

**PARKING AUTHORITY OF THE CITY OF CAMDEN
REGULAR BOARD MEETING
OPEN SESSION MINUTES
March 25, 2013**

Commissioners in Attendance:

Chairman Angel L. Alamo, Vice-Chairman Michael B. Jordan, Commissioners: Sanders Kendrick, Fatio Leyba Martinez and Barry Moore

Staff & Consultants Attending:

James Zullo, Interim Co-Executive Director
Leonard Bier, Interim Co-Executive Director
Willie Hunter, Director of Operations
Daniel Bernardin, General Counsel
Albert Green, Authority Accountant
Charles Holmes, Holmes & Co., External Accountant
Joseph Myers, CFDA

Meeting was called to order at 6:00 P.M.

Public Notice:

General Counsel Bernardin 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. Meeting notice statement and agenda was posted on the bulletin board in the lobby of Camden City Hall on Thursday, March 21, 2013 at 8:51 A.M. 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.)

Motion To Adopt the Minutes of the Board Meeting of February 25, 2013

Motion by: Commissioner Kendrick and seconded by Commissioner Martinez

Vote: Alamo – Yes
Jordan – Yes
Kendrick – Yes
Martinez – Yes
Moore – Yes

I. Report of Joe Myers – CFDA

Joe Myers reported on the status of the Cirque event and advised that Mr. Zullo, Mr. Hunter and CFDA were finalizing the lease agreement. Mr. Myers will keep the Authority informed. The master event schedule was being worked on with particular focus on heavy event dates such as June 30 when there will be the San Juan Baptiste

event, an SBC concert, baseball and the Cirque shows. Mr. Myers noted the CFDA has been receiving inquiries for smaller events on the Waterfront as a result of positive exposure from the Flutag, Cirque and other events showcasing the Waterfront.

Regarding Cirque event preparation, Mr. Zullo updated the Board on the ABR Consultants utility surveys. ABR was able to provide to Cirque an updated utility survey and ground penetrating radar survey to assist Cirque in positioning its tents and facilities. Authority representatives will visit the Cirque site at Shea Stadium in New York to review parking logistics and operations.

II. Financial Report

Report of Holmes & Company, LLC

Charles Holmes reviewed the Compiled Financial Statement for February 28, 2013 and 2012 which is included in the Commissioner's Board Agenda Packet. Mr. Holmes reported that the Authority has a strong capital improvement fund, but noted budgeted spending for capital items, to upgrade facilities and operations.

Mr. Bier cautioned that while Authority revenue and working capital reserves are currently strong, approved Authority capital projects will reduce capital reserves.

Mr. Holmes reported that gross parking revenue has increased year to date (YTD) primarily due to an increase in monthly parking at the Hinson Garage. Daily parking is down \$45,000 year to date and staff will further investigate the reasons for the decline in daily parking revenue. On-street parking meter revenue has increased YTD.

Mr. Holmes advised that the Commissioners needed to pass a resolution authorizing the Authority's late filing of the Authority's 2013 Budget. He explained to the Commissioners that DCA regulations require a resolution be passed by the Board to acknowledge the late filing of the 2013 Budget.

III. Resolutions

Motion To Table Resolution 2013 – 03:30 Authorizing the Contract for Special Counsel Services for Project Development

Motion by: Commissioner Martinez and seconded by Commissioner Kendrick

Vote: Alamo – Yes
Jordan – Yes
Kendrick – Yes
Martinez – Yes
Moore – Yes

Consent Agenda

- R2013-03:23 Authorizing Cash Disbursements)
- R2013-03:24 Authorizing AFLAC Flexible Spending Plan
- R2013-03:25 Authorizing Authority's Late Budget Submission
- R2013-03:26 Authorizing the purchase of two Variable/Digital Message Boards to support event parking operations from Allas Flasher & Supply Co. of Middleton, NJ in the amount of \$28,980.00
- R2103-03:27 Authorizing the purchase and installation of Parking Access Revenue Control Equipment for the Hinson Waterfront Garage and Lot 45 from Richard N. Best Associates of Levittown, PA in the amount of \$84,965.00
- R2013-03:28 Authorizing a Contract with PARKNOW of Garden City, NY to provide Pay-by-Cell Service allowing patrons to pay for metered parking in the City of Camden
- R2013-03:29 Authorizing a Contract with GWP Enterprises of Franklinville, NJ for Improvements to Lot 2 and 1B in the amount of \$91,470.00

Discussion of Resolutions:

R2013 - 03:24, authorizing AFLAC plan. Commissioner Moore inquired whether any employees had signed up for the plan. Mr. Hunter advised that none had.

R2013 - 03:25, authorizing late filing 2013 Budget. Commissioner Moore inquired concerning the need for the resolution. Mr. Holmes advised that the budget is to be filed with the state within sixty days of year end, consequently a resolution is required for the late submission.

R2013 - 03:28, Pay by Cell contract. Commissioner Martinez inquired about the contract award for Pay-by-Cell service. Mr. Zullo advised that the initial Pay by Cell program was a pilot project. This resolution is to issue a contract and to further expand the Pay-by-Cell program outside the University District.

Motion to Approve Resolutions as a Consent Agenda:

R2013-03:23, R2013-03:24, R2013-03:25, R2013-03:26, R2013-03:27, R2013-03:28 and R2013-03:29

Motion by: Commissioner Martinez and seconded by Vice-Chairman Jordan

Vote: Alamo - Yes
Jordan - Yes
Kendrick - Yes
Martinez - Yes
Moore - Yes

IV. Report of Co-Interim Executive Director Jim Zullo

1) Mr. Zullo reported on the Authority's intent to provide conflict resolution training for all staff. Management has obtained an experienced IPI trainer to conduct the sessions.

2) Mr. Zullo reported that he was working with Mr. Hunter to hire 25-30 seasonal employees to handle the increased parking responsibilities associated with the Cirque event.

Mr. Bier advised that he and Mr. Zullo had considered engaging Standard Parking the parking operator for SBC for the Camden Cirque engagement, due to their experience operating events at the Camden Waterfront and running Cirque parking in Philadelphia. However, based upon Director Hunter assurance and confidence that he and his management staff could supervise and manage operations internally, Mr. Bier supported Mr. Hunter's request to manage Cirque parking with PACC staff.

3) Mr. Zullo reported on the Block N Phase II environmental study. An underground storage tank was identified under the sidewalk along Broadway and contamination issues exist. The estimated cost of remediation is \$75,000-\$150,000. The variance in the estimated cost is due to the fact that contamination from the tank has spread under the road bed. The extent of the environmental remedial action plan is dependent on DEP's determination whether it is necessary to clean the soil under the roadway bed or not. The DEP will be petitioned to permit leaving existing soil contamination under the roadway bed in place. Historic fill on the site, if possible will be left in place. But any contaminated soil that needs to be removed would have to be landfilled at an expense of approximately \$15,000-\$20,000.

4) Mr. Zullo discussed the Hinson Garage Monthly Bulk Parking Agreement with Cooper Medical Center for one year, for approximately 250 vehicles. Mr. Hunter was complimented by the Board for pursuing and negotiating the agreement with Cooper Medical center.

Motion to Go into Closed Session to Discuss Contract Negotiations, Lease Negotiations and Personnel Issues

Motion by: Commissioner Kendrick and seconded by Commissioner Martinez

Vote: Alamo – Yes

Jordan – Yes

Kendrick – Yes

Martinez – Yes

Moore – Yes

Closed Session was entered at 6:30 P.M.

Commissioners returned to Open Session at 6:57 P.M.

Motion Authorizing a One-Year Lease Agreement with South Jersey Port Corporation for SBC Event Parking in the amount of \$60,000.00

Motion by: Chairman Alamo and seconded by Vice-Chairman Jordan

Vote: Alamo – Yes
Jordan – Yes
Kendrick – Yes
Martinez – Yes
Moore – Yes

Motion Authorizing a Bulk Monthly Parking Agreement at the Hinson Waterfront Garage with Cooper Medical Center for 250 Employee Vehicles at \$45 Per Month Per Vehicle

Motion by: Commissioner Kendrick and seconded by Commissioner Martinez

Vote: Alamo – Yes
Jordan – Yes
Kendrick – Yes
Martinez – Yes
Moore – Yes

Motion Approving a Two Month Lease Payment Abatement for Imagine Outdoor for Wallscapes at the Hinson Waterfront Garage in the amount of \$2,000 due to the the City's delay in Granting Planning Board Approval for Sign Frame Construction.

Motion by: Commissioner Martinez and seconded by Chairman Alamo

Vote: Alamo – Yes
Jordan – Yes
Kendrick – Yes
Martinez – Yes
Moore – Yes

Motion to Go into Closed Session to Discuss Personnel and Litigation Issues

Motion by: Commissioner Martinez and seconded by Vice-Chairman Jordan

Vote: Alamo – Yes
Jordan – Yes
Kendrick – Yes
Martinez – Yes
Moore – Yes

Closed Session was entered at 7:04 P.M.

Commissioners returned to Open Session at 7:18 P.M.

Motion to Adjourn Meeting

Motion by: Commissioner Martinez and seconded by Vice-Chairman Jordan

Vote: Alamo – Yes

Jordan – Yes

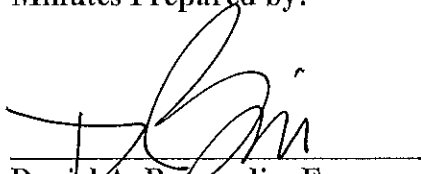
Kendrick – Yes

Martinez – Yes

Moore – Yes

Meeting adjourned at 7:19 P.M.

Minutes Prepared by:

A handwritten signature in black ink, appearing to read 'D. Bernardin', is written over a horizontal line.

Daniel A. Bernardin, Esq.
General Legal Counsel
Board Secretary