

**Trenton Parking Authority**  
**May 27, 2021**

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

Chairman Watson called the meeting to order at 5:04 pm by reading The Open Public Meeting Act.

**In Attendance:** Chairman William Watson, Commissioners Harry Reyes, Anne LaBate, Scott Rice and Evangeline Ugorji

**Absent:** Commissioner Samuel Tompoe and Andrew Worek

**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

**Public:** None

**Approval of Minutes from April 22, 2021:**

Chairman Watson asked the Commissioners if they reviewed the April 22, 2021 minutes, if so, do they have any questions or comments. Commissioner LaBate questioned the sentence “Chairman Watson asked Commissioner LaBate to provide Lou Garlatti with an outline of the way it should be laid out.” Commissioner LaBate did not recall that request. Patrice Harrison will strike it from the minutes. Commissioner Reyes motioned to approve the April 22, 2021 minutes with said correction, seconded by Commissioner Rice. Vote: 3 yes, 1 oppose, Commissioner Ugorji and 1 abstain, Commissioner LaBate.

**April Reports:**

Chairman Watson asked the Commissioners if there were any questions or comments concerning the April financial and expense reports. Commissioner LaBate suggested adding an additional year to the reports since COVID 19 closures started this time last year and the monthly numbers are not a true record. The board agreed with the suggestion. Commissioner Rice motioned to approve the April financial reports, seconded by Commissioner LaBate. Vote: 4 yes, 1 oppose, Commissioner Ugorji.

**April Expense Checks:**

Chairman Watson asked the Commissioners if there were any questions or comments concerning the April expense checks. With there being none, Commissioner Reyes motioned to approve the April expense checks, seconded by Commissioner LaBate. Vote: 4 yes, 1 oppose, Commissioner Ugorji.

**Warren St. Garage:**

- Lou Garlatti was asked to supply the board with a breakdown of ASR 6&7. He presented the breakout and explained THA billed for 315 hours, roughly \$60,000, which after credits are applied would be more like \$35,000. Lou Garlatti compared the hours to his own, which came to 167 hours. He feels since THA’s work was more detailed then his, the billed hours are correct. He explained there were several issues in the beginning of the project and redesigns needed to be done after each change order. He feels an offer of \$35,000 would be reasonable. There were many delays with the contractor JH Williams such as replacing Schindler Elevator with Otis, the elevator pit issues, fabrication of the elevator and final inspections. Also, THA needed to address requirements from DCA that were not included in the original bids.

- Mike Ash said the permits were filed for a rehab project and DCA said, no the project needs two totally new elevators therefore the permits needed to be filed for full replacements.
- The board requested a synopsis of how the billing got to this point. Can it please be provided prior to next months meeting so that if there are questions they can be addressed prior to the meeting. Lou Garlatti said he will also provide the same information for JH Williams.

**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 protocols continue, the state is still looking at possibly September for employees to start returning.

The 2020/21 Audit was submitted and accepted.

The 2020/21 Budget was accepted.

The Lafayette Hotel has been sold to Common Wealth Hotels. The hotel brand provides partial Veterans housing and part hotel. Commissioner Rice asked when would be the time to speak to the new owners about the folio card system and whether we approach them or wait for them to approach us. Chairman Watson said to wait until the new owners are in to have the conversation and let them come to us with their parking needs.

Director Shaw said there have been several meetings surrounding the Juneteenth events. They covered such things as the bike race and making an app for the event. The committee is requesting a spot to hold a "Thank you" event for the volunteers and sponsors. After discussing with Mike Ash and Chairman Watson there is a possibility of holding the event on the roof of the Lafayette Garage. They would have to have the correct insurance and documents. Mike Ash would write up a site license agreement. The board would need to authorize to negotiate and execute the license agreement for the event. Commissioner LaBate mentioned putting a rain clause in the agreement possibly stating the event will be moved to the level below if it rains. Chairman Watson suggested having tents set up but other Commissioners advised against it because they can not be anchored down. Another suggestion was in front of the garage if needed. Chairman Watson asked the board if all agreed to move forward with the licensing agreement. All Commissions agreed.

Kim Jackson said she came to the office during the week and walked the garages with Perry Shaw. She felt the lower levels of the garage will be too low to accommodate the event. Ms. Jackson made suggestions to Perry Shaw about what simple maintenance can be done to clean up the garages before workers start to come back. Other than that everything is going well with staff.

Bylaw were put on hold until the next meeting.

**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 LaBate. Commissioners unanimously approved adjournment of the meeting.

**Meeting adjourned at 6:06 pm.**

Patrice Harrison  
Board Secretary