

2016

RIVERSIDE SEWERAGE
Authority Budget

Riversidetwp.org/water.html

(Authority Web Address)

Department Of



**Community
Affairs**

Division of Local Government Services

2016 AUTHORITY BUDGET

Certification Section

2016

**RIVERSIDE SEWERAGE
AUTHORITY BUDGET**

FISCAL YEAR: FROM JANUARY 1, 2016 TO DECEMBER 31, 2016

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

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

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

By: _____ Date: _____

2016 PREPARER'S CERTIFICATION

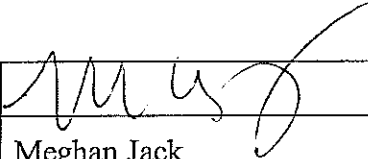
RIVERSIDE SEWERAGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

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:	Meghan Jack		
Title:	Assistant Treasurer		
Address:	237S. Pavilion Ave. Riverside, NJ 08075		
Phone Number:	856.461.1460	Fax Number:	856.461.3260
E-mail address	mjack@riversidetwp.org		

2016 APPROVAL CERTIFICATION

RIVERSIDE SEWERAGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

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 Riverside Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 19th day of October, 2015.

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:	<i>Susan M Dydek RMC</i>		
Name:	Susan Dydek		
Title:	Secretary		
Address:	237 South Pavilion Ave. Riverside, NJ 08075		
Phone Number:	856.461.1460	Fax Number:	856.461.1854
E-mail address	sdydek@riversidetwp.org		

INTERNET WEBSITE CERTIFICATION

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

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

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

Name of Officer Certifying compliance

Meghan Jaeh

Title of Officer Certifying compliance

Treasurer

Signature

[Handwritten Signature]

2016 AUTHORITY BUDGET RESOLUTION RIVERSIDE SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, TO: DECEMBER
2016 31, 2016

WHEREAS, the Annual Budget and Capital Budget for the Riverside Sewerage Authority for the fiscal year beginning, January 1, 2016 and ending, December 31, 2016 has been presented before the governing body of the Pemberton Township Municipal Utilities Authority at its open public meeting of October 9, 2015; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$3,293,700, Total Appropriations, including any Accumulated Deficit if any, of \$3,910,950 and Total Unrestricted Net Position utilized of \$617,250; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$500,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$-0-; and

WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Riverside Sewerage Authority, at an open public meeting held on October 19, 2015 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Riverside Sewerage Authority for the fiscal year beginning, January 1, 2016 and ending, December 31, 2016 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the governing body of the Riverside Sewerage Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 9, 2015.

Susan M. Dydek
(Secretary's Signature)

10-19-15
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Richard Horton	X			
Robert Van Meter	X			
George Conard, Sr.	1st			
Gary Haman	and			
Ronald Mingin	X			

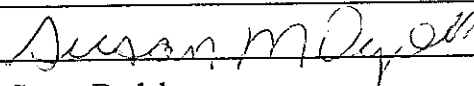
2016 ADOPTION CERTIFICATION

RIVERSIDE SEWERAGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

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 Riverside Sewerage Authority, pursuant to N.J.A.C. 5:31-2.3, on the 19th day of, December, 2015.

Officer's Signature:			
Name:	Susan Dydek		
Title:	Secretary		
Address:	237 S. Pavilion Ave. Riverside, NJ 08075		
Phone Number:	856.461.1460	Fax Number:	856.461.1854
E-mail address	sdydek@riversidetwp.org		

2016 ADOPTED BUDGET RESOLUTION

RIVERSIDE SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, TO: DECEMBER
2016 31, 2016

WHEREAS, the Annual Budget and Capital Budget/Program for the Riverside Sewerage Authority for the fiscal year beginning January 1, 2016 and ending, December 31, 2016 has been presented for adoption before the governing body of the Riverside Sewerage Authority at its open public meeting of November 9, 2015; 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 \$3,293,700, Total Appropriations, including any Accumulated Deficit, if any, of \$3,910,950 and Total Unrestricted Net Position utilized of \$617,250; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$500,000 and Total Unrestricted Net Position planned to be utilized of \$-0-; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Riverside Sewerage Authority, at an open public meeting held on November 9, 2015 that the Annual Budget and Capital Budget/Program of the Riverside Sewerage Authority for the fiscal year beginning, January 1, 2016 and, ending, December 31, 2016 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

(Secretary's Signature)

(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Richard Horton				
Robert Van Meter				
George Conard, Sr.				
Gary Haman				
Ronald Mingin				

2016 AUTHORITY BUDGET

Narrative and Information Section

2016 AUTHORITY BUDGET MESSAGE & ANALYSIS RIVERSIDE SEWERAGE

AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, TO: DECEMBER
2016 31, 2016

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

1. Complete a brief statement on the 2016 proposed Annual Budget and make comparison to the 2015 adopted budget for each operation. Explain any variances over +/-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 anticipates that the proposed budget provides adequate funding for its 2016 operations. Fringe benefits for both Administrative and Cost of Providing Service has increased due to increasing costs for health benefits and pension. Utilities expense increased due to anticipated electric cost increase. Debt service interest expense increased due anticipated interest rate increases.

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% from the current year adopted budget.

The proposed 2016 budget will not have an impact on current user fees or customer charges. The Authority will continue to monitor its spending and revenues to determine possible future rate increases.

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 township has experienced little growth during the last few years and this is expected to continue over the next several years as there are no major projects that have Planning Board approval at this time. Existing facilities are currently being reviewed to determine what changes will be required to meet current and future requirements.

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.

N/A

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.).

The Authority will transfer \$77,105 for unspent restricted cash and \$21,488 for loaned monies for a total of \$98,593 per the shared service agreement to Riverside Township.

6. The proposed budget must not reflect an anticipated deficit from 2016 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.

N/A

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

See attached rate schedule

8. Attach a copy of the Authority's most recent Annual Operating Data submission to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) under the Authority's Continuing Disclosure Agreements for any debt issuances outstanding. Examples of Annual Operating Data may include sewer and water billings; parking rents and collections; number of customers; number of available parking spaces; etc. See Local Finance Notice 2014-9 for more information.

Range: First to Last Include Service Type: Sewer: Y

Bill Code	Description	Adjustment Due Date	Calc Interest	Default Pay Code	Disable Code	Maintenance Calc
Service Type	Calc Type	Grace Days	Separate Charge	Combine with Bill Code	Maintenance Fee	Flat/Minimum Calc
Revenue Accounts						
DSC	DIS SENIOR DISCOUNT	Period Due Date	Y		N	Per Unit
Sewer	Flat	0	N			0.00 Per Unit
	Flat Fee:	15.000000				
NSF	RETURNED CK FEE	Period Due Date	N	S02	N	Per Unit
Sewer	Flat	0	Y			0.00 Per Unit
	Flat Fee:	20.000000				
S01	RESIDENTIAL	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round	Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor		
	1. 100.00	12.00	4.250000	1.00		
	2. 0.00	30.00	0.000000	0.00		
S02	COMMERCIAL 5/8	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round	Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor		
	1. 172.00	12.00	4.250000	1.00		
	2. 0.00	20.00	5.250000	1.00		
	3. 0.00	30.00	6.250000	1.00		
	4. 0.00	40.00	7.250000	1.00		
S03	COMMERCIAL 3/4 - 1	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round	Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor		
	1. 342.00	12.00	4.250000	1.00		
	2. 0.00	20.00	5.250000	1.00		
	3. 0.00	30.00	6.250000	1.00		
	4. 0.00	40.00	7.250000	1.00		
S04	COMMERCIAL 1.5 - 2	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round	Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor		
	1. 571.00	12.00	4.250000	1.00		
	2. 0.00	20.00	5.250000	1.00		
	3. 0.00	30.00	6.250000	1.00		
	4. 0.00	40.00	7.250000	1.00		
S06	1 RES. 1 COMM.	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round	Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor		
	1. 272.00	24.00	5.250000	1.00		
	2. 0.00	30.00	6.250000	1.00		
	3. 0.00	40.00	7.250000	1.00		

Bill Code	Description	Adjustment Due Date	Calc Interest	Default Pay Code	Disable Code	Maintenance Calc
Service Type	Calc Type	Grace Days	Separate Charge	Combine with Bill Code	Maintenance Fee	Flat/Minimum Calc
Revenue Accounts						
S07	1 RES. 2 COMM	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round	Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor		
	1. 444.00	36.00	6.250000	1.00		
	2. 0.00	40.00	7.250000	1.00		
S08	3 RES. 1 COMM	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round	Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor		
	1. 472.00	48.00	7.250000	1.00		
S09	1 COMM. 5 1/2 UNITS	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round	Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor		
	1. 422.00	42.00	7.250000	1.00		
S11	IND. A. 5/8 1 UNIT	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round	Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor		
	1. 285.00	12.00	4.250000	1.00		
	2. 0.00	20.00	5.250000	1.00		
	3. 0.00	30.00	6.250000	1.00		
	4. 0.00	40.00	7.250000	1.00		
S12	IND. B 1.5 MTR	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round	Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor		
	1. 1,141.00	12.00	4.250000	1.00		
	2. 0.00	20.00	5.250000	1.00		
	3. 0.00	30.00	6.250000	1.00		
	4. 0.00	40.00	7.250000	1.00		
S15	1/2 UNIT	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round	Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor		
	1. 86.00	6.00	4.250000	1.00		
	2. 0.00	20.00	5.250000	1.00		
	3. 0.00	30.00	6.250000	1.00		
	4. 0.00	40.00	7.250000	1.00		
S16	1 COMM. 4 RES:	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round	Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor		
	1. 572.00	60.00	7.250000	1.00		

Bill Code	Description	Adjustment	Due Date	Calc Interest	Default Pay Code	Disable Code	Maintenance Calc
Service Type	Calc Type	Grace Days		Separate Charge	Combine with Bill Code	Maintenance Fee	Flat/Minimum Calc
Revenue Accounts							
S17	2 COMM. 3 RES.		Period Due Date	Y		N	Per Unit
Sewer	Rate Structure		0	N			0.00 Per Unit
	Round Usage: Do Not Round		Usage Unit Msre:		Allowance Calc: Per Unit		
	1. Minimum	Allowance	Rate	Factor			
	644.00	60.00	7.250000	1.00			
S21	5 RES. 1 COMM.		Period Due Date	Y		N	Per Unit
Sewer	Rate Structure		0	N			0.00 Per Unit
	Round Usage: Do Not Round		Usage Unit Msre:		Allowance Calc: Per Unit		
	1. Minimum	Allowance	Rate	Factor			
	672.00	72.00	7.250000	1.00			
S22	2 RES. 1 COMM.		Period Due Date	Y		N	Per Unit
Sewer	Rate Structure		0	N			0.00 Per Unit
	Round Usage: Do Not Round		Usage Unit Msre:		Allowance Calc: Per Unit		
	1. Minimum	Allowance	Rate	Factor			
	372.00	36.00	6.250000	1.00			
	2. 0.00	40.00	7.250000	1.00			
S24	5 RES. 2 COMM.		Period Due Date	Y		N	Per Unit
Sewer	Rate Structure		0	N			0.00 Per Unit
	Round Usage: Do Not Round		Usage Unit Msre:		Allowance Calc: Per Unit		
	1. Minimum	Allowance	Rate	Factor			
	844.00	84.00	7.250000	1.00			
S26	7 RES. 3 COMM.		Period Due Date	Y		N	Per Unit
Sewer	Rate Structure		0	N			0.00 Per Unit
	Round Usage: Do Not Round		Usage Unit Msre:		Allowance Calc: Per Unit		
	1. Minimum	Allowance	Rate	Factor			
	1,216.00	120.00	7.250000	1.00			
S27	1 COMM. 13 ROOMS		Period Due Date	Y		N	Per Unit
Sewer	Rate Structure		0	N			0.00 Per Unit
	Round Usage: Do Not Round		Usage Unit Msre:		Allowance Calc: Per Unit		
	1. Minimum	Allowance	Rate	Factor			
	1,136.00	90.00	7.250000	1.00			
S28	4 RES. 3 COMM.		Period Due Date	Y		N	Per Unit
Sewer	Rate Structure		0	N			0.00 Per Unit
	Round Usage: Do Not Round		Usage Unit Msre:		Allowance Calc: Per Unit		
	1. Minimum	Allowance	Rate	Factor			
	916.00	84.00	7.250000	1.00			
S50	RES. FLAT RATE 40%		Period Due Date	Y		N	Per Unit
Sewer	Flat		0	N			0.00 Per Unit
	Flat Fee: 60.000000						
S51	COMM. FLAT RATE 40%		Period Due Date	Y		N	Per Unit
Sewer	Flat		0	N			0.00 Per Unit
	Flat Fee: 103.200000						
S52	FLAT RES. 1 UNIT		Period Due Date	Y		N	Per Unit

Bill Code	Description	Adjustment Due Date	Calc Interest	Default Pay Code	Disable Code	Maintenance Calc
Service Type	Calc Type	Grace Days	Separate Charge	Combine with Bill Code	Maintenance Fee	Flat/Minimum Calc
Revenue Accounts						
Sewer	Flat	0	N			0.00 Per Unit
	Flat Fee: 92.000000					
S53	FLAT 1 COM: 1 RES:	Period Due Date	Y		N	Per Unit
Sewer	Flat	0	N			0.00 Per Unit
	Flat Fee: 150.000000					
S54	3 RES:	Period Due Date	Y		N	Per Unit
Sewer	Flat	0	N			0.00 Per Unit
	Flat Fee: 165.600000					
S55	2 COMM. 40%	Period Due Date	Y		N	Per Unit
Sewer	Flat	0	N			0.00 Per Unit
	Flat Fee: 206.400000					
S56	4 RES. UNITS 40%	Period Due Date	Y		N	Per Unit
Sewer	Flat	0	N			0.00 Per Unit
	Flat Fee: 240.000000					
S57	MTH BD OF ED.	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round					
		Usage Unit Msre:				Allowance Calc: Per Unit
	Minimum	Allowance	Rate			Factor
	1. 571.00	12.00	4.250000			1.00
	2. 0.00	20.00	5.250000			1.00
	3. 0.00	30.00	6.250000			1.00
	4. 0.00	40.00	7.250000			1.00
S58	MTH APTS BARB	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round					
		Usage Unit Msre:				Allowance Calc: Per Unit
	Minimum	Allowance	Rate			Factor
	1. 100.00	12.00	4.250000			1.00
	2. 0.00	30.00	0.000000			0.00
S59	MTH BARB	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round					
		Usage Unit Msre:				Allowance Calc: Per Unit
	Minimum	Allowance	Rate			Factor
	1. 100.00	12.00	4.250000			1.00
	2. 0.00	30.00	0.000000			0.00
S60	HOSP FIXED RATE	Period Due Date	Y		N	Per Unit
Sewer	Flat	0	N			0.00 Per Unit
	Flat Fee: 4,695.000000					
S61	SEAGUL LIGHTING FR	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
	Round Usage: Do Not Round					
		Usage Unit Msre:				Allowance Calc: Per Unit
	Minimum	Allowance	Rate			Factor
	1. 7,419.00	12.00	4.250000			1.00
	2. 0.00	20.00	5.250000			1.00

November 7, 2014
12:45 PM

TOWNSHIP OF RIVERSIDE
Bill Code Listing

Bill Code	Description	Adjustment	Due Date	Calc Interest	Default Pay Code	Disable Code	Maintenance Calc
Service Type	Calc Type	Grace Days		Separate Charge	Combine with Bill Code	Maintenance Fee	Flat/Minimum Calc
Revenue Accounts							
	3.	0.00	30.00	6.250000	1.00		
	4.	0.00	40.00	7.250000	1.00		
S62	WELLS		Period Due Date	Y		N	Per Unit
Sewer	Rate Structure		0	N			0.00 Per Unit
	Round Usage: Do Not Round		Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor			
	1.	172.00	12.00	4.250000	1.00		
	2.	0.00	20.00	5.250000	1.00		
	3.	0.00	30.00	6.250000	1.00		
	4.	0.00	40.00	7.250000	1.00		
S63	MTR READING FEE COM		Period Due Date	Y		N	Per Unit
Sewer	Flat		0	N			0.00 Per Unit
	Flat Fee: 15.000000						
S64	METER FEE RES.		Period Due Date	Y		N	Per Unit
Sewer	Flat		0	N			0.00 Per Unit
	Flat Fee: 10.000000						
S65	INDUS 40% REDUCTION		Period Due Date	N		N	Per Unit
Sewer	Flat		0	N			0.00 Per Unit
	Flat Fee: 171.000000						
S66	S/C DISQUALIFIED		Period Due Date	N		N	Per Unit
Sewer	Flat		0	N			0.00 Per Unit
	Flat Fee: 60.000000						
S67	MTH BD OF ED		Period Due Date	Y		N	Per Unit
Sewer	Rate Structure		0	N			0.00 Per Unit
	Round Usage: Do Not Round		Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor			
	1.	571.00	12.00	4.250000	1.00		
	2.	0.00	20.00	5.250000	1.00		
	3.	0.00	30.00	6.250000	1.00		
	4.	0.00	40.00	7.250000	1.00		
S68	8 RES & 1 COMM		Period Due Date	N		N	Per Unit
Sewer	Flat		0	N			0.00 Per Unit
	Flat Fee: 0.000000						
S69	MTH BD OF ED		Period Due Date	Y		N	Per Unit
Sewer	Rate Structure		0	N			0.00 Per Unit
	Round Usage: Do Not Round		Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor			
	1.	571.00	12.00	4.250000	1.00		
	2.	0.00	20.00	5.250000	1.00		
	3.	0.00	30.00	6.250000	1.00		
	4.	0.00	40.00	7.250000	1.00		
S70	40% RED-1 CM & 13 RM		Period Due Date	Y		N	Per Unit
Sewer	Flat		0	N			0.00 Per Unit

November 7, 2014
12:45 PM

TOWNSHIP OF RIVERSIDE
Bill Code Listing

Bill Code	Description	Adjustment Due Date	Calc Interest	Default Pay Code	Disable Code	Maintenance Calc
Service Type	Calc Type	Grace Days	Separate Charge	Combine with Bill Code	Maintenance Fee	Flat/Minimum Calc
Revenue Accounts						
Flat Fee: 681.600000						
S71	2 RES-40% REDUCTION	Period Due Date	Y		N	Per Unit
Sewer	Flat	0	N			0.00 Per Unit
Flat Fee: 120.000000						
S72	2 APTS,1 COMM & 6 RM	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
Round Usage: Do Not Round		Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor		
1.	817.14	108.00	7.250000	1.00		
S73	11 ROOMS	Period Due Date	Y		N	Per Unit
Sewer	Rate Structure	0	N			0.00 Per Unit
Round Usage: Do Not Round		Usage Unit Msre:		Allowance Calc: Per Unit		
	Minimum	Allowance	Rate	Factor		
1.	816.00	132.00	4.250000	1.00		
S74	COMM 3/4-1.40% REDUC	Period Due Date	Y		N	Per Unit
Sewer	Flat	0	N			0.00 Per Unit
Flat Fee: 205.200000						
ZZ5	OPENING BALANCE	Period Due Date	Y		N	Per Unit
Sewer	Flat	0	N			0.00 Per Unit
Flat Fee: 0.000000						
Total Bill Codes: 47						

AUTHORITY CONTACT INFORMATION

2016

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

Name of Authority:	RIVERSIDE SEWERAGE AUTHORITY		
Federal ID Number:	216001425		
Address:	237 S. Pavilion Ave.		
City, State, Zip:	Riverside	NJ	08075
Phone: (ext.)	856.461.1460	Fax:	856.461.1854

Preparer's Name:	Brent W. Lee		
Preparer's Address:	3008 New Albany Rd		
City, State, Zip:	Cinnaminson	NJ	08077
Phone: (ext.)	609.456.8804	Fax:	
E-mail:	Brentlee1963@yahoo.com		

Chief Executive Officer:	Vacant		
Phone: (ext.)		Fax:	
E-mail:			

Assistant Treasurer:	Meghan Jack		
Phone: (ext.)	856.461.1460	Fax:	856.461.3260
E-mail:	mjack@riversidetwp.org		

Name of Auditor:	Brent W. Lee		
Name of Firm:	Brent W. Lee & Co., LLC		
Address:	3008 New Albany Rd		
City, State, Zip:	Cinnaminson	NJ	08077
Phone: (ext.)	609.456.8804	Fax:	
E-mail:	Brentlee1963@yahoo.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

RIVERSIDE SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

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

- 1) Provide the number of individuals employed in calendar year 2014 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 26
- 2) Provide the amount of total salaries and wages for calendar year 2014 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: \$802,271.98 (Box 5)
- 3) Provide the number of regular voting members of the governing body: 5
- 4) Provide the number of alternate voting members of the governing body: 2
- 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? Yes.
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required? Yes Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? No
- 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
- 8) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. No
- 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 narrative.*
- 10) Did the Authority pay for meals or catering during the current fiscal year? No
- 11) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4?
- 12) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
 - a. First class or charter travel No
 - b. Travel for companions No
 - c. Tax indemnification and gross-up payments No
 - d. Discretionary spending account No
 - e. Housing allowance or residence for personal use No
 - f. Payments for business use of personal residence No
 - g. Vehicle/auto allowance or vehicle for personal use No
 - h. Health or social club dues or initiation fees No
 - i. Personal services (i.e.: maid, chauffeur, chef) No

- 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
- 14) Did the Authority make any payments to current or former commissioners or employees for severance or termination? No.
- 15) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? No
- 16) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? N/A
- 17) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? No
- 18) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? No

Riverside Sewerage Authority
N-3 Supplement

5) The Assistant Superintendent (Jeffrey Conard) is the son of an Authority Member (George Conard).

10) The compensation for persons listed is determined by the members of the Authority during contract negotiations and/or annual budget proceedings. The Authority members do, from time to time, survey the compensation data for comparable positions in similarly sized entities. Periodic performance evaluations are done.

12) The Authority pays for the travel expenses of the members to the annual sewer and league of municipalities conferences. These expenses included the following this year:

a) Sewer Conference: \$75.00 advance travel payments for the five (5) members of the Sewerage Authority, totaling \$375.00, as well as \$4,400.34 in hotel accommodations for the duration of the conference.

b) League Conference: \$75.00 advance travel payments for the four (4) members of the Sewerage Authority, the Secretary and the Assistant Secretary, totaling \$450.00, as well as \$2,376.00 in hotel accommodations for the duration of the conference.

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

FISCAL YEAR: FROM: JANUARY 1, TO: DECEMBER
2016 31, 2016

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

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

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

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

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

- a) The individual received reportable compensation from the authority and other public entities in excess of \$150,000 for the most recent fiscal year completed; and
- b) The individual has responsibilities or influence over the authority as a whole or has power to control or determine 10% or more of the authority's capital expenditures or operating budget.

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

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

Reportable compensation: The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2016, the calendar year 2014 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2015, with 2014 being the most recent calendar year ended), and for fiscal years ending June 30, 2017, the calendar year 2015 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2016, with 2015 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)

RIVERSIDE SEWERAGE AUTHORITY
 For the period January 1, 2015 to December 31, 2015

Name	Title	Average Hours per Week Dedicated to Position	Position				Reportable Compensation from Authority (W-2/1099)				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 C	Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column C	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/ Suspend	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.)
1 Richard Horton	Chair	1 X	X													1,900	
2 Michael Chiacco	Member	1 X	X													1,700	
3 George Conrad	Member	1 X	X													1,700	
4 Gary Haman	Member	1 X	X													1,700	
5 Robert VanMeeter	Member	1 X	X													1,700	
6 Joseph Bader	Superintendent	40		X												106,258	
7 Jeffrey Conrad	Asst. Superintendent	40		X												85,291	
8 Joseph Dragotin	Labourer	40		X												79,576	
9 Cheryl Hardie	Clerk	37.5		X												68,720	
10 Jacqueline Dimler	Clerk	37.5		X												59,151	
11																	
12																	
13																	
14																	
15																	
Total:																	387,496

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: **1**

Schedule of Health Benefits - Detailed Cost Analysis

RIVERSIDE SEWERAGE AUTHORITY
 For the Period January 1, 2016 to December 31, 2016

	Annual Cost		# of Covered Members	Annual Cost per Employee	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Estimate					
Active Employees - Health Benefits - Annual Cost							
Single Coverage	3	\$ 12,750	3	\$ 11,542	\$ 34,626	\$ 3,624	10.5%
Parent & Child	0	-	0	-	-	-	-
Employee & Spouse (or Partner)	1	25,500	1	23,084	23,084	2,416	10.5%
Family	3	34,300	3	31,048	93,145	9,755	10.5%
Employee Cost Sharing Contribution (enter as negative -)							
Subtotal	7	166,650	7	150,855	150,855	15,795	10.5%
Commissioners - Health Benefits - Annual Cost							
Single Coverage							
Parent & Child							
Employee & Spouse (or Partner)							
Family							
Employee Cost Sharing Contribution (enter as negative -)							
Subtotal	0	-	0	-	-	-	-
Retirees - Health Benefits - Annual Cost							
Single Coverage							
Parent & Child							
Employee & Spouse (or Partner)							
Family							
Employee Cost Sharing Contribution (enter as negative -)							
Subtotal	0	-	0	-	-	-	-
GRAND TOTAL	7	\$ 166,650	7	\$ 150,855	\$ 15,795	\$ 15,795	10.5%

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

Yes
 Yes
 Yes

2016 AUTHORITY BUDGET

Financial Schedules Section

2016 Budget Summary

RIVERSIDE SEWERAGE AUTHORITY
 For the Period January 1, 2016 to December 31, 2016

	Proposed Budget					Total All Operations	Adopted Budget		All Operations	All Operations	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	SEWER	N/A	N/A	N/A	N/A		Total All Operations	Total All Operations				
REVENUES												
Total Operating Revenues	\$ 1,852,193	\$ -	\$ -	\$ -	\$ -	\$ 1,852,193	\$ 1,994,693	\$ (142,500)		-7.1%		
Total Non-Operating Revenues	32,200	-	-	-	-	32,200	35,000	(2,800)		-8.0%		
Total Anticipated Revenues	1,884,393	-	-	-	-	1,884,393	2,029,693	(145,300)		-7.2%		
APPROPRIATIONS												
Total Administration	475,940	-	-	-	-	475,940	462,940	13,000		2.8%		
Total Cost of Providing Services	1,218,000	-	-	-	-	1,218,000	1,121,405	96,595		8.6%		
Total Principal Payments on Debt Service in Lieu of Depreciation	91,149	-	-	-	-	91,149	91,149	-		0.0%		
Total Operating Appropriations	1,785,089	-	-	-	-	1,785,089	1,675,494	109,595		6.5%		
Total Interest Payments on Debt	11,979	-	-	-	-	11,979	9,050	2,929		32.4%		
Total Other Non-Operating Appropriations	185,918	-	-	-	-	185,918	345,149	(159,231)		-46.1%		
Total Non-Operating Appropriations	197,897	-	-	-	-	197,897	354,199	(156,302)		-44.1%		
Accumulated Deficit	-	-	-	-	-	-	-	-		-	-	
Total Appropriations and Accumulated Deficit	1,982,986	-	-	-	-	1,982,986	2,029,693	(46,707)		-2.3%		
Less: Total Unrestricted Net Position Utilized	98,593	-	-	-	-	98,593	-	98,593		#DIV/0!		
Net Total Appropriations	1,884,393	-	-	-	-	1,884,393	2,029,693	(145,300)		-7.2%		
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		#DIV/0!		

2016 Revenue Schedule

RIVERSIDE SEWERAGE AUTHORITY

For the Period January 1, 2016 to December 31, 2016

	<i>Proposed Budget</i>						<i>Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>	
	SEWER	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	
							Total All Operations	All Operations	All Operations	
OPERATING REVENUES										
<i>Service Charges</i>										
Residential	\$ 1,208,604						\$ 1,208,604	\$ 1,313,604	\$ (105,000)	-8.0%
Business/Commercial	245,263					245,263	269,263	(24,000)	-8.9%	
Industrial	118,326					118,326	130,326	(12,000)	-9.2%	
Intergovernmental	260,500					260,500	260,500	-	0.0%	
Other						-	-	-	#DIV/0!	
Total Service Charges	1,832,693					1,832,693	1,973,693	(141,000)	-7.1%	
<i>Connection Fees</i>										
Residential	6,500					6,500	7,000	(500)	-7.1%	
Business/Commercial	7,500					7,500	8,000	(500)	-6.3%	
Industrial						-	-	-	#DIV/0!	
Intergovernmental						-	-	-	#DIV/0!	
Other						-	-	-	#DIV/0!	
Total Connection Fees	14,000					14,000	15,000	(1,000)	-6.7%	
<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	5,500					5,500	6,000	(500)	-8.3%	
Other Revenue 2						-	-	-	#DIV/0!	
Other Revenue 3						-	-	-	#DIV/0!	
Other Revenue 4						-	-	-	#DIV/0!	
Total Other Revenue	5,500					5,500	6,000	(500)	-8.3%	
Total Operating Revenues	1,852,193					1,852,193	1,994,693	(142,500)	-7.1%	
NON-OPERATING REVENUES										
<i>Grants & Entitlements (List)</i>										
Grant #1						-	-	-	#DIV/0!	
Grant #2						-	-	-	#DIV/0!	
Grant #3						-	-	-	#DIV/0!	
Grant #4						-	-	-	#DIV/0!	
Total Grants & Entitlements						-	-	-	#DIV/0!	
<i>Local Subsidies & Donations (List)</i>										
Local Subsidy #1						-	-	-	#DIV/0!	
Local Subsidy #2						-	-	-	#DIV/0!	
Local Subsidy #3						-	-	-	#DIV/0!	
Local Subsidy #4						-	-	-	#DIV/0!	
Total Local Subsidies & Donations						-	-	-	#DIV/0!	
<i>Interest on Investments & Deposits</i>										
Investments	9,200					9,200	10,000	(800)	-8.0%	
Security Deposits						-	-	-	#DIV/0!	
Penalties	23,000					23,000	25,000	(2,000)	-8.0%	
Other Investments						-	-	-	#DIV/0!	
Total Interest	32,200					32,200	35,000	(2,800)	-8.0%	
<i>Other Non-Operating Revenues (List)</i>										
Other Non-Operating #1						-	-	-	#DIV/0!	
Other Non-Operating #2						-	-	-	#DIV/0!	
Other Non-Operating #3						-	-	-	#DIV/0!	
Other Non-Operating #4						-	-	-	#DIV/0!	
Total Non-Operating Revenues	32,200					32,200	35,000	(2,800)	-8.0%	
TOTAL ANTICIPATED REVENUES	\$ 1,884,393	\$ -	\$ -	\$ -	\$ -	\$ 1,884,393	\$ 2,029,693	\$ (145,300)	-7.2%	

2015 Adopted Revenue Schedule

RIVERSIDE SEWERAGE AUTHORITY

	<i>Adopted Budget</i>						Total All Operations
	SEWER	N/A	N/A	N/A	N/A	N/A	
OPERATING REVENUES							
<i>Service Charges</i>							
Residential	\$ 1,313,604						\$ 1,313,604
Business/Commercial	269,263						269,263
Industrial	130,326						130,326
Intergovernmental	260,500						260,500
Other							-
Total Service Charges	1,973,693						1,973,693
<i>Connection Fees</i>							
Residential	7,000						7,000
Business/Commercial	8,000						8,000
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	15,000						15,000
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees							-
<i>Other Operating Revenues (List)</i>							
Miscellaneous	6,000						6,000
Other Revenue 2							-
Other Revenue 3							-
Other Revenue 4							-
Total Other Revenue	6,000						6,000
Total Operating Revenues	1,994,693						1,994,693
NON-OPERATING REVENUES							
<i>Grants & Entitlements (List)</i>							
Grant #1							-
Grant #2							-
Grant #3							-
Grant #4							-
Total Grants & Entitlements							-
<i>Local Subsidies & Donations (List)</i>							
Local Subsidy #1							-
Local Subsidy #2							-
Local Subsidy #3							-
Local Subsidy #4							-
Total Local Subsidies & Donations							-
<i>Interest on Investments & Deposits</i>							
Investments	10,000						10,000
Security Deposits							-
Penalties	25,000						25,000
Other Investments							-
Total Interest	35,000						35,000
<i>Other Non-Operating Revenues (List)</i>							
Other Non-Operating #1							-
Other Non-Operating #2							-
Other Non-Operating #3							-
Other Non-Operating #4							-
Total Non-Operating Revenues							-
Total Non-Operating Revenues	35,000						35,000
TOTAL ANTICIPATED REVENUES	\$ 2,029,693	\$	-	\$	-	\$	\$ 2,029,693

2016 Appropriations Schedule

RIVERSIDE SEWERAGE AUTHORITY

For the Period January 1, 2016 to December 31, 2016

	Proposed Budget						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		All Operations	All Operations	
							Total All Operations	Total All Operations			
OPERATING APPROPRIATIONS											
<i>Administration - Personnel</i>											
Salary & Wages	\$ 157,940						\$ 157,940	\$ 157,940	\$ -	0.0%	
Fringe Benefits	100,000						100,000	87,000	13,000	14.9%	
Total Administration - Personnel	257,940						257,940	244,940	13,000	5.3%	
<i>Administration - Other (List)</i>											
Professional Services	95,000						95,000	95,000	-	0.0%	
Rent Expense	55,000						55,000	55,000	-	0.0%	
Office Supplies	35,000						35,000	35,000	-	0.0%	
Conference & Seminars	20,000						20,000	20,000	-	0.0%	
Miscellaneous Administration*	13,000						13,000	13,000	-	0.0%	
Total Administration - Other	218,000						218,000	218,000	-	0.0%	
Total Administration	475,940						475,940	462,940	13,000	2.8%	
<i>Cost of Providing Services - Personnel</i>											
Salary & Wages	370,000						370,000	339,405	30,595	9.0%	
Fringe Benefits	275,000						275,000	242,000	33,000	13.6%	
Total COPS - Personnel	645,000						645,000	581,405	63,595	10.9%	
<i>Cost of Providing Services - Other (List)</i>											
Utility Expenses	155,000						155,000	130,000	25,000	19.2%	
Solid Waste Control	40,000						40,000	40,000	-	0.0%	
Repair & Maintenance Expenses	135,000						135,000	125,000	10,000	8.0%	
Chemicals	40,000						40,000	40,000	-	0.0%	
Miscellaneous COPS*	203,000						203,000	205,000	(2,000)	-1.0%	
Total COPS - Other	573,000						573,000	540,000	33,000	6.1%	
Total Cost of Providing Services	1,218,000						1,218,000	1,121,405	96,595	8.6%	
<i>Total Principal Payments on Debt Service In Lieu of Depreciation</i>											
	91,149						91,149	91,149	-	0.0%	
Total Operating Appropriations	1,785,089						1,785,089	1,675,494	109,595	6.5%	
NON-OPERATING APPROPRIATIONS											
Total Interest Payments on Debt	11,979						11,979	9,050	2,929	32.4%	
Operations & Maintenance Reserve								-	-	#DIV/0!	
Renewal & Replacement Reserve	87,325						87,325	345,149	(257,824)	-74.7%	
Municipality/County Appropriation	98,593						98,593	-	98,593	#DIV/0!	
Other Reserves								-	-	#DIV/0!	
Total Non-Operating Appropriations	197,897						197,897	354,199	(156,302)	-44.1%	
TOTAL APPROPRIATIONS	1,982,986						1,982,986	2,029,693	(46,707)	-2.3%	
ACCUMULATED DEFICIT											
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	1,982,986						1,982,986	2,029,693	(46,707)	-2.3%	
UNRESTRICTED NET POSITION UTILIZED											
Municipality/County Appropriation	98,593						98,593	-	98,593	#DIV/0!	
Other								-	-	#DIV/0!	
Total Unrestricted Net Position Utilized	98,593						98,593	98,593	98,593	#DIV/0!	
TOTAL NET APPROPRIATIONS	\$ 1,884,393	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,884,393	\$ 2,029,693	\$ (145,300)	-7.2%	

* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations \$ 89,254.45 \$ - \$ - \$ - \$ - \$ - \$ - \$ 89,254.45

2016 Appropriations Schedule

Riverside Sewerage Authority
Burlington

	2016 Proposed Budget	2015 Proposed Budget
Administration - Other		
Advertising		
Personal & Equipment		
Dues & Subscriptions		
Elections		
Computer Committee		
Office Supplies		
Travel		
Total	<u>-</u>	<u>-</u>
Cost of Operations & Maintenance - Other		
Tools & Equipment	10,000	5,000
Laboratory Fees	35,000	40,000
Miscellaneous	25,000	20,000
Travel & Other Expenses	5,000	5,000
Lease/Purchase of Equipment	30,000	30,000
Materials & Supplies	5,000	10,000
Truck Maintenance	20,000	15,000
Telephone & Alarms	18,000	20,000
Licenses & Permits	35,000	35,000
Watershed Management Program	20,000	25,000
Total	<u>203,000</u>	<u>205,000</u>

2015 Adopted Appropriations Schedule

RIVERSIDE SEWERAGE AUTHORITY

	<i>Adopted Budget</i>						Total All Operations
	SEWER	N/A	N/A	N/A	N/A	N/A	
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 157,940						\$ 157,940
Fringe Benefits	87,000						87,000
Total Administration - Personnel	244,940	-	-	-	-	-	244,940
<i>Administration - Other (List)</i>							
Professional Services	95,000						95,000
Rent Expense	55,000						55,000
Office Supplies	35,000						35,000
Conference & Seminars	20,000						20,000
Miscellaneous Administration*	13,000						13,000
Total Administration - Other	218,000	-	-	-	-	-	218,000
Total Administration	462,940	-	-	-	-	-	462,940
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	339,405						339,405
Fringe Benefits	242,000						242,000
Total COPS - Personnel	581,405	-	-	-	-	-	581,405
<i>Cost of Providing Services - Other (List)</i>							
Utility Expenses	130,000						130,000
Solid Waste Control	40,000						40,000
Repair & Maintenance Expenses	125,000						125,000
Chemicals	40,000						40,000
Miscellaneous COPS*	205,000						205,000
Total COPS - Other	540,000	-	-	-	-	-	540,000
Total Cost of Providing Services	1,121,405	-	-	-	-	-	1,121,405
Total Principal Payments on Debt Service in Lieu of Depreciation	91,149	-	-	-	-	-	91,149
Total Operating Appropriations	1,675,494	-	-	-	-	-	1,675,494
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	9,050	-	-	-	-	-	9,050
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	345,149						345,149
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	354,199	-	-	-	-	-	354,199
TOTAL APPROPRIATIONS	2,029,693	-	-	-	-	-	2,029,693
ACCUMULATED DEFICIT							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,029,693	-	-	-	-	-	2,029,693
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation							-
Other							-
Total Unrestricted Net Position Utilized							-
TOTAL NET APPROPRIATIONS	\$ 2,029,693	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,029,693

* 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 \$ 83,774.70 \$ - \$ - \$ - \$ - \$ - \$ 83,774.70

5 Year Debt Service Schedule - Interest

RIVERSIDE SEWERAGE AUTHORITY

	Current Year (2015)	Fiscal Year Beginning in					Thereafter	Total Interest Payments Outstanding
		2016	2017	2018	2019	2020		
SEWER								
NJWTT Loan Program	788							
2002 NJEIT Program	3,262	4,229	5,374	4,995	4,281	3,414	2,600	1,615
Intergovernmental - BAN	5,000	7,750	4,500	2,300				26,508
Debt Issuance #4								14,550
Total Interest Payments	9,050	11,979	9,874	7,295	4,281	3,414	2,600	1,615
N/A								
Debt Issuance #1								
Debt Issuance #2								
Debt Issuance #3								
Debt Issuance #4								
Total Interest Payments								
N/A								
Debt Issuance #1								
Debt Issuance #2								
Debt Issuance #3								
Debt Issuance #4								
Total Interest Payments								
N/A								
Debt Issuance #1								
Debt Issuance #2								
Debt Issuance #3								
Debt Issuance #4								
Total Interest Payments								
N/A								
Debt Issuance #1								
Debt Issuance #2								
Debt Issuance #3								
Debt Issuance #4								
Total Interest Payments								
TOTAL INTEREST ALL OPERATIONS	\$ 9,050	\$ 11,979	\$ 9,874	\$ 7,295	\$ 4,281	\$ 3,414	\$ 2,600	\$ 1,615
								\$ 41,058

2016 Net Position Reconciliation

RIVERSIDE SEWERAGE AUTHORITY
For the Period January 1, 2016 to December 31, 2016

	Proposed Budget					Total All
SEWER	N/A	N/A	N/A	N/A	N/A	Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)						
Less: Invested in Capital Assets, Net of Related Debt (1)	\$ 4,708,789					\$4,708,789
Less: Restricted for Debt Service Reserve (1)	3,690,016					3,690,016
Less: Other Restricted Net Position (1)	1,192					1,192
Total Unrestricted Net Position (1)	1,017,581					1,017,581
Less: Designated for Non-Operating Improvements & Repairs	615,149					615,149
Less: Designated for Rate Stabilization						
Less: Other Designated by Resolution						
Plus: Accrued Unfunded Pension Liability (1)						
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)						
Plus: Estimated Income (Loss) on Current Year Operations (2)						
Plus: Other Adjustments (attach schedule)						

UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	402,432	-	-	-	-	-	402,432
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-	-	-
Appropriation to Municipality/County (3)	98,593	-	-	-	-	-	98,593
Total Unrestricted Net Position Utilized in Proposed Budget	98,593	-	-	-	-	-	98,593
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR							
(4)	\$ 303,839	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 303,839

(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 \$ 89,254
 (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.

2016
RIVERSIDE
SEWERAGE
AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2016 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

RIVERSIDE SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

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 Riverside Sewerage Authority, on the 19th day of October, 2015.

OR

It is hereby certified that the governing body of the _____ 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:	<i>Susan M Dydek, p.m.c.</i>		
Name:	Susan Dydek		
Title:	Secretary		
Address:	237 S. Pavilion Ave. Riverside, NJ 08075		
Phone Number:	856.461.1460	Fax Number:	856.461.1854
E-mail address	sdydek@riversidetwp.org		

2016 CAPITAL BUDGET/PROGRAM MESSAGE

RIVERSIDE SEWERAGE AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2016 TO: DECEMBER 31, 2016

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?

No

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?

No

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

No

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

N/A – At this time the capital projects will not have an impact on rates.

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

N/A - None

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

None

Add additional sheets if necessary.

2016 Proposed Capital Budget

RIVERSIDE SEWERAGE AUTHORITY
For the Period January 1, 2016 to December 31, 2016

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>SEWER</i>						
Overhaul Pumps/Equipment	\$ 100,000		\$ 100,000			
Aerobic Digester Mixer	325,000		325,000			
Trickling Filters & Recirc.Pumps	100,000		100,000			
Computer System	100,000		100,000			
Total	625,000		625,000			
<i>N/A</i>						
Rehabillitate Sewer Lines	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-					
<i>N/A</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-					
<i>N/A</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-					
<i>N/A</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-					
<i>N/A</i>						
Project A Description	-					
Project B Description	-					
Project C Description	-					
Project D Description	-					
Total	-					
TOTAL PROPOSED CAPITAL BUDGET	\$ 625,000	\$ -	\$ 625,000	\$ -	\$ -	\$ -

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

5 Year Capital Improvement Plan

RIVERSIDE SEWERAGE AUTHORITY
 For the Period January 1, 2016 to December 31, 2016

	Estimated Total Cost	Fiscal Year Beginning in					
		Current Year Proposed Budget	2017	2018	2019	2020	2021
<i>SEWER</i>							
Overhaul Pumps/Equipment	\$ 500,000	\$ 100,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
Anerobic Digester Mixer	325,000	325,000					
Trickling Filters & Recirc Pumps	100,000	100,000					
Computer System	100,000	100,000					
Total	1,025,000	625,000	80,000	80,000	80,000	80,000	80,000
<i>N/A</i>							
Rehabilitate Sewer Lines	500,000	-	100,000	100,000	100,000	100,000	100,000
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	500,000	-	100,000	100,000	100,000	100,000	100,000
<i>N/A</i>							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Project A Description	-	-					
Project B Description	-	-					
Project C Description	-	-					
Project D Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 1,525,000	\$ 625,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000

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

RIVERSIDE SEWERAGE AUTHORITY

For the Period January 1, 2016 to December 31, 2016

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
SEWER					
Overhaul Pumps/Equipment	\$ 500,000		\$ 100,000	\$ 400,000	
Aerobic Digester Mixer	325,000		325,000		
Trickling Filters & Recirc Pumps	100,000		100,000		
Computer System	100,000		100,000		
Total	1,025,000	-	625,000	400,000	-
N/A					
Rehabilitate Sewer Lines	500,000			500,000	
Project B Description	-				
Project C Description	-				
Project D Description	-				
Total	500,000	-	-	500,000	-
N/A					
Project A Description	-				
Project B Description	-				
Project C Description	-				
Project D Description	-				
Total	-	-	-	-	-
N/A					
Project A Description	-				
Project B Description	-				
Project C Description	-				
Project D Description	-				
Total	-	-	-	-	-
N/A					
Project A Description	-				
Project B Description	-				
Project C Description	-				
Project D Description	-				
Total	-	-	-	-	-
N/A					
Project A Description	-				
Project B Description	-				
Project C Description	-				
Project D Description	-				
Total	-	-	-	-	-
TOTAL	\$ 1,525,000	\$ -	\$ 625,000	\$ 900,000	\$ -
Total 5 Year Plan per CB-4	\$ 1,525,000				
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.