



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
MICHAEL		GHASSALI	12/31/2019	mghassali@montvaleboro.org

Chief Administrative Officer

MAUREEN		IAROSSI-ALWAN		miarossi@montvaleboro.org
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Chief Financial Officer

KENNETH		SESHOLTZ		ksesholtz@comcast.net
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Municipal Clerk

MAUREEN		IAROSSI-ALWAN		miarossi@montvaleboro.org
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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
DOUGLAS		ARENDACS	12/31/2020	darendacs@montvaleboro.org
ROSE		CURRY	12/31/2020	rcurry@montvaleboro.org
ELIZABETH		GLOEGGLER	12/31/2019	dkoelling@montvaleboro.org
DIETER		KOELLING	12/31/2018	dkoelling@montvaleboro.org
TIMOTHY		LANE	12/31/2019	tlane@montvaleboro.org
MICHAEL		WEAVER	12/31/2018	mweaver@montvaleboro.org

USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

2017 Calendar Year Property Tax Levies - ALL entities levying property taxes					Current Year 2018 Budget		
	Calendar Year	Calendar Year	% of	Avg Residential	Taxes	Actual/Estimated	Tax Levy
	Tax Rate	Tax Levy	Total Levy	Taxpayer Impact			
Municipal Purpose Tax	0.562	\$11,463,762.00	24.40%	\$2,916.79	Municipal Purpose Tax	ACTUAL	\$11,522,622.00
Municipal Library	0.037	\$762,833.00	1.62%	\$192.03	Municipal Library	ACTUAL	\$763,851.00
Municipal Open Space	0.005	\$102,383.00	0.22%	\$25.95	Municipal Open Space	ACTUAL	\$102,988.00
Fire Districts (avg. rate/total levies)			0.00%	\$0.00	Fire Districts (total levies)		
Other Special Districts (total levies)			0.00%	\$0.00	Other Special Districts (total levies)		
Local School District	0.772	\$15,740,203.00	33.50%	\$4,006.69	Local School District	ESTIMATED	\$16,212,409.00
Regional School District	0.656	\$13,387,934.00	28.50%	\$3,404.65	Regional School District	ESTIMATED	\$13,789,572.00
County Purposes	0.260	\$5,295,944.05	11.27%	\$1,349.40	County Purposes	ESTIMATED	\$5,454,822.00
County Library			0.00%	\$0.00	County Library		
County Board of Health			0.00%	\$0.00	County Board of Health		
County Open Space	0.011	\$229,952.02	0.49%	\$57.09	County Open Space	ESTIMATED	\$236,851.00
Other County Levies (total)			0.00%	\$0.00	Other County Levies (total)		
Total (Calendar Year 2017 Budget)	2.303	\$46,983,011.07	100.00%	\$11,952.60	Total ESTIMATED amount to be raised by taxes		\$48,083,115.00
Total Taxable Valuation as of October 1, 2017 <u>\$2,059,761,422.00</u>					Revenue Anticipated, Excluding Tax Levy <u>7,788,820.00</u>		
(To be used to calculate the current year tax rate)					Budget Appropriations, before Reserve for Uncollected Taxes <u>18,392,384.00</u>		
Current Year Average Residential Assessment <u>\$521,184.95</u>					Total Non-Municipal Tax Levy <u>\$35,796,642.00</u>		
<u>Prior Year to Current Year Comparison</u>					Amount to be Raised by Taxes - Before RUT <u>\$46,400,206.00</u>		
<u>Comparison - Municipal Purposes Tax Rate</u>					Reserve for Uncollected Taxes (RUT) <u>\$1,682,909.03</u>		
Prior Year	Current Year	% Change (+/-)			Total Amount to be Raised by Taxes <u>\$48,083,115.03</u>		
0.562	0.559	-0.53%			% of Tax Collections used to Calculate RUT <u>96.50%</u>		
<u>Comparison - Municipal Purposes Tax Levy</u>					If % used exceeds the actual collection % then reference the statutory exception used <u></u>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		<u>Tax Collections - ACTUAL as of Prior Year</u>		
\$11,463,762.00	\$11,522,622.00	0.51%	\$58,860.00		Total Tax Revenue, Collections CY 2017 <u>47,391,306.00</u>		
<u>Comparison - Impact on Avg. Residential Tax Payment (Municipal Purposes Only)</u>					Total Tax Levy, CY 2017 <u>47,695,925.00</u>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		% of Taxes Collected, CY 2017 <u>99.36%</u>		
\$2,916.79	\$2,913.42	-0.12%	(\$3.36)		Delinquent Taxes - December 31, 2017 <u>\$251,304.00</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	Utility	Utility	Utility	Utility	Utility	Utility
08	Surplus	2.45%	\$100,000.00	\$4,075,000.00	\$4,175,000.00	\$4,175,000.00							
08	Local Revenue	-7.74%	(\$47,808.00)	\$617,808.00	\$570,000.00	\$570,000.00							
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$1,262,378.00	\$1,262,378.00	\$1,262,378.00							
08	Uniform Construction Code Fees	-35.89%	(\$363,852.00)	\$1,013,852.00	\$650,000.00	\$650,000.00							
	<i>Special Revenue Items w/ Prior Written Consent</i>												
11	Shared Services Agreements	37.71%	\$79,466.00	\$210,725.00	\$290,191.00	\$290,191.00							
08	Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00		\$0.00								
10	Public and Private Revenue	-63.93%	(\$432,979.00)	\$677,291.00	\$244,312.00	\$244,312.00							
08	Other Special Items	-9.18%	(\$38,584.00)	\$420,523.00	\$381,939.00	\$381,939.00							
15	Receipts from Delinquent Taxes	-52.39%	(\$236,620.00)	\$451,620.00	\$215,000.00	\$215,000.00							
	<i>Amount to be raised by taxation</i>												
07	Local Tax for Municipal Purposes	-14.33%	(\$1,927,914.00)	\$13,450,536.00	\$11,522,622.00	\$11,522,622.00							
07	Minimum Library Tax	0.13%	\$1,018.00	\$762,833.00	\$763,851.00	\$763,851.00							
54	Open Space Levy Tax	-0.89%	(\$926.00)	\$103,914.00	\$102,988.00		\$102,988.00						
07	Addition to Local District School Tax	#DIV/0!	\$0.00		\$0.00								
08	Deficit General Budget	#DIV/0!	\$0.00		\$0.00								
	Total	-12.45%	(\$2,868,199.00)	\$23,046,480.00	\$20,178,281.00	\$20,075,293.00	\$102,988.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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	Utility	Utility	Utility	Utility	Utility	Utility
20	General Government	7.93	11.12	-12.70%	(\$319,805.00)	\$2,518,972.00	\$2,199,167.00	\$2,199,167.00							
21	Land-Use Administration	0.93	0.10	19.88%	\$61,425.00	\$309,025.00	\$370,450.00	\$370,450.00							
22	Uniform Construction Code	2.30	4.32	-4.80%	(\$20,929.00)	\$435,979.00	\$415,050.00	\$415,050.00							
23	Insurance			-25.66%	(\$454,600.00)	\$1,771,600.00	\$1,317,000.00	\$1,317,000.00							
25	Public Safety	28.00	13.00	1.51%	\$65,872.00	\$4,373,336.00	\$4,439,208.00	\$4,424,435.00	\$14,773.00						
26	Public Works		0.21	53.00%	\$130,286.00	\$245,814.00	\$376,100.00	\$376,100.00							
27	Health and Human Services		1.09	16.19%	\$20,390.00	\$125,950.00	\$146,340.00	\$146,340.00							
28	Parks and Recreation	1.00	1.00	11.24%	\$26,818.00	\$238,663.00	\$265,481.00	\$159,155.00	\$3,338.00	\$102,988.00					
29	Education (including Library)			0.30%	\$2,388.00	\$803,906.00	\$806,294.00	\$806,294.00							
30	Unclassified			#DIV/0!	\$0.00		\$0.00								
31	Utilities and Bulk Purchases			0.24%	\$3,200.00	\$1,335,000.00	\$1,338,200.00	\$1,338,200.00							
32	Landfill / Solid Waste Disposal			4.24%	\$25,436.00	\$599,462.00	\$624,898.00	\$615,000.00	\$9,898.00						
35	Contingency			0.00%	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00							
36	Statutory Expenditures			10.49%	\$105,179.00	\$1,002,512.00	\$1,107,691.00	\$1,107,691.00							
37	Judgements			#DIV/0!	\$0.00		\$0.00								
42	Shared Services			5.03%	\$100,285.00	\$1,992,356.00	\$2,092,641.00	\$2,092,641.00							
43	Court and Public Defender	2.00	3.00	-1.91%	(\$2,259.00)	\$118,209.00	\$115,950.00	\$115,178.00	\$772.00						
44	Capital			-62.16%	(\$908,539.00)	\$1,461,539.00	\$553,000.00	\$553,000.00							
45	Debt			1.82%	\$33,947.00	\$1,867,955.00	\$1,901,902.00	\$1,901,902.00							
46	Deferred Charges			1831.82%	\$403,000.00	\$22,000.00	\$425,000.00	\$425,000.00							
48	Debt - Type 1 School District			#DIV/0!	\$0.00		\$0.00								
50	Reserve for Uncollected Taxes			1.20%	\$19,930.00	\$1,662,979.00	\$1,682,909.00	\$1,682,909.00							
55	Surplus General Budget			#DIV/0!	\$0.00		\$0.00								
	Total	42.16	33.84	-3.39%	(\$707,976.00)	\$20,886,257.00	\$20,178,281.00	\$20,046,512.00	\$28,781.00	\$102,988.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**USER FRIENDLY BUDGET SECTION
STRUCTURAL BUDGET IMBALANCES**

Revenues at Risk	Non-recurring appropriation reductions	Future Year Appropriation Increases	Structural Imbalance Offsets	Line Item. Put "X" in cell to the left that corresponds to the type of imbalance.	Amount	Comment/Explanation
X				Surplus Anticipated	\$100,000.00	The increased amount of anticipated surplus being utilized is a result of funding the damage caused by the March 2018 snow storm.
X				Receipt for Delinquent Taxes	\$40,000.00	The increased amount anticipated is a result of the projected amount of rollback taxes to be collected.
	X			Reserve for Tax Appeals: Other Expenses	(\$400,000.00)	The reduction in the appropriation is the result of the reserve being sufficiently funded. Additional funding may be necessary for future budgets
	X			Capital Improvements - Various	(\$538,000.00)	The decrease in the amount appropriated is the result of the increase in the amount of authorized debt proposed for the Borough. Additional funding may be necessary for future budgets.
	X			Employee Medical Insurance	(\$207,200.00)	A decrease of 18.7% is a based on the high deductible plan available for 2018, resulting in the reduction of the cost of premiums. Additional funding may be necessary for future budgets.
	X			Interest on Bonds	(\$46,554.00)	The decrease in the amount appropriated is the result of the decrease in the amount of outstanding bonds. Additional funding may be necessary for future budgets.
		X		Planning Board: Other Expenses	\$48,625.00	The increase in the amount appropriated is the result of the the increase in the amount necessary for professionals hired in connection with affordable housing issues. There are no significant increases projected for 2019.
		X		Police: Salaries and Wages	\$214,070.00	The increase in the amount appropriated is the result of contractual obligations.
		X		Road Repair and Maintenance: Other Expenses	\$105,000.00	The increase in the amount appropriated is the result of funding the damage caused by the March 2018 snow storm. Additional funding is not anticipated for fututre budgets.
		X		Police and Firemen's Retirement System of N.J.	\$78,003.00	The increase in the appropriation is the result of prior year contract negotiations and the increase in the employer contribution required by the State. There are no significant increases projected for 2019.
		X		Interest on Notes	\$85,501.00	The increase in the appropriation is the result of the balance of outstanding notes and the increase in the interest rate. Future increases will be determined based the balance of outstanding notes and the increase or decrease in interest rates.
		X		Emergency Authorization	\$425,000.00	The amount appropriated is the result of the funds that were necessary to pay for a settlement agreement and Police overtime.
			X	N/A	N/A	There are no Structural Imbalance Offsets anticipated for 2018

ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA

<u>Property Tax Assessments - Taxable Properties (October 1, 2017 Value)</u>				<u>Property Tax Assessments - Exempt Properties (October 1, 2017 Value)</u>			
	# of Parcels	Assessed Value	% of Total		# of Parcels	Assessed Value	% of Total
1 Vacant Land	95	\$18,230,600.00	0.89%	15A Public Schools	4	\$45,685,600.00	38.90%
2 Residential	2,804	\$1,461,402,600.00	70.95%	15B Other Schools	1	\$32,528,900.00	27.70%
3A/3B Farm	10	\$1,947,600.00	0.09%	15C Public Property	45	\$24,212,400.00	20.61%
4A Commercial	115	\$547,446,970.00	26.58%	15D Church and Charities	5	\$7,342,500.00	6.25%
4B Industrial	5	\$10,892,500.00	0.53%	15E Cemeteries & Graveyards			0.00%
4C Apartments	1	\$17,653,000.00	0.86%	15F Other Exempt	12	\$7,682,200.00	6.54%
5A/5B Railroad			0.00%				
6A/6B Business Personal Property	1	\$2,188,152.00	0.11%				
Total	3,031	\$2,059,761,422.00	100.00%	Total	67	\$117,451,600.00	100.00%
Average Ratio (%), Assessed to True Value				89.03%			
Equalized Valuation, Taxable Properties				\$2,313,558,825.12			
Total # of property tax appeals filed in 2017			County Tax Board			11.00	
			State Tax Court			15.00	
Number of 2017 County Tax Board decisions appealed to Tax Court				0.00			
Number of pending property tax appeals in State Tax Court				21.00			
Amount paid out by municipality for tax appeals in 2017				\$767,537.00			

Percentage of Exempt vs.
Non-Exempt Properties 5.70%

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			N/A	
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
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	53,600.00	\$47,900.00				\$5,700.00
Supervisory Staff (Department Heads & Managers)	6.25	5.28	818,346.93	\$561,025.00	\$8,732.00	\$58,887.80	\$119,966.40	\$69,735.73
Police Officers (Including Superior Officers)	26.00		4,971,328.00	\$3,293,000.00	\$286,500.00	\$725,274.00	\$496,892.00	\$169,662.00
Fire Fighters (Including Superior Officers)			116,000.00					\$116,000.00
All Other Union Employees not listed above			0.00					
All Other Non-Union Employees not listed above	9.91	21.56	1,584,701.07	\$1,002,044.00	\$27,684.00	\$105,179.20	\$283,641.60	\$166,152.27
Totals	42.16	33.84	7,543,976.00	\$4,903,969.00	\$322,916.00	\$889,341.00	\$900,500.00	\$527,250.00

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
<u>Active Employees - Health Benefits - Annual Cost</u>						
Single Coverage	14.00	\$12,887.00	\$180,418.00	12.00	\$16,688.00	\$200,256.00
Parent & Child	1.00	\$14,496.00	\$14,496.00	1.00	\$20,252.00	\$20,252.00
Employee & Spouse (or Partner)	9.00	\$29,605.00	\$266,445.00	8.00	\$33,377.00	\$267,016.00
Family	16.00	\$35,901.00	\$574,416.00	16.00	\$43,369.00	\$693,904.00
Employee Cost Sharing Contribution (enter as negative -)			(\$135,275.00)			(\$73,728.00)
Subtotal	40.00		\$900,500.00	37.00		\$1,107,700.00
<u>Elected Officials - Health Benefits - Annual Cost</u>						
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
<u>Retirees - Health Benefits - Annual Cost</u>						
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	40.00		\$900,500.00	37.00		\$1,107,700.00

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)?

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

**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
Police Department - Union	809.05	\$639,374.36	X		
Police Department - Non Union	149.34	\$113,657.60		X	X
Administrative - Non Union	78.00	\$24,440.52			
Totals	1036.39	\$777,472.48			
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	Deductions	Net				
	Debt		Debt	Current Year	2019	2020	All Additional Future
				Budget	Budget	Budget	Years' Budgets
Local School Debt	\$2,829,640.00	\$2,829,640.00	\$0.00				
Regional School Debt	\$5,119,897.95	\$5,119,897.95	\$0.00				
Utility Fund Debt							
0			\$0.00				
0			\$0.00				
0			\$0.00				
0			\$0.00				
0			\$0.00				
0			\$0.00				
Municipal Purposes							
Debt Authorized	\$507,500.00		\$507,500.00				
Notes Outstanding	\$7,600,000.00		\$7,600,000.00				
Bonds Outstanding	\$3,355,000.00	\$97,979.90	\$3,257,020.10				
Loans and Other Debt			\$0.00				
Total (Current Year)	\$19,412,037.95	\$8,047,517.85	\$11,364,520.10				
Population (2010 census)	7,844						
Per Capita Gross Debt	\$2,474.76						
Per Capita Net Debt	\$1,448.82						
3 Yr. Average Property Valuation		\$2,253,282,329.33					
Net Debt as % of 3 Year Avg Property Valuation		0.50%					
Utility Fund - Principal							
Utility Fund - Interest							
Bond Anticipation Notes - Principal							
Bond Anticipation Notes - Interest	\$171,001.00						
Bonds - Principal	\$1,625,000.00	\$875,000.00	\$425,000.00	\$430,000.00			
Bonds - Interest	\$105,901.00	\$47,562.00	\$21,375.00	\$10,750.00			
Loans & Other Debt - Principal							
Loans & Other Debt - Interest							
Total	\$1,901,902.00	\$922,562.00	\$446,375.00	\$440,750.00			
Total Principal	\$1,625,000.00	\$875,000.00	\$425,000.00	\$430,000.00			
Total Interest	\$276,902.00	\$47,562.00	\$21,375.00	\$10,750.00			
% of Total Current Year Budget	9.43%						
Description	Debt Not Listed Above						
Total Guarantees - Governmental							
Total Guarantees - Other		N/A					
Total Capital/Equipment Leases							
Total Other							
Bond Rating	<u>Moody's</u>	<u>Standard & Poors</u>	<u>Fitch</u>				
Rating		AAA					
Year of Last Rating		2014					
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)
