



State of New Jersey Local Government Services

Year: **Municipal User Friendly Budget**

MUNICIPALITY:

Municode: **Filename:** 0120_fbi_2018.xlsm

Website:

Phone Number:

Mailing Address:

[Email the UFB if not using Outlook](#)

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

Mayor

First Name	Middle Name	Last Name	Term Expires	Business Email
Gary	B	Giberson	12/31/2021	

Chief Administrative Officer

n/a				
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Chief Financial Officer

Gina	E	Simon		gina@portrepublicnj.org
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Municipal Clerk

Kimberly	A	Campellone		kim@portrepublicnj.org
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Registered Municipal Accountant

Nancy		Sbrolla		nsbrolla@ford-scott.com
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
Doris		Bugdon	12/31/2018	doris@portrepublicnj.org
Steven		Allgeyer	12/31/2018	steve@portrepublicnj.org
Roger		Giberson	12/31/2020	roger@portrepublicnj.org
Kevin		Wessler	12/31/2020	kevinw@portrepublicnj.org
Nick		Capille	12/31/2020	nick@portrepublicnj.org
Donna		Riegel	12/31/2019	donnar@portrepublicnj.org
Stanley		Kozlowski	12/31/2020	stan@portrepublicnj.org

USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

<u>2017 Calendar Year Property Tax Levies - ALL entities levying property taxes</u>					<u>Current Year 2018 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	0.509	\$580,081.00	19.33%	\$1,167.45	Municipal Purpose Tax	ESTIMATED	\$586,870.00
Municipal Library	0.000	\$0.00	0.00%	\$0.00	Municipal Library		
Municipal Open Space	0.020	\$22,773.20	0.76%	\$45.83	Municipal Open Space	ESTIMATED	\$25,000.00
Fire Districts (avg. rate/total levies)	0.000	\$0.00	0.00%	\$0.00	Fire Districts (total levies)		
Other Special Districts (total levies)	0.000	\$0.00	0.00%	\$0.00	Other Special Districts (total levies)		
Local School District	1.525	\$1,736,210.00	57.85%	\$3,494.23	Local School District	ESTIMATED	\$1,800,000.00
Regional School District	0.000	\$0.00	0.00%	\$0.00	Regional School District		
County Purposes	0.521	\$593,595.95	19.78%	\$1,194.65	County Purposes	ESTIMATED	\$675,000.00
County Library	0.036	\$41,079.60	1.37%	\$82.68	County Library		
County Board of Health	0.023	\$25,917.46	0.86%	\$52.16	County Board of Health		
County Open Space	0.001	\$1,670.33	0.06%	\$3.36	County Open Space		
Other County Levies (total)	0.000	\$0.00	0.00%	\$0.00	Other County Levies (total)		
Total (Calendar Year 2017 Budget)	2.636	\$3,001,327.54	100.00%	\$6,040.35	Total ESTIMATED amount to be raised by taxes		\$3,086,870.00
Total Taxable Valuation as of October 1, 2017 <u>\$115,174,700.00</u> (To be used to calculate the current year tax rate)					Revenue Anticipated, Excluding Tax Levy <u>584,957.00</u>		
Current Year Average Residential Assessment <u>\$229,162.18</u>					Budget Appropriations, before Reserve for Uncollected Taxes <u>1,079,221.00</u>		
<u>Prior Year to Current Year Comparison</u>					Total Non-Municipal Tax Levy <u>\$2,500,000.00</u>		
<u>Comparison - Municipal Purposes Tax Rate</u>					Amount to be Raised by Taxes - Before RUT <u>\$2,994,264.00</u>		
Prior Year	Current Year	% Change (+/-)			Reserve for Uncollected Taxes (RUT) <u>\$92,606.10</u>		
0.509	0.50954767	0.02%			Total Amount to be Raised by Taxes <u>\$3,086,870.10</u>		
<u>Comparison - Municipal Purposes Tax Levy</u>					% of Tax Collections used to Calculate RUT <u>97.00%</u>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		If % used exceeds the actual collection % then reference the statutory exception used		
\$580,081.00	\$586,870.00	1.17%	\$6,789.00		<u>Tax Collections - ACTUAL as of Prior Year</u>		
<u>Comparison - Impact on Avg. Residential Tax Payment (Municipal Purposes Only)</u>					Total Tax Revenue, Collections CY 2017 <u>2,941,739.34</u>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		Total Tax Levy, CY 2017 <u>3,029,421.00</u>		
\$1,167.45	\$1,167.69	0.02%	\$0.24		% of Taxes Collected, CY 2017 <u>97.11%</u>		
					Delinquent Taxes - December 31, 2017 <u>\$83,258.90</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	Utility	Utility	Utility	Utility	Utility	Utility
08	Surplus	15.79%	\$30,000.00	\$190,000.00	\$220,000.00	\$220,000.00							
08	Local Revenue	12.82%	\$12,500.00	\$97,500.00	\$110,000.00	\$110,000.00							
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$176,307.00	\$176,307.00	\$176,307.00							
08	Uniform Construction Code Fees	#DIV/0!	\$0.00		\$0.00								
	Special Revenue Items w/ Prior Written Consent												
11	Shared Services Agreements	#DIV/0!	\$0.00		\$0.00								
08	Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00		\$0.00								
10	Public and Private Revenue	-91.38%	(\$12,184.00)	\$13,334.00	\$1,150.00	\$1,150.00							
08	Other Special Items	-100.00%	(\$111,855.00)	\$111,855.00	\$0.00								
15	Receipts from Delinquent Taxes	19.23%	\$12,500.00	\$65,000.00	\$77,500.00	\$77,500.00							
	Amount to be raised by taxation												
07	Local Tax for Municipal Purposes	1.17%	\$6,789.00	\$580,081.00	\$586,870.00	\$586,870.00							
07	Minimum Library Tax	#DIV/0!	\$0.00		\$0.00								
54	Open Space 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	-5.04%	(\$62,250.00)	\$1,234,077.00	\$1,171,827.00	\$1,171,827.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

USER FRIENDLY BUDGET SECTION - APPROPRIATIONS SUMMARY (ALL OPERATING FUND)

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	Utility	Utility	Utility	Utility	Utility	Utility	
	Full-Time	Part-Time														
20	General Government	2.00	13.00	-5.02%	(\$14,453.00)	\$287,658.00	\$273,205.00	\$269,474.00	\$3,731.00							
21	Land-Use Administration		1.00	0.00%	\$0.00	\$3,030.00	\$3,030.00	\$3,030.00								
22	Uniform Construction Code		4.00	0.00%	\$0.00	\$27,004.00	\$27,004.00	\$27,004.00								
23	Insurance			0.00%	\$0.00	\$132,444.00	\$132,444.00	\$132,444.00								
25	Public Safety			-9.21%	(\$6,349.00)	\$68,899.00	\$62,550.00	\$62,550.00								
26	Public Works	2.00		5.69%	\$12,750.00	\$224,251.00	\$237,001.00	\$237,001.00								
27	Health and Human Services			0.00%	\$0.00	\$4,600.00	\$4,600.00	\$4,600.00								
28	Parks and Recreation		7.00	0.00%	\$0.00	\$22,400.00	\$22,400.00	\$22,400.00								
29	Education (including Library)			#DIV/0!	\$0.00		\$0.00									
30	Unclassified			7.41%	\$400.00	\$5,400.00	\$5,800.00	\$5,800.00								
31	Utilities and Bulk Purchases			-7.10%	(\$3,800.00)	\$53,500.00	\$49,700.00	\$49,700.00								
32	Landfill / Solid Waste Disposal			#DIV/0!	\$0.00		\$0.00									
35	Contingency			#DIV/0!	\$0.00		\$0.00									
36	Statutory Expenditures			10.50%	\$5,196.00	\$49,491.00	\$54,687.00	\$54,687.00								
37	Judgements			#DIV/0!	\$0.00		\$0.00									
42	Shared Services			#DIV/0!	\$0.00		\$0.00									
43	Court and Public Defender		4.00	0.00%	\$0.00	\$26,250.00	\$26,250.00	\$26,250.00								
44	Capital			360.00%	\$45,000.00	\$12,500.00	\$57,500.00	\$57,500.00								
45	Debt			-48.97%	(\$101,000.00)	\$206,250.00	\$105,250.00	\$105,250.00								
46	Deferred Charges			0.00%	\$0.00	\$17,800.00	\$17,800.00	\$17,800.00								
48	Debt - Type 1 School District			#DIV/0!	\$0.00		\$0.00									
50	Reserve for Uncollected Taxes			0.01%	\$6.00	\$92,600.00	\$92,606.00	\$92,606.00								
55	Surplus General Budget			#DIV/0!	\$0.00		\$0.00									
	Total	4.00	29.00	-5.04%	(\$62,250.00)	\$1,234,077.00	\$1,171,827.00	\$1,168,096.00	\$3,731.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**USER FRIENDLY BUDGET SECTION
STRUCTURAL BUDGET IMBALANCES**

<i>Revenues at Risk</i>	<i>Non-recurring appropriation reductions</i>	<i>Future Year Appropriation Increases</i>	<i>Structural Imbalance Offsets</i>	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, 2017 Value)				Property Tax Assessments - Exempt Properties (October 1, 2017 Value)			
	# of Parcels	Assessed Value	% of Total		# of Parcels	Assessed Value	% of Total
1 Vacant Land	97	\$3,268,300.00	2.84%	15A Public Schools	4	\$2,911,600.00	25.13%
2 Residential	468	\$107,247,900.00	93.12%	15B Other Schools	0		0.00%
3A/3B Farm	2	\$853,200.00	0.74%	15C Public Property	53	\$5,958,700.00	51.42%
4A Commercial	2	\$14,400.00	0.01%	15D Church and Charities	3	\$1,492,700.00	12.88%
4B Industrial	12	\$3,790,900.00	3.29%	15E Cemeteries & Graveyards	9	\$228,400.00	1.97%
4C Apartments			0.00%	15F Other Exempt	5	\$996,100.00	8.60%
5A/5B Railroad			0.00%				
6A/6B Business Personal Property			0.00%				
Total	581	\$115,174,700.00	100.00%	Total	74	\$11,587,500.00	100.00%

Average Ratio (%), Assessed to True Value	93.92%
Equalized Valuation, Taxable Properties	\$122,630,643.10

Total # of property tax appeals filed in 2017	County Tax Board	5.00
	State Tax Court	1.00

Number of 2017 County Tax Board decisions appealed to Tax Court	
Number of pending property tax appeals in State Tax Court	1.00

Amount paid out by municipality for tax appeals in 2017	
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Percentage of Exempt vs.
Non-Exempt Properties 10.06%

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 2017 Total Tax Rate
G Commercial/Industrial Exemption	n/a			
I Dwelling Exemption	n/a			
J Dwelling Abatement	n/a			
K New Dwelling/Conversion Exemption	n/a			
L New Dwelling/Conversion Abatement	n/a			
N Multiple Dwelling Exemption	n/a			
O Multiple Dwelling Abatement	n/a			
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 2017 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2017 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2017 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2017 Total Tax Rate	
					n/a															
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	

**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		8.00	4,600.00	\$4,200.00				\$400.00
Supervisory Staff (Department Heads & Managers)	2.00	6.00	234,426.00	\$202,289.00	\$3,000.00	\$16,187.00		\$12,950.00
Police Officers (Including Superior Officers)			0.00					
Fire Fighters (Including Superior Officers)			0.00					
All Other Union Employees not listed above			0.00					
All Other Non-Union Employees not listed above	2.00	18.00	142,520.00	\$114,370.00	\$4,000.00	\$12,500.00		\$11,650.00
Totals	4.00	32.00	381,546.00	\$320,859.00	\$7,000.00	\$28,687.00	\$0.00	\$25,000.00

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	Prior Year # of Covered Members (Medical & Rx)	Prior Year Annual Cost per Employee (Average)	Total Prior Year Cost
<u>Active Employees - Health Benefits - Annual Cost</u>						
Single Coverage	2.00	\$11,062.08	\$22,124.16	1.00	\$10,697.52	\$10,697.52
Parent & Child			\$0.00	1.00	\$19,148.52	\$19,148.52
Employee & Spouse (or Partner)	2.00	\$30,808.86	\$61,617.72	2.00	\$29,846.04	\$59,692.08
Family			\$0.00			\$0.00
Employee Cost Sharing Contribution (enter as negative -)			(\$9,008.16)			(\$8,718.84)
Subtotal	4.00		\$74,733.72	4.00		\$80,819.28
<u>Elected Officials - Health Benefits - Annual Cost</u>						
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
<u>Retirees - Health Benefits - Annual Cost</u>						
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	4.00		\$74,733.72	4.00		\$80,819.28

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
YES

Is prescription drug coverage provided by the SHBP (Yes or No)?

**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
All City Employees					X
Totals	0.00	\$0.00			
Total Funds Reserved as of end of 2017					\$0.00
Total Funds Appropriated in 2018					\$0.00

UFB-9 Accumulated Absence Liability

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

			Current Year	2019	2020	All Additional Future
Gross Debt	Deductions	Net Debt	Budget	Budget	Budget	Years' Budgets
Local School Debt		\$0.00				
Regional School Debt		\$0.00				
Utility Fund Debt						
0		\$0.00				
0		\$0.00				
0		\$0.00				
0		\$0.00				
0		\$0.00				
0		\$0.00				
Municipal Purposes						
Debt Authorized	\$36,219.00	\$36,219.00				
Notes Outstanding	\$300,000.00	\$300,000.00				
Bonds Outstanding		\$0.00				
Loans and Other Debt		\$0.00				
Total (Current Year)	\$336,219.00	\$0.00	\$336,219.00			
Population (2010 census)	<u>1,037</u>					
Per Capita Gross Debt	<u>\$324.22</u>					
Per Capita Net Debt	<u>\$324.22</u>					
3 Yr. Average Property Valuation		<u>\$125,025,919.00</u>				
Net Debt as % of 3 Year Avg Property Valuation		<u>0.27%</u>				
Utility Fund - Principal						
Utility Fund - Interest						
Bond Anticipation Notes - Principal			\$100,000.00			
Bond Anticipation Notes - Interest			\$5,250.00			
Bonds - Principal						
Bonds - Interest						
Loans & Other Debt - Principal						
Loans & Other Debt - Interest						
Total			\$105,250.00	\$0.00	\$0.00	\$0.00
Total Principal			\$100,000.00	\$0.00	\$0.00	\$0.00
Total Interest			\$5,250.00	\$0.00	\$0.00	\$0.00
% of Total Current Year Budget			8.98%			
Description	Debt Not Listed Above					
Total Guarantees - Governmental						
Total Guarantees - Other						
Total Capital/Equipment Leases						
Total Other						
Bond Rating	<u>Moody's</u>	<u>Standard & Poors</u>	<u>Fitch</u>			
Rating						
Year of Last Rating						
Mark "X" if Municipality has no bond rating		X				

USER FRIENDLY BUDGET SECTION - SHARED SERVICES PROVIDED AND RECEIVED

Providing or Receiving Services?	Providing Services To/Receiving Services From	Type of Shared Service Provided	Notes (Enter more specifics if needed)	Begin Date	End Date	Amount to be Received/Paid
Receiving	State Police	Police				\$0.00
Receiving	Galloway Township	Recreation				\$10,000.00
Receiving	Galloway Township	Ambulance				\$10,000.00
Receiving	Galloway Township	Senior Services				\$2,000.00
Receiving	Galloway Township	911 Dispatch				\$2,000.00
Receiving	Atlantic County	Salt Dome				\$0.00
Receiving	Atlantic County	Street Sweeping				\$0.00
Receiving	Atlantic County	Road Patching				\$0.00
Receiving	Atlantic County	Use of equipment				\$0.00
Receiving	Atlantic County	Diesel				\$0.00

USER FRIENDLY BUDGET SECTION - Notes

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