

**PARKING AUTHORITY OF THE CITY OF CAMDEN  
REGULAR MONTHLY BOARD MEETING  
OPEN SESSION MINUTES  
THURSDAY, SEPTEMBER 27, 2018 @ 5PM**

**Commissioners:**

Chairperson Jose Martinez, Jr.  
Vice Chairman Angel L. Alamo  
Shaneka M. Boucher  
Commissioner Mary Espinal  
Commissioner Jasper Muhammad

**Staff and Consultants Attending:**

Willie E. Hunter, Sr., Executive Director  
Brett Wiltsey, Esq. — Dilworth Paxson LLP — Special Counsel  
Charles Holmes- Accounting Support

**Meeting called to order at 5:00 p.m.**

**Roll Call:**

Chairman Martinez	Here
Vice-Chairman Alamo	Here
Commissioner Boucher	Absent
Commissioner Espinal	Here
Commissioner Muhammad	Here

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

**Public Comment:**

None

**Adoption of the Minutes:**

Called for a motion to approve the Minutes of July 2018 meeting. Motion by Chairman Martinez, seconded by Vice-Chairman Alamo

**Roll Call:**

Martinez	Yes
Alamo	Yes
Boucher	Absent
Espinal	Yes
Muhammad	Yes

**Executive Director and Consultation Reports**

Willie Hunter

- Paint Job by RM Painting is 90% complete
- Lot 33 complete and can be used to finish out event session
- Block N temporary being used for monthly parking to be in revenue
- Lost all meters on Cooper Street
- Increased parking on Lot 13 with construction workers
- Looking for new locations for meters
- Working on proposal to increase meter rates
- Working on proposal about doing ticketing city wide

Charles Holmes- Account Support

- Talked about current assets being just under 9 million
- Liabilities same as last year about 900,000
- Operating Revenues up
- Expenses are down
- Year to date through August up 10%; meters down do to construction and removal of meters
- Net Position up from this time last year

Lenny Bier- Parking Consulting

- Talked about working with Newtown Advisors on meter survey (788 meters on the street)
- Working on draft for revision of the City Ordinance for both Parking Regulations and Fines & Rate Structure
- Recommendation of new equipment that is credit card ready, can do progressive pricing, solar powered (battery backup)
- New Lot locations, streets should be for turn over
- Operation Supervisor been vacant for 2 years or so. I have found a person that has over 10 years' experience in large apartment's complexes, marina and capital improvement programs. His management experience involves managing 24 people, and been doing his own budgets Mr. Hunter and I believe he would be a good fit.

Chairman Martinez Motion to go with Mr. Hunter request for Operation Supervisor, seconded by Vice-Chairman Alamo

**Roll Call**

Martinez	Yes
Alamo	Yes
Boucher	Absent
Espinal	Yes
Muhammad	Yes

Meter Study- Meters recommended are on the NJ Park Co-Op. Mr. Hunter would like the board to give him authority should anything happens to purchase new meters when the time comes

Chairman Martinez motion to give authority to the Parking Authority Administrative Staff to move forward with a plan to be proposed regarding new meter, seconded by Vice-Chairman Alamo

**Roll Call**

Martinez	Yes
Alamo	Yes
Boucher	Absent
Espinal	Yes
Muhammad	Yes

Brett request to take resolutions out of order because there are two that must have individual votes and then do consent agenda for the others. Chairman Martinez allowed.

**ADOPTION OF RESOLUTIONS:**

- **R2018-09:52** – The Parking Authority of the City of Camden Accepting the Annual Audit for the Year Ending December 31, 2017 as prepared by Brent W Lee, Certified Public Accountant

Is there a motion to accept this resolution? Motion by Chairman Martinez and seconded by Commissioner Espinal.

**Roll Call**

Martinez	Yes
Alamo	Yes
Boucher	Absent
Espinal	Yes
Muhammad	Yes

- **R2018-09:53**- The Parking Authority of the City of Camden Adopting the Parking Authority 2018 Budget.

Motion by Chairman Martinez and seconded by Commissioner Espinal.

**Roll Call**

Martinez	Yes
Alamo	Yes
Boucher	Absent
Espinal	Yes
Muhammad	Yes

Request that Resolutions **R2018-09:49 – R2018-09:51 and R2018-9:54 – R2018-9:56** be considered as a consent agenda.

**Roll Call**

Martinez	Yes
Alamo	Yes
Boucher	Absent
Espinal	Yes
Muhammad	Yes

- **R2018-09:49** – The Parking Authority of the City of Camden Approving Cash Disbursements for the balance of the month of July 2018 and for the month of August 2018.
- **R2018-09:50** – The Parking Authority of the City of Camden Approving a Site License Agreement between the Parking Authority of the City of Camden and Rutgers University to Provide Fourteen Parking Spaces on Lot 50.
- **R2018-09:51** – The Parking Authority of the City of Camden Authorizing a Memorandum of Understanding with Cooper’s Ferry partnership for Participation in the 2018 Waterfront Landscaping Project
- **R2018-09:54-** The Parking Authority of the City of Camden Awarding an Amended Professional Services Contract for the Construction Administrative Services for “Block N” Transit Village Parking Deck Project
- **R2018-09:55-** The Parking Authority of the City of Camden Awarding a Contract for a project entitled Block N (Block 175, Lot 5) Environmental Site Remediation Work.

Board of Commissioners  
Regular Monthly Meeting  
Thursday, September 27, 2018 @ 5pm

- **R2018-09:56-** The Parking Authority of the City of Camden Authorizing Expenditures for the improvement of surface parking Lot on corner of south 3<sup>rd</sup> Street and Pine Street

Motion to approve resolutions by Chairman Martinez second by Commissioner Espinal

**Roll Call**

Martinez	Yes
Alamo	Yes
Boucher	Absent
Espinal	Yes
Muhammad	Yes

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**ADJOURNMENT**

**Motion** to adjourn made by Chairman Martinez and seconded by Vice-Chairman Alamo

**All were in favor**

**Meeting adjourned at 5:30 pm**