

State Filing Year

2017

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

Start Year

2017

Fiscal Year

LOCAL GOVT SERVICES

End Year

2016 NOV - 2 A 5:04

2017

RECEIVED

Authority Budget of:

Berkeley Township Municipal Utilities Authority

For the Period:

January 1, 2017

to

December 31, 2017

www.BerkeleyMUA.org

Authority Web Address

Department Of



**Community
Affairs**

Division of Local Government Services

State Filing Year

2017

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

	<u>Start Year</u>		<u>End Year</u>
Fiscal Year	2017	-	2017

Authority Budget of:

Berkeley Township Municipal Utilities Authority

For the Period:

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Authority Web Address

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**Community
Affairs**

Division of Local Government Services

2017 AUTHORITY BUDGET

Certification Section

2017

Berkeley Township Municipal Utilities Authority

AUTHORITY BUDGET

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

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D. Cwert CPA, RMA Date: 12/13/2016

CERTIFICATION OF ADOPTED BUDGET

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

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

By: _____ Date: _____

2017 PREPARER'S CERTIFICATION

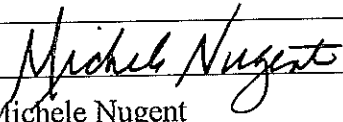
Berkeley Township Municipal Utilities Authority

AUTHORITY BUDGET

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

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

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

Preparer's Signature:			
Name:	Michele Nugent		
Title:	Executive Director		
Address:	42 Station Road Bayville, NJ 08721		
Phone Number:	732-237-0100	Fax Number:	732-237-0638
E-mail address	Executive-Director@BerkeleyMUA.org		

2017 APPROVAL CERTIFICATION


Berkeley Township Municipal Utilities Authority

AUTHORITY BUDGET

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

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Berkeley Township Municipal Utilities Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 27th day of October, 2016.

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

Officer's Signature:			
Name:	Michael W. Hale		
Title:	Chairman		
Address:	42 Station Road Bayville, NJ 08721		
Phone Number:	732-237-0100	Fax Number:	732-237-0638
E-mail address	Administration@BerkeleyMUA.org		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.BerkeleyMUA.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

Michele Nugent

Title of Officer Certifying compliance

Executive Director

Signature

Michele Nugent

2016-0054

2017 AUTHORITY BUDGET RESOLUTION

Berkeley Township Municipal Utilities Authority

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

WHEREAS, the Annual Budget and Capital Budget for the Berkeley Township Municipal Utilities Authority for the fiscal year beginning, January 1, 2017 and ending, December 31, 2017 has been presented before the governing body of the Berkeley Township Municipal Utilities Authority at its open public meeting of October 27, 2016; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 2,124,000, Total Appropriations, including any Accumulated Deficit if any, of \$ 2,233,034 and Total Unrestricted Net Position utilized of \$109,034; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$1,120,500 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$120,000; and total debt authorization planned to be issued as funding thereof totaling \$1,000,500; 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 Berkeley Township Municipal Utilities Authority, at an open public meeting held on October 27, 2016 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Berkeley Township Municipal Utilities Authority for the fiscal year beginning, January 1, 2017 and ending, December 31, 2017 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Berkeley Township Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 22, 2016.

Lloyd G. Mullikin

Lloyd G. Mullikin, Secretary

October 27, 2016
(Date)

Governing Body Member:	Recorded Vote:			
	Aye	Nay	Abstain	Absent
Michael W. Hale, Chairman	X			
Lloyd G. Mullikin, Secretary	X			
Karen Davis, Commissioner	X			
Edward F. Cammarato, Commissioner				X
Kevin Askew, Alt. Commissioner				X

2017 ADOPTION CERTIFICATION

Berkeley Township Municipal Utilities Authority AUTHORITY BUDGET

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

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Berkeley Township Municipal Utilities Authority, pursuant to N.J.A.C. 5:31-2.3, on the 22nd day of December, 2016.

Officer's Signature:	<i>Michael W. Hale</i>		
Name:	Michael W. Hale		
Title:	Chairman		
Address:	42 Station Road Bayville, NJ 08721		
Phone Number:	732-237-0100	Fax Number:	732-237-0638
E-mail address	Administration@BerkeleyMUA.org		

2017 ADOPTED BUDGET RESOLUTION

Berkeley Township Municipal Utilities Authority

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

WHEREAS, the Annual Budget and Capital Budget/Program for the Berkeley Township Municipal Utilities Authority for the fiscal year beginning January 1, 2017 and ending, December 31, 2017 has been presented for adoption before the governing body of the Berkeley Township Municipal Utilities Authority at its open public meeting of December 15, 2016; and

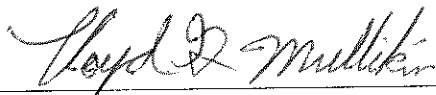
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 2,124,000, Total Appropriations, including any Accumulated Deficit if any, of \$ 2,233,034 and Total Unrestricted Net Position utilized of \$109,034; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$1,120,500 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$120,000; and total debt authorization planned to be issued as funding thereof totaling \$1,000,500; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Berkeley Township Municipal Utilities Authority, at an open public meeting held on December 15, 2016 that the Annual Budget and Capital Budget/Program of the Berkeley Township Municipal Utilities Authority for the fiscal year beginning January 1, 2017 and ending December 31, 2017 is hereby adopted and shall constitute appropriations for the purposes stated; and

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



Lloyd G. Mullikin, Secretary

12-15-16

(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Michael W. Hale, Chairman	X			
Lloyd G. Mullikin, Secretary	X			
Karen Davis, Commissioner	X			
Edward F. Cammarato, Commissioner				X
Kevin Askew, Alt. Commissioner				X

2017 AUTHORITY BUDGET

Narrative and Information Section

2017 AUTHORITY BUDGET MESSAGE & ANALYSIS

Berkeley Township Municipal Utilities Authority

AUTHORITY BUDGET

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

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

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

The 2016 Berkeley Township Municipal Utilities Authority ("Authority") Budget does not anticipate a significant increase or decrease in the overall operational revenue or operational expenses. However, certain expense line items of the budget were adjusted by a variance greater than 10%. For example: Administrative Salary & Wages increased by 10% (\$21,000) due to a recent salary review and ordinance modification for Commissioner salaries. Legal and Audit fees were decreased by 12.5% (\$5,000) & 14% (\$7,000) respectively based on prior year results and anticipated costs. Costs of Providing Services Fringe Benefits decreased due to one employee resignation. Debt Service Principal is estimated to increase 31.0% (\$138,784). This is a high estimate of annual debt associated with 2017 NJEIT program bond issuance. The 2017 bond issuance will pay off the NJEIT interim finance notes (issued at zero percent (0.00%) of the 2016 construction projects (Phase VI watermain installation and Phase I Well #4) as well as the 2017 Phase II Well #4. The 2017 NJEIT program will provide 75% of this funding interest free and 25% at market interest rate. The Authority may receive Principal Forgiveness on the Well #4 project but did not anticipate that currently unknown forgiveness amount is the estimated debt service calculation. Attached is the estimated debt service prepared by myself and reviewed by our outside auditor. The Municipality Appropriation was decreased to zero (100%). The Berkeley Township Administrator notified the Authority the Township will not request these funds from the Authority during 2017.

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

The 2017 Berkeley Township Municipal Utilities Authority ("Authority") does anticipate a small (4.5%) increase in overall revenues. However, greater than 10% increases are expected within certain line items of Revenue. Specifically, connection fees are expected to increase \$86,000. This is due to anticipated connections from private development and the completed Authority Phase VI watermain installation. The 2016 Phase VI project is complete. One hundred (100) homes will be required by ordinance to connect to the Authority's public water system. An additional 60 connections are estimated from private development. This budget estimated a conservative number of 120 connections when estimating this budget line item. The 2016 interest revenue budget amount of \$13,000 was very conservative compared to actual results. Therefore, the interest line was increased to \$20,000 based on the positive results of 2016.

3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. This section of Berkeley Township continues to experience optimistic real estate and construction activity. The second phase of construction for a fourth groundwater well will continue into 2017. Approximately 100 homes will be added to the Authority system during 2017 from the Phase VI watermain installation project completed in 2016.

4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered. The Authority anticipates using \$229,034 of Unrestricted Net Position. \$120,000 may be used for capital purchases. \$109,034 may be used to balance the operational budget. The Township will not request any amount of appropriation during 2017.

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.). The Authority will not remit the 5% appropriation to the Township nor does it anticipate any other fund transfer to County or Municipality.

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)**

No deficits exist from prior or proposed budgets.

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. No adjustment to the rate schedule is anticipated.

ORDINANCE NO. 2016-08-OA

AN ORDINANCE OF THE TOWNSHIP OF BERKELEY, COUNTY OF OCEAN, STATE OF NEW JERSEY, AMENDING THE TOWNSHIP CODE OF THE TOWNSHIP OF BERKELEY, AMENDING CHAPTER II, ENTITLED "ADMINISTRATION"

March 21, 2016

BE IT ORDAINED by the Township Council of the Township of Berkeley, County of Ocean, and State of New Jersey, as follows:

SECTION 1. Chapter II of the Township Code of the Township of Berkeley, entitled "Administration," is hereby amended so as to amend Article VII, entitled "Boards, Committees and Commissions," so as to amend § 2-43.2, entitled "Membership; Compensation; Additional Employees," which shall read in its entirety as follows:

§ 2-43.2. Membership; Compensation; Additional Employees.

- a. The members of the Berkeley Township Municipal Utilities Authority shall be hereafter appointed by resolution of the Governing Body in the manner provided in the Municipal Authorities Law. Each such member shall receive such compensation for his services, to be determined by the Authority, not to exceed five thousand (\$5,000.00) dollars per year, per member. Authority members may be reimbursed for necessary expenses incurred for the discharge of their duties.
- b. The Authority may employ such executive directors, managerial personnel, technical advisers, experts and professional employees and persons who shall render professional services, as set forth in N.J.S.A. 40A:11-5, as the Authority may determine necessary for its efficient operations.

SECTION 2. Chapter II of the Township Code of the Township of Berkeley, entitled "Administration," is hereby amended so as to amend Article VII, entitled "Boards, Committees and Commissions," so as to amend § 2-44.3, entitled "Composition; Compensation," which shall read in its entirety as follows:

§ 2-44.3 Composition; Compensation.

- a. There shall be five (5) members of the Sewerage Authority who shall be appointed by the Township Council. The members shall be residents. On or after January 1 annually, one (1) person shall be appointed as a member of the Sewerage Authority for a term commencing on February 1 in such year and expiring on February 1 in the fifth year after such year. In the event of a vacancy in the membership of the Sewerage Authority occurring during an unexpired term of office, a person shall be appointed as a member of the Sewerage Authority to serve for such unexpired term.

Questions

ESTIMATED NEW DEBT SERVICE

Exhibit VI

	Production Well - Fund		Production Well - Trust		Phase VI Water Main - Fund		Phase VI Water Main - Trust		Total New Debt	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2017	\$ 25,424	\$ -	\$ 11,409	\$ 5,548	\$ 83,031	\$ -	\$ 21,670	\$ 13,839	\$ 141,534	\$ 19,387
2018	38,136	-	11,431	5,526	83,031	-	22,211	13,297	154,809	18,823
2019	38,136	-	11,481	5,476	83,031	-	22,767	12,742	155,415	18,218
2020	38,136	-	11,555	5,402	83,031	-	23,336	12,172	156,058	17,574
2021	38,136	-	11,671	5,286	83,031	-	23,919	11,589	156,757	16,875
2022	38,136	-	11,817	5,140	83,031	-	24,517	10,991	157,501	16,131
2023	38,136	-	12,000	4,958	83,031	-	25,130	10,378	158,297	15,336
2024	38,136	-	12,216	4,742	83,031	-	25,758	9,750	159,141	14,492
2025	38,136	-	12,460	4,498	83,031	-	26,402	9,106	160,029	13,604
2026	38,136	-	12,729	4,228	83,031	-	27,062	8,446	160,958	12,674
2027	38,136	-	13,022	3,936	83,031	-	27,739	7,769	161,928	11,705
2028	38,136	-	13,341	3,616	83,031	-	28,432	7,076	162,940	10,692
2029	38,136	-	13,695	3,262	83,031	-	29,143	6,365	164,005	9,627
2030	38,136	-	14,078	2,880	83,031	-	29,872	5,636	165,117	8,516
2031	38,136	-	14,486	2,470	83,031	-	30,619	4,890	166,272	7,360
2032	38,136	-	14,928	2,030	83,031	-	31,384	4,124	167,479	6,154
2033	38,136	-	15,391	1,566	83,031	-	32,169	3,340	168,727	4,906
2034	38,136	-	15,883	1,074	83,031	-	32,973	2,535	170,023	3,609
2035	38,136	-	16,407	550	83,031	-	33,797	1,711	171,371	2,261
2036	38,628	-	-	-	83,031	-	34,643	865	156,302	865
2037	-	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-	-
Total	\$ 750,500	\$ -	\$ 250,000	\$ 72,188	\$ 1,660,628	\$ -	\$ 553,543	\$ 156,621	\$ 3,214,671	\$ 228,809

RATE SCHEDULE

WATER SERVICE

SECTION A-FIXED SERVICE CHARGE

(1) The fixed service charges for all classes of users shall be based on their service meter size at the following rates:

<u>Meter Size</u>	<u>Service Charge</u> <u>Per Quarter</u>
5/8"	\$ 55.00
3/4"	\$ 85.00
1"	\$ 145.00
1-1/2"	\$ 295.00
2"	\$ 475.00
3"	\$ 895.00
4"	\$ 1,495.00
6"	\$ 2,995.00

Customers with multiple meters shall be charged for each meter at the above indicated rate.

SECTION B-CONSUMPTION CHARGE

(1) In addition to the fixed service charge set forth above the following rate shall be applicable to water furnished in any quarter:

\$3.65 per 1,000 gallons

SECTION C-PRIVATE FIRE PROTECTION SERVICE

(1) *Annual stand-by water charges for sprinkler system.*

<u>Connection Size</u>	<u>Annual Charge</u>
4" (or smaller)	\$ 95.63
6"	\$212.50
8"	\$382.50
10"	\$595.00

(2) *The annual charge for each hydrant shall be \$212.50*

(3) *No charge shall be made for water used in the extinguishing of accidental fires, and water for any other purpose shall be drawn from a private fire connection.*

(4) *Fire protection shall be provided by separate connections to the Authority's mains, for which the connection fee set forth in Section H hereof shall not be applicable.*

SECTION D-PUBLIC FIRE PROTECTION SERVICE

(1) *The annual charge for each hydrant shall be \$212.50.*

(2) *No charge shall be made for water used in the extinguishing of accidental fire.*

SECTION E-MISCELLANEOUS

(1) *The Authority reserves the right to install temporary meters during construction of any residential or commercial structure. Fees for installation of temporary meters shall be promulgated by the Authority and will be available upon request.*

(2) *The use of water for building purposes, irrigation of other construction, shall be metered at a hydrant to be determined by the Authority. The user shall pay a \$50.00 installation cost and a \$500.00 deposit for the meter at the time of application to the Authority. The charge for water usage will thereafter be made on the basis of Section B hereof. The application for such water services shall be*

made by the owner of the property on which said water is to be used. The Authority shall have its statutory lien on such property for the collection of said charges.

(3) Other:

A-The Cost to Replace an Existing Account's Meter:

5/8" Meter:	\$135.00
3/4" Meter:	\$185.00
1" Meter:	\$200.00
1 1/2" Meter:	\$500.00
2" Meter:	\$700.00

B-The Cost to Replace Meter Parts:

5/8" Meter Plate:	\$13.00	3/4" Meter Plate:	\$15.00
5/8" Meter Gasket:	\$ 3.25	3/4" Meter Gasket:	\$ 3.25
5/8" Meter Liner:	<u>\$ 3.25</u>	3/4" Meter Liner:	<u>\$ 3.25</u>
Total Amount:	\$19.50	Total Amount:	\$21.50

C-Miscellaneous Fees:

BTMUA Rules and Regulations: \$75.00
Returned Check Fee: \$20.00
Title Searches Billed at \$1.00 Each or a Flat Monthly Fee of \$30.00
Open Public Records Fee: .05/.07 per Letter/Legal Page
Overtime Rate: \$55.00 per Hour (Min 2 Hrs)
New/Reconnection Inspection Fees: First Free, Each Additional: \$25.00
Seasonal Turn On/Off: Free 1 x Annually, Each Additional: \$25.00
Demolition of House/Disconnection Fee: First Scheduled Appt.: \$25.00.,
Each Additional: \$25.00
After Hours Labor/Appointments: Current Overtime Rate (Min 2 Hrs)
Meter Replacement Due to Downsize/Upgrade-See Replacement Costs
Damage to BTMUA Equipment: Billed at Replacement Costs + OT if Required
Hydrant Damage: Billed at Replacement Costs + Min 4 Hrs OT if Required

(4) In the event that any water meter shall become damaged or otherwise inoperable during any billing period, the bill for that billing period shall be based on an estimated use of water computed with reference to prior seasonal water usage.

SECTION F-PAYMENT

(1) All fixed service charges and consumption charges are payable quarterly. Stand-by charges shall be billed quarterly in advance. No partial payment of any bill will be accepted by the Authority.

SECTION G-CONNECTION FEES AND CHARGES

(1) *The initial fee for the right to connect directly or indirectly to the Authority's water system shall include a connection charge or fee and a meter fee, as well as, fees for review and inspection of work to be accomplished by the applicant in keeping with the requirements of the Authority's Rules and Regulations. These connection fees, which are onetime initial service charges for the right to connect to the Authority's water system.*

(2) *Schedule of connection fees for all classes of users shall be based upon the service meter size at the following rates:*

<u>METER SIZE</u>	<u>CONNECTION FEE</u>
5/8"	\$1100.00
3/4"	\$1225.00
1"	\$1505.00
1-1/2"	\$2045.00
2"	\$2705.00

(a) *For all connection sizes other than the above, rates may be obtained by application to the Authority.*

(b) *Where water lines are installed by the developers, and the developer provides the meter installed in the house to the Authority, there shall be deducted from the above connection fee the amount equivalent to the cost of said meter which shall be demonstrated to the Authority by certified voucher for said meter.*

(3) *Connection fees are payable at the option of the applicant in five installments with the initial installment paid at the time of the connection, the subsequent payment due annually for four years thereafter with a flat \$20.00 (twenty) service fee. In the case of real estate developers, the connection fees for the development shall be payable at the time of final approval, provided that in any development of more than 10 units the connection fees for the first 10 units shall be payable at the time of final approval with the balance of connection fees payable in groups of 10 units at a time in advance of the actual connections.*

SECTION H-FILING REVIEW AND INSPECTION FEES

(1) Where mains are to be constructed by anyone other than the Authority, the applicant shall make application and pay fees listed below:

- A. *Application for Review of Preliminary Plans:*
 - Base Fee (Minor Subs, etc.)----- \$450.00
 - Major Subdivision or Major Site Plan-----\$50.00 per unit (\$500.00 minimum)

- B. *Application for Tentative Approval*
 - Review Fee -----3% of estimated construction cost
(\$500.00 minimum)
- C. *Application for Final Approval*
 - Review Fee -----2 ½% of estimated construction cost
(\$500.00 minimum)

 - Inspection Fee -----5% of estimated construction cost
(\$750.00 Minimum)/Charged at an hourly fee.

- D. *Assimilation of record drawings into overall GIS-----2% of estimated construction cost (\$500.00 minimum)*

- E. *Attorneys Fees and Expenses-----\$3,000.00*
The Applicant shall be responsible for all attorney fees and expenses incurred by the Authority. In the event that attorney fees and expenses exceed the initial escrow the Applicant shall, before final approval, pay to the Authority any and all amounts necessary to pay said fees and expenses.

- F. *Accountants Fees and Expenses*
The Applicant shall be responsible for all accountant fees and expenses if applicable, billed at current contractual hourly rate.

Applications for extensions of approval with no changes must be accompanied by a review fee of \$500.00. Application for revisions after submittal and initial review must be accompanied by a minimum review fee of \$500.00 or 50% of the original application fee, whichever is greater.

AUTHORITY CONTACT INFORMATION 2017

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

Name of Authority:	Berkeley Township Municipal Utilities Authority		
Federal ID Number:	22-3031020		
Address:	42 Station Road		
City, State, Zip:	Bayville	NJ	08721
Phone: (ext.)	732-237-0100	Fax:	732-237-0638

Preparer's Name:	Michele Nugent		
Preparer's Address:	42 Station Road		
City, State, Zip:	Bayville, NJ 08721		
Phone: (ext.)	732-237-0100 x200	Fax:	732-237-0638
E-mail:	Executive-Director@BerkeleyMUA.org		

Chief Executive Officer:	Michele Nugent		
Phone: (ext.)	732-237-0100 x200	Fax:	732-237-0638
E-mail:	Executive-Director@BerkeleyMUA.org		

Chief Financial Officer:	Michele Nugent		
Phone: (ext.)	732-237-0100 x200	Fax:	732-237-0638
E-mail:	Executive-Director@BerkeleyMUA.org		

Name of Auditor:	Frank B. Holman III, CPA, PSA		
Name of Firm:	Holman, Frenia & Allison, P.C.		
Address:	680 Hooper Avenue Building B, Suite 201		
City, State, Zip:	Toms River	NJ	08721
Phone: (ext.)	732-797-1333	Fax:	732-797-1022
E-mail:	FHolman@hfepas.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

Berkeley Township Municipal Utilities Authority

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

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

- 1) Provide the number of individuals employed in calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 14
- 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: \$444,100.84
- 3) Provide the number of regular voting members of the governing body: Bylaws allow five regular voting members. Currently four regular voting members are appointed. The Authority has one open Board position.
- 4) Provide the number of alternate voting members of the governing body: Bylaws allow two alternate voting members. Currently one alternate voting member is appointed. The Authority has one open alternate position.
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? NO If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at http://fds.state.nj.us/njdca_prod/fdssearch.aspx before answering) YES If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? NO If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, key employee, or highest compensated employee? NO
 - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? NO
 - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NOIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. NO If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.

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.** Township ordinance dictates the annual compensation for the five Board Members. Four commissioners receive \$2,500 each and the Secretary receives \$3,750 in annual salaries. Review and approval by Authority Resolution was required to authorize the current employment contract for Michele Nugent, Executive Director (2015 W2-\$81,902.46). A contractual agreement,

also authorized by resolution of the Board Members is in place for Brian P. Blair, Chief of Operations (2015 W2-\$92,382.42). A survey of compensation for comparable positions was performed and provided the guideline for the current salary schedules for six hourly employees. The salary schedules were approved by the Board Members by resolution. All employees receive an annual evaluation.

Did the Authority pay for meals or catering during the current fiscal year? YES If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed. The Authority pays for an in house holiday party in December which costs approximately \$400 and a spring employee safety appreciation luncheon which costs approximately \$150.

Page N-3 (1 of 2)

Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? YES If "yes," attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed. By resolution, the Authority will reimburse up to \$300 + hotel and conference registration for attendance at the NJSLOM convention held in Atlantic City, NJ in November. 2015 total reimbursement costs for all attendees equaled \$3,216.12.

<u>NJSLOM</u>	<u>Conference Registration</u>	<u>Hotel Cost</u>	<u>Food/Misc Expenses</u>
Kevin Askew, Commissioner	55.00	314.00	130.97
Keith Buscio, Commissioner	55.00	157.00	70.45
Karen Davis, Commissioner	55.00	314.00	0.00
Michael W. Hale, Commissioner	55.00	0.00	95.45
Lloyd G. Mullikin, Commissioner	55.00	314.00	104.15
Patrick Pizzi, Commissioner	55.00	314.00	0.00
Michele Nugent, Executive Director	55.00	314.00	106.20
Brian P. Blair, Chief of Operations	<u>55.00</u>	<u>314.00</u>	<u>227.90</u>
	\$440.00	\$2,041.00	\$735.12

10)

11) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:

- a. First class or charter travel NO
- b. Travel for companions NO
- c. Tax indemnification and gross-up payments NO
- d. Discretionary spending account NO
- e. Housing allowance or residence for personal use NO
- f. Payments for business use of personal residence NO
- g. Vehicle/auto allowance or vehicle for personal use NO
- h. Health or social club dues or initiation fees NO
- i. Personal services (i.e.: maid, chauffeur, chef) NO

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

12) 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)

13) Did the Authority make any payments to current or former commissioners or employees for severance or termination? NO If "yes," attach explanation including amount paid.

14) 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.

15) 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.

- 16) 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.*
- 17) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? NO *If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS**
Berkeley Township Municipal Utilities Authority

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

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

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

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

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

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

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

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

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

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

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

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

For the Period January 1, 2017 to December 31, 2017
Berkeley Township Municipal Utilities Authority

Reportable Compensation from Authority
(W-2/ 1099)

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	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
Michael Hsieh	Commissioner	2	X					2,500				\$ 2,500	None					\$ 2,500
Lloyd Mullikin	Commissioner	2	X					3,750				\$ 3,750	None					\$ 3,750
Karen Davis	Commissioner	2	X					2,500				\$ 2,500	So. Jersey Transit Authority per Data Universe	Finance	40	74,170		76,670
Edward Cammarato	Commissioner	2	X					2,500				\$ 2,500	Berkeley Township BOE					2,500
Kevin Adkew	Alt Commissioner	1	X					2,500				\$ 2,500	None					2,500
Michele Nugent	Ex. Director	40		X				79,902		2,000	1,427	\$ 83,329	None					83,329
Brian Blair	Chief Of Operations	40		X				80,233		12,149	12,444	\$ 104,826	None					104,826
								0		0	0	\$ 0						0
								0		0	0	\$ 0						0
								0		0	0	\$ 0						0
								0		0	0	\$ 0						0
								0		0	0	\$ 0						0
								0		0	0	\$ 0						0
								0		0	0	\$ 0						0
								0		0	0	\$ 0						0
Total:								\$ 173,885	\$ -	\$ 14,149	\$ 13,871	\$ 201,905				\$ 74,170	\$ -	\$ 276,075

(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

Berkeley Township Municipal Utilities Authority
 For the Period January 1, 2017 to December 31, 2017

	Annual Cost		Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior year Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate Proposed Budget							
Active Employees - Health Benefits - Annual Cost									
Single Coverage	1	\$ 11,412	\$ 11,412	1	1	\$ 11,424	\$ 11,424	\$ (12)	-0.1%
Parent & Child	1	20,424	20,424	1	1	20,436	20,436	(12)	-0.1%
Employee & Spouse (or Partner)	2	23,724	47,448	2	2	23,748	47,496	(48)	-0.1%
Family	2	31,824	63,648	2	2	31,860	63,720	(72)	-0.1%
Employee Cost Sharing Contribution (enter as negative -)			(10,816)				(10,816)	-	0.0%
Subtotal	6		132,116	6	6		132,260	(144)	-0.1%
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 -)									-100.0%
Subtotal	0						23,795	(23,795)	#DIV/0!
Retirees - 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						23,795	(23,795)	-15.3%
GRAND TOTAL		6	\$ 132,116	7	7	\$ 156,055	\$ (23,939)		

Yes	Yes or No
Yes	Yes or No

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

Berkeley Township Municipal Utilities Authority

December 31, 2017

January 1, 2017 to

For the Period

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	Approved Labor Agreement	Resolution	Individual Employment Agreement
Brian P. Blair	36	\$ 10,888	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Deborah DelConte	78	12,352	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Stephen Kasper	21	2,863	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lori Lefaucher	13	1,508	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michael Middleton	22	3,415	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Michele Nugent	31	9,561	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carl Roth	23	4,737	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sandy Walker	13	1,457	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Employees receive time on individual anniversary dates, not January 1st.					
Total liability for accumulated compensated absences at beginning of current year		\$ 46,781			

Legal Basis for Benefit
(check applicable items)

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

Schedule of Shared Service Agreements

Berkeley Township Municipal Utilities Authority

December 31, 2017

January 1, 2017 to

For the Period

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority
Twp of Berkeley	Berkeley Township MUA	garbage/recycling collection		10/1/2011	ongoing	
Berkeley Township MUA	Twp of Berkeley	hydrant maintenance		1/1/2012	ongoing	
Berkeley Township MUA	Central Regional School District	hydrant maintenance		1/1/2012	ongoing	
Berkeley Township MUA	Central Regional School District	waived fees for minor meters		1/1/2015	ongoing	
Berkeley Township MUA	Berkeley Twp School District	hydrant maintenance		1998	ongoing	
Berkeley Township MUA	Berkeley Township Sewerage Authority	equipment & personnel assistance with utility projects		1998	ongoing	
Berkeley Township Sewerage Authority	Berkeley Township MUA	equipment & personnel assistance with utility projects		1998	ongoing	
Berkeley Township MUA	Pinewald Fire Company	equipment & personnel assistance with fire emergencies and drills		1998	ongoing	
Berkeley Township MUA	Bayville Fire Company	equipment & personnel assistance with fire emergencies and drills		1998	ongoing	

If No Shared Services X this Box

Berkeley Township Municipal Utilities Authority

2017 AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

Berkeley Township Municipal Utilities Authority
January 1, 2017 to December 31, 2017

For the Period

	FY 2017 Proposed Budget						FY 2016 Adopted Budget		% Increase (Decrease) Proposed vs. Adopted	
	Operation #1	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
REVENUES										
Total Operating Revenues	\$ 1,884,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,884,000	\$ 1,798,200	\$ 85,800	4.8%
Total Non-Operating Revenues	240,000	-	-	-	-	-	240,000	233,000	7,000	3.0%
Total Anticipated Revenues	2,124,000	-	-	-	-	-	2,124,000	2,031,200	92,800	4.6%
APPROPRIATIONS										
Total Administration	610,000	-	-	-	-	-	610,000	603,514	6,486	1.1%
Total Cost of Providing Services	668,000	-	-	-	-	-	668,000	669,086	(1,086)	-0.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	586,565	-	-	-	-	-	586,565	447,782	138,784	31.0%
Total Operating Appropriations	1,864,565	-	-	-	-	-	1,864,565	1,720,382	144,184	8.4%
Total Interest Payments on Debt	298,469	-	-	-	-	-	298,469	285,907	12,562	4.4%
Total Other Non-Operating Appropriations	70,000	-	-	-	-	-	70,000	156,019	(86,019)	-55.1%
Total Non-Operating Appropriations	368,469	-	-	-	-	-	368,469	441,926	(73,457)	-16.6%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	2,233,034	-	-	-	-	-	2,233,034	2,162,308	70,727	3.3%
Less: Total Unrestricted Net Position Utilized	109,034	-	-	-	-	-	109,034	131,108	(22,074)	-16.8%
Net Total Appropriations	2,124,000	-	-	-	-	-	2,124,000	2,031,200	92,801	4.6%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ (1)	-100.0%

Revenue Schedule

Berkeley Township Municipal Utilities Authority
 For the Period January 1, 2017 to December 31, 2017

	FY 2017 Proposed Budget						FY 2016 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Operation #1						Total All Operations	Total All Operations	All Operations	All Operations
	Water	N/A	N/A	N/A	N/A	N/A	Total All Operations	All Operations	All Operations	
OPERATING REVENUES										
<i>Service Charges</i>										
Residential	1565000					\$ 1,565,000	\$ 1,565,000	\$ -	0.0%	
Business/Commercial	157000					157,000	157,000	-	0.0%	
Industrial						-	-	-	#DIV/0!	
Intergovernmental	30000					30,000	30,000	-	0.0%	
Other						-	-	-	#DIV/0!	
Total Service Charges	1,752,000					1,752,000	1,752,000	-	0.0%	
<i>Connection Fees</i>										
Residential	132000					132,000	45,100	86,900	192.7%	
Business/Commercial						-	-	-	#DIV/0!	
Industrial						-	1,100	(1,100)	-100.0%	
Intergovernmental						-	-	-	#DIV/0!	
Other						-	-	-	#DIV/0!	
Total Connection Fees	132,000					132,000	46,200	85,800	185.7%	
<i>Parking Fees</i>										
Meters						-	-	-	#DIV/0!	
Permits						-	-	-	#DIV/0!	
Fines/Penalties						-	-	-	#DIV/0!	
Other						-	-	-	#DIV/0!	
Total Parking Fees						-	-	-	-	
<i>Other Operating Revenues (List)</i>										
Type in (Grant, Other Rev)						-	-	-	#DIV/0!	
Type in (Grant, Other Rev)						-	-	-	#DIV/0!	
Type in (Grant, Other Rev)						-	-	-	#DIV/0!	
Type in (Grant, Other Rev)						-	-	-	#DIV/0!	
Type in (Grant, Other Rev)						-	-	-	#DIV/0!	
Type in (Grant, Other Rev)						-	-	-	#DIV/0!	
Type in (Grant, Other Rev)						-	-	-	#DIV/0!	
Type in (Grant, Other Rev)						-	-	-	#DIV/0!	
Type in (Grant, Other Rev)						-	-	-	#DIV/0!	
Type in (Grant, Other Rev)						-	-	-	#DIV/0!	
Type in (Grant, Other Rev)						-	-	-	#DIV/0!	
Total Other Revenue						-	-	-	-	
Total Operating Revenues	1,884,000					1,884,000	1,798,200	85,800	4.8%	
NON-OPERATING REVENUES										
<i>Other Non-Operating Revenues (List)</i>										
Tower Rents	220,000					220,000	220,000	-	0.0%	
Type in						-	-	-	#DIV/0!	
Type in						-	-	-	#DIV/0!	
Type in						-	-	-	#DIV/0!	
Type in						-	-	-	#DIV/0!	
Total Other Non-Operating Revenue	220,000					220,000	220,000	-	0.0%	
<i>Interest on Investments & Deposits (List)</i>										
Interest Earned	20,000					20,000	13,000	7,000	53.8%	
Penalties						-	-	-	#DIV/0!	
Other						-	-	-	#DIV/0!	
Total Interest	20,000					20,000	13,000	7,000	53.8%	
Total Non-Operating Revenues	240,000					240,000	233,000	7,000	3.0%	
TOTAL ANTICIPATED REVENUES	\$ 2,124,000	\$ -	\$ -	\$ -	\$ -	\$ 2,124,000	\$ 2,031,200	\$ 92,800	4.6%	

Prior Year Adopted Revenue Schedule

Berkeley Township Municipal Utilities Authority

FY 2016 Adopted Budget

	FY 2016 Adopted Budget						Total All Operations
	Operation #1 Water	N/A	N/A	N/A	N/A	N/A	
OPERATING REVENUES							
<i>Service Charges</i>							
Residential	\$ 1,565,000						\$ 1,565,000
Business/Commercial	157,000						157,000
Industrial							-
Intergovernmental	30,000						30,000
Other							-
Total Service Charges	1,752,000	-	-	-	-	-	1,752,000
<i>Connection Fees</i>							
Residential	45,100						45,100
Business/Commercial							-
Industrial							-
Intergovernmental	1,100						1,100
Other							-
Total Connection Fees	46,200	-	-	-	-	-	46,200
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees		-	-	-	-	-	-
<i>Other Operating Revenues (List)</i>							
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Total Other Revenue		-	-	-	-	-	-
Total Operating Revenues	1,798,200	-	-	-	-	-	1,798,200
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
Tower Rents	220,000						220,000
Type in							-
Type in							-
Type in							-
Type in							-
Total Other Non-Operating Revenues	220,000	-	-	-	-	-	220,000
<i>Interest on Investments & Deposits</i>							
Interest Earned	13,000						13,000
Penalties							-
Other							-
Total Interest	13,000	-	-	-	-	-	13,000
Total Non-Operating Revenues	233,000	-	-	-	-	-	233,000
TOTAL ANTICIPATED REVENUES	\$ 2,031,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,031,200

Appropriations Schedule

Berkeley Township Municipal Utilities Authority
For the Period January 1, 2017 to December 31, 2017

	FY 2017 Proposed Budget						Total All	FY 2016 Adopted	\$ Increase	% Increase
							Operations	Budget	(Decrease)	(Decrease)
	Operation #1	N/A	N/A	N/A	N/A	N/A	Operations	Proposed vs.	Proposed vs.	Proposed vs.
	Water	N/A	N/A	N/A	N/A	N/A	Operations	Adopted	Adopted	Adopted
OPERATING APPROPRIATIONS										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 232,000					\$ 232,000	\$ 211,000	\$ 21,000		10.0%
Fringe Benefits	138,000					138,000	142,514	(4,514)		-3.2%
Total Administration - Personnel	370,000					370,000	353,514	16,486		4.7%
<i>Administration - Other (List)</i>										
Engineering Fees	60,000					60,000	60,000	-		0.0%
Legal Fees	35,000					35,000	40,000	(5,000)		-12.5%
Auditing Fees	43,000					43,000	50,000	(7,000)		-14.0%
Office Supplies	60,000					60,000	60,000	-		0.0%
Miscellaneous Administration*	42,000					42,000	40,000	2,000		5.0%
Total Administration - Other	240,000					240,000	250,000	(10,000)		-4.0%
Total Administration	610,000					610,000	603,514	6,486		1.1%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	262,000					262,000	250,000	12,000		4.8%
Fringe Benefits	154,000					154,000	166,486	(12,486)		-7.5%
Total COPS - Personnel	416,000					416,000	416,486	(486)		-0.1%
<i>Cost of Providing Services - Other (List)</i>										
Utilities	90,000					90,000	90,000	-		0.0%
Insurance	25,000					25,000	25,000	-		0.0%
Permit Fees	20,000					20,000	20,000	-		0.0%
Plant/System Repairs	99,000					99,000	99,600	(600)		-0.6%
Miscellaneous COPS*	18,000					18,000	18,000	-		0.0%
Total COPS - Other	252,000					252,000	252,600	(600)		-0.2%
Total Cost of Providing Services	668,000					668,000	669,086	(1,086)		-0.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	586,565					586,565	447,782	138,784		31.0%
Total Operating Appropriations	1,864,565					1,864,565	1,720,382	144,184		8.4%
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt	298,469					298,469	285,907	12,562		4.4%
Operations & Maintenance Reserve	50,000					50,000	50,000	-		0.0%
Renewal & Replacement Reserve	20,000					20,000	20,000	-		0.0%
Municipality/County Appropriation	-					-	86,019	(86,019)		-100.0%
Other Reserves	-					-	-	-		#DIV/0!
Total Non-Operating Appropriations	368,469					368,469	441,926	(73,457)		-16.6%
TOTAL APPROPRIATIONS	2,233,034					2,233,034	2,162,308	70,727		3.3%
ACCUMULATED DEFICIT										
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,233,034					2,233,034	2,162,308	70,727		3.3%
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation	-					-	86,019	(86,019)		-100.0%
Other	109,034					109,034	45,089	63,945		141.8%
Total Unrestricted Net Position Utilized	109,034					109,034	131,108	(22,074)		-16.8%
TOTAL NET APPROPRIATIONS	\$ 2,124,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,124,000	\$ 2,031,200	\$ 92,801	4.6%

* 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 \$ 93,228.25 \$ - \$ - \$ - \$ - \$ - \$ 93,228.25

Prior Year Adopted Appropriations Schedule

Berkeley Township Municipal Utilities Authority

	<i>FY 2016 Adopted Budget</i>						Total All Operations
	Operation #1 Water	N/A	N/A	N/A	N/A	N/A	
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 211,000						\$ 211,000
Fringe Benefits	142,514						142,514
Total Administration - Personnel	353,514	-	-	-	-	-	353,514
<i>Administration - Other (List)</i>							
Engineering Fees	60,000						60,000
Legal Fees	40,000						40,000
Auditing Fees	50,000						50,000
Office Supplies	60,000						60,000
Miscellaneous Administration*	40,000						40,000
Total Administration - Other	250,000	-	-	-	-	-	250,000
Total Administration	603,514	-	-	-	-	-	603,514
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	250,000						250,000
Fringe Benefits	166,486						166,486
Total COPS - Personnel	416,486	-	-	-	-	-	416,486
<i>Cost of Providing Services - Other (List)</i>							
Utilities	90,000						90,000
Insurance	25,000						25,000
Permit Fees	20,000						20,000
Plant/System Repairs	99,600						99,600
Miscellaneous COPS*	18,000						18,000
Total COPS - Other	252,600	-	-	-	-	-	252,600
Total Cost of Providing Services	669,086	-	-	-	-	-	669,086
Total Principal Payments on Debt Service in Lieu of Depreciation	447,782	-	-	-	-	-	447,782
Total Operating Appropriations	1,720,382	-	-	-	-	-	1,720,382
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	285,907	-	-	-	-	-	285,907
Operations & Maintenance Reserve	50,000						50,000
Renewal & Replacement Reserve	20,000						20,000
Municipality/County Appropriation	86,019						86,019
Other Reserves							-
Total Non-Operating Appropriations	441,926	-	-	-	-	-	441,926
TOTAL APPROPRIATIONS	2,162,308	-	-	-	-	-	2,162,308
ACCUMULATED DEFICIT							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,162,308	-	-	-	-	-	2,162,308
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	86,019	-	-	-	-	-	86,019
Other	45,089						45,089
Total Unrestricted Net Position Utilized	131,108	-	-	-	-	-	131,108
TOTAL NET APPROPRIATIONS	\$ 2,031,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,031,200

* 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 \$ 86,019.08 \$ - \$ - \$ - \$ - \$ - \$ 86,019.08

Debt Service Schedule - Principal

Berkeley Township Municipal Utilities Authority

	<i>Fiscal Year Ending in</i>								
	Adopted Budget Year 2016	Proposed Budget Year 2017	2018	2019	2020	2021		2022	Thereafter
<i>Operation #1 Water</i>									
2003 / 2012 Bonds	\$ 196,516	\$ 202,652	\$ 208,721	\$ 214,826	\$ 225,967	\$ 227,145	\$ 233,962	\$ 5,181,076	\$ 6,493,749
NJEIT 2007 aka 2015A-R1 *	199,702	190,864	194,864	198,703	205,089	225,089	213,703	963,538	2,191,850
NJEIT 2014	51,464	51,515	51,589	51,705	51,851	52,034	52,250	438,639	749,583
NJEIT 2017 ESTIMATE **	-	141,534	154,809	155,415	156,058	156,757	157,501	2,292,597	3,214,671
Total Principal	447,782	586,565	609,983	620,649	638,965	661,025	656,816	8,875,850	12,649,853
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal									
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal									
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal									
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal									
TOTAL PRINCIPAL ALL OPERATIONS	\$ 447,782	\$ 586,565	\$ 609,983	\$ 620,649	\$ 638,965	\$ 661,025	\$ 656,816	\$ 8,875,850	\$ 12,649,853

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

Moody's		Standard & Poors
Fitch		
Bond Rating		
Year of Last Rating		

* See Attached Revised NJEIT 2007 AKA 2015 R-1A Debt Service Schedule
 ** See Attached Auditor's DRAFT Estimate of 2017 Debt Service Schedule

Debt Service Schedule - Interest

Berkeley Township Municipal Utilities Authority

	Fiscal Year Ending in							
	Proposed Budget Year 2017	2018	2019	2020	2021	2022		Thereafter
Operation #1 Water								
2003 / 2012 Bonds	\$ 212,890	\$ 200,735	\$ 194,380	\$ 187,839	\$ 182,861	\$ 177,844	\$ 1,768,245	\$ 2,918,809
NJET 2007 aka 2015A-R1	67,491	56,250	51,750	47,050	42,050	36,800	97,250	391,700
NJET 2014	5,526	11,302	10,937	10,541	9,857	9,141	75,859	139,264
NJET 2017 ESTIMATE	-	18,823	18,218	17,574	16,875	16,131	121,801	228,809
Total Interest Payments	285,907	287,110	275,285	263,004	251,643	239,916	2,063,155	3,678,582
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments								
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments								
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments								
N/A								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments								
TOTAL INTEREST ALL OPERATIONS	\$ 285,907	\$ 287,110	\$ 275,285	\$ 263,004	\$ 251,643	\$ 239,916	\$ 2,063,155	\$ 3,678,582

Net Position Reconciliation

Berkeley Township Municipal Utilities Authority
For the Period January 1, 2017 to December 31, 2017

FY 2017 Proposed Budget

Operation #1	N/A	N/A	N/A	N/A	N/A	N/A	Total All
Water							Operations
\$ 11,882,391							\$ 11,882,391
8,523,983							8,523,983
1,167,757							1,167,757
340,000							340,000
1,850,651							1,850,651
70,000							70,000
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)							
Less: Invested in Capital Assets, Net of Related Debt (1)							
Less: Restricted for Debt Service Reserve (1)							
Less: Other Restricted Net Position (1)							
Total Unrestricted Net Position (1)							
Less: Designated for Non-Operating Improvements & Repairs							
Less: Designated for Rate Stabilization							
Less: Other Designated by Resolution							
Plus: Accrued Unfunded Pension Liability (1)							
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							
Plus: Estimated Income (Loss) on Current Year Operations (2)							
Plus: Other Adjustments (attach schedule)							
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET							
1,780,651							1,780,651
109,034							109,034
120,000							120,000
-							-
229,034							229,034
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR							
\$ 1,551,617	\$	\$	\$	\$	\$	\$	\$ 1,551,617

(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 \$ 93,228 \$ - \$ - \$ - \$ - \$ - \$ 93,228
 (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

Berkeley Township Municipal Utilities Authority

AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2017 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

Berkeley Township Municipal Utilities Authority

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

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Berkeley Township Municipal Utilities Authority, on the 27th day of October, 2016.

OR

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

Officer's Signature:	<i>Michael W. Hale</i>		
Name:	Michael W. Hale		
Title:	Chairman		
Address:	42 Station Road Bayville, NJ 08721		
Phone Number:	732-237-0100	Fax Number:	732-237-0638
E-mail address	Administration@BerkeleyMUA.org		

Proposed Capital Budget

Berkeley Township Municipal Utilities Authority
 For the Period January 1, 2017 to December 31, 2017

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Operation #1 Water</i>					
Well #4 Phase 2	\$ 1,000,500			\$ 1,000,500	
Equipment / Vehicles	100,000	100,000			
Watermain Phase VII	-				
Meters	20,000	20,000			
Total	1,120,500	120,000	-	1,000,500	-
<i>N/A</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>N/A</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>N/A</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>N/A</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<i>N/A</i>					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 1,120,500	\$ 120,000	\$ -	\$ 1,000,500	\$ -

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

Berkeley Township Municipal Utilities Authority

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

Fiscal Year Beginning In

	Estimated Total Cost	Current Budget Year 2017	2018	2019	2020	2021	2022
<i>Operation #1 Water</i>							
Well #4 Phase 2	\$ 1,000,500	\$ 1,000,500					
Equipment / Vehicles	100,000	100,000					
Watermain Phase VII	2,500,000	-		2,500,000			
Meters	120,000	20,000	20,000	20,000	20,000	20,000	20,000
Total	3,720,500	1,120,500	20,000	2,520,000	20,000	20,000	20,000
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 3,720,500	\$ 1,120,500	\$ 20,000	\$ 2,520,000	\$ 20,000	\$ 20,000	\$ 20,000

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

Berkeley Township Municipal Utilities Authority
 For the Period January 1, 2017 to December 31, 2017

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Operation #1 Water</i>						
Well #4 Phase 2	\$ 1,000,500			\$ 1,000,500		
Equipment / Vehicles	100,000	100,000				
Watermain Phase VII	2,500,000			2,500,000		
Meters	120,000	120,000				
Total	3,720,500	220,000	-	3,500,500	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL	\$ 3,720,500	\$ 220,000	\$ -	\$ 3,500,500	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 3,720,500					
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.