



# State of New Jersey Local Government Services

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

**MUNICIPALITY:**

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

**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
JEREMY	I.	LIEDTKA	12/31/2017	JLIEDTKA@CHESTERFIELDTWP.COM

**Chief Administrative Officer**

CARYN	M.	HOYER		CARYN@CHESTERFIELDTWP.COM
-------	----	-------	--	---------------------------

**Chief Financial Officer**

WENDY	A.	WULSTEIN		WENDY@CHESTERFIELDTWP.COM
-------	----	----------	--	---------------------------

**Municipal Clerk**

CARYN	M.	HOYER		CARYN@CHESTERFIELDTWP.COM
-------	----	-------	--	---------------------------

**Registered Municipal Accountant**

JOHN	J.	MALEY		JMALEY@HFACPAS.COM
------	----	-------	--	--------------------

**Governing Body Members**

First Name	Middle Name	Last Name	Term Expires	Business Email
JEREMY	I.	LIEDTKA	12/31/2017	JLIEDTKA@CHESTERFIELDTWP.COM
RICHARD	T.	LOCASCIO	12/31/2017	RLOCASCIO@CHESTERFIELDTWP.COM
SAMUEL		DAVIS	12/31/2018	SDAVIS@CHESTERFIELDTWP.COM
ANDREA		KATZ	12/31/2019	AKATZ@CHESTERFIELDTWP.COM
RITA		ROMEU	12/31/2019	RROMEU@CHESTERFIELDTWP.COM

**USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN**

**2016 Calendar Year Property Tax Levies - ALL entities levying property taxes**

	Calendar Year <u>Tax Rate</u>	Calendar Year <u>Tax Levy</u>	% of <u>Total Levy</u>	Avg Residential <u>Taxpayer Impact</u>
Municipal Purpose Tax	0.263	\$1,969,125.06	9.40%	\$1,028.50
Municipal Library	0.000	\$0.00	0.00%	\$0.00
Municipal Open Space	0.000	\$0.00	0.00%	\$0.00
Fire Districts (avg. rate/total levies)	0.096	\$744,063.00	3.55%	\$375.42
Other Special Districts (total levies)	0.000	\$0.00	0.00%	\$0.00
Local School District	1.429	\$10,682,317.00	50.99%	\$5,588.29
Regional School District	0.605	\$4,524,021.00	21.60%	\$2,365.93
County Purposes	0.335	\$2,498,929.72	11.93%	\$1,310.06
County Library	0.032	\$232,451.04	1.11%	\$125.14
County Board of Health	0.000	\$0.00	0.00%	\$0.00
County Open Space	0.040	\$297,516.24	1.42%	\$156.43
Other County Levies (total)	0.000	\$0.00	0.00%	\$0.00
<b>Total (Calendar Year 2016 Budget)</b>	<b>2.800</b>	<b>\$20,948,423.06</b>	<b>100.00%</b>	<b>\$10,949.76</b>

Total Taxable Valuation as of	October 1, 2016	<u>\$768,317,218.00</u>
(To be used to calculate the current year tax rate)		
Current Year Average Residential Assessment		<u>\$391,063.00</u>

**Prior Year to Current Year Comparison**

**Comparison - Municipal Purposes Tax Rate**

Prior Year	Current Year	% Change (+/-)
0.263	0.309	17.49%

**Comparison - Municipal Purposes Tax Levy**

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$1,969,125.06	\$2,376,503.00	20.69%	\$407,377.94

**Comparison - Impact on Avg. Residential Tax Payment (Municipal Purposes Only)**

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$1,028.50	\$1,208.38	17.49%	\$179.89

**Current Year 2017 Budget**

<u>Taxes</u>	<u>Actual/Estimated</u>	<u>Tax Levy</u>
Municipal Purpose Tax	ESTIMATED	\$2,376,503.00
Municipal Library	ACTUAL	\$0.00
Municipal Open Space	ACTUAL	\$0.00
Fire Districts (total levies)	ESTIMATED	\$758,944.26
Other Special Districts (total levies)	ACTUAL	\$0.00
Local School District	ESTIMATED	\$11,175,000.00
Regional School District	ESTIMATED	\$4,650,000.00
County Purposes	ESTIMATED	\$2,578,600.00
County Library	ESTIMATED	\$239,650.00
County Board of Health	ESTIMATED	\$0.00
County Open Space	ESTIMATED	\$306,750.00
Other County Levies (total)	ACTUAL	\$0.00
<b>Total ESTIMATED amount to be raised by taxes</b>		<b>\$22,085,447.26</b>

Revenue Anticipated, Excluding Tax Levy	2,580,426.00
Budget Appropriations, before Reserve for Uncollected Taxes	4,456,929.00
Total Non-Municipal Tax Levy	\$19,708,944.26
Amount to be Raised by Taxes - Before RUT	\$21,585,447.26
Reserve for Uncollected Taxes (RUT)	\$500,000.00
<b>Total Amount to be Raised by Taxes</b>	<b>\$22,085,447.26</b>

% of Tax Collections used to Calculate RUT 97.74%

If % used exceeds the actual collection % then reference the statutory exception used

**Tax Collections - ACTUAL as of Prior Year**

Total Tax Revenue, Collections CY 2016	21,109,684.60
Total Tax Levy, CY 2016	21,419,997.16
<b>% of Taxes Collected, CY 2016</b>	<b>98.55%</b>

Delinquent Taxes - December 31, 2016 \$254,648.73

**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	23.56%	\$305,600.00	\$1,297,000.00	\$1,602,600.00	\$1,300,000.00		\$302,600.00					
08	Local Revenue	115.56%	\$388,768.45	\$336,431.69	\$725,200.14	\$285,200.14		\$440,000.00					
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$512,715.00	\$512,715.00	\$512,715.00							
08	Uniform Construction Code Fees	-0.15%	(\$266.00)	\$175,266.00	\$175,000.00	\$175,000.00							
<b><i>Special Revenue Items w/ Prior Written Consent</i></b>													
11	Shared Services Agreements	#DIV/0!	\$0.00		\$0.00	\$0.00							
08	Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00		\$0.00	\$0.00							
10	Public and Private Revenue	-98.97%	(\$160,306.28)	\$161,977.14	\$1,670.86	\$1,670.86							
08	Other Special Items	-64.22%	(\$100,240.00)	\$156,080.00	\$55,840.00	\$55,840.00							
15	Receipts from Delinquent Taxes	-19.26%	(\$59,651.21)	\$309,651.21	\$250,000.00	\$250,000.00							
<b><i>Amount to be raised by taxation</i></b>													
07	Local Tax for Municipal Purposes	-7.13%	(\$182,463.21)	\$2,558,966.21	\$2,376,503.00	\$2,376,503.00							
07	Minimum Library Tax	#DIV/0!	\$0.00	\$0.00	\$0.00								
54	Open Space Levy Tax	#DIV/0!	\$0.00	\$0.00	\$0.00								
07	Addition to Local District School Tax	#DIV/0!	\$0.00	\$0.00	\$0.00								
08	Deficit General Budget	#DIV/0!	\$0.00	\$0.00	\$0.00								
	<b>Total</b>	<b>3.48%</b>	<b>\$191,441.75</b>	<b>\$5,508,087.25</b>	<b>\$5,699,529.00</b>	<b>\$4,956,929.00</b>	<b>\$0.00</b>	<b>\$742,600.00</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	Sewer Utility	Utility	Utility	Utility	Utility	Utility
20	4.00	13.00	30.61%	\$240,660.00	\$786,100.00	\$1,026,760.00	\$723,160.00	\$5,000.00		\$298,600.00					
21	0.00	0.00	30.58%	\$10,200.00	\$33,350.00	\$43,550.00	\$43,550.00								
22	2.00	2.00	12.42%	\$19,500.00	\$157,000.00	\$176,500.00	\$176,500.00								
23	0.00	0.00	-1.14%	(\$5,500.00)	\$481,500.00	\$476,000.00	\$476,000.00								
25	10.00	3.00	1.91%	\$20,897.34	\$1,093,036.52	\$1,113,933.86	\$1,112,263.00	\$1,670.86							
26	4.00	2.00	-6.44%	(\$25,799.62)	\$400,849.62	\$375,050.00	\$375,050.00								
27	0.00	0.00	40.48%	\$5,060.00	\$12,500.00	\$17,560.00	\$17,560.00								
28	0.00	0.00	-37.26%	(\$67,104.00)	\$180,104.00	\$113,000.00	\$113,000.00								
29	0.00	0.00	38.89%	\$7,000.00	\$18,000.00	\$25,000.00	\$25,000.00								
30	0.00	0.00	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
31	0.00	0.00	4.28%	\$10,150.00	\$237,300.00	\$247,450.00	\$232,450.00			\$15,000.00					
32	0.00	0.00	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
35	0.00	0.00	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
36	0.00	0.00	16.82%	\$54,435.91	\$323,719.06	\$378,154.97	\$374,154.97			\$4,000.00					
37	0.00	0.00	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
42	0.00	0.00	13.56%	\$19,462.00	\$143,538.00	\$163,000.00	\$163,000.00								
43	0.00	0.00	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
44	0.00	0.00	-62.50%	(\$125,000.00)	\$200,000.00	\$75,000.00	\$25,000.00			\$50,000.00					
45	0.00	0.00	349.30%	\$751,000.00	\$215,000.00	\$966,000.00	\$591,000.00			\$375,000.00					
46	0.00	0.00	185.57%	\$1,670.17	\$900.00	\$2,570.17	\$2,570.17								
48	0.00	0.00	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
50	0.00	0.00	0.00%	\$0.00	\$500,000.00	\$500,000.00	\$500,000.00								
55	0.00	0.00	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
Total	20.00	20.00	19.16%	\$916,631.80	\$4,782,897.20	\$5,699,529.00	\$4,950,258.14	\$6,670.86	\$0.00	\$742,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00



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

<b>Property Tax Assessments - Taxable Properties (October 1, 2016 Value)</b>				<b>Property Tax Assessments - Exempt Properties (October 1, 2016 Value)</b>			
	# of Parcels	Assessed Value	% of Total		# of Parcels	Assessed Value	% of Total
1 Vacant Land	222	\$12,386,200.00	1.63%	15A Public Schools	1	\$16,495,000.00	7.06%
2 Residential	1,725	\$667,087,100.00	87.54%	15B Other Schools	1	\$1,402,900.00	0.60%
3A/3B Farm	361	\$60,511,457.00	7.94%	15C Public Property	56	\$204,948,900.00	87.77%
4A Commercial	39	\$20,289,000.00	2.66%	15D Church and Charities	13	\$7,541,900.00	3.23%
4B Industrial	1	\$289,700.00	0.04%	15E Cemeteries & Graveyards	2	\$489,200.00	0.21%
4C Apartments	1	\$311,900.00	0.04%	15F Other Exempt	6	\$2,622,700.00	1.12%
5A/5B Railroad	0	\$0.00	0.00%				
6A/6B Business Personal Property	2	\$1,196,918.00	0.16%				
<b>Total</b>	<b>2,351</b>	<b>\$762,072,275.00</b>	<b>100.00%</b>	<b>Total</b>	<b>79</b>	<b>\$233,500,600.00</b>	<b>100.00%</b>

  

Average Ratio (%), Assessed to True Value	98.41%
Equalized Valuation, Taxable Properties	\$774,384,996.44

  

Total # of property tax appeals filed in 2016	County Tax Board	20.00
	State Tax Court	0.00
Number of 2016 County Tax Board decisions appealed to Tax Court		20.00
Number of pending property tax appeals in State Tax Court		0.00

  

Amount paid out by municipality for tax appeals in 2016	\$1,082,000.00
---	----------------

  

Percentage of Exempt vs. Non-Exempt Properties	30.64%
--	--------

<b>Prior Budget Year's Payments in Lieu of Tax (PILOT) - 5 Year Exemptions/Abatements</b>				
	# of Parcels	PILOT Billing/Revenue	Assessed Value	Taxes if Billed in Full 2016 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				
<b>Total 5 Yr Exemptions/Abatements</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</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	0.00	35,473.75	\$32,500.00				\$2,973.75
Supervisory Staff (Department Heads & Managers)	6.00	0.00	684,934.93	\$519,680.00		\$37,416.96	\$70,753.10	\$57,084.87
Police Officers (Including Superior Officers)	10.00	3.00	997,765.26	\$633,745.00	\$83,900.00	\$58,574.50	\$123,587.22	\$97,958.54
Fire Fighters (Including Superior Officers)	0.00	0.00	0.00					
All Other Union Employees not listed above	0.00	0.00	0.00					
All Other Non-Union Employees not listed above	5.00	12.00	467,084.32	\$278,340.00	\$41,000.00	\$15,612.48	\$98,018.18	\$34,113.66
<b>Totals</b>	<b>26.00</b>	<b>15.00</b>	<b>2,185,258.26</b>	<b>\$1,464,265.00</b>	<b>\$124,900.00</b>	<b>\$111,603.94</b>	<b>\$292,358.50</b>	<b>\$192,130.82</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	\$10,686.84	\$32,060.52	5.00	\$10,697.52	\$53,487.60
Parent & Child	4.00	\$19,129.32	\$76,517.28	3.00	\$19,148.52	\$57,445.56
Employee & Spouse (or Partner)	2.00	\$21,373.80	\$42,747.60	1.00	\$21,395.04	\$21,395.04
Family	8.00	\$29,816.16	\$238,529.28	5.00	\$29,846.04	\$149,230.20
Employee Cost Sharing Contribution (enter as negative - )			(\$72,000.00)			(\$69,300.00)
<b>Subtotal</b>	<b>17.00</b>		<b>\$317,854.68</b>	<b>14.00</b>		<b>\$212,258.40</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			\$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>GRAND TOTAL</b>	<b>17.00</b>		<b>\$317,854.68</b>	<b>14.00</b>		<b>\$212,258.40</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)?**

<b>YES</b>
------------

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

<b>NO</b>
-----------

**USER FRIENDLY BUDGET SECTION  
ACCUMULATED ABSENCE LIABILITY**

Legal basis for benefit  
(check applicable items)

Organization/Individuals Eligible for Benefit	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Approved Labor Agreement	Local Ordinance	Individual Employment Agreement
MUNICIPAL CLERK / TAX COLLECTOR	55.89	\$2,500.00		X	
CHIEF FINANCIAL OFFICER / TREASURER	22.04	\$2,500.00		X	
CHIEF OF POLICE	110.75	\$2,500.00			X
DIRECTOR OF PUBLIC WORKS	108.03	\$2,500.00		X	
CONSTRUCTION OFFICIAL	53.86	\$2,500.00		X	
TAX ASSESSOR	65.75	\$2,500.00		X	
MANAGERIAL	0.00	\$0.00			
SUPERVISORY	143.25	\$5,000.00	X		
POLICE	179.53	\$11,424.79	X		
OTHER NON-UNION	149.67	\$9,713.86		X	
<b>Totals</b>	888.77	\$41,138.65			
<b>Total Funds Reserved as of end of 2016</b>		\$0.00			
<b>Total Funds Appropriated in 2017</b>		\$0.00			

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

	Gross Debt		Net Debt	Current Year Budget	2018 Budget	2019 Budget	All Additional Future Years' Budgets
		Deductions					
Local School Debt	\$36,245,000.00	\$18,368,635.69	\$17,876,364.31	\$325,000.00	\$335,334.00	\$345,760.00	\$870,354.00
Regional School Debt	\$4,026,106.61	\$4,026,106.61	\$0.00	\$50,000.00	\$43,938.00	\$34,700.00	\$45,738.00
Utility Fund Debt							
Sewer	\$1,934,322.66	\$1,934,322.66	\$0.00				
0			\$0.00				
0			\$0.00				
0			\$0.00				
0			\$0.00				
0			\$0.00				
Municipal Purposes							
Debt Authorized	\$1,319,720.87		\$1,319,720.87				
Notes Outstanding			\$0.00				
Bonds Outstanding	\$8,415,000.00	\$610,340.00	\$7,804,660.00				
Loans and Other Debt			\$0.00				
<b>Total (Current Year)</b>	<b>\$51,940,150.14</b>	<b>\$24,939,404.96</b>	<b>\$27,000,745.18</b>	<b>\$966,000.00</b>	<b>\$908,134.00</b>	<b>\$914,890.75</b>	<b>\$11,522,180.50</b>
Population (2010 census)	<u>7,699</u>						
Per Capita Gross Debt	<u>\$6,746.35</u>						
Per Capita Net Debt	<u>\$3,507.05</u>						
3 Yr. Average Property Valuation		<u>\$734,745,427.67</u>					
Net Debt as % of 3 Year Avg Property Valuation		<u>3.67%</u>					
Utility Fund - Principal				\$325,000.00	\$335,334.00	\$345,760.00	\$870,354.00
Utility Fund - Interest				\$50,000.00	\$43,938.00	\$34,700.00	\$45,738.00
Bond Anticipation Notes - Principal							
Bond Anticipation Notes - Interest							
Bonds - Principal				\$245,000.00	\$270,000.00	\$285,000.00	\$7,615,000.00
Bonds - Interest				\$346,000.00	\$258,862.00	\$249,430.75	\$2,991,088.50
Loans & Other Debt - Principal							
Loans & Other Debt - Interest							
<b>Total</b>				<b>\$966,000.00</b>	<b>\$908,134.00</b>	<b>\$914,890.75</b>	<b>\$11,522,180.50</b>
Total Principal				\$570,000.00	\$605,334.00	\$630,760.00	\$8,485,354.00
Total Interest				\$396,000.00	\$302,800.00	\$284,130.75	\$3,036,826.50
% of Total Current Year Budget				16.95%			
Description	Debt Not Listed Above						
Total Guarantees - Governmental							
Total Guarantees - Other							
Total Capital/Equipment Leases							
Total Other							
<b>Bond Rating</b>	<u>Moody's</u>	<u>Standard &amp; Poors</u>	<u>Fitch</u>				
Rating		AA-					
Year of Last Rating		2016					
<b>Mark "X" if Municipality has no bond rating</b>							

**USER FRIENDLY BUDGET SECTION - SHARED SERVICES PROVIDED AND RECEIVED**

<b>Providing or Receiving Services?</b>	<b>Providing Services To/Receiving Services From</b>	<b>Type of Shared Service Provided</b>	<b>Notes (Enter more specifics if needed)</b>	<b>Begin Date</b>	<b>End Date</b>	<b>Amount to be Received/Paid</b>
<b>Receiving</b>	North Hanover Township	Municipal Court		4/11/2008	Ongoing	\$163,000.00
<b>Receiving</b>	Bordentown Township	Animal Control Services	Services provided by Hour as Needed	1/1/2014	Ongoing	As Needed
<b>Providing</b>	Chesterfield School	Snow & Landscaping	DPW provides the services	Ongoing	Ongoing	\$0.00



**USER FRIENDLY BUDGET SECTION - Notes**

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