



**Approved Minutes**  
**Tuesday, May 25, 2021 - 5:00 p.m.**  
**Regular Meeting of the Board - Hartford Parking Authority**  
**11 Asylum Street, Hartford, CT 06103**

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**Commissioners Present**

Adam Bercowetz, Commissioner  
Zoe Chatfield, 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 May 25, 2021, Regular Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:03 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 Zoom Board Meeting of the Hartford Parking Authority.
4. **PUBLIC COMMENT** – Mr. Stathis Manousos from LAZ Parking had questions about the City’s and HPA’s Request for Proposal process.

**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 April 27, 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 April 27, 2021, meeting minutes.  
(Ayes – Bercowetz, Chatfield, Sager, Torres)

**REPORTS AND ACTION ITEMS**

**1. Personnel Committee – None**

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

Mr. Bercowetz gave an update on the April budget figures stating April was another very good month. Mr. Bercowetz stated that the operating income & MAT garage income continue to show improvement and parking enforcement numbers remain high. Overall, HPA should end the FY with a surplus. This will help with additional funding for the City and HPA's RFR fund.

After a discussion, Mr. Bercowetz called for a motion to accept the April monthly finance report seconded by Mr. Torres.

**VOTED:** Acceptance of the April 2021 Monthly Finance Report.  
(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 that for the month of April, the collection rate remained strong and booting was up. The Scofflaw list went down, and citations were down, but still it was a good month overall.

There were no changes in the surface lots. HPA will be deploying meters for a pilot program on Albany Ave., and they are working with Reef Parking on a quote for 4 additional vehicles to help expand coverage in the city. At the MAT garage, two employees have been brought back from furlough as summer events and monthly parking start to come back.

Mr. Sager informed the Board that they will need to vote on 3 contracts and 2 contract extensions. He then turned the discussion over to Mr. Gomes for an overview of the contracts and the contract extensions. After a discussion Mr. Sager called for the board to vote on the 3 contracts and 2 contract extensions.

*(See Property Management Report for details)*

Mr. Sager called for a motion to approve the On-Street Operation Contract for Republic/Reef Parking 2<sup>nd</sup> by Ms. Chatfield.

**VOTED:** Approval of Republic/Reef On-Street Operations Contract  
(Ayes – Bercowetz, Chatfield, Sager, Torres)

Mr. Sager called for a motion to approve the Surface Lot Operation Contract for Republic/Reef Parking 2<sup>nd</sup> by Ms. Chatfield.

**VOTED:** Approval of Republic/Reef Surface Lot Operations Contract  
(Ayes – Bercowetz, Chatfield, Sager, Torres)

Mr. Sager called for a motion to approve the On-Call Engineering Services Contract for Desman 2<sup>nd</sup> by Ms. Chatfield.

**VOTED:** Approval of Desman On-Call Engineering Services Contract  
(Ayes – Bercowetz, Chatfield, Sager, Torres)

Mr. Sager called for a motion to approve the Third Amendment Security Contract Extension for Hartford Guides 2<sup>nd</sup> by Mr. Torres.

**VOTED:** Approval of Hartford Guides Third Amendment Security Contract Extension.  
(Ayes – Bercowetz, Chatfield, Sager, Torres)

Mr. Sager called for a motion to approve the Fifth Amendment Security Contract Extension for Hartford Guides 2<sup>nd</sup> by Ms. Chatfield.

**VOTED:** Approval of Hartford Guides Fifth Amendment Surface Lot Security Contract Extension. (Ayes – Bercowetz, Chatfield, Sager, Torres)



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

5. **Marketing Committee**- None

6. **CEO Update** – Mr. Gomes gave a brief update on the City-Wide Parking Study. He also informed the board that there may be some opportunities for HPA to acquire some off-street parking. Mr. Gomes stated he is looking into the possibility of using the Woonerf App to control parking in the new lots and existing ones.

Mr. Gomes informed the Board he is working with Republic/Reef parking to acquire 4 new vehicles to help with City wide coverage for the citation team.

Ms. Chatfield had some questions on the rules for food tucks in the City. Mr. Gomes stated that City Council is currently working on a new ordinance for food trucks. Mr. Gomes gave the Board a brief overview on the rules that are in place for food trucks at this time.

**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: -

**VOTED:** Adjourn the May 25, 2021, Regular Board Meeting at 6:40 P.M.  
(Ayes – Bercowetz, Chatfield, Sager, Torres)

Respectfully submitted,

*Ted Sheiber*

Mr. Ted Sheiber

Secretary to the Board