parking authority of the city of camden

regular MONTHLY board meeting

open session minutes

Monday January 22, 2024 @ 2:00 pm

**Commissioners in Attendance**:

Chairman -Jose Martinez

Vice-Chairman- Jasper Muhammad

Commissioner Troy Still

Commissioner Tasha Gainey

**Staff and Consultants Attending**:

Michael Ash- Carlin, Ward, Ash & Heiart, LLC- General Counsel

Brett Wiltsey – Obermayer, Special Counsel

Sam Steinman, Systems Analyst

Steve Kovacs- Holmes Co.

Charles Holmes – Holmes Co.

Len Bier- Beir Associates

Willie Hunter – Executive Director

**Public Notice:**

The Regular Monthly 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 PACC website on Friday, January 19, 2024.

**Roll Call:**

Chairman Martinez Here

Vice-Chairman Muhammad Here

Commissioner Espinal Absent

Commissioner Gainey Here

Commissioner Still Here

**Public Comment:**

None.

**Re-Organization Meeting**

The Board entered the annual re-organization meeting and took the following actions:

**R2024-01-01** – The Parking Authority of the City of Camden Electing a Chairperson

Motion to nominate Jose Martinez by Commissioner Muhammad second by Commissioner Gainey; No other nominations; approved unanimously

**R2024-01-02** – The Parking Authority of the City of Camden Electing a Vice Chairperson

Motion to nominate Jasper Muhammad by Commissioner Martinez second by Commissioner Gainey; No other nominations; approved unanimously

**R2024-01-03** – The Parking Authority of the City of Camden Electing a Secretary

Motion to nominate Dionne Banks by Commissioner Martinez second by Commissioner Muhammad; No other nominations; approved unanimously

**R2024-01-04** - The Parking Authority of the City of Camden Electing a Treasurer

Motion to nominate Charles Holmes of Charles Holmes & Co. by Commissioner Martinez second by Commissioner Muhammad; No other nominations; approved unanimously

The Board adjourned the Re-Organization Meeting and entered the regular meeting

**Adoption of the Minutes**:

Minutes of the December 13, 2023 – motion by Chairman Martinez, second by Commissioner Gainey. All in favor

**Consultation Reports**

Steve Kovacs -- presented the Financial report. Positive for the month.

Len Bier – stated the collections of aged receivbles are improving

**Adoption of Resolutions:**

**R2024-01-05 through R2024-01-27**  – Motion to Approve as a Consent Agenda made by Commissioner Martinez second by Commissioner Muhammad; Approved unanimously

Motion to Approve Consent Agenda made by Commissioner Martinez second by Commissioner Muhammad; Approved unanimously

**Roll Call**

Martinez Yes

Gainey Yes

Espinal Absent

Muhammad Yes

Still Yes

* + **R2024-01:05 –** The Parking Authority of the City of Camden Establishing the Dates and Times of the Regular Monthly Meetings for the year of 2024 – 2025.
  + **R2024-01:06 –** The Parking Authority of the City of Camden Approving the Holiday Schedule for Union & Non-Union Employees for the Year of 2024.
  + **R2024-01:07 –** The Parking Authority of the city of Camden Designating the Custodian of and Establishing an Imprest (Petty Cash) Fund.
  + **R2024-01:08 -** The Parking Authority of the City of Camden Authorizing the Executive Director to Advertise for Bids for Various Items during the Fiscal year of 2024.
  + **R2024-01:09-**. The Parking Authority of the City of Camden Designating the Courier Post as the Newspaper of General Circulation for Legal Notices
  + **R2024-01:10** -. The Parking Authority of the City of Camden Establishing Republic Bank as the Depository of Funds
  + **R2024-01:11 - T**he Parking Authority of the City of Camden Approving Cash Disbursements for the balance of the month of November 2023 and December 2023.
  + **R2024-01:12 -** The Parking Authority of the City of Camden Approving Agreement for Parking Consulting, Owners Representative and Employment Practices Services.
  + **R2024-01:13 -** The Parking Authority of the City of Camden Approving Agreement for Special Counsel Legal Services.
  + **R2024-01:14 -** The Parking Authority of the City of Camden Approving Agreement for General Counsel Legal Services.
  + **R2024-01-15-** The Parking Authority of the City of Camden Approving Agreement for Auditor Services.
  + **R2024-01:16 -** The Parking Authority of the City of Camden Authorizing Non-Fair & Open Procurement of Professional Services for Special Labor & Employment Counsel
  + **R2024-01:17 -** The Parking Authority of the City of Camden Approving Agreement for Real Estate Development and Stakeholder Liaison Services for 2024.
  + **R2024-01:18**- The Parking Authority of the City of Camden Awarding a Contract for 2024 Snow Removal Services to AP Construction.
  + **R2024-01:19-** The Parking Authority of the City of Camden Approving Agreement for Parking Systems Analyst
  + **R2024-01:20-** Parking Authority of the City of Camden Authorizing Fair & Open Procurement of Professional Services for the Provision of Design, Restoration and Engineering Services 2024
  + **R2024-01:21-** The Parking Authority of the City of Camden Authorizing the Appointment of a Custodian of Public Records in accordance with the Open Public Records Act.
  + **R2024-01-22**- The Parking Authority of the City of Camden Appointing a Public Agency Compliance Officer.
  + **R2024-01-23**-. The Parking Authority of the City of Camden Approving Holmes & Company, for Accounting Services.
  + **R2024-01-24**-. The Parking Authority of the City of Camden Authorizing a Contract for Qualified Purchasing Agent Services.
  + **R2024-01-25**-. The Parking Authority of the City of Camden Authorizing a Site License Agreement with New Jersey Economic Development Authority for Off-Street Parking on Riverside Drive.
  + **R2024-01-26**-. The Parking Authority of the City of Camden Authorizing a Site License Agreement with New Jersey Economic Development Authority for Off-Street Parking on Delaware Avenue and Elm Street.
  + **R2024**-**01-27**- The Parking Authority of the City of Camden Authorizing Site license Agreement with New Jersey Economic Development Authority for Off-Street Parking on Delaware Ave & Elm Street for Rutgers
  + **R2024-01-28-** The Parking Authority of the City of Camden Authorizing a Contract for Services to KSBENN Construction, LLC

**OLD BUSINESS**

None.

**New Business**

None.

**Adjournment**

Motion to adjourn made by Commissioner Still second by Commissioner Gainey.

**All were in favor**

**Meeting adjourned at 12:20 pm**