

Trenton Parking Authority

April 25, 2013

16 E. Hanover St.

Trenton, NJ 08608

In the absence of Chairman Harry Reyes, Vice Chairman Andrew Worek called the meeting to order at 5:09 pm by reading The Open Public Meeting Act.

In Attendance: Commissioners Andrew Worek, Melody Freeman, Duncan Harrison, Anne LaBate, Scott Rice and Joyce Kersey

Absent: Chairman Harry Reyes

Staff: Patrice Harrison

Managing Consultant: COO Walter D. Smith

Legal Counsel: Len Bier

Council Liaison: Marge Caldwell-Wilson

Owners Representative: Absent

Approval of Minutes from March 28, 2013:

Vice Chairman Worek asked the Commissioners if they reviewed the March 28, 2013 minutes, if so, do they have any questions or comments. With there being none, Commissioner Kersey motioned to approve the March 28, 2013 minutes, seconded by Commissioner Rice. The March 28, 2013 minutes were unanimously approved

Reports:

Vice Chairman Worek asked the Commissioners if there were any questions or comments concerning the March financial and expense reports. With there being none, Commissioner Rice motioned to accept the March financial reports, seconded by Commissioner Kersey. The March financial reports were unanimously accepted.

Commissioner Rice motioned to approve the March expense checks, seconded by Commissioner LaBate. The March expense checks were unanimously approved.

Walter Smith informed the board that there was a break in at the Lafayette Garage booth. Vice Chairman Worek motioned to enter into an Executive Session to discuss personnel matters, seconded by Commissioner LaBate.

The board entered into Executive Session at 5:12 pm

Vice Chairman Worek motioned to end the Executive Session, seconded by Commissioner Rice.

Executive Session adjourned at 5:16 pm.

Project Summary: (presented by Mr. Smith)

Broad & Front Garage:

- Walter Smith met with representatives from the State of New Jersey and PSE&G to discuss providing parking for 400 displaced State parkers. PSE&G will be doing work at the Labor and industry site and the tentative start date for the project is March 2015. The B&F Garage is an option that is being considered.
- Commissioner LaBate suggested that before any agreements are made for using the facility the Commission should ensure that the agreement is the best option for the location.

Lafayette Garage:

- Wyatt Elevator Service will be cleaning the elevator shafts at both Lafayette and Liberty Commons for \$5,000.
- Commissioner Worek expressed his concern regarding pedestrian traffic at the Lafayette Garage Warren St. entrance. This has been an ongoing problem. TPA has posted the required signs directing the pedestrians to the exit(s).

Merchant St. Lot:

- Walter Smith is inquiring about CCTV for the Merchant St. lot. He received a quote of \$3,100 and is in the process of soliciting two more quotes.

Vice Chairman Worek called for a motion to allow Walter Smith to get competitive quotations for the CCTV systems not to exceed \$3,200. Commissioner LaBate motioned to allow Walter Smith to get competitive quotations for the CCTV systems not to exceed \$3,200, seconded by Commissioner Harrison. Roll was called: Six Commissioners voted yes with one Commissioner absent.

Liberty Commons Garage:

- Nothing to report

Warren St. Garage:

- Nothing to report

Director's Comments**Imagine Outdoor:**

Imagine Outdoor measured for the sign at B&F and will power wash the area where the banner hangs before placing it.

Insurance Refund:

A refund of \$700 was issued for B&F garage.

LYCDC Payment:

Another payment was made reducing the current balance owed to \$33,000.

LYCDC Meeting:

Mr. Smith met with the Chairman of the LYCDC and Marshall Hotel Group to discuss the parking options with the new management company.

Trenton Times:

Mr. Smith spoke with Erin Duffy from the Trenton Times to discuss the metered parking situation in the city.

Lighting Project:

Mr. Smith informed Ronald Potts that due to budgetary concerns TPA will not be participating in the project at this time.

Professional Services 2013-14:

RFQs have been posted on the website and are due by 5-13-13. Vice Chairman Worek asked Commissioners Harrison and LaBate to assist him on the subcommittee to review the submitted RFQs.

Financial Disclosure Statements:

The State of New Jersey now requires all Commissioners to complete the form online.

Blue Star Energy/AEP:

Mr. Smith reviewed quotes from several sources, NJSEM offered the lowest rate.

Walter Smith presented the Joint Contract Joinder Agreement and Resolution to Join the New Jersey Sustainable Energy Joint meeting to the board. Commissioner Worek motioned to move the agreement and resolution, Commissioner Rice seconded the motion. Roll was called: vote 6 ayes and 1 absent.

Exit Credit Card Reader:

Liberty Commons will be getting an exit credit card reader to allow people to pay when exiting. This will alleviate some of the exiting issues.

Commissioner LaBate mentioned cars being locked into the Liberty Commons Garage over the weekend. The electric was mistakenly shut by the attendant when he left. Since the electric was off it didn't allow the access card reader to work and lift the gate. Walter Smith was able to come and get the cars out.

Meeting Adjournment:

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

Meeting adjourned at 5:56 pm.

Patrice Harrison
Board Secretary