

**Trenton Parking Authority
Regular Monthly Meeting
September 28, 2022**

16 E. Hanover St. - Trenton, NJ 08608
Via Remote

Michael Ash of Carlin, Ward, Ash and Heiart swore in newly appointed Commissioner Lindi Ashton prior to the start of the meeting.

Chairperson LaBate opened the regular monthly meeting at 5:12 pm by reading the Open Public Meeting Act.

In Attendance: Chairperson Anne LaBate, Evangeline Ugorji, Scott Rice, Samuel Tompoe, Lindi Ashton and Nancy Ugalde entered meeting at 5:45pm

Absent: Commissioner Joseph Mamman

Council Liaison: Absent

Staff: Patrice Harrison; Office Manager, Wil Harrington, Operations Supervisor, Phil Jackson, Operations Supervisor

Legal Counsel: Michael Ash; Carlin, Ward, Ash and Heiart

Owner's Representative: Lou Garlatti, Albert Garlatti Associates,

Presentations: None

Public: None

Chairperson LaBate welcomed new Commissioner Lindi Ashton.

Chairperson LaBate explained there were old Minutes, Reports and Expense Checks held over from the past meeting that need to be reviewed and moved on before moving forward with the current documents.

Approval of Minutes from May 25, 2022:

Chairperson LaBate asked the Commissioners if they reviewed the May 25, 2022, minutes, if so, do they have any questions or comments. With there being none, Commissioner Rice motioned to approve the May 25, 2022 minutes, seconded by Commissioner Tompoe. Vote: 4 yes, 1 abstain, Commissioner Ugorji and 2 absent, Commissioners Mamman and Ugalde.

May 2022 Garage Financial Reports:

Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the May 2022 financial and expense reports. With there being none, Commissioner Tompoe motioned to approve the May 2022 financial report, seconded by Chairperson Rice. Vote: 4 yes, 1 opposed, Commissioner Ugorji and 2 absent, Commissioners Mamman and Ugalde.

May 2022 Expense Checks:

Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the May expense checks. With there being none, Chairperson LaBate motioned to approve the May expense checks, seconded by Commissioner Tompoe. Vote: 4 yes, 1 opposed, Commissioner Ugorji and 2 absent, Commissioners Mamman and Ugalde.

No June 22, 2022 Minutes -Meeting Canceled due to lack of quorum.

June 2022 Garage Financial Reports:

Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the June 2022 financial and expense reports. With there being none, Chairperson LaBate motioned to approve the June 2022 financial report, seconded by Commissioner Rice. Vote: 4 yes, 1 opposed, Commissioner Ugorji and 2 absent, Commissioners Mamman and Ugalde.

June 2022 Expense Checks:

Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the June expense checks. With there being none, Chairperson LaBate motioned to approve the June expense checks, seconded by Commissioner Rice. Vote: 4 yes, 1 opposed, Commissioner Ugorji and 2 absent, Commissioners Mamman and Ugalde.

Approval of Minutes from August 24, 2022:

Chairperson LaBate asked the Commissioners if they reviewed the August 24, 2022, minutes, if so, do they have any questions or comments. With there being none, Chairperson LaBate motioned to approve the August 24, 2022 minutes, seconded by Commissioner Rice. Vote: 3 yes, 2 abstain, Commissioners Ugorji and Ashton, 2 absent, Commissioners Mamman and Ugalde.

August 2022 Garage Financial Reports:

Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the August 2022 financial and expense reports. With there being none, Chairperson LaBate motioned to approve the August 2022 financial report, seconded by Chairperson Rice. Vote: 4 yes, 1 opposed, Commissioner Ugorji and 2 absent, Commissioners Mamman and Ugalde.

August 2022 Expense Checks:

Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the August expense checks. With there being none, Chairperson LaBate motioned to approve the August expense checks, seconded by Commissioner Rice. Vote: 4 yes, 1 opposed, Commissioner Ugorji and 2 absent, Commissioners Mamman and Ugalde.

Chairperson LaBate reviewed the Profit and Loss report prepared by Non Profit accounting. There were not questions or comments from the board.

Chairpersons comments:

Chairperson LaBate said there were no new updates from the state concerning the \$1.5 million for the Broad and Front Garage Demolition.

Broad and Front Garage security gates have been installed by DAWGS. Phil Jackson explained the installation went smoothly. DAWGS performs a walk through before installation. There were roughly 10 people living in the garage. They were informed that they would not be able to get back into the garage and get their belongings after the installation but they refused to listen so there is still a lot of things left in the garage. Cleanup was also done around the outside of the garage and will be kept up.

There was not a Phoenix Advisors report for this month. They did inform us the October 1st Bond payment was fully funded.

The budget committee would like to have a discussion concerning personnel, this would be done in an Executive Session. All other items on the agenda will be addressed first before going into the Executive Session. Commissioner Ugorji questioned having to go into Executive Session to discuss the budget and why did it take this long to address the budget. Chairperson LaBate explained discussions concerning personnel need to be held in an Executive Session, Mike Ash agreed.

There is a grant opportunity for underutilized or vacant properties for the purpose of studies and such to assist with possible redevelopment costs. Chairperson LaBate will circulate further information on the subject. She will start the grant process and inform the board of the status.

Trenton Police Department Internal Affairs Division will be moving out of the space they occupy in the Hanover office area. Chairperson LaBate is asking to allow The Capital Philharmonic to store boxes of old sheet music and other materials they have found in space previously rented by the defunct Trenton Symphony. They are in need of a place to temporarily store it while they inventory it and find a more permanent solution. This would be a short-term agreement allowing them to use the space. Commissioner Ugorji objected to this arrangement since they will not be paying. Chairperson LaBate motioned to engage in a short-term agreement with The Capital Phil Harmonic allowing them to use the office space in Hanover offices for storing misc. Items, seconded by Commissioner Rice. Commissioner Rice asked for a friendly amendment to the motion addressing an end date of December 31, 2022 to come back and revisit the agreement. Chairperson LaBate asked for another friendly amendment changing the date until January 31, 2023 to come back and revisit the agreement.

Commissioner Ugorji said TPA is not in the donation business. Commissioner Rice explain that we should help when we can. Mike Ash said there will need to a license agreement written up not just a regular agreement. He will prepare this license agreement. Commissioner Ugalde enter the meeting at 5:45 pm. Chairperson LaBate asked for a vote on the motion. Vote: 4 yes, 2 abstained, Commissioners Ugorji and Ugalde.

Chairperson LaBate called on Lou Garlatti to review the facilities reports.

Warren St. Garage:

- Lou Garlatti updated the board on the status of Warren St. elevator project. The stainless-steel pieces were finally received and are currently at the manufactures being be formed. Hopefully within a few weeks the project will be ready for inspection.
- There is damage to one of the storefront doorways on Hanover St., TDA uses this location to house equipment. This has been looked at by a contractor who is willing to do the job after it is assessed by an engineer since there is also damage to the surrounding concrete which could cause structural issues. Lou Garlatti will come inspect the site and report back to THA Consulting for further direction.

Broad and Front Garage:

- Nothing to report

Liberty Commons Garage:

- Nothing to report

Lafayette St. Garage:

- Phil Jackson reached out to Lou Garlatti concerning the ongoing step deterioration in the Lafayette Garage, there have been several complaints. The contractor came to assess the deterioration and again would like it to be assessed by an engineer before moving forward. Lou Garlatti will go analyze the situation and report to THA Consulting for advice.

Commissioner Rice suggested having a tour of the facilities to allow the Commissioners to better understand the items being discussed. Patrice Harrison will reach out to the board for dates and times that would work. Most Commissioners stated early on a Saturday would work best.

Merchant St. Lot:

- Nothing to report

Elks Lot:

- Nothing to report

Professional RFQ's will be updated and sent to the board prior to sending them out. Chairperson LaBate asked for volunteers to sit on the RFQ Committee, Commissioner Ugorji and Chairperson LaBate will sit on the committee.

Public Comments: None

Chairperson LaBate motioned to enter into Executive Session at 6:06pm.

Chairperson LaBate returned to the regular meeting at 6:33pm.

Adjournment of the regular monthly meeting:

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

Meeting adjourned at 6:34 pm.

Patrice Harrison
Board Secretary