

**MINUTES
TOWN OF DARIEN
PARKING AUTHORITY
SPECIAL MEETING**

May 5, 2014

A special meeting of the Parking Authority was held on Monday, May 5, 2014. In attendance were First Selectman Stevenson, Selectmen Hall, Marks, Nielsen and Tierney.

CALL TO ORDER

First Selectman Stevenson called the meeting to order at 9:28 p.m.

PUBLIC COMMENT

No public comment was offered.

NEW BUSINESS

a) Discuss and Take Action on Ratifying Parking Authority Mission Statement and Goals

Mr. Hall asked for a clarification of “encouraging new behaviors” in the public education goal. This was explained as walking further from parking locations or in the downtown parking once and walking to different locations. Mr. Hall offered that the goals should be re-ordered to express a priority or sequence of events. All members agreed to re-order the goals as suggested by Mr. Hall. The mission statement and goals for the Parking Authority were accepted.

b) Discuss Traffic Study Update

The scope of a traffic study for the Leroy West lot serving as a parking garage was discussed. The area was described as challenging and one approach to the study would be to have traffic counts and a discussion of the challenges in the area which would have to be addressed. This documentation could then be used for other discussion items. The cost for the identification of issues and traffic counts was quoted at \$3,200. Traffic counts would have to be done no later than the first week of June. The Parking Authority wanted to proceed with this level of documentation.

c) Discuss Future Items for Consideration

Mr. Tierney expressed an interest in understanding when parking lots fill up.

The Authority discussed a desire to have an understanding of those regular voucher users and their potential location on the wait list. The data gaps were identified and a voluntary identification effort was suggested as a way to get the data connecting the two types of commuter parking users.

The idea of a monthly voucher system instead of daily payments was discussed briefly.

Draft to be Approved

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The Authority also discussed the pending introduction of pay stations and the extent of the public education program to make users aware of the change, how to use the system and the end of vouchers.

Authority members agreed that the capital funding to complete a parking garage feasibility study should be repurposed for other parking study needs.

APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Mr. Hall moved, seconded by Ms. Marks, to approve the Parking Authority Special Meeting minutes of April 21, 2014. The motion passed in a 5-0- vote.

ADJOURNMENT

The Parking Authority adjourned the meeting at 9:59 p.m.

Respectfully submitted

Karl F. Kilduff

Town Administrator