

Trenton Parking Authority

July 24, 2014

16 E. Hanover St.
Trenton, NJ 08608

Chairman Harry Reyes called the meeting to order at 5: 03 pm by reading The Open Public Meeting Act.

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

Absent: None

Staff: Patrice Harrison

Managing Consultant: COO Walter D. Smith

Legal Counsel: Len Bier; Bier Associates

Council Liaison: Councilman Duncan Harrison

Owners Representative: Steve Shannon

Chairman Harry Reyes turned the meeting over to Len Bier at 5:05 for the annual reorganization

Chairman Andrew Worek re-opened the regular meeting at 5:12

Approval of Minutes from June 26, 2014:

Chairman Worek asked the Commissioners if they reviewed the June 26, 2014 minutes, if so, do they have any questions or comments. With there being none, Commissioner Freeman motioned to approve the June 26, 2014 minutes, seconded by Commissioner Reyes. The June 26, 2014 minutes were unanimously approved.

Reports:

Chairman Worek asked the Commissioners if there were any questions or comments concerning the June financial and expense reports. Commissioner LaBate pointed out the Lafayette Garage report still has Marriott in the title, this will be corrected. With the said correction, Commissioner Reyes motioned to accept the June financial reports, seconded by Commissioner Freeman. The June financial reports were unanimously accepted.

Commissioner Rice inquired about a payment for lighting repairs made to the Lafayette roof lamps and the payment for Besam Doors. After Walter Smith addressed his questions, Commissioner Reyes motion to approve the June expense checks, seconded by Commissioner Rice. The June expense checks were unanimously approved.

2014-2015 Budget Adoption:

Walter Smith received the certified 2014-2015 Budget back from DCA for the board to adopt. Commissioner LaBate motioned to adopt the 2014-2015 Budget, seconded by Commissioner Reyes. The motioned to adopt the 2014-2015 Budget was unanimously approved.

Commissioner LaBate left meeting at 5:35 pm.

Project Summary: (presented by Mr. Smith)

Lafayette Garage:

- Nothing to report

Liberty Commons Garage:

- The egress is not complete due to Jerry Howell having a personal setback. The panic bar and some fencing still need to be completed.
- Lighting needs to be completed and trees cut back at the egress exit.

Warren St. Garage:

- Nothing to report

Merchant St. Lot:

- Sink hole is repaired.

Broad & Front Garage:

- Engineer quoted \$17,500 to prepare bid documents for Broad and Front repairs. Walter Smith is asking for authorization to approve Engineer quote, not to exceed \$18,000. Commissioner Rice motioned to authorize Walter Smith to approve Engineer quote, not to exceed \$18,000, seconded by Commissioner Reyes. Authorization for Walter Smith to approve Engineer quote, not to exceed \$18,000 was unanimously approved.

Director's Comments

Bayville:

Len Bier is finalizing agreement.

PSE&G Update:

The agreement is being amended to a License Agreement since PSE&G wants TPA to operate the garage. The price per card will increase to \$133.00 per month to cover the operational costs.

Parking Study:

Len Bier informed the board that interns from Rutgers College are preparing an occupancy study on the meters.

Lighting Update:

Think Lite is proposing to retrofit all the current lights in the garage facilities and TPA's upfront cost is \$180,000. There is a state rebate of \$55,000 and the annual projected saving is 50,000 with a project rate of return (ROI) of 2.5 years. Walter Smith is asking the board for authorization to sign the agreement with Think Lite. Motion was made by Commissioner Rice to authorize Walter Smith to sign the agreement with Think Lite, seconded by Commissioner Reyes. Motion to authorize Walter Smith to sign the agreement with Think Lite was unanimously approved.

Operations installed a trial gorilla pole in one of the Elks Lot parking spaces. The plan is to make the Elks Lot a reserve parking lot.

Chairman Worek asked for a motion to enter into an Executive Session to discuss personnel matters. Motion was made by Commissioner Reyes to enter into Executive Session to discuss personnel matters, seconded by Commissioner Rice. The motion was unanimously approved. The board entered into Executive Session at 5:49 pm.

Commissioner Reyes motioned to adjourn the Executive Session, seconded by Commissioner Freeman. The motion was unanimously approved. Executive Session adjourned at 5:52 pm.

Regular monthly meeting was reopened at 5:52 pm.

Walter Smith thanked Harry Reyes for serving as Chairman for the past year.

Adjournment:

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

Meeting adjourned at 5:53pm.

Patrice Harrison
Board Secretary