

# *Authority Budget of:*

## *Eatontown Sewerage Authority*

**State Filing Year**

**2018**

*For the Period:*

*January 1, 2018*

*to*

*December 31, 2018*

**[www.theesa.org](http://www.theesa.org)**

Authority Web Address

**Department Of**



**Community  
Affairs**

*Division of Local Government Services*

# **2018 AUTHORITY BUDGET**

## **Certification Section**

2018

**Eatontown Sewerage Authority**

(Name)

**AUTHORITY BUDGET**

**FISCAL YEAR: FROM January 1, 2018 TO December 31, 2018**

**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: \_\_\_\_\_ Date: \_\_\_\_\_

**CERTIFICATION OF ADOPTED BUDGET**

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

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

By: \_\_\_\_\_ Date: \_\_\_\_\_

# 2018 PREPARER'S CERTIFICATION

## Eatontown Sewerage Authority

(Name)

### AUTHORITY BUDGET

**FISCAL YEAR:** FROM: January 1, 2018 **TO:** December 31, 2018

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:	Robert S. Oliwa, CPA, RMA #414		
Title:	Auditor		
Address:	3 Broad Street Freehold, NJ 07728		
Phone Number:	732-780-5106	Fax Number:	732-780-3522
E-mail address	roliwa@oliwacpas.com		

# 2018 APPROVAL CERTIFICATION

## Eatontown Sewerage Authority

(Name)

### AUTHORITY BUDGET

**FISCAL YEAR:**    **FROM:**    January 1, 2018    **TO:**    December 31, 2018

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 Eatontown Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 12<sup>th</sup> day of December, 2017.

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:	Anthony Gaetano		
Title:	Secretary		
Address:	47 Broad Street Eatontown, NJ 07724		
Phone Number:	732-389-7605	Fax Number:	732-935-0785
E-mail address	<a href="mailto:info@theesa.org">info@theesa.org</a>		

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address: \_\_\_\_\_

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 \_\_\_\_\_

Title of Officer Certifying compliance \_\_\_\_\_

Signature \_\_\_\_\_

**2018 AUTHORITY BUDGET RESOLUTION**  
**Eatontown Sewerage Authority**  
(Name)

**FISCAL YEAR:    FROM:    January 1, 2018    TO:    December 31, 2018**

WHEREAS, the Annual Budget and Capital Budget for the Eatontown Sewerage Authority for the fiscal year beginning, January 1, 2018 and ending, December 31, 2018 has been presented before the governing body of the Eatontown Sewerage Authority at its open public meeting of December 12, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$3,410,106, Total Appropriations, including any Accumulated Deficit if any, of \$3,410,106 and no Unrestricted Net Position utilized; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$600,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$600,000; and

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

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Eatontown Sewerage Authority, at an open public meeting held on December 12, 2017 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Eatontown Sewerage Authority for the fiscal year beginning, January 1, 2018 and ending December 31, 2018 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 Eatontown Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on January 9, 2018.

\_\_\_\_\_  
(Secretary's Signature)

\_\_\_\_\_  
(Date)

Governing Body  
Member:

Recorded Vote

Aye

Nay

Abstain

Absent

# 2018 ADOPTION CERTIFICATION

## Eatontown Sewerage Authority

(Name)

### AUTHORITY BUDGET

**FISCAL YEAR:**    **FROM:**    January 1, 2018    **TO:**    December 31, 2018

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 Eatontown Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 9th day of, January, 2018.

Officer's Signature:			
Name:	Anthony Gaetano		
Title:	Secretary		
Address:	47 Broad Street Eatontown, NJ 07724		
Phone Number:	732-389-7605	Fax Number:	732-935-0785
E-mail address	<a href="mailto:info@theesa.org">info@theesa.org</a>		



# 2018 ADOPTED BUDGET RESOLUTION

## Eatontown Sewerage Authority

(Name)

## AUTHORITY

**FISCAL YEAR:      FROM:                      TO:**

WHEREAS, the Annual Budget and Capital Budget/Program for the Eatontown Sewerage Authority for the fiscal year beginning January 1, 2018 and ending, December 31, 2018 has been presented for adoption before the governing body of the Eatontown Sewerage Authority at its open public meeting of January 9<sup>th</sup>, 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 presented for adoption reflects Total Revenues of \$3,410,106, Total Appropriations, including any Accumulated Deficit, if any, of \$3,410,106 and no Unrestricted Net Position utilized; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$600,000 and Total Unrestricted Net Position planned to be utilized of \$600,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Eatontown Sewerage Authority, at an open public meeting held on January 9, 2018 that the Annual Budget and Capital Budget/Program of the Eatontown Authority for the fiscal year beginning, January 1, 2018 and, ending, December 31, 2018 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

\_\_\_\_\_  
(Secretary's Signature)

\_\_\_\_\_  
(Date)

Governing Body  
Member:

Recorded Vote

Aye

Nay

Abstain

Absent

# **2018 AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2018 AUTHORITY BUDGET MESSAGE & ANALYSIS

## Eatontown Sewerage Authority

(Name)

### AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2018 TO: December 31, 2018

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

1. Complete a brief statement on the 2018/2018-2019 proposed Annual Budget and make comparison to the 2017/2017-2018 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.

2018 budget appropriations have increased by 3.10% or \$102,135 over the 2017 level. The largest budgeted increase is for regional disposal charges in the amount of \$100,000. Legal fees decreased in 2018 by \$5,000 or 16.70%, special counsel was hired in 2017 for employment issues.

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 structure of the 2018 budget will not likely generate additional surplus balance. In 2018 residential connection fees, interest on delinquent balances and interest on investments were anticipated to support the 2018 budget, due to the increase in 2018 proposed appropriations. In addition, \$600,000 of unrestricted net position will be utilized to fund 2018 capital program. It is anticipated that a rate increase will not be deemed necessary for 2019.

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 anticipated level of local/regional economy activity for 2018 should have no significant impact on the realization of budgeted revenues.

4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered.

Not Applicable

5. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.).

Not Applicable

# 2018 AUTHORITY BUDGET MESSAGE & ANALYSIS

## Eatontown Sewerage Authority

(Name)

### AUTHORITY BUDGET

**FISCAL YEAR:**    **FROM:**    January 1, 2018    **TO:**    December 31, 2018

6. The proposed budget must not reflect an anticipated deficit from 2018/2018-2019 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**)

Not Applicable

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.

Not Applicable

# AUTHORITY CONTACT INFORMATION

## 2018

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

<b>Name of Authority:</b>	Eatontown Sewerage Authority		
<b>Federal ID Number:</b>	21-6007161		
<b>Address:</b>	47 Broad Street		
<b>City, State, Zip:</b>	Eatontown	NJ	07724
<b>Phone: (ext.)</b>	732-389-7605	<b>Fax:</b>	732-935-0785

<b>Preparer's Name:</b>	Robert S. Oliwa, CPA, RMA #414		
<b>Preparer's Address:</b>	3 Broad Street		
<b>City, State, Zip:</b>	Freehold	NJ	07728
<b>Phone: (ext.)</b>	732-780-5106	<b>Fax:</b>	732-780-3522
<b>E-mail:</b>	rolowa@oliwacpas.com		

<b>Chief Executive Officer:</b>	Theodore F. Lewis, Jr.		
<b>Phone: (ext.)</b>	732-389-7605	<b>Fax:</b>	732-935-0785
<b>E-mail:</b>	info@theesa.org		

<b>Chief Financial Officer:</b>	Anita Andrus		
<b>Phone: (ext.)</b>	732-389-7605	<b>Fax:</b>	732-935-0785
<b>E-mail:</b>	info@theesa.org		

<b>Name of Auditor:</b>	Robert S. Oliwa, CPA, RMA #414		
<b>Name of Firm:</b>	Oliwa & Company		
<b>Address:</b>	3 Broad Street		
<b>City, State, Zip:</b>	Freehold	NJ	07728
<b>Phone: (ext.)</b>	732-780-5106	<b>Fax:</b>	732-780-3522
<b>E-mail:</b>	rolowa@oliwacpas.com		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Eatontown Sewerage Authority

(Name)

FISCAL YEAR: FROM: January 1, 2018 TO: December 31, 2018

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 2016 or 2017**) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 14
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use **Most Recent W-3 Available 2016 or 2017**) Transmittal of Wage and Tax Statements: \$400,635.71
- 3) Provide the number of regular voting members of the governing body: 5
- 4) Provide the number of alternate voting members of the governing body: 0
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? No If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (**Most Recent Filing that March 31, 2017 or 2018 deadline has passed 2017 or 2018**) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) Yes If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? No
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? No
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NoIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. ? No If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authorities procedures for all employees.**

The Authority's Executive Director does performance evaluations and discusses with the Commissioners if employees should receive raises. The commissioners then discuss and determine raises for all employees in executive session.

- 11) Did the Authority pay for meals or catering during the current fiscal year? No *If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? No *If "yes," **attach a detailed list of all travel expenses** for the current fiscal year and provide an explanation for each expenditure listed.*
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
  - a. First class or charter travel No
  - b. Travel for companions No
  - c. Tax indemnification and gross-up payments No
  - d. Discretionary spending account No
  - e. Housing allowance or residence for personal use No
  - f. Payments for business use of personal residence No
  - g. Vehicle/auto allowance or vehicle for personal use No
  - h. Health or social club dues or initiation fees No
  - i. Personal services (i.e.: maid, chauffeur, chef) No*If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? Yes *If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? No *If "yes," attach explanation including amount paid.*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? No *If "yes," attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? N/A *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**

**Eatontown Sewerage Authority**

(Name)

**FISCAL YEAR:**                      **FROM:** January 1, 2018    **TO:** December 31, 2018

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

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



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

For the Period **January 1, 2018** to **December 31, 2018**  
**Eatontown Sewerage Authority**

Position (Can Check more than 1 Column for each person) Reportable Compensation from Authority (W-2/1099)

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Commissioner	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
1 Brian Charnick	Chairman	One	x					\$ 1,000				\$ 1,000							\$ 1,000
2 Ben Caviglia	Vice-Chairman	One	x					1,000				1,000							1,000
3 Anthony Gaetano	Secretary	One	x					1,000				1,000							1,000
4 Peter Berkley	Member	One	x					1,000				1,000							1,000
5 Herman Redd	Member	One	x					1,000				1,000							1,000
6 Theodore Lewis	Executive Director	Fifteen		x				14,313		14,000		28,313							28,313
7 Anita Andrus	CFO	Forty		x				72,906		27,000		99,906							99,906
8												0							0
9												0							0
10												0							0
11												0							0
12												0							0
13												0							0
14												0							0
15												0							0
Total:								\$ 92,219	\$ -	\$ -	\$ -	\$ 133,219					\$ -	\$ -	\$ 133,219

(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

Eatontown Sewerage Authority

For the Period January 1, 2018 to December 31, 2018

	Annual Cost		Total Cost		# of Covered		Annual Cost		Total Prior		% Increase	
	# of Covered Members (Medical & Rx) Proposed Budget	Estimate per Employee Proposed Budget	Estimate Proposed Budget	Proposed Budget	Members (Medical & Rx) Current Year	Current Year	per Employee Current Year	Current Year	year Year Cost	year Year Cost	(Decrease)	(Decrease)
<b>Active Employees - Health Benefits - Annual Cost</b>												
Single Coverage	2	\$ 13,116	\$ 26,232	\$ 26,232	2	\$ 13,296	\$ 26,592	\$ (360)			-1.4%	
Parent & Child	1	19,272	19,272	19,272	1	19,548	19,548	(276)			-1.4%	
Employee & Spouse (or Partner)	1	28,344	28,344	28,344	1	28,764	28,764	(420)			-1.5%	
Family	2	33,408	66,816	66,816	2	33,888	67,776	(960)			-1.4%	
Employee Cost Sharing Contribution (enter as negative - )			(28,348)	(28,348)			(27,358)	(990)			3.6%	
Subtotal	6		112,316	112,316	6		115,322	(3,006)			-2.6%	
<b>Commissioners - Health Benefits - Annual Cost</b>												
Single Coverage			-	-			-	-			#DIV/0!	
Parent & Child			-	-			-	-			#DIV/0!	
Employee & Spouse (or Partner)			-	-			-	-			#DIV/0!	
Family			-	-			-	-			#DIV/0!	
Employee Cost Sharing Contribution (enter as negative - )											#DIV/0!	
Subtotal	0		-	-	0		-	-			#DIV/0!	
<b>Retirees - Health Benefits - Annual Cost</b>												
Single Coverage			-	-			-	-			#DIV/0!	
Parent & Child			-	-			-	-			#DIV/0!	
Employee & Spouse (or Partner)			-	-			-	-			#DIV/0!	
Family			-	-			-	-			#DIV/0!	
Employee Cost Sharing Contribution (enter as negative - )											#DIV/0!	
Subtotal	0		-	-	0		-	-			#DIV/0!	
<b>GRAND TOTAL</b>	<b>6</b>		<b>\$ 112,316</b>	<b>\$ 112,316</b>	<b>6</b>		<b>\$ 115,322</b>	<b>\$ (3,006)</b>			<b>-2.6%</b>	

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

No	Yes or No
No	Yes or No

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

## Schedule of Accumulated Liability for Compensated Absences

# Eatontown 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 End of Last Issued Audit Report	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
		3	\$			
Ted Lewis			185			
Anita Andrus		54.5	17,340			
Michelle Hu		42.5	8,227			
Richard Johnson		80	31,931			
Herb Volner		87.5	25,024			
Kevin Carrino		21.5	4,049			
Total liability for accumulated compensated absences at beginning of current year			\$ 86,756			

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

## Schedule of Shared Service Agreements

For the Period	January 1, 2018	to	December 31, 2018
<b>Eatontown Sewerage Authority</b>			

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

[illegible]

**If No Shared Services X this Box**

# **2018 AUTHORITY BUDGET**

## **Financial Schedules Section**

# SUMMARY

Eatontown Sewerage Authority  
For the Period January 1, 2018 to December 31, 2018

	<i>FY 2018 Proposed Budget</i>						<i>FY 2017 Adopted Budget</i>		<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	Sewage Disposal	N/A	N/A	N/A	N/A	N/A	Total All Operations	All Operations		
<b>REVENUES</b>										
Total Operating Revenues	\$ 3,362,106	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,362,106	\$ 3,307,971	\$ 54,135	1.6%
Total Non-Operating Revenues	48,000	-	-	-	-	-	48,000	-	48,000	#DIV/0!
Total Anticipated Revenues	3,410,106	-	-	-	-	-	3,410,106	3,307,971	102,135	3.1%
<b>APPROPRIATIONS</b>										
Total Administration	495,370	-	-	-	-	-	495,370	486,705	8,665	1.8%
Total Cost of Providing Services	2,665,725	-	-	-	-	-	2,665,725	2,568,635	97,090	3.8%
Total Principal Payments on Debt Service in Lieu of Depreciation	218,831	-	-	-	-	-	218,831	218,831	-	0.0%
Total Operating Appropriations	3,379,926	-	-	-	-	-	3,379,926	3,274,171	105,755	3.2%
Total Interest Payments on Debt	30,180	-	-	-	-	-	30,180	33,800	(3,620)	-10.7%
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	30,180	-	-	-	-	-	30,180	33,800	(3,620)	-10.7%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	3,410,106	-	-	-	-	-	3,410,106	3,307,971	102,135	3.1%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	3,410,106	-	-	-	-	-	3,410,106	3,307,971	102,135	3.1%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

## Revenue Schedule

**Eatontown Sewerage Authority**

For the Period January 1, 2018 to December 31, 2018

	FY 2018 Proposed Budget						FY 2017 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Sewage Disposal	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING REVENUES										
Service Charges										
Residential	2,400,896						\$ 2,400,896	\$ 2,368,208	\$ 32,688	1.4%
Business/Commercial	923,660						923,660	912,544	11,116	1.2%
Industrial							-	-	-	#DIV/0!
Intergovernmental	27,550						27,550	27,219	331	1.2%
Other							-	-	-	#DIV/0!
Total Service Charges	3,352,106	-	-	-	-	-	3,352,106	3,307,971	44,135	1.3%
Connection Fees										
Residential	10,000						10,000	-	10,000	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Connection Fees	10,000	-	-	-	-	-	10,000	-	10,000	#DIV/0!
Parking Fees										
Meters							-	-	-	#DIV/0!
Permits							-	-	-	#DIV/0!
Fines/Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Parking Fees	-	-	-	-	-	-	-	-	-	#DIV/0!
Other Operating Revenues (List)										
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	-	#DIV/0!
Total Other Revenue	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Operating Revenues	3,362,106	-	-	-	-	-	3,362,106	3,307,971	54,135	1.6%
NON-OPERATING REVENUES										
Other Non-Operating Revenues (List)										
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	-	-	#DIV/0!
Interest on Investments & Deposits (List)										
Interest Earned	21,000						21,000	-	21,000	#DIV/0!
Penalties	27,000						27,000	-	27,000	#DIV/0!
Other							-	-	-	#DIV/0!
Total Interest	48,000	-	-	-	-	-	48,000	-	48,000	#DIV/0!
Total Non-Operating Revenues	48,000	-	-	-	-	-	48,000	-	48,000	#DIV/0!
TOTAL ANTICIPATED REVENUES	\$ 3,410,106	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,410,106	\$ 3,307,971	\$ 102,135	3.1%

# Prior Year Adopted Revenue Schedule

## Eatontown Sewerage Authority

FY 2017 Adopted Budget							
	Sewage Disposal	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING REVENUES</b>							
<i>Service Charges</i>							
Residential	2,368,208						\$ 2,368,208
Business/Commercial	912,544						912,544
Industrial							-
Intergovernmental	27,219						27,219
Other							-
Total Service Charges	3,307,971	-	-	-	-	-	3,307,971
<i>Connection Fees</i>							
Residential							-
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	-	-	-	-	-	-	-
<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	3,307,971	-	-	-	-	-	3,307,971
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Other Non-Operating Revenues	-	-	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>							
Interest Earned							-
Penalties							-
Other							-
Total Interest	-	-	-	-	-	-	-
Total Non-Operating Revenues	-	-	-	-	-	-	-
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 3,307,971</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,307,971</b>



# Appropriations Schedule

## Eatontown Sewerage Authority

For the Period January 1, 2018 to December 31, 2018

	<b>FY 2018 Proposed Budget</b>						<b>FY 2017 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	<b>Sewage Disposal</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations</b>
<b>OPERATING APPROPRIATIONS</b>									
<i>Administration - Personnel</i>									
Salary & Wages	\$ 193,000						\$ 193,000	\$ 184,000	\$ 9,000 4.9%
Fringe Benefits	132,736						132,736	140,760	(8,024) -5.7%
Total Administration - Personnel	325,736	-	-	-	-	-	325,736	324,760	976 0.3%
<i>Administration - Other (List)</i>									
Legal Fees	25,000						25,000	30,000	(5,000) -16.7%
							-	-	#DIV/0!
							-	-	#DIV/0!
							-	-	#DIV/0!
Miscellaneous Administration*	144,634						144,634	131,945	12,689 9.6%
Total Administration - Other	169,634	-	-	-	-	-	169,634	161,945	7,689 4.7%
Total Administration	495,370	-	-	-	-	-	495,370	486,705	8,665 1.8%
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages	227,000						227,000	216,000	11,000 5.1%
Fringe Benefits	156,119						156,119	165,240	(9,121) -5.5%
Total COPS - Personnel	383,119	-	-	-	-	-	383,119	381,240	1,879 0.5%
<i>Cost of Providing Services - Other (List)</i>									
Regional Disposal Charges	2,100,000						2,100,000	2,000,000	100,000 5.0%
Repairs and Maintenance	75,000						75,000	75,000	- 0.0%
Electricity	38,000						38,000	38,000	- 0.0%
							-	-	#DIV/0!
Miscellaneous COPS*	69,606						69,606	74,395	(4,789) -6.4%
Total COPS - Other	2,282,606	-	-	-	-	-	2,282,606	2,187,395	95,211 4.4%
Total Cost of Providing Services	2,665,725	-	-	-	-	-	2,665,725	2,568,635	97,090 3.8%
Total Principal Payments on Debt Service in Lieu of Depreciation	218,831	-	-	-	-	-	218,831	218,831	- 0.0%
Total Operating Appropriations	3,379,926	-	-	-	-	-	3,379,926	3,274,171	105,755 3.2%
<b>NON-OPERATING APPROPRIATIONS</b>									
Total Interest Payments on Debt	30,180	-	-	-	-	-	30,180	33,800	(3,620) -10.7%
Operations & Maintenance Reserve							-	-	#DIV/0!
Renewal & Replacement Reserve							-	-	#DIV/0!
Municipality/County Appropriation							-	-	#DIV/0!
Other Reserves							-	-	#DIV/0!
Total Non-Operating Appropriations	30,180	-	-	-	-	-	30,180	33,800	(3,620) -10.7%
<b>TOTAL APPROPRIATIONS</b>	<b>3,410,106</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,410,106</b>	<b>3,307,971</b>	<b>102,135 3.1%</b>
<b>ACCUMULATED DEFICIT</b>									
							-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>3,410,106</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,410,106</b>	<b>3,307,971</b>	<b>102,135 3.1%</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>\$ 3,410,106</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,410,106</b>	<b>\$ 3,307,971</b>	<b>\$ 102,135 3.1%</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 \$ 168,996.30 \$ - \$ - \$ - \$ - \$ - \$ - \$ 168,996.30

# Prior Year Adopted Appropriations Schedule

## Eatontown Sewerage Authority

	FY 2017 Adopted Budget						
	Sewage Disposal	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 184,000						\$ 184,000
Fringe Benefits	140,760						140,760
Total Administration - Personnel	324,760	-	-	-	-	-	324,760
<i>Administration - Other (List)</i>							
Legal Fees	30,000						30,000
							-
							-
Miscellaneous Administration*	131,945						131,945
Total Administration - Other	161,945	-	-	-	-	-	161,945
Total Administration	486,705	-	-	-	-	-	486,705
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	216,000						216,000
Fringe Benefits	165,240						165,240
Total COPS - Personnel	381,240	-	-	-	-	-	381,240
<i>Cost of Providing Services - Other (List)</i>							
Regional Disposal Charges	2,000,000						2,000,000
Repairs and Maintenance	75,000						75,000
Electricity	38,000						38,000
							-
Miscellaneous COPS*	74,395						74,395
Total COPS - Other	2,187,395	-	-	-	-	-	2,187,395
Total Cost of Providing Services	2,568,635	-	-	-	-	-	2,568,635
Total Principal Payments on Debt Service in Lieu of Depreciation	218,831	-	-	-	-	-	218,831
Total Operating Appropriations	3,274,171	-	-	-	-	-	3,274,171
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	33,800	-	-	-	-	-	33,800
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	33,800	-	-	-	-	-	33,800
<b>TOTAL APPROPRIATIONS</b>	3,307,971	-	-	-	-	-	3,307,971
<b>ACCUMULATED DEFICIT</b>							-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	3,307,971	-	-	-	-	-	3,307,971
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other							-
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 3,307,971	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,307,971

\* 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 \$ 163,708.55 \$ - \$ - \$ - \$ - \$ - \$ - \$ 163,708.55



## Debt Service Schedule - Interest

Eatontown Sewerage Authority

If Authority has no debt X this box

	Adopted Budget Year 2017	Proposed Budget Year 2018	Fiscal Year Ending in					Thereafter	Total Interest Payments Outstanding
			2019	2020	2021	2022	2023		
<i>Sewage Disposal</i>									
NJEIT Loan	\$ 33,800	\$ 30,180	\$ 27,680	\$ 25,600	\$ 23,520	\$ 21,280	\$ 19,000	\$ 59,640	\$ 206,900
									-
									-
Total Interest Payments	33,800	30,180	27,680	25,600	23,520	21,280	19,000	59,640	206,900
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
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>									
	\$ 33,800	\$ 30,180	\$ 27,680	\$ 25,600	\$ 23,520	\$ 21,280	\$ 19,000	\$ 59,640	\$ 206,900

# Net Position Reconciliation

Eatontown Sewerage Authority

For the Period January 1, 2018 to December 31, 2018

## FY 2018 Proposed Budget

Sewage	N/A	N/A	N/A	N/A	N/A	Total All
Disposal						Operations
\$ 9,848,038						\$9,848,038
7,331,104						7,331,104
113,535						113,535
2,403,399	-	-	-	-	-	2,403,399
1,487,581						1,487,581
810,952						810,952
200,000						200,000
4,901,932	-	-	-	-	-	4,901,932
-	-	-	-	-	-	-
600,000	-	-	-	-	-	600,000
-	-	-	-	-	-	-
600,000	-	-	-	-	-	600,000
\$ 4,301,932	\$	\$	\$	\$	\$	\$ 4,301,932

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

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

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

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

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

#### Last issued Audit Report (4)

- (1) Total of all operations for this line item must agree to audited financial statements.
- (2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.
- (3) Amount may not exceed 5% of total operating appropriations. See calculation below.
  - Maximum Allowable Appropriation to Municipality/County \$ 168,996 \$ - \$ - \$ - \$ - \$ - \$ 168,996
- (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.

2018

Eatontown Sewerage Authority  
(Name)

AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2018 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

## Eatontown Sewerage Authority

(Name)

**FISCAL YEAR: FROM:** January 1, 2018 **TO:** December 31, 2018

☒ 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 Eatontown Sewerage Authority, on the 12th day of December, 2017.

**OR**

☐ It is hereby certified that the governing body of the \_\_\_\_\_ 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:	Anthony Gaetano		
Title:	Secretary		
Address:	47 Broad Street Eatontown, NJ 07724		
Phone Number:	732-389-7605	Fax Number:	732-935-0785
E-mail address	<a href="mailto:info@theesa.org">info@theesa.org</a>		

# 2018 CAPITAL BUDGET/PROGRAM MESSAGE

## Eatontown Sewerage Authority

(Name)

**FISCAL YEAR:**    **FROM:**    January 1, 2018    **TO:**    December 31, 2018

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?

No

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?

No

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.

The proposed capital projects contained in the budget document will be funded by utilization of unrestricted net position. It is anticipated that a rate increase will not be deemed necessary in 2019.

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.

Not Applicable

6. Please indicate which capital projects/project financings are being undertaken within the boundary of a State Planning Commission-designated Center and/or Endorsed Plan and if the project was included in the Plan Implementation Agenda for that Center/Endorsed Plan.

Not Applicable

*Add additional sheets if necessary.*



# Proposed Capital Budget

## Eatontown Sewerage Authority

For the Period January 1, 2018 to December 31, 2018

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Sewage Disposal						
Pump Station Improvements	\$ 350,000	\$ 350,000				
Paving Projects	200,000	200,000				
System Improvements	50,000	50,000				
Total	600,000	600,000	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 600,000	\$ 600,000	\$ -	\$ -	\$ -	\$ -

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

# 5 Year Capital Improvement Plan

## Eatontown Sewerage Authority

For the Period January 1, 2018 to December 31, 2018

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2018	2019	2020	2021	2022	2023
<i>Sewage Disposal</i>							
Pump Station Improvements	\$ 350,000	\$ 350,000					
Paving Projects	200,000	200,000					
System Improvements	350,000	50,000	100,000	100,000	100,000		
Total	\$0 -	-					
	900,000	600,000	100,000	100,000	100,000	-	-
<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</b>	<b>\$ 900,000</b>	<b>\$ 600,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>

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

## 5 Year Capital Improvement Plan Funding Sources

### Eatontown Sewerage Authority

For the Period      January 1, 2018                      to                      December 31, 2018

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Sewage Disposal</i>						
Pump Station Improvements	\$ 350,000					
Paving Projects	200,000					
System Improvements	350,000					
	\$0 -					
Total	900,000	900,000	-	-	-	-
<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	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 900,000</b>	<b>\$ 900,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	<b>\$ 900,000</b>					
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.