

## State of New Jersey Local Government Services

Year:	2015	Municipal User	Friendly B	udget				
MUNICIPALITY:	0512 West Cape May Bor	ough - County of Cape May		•			Adopted	•
Municode:	0512		Filename:	0512_fba_	_2015	.xlsı	m	
	Website:	www.westcapemay.us						
	Phone Number:		609-884-1005					
	<b>Mailing Address:</b>		732 Broadway					
Email the UFB if no	t using Outlook	Municipality:	West Cape May	State:	NJ Z	ip:	08204	
	Mayor		·			-		
First Name	Middle Name	Last Name	Term Expires	Business Em	nail			
Pamela	M.	Kaithern	December 31,2017	pkaithern@west	capemay	.us		
	Chief Administra	ative Officer						
	Chief Financial	Officer	•					
Frank		Donato, III		fdonato@westc	apemay	. <u>us</u>		
	Municipal Clerk		•					
Elaine	L.	Wallace		ewallace@westc	apemay.	us		
	Governing Body	/ Members	•					
First Name	Middle Name	Last Name	Term Expires	Business Em	nail			
Peter	C.	Burke	12/31/2017	pburke@westcap	pemay.us	s		
Carol	E.	Sabo	12/31/2017	csabo@westcape	emay.us			

## USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

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2014 Calendar Year Proper	ty Tax Levies - ALL o Calendar Year	Calendar Year		Ava Docidontial	Current Year 2015 Bud		Tow Lower
			% of	Avg Residential	<u>Taxes</u>	Actual/Estimated	<u>Tax Levy</u>
Manisianal Danas and Ton	Tax Rate	<u>Tax Levy</u>	Total Levy	Taxpayer Impact	Maniainal Damasa Tan	A CTULAT	¢1 504 542 20
Municipal Purpose Tax	0.330	\$1,492,279.75	28.79%	\$1,446.18	Municipal Purpose Tax	ACTUAL	\$1,504,543.28
Municipal Library			0.00%	\$0.00	Municipal Library		
Municipal Open Space			0.00%	\$0.00	Municipal Open Space		
Fire Districts (avg. rate/total levies)			0.00%	\$0.00	Fire Districts (total levies)		
Other Special Districts (total levies)	0.107	фоо <b>д д</b> оо оо	0.00%	\$0.00	Other Special Districts (total levies)	ACTIVAL	Φ1 0 <b>25</b> 40 <b>2</b> 00
Local School District	0.197	\$887,788.00	17.13%	\$863.32	Local School District	ACTUAL	\$1,025,402.00
Regional School District	0.378	\$1,707,810.00	32.95%	\$1,656.53	Regional School District	ESTIMATED	\$1,750,000.00
County Purposes	0.205	\$923,946.12	17.82%	\$898.38	County Purposes	ESTIMATED	\$950,000.00
County Library	0.029	\$127,904.70	2.47%	\$127.09	County Library	ESTIMATED	\$130,000.00
County Board of Health			0.00%	\$0.00	County Board of Health		
County Open Space	0.010	\$44,036.16	0.85%	\$43.82	County Open Space	ESTIMATED	\$44,500.00
Other County Levies (total)			0.00%	\$0.00	Other County Levies (total)		
Total (Calendar Year 2014 Budget)	1.149	\$5,183,764.73	100.00%	\$5,035.32	Total ESTIMATED amount to be raised by taxe	es	\$5,404,445.28
					·		
Total Taxable Valuation as of	October 1, 2014	\$455,913,896.00			Revenue Anticipated, Excluding Tax Levy		738,755.29
(To be used to calculate the current year tax rate		+ 100,5 10,05 0100			Budget Appropriations, before Reserve for Unc	ollected Taxes	1,991,094.12
Current Year Average Residential Ass		\$438,235.00			Total Non-Municipal Tax Levy	onected Taxes	\$3,899,902.00
Current Teat Average Residential Ass	essment =	Ψ+30,233.00			Amount to be Raised by Taxes - Before RUT		\$5,152,240.83
	D a V				Reserve for Uncollected Taxes (RUT)		
	<u> </u>	ear to Current Year C	<u>omparison</u>		, ,		\$242,775.75
					Total Amount to be Raised by Taxes		\$5,395,016.58
		- Municipal Purposes		_			
	Prior Year	Current Year	% Change (+/-)		% of Tax Collections used to Calculate RUT	_	95.50%
	0.330	0.330	0.00%			_	
					If % used exceeds the actual collection % then		
	Comparison	- Municipal Purposes	Tax Levy		reference the statutory exception used		
			6 Change (+/-)	\$ Change (+/-)	7 1		
		\$1,504,543.28	0.82%		Toy Collections ACTIAL as of Drien Voor		
	\$1,492,279.75	\$1,304,343.28	0.82%	\$12,263.53	<u>Tax Collections - ACTUAL as of Prior Year</u> Total Tax Revenue, Collections CY 2014		5.001.452.60
	Composison Imres	on Avg. Residential Ta	ov Dovinost (M	sioinal Durmagas O-1		_	5,081,453.69 5,221,503.60
<u>'</u>					J 1		
			6 Change (+/-)	\$ Change (+/-)	% of Taxes Collected, CY 2014	=	97.32%
	\$1,446.18	\$1,446.18	0.00%	\$0.00			
					Delinquent Taxes - December 31, 2014		\$111,971.73
				Sheet UFB-1		=	

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

	% 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
Surplus	26.08%	\$87,510.79	\$335,500.00	\$423,010.79	\$372,400.00		\$50,610.79					
Local Revenue	-2.06%	(\$20,816.20)	\$1,010,924.20	\$990,108.00	\$72,108.00		\$918,000.00					
State Aid (without offsetting appropriation)	0.00%	\$0.00	\$89,303.00	\$89,303.00	\$89,303.00							
Uniform Construction Code Fees	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
Special Revenue Items w/ Prior Written Consent												
Shared Services Agreements	5.89%	\$2,084.24	\$35,364.76	\$37,449.00	\$37,449.00							
Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00		\$0.00								
Public and Private Revenue	-98.66%	(\$183,034.20)	\$185,529.49	\$2,495.29	\$2,495.29							
Other Special Items	0.00%	\$0.00	\$45,000.00	\$45,000.00	\$45,000.00							
Receipts from Delinquent Taxes	0.03%	\$38.61	\$119,961.39	\$120,000.00	\$120,000.00							
Amount to be raised by taxation												
Local Tax for Municipal Purposes	0.82%	\$12,263.53	\$1,492,279.75	\$1,504,543.28	\$1,504,543.28							
Minimum Library Tax	#DIV/0!	\$0.00		\$0.00								
Open Space Levy Tax	#DIV/0!	\$0.00		\$0.00								
Addition to Local District School Tax	#DIV/0!	\$0.00		\$0.00								
Deficit General Budget	#DIV/0!	\$0.00		\$0.00								
Total	-3.08%	(\$101,953.23)	\$3,313,862.59	\$3,211,909.36	\$2,243,298.57	\$0.00	\$968,610.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
L S S S A P C C R A L L D	Cocal Revenue State Aid (without offsetting appropriation) Uniform Construction Code Fees Special Revenue Items w/ Prior Written Consent Shared Services Agreements Additional Revenue Offset by Appropriations Public and Private Revenue Other Special Items Receipts from Delinquent Taxes Amount to be raised by taxation Cocal Tax for Municipal Purposes Minimum Library Tax Open Space Levy Tax Addition to Local District School Tax Deficit General Budget	Current vs.   Prior Year	Current vs. Prior Year   Yea	Current vs.   Prior Year   Prior Year   Ye	Current vs.   Prior Year   Y	Surplus	Total Realized   Revenue (Prior   Year)   Re	Surplus   Surplus   Surplus   Sourplus   S	Current vs.   Prior Year   Pr	Current vs.   Prior Year   Current vs.   Prior Year   P	Total Relation   Current vs. Prior Year   Prior Year	Current vs.   Prior Year   Shirternet vs.   Prior Year   Shirternet vs. Prior Year   Prior Yea

Sheet UFB-2

#### USER FRIENDLY BUDGET SECTION - APPROPRIATIONS SUMMARY (ALL OPERATING FUNDS)

USEKI	FRIENDLY BUDGET SEC			IA HONS SU	MIMAKI (ALL	OPERATING F	UNDS)	-1	11		1					
FCOA		Budgeted Full-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	Water / Sewer Utility	Utility	Utility	Utility	Utility	Utility
20	General Government	2.00	10.00	164.98%	\$617,700.00	\$374,400.00	\$992,100.00	\$382,100.00			\$610,000.00					
21	Land-Use Administration		2.00	-6.24%	(\$1,450.00)	\$23,250.00	\$21,800.00	\$21,800.00								
22	Uniform Construction Code		1.00	20.41%	\$4,000.00	\$19,600.00	\$23,600.00	\$23,600.00								
23	Insurance			6.18%	\$13,208.00	\$213,813.00	\$227,021.00	\$227,021.00								
25	Public Safety			7.68%	\$6,850.00	\$89,150.00	\$96,000.00	\$96,000.00								
26	Public Works	4.00		2.21%	\$5,550.00	\$251,250.00	\$256,800.00	\$256,800.00								
27	Health and Human Services			5.26%	\$500.00	\$9,500.00	\$10,000.00	\$10,000.00								
28	Parks and Recreation			0.00%	\$0.00	\$800.00	\$800.00	\$800.00								
29	Education (including Library)			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
30	Unclassified			-100.00%	(\$187,529.49)	\$187,529.49	\$0.00	\$0.00								
31	Utilities and Bulk Purchases			-7.14%	(\$7,000.00)	\$98,000.00	\$91,000.00	\$91,000.00								
32	Landfill / Solid Waste Disposal			10.28%	\$4,399.89	\$42,800.00	\$47,199.89	\$45,000.00	\$2,199.89							
35	Contingency			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
36	Statutory Expenditures			16.97%	\$13,487.00	\$79,492.00	\$92,979.00	\$84,979.00			\$8,000.00					
37	Judgements			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
42	Shared Services			2.60%	\$13,336.15	\$512,848.85	\$526,185.00	\$526,185.00								
43	Court and Public Defender	1.00	4.00	6.82%	\$6,495.40	\$95,200.00	\$101,695.40	\$101,400.00	\$295.40							
44	Capital			20.00%	\$2,000.00	\$10,000.00	\$12,000.00	\$12,000.00								
45	Debt			293.20%	\$271,800.00	\$92,700.00	\$364,500.00	\$107,000.00			\$257,500.00					
46	Deferred Charges			45.69%	\$913.83	\$2,000.00	\$2,913.83	\$2,913.83								
48	Debt - Type 1 School District			#DIV/0!	\$0.00		\$0.00	\$0.00								
50	Reserve for Uncollected Taxes			-2.30%	(\$5,932.70)	\$258,137.15	\$252,204.45	\$252,204.45								
55	Surplus General Budget			#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00								
	Total	7.00	17.00	32.13%	\$758,328.08	\$2,360,470.49	\$3,118,798.57	\$2,240,803.28	\$2,495.29	\$0.00	\$875,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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## USER FRIENDLY BUDGET SECTION STRUCTURAL BUDGET IMBALANCES

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

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

	Property Tax Assessn	nents - Taxable Prop	<u>oerties (October 1, 2014 Valu</u>	<u>ie)</u>	Property Tax Assess	ments - Exempt
	·	# of Parcels	Assessed Value	% of Total		# of Parcels
1	Vacant Land	108	\$18,717,700.00	4.11%	15A Public Schools	
2	Residential	906	\$397,040,600.00	87.12%	15B Other Schools	
3A/3B	Farm	16	\$3,511,500.00	0.77%	15C Public Property	3
4A	Commercial	37	\$35,427,900.00	7.77%	15D Church and Charities	
4B	Industrial	0	\$0.00	0.00%	15E Cemeteries & Graveyards	
4C	Apartments	2	\$1,066,100.00	0.23%	15F Other Exempt	
5A/5B	Railroad	0	\$0.00	0.00%		
6A/6B	Business Personal Property	0	\$0.00	0.00%	_	
	Total	1,069	\$455,763,800.00	100.00%	Total	4
	Average Ratio (%), Assessed to True V	/alue	106.34%			
	Equalized Valuation, Taxable Properti-	es	\$428,591,122.81		Percentage of Exempt vs.	
		t			Non-Exempt Properties	3.87
	Total # of property tax appeals fil	ed in 2014	County Tax Board	8.00		
			State Tax Court	0.00		
	Number of 2014 County Tax Board de	cisions appealed to T	ax Court	0.00		
	Number of pending property tax appea	ls in State Tax Court		0.00		
I	Amount paid out by municipality for ta	ax appeals in 2014				
	1 J I I I	11				

<u>sments - Exempt Prop</u> e	<u>erties (October 1, 2014 Va</u>	<u>lue)</u>
# of Parcels	Assessed Value	% of Total
2	\$1,937,900.00	19.20%
0	\$0.00	0.00%
36	\$6,353,400.00	62.94%
1	\$532,800.00	5.28%
1	\$459,300.00	4.55%
3	\$811,100.00	8.04%
43	\$10,094,500.00	100.009
3.87%		
	# of Parcels  2 0 36 1 1 3	2 \$1,937,900.00 0 \$0.00 36 \$6,353,400.00 1 \$532,800.00 1 \$459,300.00 3 \$811,100.00 43 \$10,094,500.00

	Prior Budget Year's Payn	ents in Lieu of Tax	(PILOT) - 5 Year Exemptio	ns/Abatements	
		# of	PILOT		Taxes if Billed in Full
		Parcels	Billing/Revenue	Assessed Value	2014 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				
О	Multiple Dwelling Abatement				
	Total 5 Yr Exemptions/Abatements	0	0.00	0.00	0.00

#### USER FRIENDLY BUDGET SECTION Long Term Tax Exemptions

										tux Exemptions									
Prior Budget Ye	ear's Payments in Lie	u of Tax (PILOT)	- Long Term Tax I	Exemptions	Prior Budget Yea	r's Payments in Li	eu of Tax (PILOT	) - Long Term Ta	ax Exemptions	Prior Budget Yea	r's Payments in Li	eu of Tax (PILOT	) - Long Term Tax	Exemptions	Prior Budge	Year's Payments in Li	eu of Tax (PILOT	) - Long Term Tax F	xemptions
Project Name	Type of Project (use drop-down for data entry)		Assessed Value	Taxes if Billed In Full 2014 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)		Assessed Value	Taxes if Billed In Full 2014 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)		Assessed Value	Taxes if Billed In Full 2014 Total Tax Rate	Project Name	Type of Project (use drop-down for data entry)	PILOT Billing	Assessed Value	Taxes if Billed In Full 2014 Total Tax Rate
Total Long Term Exemptions	- Column Total	0.00	0.00	0.00	Total Long Term Exemption	ns - Column Total	\$0.00	\$0.00	\$0.00	Total Long Term Exemptions	- Column Total	\$0.00	\$0.00	\$0.00	Total Long Term Exemptio	ns - Column Total	\$0.00	\$0.00	\$0.00
Mark "X" if Grand Total			•		<u> </u>										Total Long Term Exempt				

Sheet UFB-6 Sheet UFB-6C

#### USER FRIENDLY BUDGET SECTION BUDGETED PERSONNEL COSTS

Organization / Individuals Eligible for Benefit	# of Full-Time Employees	# of Part-Time Employees		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	73,228.02	\$42,282.76			\$27,707.56	\$3,237.70
Supervisory Staff (Department Heads & Managers)	3.00	1.00	262,170.22	\$170,819.74		\$20,361.71	\$57,908.64	\$13,080.13
Police Officers (Including Superior Officers)	0.00		0.00					
Fire Fighters (Including Superior Officers)	0.00		0.00					
All Other Union Employees not listed above	0.00		0.00					
All Other Non-Union Employees not listed above	4.00	13.00	410,268.85	\$270,098.50		\$32,195.74	\$87,292.44	\$20,682.17
Totals	7.00	17.00	745,667.09	\$483,201.00	\$0.00	\$52,557.45	\$172,908.64	\$37,000.00

Is the Local Government required to comply with NJSA 11A (Civil Service)? - YES or NO

NO

Note - <u>Base Pay</u> 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**

	C	Current Year	
	Current Year # of Covered Members	Annual Cost Estimate per	Total Current
	(Medical & Rx)	Employee	Year Cost
Active Employees - Health Benefits - Annual Cost	(Medical & IX)	Employee	Tear Cost
Single Coverage	2.00	\$10,800.00	\$21,600.00
Parent & Child	2.00	\$18,000.00	\$36,000.00
Employee & Spouse (or Partner)		+ ,	\$0.00
Family	3.00	\$29,000.00	\$87,000.00
Employee Cost Sharing Contribution (enter as negative - )		. ,	
Subtotal	7.00	\$57,800.00	\$144,600.00
Elected Officials - Health Benefits - Annual Cost			
Single Coverage			\$0.00
Parent & Child			\$0.00
Employee & Spouse (or Partner)			\$0.00
Family	1	\$29,000.00	\$29,000.00
Employee Cost Sharing Contribution (enter as negative - )			
Subtotal	1.00	\$29,000.00	\$29,000.00
Retirees - Health Benefits - Annual Cost			
Single Coverage			\$0.00
Parent & Child			\$0.00
Employee & Spouse (or Partner)			\$0.00
Family			\$0.00
Employee Cost Sharing Contribution (enter as negative - )			
Subtotal	0.00	\$0.00	\$0.00
GRAND TOTAL	8.00	\$86,800.00	\$173,600.00

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)?

YES YES

# USER FRIENDLY BUDGET SECTION ACCUMULATED ABSENCE LIABILITY

Legal basis for benefit (check applicable items)

	Gross Days of		Approved   Individual					
	Accumulated	Dollar Value of Compensated	Labor	Local	Employment			
Organization/Individuals Eligible for Benefit	Absence	Absences	Agreement	Ordinance	Agreement			
BALTZ,BARBARA	3.00		<b>3</b>		YES			
BASILE, GREGORY	22.50				YES			
CARRICK, DAVID	143.75	\$29,671.00			YES			
ENTEADO,THERESA	7.00				YES			
MITCHELL,CAROLE	7.50	\$885.00			YES			
RUTHERFORD, DIANNE	42.25	\$5,529.00			YES			
SEER, KURT	13.50	\$1,361.00			YES			
SHEAROUSE, BERNADINE	10.25	\$1,625.00			YES			
VITELLI, LAUREN	16.00	\$1,911.00			YES			
WALLACE, ELAINE	17.00	\$3,533.00			YES			
Totals	282.75	\$49,504.00						
Total Funds Reserved								
Total Funds App	propriated in 2015							

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

	Gross		Net		Current Year	2016	2017	All Additional Future
	Debt	Deductions	Debt		Budget	Budget	Budget	Years' Budgets
_				_				
Local School Debt	\$240,000.00	\$240,000.00	\$0.00	Utility Fund - Principal	\$100,000.00	\$100,000.00	\$150,000.00	\$3,978,955.84
Regional School Debt	\$357,221.65	\$357,221.65	\$0.00	Utility Fund - Interest	\$24,000.00	\$24,000.00	\$24,000.00	
				Bond Anticipation Notes - Principal	\$90,000.00	\$90,000.00	\$90,000.00	\$460,000.00
Utility Fund Debt				Bond Anticipation Notes - Interest	\$5,000.00	\$5,000.00	\$5,000.00	
0	\$4,328,955.84	\$4,328,955.84	\$0.00	Bonds - Principal				
0			\$0.00	Bonds - Interest				
0			\$0.00	Loans & Other Debt - Principal				
0			\$0.00	Loans & Other Debt - Interest				
0			\$0.00	<u> </u>				
0			\$0.00	Total	\$219,000.00	\$219,000.00	\$269,000.00	\$4,438,955.84
Municipal Purposes								
Debt Authorized	\$26,952.00		\$26,952.00	Total Principal	\$190,000.00	\$190,000.00	\$240,000.00	\$4,438,955.84
Notes Outstanding	\$730,000.00		\$730,000.00	Total Interest	\$29,000.00	\$29,000.00	\$29,000.00	\$0.00
Bonds Outstanding			\$0.00	% of Total Current Year Budget	7.02%			
Loans and Other Debt			\$0.00	_				
	•	•	·	Description		Debt Not List	ed Above	
Total (Current Year)	\$5,683,129.49	\$4,926,177.49	\$756,952.00	Total Guarantees - Governmental				
		•		Total Guarantees - Other				
				Total Capital/Equipment Leases				
Population (2010 census)	1,024			Total Other				
				<u> </u>				
Per Capita Gross Debt	\$5,549.93			Bond Rating	Moody's	Standard & Poors	<u>Fitch</u>	
Per Capita Net Debt	\$739.21			Rating				
				Year of Last Rating				
3 Yr. Average Property Valuation		\$439,068,537.00						
	=			Mark "X" if Municipality has i	no bond rating	X		
Net Debt as % of 3 Year Avg Property Valuation 0.17%		,	S					
	=			Sheet UFB-10				

### 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
Receiving	CAPE MAY CITY	EMS	AUTOMATIC YEARLY RENEWAL	3/1/1998	2/28/1999	billed per run
Receiving		POLICE	RENT DEDUCTED QUARTERLY	1/1/2009	12/31/2015	\$458,185.00

#### USER FRIENDLY BUDGET SECTION - LIST OF AUTHORITIES AND FIRE DISTRICTS

Please set forth below the names of all authorities and fire districts that serve your municipality

WEST CAPE MAY VOLUNTEER FIRE COMPANY 609-884-3536

#### **USER FRIENDLY BUDGET SECTION - Notes**

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