PARKING AUTHORITY MINUTES

April 1, 2002

ATTENDANCE: Mayor Alex Knopp; Amy Jimenez; Urban Mulvehill; Troy Jellerette; Larry Bentley.

STAFF: Bill Grumman, Director of Public Works; Kathryn Hebert, Public Works; Jack Miller, Finance Director; Ed Musante, Director, Redevelopment Agency; Ed Schmidt, Mayor's Assistant.

CALL TO ORDER

The meeting was called to order at 7:45 p.m. by Mayor Knopp, who swore in the members of the Authority. He thanked everyone for agreeing to serve on the Authority.

ELECTION OF OFFICERS

**** MRS. JIMENEZ MOVED TO ELECT MR. MULVEHILL CHAIRMAN.**
**** MOTION PASSED UNANIMOUSLY.**

**** MR. BENTLEY MOVED TO ELECT MRS. JIMENEZ VICE CHAIRMAN.**
**** MOTION PASSED UNANIMOUSLY.**

ADOPT MASON'S RULES OF ORDER

Mayor Knopp said they would adopt Mason's Rules of Order.

APPROVE REGULAR MEETING DATES

Mayor Knopp recommended that the Authority meet on the 4th Wednesday of each month. Mr. Bentley said he had a conflict with that date.

Mr. Mulvehill took over as Chair of the meeting.

**** MR. MULVEHILL MOVED THAT THE AUTHORITY WOULD MEET ON THE FOURTH WEDNESDAY OF EACH MONTH AT 8 P.M.**
**** MOTION PASSED UNANIMOUSLY.**

SPECIAL PARKING AUTHORITY MEETING

**** MR. MULVEHILL MOVED TO SCHEDULE A SPECIAL MEETING ON APRIL 10TH AT 7:30 P.M.**
**** MOTION PASSED UNANIMOUSLY.**

Mr. Schmidt said they had just received a proposed disposition agreement and financials from Maritime Place and it would be a good idea to have a presentation at this special meeting, at which there will also be a presentation by bond counsel.

REPORT FROM JACK MILLER, FINANCE DIRECTOR

Mr. Miller said that the Parking Authority will be backed by revenue bonds and they will also look at how they will manage their facilities and find ways to reduce costs. They are looking to use this to finance the next garage, which they expect to be underway in the next six to eight months. They are planning to pledge all revenue of the parking system toward the repayment of debt. The City would then be required to back any operating deficiency. The new garage is not expected to be self-supporting, although the next two garages are anticipated to be. These would be at the Webster Street deck and on Washington Street.

At 7:55 p.m., Mayor Knopp left the meeting.

Mr. Schmidt said there are also private developers out there, so it is hard to predict the sequence.

Mr. Musante said there are a number of parking structures that the City is looking at. There will be significant new taxes generated by the parking garage.

Mr. Miller said they feel that, over time, they will be able to find efficiencies and make the garages self-supporting. Mr. Musante also pointed out the impact of anticipated growth at the Maritime Aquarium on the income of the garage.

Mr. Musante said there is a pre-arranged floor price for the parcel 3 land. The minimum is $3,770,000 and the Parking Authority will enjoy the revenue of that sale.

The Chairman asked if the land would be pledged to the bond holders as collateral. Mr. Miller said that the bond counsel would discuss that with the Authority.

Mr. Jellerette asked how much the parking would cost. Mr. Musante said they have not yet begun value engineering, and they expect to find savings through that process.

Mrs. Jimenez asked if there is a staging area that will be lost through construction; Mr. Musante said that was not the case. Arrangements have been made for a staging area off-site. None of the 480 spaces will be used for staging. Mrs. Jimenez asked if there would be street improvements made and Mr. Musante responded affirmatively. Mrs. Jimenez asked if this would fit into a way to get back to I-95. Mr. Musante said there is a separate project from the State for another underpass on Reed Street and Martin Luther King Drive. Mrs. Jimenez said it would be helpful to have a time frame showing all of these items coming together. Mr. Musante said he would be pleased to provide that information.

The Chairman asked when the garage would be completed and Mr. Musante said it would be mid to late 2003. Mr. Schmidt said that the short term goal would be the issuance of the bonds, which could occur this summer. This would require finalization of the service agreement and the feasibility study. There is a lot of work required for these items by the end of the fiscal year.

Mr. Jellerette asked if it would be 100% used for parking. Mr. Musante said that the private developer would have retail on the first floor with commercial space above and housing units. These would not be in the City's share. He said he believed that the units would be two-bedroom rental units. This Authority is only responsible for the parking aspect. Maritime Place LLC will be the developer of the garage and the developer/owner of the private portion.

Mr. Schmidt said that the Authority's jurisdiction excludes those uses not related to the parking facility. Mr. Bentley said they have to make sure that the public understands that they have nothing to do with the retail units.

Mr. Musante said that Maritime Place LLC would be renting spaces from the City. He will supply members with information relating to this.

Mr. Musante distributed and reviewed the agreement for professional services with Vanasse Hangen Brustlin, Inc. for the garage financial feasibility evaluation.

The Chairman asked if this parking could be used for Oyster Shell Park. Mr. Musante said this would be a major resource.

Mr. Miller said they have selected the underwriter for the project and he is looking at market viability, rates, etc.

Mr. Musante said there may be a role for the Parking Authority in issuing revenue bonds for the Norwalk Center in the future.

Mr. Jellerette asked where they are at this point. Mr. Musante said they are going to the Planning Committee of the Common Council for an allocation for the working drawings and bid documents, plus an allocation for the developer's fee. They are in the middle of architectural and design work now.

Discussion took place on various funding sources to reduce debt. Mr. Musante said there would be extensive discussions on ways to reduce costs.

Discussion also took place on environmental issues.

The Chairman referenced the service agreement between the Parking Authority and the City. Mr. Schmidt said this should be discussed at a future meeting. Mr. Grumman suggested it be discussed at the April 24th meeting, along with other contracts related to security, revenue collection, etc.

Mr. Schmidt said that the revenue kicks in on July 1st, even though the Parking Authority already exists. In addition, all the revenue that comes in is net revenue.

Mrs. Jimenez asked how the City would pick up the shortfall later. Mrs. Hebert said it would be through a special appropriation. Mr. Grumman said they would provide Authority members with copies of the rate structure.

Mrs. Jimenez said they need to better understand the income stream.

The Chairman said he saw no provision for insurance or indemnity for Authority members in the event of a lawsuit. Mrs. Hebert suggested that they ask the City's Risk Manager to attend a meeting to answer questions. The Chairman said he would be satisfied to see how that is incorporated into the agreements.

Mrs. Hebert suggested that the April 24th regular meeting be spent on reviewing current contracts, the new service agreement and anything else related to operations. Mr. Schmidt said that the feasibility study is due on or around the same time.

**** MR. MULVEHILL MOVED TO ADJOURN.**
**** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Cheryl Telesco
Telesco Secretarial Services