



CITY OF NORWALK
PARKING AUTHORITY
REGULAR MEETING
February 3, 2011

ATTENDANCE: John Federici, Chairman
Julius Hayward, Vice Chairman
Bryan Meek
Chris Bakes

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

OTHERS: Frank Del Monaco, LAZ Parking

CALL TO ORDER

Chairman Federici called the meeting to order at 5:30PM

**1. APPROVE THE MINUTES FROM THE PARKING AUTHORITY MEETING HELD ON
WEDNESDAY, DECEMBER 22, 2010.**

**** MR. MEEK MOVED TO APPROVE THE MINUTES**

**** MOTION PASSED UNANIMOUSLY**

GENERAL INFORMATION

1. MONTHLY FINANCIAL REPORT

Ms. Hebert discussed the status report and said that the projection includes \$500,000 for snow removal because through January 28, 2011, \$340,000 has been spent on snow removal operations and does not include the last three storms, which will result in a shortfall at year end of approximately \$143,812. Mr. Federici asked what the budget line for snow removal normally is. Ms. Hebert said \$160,000. She said that the projection also includes a reduction in staffing levels for customer service as well as maintenance. She said that other contributing factors to this were the unexpected mandate to maintain the Liberty Square lot which has not been part of the Parking Authorities facility inventory and not budgeted, the permit demands have gone down substantially, and the rates have not been raised. Additionally, she said that 30% less parking tickets are being written which means that compliance is up and that translates to approximately \$230,000 less revenue for the Parking Authority, and investment income is down 83%. She said that staff has had discussions with the Mayor to use the fee in lieu of parking funds to offset some of the

debt service payments of \$960,000. She said that staff will continue to make regular monthly projections and monitor snow expenses.

2. MONTHLY OPERATION REPORT

Mr. Del Monaco said that he would like members of the Parking Authority to know that his staff has done an outstanding job on snow removal operations in very difficult conditions and that he is very proud.

Mr. Del Monaco said that Compare Foods has had a significant impact in Webster Lot and that space availability is becoming an issue. He also said that every effort has been made to minimize space loss due to snow but that parking spaces have been lost. He said that he is suggesting economically encouraging people to park at the Maritime Garage on a monthly basis by offering the already existing \$25/month parking permit to everyone.

3. FISCAL YEAR 2011/12 OPERATING BUDGET

Ms. Hebert discussed the revised changes to the operating budget, as well as the rate adjustments and expense reduction recommendations. She said that this recommended operating budget is over \$300,000 less than the current fiscal years operating budget and is almost the same budget as two years ago with less income.

**** MR. HAYWARD MOV ED TO SCHEDULE A PUBLIC HEARING FOR THE OPERATING BUDGET AND RATE ADJUSTMENTS ON WEDNESDAY, FEBRUARY 23, 2011, AT 6:00PM, AT THE MARITIME GARAGE.**

**** MOTION PASSED UNNANIMOUSLY**

4. OLD BUSINESS

Ms. Hebert said that the concrete repairs at the South Norwalk Railroad Station will go out to bid on February 9, 2011. Mr. Federici asked if there is a cost estimate. Ms. Hebert said that the engineer's estimate is \$952,000 which includes the contingency.

Ms. Hebert said that a plan will need to be made for holding venues at the Maritime Garage.

5. NEW BUSINESS

No discussion.

6. ACTION ON ANY ITEM DISCUSSED HEREIN

No discussion.

7. NEXT PARKING AUTHORITY MEETING: FEBRUARY 23, 2011, MARITIME GARAGE, PARKING AUTHORITY OFFICES, 11 N. WATER STREET, 6 P.M.

8. ADJOURNMENT

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

**** MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 7:10PM