

**2024 AUTHORITY BUDGET
CERTIFICATION SECTION**

FISCAL YEAR 2024

Newton Parking Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2024 to December 31, 2024

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: _____ Date: 2/8/2024

2024 PREPARER'S CERTIFICATION

Newton Parking Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2024 to December 31, 2024

It is hereby certified that the Authority Budget, including 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 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:	mmiebach@newtontownhall.com
Name:	Monica B Miebach
Title:	CFO
Address:	39 Trinity Street Newton, NJ 07860
Phone Number:	973-383-3521X241
Fax Number:	973-383-8961
E-mail Address:	mmiebach@newtontownhall.com

AUTHORITY INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	https://newtontownhall.com/70/Parking-Authority
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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.
- 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 *(Similar information includes items such as Revenue and Expenditure pie charts, or other types of charts, along with other information that would be useful to the public in understanding the finances/budget of the Authority)*.
- The complete (all pages) annual audits (not the Audit Synopsis) for the most recent fiscal year and immediately preceding 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:	Thomas S. Russo Jr.
Title of Officer Certifying Compliance:	Town Manager/Secretary
Signature:	<u>trusso@newtontownhall.com</u>

2024 APPROVAL CERTIFICATION

Newton Parking Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2024 to December 31, 2024

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 Newton Parking Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on January 11, 2024.

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

Officer's Signature:	trusso@newtontownhall.com
Name:	Thomas S. Russo Jr.
Title:	Town Manager/Secretary
Address:	39 Trinity Street Newton, NJ 07860
Phone Number:	973-383-3521 X224
Fax Number:	973-383-8961
E-mail Address:	trusso@newtontownhall.com

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2024 ADOPTION CERTIFICATION

Newton Parking Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2024 to December 31, 2024

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 Newton Parking Authority, pursuant to N.J.A.C 5:31-2.3, on January 11, 2024.

Officer's Signature:	trusso@newtontownhall.com		
Name:	Thomas S. Russo, Jr.		
Title:	Secretary/Town Manager		
Address:	39 Trinity Street Newton, NJ 07860		
Phone Number:	973-383-3521 X224	Fax:	973-383-8961
E-mail address:	trusso@newtontownhall.com		

2024 ADOPTED BUDGET RESOLUTION

Newton Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

WHEREAS, the Annual Budget and Capital Budget/Program for the Newton Parking Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024 has been presented for adoption before the governing body of the Newton Parking Authority at its open public meeting of January 11, 2024; 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 presented for adoption reflects Total Revenues of \$129,000.00, Total Appropriations, including any Accumulated Deficit, if any, of \$117,000.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$12,000.00 and Total Unrestricted Net Position Utilized of \$12,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Newton Parking Authority at an open public meeting held on January 11, 2024 that the Annual Budget and Capital Budget/Program of the Newton Parking Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024 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.

trusso@newtontownhall.com
(Secretary's Signature)

1/11/2024
(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Keith Mitchell	X			
Kenneth Teets	X			
Kristen Shotwell-Vaitkevicius			X	
Alexandra Kweselait	X			
Robert Boyle			X	

**2024 AUTHORITY BUDGET
NARRATIVE AND INFORMATION SECTION**

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Newton Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

Answer all questions below using the space provided. Do not attach answers as a separate document.

1. Complete a brief statement on the Fiscal Year 2024 proposed Annual Budget and make comparison to the Fiscal Year 2023 adopted budget for each Revenues and Appropriations. Explain any variances over +/-10% (as shown on budget pages F-2 and F-4) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase or decrease in the budgeted line item, not just an indication of the amount and percent of change. Upload any supporting documentation that will help explain the reason for the increase or decrease in the budgeted line item.

The 2024 Budget has a conservative estimate of revenues. In 2023 we converted to credit card acceptance on street parking and lot parking. Also in 2023 a new Fee and Permit increase took place.

The Meter and Permit revenues for the 2024 Budget reflects our fee increase.

The Meter revenues are approximately 15%, and Permit revenues are 85% of actual revenue monies received.

Interest earned has been increased to reflect the rise in the interest rates.

Appropriations:

The insurance line has increased due to rate increases.

The Inter-Local Agreement between the Parking Authority and Newton has increased. This is due to increases in Salary & Wages, along with Fringes. Services performed by the Town such as lawn mowing, equipment maintenance, line painting.

The Contractual line for Services has increased. Representing a service contract for preventative maintenance.

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Program.

N/A

3. 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 anticipated a use of Unrestricted Net Position, this question must be answered.

N/A

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Newton Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

Answer all questions below using the space provided. Do not attach answers as a separate document.

4. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or 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/Municipal Budget, etc.)

The Newton Parking Authority enters into an Interlocal Service Agreement with the municipality 'Town of Newton' every year. See the at

5. The proposed budget must not reflect an anticipated deficit from 2023 operations. If there exists an accumulated deficit from prior year's budgets (and funding is included in the proposed budget as a result of a prior year 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.

N/A

(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?

tached agreement. The Town of Newton provides repairs, maintenance, snow plowing, line striping, cleaning, police and safety services, m

eter collection and administrative fundings to the Parking Authority. The Interlocal Service Agreement will be \$58,000.00 for 2024. This is re

presented in the Contractual, etc. line item.

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Newton Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

Answer the question below using the space provided.

6. Attach in FAST 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 rate structure, **if applicable**. (If no changes to fees or rates, indicate answer as "**Rates Are Staying The Same**".

Rates are Staying the Same.

AUTHORITY CONTACT INFORMATION

FISCAL YEAR 2024

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

Name of Authority:	Newton Parking Authority		
<i>Federal ID Number:</i>	N/A		
<i>Address:</i>	39 Trinity Street		
<i>City, State, Zip:</i>	Newton, NJ 07860		
<i>Phone: (ext.)</i>	973-383-3521X224	<i>Fax:</i>	973-383-8961

Preparer's Name:	Monica B Miebach		
<i>Preparer's Address:</i>	39 Trinity Street		
<i>City, State, Zip:</i>	Newton, NJ 07860		
<i>Phone: (ext.)</i>	973-383-3521X241	<i>Fax:</i>	973-383-8961
<i>E-mail:</i>	mmiebach@newtontownhall.com		

Chief Executive Officer*	Thomas S. Russo, Jr., Secretry/Town Manager		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	973-383-3521X224	<i>Fax:</i>	973-383-8961
<i>E-mail:</i>	trusso@newtontownhall.com		

Chief Financial Officer*	Monica B Miebach, CFO		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	973-383-3521X241	<i>Fax:</i>	973-383-8961
<i>E-mail:</i>	mmiebach@newtontownhall.com		

Name of Auditor:	John Mooney		
<i>Name of Firm:</i>	Nisivoccia		
<i>Address:</i>	11 Lawrence Road		
<i>City, State, Zip:</i>	Newton	NJ	07860
<i>Phone: (ext.)</i>	973-383-6699	<i>Fax:</i>	973-383-6555
<i>E-mail:</i>	jmooney@nisivoccia.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

Newton Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

1. Provide the number of individuals employed as reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statement:

2. Provide the amount of total salaries and wages reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statements:

3. Provide the number of regular voting members of the governing body:

(5 or 7 per State statute, possibly more for regional authorities)

4. Provide the number of alternate voting members of the governing body:

(Maximum is 2)

5. Regional Authorities Only - 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?

Check to see if individuals filed their FDS on the FDS webpage: <https://www.nj.gov/dca/divisions/dlgs/resources/fds.html>.

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.

6. Does the Authority have any amounts receivable from current or former commissioners, officers, key employees, or the highest compensated employee?

If "yes", provide a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.

7. 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?

b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee?

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?

If the answer to any of the above is "yes", provide 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.

8. 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.*

If "yes", provide a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.

9. Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. Attach a narrative of your Authority's procedures for all individuals listed on Page N-4 (2 of 2).

AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Newton Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

10. Did the Authority pay for meals or catering during the current fiscal year? No
If "yes", provide a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.

11. Did the Authority pay for travel expenses for any employee of individual listed on Page N-4? No
If "yes", provide a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.

12. 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", provide a description of the transaction including the name and position of the individual and the amount expended.

13. 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).

14. Did the Authority make any payments to current or former commissioners or employees for severance or termination? No
If "yes", provide explanation, including amount paid.

15. Did the Authority make 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", provide explanation including amount paid.

16. 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", provide 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.

AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Newton Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

17. 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.)?

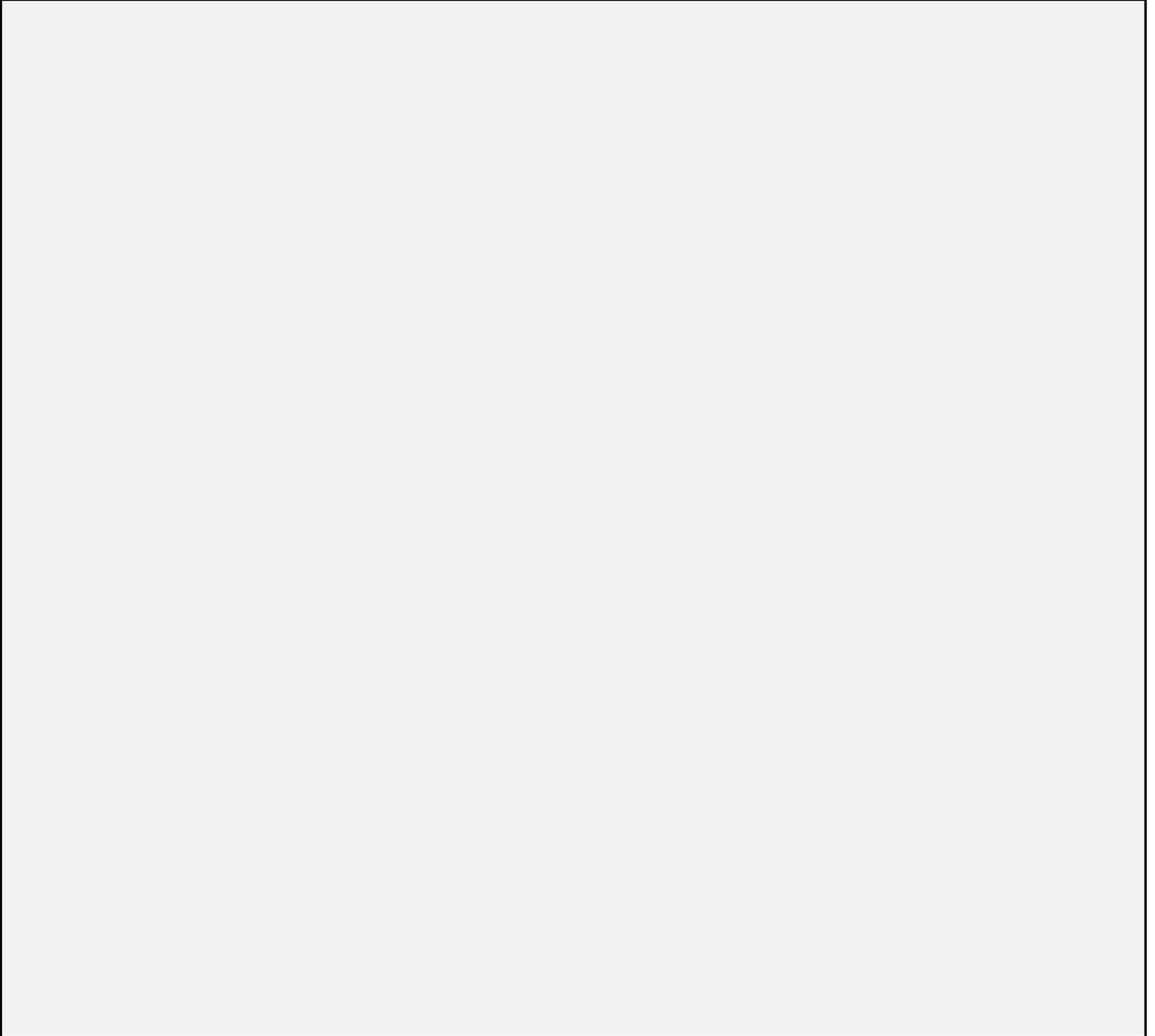
If "yes", provide description of the event or condition that resulted in the fine/assessment and indicate the amount of the fine/assessment.

AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Newton Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

Use the space below to provide clarification for any Questionnaire responses.



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

Newton Parking Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

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 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.
- 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 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 during the most recent fiscal year completed.

Commissioner: A member of the governing body of the authority with voting rights. Include alternates for the 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 officer as officers, if applicable. 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

- 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): The aggregate compensation that is reported (or 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.

Newton Parking Authority
For the Period January 01, 2024 to December 31, 2024

	Name	Title	Average Hours per Week Dedicated to Position	Position				Reportable Compensation from Authority (W-2/ 1099)			Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority		
				Commissioner	Officer	Key Employee	Highest Compensated	Former	Base Salary/ Stipend	Bonus			Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	
1	Robert Boyle	Commissioner		X					none	none	none	none	\$	-
2	Alexandra Kweselait	Commissioner		X					none	none	none	none	\$	-
3	Keith Mitchell	Commissioner		X					none	none	none	none	\$	-
4	Kenneth Teets	Commissioner		X					none	none	none	none	\$	-
5	Kristen Shotwell-Vaitkevicius	Commissioner		X					none	none	none	none	\$	-
6													\$	-
7	Thomas S. Russo, Jr.	Secretary			X				none	none	none	none	\$	-
8	Monica B. Miebach	Treasurer			X				none	none	none	none	\$	-
9													\$	-
10													\$	-
11													\$	-
12													\$	-
13													\$	-
14													\$	-
15													\$	-
16													\$	-
17													\$	-
18													\$	-
19													\$	-
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25													\$	-
26													\$	-
27													\$	-
28													\$	-
29													\$	-
30													\$	-
31													\$	-
32													\$	-
33													\$	-
34													\$	-
35													\$	-
Total:									\$	-	\$	-	\$	-

Schedule of Health Benefits - Detailed Cost Analysis

Newton Parking Authority

For the Period: January 01, 2024 to December 31, 2024

If no health benefits, check this box:

	# 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)
Active Employees - Health Benefits - Annual Cost								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	
Subtotal			-			-	-	
Commissioners - Health Benefits - Annual Cost								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	
Subtotal			-			-	-	
Retirees - Health Benefits - Annual Cost								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	
Subtotal			-			-	-	
GRAND TOTAL			-			-	-	

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

**2024 AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

Newton Parking Authority

For the Period: January 01, 2024 to December 31, 2024

	FY 2024 Proposed Budget						FY 2023 Adopted Budget	<i>\$ Increase (Decrease)</i>	<i>% Increase (Decrease)</i>	
	Parking	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations	Proposed vs. Adopted	Proposed vs. Adopted	
							Total All Operations	All Operations	All Operations	
REVENUES										
Total Operating Revenues	\$ 121,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 121,000	\$ 94,250	\$ 26,750	28.4%
Total Non-Operating Revenues	8,000	-	-	-	-	-	8,000	1,750	6,250	357.1%
Total Anticipated Revenues	129,000	-	-	-	-	-	129,000	96,000	33,000	34.4%
APPROPRIATIONS										
Total Administration	21,435	-	-	-	-	-	21,435	18,435	3,000	16.3%
Total Cost of Providing Services	95,565	-	-	-	-	-	95,565	75,565	20,000	26.5%
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Operating Appropriations	117,000	-	-	-	-	-	117,000	94,000	23,000	24.5%
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	117,000	-	-	-	-	-	117,000	94,000	23,000	24.5%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	117,000	-	-	-	-	-	117,000	94,000	23,000	24.5%
ANTICIPATED SURPLUS (DEFICIT)	\$ 12,000	\$ -	\$ 12,000	\$ 2,000	\$ 10,000	500.0%				

Revenue Schedule

Newton Parking Authority
For the Period: January 01, 2024 to December 31, 2024

	FY 2024 Proposed Budget						FY 2023 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Parking	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations	Total All Operations	All Operations	
							Total All Operations	All Operations	All Operations	
OPERATING REVENUES										
<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	17,438						17,438	13,425	4,013	29.9%
Permits	98,812						98,812	76,075	22,737	29.9%
Fines/Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Parking Fees	116,250	-	-	-	-	-	116,250	89,500	26,750	29.9%
<i>Other Operating Revenues (List)</i>										
Lease	750						750	750	-	0.0%
RPM Lease of Lot	4,000						4,000	4,000	-	0.0%
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
Total Other Revenue	4,750	-	-	-	-	-	4,750	4,750	-	0.0%
Total Operating Revenues	121,000	-	-	-	-	-	121,000	94,250	26,750	28.4%
NON-OPERATING REVENUES										
<i>Other Non-Operating Revenues (List)</i>										
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	-	-	#DIV/0!
<i>Interest on Investments & Deposits (List)</i>										
Interest Earned	8,000						8,000	1,750	6,250	357.1%
Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Interest	8,000	-	-	-	-	-	8,000	1,750	6,250	357.1%
Total Non-Operating Revenues	8,000	-	-	-	-	-	8,000	1,750	6,250	357.1%
TOTAL ANTICIPATED REVENUES	\$ 129,000	\$ -	\$ 129,000	\$ 96,000	\$ 33,000	34.4%				

Appropriations Schedule

Newton Parking Authority
For the Period: January 01, 2024 to December 31, 2024

	FY 2024 Proposed Budget						FY 2023 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Parking	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations	Total All Operations	All Operations	
OPERATING APPROPRIATIONS										
<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/Admin	900						900	900	-	0.0%
Insurance	14,000						14,000	12,000	2,000	16.7%
Uniform	1,200						1,200	1,200	-	0.0%
Audit/Consultant	5,335						5,335	4,335	1,000	23.1%
Miscellaneous Administration*							-	-	-	#DIV/0!
Total Administration - Other	21,435	-	-	-	-	-	21,435	18,435	3,000	16.3%
Total Administration	21,435	-	-	-	-	-	21,435	18,435	3,000	16.3%
<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 & Gas	79,450						79,450	59,700	19,750	33.1%
Electric & E-Ticket	7,315						7,315	7,065	250	3.5%
Materials & Supplies	3,300						3,300	3,300	-	0.0%
Meter/Lot Maintenance	5,500						5,500	5,500	-	0.0%
Miscellaneous COPS*							-	-	-	#DIV/0!
Total COPS - Other	95,565	-	-	-	-	-	95,565	75,565	20,000	26.5%
Total Cost of Providing Services	95,565	-	-	-	-	-	95,565	75,565	20,000	26.5%
Total Principal Payments on Debt Service in Lieu of Depreciation							-	-	-	#DIV/0!
Total Operating Appropriations	117,000	-	-	-	-	-	117,000	94,000	23,000	24.5%
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt							-	-	-	#DIV/0!
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve							-	-	-	#DIV/0!
Municipality/County Appropriation							-	-	-	#DIV/0!
Other Reserves							-	-	-	#DIV/0!
Total Non-Operating Appropriations							-	-	-	#DIV/0!
TOTAL APPROPRIATIONS	117,000	-	-	-	-	-	117,000	94,000	23,000	24.5%
ACCUMULATED DEFICIT										
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	117,000	-	-	-	-	-	117,000	94,000	23,000	24.5%
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized							-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 117,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 117,000	\$ 94,000	\$ 23,000	24.5%

* 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 \$ 5,850.00 \$ - \$ - \$ - \$ - \$ - \$ 5,850.00

Prior Year Adopted Appropriations Schedule

Newton Parking Authority

FY 2023 Adopted Budget

	Parking	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages							\$ -
Fringe Benefits							-
Total Administration - Personnel	-	-	-	-	-	-	-
<i>Administration - Other (List)</i>							
Office Supply/Ad/Postage/Admin	900						900
Insurance	12,000						12,000
Uniform	1,200						1,200
Audit/Consultant	4,335						4,335
Miscellaneous Administration*							-
Total Administration - Other	18,435	-	-	-	-	-	18,435
Total Administration	18,435	-	-	-	-	-	18,435
<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 & Gas	59,700						59,700
Electric & E-Ticket	7,065						7,065
Materials & Supplies	3,300						3,300
Meter/Lot Maintenance	5,500						5,500
Miscellaneous COPS*							-
Total COPS - Other	75,565	-	-	-	-	-	75,565
Total Cost of Providing Services	75,565	-	-	-	-	-	75,565
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-
Total Operating Appropriations	94,000	-	-	-	-	-	94,000
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	-	-	-	-	-	-	-
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	-	-	-	-	-	-	-
TOTAL APPROPRIATIONS	94,000	-	-	-	-	-	94,000
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	94,000	-	-	-	-	-	94,000
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other							-
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 94,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 94,000

* 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	\$ 4,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,700.00
--------------------------------------	-------------	------	------	------	------	------	------	-------------

Debt Service Schedule - Principal

Newton Parking Authority

If Authority has no debt, check this box:

Fiscal Year Ending in

	Date of Local Finance Board Approval	<i>Fiscal Year Ending in</i>								Total Principal Outstanding
		2023 (Adopted Budget)	2024 (Proposed Budget)	2025	2026	2027	2028	2029	Thereafter	
<i>Parking</i>										\$ -
Total Principal		-	-	-	-	-	-	-	-	-
<i>Operation #2</i>										-
Total Principal		-	-	-	-	-	-	-	-	-
<i>Operation #3</i>										-
Total Principal		-	-	-	-	-	-	-	-	-
<i>Operation #4</i>										-
Total Principal		-	-	-	-	-	-	-	-	-
<i>Operation #5</i>										-
Total Principal		-	-	-	-	-	-	-	-	-
<i>Operation #6</i>										-
Total Principal		-	-	-	-	-	-	-	-	-
TOTAL PRINCIPAL ALL OPERATIONS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<i>Indicate the Authority's most recent bond rating and the year of the rating by ratings service.</i>			
	Moody's	Fitch	Standard & Poors
Bond Rating	_____	_____	_____
Year of Last Rating	_____	_____	_____

Debt Service Schedule - Interest

Newton Parking Authority

If Authority has no debt, check this box:

Fiscal Year Ending in _____

	2023 (Adopted Budget)	2024 (Proposed Budget)	2025	2026	2027	2028	2029	Thereafter	Total Interest Payments Outstanding
<i>Parking</i>									
									\$ -
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>Operation #2</i>									
									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>Operation #3</i>									
									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>Operation #4</i>									
									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>Operation #5</i>									
									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>Operation #6</i>									
									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
TOTAL INTEREST ALL OPERATIONS	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Net Position Reconciliation

Newton Parking Authority

For the Period: January 01, 2024 to December 31, 2024

FY 2024 Proposed Budget

		Operation #2	#3	#4	#5	#6	Total All Operations
TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)	\$ 638,203						\$ 638,203
Less: Invested in Capital Assets, Net of Related Debt (1)	421,873						421,873
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)	8,576						8,576
Total Unrestricted Net Position (1)	207,754	-	-	-	-	-	207,754
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)							-
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							-
Plus: Estimated Income (Loss) on Current Year Operations (2)							-
Plus: Other Adjustments (attach schedule)							-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	207,754	-	-	-	-	-	207,754
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	12,000	-	-	-	-	-	12,000
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	12,000	-	-	-	-	-	12,000
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR							
Last issued Audit Report (4)	\$ 195,754	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 195,754

(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 \$ 5,850 \$ - \$ - \$ - \$ - \$ - \$ 5,850

(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.

FISCAL YEAR 2024

Newton Parking Authority

(Authority Name)

2024 AUTHORITY CAPITAL BUDGET/PROGRAM

2024 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Newton Parking Authority

(Authority Name)

Fiscal Year: January 01, 2024 to December 31, 2024

Check the box for the applicable statement below:

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, of governing body of the Newton Parking Authority, on January 11, 2024.

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

Officer's Signature:	trusso@newtontownhall.com
Name:	Thomas S. Russo, Jr.
Title:	Secretary/Town Manager
Address:	39 Trinity Street Newton, NJ 07860
Phone Number:	973-383-3521 X224
Fax Number:	973-383-8961
E-mail Address:	trusso@newtontownhall.com

2024 CAPITAL BUDGET/PROGRAM MESSAGE

Newton Parking Authority

Fiscal Year: January 01, 2024 to December 31, 2024

Answer all questions below using the space provided.

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?

Yes

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

Yes

Yes

Yes

3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?

No

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 increase).

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

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

Proposed Capital Budget

Newton Parking Authority

For the Period: January 01, 2024 to December 31, 2024

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Parking</i>						
Various Capital	\$ 12,000	\$ 12,000				
	-					
	-					
Total	12,000	12,000 - - - -				
<i>Operation #2</i>						
	-					
	-					
	-					
Total	-	- - - - -				
<i>Operation #3</i>						
	-					
	-					
	-					
Total	-	- - - - -				
<i>Operation #4</i>						
	-					
	-					
	-					
Total	-	- - - - -				
<i>Operation #5</i>						
	-					
	-					
	-					
Total	-	- - - - -				
<i>Operation #6</i>						
	-					
	-					
	-					
Total	-	- - - - -				
TOTAL PROPOSED CAPITAL BUDGET	\$ 12,000	\$ 12,000 \$ - \$ - \$ - \$ -				

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

5 Year Capital Improvement Plan

Newton Parking Authority

For the Period: January 01, 2024 to December 31, 2024

Fiscal Year Ending in

	Estimated Total Cost	2024 (Proposed Budget)	2025	2026	2027	2028	2029
<i>Parking</i>							
	\$ 12,000	\$ 12,000					
	-	-					
	-	-					
	-	-					
Total	12,000	12,000	-	-	-	-	-
<i>Operation #2</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #3</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #4</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #5</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #6</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 12,000	\$ 12,000	\$ -				

5 Year Capital Improvement Plan Funding Sources

Newton Parking Authority

For the Period: January 01, 2024 to December 31, 2024

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Parking</i>						
Various Capital	\$ 12,000	\$ 12,000				
	-					
	-					
Total	12,000	12,000 - - - -				
<i>Operation #2</i>						
	-					
	-					
	-					
Total	-	- - - - -				
<i>Operation #3</i>						
	-					
	-					
	-					
Total	-	- - - - -				
<i>Operation #4</i>						
	-					
	-					
	-					
Total	-	- - - - -				
<i>Operation #5</i>						
	-					
	-					
	-					
Total	-	- - - - -				
<i>Operation #6</i>						
	-					
	-					
	-					
Total	-	- - - - -				
TOTAL	\$ 12,000	\$ 12,000 \$ - \$ - \$ - \$ -				
Total 5 Year Plan per CB-4	\$ 12,000					
Balance check	-	- <i>If amount is other than zero, verify that projects listed above match projects listed on CB-4.</i>				

**Annual List of Change Orders Approved
Pursuant to N.J.A.C. 5:30-11**

Contracting Unit: Newton Parking Authority Year Ending: December 31, 2022

The following is a complete list of all change orders which caused the originally awarded contract price to be exceeded by more than 20 percent. For regulatory details please consult N.J.A.C. 5:30-11.1 et seq. Please identify each change order by name of the project.

For each change order listed above, submit with introduced budget a copy of the governing body resolution authorizing the change order and an Affidavit of Publication for the newspaper notice required by N.J.A.C. 5:30-11.9(d). (Affidavit must include a copy of the newspaper notice.)

If you have not had a change order exceeding the 20 percent threshold for the year indicated above, please check here and certify below.

11/2/2023
Date

trusso@newtontownhall.com
Clerk/Secretary to the Governing Body

Appendix to Budget Document

