

METUCHEN PARKING AUTHORITY
JUNE 16, 2015 MINUTES

PRESENT:

Commissioners: Leonard Roseman, John DeFoe, Richard Dyas, and Sean Massey
Borough Council Liaison:
Chamber Liaison:
Legal Counsel: James Graziano
Executive Director: Thomas Crownover

GUESTS:

A motion to suspend the regular order of business was made by Mr. Dyas, seconded by Mr. Campisi and approved unanimously. Mr. Roseman noted that safety of funds was essential.

Mr. Scott Barrington, Senior Investment Strategist with Wells Fargo in Red Bank commented on their services. Pearl development will result in funds coming into the Authority. Mr. Roseman speculated that up to \$3 million might be available for several years.

Mr. Barrington said he is not a broker or commission sales person. He works on the fiduciary platform for the bank, providing portfolio management that may be fixed income based or equity based. Mr. Roseman responded that conservative, safe investment is necessary. A team of traders in Denver provide short term cash management to increase yield higher than a bank account. Mr. Barrington observed that rates are quite low, quoting treasury yield curve up to 1% at 3 years with somewhat higher in agency yield.

Long term rates like 10 year have increased rates baked in. Very short term bonds of 600 days might allow increased yield upon reinvestment. Mr. Barrington said he would check before quoting CD yields. Mr. DeFoe asked that we define permissible investments for the Authority. Mr. Roseman will try to answer that question through his contacts. Mr. Barrington said that he could work with an investment policy statement and specify yields on a portfolio with a duration of two years, type of security, structure and rating. He offered the example of a "split-rated" bond that might improve yield. Mr. Barrington will follow up with the Authority. Mr. Campisi questioned what the Authority policy would be on the disposition of these funds. There will be a need for coordination with Borough Mayor and Council.

Mr. Dyas moved to return to the regular order of business. He was seconded by Mr. Campisi and approved unanimously.

Mr. Graziano offered his opinion that real estate sale proceeds would not be used in the calculation formula for the Authority's Borough Contribution. Mr. DeFoe noted that the Authority will receive a portion of the deck revenue. Mr. Topping asked about deck parking for Pearl residents. Mr. Dyas cautioned against using the funds for operating expenses.

MINUTES:

Mr. Roseman asked to amend his comments contained in the report of Council Liaison to clarify reference to \$900,000 as additional tax revenue. Mr. Dyas questioned award to Maser of accessibility planning and when that occurred. Mr. DeFoe moved approval of the Minutes of May 19th as amended. The motion was seconded by Mr. Massey and approved unanimously.

BILL List

Mr. Campisi moved the Bill List for approval. Mr. Dyas seconded the motion and it was approved unanimously.

CORRESPONDENCE:

Mr. Crownover said that once again Paychex recommended updating our employee handbook. Mr. Graziano said a review of the Borough approach is desirable. He also stated that there are issues that do need to be addressed as required by law.

FINANCIAL REPORTS (Subject to Audit):

Mr. DeFoe noted a 20% reduction in curb revenue. Enforcement was discussed. The use of the 10 minute button was thought to be a factor.

MAY INCOME: \$98,878.23; YEAR TO DATE INCOME: \$495,351.94

EXECUTIVE DIRECTOR'S REPORT:

Mr. Crownover said Nexus had moved into the garage and our field operation moved to 123 Liberty Street. Interim Parking had kicked off with some problems but was helped with less demand than planned for. Problems were being addressed as they arose. Mr. Ciesielka was personally supervising the program. Mr. Campisi asked about sheltering customers from rain and snow. Mr. Graziano observed that water line work on New Street will be done at night. The goal is to increase water availability on Main Street. He went on to ask the commissioners to allow Nexus to commence work on the lot immediately while final touches are put on the contract. Formal execution is imminent. Woodmont has begun performance by its work on the American Legion. Mr. Massey urged caution while Mr. Campisi voiced a sense of urgency in getting the work begun. Mr. DeFoe supported getting the contract executed before allowing Woodmont and Nexus to commence work on Pearl lot. Mr. Roseman emphasized that this would not be risky and that both sides have been operating in good faith. Mr. Graziano recommended July 15th as a target date for execution. Mr. Graziano pointed out the reasons to proceed with the work. Mr. Roseman asked for a motion approving commencement of work which was moved by Mr. Campisi, seconded by Mr. Dyas and was followed by discussion and roll call vote: Chairman Roseman voted yes; Mr. Campisi voted yes; Mr. Defoe voted No; Mr. Dyas voted yes; and Mr. Massey voted No. The motion passed.

OLD BUSINESS:

Mr. Roseman advised that the Presbyterian Church would not be able to provide any parking for the Interim program.

Mr. DeFoe sought clarification of the costs of Interim Parking. Mr. Massey anticipated Interim Parking will have a positive cash flow. Mr. DeFoe asked for better definition to avoid a surprise later on. Mr. Crownover advised that gross revenue of Interim Parking will come to the Authority. Mr. Graziano said he will sort this issue out with Mr. Ciesielka. Mr. Roseman said gross revenue less expenses will be shared with the landlords.

Mr. Roseman advised of the possibility of adding parking to our system for the Interim Program. He and Mr. Santola are to appear at a Chamber meeting to keep business people informed about our activities.

NEW BUSINESS:

Mr. Graziano presented a Bid draft seeking input from the commissioners over the following 2 days. Bids will be returnable on July 21st, the next meeting date at 10:00 AM.

REPORT OF COUNCIL LIASION

CHAMBER OF COMMERCE:

Mr. Topping said he heard positive comments about Interim Parking. Mr. Crownover said it was necessary to discuss June Bug parking with the Senior Center Director and that Penn Avenue, Halsey and New Street lots should be used for this 6 to 10 PM event. Mr. Topping thanked Mr. Roseman and Mr. Santola for appearing at the Chamber meeting.

ADJOURNMENT:

Adjournment was moved by Mr. Campisi seconded by Mr. Massey and approved unanimously.

Respectfully submitted,
/s/ Thomas Crownover