

**Agenda**  
**New Brunswick Parking Authority**  
**January 24, 2024**

- A. Call to Order
- B. Read Public Notice
- C. Minutes from December 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 January 2024
- I. Old Business
- J. New Business
- K. Closed Session
  - 1. Legal
  - 2. Personnel
- L. Open Session
- M. Adjourn

**Board Meeting Minutes  
January 24, 2024**

A regular meeting of the New Brunswick Parking Authority was held on January 24, 2024, 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 5:18 p.m.

Mr. McTernan read the public statement as required by P. L. 1975.

<b>Commissioners in Attendance:</b>	Kevin McTernan	Chairman
	Maria Soto	Treasurer
	John Zimmerman	Commissioner
	Andrea Eato-White	Secretary
	Gus Sleiman	Commissioner

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

**Not in Attendance:**

**Minutes**

On motion of Ms. Soto, seconded by Mr. Zimmerman, the board approved the December 2023 regular board meeting. Vote: 4 - yes, 0 - no, 1 - abstain. (Sleiman)

**Executive Director's Report**

Mr. Karon reported on the EV Charging Stations and stated that purchasing has put in the application to the State for the grant money to expand the amount of EV stations in our garages. They are waiting for a response before moving to the next steps of purchasing and installing the new stations.

Mr. Karon reported on the T2 software. Currently they are working with T2 to set up the back-office software. The hardware for the system should be arriving within the next couple of weeks. They are looking to have a functional system in place by the end of February.

Mr. Karon reported on TIBA PARCS. The system is on order, and they have been informed that installation will begin in the coming weeks. They are estimating that by the end of February the Wellness Garage will have the new systems installed.

Mr. Karon reported that as part of the TIBA system, NBPA will be using an account receivable system called Zephyre for monthly parkers. Parkers will be able to sign up and access their parking account credentials to make payments, change vehicle information, and or to cancel their access. Initially the system will be a standalone system, not attached to any revenue control system. As the garages are transitioned to the TIBA equipment, the Zephyre system will be attached to the PARC system. Email correspondence was sent to individuals parkers announcing the new upgrade.

**Finance**

Mr. Rajaratnam reported emailing the financial preliminary statements for December. As well as working on closing December for the audit.

**Legal**

No legal to report.

**Public Comment**

A member of the public asked Mr. McTernan why he abstained from the labor lawyer contract. Mr. McTernan stated he is familiar with some of the principles of the firm.

A member of the public asked if there will be arrangements for zoom meetings for the Parking Authority board and if the public can access the meetings going forward. Mr. McTernan stated that it can be taken under advisement to discuss with the staff.

A member of the public asked if there is any update on the Supermarket space. Mr. McTernan stated they are soliciting companies who might be interested in the space.

**Board Discussion**

No Board Discussion

**Resolutions**

On the motion of Ms. Eato-White, second by Mr. Sleiman, the board approved the payment resolution for January 2024. Vote: 5 - yes, 0 - no, 0 - abstain.

**Old Business**

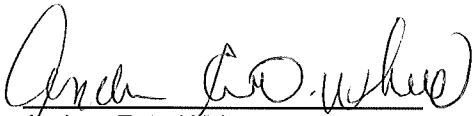
No Old Business.

**New Business**

No New Business.

**Adjournment**

On motion of Mr. Zimmerman, seconded by Ms. Soto, the board adjourned at 5:30 p.m.  
Vote: 5 - yes, 0 - no, 0 - abstain.

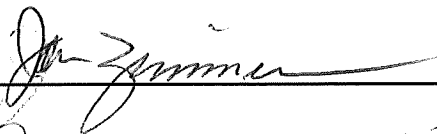


Andrea Eato-White  
Secretary

## The Parking Authority of the City of New Brunswick JANUARY 2024 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	01/31/2024	110,000.00
Payroll Estimate	02/14/2024	110,000.00
Payroll Estimate	02/28/2024	110,000.00
Payroll Estimate	03/13/2024	110,000.00
Payroll Estimate	03/27/2024	110,000.00
Pension Estimate - January 2024	02/07/2024	22,000.00
Pension Estimate - February 2024	03/07/2024	22,000.00
Health Estimate - February 2024	02/15/2024	100,000.00
Health Estimate - March 2024	03/15/2024	100,000.00
Pension employer appropriation	03/15/2024	325,075.00
Prior Month Estimate		(448,000.00)
 Total Disbursements		 1,576,174.95
 Total Resolution Amount		 <u><u>2,247,249.95</u></u>







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The Parking Authority of the City of New Brunswick  
 JANUARY 2024 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	HEALTH - DECMBER 2023	12/15/2023	81,936.89
WIRE	HEALTH - DECMBER 2023	12/15/2023	12,337.26
WIRE	PAYROLL 12-22-23	12/20/2023	107,371.61
WIRE	FSA 12-22-23	12/20/2023	99.99
WIRE	PAYROLL 01-05-24	01/03/2024	117,487.37
WIRE	FSA 01-05-24	01/03/2024	227.68
WIRE	PENSION - DECEMBER 2023	01/03/2024	19,922.51
WIRE	PAYROLL 01-19-24	01/17/2024	106,177.45
WIRE	FSA 01-19-24	01/17/2024	227.68
WIRE	HEALTH - JANUARY 2023	01/24/2024	86,742.40
WIRE	HEALTH - JANUARY 2023	01/24/2024	12,263.19
80345	MARY GRISWOLD	01/04/2024	4.00
80346	DCO ENERGY	01/04/2024	105.00
80347	CONCEPCION SALDANA-ACEVEDO	01/04/2024	164.90
80348	ADVANZA TECHNOLOGIES INC	01/04/2024	1,376.00
80349	AFLAC	01/04/2024	746.24
80350	ALLIED FIRE & SAFETY	01/04/2024	908.46
80351	EBRAHEEM AMASHAH	01/04/2024	185.00
80352	ASSA ABLOY ENTRANCE	01/04/2024	1,332.50
80353	AMERICAN TIRE DISTRIBUTORS	01/04/2024	437.56
80354	AUTOMATED LOGIC	01/04/2024	10,699.00
80355	BEST CLEANING	01/04/2024	5,391.61
80356	LEONARD BIER	01/04/2024	675.00
80357	BRUNSWICK SIGN & EXHIBIT CORP.	01/04/2024	253.00
80358	CDW GOVERNMENT	01/04/2024	201.09
80359	CERULLO FIRE PROTECTION INC	01/04/2024	3,795.00
80360	CHRIST CHURCH	01/04/2024	220.00
80361	CIRCLE JANITORIAL SUPPLIES	01/04/2024	440.30
80362	CLEAN MAT SERVICES LLC	01/04/2024	347.10
80363	CITY OF NEW BRUNSWICK	01/04/2024	523.50
80364	CITY OF NEW BRUNSWICK	01/04/2024	7,723.00
80365	CITY OF NEW BRUNSWICK	01/04/2024	20.00
80366	CITY OF NEW BRUNSWICK	01/04/2024	87,483.33
80367	CITY OF NEW BRUNSWICK	01/04/2024	137.76
80368	CITY OF NEW BRUNSWICK	01/04/2024	33,556.75
80369	CITY OF NEW BRUNSWICK	01/04/2024	10,821.50
80370	MICHAEL CUTOLA	01/04/2024	135.00
80371	HARRY DELGADO	01/04/2024	1,282.74
80372	EASTERN ARMORED SERVICES INC	01/04/2024	4,940.00
80373	J.C. EHRlich CO., INC.	01/04/2024	162.45
80374	FAST FIRE & SECURITY TECH	01/04/2024	640.00

The Parking Authority of the City of New Brunswick  
**JANUARY 2024 Resolution of Operating Expenditures**

The following expenditures are necessary for the Authority operations  
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<b>CHECKS</b>	<b>VENDOR NAME</b>	<b>DATE</b>	<b>AMOUNT</b>
80375	FOXWOOD SERVICE CENTER	01/04/2024	64.00
80376	GALL LLC	01/04/2024	673.09
80377	NEW JERSEY FAMILY SUPPORT	01/04/2024	380.00
80378	JOHN WALLING-COURT OFFICER	01/04/2024	269.60
80379	NEW JERSEY FAMILY SUPPORT	01/04/2024	376.00
80380	NEW JERSEY FAMILY SUPPORT	01/04/2024	608.00
80381	NEW JERSEY FAMILY SUPPORT	01/04/2024	80.00
80382	RASHAUN C. GARRAWAY	01/04/2024	195.00
80383	GEORGE ST HOLDINGS LLC	01/04/2024	2,309.00
80384	GSRP PROJECT HOLDINGS I, LLC	01/04/2024	1,323.12
80385	HOME DEPOT CREDIT SERVICES	01/04/2024	345.59
80386	HUB PARKING	01/04/2024	118.24
80387	MARCO	01/04/2024	206.71
80388	IMPACT POWER TECHNOLOGIES LLC	01/04/2024	3,096.93
80389	INTERSTATE WASTE SERVICES	01/04/2024	3,544.16
80390	IPS GROUP INC.	01/04/2024	7,764.96
80391	JERSEY ELEVATOR	01/04/2024	65,445.56
80392	THOMAS RODRIGUEZ	01/04/2024	195.00
80393	KF MECHANICAL HEATING & AIR CO	01/04/2024	17,220.00
80394	HELEN KOLIAS	01/04/2024	164.90
80395	K.W. RASTALL OIL COMPANY	01/04/2024	3,086.16
80396	MAUL POWER GROUP	01/04/2024	35,728.16
80397	METLIFE SBC	01/04/2024	671.03
80398	METLIFE	01/04/2024	710.00
80399	MIDDLESEX COUNTY TREASURER	01/04/2024	3,500.72
80400	MODERN GROUP LTD	01/04/2024	49,635.57
80401	SUPERIOR VISION OF NJ INC	01/04/2024	249.90
80402	NJ ADVANCE MEDIA	01/04/2024	205.20
80403	NJ MOTOR VEHICLE COMMISSION	01/04/2024	116.50
80404	NJ MOTOR VEHICLE COMMISSION	01/04/2024	34.00
80405	NJ MOTOR VEHICLE COMMISSION	01/04/2024	71.50
80406	MILLIONCLIX	01/04/2024	7,132.50
80407	PAVAN PATEL	01/04/2024	180.00
80408	PSE&G/WELLNESS GAS	01/04/2024	127.56
80409	PSE&G	01/04/2024	907.13
80410	PSE&G	01/04/2024	2,924.15
80411	PSE&G/ OLD FRESH GROCERY GAS	01/04/2024	190.04
80412	RUTGERS UNIVERSITY	01/04/2024	3,997.09
80413	RUTGERS STATE OF NJ	01/04/2024	6,749.65
80414	DAVID SAMAYOA	01/04/2024	195.00
80415	SIGNAL ELECTRIC CORP	01/04/2024	8,854.00
80416	STAR QUALITY CLEANERS & TAILOR	01/04/2024	279.00
80417	SUNBELT RENTALS INC	01/04/2024	3,450.00

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<b>CHECKS</b>	<b>VENDOR NAME</b>	<b>DATE</b>	<b>AMOUNT</b>
80418	JAMES KELLY-COURT OFFICER	01/04/2024	240.00
80419	SWIFT ELECTRICAL SUPPLY CO	01/04/2024	2,920.60
80420	THYSSENKRUPP ELEVATOR CORP	01/04/2024	363.00
80421	TRIANGLE FIDELCO INDUST. CTR	01/04/2024	31,023.48
80422	UGI ENERGY SERVICES LLC	01/04/2024	152.81
80423	VERIZON WIRELESS	01/04/2024	1,654.69
80424	VERIZON	01/04/2024	462.10
80425	VERIZON CABS	01/04/2024	3,020.64
80426	VERIZON/FAX	01/04/2024	57.01
80427	WB MASON CO INC	01/04/2024	691.56
80428	ROBERT COYLE	01/24/2024	11.00
80429	MAURO CAPPELLUTI	01/24/2024	150.00
80430	MAGYAR BANK	01/24/2024	2.00
80431	DIANA VALVERDE LEON	01/24/2024	97.50
80432	SCOTT BURNS	01/24/2024	97.50
80433	CONCEPCION SALDANA-ACEVEDO	01/24/2024	184.50
80434	COSTELLOS ACE HARDWARE	01/24/2024	23.90
80435	ALLIED UNIVERSAL	01/24/2024	14,945.68
80436	ARCO COMMERCIAL ROOFING	01/24/2024	3,250.00
80437	BEST CLEANING	01/24/2024	4,858.31
80438	LEONARD BIER	01/24/2024	675.00
80439	OPTIMUM	01/24/2024	787.55
80440	OPTIMUM	01/24/2024	64.73
80441	CABLEVISION LIGHTPATH INC	01/24/2024	3,371.36
80442	CDW GOVERNMENT	01/24/2024	3,833.12
80443	CENTRAL JERSEY PROPERTY	01/24/2024	22,937.50
80444	CERULLO FIRE PROTECTION INC	01/24/2024	9,995.00
80445	CLEAN MAT SERVICES LLC	01/24/2024	347.10
80446	CITY OF NEW BRUNSWICK	01/24/2024	18,683.11
80447	CITY OF NEW BRUNSWICK	01/24/2024	87,483.33
80448	CITY OF NEW BRUNSWICK	01/24/2024	40,548.42
80449	CITY OF NEW BRUNSWICK (WATER)	01/24/2024	148.79
80450	J.C. EHRlich CO., INC.	01/24/2024	162.45
80451	FOXWOOD SERVICE CENTER	01/24/2024	1,183.25
80452	GALL LLC	01/24/2024	289.60
80453	GANNETT NJ NEWSPAPERS	01/24/2024	75.95
80454	SUSAN GARCIA-WILLIAMS	01/24/2024	165.00
80455	NEW JERSEY FAMILY SUPPORT	01/24/2024	190.00
80456	JOHN WALLING-COURT OFFICER	01/24/2024	134.80
80457	NEW JERSEY FAMILY SUPPORT	01/24/2024	188.00
80458	NEW JERSEY FAMILY SUPPORT	01/24/2024	304.00
80459	NEW JERSEY FAMILY SUPPORT	01/24/2024	40.00
80460	GEORGE ST HOLDINGS LLC	01/24/2024	1,947.08

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<b>CHECKS</b>	<b>VENDOR NAME</b>	<b>DATE</b>	<b>AMOUNT</b>
80461	GUARANTEED MOTOR TOWING	01/24/2024	190.00
80462	HOME DEPOT CREDIT SERVICES	01/24/2024	965.90
80463	HONGXI HUANG	01/24/2024	97.50
80464	HUB PARKING	01/24/2024	14,897.08
80465	INDEPENDENT OVERHEAD DOOR INC.	01/24/2024	4,800.00
80466	INTERSTATE WASTE SERVICES	01/24/2024	690.00
80467	JERSEY ELEVATOR	01/24/2024	4,142.50
80468	MITCHELL KARON	01/24/2024	14.49
80469	KEYPORT ARMY AND NAVY	01/24/2024	2,854.60
80470	KF MECHANICAL HEATING & AIR CO	01/24/2024	3,149.62
80471	HELEN KOLIAS	01/24/2024	184.50
80472	LADY LOCKSMITHING LLC.	01/24/2024	543.43
80473	CANRONG LIN	01/24/2024	155.00
80474	MALOUF FORD	01/24/2024	43.57
80475	KEVIN Mc TERNAN	01/24/2024	2,980.17
80476	METLIFE	01/24/2024	355.00
80477	MIDDLESEX COUNTY TREASURER	01/24/2024	3,252.39
80478	MIDDLESEX CNTY MUNICIPAL	01/24/2024	226,036.75
80479	RAINONE COUGHLIN MINCHELLO LLC	01/24/2024	4,000.00
80480	AKERKE MUZAFFAR	01/24/2024	277.50
80481	VERIZON	01/24/2024	316.15
80482	PARKMOBILE USA INC	01/24/2024	12,440.20
80483	PARTS AUTHORITY LLC	01/24/2024	182.09
80484	BEN PAUL	01/24/2024	155.00
80485	PRIMEPOINT LLC	01/24/2024	1,057.75
80486	PSE&G/WELLNESS ELECTRIC	01/24/2024	8,180.05
80487	PSE&G/WELLNESS GAS	01/24/2024	225.72
80488	PSE&G	01/24/2024	41,618.98
80489	PSE&G	01/24/2024	4,415.21
80490	PSE&G	01/24/2024	2,715.54
80491	PSE&G/ OLD FRESH GROCERY GAS	01/24/2024	184.54
80492	QUADIENT FINANCE USA INC	01/24/2024	692.13
80493	QUADIENT FINANCE USA INC	01/24/2024	375.57
80494	MATTHEW ROCK	01/24/2024	165.00
80495	RUTGERS STATE OF NJ	01/24/2024	6,750.22
80496	SCHOENBERG SALT CO., INC.	01/24/2024	7,585.20
80497	SPECTROTEL	01/24/2024	55.05
80498	JAMES KELLY-COURT OFFICER	01/24/2024	120.00
80499	TEAMSTERS LOCAL 469	01/24/2024	295.00
80500	DENZEL THOMAS	01/24/2024	170.00
80501	THE RESTURANT GUYS RADIO	01/24/2024	2,500.00
80502	VERIZON WIRELESS	01/24/2024	1,487.04
80503	VERIZON CABS	01/24/2024	1,455.47



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<b>CHECKS</b>	<b>VENDOR NAME</b>	<b>DATE</b>	<b>AMOUNT</b>
80504	VERIZON CABS	01/24/2024	1,550.62
80505	VERIZON/WELLNESS	01/24/2024	461.87
80506	VERIZON/FAX	01/24/2024	57.00
80507	WB MASON CO INC	01/24/2024	695.59
			<u>1,576,174.95</u>