

State of New Jersey
Department of Community Affairs
Division of Local Government Services
2019 ADOPTED HACKETTSTOWN PARKING AUTHORITY BUDGET
ADOPTED BUDGET TRANSMITTAL PACKAGE (After Adoption of Budget)


Submit all budget related materials in one package to: *Bureau of Authority Regulation Affairs, Division of Local Government Services, 101 South Broad Street, P.O. Box 803, Trenton, NJ 08625-0803*. Check the box of each item to indicate that it is included in budget or has been completed.

Adopted Authority Budget Document

- ☒ 2 copies of the Adopted budget document submitted that includes all pages completed
 - ☒ All items on the Introduced Budget Transmittal Package completed and included
 - ☒ Page C-6 Signed with Manual Signature along with title, address, e-mail address, phone number and fax number.
 - ☒ Page C-7 Resolution of the Authority governing body approving the introduced budget is enclosed with recorded vote
- Note: Aye Votes must total a majority of the full membership of the governing body (Not including Alternates in total)**

PDF of Adopted Budget (All pages)

- ☒ Submit a pdf copy of the budget package (Adopted) to authoritiesunit@dca.nj.gov with the name of the authority in the subject line along with wording Adopted Budget.

Official's Signature:			
Name:	Kathleen Block		
Title:	Secretary		
Address:	P.O. Box 216, Hackettstown, New Jersey 07840		
Phone Number:	(908) 852-8660	Fax Number:	(908) 852-5728
E-mail address:	blockkathy@ymail.com		

2019 ADOPTED BUDGET RESOLUTION

HACKETTSTOWN PARKING AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2019 TO: DECEMBER 31, 2019

WHEREAS, the Annual Budget and Capital Budget/Program for the Hackettstown Parking for the fiscal year beginning January 1, 2019 and ending, December 31, 2019 has been presented for adoption before the governing body of the Hackettstown Parking at its open public meeting of November 5, 2018; 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 \$65,485, Total Appropriations, including any Accumulated Deficit, if any, of 72,460 and Total Unrestricted Net Position utilized of \$6,975; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$34,400 and Total Unrestricted Net Position planned to be utilized of \$-0-; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Hackettstown Parking, at an open public meeting held on November 5, 2018 that the Annual Budget and Capital Budget/Program of the Hackettstown Parking for the fiscal year beginning January 1, 2019 and ending, December 31, 2019 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.

Kathleen Block
(Secretary's Signature)

11/5/18
(Date)

Governing Body Member:	Recorded Vote Aye	Nay	Abstain	Absent
Bill Kuster	X			
Christine LaBadie				X
Peter Paftino	X			
Warren Wilson	X			
Leonard Kunz	X			

Sworn to and subscribed
before me this
5th day of November, 2018

Paola J. Reilly

PAOLA J. REILLY
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires 7/8/2020

My Commission Expires 10/10/20
NOTARY PUBLIC OF NEW JERSEY
BARBARA J. REILLY
Sworn to and subscribed
before me this
day of 20

2019 ADOPTION CERTIFICATION

HACKETTSTOWN PARKING AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2019 TO: DECEMBER 31, 2019

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 Hackettstown Parking, pursuant to N.J.A.C. 5:31-2.3, on the 5th day of, November, 2018.

Officer's Signature:			
Name:	Kathleen Block		
Title:	Secretary		
Address:	PO Box 210 Hackettstown, NJ 07840		
Phone Number:	908-852-8660	Fax Number:	908-852-2528
E-mail address	blockkathy@ymail.com		

Authority Budget of:

HACKETTSTOWN PARKING AUTHORITY

State Filing Year

2019

APPROVED COPY

For the Period:

January 1, 2019

to

December 31, 2019

WWW.HACKETTSTOWN.NET/PARKING-AUTHORITY

Authority Web Address

Department Of



**Community
Affairs**

APPROVED COPY

Division of Local Government Services

2019 AUTHORITY BUDGET

Certification Section

2019

HACKETTSTOWN PARKING

AUTHORITY BUDGET

FISCAL YEAR: FROM JANUARY 1, 2019 TO DECEMBER 31, 2019

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D. Gwert CPA, RMA Date: 10/26/2018

CERTIFICATION OF ADOPTED BUDGET

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

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

By: _____ Date: _____

2019 PREPARER'S CERTIFICATION

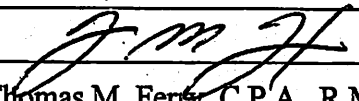
HACKETTSTOWN PARKING

AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2019 TO: DECEMBER 31, 2019

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:	Thomas M. Ferry, C.P.A., R.M.A.		
Title:	Auditor		
Address:	100B Main Street, Newton, NJ 07860		
Phone Number:	973-579-3212 x402	Fax Number:	973-579-7128
E-mail address	tferry@fwcc-cpa.com		

2019 APPROVAL CERTIFICATION

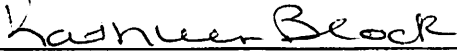
HACKETTSTOWN PARKING

AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2019 TO: DECEMBER 31, 2019

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 Hackettstown Parking Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the day of October 18 , 2018.

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:	Kathleen Block		
Title:	Secretary		
Address:	PO Box 210 Hackettstown, NJ 07840		
Phone Number:	908-852-8660	Fax Number:	908-852-2528
E-mail address	blockkathy@ymail.com		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	www.hackettstown.net/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
- ☒ Budgets for the current fiscal year and immediately preceding two prior years
- ☒ The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (**Similar Information is such as PIE Charts, Bar Graphs etc. for such items as Revenues, Expenditures, and other information the Authority deems relevant to inform the public**)
- ☒ The 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
- ☒ 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

Kathleen Block

Title of Officer Certifying compliance

Secretary

Signature

Kathleen Block

2019 AUTHORITY BUDGET RESOLUTION HACKETTSTOWN PARKING

FISCAL YEAR: FROM: JANUARY 1, 2019 TO: DECEMBER 31, 2019

WHEREAS, the Annual Budget and Capital Budget for the Hackettstown Parking Authority for the fiscal year beginning, January 1, 2019 and ending, December 31, 2019 has been presented before the governing body of the Hackettstown Parking Authority at its open public meeting of October 18, 2018; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$65,485, Total Appropriations, including any Accumulated Deficit if any, of \$72,460 and Total Unrestricted Net Position utilized of \$6,975; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$34,400 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$-0-; 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 Hackettstown Parking Authority, at an open public meeting held on October 18, 2018 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Hackettstown Parking Authority for the fiscal year beginning, January 1, 2019, and ending, December 31, 2019 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 Hackettstown Parking will consider the Annual Budget and Capital Budget/Program for adoption on November 5, 2018.

Kathleen Block
(Secretary's Signature)

10/18/18
(Date)

Governing Body Member:	Recorded Vote Aye	Nay	Abstain	Absent
Bill Kuster	X			
Christine LaBadie	X			
Peter Paftino	X			
Warren Wilson				X
Leonard Kunz	X			

Sworn to and subscribed
before me this

18th day of October, 2018

Paola J. Reilly

PAOLA J. REILLY
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires 7/8/2020

Sworn to and subscribed
before me this _____ day of _____

PAOLA J. REILLY
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires 11/15/2020

2019 AUTHORITY BUDGET

Narrative and Information Section

2019 AUTHORITY BUDGET MESSAGE & ANALYSIS HACKETTSTOWN PARKING AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2019 TO: DECEMBER 31, 2019

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

1. Complete a brief statement on the 2019/2019-2020 proposed Annual Budget and make comparison to the 2018/2018-2019 adopted budget for each operation. Explain any variances over +/-10% (As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 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.

The Town of Hackettstown Parking Authority proposes a budget totaling \$72,460 for fiscal year 2019 compared to \$70,000 budgeted for fiscal year 2018. The major increase was for \$1,000 for sign maintenance which is included in 2019 but not in 2018.

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% (As shown on budget page F-2 explain reason for change for each revenue changing more than 10%) from the current year adopted budget.

The proposed Annual Budget for fiscal year 2019 will have no impact on the customer charges. Revenues to support the Budget are derived from metered and permit parking at various lots and streets within the Town of Hackettstown. The use of Unrestricted Net Position has decreased from \$13,600 in 2018 to \$6,975 in 2019.

Meter rent has increased based upon estimated rents and also a new personnel policy is in place where more tickets are being issued which could be the reason for more rents and fines. Permits are down based upon the 12 month estimate. Other (rents) are down because of known renters not renewing the rent agreement.

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

The Town's economy continues to recover and will continue to have a minor impact on the proposed Annual Budget as the Authority will continue using its Unrestricted Net Position to balance its Budget.

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.

Unrestricted Net Position is being used in the 2019 fiscal year budget to balance the budget.

2019 AUTHORITY BUDGET MESSAGE & ANALYSIS
HACKETTSTOWN PARKING
AUTHORITY BUDGET
(CONTINUED)

FISCAL YEAR: FROM: JANUARY 1, 2019 TO: DECEMBER 31, 2019

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.).

This is not applicable for the Authority.

6. The proposed budget must not reflect an anticipated deficit from 2019/2019-2020 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. **(Prepare a response to deficits caused by the implementation of GASB 68)**

This is not applicable for the Authority.

7. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) **if it has been changed since the prior year budget submission** and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, **if applicable**.

There are no changes to the Authority's existing rate structure.

2019 AUTHORITY BUDGET MESSAGE & ANALYSIS

HACKETTSTOWN PARKING

AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2019 TO: DECEMBER 31, 2019

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

1. Complete a brief statement on the 2019/2019-2020 proposed Annual Budget and make comparison to the 2018/2018-2019 adopted budget for each operation. Explain any variances over +/-10% (As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 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.

The Town of Hackettstown Parking Authority proposes a budget totaling \$72,460 for fiscal year 2019 compared to \$70,000 budgeted for fiscal year 2018. The major increase was for \$1,000 for sign maintenance which is included in 2019 but not in 2018.

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% (As shown on budget page F-2 explain reason for change for each revenue changing more than 10%) from the current year adopted budget.

The proposed Annual Budget for fiscal year 2019 will have no impact on the customer charges. Revenues to support the Budget are derived from metered and permit parking at various lots and streets within the Town of Hackettstown. The use of Unrestricted Net Position has decreased from \$13,600 in 2018 to \$6,975 in 2019.

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

The Town's economy continues to recover and will continue to have a minor impact on the proposed Annual Budget as the Authority will continue using its Unrestricted Net Position to balance its Budget.

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.

Unrestricted Net Position is being used in the 2019 fiscal year budget to balance the budget.

2019 AUTHORITY BUDGET MESSAGE & ANALYSIS
HACKETTSTOWN PARKING
AUTHORITY BUDGET
(CONTINUED)

FISCAL YEAR: FROM: JANUARY 1, 2019 TO: DECEMBER 31, 2019

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.).

This is not applicable for the Authority.

6. The proposed budget must not reflect an anticipated deficit from 2019/2019-2020 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. **(Prepare a response to deficits caused by the implementation of GASB 68)**

This is not applicable for the Authority.

7. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) **if it has been changed since the prior year budget submission** and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, if applicable.

There are no changes to the Authority's existing rate structure.

AUTHORITY CONTACT INFORMATION

2019

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

Name of Authority:	HACKETTSTOWN PARKING AUTHORITY		
Federal ID Number:	22-2286374		
Address:	P. O. Box 216		
City, State, Zip:	HACKETTSTOWN	NJ	07840
Phone: (ext.)	908-852-8660	Fax:	908-852-5728

Preparer's Name:	THOMAS M. FERRY, C.P.A., R.M.A.		
Preparer's Address:	100B MAIN STREET		
City, State, Zip:	NEWTON	NJ	07860
Phone: (ext.)	973-579-3212 (402)	Fax:	973-579-7128
E-mail:	tferry@fwcc-cpa.com		

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

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

Name of Auditor:	THOMAS M. FERRY, C.P.A., R.M.A.		
Name of Firm:	FERRAIOLI, WIELKOTZ, CERULLO & CUVA, PA		
Address:	100B MAIN STREET		
City, State, Zip:	NEWTON	NJ	07860
Phone: (ext.)	973-579-3212 (402)	Fax:	973-579-7128
E-mail:	tferry@fwcc-cpa.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

HACKETTSTOWN PARKING AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2019 TO: DECEMBER 31, 2019

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2017 or 2018) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 3
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2017 or 2018) Transmittal of Wage and Tax Statements: 36,224
- 3) Provide the number of regular voting members of the governing body: 5
- 4) Provide the number of alternate voting members of the governing body: None
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? No If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2018 or 2019 deadline has passed 2018 or 2019) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee? No
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? No
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NoIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. No If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. *Attach a narrative of your Authority's procedures for all employees.*
- 11) Did the Authority pay for meals or catering during the current fiscal year? 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. (If your authority does not allow for reimbursements indicate that in answer)*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? No *If "yes," attach explanation including amount paid.*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? No *If "yes," attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? Not Applicable – No Debt *If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. (If no bonded Debt answer is Not Applicable)*
- 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
HACKETTSTOWN PARKING AUTHORITY**

FISCAL YEAR: FROM: JANUARY 1, 2019 TO: DECEMBER 31, 2019

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

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

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

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

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

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

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

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

Reportable compensation: (Use the Most Recent W-2 available 2017 or 2018. The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2019, the most recent W-2 and 1099 should be used 2018 or 2017 (60 days prior to start of budget year is November 1, 2018, with 2017 being the most recent calendar year ended), and for fiscal years ending June 30, 2019, the calendar year 2018 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2018, with 2018 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.

HACKETTSTOWN PARKING AUTHORITY
For the Period January 1, 2019 to December 31, 2019

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

Schedule of Health Benefits - Detailed Cost Analysis

HACKETTSTOWN PARKING AUTHORITY
For the Period January 1, 2019 to December 31, 2019

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

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

NO Yes or No

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

NO Yes or No

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

Schedule of Accumulated Liability for Compensated Absences

HACKETTSTOWN PARKING AUTHORITY

For the Period

January 1, 2019

to

December 31, 2019

Complete the below table for the Authority's accrued liability for compensated absences.

X *Box if Authority has no Compensated Absences*

XXXXXXXXXXXXXXXXXXXX

Legal Basis for Benefit
(check applicable items)

[illegible]

Total liability for accumulated compensated absences at beginning of current year	\$ -
---	------

The total Amount Should agree to most recently issued audit report for the Authority

Schedule of Shared Service Agreements

HACKETTSTOWN PARKING AUTHORITY

For the Period

January 1, 2019

to

December 31, 2019

Enter the shared service agreements that the Authority currently engages in and identify the amount that is received/paid for those services.

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority

If No Shared Services X this Box

XXXXXX

2019 AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

HACKETTSTOWN PARKING AUTHORITY

For the Period January 1, 2019 to December 31, 2019

	FY 2019 Proposed Budget						FY 2018 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	PARKING	N/A	N/A	N/A	N/A	N/A	Total All Operations	All Operations	All Operations
REVENUES									
Total Operating Revenues	\$ 65,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,300	\$ 56,215	\$ 9,085 16.2%
Total Non-Operating Revenues	185	-	-	-	-	-	185	-	0.0%
Total Anticipated Revenues	65,485	-	-	-	-	-	65,485	56,400	9,085 16.1%
APPROPRIATIONS									
Total Administration	24,900	-	-	-	-	-	24,900	24,100	800 3.3%
Total Cost of Providing Services	42,560	-	-	-	-	-	42,560	40,900	1,660 4.1%
Total Principal Payments on Debt Service In Lieu of Depreciation	-	-	-	-	-	-	-	-	#DIV/0!
Total Operating Appropriations	67,460	-	-	-	-	-	67,460	65,000	2,460 3.8%
Total Interest Payments on Debt	-	-	-	-	-	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	5,000	-	-	-	-	-	5,000	5,000	- 0.0%
Total Non-Operating Appropriations	5,000	-	-	-	-	-	5,000	5,000	- 0.0%
Accumulated Deficit	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	72,460	-	-	-	-	-	72,460	70,000	2,460 3.5%
Less: Total Unrestricted Net Position Utilized	6,975	-	-	-	-	-	6,975	13,600	(6,625) -48.7%
Net Total Appropriations	65,485	-	-	-	-	-	65,485	56,400	9,085 16.1%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Revenue Schedule

HACKETTSTOWN PARKING AUTHORITY

For the Period January 1, 2019 to December 31, 2019

	FY 2019 Proposed Budget						FY 2018 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	PARKING	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total 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	56,000						56,000	47,100	8,900 18.9%
Permits	2,500						2,500	3,015	(515) -17.1%
Fines/Penalties	4,500						4,500	2,300	2,200 95.7%
Other	2,300						2,300	3,800	(1,500) -39.5%
Total Parking Fees	65,300	-	-	-	-	-	65,300	56,215	9,085 16.2%
<i>Other Operating Revenues (List)</i>									
Type in (Grant, Other Rev)							-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	#DIV/0!
Total Other Revenue	-	-	-	-	-	-	-	-	#DIV/0!
Total Operating Revenues	65,300	-	-	-	-	-	65,300	56,215	9,085 16.2%
NON-OPERATING REVENUES									
<i>Other Non-Operating Revenues (List)</i>									
Type in							-	-	#DIV/0!
Type in							-	-	#DIV/0!
Type in							-	-	#DIV/0!
Type in							-	-	#DIV/0!
Type in							-	-	#DIV/0!
Type in							-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	-	#DIV/0!
<i>Interest on Investments & Deposits (List)</i>									
Interest Earned	185						185	185	- 0.0%
Penalties							-	-	#DIV/0!
Other							-	-	#DIV/0!
Total Interest	185	-	-	-	-	-	185	185	- 0.0%
Total Non-Operating Revenues	185	-	-	-	-	-	185	185	- 0.0%
TOTAL ANTICIPATED REVENUES	\$ 65,485	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,485	\$ 56,400	\$ 9,085 16.1%

Prior Year Adopted Revenue Schedule

HACKETTSTOWN PARKING AUTHORITY

	FY 2018 Adopted Budget						Total All
	PARKING	N/A	N/A	N/A	N/A	N/A	Operations
OPERATING REVENUES							
<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	47,100						47,100
Permits	3,015						3,015
Fines/Penalties	2,300						2,300
Other	3,800						3,800
Total Parking Fees	56,215	-	-	-	-	-	56,215
<i>Other Operating Revenues (List)</i>							
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Total Other Revenue	-	-	-	-	-	-	-
Total Operating Revenues	56,215	-	-	-	-	-	56,215
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
<i>Other Non-Operating Revenues</i>	-	-	-	-	-	-	-
<i>Interest on Investments & Deposits</i>							
Interest Earned	185						185
Penalties							-
Other							-
Total Interest	185	-	-	-	-	-	185
Total Non-Operating Revenues	185	-	-	-	-	-	185
TOTAL ANTICIPATED REVENUES	\$ 56,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,400

Appropriations Schedule

HACKETTSTOWN PARKING AUTHORITY

For the Period January 1, 2019 to December 31, 2019

	FY 2019 Proposed Budget						FY 2018 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	PARKING	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS									
<i>Administration - Personnel</i>									
Salary & Wages	\$ 10,300					\$ 10,300	\$ 10,000	\$ 300	3.0%
Fringe Benefits	1,000					1,000	1,000	-	0.0%
Total Administration - Personnel	11,300	-	-	-	-	11,300	11,000	300	2.7%
<i>Administration - Other (List)</i>									
Office Expenses	4,500					4,500	4,500	-	0.0%
Professional Services	8,100					8,100	7,600	500	6.6%
Convention/Annual Meeting	1,000					1,000	1,000	-	0.0%
Type in Description						-	-	-	#DIV/0!
Miscellaneous Administration*						-	-	-	#DIV/0!
Total Administration - Other	13,600	-	-	-	-	13,600	13,100	500	3.8%
Total Administration	24,900	-	-	-	-	24,900	24,100	800	3.3%
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages	22,660					22,660	22,000	660	3.0%
Fringe Benefits	3,800					3,800	3,800	-	0.0%
Total COPS - Personnel	26,460	-	-	-	-	26,460	25,800	660	2.6%
<i>Cost of Providing Services - Other (List)</i>									
Insurance and Uniforms	2,300					2,300	2,300	-	0.0%
Snow Removal/lot & meter Maint	8,400					8,400	7,400	1,000	13.5%
Public Events	4,500					4,500	4,500	-	0.0%
Training & Education	500					500	500	-	0.0%
Miscellaneous COPS*	400					400	400	-	0.0%
Total COPS - Other	16,100	-	-	-	-	16,100	15,100	1,000	6.6%
Total Cost of Providing Services	42,560	-	-	-	-	42,560	40,900	1,660	4.1%
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-	-	#DIV/0!
Total Operating Appropriations	67,460	-	-	-	-	67,460	65,000	2,460	3.8%
NON-OPERATING APPROPRIATIONS									
Total Interest Payments on Debt	-	-	-	-	-	-	-	-	#DIV/0!
Operations & Maintenance Reserve						-	-	-	#DIV/0!
Renewal & Replacement Reserve	5,000					5,000	5,000	-	0.0%
Municipality/County Appropriation						-	-	-	#DIV/0!
Other Reserves						-	-	-	#DIV/0!
Total Non-Operating Appropriations	5,000	-	-	-	-	5,000	5,000	-	0.0%
TOTAL APPROPRIATIONS	72,460	-	-	-	-	72,460	70,000	2,460	3.5%
ACCUMULATED DEFICIT									#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	72,460	-	-	-	-	72,460	70,000	2,460	3.5%
UNRESTRICTED NET POSITION UTILIZED									
Municipality/County Appropriation	-	-	-	-	-	-	-	-	#DIV/0!
Other	6,975					6,975	13,600	(6,625)	-48.7%
Total Unrestricted Net Position Utilized	6,975	-	-	-	-	6,975	13,600	(6,625)	-48.7%
TOTAL NET APPROPRIATIONS	\$ 65,485	\$ -	\$ -	\$ -	\$ -	\$ 65,485	\$ 56,400	\$ 9,085	16.1%

* 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 \$ 3,373.00 \$ - \$ - \$ - \$ - \$ - \$ - \$ 3,373.00

Prior Year Adopted Appropriations Schedule

HACKETTSTOWN PARKING AUTHORITY

FY 2018 Adopted Budget

	PARKING	N/A	N/A	N/A	N/A	N/A	Total All Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 10,000						\$ 10,000
Fringe Benefits	1,000						1,000
Total Administration - Personnel	11,000	-	-	-	-	-	11,000
<i>Administration - Other (List)</i>							
Office Expenses	4,500						4,500
Professional Services	7,600						7,600
Convention/Annual Meeting	1,000						1,000
Type In Description							-
Miscellaneous Administration*							-
Total Administration - Other	13,100	-	-	-	-	-	13,100
Total Administration	24,100	-	-	-	-	-	24,100
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	22,000						22,000
Fringe Benefits	3,800						3,800
Total COPS - Personnel	25,800	-	-	-	-	-	25,800
<i>Cost of Providing Services - Other (List)</i>							
Insurance & Uniforms	2,300						2,300
Snow Removal, Lot & Meter Maint	7,400						7,400
Public Events	4,500						4,500
Training & Education	500						500
Miscellaneous COPS*	400						400
Total COPS - Other	15,100	-	-	-	-	-	15,100
Total Cost of Providing Services	40,900	-	-	-	-	-	40,900
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-
Total Operating Appropriations	65,000	-	-	-	-	-	65,000
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	-	-	-	-	-	-	-
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	5,000						5,000
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	5,000	-	-	-	-	-	5,000
TOTAL APPROPRIATIONS	70,000	-	-	-	-	-	70,000
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	70,000	-	-	-	-	-	70,000
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other	13,600						13,600
Total Unrestricted Net Position Utilized	13,600	-	-	-	-	-	13,600
TOTAL NET APPROPRIATIONS	\$ 56,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,400

* 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 \$ 3,250.00 \$ - \$ - \$ - \$ - \$ - \$ - \$ 3,250.00

Debt Service Schedule - Principal

HACKETTSTOWN PARKING AUTHORITY

If Authority has no debt X this box

☐

Fiscal Year Ending In

	Adopted Budget Year 2018	Proposed Budget Year 2019	2020	2021	2022	2023	2024	Thereafter	Total Principal Outstanding
PARKING									
Type in Issue Name									\$ -
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
TOTAL PRINCIPAL ALL OPERATIONS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

	<u>Moody's</u>	<u>Fitch</u>	<u>Standard & Poors</u>
Bond Rating			
Year of Last Rating			

Debt Service Schedule - Interest

HACKETTSTOWN PARKING AUTHORITY

If Authority has no debt X this box									
		Fiscal Year Ending in							
	Adopted Budget Year 2018	Proposed Budget Year 2019	2020	2021	2022	2023	2024	Thereafter	Total Interest Payments Outstanding
PARKING									
Type in Issue Name									\$ -
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
TOTAL INTEREST ALL OPERATIONS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Net Position Reconciliation

HACKETTSTOWN PARKING AUTHORITY

For the Period January 1, 2019 to December 31, 2019

FY 2019 Proposed Budget

	PARKING	N/A	N/A	N/A	N/A	N/A	Total All Operations
TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)	\$ 384,583						\$ 384,583
Less: Invested in Capital Assets, Net of Related Debt (1)	239,147						239,147
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)	74,690						74,690
Total Unrestricted Net Position (1)	70,746	-	-	-	-	-	70,746
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	70,746	-	-	-	-	-	70,746
Unrestricted Net Position Utilized to Balance Proposed Budget	6,975	-	-	-	-	-	6,975
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	6,975	-	-	-	-	-	6,975
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR							
Last issued Audit Report (4)	\$ 63,771	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,771

(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 \$ 3,373 \$ - \$ - \$ - \$ - \$ - \$ 3,373

(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.

2019

HACKETTSTOWN PARKING

**AUTHORITY
CAPITAL
BUDGET/
PROGRAM**

2019 CAPITAL BUDGET/PROGRAM MESSAGE

HACKETTSTOWN PARKING AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2019

TO: DECEMBER 31, 2019

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 Authority foresees no additional impact on parking rates for the proposed 2019 Capital Budget.

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.

NONE

Add additional sheets if necessary.

5 Year Capital Improvement Plan Funding Sources

HACKETTSTOWN PARKING AUTHORITY

For the Period January 1, 2019 to December 31, 2019

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
PARKING						
Concrete Slabs	\$ 24,400		\$ 24,400			
Lot 2 Paving	10,000		10,000			
Type in Description	-					
Type in Description	-					
Total	34,400	-	34,400	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL	\$ 34,400	\$ -	\$ 34,400	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 34,400					
Balance check		- If amount is other than zero, verify that projects listed above match projects listed on CB-4.				

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

5 Year Capital Improvement Plan

HACKETTSTOWN PARKING AUTHORITY

For the Period January 1, 2019 to December 31, 2019

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2019	2020	2021	2022	2023	2024
PARKING							
Concrete Slabs	\$ 24,400	\$ 24,400					
Lot 2 Paving	10,000	10,000					
Type in Description	-	-					
Type in Description	-	-					
Total	34,400	34,400	-	-	-	-	-
N/A							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
N/A							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
N/A							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
N/A							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
N/A							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 34,400	\$ 34,400	\$ -	\$ -	\$ -	\$ -	\$ -

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.

Proposed Capital Budget

HACKETTSTOWN PARKING AUTHORITY

For the Period

January 1, 2019

to

December 31, 2019

Funding Sources

	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
PARKING						
Concrete Slabs	\$ 24,400		\$ 24,400			
Lot 2 Paving	10,000		10,000			
Type in Description	-					
Type in Description	-					
Total	34,400	-	34,400	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 34,400	\$ -	\$ 34,400	\$ -	\$ -	\$ -

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.

2019 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

HACKETTSTOWN PARKING AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2019 TO: DECEMBER 31, 2019

☒ 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 Hackettstown Parking, on the 18th day of October, 2018.

OR

☐ It is hereby certified that the governing body of the Hackettstown Parking 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:	<i>Kathleen Block</i>		
Name:	Kathleen Block		
Title:	Secretary		
Address:	PO Box 210 Hackettstown, NJ 07840		
Phone Number:	908-852-8660	Fax Number:	908-852-2528
E-mail address	blockkathy@ymail.com		