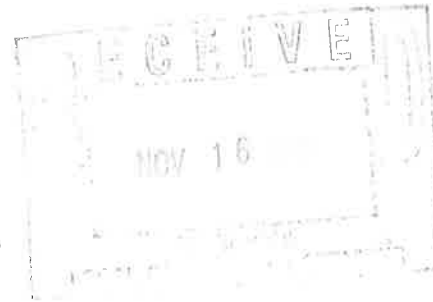


***Authority Budget of:***

***West Windsor Parking Authority***



**State Filing Year**

**2019**

**ADOPTED COPY**

***For the Period:***

***January 1, 2019***

***to***

***December 31, 2019***

**[www.westwindsorpa.com](http://www.westwindsorpa.com)**

**Authority Web Address**

**APPROVED COPY**

**Department Of**



**Community  
Affairs**

***Division of Local Government Services***

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# **2019 AUTHORITY BUDGET**

## **Certification Section**

2019

West Windsor Parking

**AUTHORITY BUDGET**

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

For Division Use Only

**CERTIFICATION OF APPROVED BUDGET**

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

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

By: Paul D. Cwert CPA, RMA Date: 10/31/2018

**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: 12/11/2018

## 2019 PREPARER'S CERTIFICATION


### West Windsor Parking

### AUTHORITY BUDGET

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

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:	Scot MacPherson		
Title:	Director of Operations		
Address:	64 Princeton Heightstown Road Princeton, New Jersey 08550		
Phone Number:	(609) 799-3130	Fax Number:	(609) 799-3634
E-mail address	scot@westwindsorpa.com		

## 2019 APPROVAL CERTIFICATION


### West Windsor Parking

### AUTHORITY BUDGET

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

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 Windsor Parking Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the day of October 10, 2018.

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:	Dan Fabrizio		
Title:	Secretary		
Address:	64 Princeton Heightstown Road Princeton, New Jersey 08550		
Phone Number:	(609) 799-3130	Fax Number:	(609) 799-3634
E-mail address	dan@westwindsorpa.com		

## INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.westwindsorpa.com

All authorities shall maintain either an Internet website or a webpage on the municipality's or county's Internet website. The purpose of the website or webpage shall be to provide increased public access to the authority's operations and activities. N.J.S.A. 40A:5A-17.1 requires the following items to be included on the Authority's website at a minimum for public disclosure. Check the boxes below to certify the Authority's compliance with N.J.S.A. 40A:5A-17.1.

- ✓ A description of the Authority's mission and responsibilities
- ✓ Budgets for the current fiscal year and immediately preceding two prior years
- ✓ The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (**Similar Information is such as PIE Charts, Bar Graphs etc. for such items as Revenues, Expenditures, and other information the Authority deems relevant to inform the public**)
- ✓ The annual audits of the most recent fiscal year and immediately two prior years
- ✓ The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- ✓ Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- ✓ The approved minutes of each meeting of the Authority including all resolutions of the board and their committees; for at least three consecutive fiscal years
- ✓ The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority
- ✓ A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

It is hereby certified by the below authorized representative of the Authority that the Authority's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:5A-17.1 as listed above. A check in each of the above boxes signifies compliance.

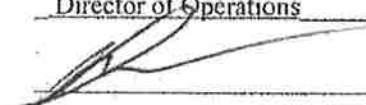
Name of Officer Certifying compliance

Scot MacPherson

Title of Officer Certifying compliance

Director of Operations

Signature



# 2019 AUTHORITY BUDGET RESOLUTION

## West Windsor Parking Authority

(Name)

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

WHEREAS, the Annual Budget and Capital Budget for the West Windsor Parking Authority for the fiscal year beginning, January 1, 2019 and ending, December 31, 2019 has been presented before the governing body of the West Windsor Parking Authority at its open public meeting of October 10, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 1,409,680, Total Appropriations, including any Accumulated Deficit if any, of \$ 1,556,838 and Total Unrestricted Net Position utilized of \$147,158; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$0 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0; 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 Windsor Parking Authority, at an open public meeting held on October 10, 2018 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the West Windsor Parking Authority for the fiscal year beginning, January 1, 2019 and ending, December 31, 2019 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the West Windsor Parking Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 14, 2018.

  
(Secretary's Signature)

  
(Date)

Governing Body	Recorded Vote			
Member:	Aye	Nay	Abstain	Absent
Andy Lupo	A			
Dan Fabrizio	A			
Thomas Crane	A			
Larry Katz	A			
Lyle Girandola	A			

# 2019 ADOPTION CERTIFICATION

## West Windsor Parking Authority (Name)

### AUTHORITY BUDGET

**FISCAL YEAR:**    **FROM:**        1/1/19        **TO:**        12/31/19

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the West Windsor Parking Authority, pursuant to N.J.A.C. 5:31-2.3, on the 13 day of, November, 2019.

Officer's Signature:			
Name:	SAN FABRIZIO		
Title:	Secretary		
Address:	64 Princeton Hightstown Rd Suite 24 Princeton, Junction, NJ 08550		
Phone Number:	609-799-3130	Fax Number:	609-799-3634
E-mail address	scot@westwindsorpa.com		



# 2019 ADOPTED BUDGET RESOLUTION

## West Windsor Parking Authority (Name) AUTHORITY

FISCAL YEAR: FROM: TO:

WHEREAS, the Annual Budget and Capital Budget/Program for the West Windsor Parking Authority for the fiscal year beginning January 1st, 2019 and ending, December 31<sup>st</sup>, 2019 has been presented for adoption before the governing body of the West Windsor Parking Authority at its open public meeting of November 13<sup>th</sup>, 2019; and

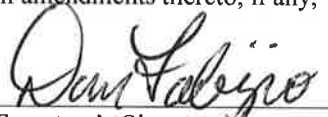
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 1,409,680 Total Appropriations, including any Accumulated Deficit, if any, of \$1,556,838 and Total Unrestricted Net Position utilized of \$147,158; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$0 and Total Unrestricted Net Position planned to be utilized of \$0; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of West Windsor Parking Authority, at an open public meeting held on November 13<sup>th</sup>, 2019 that the Annual Budget and Capital Budget/Program of the West Windsor Parking Authority for the fiscal year beginning, January 1<sup>st</sup>, 2019 and, ending, December 31<sup>st</sup>, 2019 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

  
(Secretary's Signature)

11/13/18  
(Date)

Governing Body Member:	Recorded Vote Aye	Nay	Abstain	Absent
Andy Lupo	✓			✓
Lyle Girandola				
Dan Fabrizio	✓			
Thomas Crane	✓			
Larry Katz	✓			

**2019 AUTHORITY BUDGET**

**Narrative and Information Section**

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# 2019 AUTHORITY BUDGET MESSAGE & ANALYSIS

## West Windsor Parking

### AUTHORITY BUDGET

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

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

1. Complete a brief statement on the 2019/2019-2020 proposed Annual Budget and make comparison to the 2018/2018-2019 adopted budget for each operation. Explain any variances over +/-10% (**As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 10%**) for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide a copy of the resolution authorizing the rate increase.

The West Windsor Parking Authority owns and operates two (2) parking lots at the Princeton Junction Railroad Station. Approximately 2,037 quarterly parking permits have been issued and additional daily parking is available. The Authority also operates the two (2) parking lots and Railway Station for the New Jersey Transit Authority at Princeton Junction. Approximately 2,609 monthly permits have been issued for the New Jersey Transit lots. The daily parking lot has approximately 980 spaces.

In accordance with the agreement between the two Authorities, shared expenses are allocated 64% to the New Jersey Transit Authority and 36% to the West Windsor Parking Authority. This is unchanged from last year.

In the 2019 budget, meter and total parking fees are anticipated to increase due to increased occupancy. Cost of Providing Services salary increases are due to increased enforcement and safety staff hours. Credit Card Fees increased due to increased credit card usage.

2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% (**As shown on budget page F-2 explain reason for change for each revenue changing more than 10%**) from the current year adopted budget.

The proposed budget will have no effect on service charges.

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 has no impact on the annual budget.

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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 has been utilized to balance the budget.

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.).

6. The proposed budget must not reflect an anticipated deficit from 2019/2019-2020 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. (**Prepare a response to deficits caused by the implementation of GASB 68**)

The Authority is waiting for direction from the State of New Jersey in regards to GASB 68.

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(s) in the rate structure.

# AUTHORITY CONTACT INFORMATION

## 2019

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

<b>Name of Authority:</b>	West Windsor Parking Authority		
<b>Federal ID Number:</b>	22-2020640		
<b>Address:</b>	64 Princeton Heightstown Road		
<b>City, State, Zip:</b>	Princeton	NJ	08550
<b>Phone: (ext.)</b>	(609) 799-3130	<b>Fax:</b>	(609) 799-3634

<b>Preparer's Name:</b>	Scot MacPherson		
<b>Preparer's Address:</b>	64 Princeton Heightstown Road		
<b>City, State, Zip:</b>	Princeton	NJ	08550
<b>Phone: (ext.)</b>	(609) 414-6890	<b>Fax:</b>	(609) 799-3634
<b>E-mail:</b>	scot@westwindsorpa.com		

<b>Chief Executive Officer:</b>	Scot MacPherson		
<b>Phone: (ext.)</b>	(609) 414-6890	<b>Fax:</b>	(609) 799-3634
<b>E-mail:</b>	scot@westwindsorpa.com		

<b>Chief Financial Officer:</b>	Scot MacPherson		
<b>Phone: (ext.)</b>	(609) 414-6890	<b>Fax:</b>	(609) 799-3634
<b>E-mail:</b>	scot@westwindsorpa.com		

<b>Name of Auditor:</b>	Robert J. Butvilla		
<b>Name of Firm:</b>	Suplee, Clooney & Company		
<b>Address:</b>	308 East Broad		
<b>City, State, Zip:</b>	Westfield	NJ	07090
<b>Phone: (ext.)</b>	(908) 789-9300	<b>Fax:</b>	(908) 789-8535
<b>E-mail:</b>	rbutvilla@scnco.com		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## West Windsor Parking Authority

(Name)

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

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2017 or 2018) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 9
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2017 or 2018) Transmittal of Wage and Tax Statements: \$512,196
- 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, 2018 or 2019 deadline has passed 2018 or 2019) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? no If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? no
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? no
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? noIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. no If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authority's procedures for all employees.**
- 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.

- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? yes If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
- a. First class or charter travel no
  - b. Travel for companions no
  - c. Tax indemnification and gross-up payments no
  - d. Discretionary spending account no
  - e. Housing allowance or residence for personal use no
  - f. Payments for business use of personal residence no
  - g. Vehicle/auto allowance or vehicle for personal use no
  - h. Health or social club dues or initiation fees no
  - i. Personal services (i.e.: maid, chauffeur, chef) no
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? yes If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? no If "yes," attach explanation including amount paid.
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? no If "yes," attach explanation including amount paid.
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? yes If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. (If no bonded Debt answer is Not Applicable)
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? no If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? no If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.

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

**West Windsor Parking Authority**

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

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

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

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

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

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

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

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

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

**Reportable compensation:** (Use the Most Recent W-2 available 2017 or 2018. The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2019, the most recent W-2 and 1099 should be used 2018 or 2017 (60 days prior to start of budget year is November 1, 2018, with 2017 being the most recent calendar year ended), and for fiscal years ending June 30, 2019, the calendar year 2018 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2018, with 2018 being the most recent calendar year ended).

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



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

Position (Can check more than 1 column for each person)

Reportable Compensation from Authority (W-2/1099)

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to 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
1 Andy Lupo	Chairman	2 X																
2 Lyle Girandola	Vice Chairman	2 X																
3 Dan Fabrizio	Secretary	2 X																
4 Thomas Crane	Treasurer	2 X																
5 Larry Katz	Member	2 X																
6 Scot MacPherson	Director of Operations	35	X	X				103,000										
7																		
8																		
9																		
10																		
11																		
12																		
13																		
14																		
15																		
Total:											\$ 103,000	\$ 10,920	\$ 113,920	\$ 0	\$ 0	\$ 0	\$ 0	\$ 113,920

(1) Insert "None" in this column for each individual that does not hold a position with another Public Entity

# Schedule of Health Benefits - Detailed Cost Analysis

West Windsor Parking Authority

For the Period

January 1, 2019

to

December 31, 2019

Annual Cost													
	# of Covered Members (Medical & Rx)	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior year Year Cost	\$ Increase (Decrease)	% Increase (Decrease)					
<b>Active Employees - Health Benefits - Annual Cost</b>													
Single Coverage	3	\$ 10,836	\$ 32,508	3	\$ 9,200	\$ 27,600	\$ 4,908	17.8%					
Parent & Child	1	19,896	19,896	1	16,500	16,500	3,396	20.6%					
Employee & Spouse (or Partner)	1	22,270	22,270	1	18,200	18,200	4,070	22.4%					
Family													
Employee Cost Sharing Contribution (enter as negative - )													
Subtotal	5		(13,597)	5		(8,100)	(5,497)						
			61,077			54,200	6,877						
<b>Commissioners - Health Benefits - Annual Cost</b>													
Single Coverage													
Parent & Child													
Employee & Spouse (or Partner)	1	18,000	18,000	1	18,000	18,000							
Family													
Employee Cost Sharing Contribution (enter as negative - )													
Subtotal	1		18,000	1		18,000							
<b>Retirees - Health Benefits - Annual Cost</b>													
Single Coverage													
Parent & Child													
Employee & Spouse (or Partner)													
Family													
Employee Cost Sharing Contribution (enter as negative - )													
Subtotal	0			0									
<b>GRAND TOTAL</b>													
	6		\$ 79,077	6		\$ 72,200	\$ 6,877	9.5%					

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

Yes	Yes or No
Yes	Yes or No

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

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

## West Windsor Parking Authority

January 1, 2019

December 31, 2019

**X Box if Authority has no Compensated Absences**

Total liability for accumulated compensated absences at beginning of current year	\$	16,075
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## Schedule of Shared Service Agreements

For the Period  
January 1, 2019  
West Windsor Parking Authority  
to  
December 31, 2019

*Enter the shared service agreements that the Authority currently engages in and identify the amount that is received/paid for those services.*

[illegible]

**if No Shared Services X this Box**

# **2019 AUTHORITY BUDGET**

## **Financial Schedules Section**

West Windsor Parking Authority  
For the Period January 1, 2019 to December 31, 2019

	FY 2019 Proposed Budget						FY 2018 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Parking Operations	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations			
REVENUES										
Total Operating Revenues	\$ 1,397,680	\$ -	\$ -	\$ -	\$ -	\$ 1,397,680	\$ -	\$ 1,312,800	\$ 84,880	6.5%
Total Non-Operating Revenues	12,000	-	-	-	-	12,000	-	-	12,000	#DIV/0!
Total Anticipated Revenues	1,409,680	-	-	-	-	1,409,680	-	1,312,800	96,880	7.4%
APPROPRIATIONS										
Total Administration	314,221	-	-	-	-	314,221	-	300,660	13,561	4.5%
Total Cost of Providing Services	894,696	-	-	-	-	894,696	-	717,000	177,696	24.8%
Total Principal Payments on Debt Service in Lieu of Depreciation	110,000	-	-	-	-	110,000	-	105,000	5,000	4.8%
Total Operating Appropriations	1,318,917	-	-	-	-	1,318,917	-	1,122,660	196,257	17.5%
Total Interest Payments on Debt	171,975	-	-	-	-	171,975	-	175,200	(3,225)	-1.8%
Total Other Non-Operating Appropriations	65,946	-	-	-	-	65,946	-	66,558	(612)	-0.9%
Total Non-Operating Appropriations	237,921	-	-	-	-	237,921	-	241,758	(3,837)	-1.6%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	1,556,838	-	-	-	-	1,556,838	-	1,364,418	192,420	14.1%
Less: Total Unrestricted Net Position Utilized	147,158	-	-	-	-	147,158	-	56,133	91,025	162.2%
Net Total Appropriations	1,409,680	-	-	-	-	1,409,680	-	1,308,285	101,395	7.8%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,515	\$ (4,515)	-100.0%

# Revenue Schedule

## West Windsor Parking Authority

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

	FY 2019 Proposed Budget						FY 2018 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Parking Operations	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations
<b>OPERATING REVENUES</b>									
Service Charges									
Residential							\$ -	\$ -	#DIV/0!
Business/Commercial							-	-	#DIV/0!
Industrial							-	-	#DIV/0!
Intergovernmental							-	-	#DIV/0!
Other							-	-	#DIV/0!
Total Service Charges	-	-	-	-	-	-	-	-	#DIV/0!
Connection Fees									
Residential							-	-	#DIV/0!
Business/Commercial							-	-	#DIV/0!
Industrial							-	-	#DIV/0!
Intergovernmental							-	-	#DIV/0!
Other							-	-	#DIV/0!
Total Connection Fees	-	-	-	-	-	-	-	-	#DIV/0!
Parking Fees									
Meters	270,000						270,000	240,000	30,000 12.5%
Permits	1,108,680						1,108,680	1,040,000	68,680 6.6%
Fines/Penalties							-	-	#DIV/0!
Other	19,000						19,000	32,800	(13,800) -42.1%
Total Parking Fees	1,397,680	-	-	-	-	-	1,397,680	1,312,800	84,880 6.5%
Other Operating Revenues (List)									
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	1,397,680	-	-	-	-	-	1,397,680	1,312,800	84,880 6.5%
<b>NON-OPERATING REVENUES</b>									
Other Non-Operating Revenues (List)									
Type in							-	-	#DIV/0!
Type in							-	-	#DIV/0!
Type in							-	-	#DIV/0!
Type in							-	-	#DIV/0!
Type in							-	-	#DIV/0!
Type in							-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	-	#DIV/0!
Interest on Investments & Deposits (List)									
Interest Earned	12,000						12,000	-	12,000 #DIV/0!
Penalties							-	-	#DIV/0!
Other							-	-	#DIV/0!
Total Interest	12,000	-	-	-	-	-	12,000	-	12,000 #DIV/0!
Total Non-Operating Revenues	12,000	-	-	-	-	-	12,000	-	12,000 #DIV/0!
TOTAL ANTICIPATED REVENUES	\$ 1,409,680	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,409,680	\$ 1,312,800	\$ 96,880 7.4%

# Prior Year Adopted Revenue Schedule

## West Windsor Parking Authority

### FY 2018 Adopted Budget

	Parking Operations	N/A	N/A	N/A	N/A	N/A	Total All Operations
<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	240,000						240,000
Permits	1,040,000						1,040,000
Fines/Penalties							-
Other	32,800						32,800
Total Parking Fees	1,312,800	-	-	-	-	-	1,312,800
<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	1,312,800	-	-	-	-	-	1,312,800
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Other Non-Operating Revenues	-	-	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>							
Interest Earned							-
Penalties							-
Other							-
Total Interest	-	-	-	-	-	-	-
Total Non-Operating Revenues	-	-	-	-	-	-	-
<b>TOTAL ANTICIPATED REVENUES</b>	\$ 1,312,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,312,800



# Appropriations Schedule

West Windsor Parking Authority  
For the Period January 1, 2019 to December 31, 2019

	FY 2019 Proposed Budget						FY 2018 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Parking Operations	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
<b>OPERATING APPROPRIATIONS</b>									
<i>Administration - Personnel</i>									
Salary & Wages	\$ 108,569					\$ 108,569	\$ 83,000	\$ 25,569	30.8%
Fringe Benefits	23,529					23,529	45,000	(21,471)	-47.7%
Total Administration - Personnel	132,098					132,098	128,000	4,098	3.2%
<i>Administration - Other (List)</i>									
Insurance	39,420					39,420	52,560	(13,140)	-25.0%
professional fees	42,879					42,879	26,600	16,279	61.2%
office	50,385					50,385	44,500	5,885	13.2%
police	36,500					36,500	36,500	-	0.0%
Miscellaneous Administration*	12,939					12,939	12,500	439	3.5%
Total Administration - Other	182,123					182,123	172,660	9,463	5.5%
Total Administration	314,221					314,221	300,660	13,561	4.5%
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages	216,500					216,500	83,000	133,500	160.8%
Fringe Benefits	46,917					46,917	45,000	1,917	4.3%
Total COPS - Personnel	263,417					263,417	128,000	135,417	105.8%
<i>Cost of Providing Services - Other (List)</i>									
lot maintenance	494,710					494,710	513,000	(18,290)	-3.6%
utilities	30,000					30,000	30,000	-	0.0%
occupancy-rent, waste removal	79,645					79,645	30,000	49,645	165.5%
credit card fees	26,924					26,924	16,000	10,924	68.3%
Miscellaneous COPS*									#DIV/0!
Total COPS - Other	631,279					631,279	589,000	42,279	7.2%
Total Cost of Providing Services	894,696					894,696	717,000	177,696	24.8%
Total Principal Payments on Debt Service in Lieu of Depreciation	110,000					110,000	105,000	5,000	4.8%
Total Operating Appropriations	1,318,917					1,318,917	1,122,660	196,257	17.5%
<b>NON-OPERATING APPROPRIATIONS</b>									
Total Interest Payments on Debt	171,975					171,975	175,200	(3,225)	-1.8%
Operations & Maintenance Reserve									#DIV/0!
Renewal & Replacement Reserve							10,425	(10,425)	-100.0%
Municipality/County Appropriation	65,946					65,946	56,133	9,813	17.5%
Other Reserves									#DIV/0!
Total Non-Operating Appropriations	237,921					237,921	241,758	(3,837)	-1.6%
TOTAL APPROPRIATIONS	1,556,838					1,556,838	1,364,418	192,420	14.1%
<b>ACCUMULATED DEFICIT</b>									
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,556,838					1,556,838	1,364,418	192,420	14.1%
<b>UNRESTRICTED NET POSITION UTILIZED</b>									
Municipality/County Appropriation	65,946					65,946	56,133	9,813	17.5%
Other	81,212					81,212		81,212	#DIV/0!
Total Unrestricted Net Position Utilized	147,158					147,158	56,133	91,025	162.2%
TOTAL NET APPROPRIATIONS	\$ 1,409,680	\$ -	\$ -	\$ -	\$ -	\$ 1,409,680	\$ 1,308,285	\$ 101,395	7.8%

\* 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 \$ 65,945.85 \$ - \$ - \$ - \$ - \$ - \$ - \$ 65,945.85

# Prior Year Adopted Appropriations Schedule

## West Windsor Parking Authority

### FY 2018 Adopted Budget

	Parking Operations	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 83,000						\$ 83,000
Fringe Benefits	45,000						45,000
Total Administration - Personnel	128,000	-	-	-	-	-	128,000
<i>Administration - Other (List)</i>							
insurance	52,560						52,560
professional fes	26,600						26,600
office	44,500						44,500
police	36,500						36,500
Miscellaneous Administration*	12,500						12,500
Total Administration - Other	172,660	-	-	-	-	-	172,660
Total Administration	300,660	-	-	-	-	-	300,660
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	83,000						83,000
Fringe Benefits	45,000						45,000
Total COPS - Personnel	128,000	-	-	-	-	-	128,000
<i>Cost of Providing Services - Other (List)</i>							
lot maintenance	513,000						513,000
utilities	30,000						30,000
rent	30,000						30,000
credit card fees	16,000						16,000
Miscellaneous COPS*							
Total COPS - Other	589,000	-	-	-	-	-	589,000
Total Cost of Providing Services	717,000	-	-	-	-	-	717,000
Total Principal Payments on Debt Service in Lieu of Depreciation	105,000	-	-	-	-	-	105,000
Total Operating Appropriations	1,122,660	-	-	-	-	-	1,122,660
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	175,200	-	-	-	-	-	175,200
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	10,425						10,425
Municipality/County Appropriation	56,133						56,133
Other Reserves							-
Total Non-Operating Appropriations	241,758	-	-	-	-	-	241,758
<b>TOTAL APPROPRIATIONS</b>	1,364,418	-	-	-	-	-	1,364,418
<b>ACCUMULATED DEFICIT</b>							
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	1,364,418	-	-	-	-	-	1,364,418
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	56,133	-	-	-	-	-	56,133
Other							-
Total Unrestricted Net Position Utilized	56,133	-	-	-	-	-	56,133
<b>TOTAL NET APPROPRIATIONS</b>	\$ 1,308,285	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,308,285

\* 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 \$ 56,133.00 \$ - \$ - \$ - \$ - \$ - \$ - \$ 56,133.00

## Debt Service Schedule - Principal

West Windsor Parking Authority

If Authority has no debt X this box

	Fiscal Year Ending in							
	Proposed Budget Year 2019	2020	2021	2022	2023	2024	Thereafter	Total Principal Outstanding
<b>Parking Operations</b>								
Type in Issue Name	\$ 105,000	\$ 110,000	\$ 115,000	\$ 120,000	\$ 125,000	\$ 130,000	\$ 3,705,000	\$ 4,415,000
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal	105,000	110,000	115,000	120,000	125,000	130,000	3,705,000	4,415,000
N/A								
Type in Issue Name								
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Indicate the Authority's most recent bond rating and the year of the rating by ratings service.

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

## West Windsor Parking Authority

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1-3

# Net Position Reconciliation

West Windsor Parking Authority  
For the Period January 1, 2019 to December 31, 2019

## FY 2019 Proposed Budget

	Parking Operations	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)</b>	\$ 3,514,761						\$ 3,514,761
Less: Invested in Capital Assets, Net of Related Debt (1)	2,293,490						2,293,490
Less: Restricted for Debt Service Reserve (1)	195,651						195,651
Less: Other Restricted Net Position (1)	267,185						267,185
<b>Total Unrestricted Net Position (1)</b>	758,435						758,435
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)							
	1,062,964						1,062,964
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	1,821,399						1,821,399
Unrestricted Net Position Utilized to Balance Proposed Budget	81,212						81,212
Unrestricted Net Position Utilized in Proposed Capital Budget							
Appropriation to Municipality/County (3)	65,946						65,946
<b>Total Unrestricted Net Position Utilized in Proposed Budget</b>	147,158						147,158
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>							
<b>Last issued Audit Report (4)</b>	\$ 1,674,241	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,674,241

(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

\$ 65,946 \$ - \$ - \$ - \$ - \$ - \$ - \$ 65,946

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

2019

**West Windsor Parking**

AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

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# 2019 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

## West Windsor Parking Authority

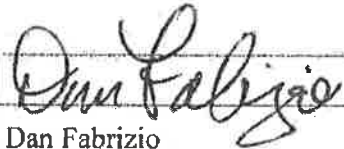
FISCAL YEAR: FROM: January 1, 2019 TO: December 31, 2019

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

OR

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

The Board had no Capital Projects planned

Officer's Signature:			
Name:	Dan Fabrizio		
Title:	Secretary		
Address:	64 Princeton Heightstown Road Princeton, New Jersey 08550		
Phone Number:	(609) 799-3130	Fax Number:	(609) 799-3634
E-mail address	dan@westwindsorpa.com		

# 2019 CAPITAL BUDGET/PROGRAM MESSAGE

## West Windsor Parking Authority

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

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?

N/A

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?

N/A

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

N/A

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.

N/A

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.*



# Proposed Capital Budget

West Windsor Parking Authority  
For the Period January 1, 2019 to December 31, 2019

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

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

## 5 Year Capital Improvement Plan

West Windsor Parking Authority  
For the Period January 1, 2019 to December 31, 2019

*Fiscal Year Beginning in*

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

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

		Funding Sources				
		Estimated Total	Unrestricted Net	Renewal & Replacement	Debt	
		Cost	Position Utilized	Reserve	Authorization	Capital Grants Other Sources
<i>Parking Operations</i>						
Type in Description	\$					
Type in Description						
Type in Description						
Type in Description						
Total						
N/A						
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Total						
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Total						
TOTAL		\$	\$	\$	\$	\$
Total 5 Year Plan per CB-4		\$				
Balance check			If amount is other than zero, verify that projects listed above match projects listed on CB-4.			

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

# Authority Informational Questionnaire

## West Windsor Parking Authority

Fiscal year: From January 1,2018 to December 31,2018

10. The board annually reviews and determines at a public meeting the annual salary increase.

11	<u>EVENT</u>	<u>Cost</u>
	1. The members and other persons attending the monthly Meeting of the authority are provided with Pizza and Soft Drinks	\$60-650 per year
	2. The authority hosts an annual holiday dinner for Employees, consultants and town government officials and spouses. Approximately 35 people attend In December of 2017 (includes dinner and drinks) This is intended to continue in 2019	\$3,600
12.	Scot MacPherson – Director of Operations	
	Attended IPI conference in June of 2018 in Orlando	
	Hotel	\$1,133.71
	Meals	\$61.61
	Airfare and transportation	\$771.99