

**Reorganization Agenda  
New Brunswick Parking Authority  
January 22, 2020**

- A. Call to Order
- B. Read Public Notice
- C. Nomination and Appointment of the Board Positions for 2020
  - 1. Chairman
  - 2. 1<sup>st</sup> Vice-Chairman
  - 3. Commissioner
  - 4. Treasurer
  - 5. Secretary
- D. Adoption of Regular Board Meeting Schedule for 2020
- E. Appointment of Official Newspapers of the New Brunswick Parking Authority for 2019
- F. Appointment of Auditor for year ended December 31, 2019
- G. Appointment of Bond Trustee for 2020
- H. Appointment of New Brunswick Parking Authority Banks and Signatories (Cash Management Plan) for 2020
- I. Appointment of Parking Enforcement Officers for the New Brunswick Parking Authority for 2019
  - 1. Paul Francois
  - 2. John Lukas
  - 3. Tina Hillsman-Moorman
  - 4. Antoine Johnson
  - 5. Adrian Rivera
  - 6. Dan Smith
- J. Appointment of Public Agency Compliance Officer for 2020
- K. Appointment of Open Public Records Act Officer for 2020
- L. Appointment of Bond Counsel for 2020
- M. Appointment of General Legal Counsel for 2020
- N. Appointment of Special Legal Counsel for 2020
- O. Appointment of Labor Attorney for 2020
- P. Appointment of Parking Consulting Services for 2020
- Q. Appointment of Parking Structure Design and Engineering Services for 2020
- R. Appointment of Real Estate Appraisal Services for 2020
- S. Appointment of Financial Services for 2020
- T. Adjourn

**Minutes of a Reorganization Meeting  
January 22, 2020**

A Reorganization Meeting of the New Brunswick Parking Authority was held on January 22, 2020 in the conference room of the New Brunswick Parking Authority located at 106 Somerset Street, New Brunswick, New Jersey. Mr. David Minchello called the meeting to order at 5:00 p.m.

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

**Commissioners in Attendance:**

Kevin McTernan	Chairman
Tony Caputo	1 <sup>st</sup> Vice Chairman
Louis Garlatti, Jr.	Treasurer
Edwin Keefe	Secretary

**NBPA Personnel in Attendance:**

Mitchell Karon	Executive Director
Bright Rajaratnam	Chief Financial Officer
Stephanie Hart	Human Resources Manager

**Not In Attendance:**

Andrea Eato-White	Commissioner
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**Nomination and Appointment of the Board Positions for 2020**

Mr. Minchello requested nominations for the Chairman of the NBPA Board of Commissioners.

On Motion of Mr. Garlatti, seconded by Mr. Caputo, Kevin McTernan was nominated and appointed Chairman for the year 2020. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

Mr. Minchello turns the meeting over to Chairman Mr. McTernan. Mr. McTernan requested nominations for the Board positions for 2020.

On motion of Mr. McTernan, seconded by Mr. Keefe, Anthony Caputo was nominated and appointed 1st Vice Chairman for the year 2020. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. McTernan, seconded by Mr. Keefe, Louis Garlatti, Jr. was nominated and appointed Treasurer for the year 2020. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. McTernan, seconded by Mr. Garlatti, Edwin Keefe was nominated and appointed Secretary for the year 2020. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. McTernan, seconded by Mr. Garlatti, Andrea Eato-White was nominated and appointed Commissioner for the year 2020. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

**Resolutions**

Mr. Karon reviews the proposed resolutions (agenda items D-S).

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board adopted the Regular Board Meeting Schedule for 2020. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Caputo, seconded by Mr. Garlatti, the Board appointed the Home News Tribune and the Star Ledger as the official newspapers of the New Brunswick Parking Authority for the year 2020. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board approved the appointment of Withum, Smith, & Brown as Auditor for year ended December 31, 2019.

Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Garlatti, seconded by Mr. Keefe, the Board nominated and approved the appointment of Amboy National Bank as the Bond Trustee for the year 2020.

Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Garlatti, seconded by Mrs. Keefe, the Board approved the appointment of Amboy National Bank and the authorized signatories for the New Brunswick Parking Authority's 2020 Cash Management Plan. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board approved the appointment of Paul Francois, Tina Hillsman-Moorman, Antoine Johnson, Adrian Rivera, John Lukas, and Dan Smith as Parking Enforcement Officers for the New Brunswick Parking Authority for the year 2020.

Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Garlatti, seconded by Mr. Keefe, the Board nominated and approved the appointment of Stephanie Hart as the Public Agency Compliance Officer for 2020.

Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board nominated and approved the appointment of Stephanie Hart as the Open Public Records Act Officer for 2020.

Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Keefe, seconded by Mr. Caputo, the Board approved the appointment of Wilentz, Goldman & Spitzer, P.A. as Bond Counsel for the year 2020. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Keefe, seconded by Garlatti, the Board approved the appointment of Rainone Coughlin Minchello LLC as General Legal Counsel for the year 2020.

Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Keefe, seconded by Mr. Caputo, the Board approved the appointment of Wilentz, Goldman & Spitzer, P.A., Rainone Coughlin Minchello LLC, Leonard T. Bier, and Hoagland, Longo, Moran, Dunst & Doukas, LLP as Special Legal Counsel for the year 2020. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Keefe, seconded by Mr. Caputo, the Board approved the appointment of Apruzzese, McDermott, Mastro & Murphy and Rainone Coughlin Minchello LLC as Labor Attorney for the year 2020.

Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Keefe, seconded by Mr. Caputo, the Board approved the appointment of Timothy Haahs and Associates, Bier Associates, and Level G Associates, LLC, for Parking Consulting Services for the year 2020. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Caputo, seconded by Mr. Keefe, the Board approved the appointment of Timothy Haahs and Associates for Parking Structure Design and Engineering services for the year 2020. Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board approved the appointment of Sterling DiSanto & Associates for Real Estate Appraisal Services for the year 2020.

Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board approved the appointment of Bright Consulting Services, LLC for CFO Financial Services for the year 2020.

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 5:10pm.  
Vote: 4 - yes, 0- no, 0- abstain, 1- absent (Eato-White).

A handwritten signature in black ink, appearing to read "LA Garlatti Jr", with a stylized flourish at the end.

Louis A. Garlatti, Jr.  
Treasurer

**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR  
YEAR 2020 MEETING SCHEDULE**

**Whereas**, it is deemed necessary and in the best interest of the Board of Commissioners of the Parking Authority of the City of New Brunswick, in the County of Middlesex, State of New Jersey and for the inhabitants thereof to establish a formal schedule of monthly public meetings for the Board of Commissioners of the Parking Authority of the City of New Brunswick for the Year 2020.

**Now Therefore Be It Resolved**, that the Board of Commissioners of the Parking Authority of the City of New Brunswick have selected the fourth Wednesday of every month, except for November 2020 when no meeting will be held and December 2020 when the meeting will be held on the third Wednesday of the month, as their official meeting dates at 5:00 PM. Meetings will be held in the NBPA Administrative Office Conference Room, 106 Somerset Street, 6<sup>th</sup> Floor, New Brunswick, New Jersey. The public elevator is located ON Somerset Street, between Rutgers University/Barnes & Noble Bookstore and the Vue Resident Lobby; and

**Be It Further Resolved**, that in order to effectuate the objectives of this Resolution, the Parking Authority of the City of New Brunswick shall post the 2020 Meeting Schedule on the Authority's official website; and

**Be It Further Resolved**, that in order to effectuate the objectives of this Resolution, the Parking Authority of the City of New Brunswick shall transmit to the City of New Brunswick Clerk's Office a copy of this Resolution and the attached meeting schedule, requesting that the Clerk post said schedule in the designated area of City Hall, reserved for the posting of public meeting notices; and.

**Be It Further Resolved**, that in order to effectuate the objectives of this Resolution, the Parking Authority of the City of New Brunswick shall transmit for publication to the Parking Authority's two official newspapers, the Star Ledger and the Home News Tribune, a copy of this Resolution and attached meeting schedule; and

**Be It Further Resolved**, that in order to effectuate the objectives of this Resolution, the Parking Authority of the City of New Brunswick shall post in a public place in its Administrative Offices the attached schedule of meetings where it may be viewed by the public.

**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR  
YEAR 2020 MEETING SCHEDULE**

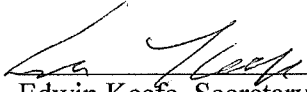
**Voting Record**

Dated: January 22, 2020

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>1</u> /ABSENT
Kevin McTernan	✓			
Anthony Caputo	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
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: January 22, 2020

  
Edwin Keefe, Secretary NBPA

**2020 New Brunswick Parking Authority  
Board of Commissioners  
Meeting Schedule**

January 22, 2020

5:00 pm Reorganization Meeting.  
Regular Board Meeting will commence immediately  
following the Reorganization Meeting

February 26, 2020

March 25, 2020

April 22, 2020

May 27, 2020

June 24, 2020

July 22, 2020

August 26, 2020

September 23, 2020

October 28, 2020

No November 2020 Meeting

December 16, 2020

**All regular meetings will begin at 5:00pm in the Conference Room of the  
New Brunswick Parking Authority, 106 Somerset Street,  
Gateway Village - 6<sup>th</sup> Floor, New Brunswick, New Jersey, 08901.**

**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR  
APPOINTING 2020 OFFICIAL NEWSPAPERS**

**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 and for the inhabitants thereof to select official newspapers for the placing of public notices of the Parking Authority of the City of New Brunswick, in the Year 2019; and

**Whereas**, the Commissioners of the Parking Authority of the City of New Brunswick, have selected the Home News Tribune and The Star Ledger as the official newspapers for the public notices of the Parking Authority of the City of New Brunswick.

**Now Therefore Be It Resolved**, that the Board of Commissioners of the Parking Authority of the City of New Brunswick hereby designate the Home News Tribune and The Star Ledger as the official newspapers for the placing of public notices of the Parking Authority of the City of New Brunswick.

**Be It Further Resolved**, that in order to effectuate the objectives of this Resolution, the Parking Authority of the City of New Brunswick shall transmit to the City of New Brunswick Clerk's Office a copy of this Resolution, requesting that the Clerk place on file in the Clerk's Office, the Authority's designation of the Home News Tribune and The Star Ledger as the official newspapers for the placing of public notices by the Parking Authority of the City of New Brunswick.


**VOTING RECORD**

Dated: January 22, 2020

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>1</u> /ABSENT
Kevin McTernan	✓			
Anthony Caputo	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
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: January 22, 2020

  
Edwin Keefe, Secretary NBPA



**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR QUALIFYING  
ACCOUNTING AND AUDITING FIRM  
PURSUANT TO A FAIR & OPEN RFQ**

**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 qualify an Accounting and Auditing firm pursuant to the "Fair and Open" RFQ process; and

**Whereas**, the firm of:

- Withum, Smith, & Brown, having an office at 1 Tower Center Boulevard, 14<sup>th</sup> Floor, East Brunswick, NJ 08816

has submitted a response to the RFQ for Accounting and Auditing Services requested by the NBPA, as set forth in their written qualifications on file with the NBPA; and

**Whereas**, the Executive Director of the Parking Authority has reviewed the qualifications of said firm and recommends the selection of Withum, Smith, & Brown to perform the 2019 Audit, based upon their qualifications as the Accounting and Auditing firm for the NBPA; and

**Whereas**, said accounting and auditing services to be provided by the firm of Withum, Smith, & Brown are professional services within the definition contained in NJSA 40:11-2(6); and

**Whereas**, the contractual amount for Accounting and Auditing Services is anticipated to exceed the Local Unit Pay-To-Play threshold of \$17,500.

**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. for a one (1) year term hereby qualifies and selects the firm of Withum, Smith, & Brown for Accounting and Auditing Services based upon their written RFQ response, which is on file with the NBPA 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 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 Chief Financial Officer of the NBPA certifying that there are sufficient funds budgeted by the Authority for said professional services contract; and

**Be It Further Resolved**, that in the event that the accounting and auditing services provided by the firm of Withum, Smith, & Brown exceeds \$17,500, the NBPA shall cause said firm to file the appropriate Local Unit Pay-To-Play Law Disclosure statement.

### VOTING RECORD

Dated: January 22, 2020

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>1</u> /ABSENT
Kevin McTernan	✓			
Anthony Caputo	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
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: January 22, 2020

  
Edwin Keefe, Secretary NBPA

**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR  
BOND TRUSTEE APPOINTMENT  
NON FAIR & OPEN CONTRACT**

**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 and for the inhabitants thereof to appoint a Bond Trustee; and

**WHEREAS**, the Commissioners of the New Brunswick Parking Authority are required to annually appoint a Bond Trustee; and

**WHEREAS**, Amboy National Bank has submitted a proposal to provide services as Bond Trustee for the Year 2020 for a fee of \$35,000; and

**WHEREAS**, the NBPA intends to acquire Bond Trustee services as a Non-Fair and Open Contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

**WHEREAS**, the Executive Director has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is one (1) year; and

**WHEREAS**, Amboy National Bank has completed and submitted a business Entity Disclosure Certification which certifies that Amboy National Bank has not made any reportable contributions to a political or candidate committee in the City of New Brunswick in the previous one year, and that the contract will prohibit Amboy National Bank from making any reportable contributions through the term of the contract; and

**WHEREAS**, 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.

**NOW THEREFORE BE IT RESOLVED**, that the New Brunswick Parking Authority award a contract as a Non-Fair and Open Contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate and without competitive bidding as a "Professional Service" pursuant to the Local Public Contract Law of the State of New Jersey, N.J.S.A. 40A:11-5(1)(a) for the calendar year 2020 to Peggy Dembrowski and Susan Haynes of Amboy National Bank as the Bond Trustee(s) in accordance with the written proposal a copy of which is annexed hereto and made a part hereof; and

**BE IT FURTHERED RESOLVED**, by the Commissioners of the New Brunswick Parking Authority, that, Peggy Dembrowski and Susan Haynes of Amboy National Bank are hereby appointed as the Bond Trustee(s) to act on behalf of the Authority effective January 1, 2020 through December 31, 2020 to satisfy the requirements of the NBPA's Bond and Public Financing Agreements; and

**BE IT FURTHER RESOLVED**, that the Business Entity Certification and the Determination of Value be placed on file with this resolution; 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 and to cause notice of this Resolution as required by N.J.S.A. 40A11-5(1) (a) to be published in an appropriate newspaper.

#### **VOTING RECORD**

Dated: January 22, 2020

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>1</u> /ABSENT
Kevin McTernan	✓			
Anthony Caputo	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
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: January 22, 2020

  
Edwin Keefe, Secretary NBPA

**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR  
2020 CASH MANAGEMENT PLAN**

**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 maintain various depository, business checking and investment accounts as part of a “Cash Management Plan” pursuant to N.J.R. 5:31-3.1, and it is necessary to designate by resolution the names of individuals whose signatures shall appear on checks drawn upon the treasury of the Parking Authority, pursuant to N.J.R. 4:31-4.2; and

**Whereas**, the Commissioners of the Parking Authority of the City of New Brunswick have decided it is in the best interest of said Parking Authority to maintain depository, business checking and investment accounts at the following financial institutions, to effectuate its’ “Cash Management Plan” pursuant to N.J.R. 5:31-3.1:

<b>I</b>	<b><u>Amboy National Bank</u></b>	
	<b>Disbursement</b>	Acct. #01-4098-8
	Authorized Signators:	All Commissioners, Chief Financial Officer and Exec. Director
	<b>Collections</b>	Acct. #01-7963-9
	Authorized Signators:	All Commissioners, Chief Financial Officer and Exec. Director
	<b>Credit Card Depository</b>	Acct. #01-7967-1
	Authorized Signators:	All Commissioners, Chief Financial Officer and Exec. Director
	<b>Payroll</b>	Acct. #01-7981-7
	Authorized Signators:	All Commissioners, Chief Financial Officer and Exec. Director & Primepoint
	<b>Street Meter Depository</b>	Acct, #01-8023-8
	Authorized Signators:	All Commissioners, Chief Financial Officer and Exec. Director
	<b>Jersey Avenue</b>	Acct. # 01-8169-2
	Authorized Signators:	All Commissioners, Chief Financial Officer and Exec. Director
	<b>Valet Credit Cards</b>	Acct. # 01-8211-7
	Authorized Signators:	All Commissioners, Chief Financial Officer and Exec. Director
<b>II</b>	<b><u>Cash on Hand</u></b>	
	Change Fund	Executive Director, Chief Financial Officer

Petty Cash

Chief Financial Officer - Assigned

**Now, Therefore Be It Resolved,** that the following personnel and the Commissioners of the Parking Authority of the City of New Brunswick, as indicated below, shall be authorized to sign checks, withdrawal slips, wire transfer authorizations, or other transfer documents for the depository, business checking and investment accounts at the aforesaid financial institutions on behalf of said Parking Authority.

Kevin McTernan	Chairman
Anthony Caputo	1 <sup>st</sup> Vice Chair
Edwin Keefe	Secretary
Louis Garlatti, Jr.	Treasurer
Andrea Eato-White	Commissioner
Mitch Karon	Executive Director
Bright Rajaratnam	Chief Financial Officer
Peggy Dembowski	Bond Trustee
Susan Haynes	Bond Trustee
Primepoint	Authorized Payroll Processing Agent

**And, Be It Further Resolved,** that all financial transactions on behalf of the Parking Authority of the City of New Brunswick at the depository, business checking and investment accounts maintained in the aforesaid financial institutions shall require the signatures of at least two (2) of the authorized signators.

#### VOTING RECORD

Dated: January 22, 2020

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

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: January 22, 2020

  
Edwin Keefe, Secretary NBPA

**NEW BRUNSWICK PARKING AUTHORITY  
2020 RESOLUTION APPOINTING  
PARKING ENFORCEMENT OFFICERS**

**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 and in the best interests of the inhabitants of the City of New Brunswick, to designate certain employees of the aforesaid Parking Authority as Parking Enforcement Officers pursuant to New Jersey Statutes 40:11A et. Seq.

**Now Therefore Be It Resolved**, that the following employees, of the New Brunswick Parking Authority be designated as Parking Enforcement Officers, for an indefinite period unless otherwise amended by the Parking Authority's Board of Commissioners;

Paul Francois  
Tina Hillsman-Moorman

Antoine Johnson  
Adrian Rivera

John Lukas  
Dan Smith

**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 Mitchell Karon, the Executive Director of the Parking Authority, to forward a copy of this resolution to the Municipal Clerk for adoption by the New Brunswick City Council.

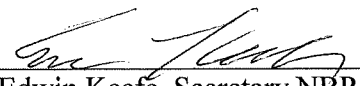
**VOTING RECORD**

Dated: January 22, 2020

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

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Dated: January 22, 2020

  
Edwin Keefe, Secretary NBPA

**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR  
DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER**

**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 and for the inhabitants thereof to appoint a Public Agency Compliance Officer; and

**WHEREAS**, the Division of Contract Compliance & Equal Employment Opportunity in Public Contracts requires that each public agency appoint a Public Agency Compliance Officer (PACO) to act as the liaison between the Division of Contract Compliance to act as the service provider and the agency's point of contact for all matters concerning the implementation and administration of N.J.S.A. 10:5-31 et. seq. and the Commissioners of the New Brunswick Parking Authority desire to fulfill this mandate by appointing a Public Agency Compliance Officer.

**NOW THEREFORE BE IT RESOLVED**, by the Commissioners of the New Brunswick Parking Authority, that Stephanie Hart is hereby appointed as the Public Agency Compliance Officer (PACO) to act as the liaison between the Division of Contract Compliance and the Authority's service provider's pursuant to N.J.S.A. 10:5-31 et. seq., effective January 1, 2020 through December 31, 2020.

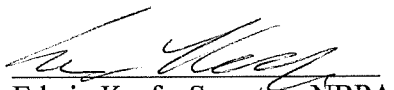
**VOTING RECORD**

Dated: January 22, 2020

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>1</u> /ABSENT
Kevin McTernan	✓			
Anthony Caputo	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
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: January 22, 2020

  
Edwin Keefe, Secretary NBPA



**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR  
OPEN PUBLIC RECORDS ACT**

**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 and for the inhabitants thereof to appoint a Public Records Custodian; and

**WHEREAS**, the Open Public Records Act (OPRA) requires each public agency appoint a records custodian as the person to receive requests from the public for access to public records and the Commissioners of the New Brunswick Parking Authority desire to fulfill this mandate by appointing a Public Records Custodian.

**NOW THEREFORE BE IT RESOLVED**, by the Commissioners of the New Brunswick Parking Authority, that pursuant to the Open Public Records Act, N.J.S.A 47:1A-1 et. seq. (OPRA), Stephanie Hart is hereby appointed the Public Records Custodian to receive and review requests from the public for access to public records, effective January 1, 2020 through December 31, 2020.

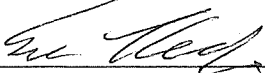
**VOTING RECORD**

Dated: January 22, 2020

COMMISSIONERS	<u>4/YES</u>	<u>0/NO</u>	<u>0/ABSTAIN</u>	<u>1/ABSENT</u>
Kevin McTernan	✓			
Anthony Caputo	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
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: January 22, 2020

  
Edwin Keefe, Secretary NBPA

**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR QUALIFYING  
BOND COUNSEL  
PURSUANT TO A FAIR & OPEN RFQ**

**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 qualify a legal firm as Bond Counsel pursuant to the "Fair and Open" RFQ process; and

**Whereas**, the law firm of:

- Wilentz, Goldman & Spitzer, P.A., having an office at 90 Woodbridge Center Drive, Suite 900, Woodbridge, N.J. 07095

has submitted a response to the RFQ for Bond Counsel requested by the NBPA, as set forth in their written qualifications on file with the NBPA; and

**Whereas**, the Executive Director of the Parking Authority has reviewed the qualifications of the firm that responded to the RFQ and recommends Wilentz, Goldman & Spitzer, P.A. for a one (1) year term, based upon their qualifications as Bond Counsel for the NBPA; and

**Whereas**, said services to be provided by the firm of Wilentz, Goldman & Spitzer, P.A. are professional services within the definition contained in NJSA 40:11-2(6); and

**Whereas**, the contractual amount for Bond Counsel Services is anticipated to exceed the Local Unit Pay-To-Play threshold of \$17,500.

**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. for a one (1) year term hereby qualifies and selects the firm of Wilentz, Goldman & Spitzer, P.A. for Bond Counsel Services based upon their written RFQ response, which is on file with the NBPA 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 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 Chief Financial Officer of the NBPA certifying

**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 Chief Financial Officer of the NBPA certifying that there are sufficient funds budgeted by the Authority for said professional services contract; and

**Be It Further Resolved**, that the law firm of Rainone Coughlin Minchello LLC shall file the appropriate Local Unit Pay-To-Play Law Disclosure statement, when its legal fees exceed \$17,500.

#### VOTING RECORD

Dated: January 22, 2020

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>1</u> /ABSENT
Kevin McTernan	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
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.

Dated: January 22, 2020

  
Edwin Keefe, Secretary NBPA

**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR  
GENERAL LEGAL COUNSEL  
PURSUANT TO A FAIR & OPEN RFQ**

**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 qualify a legal firm(s) as General Legal Counsel for the NBPA pursuant to the "Fair and Open" RFQ process; and

**Whereas**, the law firms of:

- Rainone Coughlin Minchello LLC, having an office at 555 U.S. Highway One South, Suite 440, Iselin, NJ 08830
- Duane Morris LLP, having an office at 30 South 17<sup>th</sup> Street, Philadelphia, PA 19103
- Post Polak, P.A., having an office at 425 Eagle Rock Avenue, Suite 200, Roseland, NJ 07068

have submitted a response to the RFQ for General Legal Counsel requested by the NBPA, as set forth in their written qualifications on file with the NBPA; and

**Whereas**, the Executive Director of the Parking Authority has reviewed the qualifications of the firms that responded to the RFQ and recommends the selection of Rainone Coughlin Minchello LLC for a one (1) year term, based on their qualifications and Agreement for Legal Services (on file with the NBPA) as General Legal Counsel for the NBPA; and

**Whereas**, said services to be provided by the law firm of Rainone Coughlin Minchello LLC are professional services within the definition contained in NJSA 40:11-2(6); and

**Whereas**, the contractual amount for General Legal Counsel Services is \$48,000.00 and exceeds the Local Unit Pay-To-Play threshold of \$17,500.

**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. for a one (1) year term hereby qualifies and selects the law firm of Rainone Coughlin Minchello LLC for General Legal Counsel Services based upon the written RFQ response, which is on file with the NBPA and available for inspection and made a part hereof; and

that there are sufficient funds budgeted by the Authority for said professional services contract; and

**Be It Further Resolved**, that in the event that the legal services provided by the firm of Wilentz, Goldman & Spitzer, P.A. exceeds \$17,500, the NBPA shall cause said firm to file the appropriate Local Unit Pay-To-Play Law Disclosure statement.


### VOTING RECORD

Dated: January 22, 2020

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>1</u> /ABSENT
Kevin McTernan	✓			
Anthony Caputo	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
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: January 22, 2020

  
Edwin Keefe, Secretary NBPA

**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR QUALIFYING  
SPECIAL COUNSEL  
PURSUANT TO A FAIR & OPEN RFQ**

**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 qualify a legal firm(s) as Special Counsel pursuant to the "Fair and Open" RFQ process; and

**Whereas**, the law firms of:

- Wilentz, Goldman & Spitzer, P.A., having an office at 90 Woodbridge Center Drive, Suite 900, Woodbridge, NJ 07095
- Rainone Coughlin Minchello LLC, having an office at 555 U.S. Highway One South, Suite 440, Iselin, NJ 08830
- Leonard T. Bier, Attorney at Law, having an office at 144 Livingston Ave., New Brunswick, NJ 08901
- Carlin & Ward, P.C., having an office at 25A Vreeland Rd., P.O. Box 751, Florham Park, NJ 07932
- Post Polak, P.A., having an office at 425 Eagle Rock Avenue, suite 200, Roseland, NJ 07068
- Hoagland, Longo, Moran, Dunst & Doukas, LLP, having an office at 40 Paterson Street, New Brunswick, NJ 08901

have submitted a response to the RFQ for Special Counsel requested by the NBPA, as set forth in their written qualifications on file with the NBPA; and

**Whereas**, the Executive Director of the Parking Authority has reviewed the qualifications of the firms that responded to the RFQ and recommends Wilentz, Goldman & Spitzer, P.A., Rainone Coughlin Minchello LLC, Leonard T. Bier, and Hoagland, Longo, Moran, Dunst & Doukas, LLP for one a (1) year term, based upon their qualifications as Special Counsel for the NBPA; and

**Whereas**, said services to be provided by the firms of Wilentz, Goldman & Spitzer, P.A., Rainone Coughlin Minchello LLC, Leonard T. Bier, and Hoagland, Longo, Moran, Dunst & Doukas, LLP are professional services within the definition contained in NJSA 40:11-2(6); and

**Whereas**, the contractual amount for Special Counsel Services is anticipated to exceed the Local Unit Pay-To-Play threshold of \$17,500.

**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. for one a (1) year term hereby qualifies and selects the firms of Wilentz, Goldman & Spitzer, P.A., Rainone Coughlin Minchello LLC, Leonard T. Bier, and Hoagland, Longo, Moran, Dunst & Doukas, LLP for Special Counsel Services based upon their written RFQ responses, which are on file with the NBPA 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 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 Chief Financial Officer of the NBPA certifying that there are sufficient funds budgeted by the Authority for said professional services contract; and

**Be It Further Resolved**, that in the event that the legal services provided by the firms of Wilentz, Goldman & Spitzer, P.A., Rainone Coughlin Minchello LLC, Leonard T. Bier, and Hoagland, Longo, Moran, Dunst & Doukas, LLP exceeds \$17,500, the NBPA shall cause said firms to file the appropriate Local Unit Pay-To-Play Law Disclosure statement.

#### VOTING RECORD

Dated: January 22, 2020

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>1</u> /ABSENT
Kevin McTernan	✓			
Anthony Caputo	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
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: January 22, 2020

  
Edwin Keefe, Secretary NBPA

**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR QUALIFYING  
LABOR ATTORNEY  
PURSUANT TO A FAIR & OPEN RFQ**

**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 qualify a law firm(s) as Labor Attorney pursuant to the "Fair and Open" RFQ process; and

**Whereas**, the law firms of:

- Apruzzese, McDermott, Mastro, & Murphy, having an office at 25 Independence Boulevard, Warren, N.J. 07059
- Grace Marmero & Associates, LLP, having an office at 44 Euclid Street, Woodbury, NJ 08096
- Rainone Coughlin Minchello LLC, having an office at 555 U.S. Highway One South, Suite 440, Iselin, NJ 08830

have submitted a response to the RFQ for Labor Attorney requested by the NBPA, as set forth in their written qualifications on file with the NBPA; and

**Whereas**, the Executive Director of the Parking Authority has reviewed the qualifications of the firms that responded to the RFQ and recommends Apruzzese, McDermott, Mastro, & Murphy and Rainone, Coughlin, Minchello, LLC for a one (1) year term, based upon their qualifications as Labor Attorney for the NBPA; and

**Whereas**, said services to be provided by the law firms of Apruzzese, McDermott, Mastro, & Murphy and Rainone Coughlin Minchello LLC are professional services within the definition contained in NJSA 40:11-2(6); and

**Whereas**, the contractual amount for Labor Attorney Services is anticipated to exceed the Local Unit Pay-To-Play threshold of \$17,500.

**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. for a one (1) year term hereby qualifies and selects the firms of Apruzzese, McDermott, Mastro, & Murphy and Rainone Coughlin Minchello LLC for Labor Attorney Services based upon their written RFQ response, which is on file with the NBPA 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 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 Chief Financial Officer of the NBPA certifying that there are sufficient funds budgeted by the Authority for said professional services contract; and

**Be It Further Resolved**, that in the event that the legal services provided by the firms of Apruzzese, McDermott, Mastro, & Murphy and Rainone Coughlin Minchello LLC exceeds \$17,500, the NBPA shall cause said firm to file the appropriate Local Unit Pay-To-Play Law Disclosure statement.


#### VOTING RECORD

Dated: January 22, 2020

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>1</u> /ABSENT
Kevin McTernan	✓			
Anthony Caputo	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
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: January 22, 2020

  
Edwin Keefe, Secretary NBPA

**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR QUALIFYING  
PARKING CONSULTANT  
PURSUANT TO A FAIR & OPEN RFQ**

**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 qualify a Parking Consultant firm(s) pursuant to the “Fair and Open” RFQ process; and

**Whereas**, the firms of:

- Timothy Haahs and Associates, having an office at 144 Livingston Avenue, New Brunswick, NJ 08901
- Level G Associates, LLC, having an office at 34 Lark Avenue, Old Bethpage, N.Y. 11804
- Bier Associates, having an office at 144 Livingston Avenue, New Brunswick, NJ 08901
- Loom US, LLC, having an office at 50 Rector Street, Suite 1406, Newark, NJ 07102
- O&S Associates, having an office at 145 Main Street, Hackensack, NJ 07601

have submitted responses to the RFQ for Parking Consultant Services requested by the NBPA, as set forth in their written qualifications on file with the NBPA; and

**Whereas**, the Executive Director of the Parking Authority has reviewed the qualifications of the firms that responded to the RFQ and recommends Timothy Haahs and Associates, Level G Associates, LLC, and Bier Associates for a one (1) year term, based on their qualifications as Parking Consulting Firms for NBPA projects; and

**Whereas**, said services to be provided by the firms of Timothy Haahs and Associates, Level G Associates, LLC, and Bier Associates are Professional Services within the definition contained in NJSA 40:11-2(6); and

**Whereas**, the contractual amount for Parking Consulting Services is anticipated to exceed the Local Unit Pay-To-Play threshold of \$17,500.

**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. for a one (1) year term hereby qualifies and selects the firms of Timothy Haahs and Associates, Level G Associates, LLC, and Bier Associates for Parking Consulting Services based upon their written RFQ responses, which are on file with the NBPA 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 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 Chief Financial Officer of the NBPA certifying that there are sufficient funds budgeted by the Authority for said professional services contract; and

**Be It Further Resolved**, that in the event that the consulting services provided by the firms of, Timothy Haahs and Associates, Level G Associates, LLC, and Bier Associates exceeds \$17,500, the NBPA shall cause said individual(s) and firm(s) to file the appropriate Local Unit Pay-To-Play Law Disclosure statement.

#### VOTING RECORD

Dated: January 22, 2020

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>1</u> /ABSENT
Kevin McTernan	✓			
Anthony Caputo	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
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: January 22, 2020

  
Edwin Keefe, Secretary NBPA

**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR QUALIFYING  
PARKING STRUCTURE DESIGN & ENGINEERING FIRM  
PURSUANT TO A FAIR & OPEN RFQ**

**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 qualify a Parking Structure Design and Engineering firm(s) pursuant to the "Fair and Open" RFQ process; and

**Whereas**, the firms of:

- Timothy Haahs and Associates, having an office at 144 Livingston Avenue, New Brunswick, NJ 08901
- Thornton Tomasetti, having an office at 744 Broad Street, Newark, NJ 07102

have submitted a response to the RFQ for Parking Structure Design and Engineering Services requested by the NBPA, as set forth in their written qualifications on file with the NBPA; and

**Whereas**, the Executive Director of the Parking Authority has reviewed the qualifications of the firms that responded to the RFQ and recommends Timothy Haahs and Associates for a one (1) year term, based upon their qualifications as Parking Structure Design and Engineering firm for NBPA projects; and

**Whereas**, said services to be provided by the firm of Timothy Haahs and Associates are Professional Services within the definition contained in NJSA 40:11-2(6); and

**Whereas**, the contractual amount for Parking Structure Design and Engineering services is anticipated to exceed the Local Unit Pay-To-Play threshold of \$17,500.

**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. for a one (1) year term hereby qualifies and selects the firm of Timothy Haahs and Associates for Parking Structure Design and Engineering Services based upon their written RFQ response, which is on file with the NBPA 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 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 Chief Financial Officer of the NBPA certifying that there are sufficient funds budgeted by the Authority for said professional services contract; and

**Be It Further Resolved**, that in the event that the consulting services provided by the firm of Timothy Haahs and Associates exceeds \$17,500, the NBPA shall cause said firm to file the appropriate Local Unit Pay-To-Play Law Disclosure statement.

### VOTING RECORD

Dated: January 22, 2020

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>1</u> /ABSENT
Kevin McTernan	✓			
Anthony Caputo	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
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: January 22, 2020

  
Edwin Keefe, Secretary NBPA

**NEW BRUNSWICK PARKING AUTHORITY  
RESOLUTION FOR QUALIFYING  
REAL ESTATE APPRAISAL FIRM  
PURSUANT TO A FAIR & OPEN RFQ**

**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 qualify a Real Estate Appraisal firm(s) pursuant to the "Fair and Open" RFQ process; and

**Whereas**, the firm of:

- Sterling DiSanto & Associates, having an office at 145 West End Avenue, Somerville, NJ 08876

has submitted a response to the RFQ for Real Estate Appraisal Services requested by the NBPA, as set forth in their written qualifications on file with the NBPA; and

**Whereas**, the Executive Director of the Parking Authority has reviewed the qualifications of said firms and recommends the selection of Sterling DiSanto & Associates for a one (1) year term, based upon their qualifications as the Real Estate Appraisal firm for the NBPA; and

**Whereas**, said appraisal services to be provided by the firm of Sterling DiSanto & Associates are professional services within the definition contained in NJSA 40:11-2(6); and

**Whereas**, the contracted amount for Real Estate Appraisal Services by the NBPA is anticipated to exceed the Local Unit Pay-To-Play threshold of \$17,500.

**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. for a one (1) year term hereby qualifies and selects the firm of Sterling DiSanto & Associates for Real Estate Appraisal Services based upon their written RFQ response, which is on file with the NBPA 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 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 Chief Financial Officer of the NBPA certifying that there are sufficient funds budgeted by the Authority for said professional services contract; and

**Be It Further Resolved**, that in the event that the appraisal services provided by the firm of Sterling DiSanto & Associates exceeds \$17,500, the NBPA shall cause said individual and/or firm to file the appropriate Local Unit Pay-To-Play Law Disclosure statement.


### VOTING RECORD

Dated: January 22, 2020

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>1</u> /ABSENT
Kevin McTernan	✓			
Anthony Caputo	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
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: January 22, 2020

  
Edwin Keefe, Secretary NBPA

**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 \$118,560.00 paid in biweekly installments of \$4,560.00, 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 \$118,560.00 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: January 22, 2020

COMMISSIONERS	<u>4</u> /YES	<u>0</u> /NO	<u>0</u> /ABSTAIN	<u>1</u> /ABSENT
Kevin McTernan	✓			
Edwin Keefe	✓			
Louis Garlatti, Jr.	✓			
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.

January 22, 2020

  
Edwin Keefe, Secretary NBPA