

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

RAYMOND VERDONIK	Chairman
ROBERT VOORMAN	Vice Chairman
JAMES LAMPMANN	Treasurer
DAVE DESAI	Secretary
EDWIN HOWARD	Commissioner
SEAN MABEY	Commissioner
VINCENT PELLEGRINI	Commissioner
MORGAN WILKES	Commissioner


ANNUAL BUDGET: FY 2025

for the Fiscal Year
November 1, 2024 to October 31, 2025

(with Reported EDUs and Bloomindgale/Butler Subflow Calculation)

Prepared By: Jamie Avagnano
Authority Administrator

**Certified to be a True Copy of
the FY 2025 Annual Budget
Adopted on October 16, 2024**


Raymond Verdonik, 12/4/2024
Chairman Date

October 16, 2024
REVISED 12-4-2024

Approved: Resolution No. R-24-10-1

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

ANNUAL BUDGET - FY 2025

Page 1 of 10

Report Date: October 16, 2024
Rev. 12-4-2024

ANTICIPATED REVENUES AND BUDGETED APPROPRIATIONS

ANTICIPATED REVENUES	FY 2024 BUDGET	FY 2025 BUDGET REQUEST
Participant/Customer Annual Charges:		
Debt Service Charges	\$1,565,200	\$1,596,000
Administrative Charges	\$564,600	\$535,600
Operation & Maintenance Charges	\$3,456,000	\$3,464,400
Amendment 1 Credit	(\$197,116)	
Subtotal (Participant/Customer Charges):	\$5,388,684	\$5,596,000
Other Revenues:		
Retained Earnings (Net Assets)	\$0	\$0
Investment Income	\$150,000	\$400,000
Tapping Fees (Escrow)	(1)	(1)
Application Fees	\$0	\$0
Inspection Fees (Escrow)	(1)	(1)
Miscellaneous (Rounding)*	\$180,000	\$0
Interest: State Loan Bonds	\$0	\$0
TBSA Debt Service Credit	\$17,116	\$0
Subtotal (Other Revenues):	\$347,116	\$400,000
TOTAL ANTICIPATED REVENUES	\$5,735,800	\$5,996,000

*Miscellaneous Revenue amount of \$180,000 relates to funds received under a Settlement Agreement

(1) Escrow fees not available as Revenues.

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

ANNUAL BUDGET - FY 2025

Page 2 of 10

Report Date: October 16, 2024

Rev. 12-4-2024

ANTICIPATED REVENUES AND BUDGETED APPROPRIATIONS

BUDGETED APPROPRIATIONS	FY 2024 BUDGET	FY 2025 BUDGET REQUEST
Debt Service:		
TBSA Payments	\$1,055,000	\$1,086,000
Direct PRBRSA	\$98,200	\$98,000
Capital Reserve Fund	\$103,000	\$103,000
Renew & Replacement Fund	\$309,000	\$309,000
Subtotal:	<u>\$1,565,200</u>	<u>\$1,596,000</u>
Administrative:		
TBSA Payments	\$230,000	\$244,000
Direct PRBRSA	\$334,600	\$391,600
Subtotal:	<u>\$564,600</u>	<u>\$635,600</u>
Operation & Maintenance		
TBSA Payments (User Charge)	\$3,042,000	\$3,130,000
Direct PRBRSA	\$289,000	\$334,400
System Improvements	\$275,000	\$300,000
Operating Reserve (Rounding)	\$0	\$0
Subtotal:	<u>\$3,606,000</u>	<u>\$3,764,400</u>
Budgeted Appropriations		
TBSA Payments (Total)	\$4,327,000	\$4,460,000
Direct PRBRSA (Total)	\$996,800	\$1,124,000
Operating Reserve (Rounding)	\$0	\$0
Capital Reserve Fund	\$103,000	\$103,000
Renewal & Replacement Fund	\$309,000	\$309,000
2012 Series N Reserve (BRR)	\$0	\$0
TOTAL BUDGETED APPROPRIATIONS	<u>\$5,735,800</u>	<u>\$5,996,000</u>

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

ANNUAL BUDGET - FY 2025

DEBT SERVICE ACCOUNT # 10.00

Item	2024 Budget	2024 Est. Actual	2025 Request	Approved
BUDGETED APPROPRIATIONS				
10.00 PRBRSA DIRECT				
11.00 SEWER REVENUE BONDS (1986)				
.01 Series A (1986)	\$0	\$0	\$0	
.02 Series B (1986)	\$0	\$0	\$0	
.03 Series E (1992)	\$0	\$0	\$0	
.04 Series F (1992)	\$0	\$0	\$0	
.05 Series L (1996)	\$0	\$0	\$0	
.06 Series M (2003)	\$0	\$0	\$0	
.07 Series N (2012)	\$0	\$0	\$0	
Subtotal:	\$0	\$0	\$0	
TOTAL - PRBRSA DIRECT (10-11):	\$0	\$0	\$0	
12.00 STATE LOAN BONDS (1987)				
.08 Trust Loan Bond (2015-Series A)	\$70,000	\$69,800	\$70,000	\$70,000
.09 Trust Loan Bond (2015-Trust Series A)	\$28,200	\$28,000	\$28,000	\$28,000
.10 Rounding	\$0	\$0	\$0	
Subtotal (12):	\$98,200	\$97,800	\$98,000	\$98,000
SUBTOTAL (10-12):	\$98,200	\$97,800	\$98,000	\$98,000
13.00 TBSA PAYMENTS				
.01 Main Sewers (1)	\$523,000	\$450,974	\$543,000	\$543,000
.02 Treatment Plant (1)	\$532,000	\$450,974	\$543,000	\$543,000
.05 TBSA Debt Service Credit	\$0	(\$17,116)	\$0	
Subtotal (13):	\$1,055,000	\$884,832	\$1,086,000	\$1,086,000
14.00 CAPITAL RESERVE FUND	\$103,000	\$103,000	\$103,000	\$103,000
14.01 Renewal & Replacement Fund	\$309,000	\$309,000	\$309,000	\$309,000
15.00 2012 Series N Bond Arbitrage Reserve	\$0	\$0	\$0	
TOTAL DEBT SERVICE				
BUDGETED APPROPRIATIONS	\$1,565,200	\$1,394,632	\$1,596,000	\$1,596,000

(1) Debt service as proportioned between Main Sewers & Treatment Plant

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

ANNUAL BUDGET - FY 2025

Report Date: October 16, 2024

Rev. 12-4-2024

DEBT SERVICE ACCOUNT # 10.00

	2024	2024 Est.	2025	
Item	Budget	Actual	Request	Approved
ANTICIPATED REVENUES				
16.00 PRBRSA PARTICIPANT/CUSTOMER ANNUAL CHARGES				
.01 Borough of Bloomingdale	\$544,533	\$569,420	\$581,742	\$581,742
.02 Borough of Butler	\$599,941	\$575,054	\$585,253	\$585,253
.03 Borough of Kinnelon	\$123,181	\$123,181	\$125,605	\$125,605
.04 Borough of Riverdale	\$297,545	\$297,545	\$303,400	\$303,400
Subtotal - Annual Charges(16):	\$1,565,200	\$1,565,200	\$1,596,000	\$1,596,000
17.00 RESERVE FUND BALANCES APPLIED TO OFFSET DEBT SERVICE				
.01 Bond Service Fund	\$0	\$0	\$0	
.02 Bond Reserve Fund	\$0	\$0	\$0	
.03 Renewal & Replacement Fund	\$0	\$0	\$0	
Subtotal - Debt Service Offsets(17):	\$0	\$0	\$0	
18.00 TBSA DEBT SERVICE CREDIT	\$0	\$0	\$0	
19.00 NJ WASTEWATER TREATMENT TRUST DEBT SERVICE CREDIT	\$0	\$0	\$0	
TOTAL ANTICIPATED REVENUES	\$1,565,200	\$1,565,200	\$1,596,000	\$1,596,000

Apportionment

Ratios

Borough of Bloomingdale: 0.3479 (0.9045/2.600 mgd)
 Borough of Butler: 0.3833 (0.9967/2.600 mgd)
 Borough of Kinnelon: 0.0787 (0.2045/2.600 mgd)
 Borough of Riverdale: 0.1901 (0.500/2.600 mgd)

* Subflow Adjustment 0.3645 (.9477 MGD)
 0.3667 (.9535 mgd)

TOTAL: 1.000

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

ANNUAL BUDGET - FY 2025

Report Date: October 16, 2024

Rev. 12-4-2024

ADMINISTRATIVE ACCOUNT # 20.00

Item	2024 Budget	2024 Est. Actual	2025 Request	Approved
BUDGETED APPROPRIATIONS				
PRBRSA DIRECT ADMINISTRATIVE COSTS				
20.00 SALARIES & WAGES				
.01 Employee Salaries	\$96,500	\$96,500	\$97,500	\$97,500
.02 PRBRSA Member Salaries	\$0	\$0	\$0	
Subtotal (20)	\$96,500	\$96,500	\$97,500	\$97,500
21.00 BENEFITS				
.01 P.E.R.S.	\$12,000	\$12,000	\$13,000	\$13,000
.02 Health Benefits	\$30,000	\$30,000	\$33,000	\$33,000
.03 Social Security	\$6,000	\$6,000	\$7,000	\$7,000
.04 NJ Unemployment	\$0	\$0	\$0	
.05 Disability Insurance	\$0	\$0	\$0	
Subtotal (21)	\$48,000	\$48,000	\$53,000	\$53,000
22.00 PROFESSIONAL SERVICES				
.01 Legal Services	\$65,000	\$40,000	\$65,000	\$65,000
.02 Auditor/Accounting	\$17,000	\$15,500	\$20,000	\$20,000
.03 Consulting Engineer	\$50,000	\$67,000	\$70,000	\$70,000
.04 Bond Counsel	\$5,000	\$1,000	\$25,000	\$25,000
.05 Misc.	\$0	\$0	\$0	
Subtotal (22)	\$137,000	\$123,500	\$180,000	\$180,000
23.00 INSURANCE				
.01 General Liability	\$24,000	\$23,500	\$25,000	\$25,000
.02 Commercial Umbrella	Included	Included	Included	Included
.03 Workers Compensation	\$1,200	\$1,300	\$1,300	\$1,300
.04 Public Officials/Employees Liab.	Included	Included	Included	
.05 Public Officials Bond	Included	Included	Included	
.06 Insurance Reserve	Included	Included	Included	
.07 Auto (Hired & Non-Owned)	Included	Included	Included	
.08 Insurance Consultant	\$0	\$0	\$0	\$0
Subtotal (23)	\$25,200	\$24,800	\$26,300	\$26,300
24.00 OFFICE EXPENSE				
.01 Furniture & Equipment	\$1,000	\$0	\$3,500	\$3,500
.02 Website	\$2,000	\$1,425	\$2,000	\$2,000
.03 Postage	\$400	\$250	\$300	\$300
.04 Office Supplies/Stationery	\$2,500	\$1,000	\$2,500	\$2,500
.05 Office Rent	\$3,000	\$3,000	\$3,000	\$3,000
.06 Utilities	\$0	\$0	\$0	\$0
.07 Miscellaneous (Inc. Legal Ads)	\$6,000	\$6,000	\$6,500	\$6,500
.08 Reference Data	\$0	\$0	\$0	\$0
Subtotal (24)	\$14,900	\$11,675	\$17,800	\$17,800

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY
ANNUAL BUDGET - FY 2025

Report Date: October 16, 2024
Page 6 of 10
Rev. 12-4-2024

ADMINISTRATIVE ACCOUNT # 20.00

Item	2024 Budget	2024 Est. Actual	2025 Request	Approved
25.00 PROFESSIONAL EXPENSES				
.01 Mileage & Misc. Expenses	\$2,000	\$2,000	\$2,000	\$2,000
.02 Meetings & Conferences	\$3,000	\$2,000	\$4,000	\$4,000
.03 Dues/Subscriptions	\$6,000	\$5,500	\$6,000	\$6,000
Subtotal (25)	\$11,000	\$9,500	\$12,000	\$12,000
26.00 FINANCIAL SERVICES				
.01 Trustee Services	\$1,000	\$0	\$2,500	\$2,500
.02 Paying Agent/Registrar/Misc. Expenses	\$0	\$0	\$0	\$0
.03 Escrow Agent	\$0	\$0	\$0	\$0
.05 State Loan Administration	\$1,000	\$0	\$2,500	\$2,500
Subtotal (26)	\$2,000	\$0	\$5,000	\$5,000
SUBTOTAL (PRBRSA DIRECT ADMINISTRATIVE COSTS)	\$334,600	\$313,975	\$391,600	\$391,600
27.00 TBSA ADMINISTRATIVE CHARGES	\$230,000	\$236,000	\$244,000	\$244,000
TOTAL ADMINISTRATIVE BUDGETED APPROPRIATIONS	\$564,600	\$549,975	\$635,600	\$635,600

ANTICIPATED REVENUES

28.00 PARTICIPANT/CUSTOMER ANNUAL CHARGES FOR ADMINISTRATION				
.01 Borough of Bloomingdale 3135 EDUs	\$212,854	\$212,854	\$201,868	\$201,868
.02 Borough of Butler 3479 EDUs	\$236,229	\$236,229	\$223,988	\$223,988
.03 Borough of Kinnelon 363 EDUs	\$24,617	\$24,617	\$23,352	\$23,352
.04 Borough of Riverdale 1342 EDUs	\$90,901	\$90,900	\$86,392	\$86,392
Subtotal (28)	\$564,600	\$564,600	\$535,600	\$535,600
29.00 OTHER REVENUES				
.01 Investment Income	\$150,000	\$625,000	\$400,000	\$400,000
.02 Tapping Fees	\$0	\$0	\$0	\$0
.03 Application Fees	\$0	\$0	\$0	\$0
.04 Miscellaneous Income (Rounding)	\$0	\$0	\$0	\$0
.05 Surplus from R&R Fund	\$0	\$0	\$0	\$0
.06 Unanticipated Revenues	\$0	\$0	\$0	\$0
Subtotal (29):	\$150,000	\$625,000	\$400,000	\$400,000
TOTAL ANTICIPATED REVENUES	\$714,600	\$1,189,600	\$935,600	\$935,600

Distribution Factors - Updated 10-31-2024

Bloomingdale: 0.3769 (3135 EDU)
Butler: 0.4182 (3479 EDU)
Kinnelon: 0.0436 (363 EDU)
Riverdale: 0.1613 (1342 EDU)
TOTAL 1.0000

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

ANNUAL BUDGET - FY 2025

Report Date: October 16, 2024

Rev. 12-4-2024

OPERATION & MAINTENANCE ACCOUNT # 30.00

Item	2024 Budget	2024 Est. Actual	2025 Request	Approved
BUDGETED APPROPRIATIONS				
PRBRSA DIRECT OPERATION AND MAINTENANCE CHARGES				
30.00 SALARIES & WAGES	\$0	\$0	\$0	
.01 Employee Salaries	\$0	\$0	\$0	
31.00 FRINGE BENEFITS				
.01 P.E.R.S.	\$0	\$0	\$0	
.02 Health Benefits	\$0	\$0	\$0	
.03 Social Security	\$0	\$0	\$0	
.04 NJ Unemployment	\$0	\$0	\$0	
.05 Disability Insurance	\$0	\$0	\$0	
Subtotal (31)	\$0	\$0	\$0	
32.00 PROFESSIONAL SERVICES				
.01 Legal Services	\$40,000	\$3,000	\$40,000	\$40,000
.02 Consulting Engineer	\$75,000	\$75,000	\$80,000	\$80,000
.03 Miscellaneous	\$5,000	\$0	\$10,000	\$10,000
Subtotal (32)	\$120,000	\$78,000	\$130,000	\$130,000
33.00 CONTRACT SERVICES				
.01 Operation & Maintenance	\$125,000	\$90,000	\$150,000	\$150,000
.02 Emergency Repairs	\$20,000	\$0	\$20,000	\$20,000
.03 Instrumentation	\$1,000	\$500	\$1,000	\$1,000
.04 Outside Laboratory	\$0	\$0	\$0	\$0
.05 Miscellaneous (O&M)	\$10,000	\$5,000	\$20,000	\$20,000
.06 System Improvements/O&M ¹	\$275,000	\$275,000	\$300,000	\$300,000
Subtotal (33)	\$431,000	\$370,500	\$491,000	\$491,000
34.00 STATE/FEDERAL COMPLIANCE				
.01 License Fees	\$5,000	\$4,000	\$5,000	\$5,000
.02 Permit Fees	\$0	\$0	\$1,000	\$1,000
.03 Consulting Engineer	\$6,000	\$2,000	\$6,000	\$6,000
.04 Legal	\$1,000	\$0	\$1,000	\$1,000
.05 Miscellaneous	\$1,000	\$0	\$400	\$400
Subtotal (34)	\$13,000	\$6,000	\$13,400	\$13,400

(1) Includes PRBRSA remediation projects

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

ANNUAL BUDGET - FY 2025

Report Date: October 16, 2024
Rev. 12-4-2024

OPERATION & MAINTENANCE ACCOUNT # 30.00

Item	2024 Budget	2024 Est. Actual	2025 Request	Approved
SUBTOTAL (PRBRSA DIRECT OPERATION AND MAINTENANCE CHARGES)	\$564,000	\$454,500	\$634,400	\$634,400
34.50 OPERATING RESERVE (Rounding)	\$0	\$0	\$0	
35.00 TBSA OPERATION AND MAINTENANCE CHARGES	\$3,042,000	\$2,876,000	\$3,130,000	\$3,130,000
TOTAL OPERATIONS AND MAINTENANCE BUDGETED APPROPRIATIONS	\$3,606,000	\$3,330,500	\$3,764,400	\$3,764,400

ANTICIPATED REVENUES

36.00 RETAINED EARNINGS/SURPLUS APPLIED AS OFFSET				
.01 Borough of Bloomingdale 3135 EDU	\$0	\$0	\$0	
.02 Borough of Butler 3479 EDU	\$0	\$0	\$0	
.03 Borough of Kinnelon 363 EDU	\$0	\$0	\$0	
.04 Borough of Riverdale 1342 EDU	\$0	\$0	\$0	
Subtotal (28) 8319 EDU	\$0	\$0	\$0	
37.00 PARTICIPANT/CUSTOMER ANNUAL CHARGES FOR OPERATION & MAINTENANCE				
.01 Borough of Bloomingdale 3135 EDU	\$1,302,912	\$1,302,912.00	\$1,305,732	\$1,305,732
.02 Borough of Butler 3479 EDU	\$1,445,990	\$1,445,990.00	\$1,448,812	\$1,448,812
.03 Borough of Kinnelon 363 EDU	\$150,682	\$150,682.00	\$151,048	\$151,048
.04 Borough of Riverdale 1342 EDU	\$556,416	\$556,416.00	\$558,808	\$558,808
Subtotal (28) 8319 EDU	\$3,456,000	\$3,456,000	\$3,464,400	\$3,464,400
TOTAL REVENUES (ANTICIPATED)	\$3,456,000	\$3,456,000	\$3,464,400	\$3,464,400

Distribution Factors - Updated 10/31/24

Bloomingdale:	0.3769 (3135 EDU)
Butler:	0.4182 (3479 EDU)
Kinnelon:	0.0436 (363 EDU)
Riverdale:	0.1613 (1342 EDU)
TOTAL	1.00

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

Page 9 of 10

ANNUAL BUDGET - FY 2025

Report Date: October 16, 2024

Rev. 12-4-2024

ANNUAL CHARGE
DISTRIBUTION BY CUSTOMER (BASED ON FY 2020 AMENDED & RESTATED SERVICE CONTRACT)

FY 2025 ANNUAL CHARGES	REVENUES FROM ANNUAL CHARGES				TOTAL
	BLOOMINGDALE	BUTLER	KINNELON	RIVERDALE	
Debt Service	\$581,742	\$585,253	\$125,605	\$303,400	\$1,596,000
RESERVE CAPACITY	34.79%	38.33%	7.87%	19.01%	
Administrative	\$201,868	\$223,988	\$23,352	\$86,392	\$535,600
Operation and Maintenance	\$1,305,732	\$1,448,812	\$151,048	\$558,808	\$3,464,400
EDU METHOD	37.69%	41.82%	4.36%	16.13%	
TOTAL	\$2,089,342	\$2,258,053	\$300,005	\$948,600	\$ 5,596,000
QUARTERLY PAYMENT #1					
<u>Due January 15, 2025</u>					
Debt Service	\$145,436	\$146,313	\$31,401	\$75,850	\$399,000
Administrative	\$50,467	\$55,997	\$5,838	\$21,598	\$133,900
Operation and Maintenance	\$326,433	\$362,203	\$37,762	\$139,702	\$866,100
TOTAL	\$522,336	\$564,513	\$75,001	\$237,150	\$1,399,000
QUARTERLY PAYMENT #2					
<u>Due April 15, 2025</u>					
Debt Service	\$145,436	\$146,313	\$31,401	\$75,850	\$399,000
Administrative	\$50,467	\$55,997	\$5,838	\$21,598	\$133,900
Operation and Maintenance	\$326,433	\$362,203	\$37,762	\$139,702	\$866,100
TOTAL	\$522,336	\$564,513	\$75,001	\$237,150	\$1,399,000

PEQUANNOCK RIVER BASIN REGIONAL SEWERAGE AUTHORITY

ANNUAL BUDGET - FY 2025

ANNUAL CHARGE DISTRIBUTION BY CUSTOMER

FY 2025 ANNUAL CHARGES	REVENUES FROM ANNUAL CHARGES				TOTAL
	BLOOMINGDALE	BUTLER	KINNELON	RIVERDALE	
QUARTERLY PAYMENT #3 <u>Due July 15, 2025</u>					
Debt Service	\$145,436	\$146,313	\$31,401	\$75,850	\$399,000
Administrative	\$50,467	\$55,997	\$5,838	\$21,598	\$133,900
Operation and Maintenance	\$326,433	\$362,203	\$37,762	\$139,702	\$866,100
TOTAL	\$522,336	\$564,513	\$75,001	\$237,150	\$1,399,000
QUARTERLY PAYMENT #4 <u>Due October 15, 2025</u>					
Debt Service	\$145,436	\$146,313	\$31,401	\$75,850	\$399,000
Administrative	\$50,467	\$55,997	\$5,838	\$21,598	\$133,900
Operation and Maintenance	\$326,433	\$362,203	\$37,762	\$139,702	\$866,100
TOTAL	\$522,336	\$564,513	\$75,001	\$237,150	\$1,399,000