



Approved Minutes
Monday, November 6th, 2023 - 5:00 p.m.
Special Meeting of the Board - Hartford Parking Authority
11 Asylum Street, Hartford, CT 06103

Commissioners Present:

Zoe Chatfield, Commissioner - Zoom
Christian Sager, Commissioner - HPA Conference Room
Cal Torres, Commissioner – HPA Conference Room

Also Present for HPA:

Jill Turlo, CEO - HPA Conference Room
John Michalik, Finance Manager - HPA Conference Room
Kenny Gonzalez, Director of Business Development - HPA Conference Room
Marilyn Diaz, Citation Management Clerk - HPA Conference Room
James Del Visco, Corporate Counsel - HPA Conference Room
Natalie Spiess, Corporate Counsel - Zoom
Veronica Padilla, Reimagined General Manager -HPA Conference Room

Also Present:

Christipher Lea, Member of the Public – HPA Conference Room

1. **Call to Order**

Commissioner Sager called the November 6th, 2023, Special Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:04pm.

2. **Roll Call of Commissioners**

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

3. **Approval of the Minutes for the Regular Board Meeting on September 26th, 2023**

Mr. Sager reviewed the minutes from the September 26th board meeting. No corrections were requested. Mr. Sager moved to approve the minutes.

VOTED: Approval of September 26th, 2023, Special Board Meeting Minutes, seconded by Ms. Chatfield.

(Approved by Chatfield and Sager, Abstained by Torres)

4. **Public Comment** –

Christopher Lea, a member of the public, presented his thoughts towards the window of time between receiving a boot on a vehicle and when the vehicle gets towed. Commissioner Sager explained the immobilization and towing process, as well as the requirement to work with the Hartford Police Department's schedule for towing. The Board of Commissioners continued discussing immobilization and towing practices after Mr. Lea left the meeting.

5. Reports and Action Items

Personnel Committee

- None

Finance Committee

- September Financial Update

Mr. Michalik provided general information regarding the HPA revenue and expenses. He indicated that the MAT Garage has surpassed its yearly revenue expectations. He also provided information on meter and citation revenue.

- Acceptance of Monthly Finance Report for August 2023.

Commissioner Sager moved to accept the September 2023 Monthly Finance Report.

VOTED: Acceptance of the September 2023 Monthly Finance Report by Mr. Michalik, seconded by
Commissioner Torres
(Chatfield, Torres, Sager)

(See Monthly Finance Report for details).

Property Management Committee

Commissioner Sager stated that September was a challenging month and the expectation of increasing citation revenue in the coming months. Ms. Turlo explained why revenue has dropped and mentioned the hiring of additional staff.

Mr. Sager initiated a brief discussion regarding the status of the sanitation signage project. Ms. Turlo gave a brief description on the plan with DPW. Mr. Sager also suggested curb painting for designated safe parking zones.

- Discuss and approve purchase of fully electric pick-up truck.



Mr. Sager indicated his interest in electrical vehicles and the upgrade to include electrical charging stations at the MAT garage.

VOTED: Acceptance of postponing the resolution to a fully electric pick-up truck until such time that we have an updated resolution, seconded by Commissioner Torres.
(Torres, Chatfield, Sager)

- Discuss and approve updated resolution for MAT Garage Murals.

Mr. Sager mentioned that RiseUP will now no longer be involved with the MAT Garage Murals and the project will now be handled by GHAC directly. The smaller mural is now being pushed to the spring due to the need for an adjusted resolution. Ms. Chatfield inquire whether the artists or murals would be changed, and Mr. Sager and Mr. Del Visco confirmed that the artists and murals will remain the same.

VOTED: Acceptance of approving updated MAT Garage Mural resolution, seconded by Commissioner Chatfield.
(Torres, Chatfield, Sager)

Bylaws and Revisions Committee

- None

Marketing Committee

- None

CEO Update

Ms. Turlo mentioned ongoing efforts to update HPA policies and procedures. She also mentioned that Reimagined Parking had hired a new supervisor, and are continuing to hire enforcement staff.

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

VOTED: Adjourn the November 6th, 2023 Special Board Meeting at 6:24pm, seconded by Commissioner Torres.
(Chatfield, Torres, Sager)

Respectfully submitted,



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Marilyn Diaz

Ms. Marilyn Diaz
Secretary to the Board

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