

## **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 March 8, 2023 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 15, 2022.**

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

Present:

Chairman Felix Martinez

Vice - Chairman Gisela Bernal – Castro

Commissioner Kelly Taylor

Commissioner Ezzio A. Bustamante-Varea

Commissioner Alejandra Gallardo

Commissioner Maritza A. Maseda (via teleconference call)

Attendance Roll Call —6 Present

Also, Counsel John B. Moriarty

Executive Director Carla A. Mazza (via teleconference call)

Operations Manager Carlos J. Alma

Absent: 1

Commissioner Matthew D. Rinaldo

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 Vice - Chairman Gisela Bernal – Castro to approve and/or correct minutes of the February 8, 2023 meeting. On a roll call vote, motion carried 6 ayes.
- B. A motion was made by Vice - Chairman Gisela Bernal – Castro and seconded by Commissioner Ezzio A. Bustamante-Varea to approve the replenishment of Petty Cash. On a roll call vote, motion carried 6 ayes.
- C. A motion was made by Commissioner Ezzio A. Bustamante-Varea 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.

### **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 Commissioner Kelly Taylor. On a roll call vote, motion carried 6 ayes.

### **IV. Old Business**

**V. New Business** — There being no further business Commissioner Kelly Taylor made a motion, seconded by Vice - Chairman Gisela Bernal – Castro to adjourn the meeting at 7:10 P.M. On a roll call vote, motion carried 6 ayes.

**APPROVED: April 12, 2023**

Felix Martinez  
Chairman

Carla A. Mazza  
Executive Director

**ELIZABETH PARKING AUTHORITY**  
**BUDGET TO ACTUAL FINANCIAL REPORT**  
**FOR THE THREE MONTH PERIOD ENDED 3/31/23**

| <b>REVENUES</b>                      | <b>Y-T-D<br/>ACTUAL</b> | <b>Y-T-D<br/>BUDGET</b> | <b>VARIANCE</b>  | <b>ANNUAL<br/>BUDGET</b> |
|--------------------------------------|-------------------------|-------------------------|------------------|--------------------------|
| PARKING FEES                         | \$ 1,137,361            | \$ 1,107,250            | \$ 30,111        | \$ 4,429,000             |
| VIOLATIONS                           | 56,950                  | 75,000                  | (18,050)         | 300,000                  |
| RENTAL REVENUE                       | 144,186                 | 139,306                 | 4,880            | 557,224                  |
| MISCELLANEOUS REVENUE                | 26,991                  | 6,250                   | 20,741           | 25,000                   |
| INTEREST INCOME                      | 16,039                  | 3,000                   | 13,039           | 12,000                   |
| <b>TOTAL REVENUE</b>                 | <b>\$ 1,381,527</b>     | <b>\$ 1,330,806</b>     | <b>\$ 50,721</b> | <b>\$ 5,323,224</b>      |
| <b>EXPENSES</b>                      |                         |                         |                  |                          |
| SALARIES & EMPLOYEE BENEFITS         | \$ 597,834              | \$ 576,068              | \$ (21,766)      | \$ 2,304,273             |
| INSURANCE                            | 76,553                  | 78,750                  | 2,197            | 315,000                  |
| OFFICE EXPENSES                      | 37,444                  | 28,750                  | (8,694)          | 115,000                  |
| OUTSIDE SERVICES                     | 34,736                  | 35,350                  | 614              | 141,400                  |
| ADMINISTRATIVE EXPENSES              | 20,433                  | 20,500                  | 67               | 82,000                   |
| OPERATING EXPENSES                   | 173,555                 | 212,500                 | 38,945           | 850,000                  |
| INTEREST/PRINCIPAL ON DEBT           | 484,026                 | 484,026                 | -                | 1,936,104                |
| <b>TOTAL EXPENSES</b>                | <b>\$ 1,424,581</b>     | <b>\$ 1,435,944</b>     | <b>\$ 11,363</b> | <b>\$ 5,743,777</b>      |
| <b>PROJECTED INCREASE TO RESERVE</b> | <b>\$ (43,054)</b>      | <b>\$ (105,138)</b>     | <b>\$ 62,084</b> | <b>\$ (420,553)</b>      |