



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
John		Coffey	12/31/2023	mayor@oceanportboro.com

Chief Administrative Officer

Donna	M	Phelps		dphelps@oceanportboro.com
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Chief Financial Officer

Catherine	D	LaPorta		klaporta@oceanportboro.com
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Municipal Clerk

Jeanne		Smith		jsmith@oceanportboro.com
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Registered Municipal Accountant

Robert	W	Swisher		rswisher@oceanportboro.com
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Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
William		Deerin	12/31/2021	cdeerin@oceanportboro.com
Richard		Gallo	12/31/2020	cgallo@oceanportboro.com
Michael		O'Brien	12/31/2021	cobrien@oceanportboro.com
Bryan		Keeshen	12/31/2020	ckeshen@oceanportboro.com
Thomas	J	Tvrdik	12/31/2022	ctvrdik@oceanportboro.com
Meghan		Walker	12/31/2022	cwalker@oceanportboro.com



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	0.477	\$6,354,004.63	26.47%	\$2,720.04	Municipal Purpose Tax	ESTIMATED	\$6,637,318.76
Municipal Library		\$0.00	0.00%	\$0.00	Municipal Library		
Municipal Open Space	0.020	\$266,677.58	1.11%	\$114.16	Municipal Open Space	ESTIMATED	\$275,238.79
Fire Districts (avg. rate/total levies)		\$0.00	0.00%	\$0.00	Fire Districts (total levies)		
Other Special Districts (total levies)		\$0.00	0.00%	\$0.00	Other Special Districts (total levies)		
Local School District	0.740	\$9,865,601.00	41.11%	\$4,223.93	Local School District	ACTUAL	\$10,221,218.00
Regional School District	0.289	\$3,846,049.00	16.02%	\$1,649.61	Regional School District	ACTUAL	\$4,089,748.00
County Purposes	0.228	\$3,039,078.43	12.66%	\$1,301.43	County Purposes	ESTIMATED	\$3,107,585.03
County Library	0.016	\$217,408.51	0.91%	\$91.33	County Library	ESTIMATED	\$220,191.37
County Board of Health	0.006	\$61,202.19	0.25%	\$34.25	County Board of Health	ESTIMATED	\$68,809.70
County Open Space	0.026	\$350,838.47	1.46%	\$148.41	County Open Space	ESTIMATED	\$357,810.43
Other County Levies (total)			0.00%	\$0.00	Other County Levies (total)		
Total (Calendar Year 2019 Budget)	1.802	\$24,000,859.81	100.00%	\$10,283.15	Total ESTIMATED amount to be raised by taxes		\$24,977,920.08
<p>Total Taxable Valuation as of October 1, 2019 \$1,376,193,944.00</p> <p>(To be used to calculate the current year tax rate)</p> <p>Current Year Average Residential Assessment \$570,801.00</p>					<p>Revenue Anticipated, Excluding Tax Levy 3,610,170.94</p> <p>Budget Appropriations, before Reserve for Uncollected Taxes 9,812,489.79</p> <p>Total Non-Municipal Tax Levy \$18,340,601.32</p> <p>Amount to be Raised by Taxes - Before RUT \$24,542,920.17</p> <p>Reserve for Uncollected Taxes (RUT) \$435,000.00</p> <p>Total Amount to be Raised by Taxes \$24,977,920.17</p>		
<u>Prior Year to Current Year Comparison</u>							
<u>Comparison - Municipal Purposes Tax Rate</u>							
	Prior Year	Current Year	% Change (+/-)				
	0.477	0.482	1.15%				
<u>Comparison - Municipal Purposes Tax Levy</u>							
	Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)			
	\$6,354,004.63	\$6,637,318.76	4.46%	\$283,314.13			
<u>Comparison - Impact on Avg. Residential Tax Payment (Municipal Purposes Only)</u>							
	Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)			
	\$2,720.04	\$2,751.26	1.15%	\$31.22			
Sheet UFB-1							
					<p>% of Tax Collections used to Calculate RUT 98.26%</p> <p>If % used exceeds the actual collection % then reference the statutory exception used </p> <p><u>Tax Collections - ACTUAL as of Prior Year</u></p> <p>Total Tax Revenue, Collections CY 2019 23,934,458.89</p> <p>Total Tax Levy, CY 2019 24,192,505.19</p> <p>% of Taxes Collected, CY 2019 98.93%</p> <p>Delinquent Taxes - December 31, 2019 \$229,416.50</p>		

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
08	Surplus	3.50%	\$35,000.00	\$1,000,000.00	\$1,035,000.00	\$1,035,000.00							
08	Local Revenue	-32.68%	(\$116,030.13)	\$355,030.13	\$239,000.00	\$239,000.00							
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$542,848.00	\$542,848.00	\$542,848.00							
08	Uniform Construction Code Fees	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
	<i>Special Revenue Items w/ Prior Written Consent</i>												
11	Shared Services Agreements	-10.26%	(\$7,999.80)	\$77,999.80	\$70,000.00	\$70,000.00							
08	Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00		\$0.00								
10	Public and Private Revenue	-92.77%	(\$21,492.93)	\$23,167.93	\$1,675.00	\$1,675.00							
08	Other Special Items	303.89%	\$1,109,456.92	\$365,086.53	\$1,474,543.45	\$1,474,543.45							
15	Receipts from Delinquent Taxes	-20.43%	(\$63,430.25)	\$310,534.83	\$247,104.58	\$247,104.58							
	<i>Amount to be raised by taxation</i>												
07	Local Tax for Municipal Purposes	-0.87%	(\$58,176.10)	\$6,695,494.86	\$6,637,318.76	\$6,637,318.76							
07	Minimum Library Tax	#DIV/0!	\$0.00		\$0.00								
54	Open Space Levy Tax	3.21%	\$8,561.17	\$266,677.58	\$275,238.75		\$275,238.75						
07	Addition to Local District School Tax	#DIV/0!	\$0.00		\$0.00								
08	Deficit General Budget	#DIV/0!	\$0.00		\$0.00								
	Total	9.19%	\$885,888.88	\$9,636,839.66	\$10,522,728.54	\$10,247,489.79	\$275,238.75	\$0.00	\$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	Utility	Utility	Utility	Utility	Utility	Utility	
	Full-Time	Part-Time														
20	General Government		-3.26%	(\$31,234.52)	\$956,783.52	\$925,549.00	\$925,549.00									
21	Land-Use Administration		0.48%	\$328.34	\$69,116.90	\$69,445.24	\$69,445.24									
22	Uniform Construction Code		-5.15%	(\$1,975.00)	\$38,380.00	\$36,405.00	\$36,405.00									
23	Insurance		0.96%	\$11,600.00	\$1,211,000.00	\$1,222,600.00	\$1,222,600.00									
25	Public Safety		3.68%	\$84,253.73	\$2,286,607.19	\$2,370,860.92	\$2,369,185.92	\$1,675.00								
26	Public Works		21.68%	\$178,594.80	\$823,738.31	\$1,002,333.11	\$1,002,333.11									
27	Health and Human Services		598.13%	\$60,056.81	\$10,040.70	\$70,097.51	\$70,097.51									
28	Parks and Recreation		-7.16%	(\$2,544.60)	\$35,520.00	\$32,975.40	\$32,975.40									
29	Education (including Library)		31.54%	\$9,935.89	\$31,500.00	\$41,435.89	\$41,435.89									
30	Unclassified		0.00%	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00									
31	Utilities and Bulk Purchases		7.15%	\$22,500.00	\$314,500.00	\$337,000.00	\$337,000.00									
32	Landfill / Solid Waste Disposal		8.88%	\$24,470.40	\$275,529.60	\$300,000.00	\$300,000.00									
35	Contingency		0.00%	\$0.00	\$500.00	\$500.00	\$500.00									
36	Statutory Expenditures		7.40%	\$46,324.00	\$626,070.00	\$672,394.00	\$672,394.00									
37	Judgements		#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00									
42	Shared Services		0.00%	\$0.00	\$177,200.00	\$177,200.00	\$177,200.00									
43	Court and Public Defender		-3.86%	(\$4,492.68)	\$116,482.00	\$111,989.32	\$111,989.32									
44	Capital		46.67%	\$35,000.00	\$75,000.00	\$110,000.00	\$110,000.00									
45	Debt		92.51%	\$1,124,642.06	\$1,215,712.34	\$2,340,354.40	\$2,282,704.40		\$57,650.00							
46	Deferred Charges		0.00%	\$0.00	\$44,000.00	\$44,000.00	\$44,000.00									
48	Debt - Type 1 School District		#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00									
50	Reserve for Uncollected Taxes		0.00%	\$0.00	\$435,000.00	\$435,000.00	\$435,000.00									
55	Surplus General Budget		#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00									
	Total	0.00	0.00	17.80%	\$1,557,459.23	\$8,747,680.56	\$10,305,139.79	\$10,245,814.79	\$1,675.00	\$57,650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**USER FRIENDLY BUDGET SECTION
STRUCTURAL BUDGET IMBALANCES**

				Line Item. Put "X" in cell to the left that corresponds to the type of imbalance.	Amount	Comment/Explanation
<i>Revenues at Risk</i>	<i>Non-recurring appropriation reductions</i>	<i>Future Year Appropriation Increases</i>	<i>Structural Imbalance Offsets</i>			

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	89	\$14,708,500.00	1.07%	15A Public Schools	4	\$15,022,700.00	8.42%
2 Residential	2,105	\$1,201,536,800.00	87.31%	15B Other Schools			0.00%
3A/3B Farm	2	\$566,700.00	0.04%	15C Public Property	66	\$66,523,600.00	37.28%
4A Commercial	33	\$156,495,600.00	11.37%	15D Church and Charities	4	\$2,545,200.00	1.43%
4B Industrial	1	\$2,171,600.00	0.16%	15E Cemeteries & Graveyards	2	\$13,107,500.00	7.35%
4C Apartments			0.00%	15F Other Exempt	35	\$81,226,600.00	45.52%
5A/5B Railroad			0.00%				
6A/6B Business Personal Property		\$714,764.00	0.05%				
Total	2,230	\$1,376,193,964.00	100.00%	Total	111	\$178,425,600.00	100.00%
Average Ratio (%), Assessed to True Value				100.00%			
Equalized Valuation, Taxable Properties				\$1,376,193,964.00			
Total # of property tax appeals filed in 2019				County Tax Board		15.00	
				State Tax Court		19.00	
Number of 2019 County Tax Board decisions appealed to Tax Court				0.00			
Number of pending property tax appeals in State Tax Court				38.00			
Amount paid out by municipality for tax appeals in 2019				\$5,866.31			
				Percentage of Exempt vs. Non-Exempt Properties			
				12.97%			

<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 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	2	\$104,631.53	\$14,573,100.00	\$262,461.53
Total 5 Yr Exemptions/Abatements	2	104,631.53	14,573,100.00	262,461.53

	J	K	L	M	N	O	P	Q	R	S	
1	USER FRIENDLY BUDGET SECTION										
2	BUDGETED PERSONNEL COSTS										
3											
4			# of	# of	Total		Overtime	Pension	Health Benefits	Employment	
5			Full-Time	Part-Time	Personnel	Base	and other	(Estimate)	Net of	Taxes and	
6	Organization / Individuals Eligible for Benefit		Employees	Employees	Cost	Pay	Compensation		Cost Share	Other Benefits	
7											
8	Governing Body			7.00	11,514.90	\$10,500.00		\$211.65		\$803.25	
9	Supervisory Staff (Department Heads & Managers)		5.00	6.00	610,387.86	\$468,162.93		\$38,532.55	\$67,877.92	\$35,814.46	
10	Police Officers (Including Superior Officers)		14.00	2.00	2,349,023.29	\$1,589,488.45	\$100,000.00	\$415,394.00	\$216,535.75	\$27,605.09	
11	Fire Fighters (Including Superior Officers)				0.00						
12	All Other Union Employees not listed above				0.00						
13	All Other Non-Union Employees not listed above		7.00	35.00	1,066,516.61	\$703,609.12	\$20,000.00	\$92,255.80	\$188,874.49	\$61,777.20	
14	Totals		26.00	50.00	4,037,442.66	\$2,771,760.50	\$120,000.00	\$546,394.00	\$473,288.16	\$126,000.00	
15											
16	Is the Local Government required to comply with NJSA 11A (Civil Service) ? - YES or NO								NO		
17											
18	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.										
19	Overtime and other compensation is any other item that is charged as a salary and wage expense but not included in Base Pay.										
20											
21											
22											
23											
24											
25											
26	Sheet UFB-7										

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	5.00	\$11,952.00	\$59,760.00	5.00	\$12,432.00	\$62,160.00
Parent & Child	2.00	\$18,468.00	\$36,936.00	2.00	\$19,164.00	\$38,328.00
Employee & Spouse (or Partner)	3.00	\$25,536.00	\$76,608.00	3.00	\$26,068.00	\$78,204.00
Family	14.00	\$29,688.00	\$415,632.00	12.75	\$30,775.00	\$392,381.25
Employee Cost Sharing Contribution (enter as negative -)			(\$115,647.84)			(\$106,029.94)
Subtotal	24.00		\$473,288.16	22.75		\$465,043.31
<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	1	\$11,952.00	\$11,952.00	1	\$12,432.00	\$12,432.00
Parent & Child			\$0.00			\$0.00
Employee & Spouse (or Partner)	10	\$25,582.80	\$255,828.00	10	\$26,705.00	\$267,050.00
Family	5	\$31,788.00	\$158,940.00	4	\$32,724.00	\$130,896.00
Employee Cost Sharing Contribution (enter as negative -)			(\$1,352.16)			(\$1,414.08)
Subtotal	16.00		\$425,367.84	15.00		\$408,963.92
GRAND TOTAL	40.00		\$898,656.00	37.75		\$874,007.23

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
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	Legal basis for benefit (check applicable items)		
			Approved Labor Agreement	Local Ordinance	Individual Employment Agreement
Police Chief	155.00	\$86,582.33			X
Court Clerk	100.00	\$28,388.92		X	
Chief Financial Officer	73.50	\$21,625.96		X	
Borough Clerk	36.00	\$10,592.31		X	
Public Works Foreman	44.00	\$10,045.33		X	
Police Department Union Members (PBA)		\$383,613.86	X		
Non-Union Employees		\$56,409.63		X	
Totals	408.50	\$597,258.34			
Total Funds Reserved as of end of 2019					
Total Funds Appropriated in 2020					

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

	Gross	Deductions	Net	Current Year	2021	2022	All Additional Future
	Debt		Debt	Budget	Budget	Budget	Years' Budgets
Local School Debt	\$33,964,890.00	\$33,964,890.00	\$0.00				
Regional School Debt	\$1,966,284.00	\$1,966,284.00	\$0.00				
Utility Fund Debt							
0			\$0.00				
0			\$0.00				
0			\$0.00				
0			\$0.00				
0			\$0.00				
0			\$0.00				
<u>Municipal Purposes</u>							
Debt Authorized	\$10,350,221.00		\$10,350,221.00				
Notes Outstanding	\$8,722,569.00	\$4,726,787.95	\$3,995,781.05				
Bonds Outstanding	\$4,440,000.00	\$460,000.00	\$3,980,000.00				
Loans and Other Debt	\$12,886,829.23	\$12,792,885.04	\$93,944.19				
Total (Current Year)	\$72,330,793.23	\$53,910,846.99	\$18,419,946.24				
Population (2010 census)	5,832						
Per Capita Gross Debt	\$12,402.40						
Per Capita Net Debt	\$3,158.43						
3 Yr. Average Property Valuation		\$1,279,559,778.33					
Net Debt as % of 3 Year Avg Property Valuation		1.44%					
Utility Fund - Principal							
Utility Fund - Interest							
Bond Anticipation Notes - Principal	\$1,213,241.00						
Bond Anticipation Notes - Interest	\$146,109.48						
Bonds - Principal	\$460,000.00	\$425,000.00	\$340,000.00	\$3,515,428.61			
Bonds - Interest	\$344,496.11	\$173,625.00	\$154.00	\$1,090,992.63			
Loans & Other Debt - Principal	\$15,772.23	\$16,083.16	\$154,750.00	\$45,692.01			
Loans & Other Debt - Interest	\$1,800.58	\$1,483.62	\$1,160.35	\$1,508.18			
Total	\$2,181,419.40	\$616,191.78	\$496,064.35	\$4,653,621.43			
Total Principal	\$1,689,013.23	\$441,083.16	\$494,750.00	\$3,561,120.62			
Total Interest	\$492,406.17	\$175,108.62	\$1,314.35	\$1,092,500.81			
% of Total Current Year Budget	21.17%						
Description	Debt Not Listed Above						
Total Guarantees - Governmental							
Total Guarantees - Other							
Total Capital/Equipment Leases	\$82,490.00	\$8,640.00	\$8,290.00	\$25,350.00			
Total Other							
Bond Rating	<u>Moody's</u>	<u>Standard & Poors</u>	<u>Fitch</u>				
Rating	Aa3						
Year of Last Rating							
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	Borough of Sea Bright	Municipal Court Services		1/1/2020	12/31/2020	\$70,000.00
Receiving	County of Monmouth	Dispatch Services		1/1/2020	12/31/2020	\$122,200.00

USER FRIENDLY BUDGET SECTION - Notes

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