

DERBY MUNICIPAL PARKING AUTHORITY

Minutes

(meeting taped)

Monthly meeting: Wednesday March 18, 2009 in the Derby Municipal Parking Garage Office.

Meeting was called to order at 6:30 p.m.

By roll call, members present: John Dorosh, Jack Moran, Delphine Krezel and Anthony Szewczyk. Joseph Moore was excused.

Also present – Parking Authority Director Leo Moscato.

Public Portion: No one was present and the public portion was closed.

Approval of minutes: Motion was made by Delphine Krezel and second by Jack Moran. Move to accept the minutes of January 14, 2009, as written. Motion carried unanimously.

Financial Statement: Members reviewed the report. It was confirmed that the outstanding ticket fines are deposited in the general account. They questioned why the January tenant parking was different from other months. This will be researched with the bookkeeper. It was noted that the January electric bill did reflect the expected credits. There was a disparity in the expense for water and it was noted that there was a charge of \$101.50 for the water company to check the meter. Members felt that the water company should not be charging this fee. Mr. Moscato will contact the water company. It was noted that the February equipment expense was for the replacement of a meter head that was damaged.

Motion was made by Jack Moran and second by Delphine Krezel. Move to accept the financial statement, as presented. Motion carried unanimously.

Motion was made by Jack Moran and second by Delphine Krezel. Move to add to the agenda the discussion of the Caroline Street lot. Motion carried unanimously. No one was present and the public portion was closed for this addition to the agenda.

Directors Report: Mr. Moscato stated that he was successful in pursuing an outstanding debt of parking fines through small claims court. The matter was settled without having to go to court and the Authority received reimbursement for the court filing fees along with the outstanding debt.

Handicap stickers have be applied to the meter heads that are associated with the handicapped parking spaces. The stickers are reflective and very visible.

Mr. Dorosh asked that a usage report be prepared for the number of vehicles utilizing the garage.

Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move to accept the director's report, as presented. Motion carried unanimously.

Caroline St. lot (added): Mr. Moscato stated that he and Alderman Ken Hughes cleaned the lot of leaves and rubbish. Walsh Fence will be repairing the fencing. Mr. Moscato will engage a landscaping firm to deal with the over brush and limbs. Mr. Szewczyk suggested that the limbs encroaching on the Valley Arts Council building down the street should also be inspected to see if that can be included in the project. Mr. Moscato stated that after the clean-up they were better able to inspect the lot. The pavement

is useable with the exception of one area that has a sinkhole. This area has been blocked off. It is estimated that the lot will support 36 spaces. Six would be figured for the residents with the remaining 30 being available for business use. The insurance of this lot would fall under the City's general policy. The lighting is in disrepair and UI will be contacted to see if they can be fixed and reactivated.

Members discussed the possible use of this lot. As it is an open lot, it was felt that the usage charge should be less than the garage monthly fee. It was decided to discuss fees at next month's meeting. Also, the management of the resident stickers would be discussed. It was noted that signage should be clearly posted that there will be no car maintenance allowed in the lot. The lot would be included in the regular patrol of the two attendants while they are on duty. Mr. Moscato indicated that he would explore the possible usage of the old camera system that had been in the garage previously. Members questioned whether the Parking Authority would be responsible for clearing the sidewalk during the winter. Mr. Moscato indicated that he would speak with Public Works about the snow removal, snow removal being a requirement as per ordinance. This matter was continued until next month.

Old Business: Nothing was presented.

New Business: Members discussed the Stimulus funding. A shovel ready project was submitted requesting \$2.9 million for renovations to the garage. The distribution of funds has not been released. Members discussed what would be needed, if this funding was not secured. It was felt that a Plan B should be in place that would at least remedy the most serious of the structural problems. It was estimated that \$200,000 to \$300,000 would be needed. Mr. Moscato was encouraged to speak with Sheila O'Malley to explore possible funding sources.

Mr. Moscato indicated that there may be a need to add meters on Minerva Street (on the City Hall side of the street only) from Main Street to the Green. Members weighed the capital costs of purchasing the meters versus the income. It was questioned whether this was needed at this time.

Executive Session: Motion was made by Anthony Szewczyk and second by Delphine Krezel. Move to enter into executive session at 7:07 p.m. for the purpose of discussion on employee wage schedule. Motion carried unanimously.

Motion was made by Anthony Szewczyk and second by Jack Moran. Move to return to regular session at 7:30 p.m. Motion carried unanimously.

Motion was made by Jack Moran and second by Anthony Szewczyk. Move that the meeting adjourn at 7:30 p.m. Motion carried unanimously.

Respectfully prepared,
Karen Kemmesies, recording secretary

"These minutes are subject to the Authority's approval at their next scheduled meeting."