

**Minutes from May 17, 2017 Meeting of the  
Board of Commissioners of the East Orange Parking Authority**

Chairman McKnight called the meeting to order at 6:09 pm. He also read the Sunshine Act-Law, and roll call was taken. The Commissioners present at the meeting were:

Chairman McKnight  
Vice-Chair Muhammad  
Commissioner Ceballos was absent  
Commissioner Owens  
Commissioner Robinson  
Commissioner Lasure

Tom Calu was present  
Kevin McManimon, Board Attorney was present

**Public Portion:**

No public portion

**Executive Session:**

No executive session

**Minutes:**

Commissioner Robinson made a motion to approve the April 2017 minutes with amendments, and was seconded by Vice-Chair Muhammad. All Commissioners in attendance voted in favor. The February 2017 minutes with amendments will be reviewed for approval at the June 2017 meeting because Commissioner Ceballos was not present at this meeting to vote and approve them.

**General Session:**

Chairman McKnight read the financial report for May 2017.

Vice-Chair Muhammad made a motion to approve the May 2017 bills, and was seconded by Commissioner Robinson. All Commissioners in attendance voted in favor.

Kevin McManimon informed the Board that he sent a letter to Evergreen Equities asking them to clarify the new Parking Authority office lease monthly rent amount, as it currently has two conflicting amounts.

Commissioner Owens made a motion to approve the 2015 Audit Corrective Action Plan, and was seconded by Commissioner Robinson. All Commissioners in attendance voted in favor, with the exception of Commissioner Lasure who abstained because he was not serving on the board in 2015.

Commissioner Robinson made a motion to approve the 2016 Audit Corrective Action Plan, and was seconded by Commissioner Owens. All Commissioners in attendance voted in favor, with the exception of Commissioner Lasure who abstained because he was not serving on the board in 2016.

Tom informed the Board that per City Councils request he and Chairman McKnight will meet with them on May 22, 2017 to update them on the Authority's overall progress. Chairman McKnight stated that he will discuss the invalid dismissal of overnight tickets issued by EOPA Officers, and the detrimental affect it has on the Authority's ability to hire additional staff for enforcement, implement changes, repairs and improvements, etc..

Tom introduced the option of scheduling split shifts for PEO's, to allow for adequate coverage during the day, and night.

Chairman McKnight suggested making one of the PEO's full time in the near future to allow for better coverage, and employment longevity. Chairman stated that the tentative staffing goal is to have 3 PEO's on during the day, and 3 PEO'S working at night.

Chairman told the board that Tasha ordered new uniforms for the Enforcement Officers that are more up to date, vibrant, and visible. Which may result in higher meter parking compliance.

Vice-Chair Muhammad made a motion to remove Michael Harris as a signer on account 810 293 1195, that Commissioner Lasure be elected as EOPA Treasurer, and added as a signer on the Authority PNC Bank Account 810 293 1195, and was seconded by Commissioner Owens. All Commissioners in attendance voted in favor.

Tom informed the Board that we have yet to receive the \$10,000 check from the developer for their contribution for the Parking Study.

Tom informed the Board that the East Orange Housing Authority is interested in purchasing EOPA Lot 2D next to Auto Zone.

**Adjournment:**

At 6:55pm Commissioner Robinson made a motion to adjourn the meeting, and was seconded by Commissioner Lasure. All Commissioners in attendance voted in favor.

The meeting was adjourned at 6:55pm.