



Approved Minutes
Tuesday, April 29th, 2014 – 8:00 A.M.
Special Meeting of the Hartford Parking Authority Board
155 Morgan Street, Hartford, CT 06103

Commissioners Present:

Paddi LeShane, Chair
Rex Fowler, Treasurer
Bill Breetz, Commissioner

Commissioners Present via Conference Call:

Kenneth Lerman, Vice Chair
Mathew Jasinski, Commissioner

Also Present for HPA:

Eric M. Boone, CEO/Executive Director
Gina Varano, Assistant Corporation Counsel, City of Hartford
Terry Leonowicz, Director of Revenue Control/Marketing Promotions

1. **Call to Order** – Ms. LeShane called the April 29th, 2014 Special Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 8:07 A.M.
2. **Roll Call of Commissioners** – Ms. Leonowicz conducted roll call and announced there was a quorum.
 - Mr. Lerman joined the meeting via conference call at 8:10 A.M.
3. **Chair’s Comments** – Ms. LeShane stated that the purpose of the special meeting is to discuss the budget status and to address the Mayor’s budget initiative relating to the sale of the Authority’s assets to the City’s Pension Fund Commission. The agenda allows for discussion and action if needed, following Executive Session.

Ms. LeShane reported that she received a courtesy phone call from the Mayor and several of his advisors from Corporation Counsel, Management and Budget (OMB), Chief of Staff and Chief Operating Officer (COO), the morning of the day the Mayor announced his proposed budget which would include the proposed sale of the Authority’s assets to the City’s Pension Fund Commission. The Mayor stated that the proposed sale was intended to close a budget deficit for FY 14-15 and that the details of the sale process were as yet undetermined, pending discussions with City Council and the Treasurer’s Office.

Ms. LeShane notified the Commissioners and the CEO about the proposed sale after 12:00 noon (at the Mayor’s request). Mr. Breetz and Ms. LeShane were present at City Hall when the announcement was made at 2:30 P.M. Following the press conference, the Chair of the Authority asked Mr. Boone to have fact-finding discussions with the involved parties to get a better understanding of the circumstances relating to the proposed sale and details of the proposal and report back to the Commissioners but

take no other action related to this initiative until a Special Meeting of the Board could be scheduled.

Ms. LeShane said that after the Mayor's proposed FY 14-15 budget report was distributed, Mr. Boone noticed that it did not include operating expenses or revenue for the Authority. Ms. LeShane called Juan Figueroa, the Mayor's Chief of Staff, on behalf of the Commissioners, to express their significant concerns. Mr. Figueroa stated that an internal meeting of the Mayor's Cabinet was scheduled to discuss details of the proposed budget and that there was no intention to dismantle the Authority. Mr. Figueroa was to follow up with Ms. LeShane after this meeting was held. It was also agreed that HPA would be involved in ongoing discussions with the Mayor and his Cabinet as to the viability, circumstances and details related to any transaction to sell the parking assets and its impact on the HPA, its operations and contractual relationships. Ms. LeShane said that she would attend the meeting with Mr. Breetz and Mr. Boone.

4. **Update Regarding The Mayor's FY 14-15 Budget and Associated**

Recommendations – Mr. Boone summarized his discussion with the City's new COO stating that his previous background as City Manager in Norfolk, VA gave him a general understanding of parking operations. Mr. Boone also met with Jose Sanchez, Director of OMB, who stated that the City's goal was to have HPA's revenue go to the Pension Fund.

Mr. Boone said that the City is facing a \$14 million budget gap and believed that the plan was still in its infancy before the announcement. Although alternative options were presented to the City Treasurer, the Treasurer's interest in buying HPA assets remains strong.

Mr. Boone outlined several state statutes, charter provisions and city ordinances that may impact the proposed sale. He specifically outlined Connecticut's State Statute - Chapter 588x, Section 32-606(c) & (e) which says that the Capital Region Development Authority (CRDA) would not recommend funding for projects in the Capital Region unless the City creates and transfers in a legally binding way, the rights and responsibilities for all municipally owned and operated parking garages, lots and on-street parking. Mr. Boone confirmed that Section 10-6 of the City Ordinance supports the State Statute.

Further discussion was heard regarding the state and city provisions impacting the City's ability to sell HPA assets to the Pension Commission and whether it would be prudent to seek outside counsel on this matter. Ms. Varano noted that Corporation Counsel has not yet rendered an opinion on the proposed sale.

Mr. Boone presented documents to the Commissioners which were distributed by the Mayor at the City Council meeting. Mr. Boone and Ms. Varano stated that the documents raised the question whether sufficient funds were included for HPA operations in the City's FY 14-15 budget. Ms. Varano also stated that Corporation Counsel acknowledged that a line item should be included for continued HPA operations and that the budget put before the City Council did not allow for it. Subsequently, the Mayor introduced a new agenda item at the Council meeting on April 28th to address that deficiency to allow for the continued operations of the HPA

after July 1st and until such time as the details of the sale and management of HPA assets could be addressed.

Ms. Varano said that she would notify Mr. Boone and the Commissioners as soon as she received notice from the Town Clerk regarding any action taken at last night's Council meeting.

5. **Discussion Regarding City's Request to Eliminate HPA Moving Expenses from Approved FY 14-15 Budget**

– Mr. Boone reviewed the recent action taken by the Board to approve HPA's full budget subject to confirmation that the City would allow HPA to allocate a portion of its FY 13-14 surplus towards moving the HPA offices. Mr. Boone explained that because Munis does not allow for a "placeholder" option, the \$124,500 expense was included as a line item in the FY14-15 budget rather than the FY13-14. Although the recommendation from OMB was to remove the moving expense from either budget, Mr. Boone confirmed that the expense was included as a line item in the Mayor's FY14-15 budget as put before City Council.

Ms. LeShane said that Mr. Boone's report to the Board regarding the Mayor's budget change related to the moving expenses was sufficient and no further board action was necessary. Ms. Varano confirmed that no Board action was necessary.

6. **Public Comment**

There was no public comment.

7. **Executive Session**

Ms. LeShane called for a motion to enter into Executive Session to discuss retention of outside counsel, and potential impact on personnel and contracts. A motion was made to enter Executive Session at 8:37 A.M. by Mr. Breetz, seconded by Mr. Fowler, passing unanimously (ayes – Breetz, Lerman, LeShane, Fowler, Jasinski)

- Mr. Boone and Ms. Varano were present for the Executive Session
- Ms. Varano exited the meeting at 9:16 A.M.
- Mr. Lerman exited the conference call at 9:10 A.M. and re-entered at 9:12 A.M.

8. **Return to Special Meeting Agenda**

Ms. LeShane called for a motion and a motion was made by Mr. Lerman to exit Executive Session and reconvene the Special Meeting at 9:20 A.M., seconded by Mr. Breetz, passing unanimously. (ayes - Ms. LeShane, Mr. Breetz, Mr. Fowler, Mr. Jasinski, Mr. Lerman)

9. **Action Taken Following Executive Session**

Ms. LeShane called for a motion and a motion was made by Mr. Breetz, seconded by Mr. Lerman passing unanimously to -

VOTED: Direct the CEO to retain outside counsel for the evaluation of the Authority's rights, role and responsibilities and any potential liability arising out of the proposed sale of the parking facilities. This advice would be in addition to any

advice that may be rendered by Corporation Counsel. (ayes – LeShane, Breetz, Fowler, Jasinski, Lerman)

- Mr. Lerman exited the meeting (conference call) at 9:23 A.M.

ADJOURNMENT

Ms. LeShane called for a motion and a motion was made by Mr. Fowler to adjourn, seconded by Mr. Breetz, passing unanimously that the April 29th, 2014 Special Board Meeting adjourned at 9:30 A.M. (ayes – Breetz, LeShane, Jasinski, Fowler)

Respectfully submitted,

Terry Leonowicz

Terry Leonowicz
Secretary to the Board