

Agenda
New Brunswick Parking Authority
April 25, 2018

- A. Call to Order
- B. Read Public Notice
- C. Minutes from February 2018 Regular Board Meeting
- D. Minutes from March 2018 Regular Board Meeting
- E. Executive Director's Report
- F. Committee Reports
 - 1. Finance
 - 2. Legal
- G. Public Comment
- H. Board Discussion
- I. Resolutions
 - 1. Payment Resolution for April 2018
- J. Old Business
- K. New Business
- K. Closed Session
 - 1. Legal
 - 2. Personnel
- L. Open Session
- M. Adjourn

**Minutes of a Regular Board Meeting
April 25, 2018**

A Regular Meeting of the New Brunswick Parking Authority was held on April 25, 2018 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 Tony Caputo Louis Garlatti Jr. Edwin Keefe Andrea Eato-White	Chairman 1 st Vice Chairman Treasurer Secretary Commissioner
Legal in Attendance:	David L. Minchello	General Counsel
NBPA Personnel in Attendance:	Mitchell Karon Bright Rajaratnam Stephanie Hart Howard Izes	Executive Director Chief Financial Officer Administrative Assistant Management Consultant

Minutes

On motion of Mr. Keefe, seconded by Mrs. Eato-White, the Board approved the minutes of the February 2018 Regular Board Meeting. Vote: 4-yes, 0-no, 1-abstain (Garlatti) , 0-absent.

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board approved the minutes of the March 2018 Regular Board Meeting. Vote: 3-yes, 0-no, 2-abstain (Caputo, Eato-White), 0-absent.

Executive Director's Report

Mr. Karon discusses the parking reservation system and explains how customers can use the app to reserve parking. Customers will receive a barcode on their phone that they can use to enter and exit at the gates. The customer fee to use the reservation system is 15% plus an additional \$1.00 for every \$10.00 transaction, which is paid to Parkmobile.

NBPA will be putting out the bid for the 2018 maintenance and restoration work. The bids are due May 17th. The pre-bid meeting will be held tomorrow. The NBPA foresees the restoration work beginning mid-June.

The helix light replacement at Wellness has begun. The new helix lights are flush mount, whereas the old lights stuck out.

It will be a year in May since the NBPA started using the online residential parking system. There will be a reminder e-mail blast to each residential parker about renewals. The e-mail will go out about 1 month before expiration.

Finance

Mr. Rajaratnam states that all Board members received a copy of the unaudited March 2018 financial statement and balance sheet.

Mr. Rajaratnam advises that the exit conference for the 2017 audit was held on April 11th. There were no findings or corrections. The audit cannot be finalized until the NBPA receives the pension number from the State.

Legal

No Legal to Report.

Public Comment

No Public Comment

Board Discussion

No Board Discussion.

Resolutions

On motion of Mr. Garlatti, seconded by Mr. Caputo, the Board approved the Payment Resolution for April 2018. Vote: 5 - yes, 0- no, 0- abstain, 0 – absent.

Old Business

No Old Business.

New Business

No New Business

Closed Session

On motion of Mr. Keefe, seconded by Mr. Caputo, the Board retired to closed session at 5:14pm to discuss legal issues. Vote: 5 - yes, 0- no, 0- abstain, 0- absent.

Open Session

On motion of Mr. Keefe, seconded by Mr. Garlatti, the Board returned to open session at 5:27pm. Vote: 5 - yes, 0- no, 0- abstain, 0- absent.

Adjourn

On motion of Mr. Garlatti, seconded by Mrs. Eato-White, the Board adjourned at 5:27pm.
Vote: 5 - yes, 0- no, 0- abstain, 0- absent.



Edwin Keefe
Secretary

The Parking Authority of the City of New Brunswick

April 2018 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	04/06/2018	18,854.07
WIRE	PENSION AEA	04/12/2018	377,259.02
WIRE	HEALTH BENEFITS	04/06/2018	90,614.67
WIRE	HEALTH BENEFITS - RETIREES	04/06/2018	1,615.18
WIRE	PAYROLL ACCOUNT	04/06/2018	119,992.06
WIRE	PAYROLL ACCOUNT	04/20/2018	124,577.78
0069355	DEANNA FRASCONA	04/04/2018	272.19
0069356	ACCOUNTEMPS	04/04/2018	3,340.28
0069357	CONCEPCION SALDANA-A	04/04/2018	134.00
0069358	ADVANZA TECHNOLOGIES	04/04/2018	1,123.25
0069359	CABLEVISION/ADMIN	04/04/2018	743.15
0069360	CABLEVISION/WELLNESS	04/04/2018	160.12
0069361	CITY OF NEW BRUNSWIC	04/04/2018	1,456.00
0069362	CITY OF NEW BRUNSWIC	04/04/2018	4,100.71
0069363	CRYSTAL SPRINGS	04/04/2018	62.92
0069364	EASTERN ARMORED SERV	04/04/2018	3,146.00
0069365	HELEN KOLIAS	04/04/2018	115.40
0069366	METLIFE SBC	04/04/2018	3,123.30
0069367	METLIFE 457B	04/04/2018	775.00
0069368	NEW JERSEY FAMILY SU	04/04/2018	219.00
0069369	NEW JERSEY FAMILY SU	04/04/2018	212.00
0069370	MIDDLESEX COUNTY SHE	04/04/2018	68.99
0069371	NEW JERSEY FAMILY SU	04/04/2018	100.00
0069372	NATIONAL GUARDIAN LI	04/04/2018	327.90
0069373	NEW JERSEY PARKING I	04/04/2018	2,000.00
0069374	NJ DIVISION OF MOTOR	04/04/2018	105.00
0069375	NEW JERSEY STATE LEA	04/04/2018	170.00
0069376	NYS CHILD SUPPORT	04/04/2018	176.00
0069377	PITNEY BOWES	04/04/2018	387.00
0069378	PITNEY BOWES	04/04/2018	500.00
0069379	RESPONSE COMPUTER GR	04/04/2018	37.00
0069380	SOUTH JERSEY ENERGY	04/04/2018	2,139.03
0069381	STAR QUALITY CLEANER	04/04/2018	305.30
0069382	JOHN WALLING COURT O	04/04/2018	94.61
0069383	JAMIE KELLY,TRUSTEE	04/04/2018	206.65

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0069384	VERIZON	04/04/2018	662.54
0069385	VERIZON CABS	04/04/2018	342.97
0069386	VERIZON CABS	04/04/2018	603.31
0069387	VERIZON CABS	04/04/2018	1,206.61
0069388	ACCOUNTEMPS	04/11/2018	2,044.91
0069389	CABLEVISION/PSD	04/11/2018	40.25
0069390	HICKS COMMUNICATIONS	04/11/2018	4,750.00
0069391	HIRERIGHT LLC	04/11/2018	350.21
0069392	HOME DEPOT CREDIT SE	04/11/2018	675.97
0069393	HUNTER BUSINESS SYST	04/11/2018	415.20
0069394	NEW BRUNSWICK MUNICI	04/11/2018	65.00
0069395	NJ DEPARTMENT OF TRE	04/11/2018	30.00
0069396	PSE&G/WELLNESS ELECT	04/11/2018	2,619.53
0069397	VERIZON WIRELESS	04/11/2018	2,175.36
0069398	VERIZON/WELLNESS	04/11/2018	378.27
0069399	CABLEVISION	04/18/2018	2,547.67
0069400	CASH: CHANGE FUND/PE	04/18/2018	412.70
0069401	EVERBANK	04/18/2018	169.32
0069402	FEDERAL EXPRESS	04/18/2018	71.15
0069403	FRANK'S HARDWARE &	04/18/2018	254.11
0069404	LANGAN ENGINEERING A	04/18/2018	807.30
0069405	MARLIN BUSINESS BANK	04/18/2018	134.82
0069406	METLIFE 457B	04/18/2018	775.00
0069407	NEW JERSEY FAMILY SU	04/18/2018	219.00
0069408	NEW JERSEY FAMILY SU	04/18/2018	212.00
0069409	MIDDLESEX COUNTY SHE	04/18/2018	68.99
0069410	NEW JERSEY FAMILY SU	04/18/2018	100.00
0069411	MAURICIO MUNERA	04/18/2018	31.36
0069412	NYS CHILD SUPPORT	04/18/2018	176.00
0069413	PSEG/MAIN ACCOUNT	04/18/2018	3,457.28
0069414	ELLEN SIEGEL	04/18/2018	158.40
0069415	SPECTROTEL	04/18/2018	436.24
0069416	JAMIE KELLY, TRUSTEE	04/18/2018	206.65
0069417	VERIZON	04/18/2018	239.62
0069418	VERIZON/FAX	04/18/2018	58.92
0069419	LAURA BURNS	04/25/2018	14.00
0069420	SPENCER PIZZANI	04/25/2018	23.00
0069421	JOSEPH VOLK	04/25/2018	160.00
0069422	COLLEGE RECOVERY	04/25/2018	510.00
0069423	DILLON MAHER	04/25/2018	95.00
0069424	GABRIEL SCAGLIONE	04/25/2018	180.00
0069425	GEORGE ST RESTAURANT	04/25/2018	170.00
0069426	CHERISH KOTUN	04/25/2018	20.00

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0069427	LINDA GOODMAN	04/25/2018	80.00
0069428	MANUEL SANCHEZ	04/25/2018	82.50
0069429	ALBERT TIEN	04/25/2018	52.50
0069430	LUIS TEJADA	04/25/2018	135.00
0069431	MARVIN PENA	04/25/2018	67.50
0069432	RADAMES GONZALEZ	04/25/2018	82.50
0069433	ROGER SMALL	04/25/2018	135.00
0069434	SAPTA G EYYAPU	04/25/2018	90.00
0069435	BEN Z RAINDORF	04/25/2018	5.00
0069436	DON BOSCO SAMSON	04/25/2018	180.00
0069437	ALISON HAWLEY	04/25/2018	90.00
0069438	DUNKIN DONUTS D/B/A	04/25/2018	120.00
0069439	RITU TYAGI	04/25/2018	90.00
0069440	DESPINA MARKOS	04/25/2018	3.00
0069441	ALLIED FIRE & SAFETY	04/25/2018	7454.43
0069442	AMERICAN TIRE DISTRI	04/25/2018	755.42
0069443	AMERICAN SHREDDER	04/25/2018	40.00
0069444	BEST CLEANING	04/25/2018	2793.00
0069445	ALBANY ST PLAZA URBA	04/25/2018	952.00
0069446	BRUNSWICK URGENT CAR	04/25/2018	780.00
0069447	CASA OF MIDDLESEX CO	04/25/2018	250.00
0069448	CATHOLIC CHARITIES	04/25/2018	205.00
0069449	CENTRAL JERSEY PROPE	04/25/2018	22175.00
0069450	SOLTERRA RECYCLING S	04/25/2018	624.00
0069451	SOLTERRA RECYCLING S	04/25/2018	1591.19
0069452	CHUNXIA CHEN	04/25/2018	180.00
0069453	GENEVA CHETRANCOLO	04/25/2018	75.00
0069454	CIRCLE JANITORIAL SU	04/25/2018	1491.73
0069455	CLEAN MAT SERVICES L	04/25/2018	509.30
0069456	CITY OF NEW BRUNSWIC	04/25/2018	12336.37
0069457	CITY OF NEW BRUNSWIC	04/25/2018	20890.19
0069458	CITY OF NEW BRUNSWIC	04/25/2018	31278.50
0069459	CODY COLLINS	04/25/2018	165.00
0069460	TYSHA CROSBY-WASHING	04/25/2018	170.00
0069461	DUE MARI	04/25/2018	150.00
0069462	WILLIAM DUGAN	04/25/2018	170.00
0069463	EHRlich	04/25/2018	118.00
0069464	SAPTA EYYAPU	04/25/2018	180.00
0069465	MANUEL GALVEZ-LOPEZ	04/25/2018	135.00
0069466	BENEFIT GALA AD JOUR	04/25/2018	500.00
0069467	GEORGE ST HOLDINGS L	04/25/2018	1657.11
0069468	FRANCES GIANIOTIS	04/25/2018	180.00
0069469	ALLISON GILL	04/25/2018	165.00

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0069470	GLOBAL EQUIPMENT COM	04/25/2018	955.94
0069471	EDWARD GOFF JR	04/25/2018	170.00
0069472	LINDA GOODMAN	04/25/2018	145.00
0069473	GRAINGER, INC	04/25/2018	193.80
0069474	RANDALL HADLEY	04/25/2018	135.00
0069475	ALISON HAWLEY	04/25/2018	175.00
0069476	IPS GROUP INC.	04/25/2018	16916.34
0069477	IPT LLC	04/25/2018	4734.30
0069478	INTEGRATED TECHNICAL	04/25/2018	50.00
0069479	CHARLES DANIEL KENNE	04/25/2018	180.00
0069480	KF MECHANICAL HEATIN	04/25/2018	10480.50
0069481	DILLON MAHER	04/25/2018	175.00
0069482	MATRIX NEW ST GARAGE	04/25/2018	1750.00
0069483	MIDDLESEX COUNTY TRE	04/25/2018	2550.84
0069484	MIDDLESEX CNTY MUNIC	04/25/2018	100125.00
0069485	MIDDLESEX COUNTY ASS	04/25/2018	125.00
0069486	RAINONE COUGHLIN MIN	04/25/2018	5382.50
0069487	MAURICIO MUNERA	04/25/2018	40.00
0069488	NATIONAL PARTS SUPPL	04/25/2018	32.11
0069489	NEW BRUNSWICK EXXON	04/25/2018	1059.25
0069490	NBS ENERGY PARTNERS	04/25/2018	2872.07
0069491	NETWORKFLEET	04/25/2018	570.00
0069492	NYC WEB DESIGN.COM	04/25/2018	5040.00
0069493	PRISCA OSUJI	04/25/2018	165.00
0069494	PARKEON	04/25/2018	171.00
0069495	PARKMOBILE USA INC	04/25/2018	3599.60
0069496	MARVIN PENA	04/25/2018	165.00
0069497	PIERSON COMMERCIAL R	04/25/2018	8319.60
0069498	PRIMEPOINT LLC	04/25/2018	950.40
0069499	PSE&G/WELLNESS GAS	04/25/2018	657.06
0069500	PSEG/RT27 & KIRKPATR	04/25/2018	187.51
0069501	BENJAMIN RAINDORF	04/25/2018	165.00
0069502	COLLEGE RECOVERY LLC	04/25/2018	495.00
0069503	RUTGERS UNIVERSITY	04/25/2018	3192.16
0069504	MANUEL SANCHEZ	04/25/2018	165.00
0069505	GABRIEL SCARGLIONE	04/25/2018	175.00
0069506	SCHINDLER ELEVATOR C	04/25/2018	30396.23
0069507	SIGNAL ELECTRIC CORP	04/25/2018	20216.22
0069508	SIX WARD SERVICE CEN	04/25/2018	1061.95
0069509	SKYLINE TOWERS	04/25/2018	165.00
0069510	ROGER SMALL	04/25/2018	165.00
0069511	SOMERSET URBAN RENEW	04/25/2018	2389.00
0069512	STAR QUALITY CLEANER	04/25/2018	217.60

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0069513	STANDARD ELEVATOR CO	04/25/2018	1468.66
0069514	STAPLES ADVANTAGE	04/25/2018	61.65
0069515	NEAL STILES	04/25/2018	175.00
0069516	VLADIMIR SVETLITSKI	04/25/2018	175.00
0069517	TEAMSTERS UNION LOCA	04/25/2018	401.00
0069518	GILMAR TEJADA	04/25/2018	165.00
0069519	LUIS TEJADA	04/25/2018	165.00
0069520	SMS VALET	04/25/2018	998.00
0069521	ALBERT TIEN	04/25/2018	100.00
0069522	TRIANGLE FIDELCO IND	04/25/2018	25888.44
0069523	GEORGE STREET	04/25/2018	330.00
0069524	KRISTIN TURNER	04/25/2018	175.00
0069525	RITA TYAGI	04/25/2018	180.00
0069526	VERIZON	04/25/2018	42.13
0069527	CONNOR VINCI	04/25/2018	135.00
0069528	JOSEPH VOLK	04/25/2018	165.00
0069529	WB MASON CO INC	04/25/2018	552.68
0069530	WELLS FARGO INS SERV	04/25/2018	64343.00
0069531	WELLS FARGO INS SERV	04/25/2018	24675.00
0069532	WELLS FARGO INS SERV	04/25/2018	60397.66
0069533	JOYCELYN L JOHNSON-W	04/25/2018	165.00
0069534	WITHUM SMITH + BROWN	04/25/2018	10400.00
0069535	HAN XIE	04/25/2018	150.00
0069536	EVAN ZEH	04/25/2018	135.00

TOTAL CHECKS

1,314,085.68

The Parking Authority of the City of New Brunswick
April 2018 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 May 23, 2018.

Payroll Estimate	05/04/18	122,000.00
Payroll Estimate	05/18/18	122,000.00
Prior Month Payroll Estimate		(234,000.00)
Total Disbursements		1,314,085.68
Total Resolution Amount		<u>1,324,085.68</u>










