

~~ADOPTED COPY~~

~~APPROVED COPY~~

2017

EAST ORANGE PARKING
AUTHORITY

Authority Budget

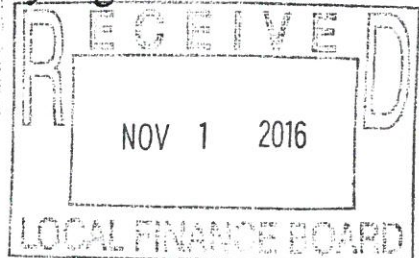
www.EastOrangeParkingAuthority.org

Department Of



Community
Affairs

Division of Local Government Services



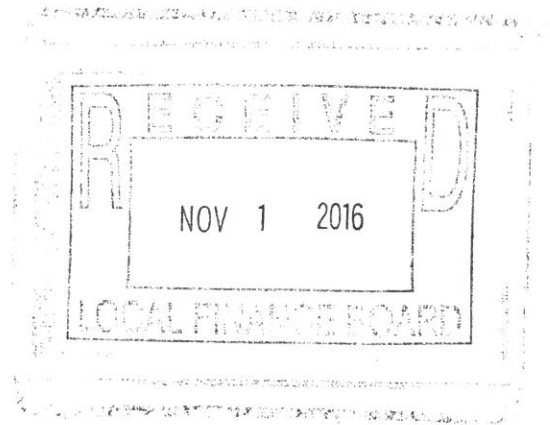
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2017 AUTHORITY BUDGET

Certification Section



2017

East Orange Parking Authority

AUTHORITY BUDGET

FISCAL YEAR: FROM JANUARY 1 2017 TO DECEMBER 31 2017

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

It is hereby certified that the approved Budget made a part hereof complies with the requirements of law and the rules and regulations of the Local Finance Board, and approval is given pursuant to N.J.S.A. 40A:5A-11.

*State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services*

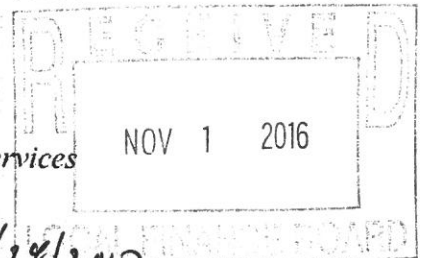
By: Paul D. Cwert CPA, RMA Date: 6/13/2017

CERTIFICATION OF ADOPTED BUDGET

It is hereby certified that the adopted Budget made a part hereof has been compared with the approved Budget previously certified by the Division, and any amendments made thereto. This adopted Budget is certified with respect to such amendments and comparisons only.

*State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services*

By: Paul D. Cwert CPA, RMA Date: 6/28/2017



2017 PREPARER'S CERTIFICATION

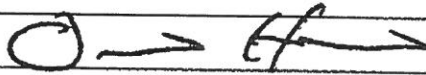
EAST ORANGE PARKING AUTHORITY

AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN 1, 2017 TO: DEC 31, 2017

It is hereby certified that the Authority Budget, including both the Annual Budget and the Capital Budget/Program annexed hereto, represents the members of the governing body's resolve with respect to statute in that: all estimates of revenue are reasonable, accurate and correctly stated; all items of appropriation are properly set forth; and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Authority.

It is further certified that all proposed budgeted amounts and totals are correct. Also, I hereby provide reasonable assurance that all assertions contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:			
Name:	DANIEL R HOLLAND		
Title:	CPA		
Address:	411 POMPTON AVE CEDAR GROVE, NJ 07009		
Phone Number:	973-857-0666	Fax Number:	973-857-7135
E-mail address	DANHOLLAND@HOLLANDCPA.COM		

2017 APPROVAL CERTIFICATION

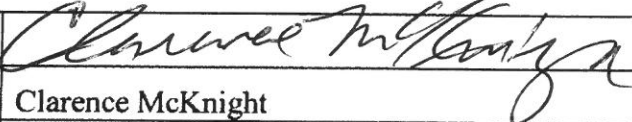
EAST ORANGE PARKING AUTHORITY

AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN 1, 2017 TO: DEC 31, 2017

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the East Orange Parking Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 19th day of October, 2016

It is further certified that the recorded vote appearing in the resolution represents not less than a majority of the full membership of the governing body thereof.

Officer's Signature:			
Name:	Clarence McKnight		
Title:	Chairman		
Address:	60 Evergreen Place, Suite 503 East Orange, NJ 07018		
Phone Number:	973-672-1116	Fax Number:	973-672-7475
E-mail address	EastOrangePacAuth@verizon.net		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.EastOrangeParkingAuthority.org

All authorities shall maintain either an Internet website or a webpage on the municipality's or county's Internet website. The purpose of the website or webpage shall be to provide increased public access to the authority's operations and activities. N.J.S.A. 40A:5A-17.1 requires the following items to be included on the Authority's website at a minimum for public disclosure. Check the boxes below to certify the Authority's compliance with N.J.S.A. 40A:5A-17.1.

- A description of the Authority's mission and responsibilities
- Commencing with 2013, the budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- Commencing with 2012, the annual audits of the most recent fiscal year and immediately two prior years
- The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- Beginning January 1, 2013, the approved minutes of each meeting of the Authority including all resolutions of the board and their committees; for at least three consecutive fiscal years
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

It is hereby certified by the below authorized representative of the Authority that the Authority's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:5A-17.1 as listed above. A check in each of the above boxes signifies compliance.

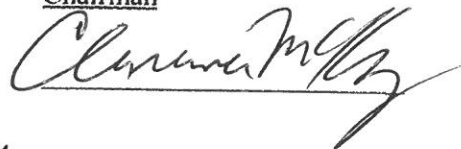
Name of Officer Certifying compliance

Clarence McKnight

Title of Officer Certifying compliance

Chairman

Signature



2017 AUTHORITY BUDGET RESOLUTION East Orange Parking Authority

FISCAL YEAR: FROM: JAN 1, 2017 TO: DEC 31, 2017

WHEREAS, the Annual Budget and Capital Budget for the East Orange Parking Authority for the fiscal year beginning, Jan 1, 2017 and ending, Dec 31, 2017 has been presented before the governing body of the East Orange Parking Authority at its open public meeting of October 19, 2016; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 504,685, Total Appropriations, including any Accumulated Deficit if any, of \$ 374,300 and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$0.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the East Orange Parking Authority, at an open public meeting held on October 19, 2016, that the Annual Budget, including all related schedules, and the Capital Budget/Program of the East Orange Parking Authority for the fiscal year beginning, Jan 1, 2017 and ending, Dec 31, 2017 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the East Orange Parking Authority will consider the Annual Budget and Capital Budget/Program for adoption on February 15, 2017

Clarence McKnight
(Secretary's Signature)
CHAIRMAN'S

10/19/2016
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Clarence McKnight	✓			
Taahira Muhammad-Dozier	✓			✓
Michael Harris	✓			
Jerome Omar Robinson	✓			
Kandi Ceballos	✓			
Dana Owens				✓

2017 ADOPTION CERTIFICATION
EAST ORANGE PARKING AUTHORITY

AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN 1, 2017 TO: DEC 31, 2017

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the East Orange Parking Authority, pursuant to N.J.A.C. 5:31-2.3, on the 21 day of, JUNE, 2017.

Officer's Signature:	<i>Clarence McKnight</i>		
Name:	Clarence McKnight		
Title:	Chairman		
Address:	60 Evergreen Place, Suite 503 East Orange, NJ 07018		
Phone Number:	973-672-1116	Fax Number:	973-672-7475
E-mail address	eastorangepacauth@verizon.net		

2017 ADOPTED BUDGET RESOLUTION

EAST ORANGE PARKING

AUTHORITY

FISCAL YEAR: FROM: JAN 1, 2017 TO: DEC 31, 2017

WHEREAS, the Annual Budget and Capital Budget/Program for the East Orange Parking Authority for the fiscal year beginning January 01, 2017 and ending, Dec 31, 2017 has been presented for adoption before the governing body of the East Orange Parking Authority at its open public meeting of June 21, 2017 and

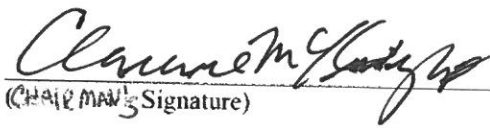
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 504,685, Total Appropriations, including any Accumulated Deficit, if any, of \$374,300 and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$0.00 and Total Unrestricted Net Position planned to be utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of East Orange Parking Authority, at an open public meeting held on June 21, 2017 that the Annual Budget and Capital Budget/Program of the East Orange Parking Authority for the fiscal year beginning, Jan 1, 2017 and, ending, Dec 31, 2017 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.


(CHAIRMAN'S Signature)

6/21/2017
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Clarence McKnight	✓			
Taahira Muhammad-Dozier	✓			
BRIAN LOSURE	✓			
Jerome Omar Robinson	✓			✓
Kandi Ceballos	✓			
Dana Owens	✓			

2017 AUTHORITY BUDGET
Narrative and Information Section

2017 AUTHORITY BUDGET MESSAGE & ANALYSIS EAST ORANGE PARKING AUTHORITY

AUTHORITY BUDGET

Page N-1 attachments

Question 1: The proposed annual budget indicates a much needed increase in revenues. The increased revenues are a result of being awarded ticket share revenue from the City of East Orange. The proposed budget includes additional expenses (specifically to Payroll and consulting) which the Authority has not had in previous years. The additional expense listed under operation 2 titled "Tickets Share Revenue" details the proposed expenses the authority will incur if it takes on the responsibility of writing more tickets and collecting more permits. These expenses were inserted to specifically show the city of East Orange that it is imperative for the Authority to receive ticket share revenue and additional permit income if it expects to survive. After reviewing the proposed expenses it is the recommendation of the board to receive no less than \$10 per ticket written as part of the ticket share from the City of East Orange.

Question 2: The proposed annual budget will have a significant positive impact on the Authority assuming that it receives ticket-share revenue from the city of East Orange. We feel that receiving ticket-share revenue from the City of East Orange will also be positive to the Authority because it will create additional jobs for the City of East Orange as more PEO's will be hired to do the overnight tickets and permits. Additionally it is our recommendation to increase PEO salaries and Admin salaries. The additional wages will have a positive impact on all employees. Furthermore the additional revenue will increase the overall cash reserve and savings of the Authority. The increase will add stability to the Authority and the additional savings will increase the Interest Income received.

Question 3: The state of the local economy has been unchanged for many years. The economical strength of the city remains low. No major shifts (positively or negatively) are expected for the region during the budget period.

Question 6: The proposed budget does not reflect an anticipated deficit from 2016 operations. No deficit reduction plan is required at this time.

Question 7: Overnight Lot Permit parking \$55 month (no fees)
Overnight Street Permit Parking (no fees)
1st car is \$150/yr, 2nd car \$100/yr, 3+ \$75 each/yr
On street parking meters consist of 261 spaces ranging from \$.50/hr - \$1.00/hr

Page N-3 Attachments

Question 11: The Authority provides sandwiches at the monthly board meeting for the board members from Sandwiches Unlimited. A list of the amount spent year-to-date is attached.

AUTHORITY CONTACT INFORMATION

2017

Please complete the following information regarding this Authority. All information requested below must be completed.

Name of Authority:	EAST ORANGE PARKING AUTHORITY		
Federal ID Number:	22-1925528		
Address:	60 Evergreen Place Suite 503		
City, State, Zip:	East Orange	NJ	07018
Phone: (ext.)	973-672-1116	Fax:	973-672-7475

Preparer's Name:	Daniel R Holland		
Preparer's Address:	411 Pompton Ave		
City, State, Zip:	Cedar Grove	NJ	07009
Phone: (ext.)	973-857-0666	Fax:	973-857-7135
E-mail:	danholland@hollandcpa.com		

Chief Executive Officer:	n/a		
Phone: (ext.)		Fax:	
E-mail:			

Chief Financial Officer:	n/a		
Phone: (ext.)		Fax:	
E-mail:			

Name of Auditor:	Richard Holland, CPA		
Name of Firm:	Holland & Company, CPA		
Address:	411 Pompton Ave		
City, State, Zip:	Cedar Grove	NJ	07009
Phone: (ext.)	973-857-0666	Fax:	973-857-7135
E-mail:	hollandpm@hollandcpa.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

EAST ORANGE PARKING AUTHORITY

FISCAL YEAR: FROM: JAN 1, 2017 TO: DEC 31, 2017

Answer all questions below completely and attach additional information as required.

- 1) Provide the number of individuals employed in calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 6
- 2) Provide the amount of total salaries and wages for calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 80,077.30
- 3) Provide the number of regular voting members of the governing body: 6
- 4) Provide the number of alternate voting members of the governing body: 0
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? NO If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at http://fds.state.nj.us/njdca_prod/fdssearch.aspx before answering) YES If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? NO If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee? NO
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? NO
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NOIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. NO If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authority's procedures for all employees.**
- 11) Did the Authority pay for meals or catering during the current fiscal year? YES If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.

- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? NO If "yes," **attach a detailed list of all travel expenses** for the current fiscal year and provide an explanation for each expenditure listed.
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
- a. First class or charter travel NO
 - b. Travel for companions NO
 - c. Tax indemnification and gross-up payments NO
 - d. Discretionary spending account NO
 - e. Housing allowance or residence for personal use NO
 - f. Payments for business use of personal residence NO
 - g. Vehicle/auto allowance or vehicle for personal use NO
 - h. Health or social club dues or initiation fees NO
 - i. Personal services (i.e.: maid, chauffeur, chef) NO
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? N/A If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? NO If "yes," attach explanation including amount paid.
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? NO If "yes," attach explanation including amount paid.
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? N/A If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? NO If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? NO If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.

2017 AUTHORITY BUDGET MESSAGE & ANALYSIS EAST ORANGE PARKING AUTHORITY

AUTHORITY BUDGET

Page N-1 attachments

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Page N-3 Attachments

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EAST ORANGE PARKING AUTHORITY

Vendor Ledgers

For the Period From Jan 1, 2016 to Sep 30, 2016

Filter Criteria includes: 1) IDs from Sandwiches Unlimited to Sandwiches Unlimit

Vendor ID	Date	Trans No	Type	Paid	Amount
Sandwiches Unlimited	Jan		CDJ	x	22.33
Sandwiches Unlimited	Feb		CDJ	x	81.53
Sandwiches Unlimited	Mar		CDJ	x	93.73
Sandwiches Unlimited	Apr		CDJ	x	76.20
Sandwiches Unlimited	May-Jun		CDJ	x	184.36
Sandwiches Unlimited	Aug		CDJ	x	77.60
Report Total					535.75

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS
EAST ORANGE PARKING AUTHORITY**

FISCAL YEAR: FROM: JAN 1 2017 TO: DEC 31 2017

Complete the attached table for all persons required to be listed per #1-4 below.

- 1) List all of the Authority's current commissioners and officers and amount of compensation from the Authority and any other public entities as defined below. Enter zero if no compensation was paid.
- 2) List all of the Authority's key employees and highest compensated employees other than a commissioner or officer as defined below and amount of compensation from the Authority and any other public entities.
- 3) List all of the Authority's former officers, key employees and highest compensated employees who received more than \$100,000 in reportable compensation from the Authority and any other public entities during the most recent fiscal year completed.
- 4) List all of the Authority's former commissioners who received more than \$10,000 in reportable compensation from the Authority and any other public entities during the most recent fiscal year completed.

Commissioner: A member of the governing body of the authority with voting rights. Include alternates for purposes of this schedule.

Officer: A person elected or appointed to manage the authority's daily operations at any time during the year, such as the chairperson, vice-chairperson, secretary, or treasurer. For the purposes of this schedule, treat the authority's top management official and top financial official as officers. A member of the governing body may be both a commissioner and an officer for the purposes of this schedule.

Key employee: An employee or independent contractor of the authority (other than a commissioner or officer) who meets both of the following criteria:

- a) The individual received reportable compensation from the authority and other public entities in excess of \$150,000 for the most recent fiscal year completed; and
- b) The individual has responsibilities or influence over the authority as a whole or has power to control or determine 10% or more of the authority's capital expenditures or operating budget.

Highest compensated employee: One of the five highest compensated employees or independent contractors of the authority other than current commissioners, officers, or key employees whose aggregate reportable compensation from the authority and other public entities is greater than \$100,000 for the most recent fiscal year completed.

Compensation: All forms of cash and non-cash payments or benefits provided in exchange for services, including salaries and wages, bonuses, severance payments, deferred payments, retirement benefits, fringe benefits, and other financial arrangements or transactions such as personal vehicles, meals, housing, personal and family education benefits, below-market loans, payment of personal or family travel, entertainment, and personal use of the Authority's property. Compensation includes payments and other benefits provided to both employees and independent contractors in exchange for services.

Reportable compensation: The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2017, the calendar year 2015 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2016, with 2014 being the most recent calendar year ended), and for fiscal years ending June 30, 2018, the calendar year 2016 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2017, with 2016 being the most recent calendar year ended).

Other Public Entity: Any municipality, county, local authority, fire district, or other government unit, regardless of whether it is related in any way to the Authority either by function or by physical location.

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)

For the period January 1, 2017 to December 31, 2017
 EAST ORANGE PARKING AUTHORITY

Name	Title	Average Hours per Week Dedicated to Position	Position	Reportable Compensation from Authority (W-2/ 1099)		Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) Entities Listed in Column O See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
				Base Salary/ Stipend	Bonus								
1 Clarence McKnight	Commissioner		Commissioner	none	none	none	\$	none					\$
2													0
3													0
4													0
5													0
6													0
7													0
8													0
9													0
10													0
11													0
12													0
13													0
14													0
15													0
Total:													\$

(1) Insert "None" in this column for each individual that does not hold a position with another Public Entity

Schedule of Health Benefits - Detailed Cost Analysis

EAST ORANGE PARKING AUTHORITY

For the Period January 1, 2017 to December 31, 2017

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee Proposed Budget		Total Cost Estimate Proposed Budget		# of Covered Members (Medical & Rx) Current Year		Annual Cost per Employee Current Year		Total Prior year Year Cost (Decrease)		% Increase (Decrease)
	Proposed Budget	Current Year	Proposed Budget	Current Year	Proposed Budget	Current Year	Current Year	Current Year	Current Year	Current Year	Current Year	Current Year	
Active Employees - Health Benefits - Annual Cost													
Single Coverage	0	0	\$	\$	\$	\$	0	0	\$	\$	\$	\$	#DIV/0!
Parent & Child	0	0	-	-	-	-	0	0	-	-	-	-	#DIV/0!
Employee & Spouse (or Partner)	0	0	-	-	-	-	0	0	-	-	-	-	#DIV/0!
Family	0	0	-	-	-	-	0	0	-	-	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - ;													
Subtotal	0	0					0	0					#DIV/0!
Commissioners - Health Benefits - Annual Cost													
Single Coverage	0	0	-	-	-	-	0	0	-	-	-	-	#DIV/0!
Parent & Child	0	0	-	-	-	-	0	0	-	-	-	-	#DIV/0!
Employee & Spouse (or Partner)	0	0	-	-	-	-	0	0	-	-	-	-	#DIV/0!
Family	0	0	-	-	-	-	0	0	-	-	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - ;													
Subtotal	0	0					0	0					#DIV/0!
Retirees - Health Benefits - Annual Cost													
Single Coverage	0	0	-	-	-	-	0	0	-	-	-	-	#DIV/0!
Parent & Child	0	0	-	-	-	-	0	0	-	-	-	-	#DIV/0!
Employee & Spouse (or Partner)	0	0	-	-	-	-	0	0	-	-	-	-	#DIV/0!
Family	0	0	-	-	-	-	0	0	-	-	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - ;													
Subtotal	0	0					0	0					#DIV/0!
GRAND TOTAL			\$	\$	\$	\$	0	0	\$	\$	\$	\$	#DIV/0!

Is medical coverage provided by the SHBP (Yes or No)? (Place Answer in Box) NO Yes or No
 Is prescription drug coverage provided by the SHBP (Yes or No)? (Place Answer in Box) NO Yes or No

Note: Remember to Enter an amount in rows for Employee Cost Sharing

2017 AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

EAST ORANGE PARKING AUTHORITY
 For the Period January 1, 2017 to December 31, 2017

REVENUES	FY 2017 Proposed Budget				FY 2016 Adopted Budget Total All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	METERS & SPACE	PARKING AND REVENUE	SHARE N/A	N/A			
Total Operating Revenues	\$ 202,368	\$ 242,583	\$ 59,685	\$ -	\$ 353,521	\$ 151,115	42.7%
Total Non-Operating Revenues	49	-	-	-	37	12	32.4%
Total Anticipated Revenues	202,417	242,583	59,685	-	353,558	151,127	42.7%
APPROPRIATIONS							
Total Administration	61,000	34,129	72,000	-	142,711	24,418	17.1%
Total Cost of Providing Services	188,421	18,750	-	-	199,637	7,534	3.8%
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-
Total Operating Appropriations	249,421	52,879	72,000	-	342,348	31,952	9.3%
Total Interest Payments on Debt	-	-	-	-	-	-	-
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-
Total Non-Operating Appropriations	-	-	-	-	-	-	-
Accumulated Deficit	-	-	-	-	-	-	-
Total Appropriations and Accumulated Deficit	249,421	52,879	72,000	-	342,348	31,952	9.3%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-
Net Total Appropriations	249,421	52,879	72,000	-	342,348	-	-
ANTICIPATED SURPLUS (DEFICIT)	\$ (47,004)	\$ 189,704	\$ (12,315)	\$ -	\$ 11,210	\$ 119,175	1063.1%

Revenue Schedule

EAST ORANGE PARKING AUTHORITY

For the Period January 1, 2017 to December 31, 2017

FY 2017 Proposed Budget							FY 2016 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
OPERATING REVENUES	PARKING METERS & SPACE RENTAL	STREET PARKING AND PERMITS	TICKET SHARE REVENUE	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations All Operations	
Service Charges										
Residential							\$ -	\$ 52,250	\$ (52,250)	-100.0%
Business/Commercial	119,270						119,270	94,426	24,844	26.3%
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Service Charges	119,270						119,270	146,676	(27,406)	-18.7%
Connection Fees										
Residential							-	-	-	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Connection Fees							-	-	-	#DIV/0!
Parking Fees										
Meters	83,098						83,098	129,711	(46,613)	-35.9%
Permits		242,583					242,583	77,134	165,449	214.5%
Fines/Penalties			59,685				59,685	-	59,685	#DIV/0!
Other							-	-	-	#DIV/0!
Total Parking Fees	83,098	242,583	59,685				385,366	206,845	178,521	86.3%
Other Operating Revenues (List)										
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Total Other Revenue							-	-	-	#DIV/0!
Total Operating Revenues	202,368	242,583	59,685				504,636	353,521	151,115	42.7%
NON-OPERATING REVENUES										
Other Non-Operating Revenues (List)										
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Total Other Non-Operating Revenue							-	-	-	#DIV/0!
Interest on Investments & Deposits (List)										
Interest Earned							-	-	-	#DIV/0!
Penalties	49						49	37	12	32.4%
Other							-	-	-	#DIV/0!
Total Interest	49						49	37	12	32.4%
Total Non-Operating Revenues	49						49	37	12	32.4%
TOTAL ANTICIPATED REVENUES	\$ 202,417	\$ 242,583	\$ 59,685	\$ -	\$ -	\$ -	\$ 504,685	\$ 353,558	\$ 151,127	42.7%

Prior Year Adopted Revenue Schedule

EAST ORANGE PARKING AUTHORITY

FY 2016 Adopted Budget

	PARKING METERS & SPACE RENTAL	STREET PARKING AND PERMITS	TICKET SHARE REVENUE	N/A	N/A	N/A	Total All Operations
OPERATING REVENUES							
<i>Service Charges</i>							
Residential			\$ 52,250				\$ 52,250
Business/Commercial	94,426						94,426
Industrial							-
Intergovernmental							-
Other							-
Total Service Charges	94,426	-	52,250	-	-	-	146,676
<i>Connection Fees</i>							
Residential							-
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	-	-	-	-	-	-	-
<i>Parking Fees</i>							
Meters	76,491		53,220				129,711
Permits		77,134					77,134
Fines/Penalties							-
Other							-
Total Parking Fees	76,491	77,134	53,220	-	-	-	206,845
<i>Other Operating Revenues (List)</i>							
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Total Other Revenue	-	-	-	-	-	-	-
Total Operating Revenues	170,917	77,134	105,470	-	-	-	353,521
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Total Other Non-Operating Revenues	-	-	-	-	-	-	-
<i>Interest on Investments & Deposits</i>							
Interest Earned	37						37
Penalties							-
Other							-
Total Interest	37	-	-	-	-	-	37
Total Non-Operating Revenues	37	-	-	-	-	-	37
TOTAL ANTICIPATED REVENUES	\$ 170,954	\$ 77,134	\$ 105,470	\$ -	\$ -	\$ -	\$ 353,558

Appropriations Schedule

EAST ORANGE PARKING AUTHORITY

For the Period January 1, 2017 to December 31, 2017

FY 2017 Proposed Budget

	FY 2017 Proposed Budget						FY 2016 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	PARKING METERS & SPACE RENTAL	STREET PARKING AND PERMITS	TICKET SHARE REVENUE	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations All Operations
OPERATING APPROPRIATIONS									
<i>Administration - Personnel</i>									
Salary & Wages	\$ 40,000					\$ 40,000	\$ 40,000	\$ -	0.0%
Fringe Benefits						-	-	-	#DIV/0!
Total Administration - Personnel	40,000	-	-	-	-	40,000	40,000	-	0.0%
<i>Administration - Other (List)</i>									
PART-TIME PERMIT CLERK		15,000				15,000	11,700	3,300	28.2%
ADMIN ASSISTANT			24,000			24,000	21,067	2,933	13.9%
MAINTENANCE WORKER	21,000	19,129				40,129	31,477	8,652	27.5%
PART-TIME EXECUTIVE DIRECTOR			48,000			48,000	35,000	13,000	37.1%
Miscellaneous Administration*						-	3,467	(3,467)	-100.0%
Total Administration - Other	21,000	34,129	72,000	-	-	127,129	102,711	24,418	23.8%
Total Administration	61,000	34,129	72,000	-	-	167,129	142,711	24,418	17.1%
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages	18,750	18,750				37,500	57,398	(19,898)	-34.7%
Fringe Benefits	3,605					3,605	-	3,605	#DIV/0!
Total COPS - Personnel	22,355	18,750	-	-	-	41,105	57,398	(16,293)	-28.4%
<i>Cost of Providing Services - Other (List)</i>									
FIELD EXPENSES	38,683					38,683	20,944	17,739	84.7%
OFFICE AND ADMINISTRATION EXPENSE	83,904					83,904	121,295	(37,391)	-30.8%
LEGAL AND PROFESSIONAL EXPENSES	24,000					24,000	-	24,000	#DIV/0!
PAYROLL TAXES AND PROCESSING FEES	19,479					19,479	-	19,479	#DIV/0!
Miscellaneous COPS*						-	-	-	#DIV/0!
Total COPS - Other	166,066	-	-	-	-	166,066	142,239	23,827	16.8%
Total Cost of Providing Services	188,421	18,750	-	-	-	207,171	199,637	7,534	3.8%
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-	-	#DIV/0!
Total Operating Appropriations	249,421	52,879	72,000	-	-	374,300	342,348	31,952	9.3%
NON-OPERATING APPROPRIATIONS									
Total Interest Payments on Debt	-	-	-	-	-	-	-	-	#DIV/0!
Operations & Maintenance Reserve	-	-	-	-	-	-	-	-	#DIV/0!
Renewal & Replacement Reserve	-	-	-	-	-	-	-	-	#DIV/0!
Municipality/County Appropriation	-	-	-	-	-	-	-	-	#DIV/0!
Other Reserves	-	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS	249,421	52,879	72,000	-	-	374,300	342,348	31,952	9.3%
ACCUMULATED DEFICIT	-	-	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	249,421	52,879	72,000	-	-	374,300	342,348	31,952	9.3%
UNRESTRICTED NET POSITION UTILIZED									
Municipality/County Appropriation	-	-	-	-	-	-	-	-	#DIV/0!
Other	-	-	-	-	-	-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 249,421	\$ 52,879	\$ 72,000	\$ -	\$ -	\$ 374,300	\$ 342,348	\$ 31,952	9.3%

* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations \$ 12,471.05 \$ 2,643.95 \$ 3,600.00 \$ - \$ - \$ - \$ 18,715.00

Prior Year Adopted Appropriations Schedule

EAST ORANGE PARKING AUTHORITY

FY 2016 Adopted Budget

	PARKING METERS & SPACE RENTAL	STREET PARKING AND PERMITS	TICKET SHARE REVENUE	N/A	N/A	N/A	Total All Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 40,000						\$ 40,000
Fringe Benefits							-
Total Administration - Personnel	40,000	-	-	-	-	-	40,000
<i>Administration - Other (List)</i>							
Additional Part-Time Permit Clerk		11,700					11,700
ADMIN Assistant	21,067						21,067
Maintenance Worker	21,077	10,400					31,477
Part-Time Executive Director		35,000					35,000
Miscellaneous Administration*	3,467						3,467
Total Administration - Other	45,611	57,100	-	-	-	-	102,711
Total Administration	85,611	57,100	-	-	-	-	142,711
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	13,718	43,680					57,398
Fringe Benefits							-
Total COPS - Personnel	13,718	43,680	-	-	-	-	57,398
<i>Cost of Providing Services - Other (List)</i>							
FIELD EXPENSES	20,944						20,944
OFFICE AND ADMINISTRATIVE EXPENSES	121,295						121,295
Type In Description							-
Type In Description							-
Miscellaneous COPS*							-
Total COPS - Other	142,239	-	-	-	-	-	142,239
Total Cost of Providing Services	155,957	43,680	-	-	-	-	199,637
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-
Total Operating Appropriations	241,568	100,780	-	-	-	-	342,348
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	-	-	-	-	-	-	-
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	-	-	-	-	-	-	-
TOTAL APPROPRIATIONS	241,568	100,780	-	-	-	-	342,348
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	241,568	100,780	-	-	-	-	342,348
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other							-
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 241,568	\$ 100,780	\$ -	\$ -	\$ -	\$ -	\$ 342,348

* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations \$ 12,078.40 \$ 5,039.00 \$ - \$ - \$ - \$ - \$ - \$ 17,117.40

Debt Service Schedule - Principal

EAST ORANGE PARKING AUTHORITY

If Authority has no debt X this box

	Fiscal Year Ending in					Total Principal Outstanding		
	Adopted Budget Year 2016	Proposed Budget Year 2017	2018	2019	2020		2021	2022
PARKING METERS & SPACE RENTAL								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal								\$
STREET PARKING AND PERMITS								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal								
TICKET SHARE REVENUE								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal								
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal								
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal								
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal								
TOTAL PRINCIPAL ALL OPERATIONS								
	\$	\$	\$	\$	\$	\$	\$	\$

Indicate the Authority's most recent bond rating and the year of the rating by ratings service.

Moody's	Fitch	Standard & Poors
Bond Rating		
Year of Last Rating		

2017
EAST ORANGE
PARKING
AUTHORITY

CAPITAL
BUDGET/
PROGRAM

2017 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

EAST ORANGE PARKING AUTHORITY

FISCAL YEAR: FROM: JAN 1, 2017 TO: DEC 31, 2017

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the East Orange Parking Authority, on the _____ day of _____, _____.

OR

It is hereby certified that the governing body of the _____ Authority have elected **NOT** to adopt a Capital Budget /Program for the aforesaid fiscal year, pursuant to N.J.A.C. 5:31-2.2 for the following reason(s): _____

Officer's Signature:			
Name:	Clarence McKnight		
Title:	Chairman		
Address:	60 Evergreen Place, Suite 503 East Orange, NJ 07018		
Phone Number:	973-672-1116	Fax Number:	973-672-7475
E-mail address	eastorangepacauth@verizon.net		

2017 CAPITAL BUDGET/PROGRAM MESSAGE

EAST ORANGE PARKING AUTHORITY

FISCAL YEAR: FROM: JAN 1, 2017 TO: DEC 31, 2017

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program?

N/A

2. Has each capital project/project financing been developed from a specific capital improvement plan or report; does it include full lifecycle costs; and is it consistent with appropriate elements of Master Plans or other plans in the jurisdiction(s) served by the authority?

N/A

3. Has a long-term (10-20 years) infrastructure needs assessment or other capital plan with a horizon beyond six years been prepared?

N/A

4. Describe the projected impact of the proposed capital projects, including impact on the schedule of rates, fees, and service charges and the impact on current and future year's schedules.

N/A

5. Please indicate which capital projects/project financings are being undertaken in the Metropolitan or Suburban Planning Areas as defined in the State Development and Redevelopment Plan.

NONE AT THIS TIME

6. Please indicate which capital projects/project financings are being undertaken within the boundary of a State Planning Commission-designated Center and/or Endorsed Plan and if the project was included in the Plan Implementation Agenda for that Center/Endorsed Plan.

NONE AT THIS TIME

Add additional sheets if necessary.

Proposed Capital Budget

EAST ORANGE PARKING AUTHORITY

For the Period January 1, 2017 to December 31, 2017

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
PARKING METERS & SPACE RENTAL						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
STREET PARKING AND PERMITS						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TICKET SHARE REVENUE						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Enter brief description of up to four projects for each operation above. For operations with more than four budgeted projects, please attach additional schedules. Input total amount of all projects for the operation on single line and enter "See Attached Schedule" instead of project description.

5 Year Capital Improvement Plan

EAST ORANGE PARKING AUTHORITY

For the Period January 1, 2017 to December 31, 2017

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2017	2018	2019	2020	2021	2022
PARKING METERS & SPACE RENTAL							
Type in Description	\$ -	\$ -					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
STREET PARKING AND PERMITS							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
TICKET SHARE REVENUE							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
N/A							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
N/A							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
N/A							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.

5 Year Capital Improvement Plan Funding Sources

EAST ORANGE PARKING AUTHORITY

For the Period January 1, 2017 to December 31, 2017

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorizatio n	Capital Grants Other Sources
PARKING METERS & SPACE RENTAL					
Type in Description	\$ -				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-				
STREET PARKING AND PERMITS					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-				
TICKET SHARE REVENUE					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-				
N/A					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-				
N/A					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-				
N/A					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-				
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ -				
Balance check		- If amount is other than zero, verify that projects listed above match projects listed on CB-4.			

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.

AUTHORITY INFORMATIONAL QUESTIONNAIRE

EAST ORANGE PARKING AUTHORITY

FISCAL YEAR: FROM: JAN 1, 2017 TO: DEC 31, 2017

Answer all questions below completely and attach additional information as required.

- 1) Provide the number of individuals employed in calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 6
- 2) Provide the amount of total salaries and wages for calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 80,077.30
- 3) Provide the number of regular voting members of the governing body: 6
- 4) Provide the number of alternate voting members of the governing body: 0
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? NO If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at http://fds.state.nj.us/njdca_prod/fdssearch.aspx before answering) YES If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? NO If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee? NO
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? NO
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NOIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. NO If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authority's procedures for all employees.**
- 11) Did the Authority pay for meals or catering during the current fiscal year? YES If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.

- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? NO If "yes," ***attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.***
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
- a. First class or charter travel NO
 - b. Travel for companions NO
 - c. Tax indemnification and gross-up payments NO
 - d. Discretionary spending account NO
 - e. Housing allowance or residence for personal use NO
 - f. Payments for business use of personal residence NO
 - g. Vehicle/auto allowance or vehicle for personal use NO
 - h. Health or social club dues or initiation fees NO
 - i. Personal services (i.e.: maid, chauffeur, chef) NO
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? N/A
If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? NO If "yes," *attach explanation including amount paid.*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? NO If "yes," *attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? N/A If "no," *attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.*
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? NO If "yes," *attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? NO If "yes," *attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*