### Agenda New Brunswick Parking Authority March 27, 2024

B.	Read Public Notice
C.	Minutes from January 2024 Reorganization Meeting Minutes from January 2024 Regular Board Meeting
D.	Executive Director's Report

E. Committee Reports

Call to Order

A.

- 1. Finance
- 2. Legal
- F. Public Comment
- G. Board Discussion
- H. Resolutions
  - 1. Payment Resolution for March 2024
- I. Old Business
- J. New Business
- K. Closed Session
  - 1. Legal
  - 2. Personnel
- L. Open Session
- M. Adjourn

### Board Meeting Minutes March 27, 2024

A regular meeting of the New Brunswick Parking Authority was held on March 27, 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 5:00 p.m.

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

Commissioners in Attendance:

Kevin McTernan

Maria Soto

John Zimmerman Andrea Eato-White Gus Sleiman Chairman (via Zoom)

Treasurer Commissioner Secretary

Commissioner

Legal in Attendance:

Aaron Rainone

General Counsel

NBPA Personnel in Attendance:

Mitchell Karon Bright Rajaratnam

Alexandra Perez

Executive Director Chief Financial Officer

Human Resources Manager

#### Not in Attendance:

### **Minutes**

On motion of Ms. Eato-White, seconded by Mr. Zimmerman, the board approved the minutes from the January 2024 reorganization meeting. Vote: 5 - yes, 0 - no, 0 - abstain.

On motion of Ms. Soto, seconded by Mr. Sleiman, the board approved the minutes of the January 2024 regular board meeting. Vote: 5 - yes, 0 - no, 0 - abstain.

On motion of Mr. Zimmerman, seconded by Ms. Soto, the board approved \$0.75 additional differential amount for Enforcement officers working the night shift. Vote: 5 - yes, 0 - no, 0 - abstain.

### **Executive Director's Report**

Mr. Karon reported on parking fines, at the March 20<sup>th</sup> council meeting the city of New Brunswick approved increases in the parking violation fines. As a result of this increase the NBPA will receive \$6.00 for each ticket paid that was processed through the PAT system. This is a 50% increase in the share that the Authority receives. These funds help offset some of the cost of the enforcement department.

Mr. Karon reported the hours of the Enforcement department have been extended until midnight. There are currently two officers working the 3:00PM – 12:00AM shift. Two additional officers were recently hired and are being trained and will eventually be added to the 3:00PM-12:00AM shift. Due to the extended hours, Mr. Karon would like to offer a shift differential of \$0.75 per hour to their hourly rate. Mr. Karon asked the board to make a motion to pay this additional amount to enforcement officers working the night shift.

Mr. Karon reported on the restoration and maintenance of the parking facilities. Mr. Karon stated the structural engineers have been on site to assess the physical condition of the parking facilities. They expect a scope of work and cost estimate in the coming weeks after which they will issue an RFP for

contractors to bid on the work. Just like in past years, most of the work will be conducted during the summer months when usage is less than usual.

Mr. Karon reported on TIBA PARCS, the installation at the Wellness Garage is scheduled to begin on April 16<sup>th</sup>. Installation is scheduled to take a few days. They will have additional personnel assigned to the facility during this time to help with the access and egress of vehicles.

Mr. Karon reported on T2 Hardware, the installation of the cameras and support systems is scheduled for April 10 and 11<sup>th</sup>. After which they will have a fully functioning system in place at the NBPAC garage. Monthly permit invoicing for April was processed through the T2 system.

#### **Finance**

No financial to report.

### Legal

No legal to report.

#### **Public Comment**

A member of the public asked if there is any update on arrangements for zoom meetings for the Parking Authority board and if the public can access the meetings going forward. Mr. McTernan stated that it will be taken under advisement to discuss and will report back in the next meeting.

A member of the public asked if there is any updated on the Supermarket space. Mr. Karon stated there is only interest in the Supermarket space.

A member of the public asked if there were any developments in projects or new parking decks. Mr. Karon stated no.

#### Resolutions

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

#### **Old Business**

No old business.

#### **New Business**

No new business.

### Adjournment

On motion of Mr. Sleiman, seconded by Ms. Eato-White, the board adjourned at 5:07 p.m. Vote: 5 - yes, 0 - no, 0 - abstain.

Andrea Eato-White

Secretary

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 24, 2024.

Payroll Estimate	04/10/2024	110,000.00
Payroll Estimate	04/24/2024	110,000.00
Payroll Estimate	05/08/2024	110,000.00
Payroll Estimate	05/22/2024	110,000.00
Pension Estimate - March 2024	04/07/2024	26,700.00
Pension Estimate - April 2024	05/07/2024	26,700.00
Health Estimate - April 2024	04/15/2024	100,000.00
Health Estimate - May 2024	05/15/2024	100,000.00
		90,000.00
Prior Month Estimate	· .	(794,000.00)
Total Disbursements		1,986,982.57
Total Resolution Amount		1,976,382.57

Marin LSOD

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CHECKS	VENDOR NAME	DATE	AMOUNT
WIRE	HEALTH - JANUARY 2024	01/25/2024	1,000.00
WIRE	FSA 02-02-24	01/31/2024	227.68
WIRE	PAYROLL 02-02-24	01/31/2024	107,607.02
WIRE	FSA 02-16-24	02/14/2024	227.68
WIRE	PAYROLL 02-16-24	02/14/2024	103,989.23
WIRE	HEALTH - FEBRUSRY 2024	02/15/2024	97,217.45
WIRE	HEALTH - FEBRUSRY 2024	02/15/2024	13,263.19
WIRE	PENSION - JANUARY	02/16/2024	22,000.00
WIRE	FSA 03-01-24	02/28/2024	227.68
WIRE	PAYROLL 03-01-24	02/28/2024	110,010.30
WIRE	PENSION - FEBRUARY	03/07/2024	22,000.00
WIRE	FSA 03-15-24	03/13/2024	227.68
WIRE	PAYROLL 03-15-24	03/13/2024	107,167.13
WIRE	HEALTH - MARCH 2024	03/15/2024	93,566.88
WIRE	HEALTH - MARCH 2024	03/15/2024	13,263.19
WIRE	PENSION - EMPLOYER	03/15/2024	325,075.00
WIRE	FSA 03-15-24	03/27/2024	227.68
WIRE	PAYROLL 03-15-24	03/27/2024	112,086.39
80508	MOHAMMED TARIQ	02/12/2024	3.00
80509	JERRY SHILLING	02/12/2024	4.00
80510	Monica Smith	02/12/2024	9.00
80511	ANDREW KLEIN	02/12/2024	2.00
80512	MICHELLE ALPHE	02/12/2024	2.00
80513	ADVANZA TECHNOLOGIES INC	02/12/2024	1,376.00
80514	AFLAC	02/12/2024	861.78
80515	ALLIED FIRE & SAFETY	02/12/2024	760.00
80516	ALLIED UNIVERSAL	02/12/2024	15,691.13
80517	BRUNSWICK URGENT CARE PA	02/12/2024	260.00
80518	BUTTS TICKET COMPANY	02/12/2024	1,765.00
80519	OPTIMUM	02/12/2024	787.62
80520	OPTIMUM	02/12/2024	64.73
80521	CASH: CHANGE FUND/PETTY CASH	02/12/2024	90.00
80522	CERULLO FIRE PROTECTION INC	02/12/2024	726.60
80523	CIRCLE JANITORIAL SUPPLIES	02/12/2024	859.12
80524	CLEAN MAT SERVICES LLC	02/12/2024	1,090.00
80525	EGP BUSINESS SOLUTIONS DIV OF	02/12/2024	567.20
80526	EASTERN ARMORED SERVICES INC	02/12/2024	4,996.00
80527	J.C. EHRLICH CO., INC.	02/12/2024	82.40
80528	FOXWOOD SERVICE CENTER	02/12/2024	1,034.30
80529	NEW JERSEY FAMILY SUPPORT	02/12/2024	190.00
80530	JOHN WALLING-COURT OFFICER 2	02/12/2024	134.80

CHECKS	VENDOR NAME	DATE	AMOUNT
80531	NEW JERSEY FAMILY SUPPORT	02/12/2024	188.00
80532	NEW JERSEY FAMILY SUPPORT	02/12/2024	304.00
80533	NEW JERSEY FAMILY SUPPORT	02/12/2024	40.00
80534	RASHAUN C. GARRAWAY	02/12/2024	195.00
80535	GSRP PROJECT HOLDINGS I, LLC	02/12/2024	517.96
80536	EMMA HALL	02/12/2024	1,030.00
80537	HICKS COMMUNICATIONS INC	02/12/2024	4,750.00
80538	HOME DEPOT CREDIT SERVICES	02/12/2024	46.88
80539	HUB PARKING	02/12/2024	14,897.08
80540	INTERSTATE WASTE SERVICES	02/12/2024	2,164.16
80541	IPS GROUP INC.	02/12/2024	7,337.86
80542	MITCHELL KARON	02/12/2024	307.50
80543	MARLYN GROUP LLC	02/12/2024	3,500.00
80544	METLIFE SBC	02/12/2024	4,702.14
80545	METLIFE	02/12/2024	355.00
80546	MIKES AUTO BODY	02/12/2024	368.97
80547	RAINONE COUGHLIN MINCHELLO LLC	02/12/2024	5,012.50
80548	MODERN GROUP LTD	02/12/2024	1,828.00
80549	SUPERIOR VISION OF NJ INC	02/12/2024	237.24
80550	NJ ADVANCE MEDIA	02/12/2024	18.92
80551	NJ MOTOR VEHICLE COMMISSION	02/12/2024	162.50
80552	TREASURER -STATE OF NEW JERSEY	02/12/2024	660.00
80553	OTIS ELEVATOR COMPANY	02/12/2024	10,285.92
80554	PARKMOBILE USA INC	02/12/2024	14,855.65
80555	PSE&G/WELLNESS ELECTRIC	02/12/2024	8,411.25
80556	PSE&G	02/12/2024	42,761.17
80557	PSE&G	02/12/2024	7,578.78
80558	PUFFIN STORE NJ LLC	02/12/2024	740.00
80559	RESPONSE COMPUTER GROUP INC	02/12/2024	132.00
80560	SIGNAL ELECTRIC CORP	02/12/2024	618.00
80561	SOMERSET GLASS COMPANY INC	02/12/2024	-
80562	SUNBELT RENTALS INC	02/12/2024	3,450.00
80563	JAMES KELLY-COURT OFFICER	02/12/2024	120.00
80564	SWIFT ELECTRICAL SUPPLY CO	02/12/2024	783.86
80565	TEAMSTERS LOCAL 469	02/12/2024	295.00
80566	THYSSENKRUPP ELEVATOR CORP	02/12/2024	8,248.00
80567	TRIANGLE FIDELCO INDUST. CTR	02/12/2024	31,023.48
80568	UGI ENERGY SERVICES LLC	02/12/2024	287.52
80569	VERIZON	02/12/2024	462.00
80570	VERIZON CABS	02/12/2024	3,764.10
80571	VERIZON CABS	02/12/2024	2,501.64
80572	VERIZON CABS	02/12/2024	4,962.42
80573	WB MASON CO INC	02/12/2024	1,113.61

CHECKS	VENDOR NAME	DATE	AMOUNT
80574	DAVID FREEDEL	03/07/2024	12.00
80575	DAN KARLIK	03/07/2024	4.00
80576	JANICE STAIB	03/07/2024	12.00
80577	ISABELLA ESCOBAR	03/07/2024	8.00
80578	Clarence Walker	03/07/2024	128.00
80579	Wahab Mufti	03/07/2024	6.00
80580	ACCESS LOCKSMITH	03/07/2024	4,415.67
80581	CONCEPCION SALDANA-ACEVEDO	03/07/2024	174.70
80582	COSTELLOS ACE HARDWARE	03/07/2024	13.79
80583	ADVANZA TECHNOLOGIES INC	03/07/2024	1,394.50
80584	AFLAC	03/07/2024	861.78
80585	ALLIED UNIVERSAL	03/07/2024	19,342.63
80586	BEST PRODUCTS SALES	03/07/2024	485.00
80587	BEST CLEANING	03/07/2024	14,574.93
'80588	LEONARD BIER	03/07/2024	675.00
80589	OPTIMUM	03/07/2024	787.58
80590	OPTIMUM	03/07/2024	64.26
80591	CABLEVISION LIGHTPATH INC	03/07/2024	3,371.36
80592	CDW GOVERNMENT	03/07/2024	616.27
80593	CENTRAL JERSEY PROPERTY	03/07/2024	18,907.50
80594	KAI-YUAN CHENG	03/07/2024	160.00
80595	CINTAS CORP LOC 062	03/07/2024	493.67
80596	CLEAN MAT SERVICES LLC	03/07/2024	518.60
80597	CITY OF NEW BRUNSWICK	03/07/2024	148.79
80598	CITY OF NEW BRUNSWICK	03/07/2024	63.00
80599	CITY OF NEW BRUNSWICK	03/07/2024	87,483.33
80600	DAVIS COMMERCIAL	03/07/2024	2,140.50
80601	DOWNTOWN PRINTING CENTER	03/07/2024	256.00
80602	EASTERN ARMORED SERVICES INC	03/07/2024	4,940.00
80603	GALL LLC	03/07/2024	80.93
80604	GANNETT NJ NEWSPAPERS	03/07/2024	42.02
80605	NEW JERSEY FAMILY SUPPORT	03/07/2024	190.00
80606	JOHN WALLING-COURT OFFICER	03/07/2024	134.80
80607	NEW JERSEY FAMILY SUPPORT	03/07/2024	188.00
80608	NEW JERSEY FAMILY SUPPORT	03/07/2024	304.00
80609	GEORGE ST HOLDINGS LLC	03/07/2024	1,554.31
80610	GRAINGER, INC	03/07/2024	470.98
80611	GSRP PROJECT HOLDINGS I, LLC	03/07/2024	1,709.38
80612	THE HELDRICH	03/07/2024	500.00
80613	HICKS COMMUNICATIONS INC	03/07/2024	3,230.00
80614	HOME DEPOT CREDIT SERVICES	03/07/2024	819.09
80615	HUB PARKING	03/07/2024	14,897.08
80616	MARCO	03/07/2024	24.48

CHECKS	VENDOR NAME	DATE	AMOUNT
80617	INSTITUTE FOR PROFESSIONAL	03/07/2024	50.00
80618	INTERSTATE WASTE SERVICES	03/07/2024	4,354.16
80619	IPS GROUP INC.	03/07/2024	7,942.52
80620	JERSEY ELEVATOR	03/07/2024	3,115.37
80621	BUSHRA REHMAN	03/07/2024	30,000.00
80622	MITCHELL KARON	03/07/2024	1,812.49
80623	KF MECHANICAL HEATING & AIR CO		2,697.00
80624	HELEN KOLIAS	03/07/2024	174.70
80625	MALOUF FORD	03/07/2024	420.88
80626	MAUL POWER GROUP	03/07/2024	661.26
80627	MD RADIO SERVICE	03/07/2024	1,878.80
80628	METLIFE	03/07/2024	370.00
80629	MIDDLESEX COUNTY TREASURER	03/07/2024	3,991.36
80630	MODERN GROUP LTD	03/07/2024	2,828.00
80631	NAKAGAWA MANUFACTURING INC	03/07/2024	1,552.30
80632	SUPERIOR VISION OF NJ INC	03/07/2024	244.92
80633	NJ MOTOR VEHICLE COMMISSION	03/07/2024	128.00
80634	MILLIONCLIX	03/07/2024	570.00
80635	PAPER ENTERPRISES, INC.	03/07/2024	1,859.04
80636	PARKMOBILE USA INC	03/07/2024	11,758.20
80637	PARTS AUTHORITY LLC	03/07/2024	104.40
80638	POWERDMS, INC	03/07/2024	5,554.98
80639	PRIMEPOINT LLC	03/07/2024	2,390.70
80640	PSE&G/WELLNESS ELECTRIC	03/07/2024	7,921.85
80641	PSE&G/WELLNESS GAS	03/07/2024	202.79
80642	PSE&G	03/07/2024	6,480.20
80643	PSE&G	03/07/2024	2,737.12
80644	QUADIENT FINANCE USA INC	03/07/2024	500.00
80645	RUTGERS UNIVERSITY	03/07/2024	3,907.30
80646	RUTGERS STATE OF NJ	03/07/2024	6,240.35
80647	SCHOENBERG SALT CO., INC.	03/07/2024	7,585.20
80648	ELLEN SIEGEL	03/07/2024	174.70
80649	SOMERSET GLASS COMPANY INC	03/07/2024	1,440.00
80650	SPECTROTEL	03/07/2024	55.00
80651	SUNBELT RENTALS INC	03/07/2024	3,450.00
80652	JAMES KELLY-COURT OFFICER	03/07/2024	120.00
80653	TASC	03/07/2024	304.80
80654	TEAMSTERS LOCAL 469	03/07/2024	335.00
80655	TRAX CAR WASH	03/07/2024	1,700.00
80656	TRIANGLE FIDELCO INDUST. CTR	03/07/2024	31,023.48
80657	UGI ENERGY SERVICES LLC	03/07/2024	252.88
80658	VERIZON WIRELESS	03/07/2024	1,487.04
80659	VERIZON	03/07/2024	462.00
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CHECKS	VENDOR NAME	DATE	AMOUNT
80660	VERIZON CABS	03/07/2024	4,080.78
80661	VERIZON/WELLNESS	03/07/2024	461.87
80662	VERIZON/FAX	03/07/2024	57.00
80663	WB MASON CO INC	03/07/2024	781.11
80665	TIM MACHAN	03/27/2024	92.50
80666	ERIC LANG	03/27/2024	7.00
80667	STEPHEN CUMBER	03/27/2024	4.00
80668	PHYLLIS DEL BAGNO	03/27/2024	6.00
80669	JEREMY LUTZ	03/27/2024	20.00
80670	RAHUL KAPOOR	03/27/2024	195.00
80671	SUNG KIM	03/27/2024	185.00
80672	CONCEPCION SALDANA-ACEVEDO	03/27/2024	174.70
80673	COSTELLOS ACE HARDWARE	03/27/2024	50.26
80674	ADVANZA TECHNOLOGIES INC	03/27/2024	1,394.50
80675	AFLAC	03/27/2024	1,292.67
80676	ALLIED FIRE & SAFETY	03/27/2024	3,490.00
80677	RICHARD ALLEN-PAGE	03/27/2024	375.00
80678	ARCO COMMERCIAL ROOFING	03/27/2024	553.25
80679	ARROWHEAD RESELLERS CORP	03/27/2024	1,234.74
80680	AMERICAN TIRE DISTRIBUTORS	03/27/2024	646.74
80681	LEONARD BIER	03/27/2024	675.00
80682	CABLEVISION LIGHTPATH INC	03/27/2024	3,371.36
80683	CAR CARE COLLISION LLC	03/27/2024	1,865.54
80684	CERULLO FIRE PROTECTION INC	03/27/2024	4,695.00
80685	YUNHYUK CHANG	03/27/2024	102.50
80686	CITY OF NEW BRUNSWICK	03/27/2024	148.79
80687	CITY OF NEW BRUNSWICK- INSPCTN	03/27/2024	1,248.00
80688	CITY OF NEW BRUNSWICK	03/27/2024	148.79
80689	CITY OF NEW BRUNSWICK (WATER)	03/27/2024	150.21
80690	HARRY DELGADO	03/27/2024	512.20
80691	J.C. EHRLICH CO., INC.	03/27/2024	242.50
80692	SCOTT FORCIER	03/27/2024	180.00
80693	NEW JERSEY FAMILY SUPPORT	03/27/2024	570.00
80694	JOHN WALLING-COURT OFFICER	03/27/2024	404.40
80695	NEW JERSEY FAMILY SUPPORT	03/27/2024	564.00
80696	NEW JERSEY FAMILY SUPPORT	03/27/2024	936.00
80697	GEORGE ST HOLDINGS LLC	03/27/2024	1,735.77
80698	GRAINGER, INC	03/27/2024	2,848.72
80699	GSRP PROJECT HOLDINGS I, LLC	03/27/2024	962.82
80700	TIAN HAO	03/27/2024	195.00
80701	HICKS COMMUNICATIONS INC	03/27/2024	2,250.00
80702	HOME DEPOT CREDIT SERVICES	03/27/2024	1,237.80
80703	INSTITUTE FOR PROFESSIONAL 6	03/27/2024	50.00

CHECKS	VENDOR NAME	DATE	AMOUNT
80704	INTERSTATE WASTE SERVICES	03/27/2024	730.00
80705	IPS GROUP INC.	03/27/2024	80.57
80706	JERSEY ELEVATOR	03/27/2024	3,515.50
80707	JOHNSON CONTROLS	03/27/2024	660.00
80708	MITCHELL KARON	03/27/2024	1,384.06
80709	KF MECHANICAL HEATING & AIR CO	03/27/2024	997.50
80710	HELEN KOLIAS	03/27/2024	174.70
80711	K.W. RASTALL OIL COMPANY	03/27/2024	433.46
80712	LAMINATOR.COM	03/27/2024	360.96
80713	WEN LYN	03/27/2024	170.00
80714	JULIA MARTORANO	03/27/2024	127.50
80715	METLIFE SBC	03/27/2024	2,715.71
80716	METLIFE	03/27/2024	1,095.00
80717	RAINONE COUGHLIN MINCHELLO LLC	03/27/2024	5,118.20
80718	MODERN GROUP LTD	03/27/2024	400.00
80719	SUPERIOR VISION OF NJ INC	03/27/2024	496.38
80720	NETTA ARCHITECTS	03/27/2024	3,866.66
80721	PARKMOBILE USA INC	03/27/2024	14,220.00
80722	PARTS AUTHORITY LLC	03/27/2024	228.76
80723	PRECISION TECHNOLOGY SOLUTIONS	03/27/2024	1,800.00
80724	PRIMEPOINT LLC	03/27/2024	1,109.95
80725	PSE&G/WELLNESS GAS	03/27/2024	172.48
80726	PSE&G	03/27/2024	44,868.01
80727	PSE&G/ OLD FRESH GROCERY GAS	03/27/2024	182.79
80728	QUADIENT FINANCE USA INC	03/27/2024	547.68
80729	KIMBERLY RICHARDSON	03/27/2024	195.00
80730	ROUTE 18	03/27/2024	192.60
80731	RUTGERS UNIVERSITY	03/27/2024	4,465.11
80732	RUTGERS STATE OF NJ	03/27/2024	8,430.36
80733	ELLEN SIEGEL	03/27/2024	174.70
80734	SMARTSIGN	03/27/2024	578.46
80735	KAITLYN SNYDER	03/27/2024	185.00
80736	SOUTHLAND PRINTING CO.	03/27/2024	1,219.28
80737	SPECTROTEL	03/27/2024	56.00
80738	SUNBELT RENTALS INC	03/27/2024	3,450.00
80739	JAMES KELLY-COURT OFFICER	03/27/2024	240.00
80740	SWIFT ELECTRICAL SUPPLY CO	03/27/2024	750.00
80741	T2 SYSTEMS INC	03/27/2024	775.00
80742	TAPCO	03/27/2024	90,937.20
80743	TRIANGLE FIDELCO INDUST. CTR	03/27/2024	31,023.48
80744	TWO BROTHERS CONTRACTING INC	03/27/2024	10,805.06
80745	UGI ENERGY SERVICES LLC	03/27/2024	201.46
80746	ULINE SHIPPING SUPPLIES 7	03/27/2024	2,349.06

CHECKS	VENDOR NAME	DATE	AMOUNT
80747	VERIZON WIRELESS	03/27/2024	1,539.26
80748	VERIZON CABS	03/27/2024	1,977.55
80749	VERIZON CABS	03/27/2024	2,070.31
80750	VERIZON/WELLNESS	03/27/2024	461.87
80751	VERIZON/FAX	03/27/2024	57.00
80752	MICHAEL VINCI	03/27/2024	170.00
80753	JACOB WESTON	03/27/2024	155.00
80754	STEPHANIE HART	03/27/2024	69.73
	4	Eq. distribution	1,986,982.57