

PARKING AUTHORITY MINUTES

FEBRUARY 23, 2006

ATTENDANCE: Urban Mulvehill, Chairman; Stephen Bentkover, John Federici

STAFF: Kathryn Hebert, Administrative Services Manager

OTHERS: Mayor Richard Moccia (7:50 p.m.); Jack Orchulli, Assistant to the Mayor; Hal Alvord, DPW Director; Frank Del Monaco, LAZ; Attorney Elizabeth Suchy, Tierney, Zullo, Flaherty & Murphy, PC.

1. CALL TO ORDER

Mr. Mulvehill called the meeting to order at 7:30 p.m.

PRESENTATIONS

2. Presentation regarding the ATM Drive-up window request from Fairfield County Savings Bank located in the Isaacs Street Parking Lot.

Attorney Suchy presented the proposal to the Authority and reviewed the plans with them. There was a question of how many parking spaces would actually be lost since one set of documents states that it is seven and a second states that it is ten. Mr. Alvord pointed out that when the handicapped space is moved, it will take up the additional spaces. Mr. Mulvehill asked for a copy of the existing conditions map for the lot before any changes are made. Attorney Suchy agreed to supply the Authority with such a map. The Parking Authority directed staff to negotiate on their behalf and report back to them. Ms. Hebert will communicate this to the Planning and Zoning Department and Redevelopment Agency as well.

APPROVALS/AUTHORIZATIONS

3. Approve the Minutes from the Parking Authority meeting held on Wednesday, January 25, 2006

The following corrections were noted:

Page 7, paragraph 3, line four - Please change "the plan for a year in order to" to read "the plan for a year or more in order to"

Page 9, paragraph 4, line 1 - Please change the motion from "APPROVAL FO THE" to read "APPROVAL FOR THE"

**** MR. BENTKOVER MOVED TO ACCEPT THE MINUTES AS CORRECTED.
** THE MOTION PASSED UNANIMOUSLY.**

4. Authorize the Chairman of the Parking Authority, to execute a Lease Agreement with 'Curves for Women', for the space inside the Maritime Garage adjacent to the Parking Lobby area, for a five-year term with another 1-year option to renew with approval from the Parking Authority. Lease rate to be \$2,500 per month for the first 2 years and \$3,000 per month for 3 years for a total amount of \$168,000 over 5 years. Terms of the agreement attached.

Ms. Hebert presented the proposal from Curves for Women to the Authority. She stated that she was recommending a five year lease. Mr. Mulvehill asked if Corporation Counsel had seen the proposal yet. Ms. Hebert said no. There may be some issues regarding the bonding that need to be checked, Mr. Mulvehill said. It was also stated that the Maritime Aquarium has been more than cooperative regarding this proposal and that their representative stated that the Aquarium never intends to use the space that is being considered. One issue is that there may be more lighting required.

Mayor Moccia arrived at 7:50 p.m.

Mayor Moccia greeted the members of the Parking Authority and respectfully requested to address the issue of rate changes immediately because he was scheduled to be at another meeting and had limited time.

8. Discussion on the Proposed Rate Changes

Mayor Moccia stated that in order to get the parking on a firm financial footing, he recognized that there must be rate increases. He also stated that he was concerned about the East Norwalk Railroad parking situation and that the issue must be looked at carefully. The Mayor stated that he supported the Parking Authority in their efforts to get the issues squared away. Mr. Mulvehill informed the Mayor that Ms. Hebert had adjusted the projected year end balance based on the original staff proposal.

The issue of the Haviland Street Parking Lot during the recent snowstorm was briefly mentioned. Mr. Alvord explained to the Mayor that the residents on the street had moved their vehicles off the street to allow for plowing. Unfortunately, the plow could not get into the lot to plow and went on to the next lot.

The Mayor thanked the Authority for their time. Mayor Moccia left the meeting at 8:00 p.m.

4. Authorize the Chairman of the Parking Authority, to execute a Lease Agreement with 'Curves for Women', for the space inside the Maritime Garage adjacent to the Parking

Lobby area, for a five-year term with another 1-year option to renew with approval from the Parking Authority. Lease rate to be \$2,500 per month for the first 2 years and \$3,000 per month for 3 years for a total amount of \$168,000 over 5 years. Terms of the agreement attached. CONT'D.

Concerns about the amount of electricity that the facility would use were expressed. Ms. Hebert stated that she had suggested a cap on electrical usage, as it was on a common meter, but that would not be acceptable to Curves for Women. Following a discussion about the various details of the agreement, Mr. Mulvehill stated that he would like to have a caveat in the agreement that requires Curves for Women to come back to renegotiate their lease if the electricity increases by one third of the monthly base lease price. This was acceptable to all.

**** MR. MULVEHILL MOVED TO AUTHORIZE THE CHAIRMAN OF THE PARKING AUTHORITY, TO EXECUTE A LEASE AGREEMENT WITH 'CURVES FOR WOMEN', FOR THE SPACE INSIDE THE MARITIME GARAGE ADJACENT TO THE PARKING LOBBY AREA, FOR A FIVE-YEAR TERM WITH ANOTHER 1-YEAR OPTION TO RENEW WITH APPROVAL FROM THE PARKING AUTHORITY. LEASE RATE TO BE \$2,500 PER MONTH FOR THE FIRST 2 YEARS AND \$3,000 PER MONTH FOR 3 YEARS FOR A TOTAL AMOUNT OF \$168,000 OVER 5 YEARS WITH THE CAVEAT THAT IF THE ELECTRICAL USAGE INCREASES TO MORE THAN \$833.00 PER MONTH, CURVES FOR WOMEN MUST RENEGOTIATE THEIR LEASE WITH THE PARKING AUTHORITY.**

**** THE MOTION PASSED UNANIMOUSLY.**

DISCUSSION

5. Monthly Financial Report

Ms. Hebert briefly reviewed her report for the members of the Authority.

**** MR. MULVEHILL MOVED TO ACCEPT THE FINANCIAL REPORT AS PRESENTED.**

**** THE MOTION PASSED UNANIMOUSLY.**

6. Operating and Capital Budgets FY 0607.

Ms. Hebert reminded the Authority that whatever decisions they made would reflect on the amount of money they may have to request from the Board of Estimate and Taxation and the Common Council.

Mr. Mulvehill wished to know if the maintenance of various facilities was part of the responsibility of the Authority. Mr. Alvord replied that it was. Mr. Alvord went on to

point out that the doors at the South Norwalk Railroad Station needed to be replaced promptly because of this.

Mr. Bentkover expressed concerns about the structural integrity of the Yankee Doodle Garage. Mr. Alvord reviewed the history of the garage and stated that he had no question as to the structural integrity. However, Mr. Alvord said, he was concerned about the need for water proofing. While the building is sound, failure to seal the upper deck will lead to more building deterioration.

Mr. Alvord also pointed out that the doors at the Maritime Garage are not ADA compliant and that it is difficult for those in wheelchairs or mothers with strollers to get through the doors easily. There have been no claims or threats, but it is a hazard. Mr. Mulvehill pointed out that this had not been supported in the budget and this should be pointed out to those who inquire.

Mr. Alvord stated if the Parking Authority approved the changes and adjustments being made to the parking system, he felt that the Parking could break even within two years.

7. February 2006 Operation Report

Ms. Hebert distributed a memo from Mr. Del Monaco regarding the performance of the Maritime Garage on President's Day 2006.

Mr. Del Monaco reviewed the memo and explained that the President's Day week for 2006 is compared to 2004 since 2005 President's Day had been a whiteout due to the severe snow storm that weekend. However, in comparison to 2004, the usage increased by 38% without having to close the garage for lack of space. He praised the Maritime Aquarium for stationing employees to assist with visitors regarding information, movie times and various other Aquarium functions. Mr. Del Monaco also stated that the additional signage helped.

Mr. Bentkover wanted to know how the Parking Authority could become more efficient. Mr. Del Monaco replied that this will be done by enforcing the rules, but also reminded the Authority members that the parking is driven by demand. Raising the rates is not always the final answer, but the rates are well below market rates.

Mr. Federici mentioned the maintenance issue and pointed out that at the Haviland Parking area, the mechanical arms often get stuck in the upright position. People drive in who do not have a permit and when they go to exit, they can't get out, so they run the gate.

Mr. Orchulli asked about the number of people who stay 45 minutes at the SONO lot. Mr. Del Monaco replied that it was not a significant number.

8. Discussion on the Proposed Rate Changes CONT'D

The discussion returned to the Proposed Rate Changes. Mr. Bentkover pointed out that Norwalk is not easily compared with other Connecticut towns and cities and that the Parking Authority should decide how they wish to identify themselves in the pricing comparison. Mr. Federici reminded the other members of the Authority that the public is the one that is paying the fees. Mr. Mulvehill asked if city residents could be given a discount on parking fees. Ms. Hebert replied that since State and Federal monies were used in the construction of the Railroad Parking , they are not allowed to give discounts to city residents.

**** MR. MULVEHILL MOVED TO APPROVE THE WEBSTER STREET PARKING LOT PERMIT RATES INCREASES (\$40.00/MONTH; \$480.00/YEAR; \$60.00/RESERVED MONTHLY; \$720.00/RESERVED YEAR) AS PRESENTED.
** THE MOTION PASSED UNANIMOUSLY.**

**** MR. MULVEHILL MOVED TO RETAIN THE WEBSTER STREET PARKING LOT GRACE PERIOD AT 45 MINUTES.
** THE MOTION PASSED UNANIMOUSLY.**

**** MR. MULVEHILL MOVED TO APPROVE THE WEBSTER STREET PARKING LOT TRANSIENT FEE INCREASE OF \$3.00 FLAT FEE FROM 6 - 9 P.M. AS PRESENTED.
** THE MOTION PASSED UNANIMOUSLY.**

**** MR. MULVEHILL MOVED TO APPROVE THE MARITIME PARKING PERMIT DECREASE OF \$85.00/MONTHLY AND TRANSIENT RATES INCREASE TO \$1,020.00/ANNUALLY AS PRESENTED.
** THE MOTION PASSED UNANIMOUSLY.**

As stated earlier, there are issues with the Haviland Lower Deck. Mr. Federici suggested that the mechanical arms be removed completely and signage posted on the street stating that the lower deck is permit parking only. Those who park without permits will find their cars booted. This was agreeable to the rest of the Parking Authority.

**** MR. MULVEHILL MOVED TO APPROVE THE HAVILAND STREET PARKING DECK RATES CREASES AS PRESENTED (\$50/MONTH AND \$600/YEAR)
** THE MOTION PASSED UNANIMOUSLY.**

**** MR. MULVEHILL MOVED TO APPROVE INSTALLATION OF PARKING METERS ON HAVILAND STREET WITH THE RATE OF \$0.75 PER HOUR AS PRESENTED.
** THE MOTION PASSED UNANIMOUSLY.**

**** MR. MULVEHILL MOVED TO APPROVE THE MAIN STREET PARKING LOT TRANSIENT RATE INCREASES (\$.25/HOUR; \$2.00/12 HOURS)AS PRESENTED.
** THE MOTION PASSED UNANIMOUSLY.**

**** MR. MULVEHILL MOVED TO APPROVE THE SOUTH NORWALK RAILROAD STATION PARKING LOT PERMIT RATE INCREASES (\$70.00/MONTH; \$7.00/DAILY) AS PRESENTED.**

**** THE MOTION PASSED UNANIMOUSLY.**

There was some discussion regarding the East Norwalk Railroad Parking situation and the various issues associated with it.

**** MR. MULVEHILL MOVED TO ADJUST THE EAST NORWALK RAILROAD STATION PARKING LOT PERMIT RATE INCREASES TO \$30.00/MONTH AND \$360.00 ANNUALLY.**

**** THE MOTION PASSED UNANIMOUSLY.**

**** MR. MULVEHILL MOVED TO APPROVE THE PARKING OVERTIME VIOLATION RATE TO \$15.00 AS PRESENTED.**

**** THE MOTION PASSED UNANIMOUSLY.**

Mr. Mulvehill requested Ms. Hebert to schedule a Public Hearing to increase "Parking Without a Valid Parking Permit" violation.

9. Other Business

Mr. Alvord reported that the bid request for the under bridge lighting went out two weeks ago.

Mr. Alvord also suggested that when drafting the details of the Fairfield County Bank Drive Thru, that a long term commitment to the lease or a break up clause be included in the lease. This was agreeable to the members of the Parking Authority.

OTHER

10. Action on any item discussed herein.

There were no additional items to discuss.

11. Next Parking Authority meeting:

Wednesday, March 22, 2006/7:30 p.m., Public Works Conference Room

ADJOURNMENT

**** MR. MULVEHILL MOVED TO ADJOURN.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 9:35 p.m.

Respectfully submitted

Sharon L. Soltes
Telesco Secretarial Services

