

## Agenda for the Regular Meeting of **June 10, 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 **May 13, 2020** meeting.

### II. Reports

- A. Financial Reports
- B. Motion to approve replenishment of petty cash in the amount of \$ 156.17 for the period of April 1, 2020 through May 31, 2020.
- C. Motion for payment of outstanding bills listed in this report from the Executive Director in the amount of \$67,962.78 for **June 10, 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 May 13, 2020 (via teleconference call )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: (via teleconference call)**

#### **Present:**

Chairman Felix Martinez  
Vice - Chairman Gisela Bernal – Castro  
Commissioner Ana Hernandez  
Commissioner Kelly Taylor  
Commissioner Maritza A. Maseda  
Commissioner Matthew D. Rinaldo  
Commissioner Ezzio A. Bustamante

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 Vice-Chairman Gisela Bernal – Castro and seconded by Chairman Felix Martinez to approve and/or correct minutes of the March 11, 2020 meeting. On a roll call vote, motion carried 4 ayes. Commissioners Maseda, Rinaldo and Bustamante respectively abstained.
  
- B. A motion was made by Commissioner Maritza A. Maseda and seconded by Vice-Chairman Gisela Bernal – Castro to approve the replenishment of Petty Cash. On a roll call vote, motion carried 7 ayes.
  
- C. A motion was made by Commissioner Matthew D. Rinaldo and seconded by Commissioner Ezzio A. Bustamante to pay the outstanding bills as reported by Executive Director Carla A. Mazza. 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 Matthew D. Rinaldo and seconded by Commissioner Kelly Taylor. 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 Matthew D. Rinaldo to adjourn the meeting at 7:15 P.M. On a roll call vote, motion carried 7 ayes.

**APPROVED: June 10, 2020**

Felix Martinez  
Chairman

Carla A. Mazza  
Executive Director

**ELIZABETH PARKING AUTHORITY**  
**BUDGET TO ACTUAL FINANCIAL REPORT**  
**FOR THE FIVE MONTH PERIOD ENDED 5/31/20**

<b>REVENUES</b>	<b>Y-T-D ACTUAL</b>	<b>Y-T-D BUDGET</b>	<b>VARIANCE</b>	<b>ANNUAL BUDGET</b>
PARKING FEES	\$ 1,091,297	1,672,500	\$ (581,203)	\$ 4,014,000
VIOLATIONS	62,855	125,000	(62,145)	300,000
RENTAL REVENUE	164,310	162,526.67	1,783	390,064
MISCELLANEOUS REVENUE	9,922	3,750	6,172	9,000
INTEREST INCOME	7,268	8,333	(1,065)	20,000
<b>TOTAL REVENUE</b>	<b>\$ 1,335,652</b>	<b>\$ 1,972,110</b>	<b>\$ (636,458)</b>	<b>\$ 4,733,064</b>
<b>EXPENSES</b>				
SALARIES & EMPLOYEE BENEFITS	\$ 928,724	\$ 960,302.92	\$ 31,579	\$ 2,304,727
INSURANCE	111,481	114,583	3,102	275,000
OFFICE EXPENSES	53,328	45,833	(7,495)	110,000
OUTSIDE SERVICES	49,750	69,166.67	19,417	166,000
ADMINISTRATIVE EXPENSES	28,616	30,000.00	1,384	72,000
OPERATING EXPENSES	374,709	438,666.67	63,958	1,052,800
INTEREST/PRINCIPAL ON DEBT	262,983	262,982.50	-	631,158
<b>TOTAL EXPENSES</b>	<b>\$ 1,809,591</b>	<b>\$ 1,921,535</b>	<b>\$ 111,945</b>	<b>\$ 4,611,685</b>
<b>PROJECTED INCREASE TO RESERVE</b>	<b>\$ (473,939)</b>	<b>\$ 50,575</b>	<b>\$ (524,513)</b>	<b>\$ 121,379</b>