

***Authority Budget of:***

***West Windsor Parking Authority***

**State Filing Year**

**2020**

***For the Period:***

***January 1, 2020***

***to***

***December 31, 2020***

**ADOPTED COPY**

LOCAL GOVT SERVICES  
2019 DEC 26 P 2:01  
RECEIVED

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

**Authority Web Address**

**APPROVED COPY**



LOCAL GOVT SERVICES  
2019 OCT 18 P 1:59  
RECEIVED

***Division of Local Government Services***

# West Windsor Parking Authority

Offices at 64 Windsor Plaza, Suite 24  
P.O. Box 58  
Princeton Junction, NJ 08550

December 9, 2019 12:16 pm

DAKE TIAN  
8 BARCLAY COURT

Receipt: 202294

A0682 (3 month period)	
Qty: 1	252.00
Subtotal:	252.00
Total Due	252.00
Check	252.00
Reference: 0085099239	
Change Due	0.00

Drawer: Susan, Clerk: Susan

# **2020 (2020-2021) AUTHORITY BUDGET**

## **Certification Section**

2020 (2020-2021)

**West Windsor Parking**

**AUTHORITY BUDGET**

**FISCAL YEAR: FROM January 1, 2020 TO December 31, 2020**

**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. Cweta CPA, RMA Date: 11/25/2019

**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. Cweta CPA, RMA Date: 1/10/2020

# 2020 (2020-2021) PREPARER'S CERTIFICATION

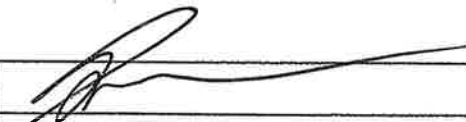
## West Windsor Parking

### AUTHORITY BUDGET

**FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020**

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		

# 2020 (2020-2021) APPROVAL CERTIFICATION

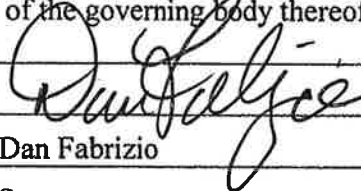
## West Windsor Parking

### AUTHORITY BUDGET

**FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020**

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 16, 2019.

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 complete (All Pages) annual audits (Not the Audit Synopsis) 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

# 2020 (2020-2021) AUTHORITY BUDGET RESOLUTION

## West Windsor Parking Authority

**Important --The Amounts on this page need to agree with budget pages F-1 and CB-3. Fill these amounts in after you finalize the amounts on pages F-1 and CB-3. Re-check before this resolution is adopted**

**FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020**

WHEREAS, the Annual Budget and Capital Budget for the West Windsor Parking Authority for the fiscal year beginning, January 1, 2020 and ending, December 31, 2020 has been presented before the governing body of the West Windsor Parking Authority at its open public meeting of October 16, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,457,960, Total Appropriations, including any Accumulated Deficit if any, of \$1,386,408 and Total Unrestricted Net Position utilized of \$ -0-; 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 16, 2019 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, 2020 and ending, December 31, 2020 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 6, 2019.

  
(Secretary's Signature)

10/16/19  
(Date)

Governing Body  
Member:

Recorded Vote  
Aye      Nay      Abstain      Absent

Note Fill in the name of Each Commissioner and indicate their recorded Vote

Andy Lupo	X			
Lyle Girandola	X			
Dan Fabrizio	X			
Thomas Crane	X			
Larry Katz	X			



# 2020 (2020-2021) ADOPTION CERTIFICATION

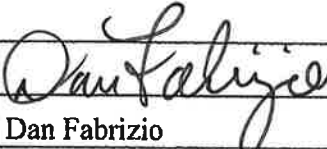
## West Windsor Parking

### AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020

Note: This is filled on for Adoption of the Budget Don't fill in for Introduction of the Budget

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 11 day of, December, 2019.

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		

# 2020 (2020-2021) ADOPTED BUDGET RESOLUTION

This resolution is for Adoption of the Budget Only Don't use for introduction of the Budget

Note Fill in the name of Each Commissioner and indicate their recorded Vote

## West Windsor Parking

### AUTHORITY

**FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020**

WHEREAS, the Annual Budget and Capital Budget/Program for the West Windsor Parking Authority for the fiscal year beginning January 1, 2020 and ending, December 31, 2020 has been presented for adoption before the governing body of the West Windsor Parking Authority at its open public meeting of December 11, 2019; and

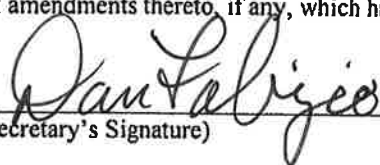
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,457,960, Total Appropriations, including any Accumulated Deficit, if any, of \$1,386,408 and Total Unrestricted Net Position utilized of \$ -0-; 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 December 11, 2019 that the Annual Budget and Capital Budget/Program of the West Windsor Parking Authority for the fiscal year beginning, January 1, 2020 and ending, December 31, 2020 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)

12/11/19  
(Date)

Governing Body  
Member:

Recorded Vote  
Aye      Nay      Abstain      Absent

Note Fill in the name of Each Commissioner and indicate their recorded Vote

Andy Lupo	X			
Lyle Girandola	X			
Dan Fabrizio	X			
Thomas Crane	X			X
Larry Katz	X			

# **2020 (2020-2021) AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2020 (2020-2021) AUTHORITY BUDGET MESSAGE & ANALYSIS

## West Windsor Parking

### AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020

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

1. Complete a brief statement on the 2020/2020-2021 proposed Annual Budget and make comparison to the 2019/2019-2020 adopted budget for each Revenues and Appropriations. Explain any variances over +/-10% (As shown on budget pages F-2 and F-4 explain the reason for changes for each revenue and appropriation changing more than 10%) for each individual revenue and appropriation line item. 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.

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 2020 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. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. (Example Consider New Development projects such as Housing /Commercial projects impact on the Authorities expenses or revenues)

The local/regional economy has no impact on the annual budget.

3. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget and or Capital 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 not been utilized to balance the budget.

4. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service payments, pilot payments, or other types of contracts or agreements (Example to provide police services to the Authority etc. and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.).

5. The proposed budget must not reflect an anticipated deficit from 2020/2020-2021 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 in most recent audit report pertaining to Deficits to Unrestricted Net Position caused by recording Pension and Post-Employment Benefits liabilities as required by GASB 68 and GASB 75 and similar types of deficits in the audit report. How would these deficits be funded?)**

The Authority is waiting for direction from the State of New Jersey in regards to GASB 68 and GASB 75.

6. 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. (If no changes to fees or rates indicate (Answer as "Rates Are Staying the Same")

There has been no change(s) in the rate structure.

## AUTHORITY CONTACT INFORMATION 2020 (2020-2021)

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:(1)</b>	Scot MacPherson		
(1) Or person who performs these functions under another Title			
<b>Phone: (ext.)</b>	(609) 414-6890	<b>Fax:</b>	(609) 799-3634
<b>E-mail:</b>	scot@westwindsorpa.com		

<b>Chief Financial Officer(1)</b>	Scot MacPherson		
(1) Or person who performs these functions under another Title			
<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 Street		
<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

FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020

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 2018 or 2019) 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 2018 or 2019) Transmittal of Wage and Tax Statements: \$472,987
- 3) Provide the number of regular voting members of the governing body: 5 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 (Regional Authorities may have more than 7 members) s per statute for your Authority)
- 4) Provide the number of alternate voting members of the governing body: 1 (Maximum is 2)
- 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, 2019 or 2020 deadline has passed 2019 or 2020) 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) No 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 Authorities procedures for all individuals listed on Page N-4 (2 of 2).**

- 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). (New Jersey Infrastructure Trust Loans are not bonded debt of an Authority)*
- 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.*



*(This page is directions for filling in page (N-4 (2-of 2) ) (No answers should be entered on this page)*

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,  
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS  
West Windsor Parking Authority**

**FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020**

*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 2018 or 2019. 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, 2020, the most recent W-2 and 1099 should be used 2019 or 2018 (60 days prior to start of budget year is November 1, 2019, with 2018 being the most recent calendar year ended), and for fiscal years ending June 30, 2020, the calendar year 2019 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2019 being the most recent calendar year ended).

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

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

West Windsor Parking Authority December 31, 2020														
For the Period January 1, 2020 to December 31, 2020														
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
Position (Can Check more than 1 Column for each person)														
15	14	13	12	11	10	9	8	7	6	5	4	3	2	1
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 D
1 Scot MacPherson	Director of Ops	35						\$ 119,000	\$	\$ 3,068	\$	\$ 122,068	none	none
2 Andy Lupo	Chairman	10 x						0	0	0	0	0	0	0
3 Lyle Girardole	Vice Chair	5 x						0	0	0	0	0	0	0
4 Thomas Crane	Treasurer	2 x						0	0	0	0	0	0	0
5 Dan Fabrizio	Secretary	2 x						0	0	0	0	0	0	0
6 Larry Katz	Vice Treasurer	2 x						0	0	0	0	0	0	0
7								0	0	0	0	0	0	0
8								0	0	0	0	0	0	0
9								0	0	0	0	0	0	0
10								0	0	0	0	0	0	0
11								0	0	0	0	0	0	0
12								0	0	0	0	0	0	0
13								0	0	0	0	0	0	0
14								0	0	0	0	0	0	0
15								0	0	0	0	0	0	0
Total:														\$ 122,068
														\$ 122,068

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

**If Not Applicable X this box Below**

December 31, 2020

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)

Page N-5



## Schedule of Shared Service Agreements

For the Period	West Windsor Parking Authority	to	December 31, 2020
If No Shared Services X this Box	January 1, 2020		

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

[illegible]

# **2020 (2020-2021) AUTHORITY BUDGET**

## **Financial Schedules Section**

# SUMMARY

For the Period January 1, 2020 to December 31, 2020  
West Windsor Parking Authority

	FY 2020 Proposed Budget					FY 2019 Adopted Budget		% Increase (Decrease) Proposed vs. Adopted	
	Parking Authority	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
<b>REVENUES</b>									
Total Operating Revenues	\$ 1,445,960	\$ -	\$ -	\$ -	\$ -	\$ 1,445,960	\$ 1,397,680	\$ 48,280	3.5%
Total Non-Operating Revenues	12,000	-	-	-	-	12,000	12,000	-	0.0%
Total Anticipated Revenues	1,457,960	-	-	-	-	1,457,960	1,409,680	48,280	3.4%
<b>APPROPRIATIONS</b>									
Total Administration	322,573	-	-	-	-	322,573	314,221	8,352	2.7%
Total Cost of Providing Services	785,710	-	-	-	-	785,710	894,696	(108,986)	-12.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	110,000	-	-	-	-	110,000	110,000	-	0.0%
Total Operating Appropriations	1,218,283	-	-	-	-	1,218,283	1,318,917	(100,634)	-7.6%
Total Interest Payments on Debt	168,125	-	-	-	-	168,125	171,975	(3,850)	-2.2%
Total Other Non-Operating Appropriations	-	-	-	-	-	-	65,946	(65,946)	-100.0%
Total Non-Operating Appropriations	168,125	-	-	-	-	168,125	237,921	(69,796)	-29.3%
Accumulated Deficit	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	1,386,408	-	-	-	-	1,386,408	1,556,838	(170,430)	-10.9%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	147,158	(147,158)	-100.0%
Net Total Appropriations	1,386,408	-	-	-	-	1,386,408	1,409,680	(23,272)	-1.7%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 71,552	\$ -	\$ -	\$ -	\$ -	\$ 71,552	\$ -	\$ 71,552	#DIV/0!

# Revenue Schedule

West Windsor Parking Authority  
For the Period January 1, 2020 to December 31, 2020

FY 2020 Proposed Budget						FY 2019 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
Parking Authority	N/A	N/A	N/A	N/A	N/A	Total All Operations	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	306,000					306,000	270,000	36,000 13.3%
Permits	1,119,960					1,119,960	1,108,680	11,280 1.0%
Fines/Penalties						-	-	#DIV/0!
Other	20,000					20,000	19,000	1,000 5.3%
Total Parking Fees	1,445,960	-	-	-	-	1,445,960	1,397,680	48,280 3.5%
<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!
Total Other Revenue	-	-	-	-	-	-	-	#DIV/0!
Total Operating Revenues	1,445,960	-	-	-	-	1,445,960	1,397,680	48,280 3.5%
<b>NON-OPERATING REVENUES</b>								
<i>Other Non-Operating Revenues (List)</i>								
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!
<i>Interest on Investments &amp; Deposits (List)</i>								
Interest Earned	12,000					12,000	12,000	- 0.0%
Penalties						-	-	#DIV/0!
Other						-	-	#DIV/0!
Total Interest	12,000	-	-	-	-	12,000	12,000	- 0.0%
Total Non-Operating Revenues	12,000	-	-	-	-	12,000	12,000	- 0.0%
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 1,457,960</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,457,960</b>	<b>\$ 1,409,680</b>	<b>\$ 48,280 3.4%</b>



# Prior Year Adopted Revenue Schedule

West Windsor Parking Authority

## FY 2019 Adopted Budget

	Parking Authority	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	270,000						270,000
Permits	1,108,680						1,108,680
Fines/Penalties							-
Other	19,000						19,000
Total Parking Fees	1,397,680	-	-	-	-	-	1,397,680
<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)							-
Total Other Revenue	-	-	-	-	-	-	-
Total Operating Revenues	1,397,680	-	-	-	-	-	1,397,680
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Total Other Non-Operating Revenues	-	-	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>							
Interest Earned	12,000						12,000
Penalties							-
Other							-
Total Interest	12,000	-	-	-	-	-	12,000
Total Non-Operating Revenues	12,000	-	-	-	-	-	12,000
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 1,409,680</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,409,680</b>

# Appropriations Schedule

West Windsor Parking Authority

For the Period January 1, 2020 to December 31, 2020

	FY 2020 Proposed Budget						FY 2019 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Parking Authority	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	\$ 115,000					\$ 115,000	\$ 108,569	\$ 6,431	5.9%
Fringe Benefits	26,621					26,621	23,529	3,092	13.1%
Total Administration - Personnel	141,621	-	-	-	-	141,621	132,098	9,523	7.2%
<i>Administration - Other (List)</i>									
insurance	48,180					48,180	39,420	8,760	22.2%
professional fees	40,105					40,105	42,879	(2,774)	-6.5%
office	42,667					42,667	50,385	(7,718)	-15.3%
police	36,500					36,500	36,500	-	0.0%
Miscellaneous Administration*	13,500					13,500	12,939	561	4.3%
Total Administration - Other	180,952	-	-	-	-	180,952	182,123	(1,171)	-0.6%
Total Administration	322,573	-	-	-	-	322,573	314,221	8,352	2.7%
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages	100,375					100,375	216,500	(116,125)	-53.6%
Fringe Benefits	53,242					53,242	46,917	6,325	13.5%
Total COPS - Personnel	153,617	-	-	-	-	153,617	263,417	(109,800)	-41.7%
<i>Cost of Providing Services - Other (List)</i>									
lot maintenance	502,725					502,725	494,710	8,015	1.6%
utilities	24,000					24,000	30,000	(6,000)	-20.0%
occupancy - rent, waste removal	80,368					80,368	79,645	723	0.9%
cc fees	25,000					25,000	26,924	(1,924)	-7.1%
Miscellaneous COPS*						-	-	-	#DIV/0!
Total COPS - Other	632,093	-	-	-	-	632,093	631,279	814	0.1%
Total Cost of Providing Services	785,710	-	-	-	-	785,710	894,696	(108,986)	-12.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	110,000	-	-	-	-	110,000	110,000	-	0.0%
Total Operating Appropriations	1,218,283	-	-	-	-	1,218,283	1,318,917	(100,634)	-7.6%
<b>NON-OPERATING APPROPRIATIONS</b>									
Total Interest Payments on Debt	168,125	-	-	-	-	168,125	171,975	(3,850)	-2.2%
Operations & Maintenance Reserve						-	-	-	#DIV/0!
Renewal & Replacement Reserve						-	-	-	#DIV/0!
Municipality/County Appropriation						-	65,946	(65,946)	-100.0%
Other Reserves						-	-	-	#DIV/0!
Total Non-Operating Appropriations	168,125	-	-	-	-	168,125	237,921	(69,796)	-29.3%
<b>TOTAL APPROPRIATIONS</b>	<b>1,386,408</b>	-	-	-	-	<b>1,386,408</b>	<b>1,556,838</b>	<b>(170,430)</b>	<b>-10.9%</b>
<b>ACCUMULATED DEFICIT</b>									
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>1,386,408</b>	-	-	-	-	<b>1,386,408</b>	<b>1,556,838</b>	<b>(170,430)</b>	<b>-10.9%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>									
Municipality/County Appropriation						-	65,946	(65,946)	-100.0%
Other						-	81,212	(81,212)	-100.0%
Total Unrestricted Net Position Utilized						-	147,158	(147,158)	-100.0%
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 1,386,408</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,386,408</b>	<b>\$ 1,409,680</b>	<b>\$ (23,272)</b>	<b>-1.7%</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 \$ 60,914.15 \$ - \$ - \$ - \$ - \$ - \$ - \$ 60,914.15

# Prior Year Adopted Appropriations Schedule

## West Windsor Parking Authority

	FY 2019 Adopted Budget						Total All Operations
	Parking Authority	N/a	N/A	N/A	N/A	N/A	
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 108,569						\$ 108,569
Fringe Benefits	23,529						23,529
Total Administration - Personnel	132,098	-	-	-	-	-	132,098
<i>Administration - Other (List)</i>							
insurance	39,420						39,420
professional fees	42,879						42,879
office	50,385						50,385
police	36,500						36,500
Miscellaneous Administration*	12,939						12,939
Total Administration - Other	182,123	-	-	-	-	-	182,123
Total Administration	314,221	-	-	-	-	-	314,221
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	216,500						216,500
Fringe Benefits	46,917						46,917
Total COPS - Personnel	263,417	-	-	-	-	-	263,417
<i>Cost of Providing Services - Other (List)</i>							
lot maintenance	494,710						494,710
utilities	30,000						30,000
occupancy -rent, waste removal	79,645						79,645
cc fees	26,924						26,924
Miscellaneous COPS*							-
Total COPS - Other	631,279	-	-	-	-	-	631,279
Total Cost of Providing Services	894,696	-	-	-	-	-	894,696
Total Principal Payments on Debt Service in Lieu of Depreciation	110,000	-	-	-	-	-	110,000
Total Operating Appropriations	1,318,917	-	-	-	-	-	1,318,917
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	171,975	-	-	-	-	-	171,975
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation	65,946						65,946
Other Reserves							-
Total Non-Operating Appropriations	237,921	-	-	-	-	-	237,921
<b>TOTAL APPROPRIATIONS</b>	1,556,838	-	-	-	-	-	1,556,838
<b>ACCUMULATED DEFICIT</b>							-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	1,556,838	-	-	-	-	-	1,556,838
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	65,946	-	-	-	-	-	65,946
Other	81,212						81,212
Total Unrestricted Net Position Utilized	147,158	-	-	-	-	-	147,158
<b>TOTAL NET APPROPRIATIONS</b>	\$ 1,409,680	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,409,680

\* 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

# Debt Service Schedule - Principal

West Windsor Parking Authority

If Authority has no debt X this box

	Adopted Budget Year 2019	Proposed Budget Year 2020	Fiscal Year Ending in					Total Principal Outstanding
			2021	2022	2023	2024	2025	
<b>Parking Authority</b>								
Type in Issue Name	\$ 110,000	\$ 110,000	\$ 115,000	\$ 120,000	\$ 125,000	\$ 130,000	\$ 135,000	\$ 4,305,000
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
<b>Total Principal</b>	<b>110,000</b>	<b>110,000</b>	<b>115,000</b>	<b>120,000</b>	<b>125,000</b>	<b>130,000</b>	<b>135,000</b>	<b>4,305,000</b>
<b>N/A</b>								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
<b>Total Principal</b>								
<b>N/A</b>								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
<b>Total Principal</b>								
<b>N/A</b>								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
<b>Total Principal</b>								
<b>N/A</b>								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
<b>Total Principal</b>								
<b>N/A</b>								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
<b>Total Principal</b>								
<b>TOTAL PRINCIPAL ALL OPERATIONS</b>	<b>\$ 110,000</b>	<b>\$ 110,000</b>	<b>\$ 115,000</b>	<b>\$ 120,000</b>	<b>\$ 125,000</b>	<b>\$ 130,000</b>	<b>\$ 135,000</b>	<b>\$ 4,305,000</b>

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

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

## West Windsor Parking Authority

1000

F-7

# Net Position Reconciliation

West Windsor Parking Authority  
For the Period January 1, 2020 to December 31, 2020

## FY 2020 Proposed Budget

Parking Authority	N/a	N/A	N/A	N/A	N/A	Total All Operations
\$ 2,514,019						\$ 2,514,019
2,183,765						2,183,765
149,531						149,531
312,643						312,643
(131,920)	-	-	-	-	-	(131,920)
1,039,792						1,039,792
1,404,935						1,404,935
2,312,807	-	-	-	-	-	2,312,807
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
\$ 2,312,807	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,312,807

### TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)

- Less: Invested in Capital Assets, Net of Related Debt (1)
- Less: Restricted for Debt Service Reserve (1)
- Less: Other Restricted Net Position (1)
- Total Unrestricted Net Position (1)
- Less: Designated for Non-Operating Improvements & Repairs
- Less: Designated for Rate Stabilization
- Less: Other Designated by Resolution
- Plus: Accrued Unfunded Pension Liability (1)
- Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)
- Plus: Estimated Income (Loss) on Current Year Operations (2)
- Plus: Other Adjustments (attach schedule)

### UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET

- Unrestricted Net Position Utilized to Balance Proposed Budget
- Unrestricted Net Position Utilized in Proposed Capital Budget
- Appropriation to Municipality/County (3)

Total Unrestricted Net Position Utilized in Proposed Budget

### PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR

Last issued Audit Report (4)

(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

(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.

**2020 (2020-2021)**  
**West Windsor Parking**

**AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM**

# 2019 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

## West Windsor Parking Authority

FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020

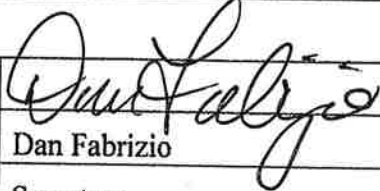
☐ enter X to the left if this paragraph is applicable

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

☒ enter X to the left if this paragraph is applicable

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		



# 2020 (2020-2021) CAPITAL BUDGET/PROGRAM MESSAGE

## West Windsor Parking Authority

**FISCAL YEAR: FROM: January 1, 2020 TO: December 31, 2020**

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 (This may include the governing body or certain officials such as planning boards, Construction Code Officials) as to these Projects?

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 (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?

N/A

4. If amounts are on Page CB-3 in the column Debt Authorizations. Indicate the primary source of funding the debt service for the Debt Authorizations (Example Rate Increases Funding or Other sources)

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, 2020 to

December 31, 2020

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<b>Parking Authority</b>						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
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Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET.</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</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 Windsor Parking Authority  
For the Period January 1, 2020 to December 31, 2020

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2020	2021	2022	2023	2024	2025
<i>Parking Authority</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	-	-	-	-	-	-	-
<i>N/a</i>							
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, 2020 to December 31, 2020

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<b>Parking Authority</b>						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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 1,2020 to December 31,2020

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	\$800-850 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 2018 (includes dinner and drinks) This is intended to continue in 2020	\$3,800
12.	Scot MacPherson – Director of Operations	
	Attended IPI conference in June of 2019 in Anaheim	
	Hotel	\$1,490.55
	Meals	\$ 208.11
	Airfare and transportation	\$1,474.61