

**Trenton Parking Authority
Regular Monthly Meeting
May 22, 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

Presentation: Comcast Smart Solutions: Jack Purcell, Jordan Weiss-Umojo & Don Feltenberg

Chairperson LaBate opened the regular monthly meeting at 5:05pm by reading Notice of the Open Public Meeting Act.

Presentation:

Chairperson LaBate introduced Jack Purcell, Jordan Weiss-Umojo & Don Feltenberg from Comcast Smart Solution and explained we have been meeting with them to discuss different options to update the our access equipment, as cost effectively as possible. Don Feltenberg told the board a little about the company and explained they have come up with solutions to address some of our issues. They propose a pilot program at Warren St Garage by putting on overlay over the existing equipment. This programming will allow such things as customers using QR Codes to enter the garage and pay through an app. This would eliminate the use of tokens by MCCC and have the students.

The program would provide better data to use in planning, budgeting and rate setting. Comcast has submitted a proposal for the installation of \$11,021 and a monthly fee of approximately \$1,838, since the monthly fee would be calculated by the usage. Commissioner Rice questioned the current use of access cards, could this continue along side of the new programming? The answer is yes, the current access cards can continue to be used along with the QR Code, it would be the customers preference. Commissioner Tompoe asked several questions to them concerning the program.

Commissioner Tompoe suggested the board get additional quotes before moving forward. Chairperson LaBate will reach out to LAZ Parking and Nexus Parking to discuss or meet.

Approval of Minutes from April 24, 2024:

Chairperson LaBate motioned to approve the April 24, 2024 minutes, seconded by Commissioner Ashton. Chairperson LaBate asked the Commissioners if they had any questions or comments on the minutes. With there being none the vote was unanimously approve

April 2024 Garage Financial Reports:

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

April 2024 Expense Checks:

Chairperson LaBate motioned to approve the April 2024 expense checks, seconded by Commissioner Rice. Chairperson LaBate asked the Commissioners if there were any questions or comments concerning the April expense checks. Commissioner Rice asked for an explanation for two checks, these were further explained by Patrice Harrison. With there being nothing more, the vote was unanimously approved

Chairperson LaBate and the board reviewed the and Non-Profit reports for April 2024 and the March and April 2024, Phoenix Advisors' reports and are there any questions. With none they moved the meeting forward.

Chairperson's comments:**Lafayette Garage:**

Lou Garlatti reported they are still waiting on PSE&G and the electrician, Joe Peeples, to complete the needed evaluation for moving forward with the new transformer. The insurance company is still reviewing the claim but it appears they will be paying for the full claim plus the generator costs. For now, the garage is still running on the temporary generator until all repairs are complete.

Chairperson LaBate reached out to CCRC to set up a meeting to start the new grant process. Lou Garlatti prepared a new updated and detailed budget for the pre demolition, this will be fine-tuned for us to provide to CCRC.

Broad and Front Garage Demolition Project Update:

Lou Garlatti has been working on updating the B&F demo budget to submit to CCRC. He provided the board a proposal from THA to prepare a Design package bid document. Include is a proposal from a subcontractor, Colliers Engineering. Some items on the 2 proposals are duplicated and will be reviewed before finalizing. Commissioner Rice questioned the safety measures that will be in place during the demolition, Lou said this would be addressed in the bid package. The garage would be taken down section by section not by imploding, therefore the perimeters will be set accordingly.

Lou Garlatti asked the board if they would want to move ahead with any of these items at this time. Chairperson LaBate would like to meet with CCRC before moving forward.

Councilwoman Frisby questioned the safety of the area surrounding the garage, especially the corner of Broad and Front streets. The spot is a haven for skateboarders and would need to be secure during the demolition process. She also suggested giving ample notice to the public so they can prepare for any road closures.

Chairperson LaBate informed the board the after many years, Lou Garlatti is retiring. We are so thankful for all the knowledge and assistance he has brought us through the years, and he will be missed. Lou said he will continue with us through the transition process to bring the new Owner's Rep up to speed.

Chairperson LaBate updated the board on the Asset Activation Grant. A draft of the RFEI has been reviewed by several different people and feedback has been given. The document will need to be tweaked and the website is still not ready to go. Chairperson LaBate is expecting to have it completed and the RFEI issued by soon.

Commissioner Rice questioned the time frame of issuing the RFEI, there should be a definitive date. Chairperson LaBate explained there is still work to be done and it shouldn't be issued incomplete. Commissioner Rice understood this but it has been dragging on for months with no end in sight. Again, he said there needs to be a set date, such as June 15th, she agreed June 15th may work.

Data and Equipment Projects: Chairperson LaBate asked Commissioner Rice to give an update on the Caldwell University data project. Commissioner Rice missed the last meeting but reviewed a copy of their presentation. He feels the presentation was done nicely but questioned whether the findings coincide with the true numbers on our books. He asked Patrice Harrison to take a look and see if they are similar.

Commissioner Rice asked the board if anyone received their Financial Disclosure yet, he has not. Mike Ash and Chairperson LaBate were the only ones to receive them, she will reach out to the city to find out why they were not received.

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 6:44 pm.

Patrice Harrison
Board Secretary