



State of New Jersey Local Government Services

Year: **2016** Municipal User Friendly Budget

MUNICIPALITY: 1322 Keyport Borough - County of Monmouth

Adopted

Municode: 1322

Filename: 1322_fba_2016.xlsm

Website: www.keyportonline.com

Phone Number:

732-739-3900

Mailing Address:

70 West Fron Street

Email the UFB if not using Outlook

Municipality: Keyport

State: NJ

Zip:

07735

Mayor

First Name	Middle Name	Last Name	Term Expires	Business Email
Harry	M	Aumack	12/31/2018	mayoraumack@keyportonline.com

Chief Administrative Officer

Stephen		Gallon		sgallo@keyportonline.com
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Chief Financial Officer

Thomas	P	Fallon		tfallon@keyportonline.com
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Municipal Clerk

Valerie	T	Heilweil		vheilweil@keyportonline.com
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Registered Municipal Accountant

Linda	P	Kish		lkish@dgdcpas.com
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
Kenneth		Howe	12/31/2016	khowe@keyportonline.com
Warren		Chamberlain	12/31/2016	wchamberlain@keyportonline.com
Isaiah		Cooper	12/31/2017	icooper@keyportonline.com
Joseph		Sheridan	12/31/2017	jsheridan@keyportonline.com
Sophia		Lamberson	12/31/2018	slamberson@keyportonline.com
Matthew		Goode	12/31/2018	mgoode@keyportonline.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	0.885	\$5,873,361.98	33.84%	\$2,205.86
Municipal Library	0.033	\$220,352.00	1.27%	\$82.25
Municipal Open Space	0.025	\$165,997.00	0.96%	\$62.31
Fire Districts (avg. rate/total levies)			0.00%	\$0.00
Other Special Districts (total levies)		\$118,000.00	0.68%	\$0.00
Local School District	1.364	\$9,058,886.00	52.19%	\$3,399.77
Regional School District			0.00%	\$0.00
County Purposes	0.269	\$1,787,695.07	10.30%	\$670.48
County Library			0.00%	\$0.00
County Board of Health	0.006	\$35,365.99	0.20%	\$14.96
County Open Space	0.015	\$98,492.12	0.57%	\$37.39
Other County Levies (total)			0.00%	\$0.00
Total (Calendar Year 2015 Budget)	2.597	\$17,358,150.16	100.00%	\$6,473.02

Total Taxable Valuation as of October 1, 2015 \$682,585,290.00
 (To be used to calculate the current year tax rate)
 Current Year Average Residential Assessment \$249,250.00

Prior Year to Current Year Comparison

Comparison - Municipal Purposes Tax Rate

Prior Year	Current Year	% Change (+/-)
0.885	0.875	-1.13%

Comparison - Municipal Purposes Tax Levy

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$5,873,361.98	\$5,987,577.85	1.94%	\$114,215.87

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

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$2,205.86	\$2,180.94	-1.13%	(\$24.93)

Sheet UFB-1

Current Year 2016 Budget

Taxes	Actual/Estimated	Tax Levy
Municipal Purpose Tax	ACTUAL	\$5,987,577.85
Municipal Library	ACTUAL	\$226,712.00
Municipal Open Space	ACTUAL	\$170,646.00
Fire Districts (total levies)		
Other Special Districts (total levies)	ACTUAL	\$118,000.00
Local School District	ESTIMATED	\$9,300,000.00
Regional School District		
County Purposes	ESTIMATED	\$1,788,000.00
County Library		
County Board of Health	ESTIMATED	\$36,000.00
County Open Space	ESTIMATED	\$101,000.00
Other County Levies (total)		

Total ESTIMATED amount to be raised by taxes \$17,727,935.85

Revenue Anticipated, Excluding Tax Levy	<u>3,028,296.32</u>
Budget Appropriations, before Reserve for Uncollected Taxes	<u>8,533,454.82</u>
Total Non-Municipal Tax Levy	<u>\$11,513,646.00</u>
Amount to be Raised by Taxes - Before RUT	<u>\$17,018,804.50</u>
Reserve for Uncollected Taxes (RUT)	<u>\$709,116.85</u>
Total Amount to be Raised by Taxes	<u>\$17,727,921.35</u>

% of Tax Collections used to Calculate RUT 96.00%

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	<u>16,713,490.44</u>
Total Tax Levy, CY 2015	<u>17,377,147.13</u>
% of Taxes Collected, CY 2015	<u>96.18%</u>

Delinquent Taxes - December 31, 2015 \$660,645.17

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/Sewer Utility	Utility	Utility	Utility	Utility	Utility
08	Surplus	172.34%	\$297,778.00	\$172,788.00	\$470,566.00	\$396,000.00	\$54,366.00	\$20,200.00					
08	Local Revenue	-4.13%	(\$175,206.43)	\$4,239,706.43	\$4,064,500.00	\$950,700.00		\$3,113,800.00					
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$714,473.00	\$714,473.00	\$714,473.00							
08	Uniform Construction Code Fees	-10.43%	(\$17,458.00)	\$167,458.00	\$150,000.00	\$150,000.00							
	<i>Special Revenue Items w/ Prior Written Consent</i>												
11	Shared Services Agreements	0.00%	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00							
08	Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00		\$0.00								
10	Public and Private Revenue	-33.60%	(\$43,580.42)	\$129,703.74	\$86,123.32	\$86,123.32							
08	Other Special Items	-4.19%	(\$7,134.60)	\$170,374.95	\$163,240.35	\$106,000.00		\$57,240.35					
15	Receipts from Delinquent Taxes	-0.70%	(\$4,398.29)	\$624,398.29	\$620,000.00	\$620,000.00							
	<i>Amount to be raised by taxation</i>												
07	Local Tax for Municipal Purposes	1.41%	\$83,476.75	\$5,904,101.10	\$5,987,577.85	\$5,987,577.85							
07	Minimum Library Tax	2.89%	\$6,360.00	\$220,352.00	\$226,712.00	\$226,712.00							
54	Open Space Levy Tax	2.92%	\$4,856.39	\$166,137.61	\$170,994.00		\$170,994.00						
07	Addition to Local District School Tax	#DIV/0!	\$0.00		\$0.00								
08	Deficit General Budget	#DIV/0!	\$0.00		\$0.00								
	Total	1.16%	\$144,693.40	\$12,514,493.12	\$12,659,186.52	\$9,242,586.17	\$225,360.00	\$3,191,240.35	\$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	Water/Sewer Utility	Utility	Utility	Utility	Utility	Utility
20 General Government	8.00	19.00	-4.20%	(\$39,382.00)	\$937,453.00	\$898,071.00	\$625,220.00			\$272,851.00					
21 Land-Use Administration			0.00%	\$0.00	\$7,800.00	\$7,800.00	\$7,800.00								
22 Uniform Construction Code		6.00	2.11%	\$2,500.00	\$118,500.00	\$121,000.00	\$121,000.00								
23 Insurance			-5.15%	(\$62,453.00)	\$1,213,716.00	\$1,151,263.00	\$933,000.00			\$218,263.00					
25 Public Safety	24.00	17.00	2.56%	\$67,049.00	\$2,614,571.00	\$2,681,620.00	\$2,681,620.00								
26 Public Works	10.00	3.00	1.95%	\$19,582.00	\$1,003,067.00	\$1,022,649.00	\$790,500.00			\$232,149.00					
27 Health and Human Services			0.39%	\$200.00	\$51,500.00	\$51,700.00	\$51,700.00								
28 Parks and Recreation			2.98%	\$1,925.00	\$64,650.00	\$66,575.00	\$66,575.00								
29 Education (including Library)			-1.27%	(\$3,622.00)	\$285,420.00	\$281,798.00	\$281,798.00								
30 Unclassified			-5.17%	(\$122,207.00)	\$2,364,317.00	\$2,242,110.00	\$60,500.00	\$158,173.00	\$20,000.00	\$2,003,437.00					
31 Utilities and Bulk Purchases			3.24%	\$10,000.00	\$309,000.00	\$319,000.00	\$319,000.00								
32 Landfill / Solid Waste Disposal			5.00%	\$10,000.00	\$200,000.00	\$210,000.00	\$210,000.00								
35 Contingency			0.00%	\$0.00	\$500.00	\$500.00	\$500.00								
36 Statutory Expenditures			-2.57%	(\$19,699.00)	\$767,205.00	\$747,506.00	\$683,506.00			\$64,000.00					
37 Judgements			#DIV/0!	\$0.00	\$0.00	\$0.00									
42 Shared Services			107.91%	\$15,000.00	\$13,900.00	\$28,900.00	\$28,900.00								
43 Court and Public Defender	2.00	3.00	7.40%	\$10,000.00	\$135,100.00	\$145,100.00	\$145,100.00								
44 Capital			421.74%	\$291,000.00	\$69,000.00	\$360,000.00	\$335,000.00			\$25,000.00					
45 Debt			8.02%	\$117,174.00	\$1,461,490.00	\$1,578,664.00	\$997,763.00		\$205,360.00	\$375,541.00					
46 Deferred Charges			0.00%	\$0.00	\$35,800.00	\$35,800.00	\$35,800.00								
48 Debt - Type 1 School District			#DIV/0!	\$0.00	\$0.00	\$0.00									
50 Reserve for Uncollected Taxes			4.72%	\$31,961.00	\$677,170.00	\$709,131.00	\$709,131.00								
55 Surplus General Budget			#DIV/0!	\$0.00	\$0.00	\$0.00									
Total	44.00	48.00	2.67%	\$329,028.00	\$12,330,159.00	\$12,659,187.00	\$9,084,413.00	\$158,173.00	\$225,360.00	\$3,191,241.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

USER FRIENDLY BUDGET SECTION

STRUCTURAL BUDGET IMBALANCES

[illegible]

ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA

Property Tax Assessments - Taxable Properties (October 1, 2015 Value)				Property Tax Assessments - Exempt Properties (October 1, 2015 Value)			
	# of Parcels	Assessed Value	% of Total		# of Parcels	Assessed Value	% of Total
1 Vacant Land	83	\$5,011,800.00	0.73%	15A Public Schools		\$22,214,000.00	16.57%
2 Residential	1,974	\$492,031,700.00	71.94%	15B Other Schools		\$3,718,100.00	2.77%
3A/3B Farm			0.00%	15C Public Property		\$17,472,200.00	13.03%
4A Commercial	223	\$134,662,800.00	19.69%	15D Church and Charities		\$51,106,300.00	38.12%
4B Industrial	6	\$13,333,100.00	1.95%	15E Cemeteries & Graveyards		\$7,472,800.00	5.57%
4C Apartments	19	\$35,402,300.00	5.18%	15F Other Exempt		\$32,088,500.00	23.93%
5A/5B Railroad			0.00%				
6A/6B Business Personal Property		\$3,535,676.00	0.52%				
Total	2,305	\$683,977,376.00	100.00%	Total	0	\$134,071,900.00	100.00%
Average Ratio (%), Assessed to True Value				Percentage of Exempt vs. Non-Exempt Properties			
				19.60%			
Equalized Valuation, Taxable Properties							
Total # of property tax appeals filed in 2015							
County Tax Board							
46.00							
State Tax Court							
5.00							
Number of 2015 County Tax Board decisions appealed to Tax Court							
2.00							
Number of pending property tax appeals in State Tax Court							
30.00							
Amount paid out by municipality for tax appeals in 2015							
\$51,672.00							

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 2015 Total Tax Rate
G Commercial/Industrial Exemption				
I Dwelling Exemption		\$0.00	\$96,500.00	\$2,506.11
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	96,500.00	2,506.11

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	21,960.00	\$20,400.00				\$1,560.00
Supervisory Staff (Department Heads & Managers)	6.00	4.00	859,077.00	\$633,212.00	\$0.00	\$99,000.00	\$78,424.00	\$48,441.00
Police Officers (Including Superior Officers)	17.00		2,480,222.00	\$1,527,987.00	\$207,000.00	\$392,234.00	\$223,001.00	\$130,000.00
Fire Fighters (Including Superior Officers)			0.00					
All Other Union Employees not listed above	20.00	1.00	1,620,770.00	\$959,616.00	\$136,000.00	\$119,952.00	\$320,202.00	\$85,000.00
All Other Non-Union Employees not listed above	1.00	35.00	421,730.00	\$371,730.00		\$20,000.00		\$30,000.00
Totals	44.00	47.00	5,403,759.00	\$3,512,945.00	\$343,000.00	\$631,186.00	\$621,627.00	\$295,001.00

Is the Local Government required to comply with NJSA 11A **(Civil Service)**? - YES or NO

YES

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	13.00	\$11,419.00	\$148,447.00	13.00	\$11,016.00	\$143,208.00
Parent & Child	4.00	\$20,440.00	\$81,760.00	3.00	\$18,617.00	\$55,851.00
Employee & Spouse (or Partner)	2.00	\$22,838.00	\$45,676.00	2.00	\$22,032.00	\$44,064.00
Family	16.00	\$31,859.00	\$509,744.00	18.00	\$29,633.00	\$533,394.00
Employee Cost Sharing Contribution (enter as negative -)			(\$164,000.00)			(\$150,000.00)
Subtotal	35.00		\$621,627.00	36.00		\$626,517.00
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	35.00		\$621,627.00	36.00		\$626,517.00

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)?

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

Gross Debt				Current Year				2017		2018		All Additional Future	
Deductions				Budget				Budget		Budget		Years' Budgets	
Net Debt													
Local School Debt	\$4,190,000.00	\$4,190,000.00	\$0.00	Utility Fund - Principal	\$168,887.64	\$171,104.00	\$173,380.00	\$6,139,943.83					
Regional School Debt			\$0.00	Utility Fund - Interest	\$206,652.71	\$187,630.00	\$181,954.00	\$3,182,699.00					
				Bond Anticipation Notes - Principal	\$14,800.00								
Utility Fund Debt				Bond Anticipation Notes - Interest	\$5,463.00								
Water/Sewer	\$8,121,630.47	\$7,674,602.27	\$447,028.20	Bonds - Principal	\$690,000.00	\$735,000.00	\$735,000.00	\$4,945,000.00					
0			\$0.00	Bonds - Interest	\$287,500.00	\$263,550.00	\$236,150.00	\$856,250.00					
0			\$0.00	Loans & Other Debt - Principal	\$35,247.00	\$35,955.00	\$36,678.00	\$365,119.00					
0			\$0.00	Loans & Other Debt - Interest	\$9,285.00	\$8,576.00	\$7,853.00	\$35,663.00					
0			\$0.00										
0			\$0.00	Total	\$1,417,835.35	\$1,401,815.00	\$1,371,015.00	\$15,524,674.83					
Municipal Purposes				Total Principal	\$908,934.64	\$942,059.00	\$945,058.00	\$11,450,062.83					
Debt Authorized	\$1,778,289.23		\$1,778,289.23	Total Interest	\$508,900.71	\$459,756.00	\$425,957.00	\$4,074,612.00					
Notes Outstanding	\$2,240,800.00		\$2,240,800.00	% of Total Current Year Budget	11.20%								
Bonds Outstanding	\$7,105,000.00	\$99,417.25	\$7,005,582.75										
Loans and Other Debt	\$472,998.95		\$472,998.95										
Total (Current Year)	\$23,908,718.65	\$11,964,019.52	\$11,944,699.13										
Population (2010 census)	7,240												
Per Capita Gross Debt	\$3,302.31												
Per Capita Net Debt	\$1,649.82												
3 Yr. Average Property Valuation	\$665,448,757.67												
Net Debt as % of 3 Year Avg Property Valuation	1.79%												

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)
