



Approved Minutes
Tuesday, March 26th, 2024 - 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
Christian Sager, Chair – 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
James Del Visco, Corporate Counsel – HPA Conference Room
Natalie Spiess, Corporate Counsel – HPA Conference Room
Shandia Drummond-Butt, Director of Operations – HPA Conference Room
Kenny Gonzalez, Director of Strategic Growth – HPA Conference Room
Veronica Padilla, Reimagined General Manager – HPA Conference Room

1. Call to Order

Commissioner Sager called the March 26th, 2024, Regular Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:10 p.m.

2. Roll Call of Commissioners

The Board Secretary, Mrs. Drummond-Butt, conducted roll call and announced that a quorum was present.

3. Approval of the Minutes for the Regular Board Meeting on February 27th, 2024

Mr. Sager polled commissioners for corrections to the minutes. As there were no corrections presented, Mr. Sager moved to approve the minutes.

VOTED: Approval of February 27th, 2024, Regular Board Meeting Minutes, seconded by
Mr. Bercowetz.

(Ayes – Bercowetz, Chatfield, Torres, Sager)

4. Public Comment – None

5. Reports and Action Items



Personnel Committee – Mr. Torres

- Discussion and Approval of the Resolution for the Senior Manager of On-Street Projects Role

Ms. Turlo briefly went through a presentation that highlighted the role specifications and the benefit to the HPA. After the presentation, there were a few additional follow-up questions that needed clarification regarding the organizational structure. Once clarity was provided, Mr. Sager moved to approve the resolution for the Senior Manager of On-Street Projects Role.

VOTED: Approval of the resolution for the Senior Manager of On-Street Projects Role, seconded by Mr. Torres.

(Ayes – Chatfield, Torres, Bercowetz, Sager)

Finance Committee – Mr. Bercowetz

- Acceptance of Monthly Finance Report for February 2024

Mr. Bercowetz presented the February 2024 financials to the Board. It was noted that the financials showed a record month with our highest revenue yet for the fiscal year. Mr. Sager moved to accept the February 2024 Monthly Finance Report.

VOTED: Acceptance of the February 2024 Monthly Finance Report, seconded by Mr. Bercowetz.

(Ayes – Torres, Bercowetz, Chatfield, Sager)

(See Monthly Finance Report for details).

- Discussion and Approval of the Resolution for the On-Street Parking Reservation Policy

Ms. Turlo presented the On-Street Parking Reservation Policy to the Board. There were no questions that needed clarification. Mr. Sager moved to accept the Resolution for the On Street Parking Reservation Policy.

VOTED: Acceptance of the Resolution for the On Street Parking Reservation Policy, seconded by Mr. Bercowetz.

(Ayes – Bercowetz, Torres, Chatfield, Sager)

Property Management Committee - Mr. Sager

- Property Management Report

Mr. Sager took the lead in initiating a discussion centered around the Property Management Report. The report underwent a thorough review, during which it was agreed upon to enhance the

citation metrics, consolidating them into a singular numerical representation to provide a clearer interpretation of activity levels.

The Board reviewed each of the assets, and talked in depth about planning for the MAT Garage and its repairs that need immediate attention. Mr. Sager proposed that we have a special meeting to review the MAT Garage with the Board.

The HPA updated the Board on the surface lot project at 275 Windsor St. The HPA and the Board reviewed what has been done so far and what is still pending.

- Sanitation Signage Project Presentation

Mr. Gonzalez presented an update to the Board on the Sanitation Signage project that is currently underway with the City's Department of Public Works. Mr. Sager asked Mr. Gonzalez to provide a completion date for the next project update.

(See Property Management Report for details).

Bylaws and Revisions Committee – Mr. Bercowetz

- None

Marketing Committee – Ms. Chatfield

- None

CEO Update – Ms. Turlo

- Ms. Turlo provided information for what is happening in the next month in regards to the mural with GHAC. The Board was also updated on future policies that will be researched and drafted in regards to Misused and Stolen License Plates.

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

VOTED: Adjourn the March 26th, 2024 Regular Board Meeting at 6:35pm, seconded by Mr. Torres.

(Ayes – Bercowetz, Chatfield, Torres, Sager)

Respectfully submitted,



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Shandia Drummond-Butt

Mrs. Shandia Drummond-Butt

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.