



*Parking Authority of the City of Camden
Regular Monthly Board Meeting -- Open Session Minutes
Monday, July 27, 2015 – 6:00 PM*

Commissioners Present – During Roll Call

Chairperson Jose Martinez, Jr.
Vice Chairperson Shaneka Boucher
Commissioner Barry Moore

Staff and Consultants Present

Willie E. Hunter, Sr., Executive Director
Charles Holmes, Holmes & Company, LLC
Marc Riondino, Esq., City Attorney
Brett Wiltsey, Esq., Special Counsel
Joe Myers, Cooper's Ferry Partnership
Glynn Jones, City Finance Director

Also Present

Karl Walko, President CWA Local 1014

The Meeting was called to order at 6:02 PM.

Mr. Riondino read aloud the Public Notice Meeting Statement, stating,

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 the bulletin board in the lobby of City Hall on Monday, July 20, 2015 at 11:22 AM. A copy was delivered to the Press Room in City Hall (in compliance with the Open Public Meetings Law PL 1975, e. 231).

The Chair recognized Karl Walko, President CWA Local 1014

Mr. Walko presented these items:

1. Marchant Johnson has been employed for some time but, has not joined the Union. What is the status of his employment? The Executive Director responded that Mr. Walko would receive a status report in a couple of weeks once the matter has been revisited.
2. Denise Jackson and Cassandra Singleton filed a Grievance for a Snow Day taken for which they understood they would be paid. To date, neither of them have been paid. What is the status? The Executive Director responded that Mr. Walko would receive a status report in a couple of weeks once the matter has been revisited.
3. Joe Belfiore has not been declared guilty in the matter for which he has been investigated. Can he be reassigned/not given previous task? Mr. Walko understands another employee is also being investigated in the matter. Mr. Walko believes Joe Belfiore should be brought back to work unless he is definitively proven guilty. Mr. Riondino responded that once the matter has been revisited, Mr. Walko would receive a status report.
4. Contract negotiations are upcoming. The Union will seek to raise the hourly rate to \$15.
5. Mr. Walko questioned the responsibility of the late Maintenance staffer relative to vehicles still parked in the Hinson Garage. The Executive Director explained that the late man is asked to give a fifteen (15) minute grace period. If the [unknown] vehicle[s] remain, the late man should then call his supervisor to report; the supervisor asks that another fifteen (15) minutes be extended. If the vehicle[s] remain, the late man is authorized to lock up and leave. Should it become necessary, the late man would be called back to allow the driver of the vehicle to exit.

Joe Myers' Consultant Report

Mr. Myers affirmed the essentials of his report had been given during the Thursday Caucus. As a follow-up, Mr. Myers offered to e-mail a listing of upcoming events to PACC support staff.

Executive Director's Report

Mr. Hunter affirmed that his report was essentially covered during the Caucus. A recap of key points:

- Commerce Building
 - The asbestos removal is complete. Demolition is scheduled to begin.
 - We have had meetings with the contractors and the contractor monitor to review all procedures prior to the start of demolition.
 - Traffic redirection plans for the initial stages of demolition have been submitted.

- Papal Visit
 - A plan to meet the parking need of the World Meeting of Families – Philadelphia has been finalized. The agreement will be effective September 25 and end September 28.
- Revenue
 - Monthly rate increases for select group monthly parkers, effective beginning July 1, 2015, will increase revenue by an additional \$10,785.60 per month.
 - A company is interested in developing a long-term advertising agreement for the Garage and Lots. This will aid in generating additional revenue.
 - A long-term agreement is also in the works with the EDA. They are willing to give the Authority \$100,000 towards access revenue control equipment for Lots 7 and 8. They are being asked to increase the amount by \$25,000.
- Waterfront Garage Project
 - An ERB application for a \$3 million grant has been completed. This will help subsidize the amount of funds that the Authority puts out for the project.
 - Groundbreaking is scheduled for March 2016.

Commissioner Falio Leyba-Martinez entered the Meeting at 6:11 PM.

6:15 PM – Holmes & Company, LLC

Compiled Financial Statements June 30, 2015 and 2014 with Supplemental Information
(copy enclosed)

Mr. Holmes highlighted these points:

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 - Per the Balance Sheet, the PACC has \$8 million in current assets; the cash position looks good.
 - Pre-construction costs stand at \$900 thousand.
 - The PACC has about \$14 million in equity -- a good portion is in cash.

Vice Chair Boucher asked about the Deferred Revenue figure. Mr. Holmes responded the \$341 represents advance(d) parking fees.

Mr. Holmes continued, emphasizing:

- Reserve For Susquehanna Bank Center Improvements are \$223,121.
 - Current Liabilities are down significantly because bills are being paid.
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 - Total Operating Revenues are down from 2014 (\$456,689 versus \$544,466) which show Total Operating Expenses at \$271,970 versus \$366,679 in 2014.

Vice Chair Boucher commented that Meter Ops appear to be falling. Messrs. Holmes and Hunter expounded on the various routes, pointing out that an analysis is ongoing. Meter Ops was discussed further. Per the Vice Chair's request, Mr. Holmes will prepare a detailed report for the next Meeting.

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 - Mr. Holmes briefly commented on page 4 and on the Ratio figures.

Mr. Holmes was thanked for his report.

Adoption of June 22, 2015 Minutes

The Chair called for a motion to adopt the Minutes. Commissioner Leyba-Martinez made the motion. The Chair seconded.

The Roll Call was made; none were opposed.

Adoption of Resolutions R2015-07:44 and R2015-07:47 through R2015-07:55 by Consent Agenda

R2015-07:44 Approving Cash Disbursements for the Balance of the Month of June 2015 and for the Month of July 2015

Commissioner Moore stated his "Abstention" from the Royal Court Townhouse Association expenditure.

R2015-07:47 Authorizing a Lease Agreement between the Parking Authority and Lockheed Martin Corporation

R2015-07:48 Approving an Amended Agreement between the Parking Authority and New Jersey Economic Development Authority for the Use of Parking Authority Lots for the Event of the World Meeting of Families

R2015-07:49 Authorizing an Agreement for Sale of Property to Rutgers University for Block 175 Lot 17.02 (Lot 51) and Granting of an Option to Purchase Block 175, Lot 17.01

R2015-07:50 Authorizing the Execution of a Deed Transferring Block 175, Lot 17.02 ("Lot 17.02") to Rutgers, The State University of New Jersey ("Rutgers")

R2015-07:51 Authorizing the Execution of a Driveway Cross Easement Agreement with Rutgers, The State University of New Jersey Concerning a Cross Easement over the former Hudson Street

- R2015-07:52** Authorizing a License Agreement between the Parking Authority and the World Meeting of Families – Philadelphia
- R2015-07:53** Authorizing a License Agreement between the Parking Authority and Howard Needleman or his Designee for Bus Parking on L3 Lots for the Papal Visit in September
- R2015-07:54** Authorizing the Parking Authority to Hold a Closed Session Meeting to Discuss Legal, Personnel and Property Matters
- R2015-07:55** Approving an Agreement with Holmes and Company, LLC for Accounting Support Services

The motion was made by Vice Chairperson Boucher. Commissioner Moore made the second. There were none opposed.

Results of further discussion during Closed Session

- R2015-07:55** Approving an Agreement with Holmes and Company, LLC for Accounting Support Services

The contract, which is slated to end on December 31st, will be reviewed by the legal counsel. In the event an in-house accountant is hired, the contract amount will be reduced.

Closed Session

The Chair made a motion to enter into Closed Session.
 Commissioner Leyba-Martinez made the second.
 The Roll Call was made and none were opposed.
 The Members entered into Closed Session at 6:31 PM

6:56 PM – Resumption of Open Session

- R2015-07:45** Authorizing an Agreement with Bier Associates for Parking Project Development, Management and Operations Consulting Services

Commissioner Leyba-Martinez made the motion to approve the Agreement in an amount Not To Exceed \$60,000.00. The Chair made the second. There were none opposed.

R2015-07:46 Authorizing a Shared Services Agreement with the City of Camden “City” for Financial Support Services

Commissioner Leyba-Martinez made the motion to approve. The Chair made the second. There were none opposed.

Old Business

Noted for the record: During Closed Session the Members discussed, at length, **R2015-07:45** Authorizing an Agreement with Bier Associates for Parking Project Development, Management and Operations Consulting Services. The matter had been tabled in the course of the June Meeting. Legal counsel recommended that all documents associated with the previous month, be dismissed, and that the new Resolution be approved.

New Business

Noted for the record: Further discussion ensued in Closed Session regarding approving consultant TimHaahs going out to bid for repair work/restoration to the Hinson Garage in an amount not to exceed \$115,000. Commissioner Leyba-Martinez made the motion to approve. The Chair made the second. There were none opposed.

Adjournment

Commissioner Leyba-Martinez made the motion to Adjourn.
Commissioner Moore made the second.
There were none opposed and the Meeting ended at 6:56 PM.

Transcribed by
C.Y. Dixon

PACC