

**MORRISTOWN PARKING AUTHORITY
RESOLUTION NO. 69-2018
Resolution Adopting Annual Budget
of Current Expenses for the Parking
System for the Fiscal Year Ending
December 31, 2019**

Adopted: December 4, 2018

BE IT RESOLVED by the PARKING AUTHORITY OF THE TOWN OF MORRISTOWN, and its members or commissioners as follows:

(1) That the following Annual Budget of Current Expenses for the Fiscal Year January 1, 2019 to December 31, 2019 is hereby adopted:

A.	Salaries	
	1. Parking Authority Director	51,360
	2. Director of Operations	29,647
	3. Director of Facilities	29,647
	4. Parking Authority Full-Time Financial Bookkeepers/Receptionists	45,824
	5. Evening Facilities Supervisor / General Maintenance Personnel	91,200
	6. Enforcement, and Traffic Officers and Supervisor	76,800
	7. Administrative Secretary/Computer Operator	21,680
	8. Financial Analyst/Computer Technician and Receptionist	<u>22,400</u>
	<i>Subtotal Item A.</i>	<i>368,558</i>
B.	10 Pine Street Office Building	
	1. Legal Expenses	1,500
	2. Maintenance/Cleaning Services	3,300
	3. Administrative	500
	4. Utilities/Sewer/Electric	5,500
	5. Taxes	15,000
	6. Insurance (Property and Liability)	6,000
	7. Auditing Expenses	2,986
	8. Management Services	250
	9. Fixed Rent Payment to Landlord	48,000
	10. Monitoring (Security/Fire)	<u>500</u>
	<i>Subtotal Item B.</i>	<i>83,536</i>
C.	14 Maple Avenue Office Building	
	<u>Morristown Parking Authority Offices</u>	
	1. Legal Expenses	1,500
	2. Maintenance/Office Equipment Contracts/ Cleaning Services	5,000
	3. Administrative	9,000
	4. Electric	7,000
	5. Telephone/Communication Lines	40,000
	6. PILOT	6,000
	7. Service Contracts	2,500
	<u>Office Building Expenses</u>	
	8. Legal Expenses	4,000
	9. Maintenance/Cleaning Services	90,000
	10. Electric (Common Area)	44,000
	11. Water/Sewer	7,500
	12. Insurance (Property and Liability)	35,000
	13. Service Contracts (HVAC/Elevator/Green Elements)	20,000
	14. Management Services	250

15.	Auditing Expenses	2,986
16.	Monitoring (Security/Fire)	<u>6,500</u>
	<i>Subtotal Item C.</i>	281,236
D.	Special Services	
1.	Bank Service Charge	7,500
2.	Legal Expenses	10,560
3.	Auditing Expenses	8,650
4.	Parking Consultant's Fees	5,440
5.	Advertising Expenses	5,000
6.	Professional Services Contingency	450
7.	Trustee Services	8,500
8.	Special Police (Class 1)/Security Company Services	90,000
9.	Management Consulting Services	<u>20,000</u>
	<i>Subtotal Item D.</i>	156,100
E.	Maintenance Expenses & Parking Equipment Expenses	
1.	Credit Card Parking Meter Fees	90,000
2.	Curb Meter and Lot Maintenance	65,000
3.	Snow Removal Contingency	30,000
4.	Parking Lot Contingency	750
5.	Ticket Control and Supp. (Surface Lots)	14,000
6.	Telephone/Communication Lines (Surface Lots)	<u>12,000</u>
	<i>Subtotal Item E.</i>	211,750
F.	Administrative Expenses	
1.	Administrative Expenses	25,000
2.	Parking Validation Program Tickets	<u>2,000</u>
	<i>Subtotal Item F.</i>	27,000
G.	Electrical Utility Expenses	
1.	Lots 3R through 14N	<u>8,500</u>
	<i>Subtotal Item G.</i>	8,500
H.	Taxes and Insurance Coverages	
1.	F.I.C.A. Contributions	45,000
2.	Insurance (Property and Liability)	60,950
3.	State Pension Plan (PERS) Employer Share	44,800
4.	Hospitalization/Temporary Disability Insurance	139,200
5.	Unemployment Compensation (SUI)	6,000
6.	MPA Dental Plan Contributions	2,240
7.	MPA Sick-Time Compensation	<u>15,000</u>
	<i>Subtotal Item H.</i>	313,190
I.	Property Lease	
1.	Speedwell and Flagler - Lot 13M	<u>2,700</u>
	<i>Subtotal Item I.</i>	2,700
J.	Cattano Ave (Mall) Expenses	
1.	Parking Authority Director	12,840
2.	Director of Operations	7,411
3.	Director of Facilities	7,411
4.	Parking Authority Financial Bookkeepers/Receptionists	11,456
5.	Evening Facilities Supervisor / General Maintenance Personnel	22,800
6.	Enforcement and Traffic Officers and Supervisor	19,200

7. Administrative Secretary/Computer Operator	5,420
8. Financial Analyst/Computer Technician and Receptionist	5,640
9. Parking Attendants and Extra Help	500
10. Legal Expenses	2,640
11. Auditing Expenses	2,162
12. Parking Consultant's Fees	1,360
13. Advertising Expenses	1,000
14. Professional Services Contingency	110
15. Lot Maintenance and Service Contracts	20,000
16. Snow Removal Contingency	6,000
17. Parking Lot Improvement Contingency	250
18. Telephone(s) Service	175
19. Administrative Expenses	3,000
20. Ticket Control Supplies and Equipment Service	8,000
21. Electrical Expenses	6,500
22. F.I.C.A. Contributions	12,000
23. Insurance (Property and Liability)	15,370
24. State Pension Plan (PERS) Employer Share	11,200
25. Hospitalization/Temporary Disability Insurance	34,800
26. Unemployment Compensation (SUI)	2,000
27. First Baptist Church Lease	10,000
28. MPA Dental Plan Contributions	560
29. Miscellaneous/Convention Workshop	<u>250</u>
<i>Subtotal Item J.</i>	<i>230,055</i>

K. Ann/Bank Garage (Lot 12L)

1. Parking Authority Director	24,075
2. Director of Operations	13,897
3. Director of Facilities	13,897
4. Parking Authority Financial Bookkeepers/Receptionists	21,480
5. Evening Facilities Supervisor / General Maintenance Personnel	42,750
6. Enforcement and Traffic Officers	36,000
7. Administrative Secretary/Computer Operator	10,162
8. Financial Analyst/Computer Technician and Receptionist	10,500
9. Parking Attendants and Extra Help	95,000
10. Legal Expenses	4,950
11. Auditing Expenses	4,054
12. Parking Consultant's Fees	2,550
13. Advertising Expenses	1,875
14. Professional Services Contingency	210
15. Lot Maintenance and Service Contracts	30,000
16. Snow Removal Contingency	1,500
17. Parking Lot Improvement Contingency	250
18. Telephone Service	8,000
19. Administrative Expenses	4,000
20. Ticket Control Supplies and Equipment Service	22,000
21. Electrical Expenses	55,000
22. F.I.C.A. Contributions	25,000
23. Insurance (Property and Liability)	28,620

24.	State Pension Plan (PERS) Employer Share	21,000
25.	Hospitalization/Temporary Disability Insurance	65,250
26.	Unemployment Compensation (SUI)	3,000
27.	MPA Dental Plan Contributions	1,050
28.	Police Officer Security	8,000
29.	Miscellaneous/Convention Workshop	<u>250</u>
	<i>Subtotal Item K.</i>	554,320
L.	Dalton Parking Garage	
1.	Parking Authority Director	32,100
2.	Director of Operations	18,529
3.	Director of Facilities	18,529
4.	Parking Authority Financial Bookkeepers/Receptionists	28,640
5.	Evening Facilities Supervisor / General Maintenance Personnel	57,000
6.	Enforcement and Traffic Officers and Supervisor	48,000
7.	Administrative Secretary/Computer Operator	13,550
8.	Financial Analyst/Computer Technician and Receptionist	14,000
9.	Parking Attendants and Extra Help	95,000
10.	Legal Expenses	6,600
11.	Auditing Expenses	5,406
12.	Parking Consultant's Fees	3,400
13.	Advertising Expenses	2,500
14.	Professional Services Contingency	280
15.	Lot Maintenance and Service Contracts	35,000
16.	Snow Removal Contingency	6,500
17.	Parking Lot Improvement Contingency	250
18.	Telephone Service	5,000
19.	Administrative Expenses	4,000
20.	Ticket Control Supplies and Equipment Service	24,500
21.	Electrical Expenses	55,000
22.	F.I.C.A. Contributions	28,000
23.	Insurance Property and Liability	38,160
24.	State Pension Plan (PERS) Employer Share	28,000
25.	Hospitalization/Temporary Disability Insurance	87,000
26.	Unemployment Compensation (SUI)	3,250
27.	MPA Dental Plan Contributions	1,400
28.	Miscellaneous/Convention Workshop	<u>250</u>
	<i>Subtotal Item L.</i>	659,844
M.	DeHart Street Garage	
1.	Parking Authority Director	35,310
2.	Director of Operations	20,382
3.	Director of Facilities	20,382
4.	Parking Authority Financial Bookkeepers/Receptionists	31,504
5.	Evening Facilities Supervisor / General Maintenance Personnel	62,700
6.	Enforcement and Traffic Officers and Supervisor	52,800
7.	Administrative Secretary/computer Operator	14,905

8. Financial Analyst/Computer Technician and Receptionist	15,400
9. Parking Attendants and Extra Help	120,000
10. Legal Expenses	7,260
11. Auditing Expenses	5,945
12. Parking Consultant's Fees	3,740
13. Advertising Expenses	3,000
14. Professional Services Contingency	310
15. Lot Maintenance and Service Contracts	40,000
16. Snow Removal Contingency	15,000
17. Parking Lot Improvement Contingency	250
18. Telephone Service/Monitoring	6,500
19. Administrative Expenses	5,000
20. Ticket Control Supplies and Equipment Service	35,000
21. Electrical Expenses	85,000
22. F.I.C.A. Contributions	28,000
23. Insurance (Property and Liability)	41,870
24. State Pension Plan (PERS) Employer Share	30,800
25. Hospitalization/Temporary Disability Insurance	95,700
26. Unemployment Compensation (SUI)	4,000
27. MPA Dental Plan Contributions	1,540
28. Police Officer Security	30,000
29. Miscellaneous/Convention Workshop	<u>250</u>
Subtotal Item M.	812,548

N. Vail Parking Facilities

1. Parking Authority Director	4,815
2. Director of Operations	2,783
3. Director of Facilities	2,783
4. Parking Authority Financial Bookkeepers/Receptionists	4,296
5. Evening Facilities Supervisor / General Maintenance Personnel	8,550
6. Enforcement and Traffic Officers and Supervisor	7,200
7. Administrative Secretary/Computer Operator	2,033
8. Financial Analyst/computer Technician and Receptionist	2,060
9. Parking Attendants and Extra Help	12,000
10. Legal Expenses	990
11. Auditing Expenses	811
12. Parking Consultant's Fees	510
13. Advertising Expenses	625
14. Professional Services Contingency	50
15. Lot Maintenance and Service Contracts	12,000
16. Snow Removal Contingency	4,500
17. Parking Lot Improvement Contingency	250
18. Telephone Service	4,000
19. Administrative Expenses	3,000
20. Ticket Control Supplies and Equipment Service	4,000
21. Electrical Expenses	5,500
22. F.I.C.A. Contributions	4,500
23. Insurance (Property and Liability)	5,830

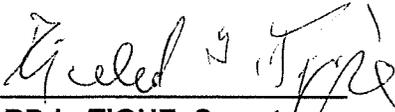
24. State Pension Plan (PERS) Employer Share	4,200
25. Hospitalization/Temporary Disability Insurance	13,050
26. Unemployment Compensation (SUI)	750
27. MPA Dental Plan Contributions	210
28. Miscellaneous/Convention Workshop	<u>250</u>
<i>Subtotal Item N.</i>	<i>111,546</i>

O. MISCELLANEOUS 44,117

Total 2019 Final Budget 3,865,000

(2) That this Resolution shall take effect immediately

I hereby certify that the foregoing is a true copy of a Resolution introduced and Adopted by the Parking Authority of the Town of Morristown at a meeting held on December 4, 2018.



 RICHARD L. TIGHE, Secretary