



PARKING AUTHORITY OF THE CITY OF CAMDEN
REGULAR BOARD MEETING
OPEN SESSION MINUTES
NOVEMBER 24, 2014 – 6:00 PM

Commissioners in Attendance

Vice Chairwoman Shaneka Boucher, Commissioner Barry Moore, Commissioner Falio Leyba-Martinez, Commissioner Jose Martinez, Jr.

Staff and Consultants in Attendance

Willie E. Hunter, Sr., Executive Director
Trent Middleton, Director of Operations
Brett Wiltsey, Esq. – Dilworth & Paxson – Special Counsel
Joseph Myers, Cooper's Ferry Partnership
Charles Holmes, Holmes & Company
Glynn Jones – Camden City Finance Director

Others Present

David B. Thompson – CEO – Phoenix Advisors, LLC

Mr. Wiltsey called the Meeting to order at 6:04 PM and made the Roll Call.

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 and agenda were delivered to the Press Room in City Hall (in compliance with the Open Public Meetings Law, P.L. 1975 e. 231).

Adoption of Minutes for the October 27, 2014 Meeting

- Vice Chairwoman Boucher noted misspellings, grammatical, and capitalization errors.
- Commissioner Falio Leyba-Martinez asked to be provided with a copy of the Executive Director's report.

Motion to approve the October 27, 2014 Minutes was made by Commissioner Jose Martinez, Jr.. Vice Chairwoman Boucher made the second.

| | | |
|-------------------|-----------------------------------|---------|
| Roll Call: | Commissioner Boucher | Yes |
| | Commissioner Moore | Yes |
| | Commissioner Falio Leyba-Martinez | Abstain |
| | Commissioner Martinez | Yes |

Resolutions

- Mr. Wiltsey noted the additional folder of Resolutions with which the Commissioners were presented.

R2014-11:89 Authorizing the Parking Authority to Get Quotes for Civil Engineering/Surveying Services

- This Resolution relates to

R2014-11:84 Authorizing the Parking Authority to Obtain Conceptual Design for a Waterfront Parking Facility Not to Exceed \$15,000
and

R2014-11:85 Authorizing the Parking Authority to Obtain an Appraisal for an Amount Not to Exceed \$5,000 for the Waterfront Parking Project
as part of the preliminary process to build a garage on the Waterfront.

- The changes in the new set were briefly discussed.
- It was asked if the dollar amount was the same/perhaps the Resolution should be amended.

PHOENIX ADVISORS, LLC

Mr. David B. Thompson, CEO of PHOENIX ADVISORS, LLC was introduced by the Executive Director; the Executive Director asked that the Agenda be momentarily halted in order to allow Mr. Thompson to address the Commissioners.

Mr. Thompson made these points:

- PHOENIX ADVISORS, LLC is celebrating their 10-year anniversary.

- The company has handled many bond issues -- the vast majority in New Jersey.
- Familiarity with financing runs the gamut from railroads to fire districts/the size of the company is a non-issue.
- PHOENIX has been working with the City Finance Director, Glynn Jones and Mayor Redd and her Administration on bond sales for the first time in 20 years. The City ultimately reaped the benefit of an excellent rating.
- Sees Camden growing and improving/setting a model for urban cities across New Jersey, and in fact, across the country.
- The PACC has the cooperation of major players in the area as well as in the City.
- Project(s) being undertaken -- parking deck(s) [may] require use of surplus monies that have been stored over the years -- to avoid borrowing.
- Surplus monies will be used wisely -- not exhausted.
- Proposed projects will mean the loss of surface parking.
- Accommodating existing and proposed entities is at the forefront.
- The presentation submitted by Morgan Stanley is good but, may not have taken into consideration the PACC's long-range financial goals.
- The specifics of FDICs and CDs were explained.
- It is ill-advised to tie up the monies for three to five years.
- Mr. Thompson is willing to meet with the Commissioners and representatives from Stanley Morgan.
- In answer to a question posed by one of the Commissioners Mr. Thompson stated that up to this point PHOENIX has run a number of scenarios on debt service and mortgage payments on a new bond issue for the PACC.

Resolutions continued . . .

**R2014-11:81 Approving Cash Disbursements for the Balance of the Month of
October 2014 and for the Month of November 2014**

DECOTIIS

- The Commissioners inquired after the DECOTIIS expenses.
- The Executive Director explained how the process of condemnation is detailed.
- The Hearing scheduled for December is when the PACC will take possession of the building.
- The Commissioners inquired as to whether there is a cut-off point for the DECOTIIS contract.
- The Executive Director will provide the Commissioners with detailed reports of the bills associated with DECOTIIS.

VERIZON / COMCAST Switch

- The Lot 45 equipment would not take Verizon/the credit card system kept being knocked out.
- Comcast is compatible.

IT Expenses

- The Executive Director explained the bill covers routine maintenance costs.
- The \$247 charge is for e-mail hosting services.

Office Basics

- The office supplies bill appears high.
- A breakdown is attached to the check.

PS^x

- The check reflects four months of billing for equipment maintenance for the AQA and/or Garage.

- Mr. Wiltsey expressed his desire to proceed with the Resolutions on a Consent Agenda.
- Commissioner Moore expressed his desire to table **R2014-11:83 Authorizing the Approval of the Parking Authority's 2015 Budget**
- Commissioner Falio Leyba-Martinez emphasized his desire to be provided with no less than three quotes relative to matters such as RFQs, RFPs, etc.
- Mr. Wiltsey counseled the Commissioners regarding 'mandatory three quotes'.

Motion to Approve Resolutions with a Consent Agenda, with the caveat that **R2014-11:83 Authorizing the Approval of the Parking Authority's 2015 Budget** be tabled.

Commissioner Martinez made the motion. Commissioner Leyba-Martinez seconded.

R2014-11:81 Approving Cash Disbursements for the Balance of the Month of October 2014 and for the Month of November 2014

| | | |
|-------------------|-----------------------------------|-----|
| Roll Call: | Commissioner Boucher | Yes |
| | Commissioner Falio Leyba-Martinez | Yes |
| | Commissioner Moore | Yes |
| | Commissioner Martinez | Yes |

R2014-11:82 Authorizing the Parking Authority to Solicit Proposals for Snow Removal, De-icing and Ice Removal Services

Roll Call: Commissioner Boucher Yes
Commissioner Falio Leyba-Martinez Yes
Commissioner Moore Yes
Commissioner Martinez Yes

R2014-11:83 Tabled

R2014-11:84 Authorizing the Parking Authority to Obtain Conceptual Design for a Waterfront Parking Facility Not To Exceed \$15,000

Roll Call: Commissioner Boucher Yes
Commissioner Falio Leyba-Martinez Yes
Commissioner Moore Yes
Commissioner Martinez Yes

R2014-11:85 Authorizing the Parking Authority to Obtain an Appraisal for an Amount Not To Exceed \$5,000 for the Waterfront Parking Project

Roll Call: Commissioner Boucher Yes
Commissioner Falio Leyba-Martinez Yes
Commissioner Moore Yes
Commissioner Martinez Yes

R2014-11:86 Approving an Annual Audit for the Year Ending December 31, 2014 by a Certified Public Accountant

Roll Call: Commissioner Boucher Yes
Commissioner Falio Leyba-Martinez Yes
Commissioner Moore Yes
Commissioner Martinez Yes

R2014-11:87 Authorizing the Parking Authority to Renew Membership in the Camden County Municipal Joint Insurance Fund

Roll Call: Commissioner Boucher Yes
Commissioner Falio Leyba-Martinez Yes
Commissioner Moore Yes
Commissioner Martinez Yes

R2014-11:88 Approving a Risk Management Consultant Agreement with M & C Insurance Agency, Inc.

Roll Call: Commissioner Boucher Abstain
Commissioner Falio Leyba-Martinez Yes
Commissioner Moore Yes
Commissioner Martinez Yes

R2014-11:89 Authorizing the Parking Authority to Get Quotes for Civil Engineering/Surveying Services

Roll Call: Commissioner Boucher Yes
Commissioner Falio Leyba-Martinez Yes
Commissioner Moore Yes
Commissioner Martinez Yes

R2014-11:00 Authorizing the Parking Authority to Hold a Closed Session Meeting to Discuss Legal, Personnel, and Property Matters.

Roll Call: Commissioner Boucher Yes
Commissioner Falio Leyba-Martinez Yes
Commissioner Moore Yes
Commissioner Martinez Yes

Walk-on Resolution Authorizing the Parking Authority to Submit an RFQ for Solicitor to the Authority for 2015

Vice Chairwoman Boucher made the motion. Commissioner Falio Leyba-Martinez seconded.

Roll Call: Commissioner Boucher Yes
Commissioner Falio Leyba-Martinez Yes
Commissioner Moore Yes
Commissioner Martinez Yes

Walk-on Resolution Authorizing the Parking Authority Staff Christmas Party in an Amount Not To Exceed \$2,500

Vice Chairwoman Boucher made the motion. Commissioner Falio Leyba-Martinez seconded.

Roll Call: Commissioner Boucher Yes
Commissioner Falio Leyba-Martinez Yes
Commissioner Moore Yes
Commissioner Martinez Yes

Executive Director and Consultant Reports

Joe Myers

Following up on a few things from the prior months, Mr. Myers made these points:

- There was a meeting with Commissioner Moore et al. regarding the safe street corridor initiative along with the Metro Police. The project is moving forward with an eye on new grant opportunities to expand across the City.
- There is a tentative plan to meet shortly after Thanksgiving with Vice Chairwoman Boucher and the Executive Director relative to drafting a 'strategic plan' for the PACC. Mr. Myers anticipates having a draft copy of the plan to present to the Commissioners.
- December is a busy month – with tree lighting ceremonies on the 4th and “Teddy’s Toys for Tots” on the 18th.
- New Year’s Eve there will be two fireworks shows.

Trent Middleton

- Mr. Middleton stated his intent to make photocopies of his report for the Commissioners’ use.
- A copy of Mr. Middleton’s report is attached.
- Some general inquiries were made about personnel; in-depth discussion was reserved for the Closed Session.
- The PACC will host a two-day training event at the Tech Center in February 2015. Joint Insurance Fund (JIF) public agencies will be participating.

Charles Holmes

- A copy of Mr. Holmes’ report is attached.
- The trend follows last year – operating revenues are slightly up.
- Daily parking is up a lot.
- Net Position is essentially the same as last year.
- Mr. Holmes emphasized the significance of Year-to-Date/Ten Month Period Ended October 31, 2014 and 2013 on page 4 of his report.

Willie E. Hunter, Sr.

- The Commerce Building Condemnation Hearing is scheduled for December 3. It is anticipated that the PACC will take possession of the property on that day.
- Mr. Hunter elaborated on the next steps once the PACC takes possession of the building.
- Mr. Hunter expounded on the fast pace – the PACC’s focus is to build garages to sustain the PACC/to meet the expanding parking need(s)/to meet current obligations.
- Mr. Hunter gave the Commissioners an explanation of how he is and will continue to keep them informed of developments.

Glynn Jones

- Mr. Jones shared the following information relative to redirecting the homeless covered in the Director of Operation’s report:
 - New Life Community Center – 1721 Haddon Avenue
 - The Butterfly Program – 720 Washington Street
 - Joseph’s House – 555 Atlantic Avenue
- Mr. Jones inquired as to whether any PACC employees take home company vehicles. Based on a recent IRS seminar employees who take home company vehicles must be compensated so that they can be taxed. Mr. Jones wanted to insure the PACC’s compliance.

Old Business / New Business / Public Comment

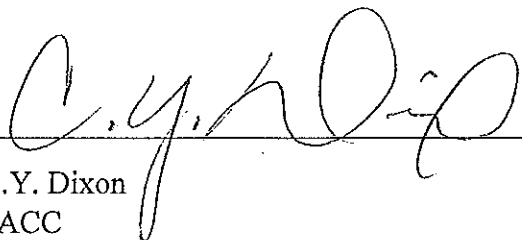
None

The Commissioners entered into Closed Session at 7:37 PM.

The motion was made by Commissioner Martinez. Commissioner Leyba-Martinez made the second.

Adjournment

The motion to close the meeting was made by Vice Chairwoman Boucher. Commissioner Falio Leyba-Martinez made the second.



C.Y. Dixon
PACC