

*Authority Budget of:*

**ADOPTED COPY**

*Essex County Improvement Authority*

State Filing Year

2021

**APPROVED COPY**

*For the Period:*

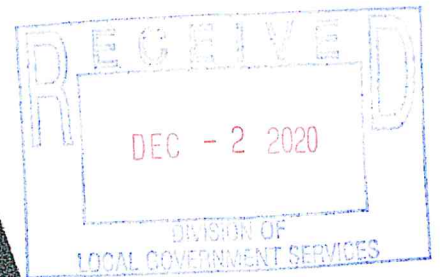
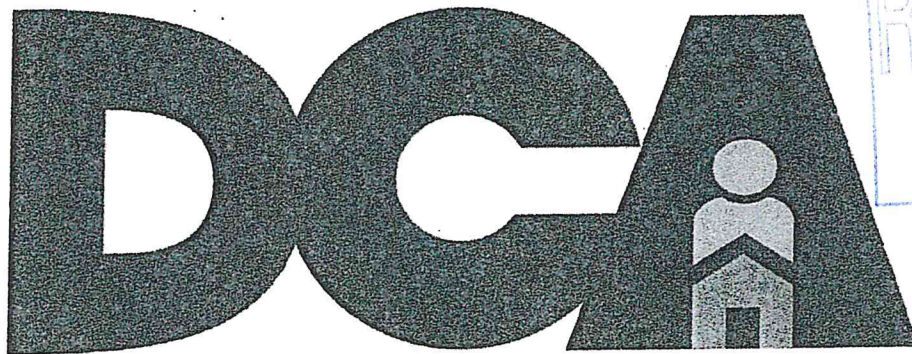
*January 1, 2021*

*to*

*December 31, 2021*

[www.ecianj.com](http://www.ecianj.com)

Authority Web Address



NJ DEPARTMENT OF  
**Community Affairs**



*Division of Local Government Services*

# **2021 AUTHORITY BUDGET**

## **Certification Section**

2021

**ESSEX COUNTY IMPROVEMENT AUTHORITY**

(Name)

**AUTHORITY BUDGET**

**FISCAL YEAR: FROM JANUARY 1, 2021 TO DECEMBER 31, 2021**

**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. Cwert CPA, RMA Date: 11/23/2020

**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. Cwert CPA, RMA Date: 12/3/2020

# 2021 PREPARER'S CERTIFICATION

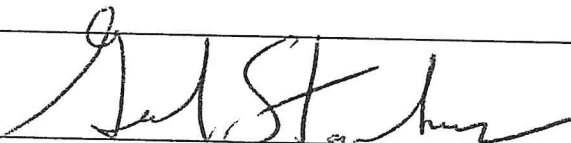
## ESSEX COUNTY IMPROVEMENT AUTHORITY (Name)

### AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2021 TO: DECEMBER 31, 2021

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:	Gerard Stankiewicz		
Title:	Partner, CPA, RMA, PSA		
Address:	36 West Main Street, Suite 303 Freehold, NJ 07728		
Phone Number:	732-780-2600	Fax Number:	732-780-1030
E-mail address	gstank@sklein-cpa.com		



# 2021 PREPARER'S CERTIFICATION

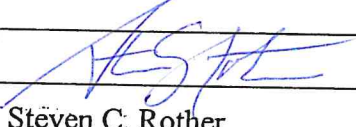
## ESSEX COUNTY IMPROVEMENT AUTHORITY (Name)

### AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2021 TO: DECEMBER 31, 2021

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 Essex County Improvement Authority, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 27<sup>th</sup> day of October, 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:	Steven C. Rother		
Title:	Executive Director		
Address:	27 Wright Way Fairfield, NJ 07004		
Phone Number:	973-575-0952	Fax Number:	973-808-0528
E-mail address	SRother@postpolak.com lsapinski@ecia.essexcountynj.org		

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address:

www.ecianj.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.

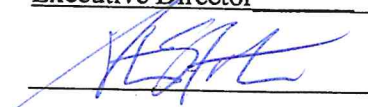
Name of Officer Certifying compliance

Steven C. Rother

Title of Officer Certifying compliance

Executive Director

Signature



# 2021 AUTHORITY BUDGET RESOLUTION

## ESSEX COUNTY IMPROVEMENT AUTHORITY

(Name)

**FISCAL YEAR: FROM: JANUARY 1, 2021 TO: DECEMBER 31, 2021**

WHEREAS, the Annual Budget and Capital Budget for the Essex County Improvement Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 has been presented before the governing body of the Essex County Improvement Authority at its open public meeting of October 27, 2020; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$10,563,675, Total Appropriations, including any Accumulated Deficit if any, of \$10,563,675 and Total Unrestricted Net Position utilized of NONE ; and

WHEREAS, the Capital Budget as introduced reflects Total Capital Appropriations of \$4,525,000 and Total Unrestricted Net Position planned to be utilized as funding thereof, of \$0.00; 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 Essex County Improvement Authority, at an open public meeting held on October 27, 2020 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the Essex County Improvement Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 is hereby approved; and

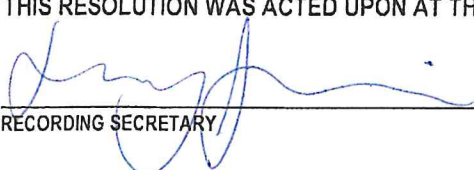
BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Authority's outstanding debt obligations, capital lease arrangements, service contracts,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

BE IT FURTHER RESOLVED, that the governing body of the Essex County Improvement Authority will consider the Annual Budget and Capital Budget/Program for adoption on November 24, 2020.

RESOLUTION MOVED BY: COMMISSIONER Brown SECONDED BY: COMMISSIONER Ross

COMMISSIONER	YES	NO	ABSTAIN	ABSENT	COMMISSIONER	YES	NO	ABSTAIN	ABSENT
BROWN	<input checked="" type="checkbox"/>				STANZIALE	<input checked="" type="checkbox"/>			
DUNEC				<input checked="" type="checkbox"/>	YUSTEIN	<input checked="" type="checkbox"/>			
ROSS	<input checked="" type="checkbox"/>				KLINGHOFFER	<input checked="" type="checkbox"/>			
SPIESBACH				<input checked="" type="checkbox"/>					

THIS RESOLUTION WAS ACTED UPON AT THE MEETING OF October 27, 2020

  
RECORDING SECRETARY



# 2021 ADOPTION CERTIFICATION

## ESSEX COUNTY IMPROVEMENT AUTHORITY

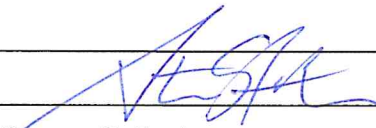
(Name)

### AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2021 TO: DECEMBER 31, 2021

**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 Essex County Improvement Authority, pursuant to N.J.A.C. 5:31-2.3, on the 24<sup>th</sup> day of, November, 2020.

Officer's Signature:			
Name:	Steven C. Rother		
Title:	Executive Director		
Address:	27 Wright Way Fairfield, NJ 07004		
Phone Number:	973-575-0952	Fax Number:	973-808-0528
E-mail address	<u>SRother@postpolak.com</u> lsapinski@ecia.essexcountynj.org		

**2021 ADOPTED BUDGET RESOLUTION****ESSEX COUNTY IMPROVEMENT AUTHORITY**

(Name)

**AUTHORITY****FISCAL YEAR: FROM: JANUARY 1, 2021 TO: DECEMBER 31, 2021**

WHEREAS, the Annual Budget and Capital Budget/Program for the Essex County Improvement Authority for the fiscal year beginning January 1, 2021 and ending, December 31, 2021 has been presented for adoption before the governing body of the Essex County Improvement Authority at its open public meeting of November 24, 2020; 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 \$ 10,563,675, Total Appropriations, including any Accumulated Deficit, if any, of \$10,563,675 and Total Unrestricted Net Position utilized of NONE; and

WHEREAS, the Capital Budget as presented for adoption reflects Total Capital Appropriations of \$4,525,000 and Total Unrestricted Net Position planned to be utilized of \$0.00; and

NOW, THEREFORE BE IT RESOLVED, by the governing body of Essex County Improvement Authority, at an open public meeting held on December 30, 2020 that the Annual Budget and Capital Budget/Program of the Essex County Improvement Authority for the fiscal year beginning, January 1, 2021 and ending, December 31, 2021 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.

RESOLUTION MOVED BY: COMMISSIONER Spiesbach SECONDED BY: COMMISSIONER Yustein

COMMISSIONER	YES	NO	ABSTAIN	ABSENT	COMMISSIONER	YES	NO	ABSTAIN	ABSENT
BROWN				X	STANZIALE	X			
DUNEC				X	YUSTEIN	X			
ROSS				X	KLINGHOFFER	X			
SPIESBACH	X								

THIS RESOLUTION WAS ACTED UPON AT THE MEETING OF November 24, 2020

  
RECORDING SECRETARY



# **2021 AUTHORITY BUDGET**

## **Financial Schedules Section**

# SUMMARY

For the Period  
January 1, 2021  
Essex County Improvement Authority  
to  
December 31, 2021

	FY 2021 Proposed Budget					FY 2020 Adopted Budget		% Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Juror Parking	Airport	Sportsplex Garage	Administration	N/A	Total All Operations	Total All Operations		
<b>REVENUES</b>									
Total Operating Revenues	\$ 3,205,875	\$ 5,722,450	\$ 350,350	\$ 1,285,000	\$ -	\$ 10,563,675	\$ 10,069,286	\$ 494,389	4.9%
Total Non-Operating Revenues	-	-	-	-	-	-	-	-	-
Total Anticipated Revenues	3,205,875	5,722,450	350,350	1,285,000	-	10,563,675	10,069,286	494,389	4.9%
<b>APPROPRIATIONS</b>									
Total Administration	-	-	-	1,285,000	-	1,285,000	1,285,000	-	#DIV/0!
Total Cost of Providing Services	2,495,125	4,179,100	350,350	-	-	7,024,575	7,145,398	(120,823)	-1.7%
Total Principal Payments on Debt Service in Lieu of Depreciation	645,000	1,080,000	-	-	-	1,725,000	1,285,000	440,000	34.2%
Total Operating Appropriations	3,140,125	5,259,100	350,350	1,285,000	-	10,034,575	9,715,398	319,177	3.3%
Total Interest Payments on Debt	65,750	463,350	-	-	-	529,100	353,888	175,212	49.5%
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Appropriations	65,750	463,350	-	-	-	529,100	353,888	175,212	49.5%
Accumulated Deficit	-	-	-	-	-	-	-	-	#DIV/0!
Total Appropriations and Accumulated Deficit	3,205,875	5,722,450	350,350	1,285,000	-	10,563,675	10,069,286	494,389	4.9%
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-	-
Net Total Appropriations	3,205,875	5,722,450	350,350	1,285,000	-	10,563,675	10,069,286	494,389	4.9%
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!

# Revenue Schedule

Essex County Improvement Authority  
For the Period January 1, 2021 to December 31, 2021

	FY 2021 Proposed Budget						FY 2020 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Juror Parking	Airport	Sportsplex Garage	Administration	N/A	N/A	Total All Operations	Total All Operations	All Operations
<b>OPERATING REVENUES</b>									
<i>Service Charges</i>									
Residential							\$ -	\$ -	#DIV/0!
Business/Commercial							-	-	#DIV/0!
Industrial							-	-	#DIV/0!
Intergovernmental							-	-	#DIV/0!
Other		5,722,450					5,722,450	5,201,988	520,462
Total Service Charges	-	5,722,450	-	-	-	-	5,722,450	5,201,988	520,462
									10.0%
<i>Connection Fees</i>									
Residential							-	-	#DIV/0!
Business/Commercial							-	-	#DIV/0!
Industrial							-	-	#DIV/0!
Intergovernmental							-	-	#DIV/0!
Other							-	-	#DIV/0!
Total Connection Fees	-	-	-	-	-	-	-	-	#DIV/0!
<i>Parking Fees</i>									
Meters							-	-	#DIV/0!
Permits							-	-	#DIV/0!
Fines/Penalties							-	-	#DIV/0!
Other	3,086,260						3,086,260	3,006,891	79,369
Total Parking Fees	3,086,260	-	-	-	-	-	3,086,260	3,006,891	79,369
									2.6%
<i>Other Operating Revenues (List)</i>									
Type in (Grant, Other Rev)	119,615		350,350	1,285,000			1,754,965	1,860,407	(105,442)
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!
Type in (Grant, Other Rev)							-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	#DIV/0!
Type in (Grant, Other Rev)							-	-	#DIV/0!
Total Other Revenue	119,615	-	350,350	1,285,000	-	-	1,754,965	1,860,407	(105,442)
Total Operating Revenues	3,205,875	5,722,450	350,350	1,285,000	-	-	10,563,675	10,069,286	494,389
									4.9%
<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							-	-	#DIV/0!
Penalties							-	-	#DIV/0!
Other							-	-	#DIV/0!
Total Interest	-	-	-	-	-	-	-	-	#DIV/0!
Total Non-Operating Revenues	-	-	-	-	-	-	-	-	#DIV/0!
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 3,205,875</b>	<b>\$ 5,722,450</b>	<b>\$ 350,350</b>	<b>\$ 1,285,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,563,675</b>	<b>\$ 10,069,286</b>	<b>\$ 494,389</b>
									4.9%

# Prior Year Adopted Revenue Schedule

Essex County Improvement Authority

## FY 2020 Adopted Budget

	Juror Parking	Airport	Sportsplex Garage	Administration	N/A	N/A	Total All Operations
<b>OPERATING REVENUES</b>							
<i>Service Charges</i>							
Residential							\$ -
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other		5,201,988					5,201,988
Total Service Charges	-	5,201,988	-	-	-	-	5,201,988
<i>Connection Fees</i>							
Residential							-
Business/Commercial							-
Industrial							-
Intergovernmental							-
Other							-
Total Connection Fees	-	-	-	-	-	-	-
<i>Parking Fees</i>							
Meters							-
Permits							-
Fines/Penalties							-
Other	3,006,891						3,006,891
Total Parking Fees	3,006,891	-	-	-	-	-	3,006,891
<i>Other Operating Revenues (List)</i>							
Type in (Grant, Other Rev)	118,507		456,900	1,285,000			1,860,407
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	118,507	-	456,900	1,285,000	-	-	1,860,407
Total Operating Revenues	3,125,398	5,201,988	456,900	1,285,000	-	-	10,069,286
<b>NON-OPERATING REVENUES</b>							
<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 &amp; Deposits</i>							
Interest Earned							-
Penalties							-
Other							-
Total Interest	-	-	-	-	-	-	-
Total Non-Operating Revenues	-	-	-	-	-	-	-
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 3,125,398</b>	<b>\$ 5,201,988</b>	<b>\$ 456,900</b>	<b>\$ 1,285,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,069,286</b>

# Appropriations Schedule

Essex County Improvement Authority

For the Period January 1, 2021 to December 31, 2021

	FY 2021 Proposed Budget						FY 2020 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted	
	Juror Parking	Airport	Sportsplex Garage	Administration	N/A	N/A	Total All Operations	Total All Operations	All Operations	All Operations
OPERATING APPROPRIATIONS										
Administration - Personnel										
Salary & Wages				\$ 470,000			\$ 470,000	\$ 470,000	\$ -	0.0%
Fringe Benefits				289,000			289,000	289,000	-	0.0%
Total Administration - Personnel	-	-	-	759,000	-	-	759,000	759,000	-	0.0%
Administration - Other (List)										
Other Administration Expense #1				526,000			526,000	526,000	-	0.0%
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Miscellaneous Administration*							-	-	-	#DIV/0!
Total Administration - Other	-	-	-	526,000	-	-	526,000	526,000	-	0.0%
Total Administration	-	-	-	1,285,000	-	-	1,285,000	1,285,000	-	0.0%
Cost of Providing Services - Personnel										
Salary & Wages	340,000	679,000	90,000				1,109,000	1,038,600	70,400	6.8%
Fringe Benefits	236,000	450,000	75,000				761,000	767,900	(6,900)	-0.9%
Total COPS - Personnel	576,000	1,129,000	165,000	-	-	-	1,870,000	1,806,500	63,500	3.5%
Cost of Providing Services - Other (List)										
Other COPS Expenses #1	1,919,125	3,050,100	185,350				5,154,575	5,338,898	(184,323)	-3.5%
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Type in Description							-	-	-	#DIV/0!
Miscellaneous COPS*							-	-	-	#DIV/0!
Total COPS - Other	1,919,125	3,050,100	185,350	-	-	-	5,154,575	5,338,898	(184,323)	-3.5%
Total Cost of Providing Services	2,495,125	4,179,100	350,350	-	-	-	7,024,575	7,145,398	(120,823)	-1.7%
Total Principal Payments on Debt Service in Lieu of Depreciation	645,000	1,080,000	-	-	-	-	1,725,000	1,285,000	440,000	34.2%
Total Operating Appropriations	3,140,125	5,259,100	350,350	1,285,000	-	-	10,034,575	9,715,398	319,177	3.3%
NON-OPERATING APPROPRIATIONS										
Total Interest Payments on Debt	65,750	463,350	-	-	-	-	529,100	353,888	175,212	49.5%
Operations & Maintenance Reserve							-	-	-	#DIV/0!
Renewal & Replacement Reserve							-	-	-	#DIV/0!
Municipality/County Appropriation							-	-	-	#DIV/0!
Other Reserves							-	-	-	#DIV/0!
Total Non-Operating Appropriations	65,750	463,350	-	-	-	-	529,100	353,888	175,212	49.5%
TOTAL APPROPRIATIONS	3,205,875	5,722,450	350,350	1,285,000	-	-	10,563,675	10,069,286	494,389	4.9%
ACCUMULATED DEFICIT										
TOTAL APPROPRIATIONS & ACCUMULATED DEFICIT							-	-	-	#DIV/0!
DEFICIT	3,205,875	5,722,450	350,350	1,285,000	-	-	10,563,675	10,069,286	494,389	4.9%
UNRESTRICTED NET POSITION UTILIZED										
Municipality/County Appropriation	-	-	-	-	-	-	-	-	-	#DIV/0!
Other							-	-	-	#DIV/0!
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	-	-	#DIV/0!
TOTAL NET APPROPRIATIONS	\$ 3,205,875	\$ 5,722,450	\$ 350,350	\$ 1,285,000	\$ -	\$ -	\$ 10,563,675	\$ 10,069,286	\$ 494,389	4.9%

\* 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 \$ 157,006.25 \$ 262,955.00 \$ 17,517.50 \$ 64,250.00 \$ - \$ - \$ 501,728.75



# Prior Year Adopted Appropriations Schedule

Essex County Improvement Authority

## FY 2020 Adopted Budget

	Juror Parking	Airport	Sportsplex Garage	Administratio n	N/A	N/A	Total All Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages				\$ 470,000			\$ 470,000
Fringe Benefits				289,000			289,000
Total Administration - Personnel	-	-	-	759,000	-	-	759,000
<i>Administration - Other (List)</i>							
Other Administration Expense #1				526,000			526,000
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous Administration*							-
Total Administration - Other	-	-	-	526,000	-	-	526,000
Total Administration	-	-	-	1,285,000	-	-	1,285,000
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	309,600	629,000	100,000				1,038,600
Fringe Benefits	232,000	457,000	78,900				767,900
Total COPS - Personnel	541,600	1,086,000	178,900	-	-	-	1,806,500
<i>Cost of Providing Services - Other (List)</i>							
Other COPS Expenses #1	1,872,298	3,188,600	278,000				5,338,898
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous COPS*							-
Total COPS - Other	1,872,298	3,188,600	278,000	-	-	-	5,338,898
Total Cost of Providing Services	2,413,898	4,274,600	456,900	-	-	-	7,145,398
Total Principal Payments on Debt Service in Lieu of Depreciation	615,000	670,000	-	-	-	-	1,285,000
Total Operating Appropriations	3,028,898	4,944,600	456,900	1,285,000	-	-	9,715,398
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	96,500	257,388	-	-	-	-	353,888
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	96,500	257,388	-	-	-	-	353,888
<b>TOTAL APPROPRIATIONS</b>	3,125,398	5,201,988	456,900	1,285,000	-	-	10,069,286
<b>ACCUMULATED DEFICIT</b>							
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	3,125,398	5,201,988	456,900	1,285,000	-	-	10,069,286
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other							-
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	\$ 3,125,398	\$ 5,201,988	\$ 456,900	\$ 1,285,000	\$ -	\$ -	\$ 10,069,286

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 \$ 151,444.90 \$ 247,230.00 \$ 22,845.00 \$ 64,250.00 \$ - \$ - \$ 485,769.90

# Debt Service Schedule - Principal

Essex County Improvement Authority

If Authority has no debt X this box

	Adopted Budget Year 2020	Proposed Budget Year 2021	Fiscal Year Ending in					Total Principal Outstanding
			2022	2023	2024	2025	2026	
<b>Juror Parking</b>								
Type in Issue Name	615,000	645,000	670,000					\$ -
Type in Issue Name								1,315,000
Type in Issue Name								
Total Principal	615,000	645,000	670,000					
<b>Airport</b>								
Type in Issue Name								1,315,000
Type in Issue Name 2014	385,000	295,000						
Type in Issue Name 2007	285,000							
Type in Issue Name 2019								
Total Principal	670,000	785,000	810,000	840,000	880,000	720,000	760,000	295,000
<b>Sportsplex Garage</b>								
Type in Issue Name		1,080,000	810,000	840,000	880,000	720,000	760,000	11,805,000
Type in Issue Name								12,100,000
Type in Issue Name								
Type in Issue Name								
Total Principal								
<b>Administration</b>								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal								
<b>N/A</b>								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal								
<b>N/A</b>								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Principal								
<b>TOTAL PRINCIPAL ALL OPERATIONS</b>								
Total Principal	\$ 1,285,000	\$ 1,725,000	\$ 1,480,000	\$ 840,000	\$ 880,000	\$ 720,000	\$ 760,000	\$ 13,415,000
Indicate the Authority's most recent bond rating and the year of the rating by ratings service.								
Bond Rating	Moody's	Fitch	Standard & Poors					
Year of Last Rating								

# Debt Service Schedule - Interest

Essex County Improvement Authority

If Authority has no debt X this box

	Adopted Budget Year 2020	Proposed Budget Year 2021	Fiscal Year Ending in					Total Interest Payments Outstanding
			2022	2023	2024	2025	2026	
<i>Juror Parking</i>								
Type in Issue Name	\$ 96,500	\$ 65,750	\$ 33,500					\$ 99,250
Type in Issue Name								
Type in Issue Name								
Type in Issue Name								
Total Interest Payments								
<i>Airport</i>								
Type in Issue Name 2007	96,500	65,750	33,500					
Type in Issue Name 2014	239,988							
Type in Issue Name	17,400	8,850						
Type in Issue Name 2019								
Total Interest Payments								8,850
<i>Sportsplex Garage</i>								
Type in Issue Name	257,388	454,500	430,950	398,550	364,950	320,950	284,950	918,025
Type in Issue Name		463,350	430,950	398,550	364,950	320,950	284,950	3,172,875
Type in Issue Name								918,025
Type in Issue Name								3,181,725
Total Interest Payments								
<i>Administration</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>TOTAL INTEREST ALL OPERATIONS</i>								
Total Interest Payments	\$ 353,888	\$ 529,100	\$ 464,450	\$ 398,550	\$ 364,950	\$ 320,950	\$ 284,950	\$ 918,025
								\$ 3,280,975



# Net Position Reconciliation

Essex County Improvement Authority  
For the Period January 1, 2021 to December 31, 2021

## FY 2021 Proposed Budget

Juror	Parking	Airport	Garage	Administration	N/A	N/A	Total All Operations
	\$ -	\$ 22,704,343		\$ 6,364,133			\$ 29,068,476
		20,184,399		28,388			20,212,787
	-	2,519,944	-	6,335,745	-	-	8,855,689
		290,919					290,919
	-	2,229,025	-	6,335,745	-	-	8,564,770
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	\$ -	\$ 2,229,025	\$ -	\$ 6,335,745	\$ -	\$ -	\$ 8,564,770

### TOTAL NET POSITION BEGINNING OF LATEST AUDIT REPORT YEAR(1)

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

### UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET

- Unrestricted Net Position Utilized to Balance Proposed Budget
- Unrestricted Net Position Utilized in Proposed Capital Budget
- Appropriation to Municipality/County (3)

Total Unrestricted Net Position Utilized in Proposed Budget

### PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR

Last issued Audit Report (4)

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

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

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

Maximum Allowable Appropriation to Municipality/County

(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 AUTHORITY BUDGET**

## **Narrative and Information Section**



# 2021 AUTHORITY BUDGET MESSAGE & ANALYSIS ESSEX COUNTY IMPROVEMENT AUTHORITY

(Name)

## AUTHORIT-Y BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2021 TO: DECEMBER 31, 2021

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

1. Complete a brief statement on the 2021 proposed Annual Budget and make comparison to the 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.

The overall impact of Covid-19 on the Essex County Improvement Authority (ECIA) budget for 2021 is not known or quantifiable. Nonetheless, based on current data and reasonable projections, the ECIA envisions that the Operating Budget will permit the ECIA to continue to carry out its functions in a fiscally sound and efficient manner.

In 2021 the ECIA will continue to operate the Essex County Airport, parking facilities, and provide financial assistance within its statutory authority. The Budget envisions a slight increase in both Revenues and Expenses but not more than ten percent.

The Airport portion of this year's Operating Budget depicts a facility that continues to maintain fiscal self-sufficiency. Further, if Covid-19 slows the utilization of the Airport and thereby an income impact, the ECIA envisions a parallel decrease in operating expenses.

Similarly, the Administrative-Development portion of the budget continues to provide a healthy stream of financing to the ECIA . The ECIA does not envision Covid-19 impacting this aspect of its budget.

Finally, the parking facilities portion of this year Operating Budget may see the biggest impact of Covid-19. If the Courthouse and/or County Complex remains closed to jurors, litigants, attorneys and the public, the ECIA would envision a reduction in operating revenue. Further, if Covid-19 slows the utilization of the parking facilities and thereby an income impact, the ECIA envisions a parallel decrease in operating expenses.

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

The State of the local/regional economy portrays stability although the ultimate impact of Covid-19 is not known at this time. Due to Covid-19 the unemployment rates have increased. While Essex is a complex County with suburban and urban cores, the local/regional economy should have no real impact on the proposed Annual Budget including the planned Capital Budget Program.

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.

**There is no plan to utilize unrestricted net position in the Operating Budget**

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.).

**Essex County Improvement Authority has a P.I.L.O.T Agreement with the Township of Fairfield.  
The annual payment is \$110,000.00 and it's a part of the Airport budget.**

5. The proposed budget must not reflect an anticipated deficit from 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.
- **Basic Financials – No deficit, therefore no budget requirement.**
  - **GASB #68 and #75 caused a theoretical deficit of \$1,442,480.00**
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.

**No change to parking fees**

**See changes to Airport fees**

ESSEX COUNTY AIRPORT

2021 AIRPORT MONTHLY PARKING FEES

<u>AIRPORT PARKING FEES (MONTHLY)</u>	<u>FROM</u>	<u>TO</u>
INFIELD TIE-DOWN -	\$281	\$290
LARGE T-HANGAR -	\$1,011	\$1,041
SMALL T-HANGAR -	\$731	\$753
STORAGE UNIT W/ OVERHEAD DR -	\$372	\$383
STORAGE UNIT LARGE-	\$269	\$277
STORAGE UNIT SMALL -	\$244	\$251




# ESSEX COUNTY IMPROVEMENT AUTHORITY

## RESOLUTION OF THE BOARD OF COMMISSIONERS

**TITLE: RESOLUTION APPROVING CHANGES IN FEES FOR TIE DOWNS AND T-HANGARS AT THE ESSEX COUNTY AIRPORT EFFECTIVE JANUARY 1, 2021**

FACTUAL CONTENTS CERTIFIED BY:

  
STEVEN C. ROTHER  
EXECUTIVE DIRECTOR

**WHEREAS**, the Essex County Improvement Authority (the "Authority") owns and operates the Essex County Airport located in Fairfield, New Jersey; and

**WHEREAS**, the Authority charges fees for Tie-Downs and T-Hangars at the Airport pursuant to Resolutions adopted from time to time by its Board of Commissioners; and

**WHEREAS**, the last increase was January 1, 2019, therefore the Authority has determined that it is appropriate and reasonable to increase fees at this time effective January 1, 2021; and

**WHEREAS**, the Airport Manager and Airport Operations Manager have reviewed the proposed changes and recommend that they be approved.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Commissioners of the Authority that the schedule of charges for Tie-Downs and T-Hangars at the Airport set forth the schedule attached hereto be and it hereby is approved effective January 1, 2021.

RESOLUTION MOVED BY: COMMISSIONER Yustein SECONDED BY: COMMISSIONER ROSS

COMMISSIONER	YES	NO	ABSTAIN	ABSENT	COMMISSIONER	YES	NO	ABSTAIN	ABSENT
BROWN	X				STANZIALE	X			
DUNEC				X	YUSTEIN	X			
ROSS	X				KLINGHOFFER	X			
SPIESBACH				X					

THIS RESOLUTION WAS ACTED UPON AT THE MEETING OF October 27, 2020

  
RECORDING SECRETARY

# ESSEX COUNTY AIRPORT

## LANDING FEE SCHEDULE – 2021

*No changes*



SINGLE PISTON  
\$10



MULTI-PISTON SMALL  
\$12



MULTI-PISTON LARGE  
\$15



TURBINE ENGINE  
\$35



JET AIRCRAFT  
\$45



PISTON HELICOPTER  
\$10



TURBINE HELICOPTER  
\$20



EXTRA LARGE AIRCRAFT  
\$75



Very Light Jet (VLJ)  
\$20



no charges

## **2021 Parking Fees**

### **Parking Facility at County Complex**

Up to 1 hour - \$ 7.00

Up to 2 hours - \$ 8.00

Up to 3 hours - \$ 9.00

Up to 4 hours - \$10.00

Over 4 hours - \$11.00

Replacement Card Fee - \$10.00

### **Sportsplex Garage Parking Facility**

Monthly passes \$130 -\$150 per month

Replacement card fee -\$10.00

# AUTHORITY CONTACT INFORMATION

## 2021

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

<b>Name of Authority:</b>	ESSEX COUNTY IMPROVEMENT AUTHORITY		
<b>Federal ID Number:</b>	22-2023989		
<b>Address:</b>	27 Wright Way		
<b>City, State, Zip:</b>	Fairfield	NJ	07004
<b>Phone: (ext.)</b>	973-575-0952	<b>Fax:</b>	973-808-0528

<b>Preparer's Name:</b>	GERARD STANKIEWICZ		
<b>Preparer's Firm:</b>	Samuel Klein and Company		
<b>Preparer's Address:</b>	36 West Main Street Suite 303		
<b>City, State, Zip:</b>	Freehold	NJ	07728
<b>Phone: (ext.)</b>	732-780-2600	<b>Fax:</b>	732-780-1030
<b>E-mail:</b>	gstank@sklein-cpa.com		

<b>Chief Executive Officer:</b>	STEVEN C. ROTHER		
<b>Phone: (ext.)</b>	973-575-0952	<b>Fax:</b>	973-808-0528
<b>E-mail:</b>	SRother@postpolak.com		

<b>Chief Financial Officer:</b>	NONE		
<b>Phone: (ext.)</b>		<b>Fax:</b>	
<b>E-mail:</b>			

<b>Name of Auditor:</b>	GERARD STANKIEWICZ		
<b>Name of Firm:</b>	Samuel Klein and Company		
<b>Address:</b>	36 West Main Street, Suite 303		
<b>City, State, Zip:</b>	Freehold	NJ	07728
<b>Phone: (ext.)</b>	732-780-2600	<b>Fax:</b>	732-780-1030
<b>E-mail:</b>	gstank@sklein-cpa.com		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## ESSEX COUNTY IMPROVEMENT AUTHORITY

(Name)

FISCAL YEAR: FROM: JANUARY 1, 2021 TO: DECEMBER 31, 2021

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: 31
- 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: \$1,311,009.63
- 3) Provide the number of regular voting members of the governing body: 7 (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, 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? 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.

**ECIA employees receive an annual and/or periodic review by the Executive Director, Director of Operations, and the Managers of various operations. ECIA surveys of compensation data for comparable positions in similar operations. Furthermore, compensation is determined by making a recommendation to the Commissioners for increase based on merit, appraisal, and comparable compensation with similar type employees, as well as, comparison to how the County of Essex handles compensation. Commissioners do not get compensation.**

- 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.

**SEE ATTACHED INVOICE AND EXPLANATION.**

- 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.

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

(Name)

**FISCAL YEAR: FROM: JANUARY 1, 2021 TO: DECEMBER 31, 2021**

*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, 2020, 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.

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

Essex County Improvement Authority																			
For the Period January 1, 2021 to December 31, 2021																			
Position (Can Check more than 1 column for each person)																			
Reportable Compensation from Authority (W-2/1099)																			
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
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 Hourly Rate 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 Steven H. Klinghoffer	Chairman	1 X	1 X										- NONE						
2 Ronald Brown	Vice Chairman	1 X	1 X										0 Irvington Public Library Business Mgr		37.5	80,800		80,800	
3 Carla Stanziale	Secretary	1 X	1 X										0 NONE					0	80,800
4 Gerard A. Spiesbach	Treasurer	1 X	1 X										0 NONE					0	0
5 Mark S. Dunec	Commissioner	1 X	1 X										0 NONE					0	0
6 Clifford Ross	Commissioner	1 X	1 X										0 NONE					0	0
7 Jacqueline Yustein	Commissioner	1 X	1 X										0 NONE					0	0
8 Steven Rother	Exec. Director			X				97,696					0 NONE					0	0
9 Nia H. Gill	General Counsel				X			69,733					13,000					110,696	0
10 Lucy Sapinski	Director of Oper.	35			X			101,524					79,167 State of NJ	Senator				128,167	110,696
11 Tom Gomez	Airport Manager	35			X			101,199					35,000				49,000	136,524	128,167
12													35,000					136,524	136,524
13													0					136,199	136,199
14													0					0	0
15													0					0	0
Total:										\$ 370,152	\$ -	\$ -	\$ 92,434	\$ 462,586			\$ 129,800	\$ -	\$ 592,386

(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

If Not Applicable X this box Below

Essex County Improvement Authority  
For the Period January 1, 2021 to December 31, 2021

	# of Covered Members (Medical & Rx)		Annual Cost		Total Cost		# of Covered Members (Medical & Rx)		Annual Cost		Total Prior Year Year Cost		% Increase (Decrease)	
	Proposed Budget	Estimate per Employee Proposed Budget	Estimate Proposed Budget	Estimate Proposed Budget	Estimate Proposed Budget	Estimate Proposed Budget	Current Year	Current Year	per Employee Current Year	per Employee Current Year	Year Cost	Year Cost	(Decrease)	(Decrease)
<b>Active Employees - Health Benefits - Annual Cost</b>														
Single Coverage	17	\$	13,500	\$	229,500		14	\$	12,600	\$	176,400	\$	53,100	30.1%
Parent & Child	4		23,900		95,600		3		22,200		66,600		29,000	43.5%
Employee & Spouse (or Partner)	7		26,300		184,100		5		24,000		120,000		64,100	53.4%
Family	6		35,900		215,400		4		34,800		139,200		76,200	54.7%
Employee Cost Sharing Contribution (enter as negative - )					(55,000)						(55,000)			0.0%
Subtotal	34				669,600		26				447,200		222,400	49.7%
<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	1		7,000		7,000		1		4,000		4,000		3,000	75.0%
Parent & Child														#DIV/0!
Employee & Spouse (or Partner)	1		13,000		13,000		1		8,000		8,000		5,000	62.5%
Family														#DIV/0!
Employee Cost Sharing Contribution (enter as negative - )														#DIV/0!
Subtotal	2				20,000		2				12,000		8,000	66.7%
GRAND TOTAL	36				\$ 689,600		28				\$ 459,200		\$ 230,400	50.2%

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)

YES

Yes or No

YES

Yes or No

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)

YES	Yes or No
YES	Yes or No

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



**Essex County Improvement Authority**  
**For the Period**

Complete the below table for the Authority's accrued liability for compensated absences.  
X Box if Authority has no Compensated Absences

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

## Schedule of Shared Service Agreements

For the Period

Essex County Improvement Authority

January 1, 2021

X

December 31, 2021

Enter the shared service agreements that the Authority currently engages

[illegible]

2021

**ESSEX COUNTY**  
**IMPROVEMENT**  
**AUTHORITY**

AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2021 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

## ESSEX COUNTY IMPROVEMENT AUTHORITY

(Name)

FISCAL YEAR: FROM: JANUARY 1, 2021 TO: DECEMBER 31, 2021


☒ [ X ] 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 Essex County Improvement Authority, on the 27<sup>th</sup> day of October, 2020.

OR

☐ [ ] enter X to the left if this paragraph is applicable

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:	Steven C. Rother		
Title:	Executive Director		
Address:	27 Wright Way Fairfield, NJ 07004		
Phone Number:	973-575-0952	Fax Number:	973-808-0528
E-mail address	<u>SRother@postpolak.com</u> <u>lsapinski@ecia.essexcountynj.org</u>		



# 2021 CAPITAL BUDGET/PROGRAM MESSAGE

## ESSEX COUNTY IMPROVEMENT AUTHORITY

(Name)

FISCAL YEAR: FROM: JANUARY 1, 2021 TO: DECEMBER 31, 2021

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?

County, yes

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?

N/A

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)

User fees

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.

N/A

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.

N/A

*Add additional sheets if necessary.*

The Authority's Capital Plan for 2021 focuses solely on improvements at the Essex County Airport. The funding for the anticipated projects will come from a combination of FAA Grants, NJDOT Grants, and authorized and available bonded funds. In 2021, the Authority plan to continue drainage improvements on the Airport and starting a construction project of Rehab Ramp C and Taxilane H and 11 and reconstruction of Taxiway P & G. Also, in 2021 we are planning on upgrading the Jet-A and AvGas Fuel Farm. Further, the Authority seeks to continue to perform environmental remediation at Hangar 1 and 3 areas and continue to work on runway safety areas including obstruction removals on and off the Airport.

# Proposed Capital Budget

Essex County Improvement Authority  
For the Period January 1, 2021 to December 31, 2021

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<b>Juror Parking</b>						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>Airport</b>						
See Attached CB-3A, CB 4A or CB 5A	4,525,000	\$ 1,805,374 \$ 2,719,626				
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	4,525,000	-	-	1,805,374	2,719,626	-
<b>Sportsplex Garage</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>Administration</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ 4,525,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,805,374</b>	<b>\$ 2,719,626</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.

Essex County Improvement Authority  
For the Period January 1, 2021 to December 31, 2021

Project No	Project Name	Estimated Total Cost	Funding Sources			
			Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants
1	Environmental - Hangar 1	10,000			10,000	
2	Environmental - Hangar 3	10,000			10,000	
3	Obstruction Removal	30,000			30,000	
4	Fuel Farm Rehabilitation	1,000,000			1,000,000	
5	Runway 4-22 Papi and Reil	1,000,000			100,000	900,000
6	Drainage Improvements	175,000			8,750	166,250
7	Hangar Improvements	100,000			100,000	
8	Security Improvements	150,000			150,000	
9	Rehab C Ramp and Taxi Lanes H and 11	0				
10	South Parcel Improvements	300,000			300,000	
11	Rehab Taxi Lanes 5 and 6	0				
12	Rehab B Ramp North	0				
13	Rehab Taxi Runway N	0				
14	Reconstruct Taxi Way P & G	1,750,000			96,624	1,653,376
15	Rehab Apron C	0				
16	Rehab Runway D and South Apron	-				
			0	0	1,805,374	2,719,626
						0

# 5 Year Capital Improvement Plan

Essex County Improvement Authority  
For the Period January 1, 2021 to December 31, 2021

Fiscal Year Beginning in

	Estimated Total Cost	Current Budget Year 2021	2022	2023	2024	2025	2026
<b>Juror Parking</b>							
Type in Description	\$ -	\$ -					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>Airport</b>							
See Attached CB-3A, CB 4A or C	14,700,000	4,525,000	\$ 5,100,000	\$ 1,270,000	\$ 1,855,000	\$ 1,600,000	\$ 350,000
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	14,700,000	4,525,000	5,100,000	1,270,000	1,855,000	1,600,000	350,000
<b>Sportsplex Garage</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>Administration</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>N/A</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>V/A</b>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<u>\$ 14,700,000</u>	<u>\$ 4,525,000</u>	<u>\$ 5,100,000</u>	<u>\$ 1,270,000</u>	<u>\$ 1,855,000</u>	<u>\$ 1,600,000</u>	<u>\$ 350,000</u>

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.



Essex County Improvement Authority  
For the Period January 1, 2021 to December 31, 2021

Project No	Project Name	Estimated Total Cost	Fiscal Year Beginning in				
			Current Budget Year 2021	2022	2023	2024	2025
1	Environmental - Hangar 1	20,000	10,000	10,000			
2	Environmental - Hangar 3	20,000	10,000	10,000			
3	Obstruction Removal	70,000	30,000	30,000	10,000		
4	Fuel Farm Rehabilitation	1,000,000	1,000,000				
5	Runway 4-22 Papi and Reil	1,000,000	1,000,000				
6	Drainage Improvements	2,375,000	175,000	2,200,000			
7	Hangar Improvements	650,000	100,000	100,000	100,000	100,000	100,000
8	Security Improvements	300,000	150,000	150,000			150,000
9	Rehab C Ramp and Taxi Lanes H and 11	340,000					
10	South Parcel Improvements	2,000,000	300,000	700,000	40,000	300,000	
11	Rehab Taxi Lanes 5 and 6	340,000			1,000,000		
12	Rehab B Ramp North	1,900,000		1,900,000		40,000	300,000
13	Rehab Taxi Runway N	200,000					
14	Reconstruct Taxi Way P & G	1,750,000	1,750,000				200,000
15	Rehab Apron C	1,375,000			120,000	1,255,000	
16	Rehab Runway D and South Apron	1,360,000				160,000	1,200,000
		14,700,000	4,525,000	5,100,000	1,270,000	1,855,000	1,600,000
							350,000

## 5 Year Capital Improvement Plan Funding Sources

Essex County Improvement Authority  
For the Period January 1, 2021 to December 31, 2021

		Funding Sources				
		Estimated Total Cost	Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants Other Sources
<b>Juror Parking</b>						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>Airport</b>						
See Attached CB-3A, CB 4A or CB 5A	14,700,000					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	14,700,000	-	-	2,691,124	12,008,876	-
<b>Sportsplex Garage</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>Administration</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>N/A</b>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<b>TOTAL</b>		\$ 14,700,000	\$ -	\$ -	\$ 2,691,124	\$ 12,008,876
Total 5 Year Plan per CB-4		\$ 14,700,000				
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.

For the Period January 1, 2021 to December 13, 2021

Project No	Project Name	Estimated Total Cost	Funding Sources			
			Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants
1	Environmental - Hangar 1	20,000			20,000	
2	Environmental - Hangar 3	20,000			20,000	
3	Obstruction Removal	70,000			70,000	
4	Fuel Farm Rehabilitation	1,000,000			1,000,000	
5	Runway 4-22 Papi and Reil	1,000,000			1,000,000	
6	Drainage Improvements	2,375,000			208,750	2,166,250
7	Hangar Improvements	650,000			650,000	
8	Security Improvements	300,000			300,000	
9	Rehab C Ramp and Taxi Lanes H and 11	340,000			17,000	323,000
10	South Parcel Improvements	2,000,000			2,000,000	
11	Rehab Taxi Lanes 5 and 6	340,000			17,000	323,000
12	Rehab B Ramp North	1,900,000			95,000	1,805,000
13	Rehab Taxi Runway N	200,000			10,000	190,000
14	Reconstructed Taxi Way P & G	1,750,000			96,624	1,653,376
15	Rehab Apron C	1,375,000			68,750	1,306,250
16	Rehab Runway D and South Apron	1,360,000			68,000	1,292,000
		14,700,000	0	0	5,641,124	9,058,876
						0