



State of New Jersey Local Government Services

Year: **Municipal User Friendly Budget**

MUNICIPALITY:

Municode: **Filename:**

Website:

Phone Number:

Mailing Address:

Municipality: **State:** **Zip:**

Mayor

First Name	Middle Name	Last Name	Term Expires	Business Email
William	C	Packer	12/31/2022	wpacker@bwhnj.com

Chief Administrative Officer

Vikki		Holmstrom		vikki@bwhnj.com
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Chief Financial Officer

Vikki		Holmstrom		vikki@bwhnj.com
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Municipal Clerk

Shannon	M	Elton		rmc@bwhnj.com
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Registered Municipal Accountant

Michael	J	Welding		mwelding@bowmancpa.com
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
Cara		Witasick	12/31/2022	cwitasick@bwhnj.com
Harold	A	Pye, Jr.	12/31/2024	hpye@bwhnj.com
Richard	J	Gambale	12/31/2023	rgambale@bwhnj.com
Robert		Morison	12/31/2022	rmorison@bwhnj.com
Jeffrey	A	Pitzo	12/31/2023	jpitzo@bwhnj.com
Joseph		Getsinger	12/31/2024	jgetsinger@bwhnj.com

USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

<u>2021 Calendar Year Property Tax Levies - ALL entities levying property taxes</u>					<u>Current Year 2022 Budget</u>		
	<u>Calendar Year</u>	<u>Calendar Year</u>	<u>% of</u>	<u>Avg Residential</u>	<u>Taxes</u>	<u>Actual/Estimated</u>	<u>Tax Levy</u>
	<u>Tax Rate</u>	<u>Tax Levy</u>	<u>Total Levy</u>	<u>Taxpayer Impact</u>			
Municipal Purpose Tax	1.270	\$3,184,767.99	27.89%	\$2,257.21	Municipal Purpose Tax	ACTUAL	\$3,226,167.48
Municipal Library			0.00%	\$0.00	Municipal Library		
Municipal Open Space			0.00%	\$0.00	Municipal Open Space		
Municipal Arts and Culture			0.00%	\$0.00	Municipal Arts and Culture		
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	1.149	\$2,883,583.00	25.25%	\$2,042.16	Local School District	ESTIMATED	\$2,941,254.66
Regional School District	1.376	\$3,450,988.00	30.22%	\$2,445.61	Regional School District	ESTIMATED	\$3,520,007.76
County Purposes	0.671	\$1,681,307.23	14.72%	\$1,192.59	County Purposes	ESTIMATED	\$1,716,086.09
County Library	0.047	\$115,811.16	1.01%	\$83.53	County Library	ESTIMATED	\$118,184.42
County Board of Health			0.00%	\$0.00	County Board of Health		
County Open Space	0.041	\$102,778.42	0.90%	\$72.87	County Open Space	ESTIMATED	\$104,894.03
Other County Levies (total)			0.00%	\$0.00	Other County Levies (total)		
Total (Calendar Year 2021 Budget)	4.554	\$11,419,235.80	100.00%	\$8,093.98	Total ESTIMATED amount to be raised by taxes		\$11,626,594.44
Total Taxable Valuation as of October 1, 2021 <u>\$250,026,911.00</u> (To be used to calculate the current year tax rate)					Revenue Anticipated, Excluding Tax Levy <u>1,109,067.60</u>		
Current Year Average Residential Assessment <u>\$177,733.40</u>					Budget Appropriations, before Reserve for Uncollected Taxes <u>4,091,076.60</u>		
<u>Prior Year to Current Year Comparison</u>					Total Non-Municipal Tax Levy <u>\$8,400,426.96</u>		
<u>Comparison - Municipal Purposes Tax Rate</u>					Amount to be Raised by Taxes - Before RUT <u>\$11,382,435.96</u>		
Prior Year	Current Year	% Change (+/-)			Reserve for Uncollected Taxes (RUT) <u>\$244,158.48</u>		
1.270	1.290	1.60%			Total Amount to be Raised by Taxes <u>\$11,626,594.44</u>		
<u>Comparison - Municipal Purposes Tax Levy</u>					% of Tax Collections used to Calculate RUT <u>97.90%</u>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		If % used exceeds the actual collection % then reference the statutory exception used		
\$3,184,767.99	\$3,226,167.48	1.30%	\$41,399.49				
<u>Comparison - Impact on Avg. Residential Tax Payment (Municipal Purposes Only)</u>					<u>Tax Collections - ACTUAL as of Prior Year</u>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		Total Tax Revenue, Collections CY 2021 <u>11,291,035.59</u>		
\$2,257.21	\$2,293.29	1.60%	\$36.08		Total Tax Levy, CY 2021 <u>11,430,475.76</u>		
					% of Taxes Collected, CY 2021 <u>98.78%</u>		
					Delinquent Taxes - December 31, 2021 <u>\$99,470.14</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	Arts and Culture Trust Fund	Water/Sewer Utility	Utility	Utility	Utility	Utility
08	Surplus	3.18%	\$25,000.00	\$787,000.00	\$812,000.00	\$505,000.00			\$307,000.00				
08	Local Revenue	-2.94%	(\$46,692.23)	\$1,589,392.23	\$1,542,700.00	\$74,700.00			\$1,468,000.00				
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$300,090.00	\$300,090.00	\$300,090.00							
08	Uniform Construction Code Fees	#DIV/0!	\$0.00		\$0.00								
Special Revenue Items w/ Prior Written Consent													
11	Shared Services Agreements	-8.11%	(\$9,560.87)	\$117,870.87	\$108,310.00	\$108,310.00							
08	Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00		\$0.00								
10	Public and Private Revenue	0.00%	\$0.00	\$35,438.97	\$35,438.97	\$35,438.97							
08	Other Special Items	#DIV/0!	\$0.00		\$0.00								
15	Receipts from Delinquent Taxes	-47.21%	(\$84,964.48)	\$179,964.48	\$95,000.00	\$95,000.00							
Amount to be raised by taxation													
07	Local Tax for Municipal Purposes	-2.65%	(\$87,862.81)	\$3,313,713.64	\$3,225,850.83	\$3,225,850.83							
07	Minimum Library Tax	#DIV/0!	\$0.00		\$0.00								
54	Open Space Levy Tax	#DIV/0!	\$0.00		\$0.00								
56	Arts and Cultural 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	-3.23%	(\$204,080.39)	\$6,323,470.19	\$6,119,389.80	\$4,344,389.80	\$0.00	\$0.00	\$1,775,000.00	\$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	Arts and Culture Trust Fund	Water/Sewer Utility	Utility	Utility	Utility	Utility
20	4.00	7.00	-43.79%	(\$441,800.00)	\$1,008,900.00	\$567,100.00	\$449,300.00				\$117,800.00				
21			-17.84%	(\$3,300.00)	\$18,500.00	\$15,200.00	\$15,200.00								
22			0.00%	\$0.00	\$4,100.00	\$4,100.00	\$4,100.00								
23			-3.00%	(\$20,000.00)	\$667,500.00	\$647,500.00	\$569,500.00				\$78,000.00				
25	8.00	11.00	2.47%	\$21,450.37	\$869,902.44	\$891,352.81	\$775,500.00	\$115,852.81							
26	5.00		-7.24%	(\$70,603.82)	\$974,691.98	\$904,088.16	\$418,000.00	\$15,188.16			\$470,900.00				
27			-100.00%	(\$100.00)	\$100.00	\$0.00									
28			-3.23%	(\$600.00)	\$18,600.00	\$18,000.00	\$18,000.00								
29			#DIV/0!	\$0.00	\$0.00	\$0.00									
30			#DIV/0!	\$0.00	\$0.00	\$0.00									
31			87.12%	\$401,800.00	\$461,200.00	\$863,000.00	\$135,500.00				\$727,500.00				
32			-6.07%	(\$8,500.00)	\$140,000.00	\$131,500.00	\$131,500.00								
35			#DIV/0!	\$0.00	\$0.00	\$0.00									
36			-2.98%	(\$13,292.00)	\$445,504.00	\$432,212.00	\$409,212.00				\$23,000.00				
37			#DIV/0!	\$0.00	\$0.00	\$0.00									
42			49.89%	\$140,390.00	\$281,420.00	\$421,810.00	\$421,810.00								
43			#DIV/0!	\$0.00	\$0.00	\$0.00									
44			0.00%	\$0.00	\$120,000.00	\$120,000.00	\$80,000.00				\$40,000.00				
45			1.66%	\$13,300.00	\$802,075.00	\$815,375.00	\$491,575.00				\$323,800.00				
46			66.67%	\$20,000.00	\$30,000.00	\$50,000.00	\$50,000.00								
48			#DIV/0!	\$0.00	\$0.00	\$0.00									
50			-5.62%	(\$14,525.16)	\$258,676.99	\$244,151.83	\$244,151.83								
55			#DIV/0!	\$0.00	\$0.00	\$0.00									
Total	17.00	18.00	0.40%	\$24,219.39	\$6,101,170.41	\$6,125,389.80	\$4,213,348.83	\$131,040.97	\$0.00	\$0.00	\$1,781,000.00	\$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
					NONE		

ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA

Property Tax Assessments - Taxable Properties (October 1, 2021 Value)				Property Tax Assessments - Exempt Properties (October 1, 2021 Value)			
	# of Parcels	Assessed Value	% of Total		# of Parcels	Assessed Value	% of Total
1 Vacant Land	106	\$5,600,000.00	2.24%	15A Public Schools	4	\$27,389,600.00	54.10%
2 Residential	1,066	\$189,463,800.00	75.67%	15B Other Schools	0		0.00%
3A/3B Farm			0.00%	15C Public Property	52	\$8,405,300.00	16.60%
4A Commercial	88	\$47,270,800.00	18.88%	15D Church and Charities	7	\$10,533,200.00	20.81%
4B Industrial	11	\$6,776,100.00	2.71%	15E Cemeteries & Graveyards	0		8.49%
4C Apartments	1	\$300,000.00	0.12%	15F Other Exempt	18	\$4,296,700.00	#REF!
5A/5B Railroad	2	\$344,500.00	0.14%				
6A/6B Business Personal Property	1	\$616,211.00	0.25%				
Total	1,275	\$250,371,411.00	100.00%	Total	81	\$50,624,800.00	#REF!
Average Ratio (%), Assessed to True Value		96.71%		Percentage of Exempt vs. Non-Exempt Properties <u>20.22%</u>			
Equalized Valuation, Taxable Properties		\$258,888,854.31					
Total # of property tax appeals filed in 2021		County Tax Board	6.00				
		State Tax Court	1.00				
Number of 2021 County Tax Board decisions appealed to Tax Court			0.00				
Number of pending property tax appeals in State Tax Court			0.00				
Amount paid out by municipality for tax appeals in 2021			\$0.00				

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 2021 Total Tax Rate
G Commercial/Industrial Exemption	0			
I Dwelling Exemption	0			
J Dwelling Abatement	0			
K New Dwelling/Conversion Exemption	0			
L New Dwelling/Conversion Abatement	0			
N Multiple Dwelling Exemption	0			
O Multiple Dwelling Abatement	0			
Total 5 Yr Exemptions/Abatements	0	0.00	0.00	0.00

**USER FRIENDLY BUDGET SECTION
Long Term Tax Exemptions**

<u>Prior Budget Year's Payments in Lieu of Tax (PILOT) - Long Term Tax Exemptions</u>					<u>Prior Budget Year's Payments in Lieu of Tax (PILOT) - Long Term Tax Exemptions</u>					<u>Prior Budget Year's Payments in Lieu of Tax (PILOT) - Long Term Tax Exemptions</u>					<u>Prior Budget Year's Payments in Lieu of Tax (PILOT) - Long Term Tax Exemptions</u>				
Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2021 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2021 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2021 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2021 Total Tax Rate
NONE																			
Total Long Term Exemptions - Column Total		0.00	0.00	0.00	Total Long Term Exemptions - Column Total		\$0.00	\$0.00	\$0.00	Total Long Term Exemptions - Column Total		\$0.00	\$0.00	\$0.00	Total Long Term Exemptions - Column Total		\$0.00	\$0.00	\$0.00
Mark "X" if Grand Total					Total Long Term Exemptions - GRAND TOTAL		\$0.00	\$0.00	\$0.00	Total Long Term Exemptions - GRAND TOTAL		\$0.00	\$0.00	\$0.00	Total Long Term Exemptions - GRAND TOTAL		\$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	7.00	23,699.36	\$21,592.00	\$0.00	\$455.57	\$0.00	\$1,651.79
Supervisory Staff (Department Heads & Managers)	3.00	0.00	464,649.88	\$318,260.00	\$20,734.54	\$47,007.97	\$52,714.29	\$25,933.08
Police Officers (Including Superior Officers)	7.00	2.00	900,439.96	\$541,770.87	\$37,500.00	\$168,897.23	\$107,957.64	\$44,314.22
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	5.00	7.00	624,172.14	\$359,039.35	\$80,094.85	\$54,250.85	\$97,193.33	\$33,593.77
All Other Non-Union Employees not listed above	2.00	2.00	150,737.18	\$95,467.00	\$2,637.11	\$14,425.06	\$30,703.05	\$7,504.96
Totals	17.00	18.00	2,163,698.53	\$1,336,129.22	\$140,966.50	\$285,036.68	\$288,568.31	\$112,997.82

Is the Local Government required to comply with N.J.S.A. 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	7.00	\$11,860.18	\$83,021.26	3.00	\$11,821.72	\$35,465.16
Parent & Child	1.00	\$19,736.88	\$19,736.88	1.00	\$22,096.20	\$22,096.20
Employee & Spouse (or Partner)	1.00	\$22,411.20	\$22,411.20	3.00	\$22,872.96	\$68,618.88
Family	7.00	\$32,481.15	\$227,368.05	9.00	\$32,865.84	\$295,792.56
Employee Cost Sharing Contribution (enter as negative -)			(\$78,387.36)			(\$57,035.22)
Subtotal	16.00		\$274,150.03	16.00		\$364,937.58
Elected Officials - Health Benefits - Annual Cost						
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 -)			\$0.00			\$0.00
Subtotal	0.00		\$0.00	0.00		\$0.00
Retirees - Health Benefits - Annual Cost						
Single Coverage	4	\$14,935.47	\$59,741.88	4	\$11,422.38	\$45,689.52
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 -)			\$0.00			\$0.00
Subtotal	4.00		\$59,741.88	4.00		\$45,689.52
GRAND TOTAL	20.00		\$333,891.91	20.00		\$410,627.10

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
Borough Clerk	20.07	\$5,101.95		x	
CMFO/TCT/QPA	46.10	\$26,211.31		x	
Director of Public Works	8.81	\$3,099.89		x	
AFSCME Local 3858A	130.11	\$28,559.48	x		
PBA 122	322.63	\$114,594.63	x		
Chief of Police	74.44	\$30,382.41		x	
Totals	602.16	\$207,949.67			
Total Funds Reserved as of end of 2021		\$0.00			
Total Funds Appropriated in 2022		\$0.00			

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

	Gross Debt	Deductions	Net Debt		Current Year	2023	2024	All Additional Future
					Budget	Budget	Budget	Years' Budgets
Local School Debt	\$1,935,516.00	\$1,935,516.00	\$0.00	Utility Fund - Principal	\$225,000.00	\$235,000.00	\$240,000.00	\$2,640,000.00
Regional School Debt	\$1,034,153.81	\$1,034,153.81	\$0.00	Utility Fund - Interest	\$98,800.00	\$77,500.00	\$72,200.00	\$385,262.54
Utility Fund Debt				Bond Anticipation Notes - Principal	\$0.00			
Water/Sewer	\$4,370,000.00	\$4,370,000.00	\$0.00	Bond Anticipation Notes - Interest	\$0.00			
			\$0.00	Bonds - Principal	\$425,000.00	\$430,000.00	\$440,000.00	\$1,480,000.00
			\$0.00	Bonds - Interest	\$66,575.00	\$54,756.26	\$42,856.26	\$95,700.04
			\$0.00	Loans & Other Debt - Principal	\$0.00	\$0.00	\$0.00	\$0.00
			\$0.00	Loans & Other Debt - Interest	\$0.00	\$0.00	\$0.00	\$0.00
			\$0.00	Total	\$815,375.00	\$797,256.26	\$795,056.26	\$4,600,962.58
Municipal Purposes				Total Principal	\$650,000.00	\$665,000.00	\$680,000.00	\$4,120,000.00
Debt Authorized (BNI)	\$792,500.00		\$792,500.00	Total Interest	\$165,375.00	\$132,256.26	\$115,056.26	\$480,962.58
Notes Outstanding			\$0.00	% of Total Current Year Budget	13.31%			
Bonds Outstanding	\$2,775,000.00		\$2,775,000.00					
Loans and Other Debt			\$0.00					
Total (Current Year)	\$10,907,169.81	\$7,339,669.81	\$3,567,500.00	Description	Debt Not Listed Above			
Population (2010 census)	3,055			Total Guarantees - Governmental	\$0.00			
Per Capita Gross Debt	\$3,570.27			Total Guarantees - Other	\$0.00			
Per Capita Net Debt	\$1,167.76			Total Capital/Equipment Leases	\$0.00			
3 Year Average Property Valuation		\$269,971,916.67		Total Other	\$0.00			
Net Debt as % of 3 Year Average Property Valuation		1.32%		Bond Rating	<u>Moody's</u>	<u>Standard & Poors</u>	<u>Fitch</u>	
				Rating	A2	AA		
				Year of Last Rating	2016	2019		
				Mark "X" if Municipality has no bond rating				

USER FRIENDLY BUDGET SECTION - SHARED SERVICES PROVIDED AND RECEIVED

Lead or Recipient Agency	Agency Type	Providing Services To/Receiving Services From	Department	Type of Shared Service	Notes (Enter more specifics if needed)	Begin Date	End Date	Amount to be Received/Paid
Amount Received Total								\$108,310.00
Amount Paid Total								\$313,443.00
Total								\$421,753.00

USER FRIENDLY BUDGET SECTION - Notes

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