

Agenda
New Brunswick Parking Authority
February 27, 2019

- A. Call to Order
- B. Read Public Notice
- C. Minutes from January 2019 Reorganization Meeting
Minutes from January 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 February 2019
 - 2. Resolution Authorizing Auction of Surplus Vehicle
- I. Old Business
- J. New Business
- K. Closed Session
 - 1. Legal
 - 2. Personnel
- L. Open Session
- M. Adjourn

**Minutes of a Regular Board Meeting
February 27, 2019**

A Regular Meeting of the New Brunswick Parking Authority was held on February 27, 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.

Commissioners in Attendance:	Kevin McTernan Tony Caputo Edwin Keefe Louis Garlatti, Jr.	Chairman 1 st Vice Chairman Secretary Treasurer
Legal in Attendance:	Anne E. Rowan	General Counsel
NBPA Personnel in Attendance:	Mitchell Karon Bright Rajaratnam Stephanie Hart	Executive Director Chief Financial Officer Human Resources Manager
Not in Attendance:	Andrea Eato-White	Commissioner

Minutes

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

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

Executive Director's Report

Mr. Karon reports that bathrooms are currently being installed in the ballet space at the Performing Arts Garage and fire alarms and strobes are beginning to be installed throughout the garage.

NBPA ordered another informational sign to be installed at the Paterson Street Garage that displays how many spaces are available and will direct patrons to another garage when it is full.

Wellness is experiencing a vagrant issue specifically on the landing at the Level 3 stairwell. A fence is going to be installed tomorrow on the landing, which will be floor to ceiling, and will have a gate in case the area needs to be accessed.

NBPA opened its' garages to residents last Wednesday due to the snow forecast.

NBPA is looking to submit the Pedestrian Bridge 90% drawings to NJ Transit and Amtrak. It will take them about 4 weeks to review.

NBPA is going to be holding sensitivity training for all employees.

Mr. Karon provides the number of times each garage has closed due to full occupancy since January 1st. New St. Garage has reached full occupancy the most at 23 times.

Finance

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

Mr. Rajaratnam advises that the field work for the audit is complete.

Legal

No Legal to Report.

Public Comment

A member of the public asks if the debt payment has been made. The Board does not know since the statements have not come out yet and the Bond Trustee makes the payment. A member of the public asks how much debt will remain after this payment. The Board advises that the payment will mostly be interest so the debt amount will remain about the same.

A member of the public asks for an update on Redd's Biergarten and Superfresh. The Board states that Redd's is moving along towards opening and there is no update on Superfresh.

A member of the public voices concern over a recent suicide that happened at a NBPA garage and asks what the NBPA does to prevent this from happening. The Board advises that they take the issue very seriously and have already put preventative measures in place. Not all preventative measures can be disclosed, but the Authority has also put up signs in elevators with a help line number to call.

Board Discussion

No Board Discussion.

Resolutions

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

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

Old Business

No Old Business

New Business

No New Business

Closed Session

On motion of Mr. Garlatti, seconded by Mr. Caputo, the Board retired to closed session at 5:07pm to discuss legal. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

Open Session

On motion of Mr. Caputo, seconded by Mr. Keefe, the Board returned to open session at 5:13pm. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

Adjourn

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board adjourned at 5:13pm. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).



Edwin Keefe
Secretary

The Parking Authority of the City of New Brunswick February 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	02/07/2019	21,000.00
WIRE	HEALTH BENEFITS	02/07/2019	81,552.47
WIRE	HEALTH BENEFITS - RETIREES	02/07/2019	3,182.07
WIRE	PAYROLL ACCOUNT	02/06/2019	120,401.76
WIRE	PAYROLL ACCOUNT	02/20/2019	114,858.38
0071277	CONCEPCION SALDANA-A	02/06/2019	135.50
0071278	1844 CARKEYZ LLC	02/06/2019	85.00
0071279	BRUNSWICK SIGN & EXH	02/06/2019	295.00
0071280	CABLEVISION/ADMIN	02/06/2019	743.45
0071281	CABLEVISION/ALTICE B	02/06/2019	2,550.31
0071282	CABLEVISION/WELLNESS	02/06/2019	160.09
0071283	EASTERN ARMORED SERV	02/06/2019	2,319.00
0071284	FRANK'S HARDWARE &	02/06/2019	137.17
0071285	HOME NEWS TRIBUNE	02/06/2019	270.68
0071286	HOWARD IZES	02/06/2019	10,550.00
0071287	HELEN KOLIAS	02/06/2019	135.50
0071288	METLIFE SBC	02/06/2019	3,043.36
0071289	METLIFE 457B	02/06/2019	775.00
0071290	NEW JERSEY FAMILY SU	02/06/2019	226.00
0071291	NEW JERSEY FAMILY SU	02/06/2019	212.00
0071292	MIDDLESEX COUNTY SHE	02/06/2019	68.99
0071293	NEW JERSEY FAMILY SU	02/06/2019	270.00
0071294	NEW JERSEY FAMILY SU	02/06/2019	274.00
0071295	NATIONAL GUARDIAN LI	02/06/2019	292.92
0071296	NETWORKFLEET	02/06/2019	570.00
0071297	NJ DIVISION OF MOTOR	02/06/2019	106.50
0071298	NYS CHILD SUPPORT	02/06/2019	264.00
0071299	NJ ADVANCE MEDIA	02/06/2019	390.80
0071300	JAMIE KELLY, TRUSTEE	02/06/2019	206.65
0071301	JOHN WALLING COURT O	02/06/2019	18.58
0071302	TRAX CAR WASH	02/06/2019	1,320.00
0071303	US DEPARTMENT OF EDU	02/06/2019	176.27
0071304	VERIZON	02/06/2019	693.55
0071305	VERIZON CABS	02/06/2019	344.40
0071306	VERIZON CABS	02/06/2019	605.70
0071307	VERIZON CABS	02/06/2019	1,211.40

The Parking Authority of the City of New Brunswick
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0071308	HOLLY WILLIAMS LAPID	02/06/2019	110.00
0071309	BRIANA CORTEZ	02/13/2019	25.00
0071310	KATHLEEN M KEEGAN	02/13/2019	3.00
0071311	AFLAC	02/13/2019	951.76
0071312	CABLEVISION/PSD	02/13/2019	40.22
0071313	EHRlich	02/13/2019	120.00
0071314	HIRERIGHT LLC	02/13/2019	100.06
0071315	RUTGERS UNIVERSITY	02/13/2019	3,349.65
0071316	RUTGERS STATE OF NJ	02/13/2019	6,806.43
0071317	SOUTH JERSEY ENERGY	02/13/2019	1,592.02
0071318	STAR QUALITY CLEANER	02/13/2019	248.85
0071319	TEAMSTERS LOCAL 4069	02/13/2019	388.00
0071320	VERIZON WIRELESS	02/13/2019	1,379.19
0071321	VERIZON/WELLNESS	02/13/2019	398.00
0071322	WIRELESS ELECTRONICS	02/13/2019	60.00
0071323	TIAA BANK	02/14/2019	169.32
0071324	AMERICAN SHREDDER	02/21/2019	40.00
0071325	CABLEVISION/ALTICE B	02/21/2019	2,550.31
0071326	CINTAS FIRST AID & S	02/21/2019	179.80
0071327	CITY OF NEW BRUNSWIC	02/21/2019	117.50
0071328	FEDERAL EXPRESS	02/21/2019	52.72
0071329	HOME DEPOT CREDIT SE	02/21/2019	1,296.43
0071330	INTEGRATED TECHNICAL	02/21/2019	50.00
0071331	METLIFE 457B	02/21/2019	750.00
0071332	NEW JERSEY FAMILY SU	02/21/2019	226.00
0071333	NEW JERSEY FAMILY SU	02/21/2019	212.00
0071334	MIDDLESEX COUNTY SHE	02/21/2019	68.99
0071335	NEW JERSEY FAMILY SU	02/21/2019	270.00
0071336	NEW JERSEY FAMILY SU	02/21/2019	274.00
0071337	NYS CHILD SUPPORT	02/21/2019	264.00
0071338	PSE&G/WELLNESS ELECT	02/21/2019	10,434.31
0071339	PSEG/MAIN ACCOUNT	02/21/2019	36,943.06
0071340	SPECTROTEL	02/21/2019	455.71
0071341	JAMIE KELLY,TRUSTEE	02/21/2019	206.65
0071342	JOHN WALLING COURT O	02/21/2019	18.58
0071343	US DEPARTMENT OF EDU	02/21/2019	176.27
0071344	VERIZON	02/21/2019	311.50
0071345	VERIZON/FAX	02/21/2019	56.91
0071346	CHINTAN VORA	02/27/2019	180.00
0071347	JEFF SAMET	02/27/2019	120.00
0071348	MARIA MCSORLEY	02/27/2019	180.00
0071349	WESLEY DONALDSON	02/27/2019	180.00
0071350	PRADEEP CHELLUR	02/27/2019	120.00
0071351	MARVIN WOOLARD	02/27/2019	20.00
0071352	MICHAEL WELLING	02/27/2019	180.00
0071353	NEIL LIN	3 02/27/2019	5.00

The Parking Authority of the City of New Brunswick
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0071354	HECTOR LUGO	02/27/2019	90.00
0071355	TAYLOR ARENA	02/27/2019	180.00
0071356	SIVA GOPAL	02/27/2019	180.00
0071357	MICHAEL MITCHELL	02/27/2019	180.00
0071358	ARAVINCHAND CHANDRA	02/27/2019	180.00
0071359	AMANDA HILLS	02/27/2019	120.00
0071360	ADVANZA TECHNOLOGIES	02/27/2019	1123.25
0071361	AFLAC	02/27/2019	951.76
0071362	ALLIED FIRE & SAFETY	02/27/2019	4713.65
0071363	APRUZZESE MCDERMOTT	02/27/2019	123.00
0071364	AUTOMATED LOGIC	02/27/2019	792.00
0071365	RICHARD N BEST ASSOC	02/27/2019	288.00
0071366	BEST CLEANING	02/27/2019	5586.00
0071367	BEYER OF MORRISTOWN	02/27/2019	37560.60
0071368	PARMJIT BHATTI	02/27/2019	175.00
0071369	LEONARD T. BIER	02/27/2019	1510.20
0071370	BRUNSWICK URGENT CAR	02/27/2019	1495.00
0071371	CDW GOVERNMENT	02/27/2019	2038.25
0071372	CENTRAL JERSEY PROPE	02/27/2019	21550.00
0071373	SOLTERRA RECYCLING S	02/27/2019	648.00
0071374	SOLTERRA RECYCLING S	02/27/2019	1233.33
0071375	CAROL CHANG	02/27/2019	100.00
0071376	CIRCLE JANITORIAL SU	02/27/2019	858.50
0071377	CLEAN MAT SERVICES L	02/27/2019	344.80
0071378	HARRY DELGADO	02/27/2019	1300.00
0071379	JAMES DE SIMONE	02/27/2019	180.00
0071380	GALINA ECCLES	02/27/2019	170.00
0071381	CHASE GENTRY	02/27/2019	155.00
0071382	GEORGE ST HOLDINGS L	02/27/2019	3466.67
0071383	GREENER BY DESIGN	02/27/2019	150.00
0071384	GOLDMAN SACHS RENEWA	02/27/2019	1841.57
0071385	HUB PARKING	02/27/2019	26138.83
0071386	IPS GROUP INC.	02/27/2019	11291.64
0071387	IPT LLC	02/27/2019	12398.68
0071388	KF MECHANICAL HEATIN	02/27/2019	4019.34
0071389	KNOX COMPANY	02/27/2019	575.00
0071390	VINCENT KUCINSKI	02/27/2019	165.00
0071391	EVAN LAW	02/27/2019	180.00
0071392	ANNE LEVINE	02/27/2019	180.00
0071393	NEIL LIN	02/27/2019	180.00
0071394	STEVE MAHON	02/27/2019	165.00
0071395	MARLIN BUSINESS BANK	02/27/2019	134.82
0071396	MATRIX NEW ST GARAGE	02/27/2019	1790.00
0071397	NEDZAD MEHMEDAGIC	02/27/2019	180.00
0071398	ANUJ MEHTA	02/27/2019	155.00
0071399	METER PRODUCTS CO.,	4 02/27/2019	1475.00

The Parking Authority of the City of New Brunswick
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0071400	RAINONE COUGHLIN MIN	02/27/2019	4052.00
0071401	MODERN GROUP LTD	02/27/2019	1850.00
0071402	DEANNA MOORE	02/27/2019	180.00
0071403	MRI SERVICES	02/27/2019	2866.79
0071404	JOON CHAE NA	02/27/2019	170.00
0071405	ERASMO NEGRON	02/27/2019	135.00
0071406	NETWORKFLEET	02/27/2019	300.00
0071407	STATE OF NJ DEPARTME	02/27/2019	4873.00
0071408	NJ DEPARTMENT OF TRE	02/27/2019	400.00
0071409	PARKMOBILE USA INC	02/27/2019	3778.45
0071410	PIERSON COMMERCIAL R	02/27/2019	8319.60
0071411	INNOVATIVE DATA SOLU	02/27/2019	4416.00
0071412	PRIMEPOINT LLC	02/27/2019	2130.15
0071413	PSE&G/WELLNESS GAS	02/27/2019	476.35
0071414	QUINN CONSTRUCTION I	02/27/2019	12621.60
0071415	RENEIMAR RAYMUNDO	02/27/2019	350.00
0071416	RUTGERS UNIVERSITY	02/27/2019	4215.98
0071417	SAMZIE'S UNIFORMS	02/27/2019	505.62
0071418	SCHINDLER ELEVATOR C	02/27/2019	644.90
0071419	CHRISTOPHER SERRA	02/27/2019	180.00
0071420	SIGNAL ELECTRIC CORP	02/27/2019	8946.46
0071421	SIX WARD SERVICE CEN	02/27/2019	410.47
0071422	SOMERSET URBAN RENEW	02/27/2019	2799.00
0071423	STANDARD ELEVATOR CO	02/27/2019	1512.64
0071424	STAPLES ADVANTAGE	02/27/2019	787.95
0071425	KAITLYN SUMMERS	02/27/2019	155.00
0071426	SWIFT	02/27/2019	725.15
0071427	TASC	02/27/2019	285.00
0071428	SMS VALET	02/27/2019	1192.00
0071429	THYSSENKRUPP ELEVATO	02/27/2019	6619.25
0071430	TRIANGLE FIDELCO IND	02/27/2019	26772.15
0071431	VERIZON	02/27/2019	43.85
0071432	VIC GERARD GOLF CARS	02/27/2019	10547.25
0071433	WB MASON CO INC	02/27/2019	764.48
0071434	MICHAEL WELLING	02/27/2019	180.00
0071435	WILENTZ	02/27/2019	235.00
0071436	BRANDON WILTON	02/27/2019	90.00
0071437	ELICC AMERICAS CORPO	02/27/2019	270.00
0071438	MARVIN WOOLARD	02/27/2019	165.00
0071439	WITHUM SMITH + BROWN	02/27/2019	10000.00

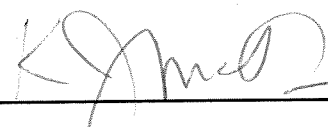
TOTAL CHECKS


714,406.72

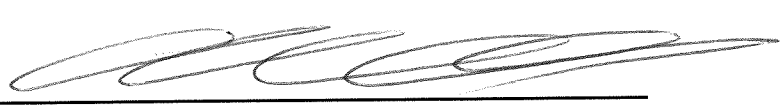
The Parking Authority of the City of New Brunswick February 2019 Resolution of Operating Expenditures

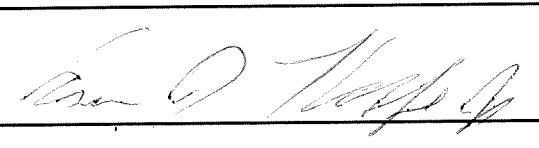
The estimated revenue operating fund expenditures which are noted below carry us through the next payment resolution. The following figures are for the period ending March 27, 2019.

Payroll Estimate	03/06/19	117,000.00
Payroll Estimate	03/20/19	117,000.00
Prior Month Payroll Estimate		(236,000.00)
Total Disbursements		714,406.72
 Total Resolution Amount		 <u><u>712,406.72</u></u>









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

Whereas, the New Brunswick Parking Authority has certain surplus property no longer needed for public use, a 2008 Ford F250 VIN# 1FTNF21578ED08176; 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:
 - 2008 Ford F250 VIN# 1FTNF21578ED08176
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 February 27, 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: February 27, 2019


 Edwin Keefe, Secretary NBPA