Regular Meeting
Wednesday, April 26, 2023
6:00 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.

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

AGENDA

1) Public Comment, limited to three minutes each speaker
2) Discussion and action related to minutes from the Parking Authority meeting, Wednesday March 22, 2023
3) Financial and Operating Report
4) Engineering and Project Report
   a) Update – Haviland construction projects – Jim Travers
   b) Update – Yankee Doodle Garage Façade enhancement – Jim Travers
5) New Business
   a) Discussion – Webster Lot land disposition – Brian Bidolli
   b) Discussion and Approve – FY 2023/2024 Operating Budget
   c) Discussion – New PARCS System for SoNo and Maritime Garages
6) Old Business
   a) Discussion – 15-minute free option – Jim Travers
   b) Update – Status of paystation delivery – Sirak Legesse
   c) Update – Coffee Shop lease – Jim Travers
7) Motion to Adjourn

Next Parking Authority meeting: May 24, 2023

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
REGULAR MEETING VIA ZOOM VIRTUAL VIDEOCONFERENCE AND TELECONFERENCE
MARCH 22, 2023

ATTENDANCE: Eric Rain, Chairman
Matthew Seebeck, Vice Chairman
Jud Aley
Pamela Parkington
Peter Fullam

STAFF	James Travers, Director, TMP
OTHERS:	Stathis Manousos, LAZ Parking Rocky Legesse, LAZ Parking Matt Edvardsen, Spinnaker Henry Conroy, Spinnaker

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 FEBRUARY 22, 2023.

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

3. FINANCIAL AND OPERATING REPORT

Mr. Manousos reported and said that revenue is up for the month and year to date and for the month saw gains at Webster Lot, Main Street Lot, the East Norwalk Railroad Station. He said that transient revenue was on budget with gains at the South Norwalk Railroad Station, Haviland Deck, the Main Street lot, and the East Norwalk Railroad Station. He said the revenue for meters and violations are over budget and the expenses are under budget both for the month and year to date and compared to the same period last year, the year-to-date revenue is up almost 4% and violations are down almost 14% from last year and all other revenue and expenses are favorable to budget year to date.

Mr. Manousos reported on the variance report and said that meter revenue is up for the month due to increase activity and more meter bag payments were collected, and violations are up due to increased collections and decreased compliance. He said some of the items on the expense side are hold overs and will be seen on the report until the next budget cycle. Mr. Travers said that staff has been in discussions with LAZ to discuss the expenses with the desire to major improvements such as signage with the intent to try not to bond the funds, and he went through an inventory of all of the vehicles and in prior times there was a customer service vehicle that has not been getting a lot of use and will monitor the repairs to the older vehicles and use the customer service vehicle for enforcement or where needed. Mr. Aley asked why the customer service vehicle is not being used. Mr. Travers said there hasn't been a need in a long time and the direction he would like the parking operation to go is where all staff are ambassadors and not just rely on one person but work as a team to serve the needs of the constituents. Mr. Aley said he hopes that will happen.

Mr. Manousos reported on the Covid impact analysis and said compared to February 2019, and the total system revenue is 4.5% below pre-Covid levels but expenses are 4.5% below pre-Covid levels.

Mr. Manousos reported on the systemwide activity and said they are following seasonal trends but year to date is still 1.4% below pre-Covid levels on the transient side and revenue is 8.4% below pre-Covid levels.

Mr. Manousos reported on the permit sales and said they have remained consistent, and on-street parking is also following seasonal trends and the activity was up 4.4% and revenue is up 9.3% compared to last year. He reported on the Pay by Cell and said the average stay is approximately 1.5 hours and the average transient transaction systemwide is $1.43.

Mr. Manousos reported of the parking enforcement and said that ticket issuance was down 17.4% and citation revenue was down 11.6% compared to the same period last year and the citation revenue accounts for almost 20% of system revenues year to date.

Mr. Manousos reported on the ticket issued vs. demands analysis and said there was an increase from last month in the number of tickets issued compared to the demands. Mr. Aley asked why the meter violations are so high on Orchard Street. Mr. Legesse said that most of the tickets are being issued after 5:00PM and the enforcement officers are engaging the restaurants to let them know when they are in the area. Mr. Seebeck said there is a fair amount of construction going on Orchard and Quincy Street and asked if the contractor is purchasing bags for the meters. Mr. Legesse said most of the meter bag revenue is from the Wall Street area and not from Orchard Street. Mr. Travers said there is a lot more activity in the Orchard Street area due to the construction.

Mr. Manousos reported on the Pay by Cell and said the activity is up 20% year to date and revenue is up 30% year to date and have surpassed pre-Covid levels. Mr. Seebeck asked based on transactions made by Pay by Cell if the average transaction payment is higher on a Pay by Cell transaction, then the systemwide average. Mr. Manousos said "yes" he believes so, but he will confirm.

4. ENGINEERING AND PROJECT UPDATE

a) Update- Haviland construction projects

Mr. Travers reported and said next month he will provide an update on the direction on the Haviland construction projects.

b) Update- Yankee Doodle Garage Façade enhancements

Mr. Travers said the façade enhancements are still on track and Desmond Associates is working on the conditions assessment report and has found some issues that will need to be addressed prior to the façade enhancements and he will be meeting with them next Friday to review the preliminary report.

5. NEW BUSINESS

a) Discussion- 15/17 Chestnut St. land disposition and temporary parking

Mr. Travers introduced Brian Bidolli and said he is the Executive Director of the Redevelopment Agency. Mr. Bidolli reported on the 15/17 Chestnut Street project and said the Common Council is advancing the discussion and have scheduled a public hearing for April 6, 2023, for the land disposition of the area to enable the development. He said a critical component is the development of a temporary parking plan as well as the long-term parking arrangement once the spaces are replaced and put into the structured garage. He said they have been working closely with TMP to identify a strategy around that with the key things being what happens to the spaces during construction so Spinnaker is fully committing to identifying a location within walking distance of the train station that will accommodate the 60 parking spaces, and once the temporary parking plan is in place those spaces will be housed in structure. He said a benefit to this project is that they did receive a $6 million dollar grant from the State of Connecticut to help with the infrastructure in the area.

Mr. Travers said they are continuing to work with legal on an agreement that will satisfy both users and The Redevelopment Agency has contracted with VHB to look at opportunities to maximize the parking and to look at it at a comprehensive plan to address ride share and buses. He said that Spinnaker will be replacing the 60 parking spaces that they are procuring under this land disposition and will still be required to provide those to the public for parking and the revenue will not go to the Parking Authority, but are insuring that the agreement does keep a fair amount of parking available for ridership to the area. He said a majority of the lot is designated to transient parking today and are proposing in the future that all of the lot is still available for transient parking and that the retail space has additional parking that is suitable for their operation.

Mr. Rains said the impact of the loss of the 60 parking spaces needs to be tracked and there needs to be clear delineation that the public parking in the new garage is not Parking Authority parking.

Mr. Seebeck said that prior to Covid by 8:00AM there was 100% occupancy on both sides and the lack of permit holders is a short-term problem and is concerned about having sufficient capacity in the event people begin to return as more people are returning to commuting. Mr. Travers said as part of the sale of the land disposition it does affect 60 parking spaces but are looking for the net number of parking spaces to be the same regardless of who is managing the space, and in the future look at a residential parking zone so that the parking areas for commuters and residents are defined.

b) Discussion- Courtesy Cards

Mr. Aley said in the past courtesy cards were issued and ended up giving too many, but he thinks they often build a lot of good will and suggested that the program start again. He suggested doing a test period because it is a lot of money to grind out all the striping for the reverse angled parking and restripe for the parallel parking to only be removed in a year or so when the sidewalks are widened on Wall Street and suggested giving courtesy cards specific to the back in angled parking which can educate people and build some good will. Mr. Travers said that staff will report back to the Parking Authority next month on what the actual costs will be for the removal and restriping of the parking spaces, but he does not know if courtesy cards will fix the issue because the back in angled parking has been in place for almost three years and are still seeing it as a number one challenge that exists. Mr. Aley also said that signage for the back in angled parking would also be helpful. Mr. Travers said that the signage can be installed in the interim.

c) Discussion- NRVT Grand Opening

Mr. Travers said that the Bike/Walk Commission and the NRVT will be holding an event on May 6, 2023, that will highlight the NRVT portions that are open, but are not ready for a phase II grand opening by May 6, 2023.

d) Discuss and Vote- Amnesty Program to begin May 1. 3 months. Removal of all late fees

Mr. Travers said that the amnesty program would begin on May 1, 2023 or June 1, 2023, and would run for three months, and is a proposal to remove all late fees for older tickets and is an opportunity to let people pay the original fine and get rid of some of the old debt that staff is having a harder time collecting, and amnesty programs have shown to be very successful in some other communities and is a way to present good will. Mr. Manousos said the program would be open to everyone with delinquent citations, but notices will only be mailed to those with citations that were delinquent in the last five years. He said there are currently over 89,000 citations open and 10,713 would qualify to be mailed a notice. He said that $474,144 is due in fines but 100% of the late fees would be waived which amounts to $932,751 and would yield a 7% collection rate and the net collections would be approximately $25,244. He said citation issued during the amnesty program will flow through the normal process but will not accrue any late fees and will still receive the discount if paid with 24 hours but at the end of the amnesty program the clock would start ticking on those unpaid tickets that were issued during the program and late fees will be applied to their normal schedule. He said that there will be a public relations piece to this, and outreach will be done through social media and by email. Mr. Travers suggested that tickets issued six months ago up not five years only by eligible for the program and those issued within the last six months would still fall under the collections process. Mr. Fullam said the program will need to be promoted heavily to reach as many people as possible. Mr. Rain suggested that the outreach only be geared to those who qualify for the program. Ms. Parkington said that the outreach should be done through social media and the dates that the amnesty program covers needs be specified. Mr. Seebeck asked other than the notices being mailed what the anticipated cost will be. Mr. Travers said that would be the only cost associated with the program. Mr. Seebeck said he wants to be sure that the end user know that they are paying the city or the Parking Authority especially if they are coming to pay in person.

6. OLD BUSINESS

a) Discussion- 15-minute free option

Mr. Legesse said the first shipment of meters are scheduled to arrive on March 27th and the second shipment will arrive on April 2nd and the installation will begin on April 10th.

b) Update- Status of paystation delivery

This was discussed under item 6a of the agenda.

c) Update- Coffee shop lease

Mr. Travers said that he received the lease back from legal today and will be sending it to the property manager and will then schedule a walk through of the space.

d) Discussion and vote- Removal of back in angle parking

**** MR. SEEBECK MOVED TO APPROVE REMOVING THE BACK IN ANGLED PARKING IF THE COSTS ARE LESS THAN $5,000.**
**** MS. PARKINGTON SECONDED THE MOTION.**
**** THE MOTION PASSED UNANIMOUSLY.**

e) Discussion and vote- ParkMobile payment minimum $1.00

Mr. Travers said that staff would like to move forward with the $1.00 minimum for ParkMobile payments as it is with credit card charges. He said if the Parking Authority would like to see the credit card fees because the fee to process some credit cards are in excess of the revenue that is being received.

**** MR. SEEBECK MOVED TO APPROVE THE PARKMOBILE PAYMENT MINIMUM OF $1.00.**
**** MS. PARKINGTON SECONDED THE MOTION.**
**** THE MOTION PASSED UNANIMOUSLY.**

7. ADJOURNMENT

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

The meeting adjourned at 7:40PM.

Respectfully submitted,

Dilene Byrd

March
2023

Operations Report

FINANCIAL SUMMARY

	Month (March)					YTD (July - March)					FISCAL YEAR	
	Actual	Budget	Var $	Var %	Actual PY	Actual	Budget	Var $	Var %	Actual PY	Forecast	Budget
REVENUES:												
Parking Revenue	531,136	533,288	(2,152)	-0.4%	498,013	4,784,829	4,419,996	364,833	8.3%	4,580,424	6,379,782	6,163,005
Other Revenue	4,804	8,402	(3,599)	-42.8%	3,279	40,036	75,622	(35,586)	-47.1%	52,537	71,381	100,829
Total System Revenue	**535,940**	**541,691**	**(5,751)**	-1.1%	**501,292**	**4,824,865**	**4,495,618**	**329,247**	7.3%	**4,632,961**	**6,451,163**	**6,263,834**
EXPENSES:												
Operations	287,596	327,066	(39,470)	-12.1%	285,648	2,689,544	2,890,326	(200,782)	-6.9%	2,807,684	3,851,043	3,818,549
City Support/Admin Svcs	61,903	63,331	(1,428)	-2.3%	61,617	557,128	569,978	(12,850)	-2.3%	535,315	742,837	759,971
Debt Service	107,180	107,180	0	0.0%	96,635	964,621	964,621	-	0.0%	869,714	1,286,162	1,286,162
Capital Reserve &Replacemen	11,250	11,250	0	0.0%	11,250	90,000	101,250	(11,250)	-11.1%	78,750	120,000	135,000
Total Expenses	**467,929**	**508,827**	**(40,898)**	-8.0%	**455,149**	**4,301,294**	**4,526,176**	**(224,882)**	-5.0%	**4,291,462**	**6,000,042**	**5,999,682**
Fund Balance	**68,011**	**32,864**	**35,147**	106.9%	**46,143**	**523,571**	**(30,558)**	**554,129**	-1813.4%	**341,499**	**451,120**	**264,152**

Budget Summary

- Parking revenue is **0.4% under** budget for the month and **8.3% over** budget YTD.
- Total expenses are **8.0% under** budget for the month and **5.0% under** budget YTD.
- Transient revenue is **13.8% under** budget for the month and **9.4% over** budget YTD. Compared to the same period last year, YTD transient revenue is **16.4% above** last year.

Month and YTD Comparisons

- Total Revenue for the month is **up 3.5%** compared to last month (February) and is **up 6.9%** compared to March of last year. Compared to the same period last year, YTD revenue is **4.2% above** last year.

- Transient activity for the month is **up 13.4%** compared to last month (February) and is **up 3.1%** compared to March of last year. Transient activity YTD is **up 5.9%** compared to last year.

- Permit activity (number of permits sold) is **down 0.2%** compared to last month (February) and **up 5.6%** compared to March of last year. Permit activity YTD is **up 7.5%** compared to last year.

- Permit Revenue is **up 4.7%** compared to last month (February) and **up 10.2%** compared to March of last year. Permit revenue YTD is **up 3.0%** 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 March 31, 2023

	ACTUAL	BUDGET	Var. ($)	Var. (%)	COMMENTS	Actual YTD	Budget YTD
PARKING REVENUE							
Parking Violation	$99,689	$65,700	$33,989	51.7%	Ticket issuance was only 5% over budget; however, average ticket value collected was 44% higher than budgeted.	$987,569	$750,925
OPERATING EXPENSES							
Security Services	$479	$10,000	($9,521)	-95.2%	Quarterly service payment was made in January.	$67,332	$90,000
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	$75,000
Vehicle Expense	$9,223	$4,167	$5,056	121.3%	Repairs on two vehicles -- 1 enforcement & 1 maintenance	$53,663	$37,500
Building Repair & Maintenance	$9,272	$24,925	($15,653)	-62.8%	Repairs completed in March invoiced and paid in April.	$294,339	$238,750
Snow Removal	$22,246	$38,500	($16,254)	-42.2%	Less snowfall than projected	$29,145	$166,250
Parking Program	$16,677	$8,333	$8,344	100.1%	Two DKA invoices (Visit Norwalk) paid in March	$68,678	$75,000

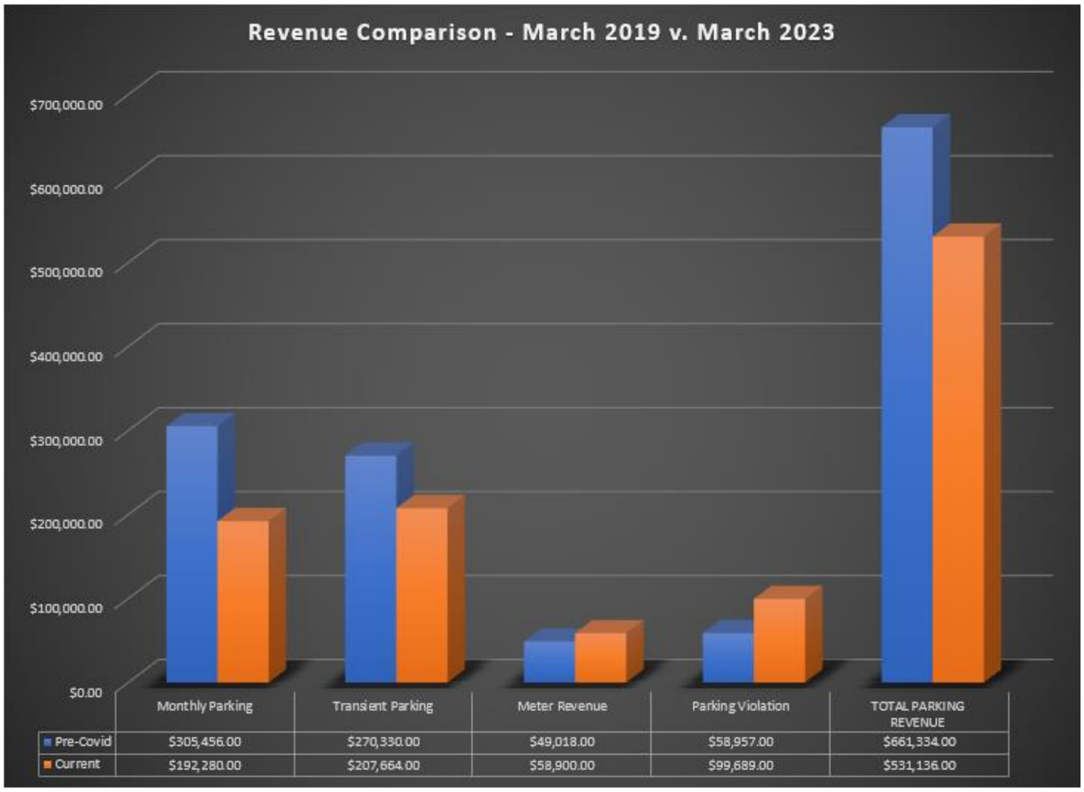
Financial Statement
For the Eight Months ending March 28, 2023

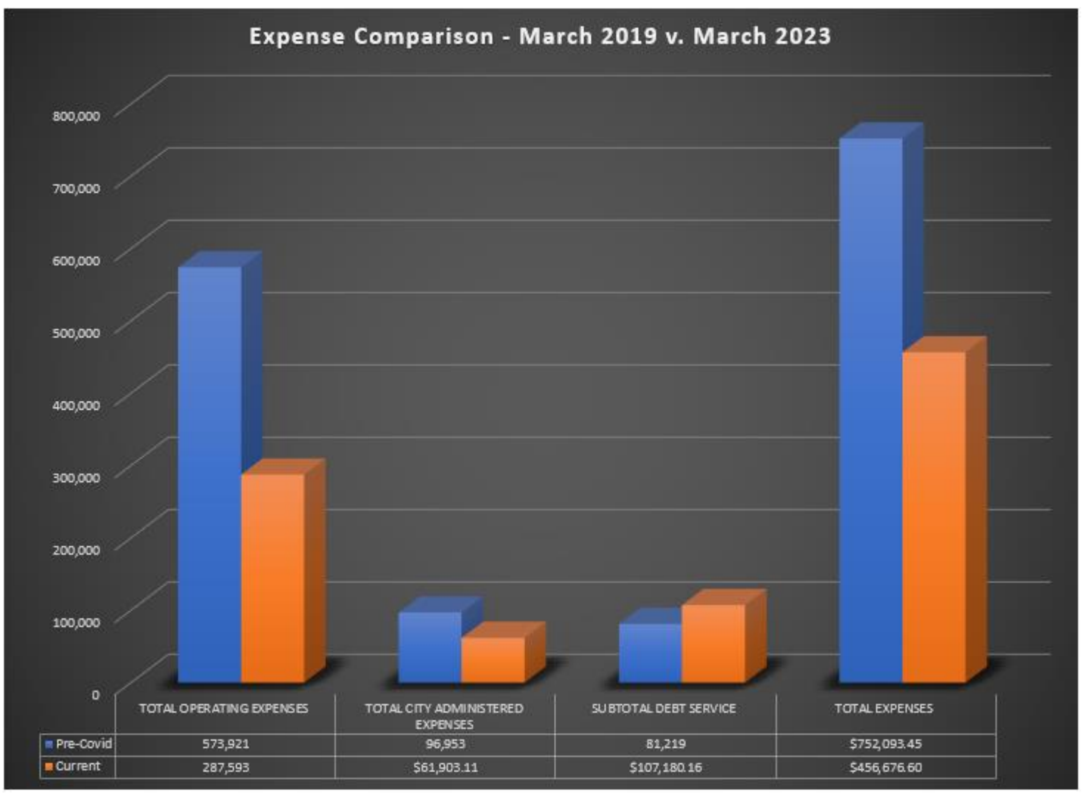
LAZ Parking Management
Norwalk Parking Authority
For the Nine Months Ending March 31, 2023

							Year-to-Date					Fiscal Year	
						Prev.					Prev.		ANNUAL
		ACTUAL	BUDGET	VAR $	VAR %	ACTUAL	ACTUAL	BUDGET	VAR $	VAR %	ACTUAL YTD	FORECAST	BUDGET
	PARKING REVENUE												
R1	Monthly Parking	192,280	199,200	(6,919)	-3.5%	180,732	1,687,207	1,792,796	(105,589)	-5.9%	1,645,070	2,249,610	2,390,395
R2	Transient Parking	207,664	240,972	(33,308)	-13.8%	190,136	1,841,807	1,683,592	158,215	9.4%	1,581,722	2,455,743	2,520,428
R3	Meter Revenue	58,900	57,109	1,791	3.1%	55,749	509,464	425,669	83,795	19.7%	468,117	679,286	614,664
R4	Parking Violation	99,689	65,700	33,989	51.7%	96,919	987,569	750,925	236,644	31.5%	1,106,558	1,316,758	967,437
R5	Less: Refunds	0	0	0	0.0%	(50)	(29)	0	(29)	0.0%	(439)	(29)	0
R6	Less: Sales Tax	(27,397)	(29,692)	2,295	-7.7%	(25,473)	(241,190)	(232,986)	(8,204)	3.5%	(220,604)	(321,586)	(329,918)
	TOTAL PARKING REVENUE	**531,136**	**533,288**	(2,152)	-0.4%	**498,013**	**4,784,829**	**4,419,996**	364,833	8.3%	**4,580,424**	**6,379,782**	**6,163,005**
	OTHER REVENUE												
R11	Art Program	0	150	(150)	-100.0%	0	0	1,350	(1,350)	-100.0%	0	0	1,800
R12	Lease Income - SNRR/MTG	3,060	3,040	21	0.7%	3,040	29,609	27,358	2,251	8.2%	27,632	39,478	36,477
R13	Lease Income - Webster											0	
R14	Lease Income - YDG	418	418	0	0.0%	0	3,344	3,762	(418)	-11.1%	3,296	4,459	5,016
R15	SNRR/ENRR Concessions	1,124	2,878	(1,754)	-60.9%	0	4,622	25,902	(21,280)	-82.2%	0	6,162	34,536
R16	Advertising Revenue	0	1,500	(1,500)	-100.0%	0	0	13,500	(13,500)	-100.0%	18,955	18,000	18,000
R17	Investment Income	0	83	(83)	-100.0%	0	0	750	(750)	-100.0%	0	0	1,000
R18	ATM Machines	201	333	(132)	-39.7%	239	2,461	3,000	(539)	-18.0%	2,654	3,281	4,000
	TOTAL OTHER REVENUE	**4,804**	**8,402**	**(3,599)**	**-42.8%**	**3,279**	**40,036**	**75,622**	**(35,586)**	**-47.1%**	**52,537**	**71,381**	**100,829**
	TOTAL SYSTEM REVENUE	**535,940**	**541,691**	**(5,751)**	**-1.1%**	**501,292**	**4,824,865**	**4,495,618**	**329,247**	**7.3%**	**4,632,961**	**6,451,163**	**6,263,834**
	OPERATING EXPENSES												
E1	Gross Wages	99,942	102,424	(2,482)	-2.4%	102,447	925,173	1,024,244	(99,071)	-9.7%	966,315	1,233,564	1,331,517
E2	Payroll Taxes	12,245	12,957	(711)	-5.5%	12,003	113,860	129,567	(15,706)	-12.1%	116,114	151,814	168,437
E3	Worker's Compensation	4,066	4,302	(236)	-5.5%	3,985	37,802	43,018	(5,217)	-12.1%	39,261	50,402	55,924
E4	Group Health Insurance	13,477	10,755	2,722	25.3%	10,390	105,772	107,546	(1,774)	-1.6%	95,519	141,029	139,809
E5	401(k) Company Match	1,936	2,048	(112)	-5.5%	1,898	18,001	20,485	(2,484)	-12.1%	18,696	24,001	26,630
E6	Security Services	479	10,000	(9,521)	-95.2%	843	67,332	90,000	(22,668)	-25.2%	63,321	109,776	120,000
E7	Equipment Expense	0	8,333	(8,333)	-100.0%	0	0	75,000	(75,000)	-100.0%	1,922	0	100,000
E8	Vehicle Expense	9,223	4,167	5,056	121.3%	5,293	53,663	37,500	16,163	43.1%	33,650	71,551	50,000
E9	Building Repair & Maintenance	9,272	24,925	(15,653)	-62.8%	11,164	294,339	238,750	55,589	23.3%	278,484	558,812	356,990
E10	Service Contract	8,843	10,417	(1,573)	-15.1%	17,777	151,593	93,750	57,843	61.7%	176,102	202,124	125,000
E11	Sanitation Expense	1,868	1,660	208	12.6%	1,987	19,345	14,940	4,405	29.5%	20,383	25,794	19,920
E12	Operating Expenses	7,932	6,250	1,682	26.9%	7,991	96,113	56,250	39,863	70.9%	70,213	128,150	75,000
E13	Elevator Repair & Maintenance	0	0	0	0.0%	0	(372)	0	(372)	0.0%	9,541	(372)	0
E14	Snow Removal	22,246	38,500	(16,254)	-42.2%	40,763	29,145	166,250	(137,105)	-82.5%	139,704	38,860	177,500
E15	Signage	61	3,000	(2,939)	-98.0%	108	34,160	27,000	7,160	26.5%	20,247	75,547	36,000
E16	Tickets	207	1,250	(1,043)	-83.4%	0	4,036	11,250	(7,214)	-64.1%	20,942	5,381	15,000
E17	Liability Insurance	12,864	13,376	(512)	-3.8%	12,034	115,807	111,361	4,447	4.0%	111,215	154,410	155,033
E18	Maritime Garage Condo Fees	1,779	1,965	(185)	-9.4%	1,779	16,015	17,681	(1,666)	-9.4%	16,015	21,353	23,574
E19	Uniforms	0	3,333	(3,333)	-100.0%	0	2,254	30,000	(27,746)	-92.5%	4,180	38,005	40,000
E20	Management Fees LAZ	8,333	8,333	0	0.0%	8,333	75,000	75,000	0	0.0%	75,000	100,000	100,000
E21	Bank and Credit Card Fees	24,877	15,483	9,395	60.7%	21,356	228,078	128,436	99,641	77.6%	205,015	304,103	179,150
E22	Office Expense	225	1,333	(1,108)	-83.1%	821	8,402	12,000	(3,598)	-30.0%	9,286	11,202	16,000
E23	Utilities	10,402	6,422	3,980	62.0%	8,367	66,657	57,798	8,860	15.3%	55,972	88,877	77,064
E24	Telephone	7,279	7,500	(221)	-2.9%	7,495	65,007	67,500	(2,493)	-3.7%	74,811	86,676	90,000
E25	Permit/Violation Management	10,510	12,500	(1,990)	-15.9%	8,526	80,065	112,500	(32,435)	-28.8%	105,683	106,754	150,000
E26	Marketing and Communication	2,850	3,333	(483)	-14.5%	288	13,620	30,000	(16,380)	-54.6%	11,006	23,160	40,000
E27	Parking Program	16,677	8,333	8,344	100.1%	0	68,678	75,000	(6,322)	-8.4%	69,085	100,070	100,000
E28	Contingency Fund	0	4,167	(4,167)	-100.0%	0	0	37,500	(37,500)	-100.0%	0	0	50,000
	TOTAL OPERATING EXPENSES	**287,596**	**327,066**	**(39,470)**	**-12.1%**	**285,648**	**2,689,544**	**2,890,326**	**(200,782)**	**-6.9%**	**2,807,684**	**3,851,043**	**3,818,549**
	CITY ADMINISTERED EXPENSES												
CE1	Other City Payroll Expenses	38,333	38,333	0	0.0%	38,333	345,000	345,000	0	0.0%	345,000	460,000	460,000
CE2	Electric	18,214	19,642	(1,428)	-7.3%	17,820	163,928	176,779	(12,850)	-7.3%	144,306	218,571	235,705
CE3	Sewer	922	922	0	0.0%	922	8,300	8,300	0	0.0%	5,133	11,066	11,066
CE4	Professional Services	3,750	3,750	0	0.0%	3,750	33,750	33,750	0	0.0%	33,750	45,000	45,000
CE5	Business Expense	267	267	0	0.0%	375	2,400	2,400	0	0.0%	3,375	3,200	3,200
CE6	Legal Service Retainer	417	417	0	0.0%	417	3,750	3,750	0	0.0%	3,750	5,000	5,000
	TOTAL CITY ADMINISTERED EXPENSES	**61,903**	**63,331**	(1,428)	-2.3%	**61,617**	**557,128**	**569,978**	(12,850)	-2.3%	**535,315**	**742,837**	**759,971**
	SUBTOTAL OPERATING EXPENSES	**349,499**	**390,397**	(40,898)	-10.5%	**347,264**	**3,246,672**	**3,460,304**	(213,632)	-6.2%	**3,342,998**	**4,593,881**	**4,578,520**
DE1	Debt Service Interest	23,704	23,704	0	0.0%	30,328	213,333	213,333	0	0.0%	272,949	284,445	284,445
DE2	Debt Service Principle	83,476	83,476	0	0.0%	66,307	751,288	751,288	0	0.0%	596,765	1,001,717	1,001,717
	SUBTOTAL DEBT SERVICE	**107,180**	**107,180**	0	0.0%	**96,635**	**964,621**	**964,621**	0	0.0%	**869,714**	**1,286,162**	**1,286,162**
E29	Capital Reserve and Replacement	11,250	11,250	0	0.0%	11,250	90,000	101,250	(11,250)	-11.1%	78,750	120,000	135,000
	TOTAL EXPENSES	**467,929**	**508,827**	(40,898)	-8.0%	**455,149**	**4,301,294**	**4,526,176**	(224,882)	-5.0%	**4,291,462**	**6,000,042**	**5,999,682**
	Fund Balance	**68,011**	**32,864**	35,147	106.9%	**46,143**	**523,571**	**(30,558)**	554,129	-1813.4%	**341,499**	**451,120**	**264,152**

COVID Impact Analysis (Pre-Covid v. Current)

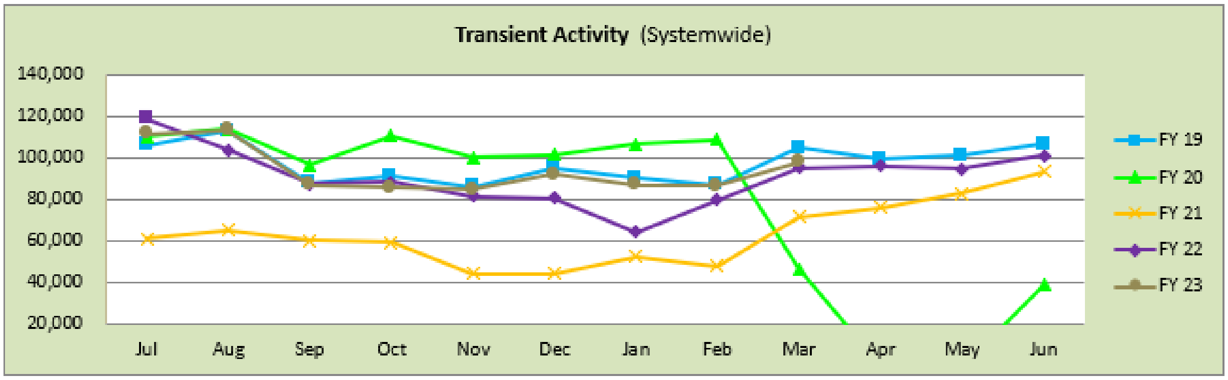
The following graphs illustrate the comparison between pre-COVID and current revenue and expense activity. Compared to pre-COVID March 2019, total system **revenue** is **19.5% below** pre-COVID levels and **expenses** are **38.7% below** pre-COVID levels.

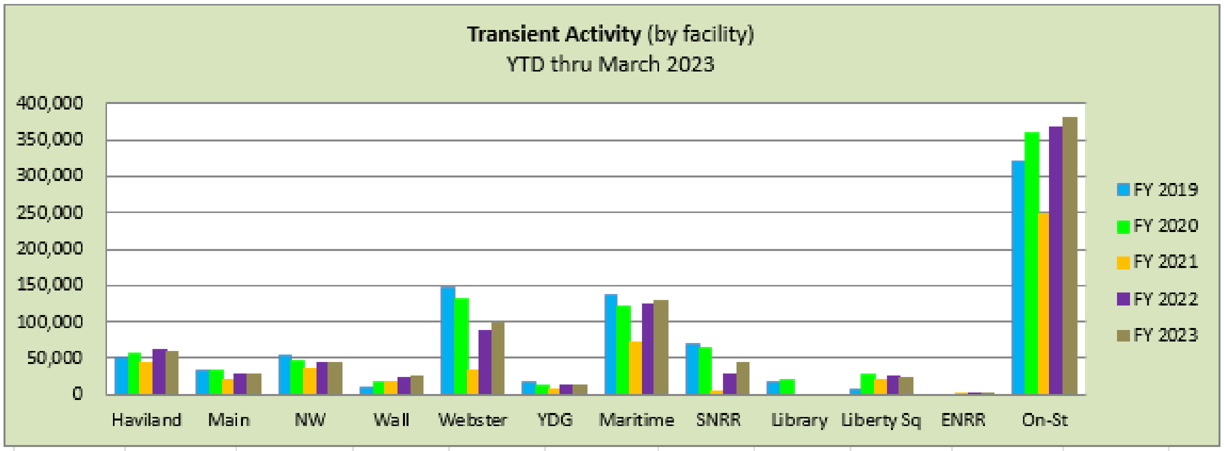


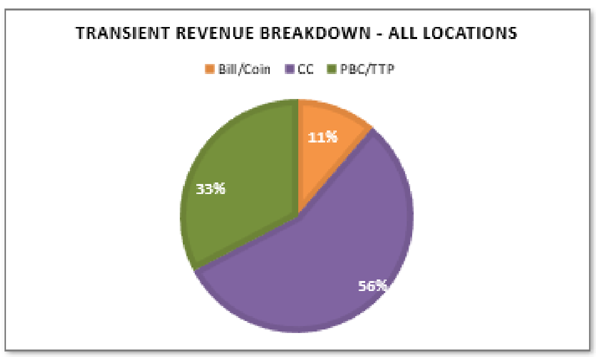


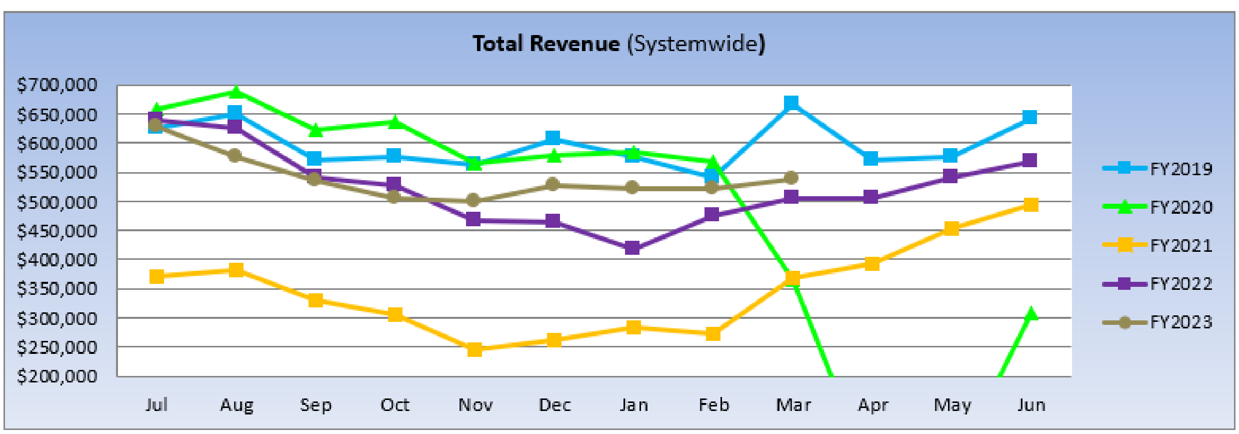
Systemwide Activity

- Overall, systemwide transient activity YTD is **1.4% below** pre-COVID levels and revenue is at **8.4% below** pre-COVID levels.



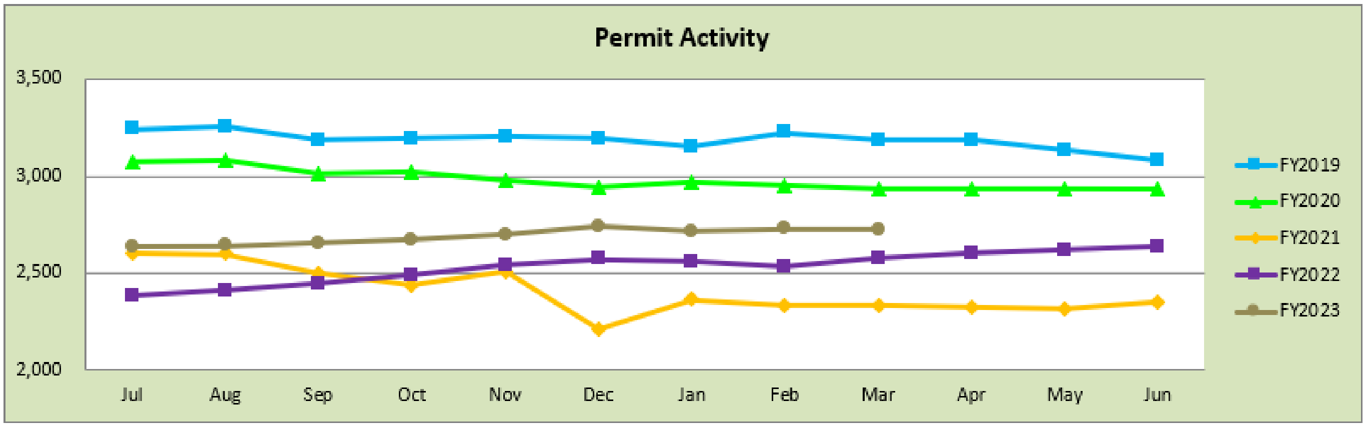


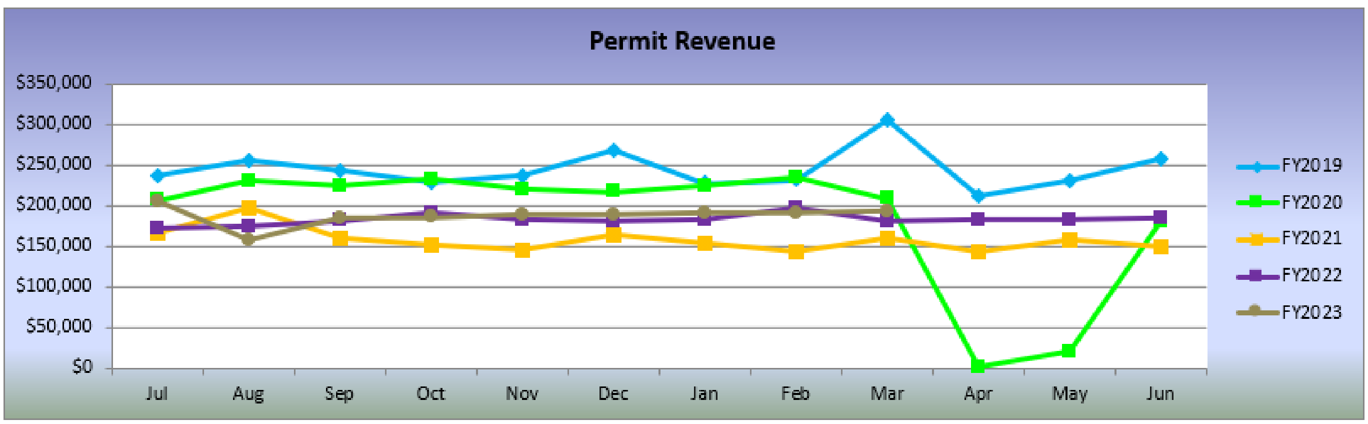


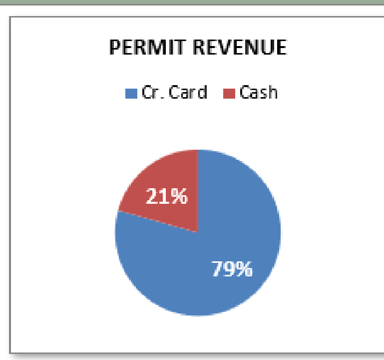


Permit Sales

- Compared to last month, March permits are **down 0.2%** and permit revenues are **up 1.0%**.
- Compared to last year, March permits are **up 5.6%** and permit revenues are **up 6.4%.**
- YTD compared to last year, permit activity is **up 7.5%** and revenue is **up 2.6%**.
- YTD permit revenue is **5.9% under** budget.
- YTD Permit activity is **16.0% below** pre-COVID levels and permit revenue is **24.3% below** pre-COVID levels.
- **2,725** permits were sold systemwide. There are 3,591 spaces available for permits and 4,425 total spaces systemwide, including non-metered spaces.

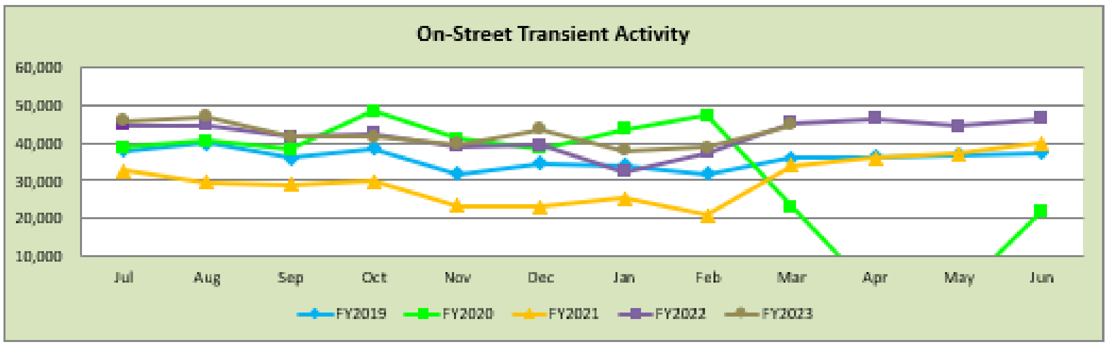


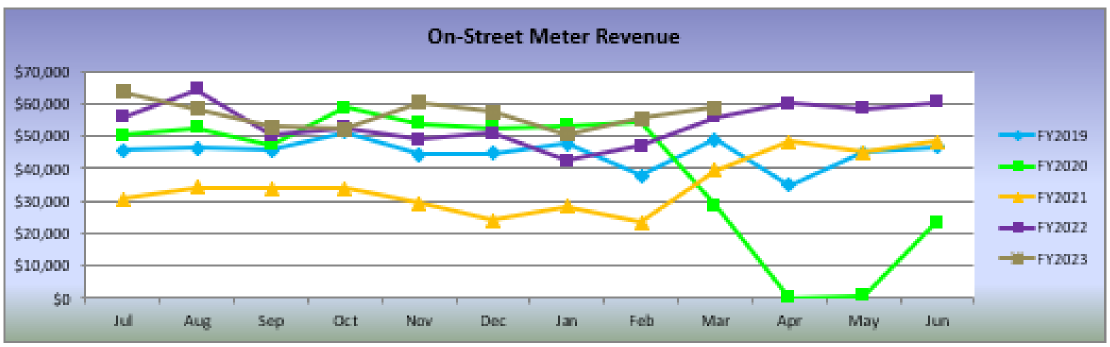


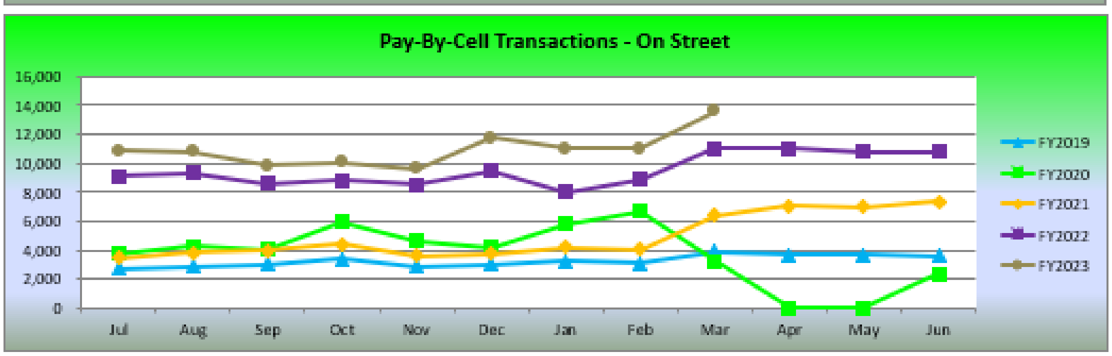


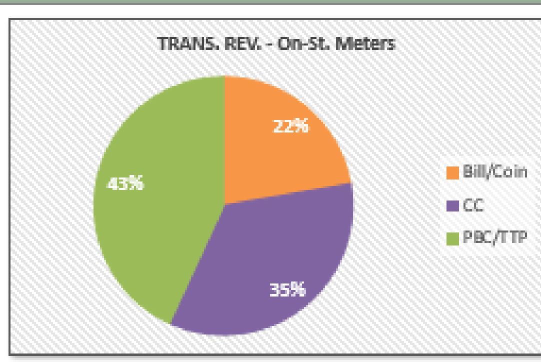
On-Street Parking

- YTD through March 2022, transient activity was **up 3.7%** and revenue was **up 8.8%** compared to last year.
- For the month of March, transient activity was **up 15.6%** compared to last month and **down 1.4%** compared to last March and **up 24.3%** compared to pre-COVID.
- Revenue was **up 6.3%** compared to last month and **up 5.7%** compared to last March and up **20.2%** compared to pre-COVID March.
- In SONO, the average PBC transaction was **$2.32** or an Average Stay of **1.5** hours.
- In the Wall District, the average PBC transaction was **$0.78** or an Average Stay of **1.6** hours.



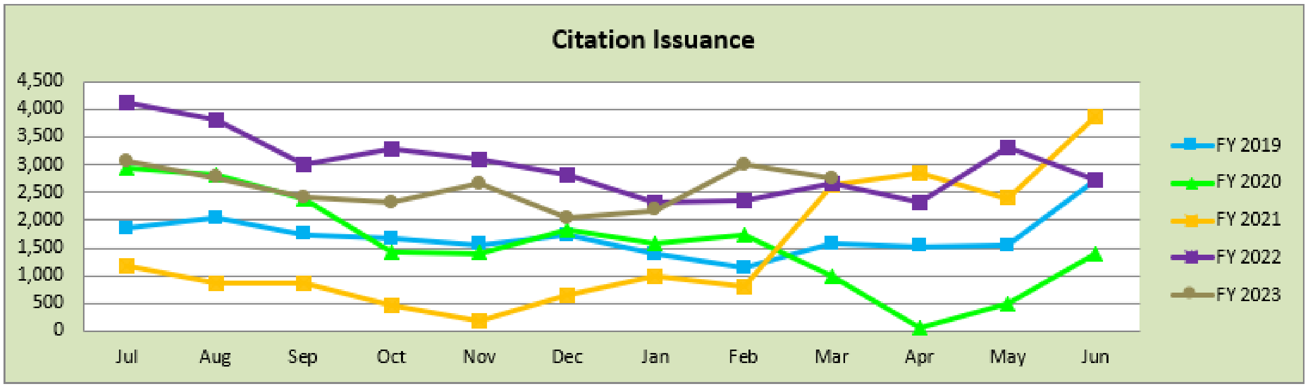


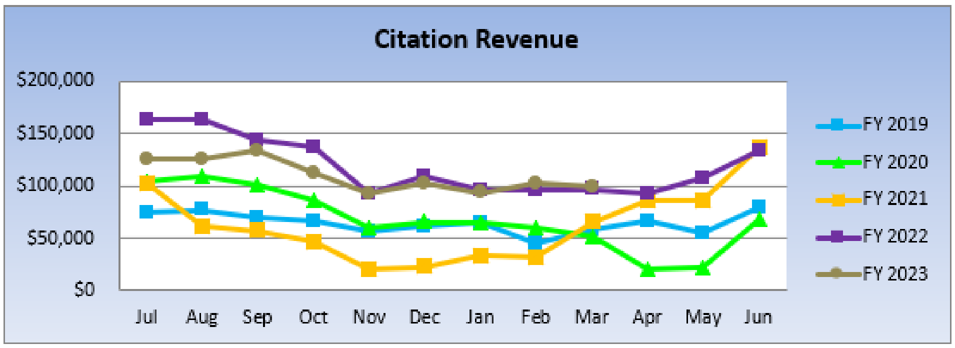


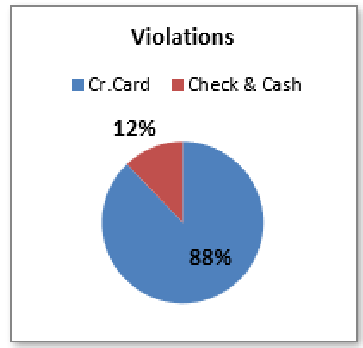


Parking Enforcement

- YTD through March 2022, ticket issuance was **down 15.4%** and citation revenue was **down 10.3%** compared to the same period last year.
- Compared to last month, ticket issuance was **down 8.2%** and citation revenue was **down 3.3%**.
- Citation revenue accounts for **19.5%** of system revenues YTD.

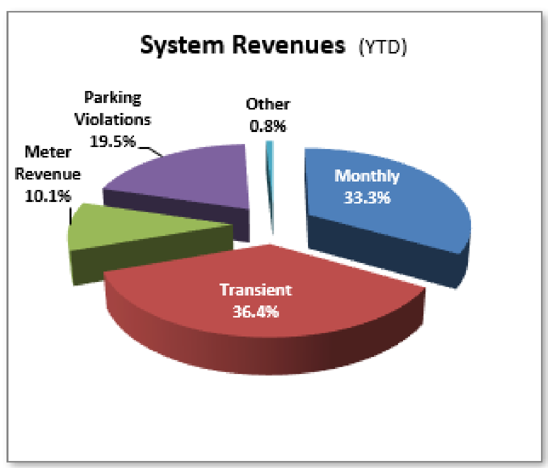






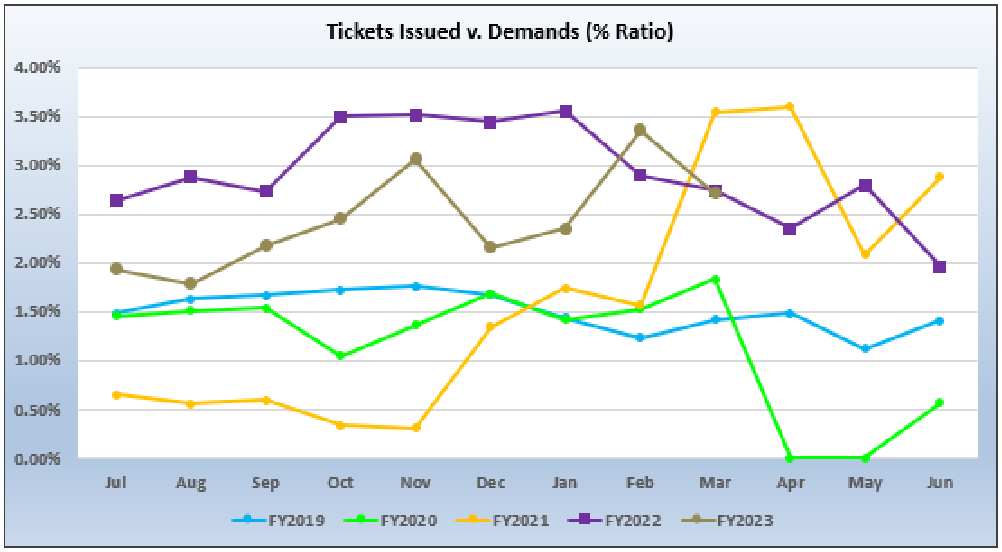
Parking Violations Collection Program

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	$93,322	YTD thru Mar.



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				20,390	2,266

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				847,046	94,116

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%				2.44%

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.	1.2%	1.6%	2.5%	2.2%	1.0%
2033	Berkeley St.	4.0%	1.5%	1.8%	4.4%	2.5%
2012	Haviland St.	3.0%	2.9%	5.6%	4.5%	3.8%
2021	Madison St.	1.5%	1.7%	5.2%	4.1%	3.8%
2030	Maple St.	0.7%	1.0%	2.1%	0.4%	0.3%
2010	Marshall St.	1.2%	1.7%	2.4%	2.1%	0.8%
2026	Merwin St	3.3%	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.	1.6%	1.8%	3.2%	3.6%	3.5%
2018	N. Water St.	1.2%	1.4%	2.8%	2.4%	1.9%
2027	Orchard St	4.9%	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.	0.8%	1.1%	2.1%	1.9%	1.6%
2016	W. Washington St.	0.5%	1.3%	0.9%	1.2%	0.6%
2014	Washington St.	4.5%	5.7%	8.7%	4.6%	3.5%
2031	West Ave	1.3%	1.5%	3.7%	0.9%	0.5%
2040	Wall St. Area	3.7%	3.9%	10.5%	4.7%	0.0%
2002	Webster Lot	2.7%	2.8%	3.7%	1.3%	1.3%
2004	Haviland Deck	2.4%	2.8%	4.8%	2.4%	1.8%
2022	North Water Lot	2.9%	3.5%	4.9%	3.6%	2.6%
2023	SNRR Lot	5.4%	6.1%	8.9%	3.9%	4.2%
2005	YDG	2.0%	3.2%	5.2%	0.9%	1.7%
2028	Wall Street Lot	1.9%	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		2.5%	2.8%	4.8%	2.6%	2.2%

** Current year data is from September 2022 - March 2023

Pay-By-Cell

- YTD through March, pay by cell activity was **up 20.4%** and revenue was **up 29.4%** compared to the same period last year.
- Compared to last month, March transactions were **up 23.0%** and revenue was **up 25.3%**.
- Compared to pre-COVID March 2019, transactions were **up 107.8%** and revenue was **up 38.4%**.
- The average transaction is **up 1.9%** from **$2.73** in February to **$2.78** per transaction in March.
- By comparison, the average transaction systemwide (all payment methods) is **$2.14** per transaction.
- PBC transactions represent **24.5%** of system demands and **12.2%** of systemwide revenue.