



AGENDA

BOARD OF COMMISSIONERS –
February 27, 2025
4:00PM

Public Statement: This meeting is being called pursuant to the Open Public Meetings Act, Chapter 113; adequate notice of this meeting has been provided to the Star Ledger, Jersey Journal and to the public at large; establishing the date, time and location of this meeting by filing with the Office of the City Clerk the schedule of regular meetings.

Attendance – Roll Call

Pledge of Allegiance

Introduction of New Commissioner Stephanie Matthews

Action Items:

Agenda Adoption

Approval of Minutes of January 2025

COMMITTEE REPORTS –

RESOLUTIONS FOR FEBRUARY 27, 2025:

RESOLUTION #02-2025-06 OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK ACCEPTING THE LIST OF BILLS AND FINANCIAL REPORT FOR JANUARY 2025.

RESOLUTION #02-2025-07 OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK FOR LATE SUBMISSION OF THE 2025 PROPOSED BUDGET.

RESOLUTION #01-2025-08 OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK APPROVING THE BUDGET FOR 2025.

RESOLUTION #01-2025-09 OF THE RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK, AUTHORIZING A CHANGE OF THE OFFICIAL SIGNATURES ON ALL PARKING AUTHORITY OF THE CITY OF NEWARK BANK ACCOUNTS

Standing Committee Selection

Executive Session
Legal Report
Executive Director's Report

Resolution #02-2025-
C. Lawrence Crump, Esq., General Counsel
Anthony C. Mack, Esq.

New Business:

Discussion:

Adjournment:

**MINUTES OF THE REORGANIZATION MEETING OF
BOARD OF COMMISSIONERS OF THE
PARKING AUTHORITY OF THE CITY OF NEWARK
FEBRUARY 27, 2025
4:00PM**

PUBLIC STATEMENT: THIS MEETING IS BEING CALLED PURSUANT TO THE OPEN PUBLIC MEETINGS ACT, CHAPTER 113; ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED TO THE STAR LEDGER AND TO THE PUBLIC AT LARGE; ESTABLISHING THE DATE, TIME AND LOCATION OF THIS MEETING BY FILING WITH THE OFFICE OF THE CITY CLERK THE SCHEDULE OF REGULAR MEETINGS.

Roll Call as follows:

Present:

Chairman Andre Speight
Vice-Chair Tarsha Prindle Hartley
Treasurer Andre Hollis
Secretary Vanessa Davis
Commissioner Evelyn Williams
Commissioner Mayttee Cordero

Others Present:

Executive Director, Anthony C. Mack, Esq.
C. Lawrence Crump, Esq., General Counsel
Sr. Executive Asst., Merian Williams
Gabriela Santos, Fiscal Manager

Member of the Public: NONE

The pledge of allegiance.

General Counsel C. Lawrence Crump noted that there was a quorum present and the Board is in accord with State Statute and the meeting could now commence.

Chairman Speight requested a Motion to adopt the Agenda. Motion by Commissioner Williams, seconded by Treasurer Hollis and approved by unanimous consent.

Chairman Speight requested a motion to approve the Minutes of January 23, 2025. Motion to approve by Treasurer Hollis, second by Commissioner Williams, approved by unanimous consent.

COMMITTEE REPORTS:

The Finance Committee Chair, Andre Hollis, reported that the Committee met on February 18, 2025 reviewed the bills and the proposed budget. The Committee is recommending board approval of the bills.

There was extensive discussion on the 2025 Standing Committees. Chair Speight reviewed his appointments to the committees and the full board was advised of what committee they were appointed to.

Chair Speight requested a motion for the list of bills for February, 2025. Motion by Treasurer Hollis, seconded by Vice-Chair Prindle-Hartley.

ROLL CALL FOR 02-2025-06

Andre Speight	YES
Evelyn Williams	YES
Maytee Cordero	N/V
Vanessa Davis	YES
Andre Hollis	YES
Tarsha Prindle-Hartley	YES

Chair Speight requested a motion for Resolution #02-2025-07 for Late Submission of the Budget. Motion by Treasurer Hollis, seconded by Vice-Chair Prindle-Hartley.

ROLL CALL FOR 02-2025-07

Andre Speight	YES
Evelyn Williams	YES
Maytee Cordero	N/V

Vanessa Davis	YES
Andre Hollis	YES
Tarsha Prindle-Hartley	YES

Chair Speight requested a motion for Resolution #02-2025-08 approving the Budget for 2025.. Motion by Treasurer Hollis, seconded by Vice-Chair Prindle-Hartley.

ROLL CALL FOR 02-2025-08

Andre Speight	YES
Evelyn Williams	YES
Mayttee Cordero	N/V
Vanessa Davis	YES
Andre Hollis	YES
Tarsha Prindle-Hartley	YES

Chair Speight requested a motion for Resolution #02-2025-09 to change Official Bank Signatories. Motion by Treasurer Hollis, seconded by Vice-Chair Prindle-Hartley. Approved by unanimous consent.

LEGAL REPORT:

General Counsel reported that there are several worker compensation matters outstanding. One staff person has one matter that is settled and one outstanding. The insurance company is working on a settlement. Another staffer has an outstanding matter resulting from an automobile accident. Another has an open matter resulting from a barrier being moved and fell on his knee. There is a legal matter involving Underground Utilities. This matter is in an inactive status and has been so for some time. General Counsel will advise the Board when same has been reactivated. The next matter involves a motor vehicle accident from July of 2022. Same is still in a discovery phase. The Board will be kept abreast of the movement on this matter. Finally, plaintiff, Stephens filed a notice of Claim against the NPA and Snap Parking related to a slip and fall that occurred at the SNAP property on Frelinghuysen Avenue. The fall had nothing to do with us and will ultimately be dismissed as to the NPA. If not, we will file a Motion to Dismiss the Claim.

There were questions and discussion on the location of cameras surrounding our building and our ability to see when an injury occurs around our property. The NPA will review the cameras set up and evaluate the need to add more as soon as possible.

Chair Speight requested an update on pending legal matters at each meeting.

Executive Director advised the Board of sprinkler system issues. Director stated that the Sprinkler-HVAC-Fire are somehow integrated with each other. We are working with our IT to have all the systems on one server so that they can be evaluated and diagnosed when problems occur. Director Mack stated that he feels we need to look seriously into hiring an experienced building maintenance engineer.

Director stated we are ready to send the budget to DCA for approval and we are working to get the Audit done.

We are also saving on all auto repairs since the purchase of new vehicles and engaged with Enterprise Fleet services. Repairs are minimal and gas is down substantially because of the new vehicles,

Director also advised the Board that we will be looking for a 2025 meter rate increase soon. Mr. Mack is expecting to go before the Municipal Council sometime in April. There will be more discussion with the Board prior to going back before the Council.

Chair Speight requested more activity from all the Standing Committees. Moving forward he is requesting the following:

Commissioner Hollis is to get a job description and salary requirements to compare related to the building management engineer position that the Director wants to hire. Also, Commissioner Hollis will work on suggestions for a capital improvement fund. Commissioner will look into the meter rate increase and make recommendations to the Board and advise of potential income we will receive. Gabby Santos will assist Commissioner Hollis.

The Personnel Committee will meet with Director Mack related to COLA. Also, the Personnel Committee Chair will set up a staff development Day. The Executor Director can approve same.

The Development Committee with Ms. Evelyn Williams will contact Enterprise related to a Jitney shuttle. The Development Committee will look into locating a surface lot for potential parking. Evelyn Williams will speak with Councilman Ramos concerning same.

The Executive Director will look into a Credit Union for staff.

The Maintenance Committee is being asked to look into potential signage and provide estimates for same.

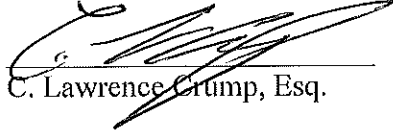
The Chair will follow up on these matters at the next meeting.

There being no further business, motion to adjourn by Commissioner Williams, seconded by treasurer Hollis, approved by unanimous consent. The meeting adjourned at approximately 5:45pm

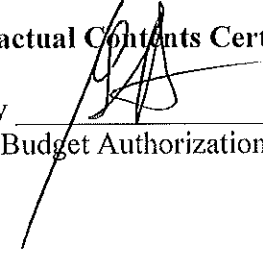
**RESOLUTION ACCEPTING THE LIST OF BILLS FOR
FEBRUARY 2025**

Resolution No. 02-2025-06

Approved as to form and
Legality on basis of Facts


C. Lawrence Crump, Esq.

Factual Contents Certified

by 
Budget Authorization Certified

WHEREAS, the Executive Director and Finance Committee received and reviewed the List of Bills for the Month FEBRUARY 2025; and

WHEREAS, the Board of Commissioners has reviewed and accepted the list of Bills for FEBRUARY 2025; and

WHEREAS, the Executive Director is recommending that the List of Bills be accepted; and

NOW, THEREFORE, be it resolved by the Board of Commissioners of the Parking Authority of the City of Newark that the List of Bills for FEBRUARY 2025 be accepted for payment.

Commissioner _____ Seconded the Motion _____
X - Indicates Vote ~ AYE – Yes NAY-No NV – Not Voting AB – Absent
Board of Commissioners Vote of Final Passage

Commissioners	AYE	NAY	NV	AB
Evelyn Williams				
Andre Hollis				
Tarsha Prindle-Hartley				
Maytee Cordero				
Andre Speight				
Vanessa Davis				

I hereby certify that the above Resolution No.02-2025-06 was accepted at a Commissioners meeting of the Parking Authority of the City of Newark on FEBRUARY 27, 2025.

By: 
ANDRE SPEIGHT, Chairperson
Newark Parking Authority

(SEAL)
ATTEST:

RESOLUTION NO. 02-2025-07
FOR LATE SUBMISSION OF THE 2025 PROPOSED BUDGET

WHEREAS, the Parking Authority of the City of Newark (hereinafter "Authority"), by and through its governing body, the Board of Commissioners (hereinafter "Board"), pursuant to N.J.S.A. 40A: 5a-10 and N.J.A.C. 5:31, is required to submit a budget for each fiscal year of operation to the Director of Division of Local Government Services within 60 days prior to the end of the fiscal year; and

WHEREAS, the Authority was unable to comply with the timely submission of its budget to the Division of Local Government Services due to the fact the Authority had a bond sale which paid down part of its existing debt. The Authority needed the various amortization schedules from this bond sale in order to properly reflect the transaction in the financial statements and also to record the correct debt service in the budget. The Authority encountered difficulty obtaining these new amortization schedules from all lenders; hence delaying the budget preparation and submission; and

WHEREAS, the Board has been able to meet in compliance with the law in order to address the late submission of its budget to the Division.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK, COUNTY OF ESSEX, and STATE OF NEW JERSEY, that the Executive Director is hereby authorized to make a late submission of its 2025 Proposed Budget.

Recommended for Approval:

Approved as to Form & Legality on
Basis of Facts Set Forth:

AUTHORITY BUDGET RESOLUTION

Newark Parking Authority

FISCAL YEAR: January 01, 2025 to December 31, 2025

WHEREAS, the Annual Budget for Newark Parking Authority for the fiscal year beginning January 01, 2025 and ending December 31, 2025 has been presented before the governing body of the Newark Parking Authority at its open public meeting of February 27, 2025; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$7,579,612.00, Total Appropriations including any Accumulated Deficit, if any, of \$7,541,763.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$0.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the schedule of rents, 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 Newark Parking Authority, at an open public meeting held on February 27, 2025 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Newark Parking Authority for the fiscal year beginning January 01, 2025 and ending December 31, 2025, 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 Newark Parking Authority will consider the Annual Budget and Capital Budget/Program for Adoption on March 27, 2025.

(Secretary's Signature)


(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Andre Speight				
Tarsha Prindle-Hartley				
Andre Hollis				
Venessa Davis				
Maytee Cordero				
Evelyn Williams				

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY
OF THE CITY OF NEWARK AUTHORIZING A CHANGE OF THE OFFICIAL SIGNATURES
ON ALL PARKING AUTHORITY OF THE CITY OF NEWARK BANK ACCOUNTS**

Approved as to form and
Legality on basis of Facts


C. Lawrence Crump, Esq.

Factual Contents Certified As to
Accuracy


Gabriela Santos

RESOLUTION NO.: 02 -2025-09

WHEREAS, the Board of Commissioners of the Parking Authority of the City of Newark is the governing body of the Authority, and charged with the ultimate oversight of the same, pursuant to N.J.S.A. 40-11A-5; and

WHEREAS, Board of Commissioners authorize who may be listed as signatories to all accounts currently held by the Parking Authority of the City of Newark, which will allow them to open accounts in the name of the Authority, endorse checks and orders for payment, borrow money on behalf and in the name of Authority, and sign and execute promissory notes or other evidence of indebtedness; and

WHEREAS, the Board of Commissioners wishes to have the following: Anthony Mack (Executive Director), Andre Speight (Board Chair) and Andre Hollis (Board Treasurer) as the only authorized signatories on all current accounts held by the Parking Authority.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Parking Authority of the City of Newark that Anthony Mack (Executive Director), Andre Speight (Board Chair) and Andre Hollis (Board Treasurer) will be the only authorized signatories on all current accounts held by the Parking Authority of the City of Newark.

Commissioner

Seconded the Motion

X - Indicates Vote AB – Absent NV – Not Voting

Board of Commissioners Vote of Final Passage

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK AUTHORIZING A CHANGE OF THE OFFICIAL SIGNATURES ON ALL PARKING AUTHORITY OF THE CITY OF NEWARK BANK ACCOUNTS

Commissioners AYE NAY NV AB Commissioners AYE NAY NV AB

Andre Speight, Chairperson					Vanessa Davis				
Evelyn Williams					Mayttee Cordero				
Tarsha Prindle-Hartley									
Andre Hollis									

CERTIFICATION

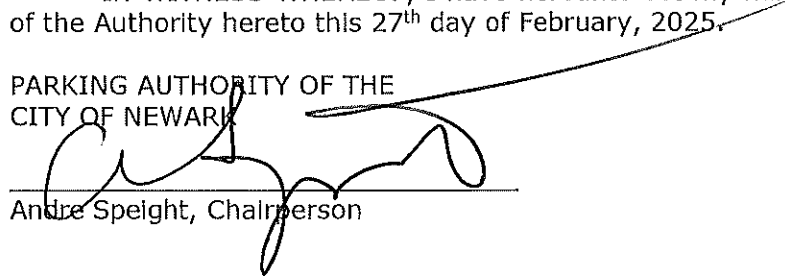
I, ANDRE SPEIGHT, Chairperson of the Parking Authority of the City of Newark (the "Authority"), a public body corporate and politic and a political subdivision of the State of New Jersey, DO HEREBY CERTIFY as follows:

Attached hereto is a copy of a resolution entitled, "RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK AUTHORIZING A CHANGE OF THE OFFICIAL SIGNATURES ON ALL PARKING AUTHORITY OF THE CITY OF NEWARK BANK ACCOUNTS" (the "Resolution"), which Resolution was adopted at a regular meeting of the Authority duly called, advertised and held on February 27, 2025 in accordance with the Open Public Meetings Act, *N.J.S.A. 10:4-6 et seq.*, as amended and supplemented, at which meeting a quorum was present and acting throughout, which copy of said Resolution has been compared by me with the original thereof as officially recorded in the Minute Book of the Authority and that said copy is a true, complete and correct copy of said Resolution and that said Resolution has been duly adopted and has not been modified, amended or repealed and is in full force and effect on and as of the date hereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Authority hereto this 27th day of February, 2025.

PARKING AUTHORITY OF THE
CITY OF NEWARK

[SEAL]



Andre Speight, Chairperson



**Board Of Commissioners Of The
Parking Authority Of The City Of Newark
STANDING COMMITTEES – 2025**

BOARD OF COMMISSIONERS' 2025 ROSTER

Andre Speight, Chairperson
Tarsha Prindle-Hartley, Vice-Chairperson
Andre Hollis, Treasurer
Vanessa Davis, Secretary
Evelyn Williams, Commissioner
Maytee Cordero, Commissioner

Standing Committees are responsible for, but not limited to, tasks listed below:

**FINANCE COMMITTEE: Chairperson –Andre Hollis
Tarsha Prindle-Hartley
Maytee Cordero**

Tasks:

- Review of the rate schedules for the NPA parking facility/facilities, together with that of competing lots;
- Propose rates as appropriate with projected budget impacts;
- Review of the NPA annual audit with comments
- Review and recommendations of the Annual Budget

**PERSONNEL COMMITTEE Chairperson – Tarsha Prindle-Hartley
Vanessa Davis
Andre Hollis**

Tasks:

- Review of and recommend salary increments;
- Recommendations with respect to the Personnel Policies and Procedures;



- Review of grievances of employees not resolved at the Executive Director's level.

DEVELOPMENT COMMITTEE **Chairperson –Evelyn Williams**
Andre Hollis
Stephanie Matthews

Tasks:

- Develop and recommend new projects;
- Meet with the Deputy Mayor, as well as any appropriate person in the Administration to discuss development proposals
- Be alert to all opportunities to enhance the flow of traffic in the City, to provide adequate parking.

MAINTENANCE COMMITTEE- **Maytee Cordero**
Vanessa Davis
Stephanie Matthews

Tasks:

- Monitor complains from Patrons
- Monitor the maintenance procedures of the NPA facilities;
- Recommend improvements to the NPA facility/facilities;
- Monitor and recommend security procedures, etc.

***Board Chair Active Member on ALL Committees**

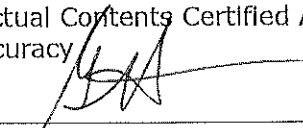
***Executive Director Active Member on ALL Committees**

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY
OF THE CITY OF NEWARK AUTHORIZING A CHANGE OF THE OFFICIAL SIGNATURES
ON ALL PARKING AUTHORITY OF THE CITY OF NEWARK BANK ACCOUNTS**

Approved as to form and
Legality on basis of Facts


C. Lawrence Crump, Esq.

Factual Contents Certified As to
Accuracy


Gabriela Santos

RESOLUTION NO.: 02 -2025-09

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Commissioner

Seconded the Motion

X - Indicates Vote AB - Absent NV - Not Voting

Board of Commissioners Vote of Final Passage

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE CITY OF NEWARK AUTHORIZING A CHANGE OF THE OFFICIAL SIGNATURES ON ALL PARKING AUTHORITY OF THE CITY OF NEWARK BANK ACCOUNTS

Commissioners AYE NAY NV AB Commissioners AYE NAY NV AB

Andre Speight, Chairperson	✓				Vanessa Davis	✓			
Evelyn Williams	✓				Mayttee Cordero				✓
Tarsha Prindle-Hartley	✓								
Andre Hollis	✓								

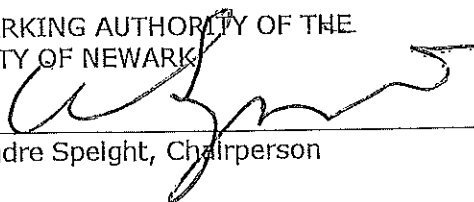
CERTIFICATION

I, ANDRE SPEIGHT, Chairperson of the Parking Authority of the City of Newark (the "Authority"), a public body corporate and politic and a political subdivision of the State of New Jersey, DO HEREBY CERTIFY as follows:

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IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Authority hereto this 27th day of February, 2025.

PARKING AUTHORITY OF THE
CITY OF NEWARK



Andre Speight, Chairperson

[SEAL]