

**ADOPTED COPY**

**State Filing Year**

**2017**

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

	<u>Start Year</u>	LOCAL GOVT SERVICES	<u>End Year</u>
	2017	2016 DEC 19 P 3:15	2017

Fiscal Year

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*Authority Budget of:*

~~APPROVED COPY~~

*Township of Neptune Sewerage Authority*

*For the Period:*

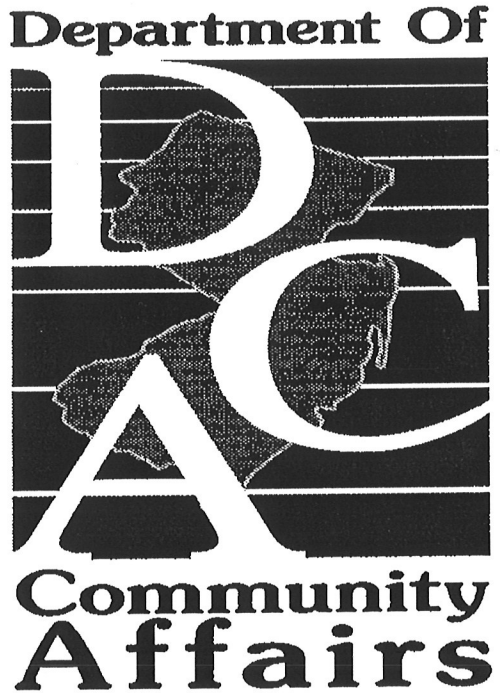
*January 1, 2017 to December 31, 2017*

[www.authority.com](http://www.authority.com)  
Authority Web Address

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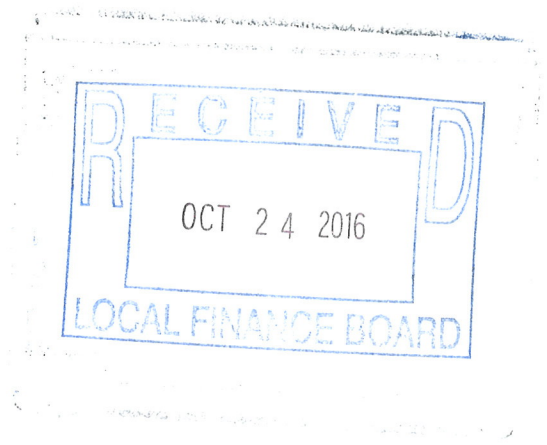
LOCAL FINANCE BOARD



*Division of Local Government Services*

# 2017 AUTHORITY BUDGET

## Certification Section



2017

**Township of Neptune Sewerage Authority**

**AUTHORITY BUDGET**

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

**For Division Use Only**

**CERTIFICATION OF APPROVED BUDGET**

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

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

By: Paul D. Cwert CPA, RMA Date: 11/18/2016

**CERTIFICATION OF ADOPTED BUDGET**

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

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

By: Paul D. Cwert CPA, RMA Date: 1/17/2017

# 2017 PREPARER'S CERTIFICATION

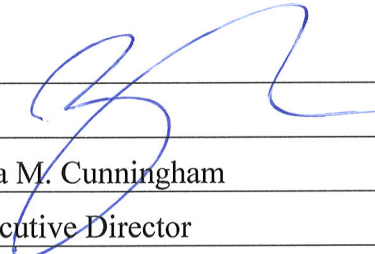
## Township of Neptune Sewerage Authority

### AUTHORITY BUDGET

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

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

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

Preparer's Signature:			
Name:	Tina M. Cunningham		
Title:	Executive Director		
Address:	P.O. Box 765, Neptune, NJ 07753		
Phone Number:	732-922-3434	Fax Number:	732-922-6653
E-mail address	dellapietro@tnsa-nj.org		

# 2017 APPROVAL CERTIFICATION

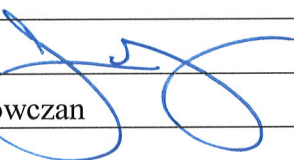
## Township of Neptune Sewerage Authority

### AUTHORITY BUDGET

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

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

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

Officer's Signature:			
Name:	James Mowczan		
Title:	Secretary		
Address:	P.O. Box 765, Neptune, NJ 07753		
Phone Number:	732-922-3434	Fax Number:	732-922-6653
E-mail address	dellapietro@tnsa-nj.org		

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address:

www.tnsa-nj.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
- 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.

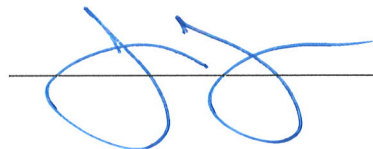
Name of Officer Certifying compliance

James Mowczan

Title of Officer Certifying compliance

Secretary

Signature



TNSA Resolution No. 4959  
**2017 AUTHORITY BUDGET RESOLUTION**  
**TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY**

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

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

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$6,747,300, Total Appropriations, including any Accumulated Deficit if any, of \$6,747,300 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$2,612,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$2,612,000; 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 Township of Neptune Sewerage Authority, at an open public meeting held on October 19, 2016 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Township of Neptune Sewerage Authority for the fiscal year beginning January 1, 2017 and ending, December 31, 2017 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 Township of Neptune Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 14, 2016.

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

10-19-16  
\_\_\_\_\_  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
James W. Manning, Jr.	x			
Harry Devine	x			
James Mowczan	x			
Linda Johnson	x			



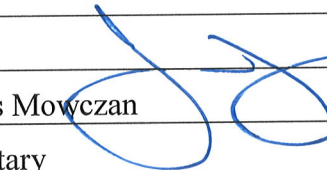
# 2017 ADOPTION CERTIFICATION

## Township of Neptune Sewerage Authority

### AUTHORITY BUDGET

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

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Township of Neptune Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 14th day of, December, 2016.

Officer's Signature:			
Name:	James Mowczan		
Title:	Secretary		
Address:	P.O. Box 765, Neptune, NJ 07753		
Phone Number:	732-922-3434	Fax Number:	732-922-6653
E-mail address	dellapietro@tnsa-nj.org		

**2017 ADOPTED BUDGET RESOLUTION  
TOWNSHIP OF NEPTUNE SEWERAGE AUTHORITY**

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

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

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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$6,747,300, Total Appropriations, including any Accumulated Deficit, if any, of \$6,747,300 and Total Unrestricted Net Position utilized of \$0; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$2,612,000 and Total Unrestricted Net Position planned to be utilized of \$2,612,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Township of Neptune Sewerage Authority, at an open public meeting held on December 14, 2016 that the Annual Budget and Capital Budget/Program of the Township of Neptune Sewerage Authority for the fiscal year beginning, January 1, 2017 and, ending, December 31, 2017 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

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

12-14-16  
\_\_\_\_\_  
(Date)

Governing Body Member:	Recorded Vote		Abstain	Absent
	Aye	Nay		
James W. Manning, Jr.	x			
Harry Devine	x			
James Mowczan	x			
Linda Johnson	x			
Alonzo Wright	x			

**2017 AUTHORITY BUDGET**

**Narrative and Information Section**

# 2017 AUTHORITY BUDGET MESSAGE & ANALYSIS

## Township of Neptune Sewerage Authority

### AUTHORITY BUDGET

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

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

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

The only significant variance as compared to the 2016 Annual Budget is an increase in the Capital Outlay line item of \$552,000 which is attributed to the maintenance on one of the Authority's digester and an upgrade to its mixing system along with replacing boilers located in the Digester Building. The Capital Outlay Line item also includes upgrades to the Authority's emergency power transfer switch and substation.

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 2017 Annual Budget proposes a 0.04% decrease for its member towns because of the utilization of the Authority's Unrestricted Net Position of \$2,612,000.

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 Authority believes that the current state of the local economy is stable enough to support its current budget and capital spending plan.

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.

The Authority has experienced several years of positive additions to Unrestricted Net Position as a result of favorable budget variances. The Authority has elected to use some of the excess to pay for capital improvements.

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

N/A

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

N/A

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.

The Authority's rate structure is based upon the member towns' prior year annual flows and customer reserved capacity within the treatment plant. The proposed rate structure will be completed at the Authority's annual rate hearing in March.

# AUTHORITY CONTACT INFORMATION

## 2017

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

<b>Name of Authority:</b>	Township of Neptune Sewerage Authority		
<b>Federal ID Number:</b>	22-199-2959		
Address:	P.O. Box 765		
City, State, Zip:	Neptune	NJ	07753
Phone: (ext.)	732-922-3434	Fax:	732-922-6653

<b>Preparer's Name:</b>	Tina M. Cunningham		
Preparer's Address:	P.O. Box 765		
City, State, Zip:	Neptune	NJ	07753
Phone: (ext.)	732-922-3434	Fax:	732-922-6653
E-mail:	<a href="mailto:dellapietro@tnsa-nj.org">dellapietro@tnsa-nj.org</a>		

<b>Chief Executive Officer:</b>	Tina M. Cunningham		
Phone: (ext.)	732-922-3434	Fax:	732-922-6653
E-mail:	<a href="mailto:dellapietro@tnsa-nj.org">dellapietro@tnsa-nj.org</a>		

<b>Chief Financial Officer:</b>	Tina M. Cunningham		
Phone: (ext.)	732-922-3434	Fax:	732-922-6653
E-mail:	<a href="mailto:dellapietro@tnsa-nj.org">dellapietro@tnsa-nj.org</a>		

<b>Name of Auditor:</b>	Charles J. Fallon		
Name of Firm:	Fallon & Larsen		
Address:	1350 Route 36		
City, State, Zip:	Hazlet	NJ	07730
Phone: (ext.)	732-888-2070	Fax:	732-888-6245
E-mail:	<a href="mailto:chuckfallon@falloncpa.com">chuckfallon@falloncpa.com</a>		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Township of Neptune Sewerage Authority

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

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

- 1) Provide the number of individuals employed in calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 26
- 2) Provide the amount of total salaries and wages for calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: \$1,628,482.90
- 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 because of their relationship with the Authority file the form as required? **(Checked to see if individuals actually filed at [http://fds.state.nj.us/njdea\\_prod/fdssearch.aspx](http://fds.state.nj.us/njdea_prod/fdssearch.aspx) before answering)** Yes *If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.*
- 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 Authority's procedures for all employees.***

The Commissioner salaries are based upon a Township Ordinance. All TNSA employee compensation is reviewed and approved by the Board of Commissioners. Upon approval, a TNSA Resolution is authorized.

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



**Page N-3 Continued:**

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.

Travel Expenses for Current Fiscal Year:

New Jersey Water Environment Annual Conference, May 2016 One Night Room Reservation at Bally's Park Place, Atlantic City Commissioner James Mowczan Total	\$139.52
New Jersey State League of Municipalities Convention, November 2016 Two Night Room Reservation at Bally's Park Place, Atlantic City Commissioner James Mowczan Total	\$274.00
New Jersey State League of Municipalities Convention, November 2016 One Night Room Reservation at Borgata Water Club, Atlantic City Chairman James W. Manning, Jr. Total	\$175.00
New Jersey State League of Municipalities Convention, November 2016 One Night Room Reservation at Bally's Park Place, Atlantic City Attorney Charles Shaw Total	<u>\$137.00</u>
Grand Total for all Travel Expenses for the Current Fiscal Year	<u><u>\$725.52</u></u>

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?

Yes

Explanation:

On January 8, 2016, the Authority received a Settlement Agreement from the State of New Jersey, Department of Environmental Protection, Central Bureau of Water Compliance & Enforcement for the following:

Date:	February 1, 2015 through February 28, 2015		
Parameter:	Fecal Coliform		
Limit:	200 per 100ml	Reported Value:	747 per 100 ml

**Page N-3 Continued:**

Date: June 1, 2015 through June 30, 2015  
Parameter: Total Suspended Solids  
Limit: 30 mg/l    Reported Value: 42 mg/l

The Authority's NJPDES Permit requires three chlorine produced oxidants samples be obtained per day. TNSA contacted the DEP Hotline on June 16, 2015 to report that only two chlorine produced oxidant samples were obtained on June 12, 2015.

In full settlement of the aforementioned violations, TNSA paid a penalty of \$2,125.00 made payable to "Treasurer, State of New Jersey" on January 20, 2016.

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,  
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS**  
**Township of Neptune Sewerage Authority**

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

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

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

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

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

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

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

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

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

**Reportable compensation:** The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2017, the calendar year 2015 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2016, with 2014 being the most recent calendar year ended), and for fiscal years ending June 30, 2018, the calendar year 2016 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2017, with 2016 being the most recent calendar year ended).

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

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

For the Period January 1, 2017 to December 31, 2017  
 Township of Neptune Sewerage Authority

Name	Title	Average Hours per Week Dedicated to Position	Position			Reportable Compensation from Authority (W-2/ 1099)			Total Compensation from Authority (health benefits, pension, etc.)	Names of Other Public Entities where individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
			Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend							
1 James W. Manning, Jr.	Chairman	2 X						2,500	State of New Jersey	Contract Admin	35	76,905	25,000	104,405	
2 Harry Devine	Vice Chairman	2 X					0	2,000	None				2,000	2,000	
3 Linda Johnson	Asst. Secretary	2 X					0	2,000	None				2,000	2,000	
4 James Mowczan	Secretary	2 X					0	2,000	County of Monmouth	Hall of Records	35	71,548	25,000	98,548	
5 Tina Cunningham	Ex. Director	40	X				0	109,910	None				0	109,910	
6 Christopher Kelly	Superintendent	40	X				0	26,000	None				0	156,676	
7							0	0					0	0	
8							0	0					0	0	
9							0	0					0	0	
10							0	0					0	0	
11							0	0					0	0	
12							0	0					0	0	
13							0	0					0	0	
14							0	0					0	0	
15							0	0					0	0	
<b>Total:</b>								\$ 2,49,086	\$ -	\$ -	\$ 25,000	\$ 275,086	\$ 148,453	\$ 50,000	\$ 473,539

(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

Township of Neptune Sewerage Authority  
 For the Period January 1, 2017 to December 31, 2017

	Annual Cost		# of Covered Members	# of Covered Members (Medical & Rx)	Total Cost Estimate Proposed Budget	Annual Cost per Employee Current Year	Total Prior year Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate Proposed Budget							
<b>Active Employees - Health Benefits - Annual Cost</b>									
Single Coverage	4	\$ 11,862	4		\$ 47,448	\$ 11,873	\$ 47,492	\$ (44)	-0.1%
Parent & Child	1	20,113	0		20,113	-	-	20,113	#DIV/0!
Employee & Spouse (or Partner)	2	21,750	2		43,500	22,500	45,000	(1,500)	-3.3%
Family	11	33,100	11		364,100	33,125	364,375	(275)	-0.1%
Employee Cost Sharing Contribution (enter as negative - )					(114,537)		(80,666)	(33,871)	42.0%
<b>Subtotal</b>	<b>18</b>		<b>17</b>		<b>360,624</b>		<b>376,201</b>	<b>(15,577)</b>	<b>-4.1%</b>
<b>Commissioners - Health Benefits - Annual Cost</b>									
Single Coverage	0				-	-	-	-	#DIV/0!
Parent & Child	0				-	-	-	-	#DIV/0!
Employee & Spouse (or Partner)	0				-	-	-	-	#DIV/0!
Family	0				-	-	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )									#DIV/0!
<b>Subtotal</b>	<b>0</b>		<b>0</b>		<b>-</b>		<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Retirees - Health Benefits - Annual Cost</b>									
Single Coverage	7	10,000	7		70,000	10,000	70,000	-	0.0%
Parent & Child					-	-	-	-	#DIV/0!
Employee & Spouse (or Partner)	2	26,750	2		53,500	27,000	54,000	(500)	-0.9%
Family					-	-	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )					-	-	-	-	#DIV/0!
<b>Subtotal</b>	<b>9</b>		<b>9</b>		<b>123,500</b>		<b>124,000</b>	<b>(500)</b>	<b>-0.4%</b>
<b>GRAND TOTAL</b>	<b>27</b>		<b>26</b>		<b>\$ 484,124</b>		<b>\$ 500,201</b>	<b>\$ (16,077)</b>	<b>-3.2%</b>

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

yes	Yes or No
yes	Yes or No

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

# Schedule of Accumulated Liability for Compensated Absences

Township of Neptune Sewerage Authority  
For the Period January 1, 2017 to December 31, 2017

Complete the below table for the Authority's accrued liability for compensated absences.  
X Box if Authority has no Compensated Absences

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit (check applicable items)		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Please see the attached list of eligible employees	2686 Days and 6 Hours	\$ 470,011		X	
<b>Total liability for accumulated compensated absences at beginning of current year</b>		<b>\$ 470,011</b>			

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

**Schedule of Accumulated Liability for Compensated Absences (Page N-6)**

<u>TNSA Individuals Eligible for Benefit</u>	<u>Gross Days</u>	<u>Dollar Value</u>
John Blecki	122.2	\$20,039.22
Rich Campo	39.2	\$ 3,155.70
Joe Cantagallo	247.3	\$53,621.01
Tina Cunningham	66.3	\$13,629.51
Mark Deeves	90.2	\$14,653.97
Nicholas Delloiacono	8.6	\$ 477.05
Brian Hoffman	108.2	\$17,940.95
Todd Jelliff	158.5	\$26,244.16
Adam Johnson	88.3	\$11,306.05
Dwaine Jones	101.7	\$14,610.25
Jason Kass	56.2	\$ 5,860.28
Chris Kelly	250.5	\$61,805.15
Joe Kerber	118.7	\$19,519.02
Steve Sauta	219.4	\$37,719.01
Gary Stewart	422.7	\$72,352.50
Art Washington	61.6	\$ 7,258.59
Barry Williams	312.3	\$54,545.18
James Williams	118.3	\$19,954.64
Ed Zakerowski	94.5	\$15,318.85
Total		<u>\$470,011.09</u>

# Schedule of Shared Service Agreements

Township of Neptune Sewerage Authority

January 1, 2017

to

December 31, 2017

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority
N/A						

If No Shared Services X this Box



**2017 AUTHORITY BUDGET**

**Financial Schedules Section**

**SUMMARY**

Township of Neptune Sewerage Authority  
 January 1, 2017 to December 31, 2017

For the Period

	<b>FY 2017 Proposed Budget</b>				<b>FY 2016 Adopted Budget</b>		<b>% Increase (Decrease) Proposed vs. Adopted</b>	
	Sewerage	Sewerage	N/A	N/A	Total All Operations	Total All Operations		
<b>REVENUES</b>								
Total Operating Revenues	\$ 6,727,300	\$ -	\$ -	\$ -	\$ 6,727,300	\$ 6,729,900	\$ (2,600)	0.0%
Total Non-Operating Revenues	20,000	-	-	-	20,000	20,000	-	0.0%
Total Anticipated Revenues	6,747,300	-	-	-	6,747,300	6,749,900	(2,600)	0.0%
<b>APPROPRIATIONS</b>								
Total Administration	448,900	-	-	-	448,900	439,900	9,000	2.0%
Total Cost of Providing Services	4,858,000	-	-	-	4,858,000	4,867,000	(9,000)	-0.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,235,000	-	-	-	1,235,000	1,190,000	45,000	3.8%
Total Operating Appropriations	6,541,900	-	-	-	6,541,900	6,496,900	45,000	0.7%
Total Interest Payments on Debt	205,400	-	-	-	205,400	253,000	(47,600)	-18.8%
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	205,400	-	-	-	205,400	253,000	(47,600)	-18.8%
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	6,747,300	-	-	-	6,747,300	6,749,900	(2,600)	0.0%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	6,747,300	-	-	-	6,747,300	6,749,900	(2,600)	0.0%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

# Revenue Schedule

Township of Neptune Sewerage Authority  
For the Period January 1, 2017 to December 31, 2017

## FY 2017 Proposed Budget

	FY 2017 Proposed Budget						Total All	FY 2016 Adopted	\$ Increase	% Increase
	Sewerage	Sewerage	N/A	N/A	N/A	N/A	Operations	Budget	(Decrease)	(Decrease)
							Total All	Proposed vs.	Proposed vs.	
							Operations	Adopted	Adopted	
<b>OPERATING REVENUES</b>										
<i>Service Charges</i>										
Residential						\$ -	\$ -	\$ -		#DIV/0!
Business/Commercial						-	-	-		#DIV/0!
Industrial						-	-	-		#DIV/0!
Intergovernmental	6,727,300					6,727,300	6,729,900	(2,600)		0.0%
Other						-	-	-		#DIV/0!
Total Service Charges	6,727,300	-	-	-	-	6,727,300	6,729,900	(2,600)		0.0%
<i>Connection Fees</i>										
Residential						-	-	-		#DIV/0!
Business/Commercial						-	-	-		#DIV/0!
Industrial						-	-	-		#DIV/0!
Intergovernmental						-	-	-		#DIV/0!
Other						-	-	-		#DIV/0!
Total Connection Fees	-	-	-	-	-	-	-	-		#DIV/0!
<i>Parking Fees</i>										
Meters						-	-	-		#DIV/0!
Permits						-	-	-		#DIV/0!
Fines/Penalties						-	-	-		#DIV/0!
Other						-	-	-		#DIV/0!
Total Parking Fees	-	-	-	-	-	-	-	-		#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!
Total Other Revenue	-	-	-	-	-	-	-	-		#DIV/0!
Total Operating Revenues	6,727,300	-	-	-	-	6,727,300	6,729,900	(2,600)		0.0%
<b>NON-OPERATING REVENUES</b>										
<i>Other Non-Operating Revenues (List)</i>										
Type in						-	-	-		#DIV/0!
Type in						-	-	-		#DIV/0!
Type in						-	-	-		#DIV/0!
Type in						-	-	-		#DIV/0!
Type in						-	-	-		#DIV/0!
Type in						-	-	-		#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	-		#DIV/0!
<i>Interest on Investments &amp; Deposits (List)</i>										
Interest Earned	20,000					20,000	20,000	-		0.0%
Penalties						-	-	-		#DIV/0!
Other						-	-	-		#DIV/0!
Total Interest	20,000	-	-	-	-	20,000	20,000	-		0.0%
Total Non-Operating Revenues	20,000	-	-	-	-	20,000	20,000	-		0.0%
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 6,747,300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,747,300</b>	<b>\$ 6,749,900</b>	<b>\$ (2,600)</b>		<b>0.0%</b>

# Prior Year Adopted Revenue Schedule

## Township of Neptune Sewerage Authority

### FY 2016 Adopted Budget

	Sewerage	Sewerage	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING REVENUES</b>							
<i>Service Charges</i>							
Residential							\$ -
Business/Commercial							-
Industrial							-
Intergovernmental	6,729,900						6,729,900
Other							-
Total Service Charges	6,729,900						6,729,900
<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)							-
Type in (Grant, Other Rev)							-
Total Other Revenue	-						-
Total Operating Revenues	6,729,900						6,729,900
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Total Non-Operating Revenues	-						-
<i>Interest on Investments &amp; Deposits</i>							
Interest Earned	20,000						20,000
Penalties							-
Other							-
Total Interest	20,000						20,000
Total Non-Operating Revenues	20,000						20,000
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 6,749,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,749,900</b>

# Appropriations Schedule

## Township of Neptune Sewerage Authority

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

	<b>FY 2017 Proposed Budget</b>						<b>Total All</b>	<b>FY 2016 Adopted</b>	<b>\$ Increase</b>	<b>% Increase</b>
	Sewerage	Sewerage	N/A	N/A	N/A	N/A	Operations	Budget	Proposed vs.	Proposed vs.
								Total All	Adopted	Adopted
							Operations	All Operations	All Operations	All Operations
<b>OPERATING APPROPRIATIONS</b>										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 147,500						\$ 147,500	\$ 143,500	\$ 4,000	2.8%
Fringe Benefits	12,000						12,000	12,000	-	0.0%
Total Administration - Personnel	159,500	-	-	-	-	-	159,500	155,500	4,000	2.6%
<i>Administration - Other (List)</i>										
Other Admin Expense #1	289,400						289,400	284,400	5,000	1.8%
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Miscellaneous Administration*							-	-	-	#DIV/0!
Total Administration - Other	289,400	-	-	-	-	-	289,400	284,400	5,000	1.8%
Total Administration	448,900	-	-	-	-	-	448,900	439,900	9,000	2.0%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	1,600,000						1,600,000	1,575,000	25,000	1.6%
Fringe Benefits	939,000						939,000	973,000	(34,000)	-3.5%
Total COPS - Personnel	2,539,000	-	-	-	-	-	2,539,000	2,548,000	(9,000)	-0.4%
<i>Cost of Providing Services - Other (List)</i>										
Other COPS Expense #1	2,319,000						2,319,000	2,319,000	-	0.0%
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Miscellaneous COPS*							-	-	-	#DIV/0!
Total COPS - Other	2,319,000	-	-	-	-	-	2,319,000	2,319,000	-	0.0%
Total Cost of Providing Services	4,858,000	-	-	-	-	-	4,858,000	4,867,000	(9,000)	-0.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,235,000	-	-	-	-	-	1,235,000	1,190,000	45,000	3.8%
Total Operating Appropriations	6,541,900	-	-	-	-	-	6,541,900	6,496,900	45,000	0.7%
<b>NON-OPERATING APPROPRIATIONS</b>										
Total Interest Payments on Debt	205,400	-	-	-	-	-	205,400	253,000	(47,600)	-18.8%
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve							-	-	-	#DIV/0!
Municipality/County Appropriation							-	-	-	#DIV/0!
Other Reserves							-	-	-	#DIV/0!
Total Non-Operating Appropriations	205,400	-	-	-	-	-	205,400	253,000	(47,600)	-18.8%
<b>TOTAL APPROPRIATIONS</b>	<b>6,747,300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,747,300</b>	<b>6,749,900</b>	<b>(2,600)</b>	<b>0.0%</b>
<b>ACCUMULATED DEFICIT</b>							-	-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>6,747,300</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,747,300</b>	<b>6,749,900</b>	<b>(2,600)</b>	<b>0.0%</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>\$ 6,747,300</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,747,300</b>	<b>\$ 6,749,900</b>	<b>\$ (2,600)</b>	<b>0.0%</b>

\* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations \$ 327,095.00 \$ - \$ - \$ - \$ - \$ - \$ - \$ 327,095.00

**Page F-4 – The “Other” and “Miscellaneous” must have description of expenses:**

**Administrative:**

“Other” Administrative Expenses Total of \$289,400

Description:

Professional Services – Auditor, Financial Consultant and Legal  
Consultant

Trustee Fee

Telephone expenses

Office Supplies & Expenses

Insurance

Advertising

Training

Payroll Services

**Operations:**

“Other” Operations Expenses Total of \$2,319,000

Description:

Professional Services – Engineering Consultants

Utilities – Gas/Electric

Chemicals

Equipment & Maintenance Repairs

Lab Testing

Ocean Outfall Inspection Services

Sludge Processing & Hauling

NJDEP Licensing Fees

Training

Uniform Allowance

Vehicle Maintenance

# Prior Year Adopted Appropriations Schedule

## Township of Neptune Sewerage Authority

	FY 2016 Adopted Budget						Total All Operations
	Sewerage	Sewerage	N/A	N/A	N/A	N/A	
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 143,500						\$ 143,500
Fringe Benefits	12,000						12,000
Total Administration - Personnel	155,500	-	-	-	-	-	155,500
<i>Administration - Other (List)</i>							
Other Admin Expense #1	284,400						284,400
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous Administration*							-
Total Administration - Other	284,400	-	-	-	-	-	284,400
Total Administration	439,900	-	-	-	-	-	439,900
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	1,575,000						1,575,000
Fringe Benefits	973,000						973,000
Total COPS - Personnel	2,548,000	-	-	-	-	-	2,548,000
<i>Cost of Providing Services - Other (List)</i>							
Other COPS Expense #1	2,319,000						2,319,000
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous COPS*							-
Total COPS - Other	2,319,000	-	-	-	-	-	2,319,000
Total Cost of Providing Services	4,867,000	-	-	-	-	-	4,867,000
Total Principal Payments on Debt Service in Lieu of Depreciation	1,190,000	-	-	-	-	-	1,190,000
Total Operating Appropriations	6,496,900	-	-	-	-	-	6,496,900
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	253,000	-	-	-	-	-	253,000
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	253,000	-	-	-	-	-	253,000
<b>TOTAL APPROPRIATIONS</b>	<b>6,749,900</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,749,900</b>
<b>ACCUMULATED DEFICIT</b>							-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>6,749,900</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,749,900</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other							-
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 6,749,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,749,900</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	\$ 324,845.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 324,845.00
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# Debt Service Schedule - Principal

Township of Neptune Sewerage Authority

If Authority has no debt X this box

	<i>Fiscal Year Ending in</i>						Total Principal Outstanding		
	Adopted Budget Year 2016	Proposed Budget Year 2017	2018	2019	2020	2021		2022	Thereafter
<i>Sewerage</i>									
Series 2010	\$ 645,000	\$ 665,000	\$ 695,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,360,000
Series 2012	545,000	570,000	590,000	615,500	640,000	665,000	695,000	-	3,775,500
Type in Issue Name									
Type in Issue Name									
Total Principal	1,190,000	1,235,000	1,285,000	615,500	640,000	665,000	695,000	-	5,135,500
<i>Sewerage</i>									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
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>\$ 1,190,000</b>	<b>\$ 1,235,000</b>	<b>\$ 1,285,000</b>	<b>\$ 615,500</b>	<b>\$ 640,000</b>	<b>\$ 665,000</b>	<b>\$ 695,000</b>	<b>\$ -</b>	<b>\$ 5,135,500</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>
		A- Stable
		2015



## Debt Service Schedule - Interest

Township of Neptune Sewerage Authority

If Authority has no debt X this box

*Fiscal Year Ending in*

	Adopted Budget Year 2016	Proposed Budget Year 2017	2018	2019	2020	2021	2022	Thereafter	Total Interest Payments Outstanding
<i>Sewerage</i>									
Series 2010	\$ 80,200	\$ 54,400	\$ 27,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 82,200
Series 2012	172,800	151,000	128,200	104,600	80,000	54,400	27,800	-	546,000
Type in Issue Name									
Type in Issue Name									
Total Interest Payments	253,000	205,400	156,000	104,600	80,000	54,400	27,800	-	628,200
<i>Sewerage</i>									
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>	<b>\$ 253,000</b>	<b>\$ 205,400</b>	<b>\$ 156,000</b>	<b>\$ 104,600</b>	<b>\$ 80,000</b>	<b>\$ 54,400</b>	<b>\$ 27,800</b>	<b>\$ -</b>	<b>\$ 628,200</b>

# Net Position Reconciliation

Township of Neptune Sewerage Authority

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

## FY 2017 Proposed Budget

	Sewerage	Sewerage	N/A	N/A	N/A	N/A	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 32,314,683						\$ 32,314,683
Less: Invested in Capital Assets, Net of Related Debt (1)	24,817,158						24,817,158
Less: Restricted for Debt Service Reserve (1)	1,081,881						1,081,881
Less: Other Restricted Net Position (1)	750,000						750,000
Total Unrestricted Net Position (1)	5,665,644	-	-	-	-	-	5,665,644
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)	4,772,520						4,772,520
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							-
Plus: Estimated Income (Loss) on Current Year Operations (2)	516,347						516,347
Plus: Other Adjustments (attach schedule)							-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	10,954,511	-	-	-	-	-	10,954,511
Unrestricted Net Position Utilized to Balance Proposed Budget	-						-
Unrestricted Net Position Utilized in Proposed Capital Budget	2,612,000						2,612,000
Appropriation to Municipality/County (3)	-						-
Total Unrestricted Net Position Utilized in Proposed Budget	2,612,000	-	-	-	-	-	2,612,000
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>							
(4)	\$ 8,342,511	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,342,511

(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 \$ 327,095 \$ - \$ - \$ - \$ - \$ - \$ 327,095  
 (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.

2017  
Township of  
Neptune Sewerage  
Authority

AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2017 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

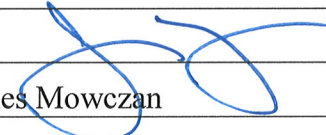
## Township of Neptune Sewerage Authority

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

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Township Sewerage Authority, on the 19th day of October, 2016.

**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:	James Mowczan		
Title:	Secretary		
Address:	P.O. Box 765, Neptune, NJ 07753		
Phone Number:	732-922-3434	Fax Number:	732-922-6653
E-mail address	dellapietro@tnsa-nj.org		

# 2017 CAPITAL BUDGET/PROGRAM MESSAGE

## Township of Neptune Sewerage Authority

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

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

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, however the Authority evaluated its plant capacity, sludge processing to assess the need of additional flow capacity and disposal of sludge.

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 majority of capital projects identified in our five year Capital Plan will be funded from operations having minimal impact on future member charges. However, one project would require financing. If and when the Authority borrows funds to pay for these projects, a financial analysis will be developed to determine if a rate increase is necessary.

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

N/A All Capital Projects are located within the Township of Neptune Sewerage Authority Treatment Plant.

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

N/A All Capital Projects are located within the Township of Neptune Sewerage Authority Treatment Plant.

*Add additional sheets if necessary.*

# Proposed Capital Budget

## Township of Neptune Sewerage Authority

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

		<i>Funding Sources</i>				
<b>Estimated Total Cost</b>		<b>Unrestricted Net Position Utilized</b>	<b>Renewal &amp; Replacement Reserve</b>	<b>Debt Authorization</b>	<b>Capital Grants</b>	<b>Other Sources</b>
<i>Sewerage</i>						
Digester Upgrade Project	\$ 1,832,000	\$ 1,832,000				
Odor Control Project	380,000	380,000				
Transfer Switch/Substation Upgrades	350,000	350,000				
Contingency	50,000	50,000				
<b>Total</b>	<b>2,612,000</b>	<b>2,612,000</b>	-	-	-	-
<i>Sewerage</i>						
Grit Chamber Rehabilitation	-					
Fiber Optic Communication Sys.	-					
Stabilization Pond Rehab.	-					
Repair Plant Roadways	-					
<b>Total</b>	<b>-</b>	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 2,612,000</b>	<b>\$ 2,612,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

# 5 Year Capital Improvement Plan

## Township of Neptune Sewerage Authority

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

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					
		Year 2017	2018	2019	2020	2021	2022
<i>Sewerage</i>							
Digester Upgrade Project	\$ 1,832,000	\$ 1,832,000					
Odor Control Project	380,000	380,000					
Transfer Switch/Substation Upgrades	350,000	350,000					
Contingency	50,000	50,000					
Total	2,612,000	2,612,000	-	-	-	-	-
<i>Sewerage</i>							
Grit Chamber Rehabilitation	2,005,000	-	\$ 2,005,000				
Fiber Optic Communication Sys.	300,000	-	300,000				
Stabilization Pond Rehab.	750,000	-	750,000				
Repair Plant Roadways	500,000	-		500,000			
Total	3,555,000	-	2,305,000	750,000	500,000	-	-
<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>\$ 6,167,000</b>	<b>\$ 2,612,000</b>	<b>\$ 2,305,000</b>	<b>\$ 750,000</b>	<b>\$ 500,000</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

## Township of Neptune Sewerage Authority

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

	Estimated Total Cost	Funding Sources																																		
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources																														
<i>Sewerage</i>																																				
Digester Upgrade Project	\$ 1,832,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: right;">\$ 1,832,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">380,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">350,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">50,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">2,612,000</td> <td style="text-align: right;">2,612,000</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> </table>					\$ 1,832,000						380,000						350,000						50,000						2,612,000	2,612,000	-	-	-	-
\$ 1,832,000																																				
380,000																																				
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2,612,000	2,612,000	-	-	-	-																															
Odor Control Project	380,000																																			
Transfer Switch/Substation Upg	350,000																																			
Contingency	50,000																																			
Total	2,612,000																																			
<i>Sewerage</i>																																				
Grit Chamber Rehabilitation	2,005,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%; text-align: right;">\$ 2,005,000</td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">300,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">750,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">500,000</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">3,555,000</td> <td style="text-align: right;">1,550,000</td> <td style="text-align: center;">-</td> <td style="text-align: right;">2,005,000</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> </table>								\$ 2,005,000			300,000						750,000						500,000						3,555,000	1,550,000	-	2,005,000	-	-
								\$ 2,005,000																												
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3,555,000	1,550,000	-	2,005,000	-	-																															
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Total	-																																			
<b>TOTAL</b>	<b>\$ 6,167,000</b>	<b>\$ 4,162,000</b>	<b>\$ -</b>	<b>\$ 2,005,000</b>	<b>\$ -</b>	<b>\$ -</b>																														
Total 5 Year Plan per CB-4	<u>\$ 6,167,000</u>																																			
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.