



# 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          |
|------------|-------------|-----------|--------------|-------------------------|
| Robert     |             | Sabosik   | 12/31/2018   | mayorsabosik@ptboro.com |

**Chief Administrative Officer**

|       |  |               |  |                      |
|-------|--|---------------|--|----------------------|
| Frank |  | Pannucci, Jr. |  | fpannucci@ptboro.com |
|-------|--|---------------|--|----------------------|

**Chief Financial Officer**

|          |    |      |  |                  |
|----------|----|------|--|------------------|
| Himanshu | R. | Shah |  | hshah@ptboro.com |
|----------|----|------|--|------------------|

**Municipal Clerk**

|         |  |       |  |  |
|---------|--|-------|--|--|
| Antonio |  | Jones |  | <a href="mailto:ajones@ptboro.com">ajones@ptboro.com</a> |
|---------|--|-------|--|--|

**Registered Municipal Accountant**

|        |    |         |  |  |
|--------|----|---------|--|--|
| Robert | W. | Allison |  |  |
|--------|----|---------|--|--|

**Governing Body Members**

| First Name | Middle Name | Last Name    | Term Expires | Business Email                     |
|------------|-------------|--------------|--------------|------------------------------------|
| Joseph     |             | Furmato, Jr. | 12/31/2016   | councilmemberfurmato@ptboro.com    |
| Michael    |             | Thulen, Jr.  | 12/31/2016   | councilmemberthulen@ptboro.com     |
| John       |             | Wisniewski   | 12/31/2017   | councilmemberwisniewski@ptboro.com |
| Pamela     |             | Sndyer       | 12/31/2017   | councilmembersnyder@ptboro.com     |
| Antoinette |             | DePaola      | 12/31/2018   | councilmemberdepaola@ptboro.com    |
| William    |             | Borowsky     | 12/31/2018   | councilmemberborowsky@ptboro.com   |
|            |             |              |              |                                    |
|            |             |              |              |                                    |
|            |             |              |              |                                    |



**USER FRIENDLY BUDGET SECTION - ANTICIPATED REVENUE SUMMARY (ALL OPERATING FUNDS)**

| FCOA |   | % Difference<br>Current vs.<br>Prior Year | \$ Difference<br>Current vs. Prior<br>Year | Total Realized<br>Revenue (Prior<br>Year) | Total Anticipated<br>Revenue (Current<br>Year) | General<br>Budget      | Open Space<br>Budget | Water/Sewer<br>Utility | Utility       | Utility       | Utility       | Utility       | Utility       |
|------|---|---|--|---|--|------------------------|----------------------|------------------------|---------------|---------------|---------------|---------------|---------------|
| 08   | Surplus   | -18.50%                                   | (\$542,592.00)                             | \$2,932,226.00                            | \$2,389,634.00                                 | \$2,200,000.00         |                      | \$189,634.00           |               |               |               |               |               |
| 08   | Local Revenue   | -4.54%                                    | (\$320,754.70)                             | \$7,062,754.70                            | \$6,742,000.00                                 | \$403,000.00           |                      | \$6,339,000.00         |               |               |               |               |               |
| 09   | State Aid (without offsetting appropriation)          | 7.89%                                     | \$113,171.00                               | \$1,434,326.00                            | \$1,547,497.00                                 | \$1,547,497.00         |                      |                        |               |               |               |               |               |
| 08   | Uniform Construction Code Fees                        | -25.88%                                   | (\$139,658.00)                             | \$539,658.00                              | \$400,000.00                                   | \$400,000.00           |                      |                        |               |               |               |               |               |
|      | <b>Special Revenue Items w/ Prior Written Consent</b> |   |  |   |  |                        |                      |                        |               |               |               |               |               |
| 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                            | -88.27%                                   | (\$379,806.55)                             | \$430,257.55                              | \$50,451.00                                    | \$50,451.00            |                      |                        |               |               |               |               |               |
| 08   | Other Special Items                                   | -100.00%                                  | (\$18,604.00)                              | \$18,604.00                               | \$0.00   | \$0.00                 |                      |                        |               |               |               |               |               |
| 15   | Receipts from Delinquent Taxes                        | -32.20%                                   | (\$427,394.93)                             | \$1,327,394.93                            | \$900,000.00                                   | \$900,000.00           |                      |                        |               |               |               |               |               |
|      | <b>Amount to be raised by taxation</b>                |   |  |   |  |                        |                      |                        |               |               |               |               |               |
| 07   | Local Tax for Municipal Purposes                      | -3.91%                                    | (\$576,244.06)                             | \$14,719,179.06                           | \$14,142,935.00                                | \$14,142,935.00        |                      |                        |               |               |               |               |               |
| 07   | Minimum Library Tax                                   | #DIV/0!                                   | \$0.00                                     |   | \$0.00   |                        |                      |                        |               |               |               |               |               |
| 54   | Open Space 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   |                        |                      |                        |               |               |               |               |               |
|      | <b>Total</b>  | <b>-8.05%</b>                             | <b>(\$2,291,883.24)</b>                    | <b>\$28,464,400.24</b>                    | <b>\$26,172,517.00</b>                         | <b>\$19,643,883.00</b> | <b>\$0.00</b>        | <b>\$6,528,634.00</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 | Utility        | Utility               | Utility       | Utility       | Utility       | Utility       |
|------|---------------------------------|---------------------|------------------------------------|-------------------------------------|--|---|------------------------|------------------------|-------------------|----------------|-----------------------|---------------|---------------|---------------|---------------|
| 20   | General Government              | 13.00               | 9.00                               | -4.35%                              | (\$46,255.00)  | 1,064,417.00  | \$1,018,162.00         | 1,018,162.00           |                   |                |                       |               |               |               |               |
| 21   | Land-Use Administration         | 1.00                |                                    | 15.02%                              | \$22,563.00  | 150,183.00  | \$172,746.00           | 172,746.00             |                   |                |                       |               |               |               |               |
| 22   | Uniform Construction Code       | 4.00                | 2.00                               | -11.88%                             | (\$52,765.00)  | 444,129.00  | \$391,364.00           | 391,364.00             |                   |                |                       |               |               |               |               |
| 23   | Insurance                       |                     |                                    | 9.88%                               | \$45,839.00  | 464,161.00  | \$510,000.00           | 510,000.00             |                   |                |                       |               |               |               |               |
| 25   | Public Safety                   | 43.00               | 20.00                              | 2.49%                               | \$127,193.00   | 5,107,573.00  | \$5,234,766.00         | 5,234,766.00           |                   |                |                       |               |               |               |               |
| 26   | Public Works                    | 24.00               | 1.00                               | -1.18%                              | (\$96,585.00)  | 8,209,590.00  | \$8,113,005.00         | 2,536,289.00           |                   | \$5,576,716.00 |                       |               |               |               |               |
| 27   | Health and Human Services       | 1.00                |                                    | 12.47%                              | \$12,779.00  | 102,497.00  | \$115,276.00           | 115,276.00             |                   |                |                       |               |               |               |               |
| 28   | Parks and Recreation            | 3.00                | 8.00                               | 8.97%                               | \$25,962.00  | 289,387.00  | \$315,349.00           | 315,349.00             |                   |                |                       |               |               |               |               |
| 29   | Education (including Library)   |                     |                                    | #DIV/0!                             | \$0.00   |   | \$0.00                 | \$0.00                 |                   |                |                       |               |               |               |               |
| 30   | Unclassified                    |                     |                                    | 26.38%                              | \$52,190.00  | 197,810.00  | \$250,000.00           | 250,000.00             |                   |                |                       |               |               |               |               |
| 31   | Utilities and Bulk Purchases    |                     |                                    | -7.80%                              | (\$35,000.00)  | 449,000.00  | \$414,000.00           | \$414,000.00           |                   |                |                       |               |               |               |               |
| 32   | Landfill / Solid Waste Disposal |                     |                                    | 0.00%                               | \$0.00   | 630,000.00  | \$630,000.00           | 630,000.00             |                   |                |                       |               |               |               |               |
| 35   | Contingency                     |                     |                                    | 0.00%                               | \$0.00   | 1,000.00  | \$1,000.00             | 1,000.00               |                   |                |                       |               |               |               |               |
| 36   | Statutory Expenditures          |                     |                                    | 3.65%                               | \$70,341.00  | 1,925,115.00  | \$1,995,456.00         | 1,635,378.00           |                   | \$360,078.00   |                       |               |               |               |               |
| 37   | Judgements                      |                     |                                    | 0.00%                               | \$0.00   | 100.00  | \$100.00               | 100.00                 |                   |                |                       |               |               |               |               |
| 42   | Shared Services                 |                     |                                    | -34.48%                             | (\$50,000.00)  | 145,000.00  | \$95,000.00            | 95,000.00              |                   |                |                       |               |               |               |               |
| 43   | Court and Public Defender       |                     | 1.00                               | -3.53%                              | (\$1,575.00)   | 44,593.00   | \$43,018.00            | 43,018.00              |                   |                |                       |               |               |               |               |
| 44   | Capital                         |                     |                                    | 54.55%                              | \$60,000.00  | 110,000.00  | \$170,000.00           | 110,000.00             |                   | \$60,000.00    |                       |               |               |               |               |
| 45   | Debt                            |                     |                                    | -3.33%                              | (\$96,511.00)  | 2,896,866.00  | \$2,800,355.00         | 2,268,515.00           |                   | \$531,840.00   |                       |               |               |               |               |
| 46   | Deferred Charges                |                     |                                    | -86.94%                             | (\$266,374.00)   | 306,374.00  | \$40,000.00            | 40,000.00              |                   |                |                       |               |               |               |               |
| 48   | Debt - Type 1 School District   |                     |                                    | #DIV/0!                             | \$0.00   |   | \$0.00                 |                        |                   |                |                       |               |               |               |               |
| 50   | Reserve for Uncollected Taxes   |                     |                                    | 4.10%                               | \$70,564.00  | 1,720,905.00  | \$1,791,469.00         | 1,791,469.00           |                   |                |                       |               |               |               |               |
| 55   | Surplus General Budget          |                     |                                    | #DIV/0!                             | \$0.00   |   | \$0.00                 |                        |                   |                |                       |               |               |               |               |
|      | <b>Total</b>                    | <b>89.00</b>        | <b>41.00</b>                       | <b>-0.65%</b>                       | <b>(\$157,634.00)</b>                                      | <b>\$24,258,700.00</b>                              | <b>\$24,101,066.00</b> | <b>\$17,572,432.00</b> | <b>\$0.00</b>     | <b>\$0.00</b>  | <b>\$6,528,634.00</b> | <b>\$0.00</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                                  |                          | 7.00                     | 42,629.40            | \$39,600.00           | \$0.00                          |                       |                                   | \$3,029.40                          |
| Supervisory Staff (Department Heads & Managers) | 10.00                    | 1.00                     | 1,460,394.09         | \$1,202,523.10        | \$22,000.00                     | \$142,194.97          | \$0.00                            | \$93,676.02                         |
| Police Officers (Including Superior Officers)   | 33.00                    |                          | 1,343,760.41         | \$463,038.00          | \$0.00                          | \$830,300.00          | \$15,000.00                       | \$35,422.41                         |
| Fire Fighters (Including Superior Officers)     | 0.00                     | 0.00                     | 0.00                 | \$0.00                | \$0.00                          |                       |                                   | \$0.00                              |
| All Other Union Employees not listed above      | 44.00                    | 16.00                    | 3,643,600.71         | \$2,942,200.28        | \$110,000.00                    | \$347,906.89          | \$10,000.23                       | \$233,493.32                        |
| All Other Non-Union Employees not listed above  | 3.00                     | 17.00                    | 162,208.02           | \$135,767.65          |                                 | \$16,054.14           | \$0.00                            | \$10,386.23                         |
| <b>Totals</b>                                   | <b>90.00</b>             | <b>41.00</b>             | <b>6,652,592.63</b>  | <b>\$4,783,129.03</b> | <b>\$132,000.00</b>             | <b>\$1,336,456.00</b> | <b>\$25,000.23</b>                | <b>\$376,007.37</b>                 |

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**

|   | <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><u>Active Employees - Health Benefits - Annual Cost</u></b>  |   |   |                                |   |  |                              |
| Single Coverage   | 23.00   | \$11,873.04   | \$273,079.92                   | 24.00   | \$10,136.24  | \$243,269.76                 |
| Parent & Child  | 8.00  | \$21,252.84   | \$170,022.72                   | 9.00  | \$18,758.64  | \$168,827.76                 |
| Employee & Spouse (or Partner)                                  | 8.00  | \$23,745.84   | \$189,966.72                   | 9.00  | \$19,732.80  | \$177,595.20                 |
| Family  | 40.00   | \$33,125.88   | \$1,325,035.20                 | 47.00   | \$28,234.05  | \$1,327,000.35               |
| Employee Cost Sharing Contribution (enter as negative - )       |   |   | (\$456,786.52)                 |   |  | (\$453,673.77)               |
| <b>Subtotal</b>   | <b>79.00</b>  |   | <b>\$1,501,318.04</b>          | <b>89.00</b>  |  | <b>\$1,463,019.30</b>        |
| <b><u>Elected Officials - Health Benefits - Annual Cost</u></b> |   |   |                                |   |  |                              |
| Single Coverage   | 0   | \$0.00  | \$0.00                         |   |  | \$0.00                       |
| Parent & Child  | 0   | \$0.00  | \$0.00                         |   |  | \$0.00                       |
| Employee & Spouse (or Partner)                                  | 0   | \$0.00  | \$0.00                         |   |  | \$0.00                       |
| Family  | 0   | \$0.00  | \$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><u>Retirees - Health Benefits - Annual Cost</u></b>          |   |   |                                |   |  |                              |
| Single Coverage   | 12  | \$7,971.76  | \$95,661.12                    | 12  | \$6,867.14   | \$82,405.68                  |
| Parent & Child  | 0   |   | \$0.00                         |   |  | \$0.00                       |
| Employee & Spouse (or Partner)                                  | 7   | \$23,781.41   | \$166,469.87                   | 7   | \$23,514.31  | \$164,600.17                 |
| Family  | 8   | \$38,202.24   | \$305,617.92                   | 7   | \$36,251.64  | \$253,761.48                 |
| Employee Cost Sharing Contribution (enter as negative - )       |   |   |                                |   |  |                              |
| <b>Subtotal</b>   | <b>27.00</b>  |   | <b>\$567,748.91</b>            | <b>26.00</b>  |  | <b>\$500,767.33</b>          |
| <b>GRAND TOTAL</b>  | <b>106.00</b>   |   | <b>\$2,069,066.95</b>          | <b>115.00</b>   |  | <b>\$1,963,786.63</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>YES</b> |
|------------|



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

|  | Gross                  | Deductions             | Net                    |  |                              |                             |                       |                        |
|--|------------------------|------------------------|------------------------|--|------------------------------|-----------------------------|-----------------------|------------------------|
|  | Debt                   |                        | Debt                   | Current Year                                       | 2017                         | 2018                        | All Additional Future |                        |
|  |                        |                        |                        | Budget   | Budget                       | Budget                      | Years' Budgets        |                        |
| Local School Debt                              | \$20,743,000.00        | \$20,743,000.00        | \$0.00                 | Utility Fund - Principal                           | \$290,000.00                 | \$305,000.00                | \$380,000.00          | \$4,370,000.00         |
| Regional School Debt                           |                        |                        | \$0.00                 | Utility Fund - Interest                            | \$144,462.75                 | \$138,012.75                | \$131,412.50          | \$839,062.50           |
| Utility Fund Debt                              |                        |                        |                        | Bond Anticipation Notes - Principal                | \$0.00                       |                             |                       |                        |
| Water/Sewer                                    | \$10,033,053.00        | \$4,119,259.00         | \$5,913,794.00         | Bond Anticipation Notes - Interest                 | \$101,700.00                 |                             |                       |                        |
| 0  |                        |                        | \$0.00                 | Bonds - Principal                                  | \$1,630,000.00               | \$1,660,000.00              | \$1,726,000.00        | \$13,210,000.00        |
| 0  |                        |                        | \$0.00                 | Bonds - Interest                                   | \$558,315.00                 | \$501,208.00                | \$451,658.75          | \$1,533,669.00         |
| 0  |                        |                        | \$0.00                 | Loans & Other Debt - Principal                     | \$56,000.00                  | \$48,526.66                 | \$45,720.91           | \$628,112.24           |
| 0  |                        |                        | \$0.00                 | Loans & Other Debt - Interest                      | \$56,000.00                  | \$6,968.83                  | \$6,968.83            | \$97,563.62            |
| 0  |                        |                        | \$0.00                 |  |                              |                             |                       |                        |
| 0  |                        |                        | \$0.00                 |  |                              |                             |                       |                        |
| <b>Municipal Purposes</b>                      |                        |                        |                        | <b>Total</b>                                       | <b>\$2,836,477.75</b>        | <b>\$2,659,716.24</b>       | <b>\$2,741,760.99</b> | <b>\$20,678,407.36</b> |
| Debt Authorized                                | \$21,938,247.89        | \$252,386.00           | \$21,685,861.89        | Total Principal                                    | \$1,976,000.00               | \$2,013,526.66              | \$2,151,720.91        | \$18,208,112.24        |
| Notes Outstanding                              |                        |                        | \$0.00                 | Total Interest                                     | \$860,477.75                 | \$646,189.58                | \$590,040.08          | \$2,470,295.12         |
| Bonds Outstanding                              |                        |                        | \$0.00                 | % of Total Current Year Budget                     | 11.77%                       |                             |                       |                        |
| Loans and Other Debt                           |                        |                        | \$0.00                 |  |                              |                             |                       |                        |
| <b>Total (Current Year)</b>                    | <b>\$52,714,300.89</b> | <b>\$25,114,645.00</b> | <b>\$27,599,655.89</b> | <b>Description</b>                                 | <b>Debt Not Listed Above</b> |                             |                       |                        |
| Population (2010 census)                       | 18,392                 |                        |                        | Total Guarantees - Governmental                    |                              |                             |                       |                        |
| Per Capita Gross Debt                          | \$2,866.15             |                        |                        | Total Guarantees - Other                           |                              |                             |                       |                        |
| Per Capita Net Debt                            | \$1,500.63             |                        |                        | Total Capital/Equipment Leases                     |                              |                             |                       |                        |
| 3 Yr. Average Property Valuation               |                        | \$3,248,898,857.00     |                        | Total Other  |                              |                             |                       |                        |
| Net Debt as % of 3 Year Avg Property Valuation |                        | 0.85%                  |                        | <b>Bond Rating</b>                                 | <u>Moody's</u>               | <u>Standard &amp; Poors</u> | <u>Fitch</u>          |                        |
|  |                        |                        |                        | Rating   | Aa3                          |                             |                       |                        |
|  |                        |                        |                        | Year of Last Rating                                | 2015                         |                             |                       |                        |
|  |                        |                        |                        | <b>Mark "X" if Municipality has no bond rating</b> |                              |                             |                       |                        |





**USER FRIENDLY BUDGET SECTION - Notes**

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