

AGENDA
NEWTON PARKING AUTHORITY

FEBRUARY 2, 2017
8:45 A.M.

I. ROLL CALL

Mr. Edwards Mr. Mitchell Mr. Dudes Rev. Leone Mr. Ciaravolo
Mr. Russo Ms. Roth

II. OPEN PUBLIC MEETINGS ACT STATEMENT

III. APPROVAL OF MINUTES - December 1, 2016 Meeting

IV. FINANCIAL REPORTS - November 30, 2016 Treasurer's Report
December 31, 2016 Treasurer's Report
2016 Receipts and Disbursements

V. OLD BUSINESS

VI. NEW BUSINESS

- a. Annual Reorganization
 - i. Chairman _____
 - ii. Vice-Chairman _____
 - iii. Secretary _____
- b. Resolution A-2017 – Authorize the Execution of an Agreement for Auditing Services for 2017 with Ferraioli, Wielkotz, Cerullo & Cuva
- c. Update of new Parking Rates
- d. Review of Purchase Ledgers for Parking Passes – November and December 2016

VII. APPROVAL OF BILLS

- a. Amano McGann, Inc. _____ \$475.00
- b. Amano McGann, Inc. _____ 3,155.04
- c. Direct Energy Business, Inc. _____ 5.75
- d. Home Depot, Inc. _____ 99.32
- e. JCP&L _____ 548.60
- f. Montague Tool & Supply, Inc. _____ 87.84
- g. POM Incorporated _____ 520.00
- h. Staples Business Advantage, Inc. _____ 7.35
- i. Town of Newton, Current Account _____ 10,000.00
- j. Direct Energy Business, Inc. _____ 348.29
- k. Home Depot, Inc. _____ 5.27
- l. JCP&L _____ 925.32
- m. New Jersey Herald, Inc. _____ 68.40
- n. Take a Powder Inc. DBA Meter Product _____ 200.00

VIII. PUBLIC TO BE HEARD

IX. ADJOURNMENT

Next meeting is April 6, 2017

**Newton Parking Authority Treasurer's Report
November 30, 2016**

<u>CASH BALANCE:</u>		<u>INTEREST:</u>	<u>Monthly</u>	<u>YR-TO-DATE</u>
CHECKING ACCOUNT	\$ 53,270.54		\$ 17.01	\$ 198.69

STREET METER RECEIPTS:

MONTH \$ 1,294.11

YR-TO-DATE

2016 \$ 17,107.94
2015 \$ 16,989.67
2014 \$ 20,288.23

PLAZA RECEIPTS:

MONTH \$ 2,466.76

YR-TO-DATE

2016 \$ 26,052.63
2015 \$ 21,990.10
2014 \$ 30,764.95

PARKING PASS RECEIPTS:

MONTH \$ 1,780.00

YR-TO-DATE

2016 \$ 37,023.00
2015 \$ 29,244.00
2014 \$ 26,705.00

<u>MISCELLANEOUS:</u>		<u>LEASING CONTRACT:</u>	
MONTH	\$ -	MONTH	\$ -
YR-TO-DATE		YR-TO-DATE	
2016 \$	-	2016 \$	700.00
2015 \$	486.97	2015 \$	1,136.97
2014 \$	11,650.00	2014 \$	650.00

<u>MONTH</u>	<u>STREET MTR</u>	(CENTRAL) <u>#4 BLUE</u>	(EASTERN) <u>#5 BLK</u>	(MAIN) <u>#2</u>	(ADAMS) <u>#1 RED</u>	(WESTERN) <u>#3 GRN</u>
	158	69	36	24	46	108
2016	\$ 1,294.11	\$ 679.36	\$ 222.30	\$ 502.10	\$ 127.90	\$ 835.10
2015	\$ 1,638.07	\$ 628.24	\$ 149.06	\$ 478.40	\$ 179.31	\$ 866.74
2014	\$ 1,302.13	\$ 543.90	\$ 165.70	\$ 441.75	\$ 255.55	\$ 565.21
<u>YR-TO-DATE</u>						
2016	\$ 17,107.94	\$ 6,761.30	\$ 2,430.50	\$ 5,498.33	\$ 2,199.63	\$ 9,162.87
2015	\$ 16,989.67	\$ 5,268.91	\$ 1,804.33	\$ 5,066.37	\$ 1,707.71	\$ 8,142.78
2014	\$ 20,288.23	\$ 9,467.02	\$ 2,728.33	\$ 7,594.60	\$ 2,763.15	\$ 10,111.83

**NEWTON PARKING AUTHORITY TREASURERS REPORT
DECEMBER 31, 2016**

<u>CASH BALANCE:</u>		<u>INTEREST:</u>	<u>Monthly</u>	<u>YR-TO-DATE</u>
CHECKING ACCOUNT	\$150,719.64		\$34.23	\$232.92

STREET METER RECEIPTS:

MONTH	\$1,512.34
YR-TO-DATE	
2016	\$18,620.28
2015	\$18,475.49
2014	\$22,654.87

PLAZA RECEIPTS:

MONTH	\$342.40
YR-TO-DATE	
2016	\$26,360.80
2015	\$22,785.21
2014	\$33,237.95

PARKING PASS RECEIPTS:

MONTH	\$493.26
YR-TO-DATE	
2016	\$37,516.26
2015	\$29,679.00
2014	\$26,945.00

<u>MISCELLANEOUS:</u>		<u>LEASING CONTRACT:</u>	
MONTH	\$ 100,000.00	MONTH	\$ -
	RPM		
YR-TO-DATE		YR-TO-DATE	
2016	\$100,000.00	2016	\$700.00
2015	\$486.97	2015	\$650.00
2014	\$11,650.00	2014	\$650.00

<u>MONTH</u>	<u>STREET MTR</u>	(CENTRAL) <u>#4 BLUE</u>	(EASTERN) <u>#5 BLK</u>	(MAIN) <u>#2</u>	(ADAMS) <u>#1 RED</u>	(WESTERN) <u>#3 GRN</u>
	158	69	36	24	46	108
2016	\$1,512.34	\$64.20	\$0.00	\$131.47	\$14.50	\$98.00
2015	\$1,485.82	\$65.83	\$35.45	\$513.32	\$33.75	\$146.76
2014	\$2,366.64	\$29.05	\$48.40	\$192.40	\$47.30	\$155.85
<u>YR-TO-DATE</u>						
2016	\$18,620.28	\$6,825.50	\$2,430.50	\$5,629.80	\$2,214.13	\$9,260.87
2015	\$18,475.49	\$5,334.74	\$1,839.78	\$5,579.69	\$1,741.46	\$8,289.54
2014	\$22,654.87	\$9,596.07	\$2,776.73	\$7,787.00	\$2,810.47	\$10,267.68

-
**McGuire moved the business, since then gradually cars who parked in paid lots are now parking there for free.
**December free parking in lots 1, 3, 4 and 5.

**NEWTON PARKING AUTHORITY
2016 RECEIPTS and DISBURSEMENTS**

PREPARED BY:
LINDA ANN ROTH

CHECKING ACCOUNT BALANCE AS OF 12/31/15

\$36,403.47

RECEIPTS:

STREET METER RECEIPTS	\$18,620.28
PLAZA RECEIPTS	\$26,360.80
INTEREST EARNED	\$232.92
PARKING PASSES	\$37,516.26
NJ SALES TAX	\$0.00
LEASING CONTRACTS	\$700.00
MISC REVENUE /CAPITAL OUTLAY	\$100,000.00

TOTAL RECEIPTS:

\$183,430.26

DISBURSEMENTS:

ADVERTISING	\$44.70
ELECTRIC	\$7,480.70
WEIGHTS/MEASURES	\$300.00
TOWN OF NEWTON CONTRACT	\$40,000.00
LEGAL/ENGINEERING	\$464.00
PARKING STUDY	\$0.00
POSTAGE	\$7.35
AUDIT	\$2,150.00
ADMINISTRATION	\$180.78
PARKING LOT SIGNS	\$0.00
VEHICLE REPAIR/MAINTENANCE	\$2,552.45
OFFICE SUPPLIES	\$100.36
MATERIALS/SUPPLIES	\$675.48
CAPITAL IMPROVEMENTS	\$3,155.04
INSURANCE	\$11,300.00
UNIFORMS	\$492.40
LANDSCAPING	\$508.85

TOTAL DISBURSEMENTS:

\$69,412.11

298.02 *

CHECKING ACCOUNT BALANCE AS OF 12/31/16

\$150,719.64

*Resolution #154-2016--2015 open check in the amount of \$298.02 voided in 2016 done as a journal entry

**NEWTON PARKING AUTHORITY
2016 RECEIPTS and DISBURSEMENTS**

STREET METERS

MONTH	2016 RECEIPTS	2015 RECEIPTS
JANUARY	\$ 1,040.88	\$ 1,405.37
FEBRUARY	\$ 1,827.53	\$ 414.55
MARCH	\$ 1,612.73	\$ 2,729.88
APRIL	\$ 1,880.42	\$ 1,473.37
MAY	\$ 1,705.82	\$ 1,571.28
JUNE	\$ 1,532.73	\$ 1,494.22
JULY	\$ 1,726.59	\$ 2,048.31
AUGUST	\$ 1,297.99	\$ 1,143.59
SEPTEMBER	\$ 1,804.57	\$ 1,667.19
OCTOBER	\$ 1,384.57	\$ 1,403.84
NOVEMBER	\$ 1,294.11	\$ 1,638.07
DECEMBER	\$ 1,512.34	\$ 1,485.82
TOTALS	\$ 18,620.28	\$ 18,475.49

#1 Red (Adams Lot)

MONTH	2016 RECEIPTS	2015 RECEIPTS
JANUARY	\$ 127.92	\$ 203.35
FEBRUARY	\$ 200.90	\$ 78.60
MARCH	\$ 342.86	\$ 277.10
APRIL	\$ 255.85	\$ 172.70
MAY	\$ 290.19	\$ 173.60
JUNE	\$ 189.25	\$ 202.70
JULY	\$ 175.55	\$ 100.05
AUGUST	\$ 182.71	\$ 17.85
SEPTEMBER	\$ 150.55	\$ 162.05
OCTOBER	\$ 155.95	\$ 140.40
NOVEMBER	\$ 127.90	\$ 179.31
DECEMBER	\$ 14.50	\$ 33.75
TOTALS	\$ 2,214.13	\$ 1,741.46

**NEWTON PARKING AUTHORITY
2016 RECEIPTS and DISBURSEMENTS**

#2 Main Street Lot

MONTH	2016 RECEIPTS	2015 RECEIPTS
JANUARY	\$ 681.60	\$ 412.61
FEBRUARY	\$ 538.12	\$ 250.15
MARCH	\$ 520.15	\$ 788.69
APRIL	\$ 489.00	\$ 518.00
MAY	\$ 513.78	\$ 426.65
JUNE	\$ 474.62	\$ 490.06
JULY	\$ 440.85	\$ 407.20
AUGUST	\$ 646.14	\$ 422.77
SEPTEMBER	\$ 338.51	\$ 434.49
OCTOBER	\$ 353.46	\$ 437.35
NOVEMBER	\$ 502.10	\$ 478.40
DECEMBER	\$ 131.47	\$ 513.32
TOTALS	\$ 5,629.80	\$ 5,579.69

#3 Green (Western Lot)

MONTH	2016 RECEIPTS	2015 RECEIPTS
JANUARY	\$ 726.68	\$ 653.00
FEBRUARY	\$ 760.74	\$ 218.40
MARCH	\$ 1,118.48	\$ 965.02
APRIL	\$ 789.02	\$ 602.41
MAY	\$ 1,004.15	\$ 699.36
JUNE	\$ 762.32	\$ 961.80
JULY	\$ 781.65	\$ 647.16
AUGUST	\$ 875.80	\$ 633.89
SEPTEMBER	\$ 696.66	\$ 946.18
OCTOBER	\$ 812.27	\$ 948.82
NOVEMBER	\$ 835.10	\$ 866.74
DECEMBER	\$ 98.00	\$ 146.76
TOTALS	\$ 9,260.87	\$ 8,289.54

**NEWTON PARKING AUTHORITY
2016 RECEIPTS and DISBURSEMENTS**

#4 Blue (Central Lot)

MONTH		2016 RECEIPTS		2015 RECEIPTS
JANUARY	\$	441.64	\$	540.75
FEBRUARY	\$	544.56	\$	204.60
MARCH	\$	669.45	\$	847.26
APRIL	\$	651.30	\$	555.56
MAY	\$	722.05	\$	556.36
JUNE	\$	639.82	\$	627.08
JULY	\$	585.50	\$	279.75
AUGUST	\$	644.85	\$	64.30
SEPTEMBER	\$	538.71	\$	375.76
OCTOBER	\$	644.06	\$	589.25
NOVEMBER	\$	679.36	\$	628.24
DECEMBER	\$	64.20	\$	65.83
TOTALS	\$	6,825.50	\$	5,334.74

#5 Black (Eastern Lot)

MONTH		2016 RECEIPTS		2015 RECEIPTS
JANUARY	\$	160.47	\$	149.75
FEBRUARY	\$	176.67	\$	103.50
MARCH	\$	278.38	\$	259.65
APRIL	\$	178.70	\$	194.55
MAY	\$	254.81	\$	221.73
JUNE	\$	267.82	\$	280.91
JULY	\$	274.81	\$	107.81
AUGUST	\$	277.29	\$	65.75
SEPTEMBER	\$	221.45	\$	123.96
OCTOBER	\$	117.80	\$	147.66
NOVEMBER	\$	222.30	\$	149.06
DECEMBER	\$	-	\$	35.45
TOTALS	\$	2,430.50	\$	1,839.78

**NEWTON PARKING AUTHORITY
2016 RECEIPTS and DISBURSEMENTS**

Parking Passes

Month	2016 Receipts	2015 Receipts
JANUARY	\$ 14,935.00	\$ 12,951.00
FEBRUARY	\$ 2,069.00	\$ 1,803.00
MARCH	\$ 2,063.00	\$ 1,115.00
APRIL	\$ 2,840.00	\$ 2,305.00
MAY	\$ 2,065.00	\$ 1,290.00
JUNE	\$ 2,015.00	\$ 1,235.00
JULY	\$ 3,165.00	\$ 2,135.00
AUGUST	\$ 2,286.00	\$ 1,765.00
SEPTEMBER	\$ 1,785.00	\$ 1,310.00
OCTOBER	\$ 2,020.00	\$ 2,000.00
NOVEMBER	\$ 1,780.00	\$ 1,335.00
DECEMBER	<u>\$ 493.26</u>	<u>\$ 435.00</u>
TOTALS	\$ 37,516.26	\$ 29,679.00

Misc Revenue

Month	2016 INTEREST	2015 INTEREST
JANUARY	\$ 12.10	\$ 5.85
FEBRUARY	\$ 18.25	\$ 6.81
MARCH	\$ 20.48	\$ 8.64
APRIL	\$ 19.65	\$ 8.48
MAY	\$ 21.42	\$ 6.28
JUNE	\$ 18.94	\$ 6.31
JULY	\$ 17.00	\$ 6.08
AUGUST	\$ 18.93	\$ 6.29
SEPTEMBER	\$ 17.15	\$ 5.54
OCTOBER	\$ 17.76	\$ 14.23
NOVEMBER	\$ 17.01	\$ 12.60
DECEMBER	<u>\$ 34.23</u>	<u>\$ 13.04</u>
TOTALS	\$232.92	\$100.15

Month	2016 MISC/LEASE	2015 MISC/LEASE
JUNE	\$ -	\$ 650.00
JULY	\$ 700.00	\$ 389.02
AUGUST	\$ -	\$ 97.95
DECEMBER	<u>\$ 100,000.00</u>	<u>\$ -</u>
TOTALS	\$100,700.00	\$1,136.97

**NEWTON PARKING AUTHORITY
2016 RECEIPTS and DISBURSEMENTS**

Disbursements

Month	2016 Disbursements	2015 Disbursements
JANUARY	\$ 2,226.12	\$ 12,951.00
FEBRUARY	\$ 1,023.75	\$ 1,803.00
MARCH	\$ 585.58	\$ 1,115.00
APRIL	\$ 11,555.12	\$ 2,305.00
MAY	\$ 12,728.58	\$ 1,290.00
JUNE	\$ 11,720.29	\$ 1,235.00
JULY	\$ 449.08	\$ 2,135.00
AUGUST	\$ 10,393.45	\$ 1,765.00
SEPTEMBER	\$ 284.78	\$ 1,310.00
OCTOBER	\$ 11,528.91	\$ 2,000.00
NOVEMBER	\$ 2,017.55	\$ 1,335.00
DECEMBER	\$ 4,898.90	\$ 435.00
TOTALS	\$ 69,412.11	\$ 29,679.00

NEWTON PARKING AUTHORITY

RESOLUTION #A-2017

February 2, 2017

**“Authorize the Execution of an Agreement
For Auditing Services for 2017 with Ferraioli,
Wielkocz, Cerullo & Cuva”**

WHEREAS, the Newton Parking Authority will require the services of a qualified Auditor to examine the financial statements and records of the authority for the current calendar year; and

WHEREAS, auditing service is a professional service as defined by the Local Public Contracts Law and is, therefore, exempt from public bidding requirements in accordance with N.J.A.C. 40A:11-5(1)(a)(i); and

WHEREAS, Mr. Thomas Ferry, RMA of the accounting firm Ferraioli, Wielkocz, Cerullo & Cuva, PA has furnished an appropriate contract for 2017;

NOW, THEREFORE BE IT RESOLVED, by the Newton Parking Authority that the Chairman, the Town Manager and the Treasurer for the Parking Authority are hereby authorized to execute said 2017 audit contract on behalf of the Parking Authority; and

BE IT FURTHER RESOLVED that a copy of the fully executed contract be forwarded to Mr. Thomas Ferry, and that a notice of this award be published in accordance with the Local Public Contracts Law.

CERTIFICATION

THIS IS TO CERTIFY that the above is a true copy of a Resolution adopted by the Parking Authority of the Town of Newton at a regular meeting of said Governing Body conducted on February 2, 2017.

Thomas S. Russo, Jr., Town Manager
Secretary to the Newton Parking Authority

TOWN OF NEWTON
DECEMBER 2016 OVERNIGHT

NAME-LAST, FIRST	NEWTON ADDRESS	NEWTON PH#	MAKE/MODEL/PLATE	LOT	YEAR-MONTH-\$15	PASS #	PYMT
KARABETOS, RICHARD	17 MAIN ST.	383-6086	SUBARU/FORRESTER/SPX16R	3	15.00	16-396	CASH
CASTILLO, VINCENTE	1 TRINITY ST.	207-319-2797	DODGE/RAM/XDXN50	3	15.00	16-397	660
CASTILLO, NAIROBI	1 TRINITY ST.	207-319-2797	HYUNDAI/V93FJC	3	15.00	16-398	660
CHURCH OF JESUS CHRIST	168 SPRING ST APT 2F	973-876-1530	TOYOTA/CAROLA/W85DWV	1	15.00	16-399	8003339028
CLEMENTS, GEORGE	9A MAIN ST	862-222-5396	KIA/FORTE/J869822/JEEP F69CMW	3	30.00	16-400/401	CASH
RICE, DONALD	1 TRINITY ST.	908-459-4931	LINCOLN	3	15.00	16-402	3520
FALCONERSALKEID ELIZABETH	173 SPRING ST APT 4	908-935-9842	VOLVO/WAGON/J63DPK	4	15.00	16-403	CASH
IACONA, JOE	1 TRINITY ST.	973-727-4555	HYUNDAI	3	15.00	16-405	CASH
GALLAGHER PREMREE	11 MAIN ST	201-999-0478	ACU/4DR/RW92C	3	15.00	16-404	CASH
KRISTANSEN, JOHN	1 TRINITY ST.	579-2256	TOYOTA PU LOX862	3	15.00	16-406	121
ESTLER, STEVE	144 SPRING ST	862-0803	CHEVY/PKUP/J679448		15.00	16-407	CASH
ESTLER, STEVE	144 SPRING ST	862-0803	KIA/L20DZN		15.00	16-408	CASH
DAVIS, ELIZABETH	1 1/1 JEFFERSON ST	862-944-0917	MIT. SUV	3	15.00	16-409	CASH
KLYM SHELLY	110 SPRING ST APT2	862-899-3667	HONDA FIT/ K33 FSG	3	15.00	16-410	CASH
CATCHCHA SHERRY	32 TRINITY ST	347-309-0948	MERCEDES/R350/GDA846	3	15.00	16-411	CASH
LOSEY, SCOTT	144 SPRING ST.	973-534-3488	HONDA - BLACK	3	15.00	16-412	CASH
ALVAREZ CHRISTIAN	33 MILL ST	718-249-7060	NISSAN/A97HGL	3	15.00	16-413	CASH
DIAZ, GINA	214 SPRING ST.	903-9721	VW PASSAT	3	15.00	16-414	114
SUB TOTAL					285.00		
SHEKIA, JENAE TERRY	122 SPRING ST #2	570-228-6373	VOLVO/SDN/HCF1276	1	15.00	16-415	194
BIGGS CURTIS	1 TRINITY ST 201	832-651-5786	GMC/SIERRA/495089A	3	15.00	16-416	CASH
ULRICH, ANDREA	11 MORAN ST	973-440-0921	HYUNDAI/ELANTRA/L408637	3	15.00	16-417	CASH
STOEBLING, ZACHARY	11 MORAN ST	862-268-4293	HONDA/P41CFA	3	15.00	16-418	CASH
REDDINGTON AMANDA	214 SPRING ST.	908-328-6035	TOYOTA/ 4 DR/VVW24E	3	15.00	16-419	140
LUONGO MICHAEL	1 TRINITY 105	862-268-6885	JEEP/LIBERTY/ZWX82W	3	15.00	16-420	CASH
CASSILLI MARC	33 MILL ST	973-897-3368	AVALANCHE Z42EZF	3	15.00	16-421	CASH
JACKSON OMAR J	168 SPRING ST APT 2F	732-765-2710	MER/4DR/H29GZX	1	15.00	16-422	CASH
KITCHEN JODI	144 SPRING ST 26	570-807-3274	DODGE WAGON N22GJK	3	15.00	16-423	CASH
UPDATED/PRINTED 12/19/2016							

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TOWN OF NEWTON

Check Register - (620001) CASH - PARKING AUTH-LAKELAND #594

DATE	CHECK #	PAID TO	AMOUNT	VOID AMOUNT	VOID DATE	REASON
12/30/2016	22970	3582 AMANO MCGANN INC	475.00			
12/30/2016	22971	3582 AMANO MCGANN INC	3,155.04			
12/30/2016	22972	2872 DIRECT ENERGY BUSINESS INC.	5.75			
12/30/2016	22973	1866 HOME DEPOT, INC.	99.32			
12/30/2016	22974	113 JCP&L	548.60			
12/30/2016	22975	53 MONTAGUE TOOL & SUPPLY, INC.	87.84			
12/30/2016	22976	320 POM INCORPORATED	520.00			
12/30/2016	22977	2257 STAPLES BUSINESS ADVANTAGE, INC.	7.35			

			4,898.90			
			=====			
			4,898.90			

Report Printed 2017-01-20 14:41:20

TOWN OF NEWTON

Check Register - (620001) CASH - PARKING AUTH-LAKELAND #594

DATE	CHECK #	PAID TO	AMOUNT	VOID AMOUNT	VOID DATE	REASON
1/20/2017	22978	286 CURRENT ACCOUNT	10,000.00			
1/20/2017	22979	2872 DIRECT ENERGY BUSINESS INC.	348.29			
1/20/2017	22980	1866 HOME DEPOT, INC.	5.27			
1/20/2017	22981	113 JCP&L	925.32			
1/20/2017	22982	116 NEW JERSEY HERALD, INC.	68.40			
1/20/2017	22983	3748 TAKE A POWDER INC DBA METER PRODUCT	200.00			

			11,547.28			
			=====			
			11,547.28			