

CITY OF NORWALK
PARKING AUTHORITY
REGULAR MEETING
June 23, 2010

ATTENDANCE: John Federici, Chairman
Julius Hayward, Vice Chairman
Bryan Meek
Chris Bakes
Eileen Brown

STAFF: Kathryn Hebert, Administrative Services Manager
Hal Alvord, Public Works Director
Dilene Byrd, Secretary

OTHERS: Frank Del Monaco, LAZ Parking

PUBLIC HEARING

**Chairman Federici opened the public hearing at 6:03PM

**Chairman Federici closed the public hearing at 6:04PM

No one from the public attended

CALL TO ORDER

Chairman Federici called the meeting to order at 6:05PM

1. APPROVE THE MINUTES FROM THE PARKING AUTHORITY MEETING HELD ON WEDNESDAY, MAY 26, 2010.

** MS. BROWN MOVED TO APPROVE THE MINUTES

** MOTION PASSED UNANIMOUSLY

2. APPROVE THE BOOT FEE INCREASE

** MS. BROWN MOVED TO INCREASE THE BOOT FEE FROM \$85.00 TO \$105.00

** MOTION PASSED UNANIMOUSLY

GENERAL INFORMATION

1. MONTHLY FINANCIAL REPORT

Ms. Hebert said that there is a net cash flow of \$381,000. Mr. Meek asked what the cost variance is on the Yankee Doodle Garage. Mr. Del Monaco said it is from the project fees that were not budgeted.

Ms. Hebert said that the Yankee Doodle Garage should be completed by September and that the expenses may be less than were expected in the contract. She said that the contract may be able to be amended to do the sealing work.

Ms. Hebert said that there will be a change ordered issued to RAM Construction to repair the leak that is over the SNEW area at the South Norwalk Railroad Station. She said that the improvements to the westbound side are complete, and the seating will be installed next month. She said that the next task will be working on the tunnel as well as some small repairs that are needed. She said following that the bid documents will be developed for the concrete repairs.

2. MONTHLY OPERATING REPORT

Mr. Del Monaco said that the demands at the Maritime Garage were down 11% compared to last year at this time but that since school has been closed there has been some noticeable increases.

Mr. Del Monaco said that the demands at Webster Lot are slightly below where they were last year at this time. He said that the equipment is testing to satisfaction and that the transition is going well. He said that the solar lighting and voice enunciators are in. He said that staff is continuing to work with City Carting on installing a singular compactor and that all of the power requirements have been identified, and will begin working on the pad within the next couple of weeks.

Mr. Del Monaco said that the demands at the North Water Lot and Haviland Deck are ahead of where they were last year, and that on street parking is 21% ahead of where it was last year.

Mr. Del Monaco said the South Norwalk Railroad Station has rebounded and the demands are up 7% compared to last year at this time and that the demands at the East Norwalk Railroad Station continue to be consistent.

Mr. Del Monaco said that the demands at the Yankee Doodle Garage are down 30% compared to last year at this time, and that system wide permit sales are slightly ahead of where they were last year at this time.

Mr. Del Monaco said that parking enforcement is issuing 30% less violations that last year however, collections continue to be at a high level.

Mr. Del Monaco said that the transition from ACS to Duncan Solutions remains on schedule and will go live on August 1, 2010.

Mr. Del Monaco said that the East Norwalk Railroad Station and to lower Haviland Deck is permit parking only and he is recommending installing signage stating that parking there without a valid permit may result in the issuance of a violation and/or towed. Mr. Meek asked if the offender would incur a boot fee as well. Mr. Del Monaco said "no" but that they would be subject to the fees of the towing company in addition to the ticket.

** MR. MEEK MOVED TO APPROVE ENHANCING ENFORCEMENT EFFORTS AT THE EAST NORWALK RAILROAD STATION AND THE LOWER HAVILAND LOT BY TICKETING AND TOWING BEGINNING AUGUST 1, 2010

** MOTION PASSED UNANIMOUSLY

4. OLD BUSINESS

Mr. Del Monaco said that staff had met with Mayor Moccia and the Corporation Council regarding the procedure on parking ticket appeal hearings. Mr. Alvord said that staff will be writing a proposal on how the hearings should be held. He said it will be sent to Mayor Moccia and will be shared with Mr. Maslan to work through the details. Mr. Del Monaco said that in the meantime he has instructed his staff beginning today that anyone who is requesting a hearing they are to ask them if there was an option to appeal on line would they take advantage of that and to tally up the numbers.

Mr. Federici asked d the status of the installation of the headache bar at Haviland Deck. Mr. Del Monaco said that it will be installed in September.

Ms. Hebert said that staff had met with the SONO collaborative and said the meeting went well. She said that extending the meter hours on Washington Street to make it consistent with North Main Street was discussed and using the revenue to help clean up the area. Mr. Alvord said that they were also reminded that by City ordinance they are responsible for cleaning the sidewalks of their establishments. Ms. Hebert said that they were also told that their employees can park at the Maritime Garage for \$25.00 per month, and suggested that they link to the Parking Authority's website.

Ms. Hebert and Mr. Del Monaco presented the new Parking Authority website and said that if anyone on the Authority had any comments or suggestions to let her know. Mr. Meek said that the home link location is not clear and suggested that it by moved to the upper left side. He also suggested having a visited counter installed that is not visible to the users. Mr. Del Monaco said that the frames that were bought for the shuttle will now be used to promote the new website and the SNRR parking capacity alert program.

5. NEW BUSINESS

Mr. Alvord said that the Department of Transportation has approved the Transit District using the bridge on Burnell Blvd. as the temporary Pulse Point while the actual Pulse Point is being constructed. Mr. Federici asked when that will begin. Mr. Alvord said within the next month and it will be completed by December. He said once the new Pulse Point is open there will be signs prohibiting parking on the bridge.

6. ACTION ON ANY ITEM DISCUSEED HERIEN

No discussion.

7. ADJOURMENT

** MS. BROWN MOVED TO ADJOURN

** MOTION PASSED UNANIMOUSLY

The meeting adjourned at 7:05PM

DRAFT