



State of New Jersey Local Government Services

Year: **Municipal User Friendly Budget**

MUNICIPALITY: 0243 Old Tappan Borough - County of Bergen

Adopted

Municode: 0243

Filename: 0243_fba_2015.xlsm

Website: oldtappan.net

Phone Number:

201-664-1849

Mailing Address:

227 Old Tappan Road

☐ Email the UFB if not using Outlook

Municipality: Old Tappan

State: NJ

Zip: 07675

Mayor

First Name	Middle Name	Last Name	Term Expires	Business Email
Victor		Polce	12/31/2015	mayor@oldtappan.net

Chief Administrative Officer

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

Rebecca		Overgaard		rovergaard@oldtappan.net
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Municipal Clerk

Jean		Donch		jdonch@oldtappan.net
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
Ronald		Binaghi	12/31/2017	binaghi@oldtappan.net
John		Kramer	12/31/2014	kramer@oldtappan.net
Guy		Carnazza	12/31/2015	carnazza@oldtappan.net
Anna		Haverilla	12/31/2015	haverilla@oldtappan.net
Victor		Cioce	12/31/2016	cioce@oldtappan.net
Matthew		Nalbandian	12/31/2016	nalbandian@oldtappan.net

USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

2014 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	0.282	\$4,864,395.00	15.11%	\$2,315.72
Municipal Library	0.000	\$0.00	0.00%	\$0.00
Municipal Open Space	0.010	\$172,075.00	0.53%	\$82.12
Fire Districts (avg. rate/total levies)			0.00%	\$0.00
Other Special Districts (total levies)			0.00%	\$0.00
Local School District	0.790	\$13,594,559.00	42.24%	\$6,487.31
Regional School District	0.557	\$9,585,034.00	29.78%	\$4,573.96
County Purposes	0.229	\$3,924,477.41	12.19%	\$1,880.50
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	0.003	\$42,723.87	0.13%	\$24.64
Other County Levies (total)			0.00%	\$0.00
Total (Calendar Year 2014 Budget)	1.871	\$32,183,264.28	100.00%	\$15,364.24

Total Taxable Valuation as of October 1, 2014 \$1,725,627,784.00
 (To be used to calculate the current year tax rate)
 Current Year Average Residential Assessment \$821,178.00

Prior Year to Current Year Comparison

Comparison - Municipal Purposes Tax Rate

Prior Year	Current Year	% Change (+/-)
0.282	0.295	4.61%

Comparison - Municipal Purposes Tax Levy

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$4,864,395.00	\$5,095,115.00	4.74%	\$230,720.00

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

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$2,315.72	\$2,422.48	4.61%	\$106.75

Sheet UFB-1

Current Year 2015 Budget

Taxes	Actual/Estimated	Tax Levy
Municipal Purpose Tax	ACTUAL	\$5,095,115.00
Municipal Library		
Municipal Open Space	ACTUAL	\$172,563.00
Fire Districts (total levies)		
Other Special Districts (total levies)		
Local School District	ACTUAL	\$13,895,990.00
Regional School District	ESTIMATED	\$9,776,735.00
County Purposes	ESTIMATED	\$4,002,967.00
County Library		
County Board of Health		
County Open Space	ESTIMATED	\$43,578.00
Other County Levies (total)		
Total ESTIMATED amount to be raised by taxes		\$32,986,948.00

Revenue Anticipated, Excluding Tax Levy	4,091,454.00
Budget Appropriations, before Reserve for Uncollected Taxes	8,396,569.00
Total Non-Municipal Tax Levy	\$27,891,833.00
Amount to be Raised by Taxes - Before RUT	\$32,196,948.00
Reserve for Uncollected Taxes (RUT)	\$795,108.56
Total Amount to be Raised by Taxes	\$32,992,056.56

% of Tax Collections used to Calculate RUT 97.59%

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

Tax Collections - ACTUAL as of Prior Year

Total Tax Revenue, Collections CY 2014	31,976,361.00
Total Tax Levy, CY 2014	32,296,333.00
% of Taxes Collected, CY 2014	99.01%

Delinquent Taxes - December 31, 2014 \$278,937.00

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

FCOA		% Difference Current vs. Prior Year	S 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	10.06%	\$85,000.00	\$845,000.00	\$930,000.00	\$800,000.00		\$130,000.00					
08	Local Revenue	-2.11%	(\$41,463.00)	\$1,962,196.00	\$1,920,733.00	\$775,900.00		\$1,144,833.00					
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	-13.89%	(\$32,272.00)	\$232,272.00	\$200,000.00	\$200,000.00							
Special Revenue Items w/ Prior Written Consent													
11	Shared Services Agreements	7.56%	\$10,895.00	\$144,105.00	\$155,000.00	\$155,000.00							
08	Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
10	Public and Private Revenue	-8.94%	(\$5,580.00)	\$62,390.00	\$56,810.00	\$56,810.00							
08	Other Special Items	-6.77%	(\$25,140.00)	\$371,358.00	\$346,218.00	\$346,218.00							
15	Receipts from Delinquent Taxes	-21.30%	(\$69,019.00)	\$324,019.00	\$255,000.00	\$255,000.00							
Amount to be raised by taxation													
07	Local Tax for Municipal Purposes	-5.38%	(\$299,299.00)	\$5,566,977.00	\$5,267,678.00	\$5,095,115.00	\$172,563.00						
07	Minimum Library Tax	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
54	Open Space Levy Tax	#DIV/0!	\$0.00		\$0.00	\$0.00							
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	-3.42%	(\$376,878.00)	\$11,010,843.00	\$10,633,965.00	\$9,186,569.00	\$172,563.00	\$1,274,833.00	\$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	Sewer Utility	Utility	Utility	Utility	Utility	Utility
20	General Government	4.10	11.50	1.87%	\$11,846.00	\$633,118.00	\$644,964.00	\$644,964.00								
21	Land-Use Administration		1.07	-1.98%	(\$597.00)	\$30,150.00	\$29,553.00	\$29,553.00								
22	Uniform Construction Code		4.84	-0.89%	(\$1,065.00)	\$119,110.00	\$118,045.00	\$118,045.00								
23	Insurance			3.91%	\$35,755.00	\$914,498.00	\$950,253.00	\$950,253.00								
25	Public Safety	14.41	13.86	3.54%	\$80,925.00	\$2,288,291.00	\$2,369,216.00	\$2,369,216.00								
26	Public Works	4.17	4.00	-0.38%	(\$2,590.00)	\$684,835.00	\$682,245.00	\$682,245.00								
27	Health and Human Services	0.14	0.43	0.55%	\$246.00	\$44,701.00	\$44,947.00	\$44,947.00								
28	Parks and Recreation	3.00	47.77	-0.24%	(\$1,129.00)	\$461,640.00	\$460,511.00	\$460,511.00								
29	Education (including Library)			0.52%	\$3,001.00	\$572,652.00	\$575,653.00	\$575,653.00								
30	Unclassified	4.71		4.41%	\$54,438.00	\$1,234,294.00	\$1,288,732.00	\$57,810.00			\$131,043.00	\$1,099,879.00				
31	Utilities and Bulk Purchases			-6.02%	(\$13,100.00)	\$217,490.00	\$204,390.00	\$204,390.00								
32	Landfill / Solid Waste Disposal			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
35	Contingency			0.00%	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00								
36	Statutory Expenditures			0.25%	\$2,060.00	\$824,481.00	\$826,541.00	\$776,541.00				\$50,000.00				
37	Judgements			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
42	Shared Services		1.00	-7.33%	(\$14,200.00)	\$193,800.00	\$179,600.00	\$179,600.00								
43	Court and Public Defender		1.00	-2.23%	(\$346.00)	\$15,510.00	\$15,164.00	\$15,164.00								
44	Capital			-58.06%	(\$149,500.00)	\$257,500.00	\$108,000.00	\$100,000.00				\$8,000.00				
45	Debt			-5.03%	(\$58,377.00)	\$1,159,528.00	\$1,101,151.00	\$942,677.00			\$41,520.00	\$116,954.00				
46	Deferred Charges			17677.78%	\$238,650.00	\$1,350.00	\$240,000.00	\$240,000.00								
48	Debt - Type 1 School District			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
50	Reserve for Uncollected Taxes			3.27%	\$25,000.00	\$765,000.00	\$790,000.00	\$790,000.00								
55	Surplus General Budget			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
Total		30.53	85.47	2.02%	\$211,017.00	\$10,422,948.00	\$10,633,965.00	\$9,186,569.00	\$0.00	\$172,563.00	\$1,274,833.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

USER FRIENDLY BUDGET SECTION
STRUCTURAL BUDGET IMBALANCES

<div>Revenues at Risk</div> <div>Non-recurring appropriation reductions</div> <div>Future Year Appropriation Increases</div> <div>Structural Imbalance Offsets</div>				Line Item. Put "X" in cell to the left that corresponds to the type of imbalance.	Amount	Comment/Explanation
X				Reserve for Debt Service	\$10,206.00	Revenue may not be available in future years
X				Police Outside Duty - Administrative fees	\$30,000.00	Revenue may not be available in future years
	X			Deferred charge - unfunded	\$240,000.00	Appropriation to fund General Capital bond ordinances in not expected to be budgeted in future years

ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA

Property Tax Assessments - Taxable Properties (October 1, 2014 Value)

	# of Parcels	Assessed Value	% of Total
1 Vacant Land	59	\$43,312,500.00	2.51%
2 Residential	1,948	\$1,599,653,900.00	92.70%
3A/3B Farm	3	\$373,800.00	0.02%
4A Commercial	49	\$80,399,200.00	4.66%
4B Industrial	0		0.00%
4C Apartments	1	\$698,100.00	0.04%
5A/5B Railroad	0		0.00%
6A/6B Business Personal Property	1	\$1,190,284.00	0.07%
Total	2,061	\$1,725,627,784.00	100.00%

Average Ratio (%), Assessed to True Value	99.64%
Equalized Valuation, Taxable Properties	\$1,731,862,488.96

Total # of property tax appeals filed in 2014	County Tax Board	44.00
	State Tax Court	9.00
Number of 2014 County Tax Board decisions appealed to Tax Court		12.00
Number of pending property tax appeals in State Tax Court		19.00

Amount paid out by municipality for tax appeals in 2014	\$71,083.70
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Property Tax Assessments - Exempt Properties (October 1, 2014 Value)

	# of Parcels	Assessed Value	% of Total
15A Public Schools	2	\$45,292,800.00	42.90%
15B Other Schools	0		0.00%
15C Public Property	29	\$38,544,400.00	36.51%
15D Church and Charities	8	\$15,708,500.00	14.88%
15E Cemeteries & Graveyards	3	\$495,100.00	0.47%
15F Other Exempt	5	\$5,532,700.00	5.24%
Total	47	\$105,573,500.00	100.00%

Percentage of Exempt vs.
Non-Exempt Properties 2.23%

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 2014 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	0.00	7.00	52,022.97	\$42,884.00	\$0.00	\$3,714.14	\$0.00	\$5,424.83
Supervisory Staff (Department Heads & Managers)	6.00	2.00	1,070,617.93	\$769,069.01	\$2,825.00	\$97,167.34	\$103,790.12	\$97,766.46
Police Officers (Including Superior Officers)	12.00	0.00	2,197,577.34	\$1,404,976.10	\$115,000.00	\$326,693.00	\$184,779.17	\$166,129.07
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	1,061,933.53	\$700,657.38	\$55,000.00	\$83,378.23	\$134,264.76	\$88,633.16
All Other Non-Union Employees not listed above	4.00	77.00	386,501.59	\$218,369.51	\$750.00	\$47,588.29	\$92,170.04	\$27,623.75
Totals	30.00	86.00	4,768,653.36	\$3,135,956.00	\$173,575.00	\$558,541.00	\$515,004.09	\$385,577.27

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
<u>Active Employees - Health Benefits - Annual Cost</u>			
Single Coverage	8.00	\$11,451.00	\$91,608.00
Parent & Child	2.00	\$19,352.16	\$38,704.32
Employee & Spouse (or Partner)	7.00	\$22,901.76	\$160,312.32
Family	11.00	\$30,803.16	\$338,834.76
Employee Cost Sharing Contribution (enter as negative -)			(\$114,455.31)
Subtotal	28.00	\$84,508.08	\$515,004.09
<u>Elected Officials - Health Benefits - Annual Cost</u>			
Single Coverage			\$0.00
Parent & Child			\$0.00
Employee & Spouse (or Partner)			\$0.00
Family			\$0.00
Employee Cost Sharing Contribution (enter as negative -)			
Subtotal	0.00	\$0.00	\$0.00
<u>Retirees - Health Benefits - Annual Cost</u>			
Single Coverage	2	\$10,402.98	\$20,805.96
Parent & Child	1	\$14,242.91	\$14,242.91
Employee & Spouse (or Partner)	5	\$20,173.34	\$100,866.70
Family	3	\$36,251.64	\$108,754.92
Employee Cost Sharing Contribution (enter as negative -)			(\$24,519.11)
Subtotal	11.00	\$81,070.87	\$220,151.38
GRAND TOTAL	39.00	\$165,578.95	\$735,155.47

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)**

[illegible]

UFB-9 Accumulated Absence Liability

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

USER FRIENDLY BUDGET SECTION - OUTSTANDING DEBT, FUTURE BUDGETS				Current Year		2016		2017		All Additional Future		
		Gross Debt	Deductions	Net Debt	Budget		Budget		Budget		Years' Budgets	
Local School Debt		\$3,265,000.00	\$3,265,000.00	\$0.00	Utility Fund - Principal		\$0.00	\$0.00	\$0.00	\$0.00		
Regional School Debt		\$2,686,469.00	\$2,686,469.00	\$0.00	Utility Fund - Interest		\$116,954.00	\$102,978.00	\$82,578.00	\$119,121.24		
					Bond Anticipation Notes - Principal		\$0.00	\$0.00	\$0.00	\$0.00		
Utility Fund Debt					Bond Anticipation Notes - Interest		\$0.00	\$0.00	\$0.00	\$0.00		
Sewer		\$4,166,741.00	\$4,166,741.00	\$0.00	Bonds - Principal		\$765,000.00	\$790,000.00	\$800,000.00	\$3,710,000.00		
0				\$0.00	Bonds - Interest		\$177,677.00	\$154,908.00	\$135,408.00	\$317,480.21		
0				\$0.00	Loans & Other Debt - Principal		\$37,402.00	\$38,154.00	\$38,920.00	\$100,759.00		
0				\$0.00	Loans & Other Debt - Interest		\$4,118.00	\$3,367.00	\$2,600.00	\$3,042.79		
0				\$0.00								
0				\$0.00	Total		\$1,101,151.00	\$1,089,407.00	\$1,059,506.00	\$4,250,403.24		
0				\$0.00								
Municipal Purposes												
Debt Authorized		\$524,003.00		\$524,003.00	Total Principal		\$802,402.00	\$828,154.00	\$838,920.00	\$3,810,759.00		
Notes Outstanding				\$0.00	Total Interest		\$298,749.00	\$261,253.00	\$220,586.00	\$439,644.24		
Bonds Outstanding		\$6,065,000.00	\$110,119.00	\$5,954,881.00	% of Total Current Year Budget		10.36%					
Loans and Other Debt		\$215,233.00		\$215,233.00								
Total (Current Year)		\$16,922,446.00	\$10,228,329.00	\$6,694,117.00	Description		Debt Not Listed Above					
					Total Guarantees - Governmental							
					Total Guarantees - Other							
					Total Capital/Equipment Leases							
					Total Other		\$778,583.00	\$794,486.00	\$811,416.00	\$1,217,259.00		
					Bond Rating		Moody's	Standard & Poors	Fitch			
					Rating		Aa2	AAA	na			
					Year of Last Rating		2012	2014	na			
					Mark "X" if Municipality has no bond rating							
Population (2010 census)							5,750					
Per Capita Gross Debt							\$2,943.03					
Per Capita Net Debt							\$1,164.19					
3 Yr. Average Property Valuation							\$1,739,777,955.67					
Net Debt as % of 3 Year Avg Property Valuation							0.38%					
					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)
