

**Minutes from February 14, 2017 Meeting of the  
Board of Commissioners of the East Orange Parking Authority**

Chairman McKnight called the meeting to order at 6:25 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  
Commissioner Owens was absent  
Commissioner Robinson was absent  
Commissioner Harris

Tom Calu was present  
Kevin McManimon, Board Attorney was present

**Public Portion:**

No public portion

**Executive Session:**

No executive session this meeting.

**Minutes:**

Commissioner Ceballos made a motion to approve the January 2017 minutes and was seconded by Vice-Chair Muhammad. All Commissioners in attendance voted in favor.

**General Session:**

Commissioner Harris read the financial report for January 2017.

Commissioners discussed the Authority Bank Accounts, and would like to move some of the General Account funds to the Money Market Account, and keep just enough in the General Account to cover monthly expenses. The Board would also like to change the name of the Government Checking Account to something along the lines of "Credit Card Transaction Account."

Commissioner Ceballos made a motion to pay the February 2017 bills, and was seconded by Commissioner Harris. All Commissioners in attendance voted in favor.

Tom informed the Board that he drafted a letter that will be sent to Evergreen Equities letting them know that we will be increasing their lease for Lot 2A \$39,000 annually to \$51,500 annually, giving them until April 15th to respond.

Tom informed the Board that 50 plus Meters have been replaced with refurbished meters at the new rate of \$0.25c per 15 minutes with the exception of about 7 that were difficult to remove. Those meters have been sprayed with oil in hopes that it will enable us to remove them. We will continue to replace meters throughout the entire city with refurbished meters.

Tom informed the Board that we are still waiting for the long overdue \$10,000 check from the city's designated redeveloper in order to contract for the parking study. Tom further explained that he rejected the city's suggestion that the Authority commence the study while awaiting the \$10,000.

Tom informed the Board that he plans to meet with Park Mobile to discuss Pay by Phone, and have them come to the April meeting to do a presentation.

Chairman McKnight would like to have the EOPA Accountant come to the March Board meeting to discuss what plans and changes are within our budget.

Chairman McKnight informed the Board that we have new signs for the lots that are more informative. They now include our website, and phone number.

Commissioner Harris asked for an update on the appraisals. Tom informed the Board that he will be meeting with Valerie Jackson next week to see if the City can assist us in marketing the lots we plan to sell.

To conclude a discussion about employee performance evaluations in general, Tom Calu recommended, and Chairman McKnight concurred, that

individual performance reviews do not rise to the level of requiring board review and approval; there were no objections.

**Adjournment:**

At 7:45pm Commissioner Ceballos made a motion to adjourn the meeting, and was seconded by Vice-Chair Muhammad. All Commissioners in attendance voted in favor.

The meeting was adjourned at 7:45pm.