

# NEW HAVEN PARKING AUTHORITY/PARK NEW HAVEN

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## MINUTES FROM THE JANUARY 19, 2021 BOARD MEETING

COMMISSIONERS PRESENT: Mr. Forrester, Mr. Orefice, Mr. Rivera, Mr. Hausladen,  
Mr. Stewart

COMMISSIONERS ABSENT: Ms. Curran

STAFF PRESENT: Mr. Parry, Mr. Seholm, Mr. Staniewicz

COUNSEL PRESENT: Attorney Rini, General Counsel for the Parking  
Authority

Attorney Merin, Deputy General Counsel for the Parking  
Authority

Commissioner Hausladen was the moderator and called the meeting to order at 5:32 PM. He turned the meeting over to Chairman Forrester to announce the agenda.

### I. PUBLIC COMMENT

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Chairman Forrester welcomed all and said he has been informed that there were no requests to speak.

### II. APPROVAL OF THE MINUTES

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Chairman Forrester asked for all to review the Minutes from the December 21, 2020 meeting. He asked if there were any exceptions or further discussion. Hearing none, he called for a vote to approve. Commissioner Stewart moved to approve and Commissioner Rivera seconded.

Chairman Forrester called for a vote:

Chairman Forrester	Approved
Commissioner Hausladen	Approved
Commissioner Orefice	Abstained
Commissioner Rivera	Approved
Commissioner Stewart	Approved

The Minutes were approved as written by staff with an abstention from Commissioner Orefice.

### III. MOTIONS

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#### MOTION A

Chairman Forrester said with this Motion the Authority is requesting approval to adopt a change in the public parking/transient rate at the George and Orange Lot effective February 1, 2021 as indicated in the Motion. He deferred to Commissioner Hausladen for further explanation.

Commissioner Hausladen said this Lot is part of the Ninth Square properties that the Authority acquired with the 270 State Street Garage. Basically it is a change from a flat \$8 rate to \$1 per hour (extended to seven hours). The \$1 per hour rate was established to provide short-term transients with a cheaper rate rather than paying the \$8 flat rate, and it also supports local businesses that have patrons coming in for a short stay. The overnight rate will remain unchanged.

**MOTION RE: MOVED THAT THE NEW HAVEN PARKING AUTHORITY HEREBY ADOPTS ADDITIONAL PUBLIC PARKING/TRANSIENT RATE AT THE GEORGE AND ORANGE LOT EFFECTIVE FEBRUARY 1, 2021 AS INDICATED IN THIS MOTION.**

The Motion was moved by Commissioner Orefice and seconded by Commissioner Stewart. Chairman Forrester called for a vote.

Chairman Forrester	Approved
Commissioner Hausladen	Approved
Commissioner Orefice	Approved
Commissioner Rivera	Approved
Commissioner Stewart	Approved

The Motion was unanimously approved as written by staff.

### IV. SENIOR STAFF REPORTS

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#### **CHIEF FINANCIAL OFFICER'S REPORT**

Mr. Seholm presented an overview of the December financials and the significant impact COVID 19 is having on revenue for the Authority. He started the discussion with YTD budget versus actual results for locations halfway through the year.

Results for the restricted facilities were \$560,000 better than budget. \$429,000 of that is related to Air Rights Garage that is doing well with revenue and good control of expenses. If you take Air Rights Garage out, the remainder of the facilities is \$200,000 short of the conservative budget. Much of the shortfall was somewhat remediated by expenses coming in \$330,000 better than budget. Discussion followed on the need to compensate revenue losses with control of expenses while continuing to provide excellent service.

On a positive note, the new agreement with Yale-New Haven Hospital for Levels 6 and 8 that was approved at the last Board meeting to be effective December 1, 2020 brought in \$75,000 for level 6 and \$67,000 for Level 8 and made a significant positive impact on the garage.

The unrestricted facilities came in \$32,000 short on revenue and \$240,000 under budget on expenses.

The operating budget was approved seven months ago. A PILOT to the City of \$2.4 million was put in the budget at the request of the City. Discussion followed on the extreme challenge this presents due to revenue shortfalls the Authority is facing in a COVID environment. The Authority is in a position to meet the \$1.5 million PILOT to the City and \$1.5 million PILOT to YNHH that is part of the Operating Agreement for Air Rights Garage.

Ticket graphs included in the report indicate that when comparing December 2020 to December 2019, transient tickets are down 83.2% at Crown, 64.5% at Temple Medical and 80.9% at Temple Street. The Authority will continue efforts to attract patrons and offset shortfalls in revenue by controlling expenses.

### **CHIEF OPERATING OFFICER'S REPORT**

Mr. Parry provided highlights of major activity in Operations.

**INCIDENT REPORT:** Mr. Parry said there have been issues with patrons exhibiting disorderly conduct, mainly at Union Station, requiring the assistance of the New Haven Police Department (described in detail in his report). Preventive measures have been taken with increased patrols, and working closely with NHPD. These actions resulted in the arrest of one recurring suspect.

Chairman Forrester asked if the attacks are happening on the weekends only. Mr. Parry said most, not all, are on the weekends at various times of the day.

**OCCUPANCY REPORT:** Air Rights Garage is doing well with occupancy; however, it is still low compared to last year. Occupancy at the other facilities in the portfolio is flat with last month and continues to trend very low. It is hoped that the \$1 transient rate that was just approved at the Orange & George Lot will generate additional transient revenue and accommodate short term parkers using retail in the area.

**NEW INITIATIVES:** A digital validation process with one consistent validation and prepayment is being reviewed. At this time, one establishment is on board. If it proves to be successful, it will be expanded to other lots.

**RESTAURANT PROGRAM:** Utilization is still very low - 2,800 for last December compared to 369 this year. This translates to dollars of \$6,780 against \$838 for this year. This has a direct bearing on Crown and Temple Garages as well.

**COVID 19 UPDATE:** Sanitization protocols are working with no complaints or concerns reported by staff.

## CHIEF ENGINEER'S REPORT

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Mr. Staniewicz provided updates on capital projects that were detailed in his report

•**Item 1: State Grant for Crown, Temple and Temple Medical Garages** - He was pleased to report the DECD has approved the bid documents submitted, and Attorney Merin provided an overview of the legal points associated with them. Mr. Staniewicz and Attorney Merin will now be able to finalize the documents and get them out to bid. Attorney Rini explained the process with state grants and discussion followed.

Commissioner Stewart said on behalf of the Board this was a big accomplishment for the entire agency and wanted to commend the team on their support of local businesses and MBEs. Chairman Forrester thanked the Board for caring about diversity and the City of New Haven.

•**Item 8: Professional Construction Program Management Services** - The documents are prepared and will be released tomorrow. He will forward a copy to Commissioner Stewart and Chairman Forrester as they requested. Proposals are due on February 10, 2020.

•**Item 19: Union Station/Interior Space Improvements Planning with CDOT** - Mr. Staniewicz said as part of the Union Station lease renewal, subcommittees were formed to address the various aspects. NHPA is leading the interior space improvements subcommittee and has been asked by CDOT to organize the numerous studies that have been done over the years. Currently we are negotiating a contract with our on-call consultants to assist with this.

**Item 20: Union Station/Fire Safety Inspection issues** - Mr. Staniewicz said he will be meeting with a representative from the Fire Marshal's office along with Attorney Merin and Mr. Zdru on January 27, 2020 to discuss the remediation of the violations/issues.

**Item 21: Union Station/Underground Passageway Emergency Floor Tile Repair** - This project involves floor tile that came undone. An MBE (Premiere) out of New Haven who has done good work for us before is being used for the job. Commissioner Stewart said he appreciates Mr. Staniewicz's efforts to do what he said he would do in regard to utilizing MBEs. Chairman Forrester agreed and said Mr. Staniewicz brought the desire of the Board to conclusion.

## EXECUTIVE DIRECTOR'S REPORT

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**MBE Utilization/Participation:** Mr. Hausladen said on behalf of the Commissioners he wanted to thank the team on the work they are doing to increase MBE utilization percentages and the use of New Haven businesses in our construction contracts.

**RFPs Submitted:** Mr. Hausladen commended Mr. Parry and Mr. Seholm on their efforts related to submitting three proposals to Winstanley for management of their garages at 100 College Street, 230 George Street, 340 George Street and the lot at 23 Crown Street for TMC properties.

COVID Vaccine: NHPA is focusing on preparations to be ready for the COVID vaccine offering.

Union Station – Subcommittees related to the New Lease Mr. Hausladen said he is a member of all the subcommittees and is working with them to complete plans that will be submitted this spring to the Board of Alders on the development of Union Station.

270 State Street Garage Dedication: Commissioner Stewart asked if a date had been determined. Mr. Hausladen said Chairman Forrester asked that this be scheduled after the COVID 19 vaccine is available to everyone.

## **V. NEW BUSINESS – NONE /VI. OLD BUSINESS – NONE**

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### **VII. EXECUTIVE SESSION**

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Commissioner Orefice moved to go into Executive Session. and Commissioner Stewart seconded. Chairman Forrester called for a vote:

Chairman Forrester	Approved
Commissioner Hausladen	Approved
Commissioner Orefice	Approved
Commissioner Rivera	Approved
Commissioner Stewart	Approved

Chairman Forrester and Commissioners Orefice, Rivera and Stewart with Attorneys Rini and Merin went into Executive Session at 6:25 PM. to discuss a personnel matter.

Chairman Forrester and Commissioners Orefice, Rivera and Stewart with Attorneys Rini and Merin came out of Executive Session at 6:47 p.m. No votes were taken.

### **VIII. ADJOURNMENT**

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Commissioner Hausladen moved to adjourn the meeting, and Commissioner Stewart seconded. Chairman Forrester called for a vote.

Chairman Forrester	Approved
Commissioner Hausladen	Approved
Commissioner Orefice	Approved
Commissioner Rivera	Approved
Commissioner Stewart	Approved

The meeting was unanimously adjourned at 6:50 PM