

**PUBLIC MEETING OF APRIL 20, 2021**

**RESOLUTION NO. 2021-031**

**UNION CITY PARKING AUTHORITY**

**CITY OF UNION CITY-COUNTY OF HUDSON**

**STATE OF NEW JERSEY**

**RESOLUTION TO APPROVE PAYMENT OF BILLS  
AND CLAIMS PRESENTED AND TO AUTHORIZE  
THE ISSUANCE AND DELIVERY OF PAYMENTS**

Check #	Date	Payee	Amount	
2014	4/16/21	A & A AUTO SERVICE CORP.	2,140.00	VEHICLE REPAIR
2015	4/16/21	ACTION DATA SERVICES	1,937.88	PAYROLL
2016	4/16/21	BATTERY JUNCTION	1,100.00	BATTERIES FOR METERS
2017	4/16/21	COMTEX, INC	262.50	CAMERAS REPAIR
2018	4/16/21	DELMAR ENTERPRISES, INC	124.14	METERS KEYS
2019	4/16/21	EASY BADGES	718.00	PROXIMITY BADGES+HOLDER+LANYARDS
2020	4/16/21	G & F Enterprise	70.00	UNIFORMS
2021	4/16/21	INTEGRATED TECHNICAL SYSTEMS, INC	410.00	PAY DISPLAY MACHINE+ EMS +PAPER +IRIS
2022	4/16/21	K & C ELECTRIC & SECURITY	540.00	ALARM
2023	4/16/21	MUNICIPAL CAPITAL CORP	128.86	COPIER LEASE-LAST PAYMENT
2024	4/16/21	NEWSPAPER MEDIA GROUP	500.00	HOLIDAY AD
2025	4/16/21	OFFICE CONCEPTS GROUP	460.18	OFFICE SUPPLIES
2026	4/16/21	OPTIMUN	328.96	WIFI
2027	4/16/21	PARAMOUNT EXTERMINATING CO	68.00	PEST CONTROL
2028	4/16/21	PINO & SON SUPPLY	324.89	MAINTENANCE SUPPLIES
2029	4/16/21	PRIME UNIFORM SUPPLY, INC.	120.00	CARPET CLEANING
2030	4/16/21	PSE&G	2,997.88	OFFICE AND DECK
2031	4/16/21	READY FRESH	594.99	SPRING WATER
2032	4/16/21	SHERWIN WILLIAMS	169.48	PAINT
2033	4/16/21	SOME'S	1,030.00	UNIFORM'S PATCHES
2034	4/16/21	State of New Jersey	1,383.41	UNEMPLOYMENT
2035	4/16/21	SW LOCK	98.00	KEY+LOCK
2036	4/16/21	THE EVENING JOURNAL ASSOCIATION	395.31	LEGAL ADS
2037	4/16/21	TGI	2,685.66	COPIER MAINTENANCE
2038	4/16/21	Tri-My-Bags	861.00	GARBAGE BAGS
2039	4/16/21	VERIZON WIRELESS	2,252.44	CELL LINES
ACH	4/16/21	State of New Jersey	77,671.01	ANNUAL EMPLOYEE'S RETIREMENT SYSTEM '20
PAYROLL	3/21/21	Payroll w.e. 03/24/2021	74,487.93	PAYROLL
PAYROLL	4/4/21	Payroll w.e. 04/07/2021	74,416.18	PAYROLL
<b>Total</b>			<b>248,276.70</b>	

**WHEREAS**, the Authority has engaged the services of vendors, professionals and consultants to provide professional services and contracted services to the authority; and

**WHEREAS**, the Authority has received bills and claims for the services provided; and

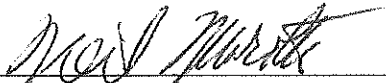
WHEREAS, the Authority has funds on hand to pay the said bills and claims; and

WHEREAS, the Authority believes it is appropriate to further authorize an accounting clerk of the authority, to issue and receive vouchers for bills and claims relating to the Authority and to prepare payments for the authorized signatures of the Authority to endorse.

THEREFORE, BE IT RESOLVED, that the following bills and claims for services are approved in the amounts indicated for the invoices and/or periods shown:

UNION CITY PARKING AUTHORITY OPERATING ACCOUNT (CAPITAL ONE BANK)

The following is certified to be a true copy of a Resolution adopted by the Union City Parking Authority at its meeting of April 20, 2021.

  
\_\_\_\_\_  
Neil D. Marotta  
General Counsel

Moved: D. Chaqour

Seconded: L. Marte

Yea	Nay	Abstain	Absent	Commissioner
✓				White
			✓	Rivera
✓				Rosario
✓				Adams
✓				Chaqour
✓				Leonard
✓				Marte

**Resolution Approving Third Amendment to Agreement with the Union City Board of Education for Transfer of Certain Real Property Designated as Block 213, Lot 28; Block 218, Lot 17; and Block 219, Lots 22-24 and 35-37 in Anticipation of Development by NJSDA of Proposed New School Facility**

**RESOLUTION # 2021-032**

**WHEREAS**, by Resolution dated October 30, 2015, the Parking Authority of the City of Union City (“Authority”), in conjunction with the City of Union City, authorized and approved an Agreement with Union City Board of Education (“Board”) for the purchase of certain real property designated on the Official Tax Map of the City of Union City as Block 213, Lot 28; Block 218, Lot 17; and Block 219, Lots 22-24 and 35-37 (“Purchase Agreement”) for the purpose of advancing the Board and the City’s application with NJSDA and NJDOE for a new school facility; and

**WHEREAS**, by Resolution dated February 21, 2017, the Authority approved a second amendment to the Purchase Agreement deleting language that provides for Block 218, Lot 17 and Block 219, Lots 22-24 and 35-37 to revert to the Parking Authority in the event that the Property ceases to be used exclusively by the Board, or its successors in interest, for purposes that are approved by the DOE and NJSDA; and

**WHEREAS**, the Authority seeks to approve a third amendment to the Purchase Agreement (“Third Amended Purchase Agreement”) to exclude the acquisition of ownership in Block 213, Lot 28 as a prerequisite to the approvals needed for the construction of a new middle school and, in the alternative require the development and construction of a multi-level parking facility as a prerequisite to the approvals needed from NJDOE and NJSDA for the construction of a new school facility; and

**WHEREAS**, Section 2.3 of the Third Amended Purchase Agreement will provide that the long term ground lease agreement between the Board and the Authority shall cover the improvements only, with the Authority having exclusive control of the land and parking structure, and solely responsible for its maintenance and operation with exclusive rights to all revenue generated from the operation of the parking structure; and the Board retaining possession and exclusive use of Floors 5 and 6, for school related business, at no cost to the District; and


**WHEREAS**, the Third Amended Purchase Agreement is on file in the Authority’s Office and is incorporated herein by reference.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Parking Authority of the City of Union City that:

1. The aforesaid recitals are incorporated herein as though fully set forth at length.
2. The Third Amended Purchase Agreement between the Board and the Union City Parking Authority, in conjunction with the City of Union City, for the purchase of certain real property designated on the Official Tax Map of the City of Union City as Block 218, Lot 17; and Block 219, Lots 22-24 and 35-37 is hereby authorized and approved.
3. The Acting Executive Director and Chairwoman of the Authority shall work in concert with Authority Counsel, City of Union City and Board to undertake the necessary steps to submit the Third Amended Purchase Agreement to the Commissioner of Education and the NJSDA.
4. The Acting Executive Director and Chairperson be and they are hereby authorized to execute any and all documents and to take any and all actions necessary to complete and realize the intent and purpose of this Resolution.
5. This Resolution shall be effective immediately.

Adopted: April 20, 2021

I hereby certify that the Union City Parking Authority duly Adopted the foregoing on April 20, 2021

  
 \_\_\_\_\_  
 Neil Marotta  
 General Counsel

Moved: D. Chaqour  
 Seconded: L. Marte

	Yes	No	Abstain	Absent
Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chaqour	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leonard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marte	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rivera	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rosario	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
White	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**PARKING AUTHORITY  
CITY OF UNION CITY, COUNTY OF HUDSON, STATE OF NEW JERSEY**

**RESOLUTION ACCEPTING RETIREMENT OF EMPLOYEE**

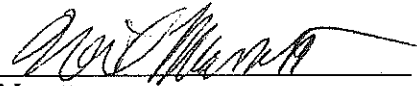
No.: 2021-033

WHEREAS, Jose Salamanca, employed as a Mechanic for the Union City Parking Authority, has submitted notice of his intent to retire from his employment with the Union City Parking Authority, effective April 8, 2021,

NOW THEREFORE, BE IT RESOLVED by the Commissioners of the Union City Parking Authority that the Parking Authority hereby accepts the retirement of Jose Salamanca, from his employment with the Union City Parking Authority, effective April 8, 2021.

Adopted: April 20, 2021

I hereby certify that the Union City Parking Authority duly Adopted the foregoing on April 20, 2021

  
\_\_\_\_\_  
Neil Marotta  
General Counsel

Moved: D. Chaqour  
Seconded: L. Marte

	Yes	No	Abstain	Absent
Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chaqour	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leonard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marte	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rivera	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rosario	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
White	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

# Resolution #2021-134

## 2021 ADOPTED BUDGET RESOLUTION

This resolution is for Adoption of the Budget Only Don't use for introduction of the Budget

Note Fill in the name of Each Commissioner and indicate their recorded Vote

### UNION CITY PARKING AUTHORITY


FISCAL YEAR: FROM: 1.1.21 TO: 12.31.21

WHEREAS, the Annual Budget and Capital Budget/Program for the UNION CITY PARKING AUTHORITY for the fiscal year beginning on 01.01.2021 and ending 12.31.2021 has been presented for adoption before the governing body of the UNION CITY PARKING AUTHORITY at its open public meeting of April 20<sup>th</sup> 2021; and

WHEREAS, the Annual Budget Page F-1 and Capital Budget page CB-3 as presented for adoption reflects each item of revenue Budget page F-2 and appropriation budget page F-4 in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of UNION CITY PARKING AUTHORITY, at an open public meeting held on April 20, 2021 that the Annual Budget and Capital Budget/Program of the UNION CITY PARKING AUTHORITY for the fiscal year beginning, 01.01.21 and, ending, 12.31.21 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

  
\_\_\_\_\_  
(Secretary's Signature)

\_\_\_\_\_  
(Date)

Governing Body

Recorded Vote

Member:	Aye	Nay	Abstain	Absent
Tiffpahny White	✓			
Daisy Rivera				✓
Benigno Rosario	✓			
Teresa Adams	✓			
Omar Chaqour	✓			
Elsa Leonard	✓			
Ligia Marte	✓			

Note Fill in the name of Each Commissioner and indicate their recorded Vote

UNION CITY PARKING AUTHORITY CERTIFICATION OF THE ANNUAL AUDIT

Resolution #2021-035

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year January 1, 2019 through December 31, 2019 has been filed by a Registered Municipal Accountant with the *Board* pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

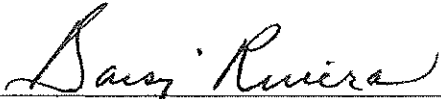
WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the *Board of Commissioners* of the Union City Parking Authority, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON APRIL 20, 2021.

  
Daisy Rivera, Secretary

Resolution #2021-035 Cont'd

Moved:  
Seconded:

D. Chaqour  
L. Marte

	Yes	No	Abstain	Absent
Adams	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chaqour	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leonard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marte	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rivera	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Rosario	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
White	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



UNION CITY PARKING AUTHORITY

Resolution #2021-036

Resolution Approving and Accepting January 1, 2019 through December 31, 2019, Corrective Action Plan

WHEREAS, the January 1, 2019 through December 31, 2019 Annual Audit of the Union City Parking Authority, conducted by GARBARINI & CO. PC CPAs/RMAs, contained certain recommendations requiring action; and

WHEREAS, these recommendations have been reviewed by the Authority's Director and Accountant; and:

WHEREAS, the Accountant, in accordance with the requirements promulgated by the New Jersey Division of Local Government Services, has developed a plan to address the recommendations listed by the auditor.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Union City Parking Authority hereby approve and accept the attached Corrective Action Plan for the January 1, 2019 through December 31, 2019 Annual Audit; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution, along with the Corrective Action Plan, be forwarded to the Director of Local Government Services.

Adopted: April 20, 2021

I hereby certify that the Union City Parking Authority duly Adopted the foregoing on April 20, 2021

Neil Marotta
General Counsel

Moved: D. Chaqour
Seconded: C. Martle

Table with 5 columns: Name, Yes, No, Abstain, Absent. Rows include Adams, Chaqour, Leonard, Marte, Rivera, Rosario, White.

Corrective Action Plan in response to the year ended December 31, 2019 Annual Audit Report

Name of Authority: Union City Parking Authority  
County: Hudson  
Type of Audit: Independent Audit January 1, 2019 – December 31, 2019

FINDINGS AND RECOMMENDATIONS

**FINDING 19-01:** The Authority does not maintain a physical inventor of fixed assets according to N.J.A.C.5:30-5.

**Recommendation:** The Authority implement and monitor controls to maintain a physical inventor of fixed assets.

**Corrective Actions:** The Authority is currently requesting quotes for a complete fixed assets inventory of fixed assets from appraisal companies.

**Implementation Date:** Currently implemented.

**FINDING 19-02:** There were six (6) instances that price quotations should have been obtained prior to making purchase.

**Recommendation:** The requisition process should include obtaining price quotations for purchases over the threshold.

**Corrective Actions:** The Authority will implement an internal control system for all quotes and bids as required by N.J.S.A.40A:11.

**Implementation Date:** Currently being implemented.

COMMENTS AND RECOMMENDATIONS

**Comment 19-03:** There were several instances that monies were not deposited within 48 hours to comply with N.J.S.A. 40A:5-15.

**Recommendation:** That all monies collected must be deposited within 48 hours of receipt.

**Corrective Actions:** The majority of instances that monies were not deposited within the 48 hours occurred due to the bank requirement that only allows for increments of \$500 be put in the bank locked bags. Therefore, leaving the remaining coins to be deposited at a later day.

**Implementation Date:** Currently correcting with the bank.