

January 22, 2018

R2018-01:01

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN APPROVING CASH  
DISBURSEMENTS FOR THE BALANCE OF THE MONTH OF DECEMBER 2017  
AND FOR THE MONTH OF JANUARY 2018**

**WHEREAS**, expenses attached hereto have been submitted for approval and payment, and it being reported to the Members of the Authority that the same have been reviewed and are in proper order for payment;

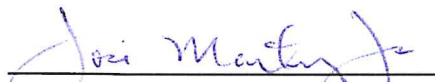
**NOW THEREFORE, BE IT RESOLVED**: that the Parking Authority of the City of Camden and the members thereof, that have reviewed the attached list of expenses and the same is hereby approved for payments as follows:

Prepaid and Payroll Expenses	\$179,126.60
Other Monthly Expenses	<u>\$476,174.22</u>
Total	\$655,300.82


**Adopted:** January 22, 2018

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman**SEAL**

I hereby certify that the foregoing is a true copy of the Resolution adopted by the members of the Parking Authority of the City of Camden at a meeting held on January 22, 2018.

  
Brett Wiltsey  
Special Counsel

January 22, 2018

R2018-01:02

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN ELECTING A  
CHAIRPERSON**

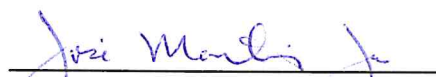
**WHEREAS**, it is appropriate and necessary for the Parking Authority of the City of Camden at its Annual Reorganization Meeting to appoint a Chairperson.

**BE IT RESOLVED**: that the Parking Authority of the City of Camden and the members thereof, that Jose Martinez, Jr. is hereby elected Chairperson of The Parking Authority of the City of Camden until January 2019, next ensuing until a successor has been elected.

**Adopted:** January 22, 2018

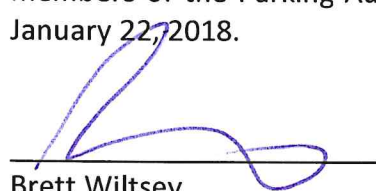
R2018-01:02

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman

SEAL

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Brett Wiltsey  
Special Counsel



January 22, 2018

R2018-01:03

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN**  
**ELECTING A VICE CHAIRPERSON**

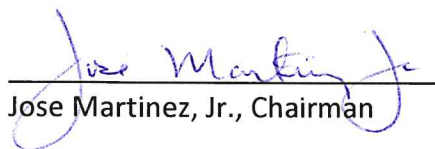
**WHEREAS**, it is appropriate and necessary for the Parking Authority of the City of Camden at its Annual Reorganization Meeting to appoint a Vice Chairperson.

**BE IT RESOLVED**: that the Parking Authority of the City of Camden and the members thereof, that Angel L. Alamo is hereby elected Vice Chairperson of The Parking Authority of the City of Camden until January 2019, next ensuing until a successor has been elected.

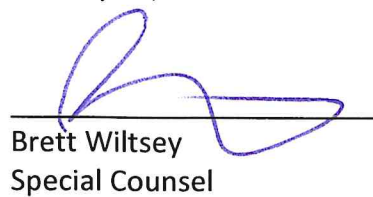
**Adopted:** January 22, 2018

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman**SEAL**

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Brett Wiltsey  
Special Counsel

January 22, 2018

R2018-01:04

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN AUTHORIZING THE  
APPOINTMENT OF A SECRETARY**

**WHEREAS**, the Board of commissioners of the Parking Authority of the City of Camden has need of an individual to serve in the capacity of Board Secretary according to Article II, Section 4 of the Bylaws: and

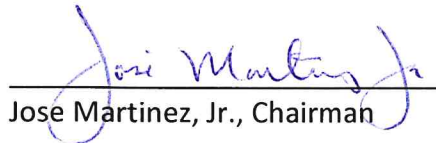
**WHEREAS**, pursuant to Article II, Section 7 of the bylaws, at its Annual Reorganization Meeting, the Commissioners are to appoint an individual to serve in the capacity of Secretary, with stipulation that said individual shall be recognized as an Officer who is not a member of the Authority, and shall serve a similar term as that elected officers:

**NOW THEREFORE BE IT RESOLVED:** that the Parking Authority of the City of Camden and the members thereof, that Denise Moore is hereby appointed Secretary with the relative responsibilities as delineated in Article II, Section 4 of the bylaws.

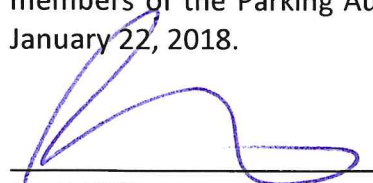
**Adopted:** January 22, 2018

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman**SEAL**

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Brett Wiltsey  
Special Counsel

January 22, 2018

R2018-01:05

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN AUTHORIZING THE  
APPOINTMENT OF A TREASURER**

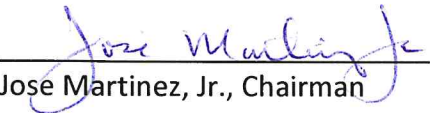
**WHEREAS**, it is appropriate and necessary for the Parking Authority of the City of Camden at its Annual Reorganization Meeting, to appoint a Treasurer:

**NOW THEREFORE BE IT RESOLVED**: that the Parking Authority of the City of Camden and the members thereof, that Edward McMaster is hereby appointed Treasurer for the Parking Authority of the City of Camden and its Annual Reorganization meeting on January 22, 2018.

**Adopted:** January 22, 2018

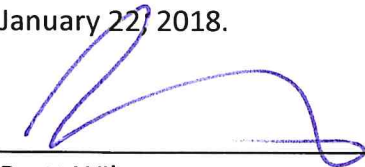
**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman

**SEAL**

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Brett Wiltsey  
Special Counsel

January 22, 2018

R2018-01:06

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN DESIGNATING THE  
CUSTODIAN OF AND ESTABLISHING AN IMPREST (*PETTY CASH*) FUND**

**WHEREAS**, the Parking Authority of the City of Camden desires to Establish an Imprest (Petty Cash) fund and designates the custodian from said account; and

**WHEREAS**, the Petty Cash Fund will be used to pay claims for small amounts of operational supplies, office supplies, tolls, travel and post office charges; and

**WHEREAS**, the maximum amount of claims per month will be \$250.00 and the maximum amount of claims to be paid in any fiscal year will be \$3,000.00; and

**WHEREAS**, all claims will be approved by the Parking Authority/Account Clerk Mrs. Lana Irrgang who is also designed as the Custodian of Funds, and

**WHEREAS**, a schedule together with an actual voucher will be transmitted to the governing body for approval:

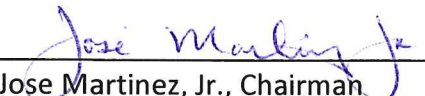
**NOW THEREFORE, BE IT RESOLVED:** by the Parking Authority of the City of Camden and the members thereof, that the adoption of this procedure will aid the Custodian in maintaining proper control and that the Imprest (Petty Cash) Fund will withstand the scrutiny of an audit.

**Adopted:** January 22, 2018



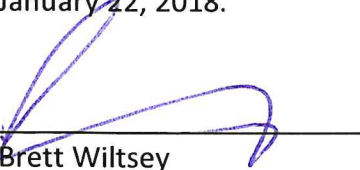
**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman

**SEAL**

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Brett Wiltsey  
Special Counsel



January 22, 2018

R2018-01:07

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN ESTABLISHING FIRST  
COLONIAL COMMUNITY BANK AND REPUBLIC BANK AS THE DEPOSITORY  
OF FUNDS OF THE PARKING AUTHORITY OF THE CITY OF CAMDEN**

**WHEREAS**, The Parking Authority of the City of Camden would like to establish a depository in which to deposits funds; and

**WHEREAS**, First Colonial Community Bank situated in Collingswood, New Jersey and Republic Bank located in Cherry Hill, New Jersey in the county of Camden have both demonstrated the requisite competence and ability to handle such transactions; and

**NOW THEREFORE BE IT RESOLVED**: that First Colonial Community Bank situated in Collingswood, New Jersey and Republic Bank located in Cherry Hill, New Jersey in the County of Camden are hereby designated as a depository for funds of the Parking Authority of the City of Camden; provided such funds that may be deposited in the aforesaid Banks shall be so deposited as to provide the maximum Federal Insurance available on such accounts; and

**BE IT FURTHER RESOLVED**: That those withdrawals via wire transfer from such accounts shall require the signature of any one of the following individuals:

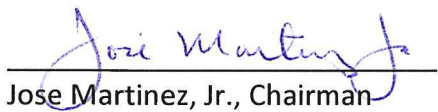
Jose Martinez, Jr.  
Shaneka Boucher

Angel Alamo  
Jasper Mahammad

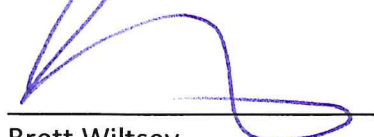
**Adopted:** January 22, 2018

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman**SEAL**

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Brett Wiltsey  
Special Counsel

January 22, 2018

R2018-01:08

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN ESTABLISHING THE  
DATES AND TIMES OF THE REGULAR MONTHLY MEETINGS FOR THE YEAR  
OF 2018 - 2019**

**WHEREAS**, the State of New Jersey has adapted N.J.S.A 10:4-6 et al; and

**WHEREAS**, The Parking Authority of the City of Camden is required under said law to give notice of the regular meetings to be held during the succeeding year;

**NOW THEREFORE BE IT RESOLVED:** that the Parking Authority of the City of Camden and the members thereof, by adoption of this resolution, approve the 2018 - 2019 Regular Meeting Schedule, with the members, and unless otherwise specified at the Parking Authority of the City of Camden, 10 Delaware Avenue, 1<sup>st</sup> Floor Conference Room, Camden New Jersey as follows:

**TIMES**

6:00 PM  
6:00 PM  
6:00 PM  
6:00 PM  
6:00 PM  
6:00 PM  
6:00 PM  
6:00 PM  
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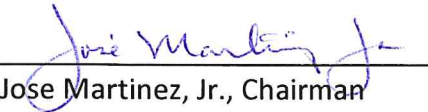
**DATES**

Monday, February 26, 2018  
Monday, March 26, 2018  
Monday, April 23, 2018  
Monday, May 21, 2018  
Monday, June 25, 2018  
Monday, July 23, 2018  
Monday, August 27, 2018  
Monday, September 24, 2018  
Monday, October 22, 2018  
Monday, November 19, 2018  
Monday, December 17, 2018  
Monday, January 28, 2019

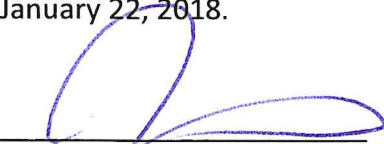
**Adopted:** January 22, 2018

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman**SEAL**

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Brett Wiltsey  
Special Counsel

January 22, 2018

R2018-01:09

# ***RESOLUTION OF***

## **THE PARKING AUTHORITY OF THE CITY OF CAMDEN APPROVING THE HOLIDAY SCHEDULE FOR UNION & NON-UNION EMPLOYEES FOR THE YEAR OF 2018**

**WHEREAS**, The Parking Authority of the City of Camden would like to approve the Holiday Schedule for the year of 2018.

**NOW THEREFORE BE IT RESOLVED:** that the Parking Authority of the City of Camden and the members thereof, do hereby approve the 2018 Holiday Schedule as follows:

### **HOLIDAY**

New Year's Day  
Martin Luther King, Jr. Day  
President's Day  
Good Friday  
Memorial Day  
Independence Day  
Labor Day  
Columbus Day  
Election Day  
Veteran's Day (Observed)  
Thanksgiving Day  
Friday after Thanksgiving  
Christmas Day

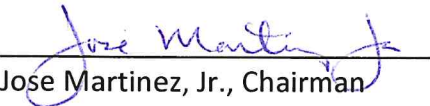
### **DATES**

Monday, January 1, 2018  
Monday, January 15, 2018  
Monday, February 19, 2018  
Friday, March 30, 2018  
Monday, May 28, 2018  
Wednesday, July 4, 2018  
Monday, September 3, 2018  
Monday, October 8, 2018  
Tuesday, November 6, 2018  
Monday, November 12, 2018  
Thursday, November 22, 2018  
Friday, November 23, 2018  
Tuesday, December 25, 2019

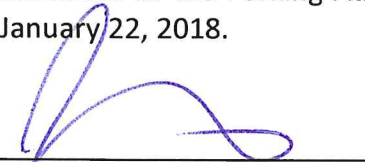
**Adopted:** January 22, 2018

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman**SEAL**

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Brett Wiltsey  
Special Counsel



January 22, 2018

R2018-01:10

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN AUTHORIZING THE  
EXECUTIVE DIRECTOR TO ADVERTISE FOR BIDS FOR VARIOUS ITEMS  
DURING THE FISCAL YEAR OF 2018**

**WHEREAS**, the Parking Authority of the City of Camden has the responsibility of operating various public parking facilities, parking meters, the Administrative Office and enforcing parking enforcement Laws; and

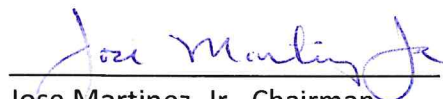
**WHEREAS**, the Parking Authority of the City of Camden authorizes the Executive Director to advertise for bids for various items and act as the authorized representative in the recommendation of the bids during the fiscal year of 2018; and

**NOW THEREFORE, BE IT RESOLVED:** that the Parking Authority of the City of Camden and the members thereof, authorize the Executive Director to advertise for bids for various items during the fiscal year of 2018.

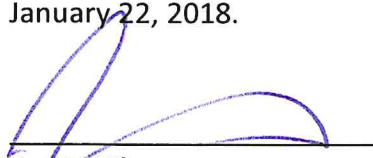
**Adopted:** January 22, 2018

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman**SEAL**

I hereby certify that the foregoing is a true copy of the Resolution adopted by the members of the Parking Authority of the City of Camden at a meeting held on January 22, 2018.

  
Brett Wiltsey  
Special Counsel



January 22, 2018

R2018-01:11

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN DESIGNATING THE  
COURIER POST AS THE NEWSPAPER OF GENERAL CIRCULATION FOR ALL  
LEGAL NOTICES**

**WHEREAS**, it is required in order to comply with the “adequate notice” provision that the time, date, location, agenda and action to be taken shall be submitted, also as therein provided to at least one newspaper which must be designated by the Authority to receive such notices in order to inform the public within the area of jurisdiction of this Authority; and

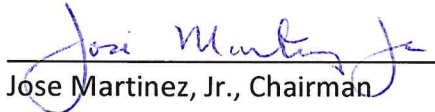
**NOW THEREFORE BE IT RESOLVED**: that the Parking Authority of the City of Camden and the members thereof that at all times hereafter, until changed, the mentioned newspaper, the Courier Post is designated to receive such notices, and

**BE IT FURTHER RESOLVED**: that said notices shall be submitted to mentioned newspaper by mail, telephone, email, fax or hand delivery.

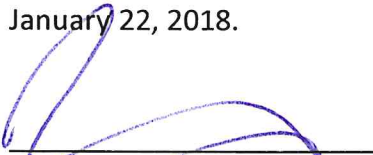
**Adopted:** January 22, 2018

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman**SEAL**

I hereby certify that the foregoing is a true copy of the Resolution adopted by the members of the Parking Authority of the City of Camden at a meeting held on January 22, 2018.

  
Brett Wiltsey  
Special Counsel

January 22, 2018

R2018-01:12

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN APPROVING A RISK  
MANAGEMENT CONSULTANT AGREEMENT WITH M & C INSURANCE  
AGENCY, INC.**

**WHEREAS**, the Parking Authority of the City of Camden has resolved to join the Camden County Municipal Joint Insurance Fund; and

**WHEREAS**, the bylaws of said Funds require that each Governing Body appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the bylaws; and

**WHEREAS**, the Board of Fund commissioners established a fee equal to six percent (6%) of the Municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing body; and

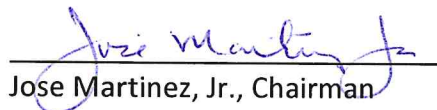
**WHEREAS**, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

**NOW THEREFORE, BE IT RESOLVED:** by the Parking Authority of the city of Camden and the members thereof, appoint M & C Insurance Agency, Inc. as its Risk Management Consultant in accordance with the Fund's bylaws.


**Adopted:** January 22, 2018

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman**SEAL**

I hereby certify that the foregoing is a true copy of the Resolution adopted by the members of the Parking Authority of the City of Camden at a meeting held on January 22, 2018.

  
Brett Wiltsey  
Special Counsel

January 22, 2018

R2018-01:13

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN APPROVING BIER  
ASSOCIATES AGREEMENT FOR PARKING PROJECT DEVELOPMENT,  
MANAGEMENT AND OPERATIONS CONSULTANTING SERVICES**

**WHEREAS**, the Parking Authority of the City of Camden has requested the Bier Associates to act as the Parking Consultant for the Authority from January 31, 2018 to January 30, 2019 to render all of the parking project development, special projects, management and operations consulting services that may be required by the Authority in connection with the operation of the Authority; and

**WHEREAS**, Bier Associates has provided consulting services to the Authority for Management, Project Development, Planning and Operation Procedures in the past; and

**WHEREAS**, consulting services are required by the Authority in connection with the Authority's parking project development, operations and management and other special projects contemplated by the Authority; and

**WHEREAS**, the Authority desires to retain Bier Associates for one (1) year period beginning January 31, 2018 and ending January 30, 2019; and

**WHEREAS**, the parties hereto desire to fix in writing their respective rights and obligations; and

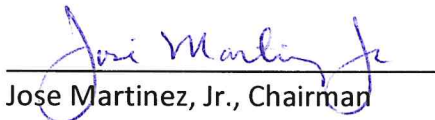
**NOW THEREFORE, THE PARTIES AGREE AS FOLLOWS:**

1. The Authority engages Bier Associates as its Parking Consultant for parking project development, management, operations and special parking related projects, and Bier Associates accepts said employment under the terms and conditions hereinafter set forth.
2. Bier Associates agrees to render all services which the Authority may request of Bier Associates, in the planning and development of its projects, as well as operations and management so long as this contract remains in effect.

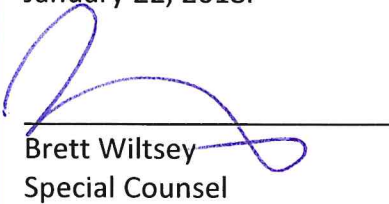
**Adopted:** January 22, 2018

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman**SEAL**

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Brett Wiltsey  
Special Counsel



January 22, 2018

R2018-01:14

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN APPROVING  
AGREEMENT FOR SPECIAL COUNSEL LEGAL SERVICES**

**WHEREAS**, the Parking Authority of the City of Camden has a need for Special Counsel Legal Services; and

**WHEREAS**, the Parking Authority did solicit qualifications for Special Legal Counsel Services by RFQ on Wednesday, January 3, 2018; and

**WHEREAS**, the Parking Authority of the City of Camden did receive five (5) responses; and

**WHEREAS**, all of the responses that were received were evaluated by an Authority Evaluation Committee and the proposal of Dilworth and Paxson was deemed as the most advantageous to the Authority; and

**WHEREAS**, The Term of the agreement will be for one (1) year beginning on January 1, 2018 to December 31, 2018; and

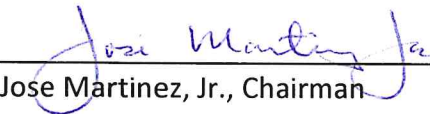
**NOW THEREFORE, BE IT RESOLVED:** that the Parking Authority of the City of Camden and the members thereof, are hereby authorized and do approve an agreement for Special Counsel Legal Services.

**Adopted:** January 22, 2018

R2018-01:14

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman

**SEAL**

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Brett Wiltsey  
Special Counsel



January 22, 2018

R2018-01:15

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN APPROVING  
AGREEMENT FOR GENERAL COUNSEL LEGAL SERVICES**

**WHEREAS**, the Parking Authority of the City of Camden has a need for General Counsel Legal Services; and

**WHEREAS**, the Parking Authority did solicit qualifications for General Counsel Legal Services by RFQ on Wednesday, January 3, 2018; and

**WHEREAS**, the Parking Authority of the City of Camden received one (1) response from Decotiis, LLC; and

**WHEREAS**, the response that was received was evaluated by an Authority Evaluation Committee and the proposal of Decottis, LLC was deemed as advantageous to the Authority; and

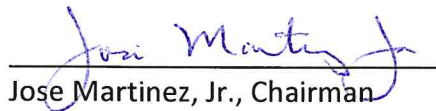
**NOW THEREFORE, BE IT RESOLVED:** that the Parking Authority of the City of Camden and the members thereof, are hereby authorized and do approve an agreement for Special Counsel Legal Services for a term of one (1) year from January 1, 2018 through December 31, 2018.

**Adopted:** January 22, 2018

R2018-01:15

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman

**SEAL**

I hereby certify that the foregoing is a true copy of the Resolution adopted by the members of the Parking Authority of the City of Camden at a meeting held on January 22, 2018.

  
Brett Wiltsey  
Special Counsel

January 22, 2018

R2018-01:16

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN APPROVING  
AGREEMENT FOR AUDITOR SERVICES FOR 2018**

**WHEREAS**, the Parking Authority of the City of Camden has a need for Auditor Services for 2018; and

**WHEREAS**, the Parking Authority did solicit qualifications for Auditor Services by RFQ on Wednesday, January 3, 2018; and

**WHEREAS**, the Parking Authority of the City of Camden received one (1) response from Brent W. Lee & Company; and

**WHEREAS**, the response that was received was evaluated by an Authority Evaluation Committee and the proposal of Brent W. Lee & Company was deemed as advantageous to the Authority; and

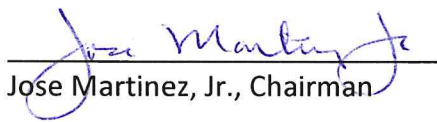
**NOW THEREFORE, BE IT RESOLVED:** that the Parking Authority of the City of Camden and the members thereof, are hereby authorized and do approve an agreement for Auditor Services for 2018 to Brent W. Lee & Company.

**Adopted:** January 22, 2018

R2018-01:16

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman

**SEAL**

I hereby certify that the foregoing is a true copy of the Resolution adopted by the members of the Parking Authority of the City of Camden at a meeting held on January 22, 2018.

  
Brett Wiltsey  
Special Counsel

January 22, 2018

R2018-01:17

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN APPROVING  
AGREEMENT FOR ACCOUNTING SERVICES FOR 2018**

**WHEREAS**, the Parking Authority of the City of Camden has a need for Accounting Services for 2018; and

**WHEREAS**, the Parking Authority did solicit qualifications for Accounting Services by RFQ on Wednesday, January 3, 2018; and

**WHEREAS**, the Parking Authority of the City of Camden received one (1) responses from Holmes & Company; and

**WHEREAS**, the response that was received was evaluated by an Authority Evaluation Committee and the proposal of Holmes & Company was deemed as advantageous to the Authority; and

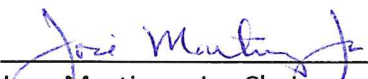
**NOW THEREFORE, BE IT RESOLVED:** that the Parking Authority of the City of Camden and the members thereof, are hereby authorized and do approve an agreement for Accounting Services for 2018 to Holmes & Company.

**Adopted:** January 22, 2018

R2018-01:17

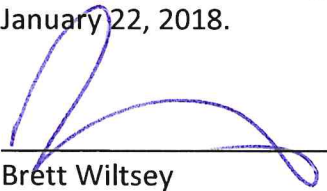
**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman

**SEAL**

I hereby certify that the foregoing is a true copy of the Resolution adopted by the members of the Parking Authority of the City of Camden at a meeting held on January 22, 2018.

  
Brett Wiltsey  
Special Counsel



January 22, 2018

R2018-01:18

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN APPROVING  
AGREEMENT FOR REAL ESTATE DEVELOPMENT AND STAKEHOLDER  
LIAISON SERVICES FOR 2018**

**WHEREAS**, the Parking Authority of the City of Camden has a need for Real Estate Development and Stakeholder Liaison Services for 2018; and

**WHEREAS**, the Parking Authority did solicit qualifications for Accounting Services by RFQ on Friday, January 12, 2018; and

**WHEREAS**, the Parking Authority of the City of Camden received one (1) response from Cooper's Ferry Partnership; and

**WHEREAS**, the response that was received was evaluated by an Authority Evaluation Committee and the proposal of Cooper's Ferry Partnership was deemed as advantageous to the Authority; and

**WHEREAS**, the term of the agreement will be for one (1) year commencing on April 1, 2018; and

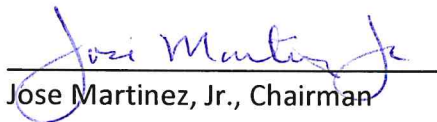
**NOW THEREFORE, BE IT RESOLVED:** that the Parking Authority of the City of Camden and the members thereof, are hereby authorized and do approve an agreement for Real Estate Development and Stakeholder Liaison Services for 2018.

**Adopted:** January 22, 2018

R2018-01:18

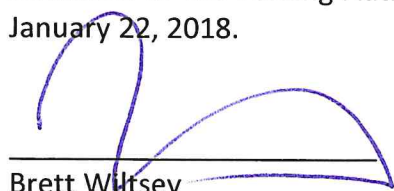
**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman

**SEAL**

I hereby certify that the foregoing is a true copy of the Resolution adopted by the members of the Parking Authority of the City of Camden at a meeting held on January 22, 2018.

  
Brett Wiltsey  
Special Counsel



January 22, 2018

R2018-01:19

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN AUTHORIZING NON-FAIR & OPEN PROCUREMENT OF PROFESSIONAL SERVICES FOR SPECIAL LABOR & EMPLOYMENT COUNSEL**

**WHEREAS**, it is deemed necessary and in the best interests of the City of Camden Parking Authority to retain a law firm to act as Special Labor and Employment Counsel as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 and or 20.5, as appropriate; and

**WHEREAS**, the Executive Director has determined and certifies that the value of the professional services to be procured are not to exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is one (1) year(s) as may be extended by the Authority as approved by the Board of Commissioners; and

**WHEREAS**, Denise Errico Esmerado, Esq., a member of the law firm of Ruderman, Horn, Esmerado, P.C., having an office located at 675 Morris Avenue, Suite 100, Springfield, New Jersey 07081, has submitted a proposal stating that they are willing to provide legal services as Special Labor and Employment Counsel at an hourly rate of \$150.00; and

**WHEREAS**, the Executive Director and Special Development Counsel have reviewed the qualifications and experience of Denise Errico Esmerado, Esq. and is satisfied with her qualifications and experience and recommends that she be retained based on a Non-Fair and Open procurement process for Professional Services; and

**WHEREAS**, Ruderman, Horn, Esmerado, P.C. has completed and submitted a Business Entity Disclosure Certification which certifies that neither the firm nor any of its members have made any reportable contributions to a political or candidate committee in the City of Camden in the previous one (1) year, and that the contract will prohibit Denise Errico Esmerado, Esq. and the law firm of Ruderman, Horn, Esmerado, P.C. from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and Pay to Play Law requires that resolutions authorizing the award of contracts for "Professional Services" without competitive bids must be publicly advertised;


**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioner of the Camden Parking Authority as follows:

1. The Chairman is hereby authorized and directed to execute on behalf of the Authority, subject to the availability of funds, a professional services contract with Denise Errico Esmerado, Esq., a member of the law firm of Ruderman, Horn, Esmerado, P.C., having an office located at 675 Morris Avenue, Suite 100, Springfield, New Jersey 07081 to provide legal services as Special Labor and Employment Counsel in accordance with its proposal, which shall remain on file in the Authority's office and available for public inspection.
2. That this contract shall be based on an hourly rate of \$150.00 with the total contract not to exceed \$17,500.00.
3. This agreement is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-5) as a recognized profession, licensed and regulated by law.
4. A notice of this action shall be printed in the Legal Newspaper of the Agency and/or posted on its website as required by law within ten (10) days of its passage.
5. The vendor shall supply the Agency with the Federal Affirmative Action Plan Approval or State Certificate of Employee Information Report within the time period specified by N.J.A.C. 17:27. The contract shall contain the mandatory affirmative language for professional services contracts required by N.J.A.C.17:27, a copy of which shall be attached to and incorporated in the professional services contract authorized herein.
6. The vendor shall agree to comply with the requirements of Title II of the Americans with Disabilities Act of 1990 and indemnify, protect and save harmless the Agency from all suits, claims, losses, demands or damages of whatever kind or nature arising out of or claimed to arise out of alleged violations of the Act. A copy of the Act shall be attached to and incorporated in the professional services agreement authorized herein.
7. That the award of this contract is contingent upon the Authority having sufficient funds and the Chief Financial Officer of the Authority certifying that there are sufficient funds budgeted by the Authority for said professional services contract; and
8. Be It Further Resolved, that in the event that the services provided by the professional services firm exceeds \$17,500, the service provider shall file the appropriate Local Unit Pay-To-Play Law Disclosure statement.

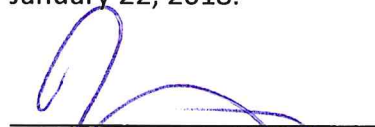
**Adopted:** January 22, 2018

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman**SEAL**

I hereby certify that the foregoing is a true copy of the Resolution adopted by the members of the Parking Authority of the City of Camden at a meeting held on January 22, 2018.

  
Brett Wiltsey  
Special Counsel



January 22, 2018

R2018-01:20

# ***RESOLUTION OF***

## **THE PARKING AUTHORITY OF THE CITY OF CAMDEN AUTHORIZING A MANAGEMENT AND OPERATIONS ANALYSIS**

**WHEREAS**, the Parking Authority of the City of Camden has a need to perform a Management and Operations Analysis of the Parking Authority of the City of Camden (PACC) for the purpose of evaluating the PACC's operations and management, so as to ensure that the most efficient and cost-effective procedures are in place; and

**WHEREAS**, the PACC solicited proposals from vendors to perform such an evaluation of its operations and management and make recommendations so that the PACC will be able to operate in a fashion that coincides with the economic growth in the City of Camden, pertaining to parking; and

**WHEREAS**, the PACC deems it is necessary for Newtown Advisors to conduct a Management and Operations Analysis and make appropriate recommendations to the Parking Authority's Leadership; and

**WHEREAS**, Newtown Advisors will include in their review the following, as it relates to the PACC: municipal parking organizations, PACC administrative structure, parking revenue and expense, monthly parking permit issuance and methods, capital budgets for parking projects, existing parking enforcement zones, existing off-street parking lot utilization, and City of Camden ordinances regulating parking and fines; and

**WHEREAS**, Newtown Advisors has submitted a proposal dated January 12, 2018 stating they will provide these services for a flat fee of \$17,500; and

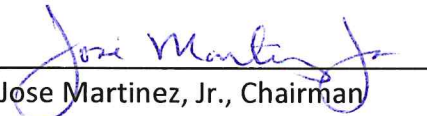
**WHEREAS**, the Parking Authority deems it necessary to enter into an Agreement with Newtown Advisors; and

**NOW THEREFORE BE IT RESOLVED:** by the Board of Commissioners of the City of Camden that the Parking Authority of the City of Camden hereby authorizes Newtown Advisors to enter into an Agreement with the Parking Authority.

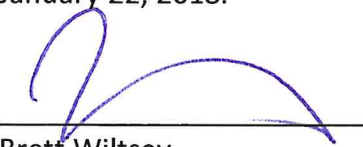
**Adopted:** January 22, 2018

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman**SEAL**

I hereby certify that the foregoing is a true copy of the Resolution adopted by the members of the Parking Authority of the City of Camden at a meeting held on January 22, 2018.

  
Brett Wiltsey  
Special Counsel

January 22, 2018

R2018-01:21

***RESOLUTION***  
***OF***  
**THE PARKING AUTHORITY OF THE CITY OF CAMDEN APPROVING THE  
ANNUAL AUDIT FOR THE FISCAL YEARS ENDING IN 2017 BY CERTIFIED  
PUBLIC ACCOUNTANT**

**WHEREAS**, the Parking Authority of the City of Camden requires the services of an independent Auditor to conduct an annual Audit of the financial statements for use of Lot 21 (DOC Lot) owned by the New Jersey Economic Development Authority per the terms of the Site License Agreement for 2017; and

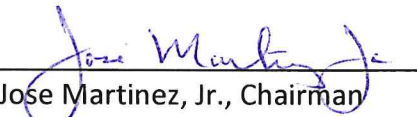
**WHEREAS**, the Parking Authority of the City of Camden did solicit proposals for Auditing Services to be conducted for 2017 and Brent W. Lee & Company, LLC was appointed as the Auditor for 2017; and

**NOW, THEREFORE, BE IT RESOLVED:** that the Parking Authority of the City of Camden and the members thereof, hereby authorize to execute the necessary documents to enter into an agreement with Brent W. Lee & Company LLC for the performance of an Audit for the Parking Authority of the City of Camden for the use of the DOC Lot for the Fiscal years ended October 31, 2017 and December 31, 2017 at a price not to exceed \$5,000.00.

**Adopted:** January 22, 2018

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman**SEAL**

I hereby certify that the foregoing is a true copy of the Resolution adopted by the members of the Parking Authority of the City of Camden at a meeting held on January 22, 2018.

  
Brett Wiltsey  
Special Counsel



January 22, 2018

R2018-01:22

# ***RESOLUTION***

***(AMENDED)***

***No.R2017-11:72***

***(Previously adopted November 20, 2017)***

## **THE PARKING AUTHORITY OF THE CITY OF CAMDEN AUTHORIZING CONSULTATION FOR ORGANIZATION DESIGN AND LABOR DISTRIBUTION**

**WHEREAS**, the Parking Authority of the City of Camden has a need to acquire an Organization Design/Labor Distribution Consultation of which Total HR Solutions, LLC, located at 921 Pleasant Valley Avenue, Suite 103, Mt. Laurel, NJ 08054, has provided a summary of services; and

**WHEREAS**, the agreement is necessary for Total HR Solutions, LLC ("**Total HR**") to conduct an Organization Design Assessment and make appropriate recommendations to the Parking Authority's Leadership; and

**WHEREAS**, Total HR will review the current organizational structure, conduct stakeholder interviews, review relevant documentation and develop functional position descriptions; and

**WHEREAS**, Total HR has submitted a proposal dated November 2, 2017 stating they will provide professional services for a flat fee of \$12,705; and

**WHEREAS**, upon further review of the scope of the professional services submitted by Total HR by the Executive Director and Chairman of the Parking Authority, it was determined that a deeper and more comprehensive review of the organization is required, with more extensive interviews and additional stakeholder evaluations; and

**WHEREAS**, due to the additional hours needed for this more extensive evaluation, an additional fee of \$4,000.00 is proposed by Total HR for a total of \$16,705; and

**WHEREAS**, the anticipated recommended start date of the agreement is the week of December 18, 2017, concluding with the creation of functional position descriptions on or before January 31, 2018; and

**WHEREAS**, the Parking Authority deems it necessary to enter into an Agreement with Total HR;

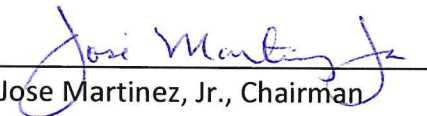
**NOW THEREFORE BE IT RESOLVED:** by the Board of Commissioners of the City of Camden that the Parking Authority of the City of Camden hereby authorizes Total HR to enter into an Agreement with the Parking Authority; and

**BE IT FURTHER RESOLVED** that this Resolution shall replace and supersede Resolution R2017-11:72 adopted on November 20, 2017.

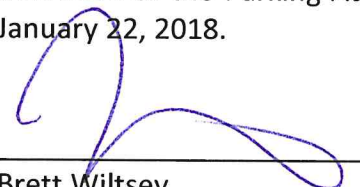
**Adopted:** January 22, 2018

**VOTING RECORD**

Commissioners	Yea	Nay	Abstentions	Absent
Jose Martinez, Jr.	X			
Angel L. Alamo	X			
Shaneka M. Boucher	X			
Mary Espinal	X			
Jasper Muhammad	X			

  
Jose Martinez, Jr., Chairman**SEAL**

I hereby certify that the foregoing is a true copy of the Resolution adopted by the members of the Parking Authority of the City of Camden at a meeting held on January 22, 2018.

  
Brett Wiltsey  
Special Counsel