

Trenton Parking Authority
March 25, 2021

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

Chairman Watson called the meeting to order at 5:07 pm by reading The Open Public Meeting Act.

In Attendance: Chairman William Watson, Commissioners Andrew Worek, Harry Reyes, Anne LaBate (entered meeting at 5:27pm), Scott Rice and Evangeline Ugorji (entered meeting at 5:21pm)

Absent: Commissioner Samuel Tompoe

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: Absent

Approval of Revised Minutes from January 28, 2021:

Chairman Watson asked the Commissioners if they reviewed the revised January 28, 2021 minutes, if so, do they have any questions or comments. Commissioner Reyes motioned to approve the revised January 28, 2021 minutes, seconded by Commissioner Worek. Unanimously approved.

Approval of Minutes from February 25, 2021:

Chairman Watson asked the Commissioners if they reviewed the revised February 25, 2021 minutes, if so, do they have any questions or comments. Commissioner Reyes motioned to approve the February 25, 2021 minutes, seconded by Commissioner Rice. Unanimously approved.

Approval of Minutes from Special Meeting March 15, 2021:

Chairman Watson asked the Commissioners if they reviewed the Special Meeting March 15, 2021 minutes, if so, do they have any questions or comments. Commissioner Worek motioned to approve the Special Meeting of March 15, 2021 minutes, seconded by Commissioner Reyes. Unanimously approved.

Approval of Executive Session Minutes from March 15, 2021:

Chairman Watson asked the Commissioners if they reviewed the confidential Executive Session March 15, 2021 minutes, if so, do they have any questions or comments. Commissioner Worek motioned to approve the Executive Session March 15, 2021 minutes, seconded by Commissioner Reyes. Unanimously approved.

February Reports:

Chairman Watson asked the Commissioners if there were any questions or comments concerning the February financial and expense reports. With there being none, Commissioner Reyes motioned to approve the February financial reports, seconded by Commissioner Rice. Unanimously approved.

February Expense Checks:

Chairman Watson asked the Commissioners if there were any questions or comments concerning the February expense checks. With there being none, Commissioner Worek motioned to approve the February expense checks, seconded by Commissioner Rice. Unanimously approved.

Warren St. Garage:

- Lou Garlatti said they are still waiting on the city inspection to get done. J.H. Williams resubmitted the revised paperwork to the city.
- Phase 2 can not be started until after the inspections are done on Hanover elevator and the elevator is running. Lou Garlatti will be getting an updated cost for delays, such as prevailing wage increases. This will be discussed further. Commissioner Worek will assist Lou Garlatti and Mike Ash in the discussions since this Commissioner Worek is well versed in the subject.

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:

Covid situation remains the same with daily cleaning, protective gear and no Covid cases within TPA.

We received \$200 out of the \$800 in gift cards from Comcast for switching to them. Commissioners Rice and LaBate asked how the gift cards get tracked by accountant? We need to make sure they are recorded correctly in Quickbooks so the auditors will be able to reconcile the usage. Perry will reach out to Non Profit Accounting to inquire.

TPA received the final payment for the Liberty Commons fire damage from Travelers Insurance. The \$49,719.90 check was for recoverable depreciation.

Consulting with Phoenix Advisors and Chairman Watson concerning the April 1st bond payment which is roughly \$600,000 short, all needed transfers were completed.

Tony Coleman was the Employee of the Month for February.

DCA informed Perry that an Annual Audit Affidavit needs to be signed by all Commissioners before they can approve the Audit and 2020/21 Budget. Motion was made by Commissioner Reyes to accept the Annual Audit Affidavit, seconded by Commissioner Worek. Vote: 5 yes, 1 opposed, Commissioner Ugorji and 1 absent, Commissioner Tompoe.

RFQ Interim Executive Director Committee:

Mike Ash explained that KEJ Associates, LLC were the only submission for the Interim Executive Director position. Commissioner Reyes reviewed the steps the committee took to evaluate KEJ and came to the conclusion they are very experienced in parking and management therefore the committee recommends KEJ Associates, LLC for the Interim Executive Director position. Motion was made by Commissioner Reyes to award the Interim Executive Director position to KEJ Associates, LLC, seconded by Commissioner Worek. Vote: 4 yes, 2 opposed, Commissioners LaBate and Ugorji. 1 absent, Commissioner Tompoe.

Chairman Watson spoke to George Sowa from Greater Trenton about possibly working with the city to redevelop the Broad and Front site. Chairman Watson asked for authorization to get an appraisal done on the site for both demolition and building. Commissioner Ugorji recommended checking with the city first, they should have appraisals done every year. Commissioner LaBate clarified they may have assessments done annually but not appraisals. Commissioner LaBate advised against spending the money on an appraisal before there is an interested developer. Discussion continued, many suggestions were made,

Commissioner Reyes recommended setting up a sub committee to continue discussion. The committee will consist of Chairman Watson and Commissioners LaBate and Reyes.

OPRA Request:

Chairman Watson spoke of the OPRA Request put forth by Commissioner Ugorji requesting 2 years of invoices. Chairman Watson asked Commissioner Ugorji if she could be more specific since copying 2 years of invoices would take a lot of the time and resources. It was recommended for Commissioner Ugorji to come into the office and review whatever information she needed, this option is open to all Commissioners. The information can not be taken out of the office until Counsel reviews for any confidential information. Commissioners Rice, Reyes and LaBate all suggested ways of adjusting the request to a limited scope of work. One option could be reviewing the previously provided monthly check lists and mark the invoices she would like to review further. Commissioner Ugorji stated her request was not unreasonable and felt there was no reason to adjust it.

Chairman Watson motioned to provide Commissioner Ugorji an accommodation to her request having a more specific and limited scope of work. Commissioner Reyes motion to provide an accommodation to her request having a more specific and limited scope of work, seconded by Commissioner Worek.

Commissioner Rice felt the motion was lacking clarity asking for Commissioner Ugorji to explain qualifying and quantifying the information she needs for her review. Commissioner Ugorji explained she is requesting exactly what was in the OPRA request. Commissioner Rice recommended spot checking invoices, possibly quarterly or do a sampling of 4 or 5 months, her choosing. Would Commissioner Ugorji accept the suggestion?

Mike Ash asked if the accommodation was acceptable to Commissioner Ugorji, her answer was no.

Chairman Watson asked for a motion for a friendly amendment to the original motion and to provide Commissioner Ugorji with a sampling of 5 months of invoices, her choosing. Commissioner Rice motion for a friendly amendment to the original motion and to provide Commissioner Ugorji with a sampling of 5 months of invoices, her choosing, seconded by Commissioner Worek. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 1 abstain, Commissioner LaBate and 1 absent, Commissioner Tompoe.

Adjournment of the regular monthly meeting:

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

Meeting adjourned at 6:40 pm.

Patrice Harrison
Board Secretary