

## **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 June 10, 2026 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 11, 2025.**

### **I. Roll Call:**

Present:

Chairman Gisela Bernal – Castro

Vice - Chairman Ezzio A. Bustamante Varea

Commissioner Matthew D. Rinaldo

Commissioner Maritza A. Maseda (via teleconference call)

Commissioner John F. Bernal

Attendance Roll Call —5 Present

Absent: 2

Commissioner Kelly Taylor

Commissioner George Hernandez

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.

## **II. Motions:**

- A. A motion was made by Commissioner Maritza A. Maseda and seconded by Chairman Gisela Bernal – Castro to approve and/or correct minutes of the May 13 , 2026 meeting. On a roll call vote, motion carried 4 ayes. Commissioner John F. Bernal respectfully abstained.
- B. A motion was made by Vice - Chairman Ezzio A. Bustamante Varea and seconded Commissioner John F. Bernal to approve the replenishment of Petty Cash. On a roll call vote, motion carried 5 ayes.
- C. A motion was made by Commissioner Matthew D. Rinaldo 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 5 ayes.

**D. Resolution # 9-2026 Resolution to Amend Resolution #16-2025 increasing not to exceed amount for Professional Services contract with THA Consultants, LLC., our 2026 Engineering firm.**

Parking Authority of the City of Elizabeth  
Elizabeth, Union County, New Jersey 07201

AMEND RESOLUTION# 16-2025  
AWARD OF PROFESSIONAL CONTRACTS  
Professional Services 2026

WHEREAS, the Parking Authority of the City of Elizabeth has determined a need for professional services, and;

WHEREAS, the Parking Authority of the City of Elizabeth advertised the contracts

for Professional Services pursuant to New Jersey Law (P.L. 2004 c. 19 N.J.S.A. 19:44:20.4 et. seq.) by a “Fair and Open” process, and;  
WHEREAS, the Parking Authority of the City of Elizabeth has determined an additional need for Architectural and Engineering work for the garages,

NOW, THEREFORE BE IT RESOLVED by the Commissioners of the Parking Authority of the City of Elizabeth will raise the not to exceed amount to THA Consultants, LLC, New Brunswick, NJ in the amount not to exceed \$200,000.

A motion was made Chairman Gisela Bernal – Castro and seconded by Commissioner John F. Bernal . On a roll call vote, motion carried 5 ayes.

**E. Resolution # 10-2026 Authorize execution of Maintenance Agreement with ITS for T2 Boxes.**

THE PARKING AUTHORITY OF THE CITY OF ELIZABETH

RESOLUTION AUTHORIZING

GOODS AND SERVICES 2025-2027

MAINTENANCE OF THE T2 METERS

PARKING ACCESS EQUIPMENT AND REVENUE CONTROL

WHEREAS, The Parking Authority of the City of Elizabeth has determined a need for Maintenance of the T2 - Luke meters - Parking Equipment and System, a propriety system; and

WHEREAS, The Parking Authority of the City of Elizabeth has purchased T2 - Luke Parking Access Equipment and Revenue Control System (kiosk meters) by using Sourcewell, a national purchasing cooperative program; and

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

WHEREAS, Integrated Technical Systems is the authorized service agent to maintain the warranty proprietary equipment, and is part of the T2 Sourcewell bid; 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 Integrated Technical System, 8 Capital Drive, Wallingford CT 06492. for 25 months for an amount of \$106,197.50 per year; not to exceed \$212,395.00 for the 2-year contract with a cancellation clause of 30 days.

A motion was made Commissioner Matthew D. Rinaldo and seconded by Chairman Gisela Bernal – Castro . On a roll call vote, motion carried 5 ayes.

### **III. Reports:**

A. Executive Director Carla A. Mazza

Financial Reports

Resolution to Accept *Financial Reports*. A motion was made by Commissioner John F. Bernal and seconded by Commissioner Matthew D. Rinaldo. On a roll call vote, motion carried 5 ayes.

### **IV. Old Business**

**V. New Business** — There being no further business Chairman Gisela Bernal – Castro made a motion, seconded by Vice - Chairman Ezzio A. Bustamante Varea to adjourn the meeting at 7:40 P.M. On a roll call vote, motion carried 5 ayes.

**APPROVED: August 12, 2026**

Gisela Bernal-Castro  
Chairman

Carla A. Mazza  
Executive Director

**ELIZABETH PARKING AUTHORITY**  
**BUDGET TO ACTUAL FINANCIAL REPORT**  
**FOR THE SIX MONTH PERIOD ENDED 6/30/26**

| REVENUES                             | Y-T-D<br>ACTUAL     | Y-T-D<br>BUDGET     | VARIANCE            | ANNUAL<br>BUDGET    |
|--------------------------------------|---------------------|---------------------|---------------------|---------------------|
| PARKING FEES                         | \$ 2,774,563        | \$ 2,959,000        | \$ (184,437)        | \$ 5,918,000        |
| VIOLATIONS                           | 88,945              | 200,000             | (111,055)           | 400,000             |
| RENTAL REVENUE                       | 314,500             | 317,888             | (3,388)             | 635,776             |
| MISCELLANEOUS REVENUE                | 9,842               | 12,500              | (2,658)             | 25,000              |
| INTEREST INCOME                      | 73,723              | 57,500              | 16,223              | 115,000             |
| <b>TOTAL REVENUE</b>                 | <b>\$ 3,261,573</b> | <b>\$ 3,546,888</b> | <b>\$ (285,315)</b> | <b>\$ 7,093,776</b> |
|                                      |                     |                     |                     |                     |
| EXPENSES                             | Y-T-D<br>ACTUAL     | Y-T-D<br>BUDGET     | VARIANCE            | ANNUAL<br>BUDGET    |
| SALARIES & EMPLOYEE BENEFITS         | \$ 1,472,011        | \$ 1,439,131        | \$ (32,881)         | \$ 2,878,261        |
| INSURANCE                            | 236,134             | 225,000             | (11,134)            | 450,000             |
| OFFICE EXPENSES                      | 99,035              | 100,000             | 965                 | 200,000             |
| OUTSIDE SERVICES                     | 126,011             | 124,250             | (1,761)             | 248,500             |
| ADMINISTRATIVE EXPENSES              | 45,169              | 49,750              | 4,581               | 99,500              |
| OPERATING EXPENSES                   | 683,057             | 630,600             | (52,457)            | 1,261,200           |
| INTEREST/PRINCIPAL ON DEBT           | 897,918             | 897,918             | -                   | 1,795,836           |
| <b>TOTAL EXPENSES</b>                | <b>\$ 3,559,335</b> | <b>\$ 3,466,649</b> | <b>\$ (92,687)</b>  | <b>\$ 6,933,297</b> |
|                                      |                     |                     |                     |                     |
| <b>PROJECTED INCREASE TO RESERVE</b> | <b>\$ (297,762)</b> | <b>\$ 80,240</b>    | <b>\$ (378,002)</b> | <b>\$ 160,479</b>   |

**ELIZABETH PARKING AUTHORITY**  
**BUDGET TO ACTUAL FINANCIAL REPORT**  
**FOR THE SEVEN MONTH PERIOD ENDED 7/31/26**

| REVENUES                             | Y-T-D<br>ACTUAL     | Y-T-D<br>BUDGET     | VARIANCE            | ANNUAL<br>BUDGET    |
|--------------------------------------|---------------------|---------------------|---------------------|---------------------|
| PARKING FEES                         | \$ 3,274,528        | 3,452,167           | \$ (177,639)        | \$ 5,918,000        |
| VIOLATIONS                           | 106,905             | 233,333             | (126,428)           | 400,000             |
| RENTAL REVENUE                       | 366,874             | 370,869             | (3,995)             | 635,776             |
| MISCELLANEOUS REVENUE                | 9,720               | 14,583              | (4,863)             | 25,000              |
| INTEREST INCOME                      | 86,120              | 67,083              | 19,037              | 115,000             |
| <b>TOTAL REVENUE</b>                 | <b>\$ 3,844,147</b> | <b>\$ 4,138,036</b> | <b>\$ (293,889)</b> | <b>\$ 7,093,776</b> |
|                                      |                     |                     |                     |                     |
| EXPENSES                             | Y-T-D<br>ACTUAL     | Y-T-D<br>BUDGET     | VARIANCE            | ANNUAL<br>BUDGET    |
| SALARIES & EMPLOYEE BENEFITS         | \$ 1,797,743        | \$ 1,678,986        | \$ (118,757)        | \$ 2,878,261        |
| INSURANCE                            | 275,628             | 262,500             | (13,128)            | 450,000             |
| OFFICE EXPENSES                      | 110,984             | 116,667             | 5,683               | 200,000             |
| OUTSIDE SERVICES                     | 143,389             | 144,958             | 1,569               | 248,500             |
| ADMINISTRATIVE EXPENSES              | 49,175              | 58,042              | 8,867               | 99,500              |
| OPERATING EXPENSES                   | 774,197             | 735,700             | (38,497)            | 1,261,200           |
| INTEREST/PRINCIPAL ON DEBT           | 1,047,571           | 1,047,571           | -                   | 1,795,836           |
| <b>TOTAL EXPENSES</b>                | <b>\$ 4,198,687</b> | <b>\$ 4,044,423</b> | <b>\$ (154,264)</b> | <b>\$ 6,933,297</b> |
|                                      |                     |                     |                     |                     |
| <b>PROJECTED INCREASE TO RESERVE</b> | <b>\$ (354,540)</b> | <b>\$ 93,613</b>    | <b>\$ (448,153)</b> | <b>\$ 160,479</b>   |