

Agenda for the Regular Meeting of **November 9, 2022**

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 **October 12, 2022**.

II. Reports

- A. Financial Reports
- B. Motion to approve replenishment of petty cash in the amount of \$164.00 for the period of September 1, 2022 through October 31, 2022.
- C. Motion for payment of outstanding bills listed in this report from the Executive Director in the amount of \$104,530.63 for **November 9, 2022**.
- D. Carla A. Mazza — Executive Director Reports

III. Communications

IV. Old Business

V. New Business

- A. Introduce 2023 Budget
- B. Late Budget Resolution

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 October 12, 2022 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 9, 2021.

I. Roll Call:

Present:

Chairman Felix Martinez

Commissioner Kelly Taylor (via teleconference call)

Commissioner Maritza A. Maseda (via teleconference call)

Commissioner Alejandra Gallardo

Attendance Roll Call — 4 Present

Also, Counsel John B. Moriarty

Executive Director Carla A. Mazza

Operations Manager Carlos J. Alma

Absent: 3

Vice - Chairman Gisela Bernal – Castro

Commissioner Ezzio A. Bustamante

Commissioner Matthew D. Rinaldo

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 September 14, 2022 meeting. On a roll call vote, motion carried 4 ayes.
- B. A motion was made by Commissioner Kelly Taylor and seconded by Commissioner Maritza A. Maseda to approve the replenishment of Petty Cash. On a roll call vote, motion carried 4 ayes.
- C. A motion was made by Commissioner Maritza A. Maseda and seconded by Commissioner Kelly Taylor to pay the outstanding bills as reported by Executive Director Carla A. Mazza. On a roll call vote, motion carried 4 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 Kelly Taylor. On a roll call vote, motion carried 4 ayes.

IV. Old Business

V. New Business — There being no further business Chairman Felix Martinez made a motion, seconded by Commissioner Maritza A. Maseda to adjourn the meeting at 7:12 P.M. On a roll call vote, motion carried 4 ayes.

APPROVED: November 9, 2022

Felix Martinez
Chairman

Carla A. Mazza
Executive Director

ELIZABETH PARKING AUTHORITY
BUDGET TO ACTUAL FINANCIAL REPORT
FOR THE TEN MONTH PERIOD ENDED 10/31/22

REVENUES	Y-T-D ACTUAL	Y-T-D BUDGET	VARIANCE	ANNUAL BUDGET
PARKING FEES	\$ 3,580,629	\$ 3,760,167	\$ (179,538)	\$ 4,512,200
VIOLATIONS	182,465	200,000	(17,535)	240,000
RENTAL REVENUE	467,889	464,353	3,536	557,224
MISCELLANEOUS REVENUE	61,822	20,833	40,989	25,000
INTEREST INCOME	4,836	10,000	(5,164)	12,000
TOTAL REVENUE	\$ 4,297,641	\$ 4,455,353	\$ (157,712)	\$ 5,346,424
EXPENSES				
SALARIES & EMPLOYEE BENEFITS	\$ 1,784,799	\$ 1,762,749	\$ (22,050)	\$ 2,115,299
INSURANCE	257,292	241,667	(15,625)	290,000
OFFICE EXPENSES	102,130	91,667	(10,463)	110,000
OUTSIDE SERVICES	105,901	130,833	24,932	157,000
ADMINISTRATIVE EXPENSES	66,741	66,667	(74)	80,000
OPERATING EXPENSES	556,221	551,667	(4,554)	662,000
INTEREST/PRINCIPAL ON DEBT	1,560,853	1,560,853	-	1,873,023
TOTAL EXPENSES	\$ 4,433,937	\$ 4,406,102	\$ (27,835)	\$ 5,287,322
PROJECTED INCREASE TO RESERVE	\$ (136,296)	\$ 49,252	\$ (185,547)	\$ 59,102