

Trenton Parking Authority
Regular Monthly Meeting
March 26, 2025
16 E. Hanover St. - Trenton, NJ
Via Remote

In Attendance: Board Members: Chairperson Anne LaBate, Scott Rice, Samuel Tompoe, Marge Caldwell-Wilson and Lindi Ashton (arrived at 5:16)

Council Liaison: Councilwoman Teska Frisby

Absent: Commissioners Joseph Mamman and Nancy Ugalde,

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 5:02pm by reading Notice of the Open Public Meeting Act.

Approval of Minutes from February 26, 2025:

Chairperson LaBate motioned to approve the February 26, 2025 minutes, seconded by Commissioner Rice. Chairperson LaBate asked the Commissioners if they had any questions or comments on the minutes. With there being none, the vote to approve the February 26, 2025 was as follows: 3 yes, 3 absent, 1 abstain, Commissioner Caldwell-Wilson

February 2025 Garage Financial Reports:

Chairperson LaBate motioned to approve the February 2025 financial reports, seconded by Commissioner Tompoe. Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the February 2025 financial and expense reports. With there being none, the vote to approve the February 2025 Garage Financial Reports was as follows: 4 yes, 3 absent

February 2025 Expense Checks:

Chairperson LaBate motioned to approve the February 2025 expense checks, seconded by Commissioner Rice. Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the February 2025 expense checks. Commissioner Rice asked if the Kone check for \$9,920 was for the remainder of the elevator drive repair, Patrice Harrison confirmed. With there being no further questions, the vote to approve the February 2025 checklist was as follows: 4 yes, 3 absent

Chairperson LaBate asked the Commissioners if they had a chance to review both the Non Profit Accounting and Phoenix Advisors reports, and if so, were there any questions or comments? With there being none, Chairperson LaBate continued with the meeting, adding that the April 1st bond payment is fully funded.

Chairperson's comments:

CCRC Grant Update:

Chairperson LaBate said Julie Krause has been advised that the board approved the agreement at last month's meeting. CCRC board still has to act on it, which could take up to 30 days, so as of now we are at a standstill, and she will keep the board updated.

Asset Activation Grant/RFEI:

Chairperson LaBate said Bob Powell gave an edited draft of the letter Anne wrote in regards to the finalists, he also submitted a spreadsheet for them to fill out with additional information, such as what they propose to build and how

they will financially fund the project. Chairperson LaBate is asking the developers to reconsider using the NJEDA Aspire Tax Credit Program, which could allow for significant additional financial investment in the development.

Chairperson LaBate prepared letters for Commissioners Nancy Ugalde and Joseph Mamman to move forward with their removal from the board. Chairperson LaBate will also forward the board attendance sheets along with the letters. Councilwoman Frisby explained how city council has handled this situation before and made suggestions. Mike Ash said the letters look good and stated how to best handle the mailings.

Chairperson LaBate said she received a request from the city inquiring about the use of a portion of Merchant St lot for a temporary skate park. There is a project for a skatepark in the works but financing has not been completed yet, so they are looking at locations to possibly house a temporary one until the project is complete. Is the board interested in entertaining this? There would be many different factors to investigate, such as extra insurance and who would be in charge of the maintenance and securing it. Also, what portion of the lot would be used? Patrice Harrison reminded the board of the current sink holes on the lot that would need to be addressed first. Mike Ash said we would sign a lease or license with the city outlining everything. Will Conway said we should get a written proposal before moving ahead.

Owner's Rep Update: **Warren St:**

Will Conway and staff are continuing to evaluate the vacant office and storefront spaces. Also being reviewed is how to reconfigure the office space to better utilize it and to maximize the revenue such as moving TPA to the Internal Affairs office to open the main office up to market. The basement is another space that can be leased out.

The fire inspector has been out several times doing very detailed inspections. There are still old open violations for replacing the garage stairwell doors with fire rated door, basement needs sprinkler system, and a standpipe needs to be installed in the garage. Will is looking to weather we could possibly just remove the doors and have the stairwell open like other garages, it could have to do with not having a standpipe at this location. He will investigate further. So far 15 out of the 19 violations have been vindicated.

Will and the staff have been putting together log sheets and binders to make future inspections easier. This will be updated monthly along with inspecting all garage exit light. Phil and Tremayne have been doing a great job with updating the schedules which is saving thousands of dollars a year in payroll.

Will, with the help of Patrice, has also been bring data from scannet unto a spreadsheet to better understand the usage in the garage.

Comcast Solutions:

Will Conway said a meeting will be set with Mercer County College to explain the current parking program will be changing and what is being proposed. Further explanation of the MCCC current parking program was discussed to allow Commissioner Caldwell-Wilson to be brought up to speed since she is new to the board. Councilwoman Frisby feels we should offer all day parking to students to allow them to stay in the city and frequent downtown. With the current parking program, the college allows students to park for their classes and get out free using a token. By allowing all day parking for MCCC students, we could lose revenue.

Broad and Front:

We are currently waiting on the fencing, but we did receive an electrical quote to run the fence lighting, which was high. The other issue is they need to find a source of electricity before moving forward. With any electrical work.

Lafayette Garage:

Fire inspections were done at this location also, most violations are abated.

Kone gave a proposal to replace both elevators at Lafayette, the cost is roughly \$250,000 per unit.

Liberty Commons Garage:

Cleaning out of the garage continues.

Merchant Lot:

Last month a water pipe burst under the lot, TWW came and capped the pipe off temporarily but told us we have a leak somewhere on the property. The pipe seems to be going to a newly installed fire hydrant so Will called the fire department to make sure the capping did not affect the water running to this hydrant. They said they would not come out to test it so we will see if this causes any issues in the area. We still need to do a sonar scan on the lot to determine where and how big are the sink holes before moving forward with repairing them. Also, TWW will be able to repair the leak after it is found.

Phil Jackson said he noticed activity in the hotel, so he spoke to John Morris; site manager, to reiterate the fact that before any construction is done in the hotel we need to be notified. Our phone lines and elevator equipment room are still located inside the hotel. Moving these items to the garage will be expensive but will continue to be investigated.

Phil Jackson mentioned the woman has been living in front of Broad and Front Garage, was moved by her family only for her to return the next day. After discussing the situation further, it was decided to not move on removing her until we are ready to install the fence. Councilwoman Frisby said most people do not feel safe in the shelters and they get comfortable where they are. Commissioner Caldwell-Wilson said a lot of people don't want to be around others either.

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 Caldwell-Wilson. Commissioners unanimously approved adjournment of the meeting.

Meeting adjourned at 6:37pm.

Patrice Harrison
Board Secretary