



State of New Jersey Local Government Services

Year: 2016 Municipal User Friendly Budget

MUNICIPALITY: 1322 Keyport Borough - County of Monmouth

Introduced

Municode: 1322

Filename: 1322_fbi_2016.xlsm

Website: www.keyportonline.com

Phone Number:

732-739-3900

Mailing Address:

70 West Front 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 \$683,977,376.00
 (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	\$170,994.00
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 \$17,728,283.85

Revenue Anticipated, Excluding Tax Levy	3,028,296.32
Budget Appropriations, before Reserve for Uncollected Taxes	8,533,454.82
Total Non-Municipal Tax Levy	\$11,513,994.00
Amount to be Raised by Taxes - Before RUT	\$17,019,152.50
Reserve for Uncollected Taxes (RUT)	\$709,131.35
Total Amount to be Raised by Taxes	\$17,728,283.85

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

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 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/Sewer Utility	Utility	Utility	Utility	Utility	Utility
		Full-Time	Part-Time													
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 I 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			
100.00%				19.60%			
Equalized Valuation, Taxable Properties							
\$683,977,376.00							
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	36.00	421,730.00	\$371,730.00		\$20,000.00		\$30,000.00
Totals	44.00	48.00	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

[illegible]

UFB-9 Accumulated Absence Liability

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

Gross Debt			Deductions			Net Debt			Current Year Budget				2017 Budget				2018 Budget				All Additional Future Years' Budgets									
Local School Debt															\$4,190,000.00				\$4,190,000.00				\$0.00							
Regional School Debt																							\$0.00							
Utility Fund Debt																														
Water/Sewer															\$8,121,630.47				\$7,674,602.27				\$447,028.20							
0																							\$0.00							
0																							\$0.00							
0																							\$0.00							
0																							\$0.00							
0																							\$0.00							
Municipal Purposes																														
Debt Authorized															\$1,778,289.23								\$1,778,289.23							
Notes Outstanding															\$2,240,800.00								\$2,240,800.00							
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%											
Utility Fund - Principal															\$168,887.64				\$171,104.00				\$173,380.00				\$6,139,943.83			
Utility Fund - Interest															\$206,652.71				\$187,630.00				\$181,954.00				\$3,182,699.00			
Bond Anticipation Notes - Principal															\$14,800.00															
Bond Anticipation Notes - Interest															\$5,463.00															
Bonds - Principal															\$690,000.00				\$735,000.00				\$735,000.00				\$4,945,000.00			
Bonds - Interest															\$287,500.00				\$263,550.00				\$236,150.00				\$856,250.00			
Loans & Other Debt - Principal															\$35,247.00				\$35,955.00				\$36,678.00				\$365,119.00			
Loans & Other Debt - Interest															\$9,285.00				\$8,576.00				\$7,853.00				\$35,663.00			
Total															\$1,417,835.35				\$1,401,815.00				\$1,371,015.00				\$15,524,674.83			
Total Principal															\$908,934.64				\$942,059.00				\$945,058.00				\$11,450,062.83			
Total Interest															\$508,900.71				\$459,756.00				\$425,957.00				\$4,074,612.00			
% of Total Current Year Budget															11.20%															
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																			A+											
Year of Last Rating																			2011											
Mark "X" if Municipality has no bond rating																														
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

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

USER FRIENDLY BUDGET SECTION - Notes

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