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2/26/18

ADOPTED COPY

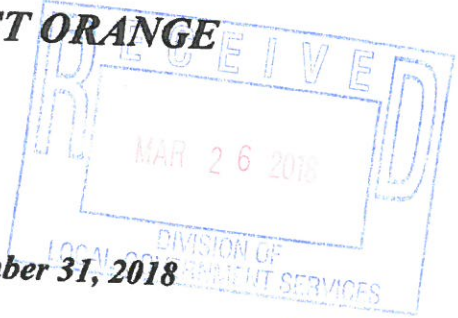
Authority Budget of: ~~APPROVED COPY~~

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

State Filing Year **2018**

For the Period:

January 1, 2018 ***to*** ***December 31, 2018***



www.EastOrangeParkingAuthority.org
Authority Web Address

rec'd
4/2/18



Division of Local Government Services

1501 ALBERT STREET
EAST ORANGE, NJ 07026
908.261.1000

2018 AUTHORITY BUDGET

Certification Section

2018

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORITY BUDGET

FISCAL YEAR: FROM JAN 1, 2018 TO DEC 31, 2018

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: 2/20/2018

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: 3/28/2018

2018 PREPARER'S CERTIFICATION

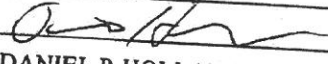
PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: Jan 1, 2018 TO: Dec 31, 2018

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		

2018 APPROVAL CERTIFICATION

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN 1, 2018 TO: DEC 31, 2018

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 Parking Authority of the City of East Orange, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 15 day of November, 2017

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
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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

Title of Officer Certifying compliance

Signature

Tasha Jackson
OPERATIONS MANAGER


2018 AUTHORITY BUDGET RESOLUTION PARKING AUTHORITY OF THE CITY OF EAST ORANGE

FISCAL YEAR: FROM: JAN 1, 2018 TO: DEC 31, 2018

WHEREAS, the Annual Budget and Capital Budget for the Parking Authority of the City of East Orange for the fiscal year beginning, JAN 1 2018 and ending, DEC 31 2018 has been presented before the governing body of the City of East Orange Parking Authority at its open public meeting of Nov 15, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 568,441, Total Appropriations, including any Accumulated Deficit if any, of \$ 566,497 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 Parking Authority of the City of East Orange, at an open public meeting held on Nov 15, 2017 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Parking Authority of the City of East Orange for the fiscal year beginning, Jan 31, 2018 and ending, Dec 31, 2018 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 Parking Authority of the City of East Orange will consider the Annual Budget and Capital Budget/Program for adoption on February 21, 2018.

Clarence McKnight
(Chairman's Signature)
Governing Body Member:

10/19/2017
(Date)

Recorded Vote

- Clarence McKnight
- Taahira Muhammad-Dozier
- Brian Lasure
- Jerome Omar Robinson
- Kandi Ceballos
- Dana Owens

Aye	Nay	Abstain	Absent
✓			
✓			
✓			
✓			
✓			

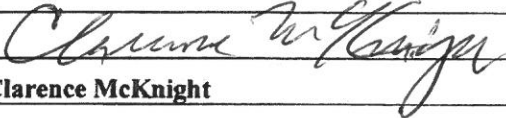
2018 ADOPTION CERTIFICATION

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: Jan 1, 2018 TO: Dec 31, 2018

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 Parking Authority of the City of East Orange, pursuant to N.J.A.C. 5:31-2.3, on the 21 day of, MARCH, 2018.

CHAIRMAN'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		

2018 ADOPTED BUDGET RESOLUTION

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

FISCAL YEAR: FROM: JAN 1, 2018 TO: DEC 31, 2018

WHEREAS, the Annual Budget and Capital Budget/Program for the Parking Authority of the City of East Orange for the fiscal year beginning Jan 1, 2018 and ending, Dec 31, 2018 has been presented for adoption before the governing body of the Parking Authority of the City of East Orange at its open public meeting of 2-21-18 and

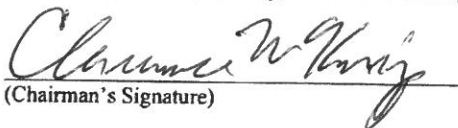
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 568,441, Total Appropriations, including any Accumulated Deficit, if any, of \$566,497 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 the Parking Authority of the City of East Orange, at an open public meeting held on 2-21-18 that the Annual Budget and Capital Budget/Program of the Parking Authority of the City of East Orange for the fiscal year beginning, 1-1-18 and, ending, 12-31-18 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)

3/24/2018
(Date)

Governing Body
Member:

Recorded Vote

Aye Nay Abstain Absent

Clarence McKnight
Taahira Muhammad-Dozier
Brian Lasure
Jerome Omar Robinson
Kandi Ceballos
Dana Owens

2018 AUTHORITY BUDGET
Narrative and Information Section

2018 AUTHORITY BUDGET MESSAGE & ANALYSIS PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORITY BUDGET

Page N-1 attachments

Question 1: The proposed annual budget indicates an increase in revenues as a result of being awarded ticket share revenue from the City of East Orange. Revenues are also anticipated to increase due to the hiring of additional parking enforcement officers (PEO's). The proposed budget includes additional expenses (specifically to Payroll and consulting) which the Authority first incurred in the year 2017. The budget reflects an additional expense for hiring 3 PEO's as well as continuing to hire a part-time executive director. 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 written ticket 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.

It is important to note the following revenue line items which have increased above the 10% threshold:

Meters - The Meter rate was increased from \$0.50 per hour to \$1.00 per hour citywide. The authority has installed new working pay stations at city hall and the library. These replace outdated and non-working pay stations.

Fines & Penalties - The increase is a result of the Authority receiving fine-sharing of \$10 per ticket paid to the Authority by the City of East Orange for every ticket issued and paid.

Interest - Interest is paid by the bank based on the available balance in each checking and savings account. The increase in Interest Income is a direct result of the additional revenue 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 2017 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 at a rate of \$1.00/hr

AUTHORITY CONTACT INFORMATION 2018

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

Name of Authority:	Parking Authority of the City of East Orange		
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 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		
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
PARKING AUTHORITY OF THE CITY OF EAST ORANGE

FISCAL YEAR: FROM: JAN 1, 2018 TO: DEC 31, 2018

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2016 or 2017) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 8
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2016 or 2017) Transmittal of Wage and Tax Statements: \$139,652
- 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 (Most Recent Filing that March 31, 2017 or 2018 deadline has passed 2017 or 2018) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> 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? NO
If 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 Authorities procedures for all employees.**
- 11) Did the Authority pay for meals or catering during the current fiscal year? YES (see attached) 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.

Page N-3 Attachments

Question 10: The Commissioner and the additional board members do not receive compensation for their services to the parking authority. The board of directors reviews and signs off on all employees before they are hired. All salaries are approved by the board of directors before employment begins.

Question 11: The Authority provides sandwiches and snacks at the monthly board meeting for the board members from local deli's and/or supermarkets. A list of the amount spent year-to-date is attached.

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

FISCAL YEAR: FROM: JAN 1, 2018 TO: DEC 31, 2018

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: (Use the Most Recent W-2 available 2017 or 2018. 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, 2018, the most recent W-2 and 1099 should be used 2017 or 2016 (60 days prior to start of budget year is November 1, 2017, with 2016 being the most recent calendar year ended), and for fiscal years ending June 30, 2018, the calendar year 2017 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2017, with 2017 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, 2018 to December 31, 2018
PARKING AUTHORITY OF THE CITY OF EAST ORANGE

Reportable Compensation from Authority (W-2/1099)

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Reportable Compensation from Authority (W-2/1099)		Estimated amount of other compensation from 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) 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	Chairman							None	None	None	0	None	0	0	0	0	0
2 Jerome Omar Robinson	Commissioner		X					None	None	None	0	None	0	0	0	0	0
3 Kandi Ceballos	Secretary			X				None	None	None	0	None	0	0	0	0	0
4 Dana Owens	Commissioner		X					None	None	None	0	None	0	0	0	0	0
5 Brian Lasure	Treasurer			X				None	None	None	0	None	0	0	0	0	0
6 Taahira Muhammad-Dozi	Vice Chair			X				None	None	None	0	None	0	0	0	0	0
7								None	None	None	0	None	0	0	0	0	0
8								0	0	0	0	0	0	0	0	0	0
9								0	0	0	0	0	0	0	0	0	0
10								0	0	0	0	0	0	0	0	0	0
11								0	0	0	0	0	0	0	0	0	0
12								0	0	0	0	0	0	0	0	0	0
13								0	0	0	0	0	0	0	0	0	0
14								0	0	0	0	0	0	0	0	0	0
15								0	0	0	0	0	0	0	0	0	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

PARKING AUTHORITY OF THE CITY OF EAST ORANGE
 For the Period January 1, 2018 to December 31, 2018

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

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

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

2018 AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

PARKING AUTHORITY OF THE CITY OF EAST ORANGE
January 1, 2018 to December 31, 2018

For the Period

	FY 2018 Proposed Budget				FY 2017 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	METERS & PERMITS	SPACE RENTAL	SHARE REVENUE	N/A	Total All Operations	Total All Operations		
REVENUES								
Total Operating Revenues	\$ 395,652	\$ 92,639	\$ 80,000	\$ -	\$ 568,291	\$ 504,636	\$ 63,655	12.6%
Total Non-Operating Revenues	150	-	-	-	150	49	101	206.1%
Total Anticipated Revenues	395,802	92,639	80,000	-	568,441	504,685	63,756	12.6%
APPROPRIATIONS								
Total Administration	180,200	10,000	48,000	-	238,200	167,129	71,071	42.5%
Total Cost of Providing Services	247,644	19,188	-	-	266,832	207,171	59,661	28.8%
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-	-
Total Operating Appropriations	427,844	29,188	48,000	-	505,032	374,300	130,732	34.9%
Total Interest Payments on Debt	-	-	-	-	-	-	-	-
Total Other Non-Operating Appropriations	-	61,465	-	-	61,465	-	61,465	#DIV/0!
Total Non-Operating Appropriations	-	61,465	-	-	61,465	-	61,465	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	427,844	90,653	48,000	-	566,497	374,300	192,197	51.3%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-
Net Total Appropriations	427,844	90,653	48,000	-	566,497	374,300	192,197	51.3%
ANTICIPATED SURPLUS (DEFICIT)	\$ (32,042)	\$ 1,986	\$ 32,000	\$ -	\$ 1,944	\$ 130,385	\$ (128,441)	-98.5%

Revenue Schedule

PARKING AUTHORITY OF THE CITY OF EAST ORANGE
For the Period January 1, 2018 to December 31, 2018

	FY 2018 Proposed Budget						FY 2017 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	METERS & PERMITS	SPACE RENTAL	SHARE REVENUE	N/A	N/A	N/A	Total All Operations	Total All Operations		
OPERATING REVENUES										
<i>Service Charges</i>										
Residential						\$ -	\$ -	\$ -		#DIV/0!
Business/Commercial		92,639				92,639	119,270	(26,631)		-22.3%
Industrial						-	-	-		#DIV/0!
Intergovernmental						-	-	-		#DIV/0!
Other						-	-	-		#DIV/0!
Total Service Charges		92,639				92,639	119,270	(26,631)		-22.3%
<i>Connection Fees</i>										
Residential						-	-	-		#DIV/0!
Business/Commercial						-	-	-		#DIV/0!
Industrial						-	-	-		#DIV/0!
Intergovernmental						-	-	-		#DIV/0!
Other						-	-	-		#DIV/0!
Total Connection Fees						-	-	-		#DIV/0!
<i>Parking Fees</i>										
Meters	150,314					150,314	83,098	67,216		80.9%
Permits	245,338					245,338	242,583	2,755		1.1%
Fines/Penalties			80,000			80,000	59,685	20,315		34.0%
Other						-	-	-		#DIV/0!
Total Parking Fees	395,652		80,000			475,652	385,366	90,286		23.4%
<i>Other Operating Revenues (List)</i>										
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	395,652	92,639	80,000			568,291	504,636	63,655		12.6%
NON-OPERATING REVENUES										
<i>Other Non-Operating Revenues (List)</i>										
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!
<i>Interest on Investments & Deposits (List)</i>										
Interest Earned						150	49	101		206.1%
Penalties						-	-	-		#DIV/0!
Other						-	-	-		#DIV/0!
Total Interest	150					150	49	101		206.1%
Total Non-Operating Revenues	150					150	49	101		206.1%
TOTAL ANTICIPATED REVENUES	\$ 395,802	\$ 92,639	\$ 80,000	\$ -	\$ -	\$ 568,441	\$ 504,685	\$ 63,756		12.6%

Prior Year Adopted Revenue Schedule

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

	FY 2017 Adopted Budget						Total All
	METERS & PERMITS	SPACE RENTAL	SHARE REVENUE	N/A	N/A	N/A	Operations
OPERATING REVENUES							
<i>Service Charges</i>							
Residential							\$ -
Business/Commercial		119,270					119,270
Industrial							-
Intergovernmental							-
Other							-
Total Service Charges		119,270					119,270
<i>Connection Fees</i>							
Residential							-
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees							-
<i>Parking Fees</i>							
Meters	83,098						83,098
Permits	242,583						242,583
Fines/Penalties			59,685				59,685
Other							-
Total Parking Fees	325,681		59,685				385,366
<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	325,681	119,270	59,685				504,636
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	49						49
Penalties							-
Other							-
Total Interest	49						49
Total Non-Operating Revenues	49						49
TOTAL ANTICIPATED REVENUES	\$ 325,730	\$ 119,270	\$ 59,685	\$ -	\$ -	\$ -	\$ 504,685

Appropriations Schedule

PARKING AUTHORITY OF THE CITY OF EAST ORANGE
For the Period January 1, 2018 to December 31, 2018

	FY 2018 Proposed Budget						FY 2017 Adopted Budget			% Increase (Decrease) Proposed vs. Adopted
	METERS & PERMITS	SPACE RENTAL	SHARE REVENUE	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	
OPERATING APPROPRIATIONS										
Administration - Personnel										
Salary & Wages	\$ 110,000						\$ 110,000	\$ 40,000	\$ 70,000	175.0%
Fringe Benefits										
Total Administration - Personnel	110,000						110,000	40,000	70,000	#DIV/0!
Administration - Other (List)										
PARKING ENFORCEMENT OFFICERS	70,200						70,200	15,000	55,200	175.0%
MAINTENANCE		10,000					10,000	24,000	(14,000)	-58.3%
PART-TIME EXECUTIVE DIRECTOR			48,000				48,000	40,129	7,871	19.6%
Miscellaneous Administration*								48,000	(48,000)	-100.0%
Total Administration - Other	70,200	10,000	48,000				128,200	127,129	1,071	#DIV/0!
Total Administration	180,200	10,000	48,000				238,200	167,129	74,071	42.5%
Cost of Providing Services - Personnel										
Salary & Wages	66,000						66,000	37,500	28,500	76.0%
Fringe Benefits	24,797						24,797	3,605	21,192	587.9%
Total COPS - Personnel	90,797						90,797	41,105	49,692	120.9%
Cost of Providing Services - Other (List)										
FIELD EXPENSES	26,100	19,188					45,288	38,683	6,605	17.1%
OFFICE & ADMINISTRATIVE EXPENSES	89,142						89,142	83,904	5,238	6.2%
LEGAL AND PROFESSIONAL EXPENSES	24,000						24,000	24,000	-	0.0%
PAYROLL TAXES AND PROCESSING FEES	17,605						17,605	19,479	(1,874)	-9.6%
Miscellaneous COPS*										
Total COPS - Other	156,847	19,188					176,035	166,066	9,969	#DIV/0!
Total Cost of Providing Services	247,644	19,188					266,832	207,171	59,661	28.8%
Total Principal Payments on Debt Service in Lieu of Depreciation										
Total Operating Appropriations	427,844	29,188	48,000				505,032	374,300	130,732	34.9%
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt										
Operations & Maintenance Reserve		61,465					61,465		61,465	#DIV/0!
Renewal & Replacement Reserve										
Municipality/County Appropriation										
Other Reserves										
Total Non-Operating Appropriations		61,465					61,465		61,465	#DIV/0!
TOTAL APPROPRIATIONS	427,844	90,653	48,000				566,497	374,300	192,197	51.3%
ACCUMULATED DEFICIT										
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	427,844	90,653	48,000				566,497	374,300	192,197	51.3%
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation										
Other										
Total Unrestricted Net Position Utilized										
TOTAL NET APPROPRIATIONS	\$ 427,844	\$ 90,653	\$ 48,000	\$ -	\$ -	\$ -	\$ 566,497	\$ 374,300	\$ 192,197	51.3%

* 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 \$ 21,392.20 \$ 1,459.40 \$ 2,400.00 \$ - \$ - \$ - \$ 25,251.60

Prior Year Adopted Appropriations Schedule

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

	FY 2017 Adopted Budget						Total All Operations
	METERS & PERMITS	SPACE RENTAL	SHARE REVENUE	N/A	N/A	N/A	
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>							
PART-TIME PERMIT CLERK	15,000						15,000
ADMIN ASSISTANT	24,000						24,000
MAINTENANCE WORKER	21,000	19,129				40,129	
PART-TIME EXECUTIVE DIRECTOR	48,000						48,000
Miscellaneous Administration*							
Total Administration - Other	21,000	34,129	72,000			127,129	
Total Administration	61,000	34,129	72,000			167,129	
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	18,750	18,750				37,500	
Fringe Benefits	3,605					3,605	
Total COPS - Personnel	22,355	18,750				41,105	
<i>Cost of Providing Services - Other (List)</i>							
FIELD EXPENSES	38,683					38,683	
OFFICE AND ADMINISTRATION EXPENSE	83,904					83,904	
LEGAL AND PROFESSIONAL EXPENSES	24,000					24,000	
PAYROLL TAXES AND PROCESSING FEES	19,479					19,479	
Miscellaneous COPS*							
Total COPS - Other	166,066					166,066	
Total Cost of Providing Services	188,421	18,750				207,171	
Total Principal Payments on Debt Service in Lieu of Depreciation							
Total Operating Appropriations	249,421	52,879	72,000			374,300	
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	249,421	52,879	72,000			374,300	
ACCUMULATED DEFICIT							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	249,421	52,879	72,000			374,300	
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation							
Other							
Total Unrestricted Net Position Utilized							
TOTAL NET APPROPRIATIONS	\$ 249,421	\$ 52,879	\$ 72,000	\$ -	\$ -	\$ -	\$ 374,300
* 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

Debt Service Schedule - Principal

If Authority has no debt X this box

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

	Adopted Budget Year 2017	Proposed Budget Year 2018	Fiscal Year Ending in					Total Principal Outstanding
			2019	2020	2021	2022	2023	
METERS & PERMITS								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal								\$
SPACE RENTAL								
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								

Debt Service Schedule - Interest
PARKING AUTHORITY OF THE CITY OF EAST ORANGE

If Authority has no debt X this box

	Fiscal Year Ending In					Total Interest Payments Outstanding	
	Proposed Budget Year 2018	2019	2020	2021	2022		2023
METERS & PERMITS							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Total Interest Payments							\$
SPACE RENTAL							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Total Interest Payments							
TICKET SHARE REVENUE							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Total Interest Payments							
N/A							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Total Interest Payments							
N/A							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Total Interest Payments							
N/A							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Type in Issue Name							
Total Interest Payments							
TOTAL INTEREST ALL OPERATIONS							
\$	\$	\$	\$	\$	\$	\$	\$

Net Position Reconciliation

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

For the Period January 1, 2018 to December 31, 2018

FY 2018 Proposed Budget

	METERS & PERMITS	SPACE RENTAL	TICKET SHARE REVENUE	N/A	N/A	N/A	Total All Operations
	\$ 1,067,053						\$ 1,067,053
	952,803						952,803
	114,250						114,250
	102,862						102,862
	217,112						217,112
	\$ 217,112	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 217,112

TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)

- Less: Invested in Capital Assets, Net of Related Debt (1)
- Less: Restricted for Debt Service Reserve (1)
- Less: Other Restricted Net Position (1)
- Total Unrestricted Net Position (1)
- Less: Designated for Non-Operating Improvements & Repairs
- Less: Designated for Rate Stabilization
- Less: Other Designated by Resolution
- Plus: Accrued Unfunded Pension Liability (1)
- Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)
- Plus: Estimated Income (Loss) on Current Year Operations (2)
- Plus: Other Adjustments (attach schedule)

UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET

- Unrestricted Net Position Utilized to Balance Proposed Budget
- Unrestricted Net Position Utilized in Proposed Capital Budget
- Appropriation to Municipality/County (3)
- Total Unrestricted Net Position Utilized in Proposed Budget

PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR Last issued Audit Report (4)

- (1) Total of all operations for this line item must agree to audited financial statements.
- (2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.
- (3) Amount may not exceed 5% of total operating appropriations. See calculation below.
Maximum Allowable Appropriation to Municipality/County \$ 21,392 \$ 1,459 \$ 2,400 \$ - \$ - \$ 25,252
- (4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2018
PARKING
AUTHORITY OF
THE CITY OF
EAST ORANGE

AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2018 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

FISCAL YEAR: FROM: JAN 1, 2018 TO: DEC 31, 2018

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 PARKING AUTHORITY OF THE CITY OF EAST ORANGE, on the _____ day of _____, _____.

OR

It is hereby certified that the governing body of the PARKING AUTHORITY OF THE CITY OF EAST ORANGE 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):

<i>CHAIRMAN'S</i>			
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		

2018 CAPITAL BUDGET/PROGRAM MESSAGE

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

FISCAL YEAR: FROM: JAN 1, 2018 TO: DEC 31, 2018

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

PARKING AUTHORITY OF THE CITY OF EAST ORANGE
 For the Period January 1, 2018 to December 31, 2018

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
METERS & PERMITS					
Type in Description	\$ -				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
SPACE RENTAL					
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

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

For the Period January 1, 2018 to December 31, 2018

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2018	2019	2020	2021	2022	2023
METERS & PERMITS							
Type in Description	\$ -	\$ -					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
SPACE RENTAL							
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

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

For the Period January 1, 2018 to December 31, 2018

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
METERS & PERMITS						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
SPACE RENTAL						
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.

2018 AUTHORITY BUDGET MESSAGE & ANALYSIS PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORITY BUDGET

Page N-1 attachments

Question 1: The proposed annual budget indicates an increase in revenues as a result of being awarded ticket share revenue from the City of East Orange. Revenues are also anticipated to increase due to the hiring of additional parking enforcement officers (PEO's). The proposed budget includes additional expenses (specifically to Payroll and consulting) which the Authority first incurred in the year 2017. The budget reflects an additional expense for hiring 3 PEO's as well as continuing to hire a part-time executive director. 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 written ticket 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.

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 2017 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 at a rate of \$1.00/hr

Page N-3 Attachments

Question 10: The Commissioner and the additional board members do not receive compensation for their services to the parking authority. The board of directors reviews and signs off on all employees before they are hired. All salaries are approved by the board of directors before employment begins.

Question 11: The Authority provides sandwiches and snacks at the monthly board meeting for the board members from local deli's and/or supermarkets. A list of the amount spent year-to-date is attached.

EAST ORANGE PARKING AUTHORITY
Vendor Ledgers
 For the Period From Jan 1, 2017 to Sep 30, 2017

Filter Criteria includes: 1) IDs: Multiple IDs. Report order is by ID.

Vendor ID Vendor	Date	Trans No	Type	Paid	Debit Amt	Credit Amt	Balance
Sandwiches Unlimited	4/30/17		CDJ		19.65	19.65	0.00
Sandwiches Unlimited	5/31/17		CDJ		55.74	55.74	0.00
	6/30/17		CDJ		51.00	51.00	0.00
	8/31/17		CDJ		51.00	51.00	0.00
	9/1/17		CDJ		51.00	51.00	0.00
Shop Rite	6/30/17		CDJ		34.07	34.07	0.00
Shop Rite	7/31/17		CDJ		34.86	34.86	0.00
	8/31/17		CDJ		28.13	28.13	0.00
	9/1/17		CDJ		34.26	34.26	0.00
Report Total					<u>359.71</u>	<u>359.71</u>	<u>0.00</u>