

**NEW HAVEN PARKING AUTHORITY/PARK NEW HAVEN
MINUTES
BOARD MEETING FEBRUARY 16, 2021**

Commissioners Present: Mr. Forrester, Mr. Orefice, Ms. Curran, Mr. Hausladen, Mr. Stewart

Commissioners Absent: Mr. Rivera

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 he called the meeting to order at 5:37 PM. He turned the meeting over to Chairman Forrester to announce the agenda.

I. PUBLIC COMMENT

Chairman Forrester welcomed everyone. He said he has been informed that there were no requests to speak from the public.

II. APPROVAL OF THE MINUTES

Chairman Forrester asked for all to review the Minutes from the January 19, 2021 Board 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 Orefice seconded. Chairman Forrester called for a vote:

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

The Minutes were approved as written by staff with an abstention from Commissioner Curran who was not present at the last meeting.

III. MOTIONS

MOTION A

Chairman Forrester said with this Motion the Authority is requesting approval to amend the New Haven Parking Authority MBE/WBE Subcontractor Utilization Program for all NHPA construction contracts, except those that are financed in whole by the City of New Haven or any other governmental entity, under which a different set of provisions may apply. He deferred to Commissioner Hausladen for further explanation.

Commissioner Hausladen said he would like to introduce the Motion this month and give the Commissioners time to review and raise questions that will be responded to prior to the next meeting where the Motion will be voted

on. The Motion, if approved, will allow a change to the current bidding structure to better match the 12 ¼ Ordinance used by the City that was recently updated in August. He asked the Commissioners to e-mail their questions to fhoude@nhparking.com and written responses will be provided to all the Commissioners.

Commissioner Hausladen moved the Motion for further discussion, and Commissioner Orefice seconded the Motion. Chairman Forrester called for a vote:

Chairman Forrester	Approved
Commissioner Curran	Approved
Commissioner Hausladen	Approved
Commissioner Orefice	Approved
Commissioner Stewart	Approved

It was unanimously agreed to discuss the Motion at this meeting, and vote on it at the March meeting. Chairman Forrester emphasized that he wants to be certain that everyone is clear on the Motion prior to a vote.

Mr. Staniewicz explained the new requirements and improvements over our existing program, and the elimination of the good faith effort. Mr. Seholm explained the financial impact that would be a valued cost that is hard to quantify.

Attorney Rini said this proposal is not a goal it is a requirement. He has had extensive conversations with Angel Fernandez-Chavero, (Acting Interim Executive Director of the Commission on Equal Opportunities) at the City who is in charge of workforce issues and is in the process of revising a manual with the City’s procedures/protocol. Mr. Fernandez-Chavero has offered to give a presentation to the Board on how their process was developed and how it is working for the City.

IV. SENIOR STAFF REPORTS

CHIEF OPERATING OFFICER’S REPORT

Mr. Parry reported on major activity in Operations. He said overall and recognizing that the Authority is operating in a COVID environment, operational demands are not being compromised. Cashier, Security and Maintenance staff are all performing their duties as expected and no shortfalls are being experienced.

SECURITY: There was an accident that occurred on the street and ended up at the entrance to the Temple Street Garage that involved a fatality. Details for this incident along with all other incidents that were reported for the facilities are included in his report.

OCCUPANCY: Low occupancy trends continue to be seen in the garages and lots. Air Rights Garage continues to be the most improved and even that facility is at half the occupancy numbers that were seen pre-COVID.

Opportunities being discussed and pursued to bring revenue into the portfolio include: (All are in the conceptual stage and will be brought back to the Board when finalized.)

-Discussions with Shubert and College Street Music Hall - either options for events or possibilities for repurposing the space.

-Discussions with “Get Around,” a company similar to Zip Car, where you can book cars, trucks or vans by the hour or day, in regard to leasing them spaces.

-Discussions are also going on with other entities for renting space to accommodate package pick up/storage.

Restaurant Validation Program – Evening occupancy at the Temple and Crown Street Garages is significantly down and that directly correlates to restaurant validations being down. Total validations were 3000 last January compared to total of 544 this January.

Commissioner Stewart said now that the Governor will be increasing capacity in restaurants, he suggested NHPA launch a campaign to promote our garages. Mr. Parry will work with Mascola on this.

COVID Update - Safety protocols are in place and all employee spaces are being maintained to prevent the spread of the virus. We have had one or two COVID-related issues but not a magnitude of concerns and no excessive callouts.

Chairman Forrester asked about employee morale. Mr. Parry said overall the attitude is positive and situations are being handled individually.

CHIEF FINANCIAL OFFICER'S REPORT

Mr. Seholm presented the financial results for the month of January 2021 and highlighted the following items for discussion.

He said we are performing well versus budget particularly at Air Rights Garage. Year-to-date it is \$612,595 better than budget; however, YTD \$271,165 worse than last year. Improvement will be seen with the new agreement that is in place for levels 4, 6 and 8.

State Street Garage is running below budget and is being staggered by monthlies and running about half the revenue we had prior to the pandemic.

For Union Station for December to date, reimbursements from the State excess COVID Funds were used to cover shortfalls versus budget. Results were \$268,000 better than budget for the month, expenses are \$467,000 below budget for the month and \$141,000 down from last year.

The Unrestricted Facilities are \$291,609 better than budget. We are struggling on revenue coming in \$143,420 under budget year-to-date. This was mitigated by control of expenses being \$435,000 better than budget. Year-on-year the unrestricted challenge was Net Operating Income being \$1,492,735 below last year.

PILOT Payment to the City: A \$1.5 million PILOT from Air Rights Garage to the City of New Haven that is required as part of the garage operating agreement will be made. This is their half of the \$3 million in excess funds where half goes to the City and half goes to the Hospital.

A voluntary PILOT of \$2,483,000 was requested by the City and was put in the Authority's budget pending a mid-year review of the Authority's financial situation. Mr. Seholm recommended that as of January 31, 2021 the Authority will not be in a position to make that PILOT payment to the City and still meet their Series 2014 monthly bond commitments and commuter operating needs. There are no resources to make the payment. Mr. Seholm will be documenting that information in a draft memo to the City for Commissioner Hausladen's review.

Chairman Forrester asked at what point we need to notify the City of this. Mr. Hausladen said he has verbally communicated this information to the City in regard to what to expect with the PILOT from Air Rights Garage and

the inability to meet their other request. The City also understood that the Authority's budget was approved with a caveat that a mid-year revision to the budget may have to be made. Attorney Rini said the earlier we notify the City the better; all agreed, and he suggested by the end of the month.

Chairman Forrester asked if a special meeting was needed to authorize the Executive Director to send the memo to the City. Attorney Rini said he did not believe a Board vote was required for this action as it is a reality situation.

CHIEF ENGINEER'S REPORT

Mr. Staniewicz reported the status of the following projects.

1. **State Grant for Crown, Temple and Temple Medical Garages** – Project 17-006 is the first of three projects that will be funded by the State Grant and bids are due March 1, 2021. We are working with the Minority Business Council and tomorrow will be holding a virtual MBE outreach event with Turner Construction that is hoped to generate support and assistance for those interested. Chairman Forrester asked that the link for tomorrow's meeting be sent to the Board for those interested.

8. **Professional Construction Program Management Services** - We went out for proposal and six proposals were received. He is currently reviewing them and will prepare a comparison.

10. **101 College Street Development** - This project is part of major development and has some impact on Air Rights Garage and Under Air Rights Garage, specifically in regard to the service roads. He is reviewing the different traffic control plans and there will be meeting with the Developer and their consultants next week to assure the impact to the garage is minimized and addressed in the best way.

11. **Temple Medical Garage/Common Elements** - The Authority is working with the new owners of Temple Medical (Temple MOB) in regard to the common elements (i.e., basement parking and upper level commercial space) that are owned by Temple MOB and NHPA's parking garage. A teleconference was held and a site visit is scheduled for this Thursday to review the common elements.

19. and 20. **Union Station Subcommittees** – There are two subcommittees with the State of CT that the Authority is involved with. They are discussing - 1) what to do with the east and west lots, and 2) how to move forward with the interior space at Union Station and plans on how best to organize it.

21. **Union Station Fire Safety Inspection Issues** - The Fire Marshal raised seven issues from an inspection that was made at Union Station. Six of the seven have been resolved. The one left is in regard to the height of the guard rail at the top of the spiral stairs on the fourth floor. This was added to the capital projects request.

Chairman Forrester asked for an update on the fall arrest system that was discussed at the last meeting and as noted in the Fire Marshal's report. Mr. Staniewicz said there was some confusion in the report. It should have noted the fire sprinkler system (not the fall arrest system) and that issue has been corrected. However, we are planning to incorporate a fall arrest system when a new roof is done.

24. **Condition Survey Reports** - Consultants are preparing cost estimates for repairs/projects for the annual condition surveys that are being worked on and are being reviewed with Mr. Seholm and Mr. Wydra.

EXECUTIVE DIRECTOR'S REPORT

Mr. Hausladen reported on some items he has been working on and a new program he wanted to present to the Board.

Desegregate CT: He said he would like the Board's support in regard to this program that relates to Legislative changes on zoning reform to broaden affordable housing opportunities and improve parking requirements. It involves recommending shared parking similar to what the Authority offers. He asked if a Board vote is required for him to join the advocacy coalition. Attorney Rini said it would be preferable to have a vote for the Board to support the mission and authorize Mr. Hausladen to participate.

Chairman Forrester asked if this would help with revenue enhancement. Mr. Hausladen said it would increase the value of parking overall and maximize existing parking by making it more valuable.

Commissioner Stewart asked what the developers think about this program. Mr. Hausladen said most are excited and signing on so they can determine their parking needs by economics instead of by what zoning requires. It would allow the developer to make more money to put into housing/office space rather than parking requirements that are imposed on them.

Bike Share: He is meeting with Yale University in regard to a business plan for the launch of a new bike share program managed by a cooperative of TDM employers.

V. NEW BUSINESS – none /VI. OLD BUSINESS - none
VII. EXECUTIVE SESSION – none
VIII. ADJOURNMENT

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

Chairman Forrester	Approved
Commissioner Curran	Approved
Commissioner Hausladen	Approved
Commissioner Orefice	Approved
Commissioner Stewart	Approved

The meeting was unanimously adjourned at 6:55 PM