

DERBY MUNICIPAL PARKING AUTHORITY

Minutes

(meeting taped)

Monthly meeting: Wednesday October 8, 2014 in the Derby Parking Garage office.

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

By roll call, members present: Richard Bartholomew, Susan Baum, William Boland and Anthony Dulla. Cheryl Pereiras was excused.

Parking Authority Director Leo Moscato was present. Bookkeeper Angela Borrelli was excused.

ELECTION OF CHAIR: As one member was absent, the election was tabled.

Motion made by Susan Baum and second by Anthony Dulla. Move that Richard Bartholomew serve as temporary chair. Motion carried unanimously.

ADDITIONS/DELETIONS TO THE AGENDA: Motion made by Richard Bartholomew and second by Susan Baum. Move to delete the financial report due to the absence of the bookkeeper because of medical reasons and accept the agenda as amended. Motion carried unanimously.

PUBLIC PORTION: No one was present.

APPROVAL OF MINUTES:

Motion was made Susan Baum and second by Anthony Dulla. Move to place on file the minutes of August 20, 2014, as written. Motion carried unanimously.

Questions were asked regarding details in the minutes. It was noted that Martha Hinkson is still not working and her leave is not a workers compensation issue. Her duties are being covered by Rich DiCarlo. Regarding the notation of the overage of the budget, Mr. Moscato noted that the emergency repairs done were not included in the budget resulting in an overage.

FINANCIAL STATEMENT: Deleted from agenda.

DIRECTORS REPORT:

Members briefly reviewed the duties of the eight employees – the director, two employees who patrol the meters and issue violations, one custodian, and remaining staff working in shifts to cover the booth. He explained the activity report noting that businesses in the vicinity do validate the tickets for their patrons and then reimburse the Authority at the end of the month. There are hourly rates as well as prepaid leases. The Authority oversees the garage, the lower Caroline St lot and the upper Caroline St lot and the meters. The garage has 340 spaces and the two lots add approximately 100 additional spaces. The lower Caroline St lot was utilized when LifeTouch was in business and they paid a monthly rate for spaces. The upper Caroline St lot has not been greatly utilized since it was obtained from UI but it is being maintained.

Motion made by Richard Bartholomew and second by Susan Baum. Move to accept the director's report, as presented. Motion carried unanimously.

Aug/Sept 2014 report submitted (inserted).

Directors Report August, September

8/20/2014	9:36	\$2,538.75	Rich Charlie Leo
9/12/2014	9:26	\$2,469.79	Rich Charlie Leo

Activity report August – Hourly 391, Flat Rate 351, Stores validated 1019
Pre-Paid 9451 - September, 321, 353, 1010, 8787

Tickets issued month of August by Rich DiCarlo 173 and Marta 0

September - Rich DiCarlo 181 Martha 0

There were no appeals in August and 2 appeals in Sept all were approved due to yellow flag – battery low. We recently replaced batteries on all yellow flag meters.

Digiovanni had removed spalling from office ceiling.

There has been urinating and human feces in our stairwells. Our building custodian has been cleaning this regularly.

All pot holes have been repaired with a high strength concrete.

All electrical seems to be operating in working condition.

Attached are payroll sheets.

Martha is currently out of work.

Employees are doing well

OLD BUSINESS:

Members noted that the Board of Alderman have requested that monthly reports be provided from the Authority. They have requested that plans be developed in the next three months to determine the path forward for the Authority and the direction for the garage.

NEW BUSINESS:

There were preliminary discussions to determine the purpose and usefulness of the garage. The members requested that prior engineering studies and reports be made available. They suggested that possible ventures needed to be explored to increase the revenue. The cost estimates for rebuilding or demolishing the garage as well as the current financial reports are yet to be reviewed.

Motion was made by Susan Baum and second by Anthony Dulla. Move that the meeting be adjourned at 7:25 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."