

**Trenton Parking Authority  
Regular Monthly Meeting  
August 23, 2023**

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

**In Attendance:** Chairperson Anne LaBate, Scott Rice, Lindi Ashton, Samuel Tompoe, Evangeline Ugorji and Nancy Ugalde (left meeting at 5:47pm)

**Absent:** Commissioner Joseph Mamman

**Council Liaison:** Absent

**Staff:** Patrice Harrison; Office Manager  
Phil Jackson, Operations Supervisor

**Legal Counsel:** Michael Ash; Carlin, Ward, Ash and Heiart

**Owner's Representative:** Lou Garlatti; Garlatti Construction

**Public:** Willard Stanback; CCRC  
Grace Fernandez; New Merchant

Chairperson LaBate opened the regular monthly meeting at 5:01pm by reading Notice of the Open Public Meeting Act.

**Approval of Minutes from July 26, 2023:**

Chairperson LaBate asked the Commissioners if they reviewed the July 26, 2023, minutes, if so, do they have any questions or comments. With there being none, Chairperson LaBate motioned to approve the July 26, 2023 minutes, seconded by Commissioner Tompoe. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 2 absent at time of motion, Commissioner Ugalde and Commissioner Mamman

**Approval of Minutes from July 26, 2023 Executive Session:**

Chairperson LaBate asked the Commissioners if they reviewed the July 26, 2023, Executive Session minutes, if so, do they have any questions or comments. With there being none, Chairperson LaBate motioned to approve the July 26, 2023 Executive Session minutes, seconded by Commissioner Rice. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 2 absent at time of motion, Commissioner Ugalde and Commissioner Mamman

**July 2023 Garage Financial Reports:**

Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the July 2023 financial and expense reports. Commissioner Rice noted a significant decrease in transient parkers over June, and asked what was the cause? Phil Jackson explained most of the decrease was caused by the courthouse activity since it is summer. With there being no further questions or comments, Chairperson LaBate motioned to approve the July 2023 financial report, seconded by Commissioner Tompoe. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 2 absent at time of motion, Commissioner Ugalde and Commissioner Mamman

**July 2023 Expense Checks:**

Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the July expense checks. Commissioner Rice and Commissioner Ugorji questioned the NJEDA Grant consulting invoices for Nassau Capital Advisors, Farewell Architects and NJ Future payments. Chairperson LaBate explained these are the consultants included in the NJEDA grant application to assist with the different aspects of the Grant. Farewell Architects will provide exhibits simulating the different development options as discussed. NJ Future is gathering all the stakeholder and community information and ideas, preparing reports to use for the project. Nassau Capital Advisors will assist with development and circulation of the RFEI (Request for Expressions of Interest.) With no further questions, Chairperson LaBate motioned to approve the July expense checks, seconded by Commissioner Rice. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 2 absent at time of motion, Commissioner Ugalde and Commissioner Mamman

Chairperson LaBate and the board reviewed the Non-Profit Accounting reports for both June 2023 and July 2023 and the Phoenix Advisors Reports. Chairperson LaBate said we seem to be on track for both the October 1, 2023 and the April 2024 bond payments.

**Chairperson's comments:**

The 2022 Budget was certified by DCA and asked the board to move to adopt it. Motion was made by Chairperson LaBate to Adopt the 2022 Budget, seconded by Commissioner Tompoe. Vote: 4 yes, 1 oppose, Commissioner Ugorji, 1 Abstain, Commissioner Ugalde and 1 absent, Commissioner Mamman.

The 2023 Budget is complete and ready for approval. Chairperson LaBate motioned to approve the 2023 Budget, seconded by Commissioner Rice. Vote: 4 yes, 1 oppose, Commissioner Ugorji, 1 Abstain, Commissioner Ugalde and 1 absent, Commissioner Mamman.

There was a second meeting held to discuss the Broad and Front Redevelopment/NJEDA Asset Activation which included stakeholder and community members. There was a good turnout of about 62 people who gave good ideas of what they would like to see in that location. They were also given a flyer with a QR Code to scan and complete a survey. This information is being gathered by NJ Future to use for incorporation into the RFEI. The next meeting will be September 25<sup>th</sup> 6:30 pm, at Mercer County College, fliers will made up and distributed prior to the meeting.

Chairperson LaBate explained 2 of the RFQ's are going to be revised and reissued, the Owner's Rep and the Accounting Services.

Mike Ash informed the board the Broad and Front Demolition citation scheduled for August 21, 2023 has been postponed until such time as we have a more current structural report for the building. Previously, there was a meeting with Hank Guanieri, the Interim City Construction official to discuss the situation and outline the strategy TPA has in place. Mr. Guanieri feels that our case should be heard in front of the appeals board so that it is not just one individual making a decision. The Inspector would like a structural assessment done before allowing construction or testing done at the site for safety reasons. We asked Lou Garlatti to reach out to THA Consultants to provide us with a quote for the Structural Assessment which he provided for the board to review and move on. Chairperson LaBate motioned to approve THA Consultants to perform a structural assessment on the Broad and Front Garage at a cost of \$10,800, seconded by Commissioner Rice. Vote: 4 yes, 1 opposed, Commissioner Ugorji and 2 absent, Commissioner Ugalde (left meeting at 5:47pm) and Commissioner Mamman.

Mike Ash explained that the assessment will tell us whether the building is sound or it may need some sort of shoring. We will see after the assessment is complete. Chairperson LaBate mentioned Willard Stanback, CCRC is present on the meeting and noted that \$156,000 CCRC is releasing to TPA should be able cover the structure

analysis.

Lou Garlatti said the punch list for the Warren St. Elevator Project is nearly complete. When this is complete the final billing will be filed.

**Warren St. Garage:**

- See above reference.

**Broad and Front Garage:**

- See above reference.

**Liberty Commons Garage:**

- Nothing to report.

**Lafayette St. Garage:**

- Nothing to report.

**Merchant St. Lot:**

- Nothing to report.

**Elks Lot:**

- Nothing to report.

Chairperson LaBate explained that since the 2022 and the 2023 Budgets were late there will need to be a Late Budget Resolution passed. Chairperson LaBate motioned to approve the 2021/22 Late Budget Resolution, seconded by Commissioner Tompoe. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 2 absent, Commissioners Ugalde and Mamman.

Chairperson LaBate motioned to approve the 2022/23 Late Budget Resolution, seconded by Commissioner Rice. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 2 absent, Commissioners Ugalde and Mamman.

John Herriott; Network Connex, supplied sample photos of the proposed antennas to the board. Commissioner Rice questioned the placement of the generator, Phil Jackson explained they will be installing it in the same area as the electrical equipment for the garage, it will not take up any usable space. Also, Phil Jackson verified the generator will run on natural gas. Chairperson LaBate asked Mike Ash is an approval of the agreement would need to be passed at this time, in which he explained not at this time. There are many more steps to be completed before the agreement would be ready. The board all agreed to move forward with the project.

The CGI project is back on, they will have a team of students from Caldwell University available this fall to do analysis on TPA's parking data and garage usage. Commissioner Rice will be reaching out to them to set it up, he will be the lead Commissioner on this project. Commissioners questioned the advantage of the study, Chairperson LaBate explained they analysis will help us better understand the true occupancy of our locations and the students may be able to prepare a daily report that TPA staff can maintain and update regularly going forward.

Commissioner Ugorji reiterated the fact that she has been asking for documents and information for a long time and has not received them so why would we be giving the information to CGI? Chairperson LaBate explained this is totally different information they will gather, this would be garage data not financial. Commissioner Ugorji continued to argue leading Commissioner Rice to call for the Chairperson to call the meeting back to order since the conversation was out of order.

Chairperson LaBate motioned to approve the agreement with CGI to do an analysis on our parking data, seconded by Commissioner Rice. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 2 absent, Commissioners Ugalde and Mamman.

**Public Comments:**

CCRC Board member Willard Stanback will be attending the monthly board meeting to ascertain the information for the Broad and Front St. Garage demolition project and make sure the process is promptly moving forward.

Grace Fernandez is opening a trade school on East State St. and was interested in finding out more information about TPA and the parking downtown. As of now, they park in the Liberty Commons Garage and have found the staff to be very helpful, for example one of the her staff members got locked in the garage after hours; thankfully Phil Jackson was able to come and let them out. Phil was very helpful and it was appreciated.

Chairperson LaBate motioned to enter into an Executive Session to discuss personnel matters, seconded by Commissioner Rice. All in favor

Entered into Executive Session at 6:26pm

Chairperson reopened the Regular Monthly Meeting at 6:51pm

**Adjournment of the regular monthly meeting:**

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

**Meeting adjourned at 6:52 pm.**

Patrice Harrison  
Board Secretary