

**Minutes from November 16, 2016 Meeting of the
Board of Commissioners of the East Orange Parking Authority**

Chairman McKnight called the meeting to order at 6:10 pm. He also read the Sunshine Act-Law, and roll call was taken. The Commissioners present at the meeting were:

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

Tom Calu participated via conference call.
Kevin McManimon, Board Attorney was absent

Public Portion:

No public portion

Executive Session:

No Executive Session

Minutes:

Commissioner Robinson made a motion to approve the September 2016, and October 2016 minutes, and was seconded by Commissioner Harris. All commissioners in attendance voted in favor.

General Session:

Commissioner Harris read the financial report for October 2016.

Chairman McKnight informed the Board that the new pay stations have been installed at City Hall, and the Library.

Commissioner Ceballos made a motion to pay the November 2016 bills, and was seconded by Commissioner Robinson. All Commissioners in attendance voted in favor.

Commissioner Harris requested that updates be included on the agenda.

Commissioner Ceballos made a motion to allow 2hr free holiday parking at meters on Central Avenue, Main Street area, Lot 2D (Auto Zone), and Lot 2A from December 10, 2016 until January 3, 2017, and was seconded by Commissioner Harris. All commissioners in attendance voted in favor.

Tom informed the board that the main purpose of the Desmand Associates parking feasibility study for the parking deck the city would like to build is to itemize the demand for parking by the various categories of users, i. e. City Hall visitors, City Hall employees, etc, and project what the parking rates need to be in order for the garage to pay for itself. What the break even point is. Tom stated that the authority will not enter into this without substantial backing that it is feasible to do so.

Tom informed the board that the authority would be managing, maintaining, and securing the garage 24/7, and that 2 staff members would be needed at night.

Commissioner Robinson made a motion to approve Resolution No. 14 of 2016 to have Desman and Associates do an analysis feasibility study for the parking structure proposal for development, and was seconded by Commissioner Ceballos. All Commissioners in attendance voted in favor.

Commissioner Ceballos made a motion to approve Resolution No. 12 of 2016, the Adoption of the 2015 budget, and was seconded by Commissioner Harris. All commissioners in attendance voted in favor.

Commissioner Harris made a motion to approve Resolution No. 13 of 2016, the Adoption of the 2016 budget, and was seconded by Commissioner Ceballos. All Commissioners in attendance voted in favor.

Tom informed the Board that he and Tasha would like to remove 50 housings and meters from the Auto Zone lot, and install them in new areas, starting with Halsted Place.

All Commissioners in attendance agreed to give \$75.00 employee Holiday Appreciation Gift Cards to all PEO, Maintenance and Office personnel, and \$100.00 gift cards each to Tom and Tasha.

Commissioners agreed to table the Evergreen Equities lease renewal discussion until the December meeting.

Adjournment:

At 7:50pm Commissioner Harris made a motion to adjourn the meeting, and was seconded by Commissioner Robinson. All Commissioners in attendance voted in favor.

The meeting was adjourned at 7:50pm.