

**Trenton Parking Authority  
December 13, 2018**

16 E. Hanover St.  
Trenton, NJ 08608

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

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

**Absent:** Commissioner Melody Freeman

**Staff:** Patrice Harrison; Office Manager  
Wil Harrington; Operational Supervisor  
Phil Jackson; Operational Supervisor

**Nexus:** Mike Ciesielka, President

**Legal Counsel:** Michael Ash; DeCotiis, FitzPatrick, Cole and Giblin, LLP

**Council Liaison:** Councilwoman Marge Caldwell-Wilson

**Owners Representative:** Lou Garlatti, Garlatti Construction

**Approval of Minutes from October 25, 2018:**

Chairman Watson asked the Commissioners if they reviewed the October 25, 2018, if so, do they have any questions or comments. Chairman Watson explained a mistake in the wording. When written in the minutes, the corrections need to be written in detail, not shown as "said corrections". Patrice Harrison will make the corrections in the October minutes and will be more detailed with corrections in any future minutes. With no further questions or comments, Commissioner Worek motioned to approve the October minutes with detailed information included, Commissioner Rice seconded the motion. The October minutes were unanimously approved.

**October Reports:**

Chairman Watson asked the Commissioners if there were any questions or comments concerning the October financial and expense reports. Commissioner Rice asked about the decrease in Lafayette Garage transient revenue and Warren St. Garage increase. Patrice Harrison explained two possible causes as to why Lafayette Garage revenue has been down could be that the hotel is still closed and South Rio hasn't been holding as many events. Warren St. Garage has gained 25 additional state access card holders. Commissioner Rice motioned to approve the October financial reports, seconded by Commissioner Shaw. The October financial reports were unanimously approved.

**November Reports:**

Chairman Watson asked the Commissioners if there were any questions or comments concerning the November financial and expense reports. Commissioner Worek motioned to approve the November financial reports, seconded by Commissioner Shaw. The November financial reports were unanimously approved.

**October Expense Checks:**

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

**November Expense Checks:**

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

## **Nexus Report**

Mike Ciesielka informed the board that the internet installation is waiting on the permits from the city. He also explained he will be setting up a share file that will allow any informative documents to be downloaded for all to view.

Trenton Health Team has been getting billed according to their monthly usage; so far it averages about a 29% savings. Mike Ciesielka asked the board if he should continue to bill them this way. A licensing agreement is being prepared by Mike Ash outlining the fact that they will be getting billed at regular price next month. Chairman Watson recommends extending the arrangement for an additional 2 months so that the board could have time to revisit the whole policy surrounding discounted rates for non profits. The board agreed to extend the agreement 2 more months and review the policy. Commissioners also suggested looking at the option of parking them in the Elks Lot spaces. Mike Ciesielka and staff will be reviewing this option.

The Operational Supervisors will be performing physical counts at 10:00 am and 2:00 pm to allow Mike to accurately set the counts at all locations.

There were 2 snow removal proposals received, Greg's Landscaping and Green State Landscaping. They gave pricing for both lump sum (not including the roofs) and per storm. Mike recommends per storm which will allow management to control the work by closing the roofs off and saving on the cost.

Chairman Watson called for a motion to accept the recommendation to award Green State Landscaping the 2019 Snow Removal Contract. Commissioner Reyes motioned to accept the recommendation to award Green State Landscaping the 2019 Snow Removal Contract, seconded by Commissioner LaBate. Unanimously approved.

Mike Ciesielka told the board that he will continue to meet with Wil Harrington and Phil Jackson on a weekly basis to move forward with needed maintenance in the garages.

### **Warren St. Garage:**

- Lou Garlatti spoke of the ongoing issue concerning the elevator sump pumps and pit depths. The board asked Lou to get a cost to enlarge the Warren St elevator pit to the recommended depth so they are prepared to meet with the Mayor's office and Fire Director to discuss options. Councilwoman Marge Caldwell Wilson said there are several people in the city that should be able to assist with this issue.
- Lou Garlatti suggested starting the design and construction phase for the Hanover St elevator. Otis submitted the drawings and wants to start fabricating the elevator. Lou asked the board if Otis should move forward with fabrication or should they wait to see the outcome after meeting with the city? The board agreed to wait for the needed permits.

### **Broad and Front Garage:**

- Nothing to report

### **Liberty Commons Garage:**

- Nothing to report

### **Lafayette Garage:**

- Nothing to report

### **Merchant St. Lot:**

- Nothing to report

### **Elks Lot:**

- Nothing to report

Chairman Watson asked for volunteers for the RFQ Review Committee. Commissioners LaBate, Reyes and Rice volunteered to sit on the Review Committee.

The 2019 Budget is being worked on and the accountant is still in need of the Capitol Budget numbers which the board will be reviewing. US Bank will provide a monthly statement showing the remaining balance after the monthly \$128,000 expense budget is deducted.

**New Business:**

Chairman Watson spoke of a meeting with JR Capasso; City of Trenton and the Mayor concerning Broad and Front St. Garage. The Mayor would like to see something happen with the garage, sooner rather than later. There has been conversation with the state about participating in the redevelopment of the site. It seems many state agencies may be coming back into the city over the next few years and there will be a need for additional parking. Another consideration is purchasing the Clover Lot, which is owned by Nexus Property, located next to the garage to be included in the redevelopment. The thought is to have a mixed use space, Commissioner LaBate wants to be sure the site will be redeveloped with the city's best interest.

Chairman Watson suggested first getting an appraisal done, followed by discussion on how to proceed with Phase 1 construction. This will be discussed further.

**Adjournment:**

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

**Meeting adjourned at 6:14 pm.**

Patrice Harrison  
Board Secretary