Borough of Florham Park

2016 Comparative Budget

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BUDGET PREPARATION

The budget is traditionally introduced in February or March. The Mayor, Administrator and Council Members have spent a significant amount of time reviewing and analyzing various aspects of the budget to come to a realistic budget that meets the needs of the residents. In April, after a formal public hearing, the budget for 2016 will be adopted. A temporary budget is adopted at the beginning of the year, which provides for the orderly continuation of Borough operations until the budget is officially approved.

The budget process is not a seasonal process, but a continuous process that is discussed by members of the Finance Committee throughout the year. There is a significant amount of planning that leads up to the final development of the budget. Part of this planning involves debt affordability analysis as well as debt structuring. This enables the Mayor and Council to better plan for future years and to correct negative trends that may have an impact on the municipal future.

REVENUES

The current year revenues, that are budgeted, are based upon conservative estimates. New Jersey budget law allows a municipality to budget an amount that is equal to but not greater than what has been realized in the prior year for a revenue category. The Borough takes a conservative approach to revenue budgeting to ensure that the Borough does not become dependent upon a revenue source that will not be available in future budget years.

The interest rate environment has continued to remain at record low levels. Economists expect the rates to remain where they are over the next year or two. The favorable increases in interest rates throughout prior years have been a significant contributor to the stabilization of our Fund Balance position.

Revenue that is attributable to State Aid in the current year budget was left unchanged again as the state has indicated level funding again. This follows several years of reductions. The reductions for 2010, 2009 and 2008 were $314,962, $55,973 and $140,039 respectively. The Borough has sustained approximately one-half of a million dollars loss in state aid. These reductions follow years of state aid that remained essentially unchanged. As was stated for the last several years, the State continues to shift what was their burden of support back to the taxpayers of our community. The lack of State Aid shifts a disproportionate burden of the budget to our taxpayers. In an effort to head off this burden we actively pursue other sources of revenue and look to regionalize services.

APPROPRIATIONS

The reserve for uncollected taxes account acts as an allowance for doubtful accounts when taxpayers of the Borough do not pay their taxes on time. The Borough is required by statute to pay out County and School tax dollars to those entities prior to satisfying our own obligations. As a result, when taxpayers are delinquent, this can potentially cause the Borough cash flow difficulties. The State of New Jersey requires every municipality to create and fund this reserve for uncollected taxes account in an amount sufficient to guarantee that the municipality will be able to meet its own obligations. The increase in the reserve account takes into consideration the increase in county and school tax requirements as well as the requirements of the Borough.

MANDATED APPROPRIATIONS AND THE BUDGET CAP

It should be noted that the greatest portion of the budget is mandated by state statutes and federal requirements. Furthermore, the State of New Jersey initially in 1976, placed a statutory limit on the growth of local budgets, commonly referred to as "The CAP Law". "The CAP Law" was substantially changed in August of 1990, by the state legislature and signed by the governor. The CAP Law was again substantially change in the summer of 2004. Many of the areas of municipal government which are not controlled by the Mayor and Council must be satisfied within the "CAP" limit. The CAP limit for 2016 is 0%.

The State of New Jersey created a new CAP beginning in 2008. This new CAP is on the amount to be raised by taxation. The intent of the CAP was to limit tax increases to no greater than 4.0%. However, the State also put in exceptions for its own actions that may negatively impact municipal budgets. One such exception is for State Aid reductions.

The State of New Jersey again created a new CAP beginning in 2011. This newest CAP is on the amount to be raised by taxation. This limits the amount taxes can go up by 2.0% with four exceptions. They are debt service, health insurance, pension costs, and natural disasters.

PERSONNEL

The Borough has two labor unions, covering the public works and law enforcement personnel. These contracts had been renegotiated in 2014. The remaining employees are not covered by union contracts; however, these positions are generally professional positions that are statutorily required.

TAX RATES

10-YEAR TAX RATE COMPARISON						
Year	Municipal	Library	Schools	County	County Open Space	Total Tax Rate
2007	.317	NA	.627	.180	.046	1.170
2008	.333	NA	.646	.172	.039	1.190
2009	.344	NA	.662	.197	.033	1.236
2010	.348	NA	.675	.204	.023	1.250
2011	.325	.034	.689	.222	.018	1.288
2012	.343	.033	.705	.233	.016	1.330
2013	.357	.031	.728	.221	.014	1.351
2014	.370	.029	.750	.213	.010	1.372
2015	.373	.031	.772	.222	.010	1.408
2016	.376	.031	.782	.227	.010	1.426

([1]) – Property Revaluation
(*) – Not Available

ADDITIONAL BUDGET INFORMATION

The 2016 budget responds to the needs of the community and maintains services that have come to be relied upon by many residents. Any budget areas where increases are seen were made after considerable review and justification for such increases.

We continue to look for opportunities to either provide services to neighboring communities, or have them provide services for us. We continue in our pledge to make Florham Park more efficient and save tax dollars any responsible way that we can.

LOOKING INTO THE FUTURE

The Mayor and Council continue to explore ways to improve the community as a whole and enhance the quality of life for residents. Looking ahead, the 2017 budget will bring with it new challenges. The State of New Jersey will most likely look to continue reducing the state aid that we receive for both schools and municipalities, forcing municipalities across the state to evaluate the level of service provided to residents in an attempt to control taxes.

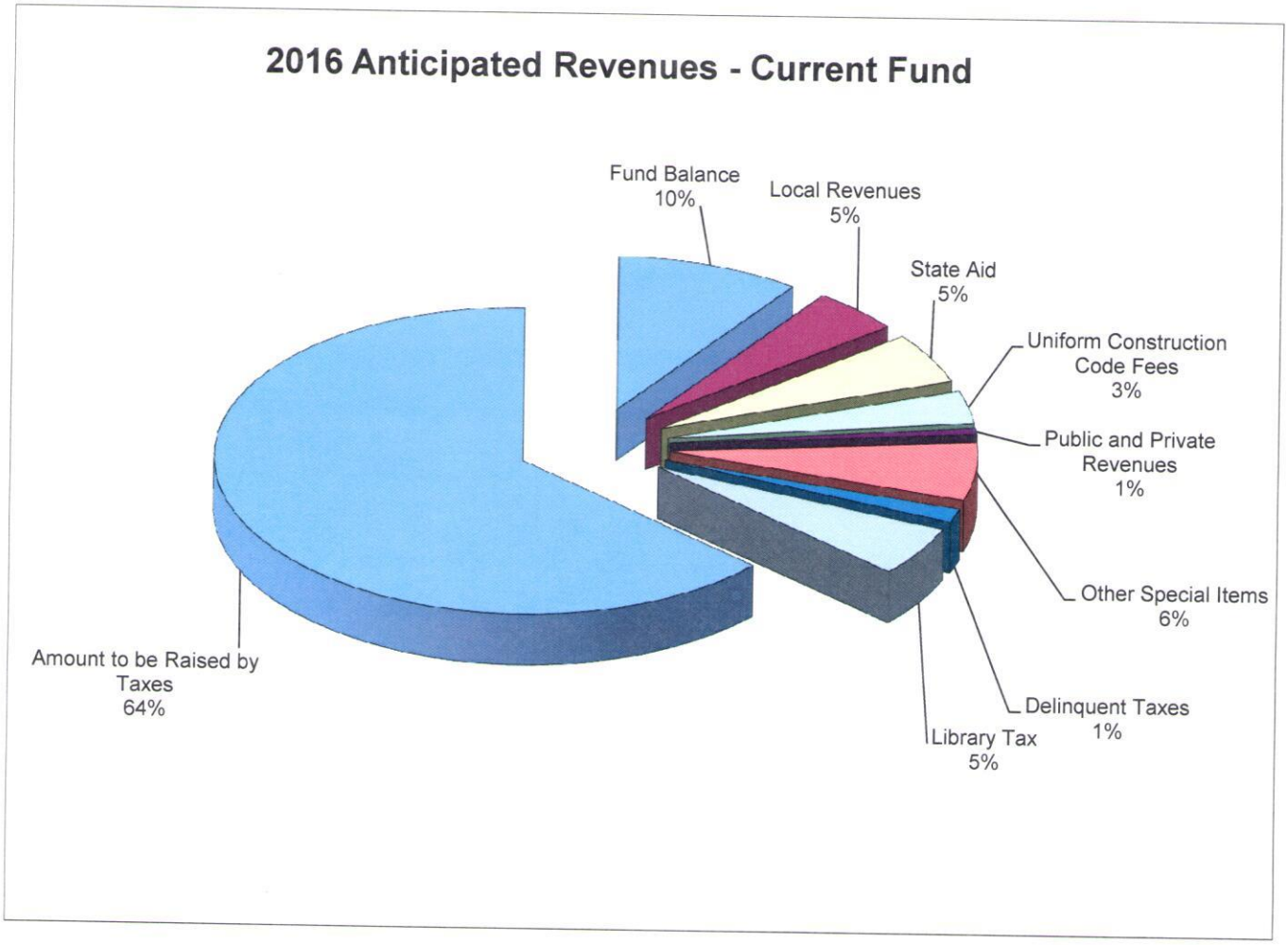
THE GOVERNING BODY

Mayor:

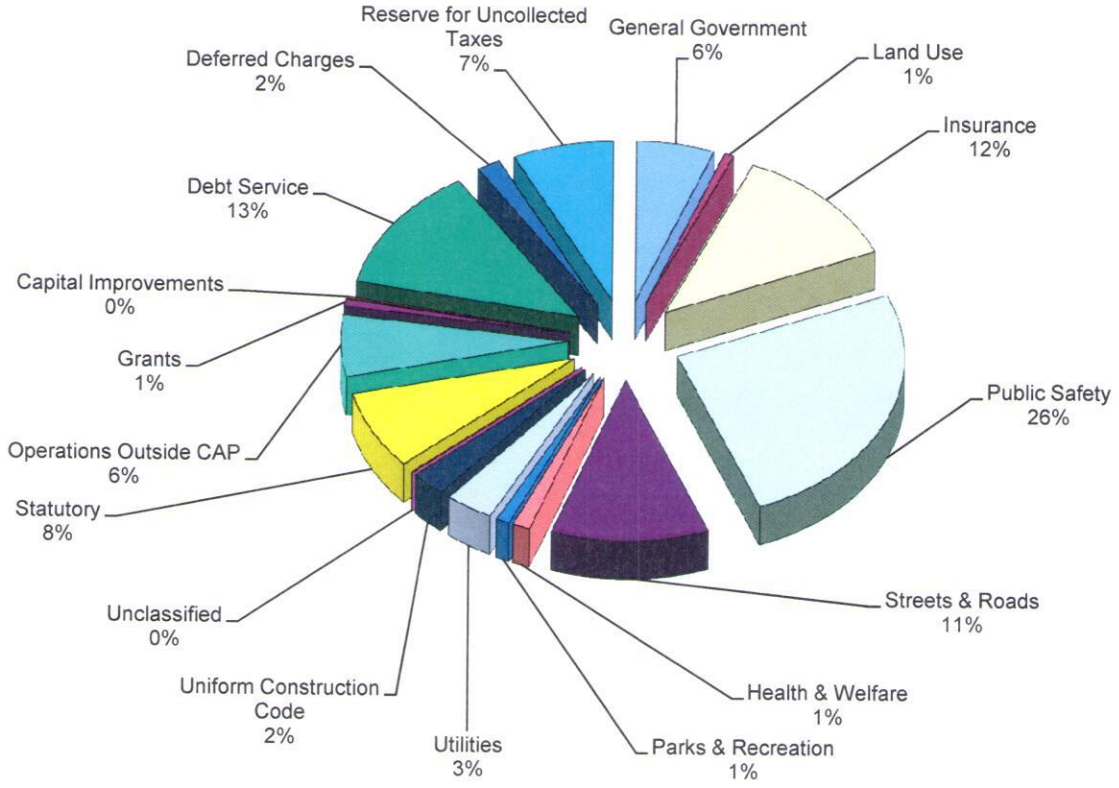
Mark Taylor

Council:

Scott Carpenter
Charles Germershausen
Charles Malone
Thomas Michalowski
Carmen Cefolo-Pane
William Zuckerman


2016 Anticipated Revenues - Current Fund
Fund Balance 10%
Local Revenues 5%
State Aid 5%
Uniform Construction Code Fees 3%
Public and Private Revenues 1%
Other Special Items 6%
Delinquent Taxes 1%
Library Tax 5%
Amount to be Raised by Taxes 64%

2016 Appropriations



Borough of Florham Park
2014, 2015 and 2016 Budget Revenues - Current Fund

	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget
Fund Balance Anticipated	$ 1,874,000.00	$ 1,874,000.00	$ 1,874,000.00
Fund Balance Anticipated with Consent of Director			
Total Fund Balance Anticipated	1,874,000.00	1,874,000.00	1,874,000.00
Local Revenues:			
Alcoholic Beverage Licenses	16,000.00	15,500.00	15,500.00
Other Licenses	52,000.00	69,000.00	54,400.00
Fees and Permits	130,000.00	129,000.00	129,350.00
Municipal Court - Fines & Costs	200,000.00	200,000.00	174,000.00
Interest and Costs on Taxes	95,000.00	79,500.00	87,500.00
Interest on Investments and Deposits	14,000.00	14,000.00	22,000.00
Payments in Lieu of Taxes	344,290.00	369,290.00	389,290.00
Park Avenue Club	28,750.00	28,750.00	33,000.00
Total Local Revenues	880,040.00	905,040.00	905,040.00
State Aid without Offsetting Appropriations:			
Consolidated Municipal Property Tax Relief Aid			
Energy Receipts Tax	1,028,158.00	1,028,158.00	1,028,158.00
Garden State Trust	-	-	-
Total State Aid with Offsetting Appropriations	1,028,158.00	1,028,158.00	1,028,158.00
Dedicated Uniform Construction Code Fees Offset with Appropiations:			
Uniform Construction Code Fees	450,000.00	635,812.14	666,785.45
Total Dedicated Uniform Construction Code Fees Offset with Appropiations	450,000.00	635,812.14	666,785.45
Public and Private Revenues Offset with Appropriations:			
Clean Communities Act	19,948.78	41,446.69	-
Recycling Tonnage Grant	24,907.46	26,326.81	20,823.39
Drunk Driving Enforcement Fund	4,556.76	8,327.56	4,279.13
Body Armor Replacement Grant	4,267.45	3,199.24	3,194.21
Click-It or Tick-It Grant	4,000.00	4,000.00	7,550.00
NFL Grant	250,000.00	-	-
Alcohol Education and Rehab Fund	2,797.06	1,536.08	1,709.06
DWI-Labor Day Crackdown	4,400.00	4,400.00	3,525.00
Department of Justice	2,234.63	3,387.29	-
Morris County Historic Preservation Grant	-	10,000.00	94,451.70
Total Public and Private Revenues Offset with	317,112.14	102,623.67	135,532.49

Borough of Florham Park
2014, 2015 and 2016 Budget Revenues - Current Fund

	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget
Other Special Items:			
Uniform Fire Safety Act	86,500.00	86,500.00	101,000.00
General Capital Fund Balance	25,000.00	-	-
Hotel Occupancy Tax	246,400.00	246,400.00	267,400.00
Reserve for Payment of Debt Service	117,600.00	102,000.00	205,930.00
Outside Detail Administrative Fees		20,000.00	20,000.00
Sewer Utility Operating Surplus	685,000.00	635,000.00	585,000.00
Water Utility Operating Surplus	-	-	-
Total Other Special Items	1,160,500.00	1,089,900.00	1,179,330.00
Total Miscellaneous Revenues	3,835,810.14	3,761,533.81	3,914,845.94
Receipts from Delinquent Taxes	370,000.00	281,000.00	281,000.00
Subtotal General Revenues	6,079,810.14	5,916,533.81	6,069,845.94
Minimum Library Tax	951,120.15	995,974.58	1,027,587.00
Amount to be Raised by Taxes	11,948,451.60	12,134,156.22	12,365,146.42
Amount to be Raised by Taxation	12,899,571.75	13,130,130.80	13,392,733.42
Total General Revenues	$ 18,979,381.89	$ 19,046,664.61	$ 19,462,579.36
Percentage of Total Budget Raised by Taxation	67.97%	68.94%	68.81%
Total Appropriations	18,979,381.89	19,046,664.61	$ 19,462,579.36
Total General Revenues	(6,079,810.14)	(5,916,533.81)	(6,069,845.94)
Amount to be Raised by Taxation	$ 12,899,571.75	$ 13,130,130.80	$ 13,392,733.42

Borough of Florham Park
2014, 2015 and 2016 Budget Revenues
Water, Pool and Sewer Utilities

	2014 Adopted Budget	2015 Adopted Budget	2016 Adopted Budget
Water Utility Operating Fund:			
Fund Balance Anticipated	$ 300,000.00	$ 400,000.00	$ 400,000.00
Fund Balance Anticipated with Consent of Director			
Total Fund Balance Anticipated	300,000.00	400,000.00	400,000.00
Other Revenues:			
Rents	914,770.00	801,715.00	830,590.00
Miscellaneous	373,675.00	467,055.00	438,180.00
Total Other Revenues	1,288,445.00	1,268,770.00	1,268,770.00
Total Water Utility Revenues	$ 1,588,445.00	$ 1,668,770.00	$ 1,668,770.00
Pool Utility Operating Fund:			
Fund Balance Anticipated	$ 37,555.00	$ 37,555.00	$ 37,555.00
Fund Balance Anticipated with Consent of Director			
Total Fund Balance Anticipated	37,555.00	37,555.00	37,555.00
Other Revenues:			
Membership Fees	128,710.00	134,580.00	134,580.00
Miscellaneous	24,700.00	20,000.00	35,585.00
Pool Capital Fund Balance	-	-	-
Total Other Revenues	153,410.00	154,580.00	170,165.00
Total Pool Utility Revenues	$ 190,965.00	$ 192,135.00	$ 207,720.00
Sewer Utility Operating Fund:			
Fund Balance Anticipated	$ 446,180.00	$ 500,000.00	$ 425,000.00
Fund Balance Anticipated with Consent of Director			
Total Fund Balance Anticipated	446,180.00	500,000.00	425,000.00
Other Revenues:			
Service Charges	2,908,641.00	3,931,339.00	3,777,800.00
New Connection Fees	92,625.00	92,625.00	92,625.00
Miscellaneous	21,400.00	21,400.00	20,000.00
Total Other Revenues	3,022,666.00	4,045,364.00	3,890,425.00
Total Sewer Utility Revenues	$ 3,468,846.00	$ 4,545,364.00	$ 4,315,425.00

Borough of Florham Park
2014, 2015 and 2016 Appropriation Budgets

	Adopted Budget		
	2014	2015	2016
CURRENT FUND:			
GENERAL GOVERNMENT			
General Administration			
Salary And Wages	122,620.00	111,775.00	131,010.00
Other Expenses	12,000.00	14,500.00	14,500.00
Mayor and Council			
Other Expenses	19,200.00	19,200.00	19,200.00
Municipal Clerk			
Salary And Wages	163,490.00	150,095.00	152,345.00
Other Expenses	67,075.00	67,575.00	67,575.00
Financial Administration			
Salary And Wages	84,345.00	65,150.00	66,190.00
Other Expenses	34,950.00	39,950.00	38,400.00
Annual Audit	26,265.00	20,765.00	22,665.00
Tax Collection			
Salary And Wages	47,835.00	39,560.00	30,600.00
Other Expenses	9,947.50	9,747.50	9,747.50
Information Technology			
Other Expenses	23,000.00	14,000.00	14,000.00
Assessment of Taxes			
Salary And Wages	51,815.00	56,115.00	59,675.00
Other Expenses	96,980.00	97,480.00	97,480.00
Legal Services And Costs			
Other Expenses	163,500.00	163,500.00	163,500.00
Engineering Services & Costs			
Salary And Wages	136,335.00	112,420.00	112,685.00
Other Expenses	66,000.00	72,800.00	72,800.00
Historic Commission			
Other Expenses	5,200.00	5,200.00	5,200.00
Total General Government	1,130,557.50	1,059,832.50	1,077,572.50
LAND USE ADMINISTRATION			
Municipal Land Use Law (NJSA 40:55D-1)			
Planning Board			
Salary And Wages	21,800.00	22,240.00	23,645.00
Other Expenses	73,490.00	73,990.00	73,990.00

Borough of Florham Park
2014, 2015 and 2016 Appropriation Budgets

	Adopted Budget		
	2014	2015	2016
Zoning Board of Adjustment			
Salary And Wages	29,280.00	8,650.00	9,655.00
Other Expenses	23,160.00	22,510.00	22,510.00
Total Land Use Administration	147,730.00	127,390.00	129,800.00
INSURANCE			
Workers' Compensation Insurance	169,154.75	145,274.75	170,587.95
Liability Insurance	165,655.00	116,075.00	126,346.12
Group Insurance for Employees	2,186,500.00	2,045,486.29	2,115,050.00
Total Insurance	2,521,309.75	2,306,836.04	2,411,984.07
PUBLIC SAFETY			
Municipal Court			
Salaries and Wages	110,131.00	104,120.00	100,105.00
Other Expenses	8,070.00	8,570.00	11,070.00
Municipal Prosecutor			
Salary And Wages	25,000.00	25,000.00	25,000.00
Public Defender			
Salaries and Wages	5,000.00	5,000.00	5,000.00
Fire			
Salaries and Wages	33,500.00	34,215.00	34,810.00
Other Expenses	105,185.00	118,850.00	119,350.00
Contribution to Volunteer Fire Department			
Other Expenses	22,000.00	23,500.00	23,500.00
Police			
Salary And Wages	3,987,990.00	4,048,665.00	4,090,055.00
Other Expenses	239,150.00	290,150.00	292,397.00
Police Vehicles			
Other Expenses	65,000.00	77,000.00	77,000.00
Fire Safety Program			
Salary And Wages	96,765.00	97,510.00	133,395.00
Other Expenses	14,500.00	15,390.00	15,590.00
First Aid Organization Contribution			
Other Expenses	15,000.00	15,000.00	15,000.00
Emergency Management Services			
Other Expenses	14,475.00	14,475.00	14,475.00
Accrued Compensation:			
Salary And Wages	-	-	
Total Public Safety	4,741,766.00	4,877,445.00	4,956,747.00

Borough of Florham Park
2014, 2015 and 2016 Appropriation Budgets

	Adopted Budget		
	2014	2015	2016
PUBLIC WORKS FUNCTIONS			
Road Repairs and Maintenance			
Salaries and Wages	574,300.00	569,250.00	624,480.00
Other Expenses	228,550.00	241,550.00	242,050.00
Other Public Works			
Salaries and Wages	204,245.00	151,535.00	153,875.00
Solid Waste Collection (Recycling)			
Other Expenses	63,000.00	63,000.00	63,000.00
Buildings and Grounds			
Salaries and Wages	644,190.00	647,435.00	605,020.00
Other Expenses	96,500.00	96,600.00	170,793.00
Condo Services			
Other Expenses	60,000.00	55,000.00	65,000.00
Vehicle Maintenance			
Salaries and Wages	158,615.00	164,255.00	166,535.00
Other Expenses	113,900.00	92,100.00	92,100.00
Insect Control			
Other Expenses	1,000.00	1,000.00	-
Total Streets and Roads	2,144,300.00	2,081,725.00	2,182,853.00
HEALTH AND WELFARE			
Board of Health			
Salaries and Wages	58,730.00	59,385.00	60,575.00
Other Expenses	143,944.95	144,594.95	142,627.00
Environmental Commission			
Other Expenses	13,500.00	14,000.00	27,500.00
Social Service Agencies			
Other Expenses	14,500.00	14,500.00	14,500.00
Total Health and Welfare	230,674.95	232,479.95	245,202.00

Borough of Florham Park
2014, 2015 and 2016 Appropriation Budgets

	Adopted Budget		
	2014	2015	2016
RECREATION AND PUBLIC EVENTS			
Recreation			
Salaries and Wages	108,625.00	95,435.00	99,915.00
Other Expenses	80,775.00	81,775.00	81,775.00
Public Events			
Other Expenses	5,000.00	5,000.00	5,000.00
Total Parks and Recreation	194,400.00	182,210.00	186,690.00
UTILITIES & BULK PURCHASES	668,600.00	668,600.00	663,500.00
UNIFORM CONSTRUCTION CODE			
Salaries and Wages	319,090.00	374,440.00	340,220.00
Other Expenses	102,850.00	141,250.00	142,900.00
Total Uniform Construction Code	421,940.00	515,690.00	483,120.00
UNCLASSIFIED			
Contingent	10,000.00	10,000.00	10,000.00
Total Unclassified	10,000.00	10,000.00	10,000.00
TOTAL OPERATIONS WITHIN "CAPS"	12,211,278.20	12,062,208.49	12,347,468.57
STATUTORY EXPENDITURES			
STATUTORY EXPENDITURES			
Social Security System (O.A.S.I.)	317,626.05	328,616.05	375,280.00
Public Employees Retirement System	315,294.00	309,151.00	254,120.66
Police and Firemen's Retirement System	717,023.00	800,231.00	896,279.00
Total Statutory Expenditures	1,349,943.05	1,437,998.05	1,525,679.66
TOTAL GENERAL APPROPRIATIONS WITHIN "CAPS"	13,561,221.25	13,500,206.54	13,873,148.23

Borough of Florham Park
2014, 2015 and 2016 Appropriation Budgets

	Adopted Budget		
	2014	2015	2016
Operations Excluded from "CAPS"			
Maintenance of Free Public Library	1,086,759.00	1,143,844.00	1,027,587.00
Employee Group Health Insurance:			
Other Expenses	-	-	-
Reserve for Tax Appeals			
Other Expenses	148,420.00	148,420.00	148,120.00
LOSAP			
Other Expenses	36,000.00	33,500.00	35,000.00
Operations Excluded from "CAPS" (Cont'd):			
Police and Firemen's Retirement System			
Total Operations Excluded from "CAPS"	1,271,179.00	1,325,764.00	1,210,707.00
FEDERAL AND STATE GRANTS			
Clean Communities Act	19,948.78	41,446.69	-
Recycling Tonnage Grant	24,907.46	26,326.81	20,823.39
Drunk Driving Enforcement Fund	4,556.76	8,327.56	4,279.13
Body Armor Replacement Grant	4,267.45	3,199.24	3,194.21
NFL Grant	250,000.00	-	-
Alcohol Education and Rehab Fund	2,797.06	1,536.08	1,709.06
DWI- Labor Day Crackdown	4,400.00	4,400.00	3,525.00
Department of Justice	2,234.63	3,387.29	-
Click It or Ticket Grant	4,000.00	4,000.00	7,550.00
Morris County Historic Preservation Grant	-	10,000.00	94,451.70
Total Federal and State Grants	317,112.14	102,623.67	135,532.49
CAPITAL IMPROVEMENTS EXCLUDED FROM CAPS			
Capital Improvement Fund	40,000.00	40,000.00	40,000.00
Improvements to Little Red School House			
Total Capital Improvements	40,000.00	40,000.00	40,000.00

Borough of Florham Park
2014, 2015 and 2016 Appropriation Budgets

	Adopted Budget		
	2014	2015	2016
DEBT SERVICE			
Payment of Bond Principal	1,055,492.00	1,069,597.00	1,954,597.00
Payment of Bond Anticipation Notes and Capital Note	963,000.00	1,063,000.00	-
Payment of Special Emergency Note	60,000.00	69,403.31	-
Interest on Bonds	119,000.00	87,000.00	511,476.64
Interest on Notes	112,717.50	148,975.00	-
Interest on Special Emergency Note	1,620.00	870.00	-
Total Debt Service	2,311,829.50	2,438,845.31	2,466,073.64
DEFERRED CHARGES			
Deferred Charges:			
Deferred Charges to Future Taxation Unfunded	125,000.00	258,225.09	328,498.00
Total Deferred Charges	125,000.00	258,225.09	328,498.00
RESERVE FOR UNCOLLECTED TAXES	1,353,040.00	1,381,000.00	1,408,620.00
TOTAL CURRENT FUND	18,979,381.89	19,046,664.61	19,462,579.36

Borough of Florham Park
2014, 2015 and 2016 Appropriation Budgets

	Adopted Budget		
	2014	2015	2016
WATER UTILITY OPERATING FUND:			
OPERATING			
Salaries and Wages	582,750.00	634,860.00	624,455.00
Other Expenses	828,200.00	841,700.00	844,775.00
CAPITAL IMPROVEMENTS	50,000.00	50,000.00	50,000.00
DEBT SERVICE	23,415.00	24,500.00	23,200.00
STATUTORY EXPENDITURES	104,080.00	117,710.00	126,340.00
TOTAL WATER UTILITY OPERATING FUNI	1,588,445.00	1,668,770.00	1,668,770.00
POOL UTILITY OPERATING FUND:			
OPERATING			
Salaries and Wages	85,150.00	85,150.00	86,855.00
Other Expenses	79,300.00	80,470.00	114,220.00
Deferred Charges to Future Taxation Unfunded	20,000.00	20,000.00	-
STATUTORY EXPENDITURES	6,515.00	6,515.00	6,645.00
TOTAL POOL UTILITY OPERATING FUND	190,965.00	192,135.00	207,720.00
SEWER UTILITY OPERATING FUND:			
OPERATING			
Salaries and Wages	781,415.00	981,645.00	1,017,800.00
Other Expenses	1,760,656.00	1,795,156.00	1,797,635.00
CAPITAL & DEBT:			
Capital Improvement Fund	-	500,000.00	500,000.00
Capital Outlay	125,000.00	125,000.00	125,000.00
Debt Service	663,000.00	671,000.00	660,175.00
Deferred Charges to Future Taxation Unfunded	-	300,000.00	-
STATUTORY EXPENDITURES	138,775.00	172,563.00	214,815.00
TOTAL SEWER UTILITY OPERATING FUNI	3,468,846.00	4,545,364.00	4,315,425.00

Borough of Florham Park
Condensed Capital Budget

	Estimated Total Cost	Reserved in Prior Years	2016 Projects					Future Funding Required
			Total Cost	Capital Improvement Fund	Current Year Reserve	Grants in Aid and Other Funds	Debt Authorized	
General Capital:								
Various Street Improvements	997,500	-	997,500	47,500	-	-	950,000	-
Emergency Services Equipment	-	-	-	-	-	-	-	-
Various Buildings & Facilities	1,000,000	-	1,000,000	50,000	-	-	950,000	-
Various Equipment	300,000	-	300,000	150,000	-	-	150,000	-
Total General Improvements	2,297,500	-	2,297,500	247,500	-	-	2,050,000	-
Water Utility Capital:								
Water System Improvements and Updates	-	-	-	-	-	-	-	-
Total Water Utility Improvements	-	-	-	-	-	-	-	-
Sewer Utility Capital:								
Sewer System Improvements and Updates	500,000	-	500,000	500,000	-	-	-	-
Total Sewer Utility Improvements	500,000	-	500,000	500,000	-	-	-	-
Pool Utility Capital:								
Pool Improvements & Updates	-	-	-	-	-	-	-	-
Total Pool Utility Improvements	-	-	-	-	-	-	-	-
	2,797,500	-	2,797,500	747,500	-	-	2,050,000	-