

**PARKING AUTHORITY OF THE CITY OF CAMDEN
REGULAR MONTHLY BOARD MEETING
OPEN SESSION MINUTES
MONDAY, NOVEMBER 24, 2025, AT 2:00 PM**

Commissioners in Attendance:

Chairman – Jose Martinez
Vice-Chairman- Jasper Muhammad
Commissioner – Tasha Gainey
Commissioner – Mary Espinal
Commissioner – Troy Still

Staff and Consultants Attending:

Brett Wiltsey, General Counsel – Obermayer, Rebmann, Maxwell & Hippel LLP
Steve Kovacs – Holmes & Co.
Joe Myers – Camden Community Partnership
Willie Hunter – Executive Director
Brent Lee – Auditor

Public Notice:

The Regular Monthly Meeting of the Parking Authority of the City of Camden was legally advertised in the Courier-Post Newspaper, and the Meeting Notice Statement and Agenda were posted on PACC website on Friday, November 21, 2025.

Roll Call:

Chairman Martinez	Here
Vice-Chairman Muhammad	Here
Commissioner Espinal	Here
Commissioner Gainey	Delayed Arrival – 2:03pm
Commissioner Still	Delayed Arrival – 2:08pm

Public Comment:

No public comment.

Adoption of the Minutes:

Minutes of October 27, 2025 – Motion by Chairman Martinez, second by Vice-Chairman Muhammad. All in favor.

Consultation Reports:

Joe Myers- Spoke about the turkey giveaways and tree lighting events in the city. Also, the parking inventory for 2026 will be increasing as the Port is going to give us access to lots they are fixing up. This will add hundreds of parking spots for events.

Steve Kovacs – Spoke about revenue for October 2025. The revenue for the month of October 2025 is \$233,107.03 compared to \$263,198.75 in October 2024. Expenses for the month of October 2025 are \$248,055.45 compared to \$376,938.36 in October 2024. The October 2025 excess of expenses over revenue was (\$14,948.42).

The year-to-date revenue through October 2025 is \$2,743,251.88 compared to \$3,471,128.68 in October 2024. The year-to-date expenses through October 2025 are \$3,045,904.16 compared to \$3,134,972.79 in October 2024. The year-to-date excess of expenses over revenue through October 2025 is (\$302,652.28).

Brent Lee – Independent auditor’s report for 2024 was completed. A profit of \$780,00 was made for the year but the filing was delay we had to wait for the state to give us numbers.

Finding 2024-01 – It was noted during our audit that the Authority did not approve a cash management plan in order to be in compliance with N.J.S.A. 40A:5-14.

Finding 2024-002 – There were ten (10) instances where cash receipts were not promptly deposited into the bank (within 48 hours) totaling \$17,030 in order to be in compliance with N.J.A.C. 5:31-3.1(b).

Another matter that we came across was a former employee’s benefits still being paid for. Once this was reported to the office it was corrected right away. A corrective action plan must be made for the two findings.

Executive Director’s Report:

We worked hard with our accountants to get the budget done and I would like to thank everyone. A resolution was made last month to fix the cash management, and we will work on getting the corrective action plan done for the next meeting. If you have any questions about my report that was put in the packet, please let me know.

Adoption of Resolutions:

- **R2025-11:66** – The Parking Authority of the City of Camden Approving Cash Disbursements for the Balance of the Month of October 2025 and November 2025 motion to approve by Chairman Mmartinez, second by Vice Chairman Muhammad; Approved unanimously.

Roll Call:

Martinez	Yes
Gainey	Yes
Espinal	Yes
Muhammad	Yes
Still	Yes

- **R2025-11:67** – The Parking Authority of the City of Camden Introducing Budget for the 2026 Fiscal Year motion to approve by Chairman Mmartinez, second by Vice Chairman Muhammad; Approved unanimously.

Roll Call:

Martinez	Yes
Gainey	Yes
Espinal	Yes
Muhammad	Yes
Still	Yes

- **R2025-11:68** – The Parking Authority of the City of Camden Approving the 2023 and 2024 Audit of Capital Budgets for 2023 and 2024 motion to approve by Chairman Mmartinez, second by Vice Chairman Muhammad; Approved unanimously.

Roll Call:

Martinez	Yes
Gainey	Yes
Espinal	Yes
Muhammad	Yes
Still	Yes

Old Business:

None.

New Business:

None.

Adjournment:

Motion to adjourn made by Chairman Martinez, second by Vice-Chairman Muhammad.

All were in favor.

Meeting adjourned at 2:20 pm.