

Trenton Parking Authority

January 26, 2017

16 E. Hanover St.

Trenton, NJ 08608

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

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

Absent: Commissioner Melody Freeman

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

Guest: Steve Mania; Vtiq

Chairman Worek thanked Councilwoman Marge Caldwell-Wilson for her assistance with the Commissioner's re-appointments.

Approval of Minutes from December 8, 2016:

Chairman Worek asked the Commissioners if they reviewed the December 8, 2016 minutes, if so, do they have any questions or comments. Commissioner Rice pointed out a typo on the bottom of page one, Patrice Harrison will correct this. With there being no other questions or comments, Chairman Worek motioned to approve the December minutes, Commissioner LaBate seconded the motion. The motion was unanimously approved.

December Reports:

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

December Expense Checks:

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

Warren St. Garage:

- East Coast Elevator is waiting for the permits to start the Warren St. elevator repair.
- Tim Haahs prepared two quotes for the elevator design work. The first quote of \$90,000 is including a generator if needed, the second of \$75,000 is excluding the generator. Lou Garlatti will ask Tim Haahs to submit other options to decrease this cost.
- Lou Garlatti is waiting on the final close out paperwork for Sealcrete; the remaining balance is roughly \$4,600.

Liberty Commons Garage:

- After evaluating the Liberty Commons blueprints, Tim Haahs wrote a letter to the State Fire Inspector certifying that the door in question is not needed as a fire exit, the letter has been forwarded to the Inspector.

Broad and Front Garage:

- Lou Garlatti suggested a supervisor lower the heat in the garage to cut back on the electric but not totally shut it because the pipes could burst.

- A meeting will be set with PSE&G to discuss agreement.

Merchant St. Lot:

- Nothing to report

Lafayette Garage:

- Nothing to report

Elks Lot:

Chairman Worek called upon Steve Mania; Vtihq to discuss his request. Steve Mania is planning to put up a wall to divide the lot to prevent pedestrians and vehicles from cutting through. Questions were asked about whether or not this needs to be left as a through way for emergency vehicles and are there any egress issues that need to be addressed. Also, Steve Mania addressed the fact that the wall will entail TPA to lose 3 parking spaces. Len Bier explained that before any further discussion we need a copy of the title search and an accurate survey of the property provided by Steve Mania.

Personnel Committee:

Chairman Worek explained that since both applicants have declined the Director position the board has requested a proposal from Nexus for a short-term Operation Management contract not to exceed \$80,000 annually. Chairman Worek motion to approve a short-term contract with Nexus not to exceed \$80,000 annually, seconded by Commissioner Watson. Unanimously approved.

Snow Removal:

Snow Bid proposals were received and reviewed. Lou Garlatti informed the board that Phax Group came in the lowest for the remainder of the 2017 winter but Mr. Cee Lawn Service gave the lowest rate for the 3-year breakdown. Commissioner Watson motioned to award Phax Group the remainder of the 2017 winter and have TPA rebid the snow contract next year, seconded by Commissioner LaBate. Unanimously approved.

Market Study:

Commissioner LaBate asked the board to move forward with the Market Study. The board inquired about other interested parties sharing the cost. Commissioner LaBate feels Greater Trenton will be on board but the city still did not clarify whether they would participate. Commissioner LaBate suggested establishing a committee to solicit interested parties. The committee will consist of Commissioners Watson and LaBate.

Finance Board Resolution:

Len Bier explained that the Local Finance Board approved the Refinancing and the resolution stating this needs approval. Commissioner Watson motioned to approve Finance Board Resolution, seconded by Chairman Worek. All approved.

Commissioner LaBate mentioned that Liberty Commons Garage should have been left open later then the regular 10:00 pm on New Year's Eve. There was a party at Settimo Cielo and Commissioner LaBate feels TPA should have been aware of the party. Patrice Harrison explained to the board that they have been working closely with TDA to ensure that all events such as Patriots week were accommodated and since no one informed staff of a gathering then there was no way of them knowing. After it was brought to the staff's attention the garage was left opened later to accommodate the parkers. Commissioner LaBate would like a TPA member to reach out to all venues and mark down all monthly events. Patrice Harrison will be working with TDA to get venue information to send out a monthly email.

Adjournment:

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

Meeting adjourned at 5:57 pm.

Patrice Harrison
Board Secretary