

**Minutes from the November 20, 2019 Meeting of the
Board of Commissioners of the East Orange Parking Authority**

Chairman McKnight called the meeting to order at 6:07pm. 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 Lasure was absent
Commissioner Owens Left at 6:35 pm
Commissioner Robinson arrived at 6:10 pm

Kevin McManimon, Board Attorney was present.

Public Portion:

No public portion

Minutes:

Vice-Chair Muhammad made a motion to approve the August 2019 board meeting minutes and was seconded by Commissioner Owens. All Commissioners in attendance voted in favor except Commissioner Robinson who had not yet arrived .

Vice-Chair Muhammad made a motion to approve the September 2019 board meeting minutes and was seconded by Commissioner Owens. All Commissioners in attendance voted in favor except Commissioner Robinson who had not yet arrived .

Commissioner Owens made a motion to approve the October 2019 Special Meeting minutes and was seconded by Commissioner Robinson. All Commissioners in attendance voted in favor except Vice-Chair Muhammad who did not attend the meeting.

Executive Session: No Executive Session

General Session:

Commissioner Owens made a motion to pay the November 2019 bills and was seconded by Vice-Chair Muhammad. All commissioners in attendance voted in favor.

Chairman McKnight read the financial report.

Chairman McKnight informed the board that Kevin is working on the job description specifications for the executive director position. The board would like stipulations to be included in the MOU as it relates to the hiring of an executive director.

Commissioner Robinson made a motion to approve the introduction of the 2020 Budget to the state and was seconded by Commissioner Owens. All Commissioners in attendance voted in favor.

The Board would like to check the reviews of Crossroads prior to awarding them the Lot 1E 147 S. Harrison Street repair contract.

The Board did not agree to the owners of Extra Supermarket's Lot 2C Lease renewal counter proposal. They will have Kevin contact the owners with a revised agreement.

The Board agreed to cover the meters for holiday parking in the business district only from December 12, 2019 to January 2, 2020.

The Board decided to table the Lot 2H probation lease renewal review until the December meeting.

Chairman McKnight informed the Board that the Main Street Redevelopment project is set to begin sometime in March of 2020 and is expected to last about four to six months.

Chairman McKnight informed the Board that landscaping of the Library Lot is expected to be done sometime in spring of 2020.

Chairman McKnight stated that the online street permit process is expected to be live on December 15, 2019.

Adjournment:

At 7:30 pm Vice-Chair Muhammad made a motion to adjourn the meeting, and was seconded by Commissioner Robinson. All Commissioners in attendance voted in favor except Commissioner Owens who was not present at the time of the vote.

The meeting was adjourned at 7:30 pm.