

**Agenda**  
**New Brunswick Parking Authority**  
**August 28, 2019**

- A. Call to Order
- B. Read Public Notice
- C. Minutes from July 2019 Regular Board Meeting
- D. Executive Director's Report
- E. Committee Reports
  - 1. Finance
  - 2. Legal
- F. Public Comment
- G. Board Discussion
- H. Resolutions
  - 1. Payment Resolution for August 2019
  - 2. Resolution authorizing auction of surplus vehicles
- I. Old Business
- J. New Business
- K. Closed Session
  - 1. Legal
  - 2. Personnel
- L. Open Session
- M. Adjourn

**Minutes of a Regular Board Meeting  
August 28, 2019**

A Regular Meeting of the New Brunswick Parking Authority was held on August 28, 2019 in the conference room of the New Brunswick Parking Authority located at 106 Somerset Street, New Brunswick, New Jersey. Chairman Kevin McTernan called the meeting to order at 5:00 p.m.

Mr. McTernan read the Public Statement as required by P.L. 1975.

<b>Commissioners in Attendance:</b>	Kevin McTernan Louis Garlatti, Jr. Edwin Keefe Andrea Eato-White	Chairman Treasurer Secretary Commissioner
<b>Legal in Attendance:</b>	Ruben Perez	General Counsel
<b>NBPA Personnel in Attendance:</b>	Mitchell Karon Bright Rajaratman Stephanie Hart	Executive Director Chief Financial Officer Human Resources Manager
<b>Not In Attendance:</b>	Tony Caputo	1 <sup>st</sup> Vice Chairman

**Minutes**

On motion of Mr. Keefe, seconded by Mrs. Eato-White, the Board approved the minutes of the July 2019 Regular Board Meeting. Vote: 4-yes, 0-no, 0-abstain, 1-absent (Caputo).

**Executive Director's Report**

Mr. Karon reports the grand opening of the Performing Arts Garage will be next Wednesday, September 4<sup>th</sup>, at 5:00pm.

Work for the 2019 restoration project is about 70% complete and is expected to be fully completed within the next month.

Redd's Biergarten had a soft opening on August 15<sup>th</sup>.

The City Hall Lot was converted from a pay-by-space to a pay-by-license plate lot yesterday.

After analyzing the demand for on-street parking on Kirkpatrick Street, the NBPA decided to convert the spaces to metered spaces. The meters will be in effect from 8am – 8pm, Monday-Saturday and will have the same progressive rates as the meters in the downtown area. This change needs to be approved by City Council.

The NBPA is looking to make the Wells Fargo Lot a park mobile only lot. The lot was primarily used for 1-hour parking for the supermarket.

The NBPA will be removing meters on George Street across from the Rutgers Public Safety Building. They will become special permit parking spaces for teachers in the area. Permit parking will be in effect

8am – 4pm, Monday – Friday. The spaces will be open parking at no charge during other hours. It is the hope that this change will open up residential parking spaces that were being utilized by teacher. This will need to be approved by City Council.

### **Finance**

Mr. Rajaratnam states that all Board members received a copy of the unaudited July 2019 financial statement and balance sheet.

The year-to-date revenue is \$19.6 million, which is 3.5% higher than the budget. The year-to-date expenses is \$12.2 million, which is 1.9% less than the budget.

NBPA has begun working on the 2020 budget.

### **Legal**

No Legal to Report.

### **Public Comment**

A member of the Public asks what type of prevention measures there will be at the Performing Arts Garage to prevent suicide. The Board advises that the garage meets building code with walls that are 42 inches high.

A member of the Public asks if there is an update on tenants for the supermarket space. The Board advises that there is interest in the space, but the Authority cannot speak about them at this time. A member of the Public suggests a crosswalk from Route 27 to Kirkpatrick Street to make the site more appealing.

A member of the Public asks if the August debt payment was made and if it will be put towards the \$390 million debt. Mr. Rajaratnam advises that it is expected to and the NBPA will get confirmation in September.

A member of the Public asks if there is any update on the Ferren Site. The Board advises that there is no update.

A member of the Public asks if the permit parking for teachers on George Street is only on school days. Mr. Karon confirms it is only in effect when school is in session.

A member of the Public inquires why the decision was made to make the Wells Fargo lot only Parkmobile. The Board states that the Ferren site and area is being redeveloped, so instead of investing in costly equipment, this will be little to no cost.

### **Board Discussion**

No Board Discussion.

### **Resolutions**

On motion of Mrs. Eato-White, seconded by Mr. Keefe, the Board approved the Payment Resolution for August 2019. Vote: 4 - yes, 0- no, 0- abstain, 1 – absent (Caputo).

On motion of Mr. Garlatti, seconded by Mr. Keefe, the Board approved the Resolution Authorizing Auction of Surplus Vehicle. Vote: 4 - yes, 0- no, 0- abstain, 1 – absent (Caputo).

**Old Business**

No Old Business

**New Business**

No New Business

**Adjourn**

On motion of Mr. Keefe, seconded by Mrs. Eato-White, the Board adjourned at 5:11pm.  
Vote: 4 - yes, 0- no, 0- abstain, 1 – absent (Caputo).

  
\_\_\_\_\_  
Edwin Keefe  
Secretary

The Parking Authority of the City of New Brunswick  
August 2019 Resolution of Operating Expenditures

The following expenditures are necessary for the Authority operations  
and are provided for within the annual budget then applicable:

CHECKS	VENDOR NAME	DATE	AMOUNT
WIRE	PENSION	08/07/2019	22,000.00
WIRE	HEALTH BENEFITS	08/14/2019	79,535.60
WIRE	HEALTH BENEFITS - RETIREES	08/14/2019	3,229.14
WIRE	FSA TRANFERS 1/9/19-8/21/19	08/07/2019	8,074.15
WIRE	PAYROLL ACCOUNT	08/07/2019	114,163.17
WIRE	PAYROLL ACCOUNT	08/21/2019	110,820.79
0072427	CONCEPCION SALDANA-A	08/01/2019	135.50
0072428	AFLAC	08/01/2019	880.92
0072429	CABLEVISION/ADMIN	08/01/2019	746.38
0072430	CABLEVISION/ALTICE B	08/01/2019	2,437.65
0072431	CABLEVISION/WELLNESS	08/01/2019	170.87
0072432	CITY OF NEW BRUNSWIC	08/01/2019	1,724.00
0072433	MESCHICA CRAWLEY	08/01/2019	45.59
0072434	ECS	08/01/2019	1,193.75
0072435	INTERNATIONAL PARKIN	08/01/2019	595.00
0072436	KEEP MIDDLESEX MOVIN	08/01/2019	100.00
0072437	HELEN KOLIAS	08/01/2019	135.50
0072438	METLIFE SBC	08/01/2019	2,614.17
0072439	NATIONAL GUARDIAN LI	08/01/2019	287.52
0072440	VERIZON	08/01/2019	726.95
0072441	VERIZON CABS	08/01/2019	357.03
0072442	VERIZON CABS	08/01/2019	626.74
0072443	VERIZON CABS	08/01/2019	1,253.49
0072444	YEHUDA ILAN	08/07/2019	75.00
0072445	AMERICAN TIRE DISTRI	08/07/2019	659.52
0072446	CABLEVISION/PSD	08/07/2019	40.22
0072447	CINTAS FIRST AID & S	08/07/2019	216.54
0072448	CONSTELLATION NEWENE	08/07/2019	3.87
0072449	HARTFORD STEAM BOILE	08/07/2019	580.00
0072450	HOME DEPOT CREDIT SE	08/07/2019	149.00
0072451	YEHUDA ILAN	08/07/2019	75.00
0072452	KLEAN COM LLC	08/07/2019	5,598.66
0072453	METLIFE 457B	08/07/2019	600.00
0072454	NEW JERSEY FAMILY SU	08/07/2019	220.00
0072455	MIDDLESEX COUNTY SHE	08/07/2019	68.99
0072456	NEW JERSEY FAMILY SU	08/07/2019	270.00
0072457	NEW JERSEY FAMILY SU	08/07/2019	274.00

The Parking Authority of the City of New Brunswick  
 August 2019 Resolution of Operating Expenditures

0072458	PSE&G/WELLNESS ELECT	08/07/2019	8,368.67
0072459	PSEG/MAIN ACCOUNT	08/07/2019	32,194.77
0072460	STAR QUALITY CLEANER	08/07/2019	170.45
0072461	JOHN WALLING COURT O	08/07/2019	18.58
0072462	TRAX CAR WASH	08/07/2019	2,160.00
0072463	CITY OF NEW BRUNSWIC	08/14/2019	119.84
0072464	FRANK'S HARDWARE &	08/14/2019	221.48
0072465	HIRERIGHT LLC	08/14/2019	391.37
0072466	INTEGRATED TECHNICAL	08/14/2019	60.00
0072467	TEAMSTERS LOCAL 4069	08/14/2019	415.00
0072468	VERIZON WIRELESS	08/14/2019	1,618.14
0072469	VERIZON/WELLNESS	08/14/2019	405.70
0072470	ROSCOE DAVIS	08/28/2019	420.00
0072471	BRENDA WALL	08/28/2019	20.00
0072472	CHRIS KELLEHER	08/28/2019	210.00
0072473	BRIAN LALIBERTE	08/28/2019	35.00
0072474	CHRIS COY	08/28/2019	90.00
0072475	GLENN CONTRERAS	08/28/2019	70.00
0072476	GREGORY SAVAD	08/28/2019	55.00
0072477	JERRETT MCGHEE	08/28/2019	5.00
0072478	LISA D SCOTT	08/28/2019	4.00
0072479	PANICOS	08/28/2019	125.00
0072480	ALOK SINGH	08/28/2019	155.00
0072481	NARENDRA PAI	08/28/2019	120.00
0072482	DAVID DOLAN	08/28/2019	3.00
0072483	RINKU DATTA	08/28/2019	180.00
0072484	JAYRAJ DESAI	08/28/2019	180.00
0072485	ADIBA ANAM	08/28/2019	90.00
0072486	ANAHE MENDOZA	08/28/2019	77.50
0072487	ARIC PATEL	08/28/2019	77.50
0072488	BRITTANY RAPPLEYEA	08/28/2019	150.00
0072489	DANIEL NIKOLTCHEV	08/28/2019	77.50
0072490	BENJAMIN SHIM	08/28/2019	160.00
0072491	HIRAK PATEL	08/28/2019	180.00
0072492	JAKE NAUMAN	08/28/2019	77.50
0072493	JOSHUA KURAS	08/28/2019	90.00
0072494	IAN JARIN	08/28/2019	90.00
0072495	KEJUN HU	08/28/2019	77.50
0072496	RICHARD VINGARA	08/28/2019	4.00
0072497	ADVANCED BUSINESS CO	08/28/2019	2,504.42
0072498	ADVANZA TECHNOLOGIES	08/28/2019	1,175.05
0072499	ALLIED FIRE & SAFETY	08/28/2019	2,060.90
0072500	A LOT MEDIA	08/28/2019	4,353.69
0072501	AMERICAN TIRE DISTRI	08/28/2019	493.64
0072502	AMERICAN SHREDDER	08/28/2019	40.00
0072503	ADIBA ANAM	3 08/28/2019	180.00

The Parking Authority of the City of New Brunswick  
 August 2019 Resolution of Operating Expenditures

0072504	BIER ASSOCIATES	08/28/2019	1,875.00
0072505	LEONARD T. BIER	08/28/2019	5,043.00
0072506	BENJAMIN BOOTHE	08/28/2019	85.00
0072507	TIMOTHY BRADLEY	08/28/2019	85.00
0072508	BRUNSWICK SIGN & EXH	08/28/2019	825.00
0072509	CABLEVISION/ALTICE B	08/28/2019	2,437.65
0072510	CENTRAL JERSEY PROPE	08/28/2019	8,200.00
0072511	SOLTERRA RECYCLING S	08/28/2019	769.82
0072512	SOLTERRA RECYCLING S	08/28/2019	1,436.00
0072513	KATHERINE CHANEY	08/28/2019	180.00
0072514	AKHIL CHANDRA	08/28/2019	180.00
0072515	CIRCLE JANITORIAL SU	08/28/2019	1,884.06
0072516	CJCDC	08/28/2019	1,600.00
0072517	CJSCA	08/28/2019	250.00
0072518	CLEAN MAT SERVICES L	08/28/2019	344.80
0072519	CITY OF NEW BRUNSWIC	08/28/2019	27,151.13
0072520	JACQUELYN CUZZOCREA	08/28/2019	160.00
0072521	DIGITAL PRINTING SYS	08/28/2019	6,180.50
0072522	EASTERN ARMORED SERV	08/28/2019	2,319.00
0072523	ECS	08/28/2019	875.00
0072524	EHRlich	08/28/2019	62.00
0072525	JORGE FAMILIAR AVALO	08/28/2019	155.00
0072526	F&G MECHANICAL	08/28/2019	1,109.65
0072527	RALPH FOGLIA	08/28/2019	180.00
0072528	GALLS INCORPORATED	08/28/2019	307.90
0072529	CATHERINE GALLAGHER	08/28/2019	135.00
0072530	GEORGE ST HOLDINGS L	08/28/2019	2,207.78
0072531	GRAINGER, INC	08/28/2019	756.00
0072532	GREENER BY DESIGN	08/28/2019	170.00
0072533	GOLDMAN SACHS RENEWA	08/28/2019	3,445.53
0072534	TIMOTHY HAAHS & ASSO	08/28/2019	24,092.08
0072535	HICKS COMMUNICATIONS	08/28/2019	4,750.00
0072536	ANTAL HILBERT	08/28/2019	135.00
0072537	HUB PARKING	08/28/2019	14,077.26
0072538	KEJUN HU	08/28/2019	155.00
0072539	IN-LINE AIR CONDITIO	08/28/2019	73.24
0072540	IPS GROUP INC.	08/28/2019	8,830.06
0072541	IPT LLC	08/28/2019	15,132.52
0072542	JANE JACOB	08/28/2019	180.00
0072543	IAN JARIN	08/28/2019	180.00
0072544	ARPITA JINDANI	08/28/2019	180.00
0072545	KF MECHANICAL HEATIN	08/28/2019	11,297.50
0072546	JOSHUA KURAS	08/28/2019	180.00
0072547	CONNOR LEAHY	08/28/2019	180.00
0072548	LI JIAZHEN	08/28/2019	170.00
0072549	ELAINE LORENZO	4 08/28/2019	155.00

The Parking Authority of the City of New Brunswick  
 August 2019 Resolution of Operating Expenditures

0072550	GLORIA LYKES	08/28/2019	180.00
0072551	JULIA MALOS	08/28/2019	155.00
0072552	MARLIN BUSINESS BANK	08/28/2019	134.82
0072553	JERRETT MCGHEE	08/28/2019	155.00
0072554	ANAHE MENDOZA	08/28/2019	155.00
0072555	NEW JERSEY FAMILY SU	08/28/2019	220.00
0072556	MIDDLESEX COUNTY SHE	08/28/2019	68.99
0072557	NEW JERSEY FAMILY SU	08/28/2019	270.00
0072558	NEW JERSEY FAMILY SU	08/28/2019	274.00
0072559	DEBORAH MOORHOUSE	08/28/2019	180.00
0072560	MORRIS SIGN COMPANY	08/28/2019	8,105.00
0072561	MRI SERVICES	08/28/2019	90.88
0072562	JAKE NAUMANN	08/28/2019	155.00
0072563	THE NEW BRUNSWICK JA	08/28/2019	2,500.00
0072564	NETWORKFLEET	08/28/2019	570.00
0072565	DANIEL NIKOLTCHEV	08/28/2019	155.00
0072566	NYS CHILD SUPPORT	08/28/2019	21.18
0072567	PARKMOBILE USA INC	08/28/2019	4,034.95
0072568	THE PARTS AUTHORITY	08/28/2019	678.66
0072569	HIRAK PATEL	08/28/2019	175.00
0072570	ARIC PATEL	08/28/2019	155.00
0072571	PIERSON COMMERCIAL R	08/28/2019	8,319.60
0072572	PIERSON COMMERCIAL R	08/28/2019	66,569.16
0072573	JULIEN PIET	08/28/2019	155.00
0072574	PITNEY BOWES	08/28/2019	500.00
0072575	PRIMEPOINT LLC	08/28/2019	1,318.15
0072576	PSE&G/WELLNESS GAS	08/28/2019	15.46
0072577	RANDAZZO PAVING INC	08/28/2019	36,250.00
0072578	BRITTANY RAPPLEYEA	08/28/2019	135.00
0072579	RUTGERS UNIVERSITY	08/28/2019	3,036.96
0072580	SAL ELECTRIC CO INC	08/28/2019	2,636.78
0072581	SCHINDLER ELEVATOR C	08/28/2019	1,158.17
0072582	SECURA KEYSTORE	08/28/2019	809.57
0072583	SETON IDENTIFICATION	08/28/2019	449.80
0072584	HEMANTKUMAR SHAH	08/28/2019	170.00
0072585	BENJAMIN SHIM	08/28/2019	175.00
0072586	SIGNAL ELECTRIC CORP	08/28/2019	210.00
0072587	ALOK SINGH	08/28/2019	170.00
0072588	SIX WARD SERVICE CEN	08/28/2019	2,743.04
0072589	SOMERSET URBAN RENEW	08/28/2019	2,701.00
0072590	SOUTH JERSEY ENERGY	08/28/2019	1,410.00
0072591	SPECTROTEL	08/28/2019	480.15
0072592	STAPLES INC.	08/28/2019	199.99
0072593	STANDARD ELEVATOR CO	08/28/2019	1,512.64
0072594	STAPLES ADVANTAGE	08/28/2019	118.58
0072595	JOHN WALLING COURT O	5 08/28/2019	18.58



The Parking Authority of the City of New Brunswick  
 August 2019 Resolution of Operating Expenditures

0072596	SWIFT	08/28/2019	515.12
0072597	SMS VALET	08/28/2019	1,073.00
0072598	THYSSENKRUPP ELEVATO	08/28/2019	6,619.25
0072599	TIAA BANK	08/28/2019	169.32
0072600	TRIANGLE FIDELCO IND	08/28/2019	27,516.41
0072601	VENTEK INTERNATIONAL	08/28/2019	2,805.00
0072602	VERIZON	08/28/2019	311.50
0072603	VERIZON	08/28/2019	44.33
0072604	VERIZON/FAX	08/28/2019	52.05
0072605	VIBRA-TECH	08/28/2019	1,350.00
0072606	JEFFREY WANG	08/28/2019	180.00
0072607	WB MASON CO INC	08/28/2019	716.27
0072608	ELICC AMERICAS CORPO	08/28/2019	435.00
0072609	JASON ZHAI	08/28/2019	170.00
0072610	PATRICIA GOULD	08/28/2019	60.00
0072611	PETER VERRA	08/28/2019	20.00
0072612	LORI SCHALLER	08/28/2019	170.00
0072613	RAM CHINALA	08/28/2019	180.00
0072614	LAURA WRIGHT	08/28/2019	90.00
0072615	MARISSA GALLICCHIO	08/28/2019	85.00
0072616	MAX HIRSCH	08/28/2019	180.00
0072617	PRAJIT PATEL	08/28/2019	5.00
0072618	PIEDE LI	08/28/2019	90.00
0072619	NICOLA CONFUORTO	08/28/2019	13.00
0072620	PARITA PATEL	08/28/2019	5.00
0072621	SHREYA SRIVASTAVA	08/28/2019	90.00
0072622	RBIAI OUAZENE	08/28/2019	6.00
0072623	BRUNSWICK URGENT CAR	08/28/2019	1,690.00
0072624	LORI SCHALLER	08/28/2019	170.00
0072625	KEN CHIARELLA	08/28/2019	180.00
0072626	EHRlich	08/28/2019	64.00
0072627	STEPHEN EPSTEIN	08/28/2019	175.00
0072628	LATROY FORBES	08/28/2019	155.00
0072629	MARISA GALLICCHIO	08/28/2019	170.00
0072630	MAX HIRSCH	08/28/2019	180.00
0072631	TOOBA IMRAN	08/28/2019	170.00
0072632	MURTAZA KHAWAJA	08/28/2019	165.00
0072633	RACHEL KRUM	08/28/2019	165.00
0072634	ZHAO LI	08/28/2019	155.00
0072635	PEIDE LI	08/28/2019	180.00
0072636	REBECCA MALOS	08/28/2019	155.00
0072637	STEPHEN MARIANO	08/28/2019	170.00
0072638	MATRIX NEW ST GARAGE	08/28/2019	1,750.00
0072639	RAINONE COUGHLIN MIN	08/28/2019	5,212.70
0072640	SHUVANGI MITRA	08/28/2019	155.00
0072641	SARAH MORANO	6 08/28/2019	155.00

The Parking Authority of the City of New Brunswick  
August 2019 Resolution of Operating Expenditures

0072642	MARIAH SCOTT	08/28/2019	170.00
0072643	SEALCRETE CONTRACTIN	08/28/2019	89,305.29
0072644	MARK SOWINSKI	08/28/2019	155.00
0072645	SHREYA SRIVASTAVA	08/28/2019	180.00
0072646	LILY SUPLEE	08/28/2019	155.00
0072647	WILENTZ	08/28/2019	30,316.76
0072648	LAURA WRIGHT	08/28/2019	180.00
0072649	MEDAN YILMA	08/28/2019	155.00
0072650	PANPAN ZHANG	08/28/2019	170.00

**TOTAL CHECKS**

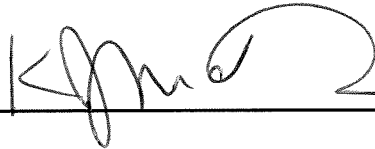
**895,288.50**

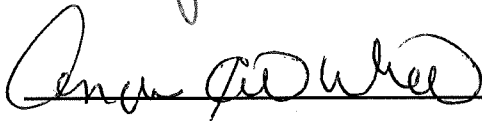
The Parking Authority of the City of New Brunswick  
August 2019 Resolution of Operating Expenditures

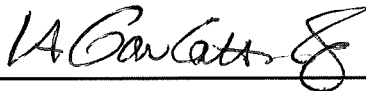
The estimated revenue operating fund expenditures which are noted below carry us through the next payment resolution. The following figures are for the period ending September 25, 2019.

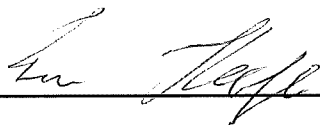
Payroll Estimate	09/04/19	112,500.00
Payroll Estimate	09/18/19	112,500.00
Prior Month Payroll Estimate		(234,000.00)
Total Disbursements		895,288.50

Total Resolution Amount 886,288.50

  
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**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION AUTHORIZING THE AUCTION OF  
SURPLUS VEHICLES**

**Whereas**, the New Brunswick Parking Authority has certain surplus property no longer needed for public use, a 2013 Jeep Patriot VIN#1C4NJRBBXDD245568 and a 2009 Jeep Grand Cherokee VIN#1J8GR48K59C536397; and

**Whereas**, P.L. 2001, c. 30, authorizes the sale of surplus property through the use of an online auction service; and

**Whereas**, the New Brunswick Parking Authority intends to utilize the online auction services of USGovBid; and

**Whereas**, the On-Line auction shall be conducted pursuant to the provisions of N.J.S.A. 40A:11-36 and New Jersey Local Finance Notice 2008-9; and

**Whereas**, the terms and conditions of the Agreement entered into by and between the New Brunswick Parking Authority and USGovBid shall be available in the Office of the New Brunswick Parking Authority's Purchasing Agent.

**Now Therefore Be It Resolved**, By The Board of The New Brunswick Parking Authority, as follows:

1. The following are hereby declared surplus property to be forthwith advertised for public sale pursuant to N.J.S.A. 40A: 11-36 and New Jersey Finance Notice 2008-09:
  - 2013 Jeep Patriot VIN#1C4NJRBBXDD245568
  - 2009 Jeep Grand Cherokee VIN# 1J8GR48K59C536397
2. That said items are to be sold via an On-Line auction to the highest bidder through the online auction website entitled USGovBid in accordance with New Jersey State Statutes and New Jersey Local Finance Notice 2008-09.

Passed and adopted at a regular meeting of the Board of Commissioners of the New Brunswick Parking Authority held on August 28, 2019

**VOTING RECORD**

<u>COMMISSIONERS</u>	<u>4 /YES</u>	<u>0 /NO</u>	<u>0 /ABSTAIN</u>	<u>1 /ABSENT</u>
Kevin McTernan	✓			
Anthony Caputo				✓
Louis Garlatti, Jr.	✓			
Edwin Keefe	✓			
Andrea Eato-White	✓			

I certify that the above record is an accurate recitation of the votes cast by the Board of Commissioners of the New Brunswick Parking Authority.

Dated: August 28, 2019

  
 Edwin Keefe, Secretary NBPA