

**Trenton Parking Authority**  
**March 28, 2019**

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, Anne LaBate, Harry Reyes and Melody Freeman, Commissioner Rice came at 5:46 pm.

**Absent:** None

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

**Nexus:** Mike Ciesielka, President

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

**Council Liaison:** Absent

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

**Approval of Minutes from February 28, 2019:**

Chairman Watson asked the Commissioners if they reviewed the February 28, 2019, if so, do they have any questions or comments. With no further questions or comments, Commissioner LaBate motioned to approve the February minutes, Commissioner Shaw seconded the motion. The February minutes were unanimously approved.

**February Reports:**

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

**February Expense Checks:**

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

**Nexus Report**

Mike Ciesielka informed the board that there are only a few items left on the fire inspection report. Phil Jackson is moving ahead with the minor repairs and Lou Garlatti is assisting with the larger items.

Verizon continues to have problems with the lines at Liberty Commons, DSL line is out again.

A staff meeting was held to inform the employees of their increasing and have open conversation around what the staff feels need to be addressed. Overall the meeting was very productive.

Mike will be reviewing payroll bi weekly with Phil and Wil to try to keep the overtime down. They will write a memo each pay period explaining any changes to the schedule and any overtime.

Mike will be holding a training class for Nexus employees and will invite Phil and Wil to attend.

**Warren St. Garage:**

- Lou Garlatti is asking for authorization from the board for additional design work in order to complete the application for DCA, not to exceed \$16,400. Motion was made by Commissioner Reyes to authorize Lou Garlatti to get additional design work completed for DCA not to exceed \$16,400, seconded by Commissioner Shaw. Unanimously approved.

- Lou Garlatti is requesting board authorization to award Tim Haahs a not to exceed cost of \$3,400 to provide code review and analysis of 2 fire code violations, 1) need for sprinkler standpipe in Garage (7<sup>th</sup> floor) 2) add fire sprinkler system in building basement. Commissioner LaBate motioned to award Tim Haahs authorization to provide code review and analysis of 2 fire code violations, 1) need for sprinkler standpipe in Garage (7<sup>th</sup> floor) 2) add fire sprinkler system in building basement, seconded by Commissioner Shaw. Unanimously approved.

#### **Liberty Commons Garage:**

- Lou Garlatti is asking the board whether to move forward with Tim Haahs preparing the restoration project construction documents in 2019 for postpone the work until 2020. The board asked Lou if they could have Tim Haahs prepare the documents for \$78,000 but only repair what is considered critical issues right now. That would be one option; another would be to engage Tim Haahs to do an updated condition report for a fraction of the cost then move forward with critical repairs. Commissioner LaBate motioned to engage Tim Haahs to do an updated condition report for a cost to be determined, seconded by Commissioner Freeman. Unanimously approved.

#### **Lafayette St. Garage:**

- Lou Garlatti asked the board if they want to proceed with Tim Haahs preparing a Condition Survey for Lafayette Garage or postpone until 2020. Commissioner Worek motioned to authorize Tim Haahs to prepare the Condition Survey for Lafayette Garage not to exceed \$8,500, seconded by Commissioner Shaw. Unanimously approved.

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

- Nothing to report

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

- Nothing to report

Chairman Watson is requesting a meeting with Mercadien, Rahl and US Bank to discuss what TPA has in reserve. Patrice Harrison will contact all included.

Mike Ash informed the board that Travelers Insurance declined the claim for Liberty Commons Garage water damage. They want to see an action plan to assure that this will not happen again. That is not something that can be controlled or repaired so Mike Ash will be appealing the decision. The appeal will not be expensive and may be worth the effort. The board approved Mike Ash to move forward with the appeal process.

#### **RFQ Review:**

Chairman Watson suggested continuing on a month to month basis with our current professional service providers. The RFQ process needs to be revamped and there needs to be a mandatory meeting for each RFQ prior to the submittal date. These changes better prepare the bidders of what TPA is specifically looking for and the mandatory meeting will allow any interested bidders to ask questions prior to submission. The RFQ process will begin sooner this year, maybe April or May, to provide ample time to prepare. Commissioner Freeman motioned to continuing on a month to month basis with our current professional service providers as well as reviewing the RFQ language and structure beginning in April or May and a mandatory meeting prior to the submittal date for each service, seconded by Commissioner Rice. 6 Voted yes and 1, Commissioner LaBate, opposed.

Chairman Watson informed the board that the state is moving forward with building the labor building site garage. The garage will be built by TPA with the state making two annual payments coinciding with the bond payments. PSE&G will also be occupying space while they complete their project displacing 500 state workers. The state will be occupying most of the garage with the understanding that a master developer should come in and use the excess land accordingly and the option of the garage being used off hours. There will be a portion of the garage that at a later time could be converted to office/storefront space. Operational costs are still being discussed. Commissioner LaBate is strongly against the project stating that it does not line up with the city's 250 Master Plan.

Chairman Watson suggested inviting representatives from Greater Trenton, the state and the city to the next board meeting to further discuss the project. He would also like the Commissioners to email any questions or comments they have prior to the next meeting.

The Broad and Front Garage was also discussed, the city would like to see both projects being completed at the same time. The thought is to have a mixed use space with the possibility of the state leasing offices which would offset the cost.

Chairman Watson will be making a presentation to the city on April 2<sup>nd</sup> at 5:00 pm updating City Council on any upcoming projects and outlining TPA's role in any redevelopment.

Chairman Watson was approached by a possible buyer for the hotel; they also showed interest in the garage. Chairman Watson asked them to submit a proposal outlining their garage usage needs. They are possibly interested in purchasing the War Memorial Building also. The Chairman will keep the board informed.

**Adjournment:**

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

**Meeting adjourned at 6:33 pm.**

Patrice Harrison  
Board Secretary