

Fiscal Year

Start Year

2023

End Year

2023

Authority Budget of:
Carlstadt Sewerage Authority

ADOPTED COPY

State Filing Year

2023

For the Period:

January 1, 2023

to

December 31, 2023

www.carlstadtsewerageauthority.org

Authority Web Address



Division of Local Government Services

**2023 AUTHORITY BUDGET
CERTIFICATION SECTION**

2023

Carlstadt Sewerage Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D Cwest CPA, RMA Date: 1/3/2023

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Paul D Cwest CPA, RMA Date: 1/3/2023

2023 PREPARER'S CERTIFICATION

Carlstadt Sewerage Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

It is hereby certified that the Authority Budget, including 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 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:	pcuva@w-cpa.com
Name:	Paul J. Cuva
Title:	Auditor
Address:	401 Wanaque Avenue Pompton Lakes, NJ 07442
Phone Number:	973-835-7900
Fax Number:	973-835-6631
E-mail Address:	pcuva@w-cpa.com

AUTHORITY 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.
- ☒ 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 *(Similar information includes items such as Revenue and Expenditure pie charts, or other types of charts, along with other information that would be useful to the public in understanding the finances/budget of the Authority).*
- ☒ The complete (all pages) annual audits (not the Audit Synopsis) for the most recent fiscal year and immediately preceding 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:

bcurreri@csauthority.org

2023 APPROVAL CERTIFICATION

Carlstadt Sewerage Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

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 Carlstadt Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on October 25, 2022.

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

Officer's Signature:	bcurreri@csauthority.org
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

2023 AUTHORITY BUDGET RESOLUTION

Carlstadt Sewerage Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

WHEREAS, the Annual Budget for Carlstadt Sewerage Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 has been presented before the governing body of the Carlstadt Sewerage Authority at its open public meeting of October 25, 2022; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,356,424.00, Total Appropriations including any Accumulated Deficit, if any, of \$1,356,424.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$0.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the schedule of rents, 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 Carlstadt Sewerage Authority, at an open public meeting held on October 25, 2022 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Carlstadt Sewerage Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023, 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 Housing 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 20, 2022.

bcurreri@csauthority.org

(Secretary's Signature)

10/25/2022

(Date)

Governing Body Recorded Vote

[illegible]

2023 ADOPTION CERTIFICATION

Carlstadt Sewerage Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

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 December 20, 2022.

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

2023 ADOPTED BUDGET RESOLUTION

Carlstadt Sewerage Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

WHEREAS, the Annual Budget and Capital Budget/Program for the Carlstadt Sewerage Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 has been presented for adoption before the governing body of the Carlstadt Sewerage Authority at its open public meeting of December 20, 2022; 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 presented for adoption reflects Total Revenues of \$1,356,424.00, Total Appropriations, including any Accumulated Deficit, if any, of \$1,356,424.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$0.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Carlstadt Sewerage Authority at an open public meeting held on December 20, 2022 that the Annual Budget and Capital Budget/Program of the Carlstadt Sewerage Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 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.

bcurreri@csauthority.org

(Secretary's Signature)

12/20/2022

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Vincent DeSimone	x			
Craig Lahullier	x			
Scott Judge	x			
Thomas Davis	x			

**2023 AUTHORITY BUDGET
NARRATIVE AND INFORMATION SECTION**

2023 AUTHORITY BUDGET MESSAGE & ANALYSIS

Carlstadt Sewerage Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

Answer all questions below using the space provided. Do not attach answers as a separate document.

1. Complete a brief statement on the Fiscal Year 2023 proposed Annual Budget and make comparison to the Fiscal Year 2022 adopted budget for each Revenues and Appropriations. Explain any variances over +/-10% (as shown on budget pages F-2 and F-4) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase or decrease in the budgeted line item, not just an indication of the amount and percent of change. Upload any supporting documentation that will help explain the reason for the increase or decrease in the budgeted line item.

Interest earned (+\$3,200, +213.3%) - The Authority anticipates increased interest rates.

Fringe benefits - Admin (+\$29,832, +42.3%) - The Authority anticipates increases in health insurance premiums in 2023.

Admin, Conferences, registration & dues (-\$3,983, -66.6%) - The Authority does not anticipate attending any conferences or seminars in 2023.

Office, rent, & auto allowance (+\$4,312, +10.8%) - Increase due to the Authority's office rent increasing in 2023.

Fringe benefits - COPS (+\$3,837, +50.5%) - The Authority anticipates increases in health insurance premiums in 2023.

Power & water (+\$2,300, +19.2%) - Utility rates have increased from the prior year.

Unrestricted net position utilized - other (-\$29,543, -100.0%) - The Authority utilized unrestricted net position in prior years to keep rates stable. The Authority did not need to utilize net position in the current year.

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

The local economy is recovering from the COVID 19 pandemic. Inflation is a major contribution to the increased costs to operate the Authority.

3. 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 anticipated a use of Unrestricted Net Position, this question must be answered.

Not applicable.

2023 AUTHORITY BUDGET MESSAGE & ANALYSIS

Carlstadt Sewerage Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

Answer all questions below using the space provided. Do not attach answers as a separate document.

4. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or shared service payments, pilot payments, or other types of contracts or agreements. (Example - To provide police services to the Authority, etc. and explain the reason for the transfer (i.e. to balance the County/Municipal Budget, etc.)

Not applicable.

5. The proposed budget must not reflect an anticipated deficit from 2023 operations. If there exists an accumulated deficit from prior year's budgets (and funding is included in the proposed budget as a result of a prior year 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.

Not applicable.

(Prepare a response to deficits in most recent audit report pertaining to Deficits to Unrestricted Net Position caused by recording Pension and Post-Employment Benefits liabilities as required by GASB 68 and GASB 75) and similar types of deficits in the audit report. How would these deficits be funded?

2023 AUTHORITY BUDGET MESSAGE & ANALYSIS

Carlstadt Sewerage Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

Answer all questions below using the space provided. Do not attach answers as a separate document.

6. 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 rate structure, **if applicable**. (If no changes to fees or rates, indicate answer as "**Rates Are Staying The Same**").

Rates are staying the same.

AUTHORITY CONTACT INFORMATION

2023

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 J. Cuva		
Preparer's Address:	401 Wanaque Avenue		
City, State, Zip:	Pompton Lakes	NJ	07442
Phone: (ext.)	973-835-7900	Fax:	973-835-6631
E-mail:	pcuva@w-cpa.com		

Chief Executive Officer*	Brian Curreri		
<i>*Or person who performs these functions under another title.</i>			
Phone: (ext.)	201-935-2180	Fax:	201-935-7735
E-mail:	bcurreri@csauthority.org		

Chief Financial Officer*	Brian Curreri		
<i>*Or person who performs these functions under another title.</i>			
Phone: (ext.)	201-935-2180	Fax:	201-935-7735
E-mail:	bcurreri@csauthority.org		

Name of Auditor:	Paul J. Cuva		
Name of Firm:	Wielkott & Company, LLC		
Address:	401 Wanaque Avenue		
City, State, Zip:	Pompton Lakes	NJ	07442
Phone: (ext.)	973-835-7900	Fax:	973-835-6631
E-mail:	pcuva@w-cpa.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

Carlstadt Sewerage Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

1. Provide the number of individuals employed as reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statement:

12

2. Provide the amount of total salaries and wages reported on the Authority's most recent Form W-3, Transmittal of Wage, and Tax Statements:

\$ 191,233.67

3. Provide the number of regular voting members of the governing body:

4

(5 or 7 per State statute, possibly more for regional authorities)

4. Provide the number of alternate voting members of the governing body:

0

(Maximum is 2)

5. **Regional Authorities Only** - 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?

N/A

Check to see if individuals filed their FDS on the FDS webpage: <https://www.nj.gov/dca/divisions/dlgs/resources/fds.html>.

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 the highest compensated employee?

No

If "yes", provide 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?

No

If the answer to any of the above is "yes", provide 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*?

No

*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.

If "yes", provide 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 individuals listed on Page N-4 (2 of 2).

AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Carlstadt Sewerage Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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

No

If "yes", provide 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 of individual listed on Page N-4?

No

If "yes", provide 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
- b. Travel for companions
- c. Tax indemnification and gross-up payments
- d. Discretionary spending account
- e. Housing allowance or residence for personal use
- f. Payments for business use of personal residence
- g. Vehicle/auto allowance or vehicle for personal use
- h. Health or social club dues or initiation fees
- i. Personal services (i.e. maid, chauffeur, chef)

No

No

No

No

No

No

No

No

No

If the answer to any of the above is "yes", provide 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", provide explanation, including amount paid.

15. Did the Authority make 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", provide explanation including amount paid.

16. Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate?

No

If "yes", provide 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.

AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Carlstadt Sewerage Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

17. Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e. sewer overflow, etc.)?

No

If "yes", provide description of the event or condition that resulted in the fine/assessment and indicate the amount of the fine/assessment.

AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Carlstadt Sewerage Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

Use the space below to provide clarification for any Questionnaire responses.

Question #9 - 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 the predecessors' ending salary until the applicant proves that he or she performs all job duties to the satisfaction of the Board.

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

Carlstadt Sewerage Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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 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.
- 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 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 during the most recent fiscal year completed.

Commissioner: A member of the governing body of the authority with voting rights. Include alternates for the 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 officer as officers, if applicable. 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

- 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): The aggregate compensation that is reported (or 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.

Carlstadt Sewerage Authority
For the Period January 01, 2023 to December 31, 2023

	Name	Title	Average Hours per Week Dedicated to Position	Position	Reportable Compensation from Authority (W-2/ 1099)					Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority
					Highest Compensated Key Employee Officer Commissioner	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)		
1	Scott Judge	Secretary/ Treasurer	1	X			\$ 7,881.24		\$ 602.91		\$ 8,484.15
2	Vincent DeSimone	Chairman	1	X			\$ 7,714.44		\$ 590.15		\$ 8,304.59
3	Thomas Davis	Commissioner	1	X			\$ 8,340.00		\$ 638.01		\$ 8,978.01
4	Craig Lahullier	Vice Chairman	1	X			\$ 7,714.44		\$ 590.15		\$ 8,304.59
5	Brian Curreri	Executive Director*	40		X		\$ 34,500.00		\$ 37,269.25		\$ 71,769.25
6	Steven Lahullier	Executive Director	40		X		\$ 90,500.00		\$ 41,553.25		\$ 132,053.25
7											
8											
9	*Brian will be employed through 2/28/2023										
10											
11											
12											
13											
14											
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16											
17											
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23											
24											
25											
26											
27											
28											
29											
30											
31											
32											
33											
34											
35											
Total:							\$ 156,650.12	\$ -	\$ 81,243.72	\$ -	\$ 237,893.84

Schedule of Health Benefits - Detailed Cost Analysis

Carlstadt Sewerage Authority

For the Period: January 01, 2023 to December 31, 2023

If no health benefits, check this box: ☐

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost								
Single Coverage								
Parent & Child								
Employee & Spouse (or Partner)	1	6,033.00	6,033.00	1	36,372.00	36,372.00	(30,339.00)	-83.4%
Family	1	36,077.00	36,077.00			-	36,077.00	
Employee Cost Sharing Contribution (enter as negative -)			(2,039.00)			(1,752.00)	(287.00)	16.4%
Subtotal	2		40,071.00	1		34,620.00	5,451.00	15.7%
Commissioners - Health Benefits - Annual Cost								
Single Coverage								
Parent & Child								
Employee & Spouse (or Partner)								
Family								
Employee Cost Sharing Contribution (enter as negative -)								
Subtotal								
Retirees - Health Benefits - Annual Cost								
Single Coverage								
Parent & Child								
Employee & Spouse (or Partner)	1	30,315.00	30,315.00				30,315.00	
Family								
Employee Cost Sharing Contribution (enter as negative -)			(1,456.00)				(1,456.00)	
Subtotal	1		28,859.00			-	28,859.00	
GRAND TOTAL	3		68,930.00	1		34,620.00	34,310.00	99.1%

Is medical coverage provided by the SHBP (Yes or No)?
Is prescription drug coverage provided by the SHBP (Yes or No)?

No
No

For the Period: January 01, 2023 to December 31, 2023

☐ If no accumulated absences, check this box:

If no accumulated absences, check this box: ☐

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences per Most Recent Audit	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Total liability for accumulated compensated absences at per most recent audit (this page only)		\$ -			

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

	Total liability for accumulated compensated absences at per most recent audit (this page only)	\$
-		-

☒ If no shared services, check this box:
Enter the shared services agreement(s) that the Authority currently engages in and identify the amount that is received/paid for these services.

[illegible]

**2023 AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

Carlstadt Sewerage Authority
For the Period: January 01, 2023 to December 31, 2023

	FY 2023 Proposed Budget						FY 2022 Adopted Budget	Total All Operations	All Operations	All Operations	% Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Sewer	N/A	N/A	N/A	N/A	N/A							Total All Operations
REVENUES													
Total Operating Revenues	\$ 1,351,724	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,351,724	\$ -	1,264,263	\$ 87,461	6.9%		
Total Non-Operating Revenues	4,700	-	-	-	-	-	4,700	-	1,500	3,200	213.3%		
Total Anticipated Revenues	1,356,424	-	-	-	-	-	1,356,424	-	1,265,763	90,661	7.2%		
APPROPRIATIONS													
Total Administration	427,516	-	-	-	-	-	427,516	-	407,905	19,611	4.8%		
Total Cost of Providing Services	928,908	-	-	-	-	-	928,908	-	887,401	41,507	4.7%		
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
Total Operating Appropriations	1,356,424	-	-	-	-	-	1,356,424	-	1,295,306	61,118	4.7%		
Total Interest Payments on Debt	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
Total Non-Operating Appropriations	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
Accumulated Deficit	-	-	-	-	-	-	-	-	-	-	#DIV/0!		
Total Appropriations and Accumulated Deficit	1,356,424	-	-	-	-	-	1,356,424	-	1,295,306	61,118	4.7%		
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-	29,543	(29,543)	-100.0%		
Net Total Appropriations	1,356,424	-	-	-	-	-	1,356,424	-	1,265,763	90,661	7.2%		
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!		

Revenue Schedule

Carlstadt Sewerage Authority
For the Period: January 01, 2023 to December 31, 2023

FY 2023 Proposed Budget							FY 2022 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Sewer	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING REVENUES									
<i>Service Charges</i>									
Residential						\$ -	\$ -	\$ -	#DIV/0!
Business/Commercial						-	-	-	#DIV/0!
Industrial	1,351,724					1,351,724	1,264,263	87,461	6.9%
Intergovernmental						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
Total Service Charges	1,351,724	-	-	-	-	1,351,724	1,264,263	87,461	6.9%
<i>Connection Fees</i>									
Residential						-	-	-	#DIV/0!
Business/Commercial						-	-	-	#DIV/0!
Industrial						-	-	-	#DIV/0!
Intergovernmental						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
Total Connection Fees	-	-	-	-	-	-	-	-	#DIV/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>									
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
Total Other Revenue	-	-	-	-	-	-	-	-	#DIV/0!
Total Operating Revenues	1,351,724	-	-	-	-	1,351,724	1,264,263	87,461	6.9%
NON-OPERATING REVENUES									
<i>Other Non-Operating Revenues (List)</i>									
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	-	#DIV/0!
<i>Interest on Investments & Deposits (List)</i>									
Interest Earned	4,700					4,700	1,500	3,200	213.3%
Penalties						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
Total Interest	4,700	-	-	-	-	4,700	1,500	3,200	213.3%
Total Non-Operating Revenues	4,700	-	-	-	-	4,700	1,500	3,200	213.3%
TOTAL ANTICIPATED REVENUES	\$ 1,356,424	\$ -	\$ -	\$ -	\$ -	\$ 1,356,424	\$ 1,265,763	\$ 90,661	7.2%

Carlstadt Sewerage Authority

F-3

Appropriations Schedule

Carlstadt Sewerage Authority
For the Period: January 01, 2023 to December 31, 2023

	FY 2023 Proposed Budget						FY 2022	\$ Increase	% Increase
	Sewer	N/A	N/A	N/A	N/A	N/A	Adopted Budget	(Decrease)	(Decrease)
						Total All Operations	Total All Operations	Proposed vs. Adopted	Proposed vs. Adopted
OPERATING APPROPRIATIONS									
<i>Administration - Personnel</i>									
Salary & Wages	\$ 187,790					\$ 187,790	\$ 198,540	\$ (10,750)	-5.4%
Fringe Benefits	100,326					100,326	70,494	29,832	42.3%
Total Administration - Personnel	288,116	-	-	-	-	288,116	269,034	19,082	7.1%
<i>Administration - Other (List)</i>									
Admin, Conferences, Registration & Dues	2,000					2,000	5,983	(3,983)	-66.6%
Professional Fees	80,800					80,800	81,600	(800)	-1.0%
Office, Rent & Auto Allowance	44,100					44,100	39,788	4,312	10.8%
Insurance & Bond Premium	12,500					12,500	11,500	1,000	8.7%
Miscellaneous Administration*									#DIV/0!
Total Administration - Other	139,400	-	-	-	-	139,400	138,871	529	0.4%
Total Administration	427,516	-	-	-	-	427,516	407,905	19,611	4.8%
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages	21,420					21,420	21,420	-	0.0%
Fringe Benefits	11,442					11,442	7,605	3,837	50.5%
Total COPS - Personnel	32,862	-	-	-	-	32,862	29,025	3,837	13.2%
<i>Cost of Providing Services - Other (List)</i>									
Repairs, Parts, Supplies & Maintenance	40,000					40,000	40,000	-	0.0%
Power & Water	14,300					14,300	12,000	2,300	19.2%
BCUA Charges	841,746					841,746	806,376	35,370	4.4%
Miscellaneous COPS*									#DIV/0!
Total COPS - Other	896,046	-	-	-	-	896,046	858,376	37,670	4.4%
Total Cost of Providing Services	928,908	-	-	-	-	928,908	887,401	41,507	4.7%
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-	-	#DIV/0!
Total Operating Appropriations	1,356,424	-	-	-	-	1,356,424	1,295,306	61,118	4.7%
NON-OPERATING APPROPRIATIONS									
Total Interest Payments on Debt	-	-	-	-	-	-	-	-	#DIV/0!
Operations & Maintenance Reserve									#DIV/0!
Renewal & Replacement Reserve									#DIV/0!
Municipality/County Appropriation									#DIV/0!
Other Reserves									#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS	1,356,424	-	-	-	-	1,356,424	1,295,306	61,118	4.7%
ACCUMULATED DEFICIT									#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,356,424	-	-	-	-	1,356,424	1,295,306	61,118	4.7%
UNRESTRICTED NET POSITION UTILIZED									
Municipality/County Appropriation	-	-	-	-	-	-	-	-	#DIV/0!
Other							29,543	(29,543)	-100.0%
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	29,543	(29,543)	-100.0%
TOTAL NET APPROPRIATIONS	\$ 1,356,424	\$ -	\$ -	\$ -	\$ -	\$ 1,356,424	\$ 1,265,763	\$ 90,661	7.2%

* 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 \$ 67,821.20 \$ - \$ - \$ - \$ - \$ - \$ 67,821.20

Prior Year Adopted Appropriations Schedule

Carlstadt Sewerage Authority

FY 2022 Adopted Budget						
	Sewer	N/A	N/A	N/A	N/A	Total All Operations
OPERATING APPROPRIATIONS						
<i>Administration - Personnel</i>						
Salary & Wages	\$ 198,540					\$ 198,540
Fringe Benefits	70,494					70,494
Total Administration - Personnel	269,034	-	-	-	-	269,034
<i>Administration - Other (List)</i>						
Admin, Conferences, Registration & Dues	5,983					5,983
Professional Fees	81,600					81,600
Office, Rent & Auto Allowance	39,788					39,788
Insurance & Bond Premium	11,500					11,500
Miscellaneous Administration*						-
Total Administration - Other	138,871	-	-	-	-	138,871
Total Administration	407,905	-	-	-	-	407,905
<i>Cost of Providing Services - Personnel</i>						
Salary & Wages	21,420					21,420
Fringe Benefits	7,605					7,605
Total COPS - Personnel	29,025	-	-	-	-	29,025
<i>Cost of Providing Services - Other (List)</i>						
Repairs, Parts, Supplies & Maintenance	40,000					40,000
Power & Water	12,000					12,000
BCUA Charges	806,376					806,376
Miscellaneous COPS*						-
Total COPS - Other	858,376	-	-	-	-	858,376
Total Cost of Providing Services	887,401	-	-	-	-	887,401
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-
Total Operating Appropriations	1,295,306	-	-	-	-	1,295,306
NON-OPERATING APPROPRIATIONS						
Total Interest Payments on Debt	-	-	-	-	-	-
Operations & Maintenance Reserve						-
Renewal & Replacement Reserve						-
Municipality/County Appropriation						-
Other Reserves						-
Total Non-Operating Appropriations	-	-	-	-	-	-
TOTAL APPROPRIATIONS	1,295,306	-	-	-	-	1,295,306
ACCUMULATED DEFICIT						-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,295,306	-	-	-	-	1,295,306
UNRESTRICTED NET POSITION UTILIZED						
Municipality/County Appropriation	-	-	-	-	-	-
Other	29,543					29,543
Total Unrestricted Net Position Utilized	29,543	-	-	-	-	29,543
TOTAL NET APPROPRIATIONS	\$ 1,265,763	\$ -	\$ -	\$ -	\$ -	\$ 1,265,763

* 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 \$ 64,765.30 \$ - \$ - \$ - \$ - \$ - \$ 64,765.30

PRIOR YEAR ADOPTED APPROPRIATIONS
APPROPRIATION DETAIL PAGE

Carlstadt Sewerage Authority

FY 2022 Adopted Budget

Use the space below to provide further detail of any Appropriations listed on "F-5 Appropriations (PY Adopted)"

[illegible]

Debt Service Schedule - Principal

Carlstadt Sewerage Authority

If Authority has no debt, check this box: ☒

		Fiscal Year Ending in							Total Principal Outstanding
		2024	2025	2026	2027	2028	Thereafter		
Sewer								\$	
	Total Principal								
N/A									
	Total Principal								
N/A									
	Total Principal								
N/A									
	Total Principal								
N/A									
	Total Principal								
N/A									
	Total Principal								
TOTAL PRINCIPAL ALL OPERATIONS		\$	\$	\$	\$	\$	\$	\$	

Indicate the Authority's most recent bond rating and the year of the rating by ratings service.	
	Standard & Poors
	Fitch
	Moody's
Bond Rating	
Year of Last Rating	

Carlstadt Sewerage Authority

[illegible]

Net Position Reconciliation

Carlstadt Sewerage Authority

For the Period: January 01, 2023 to December 31, 2023

FY 2023 Proposed Budget

	Sewer	N/A	N/A	N/A	N/A	N/A	N/A	Total All Operations
TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)	\$ 1,903,328							\$ 1,903,328
Less: Invested in Capital Assets, Net of Related Debt (1)	783,224							783,224
Less: Restricted for Debt Service Reserve (1)								-
Less: Other Restricted Net Position (1)	1,521							1,521
Total Unrestricted Net Position (1)	1,118,583	-	-	-	-	-	-	1,118,583
Less: Designated for Non-Operating Improvements & Repairs								-
Less: Designated for Rate Stabilization								-
Less: Other Designated by Resolution	300,000							300,000
Plus: Accrued Unfunded Pension Liability (1)	545,071							545,071
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)								-
Plus: Estimated Income (Loss) on Current Year Operations (2)								-
Plus: Other Adjustments (attach schedule)								-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	1,363,654	-	-	-	-	-	-	1,363,654
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	-	-	-	-	-	-	-	-
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR								
Last issued Audit Report (4)	\$ 1,363,654	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,363,654

(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

\$ 67,821 \$ - \$ - \$ - \$ - \$ - \$ - \$ 67,821

(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.

2023

Carlstadt Sewerage Authority

(Authority Name)

2023 AUTHORITY CAPITAL BUDGET/PROGRAM

2023 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Carlstadt Sewerage Authority

(Authority Name)

Fiscal Year: January 01, 2023 to December 31, 2023

Check the box for the applicable statement below:

☐ 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, of governing body of the Carlstadt Sewerage Authority, on October 25, 2022.

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

Officer's Signature:	bcurreri@csauthority.org
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

2023 CAPITAL BUDGET/PROGRAM MESSAGE

Carlstadt Sewerage Authority

Fiscal Year: January 01, 2023 to December 31, 2023

Answer all questions below using the space provided.

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 (this may include the governing body or certain officials, such as planning boards, Construction Code Officials) as to these projects?

No

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

No

No

No

3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?

Yes

4. If amounts are on Page CB-3 in the column Debt Authorizations, indicate the primary source of funding the debt service for the Debt Authorizations (example - rate increase).

Not applicable.

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

Proposed Capital Budget

Carlstadt Sewerage Authority
For the Period: January 01, 2023 to December 31, 2023

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Sewer</i>						
None	\$ -					
Total	-	-	-	-	-	-
<i>N/A</i>						
	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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 01, 2023 to December 31, 2023

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2023	2024	2025	2026	2027	2028
<i>Sewer</i>							
None	\$ -	\$ -					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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 01, 2023 to December 31, 2023

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Sewer						
None	\$ -					
Total	-	-	-	-	-	-
N/A						
	-					
Total	-	-	-	-	-	-
N/A						
	-					
Total	-	-	-	-	-	-
N/A						
	-					
Total	-	-	-	-	-	-
N/A						
	-					
Total	-	-	-	-	-	-
N/A						
	-					
Total	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ -					
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.

Annual List of Change Orders Approved
Pursuant to N.J.A.C. 5:30-11

Contracting Unit: _____ Year Ending: _____ December 31, 2021

Carlstadt Sewerage Authority

The following is a complete list of all change orders which caused the originally awarded contract price to be exceeded by more than 20 percent. For regulatory details please consult N.J.A.C. 5:30-11.1 et seq. Please identify each change order by name of the project.

--

For each change order listed above, submit with introduced budget a copy of the governing body resolution authorizing the change order and an Affidavit of Publication for the newspaper notice required by N.J.A.C. 5:30-11.9(d). (Affidavit must include a copy of the newspaper notice.)

If you have not had a change order exceeding the 20 percent threshold for the year indicated above, please check here ☒ and certify below.

bcurren@csauthority.org
Clerk/Secretary to the Governing Body

12/12/2022
Date

Appendix to Budget Document