

The Parking Authority of the City of Elizabeth

The regular meeting of the Parking Authority of the City of Elizabeth, New Jersey was held on May 14, 2025 in the Edward S. Sakowicz Administration Building at 233 Commerce Place Elizabeth, NJ 07201. The meeting was called to order at 7:00 PM by Chairman Gisela Bernal – Castro who announced that the regular meeting is listed in the "Annual Notice" as defined by Chapter 231, P.L. 1975, and that copies of the "Annual Notice" have been mailed and/or delivered to the Newark Star Ledger, the Home News and Tribune and posted and filed in the City Clerk's office in compliance with the terms of the "Open Public Meeting Law" Chapter 231, P.L. 1975 on December 12, 2024.

I. Roll Call:

Present:

Chairman Gisela Bernal – Castro

Vice - Chairman Ezzio A. Bustamante Varea (via teleconference call)

Commissioner Maritza A. Maseda (via teleconference call)

Commissioner Kelly Taylor (via teleconference call)

Commissioner John F. Bernal

Commissioner George Hernandez

Commissioner Matthew D. Rinaldo

Attendance Roll Call —7 Present

Absent: 0

Also, Counsel John B. Moriarty

Executive Director Carla A. Mazza

Operations Manager Carlos J. Alma

In compliance with the terms of the Open Public Meeting Law, Chairman Gisela Bernal-Castro opened the floor to the members of the public. With no one present to speak, Chairman Gisela Bernal – Castro closed that portion of the meeting.

III. Motions:

- A. A motion was made by Commissioner Matthew D. Rinaldo and seconded by Chairman Gisela Bernal – Castro to approve and/or correct minutes of the April 9, 2025 meeting. On a roll call vote, motion carried 7 ayes.
- B. A motion was made by Commissioner George Hernandez and seconded by Commissioner Matthew D. Rinaldo to approve the replenishment of Petty Cash. On a roll call vote, motion carried 7 ayes.
- C. A motion was made by Commissioner John F. Bernal and seconded by Vice - Chairman Ezzio A. Bustamante Varea to pay the outstanding bills as reported by Executive Director Carla A. Mazza. On a roll call vote, motion carried 7 ayes.

D. Resolution # 6-2025 Resolution authorizing purchase of T2 equipment for Midtown Garage THE PARKING AUTHORITY OF THE CITY OF ELIZABETH

RESOLUTION AUTHORIZING GOODS AND SERVICES 2025

PURCHASE OF PARKING ACCESS EQUIPMENT AND REVENUE CONTROL SYSTEM USING SOURCEWELL PURCHASING COOPERATIVE

WHEREAS, The Parking Authority of the City of Elizabeth has determined a need for the purchasing of Parking Access Equipment and Revenue Control System by using Sourcewell a national purchasing cooperative program; and

WHEREAS, Sourcewell purchases comply with N.J.S.A. 52:34-6.2; and

WHEREAS, T2 Systems, a Verra Mobility Company. located at 8900 Keystone Crossing, Indianapolis, Indiana, is the lowest responsible and responsive bidder from Sourcewell; and

NOW, THEREFORE BE IT RESOLVED that the Commissioners of the Parking Authority of the City of Elizabeth authorize the award of the contract to T2 Systems for the purchase of Parking Access Equipment and Revenue Control System in the Midtown Garage/ Lot 5; including an additional 2 years of permit and maintenance fees, freight, installation, and training in an amount not to exceed \$355,834.55.

A motion was made by Chairman Gisela Bernal – Castro and seconded by Commissioner George Hernandez. On a roll call vote, motion carried 7 ayes.

E. Resolution # 7-2025 RESOLUTION TWO YEAR EXTENSION OF CONTRACT

ELECTRICAL MAINTENANCE SERVICES THE PARKING AUTHORITY OF THE CITY OF ELIZABETH

WHEREAS, The Parking Authority of the City of Elizabeth has determined that it requires Electrical Maintenance services for all the facilities of the Parking Authority of the City of Elizabeth; and

WHEREAS, a request for bids was advertised as specified under N.J.S.A. 40A:11-23(a, b); and

WHEREAS, the Parking Authority received three bids on June 8, 2023 for 24 months contract with an option of a second 24 months when in agreement to do so by both the awarded vendor and the Parking Authority; and

WHEREAS, HBC Electric, Inc, 306 Chestnut Street, Roselle, NJ 07203 was the lowest responsible and responsive bidder; and

WHEREAS, the amount of the bid is not to exceed \$274,000.00 for the first 12 months and \$277,000.00 for the second 12 months and

NOW, THEREFORE BE IT RESOLVED by the Commissioners of the Parking Authority of the City of Elizabeth to extend the contract to HBC Electric, Inc. from June 2025 to the end of June 2027, at an increase of 2.53 percent (2.53%) for the next 2 year, not to exceed \$284,008.10 per year.

A motion was made by Commissioner John F. Bernal and seconded by Commissioner Matthew D. Rinaldo . On a roll call vote, motion carried 7 ayes.

III. Reports:

A. Executive Director Carla A. Mazza

Financial Reports

Resolution to Accept *Financial Reports*. A motion was made by Chairman Gisela Bernal – Castro and seconded by Commissioner John F. Bernal. On a roll call vote, motion carried 7 ayes.

IV. Old Business

V. New Business — There being no further business Commissioner Matthew D. Rinaldo made a motion, seconded by Commissioner Maritza A. Maseda to adjourn the meeting at 7:15 P.M. On a roll call vote, motion carried 7 ayes.

APPROVED: June 11, 2025

Gisela Bernal-Castro
Chairman

Carla A. Mazza
Executive Director

ELIZABETH PARKING AUTHORITY
BUDGET TO ACTUAL FINANCIAL REPORT
FOR THE FIVE MONTH PERIOD ENDED 5/31/25

REVENUES		Y-T-D ACTUAL	Y-T-D BUDGET	VARIANCE	ANNUAL BUDGET
PARKING FEES	\$	2,109,696	\$ 2,262,500	\$ (152,804)	\$ 5,430,000
VIOLATIONS		174,385	125,000	49,385	300,000
RENTAL REVENUE		263,173	254,907	8,266	611,776
MISCELLANEOUS REVENUE		7,059	10,417	(3,358)	25,000
INTEREST INCOME		48,493	52,083	(3,590)	125,000
TOTAL REVENUE	\$	2,602,806	\$ 2,704,907	\$ (102,101)	\$ 6,491,776
EXPENSES					
SALARIES & EMPLOYEE BENEFITS	\$	1,135,559	\$ 1,065,083	\$ (70,476)	\$ 2,556,200
INSURANCE		170,731	141,667	(29,064)	340,000
OFFICE EXPENSES		107,885	72,917	(34,968)	175,000
OUTSIDE SERVICES		103,832	70,250	(33,582)	168,600
ADMINISTRATIVE EXPENSES		39,104	39,792	688	95,500
OPERATING EXPENSES		491,544	527,500	35,956	1,266,000
INTEREST/PRINCIPAL ON DEBT		756,981	756,981	-	1,816,754
TOTAL EXPENSES	\$	2,805,636	\$ 2,674,189	\$ (131,447)	\$ 6,418,054
PROJECTED INCREASE TO RESERVE	\$	(202,830)	\$ 30,717	\$ (233,547)	\$ 73,722