

# DERBY MUNICIPAL PARKING AUTHORITY

## **Minutes**

(meeting taped)

SPECIAL Monthly meeting: Tuesday, April 23, 2013 in the office of the Derby Parking Garage.

Meeting 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 was excused.

Also present: Parking Authority Director Leo Moscato and Corporation Counsel Joseph Coppola.

### PUBLIC PORTION:

No one was present and the public portion was closed.

### DISCUSSION – REFERENDUM QUESTION:

Corporation Counsel Coppola explained that the Bond Counsel needs the best detailed estimate that can be obtained. The reason being that if the project was approved and went forward and if the bidding process came in higher than the allocated money, then the money could not be touched and the process would have to go back to the start. Language can be written within the referendum for reasonable deviation but generally no more than 10%. He suggested that the estimate should include contingency costs. He stressed that the information must present to the voters a true number to the best of the Authority's ability.

Mr. Moore indicated that Richard Marnicki, P.E. of Marnicki Associates & Inc. suggested a detailed report that would be consistent with what the Corporation Counsel is seeking. It would cost \$35,000. Mr. Moore questioned if this cost could be reimbursed. Corporation Counsel stated that the cost could be incorporated into the overall referendum funding. Funding from the referendum would be dependant on the vote passing. If not, the Authority could approach the City. Corporation Counsel also indicated that the report should include any environmental issues such as abatement of materials, ADA requirements, building code etc., all things that can quickly escalate the cost of a project if changes have to be made after the initial design.

Members discussed the timetable for the preparation of the report and the time it would take for Bond Counsel to review and prepare documents. The report would take approximately three weeks after the contract was signed and Bond Counsel has generally been able to come back within days if sufficient information is provided to him.

Members discussed their options. The Authority does have the funds available for the report rather than approaching the City at this time. They would desire to seek reimbursement for the expenditure as discussed. It was noted that the current garage has 340 spaces. Average weekday usage is 270 spaces with 145 lease contract patrons. Members weighed whether a reduction of spaces could result in construction cost savings and a more positive response from the voters. It was unclear when the Board of Alderman would move forward with the referendum but it appeared to be very soon so time was of the essence in moving forward on the report.

Motion made by Delphine Krezel and second by Anthony Szewczyk. Move that the Parking Authority fund the report to be done by Richard Marnicki, P.E. of Marnicki Associates & Inc. with it understood that the report will be available within the timeframe promised of three week after execution of the

contract and further that the Parking Authority Chairman is authorized to sign any contracts and necessary paperwork for said report. Motion carried unanimously.

Motion was made by Delphine Krezel by and second by Jack Moran. Move that the meeting be adjourned at 6:32 p.m. Motion carried unanimously.

Respectfully prepared,

*Karen Kemmesies*

Karen Kemmesies, secretary

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