

THE PARKING AUTHORITY OF THE
TOWNSHIP OF BLOOMFIELD

SPECIAL MEETING MINUTES
OF DECEMBER 3, 2013

A brief discussion was held before the meeting opened.

Counsel McManimon discussed the need for a resolution for a special account that needed to be approved for the next meeting. This special account would be used to reserve funds from the land sale proceeds to be used for debt service and capital projects.

A discussion of the Special Assessment Revenue ensued which was not reflected in the proposed 2014 Budget. Counsel McManimon expressed that inclusion of this revenue will not change the budget. Steve Wielkotz stated a certification is needed to quantify the amount of the Special Assessment and it must be sent to the approving state department. It was explained that this will reduce the land sale equity.

Counsel discussed how the Special Assessment could be quantified for the year 2014. Steve Wielkotz stated a certification could be drafted for the budget adoption. Chair discussed the benefit of including this revenue. Steve Wielkotz stated the benefit is presenting it to the public in the budget and Chair Moserowitz stated it was his preference to do so.

Commissioner DeMarino arrived at 6:22 pm.

The meeting opened 6:22 pm.

Certification of advertised public notification of the meeting was given during the reading of the Open Public Records Act.

Present: Chair Moserowitz
Commissioner DeMarino
Commissioner McKee
Commissioner Williams
Executive Director Hochman

Others Present: Kevin McManimon, Esq., McManimon, Scotland & Baumann, L.L.C.
Stephen Wielkotz, Ferraioli, Wielkotz, Cerullo & Cuva, P.A.
Robert McNinch, Ferraioli, Wielkotz, Cerullo & Cuva, P.A.

Public: None

Absent: Commissioner Chalet
Commissioner Pomares
Commissioner Sobharam

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Pledge of Allegiance was recited.

Steve Wielkocz advised to introduce the budget at the meeting and then review the issue of Special Assessment Revenue in two weeks. Chair Moserowitz asked about the restatement of the 2013 Budget. Steve Wielkocz advised that the 2013 Budget could be amended at the next regular meeting with the revenue from the escrow and debt service.

Steve Wielkocz commented that changes could still be made after the budget was introduced and before it was adopted.

Commissioner DeMarino requested a review of the difference of income between 2013 and 2014 for the total dollar figures. Steve Wielkocz explained the 2014 figures show the full interest paid from the escrow with the appropriate appropriation under the debt service line. The 2013 still does not reflect that and that shows the large difference currently. Once the full interest is shown in the 2013 amended budget, that large difference will reduce to a more similar number between the two. Chair Moserowitz explained the differences further which satisfied Commissioner DeMarino's question.

Chair Moserowitz stated that Avalon Bay is required to purchase permits in August 2014 and should be reflected in the budget. Commissioner McKee asked if the August start date was firm or could be changed. Counsel explained the date derives from the issuance of the first of two building permits forward to two years.

Chair Moserowitz discussed the footnote on the Permit Income Schedule regarding the use of 75% of the expected garage permit income. Director Hochman explained that the deduction of the Washington St. Lot Permit Income reduced the overall expected permit income so the garage permit income was increased to bring it up to the original level. Chair Moserowitz asked if the expectation of having 75% of garage permit spaces filled in 2014 was realistic. Director Hochman agreed it probably was not realistic. A discussion ensued what was necessary to reach that 75% occupancy of garage permit spaces. It was decided to reduce the expectation down to 50% to preserve a conservative approach after observing the current utilization of the garage permit spaces.

Commissioner DeMarino asked if this expectation included the construction crews of the Avalon Bay that would need parking. Counsel confirmed that these crews will be expected to pay for the parking. Commissioner DeMarino asked if the budget could be amended if the budget was kept conservative and then the crews did purchase permits. Chair Moserowitz did confirm the budget could be amended.

The Utility Expense line item was reviewed. Director Hochman explained her research for garage electric bills revealed monthly totals between \$600 - \$2,000. Chair Moserowitz referred to an email received from Bloomfield Center Urban Renewal

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which shows their electric bills averaging between \$250 - \$300 monthly. It was agreed to decrease the line item which should be the same amount from the decrease of the percentage of expected garage permit income.

Commissioner Williams discussed the line items for the Snowplowing and Cleaning Expenses were slightly increased but did express that she hoped it would be enough to cover the expenses. Director Hochman suggested to move monies from the Utility Expense to the other two line items but Commissioner Williams stated that was another expense that she was concerned about and would not decrease.

Commissioner DeMarino asked about the \$8,600 amount in the Signage Expense line. Director Hochman explained her method of annualizing the 2013 expenses of nine months which equaled close to the figure of \$8,600.

Commissioner Williams asked what was the difference between the capital budget line items 'Enforcement Transport Equipment' and Maintenance Vehicle. Director Hochman explained the line item 'Enforcement Transport Equipment' was based on the Operations Assessment recommendation of the enforcement staff having transportation while enforcing. Being the type of vehicle that would be purchased, an amount was put in the line item that would cover the cost of a variety of types of transportation. Director Hochman explained that the Maintenance Vehicle line item was included for the purchase of a second maintenance vehicle in case a third department staff member was hired. It was explained the current vehicle only seats two and a second maybe needed but it would depend on the schedule. Chair Moserowitz explained that the inclusion of such line items does not dictate that the vehicles would be purchased or gives approval for such but only gives a budget for the item if so desired. Commissioner Williams asked the line item 'Enforcement Transport Equipment' be changed to read 'Enforcement Vehicle.'

Commissioner McKee motioned to Introduce the Authority Budget for the Fiscal Year 2014, as read, under 2013-12-3-1. Commissioner Williams seconded the motion. The motion carried forth as follows:

Roll Call Vote:	Chairman Moserowitz	Yes
	Commissioner Chalet	Absent
	Commissioner DeMarino	Abstain
	Commissioner McKee	Yes
	Commissioner Pomares	Absent
	Commissioner Sobharam	Absent
	Commissioner Williams	Yes

Commissioner DeMarino motioned to adjourn the meeting. The motion was unanimously approved.

The meeting adjourned at 6:53 p.m.