

# DERBY MUNICIPAL PARKING AUTHORITY

## Minutes

(meeting taped)

Monthly meeting: Wednesday August 12, 2009 in the Derby Municipal Parking Garage Office.

Meeting was called to order at 6:35 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.

Approval of minutes: Motion was made Anthony Szewczyk and second by Jack Moran. Move to accept the minutes of June 17, 2009, July 8, 2009 and July 22, 2009, as written. Motion carried unanimously.

Public Portion: Josh Moscato from Boy Scout Troup 3 spoke of community involvement and the enjoyment of music and the concerts on the green. He noted that the Scouts have a tent during the event where they sell food as a fundraiser for their Troup. These funds are for their trips and jamboree. He encouraged everyone to come to the concerts and visit their tent.

The public portion was closed.

Financial Statement: Members reviewed the report. The engineering expense was for the consultation regarding the temporary shoring work. The high bank charge will be reviewed. Payroll appears higher in July due to the report having five pay periods. Property maintenance included work at the Caroline Street lot and for repairs to the gate control system database. The telephone amount is for two months.

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

Directors Report: Mr. Moscato reported that the monthly parking activity report (attached) showed 10,222 vehicles passing through the gates. Monthly meter collection revenue totaled \$2,337.85. Total tickets issued in July – 389.

Daily maintenance continues on the garage and the area is clean. The Caroline Street lot is also well maintained with weeds being sprayed regularly and the area being kept clean.

Mr. Moscato indicated that three ballasts will have to be changed on lighting in the garage.

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

Review of bids: The second advertisement of bid work for the shoring had two contractors responding with bids equaling \$51,900 and \$70,900. The first advertisement had bids ranging from \$69,000 to \$87,500.

Mr. Moscato continues to approach the City officials to discuss this capital need and the urgency of the work needed. Capital projects are beyond the scope of the Authority's responsibilities and financial

capabilities. Due to the perceived liabilities it may be necessary for the Authority to consider the closure of the facility.

Members noted the timeframes on the bids. They are only valid to as per the specifications and the timeframe for the actual work was noted. With the urgency of the needed work, delays are not an option.

Old Business: Members reviewed the capital work that has been done since April 2006 paid for with Parking Authority funds.

Deck Repair	\$98,000
Access Control and timing devices	\$64,334
Lighting Fixtures garage interior	\$29,800
Security cameras and alarm system	\$14,600
New roof replacement stair towers	\$5,700
Painting garage interior walls	\$7,200
Stairwell tread replacement	\$5,450
Exterior power wash	\$2,575
Interior flooring	\$1,995
Employee uniforms	\$1,898
Elevator flooring	\$450
Engineering Structural Study Oct 2008	\$15,000
<b>TOTAL</b>	<b>\$247,002</b>

New Business: It was suggested that the electric supplier should be reviewed to verify that the Authority is obtaining the best rate.

Motion was made by Anthony Szewczyk and second by Jack Moran. Move that the meeting adjourn at 7:00 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."*