



State of New Jersey Local Government Services

Year: 2016 **Municipal User Friendly Budget**

MUNICIPALITY: 1612 Totowa Borough - County of Passaic



Adopted



Municode: 1612

Filename: 1612_fba_2016.xlsm

Website: Totowanj.org

Phone Number:

973-956-1000

Mailing Address:

537 Totowa Road

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

Municipality:

Totowa

State:

NJ

Zip:

07512

Mayor

| First Name | Middle Name | Last Name | Term Expires | Business Email |
|------------|-------------|-----------|--------------|-------------------------|
| John | | Coiro | 12/31/2018 | mayorcoiro@totowanj.org |

Chief Administrative Officer

| | | | | |
|--------|--|--------|--|----------------------|
| Joseph | | Wassel | | jwassel@totowanj.org |
|--------|--|--------|--|----------------------|

Chief Financial Officer

| | | | | |
|------|--|------|--|--------------------|
| Lisa | | Nash | | lnash@totowanj.org |
|------|--|------|--|--------------------|

Municipal Clerk

| | | | | |
|--------|--|--------|--|----------------------|
| Joseph | | Wassel | | jwassel@totowanj.org |
|--------|--|--------|--|----------------------|

Registered Municipal Accountant

| | | | | |
|--------|---|-------|--|-------------------|
| Dieter | P | Lerch | | dlerch@lvhcpa.com |
|--------|---|-------|--|-------------------|

Governing Body Members

| First Name | Middle Name | Last Name | Term Expires | Business Email |
|------------|-------------|------------|--------------|--------------------------|
| Carolyn | | Fontanella | 12/31/2018 | cfontanella@totowanj.org |
| Anthony | | Picarelli | 12/31/2018 | apicarelli@totowanj.org |
| Louis | | D'Angelo | 12/31/2016 | ldangelo@totowanj.org |
| Philip | | Puglise | 12/31/2016 | |
| Debra | | Andriani | 12/31/2017 | dandriani@totowanj.org |
| William | | Bucher Jr. | 12/31/2017 | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |



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 | Swim Pool Utility | Utility | Utility | Utility | Utility |
|------|---|---|--|---|--|------------------------|----------------------|-----------------------|----------------------|---------------|---------------|---------------|---------------|
| 08 | Surplus | 3.66% | \$79,616.00 | \$2,177,384.00 | \$2,257,000.00 | \$1,900,000.00 | | \$357,000.00 | \$0.00 | | | | |
| 08 | Local Revenue | -11.04% | (\$457,672.00) | \$4,145,846.00 | \$3,688,174.00 | \$632,000.00 | | \$3,002,174.00 | \$54,000.00 | | | | |
| 09 | State Aid (without offsetting appropriation) | 0.00% | \$0.00 | \$1,304,214.00 | \$1,304,214.00 | \$1,304,214.00 | | \$0.00 | \$0.00 | | | | |
| 08 | Uniform Construction Code Fees | -33.63% | (\$114,028.00) | \$339,028.00 | \$225,000.00 | \$225,000.00 | | \$0.00 | \$0.00 | | | | |
| | Special Revenue Items w/ Prior Written Consent | | | | | | | | | | | | |
| 11 | Shared Services Agreements | #DIV/0! | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | \$0.00 | | | | |
| 08 | Additional Revenue Offset by Appropriations | #DIV/0! | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | \$0.00 | | | | |
| 10 | Public and Private Revenue | -55.12% | (\$225,376.00) | \$408,910.00 | \$183,534.00 | \$183,534.00 | | \$0.00 | \$0.00 | | | | |
| 08 | Other Special Items | -14.00% | (\$52,906.00) | \$377,906.00 | \$325,000.00 | \$325,000.00 | | \$0.00 | \$0.00 | | | | |
| 15 | Receipts from Delinquent Taxes | -14.44% | (\$87,405.00) | \$605,405.00 | \$518,000.00 | \$500,000.00 | | \$18,000.00 | \$0.00 | | | | |
| | Amount to be raised by taxation | | | | | | | | | | | | |
| 07 | Local Tax for Municipal Purposes | 1.57% | \$181,736.00 | \$11,539,360.00 | \$11,721,096.00 | \$11,721,096.00 | | \$0.00 | \$0.00 | | | | |
| 07 | Minimum Library Tax | 3.71% | \$26,575.00 | \$716,122.00 | \$742,697.00 | \$742,697.00 | | \$0.00 | \$0.00 | | | | |
| 54 | Open Space Levy Tax | #DIV/0! | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | \$0.00 | | | | |
| 07 | Addition to Local District School Tax | #DIV/0! | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | \$0.00 | \$0.00 | | | | |
| 08 | Deficit General Budget | 4.46% | \$2,827.00 | \$63,373.00 | \$66,200.00 | \$0.00 | | \$0.00 | \$66,200.00 | | | | |
| | Total | -2.98% | (\$646,633.00) | \$21,677,548.00 | \$21,030,915.00 | \$17,533,541.00 | \$0.00 | \$3,377,174.00 | \$120,200.00 | \$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 | Water Utility | Swom Pool Utility | Utility | Utility | Utility | Utility |
|------|---------------------------------|---------------------|------------------------------------|-------------------------------------|--|---|------------------------|------------------------|-----------------------|----------------|-----------------------|---------------------|---------------|---------------|---------------|
| 20 | General Government | 5.00 | 8.00 | -11.20% | (\$162,517.00) | \$1,450,850.00 | \$1,288,333.00 | \$1,288,333.00 | | | | | | | |
| 21 | Land-Use Administration | 0.00 | 2.00 | 24.96% | \$30,736.00 | \$123,147.00 | \$153,883.00 | \$153,883.00 | | | | | | | |
| 22 | Uniform Construction Code | 3.00 | 4.00 | -13.13% | (\$41,809.00) | \$318,517.00 | \$276,708.00 | \$276,708.00 | | | | | | | |
| 23 | Insurance | 0.00 | 0.00 | -3.77% | (\$63,641.00) | \$1,689,543.00 | \$1,625,902.00 | \$1,625,902.00 | | | | | | | |
| 25 | Public Safety | 33.00 | 15.00 | 2.64% | \$110,790.00 | \$4,193,784.00 | \$4,304,574.00 | \$4,185,420.00 | \$119,154.00 | | | | | | |
| 26 | Public Works | 22.00 | 3.00 | 5.91% | \$188,382.00 | \$3,189,893.00 | \$3,378,275.00 | \$2,107,054.00 | \$37,697.00 | \$1,233,524.00 | | | | | |
| 27 | Health and Human Services | 2.00 | 3.00 | 1.45% | \$2,814.00 | \$193,907.00 | \$196,721.00 | \$170,038.00 | \$26,683.00 | | | | | | |
| 28 | Parks and Recreation | 0.00 | 92.00 | 5.21% | \$12,946.00 | \$248,641.00 | \$261,587.00 | \$160,987.00 | | | \$100,600.00 | | | | |
| 29 | Education (including Library) | 6.00 | 10.00 | 3.71% | \$26,575.00 | \$716,122.00 | \$742,697.00 | \$742,697.00 | | | | | | | |
| 30 | Unclassified | 0.00 | | 0.00% | \$0.00 | \$5,000.00 | \$5,000.00 | \$5,000.00 | | | | | | | |
| 31 | Utilities and Bulk Purchases | 0.00 | | 3.55% | \$117,106.00 | \$3,298,272.00 | \$3,415,378.00 | \$1,765,378.00 | | \$1,650,000.00 | | | | | |
| 32 | Landfill / Solid Waste Disposal | 0.00 | | 0.00% | \$0.00 | \$335,000.00 | \$335,000.00 | \$335,000.00 | | | | | | | |
| 35 | Contingency | 0.00 | | #DIV/0! | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | | | | |
| 36 | Statutory Expenditures | 0.00 | | 8.97% | \$130,307.00 | \$1,453,137.00 | \$1,583,444.00 | \$1,425,194.00 | | \$153,650.00 | \$4,600.00 | | | | |
| 37 | Judgements | 0.00 | | #DIV/0! | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | | | | |
| 42 | Shared Services | 0.00 | | #DIV/0! | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | | | | |
| 43 | Court and Public Defender | 3.00 | 2.00 | -2.37% | (\$4,895.00) | \$206,708.00 | \$201,813.00 | \$201,813.00 | | | | | | | |
| 44 | Capital | 0.00 | | -13.90% | (\$163,960.00) | \$1,179,960.00 | \$1,016,000.00 | \$0.00 | \$861,000.00 | \$140,000.00 | \$15,000.00 | | | | |
| 45 | Debt | 0.00 | | #DIV/0! | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | | | | |
| 46 | Deferred Charges | 0.00 | | 5.74% | \$24,196.00 | \$421,404.00 | \$445,600.00 | \$245,600.00 | | \$200,000.00 | | | | | |
| 48 | Debt - Type 1 School District | 0.00 | | #DIV/0! | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | | | | |
| 50 | Reserve for Uncollected Taxes | 0.00 | | 2.86% | \$50,000.00 | \$1,750,000.00 | \$1,800,000.00 | \$1,800,000.00 | | | | | | | |
| 55 | Surplus General Budget | 0.00 | | #DIV/0! | \$0.00 | \$0.00 | \$0.00 | \$0.00 | | | | | | | |
| | Total | 74.00 | 139.00 | 1.24% | \$257,030.00 | \$20,773,885.00 | \$21,030,915.00 | \$16,489,007.00 | \$1,044,534.00 | \$0.00 | \$3,377,174.00 | \$120,200.00 | \$0.00 | \$0.00 | \$0.00 |

ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA

| <u>Property Tax Assessments - Taxable Properties (October 1, 2015 Value)</u> | | | | <u>Property Tax Assessments - Exempt Properties (October 1, 2015 Value)</u> | | | |
|--|--------------|---------------------------|----------------|---|--------------|-------------------------|----------------|
| | # of Parcels | Assessed Value | % of Total | | # of Parcels | Assessed Value | % of Total |
| 1 Vacant Land | 88 | \$44,294,000.00 | 1.93% | 15A Public Schools | 2 | \$22,260,500.00 | 5.86% |
| 2 Residential | 3,428 | \$1,357,290,700.00 | 59.04% | 15B Other Schools | 0 | \$0.00 | 0.00% |
| 3A/3B Farm | 2 | \$903,200.00 | 0.04% | 15C Public Property | 58 | \$260,981,200.00 | 68.70% |
| 4A Commercial | 239 | \$602,952,000.00 | 26.23% | 15D Church and Charities | 7 | \$30,461,200.00 | 8.02% |
| 4B Industrial | 64 | \$288,411,200.00 | 12.55% | 15E Cemeteries & Graveyards | 9 | \$57,269,500.00 | 15.08% |
| 4C Apartments | 0 | \$0.00 | 0.00% | 15F Other Exempt | 15 | \$8,889,300.00 | 2.34% |
| 5A/5B Railroad | 9 | \$2,672,700.00 | 0.12% | | | | |
| 6A/6B Business Personal Property | 1 | \$2,246,233.00 | 0.10% | | | | |
| Total | 3,831 | \$2,298,770,033.00 | 100.00% | Total | 91 | \$379,861,700.00 | 100.00% |
| Average Ratio (%), Assessed to True Value | | | | 103.60% | | | |
| Equalized Valuation, Taxable Properties | | | | \$2,218,889,993.24 | | | |
| Total # of property tax appeals filed in 2015 | | | | County Tax Board | | 54.00 | |
| | | | | State Tax Court | | 56.00 | |
| Number of 2015 County Tax Board decisions appealed to Tax Court | | | | 5.00 | | | |
| Number of pending property tax appeals in State Tax Court | | | | 171.00 | | | |
| Amount paid out by municipality for tax appeals in 2015 | | | | \$629,460.00 | | | |
| | | | | Percentage of Exempt vs. Non-Exempt Properties | | | |
| | | | | 16.52% | | | |

| <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 2015 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
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 | 153,478.00 | \$32,128.00 | \$0.00 | \$4,033.00 | \$114,747.00 | \$2,570.00 |
| Supervisory Staff (Department Heads & Managers) | 8.00 | 5.00 | 1,384,988.00 | \$1,053,850.00 | \$0.00 | \$132,292.00 | \$114,538.00 | \$84,308.00 |
| Police Officers (Including Superior Officers) | 28.00 | 0.00 | 4,725,719.00 | \$3,326,735.00 | \$133,600.00 | \$787,315.00 | \$436,942.00 | \$41,127.00 |
| Fire Fighters (Including Superior Officers) | 0.00 | 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 | \$0.00 |
| All Other Non-Union Employees not listed above | 40.00 | 125.00 | 3,838,823.00 | \$2,522,887.00 | \$120,800.00 | \$316,704.00 | \$666,937.00 | \$211,495.00 |
| Totals | 76.00 | 137.00 | 10,103,008.00 | \$6,935,600.00 | \$254,400.00 | \$1,240,344.00 | \$1,333,164.00 | \$339,500.00 |

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 | 17.00 | \$11,605.86 | \$197,299.62 | 18.00 | \$11,209.40 | \$201,769.20 |
| Parent & Child | 4.00 | \$20,643.00 | \$82,572.00 | 4.00 | \$18,801.00 | \$75,204.00 |
| Employee & Spouse (or Partner) | 14.00 | \$23,291.70 | \$326,083.80 | 16.00 | \$22,466.94 | \$359,471.04 |
| Family | 32.00 | \$32,239.64 | \$1,031,668.48 | 32.00 | \$30,021.69 | \$960,694.08 |
| Employee Cost Sharing Contribution (enter as negative -) | | | (\$434,327.00) | | | (\$428,662.00) |
| Subtotal | 67.00 | | \$1,203,296.90 | 70.00 | | \$1,168,476.32 |
| <u>Elected Officials - Health Benefits - Annual Cost</u> | | | | | | |
| Single Coverage | 0 | \$0.00 | \$0.00 | 0 | \$0.00 | \$0.00 |
| Parent & Child | 0 | \$0.00 | \$0.00 | 0 | \$0.00 | \$0.00 |
| Employee & Spouse (or Partner) | 1 | \$22,837.56 | \$22,837.56 | 1 | \$22,032.12 | \$22,032.12 |
| Family | 3 | \$31,858.56 | \$95,575.68 | 3 | \$29,633.40 | \$88,900.20 |
| Employee Cost Sharing Contribution (enter as negative -) | | | (\$3,667.00) | | | (\$3,438.00) |
| Subtotal | 4.00 | | \$114,746.24 | 4.00 | | \$107,494.32 |
| <u>Retirees - Health Benefits - Annual Cost</u> | | | | | | |
| Single Coverage | 0 | \$0.00 | \$0.00 | 0 | \$0.00 | \$0.00 |
| Parent & Child | 0 | \$0.00 | \$0.00 | 0 | \$0.00 | \$0.00 |
| Employee & Spouse (or Partner) | 0 | \$0.00 | \$0.00 | 0 | \$0.00 | \$0.00 |
| Family | 0 | \$0.00 | \$0.00 | 0 | \$0.00 | \$0.00 |
| Employee Cost Sharing Contribution (enter as negative -) | | | \$0.00 | | | \$0.00 |
| Subtotal | 0.00 | | \$0.00 | 0.00 | | \$0.00 |
| GRAND TOTAL | 71.00 | | \$1,318,043.14 | 74.00 | | \$1,275,970.64 |

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 | 2017 | 2018 | All Additional Future |
|--|------------------------|-----------------------------|-----------------------|---------------|---------------|-----------------------|
| Gross Debt | Deductions | Net Debt | Budget | Budget | Budget | Years' Budgets |
| Local School Debt | \$4,380,000.00 | \$4,380,000.00 | \$0.00 | | | |
| Regional School Debt | \$2,298,039.54 | \$2,298,039.54 | \$0.00 | | | |
| Utility Fund Debt | | | | | | |
| Water | \$383,577.00 | \$383,577.00 | \$0.00 | | | |
| Swim Pool | | | \$0.00 | | | |
| 0 | | | \$0.00 | | | |
| 0 | | | \$0.00 | | | |
| 0 | | | \$0.00 | | | |
| 0 | | | \$0.00 | | | |
| <u>Municipal Purposes</u> | | | | | | |
| Debt Authorized | \$3,160,875.00 | \$0.00 | \$3,160,875.00 | | | |
| Notes Outstanding | | | \$0.00 | | | |
| Bonds Outstanding | | | \$0.00 | | | |
| Loans and Other Debt | | | \$0.00 | | | |
| Total (Current Year) | \$10,222,491.54 | \$7,061,616.54 | \$3,160,875.00 | | | |
| Population (2010 census) | 10,804 | | | | | |
| Per Capita Gross Debt | \$946.18 | | | | | |
| Per Capita Net Debt | \$292.57 | | | | | |
| 3 Yr. Average Property Valuation | \$2,125,870,765.33 | | | | | |
| Net Debt as % of 3 Year Avg Property Valuation | 0.15% | | | | | |
| Utility Fund - Principal | | | | | | |
| Utility Fund - Interest | | | | | | |
| Bond Anticipation Notes - Principal | | | | | | |
| Bond Anticipation Notes - Interest | | | | | | |
| Bonds - Principal | | | | | | |
| Bonds - Interest | | | | | | |
| Loans & Other Debt - Principal | | | | | | |
| Loans & Other Debt - Interest | | | | | | |
| Total | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Total Principal | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Total Interest | | | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| % of Total Current Year Budget | | | 0.00% | | | |
| Description | Debt Not Listed Above | | | | | |
| Total Guarantees - Governmental | | | | | | |
| Total Guarantees - Other | | | | | | |
| Total Capital/Equipment Leases | | | | | | |
| Total Other | | | | | | |
| <u>Bond Rating</u> | <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 - Notes

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

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| | |
| | |