

PARKING AUTHORITY
MEETING VIA ZOOM VIRTUAL VIDEOCONFERENCE AND TELECONFERENCE
APRIL 22, 2020

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

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

OTHERS: Stathis Manousos, LAZ Parking
Rocky Legesse, LAZ Parking

CALL TO ORDER

Mr. Brescia called the meeting to order at 4:02PM. Mr. Brescia called the roll and there was a quorum present.

PUBLIC COMMENTS

There were no public comments this evening.

1. APPROVE THE MINUTES FROM THE PARKING AUTHORITY MEETING HELD ON WEDNESDAY, FEBRUARY 26 2020.

On page 1, Under Attendance remove "Eric Rains" from the absent list.

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

2. APPROVE THE MINUTES FROM THE SPECIAL PARKING AUTHORITY MEETING HELD ON WEDNESDAY, APRIL 15, 2020.

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

3. DISCUSSION AND ACTION ON THE SUSPENSION OF PARKING FEES THROUGH MAY 31, 2020

**** MR. HARDEN MOVED TO APPROVE THE SUSPENSION OF PARKING FEES THROUGH MAY 31, 2020.**

**** MR. VETTER SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

4. DISCUSSION AND ACTION ON THE USE OF THE NORWALK PARKING AUTHORITY FUND BALANCE TO COVER OPERATIONG BUDGET SHORTFALLS FOR FYE 2020 FOR THE MONTHS OF MARCH THROUGH JUNE 2020 AND FOR FY 2021 FOR THE MONTHS OF JULY THROUGH SEPTEMBER 2020 RELATED TO COVID 19 IMPACT ON OPERATIONS AND PROGRAMS FOR A SUM NOT TO EXCEED \$1,446,604.

Ms. Hebert presented the projected revenue impact versus the approved budget on an assumption basis for option one based on 50% recovery from June through September. She said the total revenue impact not including expenses or net operating budget is just over \$2.5 million dollars. She said through the end of fiscal year 2020 the net operating budget shortfall is \$964,681, and for the first quarter of fiscal year 2020-21 July through September the net operating budget shortfall is \$653,925, so the total shortfall between April through the first quarter is \$1,446, 604. She said the fiscal year ending 2019 audited fund balance is \$2,840,024 and will leave \$1,393,420, and the \$964,681 includes through the end of this fiscal year the revenue collections and expenses through March 2020. She said that it also includes reduced enforcement collections after March 13, 2020, and expense reductions of \$990,919 and an accrued revenue through the end of February of \$614,946 for this fiscal year. Mr. Harden said the numbers don't total the amount of \$1,446,604 in the motion. Mr. Manousos said the total net operating shortfall of \$1,446,604 is correct, but the breakdown is off and that the \$964,681 is correct but the July through September number should be \$481,923. Mr. Manousos pointed out that the \$1,446,604 represents what the Parking Authority will need to break even at the end of September, but for the Parking Authority to get back to the balance of \$ 328,000 from a budget prospective and be whole the \$328,000 will need to be added. Mr. Rains said weren't there reductions in operations that may not be back in place by then. Mr. Manousos said "yes" but when operations begin to ramp up there will be additional expenses.

Ms. Hebert pointed out prior to COVID-19 the Parking Authority had a an approved strategic plan and were looking to use those funds to assist the City of Norwalk through parking programs and economic development initiatives, and through smart budgeting this will now be used to assist the community and to recommend some recovery while still providing essential services.

**** MR. HARDEN MOVED TO APPROVE THE USE THE NORWALK PARKING AUTHORITY'S FUND BALANCE TO COVER OPERATING BUDGET SHORTFALLS FOR FYE 2020 FOR THE MONTHS OF MARCH THROUGH JUNE 2020 AND FOR FY 2021 FOR THE MONTHS OF JULY THROUGH SEPTEMBER 2020 RELATED TO COVID 19 IMPACT ON OPERATIONS AND PROGRAMS FOR A SUM NO TO EXCEED \$1,446,604.**

**** MR. VETTER SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

5. INFORMATION AND DISCUSSION

a. Chairman Report

Ms. Brescia congratulated Ms. Hebert for being elected to the Board of Directors of The International Parking and Mobility Institute.

b. Recovery Plan Options- June through September

Mr. Manousos presented option two which was a gradual reinstatement between June through September of the parking rates from 50% up to 80% which includes more revenue being generated and less of a shortfall at the end of September.

Mr. Manousos presented option three which was a different graduation rate resulting in over \$1.5 million dollar shortfall.

Mr. Brescia said there was a lot of confusion at the last meeting and the Parking Authority had discussed the different options that Mr. Manousos and Ms. Hebert had presented. He said the options are “tools” which will be used to look at going forward over the next several months. He said the plan will be reviewed every few weeks as we go forward and there will be more information when the Parking Authority meets on May 13, 2020, and he has also requested Mayor Rilling to provide an update on where the City of Norwalk stands.

c. Other Business

Mr. Harden acknowledged the fact that Mr. Oz had come to the Parking Authority a few months ago with a presentation and a letter requesting the Parking Authority to review certain things that he is requesting. He said once the COVID-19 pandemic is over the Parking Authority will get back to him about his requests.

Ms. Hebert said that all of the numbers that staff has put together were a collaboration between herself, Mr. Manousos and Mr. Legesse and since activity is changing daily, the team wants to make sure that the Parking Authority has the most up to date information as possible.

d. Next Parking Authority Meeting:

1. Special Parking Authority Zoom Meeting, Wednesday, May 13, 2020; at 4:00PM
2. Regular Parking Authority Zoom Meeting, Wednesday, May 27, 2020; at 6:00PM.

ADJOURNMENT

**** MR. VETTER MOVED TO ADJOURN**

**** MR. HARDEN SECONDED THE MOTION**

The meeting adjourned at 4:30PM.

Respectfully submitted,

Dilene Byrd