

**PARKING AUTHORITY OF THE CITY OF CAMDEN  
REGULAR MONTHLY BOARD MEETING  
OPEN SESSION MINUTES  
MONDAY, JANUARY 27, 2025, AT 2:00 PM**

**Commissioners in Attendance:**

Chairman – Jose Martinez  
Commissioner – Troy Still  
Commissioner – Tasha Gainey  
Commissioner – Mary Espinal

**Staff and Consultants Attending:**

Willie Hunter – Executive Director, PACC  
Brett Wiltsey – Obermayer, General Counsel  
Joe Meyers – Camden Community Partnership  
Charles Holmes – Holmes & Co.

**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, January 24, 2025.

**Roll Call:**

Chairman Martinez	Here
Vice-Chairman Muhammad	Absent
Commissioner Espinal	Here
Commissioner Gainey	Here
Commissioner Still	Here

**Public Comment:**

No public comment.

**Adoption of the Minutes:**

Minutes of December 11, 2024 – Motion by Chairman Martinez, second by Commissioner Tasha Gainey. All in favor.

## **Consultation Reports:**

Joe Meyers – Getting ready for 2025 concert parking. Seeking new inventory while also upgrading existing inventory leading up to May. Camden Community Partnership events at Roosevelt Plaza, Wiggins, and North Camden will have PACC presence.

Charles Holmes – Spoke about revenue for November 2024. The revenue for the month of November is \$234,762.90 and expenses for the month of November are \$277,974.21. There is an excess of expenses over revenue for the month of November of \$43,211.31. The year-to-date revenue through November is \$3,679,367.43 and the year-to-date expenses through November are \$3,416,429.58. The year-to-date excess revenue over expenses through November is 262,937.85.

## **Executive Director's Report:**

### ***Recap of 2024***

2024 was a very productive and successful year for the Parking Authority. We had a tremendous concert season resulting in a significant increase in revenue.

Our enforcement officers did a great job of building positive interactions with residents and consistently ensuring public compliance with the city's parking ordinances.

Our maintenance department worked around the clock to ensure the beautification and upkeep of the parking garages and lots.

Our administration worked diligently to acquire new projects while also partnering with the Camden County Police Department to address the issue of abandoned vehicles throughout the city. Additionally, our administration successfully held morale-boosting activities for all employees.

### ***Goals for 2025***

We will look to acquire locations throughout the city to install additional parking meters. We will also implement a 10% increase for all parking lots while also increasing the number of parkers in the lots. PACC and DPW will work together to perform maintenance on residential parking signs and curb repainting. The Third Street Parking Lot project will be completed before the 2025 concert season begins. Also, in conjunction with the Camden County Police Department, we will enforce alleyways throughout the city. Furthermore, administration will work closely with department supervisors to develop and implement strategies to further increase efficiency and productivity.

**Adoption of Resolutions:**

**R2025-01:05 through R2025-01:27**– Motion to Approve as a Consent Agenda made by Chairman Martinez, second by Commissioner Still; Approved unanimously.

**Roll Call:**

Martinez	Yes
Gainey	Yes
Espinal	Yes
Muhammad	Absent
Still	Yes

- **R2025-01:01** – The Parking Authority of the City of Camden Electing a Chairperson.
- **R2025-01:02** – The Parking Authority of the City of Camden Electing a Vice Chairperson.
- **R2025-01:03** – The Parking Authority of the City of Camden Authorizing the Appointment of a Secretary.
- **R2025-01:04** – The Parking Authority of the City of Camden Authorizing the Appointment of a Treasurer.
- **R2025-01:05** – The Parking Authority of the City of Camden Approving the Holiday Schedule for Union & Non-Union Employees for the Year of 2025.
- **R2025-01:06** – The Parking Authority of the City of Camden Establishing the Dates and Times of the Regular Monthly Meetings for the Year of 2025.
- **R2025-01:07** – The Parking Authority of the City of Camden Designating the Custodian of and Establishing an Imprest (Petty Cash) Fund.
- **R2025-01:08** – The Parking Authority of the City of Camden Authorizing the Executive Director to Advertise for Bids for Various Items During the Fiscal Year of 2025.
- **R2025-01:09** – The Parking Authority of the City of Camden Designating the Courier Post as the Newspaper of General Circulation for Legal Notices.
- **R2025-01:10** – The Parking Authority of the City of Camden Authorizing the Executive Director to Advertise for Bids for Various Items During the Fiscal Year of 2025.
- **R2025-01:11** – The Parking Authority of the City of Camden Approving Cash Disbursements for the Balance of the Month of November 2024 and December 2024.
- **R2025-01:12** – The Parking Authority of the City of Camden Approving Agreement for Special Counsel Legal Services.
- **R2025-01:13**– The Parking Authority of the City of Camden Approving Obermayer, Rebmann, Maxwell & Hippel LLP, for General Counsel Services
- **R2025-01:14** – The Parking Authority of the City of Camden Approving Damon G. Tyner, LLC, for Special Labor Counsel Services.
- **R2025-01:15** – The Parking Authority of the City of Camden, Approving Brent W. Lee & Company, for Auditor Services.
- **R2025-01:16** – The Parking Authority of the City of Camden, Approving Holmes & Company, for Accounting Services.

- **R2025-01:17** – The Parking Authority of the City of Camden Authorizing the Appointment of a Custodian of Public Records in Accordance with the Open Public Records Act.
- **R2025-01:18** – The Parking Authority of the City of Camden Appointing a Public Agency Compliance Officer.
- **R2025-01:19** – The Parking Authority of the City of Camden Authorizing a Contract for Qualified Purchasing Agent Services
- **R2025-01:20** – The Parking Authority of the City of Camden Authorizing Fair & Open Procurement of Professional Services for the Provision of Design Restoration and Engineering Services for 2025.
- **R2025-01:21** – The Parking Authority of the City of Camden Awarding a Contract for 2025 Snow Removal Services to AP Construction.
- **R2025-01:22** – The Parking Authority of the City of Camden Approving Agreement for Real Estate Development and Stakeholder Liaison Services for 2025.
- **R2025-01:23** – The Parking Authority of the City of Camden Approving an Agreement with Laramie PA for Parking Consulting, Owners Representative and Employment Practices Services.
- **R2025-01:24** – The Parking Authority of the City of Camden Approving an Amendment to the 2023 Budget to Increase the Capital Budget.
- **R2025-01:25** – The Parking Authority of the City of Camden Resolution Authorizing Salary Adjustment for Administrative Aide.
- **R2025-01:26** – The Parking Authority of the City of Camden Authorizing License Agreement with CME Associates.

**Motion to begin closed session made by Brett Wiltsey. Motion by Chairman Martinez. Second by Commissioner Still.**

**All were in favor.**

**Closed session began at 2:13 pm.**

**Old Business:**

None.

**New Business:**

None.

**Adjournment:**

Motion to adjourn made by Brett Wiltsey, second by Chairman Martinez.

**All were in favor.**

**Meeting adjourned at 2:24 pm.**