



State of New Jersey Local Government Services

Year: **Municipal User Friendly Budget**

MUNICIPALITY:

Municode: **Filename:** 1022_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
Jonathan		Heller	12/31/2020	jheller@readingtontwp-nj.org

Chief Administrative Officer

Vita		Mekovetz		vmek@readingtontwp-nj.org
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Chief Financial Officer

Thomas		Carro		finance_tc@readingtontwp-nj.org
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Municipal Clerk

Vita		Mekovetz		vmek@readingtontwp-nj.org
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Registered Municipal Accountant

Gary		Higgins		ghiggins@lvhcpa.com
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
Betty	Ann	Fort	12/31/2022	bafort@aol.com
Bernjamn		Smith	12/31/2021	bsmith@readintontwp-nj.org
Juergen		Heulsebusch	12/31/2021	jhulsebusch@readingtontwp-nj.org
John		Albanese	12/31/2020	jalbanese@readingtontwp-nj.org



USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

<u>2019 Calendar Year Property Tax Levies - ALL entities levying property taxes</u>					<u>Current Year 2020 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	0.572	\$14,954,264.00	19.18%	\$2,288.00	Municipal Purpose Tax	ACTUAL	\$15,772,780.00
Municipal Library			0.00%	\$0.00	Municipal Library		
Municipal Open Space	0.020	\$522,795.00	0.67%	\$80.00	Municipal Open Space		\$525,759.00
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	1.193	\$31,174,794.00	39.98%	\$4,772.00	Local School District		\$31,798,289.88
Regional School District	0.738	\$19,277,722.00	24.72%	\$2,952.00	Regional School District		\$19,663,276.44
County Purposes	0.386	\$10,092,029.00	12.94%	\$1,544.00	County Purposes		\$10,333,840.11
County Library	0.037	\$990,998.00	1.27%	\$148.00	County Library		\$1,010,817.96
County Board of Health			0.00%	\$0.00	County Board of Health		
County Open Space	0.037	\$963,826.00	1.24%	\$148.00	County Open Space		\$983,102.52
Other County Levies (total)			0.00%	\$0.00	Other County Levies (total)		
Total (Calendar Year 2019 Budget)	2.983	\$77,976,428.00	100.00%	\$11,932.00	Total ESTIMATED amount to be raised by taxes		\$80,087,865.91
Total Taxable Valuation as of October 1, 2019 <u>\$2,628,796,800.00</u> (To be used to calculate the current year tax rate)					Revenue Anticipated, Excluding Tax Levy <u>5,734,925.00</u>		
Current Year Average Residential Assessment <u>\$400,000.00</u>					Budget Appropriations, before Reserve for Uncollected Taxes <u>20,457,705.00</u>		
<u>Prior Year to Current Year Comparison</u>					Total Non-Municipal Tax Levy <u>\$64,315,085.91</u>		
<u>Comparison - Municipal Purposes Tax Rate</u>					Amount to be Raised by Taxes - Before RUT <u>\$79,037,865.91</u>		
Prior Year	Current Year	% Change (+/-)			Reserve for Uncollected Taxes (RUT) <u>\$1,050,000.00</u>		
0.572	0.600	4.90%			Total Amount to be Raised by Taxes <u>\$80,087,865.91</u>		
<u>Comparison - Municipal Purposes Tax Levy</u>					% of Tax Collections used to Calculate RUT <u>98.69%</u>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		If % used exceeds the actual collection % then reference the statutory exception used		
\$14,954,264.00	\$15,772,780.00	5.47%	\$818,516.00				
<u>Comparison - Impact on Avg. Residential Tax Payment (Municipal Purposes Only)</u>					<u>Tax Collections - ACTUAL as of Prior Year</u>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		Total Tax Revenue, Collections CY 2019 <u>77,538,821.00</u>		
\$2,288.00	\$2,400.00	4.90%	\$112.00		Total Tax Levy, CY 2019 <u>78,242,603.00</u>		
					% of Taxes Collected, CY 2019 <u>99.10%</u>		
					Delinquent Taxes - December 31, 2019 <u>\$683,881.00</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	Sewer Utility	Utility	Utility	Utility	Utility	Utility
08	Surplus	0.22%	\$4,242.00	\$1,966,000.00	\$1,970,242.00	\$1,897,850.00		\$72,392.00					
08	Local Revenue	-5.47%	(\$146,194.30)	\$2,671,194.30	\$2,525,000.00	\$790,000.00		\$1,735,000.00					
09	State Aid (without offsetting appropriation)	0.15%	\$2,150.00	\$1,425,673.00	\$1,427,823.00	\$1,427,823.00							
08	Uniform Construction Code Fees	-6.48%	(\$47,474.00)	\$732,474.00	\$685,000.00	\$685,000.00							
	<i>Special Revenue Items w/ Prior Written Consent</i>												
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	-100.00%	(\$91,444.13)	\$91,444.13	\$0.00	\$0.00							
08	Other Special Items	-31.97%	(\$126,546.32)	\$395,798.32	\$269,252.00	\$269,252.00							
15	Receipts from Delinquent Taxes	17.52%	\$99,126.50	\$565,873.50	\$665,000.00	\$665,000.00							
	<i>Amount to be raised by taxation</i>												
07	Local Tax for Municipal Purposes	0.94%	\$147,014.44	\$15,625,765.56	\$15,772,780.00	\$15,772,780.00							
07	Minimum Library Tax	#DIV/0!	\$0.00		\$0.00								
54	Open Space Levy Tax	0.24%	\$1,260.17	\$524,498.83	\$525,759.00		\$525,759.00						
07	Addition to Local District School Tax	#DIV/0!	\$0.00		\$0.00								
08	Deficit General Budget	#DIV/0!	\$0.00		\$0.00								
	Total	-0.66%	(\$157,865.64)	\$23,998,721.64	\$23,840,856.00	\$21,507,705.00	\$525,759.00	\$1,807,392.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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

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	Sewer Utility	Utility	Utility	Utility	Utility	Utility	
	Full-Time	Part-Time														
20	General Government	14.00	7.00	-19.10%	(\$465,759.00)	\$2,439,054.00	\$1,973,295.00	\$1,973,295.00								
21	Land-Use Administration	1.00	1.00	2.15%	\$3,157.00	\$146,573.00	\$149,730.00	\$149,730.00								
22	Uniform Construction Code	3.00	4.00	17.89%	\$62,728.00	\$350,672.00	\$413,400.00	\$413,400.00								
23	Insurance			6.25%	\$167,952.00	\$2,688,663.00	\$2,856,615.00	\$2,856,615.00								
25	Public Safety	25.00	5.00	2.48%	\$96,301.47	\$3,878,898.53	\$3,975,200.00	\$3,975,200.00								
26	Public Works	18.00		0.79%	\$38,838.40	\$4,889,593.60	\$4,928,432.00	\$3,246,040.00		\$1,682,392.00						
27	Health and Human Services	1.00	1.00	-1.12%	(\$3,197.00)	\$286,552.00	\$283,355.00	\$283,355.00								
28	Parks and Recreation	6.00	1.00	21.23%	\$44,245.00	\$208,414.00	\$252,659.00	\$201,900.00	\$50,759.00							
29	Education (including Library)	1.00	4.00	2.94%	\$4,148.00	\$141,152.00	\$145,300.00	\$145,300.00								
30	Unclassified			5.88%	\$500.00	\$8,500.00	\$9,000.00	\$9,000.00								
31	Utilities and Bulk Purchases			0.14%	\$653.00	\$483,000.00	\$483,653.00	\$483,653.00								
32	Landfill / Solid Waste Disposal			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
35	Contingency			0.00%	\$0.00	\$3,000.00	\$3,000.00	\$3,000.00								
36	Statutory Expenditures			-1.40%	(\$23,789.00)	\$1,693,647.00	\$1,669,858.00	\$1,669,858.00								
37	Judgements			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
42	Shared Services			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
43	Court and Public Defender	1.00	2.00	3.31%	\$5,100.00	\$154,000.00	\$159,100.00	\$159,100.00								
44	Capital			83.89%	\$302,000.00	\$360,000.00	\$662,000.00	\$662,000.00								
45	Debt			5.92%	\$257,061.00	\$4,344,198.00	\$4,601,259.00	\$4,126,259.00	\$475,000.00							
46	Deferred Charges			#DIV/0!	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00								
48	Debt - Type 1 School District			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
50	Reserve for Uncollected Taxes			-8.70%	(\$100,000.00)	\$1,150,000.00	\$1,050,000.00	\$1,050,000.00								
55	Surplus General Budget			0.00%	\$0.00	\$125,000.00	\$125,000.00	\$125,000.00		\$125,000.00						
	Total	70.00	25.00	2.10%	\$489,938.87	\$23,350,917.13	\$23,840,856.00	\$21,507,705.00	\$0.00	\$525,759.00	\$1,807,392.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**USER FRIENDLY BUDGET SECTION
STRUCTURAL BUDGET IMBALANCES**

Revenues at Risk	Non-recurring appropriation reductions	Future Year Appropriation Increases	Structural Imbalance Offsets	Line Item. Put "X" in cell to the left that corresponds to the type of imbalance.	Amount	Comment/Explanation
X				General Capital Fund Balance	\$225,000.00	Potential Non-Recurring Revenue
X				Sewer Utility Surplus	\$125,000.00	Potential Non-Recurring Revenue

ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA

Property Tax Assessments - Taxable Properties (October 1, 2019 Value)				Property Tax Assessments - Exempt Properties (October 1, 2019 Value)				
	# of Parcels	Assessed Value	% of Total		# of Parcels	Assessed Value	% of Total	
1 Vacant Land	223	\$18,043,200.00	0.69%	15A Public Schools	8	\$22,054,805.00	19.00%	
2 Residential	5,851	\$2,110,606,200.00	80.29%	15B Other Schools			0.00%	
3A/3B Farm	704	\$124,746,100.00	4.75%	15C Public Property	165	\$56,713,835.00	48.86%	
4A Commercial	245	\$317,972,400.00	12.10%	15D Church and Charities	26	\$14,610,625.00	12.59%	
4B Industrial	44	\$53,912,800.00	2.05%	15E Cemeteries & Graveyards	13	\$1,588,200.00	1.37%	
4C Apartments	4	\$3,512,200.00	0.13%	15F Other Exempt	53	\$21,105,900.00	18.18%	
5A/5B Railroad			0.00%					
6A/6B Business Personal Property			0.00%					
Total	7,071	\$2,628,792,900.00	100.00%	Total	265	\$116,073,365.00	100.00%	
Average Ratio (%), Assessed to True Value				80.68%	Percentage of Exempt vs. Non-Exempt Properties			4.42%
Equalized Valuation, Taxable Properties				\$3,258,295,612.30				
Total # of property tax appeals filed in 2019		County Tax Board	12.00					
		State Tax Court	4.00					
Number of 2019 County Tax Board decisions appealed to Tax Court			2.00					
Number of pending property tax appeals in State Tax Court			6.00					
Amount paid out by municipality for tax appeals in 2019								

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 2019 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
Long Term Tax Exemptions**

<u>Prior Budget Year's Payments in Lieu of Tax (PILOT) - Long Term Tax Exemptions</u>					<u>Prior Budget Year's Payments in Lieu of Tax (PILOT) - Long Term Tax Exemptions</u>					<u>Prior Budget Year's Payments in Lieu of Tax (PILOT) - Long Term Tax Exemptions</u>					<u>Prior Budget Year's Payments in Lieu of Tax (PILOT) - Long Term Tax Exemptions</u>					
Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2019 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2019 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2019 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2019 Total Tax Rate	
Total Long Term Exemptions - Column Total		0.00	0.00	0.00	Total Long Term Exemptions - Column Total		\$0.00	\$0.00	\$0.00	Total Long Term Exemptions - Column Total		\$0.00	\$0.00	\$0.00	Total Long Term Exemptions - Column Total		\$0.00	\$0.00	\$0.00	
Mark "X" if Grand Total																				

**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	42,036.00	\$34,455.00				\$7,581.00
Supervisory Staff (Department Heads & Managers)	13.00	2.00	2,149,411.00	\$1,504,663.00		\$160,247.00	\$451,398.00	\$33,103.00
Police Officers (Including Superior Officers)	22.00	4.00	4,764,976.00	\$2,990,700.00	\$85,700.00	\$725,571.00	\$897,210.00	\$65,795.00
Fire Fighters (Including Superior Officers)			0.00					
All Other Union Employees not listed above	23.00		2,345,113.00	\$1,614,641.00	\$41,021.00	\$169,537.00	\$484,392.00	\$35,522.00
All Other Non-Union Employees not listed above	9.00	20.00	937,181.00	\$539,461.00	\$2,249.00	\$77,484.00	\$306,119.00	\$11,868.00
Totals	67.00	31.00	10,238,717.00	\$6,683,920.00	\$128,970.00	\$1,132,839.00	\$2,139,119.00	\$153,869.00

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	14.00	\$12,778.00	\$178,892.00	15.00	\$12,413.00	\$186,195.00
Parent & Child	9.00	\$21,419.00	\$192,771.00	9.00	\$21,354.00	\$192,186.00
Employee & Spouse (or Partner)	15.00	\$24,007.00	\$360,105.00	14.00	\$23,910.00	\$334,740.00
Family	25.00	\$35,422.00	\$885,550.00	26.00	\$34,819.00	\$905,294.00
Employee Cost Sharing Contribution (enter as negative -)			(\$375,000.00)			(\$350,000.00)
Subtotal	63.00		\$1,242,318.00	64.00		\$1,268,415.00
<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	18	\$7,114.00	\$128,052.00	16	\$6,812.00	\$108,992.00
Parent & Child	2	\$21,803.00	\$43,606.00	2	\$21,681.00	\$43,362.00
Employee & Spouse (or Partner)	19	\$23,419.00	\$444,961.00	18	\$23,209.00	\$417,762.00
Family	7	\$40,026.00	\$280,182.00	7	\$40,638.00	\$284,466.00
Employee Cost Sharing Contribution (enter as negative -)						
Subtotal	46.00		\$896,801.00	43.00		\$854,582.00
GRAND TOTAL	109.00		\$2,139,119.00	107.00		\$2,122,997.00

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
YES

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

USER FRIENDLY BUDGET SECTION - OUTSTANDING DEBT; PER CAPITA AND BUDGET IMPACT

			Current Year	2021	2022	All Additional Future
Gross Debt	Deductions	Net Debt	Budget	Budget	Budget	Years' Budgets
Local School Debt	\$12,925,000.00	\$12,925,000.00	\$0.00			
Regional School Debt	\$1,406,215.43	\$1,406,215.43	\$0.00			
Utility Fund Debt						
Sewer			\$0.00			
0			\$0.00			
0			\$0.00			
0			\$0.00			
0			\$0.00			
0			\$0.00			
Municipal Purposes						
Debt Authorized	\$4,915,211.06	\$4,915,211.06				
Notes Outstanding	\$16,000,000.00	\$989,076.63	\$15,010,923.37			
Bonds Outstanding	\$39,791,000.00		\$39,791,000.00			
Loans and Other Debt	\$517,349.50		\$517,349.50			
Total (Current Year)	\$75,554,775.99	\$15,320,292.06	\$60,234,483.93			
Population (2010 census)	<u>16,126</u>					
Per Capita Gross Debt	<u>\$4,685.28</u>					
Per Capita Net Debt	<u>\$3,735.24</u>					
3 Yr. Average Property Valuation		<u>\$3,215,023,302.00</u>				
Net Debt as % of 3 Year Avg Property Valuation		<u>1.87%</u>				
Utility Fund - Principal						
Utility Fund - Interest						
Bond Anticipation Notes - Principal						
Bond Anticipation Notes - Interest			\$543,900.00			
Bonds - Principal			\$2,395,000.00	\$2,465,000.00	\$2,550,000.00	\$32,381,000.00
Bonds - Interest			\$1,430,259.00	\$1,345,856.00	\$1,255,731.00	\$8,281,290.00
Loans & Other Debt - Principal			\$219,647.00	\$161,770.50	\$45,932.00	\$90,000.00
Loans & Other Debt - Interest			\$12,453.00	\$5,610.00	\$2,050.00	\$1,750.00
Total			\$4,601,259.00	\$3,978,236.50	\$3,853,713.00	\$40,754,040.00
Total Principal			\$2,614,647.00	\$2,626,770.50	\$2,595,932.00	\$32,471,000.00
Total Interest			\$1,986,612.00	\$1,351,466.00	\$1,257,781.00	\$8,283,040.00
% of Total Current Year Budget			19.30%			
Description	Debt Not Listed Above					
Total Guarantees - Governmental						
Total Guarantees - Other						
Total Capital/Equipment Leases						
Total Other						
Bond Rating	Moody's	Standard & Poors	Fitch			
Rating		AA Stable				
Year of Last Rating		2017				
Mark "X" if Municipality has no bond rating						

USER FRIENDLY BUDGET SECTION - SHARED SERVICES PROVIDED AND RECEIVED

Providing or Receiving Services?	Providing Services To/Receiving Services From	Type of Shared Service Provided	Notes (Enter more specifics if needed)	Begin Date	End Date	Amount to be Received/Paid
Providing	Readington Twp. Bd. Of Ed.	Gasoline Purchases			OPEN	Variable on Use
Providing	Lebanon Borough	Sewer System	Emergency Repairs	1/1/2020	12/31/2020	Time/Materials
Providing	Fire Companies/Rescue Squad	Gasoline Purchases			OPEN	Variable on Use
Providing	Readington Twp. Bd. Of Ed.	Security - Special Officer			OPEN	Variable on Use
Providing	Twp of Branchburg	Shared Fire Truck	50% Share		OPEN	\$700,000.00

USER FRIENDLY BUDGET SECTION - Notes

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