



State of New Jersey Local Government Services

Year: **Municipal User Friendly Budget**

MUNICIPALITY:

Municode:

Filename: 0243_fbi_2018.xlsm

Website:

Phone Number:

Mailing Address:

Municipality:

State:

Zip:

Mayor

First Name	Middle Name	Last Name	Term Expires	Business Email
John	M	Kramer	12/31/2019	mayor@oldtappan.net

Chief Administrative Officer

Patrick	J	O'Brien		pobrien@oldtappan.net
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Chief Financial Officer

Rebecca	S	Overgaard		rovergaard@oldtappan.net
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Municipal Clerk

Jean	M	Donch		jdonch@oldtappan.net
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Registered Municipal Accountant

Jeffrey		Bliss		jbliss@lvhcpa.com
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
Ronald		Binaghi	12/31/2020	binaghi@oldtappan.net
Guy		Carnazza	12/31/2018	carnazza@oldtappan.net
Victor		Cioce	12/31/2019	cioce@oldtappan.net
Anna		Haverilla	12/31/2018	haverilla@oldtappan.net
Thomas		Gallagher	12/31/2020	gallagher@oldtappan.net
Matthew		Nalbandian	12/31/2019	nalbandian@oldtappan.net

USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

2017 Calendar Year Property Tax Levies - ALL entities levying property taxes

	Calendar Year Tax Rate	Calendar Year Tax Levy	% of Total Levy	Avg Residential Taxpayer Impact
Municipal Purpose Tax	0.315	\$5,460,778.00	15.72%	\$2,610.12
Municipal Library	0.000	\$0.00	0.00%	\$0.00
Municipal Open Space	0.010	\$173,367.00	0.50%	\$82.86
Fire Districts (avg. rate/total levies)	0.000	\$0.00	0.00%	\$0.00
Other Special Districts (total levies)	0.000	\$0.00	0.00%	\$0.00
Local School District	0.835	\$14,469,005.00	41.64%	\$6,918.88
Regional School District	0.589	\$10,209,913.00	29.38%	\$4,880.50
County Purposes	0.246	\$4,257,672.88	12.25%	\$2,038.38
County Library	0.000	\$0.00	0.00%	\$0.00
County Board of Health	0.000	\$0.00	0.00%	\$0.00
County Open Space	0.010	\$176,595.51	0.51%	\$82.86
Other County Levies (total)			0.00%	\$0.00
Total (Calendar Year 2017 Budget)	2.005	\$34,747,331.39	100.00%	\$16,613.59

Total Taxable Valuation as of October 1, 2017 \$1,740,112,600.00
 (To be used to calculate the current year tax rate)
 Current Year Average Residential Assessment \$828,608.00

Prior Year to Current Year Comparison

Comparison - Municipal Purposes Tax Rate

Prior Year	Current Year	% Change (+/-)
0.315	0.322	2.22%

Comparison - Municipal Purposes Tax Levy

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$5,460,778.00	\$5,631,889.00	3.13%	\$171,111.00

Comparison - Impact on Avg. Residential Tax Payment (Municipal Purposes Only)

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$2,610.12	\$2,668.12	2.22%	\$58.00

Sheet UFB-1

Current Year 2018 Budget

Taxes	Actual/Estimated	Tax Levy
Municipal Purpose Tax	ACTUAL	\$5,631,889.00
Municipal Library		
Municipal Open Space	ACTUAL	\$174,123.00
Fire Districts (total levies)		
Other Special Districts (total levies)		
Local School District	ESTIMATED	\$14,758,385.00
Regional School District	ESTIMATED	\$10,414,111.00
County Purposes	ESTIMATED	\$4,342,826.00
County Library		
County Board of Health		
County Open Space	ESTIMATED	\$180,127.00
Other County Levies (total)		

Total ESTIMATED amount to be raised by taxes \$35,501,461.00

Revenue Anticipated, Excluding Tax Levy 4,010,923.00
 Budget Appropriations, before Reserve for Uncollected Taxes 8,759,812.00
 Total Non-Municipal Tax Levy \$29,869,572.00
 Amount to be Raised by Taxes - Before RUT \$34,618,461.00
 Reserve for Uncollected Taxes (RUT) \$865,816.37
 Total Amount to be Raised by Taxes \$35,484,277.37

% of Tax Collections used to Calculate RUT 97.56%

If % used exceeds the actual collection % then
 reference the statutory exception used

Tax Collections - ACTUAL as of Prior Year

Total Tax Revenue, Collections CY 2017 34,543,589.00
 Total Tax Levy, CY 2017 34,843,378.00
 % of Taxes Collected, CY 2017 99.14%
 Delinquent Taxes - December 31, 2017 \$299,789.00

USER FRIENDLY BUDGET SECTION - ANTICIPATED REVENUE SUMMARY (ALL OPERATING FUNDS)

FCOA		% Difference Current vs. Prior Year	\$ Difference Current vs. Prior Year	Total Realized Revenue (Prior Year)	Total Anticipated Revenue (Current Year)	General Budget	Open Space Budget	Sewer Utility	Utility	Utility	Utility	Utility	Utility
08	Surplus	-5.72%	(\$51,000.00)	\$892,000.00	\$841,000.00	\$800,000.00		\$41,000.00					
08	Local Revenue	-1.26%	(\$24,427.00)	\$1,934,295.00	\$1,909,868.00	\$724,200.00		\$1,185,668.00					
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$1,502,526.00	\$1,502,526.00	\$1,502,526.00							
08	Uniform Construction Code Fees	-0.46%	(\$793.00)	\$170,793.00	\$170,000.00	\$170,000.00							
	<i>Special Revenue Items w/ Prior Written Consent</i>												
11	Shared Services Agreements	20.34%	\$18,590.00	\$91,410.00	\$110,000.00	\$110,000.00							
08	Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
10	Public and Private Revenue	-26.22%	(\$16,238.00)	\$61,935.00	\$45,697.00	\$45,697.00							
08	Other Special Items	-15.70%	(\$67,701.00)	\$431,201.00	\$363,500.00	\$363,500.00							
15	Receipts from Delinquent Taxes	-8.62%	(\$27,843.00)	\$322,843.00	\$295,000.00	\$295,000.00							
	<i>Amount to be raised by taxation</i>												
07	Local Tax for Municipal Purposes	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
07	Minimum Library Tax	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
54	Open Space Levy Tax	0.20%	\$340.00	\$173,783.00	\$174,123.00	\$0.00	\$174,123.00						
07	Addition to Local District School Tax	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
08	Deficit General Budget	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
	Total	-3.03%	(\$169,072.00)	\$5,580,786.00	\$5,411,714.00	\$4,010,923.00	\$174,123.00	\$1,226,668.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

USER FRIENDLY BUDGET SECTION - APPROPRIATIONS SUMMARY (ALL OPERATING FUNDS)

FCOA		Budgeted Positions		% Difference Current v. Prior Year	S Difference Current v. Prior Year	Total Modified Appropriation for Service Type (Prior Year)	Total Appropriation for Service Type (Current Year)	General Budget	Public&Private Offsets	Open Space Budget	Sewer Utility	Utility	Utility	Utility	Utility	Utility
		Full-Time	Part-Time													
20	General Government	4.10	11.50	3.35%	\$22,593.00	\$675,085.00	\$697,678.00	\$697,678.00								
21	Land-Use Administration		1.00	1.14%	\$333.00	\$29,206.00	\$29,539.00	\$29,539.00								
22	Uniform Construction Code		4.91	-7.32%	(\$8,644.00)	\$118,145.00	\$109,501.00	\$109,501.00								
23	Insurance			4.35%	\$41,691.00	\$958,027.00	\$999,718.00	\$999,718.00								
25	Public Safety	14.86	14.41	0.74%	\$18,305.00	\$2,457,973.00	\$2,476,278.00	\$2,476,278.00								
26	Public Works	5.17	4.00	2.52%	\$16,694.00	\$662,688.00	\$679,382.00	\$679,382.00								
27	Health and Human Services	0.14	0.43	0.96%	\$447.00	\$46,533.00	\$46,980.00	\$46,980.00								
28	Parks and Recreation	3.00	44.77	-0.96%	(\$4,362.00)	\$453,800.00	\$449,438.00	\$449,438.00								
29	Education (including Library)			-0.10%	(\$568.00)	\$587,251.00	\$586,683.00	\$586,683.00								
30	Unclassified	4.71		-1.64%	(\$22,795.00)	\$1,391,039.00	\$1,368,244.00	\$140,497.00		\$121,703.00	\$1,106,044.00					
31	Utilities and Bulk Purchases			-0.48%	(\$965.00)	\$202,325.00	\$201,360.00	\$201,360.00								
32	Landfill / Solid Waste Disposal			0.00%	\$0.00	\$5,400.00	\$5,400.00	\$5,400.00								
35	Contingency			400.00%	\$20,000.00	\$5,000.00	\$25,000.00	\$25,000.00								
36	Statutory Expenditures			5.80%	\$52,918.00	\$913,143.00	\$966,061.00	\$918,061.00			\$48,000.00					
37	Judgements			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
42	Shared Services		1.00	6.53%	\$8,596.00	\$131,562.00	\$140,158.00	\$140,158.00								
43	Court and Public Defender		1.00	0.13%	\$22.00	\$16,650.00	\$16,672.00	\$16,672.00								
44	Capital			-62.50%	(\$100,000.00)	\$160,000.00	\$60,000.00	\$50,000.00			\$10,000.00					
45	Debt			1.10%	\$14,124.00	\$1,285,387.00	\$1,299,511.00	\$1,184,467.00		\$52,420.00	\$62,624.00					
46	Deferred Charges			-95.31%	(\$61,000.00)	\$64,000.00	\$3,000.00	\$3,000.00								
48	Debt - Type 1 School District			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
50	Reserve for Uncollected Taxes			2.98%	\$25,000.00	\$840,000.00	\$865,000.00	\$865,000.00								
55	Surplus General Budget			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
Total		31.98	83.02	0.20%	\$22,389.00	\$11,003,214.00	\$11,025,603.00	\$9,624,812.00	\$0.00	\$174,123.00	\$1,226,668.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

USER FRIENDLY BUDGET SECTION

STRUCTURAL BUDGET IMBALANCES

[illegible]

ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA

Property Tax Assessments - Taxable Properties (October 1, 2017 Value)			
	# of Parcels	Assessed Value	% of Total
1 Vacant Land	49	\$37,566,000.00	2.16%
2 Residential	1,954	\$1,619,099,500.00	93.05%
3A/3B Farm	3	\$373,800.00	0.02%
4A Commercial	50	\$80,256,200.00	4.61%
4B Industrial			0.00%
4C Apartments	2	\$2,817,100.00	0.16%
5A/5B Railroad			0.00%
6A/6B Business Personal Property			0.00%
Total	2,058	\$1,740,112,600.00	100.00%
Average Ratio (%), Assessed to True Value			
		98.50%	
Equalized Valuation, Taxable Properties		\$1,766,611,776.65	
Total # of property tax appeals filed in 2017		County Tax Board	36.00
		State Tax Court	6.00
Number of 2017 County Tax Board decisions appealed to Tax Court		0.00	
Number of pending property tax appeals in State Tax Court		11.00	
Amount paid out by municipality for tax appeals in 2017		\$63,122.00	

Property Tax Assessments - Exempt Properties (October 1, 2017 Value)				
	# of Parcels	Assessed Value	% of Total	
15A Public Schools	2	\$45,292,800.00	42.39%	
15B Other Schools			0.00%	
15C Public Property	29	\$38,544,400.00	36.07%	
15D Church and Charities	8	\$15,708,500.00	14.70%	
15E Cemeteries & Graveyards	3	\$495,100.00	0.46%	
15F Other Exempt	7	\$6,807,700.00	6.37%	
Total				
		49	\$106,848,500.00	100.00%
Percentage of Exempt vs. Non-Exempt Properties				
		6.14%		

Prior Budget Year's Payments in Lieu of Tax (PILOT) - 5 Year Exemptions/Abatements				
	# of Parcels	PILOT Billing/Revenue	Assessed Value	Taxes if Billed in Full 2017 Total Tax Rate
G Commercial/Industrial Exemption				
I Dwelling Exemption				
J Dwelling Abatement				
K New Dwelling/Conversion Exemption				
L New Dwelling/Conversion Abatement				
N Multiple Dwelling Exemption				
O Multiple Dwelling Abatement				
Total 5 Yr Exemptions/Abatements	0	0.00	0.00	0.00

USER FRIENDLY BUDGET SECTION

Long Term Tax Exemptions

[illegible]

USER FRIENDLY BUDGET SECTION
BUDGETED PERSONNEL COSTS

Organization / Individuals Eligible for Benefit	# of Full-Time Employees	# of Part-Time Employees	Total Personnel Cost	Base Pay	Overtime and other Compensation	Pension (Estimate)	Health Benefits Net of Cost Share	Employment Taxes and Other Benefits
Governing Body		7.00	54,763.97	\$45,509.00		\$3,498.08	\$0.00	\$5,756.89
Supervisory Staff (Department Heads & Managers)	6.00		1,062,387.00	\$734,330.00		\$125,078.00	\$114,054.00	\$88,925.00
Police Officers (Including Superior Officers)	14.00		2,462,155.29	\$1,550,177.30	\$122,500.00	\$400,856.00	\$202,291.99	\$186,330.00
Fire Fighters (Including Superior Officers)	0.00		0.00	\$0.00		\$0.00	\$0.00	\$0.00
All Other Union Employees not listed above	10.00		1,153,744.55	\$709,892.55	\$106,000.00	\$94,913.00	\$153,138.00	\$89,801.00
All Other Non-Union Employees not listed above	3.00	72.00	589,472.00	\$424,333.00		\$56,215.00	\$55,247.00	\$53,677.00
Totals	33.00	79.00	5,322,522.81	\$3,464,241.85	\$228,500.00	\$680,560.08	\$524,730.99	\$424,489.89

Is the Local Government required to comply with NJSA 11A (Civil Service)? - YES or NO

No

Note - **Base Pay** is the annualized rate of pay to which overtime (if eligible) and/or pension is calculated. Either calculation is fine at the discretion of the Local Unit. Overtime and other compensation is any other item that is charged as a salary and wage expense but not included in Base Pay.

USER FRIENDLY BUDGET SECTION - HEALTH BENEFITS

	Current Year # of Covered Members (Medical & Rx)	Current Year Annual Cost Estimate per Employee	Total Current Year Cost	Prior Year # of Covered Members (Medical & Rx)	Prior Year Annual Cost per Employee (Average)	Total Prior Year Cost
Active Employees - Health Benefits - Annual Cost						
Single Coverage	8.00	\$12,401.00	\$99,208.00	7.00	\$11,861.00	\$83,027.00
Parent & Child	2.00	\$21,232.00	\$42,464.00	2.00	\$21,232.00	\$42,464.00
Employee & Spouse (or Partner)	11.00	\$23,722.00	\$260,942.00	9.00	\$23,722.00	\$213,498.00
Family	7.00	\$33,093.00	\$231,651.00	8.00	\$33,093.00	\$264,744.00
Employee Cost Sharing Contribution (enter as negative -)			(\$170,189.00)			(\$152,542.00)
Subtotal	28.00		\$464,076.00	26.00		\$451,191.00
Elected Officials - Health Benefits - Annual Cost						
Single Coverage			\$0.00			\$0.00
Parent & Child			\$0.00			\$0.00
Employee & Spouse (or Partner)			\$0.00			\$0.00
Family			\$0.00			\$0.00
Employee Cost Sharing Contribution (enter as negative -)						
Subtotal	0.00		\$0.00	0.00		\$0.00
Retirees - Health Benefits - Annual Cost						
Single Coverage	3	\$3,152.00	\$9,456.00	3	\$3,387.00	\$10,161.00
Parent & Child	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Employee & Spouse (or Partner)	8	\$20,234.00	\$161,872.00	7	\$18,202.00	\$127,414.00
Family	4	\$37,194.00	\$148,776.00	3	\$41,500.00	\$124,500.00
Employee Cost Sharing Contribution (enter as negative -)						
Subtotal	15.00		\$320,104.00	13.00		\$262,075.00
GRAND TOTAL	43.00		\$784,180.00	39.00		\$713,266.00

Note - other health insurances such as dental and vision are not included in this analysis unless included in the employees total premium. Therefore, the total from this sheet may not agree with the budgeted appropriation.

Is medical coverage provided by the SHBP (Yes or No)?

YES

Is prescription drug coverage provided by the SHBP (Yes or No)?

YES

USER FRIENDLY BUDGET SECTION
ACCUMULATED ABSENCE LIABILITY

**Legal basis for benefit
(check applicable items)**

Organization/Individuals Eligible for Benefit	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Approved Labor Agreement	Local Ordinance	Individual Employment Agreement
NOT APPLICABLE					
Under the existing policies and labor agreements, employees are not permitted to accumulate unused vacation benefits and sick leave over the life of their working careers.					
Totals	0.00	\$0.00			
Total Funds Reserved as of end of 2017					
Total Funds Appropriated in 2018					

USER FRIENDLY BUDGET SECTION - OUTSTANDING DEBT; PER CAPITA AND BUDGET IMPACT

Gross Debt Deductions Net Debt			Current Year Budget	2019 Budget	2020 Budget	All Additional Future Years' Budgets
Local School Debt			\$825,000.00	\$825,000.00	\$0.00	
Regional School Debt			\$3,794,502.63	\$3,794,502.63	\$0.00	
Utility Fund Debt						
Sewer			\$1,886,258.00	\$1,886,258.00	\$0.00	
0					\$0.00	
0					\$0.00	
0					\$0.00	
0					\$0.00	
0					\$0.00	
Municipal Purposes						
Debt Authorized					\$0.00	
Notes Outstanding			\$1,112,373.00		\$1,112,373.00	
Bonds Outstanding			\$5,409,000.00		\$5,409,000.00	
Loans and Other Debt			\$100,758.00	\$61,592.00	\$39,166.00	
Total (Current Year)			\$13,127,891.63	\$6,567,352.63	\$6,560,539.00	
Population (2010 census)			5,750			
Per Capita Gross Debt			\$2,283.11			
Per Capita Net Debt			\$1,140.96			
3 Yr. Average Property Valuation			\$1,744,052,501.67			
Net Debt as % of 3 Year Avg Property Valuation			0.38%			
Utility Fund - Principal						
Utility Fund - Interest			\$60,284.00	\$37,516.00	\$15,222.00	\$6,100.00
Bond Anticipation Notes - Principal			\$0.00			
Bond Anticipation Notes - Interest			\$27,369.00			
Bonds - Principal			\$1,842,649.00	\$1,878,395.00	\$1,115,765.00	\$2,694,000.00
Bonds - Interest			\$144,438.00	\$114,038.00	\$81,338.00	\$134,712.00
Loans & Other Debt - Principal			\$39,703.00	\$40,501.00	\$20,555.00	\$0.00
Loans & Other Debt - Interest			\$1,818.00	\$1,020.00	\$206.00	\$0.00
Total			\$2,116,261.00	\$2,071,470.00	\$1,233,086.00	\$2,834,812.00
Total Principal			\$1,882,352.00	\$1,918,896.00	\$1,136,320.00	\$2,694,000.00
Total Interest			\$233,909.00	\$152,574.00	\$96,766.00	\$140,812.00
% of Total Current Year Budget			19.19%			
Description			Debt Not Listed Above			
Total Guarantees - Governmental						
Total Guarantees - Other						
Total Capital/Equipment Leases						
Total Other						
Bond Rating			Moody's	Standard & Poors	Fitch	
Rating			Aa2	AAA		
Year of Last Rating			2012	2015		
Mark "X" if Municipality has no bond rating						
Sheet UFB-10						

USER FRIENDLY BUDGET SECTION - SHARED SERVICES PROVIDED AND RECEIVED[illegible]

USER FRIENDLY BUDGET SECTION - LIST OF AUTHORITIES AND FIRE DISTRICTS

Please set forth below the names of all authorities and fire districts that serve your municipality

[illegible]

USER FRIENDLY BUDGET SECTION - Notes

(Press ALT-Enter to go to a new line in each cell)
