PARKING AUTHORITY MINUTES

FEBRUARY 28, 2007

ATTENDANCE: Urban Mulvehill, Chairman
Stephen Bentkover, Vice Chair
John Federici
Burt Shatz
Victor Cavallo

STAFF: Hal Alvord, Public Works Director
Kathryn Hebert, DPW Administative Service Manager
Frank DelMonaco, LAZ Parking

OTHERS: Mr. Chairmonte- SONO Silver
Mr. Pellegrino- Pellegrino Jewelers

1. EXECUTIVE SESSION-PENDING LITIGATION 6:30 P.M.

Executive session ended at 7:30 P.M. no action taken.

CALL TO ORDER

Chairman Mulvehill called the meeting to order at 7:50 P.M.

2. APPROVE THE MINUTES FROM PARKING AUTHORITY MEETING HELD ON JANUARY 24, 2007.

** MR. BENTKOVER MOVED TO APPROVE THE MINUTES

** MOTION PASSED UNANIMOUSLY

3. MONTHLY FINANCIAL REPORT

Ms. Hebert said that the net cash through January, 2007 was over $277,000. She said that number does not include the two snow storms in February and that some of the money will be used for capital reserve and capital expenses. She said that Mr. Hamilton did recommend the request for the $150,000 for the SNRR and he recommended $135,000 out of the $150,000 for the Yankee Doodle Garage. Mr. Bentkover asked when do the expenses on the report catch up to reflect actual numbers. Ms. Hebert stated they catch up by the next month and will balance out by the end of the year. Mr. Mulvehill asked if there is any excessive revenue does it need to go through the budget approval process to move over to capital. Ms. Hebert said that it does not. Mr. Alvord suggested taking any surplus revenue and moving it into a capital reserve account in the operating budget and at some point depending on the surplus establishing a fund balance. Mr. Bentkover asked about the $500,000 from the Redevelopment Agency. Mr. Alvord said they have submitted that again for an earmark with Congressman Shay's staff.

4. MONTHLY OPERATION REPORT

Mr. DelMonaco said that the biggest change was the Maritime Garage prepay option at the Maritime Aquarium during President's week. which was very successful. Mr. Alvord said that we had been trying to meet with aquarium staff since November to discuss crowd control, traffic and pedestrian flow during Presidents week and had gotten no response until two weeks prior to the holiday. He said that a meeting would be facilitated by the Mayor with the aquarium's authority. Mr. Mulvehill suggested selling an annual parking pass for Maritime Aquarium members. Mr. DelMonoco reported that the Webster Lot is about 9% above last year. He said that the on street parking is making a good rebound and that the ENRR has a 90% occupancy rate on a daily basis and that the Wall Street lots continue to do well. Mr. Mulvehill asked about the operation of the parking machines at the railroad stations. Mr. DelMonoco stated that since January 01, 2007, over 11,500 cars have parked at the railroad station with over 99% successful credit card transactions. He said that the system is dependent on the Internet and if the Internet connection is lost the machines will go down for a very short periord of time. Mr. Bentkover asked about the ice situation at the Webster lot after the February storm. Mr. Alvord explained that it was a very difficult storm to clear with the extreme cold temperatures.

Mr. Bentkover left at 8:30 P.M.

Discussion of Boot/Tow Implementation

Ms. Hebert said the notices have gone out for the program. He said he has reservations regarding the boot tow program. Mr. Alvord explained that these are people with multiple violations who have received multiple notices and have not paid their violations. Mr. Mulvehill suggesting implementing a payment program. He also suggested that the program be done by Parking Authority staff rather than an outside vendor. Ms. Hebert

explained that could not be done. The Parking Authority nor the City of Norwalk do not have the staff or resources available to start up the costs associated with this program. She also explained that this is not a new program it had just been suspended during the past four years while we changed the method of operation for the entire Parking System and balanced the Parking Authority's financial status. Mr. Cavallo suggested having Paylock come in for a presentation. Ms. Hebert said she would schedule that. Mr. Mulvehill said he did not want to be quoted on the program in the upcoming press release.

** MR. MULVILL MOVED TO TABLE THE ITEM

** MOTION PASSED UNANIMOUSLY

5. CAPTAL PROJECTS

a. YANKEE DOODLE GARAGE IMPROVEMENT PROJECT
Ms. Hebert said that it is substantially complete. The only thing that is left to do is to install the liters for the roof drain and the door hardware on the stair tower doors.

b. SONO LIGHTING UNDER THE BRIDGE PROJECT
Ms. Hebert said lighting will be installed in the spring.

c. HAVILAND DECK
Ms. Hebert said she and Brian Sweeney, City of Norwalk's Structural Engineer, met with Desman Associates who will prepare a report with options about the next step to either repair or rebuild.

d. OTHER
Ms. Hebert said she still wants to construct trash consolidation project at Webster Lot. She also said there are still problems with the roof leaking at the Maritime Garage, which is still under warranty and have been working with the subcontractor from the original project to repair.

6. OTHER BUSINESS

a. LEASES

ST. THOMAS SCHOOL CHURCH-ENRR STATION
Ms. Hebert said she has not received a signed copy.

VIRGIN ATLANTIC AIRWAYS-MARITIME GARAGE
Ms. Hebert said she expects then to begin purchasing permits in the spring when they move into their new space at Maritime Yards.

NEW ENGLAND FASHION AND DESIGN ASSOCIATION-SNRR
STATION

Ms. Hebert said they are meeting with the appropriate permitting departments to begin implementation of the space fit out.

ALGA MARINA-MARITME GARAGE
Ms. Hebert said they sold part of the business to a partner and expect a signed lease for garage space in the spring.

b. PROPOSED CAPITAL IMPROVEMENTS PROJECTS- FISCAL YEAR 2007-08
No Discussion.

c. OTHER

Ms. Hebert said she would be meeting with COO of Bow Tie Cinemas to discuss partnering opportunities and that she had met with SWRPA and the Transit District and are applying for a CMAQ grant to implement a shuttle service between the SNRR Station and the Maritime Garage.

OTHER

The following members of the public spoke: Mr. Chiarmonte (SoNo Silver) said that he thinks the $2.00 fee is putting everyone out of business around the Webster Lot. Mr. Pellegrino (Pellegrino Jewelers) wanted to know about the status of the Haviland Deck and was also concerned about the expanded hours of operation on N. Main Street.

Mr. DelMonoco said that John Perotta's (Maintenance Supervisor) last day would be March 02, 2007. He has already been replaced.

7. ACTION ON ANY ITEM DISCUSSED HEREIN

8. ADJOURNMENT

The meeting adjourned at 9:55 P.M.

Respectfully Submitted,
Dilene Byrd