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Members of the public who wish to provide public comment are encouraged to submit those via e-mail in advance of the meeting. For these comments to be read into the record, they should be submitted at least three hours in advance of the meeting start time. Please email Brian Lutz blutz@norwalkct.gov to provide written comment prior to the meeting.

**PARKING AUTHORITY
REGULAR MEETING VIA ZOOM VIRTUAL VIDEOCONFERENCE AND
TELECONFERENCE
OCTOBER 22, 2025**

- ATTENDANCE:** Eric Rains, Chairman
Matthew Seebeck, Vice Chairman
Jud Aley
Peter Fullam
Jessica Larch
- STAFF** Bryan Lutz, Asst. Parking Director, TMP
- OTHERS:** Rocky Legesse, LAZ Parking

I. CALL TO ORDER

Mr. Rains called the meeting to order at 6:00 PM.

II. ROLL CALL

Mr. Lutz called the roll, and those listed in the attendance were present.

III. ACCEPTANCE OF MINUTES

A. Regular Meeting: September 24, 2025

**** MS. LARCH MOVED TO APPROVE THE MINUTES AS SUBMITTED.**

**** MR. FULLAM SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

IV. PUBLIC PARTICIPATION

Diane Cece- East Norwalk Neighborhood Association

Ms. Cece reiterated some of the comments she made at last night's Ordinance Committee meeting regarding the proposed residential parking program ordinance. She said she would also like to email some additional comments and clarifications at a later date. A lot of the conversation last night revolved around establishing a comfort level and balance between the Parking Authority's authority and its being controlled by elected officials for items coming back through the Common Council. At one point, Mr. Candella suggested that if, somewhere down the road, things weren't working out, the council would still retain the power to come back to the Parking Authority and rescind the ordinance or require it to be modified, and suggested that this be followed up on. She said the draft was also discussed last evening that stated the Parking Authority was also going to be charged with developing the draft and putting it out for a 30-day comment period before having a public hearing but thought it would be better to have the draft and comment period and then take into account the comments and maybe make adjustments etc. and then have another comment period and then a final public hearing. She suggested that, rather than the Parking Authority and TMP being in their own vacuum, they develop the draft with a stakeholder group before it goes out for a comment period. She hopes the Parking Authority will consider that, as she thinks getting feedback on the frontend could go a long way toward making this the best draft before it goes out.

Ms. Cece said another concern was the fact that the cities typically require a petition process in order to make any kind of changes that would impact residents on the street and there was a lot of concern whether that would be the best method in this particular situation because there are a lot of properties that are not owner-occupied as well as illegal apartments, especially in East Norwalk.

Ms. Cece said that Councilman Goldstein had suggested that one solution would be to amend the ordinance, and that the Parking Authority discuss the authority the council does have once the ordinance comes under the Parking Authority's purview.

V. REPORTS

A. ENGINEERING AND PROJECT REPORT

1. Update: NPA2025-01 Repairs and Improvements at Haviland Parking Deck

Mr. Lutz said the infrastructure repairs project started in late July at the Haviland Parking Deck and is progressing well. The concrete repairs are approximately 90% complete. He shared photos of the progress. The project is being executed in phases, which has effectively minimized disruptions by maintaining available parking. The only closure that needed to be done was during the week before Labor Day, which was decided by a majority of the businesses and leveraged to perform those repairs. There will be a discussion on how to phase the waterproof sealant portion of this project, rather than doing another closure, but it won't be done until the spring. The scheduled plan is to complete all concrete repairs and painting by the end of November. The contractor will then pause operations through the winter and resume work in the spring when the temperatures are favorable. They will continue to provide updates as the project progresses.

Mr. Rains said the outreach that staff and Laz did to businesses and residents was a hugely important component and should be commended. Knowing that this garage supports not just the resident component but also all of the businesses in the area, the fact that these issues were identified and addressed in such a thorough manner means the facility will be on a good track for at least the next decade.

2. Update: NPA2024-02 Aesthetic Enhancements at Yankee Doodle Garage (Painting & Selective Demo)

Mr. Lutz said he is pleased to report that the Yankee Doodle Garage aesthetic enhancement project started on September 30th. The contractor promptly began power washing the façade and removing the fencing and signage to prepare for the painting of the ribs. He has documented the process with photos that show the transformation already underway. He shared photos of the progress. The project received attention on social media, with one Facebook comment noting, “Yankee Doodle Garage is getting some accent of colors and I

kind of like it.” He encouraged each commissioner to use their position to help spread this message and maintain the positive image of what the Parking Authority does.

Mr. Lutz said that inclement weather has slightly delayed progress on the project, but the contractor will focus on completing the Burnell Blvd. side and River Street facades before cold temperatures hinder painting.

Mr. Fullam thanked the staff for the hard work that had been done on this.

Mr. Lutz said the next thing that will be done is the updated lighting to make the visitors and customers feel more comfortable being in the garage at night, so the updated lighting, in conjunction with the cleaning of the ribs and the painting, is going to make the garage a lot better and safer place to visit and park.

Mr. Rains said the comments he made regarding outreach certainly also apply to this project, and that, because of the outreach over the years, it has brought significant support by engaging businesses and the Wall Street Neighborhood Association in a very positive way, which was very important.

Mr. Lutz said there is an upcoming event this Saturday, October 25th, on Washington and North Main Street: the annual Halloween Night Fair, from 2:00 PM to 10:00 PM. It is a great event.

B. Financial and Operating Report- LAZ

Mr. Legesse reported that parking revenue was 4.3% under budget for the month, due to underperformance in transient and violation revenue. He said that meter revenue was 14% over budget for the month due to the transient revenue in the SONO area, specifically from the Maritime Garage, Wester Lot, and Haviland Deck. The month's expenses were 11.2% under budget, with major savings from repairs and maintenance, security services, parking programs, and equipment expenses. Overall, they underperformed on total revenue for the month, but were offset by savings in expenses, resulting in a 13.9% overbudget fund balance. For the first quarter, which ended on September 30th, they were under budget by 4.9% in revenue but offset by 16.6% in savings on total expenses, resulting in a 57% over budget in the total fund balance.

Mr. Legesse reported on the variance report and said equipment expenses were under budget for the month because invoices for equipment ordered had not yet been received. Parking programs were under budget for the month due to the termination of the contract with DKA, and the invoice for the new vendor has not been processed as of yet.

Mr. Legesse reported on the free 15-minute parking and said there has been a 3% increase in September. The digital version, rolled out on four streets as a pilot program, has

approximately 90 transactions, while over 4,000 have been recorded for the month. Mr. Lutz said that once the kinks are worked out with some of the signage and the new signs are installed, he thinks this number will increase drastically.

Mr. Legesse said they have received a lot of positive feedback from businesses and corporate offices in the Haviland Deck area.

Mr. Rains suggested that there be a future discussion on what the Parking Authority members would like to see reported on, what they should monitor more frequently, and what could be reviewed quarterly.

Mr. Aley joined the meeting at 6:30 PM.

VI. NEW BUSINESS

A. Discuss- Conditions Assessment

Mr. Lutz said, as a current reminder, the procedure involves conducting these assessments every two years with the flexibility to perform additional evaluations as needed. The 2025 assessments are currently being finalized, and Desmond will present the findings to the board upon completion or when the board is comfortable with the draft for further discussion and action. Mr. Rains asked if once a year is not enough. Mr. Lutz said that staff were thinking that, if it is not often enough, one is done each year with a different firm that holds an opposing view to see how different the opinions are. After further discussion, Mr. Lutz said he would reach out to some of the firms he has met during his time in the parking industry to gather information, and when Mr. Sugarman of Desmond presents to the Parking Authority, they can ask for his professional opinion.

VII. OLD BUSINESS

A. Update: Proposed Residential Parking Program Ordinance

Mr. Lutz provided an update on the proposed residential parking ordinance and said the newest version will be presented to the Common Council on Tuesday. He presented the version with the updated language that he will share with the members of the Parking Authority. The outcome of the Common Council meeting will provide clearer guidance for Park Norwalk's role.

Mr. Rains asked who would tell the Parking Authority how current operations would need to be modified to support this program and how to step out of the concentrated

area to service streets interested in the program. Mr. Lutz said this would be an ordinance affecting the entire city, so if there is a need for a residential zone in a certain area, the Parking Authority would have to develop guidelines and procedures to effectively manage that area. Mr. Rains asked if the Parking Authority would be looking to engage or assist in leading this ordinance. Mr. Lutz said that it could be one of the first recommendations to come before the Parking Authority once this ordinance is passed, and that the Parking Authority would form a work group to determine the procedures outlined in the plan.

Mr. Aley noted that New Haven and Stamford have residential parking programs and that Mr. Travers has extensive experience in this area.

VIII. ADJOURNMENT

**** MR. ALEY MOVED TO ADJOURN.**

**** MS. FULLAM SECONDED THE MOTION.**

**** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 7:05 PM.

Respectfully submitted,
Dilene Byrd