PARKING AUTHORITY
REGULAR MEETING
JUNE 26, 2019

ATTENDANCE: Richard Brescia, Chairman
Michael Harden, Vice Chairman
Jud Aley
Eric Rains
Tom Vetter

STAFF: Jessica Casey, Chief of Community and Economic Development
Kathryn Hebert, Director of Transportation, Mobility and Parking
Dilene Byrd, Secretary

OTHERS: Stathis Manousos, LAZ Parking
Rocky Legesse, LAZ Parking
Rita Azrelyant, Consultant

CALL TO ORDER

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

NEW BUSINESS

1. **APPROVE THE MINUTES FROM THE SPECIAL PARKING AUTHORITY MEETING HELD ON THURSDAY, MAY 16, 2019.**

**** MR. HARDEN MOVED TO APPROVE THE MINUTES AS AMENDED.**
**** MR. BRESCIA SECONDED THE MOTION.**
**** THE MOTION PASSED UNANIMOUSLY.**

2. <u>APPROVE THE MINUTES FROM THE PARKING AUTHORITY MEETING HELD ON WEDNESDAY, MAY 22, 2019</u>

**** MR. HARDEN MOVED TO APPROVE THE MINUTES AS AMENDED.**
**** MR. BRESCIA SECONDED THE MOTION.**
**** THE MOTION PASSED UNANIMOUSLY.**

3. <u>ELECTION OF OFFICERS</u>

****MR. RAINS MOVED TO NOMINATE THE CURRENT SLATE OF OFFICERS.**
**** MR. VETTER SECONDED THE MOTION.**
****THE MOTION PASSED UNNANIMOUSLY.**

<u>INFORMATION AND DISCUSSION</u>

A. CHAIRMAN REPORT

Mr. Brescia reported and said that he has been in communications with the Planning & Zoning Commission regarding the micro units, and he had provided Mr. Kleppin with all of the comments that the Parking Authority had on whether having parking requirements for them would be a good idea. He said that they have decided to move forward with a plan that includes micro units but they are not incentivized by an elimination of a parking requirement. He said that he had requested that Ms. Casey invite Mr. Kleppin to a Parking Authority meeting so that he can provide an update. Ms. Casey said that Mr. Kleppin will attend the July meeting. Mr. Brescia said as part of the dialogue with Planning & Zoning he had told Mr. Kleppin that in the past that when developers wanted to move forward with a project that had always come to the Parking Authority as one of the first organizations, and he had suggested that in the process of going through the developer's request for zoning changes that the Parking Authority should be a voice in that discussion and he hopes it will move in that direction. Mr. Rains asked what the process will be to make that happen. Ms. Casey said it will be part of the process and she will speak to Mr. Kleppin within the next month to come with a scale and scope on what triggers coming to the Parking Authority for the Parking Authority to advise or make recommendations and have that information fed into the process.

B. STRATEGIC PLAN

Mr. Brescia said that he had gone through the plan to look at what the near term and long term goals are and he had listed Wall Street; investing the public collaborations for additional parking; adjusting the parking rates and the timing and outreach as near term goals. He said that rest of the items are things that can be looked at down the road which include establishing a plan for wayfinding; The Walk Bridge and the circulator. He said that he will send the near and long term goals to the Parking Authority and asked that they decide which should be the near term and long term goals. Ms. Hebert asked if once it is organized if it will be shared with the public. Mr. Brescia said “yes”. Mr. Brescia also said that there needs to be collaboration with the departments that fall under the umbrella of economic development.

Ms. Hebert distributed on article on disruptive transportation and mobility options and how to view parking in the near future. She provided an overview of the article and said that there are good opportunities.

Ms. Casey said that staff had received questions regarding the rate increases that will take effect on July 1, 2019, on the analytics and criteria that were used on the rates on how they should be applied. She suggested including in the strategic plan the approaches and criteria that were used to increase the prices and how to support economic development.

C. CAPITAL PROJECT REPORT

Ms. Valadares reported and said the change order has been approved for Capasso and they will be finalizing the work at Haviland Deck, the Yankee Doodle Garage and the Maritime Garage.

Ms. Valadares said that Main Street lot will be done at the same time as the Wall Street area is paved and the work to install the entrance at the Yankee Doodle Garage from Burnell Blvd will begin in approximately four weeks.

Ms. Valadares said that the grant application for the drainage at Webster Lot has been submitted and are waiting on the response. Mr. Rains said that he is concerned because the project is still be called a drainage project and that it is a water quality project. Ms. Hebert said that it will be changed to a water quality project that will have some improvements on the drainage.

Ms. Valadares said that at some of the locations the installation of the sensors have been postponed until the fall due to the scheduled paving and that agreement with Eversourse is still being finalized.

D. WALL STREET PROJECT

Ms. Valadares said that the asphalt mix has still not yet been approved and that it is scheduled to be tested again on Friday, but until the mix is approved a paving schedule cannot be issued but Wall Street will be one of the first areas to be paved once the mix has been approved. The paystations have been ordered and will be delivered by mid-August and the handicapped ramps will be installed on River and Wall Street. Ms. Hebert said that once the paving schedule is received staff will be putting together a communications package for outreach and she has also spoken to Mr. & Mrs. Maguire of the Wall Street Association.

Ms. Valadares left the meeting at 6:15PM.

E. LIBERY SQUARE

Mr. Harden said that he had visited Liberty Square numerous times over the past few months and it is doing very well and the biggest surprise to everyone was the amount of open space. He said that he had received comments on how clean and bright the lot not but that people would like to see more on the free 15 minutes parking spaces installed. Ms. Hebert said that staff will monitor the lot and present with data. Ms. Casey said that a pilot can be done over the summer and have a permanent version can be rolled out in the fall. Mr. Legesse said that they have also received comments in favor of the added security in the lot.

Mr. Harden said that the speed bump at the entrance on the east side is at a position that is too close to the road and suggested removing the speed bump and raise the crosswalk.

F. NORWALK NOW UPDATE

Mr. Brescia said that he had invited Mr. Sheehan to attend the meeting but he was unable to attend but wanted to thank him for his help particularly with the establishment of Norwalk Now.

Ms. Casey provided an update and said that staff has been working closely with Ms. Kavanagh to work with Max Exposure to revamp Norwalk Now and to focus on certain neighborhoods and citywide events and not on businesses, and to promote how to live and work in Norwalk and there will be no cost to join. The beta website will be ready in the next couple of weeks and suggested inviting Ms. Kavanagh to the next meeting to highlight the new configuration of the website and how it is operating. Norwalk Now has been successful and there were 70 companies that had contacted Ms. Kavanagh but the existing model did not fit the companies that were asking for support and she will be contacting those companies to invite them to join Norwalk Now. Mr. Aley asked how many members there currently are. Ms Casey said approximately 28 members.

G. FINANCIAL REPORT

Mr. Manousos reported and said the performance for the month was strong both on the expense and revenue side. The revenue year to date compared to budget are up almost 2% and compared to last year are up almost 5%. The expenses are down 20.4% under budget for the month and 7.6% under budget year to date. He said that a new accountant had started this month and there is also a new reporting structure.

There are still strong demands for transient activity and is up over 3.0 % compared to last year. Over 81% of the revenue is collected through credit cards and the Pay by Cell transactions are still going strong and the average transaction is $4.24 which is up 1.5% from last month and year to date the transactions are up 58% which equates to 46,000 transactions and revenue is up 50% compared to last year.

H. OPERATIONS REPORT

Mr. Manousos reported and said that ticket issuance is down over 10% compared to last year and revenue is down almost 14% and the average revenue per ticket is $39.07.

Mr. Manousos reported on the customer curtesy program and said 751 courtesy cards were issued for the month 6,854 have been issued year to date and $375 of metered revenue was given out for the month and over $3,100 year to date. The value of the tickets that were no issued was over $17,000 for the month and $154,000 for the year. The tickets that were issued after the courtesy time expired was 62 tickets for the month and 604 for the year.

Mr. Manousos reported on the Ambassador program and said as a result of last month's meeting they will be adding bicycle repairs to the assistance program. Ms. Hebert suggested pinning the locations related to the Ambassador program on a map so that the Parking Authority can have a visual.

I. OTHER BUSINESS

Mr. Aley said he has been requesting a 9:00AM start time for enforcing in South Norwalk and the Wall Street area for the past three years and shared the other municipalities that have a later start time for enforcing. Mr. Manousos said that he will report at the next meeting on what the financial impact will be and also suggested offering a prepay option.

Mr. Harden said there is a private barnacle problem in the private parking lots and there is a private company offering a service to barnacle cars for various reasons and there is a $110 fee to have it removed. He said it is being done very strongly and it is making people angry about parking and suggested that the company be made to have their information on the barnacle so that it is clear that it is not the Parking Authority. Mr. Rains suggested bringing it the Legal Department to advise and to publicize that it is not the Parking Authority that installing the barnacles.

ADJOURNMENT

**** MR. VETTER MOVED TO ADJOURN**
**** MR. HARDEN SECONDED THE MOTION.**
**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:35PM.

Respectfully submitted,
Dilene Byrd