

Trenton Parking Authority

May 30, 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, Commissioners Andrew Worek, Duncan Harrison, Anne LaBate, Scott Rice and Joyce Kersey

Absent: Melody Freeman

Staff: Patrice Harrison

Managing Consultant: COO Walter D. Smith

Legal Counsel: Len Bier

Council Liaison: Marge Caldwell-Wilson

Owners Representative: Steve Shannon; Carl Walker

Approval of Minutes from April 25, 2013:

Chairman Reyes asked the Commissioners if they reviewed the April 25, 2013 minutes, if so, do they have any questions or comments. With there being none, Commissioner Worek motioned to approve the April 25, 2013 minutes, seconded by Commissioner LaBate. Vote: 5 approved, Commissioner Freeman absent, Chairman Reyes abstained.

Reports:

Chairman Reyes asked the Commissioners if there were any questions or comments concerning the April financial and expense reports. Commissioner Worek had a question concerning monthly parkers. Patrice Harrison will review and report next month. Chairman Reyes motioned to table the April financials until the June meeting. All Commissioners agreed.

Commissioner Worek motioned to approve the April expense checks, seconded by Commissioner Rice . Vote: 6 approved, Commissioner Freeman absent.

Project Summary: (presented by Mr. Smith)

Warren St. Garage:

- Addressing basement door trip and fall hazard
- Steve Shannon is researching the ponding issue in the garage

Merchant St. Lot:

- Hamilton machine transition is going well
- Receiving quotes for CCTV

Lafayette Garage:

- Elevator shaft cleaning complete

Liberty Commons Garage:

- Elevator shaft cleaning complete
- Credit Card validator is being installed in exit lane

Broad & Front Garage:

- Garage was vandalized all cooper and plumbing material has been taken
- Insurance will not cover damage.
- Tours of the garage will be done in the morning and evening to ensure the garage is secure

Director's Comments

Professional Services 2013-14:

RFQs have been received. The committee will be meeting and presenting the board with their suggestions at the June meeting.

Budget:

The 2012/13 Budget will be ready for the board to review at the June meeting and the 2013/14 will be completed for the board to review in July.

Governor's Conference:

500 passes have been issued for June 3rd.

Financial Disclosure Statements:

Spoke to DCA concerning submitting the forms electronically and will pass along the information to the Commissioners. Commissioner Worek passed along helpful information he received from Tammy at the County Clerk's office.

IPI Conference:

Commissioner Kersey prepared a report outlining her experiences at the IPI Conference. Commissioner Kersey felt she received a lot of information concerning parking and never realized what was involved. Both she and Commissioner Rice stated how knowledgeable and friendly all the vendors were. They recommended attending the next conference.

Reorganization Meeting:

The Board reorganization will be held in July.

Adjournment:

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

Meeting adjourned at 5:42 pm.

Patrice Harrison
Board Secretary