parking authority of the city of camden

regular MONTHLY board meeting

open session minutes

Monday, January 27, 2020 @ 5Pm

**Commissioners in Attendance**:

Chairman Jose Martinez

Vice-Chairman Angel Alamo

Commissioner Mary Espinal

**Staff and Consultants Attending**:

Willie Hunter – Executive Director

Michael Ash- Carlin & Ward- General Counsel

Michael Bart- Bart & Bart Accountant

Joe Myers- Cooper Ferry

Lenny Bier

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

**Public Notice:**

Mr. Ash stated the reorganization 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 the City Hall on Wednesday, January 22 @10:57 am.. A copy was also delivered to the Press Room in City Hall (in compliance with Open Public Meetings Law, P.L. 1975 e. 231)

**Roll Call:**

Chairman Martinez Here

Vice-Chairman Alamo Here

Commissioner Espinal Here

Angel Alamo: I would like to acknowledge former commissioner Sander Hendricks. Mr. Hendricks passed away recently and he was a great commissioner. I feel he is someone we all admired and respected. I can say he was just a great commissioner who always had the voice of reason.

**Public Comment:**

None

**Adoption of Reorganization Resolutions**

Commissioner Alamo nominated Commissioner Martinez for Chairman seconded by Commissioner Espinal

**Roll Call**

 Martinez Yes

 Alamo Yes

Espinal Yes

Chairman Martinez nominated Angel Alamo for Vice-Chairman seconded by Commissioner Espinal

 **Roll Call**

 Martinez Yes

 Alamo Yes

 Espinal Yes

Vice-Chairman Alamo nominated Dionne Banks for Secretary seconded by Chairman Martinez

**Roll Call**

 Martinez Yes

 Alamo Yes

Espinal Yes

Vice-Chairman Alamo nominated Michael Bart for Treasurer seconded by Chairman Martinez

**Roll Call**

 Martinez Yes

 Alamo Yes

Espinal Yes

Vice-Chairman Alamo nominated Lana Irrgang for custodian of imprest (petty cash) second by Chairman Martinez

 **Roll Call**

 Martinez Yes

 Alamo Yes

Espinal Yes

Chairman Martinez motioned to establish First Colonial Community Bank and Republic Bank as Depositary of Funds second by Vice-Chairman Alamo

**Roll Call**

 Martinez Yes

 Alamo Yes

Espinal Yes

Chairman Martinez motioned to establish Dates and Times of the Regular Monthly Meetings second by Vice-Chairman Alamo

**Roll Call**

 Martinez Yes

 Alamo Yes

Espinal Yes

Vice-Chairman Alamo motioned to approved Holiday Schedule for Union & Non-Union Employees second by Chairman Martinez

**Roll Call**

 Martinez Yes

 Alamo Yes

Espinal Yes

Chairman Martinez motioned to authorize the Executive Director to Advertise for Bids for Various Items second by Vice-Chairman Alamo

**Roll Call**

 Martinez Yes

 Alamo Yes

Espinal Yes

Vice-Chairman Alamo motioned to designate the Courier Post as the Newspaper of General Circulation for Legal Notices second by Chairman Martinez

**Roll Call**

 Martinez Yes

 Alamo Yes

Espinal Yes

Vice-Chairman Alamo motioned to approve a Risk Management Consultant Agreement with M&C Insurance Agency, Inc. second by Chairman Martinez

**Roll Call**

 Martinez Yes

 Alamo Yes

Espinal Yes

Vice-Chairman Alamo motioned to appoint Michael Ash as the Public Agency Compliance Officer second by Chairman Martinez

**Roll Call**

 Martinez Yes

 Alamo Yes

Espinal Yes

**Adjournment**

Motion to adjourn the reorganization meeting made by Vice-Chairman Alamo second by Chairman Martinez

**All were in favor**

**Regular Meeting**

**Public Notice:**

Mr. Ash stated the regular monthly meeting of the Parking Authority of the City of Camden was legally advertised in the in the Courier Post Newspaper and the Meeting Notice statement and Agenda were posted on the bulletin board in the lobby of the City Hall on Wednesday, January 22,@10:57 am.. A copy was also delivered to the Press Room in City Hall (in compliance with Open Public Meetings Law, P.L. 1975 e. 231)

**Roll Call:**

Chairman Martinez Here

Vice-Chairman Alamo Here

Commissioner Espinal Here

**Public Comment:**

None

**Adoption of the Minutes**:

Motion to approve minutes by Vice-Chairman Alamo second by Chairman Martinez

**Roll Call**

 Martinez Yes

 Alamo Yes

Espinal Yes

**Executive Director Report and Consultation Reports**

Willie Hunter

* In the handout you have it’s a summary of work done in 2019, along with Januarys report on what’s happen in the new year, and looking for parking for BB&T for upcoming parking for events
* Dionne Banks has been promoted to executive assistant
* Michael Alejandro is doing a great job here at the Parking Authority and I appreciate all he has done as the operation manager over this year. His probation period is up and I am asking for a raise for Michael Alejandro.

Chairman Martinez

* I would like to thank Willie for working with the commissioners and making sure we do everything needed for the Parking Authority to keep moving forward. In spite of some of the setbacks, we have been able to keep the budget and morale at the Parking Authority good. This is credited to Mr. Hunter and his staff. I would like to thank you for your leadership here at the Authority.

Joe Myers

* Coopers Ferry has been working with the Parking Authority and the City to expand inventory. Hopefully at the next meeting a resolution will be awarded to improve the lots out of the Cap X fund. This account is an account shared between Live Nation and the Parking Authority for the sole purpose of improving the parking lots.

Chairman Martinez- I am looking forward to working with Coopers Ferry on new upcoming projects. Hopefully everything we have been working on over the years will come through. I am expecting good things this year.

Michael Bart

* DCA approved operation and capital budget from January 2020 to December 2020. The resolution to adopt the budget should be approved tonight.
* PACCs expenditure is below budget. The operation budget is five million four hundred fifty-eight thousand which is slight above last year.

Chairman -That’s good since we have lost some parking over the years.

Lenny Beir

* I have been going over all the agreements for Lot 13 to see just what the commitments are for the lot. I will be providing the commissioners with a demand analysis. What I am looking to see is what we can put on the garage, in terms, of what the size of the facility should be. We will then do an economics feasibility which is basically to determine the construction cost and what it would cost to break even from the facility.
* I will be monitoring as we do the meter installation and that should help our revenue. What you will find is that once people can dip a credit card they will buy more time than they need. Given the convenience to not having to use coins, those are the people not using your pay by cell. People in the hospital district and lawyers probably don’t use the pay by cell but the students do. You have a higher adoption rate in the student department. I think you will see there will be an increase in meter revenue as a result of the new meters. Still working on Wise Movement pilot to get that in the university environment, where we can go to the license plate recognition and put them on our vehicle as well.
* Chairman Martinez- what about towing?
* When the City is prepared and ready, we are out there doing advance work. We have not gone deep into it yet because the City has not made a full commitment although the Mayor has expressed his interest. Once the Mayor is ready to do what needs to be done and gives fee interest to the authority and gives the opportunity to make necessary improvements we are looking at. License plate recognition for that will be very important as well as CCQV which would take a 360 degree picture of the cars that come in so there’s no question about damage. We would do some site visits like in Philly & New York to see the big dogs. There is a towing show in March and one way or another whether we have a commitment from the Mayor or not we will go to the show for the towing industry. It’s important to see the products at the show because if you miss them now you have to wait for a year.
* Chairman- will the budget be able to sustain all this.
* Bier- yes the lots already exist. We would just do some re-pavementing and drop a container office on the lot. It will raise our insurance, but the storage fees should offset that. The real cost would be if we would actually do the towing which is not our intention, our intention is to use a rotation tow list so we have no liability for the pickups. The private enterprise will still do what they do. They will do the pickups, we are going to only take what they call clean tows. Not accident tows. We are taking tows that people do not have proper credentials, (no drivers license, no insurance) parking at fire hydrants and parking in crosswalks. Accident tows will go to existing people because they are environment hazard. They are leaking fluids such as gas, transmission and oils. That will already polluted junk yards where they are basically used as scrapped. We want clean tows go to where you know people will retrieve them. Usually clean tows retrieval is 3 to 5 day it will be a constant turnover of the vehicle. We get the money for the towing then we reimburse the tow yard. What happened in a lot of cities they capture the vehicle and release it and the city never sees a thing. When you control the vehicle, you control the money.

Chairman- I would like to thank you for your contributions to the Parking Authority. Your knowledge is valuable and I would like to let you know I truly appreciate you. Mr. Brett Wiltsy is not here but I would like to thank him and his firm for what they do. Mike Ash, we appreciate you for your work and your leadership is very much appreciated here. We have a great team, thank you.

**Adoption of Resolutions:**

Request that Resolutions **R2020-01:05, R2020-01:13 to R2020-01:22 & R2020-01:24** be considered as a consent agenda

Motion by Chairman Martinez second by Vice-Chairman Alamo

 **Roll Call**

 Martinez Yes

 Alamo Yes

Espinal Yes

* **R2020-01:05 –** The Parking Authority of the City of Camden Approving Cash Disbursements for the balance of the month of November 2019 and for the month of December 2019.
* **2020-01:13 -** The Parking Authority of the City of Camden Approving Agreement for Parking Project Development, Management and Operations Consulting Services.
* **R2020-01:14 -** The Parking Authority of the City of Camden Approving Agreement for Special Counsel Legal Services.
* **R2020-01:15 -** The Parking Authority of the City of Camden Approving Agreement for General Counsel Legal Services.
* **R2020-01-16-** The Parking Authority of the City of Camden Approving Agreement for Auditor Services.
* **R2020-01:17 -** The Parking Authority of the City of Camden Approving Agreement for Accounting Services for 2020.
* **R2020-01:18 -** The Parking Authority of the City of Camden Approving Agreement for Real Estate Development and Stakeholder Liaison Services for 2020.
* **R2020-01:19 -** The Parking Authority of the City of Camden Authorizing Non-Fair & Open Procurement of Professional Services for Special Labor & Employment Counsel.
* **R2020-01:20 -** The Parking Authority of the City of Camden Adopted Budget.
* **R2020-01:21-** The Parking Authority of the City of Camden Authorizing Fair & Open Procurement of Professional Services for the Provision of Design, Restoration and Engineering Services 2020
* **R2020-01:22-** The Parking Authority of the City of Camden Approving an agreement with Lockheed Martin
* **R2020-01:24-** The Parking Authority of the City of Camden

Motion to approve consent resolutions by Vice-Chairman Alamo second by Chairman Martinez

**Roll Call**

 Martinez Yes

 Alamo Yes

Espinal Yes

**OLD BUSINESS**

None.

**New Business**

None.

**Adjournment**

Motion to adjourn made by Vice-Chairman Alamo second by Chairman Martinez

**All were in favor**

**Meeting adjourned at 5:30pm**