

**CITY OF NORWALK
PARKING AUTHORITY
REGULAR MEETING MINUTES JUNE 24, 2026
VIA ZOOM VIRTUAL MEETING**

ATTENDANCE: Jud Aley (Acting Chair), Peter Fullam, Jessica Larche

STAFF: Bryan Lutz, James Travers, Sirak Legesse (LAZ), Luis Henriques

CALL TO ORDER

Acting Chair Jud Aley called the meeting to order at 6:00 p.m.

ACCEPTANCE OF MINUTES

A. Regular Meeting Minutes – May 27, 2026

**** MR. FULLAM MOVED TO APPROVE THE MINUTES OF MAY 27, 2026, AS PRESENTED.**

**** MS. LANCHE SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY.**

PUBLIC PARTICIPATION

Irena Simeonova, tenant and founder of a fashion school located at the South Norwalk Train Station, addressed the Authority. She spoke about the school's 20-year history, its role in mentoring young students (including those with autism), and its positive impact on the community. She expressed gratitude for the City's support in allowing the school to operate in the building.

REPORTS

A. Engineering and Project Report (Bryan Lutz)

- **Yankee Doodle Garage (NPA2024-02):** Painting phase is approximately 95% complete. Punch list items remain, including corrected level stenciling. A ribbon-cutting event is being planned to celebrate the project's completion.
- **Haviland Parking Deck (NPA2025-01):** Concrete repairs and new stairwell installation are complete. Final phase work on the corridor floor is underway. A two-week closure is scheduled from August 3–14, 2026 for waterproofing and restriping. Permit holders will be accommodated at the Maritime Garage at no additional charge.
- **Citywide Wayfinding (NPA2026-1):** Contract has been executed. Internal kickoff meeting scheduled for later in the week.

B. Financial and Operating Report – LAZ (Sirak Legesse) Overall revenue for May was slightly under budget due to delayed advertisement payments (received in June). Expenses were under budget by 9.2%. Transient and meter revenue performed well, particularly at Webster Lot due to increased activity from a major movie release. Ticket issuance declined significantly, reflecting improved compliance and outreach efforts. The fund balance remains healthy.

NEW BUSINESS

A. New England Fashion Association Rent Deferral Bryan Lutz presented a request from the tenant for a temporary rent deferral due to financial hardship.

**** MR. FULLAM MOVED TO APPROVE THE RENT DEFERRAL REQUEST FOR THE NEW ENGLAND FASHION ASSOCIATION UNDER THE TERMS PRESENTED.**

**** MS. LARCHE SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY.**

B. NPA2026-02 Repairs and Improvements at Yankee Doodle Garage Bryan Lutz presented the next phase of structural repairs at Yankee Doodle Garage, including concrete restoration, waterproofing, and joint repairs. The lowest responsible bidder was Frank Capasso & Sons.

**** MS. LARCHE MOVED TO AUTHORIZE CHAIRMAN ERIC RAINES TO EXECUTE A CONTRACT WITH FRANK CAPASSO & SONS IN THE AMOUNT OF \$2,777,000 FOR PROJECT NPA2026-02.**

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

**** MOTION PASSED UNANIMOUSLY.**

**** MS. LARCHE MOVED TO AUTHORIZE THE DIRECTOR OF TRANSPORTATION, MOBILITY, AND PARKING TO EXECUTE CHANGE ORDERS UP TO 10% (\$277,700) OF THE CONTRACT VALUE FOR CONTINGENCIES.**

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

**** MOTION PASSED UNANIMOUSLY.**

C. FY26 Accrual Bryan Lutz requested approval to accrue \$395,000 in unexpended but committed funds from FY26 for projects continuing into FY27, including repairs and maintenance, LPR system installation, marketing initiatives, and website modernization.

**** MR. FULLAM MOVED TO APPROVE THE FY26 ACCRUAL REQUEST IN THE AMOUNT OF \$395,000.**
**** MS. LARCHE SECONDED THE MOTION.**
**** MOTION PASSED UNANIMOUSLY.**

OLD BUSINESS

A. Website Modernization Initiative Bryan Lutz presented a proposal from Miranda Creative to fully modernize the Park Norwalk website. The scope includes a new WordPress framework, improved navigation, ADA compliance, mobile optimization, and better content organization.

**** MS. LARCHE MOVED TO AUTHORIZE CHAIRMAN ERIC RAINES TO EXECUTE A CONTRACT WITH MIRANDA CREATIVE IN THE AMOUNT OF \$18,462 FOR THE WEBSITE MODERNIZATION PROJECT.**
**** MR. FULLAM SECONDED THE MOTION.**
**** MOTION PASSED UNANIMOUSLY.**

ADJOURNMENT

**** MS. LARCHE MOVED TO ADJOURN THE MEETING.**
**** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at approximately 7:06 p.m.

Respectfully Submitted,
Courtney Baldwin
Recording Secretary