

**Township of Teaneck
Proposed
2012
Municipal Budget**

Proposed 2012 Municipal Budget

Budget Preparation Process

1. Auditor's Revenue and tax levy cap projections
2. Department Head Requests
3. Manager/CFO Review
4. Manager/CFO/Department Head Public Hearings
5. Public Input at Council Meeting

Proposed 2012 Municipal Budget

Budget Preparation Process

6. Manager/CFO final review
7. Manager's presentation of proposed budget to Council
8. Council review and public hearings
9. Auditor's review and recommendations
10. Council introduction of budget by revised date of February 29, 2012 (Statutory date is February 10, 2012)
11. Hearing and adoption of budget by revised adoption date of April 20, 2012 (statutory date is March 20, 2012)

Assumptions

2012 Budget is dependent upon:

- Fund balance (surplus) for 2011
- 2011 Municipal Revenues' Analysis and 2012 Anticipations
- Reserve for uncollected taxes
- State Aid allocations for 2012
- Receipt of Municipal Information Sheet
- BCUA Sewer Increase (3.5%)

Proposed 2012 Municipal Budget

Projected Increase:

Average home assessed at \$465,300

Increase in Taxes

Per year: \$70

Per month: \$5.83

Per Week: \$1.35

Per Day: \$.19

or

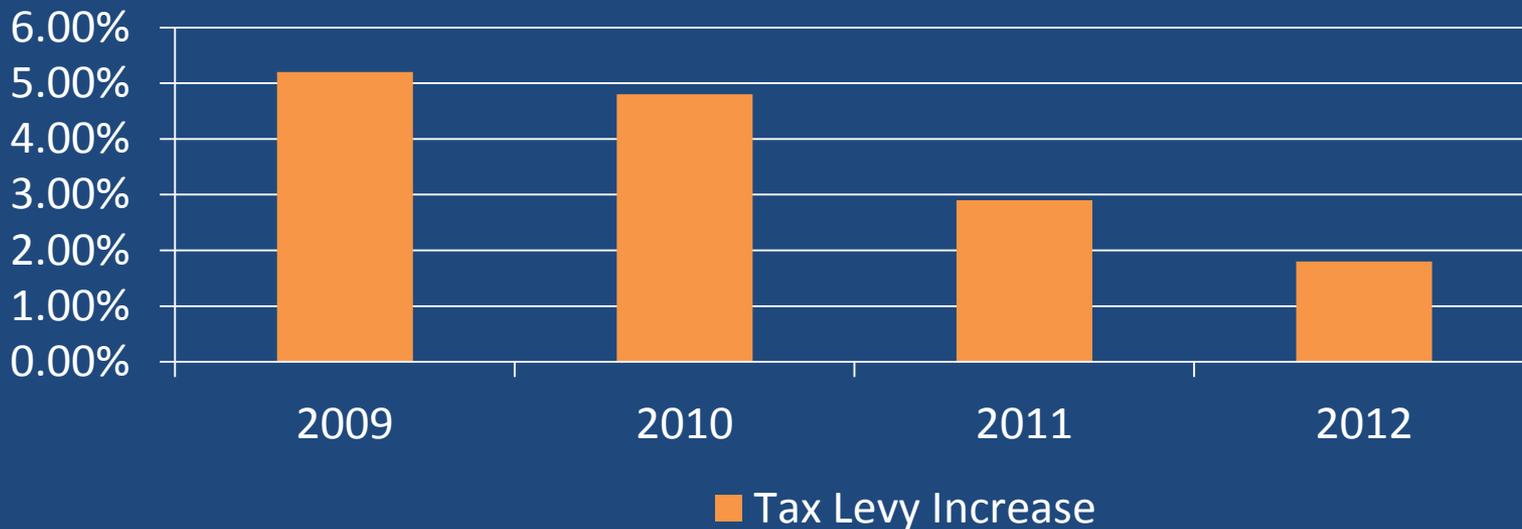
1.8%

No Tax Levy Cap Issue

Budget or appropriations increased 0.42% or \$277, 533

Tax Levy Increase Comparison

- 2009 Tax Levy Increase was 5.2%
- 2010 Tax Levy Increase was 4.8%
- 2011 Tax Levy Increase was 2.9%
- 2012 Tax Levy Increase proposed 1.8%

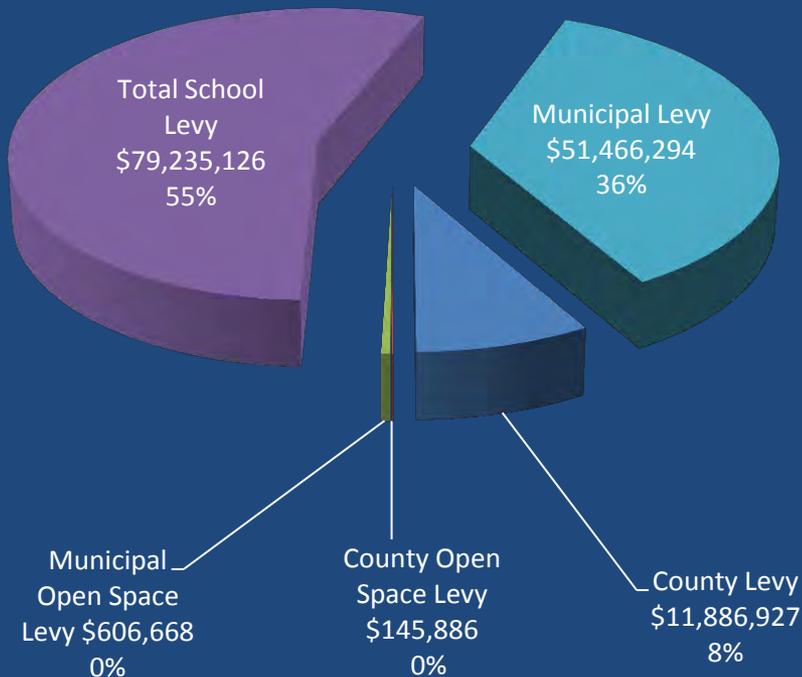


2011 Tax Breakdown

Tax Breakdown

**Total Property Taxes:
\$143,340,880**

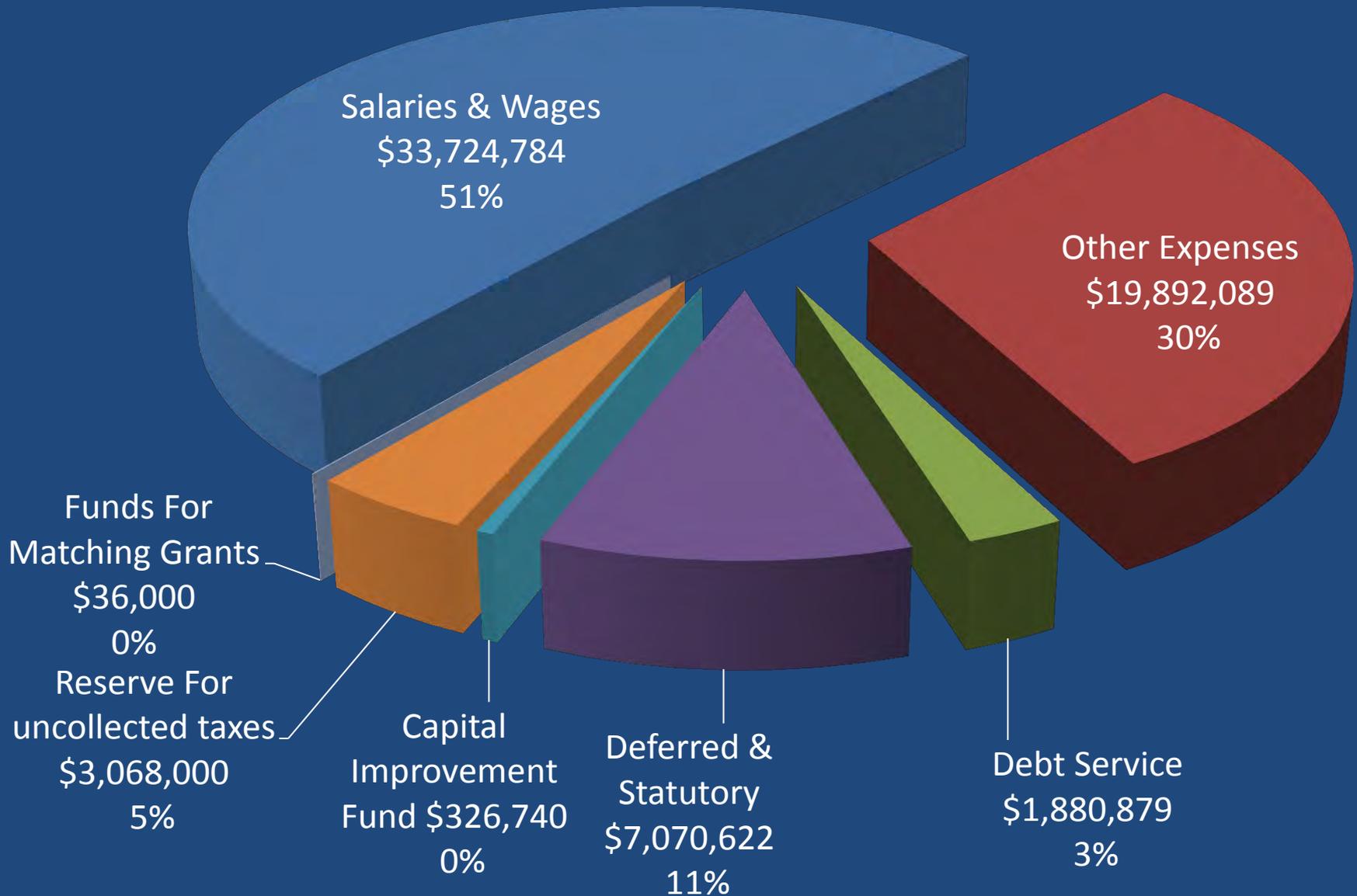
- Proposed budget refers to municipal portion of taxes only
- All taxes collected by the municipality for the taxing entity
- Taxes forwarded to taxing entity biweekly/quarterly



2012 Proposed Budget

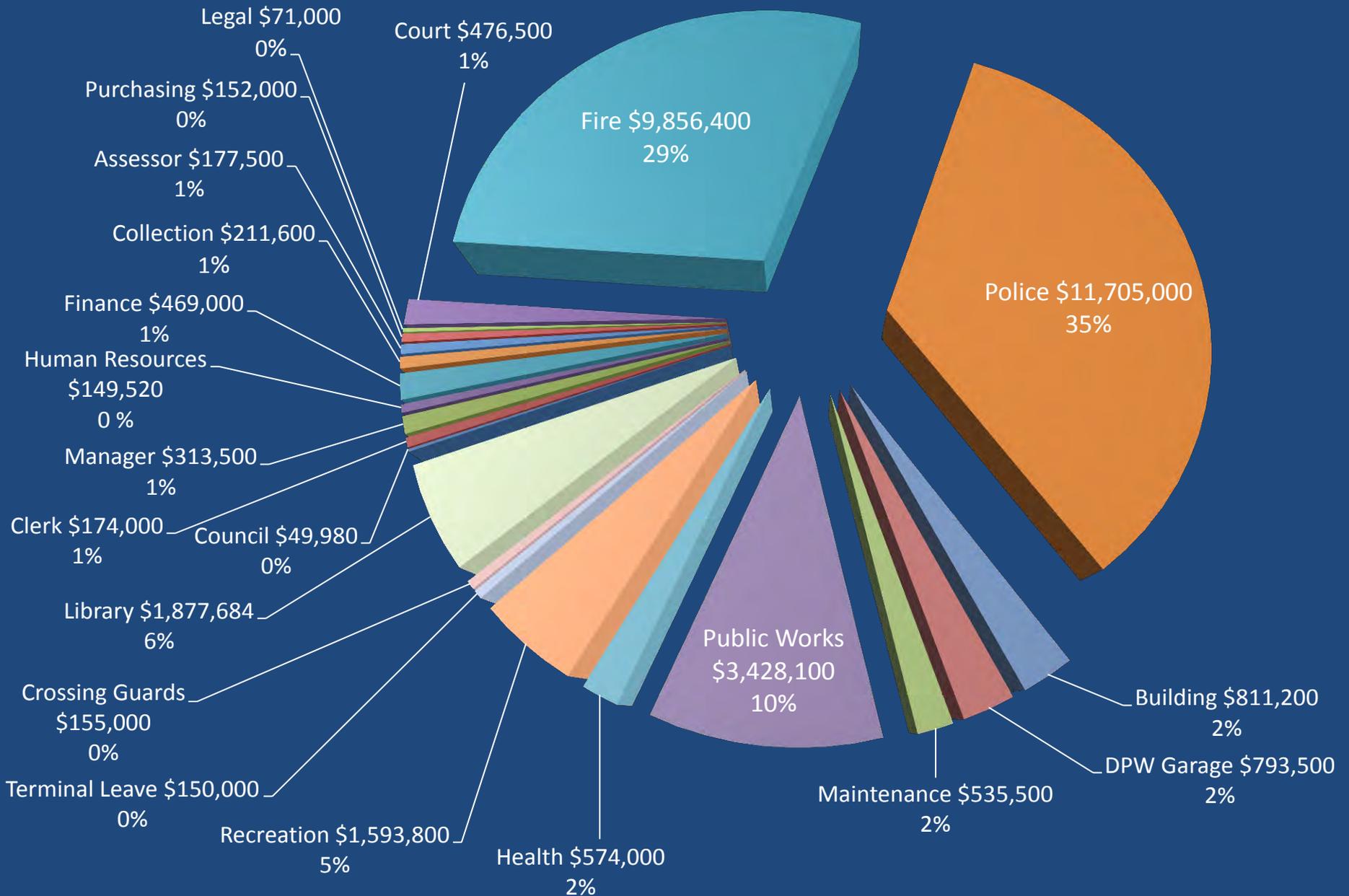
(7) Budget Appropriation Categories

Total: \$65,999,114

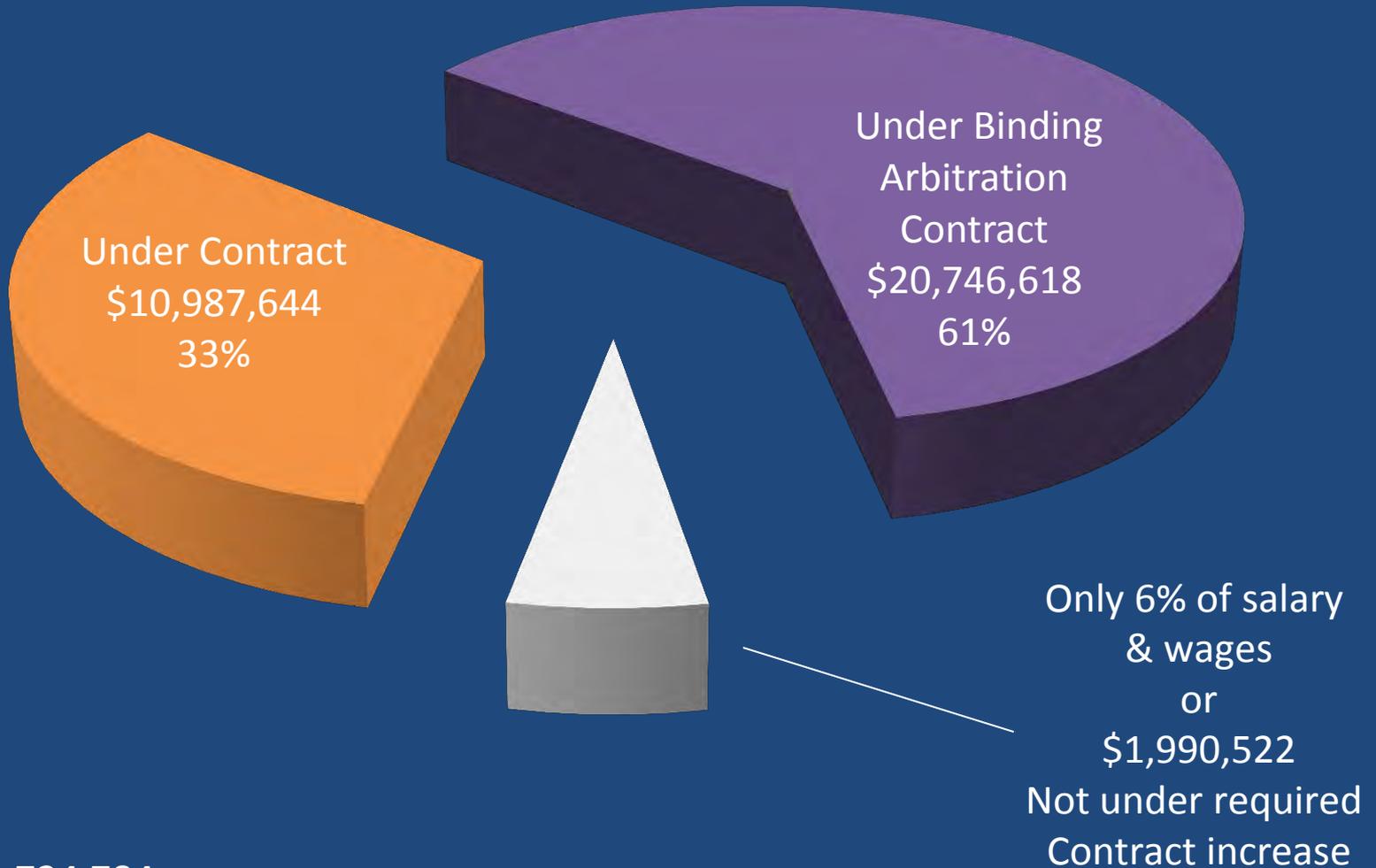


(1) Proposed Salaries & Wages

Total: \$33,724,784



Salary & Wage Increases Required by Contract



Total: \$33,724,784

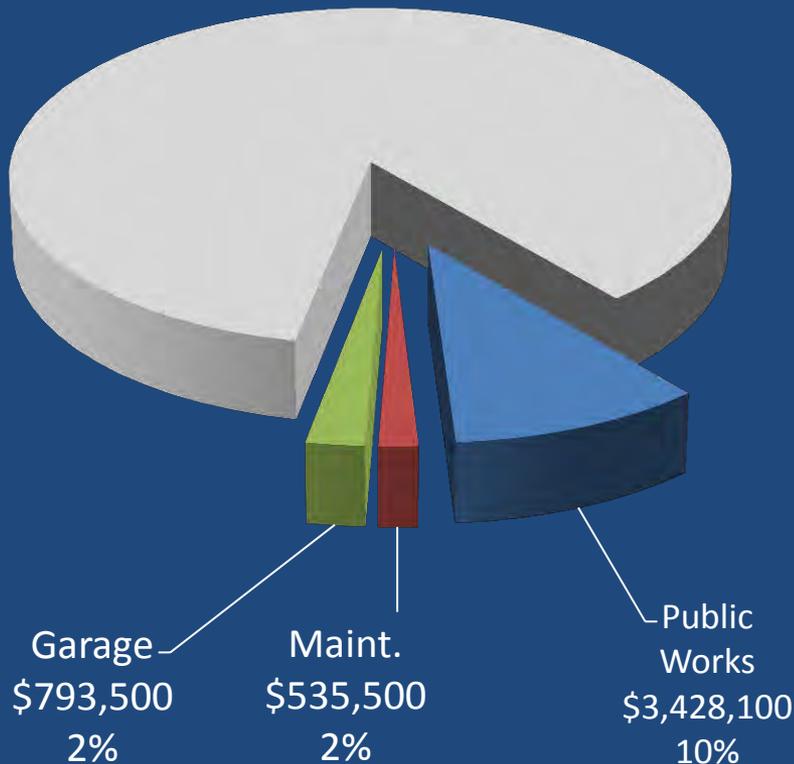
Salaries and Wages

Summary and Recommendations

Department of Public Works (DPW)

2012 Recommendations

- Hire (3) laborers
- Promote (1) Laborer to Mechanic's Helper
- Promote (1) Laborer to Maintenance Repairer
- Promote (1) Laborer to Truck Driver
- Promote (6) Laborers to Truck Driver due to previous retirements

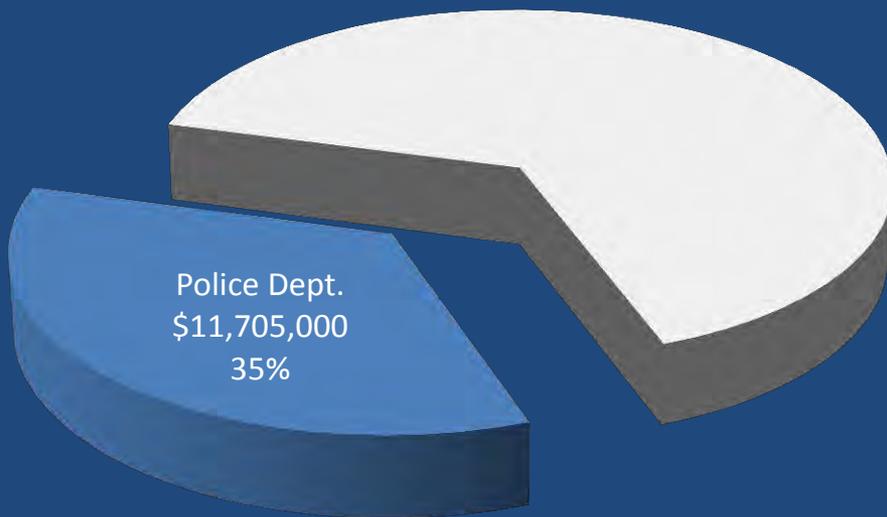


Total: \$4,757,100

Salaries and Wages Summary and Recommendations

Police

2012 Recommendations



- Authorized strength via ord. (115) uniformed officers
- Maintain strength at (96) sworn officers
- Current staffing level is (92) officers
- Hire (5) Civilian Dispatchers for Police/Fire Consolidated Center

Salaries and Wages Summary and Recommendations

Fire

2012 Recommendations

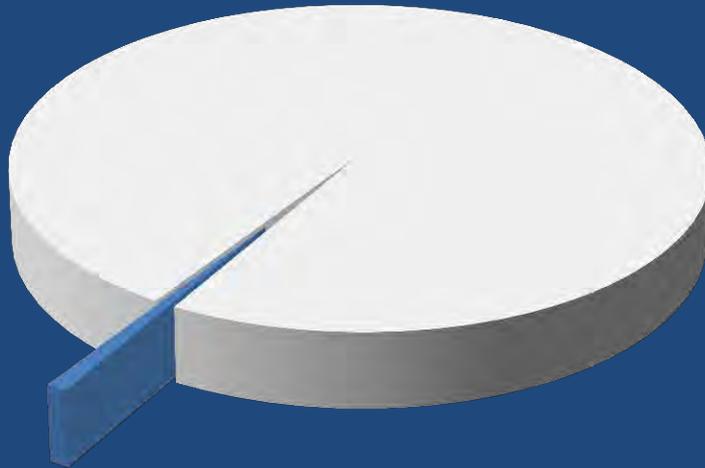
- Maintain Fire Department at 93 uniformed Fire Fighters



Salaries and Wages Summary and Recommendations

Manager's Office

2012 Recommendations



Manager
\$313,500
1%

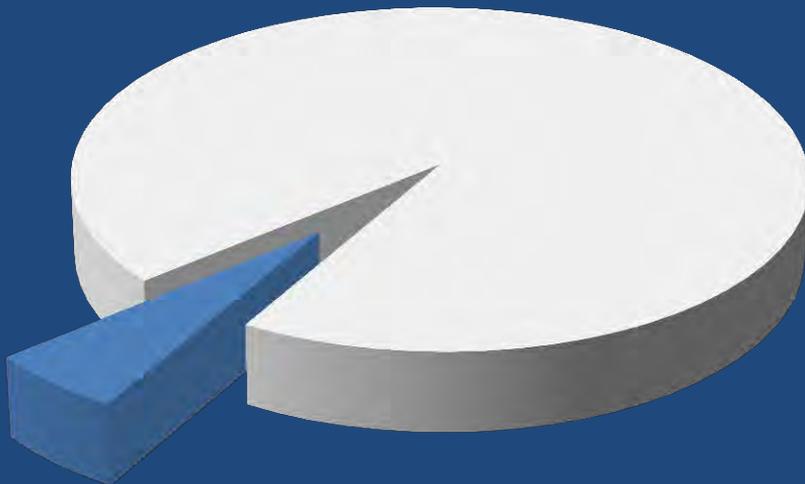
- Do not fund Deputy Manager position in 2012, consider for 2013
- Additional funds for temporary/part-time staff in Clerk's Office

Salaries and Wages Summary and Recommendations

Recreation Department

2012 Recommendations

- Hire (1) part-time driver for Senior Division
- Hire additional instructors for Senior Div. to increase course offerings and reduce waiting lists



Recreation
\$1,593,800
5%

Salaries and Wages Summary and Recommendations

Terminal Leave Trust

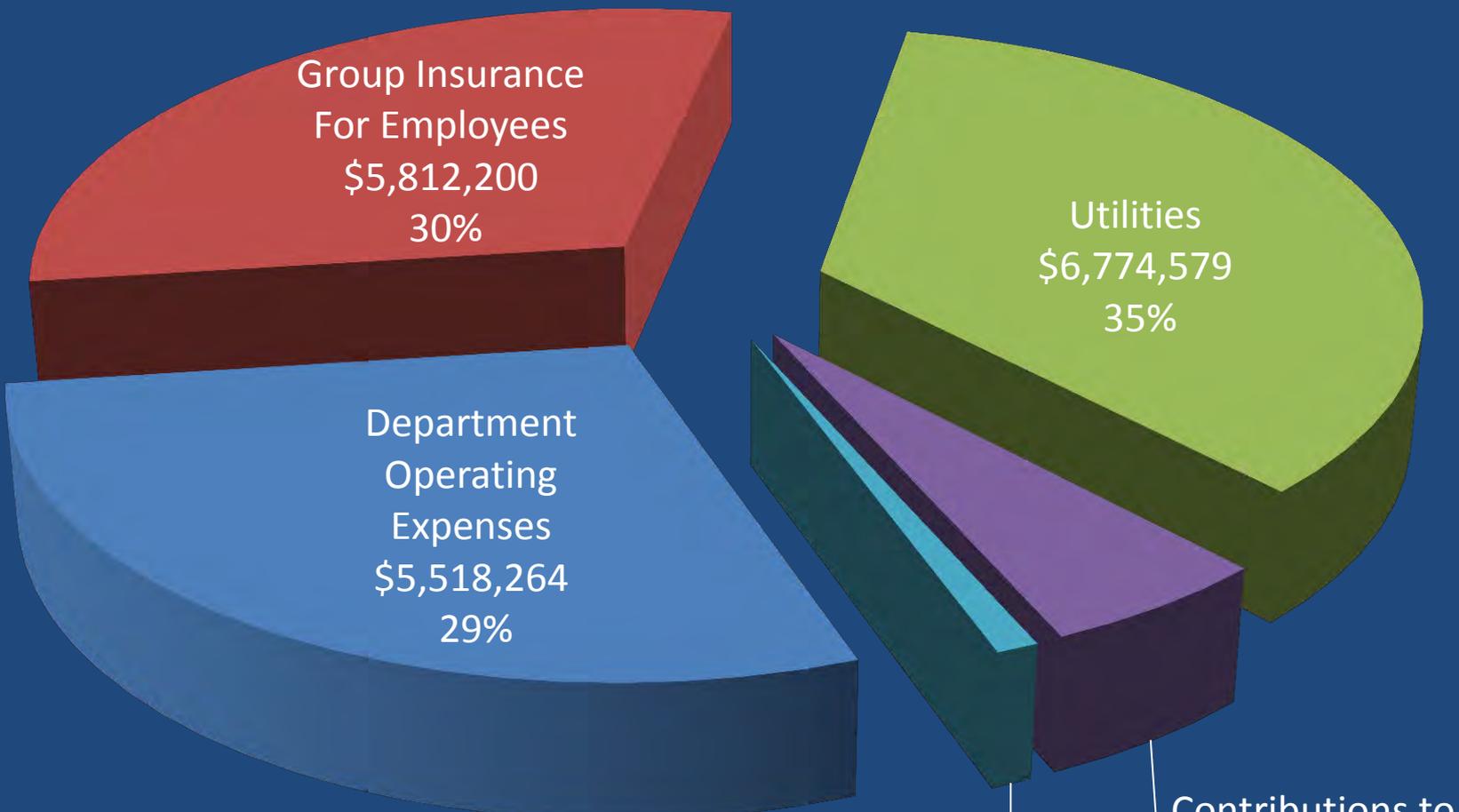
- Funding @ 150k due to past and future retirement obligations

Salaries and Wages Summary and Recommendations

Overtime

Dept.	2012	2011	Change %	Change \$
Fire	\$400,000	\$300,000	25%	\$100,000
DPW	\$395,000	\$320,000	18.9%	\$75,000
Police	\$425,000	\$350,000	17.6%	\$75,000

(2) Appropriations Other Expenses



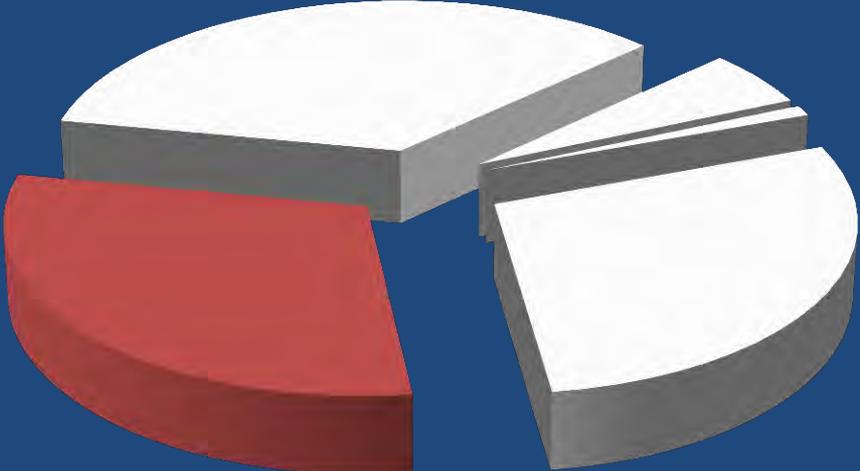
Total: \$19,347,543

Other insurance
Premiums
\$192,500
1%

Contributions to
Self-Insurance
Fund \$1,050,000
5%

Group Insurance For Employees

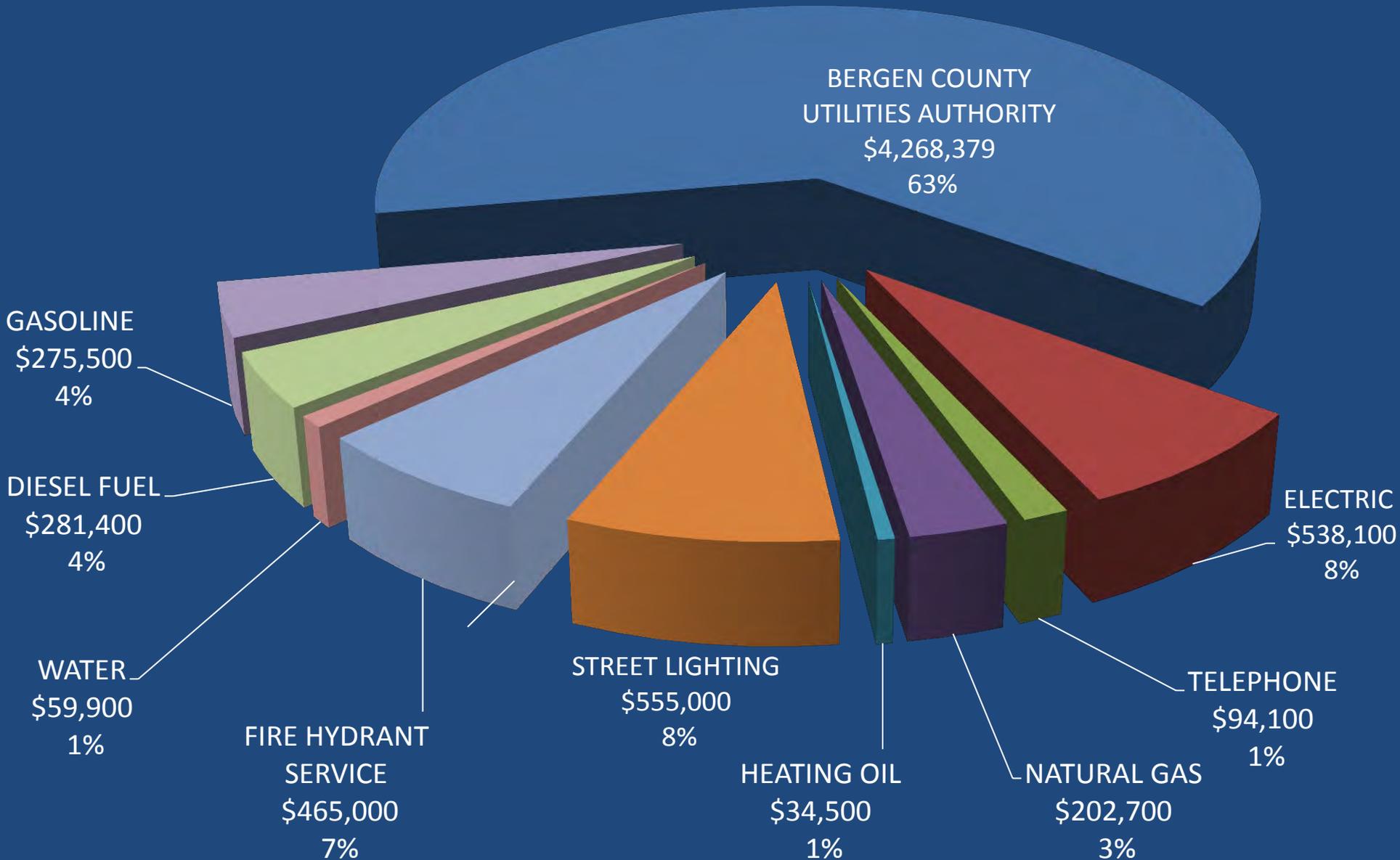
- Decreased \$240,500 or 4%



Group
Insurance
For
Employees
\$5,812,200
29%

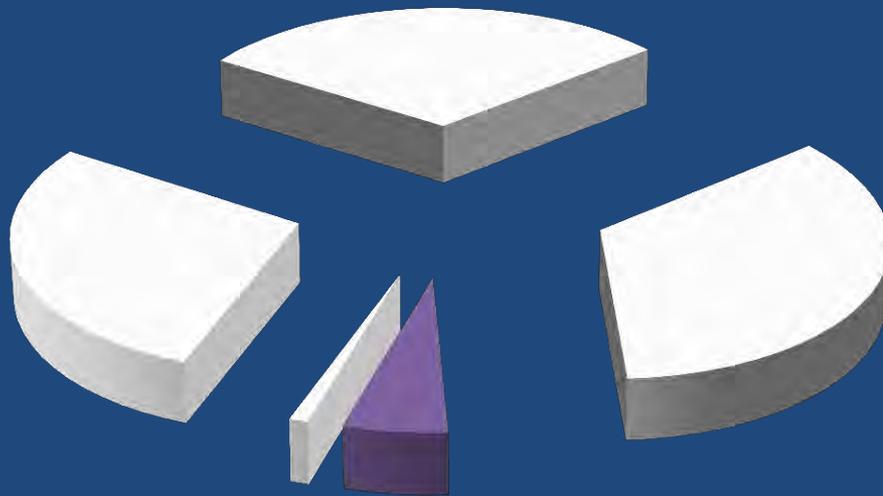
Utilities

Total: \$6,774,579



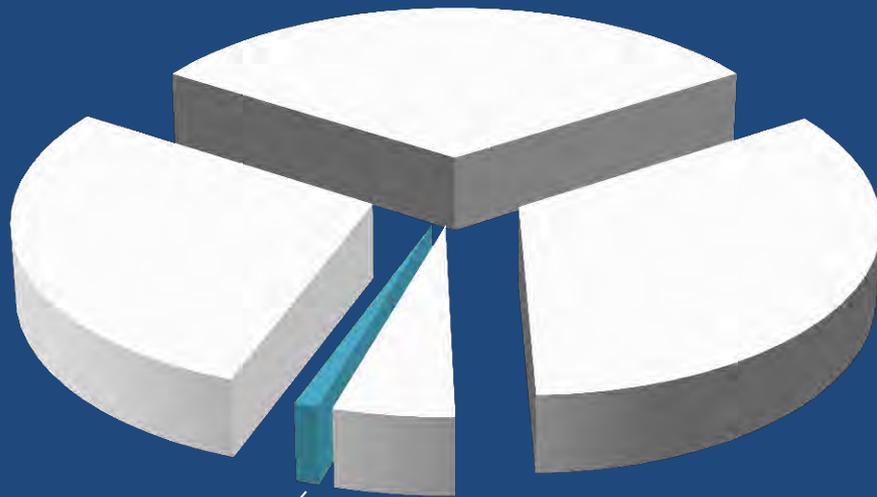
Contributions to Self-Insurance Fund

- Up 9.5 % or \$100,000 from 2011



Contributions
to Self-
Insurance
Fund
\$1,050,000
5%

Other Insurance Premiums

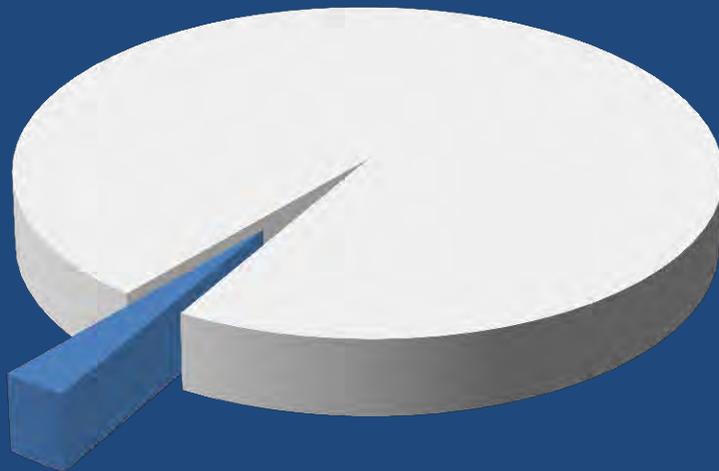


Other
Insurance
Premiums
\$192,500
1%

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

(3) Debt Service

Debt Service

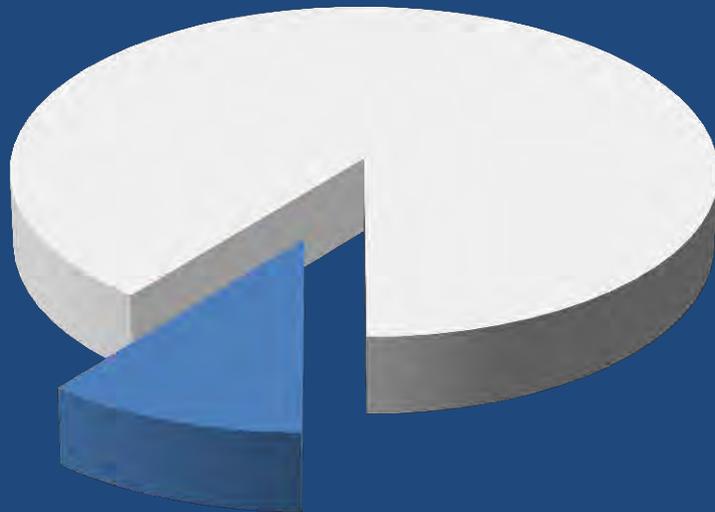


Debt
Service
\$1,880,879
3%

- Note Principal Decreased \$27,663
- Note Interest Increased \$77,908
- Bond Interest Decreased \$12,300
- Total increase of \$36,932 in Debt Service from 2011

(4) Deferred & Statutory

Deferred & Statutory



Deferred &
Statutory
\$7,070,622
11%

- PFRS Decreased \$1,071,043
- PERS Decreased \$52,318
- Social Security Increased \$46,500
- Unemployment Increased \$30,000
- Total line item Decreased \$857,980

(5) Capital Improvement Fund

Total Cost of Improvements

\$5,242,975

5% Down payment

\$326,740

Down 40%

(6) Reserve for Uncollected taxes

- Reserved amount \$3,068,000
- 2011 tax collection rate (TBD)
- 2010 tax collection rate 98.1%
- 2009 tax collection rate 97.9%

(7) Grants

Other Expenses Budget Highlights

Category	2012 Proposed	2011 Adopted	\$ Change	% Change	Basis
130 Assessment of Taxes	\$111,795	\$11,345	\$100,450	885.4%	- Tax Appeals
90 Township Clerk	\$154,425	\$63,525	\$90,900	143.1%	-Elections - Minutes Software
110 Manager	\$49,725	\$29,725	\$20,000	67.3%	- Inventory Control Software - Power Purchase Agreement
742 Diesel Fuel	\$281,400	\$181,125	\$100,275	55.4 %	

Other Expenses Budget Highlights

Category	2012 Proposed	2011 Adopted	\$ Change	% Change	Basis
340 Building	\$82,485	\$62,485	\$20,000	32%	- Attorney Fees
122 Annual Audit	\$89,750	\$69,750	\$20,000	28.7%	- Debt Analysis
115 Human Resources	\$44,670	\$53,100	\$8,430	18.9%	- Transfers from other accounts
160 Legal Services and Costs	\$929,800	\$795,300	\$134,500	16.9 %	See Additional Slide
120 Finance Admin.	\$70,400	\$60,400	\$10,000	16.6 %	- Interim CFO Services

Other Expenses - Legal

Category	2012 Proposed	2011 Adopted	\$ Change	% Change
160 Legal Services and Costs	\$929,800	\$795,300	\$134,500	16.9 %

Basis:

- Prosecutor: \$10,000
- Planning Board: \$25,000
- Zoning Board: \$25,000
- Tax Appeals: \$100,000
- Additional legal: \$134,500

Other Expenses Budget Highlights

Category	2012 Proposed	2011 Adopted	\$ Change	% Change	Basis
300 Fire	\$132,204	\$116,579	\$15,625	13.4 %	- Employee replacement costs
739 Purchase of Police Vehicles	\$218,700	\$195,600	\$23,100	11.8 %	- Equipment Costs
232 Self Insurance	\$1,050,000	\$950,000	\$100,000	10.5 %	See Additional Slide
480 Public Works	\$ 1,860,165	\$1,703,565	\$156,600	9.2 %	See Additional Slide

Other Expenses – Self Insurance

Category	2012 Proposed	2011 Adopted	\$ Change	% Change
232 Self Insurance	\$1,050,000	\$950,000	\$100,000	10.5 %

Basis:

- General Self Insurance Fund

Contribution (2012): \$500,000 + \$50,000

Fund Balance (1/2012): \$1,450,000 equal to 2011 starting balance

Other Expenses – Self Insurance

Category	2012 Proposed	2011 Adopted	\$ Change	% Change
232 Self Insurance	\$1,050,000	\$950,000	\$100,000	10.5 %

Basis:

- Worker's Compensation – Self-Insurance Fund
- Contribution (2012): \$550,00 + \$50,000 to cover P.O. Abraham claims
- Fund Balance (1/2012): \$1,043,708

Other Expenses – Public Works

Category	2012 Proposed	2011 Adopted	\$ Change	% Change
480 Public Works	\$ 1,860,165	\$1,703,565	\$156,600	9.2%

Basis:

- Snow Plowing + \$13,000
- Leaf Removal + \$35,000
- Tree Trimming + \$150,000
- Tree Planting + \$50,000

Other Expenses Budget Highlights

Category	2012 Proposed	2011 Adopted	\$ Change	% Change	Basis
741 Gasoline	\$275,500	\$253,000	\$22,500	8.9%	
440 Maintenance Garage	\$447,245	\$417,300	\$29,945	7.2 %	- Repair Costs
600 Health & Human Services	\$255,632	\$239,219	\$16,413	6.9 %	- Lost priority Health Funding
310 Police	\$216,967	\$207,223	\$9,744	4.7 %	- Pistol Range maintenance
743 Electric	\$538,100	\$517,800	\$20,300	3.9 %	

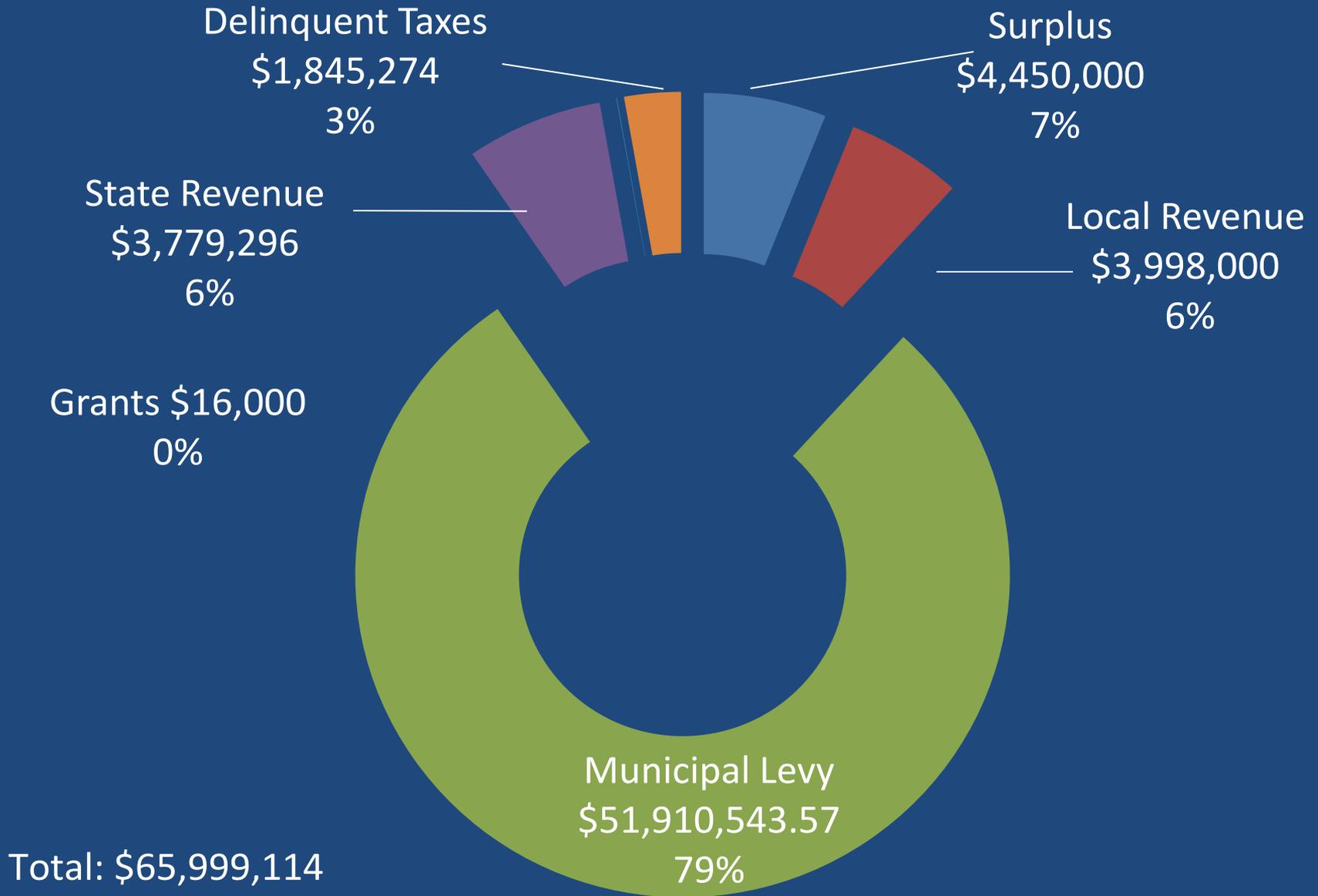
Other Expenses Budget Highlights

Category	2012 Proposed	2011 Adopted	\$ Change	% Change	Basis
430 BCUA	\$4,268,379	\$4,122,575	\$145,804	3.5 %	- Estimated Increase
770 Debt Service	\$1,880,879	\$1,843,947	\$36,932	2.0 %	- Note Interest
710 Recreation	\$256,113	\$251,368	\$4,745	1.9 %	- Equipment and Supplies
230 Employee Group Insurance	\$5,812,200	\$6,052,700	-\$240,500	-4 %	- Employee Contributions

Other Expenses Budget Highlights

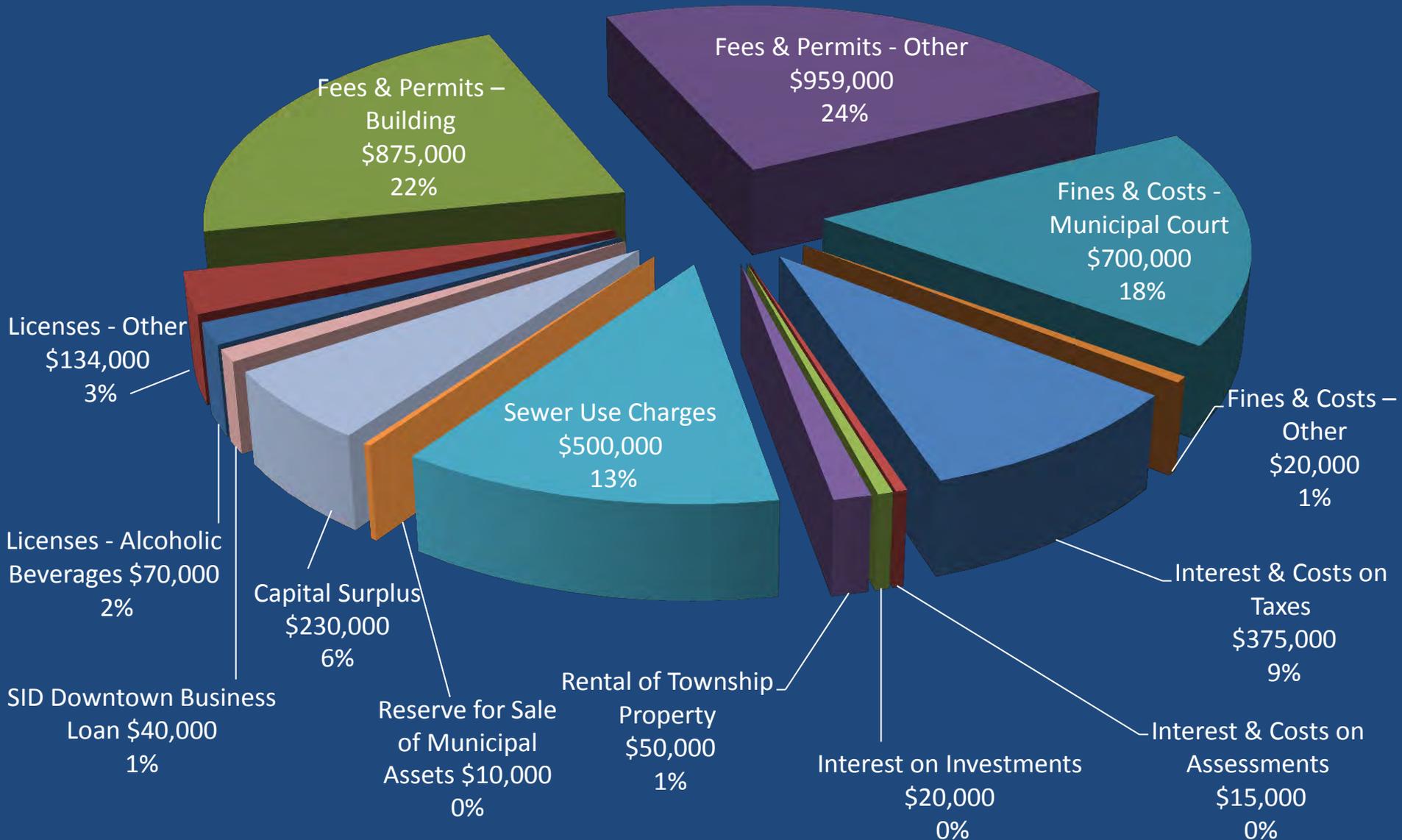
Category	2012 Proposed	2011 Adopted	\$ Change	% Change	Basis
780 Deferred Charges & Statutory Expenses	\$7,070,622	\$7,928,602	-\$857,980	-10.8%	
090 Township Council	\$32,500	\$43,000	-\$10,500	-24.4%	- Website

Estimated Revenue



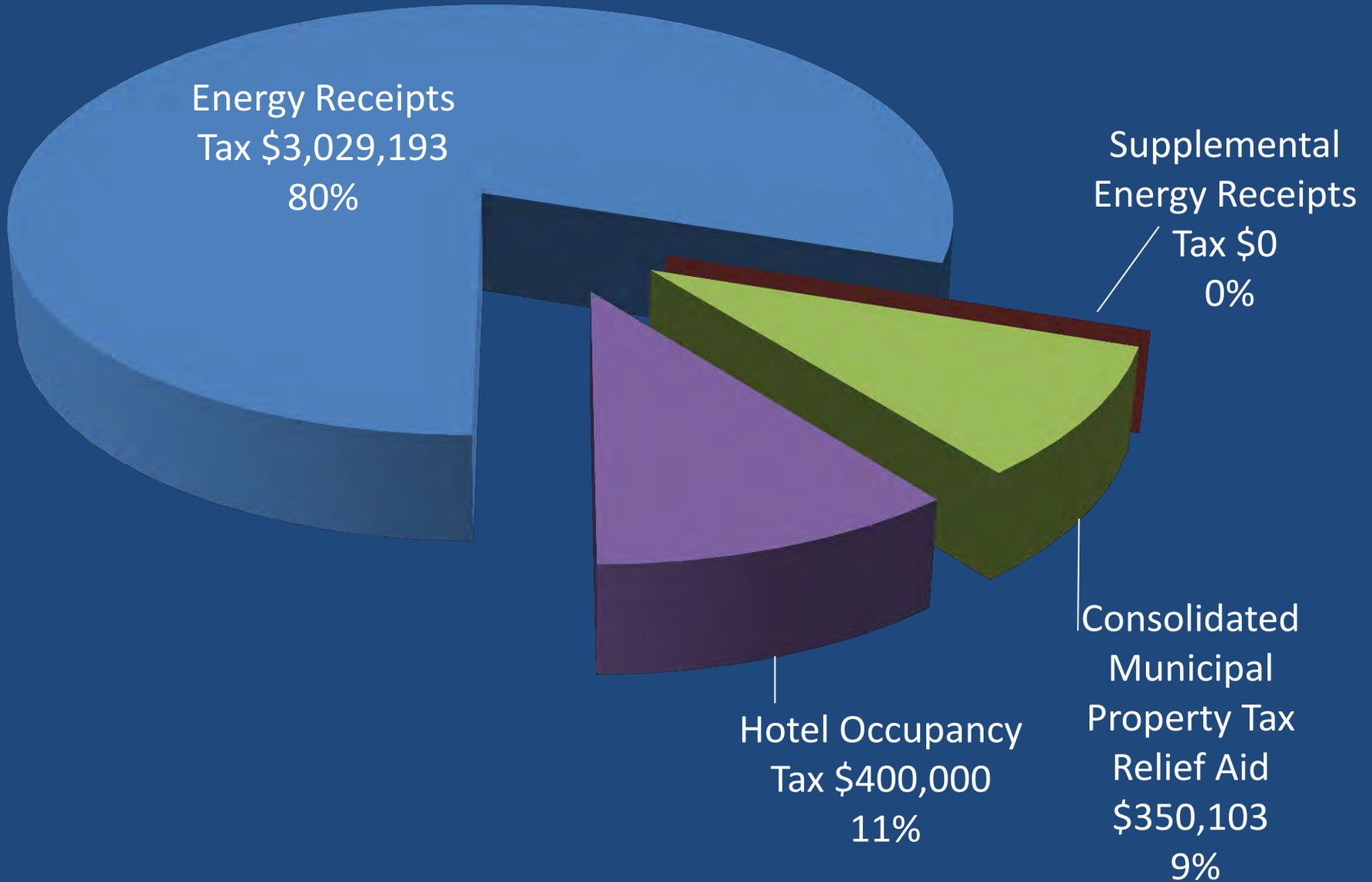
Local Revenue

Total: \$3,998,000



State Revenue

Total: \$3,779,296

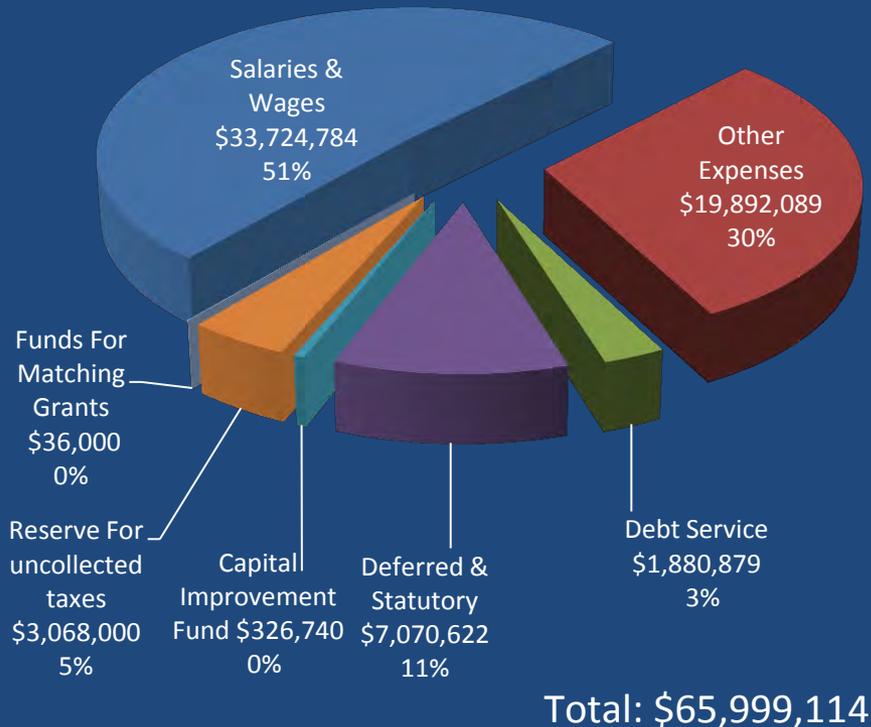


Factors impacting budget

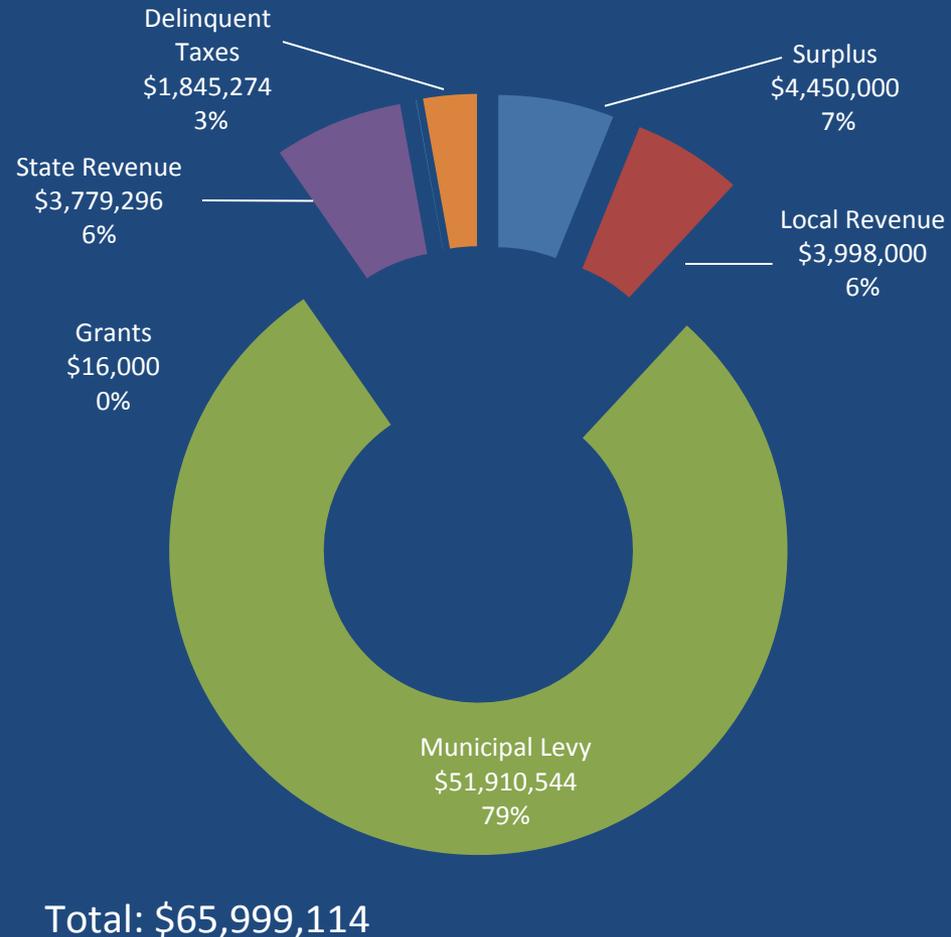
- General state of economy
- Impact of tax appeals
- Ratable Base \$6.066B decreased approx \$50M
- Interest rates
- Reduced or flat state aid
- BCUA sewer

Budget Wrap - UP

Appropriations



Revenue



Objectives

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

Upcoming Budget Meeting

Tentative Agenda

Thursday, January 19, 2012

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

Upcoming Budget Meeting

Tentative Agenda

Thursday, January 26, 2012

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

Upcoming Budget Meeting

Tentative Agenda

Thursday, February 2, 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!

