

STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
BUREAU OF AUTHORITY REGULATION  
TRENTON, N.J.

CERTIFICATION OF AMENDED 2017-2018 BUDGET

**Bordentown Sewerage Authority**  
**Re: Resolution No. 2018-42**  
**to Amend the FY 2017-2018 Capital Budget**

It is hereby certified that the Resolutions Adopted May 21, 2018-hereto complies with the requirements of law, and approval is given pursuant to N.J.A.C. 5:31-2.8.

Department of Community Affairs  
Division of Local Government Services  
Paul D. Ewert, Supervising Municipal Finance Auditor

By Paul D Ewert CPA, R.M.S.  
For: Timothy J. Cunningham, Director

Date: June 4, 2018

Attachments

**RESOLUTION 2018-42  
CAPITAL BUDGET AMENDMENT**

MAY 30 2018

**Bordentown Sewerage Authority**

**Resolution to Amend the 2017 (December 1, 2017 – November 30, 2018) Introduced Budget**

**WHEREAS**, the Bordentown Sewerage Authority has adopted the 2017 Authority Budget on, October 16, 2017 and

**WHEREAS**, the Bordentown Sewerage Authority finds it necessary to amend the 2017 adopted Authority Budget, as follows:

**CAPITAL BUDGET**

	<u>From</u>	<u>To</u>
Unrestricted Net Position	\$450,000	\$265,162
Renewal & Replacement Reserve	\$0.00	\$184,838
<b>Total Capital Budget (unchanged)</b>	<b>\$450,000</b>	<b>\$450,000</b>

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of the Bordentown Sewerage Authority's 2017 Budget is hereby amended as detailed above, and

**BE IT FURTHER RESOLVED**, that the Board's secretary is hereby directed to submit a copy of this resolution to the Director of Local Government Services for approval as part of the Authority's 2017 budget.

Adopted this 21<sup>st</sup> day of May, 2018

  
\_\_\_\_\_  
Joseph R. Malone, III, Secretary

Governing Body	Recorded Vote:
<u>Member:</u>	<u>Aye</u> <u>Nay</u> <u>Abstain</u> <u>Absent</u>
<b>James E. Lynch, Jr.</b>	✓
<b>M. Ellen Gulbinsky</b>	✓
<b>Joseph R. Malone, III</b>	✓
<b>Leonard J. de Groot</b>	✓
<b>Zigmont F. Targonski</b>	✓
<b>Aneka Miller</b>	✓



MAY 30 2018

**RESOLUTION 2018-36**

**RESOLUTION OF THE BORDENTOWN SEWERAGE AUTHORITY,  
IN THE COUNTY OF BURLINGTON, STATE OF NEW JERSEY  
AUTHORIZING THE AWARD OF CONTRACT FOR MILE HOLLOW  
PUMP STATION REPLACEMENT.**

**WHEREAS**, Bordentown Sewerage Authority (the "Authority") solicited bids for the replacement of Mile Hollow Pump Station;

MAY 30 2018

**WHEREAS**, the Authority's consulting engineer and the Authority's solicitor were present for the bid opening which took place April 11, 2018 at 3:00pm;

**WHEREAS**, the lowest responsive and responsible bidder with a bid total of \$184,838.00 was Sub-Level Installations, Inc.;

**WHEREAS**, the contract can be awarded no less than five days after the bid opening; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board Members of the Bordentown Sewerage Authority, in the County of Burlington, State of New Jersey that:

1. The award of a Contract to Sub-Level Installations, Inc. in the amount of no more than \$184,838.00 is hereby authorized.
2. The Authority hereby certifies that immediately available funds in the amount of \$184,838.00 are available for this Contract award.

3. The Authority's Executive Director is hereby authorized to execute a Contract on behalf of the Authority with Sub-Level Installations, Inc. for the Project, and to undertake any and all necessary action to commence construction of the Project.

**Dated: April 16, 2018**

THE BORDENTOWN SEWERAGE AUTHORITY

By: 

James E. Lynch, Jr., Chairman

Attest: 

Joseph R. Malone, III, Secretary



**RESOLUTION 2018-41**  
**BORDENTOWN SEWERAGE AUTHORITY**  
**COUNTY OF BURLINGTON**  
**RESOLUTION AMENDING 2017 CAPITAL BUDGET**

MAY 30 2018

WHEREAS, the Capital Budget for the fiscal year ending November 30, 2018 was adopted on October 16, 2017; and

WHEREAS, it is desired to amend said Capital Budget section:

Adjusting shortages and overages within budget line items; and

WHEREAS, the Authority has determined there is no increase or decrease in the overall budget amount.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Bordentown Sewerage Authority, County of Burlington, that the following amendments to the adopted Capital Budget section of the Bordentown Sewerage Authority be made:

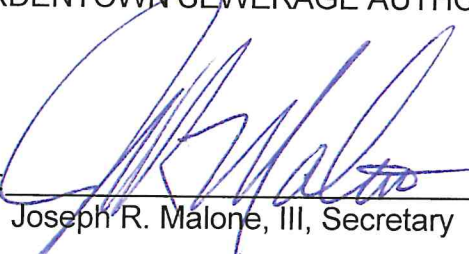
<u>CAPITAL:</u>		<u>FROM:</u>	<u>TO:</u>	<u>DIFFERENCE:</u>
02-004-7610	Capital – Plant	\$285,000.00	\$190,900.00	(\$ 94,100.00)
02-004-7642	Capital – Collection System	\$120,000.00	\$ 214,100.00	<u>\$ 94,100.00</u>
Net Change:				00.00

RECORDED VOTE:	AYE	NAY	ABSTAIN	ABSENT
James E. Lynch, Jr	✓			
M. Ellen Gulbinsky	✓			
Joseph R. Malone, III	✓			
Leonard J. de Groot	✓			
Zigmont F. Targonski	✓			
Aneka Miller	✓			

It is hereby certified that this is a true copy of a Resolution amending the Capital Budget adopted by the Governing Body on this 21st day of May, 2018.

THE BORDENTOWN SEWERAGE AUTHORITY

By

  
Joseph R. Malone, III, Secretary

ATTEST:

  
Elizabeth J. Kwelty, Administrative Manager

# Proposed Capital Budget

## Bordentown Sewerage Authority

For the Period December 1, 2017

to

November 30, 2018

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<b>Operation #1</b>						
Plant & Repairs	\$ 190,900	\$ 190,900				
Collection System	214,100	29,262	184,838			
Vehicle Replacement	35,000	35,000				
Laboratory Equipment	10,000	10,000				
Total	450,000	265,162	184,838	-	-	-
<b>Operation #2</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 450,000</b>	<b>\$ 265,162</b>	<b>\$ 184,838</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

## Bordentown Sewerage Authority

For the Period December 1, 2017 to November 30, 2018

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2018	2019	2020	2021	2022	2023
<b>Operation #1</b>							
Plant & Repairs	\$ 1,085,900	\$ 190,900	\$ 250,000	\$ 250,000	\$ 115,000	\$ 165,000	\$ 115,000
Collection System	464,100	214,100	50,000	50,000	50,000	50,000	50,000
Vehicle Replacement	185,000	35,000	30,000	30,000	30,000	30,000	30,000
Laboratory Equipment	60,000	10,000	10,000	10,000	10,000	10,000	10,000
Total	1,795,000	450,000	340,000	340,000	205,000	255,000	205,000
<b>Operation #2</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>N/A</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>N/A</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>N/A</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>N/A</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 1,795,000</b>	<b>\$ 450,000</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	<b>\$ 205,000</b>	<b>\$ 255,000</b>	<b>\$ 205,000</b>

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

# 5 Year Capital Improvement Plan Funding Sources

## Bordentown Sewerage Authority

For the Period December 1, 2017

to

November 30, 2018

### Funding Sources

	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<b>Operation #1</b>						
Plant & Repairs	\$ 1,085,900	\$ 1,085,900				
Collection System	464,100	279,262	184,838			
Vehicle Replacement	185,000	185,000				
Laboratory Equipment	60,000	60,000				
Total	1,795,000	1,610,162	184,838	-	-	-
<b>Operation #2</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
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Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
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Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	\$ 1,795,000	\$ 1,610,162	\$ 184,838	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 1,795,000					
Balance check		- If amount is other than zero, verify that projects listed above match projects listed on CB-4.				

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

**RESOLUTION 2017-085  
CAPITAL BUDGET AMENDMENT**

**Bordentown Sewerage Authority**

**Resolution to Amend the 2017 (December 1, 2017 – November 30, 2018) Introduced Budget**

**WHEREAS**, the Bordentown Sewerage Authority has introduced the 2017 Authority Budget on date, September 18, 2017 and

**WHEREAS**, the Bordentown Sewerage Authority finds it necessary to amend the 2017 introduced Authority Budget, as follows:

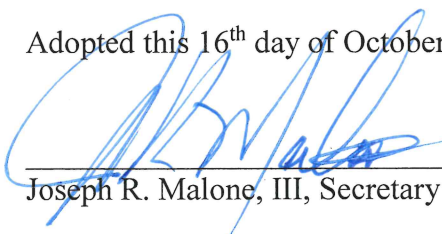
**CAPITAL BUDGET**

	<u><b>From</b></u>	<u><b>To</b></u>
Project: Vehicle Replacement	\$535,000	\$35,000
Renewal & Replacement Reserve	(\$500,000)	\$ 0
<b>Total Capital Budget</b>	<b>\$950,000</b>	<b>\$450,000</b>

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of the Bordentown Sewerage Authority's 2017 Budget is hereby amended as detailed above, and

**BE IT FURTHER RESOLVED**, that the Board's secretary is hereby directed to submit a copy of this resolution to the Director of Local Government Services for approval as part of the Authority's 2016 budget.

Adopted this 16<sup>th</sup> day of October, 2017

  
\_\_\_\_\_  
Joseph R. Malone, III, Secretary

Governing Body	Recorded Vote:				
Member:	Aye	Nay	Abstain	Absent	
<b>M. Ellen Gulbinsky</b>	X				
<b>James E. Lynch, Jr.</b>	X				
<b>Joseph R. Malone, III</b>	X				
<b>Leonard J. de Groot</b>	X				
<b>Zigmont F. Targonski</b>	X				
<b>Aneka Miller</b>	X				



STATE OF NEW JERSEY  
DEPARTMENT OF COMMUNITY AFFAIRS  
DIVISION OF LOCAL GOVERNMENT SERVICES  
BUREAU OF AUTHORITY REGULATION  
TRENTON, N.J.

CERTIFICATION OF AMENDED (Prior to Adoption) 2017-2018 BUDGET  
**Resolution 2017-085**

**Bordentown Sewerage Authority**

It is hereby certified that the Resolution Adopted **October 16, 2017**-hereto complies with the requirements of law, and approval is given pursuant to N.J.A.C. 5:31-2.8.

Department of Community Affairs  
Division of Local Government Services  
Paul D. Ewert, Supervising Municipal Finance Auditor

By Paul D Ewert CPA, RAS  
For: Timothy J. Cunningham, Director

Date: October 26, 2017

Attachments

**State of New Jersey**  
**Department of Community Affairs**  
**Division of Local Government Services**  
**ADOPTED AUTHORITY BUDGET**

**ADOPTED BUDGET TRANSMITTAL PACKAGE (After Adoption of Budget)**


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

**Adopted Authority Budget Document**

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

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

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

Official's Signature:			
Name:	Richard D. Eustace		
Title:	Executive Director		
Address:	954 Farnsworth Avenue; Bordentown NJ 08505		
Phone Number:	609-291-9105	Fax Number:	609-291-9079
E-mail address:	reustace@bordentownsa.org		

**State of New Jersey**  
**Department of Community Affairs**  
**Division of Local Government Services**  
**PROPOSED INTRODUCED AUTHORITY BUDGET**  
**INTRODUCED BUDGET TRANSMITTAL PACKAGE**


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

**Proposed Introduced Authority Budget Document**

- ☒ 2 copies of the Introduced budget document that includes all pages completed
- ☒ Authority Name and Fiscal Year are filled in
- ☒ Signature blocks on Pages C-2, C-3, and C-4 are filled in along with title, address, e-mail address, phone number and fax number.
- ☒ Page C-5 Resolution of the Authority governing body approving the introduced budget is enclosed with recorded vote  
**Note: Aye Votes must total a majority of the full membership of the governing body (Not including Alternates in total)**
- ☒ Page C-5 Proposed hearing date for adoption of Budget reflected in Authority Budget Resolution
- ☒ Page C-5 Authority Budget Resolution is signed with original hand written signature
- ☒ Budget Narrative (N Pages) and Information Section is complete (All items answered or indicated N/A)
- ☒ Pages N-6 and F-8 applicable amounts agree to the most recent issued audit report of the Authority
- ☒ Sheets not completed have an explanation on them (Such as Authority has no Debt Service)

**Introduced Capital Budget (Page CB-1 through CB-5)**

- ☒ Authority Name and Fiscal Year are filled in
- ☒ Signature blocks on Page CB-1 are filled in along with title, address, e-mail address, phone number and fax number and proper Box Checked off (Top Box 1 Have a Capital Budget or Bottom Box 2 Don't have a Capital Budget)
- ☒ Page CB-2-- has all questioned answered or an explanation why question does not apply
- ☒ Page CB-5—Balance Check amount equals Zero

Official's Signature:			
Name:	Richard D. Eustace		
Title:	Executive Director		
Address:	954 Farnsworth Ave, Bordentown NJ 08505		
Phone Number:	609-291-9105	Fax Number:	609-291-9079
E-mail address:	reustace@bordentownsa.org		

**ADOPTED COPY**

**State Filing Year**

**2017**

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

Start Year

End Year

**2017**

–

**2018**

Fiscal Year

*Authority Budget of:*

**APPROVED COPY**

*Bordentown Sewerage Authority*

*For the Period:*

*December 1, 2017*

*to*

*November 30, 2018*

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

Authority Web Address

**Department Of**



**Community  
Affairs**

*Division of Local Government Services*

# **2017 AUTHORITY BUDGET**

## **Certification Section**

2017

**BORDENTOWN SEWERAGE  
AUTHORITY BUDGET**

FISCAL YEAR: FROM DECEMBER 1, 2017 TO NOVEMBER 30, 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: Paul D. Cwest CPA, RMA Date: 10/13/2017

**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. Cwest CPA, RMA Date: 10/26/2017



# 2017 PREPARER'S CERTIFICATION


## BORDENTOWN SEWERAGE

### AUTHORITY BUDGET

**FISCAL YEAR:** FROM: 12/01/2017 **TO:** 11/30/2018

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:	Richard D. Eustace		
Title:	Executive Director		
Address:	954 Farnsworth Avenue Bordentown NJ 08505		
Phone Number:	609-291-9105	Fax Number:	609-291-9079
E-mail address	reustace@bordentownsa.org		

# 2017 APPROVAL CERTIFICATION

## BORDENTOWN SEWERAGE

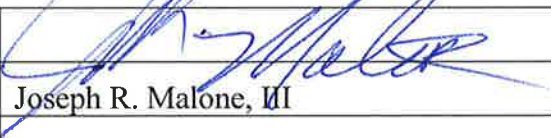
### AUTHORITY BUDGET

**FISCAL YEAR:**    **FROM:** 12/01/2017

**TO:** 11/30/2018

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 Bordentown Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the day of September 18, 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:	Joseph R. Malone, III		
Title:	Secretary		
Address:	954 Farnsworth Ave Bordentown, NJ 08505		
Phone Number:	609-291-9105	Fax Number:	609-291-9079
E-mail address	n/a		

# INTERNET WEBSITE CERTIFICATION

**Authority's Web Address:**

www.bordentownsa.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.

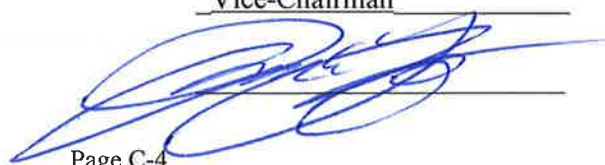
Name of Officer Certifying compliance

James E. Lynch, Jr.

Title of Officer Certifying compliance

Vice-Chairman

Signature



# Resolution 2017-077

## 2017 AUTHORITY BUDGET RESOLUTION

### BORDENTOWN SEWERAGE AUTHORITY

**FISCAL YEAR: FROM: 12/01/2017 TO: 11/30/2018**

WHEREAS, the Annual Budget and Capital Budget for the Bordentown Sewerage Authority for the fiscal year beginning, December 1, 2017 and ending, November 30, 2018 has been presented before the governing body of the Bordentown Sewerage Authority at its open public meeting of September 18, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 5,288,038, Total Appropriations, including any Accumulated Deficit if any, of \$ 5,463,496, and Total Unrestricted Net Position utilized of \$175,458; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$950,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$450,000; 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 Bordentown Sewerage Authority, at an open public meeting held on September 18, 2017 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Bordentown Sewerage Authority for the fiscal year beginning, December 1, 2017 and ending, November 30, 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 Bordentown Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on October 16, 2017.

  
Joseph R. Malone, III, Secretary

September 18, 2017  
(Date)

Governing Body  
Member:

Recorded Vote

Aye

Nay

Abstain

Absent

**M. Ellen Gulbinsky**

X

**James E. Lynch, Jr.**

X

**Joseph R. Malone, III**

X

**Leonard J. de Groot**

X

**Zigmont F. Targonski**

X

**Aneka Miller**

X

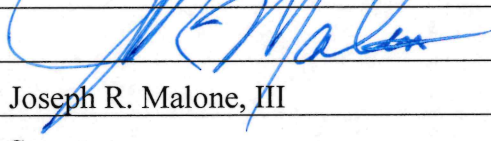
# 2017 ADOPTION CERTIFICATION

## BORDENTOWN SEWERAGE

### AUTHORITY BUDGET

**FISCAL YEAR:**    **FROM:** 12/01/2017                      **TO:** 11/30/2018

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 Bordentown Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 16th day of, October, 2017.

<b>Officer's Signature:</b>			
Name:	Joseph R. Malone, III		
Title:	Secretary		
Address:	954 Farnsworth Avenue Bordentown NJ 08505		
Phone Number:	609-291-9105	Fax Number:	609-291-9079
E-mail address	n/a		

# **Resolution 2017-086**

## **2017 ADOPTED BUDGET RESOLUTION**

### **BORDENTOWN SEWERAGE AUTHORITY**

**FISCAL YEAR: FROM: 12/01/2017 TO: 11/30/2018**

WHEREAS, the Annual Budget and Capital Budget/Program for the Bordentown Sewerage Authority for the fiscal year beginning December 1, 2017 and ending, November 30, 2018 has been presented for adoption before the governing body of the Bordentown Sewerage Authority at its open public meeting of October 16, 2017; 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 \$ 5,288,038, Total Appropriations, including any Accumulated Deficit, if any, of \$5,463,496 and Total Unrestricted Net Position utilized of \$175,458; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$450,000 and Total Unrestricted Net Position planned to be utilized of \$450,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Bordentown Sewerage Authority, at an open public meeting held on October 16, 2017 that the Annual Budget and Capital Budget/Program of the Bordentown Sewerage Authority for the fiscal year beginning, December 1, 2017 and, ending, November 30, 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.

  
\_\_\_\_\_  
Joseph R. Malone, III, Secretary

October 16, 2017  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
<b>M. Ellen Gulbinsky</b>	X			
<b>James E. Lynch, Jr.</b>	X			
<b>Joseph R. Malone, III</b>	X			
<b>Leonard J. de Groot</b>	X			
<b>Zigmont F. Targonski</b>	X			
<b>Aneka Miller</b>	X			



**2017 AUTHORITY BUDGET**  
**Narrative and Information Section**

# 2017 AUTHORITY BUDGET MESSAGE & ANALYSIS BORDENTOWN SEWERAGE

## AUTHORITY BUDGET

FISCAL YEAR: FROM: 12/01/2017

TO: 11/30/2018

*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.

Administrative – Other, Training, Scholarships, Misc. has increased to accommodate a greater number of employees continuing their education for certifications and licenses as part of the Authority's succession planning. The Renewal & Replacement Reserve will be increased \$50,000 and will continue to increase annually so the Authority has a sufficient reserve to cover replacement costs as needed.

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.

There was a user rate increase of 12% adopted August 15, 2016 with an effective date of January 1, 2017 (see attached rate schedule). There was a user rate increase of 5% adopted July 17, 2017 with an effective date of January 1, 2018 (see Resolution 2017-054).

There are more commercial connection fees anticipated for 2018 from 2017 and no residential connection fees.

3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program.

N/A

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 Bordentown Sewerage Authority uses revenues collected in previous years to balance the budget when needed.

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.

Attached

-Current Rate Schedule effective January 1, 2017

-Resolution 2017-058 (approving changes to rate schedule effective January 1, 2018)

The connection fee increased in accordance with the annual connection fee calculation. The user rates increased 5% from the prior year.

**RATE SCHEDULE  
OF  
THE BORDENTOWN SEWERAGE AUTHORITY  
954 FARNSWORTH AVENUE  
BORDENTOWN, NEW JERSEY 08505  
(609) 291-9105**

**LATEST REVISION:**

**ADOPTED:**  
August 15, 2016

**EFFECTIVE DATE:**  
January 1, 2017

## **RATE SCHEDULE**

The provisions of the Bordentown Sewerage Authority Rules and Regulations which fix and determine the time or times when, and the place or places where, the charges contained in this Rate Schedule are due and payable are incorporated herein and made a part hereof.

**THE BORDENTOWN SEWERAGE AUTHORITY**

**SCHEDULE 1**

**SANITARY SEWER SERVICE CHARGES**

	<u>QUARTERLY</u>	<u>ANNUALLY</u>
CLASS 1: RESIDENTIAL		
Single-family, condominium, townhouse, multifamily, apartment, trailer, mobile home.		
Base Rate per Unit	\$86.12	\$344.48
Consumption	\$2.96 per 1,000 gal.	\$2.96 per 1,000 gal.

Base rate shall be billed in advance each quarter. Consumption shall be billed in arrears each quarter based upon the water consumption records of the City of Bordentown Water Department. All overdue accounts shall be charged interest at the rate of one and one-half percent (1 ½%) per month.

**CLASS 2: NON-RESIDENTIAL: HOTEL OR MOTEL**

Hotel or motel

Base Rate per Unit *	\$43.06	\$172.24
Consumption	\$2.96 per 1,000 gal.	\$2.96 per 1,000 gal.

\* This portion of the Service Charges applies only to the number of units available for occupancy. The balance of the service charge is based upon consumption from the remainder of the building, including kitchens, restaurants, taverns, laundries, offices, convention or meeting rooms, sport or athletic facilities, common areas and restrooms and the like.

Base rate shall be billed in advance each quarter. Consumption shall be billed in arrears each quarter based upon the water consumption records of the City of Bordentown Water Department. All overdue accounts shall be charged interest at the rate of one and one-half percent (1 ½%) per month.



CLASS 3: NON-RESIDENTIAL: GENERAL  
(except schools)

One (1) base unit for each  
18,000 gallons of water usage  
or part thereof per quarter

Base Rate per Unit	\$86.12	\$344.48
Consumption	\$2.96 per 1,000 gal.	\$2.96 per 1,000 gal.

The number of base units for shall be determined quarterly and shall be based on the last available quarter of water consumption records of the City of Bordentown or on calibrated and metered sewage flow, or, in the case of a new facility, upon the estimated average daily flow of sewage.

The minimum charge per quarter shall be \$86.12 per unit plus \$2.96 per 1,000 gallons per unit. The base rate shall be billed in advance each quarter. Consumption shall be billed in arrears each quarter based upon the water consumption records of the City of Bordentown Water Department. All overdue accounts shall be charged interest at the rate of one and one half percent (1 ½%) per month.

CLASS 4: NON-RESIDENTIAL: SCHOOLS

One (1) base unit plus an  
additional base unit for each  
20 students and staff or part thereof.

Base Rate per Unit	\$86.12	\$344.48
Consumption	\$2.96 per 1,000 gal.	\$2.96 per 1,000 gal.

The number of base units shall be determined prior to each quarterly billing.

The minimum charge per quarter shall be \$86.12 per unit plus \$2.96 per 1,000 gallons per unit. The base rate shall be billed in advance each quarter. Consumption shall be billed in arrears each quarter based upon the water consumption records of the City of Bordentown Water Department. All overdue accounts shall be charged interest at the rate of one and one half percent (1 ½%) per month.

CLASS 5: TEMPORARY DISCHARGE RATE

Consumption	\$15.00 per 1,000 gal.
-------------	------------------------

This rate shall apply to wastewater from facilities that are not directly connected to the Authority's collection system or which is otherwise hauled or transported by the customer to the Authority for treatment. This rate does not include hauling or transportation by the Authority and is for treatment only. This rate also does not include laboratory or testing charges, which shall be billed separately. The Authority reserves the right to require a deposit in the estimated amount of this service charge for a period of up to one year in advance.

# **THE BORDENTOWN SEWERAGE AUTHORITY**

## **SCHEDULE 2**

### **GARBAGE DISPOSAL FEES**

A. Residential, Class I

\$10.00 per garbage disposal unit per quarter, to be billed in advance.

B. Non-Residential, Class 1, 2 and 3

\$10.00 per garbage disposal unit per base unit per quarter, to be billed in advance. This fee shall not apply to a customer that provides for pretreatment of sewage pursuant to NJDEP/SIU and BSA/S-5 permits.

## THE BORDENTOWN SEWERAGE AUTHORITY

### SCHEDULE 3

#### DISCOUNTS FOR CERTAIN SENIOR CITIZENS AND PERMANENTLY AND TOTALLY DISABLED PERSONS

Any person who is billed for sewer services to a property which he or she owns and occupies and who has been approved by the City of Bordentown or the Township of Bordentown to receive a deduction against the tax assessed against the property under the provisions of N.J.S.A. 54:4-8.40 shall be entitled to a discounted rate for sanitary sewer service to the property. This discount shall apply to Schedule 1, Class 1, residential service charges only and does not apply to connection fees, hotel and motel or other non-residential uses, temporary discharges, interest, late charges, application review and inspection fees, and miscellaneous charges imposed by the Authority. Proportionate discounts, when appropriate, shall be made in accordance with the provisions of N.J.S.A. 54:4-8.46.

Written application for the discounted rate shall be made annually on a calendar year basis to the Authority on forms provided by the Authority. The discounted rate shall become effective with the first bill issued for sewer service charges after approval of the application. The discount shall remain in effect until December 31 of the calendar year, or until any change of ownership occurs or the person no longer qualifies under the Statute for the deduction against the tax assessed, whichever occurs earlier.

The discounted rate is as follows:

#### QUARTERLY

#### ANNUALLY

#### CLASS 1: RESIDENTIAL

Single-family, condominium,  
townhouse, multifamily,  
apartment, trailer, mobile  
home.

Base Rate Per Unit	\$55.00	\$220.00
Consumption	\$2.04 per 1000 gal.	\$2.04 per 1000 gal.

Base rate shall be billed in advance each quarter. Consumption shall be billed in arrears each quarter based upon the water consumption records of the City of Bordentown Water Department. All overdue accounts shall be charged interest at the rate of one and one-half percent (1-1/2%) per month.

**THE BORDENTOWN SEWERAGE AUTHORITY  
SCHEDULE 4  
CONNECTION FEES**

CLASS 1: RESIDENTIAL \$9,184.00

Single-family, condominiums, townhouses,  
apartments, multifamily, duplex, age restricted, trailers,  
mobile homes (Per unit)

CLASS 2: NON-RESIDENTIAL: HOTEL OR MOTEL

(Per guest room) \$4,592.00

This portion of the connection fee applies only to the number of units available for transient occupancy. The connection fee for the non-occupancy portion of the building shall be based upon estimated usage from the remainder of the building, including kitchens, restaurants, taverns, laundries, offices, convention or meeting rooms, sport or athletic facilities, common areas and restrooms, at the Class 3 per gallon per day rate.

CLASS 3: NON-RESIDENTIAL: GENERAL

Per gallon per day	\$62.00
Minimum connection fee (per unit )	\$9,184.00

CLASS 6: CERTAIN AFFORDABLE HOUSING PROJECTS

Connection fees to public housing authorities and non-profit organizations building affordable housing projects that consist of new connections to the system are to be computed by providing a 50% reduction in the connection fee established in this Rate Schedule.

Connection fees to public housing authorities and non-profit organizations building affordable housing projects that consist of replacement units for demolished or refurbished units, and for which a connection fee was previously paid, are to be computed by charging the lesser of a.) the reduced rate of 50% of the connection fee established in this Rate Schedule, or b.) the connection fee established in this Rate Schedule, minus a credit in the amount of a connection fee previously paid for the housing units being replaced, provided the public housing authority and non-profit organization can establish the connection fee previously paid. If the amount of the previous connection fee cannot be established, the reduced rate of 50% of the connection fee established in this Rate Schedule shall apply.

## GENERAL REQUIREMENTS APPLICABLE TO SEWER CONNECTION FEES

- A. An applicant shall pay a sewer connection fee for each equivalent dwelling unit at the time that a sewer permit is requested, in an amount as established by the Authority's Rate Schedule in effect at the time that service is requested. All sewer connection fees shall be paid in full prior to the issuance of a construction permit for the premises.
- B. Connection fees for non-residential users shall be based upon the Authority's calculation of estimated usage multiplied by the rate per gallon per day contained in the Rate Schedule. A minimum sewer connection charge for non-residential users shall be imposed, in an amount equal to the residential connection fee regardless of whether the estimated usage is less than the residential rate of usage.
- C. The projected flow criteria contained in N.J.A.C. 7:14A-23.3 shall be used to determine the estimated sewer usage for non-residential uses, whenever practicable. In the event that a type of use is not listed in N.J.A.C. 7:14A-23.3, the Authority shall use its best judgment in determining estimated sewer usage. The Authority may adopt additions or exceptions to the flow projections contained in N.J.A.C. 7:14A-23.3 by resolution. For the purpose of this Rate Schedule, any reference to "seat" or "person" in N.J.A.C. 7:14A-23.3 or in any projected flow criteria adopted by the Authority shall be deemed to mean the maximum permitted occupancy established pursuant to the Uniform Construction Code and/or the Uniform Fire Code.
- D. In the event that an application is made for sewer service to a non-residential building or unit for which the types or sizes of the uses therein have not been determined by the applicant, or are subject to change in the future, a connection fee shall be assessed based upon the maximum potential estimated sewer usage in the building or unit. The Authority, in its discretion, may enter into a deferred connection fee agreement under which an initial connection fee would be imposed only for those uses that are initially contemplated, and which would defer the payment of the balance of the connection fee until such time as a use for which the initial connection fee was paid is changed to a use that will generate additional sewer usage. Any connection fee paid under a deferred connection fee agreement shall be paid at the connection fee rate then prevailing at that time that payment is made.
- E. A non-residential user shall be entitled to use the amount of sewer capacity, in gallons per day, that was obtained through the payment of connection fees, as well as such additional capacity actually used by its building or unit without having undergone a physical or operational change for which a building permit, site plan, subdivision, variance or other municipal approval was required. An application for additional capacity shall be made by any existing non-residential user whenever there is an increase in the estimated, projected sewer usage for any existing building or unit resulting from any physical or operational change for which a building permit, site plan, subdivision, variance or other municipal approval is required. A connection fee shall be charged to the user based upon the increase in estimated sewer usage associated with the aforesaid physical or operational change.

F. In the event that an application is made to reinstate sewer service to a residential structure that was previously abandoned or terminated when the prior structure was demolished or substantially totally destroyed, no additional connection fee shall be due provided that the application for service is made within three (3) years of the date of the prior termination of service.

G. In the event that an application is made to reinstate sewer service to a non-residential structure that was previously abandoned or terminated when the prior structure was demolished or substantially totally destroyed, no additional connection fee shall be due, provided that: (1) the application for service is made within three (3) years of the date of the prior termination of service and (2) there is no change in the estimated sewer usage of the building. In the event that condition (1) herein has been satisfied, but there will be an increase in the estimated sewer usage of the building, then the applicant shall pay a connection fee only on the amount of the increase in the estimated sewer usage.

## THE BORDENTOWN SEWERAGE AUTHORITY

### SCHEDULE 5

#### SURCHARGE FOR TREATMENT OF NON-DOMESTIC SEWAGE

The service charge for sewer service for the collection and treatment of non-domestic sewage discharged into the Authority's system shall be based upon the service charge as computed under SCHEDULE 1 and product of the surcharge as determined as a strength factor in accordance with the following formula, providing that the waste is amenable to Biological Treatment:

$$\begin{array}{rcl} & 44 & \\ + & 23 & \frac{(\text{BOD in ppm})^*}{300} \\ + & 31 & \frac{(\text{SS in ppm}^{**})^*}{250} \\ + & 2 & \frac{(\text{Chlorine Demand in ppm})^*}{10} \\ = & & \text{Surcharge Percentage} \end{array}$$

\* Where these figures are less than 300 ppm in BOD or 250 ppm in suspended solids, or 10 ppm in chlorine demand, the value in the parenthesis shall be equal to "1".

\*\* In cases where the suspended solids, in the opinion of the Authority, do not represent the true characteristics of the solids loading, the Authority reserves the right to use total solids instead of suspended solids.



## **THE BORDENTOWN SEWERAGE AUTHORITY**

### **SCHEDULE 6**

#### **DEVELOPMENT, APPLICATION, REVIEW AND INSPECTION FEES**

S-1	Application Fee	-	\$35.00 (1-2 EDU's) (non-refundable)
		-	\$100.00 (more than 2 EDU's) (non-refundable)
S-1	Conceptual Review Fee	-	\$25.00 per EDU (escrowed)
S-3	Additional Escrow Fee	-	(Items 2 to 5 are escrowed)
	(1) Filing Fee--		\$35.00 (non-refundable)
	(2) 8" Sewer Lines--		\$0.08 per foot
	(3) Lines in excess of 8"--		\$0.12 per foot
	(4) Pumping stations and/or Treatment Works--	2%	of the Authority Engineer's Estimated Cost of Construction
	(5) Inspection fees at the rate of 6% of Engineer's Estimated Cost of Improvements including mains, laterals, manholes, pumping stations and/or treatment works, and miscellaneous sewerage appurtenances.		
S-5	Significant User Application Fee	-	\$200.00 (non-refundable)
		-	\$1,500.00 (escrowed)

The amount which the Authority reimburses itself for the expenses of professional reviews and other services shall be the amount charged to the Authority for said reviews or services which shall be based on the hourly rate or other agreed rate then in effect with the person providing said service. In the event that the escrow account is depleted, the applicant shall post additional funds with the Authority in an amount to be set by the Authority.

# THE BORDENTOWN SEWERAGE AUTHORITY

## SCHEDULE 7

### MISCELLANEOUS CHARGES

1. House-Call Charge..... \$15.00

For dispatching an employee to terminate service. In lieu of discontinuation and resumption charge if bill is paid prior to actual discontinuation of service.

2. Discontinuation & Resumption Charge... \$40.00

For both discontinuing and resuming service.

3. Final Bill Charge..... \$15.00

4. New Account Charge..... \$15.00

5. Reprocessing Charge..... \$25.00

For redepositing a customer check which has not been honored for payment.

6. Plant Labor, Material and Equipment

(a) Plant labor shall be charged at the hourly rate in effect at the time that labor is performed, plus 40% for fringe benefits and overhead.

(b) Materials and equipment shall be charged at the cost of said items to the Authority, plus 25% for overhead and handling.

(c) Equipment owned and provided by the Authority shall be charged at the latest rental rates published by a reputable equipment rental company.

7. Fine for Violation of Rules and Regulations

Up to a maximum of..... \$200.00/day violation/unit

**THE BORDENTOWN SEWERAGE AUTHORITY**

**SCHEDULE 8**

**LABORATORY CHARGES**  
(per test)

Ammonia – N.....	\$30.00
BOD5.....	\$30.00
Copper.....	\$26.00
Total Phosphorous as P.....	\$26.00
Total Dissolved Solids.....	\$25.00
Total Suspended Solids.....	\$25.00
Oil and Grease.....	\$50.00
Ph.....	\$20.00

**RESOLUTION 2017-058**

**RESOLUTION APPROVING ADJUSTMENTS  
TO RATE SCHEDULE**

WHEREAS, The Bordentown Sewerage Authority published Notice of the time and place of the public hearing thereon in two newspapers of general circulation in the area serviced by the Authority and mailed said Notice to the clerk of each municipality serviced by the Authority, all at least twenty days preceding the public hearing; and

WHEREAS, the Authority conducted a public hearing on adjustments to its Rate Schedule on Monday, July 17, 2017, at 6:00 p.m. at the offices of the Authority as indicated in the publication of Notice; and

WHEREAS, the Authority provided evidence at the hearing showing that the adjustments of its Rate Schedule are necessary and reasonable; and

WHEREAS, the Authority provided the opportunity for cross-examination of persons offering such evidence at the public hearing; and

WHEREAS, the Authority ordered that a transcript of the hearing be made and a copy thereof be available upon request to any interested party at a reasonable fee; and

WHEREAS, the Authority has considered the adjustments to its Rate Schedule, as well as all evidence presented through direct and cross-examination, as well as all comments made by those members of the public in attendance at the aforesaid public hearing, as well as any written comments that may have been received; and

WHEREAS, the Authority having been satisfied from all of the evidence and comments presented that the adjustments of the Rate Schedule are in accordance with the Statute and are reasonable and necessary.

NOW, THEREFORE, BE IT RESOLVED, this 17<sup>th</sup> day of July, 2017 that the adjustments to the Rate Schedule, as attached to this Resolution, be and the same are hereby approved and adopted by the Authority.

BE IT FURTHER RESOLVED that the adjustments to the Rate Schedule shall become effective on January 1, 2018.

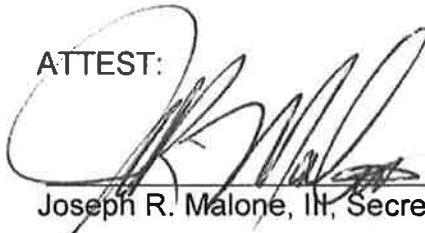
BE IT FURTHER RESOLVED that the provisions of The Bordentown Sewerage Authority Rules and Regulations pertaining to the time or times when and the place or places where such charges shall be due and payable be and the same are hereby incorporated herein by reference.

BE IT FURTHER RESOLVED that a copy of the Rate Schedule in effect shall at all times be kept on file at the office of the Authority and shall at all reasonable times be open to public inspection.

THE BORDENTOWN SEWERAGE AUTHORITY

By: M. Ellen Gulbinsky  
M. Ellen Gulbinsky, Chair

ATTEST:

  
Joseph R. Malone, III, Secretary

**“SCHEDULE A”**

**RATE SCHEDULE  
OF  
THE BORDENTOWN SEWERAGE AUTHORITY  
954 FARNSWORTH AVENUE  
BORDENTOWN, NEW JERSEY 08505  
(609) 291-9105**

**LATEST REVISION:**

**ADOPTED:**  
July 17, 2017

**EFFECTIVE DATE:**  
January 1, 2018

## **RATE SCHEDULE**

The provisions of the Bordentown Sewerage Authority Rules and Regulations which fix and determine the time or times when, and the place or places where, the charges contained in this Rate Schedule are due and payable are incorporated herein and made a part hereof.

# THE BORDENTOWN SEWERAGE AUTHORITY

## SCHEDULE 1

### SANITARY SEWER SERVICE CHARGES

	<u>QUARTERLY</u>	<u>ANNUALLY</u>
CLASS 1: RESIDENTIAL		
Single-family, condominium, townhouse, multifamily, apartment, trailer, mobile home.		
Base Rate per Unit	\$90.42	\$361.68
Consumption	\$3.10 per 1,000 gal.	\$3.10 per 1,000 gal.

Base rate shall be billed in advance each quarter. Consumption shall be billed in arrears each quarter based upon the water consumption records of the City of Bordentown Water Department. All overdue accounts shall be charged interest at the rate of one and one-half percent (1 ½%) per month.

#### CLASS 2: NON-RESIDENTIAL: HOTEL OR MOTEL

Hotel or motel

Base Rate per Unit *	\$45.21	\$180.84
Consumption	\$3.10 per 1,000 gal.	\$3.10 per 1,000 gal.

\* This portion of the Service Charges applies only to the number of units available for occupancy. The balance of the service charge is based upon consumption from the remainder of the building, including kitchens, restaurants, taverns, laundries, offices, convention or meeting rooms, sport or athletic facilities, common areas and restrooms and the like.

Base rate shall be billed in advance each quarter. Consumption shall be billed in arrears each quarter based upon the water consumption records of the City of Bordentown Water Department. All overdue accounts shall be charged interest at the rate of one and one-half percent (1 ½%) per month.



CLASS 3: NON-RESIDENTIAL: GENERAL  
(except schools)

One (1) base unit for each  
18,000 gallons of water usage  
or part thereof per quarter

Base Rate per Unit	\$90.42	\$361.68
Consumption	\$3.10 per 1,000 gal.	\$3.10 per 1,000 gal.

The number of base units for shall be determined quarterly and shall be based on the last available quarter of water consumption records of the City of Bordentown or on calibrated and metered sewage flow, or, in the case of a new facility, upon the estimated average daily flow of sewage.

The minimum charge per quarter shall be \$90.42 per unit plus \$3.10 per 1,000 gallons per unit. The base rate shall be billed in advance each quarter. Consumption shall be billed in arrears each quarter based upon the water consumption records of the City of Bordentown Water Department. All overdue accounts shall be charged interest at the rate of one and one-half percent (1 ½%) per month.

CLASS 4: NON-RESIDENTIAL: SCHOOLS

One (1) base unit plus an  
additional base unit for each  
20 students and staff or part thereof.

Base Rate per Unit	\$90.42	\$361.68
Consumption	\$3.10 per 1,000 gal.	\$3.10 per 1,000 gal.

The number of base units shall be determined prior to each quarterly billing.

The minimum charge per quarter shall be \$90.42 per unit plus \$3.10 per 1,000 gallons per unit. The base rate shall be billed in advance each quarter. Consumption shall be billed in arrears each quarter based upon the water consumption records of the City of Bordentown Water Department. All overdue accounts shall be charged interest at the rate of one and one-half percent (1 ½%) per month.

**THE BORDENTOWN SEWERAGE AUTHORITY  
SCHEDULE 4  
CONNECTION FEES**

**CLASS 1: RESIDENTIAL** **\$9,662.00**

Single-family, condominiums, townhouses,  
apartments, multifamily, duplex, age restricted, trailers,  
mobile homes (Per unit)

**CLASS 2: NON-RESIDENTIAL: HOTEL OR MOTEL**

(Per guest room) **\$4,831.00**

This portion of the connection fee applies only to the number of units available for transient occupancy. The connection fee for the non-occupancy portion of the building shall be based upon estimated usage from the remainder of the building, including kitchens, restaurants, taverns, laundries, offices, convention or meeting rooms, sport or athletic facilities, common areas and restrooms, at the Class 3 per gallon per day rate.

**CLASS 3: NON-RESIDENTIAL: GENERAL**

Per gallon per day	<b>\$64.00</b>
Minimum connection fee (per unit)	<b>\$9,662.00</b>

**CLASS 6: CERTAIN AFFORDABLE HOUSING PROJECTS**

Connection fees to public housing authorities and non-profit organizations building affordable housing projects that consist of new connections to the system are to be computed by providing a 50% reduction in the connection fee established in this Rate Schedule.

Connection fees to public housing authorities and non-profit organizations building affordable housing projects that consist of replacement units for demolished or refurbished units, and for which a connection fee was previously paid, are to be computed by charging the lesser of a.) the reduced rate of 50% of the connection fee established in this Rate Schedule, or b.) the connection fee established in this Rate Schedule, minus a credit in the amount of a connection fee previously paid for the housing units being replaced, provided the public housing authority and non-profit organization can establish the connection fee previously paid. If the amount of the previous connection fee cannot be established, the reduced rate of 50% of the connection fee established in this Rate Schedule shall apply.

# AUTHORITY CONTACT INFORMATION

## 2017

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

<b>Name of Authority:</b>	BORDENTOWN SEWERAGE AUTHORITY		
<b>Federal ID Number:</b>	22-2738398		
<b>Address:</b>	954 Farnsworth Avenue		
<b>City, State, Zip:</b>	Bordentown, NJ 08505		
<b>Phone: (ext.)</b>	609-291-9105	<b>Fax:</b>	609-291-9079

<b>Preparer's Name:</b>	Richard D. Eustace		
<b>Preparer's Address:</b>	954 Farnsworth Avenue		
<b>City, State, Zip:</b>	Bordentown, NJ 08505		
<b>Phone: (ext.)</b>	609-291-9105	<b>Fax:</b>	609-291-9079
<b>E-mail:</b>	reustace@bordentownsa.org		

<b>Chief Executive Officer:</b>	Richard D. Eustace		
<b>Phone: (ext.)</b>	609-291-9105	<b>Fax:</b>	609-291-9079
<b>E-mail:</b>	reustace@bordentownsa.org		

<b>Chief Financial Officer:</b>	Richard D. Eustace		
<b>Phone: (ext.)</b>	609-291-9105	<b>Fax:</b>	609-291-9079
<b>E-mail:</b>	reustace@bordentownsa.org		

<b>Name of Auditor:</b>	John J. Maley, Jr.		
<b>Name of Firm:</b>	Holman Frenia Allison, P.C.		
<b>Address:</b>	6 E Park Street		
<b>City, State, Zip:</b>	Bordentown, NJ 08505		
<b>Phone: (ext.)</b>	609-298-8639	<b>Fax:</b>	
<b>E-mail:</b>	jmaley@hfacpas.com		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## BORDENTOWN SEWERAGE AUTHORITY

FISCAL YEAR: FROM: 12/01/2017

TO: 11/30/2018

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: 23
- 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: \$891,318.91
- 3) Provide the number of regular voting members of the governing body: 6 (six)
- 4) Provide the number of alternate voting members of the governing body: 0 (zero)
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? NO *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required? YES **(Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering)** *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. ATTACHED**
- 11) Did the Authority pay for meals or catering during the current fiscal year? YES *If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*

**Bordentown Sewerage Authority**

PAGE N-3

**Question 10**

Compensation for the Board members was approved by resolution of the Board.

The Executive Director's starting salary was determined by the Board with a three year contract commencing June 2010. All subsequent increases have been approved by resolution of the Board.

**Bordentown Sewerage Authority**

PAGE N-3

**Question 11**

Did the Authority pay for meals or catering during the current fiscal year?

<u>DATE</u>	<u>Explanation</u>	<u>TOTAL</u>
12/19/2016	December 19, 2016 Board Meeting	\$ 130.77
01/17/2017	January 17, 2017 Board Meeting	\$ 130.77
02/21/2017	February 21, 2017 Board Meeting	\$ 130.77
03/20/2017	March 20, 2017 Board Meeting	\$ 130.77
04/17/2017	April 17, 2017 Board Meeting	\$ 130.77
05/15/2017	May 15, 2017 Board Meeting	\$ 130.77
06/19/2017	June 19, 2017 Board Meeting	\$ 130.77
07/17/2017	July 17, 2017 Board Meeting	\$ 130.77
08/21/2017	August 21, 2017 Board Meeting	\$ 130.77
		<u>\$ 1,176.93</u>

- 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 **YES, Executive Director for commuting only**
  - h. Health or social club dues or initiation fees **NO**
  - i. Personal services (i.e.: maid, chauffeur, chef) **NO**
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? **YES** *If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? **YES** *If "yes," attach explanation including amount paid.*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? **NO** *If "yes," attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? **YES** *If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.*
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? **NO** *If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? **NO** *If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*

**Bordentown Sewerage Authority**

PAGE N-3

**Question #15**

The Bordentown Sewerage Authority paid \$10,761.54 for six months cobra benefits for employment separation.



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

**FISCAL YEAR: FROM: 12/01/2017**

**TO: 11/30/2018**

*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:** 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 December 1, 2017 to November 30, 2018

Bordentown Sewerage Authority  
Reportable Compensation from  
Authority (W-2/ 1099)

Name	Title	Average Hours per Week Dedicated to Position	Position			Base Salary/ Stipend	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 Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
			Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)							
1 M. Ellen Gulbinky	Chairwoman	1	X					500			None					500
2 James E. Lynch, Jr.	Vice-Chairman	1	X					500			City of Bordentown	Mayor	10	3,000		3,500
3 Joseph R. Malone, III	Secretary	1	X					500			None					500
4 Leonard J. de Groot	Treasurer	1	X					500			None					500
5 Zigmont F. Targonski	Assistant Secretary	1	X					500			None					500
6 Aneka Miller	Assistant Secretary	1	X					500			None					500
7 Richard D. Eustace	Executive Director	40		X	X			109,935	780	27,887	Municipal Excess Liabi Fund Commission		10	0		138,602
8											Joint Insurance Fund					0
9																0
10																0
11																0
12																0
13																0
14																0
15																0
<b>Total:</b>										\$ 112,935	\$ 780	\$ 27,887	\$ 141,602	\$ 3,000	\$ -	\$ 144,602

(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

Bordentown Sewerage Authority  
For the Period December 1, 2017 to November 30, 2018

Annual Cost										
	# of Covered Members (Medical & Rx) Proposed Budget	Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior year Year Cost	\$ Increase (Decrease)	% Increase (Decrease)		
Active Employees - Health Benefits - Annual Cost										
Single Coverage	3	\$ 12,003	\$ 36,009	2	\$ 12,311	\$ 24,623	\$ 11,386	46.2%		
Parent & Child	0		-	2	22,038	44,076	(44,076)	-100.0%		
Employee & Spouse (or Partner)	3	24,112	72,336	3	24,845	74,535	(2,199)	-3.0%		
Family	8	33,456	267,650	7	34,628	242,395	25,256	10.4%		
Employee Cost Sharing Contribution (enter as negative - )			(56,638)			(60,348)	3,710	-6.1%		
Subtotal	14		319,357	14		325,280	(5,923)	-1.8%		
Commissioners - Health Benefits - Annual Cost										
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!		
Retirees - Health Benefits - Annual Cost										
Single Coverage	2	7,784	15,568	2	7,383	14,766	802	5.4%		
Parent & Child	0		-	0	-	-	-	#DIV/0!		
Employee & Spouse (or Partner)	3	15,568	46,704	3	16,610	49,830	(3,126)	-6.3%		
Family	0		-	0	-	-	-	#DIV/0!		
Employee Cost Sharing Contribution (enter as negative - )			-			-	-	#DIV/0!		
Subtotal	5		62,272	5		64,596	(2,324)	-3.6%		
GRAND TOTAL										
	19		\$ 381,630	19		\$ 389,876	\$ (8,247)	-2.1%		
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)										
YES										
YES										

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)

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

# Schedule of Accumulated Liability for Compensated Absences

Bordertown Sewerage Authority

For the Period December 1, 2017 to November 30, 2018

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
Administrative Staff (3 Employees)	153	\$ 17,940		X	
Operations Staff (11 Employees)	1427	60,355		X	
				X	
				X	
				X	
				X	
				X	
				X	
				X	
				X	
				X	
				X	
				X	
				X	
				X	
				X	
				X	
				X	
				X	
Total liability for accumulated compensated absences at beginning of current year		\$ 78,295			

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

## Schedule of Shared Service Agreements

For the Period  
December 1, 2017  
to  
November 30, 2018  
Bordentown Sewerage Authority

**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**

# **2017 AUTHORITY BUDGET**

## **Financial Schedules Section**

# SUMMARY

Bordentown Sewerage Authority  
For the Period December 1, 2017 to November 30, 2018

	FY 2018 Proposed Budget						FY 2017 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Operation		Total All				Total All			
	Operation #1	#2	N/A	N/A	N/A	N/A	Operations	Operations		
REVENUES										
Total Operating Revenues	\$ 5,188,038	\$ -	\$ -	\$ -	\$ -	\$ 5,188,038	\$ 4,670,746	\$ 517,292		11.1%
Total Non-Operating Revenues	100,000	-	-	-	-	100,000	100,000	-		0.0%
Total Anticipated Revenues	5,288,038	-	-	-	-	5,288,038	4,770,746	517,292		10.8%
APPROPRIATIONS										
Total Administration	1,050,750	-	-	-	-	1,050,750	1,050,250	500		0.0%
Total Cost of Providing Services	2,124,245	-	-	-	-	2,124,245	2,057,500	66,745		3.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,688,922	-	-	-	-	1,688,922	1,633,922	55,000		3.4%
Total Operating Appropriations	4,863,917	-	-	-	-	4,863,917	4,741,672	122,245		2.6%
Total Interest Payments on Debt	549,579	-	-	-	-	549,579	600,426	(50,847)		-8.5%
Total Other Non-Operating Appropriations	50,000	-	-	-	-	50,000	-	50,000		#DIV/0!
Total Non-Operating Appropriations	599,579	-	-	-	-	599,579	600,426	(847)		-0.1%
Accumulated Deficit	-	-	-	-	-	-	-	-		#DIV/0!
Total Appropriations and Accumulated Deficit	5,463,496	-	-	-	-	5,463,496	5,342,098	121,398		2.3%
Less: Total Unrestricted Net Position Utilized	175,458	-	-	-	-	175,458	571,352	(395,894)		-69.3%
Net Total Appropriations	5,288,038	-	-	-	-	5,288,038	4,770,746	517,292		10.8%
ANTICIPATED SURPLUS (DEFICIT)	\$ 1	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ -	\$ 1		#DIV/0!

# Revenue Schedule

## Bordentown Sewerage Authority

For the Period December 1, 2017 to November 30, 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>
	Operation #1	Operation #2	N/A	N/A	N/A	N/A	Total All Operations	All Operations	All Operations
<b>OPERATING REVENUES</b>									
<i>Service Charges</i>									
Residential	3,490,067						\$ 3,490,067	\$ 3,058,569	\$ 431,498 14.1%
Business/Commercial	992,093						992,093	978,133	13,960 1.4%
Industrial							-	-	#DIV/0!
Intergovernmental							-	-	#DIV/0!
Other							-	-	#DIV/0!
Total Service Charges	4,482,160	-	-	-	-	-	4,482,160	4,036,702	445,458 11.0%
<i>Connection Fees</i>									
Residential							-	46,104	(46,104) -100.0%
Business/Commercial	652,878						652,878	534,940	117,938 22.0%
Industrial							-	-	#DIV/0!
Intergovernmental							-	-	#DIV/0!
Other							-	-	#DIV/0!
Total Connection Fees	652,878	-	-	-	-	-	652,878	581,044	71,834 12.4%
<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>									
Wastewater Discharge	53,000						53,000	53,000	- 0.0%
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	53,000	-	-	-	-	-	53,000	53,000	- 0.0%
Total Operating Revenues	5,188,038	-	-	-	-	-	5,188,038	4,670,746	517,292 11.1%
<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	100,000						100,000	100,000	- 0.0%
Penalties							-	-	#DIV/0!
Other							-	-	#DIV/0!
Total Interest	100,000	-	-	-	-	-	100,000	100,000	- 0.0%
Total Non-Operating Revenues	100,000	-	-	-	-	-	100,000	100,000	- 0.0%
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 5,288,038</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,288,038</b>	<b>\$ 4,770,746</b>	<b>\$ 517,292 10.8%</b>



# Prior Year Adopted Revenue Schedule

## Bordentown Sewerage Authority

### FY 2017 Adopted Budget

	Operation					Total All
	Operation #1	#2	N/A	N/A	N/A	Operations
<b>OPERATING REVENUES</b>						
<i>Service Charges</i>						
Residential	\$ 3,058,569					\$ 3,058,569
Business/Commercial	978,133					978,133
Industrial						-
Intergovernmental						-
Other						-
Total Service Charges	4,036,702	-	-	-	-	4,036,702
<i>Connection Fees</i>						
Residential	46,104					46,104
Business/Commercial	534,940					534,940
Industrial						-
Intergovernmental						-
Other						-
Total Connection Fees	581,044	-	-	-	-	581,044
<i>Parking Fees</i>						
Meters						-
Permits						-
Fines/Penalties						-
Other						-
Total Parking Fees	-	-	-	-	-	-
<i>Other Operating Revenues (List)</i>						
Miscellaneous Revenue	53,000					53,000
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	53,000	-	-	-	-	53,000
Total Operating Revenues	4,670,746	-	-	-	-	4,670,746
<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 Other Non-Operating Revenues	-	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>						
Interest Earned	100,000					100,000
Penalties						-
Other						-
Total Interest	100,000	-	-	-	-	100,000
Total Non-Operating Revenues	100,000	-	-	-	-	100,000
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 4,770,746</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,770,746</b>

# Appropriations Schedule

## Bordentown Sewerage Authority

For the Period      December 1, 2017      to      November 30, 2018

	FY 2018 Proposed Budget						FY 2017 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Operation						Total All	Total All	
	Operation #1	#2	N/A	N/A	N/A	N/A	Operations	Operations	All Operations
OPERATING APPROPRIATIONS									
Administration - Personnel									
Salary & Wages	\$ 305,000						\$ 305,000	\$ 330,000	\$ (25,000)
Fringe Benefits	334,450						334,450	323,950	10,500
Total Administration - Personnel	639,450	-	-	-	-	-	639,450	653,950	(14,500)
Administration - Other (List)									
Professional Fees & Insurance	271,000						271,000	258,000	13,000
Office Machinery & Equipment	80,000						80,000	84,000	(4,000)
Office Supplies & Postage	27,300						27,300	27,300	-
Training, Scholarships, & Misc.	33,000						33,000	27,000	6,000
Miscellaneous Administration*							-	-	-
Total Administration - Other	411,300	-	-	-	-	-	411,300	396,300	15,000
Total Administration	1,050,750	-	-	-	-	-	1,050,750	1,050,250	500
Cost of Providing Services - Personnel									
Salary & Wages	762,800						762,800	711,400	51,400
Fringe Benefits	367,495						367,495	354,550	12,945
Total COPS - Personnel	1,130,295	-	-	-	-	-	1,130,295	1,065,950	64,345
Cost of Providing Services - Other (List)									
Utilities, Alarms, & Sludge Hauling	628,600						628,600	627,500	1,100
Plant, Buildings & Grounds Maintenance	83,750						83,750	83,750	-
Chemicals, Permits, & Lab Equipment	224,900						224,900	224,900	-
Vehicles, Uniforms, Safety, & Misc.	56,700						56,700	55,400	1,300
Miscellaneous COPS*							-	-	-
Total COPS - Other	993,950	-	-	-	-	-	993,950	991,550	2,400
Total Cost of Providing Services	2,124,245	-	-	-	-	-	2,124,245	2,057,500	66,745
Total Principal Payments on Debt Service in Lieu of Depreciation	1,688,922	-	-	-	-	-	1,688,922	1,633,922	55,000
Total Operating Appropriations	4,863,917	-	-	-	-	-	4,863,917	4,741,672	122,245
NON-OPERATING APPROPRIATIONS									
Total Interest Payments on Debt	549,579	-	-	-	-	-	549,579	600,426	(50,847)
Operations & Maintenance Reserve							-	-	-
Renewal & Replacement Reserve	50,000						50,000	-	50,000
Municipality/County Appropriation							-	-	-
Other Reserves							-	-	-
Total Non-Operating Appropriations	599,579	-	-	-	-	-	599,579	600,426	(847)
TOTAL APPROPRIATIONS	5,463,496	-	-	-	-	-	5,463,496	5,342,098	121,398
ACCUMULATED DEFICIT									
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT							-	-	-
DEFICIT	5,463,496	-	-	-	-	-	5,463,496	5,342,098	121,398
UNRESTRICTED NET POSITION UTILIZED									
Municipality/County Appropriation							-	-	-
Other	175,458						175,458	571,352	(395,894)
Total Unrestricted Net Position Utilized	175,458	-	-	-	-	-	175,458	571,352	(395,894)
TOTAL NET APPROPRIATIONS	\$ 5,288,038	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,288,038	\$ 4,770,746	\$ 517,292

\* 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      \$ 243,195.83      \$ -      \$ -      \$ -      \$ -      \$ -      \$ 243,195.83

# Prior Year Adopted Appropriations Schedule

## Bordentown Sewerage Authority

	FY 2017 Adopted Budget						
	Operation	Operation	N/A	N/A	N/A	N/A	Total All
	Operation #1	#2					Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 330,000						\$ 330,000
Fringe Benefits	323,950						323,950
Total Administration - Personnel	653,950	-	-	-	-	-	653,950
<i>Administration - Other (List)</i>							
Professional Fees & Insurance	258,000						258,000
Office Machinery & Equipment	84,000						84,000
Office Supplies & Postage	27,300						27,300
Training, Scholarships, & Misc	27,000						27,000
Miscellaneous Administration*							-
Total Administration - Other	396,300	-	-	-	-	-	396,300
Total Administration	1,050,250	-	-	-	-	-	1,050,250
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	711,400						711,400
Fringe Benefits	354,550						354,550
Total COPS - Personnel	1,065,950	-	-	-	-	-	1,065,950
<i>Cost of Providing Services - Other (List)</i>							
Utilities, Alarms, & Sludge Hauling	627,500						627,500
Plant, Building, & Grounds Maint.	83,750						83,750
Chemicals, Permits, & Lab Equip.	224,900						224,900
Vehicles, Uniforms, Safety, & Misc	55,400						55,400
Miscellaneous COPS*							-
Total COPS - Other	991,550	-	-	-	-	-	991,550
Total Cost of Providing Services	2,057,500	-	-	-	-	-	2,057,500
Total Principal Payments on Debt Service in Lieu of Depreciation	1,633,922	-	-	-	-	-	1,633,922
Total Operating Appropriations	4,741,672	-	-	-	-	-	4,741,672
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	600,426	-	-	-	-	-	600,426
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	600,426	-	-	-	-	-	600,426
<b>TOTAL APPROPRIATIONS</b>	5,342,098	-	-	-	-	-	5,342,098
<b>ACCUMULATED DEFICIT</b>							-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	5,342,098	-	-	-	-	-	5,342,098
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation		-	-	-	-	-	-
Other	571,352						571,352
Total Unrestricted Net Position Utilized	571,352	-	-	-	-	-	571,352
<b>TOTAL NET APPROPRIATIONS</b>	\$ 4,770,746	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,770,746

\* 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 \$ 237,083.60 \$ - \$ - \$ - \$ - \$ - \$ - \$ 237,083.60

**If Authority has no debt X this box**

Fiscal Year Ending in

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

2015



# Net Position Reconciliation

Bordentown Sewerage Authority

For the Period

December 1, 2017

to

November 30, 2018

## FY 2018 Proposed Budget

	Operation #1	Operation #2	N/A	N/A	N/A	N/A	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 11,277,755						\$ 11,277,755
Less: Invested in Capital Assets, Net of Related Debt (1)	5,149,158						5,149,158
Less: Restricted for Debt Service Reserve (1)	3,829,489						3,829,489
Less: Other Restricted Net Position (1)	1,435,917						1,435,917
Total Unrestricted Net Position (1)	863,191	-	-	-	-	-	863,191
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)	3,640,125						3,640,125
Plus: Other Adjustments (attach schedule)	-						-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	4,503,316	-	-	-	-	-	4,503,316
Unrestricted Net Position Utilized to Balance Proposed Budget	175,458	-	-	-	-	-	175,458
Unrestricted Net Position Utilized in Proposed Capital Budget	450,000	-	-	-	-	-	450,000
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	625,458	-	-	-	-	-	625,458
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>							
(4)	\$ 3,877,858	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,877,858

(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

\$ 243,196 \$ - \$ - \$ - \$ - \$ - \$ - \$ 243,196

(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  
BORDENTOWN  
SEWERAGE  
AUTHORITY

CAPITAL  
BUDGET/  
PROGRAM

# 2017 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

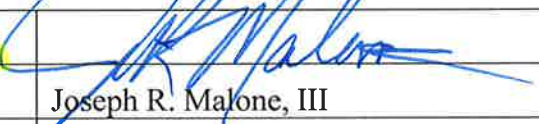
## BORDENTOWN SEWERAGE AUTHORITY

FISCAL YEAR: FROM: 12/01/2017 TO: 11/30/2018

☒ 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 Bordentown Sewerage Authority, on the 18th day of September, 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:	Joseph R. Malone, III		
Title:	Secretary		
Address:	954 Farnsworth Ave Bordentown, NJ 08505		
Phone Number:	609-291-9105	Fax Number:	609-291-9079
E-mail address	n/a		



# 2017 CAPITAL BUDGET/PROGRAM MESSAGE

## Bordentown Sewerage Authority

FISCAL YEAR: FROM: 12/01/2017 TO: 11/30/2018

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?

N/A

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.

Projects will be funded with surplus funds held by the Authority. User rate increases have been approved three consecutive years with the intention of user rents completely funding the Authority's operations exclusive of connection fees.

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

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

*Add additional sheets if necessary.*

# Proposed Capital Budget

## Bordentown Sewerage Authority

For the Period December 1, 2017 to

November 30, 2018

		<i>Funding Sources</i>				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Operation #1</i>						
Plant & Repairs	\$ 190,900	\$ 190,900				
Collection System	214,100	29,262	184,838			
Vehicle Replacement	35,000	35,000				
Laboratory Equipment	10,000	10,000				
Total	450,000	265,162	184,838	-	-	-
<i>Operation #2</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 450,000</b>	<b>\$ 265,162</b>	<b>\$ 184,838</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

## Bordentown Sewerage Authority

For the Period December 1, 2017 to November 30, 2018

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2018	2019	2020	2021	2022	2023
<i>Operation #1</i>							
Plant & Repairs	\$ 1,085,900	\$ 190,900	\$ 250,000	\$ 250,000	\$ 115,000	\$ 165,000	\$ 115,000
Collection System	464,100	214,100	50,000	50,000	50,000	50,000	50,000
Vehicle Replacement	185,000	35,000	30,000	30,000	30,000	30,000	30,000
Laboratory Equipment	60,000	10,000	10,000	10,000	10,000	10,000	10,000
Total	1,795,000	450,000	340,000	340,000	205,000	255,000	205,000
<i>Operation #2</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>\$ 1,795,000</b>	<b>\$ 450,000</b>	<b>\$ 340,000</b>	<b>\$ 340,000</b>	<b>\$ 205,000</b>	<b>\$ 255,000</b>	<b>\$ 205,000</b>

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

# 5 Year Capital Improvement Plan Funding Sources

## Bordentown Sewerage Authority

For the Period December 1, 2017 to November 30, 2018

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Operation #1</i>						
Plant & Repairs	\$ 1,085,900	\$ 1,085,900				
Collection System	464,100	279,262	184,838			
Vehicle Replacement	185,000	185,000				
Laboratory Equipment	60,000	60,000				
Total	1,795,000	1,610,162	184,838	-	-	-
<i>Operation #2</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>\$ 1,795,000</b>	<b>\$ 1,610,162</b>	<b>\$ 184,838</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	<b>\$ 1,795,000</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.