



## REGULAR MEETING – PARKING AUTHORITY AGENDA

AUGUST 27, 2025, 6:00 PM  
BY ZOOM VIRTUAL MEETING

To allow public access, anyone may access a meeting by telephone and/or Zoom, or a recording in the City of Norwalk YouTube channel. Specific instructions and links can be found at [norwalkct.gov/meetings](https://norwalkct.gov/meetings).



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial \*9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide "live comments" may also use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Bryan Lutz at [blutz@norwalkct.gov](mailto:blutz@norwalkct.gov) with the subject line "Public Comment" to provide written public comment prior to the meeting.

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **ACCEPTANCE OF MINUTES**
  - A. **Special Meeting: July 24, 2025**
- IV. **PUBLIC PARTICIPATION**
- V. **NEW BUSINESS**
  - A. **Discuss: Proposed Residential Parking Program Ordinance**
  - B. **Discuss and Vote: Tacos 203 (SNRR Tenant) Lease Request**
- VI. **ADJOURNMENT**

**UPCOMING MEETINGS**

September 24, 2025

Members of the public can call in and listen to a meeting. They cannot speak or see any of the meeting participants. Each meeting will use a unique Meeting/Webinar ID. Please find the information using the link above.

Members of the public who wish to provide “live comments” will need to register in advance and use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the “raise your hand indicator” and you will be called on by the host of the meeting during the public comment section. Please find the information using the link above.

Members of the public who wish to view the meeting, but are not participating, can view a live stream on the City of Norwalk YouTube channel. This stream is delayed by approximately 20 seconds. Please find the information using the link above. The meeting recording and minutes will be posted on the City of Norwalk website within seven (7) days after the meeting.

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](mailto:blutz@norwalkct.gov) to provide written comment prior to the meeting.

**PARKING AUTHORITY  
SPECIAL MEETING VIA ZOOM VIRTUAL VIDEOCONFERENCE  
AND TELECONFERENCE  
JULY 24, 2025**

**ATTENDANCE:** Eric Rains, Chairman  
Jud Aley  
Peter Fullam  
Jessica Larche

**STAFF** Bryan Lutz, Asst. Parking Director, TMP

**OTHERS:** Rocky Legesse, LAZ Parking  
Louis Henriques, LAZ Parking

**I. CALL TO ORDER**

Mr. Rains called the meeting to order at 6:02 PM.

**II. ROLL CALL**

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

**III. ACCEPTANCE OF MINUTES**

**A. Regular Meeting: June 25, 2025**

- \*\* MR. FULLAM MOVED TO APPROVE THE MINUTES AS SUBMITTED.**
- \*\* MR. ALEY SECONDED THE MOTION.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

**IV. PUBLIC PARTICIPATION**

Roberta Dibisceglie-Osborne Avenue

Ms. Dibisceglie read the following statement into the record:

I reside on Osborne Avenue and have been a resident of East Norwalk for over 20 years, and have been advocating for a residential parking permit program in my neighborhood, a cause I have supported since 2017. Over the past five years, the parking situation has deteriorated significantly. Daily, residents compete with commuters, restaurant patrons, and other visitors for limited street parking. Many of us come home from work and run errands, only to circle the block for 20 minutes or park multiple streets away. This is especially hard for older residents, families with young children, and those with mobility issues. It is not just an inconvenience; it affects our quality of life and, in some cases, our safety. Our streets are packed with non-resident vehicles, including commercial trucks with combination plates and company branding. Illegal rooming houses contribute significantly to the overflow, producing far more vehicles than a legal one or two-family home would. With more development on the way and many new buildings exempt from minimum on-street and off-street parking, we are approaching a tipping point. As someone without a driveway and no feasible way to create one, both my legal tenant and I rely entirely on on-street parking at our conforming two-family home. My car has been sideswiped three times while parked on Osborne Avenue, resulting in costly repairs and stress. The stretch between Seaview and Goodrow Avenue is too narrow for two-way traffic when both sides are fully parked, and nearby Betts and Cottage streets face similar conditions. The situation worsens during peak hours, weekends, and events at Veterans' Park and the Pastime Club. Emergency vehicles and sanitation trucks have struggled to pass through due to congestion. I strongly urge

the city to establish a residential parking program that gives priority to residents on designated streets. Stamford, New Haven, and Greenwich already have successful systems that strike a balance between resident needs and visitor access. If those communities can manage successfully, Norwalk can too. I understand there may be concerns, but most permit programs include guest passes and visitor allowances. Many of us, including my husband and I, are willing to pay a reasonable fee to support a fair and well-managed program. We are open to phased-in or low-cost approaches that make sense for the city. Please continue working towards a solution that supports the residents who live here. I would very much appreciate being included in any next steps or future discussions.

Mr. Rains said there is recent legislation that gives the Parking Authority the power to pursue something like this, and it is something they have been discussing, and there will most certainly be next steps.

Mr. Lutz said they appreciate the comments, and it is something they have been working on diligently. he is hoping to bring an operational solution to the Parking Authority to use as a tool, and it is a priority.

## **V. REPORTS**

### **A. ENGINEERING AND PROJECT REPORT**

#### **1. Update: NPA 2025-01 Repairs and Improvements at Haviland Parking Deck**

Mr. Lutz said he is excited to announce that the Haviland Deck improvement project will commence on Monday, July 28th. This initiative marks a significant step towards enhancing the safety, functionality, and aesthetics of the Haviland Parking Deck, ensuring a modern and user-friendly experience. Over the past two weeks, their team has diligently notified permit holders, local businesses, and transient customers through emails and hand-delivered notices. These communications detailed the project scope and guided alternative parking arrangements during construction. He provided an overview of the project and said that Park Norwalk is dedicated to delivering a modern, safe, and welcoming parking environment. They recognize the construction may cause a temporary inconvenience, and they sincerely appreciate everyone's patience and cooperation as they work to enhance the deck. There is a landing page on the website, and social posts will go out shortly to expand their messaging.

Mr. Rains asked if the message would go out frequently, as was done with the Walk Bridge Program. Mr. Lutz said they can certainly look to do that as the project progresses.

2. Update: Residential Parking Program (RPP)

There was no discussion.

**A. FINANCIAL AND OPERATING REPORT-LAZ**

Mr. Legesse reported and said that for June, they finished strong on the revenue side and were favorably under budget on the expense side, resulting in a \$277,000 fund balance for the month. The main drivers were meter revenue, violation collection, as well as advertising income and investment income.

Mr. Rains asked where the revenue from the parking lot on West Avenue gets logged. Mr. Legesse said it gets reported on the monthly revenue, and that is why they have been over budget for the year, as it was unbudgeted revenue. Mr. Rains inquired about the project's progress. Mr. Lutz said they expect to say by September, but we believe it will be towards October at the earliest. He said he is working on some alternative ideas for the lot, and the contractor will rebuild the lot following the construction. Mr. Rains asked if, when the revenue stops, there will be ripples that will reverse any of the current trends. Mr. Legesse said they expect to receive some of the residential components from the parking lots, as well as the commercial component that will be located on the first floor of the building. Mr. Lutz said the lot currently has a timed regulation, and he and Mr. Travers have been working on a recommendation for different regulations.

Mr. Fullam asked if the increased revenue from the parking violations was due to the construction. Mr. Legesse said, "Yes," the tickets mainly were for construction area violations, as well as the increase in value of the parking tickets.

Mr. Aley asked how many parking spaces would be available following the construction. Mr. Legesse said there are approximately 50-55 parking spaces. Mr. Aley suggested adding a pay station in the lot. Mr. Fullam supported including a pay station.

Mr. Legesse said that on a year-to-date basis, they finished 2.3% over budget for parking revenue, with a budget of \$ 6.7 million.

Mr. Legesse reported on the variance report and stated that there were two revenue items: one from parking violations, which were 29% over budget as previously discussed, and the other from marketing and advertising. On the expense side, the expenses for signage were over budget due to the insurance monies collected for the repairs to the Maritime

Garage entrance. Expenses for security services were under budget, as the alarm system invoice had not yet been received. The expenses for marketing and communication for the month were higher due to increased marketing, coupled with the 50% payment for the “Dine in Norwalk” campaign. He noted that the expenses for signage were misreported at \$259,000; the correct amount is \$23,800. He will correct the error and send the revised report.

Mr. Legesse said there has been a minor decline in the 15-minute free parking in June throughout the three areas of the city, which he attributes to the decline in meter usage. However, he will continue to monitor it and provide an update at the September meeting.

Mr. Fullam noted that he has observed more than half the people in the Wall Street area still don’t know about the free 15-minute parking.

## **VI. NEW BUSINESS**

### **A. DISCUSS AND VOTE: NPA-02 AESTHETIC ENHANCEMENTS AT YANKEE DOODLE GARAGE PAINTING**

Mr. Lutz provided a summary of the Yankee Doodle Garage over the past year and said the repairs began last year. The bidding process for the next phase, which is the painting portion of the project, has been completed. A bid opening was held on June 23<sup>rd</sup>, and after evaluating the vendor and their past projects, it is recommended that the contract be awarded to Gilberto and Sons, LLC. The project encompasses painting the concrete ribs, stairwells, and landings, and will be funded through capital funding.

Mr. Aley asked how many bidders there were. Mr. Lutz said he had gone out to bid three times and received three bids the first time, but they came in very high. When the project was bid on this time, only one bid was received. Mr. Aley asked if the bidder has done similar work to this project. Mr. Lutz said, “Yes,” and they have done work on the mansion at Cranbury Park. The Recreation and Parks Department was happy with its work. Additionally, they completed work on the façade at Southern Connecticut State University, as well as the Connecticut Convention Center deck repairs.

Ms. Larche asked if the \$638,518 is just for the painting or does it include the repairs. Mr. Lutz said it is just for the outside perimeter painting, and the repairs are done as a separate project. Ms. Larche asked if the Parking Authority would vote on each phase of the project. Mr. Lutz said, “Yes.”

**AUTHORIZE THE MAYOR, HARRY W. RILLING, TO EXECUTE A CONTRACT AGREEMENT WITH GILBERTO AND SONS, LLC. IN THE AMOUNT OF \$638,518 FOR PROJECT NPA 2024-02, AESTHETIC ENHANCEMENTS (PAINTING) AT THE YANKEE DOODLE GARAGE**

**ACCOUNT NUMBERS:**

**0920 4095 5777 C0303**

**0921 4095 5777 C0303**

**0923 4095 5777 C0303**

**\*\* MR. ALEY MOVED TO APPROVE THE ITEM.**

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

**\*\* THE MOTION PASSED UNANIMOUSLY.**

**VIII. ADJOURNMENT**

**\*\* MR. FULLAM MOVED TO ADJOURN.**

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

**\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 6:40 PM.

Respectfully submitted,

Dilene Byrd

**§ \_\_\_\_\_ Residential Parking Permit Program’s Purpose**

This article is enacted in response to the adverse effects caused to certain areas and neighborhoods of the City by motor vehicle congestion, particularly the long-term parking of motor vehicles on the streets of such areas and neighborhoods by nonresidents thereof. In order to protect and promote the integrity of these areas and neighborhoods, it is necessary to enact parking regulations restricting unlimited parking by nonresidents therein, while providing the opportunity for residents to park near their homes. For the reasons set forth in this article, a system of preferential resident parking is hereby enacted for the City of Norwalk.

**§ \_\_\_\_\_ Residential Parking Permit Program Guidelines**

In accordance with the provisions of this Chapter and the Parking Authority guidelines and standards, as amended from time to time, the Parking Authority shall establish a residential parking permit program. The Parking Authority shall prepare guidelines and standards establishing the process, procedures, criteria, goals, rules, and requirements for the residential parking permit program. Prior to its initial approval, these guidelines and standards shall be subject to a thirty-day public comment period and a public hearing in front of the Parking Authority. A copy of the Parking Authority guidelines and standards shall be made available on the City of Norwalk website, the Parking Authority’s office, and in the Department of Transportation, Mobility and Parking’s office.