

**Trenton Parking Authority  
September 26, 2019**

16 E. Hanover St.  
Trenton, NJ 08608

Chairman Watson called the meeting to order at 5:01 pm by reading The Open Public Meeting Act.

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

**Absent:** Commissioner Andrew Worek

**Staff:** Patrice Harrison; Office Manager  
Wil Harrington; Operations Supervisor

**Nexus:** Absent

**Legal Counsel:** Michael Ash; Carlin & Ward

**Council Liaison:** Absent

**Owners Representative:** Lou Garlatti; Albert Garlatti

**Approval of Minutes from August 29, 2019:**

Chairman Watson asked the Commissioners if they reviewed the August 29, 2019 minutes, if so, do they have any questions or comments. With there being none, Commissioner Reyes motioned to approve the August 29, 2019 minutes, Commissioner Shaw seconded the motion. The August 29, 2019 minutes were unanimously approved.

**August Reports:**

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

**August Expense Checks:**

Chairman Watson asked the Commissioners if there were any questions or comments concerning the August expense checks. With there being nothing more, Commissioner Rice motioned to approve the August expense checks, seconded by Commissioner LaBate. The August expense checks were unanimously approved.

**Nexus Report:**

With Michael Ciesielka absent, Chairman Watson addressed the recent parking equipment issues. It is understood that replacing the equipment will run around \$500,000, which is not feasible at this time. What other options are available to either update or repair the equipment we have? It was suggested to have Mike Ciesielka gather information and inform the board.

**Recommendations for Professional Services RFQ:**

Commissioner Shaw recommended Non Profit Accounting Services for the 2019-20 Accounting Services. Commissioner Reyes motioned to award Non Profit Accounting Services with the 2019-20 Accounting Services, seconded by Commissioner LaBate. The vote to award Non Profit Accounting Services for the 2019-20 Accounting Services, 6 yes 1 absent.

Commissioner Shaw recommended Timothy Haahs and Associates for the 2019-20 Engineering Services. Commissioner Rice motioned to award Timothy Haas and Associates with the 2019-20 Engineering Services, seconded by Commissioner Reyes. The vote to award Timothy Haas and Associates with the 2019-20 Engineering Services, 5 yes, 1 absent and 1, Commissioner LaBate, opposed.

Commissioner Shaw recommended Carlin & Ward for the 2019-20 Legal Services. Commissioner Reyes motioned to award Carlin & Ward for 2019-20 Legal Services, seconded by Commissioner Rice. The vote to award Carlin & Ward for 2019-20 Legal Services, 6 yes 1 absent.

Commissioner Shaw recommended Mercadien PC for the 2019-20 Auditing Services. Commissioner LaBate motioned to award Mercadien PC the 2019-20 Auditing Services, seconded by Commissioner Rice. The vote to award Mercadien PC for the 2019-20 Auditing Services, 6 yes 1 absent.

Chairman Watson suggested holding the recommendation for Bond Counsel until next meeting.

**Budget:**

Chairman Watson asked the board if they had reviewed the 2018-19 Budget, if so he recommends the board accept the 2018-19 Budget. Motion was made by Commissioner Reyes to accept the 2018-19 Budget, seconded by Commissioner Rice. The board unanimously accepted the 2018-19 Budget.

Lou Garlatti told the board he and Perry Shaw did a walkthrough of all the locations. They wanted to assess any smaller issues in need of repair now, rather than waiting until they become potentially larger and more costly.

**Warren St. Garage:**

- Lou Garlatti met with the fire inspectors to further discuss the basement sprinklers and the standpipe. The inspectors are still saying both items are needed despite the appeal. The sprinklers will cost roughly \$125,000-\$150,000 and the standpipe will run about the same. Lou explained that TPA is not financially able to do these repairs right now, would they consider a 5 year plan for the repairs. This will be discussed further at a meeting Lou will be attending with Mike Ash at DCA.
- Steel post was repaired in the basement by Sealcrete as an emergency repair. To shore up the remaining posts you could either have them sprayed with a fire proof coating or stabilizing them by building them up.
- Hanover side elevator fabrication is moving forward.

**Broad and Front Garage:**

- The documents were filed by USA Environmental for the 2001 Tank.
- The sidewalk repair is TPA's responsibility, Lou will move ahead with requesting quotes from contractors. Lou will ask for pricing for different options and report back to the board.

**Liberty Commons Garage:**

- Chairman Watson suggested holding off on the restoration project until 2020.

**Lafayette St. Garage:**

- Lou will be gathering information and pricing on cleaning the elevator windows.
- Several motorcycles are parking on the side walk outside the garage; can we charge them for parking? This will be discussed further.

**Merchant St. Lot:**

- Nothing to report

Chairman Watson asked the board if they reviewed the revised Executive Director Job description he had distributed. If all approve they can move to advertise and start the process. The board brought up some suggestions and would like to have until Monday to revise the final copy. Motion was made by Commissioner Reyes to accept the Executive Director Job description with the understanding that by Monday the final version will be distributed before being posted, seconded by Commissioner Rice. The motion was unanimously approved.

Chairman Watson recommended holding off on the reorganizational meeting until the October meeting.

Chairman Watson would like to have a strategic planning retreat maybe in December, this will be discussed further.

Chairman Watson addressed the issue PSE&G is having with the hotel owners. Since the hotel is behind on payments, PSE&G is trying to disconnect their service. The problem is the only way this can be done without affecting the garage power would be through the hotel. The owners will not allow PSE&G to enter the hotel. Notices were posted on the hotel stating the date the electric was being shut. Mike Ash and Chairman Watson have both been in contact with PSE&G and informed them TPA's electric cannot be shut. PSE&G put an extension on the shut off date in hopes the owners will comply. After this is resolved TPA will be moving the garage meter outside of the hotel to avoid this happening again.

**Adjournment:**

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

**Meeting adjourned at 6:18 pm.**

Patrice Harrison  
Board Secretary