Authority Budget of:

ADOPTED COPY

Rockaway Valley Regional Sewerage Authority

State Filing Year **2018**

APPROVED COPY

For the Period:

January 1, 2018 ***to*** ***December 31, 2018***

RECEIVED
OCT 20 2017
LOCAL FINANCE BOARD

www.rvrsa.org
Authority Web Address

RECEIVED
NOV 20 2017
DIVISION OF
LOCAL GOVERNMENT SERVICES

Department Of

Community Affairs

Division of Local Government Services

RECEIVED
DEC 01 2017
R.V.R.S.A

RECEIVED
OCT 30 2017
R.V.R.S.A

2018 AUTHORITY BUDGET

Certification Section

2018

ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY BUDGET

FISCAL YEAR: FROM JANUARY 1, 2018 TO DECEMBER 31, 2018

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: Paul D. Ewert CPA, RMA Date: 10/25/2017

CERTIFICATION OF ADOPTED BUDGET

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

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

By: Paul D Ewert CPA, RMA Date: 11/28/2017

2018 PREPARER'S CERTIFICATION

ROCKAWAY VALLEY REGIONAL SEWERAGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN. 1, 2018 **TO:** DEC. 31, 2018

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

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

Preparer's Signature:			
Name:	PAUL J. CUVA (1)		
Title:	AUDITOR		
Address:	401 WANAQUE AVENUE POMPTON LAKES, NJ 07442		
Phone Number:	973-835-7900	Fax Number:	973-835-6631
E-mail address	FWCC@OPTONLINE.NET		

(1) I have assisted in the preparation of this budget with information provided to me by the Rockaway Valley Regional Sewerage Authority.

2018 APPROVAL CERTIFICATION

ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN. 1, 2018 **TO:** DEC. 31, 2018

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Rockaway Valley Regional Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 12th day of October , 2017.

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

Officer's Signature:			
Name:	JOANN MONDSINI		
Title:	EXECUTIVE DIRECTOR		
Address:	RD 1, 99 GREENBANK ROAD BOONTON, NJ 07005		
Phone Number:	973-263-8319	Fax Number	973-263-9068
E-mail address	JMONDSINI@RVRSA.ORG		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	WWW.RVRSA.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
- ☒ Commencing with 2013, the budgets for the current fiscal year and immediately preceding two prior years
- ☐ The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- ☒ Commencing with 2012, the annual audits of the most recent fiscal year and immediately two prior years
- ☒ The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- ☒ Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- ☒ Beginning January 1, 2013, the approved minutes of each meeting of the Authority including all resolutions of the board and their committees; for at least three consecutive fiscal years
- ☒ The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority
- ☒ A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of $17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

It is hereby certified by the below authorized representative of the Authority that the Authority's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:5A-17.1 as listed above. A check in each of the above boxes signifies compliance.

Name of Officer Certifying compliance JOANNE MONDSINI

Title of Officer Certifying compliance EXECUTIVE DIRECTOR

Signature

Resolution # 17-124

2018 AUTHORITY BUDGET RESOLUTION

ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY

FISCAL YEAR PERIOD JANUARY 1, 2018 THROUGH DECEMBER 31, 2018

WHEREAS, the Annual Budget and Capital Budget for the Rockaway Valley Regional Sewerage Authority for the fiscal year period beginning January 1, 2018 and ending December 31, 2018 has been introduced before the Board of the Rockaway Valley Regional Sewerage Authority at its open public regular meeting of October 12, 2017; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of $9,594,151 and Total Appropriations, including any Accumulated Deficit if any, of $9,711,112 and Total Unreserved Retained Earnings utilized of $ 116,961; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of $19,122,000, Total Debt Authorized of $17,058,000, Total Unreserved Retained Earnings of $1,694,000, Reserve for Renewal and Replacement of $370,000 planned to be utilized as funding thereof; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation of 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 members of the Rockaway Valley Regional Sewerage Authority, at its open public regular meeting held on October 12, 2017 that the Annual Budget, including Supplemental Schedules, and the Capital Budget/Program of the Rockaway Valley Regional Sewerage Authority for the fiscal year beginning January 1, 2018 and ending December 31, 2018 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the members of the Rockaway Valley Regional Sewerage Authority will consider the Annual Budget and Capital Budget/ Program for adoption on November 9, 2017.

I certify that this resolution was adopted at a regular meeting of the Rockaway Valley Regional Sewerage Authority held on October 12, 2017.
On the motion of Glenn Corbett
Second by Joseph Lowell
And a roll call vote of:
Yeas: (8) Andes, Cegelka, Corbett, Guadagno, Lowell, Recchia, Rossi, Schorno
Nays: (0) None
Abstain: (2) Laverty and Vincitore
Absent: (0) None

Michael Guadagno
Board Secretary

2018 ADOPTION CERTIFICATION

ROCKAWAY VALLEY REGIONAL AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN. 1, 2018 **TO:** DEC. 31, 2018

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Rockaway Valley Regional Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 9th day of, November, 2017.

Officer's Signature:			
Name:	B.K. SANDY THAI		
Title:	CHIEF FINANCIAL OFFICER		
Address:	RD 1, 99 GREENBANK ROAD BOONTON, NJ 07005		
Phone Number:	973-263-1555	Fax Number:	973-263-9068
E-mail address	SANDY@RVRSA.ORG		

Resolution 17-129

2018 ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY

ADOPTED BUDGET RESOLUTION

FISCAL YEAR: FROM JANUARY 1, 2018 TO DECEMBER 31, 2018

WHEREAS, the Annual Budget and Capital Budget/Program for the Rockaway Valley Regional Sewerage Authority for the fiscal year beginning January 1, 2018 and ending December 31, 2018 has been presented for adoption before the governing body of the Rockaway Valley Regional Sewerage Authority at its open public meeting of November 09, 2017; and

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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of $9,594,151 and Total Appropriations, including any Accumulated Deficit if any, of $9,711,112 and Total Unreserved Retained Earning utilized of $116,961; and

WHEREAS, the Capital Budget as presented for adoption reflects, Total Capital Appropriations of $19,122,000, Total Debt Authorized of $17,058,000, Total Unrestricted Net Position of $2,064,000 planned to be utilized as funding thereof; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Rockaway Valley Regional Sewerage Authority, at an open public meeting held on November 09, 2017 that the Annual Budget and Capital Budget/Program of the Rockaway Valley Regional Sewerage Authority for the fiscal year beginning January 01, 2018 and ending December 31, 2018 is hereby adopted and shall constitute appropriations for the purposes stated; and

BE IT FURTHER RESOLVED, that the Annual Budget and Capital Budget/Program as presented for adoption reflects each item of revenue and appropriation in the same

amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services.

CERTIFICATION

I hereby certify that this Resolution was adopted at a meeting of the Rockaway Valley Regional Sewerage Authority held on November 09, 2017.

On motion of Glenn Corbett

Second by John Cegelka

And a Roll Call Vote as follows:

Yeas: (7) Andes, Cegelka, Corbett, Laverty, Lowell, Recchia, Rossi

Nays: (0) None

Abstain: (1) Vincitore

Absent: (2) Guadagno and Schorno

Mary Roman
Assistant Board Secretary

2018 AUTHORITY BUDGET

Narrative and Information Section

2018 AUTHORITY BUDGET MESSAGE & ANALYSIS

ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN. 1, 2018 **TO:** DEC. 31, 2018

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

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

THE AUTHORITY IS PROPOSING A $346,192 (3.7%) INCREASE IN OVERALL APPROPRIATIONS FROM THE PREVIOUS YEAR. "INTEREST PAYMENTS ON DEBT" INCREASED $56,840 (28.2%) IN THE PROPOSED 2018 BUDGET DUE TO SCHEDULED DEBT SERVICE AND THE ANTICIPATED PAYMENT OF INTEREST ON A NJEIT TEMPORARY LOAN (WHICH IS BELIEVED TO BE PERMANENTLY FINANCED IN 2018). "UNRESTRICTED NET POSITION UTILIZED" IN THE PROPOSED 2018 BUDGET DECREASED $183,039 (-61.0%) DUE TO THE ANTICIPATION OF ADDITIONAL SERVICE CHARGE REVENUES TO FUND APPROPRIATIONS. HEALTH BENEFITS AND RELATED CONTRIBUTIONS FOR ACTIVE EMPLOYEES INCREASED 18.2% AND 20.0% DUE TO THE ANTICIPATED HIRE OF TWO NEW EMPLOYEES. HEALTH BENEFITS FOR RETIREES INCREASED 100% DUE TO THE ANTICIPATION OF AN EMPLOYEE RETIRING IN 2018.

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

THE AUTHORITY IS PROPOSING A $346,192 (3.7%) INCREASE IN ANTICIPATED REVENUES FROM THE PREVIOUS YEAR. THIS INCLUDES A PLANNED $2,250 (100%) INCREASE IN "OTHER OPERATING REVENUES: INDUSTRIAL APPLICATION FEES" DUE TO AN ANTICIPATED INCREASE IN FEES CHARGED. ALSO, A $2,000 (12.5%) INCREASE IN "OTHER OPERATING REVENUES: UNUSED CAPACITY CHARGE" IS ANTICIPATED IN THE PROPOSED 2018 BUDGET TO ACCOUNT FOR ADDITIONAL CHARGES.

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

THE LOCAL ECONOMY HAS BEEN STEADILY IMPROVING IN THE AREAS SERVICED BY THE AUTHORITY. THE ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY HAS CONSIDERED THIS FACTOR WHILE PREPARING THE 2018 BUDGET.

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

THE AUTHORITY IS UTILIZING $116,961 IN UNRESTRICTED NET POSITION IN THE OPERATING BUDGET AND $2,064,000 IN THE CAPITAL BUDGET IN ORDER TO KEEP PARTICIPANT CHARGES STABLE.

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

NOT APPLICABLE.

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

THE AUTHORITY REPORTED A ($3,435,756) DEFICIT IN UNRESTRICTED, UNDESIGNATED NET POSITION IN ITS AUDIT REPORT FOR THE YEAR ENDING DECEMBER 31, 2016. $6,384,858 OF THIS DEFICIT IS DIRECTLY ATTRIBUTABLE TO THE IMPLEMENTATION OF GASB STATEMENT NO. 68. $2,949,102 OF THE REMAINING UNRESTRICTED, UNDESIGNATED NET POSITION WAS AVAILABLE FOR USE IN FUTURE BUDGETS AS OF DECEMBER 31, 2016.

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

NOT APPLICABLE.

AUTHORITY CONTACT INFORMATION
2018

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

Name of Authority:	ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY			
Federal ID Number:	22-1950825			
Address:	RD. 1, 99 GREENBANK ROAD			
City, State, Zip:	BOONTON		NJ	07005
Phone: (ext.)	973-263-1555	Fax:	973-263-9068	

Preparer's Name:	PAUL J. CUVA (1)			
Preparer's Address:	401 WANAQUE AVENUE			
City, State, Zip:	POMPTON LAKES		NJ	07442
Phone: (ext.)	973-835-7900	Fax:	973-835-6631	
E-mail:	FWCC@OPTONLINE.NET			

Chief Executive Officer:	JOANN MONDSINI		
Phone: (ext.)	973-263-1555	Fax:	973-263-9068
E-mail:	JMONDSINI@RVRSA.ORG		

Chief Financial Officer:	B.K. SANDY THAI		
Phone: (ext.)	973-263-1555	Fax:	973-263-9068
E-mail:	SANDY@RVRSA.ORG		

Name of Auditor:	PAUL J. CUVA			
Name of Firm:	FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A.			
Address:	401 WANAQUE AVENUE			
City, State, Zip:	POMPTON LAKES		NJ	07442
Phone: (ext.)	973-835-7900	Fax:	973-835-6631	
E-mail:	FWCC@OPTONLINE.NET			

(1) I have assisted in the preparation of this budget with information provided to me by the Rockaway Valley Regional Sewerage Authority.

AUTHORITY INFORMATIONAL QUESTIONNAIRE

_____
(Name)

FISCAL YEAR: FROM: TO:

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

1) Provide the number of individuals employed in (**Use Most Recent W-3 Available 2016 or 2017**) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: _____
2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (**Use Most Recent W-3 Available 2016 or 2017**)Transmittal of Wage and Tax Statements:_____
3) Provide the number of regular voting members of the governing body: _____
4) Provide the number of alternate voting members of the governing body: _____
5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? _____ *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (**Most Recent Filing that March 31. 2017 or 2018 deadline has passed 2017 or 2018**) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html before answering) _____ **If "no**," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? _____ *If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*
8) Was the Authority a party to a business transaction with one of the following parties:
   a. A current or former commissioner, officer, key employee, or highest compensated employee? _____
   b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? _____
   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? _____

   If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. _____ *If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*
10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. ***Attach a narrative of your Authorities procedures for all employees.***
11) Did the Authority pay for meals or catering during the current fiscal year? _____ *If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*

12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? _____ *If "yes," **attach a detailed list of all travel expenses** for the current fiscal year and provide an explanation for each expenditure listed.*

13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
    a. First class or charter travel _____
    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) _____

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

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

15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? _____ *If "yes," attach explanation including amount paid.*

16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? _____ *If "yes," attach explanation including amount paid.*

17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? _____ *If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.*

18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? _____ *If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*

19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? _____ *If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*

AUTHORITY INFORMATIONAL QUESTIONNAIRE

ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JAN. 1, 2018 **TO:** DEC. 31, 2018

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

1) Provide the number of individuals employed in (**Use Most Recent W-3 Available 2016 or 2017**) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 42
2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (**Use Most Recent W-3 Available 2016 or 2017**)Transmittal of Wage and Tax Statements: $2,452,480.68
3) Provide the number of regular voting members of the governing body: 10
4) Provide the number of alternate voting members of the governing body: 0
5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? NO *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (**Most Recent Filing that March 31. 2017 or 2018 deadline has passed 2017 or 2018**) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html before answering) YES **If "no,"** provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? NO *If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*
8) Was the Authority a party to a business transaction with one of the following parties:
   a. A current or former commissioner, officer, key employee, or highest compensated employee? NO
   b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? NO
   c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? NO

   If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. NO *If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract*

10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. ***Attach a narrative of your Authorities procedures for all employees.***

THE RVRSA CONSULTS WITH OTHER AUTHORITIES OF SIMILAR SIZE TO DETERMINE THE APPROPRIATE COMPENSATION FOR MANAGEMENT EMPLOYEES. ANNUAL INCREASES ARE DETERMINED BY AN ANNUAL PERFORMANCE REVIEW AND INCREASES ARE MERIT BASED. IN ADDITION, THE EXECUTIVE DIRECTOR PRESENTS HER RECOMMENDATIONS TO THE EXECUTIVE COMMITTEE. THE EXECUTIVE COMMITTEE THE AUTHORIZES, MODIFIES OR REJECTS THE RECOMMENDED INCREASES TO MANAGEMENT SALARIES.

11) Did the Authority pay for meals or catering during the current fiscal year? ____YES__ *If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*

THE RVRSA PROVIDES A LIGHT DINNER WITH SODA, WATER AND COFFEE TO THE COMMISSIONERS PRIOR TO THE REGULAR BOARD MEETING. THE RVRSA ALSO PROVIDES SANDWICHES OR SNACKS FOR COMMITTEE MEETINGS IF THEY ARE HELD DURING BREAKFAST, LUNCH OR DINNER HOURS. RVRSA ALSO PROVIDES COFFEE/TEA TO EMPLOYEES. THE MEAL INVOICES ARE ATTACHED.

12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? ___YES_____ *If "yes," **attach a detailed list of all travel expenses** for the current fiscal year and provide an explanation for each expenditure listed.*

IN ACCORDANCE WITH RVRSA BY-LAWS, COMMISSIONERS ARE AUTHORIZED TO ATTEND ONE CONFERENCE PER YEAR WITH PRIOR WRITTEN APPROVAL OF THE CHAIRMAN AND EXECUTIVE DIRECTOR AND ARE REIMBURSED FOR ALL COSTS ASSOCIATED WITH THE CONFERENCE. IN ADDITION, AS PER N.J.S.A. 40:14A-5(d), AND THE BY-LAWS OF THE AUTHORITY, COMMISSIONERS ARE REIMBURSED FOR THEIR TRAVEL EXPENSES TO ATTEND REGULAR MONTHLY MEETINGS AND COMMITTEE MEETINGS.

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

a. First class or charter travel ___NO_____
b. Travel for companions ____NO_____
c. Tax indemnification and gross-up payments ___NO_____
d. Discretionary spending account ___NO_____
e. Housing allowance or residence for personal use ___NO_____
f. Payments for business use of personal residence ___NO_____
g. Vehicle/auto allowance or vehicle for personal use _____YES_____
h. Health or social club dues or initiation fees ____NO_____
i. Personal services (i.e.: maid, chauffeur, chef) ___NO_____

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

THE RVRSA PROVIDES A VEHICLE FOR THE EXECUTIVE DIRECTOR, JOANN MONDSINI, TO DRIVE FROM HER RESIDENCE TO WORK.

14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? ___NO_____ *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)***

RVRSA HAS A CONFERENCE AND SEMINAR REQUEST FORM FOR EMPLOYEES AND A RESOLUTION #13-050 WITH WRITTEN CONFERENCE TRAVEL AND EXPENSE REIMBURSEMENT POLICY FOR COMMISSIONERS. PLEASE FIND THEM ATTACHED FOR YOUR REFERENCE. WE ARE CURRENTLY REVIEWING THE POLICY FURTHER TO DEFINE THE EMPLOYEE TRAVEL EXPENSE REIMBURSEMENT. IN ADDITION, BASED ON PAST PRACTICE, THE EMPLOYEES OF THE RVRSA HAVE TO SUBMIT THEIR MEALS AND OTHER RECEIPTS AND INVOICES FROM THE CONFERENCE, SEMINAR OR COURSE FOR EXPENSE REIMBURSEMENT.

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

Rockaway Valley Regional Sewerage Authority

Page N-3, Question # 12, The List of the 2017 Travel Expenses Reimbursement

From Jan 01 to October 30, 2017

Commissioner	Conference Registration	Airfare & Taxi to Attend Conference	Hotel Accommodation to Attended Conference	Mileage, Tolls Reimbursement to Attended Conference/ Seminar/ Classes	Meals to Attended Conference	Mileage Reimbursement to Attended Meetings
Hector R. Schorno						281.14
John Cegelka						456.45
Michael Guadagno	1,173.00	414.40	1,803.12			544.32
Joseph Lowell	165.00		441.00			
Glenn Corbett						396.79
Aurelio Vincitore	765.00	441.83	1,199.16		272.42	43.14

Employee	Conference/ Seminar/ Classes Registration	Airfare to Attend Conference	Hotel Accommodation to Attended Conference	Mileage, Tolls Reimbursement to Attended Conference/ Seminar/ Classes	Meals to Attended Conference	Mileage Reimbursement to Attended Meetings
Ang, Herbert	336.52					
Bonaccorso	1,465.00	552.24	1643.08	199.40	149.80	
Bocchino	2,195.00		441.00			
Brook	249.00					
Brush	401.00		523.24	136.01		
Feuer	351.00		256.24	122.26		716.72
Leahy	17.00					
McNamara	755.00					
Mondsini	740.00		612.42			
Nesbitt	2,063.00			20.00		
Reichert	701.00		859.56			
Pisarcik	2,266.00		384.36	393.52	90.72	
Simolia	276.00		128.12	153.34	5.90	
Thai	910.00		993.00	339.79	8.29	
Vander Ploeg	800.00					
VanHouten	186.00					
Wachowiak	513.00		384.36	143.79	28.13	

Resolution 13-050

RESOLUTION TO REVISE THE TRAVEL AND EXPENSE REIMBURSEMENT POLICY OF THE MEMBERS AND EMPLOYEES OF THE ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY

WHEREAS, there exists a need to revise the Travel and Expense Reimbursement Policy for the members of the Rockaway Valley Regional Sewerage Authority ("RVRSA") to expand upon the list of conferences that a member may attend on official RVRSA business.

NOW, THEREFORE, BE IT RESOLVED by the Rockaway Valley Regional Sewerage Authority as follows:

1. The RVRSA Board Member Travel and Expense Reimbursement Policy, Section I, entitled "Conference Registration," is hereby amended to read as follows:

I. Conference Registration

Frequency: One (1) conference per year per board member. Prior written approval issued by the Chairman and Executive Director is required.

Cost of registration for any conference or seminar shall be paid in advance by the RVRSA. In the event that reservation on a flight cannot be secured at lower fair, the differential of lower fare to the business/first class shall not be reimbursable.

2. For the purpose of this Resolution, the term "member" shall include those persons appointed by the governing bodies of the constituent municipalities pursuant to N.J.S.A. 40:14A-4.

3. The policy set forth shall become effective immediately.

I hereby certify that this Resolution was adopted at a meeting of the Rockaway Valley Regional Sewerage Authority held on May 09, 2013

On motion of Hector Schorno

Second by Joseph Lowell

{112590.DOC.1}

And a Roll Call Vote as Follows:

Yeas: (7) Cegelka, Corbett, Guadagno, Hercek, Lowell, Secco and Schorno

Nays: (0) None

Abstain: (0) None

Absent: (3) MacNeal, Schaefer, Vincitore

Bruce W. MacNeal
Board Secretary

RVRSA Board Members
Conference Travel and Expense Reimbursement Policy

RVRSA Board Members are authorized to travel on official RVRSA's board business. Members traveling on RVRSA board business are encouraged to exercise the same care in incurring expenses that they would if traveling on personnel business at their own expense. Excessive and unnecessary travel and other expenses shall not be approved or reimbursed. Travel routes should be planned so that minimum amount of travel and expense are involved. Board members shall be responsible for making their own travel arrangements. Expenditures for official Board travel are reimbursable if incurred in accordance with these guidelines.

I. Conference Registration

Frequency: One conference per year per board member: with prior approval of Chairman and Executive Director.

Cost of registration for any conference or seminar in the above list shall be paid in advance by the RVRSA

II. Transportation

A. Air Travel

The RVRSA shall reimburse participants for the full cost of travel by air (if appropriate). The maximum amount of reimbursable air travel shall be the coach fare for travel commencing the day before the conference begins and ending on the day after the conference ends. The reference to such days shall be for the sole purpose of determining the amount of reimbursement and shall not restrict members to travel only on those days.

B. Car Travel

The RVRSA shall reimburse participants for the actual costs of all tolls and parking expenses which shall not exceed the coach airfare. In addition, the RVRSA shall reimburse members at the prevailing mile rate of reimbursement per mile for each mile traveled, updated on a yearly basis.

C. Car Rental costs, if less than mileage cost, may be submitted in lieu of costs as described above in item B and are also reimbursable.

III. Lodging

The RVRSA shall reimburse Board members for the cost of lodging at conference rates. The maximum amount that is reimbursable for hotel accommodations shall be at conference rates, for a maximum stay not to exceed

the full length of the conference. Expenses for laundry, valet, entertainment, room service, and other charges of a similar nature are considered personal charges and shall not be reimbursed.

IV. Meals

The RVRSA shall reimburse Board members for all meals incurred during the course of travel and while attending the conference. Meal reimbursement is subject to a maximum rate per diem. Maximum per diem is $75.00.

V. Related Expenses

The RVRSA shall reimburse Board members for necessary incidental expenses incurred during the course of travel. These shall include airport shuttle services to and from airports, shuttle services to and from hotels to airports, portage, and parking expenses (if appropriate). The RVRSA will reimburse taxi expenses for transportation to and from hotels and airports and for transportation to and from conference events only in cases where shuttle services are unavailable. All other taxi expenses are considered personal charges and shall not be reimbursed.

VI. Reimbursement

The RVRSA will attempt to provide persons authorized to travel on RVRSA business with sufficient funds to cover expected expenses. All persons authorized to travel shall submit all original receipts and other evidence of allowable expenses on the RVRSA's expense form. The RVRSA shall approve all expenses in accordance with the RVRSA's guidelines.

VII. This policy shall become effective as of June 22, 2006, 1st revision May 09, 2013 to remove the four conferences they may attend and leave it to the board members choice of conference.

Revised 5/09/13

ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY
R.V.R.S.A.
ORGANIZED 1971

CONFERENCE AND SEMINAR

REQUEST FORM

DATE: _____

EMPLOYEE NAME:_____

CONFERENCE/SEMINAR:_____

CONFERENCE/SEMINAR DATE(S):_____

COST SEMINAR/CONFERENCE:_____

COST OTHER (TRAVEL/HOTEL):_____

State reason below why attending this conference/seminar will be beneficial to the RVRSA.

_____

_____

_____

_____

Requesting Employee Signature: _____

Supervisor Signature: _____ Approved _____ Denied _____

Executive Director Signature: _____ Approved _____ Denied _____

In accordance with the RVRSA Policy Manual, Section 4- page 4, "Requests must be in writing and include schedule, registration information and estimated costs". See Policy Manual for complete policy.

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

ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JAN. 1, 2018 **TO:** DEC. 31, 2018

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

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

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

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

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

a) The individual received reportable compensation from the authority and other public entities in excess of $150,000 for the most recent fiscal year completed; and

b) The individual has responsibilities or influence over the authority as a whole or has power to control or determine 10% or more of the authority's capital expenditures or operating budget.

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

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

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

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

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

Rockaway Valley Regional Sewerage Authority

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

	Name	Title	Average Hours per Week Dedicated to Position	Position (Can Check more than 1 Column for each person)				Reportable Compensation from Authority (W-2/ 1099)					Names of Other Public Entities where Individual is an Employee or Member of the Governing Body **(1) See note below**	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
				Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority						
1	Hector R. Schorno	Chairman		X					$ -	$ -	$ -	$ -	$ -	N/A - NONE			$ -	$ -	$ -
2	John Cegelka	Vice Chairman		X					-	-	-	-	0	N/A - NONE			-	-	0
3	Michael Guadagno	Secretary		X					-	-	-	-	0	Twp Randolph			6,000	-	6,000
4				X					-	-	-	-	0	Morris County			15,000	-	15,000
5	Joseph Lowell	Treasurer		X					-	-	-	-	0	Twp Boonton			8,800	-	8,800
6	Thomas Andes	Commissioner		X					-	-	-	-	0	Twp Denville			114,953	-	114,953
7	Glenn Corbett	Commissioner		X					-	-	-	-	0	Borough Wharton			10,404	-	10,404
8	Patrick Laverty	Commissioner		X					-	-	-	-	0	Town of Dover			80,000	-	80,000
9										-	-	-	0	Borough Wharton			15,000	-	15,000
10	Anthony Recchia	Commissioner		X					-	-	-	-	0	N/A - NONE			-	-	0
11	Joseph Rosi	Commissioner		X					-	-	-	-	0	Borough Rockaway			623	-	623
12	Aurelio Vincitore	Commissioner		X					-	-	-	-	0	Hudson County			77,853	-	77,853
13	JoAnnn Mondsini	Executive Director	40		X				124,429	-	8,268	-	132,696	N/A - NONE			-	-	132,696
14	BK Sandy Thai	CFO, Assist Board Tr	40		X				103,303	-	15,644	-	118,947	N/A - NONE			-	-	118,947
15	Carrie Feuer	Manager of Engineer	32					X	100,194	-	14,036	-	114,230	N/A - NONE			-	-	114,230
	Total:								$ 327,926	$ -	$ 37,948	$ -	$ 365,873				$ 328,633	$ -	$ 694,507

(1) Insert "None" in this column for each individual that does not hold a position with another Public Entity

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

Rockaway Valley Regional Sewerage Authority

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

	Name	Title	Average Hours per Week Dedicated to Position	Position: Commissioner	Position: Officer	Position: Key Employee	Position: Highest Compensated Employee	Position: Former	Reportable Compensation from Authority (W-2/ 1099): Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
1	Balances carried forward from previous page								327,926	-	37,948	-	$ 365,873	-	-	-	328,633	-	$ 694,507
2													-						-
3													-						-
4	Mario Bonaccorsc	Asst Plant Manag	40			X			84,616	-	23,236	-	107,852	N/A - NONE			-	-	107,852
5	Scott Trimmer	Trunkline Manage	40			X			77,856	-	24,708	$ -	102,564	N/A - NONE			-	-	102,564
6	Maria Brush	Safety Manager	40			X			81,182	-	16,129	-	97,312	N/A - NONE			-	-	97,312
7	Scott Allen	Engineer	40				X		81,745	-	15,444	-	97,189	N/A - NONE			-	-	97,189
8													-						-
9													-						-
10													-						-
11													-						-
12													-						-
13													-						-
14													-						-
15													-						-
	Total:								$ 653,325	$ -	$ 117,465	$ -	$ 770,790				$ 328,633	$ -	$ 1,099,423

Enter the total number of employees/ independent contractors who received more than $100,000 in total reportable compensation for the most recent fiscal year completed:

Schedule of Health Benefits - Detailed Cost Analysis

Rockaway Valley Regional Sewerage Authority

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

	# 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	3	$ 11,230	$ 33,690	3	$ 11,230	$ 33,690	$ -	0.0%
Parent & Child	5	20,240	101,200	5	20,240	101,200	-	0.0%
Employee & Spouse (or Partner)	9	22,540	202,860	9	22,540	202,860	-	0.0%
Family	13	31,300	406,900	11	31,300	344,300	62,600	18.2%
Employee Cost Sharing Contribution (enter as negative -)			(120,000)			(100,000)	(20,000)	20.0%
Subtotal	30		624,650	28		582,050	42,600	7.3%
Commissioners - Health Benefits - Annual Cost								
Single Coverage			-			-	-	#DIV/0!
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)			-			-	-	#DIV/0!
Family			-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)							-	#DIV/0!
Subtotal	0		-	0		-	-	#DIV/0!
Retirees - Health Benefits - Annual Cost								
Single Coverage	2	7,560	15,120	1	7,560	7,560	7,560	100.0%
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)	1	13,680	13,680	1	13,680	13,680	-	0.0%
Family	1	42,720	42,720	1	42,720	42,720	-	0.0%
Employee Cost Sharing Contribution (enter as negative -)							-	#DIV/0!
Subtotal	4		71,520	3		63,960	7,560	11.8%
GRAND TOTAL	34		$ 696,170	31		$ 646,010	$ 50,160	7.8%

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

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

Schedule of Accumulated Liability for Compensated Absences

Rockaway Valley Regional Sewerage Authority

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

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

X Box if Authority has no Compensated Abcences [X]

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at End of Last Issued Audit Report	Dollar Value of Accrued Compensated Absence Liability	*Legal Basis for Benefit (check applicable items)* Approved Labor Agreement	Resolution	Individual Employment Agreement
N/A - None					

Total liability for accumulated compensated absences at beginning of current year $ -

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

Schedule of Shared Service Agreements

Rockaway Valley Regional Sewerage Authority

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

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority
N/A - NONE						

If No Shared Services X this Box [X]

2018 AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

Rockaway Valley Regional Sewerage Authority

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

	FY 2018 Proposed Budget						FY 2017 Adopted Budget	$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
REVENUES										
Total Operating Revenues	$ 9,578,651	$ -	$ -	$ -	$ -	$ -	$ 9,578,651	$ 9,232,459	$ 346,192	3.7%
Total Non-Operating Revenues	15,500	-	-	-	-	-	15,500	15,500	-	0.0%
Total Anticipated Revenues	9,594,151	-	-	-	-	-	9,594,151	9,247,959	346,192	3.7%
APPROPRIATIONS										
Total Administration	2,784,822	-	-	-	-	-	2,784,822	2,708,794	76,028	2.8%
Total Cost of Providing Services	5,195,590	-	-	-	-	-	5,195,590	5,205,955	(10,365)	-0.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,022,100	-	-	-	-	-	1,022,100	981,450	40,650	4.1%
Total Operating Appropriations	9,002,512	-	-	-	-	-	9,002,512	8,896,199	106,313	1.2%
Total Interest Payments on Debt	258,600	-	-	-	-	-	258,600	201,760	56,840	28.2%
Total Other Non-Operating Appropriations	450,000	-	-	-	-	-	450,000	450,000	-	0.0%
Total Non-Operating Appropriations	708,600	-	-	-	-	-	708,600	651,760	56,840	8.7%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	9,711,112	-	-	-	-	-	9,711,112	9,547,959	163,153	1.7%
Less: Total Unrestricted Net Position Utilized	116,961	-	-	-	-	-	116,961	300,000	(183,039)	-61.0%
Net Total Appropriations	9,594,151	-	-	-	-	-	9,594,151	9,247,959	346,192	3.7%
ANTICIPATED SURPLUS (DEFICIT)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	#DIV/0!

Revenue Schedule

Rockaway Valley Regional Sewerage Authority

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

	FY 2018 Proposed Budget							FY 2017 Adopted Budget	$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING REVENUES										
Service Charges										
Residential							$ -	$ -	$ -	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental	9,115,151						9,115,151	8,783,209	331,942	3.8%
Other							-	-	-	#DIV/0!
Total Service Charges	9,115,151	-	-	-	-	-	9,115,151	8,783,209	331,942	3.8%
Connection Fees										
Residential							-	-	-	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Connection Fees	-	-	-	-	-	-	-	-	-	#DIV/0!
Parking Fees										
Meters							-	-	-	#DIV/0!
Permits							-	-	-	#DIV/0!
Fines/Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Parking Fees	-	-	-	-	-	-	-	-	-	#DIV/0!
Other Operating Revenues (List)										
User Charges	160,000						160,000	150,000	10,000	6.7%
Industrial Application Fees	4,500						4,500	2,250	2,250	100.0%
Application & Inspection Permits	5,000						5,000	5,000	-	0.0%
IPP Surcharges	250,000						250,000	250,000	-	0.0%
Industrial Annual Fees	26,000						26,000	26,000	-	0.0%
Unused Capacity Charge	18,000						18,000	16,000	2,000	12.5%
N/A							-	-	-	#DIV/0!
N/A							-	-	-	#DIV/0!
N/A							-	-	-	#DIV/0!
N/A							-	-	-	#DIV/0!
N/A							-	-	-	#DIV/0!
Total Other Revenue	463,500	-	-	-	-	-	463,500	449,250	14,250	3.2%
Total Operating Revenues	9,578,651	-	-	-	-	-	9,578,651	9,232,459	346,192	3.7%
NON-OPERATING REVENUES										
Other Non-Operating Revenues (List)										
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Type in							-	-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	-	-	#DIV/0!
Interest on Investments & Deposits (List)										
Interest Earned	15,500						15,500	15,500	-	0.0%
Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Interest	15,500	-	-	-	-	-	15,500	15,500	-	0.0%
Total Non-Operating Revenues	15,500	-	-	-	-	-	15,500	15,500	-	0.0%
TOTAL ANTICIPATED REVENUES	$ 9,594,151	$ -	$ -	$ -	$ -	$ -	$ 9,594,151	$ 9,247,959	$ 346,192	3.7%

Prior Year Adopted Revenue Schedule

Rockaway Valley Regional Sewerage Authority

	FY 2017 Adopted Budget						
	Sewer	**N/A**	**N/A**	**N/A**	**N/A**	**N/A**	**Total All Operations**
OPERATING REVENUES							
Service Charges							
Residential							$ -
Business/Commercial							-
Industrial							-
Intergovernmental	8,783,209						8,783,209
Other							-
Total Service Charges	8,783,209	-	-	-	-	-	8,783,209
Connection Fees							
Residential							-
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	-	-	-	-	-	-	-
Parking Fees							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees	-	-	-	-	-	-	-
Other Operating Revenues (List)							
User Charges	150,000						150,000
Industrial Application Fees	2,250						2,250
Application & Inspection Permits	5,000						5,000
IPP Surcharges	250,000						250,000
Industrial Annual Fees	26,000						26,000
Unused Capacity Charge	16,000						16,000
N/A							-
N/A							-
N/A							-
N/A							-
N/A							-
Total Other Revenue	449,250	-	-	-	-	-	449,250
Total Operating Revenues	9,232,459	-	-	-	-	-	9,232,459
NON-OPERATING REVENUES							
Other Non-Operating Revenues (List)							
N/A							-
N/A							-
N/A							-
N/A							-
N/A							-
N/A							-
Other Non-Operating Revenues	-	-	-	-	-	-	-
Interest on Investments & Deposits							
Interest Earned	15,500						15,500
Penalties							-
Other							-
Total Interest	15,500	-	-	-	-	-	15,500
Total Non-Operating Revenues	15,500	-	-	-	-	-	15,500
TOTAL ANTICIPATED REVENUES	$ 9,247,959	$ -	$ -	$ -	$ -	$ -	$ 9,247,959

Appropriations Schedule

Rockaway Valley Regional Sewerage Authority

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

	FY 2018 Proposed Budget							FY 2017 Adopted Budget	$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS										
Administration - Personnel										
Salary & Wages	$ 982,721						$ 982,721	$ 1,000,040	$ (17,319)	-1.7%
Fringe Benefits	454,220						454,220	469,480	(15,260)	-3.3%
Total Administration - Personnel	1,436,941	-	-	-	-	-	1,436,941	1,469,520	(32,579)	-2.2%
Administration - Other (List)										
See attached F-4a	1,347,881						1,347,881	1,239,274	108,607	8.8%
N/A							-	-	-	#DIV/0!
N/A							-	-	-	#DIV/0!
N/A							-	-	-	#DIV/0!
Miscellaneous Administration*							-	-	-	#DIV/0!
Total Administration - Other	1,347,881	-	-	-	-	-	1,347,881	1,239,274	108,607	8.8%
Total Administration	2,784,822	-	-	-	-	-	2,784,822	2,708,794	76,028	2.8%
Cost of Providing Services - Personnel										
Salary & Wages	1,921,150						1,921,150	1,874,360	46,790	2.5%
Fringe Benefits	887,980						887,980	808,520	79,460	9.8%
Total COPS - Personnel	2,809,130	-	-	-	-	-	2,809,130	2,682,880	126,250	4.7%
Cost of Providing Services - Other (List)										
See attached F-4a	2,386,460						2,386,460	2,523,075	(136,615)	-5.4%
N/A							-	-	-	#DIV/0!
N/A							-	-	-	#DIV/0!
N/A							-	-	-	#DIV/0!
Miscellaneous COPS*							-	-	-	#DIV/0!
Total COPS - Other	2,386,460	-	-	-	-	-	2,386,460	2,523,075	(136,615)	-5.4%
Total Cost of Providing Services	5,195,590	-	-	-	-	-	5,195,590	5,205,955	(10,365)	-0.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,022,100	-	-	-	-	-	1,022,100	981,450	40,650	4.1%
Total Operating Appropriations	9,002,512	-	-	-	-	-	9,002,512	8,896,199	106,313	1.2%
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt	258,600	-	-	-	-	-	258,600	201,760	56,840	28.2%
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve	200,000						200,000	200,000	-	0.0%
Municipality/County Appropriation							-	-	-	#DIV/0!
Other Reserves	250,000						250,000	250,000	-	0.0%
Total Non-Operating Appropriations	708,600	-	-	-	-	-	708,600	651,760	56,840	8.7%
TOTAL APPROPRIATIONS	9,711,112	-	-	-	-	-	9,711,112	9,547,959	163,153	1.7%
ACCUMULATED DEFICIT							-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	9,711,112	-	-	-	-	-	9,711,112	9,547,959	163,153	1.7%
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation	-	-	-	-	-	-	-	-	-	#DIV/0!
Other	116,961						116,961	300,000	(183,039)	-61.0%
Total Unrestricted Net Position Utilized	116,961	-	-	-	-	-	116,961	300,000	(183,039)	-61.0%
TOTAL NET APPROPRIATIONS	$ 9,594,151	$ -	$ -	$ -	$ -	$ -	$ 9,594,151	$ 9,247,959	$ 346,192	3.7%

* 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	$ 450,125.60	$ -	$ -	$ -	$ -	$ -	$ 450,125.60

2018 Appropriations Schedule

Rockaway Valley Regional Sewerage Authority

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

	Proposed Budget						
	Sewer	**N/A**	**N/A**	**N/A**	**N/A**	**N/A**	**Total All Operations**
OPERATING APPROPRIATIONS							
Administration - Other							
Administrative Department:							
Professional Services	643,000						$ 643,000
Seminar/ Conference/ Travel	20,000						20,000
Dues and Membership	8,350						8,350
Miscellaneous-Fire Men Agreement	2,000						2,000
Uniform	500						500
JIF Insurance	208,000						208,000
Trustee Fees	45,550						45,550
Administrative Department- Safety							
Professional Services	4,080						4,080
Seminar/ Conference/ Travel	1,500						1,500
Dues and Membership	400						400
Miscellaneous	700						700
Uniform	500						500
Finance Department							
Professional Services	62,000						62,000
Seminar/ Conference/ Travel	6,700						6,700
Dues and Membership	400						400
Miscellaneous	1,500						1,500
Uniform	500						500
Engineering Department							
Professional Services	258,100						258,100
Seminar/ Conference/ Travel	3,000						3,000
Dues and Membership	425						425
Miscellaneous	500						500
Uniform	500						500
Engineering Department- IPP							
Seminar/ Conference/ Travel	3,000						3,000
Dues and Membership	600						600
Uniform	1,050						1,050
Engineering Department- Electric							
Seminar/ Conference/ Travel	500						500
Dues and Membership	171						171
Uniform	655						655
Laboratory Department							
Seminar/ Conference/ Travel	2,000						2,000
Dues and Membership	350						350
Uniform	500						500
Operation Department							
Seminar/ Conference/ Travel	10,000						10,000
Dues and Membership	2,100						2,100
Uniform	55,600						55,600
Trunkline Department							
Seminar/ Conference/ Travel	2,500						2,500
Dues and Membership	150						150
Uniform	500						500
Total Administration - Other	1,347,881	-	-	-	-	-	1,347,881

2018 Appropriations Schedule

Rockaway Valley Regional Sewerage Authority

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

	Proposed Budget						
	Sewer	**N/A**	**N/A**	**N/A**	**N/A**	**N/A**	**Total All Operations**
OPERATING APPROPRIATIONS							
Cost of Providing Services - Other							
Administrative Department:							
Material & Supplies	45,800						45,800
Maintenance Equipment	3,750						3,750
Security	6,000						6,000
Utilities	422,280						422,280
NJPDES Permits	69,130						69,130
Administrative Department- Safety							-
Material & Supplies	3,000						3,000
Maintenance Equipment	3,500						3,500
Finance Department							-
Material & Supplies	1,500						1,500
Maintenance Equipment	-						-
Engineering Department							-
Material & Supplies	500						500
Engineering Department- IPP							-
Professional Services	63,000						63,000
Material & Supplies	2,000						2,000
Maintenance Equipment							-
Engineering Department- Electric							-
Professional Services	-						-
Material & Supplies	25,000						25,000
Maintenance Equipment	89,500						89,500
Miscellaneous	-						-
Laboratory Department							-
Professional Services	22,000						22,000
Material & Supplies	29,000						29,000
Maintenance Equipment	10,000						10,000
Miscellaneous	1,500						1,500
Operation Department							-
Professional Services	-						-
Material & Supplies	1,099,000						1,099,000
Maintenance Equipment	205,000						205,000
Miscellaneous	1,500						1,500
Trunkline Department							-
Professional Services	90,000						90,000
Material & Supplies	117,500						117,500
Maintenance Equipment	76,000						76,000
Total COPS - Other	2,386,460	-	-	-	-	-	2,386,460

Prior Year Adopted Appropriations Schedule

Rockaway Valley Regional Sewerage Authority

	FY 2017 Adopted Budget						
	Sewer	**N/A**	**N/A**	**N/A**	**N/A**	**N/A**	**Total All Operations**
OPERATING APPROPRIATIONS							
Administration - Personnel							
Salary & Wages	$ 1,000,040						$ 1,000,040
Fringe Benefits	469,480						469,480
Total Administration - Personnel	1,469,520	-	-	-	-	-	1,469,520
Administration - Other (List)							
See attached F-5a	1,239,274						1,239,274
N/A							-
N/A							-
N/A							-
Miscellaneous Administration*							-
Total Administration - Other	1,239,274	-	-	-	-	-	1,239,274
Total Administration	2,708,794	-	-	-	-	-	2,708,794
Cost of Providing Services - Personnel							
Salary & Wages	1,874,360						1,874,360
Fringe Benefits	808,520						808,520
Total COPS - Personnel	2,682,880	-	-	-	-	-	2,682,880
Cost of Providing Services - Other (List)							
See attached F-5a	2,523,075						2,523,075
N/A							-
N/A							-
N/A							-
Miscellaneous COPS*							-
Total COPS - Other	2,523,075	-	-	-	-	-	2,523,075
Total Cost of Providing Services	5,205,955	-	-	-	-	-	5,205,955
Total Principal Payments on Debt Service in Lieu of Depreciation	981,450	-	-	-	-	-	981,450
Total Operating Appropriations	8,896,199	-	-	-	-	-	8,896,199
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	201,760	-	-	-	-	-	201,760
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	200,000						200,000
Municipality/County Appropriation							-
Other Reserves	250,000						250,000
Total Non-Operating Appropriations	651,760	-	-	-	-	-	651,760
TOTAL APPROPRIATIONS	9,547,959	-	-	-	-	-	9,547,959
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	9,547,959	-	-	-	-	-	9,547,959
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other	300,000						300,000
Total Unrestricted Net Position Utilized	300,000	-	-	-	-	-	300,000
TOTAL NET APPROPRIATIONS	$ 9,247,959	$ -	$ -	$ -	$ -	$ -	$ 9,247,959

* 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	$ 444,809.95	$ -	$ -	$ -	$ -	$ -	$ 444,809.95

Prior Year Adopted Appropriations Schedule

Rockaway Valley Regional Sewerage Authority

	FY 2017 Adopted Budget					
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
OPERATING APPROPRIATIONS							
Administration - Other							
Administrative Department:							
Professional Services	603,000						$ 603,000
Seminar/ Conference/ Travel	20,000						20,000
Dues and Membership	8,050						8,050
Miscellaneous-Fire Men Agreement	2,000						2,000
Uniform	500						500
JIF Insurance	190,272						190,272
Trustee Fees	36,235						36,235
Administrative Department- Safety							
Professional Services	4,000						4,000
Seminar/ Conference/ Travel	1,400						1,400
Dues and Membership	400						400
Miscellaneous	700						700
Uniform	500						500
Finance Department							
Professional Services	62,000						62,000
Seminar/ Conference/ Travel	6,700						6,700
Dues and Membership	400						400
Miscellaneous	1,500						1,500
Uniform	500						500
Engineering Department							
Professional Services	245,000						245,000
Seminar/ Conference/ Travel	1,500						1,500
Dues and Membership	425						425
Miscellaneous	500						500
Uniform	500						500
Engineering Department- IPP							
Seminar/ Conference/ Travel	3,000						3,000
Dues and Membership	500						500
Uniform	1,000						1,000
Engineering Department- Electric							
Seminar/ Conference/ Travel	500						500
Dues and Membership	101						101
Uniform	655						655
Laboratory Department							
Seminar/ Conference/ Travel	2,000						2,000
Dues and Membership	350						350
Uniform	500						500
Operation Department							
Seminar/ Conference/ Travel	10,000						10,000
Dues and Membership	1,236						1,236
Uniform	30,000						30,000
Trunkline Department							
Seminar/ Conference/ Travel	2,500						2,500
Dues and Membership	350						350
Uniform	500						500
Total Administration - Other	1,239,274	-	-	-	-	-	1,239,274

Prior Year Adopted Appropriations Schedule

Rockaway Valley Regional Sewerage Authority

	FY 2017 Adopted Budget						
	Sewer	**N/A**	**N/A**	**N/A**	**N/A**	**N/A**	**Total All Operations**
OPERATING APPROPRIATIONS							
Cost of Providing Services - Other							
Administrative Department:							
Material & Supplies	48,000						48,000
Maintenance Equipment	3,300						3,300
Security	6,000						6,000
Utilities	399,100						399,100
NJPDES Permits	62,099						62,099
Administrative Department- Safety							-
Material & Supplies	8,000						8,000
Maintenance Equipment	3,500						3,500
Finance Department							-
Material & Supplies	1,500						1,500
Maintenance Equipment							-
Engineering Department							-
Material & Supplies	500						500
Engineering Department- IPP							-
Professional Services	50,000						50,000
Material & Supplies	2,500						2,500
Maintenance Equipment							-
Engineering Department- Electric							-
Professional Services							-
Material & Supplies	28,500						28,500
Maintenance Equipment	87,000						87,000
Miscellaneous							-
Laboratory Department							-
Professional Services	20,000						20,000
Material & Supplies	28,000						28,000
Maintenance Equipment	10,000						10,000
Miscellaneous	2,000						2,000
Operation Department							-
Professional Services	5,100						5,100
Material & Supplies	1,247,976						1,247,976
Maintenance Equipment	225,000						225,000
Miscellaneous	1,500						1,500
Trunkline Department							-
Professional Services	88,500						88,500
Material & Supplies	115,000						115,000
Maintenance Equipment	80,000						80,000
Total COPS - Other	2,523,075	-	-	-	-	-	2,523,075

Debt Service Schedule - Principal

Rockaway Valley Regional Sewerage Authority

If Authority has no debt X this box [ ]

	Fiscal Year Ending in								
	Adopted Budget Year 2017	Proposed Budget Year 2018	2019	2020	2021	2022	2023	Thereafter	Total Principal Outstanding
Sewer									
See attached F-6a	$ 981,450	$ 1,022,100	$ 7,075,362	$ 866,719	$ 884,963	$ 600,019	$ 554,280	$ 3,494,389	$ 14,497,832
N/A									-
N/A									-
N/A									-
Total Principal	981,450	1,022,100	7,075,362	866,719	884,963	600,019	554,280	3,494,389	14,497,832
N/A									
N/A									-
N/A									-
N/A									-
N/A									-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
N/A									-
N/A									-
N/A									-
N/A									-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
N/A									-
N/A									-
N/A									-
N/A									-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
N/A									-
N/A									-
N/A									-
N/A									-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
N/A									-
N/A									-
N/A									-
N/A									-
Total Principal	-	-	-	-	-	-	-	-	-
TOTAL PRINCIPAL ALL OPERATIONS	$ 981,450	$ 1,022,100	$ 7,075,362	$ 866,719	$ 884,963	$ 600,019	$ 554,280	$ 3,494,389	$ 14,497,832

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

	Moody's	*Fitch*	*Standard & Poors*
Bond Rating	N/A	N/A	N/A
Year of Last Rating	N/A	N/A	N/A

5 Year Debt Service Schedule - Principal

Rockaway Valley Regional Sewerage Authority

		Fiscal Year Beginning in						
	Current Year (2017)	**2018**	**2019**	**2020**	**2021**	**2022**	**2023**	**Thereafter**	**Total Principal Outstanding**
Sewer									
NJEIT 2007 Series B	$ 360,170	$ 361,746	$ 359,540	$ 362,439	$ 361,683	$ 60,739	$ -	$ -	$ 1,506,147
NJEIT 2010 Series A	107,924	107,924	107,924	107,924	107,924	107,924	107,924	647,540	1,295,084
NJEIT 2010 Series B	30,000	35,000	35,000	35,000	40,000	40,000	40,000	280,000	505,000
NJEIT 2012 Series A	60,000	65,000	70,000	70,000	75,000	80,000	85,000	805,000	1,250,000
NJEIT 2012 Series B	87,356	87,356	87,356	87,356	87,356	87,356	87,356	698,849	1,222,985
NJEIT 2015 Series A	174,000	185,000	192,000	204,000	213,000	224,000	234,000	1,063,000	2,315,000
Temporary Financing*	162,000	180,074	6,223,542	-	-	-		-	6,403,616
Total Principal	981,450	1,022,100	7,075,362	866,719	884,963	600,019	554,280	3,494,389	14,497,832

* The NJEIT has issued temporary financing for construction costs related to the Jersey City Trunkline Rehabiliation project. Although repayment schedules have not been issued for this financing, the Authority has anticipated a $180,074 principal repayment in the 2018 budget. The Authority anticipates permanent financing of this debt in the 2018 fiscal year.

Debt Service Schedule - Interest

Rockaway Valley Regional Sewerage Authority

If Authority has no debt X this box [ ]

	Adopted Budget Year 2017	Proposed Budget Year 2018	Fiscal Year Ending in 2019	2020	2021	2022	2023	Thereafter	Total Interest Payments Outstanding
Sewer									
NJEIT 2010 Series A	$ 21,150	$ 19,546	$ 18,525	$ 17,125	$ 15,375	$ 14,175	$ 12,575	$ 39,325	$ 136,646
NJEIT 2012 Series A	54,276	51,172	49,276	45,776	42,276	38,526	34,526	128,428	389,980
NJEIT 2015 Series A	126,334	117,833	106,500	96,900	86,700	76,050	64,850	136,150	684,983
Temporary Financing (See note on F-6a)		70,049							70,049
Total Interest Payments	201,760	258,600	174,301	159,801	144,351	128,751	111,951	303,903	1,281,658
N/A									
N/A									-
N/A									-
N/A									-
N/A									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
N/A									-
N/A									-
N/A									-
N/A									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
N/A									-
N/A									-
N/A									-
N/A									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
N/A									-
N/A									-
N/A									-
N/A									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
N/A									-
N/A									-
N/A									-
N/A									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
TOTAL INTEREST ALL OPERATIONS	$ 201,760	$ 258,600	$ 174,301	$ 159,801	$ 144,351	$ 128,751	$ 111,951	$ 303,903	$ 1,281,658

Net Position Reconciliation

Rockaway Valley Regional Sewerage Authority

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

	FY 2018 Proposed Budget						
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)	$ 36,291,760						$ 36,291,760
Less: Invested in Capital Assets, Net of Related Debt (1)	37,462,967						37,462,967
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)	143,873						143,873
Total Unrestricted Net Position (1)	(1,315,080)	-	-	-	-	-	(1,315,080)
Less: Designated for Non-Operating Improvements & Repairs	1,251,974						1,251,974
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution	868,702						868,702
Plus: Accrued Unfunded Pension Liability (1)	6,384,858						6,384,858
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							-
Plus: Estimated Income (Loss) on Current Year Operations (2)							-
Plus: Other Adjustments (attach schedule)	370,000						370,000
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	3,319,102	-	-	-	-	-	3,319,102
Unrestricted Net Position Utilized to Balance Proposed Budget	116,961	-	-	-	-	-	116,961
Unrestricted Net Position Utilized in Proposed Capital Budget	2,064,000	-	-	-	-	-	2,064,000
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	2,180,961	-	-	-	-	-	2,180,961
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR Last issued Audit Report (4)	$ 1,138,141	$ -	$ -	$ -	$ -	$ -	$ 1,138,141

(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	$ 450,126	$ -	$ -	$ -	$ -	$ -	$ 450,126

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

Net Position Reconciliation

Rockaway Valley Regional Sewerage Authority

OTHER ADJUSTMENTS:

The Authority plans to transfer $370,000 from their Unrestricted Net Position, Designated for Renewal and Replacement to Unrestricted Net Position, Undesignated for the purpose of funding capital projects in the FY2018 Budget.

2018 ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY CAPITAL BUDGET/ PROGRAM

2018 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JAN. 1, 2018 **TO:** DEC. 31, 2018

[X] It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Rockaway Valley Regional Sewerage Authority, on the 12th day of October, 2017.

OR

[ ] It is hereby certified that the governing body of the Rockaway Valley Regional Sewerage Authority have elected **NOT** to adopt a Capital Budget /Program for the aforesaid fiscal year, pursuant to N.J.A.C. 5:31-2.2 for the following reason(s):

_____

_____

_____

Officer's Signature:			
Name:	B.K. SANDY THAI		
Title:	CHIEF FINANCIAL OFFICER		
Address:	RD 1, 99 GREENBANK ROAD BOONTON, NJ 07005		
Phone Number:	973-263-1555	Fax Number:	973-263-9068
E-mail address	SANDY@RVRSA.ORG		

2018 CAPITAL BUDGET/PROGRAM MESSAGE

Rockaway Valley Regional Sewerage Authority

FISCAL YEAR: FROM: JAN. 1, 2018 **TO:** DEC. 31, 2018

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

   YES.

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

   THE AUTHORITY EVALUATES ITS CAPITAL NEEDS ON AN ANNUAL BASIS.

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

   YES. THE AUTHORITY DID A CLEAN WATER NEEDS ANALYSIS.

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

   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.

   NOT APPLICABLE.

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.

   NOT APPLICABLE.

Add additional sheets if necessary.

Proposed Capital Budget

Rockaway Valley Regional Sewerage Authority

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

	Estimated Total Cost	*Funding Sources* Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Sewer						
See attached CB-3a	$ 19,122,000	$2,064,000	$0	$17,058,000		
N/A	-					
N/A	-					
N/A	-					
Total	19,122,000	2,064,000	-	17,058,000	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	$ 19,122,000	$ 2,064,000	$ -	$ 17,058,000	$ -	$ -

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

2015 Proposed Capital Budget

Rockaway Valley Regional Sewerage Authority
For the Period January 1, 2018 to December 31, 2018

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources: Capital Replacement Fund
Sewer						
Administrative Capital Projects						
Computer Plotter& Software	20,000	20,000				
File Cabinet/ Furniture	10,000	10,000				
Security Surveillance	3,000	3,000				
Miscellaneous	8,000	8,000				
Fireman Home Access Agreement	20,000	20,000				
Engineering Capital Projects						
Odor Control Equipments	160,000	160,000				
Infrastructure Upgrade	120,000	120,000				
Electrical Breakers	16,000	16,000				
Building Misc. Upgrade	29,000	29,000				
Computer Plotter& Software	4,000	4,000				
Filtration, P Removal (Contract 41)	300,000	300,000				
Asset Management	20,000	20,000				
Dog House for Water	30,000	30,000				
Boonton Interceptor Relining	370,000	370,000				
IPP Equipment	3,500	3,500				
Laboratory Capital Projects						
Laboratory Equipment	14,000	14,000				
Operation Capital Projects						
Oxidation Equipment	32,000	32,000				
Vehicles	175,000	175,000				
Miscellaneous Equipment	130,000	130,000				
Grit Conveyor	387,000	387,000				
Trunkline Capital Projects						
Trunkline Equipment	87,500	87,500				
Meter Chamber Misc Equip	125,000	125,000				
Environmental Infrastructure Trust Prog-Debt Authorized						
NJEIT-Debt Authorized, Interceptor	1,063,000			1,063,000		
NJEIT Debt Authorized Jersey City Trunk Sewer Rehab	95,000			95,000		
NJEIT Debt Authorized Final Clarifiers D & C	5,000,000			5,000,000		
NJEIT Debt Authorized Phosphorous	7,100,000			7,100,000		
NJEIT Debt Authorized Boonton Interceptor	3,800,000			3,800,000		
Total	$19,122,000	$2,064,000	$0	$17,058,000	$0	$0

5 Year Capital Improvement Plan

Rockaway Valley Regional Sewerage Authority

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

	Estimated Total Cost	Current Budget Year 2018	Fiscal Year Beginning in 2019	2020	2021	2022	2023
Sewer							
See attached CB-3a	$ 19,122,000	$ 19,122,000					
N/A	-	-					
N/A	-	-					
N/A	-	-					
Total	19,122,000	19,122,000	-	-	-	-	-
N/A							
N/A	-	-					
N/A	-	-					
N/A	-	-					
N/A	-	-					
Total	-	-	-	-	-	-	-
N/A							
N/A	-	-					
N/A	-	-					
N/A	-	-					
N/A	-	-					
Total	-	-	-	-	-	-	-
N/A							
N/A	-	-					
N/A	-	-					
N/A	-	-					
N/A	-	-					
Total	-	-	-	-	-	-	-
N/A							
N/A	-	-					
N/A	-	-					
N/A	-	-					
N/A	-	-					
Total	-	-	-	-	-	-	-
N/A							
N/A	-	-					
N/A	-	-					
N/A	-	-					
N/A	-	-					
Total	-	-	-	-	-	-	-
TOTAL	$ 19,122,000	$ 19,122,000	$ -	$ -	$ -	$ -	$ -

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

5 Year Capital Improvement Plan Funding Sources

Rockaway Valley Regional Sewerage Authority

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

	Estimated Total Cost	*Funding Sources* Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Sewer						
See attached CB-3a	$ 19,122,000	$2,064,000	$0	$17,058,000		
N/A	-					
N/A	-					
N/A	-					
Total	19,122,000	2,064,000	-	17,058,000	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
N/A						
N/A	-					
N/A	-					
N/A	-					
N/A	-					
Total	-	-	-	-	-	-
TOTAL	$ 19,122,000	$ 2,064,000	$ -	$17,058,000	$ -	$ -
Total 5 Year Plan per CB-4	$ 19,122,000					
Balance check	-					

If amount is other than zero, verify that projects listed above match projects listed on CB-4.

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