

HARTFORD PARKING AUTHORITY Regular Board Meeting

Tuesday, May 26th, 2026, at 5:00 PM
11 Asylum Street, 2nd Floor, Hartford CT 06103

Approved Minutes

Commissioner's Present

Zoe Chatfield, Board Chair – Remote via Zoom
Amir Johnson, Vice Chair – HPA Conference Room
Edison Silva, Commissioner – HPA Conference Room
Angela Eikenberry, Commissioner – HPA Conference Room

Also Present for HPA:

Khoulood Al Mannai, CEO & CFO – HPA Conference Room
John Michalik, Finance Manager – HPA Conference Room
Elaina Rodriguez, Administrative Assistant – HPA Conference Room
Lori Mizerak, Corporation Counsel – Remote via Zoom
Eric Hood, Senior Parking Operations Manager – HPA Conference Room

1. Call to Order

Chairwoman Chatfield called the May 26th, 2026, Regular Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:05pm.

2. Roll Call of Commissioners

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

3. Chair Comments

Chairwoman Chatfield stated that she and CEO Al Mannai are working on an article for IPMI. She thanked Commissioners Angela and Edison for the gardening effort, which was cancelled due to weather, and introduced Lori Mizerak from the Corporation Counsel's Office, who attended in Natalie Reichle's absence.

4. Approval of the Minutes for the Regular Board Meeting on April 28th, 2026

Chairwoman Chatfield polled commissioners for corrections to the minutes. As there were no corrections presented, Commissioner Johnson moved to approve the minutes.

VOTED: Approval of April 28th, 2026, Regular Board Meeting minutes, seconded by
Commissioner Eikenberry.

(Ayes –Chatfield, Johnson, Eikenberry, Silva)

5. Public Comment

- None

6. Reports and Action Items

Personnel Committee – Committee Chair Johnson

- Management Analyst Update

Commissioner Johnson provided a brief update on the HPA's ongoing internal administrative improvements, including updates to policies and handbooks, noting that additional details will be shared as progress continues. CEO Al Mannai added that the Authority recently hired a Management Analyst, but the individual left after two days to accept a position with the State. The HPA continues its search to fill the Management Analyst role.

- Corporation Counsel Update

CEO Al Mannai asked who the HPA should contact in Natalie Reichle's absence. Lori Mizerak advised that staff should reach out to both her and Jonathan Harding for any needed assistance.

Finance Committee – Committee Chair Sullivan

- April Financial Update

Finance Manager John Michalik reported that the HPA's deficit has decreased from \$168,000 to approximately \$25,000, driven by consistently meeting and exceeding revenue targets. He noted that emergency winter repairs totaled approximately \$266,000 and that, without those expenses, the Authority would be operating on budget.

Mr. Michalik also stated that a planned transfer to the HPA's Repair and Replacement (R&R) Reserve Account will increase the balance to over \$4 million, providing sufficient funding to begin Phase 1 of the MAT Garage project.

CEO Al Mannai added that she anticipates increased revenue from upcoming events and noted that the HPA has adopted a more strategic approach to event parking pricing. She highlighted that the Authority has reduced its budget gap by approximately \$180,000 since January.

- Acceptance of Monthly Report for April 2026

Chairwoman Chatfield moved to accept the April 2026 Finance Report.

VOTED: Acceptance of the April 2026 Monthly Finance Report, seconded by Commissioner Johnson.

(Ayes – Chatfield, Johnson, Eikenberry, Silva)

(See Monthly Finance Reports for details).

Property Management Committee – Committee Chair Chatfield

- Property Management Report

CEO Al Mannai provided operational updates on collections, billing improvements, and enforcement of unpaid accounts. She reported anticipated growth in monthly parking revenue, ongoing facility improvements, and plans to attend the IPMI Conference to evaluate new parking technologies.

Reimagined Parking Senior Parking Operations Manager Eric Hood provided a brief update on citation and meter revenue activity and noted maintenance challenges with the enforcement fleet. CEO Al Mannai stated that vehicle replacement plans have been delayed due to emergency expenses.

CEO Al Mannai also emphasized the importance of involving the HPA in planning special events that impact parking operations and revenue and reaffirmed the Authority's commitment to its Board approved on-street reservation policy.

(See Property Management Report for details).

Bylaws and Revisions Committee – Committee Chair Eikenberry

- None

Marketing Committee – Committee Chair Chatfield

- Hartford Healthy Hub Arrowhead Community/Small Business

CEO Al Mannai noted that the HPA has received requests to participate in community walk audits and expressed the need for a dedicated community engagement position, even on a part-time basis, to help support outreach efforts given current staffing limitations.

Executive Team Updates

- HPA Board of Commissioners
- CEO

Commissioner Eikenberry asked for an update on the bike lane matter. CEO Al Mannai reported that discussions with City officials have been productive and focused on identifying a permanent solution. She noted that the HPA is awaiting further direction after July 1 and, if enforcement becomes necessary, plans to begin with a warning period to educate the public before issuing citations.

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

VOTED: Adjourn May 26th, 2026, Regular Board Meeting at 5:58pm, seconded by
Commissioner Johnson,
(Ayes – Chatfield, Johnson, Eikenberry, Silva)

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.