

DERBY MUNICIPAL PARKING AUTHORITY

Minutes

(meeting taped)

Workshop: Thursday, January 31, 2013 in the Derby Municipal Parking Garage Office.

Workshop was called to order at 6:00 p.m.

By roll call, members present: Joseph Moore, Jack Moran, Delphine Krezel and Anthony Szewczyk. Richard Bartholomew arrived at 6:05 p.m.

Mr. Moore and Mr. Szewczyk toured the garage with Mark Adams, an associate and friend. He planned to attend this meeting to offer his observations but has been detained.

Ms. Krezel presented her research on printing and mailing an informative brochure. In working with Judy Szewczyk, they reviewed the estimated number of households who generally turn out for the vote. Taking into account those numbers, Ms. Krezel projected the need for between 1,500 and 1,600 brochures. Speaking to a local printer; to design, print, label and mail (using the printer's bulk rate permit) 1,500 two-sided 11"x 6" multi-colored cards would cost \$1375.00. Add to that the postage which can be either first class or standard rate. First class assured delivery within a day or two with the undeliverable returned to sender. Standard rate could be a bit slower but is a better value. To send out the mailers first class would be approximately \$550.00. Members discussed having extra brochures made for handout. Mr. Bartholomew noted that the Water Pollution Control Authority will be holding a public hearing to answer voter questions. He will find out whether the Parking Authority could be included.

Members were uncertain with the timeline for the referendum process or when the Board of Alderman will be setting a date. Mr. Moore will contact Corporation Counsel for guidance.

A brief recess was taken at 6:40 p.m. to try and contact Mr. Adams. Members returned at 6:45 p.m.

Members will be accumulating information for the brochure with the intent to also forward the information to the local media sources. They feel it very important to present the need for the work on the garage, the reason for seeking a bond through referendum as well as stressing that the Authority will be repaying the bond through revenue generated by the Authority from the use of the garage and the meter revenues.

Next meeting set for February 6, 2013 at 6:00 pm.

Motion made by Jack Moran and second by Richard Bartholomew. Move to adjourn the workshop at 6:50 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."