

**MINUTES OF THE REGULAR MEETING OF THE PARKING AUTHORITY OF
THE TOWN OF MORRISTOWN, HELD TUESDAY, SEPTEMBER 21, 2010, AT
THE OFFICES OF THE PARKING AUTHORITY, 14 MAPLE AVENUE, SUITE 101,
MORRISTOWN, NEW JERSEY, AT 7:00 P.M. PREVAILING TIME**

The meeting was called to order by Vice Chairperson Brady, who then announced that "Notice of this meeting was provided in accordance with a Resolution adopted by the Board of Commissioners of the Parking Authority of the Town of Morristown, New Jersey at the Reorganization Meeting on January 5, 2010, setting forth the time, date and location of each meeting. A copy of the Resolution was distributed to The Daily Record and The Star Ledger, filed with the Executive Director of the Parking Authority, posted on the Bulletin Board at the Parking Authority Office building and mailed to any person who has requested and prepaid the established fee for such mailing".

Present - Commissioners Brady, Elms, Giosa, Lucia.

Also Present- George Fiore, Executive Director, Patrick W. Geary, Operations Manager, Gerard Giosa, Parking Authority Parking Consultant, Robert S. Goldsmith, Esq., Parking Authority Counsel.

Absent - Commissioner Garibian, Chairperson Gervasio.

At this point, the Executive Director presented the Minutes of the September 7, 2010, Regular Meeting. On motion of Commissioner Lucia, seconded by Commissioner Elms, the Minutes were approved.

The following communications were presented for the record:

Under date of August 26, 2010

To: Mr. Patrick Geary
From: David Quigley

Correspondence advising that USI Security Services, Inc. is willing to extend their current contract and pricing an additional year until December 31, 2011. The Executive Director noted that he was satisfied with the services offered by USI Security Services, Inc. He recognized that there were concerns that were addressed but in the broader picture many security firms underperform and therefore recommended what is permissible, an extension of the services for an additional year. In response to Commissioner Elms inquiry, Mr. Fiore and Mr. Geary informed that the contract is in the range of \$60,000 per year and services are provided seven (7) days per week. The Board of Commissioners had determined that with the expansion of the parking system and increase in service to residential parkers, additional security services were in the interest of the public and the Parking Authority. On motion of Commissioner Lucia, seconded by Commissioner Brady, the letter was accepted for file. Under date of September 7, 2010
To: George Fiore, Executive Director
From: Stuart M. Cohen

Correspondence confirming Mr. Stuart Cohen's request to transfer the lease for the office at 10 Pine Street, Suite 103 from Mr. William A. Cohen to Mr. Stuart M. Cohen. The Executive Director noted that William Cohen has been a long-standing tenant, whose tenancy even preceded the Parking Authority's acquisition of 10 Pine Street. The Executive Director recommended that the assignment be authorized but also noted that William Cohen would remain an obligor under the lease although his son is also a psychologist and has been a tenant with his father for a substantial period of time. Mr. Goldsmith explained that in order to comply with our agreement with Mr. Shabsis, the decision was made to retain Mr. William Cohen as an obligor and therefore no notice would be required under the Shabsis agreement. On motion of Commissioner Lucia, seconded by Commissioner Elms, the assignment was authorized on the following vote and the letter was accepted for file.

Ayes - Commissioners Brady, Elms, Lucia.

Nays - None.

Absent - Commissioner Garibian, Chairperson Gervasio.

Under date of September 8, 2010

To: George Fiore, Executive Director

From: Kristen E. Wedderburn

Correspondence providing copies of the Parking Ordinance and Resolution which will be on the September 14, 2010 Agenda of the Town of Morristown Regular Meeting of the Town Council, as per Michael Rogers. The Executive Director gave an extensive report on the meetings and implementation of the residential parking program. Vice Chairperson Brady gave some background and history on the parking ordinance and noted that enforcement had been the issue over the years. Mr. Fiore also noted that he was advised at a meeting on September 21, 2010 by the Business Administrator, Michael Rogers, that there were some open issue as to the re-payment mechanism to the Parking Authority for the cost incurred and that this would need to be addressed. Mr. Fiore further noted that the anticipated cost was in the range of \$50,000 per year to the Parking Authority. On motion of Commissioner Lucia, seconded by Commissioner Brady, the letter was accepted for file.

Under date of September 10, 2010

To: Karen VanDerhoof

From: George Fiore, Executive Director

Correspondence asking whether Ms. VanDerhoof has had the opportunity to review the Parking License Agreement and what she anticipates the timing of the CCM to be. On motion of Commissioner Lucia, seconded by Commissioner Brady, the letter was accepted for file.

Under date of September 13, 2010

To: George Fiore, Executive Director

From: Karen VanDerhoof

Correspondence advising that Ms. VanDerhoof has reviewed the agreement and since the County advises that the space will not be available until June she is requesting a modification to the start of the agreement from January to June. On motion of Commissioner Lucia, seconded by Commissioner Brady, the letter was accepted for file.

Under date of September 14, 2010

To: Karen VanDerhoof

From: George Fiore, Executive Director

Correspondence advising Ms. VanDerhoff that the commencement date of the agreement will be June 1, 2011. On motion of Commissioner Lucia, seconded by Commissioner Brady, the letter was accepted for file.

Under date of September 13, 2010

To: Morristown Parking Authority

From: Eugene Huang, Esq.

Correspondence providing Notice of Hearing to Property Owners for property situate Block 6102, Lot 4, known as 1 Miller Road, Morristown, New Jersey that on September 23, 2010, at 7:30 P.M., the Planning Board will hold a public hearing to consider the application of the Joint Free Public Library of Morristown, Morris Township to add an above-ground transformer to the property. On motion of Commissioner Lucia, seconded by Commissioner Brady, the letter was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented to the Board the August 2010 Monthly Enforcement Report. The Executive Director explained that the Financial Reports will be provided in October and the preparation was pending the return of Melissa who had recently had surgery and Anna who had a long-scheduled vacation. Mr. Fiore noted that the reduced in the office consisted of Beth and Lorraine as well as the managers and noted that he was pleased with the efforts of staff given the depletion in their ranks. On motion of Commissioner Lucia, seconded by Commissioner Brady, the report was accepted for file.

At this point, under the Report portion of the meeting, the Mr. Fiore and Mr. Giosa presented to the Board the Parking Consultant's Annual Report as prepared by Level G Associates, dated August 2010. Mr. Giosa advised that the Parking Authority is moving into a new mode with debt service increasing up to \$2.4 million for more than fifteen (15) years. He noted that the Parking Authority is anticipating growing into its revenues but also consistent with planning the Parking Authority has used its surplus carryover to meet the 115% debt service coverage requirement. Mr. Giosa anticipated that this would continue into the next few years as planned. Mr. Giosa complemented Mr. Fiore on excellent financial management and advised the Board that he and Mr. Fiore consult regularly to ensure the appropriate allocation of revenues and financing. On motion of Commissioner Lucia, seconded by Commissioner Elms, the report was accepted for file.

At this point, under the Old Business portion of the meeting, the Executive Director advised that the Parking Authority would be purchasing the enforcement vehicle for the amount of \$17,000 from Maple Crest Ford in Mendham. The vehicle will probably be available within two (2) weeks. He further advised the Board that the earlier quote from Warnock of \$15,600 was based on the wrong vehicle and was therefore in error.

At this point, under the Old Business portion of the meeting, the Executive Director updated the Board on the Lot 10J parking lot improvements. He noted that they had been finished last Saturday and with the concurrence of Mr. Giosa suggested that he felt that the life of the facility had been extended for an additional three (3) to five (5) years.

At this point, under the New Business portion of the meeting, the Administration recommended the hiring of Wade Chan as a Morristown Parking Authority Enforcement Officer for the residential parking program at a starting salary of \$27,040.00. On motion of Commissioner Brady, seconded by Commissioner Lucia, the hiring was authorized on the following vote:

Ayes - Commissioners Brady, Elms, Lucia.

Nays - None.

Absent - Commissioner Garibian, Chairperson Gervasio.

There was no Executive Session.

The following Resolutions were presented for the record:

Resolution No. 67-2010 - Resolution Authorizing Execution of an Extension of the Security Services Agreement between the Parking Authority of the Town of Morristown and USI Security, Inc. On motion of Commissioner Lucia, seconded by Commissioner Brady, the Resolution was adopted on the following vote:

Ayes - Commissioners Brady, Elms, Lucia.

Nays - None.

Absent - Commissioner Garibian, Chairperson Gervasio.

Resolution No. 68-2010 - Resolution of the Parking Authority of the Town of Morristown Directing Application be made to the Local Finance Board Pursuant to N.J.S.A. 40A:5A-6. On motion of Commissioner Lucia, seconded by Commissioner Brady, the Resolution was adopted on the following vote:

Ayes - Commissioners Brady, Elms, Lucia.

Nays - None.

Absent - Commissioner Garibian, Chairperson Gervasio.

Resolution No. 69-2010 - Resolution Authorizing Payment of Bills from the Operating Fund. On motion of Commissioner Lucia, seconded by Commissioner Brady, the Resolution was adopted on the following vote:

Ayes - Commissioners Brady, Elms, Lucia.

Nays - None.

Absent - None.

Absent - Commissioner Garibian, Chairperson Gervasio.

Resolution No. 70-2010 - Resolution Authorizing Payment of Bills from the Parking Authority of the Town of Morristown Improvement Fund Checking Account. On motion of Commissioner Lucia, seconded by Commissioner Brady, the Resolution was adopted on the following vote:

Ayes - Commissioners Brady, Elms, Lucia.

Nays - None.

Absent - Commissioner Garibian, Chairperson Gervasio.

At this point, Mr. Fiore, prior to adjournment advised the Board that he had convened a team of himself, Mr. Geary, Mr. Deal, Mr. Giosa, Mr. Montanino and Mr. Goldsmith to examine protocols and procedures to establish an appropriate balance between risk and benefit and to recommend to the Board certain policies and programs to be implemented to improve the reality and perception of the Parking Authority's cash handling procedures. Mr. Fiore advised that a report was in process and certain expenses would be recommended to implement the security parking protocol.

There being no further business to be transacted, on motion of Commissioner Lucia, the meeting was held adjourned.

George Fiore, Executive Director

Anthony Lucia, Secretary

Prepared By: Robert S. Goldsmith, Esq.