



Approved Minutes
Tuesday, September 22, 2020 - 5:00 p.m.
Regular Meeting of the Board - Hartford Parking Authority
11 Asylum Street, Hartford, CT 06103

Commissioners Present

Adam Bercowetz, Commissioner

Christian Sager, Chair

Cal Torres, Commissioner

Also Present for HPA:

Armando Gomes, CEO

John Michalik, Interim Finance Director

Kenya Smith, Associate Director/Director of MAT Garage Operations

Ted Sheiber, Associate Director of On Street Operations

Geoffrey Edwards, GM Reef Parking

James Del Visco, Corporate Counsel

Guests: None

1. **Call to Order** – Mr. Sager called the September 22, 2020 Special Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:04 p.m.
2. **Roll Call of Commissioners** – The Secretary, Mr. Sheiber, conducted roll call and announced that a quorum was present.
3. **Commissioner’s Comments** – Mr. Sager welcomed all participants and thanked everyone for their participation in this virtual meeting of the Hartford Parking Authority.
4. **PUBLIC COMMENT** – No Public Present.

NOTICE: HPA WILL PROMPTLY PROVIDE A COMPLETE COPY OF ANY REPORT OR OTHER DOCUMENT IDENTIFIED IN THESE MINUTES TO ANY PERSON WHO WISHES TO REVIEW THE FULL TEXT OF THE DOCUMENTATION.

5. Approval to the Minutes of the Special Meeting on August 25, 2020 – Approval to the Minutes of the Special Meeting August 25, 2020 - Mr. Sager polled Commissioners for corrections to the minutes. Mr. Del Visco (Corporate Counsel) informed the Board that in the section of the meeting minutes that refers to the Executive Session the statute and the names of those who attended the Executive Session would need to be added to this section. There was a brief discussion on the meeting minutes, then a move to approve the minutes with the statute and attendees' names being added to the Executive Session section of the meeting minutes.

VOTED: Approval of August 25, 2020 Special meeting minutes.
(Ayes –Bercowetz, Sager, Torres)

REPORTS AND ACTION ITEMS

- 1. Personnel Committee** – Mr. Torres - None
- 2. Finance Committee** - Mr. Bercowetz

Mr. Bercowetz gave an update stating MAT garage and citation revenues are trending up. Mr. Gomes updated the Board on some modifications made between VATS and the CT DMV that are helping in cleaning up old outstanding citations. Mr. Michalik gave his overview of the projected cash flow for September through December. There was no monthly finance report due to the virus that shut the City of Hartford's IT systems down for over a week.

(No Finance Monthly Report)

VOTED: No vote was taken

- 3. Property Management Committee**- Mr. Sager

Mr. Sager gave an overview of the Property Management Report. Reviewing the Reef Parking update and comparing the numbers from June, July and August noted that August had done surprisingly well. Mr. Edwards reported that they have added additional staff to support ticketing in the neighborhoods and brought back the second shift from 3:30-11:00pm. Surface lots - no changes currently. On street operations – The Woonerf/Passport App now includes the ability to pay a citation. HPA continues to assist with COVID-19 Mobile Testing. HPA is working with the City of Hartford to assist restaurants looking for opportunities with on street parklets for outdoor dining. HPA will be reviewing all bike lanes for correct signage. The MAT garage activity remains steady with no measurable uptick in business.



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4. **Bylaws and Revisions Committee** – None

5. **Marketing Committee**-None

6. **CEO Update**- Mr. Gomes - None

ADJOURNMENT- Mr. Sager polled Commissioners for further comments/questions, and hearing none, called for a motion, a motion was made by Mr. Sager, seconded by Mr. Bercowetz, passing unanimously to adjourn the meeting.

VOTED: Adjourn the September 22, 2020 Regular Board Meeting at 5:37 P.M.
(Ayes – Bercowetz, Sager, Torres)

Respectfully submitted,

Ted Sheiber

Mr. Ted Sheiber
Secretary to the Board