

MORRISTOWN PARKING AUTHORITY

REGULAR MEETING
September 17, 2025

AGENDA

Statement: Open Public Meetings Act

Call to Order:

Pledge of Allegiance:

Approval of Minutes:

Minutes of the August 20, 2025, Regular and Executive Session of the Regular Meeting

Public Comments:

Presentation:

Town Council Liaison's Report:

Parking Consultant's Report:

Executive Director Report:

Old Business/New Business:

Executive Session:

Contractual Matters
Personnel Matters

Official Action Items:

Resolution No. 2025-077: RESOLUTION AUTHORIZING THE PAYMENT OF BILLS

**Resolution No. 2025-078: RESOLUTION AUTHORIZING THE PAYMENT OF BILLS
RELATED TO THE DEHART LOT OPERATION**

**Resolution No. 2025-079: RESOLUTION OF THE PARKING AUTHORITY OF THE
TOWN OF MORRISTOWN ADOPTING THE 2024 AUDIT CORRECTIVE ACTION
PLAN CERTIFICATION**

**Resolution No. 2025-080: RESOLUTION CONCERNING REVIEW OF FINDINGS AND
RECOMMENDATIONS OF THE LOCAL FINANCE BOARD MADE AT A MEETING
OF SAID BOARD ON JUNE 11, 2025 IN CONNECTION WITH THE TOWN
GUARANTEED PROJECT NOTES, SERIES 2025 IN ACCORDANCE WITH N.J.S.A.
40A:5A-6**

Resolution No.2025-081: CERTIFYING THAT NET REVENUES FOR YEAR 2024 SHALL AT LEAST EQUAL THE NET REVENUE REQUIREMENT AS ESTABLISHED UNDER SECTION 7.06 AND 7.06(b) – GENERAL RESOLUTION OF THE MORRISTOWN PARKING AUTHORITY REVENUE BONDS SERIES 2017 A, 2017 B, AND 2017 C, SERIES 2021, AND SERIES 2023

Resolution No. 2025-082: PARKING AUTHORITY OF MORRISTOWN TOWN GUARANTEED PROJECT NOTE RESOLUTION

Adjournment:

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE PARKING AUTHORITY OF THE TOWN OF MORRISTOWN, HELD THURSDAY, AUGUST 20, 2025, AT THE OFFICES OF THE PARKING AUTHORITY, 14 MAPLE AVENUE, SUITE 101, MORRISTOWN, NEW JERSEY, AT 6:00 P.M. PREVAILING TIME

The meeting was called to order by Commissioner Knapik, who then announced that adequate notice of the Regular Meeting of The Parking Authority of the Town of Morristown was provided by notice to The Daily Record and The Star-Ledger, filed with the Executive Director of the Parking Authority of the Town of Morristown, posted on the Bulletin Board at the Parking Authority Office Building, and mailed to any person who has requested and prepaid established fee for such mailing. In addition, subsequent notice was made with the instructions for accessing the virtual meeting by Zoom. Such notice was sent to the newspapers and listed on the official website of the Town of Morristown.

Present: Chairperson Lloyd, Commissioners Garibian & Kirk

Also Present: Nicole Fox - Executive Director, Gregory Deal – Director of Facilities, Jason Sicira - Director of Financial Operations, Eric Cantos – Executive Administrative Assistant, Marina Stinely, Esq. of Clearly, Giacobbe, Alfieri, Jacobs, LLC, and MPA Auditor Paul Cuva from Wielkotz & Company LLC.

Absent: Commissioner Tighe & Knapik

Commissioner Lloyd led a salute to the flag.

At this point, Ms. Fox presented the Minutes of the July 16, 2025, Regular Meeting and the Executive Session Minutes. The Regular Meeting and Executive Session minutes were accepted for the record on the following vote:

Ayes: Commissioners Garibian and Kirk.
Nays: None
Absent: Commissioner Knapik and Tighe.
Abstain: Chairperson Lloyd

Public Comment

Mr. Billy Walsh, owner of Dehart Associates LLC, attended the meeting to discuss concerns related to billing from the October 12, 2024, and May 3, 2025, events for the use of the Dehart Lot.

The Commissioners responded that they would discuss it further in Executive Session.

Mayor's Report/Town Council Liaison Report

None

Auditors Report

Paul Cuva, the Authority's Auditor from Wielkotz & Company LLC, presented the 2024 Audit Report to the commissioners and MPA staff in attendance. The Auditor reviewed the budgeted vs actual revenues with the Board. The Auditor also discussed the designated and undesignated net position as of 12/31/2024.

Executive Director Report

The Executive Director reported that the Authority has engaged with several vendors to explore options for a new phone system. She noted that the current Panasonic system is obsolete, as

handsets and phone systems are no longer supported. The Authority obtained two proposals and is anticipating receiving a third.

Regarding the Dumont & Pine Property Acquisition, the Executive Director anticipated an October 2025 closing.

Ms. Fox reported that the Solar EV project is nearing completion. EV chargers are expected to be installed and activated soon. She also noted that remediation repairs at the Dalton Garage are underway, and the condition assessments for the Dehart & Ann Bank garages have been completed, with DeHart's report being finalized soon, while Ann Bank's Report was finalized and sent to the county.

The Executive Director informed the board that the Authority will have its budget workshop meeting on September 17, 2025, at 4:30 pm followed by its regular meeting at 6 pm.

Lastly, Ms. Fox reported that the Authority is recruiting for a Property Manager and PARCS Supervisor, while the Maintenance position has been filled.

On motion of Chairperson Lloyd, and seconded by Commissioner Kirk, the Board voted to enter Executive Session on the following vote:

Ayes: Chairperson Lloyd and Commissioners Garibian and Kirk.
Nays: None
Absent: Commissioner Knapik and Tighe

On motion of Chairperson Lloyd, and seconded by Commissioner Garibian, the Board voted to close Executive Session on the following vote:

Ayes: Chairperson Lloyd and Commissioners Garibian and Kirk.
Nays: None
Absent: Commissioner Knapik and Tighe

OFFICIAL ACTION ITEMS:

The following Resolutions were presented for action, bundled for a consent agenda. On motion of Commissioner Knapik, seconded by Commissioner Garibian, Resolutions 2025-072 – 2025-075 were approved on the following vote:

Ayes: Chairperson Lloyd and Commissioners Garibian and Kirk.
Nays: None
Absent: Commissioner Knapik and Tighe.

The Consent Resolutions were as follows:

Resolution No. 2025-072: RESOLUTION AUTHORIZING THE PAYMENT OF BILLS

Resolution No. 2025-073: RESOLUTION AUTHORIZING THE PAYMENT OF BILLS RELATED TO THE DEHART LOT OPERATION

Resolution No. 2025-074: RESOLUTION INCREASING BID THRESHOLD FOR

CONTRACTS SUBJECT TO PUBLIC BIDDING UNDER LOCAL PUBLIC CONTRACTS
LAW

Resolution No. 2025-075: RESOLUTION CONFIRMING REVIEW OF ANNUAL AUDIT
REPORT FOR THE FISCAL YEAR ENDED DECEMBER 31, 2024

On motion of Commissioner Garibian, and seconded by Commissioner Kirk, the Resolution was
accepted on the following vote:

Ayes: Chairperson Lloyd and Commissioners Garibian and Kirk
Nays: None
Absent: Commissioner Knapik and Tighe.

Additional Resolutions:

Commissioner Lloyd made a motion to add Resolution No. 2025-076, subject to the execution of
a Facility Use Contract, updated Certificate of Insurance and payment of outstanding balances.
Commissioner Garibian seconded the motion.

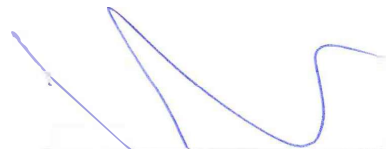
Resolution No.2025-076: RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO
EXECUTE A PARKING LOT LICENSE AGREEMENT WITH 21 SOUTH STREET JOINT
VENTURE, LLC AND DEHART ASSOCIATES LLC D/B/A HOMESTEAD BAR AND
KITCHEN FOR THE PARKING LOT LOCATED AT 12 DEHART STREET

Ayes: Chairperson Lloyd and Commissioners Garibian and Kirk
Nays: None
Absent: Commissioner Knapik and Tighe.

New Business

The Commissioners determined that fees charged to DeHart Associates LLC related to the
October 12, 2024, Event would be dismissed due to lack of support.

On the motion of Chairperson Lloyd, seconded by Commissioner Kirk, the meeting was adjourned.



Christopher Leon Garibian, Secretary

RESOLUTION NO. 2025-077

RESOLUTION AUTHORIZING THE PAYMENT OF BILLS

BE IT RESOLVED by the PARKING AUTHORITY OF THE TOWN OF MORRISTOWN, that the following bills or items of demand, in the total sum of \$556,856.08 authorized and approved for payment of Operating Fund.

BE IT FURTHER RESOLVED that the Parking Authority of the Town of Morristown has determined that adequate funds are available and committed for the purposes described herein.

BE IT FURTHER RESOLVED that a check or checks of the Authority, drawn on ConnectOne Bank payable to the parties claiming payment in the amounts due on said bills or items of demand, as included in the attached Exhibit A and incorporated by reference herein, be executed in the name of the Authority by its Chairperson and/or its Vice Chairperson and its Executive Director, Director of Facilities or Director of Financial Operations for a total of three signatures.

This resolution shall take effect immediately.

I hereby certify the above to be a true copy of a Resolution adopted by the Parking Authority of the Town of Morristown this 17th day of September, 2025.



Christopher Leon Garibian, Secretary

Governing Member:	Aye	Nay	Abstain	Absent
Commissioner Garibian				
Commissioner Kirk				
Commissioner Knapik				
Commissioner Lloyd				
Commissioner Tighe				

RESOLUTION NO. 2025-078

**RESOLUTION AUTHORIZING THE PAYMENT OF BILLS RELATED TO
THE DEHART LOT OPERATION**

BE IT RESOLVED by the PARKING AUTHORITY OF THE TOWN OF MORRISTOWN that the following bills or items of demand, in the total sum of \$12,381.60, are approved for payment of DeHart Lot Operation.

BE IT FURTHER RESOLVED that the Parking Authority of the Town of Morristown has determined that adequate funds are available and committed for the purposes described herein.

BE IT FURTHER RESOLVED that a check or checks of the Authority, drawn on Peapack Gladstone payable to the parties claiming payment in the amounts due on said bills or items of demand, as included in the attached Exhibit A and incorporated by reference herein, be executed in the name of the Authority by its Chairperson and/or its Vice Chairperson and its Executive Director, Director of Facilities or Director of Financial Operations for a total of three signatures.

This resolution shall take effect immediately.

I hereby certify the above to be a true copy of a Resolution adopted by the Parking Authority of the Town of Morristown, this 17th day of September 2025.



Christopher Leon Garibian, Secretary

Governing Member:	Aye	Nay	Abstain	Absent
Commissioner Garibian				
Commissioner Kirk				
Commissioner Knapik				
Commissioner Lloyd				
Commissioner Tighe				

RESOLUTION NO. 2025-079

RESOLUTION OF THE PARKING AUTHORITY OF THE TOWN OF MORRISTOWN ADOPTING THE 2024 AUDIT CORRECTIVE ACTION PLAN CERTIFICATION

WHEREAS, by Resolution the Commissioners of the Parking Authority of the Town of Morristown have certified that they have received the 2024 annual audit and have personally reviewed the audit, and have specifically reviewed the sections of the annual audit report entitled “General Comments” and “Recommendations” in accordance with N.J.S.A. 40A: 5A-17; and

WHEREAS, the Audit includes Comments and Recommendations requiring action by the Authority; and

WHEREAS, N.J.A.C. 5:31-7.6(i) requires a “corrective action plan, in the form of a resolution, to be adopted by the members of the governing body with respect to Comments and Recommendations made in the audit, shall be filed forthwith the Division within 45 days of receipt of the annual audit”; and

WHEREAS, the Authority has prepared a corrective action plan addressing these Comments and Recommendations; and

WHEREAS, the Commissioners of the Authority have reviewed this 2024 Corrective Action Plan (attached hereto).

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Parking Authority of the Town of Morristown, the following:

1. The Commissioners hereby approve and adopt the 2024 Corrective Action Plan.
2. The Secretary of the Authority is hereby directed to promptly submit to the Director of the Division of Local Government Services this Corrective Action Plan, accompanied by a certified true copy of this resolution.

This resolution shall take effect immediately.

I hereby certify the above to be a true copy of a Resolution adopted by the Parking Authority of the Town of Morristown, this 17th day of September, 2025.



Christopher Leon Garibian, Secretary

Governing Member:	Aye	Nay	Abstain	Absent
Commissioner Garibian	✓		✓	
Commissioner Kirk	✓			
Commissioner Knapik	✓			
Commissioner Lloyd	✓			
Commissioner Tighe	✓			

RESOLUTION NO. 2025-080

RESOLUTION CONCERNING REVIEW OF FINDINGS AND RECOMMENDATIONS OF THE LOCAL FINANCE BOARD MADE AT A MEETING OF SAID BOARD ON JUNE 11, 2025 IN CONNECTION WITH THE TOWN GUARANTEED PROJECT NOTES, SERIES 2025 IN ACCORDANCE WITH N.J.S.A. 40A:5A-6

WHEREAS, the findings and recommendations issued by the Local Finance Board, Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Local Finance Board"), held on June 11, 2025, on the project financing of the Parking Authority of the Town of Morristown (the "Authority") have been filed with the Secretary of the Authority, and a copy has been received by each member of the governing body; and

WHEREAS, N.J.S.A. 40A:5A-7 requires that the governing body of the Authority, within 45 days of receipt of the Local Finance Board's findings and recommendations on the proposed project financing, shall certify by resolution to the Local Finance Board that each member thereof has personally reviewed the findings and recommendations; and

WHEREAS, each member of the governing body of the Authority has personally reviewed each of the Local Finance Board's findings and recommendations on the proposed project financing as evidenced by the attached group affidavit of the governing body; and

WHEREAS, failure to comply with this requirement may subject the members of the Authority to the penalty provisions of N.J.S. 52:27BB-52;

NOW, THEREFORE, BE IT RESOLVED that the governing body of the Parking Authority of the Town of Morristown hereby states that it has complied with the requirements of N.J.S. 40A:5A-7 and does hereby direct the Secretary of the Authority to submit a certified copy of this resolution and the required affidavit to the Local Finance Board to evidence said compliance.

Motion by Lloyd , Seconded by Kirk ,

I hereby certify the above to be a true copy of a Resolution adopted by the Parking Authority of the Town of Morristown, this 17th day of September 2025.



Christopher Leon Garibian, Secretary

Governing Member:	Aye	Nay	Abstain	Absent
Commissioner Garibian			✓	
Commissioner Kirk	✓			
Commissioner Knapik	✓			
Commissioner Lloyd	✓			
Commissioner Tighe	✓			

GROUP AFFIDAVIT FORM

CERTIFICATION OF GOVERNING BODY


State of New Jersey
County of Morris

We, the members of the governing body of the Parking Authority of the Town of Morristown of full age, being duly sworn according to law, upon our oath depose and say:

1. We are duly appointed members of the Parking Authority of the Town of Morristown.
2. We certify that, pursuant to N.J.S. 40A:5A-7, we have personally reviewed the June 14, 2025 findings and recommendations of the Local Finance Board on the proposed financing by the Parking Authority of the Town of Morristown for the issuance of the Federally Taxable Town Guaranteed Parking Revenue Bonds, Series 2025.


CARY LLOYD, CHAIRPERSON

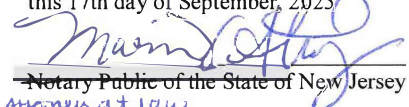

RICHARD L. TIGHE, VICE CHAIRPERSON


LUCILLE KNAPIK, TREASURER


CHRISTOPHER LEON CARIBIAN, SECRETARY


CHRIS KIRK, AST. SECRETARY/TR SURER

Sworn to and subscribed before me
this 17th day of September, 2025


Notary Public of the State of New Jersey
Attorney at Law
ID# 270882019

The Secretary of the Authority shall set forth the reason for the absence of signature of any members of the governing body.

This affidavit must be sent to the Division of Local Government Services, CN 258, Trenton, N.J. 08625 within 45 days of receipt of the Local Finance Board's findings and recommendations on the proposed project financing.

RESOLUTION NO. 2025-081

CERTIFYING THAT NET REVENUES FOR YEAR 2025 SHALL AT LEAST EQUAL THE NET REVENUE REQUIREMENT AS ESTABLISHED UNDER SECTION 7.06 AND 7.06(b) – GENERAL RESOLUTION OF THE MORRISTOWN PARKING AUTHORITY REVENUE BONDS SERIES 2017 A, 2017 B, AND 2017 C, SERIES 2021, AND SERIES 2023

WHEREAS, the Parking Authority, pursuant to Article VII Section 7.06 and 7.06 (b) – General Resolution (Morristown Parking Authority Revenue Bonds Series 2017A, 2017 B and 2017 C, Series 2021 and Series 2023) is obligated to certify as to the financial status of the Parking Authority based on a review of the operation, performance and financial performance of the Parking Authority; and

WHEREAS, the Executive Director has reported to the Parking Authority Commissioners that, based upon a review of the Level G Associates, LLC, Annual Report, dated September 2025, page 13, Table 2, and page 19, “2025 Debt Service Coverage Projected”, that details the performance of the system; and

WHEREAS, the Executive Director has reported that based upon her knowledge of the operations, performance and financial performance of the Parking Authority, the Parking Authority is sound.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Parking Authority of the Town of Morristown, as, follows:

1. The Authority has determined that it continues to fix, impose, charge, and collect tolls, fares, fees, and other charges for the use of the Parking Facilities as shall be required so that in each fiscal year, revenue shall at least equal the Net Revenue Requirement for such year; and
2. That the Executive Director is directed to certify this information to the trustee for the bonds and to take actions to continue to ensure that the obligations of said General Resolution – Article VII Section 7.06 and 7.06 (b) continue to be met.

I certify that the foregoing is a true copy of a Resolution introduced and adopted by the Parking Authority of the Town of Morristown at a meeting held on September 17, 2025.

Christopher Lehoucq, Secretary

Governing Member:	Aye	Nay	Abstain	Absent
Commissioner Garibian			✓	
Commissioner Kirk	✓			
Commissioner Knapik	✓			
Commissioner Lloyd	✓			
Commissioner Tighe	✓			

RESOLUTION NO. 2025-082

PARKING AUTHORITY OF THE TOWN OF MORRISTOWN

TOWN GUARANTEED PROJECT NOTE RESOLUTION

Adopted on September 17, 2025

I hereby certify the above to be a true copy of a Resolution adopted by the Parking Authority of the Town of Morristown this 17th day of September 2025



Christopher Leon Garibian, Secretary

Governing Member:	Aye	Nay	Abstain	Absent
Commissioner Garibian			✓	
Commissioner Kirk	✓			
Commissioner Knapik	✓			
Commissioner Lloyd	✓			
Commissioner Tighe	✓			