

*Authority Budget of:* **ADOPTED COPY**

*West New York Parking Authority*

State Filing Year

2018

**APPROVED COPY**

*For the Period:*

*January 1, 2018*

*to*

*December 31, 2018*

[www.wnyparkingauthority.org](http://www.wnyparkingauthority.org)

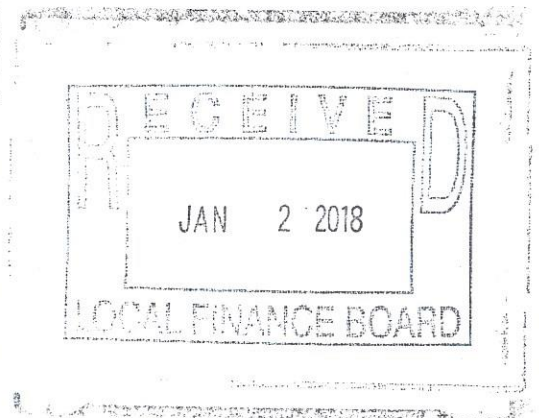
Authority Web Address

LOCAL GOVT SERVICES  
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Department Of



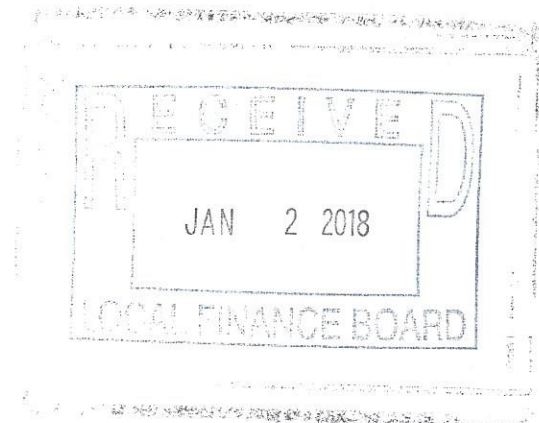
**Community  
Affairs**



*Division of Local Government Services*

# 2018 AUTHORITY BUDGET

## Certification Section



2018

**WEST NEW YORK PARKING**

**AUTHORITY BUDGET**

**FISCAL YEAR: FROM JANUARY 1, 2018 TO DECEMBER 31, 2018**

**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: 11/14/2017

**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: 1/19/2018

# 2018 PREPARER'S CERTIFICATION

## WEST NEW YORK PARKING

### AUTHORITY BUDGET

**FISCAL YEAR:** FROM: JANUARY 1, 2018 **TO:** DECEMBER 31, 2018

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:	<i>Steven A Rodas</i>		
Name:	Steven Rodas		
Title:	Assistant CFO		
Address:	224 60 <sup>th</sup> St. West New York, NJ 07093		
Phone Number:	201-295-1575	Fax Number:	201-869-6637
E-mail address	srodas@wnypanj.com		

# 2018 APPROVAL CERTIFICATION

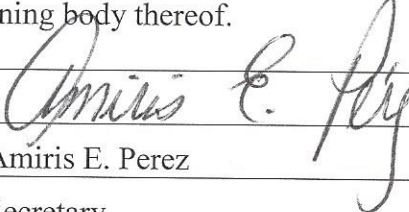
## WEST NEW YORK PARKING

### AUTHORITY BUDGET

**FISCAL YEAR:** FROM: JANUARY 1, 2018 TO: DECEMBER 31, 2018

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 West New York Parking Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 17th day of October, 2017.

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:	Amiris E. Perez		
Title:	Secretary		
Address:	224 60 <sup>th</sup> St. West New York, NJ 07093		
Phone Number:	201-295-1575	Fax Number:	201-869-6637
E-mail address	aperez@wnypanj.com		

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	www.wnyparkingauthority.org
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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.

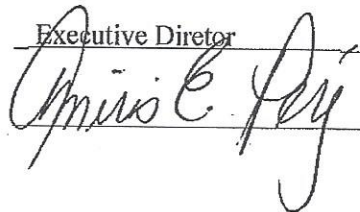
Name of Officer Certifying compliance

Amiris E Perez

Title of Officer Certifying compliance

Executive Director

Signature



# 2018 AUTHORITY BUDGET RESOLUTION WEST NEW YORK PARKING AUTHORITY

**FISCAL YEAR:** FROM: JANUARY 1, 2018 TO: DECEMBER 31, 2018

WHEREAS, the Annual Budget and Capital Budget for the West New York Parking Authority for the fiscal year beginning, January 1, 2018 and ending, December 31, 2018 has been presented before the governing body of the West New York Parking Authority at its open public meeting of October 17, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$2,926,800, Total Appropriations, including any Accumulated Deficit if any, of \$2,926,800 and Total Unrestricted Net Position utilized of \$-0-; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$930,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$880,000; and

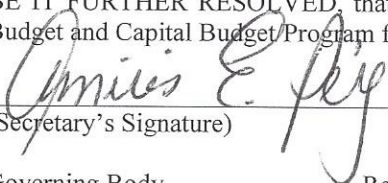
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for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

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the West New York Parking Authority, at an open public meeting held on October 17, 2017 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the West New York Parking Authority for the fiscal year beginning, January 1, 2018 and ending, December 31, 2018 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 West New York Parking Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 19, 2017.

  
\_\_\_\_\_  
(Secretary's Signature)

October 17, 2017  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Sixto Cardenas	X			
Armando Alvarez	X			
Elizabeth Hernandez	X			
Adam Cruz	X			
Anthony Gomez				X

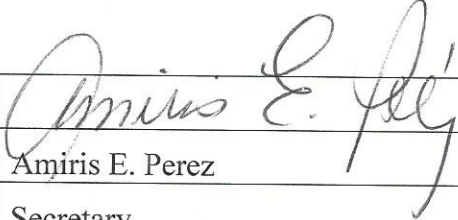
# 2018 ADOPTION CERTIFICATION

## WEST NEW YORK PARKING

### AUTHORITY BUDGET

**FISCAL YEAR:** FROM: JANUARY 1, 2018 TO: DECEMBER 31, 2018

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 West New York Parking Authority, pursuant to N.J.A.C. 5:31-2.3, on the 12th day of, December, 2017.

Officer's Signature:			
Name:	Amiris E. Perez		
Title:	Secretary		
Address:	224 60 <sup>th</sup> St. West New York, NJ 07093		
Phone Number:	201-295-1575	Fax Number:	201-869-6637
E-mail address	aperez@wnypanj.com		



**RESOLUTION 017-086**  
**2018 ADOPTED BUDGET RESOLUTION**  
**WEST NEW YORK PARKING**  
**AUTHORITY**

**MOTIONED BY: Commissioner Adam Cruz**

**SECONDED BY: Chairman Sixto Cardenas**

**FISCAL YEAR: FROM: January 1, 2018 TO: December 31, 2018**

**WHEREAS**, the Annual Budget and Capital Budget/Program for the West New York Parking Authority for the fiscal year beginning January 1, 2018 and ending, December 31, 2018 has been presented for adoption before the governing body of the West New York Parking Authority at its open public meeting of December 12, 2017; 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

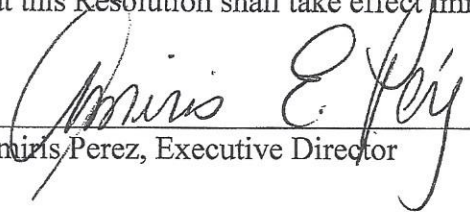
**WHEREAS**, the Annual Budget as presented for adoption reflects Total Revenues of \$2,926,800, Total Appropriations, including any Accumulated Deficit, if any, of \$2,926,800 and Total Unrestricted Net Position utilized of \$-0-; and

**WHEREAS**, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$930,000 and Total Unrestricted Net Position planned to be utilized of \$880,000; and

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of West New York Parking Authority, at an open public meeting held on December 12, 2017 that the Annual Budget and Capital Budget/Program of the West New York Parking Authority for the fiscal year beginning, January 1, 2018 and, ending, December 31, 2018 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; and

**BE IT FURETHER RESOLVED**, that this Resolution shall take effect immediately.

  
\_\_\_\_\_  
Amiris Perez, Executive Director

**Dated:** December 12, 2017

**APPROVED AS TO LEGAL FORM**

  
WHIPPLE AZZARELLO, LLC  
GENERAL COUNSEL

**APPROVED AS TO AVAILABILITY OF FUNDS**

  
DONOHUE, GIRONDA & DORIA  
CERTIFYING FINANCIAL OFFICER

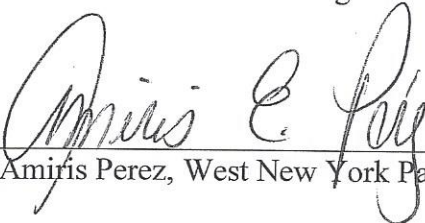
**VOTING RECORD**

**Dated:** December 12, 2017

	Yes	No	Abstain	Absent
Chairman Sixto Cardenas	X			
Commissioner Armando Alvarez				X
Commissioner Elizabeth Hernandez	X			
Commissioner Adam Cruz	X			
Commissioner Anthony Gomez	X			

**Dated:** December 12, 2017

I certify that the above record is an accurate recitation of the votes cast by the Board of Commissioners of West New York Parking Authority.

  
Amiris Perez, West New York Parking Authority

# 2018 ADOPTED BUDGET RESOLUTION

## WEST NEW YORK PARKING AUTHORITY

**FISCAL YEAR:** FROM: JANUARY 1, 2018 TO: DECEMBER 31, 2018

WHEREAS, the Annual Budget and Capital Budget/Program for the West New York Parking Authority for the fiscal year beginning January 1, 2018 and ending, December 31, 2018 has been presented for adoption before the governing body of the West New York Parking Authority at its open public meeting of December 12, 2017; and

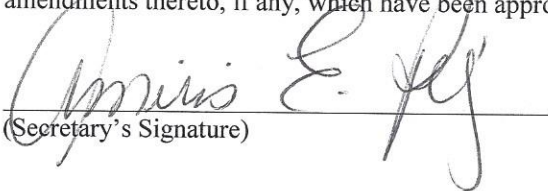
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 2,926,800 Total Appropriations, including any Accumulated Deficit, if any, of \$2,926,800 and Total Unrestricted Net Position utilized of \$-0-; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$930,000 and Total Unrestricted Net Position planned to be utilized of \$880,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of West New York Parking Authority, at an open public meeting held on December 12, 2017 that the Annual Budget and Capital Budget/Program of the West New York Parking Authority for the fiscal year beginning, January 1, 2018 and, ending, December 31, 2018 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

  
(Secretary's Signature)

12/12/17  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Sixto Cardenas	X			
Armando Alvarez				X
Adam Cruz	X			
Anthony Gomez	X			
Elizabeth Hernandez	X			

# **2018 AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2018 AUTHORITY BUDGET MESSAGE & ANALYSIS

## WEST NEW YORK PARKING AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2018 TO: DECEMBER 31, 2018

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

1. Complete a brief statement on the 2018 proposed Annual Budget and make comparison to the 2017 adopted budget for each operation. Explain any variances over +/-10% (**As shown on budget page F-4 explains the reason for changes for each appropriation changing more than 10%**) for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide a copy of the resolution authorizing the rate increase.

**The 2018 proposed budget is \$270,800 (10.2%) more than the 2017 adopted budget.**

**2018 Administration Salary is \$92,200 (38.9%) higher than 2017. This is a result of hiring an assistant CFO and promoting the Acting Executive Director to Executive Director.**

**2018 Fringe Benefits is \$33,600 (49.5%) higher than 2017. This is a result of providing health insurance benefits to new employees.**

**2018 Administration – Credit Card Fees is \$13,000 (46.4%) greater than 2017. This increase in Credit Card Fees is due to our new Smart Meters that will allow individuals to pay meters utilizing their credit cards. (more credit card transactions)**

**2018 Miscellaneous Administration is \$23,400 (23.6%) greater than 2017. This is a result of an increase in education, cellphones, and computer equipment expenses that we believe are essential for day to day administrative tasks. We have determined that cell phone and computer upgrades will be needed this upcoming year.**

**2018 Cost of Providing Services License Plate Recognition Software is \$30,000 (42.9%) greater than 2017. After gather various quotes in 2017, we determined that LPR Software will cost the Parking Authority closer to \$100,000. We plan on purchasing the software in 2018.**

**2018 Cost of Providing Services Snow Removal is -\$15,000 (-42.9%) less than 2017. In 2017 we budgeted \$35,000 for snow removal while only spending about \$9,000.00 year to date. We are confident in our staff's ability to manage through upcoming snow storms. With the purchase of our newest vehicle that will include having a state of the art snow plow we feel comfortable with budgeting \$20,000 for 2018.**

**2018 Cost of Providing Services Smart Meter Fees is \$48,350 (100%) greater than 2017. We are budgeting smart meter fees for 2018 due to the implementation of our new smart meters.**

2018 Cost of Providing Services Street Signs is \$15,000 (150%) greater than 2017. We have decided to purchase new streets signs for all of our streets. We have received quotes and feel comfortable with budgeting \$25,000 for 2018.

2018 Cost of Providing Services Utilities is -\$4,000 (-12.5%) less than 2017. We have implemented new controls to keep track of our PSE&G bills that we believe will save us at least \$4,000 in 2018.

2018 Miscellaneous Cost of Providing Services is \$27,948 (29.8%) greater than 2017. This is due to a \$10,000 increase for Repairs and Maintenance to our 62<sup>nd</sup> St. Garage, \$9,000 Engineering expense to determine the condition of our garages as well as any work or upgrades that need to be reviewed by Certified Engineers, \$3,000 increase in permits, and \$5,000 increase in Uniform purchases for our staff.

2018 Total Net Appropriations is \$270,800 (10.2%) greater than 2017?

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 explains reason for change for each revenue changing more than 10%) from the current year adopted budget.

2018 Meter Revenue is \$184,100 (15.4%) greater than 2017. We are confident in this increase due to our year to date collections and where we are projected to receive by years end. Our 2018 Meter Revenue reflects a slightly lower number then our year end projections. We have been very successful at our 51<sup>st</sup> & 52<sup>nd</sup> St. Lot, 57<sup>th</sup> & 58<sup>th</sup> Lot, as well as our Bergenline North and South Meters. We believe that we can duplicate this and having new Smart Meters that accept credit cards should support this.

2018 Interest Earned is \$4,500 (60.7%) greater than 2017. Year to date, we currently collected \$4,880 in interest income, that was \$2,080 over the \$2,800 we projected in the 2017 Budget. We are seeing this increase due to a better return on our bank deposits.

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/regional economy is stable and is not expected to impact the proposed budget.

4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered.

The Authority is using \$880,000 of its available Unrestricted Net Position to partially fund its capital budget rather than issuing bonds for the entire amount of the projects.

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 funds are being transferred to the Town of West New York as a budget subsidy. There is a shared services agreement between the Authority and the Town for the services of a qualified purchasing agent. The agreement totals \$20,900 for a one year period.

6. The proposed budget must not reflect an anticipated deficit from 2018 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a

**There is no deficit.**

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 in the rate structure since the prior year budget submission and there are no proposed changes to the rate structure in the coming year.**

# AUTHORITY CONTACT INFORMATION

## 2018

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

<b>Name of Authority:</b>	West New York Parking Authority		
<b>Federal ID Number:</b>	22-1772259		
<b>Address:</b>	224 60 <sup>th</sup> Street		
<b>City, State, Zip:</b>	West New York	NJ	07093
<b>Phone: (ext.)</b>	201-295-1575	<b>Fax:</b>	201-869-6637

<b>Preparer's Name:</b>	Steven Rodas		
<b>Preparer's Address:</b>	224 60 <sup>th</sup> Street		
<b>City, State, Zip:</b>	West New York	NJ	07093
<b>Phone: (ext.)</b>	201-295-1575	<b>Fax:</b>	201-869-6637
<b>E-mail:</b>	srodas@wnypanj.com		

<b>Chief Executive Officer:</b>	Amiris E. Perez		
<b>Phone: (ext.)</b>	201-295-1575	<b>Fax:</b>	201-869-6637
<b>E-mail:</b>	aperez@wnypanj.com		

<b>Chief Financial Officer:</b>	Linda Kish		
<b>Phone: (ext.)</b>	201-295-1575	<b>Fax:</b>	201-869-6637
<b>E-mail:</b>	lkish@wnypanj.com		

<b>Name of Auditor:</b>	Robert D'Uva		
<b>Name of Firm:</b>	Mendonca & Partners		
<b>Address:</b>	1030 Salem Road		
<b>City, State, Zip:</b>	Union	NJ	07083
<b>Phone: (ext.)</b>	908-352-9797	<b>Fax:</b>	908-351-4520
<b>E-mail:</b>	rduva@mpcpallc.com		



# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## WEST NEW YORK PARKING AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2018 TO: DECEMBER 31, 2018

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 2016 or 2017) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 31
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2016 or 2017) Transmittal of Wage and Tax Statements: \$687,477.32
- 3) Provide the number of regular voting members of the governing body: 5
- 4) Provide the number of alternate voting members of the governing body: 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, 2017 or 2018 deadline has passed 2017 or 2018) 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 Authorities procedures for all employees. The Executive Director's compensation is specified in her written employment contract, which was approved by the Authority's Board of Commissioners.**

- 11) Did the Authority pay for meals or catering during the current fiscal year? **YES** *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. The Authority paid \$288.12 during 2017 for lunch for the employees for Administrative Professionals Day.*
- 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 **YES. The Executive Director currently receives an auto allowance of \$600 per month in accordance with the terms of her employment contract.**
  - 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? **YES** *If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.*
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? **NO** *If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? **NO** *If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES, HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS**  
**WEST NEW YORK PARKING AUTHORITY**

**FISCAL YEAR:** FROM: JANUARY 1, 2018 TO: DECEMBER 31, 2018

*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, 2018, the most recent W-2 and 1099 should be used 2017 or 2016 (60 days prior to start of budget year is November 1, 2017, with 2016 being the most recent calendar year ended), and for fiscal years ending June 30, 2018, the calendar year 2017 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2017, with 2017 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.



# Schedule of Health Benefits - Detailed Cost Analysis

West New York Parking Authority

For the Period January 1, 2018 to December 31, 2018

	# of Covered Members		Annual Cost		# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior year Year Cost	% Increase (Decrease)
	Proposed Budget	Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	Annual Cost				
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	7	\$ 11,422	\$ 79,954	5	\$ 11,993	\$ 59,965	\$ 19,989	33.3%
Parent & Child	0			0				#DIV/0!
Employee & Spouse (or Partner)	4	25,804	103,216	4	27,095	108,380	(5,164)	-4.8%
Family	3	31,820	95,460	3	33,411	100,233	(4,773)	-4.8%
Employee Cost Sharing Contribution (enter as negative -)			(23,448)			(18,403)	(5,045)	27.4%
Subtotal	14		255,182	12		250,175	5,007	2.0%
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage								#DIV/0!
Parent & Child								#DIV/0!
Employee & Spouse (or Partner)								#DIV/0!
Family								#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)								#DIV/0!
Subtotal	0			0				#DIV/0!
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage	1	6,256	6,256	1	6,569	6,569	(313)	-4.8%
Parent & Child								#DIV/0!
Employee & Spouse (or Partner)	1	12,512	12,512	1	13,138	13,138	(626)	-4.8%
Family								#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)	2		18,768	2		19,707	(939)	-4.8%
Subtotal	16		\$ 273,950	14		\$ 269,882	\$ 4,068	1.5%

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 Accumulated Liability for Compensated Absences

West New York Parking Authority  
 For the Period January 1, 2018 to December 31, 2018

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

X Box if Authority has no Compensated Absences

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at End of Last Issued Audit Report	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit (check applicable items)		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Total liability for accumulated compensated absences at beginning of current year		\$ -			

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

# Schedule of Shared Service Agreements

For the Period January 1, 2018 to December 31, 2018

*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
Town of West New York	West New York Parking Authority	Qualified Purchasing Agent	Services are continuing on a month to month basis	Oct 2013	Oct 2014	\$ 20,900

If No Shared Services X this Box

**2018 AUTHORITY BUDGET**

**Financial Schedules Section**



# SUMMARY

West New York Parking Authority  
 For the Period January 1, 2018 to December 31, 2018

	<i>FY 2018 Proposed Budget</i>				<i>FY 2017 Adopted Budget</i>		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Parking	Operation #2	N/A	N/A	Total All Operations	Total All Operations		
<b>REVENUES</b>								
Total Operating Revenues	\$ 2,872,860	\$ -	\$ -	\$ -	\$ 2,872,860	\$ 2,604,600	\$ 268,260	10.3%
Total Non-Operating Revenues	53,940	-	-	53,940	51,400	2,540	4.9%	
Total Anticipated Revenues	2,926,800	-	-	2,926,800	2,656,000	270,800	10.2%	
<b>APPROPRIATIONS</b>								
Total Administration	953,550	-	-	953,550	785,900	167,650	21.3%	
Total Cost of Providing Services	1,249,898	-	-	1,249,898	1,141,993	107,905	9.4%	
Total Principal Payments on Debt Service in Lieu of Depreciation	350,000	-	-	350,000	340,000	10,000	2.9%	
Total Operating Appropriations	2,553,448	-	-	2,553,448	2,267,893	285,555	12.6%	
Total Interest Payments on Debt	373,352	-	-	373,352	388,107	(14,755)	-3.8%	#DIV/0!
Total Other Non-Operating Appropriations	373,352	-	-	373,352	388,107	(14,755)	-3.8%	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	2,926,800	-	-	2,926,800	2,656,000	270,800	10.2%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	2,926,800	-	-	2,926,800	2,656,000	270,800	10.2%	
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 0	\$ -	\$ -	\$ 0	\$ -	\$ 0	\$ 0	#DIV/0!

# Revenue Schedule

## West New York Parking Authority

For the Period January 1, 2018 to December 31, 2018

	<b>FY 2018 Proposed Budget</b>						<b>FY 2017 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	Parking	Operation #2	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	
<b>OPERATING REVENUES</b>										
<i>Service Charges</i>										
Residential							\$ -	\$ -	\$ -	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Service Charges							-	-	-	#DIV/0!
<i>Connection Fees</i>										
Residential							-	-	-	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Connection Fees							-	-	-	#DIV/0!
<i>Parking Fees</i>										
Meters	1,377,000					-	1,377,000	1,192,900	184,100	15.4%
Permits	1,045,860					-	1,045,860	950,600	95,260	10.0%
Fines/Penalties	450,000					-	450,000	461,100	(11,100)	-2.4%
Other							-	-	-	#DIV/0!
Total Parking Fees	2,872,860					-	2,872,860	2,604,600	268,260	10.3%
<i>Other Operating Revenues (List)</i>										
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Total Other Revenue							-	-	-	#DIV/0!
Total Operating Revenues	2,872,860					-	2,872,860	2,604,600	268,260	10.3%
<b>NON-OPERATING REVENUES</b>										
<i>Other Non-Operating Revenues (List)</i>										
Type in							-	-	-	#DIV/0!
Recycling Bins	48,600					-	48,600	48,600	-	0.0%
Misc Income	840					-	840	-	840	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Total Other Non-Operating Revenue	49,440					-	49,440	48,600	840	1.7%
<i>Interest on Investments &amp; Deposits (List)</i>										
Interest Earned							-	-	-	#DIV/0!
Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Interest	4,500					-	4,500	2,800	1,700	60.7%
Total Non-Operating Revenues	53,940					-	53,940	51,400	2,540	4.9%
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 2,926,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,926,800</b>	<b>\$ 2,656,000</b>	<b>\$ 270,800</b>	<b>10.2%</b>

# Prior Year Adopted Revenue Schedule

## West New York Parking Authority

### FY 2017 Adopted Budget

	Operation					Total All Operations
	Parking	#2	N/A	N/A	N/A	
<b>OPERATING REVENUES</b>						
<i>Service Charges</i>						
Residential						\$ -
Business/Commercial						-
Industrial						-
Intergovernmental						-
Other						-
Total Service Charges	-	-	-	-	-	-
<i>Connection Fees</i>						
Residential						-
Business/Commercial						-
Industrial						-
Intergovernmental						-
Other						-
Total Connection Fees	-	-	-	-	-	-
<i>Parking Fees</i>						
Meters	1,192,900					1,192,900
Permits	950,600					950,600
Fines/Penalties	461,100					461,100
Other						-
Total Parking Fees	2,604,600	-	-	-	-	2,604,600
<i>Other Operating Revenues (List)</i>						
Type in (Grant, Other Rev)						-
Type in (Grant, Other Rev)						-
Type in (Grant, Other Rev)						-
Type in (Grant, Other Rev)						-
Type in (Grant, Other Rev)						-
Type in (Grant, Other Rev)						-
Type in (Grant, Other Rev)						-
Type in (Grant, Other Rev)						-
Type in (Grant, Other Rev)						-
Type in (Grant, Other Rev)						-
Type in (Grant, Other Rev)						-
Total Other Revenue	-	-	-	-	-	-
Total Operating Revenues	2,604,600	-	-	-	-	2,604,600
<b>NON-OPERATING REVENUES</b>						
<i>Other Non-Operating Revenues (List)</i>						
Escrow Fund - 2006 Bonds						-
Recycling Bins	48,600					48,600
Type in						-
Type in						-
Type in						-
Type in						-
Other Non-Operating Revenues	48,600	-	-	-	-	48,600
<i>Interest on Investments &amp; Deposits</i>						
Interest Earned	2,800					2,800
Penalties						-
Other						-
Total Interest	2,800	-	-	-	-	2,800
Total Non-Operating Revenues	51,400	-	-	-	-	51,400
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 2,656,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,656,000</b>

# Appropriations Schedule

## West New York Parking Authority

For the Period January 1, 2018 to December 31, 2018

	<b>FY 2018 Proposed Budget</b>						<b>FY 2017 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	Parking	Operation #2	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	
							Total All Operations	All Operations	All Operations	
<b>OPERATING APPROPRIATIONS</b>										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 329,000					\$ 329,000	\$ 236,800	\$ 92,200	38.9%	
Fringe Benefits	101,500					101,500	67,900	33,600	49.5%	
Total Administration - Personnel	430,500					430,500	304,700	125,800	41.3%	
<i>Administration - Other (List)</i>										
See attached detail	400,350					400,350	381,900	18,450	4.8%	
Type in Description						-	-	-	#DIV/0!	
Type in Description						-	-	-	#DIV/0!	
Type in Description						-	-	-	#DIV/0!	
Miscellaneous Administration*	122,700					122,700	99,300	23,400	23.6%	
Total Administration - Other	523,050					523,050	481,200	41,850	8.7%	
Total Administration	953,550					953,550	785,900	167,650	21.3%	
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	569,750					569,750	554,700	15,050	2.7%	
Fringe Benefits	312,050					312,050	321,493	(9,443)	-2.9%	
Total COPS - Personnel	881,800					881,800	876,193	5,607	0.6%	
<i>Cost of Providing Services - Other (List)</i>										
See attached detail	246,350					246,350	172,000	74,350	43.2%	
Type in Description						-	-	-	#DIV/0!	
Type in Description						-	-	-	#DIV/0!	
Type in Description						-	-	-	#DIV/0!	
Miscellaneous COPS*	121,748					121,748	93,800	27,948	29.8%	
Total COPS - Other	368,098					368,098	265,800	102,298	38.5%	
Total Cost of Providing Services	1,249,898					1,249,898	1,141,993	107,905	9.4%	
Total Principal Payments on Debt Service in Lieu of Depreciation	350,000					350,000	340,000	10,000	2.9%	
Total Operating Appropriations	2,553,448					2,553,448	2,267,893	285,555	12.6%	
<b>NON-OPERATING APPROPRIATIONS</b>										
Total Interest Payments on Debt	373,352					373,352	388,107	(14,755)	-3.8%	
Operations & Maintenance Reserve						-	-	-	#DIV/0!	
Renewal & Replacement Reserve						-	-	-	#DIV/0!	
Municipality/County Appropriation						-	-	-	#DIV/0!	
Other Reserves						-	-	-	#DIV/0!	
Total Non-Operating Appropriations	373,352					373,352	388,107	(14,755)	-3.8%	
<b>TOTAL APPROPRIATIONS</b>	<b>2,926,800</b>					<b>2,926,800</b>	<b>2,656,000</b>	<b>270,800</b>	<b>10.2%</b>	
<b>ACCUMULATED DEFICIT</b>						-	-	-	#DIV/0!	
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>2,926,800</b>					<b>2,926,800</b>	<b>2,656,000</b>	<b>270,800</b>	<b>10.2%</b>	
<b>UNRESTRICTED NET POSITION UTILIZED</b>										
Municipality/County Appropriation						-	-	-	#DIV/0!	
Other						-	-	-	#DIV/0!	
Total Unrestricted Net Position Utilized						-	-	-	#DIV/0!	
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 2,926,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,926,800</b>	<b>\$ 2,656,000</b>	<b>\$ 270,800</b>	<b>10.2%</b>

\* 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 \$ 127,672.40 \$ - \$ - \$ - \$ - \$ - \$ - \$ 127,672.40

	<b>FY 2018 Proposed Budget</b>						<b>FY 2017 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	Operation					Total All	Total All	All Operations	All Operations	
	Parking	#2	N/A	N/A	N/A	N/A	Operations			
<b>OPERATING APPROPRIATIONS</b>										
<i>Administration - Other (List)</i>										
Insurance		149,350					149,350	143,900	5,450	3.8%
Accounting		54,000					54,000	54,000	-	0.0%
Legal		65,000					65,000	65,000	-	0.0%
Rent		42,000					42,000	42,000	-	0.0%
Credit Card Fees		41,000					41,000	28,000	13,000	46.4%
Office Expense		25,000					25,000	25,000	-	0.0%
Customer Communications		24,000					24,000	24,000	-	0.0%
Miscellaneous Administration*		122,700					122,700	99,300	23,400	23.6%
Total Administration - Other		523,050					523,050	481,200	41,850	8.7%
<i>Cost of Providing Services - Other (List)</i>										
License Plate Recognition Software		100,000					100,000	70,000	30,000	42.9%
Lot Improvements		25,000					25,000	25,000	-	0.0%
Snow Removal		20,000					20,000	35,000	(15,000)	-42.9%
Smart Meter Fees		48,350					48,350	-	48,350	#DIV/0!
Street Signs		25,000					25,000	10,000	15,000	150.0%
Utilities		28,000					28,000	32,000	(4,000)	-12.5%
Miscellaneous COPS*		121,748					121,748	93,800	27,948	29.8%
Total COPS - Other		368,098					368,098	265,800	102,298	38.5%

# Prior Year Adopted Appropriations Schedule

## West New York Parking Authority

### FY 2017 Adopted Budget

	Parking	Operation #2	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 236,800						\$ 236,800
Fringe Benefits	67,900						67,900
Total Administration - Personnel	304,700	-	-	-	-	-	304,700
<i>Administration - Other (List)</i>							
See attached detail	381,900						381,900
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous Administration*	99,300						99,300
Total Administration - Other	481,200	-	-	-	-	-	481,200
Total Administration	785,900	-	-	-	-	-	785,900
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	554,700						554,700
Fringe Benefits	321,493						321,493
Total COPS - Personnel	876,193	-	-	-	-	-	876,193
<i>Cost of Providing Services - Other (List)</i>							
See attached detail	172,000						172,000
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous COPS*	93,800						93,800
Total COPS - Other	265,800	-	-	-	-	-	265,800
Total Cost of Providing Services	1,141,993	-	-	-	-	-	1,141,993
Total Principal Payments on Debt Service in Lieu of Depreciation	340,000	-	-	-	-	-	340,000
Total Operating Appropriations	2,267,893	-	-	-	-	-	2,267,893
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	388,107	-	-	-	-	-	388,107
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	388,107	-	-	-	-	-	388,107
<b>TOTAL APPROPRIATIONS</b>	<b>2,656,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,656,000</b>
<b>ACCUMULATED DEFICIT</b>							<b>-</b>
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>2,656,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,656,000</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other							-
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 2,656,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,656,000</b>

\* 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     \$ 113,394.65     \$ -     \$ -     \$ -     \$ -     \$ -     \$ 113,394.65

West New York Parking Authority

FY 2017 Adopted Budget

	Operation					Total All Operations
	Parking	#2	N/A	N/A	N/A	
<b>OPERATING APPROPRIATIONS</b>						
<i>Administration - Other (List)</i>						
Insurance	143,900					143,900
Accounting	54,000					54,000
Legal	65,000					65,000
Rent	42,000					42,000
Credit Card Fees	28,000					28,000
Office Expense	25,000					25,000
Customer Communications	24,000					24,000
Miscellaneous Administration*	99,300					99,300
Total Administration - Other	481,200	-	-	-	-	481,200
<i>Cost of Providing Services - Other (List)</i>						
License Plate Recognition Software	70,000					70,000
Lot Improvements	25,000					25,000
Snow Removal	35,000					35,000
Smart Meter Fees	-					-
Street Signs	10,000					10,000
Utilities	32,000					32,000
Miscellaneous COPS*	93,800					93,800
Total COPS - Other	265,800	-	-	-	-	265,800





# Debt Service Schedule - Interest

West New York Parking Authority

If Authority has no debt X this box

	Adopted Budget Year 2017	Proposed Budget Year 2018	Fiscal Year Ending in					Total Interest Payments Outstanding
			2019	2020	2021	2022	2023	
<i>Parking</i>								
2006 Bonds	\$ 342,794	\$ 333,394	\$ 323,794	\$ 313,794	\$ 303,394	\$ 280,500	\$ 2,072,963	\$ 3,920,094
HCIA Capital Lease	45,313	39,958	34,458	28,854	23,000	10,542	3,938	157,646
Type in Issue Name								
Type in Issue Name								
Total Interest Payments	388,107	373,352	358,252	342,648	326,394	291,042	2,076,901	4,077,740
<i>Operation #2</i>								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments	-	-	-	-	-	-	-	-
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments	-	-	-	-	-	-	-	-
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments	-	-	-	-	-	-	-	-
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments	-	-	-	-	-	-	-	-
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments	-	-	-	-	-	-	-	-
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments	-	-	-	-	-	-	-	-
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments	388,107	373,352	358,252	342,648	326,394	291,042	2,076,901	4,077,740
<b>TOTAL INTEREST ALL OPERATIONS</b>								

# Net Position Reconciliation

West New York Parking Authority  
 For the Period January 1, 2018 to December 31, 2018

## FY 2018 Proposed Budget

	Parking	Operation #2	N/A	N/A	N/A	N/A	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)</b>	\$ 4,721,556						\$ 4,721,556
Less: Invested in Capital Assets, Net of Related Debt (1)	3,990,684						3,990,684
Less: Restricted for Debt Service Reserve (1)	171,448						-
Less: Other Restricted Net Position (1)	559,424						171,448
Total Unrestricted Net Position (1)							559,424
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)	2,188,016						2,188,016
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							-
Plus: Estimated Income (Loss) on Current Year Operations (2)							-
Plus: Other Adjustments (attach schedule)							-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	2,747,440						2,747,440
Unrestricted Net Position Utilized to Balance Proposed Budget							-
Unrestricted Net Position Utilized in Proposed Capital Budget	880,000						880,000
Appropriation to Municipality/County (3)							-
Total Unrestricted Net Position Utilized in Proposed Budget	880,000						880,000
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>							
<b>Last issued Audit Report (4)</b>	\$ 1,867,440	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,867,440

(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 \$ 127,672 \$ - \$ - \$ - \$ - \$ - \$ 127,672  
 (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.

2018

WEST NEW YORK  
PARKING  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

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# 2018 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

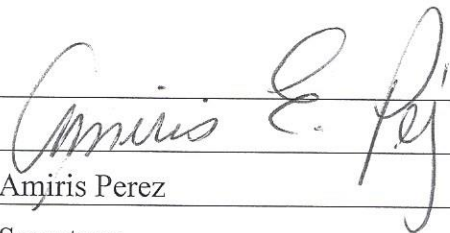
## WEST NEW YORK PARKING AUTHORITY

**FISCAL YEAR:** FROM: JANUARY 1, 2018 TO: DECEMBER 31, 2018

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 West New York Parking Authority, on the 17<sup>th</sup> day of October, 2017.

**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:	Amiris Perez		
Title:	Secretary		
Address:	224 60 <sup>th</sup> St. West New York, NJ 07093		
Phone Number:	201-295-1575	Fax Number:	201-869-6637
E-mail address	aperez@wnypanj.com		

# 2018 CAPITAL BUDGET/PROGRAM MESSAGE

## WEST NEW YORK PARKING Authority

**FISCAL YEAR:** FROM: JANUARY 1, 2018 TO: DECEMBER 31, 2018

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program?

**Yes**

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

**Yes**

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

**Not applicable**

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.

**No impact**

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.

**All projects fall within the Metropolitan Planning Area.**

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.

**All projects are within the boundaries of the Hudson County Urban Complex Endorsed Plan.**

*Add additional sheets if necessary.*

# Proposed Capital Budget

## West New York Parking Authority

For the Period January 1, 2018 to December 31, 2018

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Parking</i>						
Parking Lot Resurfacing	\$ 500,000	\$ 500,000				
Meters	350,000	350,000				
Vehicles	30,000	30,000				
Security Cameras	50,000			50,000		
Total	930,000	880,000	-	50,000	-	-
<i>Operation #2</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	-					
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Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 930,000</b>	<b>\$ 880,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>

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

# 5 Year Capital Improvement Plan

## West New York Parking Authority

For the Period January 1, 2018 to December 31, 2018

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					
		Year 2018	2019	2020	2021	2022	2023
<i>Parking</i>							
Parking Lot Resurfacing	\$ 500,000	\$ 500,000					
Meters	350,000	350,000					
Vehicles	180,000	30,000	30,000	30,000	30,000	30,000	30,000
Security Cameras	50,000	50,000					
Total	1,080,000	930,000	30,000	30,000	30,000	30,000	30,000
<i>Operation #2</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	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 1,080,000</b>	<b>\$ 930,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>

*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

## West New York Parking Authority

For the Period January 1, 2018 to December 31, 2018

	Estimated Total Cost	Funding Sources																																		
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources																														
<i>Parking</i>																																				
Parking Lot Resurfacing	\$ 500,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; text-align: right;">\$ 500,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">350,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">180,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">50,000</td> <td></td> <td></td> <td style="text-align: right;">50,000</td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">1,080,000</td> <td style="text-align: right;">1,030,000</td> <td style="text-align: center;">-</td> <td style="text-align: right;">50,000</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> </table>					\$ 500,000						350,000						180,000						50,000			50,000			1,080,000	1,030,000	-	50,000	-	-
\$ 500,000																																				
350,000																																				
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Meters	350,000																																			
Vehicles	180,000																																			
Security Cameras	50,000																																			
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Total	-																																			
<b>TOTAL</b>	<b>\$ 1,080,000</b>	<b>\$ 1,030,000</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>																														
Total 5 Year Plan per CB-4	\$ 1,080,000																																			
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.