

Authority Budget of:

ADOPTED COPY

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

*rec'd
12/1/20*

State Filing Year

2020

For the Period:

*rec'd
1/29/20*

January 1, 2020

to

December 31, 2020

www.EastOrangeParkingAuthority.org

Authority Web Address

APPROVED COPY

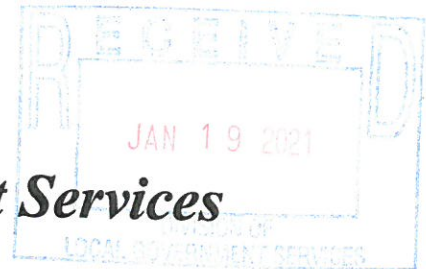


RECEIVED

2019 NOV 25 P 12: 50

LOCAL GOVT SERVICES

Division of Local Government Services



2020 AUTHORITY BUDGET

Certification Section

2020

**PARKING AUTHORITY OF THE CITY OF EAST ORANGE
AUTHORITY BUDGET**

FISCAL YEAR: FROM JAN 1 2020 TO DEC 31 2020

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: _____ Date: _____

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. Crest, Esq., RMA Date: 1/19/2021

2020 PREPARER'S CERTIFICATION


PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN 1 2020 TO: DEC 31 2020

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		

2020 APPROVAL CERTIFICATION

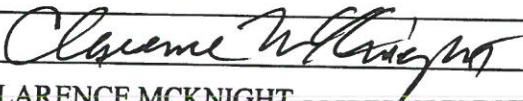
PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN 1 2020 TO: DEC 31 2020

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 20th day of NOVEMBER, 2019.

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
- Budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (**Similar Information is such as PIE Charts, Bar Graphs etc. for such items as Revenues, Expenditures, and other information the Authority deems relevant to inform the public**)
- The complete (All Pages) annual audits (Not the Audit Synopsis) 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
- 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.

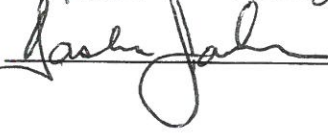
Name of Officer Certifying compliance

Tasha Jackson

Title of Officer Certifying compliance

Operations Manager

Signature



2020 AUTHORITY BUDGET RESOLUTION

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

FISCAL YEAR: FROM: JAN 1 2020 TO: DEC 31 2020

WHEREAS, the Annual Budget and Capital Budget for the Parking Authority of the city of East Orange for the fiscal year beginning, JAN 1 2020 and ending, DEC 31 2020 has been presented before the governing body of the Parking Authority of the city of East Orange at its open public meeting of NOV. 20, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 790,110, Total Appropriations, including any Accumulated Deficit if any, of \$ 788,146 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. 20, 2019 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 1 2020 and ending, DEC 31 2020 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 FEB. 19, 2020.

Clarence McKnight
(CHAIRMAN'S Signature)

NOV. 20, 2019
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Clarence McKnight	✓			
Taahira Muhammad-Dozier	✓			
Brian Lasure				✓
Jerome Omar Robinson	✓			
Dana Owens	✓			

2020 ADOPTION CERTIFICATION

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN 1 2020 TO: DEC 31 2020

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 16 day of, December, 2020.

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		

2020 ADOPTED BUDGET RESOLUTION

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORITY

FISCAL YEAR: FROM: JAN 1 2020 TO: DEC 31 2020

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, 2020 and ending, DEC 31 2020 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 12-16-20; and

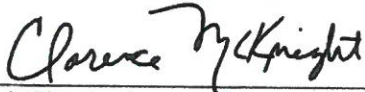
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$790,110, Total Appropriations, including any Accumulated Deficit, if any, of \$ 788,146 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 December 16, 2020 that the Annual Budget and Capital Budget/Program of the Parking Authority of the city of East Orange for the fiscal year beginning, JAN 1 2020 and, ending, DEC 31 2020 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)

12/16/20

(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Clarence McKnight	X			
Taahira Muhammad-Dozier	X			
Brian Lasure	X			
Jerome Omar Robinson				X
Dana Owens	X			

2020 AUTHORITY BUDGET

Narrative and Information Section

2020 AUTHORITY BUDGET MESSAGE & ANALYSIS PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORIT-Y BUDGET

FISCAL YEAR: FROM: JAN 1 2020 TO: DEC 31 2020

Answer all questions below. Attach additional pages and schedules as needed.

1. Complete a brief statement on the 2020 proposed Annual Budget and make comparison to the 2019 adopted budget for each **Revenues and Appropriations**. Explain any variances over +/-10% (As shown on budget pages F-2 and F-4 explain the reason for changes for each **revenue and appropriation changing more than 10%**) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item.
2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. (Example Consider New Development projects such as Housing /Commercial projects impact on the Authorities expenses or revenues)
3. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget and or Capital Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered.
4. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service payments, pilot payments, or other types of contracts or agreements (Example to provide police services to the Authority etc. and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.).
5. The proposed budget must not reflect an anticipated deficit from 2020/2020-2021 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

(Prepare a response to deficits in most recent audit report pertaining to Deficits to Unrestricted Net Position caused by recording Pension and Post-Employment Benefits liabilities as required by GASB 68 and GASB 75) and similar types of deficits in the audit report. How would these deficits be funded?

6. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) **if it has been changed since the prior year budget submission** and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, **if applicable**. (If no changes to fees or rates indicate (Answer as "Rates Are Staying the Same")

AUTHORITY CONTACT INFORMATION 2020

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:(1)	CLARENCE MCKNIGHT		
Phone: (ext.)	973-672-1116	Fax:	973-672-7475
E-mail:	eastorangeparkingauth@verizon.net		

Chief Financial Officer (1)	Brian Lasure		
Phone: (ext.)	973-672-1116	Fax:	973-672-7475
E-mail:	eastorangeparkingauth@verizon.net		

Name of Auditor:	Sean Ferguson		
Name of Firm:	Ferraioli, Wielkotz, Cerullo & Cuva		
Address:	401 Wanaque Avenue		
City, State, Zip:	Pompton Lakes	NJ	07442
Phone: (ext.)	973-835-7900 ext 205	Fax:	973-835-6631
E-mail:	Sean Ferguson <SFerguson@fwcc-cpa.com>		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

FISCAL YEAR: FROM: JAN 1 2020 TO: DEC 31 2020

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 2018 or 2019) 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 2018 or 2019) Transmittal of Wage and Tax Statements: \$ 230,365
- 3) Provide the number of regular voting members of the governing body: 5 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 (Regional Authorities may have more than 7 members) s per statute for your Authority)
- 4)
- 5) Provide the number of alternate voting members of the governing body: 0 (Maximum is 2)
- 6) 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.
- 7) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2019 or 2020 deadline has passed 2019 or 2020) 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.
- 8) 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.
- 9) 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.
- 10) 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.
- 11) 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 individuals listed on Page N-4 (2 of 2).**

- 12) 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.
- 13) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? YES If "yes," **attach a detailed list of all travel expenses** for the current fiscal year and provide an explanation for each expenditure listed.
- 14) 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?
- First class or charter travel: NO
 - Travel for companions: NO
 - Tax indemnification and gross-up payments: NO
 - Discretionary spending account: NO
 - Housing allowance or residence for personal use: NO
 - Payments for business use of personal residence: NO
 - Vehicle/auto allowance or vehicle for personal use: NO
 - Health or social club dues or initiation fees: NO
 - 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.
- 15) 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? YES 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)
- 16) 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.
- 17) 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.
- 18) 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? YES If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. (If no bonded Debt answer is Not Applicable). (New Jersey Infrastructure Trust Loans are not bonded debt of an Authority)
- 19) 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.
- 20) 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.

2020 AUTHORITY BUDGET MESSAGE & ANALYSIS PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORITY BUDGET

Page N-3 Attachments

Question 11: The Chairman and the additional board members do not receive compensation for their services to the parking authority.

The Parking Authority of the City of East Orange is a member of the National Parking Association (NPA). Upon hiring employees, the board of directors uses industry standards and local cost of living guidelines to determine a fair and accurate compensation. The board also reviews and signs off on all employees before they are hired. All salaries are approved by the board of directors before employment begins. The board uses these same guidelines to determine the salary of the operations manager listed on page N4 (2 of 2).

Question 12: The Authority provides sandwiches and snacks at the monthly board meeting for the board members from local deli's and/or supermarkets. The Amount spent per year does not exceed \$1000 per year.

Question 13: The operations manager attended a conference directly related to Parking Authority rules, regulations and operations. The Authority paid for (or reimbursed) the operations manager for expenses related to Hotel room, airfare, and the cost of the conference. All receipts were presented to the board for proper reimbursement. The total cost of attending was \$2216.08

NOTES AND RECOMMENDATIONS

Note 1: The 2020 Budget has accounted for the following desired employee positions on page F4:

- 2 additional Part-Time Day Parking Enforcement officers (\$11/hr.) 30 hours per week
- 2 additional Night Parking Enforcement Officers (\$15/hr.) 30 hours per week
- Full Time Executive Director

**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 2020 TO: DEC 31 2020

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 2018 or 2019. 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, 2020, the most recent W-2 and 1099 should be used 2019 or 2018 (60 days prior to start of budget year is November 1, 2019, with 2018 being the most recent calendar year ended), and for fiscal years ending June 30, 2020, the calendar year 2019 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2019 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)

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

For the Period January 1, 2020 to December 31, 2020

Position (Can Check more than 1 Column for each person)

Reportable Compensation from Authority (W-2/1099)

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	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) 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
1 Clarence McKnight	Chairman		x					NONE	NONE	NONE	NONE	\$ -	- NONE				\$ -	-
2 Taahira Muhammad-Doz	Vice Chairwoman		x					NONE	NONE	NONE	NONE	\$ 0	0 NONE				\$ 0	0
3 Brian Lasure	Secretary		x					NONE	NONE	NONE	NONE	\$ 0	0 NONE				\$ 0	0
4 Jerome Omar Robinson	Commissioner		x					NONE	NONE	NONE	NONE	\$ 0	0 NONE				\$ 0	0
5 Dana Owens	Commissioner		x					NONE	NONE	NONE	NONE	\$ 0	0 NONE				\$ 0	0
6 Tasha Jackson	Operations Manager	40			x			43,680	0	0	3,500	\$ 47,180	0 NONE				\$ 47,180	47,180
7												\$ 0	0				\$ 0	0
8												\$ 0	0				\$ 0	0
9												\$ 0	0				\$ 0	0
10												\$ 0	0				\$ 0	0
11												\$ 0	0				\$ 0	0
12												\$ 0	0				\$ 0	0
13												\$ 0	0				\$ 0	0
14												\$ 0	0				\$ 0	0
15												\$ 0	0				\$ 0	0
Total:											\$ 43,680	\$ -	\$ -	\$ 3,500	\$ 47,180	\$ -	\$ -	\$ 47,180

(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, 2020 to December 31, 2020

If Not Applicable X this box Below
 X

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

NO	Yes or No
NO	Yes or No

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

2020 AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

PARKING AUTHORITY OF THE CITY OF EAST ORANGE
 For the Period January 1, 2020 to December 31, 2020

	FY 2020 Proposed Budget				FY 2019 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	AND PERMITS	SPACE RENTAL	SHARE REVENUE	N/A	N/A	Total All Operations			Total All Operations
REVENUES									
Total Operating Revenues	\$ 508,312	\$ 104,565	\$ 177,000	\$ -	\$ -	\$ 789,877	\$ 740,738	\$ 49,139	6.6%
Total Non-Operating Revenues	233				233		233		
Total Anticipated Revenues	508,545	104,565	177,000		790,110		740,971	49,139	6.6%
APPROPRIATIONS									
Total Administration	284,154	5,330	120,000		409,484		287,087	122,397	42.6%
Total Cost of Providing Services	210,914	17,683	57,000		285,597		264,855	20,742	7.8%
Total Principal Payments on Debt Service in Lieu of Depreciation									
Total Operating Appropriations	495,068	23,013	177,000		695,081		551,942	143,139	25.9%
Total Interest Payments on Debt									
Total Other Non-Operating Appropriations	13,000	80,065							
Total Non-Operating Appropriations	13,000	80,065			93,065		187,065	(94,000)	-50.2%
Accumulated Deficit					93,065		187,065	(94,000)	-50.2%
Total Appropriations and Accumulated Deficit	508,068	103,078	177,000		788,146		739,007	49,139	6.6%
Less: Total Unrestricted Net Position Utilized									
Net Total Appropriations	508,068	103,078	177,000		788,146		739,007	49,139	6.6%
ANTICIPATED SURPLUS (DEFICIT)	\$ 477	\$ 1,487	\$ -	\$ -	\$ 1,964	\$ -	\$ 1,964	\$ -	0.0%

Revenue Schedule

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

For the Period January 1, 2020 to December 31, 2020

	FY 2020 Proposed Budget						FY 2019 Adopted Budget		\$ Increase (Decrease)	% Increase (Decrease)
	AND PERMITS	SPACE RENTAL	SHARE REVENUE	N/A	N/A	N/A	Total All Operations	Total All Operations	Proposed vs. Adopted	Proposed vs. Adopted
									All Operations	All Operations
OPERATING REVENUES										
<i>Service Charges</i>										
Residential						\$ -	\$ -	\$ -		#DIV/0!
Business/Commercial		104,565				104,565	95,141	9,424		9.9%
Industrial						-	-	-		#DIV/0!
Intergovernmental						-	-	-		#DIV/0!
Other						-	-	-		#DIV/0!
Total Service Charges		104,565				104,565	95,141	9,424		9.9%
<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						138,312	118,075	20,237		17.1%
Permits						370,000	365,162	4,838		1.3%
Fines/Penalties			177,000			177,000	162,360	14,640		9.0%
Other						-	-	-		#DIV/0!
Total Parking Fees			177,000			508,312	645,597	39,715		6.2%
<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	508,312	104,565	177,000			789,877	740,738	49,139		6.6%
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!
Type in						-	-	-		#DIV/0!
Total Other Non-Operating Revenue						-	-	-		#DIV/0!
<i>Interest on Investments & Deposits (List)</i>										
Interest Earned						233	233	-		0.0%
Penalties						-	-	-		#DIV/0!
Other						-	-	-		#DIV/0!
Total Interest						233	233	-		0.0%
Total Non-Operating Revenues	233					233	233	-		0.0%
TOTAL ANTICIPATED REVENUES	\$ 508,545	\$ 104,565	\$ 177,000	\$ -	\$ -	\$ 790,110	\$ 740,971	\$ 49,139		6.6%

Prior Year Adopted Revenue Schedule

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

FY 2019 Adopted Budget

	AND PERMITS	SPACE RENTAL	SHARE REVENUE	N/A	N/A	N/A	Total All Operations	
OPERATING REVENUES								
<i>Service Charges</i>								
Residential							\$ -	
Business/Commercial							95,141	95,141
Industrial							-	-
Intergovernmental							-	-
Other							-	-
Total Service Charges	-	95,141	-	-	-	-	95,141	
<i>Connection Fees</i>								
Residential							-	
Business/Commercial							-	-
Industrial							-	-
Intergovernmental							-	-
Other							-	-
Total Connection Fees	-	-	-	-	-	-	-	
<i>Parking Fees</i>								
Meters	118,075						118,075	
Permits	365,162						365,162	
Fines/Penalties	-						162,360	162,360
Other	-						-	-
Total Parking Fees	483,237	-	162,360	-	-	-	645,597	
<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)							-	
Total Other Revenue	-	-	-	-	-	-	-	
Total Operating Revenues	483,237	95,141	162,360	-	-	-	740,738	
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							233	
Penalties							-	
Other							-	
Total Interest	233	-	-	-	-	-	233	
Total Non-Operating Revenues	233	-	-	-	-	-	233	
TOTAL ANTICIPATED REVENUES	\$ 483,470	\$ 95,141	\$ 162,360	\$ -	\$ -	\$ -	\$ 740,971	

Appropriations Schedule

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

For the Period January 1, 2020 to December 31, 2020

	FY 2020 Proposed Budget						FY 2019 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	AND PERMITS	SPACE RENTAL	SHARE REVENUE	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	
							Total All Operations	All Operations	All Operations	
OPERATING APPROPRIATIONS										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 116,480						\$ 116,480	\$ 113,685	\$ 2,795	2.5%
Fringe Benefits										
Total Administration - Personnel	116,480						116,480	113,685	2,795	#DIV/0!
<i>Administration - Other (List)</i>										
PARKING ENFORCEMENT OFFICERS/SUP.	162,344						162,344	114,737	47,607	41.5%
MAINTENANCE	5,330	5,330					10,660	10,665	(5)	0.0%
F/T EXECUTIVE DIRECTOR			120,000				120,000	48,000	72,000	150.0%
NIGHT PARK ENFORCEMENT SUPERVISORS										
Miscellaneous Administration*										#DIV/0!
Total Administration - Other	167,674	5,330	120,000				293,004	173,402	119,602	69.0%
Total Administration	284,154	5,330	120,000				409,484	287,087	122,397	42.6%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	31,824						31,824	46,800	(14,976)	-32.0%
Fringe Benefits										
Total COPS - Personnel	31,824						31,824	46,800	(14,976)	-32.0%
<i>Cost of Providing Services - Other (List)</i>										
FIELD EXPENSES	53,804		57,000				110,804	62,571	48,233	77.1%
OFFICE AND ADMINISTRATIVE EXPENSE	71,941	17,683					89,624	95,928	(6,304)	-6.6%
LEGAL & PROFESSIONAL EXPENSE	30,000						30,000	37,500	(7,500)	-20.0%
PAYROLL TAXES AND PROCESSING FEES	23,345						23,345	22,056	1,289	5.8%
Miscellaneous COPS*										#DIV/0!
Total COPS - Other	179,090	17,683	57,000				253,773	218,055	35,718	16.4%
Total Cost of Providing Services	210,914	17,683	57,000				285,597	264,855	20,742	7.8%
Total Principal Payments on Debt Service in Lieu of Depreciation										#DIV/0!
Total Operating Appropriations	495,068	23,013	177,000				695,081	551,942	143,139	25.9%
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt										#DIV/0!
Operations & Maintenance Reserve	13,000	80,065					93,065	187,065	(94,000)	-50.2%
Renewal & Replacement Reserve										#DIV/0!
Municipality/County Appropriation										#DIV/0!
Other Reserves										#DIV/0!
Total Non-Operating Appropriations	13,000	80,065					93,065	187,065	(94,000)	-50.2%
TOTAL APPROPRIATIONS	508,068	103,078	177,000				788,146	739,007	49,139	6.6%
ACCUMULATED DEFICIT										#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	508,068	103,078	177,000				788,146	739,007	49,139	6.6%
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation										#DIV/0!
Other										#DIV/0!
Total Unrestricted Net Position Utilized										#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 508,068	\$ 103,078	\$ 177,000	\$ -	\$ -	\$ -	\$ 788,146	\$ 739,007	\$ 49,139	6.6%

* 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 \$ 24,753.40 \$ 1,150.65 \$ 8,850.00 \$ - \$ - \$ - \$ 34,754.05

Prior Year Adopted Appropriations Schedule

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

FY 2019 Adopted Budget

	AND PERMITS	SPACE RENTAL	SHARE REVENUE	N/A	N/A	N/A	Total All Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 113,685						\$ 113,685
Fringe Benefits							-
Total Administration - Personnel	113,685						113,685
<i>Administration - Other (List)</i>							
PARKING ENFORCEMENT OFFICERS	114,737						114,737
MAINTENANCE	4,665 6,000						10,665
PART-TIME EXECUTIVE DIRECTOR							48,000
PARKING ENFORCEMENT SUPERVISORS							-
Miscellaneous Administration*							-
Total Administration - Other	119,402 6,000 48,000						173,402
Total Administration	233,087 6,000 48,000						287,087
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	46,800						46,800
Fringe Benefits							-
Total COPS - Personnel	46,800						46,800
<i>Cost of Providing Services - Other (List)</i>							
FIELD EXPENSES	62,571						62,571
OFFICE AND ADMINISTRATIVE EXPENSES	80,964 14,964						95,928
LEGAL & PROFESSIONAL EXPENSES	37,500						37,500
PAYROLL TAXES AND PROCESSING FEES	22,056						22,056
Miscellaneous COPS*							-
Total COPS - Other	203,091 14,964						218,055
Total Cost of Providing Services	249,891 14,964						264,855
Total Principal Payments on Debt Service in Lieu of Depreciation							-
Total Operating Appropriations	482,978 20,964 48,000						551,942
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt							-
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	73,065 114,000						187,065
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	73,065 114,000						187,065
TOTAL APPROPRIATIONS	482,978 94,029 162,000						739,007
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	482,978 94,029 162,000						739,007
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation							-
Other							-
Total Unrestricted Net Position Utilized							-
TOTAL NET APPROPRIATIONS	\$ 482,978	\$ 94,029	\$ 162,000	\$ -	\$ -	\$ -	\$ 739,007

* 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 \$ 24,148.90 \$ 1,048.20 \$ 2,400.00 \$ - \$ - \$ - \$ 27,597.10

Debt Service Schedule - Principal

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

X

If Authority has no debt X this box

	Fiscal Year Ending in					Total Principal Outstanding			
	Adopted Budget Year 2019	Proposed Budget Year 2020	2021	2022	2023		2024	2025	Thereafter
METERS AND 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									
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									
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

X

	Fiscal Year Ending in						Total Interest Payments Outstanding		
	Adopted Budget Year 2019	Proposed Budget Year 2020	2021	2022	2023	2024		2025	Thereafter
METERS AND 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									
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									
Total Interest Payments	\$	\$	\$	\$	\$	\$	\$	\$	\$

**2020
PARKING
AUTHORITY OF THE
CITY OF EAST
ORANGE**

**AUTHORITY
CAPITAL
BUDGET/
PROGRAM**

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
- Budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (**Similar Information is such as PIE Charts, Bar Graphs etc. for such items as Revenues, Expenditures, and other information the Authority deems relevant to inform the public**)
- The complete (All Pages) annual audits (Not the Audit Synopsis) 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
- 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

Chairmen

Signature

2020 ADOPTION CERTIFICATION

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN 1 2020 TO: DEC 31 2020

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 16 day of, December, 2020.

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		

2020 ADOPTED BUDGET RESOLUTION

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORITY

FISCAL YEAR: FROM: JAN 1 2020 TO: DEC 31 2020

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, 2020 and ending, DEC 31 2020 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 12-16-20; 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 \$790,110, Total Appropriations, including any Accumulated Deficit, if any, of \$788,146 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 December 16, 2020 that the Annual Budget and Capital Budget/Program of the Parking Authority of the city of East Orange for the fiscal year beginning, JAN 1 2020 and, ending, DEC 31 2020 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)

(Date)

Governing Body
Member:

Recorded Vote

Aye

Nay

Abstain

Absent

Clarence McKnight

Taahira Muhammad-Dozier

Brian Lasure

Jerome Omar Robinson

Dana Owens

2020 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM


PARKING AUTHORITY OF THE CITY OF EAST ORANGE

FISCAL YEAR: FROM: JAN 1 2020 TO: DEC 31 2020

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 _____ Authority, on the 16 day of December, 2020.

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		

2020 CAPITAL BUDGET/PROGRAM MESSAGE

PARKING AUTHORITY OF THE CITY OF EAST ORANGE

FISCAL YEAR: FROM: JAN 1 2020 TO: DEC 31 2020

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 (This may include the governing body or certain officials such as planning boards, Construction Code Officials) as to these Projects?

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 (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?

N/A

4. If amounts are on Page CB-3 in the column Debt Authorizations. Indicate the primary source of funding the debt service for the Debt Authorizations (Example Rate Increases Funding or Other sources)

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, 2020 to December 31, 2020

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
METERS AND 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	-	-	-	-	-	-
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, 2020 to December 31, 2020

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2020	2021	2022	2023	2024	2025
<i>METERS AND PERMITS</i>							
Type in Description	\$ -	\$ -					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-					
<i>SPACE RENTAL</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-					
<i>SHARE REVENUE</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-					
<i>N/A</i>							
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Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-					
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-					
<i>N/A</i>							
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, 2020 to December 31, 2020

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
METERS AND 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	-					
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.

2020 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 PEO's as well as continuing to hire a Full-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. Furthermore, the City of East Orange has indicated it will NOT pay ticket share revenue if a Full-Time Executive director is not hired. It is imperative to the financial strength of the Authority that a Full-Time Executive Director be hired to maximize on this revenue stream. The budget reflects a proposed salary of \$120,000 for this position.

There are variances on page F4 above 10% however, these variances are because the Authority is planning to hire additional employees and also hire a full-time Executive Director. The previous budget called for a part-time Executive Director only.

Question 2: As stated in previous budget reports, 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.

Question 3: The state of the local economy has been unchanged for many years. The economic 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 2019 operations. No deficit reduction plan is required at this time.

Question 7: Overnight Lot Permit parking \$55 month
Overnight Street Permit Parking:
1st car is \$150/yr, 2nd car \$100/yr, 3+ \$75 each/yr
On street parking meters consist of 339 spaces at a rate of \$1.00/hr

2020 AUTHORITY BUDGET MESSAGE & ANALYSIS PARKING AUTHORITY OF THE CITY OF EAST ORANGE

AUTHORITY BUDGET

Page N-3 Attachments

Question 11: The Chairman 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 12: The Authority provides sandwiches and snacks at the monthly board meeting for the board members from local deli's and/or supermarkets. The Amount spent per year does not exceed \$1000 per year.

Question 13: The operations manager attended a conference directly related to Parking Authority rules, regulations and operations. The Authority paid for (or reimbursed) the operations manager for expenses related to Hotel room, airfare, and the cost of the conference. All receipts were presented to the board for proper reimbursement.

NOTES AND RECOMMENDATIONS

Note 1: The Authority would like to purchase 2 additional vehicles at a cost of approximately \$35,000. The Authority has an Insurance Settlement reflected on its balance sheet of \$26,045. This money should be used to purchase the additional vehicles.

Note 2: The 2020 Budget has accounted for the following desired employee positions on page F4:

- 2 additional Part-Time Day Parking Enforcement officers (\$11/hr.) 30 hours per week
- 2 additional Night Parking Enforcement Officers (\$15/hr.) 30 hours per week
- Full Time Executive Director