parking authority of the city of camden

regular meeting

open session minutes

MONDAY february 27, 2023 @ 2:00 pm

**Commissioners in Attendance**:

Chairman Jose Martinez

Commissioner Mary Espinal

Commissioner Tasha Gainey

Commissioner Troy Still

**Staff and Consultants Attending**:

Willie Hunter, Executive Director

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

Brett Wiltsey – Obermayer – Special Counsel

Charles Holmes – Charles Holmes Co.

Brent Lee, Auditor

Len Bier, Parking Consultant

Sam Steinman, Systems Analyst

**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, February 24, 2023.

**Roll Call:**

Chairman Martinez Here

Vice-Chairman Muhammad Absent

Commissioner Espinal Here

Commissioner Gainey Here

Commissioner Still Here

**Public Comment:**

None- Did not receive any emails as suggested on the website and no one attended in person

**Adoption of the Minutes**:

Minutes from the December 14, 2022 regular meeting and January 23, 2023 meeting were tabled without the commissioners in attendance needed to approve.

**Consultation Reports**

Brent Lee presented the findings of his audit for the year ending December 31, 2021. All Board members were provided with a copy of the audit. The audit was unqualified with only 2 minor findings. The Board will consider accepting findings of the audit and implementing a corrective action plan at the next regular meeting.

Mr. Holmes presented the financial report from January 2023 showing positive revenue.

Mr. Bier identified areas of interest for the 2023 budget and timely collections of accounts receivable.

**Adoption of Resolutions:**

Request that Resolutions **R2023-2:29, through 2:41** be considered as a consent agenda, with an amendment to table **R2023-2:34**:

Motion by Chairman Martinez second by Commissioner Espinal

 **Roll Call**

 Martinez Yes

 Gainey Yes

Espinal Yes

Muhammad Absent

Still Yes

Motion to approve consent resolutions by Chairman Martinez and second by Commissioner Gainey

**Roll Call**

 Martinez Yes

 Gainey Yes

Espinal Yes

Muhammad Absent

Still Yes

* + **R2023-02:29 -** The Parking Authority of the City of Camden Approving Cash Disbursements for the balance of the month of December 2022 and January 2023
	+ **R2023-02:30**- The Parking Authority of the City of Camden Authorizing an Amendment to a Site Use License Agreement with Rowan University/Rutgers-Camden Board of Governors.
	+ **R2023-02:31-** The Parking Authority of the City of Camden Authorizing a site license agreement with Rutgers University Police Department for Off-Street Parking on the Corner of Fifth Street and Federal Street.
	+ **R2023-02:32-** The Parking Authority of the City of Camden Requiring Claimant Certifications on Certain Types of Transactions.
	+ **R2023-02-33**- The Parking Authority of the City of Camden Authorizing the Purchase of Fire Alarm Pull Stations for the Hinson Garage.
	+ **R2023-02-34**- The Parking Authority of the City of Camden Confirming Compliance with the Local Finance Board Regulations Concerning the Annual Audit.
	+ **R2023-02-35**-. The Parking Authority of the City of Camden Authorizing Salary Adjustment for Project Manager.
	+ **R2023-02-36**-. The Parking Authority of the City of Camden Authorizing an Agreement with Communications Workers of America, Local 1014 for the provision of a Non-Supervisory Contract for Union Employees of the Parking Authority of the City of Camden.
	+ **R2023-02-37**-. The Parking Authority of the City of Camden Authorizing an Agreement with Communications Workers of America, Local 1014 for the provision of a Supervisory Contract for Union Employees of the Parking Authority of the City of Camden.
	+ **R2023-02-38**-. The Parking Authority of the City of Camden Authorizing Salary Adjustment for Executive Director in 2023.
	+ **R2023-02-39**-. The Parking Authority of the City of Camden Authorizing Rate Increase to On-Street Meters.
	+ **R2023-02-40**-. The Parking Authority of the City of Camden Authorizing Professional Services Contract with ICAM for Government Relations Services.
	+ **R2023-02-41**-. The Parking Authority of the City of Camden Authorizing Site License Agreement with the Camden County Improvement Authority for Sixty (60) Additional Monthly Parking Spaces.

**OLD BUSINESS**

None.

**New Business**

None.

**Adjournment**

Motion to adjourn made by Chairman Martinez second by Commissioner Gainey.

**All were in favor**

**Meeting adjourned at 2:25 pm**