



CITY OF NORWALK
PARKING AUTHORITY
REGULAR MEETING
January 27, 2016

ATTENDANCE: Julius Hayward, Chairman
Mike Harden, Vice Chairman
Richard Brescia
Olga Arteaga
Jud Aley

STAFF: Bruce Chimento, DPW Director
Kathryn Hebert, Administrative Services Manager
Vanessa Valadares, Asst. Civil Engineer
Dilene Byrd, Secretary

OTHERS: Stathis Manousos, LAZ Parking
Tim Sheehan, Redevelopment Agency

PUBLIC COMMENT

No one from the public attended.

- 1. APPROVE ACCESS TO WEBSTER PARKING LOT, THROUGH AN ENCROACHMENT PERMIT, TO WESTON AND SAMPSON, ENGINEERS, INC. TO PERFORM TEST BORINGS TO UPDATE THE ENVIRONMENTAL SITE ASSESSMENT RELATED TO FUTURE SITE DEVELOPMENT.**

Ms. Hebert said that in the middle of February the Redevelopment Agency through a contractor is doing test borings at the Webster Lot, and that it will take two days to complete, but that there will be little to no impact on the parking public at this point. She said that this needs to be done so that any future developments that may go on can be advanced. Mr. Sheehan said that they do know that there will need to be some level of remediation done. Ms. Hebert said that when that happens there will need to be an alternative parking plan. Mr. Hayward asked how this was established as a Brownsfield and if there was contamination there before. Mr. Sheehan said "yes" and there was a hat factory there previously and was identified as a Brownsfield. He said that there is a grant from the federal government identifying Brownsfield's in Norwalk and this site came up because of its history.

**** MR. BRESCIA MOVED TO APPROVE THE ITEM**
**** MOTION PASSED UNANIMOUSLY**

2. APPROVE THE MINUTES FROM THE PARKING
AUTHORITY SPECIAL MEETING HELD ON MONDAY,
DECEMBER 7, 2015.

**** MR. BRESCIA MOVED TO APPROVE THE MINUTES**
**** MOTION PASSED UNANIMOUSLY**

3. APPROVE THE MINUTES FROM THE PARKING
AUTHORITY MEETING HELD ON WEDNESDAY,
DECEMBER 16, 2015.

**** MR. HARDEN MOVED TO APPROVE THE MINUTES**
**** MOTION PASSED UNANIMOUSLY**

4. APPROVE THE MINUTES FROM THE PARKING
AUTHORITY SPECIAL MEETING HELD ON WEDNESDAY,
JANUARY 13, 2016.

**** MS. ARTEAGA MOVED TO APPROVE THE MINUTES**
**** MOTION PASSED UNANIMOUSLY**

5. SCHEDULE A PUBLIC HEARING ON THE 2017 OPERATING BUDGET
AND RATE CHANGES, TO BE HELD ON WEDNESDAY, FEBRUARY
24, 2016 AT 6:00PM

Ms. Hebert said staff proposals for the operating budget were presented at the December meeting, and that the Parking Authority had come up with three alternative proposal scenarios with different rates and expenses. Ms. Arteaga said that she recommends keeping the staff proposal to increase the snow line in the budget. Mr. Sheehan asked if there is a contingency line item in the budget. Ms. Hebert said “yes” and it is \$50,000. Mr. Sheehan asked why the expenses for snow wouldn’t be allocated to the contingency rather than the snow line in the budget. Ms. Hebert said that the proposed budget number is based on actual average expenses for the past three years. and that it makes sense to correctly budget the snow line item based on actual data. It was decided that the line item for snow be budgeted be kept as presented in the third proposal, and to leave the contingency at \$50,000. It was also decided to advance operating budget of \$6,179,877 and various rate changes to the Public Hearing.

**** MR. BRESCIA MOVED TO APPROVE TO SCHEDULE A PUBLIC HEARING ON FEBRUARY 24, 2016, AT 6:00PM**

**** MOTION PASSED UNANIMOUSLY**

GENERAL INFORMATION

1. FINANCIAL REPORT

Ms. Hebert reported and said that the expenses are higher compared to last FY for the Maritime Garage and the South Norwalk Railroad Station, resulting in lower net revenues for December 2015 compared to December 2016, which was due to miscellaneous repairs that needed to be done. Mr. Hayward asked how old the elevators are at the Yankee Doodle Garage. Ms. Hebert said that they are 41 years old, and that there is a request in the capital budget to replace the elevators. Mr. Hayward asked if it makes to budget for two elevators. Ms. Valadares said that the one will be large enough to accommodate the amount of people that use the facility. Ms. Hebert said that the revenues are trending higher due to increased transient and permit activity, and that the expenses are trending consistently compared to last fiscal year.

2. OPERATING REPORT

Mr. Manousos reported and gave an update on the upgrade to paystations and said that they have begun implementing that upgrade to the pay by plate mode of operation, and started at the South Norwalk Railroad Station lot with no issues. He said that the next facility to be completed will be Haviland Deck and then Northwater Street Lot, the Yankee Doodle Garage and finishing with Webster Lot. Ms. Hebert said that it has been well received so far and have not received any complaints. Staff continues to promote the pay by cell option as well.

3. OTHER BUSINESS

Ms. Hebert provided an update on the Elizabeth Street request to change to regulated on street parking and said that it was tabled by the Traffic Authority so that DPW can notify the residents that the spaces will be changed from unregulated to regulated spaces.

Ms. Hebert said that the taxi companies are still trying queue on the eastbound side, and that there are competing multimodal transportation options on the eastbound side including drivers trying to park, buses, Uber, CT. Limo, bike and pedestrians. She said currently the parking lot design is safe and works well for pedestrian and traffic flow and the location of the taxi queue on the westbound side on State Street is well managed without complaints. She said that she will be meeting at the railroad station with the taxi owners to hear their ideas, and in the short term she recommends a taxi call box on the westbound side which would communicate with taxi dispatch and communicate with existing queue, and a taxi would drive around to the eastbound side. She said she also recommends that a survey be performed to evaluate existing multimodal systems, the demand and recommend any changes to the existing design patterns.

4. ACTION ON ANY ITEM DISCUSSED HEREIN

No discussion.

5. NEXT PARKING AUTHORITY MEETING: WEDNESDAY, FEBRUARY 24 , 2016, AT THE MARITIME GARAGE, PARKING AUTHORITY OFFICES, 11 N. WATER STREET, 6 PM.

**** MR. BRESCIA MOVED TO ADJOURN**

**** MOTION PASSED UNANIMOUSLY**

The meeting adjourned at 6:35PM