

**MINUTES
NEW HAVEN PARKING AUTHORITY/PARK NEW HAVEN BOARD MEETING
JULY 19, 2021**

Commissioners Present: Mr. Forrester, Ms. Curran, Ms. Lindquist, Mr. Orefice, Mr. Stewart
Commissioner Absent: Mr. Rivera
Staff Present: Mr. Hausladen, Mr. Parry, Mr. Seholm, Mr. Staniewicz
Counsel Present: Joseph L. Rini, General Counsel for the New Haven Parking Authority
Clifford Merin, Deputy General Counsel for the New Haven Parking Authority
Guests: Mr. Breen – Reporter – New Haven Independent
Mr. Davis – Intern – Cohen & Wolf

Mr. Hausladen was the Moderator and called the meeting to order at 5:34 PM. He turned the meeting over to Chairman Forrester to announce the agenda.

I. PUBLIC COMMENT

Chairman Forrester was informed that there were no requests to speak.

II. APPROVAL OF THE MINUTES

Chairman Forrester asked for all to review the Minutes of the June 21, 2021 meeting for any exceptions. A quorum to approve was not available and the Minutes were held.

III. MOTIONS

MOTION A

Chairman Forrester said with this Motion the Authority is requesting approval to enter into the Successor Bargaining Agreement for Clerical, Administrative, Management and Supervisory Employees of the New Haven Parking Authority with CSEA Local 2001, Service Employees International Union (SEIU). He deferred to Mr. Seholm for further explanation.

Mr. Seholm said the current agreement expired June 30, 2021. Given conditions of the past year and going into 2022, the proposed agreement was developed to offer a one-year extension versus the typical three-year agreement. All terms and conditions remain the same with exceptions of an insurance increase limit, wage increase effective July 1, 2021 and amendment to the extension for the agreement to be effective July 1, 2021 to June 30, 2022. Cost of the agreement was also discussed.

Discussion followed on Commissioner Stewart's questions in regard to how the 2% wage increase compares to other bargaining units in the area, COLA increases, and was it based on NHPA gross revenue. Mr. Seholm said it is a mechanism that was used to make some adjustment based on the best information available to NHPA in March, and NHPA's expenses over the past year. The Union is considered to be in agreement with what was proposed.

MOTION RE: MOVED THAT THE CHAIRMAN, OR IN HIS ABSENCE THE VICE CHAIRMAN, BE AND HEREBY IS AUTHORIZED ON BEHALF OF THE NEW HAVEN PARKING AUTHORITY TO ENTER INTO THE SUCCESSOR BARGAINING AGREEMENT FOR CLERICAL, ADMINISTRATIVE, MANAGEMENT AND SUPERVISORY EMPLOYEES WITH THE SERVICE EMPLOYEES INTERNATIONAL UNION, CSEA, LOCAL 2001, EFFECTIVE JULY 1, 2021 THROUGH JUNE 30, 2022.

Commissioner Stewart moved the Motion, and Commissioner Orefice seconded. Chairman Forrester asked if there was any further discussion. Hearing none, he called for a vote.

Chairman Forrester	Approved
Commissioner Curran	Approved
Commissioner Lindquist	Approved
Commissioner Orefice	Approved
Commissioner Stewart	Approved

The above Motion was unanimously approved as written by staff.

MOTION B

Chairman Forrester said with this Motion the Authority is requesting approval to enter into the Successor Bargaining Agreement for Cashiers, Security and Maintenance employees of the New Haven Parking Authority with CSEA Local 2001, Service Employees International Union (SEIU). He deferred to Mr. Seholm for further explanation.

Mr. Seholm said this agreement would also be for a one-year extension to the current agreement. It also has a proposed 2% wage adjustment and insurance cap. It was complicated by the State increase in the minimum wage compared to the current starting rate for Maintenance B and Custodian positions that were adjusted to meet the State's new minimum wage.

Discussion followed on Commissioner's Stewart's question in regard to whether step increases are based on employees' performance. Mr. Seholm said they are based on tenure/time they are employed by NHPA. Commissioner Stewart then asked what is the incentive for the employee to perform at their best or what is done to document how an employee is doing. Discussion continued with options including how a high performing Maintenance B employee could apply for Maintenance A (when available) or demonstrate skills for another position. Commissioner Stewart asked if there were standards to compare an employee's performance against. Mr. Seholm said this has been proposed to the Union previously, and they have not been in favor of this.

MOTION RE: MOVED THAT THE CHAIRMAN, OR IN HIS ABSENCE THE VICE CHAIRMAN, BE AND HEREBY IS AUTHORIZED ON BEHALF OF THE NEW HAVEN PARKING AUTHORITY TO ENTER INTO THE SUCCESSOR BARGAINING AGREEMENT FOR CASHIERS, SECURITY AND MAINTENANCE EMPLOYEES WITH THE SERVICE EMPLOYEES INTERNATIONAL UNION, CSEA, LOCAL 2001, EFFECTIVE JULY 1, 2021 THROUGH JUNE 30, 2022.

Commissioner Stewart moved the Motion, and Commissioner Orefice seconded the Motion. Chairman Forrester asked for any further discussion. Hearing none, he called for a vote:

Chairman Forrester	Approved
Commissioner Curran	Approved
Commissioner Lindquist	Approved
Commissioner Orefice	Approved
Commissioner Stewart	Approved

The above Motion was unanimously approved as written by staff.

MOTION C

Chairman Forrester said with this Motion the Authority is requesting approval to authorize the Executive Director and/or his agents to finalize the negotiation of terms relating to the redevelopment of the New Haven Union Station campus. He deferred to Mr. Hausladen and Attorneys Rini and Merin for further explanation.

Mr. Hausladen said the new Lease & Funding Agreement for Union Station is in the final stages of negotiation. It is anticipated to be submitted to the Board of Alders in the next several months followed by submission to NHPA's Board. The reason for this Motion is to be able to move forward with predevelopment work in support of the new Lease & Funding document and agreement to move forward with the partnership.

Attorney Rini said the Authority is currently running the Station and the new agreement includes management of the State Street Station and Transit Oriented Development (TOD) on the East Lot. Attorney Merin provided more specific details.

Commissioner Stewart asked if the Authority will be managing the Station for the State. Attorney Rini said NHPA will manage for the City and be the Station Manager, Parking Manager, and Brokerage Manager. More information will be available at the August meeting.

Commissioner Stewart had a concern in regard to the absence of a management fee and NHPA's compensation. Positive benefits of the agreement were discussed including maintaining employees, increase in NHPA overall revenue and making NHPA a larger authority. Mr. Hausladen said NHPA is being compensated appropriately and the agreement is necessary to prolong our business.

Commissioner Lindquist asked Legal Counsel if it is appropriate for her to vote on this due to her position at the City. Attorney Rini said she can abstain; however, this is not the final agreement.

MOTION RE: TO AUTHORIZE THE EXECUTIVE DIRECTOR AND/OR HIS AGENTS TO FINALIZE THE NEGOTIATION OF TERMS RELATING TO THE REDEVELOPMENT OF NEW HAVEN UNION STATION CAMPUS. (Full Motion is attached)

Commissioner Orefice moved the Motion and Commissioner Curran seconded. Chairman Forrester asked for any further discussion, hearing none he called for a vote.

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

The Motion passed as written by Legal Counsel.

IV. SENIOR STAFF REPORTS

CHIEF OPERATING OFFICER'S REPORT

Mr. Parry presented an overview of activity in Operations for the month of June.

SECURITY: Mr. Parry said unfortunately he had to report there was a fatality (jumper) at Air Rights Garage in July.

Commissioner Orefice expressed his concern in regard to the frequency of these incidents over the last three years, and asked if there was any assistance/support available for NHPA to look into.

Mr. Parry said NHPA did host a Suicide Summit that was attended by representatives from the State, City of New Haven, Yale University, CMHC, and others at which various ideas on suicide prevention and related costs were discussed. NHPA continues to focus on this, and an assessment prepared by Consultants is being reviewed by NHPA staff that will be presented to stakeholders. Mr. Parry said that this past weekend an attempted suicide was reported that was prevented by Yale-New Haven Health Protective Services staff. Mr. Hausladen noted in regard to the last attempt, information was called in by someone in an adjacent building who noticed questionable behavior on the roof across the way, and the timing helped Yale Protective Services staff to stop the person from jumping.

Chairman Forrester said he is aware the situation is a great concern for the Authority and the substantial costs that are involved with preventive measures. He welcomed any ideas that would lead to resolution. He asked that NHPA reach out to other parking operators in the industry and look for any ideas structural or otherwise that could help.

OCCUPANCY: A substantial increase in occupancy at the facilities has not materialized as yet; however, numbers continue to increase slowly but steadily. Some improvement has been seen on the weekends, possibly resulting from events (baseball games) in New York.

The number of restaurant validations mirrors what has been trending in occupancy with slight increases each month.

MAINTENANCE: There were some issues with flooding at Under Air Rights Garage and other facilities; however, the situations were managed, and it was not necessary to close the garages.

CHIEF FINANCIAL OFFICER'S REPORT

Mr. Seholm presented an overview of Financial Results for the month of June, the end of the fiscal year.

•He called attention to page two of the CFO report that shows results in a budget to actual format. He discussed the following:

- Air Rights Garage is \$1,272,000 better than budget year-to-date and better than actual last year with positive revenue over expenses.
- State Street Garage is \$125,000 under budget year-to-date and under budget compared to last year due to monthly permits falling off.
- Union Station Transportation Center is \$360,000 under revenue that was budgeted year-to-date and also down \$2,554,469 million compared to the prior year due to the decline in rail usage.
- Unrestricted Facilities met budget within \$30,000 but down \$1,519,432 from last year.

•A good job was done in areas where costs could be controlled.

•He again wanted to emphasize the significant impact that the losses of the Sherman/Tyler and Coliseum Lots will present in net income, labor and overhead. These lots will go away the first quarter of 2022.

•He called attention to page six of the CFO report that shows some monthly permit holders are beginning to return along with transient parkers.

•Ticket charts show upward trends at Crown Street, Temple Medical and Temple Street Garages. This is important as transient income provides the revenue for capital projects.

•**Manual Payroll Check Report:** There were no manual payroll checks this month.

•**Audited Financial Statements:** Mr. Seholm said he anticipates the audited financial results to be similar to what has been reported.

Chairman Forrester said this was the most positive Financial Report since the challenges presented by COVID began.

CHIEF ENGINEER'S REPORT

Mr. Staniewicz highlighted some of the projects included in his report.

1. **State Grant Project at Crown, Temple and Temple Medical Garages – Project #17-006.** Current work activities involve Crown Street Garage concrete repairs to the inner ring of the silo and on the roof levels.
3. **270 State Street Repairs.** Work is nearing completion on concrete repairs, waterproofing and drainage system.
5. **Air Rights Garage /Concrete Repairs and Waterproofing.** Project is going smoothly. The Contractor is mainly working on roof deck repairs and patching the ceiling above the underspace.
10. **Temple Street Garage Deteriorated George Street Bridge Girder.** NHPA and the City Engineering Department are discussing maintenance responsibility for a deteriorated girder below the George Street Bridge and within the plane of the Temple Street Garage.
16. **Union Station Garage Concrete, Waterproofing.** The construction work for concrete repairs, waterproofing and trench drains is nearing completion.
18. **Union Station/East and West Lot Planning with CTDOT.** NHPA has been asked to obtain a professional services proposal from our on-call consultant team to examine the feasibility of an above-grade parking structure with transportation related services on the ground level on the West lot, and a below-grade parking structure to accommodate a building development structure on top of the East Lot. This is a critical component for the next step when developers are sought.
19. **Union Station Interior Space Improvements Planning with CTDOT.** Our Consultants are providing in an updated draft report, their recommendations on how best to utilize the interior space.

Mr. Hausladen said we are working to determine the effort it will take to expand retail at the Station and enhance access from the main concourse to the second floor.

Commissioner Stewart asked if the new criteria for minority business enterprises will be used, and if there would be certified payrolls in force. Mr. Staniewicz said the plan is to use new MBE utilization requirements and State law requires Contractors that have public works projects with a contract value over \$100,000 for renovation, remodeling, etc. to pay prevailing wages and provide certified payrolls. Commissioner Stewart asked if reports on utilization could be provided on a monthly basis. NHPA contract work at the Station will be included in NHPA's community participation reports.

Chairman Forrester asked for further explanation on the "vanilla box" space for future tenant development. Mr. Staniewicz said it is hoped when existing tenants move out to have the space prepared with basic features for when the next tenant makes its tenant improvements.

At Chairman Forrester's request, discussion followed to clarify the definition of certified payroll for those not familiar with it, and information was provided.

EXECUTIVE DIRECTOR'S REPORT

Mr. Hausladen provided updates on projects he has been working on.

Union Station Partnership – New Lease & Funding Agreement: Mr. Hausladen thanked Legal Counsel and the NHPA team for the work they contributed to keep Motion C moving forward.

Future Plans for NHPA: Mr. Hausladen will be working on future plans for the Authority that he anticipates submitting to the Commissioners in October. He will be meeting with the Commissioners individually to get their feedback/thoughts on what NHPA could do better.

Skate Park: NHPA is working with community partners to develop a better concept for the skate park to be put in place at the George Street Lot. A license agreement and communication plan is currently being worked on.

Development: He will be meeting with Spinnaker developers in regard to the Sherman/Tyler and Coliseum Lots and developers working on Route 34 West for any opportunities NHPA could pursue.

Delta Variant: Chairman Forrester asked in regard to staffing, if the new Delta variant is having an impact. Mr. Hausladen said he has met with Ms. Lytle who said the current environment is unique. An unusual number of applicants who have interviews scheduled are not showing up. It is hoped the new hourly pay rates will improve the situation. He encouraged the Commissioners if they knew of anyone looking for employment to stop by the NHPA office or go to their website and apply on line.

Mr. Parry added that the biggest challenge is with filling positions that are available for part-time, weekends and nights – 16 hours. He is taking an holistic approach when reviewing scheduling by combining shifts, etc. while keeping the financial impact in mind.

**V. NEW BUSINESS – NONE
VI. OLD BUSINESS – NONE
VII. EXECUTIVE SESSION – NONE
VIII. ADJOURNMENT**

Chairman Forrester asked if there were any other issues for discussion. Hearing none, he called for a Motion to adjourn. Commissioner Orefice moved to adjourn and Commissioner Curran seconded.

Chairman Forrester called for a vote:

Chairman Forrester	Approved
Commissioner Curran	Approved
Commissioner Lindquist	Approved
Commissioner Orefice	Approved
Commissioner Stewart	Approved

The meeting was adjourned at 7:07 PM.

MOTION C

July 19, 2021

WHEREAS, THE CITY OF NEW HAVEN AND CT DOT IS IN THE PROCESS OF NEGOTIATING THE LEASE AND FUNDING AGREEMENT FOR THE NEW HAVEN UNION STATION CAMPUS;

WHEREAS, THE CITY OF NEW HAVEN IS DESIROUS OF HAVING THE NEW HAVEN PARKING AUTHORITY UNDERTAKE THE OPERATION, MAINTENANCE, REDEVELOPMENT, AND CAPITAL IMPROVEMENTS FOR THE CITY OF HAVEN UNDER THE LEASE AND FUNDING AGREEMENT;

WHEREAS, THE NEW HAVEN PARKING AUTHORITY IS WILLING TO UNDERTAKE THESE RESPONSIBILITIES AND IS NEGOTIATING WITH THE CITY OF NEW HAVEN ON AN AGREEMENT TO ACHIEVE THE SAME, SUBJECT TO THE APPROVAL OF THE OPERATIONS COMMITTEE UNDER THE LEASE AND FUNDING AGREEMENT;

WHEREAS, THE EXECUTIVE DIRECTOR AND/OR HIS AGENTS HAVE BEEN INTIMATELY INVOLVED IN THE NEGOTIATIONS OF BOTH THE LEASE AND FUNDING AGREEMENT AND THE AGREEMENT BETWEEN THE NEW HAVEN PARKING AUTHORITY AND THE CITY OF NEW HAVEN;

WHEREAS, THE NEW HAVEN PARKING AUTHORITY IS DESIROUS OF HAVING THE EXECUTIVE DIRECTOR AND/OR HIS AGENTS UNDERTAKE SUCH APPROPRIATE AND NECESSARY ACTIONS TO FINALIZE THE TERMS OF THE AGREEMENTS FOR PRESENTATION TO THE BOARD;

NOW THEREFORE, IT IS RESOLVED AS FOLLOWS:

- 1. NEGOTIATION BY THE EXECUTIVE DIRECTOR AND/OR HIS AGENTS ON THE FINAL TERMS OF THE AGREEMENTS IS IN THE BEST INTEREST OF THE NEW HAVEN PARKING AUTHORITY AND IS HEREBY APPROVED;**

- 2. THE CHAIRMAN, OR IN HIS ABSENCE THE VICE CHAIRMAN, BE AND HEREBY IS AUTHORIZED ON BEHALF OF THE NEW HAVEN PARKING AUTHORITY TO SIGN ANY AND ALL NECESSARY AND APPROPRIATE DOCUMENTS TO EFFECTUATE THIS MOTION.**