



**Approved Minutes**

**Special Meeting of the Hartford Parking Authority Board  
Thursday, October 29, 2009  
11:00 AM  
155 Morgan Street, Hartford, CT 06103**

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Present via Conference Call:

Chairperson Paddi LeShane  
Vice Chairman & Treasurer Richard Twilley  
Commissioner Albert Barrueco

Also Present: Carey Redd, Acting Executive Director

John Michalik, Chief Financial Officer  
Terry Leonowicz, Director of Security & Revenue Control/  
Secretary to the Board  
Carl Nasto, Corporation Counsel, City of Hartford

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1. **Call to Order** - Ms. LeShane called the Hartford Parking Authority (HPA) Special Board Meeting to order at 11:13AM.
2. **Roll Call of Commissioners** - Ms. Leonowicz conducted roll call and there was a quorum.

**Action Items**

1. **Approval of Internal Audit Response – Mr. Redd**  
Mr. Redd distributed the Internal Audit response to the Commissioners for their review and approval.

Ms. LeShane thanked Commissioner Barrueco and all those who helped to craft the response. Following some discussion regarding content and format of the document, Ms. LeShane called for a motion to accept the Internal Audit Response with the following amendments:

- a. Remove all attached exhibits which currently include any personal information or rewrite exhibits to exclude same.
- b. Reference all attached exhibits in the opening letter portion of the response
- c. Page 7, Article 10 to include specific language referencing the new unlawful parking ordinance
- d. Change the font type for the responses in the document
- e. Add language stating that HPA will work with the OMB, the Mayor's office and the Hartford Police Department to formalize the "agreement in principle" referenced in the Hartford Police Department section of the opening letter to the auditor.



The motion was made by Mr. Twilley, seconded by Mr. Barrueco, and unanimously carried by roll call.

2. **Renewal of Church Street Garage Parking Management Agreement with Central Parking Systems (2nd and final extension year option)**

HPA staff distributed the recommendation form and all supporting documentation to the Commissioners for their review and approval for renewal of the Church St. Garage Parking Management Agreement with Central Parking System for one (1) additional and final year.

Mr. Twilley called for a motion to renew the Church Street Garage Agreement per the contract terms.

In response to Mr. Twilley's motion, Mr. Nasto inquired and Ms. LeShane confirmed that current memorialized cost savings measures agreed to by Central Parking System should be included in an amendment for the additional year renewal.

Mr. Twilley called for an amendment to his motion to renew the Church Street Garage Parking Management Agreement per the contract terms with an amendment to include the current cost savings measures agreed to by Central Parking System.

The motion was made by Mr. Barrueco, seconded by Ms. LeShane, and unanimously carried by roll call.

**Open Session – Public Comment**

There was no public comment.

**Adjournment**

Ms. LeShane called for a motion to adjourn. The motion was made by Mr. Twilley, seconded by Mr. Barrueco and unanimously carried by roll call. The Thursday October 29, 2009 Special Board meeting adjourned at 11:45 AM.

Respectfully submitted,

Terry Leonowicz  
Secretary to the Board