

Budgeting in the Municipal World

NJ League of Municipalities - February 3, 2024

Presenter:

Michele E. Meade, Deputy Director

Division of Local Government Services, Dept of Community Affairs

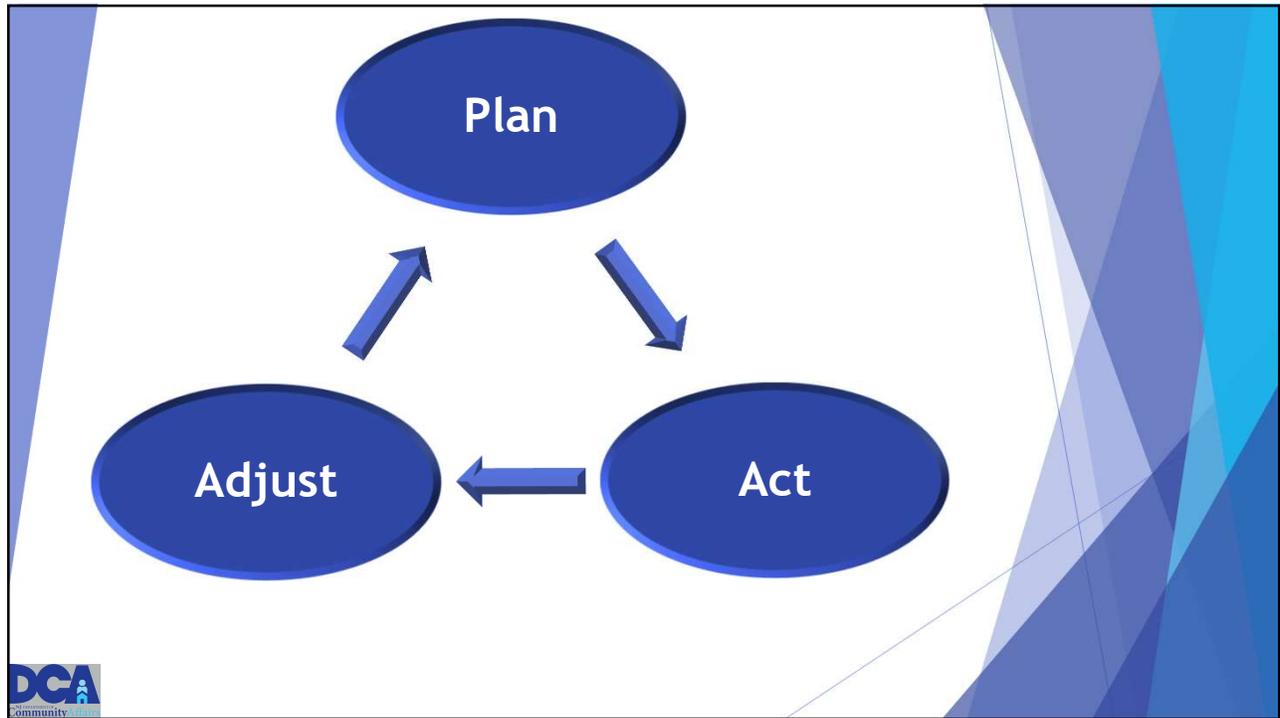


1

What is a Budget?



2



3

The Budget Process

4

BUDGET CALENDAR	
Spring - Summer	Preliminary Estimates
Early Fall	Department Proposals
Late Fall	Management Review
January	Final Review and Recommendation

Budget Deadline	Local Budget Law
Transmission to governing body	January 15 - *February 27
Temporary Budget	January 30
Introduction and approval	February 10 - *March 29
Public hearing and adoption	March 20 - *April 30

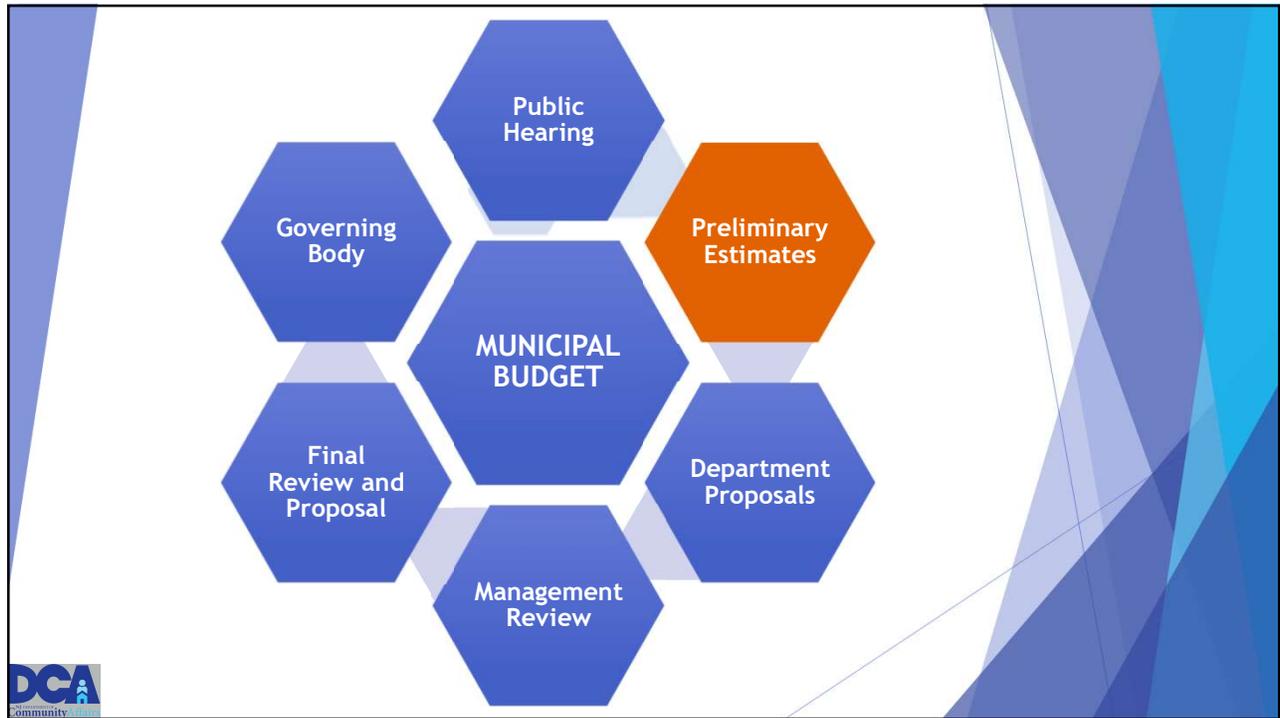
*Amended dates per Local Finance Notice 2023-22



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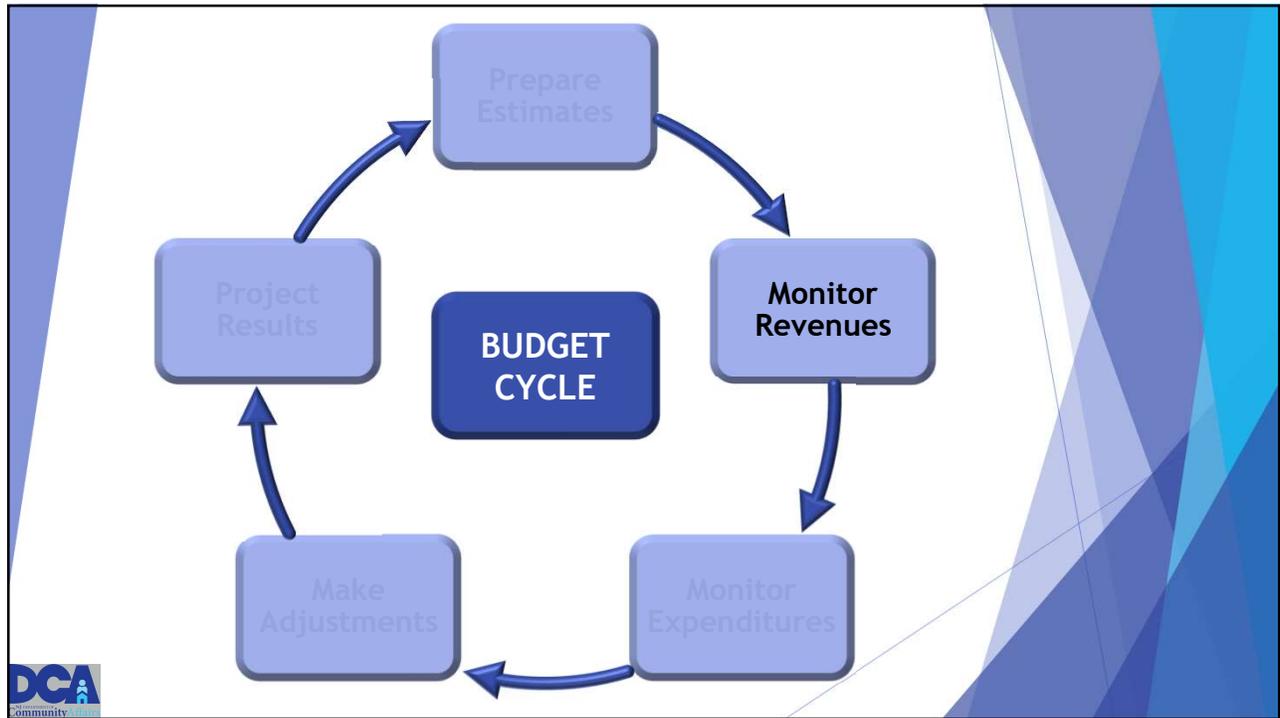
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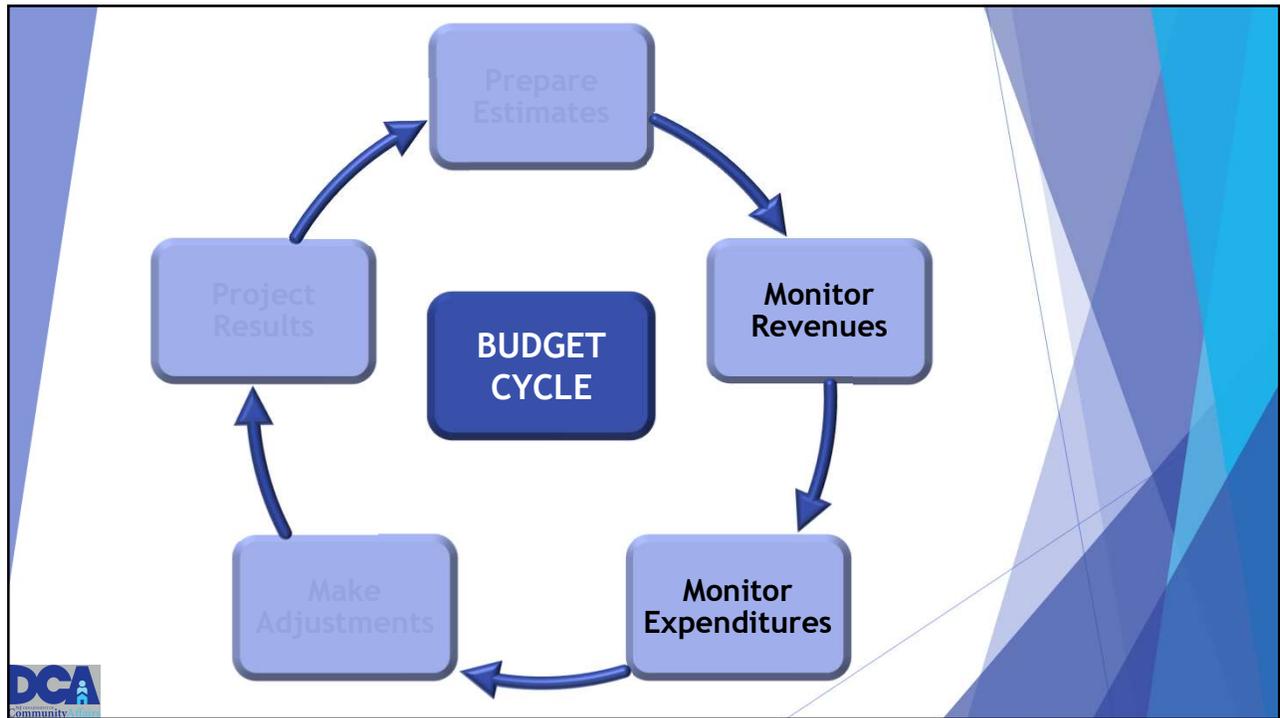
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A Continuous Process

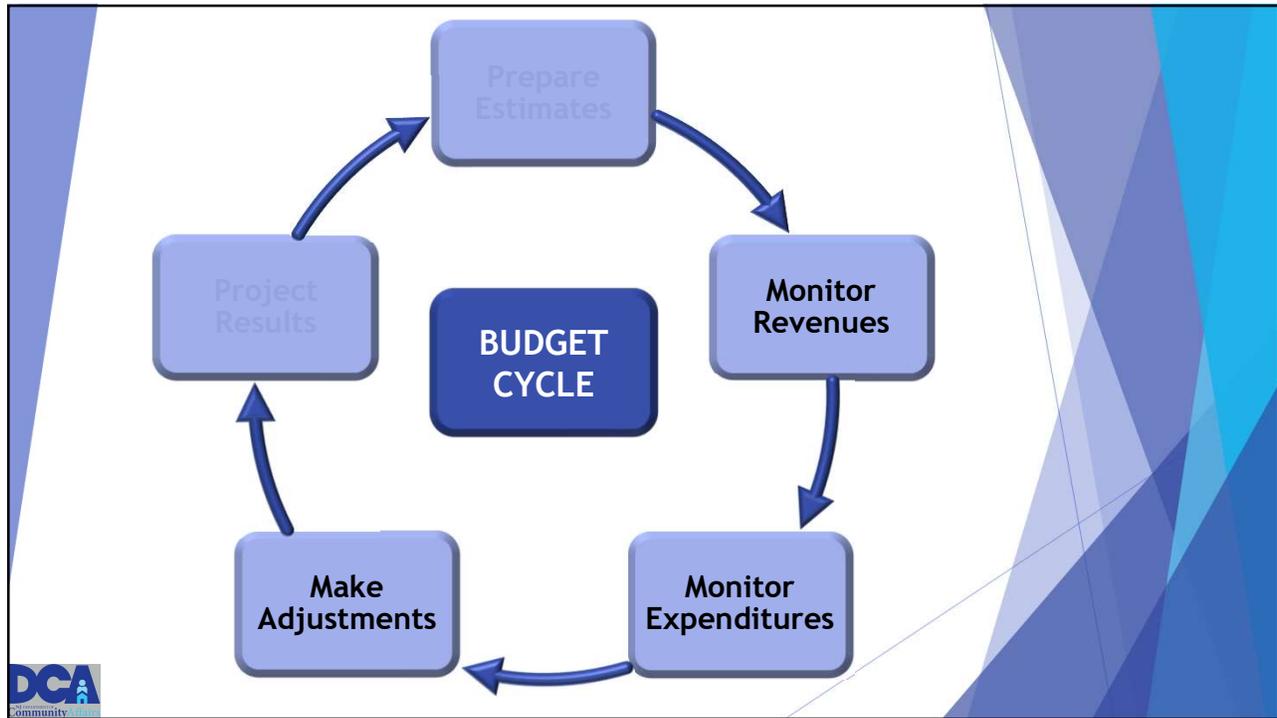
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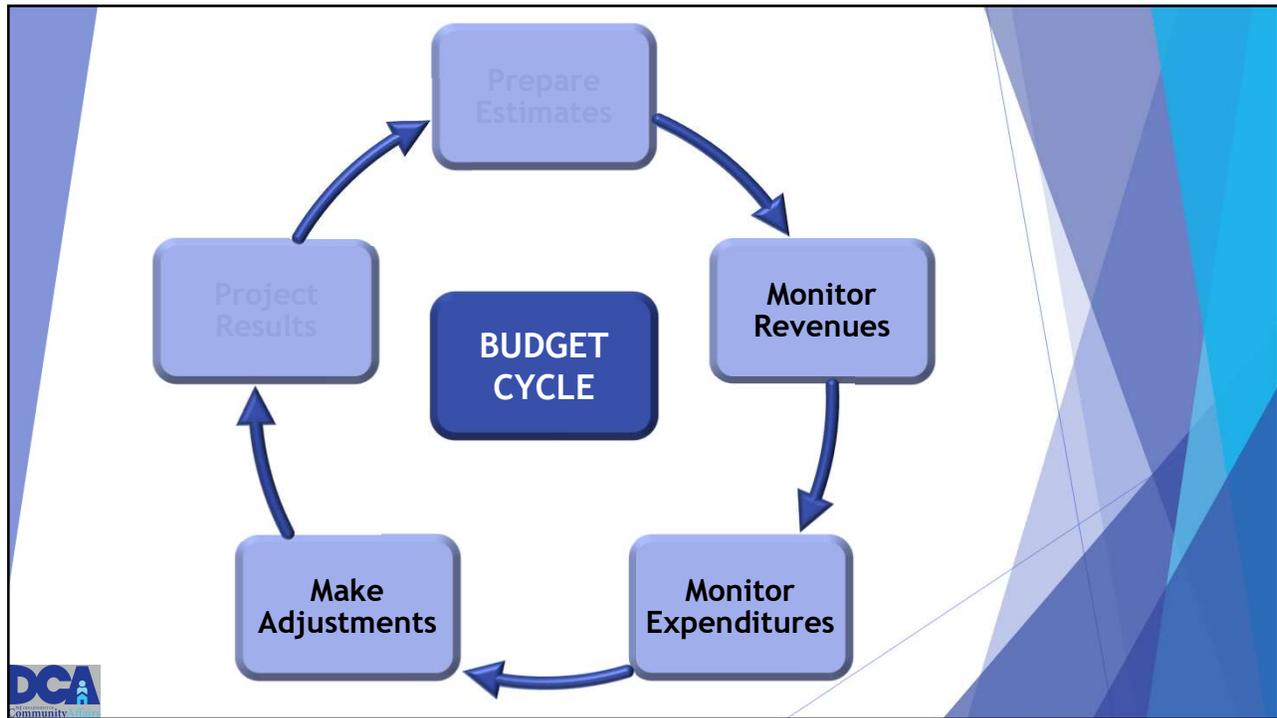
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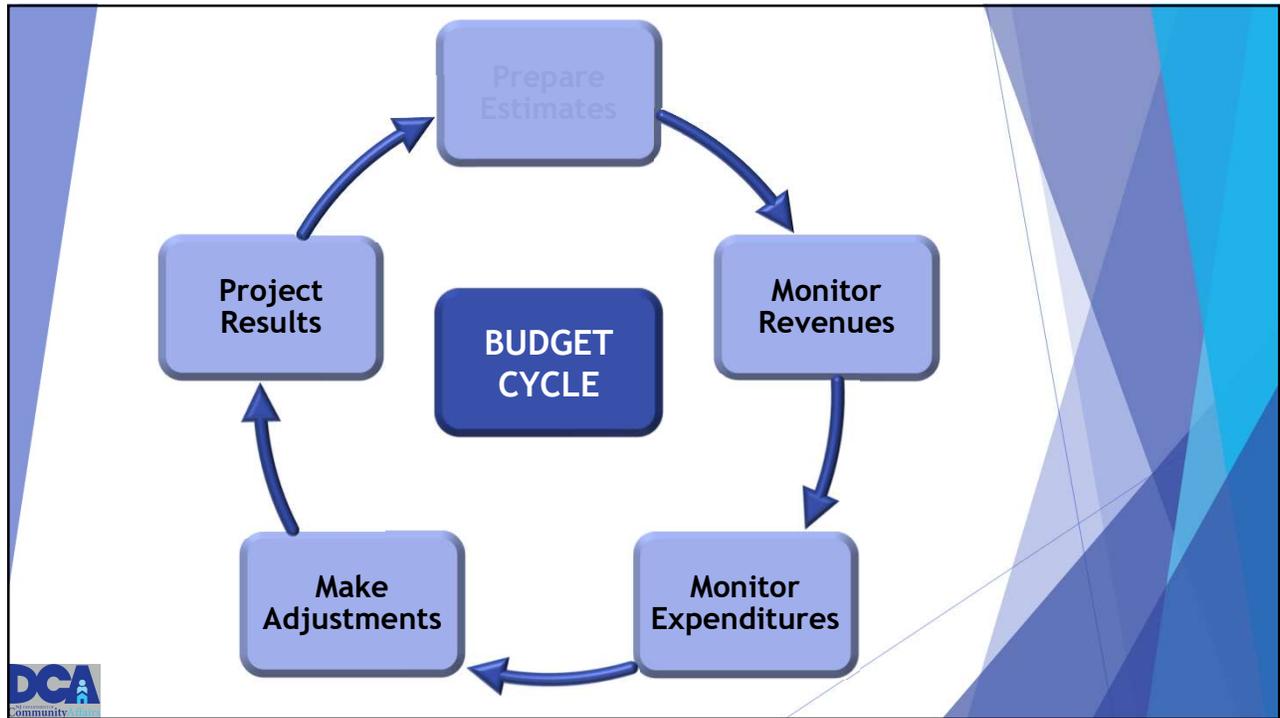
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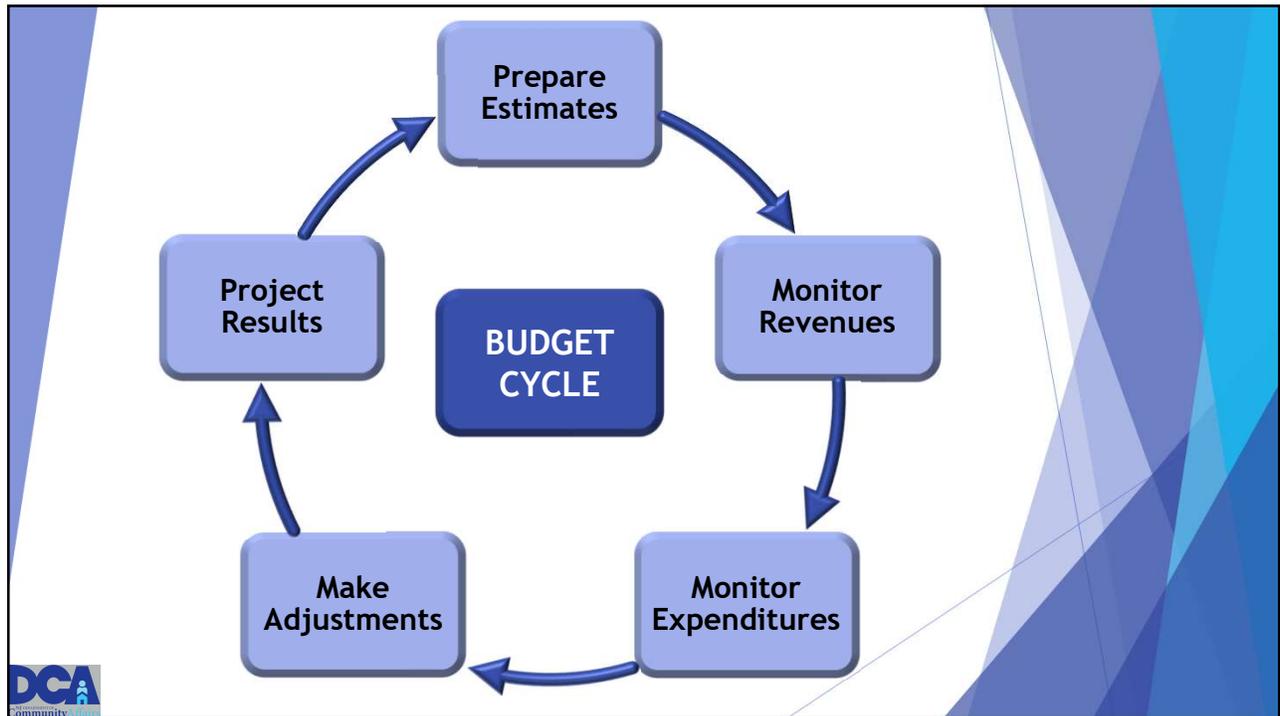
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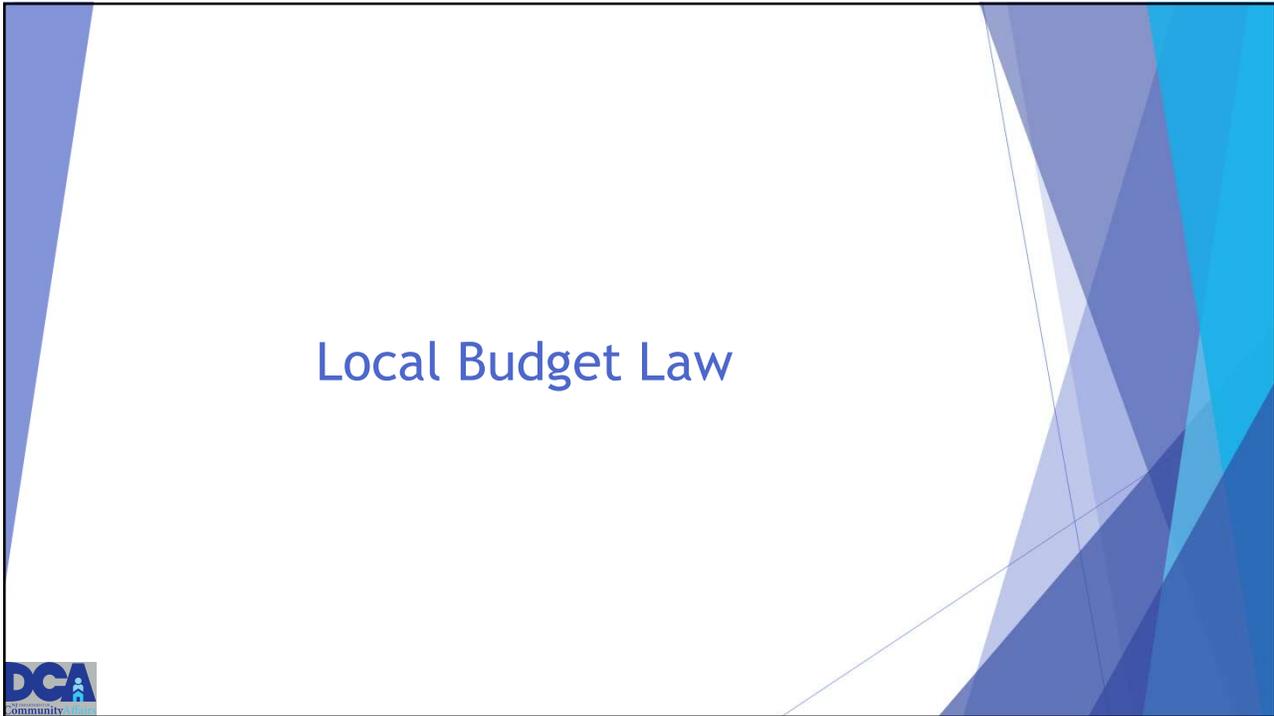
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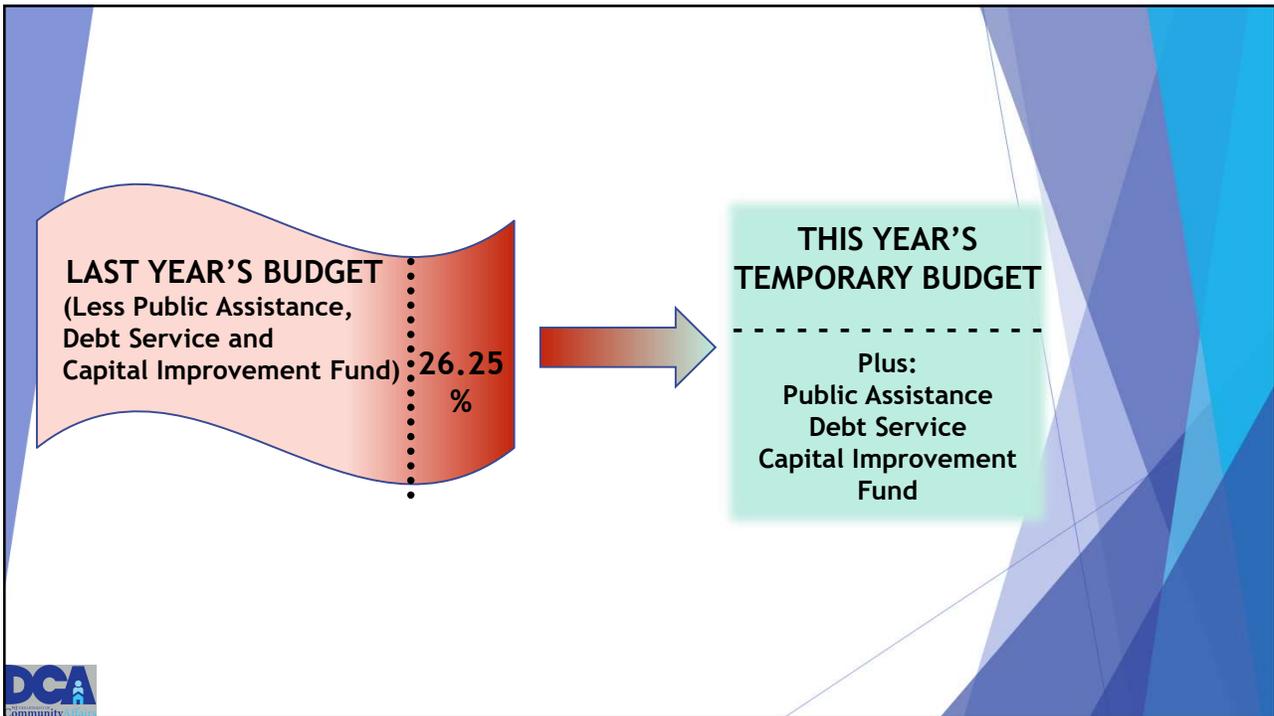
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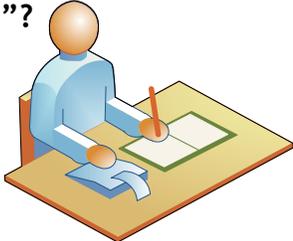
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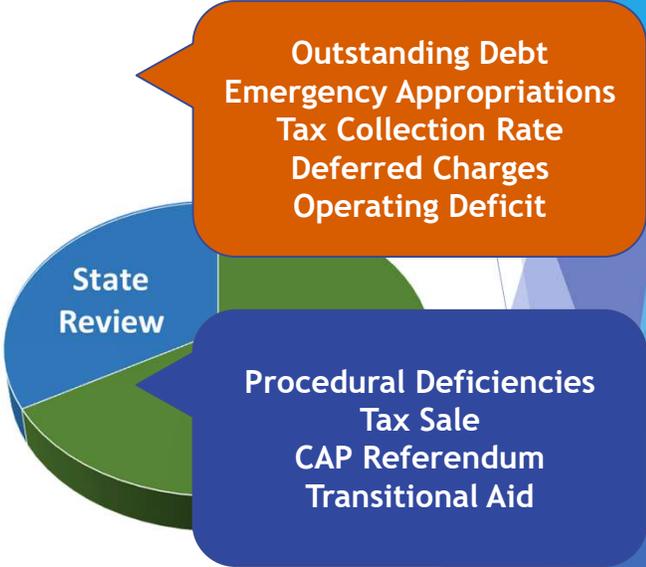
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DIVISION OF LOCAL GOVERNMENT SERVICES

Is the Municipality “fiscally sound”?



Does the municipality engage in any “non-standard” practices?



State Review

- Outstanding Debt
- Emergency Appropriations
- Tax Collection Rate
- Deferred Charges
- Operating Deficit

- Procedural Deficiencies
- Tax Sale
- CAP Referendum
- Transitional Aid



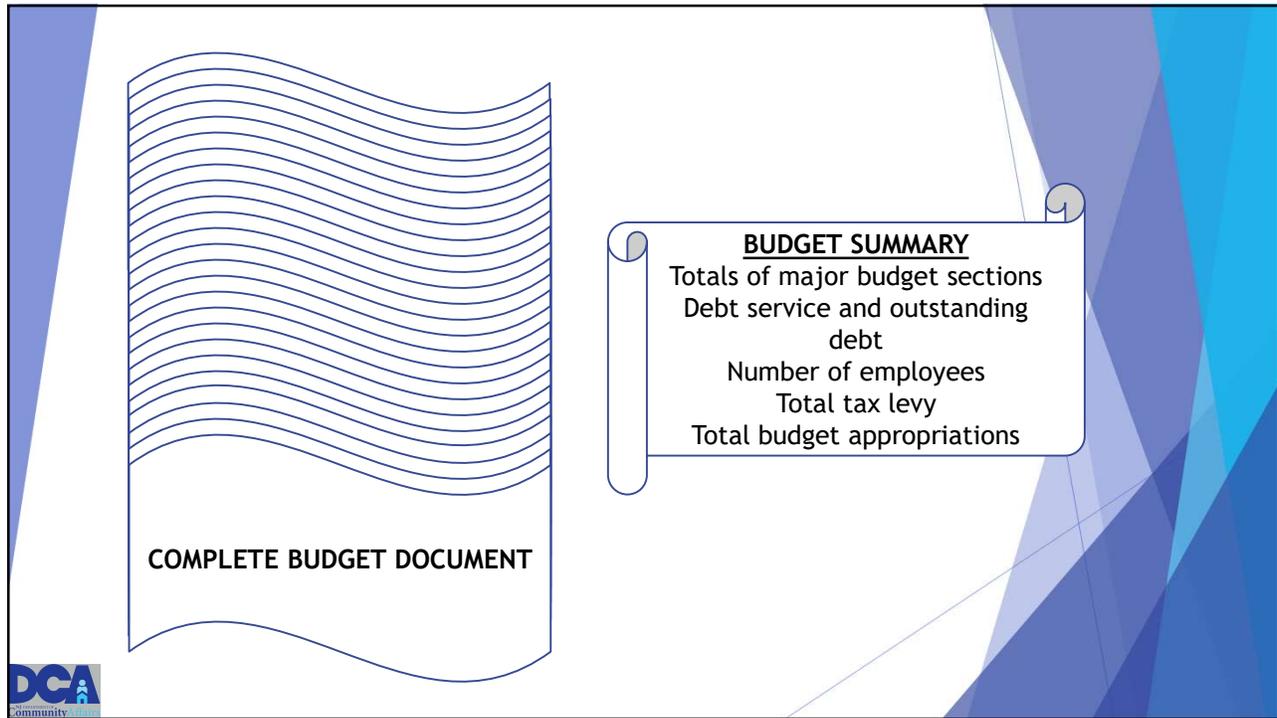
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BUDGET CERTIFICATION

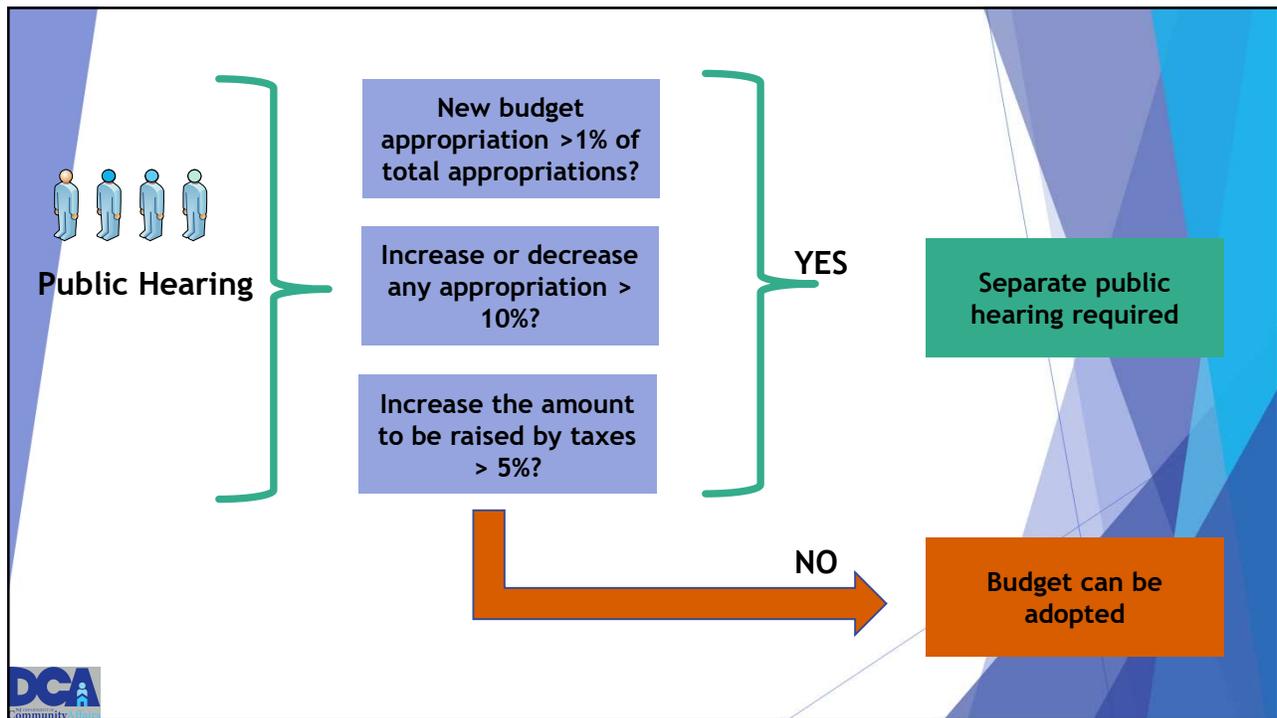
- ✓ Revenue estimates are reasonable and accurate
- ✓ Required appropriations are properly budgeted
- ✓ Budget is within “CAPS”
- ✓ All items are included and arranged according to the Local Budget Law
- ✓ The budget has been properly introduced and advertised
- ✓ Complies with Local Finance Board regulations



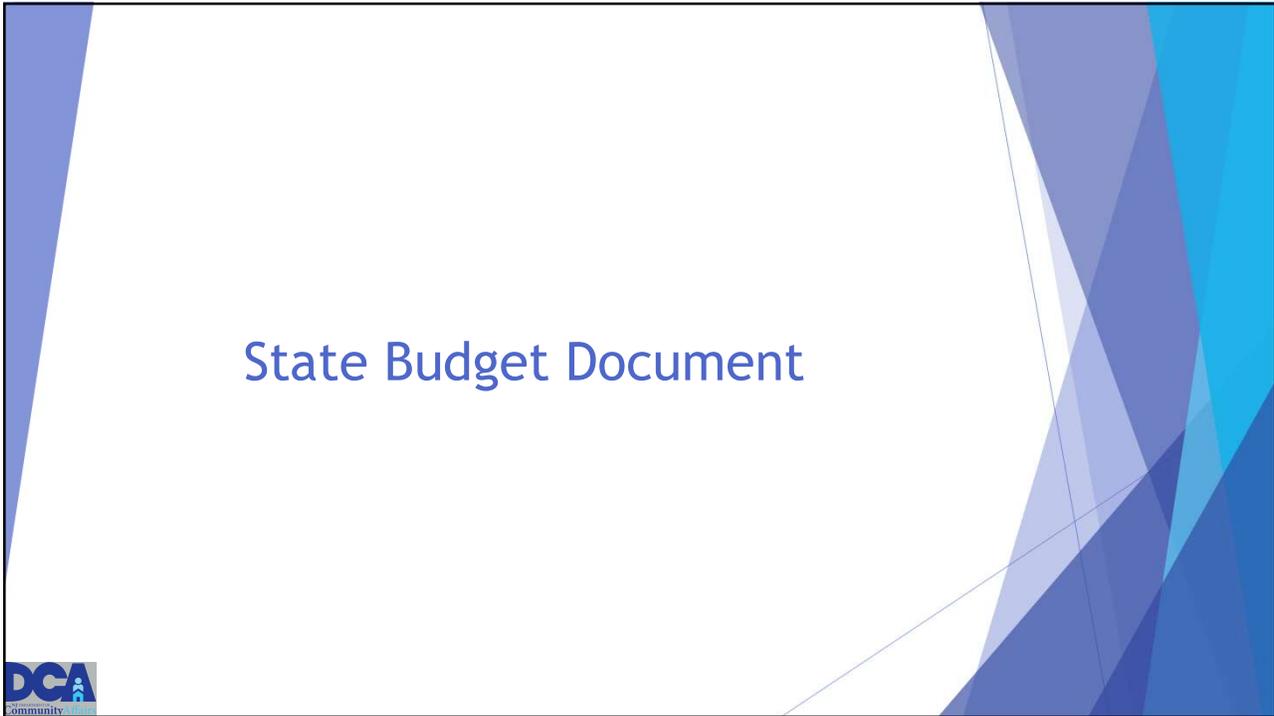
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State Budget Document

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2017 MUNICIPAL DATA SHEET
(MUST ACCOMPANY 2017 BUDGET)

MUNICIPALITY: _____ COUNTY: _____

Municipal Officials		Governing Body Members																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; text-align: center;">_____</td> <td style="width: 30%; text-align: center;">_____</td> </tr> <tr> <td style="text-align: center;">Mayor's Name</td> <td style="text-align: center;">Term Expires</td> </tr> </table>	_____	_____	Mayor's Name	Term Expires	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; text-align: center;">_____</td> <td style="width: 30%; text-align: center;">_____</td> </tr> <tr> <td style="text-align: center;">Name</td> <td style="text-align: center;">Term Expires</td> </tr> <tr><td style="text-align: center;">_____</td><td style="text-align: center;">_____</td></tr> </table>	_____	_____	Name	Term Expires	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____																										
Mayor's Name	Term Expires																										
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Name	Term Expires																										
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<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%; text-align: center;">_____</td> <td style="width: 30%; text-align: center;">_____</td> </tr> <tr> <td style="text-align: center;">Municipal Clerk</td> <td style="text-align: center;">Date of Orig. Appt.</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">Cert. No.</td> </tr> <tr> <td style="text-align: center;">Tax Collector</td> <td style="text-align: center;">Cert. No.</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">Cert. No.</td> </tr> <tr> <td style="text-align: center;">Chief Financial Officer</td> <td style="text-align: center;">Cert. No.</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">Lic. No.</td> </tr> <tr> <td style="text-align: center;">Registered Municipal Accountant</td> <td style="text-align: center;">Lic. No.</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td style="text-align: center;">Municipal Attorney</td> <td style="text-align: center;">_____</td> </tr> </table>	_____	_____	Municipal Clerk	Date of Orig. Appt.	_____	Cert. No.	Tax Collector	Cert. No.	_____	Cert. No.	Chief Financial Officer	Cert. No.	_____	Lic. No.	Registered Municipal Accountant	Lic. No.	_____	_____	Municipal Attorney	_____							
_____	_____																										
Municipal Clerk	Date of Orig. Appt.																										
_____	Cert. No.																										
Tax Collector	Cert. No.																										
_____	Cert. No.																										
Chief Financial Officer	Cert. No.																										
_____	Lic. No.																										
Registered Municipal Accountant	Lic. No.																										
_____	_____																										
Municipal Attorney	_____																										
Official Mailing Address of Municipality _____ _____ _____ Fax #: _____	Please attach this to your 2017 Budget and Mail to: Division of Local Government Services Department of Community Affairs PO Box 803 Trenton, NJ 08625																										

Division Use Only
Municode: _____
Public Hearing Date: _____

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2017 MUNICIPAL BUDGET

Municipal Budget of the _____ of _____, County of _____ for the Fiscal Year 2017.

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 _____ day of _____, 2017 and that public advertisement will be made in accordance with the provision of N.J.S. 40A:4-5 and N.J.A.C. 6:30-4.1(d).

Certified by me, this _____ day of _____, 2017

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 _____ day of _____, 2017

Registered Municipal Accountant _____ Address _____

Address _____ Phone Number _____

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 _____ day of _____, 2017

Chief Financial Officer _____

DO NOT USE THESE SPACES

CERTIFICATION OF ADOPTED BUDGET
(Do not advertise this Certification form)

It is hereby certified that the amount to be raised by taxation for local purposes has been compared with the approved Budget previously 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: _____ 2017 By: _____

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: _____ 2017 By: _____



Sheet 1

MUNICIPAL BUDGET NOTICE

Section 1.

Municipal Budget of the _____ of _____, County of _____ for the Fiscal Year 2017

Be It Resolved, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2017;

Be It Further Resolved, that said Budget be published in the _____

In the issue of _____, 2017

The Governing Body of the _____ of _____ does hereby approve the following as the Budget for the year 2017:

RECORDED VOTE
(Insert last name)

Ayes {

Abstained {

Nays {

Absent {

Notice is hereby given that the Budget and Tax Resolution was approved by the _____ of the _____, County of _____, on _____, 2017.

A hearing on the Budget and Tax Resolution will be held at _____, on _____, 2017 at _____ o'clock _____ (A.M./P.M.) at which time and place objections to said Budget and Tax Resolution for the year 2017 may be presented by taxpayers or other interested persons.



Sheet 2

EXPLANATORY STATEMENT (continued) BUDGET MESSAGE	
<p>Estimated tax rate Tax levy cap Appropriations cap Appropriations split between inside and outside the cap</p>	

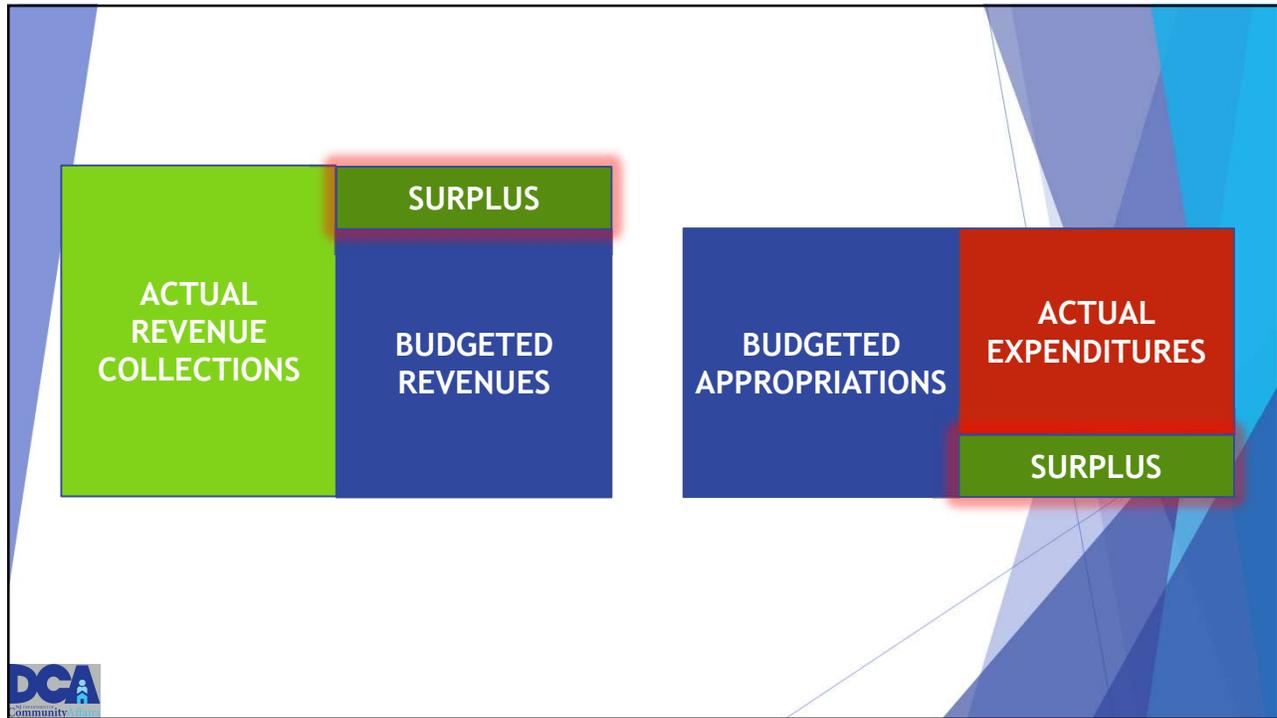


Sheet 3b-1

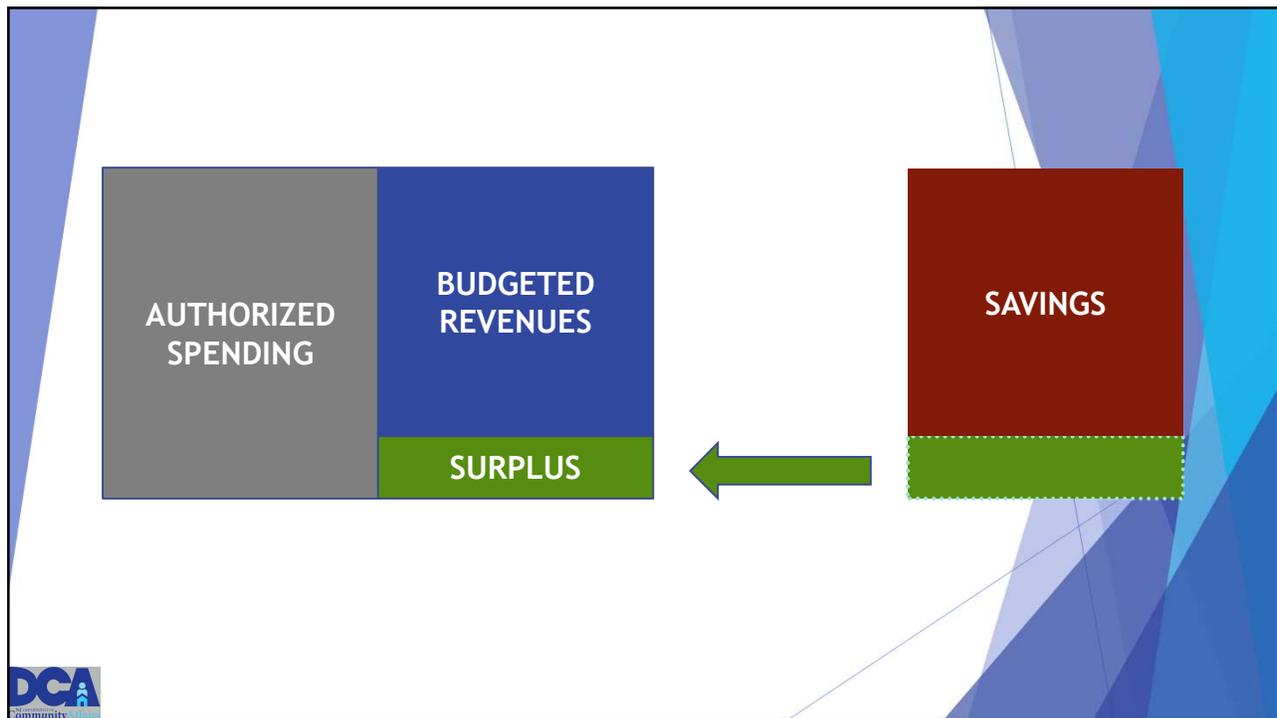
CURRENT FUND - ANTICIPATED REVENUES - (Continued)				
GENERAL REVENUES	FCOA	Anticipated		Realized in Cash in 2016
		2017	2016	
Summary of Revenues				
1. Surplus Anticipated (Sheet 4, # 1)	xxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
2. Surplus Anticipated with Prior Written Consent of Director of Local Government Services (Sheet 4, # 2)	08-101			
3. Miscellaneous Revenues:	xxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
Total Section A: Local Revenues	08-001			
Total Section B: State Aid Without Offsetting Appropriations	09-001			
Total Section C: Dedicated Uniform Construction Code Fees Offset with Appropriations	08-002			
Total Section D: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Interlocal Shared Service Agreements	11-001			
Total Section E: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Additional Revenues	08-003			
Total Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues	10-001			
Total Section G: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Other Special Items	08-004			
Total Miscellaneous Revenues	13-099			
4. Receipts from Delinquent Taxes	15-499			
5. Subtotal General Revenues (Items 1,2,3 and 4)	13-199			
6. Amount to be Raised by Taxes for Support of Municipal Budget:	xxxxxx			
a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	07-190			xxxxxxxxxxx
b) Addition to Local School District Tax	17-191			xxxxxxxxxxx
b) Minimum Library Tax	17-192			xxxxxxxxxxx
Total Amount to be Raised by Taxes for Support of Municipal Budget	40002-00			
7. Total General Revenues	40000-00			



Sheet 11



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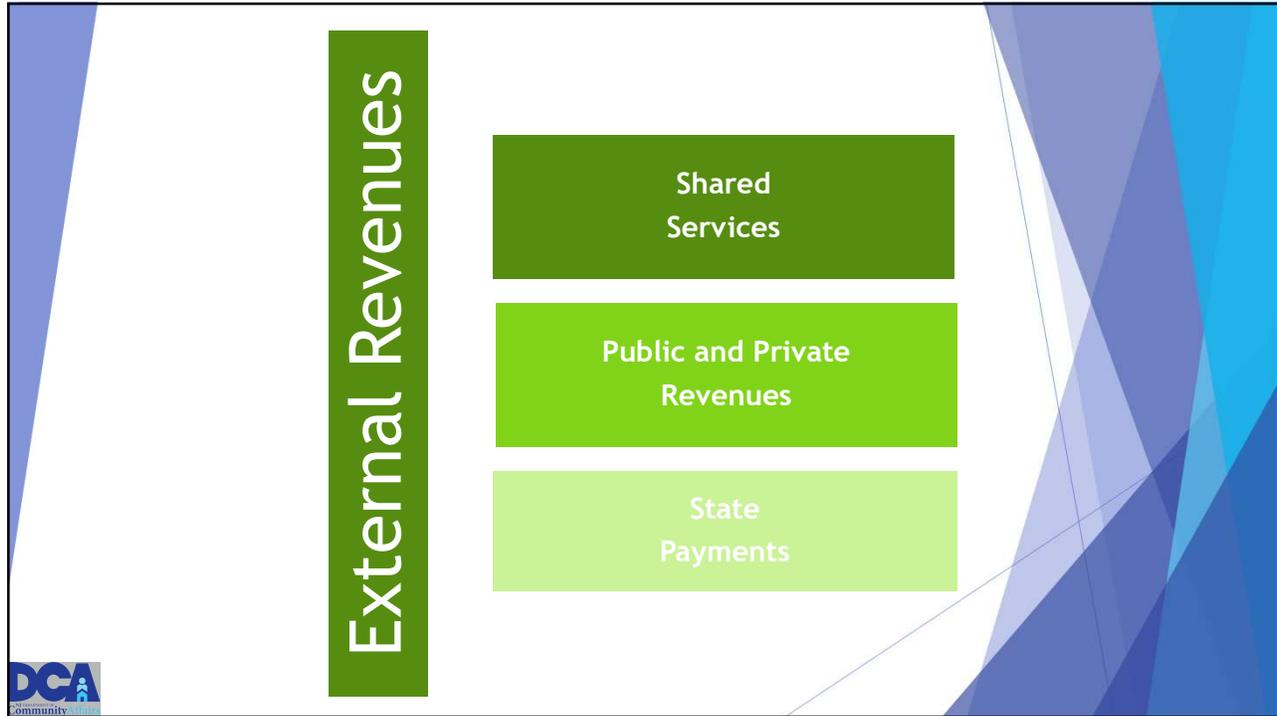
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CURRENT FUND - ANTICIPATED REVENUES - (Continued)				
GENERAL REVENUES	FCOA	Anticipated		Realized in Cash in 2016
		2017	2016	
Summary of Revenues				
1. Surplus Anticipated (Sheet 4, # 1)	xxxxxx	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
2. Surplus Anticipated with Prior Written Consent of Director of Local Government Services (Sheet 4, # 2)	08-101			
3. Miscellaneous Revenues:	xxxxxx	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Total Section A: Local Revenues	08-001			
Total Section B: State Aid Without Offsetting Appropriations	09-001			
Total Section C: Dedicated Uniform Construction Code Fees Offset with Appropriations	08-002			
Total Section D: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Interlocal Shared Service Agreements	11-001			
Total Section E: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Additional Revenues	08-003			
Total Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues	10-001			
Total Section G: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Other Special Items	08-004			
Total Miscellaneous Revenues	13-089			
4. Receipts from Delinquent Taxes	15-499			
5. Subtotal General Revenues (Items 1,2,3 and 4)	13-199			
6. Amount to be Raised by Taxes for Support of Municipal Budget:	xxxxxx			
a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	07-190			XXXXXXXXXXXX
b) Addition to Local School District Tax	17-191			XXXXXXXXXXXX
b) Minimum Library Tax	17-192			XXXXXXXXXXXX
Total Amount to be Raised by Taxes for Support of Municipal Budget	40002-00			
7. Total General Revenues	40000-00			



Sheet 11





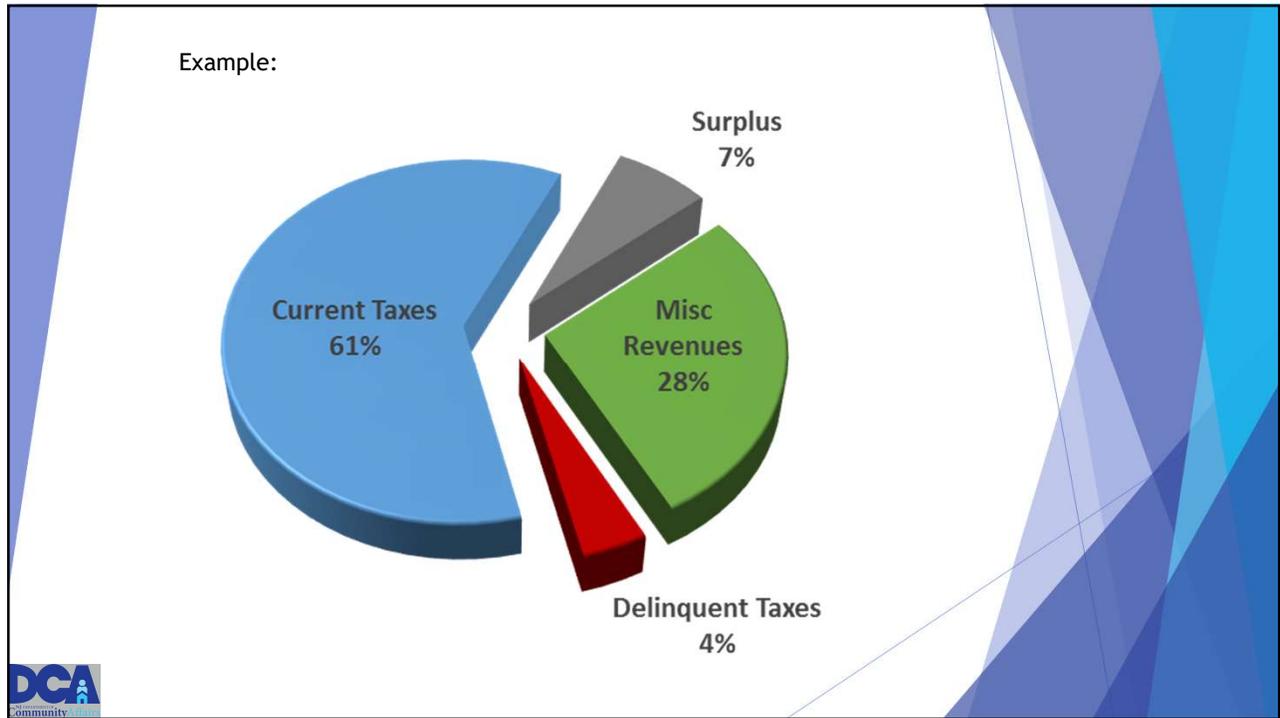
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CURRENT FUND - ANTICIPATED REVENUES - (Continued)

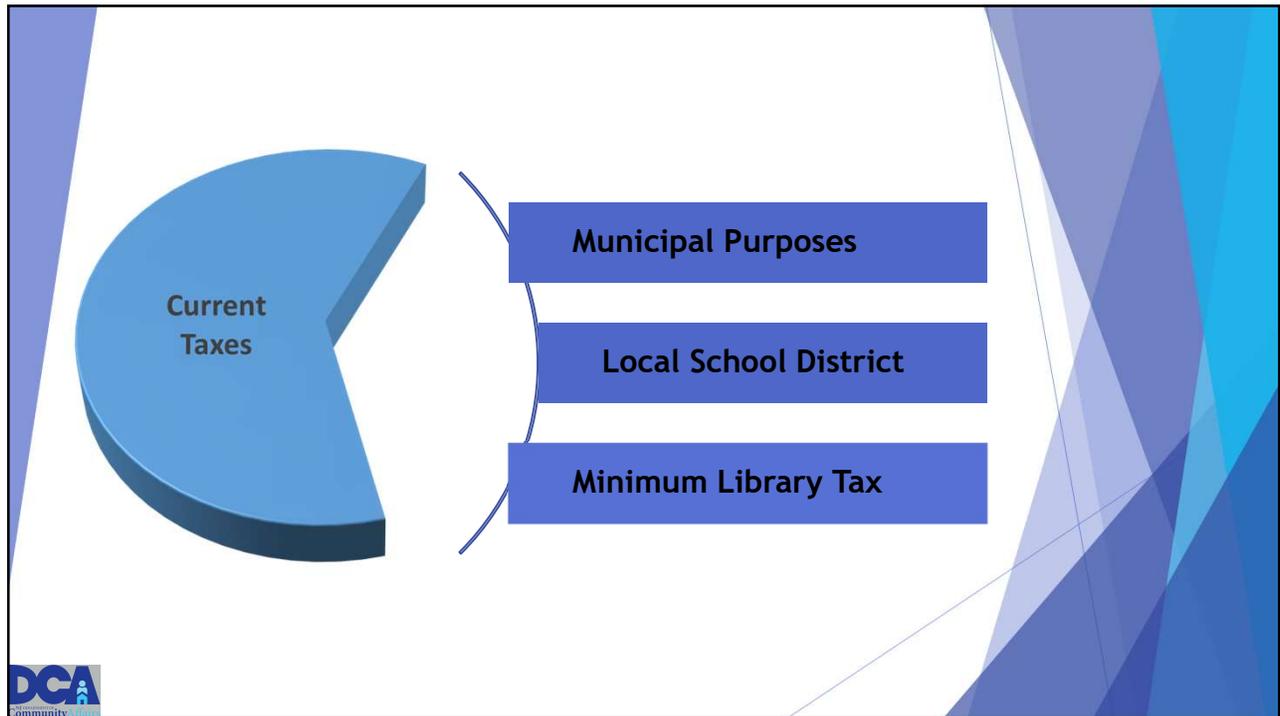
GENERAL REVENUES	FCOA	Anticipated		Realized in Cash in 2016
		2017	2016	
Summary of Revenues	xxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
1. Surplus Anticipated (Sheet 4, # 1)	08-101			
2. Surplus Anticipated with Prior Written Consent of Director of Local Government Services (Sheet 4, # 2)	08-102			
3. Miscellaneous Revenues:	xxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
Total Section A: Local Revenues	08-001			
Total Section B: State Aid Without Offsetting Appropriations	09-001			
Total Section C: Dedicated Uniform Construction Code Fees Offset with Appropriations	08-002			
Total Section D: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Interlocal Shared Service Agreements	11-001			
Total Section E: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Additional Revenues	08-003			
Total Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues	10-001			
Total Section G: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Other Special Items	08-004			
Total Miscellaneous Revenues	13-099			
4. Receipts from Delinquent Taxes	15-499			
5. Subtotal General Revenues (Items 1,2,3 and 4)	13-199			
6. Amount to be Raised by Taxes for Support of Municipal Budget:	xxxxxx			
a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	07-190			xxxxxxxxxxx
b) Addition to Local School District Tax	17-191			xxxxxxxxxxx
b) Minimum Library Tax	17-192			xxxxxxxxxxx
Total Amount to be Raised by Taxes for Support of Municipal Budget	40002-00			
7. Total General Revenues	40000-00			

Sheet 11

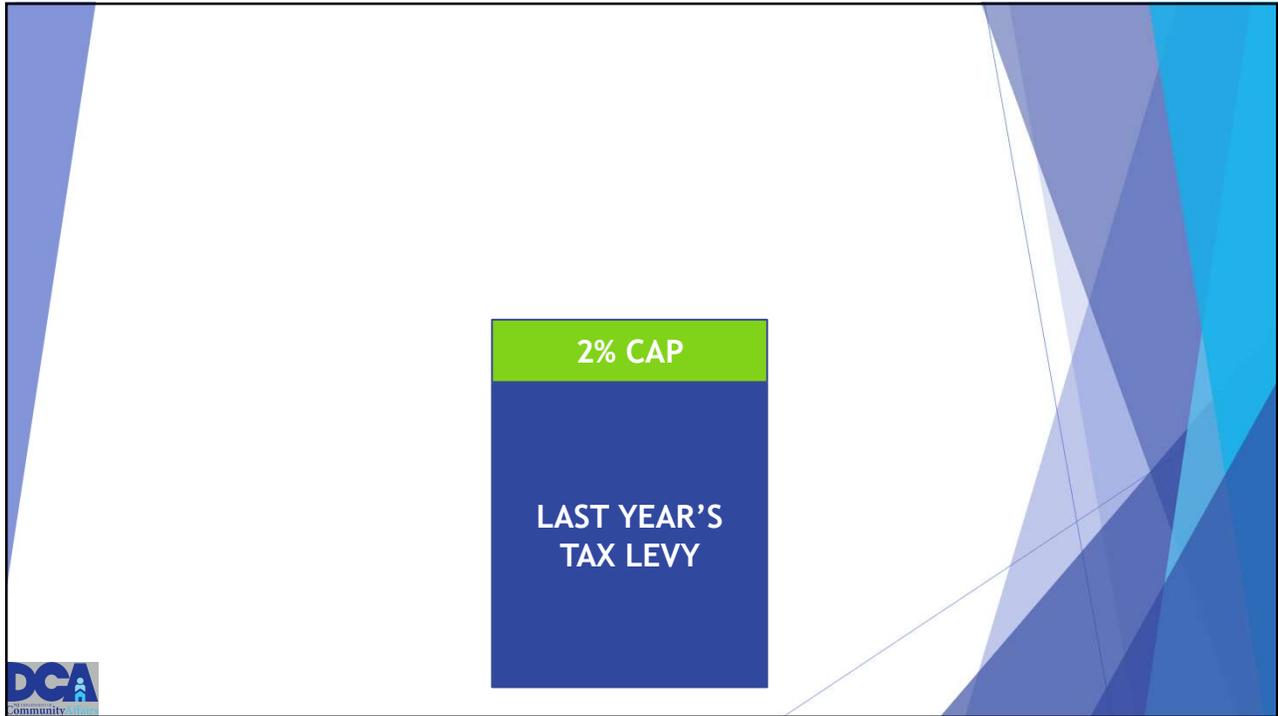
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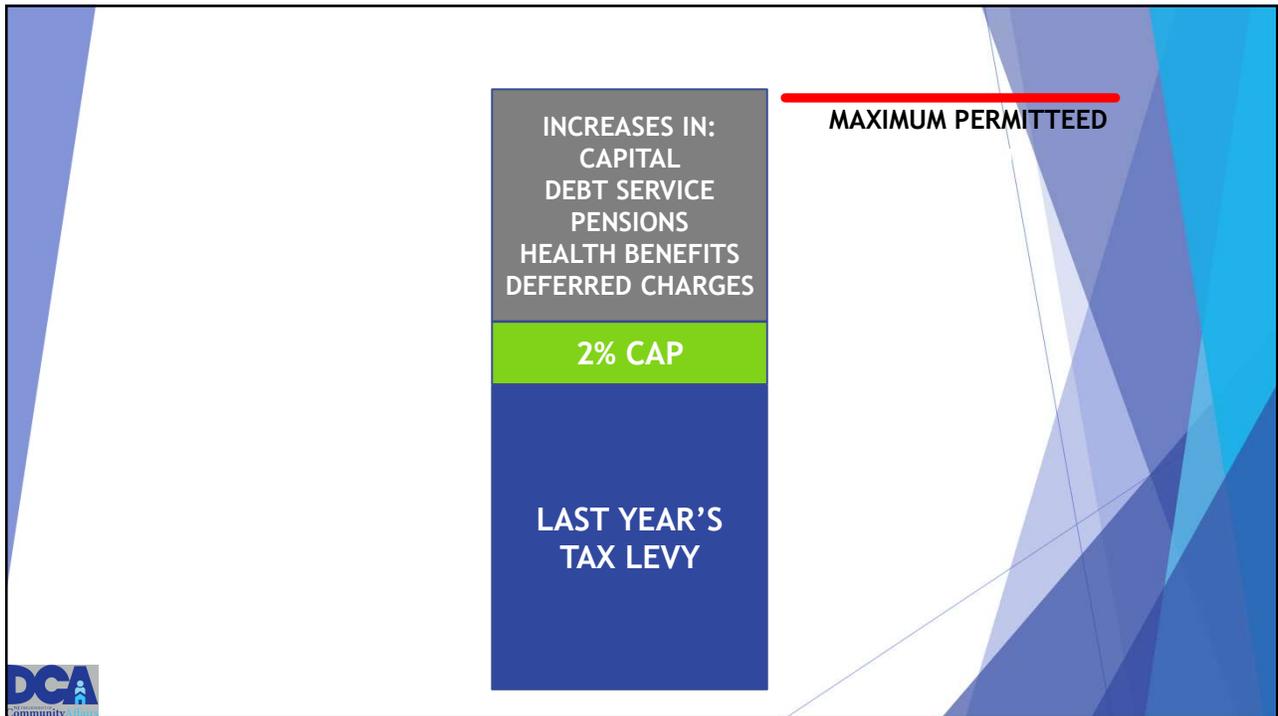
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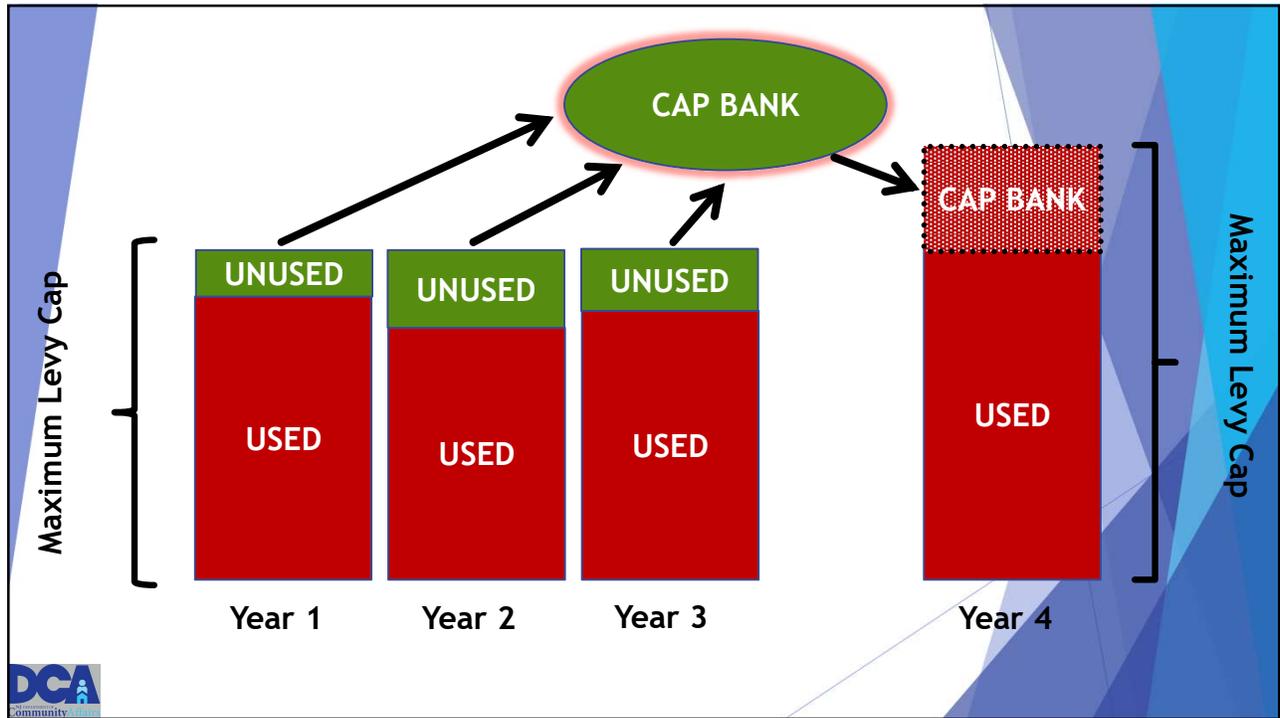
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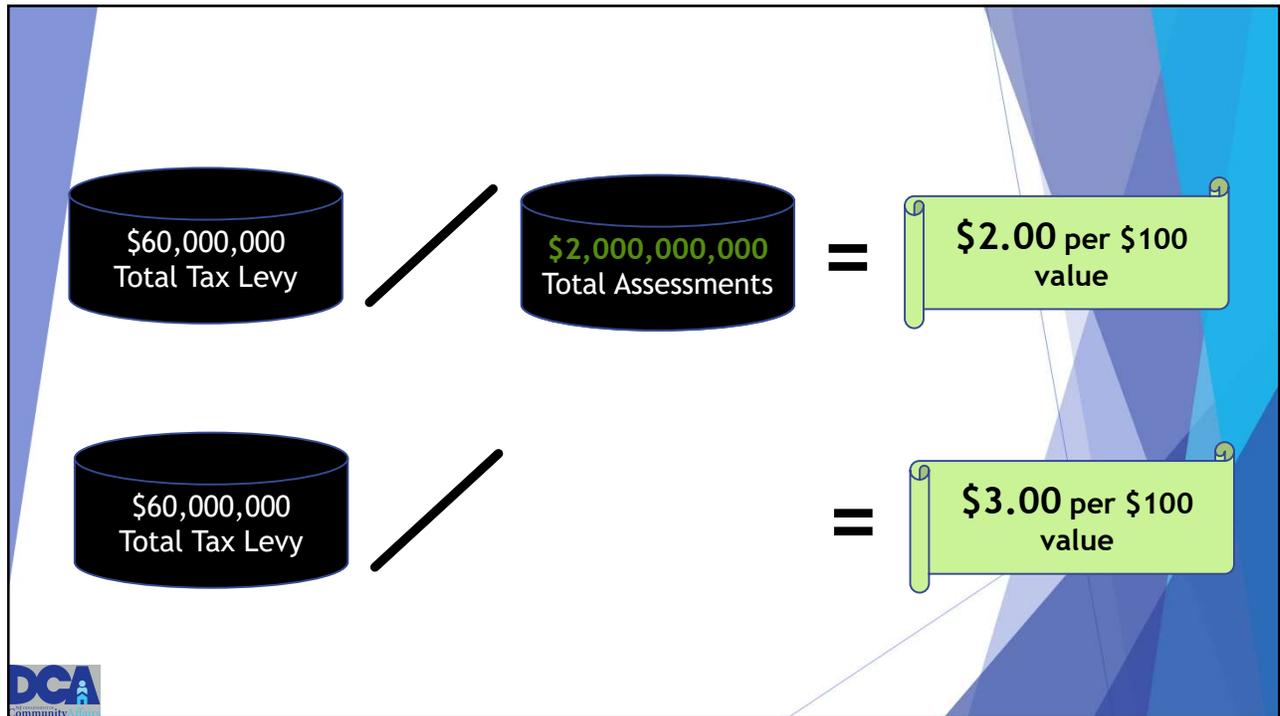
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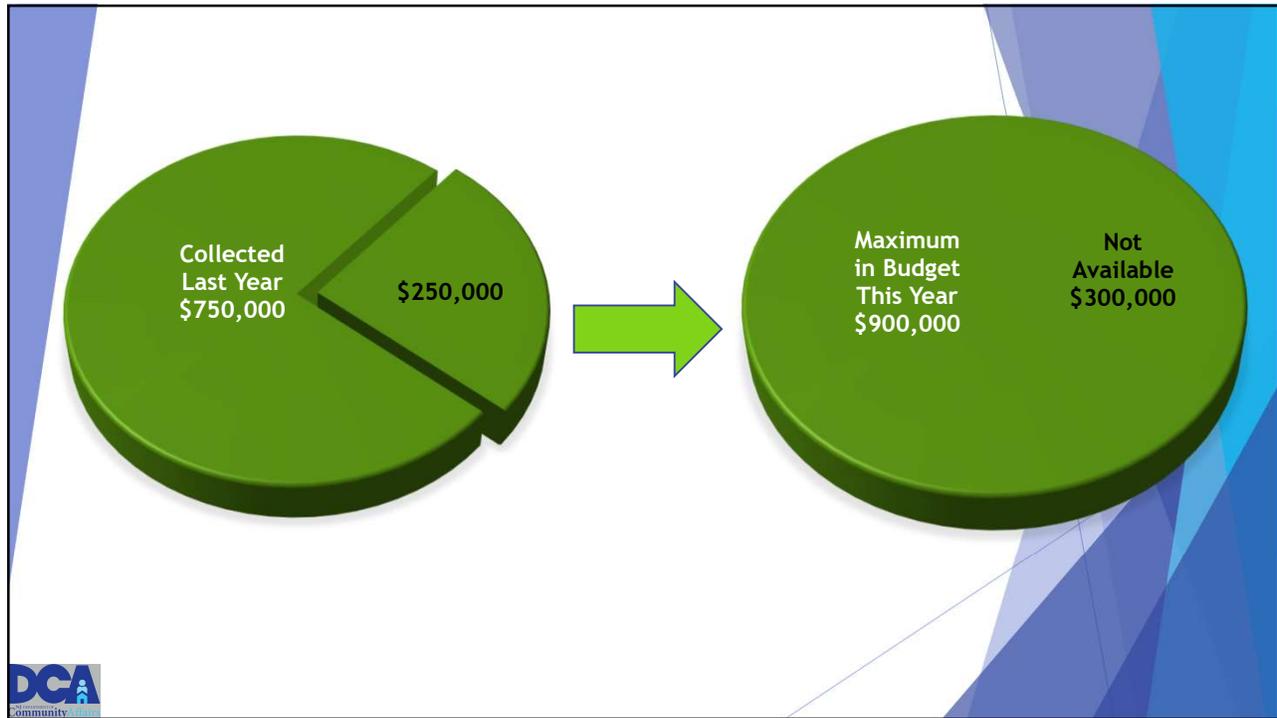
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CURRENT FUND - APPROPRIATIONS							
8. GENERAL APPROPRIATIONS	FCOA	Appropriated				Expended 2016	
		for 2017	for 2016	for 2016 By Emergency Appropriation	Total for 2016 As Modified By All Transfers	Paid or Charged	Reserved
Summary of Appropriations							
(H-1) Total General Appropriations for Municipal Purposes within "CAPS"	30005-00						
	xxxxxxx						
(a) Operations - Excluded from "CAPS"	xxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
Other Operations	xxxxxxx						
Uniform Construction Code	xxxxxxx						
Shared Service Agreements	xxxxxxx						
Additional Appropriations Offset by Revs.	xxxxxxx						
Public & Private Progs Offset by Revs.	xxxxxxx						
Total Operations - Excluded from "CAPS"	60023-00						
(C) Capital Improvements	60002-77						
(D) Municipal Debt Service	60003-00						xxxxxxxxxxx
(E) Deferred Charges - Excluded from "CAPS"	xxxxxxx						
(F) Judgements	37-480			xxxxxxxxxxx			xxxxxxxxxxx
(G) Cash Deficit - With Prior Consent of LFB	46-885						
(K) Local District School Purposes	60008-00						xxxxxxxxxxx
(N) Transferred to Board of Education	29-405			xxxxxxxxxxx			xxxxxxxxxxx
(M) Reserve for Uncollected Taxes	50-899			xxxxxxxxxxx			xxxxxxxxxxx
Total General Appropriations	30000-00						

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CURRENT FUND - APPROPRIATIONS							
8. GENERAL APPROPRIATIONS (A) Operations - within "CAPS"	FCOA	Appropriated				Expended 2016	
		for 2017	for 2016	for 2016 By Emergency Appropriation	Total for 2016 As Modified By All Transfers	Paid or Charged	Reserved
GENERAL GOVERNMENT							
Administrative & Executive							
Salaries and Wages	20-100-1						
Other Expenses	20-100-2						
Human Resources							
Salaries and Wages	20-105-1						
Other Expenses	20-105-2						
Information Technology							
Salaries and Wages	20-140-1						
Other Expenses	20-140-2						
Township Clerk							
Salaries and Wages	20-120-1						
Other Expenses	20-120-2						
Financial Administration							
Salaries & Wages	20-130-1						
Other Expenses	20-130-2						
Audit Services							
Other Expenses	20-135-2						



CURRENT FUND - APPROPRIATIONS							
8. GENERAL APPROPRIATIONS (A) Operations - within "CAPS" - (continued)	FCOA	Appropriated				Expended 2016	
		for 2017	for 2016	for 2016 By Emergency Appropriation	Total for 2016 As Modified By All Transfers	Paid or Charged	Reserved
(E) Deferred Charges and Statutory Expenditures - Municipal within "CAPS" (continued)	xxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
(2) STATUTORY EXPENDITURES:	xxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
Public Employees' Retirement System	36-471						
Social Security System (O.A.S.I.)	36-472						
Consolidated Police and Firemen's Pension	36-474						
Police and Firemen's Retirement System	36-475						
Defined Contribution Retirement Plan	36-476						
Public Employees' Retirement - ERI							
Police and Firemen's Retirement - ERI							
Total Deferred Charges and Statutory Expenditures - Municipal within "CAPS"	30004-00						
(G) Cash Deficit of Preceding Year	46-855						
(H-1) Total General Appropriations for Municipal Purposes within "CAPS"	30005-00						



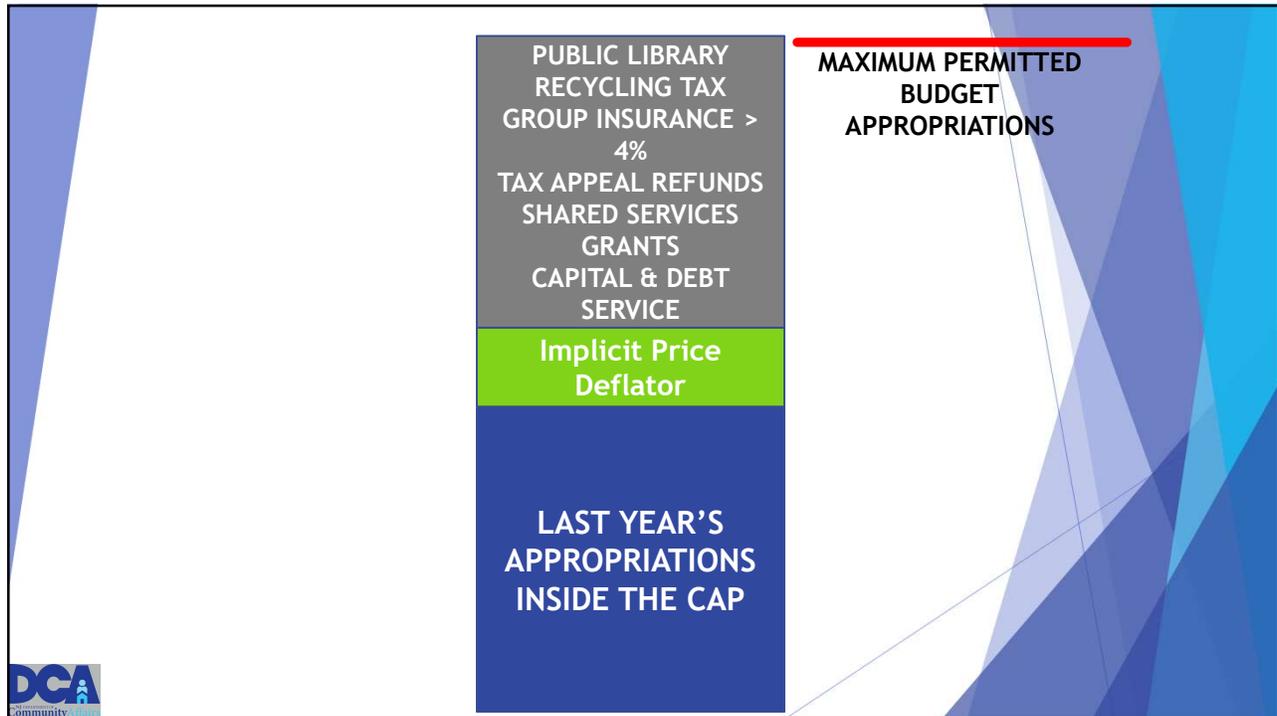
CURRENT FUND - APPROPRIATIONS							
8. GENERAL APPROPRIATIONS Summary of Appropriations	FCOA	Appropriated				Expended 2016	
		for 2017	for 2016	for 2016 By Emergency Appropriation	Total for 2016 As Modified By All Transfers	Paid or Charged	Reserved
(H-1) Total General Appropriations for Municipal Purposes within "CAPS"	30005-00						
(a) Operations - Excluded from "CAPS"	xxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx	xxxxxxxxxxx
Other Operations	xxxxxxx						
Uniform Construction Code	xxxxxxx						
Shared Service Agreements	xxxxxxx						
Additional Appropriations Offset by Revs.	xxxxxxx						
Public & Private Progs Offset by Revs.	xxxxxxx						
Total Operations - Excluded from "CAPS"	60023-00						
(C) Capital Improvements	60002-77						
(D) Municipal Debt Service	60003-00						xxxxxxxxxxx
(E) Deferred Charges - Excluded from "CAPS"	xxxxxxx						
(F) Judgements	37-480			xxxxxxxxxxx			xxxxxxxxxxx
(G) Cash Deficit - With Prior Consent of LFB	46-885						
(K) Local District School Purposes	60008-00						xxxxxxxxxxx
(N) Transferred to Board of Education	29-405			xxxxxxxxxxx			xxxxxxxxxxx
(M) Reserve for Uncollected Taxes	50-899			xxxxxxxxxxx			xxxxxxxxxxx
Total General Appropriations	30000-00						



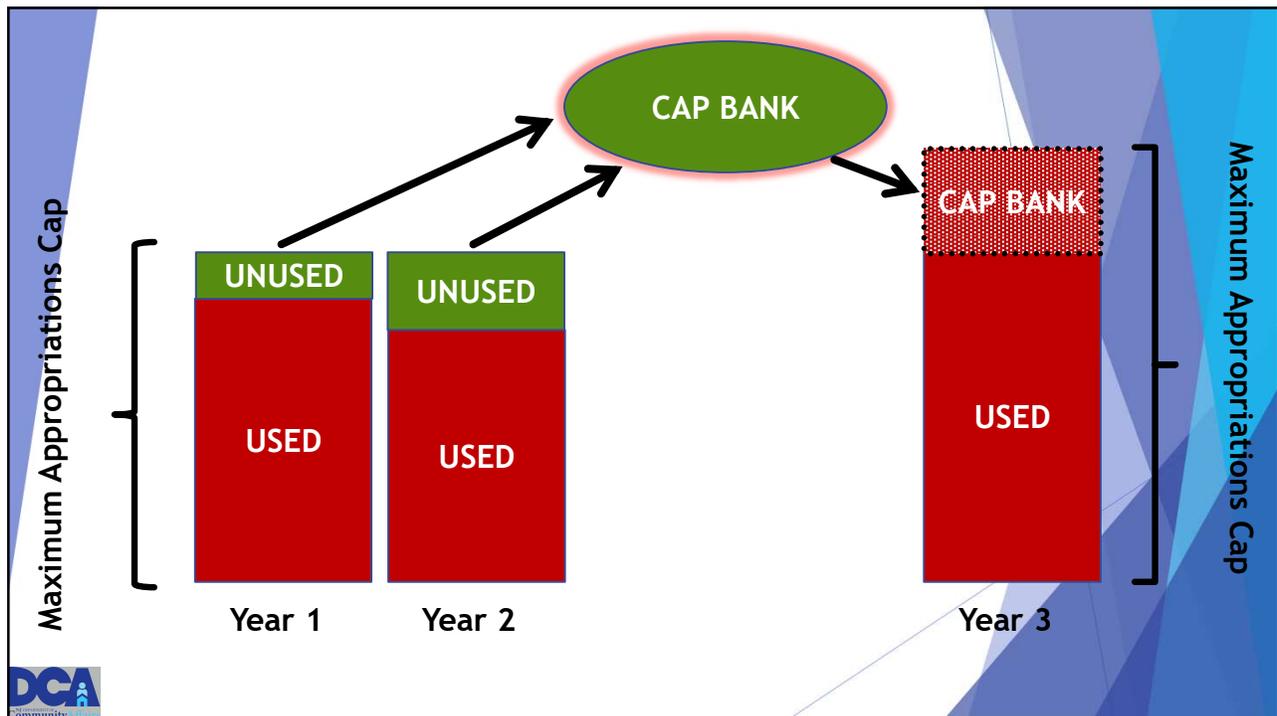
Sheet 30

The graphic features a central blue rectangular box with a green top section. The green section contains the text "Implicit Price Deflator" in white. The blue section contains the text "LAST YEAR'S APPROPRIATIONS INSIDE THE CAP" in white. The background consists of abstract, overlapping geometric shapes in various shades of blue and purple.





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DEDICATED WATER UTILITY BUDGET

10. DEDICATED REVENUES FROM WATER UTILITY	FCOA	Anticipated		Realized in Cash in 2016
		2017	2016	
Operating Surplus Anticipated	08-501			
Operating Surplus Anticipated with Prior Written Consent of Director of Local Government Services	08-502			
Total Operating Surplus Anticipated	08-500			
Rents	08-503			
Fire Hydrant Service	08-504			
Miscellaneous	08-505			
Water Utility Capital Surplus	08-506			
Reserve to Pay Debt Service	08-507			
Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Service	XXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Deficit (General Budget)	08-549			
Total Water Utility Revenues	91107-00	-	-	-

*Note: Use pages 30,31 and 32 for water utility only.
All other utilities use sheets 33, 34 and 35.



DEDICATED WATER UTILITY BUDGET - (continued)

* Note: Use Sheet 32 for Water Utility only.

11. APPROPRIATIONS FOR WATER UTILITY	FCOA	Appropriated				Expended 2016	
		for 2017	for 2016	for 2016 By Emergency Appropriation	Total for 2016 As Modified By All Transfers	Paid or Charged	Reserved
Operating:	XXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Salaries & Wages	55-501						
Other Expenses	55-502						
Capital Improvements:	XXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Down Payment On Improvements	55-510						
Capital Improvement Fund	55-511			XXXXXXXXXXXX			
Capital Outlay	55-512						
Debt Service:	XXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Payment of Bond Principal	55-520						XXXXXXXXXXXX
Payment of Bond Anticipation Notes and Capital Notes	55-521						XXXXXXXXXXXX
Interest on Bonds	55-522						XXXXXXXXXXXX
Interest on Notes	55-523						XXXXXXXXXXXX
Water Supply Loan Repayment	55-525						XXXXXXXXXXXX



APPENDIX TO BUDGET STATEMENT

CURRENT FUND BALANCE SHEET - DECEMBER 31, 2016

ASSETS		
Cash and Investments	1110100	
Due from State of N.J. (c. 20, P.L. 1971)	1111000	
Federal and State Grants Receivable	1110200	
Receivables with Offsetting Reserves:	XXXXXX	XXXXXXXXXX
Taxes Receivable	1110300	
Tax Title Liens Receivable	1110400	
Property Acquired by Tax Title Lien Liquidation	1110500	
Other Receivables	1110600	
Deferred Charges Required to be in 2017 Budget	1110700	
Deferred Charges Required in Budgets Subsequent to 2017	1110800	
Total Assets	1110900	
LIABILITIES, RESERVES AND SURPLUS		
*Cash Liabilities	2110100	
Reserves for Receivables	2110200	
Surplus	2110300	
Total Liabilities, Reserves and Surplus		

School Tax Levy Unpaid	2220100	
Less: School Tax Deferred	2220200	
*Balance Included in Above "Cash Liabilities"	2220300	

(Important: This appendix must be included in advertisement of budget.)

COMPARATIVE STATEMENT OF CURRENT FUND OPERATIONS AND CHANGE IN CURRENT SURPLUS

		YEAR 2016	YEAR 2015
Surplus Balance, January 1st	2310100		
CURRENT REVENUE ON A CASH BASIS:			
Current Taxes (Percentage collected: 2016 __%, 2015 __%)	2310200		
Delinquent Taxes	2310300		
Other Revenues and Additions to Income	2310400		
Total Funds	2310500		
EXPENDITURES AND TAX REQUIREMENTS:			
Municipal Appropriations	2310600		
School Taxes (Including Local and Regional)	2310700		
County Taxes (Including Added Tax Amounts)	2310800		
Special District Taxes	2310900		
Other Expenditures and Deductions from Income	2311000		
Total Expenditures and Tax Requirements	2311100		
Less: Expenditures to be Raised by Future Taxes	2311200		
Total Adjusted Expenditures and Tax Requirements	2311300		
Surplus Balance - December 31st	2311400		

Proposed Use of Current Fund Surplus in 2017 Budget

Surplus Balance December 31, 2016	2311500	0.00
Current Surplus Anticipated in 2017 Budget	2311600	0.00
Surplus Balance Remaining	2311700	0.00



Sheet 39

2017
CAPITAL BUDGET AND CAPITAL IMPROVEMENT PROGRAM

This section is included with the Annual Budget pursuant to N.J.A.C. 5:30-4. It does not in itself confer any authorization to raise or expend funds. Rather, it is a document used as part of the local unit's planning and management program. Specific authorization to expend funds for purposes described in this section must be granted elsewhere, by a separate bond ordinance, by inclusion of a line item in the Capital Improvement Section of this budget, by an ordinance taking the money from the Capital Improvement Fund, or other lawful means.

CAPITAL BUDGET

- A plan for all capital expenditures for the current fiscal year.
If no Capital Budget is included, check the reason why:

- Total capital expenditures this year do not exceed \$25,000, including appropriations for Capital Improvement Fund, Capital Line Items and Down Payments on Improvements.
- No bond ordinances are planned this year.

CAPITAL IMPROVEMENT PROGRAM

- A multi-year list of planned capital projects, including the current year.
Check appropriate box for number of years covered, including current year:

- 3 years. (Population under 10,000)
- 6 years. (Over 10,000 and all county governments)
-
- Check if municipality is under 10,000, has not expended more than \$25,000 annually for capital purposes in immediately previous three years, and is not adopting CIP.



Sheet 40

C-1

SUMMARY OF APPROPRIATIONS		
5. GENERAL APPROPRIATIONS:	xxxxxxx	xxxxxxxxxxxxxxxx
<u>Within "CAPS"</u>	xxxxxxx	xxxxxxxxxxxxxxxx
(a&b) Operations Including Contingent		
(e) Deferred Charges and Statutory Expenditures - Municipal		
(g) Cash Deficit		
<u>Excluded from "CAPS"</u>	xxxxxxx	xxxxxxxxxxxxxxxx
(a) Operations - Total Operations Excluded from "CAPS"		
(c) Capital Improvements		
(d) Municipal Debt Service		
(e) Deferred Charges - Municipal		
(f) Judgements		
(n) Transferred to Board of Education for Use of Local Schools (N.J.S. 40:48-17.1 & 17.3)		
(g) Cash Deficit		
(k) For Local District School Purposes		
(m) Reserve for Uncollected Taxes (Include Other Reserves If Any)		
6. SCHOOL APPROPRIATIONS - TYPE I SCHOOL DISTRICTS ONLY (N.J.S. 40A:4-13)		
Total Appropriations		

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the _____ day of _____, 2017. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2017 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this _____ day of _____, 2017, _____, Clerk



Thank you!

DIVISION OF LOCAL GOVERNMENT SERVICES

