

**Trenton Parking Authority**

**May 28, 2020**

16 E. Hanover St.

Trenton, NJ 08608

Emergency Meeting

Via Remote

Chairman Watson called the meeting to order at 5:04 pm by reading The Open Public Meeting Act.

**In Attendance:** Chairman William Watson, Commissioners Andrew Worek, Anne LaBate, Harry Reyes, Scott Rice and Sam Tompoe, arriving 5:45pm.

**Absent:** Commissioner Evangeline Ugorji

**Interim Executive Director:** Perry Shaw; KEJ Associates, LLC

**Staff:** Patrice Harrison; Office Manager

**Nexus:** Mike Ciesielka, President

**Legal Counsel:** Michael Ash; Carlin & Ward

**Council Liaison:** Absent

**Owners Representative:** Lou Garlatti; Albert Garlatti Construction

**KEJ Associates, LLC:** Kimberly Jackson and Wesley Pollard

**Approval of Minutes from April 23, 2020:**

Chairman Watson asked the Commissioners if they reviewed the April 23, 2020 minutes, if so, do they have any questions or comments. With there being none, Commissioner Worek motioned to approve the April 23, 2020 minutes, Commissioner LaBate seconded the motion. The April minutes were unanimously approved.

**April Reports:**

Chairman Watson asked the Commissioners if there were any questions or comments concerning the April financial and expense reports. Commissioner Reyes motioned to approve the April financial reports, seconded by Commissioner LaBate. The financial reports were unanimously approved.

### **April Expense Checks:**

Chairman Watson asked the Commissioners if there were any questions or comments concerning the April expense checks. With there being nothing more, Commissioner Reyes motioned to approve the April expense checks, seconded by Commissioner Rice. The April expense checks were unanimously approved.

### **Finance Committee:**

Chairman Watson called upon Commissioners LaBate and Rice to discuss the financial report.

The committee prepared a report outlining the more significant accounts. There were several inconsistencies in the paper after looking at the monthly financial reports, so the committee will continue to update the information. Commissioner LaBate suggested a meeting with the Bond Counsel, McManimon and Scotland to discuss whether there are any available programs to assist during the COVID 19 shutdown. Also, Mike Ash suggested speaking to Bond Counsel about possibly refinancing, the rates are low. Executive Director Shaw will reach out to McManimon and Scotland to set up the meeting.

Commissioner Worek said state waiver parking will most likely be canceled for the new fiscal year. Commissioner LaBate asked Patrice Harrison for a breakdown of all accounts larger than 5 access cards.

She asked Mike Ash if we would qualify for any programs such as a PPP Loan? Mike said not at this time but he will continue to look out for the upcoming legislation package that may include state and local government entities.

The committee suggested transferring funds from the US Bank Project Fund into the Renewal and Replacement account, which at this time has a balance of approximately \$39,000. The transferred funds will cover remaining Warren St. Elevator project invoices. Motion was made by Commissioner LaBate to transfer said funds into the Renewal and Replacement Account, seconded by Commissioner Reyes. The motion was unanimously approved.

### **Nexus Report:**

Mike Ciesielka suggested getting information about new technology to help run the garages more efficiently during this time.

Chairman Watson asked Kim Jackson; KEJ Associates, LLC, how things are going with the parking in Princeton. Kim Jackson said it seems to be the same everywhere, the garages are empty and the future is unknown.

### **Warren St. Garage:**

- Hanover St. elevator is nearing completion which should be around the end of June.
- Further discussion will be held concerning the Warren St. elevator issues before moving forward.

### **Broad and Front Garage:**

- Lou Garlatti will be getting quotes for stamped concrete that will resemble the bricks. Will report back at next months meeting. Commissioner Worek suggested holding off on the sidewalk repairs until they have a better understanding of the financial impact the COVID 19 shutdown will have on TPA.

**Liberty Commons Garage:**

- Director Shaw updated the board concerning the fire damage repairs. The electrical is complete and Best will be coming to install the new equipment. ServPro will continue cleaning when this work is complete.

**Lafayette St. Garage:**

- Nothing to report

**Merchant St. Lot:**

- Nothing to report

Executive Director Shaw updated the board on the status of the 7% surcharge. The city inquired about the payment and were informed there is very little daily revenue coming in due to the shutdown. When all parking resumes a payment will be made to the city. The city is willing to work with TPA during this time.

**COVID 19:**

Director Shaw said the state is still planning on starting back on June 15th. Meanwhile, Servpro cleaned the offices and the staff will continue cleaning and disinfecting all locations. All staff was provided masks and gloves to be worn during their shift. Plexiglass shields were ordered for Gloria's and Roberta's desks. Also, the office and garage painting continues.

The Spirit Shop store front was broken into and the man was arrested. He cut his leg and left a trail of bloody footprints right his door.

Director Shaw said Comcast is moving forward.

**Adjournment of the regular monthly meeting:**

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

**Meeting adjourned at 6:11 pm.**

Patrice Harrison

Board Secretary