

Trenton Parking Authority
May 22, 2014
16 E. Hanover St.
Trenton, NJ 08608

Chairman Harry Reyes called the meeting to order at 5:08 pm by reading The Open Public Meeting Act.

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

Note: Commissioner Harrison arrived @ 5:20

Staff: None

Managing Consultant: COO Walter D. Smith

Legal Counsel: Len Bier; Bier Associates

Council Liaison: Absent

Owners Representative: Stephen Shannon

Approval of Minutes from March 27, 2014:

Chairman Reyes asked the Commissioners if they reviewed the March 27, 2014 minutes, if so, do they have any questions or comments. With there being none, Commissioner Freeman motioned to approve the March 27, 2014 minutes, seconded by Commissioner Worek. **Note: April meeting was canceled due to lack of quorum.**

Reports:

Chairman Reyes asked the Commissioners if there were any questions or comments concerning the March financial and expense reports. With there being none, Commissioner Worek motioned to accept the March financial reports, seconded by Commissioner Rice. The March financial reports were unanimously accepted. Commissioner Harrison was not in attendance.

Chairman Reyes asked the Commissioners if there were any questions or comments concerning the April financial and expense reports. With there being none, Commissioner Worek motioned to accept the April financial reports, seconded by Commissioner Rice. The April financial reports were unanimously accepted. Commissioner Harrison was not in attendance.

Commissioner Rice motioned to approve the March expense checks, seconded by Commissioner Freeman. The March expense checks were unanimously approved. Commissioner Harrison was not in attendance.

Commissioner Rice motioned to approve the April expense checks, seconded by Commissioner Worek. The April expense checks were unanimously approved. Commissioner Harrison was not in attendance.

Note: Commissioner Harrison joined the meeting at 5:20

Project Summary: (presented by Mr. Smith)

Broad & Front Garage:

- Stephen Shannon will provide update on RFP status for the work required to re-open garage.

Liberty Commons Garage:

- Elevator #2 work completed by Schindler.
- Howell Construction is waiting for the gate assembly to be completed.

Warren St. Garage:

- Customer feedback is positive concerning the ability to now use credit cards at this site.

Merchant St. Lot:

- Marisol Ramos is gathering information on CCTV.

Lafayette:

- Nothing to report

Director's Comments

Parking Audit:

Mr. Bier received some of the requested information from City of Trenton regarding the parking study. He will reach out to the city representative concerning the time table for receiving the remaining information.

Bayville:

Mr. Bier forwarded the license agreement to Bayville Holdings attorney for review. The agreement outlines for Bayville to pay TPA a lump sum of \$10,000 plus an additional \$2,000 per month towards arrears while keeping their bill current. They will also be decreasing their spaces to 34.

Lafayette Hotel:

The owners of the hotel received parking term document and TPA is waiting for their response.

PSE&G:

PSE&G received lease terms document and TPA for Broad & Front Garage and TPA is waiting for response.

Professional Service RFQ's:

Chairman Reyes appointed the following commissioners to serve on the RFP review committee: Commissioner Worek will chair the committee and commissioners Freeman and Rice serve as members.

Operations Reorganization Plan:

The Board approved via consensus to continue with Phase two of the reorganization plan. Phase two calls for the reduction in supervisory staff from three to two full-time positions and creating a part-time weekend supervisor position. Furthermore, Merchant full day rate was increased from \$7.00 to \$10.00.

Financial Disclosure Statements

Mr. Smith will follow up with the City of Trenton's Clerk regarding when TPA will receive electronic filing instruction.

LYCDC Bankruptcy Settlement:

TPA received \$30,000 settlement payment.

Trenton Film Festival

The Board unanimously approved Mr. Henderson request for extended hours of operations for Liberty commons Garage on 6/19, 6/20 and 6/21.

Priority Resolutions:

The Commissioners approved the resolution authorizing proprietary purchase of parking access revenue control systems for Liberty Commons and Lafayette Garages.

Adjournment:

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

Meeting adjourned at 6:08 pm.

Walter D. Smith
Chief Operating Officer