

**Trenton Parking Authority
Regular Monthly Meeting
October 25, 2023**

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

In Attendance: Chairperson Anne LaBate, Scott Rice, Samuel Tompoe, Evangeline Ugorji and Nancy Ugalde

Absent: Commissioners Joseph Mamman and Lindi Ashton

Council Liaison: Absent

Staff: Patrice Harrison; Office Manager
Phil Jackson, Operations Supervisor

Legal Counsel: Michael Ash; Carlin, Ward, Ash and Heiart

Owner's Representative: Lou Garlatti; Garlatti Construction

Chairperson LaBate opened the regular monthly meeting at 5:09pm by reading Notice of the Open Public Meeting Act.

Approval of Minutes from August 23, 2023:

Chairperson LaBate asked the Commissioners if they reviewed the August 23, 2023, minutes, if so, do they have any questions or comments. With there being none, Chairperson LaBate motioned to approve the August 23, 2023 minutes, seconded by Commissioner Tompoe. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 2 absent at time of motion, Commissioners Ashton and Mamman

Approval of Minutes from August 23, 2023 Executive Session:

Chairperson LaBate asked the Commissioners if they reviewed the August 23, 2023, Executive Session minutes, if so, do they have any questions or comments. With there being none, Chairperson LaBate motioned to approve the August 23, 2023 Executive Session minutes, seconded by Commissioner Tompoe. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 2 absent at time of motion, Commissioners Ashton and Mamman

Chairperson LaBate explained the September 27, 2023 meeting was canceled due to lack of quorum. There was still unofficial discussion of some agenda items which were addressed in the September 27, 2023 notes. Chairperson LaBate asked the board if there were any questions or comments on these notes, with none the meeting moved forward.

August 2023 Garage Financial Reports:

Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the August 2023 financial and expense reports. With there being none, Chairperson LaBate motioned to approve the August 2023 financial report, seconded by Commissioner Tompoe. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 2 absent at time of motion, Commissioners Ashton and Mamman

September 2023 Garage Financial Reports:

Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the September 2023 financial and expense reports. With there being none, Chairperson LaBate motioned to approve the September 2023 financial report, seconded by Commissioner Tompoe. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 2 absent at time of motion, Commissioners Ashton and Mamman

August 2023 Expense Checks:

Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the August expense checks. With there being none, Chairperson LaBate motioned to approve the August 2023 expense checks, seconded by Commissioner Rice. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 2 absent at time of motion, Commissioners Ashton and Mamman

September 2023 Expense Checks:

Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the September expense checks. With there being none, Chairperson LaBate motioned to approve the September 2023 expense checks, seconded by Commissioner Tompoe. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 2 absent at time of motion, Commissioners Ashton and Mamman

Chairperson LaBate and the board reviewed the Non-Profit Accounting reports for both August 2023 and September 2023 and the Phoenix Advisors Reports. Chairperson LaBate said The October 1st Bond payment was made without the use of funds from other accounts.

Chairperson's comments:

There was a third meeting held to discuss the Broad and Front Redevelopment/NJEDA Asset Activation which included stakeholders and community members. The turnout was not as good as the second meeting, but there was still roughly 25 people in attendance. This meeting was more concentrated on the architecture of the structure and what kind of building and layout the public are looking for. Farewell Architects prepared a slide show of different options and explained why some may work better than others.

Chairperson LaBate asked to move forward with approving the 5 RFQ's recommended by the RFQ committee, these would include, Auditing Services, Engineering Services, General Counsel Services, Bond Counsel Services and Real Estate Broker Services.

Chairperson LaBate motioned to approve Mercadien PC for Auditing Services, agreement date November 1, 2023-October 31, 2024, seconded by Commissioner Tompoe. Vote: 4 yes, 1 opposed, Commissioner Ugorji, 2 absent at time of motion, Commissioners Ashton and Mamman

Chairperson LaBate motioned to approve THA Consulting for Engineering Services, agreement date November 1, 2023-October 31, 2024, seconded by Commissioner Tompoe. Vote: 5 yes, 2 absent at time of motion, Commissioners Ashton and Mamman

Chairperson LaBate motioned to approve Carlin, Ward, Ash & Heiart for General Counsel Services, agreement date November 1, 2023-October 31, 2024, seconded by Commissioner Tompoe. Vote: 3 yes, 1 opposed, Commissioner Ugorji, 1 abstained, Commissioner Ugalde, 2 absent at time of motion, Commissioners Ashton and Mamman.

Commissioner Ugorji voiced her opinion surrounding Carlin, Ward, Ash & Heiart continuing as TPA General Counsel. She feels Michael Ash is not representing TPA well and has conflicting issues.

Commissioner Ugorji question the vote passing since you need 4 Commissioners to approve any vote. Mike Ash verified that it is the majority of the board that is present at the meeting. There were 5 Commissioners so 3 yes votes will pass the motion.

Chairperson LaBate motioned to approve McManimon, Scotland, Baumann for Bond Counsel Services, agreement date November 1, 2023-October 31, 2024, seconded by Commissioner Tompoe. Vote: 5 yes, 2 absent at time of motion, Commissioners Ashton and Mamman

Chairperson LaBate motioned to approve Pott Real Estate for Broker Services, agreement date November 1, 2023-October 31, 2024, seconded by Commissioner Rice. Vote: 3 yes, 2 opposed, Commissioners Ugalde and Ugorji, 2 absent at time of motion, Commissioners Ashton and Mamman

Commissioner Ugorji questioned the fact we have been operating with contracts that have lapsed. She understands all contractors approved an extension but the extension time has passed, is this legal? Mike Ash explained yes, you are allowed to continue using your current contractors until the new agreements are awarded.

Lou Garlatti reviewed the facilities reports, and requested that the board to move on a few items. THA cost proposal for the Broad and Front Garage design of the stabilization work and bid package is \$16,800 and an additional \$7,200 for administrative costs. Chairperson LaBate motioned to approve proposal from THA Consulting for the Broad and Front Garage design of the stabilization work and bid package at a cost of \$16,800 and an additional \$7,200 for administrative costs contingent on the outcome of the Construction Board appeal hearing, seconded by Commissioner Tompoe. Vote: 4 yes, 1 abstain, Commissioner Ugorji and 2 absent at time of motion, Commissioners Ashton and Mamman.

Schindler Elevator gave a cost proposal of \$30,850 for a new drive in car #2 and to perform governor rope shortening on both elevators at Liberty Commons, elevator #2 has been shut down awaiting this repair to be completed. Chairperson LaBate motioned to approve the Schindler proposal to repair the drive unit and perform governor rope shortening on both elevators at Liberty Commons at a cost of \$30,850, seconded by Commissioner Rice. Vote: 4 yes, 1 abstain, Commissioner Ugorji and 2 absent at time of motion, Commissioners Ashton and Mamman. Chairperson LaBate will review with Phoenix Advisors concerning the option of financing cost or paying it right out.

Lou Garlatti said the punch list for the Warren St. Elevator Project is finally complete, he is just waiting on the final billing will be filed.

Warren St. Garage:

- See above reference.

Broad and Front Garage:

- See above reference.

Liberty Commons Garage:

- Nothing to report.

Lafayette St. Garage:

- Nothing to report.

Merchant St. Lot:

- Nothing to report.

Elks Lot:

- Nothing to report.

Commissioner Rice informed the board the CGI project is moving forward. The first step is to purge the old files then start to generate the more current ones. After that it should move quickly, we are hoping to have an automated monthly report forwarded to Caldwell starting in November. The board asked to verify all computers are backed up so not to lose any information.

Chairperson LaBate asked Patrice Harrison to explain how the token works in the garage. They are given to the merchant (such as MCCC) at which time they are billed per token. They are then disperse as needed. This allows their patrons or students to exit the garage at no cost to them.

Adjournment of the regular monthly meeting:

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

Meeting adjourned at 6:27 pm.

Patrice Harrison
Board Secretary