

**State Filing Year** 2017

Note: This Budget document is for Fiscal Years Beginning Jan. 1, 2017 to Dec. 31, 2017

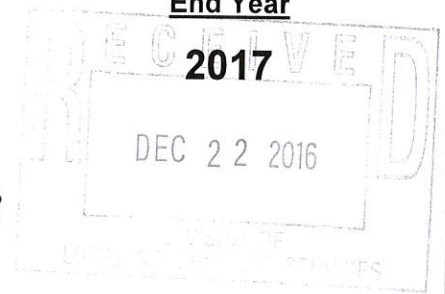
Start Year

End Year

Fiscal Year

2017

2017



*Authority Budget of:*

*Manasquan River Regional Sewerage Authority*

*For the Period:*

*January 1, 2017*

*to*

*December 31, 2017*

[www.mrrsa.org](http://www.mrrsa.org)

Authority Web Address

**ADOPTED COPY**

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DEC 30 2016

MANASQUAN RIVER REGIONAL  
SEWERAGE AUTHORITY

**Department Of**



**Community  
Affairs**

*Division of Local Government Services*

**2017 AUTHORITY BUDGET**

**Certification Section**

2017

**Manasquan River Regional Sewerage Authority**

**AUTHORITY BUDGET**

**FISCAL YEAR: FROM JANUARY 1, 2017 TO DECEMBER 31, 2017**

**For Division Use Only**

**CERTIFICATION OF APPROVED BUDGET**

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

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

By: Paul D. Cwert CPA, RMA Date: 12/2/2016

**CERTIFICATION OF ADOPTED BUDGET**

*It is hereby certified that the adopted Budget made a part hereof has been compared with the approved Budget previously certified by the Division, and any amendments made thereto. This adopted Budget is certified with respect to such amendments and comparisons only.*

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

By: Paul D. Cwert CPA, RMA Date: 12/23/2016

# 2017 PREPARER'S CERTIFICATION


## Manasquan River Regional Sewerage Authority

### AUTHORITY BUDGET

**FISCAL YEAR: FROM:** January 1, 2017 **TO:** December 31, 2017

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:	William E. Antonides, Jr., CPA		
Title:	Authority Consulting Accountant		
Address:	2807 Hurley Pond Road P.O. Box 1137, Wall, New Jersey 07719		
Phone Number:	(732) 681-0980	Fax Number:	(732) 681-4033
E-mail address	b.antonides.jr@gmail.com		

# 2017 APPROVAL CERTIFICATION


## Manasquan River Regional Sewerage Authority

### AUTHORITY BUDGET

**FISCAL YEAR:**   **FROM:**   January 1, 2017   **TO:**   December 31, 2017

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Manasquan River Regional Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 19<sup>th</sup> day of October, 2016.

It is further certified that the recorded vote appearing in the resolution represents not less than a majority of the full membership of the governing body thereof.

Officer's Signature:			
Name:	Olga R. McKenna		
Title:	Secretary		
Address:	P.O. Box 646, 89 Havens Bridge Road Farmingdale, New Jersey 07727		
Phone Number:	(732) 431-8185	Fax Number:	(732) 308-3833
E-mail address	director@mrrsa.org		

# INTERNET WEBSITE CERTIFICATION

<b>Authority's Web Address:</b>	<a href="http://www.mrrsa.org">www.mrrsa.org</a> (formerly <a href="http://www.manasquanriverregionalsa.com">www.manasquanriverregionalsa.com</a> )
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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:

Brian J. Brach, P.E.

Title of Officer Certifying Compliance:

Executive Director

Signature:

  
\_\_\_\_\_

## 2017 AUTHORITY BUDGET RESOLUTION

### Manasquan River Regional Sewerage Authority

**FISCAL YEAR: FROM:** January 1, 2017 **TO:** December 31, 2017

WHEREAS, the Annual Budget and Capital Budget for the Manasquan River Regional Sewerage Authority for the fiscal year beginning, January 1, 2017 and ending, December 31, 2017 has been presented before the governing body of the Manasquan River Regional Sewerage Authority at its open public meeting of October 19, 2016; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$13,144,300.00, Total Appropriations, including any Accumulated Deficit if any, of \$13,110,460.00 and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$5,117,500.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$713,000.00; 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 Manasquan River Regional Sewerage Authority, at an open public meeting held on October 19, 2016 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Manasquan River Regional Sewerage Authority for the fiscal year beginning, January 1, 2017 and ending, December 31, 2016 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 Manasquan River Regional Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 14, 2016.

  
 \_\_\_\_\_  
 Olga R. McKenna, Secretary

October 19, 2016  
 \_\_\_\_\_  
 (Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Mr. Daly				X
Mrs. DeSarno	X			
Mrs. Garcia	X			
Mr. Gartz	X			
Mr. Johnson	X			
Mrs. McKenna	X			
Mr. Romano	X			
Mr. Tantillo	X			
Mr. Wilson				X
Chairman Gatto	X			


# 2017 ADOPTION CERTIFICATION

## Manasquan River Regional Sewerage Authority

### AUTHORITY BUDGET

**FISCAL YEAR:** FROM: January 1, 2017 TO: December 31, 2017

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 Manasquan River Regional Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 14<sup>th</sup> day of, December, 2016.

Officer's Signature:			
Name:	Olga R. McKenna		
Title:	Secretary		
Address:	P.O. Box 646, 89 Havens Bridge Road Farmingdale, New Jersey 07727		
Phone Number:	(732) 431-8185	Fax Number:	(732) 308-3833
E-mail address	director@mrrsa.org		



# 2017 ADOPTED BUDGET RESOLUTION

## Manasquan River Regional Sewerage Authority

### AUTHORITY

**FISCAL YEAR:** FROM: January 1, 2017 TO: December 31, 2017

WHEREAS, the Annual Budget and Capital Budget/Program for the Manasquan River Regional Sewerage Authority for the fiscal year beginning January 1, 2017 and ending, December 31, 2017 has been presented for adoption before the governing body of the Manasquan River Regional Sewerage Authority at its open public meeting of December 14, 2016; and

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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$13,144,300.00, Total Appropriations, including any Accumulated Deficit, if any, of \$13,110,460.00 and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$5,117,500.00 and Total Unrestricted Net Position planned to be utilized of \$713,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Manasquan River Regional Sewerage Authority, at an open public meeting held on December 14, 2016 that the Annual Budget and Capital Budget/Program of the Manasquan River Regional Sewerage Authority for the fiscal year beginning, January 1, 2017 and, ending, December 31, 2017 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.

  
Olga R. McKenna, Secretary

December 14, 2016  
(Date)

Moved by Mr. Tantillo, seconded by Mr. Gartz.

Governing Body Member:	Recorded Vote			
	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Daly	x			
Mrs. DeSarno	x			
Mrs. Garcia	x			
Mr. Gartz	x			
Mr. Johnson	x			
Mrs. McKenna	x			
Mr. Romano	x			
Mr. Tantillo	x			
Mr. Wilson	x			
Chairman Gatto	x			

**2017 AUTHORITY BUDGET**

**Narrative and Information Section**

# 2017 AUTHORITY BUDGET MESSAGE & ANALYSIS

## Manasquan River Regional Sewerage Authority

### AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2017 TO: December 31, 2017

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

1. Complete a brief statement on the 2017 proposed Annual Budget and make comparison to the 2016 adopted budget for each operation. Explain any variances over +/-10% (**As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 10%**) for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide a copy of the resolution authorizing the rate increase.

Overall, the 2017 Budget represents a 2.89% decrease in revenues and a 2.86% decrease in appropriations from the 2016 Budget. Utilization of Unrestricted Retained Earnings for balancing purposes is not proposed. The decreases in revenue and appropriations are primarily due to lower projected wastewater flows, as provided by the Authority's Engineer.

The Authority is developing a comprehensive 15-year Capital Improvement Program (CIP), which has provided a new perspective on preparation of the 2017 Budget. Several line items have experienced significant variances as a result of the Authority's commitment to addressing long term capital planning needs within the Operating budget. Notable variances include:

**Administration Salary & Wages (+20.6%)**: A budget for succession was added in the event that administrative personnel were to retire/terminate employment and simultaneous employment with their replacement was necessary for training purposes, which was the primary driver to the increase.

**Administration Fringe Benefits (+20.4%)**: A budget for succession was added (see above rationale) and distribution of fringe benefits was recalculated to more accurately reflect actual administration related costs.

**Administration Telephone/Internet (+22.5%)**: Reflects implementation of several asset management/information technology related initiatives.

**Office Equipment Maintenance (+100%)**: Reflects implementation of several asset management/information technology related initiatives.

**Miscellaneous Administration (+35.7%)**: Reflects implementation of several asset management/information technology related initiatives.

**Operations Fringe Benefits (-41.6%)**: Distribution of fringe benefits was recalculated to more accurately reflect actual operations related costs.

**Capital Outlay (+128.7%):** The Authority is proposing additional capital outlay to account for annualized capital lease payments to replace an aging vehicle fleet (+\$90,000), to purchase smart tablets for the Operations Crews for incorporation of technology into day-to-day operations (+\$3,000) and for the replacement of safety equipment (AED and 4Gas detectors) that is aging and has met the end of their useful lives (+\$10,000). These proposed capital purchases are in addition to the capital outlay that was proposed in the 2016 Budget and have been identified as part of the development of the 15-year CIP.

The proposed 2017 Budget provides the Authority the ability to continue to provide cost effective service to our Member Municipalities, while placing an emphasis on capital planning objectives.

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

A decrease in projected wastewater flows during 2017 has resulted in an anticipated \$392,377 decrease (-2.89%) in overall revenue. Although there will be a corresponding reduction in appropriations related to OCUA service charges, operational costs need to be recovered with less projected wastewater flow. As wastewater flows are the primary source of revenue for the Authority, the 2017 Budget has proposed a 3.60% increase in the 2017 Bulk Rate to compensate for the reduced revenue. The Bulk Rate increase is also necessary to support the long term capital objectives of the Authority, as well.

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 is showing signs of improvement and several large scale projects, which could be a potential source of revenue through connection fees, are being tracked within Freehold Township and Howell Township. Under the proposed 2017 Budget, anticipated connection fees are earmarked to fund a significant portion of the Authority's Renewal and Replacement line item.

However, a large portion of the Authority's service territory within Freehold Borough, Farmingdale Borough and Wall Township are fully developed and connection fee related revenue from these areas is not considered a consistent source of future income. As Freehold Township and Howell Township continue to grow and reach build-out over the next decade, the Authority is anticipating a gradual decline in the collection of annual connection fees. The 2017 Budget takes this into consideration and reflects long term budgetary planning by the Authority to stabilize user rates and fund the Capital Improvement Program, while continually anticipating less revenue from connection fees.

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.

N/A

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.).

N/A

6. The proposed budget must not reflect an anticipated deficit from 2017 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. **(Prepare a response to deficits caused by the implementation of GASB 68)**

**Please refer to Attachment No. 1. A statement from Note No. 14 from the Authority's 2015 CAFR has been provided for reference.**

**The Authority will continue to pay its annual required contribution to the Division of Pensions. The Authority will also monitor the investments held by the State Division of Pensions in hopes that the unfunded liability will decrease or be eliminated. If or when the Authority is informed that it must pay its unfunded pension liability in full, it will then address how the liability will be funded and the impact it will have on the rates that its member municipalities must pay. It would best serve the Authority and its member municipalities if the liability was paid down over a period of five to ten years.**

7. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) if it has been changed since the prior year budget submission and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, if applicable.

**Please refer to Attachment No. 2. A copy of the 2016/2017 Manasquan River Regional Sewerage Authority Fee Schedule is attached. A rate hearing for the proposed 2017 Bulk Rate increase from \$5,366/MG to \$5,559/MG is scheduled for the Authority's November 9, 2016 Public Meeting.**

**NOTE 13. RISK MANAGEMENT**

The Authority is exposed to various risks of loss related to torts, theft of, damage to and destruction of assets; errors and omissions, injuries to employees; and natural disasters. The Authority is a member of the New Jersey Utilities Joint Insurance Fund. The joint insurance pool is both an insured and self-administered group of authorities established for the purpose of insuring against property damage, general liability, motor vehicles and equipment liability and workmen's compensation. The Joint Insurance Fund will be self-sustaining through member premiums.

**NOTE 14. RESTATEMENT OF NET POSITION**

As indicated in Note 1 to the Financial Statements, the Authority adopted GASB Statement 68, *Accounting and Financial Reporting for Pensions - an amendment of GASB Statement No. 27*, and GASB Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Dated - an amendment of GASB Statement No. 68*, for the fiscal year ended December 31, 2015. As a result of implementing these two Statements, a restatement of unrestricted net position on the statement of activities was required to record the Authority's proportionate share of its net pension liability. The cumulative effect on the financial statements as reported for December 31, 2014 is as follows:

	<u>Net Position as Previously Reported Dec. 31, 2014</u>		<u>Net Pension Liability</u>		<u>Deferred Outflows</u>		<u>Deferred Inflows</u>		<u>Net Position as Restated Jan. 1, 2015</u>
Net Position:									
Investment in Capital Assets,	\$ 10,578,476	\$		\$		\$		\$	10,578,476
Net of Related Debt									
Unrestricted	<u>1,069,606</u>		<u>(2,693,064)</u>		<u>126,250</u>		<u>(160,492)</u>		<u>(1,657,700)</u>
Total Net Position	<u>\$ 11,648,082</u>	\$	<u>(2,693,064)</u>	\$	<u>126,250</u>	\$	<u>(160,492)</u>	\$	<u>8,920,776</u>

**NOTE 15. CONTINGENT LIABILITIES**

**Pending Litigation**

There are actions which have been instituted against the Authority which are either in the discovery stage or whose final outcome cannot be determined at the present time. In the opinion of the administration, the amount of ultimate liability with respect to these actions will not materially affect the financial position of the Authority.

It is the opinion of the Authority officials that there is no litigation threatened or pending that would materially affect the financial position of the Authority or adversely affect the Authority's ability to levy, collect and enforce the collection of revenue for the payment of its obligations.

The Authority officials believe that negligence and other types of liability suits, of which the Authority is aware, appear to be within the stated policy limits and would be deferred by the respective carriers.

**MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY**  
**RULES AND REGULATIONS**

**2016/2017 FEE SCHEDULE\***

**SCHEDULE "A": PARTICIPANT USER CHARGE:**

The flow charge fee rate for Participants is \$ 5,366.00 per MG effective January 1, 2016 to December 31, 2016; to be reviewed and revised annually.

**SCHEDULE "B": SURCHARGES:**

Currently, the MRRSA is not imposing a surcharge fee, other than a direct pass on of surcharges imposed by the OCUA pursuant to Section 7.02 of these Rules and Regulations.

**PLEASE NOTE: Separate checks are required for Schedule "C" and Schedule "D"**

**SCHEDULE "C": NON-REFUNDABLE FEES:**

- Application Filing (commercial, multi-unit residential of two (2) or more dwelling units and industrial uses) .....\$625.00 per filing
- Application Filing (single family - residence –new non-development residence and conversion of existing residence from septic connecting to existing Participant sewer line) ..... \$50.00 per filing
- Application Extension Filing .....\$250.00 per filing
- Re-Application Filing .....\$625.00 per filing
- Connection Fee ..... \$ 2,033.00 per EDU  
(Minimum connection fee for a new residential or non-residential unit is 1 EDU)
- USEPA Waiver Application .....\$200.00 per filing
- Review and endorsement for regulatory approval of projects, which are non-sewer extension related and not covered by the above application fees ..... \$200.00 per review
- Returned check fee.....\$40.00 per check

**SCHEDULE "D": ESCROW DEPOSITS:**

- Residential Developments with two 2 or less equivalent dwelling units..... \$1,500.00
- Residential, Commercial and/or Industrial Developments up to 91 equivalent dwelling units (other than above)..... \$3,000.00
- Residential, Commercial and/or Industrial Developments in excess of 91 equivalent dwelling units..... \$3,000.00 + \$33.00 per additional EDU

ADDITIONAL ESCROWS, AS APPLICABLE

- Developments which require a USEPA Mapping Waiver.....\$1,500.00
  
- Direct physical connection engineering inspection fees ..... \$2,000 per connection
  
- Miscellaneous and informal reviews..... Appropriate amount determined by the MRRSA Executive Director based upon the estimated amount of time and work required

*\*\*Note to Schedule "D": Applicants will be notified of any deficiency in the amount of the escrow deposit if the actual engineering, attorney and administrative fees that the Authority incurred exceeds the amount of the initial escrow deposit. The Authority shall notify the Applicant of the additional amount required to fund the escrow deposit in an amount that the Authority projects the additional costs and fees incurred by the Authority will be. The Applicant must deposit the additional escrow with the Authority within fourteen days after receiving notice from the Authority. Further processing of the application will not occur until the additional escrow fees have been deposited with the Authority.*

*The definition of an equivalent dwelling unit (EDU) is herewith defined to be the same as "the equivalent unit" set forth in Section 3.13, 3.13.A and 3.13.B of the Rules and Regulations.*

*\*PLEASE NOTE: All fees are subject to review and change. Please contact the Authority at (732) 431-8185 prior to remittance.*

**EFFECTIVE: July 21, 2016**

3.13 "Equivalent Dwelling Unit" shall mean the equivalent wastewater flow from one three bedroom single family dwelling unit and shall be applied to residential, industrial, commercial and other users at an average rate of 300 gallons per day.

EXHIBIT A



3.13.A. “Equivalent Dwelling Unit - Non-Residential Calculation” The Authority’s Engineer shall determine the equivalent wastewater flow from the proposed non-residential use by reference to the NJDEP flow standards published within N.J.A.C. 7:14A-23.3 where available; or based upon comparable use flows as determined by the Authority’s Engineer using the best available information. The amount of flow determined in gallons per day shall be divided by 300 to determine the number of Equivalent Dwelling Units of sewage to be used to calculate connection fees.

3.13.B. “Equivalent Dwelling Unit – Residential Calculation” shall be based upon the number of bedrooms proposed for each residential dwelling. In computing the equivalent wastewater flow from a proposed residential use to be used to calculate connection fees, the following adjustments shall be made where 1 EDU as defined above equates to 300 gallons per day:

1. Residential dwellings with one bedroom shall be equivalent to 0.50 EDU
2. Residential dwellings with two bedrooms shall be equivalent to 0.75 EDU
3. Residential dwellings with three or four bedrooms shall be equivalent to 1.0 EDU
4. Residential dwellings with more than four bedrooms shall be equivalent to 1.25 EDU

Where a residential dwelling contains more than three bathrooms, and/or more than one kitchen area, and/or more than one laundry area, or provides for some other use on the residential property which will cause additional sewerage flow; the Authority’s Engineer shall determine the reasonable amount of additional equivalent sewer usage to be added to the EDU’s determined above.

## AUTHORITY CONTACT INFORMATION 2017

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

<b>Name of Authority:</b>	Manasquan River Regional Sewerage Authority		
<b>Federal ID Number:</b>	22-1970216		
<b>Address:</b>	P.O. Box 646 89 Havens Bridge Road		
<b>City, State, Zip:</b>	Farmingdale	NJ	07727
<b>Phone: (ext.)</b>	(732) 431-8185	<b>Fax:</b>	(732) 308-3833

<b>Preparer's Name:</b>	William E. Antonides, Jr.		
<b>Preparer's Address:</b>	2807 Hurley Pond Road P.O. Box 1137		
<b>City, State, Zip:</b>	Wall	NJ	07719
<b>Phone: (ext.)</b>	(732) 681-0980	<b>Fax:</b>	(732) 681-4033
<b>E-mail:</b>	b.antonides.jr@gmail.com		

<b>Chief Executive Officer:</b>	Brian J. Brach, P.E.		
<b>Phone: (ext.)</b>	(732) 431-8185	<b>Fax:</b>	(732) 308-3833
<b>E-mail:</b>	brian.brach@mrrsa.org		

<b>Chief Financial Officer:</b>	Donald F. Hill, CPA		
<b>Phone: (ext.)</b>	(732) 431-8185	<b>Fax:</b>	(732) 308-3833
<b>E-mail:</b>	don.hill@mrrsa.org		

<b>Name of Auditor:</b>	Frank B. Holman, III		
<b>Name of Firm:</b>	Holman Frenia Allison, P.C.		
<b>Address:</b>	680 Hooper Avenue Building B, Suite 201		
<b>City, State, Zip:</b>	Toms River	NJ	08753
<b>Phone: (ext.)</b>	(732) 797-1333	<b>Fax:</b>	
<b>E-mail:</b>	fholman@hfacpas.com		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Manasquan River Regional Sewerage Authority

FISCAL YEAR: FROM: January 1, 2017 TO: December 31, 2017

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

- 1) Provide the number of individuals employed in calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 24
- 2) Provide the amount of total salaries and wages for calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: \$978,400.15
- 3) Provide the number of regular voting members of the governing body: 10
- 4) Provide the number of alternate voting members of the governing body: 0
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? **NO** *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required? **(Checked to see if individuals actually filed at [http://fds.state.nj.us/njdca\\_prod/fdssearch.aspx](http://fds.state.nj.us/njdca_prod/fdssearch.aspx) before answering) YES** *If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.*

**Please note that Michael Romano is indicated as not filing his FDS. However, it has been confirmed that the FDS was filed. The discrepancy has to do with his mid-year replacement of his predecessor.**

- 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.

**Commissioner's compensation attributed to the Manasquan River Regional Sewerage Authority (MRRSA), as reported on Page N-4, is governed by concurrent Municipal ordinances, which set parameters for Commissioner's salaries. The parallel ordinances of the five (5) Member Municipalities provide for an annual increase that is tied to the Implicit Price Deflator Index ("Municipal Index Cap"). Increases in Commissioner's salaries are discussed by both the Personnel Committee and the Board as a whole, prior to approval. A resolution is adopted provided whichever action the Board taken with regards to these salaries.**

**The Authority's process for determining compensation for those report on N-4 other than the Commissioners involves a detailed review and recommendation by the Personnel Committee. The Personnel Committee convenes and discusses potential salary increases as they relate to the Authority as a whole. Compensation data for comparable positions in similarly sized Authorities, performance evaluations, participation in salary surveys through Professional Associations and employment contracts (if any), are all tools used by the Personnel Committee in developing their recommendation. All Authority's employees are employed "at will" governed by the Authority's Employee Manual and only the Executive Director position has a formal written contract. A resolution detailing salaries for the following year is acted on by the Board at the Authority's December Public Meeting.**

- 11) Did the Authority pay for meals or catering during the current fiscal year? **YES** *If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*

**The Authority paid for miscellaneous snacks/meals during Authority related "lunch and learns" and similar type Authority sponsored events. The amount spent on these meals is considered de minimis.**

- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? **YES** *If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.*

**The Authority paid \$153.09 for a 1-night stay at Bally's Hotel for Brian Brach, Executive Director, to attend the NJWEA's Annual Conference in Atlantic City on May 18, 2016.**

- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
- a. First class or charter travel **NO**
  - b. Travel for companions **NO**
  - c. Tax indemnification and gross-up payments **NO**
  - d. Discretionary spending account **NO**
  - e. Housing allowance or residence for personal use **NO**
  - f. Payments for business use of personal residence **NO**
  - g. Vehicle/auto allowance or vehicle for personal use **NO**
  - h. Health or social club dues or initiation fees **NO**
  - i. Personal services (i.e.: maid, chauffeur, chef) **NO**

*If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*

- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? **YES** *If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? **YES** *If "yes," attach explanation including amount paid.*

**Authority Employee, Jerry Thomas, retired on January 1, 2016 after 28-years of service. As per Authority policy, compensation for unused vacation leave, sick leave and a pro-rated longevity bonus in the amount of \$7,056.25 was approved for payment by the Board under Resolution No. 2016-01.**

- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? **NO** *If "yes," attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? **YES** *If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.*
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? **NO** *If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? **NO** *If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*

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

**Manasquan River Regional Sewerage Authority**

**FISCAL YEAR: FROM: January 1, 2017 TO: December 31, 2017**

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

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

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

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

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

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

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

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

**Reportable compensation:** 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, 2017, the calendar year 2015 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2016, with 2014 being the most recent calendar year ended), and for fiscal years ending June 30, 2018, the calendar year 2016 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2017, with 2016 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)**

Manasquan River Regional Sewerage Authority  
 For the Period January 1, 2017 to December 31, 2017

Name	Title	Average Hours per Week Dedicated to Position	Position				Reportable Compensation from Authority (W-2/ 1099)			Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
			Commissioner	Officer	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)								
1 James A. Daly	Commissioner	Under 32	x				\$ 4,064	\$ -	\$ -	\$ 4,064	Farmingdale Borough	Mayor	15+	\$ 2,300	\$ -	\$ 6,364	
2 Michael J. Romano	Commissioner	Under 32	x				4,064	0	0	4,064	Farmingdale Borough	Councilman	15+	2,150	82,594	88,808	
3 Michael G. Wilson	Commissioner	Under 32	x	x			4,064	0	0	26,944	None	-	-	0	0	31,008	
4 Richard J. Gartz	Commissioner	Under 32	x				4,064	0	0	43,283	Freehold/Asbury	CFO	40+	198,639	0	245,986	
5 Mary C. DeSarno	Commissioner	Under 32	x				4,064	0	0	38,488	Monmouth Cty.	Super, BOE	40+	94,300	0	136,852	
6 Olga R. McKenna	Commissioner	Under 32	x	x			4,064	0	0	38,488	None	-	-	0	0	42,552	
7 A. Richard Gatto	Commissioner	Under 32	x	x			4,064	0	0	17,570	MClA/FT Planning Bd.	Board Member	10+	0	0	21,634	
8 Julisa Garcia	Commissioner	Under 32	x				4,064	0	0	4,064	None	-	-	0	0	4,064	
9 Jesse J. Tantillo	Commissioner	Under 32	x	x			4,064	0	0	43,283	None	-	-	0	0	47,347	
10 Stephen R. Johnson	Commissioner	Under 32	x				4,064	0	0	4,064	None	-	-	0	0	4,064	
11 Brian J. Brach	Executive Director	40+		x			132,500	0	0	14,125	None	-	-	0	0	146,625	
12 Donald F. Hill	Finance Officer	32.5+		x			50,067	0	0	6,695	None	-	-	0	0	56,762	
13 James H. Roe, IV	Superintendent	40+			x		93,983	0	0	43,933	None	-	-	0	0	137,916	
14 Jerry L. Thomas	Assistant Foreman	40+			x		77,917	0	0	43,628	None	-	-	0	0	121,545	
15										0						0	
<b>Total:</b>							<b>\$ 395,107</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 316,437</b>	<b>\$ 711,544</b>			<b>\$ 297,389</b>	<b>\$ 82,594</b>	<b>\$ 1,091,527</b>	

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

## Schedule of Health Benefits - Detailed Cost Analysis

### Manasquan River Regional Sewerage Authority

For the Period January 1, 2017 to December 31, 2017

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost		# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior year Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
		Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget					
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	4	\$ 14,748	\$ 58,992	4	\$ 14,964	\$ 59,856	\$ (864)	-1.4%
Parent & Child	1	20,460	20,460	1	22,320	22,320	(1,860)	-8.3%
Employee & Spouse (or Partner)	2	32,532	65,064	2	39,204	78,408	(13,344)	-17.0%
Family	2	36,348	72,696	2	47,736	95,472	(22,776)	-23.9%
Employee Cost Sharing Contribution (enter as negative - )			(47,877)			(55,787)	7,910	-14.2%
<b>Subtotal</b>	<b>9</b>		<b>169,335</b>	<b>9</b>		<b>200,269</b>	<b>(30,934)</b>	<b>-15.4%</b>
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage	1	\$ 14,748	14,748	1	19,404	19,404	(4,656)	-24.0%
Parent & Child	0	22,699	-	0	22,320	-	-	#DIV/0!
Employee & Spouse (or Partner)	3	32,532	97,596	3	42,816	128,448	(30,852)	-24.0%
Family	2	36,348	72,696	2	47,736	95,472	(22,776)	-23.9%
Employee Cost Sharing Contribution (enter as negative - )			(5,536)			(7,285)	1,749	-24.0%
<b>Subtotal</b>	<b>6</b>		<b>179,504</b>	<b>6</b>		<b>236,039</b>	<b>(56,535)</b>	<b>-24.0%</b>
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage	0	\$ 14,213	-	0		-	-	#DIV/0!
Parent & Child	0	22,699	-	0		-	-	#DIV/0!
Employee & Spouse (or Partner)	0	25,569	-	0		-	-	#DIV/0!
Family	1	36,348	36,348	1	45,444	45,444	(9,096)	-20.0%
Employee Cost Sharing Contribution (enter as negative - )			-			-	-	#DIV/0!
<b>Subtotal</b>	<b>1</b>		<b>36,348</b>	<b>1</b>		<b>45,444</b>	<b>(9,096)</b>	<b>-20.0%</b>
<b>GRAND TOTAL</b>	<b>16</b>		<b>\$ 385,187</b>	<b>16</b>		<b>\$ 481,752</b>	<b>\$ (96,565)</b>	<b>-20.0%</b>

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

Yes or No

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

Yes or No

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



## Schedule of Accumulated Liability for Compensated Absences

Manasquan River Regional Sewerage Authority  
 For the Period January 1, 2017 to December 31, 2017

Complete the below table for the Authority's accrued liability for compensated absences.

X Box if Authority has no Compensated Absences

*Legal Basis for Benefit  
(check applicable items)*

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year* <sup>1</sup>	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
Ronald M. Barca, Jr.	2.00	\$ 87		x	
Brian J. Brach	7.08	1,803		x	
James H. Burns	1.00	131		x	
Stanley J. Czarnik	1.00	103		x	
Donald F. Hill	9.31	1,075		x	
Kevin C. McHenry	5.00	673		x	
Patrick M. O'Donnell	5.50	632		x	
Michael Restaino	26.04	2,953		x	
James H. Roe	32.75	6,069		x	
Deborah A. Sajeski	4.50	360		x	
Jerry L. Thomas	1.00	155		x	
Sean Throckmorton	7.12	796		x	
Michael J. Trezza	25.44	3,702		x	
Ronald J. Wilson	8.88	839		x	
<b>Total liability for accumulated compensated absences at beginning of current year</b>		<b>\$ 19,378</b>			

**The total Amount Should agree to most recently issued audit report for the Authority**

\*<sup>1</sup> Indicates gross days of accumulated sick leave as of 12/31/15.

## Schedule of Shared Service Agreements

**Manasquan River Regional Sewerage Authority**

For the Period

January 1, 2017

to

December 31, 2017

*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/ Paid from Authority
Freehold Township	MRRSA	Vehicle Refueling	None	1/1/2016	12/31/2018	\$ 25,000
Freehold Township	MRRSA	Automotive Services	To be renewed	1/1/2016	12/31/2016	\$ 9,000
Freehold Township	MRRSA	IT Services	To be renewed	1/1/2016	12/31/2016	\$ 8,580

If No Shared Services X this Box

**2017 AUTHORITY BUDGET**

**Financial Schedules Section**

**SUMMARY**

Manasquan River Regional Sewerage Authority  
January 1, 2017 to December 31, 2017

For the Period

	FY 2017 Proposed Budget				FY 2016 Adopted Budget		All Operations	All Operations	% Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Regional Sewer	N/A	N/A	N/A	Total All Operations	Total All Operations				
<b>REVENUES</b>										
Total Operating Revenues	\$ 13,126,800	\$ -	\$ -	\$ -	\$ 13,126,800	\$ 13,474,177	\$ (347,377)		-2.6%	
Total Non-Operating Revenues	17,500	-	-	-	17,500	62,500	(45,000)		-72.0%	
Total Anticipated Revenues	13,144,300	-	-	-	13,144,300	13,536,677	(392,377)		-2.9%	
<b>APPROPRIATIONS</b>										
Total Administration	1,062,540	-	-	-	1,062,540	883,583	178,957		20.3%	
Total Cost of Providing Services	10,953,370	-	-	-	10,953,370	11,519,430	(566,060)		-4.9%	
Total Principal Payments on Debt Service in Lieu of Depreciation	295,000	-	-	-	295,000	285,000	10,000		3.5%	
Total Operating Appropriations	12,310,910	-	-	-	12,310,910	12,688,013	(377,103)		-3.0%	
Total Interest Payments on Debt	199,550	-	-	-	199,550	208,100	(8,550)		-4.1%	
Total Other Non-Operating Appropriations	600,000	-	-	-	600,000	600,000	-		0.0%	
Total Non-Operating Appropriations	799,550	-	-	-	799,550	808,100	(8,550)		-1.1%	
Accumulated Deficit	-	-	-	-	-	-	-		#DIV/0!	
Total Appropriations and Accumulated Deficit	13,110,460	-	-	-	13,110,460	13,496,113	(385,653)		-2.9%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-		#DIV/0!	
Net Total Appropriations	13,110,460	-	-	-	13,110,460	13,496,113	(385,653)		-2.9%	
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 33,840	\$ -	\$ -	\$ -	\$ 33,840	\$ 40,564	\$ (6,724)		-16.6%	

## Revenue Schedule

Manasquan River Regional Sewerage Authority  
For the Period January 1, 2017 to December 31, 2017

	<b>FY 2017 Proposed Budget</b>						<b>FY 2016 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	Regional Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	
<b>OPERATING REVENUES</b>										
<i>Service Charges</i>										
Residential							\$ -	\$ -	\$ -	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental	12,776,800						12,776,800	13,124,177	(347,377)	-2.6%
Other							-	-	-	#DIV/0!
<b>Total Service Charges</b>	<b>12,776,800</b>	-	-	-	-	-	<b>12,776,800</b>	<b>13,124,177</b>	<b>(347,377)</b>	<b>-2.6%</b>
<i>Connection Fees</i>										
Residential							-	-	-	#DIV/0!
Business/Commercial	350000						350,000	350,000	-	0.0%
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Connection Fees</b>	<b>350,000</b>	-	-	-	-	-	<b>350,000</b>	<b>350,000</b>	<b>-</b>	<b>0.0%</b>
<i>Parking Fees</i>										
Meters							-	-	-	#DIV/0!
Permits							-	-	-	#DIV/0!
Fines/Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Parking Fees</b>	<b>-</b>	-	-	-	-	-	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<i>Other Operating Revenues (List)</i>										
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
<b>Total Other Revenue</b>	<b>-</b>	-	-	-	-	-	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Operating Revenues</b>	<b>13,126,800</b>	-	-	-	-	-	<b>13,126,800</b>	<b>13,474,177</b>	<b>(347,377)</b>	<b>-2.6%</b>
<b>NON-OPERATING REVENUES</b>										
<i>Other Non-Operating Revenues (List)</i>										
Application Fees	7,500						7,500	7,500	-	0.0%
Miscellaneous Income	10,000						10,000	55,000	(45,000)	-81.8%
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
<b>Total Other Non-Operating Revenue</b>	<b>17,500</b>	-	-	-	-	-	<b>17,500</b>	<b>62,500</b>	<b>(45,000)</b>	<b>-72.0%</b>
<i>Interest on Investments &amp; Deposits (List)</i>										
Interest Earned							-	-	-	#DIV/0!
Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Interest</b>	<b>-</b>	-	-	-	-	-	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Non-Operating Revenues</b>	<b>17,500</b>	-	-	-	-	-	<b>17,500</b>	<b>62,500</b>	<b>(45,000)</b>	<b>-72.0%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 13,144,300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,144,300</b>	<b>\$ 13,536,677</b>	<b>\$ (392,377)</b>	<b>-2.9%</b>

## Prior Year Adopted Revenue Schedule

### Manasquan River Regional Sewerage Authority

	<i>FY 2016 Adopted Budget</i>						Total All Operations
	Regional Sewer	N/A	N/A	N/A	N/A	N/A	
<b>OPERATING REVENUES</b>							
<i>Service Charges</i>							
Residential							\$ -
Business/Commercial							-
Industrial							-
Intergovernmental	13,124,177						13,124,177
Other							-
Total Service Charges	13,124,177	-	-	-	-	-	13,124,177
<i>Connection Fees</i>							
Residential							-
Business/Commercial	350,000						350,000
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	350,000	-	-	-	-	-	350,000
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees	-	-	-	-	-	-	-
<i>Other Operating Revenues (List)</i>							
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Total Other Revenue	-	-	-	-	-	-	-
Total Operating Revenues	13,474,177	-	-	-	-	-	13,474,177
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
Application Fees	7,500						7,500
Miscellaneous Income	55,000						55,000
Type in							-
Type in							-
Type in							-
Type in							-
Total Non-Operating Revenues	62,500	-	-	-	-	-	62,500
<i>Interest on Investments &amp; Deposits</i>							
Interest Earned							-
Penalties							-
Other							-
Total Interest	-	-	-	-	-	-	-
Total Non-Operating Revenues	62,500	-	-	-	-	-	62,500
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 13,536,677</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,536,677</b>

## Appropriations Schedule

Manasquan River Regional Sewerage Authority

For the Period January 1, 2017 to December 31, 2017

	<b>FY 2017 Proposed Budget</b>						<b>FY 2016 Adopted Budget</b>			
	Regional Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
							\$ Increase (Decrease) Proposed vs. Adopted % Increase (Decrease) Proposed vs. Adopted			
<b>OPERATING APPROPRIATIONS</b>										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 394,500						\$ 394,500	\$ 327,000	\$ 67,500	20.6%
Fringe Benefits	372,290						372,290	309,233	63,057	20.4%
Total Administration - Personnel	766,790	-	-	-	-	-	766,790	636,233	130,557	20.5%
<i>Administration - Other (List)</i>										
Professional Services	122,000						122,000	111,000	11,000	9.9%
Insurance	73,500						73,500	70,000	3,500	5.0%
Telephone/Internet	24,500						24,500	20,000	4,500	22.5%
Office Equipment Maintenance	40,000						40,000	20,000	20,000	100.0%
Miscellaneous Administration*	35,750						35,750	26,350	9,400	35.7%
Total Administration - Other	295,750	-	-	-	-	-	295,750	247,350	48,400	19.6%
Total Administration	1,062,540	-	-	-	-	-	1,062,540	883,583	178,957	20.3%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	742,000						742,000	682,000	60,000	8.8%
Fringe Benefits	346,000						346,000	592,317	(246,317)	-41.6%
Total COPS - Personnel	1,088,000	-	-	-	-	-	1,088,000	1,274,317	(186,317)	-14.6%
<i>Cost of Providing Services - Other (List)</i>										
Treatment Costs	8,920,370						8,920,370	9,531,613	(611,243)	-6.4%
Electricity	225,000						225,000	225,000	-	0.0%
Emergency Repairs	100,000						100,000	100,000	-	0.0%
Capital Outlay Expenses	195,500						195,500	85,500	110,000	128.7%
Miscellaneous COPS*	424,500						424,500	303,000	121,500	40.1%
Total COPS - Other	9,865,370	-	-	-	-	-	9,865,370	10,245,113	(379,743)	-3.7%
Total Cost of Providing Services	10,953,370	-	-	-	-	-	10,953,370	11,519,430	(566,060)	-4.9%
Total Principal Payments on Debt Service in Lieu of Depreciation	295,000	-	-	-	-	-	295,000	285,000	10,000	3.5%
Total Operating Appropriations	12,310,910	-	-	-	-	-	12,310,910	12,688,013	(377,103)	-3.0%
<b>NON-OPERATING APPROPRIATIONS</b>										
Total Interest Payments on Debt	199,550	-	-	-	-	-	199,550	208,100	(8,550)	-4.1%
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve	600,000						600,000	600,000	-	0.0%
Municipality/County Appropriation							-	-	-	#DIV/0!
Other Reserves							-	-	-	#DIV/0!
Total Non-Operating Appropriations	799,550	-	-	-	-	-	799,550	808,100	(8,550)	-1.1%
<b>TOTAL APPROPRIATIONS</b>	<b>13,110,460</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,110,460</b>	<b>13,496,113</b>	<b>(385,653)</b>	<b>-2.9%</b>
<b>ACCUMULATED DEFICIT</b>							-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>13,110,460</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,110,460</b>	<b>13,496,113</b>	<b>(385,653)</b>	<b>-2.9%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>										
Municipality/County Appropriation							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized							-	-	-	#DIV/0!
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 13,110,460</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,110,460</b>	<b>\$ 13,496,113</b>	<b>\$ (385,653)</b>	<b>-2.9%</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    \$ 615,545.50    \$ -    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 615,545.50

## Prior Year Adopted Appropriations Schedule

### Manasquan River Regional Sewerage Authority

	<i>FY 2016 Adopted Budget</i>						Total All Operations
	Regional Sewer	N/A	N/A	N/A	N/A	N/A	
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 327,000						\$ 327,000
Fringe Benefits	309,233						309,233
Total Administration - Personnel	636,233	-	-	-	-	-	636,233
<i>Administration - Other (List)</i>							
Professional Services	111,000						111,000
Insurance	70,000						70,000
Telephone	20,000						20,000
Office Equipment Maintenance	20,000						20,000
Miscellaneous Administration*	26,350						26,350
Total Administration - Other	247,350	-	-	-	-	-	247,350
Total Administration	883,583	-	-	-	-	-	883,583
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	682,000						682,000
Fringe Benefits	592,317						592,317
Total COPS - Personnel	1,274,317	-	-	-	-	-	1,274,317
<i>Cost of Providing Services - Other (List)</i>							
Treatment Costs (to OCUA/BTMUA)	9,531,613						9,531,613
Electricity	225,000						225,000
Emergency Repairs	100,000						100,000
Capital Outlay Expenses	85,500						85,500
Miscellaneous COPS*	303,000						303,000
Total COPS - Other	10,245,113	-	-	-	-	-	10,245,113
Total Cost of Providing Services	11,519,430	-	-	-	-	-	11,519,430
Total Principal Payments on Debt Service in Lieu of Depreciation	285,000	-	-	-	-	-	285,000
Total Operating Appropriations	12,688,013	-	-	-	-	-	12,688,013
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	208,100	-	-	-	-	-	208,100
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	600,000						600,000
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	808,100	-	-	-	-	-	808,100
<b>TOTAL APPROPRIATIONS</b>	13,496,113	-	-	-	-	-	13,496,113
<b>ACCUMULATED DEFICIT</b>							-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	13,496,113	-	-	-	-	-	13,496,113
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other							-
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 13,496,113	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,496,113

\* 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     \$ 634,400.65     \$ -     \$ -     \$ -     \$ -     \$ -     \$ 634,400.65



## Debt Service Schedule - Principal

### Manasquan River Regional Sewerage Authority

If Authority has no debt X this box

*Fiscal Year Ending in*

	Adopted Budget Year 2016	Proposed Budget Year 2017	2018	2019	2020	2021	2022	Thereafter	Total Principal Outstanding
<i>Regional Sewer</i>									
2013 MCIA Revenue Bonds	\$ 285,000	\$ 295,000	\$ 305,000	\$ 310,000	\$ 325,000	\$ 335,000	\$ 350,000	\$ 2,505,000	\$ 4,425,000
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	<u>285,000</u>	<u>295,000</u>	<u>305,000</u>	<u>310,000</u>	<u>325,000</u>	<u>335,000</u>	<u>350,000</u>	<u>2,505,000</u>	<u>4,425,000</u>
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL PRINCIPAL ALL OPERATIONS</b>	<u><u>\$ 285,000</u></u>	<u><u>\$ 295,000</u></u>	<u><u>\$ 305,000</u></u>	<u><u>\$ 310,000</u></u>	<u><u>\$ 325,000</u></u>	<u><u>\$ 335,000</u></u>	<u><u>\$ 350,000</u></u>	<u><u>\$ 2,505,000</u></u>	<u><u>\$ 4,425,000</u></u>

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

	<u>Moody's</u>	<u>Fitch</u>	<u>Standard &amp; Poors</u>
Bond Rating	_____	_____	_____
Year of Last Rating	_____	_____	_____

## Debt Service Schedule - Interest

Manasquan River Regional Sewerage Authority

If Authority has no debt X this box

	<i>Fiscal Year Ending in</i>								Total Interest Payments Outstanding
	Adopted Budget Year 2016	Proposed Budget Year 2017	2018	2019	2020	2021	2022	Thereafter	
<i>Regional Sewer</i>									
2013 MCIA Revenue Bonds	\$ 208,100	\$ 199,550	\$ 186,700	\$ 181,550	\$ 169,150	\$ 156,150	\$ 143,750	\$ 456,250	\$ 1,493,100
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	<u>208,100</u>	<u>199,550</u>	<u>186,700</u>	<u>181,550</u>	<u>169,150</u>	<u>156,150</u>	<u>143,750</u>	<u>456,250</u>	<u>1,493,100</u>
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL INTEREST ALL OPERATIONS</b>	<u><u>\$ 208,100</u></u>	<u><u>\$ 199,550</u></u>	<u><u>\$ 186,700</u></u>	<u><u>\$ 181,550</u></u>	<u><u>\$ 169,150</u></u>	<u><u>\$ 156,150</u></u>	<u><u>\$ 143,750</u></u>	<u><u>\$ 456,250</u></u>	<u><u>\$ 1,493,100</u></u>

# Net Position Reconciliation

## Manasquan River Regional Sewerage Authority

For the Period January 1, 2017 to December 31, 2017

### FY 2017 Proposed Budget

	Regional Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 9,649,308						\$ 9,649,308
Less: Invested in Capital Assets, Net of Related Debt (1)	10,328,971						10,328,971
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)							-
Total Unrestricted Net Position (1)	(679,663)	-	-	-	-	-	(679,663)
Less: Designated for Non-Operating Improvements & Repairs	850,000						850,000
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)	2,663,616						2,663,616
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							-
Plus: Estimated Income (Loss) on Current Year Operations (2)	1,591,774						1,591,774
Plus: Other Adjustments (attach schedule)	1,435,007						1,435,007
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	4,160,734	-	-	-	-	-	4,160,734
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	713,000	-	-	-	-	-	713,000
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	713,000	-	-	-	-	-	713,000
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)</b>	\$ 3,447,734	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,447,734

(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      \$ 615,546    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 615,546

(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.

**MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY**  
**ANALYSIS OF OTHER ADJUSTMENTS**  
**(CONVERSION OF GAAP TO BUDGETARY)**

Adjustments to arrive at budgetary basis fund balance:	
Accrued Expenses Payable	\$ 21,898
Accrued Interest Payable	85,956
Assets Restricted for Capital Purchases	1,012,365
Unearned Profit on Sales Leaseback	732,171
Insurance Not Realized as OCBOA Revenue Last Year	(458,577)
Bond Sale Premium realized as Budgetary Revenue	<u>41,194</u>
 Total Adjustments	 <u>\$ 1,435,007</u>

2017

MANASQUAN RIVER REGIONAL  
SEWERAGE AUTHORITY

AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2017 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM


## Manasquan River Regional Sewerage Authority

FISCAL YEAR: FROM: January 1, 2017 TO: December 31, 2017

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 Manasquan River Regional Sewerage Authority, on the 19th day of October, 2016.

OR

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

Officer's Signature:			
Name:	Olga R. McKenna		
Title:	Secretary		
Address:	P.O. Box 646, 89 Havens Bridge Road Farmingdale, New Jersey 07727		
Phone Number:	(732) 431-8185	Fax Number:	(732) 308-3833
E-mail address	director@mrrsa.org		

## Proposed Capital Budget

Manasquan River Regional Sewerage Authority  
For the Period January 1, 2017 to December 31, 2017

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Other Capital Grants Sources	
<i>Regional Sewer</i>						
See Attached Detailed Schedule	\$ 5,117,500	\$ 713,000	\$ 737,000	\$ 3,667,500	\$ -	\$ -
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	5,117,500	713,000	737,000	3,667,500	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 5,117,500</b>	<b>\$ 713,000</b>	<b>\$ 737,000</b>	<b>\$ 3,667,500</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.

## 2017 Proposed Capital Budget (Detailed Schedule)

Manasquan River Regional Sewerage Authority  
For the Period January 1, 2017 to December 31, 2017

	Funding Sources					
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Proposed Capital Grants	Other Sources
<i>Regional Sewer</i>						
<b>ROUTE 9 FORCE MAIN &amp; ROUTE 547 FORCE MAIN</b>						
Rehabilitation of Rt. 9 FM Air Release Chamber No. 5 (Design/Bid/Construction)	\$313,000		\$313,000			
Stocking of Rt. 9 FM Emergency Repair Parts	\$122,000		\$122,000			
Stocking of Route 547 FM Emergency Repair Parts	\$90,000		\$90,000			
Rehabilitation of Route 547 FM Air Release Chambers (Design/Bid/Construction)	\$136,000		\$136,000			
Lower H2O2 Chemical Feed Building Roof and Site Improvements (Design/Bid/Construction)	\$76,000		\$76,000			
<b>UPPER/LOWER/MINGAMAHONE PUMP STATIONS</b>						
UMPS Improvements (Design)	\$1,100,000			\$1,100,000		
UMPS/LMPS Comminutor Replacements	\$125,000			\$125,000		
UMPS Check Valve Replacements	\$75,000			\$75,000		
UMPS Motor Re-Builds	\$50,000	\$50,000				
Cellular Dialers at UMPS, LMPS and MPS	\$55,000	\$55,000				
Replacement of LMPS Air Release, Ports, Etc.	\$31,000	\$31,000				
LMPS Generator Room Exhaust Fan Replacement	\$15,000	\$15,000				
MPS Improvements (Design/Bid/Construction)	\$962,000			\$962,000		
Replacement of MPS Roofing System	\$38,000			\$38,000		
Installation of MPS Bypass Connection	\$51,000	\$51,000				
Portable Diesel 8" Suction Lift Trailer Mounted Pump	\$126,000	\$126,000				
<b>INTERCEPTORS/MANHOLES</b>						
Interceptor Pipeline Assessment ("RedZone")	\$566,000			\$566,000		
Route 524 Manhole Casting Raisings	\$94,000	\$94,000				
Freewood Acres Manhole Casting Raisings	\$38,000	\$38,000				
Smith Street Root Removal	\$37,000	\$37,000				
Composite Frame/Cover Installations (Pilot Program)	\$10,000	\$10,000				
<b>METER CHAMBERS</b>						
Rehabilitation of Meter Chamber 2MC-2 and 3MC-1 (Construction)	\$357,000			\$357,000		
Rehabilitation of Meter Chambers 5MC-2, 6MC-3 and 7MC-1 (Design)	\$75,000			\$75,000		
Replacement of Meter Chamber 7MC-2 (Design/Bid/Construction)	\$50,000			\$50,000		
Installation of Cellular Metering System (Design/Bid/Installation)	\$126,000			\$126,000		
<b>HEADQUARTERS</b>						
HQ Annunciator Panel Modifications	\$26,000			\$26,000		
HQ/UMPS CCTV System Installation	\$30,000			\$30,000		
HQ/UMPS Security System Replacement	\$30,000			\$30,000		
HQ/UMPS Fire Alarm System Replacement	\$30,000			\$30,000		
HQ Roof Replacement	\$65,000			\$65,000		
HQ HVAC Replacement	\$75,000	\$75,000				
HQ Garage Workshop Improvements	\$10,000	\$10,000				
HQ Parking Lot Light Replacements	\$12,500			\$12,500		
HQ Inernet Switch /Facility WiFi Installation	\$16,000	\$16,000				
<b>EVALUATIONS/STUDIES</b>						
MRRSA System Model (Benlley SewerCAD)	\$15,000	\$15,000				
Evaluation of Chemical System Alternatives	\$10,000	\$10,000				
Arc Flash Evaluations/Recommendations	\$25,000	\$25,000				
Odor Control System Evaluation	\$10,000	\$10,000				
Flow Metering Study for Sizing of UMPS Upgrades	\$15,000	\$15,000				
Load Study at MPS	\$30,000	\$30,000				
Total:	\$5,117,500	\$713,000	\$737,000	\$3,667,500	\$0	\$0
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$5,117,500</b>	<b>\$713,000</b>	<b>\$737,000</b>	<b>\$3,667,500</b>	<b>\$0</b>	<b>\$0</b>



## 5 Year Capital Improvement Plan

### Manasquan River Regional Sewerage Authority

For the Period January 1, 2017 to December 31, 2017

	Estimated Total Cost	Fiscal Year Beginning in					
		Current Budget					
		Year 2017	2018	2019	2020	2021	2022
<i>Regional Sewer</i>							
See Attached Detailed Schedule	\$ 18,528,500	\$ 5,117,500	\$ 9,212,000	\$ 1,164,000	\$ 1,064,000	\$ 1,026,000	\$ 945,000
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>18,528,500</b>	<b>5,117,500</b>	<b>9,212,000</b>	<b>1,164,000</b>	<b>1,064,000</b>	<b>1,026,000</b>	<b>945,000</b>
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>\$ 18,528,500</b>	<b>\$ 5,117,500</b>	<b>\$ 9,212,000</b>	<b>\$ 1,164,000</b>	<b>\$ 1,064,000</b>	<b>\$ 1,026,000</b>	<b>\$ 945,000</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

### Manasquan River Regional Sewerage Authority

For the Period January 1, 2017 to December 31, 2017

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants
<i>Regional Sewer</i>					
MRRSA CIP (2017-2022)	\$ 18,528,500	\$ 713,000	\$ 6,401,000	\$ 8,782,000	\$ 2,632,500
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	18,528,500	713,000	6,401,000	8,782,000	- 2,632,500
<i>N/A</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>N/A</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>N/A</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>N/A</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 18,528,500</b>	<b>\$ 713,000</b>	<b>\$ 6,401,000</b>	<b>\$ 8,782,000</b>	<b>\$ - \$ 2,632,500</b>
Total 5 Year Plan per CB-4	<u>\$ 18,528,500</u>				

- 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.

# 2017 CAPITAL BUDGET/PROGRAM MESSAGE

## Manasquan River Regional Sewerage Authority

FISCAL YEAR: FROM: January 1, 2017 TO: December 31, 2017

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?

**Commissioners from each Member Municipality participate in the development of the Capital Plan.**

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

**Yes**

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

**The Authority has re-evaluated its Capital needs and is currently in the process of developing a comprehensive 15-year Capital Improvement Program (CIP). All Commissioners and Authority Professionals have participated in the process and a financial model is currently being developed to assist in planning for funding of the program. All projects provided within the proposed 2017 Capital Budget have been included within the 15-year CIP.**

4. Describe the projected impact of the proposed capital projects, including impact on the schedule of rates, fees, and service charges and the impact on current and future year's schedules.

**Funding for the proposed 2017 Capital Projects is anticipated to be derived from existing sewer revenue bonds (through the Monmouth County Improvement Authority), unrestricted net assets, the Authority's renewal and replacement reserve, as well as potential additional bonding through the NJEIT (or similar funding mechanism). The proposed Bulk Rate increase of 3.60% takes into consideration future Authority Capital Planning needs and is anticipated to have a minimal impact on service charges. It is expected that any impacts will be reasonable when compared to the net benefit that a thorough and well executed Capital Improvement Program offers the ratepayers.**

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

**None**

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.

**None**

*Add additional sheets if necessary.*