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**PARKING AUTHORITY
REGULAR MEETING VIA ZOOM VIRTUAL VIDEOCONFERENCE
AND TELECONFERENCE
OCTOBER 27, 2021**

ATTENDANCE: Michael Harden, Chairman
Eric Rains, Vice Chairman
Jud Aley
Tom Vetter

STAFF Jessica Vonashek, Chief of Economic and Community Development

James Travers, Director, TMP
Garrett Bolella, Asst. Director, TMP
James Emery, Assistant Parking Director, TMP
Michael Yeosock, Principal Engineer, TMP
Vanessa Valadares, Principal Engineer, DPW

OTHERS: Stathis Manousos, LAZ Parking
Rocky Legesse, LAZ Parking

CALL TO ORDER

Mr. Harden called the meeting to order at 6:01PM.

1. PUBLIC COMMENT, LIMITED TO THREE MINUTES EACH SPEAKER

There were no public comments this evening.

2. DISCUSSION AND ACTION RELATED TO MINUTES FROM THE PARKING AUTHORITY MEETING WEDNESDAY, SEPTEMBER 22, 2021.

On page 1, under the chairman's report change "Mr. Travers" to "Mr. Emery"

**** MR. RAINS MOVED TO APPROVE THE MINUTES AS AMENDED.
THE MOTION PASSED WITH ONE ABSTENTION- MR. VETTER .

3. CHAIRMAN'S REPORT

There was no report this evening.

4. FINANCIAL AND OPERATING REPORT

Mr. Manousos reported and said that the revenue is over budget year to date and the expenses are just over budget, but overall, the fund balance is positive and well over budget. He said compared to pre-Covid levels the revenues are down almost 9% but the expenses are favorable, and the fund balance is down 28%. On the permit side compared to pre-Covid is down almost 19% and is mainly due to the commuter locations, and the demands have come back for transient and are following seasonal trends but are still down 3% compared to pre-Covid, and the revenue is down 8% so overall in the non-commuter locations the operations and performance levels have been healthy but the commuter related locations are still recovering. He said the South Norwalk Railroad Station overflow lot is starting to see higher occupancy and on street parking is surpassing pre-Covid levels.

Mr. Harden said it was discussed last month that there are place holders for permit parkers that are not paying for their permits and it was discussed if those permits should be offered to the people that are still on the waiting list. Mr. Legesse said “yes” the permits are being offered to those that are still on the waiting list and if they do not yet want a permit, they remain on the waiting list and if anyone comes in requesting a permit for the South Norwalk Railroad Station we give it to them even though there is a waiting list because they have declined a permit. Mr. Alely asked how many people are currently on the waiting list. Mr. Legesse said approximately 200. Mr. Emery suggested discussing doing an advertising campaign or have something on the website stating that permits are available. Mr. Rains said he agrees something needs to be done because he does not get a sense that this is not clear and someone is going to be unhappy if they think they can activate a permit should all the available spaces be taken. Mr. Legesse said staff has had a conversation with those that are still on the waiting list that at this point there is a parking space for them to accept, but if they choose to stay on the waiting list at the time of their request there may not be space available. Mr. Alely asked how many spaces are currently available. Mr. Legesse said approximately 300. There was further discussion ensued and it was decided that staff will meet to discuss some options and present them to the Parking Authority.

Mr. Manousos reported on the enforcement and said that ticket issuance has been decreasing as compliance has been increasing. Mr. Alely said it is decreasing but compared to other years is still high. Mr. Emery said that it may be partly due to the influx of people coming into Norwalk so there is a learning curve for those people who have not been here before, but when looking at the trends we are heading in the right direction.

Mr. Manousos reported on the customer courtesy program and said for the month of September issuance was slightly higher due to the rollout of the pay stations on Washington Street. Mr. Emery said the program was received very well by the businesses on Washington Street.

Mr. Manousos said that the Pay by Cell program has recovered and is continuing to do well and expect that to continue.

Mr. Legesse reported on the project status report and said the air conditioning units at the South Norwalk Railroad Stations have been repaired, the camera on the eastbound side of the South Norwalk Railroad Station was upgraded, the drainage was cleaned at South Norwalk Railroad Station, the stairway lobby was painted at the South Norwalk Railroad Station, the windows and sidewalks were power washed on the eastbound side, the failing server for the security cameras at Haviland Deck was repaired, the potholes at Webster Lot were repaired, the Main lot was power washed, the drainage was cleaned at the Yankee Doodle Garage customer service office and the removal of the poles on River Street has been completed. Mr. Legesse presented before and after pictures of the projects.

Mr. Harden asked for a status update on the glass panels at the South Norwalk Railroad Station. Mr. Travers said that Desmond Associates and AJ Capasso will be getting quotes.

5. ENGINEERING AND PROJECT REPORT

a. Webster Lot Green Infrastructure Project 2

Mr. Yeosock provided an overview of the project and said that staff has met with the contractor and are mobilizing and will begin the work next week, and they will take out four to six parking spaces at a time to perform the work but will maintain the flow of traffic so there will not be any closures and the biggest disruption will be in the spring when the milling and paving gets done. Mr. Emery said once the start date has been determined that he will work with LAZ will do some outreach to the businesses.

b. South Norwalk Railroad Station Improvement Project

Ms. Valadares said the work has begun at the South Norwalk Railroad Station and are in the process of power washing and are currently at the south west corner. She said the color of the caulking has been chosen and the contractor will begin applying the caulking tomorrow and will continue until the weather is too cold to apply the caulking

6. NEW BUSINESS

a. Calf Pasture Beach Parking

Mr. Emery said that during the citation hearings he was documenting where the citations were coming from and what the reasoning was and see what we can do to help to make parking clearer. He said there was a lot of confusion on the parking at Calf Pasture Beach especially for non-residents and he did a walk through to come up with a plan to present to Recreation and Parks to help elevate some of the citations.

Mr. Travers said that Mr. Emery had done a great job on inventorying the signage and reaching out to the people he saw parking as well as a great plan to present to Recreation and Parks.

Ms. Vonashek said it is a positive step for us to be able to help with the signage.

Ms. Valadares said that Calf Pasture Beach will have a major renovation next year so whatever signs are being proposed may need to be changed or adjusted.

Mr. Rains left the meeting at 6:45PM.

7. OLD BUSINESS

a. Update on the SONO Plaza sign refurbishment

Mr. Emery presented and said the sailboat that is currently on the existing sign will be removed and the business names will be easy to update as needed. Mr. Harden asked if there should be something included on the sign regarding the cost of parking. Mr. Emery said because there are so many businesses it was difficult to find space to include that and still be large enough to read while driving, but there are many signs in the lot regarding the ways to pay for parking. Mr. Harden asked when they will be installed. Mr. Emery said as soon as possible.

b. Update on the Rebranding process

Mr. Travers presented three options and said that staff would like to choose option two. The Parking Authority agreed with option two. Mr. Harden asked if the new logo is on the website. Mr. Travers said that is a task for the Snyder Group and he does not believe that has yet been done.

Mr. Aley said while visiting the luggage store on Wall Street they had stated that free 15-minute parking is not long enough and that most of his clients stay 18 minutes, so they are getting tickets. He also had said that some people are confused which of the spaces are free 15-minute parking.

Mr. Aley said behind the building on Isaac Street there is parking for the tenants over the luggage store and people often block them in and requested if signage can be installed defining where people can park. Mr. Travers requested that Mr. Aley send him the photos of the area and staff will look at it.

Mr. Aley said between Mechanic Street and Wall Street there is a dedicated right turn lane and is a good place for a free 15-minute parking space and he will send photos to Mr. Travers. Mr. Travers said that staff will look at it but a firm has been engaged to redesign the Wall Street area

8. ADJOURNMENT

**** MR. VETTER MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:02PM.

Respectfully submitted,

Dilene Byrd