

**Unapproved Minutes**  
**Tuesday, October 25, 2022 - 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 - Zoom  
Zoe Chatfield, Commissioner - Zoom  
Christian Sager, Chair – HPA Conference Room  
Cal Torres, Commissioner – HPA Conference Room

**Also Present for HPA:**

Armindo 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 – HPA Conference Room

**Guests:** None

1. **Call to Order** – **Vice Chair** Mr. Sager called the October 25, 2022, Regular Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:04p.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 Board Meeting of the Hartford Parking Authority.
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 September 27, 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 September 27, 2022, meeting minutes.  
(Ayes – Bercowetz, Chatfield, Sager, Torres)

**REPORTS AND ACTION ITEMS**

**1. Personnel Committee – Mr. Torres**

Mr. Gomes gave an overview on hiring for one new and one open position. There was a lengthy discussion on this subject followed by a motion to post for the two positions. Mr. Sager made a motion to post for the new position of Director of Strategy Growth & Finance and the open position of Director of Operations 2<sup>nd</sup> by Ms. Chatfield.

**VOTED:** Approval to post for the Director of Strategy Growth & Finance and Director of Operations  
(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 September 2022. Operating income, revenues, and expenses, all showed favorable variances. Also, the administrative expenses were lower than budgeted.

**VOTED:** Acceptance of the September 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-HPA is looking to acquire a parking lot used by HPD located at 253 High St. The library RFQ-reopened for 2 weeks. The MAT Garage-Submitted garage door quote to Risk Management. The Parkville Garage-completed Bartholomew Ave. garage proforma.

*(See Property Management Report for details)*

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

**5. Marketing Committee- None**

**6. CEO Update – Mr. Gomes informed the Board members of the importance of the November and December Board meetings.**

**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 October 25, 2022, Regular Board Meeting at 6:10pm  
(Ayes – Bercowetz, Chatfield, Sager, Torres)

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