



# State of New Jersey Local Government Services

Year:  **Municipal User Friendly Budget**

**MUNICIPALITY:**

**Municode:**

**Filename:** 0804\_fba\_2024.xlsm

**Website:**

**Phone Number:**

**Mailing Address:**

**Municipality:**

**State:**

**Zip:**

### Mayor

First Name	Middle Name	Last Name	Term Expires	Business Email
Carolyn		King-Sammons	12/31/2024	csammons@elktownshipnj.gov

### Chief Administrative Officer

Carolyn		King-Sammons		csammons@elktownshipnj.gov
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### Chief Financial Officer

Stephen		Considine		elkcfo@gmail.com
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### Municipal Clerk

Debora		Pine		dpine@elktownshipnj.gov
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### Registered Municipal Accountant

Michael		Holt		mhold@hpacpainc.com
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### Governing Body Members

First Name	Middle Name	Last Name	Term Expires	Business Email
Christine		Cowan	12/31/2024	ccowan@elktownshipnj.gov
Nate		Lucas	12/31/2025	nlucas@elktownshipnj.gov
Donna		Nicholson	12/31/2024	dnicholson@elktownshipnj.gov
James		Rambo	12/31/2026	jrambo@elktownshipnj.gov

**Government Type:**

**Election Type:**

**USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN**

**2023 Calendar Year Property Tax Levies - ALL entities levying property taxes**

	Calendar Year Tax Rate	Calendar Year Tax Levy	% of Total Levy	Avg Residential Taxpayer Impact
Municipal Purpose Tax	0.936	\$3,600,118.32	25.80%	\$1,978.44
Municipal Library			0.00%	\$0.00
Municipal Open Space			0.00%	\$0.00
Municipal Arts and Culture			0.00%	\$0.00
Fire Districts (avg. rate/total levies)			0.00%	\$0.00
Other Special Districts (total levies)			0.00%	\$0.00
Local School District	0.949	\$3,651,015.00	26.16%	\$2,005.91
Regional School District	0.994	\$3,823,587.00	27.40%	\$2,101.03
County Purposes	0.663	\$2,547,147.65	18.25%	\$1,401.39
County Library	0.046	\$174,346.71	1.25%	\$97.23
County Board of Health			0.00%	\$0.00
County Open Space	0.041	\$157,754.93	1.13%	\$86.66
Other County Levies (total)			0.00%	\$0.00
<b>Total (Calendar Year 2023 Budget)</b>	<b>3.629</b>	<b>\$13,953,969.61</b>	<b>100.00%</b>	<b>\$7,670.67</b>

Total Taxable Valuation as of October 1, 2023 \$384,584,500.00  
 (To be used to calculate the current year tax rate)  
 Current Year Average Residential Assessment \$211,371.32

**Prior Year to Current Year Comparison**

**Comparison - Municipal Purposes Tax Rate**

Prior Year	Current Year	% Change (+/-)
0.936	0.936	0.00%

**Comparison - Municipal Purposes Tax Levy**

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$3,600,118.32	\$3,640,719.64	1.13%	\$40,601.32

**Comparison - Impact on Avg. Residential Tax Payment (Municipal Purposes Only)**

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$1,978.44	\$1,978.44	0.00%	\$0.00

**Current Year 2024 Budget**

Taxes	Actual/Estimated	Tax Levy
Municipal Purpose Tax	ACTUAL	\$3,640,719.64
Municipal Library		
Municipal Open Space		
Municipal Arts and Culture		
Fire Districts (total levies)		
Other Special Districts (total levies)		
Local School District	ESTIMATED	\$3,724,035.30
Regional School District	ESTIMATED	\$3,900,058.74
County Purposes	ESTIMATED	\$2,598,090.60
County Library	ESTIMATED	\$177,833.64
County Board of Health		
County Open Space	ESTIMATED	\$160,910.03
Other County Levies (total)		
<b>Total ESTIMATED amount to be raised by taxes</b>		<b>\$14,201,647.95</b>

Revenue Anticipated, Excluding Tax Levy	2,688,340.29
Budget Appropriations, before Reserve for Uncollected Taxes	5,863,955.96
Total Non-Municipal Tax Levy	10,560,928.31
Amount to be Raised by Taxes - Before RUT	13,736,543.98
Reserve for Uncollected Taxes (RUT)	465,838.13
Total Amount to be Raised by Taxes	14,202,382.11

% of Tax Collections used to Calculate RUT 96.72%

If % used exceeds the actual collection % then reference the statutory exception used

**Tax Collections - ACTUAL as of Prior Year**

Total Tax Revenue, Collections CY 2023	13,668,107.05
Total Tax Levy, CY 2023	14,057,953.86
% of Taxes Collected, CY 2023	97.23%

Delinquent Taxes - December 31, 2023 \$297,603.21

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	35.58%	\$349,000.00	\$981,000.00	\$1,330,000.00	\$1,330,000.00							
08	Local Revenue	-5.92%	(\$10,380.36)	\$175,380.36	\$165,000.00	\$165,000.00							
09	State Aid (without offsetting appropriation)	5.40%	\$20,707.79	\$383,719.20	\$404,426.99	\$404,426.99							
08	Uniform Construction Code Fees	-1.82%	(\$1,868.00)	\$102,868.00	\$101,000.00	\$101,000.00							
<b>Special Revenue Items w/ Prior Written Consent</b>													
11	Shared Services Agreements	20.47%	\$22,365.00	\$109,242.00	\$131,607.00	\$131,607.00							
08	Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00		\$0.00								
10	Public and Private Revenue	-88.50%	(\$1,931,810.94)	\$2,182,907.24	\$251,096.30	\$251,096.30							
08	Other Special Items	-100.00%	(\$218,390.94)	\$218,390.94	\$0.00	\$0.00							
15	Receipts from Delinquent Taxes	-18.94%	(\$71,311.08)	\$376,521.08	\$305,210.00	\$305,210.00							
<b>Amount to be raised by taxation</b>													
07	Local Tax for Municipal Purposes	-5.55%	(\$213,882.17)	\$3,854,601.81	\$3,640,719.64	\$3,640,719.64							
07	Minimum Library Tax	#DIV/0!	\$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								
	<b>Total</b>	<b>-24.52%</b>	<b>(\$2,055,570.70)</b>	<b>\$8,384,630.63</b>	<b>\$6,329,059.93</b>	<b>\$6,329,059.93</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	1.00	8.00	2.10%	\$11,051.67	\$526,573.80	\$537,625.47	\$512,530.00	\$25,095.47						
21	Land-Use Administration	1.00	1.00	7.16%	\$5,900.00	\$82,450.00	\$88,350.00	\$88,350.00							
22	Uniform Construction Code	0.00	4.00	0.00%	\$0.00	\$88,250.00	\$88,250.00	\$88,250.00							
23	Insurance	0.00	0.00	1.52%	\$10,740.00	\$704,760.00	\$715,500.00	\$715,500.00							
25	Public Safety	15.00	5.00	7.28%	\$134,137.51	\$1,842,893.32	\$1,977,030.83	\$1,970,315.00	\$6,715.83						
26	Public Works	1.00	2.00	-68.08%	(\$1,792,807.74)	\$2,633,192.74	\$840,385.00	\$621,100.00	\$219,285.00						
27	Health and Human Services	0.00	0.00	0.00%	\$0.00	\$4,450.00	\$4,450.00	\$4,450.00							
28	Parks and Recreation	0.00	0.00	-74.86%	(\$67,000.00)	\$89,500.00	\$22,500.00	\$22,500.00							
29	Education (including Library)	0.00	0.00	#DIV/0!	\$0.00		\$0.00								
30	Unclassified	0.00	0.00	#DIV/0!	\$0.00		\$0.00								
31	Utilities and Bulk Purchases	0.00	0.00	4.68%	\$8,500.00	\$181,500.00	\$190,000.00	\$190,000.00							
32	Landfill / Solid Waste Disposal	0.00	0.00	-12.05%	(\$32,209.00)	\$267,209.00	\$235,000.00	\$235,000.00							
35	Contingency	0.00	0.00	0.00%	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00							
36	Statutory Expenditures	0.00	0.00	8.82%	\$48,175.00	\$546,173.00	\$594,348.00	\$594,348.00							
37	Judgements	0.00	0.00	#DIV/0!	\$0.00		\$0.00								
42	Shared Services	0.00	0.00	5.08%	\$6,365.00	\$125,242.00	\$131,607.00	\$131,607.00							
43	Court and Public Defender	2.00	2.00	11.68%	\$9,715.00	\$83,208.00	\$92,923.00	\$92,923.00							
44	Capital	0.00	0.00	38.67%	\$58,000.00	\$150,000.00	\$208,000.00	\$208,000.00							
45	Debt	0.00	0.00	-60.47%	(\$198,142.00)	\$327,650.00	\$129,508.00	\$129,508.00							
46	Deferred Charges	0.00	0.00	#DIV/0!	\$7,478.66		\$7,478.66	\$7,478.66							
48	Debt - Type 1 School District	0.00	0.00	#DIV/0!	\$0.00		\$0.00								
50	Reserve for Uncollected Taxes	0.00	0.00	-17.15%	(\$96,253.08)	\$561,357.05	\$465,103.97	\$465,103.97							
55	Surplus General Budget	0.00	0.00	#DIV/0!	\$0.00		\$0.00								
	<b>Total</b>	<b>20.00</b>	<b>22.00</b>	<b>-22.96%</b>	<b>(\$1,886,348.98)</b>	<b>\$8,215,408.91</b>	<b>\$6,329,059.93</b>	<b>\$6,077,963.63</b>	<b>\$251,096.30</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>



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

<b>Property Tax Assessments - Taxable Properties (October 1, 2023 Value)</b>				<b>Property Tax Assessments - Exempt Properties (October 1, 2023 Value)</b>							
	# of Parcels	Assessed Value	% of Total		# of Parcels	Assessed Value	% of Total				
1 Vacant Land	418	\$14,204,700.00	3.69%	15A Public Schools	1	\$5,641,100.00	18.25%				
2 Residential	1,461	\$308,813,500.00	80.30%	15B Other Schools			0.00%				
3A/3B Farm	374	\$28,684,300.00	7.46%	15C Public Property	127	\$7,453,800.00	24.12%				
4A Commercial	42	\$31,692,800.00	8.24%	15D Church and Charities	21	\$10,077,200.00	32.61%				
4B Industrial	1	\$1,189,200.00	0.31%	15E Cemeteries & Graveyards	2	\$207,400.00	0.67%				
4C Apartments			0.00%	15F Other Exempt	31	\$7,524,600.00	24.35%				
5A/5B Railroad			0.00%								
6A/6B Business Personal Property			0.00%								
<b>Total</b>	<b>2,296</b>	<b>\$384,584,500.00</b>	<b>100.00%</b>	<b>Total</b>	<b>182</b>	<b>\$30,904,100.00</b>	<b>100.00%</b>				
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Average Ratio (%), Assessed to True Value</td> <td align="right">71.34%</td> </tr> <tr> <td>Equalized Valuation, Taxable Properties</td> <td align="right">\$539,086,767.59</td> </tr> </table>				Average Ratio (%), Assessed to True Value	71.34%	Equalized Valuation, Taxable Properties	\$539,086,767.59	Percentage of Exempt vs. Non-Exempt Properties <u>8.04%</u>			
Average Ratio (%), Assessed to True Value	71.34%										
Equalized Valuation, Taxable Properties	\$539,086,767.59										
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Total # of property tax appeals filed in 2023</td> <td style="width: 50%;">County Tax Board</td> </tr> <tr> <td></td> <td>State Tax Court</td> </tr> </table>				Total # of property tax appeals filed in 2023	County Tax Board		State Tax Court				
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	State Tax Court										
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<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Amount paid out by municipality for tax appeals in 2023</td> <td></td> </tr> </table>				Amount paid out by municipality for tax appeals in 2023							
Amount paid out by municipality for tax appeals in 2023											

<b>Prior Budget Year's Payments in Lieu of Tax (PILOT) - 5 Year Exemptions/Abatements</b>				
	# of Parcels	PILOT Billing/Revenue	Assessed Value	Taxes if Billed in Full 2023 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	0.00	3.00	3,680.00	\$3,680.00				
Supervisory Staff (Department Heads & Managers)	2.00	2.00	360,700.00	\$275,600.00	\$0.00	\$5,000.00	\$59,000.00	\$21,100.00
Police Officers (Including Superior Officers)	15.00	2.00	2,111,200.00	\$1,100,000.00	\$365,000.00	\$50,000.00	\$395,000.00	\$201,200.00
Fire Fighters (Including Superior Officers)	0.00	0.00	0.00					
All Other Union Employees not listed above	0.00	0.00	0.00					
All Other Non-Union Employees not listed above	3.00	15.00	520,100.00	\$405,000.00	\$7,500.00	\$9,000.00	\$58,000.00	\$40,600.00
<b>Totals</b>	<b>20.00</b>	<b>22.00</b>	<b>2,995,680.00</b>	<b>\$1,784,280.00</b>	<b>\$372,500.00</b>	<b>\$64,000.00</b>	<b>\$512,000.00</b>	<b>\$262,900.00</b>

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**

	<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>Active Employees - Health Benefits - Annual Cost</b>						
Single Coverage	9.00	\$13,488.00	\$121,392.00	9.00	\$13,817.50	\$124,357.50
Parent & Child	3.00	\$25,680.00	\$77,040.00	2.00	\$25,864.00	\$51,728.00
Employee & Spouse (or Partner)	3.00	\$32,064.00	\$96,192.00	4.00	\$36,138.00	\$144,552.00
Family	5.00	\$40,704.00	\$203,520.00	3.00	\$39,754.00	\$119,262.00
Employee Cost Sharing Contribution (enter as negative - )			(\$80,000.00)			(\$72,000.00)
<b>Subtotal</b>	<b>20.00</b>		<b>\$418,144.00</b>	<b>18.00</b>		<b>\$367,899.50</b>
<b>Elected Officials - Health Benefits - Annual Cost</b>						
Single Coverage	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Parent & Child	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Employee & Spouse (or Partner)	0	\$0.00	\$0.00	0	\$0.00	\$0.00
Family	0	\$0.00	\$0.00	0	\$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>Retirees - Health Benefits - Annual Cost</b>						
Single Coverage	4	\$7,248.00	\$28,992.00	3	\$4,708.00	\$14,124.00
Parent & Child	0	\$0.00	\$0.00			\$0.00
Employee & Spouse (or Partner)	4	\$19,116.00	\$76,464.00	5	\$18,609.00	\$93,045.00
Family	1	\$24,720.00	\$24,720.00			\$0.00
Employee Cost Sharing Contribution (enter as negative - )						
<b>Subtotal</b>	<b>9.00</b>		<b>\$130,176.00</b>	<b>8.00</b>		<b>\$107,169.00</b>
<b>GRAND TOTAL</b>	<b>29.00</b>		<b>\$548,320.00</b>	<b>26.00</b>		<b>\$475,068.50</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)?**

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









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

			Current Year	2025	2026	All Additional Future
Gross Debt	Deductions	Net Debt	Budget	Budget	Budget	Years' Budgets
Local School Debt	\$145,000.00	\$145,000.00	\$0.00			
Regional School Debt	\$1,693,856.98	\$1,693,856.98	\$0.00			
<u>Utility Fund Debt</u>						
		\$0.00				
		\$0.00				
		\$0.00				
		\$0.00				
		\$0.00				
		\$0.00				
		\$0.00				
		\$0.00				
<u>Municipal Purposes</u>						
Debt Authorized (BNI)	\$182,250.00	\$182,250.00				
Notes Outstanding	\$695,875.00	\$695,875.00				
Bonds Outstanding	\$0.00	\$0.00				
Loans and Other Debt		\$0.00				
<b>Total (Current Year)</b>	<b>\$2,716,981.98</b>	<b>\$1,838,856.98</b>	<b>\$878,125.00</b>			
Population (2020 census)	4,424					
Per Capita Gross Debt	\$614.15					
Per Capita Net Debt	\$198.49					
3 Year Average Property Valuation		\$483,237,372.67				
Net Debt as % of 3 Year Average Property Valuation		0.18%				
Utility Fund - Principal						
Utility Fund - Interest						
Bond Anticipation Notes - Principal			\$101,508.00			
Bond Anticipation Notes - Interest			\$28,000.00			
Bonds - Principal						
Bonds - Interest						
Loans & Other Debt - Principal						
Loans & Other Debt - Interest						
<b>Total</b>			\$129,508.00	\$0.00	\$0.00	\$0.00
Total Principal			\$101,508.00	\$0.00	\$0.00	\$0.00
Total Interest			\$28,000.00	\$0.00	\$0.00	\$0.00
% of Total Current Year Budget			2.05%			
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 &amp; Poors</u>	<u>Fitch</u>			
Rating		AA				
Year of Last Rating		2023				
<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)
