

Trenton Parking Authority
July 22, 2021

16 E. Hanover St.
Trenton, NJ 08608
Via Remote

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

In Attendance: Chairman William Watson, Commissioners Harry Reyes, Andrew Worek, Anne LaBate, Scott Rice, Evangeline Ugorji and Samuel Tompoe

Absent: None

Interim Executive Director: Perry Shaw; KEJ Associates, LLC

Staff: Patrice Harrison; Office Manager

Legal Counsel: Michael Ash; Carlin & Ward

Council Liaison: Absent

Owners Representative: Lou Garlatti; Albert Garlatti Construction

KEJ Associates, LLC: Kim Jackson: President

Public: None

Approval of Minutes from June 24, 2021:

Chairman Watson asked the Commissioners if they reviewed the June 24, 2021 minutes, if so, do they have any questions or comments. With there being none Commissioner Worek motioned to approve the June 24, 2021 minutes, seconded by Commissioner Rice. Vote: 6 yes, 1 abstain, Commissioner Ugorji

Approval of the Minutes from the Special Meeting of July 8, 2021:

Chairman Watson asked the Commissioners if they reviewed the July 8, 2021 Special Meeting minutes, if so, do they have any questions or comments. Commissioner LaBate felt the minutes do not reflect all the information discussed at the meeting and suggested Non Profit rewrite the summary outlining the purposed changes to the financial reports. The July 8, 2021 Special Meeting minutes will be tabled until next meeting.

June Reports:

Chairman Watson asked the Commissioners if there were any questions or comments concerning the June financial and expense reports. With there being none Commissioner Worek motioned to approve the June financial reports, seconded by Commissioner LaBate. Vote: 6 yes, 1 abstain, Commissioner Ugorji.

June Expense Checks:

Chairman Watson asked the Commissioners if there were any questions or comments concerning the June expense checks. Commissioner Ugorji pointed out that the list does not seem to be complete. Patrice Harrison will send the revised check list to the Commissioners. The check list will be tabled until next month.

Warren St. Garage:

- Lou Garlatti, Mark Williams and Perry Shaw had a meeting to discuss questions concerning the additional costs J.H. Williams has submitted. Mike Ash explained the delay claim is appropriate since the issues were not foreseen and were no fault of either J.H Williams or TPA. Delays were caused by DCA changing the project from a rehab to a full replacement project. There were also issues with the pit depth in the elevator and an increased labor rate over the past several years. Mike Ash and Lou Garlatti recommend approving the additional cost to J.H. Williams with standing credit applied. Commissioner Reyes motioned to approve

additional cost to J.H. Williams, seconded by Commissioner LaBate. Vote 6 yes, 1 abstain, Commissioner Ugorji.

- THA accepted the proposed settlement price of \$30,000 for both ASR 6 and ASR 7.
- J.H. Williams obtained the elevator exhaust fans for Hanover St. Elevator.

Broad and Front Garage:

- Nothing to report

Liberty Commons Garage:

- Nothing to report

Lafayette St. Garage:

- Nothing to report

Merchant St. Lot:

- Repairs are being done to several large holes in the lot.

Elks Lot:

- Nothing to report.

Bylaws:

Commissioner Reyes received 1 comment or change to the draft bylaws. He will update the bylaws with the suggested changes and submit a final draft to the board. If there are any other comments please submit them.

Broad and Front Demolition:

Chairman Watson, Perry Shaw, Lou Garlatti and representatives from THA met with the City's Chief of Staff to discuss the steps needed to free up the \$1.5 million to demolish the Broad and Front Garage. Chairman Watson also asked if the city would consider assisting with any additional funds needed for the project since TPA does not have the funds in the budget. The city's response was favorable.

Grant:

Mike Ash said TPA has an opportunity to apply for a grant for up to \$850,000 through the US Department of Transportation to be used for any planning and engineering cost associated with redevelopment of the Broad and Front site. Applying for a grant requires a great deal of work, Mike Ash is recommending hiring a grant writer to complete the process. The Aubrey Group submitted a proposal for \$5,000 to complete this work. Commissioner LaBate reviewed the grant and feels it would not apply to TPA. Before hiring a grant writer she would like the opportunity to speak with BRS, they are a firm the city has previously utilized. Commissioner LaBate would like their opinion as to whether the grant would apply to TPA. Chairman Watson asked Commissioner LaBate to reach out to BRS and ask them to give their recommendation by Thursday.

Interim Executive Director Updates:

Covid 19 protocols continue, signage has been updated. The state is returning full time in September.

The summer intern, Aneira Davis has started and is assisting with office duties.

There is nothing new to report about the sale of the Lafayette Hotel.

Fred Stout will be employee of the month for June.

Rate Increase:

Commissioners Rice, Reyes and LaBate met to discuss the possible rate increase. The last rate increase was in 2020. The previous parking rate comparison information given to the board was not concentrated in the surrounding areas but further away. It would be helpful to get the information from closer parking entities so there could be a better comparison. The main reason for this discussion is to increase revenue for the upcoming bond payments since TPA had a loss in revenue do to Covid. Commissioner Rice asked how much we are going to be short for the October bond payment. Raising the rates now will not effect the shortage for the October payment but will assist with the April bond payment.

Commissioners also questioned whether this is the right time to raise rates since parkers are just starting to come back to work. Kim Jackson agrees this may be a difficult time to increase rates but maybe collect the information and review again in January or March.

The board requested Patrice Harrison prepare a spreadsheet showing the past 2 years of monthly parkers, transient parkers and all state leases and waivers. This information will aid in making a informed decision regarding the purposed increase.

Charging Stations:

Director Shaw has been in discussions with Commissioner Rice, Isles, City of Trenton, PSE&G, NJDEP, Clipper Creek and New Brunswick Parking Authority concerning programs that are available for EV Charging Systems. He is gathering information to bring to the board concerning grant programs and what it would entail to run and maintain the charging systems. The charging systems would need 24 hour access so the 2 possible locations would be Lafayette and Elks Lot. Perry Shaw will continue to update the board on his findings and or proposals.

Commissioner Ugorji questioned the maintenance of the charging systems. There is a 5 year maintenance contract on the equipment and after that there is a maintenance contract you can purchase.

Adjournment of the regular monthly meeting:

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

Meeting adjourned at 6:13 pm.

Patrice Harrison
Board Secretary