

A REGULAR MEETING OF THE PARKING AUTHORITY OF THE CITY OF PASSAIC WAS HELD ON JUNE 22, 2016 AT 7:00 P.M. IN THE COUNCIL CHAMBERS.

Amada D. Curling, Secretary read the following notice into record

IN ACCORDANCE WITH CHAPTER 231 PUBLIC LAWS OF 1975, ADEQUATE NOTICE OF THIS MEETING WAS PROVIDED BY RESOLUTION OF THE PASSAIC PARKING AUTHORITY ADOPTED ON JULY 8, 2015 SETTING FORTH A SCHEDULE OF REGULAR MEETINGS FOR THE YEAR 2015-2016 WHICH WAS PUBLISHED IN THE HERALD NEWS AND PLACED ON THE CITY HALL BULLETIN BOARD BY THE OFFICE OF THE CITY CLERK.

PRESENT: COMMISSIONER(S), BUCKSTEIN, BALBI, PEREZ VICE CHAIRMAN SHPILSKY, AND CHAIRMAN RITZ

ABSENT: ALLEN AND KEIFFER

ALSO PRESENT: Ted Evans, Director, Vidya Nayak, Parking Authority, CFO, Doris Dudek, Purchasing Agent, Phil George, Esq. for the firm Eric M. Bernstein & Associates, L.L.C. Parking Authority Counsel

PLEDGE OF ALLEGIANCE

Chairman Ritz on the Chair

MINUTES

The minutes of May 18, 2016 were accepted as engrossed. All voting "AYE" as the roll was called.

HEARING OF CITIZENS

Chairman Ritz opened the public portion of the meeting.

Jaroslav Jackiw 266 Lafayette, concerns regarding a list with acquired parking authority properties including parking lots. Also he requested consideration to open the parking permits to the public.

Joe Conoscienti, 170 Broadway, and Passaic, NJ: discussed concerns regarding various areas in the city where parking meters are missing and the lack of supervision on parking metered areas as Armory Park where people park and do not pay.

After ample time given and no one else from the audience responding, on a motion by Commissioner Perez and seconded by Commissioner Balbi .the Board close the public portion. All members voting "AYE" as the roll was called.

ROLL CALL

AYE: COMMISSIONER(S), BUCKSTEIN, BALBI, PEREZ VICE CHAIRMAN SHPILSKY, AND CHAIRMAN RITZ

ABSENT: ALLEN AND KEIFFER

RESOLUTIONS

THE FOLLOWING RESOLUTION WAS TAKEN OFF THE AGENDA:

RESOLUTION AUTHORIZING CLOSED EXECUTIVE SESSION OF THE PASSAIC PARKING AUTHORITY ON JUNE 22, 2016 AT 7:00 P.M. OR ANYTIME THEREAFTER TO DISCUSS PENDING LITIGATION; CONTRACT NEGOTIATIONS AND PERSONNEL MATTER.

ROLL CALL

AYE: COMMISSIONER(S), BUCKSTEIN, BALBI, PEREZ VICE CHAIRMAN SHPILSKY, AND CHAIRMAN RITZ

ABSENT: ALLEN AND KEIFFER

On a motion by Commissioner Perez and seconded by Vice Chair Shpilsky the following RESOLUTION WAS ADOPTED, all members voting "AYE" as the roll was called.

**PARKING AUTHORITY OF THE CITY OF PASSAIC
RESOLUTION NO. PA 16-06-005**

**RESOLUTION AUTHORIZING THE PASSAIC PARKING AUTHORITY TO REVERT
TO A CALENDAR FISCAL YEAR FROM A STATE FISCAL YEAR**

WHEREAS, the Passaic Parking Authority currently operates under a State Fiscal Year pursuant to N.J.S.A. 40A:4-3.1; and,

WHEREAS, the Board of Commissioners has considered the matter of reverting to a Calendar Fiscal Year and has found that the reversion is in the best interest of the Authority;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Passaic Parking Authority that pursuant to N.J.S.A. 40A:4-3.1, that the Passaic Parking Authority shall commence its first full year operating on a Calendar Fiscal Year beginning with Calendar Year 2017.

ROLL CALL

AYE: COMMISSIONER(S), BUCKSTEIN, BALBI, PEREZ VICE CHAIRMAN SHPILSKY, AND CHAIRMAN RITZ

ABSENT: ALLEN AND KEIFFER

On a motion by Chairman Ritz and seconded by Commissioner Perez the following RESOLUTION WAS ADOPTED, all members voting "AYE" as the roll was called.

**PARKING AUTHORITY OF THE CITY OF PASSAIC
RESOLUTION NO. PA 16-06-006**

RESOLUTION TRANSITION YEAR 2016 DELAYED BUDGET INTRODUCTION

RE: Transition Year 2016 Delayed Budget Introduction

WHEREAS, the Passaic Parking Authority (the "Authority") is required to prepare an operating and capital budget on an annual basis; and

WHEREAS, pursuant to N.J.A.C. 5:31-2.3 said budget is required to be introduced no later than 60 days prior to the commencement of the Authority's fiscal year; and

WHEREAS, the Authority prepared its Transition Year 2016 Budget and introduced said budget on the 22nd day of June, 2016; and

WHEREAS, the introduction of the Authority's budget was delayed; and

WHEREAS, the Division of Local Government Services requires that the Authority set forth the reason(s) for any delay in the required budget introduction.

NOW, THEREFORE, BE IT RESOLVED in accordance with the requirements of the Division that the record show that the Authority delayed the introduction of the Transition Year 2016 Budget for the following reason:

1. The Authority delayed the introduction of the Budget pending the decision of the Authority to revert to a calendar fiscal year from a state fiscal year

ROLL CALL

AYE: COMMISSIONER(S), BUCKSTEIN, BALBI, PEREZ VICE CHAIRMAN SHPILSKY, AND CHAIRMAN RITZ

ABSENT: ALLEN AND KEIFFER

On a motion by Commissioner Perez and seconded by Commissioner Balbi the following RESOLUTION WAS ADOPTED, all members voting "AYE" as the roll was called.

**PARKING AUTHORITY OF THE CITY OF PASSAIC
RESOLUTION NO.PA 16-06-007**

RESOLUTION TRANSITION YEAR 2016 TEMPORARY BUDGET

RE: Transition Year 2016 Temporary Budget

WHEREAS, N.J.A.C. 5:31-2.5 provides that where any contracts, commitments or payments are required to be made prior to the adoption of the budget, temporary appropriations should be made to provide for the period between the beginning of the fiscal year and the adoption of the budget; and

WHEREAS, it is anticipated that the budget will be approved by the Division of Local Government Services; and adopted no later than September 30, 2016; and

WHEREAS, the temporary appropriations adopted pursuant to this chapter do not exceed the total of appropriations made for all purposes in the budget for the 2016 fiscal year exclusive of all interest and debt redemption charges maturing subsequent to the end of the fiscal year and prior to the date of adoption of the budget; and

WHEREAS, the temporary appropriation in this resolution is less than the total appropriation for the preceding fiscal year,

NOW, THEREFORE, BE IT RESOLVED, that the following temporary appropriations be made for the 2016 transition year:

Administration:

Salaries and Wages	\$9,200
Other Expenses	<u>4,800</u>
Total Administration	<u>14,000</u>

Cost of Providing Services:

Other Expenses	<u>176,000</u>
Total Cost of Providing Services	<u>176,000</u>

Total Operating Appropriations \$190,000

ROLL CALL

AYE: COMMISSIONER(S), BUCKSTEIN, BALBI, PEREZ VICE CHAIRMAN SHPILSKY, AND CHAIRMAN RITZ

ABSENT: ALLEN AND KEIFFER

On a motion by Chairman Ritz and seconded by Vice Chair Shpilsky the following RESOLUTION WAS ADOPTED, all members voting "AYE" as the roll was called.

PARKING AUTHORITY OF THE CITY OF PASSAIC

RESOLUTION NO. PA 16-06-008

**RESOLUTION AUTHORIZING THE TRANSITION YEAR 2016 CITY OF PASSAIC
PARKING AUTHORITY BUDGET TO BE READ BY *TITLE ONLY***

WHEREAS, the Local Budget Law (N.J.S.A. 40A:4-5) allows the municipal budget at a public meeting of the Parking Authority to be read by title only.

NOW, THEREFORE, BE IT RESOLVED by the Parking Authority of the City of Passaic, with not less than a majority of the full membership concurring, that the Transition year 2016 municipal budget of the City of Passaic Parking Authority shall be read by its title only; and

BE IT FURTHER RESOLVED that three certified copies of the budget, once approved, shall be transmitted to the Director of the Division of Local Government Services, three days after approval.

BE IT FURTHER RESOLVED that the budget shall be advertised in accordance with N.J.S.A. 40A:4-6 and a public hearing held prior to approval in accordance with N.J.S.A. 40A:4-8.

ROLL CALL

AYE: COMMISSIONER(S), BUCKSTEIN, BALBI, PEREZ VICE CHAIRMAN SHPILSKY, AND CHAIRMAN RITZ

ABSENT: ALLEN AND KEIFFER

On a motion by Chairman Ritz and seconded by Commissioner Perez the following RESOLUTION WAS ADOPTED, all members voting "AYE" as the roll was called.

PARKING AUTHORITY OF THE CITY OF PASSAIC

RESOLUTION NO. PA 16-06-009

RESOLUTION RE: INTRODUCTION OF THE PARKING AUTHORITY BUDGET TY 2016.

TY 2016 AUTHORITY BUDGET RESOLUTION

Passaic Parking Authority
(Parking Authority)

TRANSITION YEAR: FROM: July 1, 2016 TO: December 31, 2016

WHEREAS, the Annual Budget and Capital Budget for the Passaic Parking Authority for the transition year beginning, July1, 2016 and ending, December 31, 2016 has been presented before the governing body of the Passaic Parking Authority at its open public meeting of June 22, 2016; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$610,000 , Total Appropriations, including any Accumulated Deficit if any, of \$730,000 and Total Unrestricted Net Position utilized of \$120,000; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$2,000,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$-0-; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Passaic Parking Authority, at an open public meeting held on June 22, 2016 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Passaic Parking Authority for the transition year beginning, July 1, 2016 and ending, December 31, 2016 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Passaic Parking Authority will consider the Annual Budget and Capital Budget/Program for adoption on July 20, 2016.

ROLL CALL

AYE: COMMISSIONER(S), BUCKSTEIN, BALBI, PEREZ VICE CHAIRMAN SHPILSKY, AND CHAIRMAN RITZ

ABSENT: ALLEN AND KEIFFER

On a motion by Chairman Ritz and seconded by Vice Chair Shpilsky the following RESOLUTION WAS ADOPTED, all members voting "AYE" as the roll was called.

**PARKING AUTHORITY OF THE CITY OF PASSAIC
RESOLUTION NO.PA 16-06-010**

**RESOLUTION AWARDDING CONTRACT FOR AUDITING SERVICES AND
FINANCIAL ADVISORY SERVICES PARKING AUTHORITY**

WHEREAS, proposals were received by the Director of Purchasing on Thursday, May 26, 2016 for Auditing Services and Financial Advisory Services; and

WHEREAS, the proposals were solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq; and

WHEREAS, a proposal was received from the attached list; and

WHEREAS, in addition to the attached, specifications were downloaded from the City of Passaic's website from the following vendors, none of whom submitted proposals:

Prime Vendor	Deltek	Prime Vendor	Rockfleet Financial Services
Wilmington, NC	Herndon, VA	Wilmington, NC	Asbury Park, NJ

Powell Capital Markets
Roseland, NJ

WHEREAS, it is the recommendation of the Evaluation Committee that the contract for Auditing Services and Financial Advisory Services be awarded to Lerch, Vinci & Higgins, Fairlawn, NJ in the amount of \$ 5,000.00 for the Annual Audit of the Passaic Parking Authority Financial Statements and \$ 1,200.00 for Budget Preparation Services and other financial services to be compensated at the rates contained in the attached fee schedule for the period July 1, 2016 through December 31, 2016.

NOW THEREFORE BE IT RESOLVED by the members of the Board for Passaic Parking Authority that the contract for Auditing Services and Financial Advisory Services be awarded to Lerch, Vinci & Higgins, Fairlawn, NJ in the amount of \$ 5,000.00 for the Annual Audit of the Passaic Parking Authority Financial Statements and \$ 1,200.00 for Budget Preparation Services and other financial services to be compensated at the rates contained in the attached fee schedule for the period July 1, 2016 through December 31, 2016.

BE IT FURTHER RESOLVED that the Chairman of the Parking Authority and Board Secretary are authorized to execute a contract for Auditing and Financial Advisory Services with Lerch, Vinci & Higgins, Fairlawn, NJ.

CERTIFICATION OF FUNDS

Funds for the above are available contingent upon the Governing Body approving TY 17 budget - Account # P-19-55-626-002-021.

ROLL CALL

AYE: COMMISSIONER(S), BUCKSTEIN, BALBI, PEREZ VICE CHAIRMAN SHPILSKY, AND CHAIRMAN RITZ

ABSENT: ALLEN AND KEIFFER

On a motion by Vice Chair Shpilsky and seconded by Balbi the following RESOLUTION WAS ADOPTED, all members voting "AYE" as the roll was called.

**PARKING AUTHORITY OF THE CITY OF PASSAIC
RESOLUTION NO. PA 16-06-011**

**RESOLUTION AWARDDING CONTRACT FOR LEGAL COUNSEL PARKING
AUTHORITY**

WHEREAS, proposals were received by the Director of Purchasing on Thursday, May 26, 2016 for Legal Counsel – Parking Authority of the City of Passaic; and

WHEREAS, the proposals were solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq; and

WHEREAS, proposals were received from the attached list of vendors; and

WHEREAS, in addition to the attached, specifications were downloaded from the City of Passaic's website from the following vendors, none of whom submitted proposals:

Prime Vendor	McManimon, Scotland & Baumann, LLC
	Wilmington, NCRoseland, NJ

WHEREAS, it is the recommendation of the Evaluation Committee that the contract for Legal Counsel-Parking Authority of the City of Passaic be awarded to Eric M. Bernstein & Associates Warren, NJ for legal services at \$120.00/hour in an amount not to exceed \$ 3,750.00 for the period July 1, 2016 through December 31, 2016.

NOW THEREFORE BE IT RESOLVED by the City of Passaic Parking Authority that the contract for Legal Counsel be awarded to Eric M. Bernstein & Associates Warren, NJ for legal services at \$120.00/hour in an amount not to exceed \$ 3,750.00 for the period July 1, 2016 through December 31, 2016.

BE IT FURTHER RESOLVED that Chairman of the Parking Authority and Board Secretary are authorized to execute a contract for Legal Counsel with Eric M. Bernstein & Associates Warren, NJ

CERTIFICATION OF FUNDS

Funds for the above are available contingent upon the Governing Body approving TY 17 budget - Acct. # P-19-55-626-002-021.

ROLL CALL

AYE: COMMISSIONER(S), BUCKSTEIN, BALBI, PEREZ VICE CHAIRMAN SHPILSKY, AND CHAIRMAN RITZ

ABSENT: ALLEN AND KEIFFER

On a motion by Chairman Ritz and seconded by Vice Chair Shpilsky, the bill list were approved and engrossed. All members voting "Aye" as the roll was called.

June 21, 2016
02:44 PM

CITY OF PASSAIC
Purchase Order Listing By Budget Account

Page No: 1

P.O. Type: All Print Alpha, Revenue, & G/L Accounts: N Open: N Void: N Paid: N
 Format: Detail without Line Item Notes Held: N Aprv: Y Rcvd: N
 Range: P-19-55-626-000-021 to P-19-55-626-000-021 Bid: Y State: Y Other: Y Exempt: Y
 Rcvd Batch Id Range: First to Last Encumbrance Date Range: First to 06/30/16 Include Non-Budgeted: Y
 Subtotal CAFR: No Subtotal Department: Yes Subtotal Extd: No

Account	Description	Item Description	Amount	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	PO Type
Fund: Valley National Parking Authority									
Department: Park Auth 2016									
P-19-55-626-000-021 Park Auth 16 General Expenses									
P6-00039	1 36820	NEW JERSEY PLANNING OFFICIALS	2015 LEAGUE CONF. REGISTRATION	70.00	A	05/06/16	06/22/16	46926	
P6-00039	2 36820	NEW JERSEY PLANNING OFFICIALS	2015 LEAGUE CONF. REGISTRATION	70.00	A	05/06/16	06/22/16	46926	
P6-00042	1 PA-AT&T	AT&T Mobility	BILLING CYCLE 4/23/16-5/22/16	111.37	A	06/02/16	06/22/16	287244244119	
				251.37					
		Department Total: Park Auth 2016		251.37					
		Fund Total: Valley National Parking Authority		251.37					
		Year Total:		251.37					
<hr/>									
Total Charged Lines:	3	Total List Amount:	251.37	Total Void Amount:	0.00				

ROLL CALL

AYE: COMMISSIONER(S), BUCKSTEIN, BALBI, PEREZ VICE CHAIRMAN SHPILSKY, AND CHAIRMAN RITZ

ABSENT: ALLEN AND KEIFFER

CFO Report: Vidya Nayak, submitted the Parking Authority monthly revenues report

ADJOURNMENT

There being no further business to come before the Board, on a motion by Chairman Ritz and seconded by Commissioner Balbi, the meeting was adjourned all members voting "AYES" as the roll was called.

ATTEST:

APPROVED:

Amada D. Curling, Secretary

Daniel Ritz, Chairman

