

**MONTCLAIR PARKING AUTHORITY**  
**MINUTES OF REGULAR MEETING**  
**FEBRUARY 25, 2009**

Chairman Matthews called the meeting to order at 7:10 p.m. and read the Open Public Meetings Notice. The Pledge of Allegiance was recited.

Present: Chairman Matthews, Commissioner Church, Commissioner Jacobs, Commissioner Powell, Commissioner Silverman, Commissioner Storms, Commissioner Typaldos, Director Teubner and Attorney Bakari Lee

The minutes of the January 28, 2009 meeting were approved on a motion by Commissioner Church, seconded by Commissioner Jacobs and adopted by a unanimous voice vote. Commissioners Storms and Typaldos abstained.

Executive Director's Report

Overnight Parking Program

Director Teubner announced that there would be a public meeting on Monday, March 16<sup>th</sup>, at Town Hall to discuss this issue. The meeting will be advertised locally, as well as noted on the Township website. This follows a recent meeting which was held to discuss the program with Fire, Police and Community Services representatives. Community Services has some concerns regarding snow removal and street cleaning.

Commissioner Church is interested in hearing feedback from surrounding towns as to how they handle these issues.

Church Street Lot

Herod/Church Street Holding LLC has terminated its lease of the Church Street lot with the Township. The anticipated closing date is March 1<sup>st</sup>. Signs need to be produced and hung in appropriate places to notify the daily parkers of the change. It is anticipated that most of these cars will move to the Crescent Deck. The pay station will be moved to the top floor of the Fullerton Deck.

Mayor Fried, Council Liaison, made some comments regarding the future potential use of the lot. Apparently, Herod and DCH are now working together.

Director Teubner noted that the lot was running between 40-50% of capacity during the week and closer to 70% on the weekends. He also mentioned that with the Sienna 75% occupied and over 50% of the retail space leased, there is still room to accommodate the displaced parkers from the Church Street lot. The remaining condo units at the Sienna may be offered for rent.

Director Teubner said the Parking Authority would be happy to continue to use the lot until Herod decides what its plans will be.

The Mayor announced that Dick Grabowsky had told him Anthropology is moving into the old Bangz location.

#### Weekend Parking

In general, permit parking spaces are used heavily Monday – Friday, but not on weekends. A lengthy discussion followed regarding ways to utilize the available permit parking spaces in busy shopping areas on the weekends. Commissioner Powell asked if permits had to extend through Saturdays and what impact weekend train service to the city would have on weekend parking. It was suggested that some of the permit spaces should be turned into meter spaces on Saturdays, but is it worth the expense of meters or a pay station? Commissioner Silverman suggested looking into POM machines.

Director Teubner asked Commissioner Typaldos to conduct a survey over the next few Saturdays to determine the use of permit spaces in the Watchung shopping area. She agreed to count cars three times during the Saturday shopping hours.

It was also noted that the lot behind Social Security and the Wellmont Theatre is mostly permits and not being used too much. Could some of these spaces be converted to meters?

#### Chairman's Report

Chairman Matthews reminded the Commissioners that the MPA had previously discussed a planned town-wide assessment of parking. He suggested that it would be a good time for the idea to resurface. This proposal was discussed and Commissioner Jacobs recommended that the program be conducted in-house. The Commissioners agreed that MPA Consultant Calu could handle the analysis.

Director Teubner was asked by Chairman Matthews to invite Consultant Calu to the next MPA meeting to provide an outline of how he would pursue the plan.

Chairman Matthews asked Commissioner Church to be Chair of the Operations Committee and also appointed Commissioner Storms to the Committee. He then asked Commissioner Silverman to Chair the Parking Advisory Committee.

Chairman Matthews then turned the discussion to the current economy. He pointed out that revenue could decrease further if the economic downturn continues and asked for some input as to what could be done to increase revenue.

The Mayor asked what financial impact the moving of enforcement over to the MPA would have. A discussion followed touching on increased enforcement resulting in an increase in revenue. Commissioner Powell asked if surrounding towns charge for Sunday parking. Director Teubner had previously surveyed the towns and had found that none of the nearby towns charge for parking on Sunday.

Commissioner Jacobs questioned whether the budget should be revised and how the income from enforcement should be applied. He also asked if we could lease out our facilities for special events – for example, using the top deck of the Crescent Deck for an event. He also brought up the idea of selling or sharing our services with other towns such as parking enforcement or meter repair.

Chairman Matthews asked Commissioner Jacobs to work with Director Teubner and Commissioner Powell to investigate potential business opportunities.

Chairman Matthews brought up the Planning Board and noted that at recent meetings where discussions with developers were taking place, parking issues kept coming up. He believes there is a need for our input at these meetings and would like someone from the Authority present. A discussion followed and members will be notified of the meetings to find out who would be available to attend.

Commissioner Jacobs brought up an old topic – the Vias. He would like to approach the MAC (Montclair Arts Council) to see if we could interest them in designing and painting (at no charge) the Via from the Crescent Deck, which is the only one the MPA is responsible for. He asked for input. All were in favor as long as there is little or no cost involved.

### Committee Reports

Parking Advisory Committee – Commissioner Church reminded everyone of the Overnight Parking Public Meeting which will take place on March 16<sup>th</sup> at Town Hall.

Parking Enforcement Taskforce - Commissioner Storms reported that the date for the MPA taking over Enforcement has been moved back to July 1<sup>st</sup>. There was a meeting on Feb. 3<sup>rd</sup> with the Mayor, Chairman Matthews, Township Manager Hartnett, Director Teubner, Police Chief Sabagh and several of his officers. The overall support is there. Crossing Guard duties are one of the biggest concerns for the Police.

A meeting was also held with Judge Booker who is now the head of the Newark Parking Authority. He has been extremely helpful in providing information, particularly regarding the hand-held machines that will be made available to the MPA.

Director Teubner noted that we must first create the positions for Enforcement, which must go to the State for approval. Job descriptions are included in the packet. The salary ranges are competitive with other towns. Commissioner Jacobs would like the salary range lowered to \$27,000.

The big question remaining is: who will enforce overnight violations. The Commissioners felt that the Police should continue overnight enforcement since they are already out there patrolling at night.

Personnel Committee – Commissioner Storms reported that the Committee is supporting the hiring of a Manager of Finance and Administration to replace Executive Assistant Tara McBride. She will be leaving the MPA shortly after her upcoming marriage. The newly hired Manager will cover her duties as well as the additional work load coming with the addition of Enforcement to the Authority.

The cost will be an additional \$16,000. It was suggested that some of this salary should come out of the Enforcement budget. The job description should be ready by the next meeting.

Public Comment

There were no members of the public present.

Action Items

A resolution authorizing the Bill List was approved on a motion made by Commissioner Powell, seconded by Commissioner Typaldos and adopted by unanimous voice vote.

A resolution creating certain positions within the Authority was approved on a motion by Commissioner Church, seconded by Commissioner Powell and adopted by unanimous voice vote.

A resolution authorizing the execution of a contract for food services at the Bay Street Deck was approved, as corrected, on a motion by Chairman Matthews, seconded by Commissioner Church and adopted by unanimous voice vote.

There being no items for Executive Session, on a motion made by Commissioner Powell, and seconded by Commissioner Typaldos, the meeting was adjourned at 10:10 p.m.

Respectfully submitted,

Sara Gilbertson  
Recording Secretary