**PARKING AUTHORITY OF THE CITY OF CAMDEN**

**REGULAR BOARD MEETING**

**OPEN SESSION MINUTES**

**FEBRUARY 11, 2016 – 6:00 P.M.**

**Commissioners in Attendance**:

Commissioner Angel L. Alamo, Commissioner Mary Espinal, Commissioner Barry Moore, Commissioner Shaneka Boucher, Commissioner Jose Martinez, Jr.

**Staff and Consultants in Attendance**:

Willie E. Hunter, Sr., Executive Director

Charles Holmes, Holmes & Company

Brett Wiltsey, Esq. – Dilworth Paxson – Special Counsel

Glynn Jones – City Finance Director

Joe Myers, Coopers Ferry

**Others Present**:

Karl Walko

**Meeting called to order at 6:00 p.m.**

**Public Notice:**

Mr. Wiltsey stated that the Parking Authority of the City of Camden gave notice of the time, place and date of this meeting by providing such notice by legal advertisement in the Courier-Post

Newspaper. A copy of the meeting notice was delivered to the Press Room in City Hall (in compliance with Open Public Meetings Law, P.L. 1975 e. 231).

**Public Comment:**

Mr. Karl Walko asked if a Personnel Committee would be formed for 2016.

**Directors/Consultant’s Report**:

- Mr. Myers gave report on Coopers Ferry’s efforts to bring projects and events to the waterfront and reminded the Commissioners to provide their comments to the Strategic Plan.

- Mr. Holmes gave a financial report that advised that the Authority is in an excellent financial condition and position.

- Mr. Hunter referred to his written report provided to all Commissioners.

**Election of Officers**:

Motions were made as part of the Commissioner’s reorganization efforts for 2016.

**R2016-01:01** Commissioner Alamo made a motion to reappoint Mr. Martinez, Jr. as Chairman, the motion was seconded by Ms. Espinal. It was approved 5-0.

**R2016-01:02** Commissioner Alamo made a motion to appoint Mr. Moore as Vice Chairman, the motion was seconded by Chairman Martinez, Jr. The motion was approved 5-0.

**R2016-01:03** Chairman Martinez, Jr. made a motion to appoint Cheryl Dixson as Secretary, the motion was seconded by Commissioner Alamo. The motion was approved 5-0.

**R2016-01:04** Chairman Martinez, Jr. made a motion to table the resolution appointing a treasurer, the motion was seconded by Commissioner Alamo and was approve 5-0.

**Adoption of Minutes**:

The January minutes were reviewed and approved by Board of Commissioners’ 4-1, Chairman Martinez, Jr.-yes, Vice Chairman Moore-yes, Commissioner Alamo-yes, Commissioner Boucher-yes, Commissioner Espinal-Abstained

 **Adoption of Resolutions**:

**Resolution R2016-01:05 Board Meeting times will be 6pm**

**Resolutions R2016-01:06 through R2016-01:13 were unanimously approved.**

**R2016-01:06** Approving the Holiday Schedule for Union and Non-Union Employees for the Year 2016

**R2016-01:07** Establishing First Colonial Bank and BB&T Bank as the Depository of Funds of the Parking Authority of the City of Camden

**R2016-01:08** Designating the Courier Post as the Newspaper of General Circulation for All Legal Notices

**R2016-01:09** Designating the Custodian of and Establishing an Imprest (Petty Cash) Fund

**R2016-01:10** Approving Cash Disbursements for the Balance of the Month of December 2015 and for the Month of January 2016

**R2016-01:11** Authorizing the Parking Authority to approve a Real Estate, Development and Stakeholder Liaison Consulting Services

**R2016-01:12** Authorizing the Executive Director to Advertise for Bids for Various Items during the Fiscal Year of 2016

**R2016-01:13** Authorizing the Parking Authority to approve an Agreement for Auditing Services

**Resolution** **R2016-01:14** Authorizing the Parking Authority to approve an Agreement for Special Counsel was tabled unanimously.

**Resolution R2016-01:15 through R2016-01:20 were unanimously approved.**

**R2016-01:15** Authorizing the Parking Authority to approve an Agreement for a Vision Plan

**R2016-01:16** Authorizing the Parking Authority to enter into an Agreement with Ruderman, Horn & Esmerado, P.C.

**R2016-01:17** Approving a parking agreement between Victor Associates, L.P. and the City of Camden Parking Authority

**R2016-01:18** Authorizing the Parking Authority to enter an Agreement with the City of Camden for Ticket Revenue disbursements ($5.00) per ticket

**R2016-01:19** Authorizing the Parking Authority to enter into an Agreement with M & C Insurance Agency to represent the Parking Authority as their Risk Management

**R2016-01:20** Authorizing the Parking Authority to approve the 2016 Budget

**Resolutions R2016-01:21** Authorizing the Parking Authority to approve a salary increase of two percent (2%) and (3) three week vacation for Non-Union employee Kathy Mullins, Project Manager was approved by a 3-2 vote. Chairperson Martinez, Commissioner Alamo and Commissioner Espinal voted in favor and Vice Chairperson Moore and Commissioner Boucher voted against.

**Resolutions R2016-01:22 through R2016-01:24 were unanimously approved**

**R2016-01:22** Authorizing the Parking Authority to approve a salary increase of two percent (2%) for Non-Union employee Janell Vick-Jones, Administrative Aide

**R2016-01:23** Authorizing the Parking Authority to enter into an Agreement with Camden County Juror parking

**R2016-01:24** The Parking Authority authorizing proprietary purchase of Hamilton Parking Access Revenue Control System

**R2016-01:25** Closed Session

**NEW BUSINESS:**

None.

**ADJOURNMENT**

Motion to adjourn was made and seconded all were in favor.

Meeting adjourned at 7:15 p.m.

Minutes Submitted By:

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Brett Wiltsey, Esq.

DILWORTH & PAXSON

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Cheryl Dixon

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