REGULAR MEETING – PARKING AUTHORITY
AGENDA
MARCH 26, 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.

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 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. **Regular Meeting: February 26, 2025**

IV. **PUBLIC PARTICIPATION**

V. **REPORTS**

A. **Engineering and Project Report**

1. Discuss and Vote: NPA2025-01 Repairs and Improvement at Haviland Parking Deck

2. Update: Installation of Parkonect PARC System

**B. Financial and Operating Report - LAZ**

## VI. NEW BUSINESS

**A. Discuss and Vote: Conditions Assessment Proposal**

**B. Discuss: Incentives for Businesses Near Parking Assets**

## VII. OLD BUSINESS

## VIII. ADJOURNMENT

## UPCOMING MEETINGS

Members of the public can call in and listen to a meeting. They will not be able to 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 to provide written comment prior to the meeting.

**PARKING AUTHORITY**
**REGULAR MEETING VIA ZOOM VIRTUAL VIDEOCONFERENCE AND TELECONFERENCE**
**FEBRUARY 26, 2025**

| | |
|---|---|
| **ATTENDANCE:** | Eric Rains, Chairman<br>Jud Aley<br>Peter Fullam |
| **STAFF** | Bryan Lutz, Asst. Parking Director, TMP |
| **OTHERS:** | Rocky Legesse, LAZ Parking |

## I. CALL TO ORDER

Mr. Rains called the meeting to order at 6:08 PM.

## II. ROLL CALL

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

## IV. PUBLIC PARTICIPATION

There were no public comments this evening.

## V. REPORTS

### A. ENGINEERING AN PROJECT REPORT

**1. NPA 2024-02 AESTHETIC ENHANCEMENTS AT THE YDG**

Mr. Lutz provided an update on the aesthetic enhancements at the Yankee Doodle Garage and said, as a reminder, the project was rebid last December and received only one bid. After analyzing that bid, they are not recommending moving forward with that party but instead are proposing a phased approach to the project. Currently, they are collaborating with THA, the design and architectural team, to prepare the project for that phased approach. The THA team is preparing documents for painting, which they plan on doing as phase I and phase II will address the project's metalwork and lighting aspects. Once the documents are finalized, they can proceed with the bidding process again. He will update the commission as the project progresses. Mr. Rains asked if there was a target timeline. Mr. Lutz said that THA informed him that the painting should only take over a week to finish, and if that is the case, he can have the other work out to bid before the next meeting.

**2. NP 2025-01 REPAIRS AND IMPROVEMENTS AT HAVILAND PARKING DECK**

Mr. Lutz provided an update on the repairs and improvements at the Haviland Parking Deck. He said the project went out to bid earlier this month, and the bid opening took place on Monday. They received four bids, which they are assessing and will present their recommendations next month.

### B. FINANCIAL AND OPERATING REPORT-LAZ

Mr. Legesse reported on the financial and operating report and said January was very successful. Total revenue exceeded the budget by 3%, and total expenses came under budget by 12%, resulting in a positive $54,000 fund balance on a budgeted loss of $31,000 for the month.

Mr. Legesse said the transient parking was over budget for the month, and the leading performers were the South Norwalk Train Station and East Norwalk Train Station parking facilities. The loss at the Maritime Garage, Haviland Deck, and North Water Street lot offset the gain at these two facilities. He said the Wall Street facilities, which include the Wall Street lot, the Main Street lot, and the Yankee Doodle Garage, all overperformed.

Mr. Legesse said the monthly meter revenue was slightly over budget and noticed increased activity in all city areas. Still, the outperformers were the West Avenue and SONO areas. Monthly revenue was also over budget, and the major performers were the South Norwalk Garage, the Yankee Doodle Garage, and the Webster Lot. The YMCA lot was also overperforming, but did not receive the revenue for January and February for the usage of the parking lot until today. Still, it will be reported in next month's revenue. Parking violations are also over budget for the month due to the aged balance collection coupled with increased citation activity in the areas that have seen increased activity, mainly Haviland Street, Webster Lot, and the East Norwalk Railroad, which is managed and owned by Spinnaker. Expenses for the month were under budget, and the major savings came from building repairs and maintenance, operating expenses, snow removal, and security services. He emphasized that the savings from the building repairs and maintenance will be used for the overhead gate repairs at the South Norwalk and Maritime Garage.

Mr. Legesse reported on the variances, which included operating expenses, building repairs and maintenance, snow removal, service contracts, security services, and vehicle expenses. All were under budget except for the vehicle expenses.

Mr. Legesse reported on the operations report and noted that on-street activity increased in January even compared to prior years and mainly comes from the SONO and West Avenue areas. He said they also see increased activity in Pay-by-Cell, mainly in SONO's off-street and on-street facilities.

## VII. OLD BUSINESS

### A. UPDATE: SNRR RESTROOM RENOVATION

Mr. Lutz provided an update on the South Norwalk Railroad Station renovation. He said there was a delay due to an ADA compliance issue, but it has been rectified, and the facilities have been open for just over a week. Mr. Lutz shared before-and-after photos.

### B. UPDATE: ON-STREET 15 MINUTE FREE ROLL OUT

Mr. Lutz provided an update on the on-street 15 minutes free roll out and said, as stated at the last meeting, they have successfully launched the 15-minute free option citywide and did a full core press on the outreach, so the public was aware. The staff went out in force handing out posters and flyers to the local businesses in anticipation of the change. There was also a successful social media post on the front page of the Norwalk Hour, which over 32,000 people saw, and there was much traffic on the website. An email blast also went out to 147 users, 150 were delivered, and 36% opened the email. He said it was a good campaign and could be done again in the future if needed.

Mr. Aley joined the meeting at 6:25 PM.

## III. ACCEPTANCE OF MINUTES

### A. REGULAR MEETING: JANUARY 22, 2025

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

## VI. NEW BUSINESS

### A. DISCUSS AND VOTE: POTENTIAL SNRR RETAIL TENANT

Mr. Lutz said they have been going through potential tenants for space at the South Norwalk Railroad Station and Adrien Herado of Taco's Please LLC is interested in leasing the space and is a Norwalk resident and currently operates the Taco Guy restaurant and food truck on Wall Street and is looking to start an authentic taco spot called Carnitas Michoacan that space to serve commuters in the neighborhood. He said there is also another party interested in space. Still, they recommend Adrien's proposal as he is a local resident with a successful restaurant, and his vision of the space is exciting.

Mr. Aley asked what food the other party was interested in serving. Mr. Lutz provided background information on the other party. He said they currently operate Brick Oven on Main Street in Bridgeport and wanted to add a brick oven to the space and have a pizzeria.

Mr. Lutz provided an overview of renting city space and said that once the Parking Authority approves it, it must go to the Land Use and Building Management Committee to vote for a public hearing. If that is successful, it will go to the Planning & Zoning Committee for a referral and then to the Common Council for approval.

**** MR. ALEY MOVED TO APPROVE TO START THE PROCESS TO LEASE THE RESTAURANT SPACE AT THE SONO TRAIN STATION ON THE NEW HAVEN BOUND SIDE TO CARNITAS MICHOACAN.**
**** MR. FULLAM SECONDED THE MOTION.**
**** THE MOTION PASSED UNANIMOUSLY.**

### B. DISCUSS AND VOTE: CONDITIONS ASSESSMENT PROCEDURES

Mr. Lutz said parking garages are vital infrastructures that require regular condition assessments to ensure safety, functionality, and longevity. A comprehensive assessment typically involves a detailed inspection of structural elements, mechanical systems, and safety features. The findings from these assessments are documented in a report highlighting immediate repairs needed and recommending maintenance schedules by addressing issues proactively, as assessments help to extend the lifespan of parking garages to ensure they remain safe and functional for users. Our last assessment was done in 2022, and we recommend a procedure that makes these assessments part of the standard operating procedures that the authority follows. If approved, he will bring a proposal that outlines best practices and operational costs to the next meeting for a vote. He said he uses the 2022 assessment extensively when doing projects.

Mr. Rains asked how often a condition assessment is typically done. Mr. Lutz said that based on his initial research, every other year should be sufficient, but there should be some flexibility in case a severe problem is identified in one of the years.

Mr. Aley asked if another vendor besides Desmond Associates was under consideration. Mr. Lutz said “yes” and that he has also reached out to THA and is looking for a reliable third firm to rely on. However, Desmond is a highly reputable structural firm for parking garages.

**** MR. FULLAM MOVED TO APPROVE TO HAVE MR. LUTZ PROCEED WITH RECOMMENDATIONS ON AN ANNUAL OR SEMI-ANNUAL BASIS OR HOW HE SEES FIT.**
**** MR. ALEY SECONDED THE MOTION.**
**** THE MOTION PASSED UNANIMOUSLY.**

## VIII. ADJOURNMENT

**** MR. FULLAM MOVED TO ADJOURN.**
**** MR. ALEY SECONDED THE MOTION.**
**** THE MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 6:42 PM.

Respectfully submitted,

Dilene Byrd

February 2025

# Operations/Financial Report

# FINANCIAL SUMMARY

Summary Income Statement
Norwalk Parking Authority
For the Period Ending February 2025

| | February-25 | | | | | FOR THE MONTH ENDING FEBRUARY 2025 | | | | | FISCAL YEAR | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | Actual 2025 | Budget 2025 | Var $ | Var % | Actual PY | Actual 2025 | Budget 2025 | Var $ | Var % | Actual PY | Forecast | Budget |
| **REVENUES:** | | | | | | | | | | | | |
| Parking Revenue | 526,654 | 530,220 | (3,566) | -0.7% | 509,416 | 4,508,584 | 4,498,927 | 9,657 | 0.2% | 4,444,563 | 6,762,876 | 6,754,464 |
| Other Revenue | 3,382 | 11,502 | (8,120) | -70.6% | 9,511 | 57,075 | 92,013 | (34,939) | -38.0% | 69,587 | 85,612 | 138,020 |
| **Total System Revenue** | **530,036** | **541,722** | **(11,686)** | -2.2% | **518,928** | **4,565,659** | **4,590,940** | **(25,282)** | -0.6% | **4,514,150** | **6,848,488** | **6,892,484** |
| **EXPENSES:** | | | | | | | | | | | | |
| Operations | 470,841 | 356,998 | 113,843 | 31.9% | 325,034 | 2,634,388 | 2,901,589 | (267,201) | -9.2% | 2,622,504 | 4,101,582 | 4,407,250 |
| City Support/Admin Svcs | 71,126 | 71,126 | 0 | 0.0% | 61,949 | 569,004 | 569,004 | - | 0.0% | 495,594 | 853,506 | 853,506 |
| Debt Service | 106,513 | 106,513 | 0 | 0.0% | 104,593 | 852,104 | 852,104 | - | 0.0% | 836,747 | 1,278,156 | 1,278,156 |
| Capital Reserve &Replacement | 0 | 11,250 | (11,250) | -100.0% | 11,250 | 78,750 | 90,000 | (11,250) | -12.5% | 78,750 | 118,125 | 135,000 |
| **Total Expenses** | **648,480** | **545,887** | **102,593** | 18.8% | **502,826** | **4,134,246** | **4,412,697** | **(278,451)** | -6.3% | **4,033,595** | **6,351,369** | **6,673,913** |
| **Fund Balance** | **(118,444)** | **(4,165)** | **(114,279)** | 2743.8% | **16,101** | **431,413** | **178,243** | **253,170** | 142.0% | **480,555** | **497,119** | **218,571** |

Budget Summary

- Parking revenue is **.07 under** budget for the month and **0.2% over** budget YTD.
- Transient revenue is **on** budget for the month and **0.3% under** budget YTD.
- Meter revenue is **8.8% under** budget for the month and **7% over** budget YTD.
- Monthly revenue is **8.2% over** budget for the month and **3.7% over** budget YTD.
- Parking violation is **13.6% under** budget for the month and **6.9% under** budget YTD.
- Total expenses are **18.8% over** budget for the month and **6.3% under** budget YTD.

## Variance Report (Actual v. Budget)

The Variance Report identifies and explains variances that are at least 20% and $5,000 compared to budget.

**VARIANCE REPORT - Major Variances (+/- 20% and $5,000)**
Norwalk Parking Authority
For the Month Ending February 28, 2025

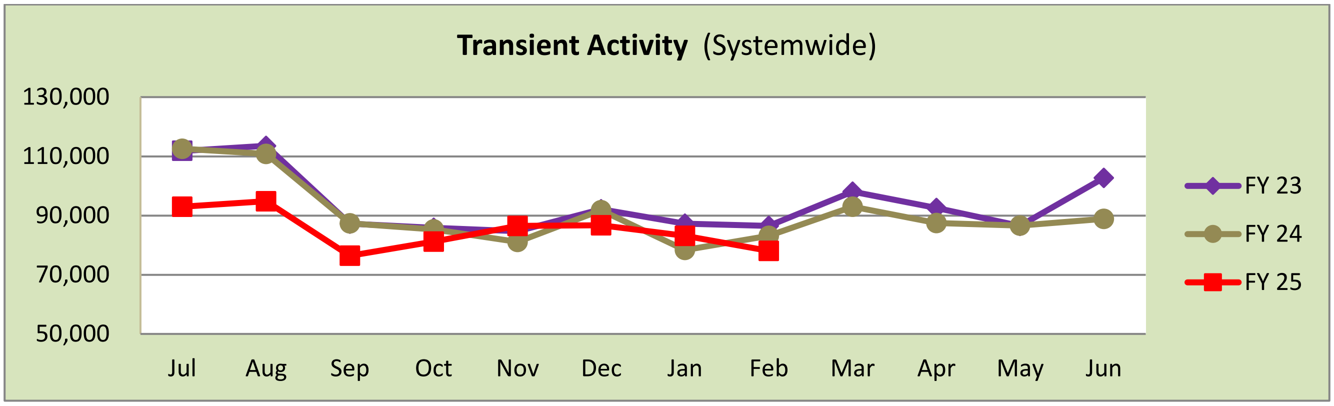
| | ACTUAL | BUDGET | Var. ($) | Var. (%) | COMMENTS | Actual YTD | Budget YTD |
|---|---|---|---|---|---|---|---|
| **PARKING REVENUE** | | | | | | | |
| N/A | | | | | | | |
| **OPERATING EXPENSES** | | | | | | | |
| Building Repair & Maintenance | $20,741 | $38,745 | ($18,004) | -46.5% | Expenses for the month are under budget due to anticipated overhead gate repair jobs, light bulb replacement and electrical repairs that were budgeted and were not incurred. We are getting prcing on the repair of the overhead gate, and we expect this to get accomplished before the end of this fiscal year. | $238,565 | $372,760 |
| Snow Removal | $151,152 | $37,500 | $113,652 | 303.1% | Expense for the month is over budget due to more snow for the month coupled with payment for late January snow storms. | $168,999 | $128,000 |
| Service Contract | $23,943 | $12,940 | $11,003 | 85.0% | Expense for the month is over budget due to payment to the parc equipment service contract that was missed in January. | $131,862 | $138,241 |
| Utilities Expense | $11,805 | $6,742 | $5,064 | 75.1% | Expense for the month is over budget. We are in contact with Eversource to find out the increase in the monthly charge. | $54,204 | $53,932 |

# Financial Statement
# For the Month ending February 28, 2025

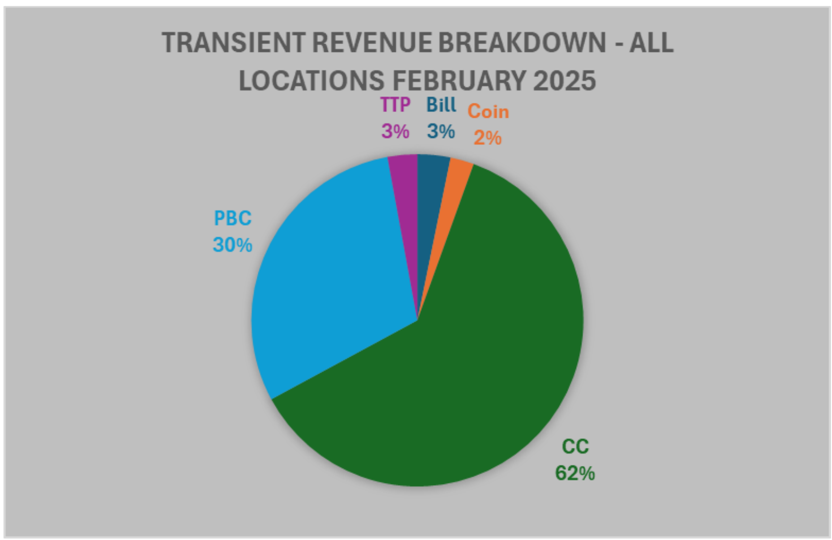
| LAZ Karp Associates, LLC and Subsidiaries<br>Norwalk Parking Authority<br>For the Eight Months Ending February 28, 2025 | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| Description | Actual | Budget | Variance | % Variance | YTD Actual | YTD Budget | YTD Variance | YTD Variance % | Annual Budget |
| **PARKING REVENUE** | | | | | | | | | |
| Meter Revenue | 50,955.05 | 55,878.96 | (4,923.91) | -8.8% | 479,774.64 | 448,545.40 | 31,229.24 | 7.0% | 681,259.61 |
| Transient Parking | 192,388.37 | 192,371.76 | 16.61 | 0.0% | 1,664,668.62 | 1,669,156.47 | (4,487.85) | -0.3% | 2,553,030.23 |
| Monthly Parking | 220,471.52 | 203,770.51 | 16,701.01 | 8.2% | 1,689,669.80 | 1,630,164.08 | 59,505.72 | 3.7% | 2,445,246.12 |
| Less: Refunds | (381.80) | 0.00 | (381.80) | 0.0% | (3,810.80) | 0.00 | (3,810.80) | 0.0% | 0.00 |
| Parking Violation | 90,896.00 | 105,188.52 | (14,292.52) | -13.6% | 907,189.00 | 974,840.65 | (67,651.65) | -6.9% | 1,414,044.99 |
| Less: Sales Tax | (27,674.78) | (26,989.51) | (685.27) | 2.5% | (228,907.01) | (223,779.50) | (5,127.51) | 2.3% | (339,116.62) |
| **TOTAL PARKING REVENUE** | **526,654.36** | **530,220.24** | **(3,565.88)** | **-0.7%** | **4,508,584.25** | **4,498,927.10** | **9,657.15** | **0.2%** | **6,754,464.33** |
| | | | | | | | | | |
| **OTHER REVENUE** | | | | | | | | | |
| Marketing/Advertising | 0.00 | 1,800.00 | (1,800.00) | -100.0% | 0.00 | 14,400.00 | (14,400.00) | -100.0% | 21,600.00 |
| ATM Machines | 178.00 | 333.33 | (155.33) | -46.6% | 1,706.00 | 2,666.64 | (960.64) | -36.0% | 3,999.96 |
| Lease Income - SNRR/MG | 1,757.82 | 3,164.00 | (1,406.18) | -44.4% | 28,669.62 | 25,312.00 | 3,357.62 | 13.3% | 37,968.00 |
| Lease Income_YDG | 1,446.00 | 1,446.33 | (0.33) | 0.0% | 11,456.00 | 11,570.64 | (114.64) | -1.0% | 17,355.96 |
| SNRR Concessions Income | 0.00 | 4,674.67 | (4,674.67) | -100.0% | 15,243.00 | 37,397.36 | (22,154.36) | -59.2% | 56,096.04 |
| Investment Income | 0.00 | 83.33 | (83.33) | -100.0% | 0.00 | 666.64 | (666.64) | -100.0% | 999.96 |
| **TOTAL OTHER REVENUE** | **3,381.82** | **11,501.66** | **(8,119.84)** | **-70.6%** | **57,074.62** | **92,013.28** | **(34,938.66)** | **-38.0%** | **138,019.92** |
| **TOTAL SYSTEM REVENUE** | **530,036.18** | **541,721.90** | **(11,685.72)** | **-2.2%** | **4,565,658.87** | **4,590,940.38** | **(25,281.51)** | **-0.6%** | **6,892,484.25** |
| | | | | | | | | | |
| **OPERATING EXPENSES** | | | | | | | | | |
| Gross Wages | 108,407.48 | 108,719.32 | 311.84 | 0.3% | 849,366.72 | 924,114.21 | 74,747.49 | 8.1% | 1,413,351.14 |
| Payroll Tax Expense | 13,384.86 | 13,753.01 | 368.15 | 2.7% | 103,823.05 | 116,900.59 | 13,077.54 | 11.2% | 178,789.14 |
| Group Health Insurance | 13,298.99 | 11,415.53 | (1,883.46) | -16.5% | 89,701.73 | 97,031.99 | 7,330.26 | 7.6% | 148,401.86 |
| Worker's Compensation Expense | 4,443.98 | 4,566.22 | 122.24 | 2.7% | 34,471.08 | 38,812.86 | 4,341.78 | 11.2% | 59,360.84 |
| 401K Match Expense | 2,116.14 | 2,174.39 | 58.25 | 2.7% | 16,414.86 | 18,482.31 | 2,067.45 | 11.2% | 28,267.06 |
| Operating Expenses | 11,293.08 | 12,499.98 | 1,206.90 | 9.7% | 65,405.38 | 99,999.84 | 34,594.46 | 34.6% | 149,999.76 |
| Maritime Condo fees | 2,404.45 | 1,964.52 | (439.93) | -22.4% | 18,610.60 | 15,716.16 | (2,894.44) | -18.4% | 23,574.24 |
| Management Fee Expense | 8,333.33 | 8,333.35 | 0.02 | 0.0% | 66,666.64 | 66,666.80 | 0.16 | 0.0% | 100,000.20 |
| Uniforms | 7,585.21 | 3,333.34 | (4,251.87) | -127.6% | 7,585.21 | 26,666.72 | 19,081.51 | 71.6% | 40,000.08 |
| Signage | 335.00 | 4,166.66 | 3,831.66 | 92.0% | 1,420.80 | 33,333.28 | 31,912.48 | 95.7% | 49,999.92 |
| Tickets | 693.00 | 625.01 | (67.99) | -10.9% | 14,931.00 | 5,000.08 | (9,930.92) | -198.6% | 7,500.12 |
| Office Expense | 1,990.36 | 1,333.34 | (657.02) | -49.3% | 18,954.32 | 10,666.72 | (8,287.60) | -77.7% | 16,000.08 |
| Building Repair & Maintenance | 20,741.19 | 38,745.00 | 18,003.81 | 46.5% | 238,564.55 | 372,760.00 | 134,195.45 | 36.0% | 603,510.00 |
| Snow Removal | 151,151.76 | 37,500.00 | (113,651.76) | -303.1% | 168,998.76 | 128,000.00 | (40,998.76) | -32.0% | 177,500.00 |
| Service Contract | 23,943.21 | 12,939.88 | (11,003.33) | -85.0% | 131,862.41 | 138,240.62 | 6,378.21 | 4.6% | 201,574.00 |
| Sanitation | 2,206.21 | 2,500.00 | 293.79 | 11.8% | 15,192.92 | 20,000.00 | 4,807.08 | 24.0% | 30,000.00 |
| Security Services | 4,222.33 | 7,533.33 | 3,311.00 | 44.0% | 68,382.70 | 89,866.65 | 21,483.95 | 23.9% | 129,866.64 |
| Permit/Violation Management | 10,130.18 | 10,416.65 | 286.47 | 2.8% | 78,936.99 | 83,333.20 | 4,396.21 | 5.3% | 124,999.80 |
| Utilities Expense | 11,805.22 | 6,741.52 | (5,063.70) | -75.1% | 54,204.14 | 53,932.16 | (271.98) | -0.5% | 80,898.24 |
| Vehicle Expense | 9,352.35 | 5,833.32 | (3,519.03) | -60.3% | 84,719.13 | 46,666.56 | (38,052.57) | -81.5% | 69,999.84 |
| Telephone | 10,177.77 | 6,666.67 | (3,511.10) | -52.7% | 74,654.07 | 53,333.36 | (21,320.71) | -40.0% | 80,000.04 |
| Equipment Expense | 0.00 | 2,499.99 | 2,499.99 | 100.0% | 0.00 | 19,999.92 | 19,999.92 | 100.0% | 29,999.88 |
| Bank and Credit Card Fees | 28,955.51 | 26,776.42 | (2,179.09) | -8.1% | 228,957.56 | 227,860.15 | (1,097.41) | -0.5% | 342,289.50 |
| Liability Insurance | 12,639.82 | 13,460.94 | 821.12 | 6.1% | 108,206.09 | 114,204.70 | 5,998.61 | 5.3% | 171,367.69 |
| Parking Program | 8,305.00 | 8,788.96 | 483.96 | 5.5% | 66,640.00 | 70,311.68 | 3,671.68 | 5.2% | 105,467.52 |
| Marketing and Communication | 2,925.00 | 3,711.05 | 786.05 | 21.2% | 27,717.05 | 29,688.40 | 1,971.35 | 6.6% | 44,532.60 |
| | | | | | | | | | |
| **TOTAL OPERATING EXPENSES** | **470,841.43** | **356,998.40** | **(113,843.03)** | **-31.9%** | **2,634,387.76** | **2,901,588.96** | **267,201.20** | **9.2%** | **4,407,250.19** |
| | | | | | | | | | |
| **CITY ADMINISTERED EXPENSES** | | | | | | | | | |
| Other City Payroll Expenses | 46,083.23 | 46,083.23 | 0.00 | 0.0% | 368,665.84 | 368,665.84 | 0.00 | 0.0% | 552,998.76 |
| Electric | 19,642.10 | 19,642.10 | 0.00 | 0.0% | 157,136.80 | 157,136.80 | 0.00 | 0.0% | 235,705.20 |
| Sewer | 968.26 | 968.26 | 0.00 | 0.0% | 7,746.08 | 7,746.08 | 0.00 | 0.0% | 11,619.12 |
| Professional Services | 3,750.01 | 3,750.01 | 0.00 | 0.0% | 30,000.08 | 30,000.08 | 0.00 | 0.0% | 45,000.12 |
| Legal Service Retainer | 416.65 | 416.65 | 0.00 | 0.0% | 3,333.20 | 3,333.20 | 0.00 | 0.0% | 4,999.80 |
| Business Expense | 265.27 | 265.27 | 0.00 | 0.0% | 2,122.16 | 2,122.16 | 0.00 | 0.0% | 3,183.24 |
| **TOTAL CITY ADMINISTERED EXPENSES** | **71,125.52** | **71,125.52** | **0.00** | **0.0%** | **569,004.16** | **569,004.16** | **0.00** | **0.0%** | **853,506.24** |
| **SUBTOTAL OPERATING EXPENESES** | **541,966.95** | **428,123.92** | **(113,843.03)** | **-26.6%** | **3,203,391.92** | **3,470,593.12** | **267,201.20** | **7.7%** | **5,260,756.43** |
| Debt Service Interest | 14,769.03 | 14,769.03 | 0.00 | 0.0% | 118,152.24 | 118,152.24 | 0.00 | 0.0% | 177,228.36 |
| Debt Service Principle | 91,743.99 | 91,743.99 | 0.00 | 0.0% | 733,951.92 | 733,951.92 | 0.00 | 0.0% | 1,100,927.88 |
| **SUBTOTAL DEBT SERVICES** | **106,513.02** | **106,513.02** | **0.00** | **0.0%** | **852,104.16** | **852,104.16** | **0.00** | **0.0%** | **1,278,156.24** |
| Capital Reserve and Replacement | 0.00 | 11,250.01 | 11,250.01 | 100.0% | 78,750.07 | 90,000.08 | 11,250.01 | 12.5% | 135,000.12 |
| **TOTAL EXPENSES** | **648,479.97** | **545,886.95** | **(102,593.02)** | **-18.8%** | **4,134,246.15** | **4,412,697.36** | **278,451.21** | **6.3%** | **6,673,912.79** |
| **Fund Balance** | **(118,443.79)** | **(4,165.05)** | **(114,278.74)** | **2743.8%** | **431,412.72** | **178,243.02** | **253,169.70** | **142.0%** | **218,571.46** |

Systemwide Transient Activity

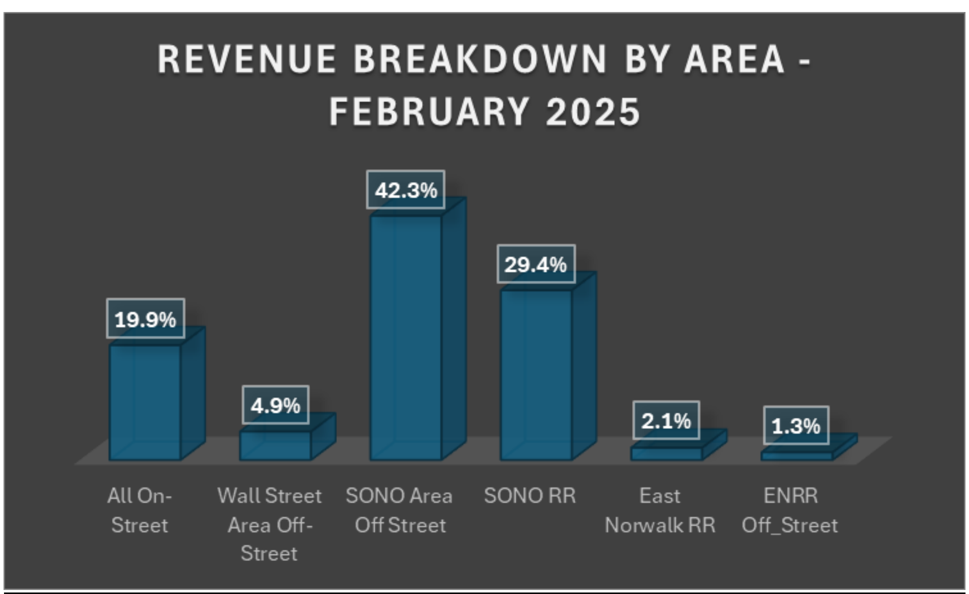
- Overall, systemwide transient activity for YTD is **6.9% below** the previous year.




Systemwide transient payment breakdown for the month

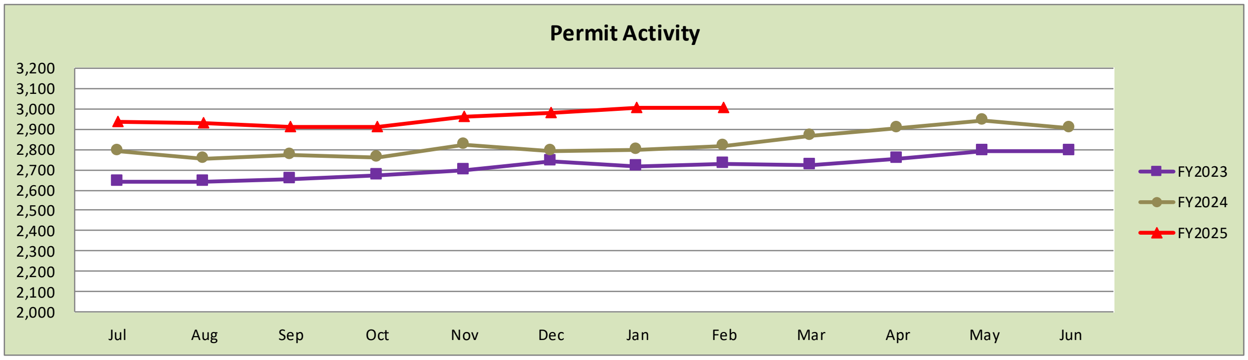


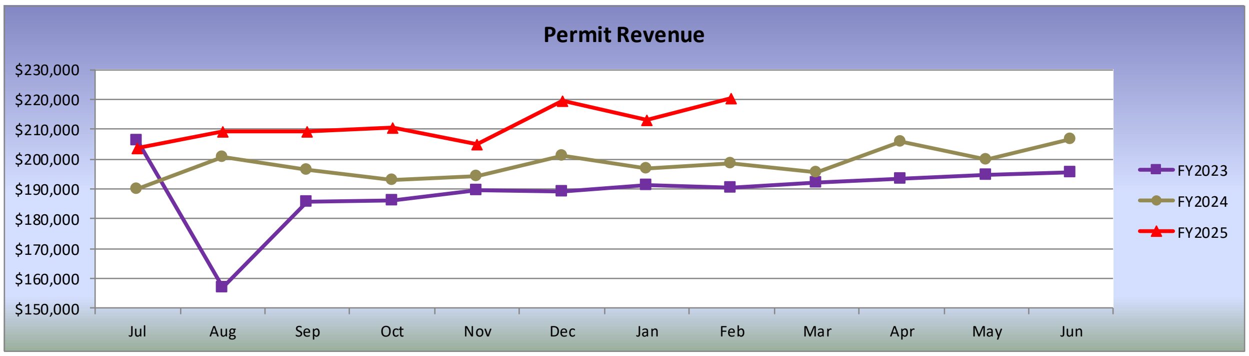

Systemwide transient revenue breakdown by area for the month

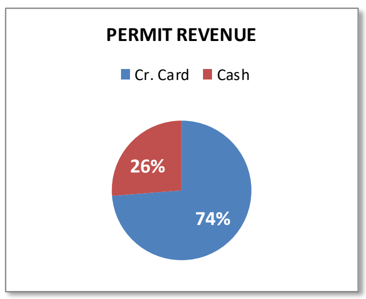


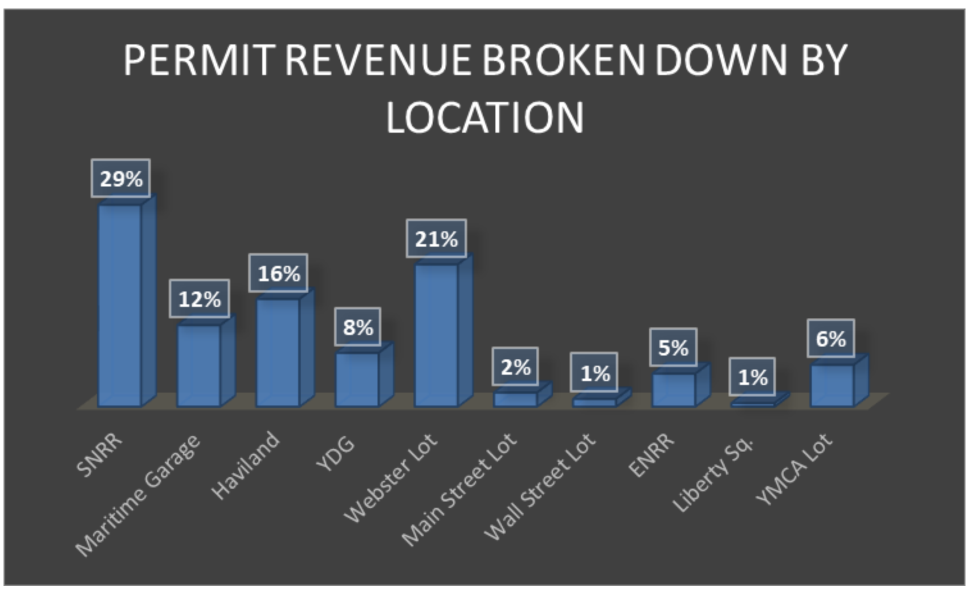
## Permit Sales

- YTD compared to last year, permit activity is **up 5.9%** and revenue is **up 7.6%**.
- **For the month, 3,004** permits were sold systemwide. There are 3,092 spaces available for permits and 4,359 total spaces systemwide, including non-metered spaces. Permit Revenue for the month represents 40% of the total gross revenue.



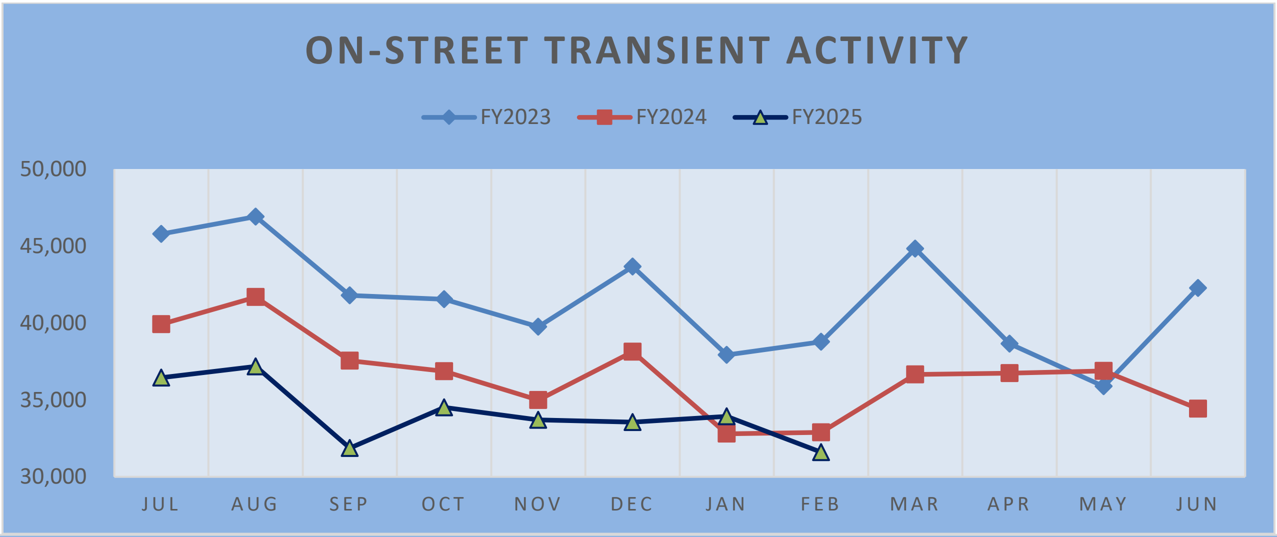



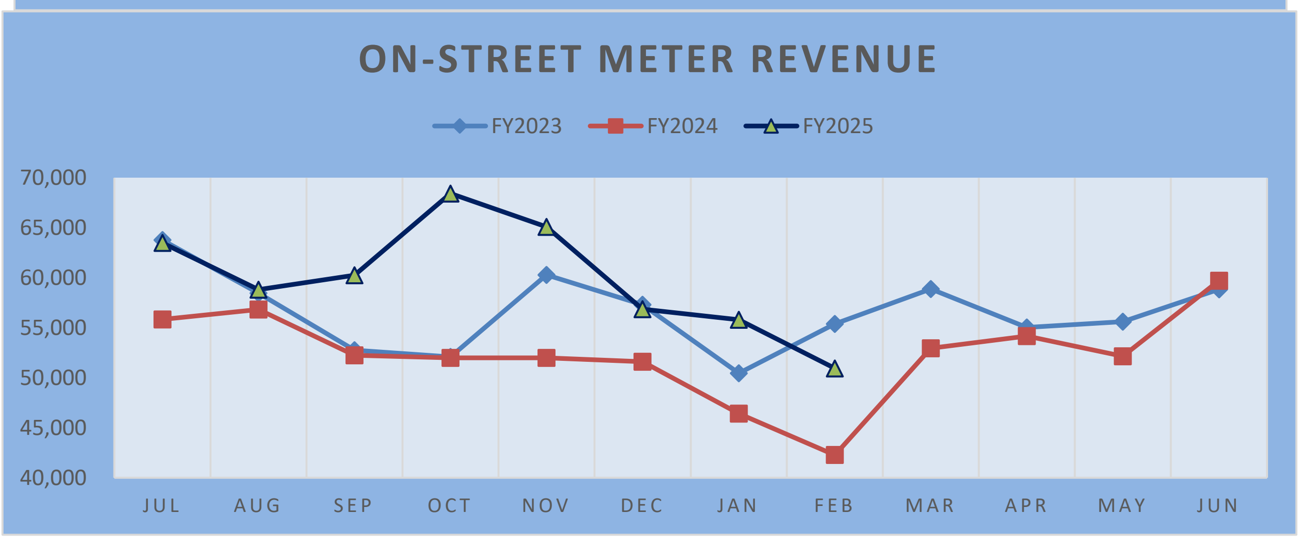



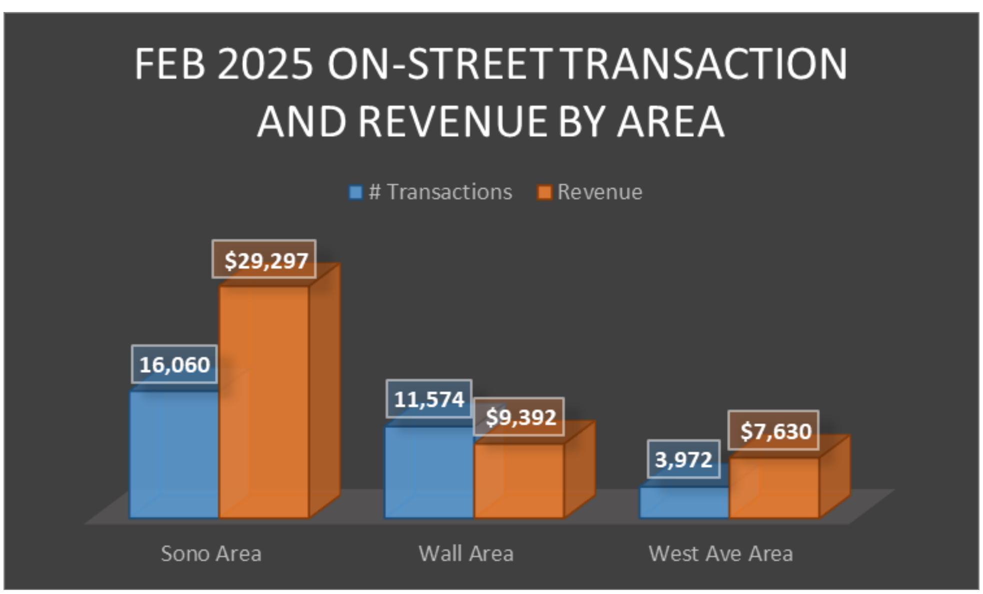



## On-Street Parking

- YTD through February, on-street transient activity was **down 7.5%** and revenue was **up 17.2%** compared to last year.
- For the month of February, on-street transient activity was **down 8.7%** compared to last month.

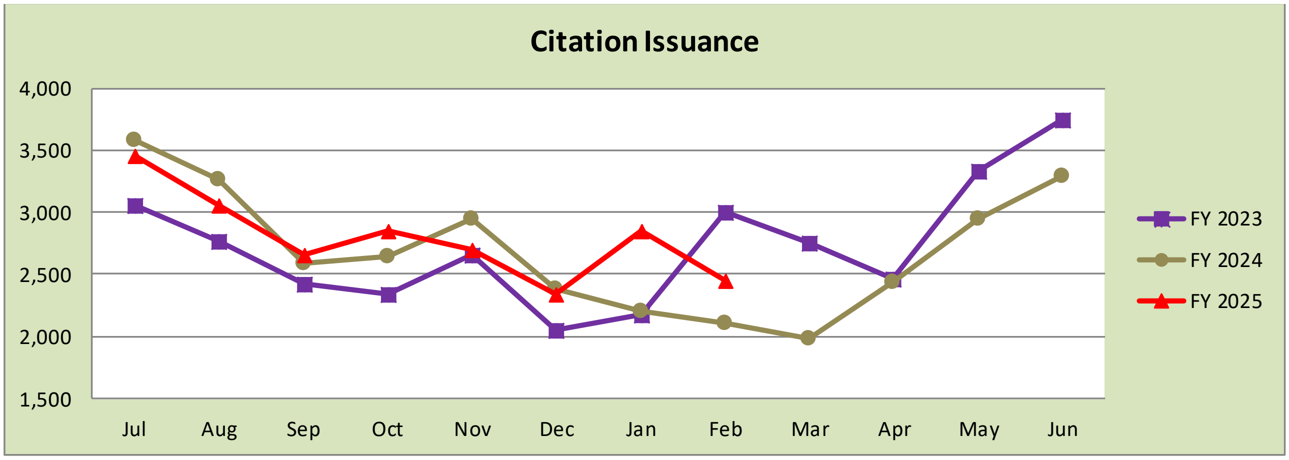


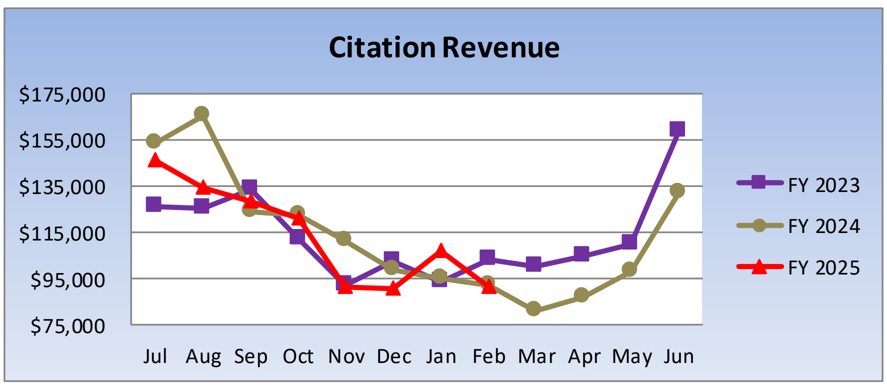



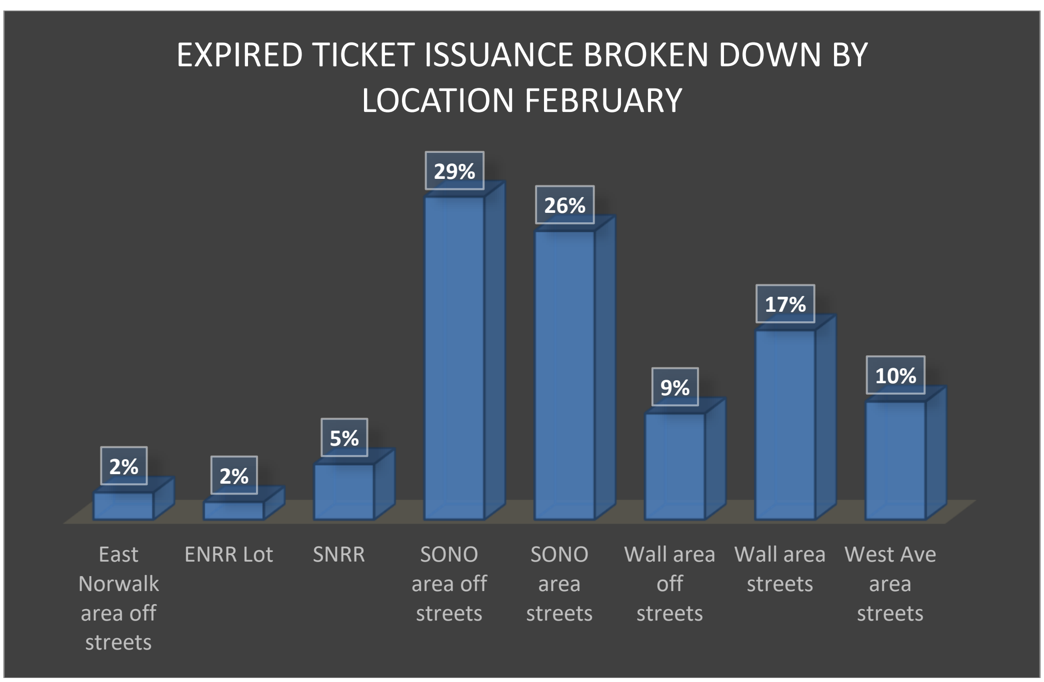



## Parking Enforcement

- Compared to last month, ticket issuance was **down 14%** and citation revenue was **down 14.6%**.

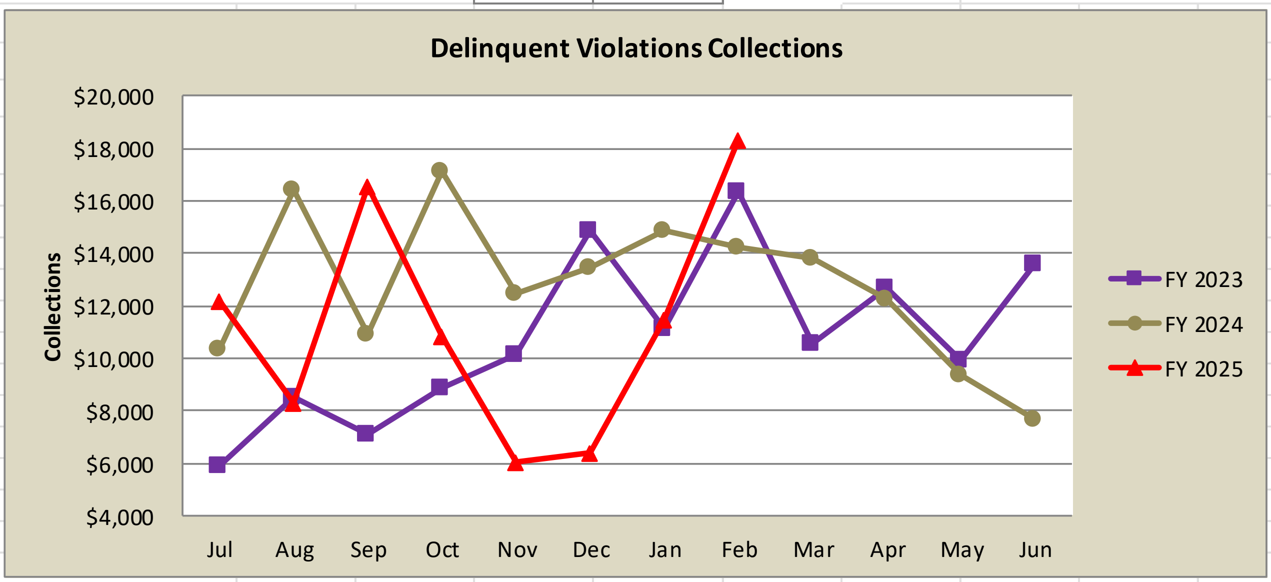


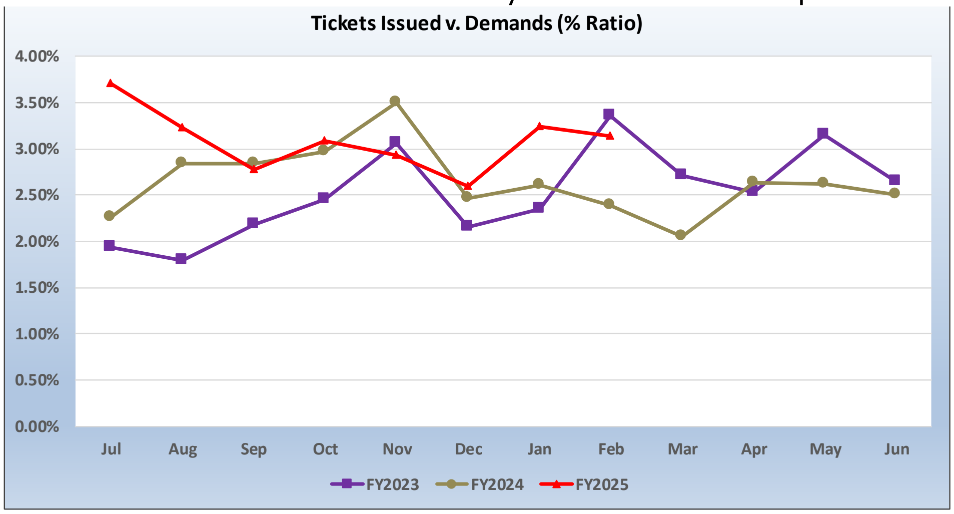
## Parking Violations Collection Program

| Fiscal Year | Delinquent | |
|---|---|---|
| 2013 | $131,458 | |
| 2014 | $108,435 | |
| 2015 | $84,233 | |
| 2016 | $84,628 | |
| 2017 | $152,412 | |
| 2018 | $128,025 | |
| 2019 | $103,032 | |
| 2020 | $93,378 | |
| 2021 | $71,346 | |
| 2022 | $137,355 | |
| 2023 | $129,477 | |
| 2024 | $152,931 | |
| 2025 | $90,128 | YTD thru February |



# Tickets Issued v. Demands Analysis

Analysis of the ratio of tickets issued compared to transient demands does not include citations issued at the beaches nor does it include violations issued by the Norwalk Police Department.




**Tickets Issued (NOT including Beaches & Police issued tickets)**

| | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | TOTAL | AVG. |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| FY2023 | 2,164 | 2,033 | 1,897 | 2,104 | 2,595 | 1,986 | 2,053 | 2,903 | 2,655 | 2,342 | 2,730 | 2,713 | 17,735 | 2,217 |
| FY2024 | 2,540 | 3,146 | 2,482 | 2,534 | 2,838 | 2,266 | 2,047 | 1,984 | 1,909 | 2,307 | 2,271 | 2,230 | 19,837 | 2,480 |
| FY2025 | 3,452 | 3,058 | 2,119 | 2,504 | 2,539 | 2,250 | 2,692 | 2,451 | | | | | 21,065 | 2,633 |

**Transient Demands (NOT including Beaches)**

| | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | TOTAL | AVG. |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| FY2023 | 111,814 | 113,560 | 87,199 | 85,804 | 84,706 | 92,082 | 87,283 | 86,518 | 98,079 | 92,535 | 86,456 | 102,660 | 748,967 | 93,621 |
| FY2024 | 112,565 | 110,796 | 87,317 | 85,255 | 81,074 | 91,771 | 78,338 | 83,167 | 92,950 | 87,443 | 86,570 | 88,859 | 730,283 | 91,285 |
| FY2025 | 92,995 | 94,839 | 76,405 | 81,209 | 86,488 | 86,748 | 83,130 | 78,111 | 0 | 0 | 0 | 0 | 679,926 | 84,991 |

**Ratio (%) - Tickets v. Demands**

| | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | AVG. |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| FY2023 | 1.94% | 1.79% | 2.18% | 2.45% | 3.06% | 2.16% | 2.35% | 3.36% | 2.71% | 2.53% | 3.16% | 2.64% | 2.41% |
| FY2024 | 2.26% | 2.84% | 2.84% | 2.97% | 3.50% | 2.47% | 2.61% | 2.39% | 2.05% | 2.64% | 2.62% | 2.51% | 2.73% |
| FY2025 | 3.71% | 3.22% | 2.77% | 3.08% | 2.94% | 2.59% | 3.24% | 3.14% | | | | | 3.09% |

## Tickets Issued v. Demands Analysis (continued)

Analysis of the ratio of tickets issued compared to transient demands by street:

| 5 Years Summary (Expired meter violations only) | | | | | |
|---|---|---|---|---|---|
| Locatoin Name | Current 2024/25 | 2023/24 | 2022/23 | 2021/22 | 2020/21 |
| Ann St. | 3% | 3.9% | 2.5% | 1.6% | 2.5% |
| Berkeley St. | 7% | 11.7% | 9.1% | 1.5% | 1.8% |
| Haviland St. | 5% | 4.2% | 3.2% | 2.9% | 5.6% |
| Madison St. | 5% | 8.8% | 3.4% | 1.7% | 5.2% |
| Maple St. | 3% | 3.9% | 1.7% | 1.0% | 2.1% |
| Marshall St. | 1% | 0.9% | 1.2% | 1.7% | 2.4% |
| Merwin St | 5% | 6.2% | 4.3% | 2.1% | 4.1% |
| Monroe St. | 1% | 0.8% | 0.3% | 0.4% | 1.1% |
| N. Main St. | 4% | 3.4% | 2.3% | 1.8% | 3.2% |
| N. Water St. | 4% | 3.5% | 2.3% | 1.4% | 2.8% |
| Orchard St | 5% | 3.6% | 4.8% | 4.3% | 7.2% |
| Quincy St. | 0% | 0.0% | 0.0% | 0.0% | 0.0% |
| S. Main St. | 2% | 1.9% | 1.1% | 1.1% | 2.1% |
| W. Washington St. | 2% | 1.9% | 0.5% | 1.3% | 0.9% |
| Washington St. | 5% | 4.9% | 5.3% | 5.7% | 8.7% |
| West Ave | 2% | 2.2% | 1.9% | 1.5% | 3.7% |
| Wall St. Area | 2% | 1.8% | 3.3% | 3.9% | 10.5% |
| Webster Lot | 3% | 2.1% | 2.3% | 2.8% | 3.7% |
| Haviland Deck | 2% | 2.0% | 2.1% | 2.8% | 4.8% |
| North Water Lot | 3% | 3.0% | 2.6% | 3.5% | 4.9% |
| SNRR Lot | 4% | 4.7% | 5.0% | 6.1% | 8.9% |
| YDG | 2% | 2.4% | 2.0% | 3.2% | 5.2% |
| Wall Street Lot | 1% | 1.9% | 1.6% | 2.5% | 6.4% |
| Main Street Lot | 2% | 1.8% | 2.1% | 2.7% | 4.5% |
| Liberty Square Lot | 1% | 0.9% | 0.6% | 0.7% | 1.9% |
| **Grand Total** | 2.7% | 2.6% | **2.6%** | **2.8%** | **4.8%** |
| ** Current year data is from September - February | | | | | |

## Pay-By-Cell

- YTD through February, pay by cell activity was **up 5.6%** and revenue was **up 1.5%** compared to the same period last year.
- Compared to last month, February transactions were **down 8%** and revenue was **down 10.5%**.