

MINUTES OF THE REGULAR MEETING OF THE PARKING AUTHORITY OF THE TOWN OF MORRISTOWN, HELD TUESDAY, JUNE 21, 2016 AT THE OFFICES OF THE PARKING AUTHORITY, 14 MAPLE AVENUE, SUITE 101, MORRISTOWN, NEW JERSEY, AT 6:00 P.M. PREVAILING TIME

The meeting was called to order by Chairperson Tighe, 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 6, 2016 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, Gervasio, Lucia, Stamato and Chairperson Tighe

Also Present: Mark Axelrod, Assistant Director, Michael Fabrizio, Interim Director, Gregory Deal, Robert S. Goldsmith, Esq., Gerard Giosa, Patrick Geary, former Operations Manager, Vincent Montanino, Phyllis Fiore, Alexandra Fiore, Victoria Fiore, Brian Frankowski, Matthew Kenny

Absent: None

At this point, The Executive Director presented the Minutes of the May 10, 2016 Regular Meeting for approval. On motion of Commissioner Lucia, seconded by Commissioner Brady, the Minutes were approved.

There were no Public Comments.

There was no Mayor’s Report.

There was no Town Council Liaison’s Report.

The following communications were presented for the record:

Under date of May 31, 2016

To: George Fiore, Executive Director
From: Vincent Montanino

Letter enclosing twenty three copies of Report on Examination of Financial Statements for the year ended December 31, 2015. Also enclosed are three copies of the Synopsis of Audit. On motion of Commissioner Stamato, seconded by Chairperson Tighe, the letter was accepted for file.

Under date of May 26, 2016

To: Daily Record
From: Elizabeth Devito

Correspondence attaching a Summary of Synopsis of Audit Report for a single publication under the Legal Notice section of the newspaper on May 31, 2016 and requesting an

Affidavit of Publication. On motion of Commissioner Lucia, seconded by Commissioner Brady, the letter was accepted for file.

Under date of May 26, 2016

To: BNY Melon
From: Elizabeth Devito

Correspondence attaching Compliance Item-Report on Examination of Financial Statements year ending December 31, 2015. On motion of Commissioner Lucia, seconded by Commissioner Brady, the letter was accepted for file.

Under date of May 5, 2016

To: George Fiore, Executive Director
From: BNY Mellon

Letter advising that an arbitrage rebate calculation for the Parking Authority of the Town of Morristown Guaranteed Parking Revenue Bond Series 2011 is due on August 1, 2016. On motion of Commissioner Lucia, seconded by Commissioner Brady, the letter was accepted for file.

Under date of May 27, 2016

To: Ronald Morgan
From: Mark Axelrod

Correspondence including picture of a truck parked on the ramp presumably for a delivery to Jockey Hollow on May 25, 2016. There was a discussion regarding the issue of trucks on the ramp. The correspondence advises that it is imperative that vendors and suppliers are instructed that their trucks cannot be parked on the ramp for deliveries and that the ramp cannot tolerate such trucks. There was a general recognition that the number of trucks had diminished significantly. There is also the hope that when Jockey Hollow recognizes the important interest of protecting the ramp to ensure its long term parking availability that there may be a greater level of compliance from the Jockey Hollow restaurant. It was suggested that Mr. Goldsmith and Mr. Fabrizio call the owner of the restaurant, Chris Canon, to discuss options and efforts. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the letter was accepted for file.

Under date of May 13, 2016

To: FDL Warehouse
From: Mark Axelrod

Correspondence advising that on May 25, 2016 a truck was making a delivery on the ramp at the Jockey Hollow Restaurant and that the area is designated as prohibited from truck parking or deliveries and is also a fire lane. The correspondence also advises that the MPA's engineering firm has indicated that the presence of trucks such as the delivery vehicle that was on the ramp can create structural damage to the ramp. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the letter was accepted for file.

Under date of June 10, 2016

To: Jockey Hollow Bar & Kitchen
From: Robert Goldsmith

Letter advising that the MPA has caused a review of the structural design parameters and integrity of the ramp at the Vail Mansion and that the study concludes that the ramp was not designed to accept loads from trucks over 5,000 pounds. The letter further advises that if the

ramp is damaged by any trucks making deliveries to Jockey Hollow Bar & Kitchen that the restaurant will lose the parking on the ramp, parking in the MPA parking facility and will have exposure for liability. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the letter was accepted for file.

Under date of June 8, 2016

To: Mark Axelrod
From: Robert Goldsmith

Correspondence suggesting that the MPA/Fannie Rippel Foundation lease issue should be on the agenda for June 21, 2016. On motion of Commissioner Stamato, seconded by Commissioner Brady, the letter was accepted for file.

Under date of June 15, 2016

To: Morristown Parking Authority
From: Day Pitney, LLP

Letter serving as Notice of Hearing on June 15, 2016 at 7:30pm for a public hearing concerning the application of Wilmot Walk, L.L.C. for bulk variance approval to construct a sign on the property located at 89 Morris Street. On motion of Commissioner Lucia seconded by Commissioner Stamato, the letter was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented to the Board the March 2016 Monthly Enforcement Report. On motion of Commissioner Lucia, seconded by Commissioner Gervasio, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented the March 2015/2016 Comparative Meter Revenue Report. On motion of Commissioner Stamato, seconded by Commissioner Brady, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented the March 2015/2016 Comparative Cash Revenue Report. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented the March 2015/2016 Year-to-Date Revenue Summary. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the report was accepted for file subject to further reporting to the Board of Commissioners on the bottom line numbers for revenues.

At this point, under the Report portion of the meeting, the Executive Director presented the March 2016 Employee Sick & Vacation Report. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented the March 2016 MPA Vehicle Maintenance Report. On motion of Chairperson Tighe, seconded by Commissioner Lucia, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented to the Board the April 2016 Monthly Enforcement Report. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the report was accepted for file.

At this point, under the Report portion of the meeting, the Executive Director presented the April 2015/2016 Comparative Meter Revenue Report. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the report was accepted for file.

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At this point, under the Report portion of the meeting, the Executive Director presented the April 2015/2016 Year-to-Date Revenue Summary. On motion of Commissioner Lucia, seconded by Commissioner Stamato, the report was accepted for file subject to further reporting to the Board of Commissioners on the bottom line numbers for revenues.

At this point, under the Report portion of the meeting, Mr. Axelrod noted that there was nothing further to report for March or April 2016 with respect to security matters.

At this point, under the Report portion of the meeting, Mr. Axelrod presented the Parking Authority of the Town of Morristown – Report on Examination of Financial Statements. Mr. Fiore commented that the overall position of the Parking Authority was solid. Mr. Giosa noted that the debt service coverage was required to be 110% and for 2015 was 133.5%.

At this point, under the Old Business portion of the meeting, there was discussion regarding Extension of an Agreement for a 90-Day Period of Exclusivity for Bijou Properties and Morristown Parking Authority to Negotiate for Possible Development of Lot 3R, also known as Block 3602, Lot 13. On motion of Commissioner Brady, seconded by Commissioner Lucia, the authorization was discussed, a Resolution to follow.

At this point, under the Old Business portion of the meeting, Mr. Goldsmith advised the Board that an Agreement between the Parking Authority of the Town of Morristown and Sunstone Lodging, LLC for parking was being finalized and would likely be presented to the Board for consideration at the next meeting.

At this point, under the Old Business portion of the meeting, Mr. Axelrod reported on the status of training regarding Standard Operating Procedures. He also noted that Jaime Rodriguez had been taking on more responsibility than originally signed and it was recommended that he be awarded a \$750.00 bonus effective in the next pay period. On motion of Chairperson Tighe, seconded by Commissioner Lucia, the bonus of \$750.00 was authorized on the following vote:

<u>Ayes:</u>	Commissioners Brady, Gervasio, Lucia, Stamato and Chairperson Tighe
<u>Nays:</u>	None
<u>Absent:</u>	None

At this point, under the Old Business portion of the meeting, Mr. Axelrod advised the Board on revisions to the On Call Manager Rotating Shift Program.

At this point, under the Old Business portion of the meeting, Mr. Deal advised that work was completed on the Schuyler Place Exit Paystation to the satisfaction of Mr. Deal.

At this point, under the Old Business portion of the meeting, Mr. Axelrod reported on discussions among the Town of Morristown, Morristown Parking Authority and Morristown High School with respect to Student/Residential Parking. He advised that the matter would be addressed by the High School, the Morris School District and the Town of Morristown and the Parking Authority would continue to enforce as necessary and appropriate.

At this point, under the New Business portion of the meeting, Mr. Goldsmith advised that Mr. Pulcini was awaiting proposals for Arbitrage Rebate Calculation Due August 1, 2016 for the Morristown Parking Authority Guaranteed Parking Revenue Bond Series 2011.

At this point, under the New Business portion of the meeting, Mr. Goldsmith advised that there were was a meaningful opportunity for Refunding the MPA Bond Series 2007 and that the process was already underway with the hope for refinancing in Fall 2016 yielding significant savings to the Parking Authority.

At this point, under the New Business portion of the meeting, Mr. Axelrod and Mr. Deal presented a Proposed Parking Fee Rate Change at the MPA Vail Facility (Oval and Deck) from \$5.00 flat fee after certain hours and \$.50 per hour per day to \$1.00 per hour per day basis. On motion of Commissioner Stamato, seconded by Commissioner Lucia, the change was authorized on the following vote:

Ayes: Commissioners Brady, Gervasio, Lucia, Stamato and Chairperson Tighe
Nays: None
Absent: None

There was no Executive Session.

The following Resolutions were presented for the record:

Resolution No. 39-2016: (Authorizing and Directing the Executive Director to Effectuate the Transfer of Funds from the MPA Special Revenue Account to the Improvement and Preventative Maintenance Fund). On motion of Commissioner Brady, seconded by Commissioner Lucia, the Resolution was authorized on the following vote:

Ayes: Commissioners Brady, Gervasio, Lucia, Stamato and Chairperson Tighe
Nays: None
Absent: None

Resolution No. 40-2016: (Confirming Review of Annual Audit Report for Fiscal Year Ended December 31, 2015). On motion of Commissioner Brady, seconded by Commissioner Lucia, the Resolution was authorized on the following vote:

Ayes: Commissioners Brady, Gervasio, Lucia, Stamato and Chairperson Tighe
Nays: None
Absent: None

Resolution No. 41-2016: (Operating Fund Bills). On motion of Chairperson Tighe, seconded by Commissioner Stamato, the Resolution was authorized on the following vote:

Ayes: Commissioners Brady, Gervasio, Lucia, Stamato and Chairperson Tighe
Nays: None
Absent: None

Resolution No. 42-2016: (Improvement Fund Bills). On motion of Commissioner Gervasio, seconded by Commissioner Lucia, the Resolution was authorized on the following vote:

Ayes: Commissioners Brady, Gervasio, Lucia, Stamato and Chairperson Tighe
Nays: None
Absent: None

Resolution No. 43-2016: (Authoring an Extension of an Agreement for a 90-Day Period of Exclusivity for Bijou Properties and the Morristown Parking Authority to Negotiate for the Possible Development of Lot 3R, also known as Block 3602, Lot 13). On motion of Commissioner Gervasio, seconded by Commissioner Lucia, the Resolution was authorized on the following vote:

Ayes: Commissioners Brady, Gervasio, Lucia, Stamato and Chairperson Tighe
Nays: None
Absent: None

Resolution No. 44-2016: (Appointing Michael Fabrizio as Interim Executive Director). On motion of Commissioner Lucia, seconded by Commissioner Brady, the Resolution was authorized on the following vote:

Ayes: Commissioners Brady, Gervasio, Lucia, Stamato and Chairperson Tighe
Nays: None
Absent: None

A plaque was presented to Mr. Fiore by Chairperson Tighe in appreciation of the dedication and services of Mr. Fiore to the Parking Authority of the Town of Morristown for 30 years. It should also be noted that at a subsequent celebration Mayor Dougherty presented a Proclamation honoring Mr. Fiore and declaring May 31st George Fiore Day.

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

Mark Axelrod, Assistant Director

Margret Brady, Assistant Secretary

Prepared By: Robert S. Goldsmith, Esq.