

## Agenda for the Regular Meeting of **March 11, 2020**

### 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 **February 11, 2020** meeting.

### II. Reports

- A. Financial Reports
- B. Motion to approve replenishment of petty cash in the amount of \$247.47 for the period of January 1, 2020 through February 29, 2020.
- C. Motion for payment of outstanding bills listed in this report from the Executive Director in the amount of \$237,386.35 for **March 11, 2020**.
- D. Carla A. Mazza — Executive Director Reports

### III. Communications

### IV. Old Business

### V. New Business.

### VI. Adjourn

## 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 February 11, 2020 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 12, 2019.

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

Present:

Chairman Felix Martinez

Vice - Chairman Gisela Bernal – Castro

Commissioner Maritza A. Maseda

Commissioner Matthew D. Rinaldo

Commissioner Ana Hernandez

Commissioner Ezzio A. Bustamante

Commissioner Kelly Taylor

Attendance Roll Call —7 Present

Also, Counsel John B. Moriarty

Executive Director Carla A. Mazza

Operations Manager Carlos J. Alma

Absent: 0

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 Commissioner Kelly Taylor to approve and/or correct minutes of the January 8, 2020 meeting. On a roll call vote, motion carried 5 ayes. Vice - Chairman Gisela Bernal – Castro and Commissioner Maritza A.Maseda respectfully abstained.
- B. A motion was made by Chairman Felix Martinez and seconded by Commissioner Matthew D. Rinaldo to approve the replenishment of Petty Cash. On a roll call vote, motion carried 7 ayes.
- C. A motion was made by Commissioner Ezzio A. Bustamante and seconded by Commissioner Matthew D. Rinaldo to pay the outstanding bills as reported by Executive Director Carla A. Mazza. On a roll call vote, motion carried 7 ayes.

### **D. Resolution #3-2020 Parking Authority Executive Officers for 2020.**

Resolution to retain existing officers, as is, for the remainder of 2020: Chairman Felix Martinez , Vice-Chairman Gisela Bernal – Castro and Commissioner Maritza A.Maseda to serve as Secretary/Treasurer.

A motion was made by Commissioner Ezzio A. Bustamante and seconded by Commissioner Kelly Taylor. On a roll call vote, motion carried 7 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 Ezzio A. Bustamante. On a roll call vote, motion carried 7 ayes.

### **IV. Old Business**

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

**APPROVED: March 11, 2020**

Felix Martinez  
Chairman

Carla A. Mazza  
Executive Director

**ELIZABETH PARKING AUTHORITY**  
**BUDGET TO ACTUAL FINANCIAL REPORT**  
**FOR THE TWO MONTH PERIOD ENDED 2/29/20**

<b>REVENUES</b>	<b>Y-T-D ACTUAL</b>	<b>Y-T-D BUDGET</b>	<b>VARIANCE</b>	<b>ANNUAL BUDGET</b>
PARKING FEES	\$ 620,335	\$ 669,000	\$ (48,665)	\$ 4,014,000
VIOLATIONS	43,450	50,000	(6,550)	300,000
RENTAL REVENUE	69,219	65,011	4,208	390,064
MISCELLANEOUS REVENUE	310	1,500	(1,190)	9,000
INTEREST INCOME	3,258	3,333	(75)	20,000
<b>TOTAL REVENUE</b>	<b>\$ 736,572</b>	<b>\$ 788,844</b>	<b>\$ (52,272)</b>	<b>\$ 4,733,064</b>
<b>EXPENSES</b>				
SALARIES & EMPLOYEE BENEFITS	\$ 373,448	\$ 384,121	\$ 10,673	\$ 2,304,727
INSURANCE	44,592	45,833	1,241	275,000
OFFICE EXPENSES	32,083	18,333	(13,750)	110,000
OUTSIDE SERVICES	23,742	27,667	3,925	166,000
ADMINISTRATIVE EXPENSES	10,803	12,000	1,197	72,000
OPERATING EXPENSES	164,029	175,467	11,438	1,052,800
INTEREST/PRINCIPAL ON DEBT	105,193	105,193	-	631,158
<b>TOTAL EXPENSES</b>	<b>\$ 753,890</b>	<b>\$ 768,614</b>	<b>\$ 14,724</b>	<b>\$ 4,611,685</b>
<b>PROJECTED INCREASE TO RESERVE</b>	<b>\$ (17,318)</b>	<b>\$ 20,230</b>	<b>\$ (37,548)</b>	<b>\$ 121,379</b>