

**Trenton Parking Authority  
Regular Monthly Meeting  
June 26, 2024**

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

**In Attendance:** Chairperson Anne LaBate, Scott Rice, Samuel Tompoe and Lindi Ashton

**Absent:** Commissioners Evangeline Ugorji, Joseph Mamman and Nancy Ugalde

**Council Liaison:** Councilwoman; Teska Frisby

**Staff:** Patrice Harrison; Administrative Manager  
Phil Jackson, Operations Manager

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

**Owner's Representative:** Lou Garlatti; Garlatti Construction

**Public:** None

Chairperson LaBate opened the regular monthly meeting at 5:03pm by reading Notice of the Open Public Meeting Act.

**Approval of Minutes from May 22, 2024:**

Chairperson LaBate motioned to approve the May 22, 2024 minutes, seconded by Commissioner Tompoe. Chairperson LaBate asked the Commissioners if they had any questions or comments on the minutes. With there being none, the minutes were unanimously approved.

**May 2024 Garage Financial Reports:**

Chairperson LaBate motioned to approve the May 2024 financial report, seconded by Commissioner Rice. Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the May 2024 financial and expense reports. With there being none, the financial reports were unanimously approved.

**May 2024 Expense Checks:**

Chairperson LaBate motioned to approve the May 2024 expense checks, seconded by Commissioner Tompoe. Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the May expense checks. Commissioner Rice questioned a several checks. Patrice Harrison explained the questioned items. With there being nothing else, the expense checks were unanimously approved.

Chairperson LaBate reviewed the Non-Profit Accounting and Phoenix Advisors reports for May 2024 and asked if there were any questions. With none they moved the meeting forward.

**Chairperson's comments:**

Chairperson LaBate said she, Lou Garlatti and Patrice Harrison met with CCRC to continue the discussion surrounding the \$1.5 million for the B&F demolition. Lou Garlatti updated the demolition budget to submit to CCRC when we proceed with resubmitting the grant application. Chairperson LaBate asked for Lou Garlatti to revise some of the wording used in the draft, they will discuss further.

Chairperson LaBate spoke on the updates surrounding the Asset Activation Grant. A final draft of the RFEI is nearly complete after several people reviewed and gave feedback. The coinciding website is still not ready to go; it is expected to be completed and RFEI issued soon. Councilwoman Frisby asked for clarification of the Asset Activation Grant and what it entails. Chairperson LaBate explained NJEDA made grants available to develop plans for underutilized publicly owned property, for which TPA we submitted the application. The grant was broken down into a two-step process, first being Civic Engagement in which NJ Future was hired to carry out. The second step, is creating and circulating an RFEI (Request for Expressions of Interest) to prospective developers. We are hoping to get several proposals, from which we would select a shortlist of those with the track record and capacity for a project of this size. We would then as those developers selected to respond to an RFP, a request for proposals.

Chairperson LaBate asked the board to move on the Verizon Antenna Proposed Agreement that was included in their materials. Mike Ash explained the agreement is pretty standard except for a few comments and questions such as Verizon would need 24-hour access to the garage. Commissioner Rice questioned whether the updated electrical system be sufficient to run the system? Lou Garlatti said he believed they will be running their own generator or a separate meter for billing. Chairperson LaBate motioned to approve the Verizon Antenna Agreement subject to the final attorney review, seconded by Commissioner Rice. Motion was unanimously approved.

#### **Lafayette Garage:**

Lou Garlatti gave the following update for the electrical repairs: the electrician, Joe Peeples, is ready to pull permits, order and release the transformer and schedule PSE&G, which will allow us to schedule the completion of this project. Currently a generator is still being used to power the garage. No commitment has been received yet from Travelers Insurance to pay the TPA claim. Allied Federal Electric submitted a proposal for work involving ordering and releasing of the transformer in the amount of \$95,205 which will be divided into 3 payments. Chairperson LaBate motioned to move forward with the Allied Federal Electric proposal for work involving ordering and releasing of the transformer in the amount of \$95,205, initial payment will be roughly \$32,000, seconded by Commissioner Rice. The motion to approve Allied Federal Electric proposal was unanimously approved.

#### **Broad and Front Garage Demolition Project Update:**

Lou Garlatti said after the earthquake THA did an additional inspection which showed slight movement in the structure. They suggest 2 additional structural assemblies be installed. Sealcrete submitted a proposal of \$9,500 to complete the additional work. Chairperson LaBate motioned to approve the Sealcrete proposal of \$9,500 to install additional structural assemblies to the Broad and Front Garage, seconded by Commissioner Rice. Motion to approve the Sealcrete proposal of \$9,500 to install additional structural assemblies to the Broad and Front Garage was unanimously approved.

With Lou Garlatti retiring after the next meeting, he wanted to revisit some ongoing recommendations that would still need to be addressed. First item would be getting updated structural reports on both the Lafayette Garage and Liberty Commons Garage since the last were done in 2019. Next, would be the open state fire inspection items at Warren St Garage, fire rated doors installed throughout the garage, sprinkler system installed in the basement and a stand-pipe installed in the garage.

#### **Comcast Smart Solutions:**

Chairperson LaBate reached out to LAZ Parking and Nexus Parking, as suggested by Commissioner Tompoe, to compare our other possible options with Comcast Smart Solutions proposal. After meeting with them it is clear both would be looking to manage the location, not just the equipment so they would not work for our more narrow technology needs. With that, Chairperson LaBate motioned to approve the Comcast Smart Solution proposal for a pilot program at the Warren St. Garage subject to further attorney review, seconded by Commissioner Tompoe. Motion to approve the Comcast Smart Solution proposal for a pilot program at the Warren St. Garage subject to further attorney review was unanimously approved.

Councilwoman Frisby agreed with updating the equipment and expressed Merchants frustration with parking downtown. Patrice Harrison explained several programs available to the Merchants and will pass along this information to Councilwoman Frisby.

THA Consulting, Inc. informed us that the State Treasury Department has hired them to examine their parking usage and needs. They will be reaching out for further information from us.

Chairperson LaBate and Patrice Harrison met with CBIZ, Borden Perman Insurance to review the upcoming years insurance rates. This year Chubb Insurance is quoting the most reasonable price verses Travelers Insurance. Travelers Insurance is reflecting not only the Lafayette Electrical Vandalism claim but also past claims such as the Liberty Commons Garage fire claim.

Mike Ash wants to verify we will be getting the same customer service with Chubb as we did with Travelers since they have always given excellent service, sometimes its worth paying the higher price if warranted. Patrice Harrison will reach out to CBIZ to confirm before moving forward.

Chairperson LaBate spoke to Councilwoman Frisby concerning board membership, further discussion will be had with Council and Mike Ash concerning this. She will keep the board updated.

Commissioner Rice asked when the RFEI should be going out. Chairperson LaBate stated she is hoping for Mid-July.

**Adjournment of the regular monthly meeting:**

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

**Meeting adjourned at 6:38 pm.**

Patrice Harrison  
Board Secretary