

*Authority Budget of:* **ADOPTED COPY**

*Mount Holly Municipal Utilities Authority*

**State Filing Year**

**2020**

*For the Period:*

*January 1, 2020*

*to*

*December 31, 2020*

**www.mhmua.com**

**Authority Web Address**



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LOCAL GOVT SERVICES

*Division of Local Government Services*

# **2020 AUTHORITY BUDGET**

## **Certification Section**

2020

# MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

## AUTHORITY BUDGET

FISCAL YEAR: FROM JANUARY 1, 2020 TO DECEMBER 31, 2020

For Division Use Only

### CERTIFICATION OF APPROVED BUDGET

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

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

By:

Paul D. Cwest CPA, RMA

Date:

10/23/2019

### CERTIFICATION OF ADOPTED BUDGET

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

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

By:

Paul D. Cwest CPA, RMA

Date:

11/19/2019

# 2020 PREPARER'S CERTIFICATION


## MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

### AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2020 TO: DECEMBER 31, 2020


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

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

Preparer's Signature:			
Name:	Michael B. Dehoff		
Title:	Finance Administrator/CFO		
Address:	1 Park Drive Mount Holly, NJ 08060		
Phone Number:	609-267-0015	Fax Number:	609-267-5420
E-mail address	mdehoff@mhmu.com		

**FISCAL YEAR:** FROM: JANUARY 1, 2020 TO: DECEMBER 31, 2020

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

Officer's Signature:			
Name:	Robert G. Maybury Jr.		
Title:	Executive Director		
Address:	1 Park Drive Mount Holly, NJ 08060		
Phone Number:	609-267-0015	Fax Number:	609-267-5420
E-mail address	mayburyb@mhmu.com		



# INTERNET WEBSITE CERTIFICATION

Authority's Web Address: \_\_\_\_\_

All authorities shall maintain either an Internet website or a webpage on the municipality's or county's Internet website. The purpose of the website or webpage shall be to provide increased public access to the authority's operations and activities. N.J.S.A. 40A:5A-17.1 requires the following items to be included on the Authority's website at a minimum for public disclosure. Check the boxes below to certify the Authority's compliance with N.J.S.A. 40A:5A-17.1.

- ☒ A description of the Authority's mission and responsibilities
- ☒ Budgets for the current fiscal year and immediately preceding two prior years
- ☒ The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information (**Similar Information is such as PIE Charts, Bar Graphs etc. for such items as Revenues, Expenditures, and other information the Authority deems relevant to inform the public**)
- ☒ The complete (**All Pages**) annual audits (**Not the Audit Synopsis**) of the most recent fiscal year and immediately two prior years
- ☒ The Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- ☒ Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- ☒ The approved minutes of each meeting of the Authority including all resolutions of the board and their committees; for at least three consecutive fiscal years
- ☒ The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Authority
- ☒ A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

It is hereby certified by the below authorized representative of the Authority that the Authority's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:5A-17.1 as listed above. A check in each of the above boxes signifies compliance.

Name of Officer Certifying compliance

Robert G. Maybury Jr.

Title of Officer Certifying compliance

Executive Director

Signature



**RESOLUTION 2019-125**  
**2020 AUTHORITY BUDGET RESOLUTION**  
**MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY**

**FISCAL YEAR: FROM: JANUARY 1, TO: DECEMBER**  
**2020 31, 2020**

WHEREAS, the Annual Budget and Capital Budget for the Mount Holly Municipal Utilities Authority for the fiscal year beginning, January 1, 2020 and ending, December 31, 2020 has been presented before the governing body of the Mount Holly Municipal Utilities Authority at its open public meeting of October 10, 2019; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$13,960,000, Total Appropriations, including any Accumulated Deficit if any, of \$14,298,000 and Total Unrestricted Net Position utilized of \$338,000; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$4,540,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$4,540,000; and

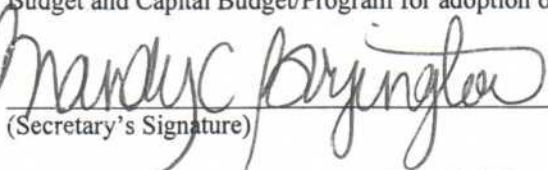
WHEREAS, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt service requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

WHEREAS, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

NOW, THEREFORE BE IT RESOLVED, by the governing body of the Mount Holly Municipal Utilities Authority, at an open public meeting held on October 10, 2019 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Mount Holly Municipal Utilities Authority for the fiscal year beginning, January 1, 2020 and ending, December 31, 2020 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the governing body of the Mount Holly Municipal Utilities Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 14, 2019.


  
(Secretary's Signature)

10/10/19  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Chairman Thiessen	X			
Commissioner Silcox	X			
Commissioner Banks	X			
Commissioner Jones	X			
Commissioner LaPlaca	X			

# MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

**FISCAL YEAR:** FROM: JANUARY 1, 2020 TO: DECEMBER 31, 2020

Officer's Signature:			
Name:	Robert G. Maybury Jr		
Title:	Executive Director		
Address:	1 Park Drive Mount Holly, NJ 08060		
Phone Number:	609-267-0015	Fax Number:	609-267-5420
E-mail address	mayburyb@mhmbua.com		



# MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

**FISCAL YEAR:** FROM: JANUARY 1, 2020 TO: DECEMBER 31, 2020

WHEREAS, the Annual Budget and Capital Budget/Program for the Mount Holly Municipal Utilities Authority for the fiscal year beginning January 1, 2020 and ending, December 31, 2020 has been presented for adoption before the governing body of the Mount Holly Municipal Utilities Authority at its open public meeting of November 14, 2019; and

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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$13,960,000, Total Appropriations, including any Accumulated Deficit, if any, of \$14,298,000 and Total Unrestricted Net Position utilized of \$338,000; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$4,540,000 and Total Unrestricted Net Position planned to be utilized of \$4,540,000; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Mount Holly Municipal Utilities Authority, at an open public meeting held on November 14, 2019 that the Annual Budget and Capital Budget/Program of the Mount Holly Municipal Utilities Authority for the fiscal year beginning, January 1, 2020 and, ending, December 31, 2020 is hereby adopted and shall constitute appropriations for the purposes stated; and

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

Mandy C. Bryington  
(Secretary's Signature)

11/14/19  
(Date)

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Chairman Thiessen	<input checked="" type="checkbox"/>			
Vice Chairman Silcox	<input checked="" type="checkbox"/>			
Commissioner Banks	<input checked="" type="checkbox"/>			
Commissioner Jones	<input checked="" type="checkbox"/>			
Commissioner LaPlaca	<input checked="" type="checkbox"/>			

# **2020 AUTHORITY BUDGET**

## **Narrative and Information Section**

# 2020 AUTHORITY BUDGET MESSAGE & ANALYSIS

## MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2020 TO: DECEMBER 31, 2020

*Answer all questions below. Attach additional pages and schedules as needed.*

1. Complete a brief statement on the 2020/2020-2021 proposed Annual Budget and make comparison to the 2019/2019-2020 adopted budget for each Revenues and Appropriations. Explain any variances over +/-10% (As shown on budget pages F-2 and F-4 explain the reason for changes for each revenue and appropriation changing more than 10%) for each individual revenue and appropriation line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item.

Schedule F-2, Interest Revenue has a budgeted increase of 74.6% higher than previous year due to an increase in the interest rate from .10% to 1.75% on deposits held at our designated depository (WSFS Bank, formerly Beneficial Bank).

Schedule F-4 Supplemental, Administrative Utilities/Bank Fees has a budgeted decrease of 33% due to the Bank Fees being waived by our designated depository (WSFS Bank, formerly Beneficial Bank).

2. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program. (Example Consider New Development projects such as Housing /Commercial projects impact on the Authorities expenses or revenues)

The local/regional economy does not have an impact on the proposed Annual Budget.

3. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget and or Capital Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered.

The utilization of Unrestricted Net Position in the proposed Annual Budget is for the Municipal Appropriation for Mount Holly Township.

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

As with prior years, the County/Municipal Appropriation is to offset the Municipal Budget

5. The proposed budget must not reflect an anticipated deficit from 2020/2020-2021 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question.

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

Not Applicable

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

The schedule of the Authority's existing rate structure has not changed since the prior year budget submission.



## AUTHORITY CONTACT INFORMATION 2020

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

<b>Name of Authority:</b>	Mount Holly Municipal Utilities Authority		
<b>Federal ID Number:</b>	21-6001513		
<b>Address:</b>	1 Park Drive		
<b>City, State, Zip:</b>	Mount Holly	NJ	08060
<b>Phone: (ext.)</b>	609-267-0015	<b>Fax:</b>	609-267-5420

<b>Preparer's Name:</b>	Michael B. Dehoff		
<b>Preparer's Address:</b>	1 Park Drive		
<b>City, State, Zip:</b>	Mount Holly	NJ	08060
<b>Phone: (ext.)</b>	609-267-0015	<b>Fax:</b>	609-267-5420
<b>E-mail:</b>	<a href="mailto:mdehoff@mhmu.com">mdehoff@mhmu.com</a>		

<b>Chief Executive Officer:(1)</b>	Robert G. Maybury Jr.		
<b>Phone: (ext.)</b>	609-267-0015	<b>Fax:</b>	609-267-5420
<b>E-mail:</b>	<a href="mailto:mayburyb@mhmu.com">mayburyb@mhmu.com</a>		

<b>Chief Financial Officer(1)</b>	Michael B. Dehoff		
<b>Phone: (ext.)</b>	609-267-0015	<b>Fax:</b>	609-267-5420
<b>E-mail:</b>	<a href="mailto:mdehoff@mhmu.com">mdehoff@mhmu.com</a>		

<b>Name of Auditor:</b>	Brent Lee		
<b>Name of Firm:</b>	Brent W. Lee & Co., LLC		
<b>Address:</b>	3008 New Albany Road		
<b>City, State, Zip:</b>	Cinnaminson	NJ	08077
<b>Phone: (ext.)</b>	609-456-8804	<b>Fax:</b>	n/a
<b>E-mail:</b>	<a href="mailto:Brentlee1962@yahoo.com">Brentlee1962@yahoo.com</a>		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2020 TO: DECEMBER 31, 2020

Answer all questions below completely and attach additional information as required.

- 1) Provide the number of individuals employed in (Use Most Recent W-3 Available 2018 or 2019) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: **57**
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2018 or 2019) Transmittal of Wage and Tax Statements: **\$3,615,424.23**
- 3) Provide the number of regular voting members of the governing body: **5 (Even if not all commissioners have been appointed (Total Commissioners are either 5 or 7 (Regional Authorities may have more than 7 members) s per statute for your Authority)**
- 4) Provide the number of alternate voting members of the governing body: **n/a (Maximum is 2)**
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? **No** *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year (Most Recent Filing that March 31, 2019 or 2020 deadline has passed 2019 or 2020) because of their relationship with the Authority file the form as required? (Checked to see if individuals actually filed at <http://www.state.nj.us/dca/divisions/dlgs/resources/fds.html> before answering) **Yes** *If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.*
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? **No** *If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? **No**
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? **No**
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? **No***If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. **No** *If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*



- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. ***Attach a narrative of your Authority's procedures for all individuals listed on Page N-4 (2 of 2).*** The township of Mount Holly sets the compensation for the Commissioners. The Executive Director has an employment contract approved and authorized by the Commissioners. Performance evaluations are performed for all employees and annual pay increases are approved by the Commissioners. Employees under collective bargaining agreements are paid in accordance with those agreements.
- 11) Did the Authority pay for meals or catering during the current fiscal year? **Yes** If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.
- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? **No** If "yes," ***attach a detailed list of all travel expenses*** for the current fiscal year and provide an explanation for each expenditure listed.
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority?
- a. First class or charter travel **No**
  - b. Travel for companions **No**
  - c. Tax indemnification and gross-up payments **No**
  - d. Discretionary spending account **No**
  - e. Housing allowance or residence for personal use **No**
  - f. Payments for business use of personal residence **No**
  - g. Vehicle/auto allowance or vehicle for personal use **No**
  - h. Health or social club dues or initiation fees **No**
  - i. Personal services (i.e.: maid, chauffeur, chef) **No**
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? **Yes** If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. ***(If your authority does not allow for reimbursements indicate that in answer)***
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? **No** If "yes," attach explanation including amount paid.
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? **No** If "yes," attach explanation including amount paid.
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? **Yes** If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future. ***(If no bonded Debt answer is Not Applicable). (New Jersey Infrastructure Trust Loans are not bonded debt of an Authority)***

- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? **No** If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? **No** If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.



Mount Holly Municipal Utilities Authority  
2020 Budget Informational Questionnaire  
Page N-3 (Supplemental)

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Question 11: The following is a list of meals and catering

<u>Vendor</u>			
Shoprite/Eickhoff Supermarkets	Retirement Luncheon	\$	268.09
Old Village Pizza	Retirement Luncheon	\$	126.75
Shoprite/Eickhoff Supermarkets	Employee Appreciation Luncheon		<u>128.32</u>
		\$	523.16

*(This page is directions for filling in page (N-4 (2-of 2) ) (No answers should be entered on this page)*

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,  
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS  
MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY**

**FISCAL YEAR:** **FROM:** JANUARY 1, 2020 **TO:** DECEMBER 31, 2020

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

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

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

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

**Key employee:** An employee or independent contractor of the authority (other than a commissioner or officer) who meets both of the following criteria:

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

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

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

**Reportable compensation: (Use the Most Recent W-2 available 2018 or 2019.** The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2020, the **most recent W-2** and 1099 should be used 2019 or 2018 (60 days prior to start of budget year is November 1, 2019, with 2018 being the most recent calendar year ended), and for fiscal years ending June 30, 2020, the calendar year 2019 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2019, with 2019 being the most recent calendar year ended).

**Other Public Entity:** Any municipality, county, local authority, fire district, or other government unit, regardless of whether it is related in any way to the Authority either by function or by physical location.

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)

Mount Holly Municipal Utilities Authority																			
For the Period			January 1, 2020			to			December 31, 2020										
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
Position (Can Check more than 1 Column for each person)																			
Reportable Compensation from Authority (W-2/ 1099)																			
Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend		Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Total Compensation from Authority	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
								\$	\$										
1 Jules Thiesen	Chairman	x	x					1,500					\$ 1,500	None					\$ 1,500
2 Robert Silcox	Vice Chairman	x	x					1,500					\$ 1,500	None					\$ 1,500
3 Jason Jones	Commissioner	x	x					1,500					\$ 1,500	Mt Holly Twp	Council Member		3,000		\$ 4,500
4 Christopher Banks	Commissioner	x	x					1,500					\$ 1,500	None					\$ 1,500
5 Gina LaPlaca	Commissioner	x	x					1,500					\$ 1,500	None					\$ 1,500
6 Robert Maybury	Executive Director	40	x					132,180				15,830	\$ 148,010	None					\$ 148,010
7 Michael Dehoff	Treasurer/CFO	40	x					86,028				18,883	\$ 104,911	None					\$ 104,911
8 Brandy Boyington	Secretary	40	x					46,815				35,343	\$ 82,158	None					\$ 82,158
9 Anthony Stagliano	Safety/Special Proj.	40	x					121,433			2,400	660	\$ 124,492	None					\$ 124,492
10 David Reich	IPP Coordinator	40	x					100,060				29,671	\$ 129,731	None					\$ 129,731
11 Adam Holba	Lead Operations Supervisor	40	x					98,021				27,963	\$ 125,985	None					\$ 125,985
12 Scott Hitchner	Mechanical Maintenance Supervisor	40	x					106,169				8,703	\$ 114,871	None					\$ 114,871
13 Robert Young	Collection System Inspector Supervisor	40	x					107,930				8,703	\$ 116,632	None					\$ 116,632
14													\$ 0	0					\$ 0
15													\$ 0	0					\$ 0
Total:								\$ 806,137	\$ -	\$ -	\$ 2,400	\$ 145,755	\$ 954,291				\$ 3,000	\$ -	\$ 957,291

(1) Insert "None" in this column for each individual that does not hold a position with another Public Entity



# Schedule of Health Benefits - Detailed Cost Analysis

Mount Holly Municipal Utilities Authority  
For the Period January 1, 2020 to December 31, 2020

If Not Applicable X this box Below

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Prior year Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
<b>Active Employees - Health Benefits - Annual Cost</b>								
Single Coverage	9	\$ 12,974	\$ 116,770	10	\$ 12,720	\$ 127,200	\$ (10,430)	-8.2%
Parent & Child	6	22,962	137,773	6	22,512	135,072	2,701	2.0%
Employee & Spouse (or Partner)	6	26,083	156,501	9	25,572	230,148	(73,647)	-32.0%
Family	20	38,311	766,224	20	37,560	751,200	15,024	2.0%
Employee Cost Sharing Contribution (enter as negative - )			(267,293)			(267,735)	442	-0.2%
Subtotal	41		909,975	45		975,885	(65,910)	-6.8%
<b>Commissioners - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	#DIV/0!
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)			-			-	-	#DIV/0!
Family			-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )							-	#DIV/0!
Subtotal	0		-	0		-	-	#DIV/0!
<b>Retirees - Health Benefits - Annual Cost</b>								
Single Coverage			-			-	-	#DIV/0!
Parent & Child			-			-	-	#DIV/0!
Employee & Spouse (or Partner)	2	26,676	53,352	2	16,535	33,069	20,283	61.3%
Family			-			-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )			(36,352)			(22,444)	(13,908)	62.0%
Subtotal	2		17,000	2		10,625	6,375	60.0%
<b>GRAND TOTAL</b>	<b>43</b>		<b>\$ 926,975</b>	<b>47</b>		<b>\$ 986,510</b>	<b>\$ (59,536)</b>	<b>-6.0%</b>

Is medical coverage provided by the SHBP (Yes or No)? (Place Answer in Box)

Is prescription drug coverage provided by the SHBP (Yes or No)? (Place Answer in Box)

No	Yes or No
No	Yes or No

**Note: Remember to Enter an amount in rows for Employee Cost Sharing**



# Schedule of Accumulated Liability for Compensated Absences

Mount Holly Municipal Utilities Authority

For the Period

January 1, 2020

to

December 31, 2020

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

X Box if Authority has no Compensated Absences

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at End of Last Issued Audit Report	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit (check applicable items)			
			Approved Labor Agreement	Resolution	Individual Employment Agreement	
Union Contract	186.54	\$ 134,480	X			
Non Union	33.91	38,312		X		
Employment Contract	49.23	25,014			X	
Total liability for accumulated compensated absences at beginning of current year		\$ 197,806				

The total Amount Should agree to most recently issued audit report for the Authority

## Schedule of Shared Service Agreements

**Mount Holly Municipal Utilities Authority**

December 31, 2020

January 1, 2020

For the Period

**If No Shared Services X this Box**

***Enter the shared service agreements that the Authority currently engages in and identify the amount that is received/paid for those services.***

[illegible]

# **2020 AUTHORITY BUDGET**

## **Financial Schedules Section**

# SUMMARY

For the Period  
January 1, 2020 to December 31, 2020  
Mount Holly Municipal Utilities Authority

	FY 2020 Proposed Budget						FY 2019 Adopted Budget		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations			
REVENUES										
Total Operating Revenues	\$ 13,939,050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,939,050	\$ 13,917,000	\$ 22,050	0.2%
Total Non-Operating Revenues	20,950	-	-	-	-	-	20,950	12,000	8,950	74.6%
Total Anticipated Revenues	13,960,000	-	-	-	-	-	13,960,000	13,929,000	31,000	0.2%
APPROPRIATIONS										
Total Administration	1,776,095	-	-	-	-	-	1,776,095	1,768,250	7,845	0.4%
Total Cost of Providing Services	8,040,400	-	-	-	-	-	8,040,400	8,016,038	24,362	0.3%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,832,357	-	-	-	-	-	1,832,357	1,779,741	52,616	3.0%
Total Operating Appropriations	11,648,852	-	-	-	-	-	11,648,852	11,564,029	84,823	0.7%
Total Interest Payments on Debt	1,011,148	-	-	-	-	-	1,011,148	1,064,971	(53,823)	-5.1%
Total Other Non-Operating Appropriations	1,638,000	-	-	-	-	-	1,638,000	1,638,000	-	0.0%
Total Non-Operating Appropriations	2,649,148	-	-	-	-	-	2,649,148	2,702,971	(53,823)	-2.0%
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	14,298,000	-	-	-	-	-	14,298,000	14,267,000	31,000	0.2%
Less: Total Unrestricted Net Position Utilized	338,000	-	-	-	-	-	338,000	338,000	-	0.0%
Net Total Appropriations	13,960,000	-	-	-	-	-	13,960,000	13,929,000	31,000	0.2%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!



# Revenue Schedule

Mount Holly Municipal Utilities Authority  
For the Period January 1, 2020 to December 31, 2020

	<b>FY 2020 Proposed Budget</b>						<b>FY 2019 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations
<b>OPERATING REVENUES</b>									
<i>Service Charges</i>									
Residential	9,240,000						\$ 9,240,000	\$ -	0.0%
Business/Commercial	1,800,000						1,800,000	-	0.0%
Industrial	350,000						350,000	-	0.0%
Intergovernmental	585,000						585,000	-	0.0%
Other	450,000						450,000	-	0.0%
Total Service Charges	12,425,000	-	-	-	-	-	12,425,000	-	0.0%
<i>Connection Fees</i>									
Residential	350,000						350,000	-	0.0%
Business/Commercial	50,000						50,000	-	0.0%
Industrial	-						-	-	#DIV/0!
Intergovernmental	-						-	-	#DIV/0!
Other	-						-	-	#DIV/0!
Total Connection Fees	400,000	-	-	-	-	-	400,000	-	0.0%
<i>Parking Fees</i>									
Meters	-						-	-	#DIV/0!
Permits	-						-	-	#DIV/0!
Fines/Penalties	-						-	-	#DIV/0!
Other	-						-	-	#DIV/0!
Total Parking Fees	-	-	-	-	-	-	-	-	#DIV/0!
<i>Other Operating Revenues (List)</i>									
Bulk Waste	994,500						994,500	974,000	20,500
Rental Income	43,500						43,500	43,500	-
Miscellaneous	76,050						76,050	74,500	1,550
Type in (Grant, Other Rev)	-						-	-	#DIV/0!
Type in (Grant, Other Rev)	-						-	-	#DIV/0!
Type in (Grant, Other Rev)	-						-	-	#DIV/0!
Type in (Grant, Other Rev)	-						-	-	#DIV/0!
Type in (Grant, Other Rev)	-						-	-	#DIV/0!
Type in (Grant, Other Rev)	-						-	-	#DIV/0!
Type in (Grant, Other Rev)	-						-	-	#DIV/0!
Type in (Grant, Other Rev)	-						-	-	#DIV/0!
Total Other Revenue	1,114,050	-	-	-	-	-	1,114,050	1,092,000	22,050
Total Operating Revenues	13,939,050	-	-	-	-	-	13,939,050	13,917,000	22,050
<b>NON-OPERATING REVENUES</b>									
<i>Other Non-Operating Revenues (List)</i>									
Type in	-						-	-	#DIV/0!
Type in	-						-	-	#DIV/0!
Type in	-						-	-	#DIV/0!
Type in	-						-	-	#DIV/0!
Type in	-						-	-	#DIV/0!
Type in	-						-	-	#DIV/0!
Total Other Non-Operating Revenue	-	-	-	-	-	-	-	-	#DIV/0!
<i>Interest on Investments &amp; Deposits (List)</i>									
Interest Earned	20,950						20,950	12,000	8,950
Penalties	-						-	-	#DIV/0!
Other	-						-	-	#DIV/0!
Total Interest	20,950	-	-	-	-	-	20,950	12,000	8,950
Total Non-Operating Revenues	20,950	-	-	-	-	-	20,950	12,000	8,950
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 13,960,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,960,000</b>	<b>\$ 13,929,000</b>	<b>\$ 31,000</b>

## Prior Year Adopted Revenue Schedule

### Mount Holly Municipal Utilities Authority

#### FY 2019 Adopted Budget

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING REVENUES</b>							
<i>Service Charges</i>							
Residential	9,240,000						\$ 9,240,000
Business/Commercial	1,800,000						1,800,000
Industrial	350,000						350,000
Intergovernmental	585,000						585,000
Other	450,000						450,000
Total Service Charges	12,425,000	-	-	-	-	-	12,425,000
<i>Connection Fees</i>							
Residential	350,000						350,000
Business/Commercial	50,000						50,000
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	400,000	-	-	-	-	-	400,000
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other							-
Total Parking Fees	-	-	-	-	-	-	-
<i>Other Operating Revenues (List)</i>							
Bulk Waste	974,000						974,000
Rental Income	43,500						43,500
Miscellaneous	74,500						74,500
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Type in (Grant, Other Rev)							-
Total Other Revenue	1,092,000	-	-	-	-	-	1,092,000
Total Operating Revenues	13,917,000	-	-	-	-	-	13,917,000
<b>NON-OPERATING REVENUES</b>							
<i>Other Non-Operating Revenues (List)</i>							
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Type in							-
Other Non-Operating Revenues	-	-	-	-	-	-	-
<i>Interest on Investments &amp; Deposits</i>							
Interest Earned	12,000						12,000
Penalties							-
Other							-
Total Interest	12,000	-	-	-	-	-	12,000
Total Non-Operating Revenues	12,000	-	-	-	-	-	12,000
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 13,929,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,929,000</b>

# Appropriations Schedule

Mount Holly Municipal Utilities Authority  
For the Period January 1, 2020 to December 31, 2020

	<b>FY 2020 Proposed Budget</b>						<b>FY 2019 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	Sewer	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
<b>OPERATING APPROPRIATIONS</b>									
<i>Administration - Personnel</i>									
Salary & Wages	\$ 662,500					\$ 662,500	\$ 637,500	\$ 25,000	3.9%
Fringe Benefits	421,095					421,095	435,500	(14,405)	-3.3%
Total Administration - Personnel	1,083,595	-	-	-	-	1,083,595	1,073,000	10,595	1.0%
<i>Administration - Other (List)</i>									
Other Expense - see attached	692,500					692,500	695,250	(2,750)	-0.4%
Type in Description						-	-	-	#DIV/0!
Type in Description						-	-	-	#DIV/0!
Type in Description						-	-	-	#DIV/0!
Miscellaneous Administration*						-	-	-	#DIV/0!
Total Administration - Other	692,500	-	-	-	-	692,500	695,250	(2,750)	-0.4%
Total Administration	1,776,095	-	-	-	-	1,776,095	1,768,250	7,845	0.4%
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages	3,380,000					3,380,000	3,452,000	(72,000)	-2.1%
Fringe Benefits	1,824,550					1,824,550	1,817,650	6,900	0.4%
Total COPS - Personnel	5,204,550	-	-	-	-	5,204,550	5,269,650	(65,100)	-1.2%
<i>Cost of Providing Services - Other (List)</i>									
Other Expense - see attached	2,835,850					2,835,850	2,746,388	89,462	3.3%
Type in Description						-	-	-	#DIV/0!
Type in Description						-	-	-	#DIV/0!
Type in Description						-	-	-	#DIV/0!
Miscellaneous COPS*						-	-	-	#DIV/0!
Total COPS - Other	2,835,850	-	-	-	-	2,835,850	2,746,388	89,462	3.3%
Total Cost of Providing Services	8,040,400	-	-	-	-	8,040,400	8,016,038	24,362	0.3%
Total Principal Payments on Debt Service in Lieu of Depreciation	1,832,357	-	-	-	-	1,832,357	1,779,741	52,616	3.0%
Total Operating Appropriations	11,648,852	-	-	-	-	11,648,852	11,564,029	84,823	0.7%
<b>NON-OPERATING APPROPRIATIONS</b>									
Total Interest Payments on Debt	1,011,148	-	-	-	-	1,011,148	1,064,971	(53,823)	-5.1%
Operations & Maintenance Reserve						-	-	-	#DIV/0!
Renewal & Replacement Reserve	1,300,000					1,300,000	1,300,000	-	0.0%
Municipality/County Appropriation	338,000					338,000	338,000	-	0.0%
Other Reserves						-	-	-	#DIV/0!
Total Non-Operating Appropriations	2,649,148	-	-	-	-	2,649,148	2,702,971	(53,823)	-2.0%
<b>TOTAL APPROPRIATIONS</b>	14,298,000	-	-	-	-	14,298,000	14,267,000	31,000	0.2%
<b>ACCUMULATED DEFICIT</b>									#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	14,298,000	-	-	-	-	14,298,000	14,267,000	31,000	0.2%
<b>UNRESTRICTED NET POSITION UTILIZED</b>									
Municipality/County Appropriation	338,000	-	-	-	-	338,000	338,000	-	0.0%
Other						-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	338,000	-	-	-	-	338,000	338,000	-	0.0%
<b>TOTAL NET APPROPRIATIONS</b>	\$ 13,960,000	\$ -	\$ -	\$ -	\$ -	\$ 13,960,000	\$ 13,929,000	\$ 31,000	0.2%

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

5% of Total Operating Appropriations \$ 582,442.60 \$ - \$ - \$ - \$ - \$ - \$ 582,442.60



**Mount Holly Municipal Utilities Authority**  
For the Period January 1, 2020 to December 31, 2020

Account Description			\$ Increase (Decrease) Proposed vs. Adopted	
			Dollar	Percentage
	<b>2019 Proposed Budget</b>	<b>2020 Proposed Budget</b>		
Total Admin Salaries & Wages	637,500	662,500	25,000	3.92%
Total Payroll Taxes & PERS	\$ 210,000	\$ 210,000	\$ -	0.00%
Total Admin Health Insurance	225,500	211,095	(14,405)	-6.39%
Total Admin Employee Benefits	435,500	421,095	(14,405)	-3.31%
Total Business Insurance	325,000	342,000	17,000	5.23%
Total Admin Professional Service	171,750	161,000	(10,750)	-6.26%
Total Admin Utilities Exp / Bank Fees	50,000	33,500	(16,500)	-33.00%
Total Admin Repair & Maintenance	5,000	5,000	-	0.00%
Total Admin Office Supplies Expense	16,000	16,000	-	0.00%
Total Admin Equip Expense	25,000	25,000	-	0.00%
Total Admin Other Expenses	70,500	76,000	5,500	7.80%
Total Postage Expense	32,000	34,000	2,000	6.25%
Total Admin Other Expense	695,250	692,500	(2,750)	-0.40%
Total Admin Expense	1,768,250	1,776,095	7,845	0.44%
Total Plant Salary and Wage Expense	2,450,000	2,350,000	(100,000)	-4.08%
Total Payroll Taxes & PERS	645,000	645,000	-	0.00%
Total Plant Health Insurance Expense	816,500	812,000	(4,500)	-0.55%
Total Plant Professional Service	107,500	107,500	-	0.00%
Total Plant Utilities Expense	597,500	597,500	-	0.00%
Total Repairs and Maintenance	145,000	145,000	-	0.00%
Total Plant Misc Office / Janitorial Expense	138,500	141,500	3,000	2.17%
Total Plant Supplies	54,688	59,700	5,012	9.16%
Total Plant Other Expense	57,700	62,700	5,000	8.67%
Total Plant Advertising	1,500	1,500	-	0.00%
Total Plant Treatment Materials	233,500	238,500	5,000	2.14%
Total Sludge / Grit Disposal	700,000	750,000	50,000	7.14%
Total Penalties & Fines	0	0	-	0.00%
Total Plant Expenditures	5,947,388	5,910,900	(36,488)	-0.61%
Total Lab Salaries and Wages Expense	320,000	320,000	-	0.00%
Total Lab Health Insurance Expense	116,400	115,300	(1,100)	-0.95%
Total Lab Professional Service Expense	30,000	32,500	2,500	8.33%
Total Lab Utility Expense	0	0	-	0.00%
Total Repair and Maintenance Expense	13,500	14,500	1,000	7.41%
Total Lab Supplies Expense	33,000	35,500	2,500	7.58%
Total Lab Equipment	2,250	2,250	-	0.00%
Total Lab Other Expenses	2,550	2,750	200	7.84%
Total Lab Advertising	0	0	-	0.00%
Total Lab Expenditures	517,700	522,800	5,100	0.99%
Total Collection Sys Salary and Wages Expense	\$ 575,000	\$ 600,000	25,000	4.35%
Total Collection Health Insurance Expense	200,700	212,200	11,500	5.73%
Total Collection Sys Contracted Service Expense	50,000	52,000	2,000	4.00%
Total Collection Sys Utility Expense	339,000	339,000	-	0.00%
Total Collection Sys R&M	102,000	112,000	10,000	9.80%
Total Collection Sys Supplies Expense	22,700	24,700	2,000	8.81%

**Mount Holly Municipal Utilities Authority**  
For the Period January 1, 2020 to December 31, 2020

Account Description	2019 Proposed Budget	2020 Proposed Budget	\$ Increase (Decrease) Proposed vs. Adopted	
			Dollar	Percentage
Total Collection Sys Equipment Expense	15,750	16,500	750	4.76%
Total Collection Sys Other Expenses	7,000	7,500	500	7.14%
Total Collection Sys Advertising	0	0	-	0.00%
Total Collection Sys Treatment Materials	90,000	90,000	-	0.00%
<b>Total Coll Sys Expenditures</b>	<b>1,402,150</b>	<b>1,453,900</b>	<b>51,750</b>	<b>3.69%</b>
Total Ind Salaries & Wages Expense	107,000	110,000	3,000	2.80%
Total Ind Health Insurance Expense	39,050	40,050	1,000	2.56%
Total Ind Professional Service	0	0	-	0.00%
Total Ind Utility Expense	500	500	-	0.00%
Total Ind Repair & Maintenance Expense	0	0	-	0.00%
Total Ind Supplies Expense	0	0	-	0.00%
Total Ind Equipment	0	0	-	0.00%
Total Ind Other Expenses	2,000	2,000	-	0.00%
Total Ind Advertising	250	250	-	0.00%
<b>Total Ind Expenditures</b>	<b>148,800</b>	<b>152,800</b>	<b>4,000</b>	<b>2.69%</b>
Total Cost of Providing Services - Salaries and Wages	3,452,000	3,380,000	(72,000)	-2.09%
Total Cost of Providing Services - Employee Benefits	1,817,650	1,824,550	6,900	0.38%
Total Cost of Providing Services - Other Expenses	2,746,388	2,835,850	89,462	3.26%
<b>Total Cost of Providing Services</b>	<b>8,016,038</b>	<b>8,040,400</b>	<b>24,362</b>	<b>0.30%</b>
Debt Service Interest - Bonds	1,064,971	1,011,148	(53,823)	-5.05%
Debt Service Principal	1,779,741	1,832,357	52,616	2.96%
R&R Reserves	1,300,000	1,300,000	-	0.00%
Other Reserves	-	-	-	#DIV/0!
<b>Total Municipality/County Appropriation</b>	<b>338,000</b>	<b>338,000</b>	<b>-</b>	<b>0.00%</b>
<b>Total Expenditures</b>	<b>\$ 14,267,000</b>	<b>\$ 14,298,000</b>	<b>31,000</b>	<b>0.22%</b>

# Prior Year Adopted Appropriations Schedule

## Mount Holly Municipal Utilities Authority

### FY 2019 Adopted Budget

	Sewer	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 637,500						\$ 637,500
Fringe Benefits	435,500						435,500
Total Administration - Personnel	1,073,000	-	-	-	-	-	1,073,000
<i>Administration - Other (List)</i>							
Other Expense - See Attached	695,250						695,250
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous Administration*							-
Total Administration - Other	695,250	-	-	-	-	-	695,250
Total Administration	1,768,250	-	-	-	-	-	1,768,250
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	3,452,000						3,452,000
Fringe Benefits	1,817,650						1,817,650
Total COPS - Personnel	5,269,650	-	-	-	-	-	5,269,650
<i>Cost of Providing Services - Other (List)</i>							
Other Expense - See Attached	2,746,388						2,746,388
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous COPS*							-
Total COPS - Other	2,746,388	-	-	-	-	-	2,746,388
Total Cost of Providing Services	8,016,038	-	-	-	-	-	8,016,038
Total Principal Payments on Debt Service in Lieu of Depreciation	1,779,741	-	-	-	-	-	1,779,741
Total Operating Appropriations	11,564,029	-	-	-	-	-	11,564,029
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	1,064,971	-	-	-	-	-	1,064,971
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve	1,300,000						1,300,000
Municipality/County Appropriation	338,000						338,000
Other Reserves							-
Total Non-Operating Appropriations	2,702,971	-	-	-	-	-	2,702,971
<b>TOTAL APPROPRIATIONS</b>	14,267,000	-	-	-	-	-	14,267,000
<b>ACCUMULATED DEFICIT</b>							-
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	14,267,000	-	-	-	-	-	14,267,000
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	338,000	-	-	-	-	-	338,000
Other							-
Total Unrestricted Net Position Utilized	338,000	-	-	-	-	-	338,000
<b>TOTAL NET APPROPRIATIONS</b>	\$ 13,929,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,929,000

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

5% of Total Operating Appropriations \$ 578,201.45 \$ - \$ - \$ - \$ - \$ - \$ - \$ 578,201.45



# Debt Service Schedule - Principal

Mount Holly Municipal Utilities Authority

If Authority has no debt X this box

	Adopted Budget Year 2019	Proposed Budget Year 2020	Fiscal Year Ending in					Thereafter	Total Principal Outstanding
			2021	2022	2023	2024	2025		
Sewer									
2007 NJEIT Loan	\$ 1,181,162	\$ 1,214,756	\$ 1,241,329	\$ 1,271,167	\$ 1,308,113	\$ 1,338,070	\$ 1,378,372	\$ 2,861,643	\$ 10,613,450
2010 NJEIT Loan	99,746	98,746	98,746	98,746	103,746	78,111	28,000	127,000	633,095
2018 Refunding Bonds	490,000	510,000	540,000	565,000	590,000	625,000	650,000	11,205,000	14,685,000
Loan/Summit Energy	8,833	8,855	8,877	8,899	-	-	-	-	26,631
Total Principal	1,779,741	1,832,357	1,888,952	1,943,812	2,001,859	2,041,181	2,056,372	14,193,643	25,958,176
N/A									
Type in Issue Name	-	-	-	-	-	-	-	-	-
Type in Issue Name	-	-	-	-	-	-	-	-	-
Type in Issue Name	-	-	-	-	-	-	-	-	-
Type in Issue Name	-	-	-	-	-	-	-	-	-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name	-	-	-	-	-	-	-	-	-
Type in Issue Name	-	-	-	-	-	-	-	-	-
Type in Issue Name	-	-	-	-	-	-	-	-	-
Type in Issue Name	-	-	-	-	-	-	-	-	-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name	-	-	-	-	-	-	-	-	-
Type in Issue Name	-	-	-	-	-	-	-	-	-
Type in Issue Name	-	-	-	-	-	-	-	-	-
Type in Issue Name	-	-	-	-	-	-	-	-	-
Total Principal	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name	-	-	-	-	-	-	-	-	-
Type in Issue Name	-	-	-	-	-	-	-	-	-
Type in Issue Name	-	-	-	-	-	-	-	-	-
Type in Issue Name	-	-	-	-	-	-	-	-	-
Total Principal	-	-	-	-	-	-	-	-	-
TOTAL PRINCIPAL ALL OPERATIONS	\$ 1,779,741	\$ 1,832,357	\$ 1,888,952	\$ 1,943,812	\$ 2,001,859	\$ 2,041,181	\$ 2,056,372	\$ 14,193,643	\$ 25,958,176

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

	Moody's	Fitch	Standard & Poors
Bond Rating	A2		AA-
Year of Last Rating	12/7/2012		6/6/2018

# Debt Service Schedule - Interest

Mount Holly Municipal Utilities Authority

If Authority has no debt X this box

☐

Fiscal Year Ending in

	Adopted Budget Year 2019	Proposed Budget Year 2020	2021	2022	2023	2024	2025	Thereafter	Total Interest Payments Outstanding
<b>Sewer</b>									
2007 NJEIT Loan	\$ 308,150	\$ 280,300	\$ 250,900	\$ 220,100	\$ 187,800	\$ 153,750	\$ 118,100	\$ 121,800	\$ 1,332,750
2010 NJEIT Loan	12,850	11,400	10,440	9,480	8,520	7,360	6,200	13,000	66,400
2018 Refunding Bonds	743,882	719,381	693,881	666,881	638,631	609,132	577,882	3,269,075	7,174,863
Loan/Summit Energy	89	67	44	22	-	-	-	-	133
Total Interest Payments	1,064,971	1,011,148	955,265	896,483	834,951	770,242	702,182	3,403,875	8,574,146
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<b>TOTAL INTEREST ALL OPERATIONS</b>	\$ 1,064,971	\$ 1,011,148	\$ 955,265	\$ 896,483	\$ 834,951	\$ 770,242	\$ 702,182	\$ 3,403,875	\$ 8,574,146

# Net Position Reconciliation

Mount Holly Municipal Utilities Authority

For the Period January 1, 2020 to December 31, 2020

## FY 2020 Proposed Budget

	Sewer	N/A	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)</b>	\$ 32,151,603							\$ 32,151,603
Less: Invested in Capital Assets, Net of Related Debt (1)	18,931,680							18,931,680
Less: Restricted for Debt Service Reserve (1)	2,836,810							2,836,810
Less: Other Restricted Net Position (1)	4,300,385							4,300,385
Total Unrestricted Net Position (1)	6,082,728	-	-	-	-	-	-	6,082,728
Less: Designated for Non-Operating Improvements & Repairs								-
Less: Designated for Rate Stabilization								-
Less: Other Designated by Resolution								-
Plus: Accrued Unfunded Pension Liability (1)	8,546,149							8,546,149
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	303,538							303,538
Plus: Estimated Income (Loss) on Current Year Operations (2)								-
Plus: Other Adjustments (attach schedule)								-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	14,932,415	-	-	-	-	-	-	14,932,415
Unrestricted Net Position Utilized to Balance Proposed Budget	-	-	-	-	-	-	-	-
Unrestricted Net Position Utilized in Proposed Capital Budget	4,540,000	-	-	-	-	-	-	4,540,000
Appropriation to Municipality/County (3)	338,000	-	-	-	-	-	-	338,000
Total Unrestricted Net Position Utilized in Proposed Budget	4,878,000	-	-	-	-	-	-	4,878,000
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>	\$ 10,054,415	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,054,415
<b>Last issued Audit Report (4)</b>								

(1) Total of all operations for this line item must agree to audited financial statements.

(2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.

(3) Amount may not exceed 5% of total operating appropriations. See calculation below.

Maximum Allowable Appropriation to Municipality/County \$ 582,443 \$ - \$ - \$ - \$ - \$ - \$ - \$ 582,443  
 (4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.



2020  
MOUNT HOLLY  
MUNICIPAL  
UTILITIES  
AUTHORITY

AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2020 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

## MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2020 TO: DECEMBER 31, 2020


☒ [ X ]

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the Mount Holly Municipal Utilities Authority, on the 10<sup>th</sup> day of October, 2019.

OR

☐ [ ]

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

Officer's Signature:			
Name:	Robert G. Maybury Jr.		
Title:	Executive Director		
Address:	1 Park Drive Mount Holly, NJ 08060		
Phone Number:	609-267-0015	Fax Number:	609-267-5420
E-mail address	mayburyb@mhmuia.com		

# 2020 CAPITAL BUDGET/PROGRAM MESSAGE

## MOUNT HOLLY MUNICIPAL UTILITIES AUTHORITY

FISCAL YEAR: FROM: JANUARY 1, 2020 TO: DECEMBER 31, 2020

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

All Townships serviced by the Authority received a draft copy of the Capital Budget/Program for their review, comments and consideration.

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

There are no planned projects affecting the Master Plans in the jurisdictions serviced by the Authority.

3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?

Yes

4. If amounts are on Page CB-3 in the column Debt Authorizations. Indicate the primary source of funding the debt service for the Debt Authorizations (Example Rate Increases Funding or Other sources)

The proposed capital projects will be financed through the Renewal & Replacement reserve and Unrestricted Net Position and currently no rate increase is planned.

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

None Noted

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

None Noted

*Add additional sheets if necessary.*

# Proposed Capital Budget

Mount Holly Municipal Utilities Authority  
For the Period January 1, 2020 to December 31, 2020

		Funding Sources				
	Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Sewer</i>						
Office & Plant Equipment	\$ 30,000	\$ 30,000				
Vehicle Replacement	960,000	960,000				
Plant Improvement/Upgrades	980,000	980,000				
Collection System Upgrades	2,570,000	2,570,000				
Total	4,540,000	4,540,000	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 4,540,000</b>	<b>\$ 4,540,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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



## 5 Year Capital Improvement Plan

### Mount Holly Municipal Utilities Authority

For the Period    January 1, 2020    to    December 31, 2020

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2020	2021	2022	2023	2024	2025
<i>Sewer</i>							
Office & Plant Equipment	\$ 180,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
Vehicle Replacement	1,110,000	960,000	30,000	30,000	30,000	30,000	30,000
Plant Improvement/Upgrades	3,530,000	980,000	150,000	550,000	850,000	500,000	500,000
Collection System Upgrades	9,295,000	2,570,000	970,000	920,000	1,970,000	1,695,000	1,170,000
<b>Total</b>	<b>14,115,000</b>	<b>4,540,000</b>	<b>1,180,000</b>	<b>1,530,000</b>	<b>2,880,000</b>	<b>2,255,000</b>	<b>1,730,000</b>
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>\$ 14,115,000</b>	<b>\$ 4,540,000</b>	<b>\$ 1,180,000</b>	<b>\$ 1,530,000</b>	<b>\$ 2,880,000</b>	<b>\$ 2,255,000</b>	<b>\$ 1,730,000</b>

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.

## 5 Year Capital Improvement Plan Funding Sources

### Mount Holly Municipal Utilities Authority

For the Period January 1, 2020 to December 31, 2020

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<b>Sewer</b>						
Office & Plant Equipment	\$ 180,000	\$ 180,000				
Vehicle Replacement	1,110,000	1,110,000				
Plant Improvement/Upgrades	3,530,000	1,530,000	2,000,000			
Collection System Upgrades	9,295,000	3,495,000	5,800,000			
<b>Total</b>	<b>14,115,000</b>	<b>6,315,000</b>	<b>7,800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>\$ 14,115,000</b>	<b>\$ 6,315,000</b>	<b>\$ 7,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	\$ 14,115,000					
Balance check		- If amount is other than zero, verify that projects listed above match projects listed on CB-4.				

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.