



State of New Jersey Local Government Services

Year: **Municipal User Friendly Budget**

MUNICIPALITY:

Municode: **Filename:** 1409_fbi_2016.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	P.	Dodd	12/31/2019	jdodd@dover.nj.us

Chief Administrative Officer

Donald	J.	Travisano		dtravisano@dover.nj.us
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Chief Financial Officer

Kelly	N.	Toohey		ktoohey@dover.nj.us
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Municipal Clerk

Margaret	J.	Verga		mverga@dover.nj.us
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Registered Municipal Accountant

John		Mooney		jmooney@nisivoccia.com
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
Cindy		Romaine	12/31/2017	cromaine@dover.nj.us
James		Visioli	12/31/2017	jvisioli@dover.nj.us
Steven		Toth	12/31/2017	stoth@dover.nj.us
William		O'Connor	12/31/2017	woconnor@dover.nj.us
Carolyn		Blackman	12/31/2016	cblackman@dover.nj.us
Michael		Picciallo	12/31/2016	mpicciallo@dover.nj.us
Ronald		Camacho	12/31/2016	rcamacho@dover.nj.us
Thomas		MacDonald	12/31/2016	tmacdonald@dover.nj.us

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
								Water	Parking				
08	Surplus	29.30%	\$276,454.00	\$943,500.00	\$1,219,954.00	\$1,100,500.00		\$74,941.00	\$44,513.00				
08	Local Revenue	89.33%	\$2,918,123.50	\$3,266,761.50	\$6,184,885.00	\$2,899,000.00		\$2,985,885.00	\$300,000.00				
09	State Aid (without offsetting appropriation)	-2.85%	(\$37,164.78)	\$1,301,786.78	\$1,264,622.00	\$1,264,622.00							
08	Uniform Construction Code Fees	-14.23%	(\$33,177.00)	\$233,177.00	\$200,000.00	\$200,000.00							
	<i>Special Revenue Items w/ Prior Written Consent</i>												
11	Shared Services Agreements	-22.87%	(\$94,595.50)	\$413,595.50	\$319,000.00	\$319,000.00							
08	Additional Revenue Offset by Appropriations	-100.00%	(\$331,721.54)	\$331,721.54	\$0.00								
10	Public and Private Revenue	33.40%	\$40,411.59	\$121,000.00	\$161,411.59	\$161,411.59							
08	Other Special Items	#DIV/0!	\$377,000.00		\$377,000.00	\$377,000.00							
15	Receipts from Delinquent Taxes	14.43%	\$66,199.29	\$458,800.71	\$525,000.00	\$525,000.00							
	<i>Amount to be raised by taxation</i>												
07	Local Tax for Municipal Purposes	#DIV/0!	\$13,991,924.53		\$13,991,924.53	\$13,991,924.53							
07	Minimum Library Tax	#DIV/0!	\$432,146.91		\$432,146.91	\$432,146.91							
54	Open Space Levy Tax	#DIV/0!	\$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								
	Total	249.01%	\$17,605,601.00	\$7,070,343.03	\$24,675,944.03	\$21,270,605.03	\$0.00	\$3,060,826.00	\$344,513.00	\$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	Utility	Utility	Utility	Utility	Utility	Utility	
										Water	Parking					
20	17.00	12.00	-62.81%	(\$2,923,078.00)	\$4,654,055.00	\$1,730,977.00	\$1,730,977.00									
21	4.00	0.00	-5.21%	(\$17,334.00)	\$332,871.00	\$315,537.00	\$315,537.00									
22	2.00	3.00	-4.56%	(\$8,620.00)	\$188,921.00	\$180,301.00	\$180,301.00									
23			4.51%	\$174,503.00	\$3,870,497.00	\$4,045,000.00	\$4,045,000.00									
25	43.00	24.00	5.60%	\$291,477.00	\$5,200,782.00	\$5,492,259.00	\$5,492,259.00									
26	20.00	0.00	207.20%	\$2,659,880.00	\$1,283,701.00	\$3,943,581.00	\$1,213,701.00			\$2,476,586.00	\$253,294.00					
27	3.00	2.00	22.92%	\$71,331.00	\$311,242.00	\$382,573.00	\$382,573.00									
28	2.00	5.00	-23.44%	(\$69,093.00)	\$294,741.00	\$225,648.00	\$225,648.00									
29	3.00	6.00	-2.09%	(\$9,225.09)	\$441,372.00	\$432,146.91	\$432,146.91									
30	12.00	1.00	-75.18%	(\$846,293.16)	\$1,125,643.00	\$279,349.84	\$112,098.00	\$167,251.84								
31			186.42%	\$926,500.00	\$497,000.00	\$1,423,500.00	\$1,423,500.00									
32	2.00	1.00	0.76%	\$9,076.00	\$1,197,791.00	\$1,206,867.00	\$1,206,867.00									
35			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00									
36			11.14%	\$200,924.00	\$1,804,310.00	\$2,005,234.00	\$1,799,730.00			\$137,475.00	\$68,029.00					
37			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00									
42			-22.00%	(\$90,000.00)	\$409,000.00	\$319,000.00	\$319,000.00									
43	7.00	0.00	46.50%	\$101,594.00	\$218,464.00	\$320,058.00	\$320,058.00									
44			-34.26%	(\$92,500.00)	\$270,000.00	\$177,500.00	\$150,000.00			\$25,000.00	\$2,500.00					
45			67.19%	\$472,868.00	\$703,735.00	\$1,176,603.00	\$734,148.00			\$421,765.00	\$20,690.00					
46			72.89%	\$40,000.00	\$54,880.54	\$94,880.54	\$94,880.54									
48			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00									
50			11.00%	\$91,688.39	\$833,240.35	\$924,928.74	\$924,928.74									
55			-100.00%	(\$943,500.00)	\$943,500.00	\$0.00	\$0.00									
Total	115.00	54.00	0.16%	\$40,198.14	\$24,635,745.89	\$24,675,944.03	\$21,103,353.19	\$167,251.84	\$0.00	\$3,060,826.00	\$344,513.00	\$0.00	\$0.00	\$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	0.00	9.00	139,250.81	\$125,848.00	\$0.00	\$3,775.44	\$0.00	\$9,627.37
Supervisory Staff (Department Heads & Managers)	12.00	1.00	1,571,315.71	\$1,207,340.00	\$0.00	\$129,959.26	\$133,211.44	\$100,805.01
Police Officers (Including Superior Officers)	36.00	4.00	4,635,758.80	\$3,396,561.79	\$0.00	\$826,043.83	\$340,072.33	\$73,080.85
Fire Fighters (Including Superior Officers)	7.00	2.00	678,345.99	\$469,518.00	\$0.00	\$114,186.78	\$77,833.20	\$16,808.01
All Other Union Employees not listed above	37.00	8.00	3,024,259.23	\$1,995,112.00	\$0.00	\$231,271.16	\$595,438.44	\$202,437.63
All Other Non-Union Employees not listed above	15.00	29.00	1,940,470.38	\$1,502,661.40	\$0.00	\$101,505.22	\$216,350.16	\$119,953.60
Totals	107.00	53.00	11,989,400.92	\$8,697,041.19	\$0.00	\$1,406,741.69	\$1,362,905.57	\$522,712.47

Is the Local Government required to comply with NJSA 11A **(Civil Service)**? - YES or NO

YES

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	25.00	\$11,548.32	\$288,708.00	24.00	\$11,731.00	\$281,544.00
Parent & Child	11.00	\$17,781.82	\$195,600.02	8.00	\$17,442.00	\$139,536.00
Employee & Spouse (or Partner)	16.00	\$26,979.00	\$431,664.00	17.00	\$26,818.59	\$455,916.03
Family	36.00	\$31,269.33	\$1,125,695.88	35.00	\$30,688.46	\$1,074,096.10
Employee Cost Sharing Contribution (enter as negative -)						(\$438,500.00)
Subtotal	88.00		\$2,041,667.90	84.00		\$1,512,592.13
<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	31	\$14,619.77	\$453,212.87	24	\$13,818.00	\$331,632.00
Parent & Child	3	\$20,948.00	\$62,844.00	4	\$32,184.00	\$128,736.00
Employee & Spouse (or Partner)	35	\$28,867.54	\$1,010,363.90	37	\$27,164.76	\$1,005,096.12
Family	12	\$34,707.67	\$416,492.04	12	\$34,818.00	\$417,816.00
Employee Cost Sharing Contribution (enter as negative -)						
Subtotal	81.00		\$1,942,912.81	77.00		\$1,883,280.12
GRAND TOTAL	169.00		\$3,984,580.71	161.00		\$3,395,872.25

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

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

NO

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

			Current Year	2017	2018	All Additional Future
Gross Debt	Deductions	Net Debt	Budget	Budget	Budget	Years' Budgets
Local School Debt	\$6,385,000.00	\$6,385,000.00	\$0.00			
Regional School Debt			\$0.00			
Utility Fund Debt						
0	\$4,836,017.63	\$4,836,017.63	\$0.00			
0	\$1,108,685.00	\$1,108,685.00	\$0.00			
0			\$0.00			
0			\$0.00			
0			\$0.00			
0			\$0.00			
<u>Municipal Purposes</u>						
Debt Authorized	\$4,807,928.00	\$2,750.56	\$4,805,177.44			
Notes Outstanding			\$0.00			
Bonds Outstanding	\$4,953,000.00		\$4,953,000.00			
Loans and Other Debt			\$0.00			
Total (Current Year)	\$22,090,630.63	\$12,332,453.19	\$9,758,177.44			
Population (2010 census)	<u>18,157</u>					
Per Capita Gross Debt	<u>\$1,216.65</u>					
Per Capita Net Debt	<u>\$537.43</u>					
3 Yr. Average Property Valuation		<u>\$1,312,109,295.33</u>				
Net Debt as % of 3 Year Avg Property Valuation		<u>0.74%</u>				
Utility Fund - Principal			\$369,009.04	\$369,025.04	\$374,046.04	\$3,087,746.70
Utility Fund - Interest			\$108,116.92	\$97,001.18	\$85,779.54	\$461,014.06
Bond Anticipation Notes - Principal			\$6,796,685.00			
Bond Anticipation Notes - Interest			\$31,662.00			
Bonds - Principal			\$570,000.00	\$590,000.00	\$610,000.00	\$3,183,000.00
Bonds - Interest			\$144,160.00	\$128,910.00	\$112,710.00	\$452,335.00
Loans & Other Debt - Principal						
Loans & Other Debt - Interest						
Total			\$8,019,632.96	\$1,184,936.22	\$1,182,535.58	\$7,184,095.76
Total Principal			\$7,735,694.04	\$959,025.04	\$984,046.04	\$6,270,746.70
Total Interest			\$283,938.92	\$225,911.18	\$198,489.54	\$913,349.06
% of Total Current Year Budget			<u>32.50%</u>			
Description	Debt Not Listed Above					
Total Guarantees - Governmental						
Total Guarantees - Other						
Total Capital/Equipment Leases						
Total Other						
<u>Bond Rating</u>	<u>Moody's</u>	<u>Standard & Poors</u>	<u>Fitch</u>			
Rating		AA-				
Year of Last Rating		2016				
Mark "X" if Municipality has no bond rating						

USER FRIENDLY BUDGET SECTION - Notes

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

In UFB-2 Revenue Summary, the water utility local revenue includes rents and miscellaneous. The parking utility local revenue includes parking meters and miscellaneous.

In UFB-3 Appropriations Summary, Prior Year Unclassified includes Prior Year Public and Private offsets, Water utility operations, Parking operations, and Unclassified Current Fund Line Items. The current year Public & Private Offsets, Water utility operations and Parking operations are listed separately.