

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 12, 2021 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 10, 2020.

I. Roll Call:

Present:

Chairman Felix Martinez (via teleconference call)
Commissioner Maritza A. Maseda (via teleconference call)
Commissioner Ezzio A. Bustamante (via teleconference call)
Commissioner Kelly Taylor (via teleconference call)
Commissioner Ana Hernandez (via teleconference call)
Commissioner Matthew D. Rinaldo

Attendance Roll Call — 6 Present

Also, Counsel John B. Moriarty
Executive Director Carla A. Mazza
Operations Manager Carlos J. Alma

Absent: 1

Vice - Chairman Gisela Bernal – Castro

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 Maritza A. Maseda to approve and/or correct minutes of the April 14, 2021 meeting. Commissioner Kelly Taylor and Commissioner Ana Hernandez respectfully abstained. On a roll call vote, motion carried 4 ayes.
- B. A motion was made by Commissioner Matthew D. Rinaldo and seconded by Commissioner Ezzio A. Bustamante to approve the replenishment of Petty Cash. On a roll call vote, motion carried 6 ayes.
- C. A motion was made by Commissioner Matthew D. Rinaldo and seconded by Commissioner Maritza A. Maseda to pay the outstanding bills as reported by Executive Director Carla A. Mazza. On a roll call vote, motion carried 6 ayes.

D. Resolution # 7-2021 AWARD OF PROFESSIONAL CONTRACT

Professional Services 2021 for an additional 2 months

WHEREAS, the Parking Authority of the City of Elizabeth has determined a need for professional services, and;

WHEREAS, the Parking Authority of the City of Elizabeth advertised the contracts for Professional Services pursuant to New Jersey Law (P.L. 2004 c. 19 N.J.S.A. 19:44:20.4 et. seq.) by a "Fair and Open" process, and;

WHEREAS, the Parking Authority of the City of Elizabeth awarded to Joseph Jingoli and Son, Inc., Lawrenceville, NJ, and;

WHEREAS, the Parking Authority of the City of Elizabeth requires additional services for a full-time on-site construction manager, and

WHEREAS, the construction project was extended two months due to delays, and

WHEREAS, the Parking Authority of the City of Elizabeth requires the services of the full-time on-site construction manager for the additional two (2) months, and

NOW, THEREFORE BE IT RESOLVED by the Commissioners of the Parking Authority of the City of Elizabeth to extend the professional contract for an additional two (2) months to Joseph Jingoli and Son, Inc., for an additional \$24,000.00 and authorizes the Executive Director to execute any and all necessary agreements and or contracts.

A motion was made by Commissioner Matthew D. Rinaldo and seconded by Commissioner Kelly Taylor. On a roll call vote, motion carried 6 ayes.

E. Resolution # 8-2021 Resolution Authorizing Easement between PARKING AUTHORITY OF THE CITY OF ELIZABETH, and PUBLIC SERVICE ELECTRIC AND GAS COMPANY, for underground utility work related to neighboring substation. (Contract/Agreement forthcoming)

A motion was made by Chairman Felix Martinez and seconded by Commissioner Maritza A. Maseda. 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 Maritza A. Maseda and seconded by Chairman Felix Martinez. 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 Maritza A. Maseda to adjourn the meeting at 7:25 P.M. On a roll call vote, motion carried 6 ayes.

APPROVED: June 9, 2021

Felix Martinez
Chairman

Carla A. Mazza
Executive Director

ELIZABETH PARKING AUTHORITY
BUDGET TO ACTUAL FINANCIAL REPORT
FOR THE FIVE MONTH PERIOD ENDED 5/31/21

REVENUES	Y-T-D ACTUAL	Y-T-D BUDGET	VARIANCE	ANNUAL BUDGET
PARKING FEES	\$ 1,109,887	\$ 1,427,500	\$ (317,613)	\$ 3,426,000
VIOLATIONS	72,475	114,583	(42,108)	275,000
RENTAL REVENUE	190,787	197,887	(7,100)	474,928
MISCELLANEOUS REVENUE	39,896	3,750	36,146	9,000
INTEREST INCOME	2,311	2,500	(189)	6,000
TOTAL REVENUE	\$ 1,415,356	\$ 1,746,220	\$ (330,864)	\$ 4,190,928
EXPENSES				
SALARIES & EMPLOYEE BENEFITS	\$ 811,183	\$ 855,280	\$ 44,097	\$ 2,052,672
INSURANCE	115,056	114,583	(473)	275,000
OFFICE EXPENSES	38,634	45,833	7,199	110,000
OUTSIDE SERVICES	38,763	67,917	29,154	163,000
ADMINISTRATIVE EXPENSES	26,813	32,500	5,687	78,000
OPERATING EXPENSES	271,830	306,612	34,782	735,868
INTEREST/PRINCIPAL ON DEBT	320,560	320,560	-	769,344
TOTAL EXPENSES	\$ 1,622,839	\$ 1,743,285	\$ 120,446	\$ 4,183,884
PROJECTED INCREASE TO RESERVE	\$ (207,483)	\$ 2,935	\$ (210,418)	\$ 7,044