

Approved Minutes
Tuesday, February 22, 2022 - 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 – Not Present

Also Present for HPA:

Armindo Gomes, CEO
John Michalik, Interim Finance Director
Ted Sheiber, Director of On Street Operations
Katy Carpio, GM Reef Parking – Not Present
James Del Visco, Corporate Counsel
Ciarra Minacci-Morey, Corporate Counsel

Guests: None

1. **Call to Order** – Mr. Sager called the February 22, 2022, Regular Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:09p.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. Mr. Sager asked the other Board meeting members if they would consider meeting in person for future meetings in the HPA admin office Board room.
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 25, 2022

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 25, 2022, meeting minutes.
(Ayes – Bercowetz, Chatfield, Sager)

Acceptance to the Minutes for the Special Board Meeting on February 10, 2022

VOTED: Accepted with No Changes to the February 22, 2022, meeting minutes.
(Ayes – Bercowetz, Chatfield, Sager)

REPORTS AND ACTION ITEMS

1. Personnel Committee – Discussion and approval of a one (1) year Finance Manager contract for Mr. John Michalik.

Mr. Sager made a motion to approve the (1) year Finance Managers contract 2nd by Mr. Bercowetz.

VOTED: Approval of a (1) year Finance Managers contract for Mr. Michalik commencing on Tuesday, March 1, 2022
(Ayes – Bercowetz, Chatfield, Sager)

2. Finance Committee - Mr. Bercowetz

Mr. Bercowetz gave an overview of the January budget numbers stating that revenue was up, but we have budgeted for higher expenses in the second half of the FY. Mr. Bercowetz noted that 58 Chapel was not in this FY budget because we were not sure if the parking lot would have been taken away for construction. He hopes we have it long enough this year to make some revenue when the Yard Goats and other events start up this spring and summer.

Mr. Michalik stated the budget did increase from Dec. to Jan. do primarily to having budgeted higher increased expenses based on Republics old contract, because we didn't know what the new contract would look like. There was a surplus increase but that will diminish, and we will be much closer to the budget in June then we are today.

FY2023 budget discussion – Mr. Sager reviewed the 2023 budget with the other Board members present at the meeting. After a lengthy discussion, Mr. Sager moved to except the FY2023 budget 2nd by Ms. Chatfield.

VOTED: Acceptance of the January 2022 Monthly Finance Report.
(Ayes – Bercowetz, Chatfield, Sager)

VOTED: Approval of the FY 2023 Budget
(Ayes – Bercowetz, Chatfield, Sager)

(See Finance Monthly Report for details)

3. Property Management Committee- Mr. Sager

Mr. Sager gave an overview of the PMC report stating the January numbers are always challenging. The collection rate was down, booting was down, tickets issued are down, tickets paid were down. Hopefully February will be a better month.

Ms. Ciarra Minacci-Morey (Corporate Counsel) gave an update to the board members on meeting with the Hearing Officers and discussing the process of dismissing tickets.

Mr. Sager gave an update on the surface lots. Rensselaer, made a proposal, waiting on response.

On street operations, restarting second and Saturday safety enforcement.

MAT Garage working with Desman engineering on scope of work for purchasing RFQ.

(See Property Management Report for details)

4. Bylaws and Revisions Committee-None

5. Marketing Committee- None

6. CEO Update – Mr. Gomes gave an update on the Rensselaer parking agreement. He hopes to have a signed agreement by the next board meeting.



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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. Bercowetz, passing unanimously to:

VOTED: Adjourn the February 22, 2022, Regular Board Meeting at 6:00 P.M.
(Ayes – Bercowetz, Chatfield, Sager)

Respectfully submitted,

Ted Sheiber

Mr. Ted Sheiber

Secretary to the Board