



Approved Minutes
Tuesday, May 28th, 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, Chairman – 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 – HPA Conference Room
Shandia Drummond-Butt, Director of Operations – HPA Conference Room
Veronica Padilla, Reimagined General Manager – HPA Conference Room

Department of Public Works Present:

Sebastian Tata, Department of Public Works - Zoom

1. Call to Order

Commissioner Sager called the May 28th, 2024, Regular Board Meeting of the Hartford Parking Authority (“Authority” or “HPA”) to order at 5:06 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 April 23rd, 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 April 23rd, 2024, Regular Board Meeting Minutes, unanimous vote
and deemed to be approved.

4. Public Comment – None

5. Reports and Action Items

Personnel Committee – Mr. Torres

- Discuss and Approve Resolution to Update PTO Policy

Ms. Turlo briefly reviewed the proposed update to the HPA's PTO Policy. There were no questions or concerns. Mr. Sager moved to approve the Resolution to Update PTO Policy.

VOTED: Acceptance of the Resolution to Update PTO Policy, seconded by Ms. Chatfield.
(Ayes – Bercowetz, Chatfield, Sager)

Finance Committee – Mr. Bercowetz

- Acceptance of Monthly Finance Report for April 2024

Mr. Bercowetz presented the April 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 April 2024 Monthly Finance Report.

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

(See Monthly Finance Report for details).

- Discuss and Approve Resolution for 2024 Amnesty Program

Ms. Turlo provided general information to the Board regarding the proposed 2025 Amnesty program. Mr. Sager gave insight into the previous 2016 amnesty program and its success. Based on the feedback from Mr. Sager, Ms. Turlo proposed holding on the resolution until a future Board meeting to allow for additional research.

VOTED: Postponement of the Resolution for 2024 Amnesty Program, seconded by Mr. Bercowetz.
(Ayes – Bercowetz, Chatfield, Sager)

Property Management Committee - Mr. Sager

- Property Management Report

Mr. Sebastian Tata, Traffic Operations Engineer with the City's Department of Public Works, gave the Board an update on the Sanitation Signage Update Project currently underway and the proposed timeline of when the project would be completed in its entirety. As it stands, the

Wednesday route is the closest to completion at 80-85% of the street updates being completed. After completion, DPW and HPA will perform a full review of the installation to confirm its completion before starting with the next scheduled day.

Mr. Sager brought up concerns regarding the project timeline based on information provided by the HPA's former CEO, Mingo Gomes. Mr. Tata confirmed that at this time they are dedicating four days per month from their team, due to bandwidth and team count. HPA mentioned that they would prioritize focus for On-Street Staff efforts to move this along more quickly.

Mr. Sager also brought up his concerns regarding enforcement and the optics of citing some streets and not others due to the timeline. The suggestion was to outsource or hire additional seasonal HPA On-Street Staff to shorten the currently projected timeline.

In regards to the EV grant, Mr. Sager brought up some concerns regarding the type of chargers and the best use case of how the HPA will utilize them in the MAT garage. He brought up some setbacks that may happen due to needs, time to charge, and the overall process of having a good flow of parkers and chargers. Mr. Sager asked the HPA to come up with a use case plan on how we plan to utilize and facilitate the EV chargers in the MAT Garage. He also asked the HPA to consult with an expert on installation.

Jill Turlo then reviewed the second mural proposal, created by artist Micaela Levesque, to be installed on the Church St. side of the MAT Garage. With no further discussion, Mr. Sager moved to accept the mural concept.

VOTED: Approval of mural design on the MAT garage located on the 55 Church St. side,
seconded by Ms. Chatfield.
(Ayes – Bercowetz, Chatfield, Sager)

(See Property Management Report for details).

Bylaws and Revisions Committee – Mr. Bercowetz

- None

Marketing Committee – Ms. Chatfield

- None

CEO Update – Ms. Turlo

- Ms. Turlo updated the Board on the new hire for the Director of Strategic Growth, Kay Al Mannai.



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

VOTED: Adjourn the May 28th, 2024, Regular Board Meeting at 6:41 pm, seconded by Mr. Bercowetz.

(Ayes – Bercowetz, Chatfield, Sager)

Respectfully submitted,

Shandia Drummond-Butt

Mrs. Shandia Drummond-Butt

Secretary to the Board

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