

Authority Budget of:

ADOPTED COPY

JAN 25 2019

The Township of Toms River Parking Authority

State Filing Year

2019

TRPA

APPROVED COPY

For the Period:

January 1, 2019

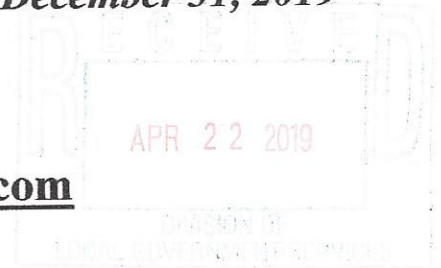
to

December 31, 2019

ADOPTED COPY

www.tomsriverparkingauthority.com

Authority Web Address



Department Of



**Community
Affairs**

Division of Local Government Services

2019 Toms River Township Parking Authority

Late Budget Resolution

FISCAL YEAR: FROM January 1, 2019 TO December 31, 2019

WHEREAS, the Annual Budget and Capital Budget for the **Toms River Township Parking Authority** for the fiscal year beginning, **January 1, 2019** and ending, **December 31, 2019** is to be presented to the DCA 60 days prior to year end; and,

WHEREAS, the **Toms River Township Parking Authority** Budget completion was delayed due to waiting for certain cost increases effective January 1, 2019 that would have a significant impact on the budget; and,

WHEREAS, the **Toms River Township Parking Authority** Board of Commissioners was unable to hold a meeting in December due to no quorum; and,

WHEREAS, the **Toms River Township Parking Authority** formally approved the 2019 Budget at its public meeting held on January 17, 2019; and,

NOW, THEREFORE BE IT RESOLVED, that the governing body of **The Toms River Township Parking Authority** will formally adopted the approved budget at its public meeting to be held on February 28, 2019.

BE IT FURTHER RESOLVED, that the governing body of **The Toms River Township Parking Authority** will operate using the approved 2019 Budget effective January 1, 2019.

| | <u>Yes</u> | <u>No</u> | <u>Absent</u> |
|-----------------------------------|------------|-----------|---------------|
| Chairman, Mike Sutton | | | X |
| Vice Chairman, Tariq Siddiqui | X | | |
| Secretary, Norvella Lightbody | X | | |
| Treasurer, Bill Beining | X | | |
| Vice Treasurer, Richard J. Banach | X | | |
| Commissioner, Brenda Tutela | X | | |

I, PAMELA L. PINER, EXECUTIVE DIRECTOR OF THE TOWNSHIP OF TOMS RIVER PARKING AUTHORITY, IN THE TOWNSHIP OF TOMS RIVER, COUNTY OF OCEAN, STATE OF NEW JERSEY, HEREBY CERTIFY THAT THIS IS A TRUE AND EXACT COPY OF A RESOLUTION APPROVED BY THE BOARD OF COMMISSIONERS AT THEIR REGULAR MEETING OF JANUARY 17, 2019.



Pamela L. Piner, Executive Director

2019 AUTHORITY BUDGET

Certification Section

2019

The Township of Toms River Parking Authority
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. Cwert CPA, RMA Date: 2/13/2019

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Paul D. Cwert CPA, RMA Date: 4/23/2019

2019 PREPARER'S CERTIFICATION

The Township of Toms River Parking Authority

AUTHORITY BUDGET

FISCAL YEAR: FROM: 01-01-19 TO: 12-31-19

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: | Pamela L. Piner | | |
| Title: | Executive Director | | |
| Address: | 33 Washington Street Toms River, NJ 08753 | | |
| Phone Number: | 732-240-2800 | Fax Number: | |
| E-mail address | ppiner@tomsriverpa.com | | |

2019 APPROVAL CERTIFICATION

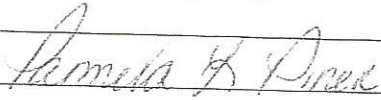
The Township of Toms River Parking Authority

AUTHORITY BUDGET

FISCAL YEAR: FROM: 01-01-19 TO: 12-31-19

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 Township of Toms River Parking Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 17th day of January, 2019.

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

| | | | |
|----------------------|---|-------------|--|
| Officer's Signature: |  | | |
| Name: | Pamela L. Piner | | |
| Title: | Executive Director | | |
| Address: | 33 Washington Street Toms River, NJ 08753 | | |
| Phone Number: | 732-240-2800 | Fax Number: | |
| E-mail address | ppiner@tomsriverpa.com | | |

INTERNET WEBSITE CERTIFICATION

| | |
|---------------------------------|---------------------|
| Authority's Web Address: | www.TomsRiverPA.com |
|---------------------------------|---------------------|

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.

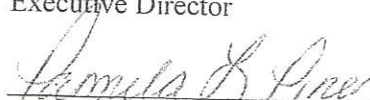
Name of Officer Certifying compliance

Pamela L. Piner

Title of Officer Certifying compliance

Executive Director

Signature



2019 AUTHORITY BUDGET RESOLUTION

The Township of Toms River Parking Authority

FISCAL YEAR: FROM: 01-01-19 TO: 12-31-19

WHEREAS, the Annual Budget and Capital Budget for the Township of Toms River Parking Authority for the fiscal year beginning, January 1, 2019 and ending, December 31, 2019 has been presented before the governing body of the Township of Toms River Parking Authority at its open public meeting of January 17, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 949,720, Total Appropriations, including any Accumulated Deficit if any, of \$ 932,202 and Total Unrestricted Net Position utilized of 0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$0.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

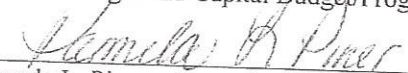
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Township of Toms River Parking Authority, at an open public meeting held on January 17, 2019 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Township of Toms River 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 Township of Toms River Parking Authority will consider the Annual Budget and Capital Budget/Program for adoption on February 28, 2019.



 Pamela L. Piner – Executive Director

1/17/2019
 (Date)

| Governing Body Member: | Recorded Vote | | | |
|-----------------------------------|---------------|-----|---------|--------|
| | Aye | Nay | Abstain | Absent |
| Chairman, Michael Sutton | X | | | X |
| Vice Chairman, Tariq Siddiqui | X | | | |
| Secretary, Norvella Lightbody | X | | | |
| Treasurer, William Beining | X | | | |
| Vice Treasurer, Richard J. Banach | X | | | |
| Commissioner, Brenda Tutela | X | | | |

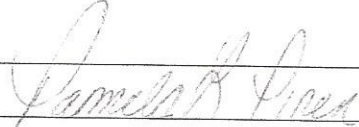
2019 ADOPTION CERTIFICATION

The Township of Toms River Parking Authority

AUTHORITY BUDGET

FISCAL YEAR: FROM: 01-01-19 TO: 12-31-19

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 Township of Toms River Parking Authority, pursuant to N.J.A.C. 5:31-2.3, on the 28th day of, February, 2019.

| | | | |
|----------------------|---|-------------|--|
| Officer's Signature: |  | | |
| Name: | Pamela L. Piner | | |
| Title: | Executive Director | | |
| Address: | 33 Washington Street Toms River, NJ 08753 | | |
| Phone Number: | 732-240-2800 | Fax Number: | |
| E-mail address | ppiner@tomsriverpa.com | | |

2019 ADOPTED BUDGET RESOLUTION

The Township of Toms River Parking Authority

FISCAL YEAR: FROM: 01-01-19 TO: 12-31-19

WHEREAS, the Annual Budget and Capital Budget/Program for the Township of Toms River Parking Authority for the fiscal year beginning January 1, 2019 and ending, December 31, 2019 has been presented for adoption before the governing body of the Township of Toms River Parking Authority at its open public meeting of February 28, 2019; and

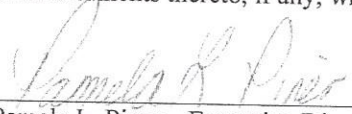
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 949,720, Total Appropriations, including any Accumulated Deficit, if any, of \$932,202 and Total Unrestricted Net Position utilized of \$0.00; and

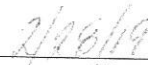
WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$0.00 and Total Unrestricted Net Position planned to be utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Township of Toms River Parking Authority, at an open public meeting held on February 28, 2019 that the Annual Budget and Capital Budget/Program of the Township of Toms River Parking Authority 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.



Pamela L. Piner – Executive Director



(Date)

| Governing Body Member: | Aye | Nay | Abstain | Recorded Vote |
|-----------------------------------|-----|-----|---------|---------------|
| Chairman, Michael Sutton | X | | | Absent |
| Vice Chairman, Tariq Siddiqui | X | | | |
| Secretary, Norvella Lightbody | X | | | |
| Treasurer, William Beining | X | | | |
| Vice Treasurer, Richard J. Banach | X | | | |
| Commissioner, Brenda Tutela | X | | | |

2019 AUTHORITY BUDGET

Narrative and Information Section

2019 AUTHORITY BUDGET MESSAGE & ANALYSIS

The Township of Toms River Parking Authority

AUTHORIT-Y BUDGET

FISCAL YEAR: FROM: 01-01-19 TO: 12-31-19

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. Professional fees have been budgeted \$7,506 or 28.8% higher than the previous year in anticipation of an increase in legal fees for the renewal of expiring contracts. Telephone and cellular fees were budgeted \$6,570 or 39.3% lower than 2018 due to changing carriers and communication packages which offered lower fees. All expected expenditures have been assigned to a specific category resulting in a 100% or \$3,000 decrease in miscellaneous expenses for Administration. Total Administrative fees for 2019 are .8% lower than the previous year as a whole. Total Operating appropriations are budgeted 4.2% or \$40,229 lower than what was budgeted in 2018. Personnel expenses are expected to be \$90,670 or 16.1% lower than 2018 with the largest deductions being in salaries and health benefits. The Authority lost two higher earning employees during 2018 which are not being replaced. Salaries will be \$73,128 or 22.2% lower than the previous year. The remaining decrease in personnel is due to the Board of Commissioners designating one health care plan (Omnia 10) as the Authority's employee package. This will lower health care benefits by \$17,632 after the 22% increase anticipated to take effect on January 1, 2019. Repairs and maintenance has been budgeted \$55,328 or 96.5% higher than the previous year. In the past snow plowing had been done internally and was a part of operating personnel expense. With the elimination of that position, this will now be done by outside contractors and the expense has been budgeted in repairs and maintenance. It is expected to be a snowy winter which has also resulted in the higher cost as compared to 2018. Interest expense is \$3,354 or 27.2% lower than the previous year as more debt is paid. Total appropriations are budgeted \$43,583 or 4.5% lower than the previous year.
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. Even though revenue is budgeted \$26,065 or 2.7% lower than 2018 it is expected to remain close to the previous year with very little fluctuation.
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 local economy seems to be strong and steady and is not expected to experience any major change. However, any change that may occur is anticipated to be towards the positive and could result in an increase in revenue.
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. **The Authority will not be utilizing any Unrestricted Net Position Funds.**

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.). **No fund transfers are expected to be completed.**
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). The Authority's 2017 annual audit reported a deficit of (\$303,694) of which \$111,934 was related to GASB 68. Even though the Authority's net position had a positive change of \$80,000 as compared to 2016, this was the third year in a row for a deficit. This resulted in a "growing concern" being included in the 2017 year-end audit. The Authority took all possible measures to decrease debt and is expected to end 2018 with a very small surplus. Areas of appropriation that will experience the largest reduction are operating salaries, employee benefits, utility costs and the continued elimination of debt service.**
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 has been no change to the Authority's parking fees.**

AUTHORITY CONTACT INFORMATION 2019

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

| | | | |
|---------------------------|--|-------------|-------|
| Name of Authority: | The Township of Toms River Parking Authority | | |
| Federal ID Number: | 22-2034429 | | |
| Address: | 33 Washington Street | | |
| City, State, Zip: | Toms River | NJ | 08753 |
| Phone: (ext.) | 732-240-2800 | Fax: | |

| | | | |
|----------------------------|------------------------|-------------|-------|
| Preparer's Name: | Pamela L. Piner | | |
| Preparer's Address: | 33 Washington Street | | |
| City, State, Zip: | Toms River | NJ | 08753 |
| Phone: (ext.) | 732-240-2800 | Fax: | |
| E-mail: | ppiner@tomsriverpa.com | | |

| | | | |
|----------------------------|------------------------|-------------|--|
| Executive Director: | Pamela L. Piner | | |
| Phone: (ext.) | 732-240-2800 | Fax: | |
| E-mail: | ppiner@tomsriverpa.com | | |

| | | | |
|----------------------|-------------------------|-------------|--|
| Accountant: | Bellu, Memoli, LLC | | |
| Phone: (ext.) | 732-240-3366 | Fax: | |
| E-mail: | cmemoli@bellumemoli.com | | |

| | | | |
|--------------------------|--|-------------|-------|
| Name of Auditor: | Frank Holman | | |
| Name of Firm: | Holman, Frenia, Allison PC | | |
| Address: | 680 Hooper Avenue Building B, Suite 201 | | |
| City, State, Zip: | Toms River | NJ | 08753 |
| Phone: (ext.) | 732-797-1333 | Fax: | |
| E-mail: | | | |

AUTHORITY INFORMATIONAL QUESTIONNAIRE

The Township of Toms River Parking Authority

FISCAL YEAR: FROM: 01-01-19 TO: 12-31-19

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: 13
- 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: \$399,242
- 3) Provide the number of regular voting members of the governing body: 6
- 4) Provide the number of alternate voting members of the governing body: 0
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? NO *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 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? NO*If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. NO *If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authority's procedures for all employees. The Executive Director recommends and presents increase amounts to the Board of Commissioners who review and approve based on consensus. Salary increases are usually in line with what the Township has budgeted for their employees and are dependent upon the financial ability of the Authority.**

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.*

Page N-3 (1 of 2)

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? N/A *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**
The Township of Toms River Parking Authority

FISCAL YEAR: FROM: 1-1-19 TO: 12-31-19

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.

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)

The Township of Toms River Parking Authority

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

A B C D E F G H I J K L M N O P Q R S T

Position (Can Check more than 1 Column for each person) Reportable Compensation from Authority (W-2/ 1099)

| Name | Title | Average Hours per Week Dedicated to Position | Commissioner | Officer | Key Employee | Highest Compensated Employee | Former | Base Salary/ Stipend | Bonus | Other (auto allowance, expense account, payment in lieu of health benefits, etc.) | Estimated amount of other compensation from the Authority (health benefits, pension, etc.) | Total Compensation from Authority | Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below | Positions held at Other Public Entities Listed in Column O | Average Hours per Week Dedicated to Other Public Entities Listed in Column O | Reportable Compensation from Other Public Entities (W-2/ 1099) | Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.) | Total Compensation All Public Entities |
|------------------------|--------------------|--|--------------|---------|--------------|------------------------------|--------|----------------------|-------|---|--|-----------------------------------|---|--|--|--|--|--|
| 1 Piner, Pamela L. | Executive Director | 45 | X | X | X | X | | \$ 78,118 | | | \$ 12,521 | \$ 90,639 | None | | | | | \$ 90,639 |
| 2 Sutton, Michael | Chairman | | X | | | | | | | | | | 0 Toms River MUA | Commissioner | | | | 0 |
| 3 Siddiqui, Tariq M.S. | Vice Chairman | | X | | | | | | | | | | 0 None | | | | | 0 |
| 4 Lightbody, Norvella | Secretary | | X | | | | | | | | | | 0 None | | | | | 0 |
| 5 Beining, William | Treasurer | | X | | | | | | | | | | 0 None | | | | | 0 |
| 6 Banach, Richard J. | Vice Treasurer | | X | | | | | | | | | | 0 None | | | | | 0 |
| 7 Tutela, Brenda | Commissioner | | X | | | | | | | | | | 0 Ocean Co. Tax Board | Employee | 40 | 58,452 | | 58,452 |
| 8 | | | | | | | | | | | | | | | | | | 0 |
| 9 | | | | | | | | | | | | | | | | | | 0 |
| 10 | | | | | | | | | | | | | | | | | | 0 |
| 11 | | | | | | | | | | | | | | | | | | 0 |
| 12 | | | | | | | | | | | | | | | | | | 0 |
| 13 | | | | | | | | | | | | | | | | | | 0 |
| 14 | | | | | | | | | | | | | | | | | | 0 |
| 15 | | | | | | | | | | | | | | | | | | 0 |
| Total: | | | | | | | | \$ 78,118 | | | \$ 12,521 | \$ 90,639 | | | | \$ 58,452 | | \$ 149,091 |

(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

The Township of Toms River Parking Authority
 For the Period January 1, 2019 to December 31, 2019

| | # of Covered Members (Medical & Rx) | | Annual Cost Estimate Proposed Budget | | # of Covered Members (Medical & Rx) Current Year | Annual Cost per Employee | | Total Prior year Year Cost | \$ Increase (Decrease) | % Increase (Decrease) |
|--|-------------------------------------|--------------------------|--------------------------------------|--------------------------|--|--------------------------|---------------------------|----------------------------|------------------------|-----------------------|
| | Proposed Budget | Employee Proposed Budget | Total Estimate Proposed Budget | Employee Proposed Budget | | Current Year | per Employee Current Year | | | |
| Active Employees - Health Benefits - Annual Cost | | | | | | | | | | |
| Single Coverage | 1 | \$ 10,613 | \$ 10,613 | | 4 | \$ 14,814 | \$ 59,256 | \$ (48,643) | -82.1% | #DIV/0! |
| Parent & Child | | | | | | | | | | |
| Employee & Spouse (or Partner) | 4 | 25,767 | 103,068 | | 3 | 39,450 | 118,350 | (15,282) | -12.9% | #DIV/0! |
| Family | 3 | 31,845 | 95,535 | | 3 | 39,450 | 118,350 | (22,815) | -19.3% | #DIV/0! |
| Employee Cost Sharing Contribution (enter as negative -) | | | (21,027) | | | | (27,542) | 6,515 | -23.7% | #DIV/0! |
| Subtotal | 8 | | 188,189 | | 10 | | 268,414 | (80,225) | -29.9% | #DIV/0! |
| Commissioners - Health Benefits - Annual Cost | | | | | | | | | | |
| Single Coverage | | | | | | | | | | |
| 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 | | | | | | | | | | |
| Parent & Child | | | | | | | | | | #DIV/0! |
| Employee & Spouse (or Partner) | 1 | 24,729 | 24,729 | | 1 | 39,450 | 39,450 | (14,721) | -37.3% | #DIV/0! |
| Family | | | | | | | | | | #DIV/0! |
| Employee Cost Sharing Contribution (enter as negative -) | | | (865) | | | | 1,184 | (2,049) | -173.1% | #DIV/0! |
| Subtotal | 1 | | 23,864 | | 1 | | 40,634 | (16,770) | -41.3% | #DIV/0! |
| GRAND TOTAL | 9 | | \$ 212,053 | | 11 | | \$ 309,048 | \$ (96,995) | -31.4% | |

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

| | |
|----|-----------|
| NO | Yes or No |
| NO | Yes or No |

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

Schedule of Shared Service Agreements

For the Period The Township of Toms River Parking Authority 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 |
|----------------------------------|----------------------------------|---|---|--------------------------|--------------------|--|
| The Township of Toms River | Toms River Parking Authority | Telephone/Computer Support | PA to receive all meter related revenue | 11/15/2011 | on-going | \$ 5,400 |
| The Township of Toms River | Toms River Parking Authority | Parking Enforcement | | 6/1/2014 | on-going | |
| The Toms River MUA | Toms River Parking Authority | Fuel Purchased and Storage | | 2004 | on-going | Cost of Product |
| The Toms River MUA | Toms River Parking Authority | Vehicle Maintenance/Snow Plowing | | 2004 | on-going | |
| The Toms River Parking Authority | Toms River Board of Education | Enforcement of BOE Parking Lot | Meter Revenue shared equally between both parties | 9/1/2016 | 8/31/2018 | |
| The Toms River Parking Authority | Toms River Board of Education | Enforcement of BOE Parking Lot | Meter Revenue shared equally between both parties | 9/1/2018 | 8/31/2020 | |
| Toms River Parking Authority | The Ocean County Library | Free Saturday Parking on the two upper levels of Municipal Garage | Renewed Annually | 2/1/2018 | 1/31/2019 | \$ 10,000 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

If No Shared Services in this Box

2019 AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

The Township of Toms River Parking Authority
 For the Period January 1, 2019 to December 31, 2019

| | <i>FY 2019 Proposed Budget</i> | | | | <i>FY 2018 Adopted Budget</i> | | \$ Increase (Decrease) Proposed vs. Adopted | % Increase (Decrease) Proposed vs. Adopted |
|--|--------------------------------|------|------|------|-------------------------------|-------------------------|--|---|
| | Parking | N/A | N/A | N/A | Total All Operations | Total All Operations | | |
| REVENUES | | | | | | | | |
| Total Operating Revenues | \$ 949,720 | \$ - | \$ - | \$ - | \$ 949,720 | \$ 975,785 | \$ (26,065) | -2.7% |
| Total Non-Operating Revenues | - | - | - | - | - | - | - | - |
| Total Anticipated Revenues | 949,720 | - | - | - | 949,720 | 975,785 | (26,065) | #DIV/0! |
| APPROPRIATIONS | | | | | | | | |
| Total Administration | 211,416 | - | - | - | 211,416 | 213,102 | (1,686) | -0.8% |
| Total Cost of Providing Services | 636,774 | - | - | - | 636,774 | 673,276 | (36,502) | -5.4% |
| Total Principal Payments on Debt Service in Lieu of Depreciation | 75,053 | - | - | - | 75,053 | 77,094 | (2,041) | -2.6% |
| Total Operating Appropriations | 923,243 | - | - | - | 923,243 | 963,472 | (40,229) | -4.2% |
| Total Interest Payments on Debt | 8,959 | - | - | - | 8,959 | 12,313 | (3,354) | -27.2% |
| Total Other Non-Operating Appropriations | 8,959 | - | - | - | 8,959 | 12,313 | (3,354) | #DIV/0! |
| Accumulated Deficit | - | - | - | - | - | - | - | -27.2% |
| Total Appropriations and Accumulated Deficit | 932,202 | - | - | - | 932,202 | 975,785 | (43,583) | -4.5% |
| Less: Total Unrestricted Net Position Utilized | - | - | - | - | - | - | - | - |
| Net Total Appropriations | 932,202 | - | - | - | 932,202 | 975,785 | (43,583) | #DIV/0! |
| ANTICIPATED SURPLUS (DEFICIT) | \$ 17,518 | \$ - | \$ - | \$ - | \$ 17,518 | \$ - | \$ 17,518 | #DIV/0! |

Revenue Schedule

The Township of Toms River Parking Authority
 For the Period January 1, 2019 to December 31, 2019

| | <i>FY 2019 Proposed Budget</i> | | | | | | <i>FY 2018 Adopted Budget</i> | <i>\$ Increase (Decrease) Proposed vs. Adopted</i> | <i>% Increase (Decrease) Proposed vs. Adopted</i> | |
|--|--------------------------------|-------------|-------------|-------------|-------------|-------------|-------------------------------|--|---|--------------|
| | 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 | 361,179 | | | | | | 361,179 | 403,829 | (42,650) | -10.6% |
| Permits | 126,026 | | | | | | 126,026 | 113,168 | 12,858 | 11.4% |
| Fines/Penalties | 118,269 | | | | | | 118,269 | 82,080 | 36,189 | 44.1% |
| Other | 16,000 | | | | | | 16,000 | 16,000 | - | 0.0% |
| Total Parking Fees | 621,474 | | | | | | 621,474 | 615,077 | 6,397 | 1.0% |
| <i>Other Operating Revenues (List)</i> | | | | | | | | | | |
| Bus Ticket Commissions | 261,042 | | | | | | 261,042 | 285,912 | (24,870) | -8.7% |
| Vending Commissions | 55,265 | | | | | | 55,265 | 61,482 | (6,217) | -10.1% |
| ATM Surcharges | 11,939 | | | | | | 11,939 | 13,314 | (1,375) | -10.3% |
| 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 | 328,246 | | | | | | 328,246 | 360,708 | (32,462) | -9.0% |
| Total Operating Revenues | 949,720 | | | | | | 949,720 | 975,785 | (26,065) | -2.7% |
| 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 | | | | | | | - | - | - | #DIV/0! |
| Penalties | | | | | | | - | - | - | #DIV/0! |
| Other | | | | | | | - | - | - | #DIV/0! |
| Total Interest | | | | | | | - | - | - | #DIV/0! |
| Total Non-Operating Revenues | | | | | | | - | - | - | #DIV/0! |
| TOTAL ANTICIPATED REVENUES | \$ 949,720 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 949,720 | \$ 975,785 | \$ (26,065) | -2.7% |

Prior Year Adopted Revenue Schedule

The Township of Toms River Parking Authority

FY 2018 Adopted Budget

| | Parking | N/A | N/A | N/A | N/A | N/A | Total All 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 | 403,829 | | | | | | 403,829 | |
| Permits | 113,168 | | | | | | 113,168 | |
| Fines/Penalties | 82,080 | | | | | | 82,080 | |
| Other | 16,000 | | | | | | 16,000 | |
| Total Parking Fees | 615,077 | - | - | - | - | - | 615,077 | |
| <i>Other Operating Revenues (List)</i> | | | | | | | | |
| Bus Ticket Commissions | 285,912 | | | | | | 285,912 | |
| Vending Machine Commissions | 61,482 | | | | | | 61,482 | |
| ATM Surcharges | 13,314 | | | | | | 13,314 | |
| 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 | 360,708 | - | - | - | - | - | 360,708 | |
| Total Operating Revenues | 975,785 | - | - | - | - | - | 975,785 | |
| NON-OPERATING REVENUES | | | | | | | | |
| <i>Other Non-Operating Revenues (List)</i> | | | | | | | | |
| Type in | | | | | | | | - |
| Type in | | | | | | | - | |
| Type in | | | | | | | - | |
| Type in | | | | | | | - | |
| Type in | | | | | | | - | |
| Total Other Non-Operating Revenues | - | - | - | - | - | - | - | |
| <i>Interest on Investments & Deposits</i> | | | | | | | | |
| Interest Earned | | | | | | | | - |
| Penalties | | | | | | | - | |
| Other | | | | | | | - | |
| Total Interest | - | - | - | - | - | - | - | |
| Total Non-Operating Revenues | - | - | - | - | - | - | - | |
| TOTAL ANTICIPATED REVENUES | \$ 975,785 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 975,785 | |

Appropriations Schedule

The Township of Toms River Parking Authority
For the Period January 1, 2019 to December 31, 2019

| | FY 2019 Proposed Budget | | | | | | Total All Operations | 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 |
| OPERATING APPROPRIATIONS | | | | | | | | | | |
| <i>Administration - Personnel</i> | | | | | | | | | | |
| Salary & Wages | \$ 48,816 | | | | | | \$ 48,816 | \$ 48,815 | \$ 1 | 0.0% |
| Fringe Benefits | 37,439 | | | | | | 37,439 | | 793 | 2.2% |
| Total Administration - Personnel | 86,255 | | | | | | 86,255 | 85,461 | 794 | 0.9% |
| <i>Administration - Other (List)</i> | | | | | | | | | | |
| Liability/Auto/Umbrella Insurance | 38,627 | | | | | 38,627 | 39,843 | (1,216) | -3.1% | |
| Office Expense | 42,800 | | | | | 42,800 | 42,000 | 800 | 1.9% | |
| Professional Fees | 33,584 | | | | | 33,584 | 26,078 | 7,506 | 28.8% | |
| Telephone/Cellular Communications | 10,150 | | | | | 10,150 | 16,720 | (6,570) | -39.3% | |
| Miscellaneous Administration* | | | | | | | 3,000 | (3,000) | -100.0% | |
| Total Administration - Other | 125,161 | | | | | 125,161 | 127,641 | (2,480) | -1.9% | |
| Total Administration | 211,416 | | | | | 211,416 | 213,102 | (1,686) | -0.8% | |
| <i>Cost of Providing Services - Personnel</i> | | | | | | | | | | |
| Salary & Wages | 255,811 | | | | | 255,811 | 328,939 | (73,128) | -22.2% | |
| Fringe Benefits | 216,585 | | | | | 216,585 | 234,217 | (17,632) | -7.5% | |
| Total COPS - Personnel | 472,396 | | | | | 472,396 | 563,156 | (90,760) | -16.1% | |
| <i>Cost of Providing Services - Other (List)</i> | | | | | | | | | | |
| Repairs and Maintenance | 112,678 | | | | | 112,678 | 57,350 | 55,328 | 96.5% | |
| Tools/Small Equipment | 3,500 | | | | | 3,500 | 2,500 | 1,000 | 40.0% | |
| Utilities | 19,700 | | | | | 19,700 | 20,812 | (1,112) | -5.3% | |
| Vending | 26,000 | | | | | 26,000 | 26,958 | (958) | -3.6% | |
| Miscellaneous COPS* | 2,500 | | | | | 2,500 | 2,500 | - | 0.0% | |
| Total COPS - Other | 164,378 | | | | | 164,378 | 110,120 | 54,258 | 49.3% | |
| Total Cost of Providing Services | 636,774 | | | | | 636,774 | 673,276 | (36,502) | -5.4% | |
| Total Principal Payments on Debt Service in Lieu of Depreciation | 75,053 | | | | | 75,053 | 77,094 | (2,041) | -2.6% | |
| Total Operating Appropriations | 923,243 | | | | | 923,243 | 963,472 | (40,229) | -4.2% | |
| NON-OPERATING APPROPRIATIONS | | | | | | | | | | |
| Total Interest Payments on Debt | 8,959 | | | | | 8,959 | 12,313 | (3,354) | -27.2% | |
| Operations & Maintenance Reserve | | | | | | | | | #DIV/0! | |
| Renewal & Replacement Reserve | | | | | | | | | #DIV/0! | |
| Municipality/County Appropriation | | | | | | | | | #DIV/0! | |
| Other Reserves | | | | | | | | | #DIV/0! | |
| Total Non-Operating Appropriations | 8,959 | | | | | 8,959 | | | #DIV/0! | |
| TOTAL APPROPRIATIONS | 932,202 | | | | | 932,202 | 12,313 | (3,354) | -27.2% | |
| ACCUMULATED DEFICIT | | | | | | 932,202 | 975,785 | (43,583) | -4.5% | |
| TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT | | | | | | | | | #DIV/0! | |
| UNRESTRICTED NET POSITION UTILIZED | 932,202 | | | | | 932,202 | 975,785 | (43,583) | -4.5% | |
| Municipality/County Appropriation | | | | | | | | | #DIV/0! | |
| Other | | | | | | | | | #DIV/0! | |
| Total Unrestricted Net Position Utilized | | | | | | | | | #DIV/0! | |
| TOTAL NET APPROPRIATIONS | \$ 932,202 | \$ - | \$ - | \$ - | \$ - | \$ 932,202 | \$ 975,785 | \$ (43,583) | -4.5% | |

* 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 \$46,162.13 \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$46,162.13

Prior Year Adopted Appropriations Schedule

The Township of Toms River 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 | \$ 48,815 | | | | | | \$ 48,815 |
| Fringe Benefits | 36,646 | | | | | | 36,646 |
| Total Administration - Personnel | 85,461 | - | - | - | - | - | 85,461 |
| <i>Administration - Other (List)</i> | | | | | | | |
| Liability/Auto/Umbrella Insurance | 39,843 | | | | | | 39,843 |
| Office Expense | 42,000 | | | | | | 42,000 |
| Professional Fees | 26,078 | | | | | | 26,078 |
| Telephone/Cellular Communications | 16,720 | | | | | | 16,720 |
| Miscellaneous Administration* | 3,000 | | | | | | 3,000 |
| Total Administration - Other | 127,641 | - | - | - | - | - | 127,641 |
| Total Administration | 213,102 | - | - | - | - | - | 213,102 |
| <i>Cost of Providing Services - Personnel</i> | | | | | | | |
| Salary & Wages | 328,939 | | | | | | 328,939 |
| Fringe Benefits | 234,217 | | | | | | 234,217 |
| Total COPS - Personnel | 563,156 | - | - | - | - | - | 563,156 |
| <i>Cost of Providing Services - Other (List)</i> | | | | | | | |
| Repairs and Maintenance | 57,350 | | | | | | 57,350 |
| Tools/Small Equipment | 2,500 | | | | | | 2,500 |
| Utilities | 20,812 | | | | | | 20,812 |
| Vending | 26,958 | | | | | | 26,958 |
| Miscellaneous COPS* | 2,500 | | | | | | 2,500 |
| Total COPS - Other | 110,120 | - | - | - | - | - | 110,120 |
| Total Cost of Providing Services | 673,276 | - | - | - | - | - | 673,276 |
| Total Principal Payments on Debt Service in Lieu of Depreciation | 77,094 | - | - | - | - | - | 77,094 |
| Total Operating Appropriations | 963,472 | - | - | - | - | - | 963,472 |
| NON-OPERATING APPROPRIATIONS | | | | | | | |
| Total Interest Payments on Debt Operations & Maintenance Reserve | 12,313 | - | - | - | - | - | 12,313 |
| Renewal & Replacement Reserve | | | | | | | - |
| Municipality/County Appropriation | | | | | | | - |
| Other Reserves | | | | | | | - |
| Total Non-Operating Appropriations | 12,313 | - | - | - | - | - | 12,313 |
| TOTAL APPROPRIATIONS | 975,785 | - | - | - | - | - | 975,785 |
| ACCUMULATED DEFICIT | | | | | | | - |
| TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT | 975,785 | - | - | - | - | - | 975,785 |
| UNRESTRICTED NET POSITION UTILIZED | | | | | | | |
| Municipality/County Appropriation | | | | | | | - |
| Other | | | | | | | - |
| Total Unrestricted Net Position Utilized | | | | | | | - |
| TOTAL NET APPROPRIATIONS | \$ 975,785 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 975,785 |

* 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 \$48,173.60 \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$48,173.60

Debt Service Schedule - Principal

If Authority has no debt X this box

The Township of Toms River Parking Authority

| | Adopted Budget Year 2018 | Proposed Budget Year 2019 | Fiscal Year Ending in | | | | | Total Principal Outstanding | |
|---------------------------------------|-----------------------------|---------------------------------|-----------------------|---------------|---------------|---------------|---------------|--------------------------------|----------------|
| | | | 2020 | 2021 | 2022 | 2023 | 2024 | | Thereafter |
| <i>Parking</i> | | | | | | | | | |
| Santander Bank | \$ 10,439 | \$ 10,984 | \$ | 11,557 \$ | 3,420 \$ | - \$ | - \$ | - \$ | 25,961 |
| Ford Credit | 6,208 | 1,072 | | | | | | | 1,072 |
| Kansas State Bank | 50,253 | 52,291 | | 42,206 | 37,670 | 39,168 | 26,974 | | 198,310 |
| Wells Fargo | 10,194 | 10,706 | | 11,243 | 3,872 | | | | 25,821 |
| Total Principal | 77,094 | 75,053 | | 65,007 | 44,962 | 39,168 | 26,974 | | 251,164 |
| 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 | | | | | | | | | |
| Type in Issue Name | | | | | | | | | |
| Total Principal | | | | | | | | | |
| N/A | | | | | | | | | |
| Type in Issue Name | | | | | | | | | |
| 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 | | | | | | | | | |
| | \$ 77,094 | \$ 75,053 | \$ | 65,007 \$ | 44,962 \$ | 39,168 \$ | 26,974 \$ | - \$ | 251,164 |

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

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

Debt Service Schedule - Interest

The Township of Toms River Parking Authority

If Authority has no debt X this box

| | Fiscal Year Ending in | | | | | | Total Interest Payments Outstanding |
|--------------------------------------|---------------------------------|-----------------|-----------------|-----------------|---------------|-------------|-------------------------------------|
| | Proposed Budget Year 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | |
| Parking | Adopted Budget Year 2018 | | | | | | |
| Santander Bank | \$ 1,615 | \$ 496 | \$ 2,607 | \$ - | \$ - | \$ - | \$ 4,172 |
| Ford Credit | 266 | - | - | - | - | - | 7 |
| Kansas State Bank | 8,891 | 4,879 | 3,387 | 1,888 | 397 | - | 17,404 |
| Wells Fargo | 1,541 | 491 | 40 | - | - | - | 1,560 |
| Total Interest Payments | 12,313 | 5,867 | 6,033 | 1,888 | 397 | - | 23,144 |
| 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 | \$ 12,313 | \$ 5,867 | \$ 6,033 | \$ 1,888 | \$ 397 | \$ - | \$ 23,144 |

Net Position Reconciliation

The Township of Toms River 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) | \$ (1,311,454) | | | | | | \$ (1,311,454) |
| Less: Invested in Capital Assets, Net of Related Debt (1) | 252,779 | | | | | | 252,779 |
| Less: Restricted for Debt Service Reserve (1) | (65,919) | | | | | | |
| Less: Other Restricted Net Position (1) | | | | | | | |
| Total Unrestricted Net Position (1) | (1,498,314) | | | | | | (65,919) |
| Less: Designated for Non-Operating Improvements & Repairs | | | | | | | (1,498,314) |
| 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) | 1,209,683 | | | | | | 1,209,683 |
| Plus: Estimated Income (Loss) on Current Year Operations (2) | | | | | | | |
| Plus: Other Adjustments (attach schedule) | | | | | | | |
| UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET | (288,631) | | | | | | (288,631) |
| Unrestricted Net Position Utilized to Balance Proposed Budget | | | | | | | |
| Unrestricted Net Position Utilized in Proposed Capital Budget | | | | | | | |
| Appropriation to Municipality/County (3) | | | | | | | |
| Total Unrestricted Net Position Utilized in Proposed Budget | | | | | | | |
| PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR | | | | | | | |
| Last issued Audit Report (4) | \$ (288,631) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ (288,631) |

(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 \$ 46,162 \$ - \$ - \$ - \$ - \$ - \$ 46,162

(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

The Township of
Toms River Parking

Authority

CAPITAL

BUDGET/
PROGRAM

PROGRAM

2019 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

The Township of Toms River Parking Authority

FISCAL YEAR: FROM: 1-1-19 TO: 12-31-19

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the _____ Authority, on the _____ day of _____.

OR

It is hereby certified that the governing body of the Township of Toms River Parking Authority have elected **NOT** to adopt a Capital Budget /Program for the aforesaid fiscal year, pursuant to N.J.A.C. 5:31-2.2 for the following reason(s): **No additional capital projects are needed.**

| | | | |
|----------------------|------------------------|-------------|--|
| Officer's Signature: | <i>Pamela L. Piner</i> | | |
| Name: | Pamela L. Piner | | |
| Title: | Executive Director | | |
| Address: | 33 Washington Street | | |
| | Toms River, NJ 08753 | | |
| Phone Number: | 732-240-2800 | Fax Number: | |
| E-mail address | ppiner@tomsriverpa.com | | |

2019 CAPITAL BUDGET/PROGRAM MESSAGE

The Township of Toms River Parking Authority

FISCAL YEAR: FROM: 1-1-19 TO: 12-31-19

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

Add additional sheets if necessary.

Proposed Capital Budget

The Township of Toms River Parking Authority

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

| | | <i>Funding Sources</i> | | | | | | | | | |
|--------------------------------------|----|-------------------------|---------------------------------------|-------------------------------------|-----------------------|----------------|------------------|----|---|----|---|
| | | Estimated Total Cost | Unrestricted Net Position Utilized | Renewal & Replacement Reserve | Debt Authorization | Capital Grants | Other Sources | | | | |
| <i>Parking</i> | | | | | | | | | | | |
| Type in Description | \$ | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Total | | - | - | - | - | - | - | | | | |
| <i>N/A</i> | | | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Total | | - | - | - | - | - | - | | | | |
| <i>N/A</i> | | | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Total | | - | - | - | - | - | - | | | | |
| <i>N/A</i> | | | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Total | | - | - | - | - | - | - | | | | |
| <i>N/A</i> | | | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Total | | - | - | - | - | - | - | | | | |
| <i>N/A</i> | | | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Total | | - | - | - | - | - | - | | | | |
| <i>N/A</i> | | | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Type in Description | | - | | | | | | | | | |
| Total | | - | - | - | - | - | - | | | | |
| <i>N/A</i> | | | | | | | | | | | |
| TOTAL PROPOSED CAPITAL BUDGET | | \$ | - | \$ | - | \$ | - | \$ | - | \$ | - |

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

5 Year Capital Improvement Plan

The Township of Toms River Parking Authority

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

Fiscal Year Beginning in

| | Estimated Total | Current Budget | | | | | |
|---------------------|-----------------|----------------|-------------|-------------|-------------|-------------|-------------|
| | Cost | Year 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| <i>Parking</i> | | | | | | | |
| Type in Description | \$ - | \$ - | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Total | - | - | | | | | |
| <i>N/A</i> | | | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Total | - | - | | | | | |
| <i>N/A</i> | | | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Total | - | - | | | | | |
| <i>N/A</i> | | | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Total | - | - | | | | | |
| <i>N/A</i> | | | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Total | - | - | | | | | |
| <i>N/A</i> | | | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Type in Description | - | - | | | | | |
| Total | - | - | | | | | |
| TOTAL | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

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

5 Year Capital Improvement Plan Funding Sources

The Township of Toms River 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 |
| <i>Parking</i> | | | | | | |
| | Type in Description | \$ - | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Total | - | - | - | - | - |
| <i>N/A</i> | | | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Total | - | - | - | - | - |
| <i>N/A</i> | | | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Total | - | - | - | - | - |
| <i>N/A</i> | | | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Total | - | - | - | - | - |
| <i>N/A</i> | | | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Total | - | - | - | - | - |
| <i>N/A</i> | | | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Type in Description | - | | | | |
| | Total | - | - | - | - | - |
| TOTAL | | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total 5 Year Plan per CB-4 | | \$ - | \$ - | \$ - | \$ - | \$ - |
| Balance check | | - | | | | |

- If amount is other than zero, verify that projects listed above match projects listed on CB-4.

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