

**Trenton Parking Authority
October 22, 2020**

16 E. Hanover St.
Trenton, NJ 08608
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, Harry Reyes, Anne LaBate, Scott Rice, Evangeline Ugorji and Samuel Tompoe

Absent: None

Interim Executive Director: Perry Shaw; KEJ Associates, LLC

Staff: Patrice Harrison; Office Manager

Nexus: Absent

Legal Counsel: Michael Ash; Carlin & Ward

Council Liaison: Marge Caldwell-Wilson; Councilwoman

Owners Representative: Lou Garlatti; Albert Garlatti Construction

KEJ Associates, LLC: Kimberly Jackson; President

Approval of Minutes from September 24, 2020:

Chairman Watson asked the Commissioners if they reviewed the September 24, 2020, if so, do they have any questions or comments. With there being none Commissioner Reyes motioned to approve the September 24, 2020 minutes, Commissioner Rice seconded the motion. The September minutes were unanimously approved.

Approval of Emergency Meeting Minutes from October 6, 2020:

Chairman Watson asked the Commissioners if they reviewed the Emergency Meeting Minutes from October 6, 2020 if so, do they have any questions or comments. With there being none Commissioner LaBate motioned to approve the October 6, 2020 emergency meeting minutes, Commissioner Ugorji seconded the motion. Commissioner Reyes abstained, 5 yes.

September Reports:

Chairman Watson asked the Commissioners if there were any questions or comments concerning the September financial and expense reports. With there being none, Commissioner Rice motioned to approve the September financial reports, seconded by Commissioner Reyes. The financial reports were unanimously approved.

September Expense Checks:

Chairman Watson asked the Commissioners if there were any questions or comments concerning the September expense checks. With there being none, Commissioner Reyes motioned to approve the September expense checks, seconded by Commissioner Rice. The September expense checks were unanimously approved.

Warren St. Garage:

- Hanover St. elevator Phase 1 is complete, awaiting for the inspections and then there will be a meeting and walk through.
- J.H. Williams submitted a settlement fee to cancel the Phase 2 portion of the project, the fee would be \$262,000. Lou requested documentation to back up the settlement fee, they refused to submit the requested paperwork. The fee is much higher than Lou calculated between \$80,000-\$100,000. Commissioner LaBate suggested coming up with a number Lou

recommends and have Mike Ash write up a settlement and submit it to J.H. Williams. Mike Ash said if they refused to submit the proper documentation then TPA would not be responsible to pay them anything. Commissioner Rice suggested 15% of the cost of project which would be approximate \$60,000. Chairman Watson asked for a resolution authorizing Lou and Mike Ash to write up a settlement for the Phase 2 Elevator Project termination not to exceed \$60,000. Motion was made by Commissioner Rice to authorize Lou and Mike Ash to write up a settlement for the Phase 2 Elevator Project termination not to exceed \$60,000, seconded by Commissioner LaBate. The motion was unanimously approved.

Broad and Front Garage:

- Director Shaw and Chairman Watson had a meeting with Leon Rainbow; Local Artist, concerning painting the bricks at Broad and Front. The meeting went well and he submitted 2 ideas for the space. To paint the entire sidewalk would cost approximately \$5,000 and to only paint the targeted areas would be about \$2,500. All Commissioners agree to do the whole area for \$5,000. Commissioner LaBate suggested the paint colors be neutral and match the bricks so that when the paint wears it won't show. Kim Jackson suggested a sealant over the paint would last longer. Also, the artist said the paint will be non-slip traction paint. They would have the work completed by December because of the weather or possibly waiting until the spring. The board authorizes Director Shaw to continue talks with Leon Rainbow and will bring any suggestions to the board.

Liberty Commons Garage:

- Pay station is installed and ServPro will be out to complete the fire cleanup.

Lafayette St. Garage:

- Double doors were replaced and the garage can close between 12:00am-5:00am.

Merchant St. Lot:

- Nothing to report

Elks Lot:

- Nothing to report.

RFQ Recommendations:

Chairman Watson called upon the RFQ Committee to give their recommendations for the 2020/21 Professional Service RFQ's. Commissioner Reyes said the committee has yet to prepare a formal report outlining the submissions but Mercadien PC was the only submission for Auditing and their paperwork was complete so the committee is recommending Mercadien PC for Auditing Services. Also, NonProfit Accounting was the only submission for Accounting Services and their paperwork was complete, they recommend Nonprofit Accounting for the Accounting Services.

Commissioner Ugorji motioned to accept the committee's recommendation and award Mercadien PC the Auditing Service for 2020/2021, seconded by Commissioner Rice. The board unanimously approved.

Commissioner Rice motioned to accept the committee's recommendation and award NonProfit Accounting the Accounting Services for 2020/2021, seconded by Commissioner Worek. The board unanimously approved.

The remaining professional services will be recommended at the November 19, 2020 meeting.

The re-organization meeting will be carried over until the November 19, 2020 meeting.

The staff continues to clean and disinfect the locations. There have been no new cases of COVID 19 throughout TPA. Talks continue with Jim Ryan from the State for any new information concerning worker coming back to work.

Comcast is almost done with the installation. Hard wiring will be done next week.

GreenLight, LLC. received State approval for us to receive the lighting grant. One light fixture was installed in Warren St. Garage, it is very bright. Commissioner Rice questioned the warranty after the original 5 years, what is the cost to replacing them if needed. Director Shaw will be getting prices on 6-10

year warranty and do an analysis on the existing cost and what new lighting will cost after the warranty period is over.

Commissioner Tompoe asked whether the board has discussed replacing the equipment in all the facilities. Director Shaw explained this has been an ongoing conversation but because of the cost it has not been able to be complete. The only reason there is a new pay station at Liberty Commons is because of the damage caused by the car fire.

Commissioner Ugorji informed the board that both herself and Commissioner LaBate inquired about the TPA By-laws and were unable to obtain them. TPA staff and Mike Ash will continue to try to locate them, if they are unable to, the board could move forward with preparing new By-laws if they so choose.

Director Shaw is recommending Mercadien complete the 2019/20 Budget instead of NonProfit Accounting Services since they are not familiar with the Budget process. Director Shaw will confirm with DCA before proceeding. Kim Jackson agreed with suggesting Mercadien complete the 2019/20 Budget. Mike Ash said it is fine to move forward with Mercadien preparing the budget.

Employee of the month was longtime employee Zenith Brown.

Adjournment of the regular monthly meeting:

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

Meeting adjourned at 6:32 pm.

Patrice Harrison
Board Secretary