

**MINUTES OF THE SPECIAL MEETING OF THE
BOARD OF COMMISSIONERS OF THE
PARKING AUTHORITY OF THE CITY OF NEWARK
JUNE 27, 2019**

The meeting was convened at 50 Park Place, Newark, New Jersey, at 4:30 P.M.

Pursuant to (Ch. 231 PL 1975) "Open Public Meeting" Act, Chapter 113, adequate notice was given to the Star Ledger, the Jersey Journal and transmitted to the City of Newark's information office and posted on the Authority's Web Site.

The pledge of allegiance was recited.

Roll Call as follows:

Present:

Chairperson Evelyn Williams
Vice-Chairperson Raquel Cagley

Commissioner James Parrillo
Commissioner Paul Oliver
Commissioner Andre Hollis
Commissioner Marquis A. Lewis

Absent:

Commissioner Niathan Allen (excused)

Others Present:

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

Members of the Public:

NONE

General Counsel, Crump noted that there was a quorum present and the Board was in accord with State Statute and the meeting could now commence.

General Counsel, Crump requested a Motion to adopt the Agenda. Motion by Vice-Chair Cagley, second by Chair Williams and approved by unanimous consent.

General Counsel, Crump, requested a Motion to adopt the Minutes of the meeting of May 8, 2019. Motion to approve by Vice-Chair Cagley, and Seconded by Commissioner Parrillo and approved by unanimous consent.

General Counsel, Crump presented the following Resolutions:

1. **RESOLUTION #06-2019-17 OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK RATIFYING THE LIST OF BILLS AND FINANCIALS FOR MAY, 2019.** Motion to approve by Commissioner Parrillo, seconded by Chair Williams and approved by unanimous consent.

2. **RESOLUTION #06-2019-18 OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK, APPROVING THE LIST OF BILLS AND FINANCIAL REPORT FOR JUNE, 2019.** Motion to approve by Commissioner Parrillo and Seconded by Chair Williams. Approved by unanimous consent.

3. **RESOLUTION #06-2019-19 OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK AMENDING AND ADOPTING THE EMPLOYEE HANDBOOK OF POLICIES AND PROCEDURES.**
There was full discussion led by Personnel Committee Chair Cagley. Committee Chair Cagley discussed all of the items that need to be adjusted as per the outcome of the committee meeting motion and Memo. Following discussion, motion to approve by Vice-Chair Cagley, seconded by Commissioner Parrillo.

ROLL CALL FOR RESOLUTION #06-2019-19:

Chair Williams	Yes
Vice-Chair Cagley	Yes
Commissioner Hollis	Yes
Commissioner Parrillo	Yes
Commissioner Oliver	Yes
Commissioner Lewis	ABSTAIN
Commissioner Allen	ABSENT

4. **RESOLUTION #06-2019-20 OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK, AUTHORIZING THE EXECUTIVE DIRECTOR TO ADVERTISE A BID FOR THE REMOVAL AND DISPOSAL OF HISTORIC FILL AT THE GREEN STEET MIXED USE PARKING FACILITY.** After discussion, motion to approve by Vice-Chair Cagley, seconded by Chair Williams and approved by unanimous consent.

5. **RESOLUTION #06-2019-21 OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH PSE&G TO COMPENSATE THE PARKING AUTHORITY FOR THE REMOVAL OF TEN (10) PARKING METER SPACES LOCATED ON UNIVERSITY AVENUE. Motion to approve by Chair Williams and seconded by Commissioner Cagley.**

DISCUSSION: The Executive Director explained to the Board what this Resolution is about. He indicated that there is attached to the Resolution a map describing where the spaces being referred to are located. Director advised that our Financial Advisor assisted in coming up with the present value of our meters. We have received the \$450,000.00 payment from PSE&G. General Counsel Crump explained that this Resolution is to permit us to accept this payment. After discussion, Resolution #06-2019-21 was approved by unanimous consent.

Chair Williams requested that the Board go into Executive Session. Executive session motion by Commissioner Oliver, seconded by Chair Williams and approved by unanimous consent. **Executive Session Resolution #06-2019-22.**

Upon completion of Executive Session, General Counsel noted for the record that the Board entered into executive session and that the Minutes of the Executive Session will be released when appropriate under the Open Public Meetings and the Open Public Records Act. No members of the public were present when the Executive Session commenced and no members of the Public were present upon return to the regular session. Motion to resume regular session by Commissioner Oliver, second by Commissioner Parrillo and approved by unanimous Consent.

Upon resuming the meeting, Vice-Chair Cagley reported that the Personnel Committee made recommendations based upon their prior meeting. Executive Director will receive six (6%) percent annual increase. Director of Enforcement will receive \$6,000.00 increase; Project Manager will

receive \$6,000.00 increase, Parking Enforcement Supervisors will receive a \$3.00 an hour increase, Sr. Executive Assistant will receive the two (2%) percent 2019 COLA. There was discussion concerning moving forward, placing supervisors on salary as opposed to hourly.

Following discussion of the recommendations of the Personnel Committee, motion to accept and approve the recommendations of the personnel committee by Commissioner Lewis, seconded by Commissioner Oliver and approved by unanimous consent.

General Counsel reported to the Board that a Notice of Claim for has been prepared and same will be placed on the website. This document will accommodate anyone wishing to file a claim against the Authority. General Counsel is also in the process of preparing a letter for the monthly parkers at the McCarter Highway site. This letter will specify the conditions of parking on that site.

Chair Williams briefed the Board on her trip to the IPI 2019 Conference. She reported on the work shops attended and referenced the Employee Management workshop in particularity. The Chairwoman suggested that we look into getting on some of the National committees. The Director indicated that he has been asked to work on some subcommittees.

There being no further business, the meeting was adjourned at 7:35 pm on motion of Vice-Chair Cagley, seconded by Commissioner Oliver and approved by unanimous consent.