

## General Instructions to Complete the Authority Budget Workbook

Authority Budget Template Version 2024-2025

**\*\*This version of the authority budget template is required to be used for all authority budget cycles with a start date of July 1, 2024 and later.\*\***

- a) This workbook shall be used for completing the Authority Introduced and Adopted Budgets.
- b) It is designed to automatically calculate amounts linked from various data entry points.
- c) The individual tabs containing formulas are locked to protect the formulas.
- d) Fill in only the gray and yellow highlighted sections of the worksheet.
- e) Begin by navigating to the "KEY INPUTS" tab.

Select the Authority by clicking on cell B5 and selecting from the dropdown menu. This will populate the entity name and county.

- f) Continue to complete each of the fields in order to populate standard information throughout the workbook.  
When copying information from another document, users must select "Paste Values" when pasting the information into this
- g) workbook.
- h) In all "signature" cells, enter the email address of the certifying official.



<b>Fiscal Year Begin:</b>	2024
<b>Fiscal Year End:</b>	2025
<b>Begin Date:</b>	November 1, 2024
<b>End Date:</b>	October 31, 2025
<b>Authority Name:</b>	Pequannock River Basin Regional Sewerage Authority
<b>Web Address</b>	PRBRSA.org

Governing Body Members	
<b>Commissioner #1</b>	Raymond Verdonik
<b>Commissioner #2</b>	Robert Voorman
<b>Commissioner #3</b>	James Lampmann
<b>Commissioner #4</b>	Dave Desai
<b>Commissioner #5</b>	Edwin Howard
<b>Commissioner #6</b>	Sean Mabey
<b>Commissioner #7</b>	Vincent Pellegrini
<b>Commissioner #8</b>	Morgan Wilkes
<b>Commissioner #9</b>	
<b>Commissioner #10</b>	
<b>Commissioner #11</b>	
<b>Commissioner #12</b>	
<b>Commissioner #13</b>	
<b>Commissioner #14</b>	

Commissioner names will appear on the approval and adoption resolutions in the order they are listed on this page.

Certification Sections	
Preparer Certification	
<b>Preparer Name</b>	Jamie Avagnano
<b>Title</b>	Authority Administrator
<b>Address</b>	1 Ace Road
<b>Address 2</b>	Butler, NJ 07405
<b>Phone</b>	973-838-7200 x 250
<b>Fax</b>	973-838-3762
<b>Email</b>	<a href="mailto:javag@prbrsa.org">javag@prbrsa.org</a>

<b>Commissioner #8</b>	Morgan Wilkes
<b>Commissioner #9</b>	
<b>Commissioner #10</b>	
<b>Commissioner #11</b>	
<b>Commissioner #12</b>	
<b>Commissioner #13</b>	
<b>Commissioner #14</b>	

Regional Authorities.  
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Approval Certification	
<b>Officer's Name</b>	Dave Desai
<b>Title</b>	Secretary
<b>Address</b>	1 Ace Road
<b>Address 2</b>	Butler, NJ 07405
<b>Phone</b>	973-838-7200 x 250
<b>Fax</b>	973-838-3762
<b>Email</b>	<a href="mailto:authority@prbrsa.org">authority@prbrsa.org</a>

Authority Operations and Functions:	
<b>Operation #1</b>	Conveyance Gravity Sewer
<b>Operation #2</b>	Operation #2
<b>Operation #3</b>	Operation #3
<b>Operation #4</b>	Operation #4
<b>Operation #5</b>	Operation #5
<b>Operation #6</b>	Operation #6

Internet Certification	
<b>Officer's Name</b>	Dave Desai
<b>Title</b>	Secretary

Adoption Certification	
<b>Officer's Name</b>	Dave Desai
<b>Title</b>	Secretary
<b>Address</b>	1 Ace Road
<b>Address 2</b>	Butler, NJ 07405
<b>Phone</b>	973-838-7200 x 250
<b>Fax</b>	973-838-3762
<b>Email</b>	<a href="mailto:Authority@prbrsa.org">Authority@prbrsa.org</a>

Capital Budget/Program Certification	
<b>Officer's Name</b>	Dave Desai
<b>Title</b>	Secretary
<b>Address</b>	1 Ace Road
<b>Address 2</b>	Butler, NJ 07405
<b>Phone</b>	973-838-7200 x 250
<b>Fax</b>	973-838-3762
<b>Email</b>	<a href="mailto:authority@prbrsa.org">authority@prbrsa.org</a>

Fiscal Year                      Start Year                      End Year  
   **2024**                      –                      **2025**

***Authority Budget of:***  
***Pequannock River Basin Regional Sewerage Authority***

**State Filing Year                      2025**

***For the Period:***                      ***November 1, 2024***    to    ***October 31, 2025***

**PRBRSA.org**  
Authority Web Address



***Division of Local Government Services***

**2025 AUTHORITY BUDGET  
CERTIFICATION SECTION**

# FISCAL YEAR 2025

Pequannock River Basin Regional Sewerage Authority

## AUTHORITY BUDGET

FISCAL YEAR: November 01, 2024 to October 31, 2025

### 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: \_\_\_\_\_

# 2025 PREPARER'S CERTIFICATION

Pequannock River Basin Regional Sewerage Authority

## AUTHORITY BUDGET

**FISCAL YEAR: November 01, 2024 to October 31, 2025**

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:	javag@prbrsa.org
Name:	Jamie Avagnano
Title:	Authority Administrator
Address:	1 Ace Road Butler, NJ 07405
Phone Number:	973-838-7200 x 250
Fax Number:	973-838-3762
E-mail Address:	javag@prbrsa.org

# AUTHORITY INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	PRBRSA.org
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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: Dave Desai  
Title of Officer Certifying Compliance: Secretary  
Signature: Authority@prbrsa.org



# 2025 APPROVAL CERTIFICATION

Pequannock River Basin Regional Sewerage Authority

## AUTHORITY BUDGET

**FISCAL YEAR: November 01, 2024 to October 31, 2025**

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Pequannock River Basin Regional Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on August 21, 2024.

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.

<b>Officer's Signature:</b>	authority@prbrsa.org
<b>Name:</b>	Dave Desai
<b>Title:</b>	Secretary
<b>Address:</b>	1 Ace Road Butler, NJ 07405
<b>Phone Number:</b>	973-838-7200 x 250
<b>Fax Number:</b>	973-838-3762
<b>E-mail Address:</b>	authority@prbrsa.org



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# 2025 ADOPTION CERTIFICATION

Pequannock River Basin Regional Sewerage Authority

## AUTHORITY BUDGET

**FISCAL YEAR: November 01, 2024 to October 31, 2025**

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Pequannock River Basin Regional Sewerage Authority, pursuant to N.J.A.C 5:31-2.3, on October 16, 2024.

<b>Officer's Signature:</b>	Authority@prbrsa.org		
<b>Name:</b>	Dave Desai		
<b>Title:</b>	Secretary		
<b>Address:</b>	1 Ace Road Butler, NJ 07405		
<b>Phone Number:</b>	973-838-7200 x 250	<b>Fax:</b>	973-838-3762
<b>E-mail address:</b>	Authority@prbrsa.org		

# 2025 ADOPTED BUDGET RESOLUTION

## Pequannock River Basin Regional Sewerage Authority

### FISCAL YEAR: November 01, 2024 to October 31, 2025

WHEREAS, the Annual Budget and Capital Budget/Program for the Pequannock River Basin Regional Sewerage Authority for the beginning November 01, 2024 and ending October 31, 2025 has been presented for adoption before the governing body of the Pequannock River Basin Regional Sewerage Authority at its open public meeting of October 16, 2024; 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 \$5,996,000.00, Total Appropriations, including any Accumulated Deficit, if any, of \$5,996,000.00, and Total Unrestricted Net Position utilized of \$0.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$6,125,000.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Pequannock River Basin Regional Sewerage Authority at an open public meeting held on October 16, 2024 that the Annual Budget and Capital Budget/Program of the Pequannock River Basin Regional Sewerage Authority for the fiscal year beginning November 01, 2024 and ending October 31, 2025 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.

Dave Desai Authority@prbrsa.org  
(Secretary's Signature)

10/16/2024  
(Date)

**Governing Body Recorded Vote**

Member	Aye	Nay	Abstain	Absent
Raymond Verdonik	x			
Robert Voorman	x			
James Lampmann	x			
Dave Desai	x			
Edwin Howard				x
Sean Mabey	x			
Vincent Pellegrini				x
Morgan Wilkes	x			

**2025 AUTHORITY BUDGET  
NARRATIVE AND INFORMATION SECTION**

# 2025 AUTHORITY BUDGET MESSAGE & ANALYSIS

## Pequannock River Basin Regional Sewerage Authority

**FISCAL YEAR: November 01, 2024 to October 31, 2025**

*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 2025 proposed Annual Budget and make comparison to the Fiscal Year 2024 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.

Non-Operating Revenues - Up 15.2% due to increase in interest income from higher than expencted interest rates

Total Interest Income - Up 166.7% due to higher interest rate yields.

Appropriations:

Administration - Increase of 17% due to increases in upfront professional services associated with proposed 2025 projects as well as general increases in insurance and general engineering for operations and GIS upgrades.

Total Interest Payment on Debt reduced by 30.4%- Interest payments reduced per loan repayment schedules.

Non-Opreating Revenues 2024 up 100% - This is under Budget Amendment 1, which included receipt of a user charge credit from Two Bridges Sewerage Authority as well as funds from a Settlement Agreement. All funds were credited to the member municipalities.

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 remains stable within the member municipalities.

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.

N/A

# 2025 AUTHORITY BUDGET MESSAGE & ANALYSIS

Pequannock River Basin Regional Sewerage Authority

**FISCAL YEAR: November 01, 2024 to October 31, 2025**

*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.)

As PRBRSA has no employees, PRBRSA entered into a Shared Service agreement with the Borough of Butler for the position of the Authority Administrator to perform the daily operations of the Authority. PRBRSA reimburses the Borough of Butler for all costs associated with the services provided under the Shared Service Agreement.

5. The proposed budget must not reflect an anticipated deficit from 2024 operations. If there exists an accumulated deficit from prior year's budgets (and funding is included in the proposed budget as a result of a prior year deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

N/A

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



# 2025 AUTHORITY BUDGET MESSAGE & ANALYSIS

Pequannock River Basin Regional Sewerage Authority

**FISCAL YEAR: November 01, 2024 to October 31, 2025**

*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**".

Rates Are Staying The Same.

# AUTHORITY CONTACT INFORMATION

## FISCAL YEAR 2025

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

<b>Name of Authority:</b>	Pequannock River Basin Regional Sewerage Authority		
<i>Federal ID Number:</i>	22-2067631		
<i>Address:</i>	1 Ace Road		
<i>City, State, Zip:</i>	Butler	NJ	07405
<i>Phone: (ext.)</i>	973-838-7200 x 250	<i>Fax:</i>	973-838-3762

<b>Preparer's Name:</b>	Jamie Avagnano		
<i>Preparer's Address:</i>	1 Ace Road		
<i>City, State, Zip:</i>	Butler	NJ	07504
<i>Phone: (ext.)</i>	973-838-7200 x 250	<i>Fax:</i>	933-838-3762
<i>E-mail:</i>	<a href="mailto:javag@prbrsa.org">javag@prbrsa.org</a>		

<b>Chief Executive Officer*</b>	Jamie Avagnano		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	973-838-7200 x 250	<i>Fax:</i>	973-838-3762
<i>E-mail:</i>	<a href="mailto:javag@prbrsa.org">javag@prbrsa.org</a>		

<b>Chief Financial Officer*</b>	Jamie Avagnano		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	973-838-7200 x 250	<i>Fax:</i>	973-838-3762
<i>E-mail:</i>	<a href="mailto:javag@prbrsa.org">javag@prbrsa.org</a>		

<b>Name of Auditor:</b>	Paul Cuva		
<i>Name of Firm:</i>	Wielkocz & Company		
<i>Address:</i>	401 Wanaque Avenue		
<i>City, State, Zip:</i>	Pompton Lakes	NJ	07442
<i>Phone: (ext.)</i>	973-835-7900	<i>Fax:</i>	973-835-6631
<i>E-mail:</i>	<a href="mailto:pcuva@w-cpa.com">pcuva@w-cpa.com</a>		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## Pequannock River Basin Regional Sewerage Authority

**FISCAL YEAR: November 01, 2024 to October 31, 2025**

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

0

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:

\$ -

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

8

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

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

0

*(Maximum is 2)*

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

Yes

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

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

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

No

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

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

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

No

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

No

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

No

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

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

No

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

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

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

# AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

## Pequannock River Basin Regional Sewerage Authority

**FISCAL YEAR: November 01, 2024 to October 31, 2025**

**10.** Did the Authority pay for meals or catering during the current fiscal year? No  
*If "yes", provide a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*

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

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

a. First class or charter travel	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)

Pequannock River Basin Regional Sewerage Authority

**FISCAL YEAR: November 01, 2024 to October 31, 2025**

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

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

# AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Pequannock River Basin Regional Sewerage Authority

**FISCAL YEAR: November 01, 2024 to October 31, 2025**

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

9. Compensation for Jamie Avagnano, Administrator, under the Shared Services Agreement with the Borough of Butler is reviewed annually based on a performance review and recommendations by an appointed Personnel Committee.

Salaries reported from other Authorities for similar positions are also reviewed.

The annual compensation is approved by the Board Members. Authority Commissioners are volunteer only.

11. Jamie Avagnano, Administrator, received \$590.82 reimbursement for travel expenses to attend the Rutgers QPA Conference in Atlantic City, NJ

4-23-4-25-24 QPA Forum Atlantic City: Mileage: \$201, Tolls \$16.84, Hotel \$297.98; Meals \$75 = \$590.82

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

## Pequannock River Basin Regional Sewerage Authority

**FISCAL YEAR: November 01, 2024 to October 31, 2025**

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

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

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

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

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

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

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

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

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

**Pequannock River Basin Regional Sewerage Authority  
For the Period November 01, 2024 to October 31, 2025**

Name	Title	Average Hours per Week Dedicated to Position	Position				Reportable Compensation from Authority (W-2/ 1099)				Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority
			Commissioner	Key Employee Officer	Highest Compensated Employee	Former	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)			
1 Raymond Verdonik	Chairman	3	x				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2 Robert Voorman	Vice Chairman	3	x				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3 Dave Desai	Secretary	3	x				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4 James Lampmann	Treasurer	3	x				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 Edwin Howard	Commissioner	2	x				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6 Sean Mabey	Commissioner	2	x				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7 Vincent Pellegrini	Commissioner	2	x				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8 Morgan Wilkes	Commissioner	2	x				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9 Jamie Avagnano	Administrator	40	x	x			\$ 93,000.00	\$ -	\$ -	\$ -	\$ 37,000.00	\$ 130,000.00
10											\$ -	\$ -
11											\$ -	\$ -
12											\$ -	\$ -
13											\$ -	\$ -
14											\$ -	\$ -
15											\$ -	\$ -
16											\$ -	\$ -
17											\$ -	\$ -
18											\$ -	\$ -
19											\$ -	\$ -
20											\$ -	\$ -
21											\$ -	\$ -
22											\$ -	\$ -
23											\$ -	\$ -
24											\$ -	\$ -
25											\$ -	\$ -
26											\$ -	\$ -
27											\$ -	\$ -
28											\$ -	\$ -
29											\$ -	\$ -
30											\$ -	\$ -
31											\$ -	\$ -
32											\$ -	\$ -
33											\$ -	\$ -
34											\$ -	\$ -
35											\$ -	\$ -
<b>Total:</b>							\$ 93,000.00	\$ -	\$ -	\$ -	\$ 37,000.00	\$ 130,000.00



## Schedule of Health Benefits - Detailed Cost Analysis

Pequannock River Basin Regional Sewerage Authority

For the Period: November 01, 2024 to October 31, 2025

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)
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative - )			-			-	-	
Subtotal			-			-	-	
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative - )			-			-	-	
Subtotal			-			-	-	
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	
Parent & Child			-			-	-	
Employee & Spouse (or Partner)			-			-	-	
Family			-			-	-	
Employee Cost Sharing Contribution (enter as negative - )			-			-	-	
Subtotal			-			-	-	
<b>GRAND TOTAL</b>	-		-	-		-	-	

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









## Schedule of Shared Service Agreements

Pequannock River Basin Regional Sewerage Authority

For the Period: November 01, 2024 to October 31, 2025

*If no shared services, check this box:*

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

Name of Entity Providing Service	Name of Entity Receiving Service	Type of Shared Service Provided	Comments (Enter more specifics if needed)	Agreement Effective Date	Agreement End Date	Amount to be Received by/ Paid from Authority
Borough of Butler	Pequannock River Basin RSA	Administrative	PRBRSA has no employees - the daily operations of the Authority are performed by the Authority Administrator under the Shared Services Agreement	1/18/2018	1/18/2028	\$ 130,000



**2025 AUTHORITY BUDGET  
FINANCIAL SCHEDULES SECTION**



## SUMMARY

Pequannock River Basin Regional Sewerage Authority  
For the Period: November 01, 2024 to October 31, 2025

	<b>FY 2025 Proposed Budget</b>						<b>FY 2024 Adopted Budget</b>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>	
	<b>Conveyance Gravity Sewer</b>	<b>Operation #2</b>	<b>Operation #3</b>	<b>Operation #4</b>	<b>Operation #5</b>	<b>Operation #6</b>	<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations All Operations</b>	
<b>REVENUES</b>										
Total Operating Revenues	\$ 5,596,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,596,000	\$ 5,388,684	\$ 207,316	3.8%
Total Non-Operating Revenues	400,000	-	-	-	-	-	400,000	347,116	52,884	15.2%
Total Anticipated Revenues	5,996,000	-	-	-	-	-	5,996,000	5,735,800	260,200	4.5%
<b>APPROPRIATIONS</b>										
Total Administration	391,600	-	-	-	-	-	391,600	334,600	57,000	17.0%
Total Cost of Providing Services	5,094,400	-	-	-	-	-	5,094,400	4,891,000	203,400	4.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	90,000	-	-	-	-	-	90,000	86,700	3,300	3.8%
Total Operating Appropriations	5,576,000	-	-	-	-	-	5,576,000	5,312,300	263,700	5.0%
Total Interest Payments on Debt	8,000	-	-	-	-	-	8,000	11,500	(3,500)	-30.4%
Total Other Non-Operating Appropriations	412,000	-	-	-	-	-	412,000	412,000	-	
Total Non-Operating Appropriations	420,000	-	-	-	-	-	420,000	423,500	(3,500)	-0.8%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	5,996,000	-	-	-	-	-	5,996,000	5,735,800	260,200	4.5%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-	-	#DIV/0!
Net Total Appropriations	5,996,000	-	-	-	-	-	5,996,000	5,735,800	260,200	4.5%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>

# Revenue Schedule

Pequannock River Basin Regional Sewerage Authority  
For the Period: November 01, 2024 to October 31, 2025

<b>FY 2025 Proposed Budget</b>							<b>FY 2024 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>	
<b>Conveyance</b>						<b>Total All Operations</b>	<b>Total All Operations</b>	<b>All Operations</b>	<b>All Operations</b>	
<b>OPERATING REVENUES</b>	<b>Gravity Sewer</b>	<b>Operation #2</b>	<b>Operation #3</b>	<b>Operation #4</b>	<b>Operation #5</b>	<b>Operation #6</b>				
<b>Service Charges</b>										
Residential							\$ -	\$ -	\$ -	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental	5,596,000						5,596,000	5,388,684	207,316	3.8%
Other							-	-	-	#DIV/0!
<b>Total Service Charges</b>	<b>5,596,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,596,000</b>	<b>5,388,684</b>	<b>207,316</b>	<b>3.8%</b>
<b>Connection Fees</b>										
Residential							-	-	-	#DIV/0!
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Connection Fees</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Parking Fees</b>										
Meters							-	-	-	#DIV/0!
Permits							-	-	-	#DIV/0!
Fines/Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Parking Fees</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Other Operating Revenues (List)</b>										
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
<b>Total Other Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
<b>Total Operating Revenues</b>	<b>5,596,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,596,000</b>	<b>5,388,684</b>	<b>207,316</b>	<b>3.8%</b>
<b>NON-OPERATING REVENUES</b>										
<b>Other Non-Operating Revenues (List)</b>										
TBSA Credit - 2024 Budget Amend. 1							-	17,116	(17,116)	-100.0%
Settlement Agreement 2024 Amend 1							-	180,000	(180,000)	-100.0%
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
<b>Total Other Non-Operating Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>197,116</b>	<b>(197,116)</b>	<b>-100.0%</b>
<b>Interest on Investments &amp; Deposits (List)</b>										
Interest Earned	400,000						400,000	150,000	250,000	166.7%
Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
<b>Total Interest</b>	<b>400,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>400,000</b>	<b>150,000</b>	<b>250,000</b>	<b>166.7%</b>
<b>Total Non-Operating Revenues</b>	<b>400,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>400,000</b>	<b>347,116</b>	<b>52,884</b>	<b>15.2%</b>
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 5,996,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,996,000</b>	<b>\$ 5,735,800</b>	<b>\$ 260,200</b>	<b>4.5%</b>



# Appropriations Schedule

Pequannock River Basin Regional Sewerage Authority  
For the Period: November 01, 2024 to October 31, 2025

	<b>FY 2025 Proposed Budget</b>							<b>FY 2024</b>		
							<b>Total All</b>	<b>Total All</b>	<b>All Operations</b>	<b>All Operations</b>
	<b>Conveyance</b>	<b>Operation #2</b>	<b>Operation #3</b>	<b>Operation #4</b>	<b>Operation #5</b>	<b>Operation #6</b>	<b>Operations</b>	<b>Adopted Budget</b>	<b>Proposed vs. Adopted</b>	<b>Proposed vs. Adopted</b>
	<b>Gravity Sewer</b>							<b>Operations</b>	<b>All Operations</b>	<b>All Operations</b>
<b>OPERATING APPROPRIATIONS</b>										
<i>Administration - Personnel</i>										
Salary & Wages	\$ -						\$ -	\$ -	\$ -	#DIV/0!
Fringe Benefits	-						-	-	-	#DIV/0!
Total Administration - Personnel	-						-	-	-	#DIV/0!
<i>Administration - Other (List)</i>										
Professional Services, Shared Services, Insurance and office expenses	391,600						391,600	334,600	57,000	17.0%
Miscellaneous Administration*							-	-	-	#DIV/0!
Total Administration - Other	391,600						391,600	334,600	57,000	17.0%
Total Administration	391,600						391,600	334,600	57,000	17.0%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	-						-	-	-	#DIV/0!
Fringe Benefits	-						-	-	-	#DIV/0!
Total COPS - Personnel	-						-	-	-	#DIV/0!
<i>Cost of Providing Services - Other (List)</i>										
TBSA Service Contract Annual Charges for Treatment; Operation and Maintenance Contracts; Remediation projects and System Improvements	5,094,400						5,094,400	4,891,000	203,400	4.2%
Miscellaneous COPS*							-	-	-	#DIV/0!
Total COPS - Other	5,094,400						5,094,400	4,891,000	203,400	4.2%
Total Cost of Providing Services	5,094,400						5,094,400	4,891,000	203,400	4.2%
Total Principal Payments on Debt Service in Lieu of Depreciation	90,000						90,000	86,700	3,300	3.8%
Total Operating Appropriations	5,576,000						5,576,000	5,312,300	263,700	5.0%
<b>NON-OPERATING APPROPRIATIONS</b>										
Total Interest Payments on Debt	8,000						8,000	11,500	(3,500)	-30.4%
Operations & Maintenance Reserve	-						-	-	-	#DIV/0!
Renewal & Replacement Reserve	309,000						309,000	309,000	-	0.0%
Municipality/County Appropriation	-						-	-	-	#DIV/0!
Other Reserves	103,000						103,000	103,000	-	0.0%
Total Non-Operating Appropriations	420,000						420,000	423,500	(3,500)	-0.8%
<b>TOTAL APPROPRIATIONS</b>	<b>5,996,000</b>						<b>5,996,000</b>	<b>5,735,800</b>	<b>260,200</b>	<b>4.5%</b>
<b>ACCUMULATED DEFICIT</b>										
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>5,996,000</b>						<b>5,996,000</b>	<b>5,735,800</b>	<b>260,200</b>	<b>4.5%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>										
Municipality/County Appropriation	-						-	-	-	#DIV/0!
Other	-						-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-						-	-	-	#DIV/0!
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 5,996,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,996,000</b>	<b>\$ 5,735,800</b>	<b>\$ 260,200</b>	<b>4.5%</b>

\* 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    \$ 278,800.00    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 278,800.00







# Prior Year Adopted Appropriations Schedule

## Pequannock River Basin Regional Sewerage Authority

### FY 2024 Adopted Budget

	Conveyance						Total All Operations	
	Gravity Sewer	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6		
<b>OPERATING APPROPRIATIONS</b>								
<i>Administration - Personnel</i>								
Salary & Wages							\$	-
Fringe Benefits								-
Total Administration - Personnel	-	-	-	-	-	-	-	
<i>Administration - Other (List)</i>								
Professional Services, Shared Services, Insurance, Office Expenses	334,600						334,600	
Miscellaneous Administration*								-
Total Administration - Other	334,600	-	-	-	-	-	334,600	
Total Administration	334,600	-	-	-	-	-	334,600	
<i>Cost of Providing Services - Personnel</i>								
Salary & Wages								-
Fringe Benefits								-
Total COPS - Personnel	-	-	-	-	-	-	-	
<i>Cost of Providing Services - Other (List)</i>								
TBSA Service Contract Annual Charges, Operation and Maintenance Contracts, Remediation Projects, Sstem Improvement Services	4,891,000						4,891,000	
Miscellaneous COPS*								-
Total COPS - Other	4,891,000	-	-	-	-	-	4,891,000	
Total Cost of Providing Services	4,891,000	-	-	-	-	-	4,891,000	
Total Principal Payments on Debt Service in Lieu of Depreciation	86,700	-	-	-	-	-	86,700	
Total Operating Appropriations	5,312,300	-	-	-	-	-	5,312,300	
<b>NON-OPERATING APPROPRIATIONS</b>								
Total Interest Payments on Debt	11,500	-	-	-	-	-	11,500	
Operations & Maintenance Reserve								-
Renewal & Replacement Reserve	309,000							309,000
Municipality/County Appropriation								-
Other Reserves	103,000							103,000
Total Non-Operating Appropriations	423,500	-	-	-	-	-	423,500	
<b>TOTAL APPROPRIATIONS</b>	5,735,800	-	-	-	-	-	5,735,800	
<b>ACCUMULATED DEFICIT</b>								-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	5,735,800	-	-	-	-	-	5,735,800	
<b>UNRESTRICTED NET POSITION UTILIZED</b>								
Municipality/County Appropriation	-	-	-	-	-	-	-	
Other								-
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	
<b>TOTAL NET APPROPRIATIONS</b>	\$ 5,735,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,735,800	

\* 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    \$ 265,615.00    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 265,615.00









## Debt Service Schedule - Principal

Pequannock River Basin Regional Sewerage Authority

If Authority has no debt, check this box:

	Date of Local Finance Board Approval	<i>Fiscal Year Ending in</i>								Total Principal Outstanding
		2024 (Adopted Budget)	2025 (Proposed Budget)	2026	2027	2028	2029	2030	Thereafter	
<i>Conveyance Gravity Sewer</i>										
2015 Ibank Loan	2015	\$ 86,700	\$ 90,000	\$ 90,134	\$ 89,634	\$ 94,234	\$ 93,734	\$ 93,234	\$ 372,836	\$ 923,806
Total Principal		86,700	90,000	90,134	89,634	94,234	93,734	93,234	372,836	923,806
<i>Operation #2</i>										
Total Principal		-	-	-	-	-	-	-	-	-
<i>Operation #3</i>										
Total Principal		-	-	-	-	-	-	-	-	-
<i>Operation #4</i>										
Total Principal		-	-	-	-	-	-	-	-	-
<i>Operation #5</i>										
Total Principal		-	-	-	-	-	-	-	-	-
<i>Operation #6</i>										
Total Principal		-	-	-	-	-	-	-	-	-
<b>TOTAL PRINCIPAL ALL OPERATIONS</b>		<b>\$ 86,700</b>	<b>\$ 90,000</b>	<b>\$ 90,134</b>	<b>\$ 89,634</b>	<b>\$ 94,234</b>	<b>\$ 93,734</b>	<b>\$ 93,234</b>	<b>\$ 372,836</b>	<b>\$ 923,806</b>

<i>Indicate the Authority's most recent bond rating and the year of the rating by ratings service.</i>			
	<b>Moody's</b>	<b>Fitch</b>	<b>Standard &amp; Poors</b>
Bond Rating			
Year of Last Rating			



## Debt Service Schedule - Interest

Pequannock River Basin Regional Sewerage Authority

If Authority has no debt, check this box:

*Fiscal Year Ending in*

	2024 (Adopted Budget)	2025 (Proposed Budget)	2026	2027	2028	2029	2030	Thereafter	Total Interest Payments Outstanding
<i>Conveyance Gravity Sewer</i>									
2015 Ibank Loan	\$ 11,500	\$ 8,000	\$ 5,000	\$ 4,500	\$ 4,000	\$ 3,600	\$ 3,100	\$ 7,900	\$ 36,100
									-
									-
Total Interest Payments	11,500	8,000	5,000	4,500	4,000	3,600	3,100	7,900	36,100
<i>Operation #2</i>									
									-
									-
									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<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	-	-	-	-	-	-	-	-	-
<b>TOTAL INTEREST ALL OPERATIONS</b>	<b>\$ 11,500</b>	<b>\$ 8,000</b>	<b>\$ 5,000</b>	<b>\$ 4,500</b>	<b>\$ 4,000</b>	<b>\$ 3,600</b>	<b>\$ 3,100</b>	<b>\$ 7,900</b>	<b>\$ 36,100</b>



## Net Position Reconciliation

Pequannock River Basin Regional Sewerage Authority  
For the Period: November 01, 2024 to October 31, 2025

### FY 2025 Proposed Budget

	Conveyance Gravity Sewer	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)</b>	\$ 17,659,508						\$ 17,659,508
Less: Invested in Capital Assets, Net of Related Debt (1)	5,462,085						5,462,085
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)							-
Total Unrestricted Net Position (1)	12,197,423	-	-	-	-	-	12,197,423
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution	4,868,594						4,868,594
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)							-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	7,328,829	-	-	-	-	-	7,328,829
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	-	-	-	-	-	-	-
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>							
<b>Last issued Audit Report (4)</b>	\$ 7,328,829	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,328,829

(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      \$ 278,800    \$ -    \$ -    \$ -    \$ -    \$ -    \$ 278,800

(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 2025**

**Pequannock River Basin Regional Sewerage Authority**  
(Authority Name)

**2025 AUTHORITY CAPITAL BUDGET/PROGRAM**

# 2025 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

**Pequannock River Basin Regional Sewerage Authority**

(Authority Name)

**Fiscal Year: November 01, 2024 to October 31, 2025**

*Check the box for the applicable statement below:*

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Pequannock River Basin Regional Sewerage Authority, on October 16, 2024.

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

<b>Officer's Signature:</b>	authority@prbrsa.org
<b>Name:</b>	Dave Desai
<b>Title:</b>	Secretary
<b>Address:</b>	1 Ace Road Butler, NJ 07405
<b>Phone Number:</b>	973-838-7200 x 250
<b>Fax Number:</b>	973-838-3762
<b>E-mail Address:</b>	authority@prbrsa.org

# 2025 CAPITAL BUDGET/PROGRAM MESSAGE

Pequannock River Basin Regional Sewerage Authority

**Fiscal Year: November 01, 2024 to October 31, 2025**

*Answer all questions below using the space provided.*

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

Yes

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

Yes

Yes

Yes

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

Yes

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

NJ I-BANK 30 year loan

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

None

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

None

## Proposed Capital Budget

**Pequannock River Basin Regional Sewerage Authority**  
For the Period: November 01, 2024 to October 31, 2025

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Conveyance Gravity Sewer</i>						
Sewer Interceptor Relining Project	\$ 6,125,000		\$ 125,000	\$ 6,000,000		
	-					
	-					
Total	6,125,000	-	125,000	6,000,000	-	-
<i>Operation #2</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #3</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #4</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #5</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #6</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 6,125,000</b>	<b>\$ -</b>	<b>\$ 125,000</b>	<b>\$ 6,000,000</b>	<b>\$ -</b>	<b>\$ -</b>

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







# 5 Year Capital Improvement Plan

**Pequannock River Basin Regional Sewerage Authority**  
 For the Period: November 01, 2024 to October 31, 2025

	Estimated Total Cost	Fiscal Year Ending in						
		2025 (Proposed Budget)	2026	2027	2028	2029	2030	
<i>Conveyance Gravity Sewer</i>								
	\$ 8,675,000	\$ 6,125,000	\$ 300,000	\$ 300,000	\$ 1,500,000	\$ 300,000	\$ 150,000	
	-	-						
	-	-						
Total	8,675,000	6,125,000	300,000	300,000	1,500,000	300,000	150,000	
<i>Operation #2</i>								
	-	-						
	-	-						
	-	-						
Total	-	-	-	-	-	-	-	
<i>Operation #3</i>								
	-	-						
	-	-						
	-	-						
Total	-	-	-	-	-	-	-	
<i>Operation #4</i>								
	-	-						
	-	-						
	-	-						
Total	-	-	-	-	-	-	-	
<i>Operation #5</i>								
	-	-						
	-	-						
	-	-						
Total	-	-	-	-	-	-	-	
<i>Operation #6</i>								
	-	-						
	-	-						
	-	-						
Total	-	-	-	-	-	-	-	
<b>TOTAL</b>	\$ 8,675,000	\$ 6,125,000	\$ 300,000	\$ 300,000	\$ 1,500,000	\$ 300,000	\$ 150,000	







# 5 Year Capital Improvement Plan

Pequannock River Basin Regional Sewerage Authority  
For the Period: November 01, 2024 to October 31, 2025

	Estimated Total Cost	<i>Fiscal Year Ending in</i>					
		2025 (Proposed Budget)	2026	2027	2028	2029	2030
	\$ -						
<b>TOTAL ALL DETAIL PAGES</b>	<u>\$ 8,675,000</u>	<u>\$ 6,125,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 1,500,000</u>	<u>\$ 300,000</u>	<u>\$ 150,000</u>

# 5 Year Capital Improvement Plan Funding Sources

**Pequannock River Basin Regional Sewerage Authority**

For the Period: November 01, 2024 to October 31, 2025

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Conveyance Gravity Sewer</i>						
	\$ 8,675,000		\$ 2,675,000	\$ 6,000,000		
Total	8,675,000	-	2,675,000	6,000,000	-	-
<i>Operation #2</i>						
	-					
Total	-	-	-	-	-	-
<i>Operation #3</i>						
	-					
Total	-	-	-	-	-	-
<i>Operation #4</i>						
	-					
Total	-	-	-	-	-	-
<i>Operation #5</i>						
	-					
Total	-	-	-	-	-	-
<i>Operation #6</i>						
	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>	\$ 8,675,000	\$ -	\$ 2,675,000	\$ 6,000,000	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 8,675,000					
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: Pequannock River Basin Regional Sewerage Authority Year Ending: October 31, 2023

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.

NONE

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.

8/21/2024  
Date

authority@prbrsa.org  
Clerk/Secretary to the Governing Body

**Appendix to Budget Document**