



State of New Jersey
Local Government Services

Year: 2021 Municipal User Friendly Budget

MUNICIPALITY: 0228 Ho-Ho-Kus Borough - County of Bergen

Adopted

Municode: 0228

Filename: 0228_fba_2021.xlsm

Website: www.hohokusboro.com

Phone Number: 201-652-4400

Mailing Address: 333 Warren Avenue

Email the UFB if not using Outlook

Municipality: Ho-Ho-Kus

State: NJ

Zip: 07423

Mayor				
First Name	Middle Name	Last Name	Term Expires	Business Email
Thomas	W.	Randall	12/21/2023	randallt@ho-ho-kusboro.com
Chief Administrative Officer				
William	J.	Jones		jonesw@ho-ho-kusboro.com
Chief Financial Officer				
Joseph		Citro		citroj@ho-ho-kusboro.com
Municipal Clerk				
Joan		Herve		clerk@ho-ho-kusboro.com
Registered Municipal Accountant				
Paul	W.	Garbarini		officemgr@garbarinicpa.com
Governing Body Members				
First Name	Middle Name	Last Name	Term Expires	Business Email
Edward		Iannelli	12/31/2023	ianellie@ho-ho-kusboro.com
Steven		Shell	12/31/2023	shells@ho-ho-kusboro.com
Kevin		Crossley	12/31/2022	crossleyk@ho-ho-kusboro.com
Kathleen		Moran	12/31/2022	morank@ho-ho-kusboro.com
Dane		Policastro	12/31/2021	policastrod@ho-ho-kusboro.com
Douglas		Troast	12/31/2021	troastd@ho-ho-kusboro.com

USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

2020 Calendar Year Property Tax Levies - ALL entities levying property taxes					Current Year 2021 Budget		
	Calendar Year	Calendar Year	% of	Avg Residential	Taxes	Actual/Estimated	Tax Levy
	Tax Rate	Tax Levy	Total Levy	Taxpayer Impact			
Municipal Purpose Tax	0.602	\$7,051,981.86	27.40%	\$4,498.00	Municipal Purpose Tax	ESTIMATED	\$7,385,889.00
Municipal Library	0.037	\$433,958.50	1.69%	\$277.00	Municipal Library	ACTUAL	\$438,707.00
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	1.282	\$14,988,409.00	58.25%	\$9,575.00	Local School District	ESTIMATED	\$15,360,000.00
Regional School District			0.00%	\$0.00	Regional School District		
County Purposes	0.268	\$3,127,571.00	12.15%	\$1,998.00	County Purposes	ESTIMATED	\$3,206,000.00
County Library			0.00%	\$0.00	County Library		
County Board of Health			0.00%	\$0.00	County Board of Health		
County Open Space	0.011	\$130,729.00	0.51%	\$84.00	County Open Space	ESTIMATED	\$134,000.00
Other County Levies (total)			0.00%	\$0.00	Other County Levies (total)		
Total (Calendar Year 2020 Budget)	2.200	\$25,732,649.36	100.00%	\$16,432.00	Total ESTIMATED amount to be raised by taxes		\$26,524,596.00
Total Taxable Valuation as of October 1, 2020 \$1,173,688,600.00					Revenue Anticipated, Excluding Tax Levy		1,805,841.12
(To be used to calculate the current year tax rate)					Budget Appropriations, before Reserve for Uncollected Taxes		10,078,437.36
Current Year Average Residential Assessment \$748,933.00					Total Non-Municipal Tax Levy		\$18,700,000.00
Prior Year to Current Year Comparison					Amount to be Raised by Taxes - Before RUT		\$26,972,596.24
Comparison - Municipal Purposes Tax Rate					Reserve for Uncollected Taxes (RUT)		\$266,947.53
Comparison - Municipal Purposes Tax Levy					Total Amount to be Raised by Taxes		\$27,239,543.77
Comparison - Impact on Avg. Residential Tax Payment (Municipal Purposes Only)					% of Tax Collections used to Calculate RUT		99.02%
Tax Collections - ACTUAL as of Prior Year					If % used exceeds the actual collection % then reference the statutory exception used		
Total Tax Revenue, Collections CY 2020					Total Tax Revenue, Collections CY 2020		
Total Tax Levy, CY 2020					Total Tax Levy, CY 2020		
% of Taxes Collected, CY 2020					% of Taxes Collected, CY 2020		
Delinquent Taxes - December 31, 2020					Delinquent Taxes - December 31, 2020		
Sheet UFB-1							

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	Water Utility	Solid Waste Utility	Utility	Utility	Utility
08	Surplus	-20.35%	(\$384,080.00)	\$1,887,080.00	\$1,503,000.00	\$631,000.00			\$600,000.00	\$272,000.00			
08	Local Revenue	-1.77%	(\$49,664.90)	\$2,812,539.90	\$2,762,875.00	\$457,875.00			\$1,240,000.00	\$1,065,000.00			
09	State Aid (without offsetting appropriation)	0.00%	\$0.00	\$295,884.00	\$295,884.00	\$295,884.00							
08	Uniform Construction Code Fees	-2.25%	(\$4,842.00)	\$214,842.00	\$210,000.00	\$210,000.00							
Special Revenue Items w/ Prior Written Consent													
11	Shared Services Agreements	-0.24%	(\$98.98)	\$40,698.98	\$40,600.00	\$40,600.00							
08	Additional Revenue Offset by Appropriations	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
10	Public and Private Revenue	-99.13%	(\$168,942.11)	\$170,424.23	\$1,482.12	\$1,482.12							
08	Other Special Items	100.00%	\$400,000.00	\$400,000.00	\$800,000.00	\$800,000.00							
15	Receipts from Delinquent Taxes	-0.49%	(\$382.36)	\$77,382.36	\$77,000.00	\$77,000.00							
Amount to be raised by taxation													
07	Local Tax for Municipal Purposes	0.89%	\$65,502.89	\$7,320,386.11	\$7,385,889.00	\$7,385,889.00							
07	Minimum Library Tax	1.09%	\$4,748.74	\$433,958.50	\$438,707.24	\$438,707.24							
54	Open Space Levy Tax	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
56	Arts and Cultural Levy Tax	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
07	Addition to Local District School Tax	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
08	Deficit General Budget	#DIV/0!	\$0.00	\$0.00	\$0.00	\$0.00							
	Total	-1.01%	(\$137,758.72)	\$13,653,196.08	\$13,515,437.36	\$10,338,437.36	\$0.00	\$0.00	\$1,840,000.00	\$1,337,000.00	\$0.00	\$0.00	\$0.00

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	Water Utility	Solid Waste Utility	Utility	Utility	Utility
20	General Government	5.00	3.00	3.87%	\$27,100.00	\$700,500.00	\$727,600.00	\$727,600.00								
21	Land-Use Administration		2.00	27.69%	\$27,000.00	\$97,500.00	\$124,500.00	\$124,500.00								
22	Uniform Construction Code	1.00		0.00%	\$0.00	\$59,000.00	\$59,000.00	\$59,000.00								
23	Insurance			0.18%	\$1,784.00	\$999,000.00	\$1,000,784.00	\$890,784.00				\$80,000.00	\$30,000.00			
25	Public Safety	19.00	15.00	7.46%	\$210,767.23	\$2,825,114.89	\$3,035,882.12	\$3,034,400.00	\$1,482.12							
26	Public Works	9.00	2.00	-10.42%	(\$191,609.34)	\$1,839,009.34	\$1,647,400.00	\$1,092,400.00				\$555,000.00				
27	Health and Human Services	1.00		2.38%	\$1,000.00	\$42,000.00	\$43,000.00	\$43,000.00								
28	Parks and Recreation		1.00	-15.09%	(\$8,000.00)	\$53,000.00	\$45,000.00	\$45,000.00								
29	Education (including Library)	3.00	9.00	1.09%	\$4,748.74	\$433,958.50	\$438,707.24	\$438,707.24								
30	Unclassified			46.30%	\$25,000.00	\$54,000.00	\$79,000.00	\$75,000.00	\$4,000.00							
31	Utilities and Bulk Purchases			-0.70%	(\$6,000.00)	\$861,000.00	\$855,000.00	\$855,000.00								
32	Landfill / Solid Waste Disposal			4.35%	\$45,000.00	\$1,035,000.00	\$1,080,000.00						\$1,080,000.00			
35	Contingency			#DIV/0!	\$0.00		\$0.00									
36	Statutory Expenditures			18.09%	\$172,035.00	\$951,000.00	\$1,123,035.00	\$1,046,035.00				\$50,000.00	\$27,000.00			
37	Judgements			#DIV/0!	\$0.00		\$0.00									
42	Shared Services			2.47%	\$3,000.00	\$121,500.00	\$124,500.00	\$124,500.00								
43	Court and Public Defender	1.00	4.00	0.00%	\$0.00	\$103,500.00	\$103,500.00	\$103,500.00								
44	Capital			-29.16%	(\$405,789.00)	\$1,391,443.00	\$985,654.00	\$530,654.00				\$455,000.00				
45	Debt			-0.95%	(\$9,405.00)	\$992,280.00	\$982,875.00	\$882,875.00				\$100,000.00				
46	Deferred Charges			#DIV/0!	\$0.00		\$0.00									
48	Debt - Type 1 School District			#DIV/0!	\$0.00		\$0.00									
50	Reserve for Uncollected Taxes			0.00%	\$0.00	\$260,000.00	\$260,000.00	\$260,000.00								
55	Surplus General Budget			100.00%	\$400,000.00	\$400,000.00	\$800,000.00					\$600,000.00	\$200,000.00			
Total		39.00	36.00	2.24%	\$296,631.63	\$13,218,805.73	\$13,515,437.36	\$10,332,955.24	\$5,482.12	\$0.00	\$0.00	\$1,840,000.00	\$1,337,000.00	\$0.00	\$0.00	\$0.00

USER FRIENDLY BUDGET SECTION STRUCTURAL BUDGET IMBALANCES

[illegible]

ASSESSED PROPERTY VALUATIONS - EXEMPT PROPERTY - PROPERTY TAX APPEAL DATA

Property Tax Assessments - Taxable Properties (October 1, 2020 Value)			
	# of Parcels	Assessed Value	% of Total
1 Vacant Land	64	\$17,051,600.00	1.45%
2 Residential	1,428	\$1,100,356,800.00	93.71%
3A/3B Farm			0.00%
4A Commercial	42	\$40,980,100.00	3.49%
4B Industrial	1	\$15,300,000.00	1.30%
4C Apartments			0.00%
5A/5B Railroad	1	\$476,600.00	0.04%
6A/6B Business Personal Property	1	\$100.00	0.00%
Total	1,537	\$1,174,165,200.00	100.00%

Average Ratio (%), Assessed to True Value		88.82%
Equalized Valuation, Taxable Properties		\$1,321,960,369.29

Total # of property tax appeals filed in 2020	County Tax Board	17.00
	State Tax Court	14.00
Number of 2020 County Tax Board decisions appealed to Tax Court		1.00
Number of pending property tax appeals in State Tax Court		41.00

Amount paid out by municipality for tax appeals in 2020	\$74,690.58
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Property Tax Assessments - Exempt Properties (October 1, 2020 Value)			
	# of Parcels	Assessed Value	% of Total
15A Public Schools	5	\$11,469,200.00	24.17%
15B Other Schools	2	\$5,113,600.00	10.78%
15C Public Property	35	\$19,228,400.00	40.52%
15D Church and Charities	7	\$7,932,100.00	16.72%
15E Cemeteries & Graveyards	4	\$903,700.00	1.90%
15F Other Exempt	6	\$2,802,400.00	5.91%
Total	59	\$47,449,400.00	100.00%

Percentage of Exempt vs. Non-Exempt Properties	4.04%
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Prior Budget Year's Payments in Lieu of Tax (PILOT) - 5 Year Exemptions/Abatements				
	# of Parcels	PILOT Billing/Revenue	Assessed Value	Taxes if Billed in Full 2020 Total Tax Rate
G Commercial/Industrial Exemption				
I Dwelling Exemption	N/A			
J Dwelling Abatement				
K New Dwelling/Conversion Exemption				
L New Dwelling/Conversion Abatement				
N Multiple Dwelling Exemption				
O Multiple Dwelling Abatement				
Total 5 Yr Exemptions/Abatements	0	0.00	0.00	0.00

Long Term Tax Exemptions

[illegible]

**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	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supervisory Staff (Department Heads & Managers)	6.00	4.00	956,437.00	\$693,496.00	\$0.00	\$100,000.00	\$105,000.00	\$57,941.00
Police Officers (Including Superior Officers)	16.00	0.00	3,261,862.00	\$2,212,266.00	\$120,000.00	\$627,000.00	\$287,000.00	\$15,596.00
Fire Fighters (Including Superior Officers)	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
All Other Union Employees not listed above	8.00	0.00	922,820.00	\$524,532.00	\$70,000.00	\$144,463.00	\$140,000.00	\$43,825.00
All Other Non-Union Employees not listed above	9.00	32.00	1,145,000.00	\$882,485.00	\$10,000.00	\$10,000.00	\$168,784.00	\$73,731.00
Totals	39.00	36.00	6,286,119.00	\$4,312,779.00	\$200,000.00	\$881,463.00	\$700,784.00	\$191,093.00

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

	Current Year # of Covered Members (Medical & Rx)	Current Year Annual Cost Estimate per Employee	Total Current Year Cost	Prior Year # of Covered Members (Medical & Rx)	Prior Year Annual Cost per Employee (Average)	Total Prior Year Cost
Active Employees - Health Benefits - Annual Cost						
Single Coverage	9.00	\$11,743.92	\$105,695.28	9.00	\$13,348.57	\$120,137.13
Parent & Child	2.00	\$21,021.60	\$42,043.20	2.00	\$21,838.68	\$43,677.36
Employee & Spouse (or Partner)	6.00	\$23,487.84	\$140,927.04	7.00	\$26,982.72	\$188,879.04
Family	16.00	\$32,765.52	\$524,248.32	16.00	\$35,090.64	\$561,450.24
Employee Cost Sharing Contribution (enter as negative -)			(\$250,000.00)			(\$235,000.00)
Subtotal	33.00		\$562,913.84	34.00		\$679,143.77
Elected Officials - Health Benefits - Annual Cost						
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 -)						
Subtotal	0.00		\$0.00	0.00		\$0.00
Retirees - Health Benefits - Annual Cost						
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 -)						
Subtotal	0.00		\$0.00	0.00		\$0.00
GRAND TOTAL	33.00		\$562,913.84	34.00		\$679,143.77

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)?

YES

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

NO

USER FRIENDLY BUDGET SECTION

ACCUMULATED ABSENCE LIABILITY

**Legal basis for benefit
(check applicable items)**

Organization/Individuals Eligible for Benefit	Gross Days of Accumulated Absence	Dollar Value of Compensated Absences	Approved Labor Agreement	Local Ordinance	Individual Employment Agreement
ADMINISTRATIVE	241.00	\$78,195.00		X	
PUBLIC WORKS	236.00	\$44,596.00	X		
LIBRARY	0.00	\$0.00		X	
POLICE	244.00	\$175,396.00	X		
* FROZEN IN 2017.					
Totals	721.00	\$298,187.00			
Total Funds Reserved as of end of 2020		\$271,068.44			
Total Funds Appropriated in 2021		\$0.00			

UFB-9 Accumulated Absence Liability

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

Gross Debt			Net Debt	Current Year 2022 2023 All Additional Future Budget Budget Budget Years' Budgets				
Local School Debt	\$5,750,000.00	\$5,750,000.00	\$0.00	Utility Fund - Principal	\$97,000.00	\$0.00	\$0.00	\$0.00
Regional School Debt			\$0.00	Utility Fund - Interest	\$3,000.00	\$0.00	\$0.00	\$0.00
Utility Fund Debt				Bond Anticipation Notes - Principal	\$0.00			
Arts and Culture			\$0.00	Bond Anticipation Notes - Interest	\$0.00			
Water	\$97,000.00	\$97,000.00	\$0.00	Bonds - Principal	\$750,000.00	\$500,000.00	\$500,000.00	\$4,000,000.00
Solid Waste			\$0.00	Bonds - Interest	\$132,875.00	\$113,375.00	\$103,375.00	\$330,062.50
0			\$0.00	Loans & Other Debt - Principal				
0			\$0.00	Loans & Other Debt - Interest				
0			\$0.00	Total	\$982,875.00	\$613,375.00	\$603,375.00	\$4,330,062.50
Municipal Purposes				Total Principal	\$847,000.00	\$500,000.00	\$500,000.00	\$4,000,000.00
Debt Authorized			\$0.00	Total Interest	\$135,875.00	\$113,375.00	\$103,375.00	\$330,062.50
Notes Outstanding			\$0.00	% of Total Current Year Budget	7.27%			
Bonds Outstanding	\$5,750,000.00		\$5,750,000.00	Description	Debt Not Listed Above			
Loans and Other Debt			\$0.00	Total Guarantees - Governmental				
Total (Current Year)	\$11,597,000.00	\$5,847,000.00	\$5,750,000.00	Total Guarantees - Other				
Population (2010 census)	4,127			Total Capital/Equipment Leases				
Per Capita Gross Debt	\$2,810.03			Total Other				
Per Capita Net Debt	\$1,393.26			Bond Rating	Moody's	Standard & Poors	Fitch	
3 Yr. Average Property Valuation		\$1,309,088,861.67		Rating	Aa1			
Net Debt as % of 3 Year Avg Property Valuation		0.44%		Year of Last Rating	2019			
				Mark "X" if Municipality has no bond rating				
				Sheet UFB-10				

USER FRIENDLY BUDGET SECTION - SHARED SERVICES PROVIDED AND RECEIVED

[illegible]

USER FRIENDLY BUDGET SECTION - SHARED SERVICES PROVIDED AND RECEIVED

[illegible]

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

[illegible]

USER FRIENDLY BUDGET SECTION - Notes

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