



Approved Minutes
Tuesday, March 21st, 2023 - 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 – Joined 5:05pm
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 Manager – HPA Conference Room
James Del Visco, Corporate Counsel – HPA Conference Room
Jill Turlo, Director of Operations – HPA Conference Room
Kenny Gonzalez, Director of Strategic Growth – HPA Conference Room

1. Call to Order

Commissioner Sager called the March 21st, 2023, Regular Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:03p.m.

2. Roll Call of Commissioners

The board secretary, Ms. Turlo, conducted roll call and announced that a quorum was present.

3. Approval of the Minutes for the Regular Board Meeting on February 21st, 2023

Mr. Sager polled commissioners for corrections to the minutes. No corrections were requested.
Mr. Sager moved to approve the minutes.

VOTED: Approval of February 21, 2023 Regular Board Meeting Minutes, seconded by Mr.
Torres.

(Ayes – Torres, Chatfield, Bercowetz, Sager)

4. Public Comment – None

5. Reports and Action Items

Personnel Committee – Mr. Torres

- Discussion and approval of one (1) year Finance Manager contract for John Michalik commencing March 1, 2023



Mr. Torres initiated a brief discussion regarding approval of one year Finance Manager contract for John Michalik. Mr. Sager moved to amend the agenda to correct the contract commencement date from April 1, 2023 to March 1, 2023.

VOTED: Amendment to the March 21, 2023 Meeting Agenda, seconded by Mr. Torres.
(Ayes –Torres, Bercowetz, Chatfield, Sager)

Mr. Gomes and Mr. Torres provided comments regarding the value of John Michalik to the organization. The board discussed the contract terms. Mr. Sager moved to approve the contract.

VOTED: Approval of John Michalik Finance Manager contract, seconded by Mr. Bercowetz.
(Ayes –Torres, Chatfield, Bercowetz, Sager)

- 401(a) Contribution for 2023

Mr. Torres initiated discussion of 401(a) contribution for 2023. Mr. Gomes provided a written recommendation. The board initiated a discussion of previous contribution rates and metrics for determining contribution rate. Mr. Sager moved to approve the 2023 401(a) contribution rate.

VOTED: Approval of 2023 401(a) contribution, seconded by Mr. Torres.
(Ayes – Chatfield, Bercowetz, Torres, Sager)

Finance Committee – Mr. Bercowetz

- February Financial Update

Mr. Bercowetz provided information regarding the current state of finances and surplus amount. Mr. Michalik contributed information regarding personnel costs, and noted the addition of the Citations Receivable Carryforward to the Monthly Finance Report. The board discussed the Citations Receivable Carryforward information provided and discussed the possibility of instituting an amnesty program for citations issued over ten years ago. Determination to hold on instituting amnesty program to focus on other HPA priorities. The board also briefly discussed misuse of plate violations.

- Acceptance of Monthly Finance Report for February 2023

Mr. Sager moved to accept the February 2023 Monthly Finance Report.

VOTED: Acceptance of the February 2023 Monthly Finance Report, seconded by Mr. Bercowetz.
(Ayes – Torres, Bercowetz, Chatfield, Sager)

(See Monthly Finance Report for details).



Property Management Committee - Mr. Sager

Mr. Sager initiated the discussion of the property management report. The board discussed an issue with the operation metrics data that has been provided by Reef management. Before next board meeting, HPA will discuss best metrics to provide to board to evaluate Reef performance going forward.

Mr. Sager initiated discussion regarding possible purchase of Rensselaer and financing options. Mr. Del Visco and Mr. Torres mentioned requirement of city council approval before proceeding. Mr. Sager advised that he will contact the mayor's office for guidance.

(See Property Management Report for details).

Bylaws and Revisions Committee – Mr. Bercowetz

- None

Marketing Committee – Ms. Chatfield

- None

CEO Update – Mr. Gomes

- None

ADJOURNMENT – Mr. Sager made a motion to adjourn the meeting.

VOTED: Adjourn the March 21, 2023 Regular Board Meeting at 6:13pm, seconded by Mr. Bercowetz.

(Ayes – Torres, Bercowetz, Chatfield, Sager)

Respectfully submitted,

Jill Turlo

Ms. Jill Turlo

Secretary to the Board

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