

FEB 27 2017

ADOPTED COPY

State Filing Year 2017

Note: This Budget document is for Fiscal Years Beginning Jan. 1, 2017 to Dec. 31, 2017

	<u>Start Year</u>		<u>End Year</u>
Fiscal Year	2017	-	2017

Authority Budget of:

Manchester Utilities Authority

For the Period:

January 1, 2017 to December 31, 2017

muawater.net

Authority Web Address

Department Of



**Community
Affairs**

Division of Local Government Services

2017 AUTHORITY BUDGET

Certification Section

2017

Manchester Utilities Authority

(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM JANUARY 1, 2017 TO DECEMBER 31, 2017

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: Paul D. Cwert CPA, RMA Date: 2/22/2017

2017 PREPARER'S CERTIFICATION

Manchester Utilities Authority

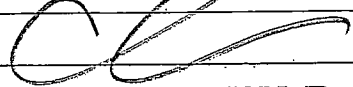
(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: January 1, 2017 TO: Dec. 31, 2017

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:	CHARLES J. FERRAIOLI, JR.		
Title:	AUDITOR		
Address:	401 WANAQUE AVENUE POMPTON LAKES, NJ 07442		
Phone Number:	973-835-7900	Fax Number:	973-835-6631
E-mail address	ferraiol@optonline.net		

2017 APPROVAL CERTIFICATION

Manchester Utilities Authority

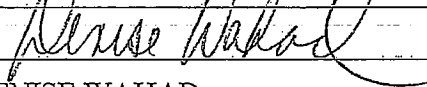
(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: Jan. 1, 2017 TO: Dec. 31, 2017

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 Manchester Utilities Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the day of 12/12/16.

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:	DENISE WAHAD		
Title:	SECRETARY		
Address:	510 BELMONT AVENUE HALEDON, NJ 07508.		
Phone Number:	973-942-6538 ext. 130	Fax Number:	973-942-8549
E-mail address	dwahad@muawater.net		

INTERNET WEBSITE CERTIFICATION

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

- A description of the Authority's mission and responsibilities
- 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.

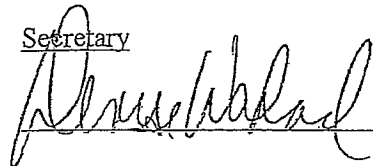
Name of Officer Certifying compliance

Denise Wahad

Title of Officer Certifying compliance

Secretary

Signature



2017 AUTHORITY BUDGET RESOLUTION

Manchester Utilities Authority

(Name)

FISCAL YEAR: FROM: JAN. 2017 TO: DEC. 31, 2017

WHEREAS, the Annual Budget and Capital Budget for the Manchester Utilities Authority for the fiscal year beginning, January 1, 2017 and ending, December 31, 2017 has been presented before the governing body of the Manchester Utilities Authority at its open public meeting of DEC 12 2016 and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 2,903,000, Total Appropriations, including any Accumulated Deficit if any, of \$ 3,038,656 and Total Unrestricted Net Position utilized of 135,656; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ 25,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ _____; 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 Manchester Utilities Authority, at an open public meeting held on 12/12/16 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Manchester Utilities Authority for the fiscal year beginning, January 1, 2017 and ending, December 31, 2017 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 Manchester Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on 1/10/17.

[Signature]
(Secretary's Signature)

12/12/16
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
V. D'AMBROSIO	✓			
D. Chowdhury	✓			
G. FRACH				✓
J. VAN SICKLE	✓			
P. ZOPREA				✓

2017 ADOPTION CERTIFICATION

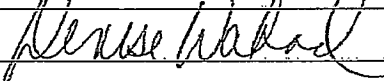
Manchester Utilities Authority

(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN. 1, 2017 TO: DEC. 31, 2017

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 Manchester Utilities Authority, pursuant to N.J.A.C. 5:31-2.3, on the ___ day of, _____.

Officer's Signature:			
Name:	DENISE WAHAD		
Title:	SECRETARY		
Address:	510 BELMONT AVENUE HALEDON, NJ 07508		
Phone Number:	973-942-6538 ext. 130	Fax Number:	973-942-8549
E-mail address	dwahad@muawater.net		

2017-18

MANCHESTER UTILITIES AUTHORITY

WHEREAS, the Local Authorities Law requires every Authority to transmit three certified copies of the Budget to the Director of Local Government Services at least 60 days prior to the end of the current fiscal year; and

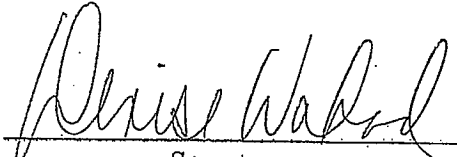
WHEREAS, the Manchester Utilities Authority Budget for the fiscal year ended December 31, 2017 was due on November 1, 2016;

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the Manchester Utilities Authority that the reason for the late introduction of the Authority Budget for the fiscal year ended December 31, 2017 is that the Authority's estimated revenues and appropriations were not known at the time the Budget was to be legally introduced.

Recorded Vote

	<u>Aye</u>	<u>No</u>	<u>Abstain</u>	<u>Absent</u>
V. D'AMBROSIO	✓			
D. Chowdhury	✓			
M. FLACH	✓			
J. VAN SICKLE	✓			
P. ZAFREA				✓
C. NOZZO			✓	

The above is a true copy of a resolution adopted by the Manchester Utilities Authority on February 13, 2016.


Secretary

2017-17

2017 ADOPTED BUDGET RESOLUTION

Manchester Utilities Authority

(Name)

AUTHORITY

FISCAL YEAR: FROM: JAN. 1, 2017 TO: DEC. 31, 2017

WHEREAS, the Annual Budget and Capital Budget/Program for the Manchester Utilities Authority for the fiscal year beginning January 1, 2017 and ending, December 31, 2017 has been presented for adoption before the governing body of the Manchester Utilities Authority at its open public meeting of February 13, 2017; and

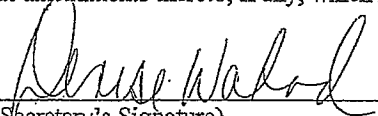
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$2,903,000 Total Appropriations, including any Accumulated Deficit, if any, of \$3,038,656 and Total Unrestricted Net Position utilized of \$135,656; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$25,000 and Total Unrestricted Net Position planned to be utilized of \$_____ ; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Manchester Utilities Authority, at an open public meeting held on February 13, 2017 that the Annual Budget and Capital Budget/Program of the Manchester Utilities Authority for the fiscal year beginning, January 1, 2017 and, ending, December 31, 2017 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)

February 13, 2017

(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent

V. D'Ambrosio	✓			
D. Chowdhury <i>motion</i>	✓			
G. Flach	✓			
J. Van Sickle <i>seconds</i>	✓			
P. Zofrea				✓
<i>C MACZO</i>			✓	

2017 AUTHORITY BUDGET
Narrative and Information Section

2017 AUTHORITY BUDGET MESSAGE & ANALYSIS

Manchester Utilities Authority

(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: JAN. 1, 2017 TO: DEC. 31, 2017

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

1. Complete a brief statement on the 2017 proposed Annual Budget and make comparison to the 2016 adopted budget for each operation. Explain any variances over +/-10% (**As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 10%**) for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide a copy of the resolution authorizing the rate increase. N/A
2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% (**As shown on budget page F-2 explain reason for change for each revenue changing more than 10%**) from the current year adopted budget. **Annual rate increase of 2%**
3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. N/A
4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered. **To Balance Budget**
5. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.). N/A
6. The proposed budget must not reflect an anticipated deficit from 2017 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. (**Prepare a response to deficits caused by the implementation of GASB 68**) N/A
7. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) **if it has been changed since the prior year budget submission** and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, if applicable. **See Attached.**

MANCHESTER UTILITIES AUTHORITY
SCHEDULE OF CURRENT RATES
RATE SCHEDULE I
GENERAL METERED SERVICE
(Proposed - December 12, 2016)

A. **Applicability:** Applicable to the use of water supplied through meter in the entire area serviced by the MUA.

B. **Rate:**

- (1) There shall be a fixed service charge per quarter for all uses within the areas served by the MUA as follows:

<u>Size of Meter</u>	<u>Service Charge Per Quarter</u>
5/8 inch	\$45.00
3/4 inch	\$69.00
1 inch	\$125.00
1 ½ inch	\$224.50
2 inches	\$359.50
3 inches	\$672.45
4 inches	\$1,119.00

- (2) There shall be a consumption charge of \$43.90 per thousand cubic feet of water used.
- (3) The State of New Jersey enacted Ch. 443 of the Laws of New Jersey concerning the periodic testing of public water supplies that established a water tax of \$0.75 per 1,000 cubic feet of water. This tax is reflected and included in the above rates.

- (4) Senior Citizens who satisfy the eligibility requirements for the Senior Discount Program established by the Borough in which the ratepayer resides and have no balances owed for their individual water bill accounts with the Authority, shall be entitled to the following discounted rate charges:

Fifteen percent (15%) reduction of the Standard Service Charge; and

Fifteen percent (15%) reduction of the Consumption Charge of the first one thousand cubic feet of water used.

The Authority will only issue the Senior Discount to ratepayers that are on the approved list provided by the Tax Clerk from their township confirming their eligibility in the Senior Discount Program.

This discount program will specifically not apply to vacation homes, investment properties or commercial properties.

MANCHESTER UTILITIES AUTHORITY
SCHEDULE OF CURRENT RATES
RATE SCHEDULE II
PRIVATE FIRE PROTECTION SERVICE
(Proposed - December 12, 2016)

- A. Applicability: Applicable throughout the entire territory served by the MUA for service furnished exclusively to private fire protection facilities.
- B. Rates:
- (1) For each 2 inch private fire protection line: \$29.15 per quarter.
 - (2) For each 4 inch private fire protection line: \$91.15 per quarter.
 - (3) For each 6 inch private fire protection line: \$182.40 per quarter.
 - (4) For each 8 inch private fire protection line: \$290.50 per quarter.
 - (5) For each 10 inch private fire protection line: \$362.60 per quarter.
 - (6) For each 12 inch private fire protection line: \$452.60 per quarter.
- C. No additional charge shall be made for sprinkler heads, fire hydrants or other fire-fighting facilities, which may be attached to a private fire service connection, and no charge shall be made for water used in extinguishing fires or for underwriters' tests where service is furnished under this Article.
- D. The rate provided in this Article shall be available only for service connections used exclusively for the extinguishment of fires. If water is used for other purposes, then the regular applicable schedule of rates shall apply.
- E. The size of private fire service connection shall in no case exceed 12 inches in diameter.
- F. Certified residential health care facilities and rooming houses or boardinghouses which are required to install private sprinkler systems pursuant to P.L. 1971, c. 136 (N.J.S.A. 26:2H-1 et seq.) and P.L. 1979, c. 496 (N.J.S.A. 55:13B-1 et seq.) and regulations promulgated under these two statutes shall be exempt from payment of the private fire protection service charges. Such exemption shall not be granted until the appropriate state agency, either the Department of Community Affairs or the Department of Health, certifies to the utility and to the Board of Public Utilities that the particular residential health care facility or rooming house or boardinghouse meets the requirements of P.L. 1982, c. 154, and the regulations adopted pursuant thereto and is thereby entitled to the exemption from the private fire sprinkler systems standby charge.
- G. Service taken under this Article is subject to special rules and regulations set forth in the application for special connection.
- H. All bills for private fire protection service furnished under this Article are to be rendered quarterly or, at the option of the MUA, monthly. Bills are due and payable when rendered.

MANCHESTER UTILITIES AUTHORITY
SCHEDULE OF CURRENT RATES
RATE SCHEDULE III
PUBLIC FIRE PROTECTION SERVICE
(Proposed - December 12, 2016)

- A. **Applicability:** Applicable to municipalities for service to public fire hydrants.
- B. **Rates:** Each municipality serviced by the MUA shall pay a fire hydrant charge of \$545.50 per year for each fire hydrant.
- C. **Terms:** All bills for public fire protection services furnished and billed under this provision are to be rendered quarterly and bills are due and payable when rendered.

MANCHESTER UTILITIES AUTHORITY
SCHEDULE OF CURRENT RATES
RATE SCHEDULE IV
WATER SERVICE CHARGES
(Proposed - December 12, 2016)

1. The charge for installation of service from main to building or structure shall be fixed at the actual cost plus twenty percent (20%) as and for overhead expenditures.
2. In the event that a bill is not paid within thirty (30) days of billing, interest shall accrue on the unpaid balance, at the rate allowed pursuant to N.J.S.A. 40:14B-41, that being at a rate of one percent (1%) per month until the date on which such charge, and the interest thereon, shall be fully paid to the MUA. The water service charge and penalty shall be a lien upon the premises served until paid and may be enforced as a lien for delinquent taxes is enforced, or otherwise be collected as provided by law.

3. Where a User maintains a private water supply in addition to the MUA water supply and where the water supplies are interconnected, the User must have a back flow preventer approved by regulatory standards and the MUA shall charge a quarterly fee of \$24.80.
4. Each user applicant for permission to perform work which requires the opening of a street shall deposit at the time of making such application an amount of money estimated to be sufficient to cover the costs of replacing the pavement, and the excess, if any, beyond the cost of such replacement shall be refunded to said applicant.
5. For all water connection applied for with respect to properties in relation to which no water connection charge has theretofore been paid, and upon which no assessment has theretofore been levied for the benefit conferred by the establishment of the water supply system, there shall be paid for each water connection applied for, a water connection charge of two thousand, three hundred and seventy dollars (\$3,257.00) per equivalent dwelling unit for the costs to the MUA. The water connection charge applies to both residential and industrial User applicants.

MANCHESTER UTILITIES AUTHORITY
SCHEDULE OF CURRENT RATES
RATE SCHEDULE V
STANDARD TERMS AND CONDITIONS
(Proposed - December 12, 2016)

In case service is shutoff at the curb box for any of the causes herein described, it shall not be turned on until the user has paid to the MUA a fee of \$127.50 for each turn-off and turn-on. If the curb box is found to be inaccessible, the user shall pay, in addition to the shutoff and turn-on fees, the cost of uncovering and restoring it to proper condition.

The user shall pay to the MUA a fee of \$28.50 for each requested final water reading. If the final water reading is requested in anticipation of a real estate transaction, the final water reading shall be the responsibility of the property owner/seller.

AUTHORITY CONTACT INFORMATION 2017

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

Name of Authority:	MANCHESTER UTILITIES AUTHORITY		
Federal ID Number:			
Address:	510 BELMONT AVENUE		
City, State, Zip:	HALEDON	NJ	07508
Phone: (ext.)	973-942-6538 EXT. 130	Fax:	973-942-8549

Preparer's Name:	CHARLES J. FERRAIOLI, JR.		
Preparer's Address:	401 WANQUE AVENUE		
City, State, Zip:	POMPTON LAKES	NJ	07442
Phone: (ext.)	973-835-7900 EXT. 204	Fax:	973-835-6631
E-mail:	ferraiol@optonline.net		

Administrator/Secretary:	DENISE WAHAD		
Phone: (ext.)	973-942-6538 EXT. 130	Fax:	973-942-8549
E-mail:	dwahad@muawater.net		

Chief Financial Officer:	NONE		
Phone: (ext.)		Fax:	
E-mail:			

Name of Auditor:	CHARLES J. FERRAIOLI, JR.		
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 EXT. 204	Fax:	973-835-6631
E-mail:	ferraiol@optonline.net		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

Manchester Utilities Authority

(Name)

FISCAL YEAR: FROM: JAN. 1, 2017 TO: DEC. 31, 2017

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

- 1) Provide the number of individuals employed in calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 0
- 2) Provide the amount of total salaries and wages for calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 0
- 3) Provide the number of regular voting members of the governing body: 4
- 4) Provide the number of alternate voting members of the governing body: 1
- 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~~ NO "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 because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at http://fds.state.nj.us/njdca_prod/fdssearch.aspx 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? NOIf the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 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 Authority's procedures for all employees.* N/A
- 11) Did the Authority pay for meals or catering during the current fiscal year? NO If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.

- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? NO 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 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
- 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? yes. If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)
- 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.

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

Manchester Utilities Authority

(Name)

FISCAL YEAR: FROM: JAN. 1, 2017 TO: DEC. 31, 2017

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, 2017, the calendar year 2015 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2016, with 2014 being the most recent calendar year ended), and for fiscal years ending June 30, 2018, the calendar year 2016 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2017, with 2016 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.

Non-Compensated

Victor D'Ambrosio
Dewan Chowdhury
James Van Sickle
Geraldine Flach-Sybesma
Phil Zofrea

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

For the Period January 1, 2017 to December 31, 2017

Manchester Utilities Authority
Reportable Compensation from
Authority (W-2/1099)

Name	Title	Average Hours per Week Dedicated to Position	Position				Total Compensation from Authority	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	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									
1 Victor D'Ambrosio	Commissioner	N/A	X				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2 Dewan Chowdhury	Commissioner	N/A	X				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
3 James Van Sickle	Commissioner	N/A	X				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
4 Geraldine Flach-Sybesma	Commissioner	N/A	X				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5 Phil Zofrea	Commissioner	N/A	X				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
6							0								0
7							0								0
8							0								0
9							0								0
10							0								0
11							0								0
12							0								0
13							0								0
14							0								0
15							0								0
Total:							\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Schedule of Health Benefits Detailed Cost Analysis

Manchester Utilities Authority

For the Period January 1, 2017 to December 31, 2017

	Annual Cost		Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior year Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
	Proposed Budget	Employee Estimate							
Active Employees - 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!
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									#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!
GRAND TOTAL			\$		0		\$		#DIV/0!

Is medical coverage provided by the SHBP (Yes or No)? (Place Answer in Box)	<input type="text"/>
Is prescription drug coverage provided by the SHBP (Yes or No)? (Place Answer in Box)	<input type="text"/>

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

Schedule of Accumulated Liabilities for Compensated Absences

Manchester Utilities Authority
 For the Period January 1, 2017 to December 31, 2017

Complete the below table for the Authority's accrued liability for compensated absences.
 X Box if Authority has no Compensated Absences

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at beginning of Current Year	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit (check applicable items)		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
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

For the Period January 1, 2017 to December 31, 2017

Manchester Utilities Authority

to

Amount to be Received by/ Paid from Authority

Agreement Effective Date

Comments (Enter more specifics if needed)

Agreement End Date

Type of Shared Service Provided

Name of Entity Receiving Service

Name of Entity Providing Service

Borough of Haledon	Manchester MUA	Personnel						1/1/2010	in negotiation	\$ 434,000

If No Shared Services X this Box

2017 AUTHORITY BUDGET

Financial Schedules Section

SUMMARY

Manchester Utilities Authority
 For the Period January 1, 2017 to December 31, 2017

	FY 2017 Proposed Budget				FY 2016 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	WATER	N/A	N/A	N/A	Total All Operations	Total All Operations		
REVENUES								
Total Operating Revenues	\$ 2,858,000	\$ -	\$ -	\$ -	\$ 2,858,000	\$ 2,789,000	\$ 69,000	2.5%
Total Non-Operating Revenues	45,000	-	-	-	45,000	45,000	-	0.0%
Total Anticipated Revenues	2,903,000	-	-	-	2,903,000	2,834,000	69,000	2.4%
APPROPRIATIONS								
Total Administration	233,750	-	-	-	233,750	223,700	10,050	4.5%
Total Cost of Providing Services	2,283,543	-	-	-	2,283,543	2,189,618	93,925	4.3%
Total Principal Payments on Debt Service in Lieu of Depreciation	303,628	-	-	-	303,628	301,996	1,632	0.5%
Total Operating Appropriations	2,820,921	-	-	-	2,820,921	2,715,314	105,607	3.9%
Total Interest Payments on Debt	217,735	-	-	-	217,735	229,260	(11,525)	-5.0%
Total Other Non-Operating Appropriations	-	-	-	-	-	20,000	(20,000)	-100.0%
Total Non-Operating Appropriations	217,735	-	-	-	217,735	249,260	(31,525)	-12.6%
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	3,038,656	-	-	-	3,038,656	2,964,574	74,082	2.5%
Less: Total Unrestricted Net Position Utilized	135,656	-	-	-	135,656	130,574	5,082	3.9%
Net Total Appropriations	2,903,000	-	-	-	2,903,000	2,834,000	69,000	2.4%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Revenue Schedule

Manchester Utilities Authority
For the Period January 1, 2017 to December 31, 2017

	FY 2017 Proposed Budget						FY 2016 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted					
	WATER	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations					
OPERATING REVENUES														
<i>Service Charges</i>														
Residential	2858000						\$ 2,858,000	\$ 2,789,000	\$ 69,000	2.5%				
Business/Commercial							-	-	-	#DIV/0!				
Industrial							-	-	-	#DIV/0!				
Intergovernmental							-	-	-	#DIV/0!				
Other							-	-	-	#DIV/0!				
Total Service Charges	2,858,000						2,858,000	2,789,000	69,000	2.5%				
<i>Connection Fees</i>														
Residential							-	-	-	#DIV/0!				
Business/Commercial							-	-	-	#DIV/0!				
Industrial							-	-	-	#DIV/0!				
Intergovernmental							-	-	-	#DIV/0!				
Other							-	-	-	#DIV/0!				
Total Connection Fees							-	-	-	#DIV/0!				
<i>Parking Fees</i>														
Meters							-	-	-	#DIV/0!				
Permits							-	-	-	#DIV/0!				
Fines/Penalties							-	-	-	#DIV/0!				
Other							-	-	-	#DIV/0!				
Total Parking Fees							-	-	-	#DIV/0!				
<i>Other Operating Revenues (List)</i>														
Type in (Grant, Other Rev)							-	-	-	#DIV/0!				
Type in (Grant, Other Rev)							-	-	-	#DIV/0!				
Type in (Grant, Other Rev)							-	-	-	#DIV/0!				
Type in (Grant, Other Rev)							-	-	-	#DIV/0!				
Type in (Grant, Other Rev)							-	-	-	#DIV/0!				
Type in (Grant, Other Rev)							-	-	-	#DIV/0!				
Type in (Grant, Other Rev)							-	-	-	#DIV/0!				
Type in (Grant, Other Rev)							-	-	-	#DIV/0!				
Type in (Grant, Other Rev)							-	-	-	#DIV/0!				
Type in (Grant, Other Rev)							-	-	-	#DIV/0!				
Type in (Grant, Other Rev)							-	-	-	#DIV/0!				
Total Other Revenue							-	-	-	#DIV/0!				
Total Operating Revenues	2,858,000						2,858,000	2,789,000	69,000	2.5%				
NON-OPERATING REVENUES														
<i>Other Non-Operating Revenues (List)</i>														
Miscellaneous	30,000						30,000	30,000	-	0.0%				
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	30,000						30,000	30,000	-	0.0%				
<i>Interest on Investments & Deposits (List)</i>														
Interest Earned	15,000						15,000	15,000	-	0.0%				
Penalties							-	-	-	#DIV/0!				
Other							-	-	-	#DIV/0!				
Total Interest	15,000						15,000	15,000	-	0.0%				
Total Non-Operating Revenues	45,000						45,000	45,000	-	0.0%				
TOTAL ANTICIPATED REVENUES	\$ 2,903,000	\$	-	\$	-	\$	-	\$	-	\$	\$ 2,903,000	\$ 2,834,000	\$ 69,000	2.4%

Prior Year Adopted Revenue Schedule

Manchester Utilities Authority

FY 2016 Adopted Budget

	WATER	WATER	N/A	N/A	N/A	N/A	Total All Operations
OPERATING REVENUES							
<i>Service Charges</i>							
Residential	\$ 2,789,000						\$ 2,789,000
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Service Charges	2,789,000	-	-	-	-	-	2,789,000
<i>Connection Fees</i>							
Residential							-
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	-	-	-	-	-	-	-
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees	-	-	-	-	-	-	-
<i>Other Operating Revenues (List)</i>							
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Total Other Revenue	-	-	-	-	-	-	-
Total Operating Revenues	2,789,000	-	-	-	-	-	2,789,000
NON-OPERATING REVENUES							
<i>Other Non-Operating Revenues (List)</i>							
Miscellaneous	30,000						30,000
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Other Non-Operating Revenues	30,000	-	-	-	-	-	30,000
<i>Interest on Investments & Deposits</i>							
Interest Earned	15,000						15,000
Penalties							-
Other							-
Total Interest	15,000	-	-	-	-	-	15,000
Total Non-Operating Revenues	45,000	-	-	-	-	-	45,000
TOTAL ANTICIPATED REVENUES	\$ 2,834,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,834,000

Appropriations Schedule

Manchester Utilities Authority
For the Period January 1, 2017 to December 31, 2017

	FY 2017 Proposed Budget						FY 2016 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	WATER	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	
OPERATING APPROPRIATIONS										
<i>Administration - Personnel</i>										
Salary & Wages	N/A						\$ -	\$ -	\$ -	#DIV/0!
Fringe Benefits							-	-	-	#DIV/0!
Total Administration - Personnel							-	-	-	#DIV/0!
<i>Administration - Other (List)</i>										
See Attached F-4a	233,750						233,750	223,700	10,050	4.5%
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Miscellaneous Administration*							-	-	-	#DIV/0!
Total Administration - Other	233,750						233,750	223,700	10,050	4.5%
Total Administration	233,750						233,750	223,700	10,050	4.5%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	N/A						-	-	-	#DIV/0!
Fringe Benefits							-	-	-	#DIV/0!
Total COPS - Personnel							-	-	-	#DIV/0!
<i>Cost of Providing Services - Other (List)</i>										
See Attached F-4a	2,283,543						2,283,543	2,189,618	93,925	4.3%
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Miscellaneous COPS*							-	-	-	#DIV/0!
Total COPS - Other	2,283,543						2,283,543	2,189,618	93,925	4.3%
Total Cost of Providing Services	2,283,543						2,283,543	2,189,618	93,925	4.3%
<i>Total Principal Payments on Debt Service in Lieu</i>										
Depreciation	303,628						303,628	301,996	1,632	0.5%
Total Operating Appropriations	2,820,921						2,820,921	2,715,314	105,607	3.9%
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt	217,735						217,735	229,260	(11,525)	-5.0%
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve							-	-	-	#DIV/0!
Municipality/County Appropriation							-	-	-	#DIV/0!
Other Reserves							20,000	(20,000)	-100.0%	-100.0%
Total Non-Operating Appropriations	217,735						217,735	249,260	(31,525)	-12.6%
TOTAL APPROPRIATIONS	3,038,656						3,038,656	2,964,574	74,082	2.5%
ACCUMULATED DEFICIT										
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	3,038,656						3,038,656	2,964,574	74,082	2.5%
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation							-	-	-	#DIV/0!
Other	135,656						135,656	130,574	5,082	3.9%
Total Unrestricted Net Position Utilized	135,656						135,656	130,574	5,082	3.9%
TOTAL NET APPROPRIATIONS	\$ 2,903,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,903,000	\$ 2,834,000	\$ 69,000	2.4%

* 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 \$ 141,046.05 \$ - \$ - \$ - \$ - \$ - \$ 141,046.05

2017 Appropriations Schedule

Manchester Utilities Authority
For the Period January 1, 2017 to December 31, 2017

	Proposed Budget						Total All Operations
	WATER	N/A	N/A	N/A	N/A	N/A	
OPERATING APPROPRIATIONS							
<i>Administration - Other</i>							
Administrative Expenses:							
Office Supplies	2,250						\$ 2,250
Postage	7,500						7,500
Administrative	30,000						30,000
Service Contracts	8,000						8,000
State Fees & Taxes	6,500						6,500
Bank Fees	2,000						2,000
							-
Professional Fees:							
General Legal Service	72,000						72,000
Audit	42,000						42,000
Bookkeeping Services	19,500						19,500
General Engineering	44,000						44,000
							-
Total Administration - Other	233,750	-	-	-	-	-	233,750
 <i>Cost of Providing Services - Other</i>							
Borough Contract	434,400						434,400
Borough Overtime	35,000						35,000
Miscellaneous	12,500						12,500
Telephone	19,750						19,750
Maintenance to Buildings	4,000						4,000
Dues & Subscriptions	975						975
Legal Ads	3,100						3,100
Pump Maintenance	7,000						7,000
Purchase Water PVWC	1,130,000						1,130,000
Repairs PVWC	125,000						125,000
PSE&G	135,000						135,000
Hydrant/Meter Repairs	45,000						45,000
Computer Maint. & Software	6,500						6,500
Chemicals	9,000						9,000
Insurance Other	23,000						23,000
License Operator	17,000						17,000
Permits	1,250						1,250
Meter Purchase & Repairs	15,000						15,000
Lab Testing	24,000						24,000
Other Direct Costs	236,068						236,068
Total COPS - Other	2,283,543	-	-	-	-	-	2,283,543

Prior Year Adopted Appropriations Schedule

Manchester Utilities Authority

FY 2016 Adopted Budget

	WATER	WATER	N/A	N/A	N/A	N/A	Total All Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	N/A						\$ -
Fringe Benefits							-
Total Administration - Personnel	-						-
<i>Administration - Other (List)</i>							
See Attached F-5a	223,700						223,700
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous Administration*							-
Total Administration - Other	223,700						223,700
Total Administration	223,700						223,700
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	N/A						-
Fringe Benefits							-
Total COPS - Personnel	-						-
<i>Cost of Providing Services - Other (List)</i>							
See Attached F-5a	2,189,618						2,189,618
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous COPS*							-
Total COPS - Other	2,189,618						2,189,618
Total Cost of Providing Services	2,189,618						2,189,618
Total Principal Payments on Debt Service in Lieu of Depreciation	301,996						301,996
Total Operating Appropriations	2,715,314						2,715,314
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	164,260						229,260
Operations & Maintenance Reserve	65,000						-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves	20,000						20,000
Total Non-Operating Appropriations	184,260						249,260
TOTAL APPROPRIATIONS	2,899,574						2,964,574
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	2,899,574						2,964,574
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation							-
Other	130,574						130,574
Total Unrestricted Net Position Utilized	130,574						130,574
TOTAL NET APPROPRIATIONS	\$ 2,769,000	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ 2,834,000

* 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 \$ 135,765.70 \$ - \$ - \$ - \$ - \$ - \$ 135,765.70

2016 Appropriations Schedule

Manchester Utilities Authority
For the Period January 1, 2016 to December 31, 2016

	<i>Proposed Budget</i>						Total All Operations
	WATER	N/A	N/A	N/A	N/A	N/A	
OPERATING APPROPRIATIONS							
<i>Administration - Other</i>							
Administrative Expenses:							
Office Supplies	2,200						\$ 2,200
Postage	7,500						7,500
Administrative	25,000						25,000
Service Contracts	8,000						8,000
State Fees & Taxes	6,500						6,500
Bank Fees	2,000						2,000
							-
Professional Fees:							
General Legal Service	70,000						70,000
Audit	42,000						42,000
Bookkeeping Services	18,500						18,500
General Engineering	42,000						42,000
							-
Total Administration - Other	223,700	-	-	-	-	-	223,700
 <i>Cost of Providing Services - Other</i>							
Borough Contract	416,400						416,400
Borough Overtime	30,000						30,000
Miscellaneous	12,000						12,000
Telephone	17,000						17,000
Maintenance to Buildings	4,000						4,000
Dues & Subscriptions	850						850
Legal Ads	3,000						3,000
Pump Maintenance	7,500						7,500
Purchase Water PVWC	1,123,200						1,123,200
Repairs PVWC	122,000						122,000
PSE&G	125,000						125,000
Hydrant/Meter Repairs	40,000						40,000
Computer Maint. & Software	7,000						7,000
Chemicals	9,000						9,000
Insurance Other	1,000						1,000
License Operator	16,500						16,500
Permits	1,200						1,200
Meter Purchase & Repairs	15,000						15,000
Lab Testing	15,000						15,000
Other Direct Costs	223,968						223,968
Total COPS - Other	2,189,618	-	-	-	-	-	2,189,618

Debt Service Schedule - Principal

Manchester Utilities Authority

If Authority has no debt X this box

Fiscal Year Ending in

	Fiscal Year Ending in							Total Principal Outstanding	
	Adopted Budget Year 2016	Proposed Budget Year 2017	2018	2019	2020	2021	2022		Thereafter
WATER									
SEE ATTACHMENT F-6 & F-7	\$ 301,996	\$ 303,628	\$ 310,320	\$ 317,074	\$ 328,896	\$ 335,783	\$ 337,742	\$ 4,192,319	\$ 6,125,762
N/A	Total Principal	303,628	310,320	317,074	328,896	335,783	337,742	4,192,319	6,125,762
N/A	Type in Issue Name								
N/A	Type in Issue Name								
N/A	Type in Issue Name								
N/A	Type in Issue Name								
N/A	Total Principal	-	-	-	-	-	-	-	-
N/A	Type in Issue Name								
N/A	Type in Issue Name								
N/A	Type in Issue Name								
N/A	Type in Issue Name								
N/A	Total Principal	-	-	-	-	-	-	-	-
N/A	Type in Issue Name								
N/A	Type in Issue Name								
N/A	Type in Issue Name								
N/A	Total Principal	-	-	-	-	-	-	-	-
N/A	Type in Issue Name								
N/A	Type in Issue Name								
N/A	Total Principal	-	-	-	-	-	-	-	-
	TOTAL PRINCIPAL ALL OPERATIONS	\$ 301,996	\$ 303,628	\$ 310,320	\$ 317,074	\$ 328,896	\$ 335,783	\$ 337,742	\$ 4,192,319
	Total Principal	-	-	-	-	-	-	-	-

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

Bond Rating
Year of Last Rating

<i>Moody's</i>	<i>Fitch</i>	<i>Standard & Poors</i>

MANCHESTER UTILITIES AUTHORITY
Debt Service To Maturity

ATTACHMENT F-6 & F-7

YEAR	NJET Series 2010A (Trust)		2010A (Fund)		NJET Series 2013A (Trust)		2013A (Fund)		NJET Series 2014A (Trust)		2013A (Fund)		USDA #1 Loan (N-01)		USDA #2 Loan (N-03)		Total	
	Principal	Interest (I)	Principal	Interest (I)	Principal	Interest (I)	Principal	Interest (I)	Principal	Interest (I)	Principal	Interest (I)	Principal	Interest (I)	Principal	Interest (I)	Principal	Interest (I)
2017	60,000.00	21,730.00	70,030.83	10,000.00	10,000.00	10,584.13	15,465.99	20,000.00	24,731.26	20,000.00	82,046.08	25,388.00	41,902.00	20,696.00	58,786.00	303,626.90	157,735.99	
2018	65,000.00	18,790.00	70,030.83	10,000.00	10,000.00	9,290.00	15,465.99	20,000.00	21,778.76	20,000.00	82,046.08	26,220.00	41,070.00	21,556.00	57,928.00	310,318.90	148,196.76	
2019	70,000.00	15,480.00	70,030.83	10,000.00	10,000.00	8,890.00	15,465.99	20,000.00	17,662.26	20,000.00	82,046.08	27,079.00	40,210.00	22,452.00	57,030.00	317,072.90	139,238.26	
2020	75,000.00	12,180.00	70,030.83	15,000.00	15,000.00	8,490.00	15,465.99	25,000.00	15,676.26	25,000.00	82,046.08	27,967.00	39,323.00	23,886.00	55,098.00	328,895.90	133,217.26	
2021	75,000.00	9,180.00	70,030.83	15,000.00	15,000.00	7,890.00	15,465.99	25,000.00	13,376.26	25,000.00	82,046.08	28,883.00	38,407.00	24,358.00	55,326.00	335,783.90	125,979.26	
2022	75,000.00	6,590.00	70,030.83	15,000.00	15,000.00	7,290.00	15,465.99	25,000.00	11,126.26	25,000.00	82,046.08	29,829.00	37,461.00	25,370.00	54,114.00	337,741.90	119,921.26	
2023	-	-	70,030.83	15,000.00	15,000.00	6,690.00	15,465.99	25,000.00	9,876.26	25,000.00	82,046.08	30,805.00	36,484.00	26,423.00	53,051.00	340,671.90	109,111.26	
2024	-	-	70,030.83	15,000.00	15,000.00	5,940.00	15,465.99	25,000.00	11,828.26	25,000.00	82,046.08	31,836.00	35,474.00	27,522.00	51,962.00	343,603.90	105,002.26	
2025	-	-	70,030.83	15,000.00	15,000.00	5,190.00	15,465.99	30,000.00	10,376.26	30,000.00	82,046.08	32,858.00	34,481.00	28,666.00	50,618.00	346,531.90	100,815.26	
2026	-	-	70,030.83	15,000.00	15,000.00	4,740.00	15,465.99	30,000.00	9,476.26	30,000.00	82,046.08	33,955.00	33,355.00	29,858.00	49,626.00	349,463.90	97,197.26	
2027	-	-	70,030.83	15,000.00	15,000.00	4,290.00	15,465.99	30,000.00	8,576.26	30,000.00	82,046.08	35,047.00	32,243.00	31,098.00	48,386.00	352,351.90	93,495.26	
2028	-	-	9,487.72	20,000.00	20,000.00	7,676.26	15,465.99	30,000.00	6,776.26	30,000.00	82,046.08	36,195.00	31,095.00	32,950.00	47,094.00	355,246.90	89,705.26	
2029	-	-	-	20,000.00	20,000.00	3,240.00	15,465.99	30,000.00	5,876.26	30,000.00	82,046.08	37,381.00	29,909.00	33,737.00	45,747.00	358,041.90	85,672.26	
2030	-	-	-	20,000.00	20,000.00	2,640.00	1,028.49	35,000.00	4,876.26	35,000.00	82,046.08	38,605.00	28,685.00	33,977.00	44,345.00	360,816.90	81,546.26	
2031	-	-	-	20,000.00	20,000.00	2,040.00	-	35,000.00	4,876.26	35,000.00	82,046.08	39,871.00	27,419.00	35,139.00	42,885.00	363,651.90	77,694.26	
2032	-	-	-	20,000.00	20,000.00	1,440.00	-	35,000.00	4,876.26	35,000.00	82,046.08	41,176.00	26,114.00	36,599.00	41,564.00	366,486.90	73,516.00	
2033	-	-	-	-	-	-	-	35,000.00	2,682.50	35,000.00	43,382.33	42,526.00	24,764.00	38,120.00	39,704.00	369,300.90	69,341.00	
2034	-	-	-	-	-	-	-	-	-	-	-	43,920.00	23,370.00	39,704.00	38,120.00	372,126.90	65,166.00	
2035	-	-	-	-	-	-	-	-	-	-	-	45,358.00	21,921.00	41,329.00	36,411.00	355,957.90	61,000.00	
2036	-	-	-	-	-	-	-	-	-	-	-	46,844.00	20,446.00	42,885.00	34,862.00	340,072.90	56,833.00	
2037	-	-	-	-	-	-	-	-	-	-	-	48,379.00	18,911.00	44,439.00	33,355.00	325,197.90	52,664.00	
2038	-	-	-	-	-	-	-	-	-	-	-	49,964.00	17,326.00	46,000.00	31,844.00	310,318.90	48,495.00	
2039	-	-	-	-	-	-	-	-	-	-	-	51,602.00	15,688.00	47,578.00	30,330.00	290,503.90	44,326.00	
2040	-	-	-	-	-	-	-	-	-	-	-	53,292.00	13,998.00	49,163.00	28,821.00	270,628.90	40,167.00	
2041	-	-	-	-	-	-	-	-	-	-	-	55,038.00	12,252.00	50,764.00	27,316.00	250,753.90	36,018.00	
2042	-	-	-	-	-	-	-	-	-	-	-	56,842.00	10,448.00	52,381.00	25,811.00	230,878.90	31,870.00	
2043	-	-	-	-	-	-	-	-	-	-	-	58,703.00	8,587.00	54,000.00	24,306.00	210,993.90	27,721.00	
2044	-	-	-	-	-	-	-	-	-	-	-	60,627.00	6,663.00	55,639.00	22,801.00	191,118.90	23,572.00	
2045	-	-	-	-	-	-	-	-	-	-	-	62,613.00	4,677.00	57,296.00	21,286.00	171,243.90	19,423.00	
2046	-	-	-	-	-	-	-	-	-	-	-	64,660.00	2,622.00	59,000.00	19,771.00	151,368.90	15,274.00	
2047	-	-	-	-	-	-	-	-	-	-	-	66,770.00	522.00	60,772.00	17,806.00	131,493.90	11,125.00	
2048	-	-	-	-	-	-	-	-	-	-	-	68,940.00	-	62,613.00	15,731.00	111,624.90	7,000.00	
2049	-	-	-	-	-	-	-	-	-	-	-	71,170.00	-	64,660.00	13,656.00	91,769.90	2,875.00	
2050	-	-	-	-	-	-	-	-	-	-	-	73,460.00	-	66,770.00	11,581.00	71,890.90	700.00	
	415,000.00	84,730.00	779,826.85	250,000.00	250,000.00	92,484.13	202,086.36	475,000.00	194,210.16	1,274,073.53	1,295,579.00	755,791.00	1,494,195.00	1,212,475.00	6,125,760.74	2,339,690.29		

Notes:
(1) Interest component includes DEP and NJET Fees.
(2) 2010, 2013 and 2014 Series NJET reflect double payments of DEP Fund loans dated 4/31/13, 8/31/15, and 8/26/15.

Debt Service Schedule - Interest

Manchester Utilities Authority

If Authority has no debt X this box

	Fiscal Year Ending in							Total Interest Payments Outstanding	
	Adopted Budget Year 2016	Proposed Budget Year 2017	2018	2019	2020	2021	2022		Thereafter
WATER									
SEE ATTACHMENT F-6 & F-7	\$ 164,260	\$ 157,735	\$ 148,197	\$ 139,238	\$ 133,217	\$ 125,980	\$ 119,921	\$ 1,515,402	\$ 2,339,690
Proposed Water	65,000	60,000							60,000
Total Interest Payments	229,260	217,735	148,197	139,238	133,217	125,980	119,921	1,515,402	2,399,690
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Interest Payments	-	-	-	-	-	-	-	-	-
TOTAL INTEREST ALL OPERATIONS	\$ 229,260	\$ 217,735	\$ 148,197	\$ 139,238	\$ 133,217	\$ 125,980	\$ 119,921	\$ 1,515,402	\$ 2,399,690

Net Position Reconciliation

Manchester Utilities Authority

For the Period

January 1, 2017

to

December 31, 2017

FY 2017 Proposed Budget

	WATER	WATER	N/A	N/A	N/A	N/A	N/A	Total All Operations
TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)	\$ 11,991,431							\$ 11,991,431
Less: Invested in Capital Assets, Net of Related Debt (1)	11,501,276							11,501,276
Less: Restricted for Debt Service Reserve (1)	79,762							79,762
Less: Other Restricted Net Position (1)								-
Total Unrestricted Net Position (1)	410,393							410,393
Less: Designated for Non-Operating Improvements & Repairs								-
Less: Designated for Rate Stabilization								-
Less: Other Designated by Resolution								-
Plus: Accrued Unfunded Pension Liability (1)	29,296							29,296
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	100,000							100,000
Plus: Estimated Income (Loss) on Current Year Operations (2)								-
Plus: Other Adjustments (attach schedule)								-

UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET

Unrestricted Net Position Utilized to Balance Proposed Budget	539,689	-	-	-	-	-	-	539,689
Unrestricted Net Position Utilized in Proposed Capital Budget	135,656	-	-	-	-	-	-	135,656
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	135,656	-	-	-	-	-	-	135,656
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR	\$ 404,033	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 404,033

(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 \$ 141,046

(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.

2017

Manchester Utilities Authority

(Name)

**AUTHORITY
CAPITAL
BUDGET/
PROGRAM**

**2017 CERTIFICATION OF AUTHORITY CAPITAL
BUDGET/PROGRAM**

Manchester Utilities Authority

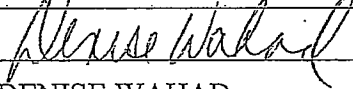
(Name)

FISCAL YEAR: FROM: JAN. 1, 2017 TO: DEC. 31, 2017

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 Manchester Utilities Authority, on the _____ day of _____.

OR

It is hereby certified that the governing body of the Manchester Utilities 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:	DENISE WAHAD		
Title:	SECRETARY		
Address:	510 BELMONT AVENUE HALEDON, NJ 07508		
Phone Number:	973-942-6538 EXT. 130	Fax Number:	973-942-8549
E-mail address	dwahad@muawater.net		

2017 CAPITAL BUDGET/PROGRAM MESSAGE

Manchester Utilities Authority

(Name)

FISCAL YEAR: FROM: JAN. 1, 2017 TO: DEC. 31, 2017

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?

None

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?

None

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

Yes

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

N/A

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

N/A

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

N/A

Add additional sheets if necessary.

Proposed Capital Budget

Manchester Utilities Authority

For the Period January 1, 2017 to December 31, 2017

	Estimated Total Cost	<i>Funding Sources</i>				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Other Capital Grants Sources	
<i>WATER</i>						
Various	\$ 25,000				\$ 25,000	
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	25,000	-	-	-	25,000	
<i>WATER</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	
TOTAL PROPOSED CAPITAL BUDGET	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000

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

Manchester Utilities Authority

For the Period January 1, 2017 to December 31, 2017

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget					
		Year 2017	2018	2019	2020	2021	2022
WATER							
Various	\$ 25,000	\$ 25,000					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	25,000	25,000	-	-	-	-	-
WATER							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
N/A							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
N/A							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
N/A							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
N/A							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -

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

Manchester Utilities Authority

For the Period January 1, 2017 to December 31, 2017

	Estimated Total Cost	<i>Funding Sources</i>				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
WATER						
Various	\$ 25,000					\$ 25,000
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	<u>25,000</u>	-	-	-	-	25,000
WATER						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
N/A						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
TOTAL	<u>\$ 25,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 25,000</u>
Total 5 Year Plan per CB-4	<u>\$ 25,000</u>					
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.