



Executive Session
Wednesday, July 26, 2023
5:30 p.m.

By Zoom Virtual Video Conference and Tele Conference

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.



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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 James Travers jtravers@norwalkct.org to provide written public comment prior to the meeting.

AGENDA

- 1) Discuss request for contracted parking with the Norwalk Parking Authority



Regular Meeting
Wednesday, July 26, 2023
6:00 p.m.

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AGENDA

- 1) Public Comment, limited to three minutes each speaker
- 2) Discussion and action related to minutes from the Parking Authority meeting, Wednesday May 24, 2023
- 3) Financial and Operating Report
- 4) Engineering and Project Report
 - a) Update – Conditions Assessment of Garages – Presentation from Desman Associates
 - b) Update – Yankee Doodle Garage Façade enhancement – Presentation from THA
- 5) New Business
 - a) Create hourly parking at SoNo Train Station Garage – Jim Travers
- 6) Old Business
 - a) Discussion – 15-minute free option – Jim Travers
 - b) Discuss and Vote – Norwalk Housing Authority Parking Request
 - c) Discussion – Sunday Free Parking at the SoNo & East Norwalk RR Stations
- 7) Motion to Adjourn

Next Parking Authority meeting: August 30, 2023



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PARKING AUTHORITY
REGULAR MEETING VIA ZOOM VIRTUAL VIDEOCONFERENCE
AND TELECONFERENCE
JUNE 28, 2023

ATTENDANCE:	Eric Rains, Chair
	Matthew Seebeck, Vice Chair
	Jud Aley
	Peter Fullam
	Pam Parkington

STAFF	James Travers, Director, TMP
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OTHERS:

Stathis Manousos, LAZ Parking
Rocky Legesse, LAZ Parking
Adam Bovinsky, Executive Director, Norwalk Housing Authority
Julio Castillo, THA, Consulting
Reggie Piggée, THA Consulting
Jim Zullo, THA Consulting

CALL TO ORDER

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

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 MAY 24, 2023.

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

**** MR. ALEY SECONDED THE MOTION.**

**** THE MOTION PASSED WITH THREE (3) IN FAVOR AND ONE (1) ABSTENTION- MS. PARKINGTON**

3. FINANCIAL AND OPERATING REPORT

Mr. Manousos reported and said that parking revenue is down for the month which is mainly due to some overbudgeting that was done, but year to date is up almost 6% compared to budget and are up almost 5% compared to last year. He said the expenses are under budget for the month by almost 7%, and year to date are under budget by almost 5%.

Mr. Manousos reported on the variance report and said the Maritime Garage, Haviland Deck, and the North Water Street lot were a little under budget but was offset by some gains in the other locations. He said similar to last month they are seeing a disparity between what was budgeted as far as tickets collected and the number of tickets collected was higher than what was budgeted, and the average value of the ticket was also higher, and almost 30% of the collections were from late fees. He said there were a lot of differed expenses on the equipment side, and they did not have to buy new vehicles and are redeploying the customer service vehicles He said the building repair and maintenance include some accruals from projects that were previously approved but not yet completed and did add approximately \$350,000 in the forecast for the Yankee Doodle Garage façade improvements and for the South Norwalk Railroad Station.

Mr. Manousos said that system revenues are at 95% of pre-Covid levels and on the expense side are 10% below pre-Covid expense levels compared to May, 2019.

Mr. Manousos said that systemwide revenue is up almost 4% year to date compared to last year and there is an increase in activity at a few of the facilities but mainly at the rail facilities.

Mr. Manousos said that permit sales have been relatively consistent, and the number of permits is up almost 7% and is mainly at the rail facilities.

Mr. Manousos reported on the on-street parking and said the demands year to date are about the same as the previous year and are following seasonal trends and noted the comparison from SONO to the Wall Street area and said over half of the transactions are generated in the SONO district and accounts for 65% of the revenue.

Mr. Manousos said that ticket issuance is down 12% compared to last year and has been following seasonal trends over the last few months, and the violation revenue is lower than it has been in the past compared to system revenue. He said there was a spike in May when comparing ticket issuance to demands.

Mr. Manousos reported on the Pay by Cell transactions and said year to date they are up 19% compared to last year and May was up 87% compared to May 2019. He said the Pay by Cell transactions represent 25% and 12% of the revenue. Mr. Seebeck asked if that includes violation revenue. Mr. Manousos “yes” it includes systemwide revenue.

4. ENGINEERING AND PROJECT REPORT

a. Update- Haviland Construction Projects-Jim Travers

Mr. Travers reported and said that staff has been working on two grants over the past eight weeks so there has been no movement on this, but he does have the three quotes but has not had the opportunity to review them.

b. Update- Yankee Doodle Garage Façade Enhancement- Presentation by THA

Mr. Piggée presented and said they have been working diligently to finalize the drawings and the construction documents are 90% complete. He provided an overview of the project and said that a canopy has been added to provide a more pronounced entrance. Mr. Rains asked if the area to the left of the canopy will be flat and if so noted that birds may be an issue. He also asked that the contrast of the grills be looked at again. Mr. Fullam asked if there are ways to enter and exit the garage beside the entrance ways and the doorways. Mr. Piggée said the stairways and lobby can be used and the garage is meant to give an open feel but to also provide a bit a passive security as well. Mr. Legesse said most of the issues that are experienced at the Yankee Doodle Garage is from it being so open and the grates will be a deterrence for people to enter into the garage. Ms. Parkington said she prefers to have the grill work, but the important thing is there needs to be lighting, access to exits, and security cameras. Mr. Fullam asked if there are blue lights are included on the paystations for when someone gets into trouble and needs help. Mr. Travers said “no” but that he can have a discussion with the police department regarding blue light cameras.

Mr. Zullo said they recognize all concerns about security and said the grills are intended to channel people to the appropriate pedestrian entry and exits and in addition to the open grills there will be additional lighting on the first level.

Mr. Piggée said a public survey was done that was spearheaded by Mr. Travers and received a lot of feedback was received and this rendering was the most favorable.

Mr. Fullam suggested adding a walkway from the Yankee Doodle Garage to Wall Street/Belden Ave. corner. Mr. Travers agreed and said it would be a game changer for access.

5. NEW BUSINESS

a. Haviland Parking Request-Norwalk Housing Authority- Adam Bovinsky

Mr. Bovinsky introduced himself and said that he is the Executive Director of the Norwalk Housing Authority and had also worked for the City of Norwalk for 11 years as the as the Director of Human Relations and Fair Rent. He provided an overview of the Norwalk Housing Authority and said they are focusing on preserving and expanding affordable housing and redevelopment. He said there is a current plan to tear down the current Housing Authority headquarters and improve low-income senior housing and add 150-250 new mixed-income housing units to activate the area. He said to be able to do all of this they will need to move their headquarters and are looking at 47-53 Water Street which has the space inside but does not have the parking that is required and only has five parking spaces, but the back of the building is next to the Haviland Street parking lot. He said the current tenant currently has 50 parking spaces that they rent from the Parking Authority at the Haviland Street parking lot but the challenge is that there is an existing tenant that will need to maintain 12-15 of those parking spaces and the Housing Authority will need at least 39 parking spaces for the current staff load, and if the current owner were to release those parking spaces and if the eight people that are currently on the waiting list receive their parking space there will not be enough parking spaces for them to be able to move and everything will come to a halt and they cannot find another location that is within their financial means and is acceptable within South Norwalk so they are requesting that when they purchase the building to maintain the 50 monthly parking spaces in place of the current owner and ideally would receive 6 visitor parking spaces. He said alternatively they ask that more monthly parking spots are created so that if the people on the waiting list get ahead there is ideally 14 parking spaces or at least as many additional monthly parking spaces rather than metered parking spaces so that the Housing Authority can serve the needs of its staff and continue with the purchase of this property and move forward.

Mr. Travers said the initial request did come into the Parking Authority and the request to transfer was denied and it has not been the Parking Authority's previous history to transfer any parking passes, but is a common request that is received by the businesses and condominium/apartment owners along Washington Street and what has typically occurred is the passes have been non-transferable and the agreement is for a non-transferable pass for all of the lots that also include some of the challenges that exist is Webster Lot.

Mr. Bovinsky said what he believes sets them apart is that the Housing Authority is a government entity and a sister agency to the city.

Mr. Rains asked how the Maritime Garage and Webster Lot have been factored in. Mr. Bovinsky said they have not gotten that far, and their hope is set on this lot. He said the Parking Authority needs to be very careful on what path it chooses to put itself on and in his opinion, this would not be serving the public and the reason for public parking is that there are rotations and that is a fair system for the general operations of the Parking Authority. He said there is a private lot on the corner of Martin Luther King Drive and Washington Street that is owned by the owner of 50 Washington Street which is another potential location for parking. He said the Parking Authority needs to operate with one mission and in his opinion takes them away from that.

Mr. Aley said there is a lot across the street from the building on the corner of Water Street and Washington Street that is rented out on nights and weekends that may be a short-term solution and he would be happy to contact the owner of that lot if needed.

Ms. Parkington asked how many parking spaces in total after the eight on the waiting list are needed. Mr. Bovinsky said they would need 10 parking spaces for staff and another four to five parking spaces for visitors. Ms. Parkington said that the Housing Authority is a sister entity of the city and in her opinion that an exception should be made and give them the parking spaces they need.

Mr. Seebeck said that just because it is the Housing Authority they should not be allowed to jump to the front of the waiting list, but he is not suggesting that this isn't something that can be accommodated but he is frustrated that this was brought to the Parking Authority and hanging the redevelopment/relocation of an entire city organization on 14 parking spaces and would be doing a disservice to the people that have been on the waiting list.

Mr. Travers said he shares the challenges with Mr. Bovinsky but the Haviland parking deck is the busiest lot that the Parking Authority has both for transient and permit use and finds it to be dangerous when government supersedes over the general public.

**** MR. ALEY MOVED TO TABLE THE ITEM UNTIL NEXT MONTH.**

**** MR. FULLAM SECONDED THE MOTION.**

**** THE MOTION PASSED WITH FOUR (4) IN FAVOR AND ONE (1) ABSTENTION-
MR. SEEBECK.**

b. Update- Discussion on IPMI Conference- Jim Travers

Mr. Travers said he attended the annual parking conference and was looking for a new park system for the Maritime Garage and the SONO garage and are looking at the effectiveness of having a camera (LPR) at the entrances and exits to the garages and he will be reporting back to the Parking Authority with some options.

c. Discussion- Norwalk Transit District Proposal to Lease the Customer Service Space in the YDG

Mr. Travers said he has had a conversation with the Transit District regarding a proposal to lease the old customer service space that is in the Yankee Doodle Garage that is no longer being used and they would like to have the ability to sell some of the passes and possibly have more security personnel. He said he asked the leasing agent for an estimate of what the value of what the leased space would be, and they came back with a proposal of \$1200 but the space does need some repair. In the Transit District's proposal, they are requested \$1,000 per month and if the Parking Authority is acceptable of the proposal the leasing agent would work on the lease and he will

present it at the next meeting for a final vote. It was the consensus of the Parking Authority to move forward with the lease and present it at the next meeting.

d. Discussion-SNRR Surface Lot Count on Sunday's- Jim Travers

Mr. Travers said staff has looked at the signage as requested by Mr. Aley and there was a good amount of three ways to pay signage and if asked for updates to some of the signage and he was informed that that a decision was made awhile back for no pay in the surface lot on Sundays and he asked Mr. Legesse to capture the parkers that are there on Sundays and he presented the activity for May and said it is lightly used and asked the Parking Authority if they want to continue to offer free parking because he does want to do better signage and include it in the overall plan. Mr. Aley said without the signage and Parkmobile dividing the parking lot has added a lot of confusion and has been operating this way for at least two years and there have been no complaints. Mr. Travers said they will move forward with better signage. Mr. Rains said there needs to be consistency so this should also be a paid lot on Sunday's to be consistent on what is happening in the current garage and he future garage. Mr. Aley said then there should be a charge for on street parking too. Mr. Travers said staff can gather the information about what they are seeing for usage in East Norwalk as well as in the garage and will include on the agenda for next month. Mr. Legesse said they have begun to receive requests from residents from the Spinnaker building regarding free resident parking in the parking lot. Mr. Aley said that Norwalk is the only with non-Amtrack stations that charges at the surface lots on Sundays.

6. OLD BUSINESS

a. Discussion- 15-Minute Free Option

Mr. Travers said all of the halo's are in place as well as the meter's running the old software and are now looking at the signage and should be able to do the press release in the next couple of weeks for the 15-minute option.

b. Update- Status of Paystation Delivery

Mr. Travers said everything has been delivered and the parts have all arrived.

c. Discuss and Approve- Enter into Lease Agreement with Black by Demand (lease attached)- Jim Travers

Mr. Travers said that is a coffee shop that will be opening in the South Norwalk Railroad Station and the lease has been agreed upon and negotiated by the attorneys.

**** MR. ALEY MOVED TO APPROVE THAT MR. TRAVERS PRESENT THE LEASE WITH BLACK BY DEMAND TO CHAIRMAN RAINS FOR SIGNING.**

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

**** THE MOTION PASSED UNANIMOUSLY.**

7. ADJOURNMENT

**** MR. FULLAM MOVED TO ADJOURN.**

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

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:00PM.

Respectfully submitted,

Dilene Byrd



June
2023

Operations Report

FINANCIAL SUMMARY

	Month (June)					YTD (July-May)					FISCAL YEAR	
	Actual	Budget	Var \$	Var %	Actual PY	Actual	Budget	Var \$	Var %	Actual PY	Forecast	Budget
REVENUES:												
Parking Revenue	613,531	627,164	(13,633)	-2.2%	561,559	6,474,958	6,163,005	311,953	5.1%	6,153,469	6,474,958	6,163,005
Other Revenue	33,639	8,402	25,236	300.3%	3,758	98,083	100,829	(2,746)	-2.7%	83,145	98,083	100,829
Total System Revenue	647,170	635,566	11,604	1.8%	565,316	6,573,041	6,263,834	309,207	4.9%	6,236,613	6,573,041	6,263,834
EXPENSES:												
Operations	1,088,733	305,200	783,533	256.7%	512,998	4,360,203	3,818,549	541,654	14.2%	3,931,014	4,360,203	3,818,549
City Support/Admin Svcs	30,369	63,331	(32,962)	-52.0%	61,617	711,303	759,971	(48,668)	-6.4%	698,828	711,303	759,971
Debt Service	107,180	107,180	0	0.0%	96,635	1,286,162	1,286,162	-	0.0%	1,159,618	1,286,162	1,286,162
Capital Reserve & Replacement	0	11,250	(11,250)	-100.0%	11,250	112,500	135,000	(22,500)	-16.7%	112,500	112,500	135,000
Total Expenses	1,226,282	486,961	739,321	151.8%	682,499	6,470,168	5,999,682	470,486	7.8%	5,901,960	6,470,168	5,999,682
Fund Balance	(579,112)	148,605	(727,717)	-489.7%	(117,183)	102,873	264,152	(161,279)	-61.1%	334,653	102,873	264,152

Budget Summary

- Parking revenue is **2.2% under** budget for the month and **5.1% over** budget YTD.
- Total expenses are **151.8% over** budget for the month and **7.8% under** budget YTD.
- Transient revenue is **26.7% under** budget for the month and **1.2% under** budget YTD. Compared to the same period last year, YTD transient revenue is **14.7% above** last year.

Month and YTD Comparisons

- Total Revenue for the month is **up 18.2%** compared to last month (May) and is **up 13.9%** compared to June of last year. Compared to the same period last year, YTD revenue is **5.3% above** last year.
- Transient activity for the month is **up 18.7%** compared to last month (May) and is **up 1.6%** compared to June of last year. Transient activity YTD is **up 3.4%** compared to last year.
- Permit activity (number of permits sold) is **up 0.0%** compared to last month (May) and **up 5.8%** compared to June of last year. Permit activity YTD is **up 7.3%** compared to last year.
- Permit Revenue is **up 0.4%** compared to last month (May) and **up 6.1%** compared to June of last year. Permit revenue YTD is **up 3.2%** compared to last year.

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 June 30, 2023

	ACTUAL	BUDGET	Var. (\$)	Var. (%)	COMMENTS	Actual YTD	Budget YTD
PARKING REVENUE							
Transient Parking	\$229,896	\$313,829	(\$83,932)	-26.7%	MG, Webster, Haviland Deck, SNRR, and N. Water lot under budget offset by gains at ENRR and Liberty Sq. Lot.	\$2,490,530	\$2,520,428
Parking Violation	\$ 158,117	\$ 81,904	\$ 76,213	93.1%	The number of tickets collected was 21% higher than budgeted; and the average ticket value collected was 59% higher than budgeted due in part to late fees.	\$1,359,590	\$967,437
Advertising Revenue	\$ 24,100	\$ 1,500	\$ 22,600	1506.6%	Advertising revenue for full year payment per contract was received. \$6k increase for the year from contracted amount.	\$24,100	\$18,000
OPERATING EXPENSES							
Gross Wages	\$153,402	\$102,424	\$50,977	49.8%	Three pay period not reflected on the budget.	\$1,275,274	\$1,331,517
Payroll Taxes	\$19,008	\$12,957	\$6,051	46.7%	Three pay period not reflected on the budget.	\$156,956	\$168,437
Vehicle	\$12,294	\$4,167	\$8,128	195.1%	Repair to vehicle, three months vehicle gas invoice paid in June.	\$73,499	\$50,000
Security Services	\$63	\$10,000	(\$9,937)	-99.4%	Timing of payment. Budget was straight lined and invoices are paid quarterly.	\$82,864	\$120,000
Equipment Expense	\$0	\$8,333	(\$8,333)	-100.0%	Deferred expenses through COVID. Redeploying customer service vehicles in fleet to eliminate need to purchase new vehicles	\$0	\$100,000
Building Repair & Maintenance	\$717,907	\$36,445	\$681,462	1869.8%	Facility improvement expenses projected but not started yet at SNRR, YDG, Haviland Deck. YDG and Haviland facility improvement, SNRR garage stairwell, SNRR station HVAC units (2), Maritime Garage drain repair.	\$1,086,334	\$356,990
Service Contract	\$33,511	\$10,417	\$23,094	221.7%	Delayed and disputed invoices were cleared in June. The disputed invoices were from Cale due to some confusion with new equipment installation.	\$210,382	\$125,000
Signage	\$12,200	\$3,000	\$9,200	306.7%	Final payment for welcome signs at SNRR and ENRR.	\$53,344	\$36,000
Parking Program	\$25,024	\$8,333	\$16,691	200.3%	Full payment per contracted amount. Two invoices were not received on time. On budget YTD.	\$101,982	\$100,000

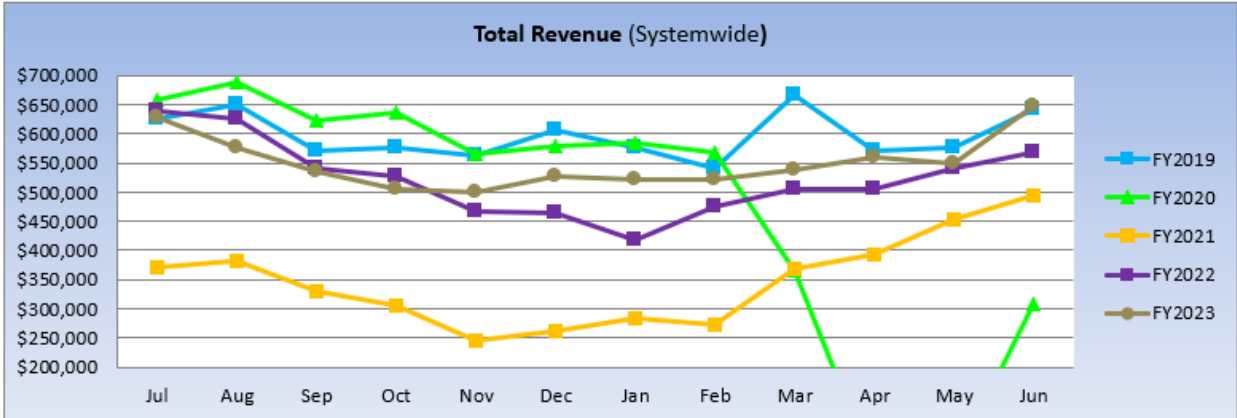
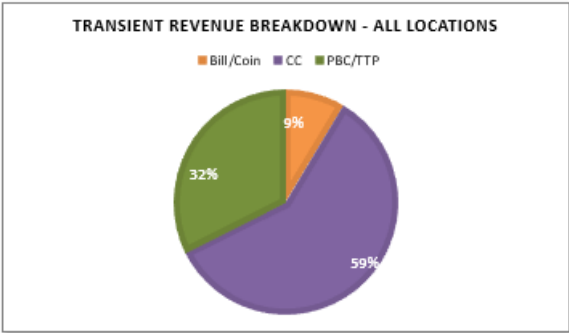
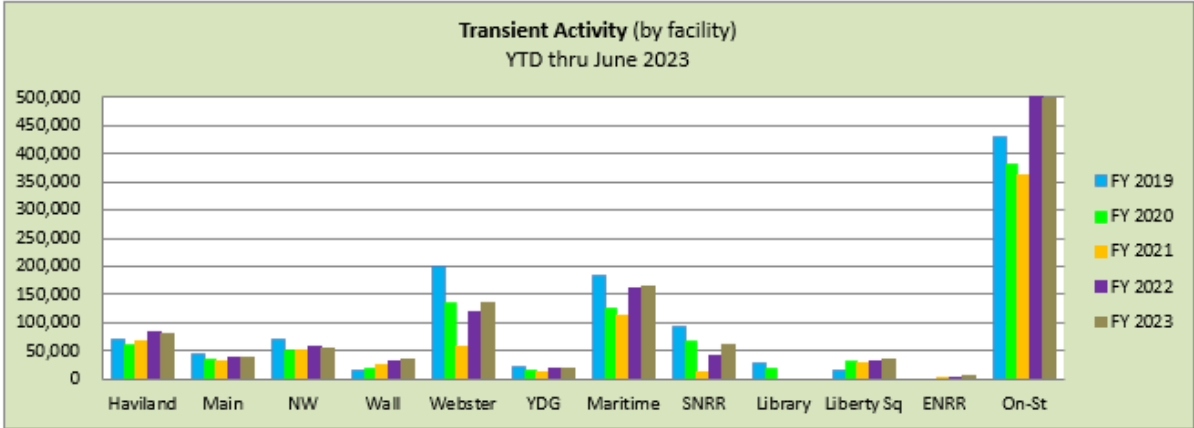
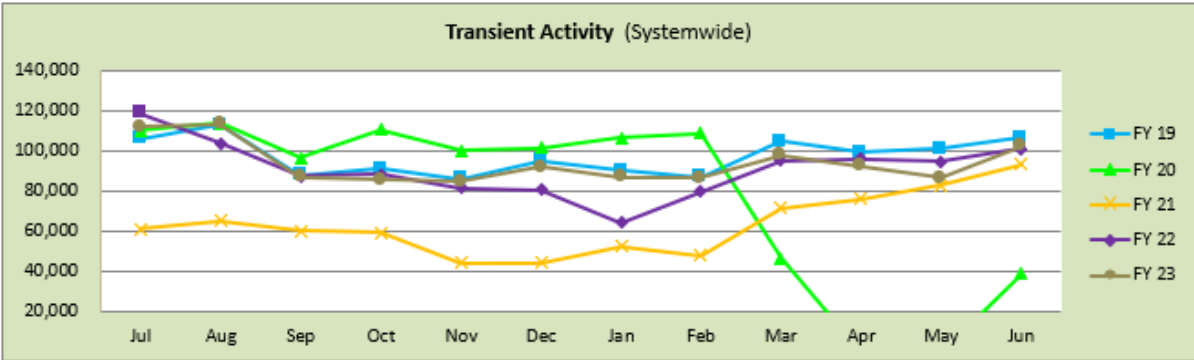
Financial Statement

For the Eleven Months ending June 31, 2023

						Year-to-Date					Fiscal Year	
					Prev.					Prev.		
	ACTUAL	BUDGET	VARIANCE	% VARIANCE	ACTUAL	ACTUAL	BUDGET	VARIANCE	% VARIANCE	ACTUAL YTD	FORECAST	ANNUAL BUDGET
PARKING REVENUE												
Monthly Parking	195,574	199,200	(3,625)	(1.8%)	184,378	2,270,766	2,390,395	(119,629)	(5.0%)	2,195,016	2,270,766	2,390,395
Transient Parking	229,896	313,829	(83,932)	(26.7%)	210,110	2,490,530	2,520,428	(29,897)	(1.2%)	2,171,126	2,490,530	2,520,428
Meter Revenue (Sono)	58,862	66,856	(7,993)	(12.0%)	60,324	678,995	614,664	64,331	10.5%	646,956	678,995	614,664
Parking Violation	158,117	81,904	76,213	93.1%	134,003	1,359,590	967,437	392,153	40.5%	1,440,232	1,359,590	967,437
Less: Refunds	0	0	0	0.0%	(100)	(34)	0	(34)	0.0%	(551)	(34)	0
Less: Sales Tax	(28,919)	(34,624)	5,705	(16.5%)	(27,156)	(324,890)	(329,918)	5,029	(1.5%)	(299,310)	(324,890)	(329,918)
TOTAL PARKING REVENUE	613,531	627,164	(13,633)	(2.2%)	561,559	6,474,958	6,163,005	311,953	5.1%	6,153,469	6,474,958	6,163,005
OTHER REVENUE												
Art Program	0	150	(150)	(100.0%)	0	0	1,800	(1,800)	(100.0%)	0	0	1,800
Lease Income - SNRR/MTG	4,834	3,040	1,794	59.0%	3,040	54,493	36,477	18,016	49.4%	36,760	54,493	36,477
Lease Income - Webster												
Lease Income - YDG	418	418	0	0.0%	418	5,016	5,016	0	0.0%	4,968	5,016	5,016
SNRR/ENRR Concessions	1,434	2,878	(1,444)	(50.2%)	0	8,640	34,536	(25,896)	(75.0%)	0	8,640	34,536
Advertising Revenue	24,100	1,500	22,600	1,506.6%	0	24,100	18,000	6,100	33.9%	37,910	24,100	18,000
Investment Income	2,578	83	2,495	2,994.2%	0	2,578	1,000	1,578	157.8%	0	2,578	1,000
ATM Machines	275	333	(58)	(17.5%)	300	3,256	4,000	(744)	(18.6%)	3,507	3,256	4,000
TOTAL OTHER REVENUE	33,639	8,402	25,236	300.3%	3,758	98,083	100,829	(2,746)	(2.7%)	83,145	98,083	100,829
TOTAL SYSTEM REVENUE	647,170	635,566	11,604	1.8%	565,316	6,573,041	6,263,834	309,207	4.9%	6,236,613	6,573,041	6,263,834
OPERATING EXPENSES												
Gross Wages	153,402	102,424	50,977	49.8%	97,965	1,275,274	1,331,517	(56,243)	(4.2%)	1,259,384	1,275,274	1,331,517
Payroll Taxes	19,008	12,957	6,051	46.7%	11,995	156,956	168,437	(11,481)	(6.8%)	151,995	156,956	168,437
Worker's Compensation	6,311	4,302	2,009	46.7%	3,983	52,110	55,924	(3,814)	(6.8%)	51,174	52,110	55,924
Group Health Insurance	12,386	10,755	1,631	15.2%	10,390	143,080	139,809	3,270	2.3%	126,182	143,080	139,809
401(k) Company Match	3,005	2,048	957	46.7%	1,896	24,814	26,630	(1,816)	(6.8%)	24,369	24,814	26,630
Vehicle	12,294	4,167	8,128	195.1%	1,143	73,499	50,000	23,499	47.0%	48,369	73,499	50,000
Security Services	63	10,000	(9,937)	(99.4%)	3,794	82,864	120,000	(37,136)	(30.9%)	82,583	82,864	120,000
Equipment Expense	0	8,333	(8,333)	(100.0%)	0	0	100,000	(100,000)	(100.0%)	1,922	0	100,000
Building Repair & Maintenance	717,907	36,445	681,462	1,869.8%	277,618	1,086,334	356,990	729,344	204.3%	634,360	1,086,334	356,990
Service Contract	33,511	10,417	23,094	221.7%	6,621	210,382	125,000	85,382	68.3%	246,910	210,382	125,000
Sanitation Expense	2,220	1,660	560	33.7%	1,095	24,475	19,920	4,555	22.9%	25,690	24,475	19,920
Operating Expenses	10,664	6,250	4,414	70.6%	8,078	124,625	75,000	49,625	66.2%	93,501	124,625	75,000
Elevator Repair & Maintenance	0	0	0	0.0%	3,298	(372)	0	(372)	0.0%	17,709	(372)	0
Snow Removal	(3,968)	0	(3,968)	0.0%	(15,540)	25,178	177,500	(152,322)	(85.8%)	126,864	25,178	177,500
Signage	12,200	3,000	9,200	306.7%	526	53,344	36,000	17,344	48.2%	21,943	53,344	36,000
Tickets	0	1,250	(1,250)	(100.0%)	0	4,036	15,000	(10,965)	(73.1%)	20,942	4,036	15,000
Liability Insurance	15,471	15,704	(233)	(1.5%)	13,570	157,371	155,033	2,338	1.5%	149,710	157,371	155,033
Maritime Garage Condo Fees	1,779	1,965	(185)	(9.4%)	1,779	21,353	23,574	(2,221)	(9.4%)	21,353	21,353	23,574
Uniforms	5,615	3,333	2,282	68.4%	0	7,869	40,000	(32,131)	(80.3%)	4,180	7,869	40,000
Management Fees LAZ	8,333	8,333	0	0.0%	8,333	100,000	100,000	0	0.0%	100,000	100,000	100,000
Bank and Credit Card Fees	25,792	18,269	7,524	41.2%	25,313	307,080	179,150	127,930	71.4%	279,254	307,080	179,150
Office Expense	740	1,333	(593)	(44.5%)	402	11,005	16,000	(4,995)	(31.2%)	13,277	11,005	16,000
Utilities	5,573	6,422	(849)	(13.2%)	4,685	89,771	77,064	12,707	16.5%	81,789	89,771	77,064
Telephone	7,066	7,500	(434)	(5.8%)	7,655	86,471	90,000	(3,529)	(3.9%)	97,754	86,471	90,000
Permit/Violation Management	10,085	12,500	(2,415)	(19.3%)	18,994	119,983	150,000	(30,017)	(20.0%)	132,896	119,983	150,000
Marketing and Communication	4,250	3,333	917	27.5%	2,375	20,720	40,000	(19,280)	(48.2%)	14,598	20,720	40,000
Parking Program	25,024	8,333	16,691	200.3%	17,031	101,982	100,000	1,982	2.0%	102,308	101,982	100,000
Contingency Fund	0	4,167	(4,167)	(100.0%)	0	0	50,000	(50,000)	(100.0%)	0	0	50,000
TOTAL OPERATING EXPENSES	1,088,733	305,200	783,533	256.7%	512,998	4,360,203	3,818,549	541,654	14.2%	3,931,014	4,360,203	3,818,549
CITY ADMINISTERED EXPENSES												
Other City Payroll Expenses	40,700	38,333	2,366	6.2%	38,333	462,366	460,000	2,366	0.5%	460,000	462,366	460,000
Electric	(15,686)	19,642	(35,328)	(179.9%)	17,820	184,671	235,705	(51,034)	(21.7%)	176,428	184,671	235,705
Sewer	922	922	0	0.0%	922	11,066	11,066	0	0.0%	7,900	11,066	11,066
Professional Services	3,750	3,750	0	0.0%	3,750	45,000	45,000	0	0.0%	45,000	45,000	45,000
Business Expense	267	267	0	0.0%	375	3,200	3,200	0	0.0%	4,500	3,200	3,200
Legal Service Retainer	417	417	0	0.0%	417	5,000	5,000	0	0.0%	5,000	5,000	5,000
TOTAL CITY ADMINISTERED EXPENSES	30,369	63,331	(32,962)	(52.0%)	61,617	711,303	759,971	(48,668)	(6.4%)	698,828	711,303	759,971
SUBTOTAL OPERATING EXPENSES	1,119,102	368,531	750,571	203.7%	574,614	5,071,506	4,578,520	492,986	10.8%	4,629,842	5,071,506	4,578,520
Debt Service Interest	23,704	23,704	0	0.0%	30,328	284,445	284,445	0	0.0%	363,932	284,445	284,445
Debt Service Principle	83,476	83,476	0	0.0%	66,307	1,001,717	1,001,717	0	0.0%	795,686	1,001,717	1,001,717
SUBTOTAL DEBT SERVICE	107,180	107,180	0	0.0%	96,635	1,286,162	1,286,162	0	0.0%	1,159,618	1,286,162	1,286,162
Capital Reserve and Replacement	0	11,250	(11,250)	(100.0%)	11,250	112,500	135,000	(22,500)	(16.7%)	112,500	112,500	135,000
TOTAL EXPENSES	1,226,282	486,961	739,321	151.8%	682,499	6,470,168	5,999,682	470,486	7.8%	5,901,960	6,470,168	5,999,682
Fund Balance	(579,112)	148,605	(727,717)	(489.7%)	(117,183)	102,873	264,152	(161,279)	(61.1%)	334,653	102,873	264,152

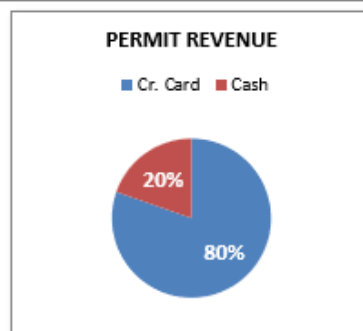
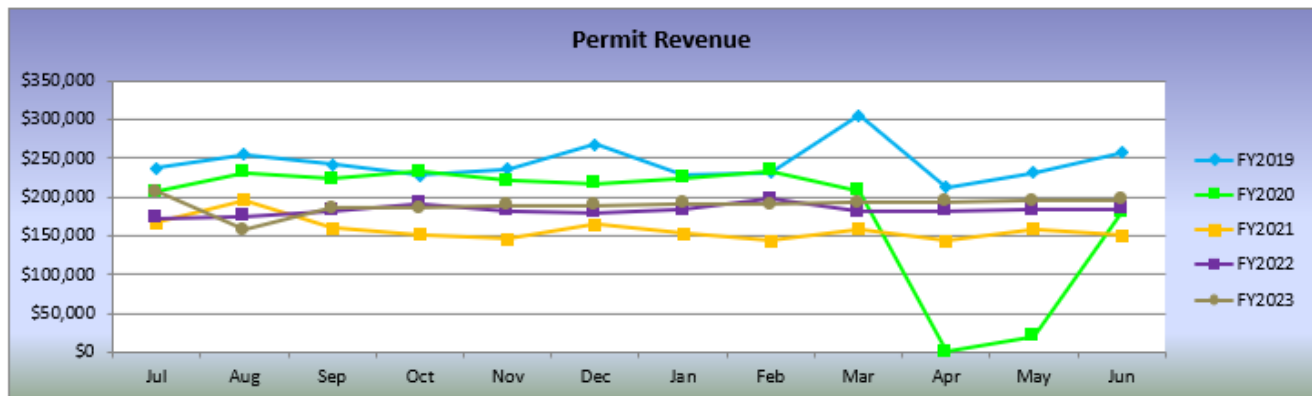
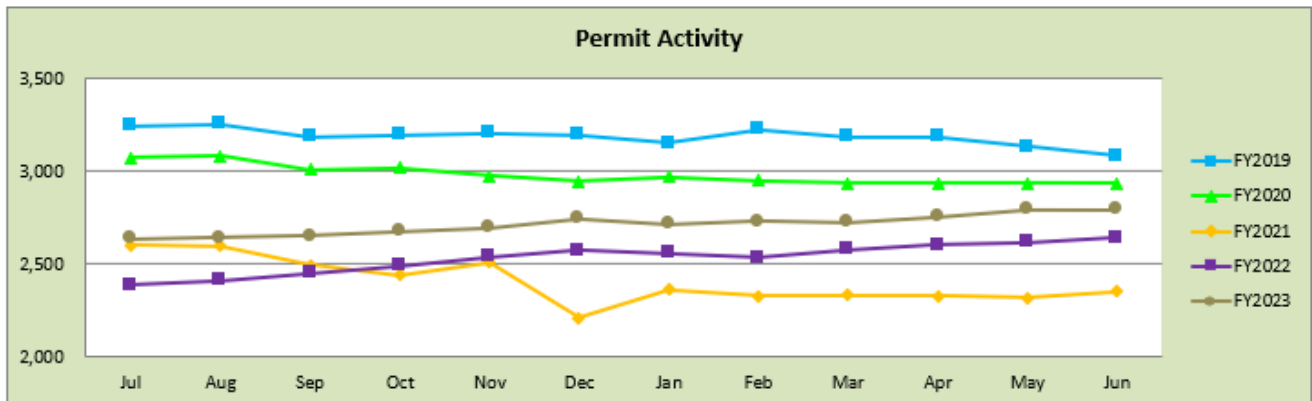
Systemwide Activity

- Overall, systemwide transient activity YTD is **3.4% above** last year and revenue is at **5.3% above** last year.



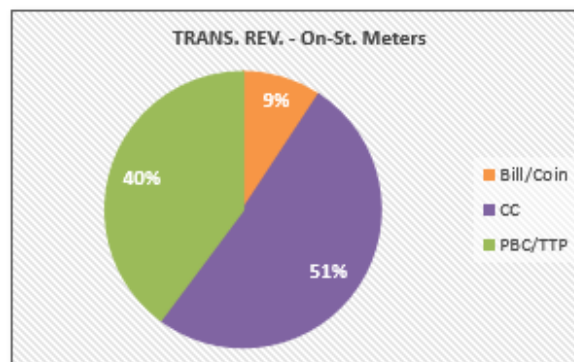
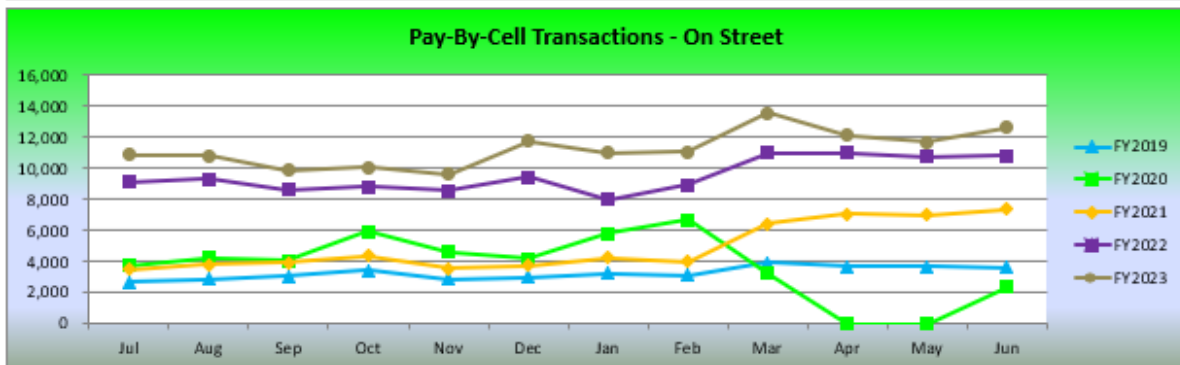
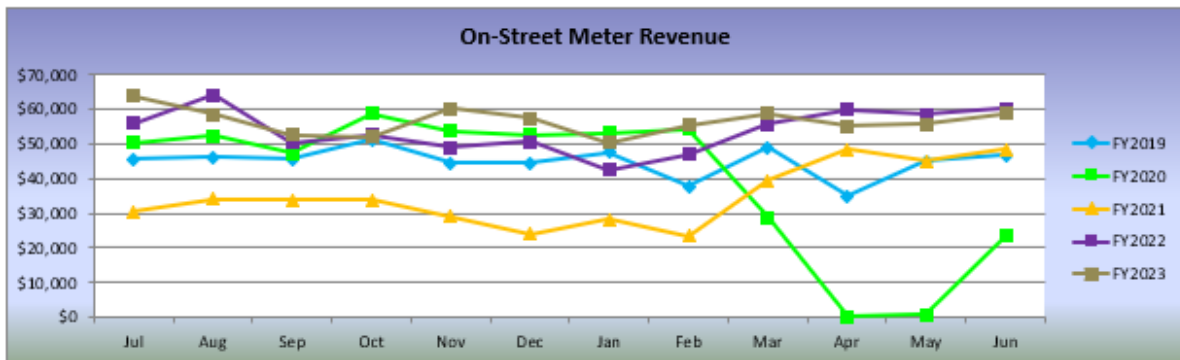
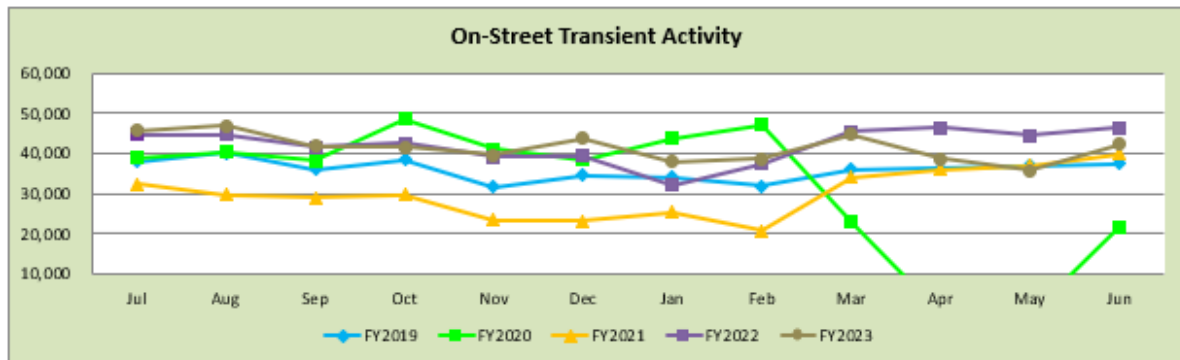
Permit Sales

- Compared to last month, June permits are **up 0.0%** and permit revenues are **up 0.4%**.
- Compared to last year, June permits are **up 5.8%** and permit revenues are **up 6.1%**.
- YTD compared to last year, permit activity is **up 7.2%** and revenue is **up 3.5%**.
- YTD permit revenue is **5.0% under** budget.
- YTD Permit activity is **14.9% below** pre-COVID levels and permit revenue is **22.5% below** pre-COVID levels.
- **2,794** permits were sold systemwide. There are 3,591 spaces available for permits and 4,425 total spaces systemwide, including non-metered spaces.



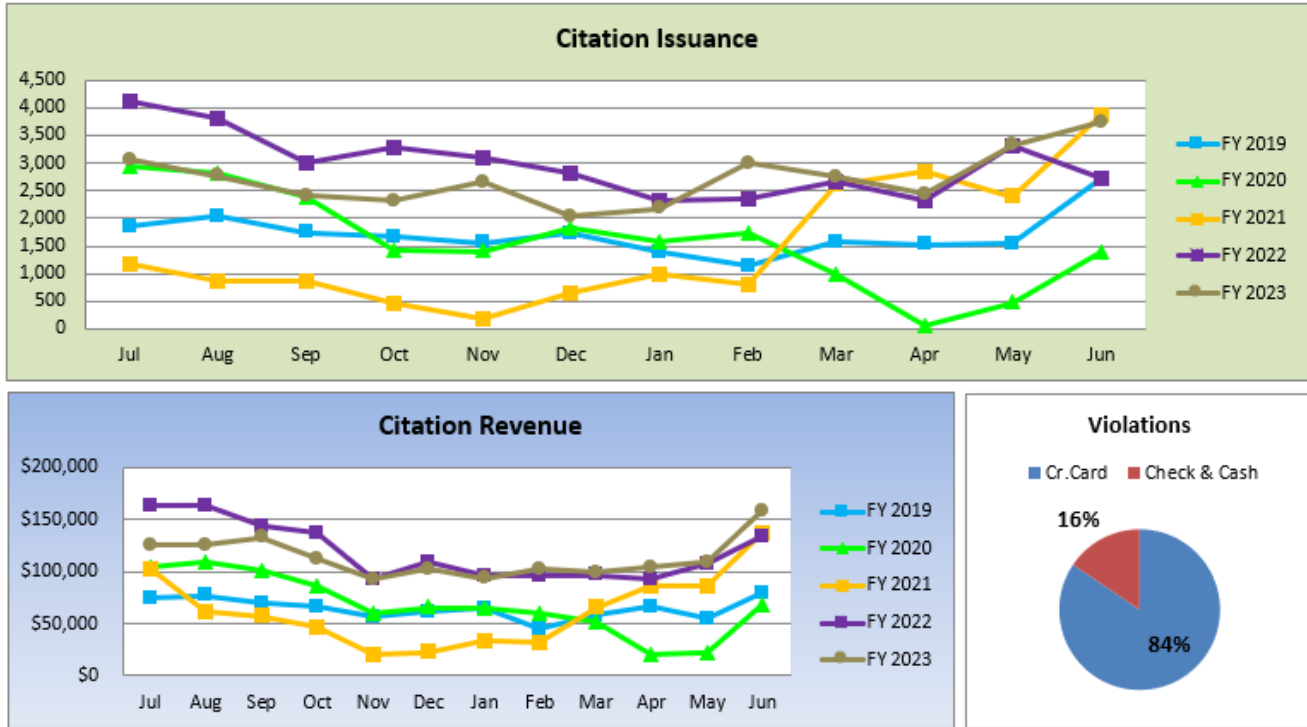
On-Street Parking

- YTD through June 2022, transient activity was **down 1.4%** and revenue was **up 5.0%** compared to last year.
- For the month of June, transient activity was **up 17.8%** compared to last month and **down 9.2%** compared to last June and **up 12.7%** compared to pre-COVID.
- Revenue was **up 5.8%** compared to last month and **down 2.4%** compared to last June and up **25.9%** compared to pre-COVID June.
- In SONO, the average PBC transaction was **\$2.26** or an Average Stay of **1.5** hours.
- In the Wall District, the average PBC transaction was **\$1.08** or an Average Stay of **2.2** hours.



Parking Enforcement

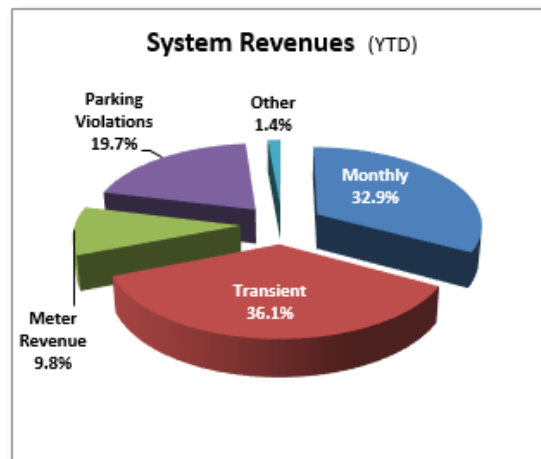
- YTD through June 2022, ticket issuance was **down 8.5%** and citation revenue was **down 5.2%** compared to the same period last year.
- Compared to last month, ticket issuance was **up 12.5%** and citation revenue was **up 44.1%**.
- Citation revenue accounts for **19.7%** of system revenues YTD.



Parking Violations Collection Program

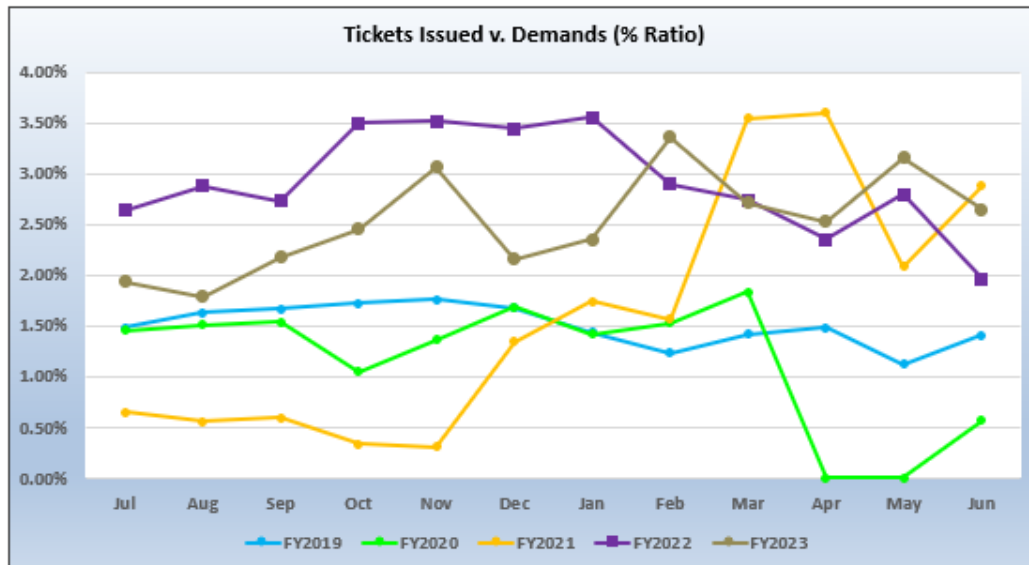
Fiscal Year	Delinquent \$ Collected
2013	\$131,458
2014	\$108,435
2015	\$84,233
2016	\$84,628
2017	\$152,412
2018	\$128,025
2019	\$103,032
2020	\$93,378
2021	\$71,346
2022	\$137,355
2023	\$129,477

YTD thru June



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.
FY2019	1,574	1,843	1,461	1,569	1,515	1,594	1,294	1,072	1,491	1,468	1,131	1,505	17,517	1,460
FY2020	1,602	1,718	1,484	1,160	1,367	1,710	1,514	1,667	851	17	17	223	13,330	1,111
FY2021	397	362	360	201	136	601	916	752	2,529	2,745	1,728	2,689	13,416	1,118
FY2022	3,127	2,993	2,390	3,092	2,859	2,783	2,284	2,305	2,606	2,257	2,650	1,981	31,327	2,611
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	28,175	2,348

Transient Demands (NOT including Beaches)

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL	AVG.
FY2019	106,168	112,894	87,811	91,061	86,286	95,118	90,170	86,885	104,945	99,209	101,014	106,576	1,168,137	97,345
FY2020	110,327	113,742	96,762	110,459	100,233	101,475	106,779	108,995	46,453	0	0	39,154	934,379	77,865
FY2021	60,962	65,055	60,234	59,448	44,445	44,600	52,682	47,949	71,404	76,193	83,038	93,578	759,588	63,299
FY2022	118,674	103,859	87,480	88,359	81,427	80,829	64,339	79,672	95,094	96,140	94,935	101,065	1,091,873	90,989
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	1,128,697	94,058

Ratio (%) - Tickets v. Demands

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	AVG.
FY2019	1.48%	1.63%	1.66%	1.72%	1.76%	1.68%	1.44%	1.23%	1.42%	1.48%	1.12%	1.41%	1.50%
FY2020	1.45%	1.51%	1.53%	1.05%	1.36%	1.69%	1.42%	1.53%	1.83%	0.00%	0.00%	0.57%	1.16%
FY2021	0.65%	0.56%	0.60%	0.34%	0.31%	1.35%	1.74%	1.57%	3.54%	3.60%	2.08%	2.87%	1.60%
FY2022	2.63%	2.88%	2.73%	3.50%	3.51%	3.44%	3.55%	2.89%	2.74%	2.35%	2.79%	1.96%	2.92%
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%	2.53%

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)				
Zone Number	Row Labels	Current 2022/23	2021/22	2020/21	2019/20	2018/19
2011	Ann St.	1.7%	1.6%	2.5%	2.2%	1.0%
2033	Berkeley St.	6.5%	1.5%	1.8%	4.4%	2.5%
2012	Haviland St.	3.0%	2.9%	5.6%	4.5%	3.8%
2021	Madison St.	1.8%	1.7%	5.2%	4.1%	3.8%
2030	Maple St.	1.4%	1.0%	2.1%	0.4%	0.3%
2010	Marshall St.	1.3%	1.7%	2.4%	2.1%	0.8%
2026	Merwin St	3.6%	2.1%	4.1%	2.1%	1.0%
2024	Monroe St.	0.3%	0.4%	1.1%	2.9%	2.1%
2017	N. Main St.	2.0%	1.8%	3.2%	3.6%	3.5%
2018	N. Water St.	1.6%	1.4%	2.8%	2.4%	1.9%
2027	Orchard St	4.7%	4.3%	7.2%	1.8%	0.7%
2032	Quincy st.	0.0%	0.0%	0.0%	0.0%	0.0%
2020	S. Main St.	1.0%	1.1%	2.1%	1.9%	1.6%
2016	W. Washington St.	0.6%	1.3%	0.9%	1.2%	0.6%
2014	Washington St.	5.2%	5.7%	8.7%	4.6%	3.5%
2031	West Ave	1.7%	1.5%	3.7%	0.9%	0.5%
2040	Wall St. Area	3.5%	3.9%	10.5%	4.7%	0.0%
2002	Webster Lot	2.4%	2.8%	3.7%	1.3%	1.3%
2004	Haviland Deck	2.2%	2.8%	4.8%	2.4%	1.8%
2022	North Water Lot	2.8%	3.5%	4.9%	3.6%	2.6%
2023	SNRR Lot	5.2%	6.1%	8.9%	3.9%	4.2%
2005	YDG	2.2%	3.2%	5.2%	0.9%	1.7%
2028	Wall Street Lot	1.7%	2.5%	6.4%	2.4%	4.7%
2029	Main Street Lot	2.5%	2.7%	4.5%	1.6%	2.4%
2015	Liberty Sqaure Lot	0.7%	0.7%	1.9%	1.0%	0.1%
Grand Total		2.6%	2.8%	4.8%	2.6%	2.2%
** Current year data is from September 2022 - June 2023						

Pay-By-Cell

- YTD through June, pay by cell activity was **up 19.2%** and revenue was **up 27.7%** compared to the same period last year.
- Compared to last month, June transactions were **up 8.2%** and revenue was **up 6.1%**.
- Compared to pre-COVID June 2019, transactions were **up 104.5%** and revenue was **up 48.6%**.
- The average transaction is **down 1.9%** from **\$3.03** in May to **\$2.97** per transaction in June.
- By comparison, the average transaction systemwide (all payment methods) is **\$2.35** per transaction.
- PBC transactions represent **25.5%** of system demands and **12.5%** of systemwide revenue.

