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 lie 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 Jessica Vonashek at jvonashek@norwalkct.org to provide written comment prior to the meeting.

PARKING AUTHORITY
REGULAR MEETING VIA ZOOM VIRTUAL VIDEOCONFERENCE AND TELECONFERENCE
FEBRUARY 23, 2022

ATTENDANCE: Eric Rains, Vice Chairman
Jud Aley
Tom Vetter

STAFF James Travers, Director, TMP
Garrett Bolella, Asst. Director, TMP
James Emery, Assistant Parking Director, TMP

OTHERS: Stathis Manousos, LAZ Parking
Rocky Legesse, LAZ Parking
Julio Castillo, THA, Consulting
Reggie Piggée, THA Consulting
Jim Zullo, THA Consulting

CALL TO ORDER

Mr. Rains called the meeting to order at 6:18PM.

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, JANUARY 26, 2022.

**** MR. VETTER MOVED TO APPROVE THE MINUTES AS SUBMITTED.**
**** MR. ALEY SECONDED THE MOTION.**
**** THE MOTION PASSED UNANIMOUSLY.**

3. CHAIRMAN'S REPORT

There was no report given. Mr. Rains requested this item be removed from the agenda going forward.

4. FINANCIAL AND OPERATING REPORT

Mr. Manousos presented and said overall the performance is slightly under budget for the month but are very favorable year to date. He said up until the Omicron variant we were on a recovery line but since then have had a decline in trend and are down 12% compared to pre-Covid levels year to date, and permit levels are still lower compared to pre-Covid levels but are beginning to trend in the right direction as people are coming back to work. He said the transient demands are down 11% systemwide and the non-commuter locations are performing well but the commuter locations are still recovering, and the South Norwalk Railroad Station is still at 50% of pre-Covid levels. Mr. Travers asked what percentage of vehicles are parked at the South Norwalk Railroad Station currently. Mr. Legesse said at peak times the garage is approximately 15%-20% occupied and the overflow lot is 35%- 40% occupied.

Mr. Rains said he knows that efforts are now being spent on the budget and the audit but requested that between now and the next meeting to review the level of reporting that can be expected each month. Mr. Emery said the next plan is to but together on how the numbers will be presented monthly and get input from Mr. Rains and finalize it prior to the next meeting. Mr. Rains requested that the format be discussed at the next meeting so that Mr. Vetter and Mr. Aley can weigh in.

5. ENGINEERING AND PROJECT REPORT

a. No new updates. Construction postponed for the winder season.

Mr. Emery said due to some warm days the contractor was able to come into the Webster Lot and do some work on the green infrastructure project but is now on hold until the spring as is the project at the South Norwalk Railroad Station.

NEW BUSINESS

a. Discuss and vote- THA to present the possible Yankee Doodle Garage Facade Enhancements

Mr. Travers said that THA has been engaged to look at concepts to modernize the Yankee Doodle Garage and learned that the ribs on the garage are not structural but they are attached to each of the layers and if removed will have an ongoing maintenance issue that is not recommended that the Parking Authority take on. He said that THA will be presenting some options and once an option is chosen would like to bring it to the community at large to make sure they have an opportunity to weigh in.

Mr. Zullo presented the aesthetic enhancement report for the Yankee Doodle Garage and said there is great redevelopment going on in this area and the intent is to have this structure contribute to the downtown realm and to be an attractive place for people to park as the area continues to develop. He said the areas that they had focused on were the architectural elements of the façade, the stairwell towers as well as the entry/exit portals and want to make sure the pedestrian access to the facility was enhanced. He the concept of removing the ribs not only presented a maintenance issue but also a fall protection issue so if they were removed there would need to be a significant investment for railings and code to prevent falls. He said they had focused on the lower cost options and want to make sure the design will not add in any significant to the ongoing maintenance. He said the garage was found to be structurally sound and to build a garage of this size today would be over $12 million dollars of investment, so it is a valuable piece of infrastructure.

Mr. Rains asked Mr. Travers to explain why this is being considered. Mr. Travers said there is a LOCIP application in for East Wall Street and have preliminary approval on one application and continue to look at other funding, but the administration is very much committed to making good on the investments and promises to Wall Street so the garage would be left as an eye sore if we do not simultaneously make that investment. He said the estimated city's total investment to the work on Wall Street will be approximately $12 million dollars.

Mr. Pagee presented four design options and proposed site improvements and provided an overview of each of the options.

Mr. Emery urged the members of the Parking Authority to look at pictures of the Yankee Doodle Garage as it looks now specifically the vehicle entrances and exits and the wall at the back side of the garage and match it to the pictures of the design concepts.

Mr. Aley asked if the ribs are colored what effect the sun bleaching will have overtime. Mr. Zullo said in his experience staining the exterior precast elements has lasted for 20 years with periodic power washing.

Mr. Rains suggested to keep the idea of vegetation but look at the sidewalks to carve out areas for soil so that things can be planted in the ground that aren't susceptible to the results of the artificial condition that green walls present.

The members of the Parking Authority agreed on options 1 and 1A. Mr. Vetter said any of the options will be a vast improvement to the garage and requested the report be sent to him. Mr. Travers said he will send the link to all the Parking Authority members and the next step will be to share it with the community and at the next meeting discuss the feedback that was received and discuss advancing the project. Mr. Rains suggested that there is a very strong and clear delineation that the attachment of panels is a future addition at some point and is not being offered as a possibility now. Mr. Travers agreed and said that only options 1 and 1A will be presented. Mr. Rains also requested that the context of the overall effort and direction of Wall Street also be included when presenting to the community.

b. Budget Presentation

Mr. Emery presented and said that it is unfortunate that that the Omicron variant hit when it did because we were seeing some good numbers and were trending in the right direction especially with the commuter lots, but we are still projecting to come out with a positive fund balance at the end of the fiscal year, and can work on decreasing some of the expenses and fine tuning the projections for the revenues that will give us more of a fund balance at the end of next fiscal year. He said the next process is to dig into the budget and see where we can make some changes on the expense side and look at what is being forecasted for the rest of this year and look at the pre-covid levels and during covid levels and fine tune what will show up on the revenue side. He said transient and on-street parking is continuing to trend in the right direction and expect that trend to continue and are continuing to see slow uptick in permitting at the South Norwalk Railroad Station which is due to the pop-up website which lets people know there are permits available and the outreach that is being done with the daily parkers.

Mr. Emery said between the budget and the actuals from last year to this year the numbers stay fairly decent and based on preliminary forecasting are seeing some expense increase but also an increase on the revenue side. He said one of the things they are working hard to do is to be tight on the expense side to help pay down on some of the bonds and the principal and interest on the debt so they could get to where they would not have to bond anymore. Mr. Aley asked what the current debt amount is. Mr. Emery said $1.286 million dollars. Mr. Manousos said what is listed in the debt service is the annual repayment of bonding that the city has done and will have to give them a bond schedule as to when the debt expires so the whole approach of not bonding when they don't need to and using operating funds is a great goal. Mr. Emery said he will work on getting that schedule from the Finance Department and he will share it with the Parking Authority. Mr. Travers clarified that the $1.286 million dollars that Mr. Emery referred to are the payments that are made to debt service based on the schedule that is provided to them by the Finance Department, and the Parking Authority does not bond because the city bonds for them and then the Finance Department provides LAZ with the repayment schedule and the Parking Authority is responsible for the repayment of those. Mr. Rains suggested separate from establishing and approving a budget there is a discussion about bonding.

Mr. Vetter left the meeting at 7:25PM.

Mr. Rains asked if the budget will be ready to be voted on by the Parking Authority at the next meeting. Mr. Emery said "yes". Mr. Travers requested that the final budget be sent to the Parking Authority prior to the meeting so they have time to review it. Mr. Rains said that due to Covid 2020 was a void and requested that a column for 2019 be added to help with context. Mr. Emery agreed and said that they will be using 2019 as part of the forecasting for the budget because it more reliable.

ADJOURNMENT

**** MR. ALEY MOVED TO ADJOURN.**
**** MR. RAINS SECONDED THE MOTION.**
**** THE MOTION PASSED UNANIMOUSLY.**

Respectfully submitted,

Dilene Byrd