

Unapproved Minutes
Tuesday, December 15, 2020 - 5:00 p.m.
Regular Board 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
Ted Sheiber, Director of On Street Operations
James Del Visco, Corporate Counsel

Guests:

None

1. **Call to Order** – Mr. Sager called the December 15, 2020 Regular Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:15p.m.
2. **Roll Call of Commissioners** – The Secretary, Mr. Sheiber conducted roll call, and announced there was a quorum present.
3. **Commissioner’s Comments** – Mr. Sager mentioned that he had seen Mr. Breetz (former Chair of the Hartford Parking Authority) and that they had a nice conversation about HPA. Mr. Sager wished all present, a happy and safe holiday season. Mr. Sager had some questions about the Board member election process for Mr. Del Visco. Mr. Gomes asked Mr. Sheiber to read a paragraph from the HPA bylaws pertaining to the HPA election process. Mr. Sager then turned the meeting over to Mr. Bercowetz to start the election process.
4. **PUBLIC COMMENT** – NONE

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. **Election of Board Chair for 2021** – Mr. Sager turned the meeting over to Mr. Bercowetz to conduct the nomination/election of the HPA's Chair for calendar year 2021. Mr. Bercowetz opened the floor to nominations. Mr. Torres nominated Mr. Sager, seconded by Mr. Bercowetz. Mr. Bercowetz polled the Commissioners for additional nominations and hearing none, called the vote, which passed unanimously that -

VOTED: Elected Mr. Sager as Chair of the Hartford Parking Authority for calendar year 2021.

(Ayes –Bercowetz, Sager and Torres)

6. **Election of Board Vice Chair for 2021** –Mr. Sager opened the floor to nominations for the Vice Chair of the HPA. Mr. Bercowetz nominated Mr. Torres, seconded by Mr. Sager. Mr. Sager polled the Commissioners for additional nominations and hearing none, called the vote, which passed unanimously that -

VOTED: Elected Mr. Torres as Vice Chair of the Hartford Parking Authority for calendar year 2021.

(Ayes –Bercowetz, Sager and Torres)

7. **Election of Board Treasurer for 2021** – Mr. Sager opened the floor to nominations for the Treasurer of the HPA. Mr. Sager nominated Mr. Bercowetz, seconded by Mr. Torres. Mr. Sager polled the Commissioners for additional nominations and hearing none, called the vote, which passed unanimously that -

VOTED: Elected Mr. Bercowetz as Treasurer of the Hartford Parking Authority for calendar year 2021.

(Ayes –Bercowetz, Sager and Torres)

8. **Election of Property Management Committee Chair for 2021** - Mr. Sager opened the floor to nominations for the Property Management Committee Chair. Mr. Bercowetz nominated Mr. Sager, seconded by Mr. Torres. Mr. Sager polled the Commissioners for additional nominations and hearing none, called the vote, which passed unanimously that -

VOTED: Elected Mr. Sager as Property Management Committee Chair of the Hartford Parking Authority for calendar year 2021.

(Ayes –Bercowetz, Sager and Torres)

9. **Election of Marketing Committee Chair for 2021** - Mr. Sager opened the floor to nominations for the Marketing Committee Chair. Mr. Sager nominated Mr. Bercowetz, seconded by Mr. Torres. Mr. Sager polled the Commissioners for additional nominations and hearing none, called the vote, which passed unanimously that -

VOTED: Elected Mr. Bercowetz as Marketing Committee Chair of the Hartford Parking Authority for calendar year 2021.
(Ayes –Bercowetz, Sager and Torres)

10. **Election of Bylaws and Revision Committee Chair for 2021** - Mr. Sager opened the floor to nominations for the Bylaws and Revision Committee Chair. Mr. Sager nominated Mr. Torres, seconded by Mr. Bercowetz. Mr. Sager polled the Commissioners for additional nominations and hearing none, called the vote, which passed unanimously that -

VOTED: Elected Mr. Torres as Bylaws and Revision Committee Chair of the Hartford Parking Authority for calendar year 2021.
(Ayes –Bercowetz, Sager and Torres)

11. **Amend the December 15, 2020 Hartford Parking Authority Board Meeting Agenda** – Mr. Sager made a motion to amend the December 15, 2020 Board Meeting Agenda to add item 12. Election of Personal Committee Chair and item 13. Election of Financial Committee Chair.

VOTED: Approval Amend the December 15, 2020 HPA Board Meeting Agenda
(Ayes –Bercowetz, Sager and Torres)

12. **Election of Personnel Committee Chair for 2021** - Mr. Sager opened the floor to nominations for the Personnel Committee Chair. Mr. Sager nominated Mr. Torres, seconded by Mr. Bercowetz. Mr. Sager polled the Commissioners for additional nominations and hearing none, called the vote, which passed unanimously that -

VOTED: Elected Mr. Torres as Personnel Committee Chair of the Hartford Parking Authority for calendar year 2021.
(Ayes –Bercowetz, Sager and Torres)

13. **Election of Financial Committee Chair for 2021** - Mr. Sager opened the floor to nominations for the Marketing Committee Chair. Mr. Sager nominated Mr. Bercowetz, seconded by Mr. Torres. Mr. Sager polled the Commissioners for additional nominations and hearing none, called the vote, which passed unanimously that -

VOTED: Elected Mr. Bercowetz as Financial Committee Chair of the Hartford Parking Authority for calendar year 2021.
(Ayes –Bercowetz, Sager and Torres)

14. **Nomination of Board Secretary** – Mr. Sager nominated Mr. Sheiber for Board Secretary, seconded by Mr. Torres.

VOTED: Nominate Mr. Sheiber as Board Secretary of the Hartford Parking Authority for calendar year 2021.

(Ayes –Bercowetz, Sager and Torres)

15. **Approval to the Minutes for the Regular Board Meeting on November 24, 2020-**

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

VOTED: Approval of the November 24, 2020 meeting minutes.

(Ayes –Bercowetz, Sager and Torres)

16. **Amend the December 15, 2020 Board Meeting Hartford Board Meeting Agenda**

Mr. Sager made a motion to amend the December 15, 2020 Board Meeting Agenda item 11 to reflect the correct date of November 24, 2020.

VOTED: Approval Amend the December 15, 2020 HPA Board Meeting Agenda

(Ayes –Bercowetz, Sager and Torres)

REPORTS AND ACTION ITEMS

1. **Personnel Committee** – None

2. **Finance Committee** - Mr. Bercowetz

Mr. Bercowetz asked Mr. Gomes to give the financial update to the Board. Mr. Gomes gave and overview and update of the current budget noting that on street citations and citation collections remain steady. MAT Garage and parking lot revenue remain low do the pandemic. Mr. Torres expressed concern about snow ban tickets in the neighborhoods for those that maybe unemployed. Mr. Gomes informed the Board that HPA along with Corporate Counsel have been working to reduce penalties on citations whenever possible. He noted outstanding citation as far back as 2012 are getting paid.

(See Finance Monthly Report for details)

VOTED: Acceptance of November 2020 Monthly Finance Report.

(Ayes – Bercowetz, Sager and Torres)

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

Mr. Sager discussed an overview of the property management report. Mr. Sager reported the citation issuance numbers for the neighborhoods remains strong and the cleanup of old outstanding citations is progressing well. HPA is working with the developer of the 1212 Main St. property on an agreement to use the 58 Chapel St. parking lot for a staging area during the project. 4G upgrades to the meters continues to move forward. Mr. Sager informed the Board that HPA has agreed to allow the Hartford Guides to relocate to the MAT garage office in support of conducting HPA business only.

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

5. **Marketing Committee**-None

6. **CEO Update**- None

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

VOTED: Adjourn the December 15, 2020 Regular Board Meeting at 5:57 P.M.
(Ayes – Bercowetz, Sager and Torres)

Respectfully submitted,

Ted Sheiber

Mr. Ted Sheiber

Secretary to the Board