Commissioners Present: Mr. Forrester, Mr. Orefice, Ms. Curran, Mr. Stewart, Mr. Aysola
Commissioners Absent: Mr. Rivera
Staff Present: Mr. Hausladen, Mr. Parry, Mr. Seholm, Mr. Staniewicz
Counsel Present: Attorney Rini, General Counsel for the New Haven Parking Authority
ATTORNEY MERIN, DEPUTY GENERAL COUNSEL FOR THE NEW HAVEN PARKING AUTHORITY

Chairman Forrester called the meeting to order at 5:33 PM.

I. PUBLIC COMMENT

Chairman Forrester reported 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 February 28 meeting for any exceptions or further discussion. Hearing none, he asked for a Motion to approve. Commissioner Orefice moved to approve the Minutes and Commissioner Stewart seconded the Motion. A vote was taken:

| Commissioner       |  |  |
|--------------------|  |  |
| Commissioner Curran| Approved |  |
| Commissioner Orefice| Approved |  |
| Commissioner Stewart| Approved |  |
| Chairman Forrester  | Approved |  |

III. MOTIONS

MOTION A

Chairman Forrester said the Authority is requesting approval to enter into an agreement with Frontier Communications for fiber optic internet. He deferred to Mr. Seholm for further explanation.

Mr. Seholm provided information on how the decision was made to switch from Comcast to Frontier. He said Frontier entered into a contract with the State of Connecticut, and NHPA is able to get the same terms and conditions. Frontier guaranteed a price of $2,690 per month for a sixty-month term with four times faster service and double at the office, versus $3,126 with Comcast for a slower speed. The agreement will be under the State contract; however, is not contingent upon the State. June has been targeted for a start date and after one year we have the option to terminate or continue.

Mr. Hausladen said we will be getting more service for a lower cost and additionally be prepared to set up cameras in the garages.
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 AN AGREEMENT WITH FRONTIER COMMUNICATIONS FOR FIBER OPTIC INTERNET.

Commissioner Stewart moved to approve and Commissioner Curran seconded the Motion. A vote was taken.

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

MOTION B

Chairman Forrester said the Authority is requesting to enter into a Professional Services Agreement and related leases for use of commercial space with Dropbike Corp. d/b/a Drop Mobility for bike share system development, implementation, and operations and maintenance. He deferred to Mr. Staniewicz for further explanation.

Mr. Staniewicz said Dropbike was chosen from the RFP that was issued. They will be using two small commercial spaces we have. One will be at 270 State Street (the old car rental), and one small space at Temple Street Garage (new enclosure on George Street near Elevator C) to park e-bikes which is secure and enclosed.

The following points were discussed.

• Initially the agreement will be for a term of five years plus two renewal terms with both parties’ consent.

• NHPA is taking 100 existing conventional bikes and converting them to the new system. Also, 100 electric bikes will be purchased.

• The start date could be as soon as July of this year. The electric bikes will be delivered in May and conversion kits in July. Mr. Seholm said he will budget for capital dollars to buy the full number of electric bikes requested.

• Mr. Hausladen said NHPA will work with the City of New Haven to relaunch the system.

• There will be three revenue sources: 1) user fees, 2) sponsorships, and 3) direct leasing or marketing for those to pay for the bike system on their property.

• The Chairman and Commissioners had questions, including: who will be doing the marketing, hours of operation, range of where the bikes could be taken, security and liability, projection of revenue, rates to be determined, and ways to partner with the City.

• Commissioner Aysola said the City will also be launching a bike share and is looking to include scooters. Chairman Forrester asked what is the City charging. Commissioner Aysola said the cost of daily use.

• Mr. Hausladen said he will be meeting with Yale University tomorrow in regard to coordination and will have more information after that. Once the system is up and running, he will have DropBike come to a Board meeting and make a presentation with Q & A, possibly at the May or June meeting.

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 A
PROFESSIONAL SERVICES AGREEMENT AND RELATED LEASES FOR USE OF THE COMMERCIAL SPACE WITH DROPBIKE, CORP. D/B/A DROP MOBILITY FOR BIKE SHARE SYSTEM DEVELOPMENT, IMPLEMENTATION, OPERATION AND MAINTENANCE, NHPA PROJECT #23-065, FOR AN INITIAL TERM EXPIRING ON JUNE 30, 2028, WITH TWO SUBSEQUENT 5-YEAR RENEWAL OPTIONS UPON MUTUAL CONSENT, AND IN AN AMOUNT NOT TO EXCEED $783,500.00 FOR THE FIRST YEAR OF OPERATION, WITH FEES FOR SUBSEQUENT YEARS TO BE NEGOTIATED AND AUTHORIZED VIA AMENDMENT.

Commissioner Aysola moved to approve and Commissioner Orefice seconded the Motion. A vote was taken.

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

IV. SENIOR STAFF REPORTS

CHIEF OPERATING OFFICER

Mr. Parry reported on activity in Operations.

• Security

Mr. Parry said an increase in the number of incidents has been seen for February. For Union Station Building and Garage there was a total of 82 incidents with medical and disorderly conduct trending as the most populated categories. Temple Street Garage had eight incidents of vandalism. Although significant, there were no bodily injuries reported. To address these issues in the short term, security coverage has been doubled, and keycards have been issued to NHPD so they are able to access the facilities freely unannounced. Long-term plans are being considered to install cameras within the structures.

Chairman Forrester asked for results from the St. Patrick’s Day Parade. Mr. Parry said it was not as busy as it has been in past years; neither Crown or Temple were full.

• Occupancy

Mr. Parry presented the following points for discussion:

- Overall there were no significant changes in average occupancy from last year.

- We have started to add monthlies again to Temple Medical as NHPA’s commitment to hold spaces for the 101 College Street parkers that will be parking there has been delayed.

- The restaurant program for the month of February showed the best results it has all year with 2,467 tickets with a dollar value of $5,000.

There was some discussion on Commissioner Stewart’s question about the valet parking at YNHH facilities, and if the cars are staged at NHPA facilities.

• Maintenance: Mr. Parry said with spring time is approaching and maintenance staff will be power sweeping and washing the garages.
**CHIEF FINANCIAL OFFICER**

**Human Resources:** Mr. Seholm reported on Human Resource issues and the financial results for the month of February and year-to-date.

- The lawsuit in regard to an incident on the platforms is being defended.

- Mr. Cable has contracted with two retired NHPD lieutenants to present de-escalation training to all employees. Chairman Forrester asked what was the biggest takeaway from the sessions. Mr. Seholm said most were pleased to have an opportunity to walk through real examples with the trainer to learn techniques that could be used to manage the situations.

- Recruitment on the open positions continues.

**Financials**

Mr. Seholm said we are entering the home stretch for the fiscal year, and he is mid-way through the FY 2025 budget process, which he plans to discuss at next month’s meeting.

He reported on results for Air Rights Garage, State Street Garage (Restricted Facilities) and the Unrestricted locations and said all have revenue that is higher than budgeted. He reviewed the larger variances including contracted snow removal and the impact of open positions.

We are basically on budget at the management locations. Taking out the $500,000 for the management locations, we are still doing $1 million better than budget for the unrestricted facilities.

He reviewed the permits by Garage. Union Station is close to peak with Temple, Crown and Granite being lower. At Temple Medical Garage permits were being held for the parkers at 101 College Street that were delayed.

For transient tickets there was a rebound at State, Temple, Temple Medical and Crown possibly due to those attending performances at Shubert, College Street Music Hall and the restaurants.

No manual checks were needed for February.

**FY 2025 Budget:** Mr. Seholm said he is targeting to distribute the budget six weekdays before the next Board meeting to give the Commissioners time to review.

**CHIEF ENGINEER**

Mr. Staniewicz highlighted some of the major active construction projects that were detailed in his report.

1. **State Grant for Crown, Temple and Temple Medical Garages:** Concrete and waterproofing projects are shut down until mid-April.

The decorative lighting project at Temple Street Garage is in progress and the garage was test-lit two times once in January with yellow lighting in support of the Holocaust remembrance and the other in green for St. Patrick’s Day. The lighting on the street level is still in process of being installed. Mr. Staniewicz said it is hoped the lights will draw attention to the commercial tenants.

19. **Dog Park – Silo Area:** This project is progressing; however, soil testing for drainage and any contaminants needs to be done along with checking for utilities in ground and easements.
25. **Capital Funding Agreement**: He said the vast majority of his time is focused on Union Station projects, and the largest project is negotiating the capital funding agreement.

26. **Wayfinding Signage**: The consultant presented the draft signage to the Facilities Renovation Committee.

27. & 28. **State of Good Repair Projects for USTC**: Approval from SHPO has been received, and the field work has been done for the hazardous material management assessment.

29. **Union Station Real Estate Advisor Services**: Two proposals were received for the real estate and property management support services. Mr. Staniewicz will review them and set up interviews with both.

36. **Union Station/Capital Projects Manager**: The City and State have asked for a dedicated Project Manager. A detailed scope of work was developed, and NHPA created a comprehensive professional services agreement that is on the OC agenda to be discussed tomorrow.

41. **Walkway at 270 State Street**: Good headway has been made with an agreement with Beacon.

44. **Annual Condition Surveys**: Mr. Staniewicz is reviewing the draft reports which contain important information to be used in developing the capital budget.

**EXECUTIVE DIRECTOR**

Mr. Hausladen wanted to highlight just a few of the projects he is working on in conjunction with his team.

- He said most of his time is devoted to issues regarding Union Station Transportation Center, including negotiations on the capital agreement, review of responses to the Real Estate Support Services RFP, Union Station Security issues and Budgets for the Operations Committee and the Authority. He thanked the legal team for their support.

- East Lot Redevelopment: The RFQ is scheduled for release around April 3. The RFQ consultant team had a stakeholder meeting on March 21 for any input to the RFQ before it was released. NHPA gave a campus tour with their partners and a meeting was held with regional and statewide economic development professionals to gather input and support on the developing RFQ. CDOT is putting it out for bid.

- NHPA is presenting the USTC Zoning on April 2 to the board of Alders Legislative Committee and providing answers to the questions they had. *(Commissioner Aysola left the meeting)*

V. **NEW BUSINESS - none**

VI. **OLD BUSINESS - none**

VII. **EXECUTIVE SESSION - none**

VIII. **ADJOURNMENT**

Chairman Forrester asked if there were any other items to discuss. Hearing none he called for a Motion to adjourn. Commissioner Orefice moved to adjourn, and Commissioner Stewart seconded the Motion. A vote was taken.

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The meeting was adjourned at 7:15 PM