

Agenda for the Regular Meeting of **May 10, 2023**

I. Welcome/Opening

- A. Meeting to be called to order by Chairman Felix Martinez
- B. Roll Call
- C. Public Speaking
- D. Motion to Approve and/or correct minutes of the **April 12, 2023**.

II. Reports

- A. Financial Reports
 - B. Motion to approve replenishment of petty cash in the amount of \$256.90 for the period of March 1, 2023 through April 30, 2023.
 - C. Motion for payment of outstanding bills listed in this report from the Executive Director in the amount of \$164,646.36 for **May 10, 2023**.
 - D. Carla A. Mazza — Executive Director Reports

III. Communications

IV. Old Business

V. New Business

- A. Authorize Unity Bank as a depository in order to transfer funds for maximum interest income.

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 April 12, 2023 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 Felix Martinez 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 15, 2022.

I. Roll Call:

Present:

Chairman Felix Martinez

Vice - Chairman Gisela Bernal – Castro (via teleconference call)

Commissioner Kelly Taylor

Commissioner Maritza A. Maseda (via teleconference call)

Commissioner Matthew D. Rinaldo

Attendance Roll Call —5 Present

Also, Counsel John B. Moriarty

Executive Director Carla A. Mazza

Operations Manager Carlos J. Alma

Absent: 2

Commissioner Alejandra Gallardo

Commissioner Ezzio A. Bustamante-Varea

In compliance with the terms of the Open Public Meeting Law, Chairman Felix Martinez opened the floor to the members of the public. With no one present to speak, Chairman Felix Martinez closed that portion of the meeting.

II. Motions:

- A. A motion was made by Chairman Felix Martinez and seconded by Commissioner Kelly Taylor to approve and/or correct minutes of the March 8, 2023 meeting. Commissioner Matthew D. Rinaldo respectfully abstained. On a roll call vote, motion carried 4 ayes.
- B. A motion was made by Commissioner Kelly Taylor 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 Commissioner Kelly Taylor 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 Chairman Felix Martinez and seconded by Commissioner Maritza A. Maseda. On a roll call vote, motion carried 5 ayes.

IV. Old Business

V. New Business — There being no further business Commissioner Kelly Taylor made a motion, seconded by Commissioner Matthew D. Rinaldo to adjourn the meeting at 7:20 P.M. On a roll call vote, motion carried 5 ayes.

APPROVED: May 10, 2023

Felix Martinez
Chairman

Carla A. Mazza
Executive Director

ELIZABETH PARKING AUTHORITY
BUDGET TO ACTUAL FINANCIAL REPORT
FOR THE FOUR MONTH PERIOD ENDED 4/30/23

REVENUES	Y-T-D ACTUAL	Y-T-D BUDGET	VARIANCE	ANNUAL BUDGET
PARKING FEES	\$ 1,578,251	\$ 1,476,333	\$ 101,918	\$ 4,429,000
VIOLATIONS	79,975	100,000	(20,025)	300,000
RENTAL REVENUE	187,408	185,741	1,667	557,224
MISCELLANEOUS REVENUE	36,072	8,333	27,739	25,000
INTEREST INCOME	21,174	4,000	17,174	12,000
TOTAL REVENUE	\$ 1,902,880	\$ 1,774,408	\$ 128,472	\$ 5,323,224
EXPENSES				
SALARIES & EMPLOYEE BENEFITS	\$ 776,315	\$ 768,091	\$ (8,224)	\$ 2,304,273
INSURANCE	100,923	105,000	4,077	315,000
OFFICE EXPENSES	48,490	38,333	(10,157)	115,000
OUTSIDE SERVICES	37,359	47,133	9,774	141,400
ADMINISTRATIVE EXPENSES	27,300	27,333	33	82,000
OPERATING EXPENSES	302,479	283,333	(19,146)	850,000
INTEREST/PRINCIPAL ON DEBT	645,368	645,368	-	1,936,104
TOTAL EXPENSES	\$ 1,938,234	\$ 1,914,592	\$ (23,642)	\$ 5,743,777
PROJECTED INCREASE TO RESERVE	\$ (35,354)	\$ (140,184)	\$ 104,830	\$ (420,553)