



11 Asylum Street, 2<sup>nd</sup> Floor, Hartford, CT 06103

T: (860) 757-0720

www.hartfordparking.com

**Approved Minutes**  
**Tuesday, April 23<sup>rd</sup>, 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 – Zoom  
Cal Torres, Commissioner – HPA Conference Room

**Also Present for HPA:**

Jill Turlo, CEO – HPA Conference Room  
John Michalik, Finance Manager – Zoom  
James Del Visco, Corporate Counsel – HPA Conference Room  
Natalie Reichle, Corporate Counsel – Zoom  
Shandia Drummond-Butt, Director of Operations – HPA Conference Room  
Veronica Padilla, Reimagined General Manager – HPA Conference Room

**1. Call to Order**

Commissioner Sager called the April 23<sup>rd</sup>, 2024, Regular Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:08 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 March 26<sup>th</sup>, 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 March 26<sup>th</sup>, 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

- None

**Finance Committee** – Mr. Bercowetz

- Acceptance of Monthly Finance Report for March 2024

Mr. Bercowetz presented the March 2024 financials to the Board and noted that it was another strong month beating out the prior month. It was noted that the financials showed another record month with our highest revenue yet for the fiscal year. Mr. Sager moved to accept the March 2024 Monthly Finance Report.

**VOTED:** Acceptance of the March 2024 Monthly Finance Report, seconded by Mr. Bercowetz.  
(Ayes – Bercowetz, Chatfield, Torres, Sager)

*(See Monthly Finance Report for details).*

**Property Management Committee** - Mr. Sager

- Property Management Report

Mr. Sager took the lead in initiating a discussion centered around the Property Management Report. Mr. Sager brought up his concerns in regards to warning citations and where we are with our progress on the sanitation signage project. Mr. Sager also conveyed some questions regarding the DEEP EV Grant that was awarded to the City and requested information regarding its scope and timeline.

Ms. Turlo gave a brief overview of the current progress of the sanitation signage project along with some of the constraints. She also went through a few items that pertained to the EV Grant and will be going back to the contact at DEEP for more clarification and a project timeline to bring back to the Board for our next meeting.

*(See Property Management Report for details).*

**Bylaws and Revisions Committee** – Mr. Bercowetz

- None

**Marketing Committee** – Ms. Chatfield

- None



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**CEO Update** – Ms. Turlo

- Ms. Turlo provided updates on the Citation Amnesty program that will be presented at the next Board meeting, alongside a new policy to update the way PTO overflow is currently utilized. She also mentioned that we are working on adding a second parking app, ParkHartford, and that West Hartford has conveyed interest in utilizing the app as well. Mrs. Drummond-Butt also updated the Board on the transition from the Hartford Guides contract to our current hires for our internal role for the Event & Facility Patrol role and where our current progress stands.

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

**VOTED:** Adjourn the April 23<sup>rd</sup>, 2024, Regular Board Meeting at 6:18 pm, seconded by Mr. Bercowetz.

(Ayes – Bercowetz, Chatfield, Torres, Sager)

Respectfully submitted,

*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.**