

2013 MUNICIPAL DATA SHEET
(MUST ACCOMPANY 2013 BUDGET)

CAP

MUNICIPALITY City of Burlington

COUNTY: Burlington

James Fazzone	12/31/2015
MAYOR'S NAME	TERM EXPIRES

MUNICIPAL OFFICIALS	
	12/05/06
	Date of Orig. Appt.
Cindy A. Crivaro	C-1429
MUNICIPAL CLERK	Cert No.
Lynette P. Miller	T-1444
TAX COLLECTOR	Cert No.
Kenneth R. MacMillan	404
CHIEF FINANCIAL OFFICER	Cert No.
John J. Maley, Jr., CPA, RMA	CR 212
REGISTERED MUNICIPAL ACCOUNTANT	Lic No.
George Saponaro	
MUNICIPAL ATTORNEY	

Official Mailing Address of Municipality

525 High Street
Burlington, N.J. 08016

Fax # 609-733-1050

GOVERNING BODY MEMBERS	
NAME	TERM EXPIRES
Ila Marie Lollar	12/31/13
Helen F. Hatala	12/31/13
Barry W. Conaway	12/31/13
David Babula	12/31/15
Douglas Ghau	12/31/15
Suzanne Woodard	12/31/15
Jeanette Mercuri	12/31/13

Please attach this to your 2013 Budget and Mail to:

Director
Division of Local Government Services
Department of Community Affairs
P.O. Box 803
Trenton NJ 08625

Division Use Only
Municode: _____
Public Hearing Date: _____

2013
MUNICIPAL BUDGET

Municipal Budget of the CITY OF BURLINGTON, County of Burlington for the Fiscal Year 2013.

It is hereby certified that the Budget and Capital Budget annexed hereto and hereby made a part hereof is a true copy of the Budget and Capital Budget approved by resolution of the Governing Body on the 9th day of April, 2013, and that public advertisement will be made in accordance with the provisions of N.J.S.A. 40A:4-6 and N.J.A.C. 5:30-4.4(d).

Certified by me, this 9th day of April, 2013.

It is hereby certified that the approved Budget annexed hereto and hereby made a part is an exact copy of the original on file with the Clerk of the Governing Body, that all additions are correct, all statements contained herein are in proof, and the total of anticipated revenues equals the total of appropriations.

Certified by me, this 9th day of April, 2013.

John J. Maley, Jr. CPA, RMA
6 E. Park Avenue
Bordentown, NJ 08505

Clerk _____
525 High Street _____ Address
Burlington, N.J. 08016 _____ Address
609-386-0200 _____ Phone #

It is hereby certified that the approved Budget annexed hereto and hereby made a part is an exact copy of the original on file with the Clerk of the Governing Body, that all additions are correct, all statements contained herein are in proof, the total of anticipated revenues equals the total of appropriations and the budget is in full compliance with the Local Budget Law, N.J.S. 40A: 4-1 et seq.

Certified by me, this 9th day of April, 2013.

Registered Municipal Accountant

(609) 298-8639

DO NOT USE THESE SPACES

Chief Financial Officer

CERTIFICATION OF ADOPTED BUDGET

It is hereby certified that the amount to be raised by taxation for local purposes has been compared with the approved budget previously certified by me and any changes required as a condition to such approval have been made. The adopted budget is certified with respect to the foregoing only.

STATE OF NEW JERSEY
Department of Community Affairs
Director of the Division of Local Government Services

Dated: _____ By: _____

(Do not advertise this Certification form.)

CERTIFICATION OF APPROVED BUDGET

It is hereby certified that the Approved Budget made part hereof complies with the requirements of law, and approval is given pursuant to N.J.S. 40A:4-79.

STATE OF NEW JERSEY
Department of Community Affairs
Director of the Division of Local Government Services

Dated: _____ By: _____

COMMENTS OR CHANGES REQUIRED AS A CONDITION OF CERTIFICATION OF DIRECTOR OF LOCAL GOVERNMENT SERVICES

The changes or comments which follow must be considered in connection with further action on this budget.

City of Burlington, County of Burlington

MUNICIPAL BUDGET NOTICE

Section 1.

Municipal Budget of the CITY OF BURLINGTON, County of BURLINGTON, for the Fiscal Year 2013;

Be It Resolved, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2013;

Be It Further Resolved, that said Budget be published in the Burlington County Times in the issue of April 24, 2013.

The Governing Body of the CITY OF BURLINGTON does hereby approve the following as the Budget for the year 2013.

RECORDED VOTE (Insert last name)	Ayes	Nays	Abstained
	(Conaway		(
	(Ghaul		(
	(Lollar	(Hatala	
	(Woodard		
	(Mercuri		
			Absent (Babula
			(

Notice is hereby given that the Budget and Tax Resolution was approved by the COMMON COUNCIL of the CITY of BURLINGTON, COUNTY of BURLINGTON, on April 9, 2013.

A Hearing on the Budget and Tax Resolution will be held at City Hall, 525 High Street on May 7, 2013 at 7:00

P.M. at which time and place objections to said Budget and Tax Resolution for the year 2013 may be presented by taxpayers or other interested persons.

EXPLANATORY STATEMENT (continued)

SUMMARY OF 2012 APPROPRIATIONS EXPENDED AND CANCELED

	General Budget	Water Utility	Sewer Utility	Utility
Budget Appropriations - Adopted Budget	16,191,710.03	1,949,793.47	2,666,734.03	
Budget Appropriations Added by N.J.S.A. 40A:4-87	571,049.61			
Emergency Appropriations				
Total Appropriations	16,762,759.64	1,949,793.47	2,666,734.03	
Expenditures:				
Paid or Charged (Including Reserve for Uncollected Taxes)	15,776,111.54	1,787,941.98	2,311,974.97	
Reserved	986,261.30	154,941.21	347,827.17	
Unexpended Balances Canceled	386.80	6,910.28	6,931.89	
Total Expenditures and Unexpended Balances Canceled	16,762,759.64	1,949,793.47	2,666,734.03	
Overexpenditures*	-	-	-	

*See Budget Appropriation Items so marked to the right of column "Expended 2012 Reserved."

Explanations of Appropriations for "Other Expenses"

The amounts appropriated under the title of "Other Expenses" are for operating costs other than "Salaries and Wages."

Some of the items included in "Other Expenses" are:

Materials, supplies and non-bondable equipment;

Repairs and maintenance of buildings, equipment, roads, etc.;

Contractual services for garbage and trash removal, fire hydrant service, aid to volunteer fire companies, etc.;

Printing and advertising, utility services, insurance and many other items essential to the services rendered by municipal government.

EXPLANATORY STATEMENT (continued)

BUDGET MESSAGE

MUNICIPAL APPROPRIATIONS CAP LAW:

The Municipal CAP Law provides for limitations on the amount appropriations can increase. For 2013, the CAP percentage is 2.0%. By passing an ordinance, the City can increase the appropriations by an amount up to 3.5%.

The actual calculation is somewhat complex, but in general it works as follows: Starting with the figure in the 2012 Budget for Total General Appropriations, the following 2012 Budget figures are subtracted: Reserve for Uncollected Taxes, Debt Service (including school debt service if the municipal government pays it), State and Federal Aid, Cash Deficit (if any), Emergency Appropriations up to 3%. Take the resulting figure and multiply it by 2.0%, and this gives you the basic "CAP" or the amount of appropriations increase allowed over the 2012 Total General Appropriations

The actual "CAPS" for this municipality will be reviewed by the Division of Local Government Services, in the State Department of Community Affairs, but the calculation upon which this budget was prepared is as follows:
 Total General Appropriations for 2012
 CAP Base Adjustments:

	16,191,710.03	16,191,710.03
Balance Forward		
Modifications:		
Less:		
Operations-Excluded from CAPS	188,909.00	
Capital Improvements	0.00	
Total Municipal Debt Service	1,179,797.50	
Total Public and Private Programs	234,719.17	
Deferred Charges - Unfunded	47,000.00	
Reserve for Uncollected Taxes	1,107,145.07	
	<u>2,757,570.74</u>	
Amount on which 2.0% CAP is applied		13,434,139.29
2.0% CAP		268,682.79
Allowable Operating Appropriations Before Additional Exceptions per NJSA 40A:4-45.3		13,702,822.08
Add:		
Available from Banking - 2011	195,805.84	
Available from Banking - 2012	391,048.77	
Assessed Value of New Construction	25,628.23	
COLA Rate Ordinance	0.00	
	<u>612,482.84</u>	
Total Allowable Appropriations Within "CAPS" for 2013		<u><u>14,315,304.92</u></u>

EXPLANATORY STATEMENT (continued)

BUDGET MESSAGE

PROPERTY TAX LEVY CAP LAW:

The property tax levy CAP law was adopted by the state legislature in 2010.

This law provides for limitations on how much the local purpose tax levy can increase.

Generally speaking, the law limits the tax levy increase to two percent (2%).

The law did provide for certain exceptions to this levy cap. They include increases in debt service and capital expenditures, weather and other "declared" emergencies; pension contributions in excess of 2%, health benefit cost increases in excess of 2% and limited by the increase in State Health Benefit rate increases (9.2% for CY 2013). The calculation is shown to the right. This budget complies with the 2% cap.

Levy Cap Calculation:

Prior Year Amount to be Raised by Taxation for Municipal Purposes		\$7,185,036
Less: Prior Year Deferred Charges to Future Taxation Unfunded		\$0
Less: Prior Year Deferred Charges: Emergencies		\$47,000
Less: Prior Year Recycling Tax		\$15,000
Less: Changes in Service Provider: Transfer of Service/Function		\$0
Net Prior Year Tax Levy for Municipal Purpose Tax for Cap Calculation		\$7,123,036
Plus: 2% Cap Increase		\$142,461
Adjusted Tax Levy Prior to Exclusions		\$7,265,497
Exclusions:		
Allowable Shared Service Agreements Increase	\$0	
Allowable Health Insurance Cost Increase	\$92,207	
Allowable Pension Obligations Increases	\$9,687	
Allowable Capital Improvements Increase	\$0	
Allowable Debt Service and Capital Leases Increase	\$9,659	
Recycling Tax Appropriation	\$15,000	
Deferred Charges to Future Taxation Unfunded	\$0	
Current Year Deferred Charges: Emergencies	\$47,000	
Add Total Exclusions		\$173,553
Less Cancelled or Unexpended Exclusions		\$387
Adjusted Tax Levy After Exclusions		\$7,438,663
Additions:		
New Ratables - Incr in Valuations (New Constr & Additions	\$2,317,200	
Prior Year's Local Municipal Purpose Tax Rate (per \$100)	\$1,106	
New Ratable Adjustment to Levy		\$25,628
CY2012 Cap Bank Utilized in CY 2013		\$140,347
Amounts approved by Referendum		\$0
Maximum Allowable Amount to be Raised by Taxation		\$7,604,639
Amount to be Raised by Taxation for Municipal Purposes		\$7,555,738

EXPLANATORY STATEMENT (continued)

BUDGET MESSAGE

EFFECT ON TAX RATE

It is estimated that the 2013 Local Purpose Tax Rate will increase by \$0.071 per \$100 of assessed valuation. The new local purpose tax rate is estimated to be \$1.177 per \$100 of assessed valuation.

This represents an annual increase of \$ 99.80 for a homeowner with a property assessed at the City's average residential assessment of \$141,000.

State Aid has not been reduced this year. Our State Aid was decreased by \$408,553.00 in 2010, \$149,275.00 in 2009 and by \$212,901.00 in 2008.

We are now receiving the same level of State Aid as we did in 2002.

Due to no increase in State Aid, mandatory increases in insurance, group insurance, and contractual salaries, as well as the constraints imposed by the 2% tax levy CAP, the City had to take major steps to come up with a budget that keeps the tax rate increase to a minimum.

The amount to be raised by taxes is less than the 2% tax levy CAP imposed by statute. In addition, this budget is less than the 2% appropriations CAP. Starting in 2012, employee contributions for health insurance increased by approximate \$ 80,000. In addition, employee's contribution for health insurance will increase by approximately \$80,000 for 2013, 2014 and 2015 per current law.

Sheet 3b, page 3

NOTE:

MANDATORY MINIMUM BUDGET MESSAGE MUST INCLUDE A SUMMARY OF:

1. HOW THE "CAP" WAS CALCULATED (Explain in words what the "CAPS" mean and show the figures.)
2. A SUMMARY BY FUNCTION OF THE APPROPRIATIONS THAT ARE SPREAD AMONG MORE THAN ONE OFFICIAL LINE ITEM (e.g. If Police S&W appears in the regular section and also under Operations Excluded from "CAPS" section, combine the figures for purposes of citizen understanding.)

(See Management Section of Budget Manual)

CURRENT FUND - ANTICIPATED REVENUES

GENERAL REVENUES	FCOA	Anticipated		Realized in
		2013	2012	Cash
				in 2012
1. Surplus Anticipated	08-101	1,550,000.00	1,500,000.00	1,500,000.00
2. Surplus Anticipated with Prior Written Consent of Dir. of Local Govmnt. Servs.	08-102			
Total Surplus Anticipated	08-100	1,550,000.00	1,500,000.00	1,500,000.00
3. Miscellaneous Revenues - Section A: Local Revenues		xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx
Licenses:		xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx
Alcoholic Beverages	08-103	40,000.00	40,000.00	40,537.40
Other	08-104			
Fees and Permits	08-105	195,000.00	220,000.00	199,524.48
Fines and Costs:		xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx
Municipal Court	08-110	400,000.00	375,000.00	422,617.87
Other	08-109			
Interest and Costs on Taxes	08-112	135,000.00	135,000.00	194,850.96
Interest and Costs on Assessments	08-115			
Parking Meters	08-111			
Interest on Investments and Deposits	08-113		10,000.00	7,353.36
Anticipated Utility Operating Surplus	08-114			
Anticipated Public Assistance Trust Fund Surplus	08-115			
Anticipated Lease Revenues	08-162	450,000.00	440,000.00	590,944.90

CURRENT FUND - ANTICIPATED REVENUES

GENERAL REVENUES	FCOA	Anticipated		Realized in Cash in 2012
		2013	2012	
3. Miscellaneous Revenues - Section A: Local Revenues (continued):				
Total Section A: Local Revenues	08-001	1,220,000.00	1,220,000.00	1,455,828.97

CURRENT FUND - ANTICIPATED REVENUES

GENERAL REVENUES	FCOA	Anticipated		Realized in
		2013	2012	Cash in 2012
3. Miscellaneous Revenues - Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues Offset with Appropriations:		xxxxxxxxxxxxxx	xxxxxxxxxxxxxx	xxxxxxxxxxxxxx
N.J. Transportation Trust Fund Authority Act	10-865			
Recycling Tonnage Grant	10-701	14,195.70	10,728.57	10,728.57
Drunk Driving Enforcement Fund	10-745		5,855.60	5,855.60
Alcohol Education and Rehabilitation Fund	10-702			
Municipal Alliance on Alcoholism and Drug Abuse	10-703	16,700.00	16,700.00	16,700.00
Clean Communities Program	10-770		16,669.61	16,669.61
Body Armor Replacement Fund Program	10-747	3,389.67		
DCRP - Transportation and Community Development Initiative			64,000.00	64,000.00
Neighborhood Crime Prevention & Intervention Grant			59,130.00	59,130.00
FFY10 Homeland Security Grant				
Hazardous Discharge Site Remediation Fund	10-773			
Small Cities Community Development Block Grant			100,000.00	100,000.00
Emergency Management Assistance Grant				
Sustainable Jersey Small Grant			2,000.00	2,000.00
2012 Green Communities Grant			3,000.00	3,000.00

CURRENT FUND - ANTICIPATED REVENUES

	FCOA	Anticipated		Realized in
		2013	2012	Cash in 2012
3. Miscellaneous Revenues - Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues Offset with Appropriations:		xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxx
Neighborhood Stabilization Program	10-758			
Click It or Ticket	10-768		4,000.00	4,000.00
Drive Sober or Get Pulled Over	10-761		4,400.00	4,400.00
Pedestrian Safety Education Mobilization Grant	10-762		10,000.00	10,000.00
Gang Resistance Education and Training Grant	10-763			
Small Cities CDBG (Sisterhood)	10-767		400,000.00	400,000.00
NJEDA Community Economic Development Grant	10-768		50,000.00	50,000.00
Recovery Act Edward Byrne Memorial Justice Assistance Grant	10-769			
Recreational Opportunities for Individuals with Disabilities Grant	10-766			
2011 COPS Hiring Grant				
Burlington County Municipal Park Development				
Bulletproof Vest Grant	10-764		3,510.00	3,510.00
Certified Local Government Grant	10-765		24,850.00	24,850.00
Transit Village Designation Grant	10-773			
Total Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - State and Federal Revenues Offset with Appropriations	10-001	xxxxxxxxxxxxxxxx 34,285.37	xxxxxxxxxxxxxxxx 774,843.78	xxxxxxxxxxxxxxxx 774,843.78

CURRENT FUND - ANTICIPATED REVENUES

GENERAL REVENUES	FCOA	Anticipated		Realized in
		2013	2012	Cash in 2012
		xxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxx
Summary of Revenues				
1. Surplus Anticipated (sheet 4, #1)	08-101	1,550,000.00	1,500,000.00	1,500,000.00
2. Surplus Anticipated with Prior Written Consent of Director of Local Government Services (Sheet 4, #2)	08-102	0.00	0.00	0.00
3. Miscellaneous Revenues:		xxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxx	xxxxxxxxxxxxxxxxxx
Total Section A: Local Revenues	08-001	1,220,000.00	1,220,000.00	1,455,828.97
Total Section B: State Aid Without Offsetting Appropriations	09-001	5,413,180.00	5,413,180.00	5,413,180.00
Total Section C: Dedicated Uniform Construction Code Fees Offset with Appropriations	08-002	100,000.00	100,000.00	290,653.79
Total Section D: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Interlocal Municipal Service Agreements	11-001	0.00	0.00	0.00
Total Section E: Special Items of General Revenues Anticipated with Prior Written Consent of Director of Local Government Services - Additional Revenues	08-003	0.00	0.00	0.00
Total Section F: Special Items of General Revenues Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues	10-001	34,285.37	774,843.78	774,843.78
Total Section G: Special Items of General Revenues Anticipated with Prior Written Consent of Director of Local Government Services - Other Special Items	08-004	19,700.00	19,700.00	20,235.46
Total Miscellaneous Revenues	13-099	6,787,165.37	7,527,723.78	7,954,742.00
4. Receipts from Delinquent Taxes	15-499	550,000.00	550,000.00	951,610.89
5. Subtotal General Revenues (Items 1, 2, 3 and 4)	13-199	8,887,165.37	9,577,723.78	10,406,352.89
6. Amount to Be Raised by Taxes for Support of Municipal Budget:	xxxxxxx			
a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	07-190	7,555,737.54	7,185,035.86	xxxxxxxxxxxxxxxxxx
b) Addition to Local District School Tax	07-191			xxxxxxxxxxxxxxxxxx
Total Amount to Be Raised by Taxes for Support of Municipal Budget	07-199	7,555,737.54	7,185,035.86	7,350,231.27
7. Total General Revenues	13-299	16,442,902.91	16,762,759.64	17,756,584.16

CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS		Appropriated			Expended 2012		
(A) Operations within "CAPS"		for 2013	for 2012	for 2012 by Emergency Appropriation	Total for 2012 as Modified by All Transfers	Paid or Charged	Reserved
GENERAL GOVERNMENT :							
General Administration:							
Salaries and Wages	20-100-1	181,153.60	173,881.60		173,881.60	173,707.67	173.93
Other Expenses	20-100-2	31,499.88	26,102.44		26,102.44	25,297.43	805.01
Mayor and Council:							
Salaries and Wages	20-110-1	29,492.00	28,926.40		28,926.40	26,614.33	2,312.07
Other Expenses	20-110-2	9,041.52	9,037.48		9,037.48	4,532.14	4,505.34
Municipal Clerk:							
Salaries and Wages	20-120-1	124,028.00	120,513.20		120,513.20	119,631.33	881.87
Other Expenses	20-120-2	54,309.72	51,332.24		51,332.24	49,817.83	1,514.41
Financial Administration:							
Salaries and Wages	20-130-1	179,860.80	177,218.64		177,218.64	175,313.96	1,904.68
Other Expenses	20-130-2	24,870.24	24,963.16		24,963.16	18,332.33	6,630.83
Audit Services:							
Other Expenses	20-135-2	28,926.40	27,876.00		27,876.00	27,310.40	565.60
Tax Collection:							
Salaries and Wages	20-145-1	167,417.60	167,801.40		167,801.40	156,281.57	11,519.83
Other Expenses	20-145-2	10,342.40	10,342.40		10,342.40	8,446.58	1,895.82
Tax Assessment Administration:							
Salaries and Wages	20-150-1	57,000.00	52,900.00		52,900.00	52,726.81	173.19
Other Expenses	20-150-2	17,405.00	15,210.00		15,210.00	7,175.12	8,034.88