



State of New Jersey Local Government Services

Year: **Municipal User Friendly Budget**

MUNICIPALITY:

Municode:

Filename: 0808_fba_2020.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
Louis		Manzo	12/31/2021	lmanzo@harrisontwp.us

Chief Administrative Officer

Mark		Gravinese		mgravinese@harrisontwp.us
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Chief Financial Officer

Yvonne		Bullock		ybullock@harrisontwp.us
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Municipal Clerk

Diane		Malloy		dmalloy@harrisontwp.us
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Registered Municipal Accountant

Henry		Ludwigsen		hludwigsen@bomwanllp.com
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
Donald		Heim	12/31/2021	dheim@harrisontwp.us
Julie		DeLaurentis	12/31/2020	jdelarentis@harrisontwp.us
John		Williams	12/31/2022	jwilliams@harrisontwp.us
Adam		Wingate	12/31/2022	awingate@harrisontwp.us



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	89.71%	\$1,771,811.43	\$1,975,000.00	\$3,746,811.43	\$2,408,761.00	\$932,100.43	\$405,950.00					
08	Local Revenue	389.16%	\$2,051,159.80	\$527,073.36	\$2,578,233.16	\$392,000.00		\$2,186,233.16					
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$542,592.00	\$542,592.00	\$542,592.00							
08	Uniform Construction Code Fees	-20.05%	(\$81,056.70)	\$404,355.70	\$323,299.00	\$323,299.00							
	Special Revenue Items w/ Prior Written Consent												
11	Shared Services Agreements	180.22%	\$136,974.30	\$76,005.98	\$212,980.28	\$212,980.28							
08	Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00		\$0.00								
10	Public and Private Revenue	-24.78%	(\$22,726.81)	\$91,717.69	\$68,990.88	\$68,990.88							
08	Other Special Items	-36.64%	(\$291,978.71)	\$796,846.80	\$504,868.09	\$504,868.09							
15	Receipts from Delinquent Taxes	-0.14%	(\$702.24)	\$497,702.24	\$497,000.00	\$497,000.00							
	Amount to be raised by taxation												
07	Local Tax for Municipal Purposes	9.47%	\$670,421.09	\$7,082,194.90	\$7,752,615.99	\$7,752,615.99							
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	35.30%	\$4,233,902.16	\$11,993,488.67	\$16,227,390.83	\$12,703,107.24	\$932,100.43	\$2,592,183.16	\$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	Utility	Utility	Utility	Utility	Utility	Utility
20	General Government	9.00	5.00	81.19%	\$1,025,585.23	\$1,263,114.00	\$2,288,699.23	\$999,459.00		\$1,289,240.23					
21	Land-Use Administration	2.00		5.27%	\$5,292.00	\$100,472.00	\$105,764.00	\$105,764.00							
22	Uniform Construction Code	3.00	5.00	1.30%	\$4,139.00	\$319,160.00	\$323,299.00	\$323,299.00							
23	Insurance	3.00		6.60%	\$64,861.76	\$983,021.86	\$1,047,883.62	\$1,047,883.62							
25	Public Safety	24.00	12.00	-2.20%	(\$50,577.69)	\$2,297,328.00	\$2,246,750.31	\$2,246,750.31							
26	Public Works	13.00	1.00	-2.98%	(\$25,414.00)	\$852,933.00	\$827,519.00	\$827,519.00							
27	Health and Human Services	1.00		21.28%	\$1,020.00	\$4,793.00	\$5,813.00	\$5,813.00							
28	Parks and Recreation	1.00	1.00	-0.76%	(\$746.00)	\$97,743.00	\$96,997.00	\$96,997.00							
29	Education (including Library)			#DIV/0!	\$0.00	\$0.00	\$0.00								
30	Unclassified			849.97%	\$907,123.62	\$106,723.69	\$1,013,847.31	\$12,756.00	\$68,990.88	\$932,100.43					
31	Utilities and Bulk Purchases			-2.60%	(\$11,500.00)	\$442,000.00	\$430,500.00	\$430,500.00							
32	Landfill / Solid Waste Disposal			7.41%	\$40,000.00	\$540,000.00	\$580,000.00	\$580,000.00							
35	Contingency			0.00%	\$0.00	\$100.00	\$100.00	\$100.00							
36	Statutory Expenditures			17.64%	\$163,137.55	\$924,886.00	\$1,088,023.55	\$1,004,755.00		\$83,268.55					
37	Judgements			#DIV/0!	\$0.00		\$0.00								
42	Shared Services			43.53%	\$221,980.28	\$510,000.00	\$731,980.28	\$731,980.28							
43	Court and Public Defender	2.00	3.00	-0.68%	(\$1,128.00)	\$166,709.00	\$165,581.00	\$165,581.00							
44	Capital			-47.95%	(\$15,825.00)	\$33,000.00	\$17,175.00	\$14,675.00		\$2,500.00					
45	Debt			74.23%	\$1,756,847.88	\$2,366,775.00	\$4,123,622.88	\$2,906,448.50		\$1,217,174.38					
46	Deferred Charges			120.00%	\$60,000.00	\$50,000.00	\$110,000.00	\$110,000.00							
48	Debt - Type 1 School District			#DIV/0!	\$0.00		\$0.00								
50	Reserve for Uncollected Taxes			6.43%	\$61,856.95	\$961,978.70	\$1,023,835.65	\$1,023,835.65							
55	Surplus General Budget			#DIV/0!	\$0.00		\$0.00								
	Total	58.00	27.00	34.99%	\$4,206,653.58	\$12,020,737.25	\$16,227,390.83	\$12,634,116.36	\$68,990.88	\$932,100.43	\$2,592,183.16	\$0.00	\$0.00	\$0.00	\$0.00

ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA

<u>Property Tax Assessments - Taxable Properties (October 1, 2019 Value)</u>				<u>Property Tax Assessments - Exempt Properties (October 1, 2019 Value)</u>			
	# of Parcels	Assessed Value	% of Total		# of Parcels	Assessed Value	% of Total
1 Vacant Land	274	\$22,325,000.00	1.23%	15A Public Schools	7	\$47,963,100.00	29.45%
2 Residential	4,015	\$1,383,111,800.00	76.00%	15B Other Schools	24	\$26,661,100.00	16.37%
3A/3B Farm	302	\$304,448,600.00	16.73%	15C Public Property	84	\$31,087,200.00	19.09%
4A Commercial	144	\$106,724,100.00	5.86%	15D Church and Charities	23	\$11,078,700.00	6.80%
4B Industrial	1	\$322,300.00	0.02%	15E Cemeteries & Graveyards	5	\$672,900.00	0.41%
4C Apartments	0	\$0.00	0.00%	15F Other Exempt	40	\$45,377,900.00	27.87%
5A/5B Railroad	0	\$0.00	0.00%				
6A/6B Business Personal Property	1	\$3,052,312.00	0.17%				
Total	4,737	\$1,819,984,112.00	100.00%	Total	183	\$162,840,900.00	100.00%
Average Ratio (%), Assessed to True Value				Percentage of Exempt vs. Non-Exempt Properties			
97.81%				8.95%			
Equalized Valuation, Taxable Properties				County Tax Board			
\$1,860,734,190.78				35.00			
Total # of property tax appeals filed in 2019				State Tax Court			
0.00				0.00			
Number of 2019 County Tax Board decisions appealed to Tax Court				Number of pending property tax appeals in State Tax Court			
0.00				0.00			
Number of pending property tax appeals in State Tax Court				Amount paid out by municipality for tax appeals in 2019			
0.00				\$1,122,300.00			

<u>Prior Budget Year's Payments in Lieu of Tax (PILOT) - 5 Year Exemptions/Abatements</u>				
	# of Parcels	PILOT Billing/Revenue	Assessed Value	Taxes if Billed in Full 2019 Total Tax Rate
G Commercial/Industrial Exemption	2		\$948,000.00	\$27,454.00
I Dwelling Exemption	0			
J Dwelling Abatement	0			
K New Dwelling/Conversion Exemption	0			
L New Dwelling/Conversion Abatement	0			
N Multiple Dwelling Exemption	0			
O Multiple Dwelling Abatement	0			
Total 5 Yr Exemptions/Abatements	2	0.00	948,000.00	27,454.00

**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	0.00	5.00	29,355.45	\$27,091.04		\$191.95	\$0.00	\$2,072.46
Supervisory Staff (Department Heads & Managers)	9.00	3.00	1,224,662.09	\$908,229.64		\$124,336.64	\$122,616.24	\$69,479.57
Police Officers (Including Superior Officers)	23.00	0.00	3,166,945.05	\$2,083,514.97	\$48,000.00	\$620,887.46	\$251,553.72	\$162,988.90
Fire Fighters (Including Superior Officers)	0.00	0.00	0.00	\$0.00		\$0.00	\$0.00	\$0.00
All Other Union Employees not listed above	0.00	0.00	0.00	\$0.00		\$0.00	\$0.00	\$0.00
All Other Non-Union Employees not listed above	24.00	17.00	2,089,770.05	\$1,329,351.10	\$65,000.00	\$181,988.17	\$406,762.92	\$106,667.86
Totals	56.00	25.00	6,510,732.64	\$4,348,186.75	\$113,000.00	\$927,404.22	\$780,932.88	\$341,208.79

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	15.00	\$10,962.26	\$164,433.90	14.00	\$11,501.94	\$161,027.16
Parent & Child	5.00	\$20,169.94	\$100,849.70	6.00	\$21,060.44	\$126,362.64
Employee & Spouse (or Partner)	7.00	\$21,887.21	\$153,210.47	7.00	\$23,747.66	\$166,233.62
Family	16.00	\$31,512.56	\$504,200.96	14.00	\$32,840.31	\$459,764.34
Employee Cost Sharing Contribution (enter as negative -)			(\$160,677.36)			(\$153,030.62)
Subtotal	43.00		\$762,017.67	41.00		\$760,357.14
<u>Elected Officials - Health Benefits - Annual Cost</u>						
Single Coverage	0	\$0.00	\$0.00	0		\$0.00
Parent & Child	0	\$0.00	\$0.00	0		\$0.00
Employee & Spouse (or Partner)	0	\$0.00	\$0.00	0		\$0.00
Family	0	\$0.00	\$0.00	0		\$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	4	\$10,170.90	\$40,683.60	4	\$7,146.72	\$28,586.88
Parent & Child	1	\$3,954.36	\$3,954.36	1	\$6,303.84	\$6,303.84
Employee & Spouse (or Partner)	1	\$22,468.44	\$22,468.44	1	\$22,448.40	\$22,448.40
Family	2	\$25,560.36	\$51,120.72	2	\$25,537.56	\$51,075.12
Employee Cost Sharing Contribution (enter as negative -)						
Subtotal	8.00		\$118,227.12	8.00		\$108,414.24
GRAND TOTAL	51.00		\$880,244.79	49.00		\$868,771.38

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

	Gross	Deductions	Net					
	Debt		Debt	Current Year	2021	2022	All Additional Future	
				Budget	Budget	Budget	Years' Budgets	
Local School Debt	\$8,116,577.00	\$8,116,577.00	\$0.00	Utility Fund - Principal	\$797,137.35	\$855,162.24	\$878,988.40	\$9,654,493.52
Regional School Debt	\$5,945,649.08	\$5,945,649.08	\$0.00	Utility Fund - Interest	\$400,823.03	\$354,128.75	\$329,347.50	\$2,470,555.02
Utility Fund Debt				Bond Anticipation Notes - Principal	\$88,580.00			
0	\$16,385,471.51	\$16,385,471.51	\$0.00	Bond Anticipation Notes - Interest	\$55,523.00			
0			\$0.00	Bonds - Principal	\$2,473,000.00	\$2,646,000.00	\$2,470,000.00	\$25,631,000.00
0			\$0.00	Bonds - Interest	\$1,113,122.97	\$936,371.25	\$856,896.25	\$5,351,420.00
0			\$0.00	Loans & Other Debt - Principal				
0			\$0.00	Loans & Other Debt - Interest				
0			\$0.00					
0			\$0.00					
				Total	\$4,928,186.35	\$4,791,662.24	\$4,535,232.15	\$43,107,468.54
<u>Municipal Purposes</u>								
Debt Authorized	\$321,315.00		\$321,315.00	Total Principal	\$3,358,717.35	\$3,501,162.24	\$3,348,988.40	\$35,285,493.52
Notes Outstanding	\$1,679,470.00		\$1,679,470.00	Total Interest	\$1,569,469.00	\$1,290,500.00	\$1,186,243.75	\$7,821,975.02
Bonds Outstanding	\$33,490,000.00	\$2.19	\$33,489,997.81	% of Total Current Year Budget	30.37%			
Loans and Other Debt			\$0.00					
Total (Current Year)	\$65,938,482.59	\$30,447,699.78	\$35,490,782.81	Description	Debt Not Listed Above			
Population (2010 census)	12,417			Total Guarantees - Governmental				
Per Capita Gross Debt	\$5,310.34			Total Guarantees - Other				
Per Capita Net Debt	\$2,858.24			Total Capital/Equipment Leases				
3 Yr. Average Property Valuation		\$1,557,057,580.00		Total Other				
Net Debt as % of 3 Year Avg Property Valuation		2.28%		Bond Rating	<u>Moody's</u>	<u>Standard & Poors</u>	<u>Fitch</u>	
				Rating		AA		
				Year of Last Rating		2017		
				Mark "X" if Municipality has no bond rating				

USER FRIENDLY BUDGET SECTION - Notes

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