

**Trenton Parking Authority**

**December 19, 2013**

16 E. Hanover St.

Trenton, NJ 08608

Chairman Harry Reyes called the meeting to order at 5:00 pm by reading The Open Public Meeting Act.

**In Attendance:** Chairman Harry Reyes, Commissioners Andrew Worek, Scott Rice, Melody Freeman, Duncan Harrison and Anne LaBate

**Absent:** None

**Staff:** Patrice Harrison

**Managing Consultant:** COO Walter D. Smith

**Legal Counsel:** Len Bier; Bier Associates

**Council Liaison:** Absent

**Owners Representative:** Absent

**Presentation:**

Chairman Reyes called upon Warren Broudey and Digesh Patel of Mercadien P.C. to present first quarter financial report. Digesh Patel explained that they removed carrying Broad and Front Garage from the books. Overall TPA's financial situation is looking good.

**Approval of Minutes from November 21, 2013:**

Chairman Reyes asked the Commissioners if they reviewed the November 21, 2013 minutes, if so, do they have any questions or comments. With there being none, Commissioner Rice motioned to approve the November 21, 2013 minutes, seconded by Commissioner Worek. The November 21, 2013 minutes were unanimously approved.

**Financial Reports:**

Chairman Reyes asked the Commissioners if there were any questions or comments concerning the November financial and expense reports. With there being none, Commissioner Freeman motioned to accept the November financial reports, seconded by Commissioner Worek. The November financial reports were unanimously accepted.

Commissioner Freeman motioned to approve the November expense checks, seconded by Commissioner Worek. The November expense checks were unanimously approved.

**Project Summary:** (presented by Mr. Smith)

**Broad & Front Garage:**

- Assessment being completed

**Lafayette Garage:**

- Nothing to report

**Liberty Commons Garage:**

- Elevator #2 brakes went out and Schindler is stating that the elevator is obsolete so they can't get the parts. Mr. Smith is working the representative to resolve the issue.

**Merchant St. Lot:**

- Nothing to report

**Warren St. Garage:**

- Hamilton machine is scheduled to be installed by end of January.

## **Director's Comments**

### **Waiver Parking:**

There will be an additional 53 Waiver parkers at Lafayette Garage as of February 1, 2014.

### **Monthly Cash Payments:**

No cash payments in the office, is going well.

### **Parking Audit:**

Commissioner Worek withdrew having half the study paid by the city. TPA will pay the full cost of the study. After addressing many objections from the city, Len Bier will be dealing directly with DCA concerning the study.

### **Restructuring:**

The organization will be looking at restructuring options in January.

### **5 Year Capital Plan:**

We will be working with Steve Shannon to put together a (5) Year Capital Plan for the upcoming Budget.

### **Equipment:**

Meeting with Best Associates to discuss the equipment breaking down and develop equipment transition plan upgrade.

### **Lafayette Hotel Bankruptcy:**

Mr. Smith had a conversation with the hotel's lawyer concerning the balance owed. TPA was to be named in the bankruptcy as a critical vendor and receive the outstanding balance. The hotel's attorney will check into the matter. The current parking agreement will stay in place until further notice.

### **Bayville:**

Default letters were sent to all parties. Walter Smith spoke with Bayville's attorney regarding a meeting to discuss situation.

### **Bond Arbitrage:**

With doing the Bond Refinancing, a Bond Arbitrage has to be done at the cost of \$2,500.00. Walter Smith asked for a motion to approve this expense. Commissioner Worek motioned to approve the Bond Arbitrage to be done at the cost of \$2,500.00, seconded by Commissioner LaBate. All Commissioners approved the Bond Arbitrage.

### **Stockton Arms:**

Stockton Arms Apartments are interested in parking spaces in the Merchant St. lot. Walter Smith will be meeting with them to discuss this further.

### **Vacation:**

Walter Smith and Patrice Harrison will be out of the office starting December 24, 2013 and returning January 2, 2014.

Chairman Reyes called for a motioned to enter into Executive Session to discuss personnel issues. Commissioner LaBate moved the motion, seconded by Commissioner Worek. The Board entered into Executive Session at 5:49 pm.

Chairman Reyes called for motioned to adjourn the Executive Session at 6:03 pm. Commissioner LaBate moved the motion, seconded by Commissioner Freeman. The motion was unanimously approved.

### **Adjournment:**

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

**Meeting adjourned at 6:04 pm.**

Patrice Harrison  
Board Secretary