



Approved Minutes
Tuesday, February 23, 2021 - 5:00 p.m.
Regular Meeting of the Board - Hartford Parking Authority
11 Asylum Street, Hartford, CT 06103

Commissioners Present

Adam Bercowetz, Commissioner

Zoe Chatfield, Commissioner

Christian Sager, Chair

Cal Torres, Commissioner

Also Present for HPA:

Armindo Gomes, CEO

John Michalik, Interim Finance Manager

Ted Sheiber, Director of On Street Operations

James Del Visco, Corporate Counsel

Geoffrey Edwards, GM Reef Parking

Guests: Evan Proulx, Lisa Wills - Whittlesey

1. **Call to Order** – Mr. Sager called the February 23, 2021 Regular 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 Ms. Chatfield to her first HPA Board meeting as a commissioner and thanked everyone for their participation in this Zoom meeting of the Hartford Parking Authority. Mr. Sager wished everyone and their family’s good health and hopes with the vaccine roll out, that life will start to get better soon.
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. Approval to the Minutes for the Regular Board Meeting on January 26, 2021

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 January 26, 2021 meeting minutes.
(Ayes - Bercowetz, Sager, Torres)
(Abstain - Chatfield)

REPORTS AND ACTION ITEMS

1. Personnel Committee – Mr. Torres

Mr. Torres presented the one (1) year Finance Manager contract for John Michalik (Interim Finance Manager) starting on March 1, 2021 to the Board for discussion and approval. After a brief discussion, Mr. Torres called for a vote.

VOTED: Approval of a one (1) year contract for Finance Manager.
(Ayes – Bercowetz, Chatfield, Sager, Torres)

2. Finance Committee - Mr. Bercowetz

Mr. Bercowetz introduced the team from Whittlesey who presented the annual audit report to the board. After a discussion, Mr. Bercowetz called for a vote to accept annual audit report.

VOTED: Acceptance of Annual Audit Report.
(Ayes – Bercowetz, Chatfield, Sager, Torres)

Mr. Bercowetz and Mr. Michalik gave an update on the monthly reports for January 2021. After a discussion, Mr. Bercowetz called for a vote to accept the January 2021 finance report.

VOTED: Acceptance of January 2021 Monthly Finance Report.
(Ayes – Bercowetz, Chatfield Sager, Torres)

Mr. Bercowetz gave an overview of the FY2021/22 budget. He turned the discussion over to Mr. Michalik for a more detailed analysis. After a lengthy discussion, Mr. Bercowetz call for a vote to approve the 2021/21 budget for the Hartford Parking Authority.

VOTED: Approval of the FY2021/22 Budget.

(Ayes – Bercowetz, Chatfield, Sager, Torres)

(See Finance Monthly Report for details)

3. Property Management Committee- Mr. Sager

Mr. Sager discussed an overview of the property management report. He stated last month's metrics over all look pretty good. Mr. Sager gave an overview of the surface lot usage; the 58 Chapel St. parking lot continues to be used for covid 19 vaccine role out on Saturdays with Tuesdays being added to the Schedule. Mr. Gomes gave an update on the parking support HPA is giving to help the 28 City restaurants. HPA has established meter no-payment support and identified citation protocol for vehicles that park outside the established spaces without paying. Mr. Gomes gave an update on the upcoming Yard Goats season and keeping the price for parking this year at \$5.00 dollars for the 58 Chapel parking lot and the MAT garage. Mr. Gomes gave an update on overnight and long-term parking issues that have been accruing in the MAT garage. Some unregistered cars needed to be removed from the garage. HPA is working with the Hartford Guides to identify cars that are parked overnight and on the weekends. This information is given to Stella to identify if they are monthly parks. Mr. Sager gave an overview of the MOU for the Old State House parking issues on Central Row. Mr. Gomes and Mr. Del Visco gave an update on the progress of the City-Wide Parking Study Project and where it stands now. Mr. Sager called for a vote on the resolution.

VOTED: Approval of the City-Wide Parking Study Resolution.

(Ayes – Bercowetz, Chatfield, Sager, Torres)

(See Property Management Report for details)

4. Bylaws and Revisions Committee-None

5. Marketing Committee-None

6. CEO Update -None



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

VOTED: Adjourn the February 23, 2021 Regular Board Meeting at 6:21 P.M.
(Ayes – Bercowetz, Chatfield, Sager, Torres)

Respectfully submitted,

Ted Sheiber

Mr. Ted Sheiber

Secretary to the Board