



Approved Minutes
Tuesday, October 27, 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:

Armindo Gomes, CEO

John Michalik, Interim Finance Director

Ted Sheiber, 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 October 27, 2020 Regular Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:12 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 Board 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 for the Regular Board Meeting on September 22, 2020

Mr. Sager polled Commissioners for corrections to the minutes. There was a brief discussion on the meeting minutes then a move to approve.

VOTED: Approval of September 22, 2020 meeting minutes.
(Ayes - Bercowetz, Sager, Torres)

REPORTS AND ACTION ITEMS

1. Personnel Committee – Mr. Torres

Mr. Torres informed the Board that he had a meeting with several HPA employees to hear their concerns on the changes HPA has made to employee time off stated in the updated Employee Handbook. After a discussion, the Board and CEO decided to retain the pre-PTO accrued time off until the end of this fiscal year. The Board and CEO will revisit this topic in the new fiscal year 2021/2022.

2. Finance Committee - Mr. Bercowetz

Mr. Bercowetz gave an overview of the monthly finance report. He reported that meter revenue is down, and citation revenue is up. The MAT garage revenue is down but the numbers remain steady due to the monthly corporate clients still using the garage. Mr. Michalik added valet parking revenue is a loss due to the pandemic and the overall budget shows a loss at this time but should even out as the year progresses.

VOTED: Acceptance of August 2020 Monthly Finance Report.
(Ayes – Bercowetz, Sager, Torres)

VOTED: Acceptance of September 2020 Monthly Finance Report.
(Ayes – Bercowetz, Sager, Torres)

(See Finance Monthly Report for details)

3. Property Management Committee- Mr. Sager (*See Property Management Report for details*)

Mr. Sager gave an overview of the property management report. He noted that September's numbers for tickets issued were surprisingly high. Mr. Edwards reported most of the citations have been issued in the neighborhoods. Mr. Torres asked what type of tickets were being issued. Mr. Gomes stated most of the tickets are for odd/even parking on sanitation days, blocking driveways, and parking in no parking zones. Mr. Sager noted the 1212 Main St. parking lot construction is well under way. There are no new updates on the other properties. HPA continues to assist with mobile COVID testing sites. The MAT garage remains the same. HPA will be sponsoring a space at the MAT garage for the Mural series. (OYE COMO VA!)

(See Property Management Report for details)

3. Bylaws and Revisions Committee – None

4. Marketing Committee-None

5. CEO Update- Mr. Gomes – None

ADJOURNMENT- Mr. Sager polled Commissioners for further comments/questions. then called for a motion, a motion was made by Mr. Sager, seconded by Mr. Bercowetz, passing unanimously to

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VOTED: Adjourn the October 27, 2020 Regular Board Meeting at 6:20 P.M.
(Ayes – Bercowetz, Sager, Torres)

Respectfully submitted,

Ted Sheiber

Mr. Ted Sheiber

Secretary to the Board