



11 Asylum Street, 2nd Floor, Hartford, CT 06103

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www.hartfordparking.com

HARTFORD PARKING AUTHORITY Special Board Meeting

Monday, January 5th, 2026, at 5:30pm

Virtual via Zoom

Unapproved Minutes

Commissioners Present

Zoë Chatfield, Board Chair – Remote via Zoom

Amir Johnson, Commissioner – Remote via Zoom

Jack Sullivan, Commissioner – Remote via Zoom

Also Present for HPA:

Kay Al Mannai, Interim CEO & CFO – Remote via Zoom

Natalie Reichle, Corporation Counsel – Remote via Zoom

Elaina Rodriguez, Administrative Assistant – Remote via Zoom

1. Call to Order

Ms. Chatfield called the January 5th, 2026, Special Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:31pm.

2. Roll Call of Commissioners

The Board Secretary, Ms. Rodriguez, conducted a roll call and announced that a quorum was present.

3. Reports and Action Items

Personnel Committee

Ms. Chatfield expressed her gratitude to Interim CEO Kay Al Mannai for stepping in and for the work she has done to support the Hartford Parking Authority. She further stated her desire to extend Ms. Al Mannai’s appointment as Interim CEO while the search for a permanent CEO continues. Ms. Chatfield noted that the CEO position has been posted and that a strong pool of applicants has been received, which the hiring committee is currently reviewing. She also emphasized that Ms. Al Mannai



has gone above and beyond in her role as Interim CEO, continuing to fulfill her duties as Chief Financial Officer while also assuming additional operational responsibilities.

- Discuss and Approve Resolution to Extend Appointment of Interim CEO.

Mr. Johnson made a motion to approve the resolution to extend the appointment of the interim CEO.

VOTED: Acceptance of the Resolution to extend the appointment of the interim CEO,
seconded by Ms. Chatfield.

(Ayes – Sullivan, Johnson, Chatfield)

Finance Committee

Ms. Al Mannai provided a brief overview of the most recent draft of the FY 26/27 budget. She noted that operational expenses have risen significantly due to inflation and a number of factors largely outside of HPA's control. Vendor pricing and material costs have increased, along with necessary compliance requirements, emergency facility repairs, and escalating snow removal needs and costs for HPA-managed assets.

She emphasized that the most significant budget impacts in the FY 26/27 budget include the change in citation processing and collections software, which HPA was required to transition away from due to it being sunset and discontinued; and resuming staffing levels to meet post-COVID operational needs, which has increased payroll and healthcare benefit costs.

Lastly, and most significantly, higher expenses in this budget are tied to HPA's vendor's newly negotiated union contract.

Ms. Al Mannai also reported that she spoke with the City of Hartford's OBM Director, Julian Freund, and secured an extension to allow the finance team and the Board additional time to identify reductions and work toward closing the deficit and balancing the budget. She further noted that HPA will schedule another special meeting for a Board vote on the revised budget.



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ADJOURNMENT – Ms. Chatfield made a motion to adjourn the meeting.

VOTED: Adjourn January 5th, 2026, Special Board Meeting at 5:41pm, seconded by Mr. Johnson.

(Ayes – Sullivan, Johnson, Chatfield)

Respectfully submitted,

Elaina Rodriguez

Elaina Rodriguez

Secretary to the Board

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.