

**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	<b>2017</b>	–	<b>2018</b>

***Authority Budget of:***

***Carneys Point Township Sewerage Authority***

***For the Period:***

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

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

Authority Web Address



***Division of Local Government Services***

# **2018 AUTHORITY BUDGET**

## **Certification Section**

**2018**

**CARNEYS POINT TOWNSHIP SEWERAGE  
AUTHORITY BUDGET**

**FISCAL YEAR: FROM DECEMBER 1, 2017 TO NOVEMBER 30, 2018**

**For Division Use Only**

**CERTIFICATION OF APPROVED BUDGET**

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

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

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

**CERTIFICATION OF ADOPTED BUDGET**

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

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

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

# 2018 PREPARER'S CERTIFICATION

## CARNEYS POINT TOWNSHIP SEWERAGE

### AUTHORITY BUDGET

**FISCAL** FROM: TO:  
**YEAR:** DECEMBER NOVEMBER  
1, 2017 30, 2018

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

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

Preparer's Signature:			
Name:	Michael J. Welding		
Title:	Partner		
Address:	6 N. Broad Street, Suite 201, Woodbury, NJ 08096		
Phone Number:	(856)782-2892	Fax Number:	(856)782-5092
E-mail address	mwelding@bowmanllp.com		

**2018 APPROVAL CERTIFICATION**

**CARNEYS POINT TOWNSHIP SEWERAGE**

**AUTHORITY BUDGET**

<b>FISCAL YEAR:</b>	<b>FROM: DECEMBER 1, 2017</b>	<b>TO: NOVEMBER 30, 2018</b>
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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 Carneys Point Township Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 19th day of September 2017.

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

Officer's Signature:			
Name:	Joseph F. Racite		
Title:	Secretary		
Address:	303 Harding Highway, Carneys Point, NJ 08069		
Phone Number:	(856)299-5210	Fax Number:	(856) 299-6921
E-mail address	cpts@verizon.net		

# INTERNET WEBSITE CERTIFICATION

<b>Authority's Web Address:</b>	<a href="http://carneypointsewerage.org/">http://carneypointsewerage.org/</a>
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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 Cleary

Title of Officer Certifying compliance

Business Manager

Signature

# 2018 AUTHORITY BUDGET RESOLUTION CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

**FISCAL  
YEAR:**

**FROM:  
DECEMBER  
1, 2017**

**TO:  
NOVEMBER  
30, 2018**

WHEREAS, the Annual Budget and Capital Budget for the Carneys Point Township Sewerage Authority for the fiscal year beginning, December 1, 2017 and ending, November 30, 2018 has been presented before the governing body of the Carneys Point Township Sewerage Authority at its open public meeting of September 19, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,940,000.00, Total Appropriations, including any Accumulated Deficit if any, of \$2,281,805.00 and Total Unrestricted Net Position utilized of \$341,805.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$3,300,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$150,000.00; 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 Carneys Point Township Sewerage Authority, at an open public meeting held on September 19, 2017 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Carneys Point Township Sewerage Authority for the fiscal year beginning, December 1, 2017 and ending, November 30, 2018 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Carneys Point Township Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 21, 2017.

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

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

Governing Body  
Member:

Recorded Vote				
Aye	Nay	Abstain	Absent	

**Rullo  
Gatanis  
Newton  
Racite  
Pelura**

**2018 ADOPTION CERTIFICATION**

**CARNEYS POINT TOWNSHIP SEWERAGE**

**AUTHORITY BUDGET**

<b>FISCAL YEAR:</b>	<b>FROM: DECEMBER 1, 2017</b>	<b>TO: NOVEMBER 30, 2018</b>
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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 Carneys Point Township Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 21st day of November 2017.

Officer's Signature:			
Name:	Joseph Racite		
Title:	Secretary		
Address:	303 Harding Highway, Carneys Point, NJ 08069		
Phone Number:	(856)299-5120	Fax Number:	(856)299-6921
E-mail address	cpts@verizon.net		



# 2018 ADOPTED BUDGET RESOLUTION

## CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

**FISCAL**                      **FROM:**                      **TO:**  
**YEAR:**                      **DECEMBER**                      **NOVEMBER**  
   **1, 2017**                                      **30, 2018**

WHEREAS, the Annual Budget and Capital Budget/Program for the Carneys Point Township Sewerage Authority for the fiscal year beginning December 1, 2017 and ending, November 30, 2018 has been presented for adoption before the governing body of the Carneys Point Township Sewerage Authority at its open public meeting of November 21, 2017; and

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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,940,000.00, Total Appropriations, including any Accumulated Deficit, if any, of \$2,281,805.00 and Total Unrestricted Net Position utilized of \$341,805.00; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$3,300,000.00 and Total Unrestricted Net Position planned to be utilized of \$150,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Carneys Point Township Sewerage Authority, at an open public meeting held on October 17, 2017 that the Annual Budget and Capital Budget/Program of the Carneys Point Township Sewerage Authority for the fiscal year beginning, December 1, 2017 and, ending, November 30, 2018 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

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

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

Governing Body  
Member:

Recorded Vote  
Aye                      Nay                      Abstain                      Absent

**Rullo**  
**Gatanis**  
**Newton**  
**Racite**  
**Pelura**

# **2018 AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2018 AUTHORITY BUDGET MESSAGE & ANALYSIS

## CARNEYS POINT TOWNSHIP SEWERAGE

### AUTHORITY BUDGET

FISCAL YEAR: FROM: TO:  
DECEMBER 1, 2017 NOVEMBER 30, 2018

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

1. Complete a brief statement on the 2018 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 Proposed CPTSA Budget does not include a significant increase in the Operating Budget for FY2018. The Authority's FY2018 Total Appropriations increased by 4.2%.*

*Significant changes in the individual line items for FY2018 include the following:*

- *The increase in Administration – Personal Fringe Benefits of \$25,000 (75.8%) is the result of adding Hospitalization for Non-contract Employees to cover one (1) full-time Office Administration employee.*
- *The increase in Total Interest Payments on Debt of \$9,630 (50.9%) is due to an increase in the interest rate for the 2017 Project Note. The increase is also attributable to an increase the interest rate for the Township Interlocal Funding from a shared project with the Carneys Point Township.*
- *The increase in the Municipality/County Appropriation of \$19,000 (23.8%) is the result of the increase in Total Appropriations for FY 2018 and the allowable 5% calculation of Total Operating Appropriations.*

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

*There are no significant changes in the Total Anticipated Revenues for 2018.*

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

*Salem County, including Carneys Point Township, has experienced slow growth over the past several years as a result of the national economic condition. Low rates of new construction have reduced connection fees and slowed overall increases in revenue.*

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.

*Unrestricted Net Position was utilized in the FY 2018 Proposed Budget to balance the budget, fund necessary capital projects and fund the Municipal/County Appropriation.*

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.).

*It is anticipated in the FY2018 Proposed CPTSA Budget to transfer \$11,000 to the Carneys Point Township for the purpose of a Shared Service Agreement between the Carneys Point Township Sewerage Authority and the Carneys Point Township for Information Technology Services.*

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

N/A

7. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) **if it has been changed since the prior year budget submission** and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, if applicable.

*See Attachment. There has not been a change in the rate structure since the prior year budget submission.*

SECTION 11 – SCHEDULE OF RATES

Every property owner connected to the Authority systems or who is required to connect to the Authority system shall pay for service charges and other charges in accordance with the following schedule:

Schedule 1 – FLAT RATES

Classification of Building Connected to the Sewerage System

QUARTERLY RATES for 2013  
Revised (February 19, 2013)

Sewer Rates Commencing 2nd Qtr. 2013

1. Residential Single Family.....\$110.00
2. Senior Citizen or Disabled (Qualified)\*, \*\* .....\$ 55.00

\* Residential single family dwelling occupied and solely owned in fee by a person sixty-five (65) or more years of age or permanently disabled and fifty-five (55) or more years of age who, in addition, must have qualified for tax deduction pursuant to NJSA 54:4-8.40 et. Seq. Anyone charged this rate that later is found to be not qualified for it will be assessed and must pay the arrearage constituting the retroactive difference between amount actually charged and the amount that they should have been charged for all prior quarters and years.

\*\* A multi-family dwelling occupied by persons 62 or more years of age or permanently disabled or handicapped who, in addition, all meet the "very low income" limits established by HUD (U.S. Dept of Housing and Urban

Development) or its successor agency. Such multi-family dwelling must, in addition, be owned by a non-profit corporation or government entity.

3. Residential-Multi Family PER Unit.....\$110.00
4. Church, Post Office or Public Library,  
or Not-for-profit Civic Meeting Halls without a Bar.....\$110.00
5. Municipal Building or Fire House  
or Not-for-Profit Civic Meeting Halls with a Bar.....\$220.00
6. Restaurant (not serving alcoholic beverages &  
with more than 3 but less than 10 employees).....\$220.00
7. Restaurant (not serving alcoholic beverages &  
with 3 or less employees).....\$220.00
8. Funeral Home.....\$110.00
9. Garage or Auto Service Station (without floor drains).....\$170.00
10. Garage or Auto Service Station (with floor drains  
or facilities for washing vehicles).....\$280.00
11. Bar (not serving food).....\$337.00
12. Restaurant or Bar (serving both food & alcoholic  
beverages).....\$510.00
13. Nursing Home (per room).....\$55.00
14. Motel, Hotel or Lodging (per sleeping room) .....\$63.00
15. Mobile Home Park (per occupied unit).....\$110.00
16. Any commercial, industrial or other business establishment not described  
above with average employment (including owners) of 3 persons or  
less.....\$110.00
17. Any commercial, industrial or other business establishment not described  
above with average employment (including owners) of more than 3 but  
less than 10  
persons.....\$220.00
18. Any building, facility or other property connected to the sewerage system  
and used as a dumping facility by commercial or recreational  
vehicles.....\$8,496.00
19. School (Public or Private) **AND BULK RATE USERS\*\*\***



Up to 10,000 Gal.....	\$8.67/1000 gal.
Up to 40,000 Gal.....	\$9.48/1000 gal.
Up to 50,000 Gal.....	\$10.08/1000 gal.
MINIMUM QUARTERLY CHARGE	\$220.00

\*\*\* BULK USERS: Any commercial, industrial or other business establishment not described above with average employment (including owners) of 10 persons or more, or contributes, causes or permits the contribution of more than an average of 2000 gallons per day of flow into the Authority's Public Owned Treatment Works. *Discharge from groundwater remediation systems, which have been accepted by the Authority will also fall under the Bulk User Category.*

- 20. Facilities using a large volume of water where waste requires treatment of water consumed on or in such property.....\$8.98/1000 gal.
- 21. Septic tank and cesspool cleanings placed into the system at the treatment plant (when available) with a minimum charge.....\$1.52 gal.
- 22. Laundromats with fourteen (14) washing machines and under (each additional washing machine is \$92.00 for each qtr.).....\$550.00

CONNECTION FEE \$ 4445 .00 (revised 4/1/14 )

# AUTHORITY CONTACT INFORMATION

## 2018

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

<b>Name of Authority:</b>	Carneys Point Township Sewerage Authority		
<b>Federal ID Number:</b>	21-6008661		
<b>Address:</b>	303 Harding Highway		
<b>City, State, Zip:</b>	Carneys Point	NJ	08069
<b>Phone: (ext.)</b>	(856)299-5210	<b>Fax:</b>	(856)299-6921

<b>Preparer's Name:</b>	Michael J. Welding, CPA		
<b>Preparer's Address:</b>	6 N. Broad Street, Suite 201		
<b>City, State, Zip:</b>	Woodbury	NJ	08096
<b>Phone: (ext.)</b>	(856)853-0440	<b>Fax:</b>	(856)435-0440
<b>E-mail:</b>	<a href="mailto:mwelding@bowmanllp.com">mwelding@bowmanllp.com</a>		

<b>Chief Executive Officer:</b>	Anthony Rullo		
<b>Phone: (ext.)</b>	(856)299-5210	<b>Fax:</b>	(856)299-6921
<b>E-mail:</b>	<a href="mailto:cptsa@verizon.net">cptsa@verizon.net</a>		

<b>Chief Financial Officer:</b>	Michele Cleary		
<b>Phone: (ext.)</b>	(856)229-5210	<b>Fax:</b>	(856)299-6921
<b>E-mail:</b>	<a href="mailto:cptsa@verizon.net">cptsa@verizon.net</a>		

<b>Name of Auditor:</b>	Michael J. Welding, CPA		
<b>Name of Firm:</b>	Bowman & Company LLP		
<b>Address:</b>	6 N. Broad Street, Suite 201		
<b>City, State, Zip:</b>	Woodbury	NJ	08096
<b>Phone: (ext.)</b>	(856)853-0440	<b>Fax:</b>	(856)435-0440
<b>E-mail:</b>	<a href="mailto:mwelding@bowmanllp.com">mwelding@bowmanllp.com</a>		



# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Carneys Point Township Sewerage Authority

FISCAL  
YEAR:

FROM:  
DECEMBER  
1, 2017

TO:  
NOVEMBER  
30, 2018

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

- 1) Provide the number of individuals employed in calendar year 2016 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: **16**
- 2) Provide the amount of total salaries and wages for calendar year 2016 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: **\$478,366.35**
- 3) Provide the number of regular voting members of the governing body: **5**
- 4) Provide the number of alternate voting members of the governing body: **0**
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? **No** *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required? **(Checked to see if individuals actually filed at <http://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? **No***If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. **No** *If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. ***Attach a narrative of your Authorities procedures for all employees.***

- 11) Did the Authority pay for meals or catering during the current fiscal year? **No** *If “yes,” attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? **No** *If “yes,” attach a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.*
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
- a. First class or charter travel **No**
  - b. Travel for companions **No**
  - c. Tax indemnification and gross-up payments **No**
  - d. Discretionary spending account **No**
  - e. Housing allowance or residence for personal use **No**
  - f. Payments for business use of personal residence **No**
  - g. Vehicle/auto allowance or vehicle for personal use **No**
  - h. Health or social club dues or initiation fees **No**
  - i. Personal services (i.e.: maid, chauffeur, chef) **No**
- If the answer to any of the above is “yes,” attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? **Yes** *If “no,” attach an explanation of the Authority’s process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? **No** *If “yes,” attach explanation including amount paid.*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? **No** *If “yes,” attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board’s Electronic Municipal Marketplace Access (EMMA) as required? N/A *If “no,” attach a description of the Authority’s plan to ensure compliance with its Continuing Disclosure Agreements in the future.*
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority’s systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? **No** *If “yes,” attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority’s plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? **No** *If “yes,” attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*

**Question 10 Narrative Response:**

There are no “Highly Compensated” individuals, as defined in this budget package, employed by the Authority. The maximum compensation for Commissioners is prescribed by Municipal Ordinance as follows:

***ORDINANCE NO. 671: AN ORDINANCE AMENDING CHAPTER 40 OF THE CARNEYS POINT TOWNSHIP CODE AND PROVIDING COMPENSATION FOR MEMBERS OF THE CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY***

**“Members of the Carneys Point Township Sewerage Authority may receive from the Authority compensation for their services in such amount as the Authority may determine; provided, however, that no member shall receive in excess of \$1,500.00 per year as compensation for services as such member. This provision of the Carneys Point Township shall be retroactive to January 1, 1989.”**

**The Superintendent is an employee of a sub-contractor retained by the Authority Consulting Engineer to provide Utility Management, Licensed Operational Coverage, and Technical Support to the Authority, retained under the “Fair and Open” process. The Business Manager is an at-will; employee of the Authority whose compensation is set by a Resolution of the Board.**

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

<b>FISCAL YEAR:</b>	<b>FROM: DECEMBER 1, 2017</b>	<b>TO: NOVEMBER 30, 2018</b>
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*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)**

Carneys Point Township Sewerage Authority  
 For the Period ##### to November 30, 2018

Name	Title	Average Hours per Week Dedicated to Position	Position	Reportable Compensation from Authority (W-2/ 1099)			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 <b>(1) See note below</b>	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities	
				Commissioner	Key Employee	Highest Compensated Employee										Former
1	Anthony Rullo	Chairman	1 x					\$ 1,500	\$ 1,500	None					\$ 1,500	
2	Richard Gatani	Vice Chairman	1 x					1,500	1,500	None					1,500	
3	Joseph F. Racite	Secretary	1 x					1,500	1,500	Carneys Point Twp.	Mayor	10	5,834		7,334	
4	Charles Newton	Treasurer	1 x					1,500	1,500	None					1,500	
5	Wayne Pelura	Alt. Sec./Treasurer	1 x					1,500	1,500	Carneys Point Twp.	Committeeman	10	5,834		7,334	
6								0	0						0	
7								0	0						0	
8								0	0						0	
9								0	0						0	
10								0	0						0	
11								0	0						0	
12								0	0						0	
13								0	0						0	
14								0	0						0	
15								0	0						0	
<b>Total:</b>								<u>\$ 7,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>7,500</u>	<u>\$ 11,668</u>	<u>\$ -</u>	<u>\$ 19,168</u>

(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

Carneys Point Township Sewerage Authority  
For the Period December 1, 2017 to November 30, 2018

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost		# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior year Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
		Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget					
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage			\$ -			\$ -	\$ -	#DIV/0!
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)			-			-	-	#DIV/0!
Family	7	19,605	137,235	7	18,447	129,129	8,106	6.3%
Employee Cost Sharing Contribution (enter as negative - )			(11,371)			(10,699)	(672)	6.3%
<b>Subtotal</b>	<b>7</b>		<b>125,864</b>	<b>7</b>		<b>118,430</b>	<b>7,434</b>	<b>6.3%</b>
<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!
<b>Subtotal</b>	<b>0</b>		<b>-</b>	<b>0</b>		<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	#DIV/0!
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)	2	14,288	28,576	2	14,656	29,312	(736)	-2.5%
Family			-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )							-	#DIV/0!
<b>Subtotal</b>	<b>2</b>		<b>28,576</b>	<b>2</b>		<b>29,312</b>	<b>(736)</b>	<b>-2.5%</b>
<b>GRAND TOTAL</b>	<b>9</b>		<b>\$ 154,440</b>	<b>9</b>		<b>\$ 147,742</b>	<b>\$ 6,698</b>	<b>4.5%</b>

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

No	Yes or No
No	Yes or No

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

## Schedule of Accumulated Liability for Compensated Absences

Carneys Point Township Sewerage Authority  
 For the Period December 1, 2017 to November 30, 2018

Complete the below table for the Authority's accrued liability for compensated absences.

*X Box if Authority has no Compensated Absences*

*Legal Basis for Benefit  
(check applicable items)*

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
MC	217	\$ 10,992	X		
AW	202	11,219	X		
JC	108	7,095	X		
<b>Total liability for accumulated compensated absences at beginning of current year</b>		<b>\$ 29,306</b>			

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

# Schedule of Shared Service Agreements

**Carneys Point Township Sewerage Authority**

For the Period

December 1, 2017

to

November 30, 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
Barber Consulting Services	Carneys Point Township Sewerage Authority	Information Technology "IT" Support Services		6/7/2017	N/A	\$ 11,000

If No Shared Services X this Box



# **2018 AUTHORITY BUDGET**

## **Financial Schedules Section**

## SUMMARY

Carneys Point Township Sewerage Authority  
For the Period **December 1, 2017** to **November 30, 2018**

	<b>FY 2018 Proposed Budget</b>							<b>FY 2017 Adopted Budget</b>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
<b>REVENUES</b>										
Total Operating Revenues	\$ 1,940,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,940,000	\$ 1,890,000	\$ 50,000	2.6%
Total Non-Operating Revenues	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Anticipated Revenues	1,940,000	-	-	-	-	-	1,940,000	1,890,000	50,000	2.6%
<b>APPROPRIATIONS</b>										
Total Administration	652,750	-	-	-	-	-	652,750	617,500	35,250	5.7%
Total Cost of Providing Services	1,084,500	-	-	-	-	-	1,084,500	1,056,100	28,400	2.7%
Total Principal Payments on Debt Service in Lieu of Depreciation	262,000	-	-	-	-	-	262,000	262,000	-	0.0%
Total Operating Appropriations	1,999,250	-	-	-	-	-	1,999,250	1,935,600	63,650	3.3%
Total Interest Payments on Debt	28,555	-	-	-	-	-	28,555	18,925	9,630	50.9%
Total Other Non-Operating Appropriations	254,000	-	-	-	-	-	254,000	235,000	19,000	8.1%
Total Non-Operating Appropriations	282,555	-	-	-	-	-	282,555	253,925	28,630	11.3%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	2,281,805	-	-	-	-	-	2,281,805	2,189,525	92,280	4.2%
Less: Total Unrestricted Net Position Utilized	341,805	-	-	-	-	-	341,805	299,525	42,280	14.1%
Net Total Appropriations	1,940,000	-	-	-	-	-	1,940,000	1,890,000	50,000	2.6%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	<b>\$ (0)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (0)</b>	<b>\$ -</b>	<b>\$ (0)</b>	<b>#DIV/0!</b>

# Revenue Schedule

## Carneys Point Township Sewerage Authority

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

	<b>FY 2018 Proposed Budget</b>						<b>Total All</b>	<b>FY 2017 Adopted</b>	<b>\$ Increase</b>	<b>% Increase</b>
	Sewer	N/A	N/A	N/A	N/A	N/A	Operations	Budget	Proposed vs. Adopted	Proposed vs. Adopted
<b>OPERATING REVENUES</b>										
<i>Service Charges</i>										
Residential	1,900,000					\$ 1,900,000	\$ 1,850,000	\$ 50,000	2.7%	
Business/Commercial						-	-	-	#DIV/0!	
Industrial						-	-	-	#DIV/0!	
Intergovernmental						-	-	-	#DIV/0!	
Other	40,000					40,000	40,000	-	0.0%	
<b>Total Service Charges</b>	<b>1,940,000</b>	-	-	-	-	<b>1,940,000</b>	<b>1,890,000</b>	<b>50,000</b>	<b>2.6%</b>	
<i>Connection Fees</i>										
Residential						-	-	-	#DIV/0!	
Business/Commercial						-	-	-	#DIV/0!	
Industrial						-	-	-	#DIV/0!	
Intergovernmental						-	-	-	#DIV/0!	
Other						-	-	-	#DIV/0!	
<b>Total Connection Fees</b>	-	-	-	-	-	-	-	-	#DIV/0!	
<i>Parking Fees</i>										
Meters						-	-	-	#DIV/0!	
Permits						-	-	-	#DIV/0!	
Fines/Penalties						-	-	-	#DIV/0!	
Other						-	-	-	#DIV/0!	
<b>Total Parking Fees</b>	-	-	-	-	-	-	-	-	#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!	
<b>Total Other Revenue</b>	-	-	-	-	-	-	-	-	#DIV/0!	
<b>Total Operating Revenues</b>	<b>1,940,000</b>	-	-	-	-	<b>1,940,000</b>	<b>1,890,000</b>	<b>50,000</b>	<b>2.6%</b>	
<b>NON-OPERATING REVENUES</b>										
<i>Other Non-Operating Revenues (List)</i>										
Type in						-	-	-	#DIV/0!	
Type in						-	-	-	#DIV/0!	
Type in						-	-	-	#DIV/0!	
Type in						-	-	-	#DIV/0!	
Type in						-	-	-	#DIV/0!	
Type in						-	-	-	#DIV/0!	
<b>Total Other Non-Operating Revenue</b>	-	-	-	-	-	-	-	-	#DIV/0!	
<i>Interest on Investments &amp; Deposits (List)</i>										
Interest Earned						-	-	-	#DIV/0!	
Penalties						-	-	-	#DIV/0!	
Other						-	-	-	#DIV/0!	
<b>Total Interest</b>	-	-	-	-	-	-	-	-	#DIV/0!	
<b>Total Non-Operating Revenues</b>	-	-	-	-	-	-	-	-	#DIV/0!	
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 1,940,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,940,000</b>	<b>\$ 1,890,000</b>	<b>\$ 50,000</b>	<b>2.6%</b>

# Prior Year Adopted Revenue Schedule

## Carneys Point Township Sewerage Authority

### FY 2017 Adopted Budget

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING REVENUES</b>							
<i>Service Charges</i>							
Residential	\$ 1,850,000						\$ 1,850,000
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other	40,000						40,000
Total Service Charges	1,890,000	-	-	-	-	-	1,890,000
<i>Connection Fees</i>							
Residential							-
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	-	-	-	-	-	-	-
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees	-	-	-	-	-	-	-
<i>Other Operating Revenues (List)</i>							
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Total Other Revenue	-	-	-	-	-	-	-
Total Operating Revenues	1,890,000	-	-	-	-	-	1,890,000
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Total Non-Operating Revenues	-	-	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>							
Interest Earned							-
Penalties							-
Other							-
Total Interest	-	-	-	-	-	-	-
Total Non-Operating Revenues	-	-	-	-	-	-	-
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 1,890,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,890,000</b>

# Appropriations Schedule

## Carneys Point Township Sewerage Authority

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

	<b>FY 2018 Proposed Budget</b>						<b>FY 2017 Adopted Budget</b>			<i>\$ Increase (Decrease)</i>	<i>% Increase (Decrease)</i>
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations	
										<i>Proposed vs. Adopted</i>	<i>Proposed vs. Adopted</i>
<b>OPERATING APPROPRIATIONS</b>											
<i>Administration - Personnel</i>											
Salary & Wages	\$ 76,000						\$ 76,000	\$ 73,000	\$ 3,000	4.1%	
Fringe Benefits	58,000						58,000	33,000	25,000	75.8%	
Total Administration - Personnel	134,000	-	-	-	-	-	134,000	106,000	28,000	26.4%	
<i>Administration - Other (List)</i>											
See Attached Detail	518,750						518,750	511,500	7,250	1.4%	
Type in Description							-	-	-	#DIV/0!	
Type in Description							-	-	-	#DIV/0!	
Type in Description							-	-	-	#DIV/0!	
Miscellaneous Administration*							-	-	-	#DIV/0!	
Total Administration - Other	518,750	-	-	-	-	-	518,750	511,500	7,250	1.4%	
Total Administration	652,750	-	-	-	-	-	652,750	617,500	35,250	5.7%	
<i>Cost of Providing Services - Personnel</i>											
Salary & Wages	445,000						445,000	429,000	16,000	3.7%	
Fringe Benefits	125,000						125,000	120,000	5,000	4.2%	
Total COPS - Personnel	570,000	-	-	-	-	-	570,000	549,000	21,000	3.8%	
<i>Cost of Providing Services - Other (List)</i>											
See Attached Detail	514,500						514,500	507,100	7,400	1.5%	
Type in Description							-	-	-	#DIV/0!	
Type in Description							-	-	-	#DIV/0!	
Type in Description							-	-	-	#DIV/0!	
Miscellaneous COPS*							-	-	-	#DIV/0!	
Total COPS - Other	514,500	-	-	-	-	-	514,500	507,100	7,400	1.5%	
Total Cost of Providing Services	1,084,500	-	-	-	-	-	1,084,500	1,056,100	28,400	2.7%	
Total Principal Payments on Debt Service in Lieu of Depreciation											
	262,000	-	-	-	-	-	262,000	262,000	-	0.0%	
Total Operating Appropriations	1,999,250	-	-	-	-	-	1,999,250	1,935,600	63,650	3.3%	
<b>NON-OPERATING APPROPRIATIONS</b>											
Total Interest Payments on Debt	28,555	-	-	-	-	-	28,555	18,925	9,630	50.9%	
Operations & Maintenance Reserve							-	-	-	#DIV/0!	
Renewal & Replacement Reserve	150,000						150,000	150,000	-	0.0%	
Municipality/County Appropriation	99,000						99,000	80,000	19,000	23.8%	
Other Reserves	5,000						5,000	5,000	-	0.0%	
Total Non-Operating Appropriations	282,555	-	-	-	-	-	282,555	253,925	28,630	11.3%	
<b>TOTAL APPROPRIATIONS</b>	<b>2,281,805</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,281,805</b>	<b>2,189,525</b>	<b>92,280</b>	<b>4.2%</b>	
<b>ACCUMULATED DEFICIT</b>							-	-	-	#DIV/0!	
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>2,281,805</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,281,805</b>	<b>2,189,525</b>	<b>92,280</b>	<b>4.2%</b>	
<b>UNRESTRICTED NET POSITION UTILIZED</b>											
Municipality/County Appropriation	99,000	-	-	-	-	-	99,000	80,000	19,000	23.8%	
Other	242,805						242,805	219,525	23,280	10.6%	
Total Unrestricted Net Position Utilized	341,805	-	-	-	-	-	341,805	299,525	42,280	14.1%	
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 1,940,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,940,000</b>	<b>\$ 1,890,000</b>	<b>\$ 50,000</b>	<b>2.6%</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 \$ 99,962.50 \$ - \$ - \$ - \$ - \$ - \$ - \$ 99,962.50

# Prior Year Adopted Appropriations Schedule

## Carneys Point Township Sewerage Authority

	<i>FY 2017 Adopted Budget</i>						<b>Total All Operations</b>
	<b>Sewer</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 73,000						\$ 73,000
Fringe Benefits	33,000						33,000
Total Administration - Personnel	106,000	-	-	-	-	-	106,000
<i>Administration - Other (List)</i>							
See Attached Detail	511,500						511,500
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous Administration*							-
Total Administration - Other	511,500	-	-	-	-	-	511,500
Total Administration	617,500	-	-	-	-	-	617,500
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	429,000						429,000
Fringe Benefits	120,000						120,000
Total COPS - Personnel	549,000	-	-	-	-	-	549,000
<i>Cost of Providing Services - Other (List)</i>							
See Attached Detail	507,100						507,100
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous COPS*							-
Total COPS - Other	507,100	-	-	-	-	-	507,100
Total Cost of Providing Services	1,056,100	-	-	-	-	-	1,056,100
Total Principal Payments on Debt Service in Lieu of Depreciation	262,000	-	-	-	-	-	262,000
Total Operating Appropriations	1,935,600	-	-	-	-	-	1,935,600
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	18,925	-	-	-	-	-	18,925
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	150,000						150,000
Municipality/County Appropriation	80,000						80,000
Other Reserves	5,000						5,000
Total Non-Operating Appropriations	253,925	-	-	-	-	-	253,925
<b>TOTAL APPROPRIATIONS</b>	<b>2,189,525</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,189,525</b>
<b>ACCUMULATED DEFICIT</b>							<b>-</b>
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>2,189,525</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,189,525</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	80,000	-	-	-	-	-	80,000
Other	219,525						219,525
Total Unrestricted Net Position Utilized	299,525	-	-	-	-	-	299,525
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 1,890,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,890,000</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    \$ 96,780.00    \$ -    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 96,780.00

2018  
AUTHORITY BUDGET  
CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY  
FISCAL YEAR: FROM DECEMBER 1, 2017 TO NOVEMBER 30, 2018  
ATTACHMENT TO APPROPRIATION PAGES F-4 AND F-5

	2018 PROPOSED BUDGET	2017 CURRENT YEAR'S ADOPTED BUDGET	% Change
<u>ADMINISTRATION &amp; OTHER EXPENSES</u>			
ADMINISTRATIVE & GENERAL			
IT SERVICES	11,000.00	11,000.00	0.0%
RENT	2,500.00	2,500.00	0.0%
DUES	3,500.00	3,500.00	0.0%
TELEPHONE	5,500.00	4,200.00	31.0%
OFFICE SUPPLIES	4,000.00	4,600.00	-13.0%
ADVERTISING	2,000.00	2,000.00	0.0%
MISCELLANEOUS SUPPLIES & SERVICES	1,000.00	1,000.00	0.0%
INSURANCE	42,000.00	47,000.00	-10.6%
POSTAGE AND SHIPPING	3,000.00	5,000.00	-40.0%
PUBLIC EDUCATION	3,000.00	3,000.00	0.0%
COMMERCIAL BILLING & COLLECTION			
BILLING FORMS & EXPENSES	2,000.00	2,000.00	0.0%
PROFESSIONAL SERVICES - ENGINEERING	144,000.00	144,000.00	0.0%
PROFESSIONAL SERVICES - OPERATIONS & MANAGEMENT	144,000.00	144,000.00	0.0%
PROFESSIONAL SERVICES - LEGAL	9,000.00	9,000.00	0.0%
PROFESSIONAL SERVICES - ACCOUNTING/AUDITING	40,000.00	40,000.00	0.0%
TRUSTEE FEE	11,000.00	11,000.00	0.0%
PERS, DCRP & PAYROLL TAXES	91,250.00	77,700.00	17.4%
TOTAL	518,750.00	511,500.00	
<u>COST OF PROVIDING SERVICE &amp; OTHER EXPENSES</u>			
COLLECTION SYSTEMS AND OTHER EXPENSES			
CHEMICAL TREATMENT	15,000.00	10,000.00	50.0%
SLUDGE AND HAULING LIQUID	21,000.00	16,000.00	31.3%
UNDERGROUND MARKOUTS	1,200.00	1,200.00	0.0%
UNIFORMS	5,000.00	6,500.00	-23.1%
WIRELESS PHONES	400.00	400.00	0.0%
TRAINING	1,000.00	1,000.00	0.0%
MISCELLANEOUS OTHER EXPENSES	2,000.00	2,000.00	0.0%
TREATMENT AND DISPOSAL OTHER EXPENSES			
CHEMICAL TREATMENT	41,000.00	45,000.00	-8.9%
SLUDGE AND HAULING LIQUID	50,000.00	70,000.00	-28.6%
PLANT PERMIT	28,000.00	28,000.00	0.0%
POWER & FUEL	84,000.00	80,000.00	5.0%
WATER RENTS	6,800.00	6,000.00	13.3%
TRAINING	3,000.00	3,000.00	0.0%
TRASH DISPOSAL	2,700.00	2,700.00	0.0%
TELEPHONE	2,500.00	3,200.00	-21.9%
LABORATORY EXPENSES OUTSIDE	40,000.00	40,000.00	0.0%
MISCELLANEOUS SUPPLIES & EXPENSES	40,000.00	28,000.00	42.9%
PUMPING EXPENSES			
POWER & FUEL - ELECTRIC	40,000.00	40,000.00	0.0%
POWER & FUEL - NATURAL GAS	2,500.00	2,500.00	0.0%
WATER RENTS	2,300.00	1,600.00	43.8%
MISCELLANEOUS SUPPLIES & EXPENSES	2,000.00	4,000.00	-50.0%
MAINTENANCE EXPENSES			
GENERAL EQUIPMENT	4,000.00	4,000.00	0.0%
PUBLIC GROUNDS - LANDSCAPING SERVICE	2,800.00	3,000.00	-6.7%
MAINTENANCE OF PUBLIC GROUNDS	2,000.00	2,000.00	0.0%
COLLECTION SYSTEM: REPAIRS, OUTSIDE SERVICES	18,000.00	18,000.00	0.0%
PUMPING SYSTEM REPAIRS, OUTSIDE SERVICES	30,000.00	20,000.00	50.0%
PUMPING SYSTEM SUPPLIES AND SERVICES	35,000.00	35,000.00	0.0%
TREATMENT & DISPOSAL, OUTSIDE SERVICES	6,000.00	6,000.00	0.0%
TREATMENT & DISPOSAL SUPPLIES AND SERVICES	17,000.00	18,000.00	-5.6%
TRANSPORTATION EQUIPMENT - FUEL	4,800.00	5,000.00	-4.0%
TRANSPORTATION EQUIPMENT SERVICE AND SUPPLIES	4,500.00	5,000.00	-10.0%
TOTAL	514,500.00	507,100.00	

## Debt Service Schedule - Principal

### Carneys Point Township Sewerage 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>Sewer</i>									
Project Note	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ 770,000
SCPCFA Loan Payable	110,000	110,000	110,000	110,000	110,000	110,000	110,000	220,000	880,000
Carneys Point Interlocal	42,000	42,000	42,000	42,000	42,000	42,000	42,000	126,000	378,000
Type in Issue Name									-
Total Principal	262,000	262,000	262,000	262,000	262,000	262,000	262,000	456,000	2,028,000
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<b>TOTAL PRINCIPAL ALL OPERATIONS</b>	<b>\$ 262,000</b>	<b>\$ 262,000</b>	<b>\$ 262,000</b>	<b>\$ 262,000</b>	<b>\$ 262,000</b>	<b>\$ 262,000</b>	<b>\$ 262,000</b>	<b>\$ 456,000</b>	<b>\$ 2,028,000</b>

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

	<u>Moody's</u>	<u>Fitch</u>	<u>Standard &amp; Poors</u>
Bond Rating	N/A	N/A	N/A
Year of Last Rating	_____	_____	_____



**Debt Service Schedule - Interest**  
Carneys Point Township Sewerage Authority

If Authority has no debt X this box

	<i>Fiscal Year Ending in</i>								Total Interest Payments Outstanding
	Adopted Budget Year 2017	Proposed Budget Year 2018	2019	2020	2021	2022	2023	Thereafter	
<i>Sewer</i>									
Project Note	\$ 8,980	\$ 13,365	annual project notes						\$ 13,365
SCPCFA Loan Payable	4,555	4,455	3,960	3,465	2,970	2,475	1,980	2,475	21,780
Carneys Point Interlocal	5,390	10,735	9,542	8,350	5,964	4,771	3,578	3,578	46,519
Type in Issue Name									-
Total Interest Payments	18,925	28,555	13,502	11,815	8,934	7,246	5,558	6,053	81,664
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<b>TOTAL INTEREST ALL OPERATIONS</b>	<b>\$ 18,925</b>	<b>\$ 28,555</b>	<b>\$ 13,502</b>	<b>\$ 11,815</b>	<b>\$ 8,934</b>	<b>\$ 7,246</b>	<b>\$ 5,558</b>	<b>\$ 6,053</b>	<b>\$ 81,664</b>

## Net Position Reconciliation

### Carneys Point Township Sewerage Authority

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

### *FY 2018 Proposed Budget*

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$ 12,137,227						\$ 12,137,227
Less: Invested in Capital Assets, Net of Related Debt (1)	9,832,326						9,832,326
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)	6,210						6,210
Total Unrestricted Net Position (1)	2,298,691	-	-	-	-	-	2,298,691
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)	1,436,707						1,436,707
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	39,088						39,088
Plus: Estimated Income (Loss) on Current Year Operations (2)	(470,000)						(470,000)
Plus: Other Adjustments (attach schedule)							-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	3,304,486	-	-	-	-	-	3,304,486
Unrestricted Net Position Utilized to Balance Proposed Budget	242,805	-	-	-	-	-	242,805
Unrestricted Net Position Utilized in Proposed Capital Budget	150,000	-	-	-	-	-	150,000
Appropriation to Municipality/County (3)	99,000	-	-	-	-	-	99,000
Total Unrestricted Net Position Utilized in Proposed Budget	491,805	-	-	-	-	-	491,805
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR (4)</b>	\$ 2,812,681	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,812,681

(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	\$ 99,963	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 99,963
--	-----------	------	------	------	------	------	------	-----------

(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  
CARNEYS POINT  
TOWNSHIP  
AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2018 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

## CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

<b>FISCAL YEAR:</b>	<b>FROM: DECEMBER 1, 2017</b>	<b>TO: NOVEMBER 30, 2018</b>
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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 Carneys Point Township Sewerage Authority, on the 19<sup>th</sup> day of September, 2017.

Officer's Signature:			
Name:	Joseph F. Racite		
Title:	Secretary		
Address:	303 Harding Highway, Carneys Point, NJ 08069		
Phone Number:	(856)299-5210	Fax Number:	(856)299-6921
E-mail address	cpts@verizon.net		

# 2018 CAPITAL BUDGET/PROGRAM MESSAGE

## CARNEYS POINT TOWNSHIP SEWERAGE AUTHORITY

**FISCAL YEAR:**  
**FROM: DECEMBER 1, 2017**  
**TO: NOVEMBER 30, 2018**

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

**N/A**

2. Has each capital project/project financing been developed from a specific capital improvement plan or report; does it include full lifecycle costs; and is it consistent with appropriate elements of Master Plans or other plans in the jurisdiction(s) served by the authority?

**Yes**

3. Has a long-term (10-20 years) infrastructure needs assessment or other capital plan with a horizon beyond six years been prepared?

**No**

4. Describe the projected impact of the proposed capital projects, including impact on the schedule of rates, fees, and service charges and the impact on current and future year's schedules.

**There will be a rate study completed once the three major project costs are finalized and project financing is applied for. The Authority does anticipate a rate increase to fund the three major capital projects.**

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.

**None**

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.

**None**

*Add additional sheets if necessary.*

# Proposed Capital Budget

## Carneys Point Township Sewerage Authority

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

		<i>Funding Sources</i>					
Estimated Total Cost		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources	
<i>Sewer</i>							
GIS Based Assest Manage System	\$ 150,000	\$ 150,000					
RBC Replacement/Repair	400,000	400,000					
UV & Filter System Replacement	1,593,000	1,593,000					
Lafayette Road Sewer Project	1,157,000	1,157,000					
Total	3,300,000	150,000	-	3,150,000	-	-	
<i>N/A</i>							
Type in Description	-						
Type in Description	-						
Type in Description	-						
Type in Description	-						
Total	-	-	-	-	-	-	
<i>N/A</i>							
Type in Description	-						
Type in Description	-						
Type in Description	-						
Type in Description	-						
Total	-	-	-	-	-	-	
<i>N/A</i>							
Type in Description	-						
Type in Description	-						
Type in Description	-						
Type in Description	-						
Total	-	-	-	-	-	-	
<i>N/A</i>							
Type in Description	-						
Type in Description	-						
Type in Description	-						
Type in Description	-						
Total	-	-	-	-	-	-	
<i>N/A</i>							
Type in Description	-						
Type in Description	-						
Type in Description	-						
Type in Description	-						
Total	-	-	-	-	-	-	
<b>TOTAL PROPOSED CAPITAL BUDGET</b>		<b>\$ 3,300,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 3,150,000</b>	<b>\$ -</b>	<b>\$ -</b>

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

# 5 Year Capital Improvement Plan

## Carneys Point Township Sewerage Authority

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

*Fiscal Year Beginning in*

	<u>Estimated Total Cost</u>	<u>Current Budget</u>				
		<u>Year 2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
<i>Sewer</i>						
GIS Based Assest Manage System	\$ 150,000	\$ 150,000				
RBC Replacement/Repair	400,000	400,000				
UV & Filter System Replacemen	1,593,000	1,593,000				
Lafayette Road Sewer Project	1,157,000	1,157,000				
Total	<u>3,300,000</u>	<u>3,300,000</u>	-	-	-	-
<i>N/A</i>						
Type in Description	-	-				
Type in Description	-	-				
Type in Description	-	-				
Type in Description	-	-				
Total	<u>-</u>	<u>-</u>	-	-	-	-
<i>N/A</i>						
Type in Description	-	-				
Type in Description	-	-				
Type in Description	-	-				
Type in Description	-	-				
Total	<u>-</u>	<u>-</u>	-	-	-	-
<i>N/A</i>						
Type in Description	-	-				
Type in Description	-	-				
Type in Description	-	-				
Type in Description	-	-				
Total	<u>-</u>	<u>-</u>	-	-	-	-
<i>N/A</i>						
Type in Description	-	-				
Type in Description	-	-				
Type in Description	-	-				
Type in Description	-	-				
Total	<u>-</u>	<u>-</u>	-	-	-	-
<i>N/A</i>						
Type in Description	-	-				
Type in Description	-	-				
Type in Description	-	-				
Type in Description	-	-				
Total	<u>-</u>	<u>-</u>	-	-	-	-
<b>TOTAL</b>	<u><u>\$ 3,300,000</u></u>	<u><u>\$ 3,300,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

*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

## Carneys Point Township Sewerage Authority

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

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Sewer</i>						
GIS Based Assest Manage Syste	\$ 150,000					
RBC Replacement/Repair	400,000					
UV & Filter System Replacemen	1,593,000					
Lafayette Road Sewer Project	1,157,000					
Total	3,300,000	150,000	-	3,150,000	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ 3,300,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ 3,150,000</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	\$ 3,300,000					
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.