



## Minutes

Hartford Parking Authority  
Regular Meeting of HPA Board

**Thursday, October 9, 2008**

155 Morgan Street, Hartford, CT 06106

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Present: Chairman David E.A. Carson  
Vice Chairman Richard Twilley  
Treasurer Paddi LeShane  
Commissioner James Thompson  
Commissioner Albert Barrueco

Also Present: Jim Kopencey, Executive Director  
Carey Redd, Associate Director  
John Michalik, Chief Financial Officer  
Alex Chavez, Property Manager  
Carl Nasto, Deputy Director, Corporation Counsel, City of Hartford  
Dale Bertoldi, Consultant, Tecton

### Roll Call / Attendance

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Chairman Carson called the Hartford Parking Authority (HPA) Regular Board Meeting to order at 8:05 AM.  
Mr. Redd conducted roll call and there was a quorum.  
Commissioner Thompson entered the meeting at 8:15 AM.

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### Approval of HPA Minutes

Chairman Carson called for a motion to accept the minutes of the Thursday, September 11, 2008 Regular Meeting. A motion was made by Vice Chairman Twilley, seconded by Commissioner Barrueco, and passed unanimously.

### Ongoing Business and Committee Report(s)

1. On-Street Parking, New Meter Roll Out and Installation Update – Treasurer LeShane stated that the public relations plans, which Peckinpaugh Digital Media developed for the HPA was enhanced to include a “Grand Swipe Hall” ceremony at City Hall.  
  
Mr. Redd stated that the initial twelve (12) Pay and Display parking meters were installed, tested, and fully operational.
2. Church Street and Morgan Street Garage Repair Update – Mr. Chavez stated the improvements to the Church Street Garage were 35% complete and Morgan



Street Garage was 90% complete. Both jobs continue to be progressing in a satisfactory manner.

3. ATM Machine for Morgan Street Garage – Mr. Chavez stated that the Request for Proposals for Automatic Teller Machine for the Morgan Street Garage lobby should be ready to go out to bid by December, 2008.
4. Security Update and Bid for Uniformed Security Services – In Ms. Leonowicz's absence, Mr. Kopencey reported that the Uniformed Security Services Request for Proposal had been bid, issued, and a mandatory Pre-Bid Conference was held.

### **New Business**

1. On-Street Parking Statistics – Commissioner Barrueco outlined a strategy to address the numerous old citations which remain on the books. Mr. Kopencey noted that the HPA staff would first work with our Auditor to determine the impact of the recommendations and report back to the Board at the next Regular Meeting.
2. Security Report – In Ms. Leonowicz's absence, Mr. Kopencey stated that security statistics would be maintained in a new more comprehensive format. The Board expressed satisfaction with receiving these reports electronically prior to Board Meetings.
3. New FOIA Requirements – Mr. Nasto stated that the new Freedom of Information Act mandates that the minutes of all public meetings is to be posted on the HPA's web-site within seven (7) days of the meeting.
4. MAT Garage Architectural Improvements – Mr. Dale Bertoldi, Tecton Architects, presented various Architectural improvement sketches of the MAT Garage and spoke about ongoing dialogue with the Hartford Stage regarding their proposed improvements. The Board expressed pleasure with the progress.
5. Church Street Garage Management Contract Renewal – Chairman Carson called for a motion to approve Mr. Kopencey's recommendation renew the Church



Street Garage Management Contract with Central Parking for one (1) year. The motion was made by Vice Chairman Twilley, seconded by Commissioner Thompson, and carried with four affirmative votes with one abstention.

6. Motorcycle Parking at the Morgan Street Garage – Chairman Carson called for a motion, which was made by Vice Chairman Twilley, seconded by Commissioner Thompson and carried unanimously, to authorize Mr. Kopencey to attain pricing for a improvements to the Morgan Street Garage, that would allow motorcycles to be parked on Connector Road.
7. Surface Parking Lot Capital Funding – Chairman Carson called for a motion to table this agenda item. The motion was made by Vice Chairman Twilley, seconded by Commissioner Barrueco, and carried unanimously.
8. Treasurer’s Report/Financial Update – Treasurer LeShane reported on the 9-year historical statement of revenues and expenses that accompanied the September financials. On another matter, the Commissioners asked Mr. Kopencey to notify the City that the Authority may not meet budget this year due to shortfalls already identified in certain revenue line items.
9. Open Session – There was no public comment
10. Executive Session – Chairman Carson called for a motion to enter executive session to discuss matters relating to ongoing contract negotiations. The motion was moved by Vice Chairman Twilley, seconded by Commissioner Thompson and unanimously carried.
11. Chairman Carson called for a motion to exit executive session. The motion was moved by Commissioner Thompson, seconded by Commissioner Barrueco and unanimously carried.
12. Adjournment – Chairman Carson called for a motion to adjourn. The motion was moved by Commissioner Barrueco, seconded by Commissioner Thompson and carried unanimously. The meeting adjourned at 11:15 AM.