

**Trenton Parking Authority
Regular Monthly Meeting
October 23, 2024**

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

In Attendance: Chairperson Anne LaBate, Scott Rice, Samuel Tompoe and Lindi Ashton

Absent: Commissioners Joseph Mamman and Nancy Ugalde

Council Liaison: Councilwoman Teska Frisby

Staff: Patrice Harrison; Administrative Manager
Phil Jackson, Operations Manager

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

Owner's Representative: William Conway; Three Valley Group

Public: None

Chairperson LaBate opened the regular monthly meeting at 5:01pm by reading Notice of the Open Public Meeting Act.

Approval of Minutes from September 25, 2024:

Chairperson LaBate motioned to approve the September 25, 2024 minutes, seconded by Commissioner Ashton. Chairperson LaBate asked the Commissioners if they had any questions or comments on the minutes. With there being none, the vote to approve the September 25, 2024 was as followed: 4 yes, 2 absent, 1 vacant

September Garage Financial Reports:

Chairperson LaBate motioned to approve the September 2024 financial report, seconded by Commissioner Tompoe. Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the September 2024 financial and expense reports. With there being none, the vote to approve the September 2024 Garage Financial Reports was as followed: 4 yes, 2 absent, 1 vacant

September 2024 Expense Checks:

Chairperson LaBate motioned to approve the September 2024 expense checks, seconded by Commissioner Rice. Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the September expense checks. With there being none, the vote to approve the September 2024 check list was as followed: 4 yes, 2 absent, 1 vacant

Chairperson LaBate explained the Non Profit Accounting and Phoenix Advisors reports were not received in time for the meeting since it was early this month.

Chairperson's comments:

CCRC Grant update:

Chairperson LaBate spoke with Julie Krause concerning the revised grant documents which should have been being prepared by CCRC but we have yet to receive an update. Julie Krause is suggesting a meeting with CCRC including Joanne Povia. Chairperson LaBate also requested Commissioner Rice and Will Conway to attend. The meeting information will be passed along when it is received.

RFEI:

Chairperson LaBate said they received 8 responses so far and hope to maybe receive 1 or 2 more. There were a few weaker responses which will narrow the pool of submissions, along with some stronger entries for the review committee to focus on. Meetings may be set up with the stronger contenders to allow deeper conversation on the project. Chairperson LaBate will forward all submissions to the board to review.

Comcast Smart Solutions:

Phil Jackson, Patrice Harrison, Commissioner Rice and Will Conway will be having a meeting with Comcast to discuss in detail the items they are requesting from us concerning programming. Updates will follow.

Owner's Rep Update:

Phil Jackson spoke about taking Will Conway through the facilities and discussing the immediate issues and the non-immediate issues. Phil appreciated the fact that Will wants to review all options and pricing on any project that is needed. Will is happy to be working with TPA at this capacity. He has spoke with Lou Garlatti concerning all open and closed projects and ongoing issues.

B&F Garage:

Will Conway questioned if all city violation are satisfied now since the stabilization is complete? Lou Garlatti will be sending all corresponding documentation. Mike Ash will be reviewing the Also, Will is reviewing the budget for the CCRC grant for B&F and making sure all expenses are detailed in the revised document.

Lafayette Garage:

We are still waiting for the cut in card from the city to move PSE&G forward with the electrical repairs. Also, the 2 elevators have had continuous issues which could be from the HVAC in the elevator room, this will be investigated further.

Liberty Commons Garage:

Will explained the backer rod and caulking need to be done but could possibly be done in house with the proper equipment and supplies.

Merchant Lot:

The sinkholes are an immediate issue to be addressed. The first thing to do is have a sonar scan done to see the extent of the damage. The actual repair and fill of the sinkholes could possibly be done in house as well by renting the correct machine along with striping the lot.

Warren St Garage:

The old fire violations will be investigated further after Will receives the documents from Lou Garlatti. This discussion will continue.

Commissioner Rice questioned whether THA needs to continue the monthly inspection on Broad and Front Garage since the stabilization is done. Mike Ash said he needs to review the consent order giving by the construction board to see how they state it, not the city.

Public: None

Adjournment of the regular monthly meeting:

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

Meeting adjourned at 5:54 pm.

Patrice Harrison
Board Secretary