

Agenda for the Regular Meeting of **May 8, 2024**

I. Welcome/Opening

- A. Meeting to be called to order by Chairman Gisela Bernal – Castro
- B. Roll Call
- C. Public Speaking
- D. Motion to Approve and/or correct minutes of the **April 10, 2024**.

II. Reports

- A. Financial Reports
- B. Motion to approve replenishment of petty cash in the amount of \$240.79 for the period of March 1, 2024 through April 30, 2024.
- C. Motion for payment of outstanding bills listed in this report from the Executive Director in the amount of \$310,280.10 for **May 8, 2024**.
- 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](mailto: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 10, 2024 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 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 14, 2023.

### **I. Roll Call:**

Present:

Chairman Gisela Bernal – Castro

Vice - Chairman Ezzio A. Bustamante-Varea (via teleconference call)

Commissioner Felix Martinez

Commissioner Matthew D. Rinaldo

Commissioner John F. Bernal

Commissioner Kelly Taylor

Attendance Roll Call —6 Present

Absent: 1

Commissioner Maritza A. Maseda

Also, Counsel John B. Moriarty

Executive Director Carla A. Mazza

Operations Manager Carlos J. Alma

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

## **II. Motions:**

- A. A motion was made by Commissioner Felix Martinez and seconded by Commissioner Matthew D. Rinaldo to approve and/or correct minutes of the March 13, 2024 meeting. On a roll call vote, motion carried 5 ayes. Commissioner Kelly Taylor respectfully abstained.
- B. A motion was made by Commissioner Matthew D. Rinaldo and seconded by Chairman Gisela Bernal – Castro 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 John F. Bernal 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 Felix Martinez 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 Matthew D. Rinaldo made a motion, seconded by Commissioner Kelly Taylor to adjourn the meeting at 7:10 P.M. On a roll call vote, motion carried 6 ayes.

**APPROVED: May 8, 2024**

Gisela Bernal-Castro  
Chairman

Carla A. Mazza  
Executive Director

**ELIZABETH PARKING AUTHORITY**  
**BUDGET TO ACTUAL FINANCIAL REPORT**  
**FOR THE FOUR MONTH PERIOD ENDED 4/30/24**

<b>REVENUES</b>	<b>Y-T-D ACTUAL</b>	<b>Y-T-D BUDGET</b>	<b>VARIANCE</b>	<b>ANNUAL BUDGET</b>
PARKING FEES	\$ 1,780,788	\$ 1,707,333	\$ 73,455	\$ 5,122,000
VIOLATIONS	95,220	100,000	(4,780)	300,000
RENTAL REVENUE	237,097	203,925	33,172	611,776
MISCELLANEOUS REVENUE	11,463	8,333	3,130	25,000
INTEREST INCOME	40,800	26,667	14,133	80,000
<b>TOTAL REVENUE</b>	<b>\$ 2,165,368</b>	<b>\$ 2,046,259</b>	<b>\$ 119,109</b>	<b>\$ 6,138,776</b>
<b>EXPENSES</b>				
SALARIES & EMPLOYEE BENEFITS	\$ 831,840	\$ 815,882	\$ (15,958)	\$ 2,447,645
INSURANCE	110,825	110,000	(825)	330,000
OFFICE EXPENSES	55,734	54,000	(1,734)	162,000
OUTSIDE SERVICES	47,655	53,567	5,912	160,700
ADMINISTRATIVE EXPENSES	29,705	30,667	962	92,000
OPERATING EXPENSES	348,325	353,333	5,008	1,060,000
INTEREST/PRINCIPAL ON DEBT	608,480	608,480	-	1,825,441
<b>TOTAL EXPENSES</b>	<b>\$ 2,032,564</b>	<b>\$ 2,025,929</b>	<b>\$ (6,636)</b>	<b>\$ 6,077,786</b>
<b>PROJECTED INCREASE TO RESERVE</b>	<b>\$ 132,804</b>	<b>\$ 20,330</b>	<b>\$ 112,474</b>	<b>\$ 60,990</b>