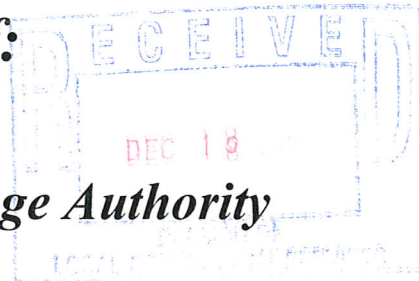


*Authority Budget of:*  
**RECEIVED**

DEC 27 2018

*Manasquan River Regional Sewerage Authority*

MANASQUAN RIVER REGIONAL  
SEWERAGE AUTHORITY



**ADOPTED COPY**

**State Filing Year**

**2019**

*For the Period:*

*January 1, 2019*

*to*

*December 31, 2019*

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

Authority Web Address

**Department Of**



**Community  
Affairs**

*Division of Local Government Services*

**2019 AUTHORITY BUDGET**

**Certification Section**

**State of New Jersey**  
**Department of Community Affairs**  
**Division of Local Government Services**  
**ADOPTED AUTHORITY BUDGET**  
**ADOPTED BUDGET TRANSMITTAL PACKAGE (After Adoption of Budget)**

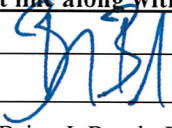
Submit all budget related materials in one package to: *Bureau of Authority Regulation Affairs, Division of Local Government Services, 101 South Broad Street, P.O. Box 803, Trenton, NJ 08625-0803.* Check the box of each item to indicate that it is included in budget or has been completed.

**Adopted Authority Budget Document**

- 2 copies of the Adopted budget document submitted that includes all pages completed
  - All items on the Introduced Budget Transmittal Package completed and included
  - Page C-6 Signed with Manual Signature along with title, address, e-mail address, phone number and fax number.
  - Page C-7 Resolution of the Authority governing body approving the introduced budget is enclosed with recorded vote
- Note: Aye Votes must total a majority of the full membership of the governing body (Not including Alternates in total)**

**PDF of Adopted Budget (All pages)**

- Submit a pdf copy of the budget package (Adopted) to [authoritiesunit@dca.nj.gov](mailto:authoritiesunit@dca.nj.gov) with the name of the authority in the subject line along with wording Adopted Budget.

Official's Signature:			
Name:	Brian J. Brach, P.E.		
Title:	Executive Director		
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:	brian.brach@mrrsa.org		

2019

**MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY  
AUTHORITY BUDGET**

**FISCAL YEAR: FROM JANUARY 1, 2019 TO DECEMBER 31, 2019**

**For Division Use Only**

**CERTIFICATION OF APPROVED BUDGET**

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

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

By: Paul D Cwert CPA, RMA Date: 11/8/2018

**CERTIFICATION OF ADOPTED BUDGET**

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

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

By: Paul D Cwert CPA, RMA Date: 12/20/2018

# 2019 PREPARER'S CERTIFICATION

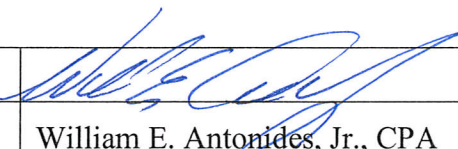
## MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY

### AUTHORITY BUDGET

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

It is hereby certified that the Authority Budget, including both the Annual Budget and the Capital Budget/Program annexed hereto, represents the members of the governing body's resolve with respect to statute in that: all estimates of revenue are reasonable, accurate and correctly stated; all items of appropriation are properly set forth; and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Authority.

It is further certified that all proposed budgeted amounts and totals are correct. Also, I hereby provide reasonable assurance that all assertions contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:			
Name:	William E. Antonides, Jr., CPA		
Title:	Consulting Accountant		
Address:	P.O. Box 37 Adelphia, New Jersey 07710		
Phone Number:	(732) 681-0980	Fax Number:	
E-mail address	b.antonides.jr@gmail.com		


# 2019 APPROVAL CERTIFICATION

## MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY AUTHORITY BUDGET

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

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Manasquan River Regional Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 17<sup>th</sup> day October, 2018.

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

Officer's Signature:			
Name:	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

Authority's Web Address: [www.mrrsa.org](http://www.mrrsa.org)

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

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

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


Name of Officer Certifying compliance

Brian J. Brach, PE, QPA

Title of Officer Certifying compliance

Executive Director

Signature



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# MRRSA RESOLUTION NO. 2018-79

## 2019 AUTHORITY BUDGET RESOLUTION

### MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY

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

**WHEREAS**, the Annual Budget and Capital Budget for the Manasquan River Regional Sewerage Authority for the fiscal year beginning, January 1, 2019 and ending, December 31, 2019 has been presented before the governing body of the Manasquan River Regional Sewerage Authority at its open public meeting of October 17, 2018; and

**WHEREAS**, the Annual Budget as introduced reflects Total Revenues of \$13,999,000.00, Total Appropriations, including any Accumulated Deficit if any, of \$14,091,040.00 and Total Unrestricted Net Position utilized of \$92,040.00; and

**WHEREAS**, the Capital Budget as introduced reflects Total Capital Appropriations of \$11,044,475.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$3,151,975.00; 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 17, 2018 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, 2019 and ending, December 31, 2019 is hereby approved; and

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

**BE IT FURTHER RESOLVED**, that the governing body of the Manasquan River Regional Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 12, 2018

  
Olga R. McKenna, Secretary

October 17, 2018  
Date

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			



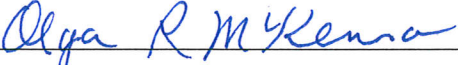
# 2019 ADOPTION CERTIFICATION

## MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY

### AUTHORITY BUDGET

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

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 12<sup>th</sup> day December, 2018.

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		

# MRRSA RESOLUTION NO. 2018-101

## 2019 ADOPTED BUDGET RESOLUTION

### MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY

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

**WHEREAS**, the Annual Budget and Capital Budget/Program for the Manasquan River Regional Sewerage Authority for the fiscal year beginning January 1, 2019 and ending, December 31, 2019 has been presented for adoption before the governing body of the Manasquan River Regional Sewerage Authority at its open public meeting of December 12, 2018; 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 introduced reflects Total Revenues of \$13,999,000.00, Total Appropriations, including any Accumulated Deficit if any, of \$14,091,040.00 and Total Unrestricted Net Position utilized of \$92,040.00; and

**WHEREAS**, the Capital Budget as introduced reflects Total Capital Appropriations of \$11,044,475.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$3,151,975.00; and

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of Manasquan River Regional Sewerage Authority, at an open public meeting held on December 12, 2018 that the Annual Budget and Capital Budget/Program of the Manasquan River Regional Sewerage Authority for the fiscal year beginning, January 1, 2019 and, ending, December 31, 2019 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

  
Olga R. McKenna, Secretary

December 12, 2018  
Date

<u>Governing Body Member:</u>	<u>Recorded Vote</u>			
	<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			

**2019 AUTHORITY BUDGET**

**Narrative and Information Section**

# 2019 AUTHORITY BUDGET MESSAGE & ANALYSIS

## MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY

### AUTHORITY BUDGET

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

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

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

The Authority's 2019 Budget represents a proportional increase across both appropriations (+2.4% increase) and revenues (+2.4% increase) compared to the 2018 Budget. Utilization of Unrestricted Retained Earnings for balancing purposes is proposed. The Ocean County Utilities Authority (OCUA) has adopted a 2.0% increase in their 2019 Bulk Rate and the Authority is proposing a 3.0% increase in the MRRSA 2019 Bulk Rate. These bulk rate increases, along with implementation of capital planning and succession initiatives, are the primary contributing factors to the growth of the budgeted revenues and appropriations.

The Authority has initiated a comprehensive Capital Improvement Program (CIP) and has utilized financing modeling in an effort to provide a long-term perspective during preparation of the 2019 Budget. Numerous line items have experienced deviations resulting from the Authority's commitment to addressing long term capital planning and succession needs within the Operating Budget. Notable variances include:

- a. **Total Non-Operating Revenues (-14.3%)**: The Authority anticipates a reduction in health benefits withholdings from employees due to a combination of personnel and plan changes.
- b. **Professional Services (+39.8%)**: Additional general engineering services are anticipated to assist the Authority with numerous projects being completed by other local entities that affect MRRSA's infrastructure, as well as several other internal initiatives. The MRRSA anticipates additional legal, cybersecurity and technological services, which deviates from assumptions under previous budgets.
- c. **Telephone/Internet (+49.0%)**: The Authority relies primarily on cloud-based services for the vast majority of its business tools and processes. This line items has been increased to accommodate potential increased costs for dedicated internet service to increase the reliability, speed and security of the Authority's internet connectivity.
- d. **Office Equipment Maintenance (+14.7%)**: The Authority is proposing several upgrades and additional procurement of cloud-based business tools and services.

d. **Emergency Repairs (+25.0%)**: The Authority feels that the existing emergency repairs budget is inadequate, as it is an old figure that has been carried on from year-to-year without any adjustments for inflation and rising costs. This line item shall continue to be increased \$25,000/year over numerous subsequent budget cycles until a balance of \$250,000 is attained. The Authority feels that a budget of \$250,000 more accurately reflects the costs of even the most mundane of emergencies.

e. **Capital Outlay Expenses (+21.6%)**: This increase reflects several system equipment purchases that are required for Operations.

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

The 2.0% OCUA Bulk Rate increase and several internal initiatives that are considered industry good practice are the primary contributing factors to the 2.4% increase in overall revenue. Wastewater flows are the primary source of revenue for the Authority and the 2019 Budget assumes a 3.0% increase in the MRRSA's 2019 Bulk Rate to compensate for the anticipated additional appropriations. The MRRSA's Bulk Rate increase supports the long-term capital planning and resilience objectives of the Authority.

The Authority develops conservative budgets anticipating reasonably low revenue and reasonably high appropriations as a matter of good proactive. Although the Authority has anticipated the use of Unrestricted Net Position (ie: from the Rate Stabilization Reserve), we are confident, barring any significant emergencies, the Authority will be able to recover all appropriations with the 3.0% Bulk Rate increase and that actual utilization of the reserve will not be necessary.

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 continuing to grow 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. Recently developed COAH obligations to several communities within the Authority's service territory may also be a contributing factor to several pockets of significant growth for the foreseeable future. Under the proposed 2019 Budget, anticipated connection fees are earmarked to fund reserves that the Authority has established for renewal/replacement and capital improvements.

A large portion of the Authority's service territory within Freehold Borough, Farmingdale Borough and Wall Township are almost fully developed and connection fee related revenue from these portions of the service territory are 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 (or so), the Authority is anticipating a gradual decline in the collection of connection fees. Revenue from connection fees is gradually being phased out \$25,000 per year until no income is assumed by 2031. The 2019 Budget continues to reflect the long-term budgetary planning by the Authority to stabilize user rates and fund the Capital Improvement Program (CIP), while continually anticipating less revenue from connection fees. Phase-out of connection fees represents a portion of action items identified by the Authority to increase resiliency.

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 2019/2019-2020 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. **(Prepare a response to deficits caused by the implementation of GASB 68)**

**The Authority will continue to pay its annual required contribution to the State Division of Pensions and will continue to monitor pension investments in anticipation 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 assess the impact on user rates that its Member Municipalities must pay. It would best serve the Authority and its Member Municipalities if the liability were gradually paid down over a period of five (5) to ten (10) 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. 1. A copy of the 2018/2019 Manasquan River Regional Sewerage Authority Fee Scheduled has been provided. A public rate hearing for the proposed 3.0% increase in the 2019 Bulk Rate from \$5,726/MG to \$5,898/MG is scheduled for the Authority's November 7, 2018 Public Meeting.**

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

**2017/2018 FEE SCHEDULE\***

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

The flow charge fee rate for Participants is \$5,898.00 per MG effective January 1, 2019 to December 31, 2019; 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 and 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..... \$2,176.00 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: JANUARY 1, 2019**



# AUTHORITY CONTACT INFORMATION

## 2019

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		
Address:	P.O. Box 646 89 Havens Bridge Road		
City, State, Zip:	Farmingdale	NJ	07727
Phone: (ext.)	(732) 431-8185	Fax:	

<b>Preparer's Name:</b>	William E. Antonides, Jr., CPA		
Preparer's Address:	P.O. Box 37		
City, State, Zip:	Adelphia	NJ	07710
Phone: (ext.)	(732) 681-0980	Fax:	(732) 681-4033
E-mail:	b.antonides.jr@gmail.com		

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

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

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

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY

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

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

- 1) Provide the number of individuals employed in (Use **Most Recent W-3 Available 2017 or 2018**) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: **24**
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use **Most Recent W-3 Available 2017 or 2018**) Transmittal of Wage and Tax Statements: **\$983,867.53**
- 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 (**Most Recent Filing that March 31, 2018 or 2019 deadline has passed 2018 or 2019**) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) **YES** *If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.*
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? **NO** *If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? **NO**
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? **NO**
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? **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 a narrative of your Authorities procedures for all employees.***

**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 of Commissioner stipends that is equal to the Implicit Price Deflator Index ("Municipal Index Cap"). Increases in Commissioner's compensation are also discussed by both the Personnel Committee and the entire Board, prior to approval. A resolution is adopted reflecting whichever action the Board has taken regarding Commissioner compensation.**

**The Authority's process for determining compensation for those reported on N-4, other than 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 entire Authority. Compensation data for comparable positions in similarly sized Authorities, performance evaluations, participation in salary surveys through Professional Associations and employment contracts (where applicable), are all tools used by Authority Administrators and the Personnel Committee in developing their recommendation. All of the 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 is acted on by the Board at either the Authority's November or December meeting for the following year.**

- 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 meals during Authority related "lunch and learns", retirements luncheon(s) and similar type Authority-sponsored events. Such expenditures are 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 for a 1-night stay and related travel expenses for commissioner(s) to attend the League of Municipalities during November 2017 in an amount less than \$500.00, which is considered de minimis.**

- 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 **YES**
  - 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.*

**The Executive Director is provided an allowance of \$100/month to compensate him for use of his personal vehicle for Authority business, as per his contract with the Authority.**

- 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.*

**Payments were made to Patrick O'Donnell (resigned from MRRSA) in the amount of \$4,040.55 and Stanley Czarnik (retired from MRRSA) in the amount of \$3,294.38 upon their termination of employment from the MRRSA. All payments were calculated in accordance with the MRRSA's "Employee Manual and Personnel Policies" and authorized by the Board of Commissioners. Refer to Attachment No. 2 (Res. No. 2018-39) and Attachment No. 3 (Res. No. 2018-75) for further details.**

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

ATTACHMENT NO. 2  
Page N-3; Question No. 15

**Resolution No. 2018-39 of the  
Manasquan River Regional Sewerage Authority**

**AUTHORIZING COMPENSATION PAYMENT TO PATRICK M. O'DONNELL IN THE GROSS AMOUNT OF \$4,040.55 UPON HIS TERMINATION OF EMPLOYMENT AT THE AUTHORITY**

AUTHORITY MEETING DATE: JUNE 20, 2018

**WHEREAS**, Patrick M. O'Donnell submitted his resignation terminating employment from the Manasquan River Regional Sewerage Authority (the "Authority"), effective 4:00p.m. on June 1, 2018; and

**WHEREAS**, in accordance with the Authority's Employee Manual and Personnel Policy, Patrick M. O'Donnell is due gross termination compensation for the following (refer to attached memorandum with detailed calculations):

Unused Vacation Time:	\$1,255.09
Unused Sick Time:	\$ 324.76
Unused Personal Time:	\$ 402.08
Pro-Rated Longevity Bonus:	<u>\$2,058.62</u>
<b>Total Gross Termination Compensation:</b>	<b>\$4,040.55</b>

**NOW, THEREFORE BE IT RESOLVED**, by the Commissioners of the Manasquan River Regional Sewerage Authority, that:

1. Gross termination compensation to Patrick M. O'Donnell in the amount of \$4,040.55 is hereby approved following his termination of employment from the Authority; and
2. The detailed termination compensation shall be paid to Mr. O'Donnell within the July 6, 2018 payroll, at which time Mr. O'Donnell shall be removed from the Authority's payroll system; and
3. All applicable taxes and payroll withholdings shall be processed and reflected in Mr. O'Donnell's final net payment; and

**BE IT FINALLY RESOLVED**, that a certified copy of this resolution be provided to Patrick M. O'Donnell and any other interested parties.

Moved by Mrs. DeSarno, seconded by Mr. Gartz.

ROLL CALL:

AYES: Mr. Daly, Mrs. DeSarno, Mrs. Garcia, Mr. Gartz, Mr. Johnson, Mr. Romano, Mr. Tantillo, Mr. Wilson, Chairman Gatto.

NAYS:

ABSTAIN:

ABSENT: Mrs. McKenna

**I HEREBY CERTIFY** the foregoing to be a true copy of a Resolution adopted by the Manasquan River Regional Sewerage Authority at its meeting on the 20<sup>th</sup> day of June, 2018.



Donald F. Hill, Assistant Secretary

**ATTACHMENT NO. 3 Page  
N-3; Question No. 15**

**Resolution No. 2018-75 of the  
Manasquan River Regional Sewerage Authority**

**AUTHORIZING COMPENSATION PAYMENT TO STANLEY J. CZARNIK, JR. IN THE GROSS  
AMOUNT OF \$3,294.38 UPON HIS TERMINATION OF EMPLOYMENT AT THE AUTHORITY**

AUTHORITY MEETING DATE: SEPTEMBER 19, 2018

**WHEREAS**, Stanley J. Czarnik submitted his retirement papers officially terminating employment from the Manasquan River Regional Sewerage Authority (the "Authority"), effective 4:00p.m. on August 31, 2018, 2018; and

**WHEREAS**, in accordance with the Authority's Employee Manual and Personnel Policy, Stanley J. Czarnik is due gross termination compensation for the following (refer to attached memorandum with detailed calculations):

Unused Vacation Time:	\$ 544.20
Unused Sick Time:	\$ 108.84
Unused Personal Time:	\$ 0.00
Pro-Rated Longevity Bonus:	<u>\$2,641.34</u>
<b>Total Gross Termination Compensation:</b>	<b>\$3,294.38</b>

**NOW, THEREFORE BE IT RESOLVED**, by the Commissioners of the Manasquan River Regional Sewerage Authority, that:

1. Gross termination compensation to Stanley J. Czarnik in the amount of \$3,294.38 is hereby approved following his termination of employment from the Authority; and
2. The detailed termination compensation shall be paid to Mr. Czarnik within the September 28, 2018 payroll, at which time Mr. Czarnik shall be removed from the Authority's payroll system; and
3. All applicable taxes and payroll withholdings shall be processed and reflected in Mr. Czarnik's final net payment; and

**BE IT FINALLY RESOLVED**, that a certified copy of this resolution be provided to Stanley J. Czarnik, Jr. and any other interested parties.

Moved by Mr. Wilson, seconded by Mr. Johnson.

ROLL CALL:

AYES: Mr. Daly, Mrs. Garcia, Mr. Johnson, Mrs. McKenna, Mr. Wilson, Chairman Gatto

NAYS:

ABSTAIN:

ABSENT: Mrs. DeSarno, Mr. Gartz, Mr. Romano, Mr. Tantillo

**I HEREBY CERTIFY** the foregoing to be a true copy of a Resolution adopted by the Manasquan River Regional Sewerage Authority at its meeting on the 19<sup>th</sup> day of September, 2018.

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

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

**MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY**

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

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

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

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

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

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

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

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

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

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

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

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

**Manasquan River Regional Sewerage Authority**

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

		Reportable Compensation from Authority (W-2/ 1099)															
		Position (Can Check more than 1 Column for each person)															
Name	Title	Average Hours per Week Dedicated to Position	Position (Can Check more than 1 Column for each person)				Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
			Commissioner	Officer	Key Employee	Highest Compensated Employee											
1 James A. Daly	Commissioner	Under 32	x				\$ 4,084	\$ -	\$ -	\$ -	4,084	Farmingdale Boro Mayor	15+	\$ 2,300	\$ -	\$ 6,384	
2 Michael J. Romano	Commissioner	Under 32	x				4,084	0	0	4,084	Farmingdale Boro Council	15+	2,150	82,590	0	88,824	
3 Michael G. Wilson	Commissioner	Under 32	x				4,084	0	12,258	16,342	None	-	-	0	0	16,342	
4 Richard J. Gartz	Commissioner	Under 32	x				4,084	0	36,705	40,789	Freehold Boro/Cty. Planfield	CFO	40+	198,639	0	239,428	
5 Mary C. DeSarno	Commissioner	Under 32	x				4,084	0	32,747	36,831	Monmouth County BOE	Super BOE	35+	96,563	0	133,394	
6 Olga R. McKenna	Commissioner	Under 32	x	x			4,084	0	32,747	36,831	None	-	-	0	0	36,831	
7 A. Richard Gatto	Commissioner	Under 32	x	x			4,084	0	14,982	19,066	MCIA/FT Planning Board	Board Member	10+	0	0	19,066	
8 Julisa Garcia Rappa	Commissioner	Under 32	x				4,084	0	0	4,084	Monmouth County	Confid. Aide	35+	46,050	6,000	56,134	
9 Jesse J. Tantillo	Commissioner	Under 32	x				4,084	0	36,705	40,789	None	-	-	0	0	40,789	
10 Stephen R. Johnson	Commissioner	Under 32	x	x			4,084	0	0	4,084	None	-	-	0	0	4,084	
11 Brian J. Brach	Executive Director	Over 32		x			140,568	0	15,298	155,866	None	-	-	0	0	155,866	
12 Donald F. Hill	Finance Officer	Over 32		x			63,860	0	8,244	72,104	None	-	-	0	0	72,104	
13 James H. Roe, IV	Superintendent	Over 32			x		101,240	0	34,382	135,622	None	-	-	0	0	135,622	
14										0						0	
15										0						0	
<b>Total:</b>							<b>\$ 346,508</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 224,068</b>	<b>\$ 570,576</b>			<b>\$ 345,702</b>	<b>\$ 88,590</b>	<b>\$ 1,004,868</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, 2019 to December 31, 2019

	# 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 Proposed Budget					
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	5	\$ 13,980	\$ 69,900	6	\$ 13,788	\$ 82,728	\$ (12,828)	-15.5%
Parent & Child	2	19,644	39,288	1	19,392	19,392	19,896	102.6%
Employee & Spouse (or Partner)	2	30,780	61,560	2	30,372	60,744	816	1.3%
Family	1	34,404	34,404	2	33,948	67,896	(33,492)	-49.3%
Employee Cost Sharing Contribution (enter as negative - )			(40,162)			(45,577)	5,415	-11.9%
<b>Subtotal</b>	<b>10</b>		<b>164,990</b>	<b>11</b>		<b>185,183</b>	<b>(20,193)</b>	<b>-10.9%</b>
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage	1	\$ 13,980	13,980	1	\$ 13,788	13,788	192	1.4%
Parent & Child		19,644	-		19,392	-	-	#DIV/0!
Employee & Spouse (or Partner)	3	30,780	92,340	3	30,372	91,116	1,224	1.3%
Family	2	34,404	68,808	2	33,948	67,896	912	1.3%
Employee Cost Sharing Contribution (enter as negative - )			(5,426)			(5,368)	(58)	1.1%
<b>Subtotal</b>	<b>6</b>		<b>169,702</b>	<b>6</b>		<b>167,432</b>	<b>2,270</b>	<b>1.4%</b>
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage		\$ 13,980	-		\$ 13,788	-	-	#DIV/0!
Parent & Child		19,644	-		19,392	-	-	#DIV/0!
Employee & Spouse (or Partner)		30,780	-		30,372	-	-	#DIV/0!
Family	1	34,404	34,404	1	33,948	33,948	456	1.3%
Employee Cost Sharing Contribution (enter as negative - )			-			-	-	#DIV/0!
<b>Subtotal</b>	<b>1</b>		<b>34,404</b>	<b>1</b>		<b>33,948</b>	<b>456</b>	<b>1.3%</b>
<b>GRAND TOTAL</b>	<b>17</b>		<b>\$ 369,096</b>	<b>18</b>		<b>\$ 386,563</b>	<b>\$ (17,467)</b>	<b>-4.5%</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, 2018 to December 31, 2018

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.	2.0	\$ 120		x	
Brian J. Brach	14.2	3,826		x	
James H. Burns	2.1	293		x	
Stanley J. Czarnik	2.0	211		x	
Matthew Donahue	5.5	407		x	
Thomas Guercio	8.1	764		x	
Donald F. Hill	19.7	2,414		x	
Kevin C. McHenry	11.0	1,556		x	
Patrick M. O'Donnell	1.8	210		x	
Michael Restaino	26.0	2,953		x	
James H. Roe	36.5	7,106		x	
Deborah A. Sajeski	6.4	415		x	
Sean Throckmorton	5.2	612		x	
Michael J. Trezza	24.2	3,715		x	
Ronald J. Wilson	17.0	1,682		x	
<b>Total liability for accumulated compensated absences at beginning of current year</b>		<b>\$ 26,284</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 12/31/17.

## Schedule of Shared Service Agreements

Manasquan River Regional Sewerage Authority

For the Period

January 1, 2019

to

December 31, 2019

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

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	To be renewed	1/1/2016	12/31/2018	\$ 25,000
Freehold Township	MRRSA	Automotive Services	To be renewed	1/1/2018	12/31/2018	\$ 9,000
Freehold Township	MRRSA	IT Services	To be renewed	1/1/2017	12/31/2017	\$ 7,248
Freehold Township	MRRSA	C4 Licensed Operator	None	7/1/2018	12/31/2019	\$ 17,100

If No Shared Services X this Box

**2019 AUTHORITY BUDGET**

**Financial Schedules Section**

## SUMMARY

Manasquan River Regional Sewerage Authority  
For the Period January 1, 2019 to December 31, 2019

	<b>FY 2019 Proposed Budget</b>						<b>FY 2018 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>REVENUES</b>										
Total Operating Revenues	\$ 13,931,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,931,500	\$ 13,596,800	\$ 334,700	2.5%
Total Non-Operating Revenues	67,500	-	-	-	-	-	67,500	77,500	(10,000)	-12.9%
Total Anticipated Revenues	13,999,000	-	-	-	-	-	13,999,000	13,674,300	324,700	2.4%
<b>APPROPRIATIONS</b>										
Total Administration	1,253,530	-	-	-	-	-	1,253,530	1,130,730	122,800	10.9%
Total Cost of Providing Services	11,520,960	-	-	-	-	-	11,520,960	11,236,120	284,840	2.5%
Total Principal Payments on Debt Service in Lieu of Depreciation	422,500	-	-	-	-	-	422,500	408,750	13,750	3.4%
Total Operating Appropriations	13,196,990	-	-	-	-	-	13,196,990	12,775,600	421,390	3.3%
Total Interest Payments on Debt	294,050	-	-	-	-	-	294,050	294,450	(400)	-0.1%
Total Other Non-Operating Appropriations	600,000	-	-	-	-	-	600,000	600,000	-	0.0%
Total Non-Operating Appropriations	894,050	-	-	-	-	-	894,050	894,450	(400)	0.0%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	14,091,040	-	-	-	-	-	14,091,040	13,670,050	420,990	3.1%
Less: Total Unrestricted Net Position Utilized	92,040	-	-	-	-	-	92,040	-	92,040	#DIV/0!
Net Total Appropriations	13,999,000	-	-	-	-	-	13,999,000	13,670,050	328,950	2.4%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,250</b>	<b>\$ (4,250)</b>	<b>-100.0%</b>

# Revenue Schedule

## Manasquan River Regional Sewerage Authority

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

	<b>FY 2019 Proposed Budget</b>						<b>FY 2018 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	
							Total All Operations	All Operations	All Operations	
<b>OPERATING REVENUES</b>										
<i>Service Charges</i>										
Residential							\$ -	\$ -	\$ -	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental	13,631,500					-	13,631,500	13,271,800	359,700	2.7%
Other							-	-	-	#DIV/0!
<b>Total Service Charges</b>	<b>13,631,500</b>	-	-	-	-	-	<b>13,631,500</b>	<b>13,271,800</b>	<b>359,700</b>	<b>2.7%</b>
<i>Connection Fees</i>										
Residential							-	-	-	#DIV/0!
Business/Commercial	300,000					-	300,000	325,000	(25,000)	-7.7%
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Connection Fees</b>	<b>300,000</b>	-	-	-	-	-	<b>300,000</b>	<b>325,000</b>	<b>(25,000)</b>	<b>-7.7%</b>
<i>Parking Fees</i>										
Meters							-	-	-	#DIV/0!
Permits							-	-	-	#DIV/0!
Fines/Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Parking Fees</b>							-	-	-	#DIV/0!
<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>							-	-	-	#DIV/0!
<b>Total Operating Revenues</b>	<b>13,931,500</b>	-	-	-	-	-	<b>13,931,500</b>	<b>13,596,800</b>	<b>334,700</b>	<b>2.5%</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	60,000					-	60,000	70,000	(10,000)	-14.3%
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
<b>Total Other Non-Operating Revenue</b>	<b>67,500</b>	-	-	-	-	-	<b>67,500</b>	<b>77,500</b>	<b>(10,000)</b>	<b>-12.9%</b>
<i>Interest on Investments &amp; Deposits (List)</i>										
Interest Earned							-	-	-	#DIV/0!
Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Interest</b>							-	-	-	#DIV/0!
<b>Total Non-Operating Revenues</b>	<b>67,500</b>	-	-	-	-	-	<b>67,500</b>	<b>77,500</b>	<b>(10,000)</b>	<b>-12.9%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 13,999,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,999,000</b>	<b>\$ 13,674,300</b>	<b>\$ 324,700</b>	<b>2.4%</b>

# Prior Year Adopted Revenue Schedule

## Manasquan River Regional Sewerage Authority

### FY 2018 Adopted Budget

	Regional Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING REVENUES</b>							
<i>Service Charges</i>							
Residential							\$ -
Business/Commercial							-
Industrial							-
Intergovernmental	13,271,800						13,271,800
Other							-
Total Service Charges	13,271,800	-	-	-	-	-	13,271,800
<i>Connection Fees</i>							
Residential							-
Business/Commercial	325,000						325,000
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	325,000	-	-	-	-	-	325,000
<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	13,596,800	-	-	-	-	-	13,596,800
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
Application Fees	7,500						7,500
Miscellaneous Income	70,000						70,000
Type in							-
Type in							-
Type in							-
Type in							-
Total Non-Operating Revenues	77,500	-	-	-	-	-	77,500
<i>Interest on Investments &amp; Deposits</i>							
Interest Earned							-
Penalties							-
Other							-
Total Interest	-	-	-	-	-	-	-
Total Non-Operating Revenues	77,500	-	-	-	-	-	77,500
<b>TOTAL ANTICIPATED REVENUES</b>	\$ 13,674,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,674,300

# Appropriations Schedule

## Manasquan River Regional Sewerage Authority

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

	<b>FY 2019 Proposed Budget</b>						<b>FY 2018 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	
							Total All Operations	Total All Operations	All Operations	
<b>OPERATING APPROPRIATIONS</b>										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 414,200						\$ 414,200	\$ 401,700	\$ 12,500	3.1%
Fringe Benefits	425,780						425,780	395,780	30,000	7.6%
<b>Total Administration - Personnel</b>	<b>839,980</b>	-	-	-	-	-	<b>839,980</b>	<b>797,480</b>	<b>42,500</b>	<b>5.3%</b>
<i>Administration - Other (List)</i>										
Professional Services	212,500						212,500	152,000	60,500	39.8%
Property and Liability Insurance	73,500						73,500	73,500	-	0.0%
Telephone/Internet	36,500						36,500	24,500	12,000	49.0%
Office Equipment Maintenance	54,500						54,500	47,500	7,000	14.7%
Miscellaneous Administration*	36,550						36,550	35,750	800	2.2%
<b>Total Administration - Other</b>	<b>413,550</b>	-	-	-	-	-	<b>413,550</b>	<b>333,250</b>	<b>80,300</b>	<b>24.1%</b>
<b>Total Administration</b>	<b>1,253,530</b>	-	-	-	-	-	<b>1,253,530</b>	<b>1,130,730</b>	<b>122,800</b>	<b>10.9%</b>
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	800,000						800,000	770,000	30,000	3.9%
Fringe Benefits	379,120						379,120	379,120	-	0.0%
<b>Total COPS - Personnel</b>	<b>1,179,120</b>	-	-	-	-	-	<b>1,179,120</b>	<b>1,149,120</b>	<b>30,000</b>	<b>2.6%</b>
<i>Cost of Providing Services - Other (List)</i>										
OCUA/BTMUA Treatment Costs	9,349,700						9,349,700	9,160,500	189,200	2.1%
Electricity	225,000						225,000	225,000	-	0.0%
Emergency Repairs	125,000						125,000	100,000	25,000	25.0%
Capital Outlay Expenses	140,500						140,500	115,500	25,000	21.6%
Miscellaneous COPS*	501,640						501,640	486,000	15,640	3.2%
<b>Total COPS - Other</b>	<b>10,341,840</b>	-	-	-	-	-	<b>10,341,840</b>	<b>10,087,000</b>	<b>254,840</b>	<b>2.5%</b>
<b>Total Cost of Providing Services</b>	<b>11,520,960</b>	-	-	-	-	-	<b>11,520,960</b>	<b>11,236,120</b>	<b>284,840</b>	<b>2.5%</b>
Total Principal Payments on Debt Service in Lieu of Depreciation	422,500						422,500	408,750	13,750	3.4%
<b>Total Operating Appropriations</b>	<b>13,196,990</b>	-	-	-	-	-	<b>13,196,990</b>	<b>12,775,600</b>	<b>421,390</b>	<b>3.3%</b>
<b>NON-OPERATING APPROPRIATIONS</b>										
Total Interest Payments on Debt	294,050						294,050	294,450	(400)	-0.1%
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve	250,000						250,000	250,000	-	0.0%
Municipality/County Appropriation							-	-	-	#DIV/0!
Other Reserves	350,000						350,000	350,000	-	0.0%
<b>Total Non-Operating Appropriations</b>	<b>894,050</b>	-	-	-	-	-	<b>894,050</b>	<b>894,450</b>	<b>(400)</b>	<b>0.0%</b>
<b>TOTAL APPROPRIATIONS</b>	<b>14,091,040</b>	-	-	-	-	-	<b>14,091,040</b>	<b>13,670,050</b>	<b>420,990</b>	<b>3.1%</b>
<b>ACCUMULATED DEFICIT</b>							-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>14,091,040</b>	-	-	-	-	-	<b>14,091,040</b>	<b>13,670,050</b>	<b>420,990</b>	<b>3.1%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>										
Municipality/County Appropriation							-	-	-	#DIV/0!
Other	92,040						92,040	-	92,040	#DIV/0!
<b>Total Unrestricted Net Position Utilized</b>	<b>92,040</b>	-	-	-	-	-	<b>92,040</b>	-	<b>92,040</b>	<b>#DIV/0!</b>
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 13,999,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,999,000</b>	<b>\$ 13,670,050</b>	<b>\$ 328,950</b>	<b>2.4%</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 \$ 659,849.50 \$ - \$ - \$ - \$ - \$ - \$ - \$ 659,849.50



# Prior Year Adopted Appropriations Schedule

## Manasquan River Regional Sewerage Authority

	<i>FY 2018 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	\$ 401,700						\$ 401,700
Fringe Benefits	395,780						395,780
Total Administration - Personnel	797,480	-	-	-	-	-	797,480
<i>Administration - Other (List)</i>							
Professional Services	152,000						152,000
Property and Liability Insurance	73,500						73,500
Telephone/Internet	24,500						24,500
Office Equipment Maintenance	47,500						47,500
Miscellaneous Administration*	35,750						35,750
Total Administration - Other	333,250	-	-	-	-	-	333,250
Total Administration	1,130,730	-	-	-	-	-	1,130,730
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	770,000						770,000
Fringe Benefits	379,120						379,120
Total COPS - Personnel	1,149,120	-	-	-	-	-	1,149,120
<i>Cost of Providing Services - Other (List)</i>							
OCUA/BTMUA Treatment Costs	9,160,500						9,160,500
Electricity	225,000						225,000
Emergency Repairs	100,000						100,000
Capital Outlay Expenses	115,500						115,500
Miscellaneous COPS*	486,000						486,000
Total COPS - Other	10,087,000	-	-	-	-	-	10,087,000
Total Cost of Providing Services	11,236,120	-	-	-	-	-	11,236,120
Total Principal Payments on Debt Service in Lieu of Depreciation	408,750	-	-	-	-	-	408,750
Total Operating Appropriations	12,775,600	-	-	-	-	-	12,775,600
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	294,450	-	-	-	-	-	294,450
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	250,000						250,000
Municipality/County Appropriation							-
Other Reserves	350,000						350,000
Total Non-Operating Appropriations	894,450	-	-	-	-	-	894,450
<b>TOTAL APPROPRIATIONS</b>	<b>13,670,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,670,050</b>
<b>ACCUMULATED DEFICIT</b>							<b>-</b>
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>13,670,050</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,670,050</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other							-
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 13,670,050</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,670,050</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    \$ 638,780.00    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 638,780.00

## Debt Service Schedule - Principal

Manasquan River Regional Sewerage Authority									
	<i>Fiscal Year Ending in</i>								
If Authority has no debt X this box <span style="border: 1px solid black; display: inline-block; width: 50px; height: 15px; vertical-align: middle;"></span>	Adopted Budget Year 2018	Proposed Budget Year 2019	2020	2021	2022	2023	2024	Thereafter	Total Principal Outstanding
<i>Regional Sewer</i>									
2013 MCIA Sewer Revenue Bonds	\$ 305,000	\$ 310,000	\$ 325,000	\$ 335,000	\$ 350,000	\$ 370,000	\$ 385,000	\$ 1,750,000	\$ 3,825,000
Anticipated Financing	103,750	112,500	405,000	455,000	472,500	510,000		5,375,000	7,330,000
Type in Issue Name									-
Type in Issue Name									-
Total Principal	408,750	422,500	730,000	790,000	822,500	880,000	385,000	7,125,000	11,155,000
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<b>TOTAL PRINCIPAL ALL OPERATIONS</b>	<b>\$ 408,750</b>	<b>\$ 422,500</b>	<b>\$ 730,000</b>	<b>\$ 790,000</b>	<b>\$ 822,500</b>	<b>\$ 880,000</b>	<b>\$ 385,000</b>	<b>\$ 7,125,000</b>	<b>\$ 11,155,000</b>

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

*Fiscal Year Ending in*

	Adopted Budget Year 2018	Proposed Budget Year 2019	2020	2021	2022	2023	2024	Thereafter	Total Interest Payments Outstanding
<i>Regional Sewer</i>									
MCIA Sewer Revenue Bonds	\$ 190,700	\$ 181,550	\$ 169,150	\$ 156,150	\$ 143,750	\$ 125,250	\$ 106,750	\$ 224,250	\$ 1,106,850
Anticipated Financing	103,750	112,500	405,000	455,000	472,500	510,000		5,375,000	7,330,000
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	294,450	294,050	574,150	611,150	616,250	635,250	106,750	5,599,250	8,436,850
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<b>TOTAL INTEREST ALL OPERATIONS</b>	<b>\$ 294,450</b>	<b>\$ 294,050</b>	<b>\$ 574,150</b>	<b>\$ 611,150</b>	<b>\$ 616,250</b>	<b>\$ 635,250</b>	<b>\$ 106,750</b>	<b>\$ 5,599,250</b>	<b>\$ 8,436,850</b>

# Net Position Reconciliation

## Manasquan River Regional Sewerage Authority

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

### FY 2019 Proposed Budget

	Regional Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)</b>	\$ 12,617,375						\$ 12,617,375
Less: Invested in Capital Assets, Net of Related Debt (1)	9,215,349						9,215,349
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)							-
Total Unrestricted Net Position (1)	3,402,026	-	-	-	-	-	3,402,026
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization	1,200,000						1,200,000
Less: Other Designated by Resolution	4,801,537						4,801,537
Plus: Accrued Unfunded Pension Liability (1)	2,777,674						2,777,674
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							-
Plus: Estimated Income (Loss) on Current Year Operations (2)	1,831,213						1,831,213
Plus: Other Adjustments (attach schedule)	730,963						730,963
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	2,740,339	-	-	-	-	-	2,740,339
Unrestricted Net Position Utilized to Balance Proposed Budget	92,040	-	-	-	-	-	92,040
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	92,040	-	-	-	-	-	92,040
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>							
<b>Last issued Audit Report (4)</b>	\$ 2,648,299	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,648,299

(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      \$ 659,850    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 659,850

(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:	
Prior Year Open Encumbrances at Year End	\$ (146,681)
Accrued Expenses Payable	\$ 28,090
Accrued Interest Payable	\$ 79,458
Compensated Absences Payable	\$ 26,284
Assets Restricted for Capital Purchases	\$ 124,392
Unearned Profit on Sales Leaseback	\$ 649,784
Inventory	<u>\$ (30,364)</u>
 Total Adjustments	 <u><u>\$ 730,963</u></u>

2019

**MANASQUAN RIVER REGIONAL  
SEWERAGE AUTHORITY**

**AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM**

# 2019 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

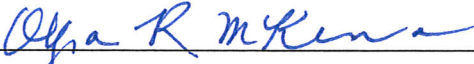
## MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY

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

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Manasquan River Regional Sewerage Authority, on the 17<sup>th</sup> day of October, 2018.

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		

# 2019 CAPITAL BUDGET/PROGRAM MESSAGE

## MANASQUAN RIVER REGIONAL SEWERAGE AUTHORITY

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

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

**Commissioners from each Member Municipality participated 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 developed a running 15-year Capital Improvement Program (CIP), in which all Commissioners, Authority Professionals and key staff participated. The running 15-year CIP was developed using a risk-based assessment, provides a comprehensive identification of the Authority's capital needs, provides estimated funding requirements based upon engineering project cost estimates, and prioritizes projects based upon risk. A financial model was concurrently developed to assist in planning for implementation of the program. All projects and their corresponding funding sources, provided within the proposed 2019 Capital Budget, have been identified 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 identified 2019 capital projects is anticipated to be derived from existing sewer revenue bonds (through the Monmouth County Improvement Authority), the 2019 operating budget, unrestricted net assets (Capital Reserve), as well as anticipated financing sources. The proposed Bulk Rate increase of 3.00% takes into consideration present and future operational and capital funding needs and demonstrates proactive fiscal practices by the Authority's Board. Reasonable impacts are anticipated when compared to the net benefit that a comprehensive 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.**



# Proposed Capital Budget

Manasquan River Regional Sewerage Authority  
For the Period January 1, 2019 to December 31, 2019

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources	
<i>Regional Sewer</i>						
See Attached Detailed Schedule	\$ 11,044,475	\$ -	\$ 3,151,975	\$ 6,871,500	\$ -	\$ 1,021,000
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	11,044,475	-	3,151,975	6,871,500	-	1,021,000
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 11,044,475</b>	<b>\$ -</b>	<b>\$ 3,151,975</b>	<b>\$ 6,871,500</b>	<b>\$ -</b>	<b>\$ 1,021,000</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.

**2019 Proposed Capital Budget  
(Detailed Schedule)**

Manasquan River Regional Sewerage Authority  
For the Period January 1, 2019 to December 31, 2019

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve (*1)	Debt Authorization	Capital Grants	Other Sources (*2)
<i>Regional Sewer</i>						
<b><u>ROUTE 9 FORCE MAIN &amp; ROUTE 547 FORCE MAIN</u></b>						
1. Procurement of Emergency Replacement Parts (MRRSA Con. 61)	\$106,800		\$106,800			
2. Chemical System Upgrades	\$543,000			\$543,000		
<b><u>UPPER/LOWER/MINGAMAHONE PUMP STATIONS</u></b>						
3. LMPS Comminutor System Upgrades (MRRSACon. 53)	\$210,200		\$210,200			
4. SCADA Implementation (MRRSA Con. 54)	\$300,000		\$300,000			
5. LMPS Pump Rehad and Check Valve Replacements (MRRSA Con. 56)	\$150,725		\$150,725			
6. UMPS Spare Parts Procurement (MRRSA Con. 57)	\$170,000		\$170,000			
7. Mingamahone Pump Station Improvements (MRRSA Con. 58)	\$2,390,000			\$2,390,000		
8. UMPS Genset Plug System Installation (MRRSA Con. 60)	\$114,500					\$114,500
9. UMPS Improvements (Design/Legal/Permits)	\$1,025,000			\$1,025,000		
<b><u>INTERCEPTORS/MANHOLES</u></b>						
10. System Wide MH Casting Replacements (MRRSA Con. 55)	\$148,500					\$148,500
11. System Wide Interceptor Pipeline Assessment	\$818,000		\$60,000			\$758,000
12. Smith Street Root Removal	\$40,500		\$40,500			
13. Easement Accessibility Improvements	\$208,000		\$208,000			
<b><u>METER CHAMBERS</u></b>						
14. Rehabilitation of Meter Chambers 1MC-1, 2MC-4, 5MC-2, 6MC-3, 7MC-1 and 8MC-1	\$1,725,000			\$1,725,000		
15. Meter Chamber Access Improvements	\$477,000			\$477,000		
<b><u>HEADQUARTERS</u></b>						
16. HQ Roof/HVAC/Lighting Improvements (MRRSA Con. 59)	\$1,259,750		\$1,259,750			
17. HQ Complex Building Improvements Evaluation	\$39,000		\$39,000			
<b><u>VEHICLE FLEET</u></b>						
18. MRRSA Vehicle Fleet Replacement	\$556,500			\$556,500		
19. Portable Diesel 8" Suction Lift Trailer Mounted Pump	\$155,000			\$155,000		
<b><u>EVALUATIONS/STUDIES</u></b>						
20. Computer System Model (Phase 2)	\$85,000		\$85,000			
21. UMPS/HQ Facility Master Plan	\$97,500		\$97,500			
22. LMPS Facility Master Plan	\$42,500		\$42,500			
23. Chemical System Evaluation	\$127,000		\$127,000			
24. Advanced WRRF Facilities Study	\$255,000		\$255,000			
<b>Total:</b>	<b>\$11,044,475</b>	<b>\$0</b>	<b>\$3,151,975</b>	<b>\$6,871,500</b>	<b>\$0</b>	<b>\$1,021,000</b>
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$11,044,475</b>	<b>\$0</b>	<b>\$3,151,975</b>	<b>\$6,871,500</b>	<b>\$0</b>	<b>\$1,021,000</b>

(\*1) The MRRSA has established a "Capital Reserve" to fund ongoing capital improvements projects and proposes to use this fund in lieu of a "Renewal & Replacement Reserve". A "Renewal & Replacement Reserve" has been established by the MRRSA but has been identified for a different purpose.

(\*2) The MRRSA has proceeds from issuance of Series 2013A Sewer Revenue Bonds through the Monmouth County Improvement Authority (MCIA). Use of these proceeds through the MCIA has been included within the "Other Sources" category.

# 5 Year Capital Improvement Plan

## Manasquan River Regional Sewerage Authority

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

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget					
		Year 2019	2020	2021	2022	2023	2024
<i>Regional Sewer</i>							
See Attached Detailed Schedule	\$ 25,981,475	\$ 11,044,475	\$ 11,373,000	\$ 360,000	\$ 16,000	\$ 1,953,000	\$ 1,235,000
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	25,981,475	11,044,475	11,373,000	360,000	16,000	1,953,000	1,235,000
<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>\$ 25,981,475</b>	<b>\$ 11,044,475</b>	<b>\$ 11,373,000</b>	<b>\$ 360,000</b>	<b>\$ 16,000</b>	<b>\$ 1,953,000</b>	<b>\$ 1,235,000</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, 2019 to December 31, 2019

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Regional Sewer</i>						
See Attached Detailed Schedule	\$ 25,981,475	\$ 1,046,000	\$ 3,672,975	\$ 20,241,500		\$ 1,021,000
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	25,981,475	1,046,000	3,672,975	20,241,500	-	1,021,000
<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>	\$ 25,981,475	\$ 1,046,000	\$ 3,672,975	\$ 20,241,500	\$ -	\$ 1,021,000
Total 5 Year Plan per CB-4	\$ 25,981,475					
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.