

Fiscal Year Start Year End Year
 2024 – 2024

Authority Budget of:
Ocean Township Sewerage Authority

State Filing Year 2024

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

TOSA-NJ.org
Authority Web Address



Division of Local Government Services

FISCAL YEAR 2024

Ocean Township Sewerage Authority

AUTHORITY BUDGET

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

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

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

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

By: _____ Date: _____

2024 PREPARER'S CERTIFICATION

Ocean Township Sewerage Authority

AUTHORITY BUDGET

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

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

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

Preparer's Signature:	executivedirector@tosa-nj.org
Name:	Timothy Shea
Title:	Executive Director
Address:	224 Roosevelt Avenue, Oakhurst NJ 07755
Phone Number:	732-531-2213
Fax Number:	732-531-7304
E-mail Address:	executivedirector@tosa-nj.org

AUTHORITY INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	TOSA-NJ.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: Timothy Shea
Title of Officer Certifying Compliance: Executive Director
Signature: executivedirector@tosa-nj.org

2024 APPROVAL CERTIFICATION

Ocean Township Sewerage Authority

AUTHORITY BUDGET

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

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body Ocean Township Sewerage Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on December 5, 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:	executivedirector@tosa-nj.org
Name:	Timothy Shea
Title:	Executive Director
Address:	224 Roosevelt Avenue, Oakhurst NJ 07755
Phone Number:	732-531-2213
Fax Number:	732-531-7304
E-mail Address:	executivedirector@tosa-nj.org

2024 ADOPTION CERTIFICATION

Ocean Township Sewerage Authority

AUTHORITY BUDGET

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

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Ocean Township Sewerage Authority, pursuant to N.J.A.C 5:31-2.3, on December 05, 2023.

Officer's Signature:	executivedirector@tosa-nj.org		
Name:	Timothy Shea		
Title:	Executive Director		
Address:	224 Roosevelt Avenue, Oakhurst nj 07755		
Phone Number:	732-531-2213	Fax:	732-531-7304
E-mail address:	executivedirector@tosa-nj.org		

**2024 AUTHORITY BUDGET
NARRATIVE AND INFORMATION SECTION**

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Ocean Township Sewerage Authority

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

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

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

See attached worksheet (10% +/-)

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 strong in the Authority's coverage area as there are several projects, estimated to bring in over \$500,000 in connection fees in 2024 and beyond. Recent bids on chemicals and other commodities have shown increases in price of up to 40%.

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.

Not applicable

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Ocean Township Sewerage Authority

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

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

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

In 2024 the Authority will pay the Township of Ocean \$314,225 representing 5% of the Authority's total operating appropriations. In addition, the Authority will pay the Township of Ocean \$351,900 during 2024 pursuant to an Interlocal Agreement wherein the Township provides the Authority with billing and collection services, financial support, vehicle repair, IT services and miscellaneous help as needed. Additionally, the Authority has interlocal agreement with the Township wherein it purchases gasoline and diesel for its vehicles and reimburses the Township for premiums to provide Authority active employees with a \$6,000 life insurance policy.

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

Not Applicable

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

2024 AUTHORITY BUDGET MESSAGE & ANALYSIS

Ocean Township Sewerage Authority

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

Answer the question below using the space provided.

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

Rates are staying the same.

AUTHORITY CONTACT INFORMATION

FISCAL YEAR 2024

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

Name of Authority:	Ocean Township Sewerage Authority		
<i>Federal ID Number:</i>	22-1804362		
<i>Address:</i>	224 Roosevelt Avenue		
<i>City, State, Zip:</i>	Oakhurst	NJ	07755
<i>Phone: (ext.)</i>	732-531-2213 (110)	<i>Fax:</i>	732-531-7304

Preparer's Name:	Timothy Shea		
<i>Preparer's Address:</i>	224 Roosevelt Avenue		
<i>City, State, Zip:</i>	Oakhurst	NJ	07755
<i>Phone: (ext.)</i>	732-531-2213 (110)	<i>Fax:</i>	732-531-7304
<i>E-mail:</i>	executivedirector@tosa-nj.org		

Chief Executive Officer*	Timothy Shea		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	732-531-2213 (110)	<i>Fax:</i>	732-531-7304
<i>E-mail:</i>	executivedirector@tosa-nj.org		

Chief Financial Officer*	Timothy Shea		
<i>*Or person who performs these functions under another title.</i>			
<i>Phone: (ext.)</i>	732-531-2213 (110)	<i>Fax:</i>	732-531-7304
<i>E-mail:</i>	executivedirector@tosa-nj.org		

Name of Auditor:	Charles Fallon		
<i>Name of Firm:</i>	Fallon and Company, LLP		
<i>Address:</i>	1390 Route 35, Suite 102		
<i>City, State, Zip:</i>	Hazlet	NJ	07730
<i>Phone: (ext.)</i>	732-888-2070	<i>Fax:</i>	732-888-6245
<i>E-mail:</i>	chuckfallon@falloncpa.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

Ocean Township Sewerage Authority

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

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

27

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:

\$ 1,170,839.00

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:

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)

Ocean Township Sewerage Authority

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

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)

Ocean Township Sewerage Authority

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

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

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

AUTHORITY INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Ocean Township Sewerage Authority

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

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

9. Except for the salaries of the Executive Director and Technical Services Manager, salaries are based on a STEP Program which provides increases based on employees obtaining a C-1 to C-4 or S-1 to S-4 license and longevity. The STEP Program was established by reviewing compensation in comparable authorities in the region. The salaries for the Executive Director and Technical Services Manager were negotiated at the time of hiring and are reviewed annually by the Board to determine any increase.

11. Executive Director - Travel to Association Of Environmental Authorities, March 14-15, 2023. Lodging - \$124.57, Mileage - \$71.28

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

Ocean Township Sewerage Authority

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

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

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

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

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

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

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

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

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

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

Ocean Township Sewerage Authority
For the Period January 01, 2024 to December 31, 2024

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 Dennis Galvin	Chairman	2	X	X				\$ 300.00	\$ 2,550.00
2 Charles Theodora	Vice Chairman	2	X	X				\$	\$ 2,000.00
3 John Villapiano	Secretary	2	X	X			\$ 5,700.00	\$	\$ 7,700.00
4 Brian Valentino	Commissioner	2	X					\$	\$ 2,000.00
5 David Miller	Commissioner	2	X					\$	\$ 2,000.00
6 Timothy Shea	Executive Director	40	X	X				\$ 27,034.00	\$ 169,534.00
7 Dan Miller	Operator	40		X				\$ 23,966.00	\$ 122,893.00
8 Vincent D'Esposito	Operations Supervisor	40		X				\$ 26,334.00	\$ 135,334.00
9 Alex Milmoie	Head Mechanic	40		X				\$ 23,458.00	\$ 110,841.00
10 Anthony Dimino	Technical Services Manager	40		X				\$ 26,769.00	\$ 146,769.00
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:								\$ 127,861.00	\$ 701,621.00

Schedule of Health Benefits - Detailed Cost Analysis

Ocean Township Sewerage Authority

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

If no health benefits, check this box:

	# of Covered Members (Medical & Rx)		Annual Cost Estimate per Employee		Total Cost Estimate		# of Covered Members (Medical & Rx) Current Year		Annual Cost per Employee Current Year		Total Current Year Cost		\$ Increase (Decrease)		% Increase (Decrease)	
	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Proposed Budget	Current Year	Current Year	Employee Current Year	Employee Current Year	Year Cost	Year Cost	(Decrease)	(Decrease)	(Decrease)	(Decrease)
Active Employees - Health Benefits - Annual Cost																
Single Coverage	7	13,889.00	97,223.00	-	7	13,110.00	91,770.00	5,453.00	5.9%							
Parent & Child																
Employee & Spouse (or Partner)	3	27,034.00	81,102.00	-	3	25,032.00	75,096.00	6,006.00	8.0%							
Family	2	39,515.00	79,030.00	-	2	36,588.00	73,176.00	5,854.00	8.0%							
Employee Cost Sharing Contribution (enter as negative -)			(42,000.00)				(42,000.00)									
Subtotal	12		215,355.00		12		198,042.00	17,313.00	8.7%							
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	7	8,697.00	60,879.00	-	7	8,275.00	57,925.00	2,954.00	5.1%							
Parent & Child																
Employee & Spouse (or Partner)	11	17,575.00	193,325.00	-	11	16,730.00	184,030.00	9,295.00	5.1%							
Family	3	41,620.00	124,860.00	-	3	39,600.00	118,800.00	6,060.00	5.1%							
Employee Cost Sharing Contribution (enter as negative -)																
Subtotal	21		379,064.00		21		360,755.00	18,309.00	5.1%							
GRAND TOTAL	33		594,419.00		33		558,797.00	35,622.00	6.4%							

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

**2024 AUTHORITY BUDGET
FINANCIAL SCHEDULES SECTION**

SUMMARY

Ocean Township Sewerage Authority
For the Period: January 01, 2024 to December 31, 2024

	FY 2024 Proposed Budget						FY 2023 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Sewer Utility	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations	Total All Operations		
	All Operations							All Operations		
REVENUES										
Total Operating Revenues	\$ 7,233,488	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,233,488	\$ 7,203,588	\$ 29,900	0.4%
Total Non-Operating Revenues	165,000	-	-	-	-	-	165,000	95,000	70,000	73.7%
Total Anticipated Revenues	7,398,488	-	-	-	-	-	7,398,488	7,298,588	99,900	1.4%
APPROPRIATIONS										
Total Administration	2,079,065	-	-	-	-	-	2,079,065	1,921,696	157,369	8.2%
Total Cost of Providing Services	3,023,422	-	-	-	-	-	3,023,422	2,992,460	30,962	1.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,396,036	-	-	-	-	-	1,396,036	1,350,941	45,095	3.3%
Total Operating Appropriations	6,498,523	-	-	-	-	-	6,498,523	6,265,097	233,426	3.7%
Total Interest Payments on Debt	574,015	-	-	-	-	-	574,015	615,824	(41,809)	-6.8%
Total Other Non-Operating Appropriations	325,950	-	-	-	-	-	325,950	417,667	(91,717)	-22.0%
Total Non-Operating Appropriations	899,965	-	-	-	-	-	899,965	1,033,491	(133,526)	-12.9%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	7,398,488	-	-	-	-	-	7,398,488	7,298,588	99,900	1.4%
Less: Total Unrestricted Net Position Utilized	314,225	-	-	-	-	-	314,225	303,779	10,446	3.4%
Net Total Appropriations	7,084,263	-	-	-	-	-	7,084,263	6,994,809	89,454	1.3%
ANTICIPATED SURPLUS (DEFICIT)	\$ 314,225	\$ -	\$ 314,225	\$ 303,779	\$ 10,446	3.4%				

Appropriations Schedule

Ocean Township Sewerage Authority
For the Period: January 01, 2024 to December 31, 2024

	FY 2024 Proposed Budget						Total All Operations	FY 2023 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Sewer Utility	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6				
OPERATING APPROPRIATIONS										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 318,588						\$ 318,588	\$ 182,413	\$ 136,175	74.7%
Fringe Benefits	1,008,890						1,008,890	1,028,518	(19,628)	-1.9%
Total Administration - Personnel	1,327,478	-	-	-	-	-	1,327,478	1,210,931	116,547	9.6%
<i>Administration - Other (List)</i>										
See F-4 Appropriation Detail	751,587						751,587	710,765	40,822	5.7%
Miscellaneous Administration*							-	-	-	#DIV/0!
Total Administration - Other	751,587	-	-	-	-	-	751,587	710,765	40,822	5.7%
Total Administration	2,079,065	-	-	-	-	-	2,079,065	1,921,696	157,369	8.2%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages	868,317						868,317	788,735	79,582	10.1%
Fringe Benefits							-	-	-	#DIV/0!
Total COPS - Personnel	868,317	-	-	-	-	-	868,317	788,735	79,582	10.1%
<i>Cost of Providing Services - Other (List)</i>										
See Appropriation Detail(2) - Plant	1,811,605						1,811,605	1,851,200	(39,595)	-2.1%
See Appropriation Detail(3) - Collection	343,500						343,500	352,525	(9,025)	-2.6%
Miscellaneous COPS*							-	-	-	#DIV/0!
Total COPS - Other	2,155,105	-	-	-	-	-	2,155,105	2,203,725	(48,620)	-2.2%
Total Cost of Providing Services	3,023,422	-	-	-	-	-	3,023,422	2,992,460	30,962	1.0%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,396,036	-	-	-	-	-	1,396,036	1,350,941	45,095	3.3%
Total Operating Appropriations	6,498,523	-	-	-	-	-	6,498,523	6,265,097	233,426	3.7%
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt	574,015	-	-	-	-	-	574,015	615,824	(41,809)	-6.8%
Operations & Maintenance Reserve	11,725						11,725	113,888	(102,163)	-89.7%
Renewal & Replacement Reserve							-	-	-	#DIV/0!
Municipality/County Appropriation	314,225						314,225	303,779	10,446	3.4%
Other Reserves							-	-	-	#DIV/0!
Total Non-Operating Appropriations	899,965	-	-	-	-	-	899,965	1,033,491	(133,526)	-12.9%
TOTAL APPROPRIATIONS	7,398,488	-	-	-	-	-	7,398,488	7,298,588	99,900	1.4%
ACCUMULATED DEFICIT										
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	7,398,488	-	-	-	-	-	7,398,488	7,298,588	99,900	1.4%
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation	314,225	-	-	-	-	-	314,225	303,779	10,446	3.4%
Other							-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	314,225	-	-	-	-	-	314,225	303,779	10,446	3.4%
TOTAL NET APPROPRIATIONS	\$ 7,084,263	\$ -	\$ 7,084,263	\$ 6,994,809	\$ 89,454	1.3%				

* 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 \$ 324,926.13 \$ - \$ - \$ - \$ - \$ - \$ - \$ 324,926.13

Prior Year Adopted Appropriations Schedule

Ocean Township Sewerage Authority

FY 2023 Adopted Budget

	Sewer Utility	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 182,413						\$ 182,413
Fringe Benefits	1,028,518						1,028,518
Total Administration - Personnel	1,210,931	-	-	-	-	-	1,210,931
<i>Administration - Other (List)</i>							
See F-5 Appropriation Detail	710,765						710,765
Miscellaneous Administration*							-
Total Administration - Other	710,765	-	-	-	-	-	710,765
Total Administration	1,921,696	-	-	-	-	-	1,921,696
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	788,735						788,735
Fringe Benefits							-
Total COPS - Personnel	788,735	-	-	-	-	-	788,735
<i>Cost of Providing Services - Other (List)</i>							
see Appropriation Detail(2)-Plant	1,851,200						1,851,200
see Appropriation Detail(3)-Collections	352,525						352,525
Miscellaneous COPS*							-
Total COPS - Other	2,203,725	-	-	-	-	-	2,203,725
Total Cost of Providing Services	2,992,460	-	-	-	-	-	2,992,460
Total Principal Payments on Debt Service in Lieu of Depreciation	1,350,941	-	-	-	-	-	1,350,941
Total Operating Appropriations	6,265,097	-	-	-	-	-	6,265,097
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	615,824	-	-	-	-	-	615,824
Operations & Maintenance Reserve	113,888						113,888
Renewal & Replacement Reserve							-
Municipality/County Appropriation	303,779						303,779
Other Reserves							-
Total Non-Operating Appropriations	1,033,491	-	-	-	-	-	1,033,491
TOTAL APPROPRIATIONS	7,298,588	-	-	-	-	-	7,298,588
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	7,298,588	-	-	-	-	-	7,298,588
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	303,779	-	-	-	-	-	303,779
Other							-
Total Unrestricted Net Position Utilized	303,779	-	-	-	-	-	303,779
TOTAL NET APPROPRIATIONS	\$ 6,994,809	\$ -	\$ 6,994,809				

* 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 \$ 313,254.85 \$ - \$ - \$ - \$ - \$ - \$ 313,254.85

Debt Service Schedule - Interest

Ocean Township Sewerage Authority

If Authority has no debt, check this box:

	Fiscal Year Ending in						Total Interest Payments Outstanding		
	2023 (Adopted Budget)	2024 (Proposed Budget)	2025	2026	2027	2028		2029	Thereafter
sewer Utility									
see attached sheet	615,824	574,015	531,146	488,351	441,913	395,771	357,545	1,542,906	\$ 4,331,647
Total Interest Payments Operation #2	615,824	574,015	531,146	488,351	441,913	395,771	357,545	1,542,906	4,331,647
Total Interest Payments Operation #3	-	-	-	-	-	-	-	-	-
Total Interest Payments Operation #4	-	-	-	-	-	-	-	-	-
Total Interest Payments Operation #5	-	-	-	-	-	-	-	-	-
Total Interest Payments Operation #6	-	-	-	-	-	-	-	-	-
TOTAL INTEREST ALL OPERATIONS	\$ 615,824	\$ 574,015	\$ 531,146	\$ 488,351	\$ 441,913	\$ 395,771	\$ 357,545	\$ 1,542,906	\$ 4,331,647

Net Position Reconciliation

Ocean Township Sewerage Authority

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

FY 2024 Proposed Budget

	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Total All Operations
Sewer Utility	Operation #2	Operation #3	Operation #4	Operation #5	Operation #6	Operations
\$31,196,900						\$31,196,900
32,132,458						32,132,458
568,588						568,588
500,000						500,000
(2,004,146)						(2,004,146)
2,609,717						2,609,717
6,474,290						6,474,290
1,098,359						1,098,359
8,178,220						8,178,220
314,225						314,225
314,225						314,225
\$ 7,863,995	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,863,995

TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)
 Less: Invested in Capital Assets, Net of Related Debt (1)
 Less: Restricted for Debt Service Reserve (1)
 Less: Other Restricted Net Position (1)
 Total Unrestricted Net Position (1)
 Less: Designated for Non-Operating Improvements & Repairs
 Less: Designated for Rate Stabilization
 Less: Other Designated by Resolution
 Plus: Accrued Unfunded Pension Liability (1)
 Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)
 Plus: Estimated Income (Loss) on Current Year Operations (2)
 Plus: Other Adjustments (attach schedule)

UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET
 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
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR
Last issued Audit Report (4)

- '1) Total of all operations for this line item must agree to audited financial statements.
- '2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.
- '3) Amount may not exceed 5% of total operating appropriations. See calculation below.
 Maximum Allowable Appropriation to Municipality/County \$ 324,926 \$ - \$ - \$ - \$ - \$ 324,926
- '4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

FISCAL YEAR 2024

Ocean Township Sewerage Authority

(Authority Name)

2024 AUTHORITY CAPITAL BUDGET/PROGRAM

2024 CERTIFICATION OF AUTHORITY CAPITAL BUDGET / PROGRAM

Ocean Township Sewerage Authority

(Authority Name)

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

Check the box for the applicable statement below:

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, of governing body of the Ocean Township Sewerage Authority, on October 03, 2023.

It is hereby certified that the governing body of the Ocean Township Sewerage 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 Ocean Township Sewerage for the following reason(s):

Officer's Signature:	executivedirector@tosa-nj.org
Name:	Timothy Shea
Title:	Executive Director
Address:	224 Roosevelt Avenue
Phone Number:	732-531-2213
Fax Number:	732-531-7304
E-mail Address:	executivedirector@tosa-nj.org

2024 CAPITAL BUDGET/PROGRAM MESSAGE

Ocean Township Sewerage Authority

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

Answer all questions below using the space provided.

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

No

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

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).

The debt service for the items listed in CB-3 are already in place through the MCIA 2017, 2019 and 2021 Revenue Loans. No rate increase is required nor anticipated for 2024 at this time.

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

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

Proposed Capital Budget

Ocean Township Sewerage Authority
For the Period: January 01, 2024 to December 31, 2024

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Sewer Utility</i>						
Grit Building Improvements	\$ 1,000,000			\$ 1,000,000		
Sludge Building Improvements	800,000			800,000		
Wickapecko Bypass	25,000			25,000		
Main PB Pumps	80,000			80,000		
Total	1,905,000	-	-	1,905,000	-	-
<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	-	-	-	-	-	-
TOTAL PROPOSED CAPITAL BUDGET	\$ 1,905,000	\$ -	\$ -	\$ 1,905,000	\$ -	\$ -

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

5 Year Capital Improvement Plan

Ocean Township Sewerage Authority
For the Period: January 01, 2024 to December 31, 2024

		<i>Fiscal Year Ending in</i>					
		2024 (Proposed Budget)	2025	2026	2027	2028	2029
<i>Sewer Utility</i>							
Grit Building	\$ 1,000,000	\$ 1,000,000					
Sludge Building Improvements	800,000	800,000					
Wickapecko Bypass	25,000	25,000					
Main PB Pumps	80,000	80,000					
Total	1,905,000	1,905,000	-	-	-	-	-
<i>Operation #2</i>							
Easement Manhole Project	100,000	-	\$ 100,000				
PSA Generator Replacement	180,000	-	180,000				
Norwood PS Upgrade	1,200,000	-	1,200,000				
Total	1,480,000	-	1,480,000	-	-	-	-
<i>Operation #3</i>							
Treatment Plant Headworks	2,200,000	-	\$ 2,200,000				
Total	2,200,000	-	-	2,200,000	-	-	-
<i>Operation #4</i>							
Rebuild Final Clarifiers	1,250,000	-		\$ 1,250,000			
Whalepond PS Upgrade	1,000,000	-		1,000,000			
Total	2,250,000	-	-	2,250,000	-	-	-
<i>Operation #5</i>							
Screenings Building Upgrade	600,000	-			\$ 600,000		
Sludge Dewatering Upgrade	890,000	-			890,000		
Total	1,490,000	-	-	-	1,490,000	-	-
<i>Operation #6</i>							
Jet/Vac Replacement	400,000	-				\$ 400,000	
Total	400,000	-	-	-	-	-	400,000
TOTAL	\$ 9,725,000	\$ 1,905,000	\$ 1,480,000	\$ 2,200,000	\$ 2,250,000	\$ 1,490,000	\$ 400,000

5 Year Capital Improvement Plan Funding Sources

Ocean Township Sewerage Authority
For the Period: January 01, 2024 to December 31, 2024

	Estimated Total Cost	Funding Sources			
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<i>Sewer Utility</i>					
Grit Building	\$ 1,000,000			\$ 1,000,000	
Sludge Building Improvements	800,000			800,000	
Wickapecko Bypass	25,000			25,000	
Main PB Pumps	80,000			80,000	
Total	1,905,000	-	-	1,905,000	-
<i>Operation #2</i>					
Easemet Manhole Project	100,000				\$ 100,000
PSA Generator Replacement	180,000			180,000	
Norwood PS Upgrade	1,200,000			1,200,000	
Total	1,480,000	-	-	1,380,000	100,000
<i>Operation #3</i>					
Treatment Plant Headworks	2,200,000			\$ 2,200,000	
Total	2,200,000	-	-	2,200,000	-
<i>Operation #4</i>					
Rebuild Final Clarifiers	1,250,000			\$ 1,250,000	
Whalepond PS Upgrade	1,000,000			1,000,000	
Total	2,250,000	-	-	2,250,000	-
<i>Operation #5</i>					
Screenings Building Upgrade	600,000			\$ 600,000	
Sludge Dewateringf Upgrade	890,000			890,000	
Total	1,490,000	-	-	1,490,000	-
<i>Operation #6</i>					
Jet/Vac Replacement	400,000			\$ 400,000	
Total	400,000	-	-	400,000	-
TOTAL	\$ 9,725,000	\$ -	\$ -	\$ 9,625,000	\$ - \$ 100,000
Total 5 Year Plan per CB-4	\$ 9,725,000				
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: _____

Ocean Township Sewerage Authority

Year Ending: _____

December 31, 2022

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

Asbury and Longview PS Upgrades change order # 1 increased cost from \$768,800 to \$1,268,000 due to two year delay in the project due to the need for site plan approval after the bid. Increase was 62.6% increase.

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.

12/1/2023

Date

executivedirector@tosa-nj.org

Clerk/Secretary to the Governing Body

Appendix to Budget Document