

LOCAL GOVT SERVICES

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2015

# Westwood Parking Authority Budget

[www.westwoodnj.gov/boardsandcommissions](http://www.westwoodnj.gov/boardsandcommissions)

Department Of



Community  
Affairs

OCT 15 2014

Division Of Local Government Services

WORKING COPY

**2015 AUTHORITY BUDGET**

**Certification Section**

OCT 15 2014

2015

**WESTWOOD PARKING AUTHORITY**

**BUDGET**

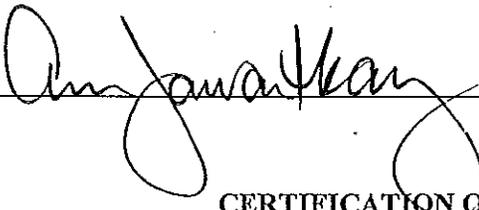
**FISCAL YEAR: FROM JANUARY 1, 2015 TO DECEMBER 31, 2015**

**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. 40A:5A-11.

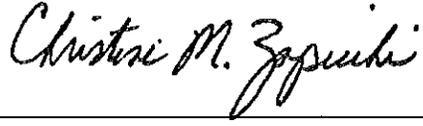
State of New Jersey  
Department of Community Affairs  
Director of the Division of Local Government Services

By  Date 11/10/14

**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  Date 5/12/15

**2015 PREPARER'S CERTIFICATION**

of the

**WESTWOOD PARKING AUTHORITY**

**BUDGET**

**FISCAL YEAR: FROM JANUARY 1, 2015 TO DECEMBER 31, 2015**

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:                 | John F. Sauer  |            |                |
| Title:                | Administrator  |            |                |
| Address:              | 101 Washington Ave., Westwood, New Jersey 07675                                      |            |                |
| Phone Number:         | (201) 664-7100, Ext. 121   | Fax Number | (201) 664-5340 |
| E-mail address        | <a href="mailto:jsauer@westwoodnj.gov">jsauer@westwoodnj.gov</a>                     |            |                |

**2015 APPROVAL CERTIFICATION**

of the

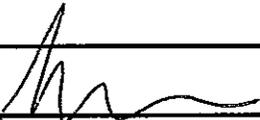
**WESTWOOD PARKING AUTHORITY**

**BUDGET**

**FISCAL YEAR: FROM JANUARY 1, 2015 TO DECEMBER 31, 2015**

It is hereby certified that the Authority Budget, including Supplemental Schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the Governing Body of the Westwood Parking Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 7th day of October, 2014.

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.

|                        |  |            |                |
|------------------------|--|------------|----------------|
| Secretary's Signature: |  |            |                |
| Name:                  | Sue Bahng  |            |                |
| Title:                 | Secretary  |            |                |
| Address:               | 101 Washington Ave., Westwood, New Jersey 07675                                    |            |                |
| Phone Number:          | (201) 664-7100, Ext. 121   | Fax Number | (201) 664-5340 |
| E-mail address         | sbahng@westwoodnj.gov  |            |                |

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address: WWW.WESTWOODNJ.GOV/BOARDS AND COMMISSIONS

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

- A description of the Authority's mission and responsibilities
- Commencing with 2013, the budgets for the current fiscal year and immediately preceding two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- Commencing with 2012, the annual audits of the most recent fiscal year and immediately two prior years
- The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- Beginning January 1, 2013, the approved minutes of each meeting of the Authority including all resolutions of the board and their committees; for at least three consecutive fiscal years
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

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

Name of Officer Certifying compliance

JOHN F. SAUER

Title of Officer Certifying compliance

ADMINISTRATOR

Signature

John F. Sauer

2015

WESTWOOD PARKING AUTHORITY

BUDGET RESOLUTION

FISCAL YEAR: FROM JANUARY 1, 2015 TO DECEMBER 31, 2015

WHEREAS, the Annual Budget and Capital Budget for the Westwood Parking Authority, for the year beginning January 1, 2015 and ending December 31, 2015 has been presented before the Governing Body of the Westwood Parking Authority at its open public meeting of October 7, 2014; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$188,000 and Total Appropriations, of \$188,000; and

WHEREAS, the Capital Budget as introduced does reflect Total Capital Appropriations of \$21,000 and Total Unrestricted Net Assets planned to be utilized as funding thereof, of \$21,000, and

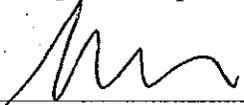
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for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

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

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Westwood Parking Authority, at an open public meeting held on October 7, 2014 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the Westwood Parking Authority for the year beginning January 1, 2015 and ending December 31, 2015 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 Westwood Parking Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 18, 2014.

  
(Secretary's signature)

October 7, 2014

| Governing Body<br>Member: | Recorded Vote |     |         |        |
|---------------------------|---------------|-----|---------|--------|
|                           | Aye           | Nay | Abstain | Absent |
| F. Costello               | ✓             |     |         |        |
| J. Green                  |               |     |         | ✓      |
| J. Oberg                  | ✓             |     |         |        |
| M. Foley                  | ✓             |     |         |        |
| S. Bahng                  | ✓             |     |         |        |

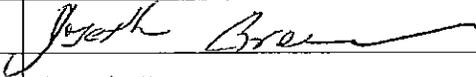
**2015 ADOPTION CERTIFICATION**  
**WESTWOOD PARKING AUTHORITY**

LOCAL GOVT SERVICES  
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**Westwood Parking Authority Budget**

FISCAL YEAR: FROM: JAN.01, 2015 TO: DEC.31, 2015

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 WESTWOOD PARKING Authority, pursuant to N.J.A.C. 5:31-2.3, on the 28th day of, APRIL, 2015.

|                      |  |             |  |
|----------------------|--|-------------|--|
| Officer's Signature: |  |             |  |
| Name:                | Joseph Green   |             |  |
| Title:               | Secretary  |             |  |
| Address:             | 101 WASHINGTON AVE., WESTWOOD NJ 07675   |             |  |
| Phone Number:        | 201-664-7100<br>EXT 121  | Fax Number: |  |
| E-mail address       | TGARRITY@WESTWOOD NJ.GOV   |             |  |

# 2015 ADOPTED BUDGET RESOLUTION

## Westwood Parking Authority

### AUTHORITY

FISCAL YEAR: FROM: JAN.01, 2015 TO: DEC.31, 2015

WHEREAS, the Annual Budget and Capital Budget/Program for the WESTWOOD PARKING Authority for the fiscal year beginning JAN.01, 2015 and ending, DEC.31, 2015 has been presented for adoption before the governing body of the WESTWOOD PARKING Authority at its open public meeting of NOV.18, 2014 and AMENDED AT IT'S PUBLIC MEETING OF APRIL 28, 2015

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 \$ 188,000.00, Total Appropriations, including any Accumulated Deficit, if any, of \$188,000.00 and Total Unrestricted Net Position utilized of \$ -0- and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$ 21,000.00 and Total Unrestricted Net Position planned to be utilized of \$ 21,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of WESTWOOD PARKING Authority, at an open public meeting held on April 28, 2015 that the Annual Budget and Capital Budget/Program of the Westwood Parking Authority for the fiscal year beginning, JAN.01, 2015 and, ending, DEC.31,2015 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)

April 28, 2015  
(Date)

| Governing Body<br>Member: | Recorded Vote |     |         |        |
|---------------------------|---------------|-----|---------|--------|
|                           | Aye           | Nay | Abstain | Absent |
| FRANCIS COSTELLO          | ✓             |     |         |        |
| JOHN OBERG                | ✓             |     |         |        |
| JOSEPH GREEN              |               |     |         | ✓      |
| MATT FOLEY                | ✓             |     |         |        |
| MARYANN BASSET            | ✓             |     |         |        |

**2015 AUTHORITY BUDGET**  
**Narrative and Information Section**

# 2015 AUTHORITY BUDGET MESSAGE & ANALYSIS

## Westwood Parking Authority

### AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2015 TO: December 31, 2015

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

1. Complete a brief statement on the 2015 proposed Annual Budget and make comparison to the 2014 adopted budget for each operation. Explain any variances over +/-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.

Parking meter fee revenues in the 2014 budget were projected at \$186,000 – while the actual year end 2014 income is now estimated to be lower than expected at \$173,800.

Anticipated revenues are projected to fall short of budget due to local street work by the Borough and utility activity (PSE&G – new gas lines) around the downtown area. The work around the Borough has been a major frustration for our merchants and shoppers. This work is not expected to be completed until 2015.

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% from the current year adopted budget.

The four master meters installed during 2013 and 2014 have had a positive impact on revenues particularly with the acceptance of dollar bills. This doesn't seem like a significant change, but in comparison to our operations, has become a major improvement. Commuters and shoppers have reacted positively to the change.

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 economy has been boosted by several new retail stores however the utility work, (as described above), continues to slow it down a bit. There is nothing in our proposed 2015 capital budget which would have a direct impact on the local economy.

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.

Not Applicable

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.).

Not Applicable

# 2015 AUTHORITY BUDGET MESSAGE & ANALYSIS

## Westwood Parking Authority

### AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2015 TO: December 31, 2015

6. The proposed budget must not reflect an anticipated deficit from 2015 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.

Not Applicable

7. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) 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.

Not Applicable

8. Attach a copy of the Authority's most recent Annual Operating Data submission to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) under the Authority's Continuing Disclosure Agreements for any debt issuances outstanding. Examples of Annual Operating Data may include sewer and water billings; parking rents and collections; number of customers; number of available parking spaces; etc. See Local Finance Notice 2014-9 for more information.

Not Applicable

# AUTHORITY CONTACT INFORMATION

## 2015

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

|                           |                            |             |                |
|---------------------------|----------------------------|-------------|----------------|
| <b>Name of Authority:</b> | Westwood Parking Authority |             |                |
| <b>Address:</b>           | 101 Washington Avenue      |             |                |
| <b>City, State, Zip:</b>  | Westwood                   | NJ          | 07675          |
| <b>Phone: (ext.)</b>      | (201) 664-7100 ext 121     | <b>Fax:</b> | (201) 664-5340 |

|                            |                         |             |                |
|----------------------------|-------------------------|-------------|----------------|
| <b>Preparer's Name:</b>    | Thomas Garrity          |             |                |
| <b>Preparer's Address:</b> | 101 Washington Avenue   |             |                |
| <b>City, State, Zip:</b>   | Westwood                | NJ          | 07675          |
| <b>Phone: (ext.)</b>       | (201) 664-7100 ext 121  | <b>Fax:</b> | (201) 664-5340 |
| <b>E-mail:</b>             | tgarrity@westwoodnj.org |             |                |

|                                 |                        |             |                |
|---------------------------------|------------------------|-------------|----------------|
| <b>Chief Executive Officer:</b> | John F. Sauer          |             |                |
| <b>Phone: (ext.)</b>            | (201) 664-7100 ext 121 | <b>Fax:</b> | (201) 664-5340 |
| <b>E-mail:</b>                  | jsauer@westwoodnj.gov  |             |                |

|                                 |                         |             |                |
|---------------------------------|-------------------------|-------------|----------------|
| <b>Chief Financial Officer:</b> | Thomas Garrity          |             |                |
| <b>Phone: (ext.)</b>            | (201) 664-7100 ext 121  | <b>Fax:</b> | (201) 664-5340 |
| <b>E-mail:</b>                  | tgarrity@westwoodnj.gov |             |                |

|                          |                             |             |                |
|--------------------------|-----------------------------|-------------|----------------|
| <b>Name of Auditor:</b>  | Gary J. Vinci, CPA, RMA     |             |                |
| <b>Name of Firm:</b>     | Lerch, Vinci & Higgins, LLP |             |                |
| <b>Address:</b>          | 17-17 Route 208 North       |             |                |
| <b>City, State, Zip:</b> | Fair Lawn                   | NJ          | 07410          |
| <b>Phone: (ext.)</b>     | (201) 791-7100              | <b>Fax:</b> | (201) 791-3035 |
| <b>E-mail:</b>           | gvinci@lvhcpa.com           |             |                |

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## WESTWOOD PARKING AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2015 TO: DECEMBER 31, 2015

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

- 1) Provide the number of individuals employed in calendar year 2013 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: Six employees, reported on the Borough's Form W-3.
- 2) Provide the amount of total salaries and wages for calendar year 2013 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: \$71,504
- 3) Provide the number of regular voting members of the governing body: Five
- 4) Provide the number of alternate voting members of the governing body: None
- 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 because of their relationship with the Authority file the form as required? Yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? No
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? No
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? No  
If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. No If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. *Attach narrative.*

No compensation for Trustees:

Listed on page 1c under Membership of Board of Commissioners.

Compensation for WPA Administrator (Annual), Mr. Jack Sauer.

Determined and approved by Board of Trustees.

Compensation for Financial Officer (Hourly), Mr. Thomas E. Garrity.

Based upon starting salary of \$15,000 plus 2% yearly increase. Approved annually by Board of Trustees.

Maintenance Supervisor (Annual), Mr. Mario Ciocci,

Determined and approved by Board of Trustees

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## WESTWOOD PARKING AUTHORITY

- 11) Did the Authority pay for meals or catering during the current fiscal year? No. 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? No. If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
  - a. First class or charter travel No
  - b. Travel for companions No
  - c. Tax indemnification and gross-up payments No
  - d. Discretionary spending account No
  - e. Housing allowance or residence for personal use No
  - f. Payments for business use of personal residence No
  - g. Vehicle/auto allowance or vehicle for personal use No
  - h. Health or social club dues or initiation fees No
  - i. Personal services (i.e.: maid, chauffeur, chef) NoIf 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.
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? No.
- 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.
- 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? N/A-The Authority has no outstanding debt.
- 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? N/A.
- 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.)? N/A.

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

**Westwood Parking Authority**

**FISCAL YEAR: FROM: January 1, 2015 TO: December 31, 2015**

*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 all related 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 related 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:** 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, 2015, the calendar year 2013 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2015, with 2013 being the most recent calendar year ended), and for fiscal years ending June 30, 2016, the calendar year 2015 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2015, with 2015 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)

For the Period January 1, 2015 to Westwood Parking Authority December 31, 2015

| Name                 | Title                   | Average Hours per Week Dedicated to Position | Position     |         |              | Reportable Compensation from Authority (W-2/1099) |          |                      | Total Compensation from Authority (health benefits, pension, etc.) | Names of Other Public Entities where Individual is an Employee or Member of the Governing Body | 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 |
|----------------------|-------------------------|--|--------------|---------|--------------|---|----------|----------------------|--|--|--|---|---|--|--|
|                      |                         |  | Commissioner | Officer | Key Employee | Highest Compensated Employee                      | Former   | Base Salary/ Stipend |  |  |  |   |   |  |  |
| 1 Francis Costello   | Chairman                |  | X            |         |              |   |          |                      |  |  |  |   |   |  |  |
| 2 Joseph Green       | Vice President          |  | X            |         |              |   |          |                      |  |  |  |   |   |  |  |
| 3 Sue Bahng          | Secretary               |  | X            |         |              |   |          |                      |  |  |  |   |   |  |  |
| 4 John Oberg         | Treasurer               |  | X            |         |              |   |          |                      |  |  |  |   |   |  |  |
| 5 Matt Foley         | Assistant Treasurer     |  | X            |         |              |   |          |                      |  |  |  |   |   |  |  |
| 6 John F. Sauer      | Administrator           |  |              | X       |              |   | 15,000   |                      | None   | N/A  | N/A  | 0   | 0   | 15,000   |  |
| 7 Thomas Garrity     | Assistant Administrator |  |              | X       |              |   | 10,319   |                      | None   | N/A  | N/A  | 0   | 0   | 10,319   |  |
| 8 Michael Pellegrino | Attorney                |  |              |         |              |   | 4,202    |                      | None   | N/A  | N/A  | 0   | 0   | 4,202  |  |
| 9                    |                         |  |              |         |              |   |          |                      |  |  |  |   |   |  |  |
| 10                   |                         |  |              |         |              |   |          |                      |  |  |  |   |   |  |  |
| 11                   |                         |  |              |         |              |   |          |                      |  |  |  |   |   |  |  |
| 12                   |                         |  |              |         |              |   |          |                      |  |  |  |   |   |  |  |
| 13                   |                         |  |              |         |              |   |          |                      |  |  |  |   |   |  |  |
| 14                   |                         |  |              |         |              |   |          |                      |  |  |  |   |   |  |  |
| 15                   |                         |  |              |         |              |   |          |                      |  |  |  |   |   |  |  |
| Total:               |                         |  |              |         |              |   | \$29,521 | \$                   | \$   | \$   | \$   | \$  | \$  | \$   | \$29,521                               |

Enter the total number of employees/ independent contractors who received more than \$100,000 in total reportable compensation for the most recent fiscal year completed: NONE

# Schedule of Health Benefits - Detailed Cost Analysis

Westwood Parking Authority  
 For the Period January 1, 2015 to December 31, 2015

|  | Annual Cost     |                          | # of Covered Members (Medical & Rx) | Total Cost Estimate Proposed Budget | # of Covered Members Current Year | Annual Cost per Employee Current Year | Total Current Year Cost | % Increase (Decrease) |
|--|-----------------|--------------------------|-------------------------------------|-------------------------------------|-----------------------------------|---------------------------------------|-------------------------|-----------------------|
|  | Proposed Budget | Employee Proposed Budget |                                     |                                     |                                   |                                       |                         |                       |
| <b>Active Employees - Health Benefits - Annual Cost</b>  |                 |                          |                                     |                                     |                                   |                                       |                         |                       |
| Single Coverage  |                 |                          |                                     | \$ -                                |                                   |                                       | \$ -                    | #DIV/0!               |
| Parent & Child   |                 |                          |                                     | -                                   |                                   |                                       | -                       | #DIV/0!               |
| Employee & Spouse (or Partner)                           |                 |                          |                                     | -                                   |                                   |                                       | -                       | #DIV/0!               |
| Family   |                 |                          |                                     | -                                   |                                   |                                       | -                       | #DIV/0!               |
| Employee Cost Sharing Contribution (enter as negative -) |                 |                          |                                     |                                     |                                   |                                       |                         | #DIV/0!               |
| Subtotal   | 0               |                          |                                     |                                     | 0                                 |                                       |                         | #DIV/0!               |
| <b>Commissioners - Health Benefits - Annual Cost</b>     |                 |                          |                                     |                                     |                                   |                                       |                         |                       |
| Single Coverage  |                 |                          |                                     | -                                   |                                   |                                       | -                       | #DIV/0!               |
| Parent & Child   |                 |                          |                                     | -                                   |                                   |                                       | -                       | #DIV/0!               |
| Employee & Spouse (or Partner)                           |                 |                          |                                     | -                                   |                                   |                                       | -                       | #DIV/0!               |
| Family   |                 |                          |                                     | -                                   |                                   |                                       | -                       | #DIV/0!               |
| Employee Cost Sharing Contribution (enter as negative -) |                 |                          |                                     |                                     |                                   |                                       |                         | #DIV/0!               |
| Subtotal   | 0               |                          |                                     |                                     | 0                                 |                                       |                         | #DIV/0!               |
| <b>Retirees - Health Benefits - Annual Cost</b>          |                 |                          |                                     |                                     |                                   |                                       |                         |                       |
| Single Coverage  |                 |                          |                                     | -                                   |                                   |                                       | -                       | #DIV/0!               |
| Parent & Child   |                 |                          |                                     | -                                   |                                   |                                       | -                       | #DIV/0!               |
| Employee & Spouse (or Partner)                           |                 |                          |                                     | -                                   |                                   |                                       | -                       | #DIV/0!               |
| Family   |                 |                          |                                     | -                                   |                                   |                                       | -                       | #DIV/0!               |
| Employee Cost Sharing Contribution (enter as negative -) |                 |                          |                                     |                                     |                                   |                                       |                         | #DIV/0!               |
| Subtotal   | 0               |                          |                                     |                                     | 0                                 |                                       |                         | #DIV/0!               |
| <b>GRAND TOTAL</b>                                       |                 |                          |                                     | \$ -                                |                                   |                                       | \$ -                    | #DIV/0!               |

Is medical coverage provided by the SHBP (Yes or No)?  
 Authority does not provide Medical Coverage

Is prescription drug coverage provided by the SHBP (Yes or No)?  
 Authority does not provide Prescription Drug Coverage



# Schedule of Shared Service Agreements

For the Period Westwood Parking Authority to December 31, 2015

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

| Name of Entity Providing Service | Name of Entity Receiving Service | Type of Shared Service Provided                        | Comments (Enter more specifics if needed) | Agreement Effective Date | Agreement End Date | Amount to be Received by/<br>Paid from Authority |
|----------------------------------|----------------------------------|--|---|--------------------------|--------------------|--|
| Borough of Westwood              | Westwood Parking Authority       | Snow plowing and landscaping of Municipal parking lots |   | 1/1/94                   | 1/1/23             | 45,000   |
|                                  |                                  | Operation, maintenance and repair of parking lots      |   |                          |                    |  |
|                                  |                                  | Acquisition of new parking facilities                  |   |                          |                    |  |
|                                  |                                  |  |   |                          |                    |  |
|                                  |                                  |  |   |                          |                    |  |
|                                  |                                  |  |   |                          |                    |  |
|                                  |                                  |  |   |                          |                    |  |
|                                  |                                  |  |   |                          |                    |  |
|                                  |                                  |  |   |                          |                    |  |
|                                  |                                  |  |   |                          |                    |  |

**2015 AUTHORITY BUDGET**

**Financial Schedules Section**

# 2015 Budget Summary

Westwood Parking Authority  
 For the Period January 1, 2015 to December 31, 2015

|   | Proposed Budget |      |      |      |            | Current Year<br>Adopted Budget |                | \$ Increase<br>(Decrease)<br>Proposed vs.<br>Current Year | % Increase<br>(Decrease)<br>Proposed vs.<br>Current Year |
|---|-----------------|------|------|------|------------|--------------------------------|----------------|---|--|
|   | Parking         | N/A  | N/A  | N/A  | N/A        | Total All                      |                |   |  |
|   |                 |      |      |      |            | Operations                     | All Operations |   |  |
| <b>REVENUES</b>   |                 |      |      |      |            |                                |                |   |  |
| Total Operating Revenues  | \$ 188,000      | \$ - | \$ - | \$ - | \$ 188,000 | \$ 188,000                     | \$ -           | 0.0%  |  |
| Total Non-Operating Revenues  | -               | -    | -    | -    | -          | -                              | -              | #DIV/0!   |  |
| Total Anticipated Revenues  | 188,000         | -    | -    | -    | 188,000    | 188,000                        | -              | 0.0%  |  |
| <b>APPROPRIATIONS</b>   |                 |      |      |      |            |                                |                |   |  |
| Total Administration  | 57,650          | -    | -    | -    | 57,650     | 55,061                         | 2,589          | 4.7%  |  |
| Total Cost of Providing Services                                    | 85,350          | -    | -    | -    | 85,350     | 87,939                         | (2,589)        | -2.9%   |  |
| Total Principal Payments on Debt Service in<br>Lieu of Depreciation | 45,000          | -    | -    | -    | 45,000     | 45,000                         | -              | 0.0%  |  |
| Total Operating Appropriations                                      | 188,000         | -    | -    | -    | 188,000    | 188,000                        | -              | 0.0%  |  |
| Total Interest Payments on Debt                                     | -               | -    | -    | -    | -          | -                              | -              | #DIV/0!   |  |
| Total Other Non-Operating Appropriations                            | -               | -    | -    | -    | -          | -                              | -              | #DIV/0!   |  |
| Total Non-Operating Appropriations                                  | -               | -    | -    | -    | -          | -                              | -              | #DIV/0!   |  |
| Accumulated Deficit   | -               | -    | -    | -    | -          | -                              | -              | #DIV/0!   |  |
| Total Appropriations and Accumulated<br>Deficit                     | 188,000         | -    | -    | -    | 188,000    | 188,000                        | -              | 0.0%  |  |
| Less: Total Unrestricted Net Position Utilized                      | -               | -    | -    | -    | -          | -                              | -              | #DIV/0!   |  |
| Net Total Appropriations  | 188,000         | -    | -    | -    | 188,000    | 188,000                        | -              | 0.0%  |  |
| <b>ANTICIPATED SURPLUS (DEFICIT)</b>                                | \$ -            | \$ - | \$ - | \$ - | \$ -       | \$ -                           | \$ -           | #DIV/0!   |  |

## 2015 Revenue Schedule

### Westwood Parking Authority

For the Period January 1, 2015 to December 31, 2015

|   | Proposed Budget |      |      |      |      |      | Total All  | Current Year   | \$ Increase    | % Increase |
|---|-----------------|------|------|------|------|------|------------|----------------|----------------|------------|
|   | Parking         | N/A  | N/A  | N/A  | N/A  | N/A  | Operations | Adopted Budget | Proposed vs.   | (Decrease) |
|   |                 |      |      |      |      |      |            |                |                |            |
|   |                 |      |      |      |      |      | 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!    |
| <b>Total Service Charges</b>                  |                 |      |      |      |      | -    | -          | -              |                | #DIV/0!    |
| <i>Connection Fees</i>                        |                 |      |      |      |      |      |            |                |                |            |
| Residential                                   |                 |      |      |      |      | -    | -          | -              |                | #DIV/0!    |
| Business/Commercial                           |                 |      |      |      |      | -    | -          | -              |                | #DIV/0!    |
| Industrial                                    |                 |      |      |      |      | -    | -          | -              |                | #DIV/0!    |
| Intergovernmental                             |                 |      |      |      |      | -    | -          | -              |                | #DIV/0!    |
| Other   |                 |      |      |      |      | -    | -          | -              |                | #DIV/0!    |
| <b>Total Connection Fees</b>                  |                 |      |      |      |      | -    | -          | -              |                | #DIV/0!    |
| <i>Parking Fees</i>                           |                 |      |      |      |      |      |            |                |                |            |
| Meters  | 176,000         |      |      |      |      |      | 176,000    | 176,000        |                | 0.0%       |
| Permits                                       |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
| Fines/Penalties                               | 10,000          |      |      |      |      |      | 10,000     | 10,000         |                | 0.0%       |
| Other   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
| <b>Total Parking Fees</b>                     | 186,000         |      |      |      |      |      | 186,000    | 186,000        |                | 0.0%       |
| <i>Other Operating Revenues (List)</i>        |                 |      |      |      |      |      |            |                |                |            |
| Rentals                                       | 2,000           |      |      |      |      |      | 2,000      | 2,000          |                | 0.0%       |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
| <b>Total Other Revenue</b>                    | 2,000           |      |      |      |      |      | 2,000      | 2,000          |                | 0.0%       |
| <b>Total Operating Revenues</b>               | 188,000         |      |      |      |      |      | 188,000    | 188,000        |                | 0.0%       |
| <b>NON-OPERATING REVENUES</b>                 |                 |      |      |      |      |      |            |                |                |            |
| <i>Grants &amp; Entitlements (List)</i>       |                 |      |      |      |      |      |            |                |                |            |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
| <b>Total Grants &amp; Entitlements</b>        |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
| <i>Local Subsidies &amp; Donations (List)</i> |                 |      |      |      |      |      |            |                |                |            |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
| <b>Total Local Subsidies &amp; Donations</b>  |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
| <i>Interest on Investments &amp; Deposits</i> |                 |      |      |      |      |      |            |                |                |            |
| Investments                                   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
| Security Deposits                             |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
| Penalties                                     |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
| Other Investments                             |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
| <b>Total Interest</b>                         |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
| <i>Other Non-Operating Revenues (List)</i>    |                 |      |      |      |      |      |            |                |                |            |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
|   |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
| <b>Other Non-Operating Revenues</b>           |                 |      |      |      |      |      | -          | -              |                | #DIV/0!    |
| <b>Total Non-Operating Revenues</b>           |                 |      |      |      |      |      | -          | -              |                | 0.0%       |
| <b>TOTAL ANTICIPATED REVENUES</b>             | \$ 188,000      | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 188,000 | \$ 188,000     | \$ -           | 0.0%       |

## 2014 Revenue Schedule

Westwood Parking Authority  
 For the Period January 1, 2015 to December 31, 2015

|   | <i>Current Year Adopted Budget</i> |             |             |             |             |             | Total All<br>Operations |
|---|------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------------------|
|   | Parking                            | N/A         | N/A         | N/A         | N/A         | N/A         |                         |
| <b>OPERATING REVENUES</b>                     |                                    |             |             |             |             |             |                         |
| <i>Service Charges</i>                        |                                    |             |             |             |             |             |                         |
| Residential                                   |                                    |             |             |             |             |             | \$ -                    |
| Business/Commercial                           |                                    |             |             |             |             |             | -                       |
| Industrial                                    |                                    |             |             |             |             |             | -                       |
| Intergovernmental                             |                                    |             |             |             |             |             | -                       |
| Other   |                                    |             |             |             |             |             | -                       |
| Total Service Charges                         | -                                  | -           | -           | -           | -           | -           | -                       |
| <i>Connection Fees</i>                        |                                    |             |             |             |             |             |                         |
| Residential                                   |                                    |             |             |             |             |             | -                       |
| Business/Commercial                           |                                    |             |             |             |             |             | -                       |
| Industrial                                    |                                    |             |             |             |             |             | -                       |
| Intergovernmental                             |                                    |             |             |             |             |             | -                       |
| Other   |                                    |             |             |             |             |             | -                       |
| Total Connection Fees                         | -                                  | -           | -           | -           | -           | -           | -                       |
| <i>Parking Fees</i>                           |                                    |             |             |             |             |             |                         |
| Meters  | 176,000                            |             |             |             |             |             | 176,000                 |
| Permits                                       |                                    |             |             |             |             |             | -                       |
| Fines/Penalties                               | 10,000                             |             |             |             |             |             | 10,000                  |
| Other   |                                    |             |             |             |             |             | -                       |
| Total Parking Fees                            | 186,000                            | -           | -           | -           | -           | -           | 186,000                 |
| <i>Other Operating Revenues (List)</i>        |                                    |             |             |             |             |             |                         |
| Rentals                                       | 2,000                              |             |             |             |             |             | 2,000                   |
|   |                                    |             |             |             |             |             | -                       |
|   |                                    |             |             |             |             |             | -                       |
| Total Other Revenue                           | 2,000                              | -           | -           | -           | -           | -           | 2,000                   |
| Total Operating Revenues                      | 188,000                            | -           | -           | -           | -           | -           | 188,000                 |
| <b>NON-OPERATING REVENUES</b>                 |                                    |             |             |             |             |             |                         |
| <i>Grants &amp; Entitlements (List)</i>       |                                    |             |             |             |             |             |                         |
|   |                                    |             |             |             |             |             | -                       |
|   |                                    |             |             |             |             |             | -                       |
|   |                                    |             |             |             |             |             | -                       |
| Total Grants & Entitlements                   | -                                  | -           | -           | -           | -           | -           | -                       |
| <i>Local Subsidies &amp; Donations (List)</i> |                                    |             |             |             |             |             |                         |
|   |                                    |             |             |             |             |             | -                       |
|   |                                    |             |             |             |             |             | -                       |
|   |                                    |             |             |             |             |             | -                       |
| Total Local Subsidies & Donations             | -                                  | -           | -           | -           | -           | -           | -                       |
| <i>Interest on Investments &amp; Deposits</i> |                                    |             |             |             |             |             |                         |
| Investments                                   |                                    |             |             |             |             |             | -                       |
| Security Deposits                             |                                    |             |             |             |             |             | -                       |
| Penalties                                     |                                    |             |             |             |             |             | -                       |
| Other Investments                             |                                    |             |             |             |             |             | -                       |
| Total Interest                                | -                                  | -           | -           | -           | -           | -           | -                       |
| <i>Other Non-Operating Revenues (List)</i>    |                                    |             |             |             |             |             |                         |
|   |                                    |             |             |             |             |             | -                       |
|   |                                    |             |             |             |             |             | -                       |
| Total Non-Operating Revenues                  | -                                  | -           | -           | -           | -           | -           | -                       |
| <b>TOTAL ANTICIPATED REVENUES</b>             | <b>\$ 188,000</b>                  | <b>\$ -</b> | <b>\$ 188,000</b>       |

## 2015 Appropriations Schedule

### Westwood Parking Authority

For the Period January 1, 2015 to December 31, 2015

|   | Proposed Budget   |             |             |             |             |                         | Current Year<br>Adopted Budget | \$ Increase<br>(Decrease)<br>Proposed vs.<br>Current Year | % Increase<br>(Decrease)<br>Proposed vs.<br>Current Year |
|---|-------------------|-------------|-------------|-------------|-------------|-------------------------|--------------------------------|---|--|
|   | Parking           | N/A         | N/A         | N/A         | N/A         | Total All<br>Operations | Total All<br>Operations        | All Operations  | All Operations   |
|   |                   |             |             |             |             |                         |                                |   |  |
| <b>OPERATING APPROPRIATIONS</b>   |                   |             |             |             |             |                         |                                |   |  |
| <i>Administration - Personnel</i>                                       |                   |             |             |             |             |                         |                                |   |  |
| Salary & Wages  | \$ 53,550         |             |             |             |             | \$ 53,550               | \$ 51,148                      | \$ 2,402  | 4.7%   |
| Fringe Benefits   | 4,100             |             |             |             |             | 4,100                   | 3,913                          | 187   | 4.8%   |
| <b>Total Administration - Personnel</b>                                 | <b>57,650</b>     | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>57,650</b>           | <b>55,061</b>                  | <b>2,589</b>  | <b>4.7%</b>  |
| <i>Administration - Other (List)</i>                                    |                   |             |             |             |             |                         |                                |   |  |
|   |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
|   |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
|   |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
|   |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
|   |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
| Miscellaneous Administration*   |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
| <b>Total Administration - Other</b>                                     | <b>-</b>          | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>                | <b>-</b>                       | <b>-</b>  | <b>#DIV/0!</b>   |
| <b>Total Administration</b>   | <b>57,650</b>     | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>57,650</b>           | <b>55,061</b>                  | <b>2,589</b>  | <b>4.7%</b>  |
| <i>Cost of Providing Services - Personnel</i>                           |                   |             |             |             |             |                         |                                |   |  |
| Salary & Wages  | 25,750            |             |             |             |             | 25,750                  | 27,270                         | (1,520)   | -5.6%  |
| Fringe Benefits   | 1,970             |             |             |             |             | 1,970                   | 2,086                          | (116)   | -5.6%  |
| <b>Total COPS - Personnel</b>   | <b>27,720</b>     | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>27,720</b>           | <b>29,356</b>                  | <b>(1,636)</b>  | <b>-5.6%</b>   |
| <i>Cost of Providing Services - Other (List)</i>                        |                   |             |             |             |             |                         |                                |   |  |
| Operations and Maintenance  | 31,410            |             |             |             |             | 31,410                  | 28,080                         | 3,330   | 11.9%  |
| Rentals   | 12,000            |             |             |             |             | 12,000                  | 12,000                         | -   | 0.0%   |
| Professional Fees   | 6,850             |             |             |             |             | 6,850                   | 13,800                         | (6,950)   | -50.4%   |
| Other Miscellaneous   | 7,370             |             |             |             |             | 7,370                   | 4,703                          | 2,667   | 56.7%  |
| Miscellaneous COPS*   |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
| <b>Total COPS - Other</b>   | <b>57,630</b>     | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>57,630</b>           | <b>58,583</b>                  | <b>(953)</b>  | <b>-1.6%</b>   |
| <b>Total Cost of Providing Services</b>                                 | <b>85,350</b>     | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>85,350</b>           | <b>87,939</b>                  | <b>(2,589)</b>  | <b>-2.9%</b>   |
| <i>Total Principal Payments on Debt Service in Lieu of Depreciation</i> |                   |             |             |             |             |                         |                                |   |  |
|   | 45,000            |             |             |             |             | 45,000                  | 45,000                         | -   | 0.0%   |
| <b>Total Operating Appropriations</b>                                   | <b>188,000</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>188,000</b>          | <b>188,000</b>                 | <b>-</b>  | <b>0.0%</b>  |
| <b>NON-OPERATING APPROPRIATIONS</b>                                     |                   |             |             |             |             |                         |                                |   |  |
| Total Interest Payments on Debt   |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
| Operations & Maintenance Reserve  |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
| Renewal & Replacement Reserve   |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
| Municipality/County Appropriation                                       |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
| Other Reserves  |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
| <b>Total Non-Operating Appropriations</b>                               | <b>-</b>          | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>                | <b>-</b>                       | <b>-</b>  | <b>#DIV/0!</b>   |
| <b>TOTAL APPROPRIATIONS</b>   | <b>188,000</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>188,000</b>          | <b>188,000</b>                 | <b>-</b>  | <b>0.0%</b>  |
| <b>ACCUMULATED DEFICIT</b>  |                   |             |             |             |             |                         |                                |   |  |
|   |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
| <b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>                   | <b>188,000</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>188,000</b>          | <b>188,000</b>                 | <b>-</b>  | <b>0.0%</b>  |
| <b>UNRESTRICTED NET POSITION UTILIZED</b>                               |                   |             |             |             |             |                         |                                |   |  |
| Municipality/County Appropriation                                       |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
| Other   |                   |             |             |             |             |                         |                                |   | #DIV/0!  |
| <b>Total Unrestricted Net Position Utilized</b>                         | <b>-</b>          | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>    | <b>-</b>                | <b>-</b>                       | <b>-</b>  | <b>#DIV/0!</b>   |
| <b>TOTAL NET APPROPRIATIONS</b>   | <b>\$ 188,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 188,000</b>       | <b>\$ 188,000</b>              | <b>\$ -</b>   | <b>0.0%</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 \$ 9,400.00 \$ - \$ - \$ - \$ - \$ - \$ 9,400.00

## 2014 Appropriations Schedule

Westwood Parking Authority  
For the Period January 1, 2015 to December 31, 2015

| Current Year Adopted Budget                                      |            |      |      |      |      |      | Total All  |
|--|------------|------|------|------|------|------|------------|
| Parking  | N/A        | N/A  | N/A  | N/A  | N/A  | N/A  | Operations |
| <b>OPERATING APPROPRIATIONS</b>                                  |            |      |      |      |      |      |            |
| <i>Administration - Personnel</i>                                |            |      |      |      |      |      |            |
| Salary & Wages   | \$ 51,148  |      |      |      |      |      | \$ 51,148  |
| Fringe Benefits  | 3,913      |      |      |      |      |      | 3,913      |
| Total Administration - Personnel                                 | 55,061     | -    | -    | -    | -    | -    | 55,061     |
| <i>Administration - Other (List)</i>                             |            |      |      |      |      |      |            |
|  |            |      |      |      |      |      | -          |
|  |            |      |      |      |      |      | -          |
|  |            |      |      |      |      |      | -          |
| Miscellaneous Administration*                                    |            |      |      |      |      |      | -          |
| Total Administration - Other                                     | -          | -    | -    | -    | -    | -    | -          |
| Total Administration   | 55,061     | -    | -    | -    | -    | -    | 55,061     |
| <i>Cost of Providing Services - Personnel</i>                    |            |      |      |      |      |      |            |
| Salary & Wages   | 27,270     |      |      |      |      |      | 27,270     |
| Fringe Benefits  | 2,086      |      |      |      |      |      | 2,086      |
| Total COPS - Personnel   | 29,356     | -    | -    | -    | -    | -    | 29,356     |
| <i>Cost of Providing Services - Other (List)</i>                 |            |      |      |      |      |      |            |
| Operations and Maintenance                                       | 28,080     |      |      |      |      |      | 28,080     |
| Rentals  | 12,000     |      |      |      |      |      | 12,000     |
| Professional Fees  | 13,800     |      |      |      |      |      | 13,800     |
| Other Miscellaneous  | 4,703      |      |      |      |      |      | 4,703      |
| Miscellaneous COPS*  |            |      |      |      |      |      | -          |
| Total COPS - Other   | 58,583     | -    | -    | -    | -    | -    | 58,583     |
| Total Cost of Providing Services                                 | 87,939     | -    | -    | -    | -    | -    | 87,939     |
| Total Principal Payments on Debt Service in Lieu of Depreciation | 45,000     | -    | -    | -    | -    | -    | 45,000     |
| Total Operating Appropriations                                   | 188,000    | -    | -    | -    | -    | -    | 188,000    |
| <b>NON-OPERATING APPROPRIATIONS</b>                              |            |      |      |      |      |      |            |
| Total Interest Payments on Debt                                  | -          | -    | -    | -    | -    | -    | -          |
| Operations & Maintenance Reserve                                 | -          | -    | -    | -    | -    | -    | -          |
| Renewal & Replacement Reserve                                    | -          | -    | -    | -    | -    | -    | -          |
| Municipality/County Appropriation                                | -          | -    | -    | -    | -    | -    | -          |
| Other Reserves   | -          | -    | -    | -    | -    | -    | -          |
| Total Non-Operating Appropriations                               | -          | -    | -    | -    | -    | -    | -          |
| <b>TOTAL APPROPRIATIONS</b>                                      | 188,000    | -    | -    | -    | -    | -    | 188,000    |
| <b>ACCUMULATED DEFICIT</b>                                       |            |      |      |      |      |      |            |
| <b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>            | 188,000    | -    | -    | -    | -    | -    | 188,000    |
| <b>UNRESTRICTED NET POSITION UTILIZED</b>                        |            |      |      |      |      |      |            |
| Municipality/County Appropriation                                | -          | -    | -    | -    | -    | -    | -          |
| Other  | -          | -    | -    | -    | -    | -    | -          |
| Total Unrestricted Net Position Utilized                         | -          | -    | -    | -    | -    | -    | -          |
| <b>TOTAL NET APPROPRIATIONS</b>                                  | \$ 188,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 188,000 |

\* 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    \$ 9,400.00    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 9,400.00





# 2015 Net Position Reconciliation

Westwood Parking Authority  
 For the Period January 1, 2015 to December 31, 2015

|  | Parking    | N/A  | N/A  | N/A  | N/A  | N/A  | Total All Operations |
|--|------------|------|------|------|------|------|----------------------|
| <i>Proposed Budget</i>   |            |      |      |      |      |      |                      |
| <b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>                | \$ 169,449 |      |      |      |      |      | \$ 169,449           |
| Less: Invested in Capital Assets, Net of Related Debt (1)              | 98,838     |      |      |      |      |      | 98,838               |
| Less: Restricted for Debt Service Reserve (1)                          |            |      |      |      |      |      |                      |
| Less: Other Restricted Net Position (1)                                |            |      |      |      |      |      |                      |
| Total Unrestricted Net Position (1)                                    | 70,611     |      |      |      |      |      | 70,611               |
| 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)                              |            |      |      |      |      |      |                      |
| <b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>  | 70,611     |      |      |      |      |      | 70,611               |
| Unrestricted Net Position Utilized to Balance Proposed Budget          |            |      |      |      |      |      |                      |
| Unrestricted Net Position Utilized in Proposed Capital Budget          | 21,000     |      |      |      |      |      | 21,000               |
| Appropriation to Municipality/County (3)                               |            |      |      |      |      |      |                      |
| Total Unrestricted Net Position Utilized in Proposed Budget            | 21,000     |      |      |      |      |      | 21,000               |
| <b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b> |            |      |      |      |      |      |                      |
| (4)  | \$ 49,611  | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 49,611            |

(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 \$ 9,400 \$ - \$ - \$ - \$ - \$ - \$ 9,400  
 (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.

**2015**

**WESTWOOD PARKING AUTHORITY**

**CAPITAL  
BUDGET/  
PROGRAM**

**2015 CERTIFICATION**

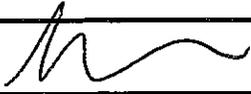
**of the**

**WESTWOOD PARKING AUTHORITY**

**CAPITAL BUDGET/PROGRAM**

**FISCAL YEAR: FROM JANUARY 1, 2015 TO DECEMBER 31, 2015**

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 Westwood Parking Authority, on the 7th day of October 2014.

|                        |  |             |                |
|------------------------|--|-------------|----------------|
| Secretary's Signature: |  |             |                |
| Name:                  | Sue Bahng  |             |                |
| Title:                 | Secretary  |             |                |
| Address:               | 101 Washington Ave., Westwood, New Jersey 07675                                    |             |                |
| Phone Number:          | (201) 664-7100, Ext. 121   | Fax Number: | (201) 664-5340 |
| E-mail address         | <a href="mailto:sbahng@westwoodnj.gov">sbahng@westwoodnj.gov</a>                   |             |                |

## 2015 CAPITAL BUDGET/PROGRAM MESSAGE

### WESTWOOD PARKING AUTHORITY

**FISCAL YEAR: FROM JANUARY 1, 2015 TO DECEMBER 31, 2015**

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

Yes – Governing Body of the Borough of Westwood.

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

Yes

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

Not as of this date. The current infrastructure does not warrant a study.

4. Describe the projected impacts 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.

Master meter replacement will reduce the current maintenance and repair costs as well prevent lost revenues due to down time. Accepting dollar bills is for the convenience of our shoppers and commuters.

5. Please indicate which capital projects/project financing are being undertaken in the Metropolitan or Suburban Planning Areas as defined in the State Development and Redevelopment Plan.

Not Applicable

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?

Not Applicable

## 2015 Proposed Capital Budget

Westwood Parking Authority  
For the Period January 1, 2015 to December 31, 2015

|                                      | Estimated Total Cost | Funding Sources                    |                               |                    |                |               |
|--------------------------------------|----------------------|------------------------------------|-------------------------------|--------------------|----------------|---------------|
|                                      |                      | Unrestricted Net Position Utilized | Renewal & Replacement Reserve | Debt Authorization | Capital Grants | Other Sources |
| <i>Parking</i>                       |                      |                                    |                               |                    |                |               |
| Canopies for Master Meters           | \$ 12,000            | \$ 12,000                          |                               |                    |                |               |
| Van Placement (Maint.)               | 6,000                | 6,000                              |                               |                    |                |               |
| Computer Upgrade                     | 3,000                | 3,000                              |                               |                    |                |               |
| Project D Description                | -                    |                                    |                               |                    |                |               |
| Total                                | 21,000               | 21,000                             | -                             | -                  | -              | -             |
| <i>N/A</i>                           |                      |                                    |                               |                    |                |               |
| Project A Description                | -                    |                                    |                               |                    |                |               |
| Project B Description                | -                    |                                    |                               |                    |                |               |
| Project C Description                | -                    |                                    |                               |                    |                |               |
| Project D Description                | -                    |                                    |                               |                    |                |               |
| Total                                | -                    | -                                  | -                             | -                  | -              | -             |
| <i>N/A</i>                           |                      |                                    |                               |                    |                |               |
| Project A Description                | -                    |                                    |                               |                    |                |               |
| Project B Description                | -                    |                                    |                               |                    |                |               |
| Project C Description                | -                    |                                    |                               |                    |                |               |
| Project D Description                | -                    |                                    |                               |                    |                |               |
| Total                                | -                    | -                                  | -                             | -                  | -              | -             |
| <i>N/A</i>                           |                      |                                    |                               |                    |                |               |
| Project A Description                | -                    |                                    |                               |                    |                |               |
| Project B Description                | -                    |                                    |                               |                    |                |               |
| Project C Description                | -                    |                                    |                               |                    |                |               |
| Project D Description                | -                    |                                    |                               |                    |                |               |
| Total                                | -                    | -                                  | -                             | -                  | -              | -             |
| <i>N/A</i>                           |                      |                                    |                               |                    |                |               |
| Project A Description                | -                    |                                    |                               |                    |                |               |
| Project B Description                | -                    |                                    |                               |                    |                |               |
| Project C Description                | -                    |                                    |                               |                    |                |               |
| Project D Description                | -                    |                                    |                               |                    |                |               |
| Total                                | -                    | -                                  | -                             | -                  | -              | -             |
| <i>N/A</i>                           |                      |                                    |                               |                    |                |               |
| Project A Description                | -                    |                                    |                               |                    |                |               |
| Project B Description                | -                    |                                    |                               |                    |                |               |
| Project C Description                | -                    |                                    |                               |                    |                |               |
| Project D Description                | -                    |                                    |                               |                    |                |               |
| Total                                | -                    | -                                  | -                             | -                  | -              | -             |
| <b>TOTAL PROPOSED CAPITAL BUDGET</b> | <b>\$ 21,000</b>     | <b>\$ 21,000</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

|                            |                              | Westwood Parking Authority      |             |                   |             |             |
|----------------------------|------------------------------|---------------------------------|-------------|-------------------|-------------|-------------|
| For the Period             |                              | January 1, 2015                 | to          | December 31, 2015 |             |             |
|                            |                              | <i>Fiscal Year Beginning in</i> |             |                   |             |             |
| Estimated Total Cost       | Current Year Proposed Budget | 2016                            | 2017        | 2018              | 2019        | 2020        |
| <i>Parking</i>             |                              |                                 |             |                   |             |             |
| Canopies for Master Meters | \$ 12,000                    | \$ 12,000                       |             |                   |             |             |
| Van Placement (Maint.)     | 6,000                        | 6,000                           |             |                   |             |             |
| Computer Upgrade           | 3,000                        | 3,000                           |             |                   |             |             |
| Project D Description      | -                            | -                               |             |                   |             |             |
| Total                      | 21,000                       | 21,000                          |             |                   |             |             |
| <i>N/A</i>                 |                              |                                 |             |                   |             |             |
| Project A Description      | -                            | -                               |             |                   |             |             |
| Project B Description      | -                            | -                               |             |                   |             |             |
| Project C Description      | -                            | -                               |             |                   |             |             |
| Project D Description      | -                            | -                               |             |                   |             |             |
| Total                      | -                            | -                               |             |                   |             |             |
| <i>N/A</i>                 |                              |                                 |             |                   |             |             |
| Project A Description      | -                            | -                               |             |                   |             |             |
| Project B Description      | -                            | -                               |             |                   |             |             |
| Project C Description      | -                            | -                               |             |                   |             |             |
| Project D Description      | -                            | -                               |             |                   |             |             |
| Total                      | -                            | -                               |             |                   |             |             |
| <i>N/A</i>                 |                              |                                 |             |                   |             |             |
| Project A Description      | -                            | -                               |             |                   |             |             |
| Project B Description      | -                            | -                               |             |                   |             |             |
| Project C Description      | -                            | -                               |             |                   |             |             |
| Project D Description      | -                            | -                               |             |                   |             |             |
| Total                      | -                            | -                               |             |                   |             |             |
| <i>N/A</i>                 |                              |                                 |             |                   |             |             |
| Project A Description      | -                            | -                               |             |                   |             |             |
| Project B Description      | -                            | -                               |             |                   |             |             |
| Project C Description      | -                            | -                               |             |                   |             |             |
| Project D Description      | -                            | -                               |             |                   |             |             |
| Total                      | -                            | -                               |             |                   |             |             |
| <b>TOTAL</b>               | <b>\$ 21,000</b>             | <b>\$ 21,000</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

### Westwood Parking Authority

For the Period January 1, 2015 to December 31, 2015

|                            | Estimated Total<br>Cost | Funding Sources                       |                                     |                       |                |               |
|----------------------------|-------------------------|---------------------------------------|-------------------------------------|-----------------------|----------------|---------------|
|                            |                         | Unrestricted Net<br>Position Utilized | Renewal &<br>Replacement<br>Reserve | Debt<br>Authorization | Capital Grants | Other Sources |
| <i>Parking</i>             |                         |                                       |                                     |                       |                |               |
| Canopies for Master Meters | \$ 12,000               | \$ 12,000                             |                                     |                       |                |               |
| Van Placement (Maint.)     | 6,000                   | 6,000                                 |                                     |                       |                |               |
| Computer Upgrade           | 3,000                   | 3,000                                 |                                     |                       |                |               |
| Project D Description      | -                       | -                                     |                                     |                       |                |               |
| Total                      | 21,000                  | 21,000                                | -                                   | -                     | -              | -             |
| <i>N/A</i>                 |                         |                                       |                                     |                       |                |               |
| Project A Description      | -                       | -                                     |                                     |                       |                |               |
| Project B Description      | -                       | -                                     |                                     |                       |                |               |
| Project C Description      | -                       | -                                     |                                     |                       |                |               |
| Project D Description      | -                       | -                                     |                                     |                       |                |               |
| Total                      | -                       | -                                     | -                                   | -                     | -              | -             |
| <i>N/A</i>                 |                         |                                       |                                     |                       |                |               |
| Project A Description      | -                       | -                                     |                                     |                       |                |               |
| Project B Description      | -                       | -                                     |                                     |                       |                |               |
| Project C Description      | -                       | -                                     |                                     |                       |                |               |
| Project D Description      | -                       | -                                     |                                     |                       |                |               |
| Total                      | -                       | -                                     | -                                   | -                     | -              | -             |
| <i>N/A</i>                 |                         |                                       |                                     |                       |                |               |
| Project A Description      | -                       | -                                     |                                     |                       |                |               |
| Project B Description      | -                       | -                                     |                                     |                       |                |               |
| Project C Description      | -                       | -                                     |                                     |                       |                |               |
| Project D Description      | -                       | -                                     |                                     |                       |                |               |
| Total                      | -                       | -                                     | -                                   | -                     | -              | -             |
| <i>N/A</i>                 |                         |                                       |                                     |                       |                |               |
| Project A Description      | -                       | -                                     |                                     |                       |                |               |
| Project B Description      | -                       | -                                     |                                     |                       |                |               |
| Project C Description      | -                       | -                                     |                                     |                       |                |               |
| Project D Description      | -                       | -                                     |                                     |                       |                |               |
| Total                      | -                       | -                                     | -                                   | -                     | -              | -             |
| <i>N/A</i>                 |                         |                                       |                                     |                       |                |               |
| Project A Description      | -                       | -                                     |                                     |                       |                |               |
| Project B Description      | -                       | -                                     |                                     |                       |                |               |
| Project C Description      | -                       | -                                     |                                     |                       |                |               |
| Project D Description      | -                       | -                                     |                                     |                       |                |               |
| Total                      | -                       | -                                     | -                                   | -                     | -              | -             |
| <b>TOTAL</b>               | \$ 21,000               | \$ 21,000                             | \$ -                                | \$ -                  | \$ -           | \$ -          |
| Total 5 Year Plan per CB-4 | \$ 21,000               |                                       |                                     |                       |                |               |
| Balance check              |                         |                                       |                                     |                       |                |               |

- If amount is other than zero, verify that projects listed above match projects listed on CB-4.

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