

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 June 11, 2025 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 Gisela Bernal – Castro 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, 2024.

I. Roll Call:

Present:

Chairman Gisela Bernal – Castro
Vice - Chairman Ezzio A. Bustamante Varea (via teleconference call)
Commissioner John F. Bernal
Commissioner George Hernandez
Commissioner Matthew D. Rinaldo

Attendance Roll Call —5 Present

Absent: 2

Commissioner Maritza A. Maseda
Commissioner Kelly Taylor

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

In compliance with the terms of the Open Public Meeting Law, Chairman Gisela Bernal-Castro opened the floor to the members of the public. With no one present to speak, Chairman Gisela Bernal – Castro closed that portion of the meeting.

II. Motions:

- A. A motion was made by Commissioner Matthew D. Rinaldo and seconded by Chairman Gisela Bernal – Castro to approve and/or correct minutes of the May 14, 2025 meeting. On a roll call vote, motion carried 5 ayes.
- B. A motion was made by Chairman Gisela Bernal – Castro and seconded by Commissioner Matthew D. Rinaldo to approve the replenishment of Petty Cash. On a roll call vote, motion carried 5 ayes.
- C. A motion was made by Commissioner John F. Bernal and seconded by Vice - Chairman Ezzio A. Bustamante Varea to pay the outstanding bills as reported by Executive Director Carla A. Mazza. On a roll call vote, motion carried 5 ayes.

III. Reports:

A. Executive Director Carla A. Mazza

Financial Reports

Resolution to Accept *Financial Reports*. A motion was made by Commissioner George Hernandez and seconded by Commissioner John F. Bernal. On a roll call vote, motion carried 5 ayes.

IV. Old Business

V. **New Business** — There being no further business Commissioner George Hernandez made a motion, seconded by Commissioner Matthew D. Rinaldo to adjourn the meeting at 7:25 P.M. On a roll call vote, motion carried 5 ayes.

APPROVED: August 13, 2025

Gisela Bernal-Castro
Chairman

Carla A. Mazza
Executive Director

ELIZABETH PARKING AUTHORITY
BUDGET TO ACTUAL FINANCIAL REPORT
FOR THE SIX MONTH PERIOD ENDED 6/30/25

REVENUES	Y-T-D ACTUAL	Y-T-D BUDGET	VARIANCE	ANNUAL BUDGET
PARKING FEES	\$ 2,603,148	\$ 2,715,000	\$ (111,852)	\$ 5,430,000
VIOLATIONS	205,660	150,000	55,660	300,000
RENTAL REVENUE	318,435	305,888	12,547	611,776
MISCELLANEOUS REVENUE	9,778	12,500	(2,722)	25,000
INTEREST INCOME	58,379	62,500	(4,121)	125,000
TOTAL REVENUE	\$ 3,195,400	\$ 3,245,888	\$ (50,488)	\$ 6,491,776
EXPENSES				
SALARIES & EMPLOYEE BENEFITS	\$ 1,343,205	\$ 1,278,100	\$ (65,105)	\$ 2,556,200
INSURANCE	204,877	170,000	(34,877)	340,000
OFFICE EXPENSES	106,058	87,500	(18,558)	175,000
OUTSIDE SERVICES	121,070	84,300	(36,770)	168,600
ADMINISTRATIVE EXPENSES	43,484	47,750	4,266	95,500
OPERATING EXPENSES	607,438	633,000	25,562	1,266,000
INTEREST/PRINCIPAL ON DEBT	908,377	908,377	-	1,816,754
TOTAL EXPENSES	\$ 3,334,509	\$ 3,209,027	\$ (125,482)	\$ 6,418,054
PROJECTED INCREASE TO RESERVE	\$ (139,109)	\$ 36,861	\$ (175,970)	\$ 73,722

ELIZABETH PARKING AUTHORITY
BUDGET TO ACTUAL FINANCIAL REPORT
FOR THE SEVEN MONTH PERIOD ENDED 7/31/25

REVENUES	Y-T-D ACTUAL	Y-T-D BUDGET	VARIANCE	ANNUAL BUDGET
PARKING FEES	\$ 3,054,304	3,167,500	\$ (113,196)	\$ 5,430,000
VIOLATIONS	219,415	175,000	44,415	300,000
RENTAL REVENUE	370,410	356,869	13,541	611,776
MISCELLANEOUS REVENUE	10,162	14,583	(4,421)	25,000
INTEREST INCOME	68,525	72,917	(4,392)	125,000
TOTAL REVENUE	\$ 3,722,816	\$ 3,786,869	\$ (64,053)	\$ 6,491,776
EXPENSES				
SALARIES & EMPLOYEE BENEFITS	\$ 1,556,014	\$ 1,491,117	\$ (64,897)	\$ 2,556,200
INSURANCE	239,024	198,333	(40,691)	340,000
OFFICE EXPENSES	120,216	102,083	(18,133)	175,000
OUTSIDE SERVICES	132,621	98,350	(34,271)	168,600
ADMINISTRATIVE EXPENSES	52,574	55,708	3,134	95,500
OPERATING EXPENSES	707,221	738,500	31,279	1,266,000
INTEREST/PRINCIPAL ON DEBT	1,059,773	1,059,773	-	1,816,754
TOTAL EXPENSES	\$ 3,867,443	\$ 3,743,865	\$ (123,578)	\$ 6,418,054
PROJECTED INCREASE TO RESERVE	\$ (144,628)	\$ 43,005	\$ (187,632)	\$ 73,722