



State of New Jersey Local Government Services

Year: 2016 **Municipal User Friendly Budget**

MUNICIPALITY: 0228 Ho-Ho-Kus Borough - County of Bergen Introduced

Municode: 0228 **Filename:** 0228_fbi_2016.xlsm

Website: www.ho-ho-kusboro.com

Phone Number: 201-652-4400

Mailing Address: 333 Warren Avenue

[Email the UFB if not using Outlook](#)

Municipality: Ho-Ho-Kus **State:** NJ **Zip:** 07423

Mayor

First Name	Middle Name	Last Name	Term Expires	Business Email
Thomas	W.	Randall	7/11/1905	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		ctroj@ho-ho-kusboro.com
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Municipal Clerk

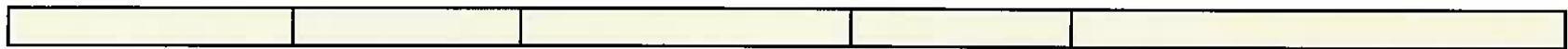
Laura	P.	Borchers		borchersl@ho-hokusboro.com
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Registered Municipal Accountant

Paul	W.	Garbarini		pwgarbarini@garbarinicpa.com
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
Douglas	K	Troast	2018	troastd@ho-ho-kusboro.com
Thomas		Fiato	2016	fiatot@ho-ho-kusboro.com
Philip		Rorty	2016	rortyp@ho-ho-kusboro.com
Kevin		Shea	2016	sheak@ho-ho-kusboro.com
Edmund		Iannelli	2017	iannellie@ho-ho-kusboro.com
Steven		Shell	2017	shells@ho-ho-kusboro.com



USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

2015 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	0.554	\$6,374,673.50	27.88%	\$4,089.12
Municipal Library	0.036	\$418,092.05	1.83%	\$265.72
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	1.136	\$13,057,177.00	57.11%	\$8,384.91
Regional School District			0.00%	\$0.00
County Purposes	0.260	\$2,983,292.00	13.05%	\$1,919.08
County Library			0.00%	\$0.00
County Board of Health			0.00%	\$0.00
County Open Space	0.003	\$31,441.00	0.14%	\$22.14
Other County Levies (total)			0.00%	\$0.00
Total (Calendar Year 2015 Budget)	1.989	\$22,864,675.55	100.00%	\$14,680.97

Total Taxable Valuation as of October 1, 2015 \$1,149,325,100.00
 (To be used to calculate the current year tax rate)
 Current Year Average Residential Assessment \$738,108.00

Prior Year to Current Year Comparison

Comparison - Municipal Purposes Tax Rate

Prior Year	Current Year	% Change (+/-)
0.554	0.569	2.71%

Comparison - Municipal Purposes Tax Levy

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$6,374,673.50	\$6,550,108.50	2.75%	\$175,435.00

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

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$4,089.12	\$4,199.83	2.71%	\$110.72

Sheet UFB-1

Current Year 2016 Budget

Taxes	Actual/Estimated	Tax Levy
Municipal Purpose Tax	ACTUAL	\$6,550,108.50
Municipal Library	ACTUAL	\$433,478.18
Municipal Open Space		
Fire Districts (total levies)		
Other Special Districts (total levies)		
Local School District	ESTIMATED	\$13,400,000.00
Regional School District		
County Purposes	ESTIMATED	\$3,100,000.00
County Library		
County Board of Health		
County Open Space	ESTIMATED	\$35,000.00
Other County Levies (total)		
Total ESTIMATED amount to be raised by taxes		\$23,518,586.68
Revenue Anticipated, Excluding Tax Levy		1,553,391.00
Budget Appropriations, before Reserve for Uncollected Taxes		8,271,978.00
Total Non-Municipal Tax Levy		\$16,535,000.00
Amount to be Raised by Taxes - Before RUT		\$23,253,587.00
Reserve for Uncollected Taxes (RUT)		\$265,000.00
Total Amount to be Raised by Taxes		\$23,518,587.00
% of Tax Collections used to Calculate RUT		<u>98.87%</u>
If % used exceeds the actual collection % then reference the statutory exception used		
Tax Collections - ACTUAL as of Prior Year		
Total Tax Revenue, Collections CY 2015		22,700,621.81
Total Tax Levy, CY 2015		22,917,741.53
% of Taxes Collected, CY 2015		<u>99.05%</u>
Delinquent Taxes - December 31, 2015		<u>\$191,301.07</u>

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	-12.61%	(\$45,000.00)	\$357,000.00	\$312,000.00	\$300,000.00			\$12,000.00				
08	Local Revenue	-6.28%	(\$159,985.84)	\$2,548,310.84	\$2,388,325.00	\$578,025.00		\$967,300.00	\$843,000.00				
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$295,884.00	\$295,884.00	\$295,884.00							
08	Uniform Construction Code Fees	-0.22%	(\$316.00)	\$144,316.00	\$144,000.00	\$144,000.00							
	Special Revenue Items w/ Prior Written Consent												
11	Shared Services Agreements	-2.39%	(\$832.62)	\$34,832.62	\$34,000.00	\$34,000.00							
08	Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00		\$0.00								
10	Public and Private Revenue	-81.30%	(\$45,574.23)	\$56,056.44	\$10,482.21	\$10,482.21							
08	Other Special Items	#DIV/0!	\$0.00		\$0.00								
15	Receipts from Delinquent Taxes	0.05%	\$17,283.07	\$173,716.93	\$191,000.00	\$191,000.00							
	Amount to be raised by taxation												
07	Local Tax for Municipal Purposes	1.13%	\$74,488.30	\$6,473,620.20	\$6,550,108.50	\$6,550,108.50							
07	Minimum Library Tax	3.68%	\$15,386.13	\$418,092.05	\$433,478.18	\$433,478.18							
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								
	Total	-1.38%	(\$144,551.19)	\$10,503,829.08	\$10,359,277.89	\$8,536,977.89	\$0.00	\$967,300.00	\$855,000.00	\$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	\$ 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	
	Full-Time	Part-Time														
20	General Government		-1.76%	(\$11,474.23)	\$650,456.44	\$638,982.21	\$624,500.00	\$14,482.21								
21	Land-Use Administration		9.44%	\$8,500.00	\$90,000.00	\$98,500.00	\$98,500.00									
22	Uniform Construction Code		-15.27%	(\$15,500.00)	\$101,500.00	\$86,000.00	\$86,000.00									
23	Insurance		-1.85%	(\$19,000.00)	\$1,025,000.00	\$1,006,000.00	\$901,000.00			\$80,000.00	\$25,000.00					
25	Public Safety		-0.80%	(\$18,575.00)	\$2,324,775.00	\$2,306,200.00	\$2,306,200.00									
26	Public Works		4.17%	\$63,000.00	\$1,511,000.00	\$1,574,000.00	\$1,024,000.00			\$550,000.00						
27	Health and Human Services		-34.43%	(\$10,500.00)	\$30,500.00	\$20,000.00	\$20,000.00									
28	Parks and Recreation		0.00%	\$0.00	\$49,000.00	\$49,000.00	\$49,000.00									
29	Education (including Library)		3.68%	\$15,386.13	\$418,092.05	\$433,478.18	\$433,478.18									
30	Unclassified		9.09%	\$25,000.00	\$275,000.00	\$300,000.00	\$300,000.00									
31	Utilities and Bulk Purchases		5.02%	\$38,423.00	\$765,054.00	\$803,477.00	\$803,477.00									
32	Landfill / Solid Waste Disposal		-6.98%	(\$60,000.00)	\$860,000.00	\$800,000.00					\$800,000.00					
35	Contingency		#DIV/0!	\$0.00		\$0.00										
36	Statutory Expenditures		4.52%	\$34,000.00	\$752,000.00	\$786,000.00	\$716,000.00			\$50,000.00	\$20,000.00					
37	Judgements		#DIV/0!	\$0.00		\$0.00										
42	Shared Services		-16.50%	(\$25,000.00)	\$151,500.00	\$126,500.00	\$126,500.00									
43	Court and Public Defender		19.65%	\$17,000.00	\$86,500.00	\$103,500.00	\$103,500.00									
44	Capital		-6.33%	(\$25,000.00)	\$395,000.00	\$370,000.00	\$250,000.00			\$110,000.00	\$10,000.00					
45	Debt		7.21%	\$39,435.17	\$546,902.33	\$586,337.50	\$409,037.50			\$177,300.00						
46	Deferred Charges		98.71%	\$3,131.00	\$3,172.00	\$6,303.00	\$6,303.00									
48	Debt - Type 1 School District		#DIV/0!	\$0.00		\$0.00										
50	Reserve for Uncollected Taxes		0.00%	\$0.00	\$265,000.00	\$265,000.00	\$265,000.00									
55	Surplus General Budget		#DIV/0!	\$0.00		\$0.00										
	Total	0.00	0.00	0.57%	\$58,826.07	\$10,300,451.82	\$10,359,277.89	\$8,522,495.68	\$14,482.21	\$0.00	\$967,300.00	\$855,000.00	\$0.00	\$0.00	\$0.00	\$0.00

**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					
Supervisory Staff (Department Heads & Managers)	5.00	3.00	617,240.00	\$484,292.00		\$28,000.00	\$64,994.00	\$39,954.00
Police Officers (Including Superior Officers)	16.00		2,556,852.00	\$1,697,556.00	\$50,000.00	\$400,000.00	\$265,123.00	\$144,173.00
Fire Fighters (Including Superior Officers)	0.00	0.00	0.00					
All Other Union Employees not listed above	6.00	0.00	626,505.00	\$404,248.00	\$50,000.00	\$19,000.00	\$115,782.00	\$37,475.00
All Other Non-Union Employees not listed above	12.00	27.00	1,134,184.00	\$760,004.00	\$2,700.00	\$134,000.00	\$174,557.00	\$62,923.00
Totals	39.00	30.00	4,934,781.00	\$3,346,100.00	\$102,700.00	\$581,000.00	\$620,456.00	\$284,525.00

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	16.00	\$11,568.72	\$185,099.52	14.00	\$10,522.65	\$147,317.10
Parent & Child	3.00	\$19,771.68	\$59,315.04	3.00	\$18,136.56	\$54,409.68
Employee & Spouse (or Partner)	6.00	\$23,724.72	\$142,348.32	7.00	\$22,745.14	\$159,215.98
Family	13.00	\$31,482.72	\$409,275.36	15.00	\$29,443.08	\$441,646.20
Employee Cost Sharing Contribution (enter as negative -)			(\$165,652.56)			(\$133,474.32)
Subtotal	38.00		\$630,385.68	39.00		\$669,114.64
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			\$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
GRAND TOTAL	38.00		\$630,385.68	39.00		\$669,114.64

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)?

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

Yes
No

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

			Current Year	2017	2018	All Additional Future
Gross Debt	Deductions	Net Debt	Budget	Budget	Budget	Years' Budgets
Local School Debt	\$8,295,000.00	\$8,295,000.00	\$0.00			
Regional School Debt			\$0.00			
Utility Fund Debt						
Water	\$1,013,850.00	\$1,013,850.00	\$0.00			
Solid Waste			\$0.00			
0			\$0.00			
0			\$0.00			
0			\$0.00			
0			\$0.00			
Municipal Purposes						
Debt Authorized	\$1,194,900.00	\$1,194,900.00				
Notes Outstanding	\$1,682,000.00	\$1,682,000.00				
Bonds Outstanding	\$2,215,000.00	\$2,215,000.00				
Loans and Other Debt			\$0.00			
Total (Current Year)	\$14,400,750.00	\$9,308,850.00	\$5,091,900.00			
Population (2010 census)	4,127					
Per Capita Gross Debt	\$3,489.40					
Per Capita Net Debt	\$1,233.80					
3 Yr. Average Property Valuation		\$1,262,386,001.67				
Net Debt as % of 3 Year Avg Property Valuation		0.40%				
Utility Fund - Principal			\$150,000.00	\$155,000.00	\$165,000.00	\$282,000.00
Utility Fund - Interest			\$27,300.00	\$18,702.50	\$13,322.50	\$15,477.50
Bond Anticipation Notes - Principal						
Bond Anticipation Notes - Interest			\$21,025.00			
Bonds - Principal			\$335,000.00	\$350,000.00	\$365,000.00	\$1,165,000.00
Bonds - Interest			\$53,012.50	\$46,312.50	\$39,312.50	\$63,825.00
Loans & Other Debt - Principal						
Loans & Other Debt - Interest						
Total			\$586,337.50	\$570,015.00	\$582,635.00	\$1,526,302.50
Total Principal			\$485,000.00	\$505,000.00	\$530,000.00	\$1,447,000.00
Total Interest			\$101,337.50	\$65,015.00	\$52,635.00	\$79,302.50
% of Total Current Year Budget			5.66%			
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					
Year of Last Rating	2011					
Mark "X" if Municipality has no bond rating						

USER FRIENDLY BUDGET SECTION - Notes

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