



Parking Authority

**Agenda**  
**New Brunswick Parking Authority**  
**October 26, 2022**

- A. Call to Order
- B. Reading of Public Notice
- C. Minutes from September 2022 Regular Board Meeting
- D. Executive Director's Report
- E. Financial Report
- F. Legal Report
- G. Public Comment
- H. Board Discussion
- I. Resolutions
  - 1. Payment Resolution for October 2022
  - 2. Resolution Approving the 2023 Authority Budget
- J. Old Business
- K. New Business
- L. Adjournment

**Minutes of a Regular Board Meeting  
October 26, 2022**

A regular meeting of the New Brunswick Parking Authority was held on October 26, 2022, in the conference room of the New Brunswick Parking Authority, located at 106 Somerset Street, New Brunswick, New Jersey. Chairman Kevin McTernan called the meeting to order at 5:00 p.m.

Mr. McTernan read the public statement of meeting on adequate notice as required by P. L. 1975.

<b>Commissioners in Attendance:</b>	Kevin McTernan	Chairman
	Tony Caputo	Vice Chairman (via telephone)
	Louis Garlatti, Jr.	Treasurer (via telephone)
	Edwin Keefe	Secretary
	Andrea Eato-White	Commissioner (via telephone)

<b>Legal in Attendance:</b>	David Minchello	General Counsel
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<b>NBPA Personnel in Attendance:</b>	Matthew Kennedy	Executive Director
	Bright Rajaratnam	Chief Financial Officer
	Alexandra Perez	Human Resources Manager

**Minutes**

On motion of Mr. Keefe, seconded by Mr. Caputo, the board approved the September 2022 regular board meeting minutes. Vote: 5 - yes, 0 - no, 0 - abstain, 0 - absent.

**Executive Director's Report**

Mr. Kennedy reported that financial performance continued to be solid year to date vis-à-vis budget for both revenue and expenses. He noted that staffing progress continues to be solid and that all elevators of the New Brunswick Parking Authority in all facilities were functioning normally.

Mr. Kennedy additionally reported that the routine structural inspections of parking facilities would be underway in the coming weeks.

**Finance**

Mr. Rajaratnam reported that year-to-date revenue was \$21 million and year-to-date expenses \$13 million, noting that the NBPA was right on budget so far.

**Legal**

No legal to report.

**Public Comment**

A member of the public asked for a summary of the proposed 2023 budget and how it compares to the 2022 budget, and he asked what the total debt of the NBPA was. Mr. Rajaratnam stated that the current bonds payable amount was \$219 million. A member of the public asked for a status update on the

unoccupied Wellness Plaza tenant space leased by the county. Mr. McTernan noted that contractual elements were being finalized for a potential interior demolition project for the space. A member of the public asked if the NBPA was including within the 2023 budget the rent from the county for its leased space in Wellness Plaza, and Mr. Rajaratnam replied that about \$65,000 per month was budgeted. Mr. Minchello noted that the budget would be a publicly available document.

### **Resolutions**

On motion of Mr. Keefe, seconded by Ms. Eato-White, the board approved the Payment Resolution for October 2022. Vote: 5 - yes, 0 - no, 0 - abstain, 0 - absent.

On motion of Mr. Keefe, seconded by Ms. Eato-White, the board approved the Resolution Approving the 2023 Authority Budget. Vote: 5 - yes, 0 - no, 0 - abstain, 0 - absent.

### **Old Business**

No old business.

### **New Business**

No new business.

### **Adjournment**

On motion of Mr. Keefe, seconded by Mr. Garlatti, the board adjourned at 5:07 p.m.  
Vote: 5 - yes, 0 - no, 0 - abstain, 0 - absent.

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Edwin Keefe  
Secretary

# The Parking Authority of the City of New Brunswick October 2022 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 December 14, 2022.**

Payroll Estimate	11/11/2022	80,000.00
Payroll Estimate	11/25/2022	80,000.00
Payroll Estimate	12/09/2022	80,000.00
Pension Estimate - October	11/07/2022	16,000.00
Health Estimate - November	11/14/2022	67,000.00
Pension Estimate - November	12/07/2022	16,000.00
Health Estimate - December	12/14/2022	70,000.00
Prior Month Estimate		(333,000.00)
 Total Disbursements		 862,478.82
 Total Resolution Amount		 <u>938,478.82</u>



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Payroll Estimate	11/25/2022	80,000.00
Payroll Estimate	12/09/2022	80,000.00
Pension Estimate - October	11/07/2022	16,000.00
Health Estimate - November	11/14/2022	67,000.00
Pension Estimate - November	12/07/2022	16,000.00
Health Estimate - December	12/14/2022	70,000.00
Prior Month Estimate		(333,000.00)
 Total Disbursements		 862,478.82
 Total Resolution Amount		 <u>938,478.82</u>

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## The Parking Authority of the City of New Brunswick October 2022 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 - SEPTEMBER 2022	10/07/2022	15,844.08
WIRE	PAYROLL 10/14/22	10/12/2022	77,542.28
WIRE	FSA 10/14/22	10/12/2022	390.94
WIRE	HEALTH - OCT. 2022	10/21/2022	59,219.72
WIRE	HEALTH - OCT. 2022	10/21/2022	11,420.65
WIRE	PAYROLL 10/28/22	10/26/2022	82,464.33
WIRE	FSA 10/28/22	10/26/2022	390.94
78244	GEORGIA FOWLER	10/14/2022	14.00
78245	ANJUM KHALIDI	10/14/2022	5.00
78246	WILLIANALLUR RAGHUPATHI	10/14/2022	23.00
78247	Asra Haqqi	10/14/2022	6.00
78248	SABA AZEEZ	10/14/2022	45.00
78249	JACOB ABRAHAM	10/14/2022	180.00
78250	ADVANCED BUSINESS CONCEPTS	10/14/2022	270.40
78251	ADVANZA TECHNOLOGIES INC	10/14/2022	1,300.95
78252	AMERICAN TIRE DISTRIBUTORS	10/14/2022	1,715.92
78253	DANILO NILSON BENATTI	10/14/2022	295.00
78254	BEST CLEANING	10/14/2022	4,591.66
78255	RICHARD BOOTH	10/14/2022	13.00
78256	BRUNSWICK URGENT CARE PA	10/14/2022	390.00
78257	OPTIMUM	10/14/2022	41.85
78258	CABLEVISION LIGHTPATH INC	10/14/2022	5,216.49
78259	MARCO CABRERA	10/14/2022	310.00
78260	CELESTE CAMARGO	10/14/2022	195.00
78261	CERULLO FIRE PROTECTION INC	10/14/2022	4,595.00
78262	CINTAS CORP LOC 062	10/14/2022	266.25
78263	CITY OF NEW BRUNSWICK	10/14/2022	15,875.00
78264	CITY OF NEW BRUNSWICK	10/14/2022	48.00
78265	CITY OF NEW BRUNSWICK	10/14/2022	84,270.00
78266	CITY OF NEW BRUNSWICK	10/14/2022	26,859.00
78267	ENRIQUE COLON	10/14/2022	247.50
78268	CULTURAL CENTER	10/14/2022	75.76
78269	KELVIN DIOGO	10/14/2022	165.00
78270	EASTERN ARMORED SERVICES INC	10/14/2022	2,253.00
78271	J.C. EHRLICH CO., INC.	10/14/2022	149.04
78272	JOSEPH FAZZIO INC.	10/14/2022	1,297.20
78273	ANUJA GAIKWAD	10/14/2022	195.00
78274	GALL LLC	10/14/2022	38.95
78275	GEORGE ST HOLDINGS LLC	10/14/2022	1,290.46
78276	GSRP PROJECT HOLDINGS I, LLC	10/14/2022	4,049.36
78277	TIA HANTASH	10/14/2022	180.00
78278	AMY HEUSSINGER	10/14/2022	155.00
78279	HIRERIGHT LLC	10/14/2022	1,251.60

## The Parking Authority of the City of New Brunswick October 2022 Resolution of Operating Expenditures

The following expenditures are necessary for the Authority operations  
and are provided for within the annual budget then applicable:

<b>CHECKS</b>	<b>VENDOR NAME</b>	<b>DATE</b>	<b>AMOUNT</b>
78280	HOME NEWS TRIBUNE	10/14/2022	174.06
78281	HOME DEPOT CREDIT SERVICES	10/14/2022	997.86
78282	ASHLEY N HOOD	10/14/2022	85.00
78283	HUB PARKING	10/14/2022	10,372.72
78284	IDENTISOURCE	10/14/2022	2,037.58
78285	INTERSTATE WASTER SERVICES	10/14/2022	1,894.04
78286	IPS GROUP INC.	10/14/2022	6,507.77
78287	JERSEY ELEVATOR	10/14/2022	9,200.00
78288	ELIZABETH KECK	10/14/2022	170.00
78289	MICHAEL KELLER	10/14/2022	180.00
78290	KF MECHANICAL HEATING & AIR CO	10/14/2022	17,059.68
78291	K.W. RASTALL OIL COMPANY	10/14/2022	3,845.04
78292	CHENGYU LIANG	10/14/2022	155.00
78293	QICHAO LIN	10/14/2022	155.00
78294	ANGIE MACHADO	10/14/2022	155.00
78295	MAUL POWER GROUP	10/14/2022	300.00
78296	SAUMYA MAVURI	10/14/2022	170.00
78297	MD RADIO SERVICE	10/14/2022	2,653.55
78298	METLIFE SBC	10/14/2022	2,113.51
78299	METLIFE	10/14/2022	710.00
78300	MIDDLESEX COUNTY TREASURER	10/14/2022	28,700.36
78301	CATHERINE MIELE	10/14/2022	155.00
78302	RAINONE COUGHLIN MINCHELLO LLC	10/14/2022	11,192.50
78303	HARDIK MODI	10/14/2022	545.00
78304	KARIM NASHED	10/14/2022	180.00
78305	NETWORKFLEET	10/14/2022	254.00
78306	NJ MOTOR VEHICLE COMMISSION	10/14/2022	213.00
78307	NJ MOTOR VEHICLE COMMISSION	10/14/2022	46.50
78308	NJ MOTOR VEHICLE COMMISSION	10/14/2022	71.50
78309	NJ MOTOR VEHICLE COMMISSION	10/14/2022	71.50
78310	PARKMOBILE USA INC	10/14/2022	10,108.10
78311	RIYA ASHISH PATEL	10/14/2022	170.00
78312	PAVAN PATEL	10/14/2022	180.00
78313	MARCELINO PEREIRA	10/14/2022	262.50
78314	PRECISION TECHNOLOGY SOLUTIONS	10/14/2022	9,300.00
78315	PRIMEPOINT LLC	10/14/2022	1,026.80
78316	PSE&G/WELLNESS ELECTRIC	10/14/2022	8,673.17
78317	PSE&G	10/14/2022	37,088.30
78318	PSE&G	10/14/2022	2,105.75
78319	PSE&G/ OLD FRESH GROCERY GAS	10/14/2022	227.39
78320	RUTGERS UNIVERSITY	10/14/2022	5,552.38
78321	KAVEH SHAFIAE	10/14/2022	165.00
78322	STATE OF NEW JERSEY	10/14/2022	343.38

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<b>CHECKS</b>	<b>VENDOR NAME</b>	<b>DATE</b>	<b>AMOUNT</b>
78323	RENEE STAPLETON CISZEWSKI	10/14/2022	262.50
78324	JAMES KELLY-COURT OFFICER	10/14/2022	240.00
78325	MERLE TAYLOR	10/14/2022	180.00
78326	TEAMSTERS LOCAL 4069	10/14/2022	399.00
78327	JASON TIPPETT	10/14/2022	180.00
78328	TOWN CLOCK COMMUNITY	10/14/2022	1,500.00
78329	TAMAS VARJAS	10/14/2022	180.00
78330	FERNANDO VELAZQUEZ	10/14/2022	155.00
78331	VERIZON WIRELESS	10/14/2022	1,516.19
78332	VERIZON CABS	10/14/2022	988.46
78333	VERIZON CABS	10/14/2022	1,037.70
78334	VERIZON CABS	10/14/2022	2,075.38
78335	VERIZON/WELLNESS	10/14/2022	425.81
78336	YUKY WANG	10/14/2022	155.00
78337	WB MASON CO INC	10/14/2022	951.47
78338	CARLE WIRSHBA	10/14/2022	155.00
78339	LICHEN YAN	10/14/2022	330.00
78340	JUSTIN YEUNG	10/14/2022	402.50
78341	CONCEPCION SALDANA-ACEVEDO	10/26/2022	170.10
78342	COSTELLOS ACE HARDWARE	10/26/2022	97.89
78343	AFLAC	10/26/2022	435.28
78344	ALLIED FIRE & SAFETY	10/26/2022	380.00
78345	LEONARD BIER	10/26/2022	615.60
78346	CLEAN MAT SERVICES LLC	10/26/2022	347.10
78347	CITY OF NEW BRUNSWICK	10/26/2022	22,148.27
78348	CITY OF NEW BRUNSWICK	10/26/2022	87,483.33
78349	CITY OF NEW BRUNSWICK	10/26/2022	261.60
78350	CITY OF NEW BRUNSWICK (WATER)	10/26/2022	126.39
78351	ESHIKA DAS	10/26/2022	180.00
78352	DF SUPPLY INC	10/26/2022	1,887.45
78353	DANIEL FORREST	10/26/2022	165.00
78354	FOXWOOD SERVICE CENTER	10/26/2022	912.20
78355	HOME DEPOT CREDIT SERVICES	10/26/2022	738.42
78356	IPS GROUP INC.	10/26/2022	1,750.00
78357	JERSEY ELEVATOR	10/26/2022	1,588.33
78358	JOHNSON CONTROLS	10/26/2022	996.99
78359	ARJUN KAPOOR	10/26/2022	180.00
78360	KF MECHANICAL HEATING & AIR CO	10/26/2022	1,874.00
78361	HELEN KOLIAS	10/26/2022	148.50
78362	METLIFE SBC	10/26/2022	2,183.37
78363	METLIFE	10/26/2022	355.00
78364	RAINONE COUGHLIN MINCHELLO LLC	10/26/2022	2,170.00
78365	MODERN GROUP LTD	10/26/2022	3,763.60



The Parking Authority of the City of New Brunswick  
October 2022 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
78366	SUPERIOR VISION OF NJ INC	10/26/2022	229.56
78367	NJ MOTOR VEHICLE COMMISSION	10/26/2022	105.00
78368	NJ MOTOR VEHICLE COMMISSION	10/26/2022	105.00
78369	NJ MOTOR VEHICLE COMMISSION	10/26/2022	105.00
78370	NJ MOTOR VEHICLE COMMISSION	10/26/2022	105.00
78371	CHRISTINE PADULA	10/26/2022	252.50
78372	PSE&G/WELLNESS GAS	10/26/2022	125.54
78373	PSEG/RT27 & KIRKPATRICK ST	10/26/2022	356.83
78374	PSE&G	10/26/2022	1,424.85
78375	PSE&G/ OLD FRESH GROCERY GAS	10/26/2022	235.56
78376	QUADIENT FINANCE USA INC	10/26/2022	375.57
78377	ABUL RAHMAN	10/26/2022	180.00
78378	RUTGERS UNIVERSITY	10/26/2022	4,788.15
78379	RUTGERS STATE OF NJ	10/26/2022	8,037.39
78380	SCHNELL CONTRACTING	10/26/2022	23,195.00
78381	CLAIRE SCHUURMANS	10/26/2022	262.50
78382	SOUTHLAND PRINTING CO.	10/26/2022	8,265.80
78383	SPECTROTEL	10/26/2022	51.56
78384	STAPLES	10/26/2022	455.49
78385	JAMES KELLY-COURT OFFICER	10/26/2022	120.00
78386	TRIANGLE FIDELCO INDUST. CTR	10/26/2022	30,076.10
78387	FERNANDO VELAZQUEZ	10/26/2022	232.50
78388	VERIZON	10/26/2022	36.45
78389	VERIZON/FAX	10/26/2022	53.71
78390	WB MASON CO INC	10/26/2022	226.56
78391	WILENTZ	10/26/2022	60,269.50
			862,478.82

# 2023 AUTHORITY BUDGET RESOLUTION

## New Brunswick Parking Authority

**FISCAL YEAR: January 01, 2023 to December 31, 2023**

WHEREAS, the Annual Budget for New Brunswick Parking Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 has been presented before the governing body of the New Brunswick Parking Authority at its open public meeting of October 26, 2022; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$41,604,938.00, Total Appropriations including any Accumulated Deficit, if any, of \$31,121,036.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$2,100,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$2,100,000.00; and


WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the New Brunswick Parking Authority, at an open public meeting held on October 26, 2022 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the New Brunswick Parking Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023, is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Parking Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the New Brunswick Parking Authority will consider the Annual Budget and Capital Budget/Program for Adoption on December 14, 2022.

  
 \_\_\_\_\_  
 (Secretary's Signature)

10/26/2022  
 \_\_\_\_\_  
 (Date)

**Governing Body Recorded Vote**

Member	Aye	Nay	Abstain	Absent
Kevin McTernan	✓			
Tony Caputo	✓			
Louis Garlatti, Jr.	✓			
Edwin Keefe	✓			
Andrea Eato-White	✓			