

Fiscal Year Start Year End Year
 2024 – 2024

*Authority Budget of:
Elizabeth Parking Authority*

State Filing Year 2024

For the Period: January 1, 2024 to December 31, 2024

www.elizabethparking.org
Authority Web Address



Division of Local Government Services

**2024 AUTHORITY BUDGET
CERTIFICATION SECTION**

2024

Elizabeth Parking Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2024 to December 31, 2024

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

It is hereby certified that the approved Budget made a part hereof complies with the requirements of law and the rules and regulations of the Local Finance Board, and approval is given pursuant to N.J.S.A. 40A:5A-11.

*State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services*

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

It is hereby certified that the adopted Budget made a part hereof has been compared with the approved Budget previously certified by the Division, and any amendments made thereto. This adopted Budget is certified with respect to such amendments and comparisons only.

*State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services*

By: _____ Date: _____

2024 PREPARER'S CERTIFICATION

Elizabeth Parking Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2024 to December 31, 2024

It is hereby certified that the Authority Budget, including the Annual Budget and the Capital Budget/Program annexed hereto, represents the members of the governing body's resolve with respect to statute in that; all estimates of revenue are reasonable, accurate and correctly stated; all items of appropriation are properly set forth; and in form, and content, the budget will permit the exercise of the comptroller function within the Authority.

It is further certified that all proposed budgeted amounts and totals are correct. Also, I hereby provide reasonable assurance that all assertions contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:	davidciarroccacpa@gmail.com
Name:	David W. Ciarrocca, C.P.A.
Title:	C.P.A.
Address:	1930 Wood Road Scotch Plains, N.J. 07076
Phone Number:	732-591-2300
Fax Number:	732-591-2525
E-mail Address:	davidciarroccacpa@gmail.com

AUTHORITY INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	www.elizabethparking.org
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All authorities shall maintain either an Internet website or a webpage on the municipality's or county's Internet website. The purpose of the website or webpage shall be to provide increased public access to the authority's operations and activities. N.J.S.A. 40A:5A-17.1 requires the following items to be included on the Authority's website at a minimum for public disclosure. Check the boxes below to certify the Authority's compliance with N.J.S.A. 40A:5A-17.1.

- A description of the Authority's mission and responsibilities.
- The budgets for the current fiscal year and immediately preceding two prior years.
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information *(Similar information includes items such as Revenue and Expenditure pie charts, or other types of charts, along with other information that would be useful to the public in understanding the finances/budget of the Authority).*
- The complete (all pages) annual audits (not the Audit Synopsis) for the most recent fiscal year and immediately preceding two prior years.
- The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the Authority to the interests of the residents within the Authority's service area or jurisdiction.
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time date, location and agenda of each meeting.
- The approved minutes of each meeting of the Authority including all resolutions of the board and their committees; for at least three consecutive fiscal years.
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority.
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

It is hereby certified by the below authorized representative of the Authority that the Authority's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:5A-17.1 as listed above. A check in each of the above boxes signifies compliance.

Name of Officer Certifying Compliance: Carla A. Mazza
Title of Officer Certifying Compliance: Executive Director
Signature: cmazza@elizabethparking.org

2024 APPROVAL CERTIFICATION

Elizabeth Parking Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2024 to December 31, 2024

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Elizabeth Parking Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on November 8, 2023.

It is further certified that the recorded vote appearing in the resolution represents not less than a of the full membership of the governing body thereof.

Officer's Signature:	cmazza@elizabethparking.org
Name:	Carla A. Mazza
Title:	Executive Director
Address:	233 Commerce Place Elizabeth, N.J. 07201
Phone Number:	908-353-0949
Fax Number:	908-353-5262
E-mail Address:	cmazza@elizabethparking.org

2024 AUTHORITY BUDGET RESOLUTION

Elizabeth Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

WHEREAS, the Annual Budget for Elizabeth Parking Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024 has been presented before the governing body of the Elizabeth Parking Authority at its open public meeting of November 8, 2023; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$6,138,776.00, Total Appropriations including any Accumulated Deficit, if any, of \$5,677,786.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$400,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$400,000.00; and

WHEREAS, the schedule of rents, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Elizabeth Parking Authority, at an open public meeting held on November 8, 2023 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Elizabeth Parking Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024, is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Housing Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Elizabeth Parking Authority will consider the Annual Budget and Capital Budget/Program for Adoption on December 13, 2023.

cmazza@elizabethparking.org
(Secretary's Signature)

11/8/2023
(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Maritza A. Maseda	X			
Kelly Taylor	X			
Matthew Rinaldo	X			
Felix Martinez	X			
Gisela Bernal-Castro	X			
Ezzio A. Bustamante-Varea	X			
Alejandra Gallardo				X

2024 ADOPTION CERTIFICATION

Elizabeth Parking Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2024 to December 31, 2024

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Elizabeth Parking Authority, pursuant to N.J.A.C 5:31-2.3, on December 13, 2023.

Officer's Signature:	cmazza@elizabethparking.org		
Name:	Carla A. Mazza		
Title:	Executive Director		
Address:	233 Commerce Place Elizabeth, N.J. 07201		
Phone Number:	908-353-0949	Fax:	908-353-5262
E-mail address:	cmazza@elizabethparking.org		

2024 ADOPTED BUDGET RESOLUTION

Elizabeth Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

WHEREAS, the Annual Budget and Capital Budget/Program for the Elizabeth Parking Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024 has been presented for adoption before the governing body of the Elizabeth Parking Authority at its open public meeting of December 13, 2023; and

WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$6,138,776.00, Total Appropriations, including any Accumulated Deficit, if any, of \$5,677,786.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$400,000.00 and Total Unrestricted Net Position Utilized of \$400,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Elizabeth Parking Authority at an open public meeting held on December 13, 2023 that the Annual Budget and Capital Budget/Program of the Elizabeth Parking Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

cmazza@elizabethparking.org
(Secretary's Signature)

12/13/2023
(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Maritza A. Maseda	X			
Kelly Taylor	X			
Matthew Rinaldo	X			
Felix Martinez	X			
Gisela Bernal-Castro	X			
Ezzio A. Bustamante-Varea	X			
Alejandra Gallardo	X			

**2024 AUTHORITY BUDGET
NARRATIVE AND INFORMATION SECTION**

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Elizabeth Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

Answer all questions below using the space provided. Do not attach answers as a separate document.

1. Complete a brief statement on the Fiscal Year 2024 proposed Annual Budget and make comparison to the Fiscal Year 2023 adopted budget for each Revenues and Appropriations. Explain any variances over +/-10% (as shown on budget pages F-2 and F-4) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase or decrease in the budgeted line item, not just an indication of the amount and percent of change. Upload any supporting documentation that will help explain the reason for the increase or decrease in the budgeted line item.

See the attached.

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Program.

The authority is still experiencing the effects of Covid 19 with parking revenue still not at pre-pandemic levels.

3. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget (i.e. rate stabilization, debt service reduction, to balance the budget, etc.) If the Authority's budget anticipated a use of Unrestricted Net Position, this question must be answered.

The authority is still experiencing the effects of Covid 19 with parking revenue still not at pre-pandemic levels. Local development should result in an additional demand for parking but not until the projected 2024-2025 completion date. As a result the authority will likely utilize unrestricted net position in order to meet current expense demands.

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Elizabeth Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

Answer all questions below using the space provided. Do not attach answers as a separate document.

4. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or shared service payments, pilot payments, or other types of contracts or agreements. (Example - To provide police services to the Authority, etc. and explain the reason for the transfer (i.e. to balance the County/Municipal Budget, etc.)

N/A

5. The proposed budget must not reflect an anticipated deficit from 2024 operations. If there exists an accumulated deficit from prior year's budgets (and funding is included in the proposed budget as a result of a prior year deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

While the authority does have a deficit as the result of GASB 68 & 75 accruals, it will, when possible implement cost saving measures.

(Prepare a response to deficits in most recent audit report pertaining to Deficits to Unrestricted Net Position caused by recording Pension and Post-Employment Benefits liabilities as required by GASB 68 and GASB 75) and similar types of deficits in the audit report. How would these deficits be funded?

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Elizabeth Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

Answer all questions below using the space provided. Do not attach answers as a separate document.

6. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) **if it has been changed since the prior year budget submission** and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in rate structure, if applicable. (If no changes to fees or rates, indicate answer as "**Rates Are Staying The Same**").

No rate changes from the prior year. See the attached rate schedule.

AUTHORITY CONTACT INFORMATION

2024

Please complete the following information regarding this Authority. All information requested below must be completed.

Name of Authority:	Elizabeth Parking Authority		
<i>Federal ID Number:</i>	22-6013191		
<i>Address:</i>	233 Commerce Place		
<i>City, State, Zip:</i>	Elizabeth Parking Authority	N.J.	07201
<i>Phone: (ext.)</i>	908-353-0949	<i>Fax:</i>	908-353-5262

Preparer's Name:	David W. Ciarrocca, C.P.A., LLC		
<i>Preparer's Address:</i>	1930 Wood Road		
<i>City, State, Zip:</i>	Scotch Plains	N.J.	07076
<i>Phone: (ext.)</i>	732-591-2300	<i>Fax:</i>	732-591-2525
<i>E-mail:</i>	davidciarroccacpa@gmail.com		

Chief Executive Officer*	Carla A. Mazza		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	908-353-0949	<i>Fax:</i>	908-353-5262
<i>E-mail:</i>	cmazza@elizabethparking.org		

Chief Financial Officer*	Carla A. Mazza		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	908-353-0949	<i>Fax:</i>	908-353-5262
<i>E-mail:</i>	cmazza@elizabethparking.org		

Name of Auditor:	Robert Butvilla		
<i>Name of Firm:</i>	Suplee, Clooney & Company		
<i>Address:</i>	308 East Broad Street		
<i>City, State, Zip:</i>	Westfield	N.J.	07090
<i>Phone: (ext.)</i>	908-789-9300	<i>Fax:</i>	908-789-8535
<i>E-mail:</i>	butvilla@aol.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

Elizabeth Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

1. Provide the number of individuals employed as reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statement:

43

2. Provide the amount of total salaries and wages reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statements:

\$ 1,359,117.00

3. Provide the number of regular voting members of the governing body:

7

(5 or 7 per State statute, possibly more for regional authorities)

4. Provide the number of alternate voting members of the governing body:

0

(Maximum is 2)

5. Regional Authorities Only - Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required?

Yes

Check to see if individuals filed their FDS on the FDS webpage: <https://www.nj.gov/dca/divisions/dlgs/resources/fds.html>.

If "no", provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.

6. Does the Authority have any amounts receivable from current or former commissioners, officers, key employees, or the highest compensated employee?

No

If "yes", provide a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.

7. Was the Authority a party to a business transaction with one of the following parties:

a. A current or former commissioner, officer, key employee, or highest compensated employee?

No

b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee?

No

c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner?

No

If the answer to any of the above is "yes", provide a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.

8. Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract*?

No

**A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor.*

If "yes", provide a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.

9. Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. Attach a narrative of your Authority's procedures for all individuals listed on Page N-4 (2 of 2).

AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Elizabeth Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

10. Did the Authority pay for meals or catering during the current fiscal year? Yes
If "yes", provide a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.

11. Did the Authority pay for travel expenses for any employee of individual listed on Page N-4? No
If "yes", provide a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.

12. Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?

a. First class or charter travel	No
b. Travel for companions	No
c. Tax indemnification and gross-up payments	No
d. Discretionary spending account	No
e. Housing allowance or residence for personal use	No
f. Payments for business use of personal residence	No
g. Vehicle/auto allowance or vehicle for personal use	No
h. Health or social club dues or initiation fees	No
i. Personal services (i.e. maid, chauffeur, chef)	No

If the answer to any of the above is "yes", provide a description of the transaction including the name and position of the individual and the amount expended.

13. Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? Yes

If "no", attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements, indicate that in answer).

14. Did the Authority make any payments to current or former commissioners or employees for severance or termination? No
If "yes", provide explanation, including amount paid.

15. Did the Authority make payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? No

If "yes", provide explanation including amount paid.

16. Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? No

If "yes", provide explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.

**AUTHORITY INFORMATIONAL QUESTIONNAIRE
(CONTINUED)**

Elizabeth Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

17. Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e. sewer overflow, etc.)?

If "yes", provide description of the event or condition that resulted in the fine/assessment and indicate the amount of the fine/assessment.

AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Elizabeth Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

Use the space below to provide clarification for any Questionnaire responses.

Union employees are paid based on a negotiated CBA. Non-union employees compensation is based on evaluations and budget parameters.

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS**

Elizabeth Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

Complete the attached table for all persons required to be listed per #1-4 below.

- 1) List all of the Authority's current commissioners and officers and amount of compensation from the Authority as defined below. Enter zero if no compensation was paid.
- 2) List all of the Authority's key employees and highest compensated employees other than a commissioner or officer as defined below and amount of compensation from the Authority.
- 3) List all of the Authority's former officers, key employees, and highest compensated employees who received more than \$100,000 in reportable compensation from the Authority during the most recent fiscal year completed.
- 4) List all of the Authority's former commissioners who received more than \$10,000 in reportable compensation from the Authority during the most recent fiscal year completed.

Commissioner: A member of the governing body of the authority with voting rights. Include alternates for the purposes of this schedule.

Officer: A person elected or appointed to manage the authority's daily operations at any time during the year, such as the chairperson, vice-chairperson, secretary, or treasurer. For the purposes of this schedule, treat the authority's top management official and top financial officer as officers, if applicable. A member of the governing body may be both a commissioner and an officer for the purposes of this schedule.

Key Employee: An employee or independent contractor of the authority (other than a commissioner or officer) who meets

- a) The individual received reportable compensation from the authority and other public entities in excess of \$150,000 for the most recent fiscal year completed; and
- b) The individual has responsibilities or influence over the authority as a whole or has power to control or determine 10% or more of the authority's capital expenditures or operating budget.

Highest Compensated Employee: One of the five highest compensated employees or independent contractors of the authority other than current commissioners, officers, or key employees whose aggregate reportable compensation from the authority and other public entities is greater than \$100,000 for the most recent fiscal year completed.

Compensation: All forms of cash and non-cash payments or benefits provided in exchange for services, including salaries and wages, bonuses, severance payments, deferred payments, retirement benefits, fringe benefits, and other financial arrangements or transactions such as personal vehicles, meals, housing, personal, and family education benefits, below-market loans, payment of personal or family travel, entertainment, and personal use of the Authority's property. Compensation includes payments and other benefits provided to both employees and independent contractors in exchange for services.

Reportable Compensation (Use the most recent W-2 available): The aggregate compensation that is reported (or required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year.

Elizabeth Parking Authority
For the Period January 01, 2024 to December 31, 2024

Name	Title	Average Hours per Week Dedicated to Position	Position		Reportable Compensation from Authority (W-2/ 1099)				Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	
			Commissioner	Officer	Key Employee	Highest Compensated	Former	Base Salary/ Stipend			Bonus
1 Carla A. Mazza	Executive Director	35			X				\$ 163,332.00	\$ 24,000.00	\$ 187,332.00
2 Carlos Alma	Operations Manager	35			X				\$ 127,333.00	\$ 24,000.00	\$ 151,333.00
3 Gisela Berani-Castro	Commissioner	1	X								
4 Ezzio A. Bustamante-Varea	Commissioner	1	X								
5 Maritza Maseda	Commissioner	1	X								
6 Kelly Taylor	Commissioner	1	X								
7 Matthew Rinaldo	Commissioner	1	X								
8 Felix Martinez	Commissioner	1	X								
9 Alejandra Gallardo	Commissioner	1	X								
10											
11											
12											
13											
14											
15											
16											
17											
18											
19											
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25											
26											
27											
28											
29											
30											
31											
32											
33											
34											
35											
Total:									\$ 290,665.00	\$ 48,000.00	\$ 338,665.00

Schedule of Health Benefits - Detailed Cost Analysis

Elizabeth Parking Authority

For the Period: January 01, 2024 to December 31, 2024

If no health benefits, check this box:

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost								
Single Coverage	5	15,172.00	75,860.00	5	14,449.00	72,245.00	3,615.00	5.0%
Parent & Child	3	27,158.00	81,474.00	3	25,864.00	77,592.00	3,882.00	5.0%
Employee & Spouse (or Partner)	4	27,697.00	110,788.00	4	26,378.00	105,512.00	5,276.00	5.0%
Family	3	41,741.00	125,223.00	3	39,754.00	119,262.00	5,961.00	5.0%
Employee Cost Sharing Contribution (enter as negative -)			(54,556.00)			(51,959.00)	(2,597.00)	5.0%
Subtotal	15		338,789.00	15		322,652.00	16,137.00	5.0%
Commissioners - Health Benefits - Annual Cost								
Single Coverage								
Parent & Child								
Employee & Spouse (or Partner)								
Family								
Employee Cost Sharing Contribution (enter as negative -)								
Subtotal								
Retirees - Health Benefits - Annual Cost								
Single Coverage	4	4,669.00	18,676.00	4	4,447.00	17,788.00	888.00	5.0%
Parent & Child								
Employee & Spouse (or Partner)	2	24,916.00	49,832.00	2	23,730.00	47,460.00	2,372.00	5.0%
Family	2	41,671.00	83,342.00	2	39,687.00	79,374.00	3,968.00	5.0%
Employee Cost Sharing Contribution (enter as negative -)								
Subtotal	8		151,850.00	8		144,622.00	7,228.00	5.0%
GRAND TOTAL	23		490,639.00	23		467,274.00	23,365.00	5.0%

Is medical coverage provided by the SHBP (Yes or No)?	Yes
Is prescription drug coverage provided by the SHBP (Yes or No)?	Yes

Elizabeth Parking Authority

For the Period: January 01, 2024 to December 31, 2024

Complete the below table for the Authority's accrued liability for compensated absences.

If no accumulated absences, check this box:

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences per Most Recent Audit	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
See the attached.	902	\$ 265,026.00	X	X	

Total liability for accumulated compensated absences at per most recent audit (this page only) \$ 265,026.00

**2024 AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

Elizabeth Parking Authority

For the Period: January 01, 2024 to December 31, 2024

	FY 2024 Proposed Budget						FY 2023 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Operation #1	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations	Total All Operations		
REVENUES										
Total Operating Revenues	\$ 6,058,776	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,311,224	\$ 747,552	14.1%	
Total Non-Operating Revenues	80,000	-	-	-	-	-	12,000	68,000	566.7%	
Total Anticipated Revenues	6,138,776	-	-	-	-	-	5,323,224	815,552	15.3%	
APPROPRIATIONS										
Total Administration	2,027,975	-	-	-	-	-	1,898,367	129,608	6.8%	
Total Cost of Providing Services	1,824,370	-	-	-	-	-	1,644,306	180,064	11.0%	
Total Principal Payments on Debt Service in Lieu of Depreciation	1,270,000	-	-	-	-	-	1,358,292	(88,292)	-6.5%	
Total Operating Appropriations	5,122,345	-	-	-	-	-	4,900,965	221,380	4.5%	
Total Interest Payments on Debt	555,441	-	-	-	-	-	577,812	(22,371)	-3.9%	
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	-	#DIV/0!	
Total Non-Operating Appropriations	555,441	-	-	-	-	-	577,812	(22,371)	-3.9%	
Accumulated Deficit	-	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	5,677,786	-	-	-	-	-	5,478,777	199,009	3.6%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	155,553	(155,553)	-100.0%	
Net Total Appropriations	5,677,786	-	-	-	-	-	5,323,224	354,562	6.7%	
ANTICIPATED SURPLUS (DEFICIT)	\$ 460,990	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 460,990	#DIV/0!	

Revenue Schedule

Elizabeth Parking Authority
For the Period: January 01, 2024 to December 31, 2024

FY 2024 Proposed Budget							FY 2023 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
Operation #1	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING REVENUES									
<i>Service Charges</i>									
Residential						\$ -	\$ -	\$ -	#DIV/0!
Business/Commercial						-	-	-	#DIV/0!
Industrial						-	-	-	#DIV/0!
Intergovernmental						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
Total Service Charges	-	-	-	-	-	-	-	-	#DIV/0!
<i>Connection Fees</i>									
Residential						-	-	-	#DIV/0!
Business/Commercial						-	-	-	#DIV/0!
Industrial						-	-	-	#DIV/0!
Intergovernmental						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
Total Connection Fees	-	-	-	-	-	-	-	-	#DIV/0!
<i>Parking Fees</i>									
Meters	1,475,000					1,475,000	1,135,000	340,000	30.0%
Permits	3,647,000					3,647,000	3,294,000	353,000	10.7%
Fines/Penalties	300,000					300,000	300,000	-	0.0%
Other	25,000					25,000	25,000	-	0.0%
Total Parking Fees	5,447,000	-	-	-	-	5,447,000	4,754,000	693,000	14.6%
<i>Other Operating Revenues (List)</i>									
Meter Bags & Other	16,000					16,000	16,000	-	0.0%
Rental & Retail Space	595,776					595,776	541,224	54,552	10.1%
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
Total Other Revenue	611,776	-	-	-	-	611,776	557,224	54,552	9.8%
Total Operating Revenues	6,058,776	-	-	-	-	6,058,776	5,311,224	747,552	14.1%
NON-OPERATING REVENUES									
<i>Other Non-Operating Revenues (List)</i>									
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	-	#DIV/0!
<i>Interest on Investments & Deposits (List)</i>									
Interest Earned	80,000					80,000	12,000	68,000	566.7%
Penalties						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
Total Interest	80,000	-	-	-	-	80,000	12,000	68,000	566.7%
Total Non-Operating Revenues	80,000	-	-	-	-	80,000	12,000	68,000	566.7%
TOTAL ANTICIPATED REVENUES	\$ 6,138,776	\$ -	\$ -	\$ -	\$ -	\$ 6,138,776	\$ 5,323,224	\$ 815,552	15.3%

Prior Year Adopted Revenue Schedule

Elizabeth Parking Authority

FY 2023 Adopted Budget

	Operation #1	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations
OPERATING REVENUES							
<i>Service Charges</i>							
Residential							\$ -
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Service Charges	-	-	-	-	-	-	-
<i>Connection Fees</i>							
Residential							-
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	-	-	-	-	-	-	-
<i>Parking Fees</i>							
Meters	1,135,000						1,135,000
Permits	3,294,000						3,294,000
Fines/Penalties	300,000						300,000
Other	25,000						25,000
Total Parking Fees	4,754,000	-	-	-	-	-	4,754,000
<i>Other Operating Revenues (List)</i>							
Meter Bags & Other	16,000						16,000
Rental & Retail Space	541,224						541,224
							-
							-
							-
							-
							-
							-
							-
							-
Total Other Revenue	557,224	-	-	-	-	-	557,224
Total Operating Revenues	5,311,224	-	-	-	-	-	5,311,224
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
							-
							-
							-
							-
Total Non-Operating Revenues	-	-	-	-	-	-	-
<i>Interest on Investments & Deposits</i>							
Interest Earned	12,000						12,000
Penalties							-
Other							-
Total Interest	12,000	-	-	-	-	-	12,000
Total Non-Operating Revenues	12,000	-	-	-	-	-	12,000
TOTAL ANTICIPATED REVENUES	\$ 5,323,224	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,323,224

Appropriations Schedule

Elizabeth Parking Authority
For the Period: January 01, 2024 to December 31, 2024

	FY 2024 Proposed Budget						Total All Operations	FY 2023 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Operation #1	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6		Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 838,605						\$ 838,605	\$ 803,247	\$ 35,358	4.4%
Fringe Benefits	444,670						444,670	441,720	2,950	0.7%
Total Administration - Personnel	1,283,275						1,283,275	1,244,967	38,308	3.1%
<i>Administration - Other (List)</i>										
Legal, Outside Services & Other	744,700						744,700	653,400	91,300	14.0%
Miscellaneous Administration*	-						-	-	-	#DIV/0!
Total Administration - Other	744,700						744,700	653,400	91,300	14.0%
Total Administration	2,027,975						2,027,975	1,898,367	129,608	6.8%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	770,040						770,040	683,026	87,014	12.7%
Fringe Benefits	394,330						394,330	376,280	18,050	4.8%
Total COPS - Personnel	1,164,370						1,164,370	1,059,306	105,064	9.9%
<i>Cost of Providing Services - Other (List)</i>										
Maintenance, Utilities & Other	660,000						660,000	585,000	75,000	12.8%
Miscellaneous COPS*	-						-	-	-	#DIV/0!
Total COPS - Other	660,000						660,000	585,000	75,000	12.8%
Total Cost of Providing Services	1,824,370						1,824,370	1,644,306	180,064	11.0%
Total Principal Payments on Debt Service In Lieu of Depreciation	1,270,000						1,270,000	1,358,292	(88,292)	-6.5%
Total Operating Appropriations	5,122,345						5,122,345	4,900,965	221,380	4.5%
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt	555,441						555,441	577,812	(22,371)	-3.9%
Operations & Maintenance Reserve	-						-	-	-	#DIV/0!
Renewal & Replacement Reserve	-						-	-	-	#DIV/0!
Municipality/County Appropriation	-						-	-	-	#DIV/0!
Other Reserves	-						-	-	-	#DIV/0!
Total Non-Operating Appropriations	555,441						555,441	577,812	(22,371)	-3.9%
TOTAL APPROPRIATIONS	5,677,786						5,677,786	5,478,777	199,009	3.6%
ACCUMULATED DEFICIT										
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	5,677,786						5,677,786	5,478,777	199,009	3.6%
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation	-						-	-	-	#DIV/0!
Other	-						-	155,553	(155,553)	-100.0%
Total Unrestricted Net Position Utilized	-						-	155,553	(155,553)	-100.0%
TOTAL NET APPROPRIATIONS	\$ 5,677,786						\$ 5,677,786	\$ 5,323,224	\$ 354,562	6.7%

* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations \$ 256,117.25 \$ - \$ - \$ - \$ - \$ - \$ - \$ 256,117.25

Prior Year Adopted Appropriations Schedule

Elizabeth Parking Authority

FY 2023 Adopted Budget

	Operation #1	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 803,247						\$ 803,247
Fringe Benefits	441,720						441,720
Total Administration - Personnel	1,244,967	-	-	-	-	-	1,244,967
<i>Administration - Other (List)</i>							
Legal, Outside Services & Other	653,400						653,400
Miscellaneous Administration*							
Total Administration - Other	653,400	-	-	-	-	-	653,400
Total Administration	1,898,367	-	-	-	-	-	1,898,367
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	683,026						683,026
Fringe Benefits	376,280						376,280
Total COPS - Personnel	1,059,306	-	-	-	-	-	1,059,306
<i>Cost of Providing Services - Other (List)</i>							
Maintenance, Utilities & Other	585,000						585,000
Miscellaneous COPS*							
Total COPS - Other	585,000	-	-	-	-	-	585,000
Total Cost of Providing Services	1,644,306	-	-	-	-	-	1,644,306
Total Principal Payments on Debt Service in Lieu of Depreciation	1,358,292	-	-	-	-	-	1,358,292
Total Operating Appropriations	4,900,965	-	-	-	-	-	4,900,965
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	577,812	-	-	-	-	-	577,812
Operations & Maintenance Reserve							
Renewal & Replacement Reserve							
Municipality/County Appropriation							
Other Reserves							
Total Non-Operating Appropriations	577,812	-	-	-	-	-	577,812
TOTAL APPROPRIATIONS	5,478,777	-	-	-	-	-	5,478,777
ACCUMULATED DEFICIT							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	5,478,777	-	-	-	-	-	5,478,777
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation							
Other	155,553						155,553
Total Unrestricted Net Position Utilized	155,553	-	-	-	-	-	155,553
TOTAL NET APPROPRIATIONS	\$ 5,323,224	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,323,224

* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations	\$ 245,048.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 245,048.25
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Debt Service Schedule - Principal

Elizabeth Parking Authority

If Authority has no debt, check this box:

	Date of Local Finance Board Approval	Fiscal Year Ending in						Total Principal Outstanding
		2025	2026	2027	2028	2029	Thereafter	
Operation #1								
2006/2014 Refunding Issue		\$ 220,000	\$ 235,000	\$ -	\$ -	\$ -	\$ -	\$ 690,000
2017 Bond Issue		185,000	205,000	215,000	225,000	235,000	1,865,000	3,135,000
2021 Bond Issue		870,000	855,000	965,000	980,000	555,000	13,170,000	18,230,000
Equipment Lease		83,292	-	-	-	-	-	-
Total Principal		1,358,292	1,290,000	1,180,000	1,205,000	790,000	15,035,000	22,055,000
Operation #2								
Total Principal								
Operation #3								
Total Principal								
Operation #4								
Total Principal								
Operation #5								
Total Principal								
Operation #6								
Total Principal								
TOTAL PRINCIPAL ALL OPERATIONS		\$ 1,358,292	\$ 1,290,000	\$ 1,180,000	\$ 1,205,000	\$ 790,000	\$ 15,035,000	\$ 22,055,000

Indicate the Authority's most recent bond rating and the year of the rating by ratings service.

	Moody's	Standard & Poors
Bond Rating		
Year of Last Rating		

Debt Service Schedule - Interest

Elizabeth Parking Authority

If Authority has no debt, check this box:

	2023 (Adopted Budget)	2024 (Proposed Budget)	2025	2026	2027	2028	2029	Thereafter	Total Interest Payments Outstanding
Operation #1									
2006/2014 Refunding Issue	\$ 21,840	\$ 16,560	\$ 11,160	\$ 5,640	\$ -	\$ -	\$ -	\$ -	\$ 33,360
2017 Bond Issue	116,481	109,081	101,481	93,481	85,281	76,681	67,681	2,179,128	2,712,814
2021 Bond Issue	436,760	429,800	419,113	406,715	384,700	346,100	306,900	4,345,488	6,638,816
Equipment Lease	2,731	-	-	-	-	-	-	-	-
Total Interest Payments	577,812	555,441	531,754	505,836	469,981	422,781	374,581	6,524,616	9,384,990
Operation #2									
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #3									
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #4									
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #5									
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #6									
Total Interest Payments	-	-	-	-	-	-	-	-	-
TOTAL INTEREST ALL OPERATIONS	\$ 577,812	\$ 555,441	\$ 531,754	\$ 505,836	\$ 469,981	\$ 422,781	\$ 374,581	\$ 6,524,616	\$ 9,384,990

Net Position Reconciliation

Elizabeth Parking Authority

For the Period: January 01, 2024 to December 31, 2024

FY 2024 Proposed Budget

	Operation #1	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations
TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)	\$ 1,076,339						\$ 1,076,339
Less: Invested in Capital Assets, Net of Related Debt (1)	6,245,934						6,245,934
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)	642,512						642,512
Total Unrestricted Net Position (1)	(5,812,107)	-	-	-	-	-	(5,812,107)
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)	2,236,915						2,236,915
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	4,848,500						4,848,500
Plus: Estimated Income (Loss) on Current Year Operations (2)							-
Plus: Other Adjustments (attach schedule)							-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	1,273,308	-	-	-	-	-	1,273,308
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	400,000	-	-	-	-	-	400,000
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	400,000	-	-	-	-	-	400,000
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR							
Last issued Audit Report (4)	\$ 873,308	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 873,308

(1) Total of all operations for this line item must agree to audited financial statements.

(2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.

(3) Amount may not exceed 5% of total operating appropriations. See calculation below.

Maximum Allowable Appropriation to Municipality/County

(4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2024

Elizabeth Parking Authority

(Authority Name)

2024 AUTHORITY CAPITAL BUDGET/PROGRAM

2024 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Elizabeth Parking Authority

(Authority Name)

Fiscal Year: January 01, 2024 to December 31, 2024

Check the box for the applicable statement below:

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Elizabeth Parking Authority, on November 08, 2023.

It is hereby certified that the governing body of the Elizabeth Parking Authority have elected **NOT** to adopt and Capital Budget/Program for the aforesaid fiscal year, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget by the governing body of the Elizabeth Parking Authority, for the following reason(s):

Officer's Signature:	cmazza@elizabithparking.org
Name:	Carla A. Mazza
Title:	Executive Director
Address:	233 Commerce Place Elizabeth, N.J. 07201
Phone Number:	908-353-0949
Fax Number:	908-353-5262
E-mail Address:	cmazza@elizabithparking.org

2024 CAPITAL BUDGET/PROGRAM MESSAGE

Elizabeth Parking Authority

Fiscal Year: January 01, 2024 to December 31, 2024

Answer all questions below using the space provided.

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program (this may include the governing body or certain officials, such as planning boards, Construction Code Officials) as to these projects?

No

2. Has each capital project/project financing been developed from a specific capital improvement plan or report; does it include lifecycle costs; and is it consistent with the appropriate elements of Master Plans or other plans in the jurisdiction(s) served by the authority?

Yes

Yes

Yes

3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?

Yes

4. If amounts are on Page CB-3 in the column Debt Authorizations, indicate the primary source of funding the debt service for the Debt Authorizations (example - rate increase).

N/A

5. Please indicate which capital projects/project financings are being undertaken in the Metropolitan or Suburban Planning Areas as defined in the State Development and Redevelopment Plan.

N/A

6. Please indicate which capital projects/project financings are being undertaken within the boundary of a State Planning Commission-designated Center and/or Endorsed Plan and if the project was included in the Plan Implementation Agenda for that Center/Endorsed Plan.

N/A

Proposed Capital Budget

Elizabeth Parking Authority
For the Period: January 01, 2024 to December 31, 2024

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Operation #1</i>						
Emergency Improvements 2 vehicles	\$ 50,000	\$ 50,000				
Miscellaneous Improvements	50,000	50,000				
Concrete Work	150,000	150,000				
Total	400,000	400,000	-	-	-	-
<i>Operation #2</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #3</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #4</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #5</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #6</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -

Enter brief description of up to four projects for each operation above. For operations with more than four budgeted projects, please attach additional schedules. Input total amount of all projects for the operation on single line and enter "See Attached Schedule" instead of project description.

5 Year Capital Improvement Plan

Elizabeth Parking Authority

For the Period: January 01, 2024 to December 31, 2024

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2024	2025	2026	2027	2028	2029
<i>Operation #1</i>							
Emergency Improvements 2 vehicles	\$ 50,000	\$ 50,000					
Miscellaneous Improvements	50,000	50,000					
Concrete Work	150,000	150,000					
Total	400,000	400,000	-	-	-	-	-
<i>Operation #2</i>							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #3</i>							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #4</i>							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #5</i>							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #6</i>							
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.

5 Year Capital Improvement Plan Funding Sources

Elizabeth Parking Authority
For the Period: January 01, 2024 to December 31, 2024

	Estimated Total Cost	Funding Sources																																			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources																															
<i>Operation #1</i>																																					
Emergency Improvements 2 vehicles	\$ 50,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; text-align: right;">\$ 50,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">50,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">150,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">150,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">400,000</td> <td></td> <td style="text-align: right;">400,000</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> </table>					\$ 50,000						50,000						150,000						150,000						400,000		400,000	-	-	-	-
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400,000		400,000	-	-	-	-																															
Miscellaneous Improvements	150,000																																				
Concrete Work	150,000																																				
Total	400,000																																				
<i>Operation #2</i>																																					
	-																																				
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	-																																				
Total	-	-	-	-	-	-																															
<i>Operation #3</i>																																					
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Total	-	-	-	-	-	-																															
<i>Operation #4</i>																																					
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Total	-	-	-	-	-	-																															
<i>Operation #5</i>																																					
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Total	-	-	-	-	-	-																															
<i>Operation #6</i>																																					
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	-																																				
Total	-	-	-	-	-	-																															
TOTAL	<u>\$ 400,000</u>	<u>\$ 400,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>																															
Total 5 Year Plan per CB-4	<u>\$ 400,000</u>																																				
Balance check		- If amount is other than zero, verify that projects listed above match projects listed on CB-4.																																			

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.

Annual List of Change Orders Approved
Pursuant to N.J.A.C. 5:30-11

Contracting Unit: Elizabeth Parking Authority Year Ending: December 31, 2022

The following is a complete list of all change orders which caused the originally awarded contract price to be exceeded by more than 20 percent. For regulatory details please consult N.J.A.C. 5:30-11.1 et seq. Please identify each change order by name of the project.

--

For each change order listed above, submit with introduced budget a copy of the governing body resolution authorizing the change order and an Affidavit of Publication for the newspaper notice required by N.J.A.C. 5:30-11.9(d). (Affidavit must include a copy of the newspaper notice.)

If you have not had a change order exceeding the 20 percent threshold for the year indicated above, please check here and certify below.

11/8/2023
Date

cmazza@elizabethparking.org
Clerk/Secretary to the Governing Body

Appendix to Budget Document

THE COMMISSIONERS OF THE ELIZABETH PARKING AUTHORITY

Resolution # 11-2023

Authorizing Late Submittal of Budget to DCA

Whereas, the Parking Authority has introduced the 2024 budget; and

Whereas, there exist various regulations requiring submittal of the budget to DCA by a date certain; and

Whereas, because the Parking Authority was awaiting additional information related to maintenance agreements and, therefore, failed to provide the budget to DCA in accordance with the required time frame.

NOW THEREFORE, be it resolved by the commissioners of the Elizabeth Parking Authority, County of Union, as follows:

(1) This resolution shall authorize late submittal of the budget to DCA for the reasons above noted;

(2) A copy of this resolution shall be provided to DCA upon adoption.

Paula A. Maffei, Ex. Director 11-9-2023

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Maritza A. Maseda	X			
Kelly Taylor	X			
Matthew Rinaldo	X			
Felix Martinez	X			
Gisela Bernal-Castro	X			
Ezzio A. Bustamante	X			
Alejandra Gallardo				X

ELIZABETH PARKING AUTHORITY

EXPLANATION OF BUDGET VARIANCES
SUPPLEMENT TO PAGE N-1, QUESTION # 1

2024

BUDGET ITEM	PERCENTAGE INCREASE/ (DECREASE)	EXPLANATION
METER FEE REVENUE	30.00%	ADDITIONAL ENFORCEMENT OFFICERS HIRED
PERMIT FEE REVENUE	10.70%	POST COVID PARKING INCREASE AS PEOPLE RETURN TO ON SITE WORK
RENTAL & RETAIL SPACE REVENUE	10.10%	INCREASE BASED ON LEASE AGREEMENTS
INTEREST EARNED	566.70%	INCREASE IN CASH FLOW & RATES
LEGAL, OUTSIDE SERVICES & OTHER	14.00%	DUE TO INCREASES IN CREDIT CARD FEES & LIABILTY INSURANCE
SALARY & WAGES	12.70%	ADDITIONAL PART TIME STAFF HIRINGS
MAINTENANCE, UTILITES & OTHER	12.80%	INCREASE IN ELEVATOR & PARKING MACHINE SERVICE CONTRACTS

ELIZABETH PARKING AUTHORITY
SCHEDULE OF PROJECTED REVENUE AND EXPENSES
F.Y.E. 12/31/24

REVENUES	AMOUNT
PARKING FEES	\$ 5,122,000
VIOLATIONS	300,000
RENTAL REVENUE	2) 611,776
MISCELLANEOUS REVENUE	25,000
INTEREST INCOME	80,000
TOTAL REVENUE	\$ 6,138,776

EXPENSES	
ADMINISTRATIVE SALARIES	\$ 755,516
MAINTENANCE & OPERATIONS SALARIES	770,040
LEGAL SALARIES	83,089
FRINGE BENEFITS	550,000
PENSION	164,000
PAYROLL TAXES	125,000
INSURANCE	330,000
OFFICE EXPENSES	162,000
OUTSIDE SERVICES-PAYROLL SERVICE	7,200
OUTSIDE SERVICES-MISCELLANEOUS	7,500
PROFESSIONAL FEES-AUDIT & ACCOUNTING	96,000
PROFESSIONAL FEES-LEGAL	15,000
PROFESSIONAL FEES-MISCELLANEOUS	35,000
TELEPHONE EXPENSE	77,000
CONVENTIONS & MEETINGS	15,000
TRUCK EXPENSES	30,000
RENT	3,000
UTILITIES	122,000
TRUSTEE FEES	12,000
PEST CONTROL	6,000
ELEVATOR CONTRACT	100,000
SNOW REMOVAL	12,000
OPERATING REPAIRS & MAINTENANCE	375,000
CAPITAL EXPENDITURES*	400,000
PRINCIPAL ON DEBT	1,270,000
INTEREST ON DEBT	555,441
TOTAL EXPENSES	\$ 6,077,786
PROJECTED INCREASE TO RESERVE	\$ 60,990

EMERGENCY CAPITAL IMPROVEMENTS	\$ 50,000
2 VEHICLES	50,000
MISCELLANEOUS IMPROVEMENTS	150,000
CONCRETE WORK	150,000
TOTAL*	\$ 400,000

* AS PROVIDED BY CARLOS ALMA ON 9/14/21.

2) OFFICE RENTALS - 2ND & 3RD FLOORS (12 MONTHS @ \$35,718)	\$ 428,616
OFFICE RENTALS - 1ST FLOOR (12 MONTHS @ \$13,930)	167,160
OTHER RENTAL	16,000
TOTAL	\$ 611,776

ELIZABETH PARKING AUTHORITY
SCHEDULE OF PROJECTED PARKING FEES
F.Y.E DECEMBER 31, 2024

ON STREET	AMOUNT
ZONE 1	\$ 360,000
ZONE 2	375,000
ZONE 3	440,000
ZONE 4	300,000
	<hr/>
TOTAL ON STREET	\$ 1,475,000
	<hr/>
OFF STREET	
PARKING GARAGE*	\$ 1,425,000
LOT 02	840,000
LOT 03	60,000
LOT 04	35,000
LOT 05	325,000
LOT 06	775,000
LOT 08	30,000
LOT 09	80,000
LOT 10	16,000
LOT 16	36,000
LOT 18	25,000
	<hr/>
TOTAL OFF STREET	\$ 3,647,000
	<hr/>
TOTAL PARKING FEES	\$ 5,122,000
	<hr/> <hr/>

ELIZABETH PARKING AUTHORITY
SCHEDULE OF DEBT SERVICE PAYMENTS
2024

LOAN DESCRIPTION	PRINCIPAL	INTEREST	TOTAL
2014 BOND ISSUE	\$ 225,000	\$ 16,560	\$ 241,560
2017 BOND ISSUE	190,000	109,081	299,081
2021 BOND ISSUE	855,000	429,800	1,284,800
MUNICIPAL LEASING CONSULTANTS	-	-	-
TOTALS	\$ 1,270,000	\$ 555,441	\$ 1,825,441

ELIZABETH PARKING AUTHORITY
SUPPLEMENT TO PAGE F-4
F.Y.E. 12/31/23

OTHER ADMINISTRATIVE EXPENSES

INSURANCE	\$ 330,000
OFFICE EXPENSES	162,000
OUTSIDE SERVICES-PAYROLL SERVICE	7,200
OUTSIDE SERVICES-MISCELLANEOUS	7,500
PROFESSIONAL FEES-AUDIT & ACCOUNTING	96,000
PROFESSIONAL FEES-LEGAL	15,000
PROFESSIONAL FEES-MISCELLANEOUS	35,000
TELEPHONE EXPENSE	77,000
CONVENTIONS & MEETINGS	15,000
	<hr/>
TOTAL	\$ 744,700

OTHER COPS EXPENSES

TRUCK EXPENSES	\$ 30,000
RENT	3,000
UTILITIES	122,000
TRUSTEE FEES	12,000
PEST CONTROL	6,000
ELEVATOR CONTRACT	100,000
SNOW REMOVAL	12,000
OPERATING REPAIRS & MAINTENANCE	375,000
	<hr/>
TOTAL	\$ 660,000

RATES

EFFECTIVE: MAY 1, 2015

MONTHLY RATE:

New rate of \$150.00 per month

New Customer activation: \$150.00 monthly fee plus \$25.00 refundable equipment fee

J. Christian Bollwage Parking Garage/Lot #1 – 37 Caldwell Place

Lot #2 – 233 Commerce Place

Lot #5 Midtown Garage – 30 West Grand Street

Lot #6 – 28-56 Jefferson Avenue (Corner of Jefferson & Dickinson)

Lots, #3, #4, #8, #9, #10, #11, #16, #18

HOURLY RATES:

Parking rates charged in connection with the parking of vehicles at all Authority garage facilities and lots, except the Midtown Garage, shall be an hourly rate of \$2.00 an hour for the first 2 hours and \$1.00 an hour for each hour thereafter.

Parking rates charged in connection with the parking of vehicles at the Lot #5 Midtown Garage shall be the following:

Up to 1 hour	\$3.00
Up to 2 hours	\$4.00
Up to 10 hours	\$10.00
\$1.00 an hour for each hour thereafter.	

METER RATES (single meters or boxes):

Parking rates charged in connection with single meters and metric box stations shall be \$1.50 an hour.

LOST PERMIT FEE:

\$25.00 (Lot #1, #2, #5, #6)

METER BAGS:

Meter bags shall be available for \$25.00 per bag, per day.

ELIZABETH PARKING AUTHORITY

ACCRUED SICK AND VACATION

12/31/22

G/L ACCT# 500-04

NAME	DAILY RATE	VACATION DAYS ACCRUED	ACCRUED VACATION	SICK DAYS ACCRUED	*ACCRUED SICK	TOTAL ACCRUAL
C. MAZZA**	\$ 628.20	245	\$ 153,909.00	170	\$ 9,000.00	\$ 162,909.00
J. TORRELLIO	\$ 153.85	4	615.40	4	615.40	1,230.80
D. KATZ	\$ 212.57	5	1,062.85	1	212.57	1,275.42
J. MAZZA	\$ 171.38	10	1,713.80	31	5,312.78	7,026.58
C. ALMA	\$ 489.74	96	47,015.04	122	9,000.00	56,015.04
A. VASQUEZ	\$ 204.02	36	7,344.72	26.8	5,467.74	12,812.46
R. CARRUTHERS	\$ 353.89	41	14,509.49	108.6	9,000.00	23,509.49
K. HANKINS	\$ 198.08	1.25	247.60	0	-	247.60
TOTAL ACCRUED VACATION/SICK			<u>\$ 226,417.90</u>		<u>\$ 38,608.49</u>	<u>\$ 265,026.39</u>

***ACCRUED SICK IS CAPPED AT \$9,000 PER PERSONEL HANDBOOK**

**** C. MAZZA SICK DAYS CARRIED FORWARD ARE CAPPED AT 25.**

PARKING AUTHORITY OF THE CITY OF ELIZABETH

23341

Tequila Bistro
 Date: 12/15/2022
 Type: Bill
 Reference: Holiday Party 2022

Original Amt.
2,698.50

Balance Due
2,698.50

12/15/2022
 Discount
 Check Amount

Payment
2,698.50
 Check Amount
2,698.50

OPERATING ACCOU Holiday Party 2022

2,698.50

PRODUCT SERIAL# USE WITH 91663 ENVELOPE Deluxe Corporation 1-800-328-0304 or www.deluxe.com/shop

DSVSV0 CHKCHK06 08/30/2022 14:06 -61- 1621472200

GUESTCHECK™

Server	Table No.	No. Guests	Date	62922
--------	-----------	------------	------	-------

1	Pulp 08/10/22			
2				
3	30 People 50¢			11528.50
4				
5	24 Subs 53¢			720.00
6				
7	Sub Total			2,248.50
8				
9	Tax			158.00
10				
11	grates 20%			450.00
12				
13				
14	Total			2,1856.50
15				158.00
16	Coffee	Tea	Milk	\$2698.50

THANK YOU

FOOD	
BEVERAGE	
SUB TOTAL	
TAX	
TOTAL	

GUEST RECEIPT

62922

Date _____ Amount _____