

**MINUTES OF THE MEETING OF
BOARD OF COMMISSIONERS OF THE
PARKING AUTHORITY OF THE CITY OF NEWARK
FEBRUARY 22, 2024
4:00PM**

PUBLIC STATEMENT: THIS MEETING IS BEING CALLED PURSUANT TO THE OPEN PUBLIC MEETINGS ACT, CHAPTER 113; ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED TO THE STAR LEDGER, THE JERSEY JOURNAL AND TO THE PUBLIC AT LARGE; ESTABLISHING THE DATE, TIME AND LOCATION OF THIS MEETING AND BY FILING WITH THE OFFICE OF THE CITY CLERK THE SCHEDULE OF REGULAR MEETINGS.

Roll Call as follows:

Present: Chair Marques A. Lewis
Treasurer Andre Speight
Secretary Bernard Chase
Commissioner Andre Hollis

Absent: Vice-Chair Evelyn Williams
Commissioner Tarsha Prindle-Hartley

Others Present: Executive Director, Anthony C. Mack, Esq.
C. Lawrence Crump, Esq., General Counsel
Sr. Executive Asst., Merian Williams
Gabriela Santos, Fiscal Manager

No Members of the Public present.

The pledge of allegiance was recited.

Chairman Lewis noted that there was a quorum present and the Board is in accord with State Statute and the meeting could now commence.

Chairman Lewis requested a Motion to adopt the Agenda. Motion by Commissioner Hollis, seconded by Treasurer Speight and approved by unanimous consent.

Chair Lewis requested a motion to approve the Minutes of January 25, 2024. Motion to approve by Commissioner Hollis, second by Secretary Chase, approved by unanimous consent.

COMMITTEE REPORTS:

Finance Committee reported that they met on Tuesday, February 20, 2024 and reviewed the List of Bills and Financial Reports for the month. The Committee discussed the deficit on the P & L Statement. Moving forward profit and loss statements will be presented to the Board quarterly. However, the Treasurer will continue to review them monthly. The Committee also reviewed and discussed the Resolution for the Food Truck Vendors that is on the Agenda today, as well as the bill for Eric Torain that is on to this month's list of bills. There were no questions on the committee report.

RESOLUTIONS:

RESOLUTION #02-2024-06 OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK approving the List of Bills for February 2024 by Treasurer Speight, seconded by Secretary Chase, approved by unanimous consent.

RESOLUTION #02-2024-07 OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK AMENDING THE FOOD TRUCK PERMIT PARKING POLICY TO INCREASE PERMIT FEES. Motion to approve by Commissioner Hollis, seconded by Secretary Chase

Fiscal Manager, Gabby Santos discussed the Food Truck parking permit program and advised that the program was implemented in 2013. There has been no increase in the fees in eleven (11) years. The proposed rate increase is Fifty (\$50.00) Dollars per quarter. Upon completion of discussion, Treasurer Speight abstained from voting.

ROLL CALL FOR RESOLUTION 02-2024-07:

Chair Lewis	Yes
Secretary Chase	Yes
Commissioner Hollis	Yes
Treasurer Speight	Abstain

RESOLUTION #02-2024-08 OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK AUTHORIZING THE EXECUTOR TO ADVERTISE A REQUEST FOR PROPOSALS FOR ELEVATOR MAINTENANCE AND REPAIRS AT THE GREEN STREET MIXED USE PARKING FACILITY. Motion to Approve by Commissioner Hollis, seconded by Commissioner Hollis, approved by unanimous consent.

RESOLUTION #02-2024-09 OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK AUTHORIZING THE EXECUTIVE DIRECTOR TO ADVERTISE A REQUEST FOR PROPOSALS FOR HEATING, VENTILATION AND AIR CONDITIONING (HVAC) MAINTENANCE AT THE GREEN STREET MIXED USE PARKING FACILITY. Motion to approve by Commissioner Hollis, seconded by Chair Lewis and approved by unanimous consent.

The following appointments were made by Chair Lewis for the 2024 standing Committees:

Standing Committees and tasks listed below:

FINANCE COMMITTEE: **Chair Andre Speight**
 Commissioner Tarsha Prindle-Hartley

Tasks:

- Review of the rate schedules for the NPA parking facility/facilities, together with that of competing lots;
- Propose rates as appropriate with projected budget impacts;
- Review of the NPA annual audit with comments
- Review and recommendations of the Annual Budget

SAFETY & MAINTENANCE COMMITTEE

Chair Secretary Bernard Chase
Commissioner Andre Hollis

TASKS:

- Coordinate with the Office of Public Safety for the City of Newark to ensure that the Authority is in Compliance with the procedures of the Office of Emergency Management.
- Monitor complaints from Patrons
- Monitor the maintenance procedures of the NPA facilities;
- Recommend improvements to the NPA facility/facilities;
- Monitor and recommend security procedures, etc.

PERSONNEL COMMITTEE

Chair Commissioner Andre Hollis
Treasurer Andre Speight

TASKS:

- Review of and recommend salary increments;
- Recommendations with respect to the Personnel Policies and Procedures;
- Review of grievances of employees not resolved at the Executive Director's level.

DEVELOPMENT COMMITTEE

Chair Vice-Chair Evelyn Williams
Commissioner Tarsha Prindle-Hartley

TASKS:

- Develop and recommend new projects;
- Meet with the Deputy Mayor, as well as any appropriate person in the Administration to discuss development proposals
- Be alert to all opportunities to enhance the flow of traffic in the City, to provide adequate parking.

The Board Chair Active Member on ALL Committees as well as the Executive Director Active Member on ALL Committees.

The Chair advised that the Committees should make every attempt to prior to the regular scheduled meeting and be prepared to report to the full Board

There was no Executive Director Report this month.

There was no Legal Report this month

There being no further business, the meeting adjourned on motion of Chair Lewis, seconded by Commissioner Hollis, and approved by unanimous consent.