

Fiscal Year Start Year End Year
 2024 - 2024

Authority Budget of:
Monmouth County Bayshore Outfall Authority

State Filing Year 2024

For the Period: January 1, 2024 to December 31, 2024

www.mcboanj.com
Authority Web Address



Division of Local Government Services

**2024 AUTHORITY BUDGET
CERTIFICATION SECTION**

FISCAL YEAR 2024

Monmouth County Bayshore Outfall Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2024 to December 31, 2024

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

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

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

By: _____ Date: _____

2024 PREPARER'S CERTIFICATION

Monmouth County Bayshore Outfall Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2024 to December 31, 2024

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

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

Preparer's Signature:	bayshoreoutfall@yahoo.com
Name:	Barbara J. Vilanova
Title:	Secretary
Address:	P.O. Box 184 Belford, NJ 07718
Phone Number:	732-495-2100
Fax Number:	732-495-6808
E-mail Address:	bayshoreoutfall@yahoo.com

AUTHORITY INTERNET WEBSITE CERTIFICATION

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

- A description of the Authority's mission and responsibilities.
- The budgets for the current fiscal year and immediately preceding two prior years.
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information *(Similar information includes items such as Revenue and Expenditure pie charts, or other types of charts, along with other information that would be useful to the public in understanding the finances/budget of the Authority).*
- The complete (all pages) annual audits (not the Audit Synopsis) for the most recent fiscal year and immediately preceding two prior years.
- The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the Authority to the interests of the residents within the Authority's service area or jurisdiction.
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time date, location and agenda of each meeting.
- The approved minutes of each meeting of the Authority including all resolutions of the board and their committees; for at least three consecutive fiscal years.
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority.
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

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

Name of Officer Certifying Compliance: Michael C. Sachs
Title of Officer Certifying Compliance: Chairman
Signature: bayshoreoutfall@yahoo.com

2024 APPROVAL CERTIFICATION

Monmouth County Bayshore Outfall Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2024 to December 31, 2024

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Monmouth County Bayshore Outfall Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on October 16, 2023.

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

Officer's Signature:	bayshoreoutfall@yahoo.com
Name:	Barbara J. Vilanova
Title:	Secretary
Address:	P.O. Box 184 Belford, NJ 07718
Phone Number:	732-495-2100
Fax Number:	732-495-6808
E-mail Address:	bayshoreoutfall@yahoo.com

2024 AUTHORITY BUDGET RESOLUTION

Monmouth County Bayshore Outfall Authority FISCAL YEAR: January 01, 2024 to December 31, 2024

WHEREAS, the Annual Budget for Monmouth County Bayshore Outfall Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024 has been presented before the governing body of the Monmouth County Bayshore Outfall Authority at its open public meeting of October 16, 2023; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$2,155,838.00, Total Appropriations including any Accumulated Deficit, if any, of \$2,155,838.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$30,000.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$30,000.00; and

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

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

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Monmouth County Bayshore Outfall Authority, at an open public meeting held on October 16, 2023 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the) Monmouth County Bayshore Outfall Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024, 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 Monmouth County Bayshore Outfall Authority will consider the Annual Budget and Capital Budget/Program for Adoption on December 11, 2023.

bayshoreoutfall@yahoo.com
(Secretary's Signature)

10/16/2023
(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Michael C. Sachs, Chairman	X			
John T. Sodon, Vice-Chairman	X			
Harry Aumack	X			
Paul Buccellato	X 1st.			
Mary Foley	X			
Roccod Impreveduto				X
Michael Kalaka	X			
Albert Lewandowski				X
Gus Toomey	X 2nd.			

2024 ADOPTION CERTIFICATION

Monmouth County Bayshore Outfall Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2024 to December 31, 2024

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Monmouth County Bayshore Outfall Authority, pursuant to N.J.A.C 5:31-2.3, on December 11, 2023.

Officer's Signature:	bayshoreoutfall@yahoo.com		
Name:	Barbara J. Vilanova		
Title:	Secretary		
Address:	P.O. Box 184 Belford, NJ 07718		
Phone Number:	732-495-2100	Fax:	732-495-6808
E-mail address:	bayshoreoutfall@yahoo.com		

2024 ADOPTED BUDGET RESOLUTION

Monmouth County Bayshore Outfall Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

WHEREAS, the Annual Budget and Capital Budget/Program for the Monmouth County Bayshore Outfall Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024 has been presented for adoption before the governing body of the Monmouth County Bayshore Outfall Authority at its open public meeting of December 11, 2023; and

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

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$2,155,838.00, Total Appropriations, including any Accumulated Deficit, if any, of \$2,155,838.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$30,000.00 and Total Unrestricted Net Position Utilized of \$30,000.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Monmouth County Bayshore Outfall Authority at an open public meeting held on December 11, 2023 that the Annual Budget and Capital Budget/Program of the Monmouth County Bayshore Outfall Authority for the fiscal year beginning January 01, 2024 and ending December 31, 2024 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

(Secretary's Signature)

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Michael C. Sachs, Chairman				
John T. Sodon, Vice-Chairman				
Harry Aumack				
Paul Buccellato				
Mary Foley				
Roccod Impreveduto				
Michael Kalaka				
Albert Lewandowski				
Gus Toomey				

**2024 AUTHORITY BUDGET
NARRATIVE AND INFORMATION SECTION**

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Monmouth County Bayshore Outfall Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

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

1. Complete a brief statement on the Fiscal Year 2024 proposed Annual Budget and make comparison to the Fiscal Year 2023 adopted budget for each Revenues and Appropriations. Explain any variances over +/-10% (as shown on budget pages F-2 and F-4) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase or decrease in the budgeted line item, not just an indication of the amount and percent of change. Upload any supporting documentation that will help explain the reason for the increase or decrease in the budgeted line item.

Interest earned is almost doubled due to the favorable interest rates. Our NJDEP Permit cost is estimated to be lower next year based on the parameters used for their calculation. Insurance is up 13.8% due to the NJUAJIF having a rate increase and not issuing dividends. The COPS line is increased due to increase in the costs of performing our slump block and outfall pipe inspections and the Authority is also going to bid a sludge removal project for our retention ponds. The total interest payment on debt has decreased because the bond series the Authority has left are down to the last year or two for payments. The overall budget is only a 4% increase for the year.

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

The economy currently has no direct impact on the Authority's proposed Annual or Capital Budget.

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

The Authority is utilizing \$30,000 in order to minimize the rate increase to our customers, the Township of Middletown, Bayshore Regional Sewerage Authority and the Borough of Keansburg.

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Monmouth County Bayshore Outfall Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

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

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

N/A

5. The proposed budget must not reflect an anticipated deficit from 2023 operations. If there exists an accumulated deficit from prior year's budgets (and funding is included in the proposed budget as a result of a prior year deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

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

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Monmouth County Bayshore Outfall Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

Answer the question below using the space provided.

6. Attach in FAST a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) **if it has been changed since the prior year budget submission** and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in rate structure, if applicable. (If no changes to fees or rates, indicate answer as "**Rates Are Staying The Same**").

The rate schedule is adjusted annually based on our customer authorities most recent flows. Customers are billed based on their annual flows. Estimated billing base on prior 12 months flows is used to calculate annual cost and then when the calendar year is over and the actual flows are finalized for the year a billing adjustment is done for the exact flow.

AUTHORITY CONTACT INFORMATION

FISCAL YEAR 2024

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

Name of Authority:	Monmouth County Bayshore Outfall Authority		
<i>Federal ID Number:</i>	221949477		
<i>Address:</i>	P.O.Box 184		
	200 Harbor Way		
<i>City, State, Zip:</i>	Belford	NJ	07718
<i>Phone: (ext.)</i>	732-495-2100	<i>Fax:</i>	732-495-6808

Preparer's Name:	Barbara J. Vilanova		
<i>Preparer's Address:</i>	P.O. Box 184		
<i>City, State, Zip:</i>	Belford	NJ	07718
<i>Phone: (ext.)</i>	732-495-2100	<i>Fax:</i>	732-495-6808
<i>E-mail:</i>	bayshoreoutfall@yahoo.com		

Chief Executive Officer*	Michael C. Sachs, Chairman		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	732-495-2100	<i>Fax:</i>	732-495-6808
<i>E-mail:</i>	bayshoreoutfall@yahoo.com		

Chief Financial Officer*	Barbara J. Vilanova, Office Manager/Board Secretary		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	732-495-2100	<i>Fax:</i>	732-495-6808
<i>E-mail:</i>	bayshoreoutfall@yahoo.com		

Name of Auditor:	Robert Allison		
<i>Name of Firm:</i>	Homan Frenia Allison		
<i>Address:</i>	680 Hooper Ave. Bldg G		
<i>City, State, Zip:</i>	Toms River	NJ	08753
<i>Phone: (ext.)</i>	732-797-1333	<i>Fax:</i>	732-747-8844
<i>E-mail:</i>	BALLISON@hfacpas.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

Monmouth County Bayshore Outfall Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

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

19

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

\$ 567,555.88

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

9

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

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

0

(Maximum is 2)

5. **Regional Authorities Only** - Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required?

Yes

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

If "no", provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.

6. Does the Authority have any amounts receivable from current or former commissioners, officers, key employees, or the highest compensated employee?

No

If "yes", provide a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.

7. Was the Authority a party to a business transaction with one of the following parties:

a. A current or former commissioner, officer, key employee, or highest compensated employee?

No

b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee?

No

c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner?

No

If the answer to any of the above is "yes", provide a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.

8. Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract*?

No

*A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor.

If "yes", provide a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.

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

AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Monmouth County Bayshore Outfall Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

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

11. Did the Authority pay for travel expenses for any employee of individual listed on Page N-4? No
If "yes", provide a detailed list of all travel expenses for the current fiscal year and provide an explanation for each expenditure listed.

12. Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?

a. First class or charter travel	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", provide a description of the transaction including the name and position of the individual and the amount expended.

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

14. Did the Authority make any payments to current or former commissioners or employees for severance or termination? No
If "yes", provide explanation, including amount paid.

15. Did the Authority make payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? No
If "yes", provide explanation including amount paid.

16. Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? No
If "yes", provide explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.

AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Monmouth County Bayshore Outfall Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

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

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

AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Monmouth County Bayshore Outfall Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

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

#9) Compensation for Commissioners and employees is determined using a salary resolution which is voted on and approved by the board. Employees are subject to periodic performance evaluations.

Commissioners are appointed but the Monmouth County Board of Commissioners.

#10) The Authority requires it's employees to attend quarterly safety meetings where they are provided lunch. The amounts for the quarterly meetings are as follows:

4th Quarter 2022 safety meeting/holiday luncheon	\$428.89
1st Quarter 2023 safety meeting	\$50.00
2nd Quarter 2023 safety meeting	\$47.42
3rd Quarter 2023 safety meeting	\$55.00

The Authority also had a retirement dinner for an employee of 29 years \$500.00

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

Monmouth County Bayshore Outfall Authority

FISCAL YEAR: January 01, 2024 to December 31, 2024

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

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

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

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

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

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

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

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

Reportable Compensation (Use the most recent W-2 available): The aggregate compensation that is reported (or required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year.

Schedule of Health Benefits - Detailed Cost Analysis

Monmouth County Bayshore Outfall Authority

For the Period: January 01, 2024 to December 31, 2024

If no health benefits, check this box:

	# of Covered Members (Medical & Rx) Proposed Budget		Annual Cost Estimate per Employee Proposed Budget		Total Cost Estimate Proposed Budget		# of Covered Members (Medical & Rx) Current Year		Annual Cost per Employee Current Year		Total Current Year Cost		\$ Increase (Decrease)	% Increase (Decrease)
	Proposed	Budget	Proposed	Budget	Proposed	Budget	Current Year	Year	Current Year	Year	Year	Cost		
Active Employees - Health Benefits - Annual Cost														
Single Coverage	3		12,720.00		38,160.00		2		14,325.00		28,650.00		9,510.00	33.2%
Parent & Child	1		22,764.00		22,764.00		1		25,641.84		25,641.84		(2,877.84)	-11.2%
Employee & Spouse (or Partner)	2		25,440.00		50,880.00		3		28,650.12		85,950.36		(35,070.36)	-40.8%
Family	1		35,484.00		35,484.00		1		39,966.96		39,966.96		(4,482.96)	-11.2%
Employee Cost Sharing Contribution (enter as negative -)					(35,011.20)						(41,334.95)		6,323.75	-15.3%
Subtotal	7				112,276.80		7				138,874.21		(26,597.41)	-19.2%
Commissioners - Health Benefits - Annual Cost														
Single Coverage					-						-		-	-
Parent & Child					-						-		-	-
Employee & Spouse (or Partner)					-						-		-	-
Family					-						-		-	-
Employee Cost Sharing Contribution (enter as negative -)					-						-		-	-
Subtotal					-						-		-	-
Retirees - Health Benefits - Annual Cost														
Single Coverage	1		12,924.00		12,924.00						-		12,924.00	
Parent & Child					-						-		-	-
Employee & Spouse (or Partner)	1		27,228.00		27,228.00						-		27,228.00	
Family					-						-		-	-
Employee Cost Sharing Contribution (enter as negative -)					(2,547.66)						-		(2,547.66)	
Subtotal	2				37,604.34						-		37,604.34	
GRAND TOTAL	9				149,881.14		7				138,874.21		11,006.93	7.9%

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

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

**2024 AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

Monmouth County Bayshore Outfall Authority
For the Period: January 01, 2024 to December 31, 2024

	FY 2024 Proposed Budget						FY 2023 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Water	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations	Total All Operations	All Operations		
REVENUES										
Total Operating Revenues	\$ 2,140,838	\$ -	\$ -	\$ -	\$ -	\$ 2,140,838	\$ 2,064,879	\$ 75,959	3.7%	
Total Non-Operating Revenues	15,000	-	-	-	-	15,000	8,000	7,000	87.5%	
Total Anticipated Revenues	2,155,838	-	-	-	-	2,155,838	2,072,879	82,959	4.0%	
APPROPRIATIONS										
Total Administration	280,244	-	-	-	-	280,244	274,498	5,746	2.1%	
Total Cost of Providing Services	1,550,663	-	-	-	-	1,550,663	1,439,231	111,432	7.7%	
Total Principal Payments on Debt Service in Lieu of Depreciation	183,049	-	-	-	-	183,049	179,387	3,662	2.0%	
Total Operating Appropriations	2,013,956	-	-	-	-	2,013,956	1,893,116	120,840	6.4%	
Total Interest Payments on Debt	41,882	-	-	-	-	41,882	69,763	(27,882)	-40.0%	
Total Other Non-Operating Appropriations	100,000	-	-	-	-	100,000	110,000	(10,000)	-9.1%	
Total Non-Operating Appropriations	141,882	-	-	-	-	141,882	179,763	(37,882)	-21.1%	
Accumulated Deficit	-	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	2,155,838	-	-	-	-	2,155,838	2,072,879	82,959	4.0%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	2,155,838	-	-	-	-	2,155,838	2,072,879	82,959	4.0%	
ANTICIPATED SURPLUS (DEFICIT)	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ -	\$ 0	#DIV/0!	

Revenue Schedule

Monmouth County Bayshore Outfall Authority
 For the Period: January 01, 2024 to December 31, 2024

	FY 2023		FY 2024 Proposed Budget		
	Adopted	Proposed vs. Adopted	Adopted	Proposed vs. Adopted	
	(\$ Decrease)	% Increase	(\$ Decrease)	% Increase	
OPERATING REVENUES					
Service Charges					
Residential					
Business/Commercial					
Industrial					
Intergovernmental					
Other					
Total Service Charges	2,024,638	3.9%	2,024,638	3.9%	
Connection Fees					
Residential					
Business/Commercial					
Industrial					
Intergovernmental					
Other					
Total Connection Fees	2,024,638	3.9%	2,024,638	3.9%	
Parking Fees					
Meters					
Permits					
Fines/Penalties					
Other					
Total Parking Fees	115,000	0.0%	115,000	0.0%	
Other Operating Revenues (List)					
Sale Solar Energy Renewable credits					
First Responder Shared Service Ag.	1,200	0.0%	1,200	0.0%	
Total Other Revenue	116,200	0.0%	116,200	0.0%	
NON-OPERATING REVENUES					
Total Operating Revenues	2,140,838	3.7%	2,140,838	3.7%	
Interest Earned	15,000	87.5%	15,000	87.5%	
Interest on Investments & Deposits (List)					
Interest Earned					
Penalties					
Other					
Total Interest	15,000	87.5%	15,000	87.5%	
Total Non-Operating Revenues	15,000	87.5%	15,000	87.5%	
TOTAL ANTICIPATED REVENUES	\$ 2,155,838	4.0%	\$ 2,155,838	4.0%	
Water					
Operation #3					
Operation #4					
Operation #5					
Operation #6					
Total All Operations	2,072,879		2,072,879		
Operations	8,000		8,000		
Total All Budget	2,072,879		2,072,879		
Adopted	82,959		82,959		
Proposed vs. Adopted					
Adopted					

Appropriations Schedule

Monmouth County Bayshore Outfall Authority
 For the Period: January 01, 2024 to December 31, 2024

	FY 2023 Adopted		FY 2024 Proposed Budget		
	Total All Operations	All Operations Adopted	Total All Operations	All Operations Proposed vs. Adopted	
OPERATING APPROPRIATIONS					
Administration - Personnel	125,469	123,152	125,469	2,317	1.9%
Salary & Wages	51,326	51,326	51,326	1,730	3.5%
Fringe Benefits	176,794	172,748	176,794	4,046	2.3%
Total Administration - Personnel	353,589	347,226	353,589	6,369	1.8%
Administration - Other (List)	83,700	82,000	83,700	1,700	2.1%
Professional Services	1,750	1,750	1,750	-	0.0%
Payroll Processing	1,750	1,750	1,750	-	0.0%
Subscription, Dues & Seminars	7,000	7,000	7,000	-	0.0%
Administrative Expenses	10,000	10,000	10,000	-	0.0%
Miscellaneous Administration*	1,000	1,000	1,000	-	0.0%
Total Administration - Other	103,450	101,750	103,450	1,700	1.7%
Total Administration	457,039	448,976	457,039	8,063	1.8%
Cost of Providing Services - Personnel	280,244	274,498	280,244	5,746	2.1%
Salary & Wages	461,744	466,773	461,744	(5,030)	-1.1%
Fringe Benefits	297,511	278,050	297,511	19,461	7.0%
Total COPS - Personnel	759,255	744,823	759,255	14,432	1.9%
Cost of Providing Services - Other (List)	173,000	177,000	173,000	(4,000)	-2.3%
Utilities/Phones	73,000	73,000	73,000	-	0.0%
NJDEP Permits	95,000	95,000	95,000	-	0.0%
Outside Lab costs & lab supplies	66,000	66,000	66,000	-	0.0%
Miscellaneous COPS*	384,408	384,408	384,408	-	0.0%
Total COPS - Other	791,408	791,408	791,408	-	0.0%
Total Cost of Providing Services	1,550,663	1,536,631	1,550,663	14,032	0.9%
Total Principal Payments on Debt Service in Lieu of Depreciation	183,049	179,387	183,049	3,662	2.0%
Total Operating Appropriations	2,013,956	2,013,956	2,013,956	-	0.0%
Total Interest Payments on Debt	41,882	41,882	41,882	-	0.0%
Operations & Maintenance Reserve	100,000	100,000	100,000	-	0.0%
Renewal & Replacement Reserve	-	-	-	-	-
Municipality/County Appropriation	-	-	-	-	-
Other	-	-	-	-	-
Total Unrestricted Net Position Utilized	2,155,838	2,155,838	2,155,838	-	0.0%
DEFICIT	2,155,838	2,072,879	2,155,838	82,959	4.0%
ACCUMULATED DEFICIT	2,155,838	2,072,879	2,155,838	82,959	4.0%
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	4,311,676	4,145,757	4,311,676	165,919	4.0%
TOTAL APPROPRIATIONS	2,155,838	2,072,879	2,155,838	82,959	4.0%
Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.					
5% of Total Operating Appropriations	107,791.9	103,643.95	107,791.9	4,147.95	4.0%

Prior Year Adopted Appropriations Schedule

Monmouth County Bayshore Outfall Authority

FY 2023 Adopted Budget

Water	Water	Operation #3	Operation #4	Operation #5	Operation #6	Operations	Total All
123,152	123,152	49,596	-	-	-	123,152	123,152
172,748	172,748	49,596	-	-	-	172,748	172,748

OPERATING APPROPRIATIONS

Administration - Personnel
 Salary & Wages
 Fringe Benefits
 Total Administration - Personnel

Administration - Other (List)
 Professional Services
 Payroll Processing
 Subscriptions, Dues, Seminars
 Administrative Expenses
 Miscellaneous Administration*

Total Administration - Other
 Total Administration

Cost of Providing Services - Personnel
 Salary & Wages
 Fringe Benefits
 Total CPS - Personnel

Cost of Providing Services - Other (List)
 Utilities/Phones
 NJDEP Permits
 Outside Lab costs & lab supplies
 Insurance
 Miscellaneous CPS*

Total Cost of Providing Services
 Total CPS - Other

Total Principal Payments on Debt Service in Lieu
 of Depreciation
 Total Operating Appropriations

NON-OPERATING APPROPRIATIONS
 Total Interest Payments on Debt
 Operations & Maintenance Reserve
 Renewal & Replacement Reserve
 Municipality/County Appropriation
 Other Reserves

Total Non-Operating Appropriations
 TOTAL APPROPRIATIONS
 ACCUMULATED DEFICIT
 TOTAL APPROPRIATIONS & ACCUMULATED
 DEFICIT

UNRESTRICTED NET POSITION UTILIZED
 Municipality/County Appropriation
 Other

Total Unrestricted Net Position Utilized
 TOTAL NET APPROPRIATIONS

* 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 \$ 94,655.80

Debt Service Schedule - Principal

Monmouth County Bayshore Outfall Authority

If Authority has no debt, check this box:

Fiscal Year Ending In

	Date of Local Finance Board Approval	2023 (Adopted Budget)	2024 (Proposed Budget)	Fiscal Year Ending In					Total Principal Outstanding
				2025	2026	2027	2028	2029	
Water									
SERIES 2005		\$ 34,387	\$ 33,049	\$ 25,000					\$ 58,049
SERIES 2011		145,000	150,000	160,000	165,000				475,000
Total Principal		179,387	183,049	185,000	165,000				533,049
Operation #3									
Total Principal									
Operation #4									
Total Principal									
Operation #5									
Total Principal									
Operation #6									
Total Principal									
TOTAL PRINCIPAL ALL OPERATIONS		\$ 179,387	\$ 183,049	\$ 185,000	\$ 165,000	\$ -	\$ -	\$ -	\$ 533,049

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

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

Debt Service Schedule - Interest

Morrnouth County Baysshore Outfall Authority

If Authority has no debt, check this box:

Fiscal Year Ending In

	2023 (Adopted Budget)		2024 (Proposed Budget)		Fiscal Year Ending In					Total Interest Payments Outstanding
	2023 (Adopted Budget)	2024 (Proposed Budget)	2025	2026	2027	2028	2029	Thereafter		
<i>Water</i>										
SERIES 2005	\$ 3,062	\$ 2,188	\$ 1,094							\$ 3,282
SERIES 2011	27,376	20,031	10,093							36,375
	39,325	19,663								19,663
Total Interest Payments	69,763	41,882	11,187	6,251						59,320
<i>Operation #3</i>										
Total Interest Payments	-	-	-	-						-
<i>Operation #4</i>										
Total Interest Payments	-	-	-	-						-
<i>Operation #5</i>										
Total Interest Payments	-	-	-	-						-
<i>Operation #6</i>										
Total Interest Payments	-	-	-	-						-
Total Interest Payments	-	-	-	-						-
TOTAL INTEREST ALL OPERATIONS	\$ 69,763	\$ 41,882	\$ 11,187	\$ 6,251	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 59,320

Net Position Reconciliation

Monmouth County Bayshore Outfall Authority
For the Period: January 01, 2024 to December 31, 2024

FY 2024 Proposed Budget

	Water	Water	Operation #3	Operation #4	Operation #5	Operation n #6	Total All Operations
TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)	\$ 5,161,151						\$ 5,161,151
Less: Invested in Capital Assets, Net of Related Debt (1)	3,272,547						3,272,547
Less: Restricted for Debt Service Reserve (1)	172,875						172,875
Less: Other Restricted Net Position (1)	272,376						272,376
Total Unrestricted Net Position (1)	1,443,353						1,443,353
Less: Designated for Non-Operating Improvements & Repairs							-
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	1,443,353	-	-	-	-	-	-	1,443,353
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	30,000	-	-	-	-	-	-	30,000
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	30,000	-	-	-	-	-	-	30,000
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR	\$ 1,413,353	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,413,353
Last issued Audit Report (4)								

(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 \$ 100,698 \$ - \$ - \$ - \$ - \$ - \$ 100,698

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

FISCAL YEAR 2024

Monmouth County Bayshore Outfall Authority

(Authority Name)

2024 AUTHORITY CAPITAL BUDGET/PROGRAM

2024 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Monmouth County Bayshore Outfall Authority

(Authority Name)

Fiscal Year: January 01, 2024 to December 31, 2024

Check the box for the applicable statement below:

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Monmouth County Bayshore Outfall Authority, on October 16, 2023.

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

Officer's Signature:	bayshoreoutfall@yahoo.com
Name:	Barbara J. Vilanova
Title:	Secretary
Address:	P.O. Box 184 Belford, NJ 07718
Phone Number:	732-495-2100
Fax Number:	732-495-6808
E-mail Address:	bayshoreoutfall@yahoo.com

2024 CAPITAL BUDGET/PROGRAM MESSAGE

Monmouth County Bayshore Outfall Authority

Fiscal Year: January 01, 2024 to December 31, 2024

Answer all questions below using the space provided.

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program (this may include the governing body or certain officials, such as planning boards, Construction Code Officials) as to these projects?

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

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

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

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.

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.

Proposed Capital Budget

Monmouth County Bayshore Outfall Authority
For the Period: January 01, 2024 to December 31, 2024

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Water</i>						
Miscellaneous	\$ 30,000	\$ 30,000				
Total	30,000	30,000	-	-	-	-
<i>Water</i>						
	-					
Total	-	-	-	-	-	-
<i>Operation #3</i>						
	-					
Total	-	-	-	-	-	-
<i>Operation #4</i>						
	-					
Total	-	-	-	-	-	-
<i>Operation #5</i>						
	-					
Total	-	-	-	-	-	-
<i>Operation #6</i>						
	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -

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

5 Year Capital Improvement Plan

Monmouth County Bayshore Outfall Authority
For the Period: January 01, 2024 to December 31, 2024

Fiscal Year Ending in

	Estimated Total Cost	2024 (Proposed Budget)	2025	2026	2027	2028	2029
<i>Water</i>							
Miscellaneous	\$ 180,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Vehicle Purchase	30,000	-	-	30,000	-	-	-
	-	-	-	-	-	-	-
Total	210,000	30,000	30,000	60,000	30,000	30,000	30,000
<i>Water</i>							
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
<i>Operation #3</i>							
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
<i>Operation #4</i>							
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
<i>Operation #5</i>							
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
<i>Operation #6</i>							
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-
TOTAL	\$ 210,000	\$ 30,000	\$ 30,000	\$ 60,000	\$ 30,000	\$ 30,000	\$ 30,000

5 Year Capital Improvement Plan Funding Sources

Monmouth County Bayshore Outfall Authority
For the Period: January 01, 2024 to December 31, 2024

		<i>Funding Sources</i>				
		Estimated Total	Renewal &		Debt	
		Cost	Unrestricted Net	Replacement	Authorization	Capital Grants
			Position Utilized	Reserve		Other Sources
<i>Water</i>						
Miscellaneous	\$ 180,000	\$ 90,000	\$ 90,000			
Vehicle Purchase	30,000		30,000			
	-					
	-					
Total	210,000	90,000	120,000	-	-	-
<i>Water</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #3</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #4</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #5</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #6</i>						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
TOTAL	\$ 210,000	\$ 90,000	\$ 120,000	\$ -	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 210,000					

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

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

Contracting Unit: Monmouth County Bayshore Outfall Authority Year Ending: December 31, 2022

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

--

For each change order listed above, submit with introduced budget a copy of the governing body resolution authorizing the change order and an Affidavit of Publication for the newspaper notice required by N.J.A.C. 5:30-11.9(d). (Affidavit must include a copy of the newspaper notice.)
If you have not had a change order exceeding the 20 percent threshold for the year indicated above, please check here and certify below.

5-Dec-23
Date

Barbara J. Milanova
Clerk/Secretary to the Governing Body

Appendix to Budget Document