



State of New Jersey Local Government Services

Year: **2017** Municipal User Friendly Budget

MUNICIPALITY: 1322 Keyport Borough - County of Monmouth

Introduced

Municode: 1322

Filename: 1322_fbi_2017.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		Gallo		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

Robert	S	Morrison		
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
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
Collette		Kennedy	12/31/2019	ckennedy@keyportonline.com
Victoria		Pacheco	12/31/2019	vpacheco@keyportonline.com

USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

2016 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	0.877	\$5,987,577.85	33.71%	\$2,244.59
Municipal Library	0.033	\$226,712.00	1.28%	\$84.46
Municipal Open Space	0.025	\$170,646.00	0.96%	\$63.99
Fire Districts (avg. rate/total levies)			0.00%	\$0.00
Other Special Districts (total levies)		\$118,000.00	0.66%	\$0.00
Local School District	1.367	\$9,332,171.00	52.54%	\$3,498.70
Regional School District			0.00%	\$0.00
County Purposes	0.262	\$1,786,701.40	10.06%	\$670.56
County Library			0.00%	\$0.00
County Board of Health	0.006	\$36,008.56	0.20%	\$15.36
County Open Space	0.015	\$102,622.94	0.58%	\$38.39
Other County Levies (total)			0.00%	\$0.00
Total (Calendar Year 2016 Budget)	2.585	\$17,760,439.75	100.00%	\$6,616.05

Total Taxable Valuation as of October 1, 2016 \$697,886,269.00
 (To be used to calculate the current year tax rate)
 Current Year Average Residential Assessment \$255,940.00

Prior Year to Current Year Comparison

Comparison - Municipal Purposes Tax Rate

Prior Year	Current Year	% Change (+/-)
0.877	0.873	-0.46%

Comparison - Municipal Purposes Tax Levy

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$5,987,577.85	\$6,093,631.90	1.77%	\$106,054.05

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

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$2,244.59	\$2,234.36	-0.46%	(\$10.24)

Sheet UFB-1

Current Year 2017 Budget

Taxes	Actual/Estimated	Tax Levy
Municipal Purpose Tax	ACTUAL	\$6,093,631.90
Municipal Library	ACTUAL	\$234,879.00
Municipal Open Space	ACTUAL	\$174,471.00
Fire Districts (total levies)		
Other Special Districts (total levies)	ACTUAL	\$153,150.00
Local School District	ESTIMATED	\$9,500,000.00
Regional School District		
County Purposes	ESTIMATED	\$1,790,000.00
County Library		
County Board of Health	ESTIMATED	\$37,000.00
County Open Space	ESTIMATED	\$103,000.00
Other County Levies (total)		

Total ESTIMATED amount to be raised by taxes **\$18,086,131.90**

Revenue Anticipated, Excluding Tax Levy	3,447,180.88
Budget Appropriations, before Reserve for Uncollected Taxes	9,070,332.64
Total Non-Municipal Tax Levy	\$11,757,621.00
Amount to be Raised by Taxes - Before RUT	\$17,380,772.76
Reserve for Uncollected Taxes (RUT)	\$705,359.14
Total Amount to be Raised by Taxes	\$18,086,131.90

% of Tax Collections used to Calculate RUT 96.10%

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

Tax Collections - ACTUAL as of Prior Year

Total Tax Revenue, Collections CY 2016	17,161,901.11
Total Tax Levy, CY 2016	17,783,034.64
% of Taxes Collected, CY 2016	96.51%

Delinquent Taxes - December 31, 2016 \$605,212.24

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	34.68%	\$163,195.00	\$470,566.00	\$633,761.00	\$550,000.00	\$43,761.00	\$40,000.00					
08	Local Revenue	-7.01%	(\$314,067.36)	\$4,478,572.86	\$4,164,505.50	\$1,015,600.00		\$3,148,905.50					
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$714,473.00	\$714,473.00	\$714,473.00							
08	Uniform Construction Code Fees	-43.97%	(\$133,404.00)	\$303,404.00	\$170,000.00	\$170,000.00							
	<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	-42.64%	(\$59,559.88)	\$139,667.76	\$80,107.88	\$80,107.88							
08	Other Special Items	80.06%	\$138,722.35	\$173,277.65	\$312,000.00	\$312,000.00							
15	Receipts from Delinquent Taxes	-8.89%	(\$58,538.59)	\$658,538.59	\$600,000.00	\$600,000.00							
	<i>Amount to be raised by taxation</i>												
07	Local Tax for Municipal Purposes	-0.04%	(\$2,186.38)	\$6,095,818.28	\$6,093,631.90	\$6,093,631.90							
07	Minimum Library Tax	3.60%	\$8,167.00	\$226,712.00	\$234,879.00	\$234,879.00							
54	Open Space Levy Tax	2.13%	\$3,634.06	\$170,836.94	\$174,471.00		\$174,471.00						
07	Addition to Local District School Tax	#DIV/0!	\$0.00		\$0.00								
08	Deficit General Budget	#DIV/0!	\$0.00		\$0.00								
	Total	-1.89%	(\$254,037.80)	\$13,436,867.08	\$13,182,829.28	\$9,775,691.78	\$218,232.00	\$3,188,905.50	\$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	10.00	18.00	9.74%	\$86,850.00	\$891,671.00	\$978,521.00	\$707,550.00			\$270,971.00					
21	Land-Use Administration			1.25%	\$100.00	\$8,000.00	\$8,100.00	\$8,100.00								
22	Uniform Construction Code	1.00	6.00	0.81%	\$1,000.00	\$124,000.00	\$125,000.00	\$125,000.00								
23	Insurance			5.91%	\$67,717.00	\$1,145,963.00	\$1,213,680.00	\$984,800.00			\$228,880.00					
25	Public Safety	23.00	14.00	5.96%	\$159,800.00	\$2,682,120.00	\$2,841,920.00	\$2,841,920.00								
26	Public Works	11.00	5.00	7.93%	\$82,880.00	\$1,044,649.00	\$1,127,529.00	\$828,500.00			\$299,029.00					
27	Health and Human Services			2.28%	\$1,200.00	\$52,700.00	\$53,900.00	\$53,900.00								
28	Parks and Recreation			39.80%	\$26,500.00	\$66,575.00	\$93,075.00	\$93,075.00								
29	Education (including Library)			-0.68%	(\$1,925.00)	\$281,798.00	\$279,873.00	\$279,873.00								
30	Unclassified			-6.40%	(\$148,606.88)	\$2,321,634.86	\$2,173,027.98	\$43,500.00	\$154,807.38	\$81,600.60	\$1,893,120.00					
31	Utilities and Bulk Purchases			4.38%	\$13,000.00	\$297,000.00	\$310,000.00	\$310,000.00								
32	Landfill / Solid Waste Disposal			6.80%	\$14,000.00	\$206,000.00	\$220,000.00	\$220,000.00								
35	Contingency			0.00%	\$0.00	\$500.00	\$500.00	\$500.00								
36	Statutory Expenditures			-1.66%	(\$12,742.00)	\$765,506.00	\$752,764.00	\$688,764.00			\$64,000.00					
37	Judgements			#DIV/0!	\$0.00		\$0.00									
42	Shared Services			0.00%	\$0.00	\$28,900.00	\$28,900.00	\$28,900.00								
43	Court and Public Defender	2.00	3.00	22.95%	\$31,000.00	\$135,100.00	\$166,100.00	\$166,100.00								
44	Capital			-67.08%	(\$241,500.00)	\$360,000.00	\$118,500.00	\$83,500.00			\$35,000.00					
45	Debt			20.44%	\$317,851.50	\$1,555,335.40	\$1,873,186.90	\$1,338,650.00		\$136,631.40	\$397,905.50					
46	Deferred Charges			215.34%	\$77,093.26	\$35,800.00	\$112,893.26	\$112,893.26								
48	Debt - Type 1 School District			#DIV/0!	\$0.00		\$0.00									
50	Reserve for Uncollected Taxes			-0.53%	(\$3,772.21)	\$709,131.35	\$705,359.14	\$705,359.14								
55	Surplus General Budget			#DIV/0!	\$0.00		\$0.00									
Total		47.00	46.00	3.70%	\$470,445.67	\$12,712,383.61	\$13,182,829.28	\$9,620,884.40	\$154,807.38	\$218,232.00	\$3,188,905.50	\$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, 2016 Value)				Property Tax Assessments - Exempt Properties (October 1, 2016 Value)			
	# of Parcels	Assessed Value	% of Total		# of Parcels	Assessed Value	% of Total
1 Vacant Land	82	\$5,000,200.00	0.72%	15A Public Schools	10	\$22,220,900.00	16.54%
2 Residential	1,972	\$504,715,500.00	72.32%	15B Other Schools	1	\$3,718,100.00	2.77%
3A/3B Farm			0.00%	15C Public Property	41	\$17,887,500.00	13.32%
4A Commercial	225	\$135,461,100.00	19.41%	15D Church and Charities	30	\$51,203,600.00	38.12%
4B Industrial	6	\$12,983,500.00	1.86%	15E Cemeteries & Graveyards	3	\$7,472,800.00	5.56%
4C Apartments	19	\$35,502,900.00	5.09%	15F Other Exempt	53	\$31,822,200.00	23.69%
5A/5B Railroad			0.00%				
6A/6B Business Personal Property	1	\$4,223,069.00	0.61%				
Total	2,305	\$697,886,269.00	100.00%	Total	138	\$134,325,100.00	100.00%
Average Ratio (%), Assessed to True Value				Percentage of Exempt vs. Non-Exempt Properties			
Equalized Valuation, Taxable Properties				19.25%			
Total # of property tax appeals filed in 2016							
Number of 2016 County Tax Board decisions appealed to Tax Court							
Number of pending property tax appeals in State Tax Court							
Amount paid out by municipality for tax appeals in 2016							
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 2016 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

[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		7.00	23,090.00	\$21,450.00				\$1,640.00
Supervisory Staff (Department Heads & Managers)	6.00	4.00	806,892.00	\$619,103.00		\$70,000.00	\$67,789.00	\$50,000.00
Police Officers (Including Superior Officers)	17.00		2,442,928.00	\$1,504,406.00	\$199,000.00	\$391,146.00	\$218,376.00	\$130,000.00
Fire Fighters (Including Superior Officers)			0.00					
All Other Union Employees not listed above	21.00		1,590,971.00	\$901,424.00	\$140,000.00	\$117,000.00	\$362,547.00	\$70,000.00
All Other Non-Union Employees not listed above	3.00	35.00	633,952.00	\$540,604.00	\$5,000.00	\$20,000.00	\$27,348.00	\$41,000.00
Totals	47.00	46.00	5,497,833.00	\$3,586,987.00	\$344,000.00	\$598,146.00	\$676,060.00	\$292,640.00

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	14.00	\$10,428.00	\$145,992.00	13.00	\$11,419.00	\$148,447.00
Parent & Child	4.00	\$18,666.00	\$74,664.00	4.00	\$20,440.00	\$81,760.00
Employee & Spouse (or Partner)	2.00	\$20,855.00	\$41,710.00	2.00	\$22,838.00	\$45,676.00
Family	17.00	\$29,094.00	\$494,598.00	16.00	\$31,859.00	\$509,744.00
Employee Cost Sharing Contribution (enter as negative -)			(\$135,600.00)			(\$164,000.00)
Subtotal	37.00		\$621,364.00	35.00		\$621,627.00
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	37.00		\$621,364.00	35.00		\$621,627.00

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			Deductions			Net Debt		
Local School Debt			\$3,580,000.00	\$3,580,000.00	\$0.00			
Regional School Debt					\$0.00			
Utility Fund Debt								
Water/Sewer			\$10,887,599.13	\$10,887,599.13	\$0.00			
0					\$0.00			
0					\$0.00			
0					\$0.00			
0					\$0.00			
0					\$0.00			
0					\$0.00			
Municipal Purposes								
Debt Authorized			\$2,641,193.51		\$2,641,193.51			
Notes Outstanding			\$1,625,000.00	\$242,105.53	\$1,382,894.47			
Bonds Outstanding			\$6,415,000.00		\$6,415,000.00			
Loans and Other Debt			\$437,752.17		\$437,752.17			
Total (Current Year)			\$25,586,544.81	\$14,709,704.66	\$10,876,840.15			
Population (2010 census)			7,240					
Per Capita Gross Debt			\$3,534.05					
Per Capita Net Debt			\$1,502.33					
3 Yr. Average Property Valuation			\$678,090,246.33					
Net Debt as % of 3 Year Avg Property Valuation			1.60%					

Current Year		2018		2019		All Additional Future	
Budget		Budget		Budget		Years' Budgets	
Utility Fund - Principal		\$169,937.00	\$173,380.00	\$175,714.00	\$5,964,230.00		
Utility Fund - Interest		\$227,968.00	\$181,954.00	\$176,220.00	\$3,006,480.00		
Bond Anticipation Notes - Principal		\$334,600.00					
Bond Anticipation Notes - Interest		\$5,500.00					
Bonds - Principal		\$735,000.00	\$735,000.00	\$745,000.00	\$4,200,000.00		
Bonds - Interest		\$263,550.00	\$236,150.00	\$208,750.00	\$647,500.00		
Loans & Other Debt - Principal		\$35,955.00	\$36,678.00	\$37,415.00	\$327,704.00		
Loans & Other Debt - Interest		\$8,576.00	\$7,853.00	\$7,116.00	\$28,547.00		
Total		\$1,781,086.00	\$1,371,015.00	\$1,350,215.00	\$14,174,461.00		
Total Principal		\$1,275,492.00	\$945,058.00	\$958,129.00	\$10,491,934.00		
Total Interest		\$505,594.00	\$425,957.00	\$392,086.00	\$3,682,527.00		
% of Total Current Year Budget		13.51%					
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)
