

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 September 13, 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 Vice - 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 15, 2022.

I. Roll Call:

Present:

Vice - Chairman Gisela Bernal – Castro (via teleconference call)
Commissioner Maritza A. Maseda (via teleconference call)
Commissioner Matthew D. Rinaldo (via teleconference call)
Commissioner Alejandra Gallardo
Commissioner Ezzio A. Bustamante-Varea (via teleconference call)
Commissioner Kelly Taylor

Attendance Roll Call —6 Present

Absent: 1

Chairman Felix Martinez

Also, Counsel John B. Moriarty

Executive Director Carla A. Mazza

Operations Manager Carlos J. Alma (absent 9-13)

In compliance with the terms of the Open Public Meeting Law, Vice - Chairman Gisela Bernal – Castro opened the floor to the members of the public. With no one present to speak, Vice - 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 August 9, 2023 meeting. On a roll call vote, motion carried 6 ayes.

- B. A motion was made by Commissioner Ezzio A. Bustamante-Varea and seconded by Commissioner Maritza A. Maseda to approve the replenishment of Petty Cash. On a roll call vote, motion carried 6 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 6 ayes.

III. Reports:

A. Executive Director Carla A. Mazza Financial Reports

Resolution to Accept *Financial Reports*. A motion was made by Commissioner Kelly Taylor and seconded by Commissioner Matthew D. Rinaldo . On a roll call vote, motion carried 6 ayes.

IV. Communications: In recognition of Domestic Violence Awareness Month, purple ribbons with attached informational cards, will be placed on Parking Meters in designated areas throughout the City of Elizabeth during the month of October. This effort is a collaboration between The YWCA of Union County and the City of Elizabeth.

V. New Business — There being no further business Vice - 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 6 ayes.

APPROVED: October 11, 2023

Felix Martinez
Chairman

Carla A. Mazza
Executive Director

ELIZABETH PARKING AUTHORITY
BUDGET TO ACTUAL FINANCIAL REPORT
FOR THE NINE MONTH PERIOD ENDED 9/30/23

REVENUES	Y-T-D ACTUAL	Y-T-D BUDGET	VARIANCE	ANNUAL BUDGET
PARKING FEES	\$ 3,778,711	\$ 3,321,750	\$ 456,961	\$ 4,429,000
VIOLATIONS	193,975	225,000	(31,025)	300,000
RENTAL REVENUE	457,291	417,918	39,373	557,224
MISCELLANEOUS REVENUE	37,674	18,750	18,924	25,000
INTEREST INCOME	57,695	9,000	48,695	12,000
TOTAL REVENUE	\$ 4,525,346	\$ 3,992,418	\$ 532,928	\$ 5,323,224
EXPENSES				
SALARIES & EMPLOYEE BENEFITS	\$ 1,762,609	\$ 1,728,205	\$ (34,404)	\$ 2,304,273
INSURANCE	226,597	236,250	9,653	315,000
OFFICE EXPENSES	118,798	86,250	(32,548)	115,000
OUTSIDE SERVICES	106,478	106,050	(428)	141,400
ADMINISTRATIVE EXPENSES	58,591	61,500	2,909	82,000
OPERATING EXPENSES	659,922	637,500	(22,422)	850,000
INTEREST/PRINCIPAL ON DEBT	1,452,078	1,452,078	-	1,936,104
TOTAL EXPENSES	\$ 4,385,073	\$ 4,307,833	\$ (77,240)	\$ 5,743,777
PROJECTED INCREASE TO RESERVE	\$ 140,273	\$ (315,415)	\$ 455,688	\$ (420,553)