



State of New Jersey Local Government Services

Year: **Municipal User Friendly Budget**

MUNICIPALITY:

Municode: **Filename:** 1014_fba_2019.xlsm

Website:

Phone Number:

Mailing Address:

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

Mayor

First Name	Middle Name	Last Name	Term Expires	Business Email
Michele		Lee	12/31/2022	mlee@highbridge.org

Chief Administrative Officer

Michael		Pappas		administrator@highbridge.org
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Chief Financial Officer

Bonnie	Ann	Fleming		bffleming@highbridge.org
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Municipal Clerk

Adam		Young		clerk@highbridge.org
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Registered Municipal Accountant

Robert		Swisher		rswisher@scnco.com
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
George		Columbus	12/31/2021	gcolumbus@highbridge.org
Leigh	Ann	Moore	12/21/2021	lmoore@highbridge.org
Lynn		Hughes	12/31/2019	lhughes@highbridge.org
Stephen		Strange	12/31/2019	ssstrange@highbridge.org
Natalie		Ferry	12/31/2020	nferry@highbridge.org
Christopher		Zappa	12/31/2020	czappa@highbridge.org

USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

2018 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	1.027	\$3,382,553.47	25.93%	\$2,330.10
Municipal Library	0.000	\$0.00	0.00%	\$0.00
Municipal Open Space	0.000	\$0.00	0.00%	\$0.00
Fire Districts (avg. rate/total levies)	0.000	\$0.00	0.00%	\$0.00
Other Special Districts (total levies)	0.000	\$0.00	0.00%	\$0.00
Local School District	1.994	\$6,565,706.00	50.33%	\$4,522.97
Regional School District	0.526	\$1,732,959.00	13.28%	\$1,193.81
County Purposes	0.347	\$1,143,572.80	8.77%	\$787.59
County Library	0.034	\$112,295.44	0.86%	\$77.35
County Board of Health	0.000	\$0.00	0.00%	\$0.00
County Open Space	0.033	\$109,207.81	0.84%	\$75.22
Other County Levies (total)			0.00%	\$0.00
Total (Calendar Year 2018 Budget)	3.962	\$13,046,294.52	100.00%	\$8,987.05

Total Taxable Valuation as of	October 1, 2018	<u>\$329,684,700.00</u>
(To be used to calculate the current year tax rate)		
Current Year Average Residential Assessment		<u>\$226,840.27</u>

Prior Year to Current Year Comparison

Comparison - Municipal Purposes Tax Rate

Prior Year	Current Year	% Change (+/-)
1.027	1.047	1.93%

Comparison - Municipal Purposes Tax Levy

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$3,382,553.47	\$3,453,104.10	2.09%	\$70,550.63

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

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$2,330.10	\$2,375.02	1.93%	\$44.91

Sheet UFB-1

Current Year 2019 Budget

Taxes	Actual/Estimated	Tax Levy
Municipal Purpose Tax	ACTUAL	\$3,453,104.10
Municipal Library		
Municipal Open Space		
Fire Districts (total levies)		
Other Special Districts (total levies)		
Local School District	ESTIMATED	\$6,600,000.00
Regional School District	ESTIMATED	\$1,733,000.00
County Purposes	ESTIMATED	\$1,177,000.00
County Library	ESTIMATED	\$113,000.00
County Board of Health		
County Open Space	ESTIMATED	\$110,000.00
Other County Levies (total)		
Total ESTIMATED amount to be raised by taxes		\$13,186,104.10

Revenue Anticipated, Excluding Tax Levy	2,492,605.20
Budget Appropriations, before Reserve for Uncollected Taxes	5,637,154.46
Total Non-Municipal Tax Levy	\$9,733,000.00
Amount to be Raised by Taxes - Before RUT	\$12,877,549.26
Reserve for Uncollected Taxes (RUT)	\$308,554.84
Total Amount to be Raised by Taxes	\$13,186,104.10

% of Tax Collections used to Calculate RUT	<u>97.66%</u>
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If % used exceeds the actual collection % then reference the statutory exception used

Tax Collections - ACTUAL as of Prior Year

Total Tax Revenue, Collections CY 2018	12,844,876.91
Total Tax Levy, CY 2018	13,069,297.07
% of Taxes Collected, CY 2018	<u>98.28%</u>

Delinquent Taxes - December 31, 2018	<u>\$198,840.34</u>
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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 Utility	Sewer Utility	Solid Waste Utility	Utility	Utility	Utility
08	Surplus	35.58%	\$290,000.00	\$815,000.00	\$1,105,000.00	\$800,000.00		\$75,000.00	\$140,000.00	\$90,000.00			
08	Local Revenue	-6.70%	(\$215,268.00)	\$3,214,839.00	\$2,999,571.00	\$1,024,203.00		\$657,015.00	\$987,500.00	\$330,853.00			
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$304,840.00	\$304,840.00	\$304,840.00							
08	Uniform Construction Code Fees	-13.25%	(\$6,112.00)	\$46,112.00	\$40,000.00	\$40,000.00							
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	0.72%	\$210.00	\$29,303.00	\$29,513.00	\$29,513.00							
08	Other Special Items	-46.70%	(\$148,965.00)	\$319,014.00	\$170,049.00	\$120,049.00			\$50,000.00				
15	Receipts from Delinquent Taxes	1.16%	\$2,003.00	\$171,997.00	\$174,000.00	\$174,000.00							
Amount to be raised by taxation													
07	Local Tax for Municipal Purposes	0.56%	\$19,304.00	\$3,433,800.00	\$3,453,104.00	\$3,453,104.00							
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	-0.71%	(\$58,828.00)	\$8,334,905.00	\$8,276,077.00	\$5,945,709.00	\$0.00	\$732,015.00	\$1,177,500.00	\$420,853.00	\$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 Utility	Sewer Utility	Solid Waste Utility	Utility	Utility	Utility
20	4.00	10.00	3.77%	\$35,381.00	\$937,779.00	\$973,160.00	\$585,918.00			\$118,394.00	\$207,251.00	\$61,597.00			
21		1.00	72.91%	\$32,805.00	\$44,991.00	\$77,796.00	\$51,540.00	\$26,256.00							
22		3.00	19.47%	\$7,102.00	\$36,481.00	\$43,583.00	\$43,583.00								
23			3.54%	\$17,165.00	\$485,291.00	\$502,456.00	\$296,320.00			\$93,932.00	\$66,248.00	\$45,956.00			
25	7.00	4.00	4.42%	\$45,798.00	\$1,037,045.00	\$1,082,843.00	\$1,081,346.00	\$1,497.00							
26	5.00	2.00	22.42%	\$146,744.00	\$654,394.00	\$801,138.00	\$421,494.00			\$241,658.00	\$113,526.00	\$24,460.00			
27			5.90%	\$31,368.00	\$531,759.00	\$563,127.00	\$1,500.00				\$561,627.00				
28			-7.69%	(\$82,382.00)	\$1,071,603.00	\$989,221.00	\$974,500.00	\$1,760.00				\$12,961.00			
29		1.00	7.20%	\$1,536.00	\$21,320.00	\$22,856.00	\$22,856.00								
30			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
31			3.02%	\$7,386.00	\$244,314.00	\$251,700.00	\$166,820.00			\$68,040.00	\$16,840.00				
32			1.54%	\$4,000.00	\$260,000.00	\$264,000.00	\$0.00					\$264,000.00			
35			#DIV/0!	\$0.00	\$0.00	\$0.00									
36			8.39%	\$31,724.00	\$378,156.00	\$409,880.00	\$342,412.00			\$33,021.00	\$22,568.00	\$11,879.00			
37			#DIV/0!	\$0.00	\$0.00	\$0.00									
42			#DIV/0!	\$0.00	\$0.00	\$0.00									
43			3.51%	\$1,357.00	\$38,643.00	\$40,000.00	\$40,000.00								
44			-22.47%	(\$100,000.00)	\$445,000.00	\$345,000.00	\$200,000.00			\$145,000.00					
45			3.90%	\$56,557.00	\$1,449,765.00	\$1,506,322.00	\$1,344,352.00			\$6,970.00	\$155,000.00				
46			-53.71%	(\$109,560.00)	\$204,000.00	\$94,440.00	\$35,000.00			\$25,000.00	\$34,440.00				
48			#DIV/0!	\$0.00	\$0.00	\$0.00									
50			21.12%	\$53,803.00	\$254,752.00	\$308,555.00	\$308,555.00								
55			#DIV/0!	\$0.00	\$0.00	\$0.00									
Total	16.00	21.00	2.23%	\$180,784.00	\$8,095,293.00	\$8,276,077.00	\$5,916,196.00	\$29,513.00	\$0.00	\$732,015.00	\$1,177,500.00	\$420,853.00	\$0.00	\$0.00	\$0.00

ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA

Property Tax Assessments - Taxable Properties (October 1, 2018 Value)			
	# of Parcels	Assessed Value	% of Total
1 Vacant Land	81	\$1,223,000.00	0.37%
2 Residential	1,331	\$302,005,100.00	91.58%
3A/3B Farm	14	\$2,093,800.00	0.63%
4A Commercial	35	\$12,858,400.00	3.90%
4B Industrial	7	\$10,132,300.00	3.07%
4C Apartments	4	\$1,452,800.00	0.44%
5A/5B Railroad	10	\$0.00	0.00%
6A/6B Business Personal Property	1	\$0.00	0.00%
Total	1,483	\$329,765,400.00	100.00%

Average Ratio (%), Assessed to True Value	88.04%
Equalized Valuation, Taxable Properties	\$374,563,153.11

Total # of property tax appeals filed in 2018	County Tax Board	6.00
	State Tax Court	0.00
Number of 2018 County Tax Board decisions appealed to Tax Court		0.00
Number of pending property tax appeals in State Tax Court		0.00

Amount paid out by municipality for tax appeals in 2018	\$8,861.26
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Property Tax Assessments - Exempt Properties (October 1, 2018 Value)			
	# of Parcels	Assessed Value	% of Total
15A Public Schools	3	\$5,681,938.00	18.78%
15B Other Schools	0	\$0.00	0.00%
15C Public Property	69	\$16,308,934.00	53.91%
15D Church and Charities	10	\$3,801,743.00	12.57%
15E Cemeteries & Graveyards	0	\$0.00	0.00%
15F Other Exempt	13	\$4,462,237.00	14.75%
Total	95	\$30,254,852.00	100.00%

Percentage of Exempt vs. Non-Exempt Properties 9.17%

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 2018 Total Tax Rate
G Commercial/Industrial Exemption	3	\$29,216.22	\$1,900,400.00	\$75,312.85
I Dwelling Exemption				
J Dwelling Abatement	4		\$80,700.00	\$3,198.14
K New Dwelling/Conversion Exemption				
L New Dwelling/Conversion Abatement				
N Multiple Dwelling Exemption				
O Multiple Dwelling Abatement				
Total 5 Yr Exemptions/Abatements	7	29,216.22	1,981,100.00	78,510.99

**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	12,918.00	\$12,000.00				\$918.00
Supervisory Staff (Department Heads & Managers)	4.00		423,516.70	\$309,034.00		\$43,604.70	\$44,892.00	\$25,986.00
Police Officers (Including Superior Officers)	7.00		1,246,968.44	\$747,124.00	\$93,666.00	\$220,177.44	\$121,680.00	\$64,321.00
Fire Fighters (Including Superior Officers)			0.00					
All Other Union Employees not listed above			0.00					
All Other Non-Union Employees not listed above	5.00	14.00	774,094.00	\$587,420.00	\$10,740.00		\$135,384.00	\$40,550.00
Totals	16.00	21.00	2,457,497.14	\$1,655,578.00	\$104,406.00	\$263,782.14	\$301,956.00	\$131,775.00

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
Active Employees - Health Benefits - Annual Cost						
Single Coverage	2.00	\$13,254.00	\$26,508.00	2.00	\$12,579.10	\$25,158.20
Parent & Child	4.00	\$23,721.00	\$94,884.00	4.00	\$23,382.80	\$93,531.20
Employee & Spouse (or Partner)	1.00	\$30,792.00	\$30,792.00	0.00		\$0.00
Family	6.00	\$36,216.00	\$217,296.00	8.00	\$38,144.58	\$305,156.64
Employee Cost Sharing Contribution (enter as negative -)			(\$73,200.00)			(\$77,841.00)
Subtotal	13.00		\$296,280.00	14.00		\$346,005.04
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	13.00		\$296,280.00	14.00		\$346,005.04

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 - OUTSTANDING DEBT; PER CAPITA AND BUDGET IMPACT

			Current Year	2020	2021	All Additional Future
Gross Debt	Deductions	Net Debt	Budget	Budget	Budget	Years' Budgets
Local School Debt	\$3,460,000.00	\$3,460,000.00	\$0.00			
Regional School Debt	\$405,361.00	\$405,361.00	\$0.00			
Utility Fund Debt						
Water	\$180,801.74	\$180,801.74	\$0.00			
Sewer	\$2,807,000.00	\$2,807,000.00	\$0.00			
Solid Waste	\$0.00	\$0.00	\$0.00			
0			\$0.00			
0			\$0.00			
0			\$0.00			
<u>Municipal Purposes</u>						
Debt Authorized	\$1,030,000.00	\$1,030,000.00	\$0.00			
Notes Outstanding	\$1,328,250.00		\$1,328,250.00			
Bonds Outstanding	\$6,348,000.00		\$6,348,000.00			
Loans and Other Debt	\$3,322,513.05		\$3,322,513.05			
Total (Current Year)	\$18,881,925.79	\$7,883,162.74	\$10,998,763.05			
Population (2010 census)	<u>3,776</u>					
Per Capita Gross Debt	<u>\$5,000.51</u>					
Per Capita Net Debt	<u>\$2,912.81</u>					
3 Yr. Average Property Valuation		<u>\$363,163,887.00</u>				
Net Debt as % of 3 Year Avg Property Valuation		<u>3.03%</u>				
Utility Fund - Principal			\$31,550.00	\$135,000.00	\$140,000.00	\$3,847,000.00
Utility Fund - Interest			\$130,420.00	\$128,300.00	\$127,200.00	\$1,558,813.00
Bond Anticipation Notes - Principal			\$120,000.00			
Bond Anticipation Notes - Interest			\$25,000.00			
Bonds - Principal			\$415,000.00	\$430,000.00	\$415,000.00	\$5,088,000.00
Bonds - Interest			\$293,000.00	\$267,100.00	\$249,900.00	\$2,313,406.00
Loans & Other Debt - Principal			\$333,115.00	\$337,645.75	\$299,160.00	\$2,352,611.00
Loans & Other Debt - Interest			\$62,237.00	\$55,919.16	\$49,610.00	\$226,683.00
Total			\$1,410,322.00	\$1,353,964.91	\$1,280,870.00	\$15,386,513.00
Total Principal			\$899,665.00	\$902,645.75	\$854,160.00	\$11,287,611.00
Total Interest			\$510,657.00	\$451,319.16	\$426,710.00	\$4,098,902.00
% of Total Current Year Budget			17.04%			
Description	Debt Not Listed Above					
Total Guarantees - Governmental						
Total Guarantees - Other						
Total Capital/Equipment Leases			\$96,000.00	\$96,000.00	\$96,000.00	\$152,000.00
Total Other						
Bond Rating	Moody's	Standard & Poors	Fitch			
Rating	A1	AA				
Year of Last Rating	2016	2016				
Mark "X" if Municipality has no bond rating				<input type="checkbox"/>		

USER FRIENDLY BUDGET SECTION - Notes

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