

Trenton Parking Authority

June 27, 2013

16 E. Hanover St.

Trenton, NJ 08608

Chairman Harry Reyes called the meeting to order at 5:06 pm by reading The Open Public Meeting Act.

In Attendance: Chairman Harry Reyes, Commissioners Andrew Worek, Melody Freeman, Anne LaBate, Scott Rice and Joyce Kersey

Absent: Commissioner Duncan Harrison

Staff: Patrice Harrison

Managing Consultant: COO Walter D. Smith

Legal Counsel: Len Bier

Council Liaison: Absent

Owners Representative: Absent

Presentation: Jack Fein and Warren Broudey; Mercadien PC

Guest: Dr. Patricia C. Donohue; President and Monica Weaver; Mercer County College

Approval of Minutes from May 30, 2013:

Chairman Reyes asked the Commissioners if they reviewed the May 30, 2013 minutes, if so, do they have any questions or comments. With there being none, Commissioner Freeman motioned to approve the May 30, 2013 minutes, seconded by Commissioner Worek. Unanimously approved.

Reports:

Chairman Reyes asked Patrice Harrison to address the question concerning the April financial reports. With there being no further questions concerning April financials, Commissioner Worek motioned to accept April financial reports, seconded by Commissioner Freeman. The April financial reports were unanimously accepted.

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

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

Walter Smith introduced Monica Weaver; and Dr. Patricia C. Donohue; President from Mercer County College. Dr. Patricia C. Donohue; President informed the board of the relationship that has formed between MCCC and TPA. Having parking available for students is a big hurdle and having it allows the campus to move forward with expansions. Mr. Smith said that both parties will continue to work together to assure MCCC needs are being met.

Presentation:

Chairman Reyes called upon Jack Fein and Warren Broudey to present the 9 month financials. Overall the financials are good but Walter Smith will be addressing Bayville Holding and Lafayette Hotel open balances. Mr. Smith will be preparing a letter authorizing US Bank to transfer \$77,000 from the Rebate fund into TPA's General Fund. Jack Fein questioned the status of the Broad and Front Garage. A decision will need to be made so the books can be adjusted.

Project Summary: (presented by Mr. Smith)

Broad & Front Garage:

- Carl Walker will be doing a walk through to estimate the damage from the vandalism.

Lafayette Garage:

- Nothing to report

Liberty Commons Garage:

- Scannet is getting upgraded
- Howell construction is getting needed permits for egress project.
- Exit lane Credit Card machine is being installed
- Shift change for booth attendants will change in about 2 weeks

Merchant St. Lot:

- Hamilton machine is working well
- Receiving quotes for CCTV

Warren St. Garage:

- Installed fencing near Broad St side entrance to keep pedestrians from walking down the lane.

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Director's Comments

Governor's Conference:

Generated \$3,500 in parking revenue

Towing Authorization:

There is an abandon car at the Lafayette Garage that needs to be towed. Commissioner LaBate motioned to authorize Walter Smith to have the abandon car at Lafayette Garage towed, seconded by Commissioner Worek. Unanimously approved.

Imagine Outdoor:

There is a client interested in advertising on the Lafayette Garage and would like the process fast tracked. Before they can have it approved they have to make sure the garage is not listed as a historic landmark.

Professional Services 2013-14:

Chairman Reyes turned the meeting over to the RFQ committee consisting of Commissioners Andrew Worek, Anne LaBate and Duncan Harrison to discuss their recommendations for the Professional Services RFQs. Commissioner Worek stated for the following RFQs there were only one submission: Accounting Services(Rahl & Associates), Parking Management and Consultant (Restoration Solutions) and Bond Counsel (McManimon, Scotland & Baumann, LLC). These professionals hold the current contracts and are recommended to continue their services. Legal Services/General Counsel the committee recommends Len Bier Associates due to their overall scoring and parking experience. Auditing Services the committee recommends Mercadien PC due to scoring and experience and Owners Representative Carl Walker due to scoring and experience.

Chairman Reyes **attained** a motion to accept the RFQ recommendations. Commissioner LaBate motioned to accept the RFQ recommendations, seconded by Commissioner Freeman. Unanimously accepted.

2012/2013 Budget:

The Budget is complete and in positive standing. After the board reviewed, Chairman Reyes called for a motion to approve the 2012/2013 TPA budget. Commissioner Worek motioned to approve the 2012/2013 Budget, seconded by Commissioner Freeman. Roll: Vote: 5 Yes, 1 no and 1 absent.

A late Budget Resolution was presented for the late 2012/2013 budget. The budget was positive do to the refinancing of the bond and making the following reduction in expenses: staff reduction, rate increases and garage/lot automation. Commissioner LaBate motioned to accept the Late Budget Resolution for 2012/2013, seconded by Commissioner Worek. Roll: Vote: 5 Yes, 1 absent and Commissioner Kersey abstained.

2013/2014 Budget:

The 2013/14 Budget will be ready for the board to review at the July meeting.

Reorganization Meeting:

The Board reorganization will be held in July.

Adjournment:

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

Meeting adjourned at 6:24 pm.

Patrice Harrison
Board Secretary