

2021 (2021-2022) AUTHORITY BUDGET

Certification Section

2021 (2021-2022)

Monmouth County Improvement Authority
(Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM August 1, 2021 TO July 31, 2022

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

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

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

By: _____ Date: _____

2021 (2021-2022) PREPARER'S CERTIFICATION


Monmouth County Improvement Authority (Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: August 1, 2021 **TO:** July 31, 2022

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:	Marion Masnick		
Title:	Secretary		
Address:	1 East Main Street Freehold, NJ 07728		
Phone Number:	732-308-2975	Fax Number:	732-409-4821
E-mail address	Marion.Masnick@co.monmuoth.nj.us		

2021 (2021-2022) APPROVAL CERTIFICATION


Monmouth County Improvement Authority (Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: August 1, 2021 **TO:** July 31, 2022

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Monmouth County Improvement Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 10th day of December, 2021.

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:	Marion Masnick		
Title:	Secretary		
Address:	1 East Main Street Freehold, NJ 07728		
Phone Number:	732-308-2975	Fax Number:	732-409-4821
E-mail address	Marion.Masnick@co.monmouth.nj.us		

INTERNET WEBSITE CERTIFICATION

Authority's Web Address:

Visitmonmouth.com

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

- A description of the Authority's mission and responsibilities
- 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

Marion Masnick

Title of Officer Certifying compliance

Secretary

Signature



2021 (2021-2022) AUTHORITY BUDGET RESOLUTION

Monmouth County Improvement Authority

(Name)

Important --The Amounts on this page need to agree with budget pages F-1 and CB-3. Fill these amounts in after you finalize the amounts on pages F-1 and CB-3. Re-check before this resolution is adopted

FISCAL YEAR: FROM: August 1, 2021 TO: July 31, 2022

WHEREAS, the Annual Budget and Capital Budget for the Monmouth County Improvement Authority for the fiscal year beginning, 8-1-21 and ending, 7-31-22 has been presented before the governing body of the Monmouth County Improvement Authority at its open public meeting of December 10, 2021; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$ 84,000, Total Appropriations, including any Accumulated Deficit if any, of \$ 102,000 and Total Unrestricted Net Position utilized of \$18,000; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$ -0- and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$ -0-; 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 Monmouth County Improvement Authority, at an open public meeting held on December 10, 2021 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Monmouth County Improvement Authority for the fiscal year beginning, August 1, 2021 and ending, July 31, 2022 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 Monmouth County Improvement Authority will consider the Annual Budget and Capital Budget/Program for adoption on January 13, 2022.


(Secretary's Signature)

(Date) 12-10-21

Governing Body Member:	Recorded Vote			
	Aye	Nay	Abstain	Absent
Comm. Nicastro				x
Comm. Buontempo	x			
Comm. Melnick	x			
Comm. Barham	x			

Note Fill in the name of Each Commissioner and indicate their recorded Vote

2021 (2021-2022) ADOPTION CERTIFICATION

Monmouth County Improvement Authority (Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: August 1, 2021 **TO:** July 31, 2022

Note: This is filled on for Adoption of the Budget Don't fill in for Introduction of the Budget

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Monmouth County Improvement Authority, pursuant to N.J.A.C. 5:31-2.3, on the ___ day of, _____, _____.

Officer's Signature:			
Name:	Marion Masnick		
Title:	Secretary		
Address:	1 East Main Street Freehold, NJ 07728		
Phone Number:	721-308-2975	Fax Number:	732-409-4821
E-mail address	Marion.Masnick@co.monmouth.nj.us		

2021 (2021-2022) ADOPTED BUDGET RESOLUTION

This resolution is for Adoption of the Budget Only Don't use for introduction of the Budget

Note Fill in the name of Each Commissioner and indicate their recorded Vote

Monmouth County Improvement Authority (Name) AUTHORITY

FISCAL YEAR: FROM: August 1, 2021 TO: July 31, 2022

WHEREAS, the Annual Budget and Capital Budget/Program for the Monmouth County Improvement Authority for the fiscal year beginning ___August 1, ___2021 and ending, July 31, 2022 has been presented for adoption before the governing body of the Monmouth County Improvement Authority at its open public meeting of _____; 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 \$ ___84,000_____, Total Appropriations, including any Accumulated Deficit, if any, of \$ ___102,000_____ and Total Unrestricted Net Position utilized of \$ ___18,000_____; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$ ___-0-_____ and Total Unrestricted Net Position planned to be utilized of \$ ___-0-_____; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Monmouth County Improvement Authority, at an open public meeting held on _____ that the Annual Budget and Capital Budget/Program of the Monmouth County Improvement Authority for the fiscal year beginning, _____ and, ending, _____ is hereby adopted and shall constitute appropriations for the purposes stated; and

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

(Secretary's Signature)

(Date)

Governing Body
Member:

Recorded Vote
Aye Nay Abstain Absent

Note Fill in the name of Each Commissioner and indicate their recorded Vote

2021 (2021-2022) AUTHORITY BUDGET

Narrative and Information Section

2021 (2021-2022) AUTHORITY BUDGET MESSAGE & ANALYSIS

Monmouth County Improvement Authority (Name)

AUTHORITY BUDGET

FISCAL YEAR: FROM: August 1, 2021 TO: July 31, 2022

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

1. Complete a brief statement on the 2021/2021-2022 proposed Annual Budget and make comparison to the 2020/2020-2021 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. **Our financing fees revenue budget was reduced by \$15,000 for this budget as we have one less known financing due to the final payoff on the FMERA note. At this time, we are only aware of 2 financings for this year and the \$70,000 is a good estimate of the financing fees. Generally our Financial Advisor and our Attorney only get paid from the Financings and do not get paid for any additional meetings. Due to ongoing due diligence with the FMERA Note rollover, our attorneys have both continued to spend significant extra hours than they would normally spend and the MCIA approved them to get paid for these hours requiring an increase of an additional \$2,000, over and above the \$5,000 that was added last year. Our Financial Advisor was not required to spend additional time this year and we were able to reduce that budget line item by the \$2,500 that it was increased in the prior budget. We had to increase our advertising budget to cover increases in the cost of ads by \$1,000.**

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)MCIA has no Capital Budget and as a financing vehicle only, there will be no impact on the 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 MCIA is using unrestricted fund balance to balance the budget since the anticipated financing revenue will be lower than our anticipated expenses. If any other deals move forward that are unknown at this time, the use of the unrestricted fund balance may not be necessary.**

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.). **The MCIA and the County have operated under a Shared Service Agreement since 2009 for accounting and record keeping services at a fee of \$12,500 annually.**

5. The proposed budget must not reflect an anticipated deficit from 2021/2021-2022 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. N/A

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

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 MCIA is charging a one-time financing fee as the Local Finance Board recommended, a rate or .125% of the deal. There will be no change to the rate structure for 2022.**

AUTHORITY CONTACT INFORMATION 2021 (2021-2022)

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

Name of Authority:	Monmoutyh County Improvement Authority		
Federal ID Number:	22-2775492		
Address:	1 East Main Street		
City, State, Zip:	Freehold	NJ	07728
Phone: (ext.)	732-308-2975	Fax:	732-409-4821

Preparer's Name:	Marion Masnick		
Preparer's Address:	1 East Main Street		
City, State, Zip:	Freehold	NJ	07728
Phone: (ext.)	732-308-2975	Fax:	732-409-4821
E-mail:	Marion.Masnick@co.monmouth.nj.us		

Chief Executive Officer:(1)	William C. Barham, Chairman		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	732-308-2975	Fax:	732-409-4821
E-mail:	Marion.Masnick@co.monmouth.nj.us		

Chief Financial Officer(1)	Gregory Buontempo, Treasurer		
(1) Or person who performs these functions under another Title			
Phone: (ext.)	732-308-2975	Fax:	732-409-4821
E-mail:	Marion.Masnick@co.monmouth.nj.us		

Name of Auditor:	Robert Hulsart		
Name of Firm:	Robert A.Hulsart & Co.		
Address:	2807 Hurley Pond Road, Suite 1000		
City, State, Zip:	Wall	NJ	07719
Phone: (ext.)	732-681-4990	Fax:	732-280-8888
E-mail:	Rah@monmouth.com		

AUTHORITY INFORMATIONAL QUESTIONNAIRE

Monmouth County Improvement Authority

(Name)

FISCAL YEAR: FROM: August 1, 2021 TO: July 31, 2022

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 2019 or 2020) as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: 0
- 2) Provide the amount of total salaries and wages as reported on the Authority's Form W-3, (Use Most Recent W-3 Available 2019 or 2020) Transmittal of Wage and Tax Statements: 0
- 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: 0 (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, 2020 or 2021 deadline has passed 2020 or 2021) 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? NOIf 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 Authorities procedures for all individuals listed on Page N-4 (2 of 2).**

- 11) Did the Authority pay for meals or catering during the current fiscal year? NO 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?
- First class or charter travel NO
 - Travel for companions NO
 - Tax indemnification and gross-up payments NO
 - Discretionary spending account NO
 - Housing allowance or residence for personal use NO
 - Payments for business use of personal residence NO
 - Vehicle/auto allowance or vehicle for personal use NO
 - Health or social club dues or initiation fees NO
 - 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? N/A 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.

RESPONSE FOR PAGE N-3

Question 10

The MCIA compensates the Secretary only. Salary was Agreed to by the Commissioners and is increased with A Cost of Living increase equal to the increase given by The County of Monmouth.

(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**

Monmouth County Improvement Authority

(Name)

FISCAL YEAR: FROM: August 1, 2021 TO: July 31, 2022

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 2019 or 2020.** 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, 2021, the most recent W-2 and 1099 should be used 2020 or 2019 (60 days prior to start of budget year is November 1, 2020, with 2019 being the most recent calendar year ended), and for fiscal years ending June 30, 2021, the calendar year 2020 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2021, with 2020 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.

2021 (2021-2022) AUTHORITY BUDGET

Financial Schedules Section

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

Monmouth County Improvement Authority

For the Period August 1, 2021 to July 31, 2021

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 Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Positions at 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	William C. Barham	Chairman	1	x								\$ -	Rumson Borough	Planning Board	\$ 2	\$ -		\$ -	
2	Andrew Melnick	Vice-Chairman	1	x								0	None					0	
3	Gregory Buontempo	Treasurer	1	x								0	Holmdel Township	Mayor	4	4,000		4,000	
4	Robert Nicasro	Commissioner	1	x								0	None					0	
5	Vacant	Commissioner	0	x								0	None					0	
6	Marion Masnick	Secretary	7		x			45,050			3,450	48,500	County of Monmouth	Clerk of the Boar	35	113,068	56,785	218,353	
7												0						0	
8												0						0	
9												0						0	
10												0						0	
11												0						0	
12												0						0	
13												0						0	
14												0						0	
15												0						0	
Total:								\$ 45,050	\$ -	\$ -	\$ 3,450	\$ 48,500				\$ 117,068	\$ 56,785	\$ 222,353	

(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

Monmouth County Improvement Authority

For the Period August 1, 2021 to July 31, 2021

If Not Applicable X this box Below

X

	# 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)
Active Employees - Health Benefits - Annual Cost								
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!
Commissioners - Health Benefits - Annual Cost								
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!
Retirees - Health Benefits - Annual Cost								
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!
GRAND TOTAL	0		\$ -	0		\$ -	\$ -	#DIV/0!

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

	Yes or No
--	-----------

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

	Yes or No
--	-----------

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

SUMMARY

Monmouth County Improvement Authority
For the Period **August 1, 2021** to **July 31, 2021**

	FY 2022 Proposed Budget						FY 2020 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	County Improvem	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
REVENUES										
Total Operating Revenues	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ 85,000	\$ (15,000)	-17.6%
Total Non-Operating Revenues	14,000	-	-	-	-	-	14,000	14,000	-	0.0%
Total Anticipated Revenues	84,000	-	-	-	-	-	84,000	99,000	(15,000)	-15.2%
APPROPRIATIONS										
Total Administration	102,000	-	-	-	-	-	102,000	99,000	3,000	3.0%
Total Cost of Providing Services	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Operating Appropriations	102,000	-	-	-	-	-	102,000	99,000	3,000	3.0%
Total Interest Payments on Debt	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	-	-	-	-	-	-	-	-	-	#DIV/0!
Accumulated Deficit	-	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	102,000	-	-	-	-	-	102,000	99,000	3,000	3.0%
Less: Total Unrestricted Net Position Utilized	18,000	-	-	-	-	-	18,000	-	18,000	#DIV/0!
Net Total Appropriations	84,000	-	-	-	-	-	84,000	99,000	(15,000)	-15.2%
ANTICIPATED SURPLUS (DEFICIT)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

**MONMOUTH COUNTY IMPROVEMENT AUTHORITY
FOR BUDGET YEAR 2021 (2021-2022)**

OTHER EXPENSES:

PROFESSIONAL SERVICES	
FINANCIAL ACCOUNTING	12,500
AUDIT	15,000
LEGAL	<u>7,000</u>
TOTAL PROFESSIONAL SERVICES:	<u>34,500</u>
ADVERTISING	1,750
INSURANCE	5,000
OFFICE EXPENSE:	
PRINTING	2,000
SUPPLIES	2,000
EQUIPMENT MAINTENDANCE	1,000
DUES & SUBSCRIPTIONS	<u>200</u>
TOTAL OFFICE EXPENSE:	<u>5,200</u>
TRAVEL, MEETING, AND SEMINARS	6,500
MISCELLANEOUS	<u>550</u>
TOTAL OTHER EXPENSES:	<u>53,500</u>

Prior Year Adopted Revenue Schedule

Monmouth County Improvement Authority

FY 2020 Adopted Budget

	County	N/A	N/A	N/A	N/A	N/A	Total All	
	Improveme	N/A	N/A	N/A	N/A	N/A	Operations	
OPERATING REVENUES								
<i>Service Charges</i>								
Residential							\$	-
Business/Commercial							-	
Industrial							-	
Intergovernmental							-	
Other							-	
Total Service Charges	-	-	-	-	-	-	-	
<i>Connection Fees</i>								
Residential								-
Business/Commercial							-	
Industrial							-	
Intergovernmental							-	
Other							-	
Total Connection Fees	-	-	-	-	-	-	-	
<i>Parking Fees</i>								
Meters								-
Permits							-	
Fines/Penalties							-	
Other							-	
Total Parking Fees	-	-	-	-	-	-	-	
<i>Other Operating Revenues (List)</i>								
Authority Financing Fees on Bonds Sold	85,000						85,000	
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)							-	
Type in (Grant, Other Rev)							-	
Total Other Revenue	85,000	-	-	-	-	-	85,000	
Total Operating Revenues	85,000	-	-	-	-	-	85,000	
NON-OPERATING REVENUES								
<i>Other Non-Operating Revenues (List)</i>								
Type in								-
Type in							-	
Type in							-	
Type in							-	
Type in							-	
Type in							-	
Total Other Non-Operating Revenues	-	-	-	-	-	-	-	
<i>Interest on Investments & Deposits</i>								
Interest Earned								14,000
Penalties							-	
Other							-	
Total Interest	14,000	-	-	-	-	-	14,000	
Total Non-Operating Revenues	14,000	-	-	-	-	-	14,000	
TOTAL ANTICIPATED REVENUES	\$ 99,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 99,000	

Appropriations Schedule

Monmouth County Improvement Authority
For the Period August 1, 2021 to July 31, 2021

	FY 2022 Proposed Budget						FY 2020 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	County Improvem	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations	
							Total All Operations	All Operations	All Operations	
OPERATING APPROPRIATIONS										
<i>Administration - Personnel</i>										
Salary & Wages	\$ 45,050						\$ 45,050	\$ 42,725	\$ 2,325	5.4%
Fringe Benefits	3,450						3,450	3,275	175	5.3%
Total Administration - Personnel	48,500	-	-	-	-	-	48,500	46,000	2,500	5.4%
<i>Administration - Other (List)</i>										
See Attached Listing	53,500						53,500	53,000	500	0.9%
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Miscellaneous Administration*							-	-	-	#DIV/0!
Total Administration - Other	53,500	-	-	-	-	-	53,500	53,000	500	0.9%
Total Administration	102,000	-	-	-	-	-	102,000	99,000	3,000	3.0%
<i>Cost of Providing Services - Personnel</i>										
Salary & Wages							-	-	-	#DIV/0!
Fringe Benefits							-	-	-	#DIV/0!
Total COPS - Personnel							-	-	-	#DIV/0!
<i>Cost of Providing Services - Other (List)</i>										
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Miscellaneous COPS*							-	-	-	#DIV/0!
Total COPS - Other							-	-	-	#DIV/0!
Total Cost of Providing Services							-	-	-	#DIV/0!
Total Principal Payments on Debt Service in Lieu of Depreciation							-	-	-	#DIV/0!
Total Operating Appropriations	102,000	-	-	-	-	-	102,000	99,000	3,000	3.0%
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt							-	-	-	#DIV/0!
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve							-	-	-	#DIV/0!
Municipality/County Appropriation							-	-	-	#DIV/0!
Other Reserves							-	-	-	#DIV/0!
Total Non-Operating Appropriations							-	-	-	#DIV/0!
TOTAL APPROPRIATIONS	102,000	-	-	-	-	-	102,000	99,000	3,000	3.0%
ACCUMULATED DEFICIT							-	-	-	#DIV/0!
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	102,000	-	-	-	-	-	102,000	99,000	3,000	3.0%
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation							-	-	-	#DIV/0!
Other	18,000						18,000	-	18,000	#DIV/0!
Total Unrestricted Net Position Utilized	18,000						18,000	-	18,000	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 84,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 84,000	\$ 99,000	\$ (15,000)	-15.2%

* 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 \$5,100.00 \$ - \$ - \$ - \$ - \$ - \$ - \$ 5,100.00

Prior Year Adopted Appropriations Schedule

Monmouth County Improvement Authority

FY 2020 Adopted Budget

	County Improve	N/A	N/A	N/A	N/A	N/A	Total All Operations
OPERATING APPROPRIATIONS							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 42,725						\$ 42,725
Fringe Benefits	3,275						3,275
Total Administration - Personnel	46,000	-	-	-	-	-	46,000
<i>Administration - Other (List)</i>							
See Attached Listing	53,000						53,000
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous Administration*							-
Total Administration - Other	53,000	-	-	-	-	-	53,000
Total Administration	99,000	-	-	-	-	-	99,000
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages							-
Fringe Benefits							-
Total COPS - Personnel	-	-	-	-	-	-	-
<i>Cost of Providing Services - Other (List)</i>							
Type In Description							-
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous COPS*							-
Total COPS - Other	-	-	-	-	-	-	-
Total Cost of Providing Services	-	-	-	-	-	-	-
Total Principal Payments on Debt Service in Lieu of Depreciation	-	-	-	-	-	-	-
Total Operating Appropriations	99,000	-	-	-	-	-	99,000
NON-OPERATING APPROPRIATIONS							
Total Interest Payments on Debt	-	-	-	-	-	-	-
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	-	-	-	-	-	-	-
TOTAL APPROPRIATIONS	99,000	-	-	-	-	-	99,000
ACCUMULATED DEFICIT							-
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT	99,000	-	-	-	-	-	99,000
UNRESTRICTED NET POSITION UTILIZED							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other							-
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-
TOTAL NET APPROPRIATIONS	\$ 99,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 99,000

* 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 \$4,950.00 \$ - \$ - \$ - \$ - \$ - \$ 4,950.00

Debt Service Schedule - Principal

If Authority has no debt X this box	X	Monmouth County Improvement Authority							Total Principal Outstanding
		<i>Fiscal Year Ending in</i>							
	Adopted Budget Year 2020	Proposed Budget Year 2022	2023	2024	2025	2026	2027	Thereafter	
<i>Monmouth County Improvement Authority</i>									
Type in Issue Name									\$ -
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Principal	-	-	-	-	-	-	-	-	-
TOTAL PRINCIPAL ALL OPERATIONS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

	<i>Moody's</i>	<i>Fitch</i>	<i>Standard & Poors</i>
Bond Rating	_____	_____	_____
Year of Last Rating	_____	_____	_____

Debt Service Schedule - Interest

Monmouth County Improvement Authority

If Authority has no debt X this box X

Fiscal Year Ending in

	Adopted Budget Year 2020	Proposed Budget Year 2022	2023	2024	2025	2026	2027	Thereafter	Total Interest Payments Outstanding
<i>Monmouth County Improvement Authority</i>									
Type in Issue Name									\$ -
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
<i>N/A</i>									
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Type in Issue Name									-
Total Interest Payments	-	-	-	-	-	-	-	-	-
TOTAL INTEREST ALL OPERATIONS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Net Position Reconciliation

Monmouth County Improvement Authority

For the Period August 1, 2021 to July 31, 2021

FY 2022 Proposed Budget

	County Improve	N/A	N/A	N/A	N/A	N/A	Total All Operations
TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)	\$ 802,533						\$ 802,533
Less: Invested in Capital Assets, Net of Related Debt (1)							-
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)							-
Total Unrestricted Net Position (1)	802,533	-	-	-	-	-	802,533
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)							-
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							-
Plus: Estimated Income (Loss) on Current Year Operations (2)	70,266						70,266
Plus: Other Adjustments (attach schedule)							-
UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET	872,799	-	-	-	-	-	872,799
Unrestricted Net Position Utilized to Balance Proposed Budget	18,000	-	-	-	-	-	18,000
Unrestricted Net Position Utilized in Proposed Capital Budget	-	-	-	-	-	-	-
Appropriation to Municipality/County (3)	-	-	-	-	-	-	-
Total Unrestricted Net Position Utilized in Proposed Budget	18,000	-	-	-	-	-	18,000
PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR Last issued Audit Report (4)	\$ 854,799	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 854,799

(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 \$ 5,100 \$ - \$ - \$ - \$ - \$ - \$ 5,100

(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.

2021 (2021-2022)

Monmouth County Improvement Authority
(Name)

AUTHORITY
CAPITAL
BUDGET/
PROGRAM

2021 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

Monmouth County Improvement Authority (Name)

FISCAL YEAR: FROM: August 1, 2021 **TO:** July 31, 2022


enter X to the left if this paragraph is applicable

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 _____ Authority, on the _____ day of _____, _____.

OR

enter X to the left if this paragraph is applicable

It is hereby certified that the governing body of the Monmouth County Improvement Authority 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): Financing Agency only.

Officer's Signature:			
Name:	Marion Masnick		
Title:	Secretary		
Address:	1 East Main Street Freehold, NJ 07728		
Phone Number:	732-308-2975	Fax Number:	732-409-4821
E-mail address	Marion.Masnick@co.monmouth.nj.us		

2021 (2021-2022) CAPITAL BUDGET/PROGRAM MESSAGE

Monmouth County Improvement Authority (Name)

FISCAL YEAR: FROM: August 1, 2021 TO: July 31, 2022

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?
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?
3. Has a long-term (5 years or more) infrastructure needs and other capital items (Vehicles, Equipment) needs assessment been prepared?
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)
5. Please indicate which capital projects/project financings are being undertaken in the Metropolitan or Suburban Planning Areas as defined in the State Development and Redevelopment Plan.
6. Please indicate which capital projects/project financings are being undertaken within the boundary of a State Planning Commission-designated Center and/or Endorsed Plan and if the project was included in the Plan Implementation Agenda for that Center/Endorsed Plan.

Add additional sheets if necessary.