

**Parking Authority City of Camden
Regular Monthly Board Meeting – Open Session Minutes**

Monday, June 26, 2017 – 6:00 PM

Commissioners Present

Chairman Jose Martinez, Jr.
Vice Chairman Angel Alamo
Commissioner Mary Espinal
Commissioner Jasper Kane
Commissioner Shaneka Boucher

Staff and Consultants Present

Edward McMaster, PACC Accountant
Joe Myers, Cooper's Ferry
Brent Lee,

The Meeting was called to order at 6:03 PM.

Mr. Hunter read aloud the Public Notice Meeting Statement, stating that

This is the regularly scheduled Monthly Meeting of the Parking Authority of the City of Camden, which 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 Tuesday, June 20, 2017 at 2:31pm. A copy was also delivered to the Press Room in City Hall in compliance with the Open Public Meetings Law.

There were no public comments.

Director's and Consultant's Reports

- **Willie Hunter – Executive Director**
 - Director Hunter asked if all board members had the opportunity to look over his executive director report and if anyone had any questions.
 - Commissioner Boucher asked where the seasonal positions were posted and if they had been posted online.
 - Mr. Hunter responded that they had been posted online and that PACC had been at several job fairs.
 - Ms. Boucher asked Mr. Hunter about the parking rates that he discussed raising. She wanted to know what the current rates were and what rate he intended to get them all to.
 - Mr. Hunter explained that the rates all vary and that some were very old. He said that they needed to bring them up to par, but were currently still

doing an assessment but would have a better idea of what needed to be done by the following month.

- **Joe Myers – Cooper’s Ferry Partnership**

- Mr. Myers began by thanking the Parking Authority for their help with events that had been held within the City such as weekly movie nights at Roosevelt Park held on Fridays. He discussed the upcoming fireworks events. He talked about the fireworks and concert being held at Wiggins Park on the 4th of July, as well the fireworks being held on the Philly side of the River on Friday and Saturday.

Mr. Hunter informed everyone that Brent Lee, who had done the Parking Authority’s audit was present and would be doing a brief audit report.

- **Brent Lee – Auditor**

- Mr. Lee reviewed the Parking Authority audit for the year ending December 2016. He explained that the only difference between the draft and the final audit were some typos. For example, he had to change Susquehanna Bank to BB&T Bank. He explained that he gave an unmodified report. Mr. Lee reviewed the Parking Authority’s total assets. He stated that the cash had gone up from \$7 million in 2015 to about 7.6 million in 2016, due to more cash collections than disbursements. He continued and explained necessary pension contributions that must be made that Parking Authority had no control over. Mr. Lee pointed out the total net position, which was \$11million in 2015 and had increased to \$12.5million dollars in 2016. The revenue had increased and the operating expenses had decreased. He also discussed the sale of property being a profit. He continued to review the audit, and went on to discuss the grant received from the NJEDA, as well as the tax credit PACC was awarded. It was explained that because PACC was a government entity they would not be permitted to use the tax credit but could instead sell it off.
 - Ms. Boucher made a note that the Vice chair was Barry Moore for 2016. Mr. Lee stated that he would make the correction before sending the audit report in to the state.

Mr. Hunter moved on to the adoption of the April 2017 minutes.

- Commissioner Boucher stated that she had not received the minutes in her package. Mr. Hunter explained that they were not included in the package because they went in the May board package, but still should have been in the current month’s package for approval. The commissioner said that she would abstain because she had not read them.
- The chairman and other commissioner stated that they had read the April minutes and were prepared to vote on them.

Adoption of the April 2017 Minutes

Mr. Hunter asked for a motion to adopt the April 2017 minutes.

Chairman Martinez made a motion.

Vice chairman Alamo seconded.

Chairman Martinez – yes

Vice chairman Alamo - yes

Commissioner Boucher – abstain

Commissioner Espinal – yes

Commissioner Kane – yes

Adoption of the Resolutions

Mr. Hunter explained that he asked the Chairman if he could proceed with a consent agenda and Chairman Martinez agreed. Mr. Hunter asked for a motion to adopt the resolutions by consent agenda.

Chairman Martinez made the motion.

Vice chairman Alamo seconded.

Chairman Martinez – yes

Vice chairman Alamo - yes

Commissioner Boucher – yes

Commissioner Espinal – yes

Commissioner Kane – yes

- **R2017-06:41** Approving Cash Disbursements for the Balance of the Month of April 2017 and for the Month of May 2017
- **R2017-06:42** Approving a Parking License Agreement between the Parking Authority of the City of Camden and the Delaware River Port Authority for Live Nation use of Lot 6.
- **R2017-06:43** Approving a Parking License Agreement between the Parking Authority of the City of Camden and the New Jersey Economic Development Authority for Rutgers use of Lot 21.
- **R2017-06:44** Approving a Parking License Agreement between the Parking Authority of the City of Camden and the New Jersey Economic Development Authority for event use of Lot 21.
- **R2017-06:45** Approving a Parking License Agreement between the Parking Authority of the City of Camden and the County of Camden for event use of Lot 5.

- **R2017-06:46** Authorizing the Parking Authority to increase the seasonal cashier pay rate.
- **R2017-06:47** Accepting the Annual Audit report for the year ending December 31, 2016 as prepared by Brent W. Lee, Certified Public Accountant.
- **R2017-06:48** Authorizing the Parking Authority to have Lots 7 and 8 appraised.
- **R2017-06:49** Authorizing the Parking Authority to have a Feasibility study performed on Lot 15.

New Business

- There was none reported

Old Business

- There was none reported

Mr. Hunter asked for a motion to adjourn.

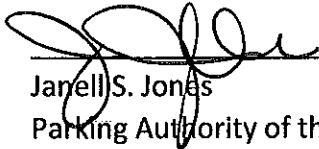
Commissioner Boucher made a motion.

Chairman Martinez seconded.

All were in favor.

The open session of the meeting was adjourned.

Submitted by



Janell S. Jones
Parking Authority of the City of Camden

Parking Authority of the City of Camden
June 26, 2017

Mayor Approval

Resolution	Brief description	A	D	N	T	YES	NO
PA# R2017-06:41	Approving Cash Disbursements for the Balance of the Month of April 2017 and for the Month of May 2017	X					
PA# R2017-06:42	Approving a Parking License Agreement between the Parking Authority of the City of Camden and the Delaware River Port Authority for Live Nation use of Lot 6.	X					
PA# R2017-06:43	Approving a Parking License Agreement between the Parking Authority of the City of Camden and the New Jersey Economic Development Authority for Rutgers use of Lot 21.	X					
PA# R2017-06:44	Approving a Parking License Agreement between the Parking Authority of the City of Camden and the New Jersey Economic Development Authority for event use of Lot 21.	X					
PA# R2017-06:45	Approving a Parking License Agreement between the Parking Authority of the City of Camden and the County of Camden for event use of Lot 5.	X					
PA# R2017-06:46	Authorizing the Parking Authority to increase the seasonal cashier pay rate.	X					
PA# R2017-06:47	Accepting the Annual Audit report for the year ending December 31, 2016 as prepared by Brent W. Lee, Certified Public Accountant.	X					
PA# R2017-06:48	Authorizing the Parking Authority to have Lots 7 and 8 appraised.	X					

PA# R2017-06:49	Authorizing the Parking Authority to have a Feasibility study performed on Lot 15.	X					
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Approved by: _____

Date: _____

The Honorable Dana L. Redd, Mayor – City of Camden