

Agenda for the Regular Meeting of **April 12, 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 **March 8, 2023**.

II. Reports

- A. Financial Reports
- B. Motion to approve replenishment of petty cash in the amount of \$244.44 for the period of February 1, 2023 through March 30, 2023.
- C. Motion for payment of outstanding bills listed in this report from the Executive Director in the amount of \$138,090.49 for **April 12, 2023**.
- 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 8, 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

Commissioner Kelly Taylor

Commissioner Ezzio A. Bustamante-Varea

Commissioner Alejandra Gallardo

Commissioner Maritza A. Maseda (via teleconference call)

Attendance Roll Call —6 Present

Also, Counsel John B. Moriarty

Executive Director Carla A. Mazza (via teleconference call)

Operations Manager Carlos J. Alma

Absent: 1

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 Vice - Chairman Gisela Bernal – Castro to approve and/or correct minutes of the February 8, 2023 meeting. On a roll call vote, motion carried 6 ayes.
- B. A motion was made by Vice - Chairman Gisela Bernal – Castro and seconded by Commissioner Ezzio A. Bustamante-Varea to approve the replenishment of Petty Cash. On a roll call vote, motion carried 6 ayes.
- C. A motion was made by Commissioner 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 6 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 Kelly Taylor. On a roll call vote, motion carried 6 ayes.

IV. Old Business

V. New Business — There being no further business Commissioner Kelly Taylor made a motion, seconded by Vice - Chairman Gisela Bernal – Castro to adjourn the meeting at 7:10 P.M. On a roll call vote, motion carried 6 ayes.

APPROVED: April 12, 2023

Felix Martinez
Chairman

Carla A. Mazza
Executive Director

ELIZABETH PARKING AUTHORITY
BUDGET TO ACTUAL FINANCIAL REPORT
FOR THE THREE MONTH PERIOD ENDED 3/31/23

REVENUES	Y-T-D ACTUAL	Y-T-D BUDGET	VARIANCE	ANNUAL BUDGET
PARKING FEES	\$ 1,137,361	\$ 1,107,250	\$ 30,111	\$ 4,429,000
VIOLATIONS	56,950	75,000	(18,050)	300,000
RENTAL REVENUE	144,186	139,306	4,880	557,224
MISCELLANEOUS REVENUE	26,991	6,250	20,741	25,000
INTEREST INCOME	16,039	3,000	13,039	12,000
TOTAL REVENUE	\$ 1,381,527	\$ 1,330,806	\$ 50,721	\$ 5,323,224
EXPENSES				
SALARIES & EMPLOYEE BENEFITS	\$ 597,834	\$ 576,068	\$ (21,766)	\$ 2,304,273
INSURANCE	76,553	78,750	2,197	315,000
OFFICE EXPENSES	37,444	28,750	(8,694)	115,000
OUTSIDE SERVICES	34,736	35,350	614	141,400
ADMINISTRATIVE EXPENSES	20,433	20,500	67	82,000
OPERATING EXPENSES	173,555	212,500	38,945	850,000
INTEREST/PRINCIPAL ON DEBT	484,026	484,026	-	1,936,104
TOTAL EXPENSES	\$ 1,424,581	\$ 1,435,944	\$ 11,363	\$ 5,743,777
PROJECTED INCREASE TO RESERVE	\$ (43,054)	\$ (105,138)	\$ 62,084	\$ (420,553)