



CITY OF NORWALK
PARKING AUTHORITY
REGULAR MEETING
December 17, 2014

ATTENDANCE: Julius Hayward, Chairman
Mike Harden, Vice Chairman
Chris Bakes
Richard Brescia
Olga Arteaga

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

OTHERS: Stathis Manousos, LAZ Parking
Rocky Legesse, LAZ Parking
Ms. Beltz-Jacobson, Asst. Corporation Counsel
Tim Sheehan, Executive Director, Redevelopment

Agency

BUSINESS PORTION

- 1. APPROVE THE MINUTES FROM THE PARKING AUTHORITY MEETING HELD ON WEDNESDAY, NOVEMBER 19, 2014.**

Mr. Brescia said that on Page 1, Item 1, Line 11, to a “ ed ways to d l o increase permit activity if that approach is a sound one”

**** MR. BRESCIA BAKES TO APPROVE THE MINUTES AS AMENDED**

**** MOTION PASSED UNANIMOUSLY**

2. AUTHORIZE THE CHAIRMAN OR THE VICE CHAIRMAN OF THE NORWALK PARKING AUTHORITY TO EXECUTE A PARKING LICENSE AGREEMENT WITH THE MARITIME AQUARIUM TO PROVIDE PARKING FOR EMPLOYEES AND VOLUNTEERS THROUGH JULY 29, 2031

Ms. Hebert said that the agreement was finalized and that the letter from Ms. Beltz-Jacobson states the highlights of the essence of the contract which she said basically gives the Maritime Aquarium \$4 per monthly pass for the first five years, and then increases to \$5. She said that the daily chaser tickets which are for volunteers and the Board of Trustees is .50 cents for the first five years and then increased to \$1.00 for the next five years. She said that upper and lower limits were also established on the access cards and that the lower limit is 35 and the upper limit is 175. She said that the chaser tickets are not to exceed 400 per month.

Ms. Hebert said that a lot of work was put into this agreement and she would like to thank staff, the members of the Parking Authority, as well as the staff from the Maritime Aquarium.

**** MR. BRESCIA MOVED TO APPROVE THE ITEM**

**** MOTION PASSED UNANIMOUSLY**

3. APPROVE THE CAPITAL BUDGET PLAN

Ms. Hebert reported and said that the capital plan does not include any funding request for fiscal year 2016 and debt service payments are \$1,009,277. The total outstanding debt service is \$12,666,405. She said that the capital plan show funding requests starting in fiscal year 2017, and that the debt service payments for fiscal year 2017 are estimated at \$986,011, and that any approved capital funding for fiscal year 2017 will not show debt service payments for two years.

**** MR. BAKES MOVED TO APPROVE THE ITEM**

**** MOTION PASSED UNANIMOUSLY**

Ms. Beltz-Jacobson arrived at 5:05

GENERAL INFORMATION

1. FINANCIAL REPORT

Ms. Hebert reported and said that there was over 14 percent increase in transient collections and that permit sales are stable. She said that the permits for the East Norwalk Railroad Station are currently oversold by 50 percent, and that there are an average of twenty five spaces vacant on a daily basis, but that no more permits will be sold. She said that violations still only represent twelve percent of the total budget which reflects relaxed enforcement and high compliance.

2. OPERATING REPORT

Mr. Manousos reported and said that transient activity is up over 14% ytd compared to last year and that the permit sales are steady. He reported on the pay by cell and said that year to date through November the activity was up 54.4% compared to last year. He reported on the Smarparking technology pilot program and said that it is doing well, and that since the launch there have been 170,000 events and 1,500 park application sessions, and that the average parker session length is over two minutes. He said that staff will be reviewing the sensor and counter activity reports for presentation. He also said that staff will be reaching out to the business community regarding the parker map link and said that businesses can now easily link their website to the parker map for increased customer convenience

3. OPERATING AND CAPITAL BUDGETS FY 2016

Ms. Hebert distributed the proposed fiscal year 2016 operating budget and said that it included the changes that were discussed at the November meeting. She said that additional data will be sent to the Parking Authority to review, and that the public hearing will be scheduled in February.

4. OTHER BUSINESS

Ms. Hebert said that the Stamford DSS had reached out to staff to meet with them and the City of Stamford regarding the Norwalk Parking Authority's business model.

5. NEXT PARKING AUTHORITY MEETING: WEDNESDAY, JANUARY 28, 2015, AT THE MARITIME GARAGE, PARKING AUTHORITY OFFICES, 11 N. WATER STREET, 6 PM.

6. ADJOURNMENT

**** MR. BAKES MOVED TO ADJOURN**

**** MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 5:40PM