

Trenton Parking Authority
January 24, 2013

16 E. Hanover St.
Trenton, NJ 08608

Chairman Harry Reyes called the meeting to order at 5:05 pm by reading The Open Public Meeting Act.

In Attendance: Chairman Harry Reyes, Andrew Worek, Duncan Harrison, Scott Rice and Joyce Kersey who arrived at 5:15 pm

Absent: Commissioners Melody Freeman and Anne LaBate

Staff: Walter Smith and Patrice Harrison

Legal Counsel: Len Bier

Council Liaison: Marge Caldwell-Wilson

Owners Representative: Steve Shannon; Carl Walker

Presentation: Jack Fein and Warren Broudey; Mercadien, PC

Approval of Minutes from December 13, 2012:

Chairman Reyes asked the Commissioners if they reviewed the December 13, 2012 minutes, if so, do they have any questions or comments. With there being none, Commissioner Worek motioned to approve the December 13, 2012 minutes, seconded by Commissioner Harrison. Commissioners Reyes, Worek and Harrison voted to approve the December minutes and Commissioner Rice abstained. The minutes were approved.

Reports:

Chairman Reyes asked the Commissioners if there were any questions or comments concerning the December financial and expense reports. With there being none, Commissioner Worek motioned to accept the December financial report, seconded by Commissioner Harrison. The financial report was unanimously accepted.

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

Director's Comments:

Robbery:

Mr. Smith informed the Commissioners of the new procedure for depositing daily receipts as a result of John Melvin being robbed. Mr. Melvin is now driven to the sites to make the pick-ups and dropped off at the door of the bank.

Civil Action:

Mr. Bier explained that TPA received a summons concerning Ms. Fennimore who claims she fell on TPA property February 9, 2011. The claimant is stating that she fell at the corner of Warren and Hanover St. TPA was never informed of the incident. However, the claimant states that she spoke to an internal affairs officer, who office is on the first floor at TPA main office at the time of the incident. TPA never received a Tort Claim Notice concerning this claim and Mr. Bier is working on getting the claim dismissed.

Project Summary: (presented by Mr. Smith)

Warren St. Garage:

- Final payment for Levy has been processed.
- Discussing waterproofing both the 2nd and 3rd floors due to water leaking into the office area.

Lafayette Garage:

- Received elevator shaft cleaning quotes from United Elevator \$975.00.

Merchant St. Lot:

- The Hamilton Machine is installed and Verizon is repairing the phone line

Broad & Front Garage:

- Nothing to report

Liberty Commons Garage:

- Working on Egress pricing

Matrix Agreement:

Mr. Bier and Mr. Smith reviewed the letter from Matrix requesting a reduction in parking space rates at the Liberty Commons Garage. The board discussed the acceptable response conditions and directed Mr. Smith to prepare a letter. Motion was made by Commissioner Worek to authorize Mr. Smith to forward the response letter to Matrix, seconded by Commissioner Harrison. The motion authorizing response letter to matrix was unanimously approved

LYCDC:

Commissioner Worek and Mr. Smith met with Mr. Cleve Christie, Chairman of the LYCDC board to discuss the Marriott's overdue balance \$149,000.00. Mr. Christie informed Commissioner Worek and Mr. Smith that the LYCDC will be submitting a cash call to City and TPA will be included in the action. Mr. Smith asked Commissioner Kersey for any help concerning said subject since she sits on the LYCDC board. Commissioner Kersey said she will do her best to assist in the matter.

Website Update:

Title 40A of the New Jersey Statute now requires Authorities to maintain a website. Furthermore, the statute addresses what information is required on the site. The following is the information; mission and responsibilities, annual financial report, parking rules, regulations and rates, agendas, minutes, staff, professional contracts over \$17,500 and business contact information. The City of Trenton has requested all TPA documents be sent to them for their website. Mr. Smith explained that they can link to the TPA website.

IPI Conference:

Mr. Smith suggested that due to budgetary restraints only the two new Commissioners, Joyce Kersey and Scott Rice attend the conference this year. Chairman Reyes suggested a seasoned Commissioner or Mr. Smith attend with them. Mr. Smith will continue working on the conference.

Local Finance Board Application:

The application was approved without issue.

Action:

Two Resolutions were presented: n

- **Supplemental Bond Resolution:**
Motion was made by Commissioner Worek to approve the Supplemental Bond Resolution, seconded by Commissioner Harrison. The Supplemental Bond Resolution was unanimously approved
- **Supplemental Guaranty Agreement:**
Motion was made by Commissioner Rice to approve the Supplemental Guaranty Agreement, seconded by Commissioner Worek. The Supplemental Guaranty Agreement Resolution was unanimously approved

Presentation:

Chairman Reyes called upon Jack Fein and Warren Broudey; Mercadien, PC to review first Quarter Financials. Jack Fein stated that TPA's parking revenue has increased some and the expenses are decreasing. Furthermore, over the next few months there should be a significant decrease in the expenses due to the operational restructuring and the bond refinancing.

Meeting adjournment:

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

Meeting adjourned at 5:58 pm.

Patrice Harrison
Board Secretary