

Trenton Parking Authority

July 23, 2015

16 E. Hanover St.

Trenton, NJ 08608

Chairman Worek called the meeting to order at 5:11 pm by reading The Open Public Meeting Act.

In Attendance: Chairman Worek, Commissioners Harry Reyes, Scott Rice, Perry Shaw, Anne LaBate and William Watson

Absent: Melody Freeman

Staff: Patrice Harrison; Office Manager

Managing Consultant: COO Walter D. Smith

Legal Counsel: Len Bier; Bier Associates

Council Liaison: Absent

Owners Representative: Lou Garlatti

Chairman Worek turned the meeting over to Len Bier at 5:12 pm for the purpose of reorganization.

The reorganizational meeting was adjourned at 5:19 pm and Chairman Worek resumed the regular monthly meeting.

Approval of Minutes from June 25, 2015:

Chairman Worek asked the Commissioners if they reviewed the June 25, 2015 minutes, if so, do they have any questions or comments. Commissioner Watson stated that he was omitted from the attendance list and was at the June meeting. Commissioner Reyes motioned to approve the June minutes with the correction of adding Commissioner Watson's name as attending the meeting, Commissioner Watson seconded the motion. The motion was unanimously approved 6-0 with Commissioner Freeman absent.

Reports:

Chairman Worek asked the Commissioners if there were any questions or comments concerning the June financial and expense reports. Commissioner Watson questioned the decrease in transient parking. Walter Smith explained that a number of daily parkers now have access cards through either the state or SDA. Commissioner Rice motioned to accept the June financial reports, seconded by Commissioner Shaw. The June financial reports were unanimously accepted.

Chairman Worek asked the Commissioners if there were any questions or comments concerning the June expense checks. Commissioner Rice questioned two checks in which Walter Smith explained the expenses. Commissioner Watson motioned to approve the June expense checks, seconded by Commissioner Reyes. The June expense checks were unanimously approved.

Project Summary: (presented by Mr. Smith)

Lou Garlatti will be putting a maintenance plan together at each location for the current fiscal year.

Broad and Front Garage:

- Walter Smith informed the board that the city Fire Inspector said that the Garage and Incubator should have been boarded up and all utilities should have been shut when the garage was closed. The building may still need to be boarded up. The fire inspector will keep TPA informed.
- Dave at PSE&G was informed that TPA will be requesting a reimbursement for any addition expenses concerning the mandatory updated equipment.

Liberty Commons Garage:

- Nothing to report

Merchant St. Lot:

- Nothing to report

Lafayette Garage:

- Marisol will be meeting with the Kone representative next week about swapping out the old sensors and replacing them with climate control sensors.

Warren St. Garage:

- Booth was removed and new card reader was installed.
- Lou Garlatti will be inspecting the drainage in the garage so that water doesn't get into the stairwell and the elevator shafts.

Personnel Committee:

Commissioner LaBate drafted a description of what is required for the management position. The draft will still need to be finalized and all options will be reviewed.

Director's Comments**2015-16 Budget:**

All new forms have been filled out and the EMMA registration is complete.

Matrix Egress:

Len Bier will be speaking to Matrix concerning the easement and the cost of the repairs.

Parking Plan:

Nelson Nygaard Consulting Associates was hired by the city to put together a parking plan. Andrew Carton; Nelson Nygaard, reached out to Walter Smith and set up a meeting to discuss the plan and the parking study. In the meeting there was discussion about TPA interacting with city concerning parking and redevelopment in the city. Certain knowledgeable people should be part of the ongoing discussion. Nelson Nygaard is looking at the City Vision for 2050.

Chairman Worek received an email concerning the Management RFQ that was rescinded. The Chairman responded that when the position is available it will be posted on the TPA website.

With this being Walter Smith's last meeting, he thanked the board, Len Bier and staff for working with him throughout the last 5 years. The board appreciated all the work Walter Smith has done for the Parking Authority throughout his tenure as the Chief Operating Officer.

Adjournment:

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

Meeting adjourned at 6:24 pm.

Patrice Harrison
Board Secretary