

**Township of Teaneck  
Proposed  
2013  
Municipal Budget**

# Proposed 2013 Municipal Budget

## Budget Preparation Process

1. Department Head Requests
2. Manager/CFO Review
3. Manager/CFO/Department Head Public Hearings
4. Public Input at Council Meeting
5. Manager/CFO final review
6. Manager's presentation to Council of proposed budget appropriations and estimated revenues

# Proposed 2013 Municipal Budget

## Budget Preparation Process

7. Council review and public hearings
8. Auditor's Revenue and tax levy cap projections
9. Auditor's review and recommendations
10. Council introduction of budget by statutory date of February 10, 2013 (no revised date is available at this time)
11. Hearing and adoption of budget by statutory date of March 20, 2013 (no revised date is available at this time)

# Assumptions

2013 Budget is dependent upon:

- Council determination of 2013 Municipal Budget Appropriations
- Fund Balance (Surplus) available for 2013
- 2012 Municipal Revenues' Analysis and 2013 Revenue Anticipations
- State Aid allocations for 2013
- Receipt of Municipal Information Sheet issued by Division of Local Government Services
- BCUA Sewer Increase estimated at 5.99%

# Proposed 2013 Municipal Budget

Projected Increase:

Average home assessed at \$462,000

Increase in Taxes

Per year: \$150

Per month: \$12.50

Per Week: \$2.88

Per Day: \$0.41

Proposed budget or appropriations increase 2.99% or \$1,988,826.21

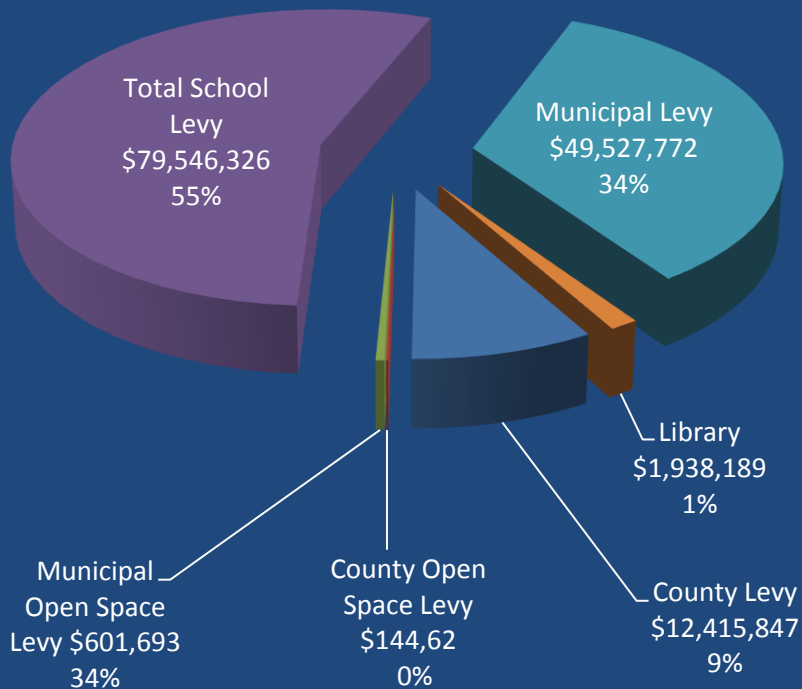
Tax Levy = Budget Appropriations Minus Revenues

No Tax Levy Cap Issue Expected

# 2012 Tax Breakdown

## Tax Breakdown

**Total Property Taxes:  
\$144,174,489**

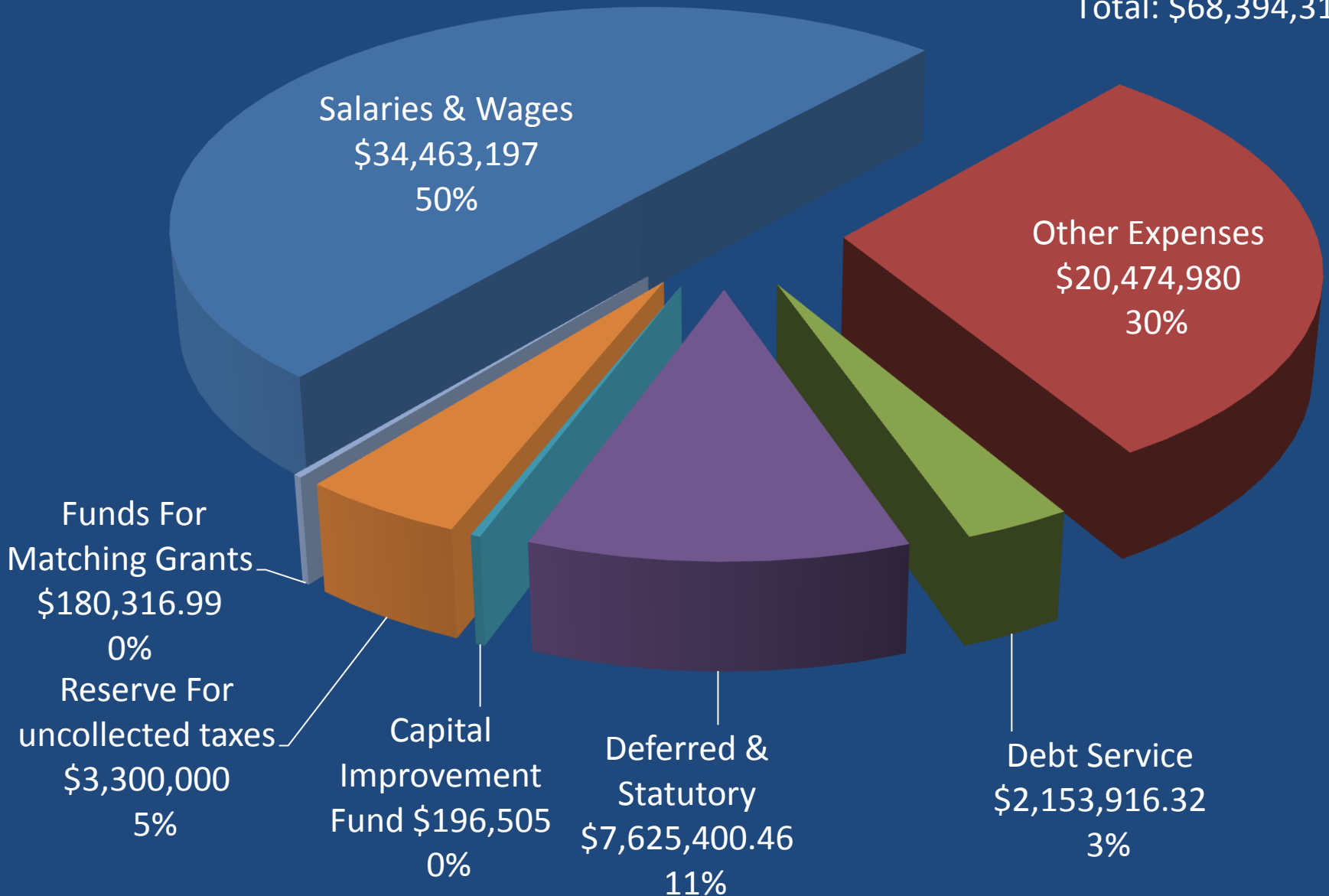


- Proposed budget refers to municipal portion of taxes only
- All taxes collected by the municipality for the taxing entity
- Taxes forwarded to taxing entity biweekly/quarterly

# 2013 Proposed Budget

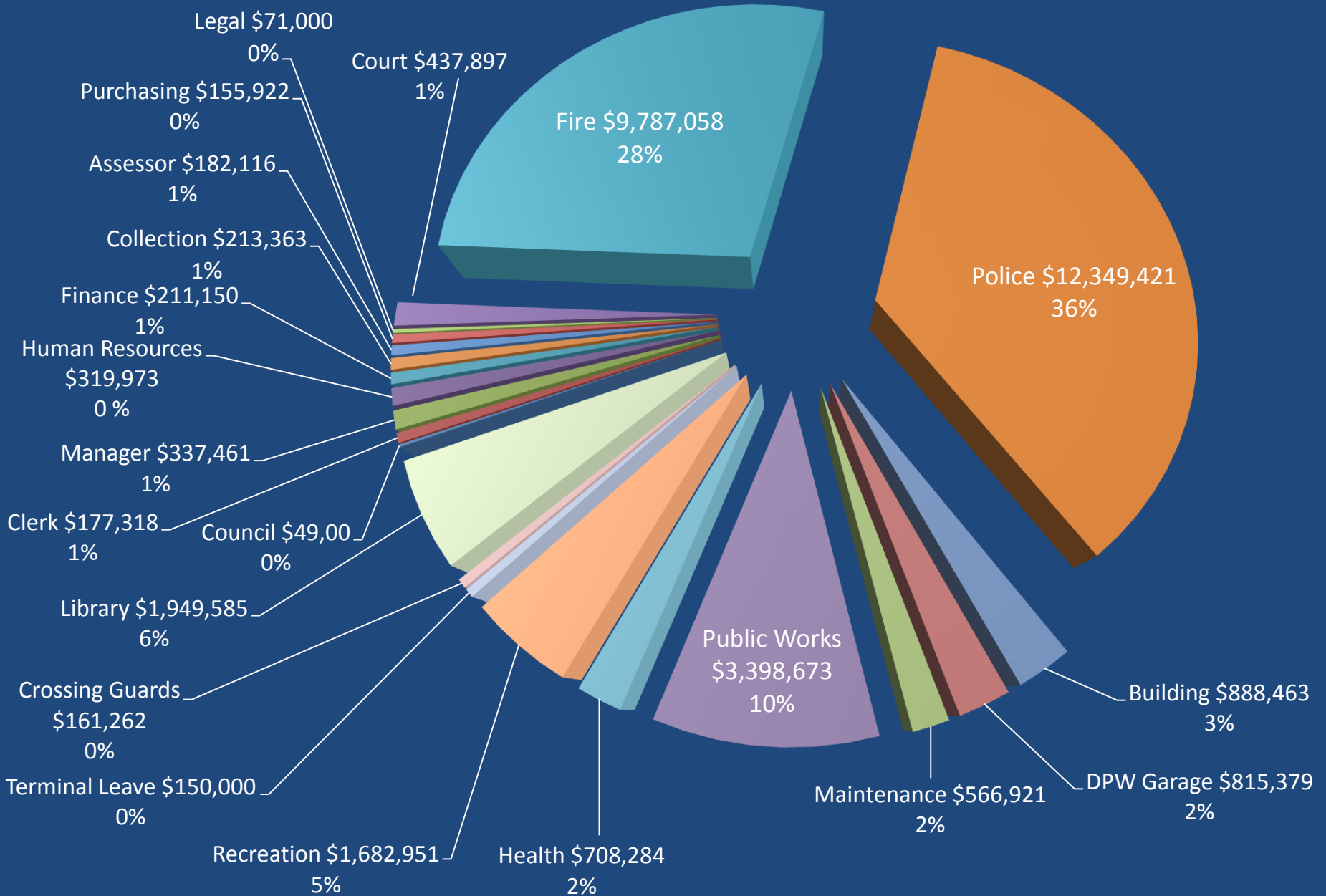
## Budget Appropriation Categories

Total: \$68,394,315.77



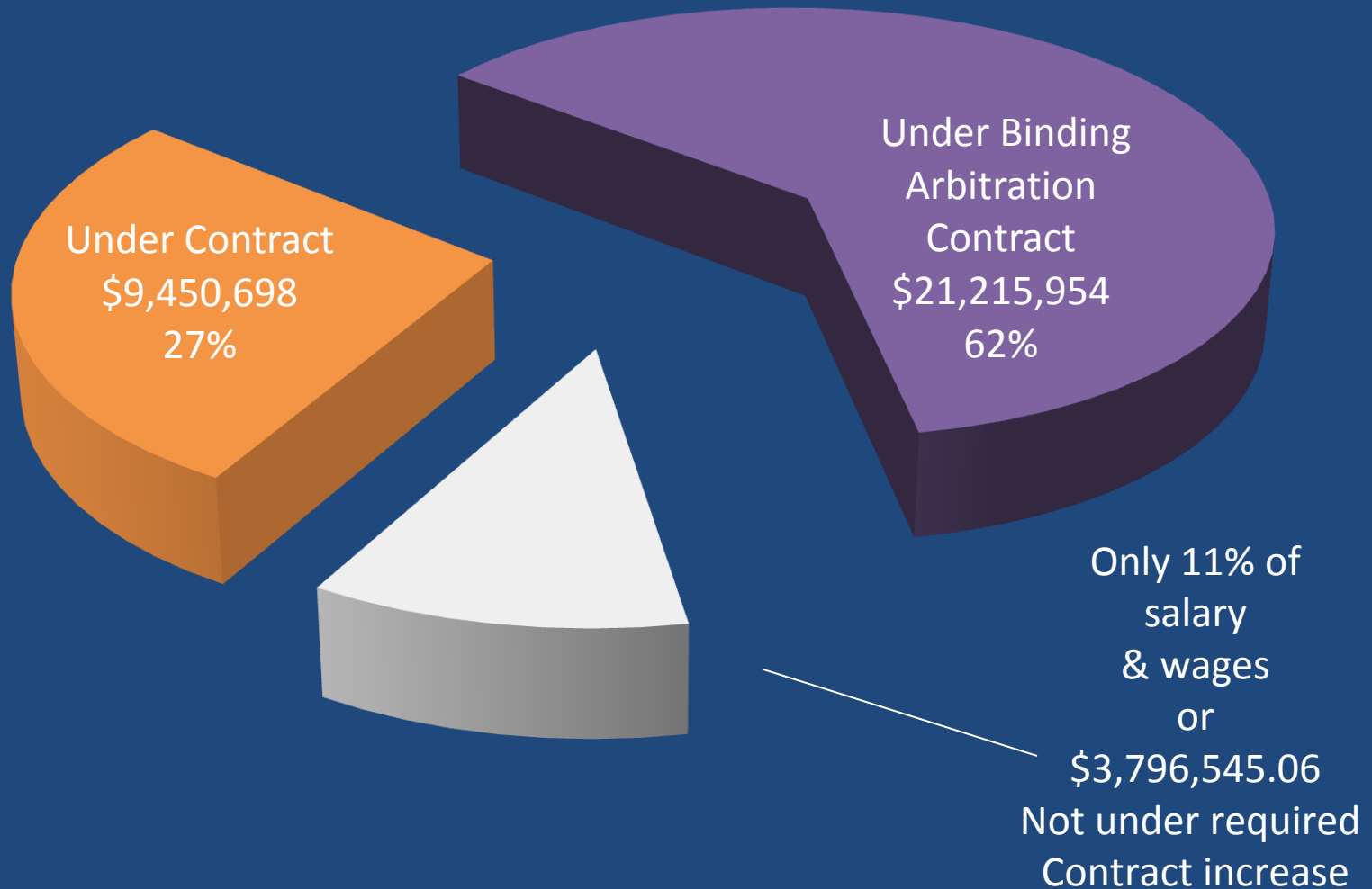
# Proposed Salaries & Wages

Total: \$34,613,197





# Salary & Wage Increases Required by Union Contract



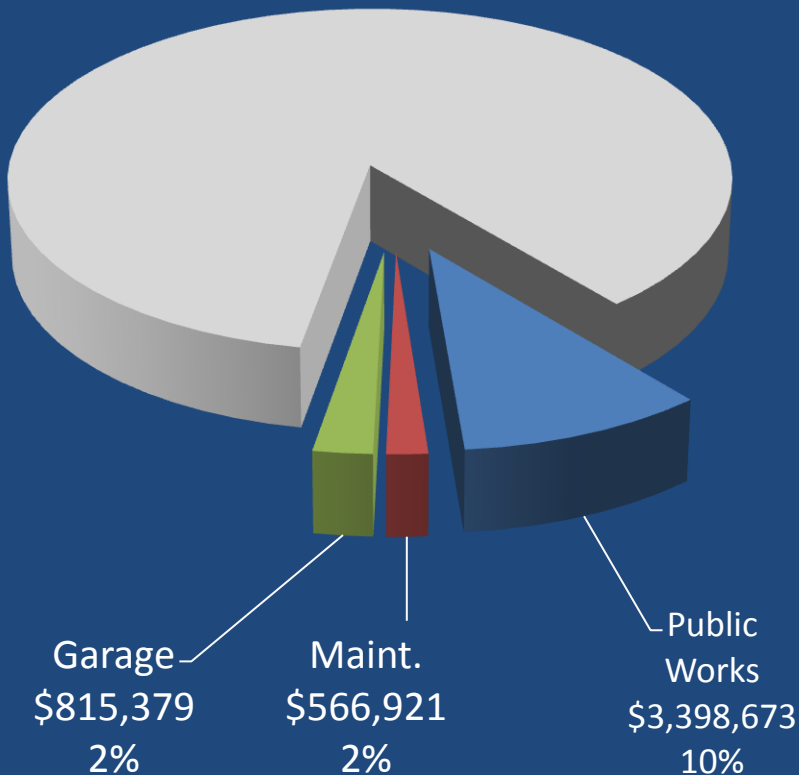
Total: \$34,463,197

# Salaries and Wages Summary and Recommendations

## Department of Public Works (DPW)

## 2013 Recommendations

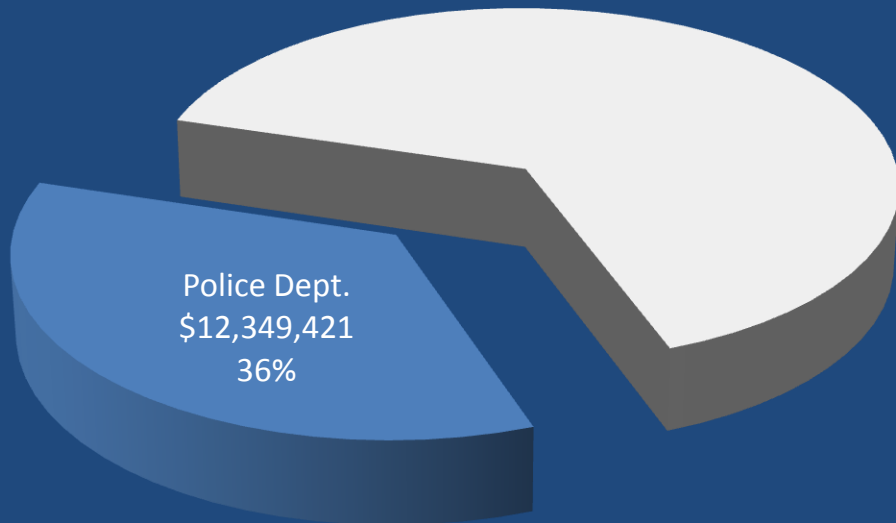
- Fill (4) vacant laborer positions
  - (1) Shop & Garage Laborer
  - (1) Buildings & Grounds Laborer
  - (2) Public Works Laborers



Total: \$4,780,973

# Salaries and Wages Summary and Recommendations

## Police



## 2013 Recommendations

- Authorized strength via ord. (115) uniformed officers
- Maintain strength at (96) sworn officers
- Current staffing level is (95) officers
- Fill (1) vacant Police Officer position
- Additional funds included for Parking Enforcement Officers (1 F/T, 4 P/T)

# Salaries and Wages Summary and Recommendations

## Fire

## 2013 Recommendations



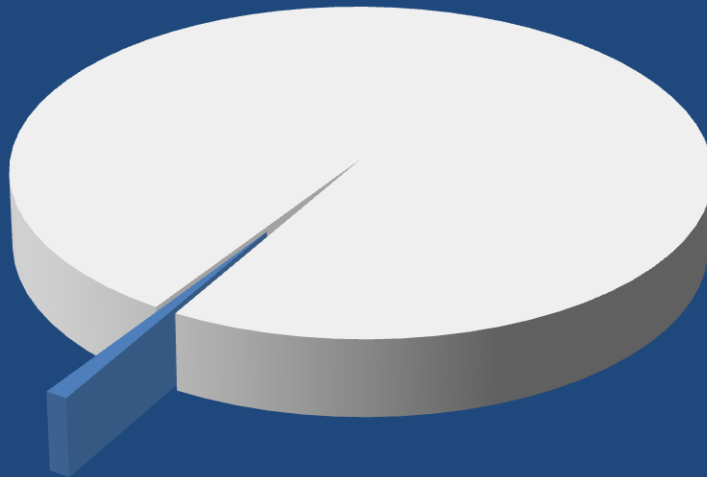
Fire Dept.  
\$9,787,058  
28%

- Current strength of 91 uniformed officers
- Fill (1) vacant entry-level Fire Fighter position
- Maintain Fire Department at 92 uniformed Fire Fighters

# Salaries and Wages Summary and Recommendations

## Manager's Office

## 2013 Recommendations



Manager  
\$337,461  
1%

- Do not fund Deputy Manager position in 2013, consider for 2014
- Part-time Receptionist position established and filled in 2012

# Salaries and Wages Summary and Recommendations

## Terminal Leave Trust

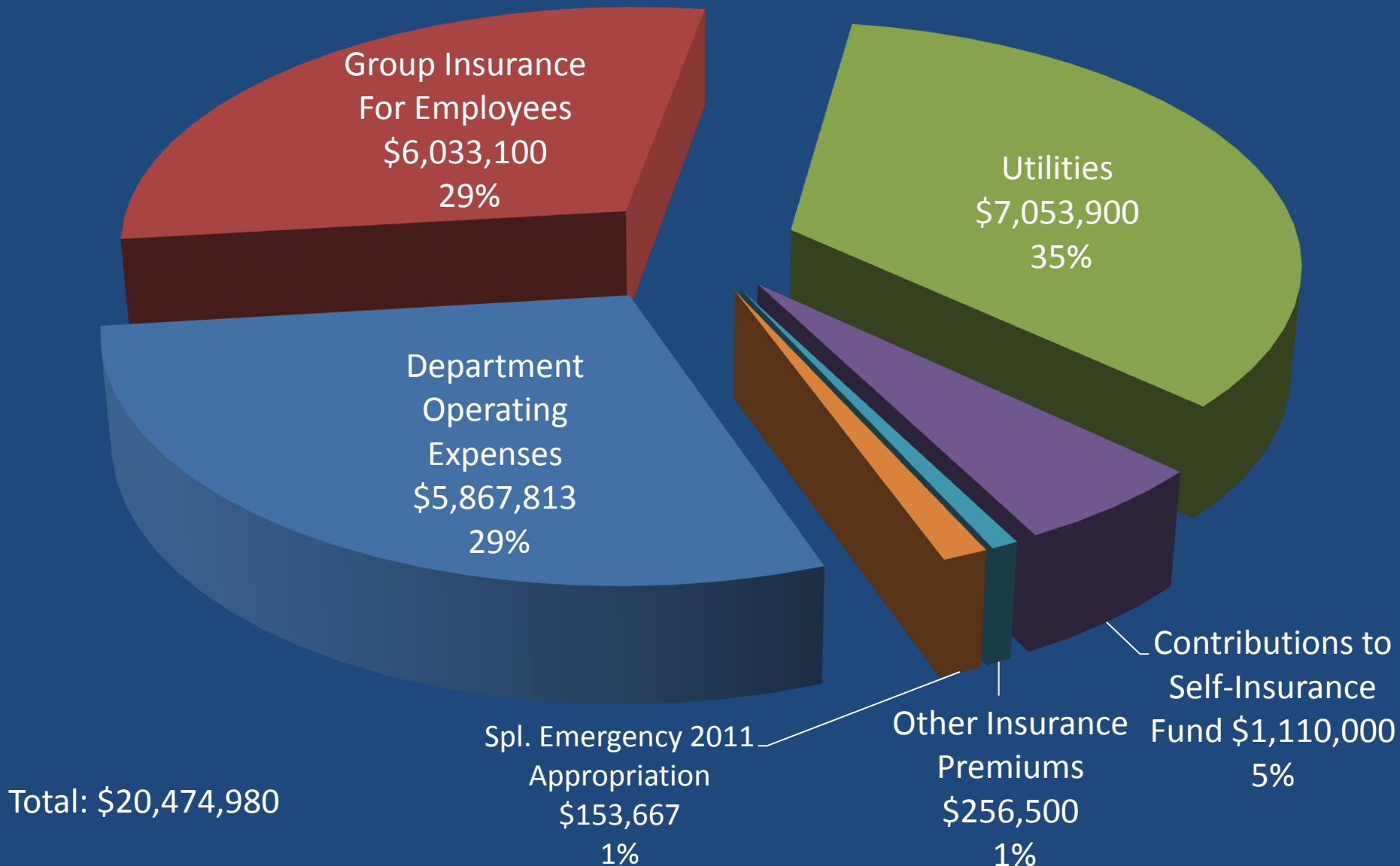
- Funding @ \$150k due to past and future retirement obligations

# Salaries and Wages Summary and Recommendations

## Overtime

Dept.	2013	2012	Change %	Change \$
Fire	\$425,000	\$400,000	6.25%	\$25,000
DPW	\$320,000	\$295,000	8.47%	\$25,000
Police	\$425,000	\$400,000	6.25%	\$25,000

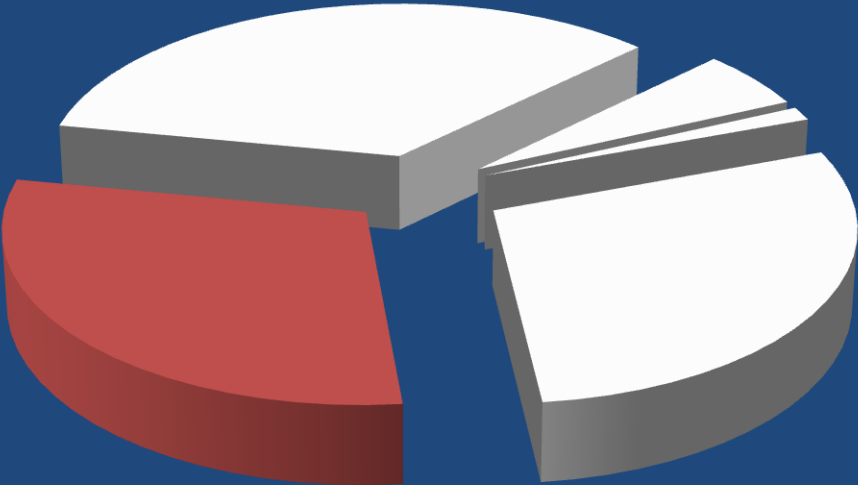
# Appropriations Other Expenses





# Group Insurance For Employees

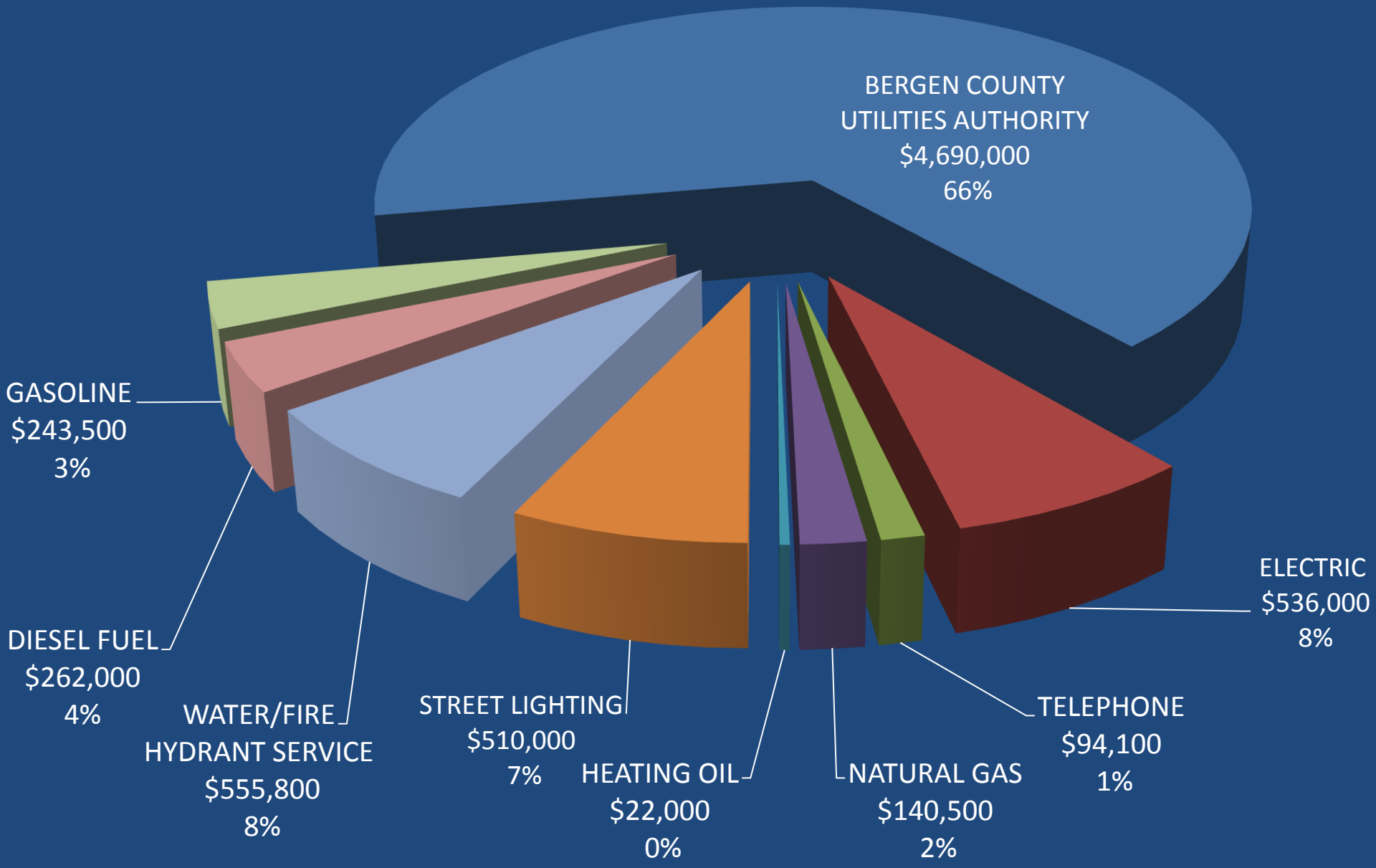
- Increased \$220,900 or 2.3%



Group  
Insurance  
For  
Employees  
\$6,033,100  
29%

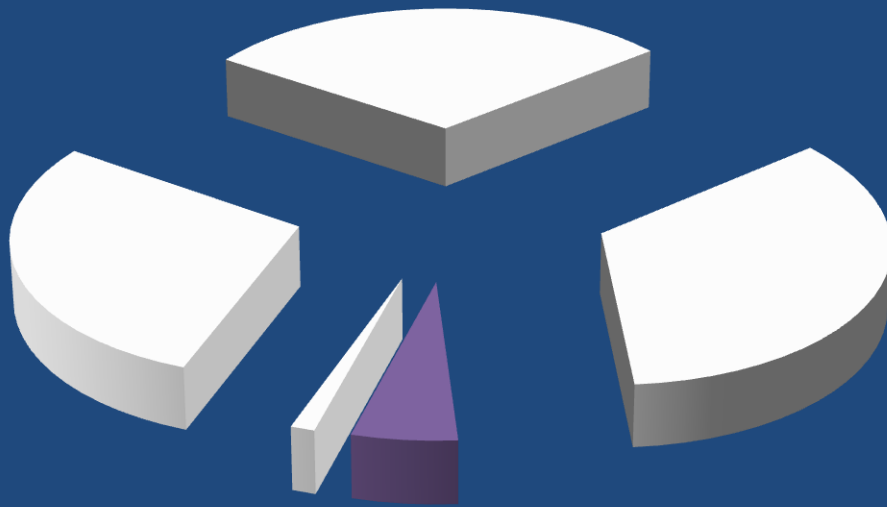
# Utilities

Total: \$7,053,900



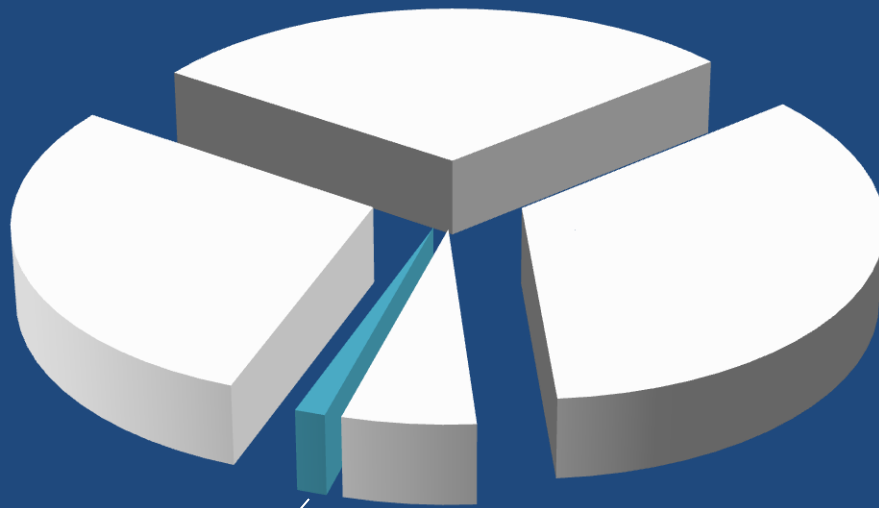
# Contributions to Self-Insurance Fund

- Up 5.4% or \$60,000 from 2012



Contributions  
to Self-  
Insurance  
Fund  
\$1,110,000  
5%

# Other Insurance Premiums



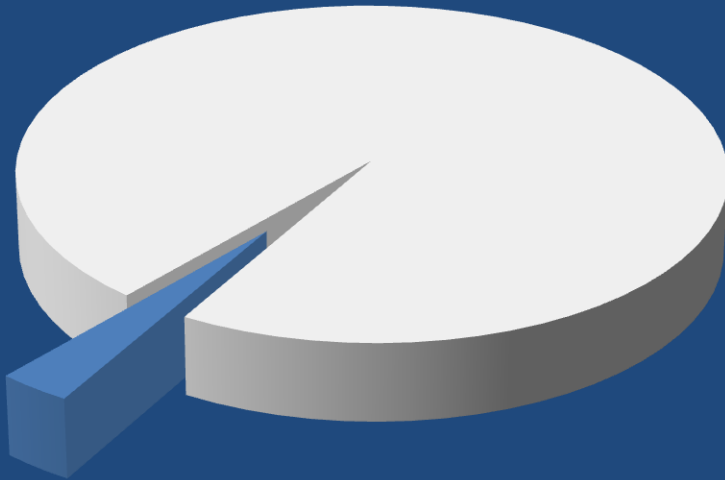
Other  
Insurance  
Premiums  
\$256,500  
1%

- Auto Liability and collision
- Employment Practices
- Public Officials
- Facilities

Budgeted 20%  
increase

# Debt Service

## Debt Service



Debt  
Service  
\$2,153,916  
3%

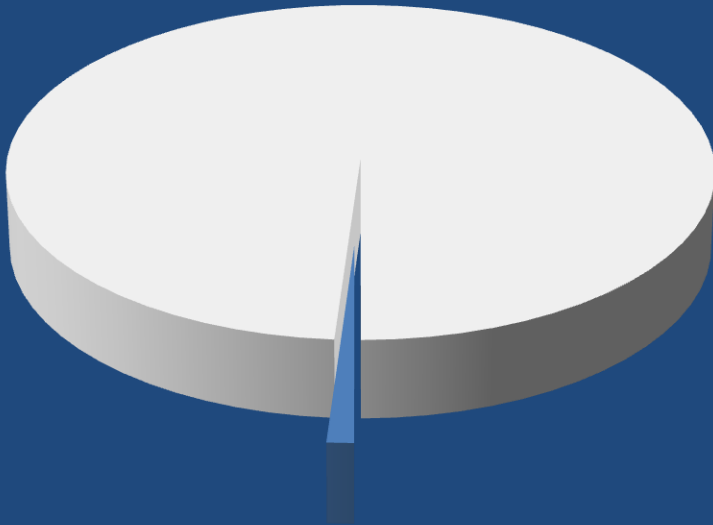
## Highlights

- Note Principal Increased \$92,063
- Note Interest Decreased \$131,802.28
- Bond Interest Increased \$288,304.50
- Bond principal Increased \$25,000
- Total increase of \$273,037.27 in Debt Service from 2012

# Deferred Charges

## Deferred Charges

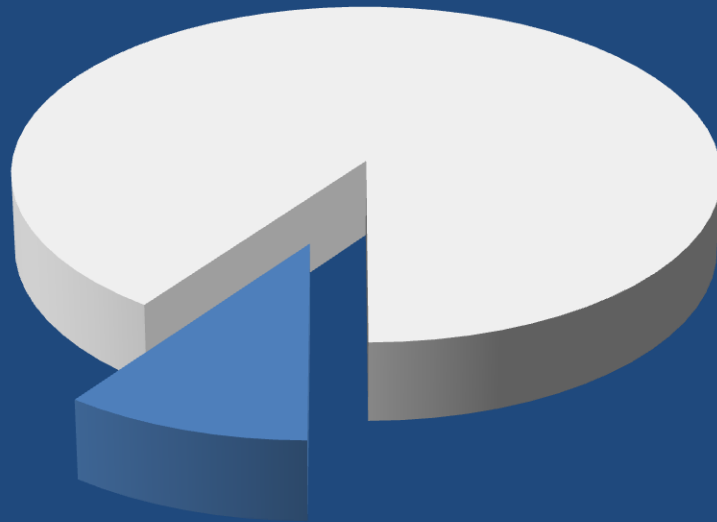
Tax appeal reserve \$600,000  
up from \$200,000 in 2012



Deferred  
Charges  
\$751,940  
1%

# Statutory Expenditures

## Statutory Expenditures



Statutory  
Exp.  
\$6,873,460  
10%

- PFRS Increased \$17,094
- PERS Increased \$17,289
- Social Security Increased \$41,000
- Total line item Increased \$75,383

# Capital Improvement Fund

Total Cost of Improvements

\$6,318,500

Funded by Capital Improvement

\$196,505

Capital Improvement Fund Review

January 17, 2013



# Reserve for Uncollected taxes

- Reserved amount \$3,300,000
- 2012 tax collection rate (TBD)
- 2011 tax collection rate 97.56%
- 2010 tax collection rate 98.1%
- 2009 tax collection rate 97.9%

# Other Expenses Budget Highlights

Category	2013 Proposed	2012 Adopted	\$ Change	% Change	Basis
Reserve for Tax Appeals	\$600,000	\$200,000	\$400,000	200%	- Tax appeals
252 Emergency Mgmt.	\$37,500	\$17,000	\$20,500	54.66%	- Resident Emergency prep. manual
900 Debt Service	\$2,153,916.32	\$1,880,879.05	\$273,037.27	14.52%	
455 BCUA	\$4,690,000	\$4,424,938.14	\$265,061.86	5.99%	- Estimated Increase

# Other Expenses Budget Highlights

Category	2013 Proposed	2012 Adopted	\$ Change	% Change	Basis
215 Maintenance Garage	\$470,795	\$447,245	\$23,550	5%	- Repair Costs
220 Group Insurance	\$6,033,100	\$5,812,200	\$220,900	3.66%	- Premium Increase
300 Public Works	\$1,774,715	\$1,920,165	(\$145,450)	(7.57%)	- Tree planting & trimming
460 Gasoline	\$243,500	\$275,500	(\$32,000)	(11.6%)	

# Other Expenses Budget Highlights

Category	2013 Proposed	2012 Adopted	\$ Change	% Change	Basis
Capital Improvement Fund	\$196,505	\$326,740	(\$130,235)	(39.85%)	
120 Township Clerk	\$84,175	\$144,425	(\$60,250)	(41.72%)	- Elections

# Other Expenses – Deferred Charges

Category	2013 Proposed	2012 Adopted	\$ Change	% Change
410 Deferred Charges	\$751,940	\$363,878 .32	\$388,062	52%

Basis:

Reserved additional \$400,000 for tax appeals

# Other Expenses – Self Insurance

Category	2013 Proposed	2012 Adopted	\$ Change	% Change
220 Self Insurance	\$1,110,000	\$1,050,000	\$60,000	5.4 %

## Basis:

- General Self Insurance Fund

Contribution (2013): \$560,000 up \$60,000

Estimated Fund Balance (1/2013): \$394,460  
approximately \$583,092 below 2012 starting balance

# Other Expenses – Self Insurance

Category	2013 Proposed	2012 Adopted	\$ Change	% Change
220 Self Insurance	\$550,000	\$550,000	0	0

## Basis:

- Worker's Compensation – Self-Insurance Fund
- Contribution (2013): \$550,00 same as 2012 covers P.O. Abraham claims
- Estimated Fund Balance (1/2013): \$85,842

# Other Expenses - Recreation

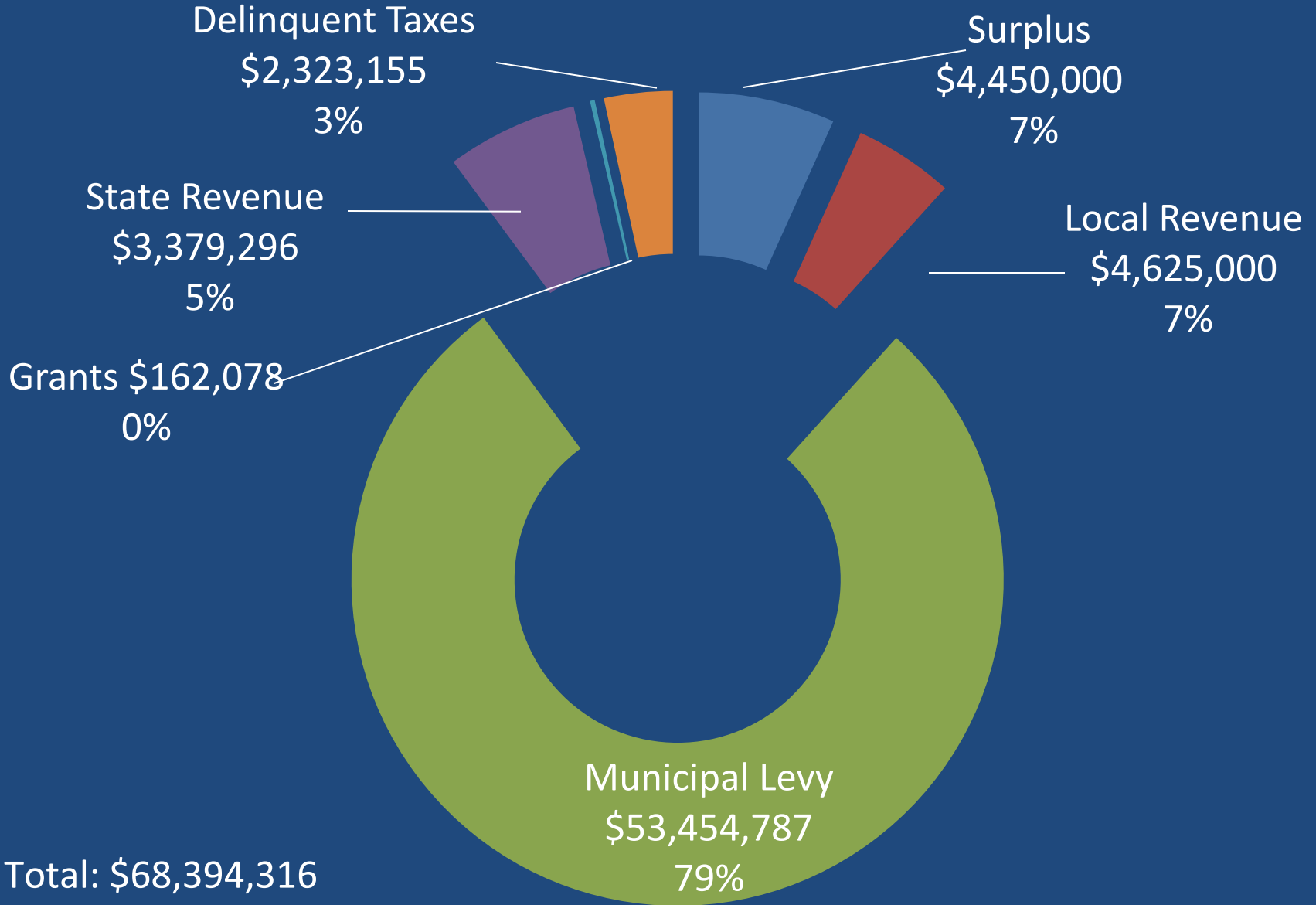
Category	2013 Proposed	2012 Adopted	\$ Change	% Change	Basis
370 Recreation	\$295,978	\$261,613	\$34,365	11.6 %	

## Basis:

- Online registration software
- Recreation programs
- Building maintenance and equipment

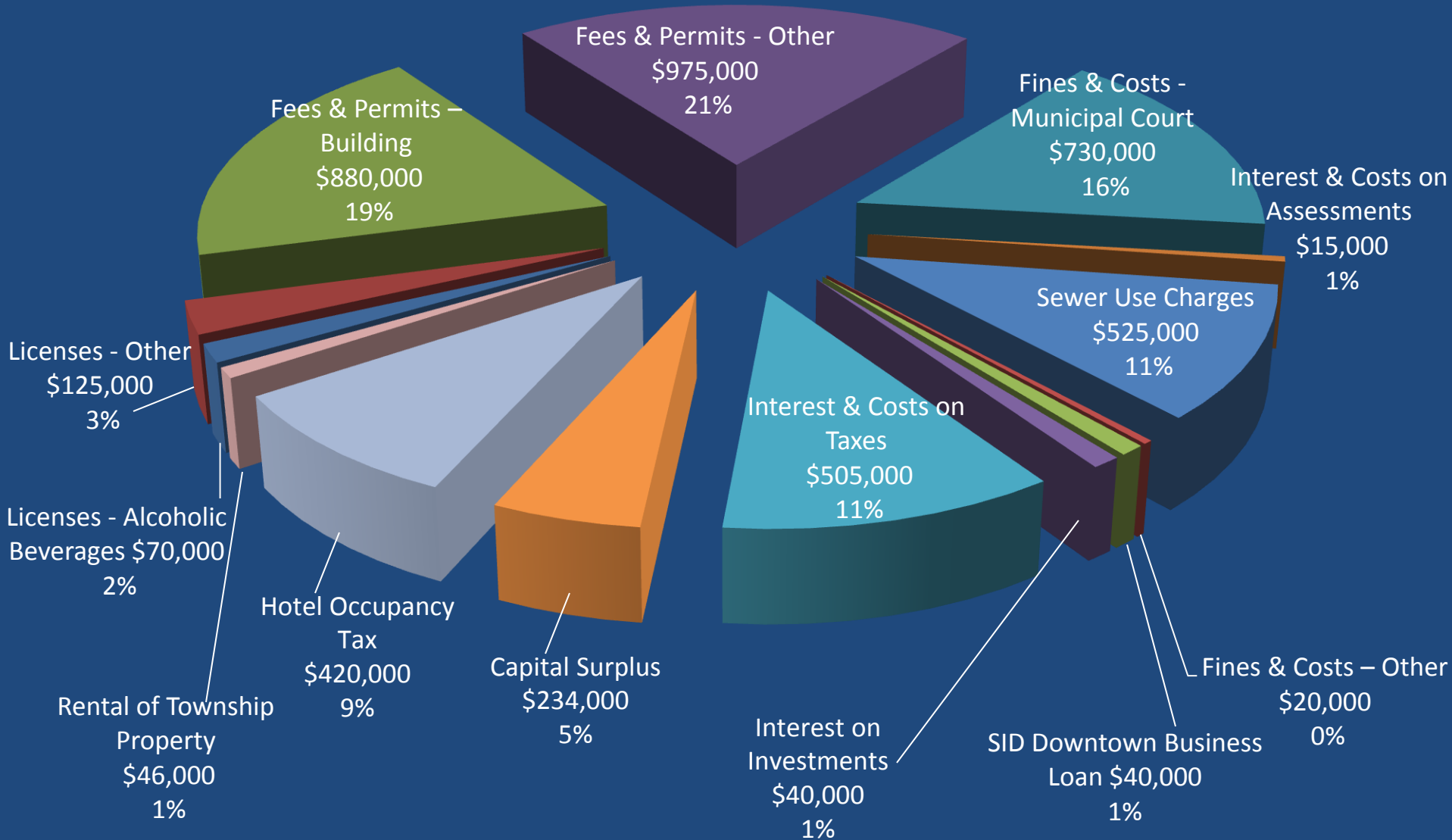


# Estimated Revenue



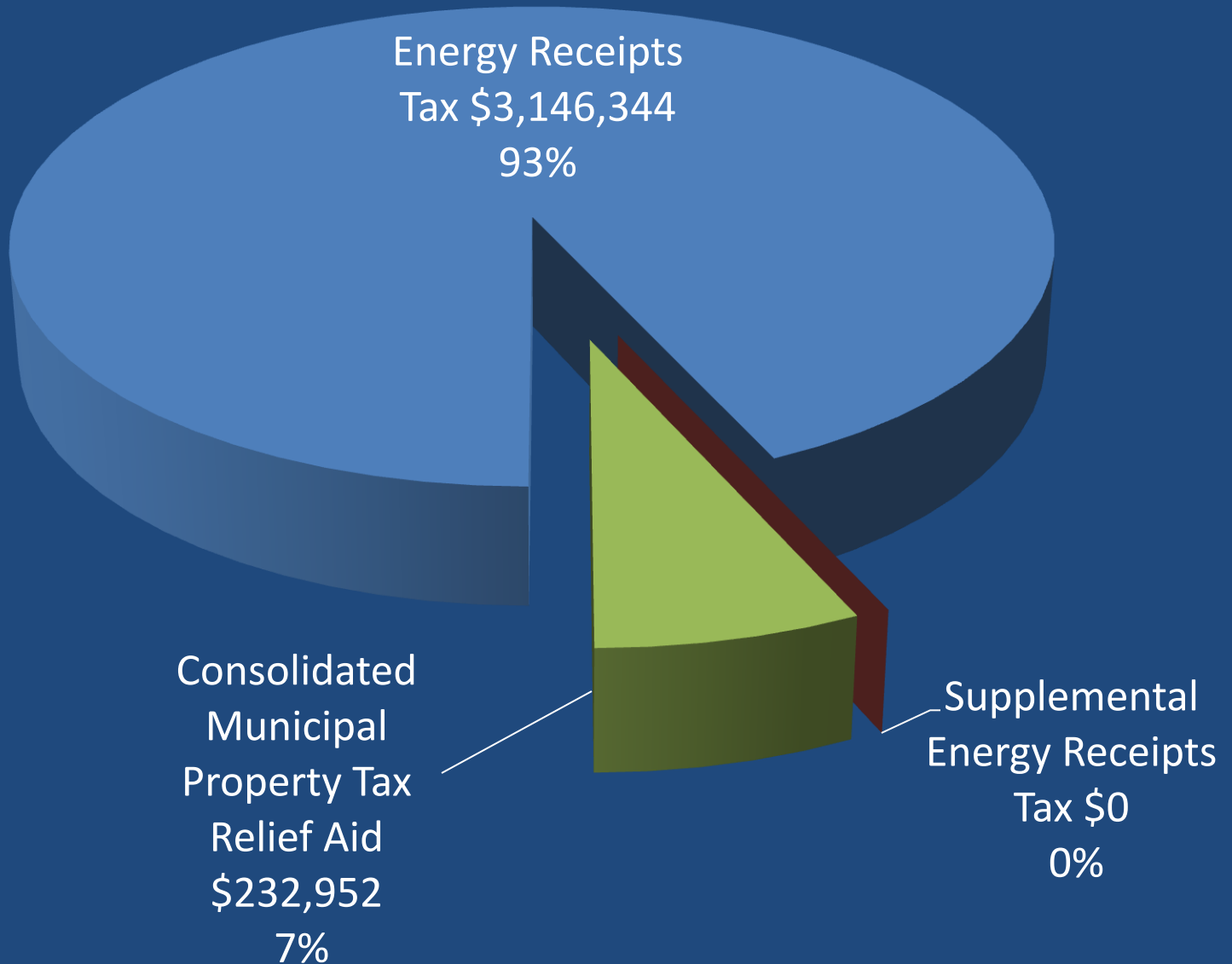
# Estimated Local Revenue

Total: \$4,625,000



# Estimated State Revenue

Total: \$3,379,296

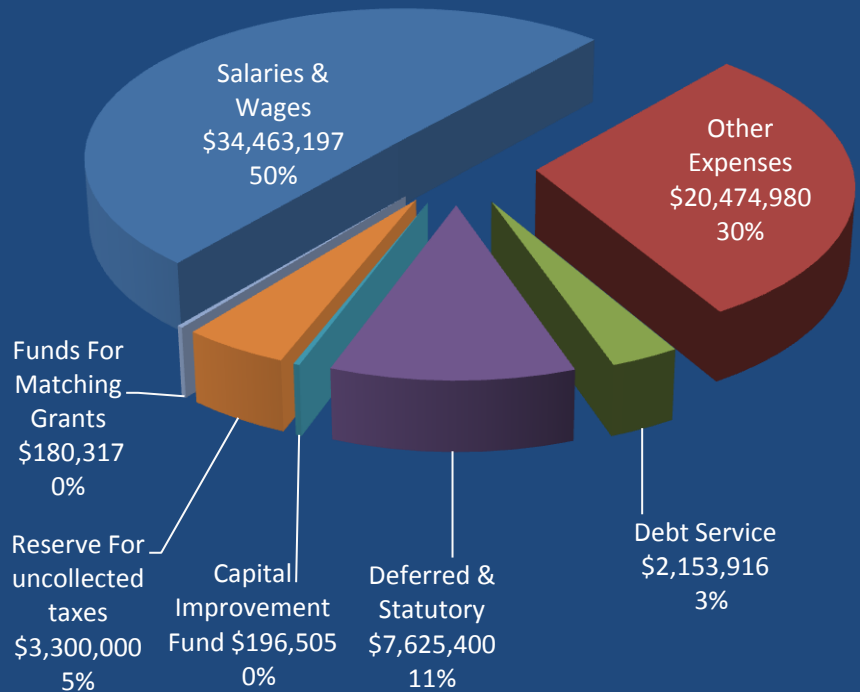


# Factors impacting budget

- General state of economy
- Impact of tax appeals
- Ratable Base
- Interest rates
- Reduced or flat state aid
- BCUA sewer

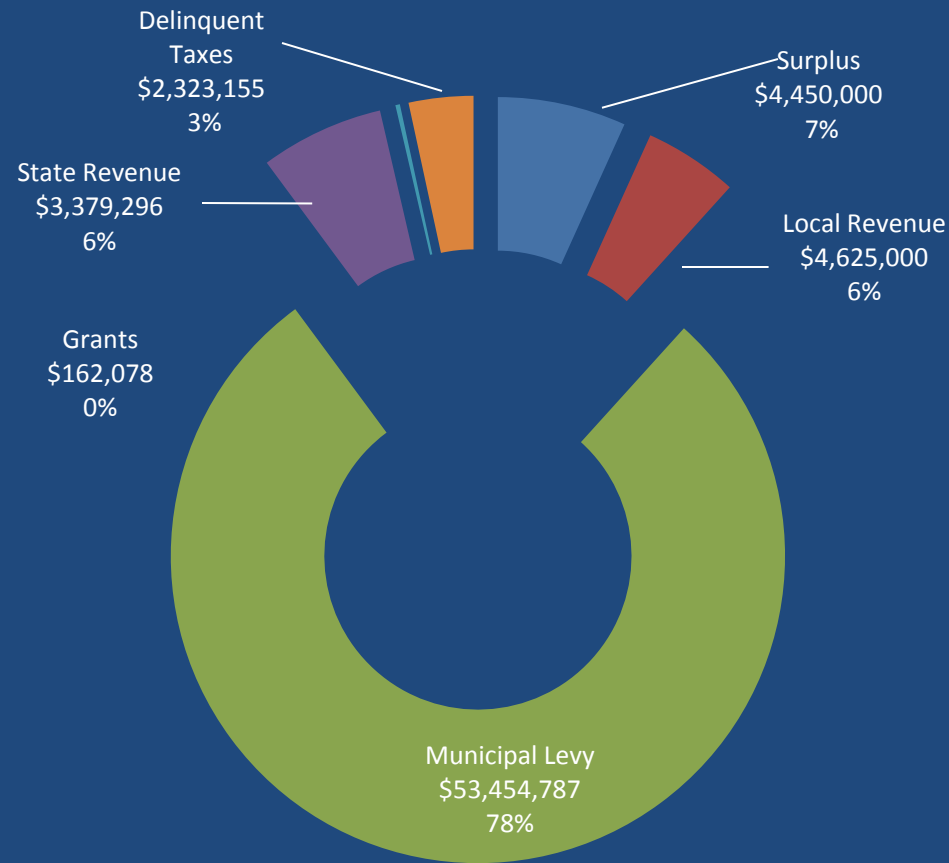
# Budget Wrap - UP

## Appropriations



Total: \$68,394,316

## Revenue



Total: \$68,394,316

# Objectives

- Increase revenues
- Shared services (BOE, local towns)
- Cost containment/efficiency
- Police/Fire/EMS Dispatch
- Power Purchase Agreement/Consortium
- Performance Measurement

# Upcoming Budget Meeting

## Tentative Agenda

Thursday, January 17, 2013

- Review - Police Department budget
- Review - Public Works/Engineering budgets
- Review - Capital budget
- Review - Various budget accounts

# Upcoming Budget Meeting Tentative Agenda

Thursday, January 24, 2012

- Review - Legal Services budget
- Review - Fire Department budget
- Review - Recreation Department budget
- Review - Various budget accounts



# Upcoming Budget Meeting

## Tentative Agenda

Thursday, January 31, 2012

- Presentation - Auditor
- Presentation - Insurance
- Review - Library Budget
- Review - Council budget
- Review - Township Manager's budget
- Review - Township Clerk's budget
- Review - Various budget accounts

Thank you!

