

Agenda for the Regular Meeting of **April 10, 2024**

I. Welcome/Opening

- A. Meeting to be called to order by Chairman Gisela Bernal – Castro
- B. Roll Call
- C. Public Speaking
- D. Motion to Approve and/or correct minutes of the **March 13, 2024**.

II. Reports

- A. Financial Reports
- B. Motion to approve replenishment of petty cash in the amount of \$240.79 for the period of February 1, 2024 through March 31, 2024.
- C. Motion for payment of outstanding bills listed in this report from the Executive Director in the amount of \$132,523.11 for **April 10, 2024**.
- D. Carla A. Mazza — Executive Director Reports

III. Communications

IV. Old Business

V. New Business

VI. Adjourn

Please note: Items will be added as warranted prior to scheduled meeting. Any agenda related questions/ inquiries can be forwarded to the Executive Director Carla A. Mazza at cmazza@elizabethparking.org

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 March 13, 2024 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 14, 2023.

I. Roll Call:

Present:

Chairman Gisela Bernal – Castro

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

Commissioner Felix Martinez (via teleconference call)

Commissioner Matthew D. Rinaldo

Commissioner John F. Bernal

Attendance Roll Call —5 Present

Absent: 2

Commissioner Kelly Taylor

Commissioner Maritza A. Maseda

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 Matthew D. Rinaldo and seconded by Chairman Gisela Bernal – Castro to approve and/or correct minutes of the February 14, 2024 meeting. On a roll call vote, motion carried 3 ayes. Commissioner John F. Bernal and Commissioner Felix Martinez respectfully abstained.
- B. A motion was made by Chairman Gisela Bernal – Castro and seconded by Commissioner Matthew D. Rinaldo to approve the replenishment of Petty Cash. On a roll call vote, motion carried 5 ayes.
- C. A motion was made by Vice - Chairman Ezzio A. Bustamante-Varea and seconded by Commissioner Matthew D. Rinaldo to pay the outstanding bills as reported by Executive Director Carla A. Mazza. 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 Matthew D. Rinaldo and seconded by Chairman Gisela Bernal – Castro. 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 Commissioner Matthew D. Rinaldo to adjourn the meeting at 7:25 P.M. On a roll call vote, motion carried 5 ayes.

APPROVED: April 10, 2024

Gisela Bernal-Castro
Chairman

Carla A. Mazza
Executive Director

ELIZABETH PARKING AUTHORITY
BUDGET TO ACTUAL FINANCIAL REPORT
FOR THE THREE MONTH PERIOD ENDED 3/31/24

REVENUES	Y-T-D ACTUAL	Y-T-D BUDGET	VARIANCE	ANNUAL BUDGET
PARKING FEES	\$ 1,243,499	\$ 1,280,500	\$ (37,001)	\$ 5,122,000
VIOLATIONS	75,410	75,000	410	300,000
RENTAL REVENUE	184,924	152,944	31,980	611,776
MISCELLANEOUS REVENUE	7,684	6,250	1,434	25,000
INTEREST INCOME	28,925	20,000	8,925	80,000
TOTAL REVENUE	\$ 1,540,442	\$ 1,534,694	\$ 5,748	\$ 6,138,776
EXPENSES				
SALARIES & EMPLOYEE BENEFITS	\$ 644,312	\$ 611,911	\$ (32,401)	\$ 2,447,645
INSURANCE	83,517	82,500	(1,017)	330,000
OFFICE EXPENSES	41,744	40,500	(1,244)	162,000
OUTSIDE SERVICES	44,705	40,175	(4,530)	160,700
ADMINISTRATIVE EXPENSES	24,045	23,000	(1,045)	92,000
OPERATING EXPENSES	233,167	265,000	31,833	1,060,000
INTEREST/PRINCIPAL ON DEBT	456,360	456,360	-	1,825,441
TOTAL EXPENSES	\$ 1,527,850	\$ 1,519,447	\$ (8,404)	\$ 6,077,786
PROJECTED INCREASE TO RESERVE	\$ 12,592	\$ 15,248	\$ (2,656)	\$ 60,990