

Fiscal Year

Start Year

2023

—

End Year

2024

Authority Budget of:
Pequannock-Lincoln Park-Fairfield Sewerage Authority

State Filing Year

2024

For the Period: ***December 1, 2023*** ***to*** ***November 30, 2024***

tbsa.net

Authority Web Address



Division of Local Government Services

**2024 AUTHORITY BUDGET
CERTIFICATION SECTION**

FISCAL YEAR 2024

Pequannock-Lincoln Park-Fairfield Sewerage Authority

AUTHORITY BUDGET

FISCAL YEAR: December 01, 2023 to November 30, 2024

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Pamela D. Cvet CPA, RMA Date: 11/29/2023

2024 PREPARER'S CERTIFICATION

Pequannock-Lincoln Park-Fairfield Sewerage Authority

AUTHORITY BUDGET

FISCAL YEAR: December 01, 2023 to November 30, 2024

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:	knapolitano@tbsa.net
Name:	Karen Napolitano
Title:	CFO
Address:	PO Box 188 Lincoln Park, NJ 07035
Phone Number:	973-696-4494
Fax Number:	973-305-1764
E-mail Address:	knapolitano@tbsa.net

AUTHORITY INTERNET WEBSITE CERTIFICATION

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

- ☒ A description of the Authority's mission and responsibilities.
- ☒ 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:	Thomas Bongiovanni
Title of Officer Certifying Compliance:	Executive Director
Signature:	tbongiovanni@tbsa.net

2024 APPROVAL CERTIFICATION

Pequannock-Lincoln Park-Fairfield Sewerage Authority

AUTHORITY BUDGET

FISCAL YEAR: December 01, 2023 to November 30, 2024

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 Pequannock-Lincoln Park-Fairfield Sewerage Authority, at an open public meeting held pursuant to on September 13, 2023.

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:	tbongiovanni@tbsa.net
Name:	Thomas Bongiovanni
Title:	Executive Director
Address:	PO Box 188 Lincoln Park, NJ 07035
Phone Number:	973-696-4494
Fax Number:	973-305-1764
E-mail Address:	tbongiovanni@tbsa.net

2024 AUTHORITY BUDGET RESOLUTION

Pequannock-Lincoln Park-Fairfield Sewerage Authority

FISCAL YEAR: December 01, 2023 to November 30, 2024

WHEREAS, the Annual Budget for Pequannock-Lincoln Park-Fairfield Sewerage Authority for the fiscal year beginning December 01, 2023 and ending November 30, 2024 has been presented before the governing body of the Pequannock-Lincoln Park-Fairfield Sewerage Authority at its open public meeting of September 13, 2023; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$12,791,101.00, Total Appropriations including any Accumulated Deficit, if any, of \$12,791,101.00, 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 \$4,845,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$2,837,195.00; 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 Pequannock-Lincoln Park-Fairfield Sewerage Authority, at an open meeting held on September 13, 2023 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Pequannock-Lincoln Park-Fairfield Sewerage Authority for the fiscal year beginning December 01, 2023 and ending November 30, 2024, i

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 Pequannock-Lincoln Park-Fairfield Sewerage Authority will consider the A Budget and Capital Budget/Program for Adoption on November 07, 2023.

knapolitano@tbsa.net

(Secretary's Signature)

9/13/2023

(Date)

Governing Body Recorded Vote

[illegible]

2024 ADOPTION CERTIFICATION

Pequannock-Lincoln Park-Fairfield Sewerage Authority

AUTHORITY BUDGET

FISCAL YEAR: December 01, 2023 to November 30, 2024

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 Pequannock-Lincoln Park-Fairfield Sewerage Authority, pursuant on November 07, 2023.

Officer's Signature:	tbongiovanni@tbsa.net		
Name:	Thomas Bongiovanni		
Title:	Executive Director		
Address:	PO Box 188 Lincoln Park, NJ 07035		
Phone Number:	973-696-4494	Fax:	973-305-1764
E-mail address:	tbongiovanni@tbsa.net		

2024 ADOPTED BUDGET RESOLUTION

Pequannock-Lincoln Park-Fairfield Sewerage Authority

FISCAL YEAR: December 01, 2023 to November 30, 2024

WHEREAS, the Annual Budget and Capital Budget/Program for the Pequannock-Lincoln Park-Fairfield Sewerage Authority for the beginning December 01, 2023 and ending November 30, 2024 has been presented for adoption before the governing body of the Pequannock-Lincoln Park-Fairfield Sewerage Authority at its open public meeting of November 7, 2023; 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 \$12,791,101.00, Total Appropriations, including any Accumulated Deficit, if any, of \$12,791,101.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$4,845,000.00 and Total Unrestricted Net Position Utilized of \$2,837,195.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Pequannock-Lincoln Park-Fairfield Sewerage Authority at an open meeting held on November 7, 2023 that the Annual Budget and Capital Budget/Program of the Pequannock-Lincoln Park-Fairfield Sewer for the fiscal year beginning December 01, 2023 and ending November 30, 2024 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.

knapolitano@tbsa.net

(Secretary's Signature)

11/7/2023

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
David Kohle	X			
David Runfeldt				X
Jerry Notte				X
Raymond Verdonik	X			
Arthur Schmidt	X			
Thomas Boorady	X			
Anthony Campisi				X
Robert Voorman	X			

**2024 AUTHORITY BUDGET
NARRATIVE AND INFORMATION SECTION**

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Pequannock-Lincoln Park-Fairfield Sewerage Authority

FISCAL YEAR: December 01, 2023 to November 30, 2024

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 2024 proposed Annual Budget and make comparison to the Fiscal Year 2023 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.

Total anticipated revenues are up 6.0% over the 2022-2023 adopted budget, due primarily to increases in proposed appropriations addressed below. Interest revenue is up by 1300% due to a significant increase in interest rates. Excluding Unrestricted Net Position Utilized, overall expenses are up by \$454,804 or 3.7%. Total Administration appropriations are up 4.6%. Benefits are up by 13.4% over last year due to plan changes and anticipated rate increases. Operations Benefits are up as well due to the addition of a lab position and the anticipated rate increases. The proposed cost of energy has decreased by \$344,900, or 20.3% due to a significant drop in the cost of electricity. Total Operating Appropriations have decreased by 0.5%. The 11.3% decrease in interest on debt service is based on the NJ IBank schedules. The annual appropriation for the Capital Reserve was eliminated for the 2022-23 budget year in order to partially offset the large increases in expenses. We have proposed contributing \$500,000 for this budget 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 economy is continuing to be impacted by a higher than normal rate of inflation, but decreases in the cost of electricity have partially offset these increases.

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.

Net position is being utilized in the capital budget. The Authority reserves funds each year through the operating budget for Renewal and Replacement items. This Renewal and Replacement Reserve is being used in 2024 to fund pumpstations, pipeline, and treatment plant projects identified in the Capital Budget.

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Pequannock-Lincoln Park-Fairfield Sewerage Authority

FISCAL YEAR: December 01, 2023 to November 30, 2024

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.)

N/A

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.

N/A

(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?

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Pequannock-Lincoln Park-Fairfield Sewerage Authority

FISCAL YEAR: December 01, 2023 to November 30, 2024

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**").

N/A

AUTHORITY CONTACT INFORMATION

FISCAL YEAR 2024

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

Name of Authority:	Pequannock-Lincoln Park-Fairfield Sewerage Authority		
Federal ID Number:	22-1930339		
Address:	PO Box 188		
City, State, Zip:	Lincoln Park	NJ	07035
Phone: (ext.)	973-696-4494	Fax:	973-305-1764

Preparer's Name:	Karen Napolitano		
Preparer's Address:	PO Box 188		
City, State, Zip:	Lincoln Park	NJ	07035
Phone: (ext.)	973-696-4494	Fax:	973-305-1764
E-mail:	knapolitano@tbsa.net		

Chief Executive Officer*	Thomas Bongiovanni		
<i>*Or person who performs these functions under another title.</i>			
Phone: (ext.)	973-696-4494	Fax:	973-305-1764
E-mail:	tbongiovanni@tbsa.net		

Chief Financial Officer*	Karen Napolitano		
<i>*Or person who performs these functions under another title.</i>			
Phone: (ext.)	973-696-4494	Fax:	973-305-1764
E-mail:	knapolitano@tbsa.net		

Name of Auditor:	Paul Cuva, CPA, RMA		
Name of Firm:	Wielkotz & Company		
Address:	401 Wanaque Ave.		
City, State, Zip:	Pompton Plains	NJ	07442
Phone: (ext.)	973-835-7900 (x209)	Fax:	973-835-6631
E-mail:	paul.cuva@optimum.net		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

Pequannock-Lincoln Park-Fairfield Sewerage Authority

FISCAL YEAR: December 01, 2023 to November 30, 2024

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

40

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:

\$ 2,235,927.31

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

8

(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?

Yes

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)

Pequannock-Lincoln Park-Fairfield Sewerage Authority

FISCAL YEAR: December 01, 2023 to November 30, 2024

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

Yes

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?

Yes

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)

Pequannock-Lincoln Park-Fairfield Sewerage Authority

FISCAL YEAR: December 01, 2023 to November 30, 2024

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.)?

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)

Pequannock-Lincoln Park-Fairfield Sewerage Authority

FISCAL YEAR: December 01, 2023 to November 30, 2024

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

Question # 9

An Annual Wage and Salary Guide is prepared each year and approved by the Board. All increases in base pay are subject to review and approval by the Board. Salary surveys are used to help determine compensation for comparable positions in similar facilities. Annual increases in pay (excluding promotions) are generally consistent with written employment contracts unless impacted by extraordinary economic circumstances. Board Member compensation is set by local municipal ordinances and must be approved unanimously.

Question #10

Date	Name	Description	Amount
12/14/22	Frank's Pizza	Board Meeting	114.34
12/9/23	Maggie's Town Tavern	Employee Holiday Lunch	929.72
1/11/23	Frank's Pizza	Board Meeting	114.85
2/8/23	Frank's Pizza	Board Meeting	114.85
3/8/23	Frank's Pizza	Board Meeting	114.85
1/26/23	Rare The Steak House	Board Holiday Dinner	1,780.00
4/12/23	Frank's Pizza	Board Meeting	114.85
4/20/23	Jersey Mike's	Management Meeting	98.49
3/8/23	Shop Rite	Board Meeting	22.37
5/17/23	Frank's Pizza	Board Meeting	114.85
6/17/23	Frank's Pizza	Board Meeting	114.85
6/16/23	Maggie's Town Tavern	J DeBonte Retirement Lunch	682.25
6/16/23	Shop Rite	J DeBonte Retirement Lunch	47.20
3/22/23	Jersey Mike's	Energy Meeting	59.50
5/28/23	Empire Diner	A Nix Farewell Breakfast	412.86

Question #11

Date	Name	Description	Amount
3/28/23	Nicholas Stein	Attend NJWEA Workshop	\$ 146.30
3/27-28/23	Ernest DeGraw	Attend NJWEA Workshop	308.07
3/27-28/23	Patrick Tuohey	Attend NJWEA Workshop	90.61
3/27, 3/30/23	Jason Tillery	Attend NJWEA Workshop	258.46
5/8-11/23	Thomas Bongiovanni	Attend NJWEA Conference	761.01
5/8-11/23	Ernest DeGraw	Attend NJWEA Conference	990.16
5/8-11/23	Patrick Tuohey	Attend NJWEA Conference	778.84
5/9-10/23	Nicholas Stein	Attend NJWEA Conference	551.17
5/8-11/23	Jason Tillery	Attend NJWEA Conference	706.86
5/9-11/23	Joseph Gibson	Attend NJWEA Conference	320.52

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

Pequannock-Lincoln Park-Fairfield Sewerage Authority

FISCAL YEAR: December 01, 2023 to November 30, 2024

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.

Pequannock-Lincoln Park-Fairfield Sewerage Authority
For the Period December 01, 2023 to November 30, 2024

	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
				Commissioner	Key Employee Officer	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)		
1	Robert Voorman	Member	3	X				\$ 3,700.00				\$ 3,700.00
2	Arthur Schmidt	Member	2	X				\$ 3,000.00				\$ 3,000.00
3	Jerry Notte	Secretary	2	X	X			\$ 3,000.00				\$ 3,000.00
4	David Runfeldt	Vice Chairman	10	X	X			\$ 3,000.00				\$ 3,000.00
5	Raymond Verdonik	Treasurer	2	X	X			\$ 3,000.00				\$ 3,000.00
6	David Kohle	Chairman	2	X	X			\$ 3,000.00				\$ 3,000.00
7	Anthony Campisi	Member	4	X				\$ 3,000.00				\$ 3,000.00
8	Thomas Boorady	Member	2	X				\$ 3,000.00				\$ 3,000.00
9	Thomas Bongiovanni	Executive Director	45		X			\$ 170,887.00			\$ 27,576.00	\$ 198,463.00
10	Ernest DeGraw	Superintendent	45			X		\$ 172,133.00			\$ 19,619.00	\$ 191,752.00
11	Nicholas Stein	Maint Supervisor	45			X		\$ 124,803.00			\$ 19,619.00	\$ 144,422.00
12	Joseph Gibson	Chief Operator	45			X		\$ 123,920.00			\$ 10,239.00	\$ 134,159.00
13	Patrick Tuohey	Computer Tech	45			X		\$ 109,319.00			\$ 19,619.00	\$ 128,938.00
14	Jason Tillery	Lab Manager	45			X		\$ 106,978.00			\$ 9,874.00	\$ 116,852.00
15												\$ -
16												\$ -
17												\$ -
18												\$ -
19												\$ -
20												\$ -
21												\$ -
22												\$ -
23												\$ -
24												\$ -
25												\$ -
26												\$ -
27												\$ -
28												\$ -
29												\$ -
30												\$ -
31												\$ -
32												\$ -
33												\$ -
34												\$ -
35												\$ -
Total:								\$ 832,740.00	\$ -	\$ -	\$ 106,546.00	\$ 939,286.00

Schedule of Health Benefits - Detailed Cost Analysis

Pequannock-Lincoln Park-Fairfield Sewerage Authority

For the Period: December 01, 2023 to November 30, 2024

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	11	16,474.00	181,214.00	10	14,325.00	143,250.00	37,964.00	26.5%
Parent & Child	1	29,488.00	29,488.00	1	25,642.00	25,642.00	3,846.00	15.0%
Employee & Spouse (or Partner)	12	32,948.00	395,376.00	10	28,650.00	286,500.00	108,876.00	38.0%
Family	8	45,962.00	367,696.00	7	39,967.00	279,769.00	87,927.00	31.4%
Employee Cost Sharing Contribution (enter as negative -)			(194,755.00)			(147,032.00)	(47,723.00)	32.5%
Subtotal	32		779,019.00	28		588,129.00	190,890.00	32.5%
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	2	8,400.00	16,800.00	2	8,400.00	16,800.00	-	
Parent & Child	1	8,400.00	8,400.00	1	8,400.00	8,400.00	-	
Employee & Spouse (or Partner)	3	8,400.00	25,200.00	2	8,400.00	16,800.00	8,400.00	50.0%
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative -)							-	
Subtotal	6		50,400.00	5		42,000.00	8,400.00	20.0%
GRAND TOTAL	38		829,419.00	33		630,129.00	199,290.00	31.6%

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

Pequannock-Lincoln Park-Fairfield Sewerage Authority
For the Period: December 01, 2023 to November 30, 2024

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

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
Ernest DeGraw	350.5	\$ 52,160.28		X	
Diane Tresca	9.5	\$ 2,466.20		X	
Karen Napolitano	81.5	\$ 8,880.65		X	
Lorraine Ciampa	34	\$ 3,936.60		X	
Thomas Bongiovanni	55	\$ 18,972.25			X
Brian Carey	24.5	\$ 3,064.74		X	
Jason Tillery	179	\$ 33,087.20		X	
Julia Skowronsky	3.5	\$ 423.08	X		
Nicholas Stein	211.5	\$ 33,850.02		X	
Richard Walter	32	\$ 10,985.89		X	
Roger Schuch	192	\$ 17,152.64	X		
Joseph Selvaggi	25.5	\$ 4,060.40	X		
Hector Cadavid	15	\$ 3,104.63	X		
Michael A. Nix	54.5	\$ 4,098.11	X		
Gregory Daly	117	\$ 18,536.19		x	
Gerald DeBonte	151.5	\$ 16,746.19	x		
Joseph Gibson	155.5	\$ 34,819.53		x	
Patrick Tuohey	216	\$ 32,410.63		x	
Total liability for accumulated compensated absences at per most recent audit (this page only)		\$ 298,755.23			

Pequannock-Lincoln Park-Fairfield Sewerage Authority
For the Period: December 01, 2023 to November 30, 2024

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

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
Richard Eickhoff	210.5	\$ 19,120.09		X	
Robert Villanova	197	\$ 10,512.72	X		
Leonardo Menna	207	\$ 18,126.90	X		
Tyler Mrocka	49.5	\$ 2,145.15	X		
Paul Fertek	36	\$ 3,431.20	X		
Matthew Cheringal	21.5	\$ 2,397.00	X		
Evan Napolitano	11	\$ 1,060.08	X		
Collin Hernandez	2.5	\$ 161.54	X		

Total liability for accumulated compensated absences at per most recent audit (this page only) \$ 56,954.68

Pequannock-Lincoln Park-Fairfield Sewerage Authority

For the Period: December 01, 2023 to November 30, 2024

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

[illegible]

Total liability for accumulated compensated absences at per most recent audit (all pages)

\$ 355,709.91

For the Period: December 01, 2023 to November 30, 2024

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

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**2024 AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

Pequannock-Lincoln Park-Fairfield Sewerage Authority
For the Period: December 01, 2023 to November 30, 2024

	FY 2024 Proposed Budget						FY 2023 Adopted Budget	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
	Operation #1	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations All Operations
REVENUES									
Total Operating Revenues	\$ 12,511,101	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,511,101	\$ 12,042,551	\$ 468,550 3.9%
Total Non-Operating Revenues	280,000	-	-	-	-	-	280,000	20,000	260,000 1300.0%
Total Anticipated Revenues	12,791,101	-	-	-	-	-	12,791,101	12,062,551	728,550 6.0%
APPROPRIATIONS									
Total Administration	943,600	-	-	-	-	-	943,600	901,920	41,680 4.6%
Total Cost of Providing Services	7,732,940	-	-	-	-	-	7,732,940	7,824,020	(91,080) -1.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,955,187	-	-	-	-	-	1,955,187	1,959,239	(4,052) -0.2%
Total Operating Appropriations	10,631,727	-	-	-	-	-	10,631,727	10,685,179	(53,452) -0.5%
Total Interest Payments on Debt	256,569	-	-	-	-	-	256,569	289,172	(32,603) -11.3%
Total Other Non-Operating Appropriations	1,902,805	-	-	-	-	-	1,902,805	1,361,946	540,859 39.7%
Total Non-Operating Appropriations	2,159,374	-	-	-	-	-	2,159,374	1,651,118	508,256 30.8%
Accumulated Deficit	-	-	-	-	-	-	-	-	- #DIV/0!
Total Appropriations and Accumulated Deficit	12,791,101	-	-	-	-	-	12,791,101	12,336,297	454,804 3.7%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	273,746	(273,746) -100.0%
Net Total Appropriations	12,791,101	-	-	-	-	-	12,791,101	12,062,551	728,550 6.0%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ - #DIV/0!

Revenue Schedule

Pequannock-Lincoln Park-Fairfield Sewerage Authority
For the Period: December 01, 2023 to November 30, 2024

<i>FY 2024 Proposed Budget</i>							<i>FY 2023</i>	<i>\$ Increase</i>	<i>% Increase</i>
							<i>Adopted</i>	<i>(Decrease)</i>	<i>(Decrease)</i>
							<i>Budget</i>	<i>Proposed vs.</i>	<i>Proposed vs.</i>
								<i>Adopted</i>	<i>Adopted</i>
							<i>Total All</i>	<i>All Operations</i>	<i>All Operations</i>
							<i>Operations</i>		
Operation #1	N/A	N/A	N/A	N/A	N/A	Total All Operations			
OPERATING REVENUES									
<i>Service Charges</i>									
Residential						\$ -	\$ -	\$ -	#DIV/0!
Business/Commercial						-	-	-	#DIV/0!
Industrial						-	-	-	#DIV/0!
Intergovernmental	12,466,601					12,466,601	11,998,051	468,550	3.9%
Other						-	-	-	#DIV/0!
Total Service Charges	12,466,601	-	-	-	-	12,466,601	11,998,051	468,550	3.9%
<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>									
Miscellaneous	500					500	500	-	0.0%
Industrial Permits	44,000					44,000	44,000	-	0.0%
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
Total Other Revenue	44,500	-	-	-	-	44,500	44,500	-	0.0%
Total Operating Revenues	12,511,101	-	-	-	-	12,511,101	12,042,551	468,550	3.9%
NON-OPERATING REVENUES									
<i>Other Non-Operating Revenues (List)</i>									
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
						-	-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	-	#DIV/0!
<i>Interest on Investments & Deposits (List)</i>									
Interest Earned	280,000					280,000	20,000	260,000	1300.0%
Penalties						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
Total Interest	280,000	-	-	-	-	280,000	20,000	260,000	1300.0%
Total Non-Operating Revenues	280,000	-	-	-	-	280,000	20,000	260,000	1300.0%
TOTAL ANTICIPATED REVENUES	\$ 12,791,101	\$ -	\$ -	\$ -	\$ -	\$ 12,791,101	\$ 12,062,551	\$ 728,550	6.0%

Pequannock-Lincoln Park-Fairfield Sewerage Authority

OPERATING REVENUES

Residential
Business/Commercial
Industrial
Intergovernmental
Other
Total Service Charges

Operation #1	N/A	N/A	N/A	N/A	N/A	Total All Operations
11,998,051						\$ -
						-
						-
						11,998,051
						-
11,998,051	-	-	-	-	-	11,998,051

Residential
Business/Commercial
Industrial
Intergovernmental
Other
Total Connection Fees

Meters
Permits
Fines/Penalties
Other
Total Parking Fees

[illegible]

Miscellaneous	500						500
Industrial Permits	44,000						44,000
							-
							-
							-
							-
							-
							-
							-
Total Other Revenue	44,500	-	-	-	-	-	44,500
Total Operating Revenues	12,042,551	-	-	-	-	-	12,042,551

Other Non-Operating Revenues (List)

Other Non-Operating Revenues	-	-	-	-	-	-
------------------------------	---	---	---	---	---	---

Interest Earned	20,000						20,000
Penalties							-
Other							-
Total Interest	20,000	-	-	-	-	-	20,000
Total Non-Operating Revenues	20,000	-	-	-	-	-	20,000

TOTAL ANTICIPATED REVENUES

\$	12,062,551	\$	-	\$	-	\$	-	\$	-	\$	-	\$	12,062,551
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Appropriations Schedule

Pequanock-Lincoln Park-Fairfield Sewerage Authority
For the Period: December 01, 2023 to November 30, 2024

	FY 2024 Proposed Budget						FY 2023 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Operation #1	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations
OPERATING APPROPRIATIONS									
<i>Administration - Personnel</i>									
Salary & Wages	\$ 440,350						\$ 440,350	\$ 419,120	\$ 21,230 5.1%
Fringe Benefits	291,050						291,050	256,600	34,450 13.4%
Total Administration - Personnel	731,400	-	-	-	-	-	731,400	675,720	55,680 8.2%
<i>Administration - Other (List)</i>									
Financial Svc, Professional & Office Exp	212,200						212,200	226,200	(14,000) -6.2%
							-	-	#DIV/0!
							-	-	#DIV/0!
							-	-	#DIV/0!
Miscellaneous Administration*							-	-	#DIV/0!
Total Administration - Other	212,200	-	-	-	-	-	212,200	226,200	(14,000) -6.2%
Total Administration	943,600	-	-	-	-	-	943,600	901,920	41,680 4.6%
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages	2,520,340						2,520,340	2,417,920	102,420 4.2%
Fringe Benefits	1,185,000						1,185,000	1,063,700	121,300 11.4%
Total COPS - Personnel	3,705,340	-	-	-	-	-	3,705,340	3,481,620	223,720 6.4%
<i>Cost of Providing Services - Other (List)</i>									
Energy	1,352,700						1,352,700	1,697,600	(344,900) -20.3%
Chemicals, Equip/Maintenance/Repairs,							-	-	#DIV/0!
Contracted Svcs, State Requirements	2,674,900						2,674,900	2,644,800	30,100 1.1%
							-	-	#DIV/0!
Miscellaneous COPS*							-	-	#DIV/0!
Total COPS - Other	4,027,600	-	-	-	-	-	4,027,600	4,342,400	(314,800) -7.2%
Total Cost of Providing Services	7,732,940	-	-	-	-	-	7,732,940	7,824,020	(91,080) -1.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,955,187	-	-	-	-	-	1,955,187	1,959,239	(4,052) -0.2%
Total Operating Appropriations	10,631,727	-	-	-	-	-	10,631,727	10,685,179	(53,452) -0.5%
NON-OPERATING APPROPRIATIONS									
Total Interest Payments on Debt	256,569	-	-	-	-	-	256,569	289,172	(32,603) -11.3%
Operations & Maintenance Reserve							-	-	#DIV/0!
Renewal & Replacement Reserve	1,402,805						1,402,805	1,361,946	40,859 3.0%
Municipality/County Appropriation							-	-	#DIV/0!
Other Reserves	500,000						500,000	-	500,000 #DIV/0!
Total Non-Operating Appropriations	2,159,374	-	-	-	-	-	2,159,374	1,651,118	508,256 30.8%
TOTAL APPROPRIATIONS	12,791,101	-	-	-	-	-	12,791,101	12,336,297	454,804 3.7%
ACCUMULATED DEFICIT									
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	12,791,101	-	-	-	-	-	12,791,101	12,336,297	454,804 3.7%
UNRESTRICTED NET POSITION UTILIZED									
Municipality/County Appropriation	-	-	-	-	-	-	-	-	#DIV/0!
Other							-	273,746	(273,746) -100.0%
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	273,746	(273,746) -100.0%
TOTAL NET APPROPRIATIONS	\$ 12,791,101	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,791,101	\$ 12,062,551	\$ 728,550 6.0%

* 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 \$ 531,586.35 \$ - \$ - \$ - \$ - \$ - \$ - \$ 531,586.35

Prior Year Adopted Appropriations Schedule

Pequannock-Lincoln Park-Fairfield Sewerage Authority

FY 2023 Adopted Budget							
	Operation #1	N/A	N/A	N/A	N/A	N/A	Total All Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 419,120						\$ 419,120
Fringe Benefits	256,600						256,600
Total Administration - Personnel	675,720	-	-	-	-	-	675,720
<i>Administration - Other (List)</i>							
Financial Svc, Professional & Office Exp	226,200						226,200
							-
							-
							-
Miscellaneous Administration*							-
Total Administration - Other	226,200	-	-	-	-	-	226,200
Total Administration	901,920	-	-	-	-	-	901,920
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	2,417,920						2,417,920
Fringe Benefits	1,063,700						1,063,700
Total COPS - Personnel	3,481,620	-	-	-	-	-	3,481,620
<i>Cost of Providing Services - Other (List)</i>							
Energy	1,697,600						1,697,600
Chemicals, Equip/Maintenance/Repairs,							-
Contracted Svcs, State Requirements	2,644,800						2,644,800
							-
Miscellaneous COPS*							-
Total COPS - Other	4,342,400	-	-	-	-	-	4,342,400
Total Cost of Providing Services	7,824,020	-	-	-	-	-	7,824,020
Total Principal Payments on Debt Service in Lieu of Depreciation	1,959,239	-	-	-	-	-	1,959,239
Total Operating Appropriations	10,685,179	-	-	-	-	-	10,685,179
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	289,172	-	-	-	-	-	289,172
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	1,361,946						1,361,946
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	1,651,118	-	-	-	-	-	1,651,118
TOTAL APPROPRIATIONS	12,336,297	-	-	-	-	-	12,336,297
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	12,336,297	-	-	-	-	-	12,336,297
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation		-	-	-	-	-	-
Other	273,746						273,746
Total Unrestricted Net Position Utilized	273,746	-	-	-	-	-	273,746
TOTAL NET APPROPRIATIONS	\$ 12,062,551	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,062,551

* 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 \$ 534,258.95 \$ - \$ - \$ - \$ - \$ - \$ - \$ 534,258.95

Debt Service Schedule - Principal

Pequannock-Lincoln Park-Fairfield Sewerage Authority

If Authority has no debt, check this box: ☐

	Date of Local Finance Board Approval	Fiscal Year Ending in								Total Principal Outstanding
		2023 (Adopted Budget)	2024 (Proposed Budget)	2025	2026	2027	2028	2029	Thereafter	
<i>Operation #1</i>										
Series 2015 (NJ IBank)	11/12/2014	\$ 1,088,160	\$ 1,103,160	\$ 1,118,160	\$ 1,133,160	\$ 1,153,160	\$ 1,168,160	\$ 1,183,160	\$ 6,155,801	\$ 13,014,761
Series 2010 (NJ IBank)	6/30/2009	306,788	312,788	321,788	326,788	326,788	335,788	340,788	129,066	2,093,794
Series 2006 (NJ IBank)	7/12/2006	564,291	539,239	591,129	534,696					1,665,064
Total Principal		1,959,239	1,955,187	2,031,077	1,994,644	1,479,948	1,503,948	1,523,948	6,284,867	16,773,619
N/A										
										-
										-
										-
Total Principal		-	-	-	-	-	-	-	-	-
N/A										
										-
										-
										-
Total Principal		-	-	-	-	-	-	-	-	-
N/A										
										-
										-
										-
Total Principal		-	-	-	-	-	-	-	-	-
N/A										
										-
										-
										-
Total Principal		-	-	-	-	-	-	-	-	-
N/A										
										-
										-
										-
Total Principal		-	-	-	-	-	-	-	-	-
TOTAL PRINCIPAL ALL OPERATIONS		\$ 1,959,239	\$ 1,955,187	\$ 2,031,077	\$ 1,994,644	\$ 1,479,948	\$ 1,503,948	\$ 1,523,948	\$ 6,284,867	\$ 16,773,619

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

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

Debt Service Schedule - Interest

Pequannock-Lincoln Park-Fairfield Sewerage Authority

If Authority has no debt, check this box: ☐

Fiscal Year Ending in										Total Interest Payments Outstanding
	2023 (Adopted Budget)	2024 (Proposed Budget)	2025	2026	2027	2028	2029	Thereafter		
Operation #1										
Series 2015 (NJ IBank)	\$ 196,100	\$ 181,350	\$ 165,850	\$ 149,600	\$ 132,600	\$ 118,200	\$ 103,200	\$ 269,800	\$	1,120,600
Series 2010 (NJ IBank)	43,795	38,485	32,925	26,965	20,805	14,805	8,425	1,845		144,255
Series 2006 (NJ IBank)	49,277	36,734	27,835	14,186						78,755
										-
Total Interest Payments	289,172	256,569	226,610	190,751	153,405	133,005	111,625	271,645		1,343,610
N/A										
										-
										-
										-
Total Interest Payments	-	-	-	-	-	-	-	-		-
N/A										
										-
										-
										-
Total Interest Payments	-	-	-	-	-	-	-	-		-
N/A										
										-
										-
										-
Total Interest Payments	-	-	-	-	-	-	-	-		-
N/A										
										-
										-
										-
Total Interest Payments	-	-	-	-	-	-	-	-		-
N/A										
										-
										-
										-
Total Interest Payments	-	-	-	-	-	-	-	-		-
TOTAL INTEREST ALL OPERATIONS	\$ 289,172	\$ 256,569	\$ 226,610	\$ 190,751	\$ 153,405	\$ 133,005	\$ 111,625	\$ 271,645	\$	1,343,610

Net Position Reconciliation

Pequannock-Lincoln Park-Fairfield Sewerage Authority

For the Period: December 01, 2023 to November 30, 2024

FY 2024 Proposed Budget

	Operation #1	N/A	N/A	N/A	N/A	N/A	Total All Operations
TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)	\$ 62,552,029						\$ 62,552,029
Less: Invested in Capital Assets, Net of Related Debt (1)	42,522,135						42,522,135
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)	92,208						92,208
Total Unrestricted Net Position (1)	19,937,686	-	-	-	-	-	19,937,686
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution	14,606,087						14,606,087
Plus: Accrued Unfunded Pension Liability (1)	4,298,651						4,298,651
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	861,805						861,805
Plus: Estimated Income (Loss) on Current Year Operations (2)	1,330,000						1,330,000
Plus: Other Adjustments (attach schedule)							-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	11,822,055	-	-	-	-	-	11,822,055
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	2,837,195	-	-	-	-	-	2,837,195
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	2,837,195	-	-	-	-	-	2,837,195
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR							
Last issued Audit Report (4)	\$ 8,984,860	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,984,860

(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 \$ 531,586 \$ - \$ - \$ - \$ - \$ - \$ 531,586

(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.

FISCAL YEAR 2024

Equannock-Lincoln Park-Fairfield Sewerage Authority
(Authority Name)

2024 AUTHORITY CAPITAL BUDGET/PROGRAM

2024 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Pequannock-Lincoln Park-Fairfield Sewerage Authority

(Authority Name)

Fiscal Year: December 01, 2023 to November 30, 2024

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 Pequannock-Lincoln Park-Fairfield Sewerage Authority, on September 13, 2023.

☐ It is hereby certified that the governing body of the Pequannock-Lincoln Park-Fairfield Sewerage 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 Pequannock-Lincoln Park- for the following reason(s):

Officer's Signature:	tbongiovanni@tbsa.net
Name:	Thomas Bongiovanni
Title:	Executive Director
Address:	PO Box 188 Lincoln Park, NJ 07035
Phone Number:	973-696-4494
Fax Number:	973-305-1764
E-mail Address:	tbongiovanni@tbsa.net

2024 CAPITAL BUDGET/PROGRAM MESSAGE

Pequannock-Lincoln Park-Fairfield Sewerage Authority

Fiscal Year: December 01, 2023 to November 30, 2024

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?

Yes

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?

Yes

Yes

Yes

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).

None

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

Pequannock-Lincoln Park-Fairfield Sewerage Authority
For the Period: December 01, 2023 to November 30, 2024

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Operation #1</i>						
Pumping Station Projects	\$ 1,800,000	\$ 127,195	\$ 1,372,805			\$ 300,000
Pipeline Projects	30,000		30,000			
Treatment Plant Projects	3,015,000	2,710,000				305,000
	-					
Total	4,845,000	2,837,195	1,402,805	-	-	605,000
<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	\$ 4,845,000	\$ 2,837,195	\$ 1,402,805	\$ -	\$ -	\$ 605,000

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

5 Year Capital Improvement Plan

Pequannock-Lincoln Park-Fairfield Sewerage Authority
For the Period: December 01, 2023 to November 30, 2024

		<i>Fiscal Year Ending in</i>					
	Estimated Total Cost	2024 (Proposed Budget)	2025	2026	2027	2028	2029
<i>Operation #1</i>							
Pumping Station Projects	\$ 4,000,000	\$ 1,800,000	\$ 1,350,000	\$ -	\$ 500,000	\$ 350,000	\$ -
Pipeline Projects	12,420,000	30,000	225,000	225,000	740,000	5,100,000	6,100,000
Treatment Plant Projects	47,195,000	3,015,000	1,140,000	3,875,000	11,955,000	14,580,000	12,630,000
	-	-	-	-	-	-	-
Total	63,615,000	4,845,000	2,715,000	4,100,000	13,195,000	20,030,000	18,730,000
<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	\$ 63,615,000	\$ 4,845,000	\$ 2,715,000	\$ 4,100,000	\$ 13,195,000	\$ 20,030,000	\$ 18,730,000

5 Year Capital Improvement Plan Funding Sources

Pequannock-Lincoln Park-Fairfield Sewerage Authority
For the Period: December 01, 2023 to November 30, 2024

		Funding Sources				
		Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Operation #1</i>						
Pumping Station Projects	\$ 4,000,000	\$ 127,195	\$ 3,572,805			\$ 300,000
Pipeline Projects	12,420,000		3,220,000	9,200,000		
Treatment Plant Projects	47,195,000	2,710,000	5,680,000	36,775,000		2,030,000
	-					
Total	63,615,000	2,837,195	12,472,805	45,975,000	-	2,330,000
<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	\$ 63,615,000	\$ 2,837,195	\$ 12,472,805	\$ 45,975,000	\$ -	\$ 2,330,000
Total 5 Year Plan per CB-4	<u>\$ 63,615,000</u>					
Balance check	-	If amount is other than zero, verify that projects listed above match projects listed on CB-4.				

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

Contracting Unit: Pequannock-Lincoln Park-Fairfield Sewerage Authority Year Ending: November 30, 2022

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.

9/13/2023

Date

knapolitano@tbsa.net

Clerk/Secretary to the Governing Body

Appendix to Budget Document