Members of the public can call in and listen to a meeting. They will not be able to speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.

Members of the public who wish to provide "live comments" will need to register in advance and use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called on by the host of the meeting during the public comment section. Please find the information using the link above.

Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above. The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.

Members of the public who wish to provide public comment are encouraged to submit those via e-mail in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email James Travers at jtravers@norwalkct.org to provide written comment prior to the meeting.

PARKING AUTHORITY
SPECIAL MEETING VIA ZOOM VIRTUAL VIDEOCONFERENCE AND TELECONFERENCE
DECEMBER 28, 2022

ATTENDANCE: Eric Rains, Chairman
Jud Aley
Matthew Seebeck
Pamela Parkington

STAFF James Travers, Director, TMP
James Emery, Asst. Parking Director, TMP
Brian Bidolli, Executive Director, Redevelopment Agency
Sabrina Godeski, Director, Business Development and Tourism

OTHERS: Rocky Legesse, LAZ Parking
Brian Gafney, Antunovich Associates
Douglas Browne, Quarterra
Tod Kallenback; DKA

CALL TO ORDER

Mr. Rains called the meeting to order at 6:00PM.

1. PUBLIC COMMENTS

There were no public comments this evening.

2. DISCUSSION AND ACTION RELATED TO MINUTES FROM THE PARKING AUTHORITY MEETING HELD WEDNESDAY, OCTOBER 26, 2022.

**** MR. SEEBECK MOVED TO APPROVE THE MINUTES AS SUBMITTED.**
**** MR. ALEY SECONDED THE MOTION.**
**** THE MOTION PASSED UNANIMOUSLY.**

3. FINANCIAL AND OPERATING REPORT

Mr. Legesse reported and said that parking revenue for the month is 6.6% over budget and is 9.3% over budget year to date, and the overage in revenue for the month is coming from transient revenue, meter revenue, and violations.

Mr. Legesse reported on the month and year to date comparisons and said the total revenue for the month is down 0.9% compared to last month and is up 7.3% compared to November of last year and is mainly due to transient activity from the overflow lot at the South Norwalk Railroad Station but is down 1.9% year to date due reduced violation revenue. Mr. Travers said there will typically always be larger transient revenue at the overflow lot of the South Norwalk Railroad Station because it is mainly dedicated to transient usage.

Mr. Legesse said that permit revenue is up 1.9% compared to last month which is due to an increase request in monthly parking permits at the South Norwalk Railroad Station.

Mr. Seebeck said that other revenues are still being forecasted to be $77,536 and asked if a big payment is expected in the future because the revenue year to date does not reflect that. Mr. Legesse said there is a payment of $30,000 that will be coming in and they are confident that it will get to that by the end of the year. Mr Emery said the collections from the back rent from Lobster Craft will be starting soon as well as

the security deposit and also expect to have the coffee area at the South Norwalk Railroad Station leased by the end of the fiscal year.

Mr. Seebeck asked on the financial summary what constitutes the extra $24,000 in savings for the operating expenses. Mr. Legesse presented the line items detail and said most of the savings were due to personnel costs. Mr. Aley requested that the financial summary be sent to the Parking Authority members each month going forward.

Mr. Legesse said that revenue is down 12% prior to Covid and expenses are down 4%. Mr. Travers requested that the garage usage also be included going forward.

Mr. Legesse said for the month of November parking enforcement there is a minor uptick in ticket issuance and there are six location that stood out and they are investigating why the ticket issuance has increased but have dismissed over 110 tickets last month through appeal process that are mainly related to customer error when using their Park Mobile accounts.

4. ENGINEERING AND PROJECT REPORT

There was no discussion.

5. NEW BUSINESS

a) Conditions Assessments

Mr. Emery said the condition assessments have been kept on hold during Covid but will now get a condition assessment done for all the facilities to be sure they are in a state of good repair. He also said as part of that it is important to make sure that there is condition assessment done at the Yankee Doodle garage and have any repairs that are needed done prior to the start of the façade enhancement project. He said three quotes have been received for the condition assessment and Desmond was the lowest so they will again be providing the condition assessments for all the facilities and should have a more defined timeframe by the next meeting.

b) DKA End of year presentation

Mr. Kallenbach presented and provided a year end recap of the marketing efforts that are designed to affect positive increases in the city owned parking assets and attendant revenues. He said the Norwalk for Business website has been up for just over a month and features success stories of folks that have opened businesses in Norwalk primarily in the creative economy and promotes the Economy and Community Development team as a true resource to help businesses get through the process of how to build or start a business in Norwalk. He provided an overview of the business/parking support and said there are themed promotions, daily social media posts and weekly e-newsletters and have reached over 1 million people through social media and is complemented by a paid tourism advertising campaign through the City of Norwalk that launched in October 2021, and the objective was to get messaging out beyond Norwalk's borders and out into the tri-state area. He said to date the 2022 tourism campaign brought in over 14.4 million

paid ad impressions, 1.6 million organic social impressions, 50,000 email impressions, 35,000 website visits and 1,500 trackable visitors to Norwalk. He also discussed the virtual and onsite promotional ideas for 2023.

Mr. Seebeck requested that a copy of the presentation be shared with the members of the Parking Authority.

c) Webster Lot Redevelopment Presentation

Mr. Bidolli said the development of Webster Lot is being contemplated and he introduced the development team from Quarterra that has been selected. Mr. Browne provided an overview of Quarterra and said the best thing about their company is they pull knowledge and experience from around the county and incorporate the best practices but with a local touch. He presented a visual representation of how they envision the Webster Lot to look and said they have been working on it for almost a year. He said they envision a vibrant mixed-use community that centers around a new residential community and parking for residents and visitors to the area as well as new retail space. He said they are currently talking with a parking consultant that will increase the focus on that particular area and will work with Redniss and Mead. He said they understand how important this parking is to South Norwalk and are proposing something that will enhance the site while maintaining the parking that is available to the public now. He said one of the most important things to this proposal was to replace the 650 parking spaces that are currently in the surface parking lot and are proposing to provide that in a new parking garage

Mr. Gaffney said they want to expand upon the richness in Norwalk and presented examples of their work. He presented the plans and said they are in the beginning stages and said they wanted to highlight three main elements that were the driving ideas for the site with the first being to create a new road that will go through the parking lot to limit the amount of curb cuts and bring the traffic onto a new road and adding a pedestrian promenade that will also include a park that will be built on top of the two parking garages. He said there will be a seven-story parking garage that will contain the 650 parking spaces that will replace the surface parking spaces as well as 143 parking spaces in the lower level for the residents and adjacent to that underneath the park are planning to put another 322 parking spaces that will serve for residential parking and overflow for visitor parking.

Mr. Browne presented the predevelopment timeline and said they will be meeting with all of the stakeholders in the area and are hoping to kick off the design later this year and breaking ground and starting construction in the spring/summer of 2024 and will keep everyone up to date as the timeline moves forward. He said currently they are envisioning building the garage as quickly as possible and have it up and running in time to do the work on the rest of the site but will keep the public parking spaces in the surface lot available to be used while the garage is being constructed and once that garage is constructed will move over to the other side of the site and begin building and overall the construction will take 36-40 months to complete. He said the public outreach effort will be significant and are now meeting with all of the various agencies within the city that will be impacted by this project and are hoping to bring a developed site plan to the public by the end of February to gather feedback and will continue to refine the plan and work towards design drawing in the later part of 2023.

Mr. Bidolli said through the RFP process and all along the way parking has been discussed as a large variable so the one add on piece to public outreach is they have put out a bid for a P3 financial advisory service and the bids are due back this week and one of the tasks that was

specifically added is to take a deep dive look into impacts of the proposed development would have on the Parking Authority. Mr. Rains said the Parking Authority will need to know what the impact will be and asked if there is timing on when that information will be available. Mr. Bidolli said he is hoping to do the proposals next month and hope to be in contact with the P3 vendor early in next month or the following month and report back to the Parking Authority in March but will be having discussion with Mr. Travers and Mr. Emery along the way. Mr. Rains said the components to Webster Lot will need to be isolated so that they can understand the impacts. He also said that he hopes this whole effort is in support all of what already exists in the area and not intended to become its own destination to take away from the businesses that are currently there. Mr. Bidolli said it is critical that it is complementary and support what is already there and to be strategic in some of the design decisions to be sure that is what occurs. Mr. Browne agreed and said they don't want this to be a stand-alone development in the area and the goal is to create something that is part of the community. Mr. Travers said in the capital budget submission that is going in for this year and outlying years he will be requesting funding for streetscape improvements for the area so the development will align well with the neighborhood. Mr. Aley asked what the maximum population increase will be. Mr. Browne said it will depend on how the site plan is laid out but right now are looking at 550-700 new residents but that number will fluctuate.

6. NEW BUSINESS

a) Update- South Norwalk Bike Parking Area

Mr. Emery presented the new bike parking area at the Maritime Garage and said the buildout has been completed for the bike parking area and said that it is fantastic and includes a bike repair station and is a great opportunity for a press release. Mr. Rains agreed but asked if it should say somewhere that it was done by the Parking Authority. Mr. Travers said that it says Park Norwalk which was the rebranding to modernize the name for the Parking Authority. Mr. Aley suggested that there can be something stating that the area was done by the Parking Authority as they bring in the Park Norwalk theme.

b) Yankee Doodle Garage Façade Enhancements

Mr. Travers said that staff met with THA and did a walk through and do date have made many attempts to connect with the postmaster co-chair who oversees Fairfield County to discuss a land swap to get a pedestrian connection from the Yankee Doodle Garage to Wall Street but he will not meet with staff, but is looking at other options that may be available to move this forward and he will keep the Parking Authority updated. He said the project is advancing and are hoping to have the plans in early 2023 and put the project out to bid and start the work by the end of the summer.

ADJOURNMENT

**** MR. ALEY MOVED TO ADJOURN.**
**** MR. SEEBECK SECONDED THE MOTION.**
**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:45PM.

Respectfully submitted,

Dilene Byrd