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The Township of Toms River
Parking Authority
Authority Budget

www.tomsriverpa.com

Department Of



Community
Affairs

Division of Local Government Services

2016 Toms River Township Parking Authority

Late Budget Resolution

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

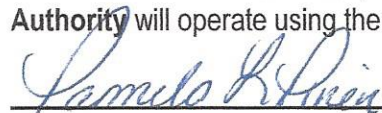
WHEREAS, the Annual Budget and Capital Budget for the **Toms River Township Parking Authority** for the fiscal year beginning, **January 1, 2016** and ending, **December 31, 2016** is to be presented to the DCA 60 days prior to year end; and,

WHEREAS, the **Toms River Township Parking Authority** required additional time to determine the position of increasing the current parking rates, modifying existing parking ordinances and the implementation of new equipment and technology; and,

WHEREAS, the **Toms River Township Parking Authority** formally approved the 2016 Budget at its public meeting held on January 27, 2016, 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 April 27, 2016.

BE IT FURTHER RESOLVED, that the governing body of **The Toms River Township Parking Authority** will operate using the approved 2016 Budget effective January 1, 2016.



Pam Piner – Executive Director



Date

2016 AUTHORITY BUDGET

Certification Section

2016

The Township of Toms River
Parking Authority

AUTHORITY BUDGET

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

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D Cwert

Date: 4/15/2016

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

Date: 6/9/2016

2016 PREPARER'S CERTIFICATION

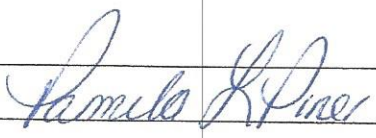
The Township of Toms River Parking Authority

AUTHORITY BUDGET

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

It is hereby certified that the Authority Budget, including both the Annual Budget and the Capital Budget/Program annexed hereto, represents the members of the governing body's resolve with respect to statute in that: all estimates of revenue are reasonable, accurate and correctly stated; all items of appropriation are properly set forth; and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Authority.

It is further certified that all proposed budgeted amounts and totals are correct. Also, I hereby provide reasonable assurance that all assertions contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:			
Name:	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		

2016 APPROVAL CERTIFICATION

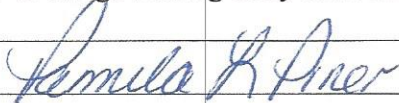
The Township of Toms River Parking Authority

AUTHORITY BUDGET

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

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the 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 27th day of January, 2016.

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			

INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	Tomsriverpa.com
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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
- Commencing with 2013, the budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- Commencing with 2012, the annual audits of the most recent fiscal year and immediately two prior years
- The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- Beginning January 1, 2013, the approved minutes of each meeting of the Authority including all resolutions of the board and their committees; for at least three consecutive fiscal years
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

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



2016 AUTHORITY BUDGET RESOLUTION

The Township of Toms River Parking Authority

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

WHEREAS, the Annual Budget and Capital Budget for the Township of Toms River Parking Authority for the fiscal year beginning, January 1, 2016 and ending December 31, 2016 has been presented before the governing body of the Township of Toms River Parking Authority at its open public meeting of November 4, 2015; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 1,097,079, Total Appropriations, including any Accumulated Deficit if any, of \$ 1,097,079 and Total Unrestricted Net Position utilized of 0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$92,300 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$14,300; and

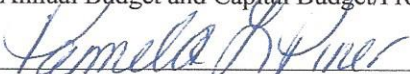
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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 November 4, 2015 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, 2016 and ending, December 31, 2016 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Township of Toms River Parking Authority will consider the Annual Budget and Capital Budget/Program for adoption on January 27, 2016.



 Pamela L. Piner



 (Date)

Governing Body	Recorded Vote			
Member:	Aye	Nay	Abstain	Absent
Michael Sutton	Y			
Tariq Siddiqui	Y			
Bill Beining	Y			
Richard J. Banach	Y			
Norvella Lightbody	Y			
Brenda Tutela	Y			

2016 ADOPTION CERTIFICATION

The Township of Toms River Parking Authority

AUTHORITY BUDGET

FISCAL YEAR: FROM: 01/01/16 TO: 12/31/16

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 25th day of, May, 2016.

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		

2016 ADOPTED BUDGET RESOLUTION

The Township of Toms River Parking Authority

AUTHORITY

FISCAL YEAR: FROM: 01/01/16 TO: 12/31/16

WHEREAS, the Annual Budget and Capital Budget/Program for the Township of Toms River Parking Authority for the fiscal year beginning January 1, 2016 and ending, December 31, 2016 has been presented for adoption before the governing body of the Township of Toms River Parking Authority at its open public meeting of May 25, 2016; and

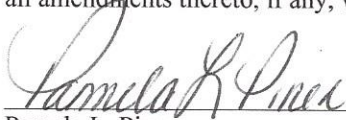
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 1,097,079, Total Appropriations, including any Accumulated Deficit, if any, of \$1,097,079 and Total Unrestricted Net Position utilized of \$0.00; and


WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$92,300 and Total Unrestricted Net Position planned to be utilized of \$14,300; 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 May 25, 2016 that the Annual Budget and Capital Budget/Program of the Township of Toms River Parking Authority for the fiscal year beginning, January 1, 2016 and, ending, December 31, 2016 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



(Date)

Governing Body Member:	Recorded Vote		Abstain	Absent
	Aye	Nay		
Michael Sutton	Y			
Tariq Siddiqui	Y			
Bill Beining	Y			
Richard J. Banach	Y			
Norvella Lightbody	Y			
Brenda Tutela	Y			

2016 AUTHORITY BUDGET
Narrative and Information Section

2016 AUTHORITY BUDGET MESSAGE & ANALYSIS

The Township of Toms River Parking Authority

AUTHORITY BUDGET

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

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

1. Complete a brief statement on the 2016 proposed Annual Budget and make comparison to the 2015 adopted budget for each operation. Explain any variances over +/-10% for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide a copy of the resolution authorizing the rate increase. **The Township of Toms River Parking Authority is expecting to see a 29% increase in revenue in 2016. It is the intention of the Authority to increase metered rates from \$.25 per hour to \$.75 per hour and to increase annual decal rates by 12%. The Authority has not experienced a rate increase in well over fifteen years. In order to maintain the Authority's infrastructure this rate increase has become necessary. This will allow existing antiquated meters to be replaced with newer existing technology. Since the Authority operates on a zero dollar budget, expenses are also expected to increase by 29%. The increase in expenses is mainly a result in implementing newer technology (credit card and wifi fees) as well as principle and interest payments for the equipment. The Board of Commissioners has agreed to the increase but the formal resolution is still pending due to feedback from the Township's governing body. Once formalized a copy will be forwarded to support the 2016 budget.**
2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% from the current year adopted budget. **Revenue projected in 2016 is based on the rate increase that is planned to go into affect during the first quarter. These anticipated additional revenues will be used to continue the replacement of obsolete equipment and to cover additional costs that accompany the newer technology.**
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 current state of the economy has seen an improvement during 2015. Many new businesses have opened in the Parking Authority's jurisdiction and has created an additional strain on available/convenient parking. This increase in demand requires more efficient methods for managing the parking need and offering convenience for the daily consumer.**
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 monies are being utilized to cover required down payments on equipment financing and to pay for smaller capital expenditures to minimize the amount of financing needed.**

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 transfers are expected to be completed**

6. The proposed budget must not reflect an anticipated deficit from 2016 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. **The Authority does not have a deficit**

7. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, if applicable. **Schedule Attached**

8. Attach a copy of the Authority's most recent Annual Operating Data submission to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) under the Authority's Continuing Disclosure Agreements for any debt issuances outstanding. Examples of Annual Operating Data may include sewer and water billings; parking rents and collections; number of customers; number of available parking spaces; etc. See Local Finance Notice 2014-9 for more information. **The Authority has no outstanding municipal securities.**

2015 Parking Rate Schedule

Short term parking = \$.25/hour

Long term parking = \$.50/hour

Annual parking decal rates:

Lot A = \$120.00

Lot B = \$450.00

Lot C = \$275.00

Lot D = \$450.00

Lot E = \$300.00

Lot G = \$250.00

Lot P = \$175.00

PG1 = \$450.00

2015 Parking Fine Schedule

Meter time expired	\$15.00	After 10 days	\$30.00
Over parked	\$30.00	After 10 days	\$60.00
Not parked in designated lines:	\$15.00	After 10 days	\$30.00
Not parked front end in	\$25.00	After 10 days	\$50.00
Parking in reserved area	\$20.00	After 10 days	\$40.00
Parked in area not designated for parking	\$20.00	After 10 days	\$40.00
Failure to deposit proper coin or coins in meter, or turn handle to operate	\$20.00	After 10 days	\$40.00
Not parked in direction of traffic	\$20.00	After 10 days	\$40.00
Parking commercial vehicle on top deck	\$37.50	After 10 days	\$75.00
Parked in a handicap spot without proper Identification	\$250.00		
Parked in a fire lane	\$130.00		

After 30 days all unpaid violations are issued a municipal summons and become a receivable of the Township of Toms River Municipal Court.

2016 Parking Rate Schedule and Parking Fine Schedule

2016 Parking Rate Schedule

Short term parking = \$.75/hour

Long term parking = \$.50/hour

Annual parking decal rates:

Lot A = \$135.00

Lot B = \$504.00

Lot C = \$308.00

Lot D = \$504.00
 Lot E = \$336.00
 Lot G = \$280.00
 Lot P = \$196.00
 PG1 = \$504.00

2016 Parking Fine Schedule

Meter time expired	\$15.00	After 10 days	\$30.00
Over parked	\$30.00	After 10 days	\$60.00
Not parked in designated lines:	\$15.00	After 10 days	\$30.00
Not parked front end in	\$25.00	After 10 days	\$50.00
Parking in reserved area	\$20.00	After 10 days	\$40.00
Parked in area not designated for parking	\$20.00	After 10 days	\$40.00
Failure to deposit proper coin or coins in meter, or turn handle to operate	\$20.00	After 10 days	\$40.00
Not parked in direction of traffic	\$20.00	After 10 days	\$40.00
Parking commercial vehicle on top deck	\$37.50	After 10 days	\$75.00
Parked in a handicap spot without proper Identification	\$250.00		
Parked in a fire lane	\$130.00		

After 30 days all unpaid violations are issued a municipal summons and become a receivable of the Township of Toms River Municipal Court.

AUTHORITY CONTACT INFORMATION

2016

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		

Auditor:	Frank Holman		
Name of Firm:	Holman, Frenia and Allison		
Address:	680 Hooper Avenue Building B, Suite 201		
City, State, Zip:	Toms River	NJ	08753
Phone: (ext.)	732-797-1333	Fax:	732-797-1022
E-mail:			

AUTHORITY INFORMATIONAL QUESTIONNAIRE

The Township of Toms River

Parking Authority

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

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

- 1) Provide the number of individuals employed in calendar year 2014 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: **12**
- 2) Provide the amount of total salaries and wages for calendar year 2014 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: **407,084**
- 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 because of their relationship with the Authority file the form as required? **YES** *If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.*
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? **NO** *If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*
- 8) Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee? **NO**
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? **NO**
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? **NO***If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. **NO** *If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **All salary increases are based on individual performance evaluations. They are recommended by the Operations Manager and the Executive Director. All salary increase are presented to the Board of Commissioners for approval by recorded vote. The Authority is a non-union agency.**
- 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. **Travel reimbursement procedure attached.***
- 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.*
- 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.*

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE
TRAVEL EXPENSE REIMBURSEMENT FOR THE ANNUAL NJ
PARKING INSTITUTE CONVENTION**

SEPTEMBER 28, 2011

WHEREAS, the Township of Toms River Parking Authority had the need to create a procedure defining expense reimbursement for the annual NJ Parking Institute convention, and;

WHEREAS, the following guidelines were drafted and submitted to the Board of Commissioners for approval:

- Each employee and commissioner attending the convention will be reimbursed \$50.00 per day to cover miscellaneous expenses (mileage, parking, meals)
- Reimbursements will be paid at the public meeting following the convention.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Toms River Parking Authority, County of Ocean, and State of New Jersey that the submitted expense reimbursement procedure for attendance at the annual NJ Parking Institute convention be adopted and put into enforcement.

MOTION: *Vice Chairman Jareq Siddiquee*
2nd Motion: *Vice Treasurer John Mehan*
AIF

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

**The Township of Toms River
Parking Authority**

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

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

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

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

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

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

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

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

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

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

Other Public Entity: Any municipality, county, local authority, fire district, or other government unit, regardless of whether it is related in any way to the Authority either by function or by physical location.

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

Toms River Parking Authority
For the Period January 1, 2016 to December 31, 2016

Name	Title	Average Hours per Week Dedicated to Position	Position				Reportable Compensation from Authority (W-				Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities	
			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.)
1 Piner, Pamela	Executive Director	50	X															89,285
2 Kufall, Kenneth	Operations Manager	45	X															69,584
3 Sutton, Michael	Chairman		X															-
4 Siddiqui, Tariq	Vice-Chairman		X															-
Lightbody,																		-
5 Norvella	Secretary		X															-
6 Behning, William	Treasurer		X															-
7 Banach, Richard J.	Vice-Treasurer		X															-
8 Tutela, Brenda	Commissioner		X															-
9																		-
10																		-
11																		-
12																		-
13																		-
14																		-
15																		-
Total:										\$ 128,889	\$ -	\$ -	\$ 29,980	\$ 158,869		\$ 54,986	\$ -	\$ 213,855

Enter the total number of employees/ independent contractors who received more than \$100,000 in total reportable compensation for the most recent fiscal year completed: 0

Schedule of Health Benefits - Detailed Cost Analysis

The Township of Toms River Parking Authority
 For the Period January 1, 2016 to December 31, 2016

	# of Covered Members		Annual Cost Estimate per Employee		# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Employee Proposed Budget	Proposed Budget	Employee Proposed Budget					
Active Employees - Health Benefits - Annual Cost									
Single Coverage	3	\$ 12,920	\$ 38,760	4	\$ 12,157	\$ 48,628	\$ (9,868)	-20.3%	
Parent & Child	0	-	-	0	-	-	-	#DIV/0!	
Employee & Spouse (or Partner)	3	27,768	83,304	2	31,280	62,560	20,744	33.2%	
Family	3	34,610	103,830	4	31,280	125,120	(21,290)	-17.0%	
Employee Cost Sharing Contribution (enter as negative -)			(23,965)				(23,965)	#DIV/0!	
Subtotal	9		201,929	10		236,308	(34,379)	-14.5%	
Commissioners - Health Benefits - Annual Cost									
Single Coverage	0	-	-	-	-	-	-	#DIV/0!	
Parent & Child	0	-	-	-	-	-	-	#DIV/0!	
Employee & Spouse (or Partner)	0	-	-	-	-	-	-	#DIV/0!	
Family	0	-	-	-	-	-	-	#DIV/0!	
Employee Cost Sharing Contribution (enter as negative -)								#DIV/0!	
Subtotal	0			0				#DIV/0!	
Retirees - Health Benefits - Annual Cost									
Single Coverage	0	-	-	-	-	-	-	#DIV/0!	
Parent & Child	0	-	-	-	-	-	-	#DIV/0!	
Employee & Spouse (or Partner)	0	-	-	-	-	-	-	#DIV/0!	
Family	0	-	-	-	-	-	-	#DIV/0!	
Employee Cost Sharing Contribution (enter as negative -)								#DIV/0!	
Subtotal	0			0				#DIV/0!	
GRAND TOTAL	9		\$ 201,929	10		\$ 236,308	\$ (34,379)	-14.5%	

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

N
 N

2016 AUTHORITY BUDGET

Financial Schedules Section

2016 Budget Summary

The Township of Toms River Parking Authority
 For the Period January 1, 2016 to December 31, 2016

	Proposed Budget						Adopted Budget Total All Operations	All Operations All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Operation	Operation	Operation	Operation	Operation	Operation				
	#2	#3	#4	#5	#6	Total All Operations				
REVENUES										
Total Operating Revenues	\$ 1,097,079	\$ -	\$ -	\$ -	\$ -	\$ 1,097,079	\$ 846,150	\$ 250,929	29.7%	
Total Non-Operating Revenues	-	-	-	-	-	-	-	-	#DIV/0!	
Total Anticipated Revenues	1,097,079	-	-	-	-	1,097,079	846,150	250,929	29.7%	
APPROPRIATIONS										
Total Administration	274,058	-	-	-	-	274,058	173,039	101,019	58.4%	
Total Cost of Providing Services	773,181	-	-	-	-	773,181	641,360	131,821	20.6%	
Total Principal Payments on Debt Service in Lieu of Depreciation	39,068	-	-	-	-	39,068	22,862	16,206	70.9%	
Total Operating Appropriations	1,086,307	-	-	-	-	1,086,307	837,261	249,046	29.7%	
Total Interest Payments on Debt	10,772	-	-	-	-	10,772	8,889	1,883	21.2%	
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	-	#DIV/0!	
Total Non-Operating Appropriations	10,772	-	-	-	-	10,772	8,889	1,883	21.2%	
Accumulated Deficit	-	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	1,097,079	-	-	-	-	1,097,079	846,150	250,929	29.7%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	1,097,079	-	-	-	-	1,097,079	846,150	250,929	29.7%	
ANTICIPATED SURPLUS (DEFICIT)	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ (0)	\$ 0	-152.6%	

2016 Revenue Schedule

The Township of Toms River Parking Authority
For the Period January 1, 2016 to December 31, 2016

	Proposed Budget						Adopted Budget			\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Parking	Operation #2	#3	#4	#5	#6	Total All Operations	Total All			
								Operations	All Operations	All Operations	
OPERATING REVENUES											
<i>Service Charges</i>											
Residential							\$ -	\$ -	\$ -	#DIV/0!	
Business/Commercial							-	-	-	#DIV/0!	
Industrial							-	-	-	#DIV/0!	
Intergovernmental							-	-	-	#DIV/0!	
Other							-	-	-	#DIV/0!	
Total Service Charges							-	-	-	#DIV/0!	
<i>Connection Fees</i>											
Residential							-	-	-	#DIV/0!	
Business/Commercial							-	-	-	#DIV/0!	
Industrial							-	-	-	#DIV/0!	
Intergovernmental							-	-	-	#DIV/0!	
Other							-	-	-	#DIV/0!	
Total Connection Fees							-	-	-	#DIV/0!	
<i>Parking Fees</i>											
Meters	470,540						470,540	186,100	284,440	152.8%	
Permits	90,185						90,185	82,000	8,185	10.0%	
Fines/Penalties	114,189						114,189	145,700	(31,511)	-21.6%	
Other	16,000						16,000	16,000	-	0.0%	
Total Parking Fees	690,914						690,914	429,800	261,114	60.8%	
<i>Other Operating Revenues (List)</i>											
Commissions - Bus Tickets	338,325						338,325	333,200	5,125	1.5%	
Vending	57,578						57,578	70,100	(12,522)	-17.9%	
ATM Surcharges	10,262						10,262	13,050	(2,788)	-21.4%	
Other Revenue 4							-	-	-	#DIV/0!	
Total Other Revenue	406,165						406,165	416,350	(10,185)	-2.4%	
Total Operating Revenues	1,097,079						1,097,079	846,150	250,929	29.7%	
NON-OPERATING REVENUES											
<i>Grants & Entitlements (List)</i>											
Grant #1							-	-	-	#DIV/0!	
Grant #2							-	-	-	#DIV/0!	
Grant #3							-	-	-	#DIV/0!	
Grant #4							-	-	-	#DIV/0!	
Total Grants & Entitlements							-	-	-	#DIV/0!	
<i>Local Subsidies & Donations (List)</i>											
Local Subsidy #1							-	-	-	#DIV/0!	
Local Subsidy #2							-	-	-	#DIV/0!	
Local Subsidy #3							-	-	-	#DIV/0!	
Local Subsidy #4							-	-	-	#DIV/0!	
Total Local Subsidies & Donations							-	-	-	#DIV/0!	
<i>Interest on Investments & Deposits</i>											
Investments							-	-	-	#DIV/0!	
Security Deposits							-	-	-	#DIV/0!	
Penalties							-	-	-	#DIV/0!	
Other Investments							-	-	-	#DIV/0!	
Total Interest							-	-	-	#DIV/0!	
<i>Other Non-Operating Revenues (List)</i>											
Other Non-Operating #1							-	-	-	#DIV/0!	
Other Non-Operating #2							-	-	-	#DIV/0!	
Other Non-Operating #3							-	-	-	#DIV/0!	
Other Non-Operating #4							-	-	-	#DIV/0!	
Total Other Non-Operating Revenues							-	-	-	#DIV/0!	
Total Non-Operating Revenues							-	-	-	#DIV/0!	
TOTAL ANTICIPATED REVENUES	\$1,097,079	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,097,079	\$ 846,150	\$ 250,929	29.7%	

2015 Adopted Revenue Schedule

The Township of Toms River Parking Authority

	<i>Adopted Budget</i>						Total All Operations
	Parking	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	
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	186,100						186,100
Permits	82,000						82,000
Fines/Penalties	145,700						145,700
Other	16,000						16,000
Total Parking Fees	429,800	-	-	-	-	-	429,800
<i>Other Operating Revenues (List)</i>							
Commissions - Bus Tickets	333,200						333,200
Vending	70,100						70,100
ATM - Surcharges	13,050						13,050
Other Revenue 4							-
Total Other Revenue	416,350	-	-	-	-	-	416,350
Total Operating Revenues	846,150	-	-	-	-	-	846,150
NON-OPERATING REVENUES							
<i>Grants & Entitlements (List)</i>							
Grant #1							-
Grant #2							-
Grant #3							-
Grant #4							-
Total Grants & Entitlements	-	-	-	-	-	-	-
<i>Local Subsidies & Donations (List)</i>							
Local Subsidy #1							-
Local Subsidy #2							-
Local Subsidy #3							-
Local Subsidy #4							-
Total Local Subsidies & Donations	-	-	-	-	-	-	-
<i>Interest on Investments & Deposits</i>							
Investments							-
Security Deposits							-
Penalties							-
Other Investments							-
Total Interest	-	-	-	-	-	-	-
<i>Other Non-Operating Revenues (List)</i>							
Other Non-Operating #1							-
Other Non-Operating #2							-
Other Non-Operating #3							-
Other Non-Operating #4							-
Other Non-Operating Revenues	-	-	-	-	-	-	-
Total Non-Operating Revenues	-	-	-	-	-	-	-
TOTAL ANTICIPATED REVENUES	\$ 846,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 846,150

2016 Appropriations Schedule

The Township of Toms River Parking Authority
For the Period January 1, 2016 to December 31, 2016

	Proposed Budget						Adopted Budget		
	Operation	Operation	Operation	Operation	Operation	Total All	Total All	All Operations	All Operations
	Parking	#2	Operation #3	#4	#5	#6	Operations	Operations	Operations
OPERATING APPROPRIATIONS									
<i>Administration - Personnel</i>									
Salary & Wages	\$ 46,019					\$ 46,019	\$ 35,745	\$ 10,274	28.7%
Fringe Benefits	39,389					39,389	36,575	2,814	7.7%
Total Administration - Personnel	85,408	-	-	-	-	85,408	72,320	13,088	18.1%
<i>Administration - Other (List)</i>									
Liability/Auto/Umbrella Insurances	32,550					32,550	26,569	5,981	22.5%
Office Expense	62,850					62,850	22,200	40,650	183.1%
Professional Services	52,880					52,880	29,850	23,030	77.2%
Telephone/Cellular Communications	33,870					33,870	15,600	18,270	117.1%
Miscellaneous Administration*	6,500					6,500	6,500	-	0.0%
Total Administration - Other	188,650	-	-	-	-	188,650	100,719	87,931	87.3%
Total Administration	274,058	-	-	-	-	274,058	173,039	101,019	58.4%
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages	382,414					382,414	330,220	52,194	15.8%
Fringe Benefits	225,867					225,867	200,826	25,041	12.5%
Total COPS - Personnel	608,281	-	-	-	-	608,281	531,046	77,235	14.5%
<i>Cost of Providing Services - Other (List)</i>									
Repairs and Maintenance	77,900					77,900	52,200	25,700	49.2%
Tools and Small Equipment	11,100					11,100	3,500	7,600	217.1%
Utilities	33,500					33,500	21,800	11,700	53.7%
Vending Inventory	39,900					39,900	32,000	7,900	24.7%
Miscellaneous COPS*	2,500					2,500	814	1,686	207.1%
Total COPS - Other	164,900	-	-	-	-	164,900	110,314	54,586	49.5%
Total Cost of Providing Services	773,181	-	-	-	-	773,181	641,360	131,821	20.6%
Total Principal Payments on Debt Service in Lieu of Depreciation	39,068	-	-	-	-	39,068	22,862	16,206	70.9%
Total Operating Appropriations	1,086,307	-	-	-	-	1,086,307	837,261	249,046	29.7%
NON-OPERATING APPROPRIATIONS									
Total Interest Payments on Debt	10,772	-	-	-	-	10,772	8,889	1,883	21.2%
Operations & Maintenance Reserve	-					-	-	-	#DIV/0!
Renewal & Replacement Reserve	-					-	-	-	#DIV/0!
Municipality/County Appropriation	-					-	-	-	#DIV/0!
Other Reserves	-					-	-	-	#DIV/0!
Total Non-Operating Appropriations	10,772	-	-	-	-	10,772	8,889	1,883	21.2%
TOTAL APPROPRIATIONS	1,097,079	-	-	-	-	1,097,079	846,150	250,929	29.7%
ACCUMULATED DEFICIT									#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,097,079	-	-	-	-	1,097,079	846,150	250,929	29.7%
UNRESTRICTED NET POSITION UTILIZED									
Municipality/County Appropriation	-	-	-	-	-	-	-	-	#DIV/0!
Other	-	-	-	-	-	-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$1,097,079	\$ -	\$ -	\$ -	\$ -	\$1,097,079	\$ 846,150	\$ 250,929	29.7%

* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations \$54,315.35 \$ - \$ - \$ - \$ - \$ - \$ - \$54,315.35

2015 Adopted Appropriations Schedule

The Township of Toms River Parking Authority

	<i>Adopted Budget</i>						Total All Operations
	Parking	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 35,745						\$ 35,745
Fringe Benefits	36,575						36,575
Total Administration - Personnel	72,320	-	-	-	-	-	72,320
<i>Administration - Other (List)</i>							
Liability/Auto/Umbrella Insurance	26,569						26,569
Office Expense	22,200						22,200
Professional Services	29,850						29,850
Telephone	15,600						15,600
Miscellaneous Administration*	6,500						6,500
Total Administration - Other	100,719	-	-	-	-	-	100,719
Total Administration	173,039	-	-	-	-	-	173,039
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	330,220						330,220
Fringe Benefits	200,826						200,826
Total COPS - Personnel	531,046	-	-	-	-	-	531,046
<i>Cost of Providing Services - Other (List)</i>							
Repairs and Maintenance	52,200						52,200
Tools and Small Equipment	3,500						3,500
Utilities	21,800						21,800
Vending Inventory	32,000						32,000
Miscellaneous COPS*	814						814
Total COPS - Other	110,314	-	-	-	-	-	110,314
Total Cost of Providing Services	641,360	-	-	-	-	-	641,360
Total Principal Payments on Debt Service in Lieu of Depreciation	22,862	-	-	-	-	-	22,862
Total Operating Appropriations	837,261	-	-	-	-	-	837,261
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	8,889	-	-	-	-	-	8,889
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	8,889	-	-	-	-	-	8,889
TOTAL APPROPRIATIONS	846,150	-	-	-	-	-	846,150
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	846,150	-	-	-	-	-	846,150
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other							-
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 846,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 846,150

* 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	\$ 41,863.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,863.05
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5 Year Debt Service Schedule - Principal

The Township of Toms River Parking Authority

	Current Year (2015)	Fiscal Year Beginning in						Total Principal Outstanding	
		2016	2017	2018	2019	2020	2021		Thereafter
Parking									
Santander Bank	\$ 8,961	\$ 9,429	\$ 9,921	\$ 10,439	\$ 10,984	\$ 11,557	\$ 3,420	\$ -	\$ 55,750
Ford Credit	5,195	5,513	5,850	6,208	1,072	-	-	-	18,643
Kansas State Bank	8,706	15,420	16,069	16,744	17,449	5,978	-	-	71,660
Capital Leasing	-	8,706	15,420	16,069	16,744	17,449	5,978	-	80,366
Total Principal	22,862	39,068	47,260	49,460	46,249	34,984	9,398	-	226,419
Operation #2									
Debt Issuance #1	-	-	-	-	-	-	-	-	-
Debt Issuance #2	-	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-	-
Total Principal	-	-	-	-	-	-	-	-	-
Operation #3									
Debt Issuance #1	-	-	-	-	-	-	-	-	-
Debt Issuance #2	-	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-	-
Total Principal	-	-	-	-	-	-	-	-	-
Operation #4									
Debt Issuance #1	-	-	-	-	-	-	-	-	-
Debt Issuance #2	-	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-	-
Total Principal	-	-	-	-	-	-	-	-	-
Operation #5									
Debt Issuance #1	-	-	-	-	-	-	-	-	-
Debt Issuance #2	-	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-	-
Total Principal	-	-	-	-	-	-	-	-	-
Operation #6									
Debt Issuance #1	-	-	-	-	-	-	-	-	-
Debt Issuance #2	-	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-	-
Total Principal	-	-	-	-	-	-	-	-	-
TOTAL PRINCIPAL ALL OPERATIONS	\$ 22,862	\$ 39,068	\$ 47,260	\$ 49,460	\$ 46,249	\$ 34,984	\$ 9,398	\$ -	\$ 226,419

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

	Moody's	Standard & Poors
Bond Rating		
Year of Last Rating		

5 Year Debt Service Schedule - Interest

The Township of Toms River Parking Authority

Fiscal Year Beginning in

	Current Year (2015)	2016	2017	2018	2019	2020	2021	Thereafter	Total Interest Payments Outstanding
Parking									
Santander Bank	\$ 3,093	\$ 2,625	\$ 2,133	\$ 1,615	\$ 1,070	\$ 496	\$ 2,607	\$ -	\$ 10,546
Ford Credit	1,278	960	623	266	7	-	-	-	1,857
Kansas State Bank	4,518	2,668	2,022	1,344	639	51	-	-	6,724
Capital Leasing		4,518	2,668	2,022	1,344	639	51	-	11,243
Total Interest Payments	8,889	10,772	7,447	5,247	3,060	1,186	2,658	-	30,369
Operation #2									
Debt Issuance #1	-	-	-	-	-	-	-	-	-
Debt Issuance #2	-	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-	-
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #3									
Debt Issuance #1	-	-	-	-	-	-	-	-	-
Debt Issuance #2	-	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-	-
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #4									
Debt Issuance #1	-	-	-	-	-	-	-	-	-
Debt Issuance #2	-	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-	-
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #5									
Debt Issuance #1	-	-	-	-	-	-	-	-	-
Debt Issuance #2	-	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-	-
Total Interest Payments	-	-	-	-	-	-	-	-	-
Operation #6									
Debt Issuance #1	-	-	-	-	-	-	-	-	-
Debt Issuance #2	-	-	-	-	-	-	-	-	-
Debt Issuance #3	-	-	-	-	-	-	-	-	-
Debt Issuance #4	-	-	-	-	-	-	-	-	-
Total Interest Payments	-	-	-	-	-	-	-	-	-
TOTAL INTEREST ALL OPERATIONS	\$ 8,889	\$ 10,772	\$ 7,447	\$ 5,247	\$ 3,060	\$ 1,186	\$ 2,658	\$ -	\$ 30,369

2016 Net Position Reconciliation

The Township of Toms River Parking Authority
 For the Period January 1, 2016 to December 31, 2016

Proposed Budget

	Parking	Operation #2	#3	#4	#5	Operation #6	Total All Operations
	\$ 440,297						\$ 440,297
	157,865						157,865
	57,410						57,410
	225,022	-	-	-	-	-	225,022

TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)

- Less: Invested in Capital Assets, Net of Related Debt (1)
- Less: Restricted for Debt Service Reserve (1)
- Less: Other Restricted Net Position (1)
- Total Unrestricted Net Position (1)
- 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

Unrestricted Net Position Utilized to Balance Proposed Budget	225,022	-	-	-	-	-	225,022
Unrestricted Net Position Utilized in Proposed Capital Budget	14,300	-	-	-	-	-	14,300
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	14,300	-	-	-	-	-	14,300

PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR

(4)	\$ 210,722	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210,722
-----	------------	------	------	------	------	------	------------

(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 \$ 54,315 \$ - \$ - \$ - \$ - \$ - \$ 54,315

(4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2016
The Township of
Toms River
Parking Authority

AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2016 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM


The Township of Toms River Parking Authority

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

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the The Township of Toms River Parking Authority, on the 4th day of November, 2015.

OR

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

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

2016 CAPITAL BUDGET/PROGRAM MESSAGE

The Township of Toms River Parking Authority

FISCAL YEAR: FROM: January 1, 2015 TO: December, 2015

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? **It has not been the practice to consult the local planning boards or any other governmental body of this jurisdiction. However, the Parking Authority will be consulting with the Township governing body regarding the budgeted rate increase.**
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 current proposed capital project and capital expenditures over the next five years has made it necessary to increase parking rates.**
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. **N/A**
6. Please indicate which capital projects/project financings are being undertaken within the boundary of a State Planning Commission-designated Center and/or Endorsed Plan and if the project was included in the Plan Implementation Agenda for that Center/Endorsed Plan. **N/A**

Add additional sheets if necessary.

2016 Proposed Capital Budget

The Township of Toms River Parking Authority
For the Period January 1, 2016 to December 31, 2016

	Estimated Total Cost	Funding Sources				Other Sources
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	
<i>Parking</i>						
Single Space Meters	\$ 85,800	\$ 7,800		\$ 78,000		Financing
Office Furniture/Computers	6,500	6,500				
Enforcement Vehicles	-					
Maintenance Vehicle	-					
Total	92,300	14,300	-	78,000	-	-
<i>Operation #2</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>Operation #3</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>Operation #4</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>Operation #5</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
<i>Operation #6</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 92,300	\$ 14,300	\$ -	\$ 78,000	\$ -	\$ -

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, 2016 to December 31, 2016

	Estimated Total Cost	Fiscal Year Beginning in					
		Current Year Proposed Budget	2017	2018	2019	2020	2021
<i>Parking</i>							
Single Space Meters	\$ 85,800	\$ 85,800					
Office Furniture/Computers	6,500	6,500					
Enforcement Vehicles	64,000	-		32,000	32,000		
Maintenance Vehicle	50,000	-	50,000				
Total	206,300	92,300	50,000	32,000	32,000	-	-
<i>Operation #2</i>							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #3</i>							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #4</i>							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #5</i>							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #6</i>							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 206,300	\$ 92,300	\$ 50,000	\$ 32,000	\$ 32,000	\$ -	\$ -

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, 2016 to December 31, 2016

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
Parking					
Single Space Meters	\$ 85,800	\$ 7,800		\$ 78,000	Funding
Office Furniture/Computers	6,500	6,500			
Enforcement Vehicles	64,000	6,400		57,600	Funding
Maintenance Vehicle	50,000	5,000		45,000	Funding
Total	206,300	25,700	-	180,600	-
Operation #2					
Project A Description	-				
Project B Description	-				
Project C Description	-				
Project D Description	-				
Total	-	-	-	-	-
Operation #3					
Project A Description	-				
Project B Description	-				
Project C Description	-				
Project D Description	-				
Total	-	-	-	-	-
Operation #4					
Project A Description	-				
Project B Description	-				
Project C Description	-				
Project D Description	-				
Total	-	-	-	-	-
Operation #5					
Project A Description	-				
Project B Description	-				
Project C Description	-				
Project D Description	-				
Total	-	-	-	-	-
Operation #6					
Project A Description	-				
Project B Description	-				
Project C Description	-				
Project D Description	-				
Total	-	-	-	-	-
TOTAL	\$ 206,300	\$ 25,700	\$ -	\$ 180,600	\$ -
Total 5 Year Plan per CB-4	\$ 206,300				
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.