

Agenda for the Regular Meeting of **September 10, 2025**

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 **August 13, 2025**.

II. Reports

- A. Financial Reports
- B. Motion to approve replenishment of petty cash in the amount of \$243.00 for the period of July 1, 2025 through August 31, 2025.
- C. Motion for payment of outstanding bills listed in this report from the Executive Director in the amount of \$91,720.88 for **September 10, 2025**.
- D. Carla A. Mazza — Executive Director Reports

III. Communications

- A. Letter from City Clerk, Yolanda M. Roberts received August 29, 2025 regarding Westfield Avenue meters.

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 August 13, 2025 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 12, 2024.

I. Roll Call:

Present:

Chairman Gisela Bernal – Castro (via teleconference call)

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

Commissioner Matthew D. Rinaldo

Commissioner Kelly Taylor (via teleconference call)

Attendance Roll Call —4 Present

Absent: 3

Commissioner Maritza A. Maseda

Commissioner John F. Bernal

Commissioner George Hernandez

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 Matthew D. Rinaldo and seconded by Chairman Gisela Bernal – Castro to approve and/or correct minutes of the June 11, 2025 meeting. On a roll call vote, motion carried 3 ayes. Commissioner Kelly Taylor respectfully abstained.
 - B. A motion was made by Commissioner Matthew D. Rinaldo and seconded Chairman Gisela Bernal – Castro to approve the replenishment of Petty Cash. On a roll call vote, motion carried 4 ayes.
 - C. A motion was made by Commissioner Matthew D. Rinaldo and seconded by Vice - Chairman Ezzio A. Bustamante Varea to pay the outstanding bills as reported by Executive Director Carla A. Mazza. On a roll call vote, motion carried 4 ayes.
 - D. **Resolution # 8-2025** Increase Lost ticket fee to \$50.00, effective September 1, 2025.
- A motion was made by Commissioner Matthew D. Rinaldo and seconded by Commissioner Kelly Taylor . 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 Commissioner Matthew D. Rinaldo and seconded by Vice - Chairman Ezzio A. Bustamante Varea. On a roll call vote, motion carried 4 ayes.

IV. Old Business

V. New Business — There being no further business Commissioner Matthew D. Rinaldo made a motion, seconded by Chairman Gisela Bernal – Castro to adjourn the meeting at 7:15 P.M. On a roll call vote, motion carried 4 ayes.

APPROVED: September 10, 2025

Gisela Bernal-Castro
Chairman

Carla A. Mazza
Executive Director

ELIZABETH PARKING AUTHORITY
BUDGET TO ACTUAL FINANCIAL REPORT
FOR THE EIGHT MONTH PERIOD ENDED 8/31/25

REVENUES	Y-T-D ACTUAL	Y-T-D BUDGET	VARIANCE	ANNUAL BUDGET
PARKING FEES	\$ 3,536,757	3,620,000	\$ (83,243)	\$ 5,430,000
VIOLATIONS	239,415	200,000	39,415	300,000
RENTAL REVENUE	435,385	407,851	27,534	611,776
MISCELLANEOUS REVENUE	10,672	16,667	(5,995)	25,000
INTEREST INCOME	79,042	83,333	(4,291)	125,000
TOTAL REVENUE	\$ 4,301,271	\$ 4,327,851	\$ (26,580)	\$ 6,491,776
EXPENSES				
SALARIES & EMPLOYEE BENEFITS	\$ 1,848,047	\$ 1,704,133	\$ (143,914)	\$ 2,556,200
INSURANCE	273,493	226,667	(46,826)	340,000
OFFICE EXPENSES	136,421	116,667	(19,754)	175,000
OUTSIDE SERVICES	160,662	112,400	(48,262)	168,600
ADMINISTRATIVE EXPENSES	59,066	63,667	4,601	95,500
OPERATING EXPENSES	803,683	844,000	40,317	1,266,000
INTEREST/PRINCIPAL ON DEBT	1,211,169	1,211,169	-	1,816,754
TOTAL EXPENSES	\$ 4,492,540	\$ 4,278,703	\$ (213,839)	\$ 6,418,054
PROJECTED INCREASE TO RESERVE	\$ (191,269)	\$ 49,148	\$ (240,418)	\$ 73,722