

**Trenton Parking Authority  
Regular Monthly Meeting  
January 24, 2024**

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

**In Attendance:** Chairperson Anne LaBate, Scott Rice, Samuel Tompoe, Lindi Ashton and Evangeline Ugori

**Absent:** Commissioners Joseph Mamman and Nancy Ugalde

**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

Chairperson LaBate opened the regular monthly meeting at 5:05pm by reading Notice of the Open Public Meeting Act.

**Approval of Minutes from December 6, 2023:**

Chairperson LaBate asked the Commissioners if they reviewed the December 6, 2023, minutes, if so, do they have any questions or comments. With there being none, Chairperson LaBate motioned to approve the December 6, 2023 minutes, seconded by Commissioner Tompoe. Vote: 4 yes, 1 opposed, Commissioner Ugorji

**December 2023 Garage Financial Reports:**

Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the December 2023 financial and expense reports. With there being none, Chairperson LaBate motioned to approve the December 2023 financial report, seconded by Commissioner Rice. Vote: 4 yes; 1 opposed, Commissioner Ugorji.

**December 2023 Expense Checks:**

Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the December expense checks. Commissioner Rice and Commissioner Ugorji asked for further explanation on several checks, in which Patrice Harrison supplied more details. With there being nothing further, Chairperson LaBate motioned to approve the December 2023 expense checks, seconded by Commissioner Tompoe. Vote: 4 yes; 1 opposed, Commissioner Ugorji

Chairperson LaBate and the board reviewed the Phoenix Advisors report for November 2023, noting the Non Profit Accounting report was not yet received. We continue to be on track for the next bond payments.

Chairperson LaBate suggested switching the agenda around to accommodate both Lou Garlatti and Commissioner Ugorji since they have prior commitments. She asked for Lou Garlatti to present his facilities updates.

The Broad and Front Garage Stabilization Bids were due on January 22<sup>nd</sup>, 5 bids in total were received. The low bidder was Sealcrete at \$31,130. THA Consulting, along with Lou Garlatti and Mike Ash recommend awarding Sealcrete the B&F Stabilization Project. Chairperson LaBate motioned to approve THA Consulting's recommendation to award Sealcrete the Broad and Front Garage Stabilization Project, seconded by Commissioner Rice. Vote: 4 yes, 1 abstain, Commissioner Ugorji and 2 absent, Commissioners Ugalde and Mamman.

Commissioner Ugorji requested the bid documents be resent to her for her review since they were sent after she received her meeting packet.

Commissioner Ugorji questioned why we are doing the stabilization work on the B&F Garage when it will be getting demolished? Chairperson LaBate explained these are the steps that need to be taken in order to prepare the garage to be demolished, and to comply with the Mercer County Construction Board of Review's requirements of TPA.

Lou Garlatti asked the board for approval on the final documents for the Warren St. Elevator Project Phase 2. He is asking for approval for COR#22 Contract Credit Issued for unused items in the amount of \$65,000. Chairperson LaBate motioned to approve COR#22 for Contract Credit Issued for unused items in the amount of \$65,000, seconded by Commissioner Rice. Unanimously approved.

Next, Lou Garlatti asked the board to approve the final payment to J.H. William for the Warren St. Elevator Project in the amount of \$82,091.53. Chairperson LaBate motioned to approve the final payment to J.H. William for the Warren St. Elevator Project in the amount of \$82,091.53, seconded by Commissioner Ashton. Vote: 4 yes, 1 abstain, Commissioner Ugorji, 2 absent, Commissioners Ugalde and Mamman.

**Warren St. Garage:**

- See above

**Broad and Front Garage:**

- See above

**Liberty Commons Garage:**

- Nothing to report.

**Lafayette St. Garage:**

- Nothing to report.

**Merchant St. Lot:**

- Nothing to report.

**Elks Lot:**

- Nothing to report.

**Chairperson's comments:**

The final report for the Broad and Front Redevelopment/NJEDA Asset Activation grant is still being prepared, they would like to be kept abreast as the project moves forward. The REFI documents are delayed since there is still further information needed.

CCRC was provided a report outlining the ongoing expenses. TPA received a letter from Cathy Nichols on behalf of CCRC stating, without specificity, that expenses itemized in our November 22, 2023 report do not align with the scope outlined in the grant agreement. Chairperson LaBate noted that Exhibit B of the grant encompassed the items outlined by our Owner's representative, Lou Garlatti. We had reviewed these expenses with him and confirmed that the work being done does indeed fit within the Exhibit B scope. TPA is requesting an extension of the grant. We will have a discussion with them in this regard prior to our next meeting. Or alternatively, a letter will be sent asking for justification and specificity as to the rejection, so TPA can better understand their concerns. Importantly, the grant funds are a part of a \$1.5 million state allocation awarded to demolish the structure. The steps we are taking are both necessary and required by the Mercer County Construction Board of Appeals.

Commissioner Ugorji feels we should request help with the demolition cost from the city since it was originally their facility. The city should ease up on the violation since they know the garage and the issues it had even before TPA took it over. Commissioner Rice explained the situation is a little more complex than that, TPA bought the garage from the city and ran it and profited from it for several years before TPA decided to close it. It

is now a present liability and needs to be demolished. Commissioner Ugorji asked Mike Ash to do further research to see if there is anything we can do with the city.

Chairperson LaBate explained that the TD Ameritrade Account is now through Charles Schwab, resulting from a full takeover by the Charles Schwab Company of TD Ameritrade accounts. She is asking for the board to approve a resolution recognizing this change. Chairperson LaBate motioned to approve the resolution, seconded by Commissioner Rice. Vote: 4 yes, 1 abstain, Commissioner Ugorji, 2 absent, Commissioners Ugalde and Mamman.

Chairperson LaBate explained the reorganizational meeting should be realigned with the fiscal year. Commissioner Ugorji argued the legitimacy of changing the date but both Mike Ash and Chairperson LaBate said it should never have been changed in the first place and the board had the ability to realign it.

Chairperson LaBate asked Commissioner Ashton if there any new information concerning the HR issue that was previously addressed. Commissioner Ashton explained that since the claim is not related to a "Protected Class" it is difficult to find a professional to assist us in addressing the claim. After further difficult discussion, the board decided to go into executive session to finish the discussion. Commissioner Ugorji had to leave the meeting for a prior engagement.

Chairperson LaBate motioned to enter an Executive Session, seconded by Commissioner Rice. Unanimously approved.

Entered into Executive Session at 6:20pm.

Executive Session adjourned and regular meeting reopened at 6:37pm.

**Adjournment of the regular monthly meeting:**

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

**Meeting adjourned at 6:38 pm.**

Patrice Harrison  
Board Secretary