



Parking Authority

Agenda
New Brunswick Parking Authority
September 22, 2021

- A. Call to Order
- B. Reading of Public Notice
- C. Minutes from August 2021 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 September 2021
- J. Old Business
- K. New Business
- L. Closed Session
 - 1. Personnel
- M. Open Session
- N. Adjournment

**Minutes of a Regular Board Meeting
September 22, 2021**

A regular meeting of the New Brunswick Parking Authority was held on September 22, 2021, 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.

Commissioners in Attendance:	Kevin McTernan	Chairman
	Louis Garlatti, Jr.	Treasurer
	Edwin Keefe	Secretary
	Andrea Eato-White	Commissioner (attended late)

Legal in Attendance:	David Minchello	General Counsel
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NBPA Personnel in Attendance:	Matthew Kennedy	Executive Director
	Bright Rajaratnam	Chief Financial Officer
	Stephanie Hart	Human Resources Manager

Not in Attendance:	Tony Caputo	Vice Chairman
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Minutes

On motion of Mr. Keefe, seconded by Mr. Garlatti, the board approved the August 2021 regular board meeting minutes. Vote: 3 - yes, 0 - no, 0 - abstain, 2 - absent (Caputo, Eato-White).

Executive Director's Report

Mr. Kennedy reported that the impact of the remnants of Hurricane Ida on the NBPA was limited to elevator damage and cleanup costs caused by flooding at the New Street Deck, along with some water intrusion from above in an elevator shaft at the Paterson Street Deck. There were no reports of damage to NBPA or customer vehicles at any of the parking facilities.

Effective September 1, the Liberty Lot transitioned to a 100% touchless payment methodology via the parking app, and revenue collected through the third week of this month is 42% higher than the same timeframe last month.

Overall parking facility revenue in August was 7.5% higher than July's total and more than double the amount collected in August 2020.

Finance

Mr. Rajaratnam stated that the NBPA still is waiting for the OPEB report from the state in order to complete the NBPA's 2020 audit. He noted that it appears that the report will be released in December.

Public Comment

A member of the public thanked Mr. Kennedy and Mrs. Hart for their responsiveness to requests for information.

A member of the public asked if the NBPA was aware of any forthcoming announcements or ceremonies regarding the former Ferren site. Mr. McTernan stated that anything like that would be orchestrated through DEVCO and that they would be able to provide information regarding that. He stated that he had not received an official notification of any groundbreaking.

A member of the public asked if there were any plans to go back to monthly board meetings. Mr. McTernan stated that the board would continue having meetings about every 60 days and that, when the need changes and activity levels increase to an extent that requires a monthly meeting, the NBPA would do so and announce it on all the available public channels.

A member of the public asked to confirm the continuation of the policy that attendees of NBPA board meetings can have their parking validated. The board confirmed that this policy was still in effect.

A member of the public inquired whether Mr. Caputo was still on the board or just absent. Mr. McTernan advised that Mr. Caputo was not available to attend the meeting.

A member of the public asked for the parking authority's total debt. Mr. Kennedy stated that bonds payable was at \$227,340,000.

A member of the public asked if the NBPA would continue to work with THA Consulting. Mr. McTernan stated that THA currently has one assignment with the NBPA, which they are in the process of completing, and that they do not have any other business on the docket with the NBPA. Mr. Kennedy confirmed that this was the case, noting that they had a single assignment from the prior executive director back in May and that nothing further has been undertaken with them.

Resolutions

On motion of Mr. Keefe, seconded by Mr. Garlatti, the board approved the Payment Resolution for September 2021. Vote: 3 - yes, 0 - no, 0 - abstain, 2 - absent (Caputo, Eato-White).

Old Business

No old business.

New Business

No new business.

Closed Session

On motion of Mr. Keefe, seconded by Mr. Garlatti, the board retired to closed session at 5:07 p.m. to discuss personnel. Vote: 3 - yes, 0 - no, 0 - abstain, 2 - absent (Caputo, Eato-White).

**Ms. Eato-White attended the board meeting via telephone.*

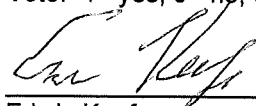
Open Session

On motion of Mr. McTernan, seconded by Mr. Garlatti, the board returned to open session at 5:12 p.m.
Vote: 4 - yes, 0 - no, 0 - abstain, 1 - absent (Caputo).

On motion of Mr. Keefe, seconded by Mr. Garlatti, the board approved the promotion of Rebekah Jakubowski from parking services supervisor to parking services manager effective August 1, 2021.
Vote: 4 - yes, 0 - no, 0 - abstain, 1 - absent (Caputo).

Adjournment

On motion of Ms. Eato-White, seconded by Mr. Garlatti, the board adjourned at 5:13 p.m.
Vote: 4 - yes, 0 - no, 0 - abstain, 1 - absent (Caputo).



Edwin Keefe
Secretary

The Parking Authority of the City of New Brunswick September 2021 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 - JULY 2021	08/06/2021	16,100.00
WIRE	HEALTH - AUGUST 2021	08/13/2021	66,456.66
WIRE	HEALTH - AUGUST 2021	08/13/2021	8,854.95
WIRE	PAYROLL 08-20-21	08/18/2021	73,040.06
WIRE	FSA 08-20-21	08/18/2021	892.22
WIRE	PAYROLL 09-03-21	09/01/2021	75,058.43
WIRE	FSA 09-03-21	09/01/2021	892.22
WIRE	PENSION - AUGUST 2021	09/07/2021	16,100.00
WIRE	PAYROLL 09-17-21	09/15/2021	78,288.81
WIRE	FSA 09-17-21	09/15/2021	892.22
WIRE	HEALTH - SEPTEMBER 2021	09/15/2021	59,476.02
WIRE	HEALTH - SEPTEMBER 2021	09/15/2021	8,854.95
76358	KEVIN SCHWARZ	08/19/2021	23.00
76359	NIHAL JAYAWARDENA	08/19/2021	110.00
76360	WOOD ENVIRONMENT &	08/19/2021	750.00
76361	EAMON ABDULLAH	08/19/2021	232.50
76362	AFLAC	08/19/2021	570.76
76363	ANTHONY ALGOO	08/19/2021	180.00
76364	ALLIED FIRE & SAFETY	08/19/2021	985.25
76365	AMBOY NATIONAL BANK	08/19/2021	75.00
76366	ALEENA ANDREWS	08/19/2021	180.00
76367	MARWA ATTIA	08/19/2021	155.00
76368	BRUNSWICK URGENT CARE PA	08/19/2021	65.00
76369	BRIAN BUENO	08/19/2021	77.50
76370	MADISON BUTLER	08/19/2021	232.50
76371	CABLEVISION LIGHTPATH INC	08/19/2021	2,549.70
76372	STEVEN CAO	08/19/2021	155.00
76373	EUGENE CASTRO	08/19/2021	155.00
76374	CENTRAL JERSEY COMPANY	08/19/2021	15.40
76375	CENTRAL JERSEY WASTE	08/19/2021	1,124.00
76376	CIRCLE JANITORIAL SUPPLIES	08/19/2021	329.84
76377	CLEAN MAT SERVICES LLC	08/19/2021	344.80
76378	CITY OF NEW BRUNSWICK- INSPCTN	08/19/2021	1,842.00
76379	PETER COCCIA	08/19/2021	202.50
76380	MARYANN DELIA	08/19/2021	165.00
76381	MICHAEL DE TERESA	08/19/2021	6.41
76382	JOSEPH DZIEDZIC	08/19/2021	202.50
76383	DEANNA EAVES	08/19/2021	155.00
76384	J.C. EHRLICH CO., INC.	08/19/2021	138.00
76385	SCOTT EPSTEIN	08/19/2021	170.00
76386	SYDNEY EVANS	08/19/2021	165.00
76387	ANA FAVELA	08/19/2021	165.00

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CHECKS	VENDOR NAME	DATE	AMOUNT
76388	EVAN J FERIOLI	08/19/2021	155.00
76389	CRAIG GARTNER	08/19/2021	180.00
76390	GEORGE ST HOLDINGS LLC	08/19/2021	564.69
76391	DAVID GOFF	08/19/2021	135.00
76392	GSRP PROJECT HOLDINGS I, LLC	08/19/2021	5,047.63
76393	SAMEER HAIDER	08/19/2021	255.00
76394	HARVEST MOON BREWERY	08/19/2021	170.00
76395	HOME DEPOT CREDIT SERVICES	08/19/2021	272.39
76396	IPS GROUP INC.	08/19/2021	6,759.33
76397	JERSEY ELEVATOR	08/19/2021	1,135.00
76398	SHAGUN JHAVER	08/19/2021	125.00
76399	KENNY KAO	08/19/2021	125.00
76400	KEEP MIDDLESEX MOVING, INC.	08/19/2021	100.00
76401	KF MECHANICAL HEATING & AIR CO	08/19/2021	2,026.63
76402	ALBERT KRAUS	08/19/2021	155.00
76403	METLIFE	08/19/2021	510.00
76404	MIDDLESEX COUNTY TREASURER	08/19/2021	2,098.19
76405	RAINONE COUGHLIN MINCHELLO LLC	08/19/2021	8,000.00
76406	MODERN GROUP LTD	08/19/2021	800.00
76407	NORTHERN SPECIALY SUPPLIES INC	08/19/2021	1,905.76
76408	OTIS ELEVATOR COMPANY	08/19/2021	475.00
76409	PARKMOBILE USA INC	08/19/2021	6,583.10
76410	PRIMEPOINT LLC	08/19/2021	823.05
76411	PSEG/RT27 & KIRKPATRICK ST	08/19/2021	45.14
76412	PSE&G	08/19/2021	33,198.93
76413	PSE&G	08/19/2021	1,796.94
76414	SCHINDLER ELEVATOR CORP	08/19/2021	687.16
76415	BENJAMIN SIEGEL	08/19/2021	165.00
76416	SOMERSET URBAN RENEWAL LLC	08/19/2021	4,968.00
76417	SPECTROTEL	08/19/2021	50.26
76418	NJ ADVANCE MEDIA	08/19/2021	26.35
76419	JAMES KELLY-COURT OFFICER	08/19/2021	120.00
76420	SWIFT ELECTRICAL SUPPLY CO	08/19/2021	516.47
76421	TEAMSTERS LOCAL 4069	08/19/2021	147.00
76422	THA CONSULTING INC	08/19/2021	23,250.00
76423	TIAA BANK	08/19/2021	169.32
76424	TRI-LIFT NJ	08/19/2021	295.77
76425	VERIZON WIRELESS	08/19/2021	1,381.25
76426	VERIZON/WELLNESS	08/19/2021	437.24
76427	VERIZON/FAX	08/19/2021	56.36
76428	VIGILANT SOLUTIONS LLC	08/19/2021	5,100.00
76429	LANCE YAEGER	08/19/2021	232.50
76430	YEBOAH KINGSFORD	08/19/2021	232.50

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CHECKS	VENDOR NAME	DATE	AMOUNT
76431	LUOFENG YUAN	08/19/2021	155.00
76432	TERESA ZHONG	08/19/2021	170.00
76433	MARC SCHWARTZBACH	09/09/2021	4.00
76434	CONCEPCION SALDANA-ACEVEDO	09/09/2021	148.50
76435	ADVANZA TECHNOLOGIES INC	09/09/2021	1,284.00
76436	AFLAC	09/09/2021	570.76
76437	ALLIED FIRE & SAFETY	09/09/2021	380.00
76438	APRUZZESE MCDERMOTT	09/09/2021	42.00
76439	AMERICAN TIRE DISTRIBUTORS	09/09/2021	1,067.94
76440	LUISA BARRETO	09/09/2021	170.00
76441	BEST CLEANING	09/09/2021	3,940.00
76442	LEONARD BIER	09/09/2021	545.90
76443	SNEHAL BUTANI	09/09/2021	232.50
76444	LAURA BUTLER	09/09/2021	170.00
76445	OPTIMUM	09/09/2021	785.02
76446	OPTIMUM	09/09/2021	176.63
76447	CANON USA INC	09/09/2021	4,497.00
76448	CENTRAL JERSEY COMPANY	09/09/2021	777.52
76449	CENTRAL JERSEY WASTE	09/09/2021	338.00
76450	CIRCLE JANITORIAL SUPPLIES	09/09/2021	1,149.98
76451	CITY OF NEW BRUNSWICK	09/09/2021	126.39
76452	CITY OF NEW BRUNSWICK	09/09/2021	142.00
76453	CULTURAL CENTER	09/09/2021	93.14
76454	JAMES DREW	09/09/2021	165.00
76455	EASTERN ARMORED SERVICES INC	09/09/2021	1,011.00
76456	J.C. EHRLICH CO., INC.	09/09/2021	138.00
76457	FAST FIRE & SECURITY TECH	09/09/2021	640.00
76458	FOXWOOD SERVICE CENTER	09/09/2021	426.72
76459	JING YU FU	09/09/2021	270.00
76460	HIRERIGHT LLC	09/09/2021	55.03
76461	HOME DEPOT CREDIT SERVICES	09/09/2021	569.85
76462	HUB PARKING	09/09/2021	4,585.00
76463	IPS GROUP INC.	09/09/2021	315.48
76464	JERSEY ELEVATOR	09/09/2021	1,135.00
76465	LAURIE JIMENEZ	09/09/2021	232.50
76466	KF MECHANICAL HEATING & AIR CO	09/09/2021	173.08
76467	HELEN KOLIAS	09/09/2021	148.50
76468	LIYI LI	09/09/2021	180.00
76469	MICHAEL McGRATH	09/09/2021	270.00
76470	METLIFE SBC	09/09/2021	2,083.70
76471	METLIFE	09/09/2021	510.00
76472	MODERN GROUP LTD	09/09/2021	1,465.45
76473	AMBER MUNIZ	09/09/2021	155.00

The Parking Authority of the City of New Brunswick September 2021 Resolution of Operating Expenditures

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CHECKS	VENDOR NAME	DATE	AMOUNT
76474	HAIDANG NGUYEN	09/09/2021	170.00
76475	PSE&G/WELLNESS ELECTRIC	09/09/2021	8,300.61
76476	PSE&G/WELLNESS GAS	09/09/2021	129.21
76477	PSE&G	09/09/2021	30,040.74
76478	PSE&G	09/09/2021	2,801.03
76479	PSE&G	09/09/2021	39.41
76480	PSE&G/ OLD FRESH GROCERY GAS	09/09/2021	196.38
76481	RESPONSE COMPUTER GROUP INC	09/09/2021	3,715.00
76482	RUTGERS UNIVERSITY	09/09/2021	3,446.88
76483	SAL ELECTRIC CO INC	09/09/2021	2,375.80
76484	JAMES KELLY-COURT OFFICER	09/09/2021	120.00
76485	SWIFT ELECTRICAL SUPPLY CO	09/09/2021	479.40
76486	TRIANGLE FIDELCO INDUST. CTR	09/09/2021	29,247.41
76487	URBAN ENGINEERS	09/09/2021	51,914.15
76488	VERIZON	09/09/2021	1,069.56
76489	VERIZON CABS	09/09/2021	816.29
76490	VERIZON	09/09/2021	632.76
76491	VERIZON CABS	09/09/2021	857.32
76492	VERIZON CABS	09/09/2021	1,714.64
76493	VERIZON	09/09/2021	36.29
76494	KURT VOGIL	09/09/2021	170.00
76495	WB MASON CO INC	09/09/2021	67.05
76496	VINCENT DIBELLA	09/23/2021	465.00
76497	JESSICA BILDER	09/23/2021	66.00
76498	NYSPTA	09/23/2021	325.00
76499	CONCEPCION SALDANA-ACEVEDO	09/23/2021	148.50
76500	ADVANCED BUSINESS CONCEPTS	09/23/2021	289.75
76501	RICHARD N BEST ASSOCIATES INC	09/23/2021	561.00
76502	BEST CLEANING	09/23/2021	3,940.00
76503	LEONARD BIER	09/23/2021	545.90
76504	RICHARD BOOTH	09/23/2021	165.00
76505	OPTIMUM	09/23/2021	42.33
76506	CENTRAL JERSEY WASTE	09/23/2021	1,448.00
76507	DANIELLE CLAROS	09/23/2021	155.00
76508	CLEAN MAT SERVICES LLC	09/23/2021	344.80
76509	CITY OF NEW BRUNSWICK	09/23/2021	251.78
76510	CITY OF NEW BRUNSWICK	09/23/2021	126.33
76511	CONCEPTPRINT	09/23/2021	3,700.90
76512	CULTURAL CENTER	09/23/2021	81.84
76513	KLAUS PETER CURDE	09/23/2021	232.50
76514	MATTHEW FERGUSON	09/23/2021	195.00
76515	GEORGE ST HOLDINGS LLC	09/23/2021	738.07
76516	AKHILESH GURRAM	09/23/2021	232.50

The Parking Authority of the City of New Brunswick September 2021 Resolution of Operating Expenditures

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CHECKS	VENDOR NAME	DATE	AMOUNT
76517	ANNA HANSON	09/23/2021	247.50
76518	HICKS COMMUNICATIONS INC	09/23/2021	4,892.50
76519	HIRERIGHT LLC	09/23/2021	55.03
76520	KATHERINE HOLMES	09/23/2021	360.00
76521	HOME DEPOT CREDIT SERVICES	09/23/2021	666.28
76522	HUB PARKING	09/23/2021	8,519.26
76523	ANNA IGAUNIS	09/23/2021	232.50
76524	INSTITUTE FOR PROFESSIONAL	09/23/2021	100.00
76525	IPS GROUP INC.	09/23/2021	6,880.19
76526	KIJANI JONES	09/23/2021	270.00
76527	KF MECHANICAL HEATING & AIR CO	09/23/2021	3,835.22
76528	HELEN KOLIAS	09/23/2021	148.50
76529	KATHERINE KOONTZ	09/23/2021	232.50
76530	SYDNI LA PLAGA	09/23/2021	270.00
76531	ETHAN LEE	09/23/2021	165.00
76532	LINSONG LIU	09/23/2021	155.00
76533	JONATHAN MACCOLL	09/23/2021	390.00
76534	METLIFE	09/23/2021	510.00
76535	CAITLYN MOUNT	09/23/2021	232.50
76536	SUPERIOR VISION OF NJ INC	09/23/2021	229.17
76537	ALEX NAVARRETE	09/23/2021	155.00
76538	HANA NGUYEN	09/23/2021	195.00
76539	SURAJ PATEL	09/23/2021	155.00
76540	PRIMEPOINT LLC	09/23/2021	820.15
76541	PSE&G/WELLNESS GAS	09/23/2021	216.97
76542	PSE&G	09/23/2021	1,403.22
76543	PSE&G	09/23/2021	40.29
76544	PSE&G/ OLD FRESH GROCERY GAS	09/23/2021	192.23
76545	QUADIENT FINANCE USA INC	09/23/2021	26.00
76546	RUTGERS UNIVERSITY	09/23/2021	3,691.71
76547	RUTGERS STATE OF NJ	09/23/2021	15,088.64
76548	CONNOR SHEPHARD	09/23/2021	170.00
76549	JAE MIN SHIN	09/23/2021	155.00
76550	SOMERSET URBAN RENEWAL LLC	09/23/2021	1,152.00
76551	SPECTROTEL	09/23/2021	50.72
76552	JOHN SUCEC	09/23/2021	340.00
76553	MICHAEL SUNYAK	09/23/2021	155.00
76554	JAMES KELLY-COURT OFFICER	09/23/2021	120.00
76555	KARL TALLA	09/23/2021	180.00
76556	TEAMSTERS LOCAL 4069	09/23/2021	147.00
76557	TIAA BANK	09/23/2021	169.32
76558	UNITED PARCEL SERVICE	09/23/2021	153.42
76559	VERIZON WIRELESS	09/23/2021	1,337.08

The Parking Authority of the City of New Brunswick
September 2021 Resolution of Operating Expenditures

The following expenditures are necessary for the Authority operations
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CHECKS	VENDOR NAME	DATE	AMOUNT
76560	VERIZON	09/23/2021	632.76
76561	VERIZON/WELLNESS	09/23/2021	437.24
76562	VERIZON/FAX	09/23/2021	57.08
76563	JOHN VERZOSA	09/23/2021	170.00
76564	GRACE CASALANG-VERZOSA	09/23/2021	125.00
76565	SHUHAO WANG	09/23/2021	195.00
76566	WB MASON CO INC	09/23/2021	423.52
76567	JUNTING ZHAO	09/23/2021	310.00
			<hr/> <hr/> 768,451.38

The Parking Authority of the City of New Brunswick
September 2021 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 November 17, 2021.

Payroll Estimate	09/29/2021	75,000.00
Payroll Estimate	10/13/2021	75,000.00
Payroll Estimate	10/27/2021	75,000.00
Payroll Estimate	11/10/2021	75,000.00
Payroll Estimate	08/13/2021	75,000.00
Health - October	10/15/2021	75,000.00
Pension - September	10/07/2021	16,000.00
Health - November	11/15/2021	75,000.00
Prior Month Estimate		(392,000.00)
Total Disbursements		768,451.38

Total Resolution Amount 917,451.38

