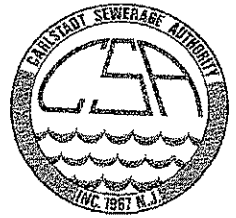


CARLSTADT SEWERAGE AUTHORITY

429 HACKENSACK STREET, CARLSTADT, NEW JERSEY 07072 201-935-2180



VINCENT DESIMONE
CHAIRMAN

THOMAS MALONEY
VICE CHAIRMAN

THOMAS R. DAVIS
SECRETARY/TREASURER

CRAIG LAHULLIER
COMMISSIONER

WILLIAM ROSEMAN
COMMISSIONER

SCOTT JUDGE
COMMISSIONER (alt)

Via Certified Mail #7017-2620-0000-4492-4950

December 20, 2018

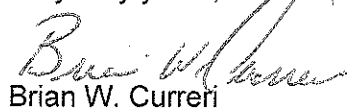
State of New Jersey
Bureau of Authority Regulation Affairs
Division of Local Government Services
101 South Broad St /P.O. Box 803
Trenton, NJ 08625-0803

Re: Carlstadt Sewerage Authority Adopted Budget – 2019

Dear Mr. Ewert:

Enclosed please find two (2) copies of our Adopted Budget for the fiscal year 2019, along with the 2019 Budget Transmittal Package Checklist. The documents were reviewed by the Carlstadt Sewerage Authority's Auditor Garbarini & Co. and at the 2019 Budget Authority Board Meeting held on December 19, 2018. All resolutions within the Budget Submission Package have been certified and our Corporate Seal affixed.

Very truly yours,


Brian W. Curren

Executive Director
CARLSTADT SEWERAGE AUTHORITY

Cc: Garbarini & Co.

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

ADOPTED BUDGET TRANSMITTAL PACKAGE (After Adoption of Budget)

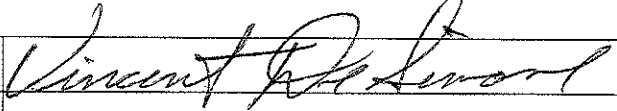
Submit all budget related materials in one package to: *Bureau of Authority Regulation Affairs, Division of Local Government Services, 101 South Broad Street, P.O. Box 803, Trenton, NJ 08625-0803*. Check the box of each item to indicate that it is included in budget or has been completed.

Adopted Authority Budget Document

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

PDF of Adopted Budget (All pages)

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

Official's Signature:			
Name:	Vincent DeSimone		
Title:	Chairman		
Address:	429 Hackensack Street Carlstadt, NJ 07072		
Phone Number:	201-935-2180	Fax Number:	201-935-7735
E-mail address:	bcurreri@csauthority.org		

Authority Budget of:

CARLSTADT SEWERAGE AUTHORITY

State Filing Year

2019

For the Period:

January 1, 2019

to

December 31, 2019

<http://carlstadtsewerageauthority.org/>

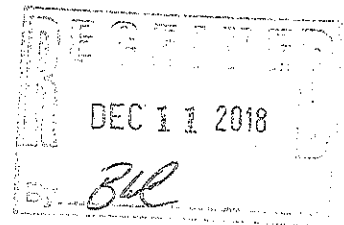
Authority Web Address

Department Of



Community
Affairs

APPROVED COPY



ORIGINAL

Division of Local Government Services

2019 AUTHORITY BUDGET

Certification Section

2019

CARLSTADT SEWERAGE AUTHORITY BUDGET
AUTHORITY BUDGET

FISCAL YEAR: FROM January 1, 2019 TO December 31, 2019

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 Civera CPA, RMA Date: 12/6/2018

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: _____

2019 PREPARER'S CERTIFICATION

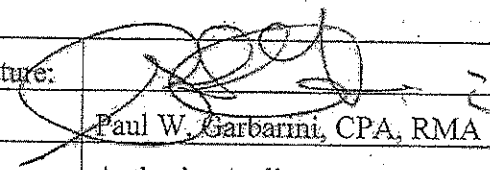
CARLSTADT SEWERAGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2019 TO: December 31, 2019

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:	Paul W. Garbarini, CPA, RMA		
Title:	Authority Auditor		
Address:	285 Division Ave. & Route 17 South Carlstadt, NJ 07072		
Phone Number:	201-933-5566	Fax Number:	201-933-0221
E-mail address	pwgarbarini@garbarinicpa.com		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address: www.carlstadtsewerageauthority.org

All authorities shall maintain either an Internet website or a webpage on the municipality's or county's Internet website. The purpose of the website or webpage shall be to provide increased public access to the authority's operations and activities. N.J.S.A. 40A:5A-17.1 requires the following items to be included on the Authority's website at a minimum for public disclosure. Check the boxes below to certify the Authority's compliance with N.J.S.A. 40A:5A-17.1.

- ☒ A description of the Authority's mission and responsibilities
- ☒ Budgets for the current fiscal year and immediately preceding two prior years
- ☒ The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (Similar Information is such as PIE Charts, Bar Graphs etc. for such items as Revenues, Expenditures, and other information the Authority deems relevant to inform the public)
- ☒ 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
- ☒ 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

Brian Curreri

Title of Officer Certifying compliance

Executive Director

Signature

Brian Curreri

2019 AUTHORITY BUDGET RESOLUTION

CARLSTADT SEWERAGE AUTHORITY

Resolution # 18-29

Moved: Mr. Lahullier

Second: Mr. Maloney

FISCAL YEAR: FROM: January 1, 2019 TO: December 31, 2019

WHEREAS, the Annual Budget and Capital Budget for the Carlstadt Sewerage Authority for the fiscal year beginning, January 1, 2019 and ending, December 31, 2019 has been presented before the governing body of the Carlstadt Sewerage Authority at its open public meeting of October 24, 2018; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 1,707,890 Total Appropriations, including any Accumulated Deficit if any, of \$1,707,890 and Total Unrestricted Net Position utilized of \$37,490; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$300,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ 300,000; and

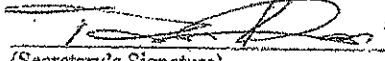
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for 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. §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 Carlstadt Sewerage Authority, at an open public meeting held on October 24, 2018 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Carlstadt Sewerage Authority for the fiscal year beginning, January 1, 2019 and ending, December 31, 2019 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 Carlstadt Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on December 19, 2018.


(Secretary's Signature)

10/24/18
(Date)

Governing Body Member:	Recorded Vote	Aye	Nay	Abstain	Absent
Thomas Davis					
Vincent DeSimone	✓				
Scott Judge (Alternate)	✓				
Craig Lahullier	✓				
Thomas Maloney	✓				
William Roseman					✓

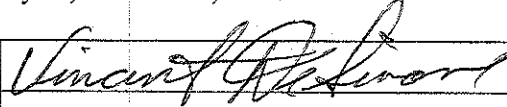
2019 ADOPTION CERTIFICATION

CARLSTADT SEWERAGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2019 TO: December 31, 2019

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 Carlstadt Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 19th day of, December, 2018.

Officer's Signature:			
Name:	Vincent DeSimone		
Title:	Chairman		
Address:	429 Hackensack Street Carlstadt, NJ 07072		
Phone Number:	201-935-2182	Fax Number:	201-935-7735
E-mail address	bcurreri@csauthority.org		

2019 ADOPTED BUDGET RESOLUTION #18-34

CARLSTADT SEWERAGE AUTHORITY

FISCAL YEAR: FROM: January 1, 2019 TO: December 31, 2019

WHEREAS, the Annual Budget and Capital Budget/Program for the Carlstadt Sewerage Authority for the fiscal year beginning January 1, 2019, and ending, December 31, 2019 has been presented for adoption before the governing body of the Carlstadt Sewerage Authority at its open public meeting of December 19, 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 presented for adoption reflects Total Revenues of \$ 1,707,890 Total Appropriations, including any Accumulated Deficit, if any, of \$1,707,890 and Total Unrestricted Net Position utilized of \$ 37,490; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$ 300,000 and Total Unrestricted Net Position planned to be utilized of \$ 300,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Carlstadt Sewerage Authority, at an open public meeting held on December 19, 2018 that the Annual Budget and Capital Budget/Program of the Carlstadt Sewerage Authority for the fiscal year beginning, January 1, 2019 and, ending, December 31, 2019 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

Thomas Davis
Vincent DeSimone
Scott Judge (Alternate)
Craig Lahullier
Thomas Maloney
William Roseman

✓
✓
✓
✓
✓

✓

2019 AUTHORITY BUDGET

Narrative and Information Section

2019 AUTHORITY BUDGET MESSAGE & ANALYSIS

CARLSTADT SEWERAGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2019 TO: December 31, 2019

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

1. Complete a brief statement on the 2019/2019-2020 proposed Annual Budget and make comparison to the 2018/2018-2019 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 2019 Authority Budget Appropriations is (\$464,617) overall lower than the 2018 budget, which is an overall decrease of (21.8%). This is mainly due to the decrease in Renewal & Replacement for the 2019 budget as per attached detail on CB-3-CB-5.

Fringe Benefits increased by 23.1% due to the increase in PERS billing from \$21,300 to \$37,000.

A difference of 74% or \$15,700. A portion of this increase is reflected in the Fringe Benefits for Administrative and a portion is reflected in the Fringe Benefits for Cost of Providing Services.

There was also a 12% increase in Health Insurance, from \$40,000 to \$45,000, due to premium increases during 2018.

Administrative conferences, registration and dues decreased by (12.2%) or (\$1,000.), due to fewer members planning on attending conferences in 2019.

Renewal and Replacement Reserve decrease by (\$660,000) or (68.8%) based on the 2019 capital budget as attached (CB-3-CB-5).

See explanation of service charge revenue increase on #2 below as per attached resolutions.

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 main difference between the 2019 and the 2018 budget is that amount of Unrestricted Net Position utilized is substantially less due to a new rate structure for its Tier 11 users. Historically the Carlstadt Sewerage Authority had been paying more to BCUA for some of its Tier 11 users than the actual amount billed to Tier 11 users. The new rate structure is expected to generate an additional \$125,000 in service revenue for Tier 11 users. For 2019 and going forward, the Tier 11 users will be billed for BCUA charges (as separately reported on the BCUA invoice) plus an additional service charge to cover the remainder of the budget (Net of BCUA Appropriation) based on their water usage. The rate for all other Tier 1 users will be billed the same as in prior year, with an increase from \$8.25 to \$9.25 per gallons of water usage. The additional \$1.00 increase is anticipated to generate an additional \$60,000 in revenue. The \$125,000 in additional Tier 11 user fees plus the \$60,000 in Tier 1 is the main difference between 2019 revenues anticipated vs. 2018 revenues anticipated (15.8%). The resolution approving the new Tier 11 structure is attached.

Connection fees are expected to increase in 2019 due to two new connections anticipated in 2019. They are located at 320 Paterson Avenue (warehouse) and 192 Paterson Avenue (hotel) at \$5,000 each. Interest Earned budgeted is reflective of the 2018 actual interest earned to date.

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

N/A

4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered.

The Carlstadt Sewerage Authority's use of unrestricted Net Position in the 2019 budget is substantially less than the 2018 budget as explained above. \$37,490 in 2019 vs. \$193,072 in 2018. The Carlstadt Sewerage Authority is anticipating that this will decrease yearly as a result of the Tier 11 new billing structure as explained above. The \$37,490 in the 2019 budget will be utilized to provide rate stabilization to Authority users.

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

N/A

6. The proposed budget must not reflect an anticipated deficit from 2019/2019-2020 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 explanation above for change in rate structure as well as resolutions attached.

**CARLSTADT SEWERAGE AUTHORITY
RESOLUTION # 18-26
TIER II**

OFFERED BY: *Davis*
SECONDED BY: *Maloney*

WHEREAS, The Carlstadt Sewerage Authority (the "CSA") receives a direct detailed bill for all Tier II users from the Bergen County Utility Authority ("BCUA") and has determined that it must revise its billing methods to Tier II users to include those direct charges from the BCUA.

WHEREAS, CSA has other budgeted appropriations resulting in an administrative charge to added onto the BCUA assessment and

NOW THEREFORE BE IT RESOLVED, by the CSA as follows:

1. The CSA commencing on January 1, 2019 shall bill all TIER II users, as those users are identified by the BCUA as follows:
 - a) a direct cost of the bill presented to the CSA by the BCUA for the usage by that particular TIER II user, plus
 - b) an administrative charge based upon the proposed 2019 budget appropriations exclusive of the budgeted BCUA appropriation and applied to discharge flow. This administrative charge shall be calculated on a yearly basis and shall be adopted each year as part of the CSA'S rate hearing.

Recorded Vote

YES

NO

ABSTAIN

ABSENT

Thomas Davis ✓

Vincent DeSimone ✓


Craig J. Lahullier ✓

Thomas Maloney ✓

William Roseman ✓

Scott Judge, Alternate ✓

Dated: September 26, 2018


Secretary

AUTHORITY CONTACT INFORMATION

2019

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

Name of Authority:	Carlstadt Sewerage Authority		
Federal ID Number:	22-1835619		
Address:	429 Hackensack Street		
City, State, Zip:	Carlstadt	NJ	07072
Phone: (ext.)	201-935-2180	Fax:	201-935-7735

Preparer's Name:	Paul w. Garbarini CPA,RMA		
Preparer's Address:	285 Division Avenue & Route 17 South		
City, State, Zip:	Carlstadt	NJ	07072
Phone: (ext.)	201-933-5566	Fax:	201-933-0221
E-mail:	Pwgarbarini@garbarinicpa.com		

Chief Executive Officer:	Brian Curreri		
Phone: (ext.)	201-935-2180	Fax:	201-935-7735
E-mail:	Bcurreri@csauthority.org		

Chief Financial Officer:	Same as CEO		
Phone: (ext.)		Fax:	
E-mail:			

Name of Auditor:	Paul W. Garbarini		
Name of Firm:	Garbarini & Co., PC, CPAs		
Address:	285 Division Avenue & Route 17 South		
City, State, Zip:	Carlstadt	NJ	07072
Phone: (ext.)	201-933-5566	Fax:	201-933-0221
E-mail:	Pwgarbarini@garbarinicpa.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

CARLSTADT SEWERAGE AUTHORITY

FISCAL YEAR: FROM: January 1, 2019 TO: December 31, 2019

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 2017 or 2018) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 13
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2017 or 2018) Transmittal of Wage and Tax Statements: \$256,831.64. Provide the number of regular voting members of the governing body: 5
- 3) Provide the number of alternate voting members of the governing body: 1
- 4) 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.
- 5) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2018 or 2019 deadline has passed 2018 or 2019) 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.
- 6) 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.
- 7) 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.
- 8) 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.
- 9) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authority's procedures for all employees.**
- 10) 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.

- 11) 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.*
- 12) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
- a. First class or charter travel NO
 - b. Travel for companions NO
 - c. Tax indemnification and gross-up payments NO
 - d. Discretionary spending account NO
 - e. Housing allowance or residence for personal use NO
 - f. Payments for business use of personal residence NO
 - g. Vehicle/auto allowance or vehicle for personal use YES
 - 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.*
- 13) 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)
- 14) 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.*
- 15) 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.*
- 16) 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 No Debt *If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. (If no bonded Debt answer is Not Applicable)*
- 17) 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.*
- 18) 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.*

Carlstadt Sewerage Authority
January 1, 2019-December 31, 2019 Budget

Responses to Page N-3

Item #10 – The current commissioners have found that annual salaries are consistent with similar authorities. Commissioners' salaries are reviewed periodically. Changes are not necessarily made annually but adjustments (increases or decreases) are made as the voting membership sees fit.

The only executive is the Executive Director. The current Executive Director was hired 1/30/15. The Authority is very careful in scrutinizing the credentials of job applicants. In addition, the starting salary is reduced from predecessors' ending salary until the applicant proves that he or she performs all job duties to the satisfaction of the Board.

Item #12 – The Authority reimbursed Thomas Davis \$587.38 and Scott Judge \$314.04 (hotel charges and mileage reimbursement) for their attendance at the New Jersey Water Environmental Association's annual conference, which was held May 7th-May 10th, in Atlantic City, NJ. An estimated \$800 will be paid for 3 commissioners and 1 employee to attend the N.J.L.O.M. annual convention, which will be held November 13th-November 15th in Atlantic City, NJ.

Item #13G – The Executive Director and the full-time Field Operator each receive a \$500/month vehicle allowance for the personal use of their vehicles.

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

**FISCAL YEAR: FROM: January 1, 2019 TO: December 31,
2019**

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, 2019, the most recent W-2 and 1099 should be used 2018 or 2017 (60 days prior to start of budget year is November 1, 2018, with 2017 being the most recent calendar year ended), and for fiscal years ending June 30, 2019, the calendar year 2018 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2018, with 2018 being the most recent calendar year ended).

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

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

For the Period January 1, 2019 to December 31, 2019
CARLSTADT SEWERAGE AUTHORITY
 Position (Can Check more than 1) Reportable Compensation from Authority (W-2/1099)
 Select for each Person

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Form	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 Vincent D'Simone	Chairman	1	x					8,340				8,340	None					8,340
2 Thomas Maloney	Vice Chairman	1	x					8,340				8,340	None					8,340
3 Thomas Davis	Secretary/Treasurer	1	x					8,340				8,340	None					8,340
4 Craig LaHuller	Commissioner	1	x					8,340				8,340	Carlstadt Borough	Mayor	20	7,950	37,000	53,300
5 William Roseman	Commissioner	1	x					8,340				8,340	Carlstadt Borough	Councilman	20	6,250	25,000	39,600
6 Scott Judge	Commissioner (alt)	1	x					8,340				8,340	None					8,340
7 Brian Current	Executive Director	40		x				103,799		6,000	45,000	154,799	None					154,799
8 Nicholas Rivera	Pump Operator	40		x				80,754		6,000		86,754	None					86,754
9												0						0
10												0						0
11												0						0
12												0						0
13												0						0
14												0						0
15												0						0
Total:								\$ 294,593	\$	\$ 12,000	\$ 45,000	\$ 291,593				\$ 14,220	\$ 82,000	\$ 367,813

(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

CARLSTADT SEWERAGE AUTHORITY

For the Period

January 1, 2019

to

December 31, 2019

Annual Cost									
	# of Covered Members (Medical & Rx)	Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior year Year Cost	\$ Increase (Decrease)	% Increase (Decrease)	
Active Employees - Health Benefits - Annual Cost									
Single Coverage			\$ -			\$ -			#DIV/0!
Parent & Child			-			-			#DIV/0!
Employee & Spouse (or Partner)			-			-			#DIV/0!
Family	1	46,572	46,572	1	41,512	41,512	5,060	12.2%	
Employee Cost Sharing Contribution (enter as negative -)			(1,572)			(1,512)	(60)	4.0%	
Subtotal	1		45,000	1		40,000	5,000	12.5%	
Commissioners - Health Benefits - Annual Cost									
Single Coverage			-			-			#DIV/0!
Parent & Child			-			-			#DIV/0!
Employee & Spouse (or Partner)			-			-			#DIV/0!
Family			-			-			#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)	0		-	0		-			#DIV/0!
Subtotal	0		-	0		-			#DIV/0!
Retirees - Health Benefits - Annual Cost									
Single Coverage			-			-			#DIV/0!
Parent & Child			-			-			#DIV/0!
Employee & Spouse (or Partner)			-			-			#DIV/0!
Family			-			-			#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)	0		-	0		-			#DIV/0!
Subtotal	0		-	0		-			#DIV/0!
GRAND TOTAL									
	1		\$ 45,000	1		\$ 40,000	\$ 5,000	12.5%	

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

NO	Yes or No
NO	Yes or No

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

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

Schedule of Shared Service Agreements

For the Period
January 1, 2019 to December 31, 2019

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

[illegible]

If No Shared Services X this Box:

X

2019 AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

For the Period January 1, 2019, to December 31, 2019

CARLSTADT SEWERAGE AUTHORITY

	FY 2019 Proposed Budget						FY 2018 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	SEWER	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
REVENUES										
Total Operating Revenues	\$ 1,355,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,355,400	\$ 1,170,017	\$ 185,383	15.8%
Total Non-Operating Revenues	315,000	-	-	-	-	-	315,000	965,000	(650,000)	-67.4%
Total Anticipated Revenues	1,670,400	-	-	-	-	-	1,670,400	2,135,017	(464,617)	-21.8%
APPROPRIATIONS										
Total Administration	384,370	-	-	-	-	-	384,370	368,258	16,112	4.4%
Total Cost of Providing Services	1,023,520	-	-	-	-	-	1,023,520	999,831	23,689	2.4%
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Operating Appropriations	1,407,890	-	-	-	-	-	1,407,890	1,368,089	39,801	2.9%
Total Interest Payments on Debt	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	300,000	-	-	-	-	-	300,000	960,000	(660,000)	-68.8%
Total Non-Operating Appropriations	300,000	-	-	-	-	-	300,000	960,000	(660,000)	-68.8%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	1,707,890	-	-	-	-	-	1,707,890	2,328,089	(620,199)	-26.6%
Less: Total Unrestricted Net Position Utilized	37,490	-	-	-	-	-	37,490	193,072	(155,582)	-80.6%
Net Total Appropriations	1,670,400	-	-	-	-	-	1,670,400	2,135,017	(464,617)	-21.8%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Revenue Schedule

CARLSTADT SEWERAGE AUTHORITY
For the Period January 1, 2019 to December 31, 2019

FY 2019 Proposed Budget

	SEWER	N/A	N/A	N/A	N/A	N/A	Total All Operations	FY 2018 Adopted Budget	Total All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
OPERATING REVENUES											
<i>Service Charges</i>											
Residential							\$ -	\$ -	\$ -		#DIV/0!
Business/Commercial							-	-	-		#DIV/0!
Industrial	1,344,400						1,344,400	1,164,017	180,383		15.5%
Intergovernmental							-	-	-		#DIV/0!
Other							-	-	-		#DIV/0!
Total Service Charges	1,344,400						1,344,400	1,164,017	180,383		15.5%
<i>Connection Fees</i>											
Residential							-	-	-		#DIV/0!
Business/Commercial							-	-	-		#DIV/0!
Industrial	10,000						10,000	5,000	5,000		100.0%
Intergovernmental							-	-	-		#DIV/0!
Other							-	-	-		#DIV/0!
Total Connection Fees	10,000						10,000	5,000	5,000		100.0%
<i>Parking Fees</i>											
Meters							-	-	-		#DIV/0!
Permits							-	-	-		#DIV/0!
Fines/Penalties							-	-	-		#DIV/0!
Other							-	-	-		#DIV/0!
Total Parking Fees							-	-	-		#DIV/0!
<i>Other Operating Revenues (List)</i>											
Interest on Delinquent Penalties	1,000						1,000	1,000	-		0.0%
Type in (Grant, Other Rev)							-	-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-	-		#DIV/0!
Type in (Grant, Other Rev)							-	-	-		#DIV/0!
Total Other Revenue	1,000						1,000	1,000	-		0.0%
Total Operating Revenues	1,355,400						1,355,400	1,170,017	185,383		15.8%
NON-OPERATING REVENUES											
<i>Other Non-Operating Revenues (List)</i>											
Utilization of Fund Balance	300,000						300,000	960,000	(660,000)		-68.8%
Type in							-	-	-		#DIV/0!
Type in							-	-	-		#DIV/0!
Type in							-	-	-		#DIV/0!
Type in							-	-	-		#DIV/0!
Type in							-	-	-		#DIV/0!
Total Other Non-Operating Revenue	300,000						300,000	960,000	(660,000)		-68.8%
<i>Interest on Investments & Deposits (List)</i>											
Interest Earned	15,000						15,000	5,000	10,000		200.0%
Penalties							-	-	-		#DIV/0!
Other							-	-	-		#DIV/0!
Total Interest	15,000						15,000	5,000	10,000		200.0%
Total Non-Operating Revenues	315,000						315,000	965,000	(650,000)		-67.4%
TOTAL ANTICIPATED REVENUES	\$ 1,670,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,670,400	\$ 2,135,017	\$ (464,617)		-21.8%

Prior Year Adopted Revenue Schedule

CARLSTADT SEWERAGE AUTHORITY

FY 2018 Adopted Budget

	SEWER	N/A	N/A	N/A	N/A	N/A	Total All Operations
OPERATING REVENUES							
<i>Service Charges</i>							
Residential							\$ -
Business/Commercial							-
Industrial	1,164,017						1,164,017
Intergovernmental							-
Other							-
Total Service Charges	1,164,017	-	-	-	-	-	1,164,017
<i>Connection Fees</i>							
Residential							-
Business/Commercial							-
Industrial	5,000						5,000
Intergovernmental							-
Other							-
Total Connection Fees	5,000	-	-	-	-	-	5,000
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees	-	-	-	-	-	-	-
<i>Other Operating Revenues (List)</i>							
Interest on Delinquent Accounts	1,000						1,000
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Total Other Revenue	1,000	-	-	-	-	-	1,000
Total Operating Revenues	1,170,017	-	-	-	-	-	1,170,017
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
Utilization of Fund Balance	960,000						960,000
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Total Other Non-Operating Revenues	960,000	-	-	-	-	-	960,000
<i>Interest on Investments & Deposits</i>							
Interest Earned	5,000						5,000
Penalties							-
Other							-
Total Interest	5,000	-	-	-	-	-	5,000
Total Non-Operating Revenues	965,000	-	-	-	-	-	965,000
TOTAL ANTICIPATED REVENUES	\$ 2,135,017	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,135,017

Appropriations Schedule

CARLSTADT SEWERAGE AUTHORITY

For the Period January 1, 2019 to December 31, 2019

FY 2019 Proposed Budget

	SEWER	N/A	N/A	N/A	N/A	N/A	Total All Operations	FY 2018 Adopted Budget	Total All Operations	\$ increase (Decrease) Proposed vs. Adopted	% increase (Decrease) Proposed vs. Adopted
OPERATING APPROPRIATIONS											
<i>Administration - Personnel</i>											
Salary & Wages	\$ 165,715						\$ 165,715	\$ 162,516	\$ 3,199		2.0%
Fringe Benefits	81,020						81,020	65,842	15,178		23.1%
Total Administration - Personnel	246,735	-	-	-	-	-	246,735	228,358	18,377		8.0%
<i>Administration - Other (List)</i>											
Admin. Conferences, Registrations & Dues	7,200						7,200	8,200	(1,000)		-12.2%
Professional Fees	73,500						73,500	72,300	1,200		1.7%
Office, Rent, and Auto Allowance	46,435						46,435	47,400	(965)		-2.0%
Insurance and Bond Premium	10,500						10,500	12,000	(1,500)		-12.5%
Miscellaneous Administration*											
Total Administration - Other	137,635	-	-	-	-	-	137,635	139,900	(2,265)		-1.6%
Total Administration	384,370	-	-	-	-	-	384,370	368,258	16,112		4.4%
<i>Cost of Providing Services - Personnel</i>											
Salary & Wages	96,818						96,818	95,625	1,193		1.2%
Fringe Benefits	21,044						21,044	15,206	5,838		38.4%
Total COPS - Personnel	117,862	-	-	-	-	-	117,862	110,831	7,031		6.3%
<i>Cost of Providing Services - Other (List)</i>											
Repairs, Parts, Supplies, Maintenance	20,000						20,000	20,000	-		0.0%
Power & Water	14,000						14,000	14,000	-		0.0%
Waste Water Sampling	-						-	-	-		
BCUA Charges	871,658						871,658	855,000	16,658		1.9%
Miscellaneous COPS*											
Total COPS - Other	905,658	-	-	-	-	-	905,658	889,000	16,658		1.9%
Total Cost of Providing Services	1,023,520	-	-	-	-	-	1,023,520	999,831	23,689		2.4%
Total Principal Payments on Debt Service in Lieu of Depreciation	-						-	-	-		
Total Operating Appropriations	1,407,890	-	-	-	-	-	1,407,890	1,368,089	39,801		2.9%
NON-OPERATING APPROPRIATIONS											
Total Interest Payments on Debt	-						-	-	-		
Operations & Maintenance Reserve	-						-	-	-		
Renewal & Replacement Reserve	300,000						300,000	960,000	(660,000)		-68.8%
Municipality/County Appropriation	-						-	-	-		
Other Reserves	-						-	-	-		
Total Non-Operating Appropriations	300,000	-	-	-	-	-	300,000	960,000	(660,000)		-68.8%
TOTAL APPROPRIATIONS	1,707,890	-	-	-	-	-	1,707,890	2,328,089	(620,199)		-26.6%
ACCUMULATED DEFICIT											
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,707,890	-	-	-	-	-	1,707,890	2,328,089	(620,199)		-26.6%
UNRESTRICTED NET POSITION UTILIZED											
Municipality/County Appropriation	-						-	-	-		
Other	37,490						37,490	193,072	(155,582)		-80.6%
Total Unrestricted Net Position Utilized	37,490	-	-	-	-	-	37,490	193,072	(155,582)		-80.6%
TOTAL NET APPROPRIATIONS	\$ 1,670,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,670,400	\$ 2,135,017	\$ (464,617)		-21.8%

* 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 \$ 70,394.50 \$ - \$ - \$ - \$ - \$ - \$ - \$ 70,394.50

Prior Year Adopted Appropriations Schedule

CARLSTADT SEWERAGE AUTHORITY

FY 2018 Adopted Budget

	SEWER	N/A	N/A	N/A	N/A	N/A	Total All Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 162,516						\$ 162,516
Fringe Benefits	65,842						65,842
Total Administration - Personnel	228,358	-	-	-	-	-	228,358
<i>Administration - Other (List)</i>							
Admin., Conferences, Registrations & Dues	8,200						8,200
Professional Fees	72,300						72,300
Office, Rent, and Auto Allowance	47,400						47,400
Insurance and Bond Premiums	12,000						12,000
Miscellaneous Administration*							-
Total Administration - Other	139,900	-	-	-	-	-	139,900
Total Administration	368,258	-	-	-	-	-	368,258
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	95,625						95,625
Fringe Benefits	15,206						15,206
Total COPS - Personnel	110,831	-	-	-	-	-	110,831
<i>Cost of Providing Services - Other (List)</i>							
Repairs, Parts, Supplies, Maintenance	20,000						20,000
Power & Water	14,000						14,000
Waste Water Sampling							-
BCUA Charges	855,000						855,000
Miscellaneous COPS*							-
Total COPS - Other	889,000	-	-	-	-	-	889,000
Total Cost of Providing Services	999,831	-	-	-	-	-	999,831
Total Principal Payments on Debt Service in Lieu of Depreciation		-	-	-	-	-	-
Total Operating Appropriations	1,368,089	-	-	-	-	-	1,368,089
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt		-	-	-	-	-	-
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	960,000						960,000
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	960,000	-	-	-	-	-	960,000
TOTAL APPROPRIATIONS	2,328,089	-	-	-	-	-	2,328,089
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,328,089	-	-	-	-	-	2,328,089
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation		-	-	-	-	-	-
Other	193,072						193,072
Total Unrestricted Net Position Utilized	193,072	-	-	-	-	-	193,072
TOTAL NET APPROPRIATIONS	\$ 2,135,017	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,135,017

* 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 \$ 68,404.45 \$ - \$ - \$ - \$ - \$ - \$ - \$ 68,404.45

Debt Service Schedule - Principal

CARLSTADT SEWERAGE AUTHORITY

If Authority has no debt X this box

X

	Fiscal Year Ending in					Total Principal Outstanding
	2020	2021	2022	2023	2024	
SEWER						
Type in Issue Name						
Type in Issue Name						
Type in Issue Name						
Type in Issue Name						
Total Principal						\$
N/A						
Type in Issue Name						
Type in Issue Name						
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Indicate the Authority's most recent bond rating and the year of the rating by ratings service.

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

Net Position Reconciliation

CARLSTADT SEWERAGE AUTHORITY

For the Period

January 1, 2019

to

December 31, 2019

FY 2019 Proposed Budget

	SEWER	N/A	N/A	N/A	N/A	N/A	Total All Operations
TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)	\$ 2,101,012						\$ 2,101,012
Less: Invested in Capital Assets, Net of Related Debt (1)	826,594						826,594
Less: Restricted for Debt Service Reserve (1)							
Less: Other Restricted Net Position (1)							
Total Unrestricted Net Position (1)	1,274,418						1,274,418
Less: Designated for Non-Operating Improvements & Repairs							
Less: Designated for Rate Stabilization							
Less: Other Designated by Resolution							
Plus: Accrued Unfunded Pension Liability (1)							
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							
Plus: Estimated Income (Loss) on Current Year Operations (2)	(165,000)						(165,000)
Plus: Other Adjustments (attach schedule)							
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	1,109,418						1,109,418
Unrestricted Net Position Utilized to Balance Proposed Budget	37,490						37,490
Unrestricted Net Position Utilized in Proposed Capital Budget	300,000						300,000
Appropriation to Municipality/County (3)							
Total Unrestricted Net Position Utilized in Proposed Budget	337,490						337,490
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR	\$ 771,928	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 771,928
Last Issued Audit Report (4)							

(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

(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.

2019
Carlstadt Sewerage
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2019 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

CARLSTADT SEWERAGE AUTHORITY

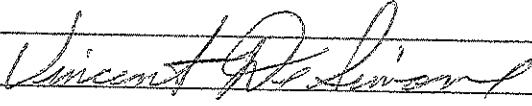
FISCAL YEAR: FROM: January 1, 2019 TO: December 31,
2019

☐ 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 Carlstadt Sewerage Authority, on the 24th day of October, 2018.

OR

☒ It is hereby certified that the governing body of the Carlstadt Sewerage 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):

The Authority has elected to postpone capital additions until a later time when adequate financing options are available.

Officer's Signature:			
Name:	Vincent DeSimone		
Title:	Chairman, Commissioner		
Address:	429 Hackensack Street Carlstadt, NJ 07072		
Phone Number:	201-935-2180	Fax Number:	201-935-7735
E-mail address	bcurren@csauthority.org		

2019 CAPITAL BUDGET/PROGRAM MESSAGE

Carlstadt Sewerage Authority

FISCAL YEAR: FROM: January 1, 2019 TO: December 31, 2019

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?

N/A

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

N/A

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.

N/A

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

N/A

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

N/A

Add additional sheets if necessary.

Proposed Capital Budget

CARLSTADT SEWERAGE AUTHORITY

For the Period January 1, 2019 to December 31, 2019

		Funding Sources					
		Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
SEWER							
Assess. for Improv to Jony Dr & Barrel Ave PS	\$	50,000	\$	50,000			
Jony Drive PS Improvement		100,000		100,000			
Barrel Ave PS Improvement		100,000		100,000			
Manhole Rehabilitation		50,000		50,000			
Total		300,000		300,000			
N/A							
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Total		-					
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Total		-					
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Total		-					
TOTAL PROPOSED CAPITAL BUDGET							
	\$	300,000	\$	300,000	\$	-	\$

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

CARLSTADT SEWERAGE AUTHORITY

For the Period January 1, 2019 to December 31, 2019

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2019	2020	2021	2022	2023	2024
SEWER							
Assess. for Improv to Jony Dr & Barrel Ave PS	\$ 50,000	\$ 50,000					
Jony Drive PS Improvement	100,000	100,000					
Barrel Ave PS Improvement	100,000	100,000					
Manhole Rehabilitation	50,000	50,000					
Total	300,000	300,000					
N/A							
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Total	-						
TOTAL	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -

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

5 Year Capital Improvement Plan Funding Sources

CARLSTADT SEWERAGE AUTHORITY

For the Period January 1, 2019 to December 31, 2019

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
SEWER						
Assess. for Improv to Jony Dr & Barrel Ave PS	\$ 50,000		\$ 50,000			
Jony Drive PS Improvement	100,000		100,000			
Barrel Ave PS Improvement	100,000		100,000			
Manhole Rehabilitation	50,000		50,000			
Total	300,000		300,000			
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TOTAL	\$ 300,000	\$ -	\$ 300,000	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 300,000					
Balance check						
- If amount is other than zero, verify that projects listed above match on 1st column of 501						

- 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.