

*Authority Budget of:*

*Berkeley Township Municipal Utilities Authority*

State Filing Year

2018

**APPROVED COPY**

*For the Period:*

*January 1, 2018*

*to*

*December 31, 2018*

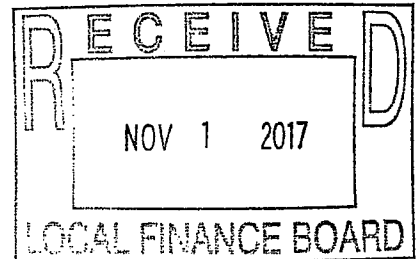
[WWW.BerkeleyMUA.org](http://WWW.BerkeleyMUA.org)

Authority Web Address

**Department Of**



**Community  
Affairs**



*Division of Local Government Services*

# 2018 ADOPTED BUDGET RESOLUTION

## Berkeley Township Municipal Utilities Authority (Name) **AUTHORITY**

**FISCAL YEAR:** FROM: January 1, 2018 TO: December 31, 20

WHEREAS, the Annual Budget and Capital Budget/Program for the Berkeley Township Municipal Utilities Authority for the fiscal year beginning January 1, 2018 and ending, December 31, 2018 has been presented for adoption before the governing body of the Berkeley Township Municipal Utilities Authority at its open public meeting of December 28, 2018; and


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

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 2,287,000, Total Appropriations, including any Accumulated Deficit if any, of \$ 2,290,674 and Total Unrestricted Net Position utilized of \$3,674 ; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$2,211,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$211,000; and total debt authorization planned to be issued as funding thereof totaling \$2,000,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Berkeley Township Municipal Utilities Authority, at an open public meeting held on December 28, 2018 that the Annual Budget and Capital Budget/Program of the Berkeley Township Municipal Utilities Authority for the fiscal year beginning, January 1, 2018 and, ending, December 31, 2018 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

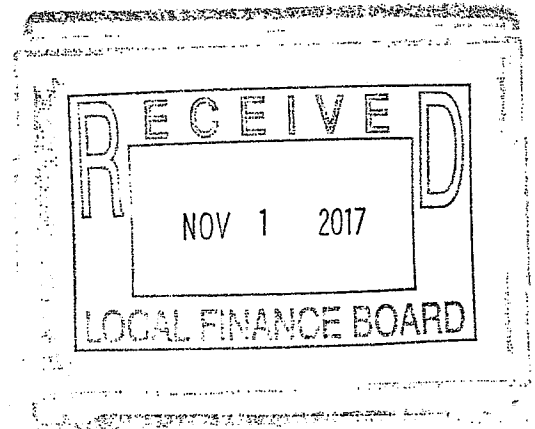
  
\_\_\_\_\_  
Edward F. Cammarato, Secretary

12/28/17  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Karen Davis, Chairwoman	✓			
Edward F. Cammarato, Secretary	✓			
Kevin Askew, Commissioner	✓			
Michael W. Hale, Commissioner	✓			
Lloyd G. Mullikin, Commissioner	✓			
Richard Elliott, <u>Alt.</u> Commissioner				

# 2018 AUTHORITY BUDGET

## Certification Section



2018

Berkeley Township Municipal Utilities Authority  
(Name)

**AUTHORITY BUDGET**

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

*For Division Use Only*

**CERTIFICATION OF APPROVED BUDGET**

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

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

By: Paul D Ewert CFA, RMA Date: 11/29/2017

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

# 2018 PREPARER'S CERTIFICATION

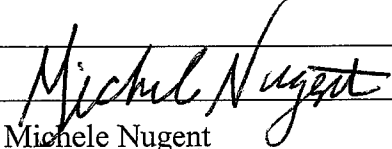
Berkeley Township Municipal Utilities Authority  
(Name)

## AUTHORITY BUDGET

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

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

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

Preparer's Signature:			
Name:	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		

# 2018 APPROVAL CERTIFICATION

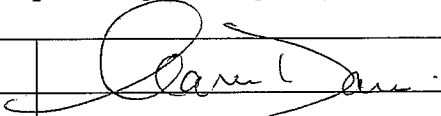
Berkeley Township Municipal Utilities Authority  
(Name)

## AUTHORITY BUDGET

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

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Berkeley Township Municipal Utilities Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 26th day of October, 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:	Karen Davis		
Title:	Chairwoman		
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: \_\_\_\_\_

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.

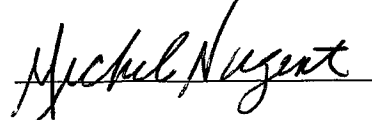
Name of Officer Certifying compliance

Michele Nugent

Title of Officer Certifying compliance

Executive Director,

Signature



# 2018 AUTHORITY BUDGET RESOLUTION

## Berkeley Township Municipal Utilities Authority

(Name)

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

WHEREAS, the Annual Budget and Capital Budget for the Berkeley Township Municipal Utilities Authority for the fiscal year beginning, January 1, 2018 and ending, December 31, 2018 has been presented before the governing body of the Berkeley Township Municipal Utilities Authority at its open public meeting of October 26, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 2,287,000, Total Appropriations, including any Accumulated Deficit if any, of \$ 2,290,674 and Total Unrestricted Net Position utilized of \$3,674 ; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$2,211,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$211,000; and total debt authorization planned to be issued as funding thereof totaling \$2,000,000; and

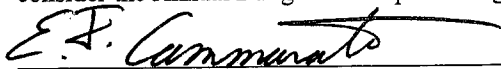
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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 Berkeley Township Municipal Utilities Authority, at an open public meeting held on October 26, 2017 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, 2018 and ending, December 31, 2018 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Berkeley Township Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 28, 2017.

  
Edward F. Cammarato, Secretary

October 26, 2017  
(Date)

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



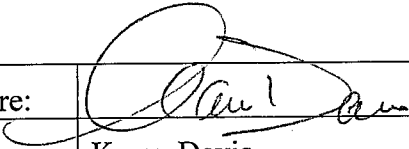
# 2018 ADOPTION CERTIFICATION

Berkeley Township Municipal Utilities Authority  
(Name)

## AUTHORITY BUDGET

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

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Berkeley Township Municipal Utilities Authority, pursuant to N.J.A.C. 5:31-2.3, on the 28th day of, December, 2018.

Officer's Signature:			
Name:	Karen Davis		
Title:	Chairwoman		
Address:	42 Station Road Bayville, NJ 08721		
Phone Number:	732-237-0100	Phone Number:	732-237-0100
E-mail address	Administration@BerkeleyMUA.org		

# 2018 ADOPTED BUDGET RESOLUTION

## Berkeley Township Municipal Utilities Authority (Name) AUTHORITY

**FISCAL YEAR:** FROM: January 1, 2018 TO: December 31, 20

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\_\_\_\_\_  
Edward F. Cammarato, Secretary

12/27/17  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Karen Davis, Chairwoman	X			
Edward F. Cammarato, Secretary	X			
Kevin Askew, Commissioner	X			
Michael W. Hale, Commissioner	X			
Lloyd G. Mullikin, Commissioner	X			
Richard Elliott, <u>Alt.</u> Commissioner				

**2018 AUTHORITY BUDGET**

**Narrative and Information Section**

# 2018 AUTHORITY BUDGET MESSAGE & ANALYSIS

Berkeley Township Municipal Utilities Authority  
(Name)

## AUTHORITY BUDGET

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

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

1. Complete a brief statement on the 2018/2018-2019 proposed Annual Budget and make comparison to the 2017/2017-2018 adopted budget for each operation. Explain any variances over +/-10% (**As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 10%**) for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide a copy of the resolution authorizing the rate increase.

The 2018 Berkeley Township Municipal Utilities Authority ("Authority") Budget does not anticipate a significant increase or decrease in the overall 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 14% (\$33,000) due to a recent salary review, increasing vacation accruals and an ordinance modification for Commissioner salaries. Costs of Providing Salary & Wages increased by 17.2% (\$45,000) due to the above referenced salary review and increasing vacation accruals. Plant/System Repairs increased by 26.5% (\$26,000) due to scheduled valve replacement for maintenance. A 9.7% decrease (\$57,122) is anticipated in Debt Service Principal because the 2017 bond issuance payments were estimated in the 2017 budget. Those bonds were issued during 2017 and the Authority received \$500,000 NJEIT Principal Forgiveness. A 2018 bond issuance is planned and estimated in the 2018 budget. The 2018 bond issuance will pay for the Well #4 Phase I and II projects when completed during 2018. The estimated debt service schedule for the 2018 bond issuance was prepared by me and reviewed by our outside auditor. The 2018 NJEIT program will provide 75% of this funding interest free and 25% at market interest rate. The Authority does not anticipate receipt of Principal Forgiveness on the Well #4 project. The Berkeley Township Administrator notified the Authority the Township will not request the municipality appropriation in 2018.

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 an increase in overall revenue (7%). However, greater than 10% increases are expected within certain line items of Revenue. Specifically, Other Revenue: Hydrant Fees increased 100% (\$125,000). The Authority previously waived hydrant fees to the Township for several years to provide assistance related to the tax ratable impact from Hurricane Sandy. The Township Administrator notified the Authority those fees can resume. Connection Fees-Residential decreased -90% (\$118,900). The Authority completed a watermain installation phase and connected approximately 90 homes during 2017. (Connection fees are one time

revenue.) Connection Fees- Business and Intergovernmental increased 100% (\$163,900) due to the expectation of an apartment complex and OCUA connections. No change is anticipated for the current rate schedule.

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 2018.

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 \$214,674 of Unrestricted Net Position. \$211,000 may be used for capital purchases. \$3,674 may be used to balance the operational budget.

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 during 2018 nor does it anticipate any other fund transfer to County or other Municipality.

6. The proposed budget must not reflect an anticipated deficit from 2018/2018-2019 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. (**Prepare a response to deficits caused by the implementation of GASB 68**)

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.

GILMORE & MONAHAN  
A Professional Corporation  
COUNSELLORS AT LAW  
Men Street Professional Center  
Ten Allen Street  
P.O. Box 1540  
Toms River, New Jersey 08754

ESTIMATED NEW DEBT SERVICE

QUESTION 1

	Phase 2 Production Well - Fund		Phase 2 Production Well - Trust		Phase 1 Test Well - Fund		Phase 1 Test Well - Trust		Total New Debt	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2018	25,000	-	2,168	4,993	7,736	-	671	1,545	35,575	6,538
2019	49,164	-	8,894	19,751	15,214	-	2,752	6,112	76,024	25,863
2020	49,164	-	9,256	19,389	15,214	-	2,864	6,000	76,498	25,389
2021	49,164	-	9,633	19,012	15,214	-	2,981	5,884	76,992	24,896
2022	49,164	-	10,025	18,619	15,214	-	3,103	5,762	77,506	24,381
2023	49,164	-	10,434	18,211	15,214	-	3,229	5,636	78,041	23,847
2024	49,164	-	10,859	17,786	15,214	-	3,361	5,504	78,598	23,290
2025	49,164	-	11,301	17,344	15,214	-	3,497	5,367	79,176	22,711
2026	49,164	-	11,762	16,883	15,214	-	3,640	5,225	79,780	22,108
2027	49,164	-	12,241	16,404	15,214	-	3,788	5,077	80,407	21,481
2028	49,164	-	12,740	15,905	15,214	-	3,943	4,922	81,061	20,827
2029	49,164	-	13,259	15,386	15,214	-	4,103	4,762	81,740	20,148
2030	49,164	-	13,799	14,846	15,214	-	4,270	4,594	82,447	19,440
2031	49,164	-	14,361	14,284	15,214	-	4,444	4,420	83,183	18,704
2032	49,164	-	14,946	13,699	15,214	-	4,625	4,239	83,949	17,938
2033	49,164	-	15,555	13,090	15,214	-	4,814	4,051	84,747	17,141
2034	49,164	-	16,189	12,456	15,214	-	5,010	3,855	85,577	16,311
2035	49,164	-	16,848	11,796	15,214	-	5,214	3,651	86,440	15,447
2036	49,164	-	17,535	11,110	15,214	-	5,427	3,438	87,340	14,548
2037	49,164	-	18,249	10,396	15,214	-	5,648	3,217	88,275	13,613
2038	49,164	-	18,993	9,652	15,214	-	5,878	2,987	89,249	12,639
2039	49,164	-	19,767	8,878	15,214	-	6,117	2,748	90,262	11,626
2040	49,164	-	20,572	8,073	15,214	-	6,366	2,498	91,316	10,571
2041	49,164	-	21,410	7,235	15,214	-	6,626	2,239	92,414	9,474
2042	49,164	-	22,282	6,363	15,214	-	6,896	1,969	93,556	8,332
2043	49,164	-	23,190	5,455	15,214	-	7,177	1,688	94,745	7,143
2044	49,164	-	24,135	4,510	15,214	-	7,469	1,396	95,982	5,906
2045	49,164	-	25,118	3,527	15,214	-	7,773	1,091	97,269	4,618
2046	49,164	-	26,142	2,503	15,214	-	8,090	775	98,610	3,278
2047	49,164	-	27,207	1,438	15,214	-	8,420	445	100,005	1,883
2048	49,244	-	21,130	354	15,223	-	6,539	109	92,136	463

Total	\$ 1,500,000	\$ -	\$ 500,000	\$ 359,348	\$ 464,165	\$ -	\$ 154,735	\$ 111,206	\$ 2,618,900	\$ 470,554
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**Berkeley Township  
MUNICIPAL UTILITIES AUTHORITY**

42 Station Road  
Bayville, NJ 08721  
(732) 237-0100  
Fax: (732) 237-0638

***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 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:	\$ 3.25	3/4" Meter Liner:	\$ 3.25
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

## 2018

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

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

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

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

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

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

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Berkeley Township Municipal Utilities Authority (Name)

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

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

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2016 or 2017) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: *15*
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2016 or 2017) Transmittal of Wage and Tax Statements: *2016 \$461,925.90*
- 3) Provide the number of regular voting members of the governing body: *The BTMUA Board is served by five regular voting members.*
- 4) Provide the number of alternate voting members of the governing body: *The 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 (Most Recent Filing that March 31, 2017 or 2018 deadline has passed 2017 or 2018) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) YES If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? NO If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? NO
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? NO
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NOIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. NO If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.

10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authorities procedures for all employees.** Township ordinance dictates the allowable annual compensation for the six Board Members up to \$5,000. Five 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 (2016 W2-\$87,198.10). A contractual agreement, also authorized by resolution of the Board Members is in place for Brian P. Blair, Chief of Operations (2016 W2-\$95,700.26). 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.

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

12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? YES If "yes," **attach a detailed list of all travel expenses** for the current fiscal year and provide an explanation for each expenditure listed. 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. 2016 total reimbursement costs for all attendees equaled \$2,725.69.

<u>NJSLOM</u>	<u>Conference Registration</u>	<u>Hotel Cost</u>	<u>Food/Misc Expenses</u>
Kevin Askew	\$ 55.00	310.00	0.00
Edward Cammarato, Commissioner	55.00	310.00	0.00
Karen Davis, Commissioner	55.00	310.00	0.00
Michael W. Hale, Commissioner	55.00	0.00	0.00
Lloyd G. Mullikin, Commissioner	55.00	310.00	88.05
Michele Nugent, Executive Director	55.00	310.00	144.52
Brian P. Blair, Chief of Operations	<u>55.00</u>	<u>310.00</u>	<u>248.12</u>
	\$385.00	\$1,860.00	\$480.69

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

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

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

14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? YES  
 If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)

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

(Name)

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

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

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

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

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

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

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

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

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

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

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

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

Berkeley Township Municipal Utilities Authority  
to December 31, 2018

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

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	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
1 Kevin Askew	Commissioner	2 X					2,500				2,500	None	Board Member	2	0	0	2,500
2 Edward F. Cammarato	Commissioner	2 X					3,750				3,750	Berkeley Twp BOE	Board Member	2	0	0	3,750
3							0				0	Berkeley Twp Zoning		0	0	0	0
4							0				0			0	0	0	0
5 Karen Davis	Commissioner	2 X					2,500				2,500	So. Jersey Transit Auth. (Per Data Universe)		40	90,336	92,836	
7 Richard Elliott	Alt. Commissioner	2 X					2,500				2,500	None			0	2,500	
8 Michael W. Hale	Commissioner	2 X					2,500				2,500	None			0	2,500	
10 Lloyd G. Mulikin	Commissioner	2 X					2,500				2,500	None			0	2,500	
11 Michelle Nugent	Executive Director	40		X			84,985		2,213	1,427	88,625	None			0	88,625	
12 Brian Blair	Chief of Operations	40		X			80,707		14,994	1,427	97,127	None			0	97,127	
13							0				0			0	0	0	0
14							0				0			0	0	0	0
15							0				0			0	0	0	0
<b>Total:</b>							\$ 181,942	\$ -	\$ 17,207	\$ 2,854	\$ 202,002				\$ 90,336	\$ -	\$ 292,338

(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, 2018 to December 31, 2018

	# of Covered Members	Annual Cost		# of Covered Members	Annual Cost		Total Prior Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
		Estimate per Employee Proposed Budget	Total Cost Proposed Budget		Estimate per Employee Current Year	Total Cost Current Year			
<b>Active Employees - Health Benefits - Annual Cost</b>									
Single Coverage	1	\$ 11,424	\$ 11,424	1	\$ 11,412	\$ 11,412	\$ -	12	0.1%
Parent & Child	1	20,419	20,419	1	20,424	20,424	20,424	(5)	0.0%
Employee & Spouse (or Partner)	2	22,836	45,672	2	23,724	47,448	47,448	(1,776)	-3.7%
Family	2	31,859	63,718	2	31,824	63,648	63,648	70	0.1%
Employee Cost Sharing Contribution (enter as negative - )			(10,718)			(10,816)	(10,816)	98	-0.9%
Subtotal	6		130,515	6		132,116	132,116	(1,601)	-1.2%
<b>Commissioners - Health Benefits - Annual Cost</b>									
Single Coverage			-			-	-	-	#DIV/0!
Parent & Child			-			-	-	-	#DIV/0!
Employee & Spouse (or Partner)			-			-	-	-	#DIV/0!
Family			-			-	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )			-			-	-	-	#DIV/0!
Subtotal	0		-	0		-	-	-	#DIV/0!
<b>Retirees - Health Benefits - Annual Cost</b>									
Single Coverage			-			-	-	-	#DIV/0!
Parent & Child			-			-	-	-	#DIV/0!
Employee & Spouse (or Partner)			-			-	-	-	#DIV/0!
Family			-			-	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )			-			-	-	-	#DIV/0!
Subtotal	0		-	0		-	-	-	#DIV/0!
<b>GRAND TOTAL</b>	<b>6</b>		<b>\$ 130,515</b>	<b>6</b>		<b>\$ 132,116</b>	<b>\$ (1,601)</b>		<b>-1.2%</b>

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

YES	Yes or No
YES	Yes or No

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



# Schedule of Shared Service Agreements

Berkeley Township Municipal Utilities Authority  
 For the Period January 1, 2018 to December 31, 2018

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	waive fees for minor meters		1/1/2015	ongoing	
Berkeley Township MUA	Berkeley Township School District	hydrant maintenance		1/1/1998	ongoing	
Berkeley Township MUA	Berkeley Township Sewerage Authority	equipment & personnel assistance with utility projects		1/1/1998	ongoing	
Berkeley Township Sewerage Authority	Berkeley Township MUA	equipment & personnel assistance with utility projects		1/1/1998	ongoing	
Berkeley Township MUA	Pinewald Dire Company	equipment & personnel assistance with fire emergencies and drills		1/1/1998	ongoing	
Berkeley Township MUA	Pinewald Fire Company	equipment & personnel assistance with fire emergencies and drills		1/1/1998	ongoing	

If No Shared Services X this Box

**2018 AUTHORITY BUDGET**

**Financial Schedules Section**

# SUMMARY

Berkeley Township Municipal Utilities Authority  
 For the Period January 1, 2018 to December 31, 2018

	FY 2018 Proposed Budget						FY 2017 Adopted Budget		All Operations All Operations	
	Water Operation	0	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
<b>REVENUES</b>										
Total Operating Revenues	\$ 2,047,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,047,000	\$ 1,884,000	\$ 163,000	8.7%
Total Non-Operating Revenues	240,000	-	-	-	-	-	240,000	240,000	-	0.0%
Total Anticipated Revenues	<u>2,287,000</u>	-	-	-	-	-	<u>2,287,000</u>	<u>2,124,000</u>	<u>163,000</u>	<u>7.7%</u>
<b>APPROPRIATIONS</b>										
Total Administration	651,800	-	-	-	-	-	651,800	610,000	41,800	6.9%
Total Cost of Providing Services	748,200	-	-	-	-	-	748,200	668,000	80,200	12.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	529,443	-	-	-	-	-	529,443	586,565	(57,122)	-9.7%
Total Operating Appropriations	<u>1,929,443</u>	-	-	-	-	-	<u>1,929,443</u>	<u>1,864,565</u>	<u>64,878</u>	<u>3.5%</u>
Total Interest Payments on Debt	291,231	-	-	-	-	-	291,231	298,469	(7,238)	-2.4%
Total Other Non-Operating Appropriations	70,000	-	-	-	-	-	70,000	70,000	-	0.0%
Total Non-Operating Appropriations	<u>361,231</u>	-	-	-	-	-	<u>361,231</u>	<u>368,469</u>	<u>(7,238)</u>	<u>-2.0%</u>
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	<u>2,290,674</u>	-	-	-	-	-	<u>2,290,674</u>	<u>2,233,034</u>	<u>57,640</u>	<u>2.6%</u>
Less: Total Unrestricted Net Position Utilized	3,674	-	-	-	-	-	3,674	109,034	(105,360)	-96.6%
Net Total Appropriations	<u>2,287,000</u>	-	-	-	-	-	<u>2,287,000</u>	<u>2,124,000</u>	<u>163,000</u>	<u>7.7%</u>
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>#DIV/0!</u>

## Revenue Schedule

### Berkeley Township Municipal Utilities Authority

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

	<b>FY 2018 Proposed Budget</b>					<b>FY 2017 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>		
	Water Operation	0	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
<b>OPERATING REVENUES</b>										
<i>Service Charges</i>										
Residential	1,558,000					\$ 1,558,000	\$ 1,565,000	\$ (7,000)		-0.4%
Business/Commercial	157,000					157,000	157,000	-		0.0%
Industrial						-	-	-		#DIV/0!
Intergovernmental	30,000					30,000	30,000	-		0.0%
Other	125,000					125,000	-	125,000		#DIV/0!
Total Service Charges	1,870,000	-	-	-	-	1,870,000	1,752,000	118,000		6.7%
<i>Connection Fees</i>										
Residential	13,100					13,100	132,000	(118,900)		-90.1%
Business/Commercial	35,200					35,200	-	35,200		#DIV/0!
Industrial						-	-	-		#DIV/0!
Intergovernmental	128,700					128,700	-	128,700		#DIV/0!
Other						-	-	-		#DIV/0!
Total Connection Fees	177,000	-	-	-	-	177,000	132,000	45,000		34.1%
<i>Parking Fees</i>										
Meters						-	-	-		#DIV/0!
Permits						-	-	-		#DIV/0!
Fines/Penalties						-	-	-		#DIV/0!
Other						-	-	-		#DIV/0!
Total Parking Fees		-	-	-	-	-	-	-		#DIV/0!
<i>Other Operating Revenues (List)</i>										
Type in (Grant, Other Rev)						-	-	-		#DIV/0!
Type in (Grant, Other Rev)						-	-	-		#DIV/0!
Type in (Grant, Other Rev)						-	-	-		#DIV/0!
Type in (Grant, Other Rev)						-	-	-		#DIV/0!
Type in (Grant, Other Rev)						-	-	-		#DIV/0!
Type in (Grant, Other Rev)						-	-	-		#DIV/0!
Type in (Grant, Other Rev)						-	-	-		#DIV/0!
Type in (Grant, Other Rev)						-	-	-		#DIV/0!
Type in (Grant, Other Rev)						-	-	-		#DIV/0!
Type in (Grant, Other Rev)						-	-	-		#DIV/0!
Type in (Grant, Other Rev)						-	-	-		#DIV/0!
Total Other Revenue		-	-	-	-	-	-	-		#DIV/0!
Total Operating Revenues	2,047,000	-	-	-	-	2,047,000	1,884,000	163,000		8.7%
<b>NON-OPERATING REVENUES</b>										
<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 &amp; Deposits (List)</i>										
Interest Earned	20,000					20,000	20,000	-		0.0%
Penalties						-	-	-		#DIV/0!
Other						-	-	-		#DIV/0!
Total Interest	20,000	-	-	-	-	20,000	20,000	-		0.0%
Total Non-Operating Revenues	240,000	-	-	-	-	240,000	240,000	-		0.0%
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 2,287,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,287,000</b>	<b>\$ 2,124,000</b>	<b>\$ 163,000</b>		<b>7.7%</b>



# Prior Year Adopted Revenue Schedule

## Berkeley Township Municipal Utilities Authority

### FY 2017 Adopted Budget

	Water Operation	0	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING REVENUES</b>							
<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	132,000						132,000
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	132,000	-	-	-	-	-	132,000
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees		-	-	-	-	-	-
<i>Other Operating Revenues (List)</i>							
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Total Other Revenue		-	-	-	-	-	-
Total Operating Revenues	1,884,000	-	-	-	-	-	1,884,000
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
Tower Rents	220,000						220,000
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Total Other Non-Operating Revenues	220,000	-	-	-	-	-	220,000
<i>Interest on Investments &amp; Deposits</i>							
Interest Earned	20,000						20,000
Penalties							-
Other							-
Total Interest	20,000	-	-	-	-	-	20,000
Total Non-Operating Revenues	240,000	-	-	-	-	-	240,000
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 2,124,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,124,000</b>

# Appropriations Schedule

Berkeley Township Municipal Utilities Authority  
 For the Period January 1, 2018 to December 31, 2018

	FY 2018 Proposed Budget				Total All Operations	FY 2017 Adopted Budget	Total All Operations	All Operations	All Operations	
	Water Operation	0	N/A	N/A						
<b>OPERATING APPROPRIATIONS</b>										
Administration - Personnel	\$ 265,000				\$ 265,000	\$ 232,000	\$ 33,000		14.2%	\$ Increase (Decrease) Proposed vs. Adopted
Salary & Wages	142,800				142,800	138,000	4,800		3.5%	
Fringe Benefits	407,800				407,800	370,000	37,800		10.2%	
<b>Total Administration - Personnel</b>										
Administration - Other (List)										
Engineering Fees	60,000				60,000	60,000	-		0.0%	
Legal Fees	35,000				35,000	35,000	-		0.0%	
Auditing Fees	43,000				43,000	43,000	-		0.0%	
Office Supplies	60,000				60,000	60,000	-		0.0%	
Miscellaneous Administration*	46,000				46,000	42,000	4,000		9.5%	
<b>Total Administration - Other</b>	<b>244,000</b>				<b>244,000</b>	<b>610,000</b>	<b>41,800</b>		<b>6.9%</b>	
<b>Total Administration</b>	<b>651,800</b>				<b>651,800</b>	<b>610,000</b>	<b>41,800</b>		<b>6.9%</b>	
<b>Cost of Providing Services - Personnel</b>										
Salary & Wages	307,000				307,000	262,000	45,000		17.2%	
Fringe Benefits	163,200				163,200	154,000	9,200		6.0%	
<b>Total COPS - Personnel</b>	<b>470,200</b>				<b>470,200</b>	<b>416,000</b>	<b>54,200</b>		<b>13.0%</b>	
<b>Cost of Providing Services - Other (List)</b>										
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	125,000				125,000	99,000	26,000		26.3%	
Miscellaneous COPS*	18,000				18,000	18,000	-		0.0%	
<b>Total COPS - Other</b>	<b>278,000</b>				<b>278,000</b>	<b>252,000</b>	<b>26,000</b>		<b>10.3%</b>	
<b>Total Principal Payments on Debt Service in Lieu of Depreciation</b>	<b>748,200</b>				<b>748,200</b>	<b>668,000</b>	<b>80,200</b>		<b>12.0%</b>	
<b>Total Operating Appropriations</b>	<b>529,443</b>				<b>529,443</b>	<b>586,565</b>	<b>(57,122)</b>		<b>-9.7%</b>	
<b>NON-OPERATING APPROPRIATIONS</b>										
Total Interest Payments on Debt	1,929,443				1,929,443	1,864,565	64,878		3.5%	
Operations & Maintenance Reserve	291,231				291,231	298,469	(7,238)		-2.4%	
Renewal & Replacement Reserve	50,000				50,000	50,000	-		0.0%	
Municipality/County Appropriation	20,000				20,000	20,000	-		0.0%	
Other Reserves	-				-	-	-		-	
<b>Total Non-Operating Appropriations</b>	<b>361,231</b>				<b>361,231</b>	<b>368,469</b>	<b>(7,238)</b>		<b>-2.0%</b>	
<b>TOTAL APPROPRIATIONS</b>	<b>2,290,674</b>				<b>2,290,674</b>	<b>2,233,034</b>	<b>57,640</b>		<b>2.6%</b>	
<b>ACCUMULATED DEFICIT</b>										
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>2,290,674</b>				<b>2,290,674</b>	<b>2,233,034</b>	<b>57,640</b>		<b>2.6%</b>	
<b>UNRESTRICTED NET POSITION UTILIZED</b>										
Municipality/County Appropriation	3,674				3,674	109,034	(105,360)		-96.6%	
Other	3,674				3,674	109,034	(105,360)		-96.6%	
<b>Total Unrestricted Net Position Utilized</b>	<b>7,348</b>				<b>7,348</b>	<b>218,068</b>	<b>(210,720)</b>		<b>-28.7%</b>	
<b>TOTAL NET APPROPRIATIONS</b>	<b>2,283,326</b>				<b>2,283,326</b>	<b>2,124,000</b>	<b>159,326</b>		<b>7.7%</b>	

\* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.  
 5% of Total Operating Appropriations \$ 96,472.15

## Prior Year Adopted Appropriations Schedule

### Berkeley Township Municipal Utilities Authority

	FY 2017 Adopted Budget					Total All Operations
	Water Operation	0	N/A	N/A	N/A	
<b>OPERATING APPROPRIATIONS</b>						
<i>Administration - Personnel</i>						
Salary & Wages	\$ 232,000					\$ 232,000
Fringe Benefits	138,000					138,000
Total Administration - Personnel	370,000	-	-	-	-	370,000
<i>Administration - Other (List)</i>						
Engineering Fees	60,000					60,000
Legal Fees	35,000					35,000
Auditing Fees	43,000					43,000
Office Supplies	60,000					60,000
Miscellaneous Administration*	42,000					42,000
Total Administration - Other	240,000	-	-	-	-	240,000
Total Administration	610,000	-	-	-	-	610,000
<i>Cost of Providing Services - Personnel</i>						
Salary & Wages	262,000					262,000
Fringe Benefits	154,000					154,000
Total COPS - Personnel	416,000	-	-	-	-	416,000
<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	99,000					99,000
Miscellaneous COPS*	18,000					18,000
Total COPS - Other	252,000	-	-	-	-	252,000
Total Cost of Providing Services	668,000	-	-	-	-	668,000
Total Principal Payments on Debt Service in Lieu of Depreciation	586,565	-	-	-	-	586,565
Total Operating Appropriations	1,864,565	-	-	-	-	1,864,565
<b>NON-OPERATING APPROPRIATIONS</b>						
Total Interest Payments on Debt	298,469	-	-	-	-	298,469
Operations & Maintenance Reserve	50,000					50,000
Renewal & Replacement Reserve	20,000					20,000
Municipality/County Appropriation						-
Other Reserves						-
Total Non-Operating Appropriations	368,469	-	-	-	-	368,469
<b>TOTAL APPROPRIATIONS</b>	2,233,034	-	-	-	-	2,233,034
<b>ACCUMULATED DEFICIT</b>						-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	2,233,034	-	-	-	-	2,233,034
<b>UNRESTRICTED NET POSITION UTILIZED</b>						
Municipality/County Appropriation						-
Other	109,034					109,034
Total Unrestricted Net Position Utilized	109,034	-	-	-	-	109,034
<b>TOTAL NET APPROPRIATIONS</b>	\$ 2,124,000	\$ -	\$ -	\$ -	\$ -	\$ 2,124,000

\* 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
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## Debt Service Schedule - Principal

### Berkeley Township Municipal Utilities Authority

If Authority has no debt X this box

Fiscal Year Ending In

	Adopted Budget Year 2017	Proposed Budget Year 2018	2019	2020	2021	2022	2023	Thereafter	Total Principal Outstanding
--	--------------------------	---------------------------	------	------	------	------	------	------------	-----------------------------

<i>Water Operation</i>									
2003 / 2012 Bonds	\$ 202,652	\$ 208,721	\$ 214,826	\$ 225,967	\$ 227,145	\$ 233,362	\$ 239,619	\$ 4,941,457	\$ 6,291,097
NIEIT 2007(2015AR1) & 2014 Loan	242,379	246,453	250,406	256,940	277,123	265,953	279,390	1,122,789	2,699,054
NIEIT 2017 (prev. est., now issued)	141,534	38,695	38,695	38,695	38,695	38,695	38,695	1,054,988	1,287,158
NIEIT 2018 Issuance ESTIMATE	-	35,574	76,024	76,498	76,992	77,506	78,041	2,198,265	2,618,900
Total Principal	586,565	529,443	579,951	598,100	619,955	615,516	635,745	9,317,499	12,896,209
0									

Total Principal	-	-	-	-	-	-	-	-	-
N/A									
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	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Principal									

Total Principal	\$ 586,565	\$ 529,443	\$ 579,951	\$ 598,100	\$ 619,955	\$ 615,516	\$ 635,745	\$ 9,317,499	\$ 12,896,209
<b>TOTAL PRINCIPAL ALL OPERATIONS</b>									

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

	<i>Moody's</i>	<i>Fitch</i>	<i>Standard &amp; Poor's</i>
Bond Rating:			A+
Year of Last Rating			2015

## Debt Service Schedule - Interest

Berkeley Township Municipal Utilities Authority

If Authority has no debt X this box

Fiscal Year Ending in

								Total Interest	
	Adopted Budget Year 2017	Proposed Budget Year 2018	2019	2020	2021	2022	2023	Thereafter	Total Interest Payments Outstanding
<i>Water Operation</i>									
2003 / 2012 Bonds	\$ 206,905	\$ 200,735	\$ 194,380	\$ 187,839	\$ 182,861	\$ 177,844	\$ 170,737	\$ 1,938,991	\$ 3,053,387
NIEIT 2007(2015AR1) & 2014 Loan	72,177	67,552	62,687	57,591	51,907	45,941	39,747	133,542	458,967
" 2017 (prev. est., now issued)	19,387	16,406	15,906	15,406	14,906	14,406	13,906	184,726	275,662
NIEIT 2018 Issuance ESTIMATE		6,538	25,863	25,389	24,896	24,381	23,847	339,640	470,554
Total Interest Payments	298,469	291,231	298,836	286,225	274,570	262,572	248,237	2,596,899	4,258,570
 0									
N/A	-	-	-	-	-	-	-	-	-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A	-	-	-	-	-	-	-	-	-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A	-	-	-	-	-	-	-	-	-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A	-	-	-	-	-	-	-	-	-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A	-	-	-	-	-	-	-	-	-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A	-	-	-	-	-	-	-	-	-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A	-	-	-	-	-	-	-	-	-
Total Interest Payments	-	-	-	-	-	-	-	-	-
TOTAL INTEREST ALL OPERATIONS	\$ 298,469	\$ 291,231	\$ 298,836	\$ 286,225	\$ 274,570	\$ 262,572	\$ 248,237	\$ 2,596,899	\$ 4,258,570

# Net Position Reconciliation

Berkeley Township Municipal Utilities Authority  
 For the Period January 1, 2018 to December 31, 2018

## FY 2018 Proposed Budget

	Water Operation	0	N/A	N/A	N/A	N/A	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)</b>	\$ 11,827,849						\$ 11,827,849
Less: Invested in Capital Assets, Net of Related Debt (1)	8,092,256						8,092,256
Less: Restricted for Debt Service Reserve (1)	1,167,757						1,167,757
Less: Other Restricted Net Position (1)	360,000						360,000
<b>Total Unrestricted Net Position (1)</b>	<b>2,207,836</b>						<b>2,207,836</b>
Less: Designated for Non-Operating Improvements & Repairs	70,000						70,000
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)							

	2,137,836	-	-	-	-	-	2,137,836
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	<b>2,137,836</b>						<b>2,137,836</b>
Unrestricted Net Position Utilized to Balance Proposed Budget	3,674						3,674
Unrestricted Net Position Utilized in Proposed Capital Budget	211,000						211,000
Appropriation to Municipality/County (3)	-						-
Total Unrestricted Net Position Utilized in Proposed Budget	214,674						214,674
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>	<b>1,923,162</b>						<b>1,923,162</b>
<b>Last issued Audit Report (4)</b>							

- (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 \$ 96,472
- (4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

2018

Berkeley Township Municipal Utilities Authority  
(Name)

**AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM**

# 2018 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

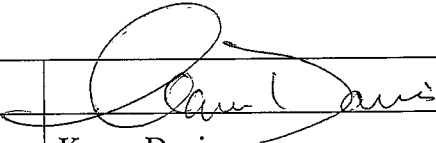
Berkeley Township Municipal Utilities Authority  
(Name)

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

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Berkeley Township Municipal Utilities Authority, on the 26<sup>th</sup> day of October, 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:	Karen Davis		
Title:	Chairwoman		
Address:	42 Station Road Bayville, NJ 08721		
Phone Number:	732-237-0100	732-237-0100	732-237-0100
E-mail address	Administration@BerkeleyMUA.org		



# 2018 CAPITAL BUDGET/PROGRAM MESSAGE

## Berkeley Township Municipal Utilities Authority (Name)

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

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program?  
*YES, The Township has participated in the development of the capital plan and reviewed the projects included with the Capital Budget/Program.*
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. Each capital project has been developed from a specific capital improvement plan. Each capital plan does include full lifecycle costs and is consistent with the Master Plan of the Authority.*
3. Has a long-term (10-20 years) infrastructure needs assessment or other capital plan with a horizon beyond six years been prepared? *A long-term (10-20 years) infrastructure needs assessment has not been prepared.*
4. Describe the projected impact of the proposed capital projects, including impact on the schedule of rates, fees, and service charges and the impact on current and future year's schedules.  
*The capital project planned for 2018 (Well #4/Phase II) will be financed by the NJEIT program. The NJEIT offers 75% at 0% interest and 25% at market rate. Therefore, the Authority does not anticipate any rate impact from the proposed capital projects to the current or near future water user rates. A need to increase rates schedules may become evident as future capital projects are planned.*
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.  
*No capital projects are being undertaken in the Metropolitan or Suburban Planning Areas as defined in the State Development and Redevelopment Plan.*
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. *No capital projects are being undertaken within the boundary of a State Planning Commission-designated Center and/or Endorsed Plan*

# Proposed Capital Budget

## Berkeley Township Municipal Utilities Authority

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

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Water Operation</i>					
Well #4 Phase 2	\$ 2,000,000			\$ 2,000,000	
Equipment/Vehicles	191,000	191,000			
Tower Painting / Watermain Phase VI	-				
Meters	20,000	20,000			
Total	2,211,000	211,000	-	2,000,000	-
0					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
N/A					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
N/A					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
N/A					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
N/A					
Type in Description	-				
Type in Description	-				
Type in Description	-				
Type in Description	-				
Total	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 2,211,000</b>	<b>\$ 211,000</b>	<b>\$ -</b>	<b>\$ 2,000,000</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 Funding Sources

### Berkeley Township Municipal Utilities Authority

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

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Water Operation</i>					
Well #4 Phase 2	\$ 2,000,000			\$ 2,000,000	
Equipment/Vehicles	191,000	191,000			
Tower Painting / Watermain Ph	3,500,000			3,500,000	
Meters	120,000	120,000			
Total	5,811,000	311,000	-	5,500,000	-
<i>0</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>	\$ 5,811,000	\$ 311,000	\$ -	\$ 5,500,000	\$ -
Total 5 Year Plan per CB-4	\$ 5,811,000				
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.

# 5 Year Capital Improvement Plan

## Berkeley Township Municipal Utilities Authority

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

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget Year 2018	2019	2020	2021	2022	2023
<i>Water Operation</i>							
Well #4 Phase 2	\$ 2,000,000	\$ 2,000,000					
Equipment/Vehicles	191,000	191,000					
Tower Painting / Watermain Ph.	3,500,000	-	1,000,000		2,500,000		
Meters	120,000	20,000	20,000	20,000	20,000	20,000	20,000
Total	5,811,000	2,211,000	1,020,000	20,000	2,520,000	20,000	20,000
<i>0</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>\$ 5,811,000</b>	<b>\$ 2,211,000</b>	<b>\$ 1,020,000</b>	<b>\$ 20,000</b>	<b>\$ 2,520,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</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.*