

Agenda
New Brunswick Parking Authority
December 13, 2023

- A. Call to Order
- B. Read Public Notice
- C. Minutes from October 2023 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 December 2023
 - 2. Resolution Adopting the 2024 Authority Budget
 - 3. Resolution Approving Purchase of T2 Software through Sourcewell Cooperative
 - 4. Resolution Approving Purchase of TIBA PARCS through OMNIA Cooperative
 - 5. Resolution Approving Elevator Maintenance Contract
 - 6. Resolution to Approve CFO Financial Services for 2024
 - 7. Resolution to Approve Interim Executive Director for 2024
 - 8. Resolution Approving 2024 Salary Adjustments for Non-Union Employees
- I. Old Business
- J. New Business
- K. Closed Session
 - 1. Legal
 - 2. Personnel
- L. Open Session
- M. Adjourn

**Board Meeting Minutes
December 13, 2023**

A regular meeting of the New Brunswick Parking Authority was held on December 13, 2023, 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 of meeting on adequate notice as required by P. L. 1975.

Commissioners in Attendance:	Kevin McTernan	Chairman
	Maria Soto	Treasurer
	John Zimmerman	Commissioner

Legal in Attendance:	Aaron Rainone	General Counsel
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NBPA Personnel in Attendance:	Mitchell Karon	Executive Director
	Bright Rajaratnam	Chief Financial Officer
	Alexandra Perez	Human Resources Manager

Not in Attendance:	Tony Caputo	Vice Chairman
	Andrea Eato-White	Secretary

Minutes

On motion of Ms. Soto, seconded by Mr. Zimmerman, the board approved the October 2023 regular board meeting minutes. Vote: 3- yes, 0 - no, 0 - abstain, 2 - absent (Caputo and Eato-White).

Executive Director's Report

Mr. Karon reported all the repairs for New Street deck have been completed.

Mr. Karon reported the idea of getting more electric charging stations for the garages. This project would be from the program that the state is offering incentives as well as PSE&G and the federal government. The federal government is offering a 30% rebate if you install electric charging stations for local government entities. The cost for the project of twenty-six charging stations will be \$316,000.00 after the incentives and rebates it would come out to \$1,410.00 Mr. Karon stated he will move ahead with this project.

Mr. Karon reported on the T2 software that pertains to the New Brunswick Performing Arts deck. The software uses License Plate Recognition technology. This allows monthly permit holders to enter the garage and be verified by cameras using the vehicle's license plate as the credential. Hourly parkers will have their license plates captured by the camera and if the system determines that the parker did not pay for parking, either via the multi space meter or pay by phone within 15 minutes of entering the garage, an alert will be sent to enforcement at which time a summons will be issued. The T2 system also allows us to use a validation program for special events, something our current system does not offer. The current system currently being used is inadequate and limited in scope compared to the T2 system.

Mr. Karon reported the purchase of TIBA PARCS equipment. Currently the authority is using DataPark equipment within 6 garages. As mentioned at a previous meeting the current system is becoming obsolete and becoming difficult to find repair parts for. The validation system currently attached to the Data Park equipment is outdated and works sporadically. After researching various PARCS manufacturers and equipment, we have determined that TIBA meets the requirements of the authority. This manufacturer is

used at many airports and municipalities throughout NJ and the US. Cost wise we get the most bang from the buck.

The plan is to re-equip the garages with TIBA over a 3-year period or 2 garages per year. The first garage to be equipped with TIBA will be the Wellness Garage. We chose this garage because of the substantial amount of validations used by both the gym and courts. The validation system currently used is malfunctioning causing hardship for the users and the authority's accounting department as they need to reconcile validations by hand which is extremely time consuming and onerous. The TIBA system also will allow users to set up their own account, purchase monthly permits and pay for their monthly parking through a dashboard on their personal computers. This will reduce the need for parking permit applicants to come to NBPA offices to fill out paperwork. The system will also automatically deactivate scan cards if invoices are not paid on time. This is something we currently do manually.

The new equipment will also accept Apple Pay and Google Pay as it has a tap to pay feature on the pay stations.

The plan is to equip the Wellness Garage first and then the Plum Garage in 2024.

Finance

No finance to report.

Legal

No legal to report.

Public Comment

A member of the public asked for the amounts of the purchases of T2 and TIBA. Mr. Karon stated T2 is \$52,595 and TIBA is \$181,874.40. A member of the public asked how the new system will be communicated to the public. Mr. Karon stated it is not a change, it is just a better software system and there are signs when you enter the parking decks with communications to the public.

A member of the public asked about the resolution on approving an executive director and if it is the same interim director. Mr. Karon stated yes, he will continue being the director.

A member of the public asked about any insights into the Wellness deck and what would be the parking capacity needed for Nokia Bell Labs. Mr. McTernan stated there has been discussions and will be looking more critically at what the actual need will be, since the building is set to open for 2028.

A member of the public asked about the terms of spaces that could be relied upon currently at Wellness deck. Mr. Karon stated yes, there are hundreds of spaces that they can rely on, it is full now because the construction workers from the cancer institute are parking there.

A member of the public asked for the 2024 board meeting schedule. Mr. Karon stated the schedule has not been approved yet for the year and the first meeting is on January 24th. A member of the public asked if Commissioner Mr. Caputo is still a member of the board. Mr. Rainone stated Mr. Caputo position on the board is viable because he is the police director within the city. Once he retires from that position, he no longer remains.

Resolutions

On motion of Mr. Zimmerman, seconded by Ms. Soto, the board approved payment resolution for December 2023. Vote: 3- yes, 0 - no, 0 - abstain, 2 - absent (Caputo and Eato-White).

On motion of Mr. McTernan, seconded by Mr. Zimmerman, the board adopted the 2024 Authority Budget. Vote: 3- yes, 0 - no, 0 - abstain, 2 - absent (Caputo and Eato-White).

On motion of Mr. Zimmerman, seconded by Ms. Soto, the board approved the purchase of T2 Software through Sourcewell Cooperative. Vote: 3- yes, 0 - no, 0 - abstain, 2 - absent (Caputo and Eato-White).

On motion of Ms. Soto, seconded by Mr. Zimmerman, the board approved the purchase of TIBA PARCS through OMNIA Cooperative. Vote: 3- yes, 0 - no, 0 - abstain, 2 - absent (Caputo and Eato-White).

On motion of Mr. Zimmerman, seconded by Mr. Mc Ternan, the board approved the Elevator Maintenance Contract. Vote: 3- yes, 0 - no, 0 - abstain, 2 - absent (Caputo and Eato-White).

On motion of Ms. Soto, seconded by Mr. Zimmerman, the board approved CFO Financial Services for 2024. Vote: 3- yes, 0 - no, 0 - abstain, 2 - absent (Caputo and Eato-White).

On motion of Mr. Mc Ternan, seconded by Ms. Soto, the board approved Interim Executive Director for 2024. Vote: 3- yes, 0 - no, 0 - abstain, 2 - absent (Caputo and Eato-White).

On motion of Ms. Soto, seconded by Mr. Zimmerman, approved 2024 Salary Adjustments for Non-union employees. Vote: 3- yes, 0 - no, 0 - abstain, 2 - absent (Caputo and Eato-White).

Close Session

On motion of Mr. Zimmerman, seconded by Ms. Soto, the board enters to close session at 5:20. Vote: 3- yes, 0 - no, 0 - abstain, 2 - absent (Caputo and Eato-White).

Open Session

On motion of Ms. Soto, seconded by Mr. Zimmerman, the board returned to open session at 5:51 pm. Vote: 3- yes, 0 - no, 0 - abstain, 2 - absent (Caputo and Eato-White).

Old Business

No old business.

New Business

No new business.

Adjournment

On motion of Ms. Soto, seconded by Mr. Zimmerman, the board adjourned at 5:51 p.m. Vote: 3- yes, 0 - no, 0 - abstain, 2 - absent (Caputo and Eato-White).



Andrea Eato-White
Secretary

The Parking Authority of the City of New Brunswick
December 2023 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 January 24, 2024.

Payroll Estimate	12/22/2023	110,000.00
Payroll Estimate	01/05/2024	110,000.00
Payroll Estimate	01/19/2024	110,000.00
Pension Estimate - December 2023	01/05/2024	22,000.00
Health Estimate - January 2024	01/15/2024	96,000.00
Prior Month Estimate		(535,513.00)
Total Disbursements		3,489,464.53
Total Resolution Amount		<u><u>3,401,951.53</u></u>







**The Parking Authority of the City of New Brunswick
December 2023 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	PAYROLL 10/10/23	11/08/2023	96,082.57
WIRE	FSA 10/10/23	11/08/2023	311.52
WIRE	PENSION - OCTOBER 2023	11/08/2023	21,000.00
WIRE	HEALTH - OCTOBER 2023	11/15/2023	83,175.39
WIRE	HEALTH - OCTOBER 2023	11/15/2023	12,337.26
WIRE	PAYROLL 11/22/23	11/20/2023	108,808.23
WIRE	FSA 11/22/23	11/20/2023	99.99
WIRE	PAYROLL 12/08/23	12/06/2023	110,825.00
WIRE	FSA 12/08/23	12/06/2023	99.99
WIRE	PENSION - NOVEMBER 2023	12/06/2023	20,400.00
80159	DANIEL CARMO	11/07/2023	10.00
80160	GRISELDA SANCHEZ	11/07/2023	16.00
80161	TINA ALBACH	11/07/2023	23.00
80162	JORDAN VASQUEZ	11/07/2023	20.00
80163	ADVANZA TECHNOLOGIES INC	11/07/2023	1,300.00
80164	ALLIED FIRE & SAFETY	11/07/2023	435.00
80165	ARROW SECURITY	11/07/2023	3,370.08
80166	ASSA ABLOY ENTRANCE	11/07/2023	5,244.92
80167	BUTTS TICKET COMPANY	11/07/2023	473.00
80168	OPTIMUM	11/07/2023	787.55
80169	OPTIMUM	11/07/2023	64.73
80170	CIRCLE JANITORIAL SUPPLIES	11/07/2023	850.95
80171	CITY OF NEW BRUNSWICK	11/07/2023	21,544.84
80172	CITY OF NEW BRUNSWICK	11/07/2023	29.00
80173	CULTURAL CENTER	11/07/2023	13,026.00
80174	HARRY DELGADO	11/07/2023	244.00
80175	J.C. EHRLICH CO., INC.	11/07/2023	1,275.00
80176	FOXWOOD SERVICE CENTER	11/07/2023	2,186.00
80177	NEW JERSEY FAMILY SUPPORT	11/07/2023	190.00
80178	JOHN WALLING-COURT OFFICER	11/07/2023	134.80
80179	NEW JERSEY FAMILY SUPPORT	11/07/2023	188.00
80180	NEW JERSEY FAMILY SUPPORT	11/07/2023	304.00
80181	GSRP PROJECT HOLDINGS I, LLC	11/07/2023	2,695.36
80182	HOME DEPOT CREDIT SERVICES	11/07/2023	352.15
80183	INTERSTATE WASTE SERVICES	11/07/2023	2,799.46
80184	IPS GROUP INC.	11/07/2023	9,271.79
80185	JERSEY ELEVATOR	11/07/2023	1,219.23
80186	KEVIN KEEGAN	11/07/2023	95.00
80187	KF MECHANICAL HEATING & AIR CO	11/07/2023	2,778.00
80188	METLIFE SBC	11/07/2023	671.03
80189	METLIFE	11/07/2023	355.00

The Parking Authority of the City of New Brunswick December 2023 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
80190	NJ MOTOR VEHICLE COMMISSION	11/07/2023	105.00
80191	NJ MOTOR VEHICLE COMMISSION	11/07/2023	105.00
80192	NJ MOTOR VEHICLE COMMISSION	11/07/2023	105.00
80193	NJ MOTOR VEHICLE COMMISSION	11/07/2023	75.50
80194	PSE&G/WELLNESS ELECTRIC	11/07/2023	7,602.23
80195	PSE&G	11/07/2023	1,578.15
80196	JAMES KELLY-COURT OFFICER	11/07/2023	120.00
80197	SWIFT ELECTRICAL SUPPLY CO	11/07/2023	2,650.93
80198	THYSSENKRUPP ELEVATOR CORP	11/07/2023	7,567.06
80199	UGI ENERGY SERVICES LLC	11/07/2023	0.62
80200	VERIZON	11/07/2023	468.10
80201	VERIZON CABS	11/07/2023	1,454.94
80202	VERIZON CABS	11/07/2023	1,533.49
80203	VERIZON CABS	11/07/2023	3,020.64
80204	TERRIC FOONG	11/21/2023	16.00
80205	YANMEI QI	11/21/2023	8.00
80206	CONCEPCION SALDANA-ACEVEDO	11/21/2023	164.90
80207	EBRAHEEM AMASHAH	11/21/2023	185.00
80208	ARROW SECURITY	11/21/2023	1,143.42
80209	AMERICAN TIRE DISTRIBUTORS	11/21/2023	437.56
80210	LEONARD BIER	11/21/2023	597.50
80211	BRUNSWICK SIGN & EXHIBIT CORP.	11/21/2023	5,730.00
80212	CABLEVISION LIGHTPATH INC	11/21/2023	3,371.36
80213	CLEAN MAT SERVICES LLC	11/21/2023	347.10
80214	CITY OF NEW BRUNSWICK	11/21/2023	137.76
80215	CITY OF NEW BRUNSWICK	11/21/2023	87,483.33
80216	HARRY DELGADO	11/21/2023	162.44
80217	MICHAEL DE TERESA	11/21/2023	61.30
80218	J.C. EHRlich CO., INC.	11/21/2023	50.00
80219	JEFF FOWLER	11/21/2023	170.00
80220	FOXWOOD SERVICE CENTER	11/21/2023	87.20
80221	GALL LLC	11/21/2023	267.20
80222	GANNETT NJ NEWSPAPERS	11/21/2023	63.47
80223	NEW JERSEY FAMILY SUPPORT	11/21/2023	190.00
80224	JOHN WALLING-COURT OFFICER	11/21/2023	134.80
80225	NEW JERSEY FAMILY SUPPORT	11/21/2023	188.00
80226	NEW JERSEY FAMILY SUPPORT	11/21/2023	304.00
80227	GEORGE ST HOLDINGS LLC	11/21/2023	2,571.00
80228	JOHN HANLON	11/21/2023	25.00
80229	PAIGE HEIM	11/21/2023	195.00
80230	HICKS COMMUNICATIONS INC	11/21/2023	2,016.00
80231	HUB PARKING	11/21/2023	8,942.38
80232	MARCO	11/21/2023	48.00

The Parking Authority of the City of New Brunswick December 2023 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
80233	INTERSTATE WASTE SERVICES	11/21/2023	1,035.00
80234	MITCHELL KARON	11/21/2023	193.45
80235	HELEN KOLIAS	11/21/2023	164.90
80236	RYAN LEHNAU	11/21/2023	165.00
80237	IVY LIN	11/21/2023	350.00
80238	TIAHAO LIU	11/21/2023	232.50
80239	METLIFE	11/21/2023	355.00
80240	MIDDLESEX COUNTY TREASURER	11/21/2023	3,408.35
80241	MIKES AUTO BODY	11/21/2023	5,199.28
80242	RAINONE COUGHLIN MINCHELLO LLC	11/21/2023	87.50
80243	MODERN GROUP LTD	11/21/2023	500.00
80244	SUPERIOR VISION OF NJ INC	11/21/2023	250.71
80245	VERIZON	11/21/2023	632.30
80246	NEW JERSEY STATE LEAGUE OF	11/21/2023	160.00
80247	PARKMOBILE USA INC	11/21/2023	14,855.65
80248	PARTS AUTHORITY LLC	11/21/2023	189.60
80249	PHOENIX ADVISORS LLC	11/21/2023	2,150.00
80250	PRECISION TECHNOLOGY SOLUTIONS	11/21/2023	356.00
80251	PSE&G/WELLNESS GAS	11/21/2023	32.78
80252	PSE&G	11/21/2023	30,496.73
80253	PSE&G	11/21/2023	2,004.82
80254	QUADIENT FINANCE USA INC	11/21/2023	500.00
80255	SAJJAD RAZA	11/21/2023	495.00
80256	REDI PACKAGING, INC	11/21/2023	475.00
80257	RUTGERS UNIVERSITY	11/21/2023	3,714.79
80258	SIGNAL ELECTRIC CORP	11/21/2023	26,441.00
80259	GABRIEL SOTO	11/21/2023	355.00
80260	SPECTROTEL	11/21/2023	54.13
80261	JAMES KELLY-COURT OFFICER	11/21/2023	120.00
80262	TEAMSTERS LOCAL 469	11/21/2023	295.00
80263	THA CONSULTING INC	11/21/2023	3,000.00
80264	UNIVERSAL SYSTEMS, INC.	11/21/2023	4,687.00
80265	VERIZON WIRELESS	11/21/2023	1,502.19
80266	VERIZON/FAX	11/21/2023	57.01
80267	WB MASON CO INC	11/21/2023	2,886.83
80268	WILENTZ	11/21/2023	35,000.00
80269	FLORETTE PHILIP	12/13/2023	4.00
80270	PARAGI PATEL	12/13/2023	17.00
80271	NANCY MILETO	12/13/2023	3.00
80272	WAYNE UST	12/13/2023	17.00
80273	ADVANZA TECHNOLOGIES INC	12/13/2023	1,300.00
80274	AFLAC	12/13/2023	746.24
80275	ALLIED FIRE & SAFETY	12/13/2023	1,100.00

**The Parking Authority of the City of New Brunswick
December 2023 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
80276	APRUZZESE MCDERMOTT	12/13/2023	172.00
80277	AMERICAN TIRE DISTRIBUTORS	12/13/2023	530.76
80278	RAVITEJA BETHAMCHARLA	12/13/2023	195.00
80279	BRUNSWICK SIGN & EXHIBIT CORP.	12/13/2023	265.00
80280	BRUNSWICK URGENT CARE PA	12/13/2023	845.00
80281	BUTTS TICKET COMPANY	12/13/2023	6,264.84
80282	OPTIMUM	12/13/2023	787.55
80283	OPTIMUM	12/13/2023	64.73
80284	CABLEVISION LIGHTPATH INC	12/13/2023	3,371.36
80285	CHECKR	12/13/2023	344.89
80286	CINTAS CORP LOC 062	12/13/2023	375.78
80287	CIRCLE JANITORIAL SUPPLIES	12/13/2023	1,996.62
80288	CITY OF NEW BRUNSWICK	12/13/2023	29.00
80289	CITY OF NEW BRUNSWICK	12/13/2023	2,487,500.00
80290	JOSE CONFORME	12/13/2023	170.00
80291	BRITTANY DAVIS	12/13/2023	195.00
80292	DOWNTOWN PRINTING CENTER	12/13/2023	958.18
80293	SUZANNE DYER	12/13/2023	165.00
80294	EASTERN ARMORED SERVICES INC	12/13/2023	4,968.00
80295	J.C. EHRLICH CO., INC.	12/13/2023	162.45
80296	FOXWOOD SERVICE CENTER	12/13/2023	128.00
80297	JASMINE FRIEDMAN	12/13/2023	390.00
80298	GANNETT NJ NEWSPAPERS	12/13/2023	293.43
80299	NEW JERSEY FAMILY SUPPORT	12/13/2023	190.00
80300	JOHN WALLING-COURT OFFICER	12/13/2023	134.80
80301	NEW JERSEY FAMILY SUPPORT	12/13/2023	188.00
80302	NEW JERSEY FAMILY SUPPORT	12/13/2023	304.00
80303	NEW JERSEY FAMILY SUPPORT	12/13/2023	40.00
80304	GSRP PROJECT HOLDINGS I, LLC	12/13/2023	2,237.18
80305	CHARLES HAYES	12/13/2023	165.00
80306	HICKS COMMUNICATIONS INC	12/13/2023	4,750.00
80307	HUB PARKING	12/13/2023	8,942.38
80308	INTERSTATE WASTE SERVICES	12/13/2023	2,799.46
80309	IPS GROUP INC.	12/13/2023	7,720.33
80310	JERSEY ELEVATOR	12/13/2023	6,130.81
80311	METLIFE SBC	12/13/2023	637.24
80312	METLIFE	12/13/2023	355.00
80313	RAINONE COUGHLIN MINCHELLO LLC	12/13/2023	8,517.70
80314	MODERN GROUP LTD	12/13/2023	1,400.00
80315	YIGIT MUEZZINOGLU	12/13/2023	180.00
80316	NJ MOTOR VEHICLE COMMISSION	12/13/2023	71.50
80317	NJ MOTOR VEHICLE COMMISSION	12/13/2023	71.50
80318	NJ MOTOR VEHICLE COMMISSION	12/13/2023	71.50

The Parking Authority of the City of New Brunswick
December 2023 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
80319	JOHN OKEEFE JR	12/13/2023	195.00
80320	OTIS ELEVATOR COMPANY	12/13/2023	19,936.20
80321	PARKMOBILE USA INC	12/13/2023	13,227.95
80322	PARTS AUTHORITY LLC	12/13/2023	22.29
80323	PRECISION TECHNOLOGY SOLUTIONS	12/13/2023	414.00
80324	PRIMEPOINT LLC	12/13/2023	972.35
80325	PSE&G/WELLNESS ELECTRIC	12/13/2023	8,736.80
80326	PSE&G	12/13/2023	31,567.72
80327	PSE&G	12/13/2023	1,757.81
80328	PSE&G/ OLD FRESH GROCERY GAS	12/13/2023	189.66
80329	QUADIENT FINANCE USA INC	12/13/2023	500.00
80330	RUTGERS UNIVERSITY	12/13/2023	3,160.73
80331	SPECTROTEL	12/13/2023	54.50
80332	STAPLES	12/13/2023	419.07
80333	JAMES KELLY-COURT OFFICER	12/13/2023	120.00
80334	TASC	12/13/2023	572.18
80335	TEAMSTERS LOCAL 469	12/13/2023	295.00
80336	TRIANGLE FIDELCO INDUST. CTR	12/13/2023	32,041.69
80337	UGI ENERGY SERVICES LLC	12/13/2023	15.66
80338	FAUSTO VAZQUEZ	12/13/2023	247.50
80339	VERIZON	12/13/2023	903.30
80340	VERIZON CABS	12/13/2023	1,456.01
80341	VERIZON CABS	12/13/2023	1,540.67
80342	VERIZON CABS	12/13/2023	3,020.64
80343	VERIZON/WELLNESS	12/13/2023	482.22
80344	WB MASON CO INC	12/13/2023	368.61
			3,489,464.53

2024 ADOPTED BUDGET RESOLUTION

New Brunswick Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

WHEREAS, the Annual Budget and Capital Budget/Program for the New Brunswick Parking Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024 has been presented for adoption before the governing body of the New Brunswick Parking Authority at its open public meeting of December 13, 2023; and

WHEREAS, the Annual Budget and Capital Budget 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; and

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$30,246,943.00, Total Appropriations, including any Accumulated Deficit, if any, of \$30,205,231.33, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$876,000.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the New Brunswick Parking Authority at an open public meeting held on December 13, 2023 that the Annual Budget and Capital Budget/Program of the New Brunswick Parking Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024 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.

Maria Soto
(Secretary's Signature)

12/13/2023
(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Kevin McTernan	✓			
Tony Caputo				✓
Andrea Eato-White				✓
Maria Soto	✓			
John Zimmerman	✓			

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION TO APPROVE PURCHASE OF T2 PARKING
MANAGEMENT SOFTWARE FOR NBPAC GARAGE**

Whereas, it is deemed necessary and in the best interests of the Commissioners of the Parking Authority of the City of New Brunswick, in the County of Middlesex to award a contract for the Purchase of T2 Parking Management Software for the NBPAC Garage; and

Whereas, the following firm is a vendor through Sourcewell Cooperative Pricing, which is a recognized national coop by the State of New Jersey;

- | | | |
|----|---|--------------|
| 1. | T2
8900 Keystone Crossing, Suite 700
Indianapolis, IN 46240 | \$ 52,595.33 |
|----|---|--------------|

Whereas, the Commissioners of the Parking Authority of the City of New Brunswick desire to award the contract for the Purchase of T2 Parking Management Software for the NBPAC Garage.

Now Therefore Be It Resolved, that the New Brunswick Parking Authority award a contract as a result of cooperative purchasing pursuant to the Local Public Contracts Law of the State of New Jersey, N.J.S.A. 40A:11 et seq for the Purchase of T2 Parking Management Software for the NBPAC Garage their proposal dated November 24, 2023, a copy of which is annexed hereto and made a part hereof; and

Be It Further Resolved, that in order to effectuate the objectives of this resolution, the Commissioners of the Parking Authority of the City of New Brunswick, authorize the Director of the Parking Authority to award said contract to T2; and

Be It Further Resolved, that the award of this contract is contingent upon the NBPA having sufficient funds and the Chief Financial Officer of the NBPA certifying that there are sufficient funds budgeted by the Authority for said services.

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION TO APPROVE PURCHASE OF T2 PARKING
MANAGEMENT SOFTWARE FOR NBPAC GARAGE**

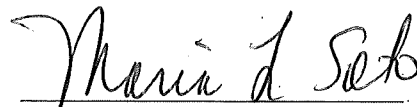
VOTING RECORD

Dated: December 13, 2023

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
John Zimmerman	/			
Maria Soto	/			
Anthony Caputo				/
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.

December 13, 2023



~~Andrea Eato-White, Secretary NBPA~~

MARIA SOTO, Secretary Designee

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION TO APPROVE PURCHASE OF TIBA (BRAND)
PARKING ACCESS AND REVENUE CONTROL EQUIPMENT FOR
WELLNESS GARAGE**

Whereas, it is deemed necessary and in the best interests of the Commissioners of the Parking Authority of the City of New Brunswick, in the County of Middlesex to award a contract for the Purchase of TIBA (Brand) Parking Access and Revenue Control Equipment through TAPCO for the Wellness Garage; and

Whereas, the following firm is a vendor through OMNIA Cooperative Pricing, which is a recognized national coop by the State of New Jersey;

1. TAPCO \$ 181,874.40
5100 West Brown Deer Road
Brown Deer, Wi. 53223

Whereas, the Commissioners of the Parking Authority of the City of New Brunswick desire to award the contract for the Purchase of TIBA (Brand) Parking Access and Revenue Control Equipment through TAPCO for the Wellness Garage.

Now Therefore Be It Resolved, that the New Brunswick Parking Authority award a contract as a result of cooperative purchasing pursuant to the Local Public Contracts Law of the State of New Jersey, N.J.S.A. 40A:11 et seq for the Purchase of TIBA (Brand) Parking Access and Revenue Control Equipment through TAPCO for the Wellness Garage their proposal dated October 17, 2023, a copy of which is annexed hereto and made a part hereof; and

Be It Further Resolved, that in order to effectuate the objectives of this resolution, the Commissioners of the Parking Authority of the City of New Brunswick, authorize the Director of the Parking Authority to award said contract to TAPCO; and

Be It Further Resolved, that the award of this contract is contingent upon the NBPA having sufficient funds and the Chief Financial Officer of the NBPA certifying that there are sufficient funds budgeted by the Authority for said services.

**NEW BRUNSWICK PARKING AUTHORITY
 RESOLUTION TO APPROVE PURCHASE OF TIBA (BRAND)
 PARKING ACCESS AND REVENUE CONTROL EQUIPMENT FOR
 WELLNESS GARAGE
 VOTING RECORD**

Dated: December 13, 2023

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
John Zimmerman	/			
Maria Soto	/			
Anthony Caputo				/
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.

December 13, 2023



~~Andrea Eato-White, Secretary NBPA~~

MARIA SOTO, Secretary, Resigned

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION TO AWARD CONTRACT FOR
ELEVATOR MAINTENANCE SERVICE**

Whereas, it is deemed necessary and in the best interests of the Commissioners of the Parking Authority of the City of New Brunswick, in the County of Middlesex to award a contract for Elevator Maintenance Service for a period of one (1)-year with possible two (1)-year extensions; and

Whereas, the following firms submitted bids on November 22, 2023 in response to the bid specification of the NBPA:

1. Jersey Elevator LLC \$ 16,200.00
657 Line Road, Aberdeen, NJ 07747

Whereas, Jersey Elevator LLC is the sole responsive bidder for Elevator Maintenance Service; and

Whereas, the Commissioners of the Parking Authority of the City of New Brunswick desire to award the contract for Elevator Maintenance Service to the lowest responsive bidder.

Now Therefore Be It Resolved, that the New Brunswick Parking Authority award a contract for a period of one (1)-year with possible two (1)-year extensions as a result of competitive bidding pursuant to the Local Public Contracts Law of the State of New Jersey, N.J.S.A. 40A:11 et seq for Elevator Maintenance Service to Jersey Elevator LLC in accordance with their proposal dated November 22,2023, a copy of which is annexed hereto and made a part hereof; and

Be It Further Resolved, that in order to effectuate the objectives of this resolution, the Commissioners of the Parking Authority of the City of New Brunswick, authorize the Executive Director of the Parking Authority to award said contract to Jersey Elevator LLC, the sole responsive bidder; and

Be It Further Resolved, that the award of this contract is contingent upon the NBPA having sufficient funds and the Chief Financial Officer of the NBPA certifying that there are sufficient funds budgeted by the Authority for said services.

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION TO AWARD CONTRACT FOR
ELEVATOR MAINTENANCE SERVICE**

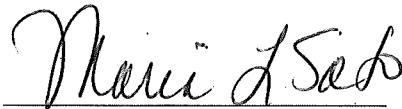
VOTING RECORD

Dated: December 13, 2023

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
John Zimmerman	/			
Maria Soto	/			
Anthony Caputo				/
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.

December 13, 2023



Andrea Eato-White, Secretary NBPA

MARIA SOTO, Secretary Resigning

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION FOR FINANCIAL SERVICES
PURSUANT TO A NONFAIR & OPEN CONTRACT PROCESS**

Whereas, it is deemed necessary and in the best interest of the Commissioners of the Parking Authority of the City of New Brunswick, in the County of Middlesex, State of New Jersey to engage a Chief Financial Officer - Accountant pursuant to the "Nonfair and Open" professional services contracting process; and

Whereas, the New Brunswick Parking Authority desires to engage Bright S. Rajaratnam of Bright Consulting Services, LLC., P.O. Box 8, Monmouth Junction, New Jersey 08852 to serve as the NBPA's CFO on a professional services consulting basis; and

Whereas, the Executive Director and Chairman of the Parking Authority have reviewed the qualifications of Bright S. Rajaratnam and recommend the selection of Bright S. Rajaratnam as the CFO for the NBPA for a twelve (12) month term, for a fee of \$132,678.00 paid in biweekly installments of \$5,103.00, and

Whereas, said CFO-Accounting services to be provided by Bright S. Rajaratnam are professional services within the definition contained in NJSA 40:11-2(6).

Now Therefore Be It Resolved, that the New Brunswick Parking Authority pursuant to the State of New Jersey Local Unit Pay-To-Play Law, N.J.S.A. 19:44A-20 et. seq. selects Bright S. Rajaratnam to serve as CFO – Accountant for a twelve (12) month term, for a fee of \$132,678.00 based upon a Nonfair and Open Professional Services Contract, the terms of which are attached hereto and made a part of this resolution; and

Be It Further Resolved, that in order to effectuate the objectives of this Resolution, the Commissioners of the Parking Authority direct the Executive Director to award said contract and to cause notice of this Resolution as required by NJSA 40A:11-5(1)(a) to be published in the Official Newspaper of the NBPA; and

Be It Further Resolved, that the award of this contract is contingent upon the NBPA having sufficient funds and the Executive Director of the NBPA certifying that there are sufficient funds budgeted by the Authority for said professional services contract; and

Be It Further Resolved, that when the CFO - Accounting services paid Bright S. Rajaratnam exceeds \$17,500, the NBPA shall cause said individual to file the appropriate Local Unit Pay-To-Play Law Disclosure statement.

Be It Further Resolved, that pursuant to the Local Unit Pay-To-Play Law, Bright S. Rajaratnam shall be prohibited from making political contributions to any New Brunswick municipal candidates for a period of two (2) years following the last day of his employment as CFO - Accountant pursuant to "Nonfair and Open" professional services contracting procurement.

VOTING RECORD

Dated: December 13, 2023

COMMISSIONERS	<u> /YES </u>	<u> /NO </u>	<u> /ABSTAIN </u>	<u> /ABSENT </u>
Kevin McTernan	/			
John Zimmerman	/			
Maria Soto	/			
Anthony Caputo				/
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.

December 13, 2023

Maria Soto

 Andrea Eato-White, Secretary
 MARIA SOTO, Secretary Designee

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION FOR INTERIM EXECUTIVE DIRECTOR
PURSUANT TO A NONFAIR & OPEN CONTRACT PROCESS**

Whereas, it is deemed necessary and in the best interest of the Commissioners of the Parking Authority of the City of New Brunswick, in the County of Middlesex, State of New Jersey to engage an Interim Executive Director pursuant to the “Nonfair and Open” professional services contracting process; and

Whereas, the New Brunswick Parking Authority desires to engage Mitchell Karon dba MK Parking Advisor LLC, 53 Wilcox Road, New Brunswick New Jersey 08901 to serve as the NBPA’s Interim Executive Director on a professional services consulting basis; and

Whereas, the NBPA Board of Commissioners and Chairman of the Parking Authority have reviewed the qualifications of Mitchell Karon and recommend the selection of Mitchell Karon as the Interim Executive Director for the NBPA for the period of January 1, 2024 through December 31, 2024, for a fee of \$130.00 per hour, not to exceed 24 hours per week unless approved by the Chairman of the Parking Authority, paid in biweekly installments, and

Whereas, said Interim Executive Director to be provided by Mitchell Karon are professional services within the definition contained in NJSA 40:11-2(6).

Now Therefore Be It Resolved, that the New Brunswick Parking Authority pursuant to the State of New Jersey Local Unit Pay-To-Play Law, N.J.S.A. 19:44A-20 et. seq. selects Mitchell Karon to serve as Interim Executive Director for the period January 1, 2024 through December 31, 2024, for a fee of \$130.00 per hour based upon a Nonfair and Open Professional Services Contract, the terms of which are attached hereto and made a part of this resolution; and

Be It Further Resolved, that in order to effectuate the objectives of this Resolution, the Commissioners of the Parking Authority direct the Chairman to award said contract and to cause notice of this Resolution as required by NJSA 40A:11-5(1)(a) to be published in the Official Newspaper of the NBPA; and

Be It Further Resolved, that the award of this contract is contingent upon the NBPA having sufficient funds and the CFO of the NBPA certifying that there are sufficient funds budgeted by the Authority for said professional services contract; and

Be It Further Resolved, that when the Interim Executive Director services paid Mitchell Karon exceeds \$17,500, the NBPA shall cause said individual to file the appropriate Local Unit Pay-To-Play Law Disclosure statement.

Be It Further Resolved, that pursuant to the Local Unit Pay-To-Play Law, Mitchell Karon shall be prohibited from making political contributions to any New Brunswick municipal candidates for a period of two (2) years following the last day of his employment as Interim Executive Director pursuant to "Nonfair and Open" professional services contracting procurement.

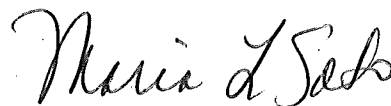
VOTING RECORD

Dated: December 13, 2023

COMMISSIONERS	<u> </u> /YES	<u> </u> /NO	<u> </u> /ABSTAIN	<u> </u> /ABSENT
Kevin McTernan	/			
Anthony Caputo				/
Maria Soto	/			
John Zimmerman	/			
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.

December 13, 2023


~~Andrea Eato-White~~ **MARIA SOTO**
 Secretary *Resigned*

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION FOR 2024 NON UNION
EMPLOYEE-SALARY SCHEDULE**

Whereas, the New Brunswick Parking Authority Personnel Committee has reviewed the job performance of the New Brunswick Parking Authority's non union employees, and made recommendations for the salary and wages to be paid said non union employees for the year, beginning January 1, 2024 and ending December 31, 2024; and

Whereas, the recommendations of the Personnel Committee have been brought before the full Board of Commissioners of the New Brunswick Parking Authority, who have examined the Committee's salary and wage recommendations, and consider them to be fair and equitable, and in the interests of the NBPA, and the citizens of the City of New Brunswick; and

Now Therefore Be It Resolved, that the Board of Commissioners of the New Brunswick Parking Authority does hereby *authorized the Executive Director and Chief Financial Officer of the NBPA to implement the salary and wage recommendation adopted this date, which are attached hereto and made part of this resolution.

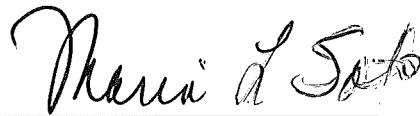
**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION FOR 2024 NON UNION EMPLOYEE SALARY
SCHEDULE
VOTING RECORD**

Dated: December 13, 2023

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
John Zimmerman	/			
Maria Soto	/			
Anthony Caputo				/
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.

December 13, 2023



~~Andrea Eato-White, Secretary NBPA~~

MARIA SOTO, Secretary Designee NBPA