



# State of New Jersey Local Government Services

**Year:**  **Municipal User Friendly Budget**

**MUNICIPALITY:**

**Municode:**  **Filename:**

**Website:**

**Phone Number:**

**Mailing Address:**

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

**Mayor**

First Name	Middle Name	Last Name	Term Expires	Business Email
Jeffrey	T	Ridgway, Jr.	12/31/2019	jridway@pittsgrovetownship.com
<b>Chief Administrative Officer</b>				
Charles		Hughes		chughes@pittsgrovetownship.com
<b>Chief Financial Officer</b>				
Donna	Marie	Jacobs		djacobs@pittsgrovetownship.com
<b>Municipal Clerk</b>				
Constance	S.	Garton		cgarton@pittsgrovetownship.com
<b>Registered Municipal Accountant</b>				
Henry	J.	Ludwigsen		hludwigsen@bowmanllp.com

**Governing Body Members**

First Name	Middle Name	Last Name	Term Expires	Business Email
Fiore	J.	Copare	12/31/2020	fcopare@pittsgrovetownship.com
Jeffrey	T.	Ridgway, Jr.	12/31/2019	jridway@pittsgrovetownship.com
Thomas	G.	Hickson, Jr.	12/31/2019	tghickson@pittsgrovetownship.com
Francesca		Spinelli	12/31/2018	fspinelli@pittsgrovetownship.com
Jakob		Botticello	12/31/2020	jbotticello@pittsgrovetownship.com

**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	0.320	\$1,923,631.00	9.19%	\$618.48	Municipal Purpose Tax	ACTUAL	\$1,979,613.00
Municipal Library			0.00%	\$0.00	Municipal Library		
Municipal Open Space	0.010	\$60,154.00	0.29%	\$18.75	Municipal Open Space	ACTUAL	\$60,028.00
Fire Districts (avg. rate/total levies)	0.123	\$738,301.00	3.53%	\$233.41	Fire Districts (total levies)	ACTUAL	\$747,101.00
Other Special Districts (total levies)			0.00%	\$0.00	Other Special Districts (total levies)		
Local School District	1.792	\$10,780,877.00	51.52%	\$3,502.98	Local School District	ESTIMATED	\$11,212,200.00
Regional School District			0.00%	\$0.00	Regional School District		
County Purposes	1.212	\$7,291,667.15	34.85%	\$2,414.80	County Purposes	ESTIMATED	\$7,729,200.00
County Library			0.00%	\$0.00	County Library		
County Board of Health			0.00%	\$0.00	County Board of Health		
County Open Space	0.022	\$129,378.32	0.62%	\$41.05	County Open Space	ESTIMATED	\$131,400.00
Other County Levies (total)			0.00%	\$0.00	Other County Levies (total)		
<b>Total (Calendar Year 2017 Budget)</b>	<b>3.479</b>	<b>\$20,924,008.47</b>	<b>100.00%</b>	<b>\$6,829.47</b>	<b>Total ESTIMATED amount to be raised by taxes</b>		<b>\$21,859,542.00</b>
Total Taxable Valuation as of October 1, 2017 <u>\$600,272,416.00</u>					Revenue Anticipated, Excluding Tax Levy <u>1,733,985.22</u>		
(To be used to calculate the current year tax rate)					Budget Appropriations, before Reserve for Uncollected Taxes <u>3,299,038.22</u>		
Current Year Average Residential Assessment <u>\$187,541.00</u>					Total Non-Municipal Tax Levy <u>\$19,879,929.00</u>		
<b>Prior Year to Current Year Comparison</b>					Amount to be Raised by Taxes - Before RUT <u>\$21,444,982.00</u>		
<b>Comparison - Municipal Purposes Tax Rate</b>					Reserve for Uncollected Taxes (RUT) <u>\$414,454.92</u>		
Prior Year	Current Year	% Change (+/-)			Total Amount to be Raised by Taxes <u>\$21,859,436.92</u>		
0.320	0.330	3.13%			% of Tax Collections used to Calculate RUT <u>98.10%</u>		
<b>Comparison - Municipal Purposes Tax Levy</b>					If % used exceeds the actual collection % then reference the statutory exception used <u></u>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		<b>Tax Collections - ACTUAL as of Prior Year</b>		
\$1,923,631.00	\$1,979,613.00	2.91%	\$55,982.00		Total Tax Revenue, Collections CY 2017 <u>20,665,099.16</u>		
<b>Comparison - Impact on Avg. Residential Tax Payment (Municipal Purposes Only)</b>					Total Tax Levy, CY 2017 <u>20,967,202.54</u>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		% of Taxes Collected, CY 2017 <u>98.56%</u>		
\$618.48	\$618.89	0.07%	\$0.41		Delinquent Taxes - December 31, 2017 <u>\$241,167.29</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	0.00%	\$0.00	\$455,000.00	\$455,000.00	\$455,000.00							
08	Local Revenue	-10.84%	(\$28,076.23)	\$259,051.23	\$230,975.00	\$230,975.00							
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$689,929.00	\$689,929.00	\$689,929.00							
08	Uniform Construction Code Fees	-35.36%	(\$101,197.00)	\$286,197.00	\$185,000.00	\$185,000.00							
	<b>Special Revenue Items w/ Prior Written Consent</b>												
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	-89.56%	(\$155,109.86)	\$173,191.08	\$18,081.22	\$18,081.22							
08	Other Special Items	#DIV/0!	\$0.00		\$0.00								
15	Receipts from Delinquent Taxes	-29.75%	(\$65,642.30)	\$220,642.30	\$155,000.00	\$155,000.00							
	<b>Amount to be raised by taxation</b>												
07	Local Tax for Municipal Purposes	0.24%	\$4,719.32	\$1,974,893.68	\$1,979,613.00	\$1,979,613.00							
07	Minimum Library Tax	#DIV/0!	\$0.00		\$0.00								
54	Open Space Levy Tax	-4.22%	(\$2,644.48)	\$62,672.48	\$60,028.00		\$60,028.00						
07	Addition to Local District School Tax	#DIV/0!	\$0.00		\$0.00								
08	Deficit General Budget	#DIV/0!	\$0.00		\$0.00								
	<b>Total</b>	<b>-8.44%</b>	<b>(\$347,950.55)</b>	<b>\$4,121,576.77</b>	<b>\$3,773,626.22</b>	<b>\$3,713,598.22</b>	<b>\$60,028.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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	7.00	8.00	1.72%	\$14,443.00	\$838,535.00	\$852,978.00	\$792,950.00		\$60,028.00						
21		1.00	42.40%	\$15,750.00	\$37,150.00	\$52,900.00	\$52,900.00								
22		5.00	20.28%	\$23,955.00	\$118,095.00	\$142,050.00	\$142,050.00								
23			-14.96%	(\$77,044.00)	\$515,146.00	\$438,102.00	\$438,102.00								
25		3.00	31.43%	\$19,590.00	\$62,320.00	\$81,910.00	\$81,910.00								
26	6.00	2.00	-4.50%	\$30,345.00	\$674,580.00	\$704,925.00	\$704,925.00								
27			0.88%	\$340.00	\$38,760.00	\$39,100.00	\$39,100.00								
28			-11.71%	(\$2,440.00)	\$20,840.00	\$18,400.00	\$18,400.00								
29			14.29%	\$1,000.00	\$7,000.00	\$8,000.00	\$8,000.00								
30			0.00%	\$0.00	\$10,388.00	\$10,388.00	\$10,388.00								
31			0.00%	\$0.00	\$159,000.00	\$159,000.00	\$159,000.00								
32			4.00%	\$6,500.00	\$162,500.00	\$169,000.00	\$169,000.00								
35			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
36			-6.05%	(\$10,971.00)	\$181,221.00	\$170,250.00	\$170,250.00								
37			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
42			0.00%	\$0.00	\$67,000.00	\$67,000.00	\$67,000.00								
43			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
44			19.11%	\$42,525.00	\$222,475.00	\$265,000.00	\$265,000.00								
45			3.81%	\$5,886.00	\$154,524.00	\$160,410.00	\$160,410.00								
46			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
48			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
50			27.89%	\$90,411.00	\$324,149.00	\$414,560.00	\$414,560.00								
55			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
Total	13.00	19.00	4.46%	\$160,290.00	\$3,593,683.00	\$3,753,973.00	\$3,693,945.00	\$0.00	\$60,028.00	\$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>	<b>Line Item.</b> Put "X" in cell to the left that corresponds to the type of imbalance.	<b>Amount</b>	<b>Comment/Explanation</b>

**ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA**

<b>Property Tax Assessments - Taxable Properties (October 1, 2017 Value)</b>			
	<b># of Parcels</b>	<b>Assessed Value</b>	<b>% of Total</b>
1 Vacant Land	405	\$12,104,200.00	2.18%
2 Residential	2,583	\$489,917,300.00	88.06%
3A/3B Farm	885	\$48,828,100.00	8.78%
4A Commercial	86	\$5,482,700.00	0.99%
4B Industrial	0		0.00%
4C Apartments	0		0.00%
5A/5B Railroad	0		0.00%
6A/6B Business Personal Property	0		0.00%
<b>Total</b>	<b>3,959</b>	<b>\$556,332,300.00</b>	<b>100.00%</b>

Average Ratio (%), Assessed to True Value	91.49%
Equalized Valuation, Taxable Properties	\$608,079,899.44

Total # of property tax appeals filed in 2017	County Tax Board	19.00
	State Tax Court	0.00
Number of 2017 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 2017		\$26,568.62

<b>Property Tax Assessments - Exempt Properties (October 1, 2017 Value)</b>			
	<b># of Parcels</b>	<b>Assessed Value</b>	<b>% of Total</b>
15A Public Schools	7	\$21,744,100.00	33.72%
15B Other Schools	0	\$0.00	0.00%
15C Public Property	83	\$20,302,900.00	31.49%
15D Church and Charities	23	\$6,948,600.00	10.78%
15E Cemeteries & Graveyards	8	\$455,700.00	0.71%
15F Other Exempt	98	\$15,024,000.00	23.30%
<b>Total</b>	<b>219</b>	<b>\$64,475,300.00</b>	<b>100.00%</b>

Percentage of Exempt vs. Non-Exempt Properties 11.59%

<b>Prior Budget Year's Payments in Lieu of Tax (PILOT) - 5 Year Exemptions/Abatements</b>				
	<b># of Parcels</b>	<b>PILOT Billing/Revenue</b>	<b>Assessed Value</b>	<b>Taxes if Billed in Full 2017 Total Tax Rate</b>
G Commercial/Industrial Exemption	2	\$14,128.59	\$407,800.00	\$27,019.81
I Dwelling Exemption				
J Dwelling Abatement				
K New Dwelling/Conversion Exemption				
L New Dwelling/Conversion Abatement				
N Multiple Dwelling Exemption				
O Multiple Dwelling Abatement				
<b>Total 5 Yr Exemptions/Abatements</b>	<b>2</b>	<b>14,128.59</b>	<b>407,800.00</b>	<b>27,019.81</b>



**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		5.00	25,722.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$1,722.00
Supervisory Staff (Department Heads & Managers)	5.00	5.00		\$352,465.00	\$30,607.00	\$49,558.79	\$5,131.00	\$44,863.46
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	9.00	4.00	353,768.01	\$277,595.00	\$18,668.00	\$30,509.67	\$5,759.72	\$21,235.62
<b>Totals</b>	<b>14.00</b>	<b>14.00</b>	<b>379,490.01</b>	<b>\$654,060.00</b>	<b>\$49,275.00</b>	<b>\$80,068.46</b>	<b>\$10,890.72</b>	<b>\$67,821.08</b>

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**

	<b>Current Year # of Covered Members (Medical &amp; Rx)</b>	<b>Current Year Annual Cost Estimate per Employee</b>	<b>Total Current Year Cost</b>	<b>Prior Year # of Covered Members (Medical &amp; Rx)</b>	<b>Prior Year Annual Cost per Employee (Average)</b>	<b>Total Prior Year Cost</b>
<b>Active Employees - Health Benefits - Annual Cost</b>						
Single Coverage	3.00	\$10,980.00	\$32,940.00	3.00	\$10,980.00	\$32,940.00
Parent & Child	1.00	\$18,708.00	\$18,708.00	1.00	\$18,708.00	\$18,708.00
Employee & Spouse (or Partner)	2.00	\$21,948.00	\$43,896.00	2.00	\$21,948.00	\$43,896.00
Family	2.00	\$30,576.00	\$61,152.00	2.00	\$30,576.00	\$61,152.00
Employee Cost Sharing Contribution (enter as negative - )						
<b>Subtotal</b>	<b>8.00</b>		<b>\$156,696.00</b>	<b>8.00</b>		<b>\$156,696.00</b>
<b>Elected Officials - Health Benefits - Annual Cost</b>						
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 - )						
<b>Subtotal</b>	<b>0.00</b>		<b>\$0.00</b>	<b>0.00</b>		<b>\$0.00</b>
<b>Retirees - Health Benefits - Annual Cost</b>						
Single Coverage	5	\$20,388.00	\$101,940.00	5	\$20,388.00	\$101,940.00
Parent & Child	0		\$0.00	0	\$0.00	\$0.00
Employee & Spouse (or Partner)	3	\$27,336.00	\$82,008.00	3	\$27,336.00	\$82,008.00
Family	1	\$34,848.00	\$34,848.00	1	\$34,848.00	\$34,848.00
Employee Cost Sharing Contribution (enter as negative - )						
<b>Subtotal</b>	<b>9.00</b>		<b>\$218,796.00</b>	<b>9.00</b>		<b>\$218,796.00</b>
<b>GRAND TOTAL</b>	<b>17.00</b>		<b>\$375,492.00</b>	<b>17.00</b>		<b>\$375,492.00</b>

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)?**

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

NO
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**USER FRIENDLY BUDGET SECTION - OUTSTANDING DEBT; PER CAPITA AND BUDGET IMPACT**

	Gross Debt	Deductions	Net Debt		Current Year Budget	2019 Budget	2020 Budget	All Additional Future Years' Budgets
Local School Debt	\$4,926,000.00	\$4,926,000.00	\$0.00	Utility Fund - Principal				
Regional School Debt			\$0.00	Utility Fund - Interest				
Utility Fund Debt				Bond Anticipation Notes - Principal	\$149,100.00			
0			\$0.00	Bond Anticipation Notes - Interest	\$11,310.00			
0			\$0.00	Bonds - Principal				
0			\$0.00	Bonds - Interest				
0			\$0.00	Loans & Other Debt - Principal				
0			\$0.00	Loans & Other Debt - Interest				
0			\$0.00	<b>Total</b>	\$160,410.00	\$0.00	\$0.00	\$0.00
<b>Municipal Purposes</b>				<b>Total Principal</b>	\$149,100.00	\$0.00	\$0.00	\$0.00
Debt Authorized	\$87,000.00		\$87,000.00	<b>Total Interest</b>	\$11,310.00	\$0.00	\$0.00	\$0.00
Notes Outstanding	\$619,960.00		\$619,960.00	<b>% of Total Current Year Budget</b>	4.27%			
Bonds Outstanding			\$0.00	<b>Description</b>		<b>Debt Not Listed Above</b>		
Loans and Other Debt			\$0.00	Total Guarantees - Governmental				
<b>Total (Current Year)</b>	<b>\$5,632,960.00</b>	<b>\$4,926,000.00</b>	<b>\$706,960.00</b>	Total Guarantees - Other				
Population (2010 census)	9,393			Total Capital/Equipment Leases				
Per Capita Gross Debt	\$599.70			Total Other				
Per Capita Net Debt	\$75.26			<b>Bond Rating</b>	Moody's	Standard & Poors	Fitch	
3 Yr. Average Property Valuation		\$642,786,527.00		Rating				
Net Debt as % of 3 Year Avg Property Valuation		0.11%		Year of Last Rating				
				<b>Mark "X" if Municipality has no bond rating</b>		<b>X</b>		





USER FRIENDLY BUDGET SECTION - Notes

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