



NPA Special Meeting
Wednesday, October 23, 2024
6:00 p.m.
By Zoom Virtual Video Conference and Tele Conference
Yankee Doodle Garage Conference Room
11 Burnell Blvd, Norwalk CT 06850

To allow public access, anyone may access a meeting by telephone, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at
www.norwalkct.org/meetings.



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 email 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 Bryan Lutz blutz@norwalkct.gov to provide written public comment prior to the meeting.

AGENDA

1. Public Comment, limited to three minutes for each speaker
2. Discussion and action related to minutes from the Parking Authority meeting Wednesday, September 25, 2024
3. Engineering and Project Report
 - a. Update -TMP2023-01 -YDG Exterior Repairs and Improvement
 - b. Update -NPA2024-02 -Aesthetic Enhancement at YDG
4. Financial and Operating Report -LAZ
5. Old Business
 - a. Update-Regulation change
6. Motion to Adjourn

Next Parking Authority meeting: Wednesday November 20, 2024 at 6:00pm.

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**PARKING AUTHORITY
SPECIAL MEETING VIA ZOOM VIRTUAL VIDEOCONFERENCE
AND TELECONFERENCE
SEPTEMBER 25, 2024**

- ATTENDANCE:**

Eric Rains, Chairman
Mathew Seebeck, Vice Chairman
Jud Aley
Peter Fullam
- STAFF**

Jim Travers, Director, TMP.
Bryan Lutz, Asst. Parking Director, TMP
- OTHERS:**

Rocky Legesse, LAZ Parking

CALL TO ORDER

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

1. PUBLIC COMMENT, LIMITED TO THREE MINUTES FOR EACH SPEAKER

Mr. Lutz read the following statements into the record:

AGW Partners is looking to bring valet parking to Washington Street as it has been highly requested by our tenants for a while now. We are in conversations with a private parking lot to be able to use their spaces to park the cars however, we are looking to rent a few parking spaces from the city in order to be able to do valet drop-off and pickup. Please let me know what the next steps are in order to make this happen and appreciate any help you can provide.

Carolyn Greenbaum, AGW Partners

Ms. Durand requested that Mr. Lutz and Mr. Legesse take the issue of parking on Rowan Street to the Parking Board but since speaking with them has received two more tickets. The situation is urgent since Metro North is upgrading the overpass and both Osborne Avenue and East Avenue are under construction and there is nowhere to park, and I am being ticketed repeatedly.

Mr. Lutz said she lives on a challenging road, but staff has offered solutions such as a monthly permit somewhere as well as other parking solutions around the neighborhood.

Solange Durand - 1 Rowan Street

2. DISCUSSION AND ACTION RELATED TO THE MINUTES FROM THE PARKING AUTHORITY MEETING WEDNESDAY, JULY 17, 2024.

****MR. ALEY MOVED TO APPROVE THE MINUTES AS SUBMITTED.**

****MR. SEEBECK SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

3. ENGINEERING AND PROJECT REPORT

a. Update- TMP 2023-01- YDG Exterior Repairs and Improvement

Mr. Lutz provided an update and said the ongoing project at the Yankee Doodle Garage involves necessary concrete repairs and cutting of the fence which took place at the start of the project. We have continued to receive compliments on the improved appearance of the facility. The work has now progressed to perimeter concrete repairs followed by sealing columns and applying a waterproof membrane to prevent further water penetration. Mr. Lutz shared photos of the work and said they are doing well and have given them until the end of October to complete the work and should hit that date. Mr. Rains asked how often the caulking will be done going forward. Mr. Lutz said he would get the recommended maintenance plan and report back.

Mr. Lutz provided an update on the façade improvements and said they will be going out to bid next week and include the painting of the stairwells and ribs, improved lighting, installation of the cornice on the roof, and a pedestrian plaza.

b. Update- Haviland Parking Deck Improvements

Mr. Lutz provided an update and said staff is currently collaborating with Ken Sugarman from Desmond Associates to finalize the construction documents for the concrete repairs that were identified in the conditions assessment. This project includes improvements to the corridor leading to Washington Street including the addition of the new stairwell to enhance pedestrian flow between the parking deck and the businesses on Washington Street. Mr. Lutz shared pictures of the improvements and said a multi-space meter will be installed for convenience.

c. Update- Accessibility Improvements-SNRR & On-Street

Mr. Lutz said the accessibility of the facilities was discussed a few months ago and staff continually collaborate with Bill Hnatuk who is the city's ADA coordinator to ensure our assets comply with the accessibility standards. The latest initiative involved bringing our accessible van spaces into compliance at the train station, and the next improvements will be the installation of accessible doors for the garage and train station platform. The project is funded by the city's Community and Human Services Department. Currently, Mr. Hnatuk is preparing the building plan designs for review and approval. Mr. Lutz shared photos and said they would like to demo the existing concrete beam and make one big door for accessible ingress and egress. Mr. Rains asked if these improvements had been budgeted for. Mr. Lutz said they are not coming from the Parking Authority budget and the Community and Human Services Department has a capital budget that will cover these improvements.

4. FINANCIAL AND OPERATING REPORT

Mr. Legesse reported on the operational updates that took place over the summer and said a full power washing of the South Norwalk Railroad Station garage was done by in-house staff creating a big savings for the Parking Authority, and they did a phenomenal job. He said that the maintenance staff also did a partial cleanup of the Maritime Garage. Mr. Lutz said the importance of them getting the power washing done at the train station was key because due to the Spinnaker Development, it is pushing the cars to the garage so doing this before that was smart and it looks great.

Mr. Legesse said that there have been two customer outreach throughout the summer one was at the NICE festival, and the Norwalk Night Out and had a good reception and engaged over 200 people at each of the events, and most of the questions were about how to use the Park Mobile app and how to apply for a monthly parking permit, and also passed out the customer survey. He said there are also two upcoming events including the Halloween event and the Touch A Truck event at DPW.

Mr. Legesse introduced the LAZ representatives who joined the meeting tonight to say thank you for trusting LAZ and awarding the RFP and said the government division will be joining the meeting quarterly or semi-annually and sharing the best practices. Mr. Rains thanked them for attending the meeting and said the Parking Authority is looking forward to the next three years and look forward to the collaboration. Mr. Henrik said thank you and he is very excited to be here and look forward to the future and will be presenting a new deck that they will be presenting in the upcoming months. Mr. Rains requested that the deck be sent to staff for review before the meeting.

Mr. Legesse reported on the financial report and said for the month of August the revenue was under budget by 4.9%, and the expenses were down by 14.7% for the month resulting in a 39% over budget. He said on a year-to-date basis the revenue is following the same trend and was down 3.9% but was offset by a 12.5%

reduction in expenses. He said the underperformance in revenue was mainly due to the violation revenue and is a very positive trend. He said that most of the savings for expenses are coming from payroll, repairs and maintenance, and signage.

Mr. Legesse reported on the variance report and said on the revenue side parking violations were under budget by 20% due to increased compliance from clearer signage in the Wall Street area. He said on the expense side the operating expenses were under budget by over 43% due to fewer supplies being needed for the month, and the expenses for signage were down over 600% due to a claim that was paid for a damaged sign at the Maritime Garage, and the expenses for building repair and maintenance was down over 30% due to some repairs being completed by in-house staff.

Mr. Legesse reported on the systemwide activity and said the year-to-date activity was down 15.91% and most of the decline was due to transient activity at the Maritime Garage, and Webster Lot as well as a 10% decline in on-street activity due to the various construction mainly in the Wall Street area and SONO area. He said the transient revenue remains constant and 58% of transactions were Pay by Cell, 28% were paid by credit card and are pushing Park Mobile and credit card usage to reduce the cash handling in both the on-street and off-street facilities.

Mr. Legesse reported on the permit sales and said they are seeing increased permit activity for the month as well as year to date which is mostly coming from the train station and have now started a true waiting list at the train station that started in August and are seeing a lot of requests. He said the train station is getting almost full and only the top floor is vacant. Mr. Rains requested that Mr. Legesse check the older charts to see if the capacity is at pre-covid levels and report back. Mr. Legesse said he would monitor that but are not at pre-covid levels yet and some of the reduction in parking spaces in the overflow lot is what is increasing the capacity at the train station. Mr. Lutz said that staff will be looking at capacity closely now that the overflow project is happening. Mr. Rains asked Mr. Legesse to hold off on comparing the charts.

Mr. Legesse reported on the on-street parking and said there was a decrease but is due to the various construction projects throughout the city, but revenue is still up 88.6% due to the payments for parking spaces from the construction crews. Mr. Rains asked if the construction is related to the Walk Bridge project and if they are being compensated. Mr. Legesse said “yes”.

Mr. Legesse reported on parking enforcement and said it is down from prior years. Mr. Rains asked if that included the violations from the beach. Mr. Legesse said “Yes”. He also said that the Wall Street area where tickets were averaging 3.3% to 3.9% is now averaging 1.9% in ticket issuance versus demand and the demand has increased in the Wall Street area and believes it is mainly due to the improved signage. Mr. Lutz said it is also due to the outreach that staff has done. Mr. Fullam asked how the free 15-minute parking works in this scenario in the Wall Street area. Mr. Legesse said they are still gathering the data for the free 15-minute parking spaces but have gotten positive feedback from customers and are seeing increased activity. Mr. Fullam asked if the ticket reduction was due to the 15-minute free parking. Mr. Lutz said “yes” as well as from the increased signage and the outreach that staff has been doing. Mr. Fullam asked if the plan is for the free 15-minute parking to go citywide. Mr. Lutz said “yes” and said that is part of the project for the regulation change. Mr. Fullam asked if that would work with Parkmobile. Mr. Lutz said that staff is working on getting information from other vendors to see what they have to offer and has also requested that LAZ submit a proposal for their free 15-minute option.

Mr. Legesse reported on the Pay-By-Cell and said they are seeing the same transaction level as the prior year and due to the closure of the on-street parking spaces where most of the transactions are occurring has also had an impact but as the construction is completed and on-street activity increases, they believe the Pay-by-Cell transactions will trend up.

Mr. Seebeck asked where the revenue for the lease of the YMCA lot will be on the report. Mr. Legesse said it was included in the August report and was approximately \$5,000. Mr. Seebeck asked how long the partner lease is with them. Mr. Rains said there is more than parking being done and is substantial wear and tear and suggested there may need to be a conversation beyond the leasing spaces in that regard because if we are left with an asphalt surface that needs to be replaced it would be nice to at least share some of that expense with the project. Mr. Lutz said they are trying to accommodate them as best they can and are capturing revenue from them, and they are in contact with the construction company frequently and will bring up those concerns but agrees with Mr. Rains and if they want to continue using it any type of repair that needs to be done due to the project, they should repair it.

Mr. Rains said the trees that are in the lot looked like they could use some care and asked who was responsible for caring for them. Mr. Lutz said the city is. Mr. Travers said the Parking Authority took over the operation of the lot as a city parcel but from a city perspective it will most likely be a development opportunity at some point in time and the Parking Authority is managing it in the interim, so will keep the expenses down to minimize exposure there and will look for the construction company to repair any damage they have. Mr. Seebeck asked if it would make sense to ask an arborist or Parks and Recreation staff to assess the trees. Mr. Lutz said he would reach out.

5. OLD BUSINESS

a. Update- Regulation change

Mr. Lutz provided an update and said at the last meeting the Parking Authority approved the regulation change for the on-street parking spaces similar to what was done on Wall Street, and received the signs last week and the installation has begun on West Avenue, and some of the surrounding streets and thinks are going well. He said the meters and Parkmobile have been reprogrammed so West Avenue is updated and will hopefully finish the sign installation by the end of the week and SONO will be the next destination and once all the signs have been installed and all of the meters are programmed, we can then upload the 15-minute free option to the meters and make it citywide.

Mr. Lutz said they plan on holding the October Parking Authority meeting at the Yankee Doodle Garage but will have hybrid capabilities.

6. ADJOURNMENT

**** MR. FULLUM MOVED TO ADJOURN.**

**** MR. SEEBECK SECONDED THE MOTION.**

The meeting was adjourned at 6:44PM.

Respectfully submitted,
Dilene Byrd



September
2024

Operations/Financial Report

FINANCIAL SUMMARY

Summary Income Statement												
Norwalk Parking Authority												
For the Period Ending September 2024												
	September-24					FOR THE MONTH ENDING SEPTEMBER 2024					FISCAL YEAR	
	Actual 2024	Budget 2024	Var \$	Var %	Actual PY	Actual 2024	Budget 2024	Var \$	Var %	Actual PY	Forecast	Budget
REVENUES:												
Parking Revenue	561,909	560,588	1,321	0.2%	537,371	1,770,696	1,818,646	(47,950)	-2.6%	1,853,347	6,754,464	6,754,464
Other Revenue	3,417	11,502	(8,085)	-70.3%	6,989	22,712	34,505	(11,793)	-34.2%	19,680	138,020	138,020
Total System Revenue	565,325	572,090	(6,764)	-1.2%	544,361	1,793,409	1,853,151	(59,743)	-3.2%	1,873,027	6,892,484	6,892,484
EXPENSES:												
Operations	300,188	330,971	(30,783)	-9.3%	301,569	874,188	1,040,423	(166,235)	-16.0%	972,290	4,407,250	4,407,250
City Support/Admin Svcs	71,126	71,126	0	0.0%	61,949	213,377	213,377	-	0.0%	185,848	853,506	853,506
Debt Service	106,513	106,513	0	0.0%	104,593	319,539	319,539	-	0.0%	313,780	1,278,156	1,278,156
Capital Reserve & Replacement	11,250	11,250	0	0.0%	11,250	33,750	33,750	-	0.0%	33,750	135,000	135,000
Total Expenses	489,076	519,859	(30,783)	-5.9%	479,362	1,440,854	1,607,089	(166,235)	-10.3%	1,505,667	6,673,913	6,673,913
Fund Balance	76,249	52,231	24,018	46.0%	64,999	352,555	246,062	106,493	43.3%	367,360	218,571	218,571

Budget Summary

- Parking revenue is **0.2% over** budget for the month and **2.6% under** budget YTD.
- Total expenses are **5.9% under** budget for the month and **10.3% under** budget YTD.
- Transient revenue is **5.8% under** budget for the month and **3.9% under** budget YTD.
- Meter revenue is **11.4% over** budget for the month and **6.4% over** budget YTD.
- Monthly revenue is **2.6% over** budget for the month and **1.7% over** budget YTD.
- Parking violation is **1.4% over** budget for the month and **9.6% under** budget YTD.

Variance Report (Actual v. Budget)

The Variance Report identifies and explains variances that are at least 20% and \$5,000 compared to budget.

VARIANCE REPORT - Major Variances (+/- 20% and \$5,000)

Norwalk Parking Authority

For the Month Ending September 30, 2024

	ACTUAL	BUDGET	Var. (\$)	Var. (%)	COMMENTS	Actual YTD	Budget YTD
PARKING REVENUE							
N/A							
OPERATING EXPENSES							
Operating Expenses	\$6,888	\$12,500	(5,612)	-44.9%	Expense for the month is under budget due to budgeted consulting fee invoices that have not been received yet.	\$26,762	\$37,500
Signage	\$15,959	\$4,167	11,792	283.0%	Expense for the month is over budget due to on-street sign update and directional signs at the South Norwalk Train Station.	(\$4,712)	\$12,500
Tickets	\$13,545	\$625	12,920	2067.2%	Expense for the month is higher due to purchase of tickets for the year.	\$13,545	\$1,875
Building Repair & Maintenance	\$30,632	\$47,845	(17,213)	-36.0%	Expenses for the month are under budget due to budgeted overhead gate repair, electrical repair and painting jobs that we didn't incur.	\$96,823	\$159,035
Permit/Violation Management	\$2,083	\$10,417	(8,334)	-80.0%	Expense for the month is under budget due to a missing invoice. This invoice is going to be reflected in the October financial statement.	\$23,401	\$31,250

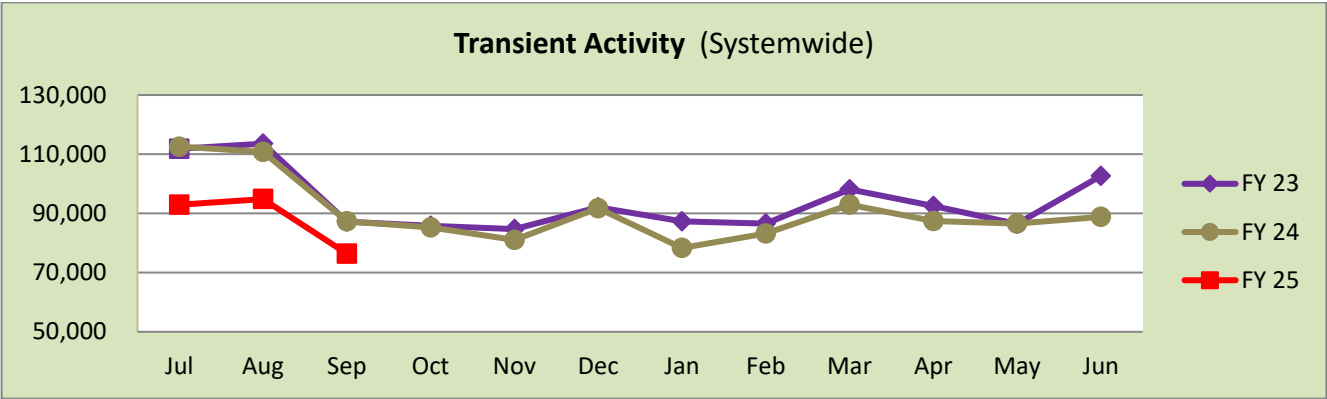
Financial Statement

For the Month ending September 30, 2024

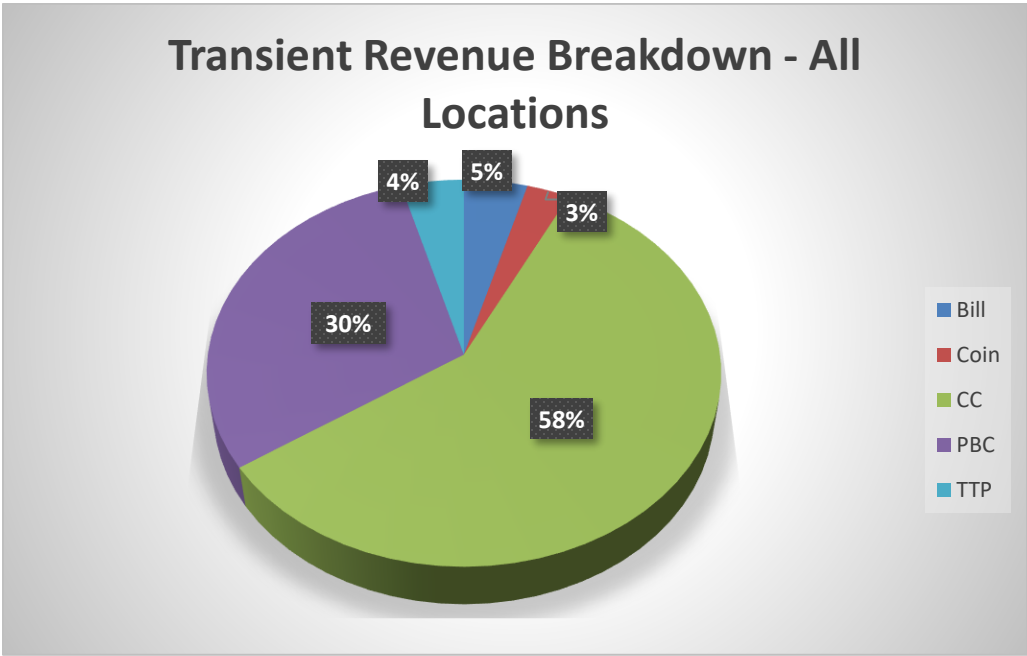
LAZ Karp Associates, LLC and Subsidiaries									
Norwalk Parking Authority									
For the Three Months Ending September 30, 2024									
Description	Actual	Budget	Variance	% Variance	YTD Actual	YTD Budget	YTD Variance	YTD Variance %	Annual Budget
PARKING REVENUE									
Meter Revenue	60,279.53	54,115.32	6,164.21	11.4%	182,604.65	171,594.42	11,010.23	6.4%	681,259.61
Transient Parking	192,077.52	203,989.71	(11,912.19)	-5.8%	645,365.83	671,654.35	(26,288.52)	-3.9%	2,553,030.23
Monthly Parking	209,104.65	203,770.51	5,334.14	2.6%	621,874.03	611,311.53	10,562.50	1.7%	2,445,246.12
Less: Refunds	0.00	0.00	0.00	0.0%	(42.00)	0.00	(42.00)	0.0%	0.00
Parking Violation	128,000.00	126,290.28	1,709.72	1.4%	407,459.25	450,935.49	(43,476.24)	-9.6%	1,414,044.99
Less: Sales Tax	(27,553.19)	(27,577.89)	24.70	-0.1%	(86,565.55)	(86,849.62)	284.07	-0.3%	(339,116.62)
TOTAL PARKING REVENUE	561,908.51	560,587.93	1,320.58	0.2%	1,770,696.21	1,818,646.17	(47,949.96)	-2.6%	6,754,464.33
OTHER REVENUE									
Marketing/Advertising	0.00	1,800.00	(1,800.00)	-100.0%	0.00	5,400.00	(5,400.00)	-100.0%	21,600.00
ATM Machines	262.00	333.33	(71.33)	-21.4%	790.00	999.99	(209.99)	-21.0%	3,999.96
Lease Income - SNRR/MG	1,736.64	3,164.00	(1,427.36)	-45.1%	11,633.44	9,492.00	2,141.44	22.6%	37,968.00
Lease Income_YDG	1,418.00	1,446.33	(28.33)	-2.0%	4,254.00	4,338.99	(84.99)	-2.0%	17,355.96
SNRR Concessions Income	0.00	4,674.67	(4,674.67)	-100.0%	6,035.00	14,024.01	(7,989.01)	-57.0%	56,096.04
Investment Income	0.00	83.33	(83.33)	-100.0%	0.00	249.99	(249.99)	-100.0%	999.96
TOTAL OTHER REVENUE	3,416.64	11,501.66	(8,085.02)	-70.3%	22,712.44	34,504.98	(11,792.54)	-34.2%	138,019.92
TOTAL SYSTEM REVENUE	565,325.15	572,089.59	(6,764.44)	-1.2%	1,793,408.65	1,853,151.15	(59,742.50)	-3.2%	6,892,484.25
OPERATING EXPENSES									
Gross Wages	98,247.09	108,719.32	10,472.23	9.6%	288,410.19	326,157.96	37,747.77	11.6%	1,413,351.14
Payroll Tax Expense	12,030.73	13,753.01	1,722.28	12.5%	35,291.36	41,259.03	5,967.67	14.5%	178,789.14
Group Health Insurance	10,517.27	11,415.53	898.26	7.9%	31,551.83	34,246.59	2,694.76	7.9%	148,401.86
Worker's Compensation Expense	3,994.45	4,566.22	571.77	12.5%	11,717.44	13,698.66	1,981.22	14.5%	59,360.84
401K Match Expense	1,902.12	2,174.39	272.27	12.5%	5,579.74	6,523.17	943.43	14.5%	28,267.06
Operating Expenses	6,887.91	12,499.98	5,612.07	44.9%	26,761.89	37,499.94	10,738.05	28.6%	149,999.76
Maritime Condo fees	2,404.45	1,964.52	(439.93)	-22.4%	6,588.35	5,893.56	(694.79)	-11.8%	23,574.24
Management Fee Expense	8,333.33	8,333.35	0.02	0.0%	24,999.99	25,000.05	0.06	0.0%	100,000.20
Uniforms	0.00	3,333.34	3,333.34	100.0%	0.00	10,000.02	10,000.02	100.0%	40,000.08
Signage	15,958.74	4,166.66	(11,792.08)	-283.0%	(4,712.49)	12,499.98	17,212.47	137.7%	49,999.92
Tickets	13,545.00	625.01	(12,919.99)	-2067.2%	13,545.00	1,875.03	(11,669.97)	-622.4%	7,500.12
Office Expense	2,488.92	1,333.34	(1,155.58)	-86.7%	7,935.21	4,000.02	(3,935.19)	-98.4%	16,000.08
Building Repair & Maintenance	30,631.72	47,845.00	17,213.28	36.0%	96,823.00	159,035.00	62,212.00	39.1%	603,510.00
Snow Removal	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%	177,500.00
Service Contract	9,243.70	12,939.88	3,696.18	28.6%	45,544.91	50,393.50	4,848.59	9.6%	201,574.00
Sanitation	1,898.21	2,500.00	601.79	24.1%	5,588.65	7,500.00	1,911.35	25.5%	30,000.00
Security Services	3,940.04	7,533.33	3,593.29	47.7%	24,092.38	32,466.66	8,374.28	25.8%	129,866.64
Permit/Violation Management	2,082.51	10,416.65	8,334.14	80.0%	23,401.49	31,249.95	7,848.46	25.1%	124,999.80
Utilities Expense	5,637.08	6,741.52	1,104.44	16.4%	14,459.55	20,224.56	5,765.01	28.5%	80,898.24
Vehicle Expense	3,711.27	5,833.32	2,122.05	36.4%	20,832.75	17,499.96	(3,332.79)	-19.0%	69,999.84
Telephone	8,579.83	6,666.67	(1,913.16)	-28.7%	25,555.09	20,000.01	(5,555.08)	-27.8%	80,000.04
Equipment Expense	0.00	2,499.99	2,499.99	100.0%	0.00	7,499.97	7,499.97	100.0%	29,999.88
Bank and Credit Card Fees	30,809.86	28,371.37	(2,438.49)	-8.6%	87,962.79	92,197.97	4,235.18	4.6%	342,289.50
Liability Insurance	13,485.80	14,238.13	752.33	5.3%	42,496.66	46,201.77	3,705.11	8.0%	171,367.69
Auto Liability Claims Expense	2,565.19	0.00	(2,565.19)	0.0%	2,565.19	0.00	(2,565.19)	0.0%	0.00
Parking Program	8,367.50	8,788.96	421.46	4.8%	25,052.50	26,366.88	1,314.38	5.0%	105,467.52
Marketing and Communication	2,925.00	3,711.05	786.05	21.2%	12,144.51	11,133.15	(1,011.36)	-9.1%	44,532.60
TOTAL OPERATING EXPENSES	300,187.72	330,970.54	30,782.82	9.3%	874,187.98	1,040,423.39	166,235.41	16.0%	4,407,250.19
CITY ADMINISTERED EXPENSES									
Other City Payroll Expenses	46,083.23	46,083.23	0.00	0.0%	138,249.69	138,249.69	0.00	0.0%	552,998.76
Electric	19,642.10	19,642.10	0.00	0.0%	58,926.30	58,926.30	0.00	0.0%	235,705.20
Sewer	968.26	968.26	0.00	0.0%	2,904.78	2,904.78	0.00	0.0%	11,619.12
Professional Services	3,750.01	3,750.01	0.00	0.0%	11,250.03	11,250.03	0.00	0.0%	45,000.12
Legal Service Retainer	416.65	416.65	0.00	0.0%	1,249.95	1,249.95	0.00	0.0%	4,999.80
Business Expense	265.27	265.27	0.00	0.0%	795.81	795.81	0.00	0.0%	3,183.24
TOTAL CITY ADMINISTERED EXPENSES	71,125.52	71,125.52	0.00	0.0%	213,376.56	213,376.56	0.00	0.0%	853,506.24
SUBTOTAL OPERATING EXPENSES	371,313.24	402,096.06	30,782.82	7.7%	1,087,564.54	1,253,799.95	166,235.41	13.3%	5,260,756.43
Debt Service Interest	14,769.03	14,769.03	0.00	0.0%	44,307.09	44,307.09	0.00	0.0%	177,228.36
Debt Service Principle	91,743.99	91,743.99	0.00	0.0%	275,231.97	275,231.97	0.00	0.0%	1,100,927.88
SUBTOTAL DEBT SERVICES	106,513.02	106,513.02	0.00	0.0%	319,539.06	319,539.06	0.00	0.0%	1,278,156.24
Capital Reserve and Replacement	11,250.01	11,250.01	0.00	0.0%	33,750.03	33,750.03	0.00	0.0%	135,000.12
TOTAL EXPENSES	489,076.27	519,859.09	30,782.82	5.9%	1,440,853.63	1,607,089.04	166,235.41	10.3%	6,673,912.79
Fund Balance	76,248.88	52,230.50	24,018.38	46.0%	352,555.02	246,062.11	106,492.91	43.3%	218,571.46

Systemwide Transient Revenue

- Overall, systemwide transient activity for the YTD is **14.4% below** prior year.

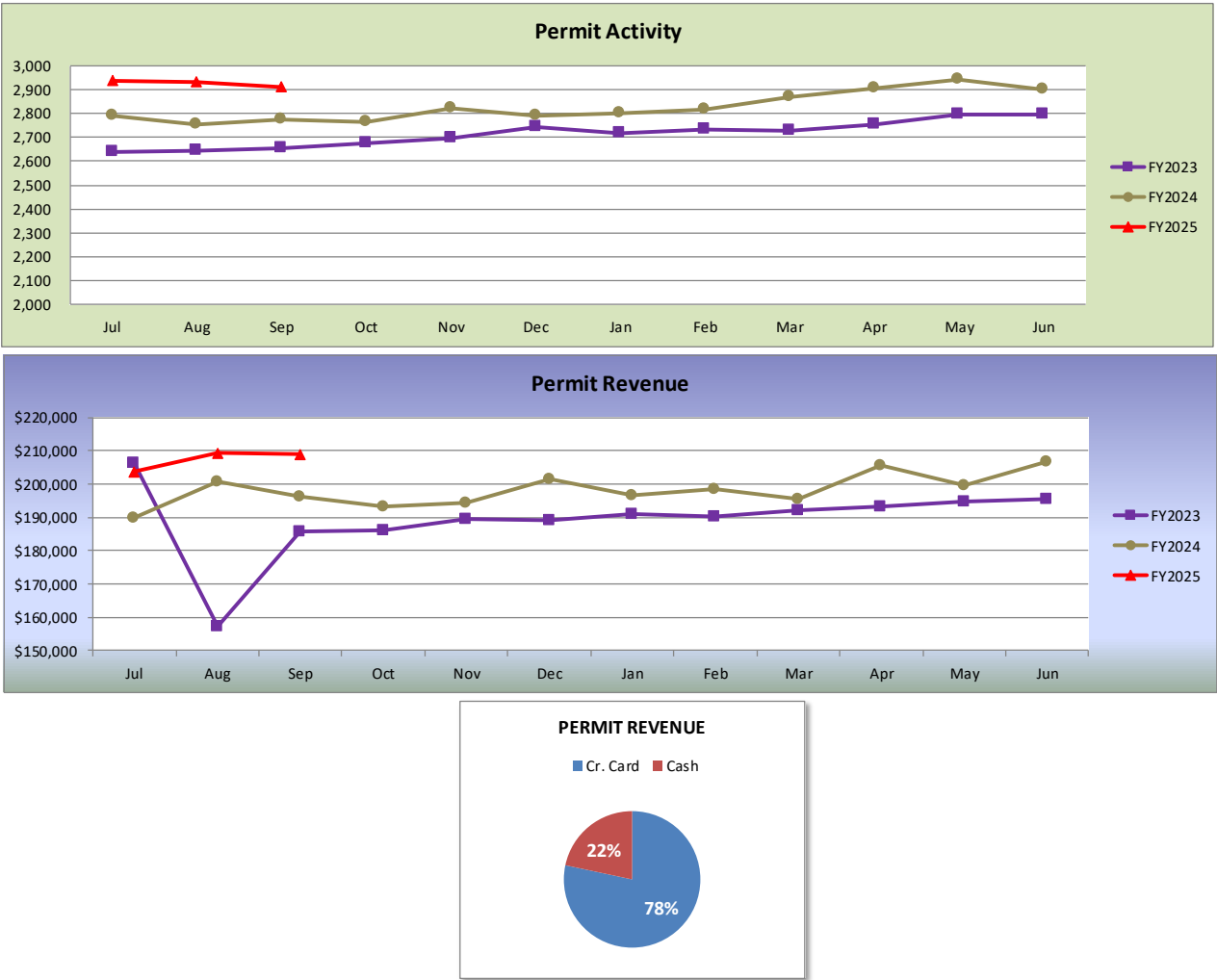


Systemwide transient payment breakdown for the month



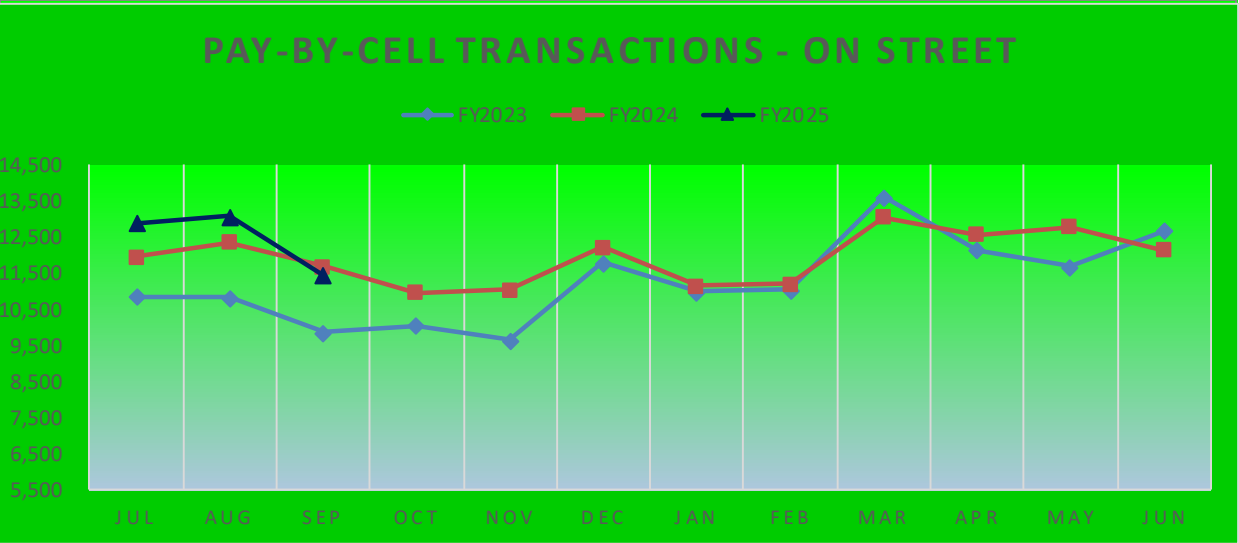
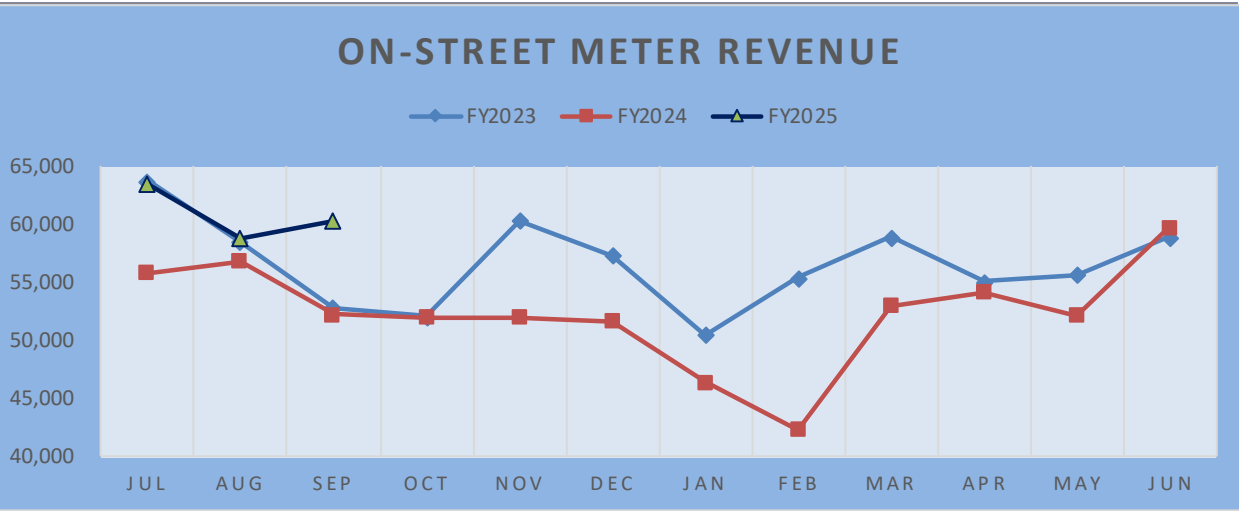
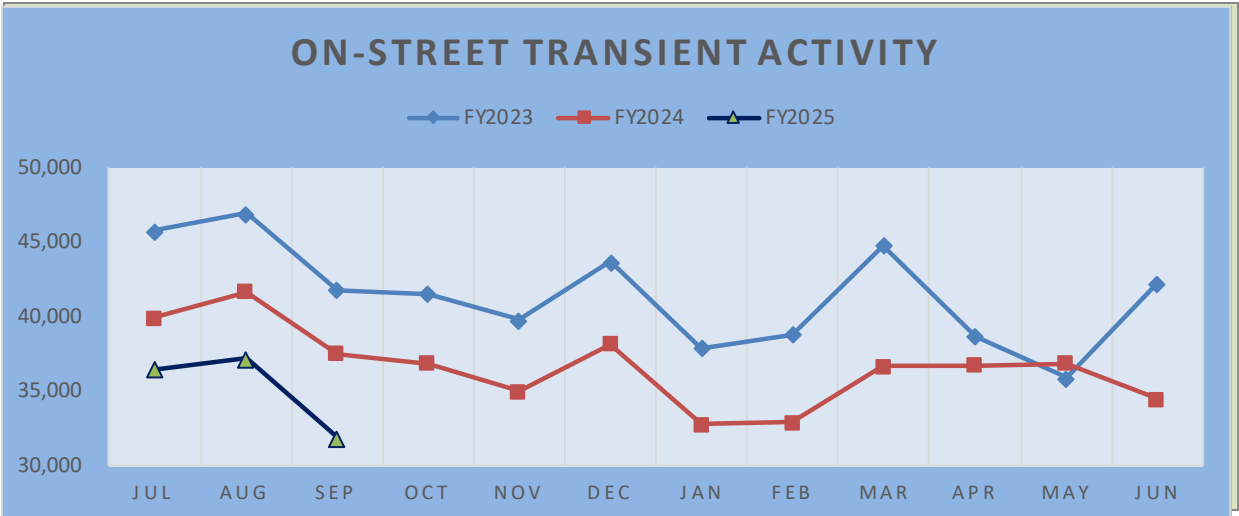
Permit Sales

- YTD compared to last year, permit activity is **up 5.5%** and revenue is **up 6%**.
- **For the month, 2,910** permits were sold systemwide. There are 3,092 spaces available for permits and 4,359 total spaces systemwide, including non-metered spaces. Permit Revenue YTD represents 35.5% of the total revenue.



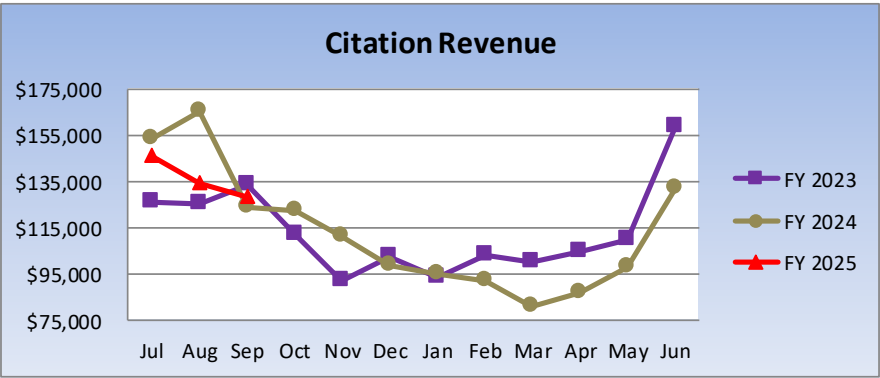
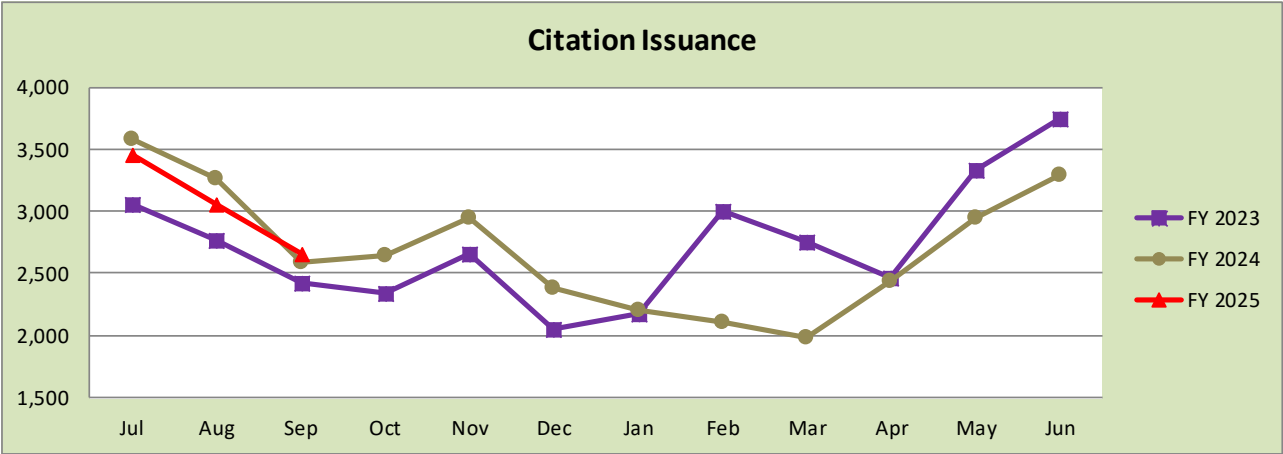
On-Street Parking

- YTD through September, on-street transient activity was **up 11.5%** and revenue was **up 10.7%** compared to last year.
- For the month of September, on-street transient activity was **down 14.3%** compared to last month.



Parking Enforcement

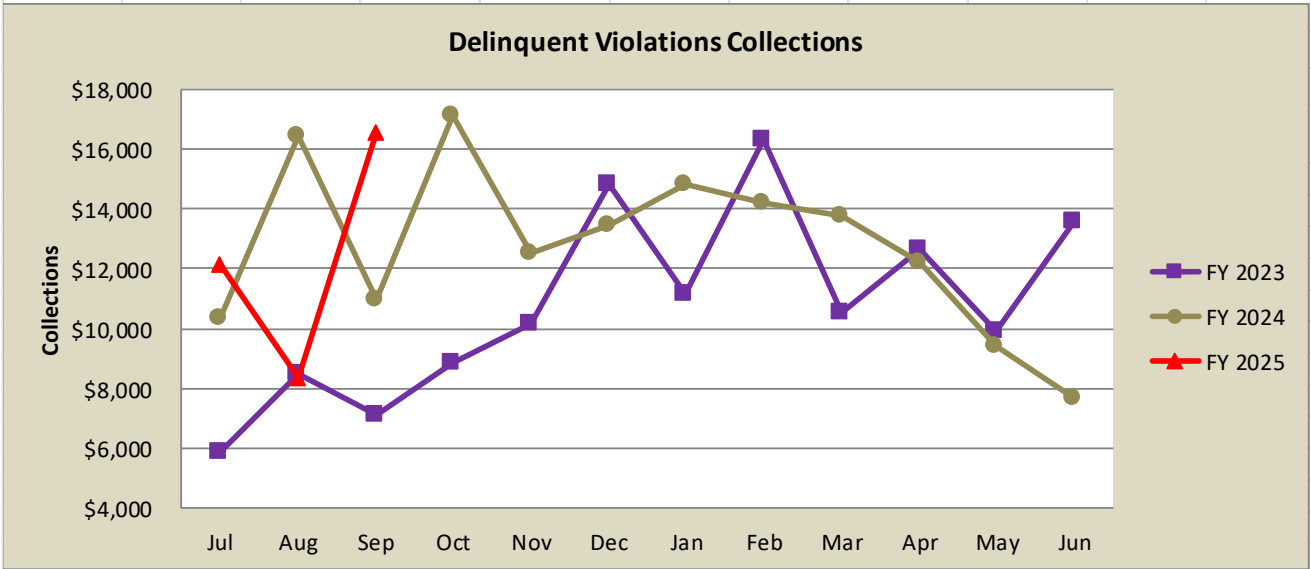
- Compared to last month, ticket issuance was **down 12.9%** and citation revenue was **down 7.8%**.



Parking Violations Collection Program

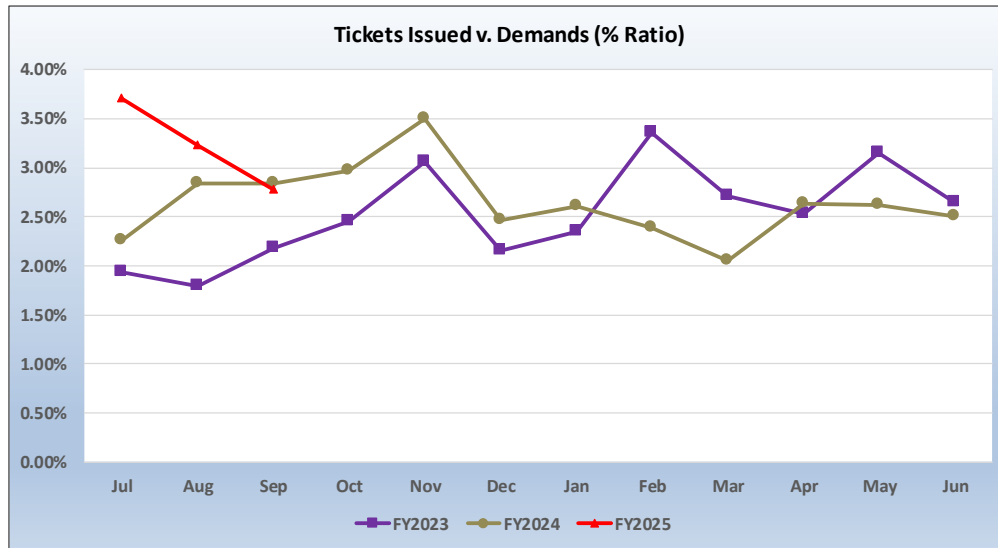
Fiscal Year	Delinquent \$
2013	\$131,458
2014	\$108,435
2015	\$84,233
2016	\$84,628
2017	\$152,412
2018	\$128,025
2019	\$103,032
2020	\$93,378
2021	\$71,346
2022	\$137,355
2023	\$129,477
2024	\$152,931
2025	\$37,062

YTD thru September



Tickets Issued v. Demands Analysis

Analysis of the ratio of tickets issued compared to transient demands does not include citations issued at the beaches nor does it include violations issued by the Norwalk Police Department.



Tickets Issued (NOT including Beaches & Police issued tickets)

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL	AVG.
FY2023	2,164	2,033	1,897	2,104	2,595	1,986	2,053	2,903	2,655	2,342	2,730	2,713	6,094	2,099
FY2024	2,540	3,146	2,482	2,534	2,838	2,266	2,047	1,984	1,909	2,307	2,271	2,230	8,168	2,843
FY2025	3,452	3,058	2,119										8,629	3,255

Transient Demands (NOT including Beaches)

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL	AVG.
FY2023	111,814	113,560	87,199	85,804	84,706	92,082	87,283	86,518	98,079	92,535	86,456	102,660	312,573	112,687
FY2024	112,565	110,796	87,317	85,255	81,074	91,771	78,338	83,167	92,950	87,443	86,570	88,859	310,678	111,680
FY2025	92,995	94,839	76,405	0	0	0	0	0	0	0	0	0	264,239	93,917

Ratio (%) - Tickets v. Demands

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	AVG.
FY2023	1.94%	1.79%	2.18%	2.45%	3.06%	2.16%	2.35%	3.36%	2.71%	2.53%	3.16%	2.64%	1.97%
FY2024	2.26%	2.84%	2.84%	2.97%	3.50%	2.47%	2.61%	2.39%	2.05%	2.64%	2.62%	2.51%	2.65%
FY2025	3.71%	3.22%	2.77%										3.24%

Tickets Issued v. Demands Analysis (continued)

Analysis of the ratio of tickets issued compared to transient demands by street:

5 Years Summary (Expired meter violations only)					
Locatoion Name	Current 2024/25	2023/24	2022/23	2021/22	2020/21
Ann St.	2%	3.9%	2.5%	1.6%	2.5%
Berkeley St.	5%	11.7%	9.1%	1.5%	1.8%
Haviland St.	5%	4.2%	3.2%	2.9%	5.6%
Madison St.	4%	8.8%	3.4%	1.7%	5.2%
Maple St.	1%	3.9%	1.7%	1.0%	2.1%
Marshall St.	1%	0.9%	1.2%	1.7%	2.4%
Merwin St	6%	6.2%	4.3%	2.1%	4.1%
Monroe St.	0%	0.8%	0.3%	0.4%	1.1%
N. Main St.	4%	3.4%	2.3%	1.8%	3.2%
N. Water St.	4%	3.5%	2.3%	1.4%	2.8%
Orchard St	4%	3.6%	4.8%	4.3%	7.2%
Quincy St.	0%	0.0%	0.0%	0.0%	0.0%
S. Main St.	1%	1.9%	1.1%	1.1%	2.1%
W. Washington St.	2%	1.9%	0.5%	1.3%	0.9%
Washington St.	5%	4.9%	5.3%	5.7%	8.7%
West Ave	2%	2.2%	1.9%	1.5%	3.7%
Wall St. Area	2%	1.8%	3.3%	3.9%	10.5%
Webster Lot	3%	2.1%	2.3%	2.8%	3.7%
Haviland Deck	2%	2.0%	2.1%	2.8%	4.8%
North Water Lot	3%	3.0%	2.6%	3.5%	4.9%
SNRR Lot	5%	4.7%	5.0%	6.1%	8.9%
YDG	2%	2.4%	2.0%	3.2%	5.2%
Wall Street Lot	1%	1.9%	1.6%	2.5%	6.4%
Main Street Lot	2%	1.8%	2.1%	2.7%	4.5%
Liberty Square Lot	1%	0.9%	0.6%	0.7%	1.9%
Grand Total	3%	2.6%	2.6%	2.8%	4.8%
** Current year data is month of September only					

Pay-By-Cell

- YTD through September, pay by cell activity was **down 0.8%** and revenue was **down 0.7%** compared to the same period last year.
- Compared to last month, September transactions were **down 12%** and revenue was **down 11%**.

