



State of New Jersey Local Government Services

Year: **Municipal User Friendly Budget**

MUNICIPALITY:

Municode: **Filename:** 0327_fba_2023.xlsm

Website:

Phone Number:

Mailing Address:

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

Mayor

First Name	Middle Name	Last Name	Term Expires	Business Email
Gina	Ragamo	Tait	12/31/2023	gtait@boroughofpalmyra.com

Chief Administrative Officer

John		Gural		kgural@boroughofpalmyra.com
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Chief Financial Officer

Donna		Condo		dcondo@boroughofpalmyra.com
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Municipal Clerk

Doretha		Jackson		djackson@boroughofpalmyra.com
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Registered Municipal Accountant

Robert		Nehila, Jr.		rnehila@bowmanllp.cpa
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
Timothy		Howard	12/31/2024	thoward@boroughofpalmyra.com
Dr. Laura		Craig-Cloud	12/31/2023	lcloud@boroughofpalmyra.com
Michelle		McCann	12/31/2024	mmccann@boroughofpalmyra.com
John		Liebe	12/31/2025	jliebe@boroughofpalmyra.com
Natashia		Latimore	12/31/2025	nlatimore@boroughofpalmyra.com
Jessica		O'Connor	12/31/2023	joconnor@boroughofpalmyra.com

USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

<u>2022 Calendar Year Property Tax Levies - ALL entities levying property taxes</u>					<u>Current Year 2023 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	1.352	\$6,479,208.01	32.72%	\$2,009.83	Municipal Purpose Tax	ACTUAL	\$6,644,444.18
Municipal Library			0.00%	\$0.00	Municipal Library		
Municipal Open Space			0.00%	\$0.00	Municipal Open Space		
Municipal Arts and Culture			0.00%	\$0.00	Municipal Arts and Culture		
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	2.339	\$11,208,189.00	56.60%	\$3,477.06	Local School District	ESTIMATED	\$11,460,000.00
Regional School District			0.00%	\$0.00	Regional School District		
County Purposes	0.380	\$1,813,307.19	9.16%	\$564.89	County Purposes	ESTIMATED	\$2,365,000.00
County Library	0.034	\$161,271.98	0.81%	\$50.54	County Library		
County Board of Health			0.00%	\$0.00	County Board of Health		
County Open Space	0.029	\$140,608.47	0.71%	\$43.11	County Open Space		
Other County Levies (total)			0.00%	\$0.00	Other County Levies (total)		
Total (Calendar Year 2022 Budget)	4.134	\$19,802,584.65	100.00%	\$6,145.44	Total ESTIMATED amount to be raised by taxes		\$20,469,444.18
Total Taxable Valuation as of October 1, 2022 <u>\$479,755,821.00</u> (To be used to calculate the current year tax rate)					Revenue Anticipated, Excluding Tax Levy <u>3,578,884.76</u>		
Current Year Average Residential Assessment <u>\$148,656.00</u>					Budget Appropriations, before Reserve for Uncollected Taxes <u>9,558,072.00</u>		
<u>Prior Year to Current Year Comparison</u>					Total Non-Municipal Tax Levy <u>\$13,825,000.00</u>		
<u>Comparison - Municipal Purposes Tax Rate</u>					Amount to be Raised by Taxes - Before RUT <u>\$19,804,187.24</u>		
Prior Year	Current Year	% Change (+/-)			Reserve for Uncollected Taxes (RUT) <u>\$665,256.94</u>		
1.352	1.385	2.44%			Total Amount to be Raised by Taxes <u>\$20,469,444.18</u>		
<u>Comparison - Municipal Purposes Tax Levy</u>					% of Tax Collections used to Calculate RUT <u>96.75%</u>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		If % used exceeds the actual collection % then reference the statutory exception used		
\$6,479,208.01	\$6,644,444.18	2.55%	\$165,236.17				
<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 2022 <u>19,402,907.25</u>		
\$2,009.83	\$2,058.83	2.44%	\$49.00		Total Tax Levy, CY 2022 <u>19,838,434.95</u>		
					% of Taxes Collected, CY 2022 <u>97.80%</u>		
					Delinquent Taxes - December 31, 2022 <u>\$402,907.25</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	Arts and Culture Trust Fund	SEWER Utility	Utility	Utility	Utility	Utility
08	Surplus	21.34%	\$393,556.00	\$1,843,870.00	\$2,237,426.00	\$1,600,000.00			\$637,426.00				
08	Local Revenue	1.93%	\$37,290.84	\$1,934,947.16	\$1,972,238.00	\$277,238.00			\$1,695,000.00				
09	State Aid (without offsetting appropriation)	5.91%	\$32,979.76	\$558,255.00	\$591,234.76	\$591,234.76							
08	Uniform Construction Code Fees	-20.40%	(\$17,942.00)	\$87,942.00	\$70,000.00	\$70,000.00							
	<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%	(\$1,163,052.59)	\$1,163,052.59	\$0.00								
08	Other Special Items	159.69%	\$455,295.24	\$285,116.76	\$740,412.00	\$740,412.00							
15	Receipts from Delinquent Taxes	-17.74%	(\$64,702.87)	\$364,702.87	\$300,000.00	\$300,000.00							
	<i>Amount to be raised by taxation</i>												
07	Local Tax for Municipal Purposes	-1.17%	(\$78,767.64)	\$6,723,211.82	\$6,644,444.18	\$6,644,444.18							
07	Minimum Library Tax	#DIV/0!	\$0.00		\$0.00	\$0.00							
54	Open Space Levy Tax	#DIV/0!	\$0.00		\$0.00								
56	Arts and Cultural Levy Tax	#DIV/0!	\$0.00		\$0.00								
07	Addition to Local District School Tax	#DIV/0!	\$0.00		\$0.00								
08	Deficit General Budget	#DIV/0!	\$0.00		\$0.00								
	Total	-3.13%	(\$405,343.26)	\$12,961,098.20	\$12,555,754.94	\$10,223,328.94	\$0.00	\$0.00	\$2,332,426.00	\$0.00	\$0.00	\$0.00	\$0.00

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	Arts and Culture Trust Fund	SEWER Utility	Utility	Utility	Utility	Utility
20	General Government	5.50	9.50	-2.26%	(\$21,660.00)	\$958,532.00	\$936,872.00	\$781,233.00			\$155,639.00				
21	Land-Use Administration	0.08		2.95%	\$282.00	\$9,548.00	\$9,830.00	\$9,830.00							
22	Uniform Construction Code	1.45	4.00	8.20%	\$15,294.00	\$186,526.00	\$201,820.00	\$201,820.00							
23	Insurance			15.74%	\$226,105.75	\$1,436,138.25	\$1,662,244.00	\$1,298,172.00			\$364,072.00				
25	Public Safety	18.55	18.00	-2.36%	(\$48,626.52)	\$2,058,881.52	\$2,010,255.00	\$2,010,255.00							
26	Public Works	12.42	2.00	9.79%	\$241,910.61	\$2,470,078.39	\$2,711,989.00	\$1,588,611.00			\$1,123,378.00				
27	Health and Human Services			-0.21%	(\$26.00)	\$12,525.00	\$12,499.00	\$12,499.00							
28	Parks and Recreation		2.50	-68.31%	(\$100,000.00)	\$146,400.00	\$46,400.00	\$46,400.00							
29	Education (including Library)			0.00%	\$0.00	\$500.00	\$500.00	\$500.00							
30	Unclassified			10.57%	\$5,100.00	\$48,250.00	\$53,350.00	\$53,350.00							
31	Utilities and Bulk Purchases			1.09%	\$7,000.00	\$643,500.00	\$650,500.00	\$494,000.00			\$156,500.00				
32	Landfill / Solid Waste Disposal			-10.00%	(\$30,000.00)	\$300,000.00	\$270,000.00	\$270,000.00							
35	Contingency			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
36	Statutory Expenditures			-3.52%	(\$28,084.75)	\$798,525.75	\$770,441.00	\$696,851.00			\$73,590.00				
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	-7.89%	(\$12,580.00)	\$159,376.00	\$146,796.00	\$146,796.00							
44	Capital			-92.41%	(\$608,999.48)	\$658,999.48	\$50,000.00	\$50,000.00							
45	Debt			25.22%	\$474,071.80	\$1,879,930.20	\$2,354,002.00	\$1,894,755.00			\$459,247.00				
46	Deferred Charges			#VALUE!	#VALUE!	C	\$3,000.00	\$3,000.00							
48	Debt - Type 1 School District			#DIV/0!	\$0.00		\$0.00	\$0.00							
50	Reserve for Uncollected Taxes			3.31%	\$21,343.93	\$643,913.01	\$665,256.94	\$665,256.94							
55	Surplus General Budget			#DIV/0!	\$0.00		\$0.00	\$0.00							
	Total	39.00	38.00	1.16%	\$144,131.34	\$12,411,623.60	\$12,555,754.94	\$10,223,328.94	\$0.00	\$0.00	\$2,332,426.00	\$0.00	\$0.00	\$0.00	\$0.00

**USER FRIENDLY BUDGET SECTION
STRUCTURAL BUDGET IMBALANCES**

X				<p align="center">Line Item. Put "X" in cell to the left that corresponds to the type of imbalance.</p>	Amount	Comment/Explanation
				Reserve for Payment of Debt	\$100,000.00	
				General Capital Surplus	\$50,000.00	

ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA

<u>Property Tax Assessments - Taxable Properties (October 1, 2022 Value)</u>				<u>Property Tax Assessments - Exempt Properties (October 1, 2022 Value)</u>			
	# of Parcels	Assessed Value	% of Total		# of Parcels	Assessed Value	% of Total
1 Vacant Land	137	\$6,567,000.00	1.37%	15A Public Schools	17	\$15,744,600.00	30.51%
2 Residential	2,772	\$412,073,445.00	85.89%	15B Other Schools	0	\$0.00	0.00%
3A/3B Farm	0	\$0.00	0.00%	15C Public Property	94	\$19,601,300.00	37.98%
4A Commercial	109	\$30,229,600.00	6.30%	15D Church and Charities	39	\$10,996,900.00	21.31%
4B Industrial	22	\$9,486,300.00	1.98%	15E Cemeteries & Graveyards	1	\$102,000.00	0.20%
4C Apartments	42	\$21,399,400.00	4.46%	15F Other Exempt	26	\$5,161,995.00	10.00%
5A/5B Railroad	5	\$0.00	0.00%				
6A/6B Business Personal Property	1	\$100.00	0.00%				
Total	3,088	\$479,755,845.00	100.00%	Total	177	\$51,606,795.00	100.00%
Average Ratio (%), Assessed to True Value				Percentage of Exempt vs. Non-Exempt Properties			
75.86%				10.76%			
Equalized Valuation, Taxable Properties				County Tax Board			
\$632,422,679.94				8.00			
Total # of property tax appeals filed in 2022				State Tax Court			
State Tax Court				2.00			
Number of 2022 County Tax Board decisions appealed to Tax Court				Number of 2022 County Tax Board decisions appealed to Tax Court			
1.00				1.00			
Number of pending property tax appeals in State Tax Court				Amount paid out by municipality for tax appeals in 2022			
1.00				\$0.00			

<u>Prior Budget Year's Payments in Lieu of Tax (PILOT) - 5 Year Exemptions/Abatements</u>				
	# of Parcels	PILOT Billing/Revenue	Assessed Value	Taxes if Billed in Full 2022 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
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	23,411.72	\$21,748.00	\$0.00	\$0.00	\$0.00	\$1,663.72
Supervisory Staff (Department Heads & Managers)	6.00	3.00	883,043.08	\$613,289.37	\$0.00	\$88,900.10	\$133,576.97	\$47,276.64
Police Officers (Including Superior Officers)	17.00		2,209,389.35	\$1,260,904.40	\$181,400.00	\$460,356.20	\$306,728.75	
Fire Fighters (Including Superior Officers)			82,352.25	\$76,500.00				\$5,852.25
All Other Union Employees not listed above			0.00					
All Other Non-Union Employees not listed above	16.00	28.00	1,713,662.92	\$1,064,010.15	\$67,000.00	\$118,275.53	\$371,014.31	\$93,362.93
Totals	39.00	38.00	4,911,859.32	\$3,036,451.92	\$248,400.00	\$667,531.83	\$811,320.03	\$148,155.54

Is the Local Government required to comply with N.J.S.A. 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	8.00	\$13,627.94	\$109,023.48	10.00	\$11,453.92	\$114,539.16
Parent & Child	3.00	\$25,273.04	\$75,819.12	2.00	\$20,525.88	\$41,051.76
Employee & Spouse (or Partner)	8.00	\$27,957.38	\$223,659.00	6.00	\$23,074.66	\$138,447.96
Family	8.00	\$39,966.96	\$319,735.68	14.00	\$32,425.46	\$453,956.40
Employee Cost Sharing Contribution (enter as negative -)			(\$195,137.13)			(\$254,088.86)
Subtotal	27.00		\$533,100.15	32.00		\$493,906.42
<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	\$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	0	\$0.00	\$0.00	19	\$5,787.17	\$109,956.24
Parent & Child			\$0.00			\$0.00
Employee & Spouse (or Partner)			\$0.00	6	\$29,004.96	\$174,029.76
Family			\$0.00			\$0.00
Employee Cost Sharing Contribution (enter as negative -)						(\$22,559.28)
Subtotal	0.00		\$0.00	25.00		\$261,426.72
GRAND TOTAL	27.00		\$533,100.15	57.00		\$755,333.14

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)?

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

**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
Police Lieutenance (Officer in Charge)		\$36,557.96		X	
Construction Official/Fire Officer/Zoning Administrator		\$30,000.00		X	
Court Administrator		\$22,544.12		X	
Municipal Clerk		\$21,881.56		X	
Members of Police Bargaining Unit		\$16,770.08	X		
Chief Financial Officer		\$162,738.87		X	
All Other Non Union Employees		\$7,318.63		X	
Tax Collector		\$28,875.75		X	
		\$2,333.11		X	
Totals	0.00	\$329,020.08			
Total Funds Reserved as of end of 2022		\$128,393.10			
Total Funds Appropriated in 2023		\$20,000.00			

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

			Current Year	2024	2025	All Additional Future
Gross Debt	Deductions	Net Debt	Budget	Budget	Budget	Years' Budgets
Local School Debt	\$5,075,000.00	\$5,075,000.00	\$0.00			
Regional School Debt			\$0.00			
<u>Utility Fund Debt</u>						
SEWER	\$7,043,000.51	\$7,043,000.51	\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
			\$0.00			
<u>Municipal Purposes</u>						
Debt Authorized (BNI)	\$905,523.93	\$413,850.08	\$491,673.85			
Notes Outstanding	\$3,190,000.00		\$3,190,000.00			
Bonds Outstanding	\$10,105,000.00		\$10,105,000.00			
Loans and Other Debt			\$0.00			
Total (Current Year)	\$26,318,524.44	\$12,531,850.59	\$13,786,673.85			
Population (2020 census)	7,056					
Per Capita Gross Debt	\$3,729.95					
Per Capita Net Debt	\$1,953.89					
3 Year Average Property Valuation		\$571,941,865.67				
Net Debt as % of 3 Year Average Property Valuation		2.41%				
Utility Fund - Principal			\$360,343.21	\$370,343.21	\$380,343.21	\$3,602,745.89
Utility Fund - Interest			\$74,555.43	\$72,526.26	\$66,598.76	\$307,562.42
Bond Anticipation Notes - Principal			\$319,000.00			
Bond Anticipation Notes - Interest			\$151,948.00			
Bonds - Principal			\$1,240,000.00	\$1,265,000.00	\$1,295,000.00	\$6,305,000.00
Bonds - Interest			\$208,155.00	\$181,642.50	\$154,380.00	\$373,965.00
Loans & Other Debt - Principal			\$0.00		\$0.00	\$0.00
Loans & Other Debt - Interest			\$0.00		\$0.00	\$0.00
Total			\$2,354,001.64	\$1,889,511.97	\$1,896,321.97	\$10,589,273.31
Total Principal			\$1,919,343.21	\$1,635,343.21	\$1,675,343.21	\$9,907,745.89
Total Interest			\$434,658.43	\$254,168.76	\$220,978.76	\$681,527.42
% of Total Current Year Budget			18.75%			
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	A1					
Year of Last Rating	2020					
Mark "X" if Municipality has no bond rating						

USER FRIENDLY BUDGET SECTION - SHARED SERVICES PROVIDED AND RECEIVED

Lead or Recipient Agency	Agency Type	Providing Services To/Receiving Services From	Department	Type of Shared Service	Notes (Enter more specifics if needed)	Begin Date	End Date	Amount to be Received/Paid
	Amount Received Total							\$84,000.00
	Amount Paid Total							\$196,000.00
	Total							\$280,000.00

USER FRIENDLY BUDGET SECTION - Notes

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