



# State of New Jersey Local Government Services

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

**MUNICIPALITY:**

**Municode:**  **Filename:** 0118\_fbi\_2021.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
Erland		Chau	12/31/2021	echau@cityofnorthfield.org

**Chief Administrative Officer**

Mary		Canesi		mcanesi@cityofnorthfield.org
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**Chief Financial Officer**

Dawn	M.	Stollenwerk		<a href="mailto:dstollenwerk@cityofnorthfield.org">dstollenwerk@cityofnorthfield.org</a>
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**Municipal Clerk**

Mary		Canesi		mcanesi@cityofnorthfield.org
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**Registered Municipal Accountant**

Nancy		Sbrolla		nsbrolla@ford-scott.com
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**Governing Body Members**

First Name	Middle Name	Last Name	Term Expires	Business Email
Brian		Smith	12/31/2021	bsmith@cityofnorthfield.org
Frank		Perri	12/31/2021	fperri@cityofnorthfield.org
Barbara		Madden	12/31/2021	bmadden@cityofnorthfield.org
Gregory		Deweese	12/31/2022	gdeweese@cityofnorthfield.org
David		Notaro	12/31/2023	dnotaro@cityofnorthfield.org
Tom		Polistina	12/31/2023	tpolistina@cityofnorthfield.org
Paul		Utts	12/31/2022	putts@cityofnorthfield.org



## USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

<u>2020 Calendar Year Property Tax Levies - ALL entities levying property taxes</u>					<u>Current Year 2021 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	0.968	\$8,442,419.60	27.91%	\$0.00	Municipal Purpose Tax	ACTUAL	\$8,417,199.28
Municipal Library	0.034	\$296,629.00	0.98%	\$0.00	Municipal Library	ACTUAL	\$286,791.00
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	1.224	\$10,672,184.00	35.28%	\$0.00	Local School District	ESTIMATED	\$10,938,988.60
Regional School District	0.740	\$6,454,999.00	21.34%	\$0.00	Regional School District	ESTIMATED	\$6,616,373.98
County Purposes	0.479	\$4,175,285.66	13.80%	\$0.00	County Purposes	ESTIMATED	\$4,225,285.66
County Library			0.00%	\$0.00	County Library		
County Board of Health	0.022	\$196,015.04	0.65%	\$0.00	County Board of Health	ESTIMATED	\$206,015.04
County Open Space	0.001	\$11,097.33	0.04%	\$0.00	County Open Space	ESTIMATED	\$21,097.33
Other County Levies (total)			0.00%	\$0.00	Other County Levies (total)		
<b>Total (Calendar Year 2020 Budget)</b>	<b>3.468</b>	<b>\$30,248,629.63</b>	<b>100.00%</b>	<b>\$0.00</b>	<b>Total ESTIMATED amount to be raised by taxes</b>		<b>\$30,711,750.89</b>
Total Taxable Valuation as of October 1, 2020 <span style="float: right;"><u>\$869,648,060.00</u></span> (To be used to calculate the current year tax rate)					Revenue Anticipated, Excluding Tax Levy <span style="float: right;"><u>4,566,043.24</u></span>		
Current Year Average Residential Assessment <span style="float: right;"><u>\$217,615.30</u></span>					Budget Appropriations, before Reserve for Uncollected Taxes <span style="float: right;"><u>12,195,122.24</u></span>		
<b><u>Prior Year to Current Year Comparison</u></b>					Total Non-Municipal Tax Levy <span style="float: right;"><u>\$22,007,760.61</u></span>		
<b><u>Comparison - Municipal Purposes Tax Rate</u></b>					Amount to be Raised by Taxes - Before RUT <span style="float: right;"><u>\$29,636,839.61</u></span>		
Prior Year	Current Year	% Change (+/-)			Reserve for Uncollected Taxes (RUT) <span style="float: right;"><u>\$1,074,911.28</u></span>		
0.968	0.968	0.00%			Total Amount to be Raised by Taxes <span style="float: right;"><u>\$30,711,750.89</u></span>		
<b><u>Comparison - Municipal Purposes Tax Levy</u></b>					% of Tax Collections used to Calculate RUT <span style="float: right;"><u>96.50%</u></span>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		If % used exceeds the actual collection % then reference the statutory exception used		
\$8,442,419.60	\$8,417,199.28	-0.30%	(\$25,220.32)		<b>Tax Collections - ACTUAL as of Prior Year</b>		
<b><u>Comparison - Impact on Avg. Residential Tax Payment (Municipal Purposes Only)</u></b>					Total Tax Revenue, Collections CY 2020 <span style="float: right;"><u>29,827,660.93</u></span>		
Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)		Total Tax Levy, CY 2020 <span style="float: right;"><u>30,327,084.09</u></span>		
\$0.00	\$2,106.52	#DIV/0!	\$2,106.52		% of Taxes Collected, CY 2020 <span style="float: right;"><u>98.35%</u></span>		
					Delinquent Taxes - December 31, 2020 <span style="float: right;"><u>\$234,601.25</u></span>		

**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	Utility	Utility	Utility	Utility	Utility
08	Surplus	29.97%	\$321,000.00	\$1,071,000.00	\$1,392,000.00	\$1,392,000.00							
08	Local Revenue	-3.91%	(\$73,378.58)	\$1,877,878.58	\$1,804,500.00	\$1,804,500.00							
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$632,386.00	\$632,386.00	\$632,386.00							
08	Uniform Construction Code Fees	-3.12%	(\$4,030.00)	\$129,030.00	\$125,000.00	\$125,000.00							
	<b><i>Special Revenue Items w/ Prior Written Consent</i></b>												
11	Shared Services Agreements	0.00%	\$0.00	\$11,520.00	\$11,520.00	\$11,520.00							
08	Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00		\$0.00								
10	Public and Private Revenue	-24.59%	(\$114,147.08)	\$464,284.32	\$350,137.24	\$350,137.24							
08	Other Special Items	0.00%	\$0.00	\$20,500.00	\$20,500.00	\$20,500.00							
15	Receipts from Delinquent Taxes	-35.35%	(\$125,773.02)	\$355,773.02	\$230,000.00	\$230,000.00							
	<b><i>Amount to be raised by taxation</i></b>												
07	Local Tax for Municipal Purposes	-5.74%	(\$512,674.62)	\$8,929,873.90	\$8,417,199.28	\$8,417,199.28							
07	Minimum Library Tax	-3.32%	(\$9,838.00)	\$296,629.00	\$286,791.00	\$286,791.00							
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								
	<b>Total</b>	<b>-3.76%</b>	<b>(\$518,841.30)</b>	<b>\$13,788,874.82</b>	<b>\$13,270,033.52</b>	<b>\$13,270,033.52</b>	<b>\$0.00</b>	<b>\$0.00</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	Arts and Culture Trust Fund	Utility	Utility	Utility	Utility	Utility
20	General Government	7.00	15.00	13.31%	\$98,506.26	\$739,868.74	\$838,375.00	\$838,375.00							
21	Land-Use Administration		1.00	0.00%	\$0.00	\$21,500.00	\$21,500.00	\$21,500.00							
22	Uniform Construction Code	1.00	4.00	-21.83%	(\$40,050.00)	\$183,500.00	\$143,450.00	\$143,450.00							
23	Insurance			1.26%	\$21,000.00	\$1,664,000.00	\$1,685,000.00	\$1,685,000.00							
25	Public Safety	23.00	31.00	3.88%	\$122,770.97	\$3,162,098.27	\$3,284,869.24	\$3,225,600.00	\$59,269.24						
26	Public Works	10.00		-2.91%	(\$24,711.14)	\$849,212.14	\$824,501.00	\$824,501.00							
27	Health and Human Services			-88.67%	(\$72,810.41)	\$82,110.41	\$9,300.00	\$9,300.00							
28	Parks and Recreation			0.00%	\$0.00	\$8,200.00	\$8,200.00	\$8,200.00							
29	Education (including Library)			-3.32%	(\$9,838.00)	\$296,629.00	\$286,791.00	\$286,791.00							
30	Unclassified			0.00%	\$0.00	\$500.00	\$500.00	\$500.00							
31	Utilities and Bulk Purchases			-2.75%	(\$10,000.00)	\$363,500.00	\$353,500.00	\$353,500.00							
32	Landfill / Solid Waste Disposal			-3.06%	(\$25,150.00)	\$822,150.00	\$797,000.00	\$797,000.00							
35	Contingency			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
36	Statutory Expenditures			10.14%	\$104,796.87	\$1,034,009.13	\$1,138,806.00	\$1,138,806.00							
37	Judgements			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
42	Shared Services			1.91%	\$27,392.00	\$1,434,438.00	\$1,461,830.00	\$1,461,830.00							
43	Court and Public Defender			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
44	Capital			-22.22%	(\$155,000.00)	\$697,500.00	\$542,500.00	\$542,500.00							
45	Debt			-1.36%	(\$11,031.26)	\$810,031.26	\$799,000.00	\$799,000.00							
46	Deferred Charges			-100.00%	(\$6,891.39)	\$6,891.39	\$0.00	\$0.00							
48	Debt - Type 1 School District			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
50	Reserve for Uncollected Taxes			-11.51%	(\$139,829.30)	\$1,214,740.58	\$1,074,911.28	\$1,074,911.28							
55	Surplus General Budget			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
	<b>Total</b>	<b>41.00</b>	<b>51.00</b>	<b>-0.90%</b>	<b>(\$120,845.40)</b>	<b>\$13,390,878.92</b>	<b>\$13,270,033.52</b>	<b>\$13,210,764.28</b>	<b>\$59,269.24</b>	<b>\$0.00</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  
STRUCTURAL BUDGET IMBALANCES**

<i>Revenues at Risk</i>	<i>Non-recurring appropriation reductions</i>	<i>Future Year Appropriation Increases</i>	<i>Structural Imbalance Offsets</i>	<b>Line Item.</b> Put "X" in cell to the left that corresponds to the type of imbalance.	<b>Amount</b>	<b>Comment/Explanation</b>
				None		

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

<u>Property Tax Assessments - Taxable Properties (October 1, 2020 Value)</u>				<u>Property Tax Assessments - Exempt Properties (October 1, 2020 Value)</u>			
	# of Parcels	Assessed Value	% of Total		# of Parcels	Assessed Value	% of Total
1 Vacant Land	172	\$10,387,260.00	1.19%	15A Public Schools	2	\$6,142,170.00	5.16%
2 Residential	3,137	\$682,659,200.00	78.50%	15B Other Schools	1	\$798,000.00	0.67%
3A/3B Farm	2	\$598,800.00	0.07%	15C Public Property	71	\$82,963,200.00	69.71%
4A Commercial	223	\$172,520,300.00	19.84%	15D Church and Charities	20	\$22,121,400.00	18.59%
4B Industrial			0.00%	15E Cemeteries & Graveyards	1	\$5,000.00	0.00%
4C Apartments	4	\$3,482,500.00	0.40%	15F Other Exempt	33	\$6,986,000.00	5.87%
5A/5B Railroad			0.00%				
6A/6B Business Personal Property			0.00%				
<b>Total</b>	<b>3,538</b>	<b>\$869,648,060.00</b>	<b>100.00%</b>	<b>Total</b>	<b>128</b>	<b>\$119,015,770.00</b>	<b>100.00%</b>
<b>Average Ratio (%), Assessed to True Value</b>				<b>101.38%</b>			
<b>Equalized Valuation, Taxable Properties</b>				<b>\$857,810,278.16</b>			
<b>Total # of property tax appeals filed in 2020</b>				<b>County Tax Board 129.00</b>			
				<b>State Tax Court 3.00</b>			
<b>Number of 2020 County Tax Board decisions appealed to Tax Court</b>				<b>0.00</b>			
<b>Number of pending property tax appeals in State Tax Court</b>				<b>0.00</b>			
<b>Amount paid out by municipality for tax appeals in 2020</b>				<b>\$95,544.63</b>			
				<b>Percentage of Exempt vs. Non-Exempt Properties 13.69%</b>			

<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 2020 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		8.00	80,068.68	\$71,714.00	\$0.00	\$2,868.56	\$0.00	\$5,486.12
Supervisory Staff (Department Heads & Managers)		2.00	558,251.29	\$377,475.00	\$0.00	\$56,621.25	\$95,278.20	\$28,876.84
Police Officers (Including Superior Officers)	21.00	2.00	3,331,548.33	\$2,286,325.00	\$70,000.00	\$663,034.25	\$279,037.37	\$33,151.71
Fire Fighters (Including Superior Officers)	3.00	14.00	557,527.71	\$370,438.00	\$20,000.00	\$107,427.02	\$54,291.34	\$5,371.35
All Other Union Employees not listed above	10.00	17.00	1,156,052.53	\$715,850.00	\$25,000.00	\$107,377.50	\$253,062.50	\$54,762.53
All Other Non-Union Employees not listed above	3.00	8.00	348,964.70	\$226,305.00		\$33,945.75	\$71,401.62	\$17,312.33
<b>Totals</b>	<b>37.00</b>	<b>51.00</b>	<b>6,032,413.24</b>	<b>\$4,048,107.00</b>	<b>\$115,000.00</b>	<b>\$971,274.33</b>	<b>\$753,071.03</b>	<b>\$144,960.88</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><u>Active Employees - Health Benefits - Annual Cost</u></b>						
Single Coverage	11.00	\$11,266.80	\$123,934.80	11.00	\$11,567.04	\$127,237.44
Parent & Child	5.00	\$20,167.56	\$100,837.80	5.00	\$20,804.00	\$104,020.00
Employee & Spouse (or Partner)	5.00	\$22,533.60	\$112,668.00	5.00	\$23,000.00	\$115,000.00
Family	19.00	\$31,434.36	\$597,252.84	19.00	\$32,400.00	\$615,600.00
Employee Cost Sharing Contribution (enter as negative - )			(\$181,025.00)			(\$200,000.00)
<b>Subtotal</b>	<b>40.00</b>		<b>\$753,668.44</b>	<b>40.00</b>		<b>\$761,857.44</b>
<b><u>Elected Officials - Health Benefits - Annual Cost</u></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><u>Retirees - Health Benefits - Annual Cost</u></b>						
Single Coverage	16	\$8,451.70	\$135,227.20	17	\$7,600.00	\$129,200.00
Parent & Child	2	\$9,426.00	\$18,852.00	2	\$10,212.00	\$20,424.00
Employee & Spouse (or Partner)	15	\$16,541.64	\$248,124.60	14	\$14,211.00	\$198,954.00
Family	7	\$25,343.40	\$177,403.80	7	\$22,068.00	\$154,476.00
Employee Cost Sharing Contribution (enter as negative - )			(\$586.84)			(\$9,463.80)
<b>Subtotal</b>	<b>40.00</b>		<b>\$579,020.76</b>	<b>40.00</b>		<b>\$493,590.20</b>
<b>GRAND TOTAL</b>	<b>80.00</b>		<b>\$1,332,689.20</b>	<b>80.00</b>		<b>\$1,255,447.64</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>
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**Is prescription drug coverage provided by the SHBP (Yes or No)?**

<b>YES</b>
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**USER FRIENDLY BUDGET SECTION - OUTSTANDING DEBT; PER CAPITA AND BUDGET IMPACT**

	Gross	Deductions	Net	Current Year	2022	2023	All Additional Future
	Debt		Debt	Budget	Budget	Budget	Years' Budgets
Local School Debt	\$2,798,000.00	\$2,798,000.00	\$0.00				
Regional School Debt	\$7,759,636.00	\$7,759,636.00	\$0.00				
Utility Fund Debt							
Arts and Culture			\$0.00				
0			\$0.00				
0			\$0.00				
0			\$0.00				
0			\$0.00				
0			\$0.00				
<u>Municipal Purposes</u>							
Debt Authorized	\$3,978,250.00	\$0.00	\$3,978,250.00				
Notes Outstanding			\$0.00				
Bonds Outstanding	\$6,225,000.00		\$6,225,000.00				
Loans and Other Debt			\$0.00				
<b>Total (Current Year)</b>	<b>\$20,760,886.00</b>	<b>\$10,557,636.00</b>	<b>\$10,203,250.00</b>				
Population (2010 census)	8,624						
Per Capita Gross Debt	\$2,407.34						
Per Capita Net Debt	\$1,183.12						
3 Yr. Average Property Valuation		\$888,768,072.00					
Net Debt as % of 3 Year Avg Property Valuation		1.15%					
Utility Fund - Principal							
Utility Fund - Interest							
Bond Anticipation Notes - Principal							
Bond Anticipation Notes - Interest							
Bonds - Principal	\$595,000.00			\$605,000.00	\$620,000.00	\$620,000.00	\$4,405,000.00
Bonds - Interest	\$204,000.00			\$186,631.26	\$166,881.26	\$166,881.26	\$593,793.80
Loans & Other Debt - Principal							
Loans & Other Debt - Interest							
<b>Total</b>	<b>\$799,000.00</b>			<b>\$791,631.26</b>	<b>\$786,881.26</b>	<b>\$786,881.26</b>	<b>\$4,998,793.80</b>
Total Principal	\$595,000.00			\$605,000.00	\$620,000.00	\$620,000.00	\$4,405,000.00
Total Interest	\$204,000.00			\$186,631.26	\$166,881.26	\$166,881.26	\$593,793.80
% of Total Current Year Budget	6.02%						
<b>Description</b>	<b>Debt Not Listed Above</b>						
Total Guarantees - Governmental							
Total Guarantees - Other							
Total Capital/Equipment Leases							
Total Other							
<b>Bond Rating</b>	<b>Moody's</b>	<b>Standard &amp; Poors</b>	<b>Fitch</b>				
Rating	Aa2	AA-					
Year of Last Rating	2016	2018					
<b>Mark "X" if Municipality has no bond rating</b>							







**USER FRIENDLY BUDGET SECTION - Notes**

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