



# State of New Jersey Local Government Services

**Year:**  **Municipal User Friendly Budget**

**MUNICIPALITY:**

**Municode:**

**Filename:**

**Website:**

**Phone Number:**

**Mailing Address:**

Email the UFB if not using Outlook

**Municipality:**

**State:**

**Zip:**

**Mayor**

First Name	Middle Name	Last Name	Term Expires	Business Email
Thomas	W.	Randall	12/31/2019	randallt@ho-ho-kusboro.com

**Chief Administrative Officer**

William	J.	Jones		jonesw@ho-ho-kusboro.com
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**Chief Financial Officer**

Joseph		Citro		citroj@ho-ho-kusboro.com
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**Municipal Clerk**

Joan		Herve		clerk@ho-ho-kusboro.com
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**Registered Municipal Accountant**

Paul	W.	Garbarini		officemgr@garbarinicpa.com
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**Governing Body Members**

First Name	Middle Name	Last Name	Term Expires	Business Email
Philip		Rorty	12/31/2019	rortyp@ho-ho-kusboro.com
Kevin		Crossley	12/31/2019	crossleyk@ho-ho-kusboro.com
Edmund		Iannelli	12/31/2020	iannellie@ho-ho-kusboro.com
Steven		Shell	12/31/2020	shells@ho-ho-kusboro.com
Douglas	K.	Troast	12/31/2021	troastd@ho-ho-kusboro.com
Dane		Policastro	12/31/2021	policastrod@ho-ho-kusboro.com

1. Name of the organization	2. Address	3. Telephone number	4. Fax number	5. E-mail address

**USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN**

**2018 Calendar Year Property Tax Levies - ALL entities levying property taxes**

	<u>Calendar Year Tax Rate</u>	<u>Calendar Year Tax Levy</u>	<u>% of Total Levy</u>	<u>Avg Residential Taxpayer Impact</u>
Municipal Purpose Tax	0.582	\$6,760,880.00	27.29%	\$4,331.92
Municipal Library	0.038	\$438,637.00	1.77%	\$281.05
Municipal Open Space			0.00%	\$0.00
Fire Districts (avg. rate/total levies)			0.00%	\$0.00
Other Special Districts (total levies)			0.00%	\$0.00
Local School District	1.234	\$14,322,987.00	57.82%	\$9,183.19
Regional School District			0.00%	\$0.00
County Purposes	0.267	\$3,117,286.00	12.58%	\$1,986.96
County Library			0.00%	\$0.00
County Board of Health			0.00%	\$0.00
County Open Space	0.011	\$131,956.00	0.53%	\$81.86
Other County Levies (total)			0.00%	\$0.00
<b>Total (Calendar Year 2018 Budget)</b>	<b>2.132</b>	<b>\$24,771,746.00</b>	<b>100.00%</b>	<b>\$15,864.98</b>

Total Taxable Valuation as of	October 1, 2018	<u>\$1,161,450,800.00</u>
<small>(To be used to calculate the current year tax rate)</small>		
Current Year Average Residential Assessment		<u>\$744,181.00</u>

**Prior Year to Current Year Comparison**

**Comparison - Municipal Purposes Tax Rate**

Prior Year	Current Year	% Change (+/-)
0.582	0.584	0.34%

**Comparison - Municipal Purposes Tax Levy**

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$6,760,880.00	\$6,803,976.00	0.64%	\$43,096.00

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

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$4,331.92	\$4,346.02	0.33%	\$14.10

**Current Year 2019 Budget**

<u>Taxes</u>	<u>Actual/Estimated</u>	<u>Tax Levy</u>
Municipal Purpose Tax	ESTIMATED	\$6,803,976.00
Municipal Library	ACTUAL	\$436,422.00
Municipal Open Space		
Fire Districts (total levies)		
Other Special Districts (total levies)		
Local School District	ESTIMATED	\$14,755,000.00
Regional School District		
County Purposes	ESTIMATED	\$3,211,000.00
County Library		
County Board of Health		
County Open Space	ESTIMATED	\$136,000.00
Other County Levies (total)		
<b>Total ESTIMATED amount to be raised by taxes</b>		<b>\$25,342,398.00</b>

Revenue Anticipated, Excluding Tax Levy	2,609,345.41
Budget Appropriations, before Reserve for Uncollected Taxes	9,589,743.41
<b>Total Non-Municipal Tax Levy</b>	<b>\$18,102,000.00</b>
Amount to be Raised by Taxes - Before RUT	\$25,082,398.00
Reserve for Uncollected Taxes (RUT)	\$118,443.96
<b>Total Amount to be Raised by Taxes</b>	<b>\$25,200,841.96</b>

% of Tax Collections used to Calculate RUT 99.53%

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

**Tax Collections - ACTUAL as of Prior Year**

Total Tax Revenue, Collections CY 2018	24,786,799.82
Total Tax Levy, CY 2018	24,903,786.39
% of Taxes Collected, CY 2018	<u>99.53%</u>

Delinquent Taxes - December 31, 2018 \$75,458.79

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	Water Utility	Solid Waste Utility	Utility	Utility	Utility	Utility
08	Surplus	3.34%	\$42,000.00	\$1,258,000.00	\$1,300,000.00	\$700,000.00		\$200,000.00	\$400,000.00				
08	Local Revenue	-1.93%	(\$51,592.19)	\$2,672,092.19	\$2,620,500.00	\$707,500.00		\$1,068,000.00	\$845,000.00				
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$295,884.00	\$295,884.00	\$295,884.00							
08	Uniform Construction Code Fees	-10.64%	(\$20,840.00)	\$195,840.00	\$175,000.00	\$175,000.00							
	<b>Special Revenue Items w/ Prior Written Consent</b>												
11	Shared Services Agreements	-2.77%	(\$1,140.69)	\$41,140.69	\$40,000.00	\$40,000.00							
08	Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00		\$0.00								
10	Public and Private Revenue	-36.48%	(\$9,165.61)	\$25,127.02	\$15,961.41	\$15,961.41							
08	Other Special Items	#DIV/0!	\$600,000.00		\$600,000.00	\$600,000.00							
15	Receipts from Delinquent Taxes	-25.70%	(\$25,943.88)	\$100,943.88	\$75,000.00	\$75,000.00							
	<b>Amount to be raised by taxation</b>												
07	Local Tax for Municipal Purposes	-3.30%	(\$251,956.79)	\$7,035,932.79	\$6,803,976.00	\$6,803,976.00							
07	Minimum Library Tax	-0.51%	(\$2,215.67)	\$438,637.67	\$436,422.00	\$436,422.00							
54	Open Space Levy Tax	#DIV/0!	\$0.00		\$0.00								
07	Addition to Local District School Tax	#DIV/0!	\$0.00		\$0.00								
08	Deficit General Budget	#DIV/0!	\$0.00		\$0.00								
	<b>Total</b>	<b>2.48%</b>	<b>\$299,145.17</b>	<b>\$12,063,598.24</b>	<b>\$12,362,743.41</b>	<b>\$9,849,743.41</b>	<b>\$0.00</b>	<b>\$1,268,000.00</b>	<b>\$1,245,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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

FCOA	Budgeted Full-Time	Positions Part-Time	% Difference Current v. Prior Year	\$ 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	Water Utility	Solid Waste Utility	Utility	Utility	Utility	Utility
20	5.00	3.00	2.09%	\$16,500.00	\$788,000.00	\$804,500.00	\$804,500.00								
21	0.00	2.00	20.73%	\$17,000.00	\$82,000.00	\$99,000.00	\$99,000.00								
22	1.00	0.00	7.69%	\$4,000.00	\$52,000.00	\$56,000.00	\$56,000.00								
23			3.69%	\$34,813.00	\$942,187.00	\$977,000.00	\$847,000.00			\$95,000.00	\$35,000.00				
25	20.00	15.00	5.42%	\$135,867.99	\$2,508,532.01	\$2,644,400.00	\$2,644,400.00								
26	9.00	2.00	3.39%	\$43,666.40	\$1,286,295.01	\$1,329,961.41	\$775,000.00	\$19,961.41		\$535,000.00					
27	1.00	0.00	0.00%	\$0.00	\$20,000.00	\$20,000.00	\$20,000.00								
28	0.00	1.00	6.00%	\$3,000.00	\$50,000.00	\$53,000.00	\$53,000.00								
29	3.00	9.00	-0.51%	(\$2,215.67)	\$438,637.67	\$436,422.00	\$436,422.00								
30			11.76%	\$30,000.00	\$255,000.00	\$285,000.00	\$285,000.00								
31			4.55%	\$5,000.00	\$110,000.00	\$115,000.00	\$115,000.00								
32			3.41%	\$46,000.00	\$1,349,000.00	\$1,395,000.00	\$635,000.00				\$760,000.00				
35			#DIV/0!	\$0.00		\$0.00									
36			7.78%	\$67,980.00	\$873,642.00	\$941,622.00	\$856,622.00			\$50,000.00	\$35,000.00				
37			0.00%	\$0.00	\$50,000.00	\$50,000.00	\$50,000.00								
42			1.72%	\$2,000.00	\$116,500.00	\$118,500.00	\$118,500.00								
43	1.00	4.00	0.00%	\$0.00	\$103,500.00	\$103,500.00	\$103,500.00								
44			11.59%	\$120,000.00	\$1,035,000.00	\$1,155,000.00	\$850,000.00			\$290,000.00	\$15,000.00				
45			-24.26%	(\$294,387.50)	\$1,213,225.50	\$918,838.00	\$820,838.00			\$98,000.00					
46			#DIV/0!	\$0.00		\$0.00									
48			#DIV/0!	\$0.00		\$0.00									
50			0.00%	\$0.00	\$260,000.00	\$260,000.00	\$260,000.00								
55			#DIV/0!	\$600,000.00		\$600,000.00				\$200,000.00	\$400,000.00				
<b>Total</b>	<b>40.00</b>	<b>36.00</b>	<b>7.19%</b>	<b>\$829,224.22</b>	<b>\$11,533,519.19</b>	<b>\$12,362,743.41</b>	<b>\$9,829,782.00</b>	<b>\$19,961.41</b>	<b>\$0.00</b>	<b>\$1,268,000.00</b>	<b>\$1,245,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>



## ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA

<u>Property Tax Assessments - Taxable Properties (October 1, 2018 Value)</u>				<u>Property Tax Assessments - Exempt Properties (October 1, 2018 Value)</u>			
	# of Parcels	Assessed Value	% of Total		# of Parcels	Assessed Value	% of Total
1 Vacant Land	90	\$28,374,300.00	1.16%	15A Public Schools	5	\$11,469,200.00	24.17%
2 Residential	1,552	\$584,327,100.00	23.88%	15B Other Schools	2	\$5,113,600.00	10.78%
3A/3B Farm			0.00%	15C Public Property	35	\$19,225,000.00	40.52%
4A Commercial	134	\$405,706,600.00	16.58%	15D Church and Charities	7	\$7,932,100.00	16.72%
4B Industrial	317	\$1,415,030,800.00	57.84%	15E Cemeteries & Graveyards	4	\$903,700.00	1.90%
4C Apartments	13	\$12,998,400.00	0.53%	15F Other Exempt	6	\$2,802,400.00	5.91%
5A/5B Railroad			0.00%				
6A/6B Business Personal Property			0.00%				
<b>Total</b>	<b>2,106</b>	<b>\$2,446,437,200.00</b>	<b>100.00%</b>	<b>Total</b>	<b>59</b>	<b>\$47,446,000.00</b>	<b>100.00%</b>
<b>Average Ratio (%), Assessed to True Value</b>		<b>88.71%</b>		<b>Percentage of Exempt vs. Non-Exempt Properties</b>			
<b>Equalized Valuation, Taxable Properties</b>		<b>\$2,757,791,906.21</b>		<b>1.94%</b>			
<b>Total # of property tax appeals filed in 2018</b>		<b>County Tax Board</b>		<b>12.00</b>			
		<b>State Tax Court</b>		<b>18.00</b>			
<b>Number of 2018 County Tax Board decisions appealed to Tax Court</b>				<b>3.00</b>			
<b>Number of pending property tax appeals in State Tax Court</b>				<b>30.00</b>			
<b>Amount paid out by municipality for tax appeals in 2018</b>				<b>\$38,511.53</b>			

<u>Prior Budget Year's Payments in Lieu of Tax (PILOT) - 5 Year Exemptions/Abatements</u>				
	# of Parcels	PILOT Billing/Revenue	Assessed Value	Taxes if Billed in Full 2018 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				
<b>Total 5 Yr Exemptions/Abatements</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>



**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	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supervisory Staff (Department Heads & Managers)	6.00	4.00	832,330.00	\$634,408.00	\$0.00	\$37,600.00	\$107,318.00	\$53,004.00
Police Officers (Including Superior Officers)	16.00	0.00	2,881,450.00	\$1,934,423.00	\$120,000.00	\$478,021.00	\$335,369.00	\$13,637.00
Fire Fighters (Including Superior Officers)	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
All Other Union Employees not listed above	8.00	0.00	721,315.00	\$482,810.00	\$70,000.00	\$30,080.00	\$80,488.00	\$57,937.00
All Other Non-Union Employees not listed above	10.00	32.00	1,255,042.00	\$867,111.00	\$10,000.00	\$157,921.00	\$147,563.00	\$72,447.00
<b>Totals</b>	<b>40.00</b>	<b>36.00</b>	<b>5,690,137.00</b>	<b>\$3,918,752.00</b>	<b>\$200,000.00</b>	<b>\$703,622.00</b>	<b>\$670,738.00</b>	<b>\$197,025.00</b>

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**

	<b>Current Year # of Covered Members (Medical &amp; Rx)</b>	<b>Current Year Annual Cost Estimate per Employee</b>	<b>Total Current Year Cost</b>	<b>Prior Year # of Covered Members (Medical &amp; Rx)</b>	<b>Prior Year Annual Cost per Employee (Average)</b>	<b>Total Prior Year Cost</b>
<b>Active Employees - Health Benefits - Annual Cost</b>						
Single Coverage	11.00	\$12,867.09	\$141,537.99	13.00	\$12,122.08	\$157,587.04
Parent & Child	2.00	\$21,848.76	\$43,697.52	1.00	\$20,806.32	\$20,806.32
Employee & Spouse (or Partner)	6.00	\$26,615.72	\$159,694.32	4.00	\$25,216.08	\$100,864.32
Family	16.00	\$34,951.80	\$559,228.80	17.00	\$33,044.16	\$561,750.72
Employee Cost Sharing Contribution (enter as negative - )			(\$233,420.00)			(\$215,476.32)
<b>Subtotal</b>	<b>35.00</b>		<b>\$670,738.63</b>	<b>35.00</b>		<b>\$625,532.08</b>
<b>Elected Officials - Health Benefits - Annual Cost</b>						
Single Coverage	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Parent & Child	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Employee & Spouse (or Partner)	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Family	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Employee Cost Sharing Contribution (enter as negative - )						
<b>Subtotal</b>	<b>0.00</b>		<b>\$0.00</b>	<b>0.00</b>		<b>\$0.00</b>
<b>Retirees - Health Benefits - Annual Cost</b>						
Single Coverage	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Parent & Child	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Employee & Spouse (or Partner)	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Family	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Employee Cost Sharing Contribution (enter as negative - )						
<b>Subtotal</b>	<b>0.00</b>		<b>\$0.00</b>	<b>0.00</b>		<b>\$0.00</b>
<b>GRAND TOTAL</b>	<b>35.00</b>		<b>\$670,738.63</b>	<b>35.00</b>		<b>\$625,532.08</b>

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)?**

<b>YES</b>
<b>NO</b>

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



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

			Current Year	2020	2021	All Additional Future
Gross Debt	Deductions	Net Debt	Budget	Budget	Budget	Years' Budgets
Local School Debt	\$6,310,000.00	\$6,310,000.00	\$0.00			
Regional School Debt			\$0.00			
Utility Fund Debt						
Water	\$282,000.00	\$282,000.00	\$0.00			
Solid Waste			\$0.00			
0			\$0.00			
0			\$0.00			
0			\$0.00			
0			\$0.00			
<b>Municipal Purposes</b>						
Debt Authorized	\$808,000.00	\$808,000.00				
Notes Outstanding	\$5,461,000.00	\$5,461,000.00				
Bonds Outstanding	\$1,165,000.00	\$1,165,000.00				
Loans and Other Debt		\$0.00				
<b>Total (Current Year)</b>	<b>\$14,026,000.00</b>	<b>\$6,592,000.00</b>	<b>\$7,434,000.00</b>			
Population (2010 census)	4,127					
Per Capita Gross Debt	\$3,398.59					
Per Capita Net Debt	\$1,801.31					
3 Yr. Average Property Valuation		\$1,312,845,176.00				
Net Debt as % of 3 Year Avg Property Valuation		0.57%				
Utility Fund - Principal			\$90,000.00	\$95,000.00	\$97,000.00	
Utility Fund - Interest			\$8,000.00	\$5,280.00	\$2,667.50	
Bond Anticipation Notes - Principal			\$213,668.00			
Bond Anticipation Notes - Interest			\$131,200.00			
Bonds - Principal			\$375,000.00	\$390,000.00	\$400,000.00	
Bonds - Interest			\$100,850.00	\$21,725.00	\$11,000.00	
Loans & Other Debt - Principal						
Loans & Other Debt - Interest						
<b>Total</b>			<b>\$918,718.00</b>	<b>\$512,005.00</b>	<b>\$510,667.50</b>	<b>\$0.00</b>
<b>Total Principal</b>			<b>\$678,668.00</b>	<b>\$485,000.00</b>	<b>\$497,000.00</b>	<b>\$0.00</b>
<b>Total Interest</b>			<b>\$240,050.00</b>	<b>\$27,005.00</b>	<b>\$13,667.50</b>	<b>\$0.00</b>
<b>% of Total Current Year Budget</b>			<b>7.43%</b>			
<b>Description</b>	<b>Debt Not Listed Above</b>					
Total Guarantees - Governmental						
Total Guarantees - Other						
Total Capital/Equipment Leases						
Total Other						
<b>Bond Rating</b>	<b>Moody's</b>	<b>Standard &amp; Poors</b>	<b>Fitch</b>			
Rating	Aa1					
Year of Last Rating	2018					
<b>Mark "X" if Municipality has no bond rating</b>						





**USER FRIENDLY BUDGET SECTION - Notes**

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