

MINUTES OF THE REGULAR MEETING OF THE PARKING AUTHORITY OF THE TOWN OF MORRISTOWN, HELD TUESDAY, JANUARY 17, 2017 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 Lucia, 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 3, 2017, 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 Gervasio, Stamato, Tighe and Chairperson Lucia

Also Present: Michael Fabrizio, Executive Director, Mark Axelrod, Director of Operations, Gregory Deal, Director of Facilities, Robert S. Goldsmith, Esq., Robert Councilman Robert Iannaccone, Liaison

Absent: Commissioner Brady

At this point, The Executive Director presented the Minutes of the December 20, 2016 Regular Meeting. On motion of Commissioner Stamato, seconded by Commissioner Tighe, the Minutes were approved.

At this point, The Executive Director presented the Minutes of the December 20, 2016 Executive Session Meeting. On motion of Chairperson Lucia, seconded by Commissioner Stamato, the Minutes were approved.

At this point, The Executive Director presented the Minutes of the January 3, 2017 Reorganizational Meeting. On motion of Commissioner Stamato, seconded by Chairperson Lucia, the Minutes were approved.

At this point, The Executive Director presented the Minutes of the January 3, 2017 Reorganizational Executive Session Meeting. On motion of Commissioner Stamato, seconded by Commissioner Gervasio, the Minutes were approved.

There were no Public Comments.

There was no Mayor's Report.

Councilman Iannaccone advised the Board on the following:

- A comprehensive traffic study was approved for the Town of Morristown. It will focus on through traffic, origin and destination and public safety and the current traffic constraints and the impact of development.
 - Councilman Iannaccone commented that a major challenge for the Town is the amount of development in Morristown.
 - Councilman Iannaccone commented that there needs to be coordination among departments in Town with respect to development, traffic and parking.
 - Councilman Iannaccone commented that Town residents are looking for transparency.
 - Councilman Iannaccone commented that many of his constituents were concerned about the proposed storage facility on Morris Street.
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The following communications were presented for the record:

Under date of January 5, 2017

To: Margret Brady
From: Michael Fabrizio, Executive Director

Letter confirming that at the January 3, 2017 Annual Reorganization meeting Ms. Brady was reappointed as a Commissioner of the Morristown Parking Authority. On motion of Chairperson Lucia, seconded by Commissioner Tighe, the letter was accepted for file.

Under date of January 5, 2017

To: Robert Iannaccone
From: Michael Fabrizio, Executive Director

Letter confirming that Mr. Iannaccone will be serving as Town Liaison to the Morristown Parking Authority. Enclosed with the letter is a scan card for access to the DeHart Street

Garage for use for all MPA meetings. On motion of Commissioner Tighe, seconded by Commissioner Gervasio, the letter was accepted for file.

Under date of January 5, 2017

To: Robert Goldsmith
From: Michael Fabrizio, Executive Director

Letter confirming that at the January 3, 2017 Annual Reorganization Meeting Mr. Goldsmith was duly appointed as Parking Authority legal counsel for the fiscal and calendar year 2017. On motion of Chairperson Lucia, seconded by Commissioner Tighe, the letter was accepted for file.

Under date of January 5, 2017

To: Vincent Montanino
From: Michael Fabrizio, Executive Director

Letter confirming that at the January 3, 2017 Annual Reorganization Meeting Mr. Montanino was duly appointed as Parking Authority auditor for the fiscal and calendar year 2017 at an annual retainer of \$31,800. On motion of Commissioner Gervasio, seconded by Commissioner Tighe, the letter was accepted for file.

Under date of January 5, 2017

To: Gerard Giosa
From: Michael Fabrizio, Executive Director

Letter confirming that at the January 3, 2017 Annual Reorganization Meeting the firm Level G Associates, LLC was duly appointed as Parking Authority Parking Consultant for the fiscal and calendar year 2017. On motion of Commissioner Stamato, seconded by Chairperson Lucia, the letter was accepted for file.

Under date of January 5, 2017

To: Gary Pulcini
From: Michael Fabrizio, Executive Director

Letter confirming that at the January 3, 2017 Annual Reorganization Meeting Mr. Pulcini was duly appointed as Parking Authority Financial Consultant for the fiscal and calendar year 2017. On motion of Chairperson Gervasio, seconded by Commissioner Tighe, the letter was accepted for file.

Under date of January 5, 2017

To: Daily Record
From: Elizabeth Devito

Email attaching Resolution No. 2-2017 and Resolution No. 3-2017 for publication under the “Legal Notice” section of the newspaper on January 10, 2017. On motion of Commissioner Stamato, seconded by Commissioner Lucia, the letter email was accepted for file.

Under date of January 5, 2017

To: Star Ledger
From: Elizabeth Devito

Email attaching Resolution No. 2-2017 and Resolution No. 3-2017 for publication under the “Legal Notice” section of the newspaper on January 10, 2017. On motion of Commissioner Stamato, seconded by Commissioner Lucia, the email was accepted for file.

Under date of January 5, 2017

To: MPA
From: Maria Makos and Linda D’Alessio

Letter enclosing the 2017-2018 temporary insurance binders for file. On motion of Chairperson Lucia, seconded by Commissioner Tighe, the letter was accepted for file.

Under date of January 13, 2017

To: MPA Staff
From: Michael Fabrizio, Executive Director

Letter to MPA staff informing of their salary/wage increase, effective January 1, 2017. The Executive Director commented on the overall staff that they are doing good jobs. This followed by a discussion among the Board with respect to the evaluation process for MPA employees as referenced in the letter and Mr. Fabrizio said that he would be focusing on that and suggested the possibility of a committee, possibly the Compensation Committee, to work with him to prepare an evaluation process. On motion of Chairperson Lucia, seconded by Commissioner Tighe, the letter was accepted for file.

At this point, under the Report portion of the meeting, Mr. Axelrod presented the December 2016 Comparative Meter Revenue Report. Mr. Deal advised the Board that there were extra days for the holidays for the bagging of the meters and noted that, of course, Christmas was celebrated on December 26th, which also added a day. Mr. Deal also advised that there were many bagged meters for construction and that revenue would be seen as meter cards. On motion of Commissioner Tighe, seconded by Commissioner Stamato, the report was accepted for file.

At this point, under the Report portion of the meeting, Mr. Axelrod presented the December 2016 Comparative Cash Revenue Report. On motion of Chairperson Lucia, seconded by Commissioner Gervasio, the report was accepted for file.

At this point, under the Report portion of the meeting, Mr. Axelrod presented the December 2016 Year-to-Date Revenue Summary. Mr. Goldsmith and Mr. Fabrizio advised the Board of Commissioners that there was an anticipated \$260,000 cash payment due from Rosewood for the final installment for the parking for Building C and this was anticipated to be paid shortly. Mr. Axelrod noted that he would account for that revenue when received in the reports and that it would be treated as non-parking revenue. On motion of Chairperson Tighe, 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 Report on Examination of Financial Statement for the Quarter Ending September 30, 2016. On motion of Commissioner Stamato, seconded by Chairperson Lucia, the report was accepted for file.

It was noted, under the Report portion of the meeting, that there was nothing to report with respect to matters of security.

At this point, under the Old Business portion of the meeting, Mr. Fabrizio presented Review of the MPA Five Year Ticket Enforcement History. He suggested that the increase in downtown tickets were probably the product of two factors: additional parking enforcement officers and more activity and vitality in the downtown. He suggested that there was a need to keep balance. There was a discussion among the Board of Commissioners. Mr. Fabrizio suggested that one possible solution would be to assign one of the PEO at certain garages on a rotating basis to be more active driving through the MPA lots and garages to present greater comfort to the parking public from a security point of view. Councilman Iannaccone suggested that restaurants should advise their patrons that they are better off parking in the parking garages rather than on-street since they don't have to worry about expiring parking meters. This suggestion was noted as productive and Mr. Fabrizio suggested that he would work with Jennifer Wehring at the Morristown Partnership to try to implement the

suggestion. On motion of Chairperson Lucia, seconded by Commissioner Gervasio, the report was accepted for file.

At this point, under the Old Business portion of the meeting, the Executive Director presented the final form of the Regular Meeting dates and the 2017 Slate of MPA Officers.

At this point, under the New Business portion of the meeting, Mr. Fabrizio and Mr. Goldsmith discussed the Town Bar & Kitchen Valet Parking Agreement. The basis for the rate was explained as availability of twenty five parking passes at a rate of \$3.00 per pass for Thursday, Friday and Saturday nights, two parking passes for the meters in front of the restaurant and the expansion of the right of the restaurant to use the valet cards on other nights of the week. The judgment was made for a \$1,000 monthly charge that could be adjusted based on actual parking needs and use. The Board found the Agreement acceptable and there will be a Resolution for approval at a subsequent meeting.

At this point, under the New Business portion of the meeting, Mr. Fabrizio and Mr. Goldsmith discussed a meeting with Headquarters Plaza with respect to the possible cooperation between the Parking Authority and Headquarters Plaza for the unused spaces at the Headquarters Plaza Parking Garage. Mr. Fabrizio advised that the matter is in the hands of the All Net Fisher entity but neither Mr. Goldsmith nor Mr. Fabrizio were anticipating a favorable response.

At this point, under the New Business portion of the meeting, Mr. Fabrizio discussed the proposed Agreement with Schuyler Associates for twenty five spaces at the Dalton Parking Garage and noted that the matter was included in a Resolution to be considered by the Board.

There was no Executive Session.

The following Resolutions were presented for the record:

Resolution No. 12-2017: (Authorizing the Addition of \$100 to the Night Supervisors Change Bank). On motion of Commissioner Tighe, seconded by Chairperson Lucia, the Resolution was adopted on the following vote:

Ayes: Commissioners Stamato, Tighe and Chairperson Lucia
Nays: None

Absent: Commissioners Brady and Gervasio

Resolution No. 13-2017: (Authorizing the Payment of MPA Operating Bills). On motion of Commissioner Stamato, seconded by Chairperson Lucia, the Resolution was adopted on the following vote:

Ayes: Commissioners Stamato, Tighe and Chairperson Lucia

Nayes: None

Absent: Commissioners Brady and Gervasio

Resolution No. 14-2017: (Authorizing the Payment of Improvement Fund Bills). On motion of Commissioner Tighe, seconded by Chairperson Lucia, the Resolution was authorized on the following vote:

Ayes: Commissioners Stamato, Tighe and Chairperson Lucia

Nayes: None

Absent: Commissioners Brady and Gervasio

Resolution No. 15-2017: (Authorizing the Schuyler Associates Agreement). On motion of Chairperson Lucia, seconded by Commissioner Stamato, the Resolution was adopted on the following vote:

Ayes: Commissioners Stamato, Tighe and Chairperson Lucia

Nayes: None

Absent: Commissioners Brady and Gervasio

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

Michael Fabrizio, Executive Director

Margret Brady, Secretary

Prepared By: Robert S. Goldsmith, Esq.