



CITY OF NORWALK
PARKING AUTHORITY
REGULAR MEETING
November 20, 2013

ATTENDANCE: Bryan Meek, Chairman
Julius Hayward, Vice Chairman
Chris Bakes
Mike Harden

ABSENT: Olga Arteaga

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

OTHERS: Stathis Manousos, LAZ Parking

CALL TO ORDER

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

**1. APPROVE THE MINUTES FROM THE PARKING AUTHORITY MEETING HELD
ON WEDNESDAY, OCTOBER 23 , 2013**

Mr. Hayward said on page 3, Item 6, Line 1, to change "Haywark to Hayward"

****MR. HAYWARD MOVED TO APPROVE THE MINUTES AS AMENDED
** MOTION PASSED UNANIMOUSLY**

**2. AUTHORIZE THE CHAIRMAN OR THE VICE CHAIRMAN TO EXECUTE AN
AMENDMENT TO THE AGREEMENT WITH LAZ PARKING, LLC. TO IMPLEMENT
THE TECHNOLOGY PLAN.**

Ms. Hebert said that staff would like to amend the contract with LAZ Parking because there is no language in the current contract to implement the smart parking technology plan. She said that staff is recommending to extend the contract another 3 years to end on June 30, 2018, with no increase in fee. She said that this would give enough time to implement the 5 year plan.

**** MR. HAYWARD MOVED TO APPROVE TO AMEND THE CONTRACT WITH LAZ PARKING, LLC TO ENABLE THEM TO IMPLEMENT THE SMART PARKING TECHNOGY PLAN**
**** MOTION PASSED UNANIMOUSLY**

GENERAL INFORMATION

1. MONTHLY FINANCIAL REPORT

Ms. Hebert said that the net capital reserve for the month of October is over \$28, 000, and that the finances are stable compared to last year. Mr. Meek asked if there was any money spent on snow removal for the small snowfall that occurred last week. Mr. Manousos said “no”. Ms. Hebert reported on the expenses and said that they are lower than last year due to the hurricane related expenses in October, 2012.

2. MONTHLY OPERATING REPORT

Mr. Manousos reported on the highlights and said that there is a decrease in transient revenue for Webster Lot , and that staff will be looking into that system wide but that it appears that people are starting to conduct short term business and are not paying to park, and that the ticket issuance is reflective of that and has decreased 14% over the last few years. Mr. Manousos reported on the pay by cell and said that it is steadily increasing and not only is there an increase number of transactions, but there is also an increase in total transaction values as well as the average transaction which has increased to \$6.83 per transaction. Mr. Meek asked if the fact that the South Norwalk Railroad Station is over \$10.00 reflects multiple day stays. Mr. Manousos said that he has looked at that this month and is seeing more and more multi day payments there. Mr. Manousos reported that the electric charging stations are seeing an increase in use. Mr. Harden asked how people pay for the use of the electric vehicle charging. Mr. Manousos said by credit card. Mr. Manousos said that the level by level parking system data at the South Norwalk Railroad Station will be pushed to the Norwalk Parking Authority website and mobile website for customer convenience and communication. He said that this data will also be part of the smart parking technology plan pilot program.

3. TECHNOLOGY PLAN PILOT

Mr. Manousos presented the Norwalk Parking Authority Smartparking/Technology Plan and said that that there will be two contractors that staff will be working with and one is Streetline and the other is Case Parking. He said that Streetline is the contractor for the on street parking spaces and the pilot program will include 200 space sensors and will be done on Wall Street, North Main Street and Washington Street. He said that Case Parking is the contractor for the real-time surface parking lot occupancy counter equipment and will count the empty parking spaces in the lots, and that the pilot program will be done in Webster Lot, North Water Lot and the Yankee Doodle Garage. Both systems will work together and provide data to smartphone technology and monthly management reporting. Mr. Manousos discussed the operational and customer benefits of the program as well as other community successes. Mr. Bakes asked if this technology is used anywhere else in this area. Mr. Manousos said “no” and that Norwalk will be the first. Mr. Bakes asked who will be responsible for the maintenance costs. Ms. Hebert said that they will be responsible for all maintenance costs during the pilot program. Mr. Manousos presented the payback and said that the annual return on investment will be 71%. Mr. Hayward requested that benchmark reports be provided during the pilot program. Ms. Hebert said that staff will be providing monthly reports. Mr. Hayward asked how the pilot program is being

funded. Ms. Hebert said through the capital budget which has been approved.

**** MR. HAYWARD MOVED TO APPROVE THE TECHNOLOGY PLAN**

**** MOTION PASSED UNANIMOUSLY.**

4. OTHER BUSINESS

Ms. Hebert said distributed the overall goals and accomplishments in advance of the operating budget proposal for next fiscal year and said that it will be discussed at next month's meeting

5. ACTION ON ANY ITEM DISCUSSED HEREIN

No discussion.

5. NEXT PARKING AUTHORITY MEETING: WEDNESDAY, DECEMBER 18, 2013
MARITIME GARAGE, PARKING AUTHORITY OFFICES, 11 N. WATER STREET, 5 PM.

6. ADJOURNMENT

**** MR. HAYWARD MOVED TO ADJOURN**

**** MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 7:02PM