

PARKING AUTHORITY MINUTES

January 22, 2003

ATTENDANCE: Urban Mulvehill, Chairman; Troy Jellerette,
Stephen Bentkover

STAFF: Kathryn Hebert, Martin Overton, DPW;

OTHERS: Robert Cavello, AIA, Westview Group, LLC

CALL TO ORDER

Mr. Mulvehill called the meeting to order at 7:40 p.m.

APPROVE MINUTES OF DECEMBER 18, 2002

Mr. Mulvehill stated, for the record, that there was a great deal of information described in the meeting about how the financing was secured was to be recorded in the minutes of December 18, 2002, and it was not.

Page 4 paragraph 2, the letters GO should read "General Obligation" for clarity
Page 4 paragraph 4, 3rd line should begin "ground parking 'lot'.."
Page 4 paragraph 5, 3rd line should end with "..to run the." delete 'land down the'

**** MR. BENTKOVER MOVED APPROVAL WITH CORRECTIONS.**

**** MOTION PASSED UNANIMOUSLY.**

Item 3

Authorize The Parking Authority To Recommend The Proposed Operating Budget For FY 2003-2004

**** BENTKOVER MOVED TO TABLE AUTHORIZE THE PARKING
AUTHORITY TO RECOMMEND THE PROPOSED OPERATING BUDGET
FOR FY 2003-2004**

**** MPU**

Mr. Mulvehill said that all the finance documents have been signed and the bond has been secured as January 31, 2002.

Item 4.

Authorize Mr. Mulvehill of the Parking Authority, Urban S. Mulvehill, to execute

an Amendment to the Agreement with Desman Associates for the Architectural Design and production of Contract Documents in connection with the fit out of the Maritime Aquarium Ticketing Area, for a sum not exceed \$25,200. Account No. 09 01 09 10 5777 C0205

Mr. Bentkover asked why there are levels of subcontracting on this project. Also whether the amount has been in the budget from the start. Mr. Overton answered the question by stating that when the design was first started, the Maritime Aquarium leadership had just finished design their environmental center and their main door. Originally, the parking garage was on Parcel 6. When it moved to Parcel 5 and the Lock building was preserved, the original garage plan was abandoned. Mr. Overton, the civil engineer met with the Maritime Center to revise the logistics to have the entryway adjacent to new parking garage. The City told the Center that they must design where the ticketing booth must go. It was to be at the entryway of the Aquarium or in the garage itself. The City would not build the ticketing area, but would provide a footprint for the garage to be built by the Maritime Center. The Mayor directed that the City find the funds to do the work at a cost of approximately \$20,000. The desire was to have only one architect designing all of the inside space of the building. Therefore, Desman Associates hired Beinfield Wagner to do the work. The Aquarium has committed to provide the FF&E and fittings.

In summary, the amount is being loaned to Maritime Aquarium to build the ticketing facility.

Mr. Bentkover questioned the type of automation that is planned and whether it is budgeted for to design the prepaid parking unit in the garage. A discussion ensued and it was determined that within the GMP there is a budget item for an individual, but not for an automated unit. Mr. Cavello said there will be an add alternate for an automated unit and its cost. There will be some information forthcoming at the next meeting.

**** Mr. Bentkover moved to Authorize Mr. Mulvehill of the Parking Authority, Urban S. Mulvehill, to execute an Amendment to the Agreement with Desman Associates for the Architectural Design and production of Contract Documents in connection with the fit out of the Maritime Aquarium Ticketing Area, for a sum not exceed \$25,200. Account No. 09 01 09 10 5777 C0205**

**** MOTION PASSED UNANIMOUSLY.**

Item 5

DISCUSSION - STATUS OF MARITIME GARAGE CONSTRUCTION PROJECT

Mr. Cavello said there has been little work on the site since December. Contractors are submitting their information for precasting. As of January 27th, the City will be able to go on the Metro North property. Klewin will commence with excavating for footings. The project is still on schedule. A new construction schedule will be issued by Klewin on January 18th. All of the bids arrived on January 9th for plumbing, sprinkler, electrical

and masonry items. They are being reviewed by Klewin. Mr. Overton said 22 bid packages were bid out. Some of the bids were comfortably below the GMP budget number. Savings that occur in contingency will go back to the City. Windows, glass and glazing and Parking Revenue Control systems bids are pending completion of documents and specifications.

Mr. Overton stated that the Council granted easement for the billboard to the DOT on January 14, 2003.

Mr. Overton stated that there would be an increase in the GMP, but no change in the contingency.

The summary of The Maritime Garage: Public Project Balance Sheet as of 1/1/03 was reviewed. Mr. Mulvehill stated that many items were in place prior to the setup of this Authority. Mr. Overton reviewed the sources of funding on the budget. The interest noted at \$147,775 is on bond money not yet used which is banked and growing interest. Uncommitted funds as of this date are \$94,579.

Item 6

Authorize the Parking Authority to recommend to the Zoning Commission to request \$55,520 for emergency services through the "fee in lieu of parking" account to repair the electrical lighting and conduits at the Yankee Doodle Garage. Account No. 03 0000 2604

Mr. Mulvehill stated that the fee in lieu of parking was developed by the Board of Appeals in previous years. The fee is \$15,000 per parking space when the establishment does not have parking.

Ms. Hebert stated that there was an emergency electrical light repair that needed to take place at the Yankee Doodle Garage. The bid to correct all the lighting and access the other floors in the garage is estimated at \$55,520. The Zoning Commission is the agent to grant the money to process this request. This is a capital repair. The balance of the work will be bid out after approval is obtained. The work that has been performed has gone through the system. A formal letter will be written by Ms. Hebert to be presented to the Zoning Commission on January 23, 2003.

**** MR. JELLERETTE MOVED TO AUTHORIZE THE PARKING AUTHORITY TO RECOMMEND TO THE ZONING COMMISSION TO RELEASE \$55,520 FOR EMERGENCY ELECTRICAL REPAIR SERVICES THROUGH THE "FEE IN LIEU OF PARKING" ACCOUNT TO REPAIR THE ELECTRICAL LIGHTING AND CONDUITS AT THE YANKEE DOODLE GARAGE. ACCOUNT NO. 03 0000 2604
** MOTION PASSED UNANIMOUSLY.**

Item 7

Authorize the Parking Authority to recommend the proposed Capital Budget for FY 2003-04

Mr. Overton explained the capital proposals for the existing parking lots and garages. The Webster Street and Washington Street projects are slated for 2004-05. The caveat on Washington Street is that there would be a partnership with private property for a public parking area. In 2003-04 a feasibility study is required for Webster Street which is City property estimated at a cost of \$635,000. This might be a one or two tiered parking area. This study will give the City full contract documents. Mr. Mulvehill stated putting this item in the capital budget gets the ball rolling. There is a planning design, both physical and esthetic, process to take place to develop this lot.

There is no request for the Washington Street lot for 2003-04. The same exercise would take place in 2004-05 that is planned for Webster Street in conducting a feasibility study.

Ms. Hebert stated that the Yankee Doodle repairs are in the capital budget as there are structural repairs needed at the location. Mr. Bentkover stated that the garage is generating revenue from the car dealerships and ticketing. There has been no improvement during its 30 years of its existence. Mr. Bentkover commented that if a charge is levied for parking in that garage, it would hurt the vendors who have businesses on the street.

Mr. Mulvehill suggested possibly offering the State of CT space for the courthouse on Belden Avenue. Mr. Bentkover stated that the garage is usually full during the day and he parks on the second floor daily.

Mr. Mulvehill asked if an item is funded out of lieu in parking would it not be funded out of the capital budget. Ms. Hebert commented that the item would be paid out of only one account.

**** MR. BENTKOVER MOVED TO APPROVE THE CAPITAL BUDGET AS PROPOSED.**

**** MOTION PASSED UNANIMOUSLY.**

Item 8

Discussion - Parking Facility Status Reports - Parking Authority Members

There was no report

Ms. Hebert stated that the garbage issue at Haviland was addressed with locked lids. The residents have begun to put the garbage around the units. Ms. Hebert submitted pictures. The problem still exists. The residents use the units, but there are private dumpsters for them to use.

The City is no longer involved in the film festival planned for South Norwalk, Washington Street area.

**** MR. BENTKOVER MOVED ADJOURN.**

**** MOTION PASSED UNANIMOUSLY.**

Mr. Mulvehill closed the meeting at 9:15 p.m.

Respectfully submitted,

Alvina L. Richardson Decker
Telesco Secretarial Services

