

LOCAL GOVT SERVICES

LOCAL GOVT SERVICES

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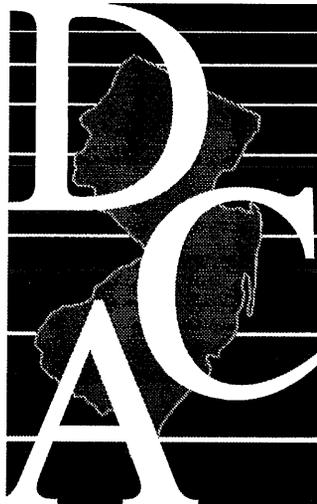
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# Town of Newton Parking Authority Budget

[www.newtontownhall.com/parking](http://www.newtontownhall.com/parking)

Department Of



**Community  
Affairs**

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JAN 29 2016

Town Manager

Division of Local Government Services

# **2016 AUTHORITY BUDGET**

## **Certification Section**

2016

**TOWN OF NEWTON PARKING**

**AUTHORITY BUDGET**

**FISCAL YEAR: FROM JANUARY 1, 2016 TO DECEMBER 31, 2016**

**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.*

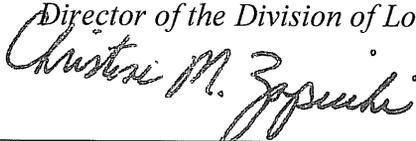
*State of New Jersey  
Department of Community Affairs  
Director of the Division of Local Government Services*

By:  Date: 11/24/15

**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:  Date: 11/25/14

# 2016 PREPARER'S CERTIFICATION

## AUTHORITY BUDGET

**FISCAL YEAR:** FROM: January 1, 2016 **TO:** December 31, 2016

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:	Dawn L. Babcock		
Title:	Treasurer		
Address:	39 Trinity Street Newton, NJ 07860		
Phone Number:	973-383- 3521x241	Fax Number:	973-383-8961
E-mail address	dbabcock@newtontownhall.com		

# 2016 APPROVAL CERTIFICATION

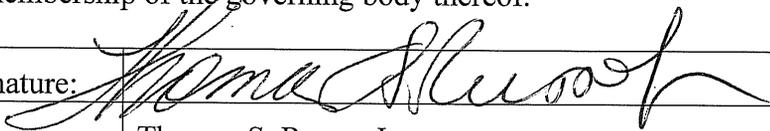
## TOWN OF NEWTON PARKING

### AUTHORITY BUDGET

**FISCAL YEAR:**    **FROM:** January 1, 2016    **TO:** December 31, 2016

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 Town of Newton Parking Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 5<sup>th</sup> day of November, 2015.

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:	Thomas S. Russo, Jr		
Title:	Town Manager/Newton Parking Authority Secretary		
Address:	39 Trinity Street Newton, NJ 07860		
Phone Number:	973-383- 3521x224	Fax Number:	973-383-8961
E-mail address	trusso@newtontownhall.com		

# INTERNET WEBSITE CERTIFICATION

<b>Authority's Web Address:</b>	www.newtontownhall.com/parking
---------------------------------	--------------------------------

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. **(None)**

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.

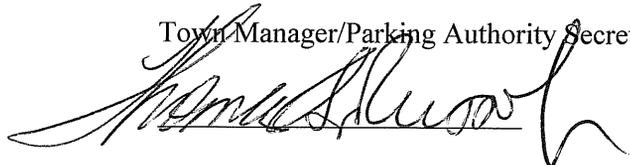
Name of Officer Certifying compliance

Thomas S. Russo, Jr.

Title of Officer Certifying compliance

Town Manager/Parking Authority Secretary

Signature



# 2016 AUTHORITY BUDGET RESOLUTION

## TOWN OF NEWTON PARKING AUTHORITY

**FISCAL YEAR: FROM:** January 1, 2016 **TO:** December 31, 2016

WHEREAS, the Annual Budget and Capital Budget for the Town of Newton Parking Authority for the fiscal year beginning, January 1, 2016 and ending, December 31, 2016 has been presented before the governing body of the Town of Newton Parking Authority at its open public meeting of November 5, 2015; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$74,720, Total Appropriations, including any Accumulated Deficit if any, of \$74,720 and Total Unrestricted Net Position utilized of \$-0-; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$6,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$6,000; and

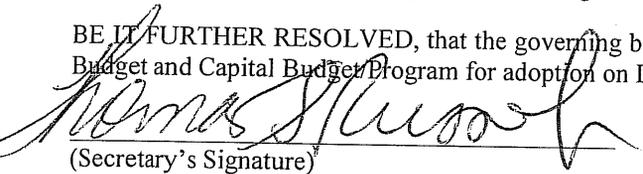
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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 Town of Newton Parking Authority, at an open public meeting held on November 5, 2015 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Town of Newton Parking Authority for the fiscal year beginning, January 1, 2016 and ending, December 31, 2016 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 Town of Newton Parking Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 3, 2015.

  
(Secretary's Signature)

11/5/15  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
James Ciaravolo	✓			
Edward Dudes	✓			
Frank Leone	✓			
Keith Mitchell	✓			
Kenneth Edwards (Chairman)				✓

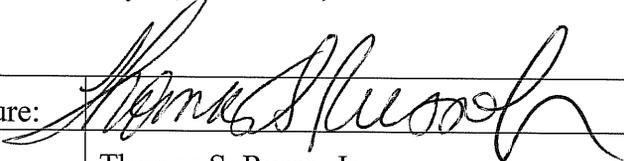
# 2016 ADOPTION CERTIFICATION

## TOWN OF NEWTON PARKING

### AUTHORITY BUDGET

**FISCAL YEAR:** FROM: January 1, 2016 TO: December 31, 2016

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 Town of Newton Parking Authority, pursuant to N.J.A.C. 5:31-2.3, on the 3<sup>rd</sup> day of, December, 2015.

Officer's Signature:			
Name:	Thomas S. Russo, Jr.		
Title:	Town Manager/Parking Authority Secretary		
Address:	39 Trinity Street Newton, NJ 07860		
Phone Number:	973-383- 3521x224	Fax Number:	973-383-8961
E-mail address	trusso@newtontownhall.com		

# 2016 ADOPTED BUDGET RESOLUTION

## TOWN OF NEWTON PARKING

### AUTHORITY

**FISCAL YEAR: FROM:** January 1, 2016 **TO:** December 31, 2016

WHEREAS, the Annual Budget and Capital Budget/Program for the Town of Newton Authority for the fiscal year beginning January 1, 2016 and ending, December 31, 2016 has been presented for adoption before the governing body of the Town of Newton Parking Authority at its open public meeting of December 3, 2015; and

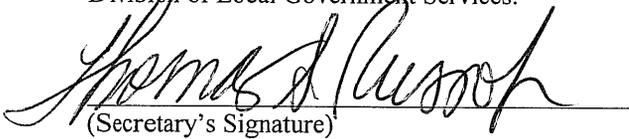
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

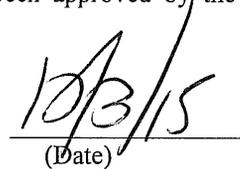
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$74,720, Total Appropriations, including any Accumulated Deficit, if any, of \$74,720 and Total Unrestricted Net Position utilized of \$-0-; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$6,000 and Total Unrestricted Net Position planned to be utilized of \$6,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Town of Newton Parking Authority, at an open public meeting held on December 3, 2015 that the Annual Budget and Capital Budget/Program of the Town of Newton Parking Authority for the fiscal year beginning, January 1, 2016 and, ending, December 31, 2106 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.

  
(Secretary's Signature)

  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent

James Ciaravolo	<input checked="" type="checkbox"/>			
Edward Dudes	<input checked="" type="checkbox"/>			
Frank Leone	<input checked="" type="checkbox"/>			
Keith Mitchell	<input checked="" type="checkbox"/>			
Kenneth Edwards (Chairman)	<input checked="" type="checkbox"/>			

# **2016 AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2016 AUTHORITY BUDGET MESSAGE & ANALYSIS

## TOWN OF NEWTON PARKING AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2016 TO: December 31, 2016

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

1. Complete a brief statement on the 2016 proposed Annual Budget and make comparison to the 2015 adopted budget for each operation. Explain any variances over +/-10% for each line item by operation. 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. For example, if anticipated service charges have increased 15% due to an increase in rates, provide a copy of the resolution authorizing the rate increase.
2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% from the current year adopted budget.
3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program.
4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual 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.
5. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.).
6. The proposed budget must not reflect an anticipated deficit from 2016 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.
7. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) 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.
8. Attach a copy of the Authority's most recent Annual Operating Data submission to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) under the Authority's Continuing Disclosure Agreements for any debt issuances outstanding. Examples of Annual Operating Data may include sewer and water billings; parking rents and collections; number of customers; number of available parking spaces; etc. See Local Finance Notice 2014-9 for more information.

**SEE ATTACHED**

**2016 AUTHORITY BUDGET MESSAGE & ANALYSIS**  
**NEWTON PARKING**  
**AUTHORITY BUDGET**

FISCAL YEAR:                    FROM: JANUARY 1, 2016                    TO: DECEMBER 31, 2016

1. Operating revenues reflect an \$8,980 (10.7%) decrease from the 2015 budget. Operating appropriations reflect an \$11,980 (13.8%) decrease. No net position revenue is being anticipated in the 2016 budget (-\$3,000). Free Saturday parking was implemented effective October 1, 2014 in an effort to attract customers to the downtown businesses. This, along with other economic factors, has resulted in a decrease in meter revenue of \$15,060. Also the Town did major road improvements to both Spring Street and Trinity Street, two main downtown business corridors, which necessitated offering free parking for a two – three month period. This affected the meter collections on both the streets and the adjacent lots. It is projected that meter collections will be at least \$2,000 greater in 2016 since there is no planned free parking. An ordinance to add municipal lot parking passes was adopted in December 2014. This new ordinance along with application of existing ordinances enables parking permit fee revenues to be increased by \$6,060.

2. The proposed Annual Budget is \$11,980 less than the 2015 budget. This is a 13.8% decrease. The appropriations are budgeted in an amount which can be sustained by operating revenues. Again, no net position revenue is being budgeted to offset the budget.

3. Newton's downtown economy is struggling. In 2015 the Town reconstructed Spring Street making it one way. By making the main corridor of the business district more foot traffic friendly the Town hopes to further spur activity in revitalizing its downtown and redevelopment opportunities. The 2016 Parking Authority budget is prepared austere to match the projected revenue sources with the appropriation outlays. There is no capital programs planned for 2016 other than maintaining or replacing existing meters.

4. The 2016 proposed budget does not use any Unrestricted Net Position to balance the budget.

5. The Newton Parking Authority enters into a shared service agreement with the municipality 'Town of Newton' every year. See the 2015 agreement attached. The Town of Newton provides repairs, maintenance, snow plowing, line striping, cleaning, police and safety services, meter collection, and administrative functions to the Parking Authority. This shared service agreement was reduced by \$5,000.

6. The 2016 budget does not reflect any anticipated deficit.

7. Chapter 100. Fees and Costs, Section 100-15 Vehicles and traffic (Chapter 307) of the Newton Code book set forth the parking fees.

8. N/A. The Newton Parking Authority has no outstanding debt.



TOWN OF NEWTON  
RESOLUTION #228-2014

December 8, 2014 "Authorize Execution of Agreement Between the  
Town of Newton and the Newton Parking  
Authority"

**WHEREAS**, on January 15, 1982, the Town Council of the Town of Newton adopted an Ordinance authorizing the execution of an agreement with the Newton Parking Authority for the purpose of dedicating revenue from certain parking meters to said Parking Authority; and

**WHEREAS**, such agreements between governmental agencies and authorities may be extended each year by adoption of a Resolution of the Governing Body; and

**WHEREAS**, at a regular meeting of the Newton Parking Authority conducted on December 4, 2014, the members of the Authority approved an appropriate agreement for calendar year 2015 and authorized the Chairman and the Secretary to execute said agreement;

**NOW, THEREFORE BE IT RESOLVED**, by the Town Council of the Town of Newton that the Mayor and the Municipal Clerk are hereby authorized to execute said agreement with the Newton Parking Authority, dedicating revenue from certain parking meters to said Authority and describing certain services to be performed on behalf of the Authority by the Town of Newton during calendar year 2015.

CERTIFICATION

**THIS IS TO CERTIFY** that the above is a true copy of a Resolution adopted by the Town Council of the Town of Newton at a regular meeting of said Governing Body conducted on Monday, December 8, 2014.

Lorraine A. Read, RMC  
Municipal Clerk

## AGREEMENT

THIS AGREEMENT is made this 1<sup>st</sup> day of January, 2015, between the TOWN OF NEWTON, a public body corporate of the State of New Jersey (hereinafter called the "Town"), having its office at 39 Trinity Street in the Town of Newton, County of Sussex, and State of New Jersey; and the PARKING AUTHORITY OF THE TOWN OF NEWTON, a public body corporate of the State of New Jersey (hereinafter called the "Authority"), having its office at 39 Trinity Street in the Town of Newton, County of Sussex, and State of New Jersey.

WHEREAS, the Authority has been in existence since August 10, 1953 and has the management and control of various parking lots within the Town of Newton under its jurisdiction, in and upon which the Authority has caused to be made certain substantial improvements; and

WHEREAS, the Authority wishes to receive the income presently received by the Town from, or with respect to, the parking of motor vehicles in the streets or otherwise; including funds collected in parking meters located in and along streets or otherwise; and

WHEREAS, the Town presently performs certain administrative, maintenance, and police services on behalf of the Authority in the operation and management of its offices and functions;

NOW, THEREFORE, each of the parties hereto, for and in consideration of the premises and the mutual obligations herein, do hereby covenant and agree with the other as follows:

- 1) Commencing January 1, 2015 the Town pledges to the Authority and covenants and agrees with the Authority to pay to the Authority, all of any funds thereafter received by the Town for or with respect to the parking or storage of motor vehicles in the streets or otherwise; including funds collected from parking meters located in and along streets or otherwise.
- 2) The Town shall perform all administrative, maintenance and police services required to be performed by the Authority, for the Authority; including, but not limited to, bookkeeping, secretarial work, investment counseling, snow removal, cleaning, striping, and enforcement of Ordinances, rules and regulations related to the operation of the parking lots owned and operated by the Authority; and employment of one full-time and one part-time individual for Spring Street foot patrol and meter enforcement duties.

3) The Authority shall pay to the Town the sum of forty five-thousand dollars (\$45,000.00) per year for rendering of said services. Said forty five-thousand dollars (\$45,000.00) shall be due and payable quarterly as follows:

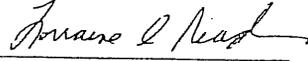
Eleven thousand, two-hundred and fifty dollars (\$11,250.00) commencing on the first day of March, 2015; and a like sum on the first day of June, 2015; the first day of September, 2015; and the first day of December, 2015. This Agreement may be terminated by either party upon ninety (90) days written notice to the other.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed on their behalf, and their respective seals to be hereunto affixed and attested to on the day and year first above written.

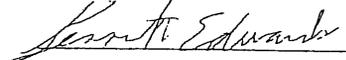
TOWN OF NEWTON

  
\_\_\_\_\_  
E. Kevin E. Elvidge  
Newton Mayor

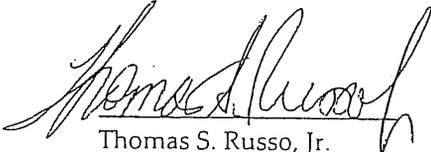
ATTEST:

  
\_\_\_\_\_  
Lorraine A. Read, RMC  
Municipal Clerk

PARKING AUTHORITY OF  
THE TOWN OF NEWTON

  
\_\_\_\_\_  
Kenneth Edwards  
Chairman

ATTEST:

  
\_\_\_\_\_  
Thomas S. Russo, Jr.  
Parking Authority Secy.

## Chapter 100. Fees and Costs

### § 100-15. Vehicles and traffic (Chapter 307).

- A. Parking meter fees (§ 307-24):
  - (1) One-hour zones: \$0.25 per hour.
- B. Parking lot meter fees (§ 307-35):  
[Amended 10-28-2013 by Ord. No. 2013-25]
  - (1) Lot No. 1 Adams Street Plaza.
    - (a) Each one hour: \$0.25.
    - (b) Ten-hour maximum.
  - (2) Lot No. 6 Main Street Plaza.
    - (a) Each one hour: \$0.25.
    - (b) Ten-hour maximum.
  - (3) Lot No. 3 Western Plaza, Lot No. 4 Central Plaza, Lot No. 5 Eastern Plaza.
    - (a) Each 1 1/2 hours: \$0.25.
    - (b) Ten-hour maximum.
- C. Parking passes may be purchased at the Municipal Building for the above metered lots at the following rates:
  - (1) Lot No. 1 Adams Street Plaza, Lot No. 3 Western Plaza, Lot No. 4 Central Plaza, and Lot No. 5 Eastern Plaza:  
[Amended 5-23-2011 by Ord. No. 2011-9; 10-28-2013 by Ord. No. 2013-25]
    - (a) Monthly: \$25, plus tax.\*
    - (b) Quarterly: \$75, plus tax.\*
    - (c) Annual: \$269, plus tax.\*
    - (d) Merchant, annual: two for \$269, plus tax.\*
    - (e) Merchant, semiannual: two for \$135, plus tax.\*
  - (2) Overnight parking pass:  
[Amended 10-13-2010 by Ord. No. 2010-21; 8-22-2011 by Ord. No. 2011-17]
    - (a)

Central Plaza (Lot No. 4), Western Plaza (Lot No. 3) and the Adams Street Lot (Lot No. 1) (residents and business night shift employees): \$15 monthly;\* \$180 annually.\*

(b) Tractor-trailer/box truck parking: \$100 annually.\*  
[Amended 11-26-2012 by Ord. No. 2012-26]

(c) Park and ride: free.  
[Amended 2-13-2012 by Ord. No. 2012-2]

\* Plus applicable New Jersey state sales tax.

D. Municipal lot annual parking pass.  
[Added 12-8-2014 by Ord. No. 2014-24]

- (1) For the twelve-hour period of 8:00 a.m. to 8:00 p.m.: \$150 per month.
- (2) For the twelve-hour period of 8:00 p.m. to 8:00 a.m.: \$150 per month.
- (3) Annual passes must be purchased and paid for, for the entire year, but may be prorated if passes are available. (See § 307-38F)

# AUTHORITY CONTACT INFORMATION

## 2016

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

<b>Name of Authority:</b>	NEWTON PARKING AUTHORITY		
<b>Federal ID Number:</b>	22-6002148		
	39 Trinity Street		
City, State, Zip:	Newton	NJ	07860
Phone: (ext.)	973-383-3521 ext. 224	Fax:	973-383-8961

<b>Preparer's Name:</b>	Dawn L. Babcock		
Preparer's Address:	39 Trinity Street		
City, State, Zip:	Newton	NJ	07860
Phone: (ext.)	973-383-3521 ext. 241	Fax:	973-383-8961
E-mail:	dbabcock@newtontownhall.com		

<b>Chief Executive Officer:</b>	Thomas S. Russo, Jr.		
Phone: (ext.)	973-383-3521 ext. 224	Fax:	973-383-8961
E-mail:	<a href="mailto:trusso@newtontownhall.com">trusso@newtontownhall.com</a>		

<b>Chief Financial Officer:</b>	Dawn L. Babcock		
Phone: (ext.)	973-383-3521 ext. 241	Fax:	973-383-8961
E-mail:	<a href="mailto:dbabcock@newtontownhall.com">dbabcock@newtontownhall.com</a>		

<b>Name of Auditor:</b>	Thomas Ferry		
Name of Firm:	Ferraioli, Wielkottz, Cerullo & Cuva, P.A.		
Address:	100B Main Street		
City, State, Zip:	Newton	NJ	07860
Phone: (ext.)	973-579-3212	Fax:	973-579-7128
E-mail:	<a href="mailto:tomcparma@gmail.com">tomcparma@gmail.com</a>		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## TOWN OF NEWTON PARKING

FISCAL YEAR: FROM: January 1, 2016 TO: December 31, 2016

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

- 1) Provide the number of individuals employed in calendar year 2014 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 0
- 2) Provide the amount of total salaries and wages for calendar year 2014 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 0
- 3) Provide the number of regular voting members of the governing body: **FIVE (5)**
- 4) Provide the number of alternate voting members of the governing body: N/A
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? **NO** *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required? **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 narrative. N/A**
- 11) Did the Authority pay for meals or catering during the current fiscal year? **NO** *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? YES *If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses.*
- 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 no debt *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.*

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

**TOWN OF NEWTON PARKING AUTHORITY**

**FISCAL YEAR: FROM: January 1, 2016 TO: December 31, 2016**

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

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

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

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

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

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

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

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

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

Town of Newton Parking Authority

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 the Authority (health benefits, pension, etc.)	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body	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	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)							
1 Kenneth Edwards	Chairman		X						none	none	none	none	none	\$ -	\$ -	\$ -	
2 Keith Mitchell	Vice Chairman		X						none	none	none	none	none	\$ -	\$ -	\$ -	
3 Jim Ciaravolo	Commissioner		X						none	none	none	none	none	\$ -	\$ -	\$ -	
4 Rev. Frank L Leone	Commissioner		X						none	none	none	none	none	\$ -	\$ -	\$ -	
5 Edward Dudes	Commissioner		X						none	none	none	none	none	\$ -	\$ -	\$ -	
6 Thomas S. Russo, Jr.	Secretary			X					none	none	none	none	none	\$ -	\$ -	\$ -	
7 Dawn L Babcock	Treasurer			X					none	none	none	none	none	\$ -	\$ -	\$ -	
8									-	-	-	-	-	-	-	-	-
9									-	-	-	-	-	-	-	-	-
0									-	-	-	-	-	-	-	-	-
1									-	-	-	-	-	-	-	-	-
2									-	-	-	-	-	-	-	-	-
3									-	-	-	-	-	-	-	-	-
4									-	-	-	-	-	-	-	-	-
5									-	-	-	-	-	-	-	-	-
Total:								\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Enter the total number of employees/ independent contractors who received more than \$100,000 in total reportable compensation for the most recent fiscal year completed:

# Schedule of Health Benefits - Detailed Cost Analysis

## Town of Newton Parking Authority

For the Period January 1, 2016 to December 31, 2016

	# 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 Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
<b>Active Employees - Health Benefits - Annual Cost</b>								
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!
<b>Commissioners - Health Benefits - Annual Cost</b>								
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!
<b>Retirees - Health Benefits - Annual Cost</b>								
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!
<b>GRAND TOTAL</b>			\$ -			\$ -	\$ -	#DIV/0!

Is medical coverage provided by the SHBP (Yes or No)?  
 Is prescription drug coverage provided by the SHBP (Yes or No)?





**2016 AUTHORITY BUDGET**

**Financial Schedules Section**

## 2016 Budget Summary

### Town of Newton Parking Authority

For the Period January 1, 2016 to December 31, 2016

	Proposed Budget				Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Parking Auth	N/A	N/A	N/A	Total All Operations	Total All Operations		
<b>REVENUES</b>								
Total Operating Revenues	\$ 74,650	\$ -	\$ -	\$ -	\$ 74,650	\$ 83,650	\$ (9,000)	-10.8%
Total Non-Operating Revenues	70	-	-	70	50	20	40.0%	
Total Anticipated Revenues	74,720	-	-	74,720	83,700	(8,980)	-10.7%	
<b>APPROPRIATIONS</b>								
Total Administration	16,220	-	-	16,220	18,600	(2,380)	-12.8%	
Total Cost of Providing Services	58,500	-	-	58,500	68,100	(9,600)	-14.1%	
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	#DIV/0!	
Total Operating Appropriations	74,720	-	-	74,720	86,700	(11,980)	-13.8%	
Total Interest Payments on Debt	-	-	-	-	-	-	#DIV/0!	
Total Other Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!	
Total Non-Operating Appropriations	-	-	-	-	-	-	#DIV/0!	
Accumulated Deficit	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	74,720	-	-	74,720	86,700	(11,980)	-13.8%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	3,000	(3,000)	-100.0%	
Net Total Appropriations	74,720	-	-	74,720	83,700	(8,980)	-10.7%	
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

## 2016 Revenue Schedule

### Town of Newton Parking Authority

For the Period January 1, 2016 to December 31, 2016

	Proposed Budget						Adopted Budget		\$ Increase (Decrease)	% Increase (Decrease)
	Parking Auth	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	Proposed vs. Adopted	Proposed vs. Adopted
									All Operations	All Operations
<b>OPERATING REVENUES</b>										
<i>Service Charges</i>										
Residential						\$ -	\$ -	\$ -		#DIV/0!
Business/Commercial						-	-	-		#DIV/0!
Industrial						-	-	-		#DIV/0!
Intergovernmental						-	-	-		#DIV/0!
Other						-	-	-		#DIV/0!
Total Service Charges						-	-	-		#DIV/0!
<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	42,000					42,000	57,060	(15,060)		-26.4%
Permits	32,000					32,000	25,940	6,060		23.4%
Fines/Penalties						-	-	-		#DIV/0!
Other						-	-	-		#DIV/0!
Total Parking Fees	74,000					74,000	83,000	(9,000)		-10.8%
<i>Other Operating Revenues (List)</i>										
Lease	650					650	650	-		0.0%
Other Revenue 2						-	-	-		#DIV/0!
Other Revenue 3						-	-	-		#DIV/0!
Other Revenue 4						-	-	-		#DIV/0!
Total Other Revenue	650					650	650	-		0.0%
Total Operating Revenues	74,650					74,650	83,650	(9,000)		-10.8%
<b>NON-OPERATING REVENUES</b>										
<i>Grants &amp; Entitlements (List)</i>										
Grant #1						-	-	-		#DIV/0!
Grant #2						-	-	-		#DIV/0!
Grant #3						-	-	-		#DIV/0!
Grant #4						-	-	-		#DIV/0!
Total Grants & Entitlements						-	-	-		#DIV/0!
<i>Local Subsidies &amp; Donations (List)</i>										
Local Subsidy #1						-	-	-		#DIV/0!
Local Subsidy #2						-	-	-		#DIV/0!
Local Subsidy #3						-	-	-		#DIV/0!
Local Subsidy #4						-	-	-		#DIV/0!
Total Local Subsidies & Donations						-	-	-		#DIV/0!
<i>Interest on Investments &amp; Deposits</i>										
Investments	70					70	50	20		40.0%
Security Deposits						-	-	-		#DIV/0!
Penalties						-	-	-		#DIV/0!
Other Investments						-	-	-		#DIV/0!
Total Interest	70					70	50	20		40.0%
<i>Other Non-Operating Revenues (List)</i>										
Other Non-Operating #1						-	-	-		#DIV/0!
Other Non-Operating #2						-	-	-		#DIV/0!
Other Non-Operating #3						-	-	-		#DIV/0!
Other Non-Operating #4						-	-	-		#DIV/0!
Total Non-Operating Revenues						-	-	-		#DIV/0!
Total Non-Operating Revenues	70					70	50	20		40.0%
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 74,720</b>	<b>\$ -</b>	<b>\$ 74,720</b>	<b>\$ 83,700</b>	<b>\$ (8,980)</b>	<b>-10.7%</b>				

# 2015 Adopted Revenue Schedule

## Town of Newton Parking Authority

	<i>Adopted Budget</i>						Total All Operations
	Parking Auth	N/A	N/A	N/A	N/A	N/A	
<b>OPERATING REVENUES</b>							
<i>Service Charges</i>							
Residential							\$ -
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Service Charges	-	-	-	-	-	-	-
<i>Connection Fees</i>							
Residential							-
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	-	-	-	-	-	-	-
<i>Parking Fees</i>							
Meters	57,060						57,060
Permits	25,940						25,940
Fines/Penalties							-
Other							-
Total Parking Fees	83,000	-	-	-	-	-	83,000
<i>Other Operating Revenues (List)</i>							
Lease	650						650
Other Revenue 2							-
Other Revenue 3							-
Other Revenue 4							-
Total Other Revenue	650	-	-	-	-	-	650
Total Operating Revenues	83,650	-	-	-	-	-	83,650
<b>NON-OPERATING REVENUES</b>							
<i>Grants &amp; Entitlements (List)</i>							
Grant #1							-
Grant #2							-
Grant #3							-
Grant #4							-
Total Grants & Entitlements	-	-	-	-	-	-	-
<i>Local Subsidies &amp; Donations (List)</i>							
Local Subsidy #1							-
Local Subsidy #2							-
Local Subsidy #3							-
Local Subsidy #4							-
Total Local Subsidies & Donations	-	-	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>							
Investments	50						50
Security Deposits							-
Penalties							-
Other Investments							-
Total Interest	50	-	-	-	-	-	50
<i>Other Non-Operating Revenues (List)</i>							
Other Non-Operating #1							-
Other Non-Operating #2							-
Other Non-Operating #3							-
Other Non-Operating #4							-
Total Non-Operating Revenues	-	-	-	-	-	-	-
Total Non-Operating Revenues	50	-	-	-	-	-	50
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 83,700</b>	<b>\$ -</b>	<b>\$ 83,700</b>				

## 2016 Appropriations Schedule

Town of Newton Parking Authority  
For the Period January 1, 2016 to December 31, 2016

	Proposed Budget						Adopted Budget			
	Parking Auth	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
							Total All Operations	All Operations	All Operations	All Operations
							\$ Increase (Decrease) Proposed vs. Adopted			% Increase (Decrease) Proposed vs. Adopted
<b>OPERATING APPROPRIATIONS</b>										
<i>Administration - Personnel</i>										
Salary & Wages							\$ -	\$ -	\$ -	#DIV/0!
Fringe Benefits							-	-	-	#DIV/0!
Total Administration - Personnel							-	-	-	#DIV/0!
<i>Administration - Other (List)</i>										
Office supply/Ad/Postage/Adm/Sp Event	720						720	1,750	(1,030)	-58.9%
Insurance	11,300						11,300	11,300	-	0.0%
Uniform	500						500	500	-	0.0%
Audit / Consultant	3,700						3,700	5,050	(1,350)	-26.7%
Miscellaneous Administration*							-	-	-	#DIV/0!
Total Administration - Other	16,220						16,220	18,600	(2,380)	-12.8%
Total Administration	16,220						16,220	18,600	(2,380)	-12.8%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages							-	-	-	#DIV/0!
Fringe Benefits							-	-	-	#DIV/0!
Total COPS - Personnel							-	-	-	#DIV/0!
<i>Cost of Providing Services - Other (List)</i>										
Contractual/Landscape/Vehicle Maint	42,000						42,000	50,000	(8,000)	-16.0%
Electric	12,500						12,500	12,500	-	0.0%
Materials & Supplies	2,000						2,000	2,600	(600)	-23.1%
Meter Maintenance	2,000						2,000	3,000	(1,000)	-33.3%
Miscellaneous COPS*							-	-	-	#DIV/0!
Total COPS - Other	58,500						58,500	68,100	(9,600)	-14.1%
Total Cost of Providing Services	58,500						58,500	68,100	(9,600)	-14.1%
Total Principal Payments on Debt Service in Lieu of Depreciation							-	-	-	#DIV/0!
Total Operating Appropriations	74,720						74,720	86,700	(11,980)	-13.8%
<b>NON-OPERATING APPROPRIATIONS</b>										
Total Interest Payments on Debt							-	-	-	#DIV/0!
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve							-	-	-	#DIV/0!
Municipality/County Appropriation							-	-	-	#DIV/0!
Other Reserves							-	-	-	#DIV/0!
Total Non-Operating Appropriations							-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS</b>	74,720						74,720	86,700	(11,980)	-13.8%
<b>ACCUMULATED DEFICIT</b>							-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	74,720						74,720	86,700	(11,980)	-13.8%
<b>UNRESTRICTED NET POSITION UTILIZED</b>										
Municipality/County Appropriation							-	-	-	#DIV/0!
Other							-	3,000	(3,000)	-100.0%
Total Unrestricted Net Position Utilized							-	3,000	(3,000)	-100.0%
<b>TOTAL NET APPROPRIATIONS</b>	\$ 74,720	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,720	\$ 83,700	\$ (8,980)	-10.7%

\* 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 \$ 3,736.00 \$ - \$ - \$ - \$ - \$ - \$ - \$ 3,736.00

# 2015 Adopted Appropriations Schedule

## Town of Newton Parking Authority

*Adopted Budget*

	Parking Auth	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages							\$ -
Fringe Benefits							-
Total Administration - Personnel	-	-	-	-	-	-	-
<i>Administration - Other (List)</i>							
Office supply/Ad/Postage/Adm/Sp Event	1,750						1,750
Insurance	11,300						11,300
Uniform	500						500
Audit / Consultant	5,050						5,050
Miscellaneous Administration*							-
Total Administration - Other	18,600	-	-	-	-	-	18,600
Total Administration	18,600	-	-	-	-	-	18,600
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages							-
Fringe Benefits							-
Total COPS - Personnel	-	-	-	-	-	-	-
<i>Cost of Providing Services - Other (List)</i>							
Contractual/Landscape/Vehicle Maint	50,000						50,000
Electric	12,500						12,500
Materials & Supplies	2,600						2,600
Meter Maintenance	3,000						3,000
Miscellaneous COPS*							-
Total COPS - Other	68,100	-	-	-	-	-	68,100
Total Cost of Providing Services	68,100	-	-	-	-	-	68,100
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-
Total Operating Appropriations	86,700	-	-	-	-	-	86,700
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	-	-	-	-	-	-	-
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	-	-	-	-	-	-	-
<b>TOTAL APPROPRIATIONS</b>	86,700	-	-	-	-	-	86,700
<b>ACCUMULATED DEFICIT</b>							
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	86,700	-	-	-	-	-	86,700
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other	3,000						3,000
Total Unrestricted Net Position Utilized	3,000	-	-	-	-	-	3,000
<b>TOTAL NET APPROPRIATIONS</b>	\$ 83,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 83,700

\* 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      \$4,335.00    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 4,335.00

# 5 Year Debt Service Schedule - Principal

Town of Newton Parking Authority

	<i>Fiscal Year Beginning in</i>						Total Principal Outstanding	
	Current Year (2015)	2016	2017	2018	2019	2020		2021
<i>Parking Auth</i>								
Debt Issuance #1								\$
Debt Issuance #2								
Debt Issuance #3								
Debt Issuance #4								
Total Principal								
<i>N/A</i>								
Debt Issuance #1								
Debt Issuance #2								
Debt Issuance #3								
Debt Issuance #4								
Total Principal								
<i>N/A</i>								
Debt Issuance #1								
Debt Issuance #2								
Debt Issuance #3								
Debt Issuance #4								
Total Principal								
<i>N/A</i>								
Debt Issuance #1								
Debt Issuance #2								
Debt Issuance #3								
Debt Issuance #4								
Total Principal								
<i>N/A</i>								
Debt Issuance #1								
Debt Issuance #2								
Debt Issuance #3								
Debt Issuance #4								
Total Principal								
<b>TOTAL PRINCIPAL ALL OPERATIONS</b>								
Total Principal	\$	-	-	-	-	-	-	-
	\$	-	-	-	-	-	-	-
	\$	-	-	-	-	-	-	-

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

	<i>Moody's</i>	<i>Fitch</i>	<i>Standard &amp; Pooirs</i>
Bond Rating			
Year of Last Rating			



# 2016 Net Position Reconciliation

Town of Newton Parking Authority  
For the Period January 1, 2016 to December 31, 2016

		<i>Proposed Budget</i>						
Parking Auth	N/A	N/A	N/A	N/A	N/A	N/A	Total All Operations	
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>							<b>\$ 462,799</b>	
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)							422,969	
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)							5,400	
Plus: Other Adjustments (attach schedule)							-	
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>							<b>45,230</b>	
Unrestricted Net Position Utilized to Balance Proposed Budget							-	
Unrestricted Net Position Utilized in Proposed Capital Budget							6,000	
Appropriation to Municipality/County (3)							-	
Total Unrestricted Net Position Utilized in Proposed Budget							6,000	
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>							<b>\$ 39,230</b>	
<b>(4)</b>							<b>\$ 39,230</b>	

(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      \$ 3,736      \$ -      \$ -      \$ -      \$ -      \$ -      \$ 3,736

(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.

2016  
TOWN OF  
NEWTON  
PARKING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2016 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

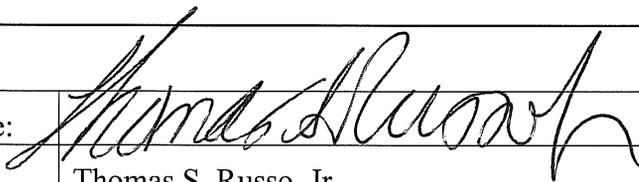
## TOWN OF NEWTON PARKING AUTHORITY

**FISCAL YEAR:**    **FROM:** January 1, 2016    **TO:** December 31,  
2016

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 Town of Newton Parking Authority, on the 5<sup>th</sup> day of November, 2015.

**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:	Thomas S. Russo, Jr.		
Title:	Town Manager/Parking Authority Secretary		
Address:	39 Trinity Street Newton, NJ 07860		
Phone Number:	973-383-3521 ext. 224	Fax Number:	973-383-8961
E-mail address	<a href="mailto:trusso@newtontownhall.com">trusso@newtontownhall.com</a>		

# 2016 CAPITAL BUDGET/PROGRAM MESSAGE

## Town of Newton Parking Authority

**FISCAL YEAR:** FROM: January 1, 2016 TO: December 31, 2016

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?

**YES**

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?

**YES**

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

**NO**

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.

**THE 2016 CAPITAL BUDGET IS \$2,000 LESS THAN THE AMOUNT OF THE 2015 BUDGET. AS 2015 REVENUES DECREASED, THE 2016 BUDGET HAS BEEN DECREASED.**

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.

**THE \$6,000 CAPITAL BUDGET WILL ALLOW FOR METER REPLACEMENTS.**

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.

**N/A**

*Add additional sheets if necessary.*

# 2016 Proposed Capital Budget

## Town of Newton Parking Authority

For the Period January 1, 2016 to December 31, 2016

	<i>Funding Sources</i>					
	<b>Estimated Total Cost</b>	<b>Unrestricted Net Position Utilized</b>	<b>Renewal &amp; Replacement Reserve</b>	<b>Debt Authorization</b>	<b>Capital Grants</b>	<b>Other Sources</b>
<i>Parking Auth</i>						
Capital Outlay	\$ 6,000	\$ 6,000				
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	6,000	6,000	-	-	-	-
<i>/A</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>/A</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>/A</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>/A</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>/A</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

## Town of Newton Parking Authority

For the Period January 1, 2016 to December 31, 2016

	Estimated Total Cost	Fiscal Year Beginning in					
		Current Year Proposed Budget	2017	2018	2019	2020	2021
<i>arking Auth</i>							
Capital Outlay	\$ 6,000	\$ 6,000					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	<u>6,000</u>	<u>6,000</u>	-	-	-	-	-
<i>/A</i>							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	<u>-</u>	<u>-</u>	-	-	-	-	-
<i>/A</i>							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	<u>-</u>	<u>-</u>	-	-	-	-	-
<i>/A</i>							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	<u>-</u>	<u>-</u>	-	-	-	-	-
<i>/A</i>							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	<u>-</u>	<u>-</u>	-	-	-	-	-
<i>/A</i>							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	<u>-</u>	<u>-</u>	-	-	-	-	-
<b>TOTAL</b>	<u>\$ 6,000</u>	<u>\$ 6,000</u>	\$ -	\$ -	\$ -	\$ -	\$ -

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

## Town of Newton Parking Authority

For the Period January 1, 2016 to December 31, 2016

### Funding Sources

	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Parking Auth</i>						
Capital Outlay	\$ 6,000	\$ 6,000				
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	6,000	6,000	-	-	-	-
<i>/A</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>/A</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>/A</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>/A</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>/A</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	\$ 6,000	\$ 6,000	\$ -	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 6,000					

- 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.