

	<u>Start Year</u>		<u>End Year</u>
Fiscal Year	2023	—	2023

Authority Budget of:
Buena Municipal Utilities Authority

State Filing Year **2023**

For the Period: ***January 1, 2023*** ***to*** ***December 31, 2023***

www.BUENABOROUGHMUA.COM
Authority Web Address



Division of Local Government Services

**2023 AUTHORITY BUDGET
CERTIFICATION SECTION**

FISCAL YEAR 2023

Buena Municipal Utilities Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

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: _____

2023 PREPARER'S CERTIFICATION

Buena Municipal Utilities Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

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:	c.santore@buenaboroughmua.com
Name:	Mary Ann Chalow
Title:	Consultant
Address:	PO Box 696 Minotola, NJ 08341-0696
Phone Number:	856-697-1784
Fax Number:	856-697-1434
E-mail Address:	c.santore@buenaboroughmua.com

AUTHORITY INTERNET WEBSITE CERTIFICATION

Authority's Web Address:

www.BUENABOROUGHMUA.COM

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:

Cheryl Santore

Title of Officer Certifying Compliance:

Secretary/Treasurer

Signature:

c.santore@buenaboroughmua.com

2023 APPROVAL CERTIFICATION

Buena Municipal Utilities Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

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 Buena Municipal Utilities Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on January 25, 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:	c.santore@buenaboroughmua.com
Name:	Cheryl Santore
Title:	Secretary/Treasurer
Address:	PO Box 696 Minotola, NJ 08341-0696
Phone Number:	856-697-1784
Fax Number:	856-697-1434
E-mail Address:	c.santore@buenaboroughmua.com

R-8-2023

2023 AUTHORITY BUDGET RESOLUTION

Buena Municipal Utilities Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

WHEREAS, the Annual Budget for Buena Municipal Utilities Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 has been presented before the governing body of the Buena Municipal Utilities Authority at its open public meeting of January 25, 2023; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$2,566,012.00, Total Appropriations including any Accumulated Deficit, if any, of \$2,969,224.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$403,212.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$1,290,236.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; 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 Buena Municipal Utilities Authority, at an open public meeting held on January 25, 2023 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Buena Municipal Utilities Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023, 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 Buena Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for Adoption on February 22, 2023.

Cheryl M. Santore
(Secretary's Signature)

01/25/2023
(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Joseph Santagata	✓			
Richard Baker				✓
Robert Delano	✓			
John Formisano	✓			
Jeffrey Johnston	✓			
Anthony Abriola	✓			
Vacant				

2023 AUTHORITY BUDGET RESOLUTION

Buena Municipal Utilities Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

WHEREAS, the Annual Budget for Buena Municipal Utilities Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 has been presented before the governing body of the Buena Municipal Utilities Authority at its open public meeting of January 25, 2023; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$2,566,012.00, Total Appropriations including any Accumulated Deficit, if any, of \$2,969,224.00, and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$403,212.00; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$1,290,236.00 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; 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 Buena Municipal Utilities Authority, at an open public meeting held on January 25, 2023 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Buena Municipal Utilities Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023, 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 Buena Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for Adoption on February 22, 2023.

c.santore@buenaboroughmua.com

(Secretary's Signature)

1/25/2023

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Joseph Santagata	X			
Richard Baker				X
Robert Delano	X			
John Formisano	X			
Jeffrey Johnston	X			
Anthony Abriola	X			

2023 ADOPTION CERTIFICATION

Buena Municipal Utilities Authority

AUTHORITY BUDGET

FISCAL YEAR: January 01, 2023 to December 31, 2023

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 Buena Municipal Utilities Authority, pursuant to N.J.A.C 5:31- on February 08, 2023.

Officer's Signature:	c.santore@buenaboroughmua.com		
Name:	Cheryl Santore		
Title:	Seretary/Treasurer		
Address:	PO Box 696 Minotola, NJ 08341-0696		
Phone Number:	856-697-1784	Fax:	856-697-1434
E-mail address:	c.santore@buenaboroughmua.com		

R-14-2023

2023 ADOPTED BUDGET RESOLUTION

Buena Municipal Utilities Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

WHEREAS, the Annual Budget and Capital Budget/Program for the Buena Municipal Utilities Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 has been presented for adoption before the governing body of the Buena Municipal Utilities Authority at its open public meeting of February 8, 2023; and

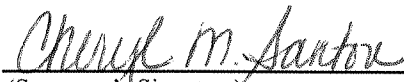
WHEREAS, the Annual Budget and Capital Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of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

WHEREAS, the Annual Budget presented for adoption reflects Total Revenues of \$2,566,012.00, Total Appropriations, including any Accumulated Deficit, if any, of \$2,969,224.00, and Total Unrestricted Net Position utilized of \$403,212.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$1,290,236.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Buena Municipal Utilities Authority at an open public meeting held on February 8, 2023 that the Annual Budget and Capital Budget/Program of the Buena Municipal Utilities Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 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)

2/8/2023
(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Joseph Santagata	✓			
Richard Baker				X
Robert Delano	✓			
John Formisano				X
Jeffrey Johnston	✓			
David Romeo			✓	
Frank DeStefano			✓	

2023 ADOPTED BUDGET RESOLUTION

Buena Municipal Utilities Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

WHEREAS, the Annual Budget and Capital Budget/Program for the Buena Municipal Utilities Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 has been presented for adoption before the governing body of the Buena Municipal Utilities Authority at its open public meeting of February 8, 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 \$2,566,012.00, Total Appropriations, including any Accumulated Deficit, if any, of \$2,969,224.00, and Total Unrestricted Net Position utilized of \$403,212.00; and

WHEREAS, the Capital Budget as presented for adoption reflect Total Capital Appropriations of \$1,290,236.00 and Total Unrestricted Net Position Utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Buena Municipal Utilities Authority at an open public meeting held on February 8, 2023 that the Annual Budget and Capital Budget/Program of the Buena Municipal Utilities Authority for the fiscal year beginning January 01, 2023 and ending December 31, 2023 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.

c.santore@buenaboroughmua.com

(Secretary's Signature)

2/8/2023

(Date)

Governing Body Recorded Vote

Member	Aye	Nay	Abstain	Absent
Joseph Santagata	X			
Richard Baker				X
Robert Delano	X			
John Formisano				X
Jeffrey Johnston	X			
David Romeo			X	
Frank DeStefano			X	

**2023 AUTHORITY BUDGET
NARRATIVE AND INFORMATION SECTION**

2023 AUTHORITY BUDGET MESSAGE & ANALYSIS

Buena Municipal Utilities Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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 2023 proposed Annual Budget and make comparison to the Fiscal Year 2022 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.

The 2023 MUA Revenue Budget reflects a 3.4% increase which is mostly attributed to 26.7% increase in anticipated Septage Hauler Fees. The MUA remains conservative when anticipating these fees due to changing regulations and the current economy. While that is still the case, Septage Fees have been significantly higher the last several years so the Authority increased the amount budgeted. Remaining conservative, the Budget for new Connections decreased by 41% from two new units to one new residential connection in 2023. Also, the Authority increased the anticipated interest earned by \$5,200, as a result of an increase in interest rates available in the current economy.

The 2023 MUA Appropriations Budget reflects an overall increase of 10% which can be attributed almost entirely to Inflation. The two exceptions are the increase in 1) Education cost due to the replacement employees working toward their operating licenses and 2) Debt service as a result of the issuance of the Series 2022 NJ Ibank Loans for Pumping Station Improvements.

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

While the pandemic has had a negative affect on the local economy, the impact on Authority's operation and finances has been minimal. The Authority Budget annually includes a contribution to the Renewal and Replacement Reserve to fund the Capital Program whenever feasible

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 Net n nPostion to keep the rates stable in 2023

2023 AUTHORITY BUDGET MESSAGE & ANALYSIS

Buena Municipal Utilities Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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.)

Although the Authority does not make any direct payments to the Borough of Buena, .
a long standing agreement waives User charges & Fees on Borough owned facilities in exchange for Office space

5. The proposed budget must not reflect an anticipated deficit from 2022 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?

2023 AUTHORITY BUDGET MESSAGE & ANALYSIS

Buena Municipal Utilities Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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

6. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) if it has been changed since the prior year budget submission and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in 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 2023

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

Name of Authority:	Buena Municipal Utilities Authority		
Federal ID Number:	22-1898770		
Address:	P.O. Box 696		
City, State, Zip:	Minotola	NJ	08341
Phone: (ext.)	856-697-1784	Fax:	856-697-1434

Preparer's Name:	Mary Ann Chalow		
Preparer's Address:	PO Box 696		
City, State, Zip:	Minotola	NJ	08341
Phone: (ext.)	856-697-1784	Fax:	856-697-1434
E-mail:	c.santore@buenaboroughmua.com		

Chief Executive Officer*			
<i>*Or person who performs these functions under another title.</i>			
Phone: (ext.)		Fax:	
E-mail:			

Chief Financial Officer*	Cheryl Santore		
<i>*Or person who performs these functions under another title.</i>			
Phone: (ext.)	856-697-1784	Fax:	856-697-1434
E-mail:	c.santore@buenaboroughmua.com		

Name of Auditor:	Stephen P. Testa		
Name of Firm:	Romano, Hearing, Testa and Knorr		
Address:	1830 Gallagher Drive Suite 104		
City, State, Zip:	Vineland	NJ	08360
Phone: (ext.)	856-692-9100	Fax:	
E-mail:	STests@RHTServices.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

Buena Municipal Utilities Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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

17

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:

\$ 711,741.31

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

5

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

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

2

(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?

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)

Buena Municipal Utilities Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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?

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
- b. Travel for companions
- c. Tax indemnification and gross-up payments
- d. Discretionary spending account
- e. Housing allowance or residence for personal use
- f. Payments for business use of personal residence
- g. Vehicle/auto allowance or vehicle for personal use
- h. Health or social club dues or initiation fees
- i. Personal services (i.e. maid, chauffeur, chef)

No

No

No

No

No

No

No

No

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)

Buena Municipal Utilities Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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.)? ☒ No

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)

Buena Municipal Utilities Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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

Question 9 - A committee consisting of two of the Board Members negotiates compensation for the Superintendent, and, in fact for the administrative staff and union employees as well.

There are periodic performance evaluations and written employment contracts for key employees.

The full Board of Commissioners approves all employment agreements.

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

Buena Municipal Utilities Authority

FISCAL YEAR: January 01, 2023 to December 31, 2023

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.

Buena Municipal Utilities Authority
For the Period January 01, 2023 to December 31, 2023

	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	Officer	Key Employee	Highest Compensated	Former		
1	Santagata, Joseph	Chairman	10	x						\$ 5,280.00	\$ 6,148.00
2	Baker, Richard	Vice Chairman	3	x						\$ 3,700.00	\$ 4,308.00
3	Jeffrey Johnston	Member	3	x						\$ 3,080.00	\$ 3,586.00
4	Formisano, John	Member	3	x						\$ 3,080.00	\$ 3,586.00
5	Delano, Robert	Member	3	x						\$ 3,080.00	\$ 3,586.00
6	Anthony Abriola	Alternate #1	3	x						\$ 1,600.00	\$ 1,863.00
7	Vacant	Alternate #2		x							-
8	Santore, Cheryl	Sec'y/Treasurer	40			x				\$ 69,235.00	\$ 80,886.00
9	Zorzi, Alan	Plant Superintendent	40				x			\$ 130,789.00	\$ 161,910.00
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											-
Total:										\$ 219,844.00	\$ 265,873.00

Total:

Schedule of Health Benefits - Detailed Cost Analysis

Buena Municipal Utilities Authority

For the Period: January 01, 2023 to December 31, 2023

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)
Active Employees - Health Benefits - Annual Cost								
Single Coverage	2	14,148.30	28,296.60	1	11,969.28	11,969.28	16,327.32	136.4%
Parent & Child	2	25,325.46	50,650.92	2	20,990.50	41,981.00	8,669.92	20.7%
Employee & Spouse (or Partner)	2	27,694.56	55,389.12	3	23,261.67	69,785.00	(14,395.88)	-20.6%
Family	2	38,522.26	77,044.52	2	32,040.36	64,080.72	12,963.80	20.2%
Employee Cost Sharing Contribution (enter as negative -)			(42,286.00)			(27,178.00)	(15,108.00)	55.6%
Subtotal	8		169,095.16	8		160,638.00	8,457.16	5.3%
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	4	7,358.58	29,434.32	4	6,896.00	27,584.00	1,850.32	6.7%
Parent & Child			-			-	-	-
Employee & Spouse (or Partner)	2	8,792.16	17,584.32	2	8,792.00	17,584.00	0.32	0.0%
Family			-			-	-	-
Employee Cost Sharing Contribution (enter as negative -)			-			-	-	-
Subtotal	6		47,018.64	6		45,168.00	1,850.64	4.1%
GRAND TOTAL	14		216,113.80	14		205,806.00	10,307.80	5.0%

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

For the Period: January 01, 2023 to December 31, 2023

If no accumulated absences, check this box:

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences per Most Recent Audit		Dollar Value of Accrued Compensated Absence Liability		Approved Labor Agreement	Resolution	Individual Employment
Austino, Debbie		16.67	\$	8,684.00			x
Fenselau, Mary		14.19	\$	5,094.00		x	
Santore, Cheryl		11.2	\$	9,287.00			x
Montgomery, Nicholas		0.81	\$	355.00	x		
Deliberis, Robert		14.3	\$	12,000.00	x		
Erber, Jonathan		15.91	\$	12,000.00	x		
Harris, James		11.39	\$	10,399.00	x		
Stiteler, James		4.56	\$	4,014.00	x		
Zorzi, Alan		13.06	\$	12,000.00			x
FICA			\$	5,648.00			
Total liability for accumulated compensated absences at per most recent audit (this page only)			\$	79,481.00			

Buena Municipal Utilities Authority
For the Period: January 01, 2023 to December 31, 2023

Complete the below table for the Authority's accrued liability for compensated absences.

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences per Most Recent Audit	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Total liability for accumulated compensated absences at per most recent audit (all pages)		\$ 79,481.00			

Schedule of Shared Service Agreements

Buena Municipal Utilities Authority

For the Period: January 01, 2023 to December 31, 2023

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.

[illegible]

**2023 AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

Buena Municipal Utilities Authority
For the Period: January 01, 2023 to December 31, 2023

	FY 2023 Proposed Budget							FY 2022 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Water	Sewer	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations	Total All Operations		
REVENUES										
Total Operating Revenues	\$ 733,512	\$ 1,778,500	\$ -	\$ -	\$ -	\$ -	\$ 2,512,012	\$ 2,430,512	\$ 81,500	3.4%
Total Non-Operating Revenues	31,000	23,000	-	-	-	-	54,000	50,800	3,200	6.3%
Total Anticipated Revenues	764,512	1,801,500	-	-	-	-	2,566,012	2,481,312	84,700	3.4%
APPROPRIATIONS										
Total Administration	226,245	285,245	-	-	-	-	511,490	495,470	16,020	3.2%
Total Cost of Providing Services	585,355	1,414,525	-	-	-	-	1,999,880	1,786,517	213,363	11.9%
Total Principal Payments on Debt Service in Lieu of Depreciation	-	101,399	-	-	-	-	101,399	68,281	33,118	48.5%
Total Operating Appropriations	811,600	1,801,169	-	-	-	-	2,612,769	2,350,268	262,501	11.2%
Total Interest Payments on Debt	-	88,115	-	-	-	-	88,115	63,886	24,229	37.9%
Total Other Non-Operating Appropriations	90,000	178,340	-	-	-	-	268,340	290,000	(21,660)	-7.5%
Total Non-Operating Appropriations	90,000	266,455	-	-	-	-	356,455	353,886	2,569	0.7%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	901,600	2,067,624	-	-	-	-	2,969,224	2,704,154	265,070	9.8%
Less: Total Unrestricted Net Position Utilized	137,088	266,124	-	-	-	-	403,212	222,842	180,370	80.9%
Net Total Appropriations	764,512	1,801,500	-	-	-	-	2,566,012	2,481,312	84,700	3.4%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

Revenue Schedule

Buena Municipal Utilities Authority
For the Period: January 01, 2023 to December 31, 2023

FY 2023 Proposed Budget							FY 2022 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Water	Sewer	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations	Total All Operations	All Operations	
OPERATING REVENUES										
Service Charges										
Residential	550,000	1,089,510					\$ 1,639,510	\$ 1,641,510	\$ (2,000)	-0.1%
Business/Commercial	80,000	167,490					247,490	265,490	(18,000)	-6.8%
Industrial	25,000	43,000					68,000	68,000	-	0.0%
Intergovernmental							-	-	-	#DIV/0!
Other	75,000						75,000	70,000	5,000	7.1%
Total Service Charges	730,000	1,300,000	-	-	-	-	2,030,000	2,045,000	(15,000)	-0.7%
Connection Fees										
Residential	1,512	3,500					5,012	8,512	(3,500)	-41.1%
Business/Commercial							-	-	-	#DIV/0!
Industrial							-	-	-	#DIV/0!
Intergovernmental							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Connection Fees	1,512	3,500	-	-	-	-	5,012	8,512	(3,500)	-41.1%
Parking Fees										
Meters							-	-	-	#DIV/0!
Permits							-	-	-	#DIV/0!
Fines/Penalties							-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Parking Fees	-	-	-	-	-	-	-	-	-	#DIV/0!
Other Operating Revenues (List)										
Miscellaneous	2,000						2,000	2,000	-	0.0%
Septage hauler fees		475,000					475,000	375,000	100,000	26.7%
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
Total Other Revenue	2,000	475,000	-	-	-	-	477,000	377,000	100,000	26.5%
Total Operating Revenues	733,512	1,778,500	-	-	-	-	2,512,012	2,430,512	81,500	3.4%
NON-OPERATING REVENUES										
Other Non-Operating Revenues (List)										
Water Tower Rental	25,000						25,000	25,000	-	0.0%
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
							-	-	-	#DIV/0!
Total Other Non-Operating Revenue	25,000	-	-	-	-	-	25,000	25,000	-	0.0%
Interest on Investments & Deposits (List)										
Interest Earned	3,000	3,000					6,000	800	5,200	650.0%
Penalties	3,000	20,000					23,000	25,000	(2,000)	-8.0%
Other							-	-	-	#DIV/0!
Total Interest	6,000	23,000	-	-	-	-	29,000	25,800	3,200	12.4%
Total Non-Operating Revenues	31,000	23,000	-	-	-	-	54,000	50,800	3,200	6.3%
TOTAL ANTICIPATED REVENUES	\$ 764,512	\$ 1,801,500	\$ -	\$ -	\$ -	\$ -	\$ 2,566,012	\$ 2,481,312	\$ 84,700	3.4%

Buena Municipal Utilities Authority

Total All Operations

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Appropriations Schedule

Buena Municipal Utilities Authority
For the Period: January 01, 2023 to December 31, 2023

	FY 2023 Proposed Budget						FY 2022 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Water	Sewer	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations	Total All Operations	All Operations
OPERATING APPROPRIATIONS									
<i>Administration - Personnel</i>									
Salary & Wages	\$ 76,080	\$ 76,080					\$ 152,160	\$ 144,820	\$ 7,340 5.1%
Fringe Benefits	41,665	41,665					83,330	78,150	5,180 6.6%
Total Administration - Personnel	117,745	117,745	-	-	-	-	235,490	222,970	12,520 5.6%
<i>Administration - Other (List)</i>									
Office Expense	33,000	37,500					70,500	69,000	1,500 2.2%
Professional Fees	58,500	90,000					148,500	148,500	- 0.0%
Licenses, Fees, Permits	11,000	28,000					39,000	39,000	- 0.0%
Legal Advertisements	1,000	2,000					3,000	3,000	- 0.0%
Miscellaneous Administration*	5,000	10,000					15,000	13,000	2,000 15.4%
Total Administration - Other	108,500	167,500	-	-	-	-	276,000	272,500	3,500 1.3%
Total Administration	226,245	285,245	-	-	-	-	511,490	495,470	16,020 3.2%
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages	189,000	443,000					632,000	589,357	42,643 7.2%
Fringe Benefits	119,355	258,525					377,880	350,160	27,720 7.9%
Total COPS - Personnel	308,355	701,525	-	-	-	-	1,009,880	939,517	70,363 7.5%
<i>Cost of Providing Services - Other (List)</i>									
Insurance	20,000	45,000					65,000	65,000	- 0.0%
Supplies Testing Monitoring Chemicals	100,000	309,000					409,000	355,000	54,000 15.2%
Repairs & maintenance	30,000	125,000					155,000	145,000	10,000 6.9%
Utilities	125,000	229,000					354,000	277,000	77,000 27.8%
Miscellaneous COPS*	2,000	5,000					7,000	5,000	2,000 40.0%
Total COPS - Other	277,000	713,000	-	-	-	-	990,000	847,000	143,000 16.9%
Total Cost of Providing Services	585,355	1,414,525	-	-	-	-	1,999,880	1,786,517	213,363 11.9%
Total Principal Payments on Debt Service in Lieu of Depreciation	-	101,399	-	-	-	-	101,399	68,281	33,118 48.5%
Total Operating Appropriations	811,600	1,801,169	-	-	-	-	2,612,769	2,350,268	262,501 11.2%
NON-OPERATING APPROPRIATIONS									
Total Interest Payments on Debt	-	88,115	-	-	-	-	88,115	63,886	24,229 37.9%
Operations & Maintenance Reserve							-	-	- #DIV/0!
Renewal & Replacement Reserve	90,000	178,340					268,340	290,000	(21,660) -7.5%
Municipality/County Appropriation	-	-					-	-	- #DIV/0!
Other Reserves	-	-					-	-	- #DIV/0!
Total Non-Operating Appropriations	90,000	266,455	-	-	-	-	356,455	353,886	2,569 0.7%
TOTAL APPROPRIATIONS	901,600	2,067,624	-	-	-	-	2,969,224	2,704,154	265,070 9.8%
ACCUMULATED DEFICIT									
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	901,600	2,067,624	-	-	-	-	2,969,224	2,704,154	265,070 9.8%
UNRESTRICTED NET POSITION UTILIZED									
Municipality/County Appropriation	-	-	-	-	-	-	-	-	- #DIV/0!
Other	137,088	266,124					403,212	222,842	180,370 80.9%
Total Unrestricted Net Position Utilized	137,088	266,124	-	-	-	-	403,212	222,842	180,370 80.9%
TOTAL NET APPROPRIATIONS	\$ 764,512	\$ 1,801,500	\$ -	\$ -	\$ -	\$ -	\$ 2,566,012	\$ 2,481,312	\$ 84,700 3.4%

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

5% of Total Operating Appropriations \$ 40,580.00 \$ 90,058.45 \$ - \$ - \$ - \$ - \$ 130,638.45

Prior Year Adopted Appropriations Schedule

Buena Municipal Utilities Authority

FY 2022 Adopted Budget

	Water	Sewer	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 72,410	\$ 72,410					\$ 144,820
Fringe Benefits	39,075	39,075					78,150
Total Administration - Personnel	111,485	111,485	-	-	-	-	222,970
<i>Administration - Other (List)</i>							
Office Expense	33,000	36,000					69,000
Professional Fees	58,500	90,000					148,500
Licenses, Fees, Permits	11,000	28,000					39,000
Legal Advertisements	1,000	2,000					3,000
Miscellaneous Administration*	5,000	8,000					13,000
Total Administration - Other	108,500	164,000	-	-	-	-	272,500
Total Administration	219,985	275,485	-	-	-	-	495,470
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	176,910	412,447					589,357
Fringe Benefits	104,995	245,165					350,160
Total COPS - Personnel	281,905	657,612	-	-	-	-	939,517
<i>Cost of Providing Services - Other (List)</i>							
Insurance	20,000	45,000					65,000
Supplies Testing Monitoring Chemicals	82,500	272,500					355,000
Repairs & maintenance	20,000	125,000					145,000
Utilities	92,000	185,000					277,000
Miscellaneous COPS*	2,000	3,000					5,000
Total COPS - Other	216,500	630,500	-	-	-	-	847,000
Total Cost of Providing Services	498,405	1,288,112	-	-	-	-	1,786,517
Total Principal Payments on Debt Service in Lieu of Depreciation	-	68,281	-	-	-	-	68,281
Total Operating Appropriations	718,390	1,631,878	-	-	-	-	2,350,268
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	-	63,886	-	-	-	-	63,886
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	90,000	200,000					290,000
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	90,000	263,886	-	-	-	-	353,886
TOTAL APPROPRIATIONS	808,390	1,895,764	-	-	-	-	2,704,154
ACCUMULATED DEFICIT							
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	808,390	1,895,764	-	-	-	-	2,704,154
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other	64,578	158,264					222,842
Total Unrestricted Net Position Utilized	64,578	158,264	-	-	-	-	222,842
TOTAL NET APPROPRIATIONS	\$ 743,812	\$ 1,737,500	\$ -	\$ -	\$ -	\$ -	\$ 2,481,312

* 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 \$ 35,919.50 \$ 81,593.90 \$ - \$ - \$ - \$ - \$ 117,513.40

Debt Service Schedule - Principal

Buena Municipal Utilities Authority

If Authority has no debt, check this box: ☐

	Date of Local Finance Board Approval	Fiscal Year Ending in							Total Principal Outstanding
		2022 (Adopted Budget)	2023 (Proposed Budget)	2024	2025	2026	2027	2028	Thereafter
Water									\$ -
Total Principal									
Sewer									
USDA Series 2013		68,281	69,739	71,229	72,751	74,305	75,892	77,513	2,513,655
NJ I Bank Series 2022 Trust Loan			10,000	10,000	10,000	15,000	15,000	15,000	560,000
NJ I Bank Series 2022 Fund Loan			21,660	21,660	21,660	21,660	21,660	21,660	512,614
									642,574
Total Principal		68,281	101,399	102,889	104,411	110,965	112,552	114,173	3,586,269
Operation #3									4,232,658
Total Principal									
Operation #4									
Total Principal									
Operation #5									
Total Principal									
Operation #6									
Total Principal									
TOTAL PRINCIPAL ALL OPERATIONS		\$ 68,281	\$ 101,399	\$ 102,889	\$ 104,411	\$ 110,965	\$ 112,552	\$ 114,173	\$ 3,586,269
									\$ 4,232,658

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

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

Debt Service Schedule - Interest

Buena Municipal Utilities Authority

If Authority has no debt, check this box: ☐

		Fiscal Year Ending in						Total Interest Payments Outstanding
		2024	2025	2026	2027	2028	Thereafter	
Water								
								\$ -
Sewer	Total Interest Payments	-	-	-	-	-	-	-
	USDA Series 2013	63,886						62,427
	NJ I Bank Series 2022 Trust Loan		25,188	24,688	24,188	23,438	22,688	293,580
	NJ I Bank Series 2022 Fund Loan		-	-	-	-	-	-
Operation #3	Total Interest Payments	63,886	25,188	24,688	24,188	23,438	22,688	501,883
Operation #4	Total Interest Payments	-	-	-	-	-	-	-
Operation #5	Total Interest Payments	-	-	-	-	-	-	-
Operation #6	Total Interest Payments	-	-	-	-	-	-	-
TOTAL INTEREST ALL OPERATIONS	Total Interest Payments	63,886	25,188	24,688	24,188	23,438	22,688	501,883
		\$	\$	\$	\$	\$	\$	\$

Net Position Reconciliation

Buena Municipal Utilities Authority

For the Period: January 01, 2023 to December 31, 2023

FY 2023 Proposed Budget

	Water	Sewer	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations
TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)	\$ 1,200,780	\$ 4,611,935					\$ 5,812,715
Less: Invested in Capital Assets, Net of Related Debt (1)	2,440,752	5,012,638					7,453,390
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)							-
Total Unrestricted Net Position (1)	(1,239,972)	(400,703)	-	-	-	-	(1,640,675)
Less: Designated for Non-Operating Improvements & Repairs	366,386	1,172,758					1,539,144
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)	788,740	749,312					1,538,052
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	1,399,211	1,999,650					3,398,861
Plus: Estimated Income (Loss) on Current Year Operations (2)							-
Plus: Other Adjustments (attach schedule)							-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	581,593	1,175,501	-	-	-	-	1,757,094
Unrestricted Net Position Utilized to Balance Proposed Budget	137,088	266,124	-	-	-	-	403,212
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	137,088	266,124	-	-	-	-	403,212
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR							
Last issued Audit Report (4)	\$ 444,505	\$ 909,377	\$ -	\$ -	\$ -	\$ -	\$ 1,353,882

(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 \$ 40,580 \$ 90,058 \$ - \$ - \$ - \$ - \$ 130,638

(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 2023

Buena Municipal Utilities Authority

(Authority Name)

2023 AUTHORITY CAPITAL BUDGET/PROGRAM

2023 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Buena Municipal Utilities Authority

(Authority Name)

Fiscal Year: January 01, 2023 to December 31, 2023

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 Buena Municipal Utilities Authority, on January 25, 2023.

☐ It is hereby certified that the governing body of the Buena Municipal Utilities Authority have 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 Buena Municipal Utilities for the following reason(s):

Officer's Signature:	c.santore@buenaboroughmua.com
Name:	Cheryl Santore
Title:	Secretary/Treasurer
Address:	PO Box 696 Minotola, NJ 08341-0696
Phone Number:	856-697-1784
Fax Number:	856-697-1434
E-mail Address:	c.santore@buenaboroughmua.com

2023 CAPITAL BUDGET/PROGRAM MESSAGE

Buena Municipal Utilities Authority

Fiscal Year: January 01, 2023 to December 31, 2023

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).

Rate Increase as Necessary

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

Buena Municipal Utilities Authority
For the Period: January 01, 2023 to December 31, 2023

		<i>Funding Sources</i>				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Water</i>						
Well Rehabs	\$ 203,400		\$ 203,400			
Water Meter Replacements	75,000		75,000			
Engineering & Contract Mgt.	32,336		32,336			
Plant & Office Equipment	80,000		80,000			
Total	390,736	-	390,736	-	-	-
<i>Sewer</i>						
Plant & Office Equipment	100,500		\$ 100,500			
Sewer Lines & Laterals	25,000		25,000			
Equipment Filters	535,000		535,000			
Septage Receiving Station	239,000		239,000			
Total	899,500	-	899,500	-	-	-
<i>Operation #3</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #4</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #5</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
<i>Operation #6</i>						
	-					
	-					
	-					
Total	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 1,290,236	\$ -	\$ 1,290,236	\$ -	\$ -	\$ -

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

Buena Municipal Utilities Authority
For the Period: January 01, 2023 to December 31, 2023

		<i>Fiscal Year Ending in</i>					
	Estimated Total Cost	2023 (Proposed Budget)	2024	2025	2026	2027	2028
<i>Water</i>							
Well Rehabs	\$ 203,400	\$ 203,400					
Water Meter Replacements	540,000	75,000	91,500	93,750	93,750	96,000	90,000
Engineering & Contract Mgt.	316,733	32,336	215,647	16,875	16,875	17,500	17,500
Plant & Office Equipment	1,286,540	80,000	1,106,540	25,000	25,000	25,000	25,000
Total	2,346,673	390,736	1,413,687	135,625	135,625	138,500	132,500
<i>Sewer</i>							
Plant & Office Equipment	225,500	100,500	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Sewer Lines & Laterals	150,000	25,000	25,000	25,000	25,000	25,000	25,000
Equipment Filters	535,000	535,000					
Septage Receiving Station	239,000	239,000					
Total	1,149,500	899,500	50,000	50,000	50,000	50,000	50,000
<i>Operation #3</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #4</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #5</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
<i>Operation #6</i>							
	-	-					
	-	-					
	-	-					
	-	-					
Total	-	-	-	-	-	-	-
TOTAL	\$ 3,496,173	\$ 1,290,236	\$ 1,463,687	\$ 185,625	\$ 185,625	\$ 188,500	\$ 182,500

5 Year Capital Improvement Plan Funding Sources

Buena Municipal Utilities Authority
For the Period: January 01, 2023 to December 31, 2023

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
Water						
Well Rehabs	\$ 203,400		\$ 203,400			
Water Meter Replacements	540,000		540,000			
Engineering & Contract Mgt.	316,733		101,086	215,647		
Plant & Office Equipment	1,286,540		180,000	1,106,540		
Total	2,346,673	-	1,024,486	1,322,187	-	-
Sewer						
Plant & Office Equipment	225,500		\$ 225,500			
Sewer Lines & Laterals	150,000		150,000			
Equipment Filters	535,000		535,000			
Septage Receiving Station	239,000		239,000			
Total	1,149,500	-	1,149,500	-	-	-
Operation #3						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
Operation #4						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
Operation #5						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
Operation #6						
	-					
	-					
	-					
	-					
Total	-	-	-	-	-	-
TOTAL	\$ 3,496,173	\$ -	\$ 2,173,986	\$ 1,322,187	\$ -	\$ -
Total 5 Year Plan per CB-4	\$ 3,496,173					
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: _____

Buena Municipal Utilities Authority

Year Ending: _____

December 31, 2021

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 NOTED

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.

2/6/2023

Date

csantore@buenaboroughmua.com

Clerk/Secretary to the Governing Body

Appendix to Budget Document