



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

- A. Call to Order
- B. Reading of Public Notice
- C. Nomination and Appointment of the Board Positions for 2023
 - 1. Chairman
 - 2. Treasurer
 - 3. Secretary
 - 4. Commissioner
 - 5. Commissioner
- D. Adoption of Regular Board Meeting Schedule for 2024
- E. Appointment of Official Newspapers of the New Brunswick Parking Authority for 2024
- F. Appointment of Auditor for Year Ended December 31, 2023
- G. Appointment of Bond Advisor for 2024
- H. Appointment of Bond Trustee for 2024
- I. Appointment of New Brunswick Parking Authority Banks and Signatories (Cash Management Plan) for 2024
- J. Appointment of Parking Enforcement Officers for the New Brunswick Parking Authority for 2024
- K. Appointment of Public Agency Compliance Officer for 2024
- L. Appointment of Open Public Records Act Officer for 2024
- M. Appointment of Bond Counsel for 2024
- N. Appointment of General Legal Counsel for 2024
- O. Appointment of Special Legal Counsel for 2024
- P. Appointment of Labor Attorney for 2024
- Q. Appointment of Parking Structure Design and Engineering Services for 2024
- R. Appointment of Real Estate Appraisal Services for 2024
- S. Resolution Authorizing Purchase Contracts with Certain Approved Cooperative Pricing Systems
- T. Adjournment

**Board Reorganization 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. Aaron Rainone called the meeting to order at 5:00 p.m.

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

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

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

Not in Attendance:

Nomination and Appointment of the Board Positions for 2024

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

On motion of Mr. Zimmerman, seconded by Ms. Eato-White, the board approved the nomination and appointment of Kevin McTernan for Chairman board position for 2024. Vote: 5 - yes, 0 - no, 0 – abstain.

On motion of Ms. Soto, seconded by Mr. McTernan, the board approved the nomination and appointment of Maria Soto for Treasurer board position for 2024. Vote: 5 - yes, 0 - no, 0 – abstain.

On motion of Mr. Sleiman, seconded by Mr. McTernan, the board approved the nomination and appointment of Andrea Eato-White for Secretary board position for 2024. Vote: 5 - yes, 0 - no, 0 – abstain.

The board approved the nomination and appointment of John Zimmerman for Commissioner board position for 2024. Vote: 5 - yes, 0 - no, 0 – abstain.

The board approved the nomination and appointment of Gus Sleiman for Commissioner board position for 2024. Vote: 5 - yes, 0 - no, 0 – abstain.

Resolutions

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

The board adopted the Regular Board Meeting Schedule for 2024. Vote: 5 - yes, 0 - no, 0 - abstain.

The board approved the appointment of The Home News Tribune and the Star Ledger as official newspapers of New Brunswick Parking Authority for 2024. Vote: 5 - yes, 0 - no, 0 - abstain.

The board approved the appointment of Withum Smith & Brown as Auditor for the year ended December 31,2023. Vote: 5 - yes, 0 - no, 0 - abstain.

The board approved the appointment of Phoenix Advisors, LLC. as Bond Advisor for 2024. Vote: 5 - yes, 0 - no, 0 - abstain.

The board approved the appointment of Amboy National Bank as Bond Trustee for 2024. Vote: 5 - yes, 0 - no, 0 - abstain.

The board approved the appointment of Amboy National Bank, State of New Jersey Cash Management Fund and Signatories (Cash Management Plan) for 2024. Vote: 5 - yes, 0 - no, 0 - abstain.

The board approved the appointment of Paul Francois, Tina Hillsman-Moorman, Jamal Bullard, Antoine Johnson, Dion Smith, Malcolm Robertson, Briana Johnson and Ebony Butts as Parking Enforcement officers for the New Brunswick Parking Authority for 2024. Vote: 5 - yes, 0 - no, 0 - abstain.

The board approved the appointment of a Hung Le as Public Agency Compliance Officer for 2024. Vote: 5 - yes, 0 - no, 0 - abstain.

The board approved the appointment of Alexandra Perez as Open Public Records Act Officer for 2024. Vote: 5 - yes, 0 - no, 0 - abstain.

The board approved the appointment of Wilentz, Goldman & Spitzer P.A. and McManimon, Scotland & Bauman as Bond Counsels for 2024. Vote: 5 - yes, 0 - no, 0 - abstain.

The board approved the appointment of Rainone, Coughlin Minchello LLC., as General Legal Counsel for 2024. Vote: 5 - yes, 0 - no, 0 - abstain.

The board approved the appointment of Wilentz, Goldman & Spitzer P.A. and Rainone, Coughlin , Minchello LLC. as Special Legal Counsel for 2024. Vote: 5 - yes, 0 - no, 0 - abstain.

The board approved the appointment of Apruzzese, McDermott, Mastro & Murphy as Labor Attorney for 2024. Vote: 4 - yes, 0 - no, 1 - abstain (McTernan)

The board approved the appointment of THA Consulting, Inc. as Parking Structure Design and Engineering Services for 2024. Vote: 5 - yes, 0 - no, 0 - abstain.

The board approved the appointment of Sterling DiSanto & Associates as Real Estate Appraisal Services for 2024. Vote: 5 - yes, 0 - no, 0 - abstain.

The board approved the Resolution Authorizing Purchase Contracts with certain Approved Cooperative Pricing Systems including Educational Services Commission of NJ, NJ Parking Coop, Somerset County Coop, Sourcewell Coop, Omnia Coop, New Jersey State Contract . Vote: 5 - yes, 0 - no, 0 - abstain.

Adjournment

On motion of Ms. Eato-White, seconded by Mr. Zimmerman, the board adjourned at 5:18 p.m.
Vote: 5 - yes, 0 - no, 0 - abstain.


Andrea Eato-White, Secretary

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION FOR
YEAR 2024 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 2024.

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 other month, except for December 2024 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, 6th 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 2024 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.

2024 Meeting Schedule

January 24, 2024

5:00 pm Reorganization Meeting.

Regular Board Meeting will commence immediately
following the Reorganization Meeting

March 27, 2024

May 22, 2024

July 24, 2024

September 25, 2024

October 23, 2024

December 18, 2024

RESOLUTION AUTHORIZING YEAR 2024 MEETING SCHEDULE

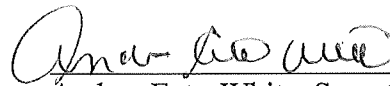
Voting Record

Dated: January 24, 2024

COMMISSIONERS	/YES	/NO	/ABSTAIN	/ABSENT
KEVIN MCTERNAN	/			
GUS SLEIMAN	/			
JOHN ZIMMERMAN	/			
MARIA SOTO	/			
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 24, 2024



Andrea Eato-White, Secretary NBPA

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION FOR
APPOINTING 2024 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 2024; 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.

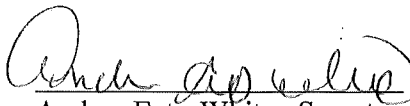
VOTING RECORD

Dated: January 24, 2024

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
Gus Sleiman	/			
John Zimmerman	/			
Maria Soto	/			
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 24, 2024


 Andrea Eato-White., Secretary

**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, 14th 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 2020 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 24, 2024

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
Gus Sleiman	/			
John Zimmerman	/			
Maria Soto	/			
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 24, 2024


 Andrea Eato-White, Secretary

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION FOR QUALIFYING
BOND ADVISOR
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 firm as Bond Advisor pursuant to the "Fair and Open" RFQ process; and

Whereas, the firm of:

- Phoenix Advisors, LLC, having an office at 625 Farnsworth Avenue, Bordentown, NJ 08505

has submitted a response to the RFQ for Bond Advisor requested by the NBPA, as set forth in its 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 Phoenix Advisors, LLC for a one (1) year term, based upon its qualifications as Bond Advisor for the NBPA; and

Whereas, said services to be provided by the firm of Phoenix Advisors, LLC 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. for a one (1) year term hereby qualifies and selects the firm of Phoenix Advisors, LLC for Bond Advisor Services based upon its 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 newspapers 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.

VOTING RECORD

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
Gus Sleiman	/			
John Zimmerman	/			
Andrea Eato-White	/			
Maria Soto	/			

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 24, 2024


 Andrea Eato-White, Secretary

**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 2024 for a fee of \$40,000; 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 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 2024 to Amboy National Bank as the Bond Trustee in accordance with the written proposal, a copy of which is on file in the NBPA office and made a part hereof; and

BE IT FURTHERED RESOLVED, by the Commissioners of the New Brunswick Parking Authority, that Amboy National Bank is hereby appointed as the Bond Trustee to act on behalf of the Authority effective January 1, 2024 through December 31, 2024 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 24, 2024

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
Gus Sleiman	/			
John Zimmerman	/			
Maria Soto	/			
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 24, 2024


 Andrea Eato-White, Secretary

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION FOR
2024 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:

- I** **Amboy National Bank**
- | | |
|--------------------------------|--|
| Disbursement | Acct. #01-4098-8 |
| Authorized Signators: | All Commissioners, Chief Financial Officer and Exec. Director |
|
 | |
| Collections | Acct. #01-7963-9 |
| Authorized Signators: | All Commissioners, Chief Financial Officer and Exec. Director |
|
 | |
| Credit Card Depository | Acct. #01-7967-1 |
| Authorized Signators: | All Commissioners, Chief Financial Officer and Exec. Director |
|
 | |
| Payroll | Acct. #01-7981-7 |
| Authorized Signators: | All Commissioners, Chief Financial Officer and Exec. Director & Primepoint |
|
 | |
| Street Meter Depository | Acct, #01-8023-8 |
| Authorized Signators: | All Commissioners, Chief Financial Officer and Exec. Director |
- II** **State of New Jersey Cash Management Fund** Acct# 000157146-171
- | | |
|-----------------------|---|
| Authorized Signators: | All Commissioners, Chief Financial Officer and Exec. Director |
|-----------------------|---|
- III** **Cash on Hand**
- | | |
|-------------|--|
| Change Fund | Executive Director, Chief Financial Officer - Assigned |
| 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
Gus Sleiman	Commissioner
John Zimmerman	Secretary
Maria Soto	Treasurer
Andrea Eato-White	Secretary
Mitchell Karon	Executive Director
Bright Rajaratnam	Chief Financial Officer
Amboy Bank Designee(s)	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 NBPA signators.

VOTING RECORD

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
Gus Sleiman	/			
Andrea Eato-White	/			
Maria Soto	/			
John Zimmerman	/			

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 24, 2024


Andrea Eato-White, Secretary NBPA

**NEW BRUNSWICK PARKING AUTHORITY
2024 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	Antoine Johnson	Briana Johnson
Tina Hillsman-Moorman	Dion Smith	Ebony Butts
Jamal Bullard	Malcolm Robertson	

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 24, 2024

COMMISSIONERS	/YES	/NO	/ABSTAIN	/ABSENT
Kevin McTernan	/			
Gus Sleiman	/			
John Zimmerman	/			
Maria Soto	/			
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 24, 2024


 Andrea Eato-White, Secretary

**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 Hung (Jimmy) Le 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, 2024 through December 31, 2024.

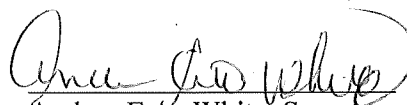
VOTING RECORD

Dated: January 24, 2024

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
Gus Sleiman	/			
John Zimmerman	/			
Maria Soto	/			
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 24, 2024


 Andrea Eato-White, Secretary

**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), Alexandra Perez is hereby appointed the Public Records Custodian to receive and review requests from the public for access to public records, effective January 1, 2024 through December 31, 2024.


VOTING RECORD

Dated: January 24, 2024

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
Gus Sleiman	/			
John Zimmerman	/			
Maria Soto	/			
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 24, 2024


 Andrea Eato-White, Secretary

**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(s) as Bond 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, N.J. 07095
- McManimon, Scotland & Baumann, having an office at 75 Livingston Avenue, 2nd Floor, Roseland, NJ 07068

have 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 firms that responded to the RFQ and recommends Wilentz, Goldman & Spitzer, P.A. and McManimon, Scotland & Baumann for a one (1) year term, based upon its qualifications as Bond Counsel for the NBPA; and

Whereas, said services to be provided by the firm of Wilentz, Goldman & Spitzer, P.A. and McManimon, Scotland & Baumann 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. and McManimon, Scotland & Baumann for Bond Counsel Services based upon its 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 newspapers 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

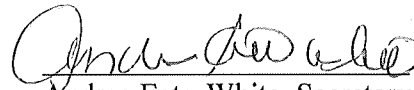
Be It Further Resolved, that in the event that the legal services provided by the firm of Wilentz, Goldman & Spitzer, P.A. and McManimon, Scotland & Baumann exceeds \$17,500, the NBPA shall cause said firm to file the appropriate Local Unit Pay-To-Play Law Disclosure statement.

VOTING RECORD

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
Gus Sleiman	/			
John Zimmerman	/			
Andrea Eato-White	/			
Maria Soto	/			

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 24, 2024


 Andrea Eato-White, Secretary

**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

have submitted a response to the RFQ for General Legal Counsel requested by the NBPA, as set forth in its 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 its qualifications 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 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 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

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 newspapers 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

COMMISSIONERS	<u> </u> /YES	<u> </u> /NO	<u> </u> /ABSTAIN	<u> </u> /ABSENT
Kevin McTernan	/			
Gus Sleiman	/			
John Zimmerman	/			
Andrea Eato-White	/			
Maria Soto	/			

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 24, 2024


 Andrea Eato-White, Secretary

**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

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., and Rainone Coughlin Minchello LLC 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. and Rainone Coughlin Minchello LLC 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. and Rainone Coughlin Minchello LLC 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. and Rainone Coughlin Minchello LLC exceeds \$17,500, the NBPA shall cause said firms to file the appropriate Local Unit Pay-To-Play Law Disclosure statement.

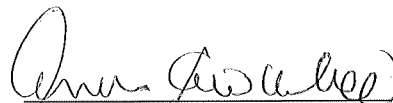
VOTING RECORD

Dated: January 24, 2024

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
Gus Sleiman	/			
John Zimmerman	/			
Maria Soto	/			
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 24, 2024


 Andrea Eato-White, Secretary

**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 firm of:

- Apruzzese, McDermott, Mastro & Murphy, having an office at 25 Independence Boulevard, 3rd Floor, Warren, NJ 07059

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 for a one (1) year term, based upon its qualifications as Labor Attorney for the NBPA; and

Whereas, said services to be provided by the law firm of Apruzzese, McDermott, Mastro & Murphy 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 firm of Apruzzese, McDermott, Mastro & Murphy based upon its 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 newspapers 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 firm of Apruzzese, McDermott, Mastro & Murphy exceed \$17,500, the NBPA shall cause said firm to file the appropriate Local Unit Pay-To-Play Law Disclosure statement.

VOTING RECORD

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan			/	
Gus Sleiman	/			
John Zimmerman	/			
Andrea Eato-White	/			
Maria Soto	/			

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 24, 2024


 /Andrea Eato-White, Secretary

**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:

- THA Consulting, Inc., having an office at 144 Livingston Avenue, New Brunswick, NJ 08901
- Desman, having an office at 3 West 35th Street, 3rd Floor, New York, NY 10001
- Netta Architect, 1084 Rt 22 West, Mountainside, NJ 07092
- O&S Associates, 145 Main St., Hackensack, NJ 07601
- O’Donnell & Naccarato, 701 Market St., Suite 6000, Philadelphia, Pa. 18106
- PS&S, 3 Mountain View Rd, Warrewn, NJ 07059
- Walker Consultants, 565 E. Swedesboro Rd, Suite 300, Wayne, Pa 19087

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 THA Consulting, Inc and Netta Architect 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 THA Consulting, Inc and Netta Architects 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 THA Consulting, Inc. and Netta Architects 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 24, 2024

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
Gus Sleiman	/			
John Zimmerman	/			
Maria Soto	/			
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 24, 2024


 Andrea Eato-White, Secretary

**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 firms of:

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

have 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 NJS.A. 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 NJS.A. 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 24, 2024

COMMISSIONERS	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
Gus Sleiman	/			
John Zimmerman	/			
Maria Soto	/			
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 24, 2024


 Andrea Eato-White, Secretary

**NEW BRUNSWICK PARKING AUTHORITY
RESOLUTION AUTHORIZING PURCHASE CONTRACTS WITH
CERTAIN APPROVED COOPERATIVE PRICING SYSTEMS**

Whereas, the New Brunswick Parking Authority is a party to a cooperative purchasing agreement with various cooperative pricing councils, a cooperative purchasing program organized pursuant to N.J.S.A. 40A: 11-10 and N.J.A.C. 5:34-7.11; and

Whereas, Local Public Contract Law authorizes a municipality to purchase goods and services through duly-formed cooperative purchasing systems without advertising for bids; and

Whereas, the procurement of goods and services through a cooperative purchasing program is considered to be an open and fair process under the New Jersey Pay-To-Play Law N.J.S.A. 19:44A-20.4 et seq.; and

Whereas, the New Brunswick Parking Authority has a need to purchase , on a timely basis, goods or services utilizing cooperative purchasing agreements with the following cooperative pricing councils during the year 2024:

- Education Services Commission of NJ- (ESCNJ)
- NJ Parking COOP (NJPC)
- Somerset County CO-OP (2SOCCP)
- Sourcewell Co-op
- Omnia Co-op
- New Jersey State contract (NJ Start)

Whereas, the New Brunswick Parking Authority plans to utilize the cooperative purchasing program with the above listed cooperative pricing councils and such transactions shall be subject to all conditions applicable to the current cooperative pricing agreement.

Now Therefore Be It Resolved, By The Board of The New Brunswick Parking Authority, that the Qualified Purchasing Agent is hereby authorized to purchase goods and services in 2024 utilizing the cooperative purchasing program with the above listed cooperative pricing councils, pursuant to all conditions of the individual cooperative purchasing agreement; and

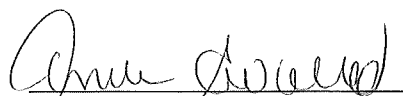
Be It Further Resolved, that pursuant to N.J.A.C. 5:30-5.5(b), prior to placing any order for goods or services in accordance with this resolution, the Chief Financial Officer shall execute a certificate of available funds, which shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Financial Officer and attached to the purchase order or similar document.

VOTING RECORD

<u>COMMISSIONERS</u>	<u>/YES</u>	<u>/NO</u>	<u>/ABSTAIN</u>	<u>/ABSENT</u>
Kevin McTernan	/			
Gus Sleiman	/			
John Zimmerman	/			
Maria Soto	/			
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 24, 2024


Andrea Eato-White, Secretary