

Water

2012

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

# Authority Budget

Department Of



Community  
Affairs

Division Of Local Government Services

2012

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

**AUTHORITY BUDGET**

FISCAL YEAR: FROM DECEMBER 1, 2012 TO NOVEMBER 30, 2013

*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. 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: \_\_\_\_\_

## 2012 PREPARER'S CERTIFICATION

### EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

### AUTHORITY BUDGET

**FISCAL YEAR: FROM DECEMBER 1, 2012 TO NOVEMBER 30, 2013**

It is hereby certified that the Authority Budget, including both 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 itemization, 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 Supplemental Schedules required are completed and attached.

\_\_\_\_\_  
(Preparer's signature)

RONALD A. GHRIST  
(Print Name)

FINANCE OFFICER  
(Title)

7 WILTSHIRE DRIVE  
(ADDRESS)

EAST WINDSOR, NEW JERSEY 08520  
(City, State, Zip Code)

609-443-6000 / 609-443-3928  
(Phone number) (Fax number)

raghrist@comcast.net  
(Email Address)

## 2012 APPROVAL CERTIFICATION

# EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY **AUTHORITY BUDGET**

**FISCAL YEAR: FROM DECEMBER 1, 2012 TO NOVEMBER 30, 2013**

It is hereby certified that the Authority Budget, including Supplemental Schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the East Windsor Municipal Utilities Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 13th day of September, 2012.

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

\_\_\_\_\_  
(Preparer's signature)

STEVEN KURS  
\_\_\_\_\_  
(Print Name)

SECRETARY  
\_\_\_\_\_  
(Title)

7 WILTSHIRE DRIVE  
\_\_\_\_\_  
(Address)

EAST WINDSOR, NJ 08520  
\_\_\_\_\_  
(City, State, Zip Code)

609-443-6000 / 609-443-3928  
\_\_\_\_\_  
(Phone number) (Fax number)

dee@eastwindsormua.com  
\_\_\_\_\_  
(Email Address)

## AUTHORITY INFORMATION SHEET 2012

Please complete the following information regarding this Authority:

<b>Name of Authority:</b>	East Windsor Municipal Utilities Authority		
Address:	7 Wiltshire Drive		
City, State, Zip:	East Windsor	NJ	08520
Phone:	609-443-6000	Fax:	609-443-3928

<b>Preparer's Name:</b>	Ronald A. Ghrist CPA/RMA		
Preparer's Address:	7 Wiltshire Drive		
City, State, Zip:	East Windsor	NJ	08520
Phone:	609-443-6000	Fax:	609-443-3928

<b>Chief Executive Officer:</b>	Richard Brand		
Phone:	609-443-6000	Fax:	609-443-3928
E-mail:			

<b>Chief Financial Officer:</b>	Ronald A. Ghrist CPA/RMA		
Phone:	609-443-6000	Fax:	609-443-3928
E-mail:	raghrist@comcast.net		

<b>Name of Auditor:</b>	Eugene J. Elias		
Name of Firm:	The Mercadien Group		
Address:	PO Box 7648		
City, State, Zip:	Princeton	NJ	08543-7648
Phone:	609-689-9700	Fax:	609-689-9720
E-mail:	eelias@mercadien.com		

Membership of Board of Commissioners (Full Name)	Title
Linda L Moore	Chairperson
Marc Platizky	Vice – Chair
Steven Kurs	Secretary
Leonard J. Millner	Treasurer
Marc Lippman	Ass't Sec-Trea
William P. Lawler	Alternate #1
Michael Shifman	Alternate #2

# 2012 Authority Budget Resolution

## EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

### **FISCAL YEAR: FROM DECEMBER 1, 2012 TO NOVEMBER 30, 2013**

WHEREAS, the Annual Budget and Capital Budget for the East Windsor Municipal Utilities Authority for the fiscal year beginning, 12/01/12 and ending, 11/30/13 has been presented before the governing body of the East Windsor Municipal Utilities Authority at its open public meeting of September 13, 2012; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$3,310,960, Total Appropriations, including any Accumulated Deficit if any, of \$3,610,487 and Total Unrestricted Net Assets utilized of \$299,527; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$928,500 and Total Unrestricted Net Assets planned to be utilized as funding thereof, of \$778,500; and

WHEREAS, the schedule of rates, 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 East Windsor Municipal Utilities Authority, at an open public meeting held on September 13, 2012 that the Annual Budget, including appended Supplemental Schedules, and the Capital Budget/Program of the East Windsor Municipal Utilities Authority for the fiscal year beginning, 12/1/12 and ending, 11/30/13 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 East Windsor Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 15, 2012.

\_\_\_\_\_  
(Secretary's Signature)

September 13, 2012  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Moore				
Lippman				
Platizky				
Kurs				
Millner				
Lawler				
Shifman				

## BUDGET MESSAGE 2012

### EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

#### AUTHORITY BUDGET

##### FISCAL YEAR: FROM DECEMBER 1, 2012 TO NOVEMBER 30, 2013

1. Complete a brief statement on the 2012-13 proposed Annual Budget and make comparison to the current year's adopted budget. Explain significant increases or decreases, if any.

The 2012-13 operating budget proposes an overall decrease of \$66,585 or 3.13% when compared to the 2011-12 operating budget.

2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any.

The Authority will hold a public hearing at its October 2012 meeting to present and approve an increase in water rates. The increase in the average single family unit will be \$66.36 per year. This will provide the Authority with \$831,294 in additional revenues in 2013. Another increase will be put into effect on December 1, 2013. The amount of that increase will be determined in the fall of 2013 after final debt service payments are finalized with the N.J. EIT Loan Program.

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

The local economy was in a growth period for many years. This budget and the four (4) prior years budgets anticipated a slow down in the local growth resulting in a lower number of new users. This trend will most likely continue through 2012-13.

4. Describe the reasons for utilizing Unrestricted Net Assets in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc.

Unreserved retained earnings will be used to help level future rate increases and fund some capital projects.

5. If the proposed Annual Budget contains an Accumulated Deficit either existing or anticipated, pursuant to N.J.S.A. 40A:5A-12, then an explanation as to reasons for occurrence must be disclosed.

N/A

2012  
**AUTHORITY BUDGET**

WATER  
(OPERATION)

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM DECEMBER 1, 2012 TO NOVEMBER 30, 2013

---ANTICIPATED REVENUES---

OPERATING REVENUES -----	CROSS REF. -----	2012 PROPOSED BUDGET -----	2011 CURRENT YEAR'S ADOPTED BUDGET -----
SERVICE CHARGES	* A-1 *	\$2,784,559 *	\$1,997,400 *
CONNECTION FEES	* A-2 *	\$396,500 *	\$121,260 *
WATER FEES	* A-3 *	*	*
OTHER OPERATING REVENUES	* A-4 *	\$109,401 *	\$103,900 *
<b>TOTAL OPERATING REVENUES</b>	<b>* R-1 *</b>	<b>\$3,290,460 *</b>	<b>\$2,222,560 *</b>
NON-OPERATING REVENUES -----	CROSS REF. -----	2012 PROPOSED BUDGET -----	2011 CURRENT YEAR'S ADOPTED BUDGET -----
OPERATING GRANTS & ENTITLEMENTS	* A-5 *	*	*
LOCAL SUBSIDIES & DONATIONS	* A-6 *	*	*
INTEREST ON INVESTMENTS AND DEPOSIT	* A-7 *	\$20,500 *	\$26,250 *
OTHER NON-OPERATING REVENUES	* A-8 *	*	*
<b>TOTAL NON-OPERATING REVENUES</b>	<b>* R-2 *</b>	<b>\$20,500 *</b>	<b>\$26,250 *</b>
<b>TOTAL ANTICIPATED REVENUES</b> (R-1 + R-2)	<b>* B-1 *</b>	<b>\$3,310,960 *</b>	<b>\$2,248,810 *</b>



2012  
**AUTHORITY BUDGET**

WATER  
(OOPERATION)

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM DECEMBER 1, 2012 TO NOVEMBER 30, 2013

---BUDGETED APPROPRIATIONS---

---OPERATING APPROPRIATIONS---

ADMINISTRATION -----	CROSS REF. -----	2012 PROPOSED BUDGET -----	2011 CURRENT YEAR'S ADOPTED BUDGET -----
SALARY & WAGES	* * *	\$176,450 *	\$168,307 *
FRINGE BENEFITS	* * *	\$93,162 *	\$92,392 *
OTHER EXPENSES	* * *	\$149,700 *	\$149,588 *
<b>TOTAL ADMINISTRATION</b>	* E-1 *	\$419,312 *	\$410,287 *

COST OF PROVIDING SERVICES -----	CROSS REF. -----	2012 PROPOSED BUDGET -----	2011 CURRENT YEAR'S ADOPTED BUDGET -----
SALARY & WAGES	* * *	\$526,500 *	\$518,360 *
FRINGE BENEFITS	* * *	\$292,800 *	\$286,500 *
OTHER EXPENSES	* * *	\$819,850 *	\$909,900 *
<b>TOTAL COST OF PROVIDING SERVICES</b>	* E-2 *	\$1,639,150 *	\$1,714,760 *
<b>TOTAL PRINCIPAL PAYMENTS ON DEBT SERVICE IN LIEU OF DEPRECIATION</b>	* D-1 *	\$1,163,820 *	\$1,132,208 *
<b>TOTAL OPERATING APPROPRIATIONS (E-1 + E-2 + D-1)</b>	* B-2 *	\$3,222,282 *	\$3,257,255 *

2012  
**AUTHORITY BUDGET**

WATER  
(OPTION)

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM DECEMBER 1, 2012 TO NOVEMBER 30, 2013

---BUDGETED APPROPRIATIONS---

---NON-OPERATING APPROPRIATIONS---

	CROSS REF.	2012 PROPOSED BUDGET	2011 CURRENT YEAR'S ADOPTED BUDGET
	-----	-----	-----
TOTAL INTEREST PAYMENTS ON DEBT	* D-2 *	\$388,205 *	\$415,736 *
OPERATIONS & MAINTENANCE RESERVE	* * *	*	*
RENEWAL & REPLACEMENT RESERVE(S)	* C-1 *	*	*
MUNICIPALITY/COUNTY APPROPRIATION	* * *	*	*
OTHER RESERVES	* C-2 *	*	*
<b>TOTAL NON-OPERATING APPROPRIATIONS</b>	* B-3 *	\$388,205 *	\$415,736 *
ACCUMULATED DEFICIT	* B-4 *	None *	None *
<b>TOTAL OPERATING &amp; NON-OPERATING APPROPRIATIONS &amp; ACCUMULATED DEFICIT (B-2 + B-3 + B-4)</b>	* B-5 *	\$3,610,487 *	\$3,672,991 *
UNRESTRICTED NET ASSETS UTILIZED:			
MUNICIPALITY/COUNTY APPROPRIATION	* R-3a *	*	*
OTHER	* R-3b *	\$299,527 *	\$1,424,181 *
<b>LESS: TOTAL UNRESTRICTED NET ASSETS UTILIZED (R-3a + R-3b)</b>	* R-3 *	\$299,527 *	\$1,424,181 *
<b>NET TOTAL APPROPRIATIONS (B-5 - R-3)</b>	* B-6 *	\$3,310,960 *	\$2,248,810 *

2012

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

2012 CERTIFICATION of AUTHORITY CAPITAL  
BUDGET/PROGRAM

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM DECEMBER 1, 2012 TO NOVEMBER 30, 2013

[ x ] 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, by the governing body of the East Windsor Municipal Utilities Authority, on the 13th day of September, 2012.

OR

[ ] It is further certified that the governing body of the \_\_\_\_\_ Authority have elected **NOT** to adopt a Capital Budget /Program for the aforesaid fiscal year, pursuant to N.J.A.C. 5:31-2.2 for the following reason(s): \_\_\_\_\_

\_\_\_\_\_  
(Preparer's signature)

STEVEN KURS  
\_\_\_\_\_  
(Print Name)

SECRETARY  
\_\_\_\_\_  
(Title)

7 WILTSHIRE DRIVE  
\_\_\_\_\_  
(Address)

EAST WINDSOR, NJ 08520  
\_\_\_\_\_  
(City, State, Zip Code)

609-443-6000/ 609-443-3928  
\_\_\_\_\_  
(Phone number) (Fax number)

dee@eastwindsormua.com  
\_\_\_\_\_  
(Email Address)

## 2012 Capital Budget/Program Message

### EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

**FISCAL YEAR: FROM DECEMBER 1, 2012 TO NOVEMBER 30, 2013**

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?

Capital projects are presented before local and county planning boards and other governmental bodies when the projects are scheduled to proceed. These boards have already seen the need for these projects, which were outlined in a master plan, dated May 14, 1994

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

Yes.

3. Has a long-term (10-20 years) infrastructure needs assessment or other capital plan with a horizon beyond six years been prepared?

Yes, an utilities master plan described above has been prepared which describes infrastructure needs to full build out of the community.

4. Describe the projected impacts of the proposed capital projects, including impact on the schedule of rates, fees, and service charges and the impact on current and future year's schedules.

On December 1, 2009, the Authority paid the final installment on it's 1993 revenue bonds. The pay off of this debt issue eliminated the requirements for a future debt service reserve and the reserves for renewal and replacements.

The Authority will hold a public hearing at it's October 2012 meeting to present and approve an increase in water rates. The increase in the average single family unit will be \$66.36 per year. This will provide the Authority with \$831,294 in additional revenues in 2013. Another increase will be put into effect on December 1, 2013. The amount of that increase will be determined in the fall of 2013 after final debt service payments are finalized with the N.J. EIT Loan Program.

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

**Add additional sheets if necessary.**

2012

**AUTHORITY CAPITAL BUDGET**

WATER  
(OPERATION)

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM DECEMBER 1, 2012 TO NOVEMBER 30, 2013

PROPOSED YEAR'S CAPITAL IMPROVEMENT PLAN

-----FUNDING SOURCES-----					
PROJECTS	ESTIMATED TOTAL COST	UNRESTRICTED NET ASSETS	RENEWAL & REPLACEMENT RESERVE	DEBT AUTHORIZATION	OTHER SOURCES
-----	-----	-----	-----	-----	-----
A Administrative Equipment	\$22,500	\$22,500			
B Project Design Expense	\$35,000	\$35,000			
C Construction Management	\$62,000	\$62,000			
D Miscellaneous Equipment	\$50,000	\$50,000			
E Vehicle Replacement	\$80,000	\$80,000			
F Meter Replacement	\$90,000	\$90,000			
G Rehab Wells	\$70,000	\$70,000			
H Well #8 - Blower Replace	\$24,000	\$24,000			
I Vac Trailer	\$40,000	\$40,000			
J Portable Light Tower	\$20,000	\$20,000			
K Well #6 Improvements	\$100,000	\$100,000			
L Insertion Valve Prin/Hight Road	\$15,000	\$15,000			
M SCADA Upgrades	\$100,000	\$100,000			
N Water Main - N. Main Street	\$150,000				\$150,000
O Well #1 Electrical	\$70,000	\$70,000			
<b>TOTAL</b>	<b>\$928,500</b>	<b>\$778,500</b>			<b>\$150,000</b>
	=====	=====	=====	=====	=====

2012

**AUTHORITY CAPITAL BUDGET**

WATER  
(OPERATION)

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM DECEMBER 1, 2012 TO NOVEMBER 30, 2013

5 YEAR CAPITAL IMPROVEMENT PLAN COSTS

PROJECTS	ESTIMATED TOTAL COST	2013	2014	2015	2016	2017
		11/30/2014	11/30/2015	11/30/2016	11/30/2017	12/31/2018
A Administrative Equipment	\$50,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
B Project Design Expense	\$175,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000
C Construction Management	\$340,000	\$64,000	\$66,000	\$68,000	\$70,000	\$72,000
D Miscellaneous Equipment	\$250,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
E Vehicle Replacement	\$70,000			\$35,000	\$35,000	
F Meter Replacement	\$450,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000
G Rehab Wells	\$500,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
H ACCU System	\$80,000		\$40,000	\$40,000		
I SCADA Upgrade	\$75,000	\$75,000				
J Photovoltaic System	\$4,500,000		\$4,500,000			
K						
L						
M						
N						
<b>TOTAL</b>	<b>\$6,490,000</b>	<b>\$424,000</b>	<b>\$4,891,000</b>	<b>\$428,000</b>	<b>\$390,000</b>	<b>\$357,000</b>

2012

**AUTHORITY CAPITAL PROGRAM**

WATER  
(OPERATION)

EAST WINDSOR MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM DECEMBER 1, 2012 TO NOVEMBER 30, 2013

5 YEAR CAPITAL PLAN FUNDING SOURCES: From Year 2013 to Year 2017

-----FUNDING SOURCES-----					
PROJECTS	ESTIMATED TOTAL COST	UNRESTRICTED NET ASSETS	RENEWAL & REPLACEMENT RESERVE	DEBT AUTHORIZATION	OTHER SOURCES
-----		-----	-----	-----	-----
A Administrative Equipment	\$50,000	\$50,000			
B Project Design Expense	\$175,000	\$175,000			
C Construction Management	\$340,000	\$340,000			
D Miscellaneous Equipment	\$250,000	\$250,000			
E Vehicle Replacement	\$70,000	\$70,000			
F Meter Replacement	\$450,000	\$450,000			
G Rehab Wells	\$500,000	\$500,000			
H ACCU System	\$80,000				\$ 80,000
I SCADA Upgrade	\$75,000				\$ 75,000
J Photovoltaic System	\$4,500,000			\$4,500,000	
K					
L					
M					
N					
<b>TOTAL</b>	<b>\$6,490,000</b>	<b>\$1,835,000</b>		<b>\$4,500,000</b>	<b>\$155,000</b>
	=====	=====	=====	=====	=====