

Trenton Parking Authority

February 23, 2017

16 E. Hanover St.

Trenton, NJ 08608

With Chairman Worek being absent, Vice Chairman William Watson called the meeting to order at 5:08 pm by reading The Open Public Meeting Act.

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

Absent: Chairman Andrew Worek

Staff: Patrice Harrison; Office Manager
Will Harrington, Operational Supervisor
Phil Jackson, Operational Supervisor

Legal Counsel: Len Bier; Bier Associates

Council Liaison: Councilwoman Marge Caldwell-Wilson

Owners Representative: Lou Garlatti; Albert Garlatti Construction

Presentation: Warren Broudy and Digesh Patel; Mercadien PC

Approval of Minutes from January 26, 2017:

Vice Chairman Watson asked the Commissioners if they reviewed the January 26, 2017 minutes, if so, do they have any questions or comments. Vice Chairman Watson pointed out a spelling error in the minutes. Settimo Cielo Restaurant was spelled incorrectly and will be corrected. With there being no further questions or comments, Commissioner Reyes motioned to approve the January minutes, Vice Chairman Watson seconded the motion. The motion was unanimously approved.

January Reports:

Vice Chairman Watson asked the Commissioners if there were any questions or comments concerning the January financial and expense reports. With there being none Commissioner Rice motioned to approve the January financial reports, seconded by Commissioner Shaw. The January financial reports were unanimously approved.

January Expense Checks:

Vice Chairman Watson asked the Commissioners if there were any questions or comments concerning the January expense checks. With there being none, Commissioner Reyes motioned to approve the January expense checks, seconded by Commissioner Rice. The January expense checks were unanimously approved.

Presentation:

Warren Broudy and Digesh Patel of Mercadien presented the June 30, 2016 Financial Audit. Digesh Patel reviewed their findings and informed the board that they need the Legal Letter updated by Len Bier before finalizing the Audit. Mercadien also recommended having an investment committee set up to periodically review the investment account.

Warren St. Garage:

- All repairs to the Warren St. elevator are complete and passed inspection.
- As discussed previously, Tim Haahs quoted two prices for the elevator design work, first quote of \$90,000 is including a generator if needed and the second \$75,000 is excluding the generator. Lou Garlatti also requested a design bid proposal from Tim Haahs which should considerably cut the cost; the proposal came in at \$38,000. Lou Garlatti explained the difference between the two proposals, only having a design bid report would mean that certain pieces of work would be the responsibility of the bidder to perform rather than Tim Haahs. The bidder will then in turn incorporate the additional cost in the RFP Bid. Lou Garlatti recommends the Tim Haas complete Elevator Design proposal of either the \$75,000 or \$90,000 allowing Tim Haahs to perform all needed evaluations. Commissioner Shaw motioned to engage Tim Haahs to do Full Elevator Design package not to exceed \$90,000, seconded by Vice Chairman Watson. Motion was unanimously approved.

- Tim Haahs will have the Garage Maintenance reports prepared for the March meeting. These will include the upgrading of the Warren St. elevators, which is roughly \$800,000. Len Bier has reviewed the 5yr. plan that was previously prepared noting that there was \$80,000 per year, per garage for maintenance costs. Since there have been no major maintenance projects done over the past several years at either the Liberty Commons or the Lafayette Garages, the prices seem in line. Len Bier, Lou Garlatti and Tim Haahs will be having further discussions on the subject and report back in March.

Liberty Commons Garage:

- Nothing to report

Broad and Front Garage:

- Nothing new to report on PSE&G agreement.

Merchant St. Lot:

- Nothing to report

Lafayette Garage:

- Nothing to report

Elks Lot:

Waiting on input from the first responders as to whether they feel the throughway need to remain open. Vice Chairman Watson will inquire.

Personnel Committee:

Vice Chairman Watson stated the Nexus Contract is being completed.

Market Study:

Commissioner LaBate spoke to the consultant and discussed the timeline for the study. Vice Chairman Watson asked about the cost share the board discussed previously. Commissioner LaBate said she did not have a discussion yet with the city concerning the cost share and asked Vice Chairman Watson if he could meet with them. Vice Chairman Watson will be in touch with the city concerning the study.

The Commissioners discussed the possibility of event tickets for Cigar Sundays at the Wyndham Hotel. There needs to be further discussion with all parties involved so Vice Chairman Watson suggest Commissioners Rice and Shaw gather the needed information and report back to the board next meeting.

Adjournment:

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

Meeting adjourned at 6:04 pm.

Patrice Harrison
Board Secretary