

Agenda for the Regular Meeting of **March 13, 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 **February 14, 2024**.

II. Reports

- A. Financial Reports
- B. Motion to approve replenishment of petty cash in the amount of \$240.79 for the period of January 1, 2024 through February 29, 2024.
- C. Motion for payment of outstanding bills listed in this report from the Executive Director in the amount of \$117,875.69 for **March 13, 2024**.
- D. Carla A. Mazza — Executive Director Reports

III. Communications

- A. Letter of Resignation from Commissioner Alejandra Gallardo received February 13, 2024. Resignation effective February 29, 2024.

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 February 14, 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 Maritza A. Maseda (via teleconference call)

Commissioner Matthew D. Rinaldo (via teleconference call)

Commissioner Kelly Taylor (via teleconference call)

Attendance Roll Call —5 Present

Absent: 2

Commissioner Felix Martinez

Commissioner Alejandra Gallardo

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 Commissioner Kelly Taylor to approve and/or correct minutes of the January 10, 2024 meeting. On a roll call vote, motion carried 5 ayes.
- B. A motion was made by Chairman Gisela Bernal – Castro and seconded by Commissioner Maritza A. Maseda 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 Maritza A. Maseda 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 Maritza A. Maseda 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 Commissioner Maritza A. Maseda to adjourn the meeting at 7:10 P.M. On a roll call vote, motion carried 5 ayes.

APPROVED: March 13, 2024

Gisela Bernal-Castro
Chairman

Carla A. Mazza
Executive Director

ELIZABETH PARKING AUTHORITY
BUDGET TO ACTUAL FINANCIAL REPORT
FOR THE TWO MONTH PERIOD ENDED 2/29/24

REVENUES	Y-T-D ACTUAL	Y-T-D BUDGET	VARIANCE	ANNUAL BUDGET
PARKING FEES	\$ 808,946	\$ 853,667	\$ (44,721)	\$ 5,122,000
VIOLATIONS	44,190	50,000	(5,810)	300,000
RENTAL REVENUE	106,906	101,963	4,943	611,776
MISCELLANEOUS REVENUE	7,205	4,167	3,038	25,000
INTEREST INCOME	19,401	13,333	6,068	80,000
TOTAL REVENUE	\$ 986,648	\$ 1,023,129	\$ (36,481)	\$ 6,138,776
EXPENSES				
SALARIES & EMPLOYEE BENEFITS	\$ 389,650	\$ 407,941	\$ 18,291	\$ 2,447,645
INSURANCE	44,386	55,000	10,614	330,000
OFFICE EXPENSES	27,109	27,000	(109)	162,000
OUTSIDE SERVICES	26,688	26,783	95	160,700
ADMINISTRATIVE EXPENSES	17,321	15,333	(1,988)	92,000
OPERATING EXPENSES	156,445	176,667	20,222	1,060,000
INTEREST/PRINCIPAL ON DEBT	304,239	304,239	-	1,825,441
TOTAL EXPENSES	\$ 965,838	\$ 1,012,963	\$ 47,125	\$ 6,077,786
PROJECTED INCREASE TO RESERVE	\$ 20,810	\$ 10,166	\$ 10,644	\$ 60,990