

CITY OF ST. AUGUSTINE, FLORIDA  
Parking and Traffic Committee  
February 28, 2008

The Parking and Traffic Committee met in formal session at 8:30 a.m., Thursday, February 28, 2008 in The Alcazar Conference Room, City Hall. The meeting was called to order by Chairman, Daniel Sullivan and the following were present:

**1. Roll Call**

Daniel Sullivan  
Phil Moan  
Ken Bryan  
Les Thomas  
Len Weeks  
Nancy Sikes-Kline  
John Marples  
Gerry Dixon  
Ken Russom, Designee, Flagler College

Excused:

David Toner  
Richard Pinto

City Staff:

Ron Brown, City Attorney  
John Regan, Chief Operations Officer  
Mark Knight, Director, Planning and Building  
Mark Litzinger, City Comptroller  
Susan Goins, Recording Secretary

**2. Approval of Minutes**

**The minutes of the November 29, 2007, Parking and Traffic Committee Meeting were approved as presented.**

**3. Report by John Regan**

John Regan, Chief Operations Officer, provided the parking and traffic report and referred to the following:

- Received positive feedback regarding residential parking
- Expressed concern that citizens parked on the front lawn of residences
- Two additional block segments wanted residential parking
- Aggressive marketing campaign included parking validation coupons and proximity cards

- Designated staff marketing the parking facility

Mr. Knight referred to the diagram outlining the new street signs directing citizens to the historic district and parking facility.<sup>1</sup> He reported that the cost would be approximately \$400,000. He added that the Department of Transportation would install temporary street signs on U.S.1 directing people to the parking facility on March 28, 2008.

Mr. Litzinger provided an update regarding the parking program and referred to the following:

- Pilot program began December 10, 2007
- Program had been successful and the machines worked well

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<sup>1</sup> Attached to original minutes

- Revenue report<sup>2</sup>
- Merchants and customers noted more available parking
- Monthly maintenance was \$50 per meter

Mr. Sullivan stated that residents had asked how increasing the parking revenue directly affected them.

Following a brief discussion, Mr. Regan suggested that the committee and city reply that the parking system brought revenue into the city which caused a shift in spending Community Redevelopment Agency (CRA) funds. He suggested preparing a written response.

Mr. Litzinger stated that the CRA fund was for the parking facility and extra money from the program went to the general fund to improve streets and sidewalks.

Mr. Regan stated that the metering system helped to fund the garage. He added that the totals on the revenue report represented gross revenues.

Mr. Litzinger stated that in April 2008 the city would replace single space meters on Charlotte Street. He added that the parking price at the Fort would remain the same.

Following a discussion regarding extending the hours to park at the Fort, Mr. Litzinger stated that he would research changing the hours to make parking available.

Ms. Sikes-Klein questioned whether the city could have a loading area at the drop-off for the Tennis Clinic.

Mr. Litzinger suggested that she discuss the matter with the city's Parking Department.

Following a discussion regarding parking violations, Mr. Litzinger clarified that the city allowed each person one excused violation while learning the new metering system.

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<sup>2</sup> Attached to original minutes

Mr. Russom expressed concern that Flagler College students had paid for parking seven days a week; however, the garage was closed at times due to full capacity.

Mr. Litzinger replied that staff had discussed not allowing full capacity; however, they would monitor the situation.

Mr. Regan pointed out that the parking facility was only full a few times during the year. He reported that the parking facility had won an award for exceptional design.

Mr. Sullivan questioned whether citizens needed a petition for residential parking.

Mr. Regan suggested that the resident send a letter to the city.

#### **4. Other Business**

Mr. Sullivan stated that he and Mr. Regan met with Cathy Brown, Executive Director of the Council on Aging, to discuss the shuttle system. He stated that she explained the Sunshine Bus routes, and he suggested that the city address public transportation.

Mr. Russom stated that the Flagler College shuttle ran from 7:15 a.m. to 3:00 p.m., and the cost was approximately \$70,000 to \$80,000 per year.

Mr. Marples questioned the need for a free service that had not been used.

Mr. Weeks pointed out that the shuttle ran before the parking plan had been implemented.

Mr. Regan explained that the design team was against using a rubber tire shuttle system. He stated that the design group suggested a dedicated lane system. He suggested that, anticipating the 450<sup>th</sup> celebration, the city discuss improving the infrastructure. He added that the city was investigating dedicated lane and electric rail systems.

Mr. Russom explained that Flagler College had started the shuttle system because the college had sold the parking system with the shuttle to students. He said if the weather was good students often walked to campus and considering the inconsistent use, the college might disband the shuttle next year, because it was expensive.

Mr. Sullivan stated that the shuttle might encourage people to come to town and use the parking facility.<sup>3</sup> He suggested that the committee investigate and brainstorm ideas for shuttle systems from around the country to determine what was successful.

Mr. Russom suggested that the shuttle travel to outside areas. He said people complained that the shuttle circled the historic district where people preferred walking.

Mr. Moan stated that people had complained that the shuttle ran every ten minutes during concerts, but it was empty. He suggested running the shuttle throughout residential streets to allow everyone to use it.

Mr. Sullivan expressed concern that residents parked in front yards and he suggested that the committee investigate the matter.<sup>4</sup>

Mr. Thomas pointed out that some residents parked in the front yard, because they did not want to buy a permit and did not have a driveway.

Mr. Moan stated that citizens had parked on the sidewalk, and the wrong side of the street. He pointed out that he had called the Police Department; however, they had not enforced the issue.

## **5. Discussion Topics for Subsequent Meeting**

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<sup>3</sup> Ms. Sikes-Klein and Mr. Russom left at 10:00 a.m.

<sup>4</sup> End of tape 1

Mr. Weeks stated that the Historic Architectural Review Board had received two applications for 150-seat restaurants on Spanish Street, and he requested that the committee discuss/loading delivery and garbage trucks.

## **6. Next scheduled meeting – March 27, 2008**

So acknowledged.

## **7. Adjournment**

There being no further business, the meeting adjourned at 9:45 a.m.<sup>5</sup>

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<sup>5</sup> Transcribed by Susan Goins