



**Approved Minutes**  
**Tuesday, June 20<sup>th</sup>, 2023 - 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, Commissioner - HPA Conference Room  
Cal Torres, Commissioner - HPA Conference Room

**Also Present for HPA:**

Armindo Gomes, CEO - HPA Conference Room  
Jill Turlo, Director of Operations - HPA Conference Room  
James Del Visco, Corporate Counsel - HPA Conference Room  
Natalie Spiess, Corporate Counsel - HPA Conference Room  
Veronica Padilla, GM Reef Parking - HPA Conference Room

**1. Call to Order**

Commissioner Sager called the June 20<sup>th</sup>, 2023 Regular Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:05p.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 Special Board Meeting on May 17<sup>th</sup>, 2023**

Mr. Sager polled commissioners for corrections to the minutes. No corrections were requested. Due to his absence at the May 17<sup>th</sup> Special Board Meeting, Mr. Sager noted that he would abstain from voting on the approval of the minutes. Mr. Torres moved to approve the minutes.

**VOTED:** Approval of May 17<sup>th</sup>, 2023 Special Board Meeting Minutes, seconded by Ms. Chatfield.

(Ayes - Torres, Bercowetz, Chatfield. Abstained - Sager.)

**4. Public Comment – None**

In the absence of public attendees, Mr. Sager noted "positive trepidation" from the West End regarding the upcoming adjustments to sanitation signage and sanitation parking zones. This spurred a brief discussion regarding best methods of disseminating sanitation parking zone information. Mr. Bercowetz then initiated a discussion regarding citation fine amounts, based on a conversation he'd recently had regarding parking citations. Mr. Sager and Mr. Gomes explained



pricing of citation fine amounts based on violation type, as well as noting that citation fine amounts are determined by City Council rather than by the Hartford Parking Authority.

## **5. Reports and Action Items**

### **Personnel Committee**

- None

### **Finance Committee**

- May Financial Update

Mr. Bercowetz provided information regarding the current state of finances, including a brief discussion regarding the Hartford Parking Authority R&R fund. The commissioners discussed whether Hartford Parking Authority funds are able to be held in interest generating accounts. Mr. Michalik advised that he would research and advise.

- Acceptance of Monthly Finance Report for May 2023

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

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

*(See Monthly Finance Report for details).*

### **Property Management Committee**

Mr. Sager provided a thorough explanation of the changes to the Property Management Report regarding newly added enforcement and appeals metrics. Mr. Sager also provided an update on the current status of the Rensselaer property, the 253 High St lot, and the Albany Ave project.

*(See Property Management Report for details).*

Mr. Sager initiated a brief discussion regarding the resolution to purchase parking meters. Mr. Gomes advised of the need for new parking meters due to ongoing metered parking expansion efforts, including efforts to add meters to Park St.

Mr. Sager moved to accept the resolution for the purchase of thirty (30) Strada S5 parking meters.

**VOTED:** Acceptance of the Resolution to Purchase Parking Meters, seconded by Mr. Bercowetz.  
(Ayes – Torres, Chatfield, Bercowetz, Sager)



Mr. Sager initiated a brief discussion regarding the resolution to purchase a hybrid pick-up truck. Mr. Gomes provided reasonable justification for the need of the additional vehicle. The board discussed the merits of hybrid vs fully electric vehicles.

Mr. Sager moved to accept the resolution for the purchase of a hybrid pick-up truck.

**VOTED:** Acceptance of the Resolution to Purchase Hybrid Pick-Up Truck, seconded by Mr. Torres.  
(Ayes – Chatfield, Torres, Bercowetz, Sager)

Mr. Sager initiated a brief discussion regarding the resolution to execute a fifth amendment to the Hartford Guides' security contract to extend for an additional year and to terminate the separate parking lot agreement. Mr. Gomes confirmed that this is the last extension on this contract and that a RFQ would need to occur next year. He also explained the changes to business that determined the decision to terminate the parking lot agreement.

Mr. Sager moved to accept the resolution to approve the execution of a fifth amendment to the Hartford Guides' security contract.

**VOTED:** Acceptance of the Resolution to Execute Fifth Amendment to Hartford Guides Security Contract, seconded by Mr. Torres.  
(Ayes – Torres, Chatfield, Bercowetz, Sager)

**Bylaws and Revisions Committee**

- None

**Marketing Committee**

- None

**CEO Update**

- Mr. Gomes provided an update regarding the Park St project, including metered parking, loading zones, handicapped parking, and a merchant parking program.

**Adjournment** – Mr. Sager made a motion to adjourn the meeting.

**VOTED:** Adjourn the June 20<sup>th</sup>, 2023 Regular Board Meeting at 6:36pm, seconded by Mr. Torres.  
(Ayes – Torres, Bercowetz, Chatfield, Sager)



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Respectfully submitted,

*Jill Turlo*

Ms. Jill Turlo

Secretary to the Board

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