



State of New Jersey Local Government Services

Year: **Municipal User Friendly Budget**

MUNICIPALITY: ▼

▼

Municode:

Filename: 0405_fba_2019.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
James	A	Bilella	12/31/2019	mayorjbilella@berlinnj.org

Chief Administrative Officer

William		Behnke		wbehnke@berlinnj.org
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Chief Financial Officer

Debra		DiMattia		ddimattia@berlinnj.org
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Municipal Clerk

Lois		Sahine		clerk@berlinnj.org
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Registered Municipal Accountant

Daniel		DiGangi		ddigangi@bowmanllp.com
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
Mike		Buchanan	12/31/2019	councilmanmbuchanan@berlinnj.org
Ron		Rocco	12/31/2019	councilmanrocco@berlinnj.org
James		Pearce	12/31/2020	councilmanjpearce@berlinnj.org
Daniel		MacDonnell	12/31/2020	councilmandmacdonnell@berlinnj.org
Rick		Miller	12/31/2021	councilmanrmiller@berlinnj.org
Len		Badolato	12/31/2021	councilmanlbadolato@berlinnj.org

USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

<u>2018 Calendar Year Property Tax Levies - ALL entities levying property taxes</u>					<u>Current Year 2019 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	0.736	\$5,447,036.15	22.63%	\$0.00	Municipal Purpose Tax	ACTUAL	\$5,610,201.94
Municipal Library	0.033	\$244,064.66	1.01%	\$0.00	Municipal Library	ACTUAL	\$249,386.44
Municipal Open Space	0.015	\$110,900.00	0.46%	\$0.00	Municipal Open Space	ACTUAL	\$110,900.00
Fire Districts (avg. rate/total levies)			0.00%	\$0.00	Fire Districts (total levies)		
Other Special Districts (total levies)			0.00%	\$0.00	Other Special Districts (total levies)		
Local School District	1.069	\$7,899,416.00	32.82%	\$0.00	Local School District	ESTIMATED	\$8,060,000.00
Regional School District	0.567	\$4,191,390.00	17.41%	\$0.00	Regional School District	ESTIMATED	\$4,275,000.00
County Purposes	0.816	\$6,032,397.96	25.06%	\$0.00	County Purposes	ESTIMATED	\$6,150,000.00
County Library			0.00%	\$0.00	County Library		
County Board of Health			0.00%	\$0.00	County Board of Health		
County Open Space	0.020	\$147,010.01	0.61%	\$0.00	County Open Space	ESTIMATED	\$150,000.00
Other County Levies (total)			0.00%	\$0.00	Other County Levies (total)		
Total (Calendar Year 2018 Budget)	3.256	\$24,072,214.78	100.00%	\$0.00	Total ESTIMATED amount to be raised by taxes		\$24,605,488.38
Total Taxable Valuation as of October 1, 2018 <u>\$738,474,300.00</u> (To be used to calculate the current year tax rate)					Revenue Anticipated, Excluding Tax Levy <u>3,002,636.38</u>		
Current Year Average Residential Assessment <u>\$233,600.00</u>					Budget Appropriations, before Reserve for Uncollected Taxes <u>8,414,404.87</u>		
<u>Prior Year to Current Year Comparison</u>					Total Non-Municipal Tax Levy <u>\$18,745,900.00</u>		
<u>Comparison - Municipal Purposes Tax Rate</u>					Amount to be Raised by Taxes - Before RUT <u>\$24,157,668.49</u>		
Prior Year	Current Year	% Change (+/-)			Reserve for Uncollected Taxes (RUT) <u>\$447,819.89</u>		
0.736	0.759	3.13%			Total Amount to be Raised by Taxes <u>\$24,605,488.38</u>		
<u>Comparison - Municipal Purposes Tax Levy</u>					% of Tax Collections used to Calculate RUT <u>98.18%</u>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		If % used exceeds the actual collection % then reference the statutory exception used		
\$5,447,036.15	\$5,610,201.94	3.00%	\$163,165.79		<u>Tax Collections - ACTUAL as of Prior Year</u>		
<u>Comparison - Impact on Avg. Residential Tax Payment (Municipal Purposes Only)</u>					Total Tax Revenue, Collections CY 2018 <u>23,841,027.85</u>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		Total Tax Levy, CY 2018 <u>24,198,849.83</u>		
\$0.00	\$1,773.02	#DIV/0!	\$1,773.02		% of Taxes Collected, CY 2018 <u>98.52%</u>		
					Delinquent Taxes - December 31, 2018 <u>\$358,894.15</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	Water Utility	Sewer Utility	Utility	Utility	Utility	Utility
08	Surplus	14.13%	\$201,612.00	\$1,426,970.00	\$1,628,582.00	\$857,000.00		\$697,011.00	\$74,571.00				
08	Local Revenue	-11.86%	(\$577,239.13)	\$4,866,789.13	\$4,289,550.00	\$708,000.00	\$50.00	\$2,760,000.00	\$821,500.00				
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$696,697.00	\$696,697.00	\$696,697.00							
08	Uniform Construction Code Fees	-45.89%	(\$223,908.00)	\$487,908.00	\$264,000.00	\$264,000.00							
	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	-87.19%	(\$458,841.38)	\$526,280.76	\$67,439.38	\$67,439.38							
08	Other Special Items	-4.57%	(\$5,581.32)	\$122,081.32	\$116,500.00	\$116,500.00							
15	Receipts from Delinquent Taxes	-2.74%	(\$8,257.27)	\$301,257.27	\$293,000.00	\$293,000.00							
	Amount to be raised by taxation												
07	Local Tax for Municipal Purposes	-0.08%	(\$4,662.84)	\$5,614,864.78	\$5,610,201.94	\$5,610,201.94							
07	Minimum Library Tax	2.18%	\$5,321.78	\$244,064.66	\$249,386.44	\$249,386.44							
54	Open Space Levy Tax	-0.53%	(\$589.65)	\$111,489.65	\$110,900.00		\$110,900.00						
07	Addition to Local District School Tax	#DIV/0!	\$0.00		\$0.00								
08	Deficit General Budget	#DIV/0!	\$0.00		\$0.00								
	Total	-7.45%	(\$1,072,145.81)	\$14,398,402.57	\$13,326,256.76	\$8,862,224.76	\$110,950.00	\$3,457,011.00	\$896,071.00	\$0.00	\$0.00	\$0.00	\$0.00

USER FRIENDLY BUDGET SECTION - APPROPRIATIONS SUMMARY (ALL OPERATING FUND)

FCOA	Budgeted Positions		% 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	Utility	Utility	Utility	Utility	
	Full-Time	Part-Time														
20	7.00	11.00	-0.63%	(\$6,600.00)	\$1,055,650.00	\$1,049,050.00	\$521,093.00			\$363,821.00	\$164,136.00					
21			-22.81%	(\$4,935.00)	\$21,635.00	\$16,700.00	\$16,700.00									
22	1.00	4.00	595.56%	\$654,700.00	\$109,930.00	\$764,630.00	\$145,630.00			\$619,000.00						
23			-43.09%	(\$829,400.00)	\$1,924,900.00	\$1,095,500.00	\$866,500.00				\$229,000.00					
25	17.00	4.00	-15.71%	(\$401,488.21)	\$2,555,452.59	\$2,153,964.38	\$2,004,325.00	\$149,639.38								
26	17.00	3.00	17.54%	\$247,393.00	\$1,410,550.00	\$1,657,943.00	\$811,800.00			\$619,479.00	\$226,664.00					
27			0.00%	\$0.00	\$1.00	\$1.00	\$1.00									
28			30.28%	\$41,650.00	\$137,551.00	\$179,201.00	\$68,251.00		\$110,950.00							
29			2.08%	\$5,974.44	\$287,619.00	\$293,593.44	\$293,593.44									
30			-89.41%	(\$42,203.17)	\$47,203.17	\$5,000.00	\$5,000.00									
31			-2.44%	(\$44,900.00)	\$1,841,100.00	\$1,796,200.00	\$790,500.00			\$960,500.00	\$45,200.00					
32			#DIV/0!	\$0.00		\$0.00										
35			#DIV/0!	\$0.00		\$0.00										
36			8.88%	\$79,817.00	\$898,622.00	\$978,439.00	\$803,039.00			\$114,040.00	\$61,360.00					
37			#DIV/0!	\$0.00		\$0.00										
42			#DIV/0!	\$0.00		\$0.00										
43	1.00	4.00	9.19%	\$12,305.00	\$133,900.00	\$146,205.00	\$146,205.00									
44			-6.25%	(\$5,000.00)	\$80,000.00	\$75,000.00		\$50,000.00		\$25,000.00						
45			12.82%	\$301,130.05	\$2,348,880.00	\$2,650,010.05	\$1,725,128.05			\$755,171.00	\$169,711.00					
46			0.00%	\$0.00	\$17,000.00	\$17,000.00	\$17,000.00									
48			#DIV/0!	\$0.00		\$0.00										
50			3.54%	\$15,315.08	\$432,504.81	\$447,819.89	\$447,819.89									
55			#DIV/0!	\$0.00		\$0.00										
Total	43.00	26.00	0.18%	\$23,758.19	\$13,302,498.57	\$13,326,256.76	\$8,662,585.38	\$199,639.38	\$110,950.00	\$3,457,011.00	\$896,071.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA

Property Tax Assessments - Taxable Properties (October 1, 2018 Value)				Property Tax Assessments - Exempt Properties (October 1, 2018 Value)			
	# of Parcels	Assessed Value	% of Total		# of Parcels	Assessed Value	% of Total
1 Vacant Land	146	\$15,017,900.00	2.04%	15A Public Schools	2	\$8,949,200.00	9.93%
2 Residential	2,539	\$593,901,900.00	80.86%	15B Other Schools	0	\$0.00	0.00%
3A/3B Farm	2	\$60,900.00	0.01%	15C Public Property	86	\$18,054,300.00	20.03%
4A Commercial	161	\$106,502,800.00	14.50%	15D Church and Charities	20	\$29,872,400.00	33.14%
4B Industrial	10	\$10,346,500.00	1.41%	15E Cemeteries & Graveyards	6	\$6,054,450.00	6.72%
4C Apartments	20	\$8,676,900.00	1.18%	15F Other Exempt	34	\$27,218,400.00	30.19%
5A/5B Railroad	8		0.00%				
6A/6B Business Personal Property	1		0.00%				
Total	2,887	\$734,506,900.00	100.00%	Total	148	\$90,148,750.00	100.00%
Average Ratio (%), Assessed to True Value				98.82%			
Equalized Valuation, Taxable Properties				\$743,277,575.39			
Total # of property tax appeals filed in 2018				County Tax Board		26.00	
				State Tax Court		4.00	
Number of 2018 County Tax Board decisions appealed to Tax Court				1.00			
Number of pending property tax appeals in State Tax Court				5.00			
Amount paid out by municipality for tax appeals in 2018				\$0.00			
				Percentage of Exempt vs. Non-Exempt Properties			
				12.27%			

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				
I Dwelling Exemption				
J Dwelling Abatement	8		\$149,300.00	
K New Dwelling/Conversion Exemption				
L New Dwelling/Conversion Abatement				
N Multiple Dwelling Exemption				
O Multiple Dwelling Abatement				
Total 5 Yr Exemptions/Abatements	8	0.00	149,300.00	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		7.00	23,443.53	\$21,777.55				\$1,665.98
Supervisory Staff (Department Heads & Managers)	6.00	5.00	770,299.00	\$547,495.00		\$78,048.00	\$97,131.00	\$47,625.00
Police Officers (Including Superior Officers)	17.00	2.00	2,520,430.00	\$1,495,000.00	\$112,800.00	\$453,639.00	\$301,291.00	\$157,700.00
Fire Fighters (Including Superior Officers)			0.00					
All Other Union Employees not listed above	19.00	0.00	1,685,101.00	\$1,010,918.00	\$139,000.00	\$138,752.00	\$295,044.00	\$101,387.00
All Other Non-Union Employees not listed above	1.00	12.00	123,107.14	\$114,359.14				\$8,748.00
Totals	43.00	26.00	5,122,380.67	\$3,189,549.69	\$251,800.00	\$670,439.00	\$693,466.00	\$317,125.98

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	7.00	\$11,601.96	\$81,213.72	6.00	\$11,407.24	\$68,443.44
Parent & Child	2.00	\$20,737.56	\$41,475.12	2.00	\$20,265.90	\$40,531.80
Employee & Spouse (or Partner)	4.00	\$23,648.32	\$94,593.28	3.00	\$22,814.88	\$68,444.64
Family	22.00	\$32,369.52	\$712,129.44	26.00	\$31,753.07	\$825,579.82
Employee Cost Sharing Contribution (enter as negative -)			(\$188,197.00)			(\$219,094.55)
Subtotal	35.00		\$741,214.56	37.00		\$783,905.15
<u>Elected Officials - Health Benefits - Annual Cost</u>						
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
<u>Retirees - Health Benefits - Annual Cost</u>						
Single Coverage	9	\$5,357.83	\$48,220.47	8	\$7,541.09	\$60,328.72
Parent & Child	1	\$13,699.68	\$13,699.68	1	\$21,817.92	\$21,817.92
Employee & Spouse (or Partner)	10	\$15,582.54	\$155,825.40	9	\$26,725.28	\$240,527.52
Family	5	\$21,392.00	\$106,960.00	7	\$37,758.62	\$264,310.34
Employee Cost Sharing Contribution (enter as negative -)			(\$7,400.76)			(\$7,343.16)
Subtotal	25.00		\$317,304.79	25.00		\$579,641.34
GRAND TOTAL	60.00		\$1,058,519.35	62.00		\$1,363,546.49

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	2020	2021	All Additional Future
				Budget	Budget	Budget	Years' Budgets
Local School Debt	\$2,435,000.00	\$2,435,000.00	\$0.00				
Regional School Debt			\$0.00				
Utility Fund Debt							
Water	\$4,018,488.84	\$4,018,488.84	\$0.00				
Sewer	\$1,407,975.00	\$1,407,975.00	\$0.00				
0			\$0.00				
0			\$0.00				
0			\$0.00				
0			\$0.00				
Municipal Purposes							
Debt Authorized	\$250.00		\$250.00				
Notes Outstanding	\$0.00		\$0.00				
Bonds Outstanding	\$12,335,119.00		\$12,335,119.00				
Loans and Other Debt	\$139,060.95		\$139,060.95				
Total (Current Year)	\$20,335,893.79	\$7,861,463.84	\$12,474,429.95				
Population (2010 census)	<u>7,588</u>						
Per Capita Gross Debt	<u>\$2,680.01</u>						
Per Capita Net Debt	<u>\$1,643.97</u>						
3 Yr. Average Property Valuation		<u>\$733,876,922.33</u>					
Net Debt as % of 3 Year Avg Property Valuation		<u>1.70%</u>					
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							
Bond Rating	<u>Moody's</u>	<u>Standard & Poors</u>	<u>Fitch</u>				
Rating	A1	AA	N/A				
Year of Last Rating	2017	2013					
Mark "X" if Municipality has no bond rating							

USER FRIENDLY BUDGET SECTION - Notes

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