

NEW JERSEY WATER SUPPLY AUTHORITY

MANASQUAN RESERVOIR SYSTEM

FISCAL YEAR 2024 BUDGET

(July 1, 2023 - June 30, 2024)

**Adopted
May 1, 2023**

RARITAN BASIN SYSTEM

FISCAL YEAR 2024 BUDGET

(July 1, 2023 - June 30, 2024)

**Adopted
May 1, 2023**

MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM

FISCAL YEAR 2024 BUDGET

(July 1, 2023 - June 30, 2024)

Presentation Only

NEW JERSEY WATER SUPPLY AUTHORITY



MANASQUAN RESERVOIR SYSTEM

FISCAL YEAR 2024 BUDGET

(July 1, 2023 - June 30, 2024)

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR SYSTEM

PROPOSED

FISCAL YEAR 2024 BUDGET
(July 1, 2023-June 30, 2024)

Table of Contents

PROPOSED FISCAL YEAR 2024 BUDGET SUMMARY 1

RATE HISTORY OF WATER CHARGES PER MILLION GALLONS OF RAW WATER DAILY
FY2005-FY2024 – INITIAL WATER USERS 2

RATE HISTORY OF WATER CHARGES PER MILLION GALLONS OF RAW WATER DAILY
FY2010-FY2024 – DELAYED WATER USERS 3

DEBT SERVICE COVERAGE 4

TOTAL OPERATIONS & MAINTENANCE BUDGET 5

PROPOSED OPERATIONS & MAINTENANCE DIRECT EXPENSE BUDGET (40) 6

PROPOSED GENERAL & ADMINISTRATIVE EXPENSE BUDGET (60) 7

RECAP OF ALLOCATION OF HEADQUARTERS GENERAL AND ADMINISTRATIVE
EXPENSES CHARGED TO THE MANASQUAN RESERVOIR WATER SUPPLY SYSTEM 8

LABOR PROJECTION 9

DIRECT EXPENSE BUDGET (40) PROPOSED OPERATING EXPENSE BUDGET FOR FISCAL
YEAR 2024 AND EXPENDITURES THROUGH 12/31/22 FOR FISCAL YEAR 2023 10

GENERAL & ADMINISTRATIVE EXPENSE BUDGET (60) PROPOSED OPERATING EXPENSE
BUDGET FOR FISCAL YEAR 2024 AND EXPENDITURES THROUGH 12/31/22 FOR FISCAL
YEAR 2023 11

LIST OF CATEGORY 5340 ITEMS RECOMMENDED SERVICE & MAINTENANCE
CONTRACTS FOR RESERVOIR (40) 12

LIST OF CATEGORY 5340 ITEMS RECOMMENDED SERVICE & MAINTENANCE
CONTRACTS FOR G & A (60) 13

LIST OF CATEGORY 5380 ITEMS RECOMMENDED SPECIAL & PROFESSIONAL SERVICES
FOR RESERVOIR (40) 14

LIST OF CATEGORY 5380 ITEMS RECOMMENDED SPECIAL & PROFESSIONAL SERVICES
FOR G & A (60) 15

PROPOSED CAPITAL EQUIPMENT BUDGET 16

PROJECTED FY 2024 NEW JERSEY WATER SUPPLY AUTHORITY INSURANCE PROGRAM 17

UNANTICIPATED REVENUE - FUNDS TO BE APPROPRIATED INTO RATE STABILIZATION
FUND FOR FISCAL YEAR 2024 18

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE
ACCOUNTS 19

DESCRIPTION OF RESERVE ACCOUNTS 24

AUDITOR COST ALLOCATION REPORT FY24

APPENDIX I

AUDITOR COST ALLOCATION REPORT ACTUAL FY22

APPENDIX II

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR SYSTEM

PROPOSED FISCAL YEAR 2024 BUDGET SUMMARY

(7/1/23-6/30/24)

	ADOPTED F/Y2023 <u>Reservoir Budget</u>	PROPOSED F/Y2024 <u>Reservoir Budget</u>
Proposed Operating Expense Budget (Schedule 2)	\$ 2,818,990	\$ 2,867,454
Proposed Capital Equipment Budget (Schedule 13)	17,800	32,000
Allocation of Headquarters General & Administrative Expenses to the Manasquan Reservoir System (Schedule 5)	<u>646,000</u>	<u>770,000</u>
 Total Operating Expense Budget & Capital Equipment Budget	 \$ 3,482,790	 \$ 3,669,454
 Adjustment for F/Y21 Salary & Fringe Expenses to be paid from the WTP/TS Account	 \$ 139,651	 \$ 19,615
Adjustment for F/Y20 Salary & Fringe Expenses to be paid from the WTP/TS Account	\$ -	\$ -
 Contributions to Debt Service and Reserve Funds		
Renewal & Replacement	\$ 120,000	\$ 120,000
Sediment Reserve	10,000	10,000
Formal Dam Inspection Reserve	5,000	5,000
High Voltage Testing Reserve	15,000	15,000
Delayed Debt Service Fund (120 percent coverage)	710,513	712,459
NJEIFP Debt Service	176,921	177,405
Source Water Protection Program	106,450	106,742
Capital Fund Component	3,199,663	3,208,429
Other Post Employment Benefits Reserve	-	-
Supplemental Renewal & Replacement	-	-
Total Contributions to Debt Service and Reserve Funds	<u>\$ 4,343,547</u>	<u>\$ 4,355,036</u>
 Total Proposed Budget	 <u>\$ 7,965,988</u>	 <u>\$ 8,044,105</u>
 Revenues		
Operating and Maintenance Component	\$ 3,161,711	\$ 3,161,689
Appropriation from General Fund (Rate Stabilization)	584,130	587,180
Delayed Debt Service (120 percent coverage)	710,513	712,459
NJEIFP Debt Service	176,921	177,405
Source Water Protection Program Component	106,450	106,742
Capital Fund Component	3,199,663	\$ 3,208,429
F/Y20 interest earnings were estimated at .25 percent, long-term investments were estimated at 1.3 percent.	<u>26,600</u>	<u>90,200</u>
Total Revenue	<u>\$ 7,965,988</u>	<u>\$ 8,044,105</u>

Table 1

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR SYSTEM

**RATE HISTORY OF WATER CHARGES PER MILLION GALLONS OF RAW WATER DAILY
FY2005-FY2024 – INITIAL WATER USERS**

INITIAL WATER PURCHASER 14.98 mgd JULY 1, 2015
SHORELANDS .028 mgd July 1, 2006

Effective Date	O&M Charge	Source Water Protection	Debt Repayment 2/1/91-8/01/20	NJEIFP Debt Component	Capital Fund Component	Total Charge per MG	Percent Increase (Decrease)
July 1, 2004	321.69	15	584.95			\$921.64	15.93%
July 1, 2005	295.41	15	584.6			\$895.01	-2.89%
July 1, 2006	295.41	15	522.86			\$833.27	-6.90%
July 1, 2007	302.52	15	528.54			\$846.06	1.53%
July 1, 2008	302.52	15	566.59			\$884.11	4.50%
July 1, 2009	396.79	15	568.26			\$980.05	10.85%
July 1, 2010	396.79	15	568.69			\$980.48	0.04%
July 1, 2011	347.39	15	618.09	35.42		\$1,015.90	3.61%
July 1, 2012	345.95	15	619.53	35.42		\$1,015.90	0.00%
July 1, 2013	356.61	15	619.87	24.42		\$1,015.90	0.00%
July 1, 2014	356.61	15	619.87	24.42		\$1,015.90	0.00%
July 1, 2015	386.00	10.00	636.61	24.79		\$1,057.40	4.09%
July 1, 2016	432.87	10.00	636.61	25.10		\$1,104.58	4.46%
July 1, 2017	432.87	15.00	570.55	24.93		\$1,043.35	-5.54%
July 1, 2018	432.87	15.00	570.55	24.93		\$1,043.35	0.00%
July 1, 2019	432.87	15.00	570.55	24.93		\$1,043.35	0.00%
July 1, 2020	445.82	15.00	0.00	24.93	525.00	\$1,010.75	-3.12%
July 1, 2021	445.82	15.00	0.00	24.93	525.00	\$1,010.75	0.00%
July 1, 2022	445.82	15.00	0.00	24.93	525.00	\$1,010.75	0.00%
July 1, 2023	445.82	15.00	0.00	24.93	525.00	\$1,010.75	0.00%

Table 2

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR SYSTEM

**RATE HISTORY OF WATER CHARGES PER MILLION GALLONS OF RAW WATER DAILY
FY2010-FY2024 – DELAYED WATER USERS**

DELAYED WATER PURCHASER NJ-AMERICAN 1 mgd JULY 1, 2001
1.935 mgd OCTOBER 1, 2002
1.500 mgd JANUARY 1, 2005

Effective Date	O&M Charge	Source Water Protection	Debt Repayment 2/1/02-8/01/31	NJEIFP Debt Component	Capital Fund Component	Total Charge per MG	Percent Increase (Decrease)
July 1, 2009	396.79	15.00	763.24			\$1,175.03	8.82%
July 1, 2010	396.79	15.00	756.19			\$1,167.98	-0.60%
July 1, 2011	347.39	15.00	770.90	35.42		\$1,168.71	0.06%
July 1, 2012	345.95	15.00	772.12	35.42		\$1,168.49	-0.02%
July 1, 2013	356.61	15.00	772.46	24.42		\$1,168.49	0.00%
July 1, 2014	356.61	15.00	772.46	24.42		\$1,168.49	0.00%
July 1, 2015	386.00	10.00	770.07	24.79		\$1,190.86	1.91%
July 1, 2016	432.87	10.00	770.07	25.10		\$1,238.04	3.96%
July 1, 2017	432.87	15.00	664.96	24.93		\$1,137.76	-8.10%
July 1, 2018	432.87	15.00	664.96	24.93		\$1,137.76	0.00%
July 1, 2019	432.87	15.00	664.96	24.93		\$1,137.76	0.00%
July 1, 2020	445.82	15.00	438.92	24.93	200.00	\$1,124.67	-1.15%
July 1, 2021	445.82	15.00	438.92	24.93	200.00	\$1,124.67	0.00%
July 1, 2022	445.82	15.00	438.92	24.93	200.00	\$1,124.67	0.00%
July 1, 2023	445.82	15.00	438.92	24.93	200.00	\$1,124.67	0.00%

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR SYSTEM

DEBT SERVICE COVERAGE

FISCAL YEAR 2024
(7/1/23-6/30/24)

	Budgeted F/Y2024
<u>Revenues</u>	
Uninterruptible Water Sales	\$ 7,357,375
Interest Income	\$ 90,200
Total Revenues	\$ 7,447,575
<u>Expenses</u>	
O&M Costs	\$ 2,867,454
Overhead Allocation	\$ 770,000
Total O&M	\$ 3,637,454
Cash Available for Debt Service - A	\$ 3,810,121
Net Debt Service Expense	\$ 580,713
Debt Service Coverage Calculation - A/B	6.56
Cash After Debt Service A-B	\$ 3,229,409

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR SYSTEM

TOTAL OPERATIONS & MAINTENANCE BUDGET

FISCAL YEAR 2024
(7/01/23-6/30/24)

	F/Y2023 Reservoir Adopted	F/Y2024 Reservoir Proposed
	<u> </u>	<u> </u>
Salaries & Fringe Benefits (Schedule 6)	1,520,516	\$1,518,655
O & M Direct Expense (Schedule 3)	1,157,613	1,179,949
G&A Expenses (Schedule 4)	<u>140,864</u>	<u>168,851</u>
Total Operations & Maintenance Budget	<u>\$2,818,993</u>	<u>\$2,867,454</u>
Estimate	<u>\$2,818,990</u>	<u>\$2,867,450</u>

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR SYSTEM

PROPOSED OPERATIONS & MAINTENANCE DIRECT EXPENSE BUDGET (40)

FISCAL YEAR 2024
(7/01/23-6/30/24)

<u>CODE</u>	<u>ACCOUNT DESCRIPTION</u>	<u>RESERVOIR</u>	
		<u>ADOPTED</u>	<u>PROPOSED</u>
		<u>FY23</u>	<u>FY24</u>
5200	Residences	\$ -	\$ -
5210	Heating Fuel	800	1,600
5220	Utilities -Electrical Service	85,000	86,725
5230	-Gas Service	9,800	11,700
5240	-Propane	-	-
5250	Electricity for Pumping Station	305,000	305,000
5260	Fuel - Vehicular	-	-
5270	Oil & Grease	-	-
5280	Tires	-	-
5290	Maintenance Supplies	10,000	14,700
5300	Maint. Supplies - Vehicular	-	-
5310	Major Vehicle Service & Repair	-	-
5320	Agricultural Supplies	-	-
5330	Maintenance Equipment	51,500	51,500
5340	Serv. & Maintenance Contracts	46,650	(Sch. 9) 46,650
5350	Equipment Rental	10,000	10,000
5360	Household - Safety Supplies	1,000	1,000
5370	Uniforms	-	-
5380	Special & Professional Services	138,686	(Sch. 11) 112,850
5390	Protective Services	342,869	(Sch. 14) 381,416
5400	Telephone	9,008	9,008
5410	Postage & Freight Out	-	-
5420	Data Processing	-	-
5430	Printing & Office Supplies	1,500	2,000
5440	Scientific & Photographic	5,500	5,500
5450	Dues & Subscriptions	-	-
5460	Advertising & Promotional	2,000	2,000
5470	Travel & Subsistence	-	-
5480	Staff Training & Tuition Aid	-	-
5490	Fees & Permits	38,000	38,000
5500	In - Lieu Taxes	38,300	38,300
5510	Sediment Removal	62,000	62,000
	TOTAL O&M DIRECT EXPENSE BUDGET	<u>\$ 1,157,613</u>	<u>\$ 1,179,949</u>

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR SYSTEM

PROPOSED GENERAL & ADMINISTRATIVE EXPENSE BUDGET (60)

FISCAL YEAR 2024
(7/01/23-6/30/24)

<u>CODE</u>	<u>ACCOUNT</u>	<u>ADOPTED G&A FY23</u>	<u>PROPOSED G&A FY24</u>
	Salaries & Fringe Benefits	\$ 3,144,050	\$3,286,875
5200	Residences	-	-
5210	Heating Fuel	-	-
5220	Utilities -Electrical Service	-	-
5230	-Gas Service	-	-
5240	-Propane	-	-
5250	Electricity for Pumping Station	-	-
5260	Fuel - Vehicular	22,750	46,800
5270	Oil & Grease	5,700	8,300
5280	Tires	7,000	12,000
5290	Maintenance Supplies	15,000	15,000
5300	Maint. Supplies - Vehicular	20,000	20,000
5310	Major Vehicle Service & Repair	52,000	52,000
5320	Agricultural Supplies	9,100	9,100
5330	Maintenance Equipment	12,000	12,000
5340	Serv. & Maintenance Contracts	25,852 (Sch. 10)	25,852
5350	Equipment Rental	4,300	4,300
5360	Household - Safety Supplies	7,500	13,700
5380	Special & Professional Services	7,700 (Sch. 12)	12,900
5390	Protective Services	-	-
5400	Telephone	7,000	7,200
5410	Postage & Freight Out	1,200	1,200
5420	Data Processing	5,000	5,000
5430	Printing & Office Supplies	5,800	7,400
5440	Scientific & Photographic	300	300
5450	Dues & Subscriptions	3,000	3,000
5460	Advertising & Promotional	2,000	2,000
5470	Travel & Subsistence	1,000	1,000
5480	Staff Training & Tuition Aid	12,400	10,000
5490	Fees & Permits	7,700	6,500
5500	In - Lieu Taxes	-	-
5510	Residual Removal	-	-
5520	Water Treatment Chemicals	-	-
5525	GAC Replacement	-	-
	SUB-TOTAL G&A EXPENSE BUDGET	<u>\$ 234,302</u>	<u>\$ 275,552</u>
	TOTAL G&A WITH SALARIES & FRINGE	<u>\$ 3,378,352</u>	<u>\$ 3,562,427</u>

Allocation of Direct General & Administrative Expense Budget - See Appendix I for basis of Allocation.
(Page 6, Columns 2, 3, & 4)

Reservoir System	\$ 140,864	\$ 168,851
Treatment/Transmission System	\$ 93,438	\$ 106,701
Total	<u>\$ 234,302</u>	<u>\$ 275,552</u>

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR SYSTEM

**RECAP OF ALLOCATION OF HEADQUARTERS GENERAL AND ADMINISTRATIVE EXPENSES
CHARGED TO THE MANASQUAN RESERVOIR WATER SUPPLY SYSTEM**

FISCAL YEAR 2024
(7/01/23-6/30/24)

	Total Headquarters Charge	Manasquan Reservoir System	Manasquan WTP/TS
Budgeted-Appendix I, amount to be charged to Manasquan System for FY24 (7/1/23-6/30/24)	\$810,833	\$699,506	\$111,327
F/Y22 Adjustment as per audited Expenditures:			
Budgeted as per rate schedule for F/Y22 (7/1/21-6/30/22). Amounts paid during F/Y21 to Raritan Basin System.	\$675,000	\$583,000	\$92,000
Actual allocation based upon audited expenditures F/Y22 (7/1/21-6/30/22) - Appendix II	<u>\$757,050</u>	<u>\$653,089</u>	<u>\$103,961</u>
Adjustments F/Y22	<u>\$82,050</u>	<u>\$70,089</u>	<u>\$11,961</u>
Net Allocation for F/Y2024 Budget	<u>\$892,883</u>	<u>\$769,595</u>	<u>\$123,288</u>
Estimate	<u>\$893,000</u>	<u>\$770,000</u>	<u>\$124,000</u>

Note:

Amounts in this schedule may differ from the allocation reports attached because of adjustments made as a result of OPEB-related data released from the State of NJ after this schedule was prepared. Any differences will be addressed in this schedule in following year(s).

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR SYSTEM

LABOR PROJECTION

FISCAL YEAR 2024
(7/01/23-6/30/24)

TITLES	SALARY	FRINGE BENEFITS	OVERTIME	CLOTHING ALLOWANCE	SHIFT DIFFERENTIAL	TOTAL	ALLOCATION RESERVOIR %	AMOUNT RESERVOIR	ALLOCATION WTP/TS %	AMOUNT WTP/TS
Director	147,400	98,710	-			246,110	50%	123,054	50%	123,056
Project Engineer II	102,500	68,641	-			171,141	70%	119,798	30%	51,343
Water Supply Tech.	69,800	47,111	-	550		117,461	62%	72,825	38%	44,636
Administrative Assistant	73,000	48,886	-			121,886	40%	48,753	60%	73,133
Supervisor Technical Facilities Maint	91,900	63,957	3,055	550		159,462	47%	74,910	53%	84,597
Sr. Water Supply Tech.	80,000	54,252	463	550		135,265	35%	47,380	65%	87,922
Maintenance Worker I	49,900	33,785	-	550		84,235	93%	78,338	7%	5,897
Supervisor Operations	103,200	69,110	-			172,310	25%	43,077	75%	129,234
Equipment Operator	52,300	35,392	-	550		88,242	94%	82,947	6%	5,296
Foreman Bldg & Grounds Maint	80,000	54,252	463	550		135,265	80%	108,241	20%	27,061
Foreman Facilities Maintenance	78,400	55,845	4,441	550		139,236	40%	55,717	60%	83,478
Facilities Mechanic (3 Positions)	183,300	126,023	3,236	1,650		314,209	40%	125,688	60%	188,485
Supervisor Plant Operator	64,000	46,173	4,398	550		115,121	37%	42,566	63%	72,556
Maintenance Worker I Operations	41,700	28,109	-	275		70,084	92%	64,477	8%	5,608
Reservoir Sys Oper./Asst RSO (5 Positions)	245,600	188,691	31,516	2,750	1,900	470,457	90%	423,446	10%	46,995
Plant Operator (6 Positions)	391,300	299,362	52,428	3,300		746,390	1%	7,439	99%	738,924
TOTAL: (rounded)	1,854,300	1,318,300	100,000	12,375	1,900	3,286,875		1,518,655		1,768,221

TOTAL = 27 Positions

Director and Administrative Assistant, Water Supply Tech. and Sr. Water Supply Tech percentages modified based on work load. All others are four-year average.

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR SYSTEM

**DIRECT EXPENSE BUDGET (40) PROPOSED OPERATING EXPENSE BUDGET FOR FISCAL
YEAR 2024 AND EXPENDITURES THROUGH 12/31/22 FOR FISCAL YEAR 2023**

CODE	ACCOUNT	ADOPTED BUDGET FY23	PROPOSED BUDGET FY24	EXPENDITURES THRU 12/31/22
5200	ON-SITE RESIDENCE	-	-	-
5210	HEATING FUEL	800	1,600	900
5220	UTILITIES-ELECTRICAL SERVICE	85,000	86,725	36,254
5230	UTILITIES-GAS SERVICE & WATER	9,800	11,700	5,113
5240	UTILITIES-PROPANE	-	-	-
5250	ELECTRICITY FOR PUMPING	305,000	305,000	168,560
5260	VEHICULAR FUEL	-	-	-
5270	OIL & GREASE	-	-	-
5280	TIRES	-	-	-
5290	MAINTENANCE SUPPLIES	10,000	14,700	7,219
5300	MAINT. SUPPLIES-VEHICULAR EQUIPMENT	-	-	-
5310	MAJOR SPECIAL VEHICLE SERVICE & REPAIR	-	-	-
5320	AGRICULTURAL SUPPLIES	-	-	-
5330	MAINTENANCE OF EQUIPMENT	51,500	51,500	20,400
5340	SERVICE & MAINTENANCE CONTRACTS	46,650	46,650	7,299
5350	EQUIPMENT RENTAL	10,000	10,000	2,991
5360	HOUSEHOLD-SAFETY & PROTECTIVE SUPPLIES	1,000	1,000	432
5370	UNIFORMS	-	-	-
5380	SPECIAL & PROFESSIONAL SERVICES	138,686	112,850	27,652
5390	PROTECTIVE SERVICES	342,869	381,416	174,292
5400	TELEPHONE	9,008	9,008	7,198
5410	POSTAGE & FREIGHT	-	-	-
5420	DATA PROCESSING	-	-	-
5430	PRINTING & OFFICE SUPPLIES	1,500	2,000	2,634
5440	SCIENTIFIC & PHOTOGRAPHIC	5,500	5,500	-
5450	DUES & SUBSCRIPTIONS	-	-	-
5460	ADVERTISING	2,000	2,000	881
5470	TRAVEL & SUBSISTENCE	-	-	-
5480	STAFF TRAINING & TUITION AID	-	-	152
5490	FEES & PERMITS	38,000	38,000	50
5500	IN-LIEU TAXES	38,300	38,300	36,756
5510	SEDIMENT REMOVAL	62,000	62,000	59,040
TOTALS		\$1,157,613	\$1,179,949	\$557,821

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR SYSTEM

**GENERAL & ADMINISTRATIVE EXPENSE BUDGET (60) PROPOSED OPERATING
EXPENSE BUDGET FOR FISCAL YEAR 2024 AND EXPENDITURES THROUGH 12/31/22 FOR
FISCAL YEAR 2023**

CODE	ACCOUNT	ADOPTED BUDGET FY23	PROPOSED BUDGET FY24	EXPENDITURES THRU 12/31/22
5110	REGULAR SALARIES & WAGES	\$ 1,904,950	\$ 1,868,575	\$ 846,085
5120	OVERTIME-SALARIES & WAGES	112,800	100,000	52,184
5150	FRINGE BENEFITS	907,700	1,094,500	450,735
5160	RETIREE HEALTH BENEFITS	213,600	218,800	93,990
5168	WORKERS' COMP. (SELF INSURED)	5,000	5,000	1,372
	TOTAL SALARY, OVERTIME & FRINGE BENEFITS	\$ 3,144,050	\$ 3,286,875	\$ 1,444,366
5201	ON-SITE RESIDENCE (WINDELER HOUSE)	\$ -	\$ -	\$ -
5210	HEATING FUEL	-	-	-
5220	UTILITIES-ELECTRICAL SERVICE	-	-	-
5230	UTILITIES-GAS SERVICE & WATER	-	-	-
5240	UTILITIES-PROPANE	-	-	-
5250	ELECTRICITY FOR PUMPING	-	-	-
5260	VEHICULAR FUEL	22,750	46,800	15,685
5270	OIL & GREASE	5,700	8,300	2,655
5280	TIRES	7,000	12,000	6,057
5290	MAINTENANCE SUPPLIES	15,000	15,000	13,925
5300	MAINT. SUPPLIES-VEHICULAR EQUIPMENT	20,000	20,000	6,258
5310	MAJOR SPECIAL VEHICLE SERVICE & REPAIR	52,000	52,000	13,839
5320	AGRICULTURAL SUPPLIES	9,100	9,100	2,313
5330	MAINTENANCE OF EQUIPMENT	12,000	12,000	2,226
5340	SERVICE & MAINTENANCE CONTRACTS	25,852	25,852	9,075
5350	EQUIPMENT RENTAL	4,300	4,300	1,297
5360	HOUSEHOLD-SAFETY & PROTECTIVE SUPPLIES	7,500	13,700	3,638
5370	UNIFORMS	-	-	-
5380	SPECIAL & PROFESSIONAL SERVICES	7,700	12,900	1,392
5390	PROTECTIVE SERVICES	-	-	-
5400	TELEPHONE	7,000	7,200	3,033
5410	POSTAGE & FREIGHT	1,200	1,200	1,936
5420	DATA PROCESSING	5,000	5,000	1,145
5430	PRINTING & OFFICE SUPPLIES	5,800	7,400	1,216
5440	SCIENTIFIC & PHOTOGRAPHIC	300	300	-
5450	DUES & SUBSCRIPTIONS	3,000	3,000	349
5460	ADVERTISING	2,000	2,000	-
5470	TRAVEL & SUBSISTENCE	1,000	1,000	68
5480	STAFF TRAINING & TUITION AID	12,400	10,000	52
5490	FEES & PERMITS	7,700	6,500	1,539
5500	IN-LIEU TAXES	-	-	-
5510	SEDIMENT REMOVAL	-	-	-
	SUB TOTALS	\$ 234,302	\$ 275,552	\$ 87,698
	TOTALS	\$ 3,378,352	\$ 3,562,427	\$ 1,532,064

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR WATER SUPPLY SYSTEM

**LIST OF CATEGORY 5340 ITEMS RECOMMENDED SERVICE & MAINTENANCE CONTRACTS
FOR RESERVOIR (40)**

FISCAL YEAR 2024

	Adopted F/Y23	Proposed F/Y24
	<u> </u>	<u> </u>
1 HVAC/Dehumidifier Service	\$ 500	\$ 500
2 Instrumentation & Control System Service/Upgrade	3,000	3,000
3 Electrical Upgrade & Repair	14,000	14,000
4 Overhead Crane Service & Inspection	3,000	3,000
5 Fire & Intrusion Alarm Service	1,500	1,500
6 Potable Well/Septic Service	1,500	1,500
7 Fertilization-Dam Dike	3,750	3,750
8 Underground Fuel Tank Testing & Repair	2,000	2,000
9 Roadway Crack Sealing	3,000	3,000
10 Wood Debris Removal	2,500	2,500
11 Access Roadway Repairs	2,500	2,500
12 Roofing System Maintenance & Repair	4,000	4,000
13 Reservoir Transmission Line Clearing	3,000	3,000
14 Fios Fiber Optic for Security Cameras	<u>2,400</u>	<u>2,400</u>
 Total Service & Maintenance Contracts	 <u>\$ 46,650</u>	 <u>\$ 46,650</u>

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR WATER SUPPLY SYSTEM

**LIST OF CATEGORY 5340 ITEMS RECOMMENDED SERVICE & MAINTENANCE CONTRACTS
FOR G & A (60)**

FISCAL YEAR 2024

	Adopted F/Y23	Proposed F/Y24
1 Refuse & Waste Disposal	\$ 2,000	\$ 2,000
2 Office Equipment/Computers	1,800	1,800
3 Waste Oil Disposal	300	300
4 Fire Extinguisher Service	1,100	1,100
5 UST Monitor Service	1,752	1,752
6 Building Maintenance	6,000	6,000
7 Internet Service	2,000	2,000
8 Janitorial Service	8,000	8,000
9 Vehicle Lift Inspection	500	500
12 Underground Fuel Storage Tank Service	<u>2,400</u>	<u>2,400</u>
Total Service & Maintenance Contracts	<u>\$ 25,852</u>	<u>\$ 25,852</u>

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR WATER SUPPLY SYSTEM

**LIST OF CATEGORY 5380 ITEMS RECOMMENDED SPECIAL & PROFESSIONAL SERVICES FOR
RESERVOIR (40)**

FISCAL YEAR 2024

		Adopted F/Y23	Proposed F/Y24
1	Laboratory Services - Water Quality Sampling	\$ 10,000	\$ 10,000
3	Services-USGS Cooperative Agreement	34,000	34,000
4	Annual Trustee Fund	9,500	9,500
5	Dam Management-Surveying	2,500	2,500
6	Wetland Monitoring Management	8,000	8,000
7	Hydrilla Treatment and Water Quality Study	25,000	15,000
8	Lake Management Consultants	10,000	-
9	Engineering Services	4,000	4,000
10	Financial Advisory Services	4,850	4,850
11	USGS Gaging Station Squankum	30,836	25,000
	Total Special & Professional Services	\$ 138,686	\$ 112,850

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR WATER SUPPLY SYSTEM

**LIST OF CATEGORY 5380 ITEMS RECOMMENDED SPECIAL & PROFESSIONAL SERVICES
FOR G & A (60)**

FISCAL YEAR 2024

	Adopted F/Y23	Proposed F/Y24
	<u> </u>	<u> </u>
1 Pulmonary Testing	\$ 1,500	\$ 1,500
2 CDL Medical Testing	1,000	1,000
3 EAS Service	4,000	4,000
4 The Bank of NJ - Melon	-	5,200
5 Pre-Employment Physicals	<u>1,200</u>	<u>1,200</u>
 Total Special & Professional Services	 <u>\$ 7,700</u>	 <u>\$ 12,900</u>

NEW JERSEY WATER SUPPLY AUTHORITY
 MANASQUAN RESERVOIR WATER SUPPLY SYSTEM

PROPOSED CAPITAL EQUIPMENT BUDGET

FISCAL YEAR 2024

Description	(A)Addition	Year of Purchase	Dollar		Manasquan	Manasquan	Reservoir	WTP/TS
	(R)Replacement	Vehicle/Equipment	Value	%	Reservoir	WTP/TS	Depreciation Reserve	Depreciation Reserve
Ford Escape or equivalent	R (556)		35,000	50/50	17,500	17,500	15,225	801
Skid steer Forestry Disc Mulcher Attachment	A		25,000	91/9	22,750	2,250	-	-
Ford 250 Pickup	R(530)		65,000	45/55	29,250	35,750	29,499	1,553
ZTR MOWER Toro Ground master 328 D	R(471)		25,000	84/16	21,000	4,000	13,803	-
TOTAL			150,000		90,500	59,500	58,527	2,354
*Per Resolution #861, dated 7/12/93 Asset Definition minimum is \$1,000.					-	-		
Less Amount charged to Reservoir Depreciation Reserve					58,527			
Less Amount charged to WTP/TS Depreciation Reserve					-	2,354		
Total					31,973	57,146		
Additional Depreciation Reserve					-	-		
Estimate					\$ 32,000	\$ 57,146		

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN RESERVOIR WATER SUPPLY SYSTEM

PROJECTED FY 2024 NEW JERSEY WATER SUPPLY AUTHORITY INSURANCE PROGRAM

<u>Policy</u>	<u>Raritan Basin System</u>	<u>Manasquan Reservoir System</u>	<u>Water Treatment Plant and Transmission System</u>	<u>Total Premium</u>
Property Limit \$150 million, Limit \$25m BI Deduct: \$100k all perils \$250k Deduct dams, dikes / \$1m Deduct Canal flood Earthen Dam: Builders Risk	\$680,659	\$297,032	\$87,346	\$1,065,037
General/Products Liability Limit \$1 million Deduct: \$150k	\$159,096	\$14,874	\$3,088	\$177,058
Environmental Impairment Liability Limit \$10 million Deduct: \$100k	\$26,125	\$2,443	\$507	\$29,075
Workers' Compensation Limit \$1 million	\$121,925	\$17,972	\$19,469	\$159,366
Employer Liability Limit \$1 million	Included in Workers' Comp	Included in Workers' Comp	Included in Workers' Comp	Included in Workers' Comp
Umbrella Liability Limit \$23 million	\$402,471	\$37,628	\$7,813	\$447,912
Business Automobile Limit: \$1 million G/L, \$0 pd Deduct: \$50k, G/L	\$35,064	\$4,709	\$1,571	\$41,344
Management Liability Public Officials Liability Cyber Risk Fidelity & Crime Limit \$5 million/\$1million/\$1 million Deduct: \$100k/\$10k/\$50k	\$46,856 \$24,686 \$71,542	\$4,380 \$2,308 \$6,688	\$910 \$478 <u>\$3,844</u> \$5,232	\$52,146 \$27,472 <u>\$3,844</u> \$83,462
Travel Accident Limit \$2 million	\$742	\$69	\$14	\$825
Drone Coverage	\$1,188			\$1,188
UST	\$4,858			\$4,858
TOTAL:	\$1,503,670	\$381,415	\$125,040	\$2,010,125

NEW JERSEY WATER SUPPLY AUTHORITY
 MANASQUAN RESERVOIR WATER SUPPLY SYSTEM

**UNANTICIPATED REVENUE - FUNDS TO BE APPROPRIATED INTO RATE STABILIZATION
 FUND FOR FISCAL YEAR 2024**

	<u>Amount</u>		
F/Y2022 Net Year-End Balance	\$ 464,950		
Excess D/S Coverage FY2024	\$ 116,000		
<u>Overdraft</u>	<u>Invoice No.</u>	<u>Inv. Date</u>	<u>Amount</u>
NJ American	MM-409	Jun-22	\$ 2,947
	MM-390	Jul-21	\$ 3,286
Available for use in FY24	\$ 6,233		

Additional Sources

Total Available	<u>\$ 587,183</u>
Estimate for FY24	<u>\$ 587,180</u>
Available for Future Years	\$ -

NEW JERSEY WATER SUPPLY AUTHORITY
 MANASQUAN WATER SUPPLY SYSTEM
 MANASQUAN RESERVOIR SYSTEM

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

**ACCOUNT
CODE**

TITLE

5110 SALARIES AND WAGES

The following is a comparison of the subject expenditures for FISCAL YEAR 2024.

	Adopted F/Y23	Proposed F/Y24
Budgeted Positions	27	27
Expenditures:		
Regular Salaries	\$1,904,950	\$1,868,575
Overtime	112,800	100,000
Fringe Benefits	907,700	1,094,500
Retiree Health Benefits	213,600	218,800
Worker's Compensation (self-insured)	5,000	5,000
Total Salaries and Fringe Benefits	\$3,144,050	\$3,286,875
Allocation to Reservoir	\$1,520,516	\$1,518,655
Anticipated Decrease for F/Y24		\$1,861

5120- OVERTIME
5140

5150 FRINGE BENEFITS

These expense items cover the fringe benefits based upon the compensation schedule currently in effect.

The fringe benefit account specifically covers all required and approved expenses such as employer contributions for social security, public employee retirement system, unemployment and temporary disability insurance as well as the health benefits program including prescription drugs, dental and vision care programs and allowances for unused sick leave and vacation balances upon retirement and annual allowances required by union agreement.

5210 HEATING FUEL

This account covers the cost of heating oil.

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

<u>ACCOUNT CODE</u>	<u>TITLE</u>
5220	<p><u>UTILITIES - ELECTRICAL SERVICE (OTHER THAN PUMPING)</u></p> <p>This account covers facilities electrical usage at the Administration Building, Reservoir Pump Station, Flow Meter/Valve Chamber, Inlet/Outlet Tower, On-Site Residences, and access roadway lighting for security and safety purposes.</p>
5230	<p><u>NATURAL GAS</u></p> <p>This account covers the cost of heating portions of the Administration Building.</p>
5240	<p><u>PROPANE</u></p> <p>This account covers the cost of propane fuel.</p>
5250	<p><u>ELECTRICITY FOR PUMPING</u></p> <p>This account covers the cost of electricity to operate pumps at the Intake Pump Station and Reservoir Pump Station.</p>
5260	<p><u>VEHICULAR FUEL</u></p> <p>This account covers the cost of unleaded regular and diesel fuel used by the Authority's motor vehicle fleet.</p>
5270	<p><u>OIL AND GREASE</u></p> <p>This account covers the amount of oil and grease used by the Authority's motor vehicles and equipment. Also included in this account are mineral oil and those specialty oils used in the pumps and motors at the Intake Pump Station, Reservoir Pump Station, Flow Meter/Valve Chamber, Inlet/Outlet Tower and Water Treatment Plant.</p>
5280	<p><u>TIRES</u></p> <p>This account covers the cost of tires used on the Authority's motor vehicles including cars, trucks, trailers and construction equipment. Also included in this account is tire repair, tubes, etc.</p>
5290	<p><u>MAINTENANCE SUPPLIES</u></p> <p>This account covers the entire spectrum of materials and tools used in the maintenance and repair of the Authority's assets. The types of material included in this account are kerosene, lumber, fasteners, masonry products, paint and related products, plumbing, (heating and cooling) products, insulation products, electrical items, lighting supplies, fixtures, signs, posts, fencing and fencing material, road, ditch, culvert and bank repair materials, emergency response supplies, small hand and power tools and welding gases.</p>

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

<u>ACCOUNT CODE</u>	<u>TITLE</u>
5300	<p><u>MAINTENANCE SUPPLIES - VEHICULAR EQUIPMENT</u></p> <p>This account covers spare parts for vehicular and marine equipment, as well as, small maintenance equipment, pumps generators, chain saws, hand mowers and valve operators. Also included in this account are batteries and vehicular fluids.</p>
5310	<p><u>MAJOR - SPECIALIZED VEHICLE SERVICE AND REPAIR</u></p> <p>This account is a supplement to account code 5300 and includes those services requiring vendors specializing in items such as body and fender work, major repairs to transmissions, front end alignments, radiator repairs and major power train overhauls. This account also includes vehicle and equipment preventive maintenance labor costs as performed by Raritan Basin System personnel or by a vendor.</p>
5320	<p><u>AGRICULTURE SUPPLIES</u></p> <p>This account covers those supplies used in maintaining the appearance and control of the grounds, such as grass seed, lime, fertilizers, shrubs, trees, pest and weed control, and aquatic weed control.</p>
5330	<p><u>MAINTENANCE OF EQUIPMENT</u></p> <p>This account covers normal repair and service to calculators, typewriters and other office machines and furniture which are not covered under service and maintenance of radio equipment. Also included in this account is maintenance of radio equipment, building maintenance, repairs to engineering and surveying equipment, service to system components of Intake and Reservoir Pumping Stations, Flow Meter/Valve Chamber, Inlet/Outlet Tower, confined space entry equipment, telemarks, recorders and flow meters and all spare parts needed at the reservoir system facilities to sustain continuous and dependable operations.</p>
5340	<p><u>SERVICE AND MAINTENANCE CONTRACTS</u></p> <p>This account covers the contracts used for servicing plumbing (heating and cooling), electrical and instrumentation equipment, fire and intrusion alarms, appliances, exterminators, overhead cranes, well and septic systems, UST monitoring system, embankment fertilization, shop machinery and office equipment such as the copier and computers. Also included in this account is refuse disposal and waste removal by private contractors.</p>
5350	<p><u>EQUIPMENT RENTAL</u></p> <p>This account covers the rental of specialized construction equipment such as pumps, compressors, etc., specialized office equipment, pagers, entry rugs, the postage machine, the parts washer, and gas cylinders.</p>

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

<u>ACCOUNT CODE</u>	<u>TITLE</u>
5360	<p><u>HOUSEHOLD, SAFETY AND PROTECTIVE SUPPLIES</u></p> <p>This account covers the cost of materials and supplies of a consumable nature. Covered in this account are such items as janitorial and sanitary supplies, locks and keys, fire extinguishers, first aid and safety supplies, film rentals and related costs for in-house programs, and materials handling and labeling supplies.</p>
5380	<p><u>SPECIAL AND PROFESSIONAL SERVICES</u></p> <p>This account covers the estimated cost of professional services such as attorneys, physicians, annual audit fee, Governor’s Authority Unit, court reporters, temporary services, engineers, consultants, laboratory services, gaging station agreement, CSL testing service, employee assistance services, etc.</p>
5390	<p><u>PROTECTIVE SERVICES</u></p> <p>This account covers the yearly cost of insurance premiums prorated to the Manasquan Reservoir System, covering General Liability, Workmen’s Compensation, Vehicular, etc.</p>
5400	<p><u>TELEPHONE</u></p> <p>This account covers direct telephone charges including charges for repairs, equipment rental and related expenses.</p>
5410	<p><u>POSTAGE AND FREIGHT</u></p> <p>This account covers all postage costs including express and overnight mail. Also covered in this account are charges for incoming and outgoing freight when applicable.</p>
5420	<p><u>DATA PROCESSING</u></p> <p>This account covers charges for production of payrolls and required reports under contract with ADP.</p>
5430	<p><u>PRINTING AND OFFICE</u></p> <p>This account covers the cost of computer supplies, computer software, letterhead, envelopes, publication costs and forms, archiving of our records, duplication products and all other stationery materials and supplies necessary for the operation of the office. Items that are classified as furniture and equipment with a value of \$1,000 or more are not to be included in this account. Items ordered directly from a vendor or withdrawn from inventory shall be included in this account.</p>

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

<u>ACCOUNT CODE</u>	<u>TITLE</u>
5440	<u>SCIENTIFIC AND PHOTOGRAPHIC</u> This account covers the cost of video and photographic supplies, blueprinting supplies, laboratory supplies, surveying and engineering supplies and recording charts and pens.
5450	<u>DUES AND SUBSCRIPTION</u> This account covers the cost of subscriptions to newspapers, magazines, periodicals, reference books, other publications and membership fees in professional societies and associations.
5460	<u>ADVERTISING</u> This account covers the cost of legal and classified advertising in newspapers for bids, recruiting, and public notifications.
5470	<u>TRAVEL AND SUBSISTENCE</u> This account covers the cost of travel and subsistence expenses reimbursable to an employee or chargeable to the Authority under the provisions of "The Regulations Governing Employee Expense Reimbursements". It includes travel expenses, employee allowances, staff and departmental meal expenses.
5480	<u>STAFF TRAINING AND TUITION AID</u> This account provides funds for employees' attendance at various technically related and approved courses, training programs, conferences, etc.
5490	<u>FEES AND PERMITS</u> This account covers the estimated cost of fees for UST registration, physical connection, water diversion and stream encroachment permits from the NJDEP and small unclassified items such as notaries, hearing rooms and transcripts, easement renewals, vehicle and equipment registrations, etc.
5500	<u>IN-LIEU TAXES</u> This account covers the funds for Reservoir and Intake Facilities in-lieu tax payment.
5510	<u>SEDIMENT REMOVAL</u> This account covers the yearly costs associated with residuals handling, removal, moisture reduction and ultimate disposal as it pertains to river sediment.

DESCRIPTION OF RESERVE ACCOUNTS

Self Insurance Reserve (Liability)

This reserve is used to cover any excess liability payment above the Self-Insurance Retainer. Therefore, a Self-Insurance Fund was established and fully funded at \$250,000.

Depreciation Reserve Account

This reserve is intended to provide for the replacement of Authority machinery and equipment with a value of \$1,000 or more and a useful life in a range from three to ten years. The annual contribution to this reserve fund is predicated on the actual and/or estimated useful lives of three to ten years, depending upon the nature of this equipment. Depreciation has been determined for each such asset. These funds are needed to cushion the impact of replacement equipment purchases in order to provide more stable rates.

Reserve for Operations and Maintenance

A working cash reserve must be established at a level which reflects the amount of the regular annual operating costs plus an allowance for possible extraordinary requirements. The level of this reserve shall not exceed 25 percent of the amount appropriated by the Annual Budget for Operations and Maintenance Expenses for the current fiscal year.

Renewal and Replacement Reserve

The Renewal and Replacement Reserve is to be used for costs of Capital Improvements including repairs to facilities not covered by insurance and payment of extraordinary O & M costs. As per the terms of the project financing this Reserve is to be funded by the excess Debt Service Coverage revenues after 50 percent of the Debt Service Reserve amount has been accumulated.

Sediment Reserve

This reserve account is intended to provide in case extraordinary expenses are encountered with the sediment removal process from within the Intake Pumping Station. The reserve account may also be used to offset costs of future sediment removal projects from the Manasquan River or the sediment intake pool. The reserve account also provides funds that may be necessary to landfill the sediments if quality testing demonstrates some problem material. The reserve account has been determined to be held at a level near \$100,000.

Reserve for Formal Dam Inspection

This reserve, created in FY12, will receive annual contributions equal to one third the cost of the formal dam inspection which occurs every three years. The intention is to level the expenditure and eliminate the spike in expense that would otherwise occur every three years.

Other Post-Employment Benefits Reserve

The purpose of this fund is to establish a reserve for the payout of sick time to retired employees. Employees can receive up to a \$15,000 reimbursement for unused sick days upon their retirement.

NEW JERSEY WATER SUPPLY AUTHORITY



RARITAN BASIN SYSTEM

FISCAL YEAR 2024 BUDGET

(July 1, 2023 - June 30, 2024)

NEW JERSEY WATER SUPPLY AUTHORITY
RARITAN BASIN SYSTEM

PROPOSED

FISCAL YEAR 2024 BUDGET
(July 1, 2023 – June 30, 2024)

Table of Contents

PROPOSED FISCAL YEAR 2024 BUDGET SUMMARY	1
DELAWARE AND RARITAN CANAL – SPRUCE RUN / ROUND VALLEY RESERVOIRS SYSTEM RATE HISTORY OF WATER CHARGES PER MILLION GALLONS OF RAW WATER DAILY FY2007-FY2024	2
RECAP OF ALLOCATION OF HEADQUARTERS GENERAL AND ADMINISTRATIVE EXPENSES CHARGED TO MANASQUAN WATER SUPPLY SYSTEM	3
UNANTICIPATED REVENUE	4
PROPOSED OPERATING EXPENSE BUDGET FOR FISCAL YEAR 2024 AND EXPENDITURES THROUGH 12/31/22 FOR FISCAL YEAR 2023	5
COMPARATIVE STATEMENT FISCAL YEAR 2024	6
PROPOSED CAPITAL EQUIPMENT BUDGET	7
LIST OF CATEGORY 5340 ITEMS RECOMMENDED SERVICE & MAINTENANCE CONTRACTS.....	8
LIST OF CATEGORY 5380 ITEMS RECOMMENDED PROFESSIONAL SERVICES	10
PROJECTED FY 2024 NEW JERSEY WATER SUPPLY AUTHORITY INSURANCE PROGRAM.....	12
DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS.....	13
DESCRIPTION OF RESERVE ACCOUNTS	19
AUDITOR COST ALLOCATION REPORT FY24	APPENDIX I
AUDITOR COST ALLOCATION REPORT ACTUAL FY22	APPENDIX II

NEW JERSEY WATER SUPPLY AUTHORITY
RARITAN BASIN SYSTEM

PROPOSED FISCAL YEAR 2024 BUDGET SUMMARY

(7/1/23-6/30/24)

	<u>ADOPTED F/Y2023 BUDGET</u>	<u>PROPOSED F/Y2024 BUDGET</u>
Proposed Operating Expense Budget (Schedule 3)	\$ 14,730,184	\$ 15,968,713
Proposed Capital Equipment Budget (Schedule 5)	29,738	67,296
Allocation of Headquarters General & Administrative Expenses to the Manasquan Reservoir System (Schedule 1)	<u>(749,000)</u>	<u>(893,000)</u>
 Total Operating Expense Budget & Capital Equipment Budget	 \$ 14,010,922	 \$ 15,143,009
 Contributions to Debt Service and Reserve Funds		
Depreciation Reserve	\$ -	\$ -
Other Post Employment Benefits Reserve	-	-
Pumping Reserve	150,000	150,000
Formal Dam Inspection Reserve	10,000	10,000
Capital Equipment Reserve	150,000	150,000
Debt Service Fund (NJEIFP Debt)	5,657,067	7,274,232
Capital Fund Component	2,196,273	2,202,290
Source Water Protection Component	<u>1,597,290</u>	<u>1,334,721</u>
Total Contributions to Debt Service and Reserve Funds	<u>\$ 9,760,630</u>	<u>\$ 11,121,244</u>
 Total Proposed Budget	 <u>\$ 23,771,552</u>	 <u>\$ 26,264,253</u>
 Revenues		
Operating and Maintenance Component	\$ 12,965,382	\$ 13,458,459
NJEIFP Debt Service	5,657,067	7,274,232
Capital Fund Component	2,196,273	2,202,290
Source Water Protection Program Component	1,597,290	1,334,721
Funds to be Appropriated from Rate Stabilization Fund (Schedule 2)	1,286,340	1,862,950
Employee Housing	47,200	47,200
Interest Earnings	<u>22,000</u>	<u>84,400</u>
 Total Revenue	 <u>\$ 23,771,552</u>	 <u>\$ 26,264,253</u>

Table 1

NEW JERSEY WATER SUPPLY AUTHORITY
RARITAN BASIN SYSTEM

**DELAWARE AND RARITAN CANAL – SPRUCE RUN / ROUND VALLEY RESERVOIRS SYSTEM
RATE HISTORY OF WATER CHARGES PER MILLION GALLONS OF RAW WATER DAILY
FY2007-FY2024**

Effective Date	O&M Charge	1981 Bond Charge 7/1/86-10/30/06	1998 Bond Charge 8/1/98-11/1/13	NJEIFP/NJIB Debt Component	Capital Fund Component	Source Water Protection Component	Total Charge per MG	Percent Increase -Decrease
July 1, 2006	133.13	19.55	41.32		21.00	13.00	228.00	6.05%
July 1, 2007	138.71		41.29		33.00	15.00	228.00	0.00%
July 1, 2008	142.34		40.66		33.00	15.00	231.00	1.32%
July 1, 2009	142.39		40.61		33.00	15.00	231.00	0.00%
July 1, 2010	142.55		40.45		33.00	15.00	231.00	0.00%
July 1, 2011	145.66		40.34		30.00	15.00	231.00	0.00%
July 1, 2012	145.84		40.16		30.00	15.00	231.00	0.00%
July 1, 2013	152.00			25.00	30.00	24.00	231.00	0.00%
July 1, 2014	167.00			25.00	30.00	24.00	246.00	6.49%
July 1, 2015	171.00			25.00	33.00	24.00	253.00	2.85%
July 1, 2016	171.00			25.00	33.00	24.00	253.00	0.00%
July 1, 2017	194.00			85.00	33.00	24.00	336.00	32.81%
July 1, 2018	194.00			85.00	33.00	24.00	336.00	0.00%
July 1, 2019	194.00			85.00	33.00	24.00	336.00	0.00%
July 1, 2020	194.00			85.00	33.00	24.00	336.00	0.00%
July 1, 2021	194.00			85.00	33.00	24.00	336.00	0.00%
July 1, 2022	194.00			85.00	33.00	24.00	336.00	0.00%
July 1, 2023	203.00			109.00	33.00	20.00	365.00	8.63%

NEW JERSEY WATER SUPPLY AUTHORITY
RARITAN BASIN SYSTEM

**RECAP OF ALLOCATION OF HEADQUARTERS GENERAL AND ADMINISTRATIVE EXPENSES
CHARGED TO MANASQUAN WATER SUPPLY SYSTEM**

FOR FISCAL YEAR 2024
(7/1/23-6/30/24)

	Total Headquarters Charge	Manasquan Reservoir System	Manasquan WTP/TS
Budgeted-Appendix I, amount to be charged to Manasquan System for FY24 (7/1/23-6/30/24)	\$810,833	\$699,506	\$111,327
F/Y22 Adjustment as per audited Expenditures:			
Budgeted as per rate schedule for F/Y22 (7/1/21-6/30/22). Amounts paid during F/Y22 to Raritan Basin System.	\$675,000	\$583,000	\$92,000
Actual allocation based upon audited expenditures F/Y22 (7/1/21-6/30/22) - Appendix II	<u>\$757,050</u>	<u>\$653,089</u>	<u>\$103,961</u>
Adjustments F/Y22	<u>\$82,050</u>	<u>\$70,089</u>	<u>\$11,961</u>
Net Allocation for F/Y2024 Budget	<u>\$892,883</u>	<u>\$769,595</u>	<u>\$123,288</u>
Estimate	<u>\$893,000</u>	<u>\$770,000</u>	<u>\$124,000</u>

Note:

Amounts in this schedule may differ from the allocation reports attached because of adjustments made as a result of OPEB-related data released from the State of NJ after this schedule was prepared. Any differences will be addressed in this schedule in following year(s).

NEW JERSEY WATER SUPPLY AUTHORITY
RARITAN BASIN SYSTEM

UNANTICIPATED REVENUE

FUNDS TO BE APPROPRIATED INTO THE RATE STABILIZATION FUND FOR FISCAL YEAR 2024

	<u>Amount</u>
F/Y2022 Net Year-End Balance	\$800,000
Transfer from SWP fund	\$200,000

<u>Overdrafts</u>	<u>Invoice No.</u>	<u>Billed</u>	<u>Amount</u>	
Middlesex Water Co	R321	Nov-21	\$13,258	
Mt Olive Twp.	R328	Mar-22	\$305	
NJ American	R319	Nov-21	\$85,962	
NJ American	R329	Mar-22	\$333,602	
NJ American	R330	Apr-22	\$429,411	
Roxiticus	R322	Nov-21	\$84	
Stonebridge Community Assoc.	R320	Nov-21	\$325	
		Total	\$862,947	
		NET		\$862,947

Other Sources of Funds

Grand Total	<u>\$1,862,947</u>
FY24 Budget	<u>\$1,862,950</u>

NEW JERSEY WATER SUPPLY AUTHORITY
RARITAN BASIN SYSTEM

**PROPOSED OPERATING EXPENSE BUDGET FOR FISCAL YEAR 2024 AND EXPENDITURES
THROUGH 12/31/22 FOR FISCAL YEAR 2023**

CODE	ACCOUNT	ADOPTED BUDGET FY23	PROPOSED BUDGET FY24	EXPENDITURES THRU 12/31/22
5110	Regular Salaries & Wages	\$ 6,912,300	\$ 7,023,450	\$ 3,041,591
5120	Overtime-Salaries & Wages	249,034	256,400	114,445
5150	Fringe Benefits	3,306,100	3,753,600	1,406,592
5160	Retiree Health Benefits	676,000	731,200	322,547
5168	Workers' Comp. (Self Insured)	10,000	10,000	139
	Total Salary, Overtime & Fringe Benefits	\$ 11,153,434	\$ 11,774,650	\$ 4,885,315
5200	Residences	\$ 19,600	\$ 19,600	\$ 15,383
5210	Heating Fuel	74,250	159,500	40,651
5220	Utilities-Electrical Service	103,300	108,600	56,538
5230	Utilities-Gas Service & Water	7,700	5,900	2,616
5240	Utilities-Propane	500	500	-
5250	Electricity For Pumping	83,400	87,000	34,349
5260	Vehicular Fuel	120,030	222,000	93,941
5270	Oil & Grease	13,000	17,500	4,511
5280	Tires	24,000	24,000	11,198
5290	Maintenance Supplies	199,000	189,700	103,619
5300	Maint. Supplies-Vehicular Equipment	59,000	65,000	43,202
5310	Major Special Vehicle Service & Repair	85,000	85,000	52,633
5320	Agricultural Supplies	9,750	10,750	2,395
5330	Maintenance Of Equipment	72,700	65,600	19,640
5340	Service & Maintenance Contracts	344,096	386,596	123,512
5350	Equipment Rental	61,650	53,693	15,466
5360	Household-Safety & Protective Supplies	40,600	42,740	19,653
5370	Uniforms	9,360	9,660	2,151
5380	Special & Professional Services	574,736	762,882	234,585
5390	Protective Services	1,303,793	1,503,671	694,434
5400	Telephone	47,200	43,600	30,316
5410	Postage & Freight	5,620	7,620	4,115
5420	Data Processing	27,420	27,420	13,168
5430	Printing & Office Supplies	46,050	36,950	16,764
5440	Scientific & Photographic	5,500	6,500	4,580
5450	Dues & Subscriptions	42,165	40,690	20,047
5460	Advertising & Promotional	10,700	11,200	2,259
5470	Travel & Subsistence	6,680	6,680	396
5480	Staff Training & Tuition Aid	30,350	41,700	14,880
5490	Fees & Permits	130,900	133,111	7,470
5500	In-Lieu Taxes	18,700	18,700	18,689
	Sub Totals	\$ 3,576,750	\$ 4,194,063	\$ 1,703,161
TOTALS		\$ 14,730,184	\$ 15,968,713	\$ 6,588,476

NEW JERSEY WATER SUPPLY AUTHORITY
RARITAN BASIN SYSTEM

COMPARATIVE STATEMENT FISCAL YEAR 2024

CODE	ACCOUNT	FY'20 ACTUAL	FY'21 ACTUAL	FY'22 ACTUAL	FY'23 ADOPTED	FY'24 PROPOSED
5110	Regular Salaries & Wages	\$6,020,542	\$5,887,597	\$6,220,845	\$6,912,300	\$7,023,450
5120	Overtime-Salaries & Wages	151,734	209,809	224,347	249,034	256,400
5130	New positions-Salaries & Wages	0	0	0	0	0
5162	Retiree Unused Sick & Vacation	0	0	0	0	0
5150	Fringe Benefits	3,178,400	814,296	2,881,719	3,306,100	3,753,600
5167	Retiree Health Benefits	(433,886)	(315,911)	631,394	676,000	731,200
5168	Workers Comp. (Self Insured)	3,311	0	10,000	10,000	10,000
	Total Salary & Fringe	8,920,101	6,595,791	9,968,305	11,153,434	11,774,650
	Budget Salary & Fringe					
5200	Residences	\$18,485	\$17,096	\$20,854	\$19,600	\$19,600
5210	Heating Fuel	47,955	56,739	95,642	74,250	159,500
5220	Utilities -Electrical Service	98,579	110,014	122,051	103,300	108,600
5230	-Gas Service	4,997	5,665	5,661	7,700	5,900
5240	-Propane	219	244	0	500	500
5250	Electricity for Pumping Station	55,878	58,927	70,334	83,400	87,000
5260	Fuel - Vehicular	77,299	77,029	156,251	120,030	222,000
5270	Oil & Grease	7,787	8,996	8,049	13,000	17,500
5280	Tires	25,046	20,564	23,398	24,000	24,000
5290	Maintenance Supplies	166,538	154,004	166,595	199,000	189,700
5300	Maint. Supplies - Vehicular	46,362	51,228	67,914	59,000	65,000
5310	Major Vehicle Service & Repair	68,448	70,862	43,039	85,000	85,000
5320	Agricultural Supplies	5,004	7,516	4,851	9,750	10,750
5330	Maintenance Equipment	43,132	27,023	40,549	72,700	65,600
5340	Serv. & Maintenance Contracts	252,173	222,655	291,030	344,096	386,596
5350	Equipment Rental	56,110	36,896	31,101	61,650	53,693
5360	Household - Safety Supplies	35,372	41,993	39,723	40,600	42,740
5370	Uniforms	6,233	7,856	5,995	9,360	9,660
5380	Special & Professional Services	442,967	549,634	684,138	574,736	762,882
5390	Protective Services	1,194,269	1,130,377	1,264,101	1,303,793	1,503,671
5400	Telephone	58,899	51,862	51,731	47,200	43,600
5410	Postage & Freight Out	3,005	7,656	8,107	5,620	7,620
5420	Data Processing	24,451	25,156	26,188	27,420	27,420
5430	Printing & Office Supplies	32,114	32,383	49,538	46,050	36,950
5440	Scientific & Photographic	4,194	1,627	8,701	5,500	6,500
5450	Dues & Subscriptions	35,716	28,891	42,138	42,165	40,690
5460	Advertising & Promotional	10,156	8,822	3,517	10,700	11,200
5470	Travel & Subsistence	4,080	741	1,348	6,680	6,680
5480	Staff Training & Tuition Aid	15,140	11,461	15,059	30,350	41,700
5490	Fees & Permits	117,155	126,875	121,919	130,900	133,111
5500	In - Lieu Taxes	28,675	18,689	18,689	18,700	18,700
	Total Other Expenses	\$2,986,441	\$2,969,482	\$3,488,212	\$3,576,750	\$4,194,063
	Total Operating Expenses	\$11,906,541	\$9,565,274	\$13,456,518	\$14,730,184	\$15,968,713
	Annual Increase (Decrease)	-13.59%	-30.58%	-2.33%	9.47%	8.41%
	Budget -other expenses	3,540,285	3,522,437	3,526,581	3,572,690	3,572,690
	ANNUAL BUDGET	\$14,211,138	\$13,936,857	\$14,298,436	\$14,730,184	\$15,968,713

NEW JERSEY WATER SUPPLY AUTHORITY
RARITAN BASIN SYSTEM

PROPOSED CAPITAL EQUIPMENT BUDGET

FOR FISCAL YEAR 2024
(7/1/23-6/30/24)

	Description	Replacement (R) Addition (A)	Year of Purchase	Dollar Value	Depreciaton Reserve
ENG/FACILITIES	Gate Operators (3)	R		\$ 45,000	
	Current Year Pickup with Utility Body	R (2138)		\$ 75,000	\$ 34,763
	Radial/Slide Saw	R (104)		\$ 2,000	\$ 2,395
	Guardrail Tensioner	A		\$ 6,000	
	Portable Generator	A		\$ 3,000	
GROUNDS	"Billy Goat" Walk Behind Brush Cutter	A		\$ 6,000	
	Post Hole Drill Head for Power-Trac	A		\$ 4,000	
	Vermeer CTX 100 Mini Skid Steer	A		\$ 60,000	
	Vermeer Brush Grapple Attachment	A		\$ 6,000	
	Vermeer Rotating Log Grapple Attachment	A		\$ 7,000	
	Current Model Year Single Axle Dump Truck	R (2085)		\$ 200,000	\$ 89,063
CANAL	Low Bed 50T Trailer	R (1201)		\$ 125,000	\$ 35,987
	Excavator w/ thumb, winch & compactor	R (2249)		\$ 300,000	\$ 101,407
	Landscape dump w/ hook, dump box & chipper box	R (2089/2335)		\$ 120,000	\$ 56,947
	Wet Boxes (2)	R (1775 -49654/49655)		\$ 27,000	\$ 12,176
	Wheel loader	R (2049)		\$ 300,000	\$ 188,850
	WSO truck	R (2287)		\$ 45,000	\$ 14,931
AUTO SHOP	Miller 252 Mig Welder	R (1291)		\$ 8,000	\$ 2,667
	Snap-On Pass Thru Assistant	A		\$ 5,000	
	Turf kit adaptor for lift	A		\$ 7,300	
	Air compressor for NJWA50	A		\$ 5,000	
IT/HR	Dell Laptops (Damage/Loss - 2)	R		\$ 2,400	
	File cabinets	A		\$ 5,200	
SECURITY	Ford Explorer or equivalent	R (2379)		\$ 32,000	\$ 9,418
	BOSCH Conettix D6100 (Digital Alarm Receiver)			\$ 3,000	
	Door and Gate access card readers (17)			\$ 17,000	

	TOTAL COST	\$1,415,900	\$548,604
LESS AMOUNT CHARGED TO DEPRECIATION RESERVE		(548,604)	
	NET TOTAL	<u>\$867,296</u>	
LESS AMOUNT CHARGED TO CAPITAL EQUIPMENT RESERVE		(800,000)	
TOTAL		\$67,296	

NEW JERSEY WATER SUPPLY AUTHORITY
RARITAN BASIN SYSTEM

LIST OF CATEGORY 5340 ITEMS RECOMMENDED SERVICE & MAINTENANCE CONTRACTS

FISCAL YEAR 2024

	ADOPTED F/Y23	PROPOSED F/Y24
1. Postage/Fax/ Misc. Machines (Dept. 16)	\$ 500	\$ 1,050
2. Wide Copier (Dept. 16)	-	900
3. SHPERA-Safety Software (Dept. 17)	2,000	2,200
4. Comodo- Remote Access Certificates (Dept. 17)	300	300
5. WMWARE (Dept. 17)	500	1,000
6. Sage Clients First MAS 100 (Dept. 17)	5,300	6,000
7. Property Fax - Parcel Maps (Dept. 17)	1,400	1,400
8. Sage Fixed Asset (Dept. 17)	2,900	3,400
9. PV & Associates-Winslamm (Dept. 17)	500	-
10. Digicert Certificate (Dept. 17)	-	950
11. People Trak Support Technical Difference (Dept. 17)	500	1,600
12. COMCAST - Cable Internet (Dept. 17)	15,000	20,000
13. Essention - Conservation Trak (Dept.17)	5,000	-
14. Dendroyka - Landscape Software (Dept. 17)	-	2,000
15. Weebly (Web Hosting at Clinton) (Dept. 17)	250	250
16. Square Space (Web Hosting Watershed) (Dept. 17)	250	250
17. Symantec Anti-Virus Maintenance-Clinton (Dept. 17)	2,500	2,500
18. Sonic Wall Software (Dept. 17)	1,500	1,500
19. ESRI ArcView Maintenance-Watershed (Dept. 17)	5,400	5,400
20. KNOWBE4 Internet Security (Dept. 17)	1,500	1,500
21. Proofpoint Antispam (Dept. 17)	1,500	1,800
22. River Morph (Dept. 17)	500	-
23. Dossier Fleet Maintenance (Dept. 17)	-	9,700
24. DLT Solutions Autocad (Dept. 17)	2,800	2,800
25. Fastrax SBPS Monitoring Software (Dept. 17)	900	900
26. ESRI ArcView Maintenance-Clinton (Dept. 17)	500	500
27. Keystone Precision-GPS Software Maint. (Dept. 17)	800	600
28. HAAS Systems-Security Alarm Software Maint. (Dept. 17)	400	-
29. DATTO SAAS Protection (Dept. 17)	-	2,400
30. Clients First-Vipre Antivirus/Antispam (Dept. 17)	400	400
31. EZ Watch Security Video (Dept. 17)	900	900
32. Clients First - Server Software (Dept. 17)	1,000	1,000
33. Delmar Enterprises - Key Systems (Dept. 17)	520	520
34. Docusign (Dept. 17)	400	400
35. Microsoft 365 (Dept. 17)	18,000	14,800
36. Backup Service (Dept. 17)	6,000	8,500
37. MFA Service (Dept. 17)	1,500	3,900
38. Drivestrike Laptop Protection (Dept. 17)	-	600
39. Webtitan Laptop Software (Dept. 17)	-	600
40. Gasboy (Dept. 17)	-	5,500
41. Wix for Web (Dept. 20)	156	156
42. Trimble Catalyst for GPS (Dept. 20)	-	480
43. Trimble Catalyst for GPS (Dept. 30)	500	500
44. Refuse Collection (Dept. 31)	7,500	7,500
45. Janitorial Service (Dept. 31)	32,000	33,600

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NEW JERSEY WATER SUPPLY AUTHORITY
RARITAN BASIN SYSTEM

LIST OF CATEGORY 5340 ITEMS RECOMMENDED SERVICE & MAINTENANCE CONTRACTS

FISCAL YEAR 2024

	ADOPTED <u>F/Y23</u>	PROPOSED <u>F/Y24</u>
46. HVAC Service (Dept. 31)	\$ 5,500	\$ 5,500
47. Electrician & Plumber Services (Dept. 31)	5,000	5,000
48. Instrumentation Services (Dept. 31)	4,500	4,500
49. Entry Rugs (Dept. 31)	5,000	5,000
50. Carpet Cleaning (Dept. 31)	10,000	10,000
51. Generator Service-Administration Building (Dept. 31)	1,200	1,200
52. Underground Plant Location Service Notifications (Dept. 31)	1,500	1,500
53. Crane Service and Inspection (Dept. 31)	4,000	4,000
54. Elevator Service-SBPS (Dept. 31)	2,800	2,800
55. Electrical Service-SBPS (Dept. 31)	20,000	20,000
56. UST Testing and Inspections (Dept. 31)	15,000	20,000
57. Miscellaneous (Dept. 31)	6,900	6,900
58. Janitorial Service (Dept. 32)	15,600	15,600
59. Dumpster Service Canal Office (Dept. 32)	21,400	30,000
60. Dumpster Service Route 1 (Dept. 32)	43,000	43,000
61. Instrumentation Service (Dept. 32)	3,000	3,000
62. One Call Concepts (Dept. 32)	2,400	2,400
63. AST Environmental (Dept. 32)	-	3,120
64. HVAC (Dept. 32)	4,000	4,000
65. Wood Disposal Fees (Dept. 32)	4,800	4,800
66. Generator Service-Scudders & Perdicaris (Dept. 32)	3,000	3,000
67. Viking Pest (Dept. 32)	720	720
68. Johnny on the Spot - Rt. 202 (Dept. 32)	2,400	2,400
69. Welco Gas (Dept. 33)	1,000	1,000
70. Tree Stump Recycling (Dept. 33)	2,500	2,500
71. Parts Washer & Hazardous Removal (Dept. 34)	1,000	1,000
72. Boom Lift Annual Inspection (Dept. 34)	900	1,200
73. Recycle Used Vehicle Fluids (Dept. 35)	400	400
74. Fire Extinguisher Maintenance (Dept. 36)	9,000	10,800
75. Hazardous Waste Control (Dept. 36)	1,500	1,500
76. Fire Alarm Testing (Dept. 36)	8,000	10,000
77. Vehicle Lifts Annual Testing (Dept. 36)	1,500	1,500
78. Delaware Electric Cellular Service (Dept. 37)	1,000	1,200
79. Dial My Calls (Dept. 37)	1,600	-
80. Emergency Notification System (Dept. 37)	-	3,600
81. GPS Tracking (Dept. 37)	1,200	1,600
82. Covert Wireless (Dept. 37)	1,200	1,600
	<u>1,200</u>	<u>1,600</u>
TOTAL	<u>\$ 334,096</u>	<u>\$ 386,596</u>

NEW JERSEY WATER SUPPLY AUTHORITY
RARITAN BASIN SYSTEM

LIST OF CATEGORY 5380 ITEMS RECOMMENDED PROFESSIONAL SERVICES

FISCAL YEAR 2024

	ADOPTED F/Y23	PROPOSED F/Y24
Services-Governor's Authorities Unit (Dept. 10)	\$ 23,000	\$ 23,000
Consultant-C.P.A. to Conduct Annual Audit (Dept. 13)	55,000	60,300
125 Plan-Family security Insurance Agency (Dept. 13)	2,730	2,730
Archiving (Dept. 13)	6,000	6,000
NJEIT Fee (Dept. 13)	-	25,000
Services-Pre-Employment Exams & Tests (Dept. 14)	3,300	3,300
Fidelifax-Background Checks (Dept. 14)	2,248	2,248
Medical CDL Drug Testing (Dept. 14)	2,400	2,400
Employee Advisory Service (Dept. 14)	2,700	2,700
Consultant-Risk Management - to provide assistance to the Authority in the review of insurance coverage and continuation of a Comprehensive Coordinated Risk Management Program (Dept. 15)	45,000	45,000
Insurance Broker-HRH (Dept. 15)	45,000	45,000
GL Administrator (ESIS) (Dept. 15)	3,000	5,000
Services-Attorney General's Office - Assistance of Deputy Attorney General concerning a wide range of legal matters (Dept. 15)	25,000	30,000
MP Water Monitoring Costs - USGS SR @ Glen Gardner (Dept. 20)	10,057	13,117
MP Water Monitoring Costs - USGS SB Raritan @ Stanton (Dept. 20)	8,568	11,429
MP Water Monitoring Costs - USGS Landing Lane (Dept. 20)	36,414	72,405
MP Water Monitoring Costs - USGS Raritan River @ Manville (Dept. 20)	47,940	106,395
Continuous Record Gaging - USGS @ Washington Crossing (Dept. 20)	22,083	23,802
Water Quality Monitoring - USGS @ Washington Crossing (Dept. 20)	5,059	4,672
Water Monitoring Costs ASWQMN- USGS D&R Canal @ Landing Lane (Dept. 20)	13,617	15,326
Water Monitoring Costs ASWQMN - NJDEP Mulhockaway @ Van Syckel (Dept. 20)	7,320	9,022
Additional Flow Measure at SR, Stanton, Manville & Calco Dam (Dept. 20)	8,500	8,500
Water Monitoring-SBWA/URWA now RHA (Dept. 20)	2,000	2,000
Water Monitoring-SBMWA (Dept. 20)	1,500	1,500

(continued on next page)

NEW JERSEY WATER SUPPLY AUTHORITY
RARITAN BASIN SYSTEM

LIST OF CATEGORY 5380 ITEMS RECOMMENDED PROFESSIONAL SERVICES

FISCAL YEAR 2024

	ADOPTED F/Y23	PROPOSED F/Y24
Lab Certification WPU/Water Sample Analysis (Dept. 20)	\$ 2,000	\$ 2,000
NJ Invasive Species Strike Team (Dept. 20)	300	300
ISCO Monitoring (Dept. 20)	8,000	8,000
General Lab Analysis (Dept. 20)	4,000	4,000
Services-Emergency Engineering Services (Dept 30)	17,500	15,000
USGS Cooperative Agreement River Gaging - Maintenance of Raritan Basin Stream Gaging Stations and the Delaware & Raritan Canal Gauging at Kingston per USGS/DWR/NJWSA Agreement (Dept. 31)	68,000	93,636
USGS Spruce Run Gage at Glen Gardner (Dept. 31)	10,200	11,200
USGS Clinton Rain Gage (Dept. 31)	3,200	3,000
USGS Washington Crossing Rain Gage (Dept. 31)	3,200	3,000
Water Testing and Sampling to comply with the Safe Water Drinking Act (Dept. 31)	5,000	20,000
Water Sampling and Testing as per NJDWR Requirements - RT 202 Stockpile Site (Dept 32)	28,000	30,000
Maintenance of USGS Gauges at Washington Crossing and 10-mile and others (Dept. 32)	25,000	30,000
Vac Truck Service - IFW, 10 Mile PS (Dept. 32)	5,000	5,000
Safety Suggestion Program, Poster and Promotional Materials, Safety Incentive Program (Dept. 36)	9,700	9,700
Pulmonary Testing and Physicals (Dept. 36)	5,000	5,000
Annual Contributions to Fire Companies and Rescue Squads (Dept. 36)	500	500
Hepatitis Vaccinations (Dept. 36)	800	800
Calibration for the Pota-Count Respirator (Dept. 36)	900	900
TOTAL	\$ 574,736	\$ 762,882

NEW JERSEY WATER SUPPLY AUTHORITY
RARITAN BASIN SYSTEM

PROJECTED FY 2024 NEW JERSEY WATER SUPPLY AUTHORITY INSURANCE PROGRAM

<u>Policy</u>	<u>Raritan Basin System</u>	<u>Manasquan Reservoir System</u>	<u>Water Treatment Plant and Transmission System</u>	<u>Total Premium</u>
Property Limit \$150 million, Limit \$25m BI Deduct: \$100k all perils \$250k Deduct dams, dikes / \$1m Deduct Canal flood Earthen Dam: Builders Risk	\$680,659	\$297,032	\$87,346	\$1,065,037
General/Products Liability Limit \$1 million Deduct: \$150k	\$159,096	\$14,874	\$3,088	\$177,058
Environmental Impairment Liability Limit \$10 million Deduct: \$100k	\$26,125	\$2,443	\$507	\$29,075
Workers' Compensation Limit \$1 million	\$121,925	\$17,972	\$19,469	\$159,366
Employer Liability Limit \$1 million	Included in Workers' Comp	Included in Workers' Comp	Included in Workers' Comp	Included in Workers' Comp
Umbrella Liability Limit \$23 million	\$402,471	\$37,628	\$7,813	\$447,912
Business Automobile Limit: \$1 million G/L, \$0 pd Deduct: \$50k, G/L	\$35,064	\$4,709	\$1,571	\$41,344
Management Liability Public Officials Liability Cyber Risk Fidelity & Crime Limit \$5 million/\$1million/\$1 million Deduct: \$100k/\$10k/\$50k	\$46,856 \$24,686 <hr/> \$71,542	\$4,380 \$2,308 <hr/> \$6,688	\$910 \$478 <hr/> \$3,844 \$5,232	\$52,146 \$27,472 <hr/> \$3,844 \$83,462
Travel Accident Limit \$2 million	\$742	\$69	\$14	\$825
Drone Coverage	\$1,188			\$1,188
UST	\$4,858			\$4,858
TOTAL:	<hr/> \$1,503,670	<hr/> \$381,415	<hr/> \$125,040	<hr/> \$2,010,125

JERSEY WATER SUPPLY AUTHORITY
RARITAN BASIN SYSTEM

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

ACCOUNT
CODE **TITLE**

5110 SALARIES AND WAGES

5120-
5140 OVERTIME

5150-
5168 FRINGE BENEFITS

These expense items cover the annual salaries and fringe benefits based upon the compensation schedule currently in effect.

The fringe benefit accounts specifically cover all required and approved expenses such as employer contributions for social security, public employee retirement system, unemployment and temporary disability insurance as well as the health benefits program including prescription drugs, dental and vision care programs and allowance for unused sick leave and vacation balance upon retirement and annual allowances required by union agreement.

The following is a comparison of the subject expenditures for FISCAL YEAR 2024.

	<u>Adopted</u> <u>F/Y23</u>	<u>Proposed</u> <u>F/Y24</u>
Budgeted Positions	100	100
Expenditures:		
Regular Salaries	\$6,912,300	\$7,023,450
Overtime	249,034	256,400
Fringe Benefits	3,306,100	3,753,600
Retiree Health Benefits	676,000	731,200
Worker's Compensation (self-insured)	<u>10,000</u>	<u>10,000</u>
Total Salaries and Fringe Benefits	<u>\$11,153,434</u>	<u>\$11,774,650</u>
Anticipated increase for F/Y24		\$621,216

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

**ACCOUNT
CODE**

TITLE

5200

ON-SITE RESIDENCES

This account covers the cost of maintaining On-Site Residences for Authority personnel. This account covers electrical, heating and general maintenance items. All employees in the residences are subject to an employee housing maintenance fee.

5210

HEATING FUEL

This account covers the cost of heating the Administration Building, South Branch Pumping Station, Langenfelder Maintenance Barn, and Facilities Maintenance Building.

5220

UTILITIES - ELECTRICAL SERVICE (other than pumping)

This account covers regular electrical use at the Administration Building, South Branch Pumping Station, Langenfelder Maintenance Barn, Reservoir Towers (3) and Vaults (3), Whitehouse Station Release Works, the Raritan Basin System Canal Office, gates and telemarks and street lighting for security and safety purposes.

5230

UTILITIES - GAS SERVICE & WATER

This account covers the cost of natural gas at the Raritan Basin System Canal Office. Also covered in this account is the potable water charge at the Langenfelder Maintenance Barn, and South Branch Pumping Station.

5240

PROPANE

This account covers the cost of propane fuel at the South Branch Pumping Station.

5250

ELECTRICITY FOR PUMPING

This account covers the cost of electricity to operate pumps at the South Branch Pumping Station. Any unanticipated pumping other than normal pumping at the Ten Mile Lock Pumping Station will be charged to the Pumping Reserve.

5260

VEHICULAR FUEL

This account covers the cost of unleaded regular and diesel fuel used by the Authority's motor vehicles.

5270

OIL & GREASE

This account covers the amount of oil and grease used by the Authority's motor vehicles. Also included in this account are mineral oil and those specialty oils used in the pumps and motors at the South Branch Pumping Station and the Ten Mile Lock Pumping Station.

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

**ACCOUNT
CODE**

TITLE

5280

TIRES

This account covers the cost of tires used on the Authority's motor vehicles including cars, trucks, trailers, and construction equipment. Also included in this account is tire repair, tubes, etc.

5290

MAINTENANCE SUPPLIES

This account covers the entire spectrum of materials and tools used in the maintenance and repair of the Authority's assets. The types of material included in this account are kerosene, lumber, fasteners, masonry products, electrical items, fixtures, signs, posts, fencing and fencing material, road, ditch culvert and bank repair materials, small hand and power tools and welding gases.

5300

MAINTENANCE SUPPLIES - VEHICULAR EQUIPMENT

This account covers spare parts for vehicular and marine equipment, as well as small maintenance equipment, pumps, generators, chain saws, hand mowers and valve operators. Also included in this account are batteries and vehicular fluids.

5310

MAJOR - SPECIALIZED SERVICE AND REPAIR

This account is a supplement to account Code 5300 and includes those services that cannot be performed by the Authority's Auto Shop such as body and fender work, major repairs to transmissions, front-end alignments, radiator repairs and major power train overhauls.

5320

AGRICULTURE SUPPLIES

This account covers those supplies used in maintaining the appearance and control of the grounds such as grass seed, lime, fertilizers, shrubs, trees, pest and weed control and aquatic weed control.

5330

MAINTENANCE OF EQUIPMENT

This account is to cover normal repair and service to calculators, typewriters and other office machines and furniture, which are not covered under service and maintenance contracts. Also included in this account is maintenance of security clocks and radio equipment, repairs to engineering and surveying equipment, service to reservoir pumping stations, telemarks, recorders and flow meters and all spare parts needed at the pumping stations to sustain continuous and dependable operation.

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

**ACCOUNT
CODE**

TITLE

5340

SERVICE AND MAINTENANCE CONTRACTS

This account covers contracts used for servicing plumbing (heating and cooling), electrical equipment, elevators, shop machinery and office equipment such as the copier and computers. Also included in this account is refuse disposal and waste removal by private contractors.

5350

EQUIPMENT RENTAL

This account covers the rental of specialized construction equipment such as pumps, compressors, etc., specialized office equipment, pagers, entry rugs, and the postage machine.

5360

HOUSEHOLD, SAFETY AND PROTECTIVE SUPPLIES

This account is used to show the estimated cost of materials and supplies of a consumable nature. Covered in this account are such items as janitorial and sanitary supplies, locks and keys, lighting supplies, fire extinguishers, first aid and safety supplies, film rentals and related costs for in-house programs.

5370

UNIFORMS

This account covers uniforms and related items for Security, Auto Shop Personnel, Survey Crew and Canal Flow Controlmen.

5380

SPECIAL AND PROFESSIONAL SERVICES

This account covers the estimated cost of professional services such as attorneys, physicians, annual audit fee, Governor's Authority Unit, court reporters, temporary services, engineers, consultants, CDL testing service, employee assistance service, etc.

5390

PROTECTIVE SERVICES

This account covers the yearly cost of insurance premiums prorated to the Raritan Basin System, covering General Liability, Workmen's Compensation, Vehicular, Etc.

5400

TELEPHONE

This account covers direct telephone charges for repairs, equipment rental and related expenses.

5410

POSTAGE AND FREIGHT

This account covers all postage costs including express and overnight mail. Also covered in this account are charges for incoming and outgoing freight when applicable.

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

**ACCOUNT
CODE**

TITLE

5420

DATA PROCESSING

This account covers charges for production of payrolls and required reports under contract with ADP.

5430

PRINTING AND OFFICE

This account covers the cost of computer supplies, letterhead, envelopes publication costs and forms, archiving of our records, duplication product and all other stationery material and supplies necessary for the operation of the office. Items that are classified as furniture and equipment with a value of \$1,000 are not to be included in this account. Items ordered directly from a vendor or withdrawn from inventory shall be included in this account.

5440

SCIENTIFIC AND PHOTOGRAPHIC

This account covers the cost of photographic supplies, blueprinting supplies, surveying and engineering supplies, and other charts.

5450

DUES AND SUBSCRIPTIONS

This account covers the cost of subscriptions to newspapers, magazines, periodicals, reference books, other publications and membership fees in professional societies and associations.

5460

ADVERTISING

This account covers the cost of legal and classified advertising in newspapers for bids and recruiting.

5470

TRAVEL AND SUBSISTENCE

This account covers the cost of travel and subsistence expenses reimbursable to an employee or chargeable to the Authority under the provisions of, "The Regulations Governing Employee Expense Reimbursements". It includes travel expense, employee allowances and staff and departmental meal expenses. It will also cover registration fees for attendance at meetings or conventions.

5480

STAFF TRAINING AND TUITION AID

This account provides funds for employee's attendance at various technically related and approved courses, training programs, etc.

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

**ACCOUNT
CODE**

TITLE

5490

FEES AND PERMITS

This account covers the estimated cost of fees for water diversion and stream encroachment permits from the Division of Water Resources and small-unclassified items such as notaries, hearing rooms and transcripts from the Department of Transportation, etc.

5500

IN-LIEU TAXES

This account covers the funds for Reservoirs and Pumping Stations in-lieu tax payment.

DESCRIPTION OF RESERVE ACCOUNTS

Major Rehabilitation Fund

The purpose of this fund is to establish reserves for the following uses: (i) to complete any project or, to the extent required, any portion of the cost of a project, (ii) for the costs of capital improvements, (iii) for the payment of extraordinary operation and maintenance costs, and (iv) for contingencies, including payments with respect to the prevention or correction of any unusual loss or damage in connection with the System or to prevent a loss of revenue therefrom, all to the extent not provided for in the current Annual budget or by reserves in the Operating Fund or from the proceeds of Bonds. Amounts in the Major Rehabilitation Fund shall not be used for the purposes specified in clauses (i) and (ii) above, unless the Authority has received a certificate from a consulting engineer in connection with the Annual Budget.

The minimum recommended balance to be maintained in this account, after October 1988, is 1.4 million.

Depreciation

This reserve is intended to provide for the renewal and replacement of Authority machinery and equipment with a value of \$1,000 or more and a useful life in a range from three to ten years. The annual contribution to this reserve fund is predicated on the actual and/or estimated cost of communication, automotive, heavy construction, transportation, shop and office equipment depreciated over their estimated useful lives of three to ten years, depending upon the nature of the equipment. Depreciation has been determined for each such asset currently in use, as well as for the current Fiscal Year additions and/or renewals.

Pumping Reserve

This reserve is in addition to the annual electrical costs for pumping provided for under the operating cost category. The operating costs for pumping are related specifically to an annual short-term operation of each of the ten major pumps at the South Branch Pumping Station and related electrical equipment and mechanical components. This is considered to be a minimum requirement for the effective preventive maintenance needs of this large facility. The preventative maintenance program must assure the useful life of the equipment, and further insure that the equipment be operable when it is needed for long-term use.

However, it is also considered a prudent step to maintain a pumping reserve to deal with extraordinary electrical expenditures, which will be required whenever a drought period occurs in the normal water cycle.

Operating Fund (O & M Reserve)

In order for the Authority to operate successfully and maintain its financial integrity and ability to attract future investors, reasonable working cash reserves must be established which are consistent with the regular operating costs plus possible extraordinary requirements. It is a requirement of the Bond Resolution that the Authority maintain a level in this reserve equivalent to three months of operating costs. (See Resolution No. 416, Sec. 505 - Adopted 11/17/88)

Self-Insurance Reserve

This Reserve is used to cover any excess liability payments above the Self-Insurance Retainer.

Reserve for Formal Dam Inspection

This reserve, created in FY12, will receive annual contributions equal to one third the cost of the formal dam inspection which occurs every three years. The intention is to level the expenditure and eliminate the spike in expense that would otherwise occur every three years.

Capital Equipment Reserve

The purpose of this fund is to establish a reserve for purchases capital equipment, including computer and facilities equipment, vehicles, and other various pieces of operational equipment.

Other Post-Employment Benefits Reserve

The purpose of this fund is to establish a reserve for the payout of sick time to retired employees. Employees can receive up to a \$15,000 reimbursement for unused sick days upon their retirement.

NEW JERSEY WATER SUPPLY AUTHORITY



MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM

FISCAL YEAR 2024 BUDGET

(July 1, 2023 - June 30, 2024)

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM

PROPOSED

FISCAL YEAR 2024 BUDGET
(July 1, 2023 – June 30, 2024)

Table of Contents

PROPOSED FISCAL YEAR 2024 BUDGET SUMMARY.....	1
TOTAL PROPOSED OPERATIONS & MAINTENANCE BUDGET	2
PROPOSED OPERATIONS & MAINTENANCE DIRECT EXPENSE BUDGET (50).....	3
PROPOSED GENERAL & ADMINISTRATIVE EXPENSE BUDGET (60).....	4
LABOR PROJECTION	5
RECAP OF ALLOCATION OF HEADQUARTERS GENERAL AND ADMINISTRATIVE EXPENSES CHARGED TO THE MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM	6
LIST OF CATEGORY 5340 ITEMS - RECOMMENDED SERVICE & MAINTENANCE CONTRACTS FOR THE WATER TREATMENT PLANT/TRANSMISSION SYSTEM (50).....	7
LIST OF CATEGORY 5340 ITEMS - RECOMMENDED SERVICE & MAINTENANCE CONTRACTS FOR G & A (60)	8
LIST OF CATEGORY 5380 ITEMS - RECOMMENDED SPECIAL & PROFESSIONAL SERVICES FOR THE WATER TREATMENT PLANT/TRANSMISSION SYSTEM (50).....	9
LIST OF CATEGORY 5380 ITEMS - RECOMMENDED SPECIAL & PROFESSIONAL SERVICES FOR G & A (60)	10
PROPOSED CAPITAL EQUIPMENT BUDGET	11
PROJECTED INSURANCE PROGRAM.....	12
DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS.....	13

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM

PROPOSED FISCAL YEAR 2024 BUDGET SUMMARY

(7/01/23-6/30/24)

	<u>ADOPTED F/Y23 WTP/TS BUDGET</u>	<u>PROPOSED F/Y24 WTP/TS BUDGET</u>
Proposed Operating Expense Budget (See Schedule 1)	\$2,608,027	\$2,853,002
Proposed Capital Equipment Budget (See Schedule 10)	40,679	57,146
Allocation of Headquarters General & Administrative Expense charged to the Manasquan WTP/TS (See Schedule 5)	<u>103,000</u>	<u>124,000</u>
Total Proposed Budget	<u><u>\$2,751,706</u></u>	<u><u>\$3,034,148</u></u>

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM

TOTAL PROPOSED OPERATIONS & MAINTENANCE BUDGET

FISCAL YEAR 2024
(7/01/23-6/30/24)

	<u>ADOPTED F/Y23 WATER TREATMENT PLANT & TRANSMISSION SYSTEM</u>	<u>PROPOSED F/Y24 WATER TREATMENT PLANT & TRANSMISSION SYSTEM</u>
Salaries/Fringe (Schedule 4)	\$1,623,450	\$1,768,221
O & M Direct Expense (Schedule 2)	891,139	978,080
G & A Expenses (Schedule 3)	<u>93,438</u>	<u>106,701</u>
Total Operations & Maintenance Budget	<u><u>\$2,608,027</u></u>	<u><u>\$2,853,002</u></u>

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM

PROPOSED OPERATIONS & MAINTENANCE DIRECT EXPENSE BUDGET (50)

FISCAL YEAR 2024
(7/01/23-6/30/24)

<u>CODE</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ADOPTED FY23</u>	<u>PROPOSED FY24</u>
5210	Heating Fuel	\$ 6,000	\$ 9,000
5220	Utilities -Electrical Service	292,500	306,800
5230	-Gas Service	35,000	38,000
5240	-Propane		
5250	Electricity for Pumping Station		
5260	Fuel - Vehicular		
5270	Oil & Grease	3,000	3,000
5280	Tires		
5290	Maintenance Supplies	7,100	7,100
5300	Maint. Supplies - Vehicular		
5310	Major Vehicle Service & Repair		
5320	Agricultural Supplies		
5330	Maintenance Equipment	80,000	105,500
5340	Serv. & Maintenance Contracts	45,000 (Sch. 6)	57,938
5350	Equipment Rental	3,200	3,200
5360	Household - Safety Supplies	2,000	2,000
5370	Uniforms		
5380	Special & Professional Services	34,800 (Sch. 8)	34,800
5390	Protective Services	114,339 (Sch. 11)	125,042
5400	Telephone	1,200	1,200
5410	Postage & Freight Out	300	300
5420	Data Processing		
5430	Printing & Office Supplies	9,800	9,800
5440	Scientific & Photographic	13,800	15,000
5450	Dues & Subscriptions		
5460	Advertising & Promotional	1,000	1,000
5470	Travel & Subsistence		
5480	Staff Training & Tuition Aid	6,700	1,320
5490	Fees & Permits	9,000	9,000
5500	In - Lieu Taxes	400	400
5510	Residual Removal	16,000	16,000
5520	Water Treatment Chemicals	150,000	166,680
5525	GAC Replacement	60,000	65,000
	Total Other Expenses	<u>\$ 891,139</u>	<u>\$ 978,080</u>

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM

PROPOSED GENERAL & ADMINISTRATIVE EXPENSE BUDGET (60)

FISCAL YEAR 2024
(7/01/23-6/30/24)

<u>CODE</u>	<u>ACCOUNT</u>	<u>ADOPTED G&A FY23</u>	<u>PROPOSED G&A FY24</u>
	Salaries & Fringe Benefits	\$ 3,144,050	\$3,286,875
5200	Residences	-	-
5210	Heating Fuel	-	-
5220	Utilities -Electrical Service	-	-
5230	-Gas Service	-	-
5240	-Propane	-	-
5250	Electricity for Pumping Station	-	-
5260	Fuel - Vehicular	22,750	46,800
5270	Oil & Grease	5,700	8,300
5280	Tires	7,000	12,000
5290	Maintenance Supplies	15,000	15,000
5300	Maint. Supplies - Vehicular	20,000	20,000
5310	Major Vehicle Service & Repair	52,000	52,000
5320	Agricultural Supplies	9,100	9,100
5330	Maintenance Equipment	12,000	12,000
5340	Serv. & Maintenance Contracts	25,852 (Sch. 7)	25,852
5350	Equipment Rental	4,300	4,300
5360	Household - Safety Supplies	7,500	13,700
5380	Special & Professional Services	7,700 (Sch. 9)	12,900
5390	Protective Services	-	-
5400	Telephone	7,000	7,200
5410	Postage & Freight Out	1,200	1,200
5420	Data Processing	5,000	5,000
5430	Printing & Office Supplies	5,800	7,400
5440	Scientific & Photographic	300	300
5450	Dues & Subscriptions	3,000	3,000
5460	Advertising & Promotional	2,000	2,000
5470	Travel & Subsistence	1,000	1,000
5480	Staff Training & Tuition Aid	12,400	10,000
5490	Fees & Permits	7,700	6,500
5500	In - Lieu Taxes	-	-
5510	Residual Removal	-	-
5520	Water Treatment Chemicals	-	-
5525	GAC Replacement	-	-
	SUB-TOTAL G&A EXPENSE BUDGET	<u>\$ 234,302</u>	<u>\$ 275,552</u>
	TOTAL G&A WITH SALARIES & FRINGE	<u>\$ 3,378,352</u>	<u>\$ 3,562,427</u>

Allocation of Direct General & Administrative Expense Budget - See Appendix I for basis of Allocation
(Page 6, Columns 2, 3, & 4)

Reservoir System	\$ 140,864	\$ 168,851
Treatment/Transmission System	<u>\$ 93,438</u>	<u>\$ 106,701</u>
Total	\$ 234,302	\$ 275,552

**NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM**

LABOR PROJECTION

**FISCAL YEAR 2024
(7/01/23-6/30/24)**

TITLES	SALARY	FRINGE BENEFITS	OVERTIME	CLOTHING ALLOWANCE	SHIFT DIFFERENTIAL	TOTAL	ALLOCATION RESERVOIR %	AMOUNT RESERVOIR	ALLOCATION WTP/TS %	AMOUNT WTP/TS
Director	147,400	98,710	-			246,110	50%	123,054	50%	123,056
Project Engineer II	102,500	68,641	-			171,141	70%	119,798	30%	51,343
Water Supply Tech.	69,800	47,111	-	550		117,461	62%	72,825	38%	44,636
Administrative Assistant	73,000	48,886	-			121,886	40%	48,753	60%	73,133
Supervisor Technical Facilities Maint	91,900	63,957	3,055	550		159,462	47%	74,910	53%	84,597
Sr. Water Supply Tech.	80,000	54,252	463	550		135,265	35%	47,380	65%	87,922
Maintenance Worker I	49,900	33,785	-	550		84,235	93%	78,338	7%	5,897
Supervisor Operations	103,200	69,110	-			172,310	25%	43,077	75%	129,234
Equipment Operator	52,300	35,392	-	550		88,242	94%	82,947	6%	5,296
Foreman Bldg & Grounds Maint	80,000	54,252	463	550		135,265	80%	108,241	20%	27,061
Foreman Facilities Maintenance	78,400	55,845	4,441	550		139,236	40%	55,717	60%	83,478
Facilities Mechanic (3 Positions)	183,300	126,023	3,236	1,650		314,209	40%	125,688	60%	188,485
Supervisor Plant Operator	64,000	46,173	4,398	550		115,121	37%	42,566	63%	72,556
Maintenance Worker I Operations	41,700	28,109	-	275		70,084	92%	64,477	8%	5,608
Reservoir Sys Oper./Asst RSO (5 Positions)	245,600	188,691	31,516	2,750	1,900	470,457	90%	423,446	10%	46,995
Plant Operator (6 Positions)	391,300	299,362	52,428	3,300		746,390	1%	7,439	99%	738,924
TOTAL: (rounded)	1,854,300	1,318,300	100,000	12,375	1,900	3,286,875		1,518,655		1,768,221

TOTAL = 27 Positions

Director and Administrative Assistant, Water Supply Tech. and Sr. Water Supply Tech percentages modified based on work load. All others are four-year average.

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM

**RECAP OF ALLOCATION OF HEADQUARTERS GENERAL AND
ADMINISTRATIVE EXPENSES CHARGED TO THE MANASQUAN WATER
TREATMENT PLANT AND TRANSMISSION SYSTEM**

FISCAL YEAR 2024
(7/01/23-6/30/24)

	Total Headquarters Charge	Manasquan Reservoir System	Manasquan WTP/TS
Budgeted-Appendix I, amount to be charged to Manasquan System for FY24 (7/1/23-6/30/24)	\$810,833	\$699,506	\$111,327
F/Y22 Adjustment as per audited Expenditures:			
Budgeted as per rate schedule for F/Y22 (7/1/21-6/30/22). Amounts paid during F/Y21 to Raritan Basin System.	\$675,000	\$583,000	\$92,000
Actual allocation based upon audited expenditures F/Y22 (7/1/21-6/30/22) - Appendix II	<u>\$757,050</u>	<u>\$653,089</u>	<u>\$103,961</u>
Adjustments F/Y22	<u>\$82,050</u>	<u>\$70,089</u>	<u>\$11,961</u>
Net Allocation for F/Y2024 Budget	<u><u>\$892,883</u></u>	<u><u>\$769,595</u></u>	<u><u>\$123,288</u></u>
Estimate	<u>\$893,000</u>	<u>\$770,000</u>	<u>\$124,000</u>

Note:

Amounts in this schedule may differ from the allocation reports attached because of adjustments made as a result of OPEB-related data released from the State of NJ after this schedule was prepared. Any differences will be addressed in this schedule in following year(s).

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM

**LIST OF CATEGORY 5340 ITEMS - RECOMMENDED SERVICE &
MAINTENANCE CONTRACTS FOR THE WATER TREATMENT
PLANT/TRANSMISSION SYSTEM (50)**

FISCAL YEAR 2024

		Adopted F/Y23	Proposed F/Y24
1	HVAC Service	\$ 1,500	\$ -
2	Electrical Service Contract	1,000	2,400
3	Instrumentation & Control System Service & Upgrade	8,000	8,000
4	Electrical Upgrade & Repair	4,000	4,000
5	Overhead Crane Service	2,500	2,500
6	Building Cleaning Service and Supplies	-	3,600
7	UST Monitors Service and Upgrade	1,652	-
8	Fire & Intrusion Alarm Service	3,100	3,100
9	Air Compressor Service	500	500
10	Boiler Service	1,008	1,200
11	Auxiliary Generator Service	3,000	3,000
12	Lab Equipment Service	2,500	2,500
13	Backflow Preventor Service	500	500
14	UPS Battery PM Service and Batteries	3,340	6,000
15	Four Year Electrical Switchgear Testing Service	7,000	10,438
16	Internet Service	5,400	10,200
Total Service & Maintenance Contracts		<u>\$ 45,000</u>	<u>\$ 57,938</u>

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM

**LIST OF CATEGORY 5340 ITEMS - RECOMMENDED SERVICE &
MAINTENANCE CONTRACTS FOR G & A (60)**

FISCAL YEAR 2024

	Adopted F/Y23	Proposed F/Y24
	<u> </u>	<u> </u>
1 Refuse & Waste Disposal	\$ 2,000	\$ 2,000
2 Office Equipment/Computers	1,800	1,800
3 Waste Oil Disposal	300	300
4 Fire Extinguisher Service	1,100	1,100
5 UST Monitor Service	1,752	1,752
6 Building Maintenance	6,000	6,000
7 Internet Service	2,000	2,000
8 Janitorial Service	8,000	8,000
9 Vehicle Lift Inspection	500	500
12 Underground Fuel Storage Tank Service	<u>2,400</u>	<u>2,400</u>
 Total Service & Maintenance Contracts	 <u>\$ 25,852</u>	 <u>\$ 25,852</u>

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM

**LIST OF CATEGORY 5380 ITEMS - RECOMMENDED SPECIAL &
PROFESSIONAL SERVICES FOR THE WATER TREATMENT
PLANT/TRANSMISSION SYSTEM (50)**

FISCAL YEAR 2024

	Adopted F/Y23	Proposed F/Y24
	<u> </u>	<u> </u>
1 Water Quality Sampling	\$ 17,200	\$ 17,200
2 Residual Quality Analysis	800	800
3 Consultant Services	4,000	4,000
4 USGA Allenwood Gage-Parameters	11,000	11,000
5 Underground Markout Service	<u>1,800</u>	<u>1,800</u>
 Total Special & Professional Services	 <u>\$ 34,800</u>	 <u>\$ 34,800</u>

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM

**LIST OF CATEGORY 5380 ITEMS - RECOMMENDED SPECIAL &
PROFESSIONAL SERVICES FOR G & A (60)**

FISCAL YEAR 2024

	Adopted F/Y23	Proposed F/Y24
	<u> </u>	<u> </u>
1 Pulmonary Testing	\$ 1,500	\$ 1,500
2 CDL Medical Testing	1,000	1,000
3 EAS Service	4,000	4,000
4 The Bank of NJ - Melon	-	5,200
5 Pre-Employment Physicals	<u>1,200</u>	<u>1,200</u>
 Total Special & Professional Services	 <u>\$ 7,700</u>	 <u>\$ 12,900</u>

**NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM**

PROPOSED CAPITAL EQUIPMENT BUDGET

FISCAL YEAR 2024

Description	(A)Addition (R)Replacement	Year of Purchase Vehicle/Equipment	Dollar Value	%	Manasquan Reservoir	Manasquan WTP/TS	Reservoir Depreciation Reserve	WTP/TS Depreciation Reserve
Ford Escape or equivalent	R (556)		35,000	50/50	17,500	17,500	15,225	801
Skid steer Forestry Disc Mulcher Attachment	A		25,000	91/9	22,750	2,250	-	-
Ford 250 Pickup	R(530)		65,000	45/55	29,250	35,750	29,499	1,553
ZTR MOWER Toro Ground master 328 D	R(471)		25,000	84/16	21,000	4,000	13,803	-
TOTAL			150,000		90,500	59,500	58,527	2,354
*Per Resolution #861, dated 7/12/93 Asset Definition minimum is \$1,000.					-	-		
Less Amount charged to Reservoir Depreciation Reserve					58,527	-		
Less Amount charged to WTP/TS Depreciation Reserve					-	2,354		
Total					31,973	57,146		
Additional Depreciation Reserve					-	-		
Estimate					\$ 32,000	\$ 57,146		

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM

PROJECTED INSURANCE PROGRAM

FISCAL YEAR 2024

<u>Policy</u>	<u>Raritan Basin System</u>	<u>Manasquan Reservoir System</u>	<u>Manasquan Water Treatment Plant and Transmission System</u>	<u>Total Premium</u>
Property Limit \$150 million, Limit \$25m BI Deduct: \$100k all perils \$250k Deduct dams, dikes / \$1m Deduct Canal flood Earthen Dam/Builders Risk	\$680,659	\$297,032	\$87,346	\$1,065,037
General/Products Liability Limit \$1 million Deduct: \$150k	\$159,096	\$14,874	\$3,088	\$177,058
Environmental Impairment Liability Limit \$10 million Deduct: \$100k	\$26,125	\$2,443	\$507	\$29,075
Workers' Compensation Limit \$1 million	\$121,925	\$17,972	\$19,469	\$159,366
Employer Liability Limit \$1 million	Included in Workers' Comp	Included in Workers' Comp	Included in Workers' Comp	Included in Workers' Comp
Umbrella Liability Limit \$23 million	\$402,471	\$37,628	\$7,813	\$447,912
Business Automobile Limit: \$1 million G/L, \$0 pd Deduct: \$50k, G/L	\$35,064	\$4,709	\$1,571	\$41,344
Management Liability Public Officials Liability Cyber Risk Fidelity & Crime Limit \$5 million/\$1million/\$1 million Deduct: \$100k/\$10k/\$50k	\$46,856 \$24,686 \$71,542	\$4,380 \$2,308 \$6,688	\$910 \$478 \$3,844 \$5,232	\$52,146 \$27,472 \$3,844 \$83,462
Travel Accident Limit \$2 million	\$742	\$69	\$14	\$825
Drone Coverage	\$1,188			\$1,188
UST	\$4,858			\$4,858
TOTAL:	\$1,503,670	\$381,415	\$125,040	\$2,010,125

NEW JERSEY WATER SUPPLY AUTHORITY
MANASQUAN WATER TREATMENT PLANT AND TRANSMISSION SYSTEM

**DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024
OPERATING EXPENSE ACCOUNTS**

**ACCOUNT
CODE TITLE**

5110 SALARIES AND WAGES

The following is a comparison of the subject expenditures for FISCAL YEAR 2024.

	Adopted F/Y23	Proposed F/Y24
Budgeted Positions	27	27
Expenditures:		
Regular Salaries	\$1,904,950	\$1,868,575
Overtime	112,800	100,000
Fringe Benefits	907,700	1,094,500
Retiree Health Benefits	213,600	218,800
Worker's Compensation (self-insured)	5,000	5,000
Total Salaries and Fringe Benefits	\$3,144,050	\$3,286,875
Allocation to Treatment Plant	\$1,623,354	\$1,768,221
Anticipated Increase for F/Y24	\$144,867	

5120- OVERTIME, NEW POSITIONS AND SEASONAL HELP
5140

5150 FRINGE BENEFITS

These expense items cover the annual salaries and fringe benefits based upon the compensation schedule currently in effect.

The fringe benefit account specifically covers all required and approved expenses such as employer contributions for social security, public employee retirement system, unemployment and temporary disability insurance as well as the health benefits program including prescription drugs, dental and vision care programs and allowances for unused sick leave and vacation balances upon retirement and annual allowances required by union agreement.

5210 HEATING FUEL

This account covers the cost of fuel required for the stand-by generator at the Water Treatment Plant.

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

ACCOUNT

CODE TITLE

5220 UTILITIES - ELECTRICAL SERVICE (OTHER THAN PUMPING)

This account covers facilities electrical usage at the Water Treatment Plant/Transmission System Meter Vaults, and access roadway lighting for security and safety purposes.

5230 NATURAL GAS

This account covers the cost of heating the Water Treatment Plant.

5240 PROPANE

This account covers the cost of propane fuel at the Water Treatment Plant Laboratory.

5260 VEHICULAR FUEL

This account covers the cost of unleaded regular and diesel fuel used by the Authority's motor vehicle fleet.

5270 OIL AND GREASE

This account covers the amount of oil and grease used by the Authority's motor vehicles and equipment. Also included in this account are mineral oil and those specialty oils used in the pumps and motors at the Intake Pump Station, Reservoir Pump Station, Flow Meter/Valve Chamber, Inlet/Outlet Tower, and Water Treatment Plant.

5280 TIRES

This account covers the cost of tires used on the Authority's motor vehicle including cars, trucks, trailers and construction equipment. Also included in this account is tire repair, tubes, etc.

5290 MAINTENANCE SUPPLIES

This account covers the entire spectrum of materials and tools used in the maintenance and repair of the Authority's assets. The types of material included in this account are kerosene, lumber, fasteners, masonry products, paint and related products, plumbing (heating and cooling) products, insulation products, electrical items, lighting supplies, fixtures, signs, posts, fencing and fencing material, road, ditch, culvert and bank repair materials, emergency response supplies, small hand and power tools and welding gases.

5300 MAINTENANCE SUPPLIES-VEHICULAR EQUIPMENT

This account covers spare parts for vehicular and marine equipment, as well as, small maintenance equipment, pumps, generators, chain saws, hand mowers and valve operators. Also included in this account are batteries and vehicular fluids.

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

**ACCOUNT
CODE TITLE**

5310 MAJOR - SPECIALIZED VEHICLE SERVICE AND REPAIR

This account is a supplement to account code 5300 and includes those services required by vendors specializing in items such as body and fender work, major repairs to transmissions, front end alignments, radiator repairs and major power train overhauls. This account also includes vehicle and equipment preventive maintenance labor costs as performed by Raritan Basin System personnel or by a vendor.

5320 AGRICULTURE SUPPLIES

This account covers those supplies used in maintaining the appearance and control of the grounds, such as grass seed, lime, fertilizers, shrubs, trees, pest and weed control, and aquatic weed control.

5330 MAINTENANCE OF EQUIPMENT

This account is to cover normal repair and service to calculators, typewriters and other office machines and furniture which are not covered under service and maintenance contracts. Also included in this account is maintenance of radio equipment, repairs to engineering and surveying equipment, building maintenance, service to system components of the Water Treatment Plant and Transmission System, confined space entry equipment, telemarks, recorders and flow meters and all spare parts needed at the Water Treatment Plant and Transmission System to sustain continuous and dependable operations.

5340 SERVICE AND MAINTENANCE CONTRACTS

This account covers the contracts used for servicing plumbing (heating and cooling), electrical and instrumentation equipment, fire and intrusion alarms, fire extinguishers, appliances, exterminators, overhead cranes, septic systems, auxiliary generator, UST monitoring system, embankment fertilization, shop machinery and office equipment such as the copier and computers. Also included in this account is refuse disposal and waste removal by private contractors and contact janitorial services.

5350 EQUIPMENT RENTAL

This account covers the rental of specialized construction equipment such as pumps, compressors, etc., specialized office equipment, pagers, entry rugs and the postage machine, the parts washer, and gas cylinder.

5360 HOUSEHOLD, SAFETY AND PROTECTIVE SUPPLIES

This account is to show the estimated cost of materials and supplies of a consumable nature. Covered in this account are such items as janitorial and sanitary supplies, locks and keys, fire extinguishers, first aid and safety supplies, film rentals and related costs for in-house programs and materials handling and labeling supplies.

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

**ACCOUNT
CODE TITLE**

5380 **SPECIAL AND PROFESSIONAL SERVICES**

This account is to show the estimated cost of Professional Services such as attorneys, physicians, annual audit fee, Governor's Authority Unit, court reporters, temporary services, engineers, consultants, laboratory services, CDL testing service, employee assistance service, etc.

5390 **PROTECTIVE SERVICES**

This account covers the yearly cost of insurance premiums prorated to the Water Treatment Plant/Transmission System covering General Liability, Workmen's Compensation, Vehicular, etc.

5400 **TELEPHONE**

This account covers direct telephone charges including charges for repairs, equipment rental and related expenses.

5410 **POSTAGE AND FREIGHT**

This account covers all postage costs including express and overnight mail. Also covered in this account are charges for incoming and outgoing freight when applicable.

5420 **DATA PROCESSING**

This account covers charges for production of payrolls and required reports under contract with ADP.

5430 **PRINTING AND OFFICE**

This account covers the cost of computer supplies, computer software, letterhead, envelopes, publication costs and forms, archiving of our records, duplication products and all other stationery materials and supplies necessary for the operation of the office. Items that are classified as furniture and equipment with a value of \$1,000 are not to be included in this account. Items ordered directly from a vendor or withdrawn from inventory shall be included in this account.

5440 **SCIENTIFIC AND PHOTOGRAPHIC**

This account covers the cost of video and photographic supplies, blueprinting supplies, laboratory supplies, surveying and engineering supplies and recording charts and pens.

5450 **DUES AND SUBSCRIPTION**

This account covers cost of subscriptions to newspapers, magazines, periodicals reference books, other publications and membership fees in professional societies and associations.

DEFINITIONS AND EXPLANATION OF THE FISCAL YEAR 2024 OPERATING EXPENSE ACCOUNTS

ACCOUNT
CODE TITLE

5460 ADVERTISING

This account covers the cost of legal and classified advertising in newspapers for bids, recruiting and public notifications.

5470 TRAVEL AND SUBSISTENCE

This account covers the cost of travel and subsistence expense reimbursable to an employee or chargeable to the Authority under the provisions of, "The Regulations Governing Employee Expense Reimbursements". It includes travel expenses, employee allowances, and staff and departmental meal expenses. It will also cover registration fees for attendance at meetings or conventions.

5480 STAFF TRAINING AND TUITION AID

This account provides funds for employee's attendance at various technically related and approved courses, training programs, conferences, etc.

5490 FEES AND PERMITS

This account covers the estimated cost of fees for safe drinking water UST registration, physical connections, and other permits from the NJDEP and small unclassified items such as notaries, hearing rooms and transcripts, easement renewals, vehicle and equipment registrations, etc.

5500 IN-LIEU TAXES

This account covers the funds for the Water Treatment Plant in-lieu tax payment to the Manasquan Reservoir System.

5510 RESIDUALS REMOVAL

This account covers the yearly costs associated with residuals handling, removal, moisture reduction and ultimate disposal as it pertains to Water Treatment Plant residual solids.

5520 WATER TREATMENT CHEMICALS

This account covers the yearly costs required to treat the raw water to produce a finished drinking water supply. The treatment chemical costs have been based on anticipated chemical feed rates established as a result of plant operating experience.

5525 CARBON REPLACEMENT

This account covers the yearly removal and replacement of 40,000 pounds of granular activated carbon for the GAC System. The carbon replacement cost was initially based on a GAC life of 12 months, but it has been extended to a life of 36 months.

Appendix I

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)
AGREED-UPON PROCEDURES REPORT**

FORECASTED COST ALLOCATION SCHEDULES

YEAR ENDING JUNE 30, 2024

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

TABLE OF CONTENTS

**INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING
AGREED-UPON PROCEDURES..... 1**

FINANCIAL SCHEDULES

Schedule of Forecasted Cost Center Expense Reclassification 3

Schedule of Forecasted System-Wide Allocated Costs 4

Schedule of Forecasted Cost Allocation Factors 5

Schedule of Forecasted Manasquan System Allocated Costs 6

Notes to Financial Schedules..... 7

INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

To the Commissioners of
New Jersey Water Supply Authority

We have performed the procedures enumerated below on the financial schedules for the fiscal year ending June 30, 2024. The procedures were agreed to by the New Jersey Water Supply Authority (a component unit of the State of New Jersey and responsible party) (the "Authority") solely to assist the Authority in evaluating the financial schedules in connection with setting of water rates for each of the three operating systems (Raritan, Manasquan Reservoir and Manasquan Treatment Plant/Transmission). The Authority's management is responsible for preparing and presenting the financial schedules in accordance with the guidelines for the presentation of schedules established by the American Institute of Certified Public Accountants.

An agreed-upon procedures engagement involves the practitioner performing specific procedures and reporting on findings based on the procedures performed. The Authority has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of the engagement, which is to assist the Authority with evaluating the underlying supporting documentation to determine the accuracy of the financial schedules in connection with setting water rates for each of the three operating systems. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated results are as follows:

1. We were provided with the fiscal year 2024 budgeted expenses for each of the three operating systems by the Authority's Director of Finance and Administration, who advised us that the fiscal year 2024 budgeted expenses are based upon preliminary budgets that are subject to approval by the Authority's Commissioners. We performed no procedures in regard to the fiscal year 2024 budgeted expenses.
2. We recalculated the allocated costs on the forecasted cost allocation schedules. We found no exceptions as a result of these procedures.
3. We compared the methodologies used for cost allocation on the forecasted cost allocation schedules to the methodologies used in the Authority's cost allocation schedules for the year ended June 30, 2022, and found them to be consistent.

We were engaged by the Authority to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review of the subject matter, the objective of which would be the expression of an opinion or conclusion, respectively, about whether the forecasted cost allocation schedules are presenting the schedules in accordance with the guidelines for the presentation of schedules established by the American Institute of Certified Public Accountants. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

**INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES
(CONTINUED)**

There will usually be differences between the forecasted and actual results because events and circumstances frequently do not occur as expected, and those differences may be material. We have no responsibility to update this report for events and circumstances occurring after the date of this report.

We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the Commissioners and management of the Authority and is not intended to be, and should not be, used by anyone other than these specified parties.

Mercadion, P.C.
Certified Public Accountants

Hamilton, New Jersey

February 10, 2023

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

**SCHEDULE OF FORECASTED COST CENTER EXPENSE RECLASSIFICATION
YEAR ENDING JUNE 30, 2024**

DEPT. #	DEPT./COST CENTER	COST CENTER COSTS	RECLASSIFICATIONS									REVISED COST CENTER COSTS
			1 HEATING/ ELECTRIC	2 VEHICULAR FUEL	3 PROFESSIONAL FEES	4 INSURANCE	5 TELEPHONE	6 PERMITS	7 WORKERS' COMPENSATION	8 IN LIEU TAXES	9 CHIEF ENGINEER SALARY & FRINGE	
	BUILDING HQ	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
	TELEPHONE HQ	-	-	-	-	40,000	-	-	-	-	-	40,000
36	SAFETY	223,690	-	-	(5,000)	-	-	-	-	-	-	218,690
37	SECURITY	1,100,550	-	-	-	-	-	-	-	-	-	1,100,550
14	HUMAN RESOURCES	483,798	-	-	(5,100)	-	-	-	(10,000)	-	-	468,698
16	PURCHASING	589,143	-	(222,000)	-	-	(40,000)	(18,000)	-	-	-	309,143
17	INFORMATION SYSTEMS	233,670	-	-	-	-	-	-	-	-	-	233,670
15	CONTRACTS & RISK MGMT.	2,019,172	-	-	(45,000)	(1,503,671)	-	(97,761)	-	(18,700)	-	354,040
13	FINANCIAL MGMT.	1,108,830	-	-	(2,730)	-	-	-	-	-	-	1,106,100
34	AUTO SHOP	288,600	-	222,000	-	-	-	18,000	-	-	-	528,600
35	AUTO SHOP-CANAL	250,760	-	-	-	-	-	-	-	-	-	250,760
10	EXEC. OFFICE	278,400	4,673	-	-	-	-	-	-	-	-	283,073
20, 30, 31-33	WATERSHED, ENGINEERING & O&M (RARITAN SYSTEM)	9,392,100	(104,673)	-	57,830	1,503,671	-	97,761	10,000	18,700	(14,074)	10,961,315
		15,968,713	-	-	-	-	-	-	-	-	(14,074)	15,954,639
40-60	MANASQUAN SYSTEM	5,720,456	-	-	-	-	-	-	-	-	14,074	5,734,530
		<u>\$ 21,689,169</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 21,689,169</u>

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

**SCHEDULE OF FORECASTED SYSTEM-WIDE ALLOCATED COSTS
YEAR ENDING JUNE 30, 2024**

DEPT. #	DEPT./COST CENTER	REVISED COST CENTER COSTS	ALLOCATION BASIS											ALLOCATED COST CENTER COSTS		
			# OF SQ. FT.	# OF TELEPHONES	# OF EMPLOYEES	100 % RARITAN O&M	# OF EMPLOYEES	# OF P.O.s	# OF COMPUTERS	MGD CONTRACTS	O&M BUDGET	# OF VEHICLES	# OF VEHICLES		TIME ESTIMATE	
	BUILDING HQ	\$ 100,000	<u>\$ (100,000)</u>													
	TELEPHONE HQ	40,000	-	<u>\$ (40,000)</u>												
36	SAFETY	218,690	672	435	<u>\$ (219,797)</u>											
37	SECURITY	1,100,550	3,781	1,739	17,053	<u>\$ (1,123,123)</u>										
14	HUMAN RESOURCES	468,698	4,473	1,739	5,684	-	<u>\$ (480,594)</u>									
16	PURCHASING	309,143	5,554	1,304	3,790	-	9,242	<u>\$ (329,033)</u>								
17	INFORMATION SYSTEMS	233,670	1,001	435	1,895	-	4,621	11,858	<u>\$ (253,480)</u>							
15	CONTRACTS & RISK MGMT.	354,040	3,271	870	3,790	-	9,242	9,640	8,593	<u>\$ (389,446)</u>						
13	FINANCIAL MGMT.	1,106,100	9,544	2,609	11,369	-	27,727	6,313	25,778	-	<u>\$ (1,189,440)</u>					
34	AUTO SHOP	528,600	15,031	870	3,790	-	9,242	14,332	4,296	-	35,405	<u>\$ (611,566)</u>				
35	AUTO SHOP-CANAL	250,760	-	870	1,895	-	4,621	11,602	8,593	-	16,796	-	<u>\$ (295,137)</u>			
10	EXEC. OFFICE	283,073	13,207	3,478	1,895	-	4,621	1,962	4,296	-	18,960	-	-	<u>\$ (331,492)</u>		
20, 30, 31-33	WATERSHED, ENGINEERING & O&M (RARITAN SYSTEM)	10,961,315	43,466	25,651	117,476	1,123,123	286,508	156,795	137,480	351,920	734,183	611,566	295,137	313,260	\$ 15,157,880	
40-60	MANASQUAN SYSTEM	5,734,530	-	-	51,160	-	124,770	116,531	64,444	37,526	384,096	-	-	18,232	6,531,289	
		<u>\$ 21,689,169</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 21,689,169</u>	

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

**SCHEDULE OF FORECASTED COST ALLOCATION FACTORS
YEAR ENDING JUNE 30, 2024**

ALLOCATION OF:		BUILDING HQ	TELEPHONES	SAFETY	HUMAN RESOURCES	PURCHASING	INFORMATION SYSTEMS	CONTRACTS & RISK MGMT.	FINANCE O&M FUNCTIONAL COST	AUTO SHOP	AUTO SHOP CANAL	EXEC. OFF
ALLOCATION BASIS:		# OF SQ. FT.	# OF TELEPHONES	# OF EMPLOYEES	# OF EMPLOYEES	# OF P.O.'S	# OF COMPUTERS	MGD CONTRACTS		# OF VEHICLES	# OF VEHICLES	TIME ESTIMATE
DEPT. #	DEPT./COST CENTER											
	BUILDING HQ											
	TELEPHONE HQ											
36	SAFETY	100	1									
37	SECURITY	563	4	9								
14	HUMAN RESOURCES	666	4	3								
16	PURCHASING	827	3	2	2							
17	INFORMATION SYSTEMS	149	1	1	1	139						
15	CONTRACTS & RISK MGMT.	487	2	2	2	113	2					
13	FINANCIAL MGMT.	1,421	6	6	6	74	6	-				
34	AUTO SHOP	2,238	2	2	2	168	1	-	\$528,600			
35	AUTO SHOP-CANAL	-	2	1	1	136	2	-	250,760			
10	EXEC OFFICE	1,967	8	1	1	23	1	-	283,073	-	-	-
20, 30, 31-33	WATERSHED, ENGINEERING & O&M (RARITAN SYSTEM)	6,472	59	62	62	1,838	32	182	10,961,315	44	44	94.50
40-60	MANASQUAN SYSTEM	-	-	27	27	1,366	15	19	5,734,530	-	-	5.50
		<u>14,890</u>	<u>92</u>	<u>116</u>	<u>104</u>	<u>3,857</u>	<u>59</u>	<u>202</u>	<u>\$17,758,278</u>	<u>44</u>	<u>44</u>	<u>100.00 %</u>

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

**SCHEDULE OF FORECASTED MANASQUAN SYSTEM ALLOCATED COSTS
YEAR ENDING JUNE 30, 2024**

	<u>COSTS</u>	ALLOCATION BASIS					<u>ALLOCATED COSTS</u>
		<u>1</u> TIME STUDY	<u>2</u> \$ VALUE OF VEHICLES	<u>3</u> \$ VALUE OF EQUIPMENT	<u>4</u> TIME STUDY	<u>5</u> \$ VALUE OF WATER CONTRACTS	
<u>GENERAL & ADMINISTRATIVE</u>							
SALARIES & FRINGES	\$ 3,286,875	<u>\$ (3,286,875)</u>					
VEHICLE RELATED	139,100	-	<u>\$ (139,100)</u>				
MAINT. SUPPLIES & RELATED	79,952	-	-	<u>\$ (79,952)</u>			
OFFICE & MISC.	56,500	-	-	-	<u>\$ (56,500)</u>		
H.Q. OVERHEAD	810,833	-	-	-	-	<u>\$ (810,833)</u>	
RESERVOIR (40)	1,179,949	1,517,626	101,946	39,712	26,087	699,506	\$ 3,564,826
TREAT./TRANS. (50)	978,080	1,769,249	37,154	40,240	30,413	111,327	2,966,463
	<u>\$ 6,531,289</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,531,289</u>

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

**NOTES TO FINANCIAL SCHEDULES
YEAR ENDING JUNE 30, 2024**

NOTE 1 GENERAL

The New Jersey Water Supply Authority, as part of its annual budget and rate making process, performs a two-step cost allocation calculation. During the first step, the Authority forecasts its actual expenses by Cost Center. For purposes of this calculation the Authority uses the following Cost Centers:

Raritan System

- Building Headquarters
- Telephone Headquarters
- Safety
- Security
- Human Resources
- Purchasing
- Information Systems
- Contracts & Risk Management
- Financial Management
- Auto Shop
- Auto Shop - Canal
- Executive Office
- Engineering, Watershed Management, Operations and Maintenance (Raritan System)
- Manasquan System

In deriving expenses by Cost Center several expense reclassifications are made on the Schedule of Forecasted Cost Center Expense Reclassification as follows:

1. Heating and electricity expenses related to Building Headquarters ("HQ") and Executive Office are reclassified from Engineering and Operations & Maintenance ("O & M").
2. Vehicular fuel expense related to Auto Shop is reclassified from Purchasing.
3. Professional fees related to O & M are reclassified from the various departments to which they have been charged.
4. Insurance premium expense related to the Raritan System is reclassified from Contracts and Risk Management.
5. Telephone expense is reclassified from Purchasing to a separate Telephone HQ Cost Center.
6. Permit expense related to the Raritan System is reclassified from Contracts and Risk Management and Purchasing.
7. Workers' compensation expense related to the Raritan System is reclassified from Contracts and Risk Management.
8. In-lieu taxes related to the Raritan System are reclassified from Contracts and Risk Management.
9. Chief Engineer Salary & Fringe Expenses related to the Manasquan System are reclassified from the Engineering Department.

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

**NOTES TO FINANCIAL SCHEDULES
YEAR ENDING JUNE 30, 2024**

NOTE 1 GENERAL (CONTINUED)

The second step entails a step-down allocation of eleven of the Authority's Cost Centers to the Raritan and Manasquan System Cost Centers. In making this step-down allocation the Authority allocates costs as follows:

1. Building HQ is allocated to each of the Cost Centers based on the amount of space utilized.
2. Telephone HQ is allocated to each of the Cost Centers based on the number of telephones utilized.
3. Safety is allocated to each of the Cost Centers based on the number of employees.
4. Security is allocated entirely to the Raritan System.
5. Human Resources is allocated to each of the Cost Centers based on the number of employees.
6. Purchasing is allocated to each of the respective Cost Centers based on the number of purchase orders issued.
7. Information Systems is allocated to each of the Cost Centers based on the number of computers.
8. Contracts and Risk Management is allocated to each of the Cost Centers based on the number of employees.
9. Financial Management is allocated based on a percentage of the four remaining Cost Centers' budgets.
10. Auto Shop and Auto Shop-Canal are allocated based on the number of vehicles used.
11. Executive Office is allocated based on the amount of executive time utilized in managing each of the Systems.

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

**NOTES TO FINANCIAL SCHEDULES
YEAR ENDING JUNE 30, 2024**

NOTE 2 MANASQUAN SYSTEM ALLOCATED COST

The Manasquan Water Supply System's direct and allocated costs are then allocated between the Reservoir System and the Water Treatment Plant/Transmission System. In making this allocation the Authority adds to each System's direct expenses, the indirect costs allocated as follows:

1. Salaries and Fringe Benefits are allocated based on actual time studies performed by each employee throughout Fiscal Year 2022.
2. Vehicle related expenses are allocated based on the dollar value of vehicles held by each System.
3. Maintenance Supplies and related expenses are allocated based on the dollar value of capital equipment held by each System.
4. Office and miscellaneous expenses are allocated based on the time studies performed by each employee throughout Fiscal Year 2022.
5. Headquarters Overhead expenses are allocated based on the value of water contracts for each System.

Appendix II

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

EXAMINATION REPORT AND FINANCIAL SCHEDULES

June 30, 2022

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

TABLE OF CONTENTS

INDEPENDENT ACCOUNTANTS' REPORT 1

FINANCIAL SCHEDULES

SCHEDULE OF COST CENTER EXPENSE RECLASSIFICATION..... 2

SCHEDULE OF SYSTEM-WIDE ALLOCATED COSTS..... 3

SCHEDULE OF COST ALLOCATION FACTORS..... 4

SCHEDULE OF MANASQUAN SYSTEM ALLOCATED COSTS..... 5

NOTES TO FINANCIAL SCHEDULES..... 6

INDEPENDENT ACCOUNTANTS' REPORT

To the Commissioners of
New Jersey Water Supply Authority

We have examined the conformity of the financial schedules with the cost allocation criteria set forth in Notes 1 and 2 to Financial Schedules ("Notes 1 and 2"), of the New Jersey Water Supply Authority (a component unit of the State of New Jersey and responsible party) (the "Authority"), for the year ended June 30, 2022, listed in the foregoing table of contents. The Authority's management is responsible for conformity of the financial schedules in accordance with the criteria set forth in Notes 1 and 2. Our responsibility is to express an opinion on the conformity of the financial schedules with the cost allocation criteria set forth in Notes 1 and 2, based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants, and, accordingly, included procedures we considered necessary in the circumstances. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the financial schedules are in conformity with the cost allocation criteria set forth in Notes 1 and 2, in all material respects. An examination involves performing procedures to obtain evidence about the conformity of the financial schedules with the cost allocation criteria set forth in Notes 1 and 2. The nature, timing and extent of the procedures selected depend on our judgment, including an assessment of the risks of material misstatement on the conformity of the financial schedules with the cost allocation criteria set forth in Notes 1 and 2, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent of the Authority and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our examination agreement.

In our opinion, the financial schedules present the Authority's allocation of costs to the Raritan and Manasquan Systems in accordance with the cost allocation criteria set forth in Notes 1 and 2, in all material respects.

This report is intended for the information and use of the Commissioners and management of the Authority, and is not intended to be, and should not be, used by anyone other than these specified parties.

Mercadien, P.C.
Certified Public Accountants

Hamilton, New Jersey

February 10, 2023

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

**SCHEDULE OF COST CENTER EXPENSE RECLASSIFICATION
YEAR ENDED JUNE 30, 2022**

DEPT. #	DEPT./COST CENTER	COST CENTER COSTS	RECLASSIFICATIONS									REVISED COST CENTER COSTS	
			1 HEATING/ ELECTRIC	2 VEHICULAR FUEL	3 PROFESSIONAL FEES	4 INSURANCE	5 TELEPHONE	6 PERMITS	7 WORKERS' COMP.	8 IN LIEU TAXES	9 CHIEF ENGINEER SALARY & FRINGE		
	BUILDING HQ	\$ -	\$ 69,651	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 69,651
	TELEPHONE HQ	-	-	-	-	-	-	48,836	-	-	-	-	48,836
36	SAFETY	250,916	-	-	-	-	-	-	-	-	-	-	250,916
37	SECURITY	1,034,734	-	-	-	-	-	-	-	-	-	-	1,034,734
14	HUMAN RESOURCES	353,235	-	-	(\$3,616)	-	-	-	-	(\$2,956)	-	-	346,663
16	PURCHASING	495,676	-	(\$156,251)	-	-	-	(48,836)	(\$18,085)	-	-	-	272,504
17	INFORMATION SYSTEMS	219,169	-	-	-	-	-	-	-	-	-	-	219,169
15	CONTRACTS & RISK MGMT.	1,806,694	-	-	(40,529)	(\$1,264,101)	-	-	(92,335)	-	(\$18,689)	-	391,040
13	FINANCIAL MGMT	977,606	-	-	(2,446)	-	-	-	-	-	-	-	975,160
34	AUTO SHOP	199,239	-	156,251	-	-	-	-	18,085	-	-	-	373,575
35	AUTO SHOP-CANAL	191,765	-	-	-	-	-	-	-	-	-	-	191,765
10	EXEC OFFICE	267,338	7,158	-	-	-	-	-	-	-	-	-	274,496
20, 30, 31, 32, 33	WATERSHED, ENGINEERING & O&M (RARITAN SYSTEM)	7,365,392	(76,809)	-	46,591	1,264,101	-	-	92,335	2,956	18,689	(13,079)	8,700,176
		13,161,764	-	-	-	-	-	-	-	-	-	(13,079)	13,148,685
40-60	MANASQUAN SYSTEM	4,921,329	-	-	-	-	-	-	-	-	-	13,079	4,934,408
		<u>\$ 18,083,093</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 18,083,093</u>

See Independent Accountants' Report.

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

**SCHEDULE OF SYSTEM-WIDE ALLOCATED COSTS
YEAR ENDED JUNE 30, 2022**

DEPT. #	DEPT./COST CENTER	REVISED COST CENTER COSTS	ALLOCATION BASIS											ALLOCATED COST CENTER COSTS		
			# SQ. FT.	# OF TELEPHONES	# OF EMPLOYEES	100 % RARITAN O&M	# OF EMPLOYEES	# OF P.O.s	# OF COMPUTERS	MGD CONTRACTS	O&M BUDGET	# OF VEHICLES	# OF VEHICLES		TIME ESTIMATE	
	BUILDING HQ	\$ 69,651	\$ (69,651)													
	TELEPHONE HQ	48,836	-	\$ (48,836)												
36	SAFETY	250,916	468	531	\$ (251,915)											
37	SECURITY	1,034,734	2,634	2,123	19,545	\$ (1,059,036)										
14	HUMAN RESOURCES	346,663	3,115	2,123	6,515	-	\$ (358,416)									
16	PURCHASING	272,504	3,869	1,592	4,343	-	6,893	\$ (289,201)								
17	INFORMATION SYSTEMS	219,169	697	531	2,172	-	3,446	10,422	\$ (236,437)							
15	CONTRACTS & RISK MGMT.	391,040	2,278	1,062	4,343	-	6,893	8,473	8,015	\$ (422,104)						
13	FINANCIAL MGMT	975,160	6,647	3,185	13,030	-	20,678	5,549	24,044	-	\$ (1,048,293)					
34	AUTO SHOP	373,575	10,469	1,062	4,343	-	6,893	12,597	4,007	-	27,056	\$ (440,002)				
35	AUTO SHOP-CANAL	191,765	-	1,062	2,172	-	3,446	10,197	8,015	-	13,888	-	\$ (230,545)			
10	EXEC OFFICE	274,496	9,199	4,247	2,172	-	3,446	1,725	4,007	-	19,880	-	-	\$ (319,172)		
20, 30, 31, 32, 33	WATERSHED, ENGINEERING & O&M (RARITAN SYSTEM)	8,700,176	30,275	31,318	134,645	1,059,036	213,671	137,814	128,238	381,432	630,100	440,002	230,545	301,618	\$ 12,418,870	
40-60	MANASQUAN SYSTEM	4,934,408	-	-	58,635	-	93,050	102,424	60,111	40,672	357,369	-	-	17,554	5,664,223	
		\$ 18,083,093	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,083,093	

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

**SCHEDULE OF COST ALLOCATION FACTORS
YEAR ENDED JUNE 30, 2022**

ALLOCATION OF: ALLOCATION BASIS:		REQUIRED STATISTICS										
		BUILDING HQ	TELEPHONES	SAFETY	HUMAN RESOURCES	PURCHASING	INFORMATION SYSTEMS	RISK MGMT.	FINANCE O&M	AUTO SHOP	AUTO SHOP CANAL	EXEC. OFF
DEPT. #	DEPT./COST CENTER	SQ. FT. #	# OF TELEPHONES	# OF EMPLOYEES	# OF EMPLOYEES	# OF P.O.'S	# OF COMPUTERS	MGD CONTRACTS	FUNCTIONAL COST	# OF VEHICLES	# OF VEHICLES	TIME ESTIMATE
	BUILDING HQ											
	TELEPHONE HQ											
36	SAFETY	100	1									
37	SECURITY	563	4	9								
14	HUMAN RESOURCES	666	4	3								
16	PURCHASING	827	3	2	2							
17	INFORMATION SYSTEMS	149	1	1	1	139						
15	CONTRACTS & RISK MGMT.	487	2	2	2	113	2					
13	FINANCIAL MGMT	1,421	6	6	6	74	6	-				
34	AUTO SHOP	2,238	2	2	2	168	1	-	\$373,575			
35	AUTO SHOP-CANAL	-	2	1	1	136	2	-	191,765			
10	EXEC OFFICE	1,967	8	1	1	23	1	-	274,496			
20, 30, 31, 32, 33	WATERSHED, ENGINEERING & O&M (RARITAN SYSTEM)	6,472	59	62	62	1,838	32	182	8,700,176	44	44	94.50
40-60	MANASQUAN SYSTEM	-	-	27	27	1,366	15	19	4,934,408	-	-	5.50
		<u>14,890</u>	<u>92</u>	<u>116</u>	<u>104</u>	<u>3,857</u>	<u>59</u>	<u>202</u>	<u>\$14,474,420</u>	<u>44</u>	<u>44</u>	<u>100 %</u>

See Independent Accountants' Report.

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

**SCHEDULE OF MANASQUAN SYSTEM ALLOCATED COSTS
YEAR ENDED JUNE 30, 2022**

	COSTS	ALLOCATION BASIS					ALLOCATED COSTS
		1 TIME STUDY	2 \$ VALUE OF VEHICLES	3 \$ VALUE OF EQUIPMENT	4 TIME STUDY	5 \$ VALUE OF WATER CONTRACTS	
<u>GENERAL & ADMINISTRATIVE</u>							
SALARIES & FRINGES	\$ 2,844,823	\$ (2,844,823)					
VEHICLE RELATED	71,565	-	\$ (71,565)				
MAINT. SUPPLIES & RELATED	62,319	-	-	\$ (62,319)			
OFFICE & MISC.	30,157	-	-	-	\$ (30,157)		
H.Q. OVERHEAD	742,894	-	-	-	-	\$ (742,894)	
RESERVOIR	1,015,532	1,431,579	52,450	30,954	15,176	640,877	\$ 3,186,568
TREAT./TRANS.	896,933	1,413,244	19,115	31,365	14,981	102,017	2,477,655
	<u>\$ 5,664,223</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,664,223</u>

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

**NOTES TO FINANCIAL SCHEDULES
YEAR ENDED JUNE 30, 2022**

NOTE 1 GENERAL

The New Jersey Water Supply Authority, as part of its annual budget and rate making process, performs a two-step cost allocation calculation. During the first step, the Authority forecasts its actual expenses by Cost Center. For purposes of this calculation the Authority uses the following Cost Centers:

Raritan System

- Building Headquarters
- Telephone Headquarters
- Safety
- Security
- Human Resources
- Purchasing
- Information Systems
- Contracts & Risk Management
- Financial Management
- Auto Shop
- Auto Shop - Canal
- Executive Office
- Engineering, Watershed Management, Operations and Maintenance (Raritan System)
- Manasquan System

In deriving expenses by Cost Center several expense reclassifications are made on the Schedule of Forecasted Cost Center Expense Reclassification as follows:

1. Heating and electricity expenses related to Building Headquarters ("HQ") and Executive Office are reclassified from Engineering and Operations & Maintenance ("O & M").
2. Vehicular fuel expense related to Auto Shop is reclassified from Purchasing.
3. Professional fees related to O & M are reclassified from the various departments to which they have been charged.
4. Insurance premium expense related to the Raritan System is reclassified from Contracts and Risk Management.
5. Telephone expense is reclassified from Purchasing to a separate Telephone HQ Cost Center.
6. Permit expense related to the Raritan System is reclassified from Contracts and Risk Management and Purchasing.

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

NOTES TO FINANCIAL SCHEDULES
YEAR ENDED JUNE 30, 2022

NOTE 1 GENERAL (CONTINUED)

7. Workers' compensation expense related to the Raritan System is reclassified from Contracts and Risk Management.
8. In-lieu taxes related to the Raritan System are reclassified from Contracts and Risk Management.
9. Chief Engineer Salary & Fringe Expenses related to the Manasquan System are reclassified from the Engineering Department.

The second step entails a step-down allocation of eleven of the Authority's Cost Centers to the Raritan and Manasquan System Cost Centers. In making this step-down allocation the Authority allocates cost as follows:

1. Building HQ is allocated to each of the Cost Centers based on the amount of space utilized.
2. Telephone HQ is allocated to each of the Cost Centers based on the number of telephones utilized.
3. Safety is allocated to each of the Cost Centers based on the number of employees.
4. Security is allocated entirely to the Raritan System.
5. Human Resources is allocated to each of the Cost Centers based on the number of employees.
6. Purchasing is allocated to each of the respective Cost Centers based on the number of purchase orders issued.
7. Information Systems is allocated to each of the Cost Centers based on the number of computers.
8. Contracts and Risk Management is allocated to each of the Cost Centers based on the number of employees.
9. Financial Management is allocated based on a percentage of the four remaining Cost Centers'
10. Auto Shop and Auto Shop-Canal are allocated based on the number of vehicles used.
11. Executive Office is allocated based on the amount of executive time utilized in managing each of the Systems.

**NEW JERSEY WATER SUPPLY AUTHORITY
(A COMPONENT UNIT OF THE STATE OF NEW JERSEY)**

**NOTES TO FINANCIAL SCHEDULES
YEAR ENDED JUNE 30, 2022**

NOTE 2 MANASQUAN SYSTEM ALLOCATED COST

The Manasquan Water Supply System's direct and allocated costs are then allocated between the Reservoir System and the Water Treatment Plant/Transmission System. In making this allocation the Authority adds to each System's direct expenses, the indirect costs allocated as follows:

1. Salaries and Fringe Benefits are allocated based on actual time studies performed by each employee throughout Fiscal Year 2022.
2. Vehicle related expenses are allocated based on the dollar value of vehicles held by each System.
3. Maintenance Supplies and related expenses are allocated based on the dollar value of capital equipment held by each System.
4. Office and miscellaneous expenses are allocated based on the time studies performed by each employee throughout Fiscal Year 2022.
5. Headquarters Overhead expenses are allocated based on the value of water contracts for each System.