

**PARKING AUTHORITY OF THE CITY OF CAMDEN
REGULAR MONTHLY BOARD MEETING
OPEN SESSION MINUTES
MONDAY, JANUARY 28, 2019 @ 6PM**

Commissioners in Attendance:

Chairman Jose Martinez, Jr.
Vice-Chairman Angel Alamo
Commissioner Mary Espinal
Commissioner Jasper Muhammad

Staff and Consultants Attending:

Willie E. Hunter, Sr., Executive Director
Michael Ash, Esq. - Carlin & Ward- General Counsel
Brett Wiltsey, Esq. — Dilworth Paxson LLP — Special Counsel
Joe Myers

Meeting called to order at 6:00 p.m.

Roll Call:

Chairman Martinez	Here
Vice-Chairman Alamo	Here
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 December 2018 meeting. Motion by Commissioner Martinez, seconded by Commissioner Alamo

Roll Call:

Martinez	Yes
Alamo	Yes
Espinal	Yes
Muhammad	Yes

Executive Director and Consultation Reports

Joe Myers

- Ed, Mike and myself have been working to get an inventory and we are happy to report that we are going to utilize Cap X Funds to add new inventory for Live Nation. This is the first time in a long time we will be adding new inventory. The money that will be used to pay for this inventory will not be the Parking Authority's. Live nation has agreed to pay for the surface of the dirt parcels on 3rd street and a few other cosmetic things like signage.
- Good news for upcoming season that starts in May. 270 spaces will be added on to the Lots on 3rd street and 100 on Coco Bean lot (that's close to 400 new parking spaces)

Willie Hunter

- Jones Masonry doing brick work on the outside of building. Waiting for some good weather since dealing with concrete.
- Intergraded Technical Systems will be installing the gate arms for the new lots 10 & 11 soon. Already got electric running in them waiting on Comcast to put cable in. Looking at around 6 weeks but we are trying to speed them up.
- Best has resolved the issue right now with the Kiosk machine. That seems to be an on going issue but we will keep you posted on that
- PSX replaced a camera in the garage. Some of them were down and we added a new camera. Going to be looking into putting more cameras in the garage. I think that would please Cooper Hospital.
- Received proposals from different elevator companies the lowest that came in was from South Jersey Elevator Services and we are recommending to the board to approve them tonight. It's not in here, but we had an elevator that the generator went down that's an expense item. (The elevator went down in less than 3 days later the second elevator went down so all of our elevators were down. Thank God they were able to get the second elevator back up and running we were still operating with one elevator. We had to get that generator out of there and get that serviced. So that's another thing South Jersey is doing for us as well.)
- We had to get CAD 6 cable line ran over from enforcement office to administration office. This is so when we are helping enforcement out with tickets we can access the state computer to get information.

- Budget is in the packet to be approved and there are some additional steps we had to do and that is in your board packet today.

ADOPTION OF RESOLUTIONS:

R2019-01:02- The Parking Authority of the City of Camden Electing a Chairperson

Motion by Commissioner Alamo for Jose Martinez for Chairman and second by Commissioner Muhammad

Roll Call

Martinez	Yes
Alamo	Yes
Espinal	Yes
Muhammad	Yes

R2019-01:03- The Parking Authority of the City of Camden Electing a Vice Chairperson

Motion by Chairman Martinez for Angel Alamo for Vice-Chairman second by Commissioner Espinal

Roll Call

Martinez	Yes
Alamo	Yes
Espinal	Yes
Muhammad	Yes

R2019-01:04- The Parking Authority of the City of Camden Authorizing the Appointment of a Secretary.

Motion by Vice Chairman Alamo for Dionne Banks for Secretary second by Chairman Martinez

Roll Call

Martinez	Yes
Alamo	Yes
Espinal	Yes
Muhammad	Yes

R2019-01:05- The Parking Authority of the City of Camden Authorizing the Appointment of a Treasurer.

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Motion by Chairman Martinez for Edward McMaster for Treasurer second by Vice Chairman Alamo

Roll Call

Martinez	Yes
Alamo	Yes
Espinal	Yes
Muhammad	Yes

Brett and Willie said “Congratulation to those elected officials and good luck”.

Request that Resolutions **R2019-01:01, R2019-01:06, R2019-01:07 and R2019-01:09 to R2019-01:31** be considered as a consent agenda

Motion by Vice Chairman and seconded by Chairman Martinez

Roll Call

Martinez	Yes
Alamo	Yes
Espinal	Yes
Muhammad	Yes

- **R2019-01:06** – The Parking Authority of the city of Camden Designating the Custodian of and Establishing an Imprest (Petty Cash) Fund.
- **R2019-01:07** – 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.
- **R2019-01:09** - The Parking Authority of the City of Camden Approving the Holiday Schedule for Union & Non-Union Employees for the Year of 2019.
- **R2019-01:10** - The Parking Authority of the City of Camden Authorizing the Executive Director to Advertise for Bids for Various Items during the Fiscal year of 2019.
- **R2019-01:11** - The Parking Authority of the City of Camden Designating the Courier Post as the Newspaper of General Circulation for Legal Notices.
- **R2019-01:12** - The Parking Authority of the City of Camden Approving a Risk Management Consultant Agreement with M&C Insurance Agency, Inc.
- **R2019-01:13** - The Parking Authority of the City of Camden Approving Bier Associates Agreement for Parking Project Development, Management and Operations Consulting Services.
- **R2019-01:14** - The Parking Authority of the City of Camden Approving Agreement for Special Counsel Legal Services.

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- **R2019-01:15** - The Parking Authority of the City of Camden Approving Agreement for General Counsel Legal Services.
- **R2019-01:16** - The Parking Authority of the City of Camden Rejecting Proposals for the Services of Auditor for the Parking Authority of the City of Camden.
- **R2019-01:17** - The Parking Authority of the City of Camden Approving Agreement for Accounting Services for 2019.
- **R2019-01:18** - The Parking Authority of the City of Camden Approving Agreement for Real Estate Development and Stakeholder Liaison Services for 2019.
- **R2019-01:19** - The Parking Authority of the City of Camden Authorizing Non-Fair & Open Procurement of Professional Services for Special Labor & Employment Counsel.
- **R2019-01:20** - The Parking Authority of the City of Camden Approving the Annual Audit for the Fiscal years Ending in 2017 by Certified Public Accountant.
- **R2019-01:21** - The Parking Authority of the City of Camden Awarding a Contract for 2019 Snow Removal Services to Zambino Landscaping, LLC.
- **R2019-01:22** – The Parking Authority of the City of Camden Authorizing the Purchase of Mackay Parking Meters Through a Contract Award by the New Jersey parking Purchasing Cooperative.
- **R2019-01:23**- The Parking Authority of the City of Camden Qualifying Engineering Firms for Parking and Development Projects-Professional Engineering Services
- **R2019-01:24** - The Parking Authority of the City of Camden has come to an Agreement with South Jersey Elevators for Elevator Repair
- **R2019-01:25** – The Parking Authority of the City of Camden Authorizing a Site License Agreement with Rutgers University for Off-Street Parking on the Corner of Fifth Street and Federal Street
- **R2019-01:26** – The Parking Authority of the City of Camden Authorizing a contract with South Jersey Elevator LLC for Elevator Maintenance Services
- **R2019-01:27**- The Parking Authority of the City of Camden Approving a Agreement with Eastern Lift Truck Co., Inc.
- **R2019-01:28**- The Parking Authority of the city of Camden entering into an Agreement with Aramark for Mat Service
- **R2019-01:29**- The Parking Authority of the City of Camden Establishing a Convenience Fee for Credit Card Payments made by users of “Smart Parking Meter”
- **R2019-01:30**- The Parking authority of the City of Camden awarding a Professional Services contract for a Study Making a Report and Recommendations for Towing Operations
- **R2019-01:31**- The Parking Authority of the City of Camden Authorizing the Creation of the Position of a Qualified Purchasing Agent

Motion to approve consent agenda resolutions by Vice Chairman Alamo seconded by Chairman Martinez

Roll Call

Martinez	Yes
Alamo	Yes
Espinal	Yes
Muhammad	Yes

- **R2019-01:08** – The Parking Authority of the City of Camden Establishing the Dates and Times of the Regular Monthly Meetings for the year of 2019 – 2020. (For R2019-01:08 can we start the meetings at 5pm that away it would be easier for everyone to get here and get them home to their family at a reasonable time.)

Motion to start meetings at 5pm by Vice Chairman Alamo and second by Chairman Martinez

Roll Call

Martinez	Yes
Alamo	Yes
Espinal	Yes
Muhammad	Yes

- **R2019-01:32**- The Parking Authority of the City of Camden Adopting the Parking Authority's 2019 Budget

Motion to approve resolution by Vice Chairman Alamo second by Commissioner Espinal

Roll Call

Martinez	Yes
Alamo	Yes
Espinal	Yes
Muhammad	Yes

OLD BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

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

All were in favor

Meeting adjourned at 6:11 pm