

Approved Minutes
Tuesday, September 27, 2022 - 5:00 p.m.
Regular Meeting of the Board - Hartford Parking Authority
11 Asylum Street, Hartford, CT 06103

Commissioners Present

Adam Bercowetz, Commissioner - Zoom
Zoe Chatfield, Commissioner - Zoom
Christian Sager, Chair – HPA Conference Room
Cal Torres, Commissioner – HPA Conference Room

Also Present for HPA:

Armando Gomes, CEO - HPA Conference Room
John Michalik, Interim Finance Director – HPA Conference Room
Ted Sheiber, Director of On Street Operations - HPA Conference Room
Katy Carpio, GM Reef Parking – Zoom
James Del Visco, Corporate Counsel - Zoom

Guests: None

1. **Call to Order** – **Vice Chair** Mr. Torres called the September 27, 2022, Regular Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:08p.m. **Chair** – Mr. Sager arrived at the meeting at 5:17pm and chaired the rest of the meeting agenda.
2. **Roll Call of Commissioners** – The Secretary, Mr. Sheiber, conducted roll call, and announced that a quorum was present.
3. **Commissioner’s Comments** – Mr. Torres welcomed all participants and thanked everyone for their participation in this Board Meeting of the Hartford Parking Authority.
4. **PUBLIC COMMENT** – Ms. Calderone asked the Board members and CEO Mr. Gomes to consider more ticketing in the South End neighborhoods especially in the evenings and asked if there could be less ticketing in the downtown area in the evening to help the restaurants.

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 July 26, 2022**

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

VOTED: Approval of July 26, 2022, meeting minutes.
(Ayes – Bercowetz, Chatfield, Torres) Mr. Sager was not present at the meeting yet for this vote.

REPORTS AND ACTION ITEMS

1. **Personnel Committee** – Mr. Torres, Employee compensation recommendations – Mr. Torres recommended a 4% merit increase for all employees of HPA and a bonus for all full-time employees to the Board. After a discussion Mr. Torres called for a vote 2nd by Mr. Sager.

VOTED: Approval 4% merit increase and a bonus.
(Ayes – Bercowetz, Chatfield, Sager, Torres)

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

Mr. Bercowetz and Mr. Michalik gave an update on the monthly finance committee reports for June 2022 FY2021/22-year end and the August monthly report. After the reports there was a discussion. Mr. Bercowetz called for a vote to approve the June FY 2021/22 finance report 2nd by Mr. Sager. Mr. Bercowetz called for another vote to approve the August 2022 financial report 2nd by Mr. Sager.

VOTED: Acceptance of the June 2022 FY 2021/22-year end Finance Report.
(Ayes – Bercowetz, Chatfield, Sager, Torres)

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

(See Finance Monthly Report for details)

3. Property Management Committee- Mr. Sager

Mr. Sager started his report with an overview of the Republic monthly report on tickets issued, tickets paid, boots, citations collected and scofflaw.

He then moved to updates on the Surface Lots, On Street Operations, Library RFQ, MAT Garage and the Parkville Garage (TBD).

(See Property Management Report for details)

4. Bylaws and Revisions Committee-None

5. Marketing Committee- Ms. Chatfield gave an overview on the progress being made with updating the HPA website. Mr. Del Visco, (Corporate Counsel) noted that there was an error on the agenda. The HPA website update had been placed under the Bylaws and Revisions Committee line on the agenda. Mr. Del Visco asked that this be amended in the meeting minutes. Mr. Sager made a motion to amend the agenda 2nd by Mr. Torres.

VOTED: Approval to amend the September 27th, 2022, agenda to reflect this change.
(Ayes – Bercowetz, Chatfield, Sager, Torres)

6. CEO Update – Mr. Gomes stated he had no update at this time. Mr. Torres had a question for Mr. Gomes on the training of the new hearing officers. Mr. Gomes stated that the training was on going and progressing well.

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 September 27, 2022, Regular Board Meeting at 6:39 P.M.
(Ayes – Bercowetz, Chatfield, Sager, Torres)

Respectfully submitted,
Ted Sheiber
Mr. Ted Sheiber
Secretary to the Board