

Trenton Parking Authority
June 24, 2021

16 E. Hanover St.
Trenton, NJ 08608
Via Remote

Chairman Watson called the meeting to order at 5:05 pm by reading The Open Public Meeting Act.

In Attendance: Chairman William Watson, Commissioners Andrew Worek, Harry Reyes, Anne LaBate, Scott Rice, Evangeline Ugorji and Samuel Tompoe

Absent: None

Interim Executive Director: Perry Shaw; KEJ Associates, LLC

Staff: Patrice Harrison; Office Manager

Legal Counsel: Michael Ash; Carlin & Ward

Council Liaison: Absent

Owners Representative: Lou Garlatti; Albert Garlatti Construction

KEJ Associates, LLC: Kim Jackson: President

Accountant: Ann Zawartkay; Non Profit Accounting Services

Public: None

Approval of Minutes from May 27, 2021:

Chairman Watson asked the Commissioners if they reviewed the May 27, 2021 minutes, if so, do they have any questions or comments. With there being none, Commissioner Reyes motioned to approve the May 27, 2021 minutes, seconded by Commissioner Worek. Vote: 6 yes, 1 oppose, Commissioner Ugorji.

May Reports:

Chairman Watson asked the Commissioners if there were any questions or comments concerning the May financial and expense reports. The board agreed the additional year information clarifies where we stand with the activity in the garages. Commissioner Tompoe motioned to approve the May financial reports, seconded by Commissioner Worek. Vote: 6 yes, 1 oppose, Commissioner Ugorji.

May Expense Checks:

Chairman Watson asked the Commissioners if there were any questions or comments concerning the May expense checks. There were a few questions which were addressed, with there being no further questions, Commissioner Reyes motioned to approve the May expense checks, seconded by Commissioner Rice. Vote: 6 yes, 1 oppose, Commissioner Ugorji.

Chairman Watson called open Ann Zawartkay; Non Profit Accounting Services to review and answer any questions the board may have on the reports Non Profit presented. After answering some questions the board felt to better understand the financials it would be beneficial to have a working session with Non Profit Accounting. This session will be set up for the board.

Warren St. Garage:

- Lou Garlatti stated there are two open items to be completed before the inspection can be done. CO#15, relocation of the sump pump \$2,085.32 and CO#16 Install exhaust fans in the control room \$13,353.53. Motion was made by Commissioner Reyes to approve CO# 15, relocation of the sump pump, not to exceed \$2,085.32, seconded by Commissioner Rice. Vote: 6 yes, 1 abstain, Commissioner Ugorji.

Motion was made by Commissioner Rice to accept the recommendation to install exhaust fans in the control room, seconded by Commissioner Worek. Vote: 5 yes, 1 abstain, Commissioner LaBate and 1 oppose, Commissioner Ugorji.

- Lou Garlatti prepared a timeline for the Hanover St. Elevator project. It showed when the project started to have delays, DCA stating the project is not a rehab but a new build so the application needed to be resubmitted. The timeline showed the progress of the project and when delays occurred.
- Lou Garlatti suggested trying to reach a settlement with THA concerning ASR 6 and ASR 7, both totaling \$45,000. The board felt a fair settlement offer would be \$30,000 not to exceed \$35,000. Motion was made by Commissioner Worek to authorize Lou Garlatti to move forward with an offer of \$30,000 not to exceed \$35,000 to THA to be applied to ASR 6 and ASR7, seconded by Commissioner Reyes. Vote: 6 yes, 1 opposed, Commissioner Ugorji.

Broad and Front Garage:

- Nothing to report

Liberty Commons Garage:

- Nothing to report

Lafayette St. Garage:

- Nothing to report

Merchant St. Lot:

- Nothing to report

Elks Lot:

- Nothing to report.

Interim Executive Director Updates:

The state will be started to come back to work starting mid July. All COVID protocols are still being followed.

Perry Shaw and Phil Jackson met with Kone Elevator concerning our contract and customer service issues. Kone is creating a plan to allow better communication with our staff and cutting our maintenance contract roughly \$100 a month. Also, they will be covering needed maintenance expenses, a cost savings upwards of \$2,500.

An intern will be starting with us for 4 hours per day, this program is run through the county.

The Lafayette Hotel has officially been sold to Common Wealth Hotels.

Staff will be heavy cleaning the garages in preparation for the returning state workers. Kone will be contacted to give a quote for cleaning the elevator shafts.

Tremayne Jackson is going to be Employee of the Month for the second time.

Juneteenth was a success even though the rooftop event was canceled due to the weather. The banner from the event is hanging on the Liberty Commons Garage and the staff was provided with event shirts for the weekend. Kim Jackson pointed out that our staff did a great job manning the event.

Bylaws:

Commissioner Reyes prepared a draft of the bylaws for the board to review. They were asked to send any comments or questions to him for review. After reviewing all questions and comments Commissioner Reyes will submit a revised draft next meeting.

TDA MOU:

This will be tabled for further review. Commissioner LaBate will need to recuse herself from voting since she serves on both boards.

Rate Increase:

Perry Shaw recommended an increase to \$165 per month and increase of \$15 per month. Commissioner LaBate suggested getting rates from garages closer to Trenton rather than the garages more north of here since they tend to be higher. Commissioner LaBate would like the board to consider the fact there will be future need for more residential and weekend parking. There will need to be a discussion surrounding different rates for these parkers. Chairman Watson suggested holding off on the rate increase discussion and putting a committee together to further review and report back to the board. Commissioners Reyes, LaBate and Rice volunteered to sit on the committee. Perry Shaw informed the board that the state leases will be able to be increased with a 2 month notice but the state weaver parking will not be eligible for the increase until next fiscal year.

The Philharmonic will be holding a concert on July 3rd, Liberty Commons Garage will be stay open later to provide parking.

New Business:

Chairman Watson informed the board there is a line item in the state budget for \$1.5 million under Capitol City Redevelopment Authority. These funds are earmarked for the demolition of Broad and Front Garage. George Sowa, Greater Trenton requested the money for the project to make way for future redevelopment of the site. Additional information will follow after the budget is approved.

Commissioner LaBate spoke to Councilwoman Marge Caldwell Wilson concerning the fact she is not able to attend TPA meeting because it coincides with the City Council meetings. Chairman Watson stated the dates can possibly be changed even though TPA meeting dates have not changed. City Council's meeting dates will be reviewed to see where the issue lies and then this will be further discussed to see how we can adjust TPA meeting dates if needed.

Commissioner Ugorji requested the meeting documents earlier then 2 days prior to the meeting. The documents may not be current but Lou Garlatti will submit his facilities report the Friday before the meeting and Patrice Harrison will send the meeting minutes on the same day.

Adjournment of the regular monthly meeting:

Chairman Watson asked if there was further business. With being none, Commissioner Reyes motioned to adjourn, seconded by Commissioner Rice. Commissioners unanimously approved adjournment of the meeting.

Meeting adjourned at 6:42 pm.

Patrice Harrison
Board Secretary