

## **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 9, 2022 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 9, 2021.**

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

Present:

Chairman Felix Martinez

Vice - Chairman Gisela Bernal – Castro (via teleconference call)

Commissioner Matthew D. Rinaldo (via teleconference call)

Commissioner Ezzio A. Bustamante

Commissioner Alejandra Gallardo

Commissioner Kelly Taylor (via teleconference call)

Attendance Roll Call —6 Present

Also, Counsel John B. Moriarty

Executive Director Carla A. Mazza

Operations Manager Carlos J. Alma

Absent: 1

Commissioner Maritza A. Maseda

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 Commissioner Matthew D. Rinaldo and seconded by Vice - Chairman Gisela Bernal – Castro to approve and/or correct minutes of the January 12, 2022 meeting. On a roll call vote, motion carried 5 ayes. Commissioner Alejandra Gallardo respectfully abstained.
- B. A motion was made by Chairman Felix Martinez 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 Kelly Taylor to pay the outstanding bills as reported by Executive Director Carla A. Mazza. On a roll call vote, motion carried 6 ayes.

D. **Resolution # 6-2022** Resolution to Adopt the 2022 Budget

(see attached resolution)

A motion was made by Chairman Felix Martinez and seconded by Commissioner Ezzio A. Bustamante. 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 Vice - Chairman Gisela Bernal – Castro and seconded by Commissioner Matthew D. Rinaldo. On a roll call vote, motion carried 6 ayes.

### **IV. Old Business**

**V. New Business** — There being no further business Chairman Felix Martinez made a motion, seconded by Commissioner Ezzio A. Bustamante to adjourn the meeting at 7:35 P.M. On a roll call vote, motion carried 6 ayes.

**APPROVED: March 9, 2022**

Felix Martinez  
Chairman

Carla A. Mazza  
Executive Director

**ELIZABETH PARKING AUTHORITY**  
**BUDGET TO ACTUAL FINANCIAL REPORT**  
**FOR THE TWO MONTH PERIOD ENDED 2/28/22**

<b>REVENUES</b>	<b>Y-T-D ACTUAL</b>	<b>Y-T-D BUDGET</b>	<b>VARIANCE</b>	<b>ANNUAL BUDGET</b>
PARKING FEES	\$ 600,562	\$ 752,033	\$ (151,471)	\$ 4,512,200
VIOLATIONS	40,000	40,000	-	240,000
RENTAL REVENUE	92,327	92,871	(544)	557,224
MISCELLANEOUS REVENUE	11,634	4,167	7,467	25,000
INTEREST INCOME	484	2,000	(1,516)	12,000
<b>TOTAL REVENUE</b>	<b>\$ 745,007</b>	<b>\$ 891,071</b>	<b>\$ (146,064)</b>	<b>\$ 5,346,424</b>
<b>EXPENSES</b>				
SALARIES & EMPLOYEE BENEFITS	\$ 313,844	\$ 352,550	\$ 38,706	\$ 2,115,299
INSURANCE	50,168	48,333	(1,835)	290,000
OFFICE EXPENSES	14,743	18,333	3,590	110,000
OUTSIDE SERVICES	18,685	26,167	7,482	157,000
ADMINISTRATIVE EXPENSES	14,192	13,333	(859)	80,000
OPERATING EXPENSES	130,211	110,333	(19,878)	662,000
INTEREST/PRINCIPAL ON DEBT	312,170	312,170	-	1,873,023
<b>TOTAL EXPENSES</b>	<b>\$ 854,013</b>	<b>\$ 881,219</b>	<b>\$ 27,207</b>	<b>\$ 5,287,322</b>
<b>PROJECTED INCREASE TO RESERVE</b>	<b>\$ (109,006)</b>	<b>\$ 9,851</b>	<b>\$ (118,857)</b>	<b>\$ 59,102</b>