

# Township of Roxbury

Annual Report 2016  
and 2017 Budget Message  
January 31, 2017



# Agenda

## I. 2016 Annual Report

- A. Township Operating Activity for 2016
- B. Review of 2016 Accomplishments
- C. Review of the 2017 Departments' To Do List

## II. 2017 Budget Overview

- A. Five-Year Fiscal Review
- B. 2017 Budget Objectives
- C. Future Trends and Tax Rate Analysis

# Township Operating Activity

- Revenues \$280,932 or 1% over anticipated
- Expenditures 2% or \$557,769 under anticipated
- Township Tax Collection Rate 98.9%
- 44% Increase in Fire Inspection Fees
- 6% Increase in Recreation Fees
- Court revenues 6% less than anticipated
- 11% Increase in Hotel/Motel Revenues
- Water utility rents 23% more than anticipated
- Sewer rents 3% less than anticipated
- Secured over \$229,513 in grants



# 2016 Accomplishments

- Police, Library, Fire and EMS Departments voted “Best of the Best in Morris County” by the Daily Record
- Economic Development Committee initiated its marketing efforts with commercial and residential outreach flyers and a new website
- Adopted and implemented comprehensive distressed properties ordinance
- Created and launched citizens’ self-service portal (24/7 Rox) and mobile app



# 2016 Accomplishments

- Installed Public Wi-Fi at Townhall
- Installed Trauma Kits in all Roxbury Public Schools
- Hosted 2nd Annual Home for the Holidays
- Held 2016 Tax Sale on-line
- Conducted education seminars for seniors on Property Tax Reimbursement (Senior Freeze) Program and other programs available for senior deductions

# Summary of 2017 To Do List

- On-line Pet Licensing System for Animal Control
- Update Community Center lighting and HVAC replacement
- Complete sidewalk repairs in Toby Drive area (Joyce, Jill, Andre, Colony)
- Conduct study and clean Eyland Avenue Stream
- Develop comprehensive tree replacement plan
- Work with County to develop Comprehensive Streetscape Design with Landing Bridge Replacement Project

# Summary of 2017 To Do List

- Initiate \$9 million Sewer Plant improvements and upgrades
- Complete Phase 2 Landing Road water line replacement
- Conduct Township wide social media photo campaign
- Conduct education seminars for seniors by Police on Identify Theft
- Complete plans and preliminary design for Horseshoe Lake improvements
- Spend more than \$1,000,000 on road resurfacing

# 2017 Budget Overview

- 2017 Budget Overview
  - Five-Year Fiscal Review
  - 2017 Budget Objectives
  - Future Trends and Tax Rate Analysis

# 2017 Budget Overview

## Five year review

These include:	
Total Operating Revenue	Forces Driving the Budget
State Aid	Net Value Property (NVT)
Local Revenues	Tax Collection Rate
Operating Expenditures	Total Debt
Fund Balance	Total Debt Payment
Tax Rate	Net Debt as Percentage of Equalized Value

# 2017 Budget Overview

## Side by Side Review of Key Factors

	2012	2017 Proposed	Dollar	5 year % Change	Annual- ized
Total Revenue	\$28,196,515	\$29,679,270	\$1,482,755	5.26%	1.05%
State Aid	\$2,110,960	\$2,110,960	\$0	0.00%	0.00%
Local Revenue	\$1,988,000	\$2,249,084	\$261,084	13.13%	2.63%
Total Operating Expenses	\$22,358,703	\$23,645,002	\$1,286,299	5.75%	1.15%
Operations	\$12,602,635	\$13,835,417	\$1,232,782	9.78%	1.96%
Salary/Wages	\$9,756,068	\$9,809,585	\$53,517	0.55%	0.11%
Fund Balance	\$1,616,783	\$2,422,488	\$805,705	49.83%	9.97%
NVT	\$2,070,327,804	\$2,042,952,200	(\$27,375,604)	-1.32%	-0.26%
Tax Collection	98.24%	98.9%			
Total Debt Owed	\$10,820,394	\$7,323,713			
Total Debt Payment	\$2,086,531	\$1,479,667			
Debt as % of Equalized Value	0.313%	0.228%			
Tax Rate	1.050	1.128	0.078	7.43%	1.49%



# 2017 Budget Overview

## Forces Driving The Budget 2017

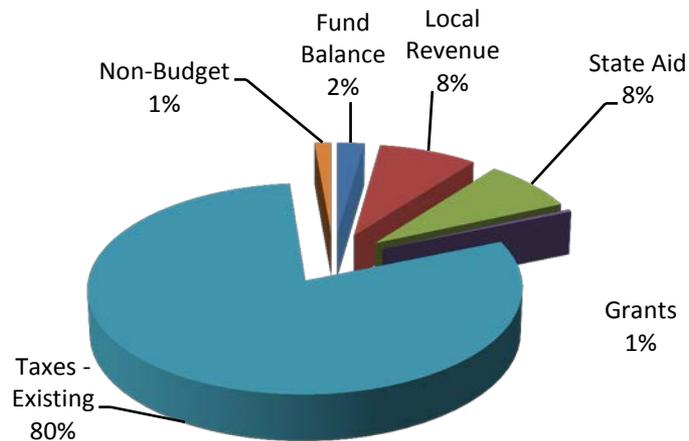
	2017	2012-2016
<b>Overall Budget Increase (1.9%)</b>	\$364,100	\$1,118,655
<b>Less:</b>		
<b>Contractual Obligations</b>	\$45,710	\$7,807
<b>Health Insurance</b>	\$280,000	(\$200,000)
<b>Utilities</b>	(\$32,000)	(\$102,000)
<b>Pension - Police &amp; Fire</b>	(\$32,491)	(\$24,869)
<b>Pension - Public Employees</b>	\$49,269	(\$136,890)
<b>Increase in Discretionary Spending</b>	\$53,612	\$1,574,607
<b>Debt Service</b>	\$21,426	(\$606,864)
<b>Capital Improvement Fund</b>	(\$89,671)	\$742,680



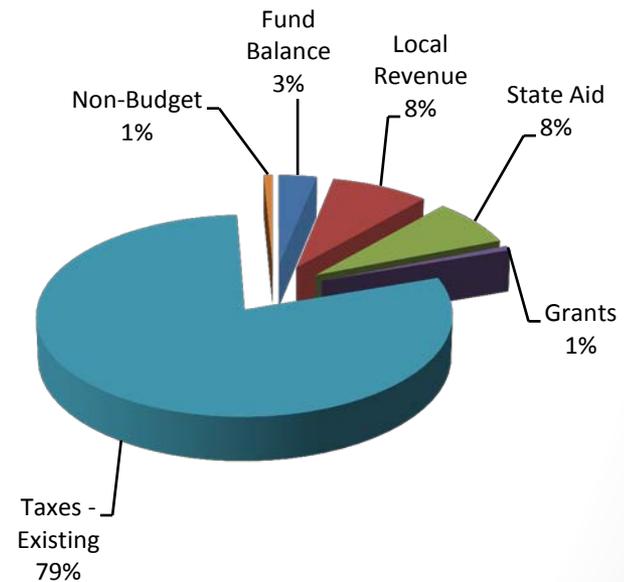
# 2017 Budget Overview

## Revenue

### 2011 Sources of Revenue



### 2015 Sources of Revenue



# 2017 Revenue

- Local Receipts 2016: \$616.00 < anticipated
- State Aid 2016: Remains flat for 2017
- Fund Balance: Recommend \$900,000

# Revenue Projections

	Projected in 2013 for 2017	2017 Recommended
<b>Projected Appropriations</b>	\$32,289,582	\$29,679,270
<b>Municipal Tax Rate</b>	1.264	1.131
<b>Net Valuation Taxable</b>	\$2,058,131,000	\$2,042,952,200



# 2017 Budget Objectives

- \$150,000 in funding for 2018/2019 revaluation
- Level funding for Library operations for 2017 is \$75,889 over the 1/3 of a mil
- Additional 16 hours a week in Recreation for part-time office staff at a cost of \$10,000
- The creation of a full-time position split between Fire Prevention and Zoning Office with an additional cost of \$15,626
- Increase rate by 24¢ or \$48/home with a \$200,000 assessment

# 2017 Budget Objectives

## 2016 Comparison Between Five Communities In Morris County With Like Population Size Sorted By Amount To Be Raised By Taxation

Morris County Municipality	Population	# Of Tax Line Items/Parcels	2016 Annual Budget	Amount To Be Raised	Per Parcel Cost
Morris Township	22,306	8,403	\$35,271,684	\$24,152,622	\$2,874.29
Mt Olive Twp.*	28,117	8,436	\$28,999,103	\$19,568,925	\$2,319.69
Randolph Twp.	25,734	8,302	\$31,379,986	\$20,925,550	\$2,520.54
Rockaway Twp.	24,156	10,062	\$40,268,575	\$30,954,556	\$3,076.38
Roxbury Township	23,324	9,093	\$29,315,170	\$22,614,136	\$2,486.98

\*Separate Trash Tax



# Monthly Revenue/Expenditures Summary 2016

Source	2015 Realized thru 12/31/15	2016 Adopted Budget	Year-to-Date Realized thru 12/31/16	Collected over (+) Collected under (-)	% Used
Licenses / Fees	\$2,336,483	\$2,249,700	\$2,249,084	-\$616	100%
State Aid	\$2,113,008	\$2,110,960	\$2,114,008	\$3,048	100%
Federal & State Grants	\$337,481	\$217,670	\$349,175	\$131,505	62%
Taxes + Other Income	\$29,338,544	\$29,315,170	\$29,734,860	\$419,690	100%
General Operating Expenses	\$21,806,328	\$23,353,091	\$22,633,441	-\$719,650	96%
Grants	\$175,892	\$94,363	\$229,513	\$135,150	41%
Interlocal Service Agreements	\$505,606	\$562,456	\$564,754	\$2,298	100%
Capital	\$2,050,622	\$2,035,919	\$2,035,919	\$0	100%
Deferred Charges		\$11,100	\$11,100	\$0	100%
Debt Service	\$1,442,555	\$1,458,241	\$1,458,322	\$81	100%
Res. Uncollected Taxes	\$2,125,000	\$1,800,000	\$1,800,000	\$1,800,000	0%
<b>Total Appropriations</b>	<b>\$28,156,003</b>	<b>\$29,315,170</b>	<b>\$28,717,591</b>	<b>-\$597,579</b>	<b>98%</b>
<b>Total Revenue</b>	<b>\$29,270,745</b>	<b>\$29,315,170</b>			
<b>Difference Revenue/Expenses</b>	<b>\$1,203,592</b>				



# Tax Rate Projections

		Adopted FY 2016	Manager's 2017 Recommend	Projected FY 2017
<b>TAX LEVY:</b>				
	Municipal Tax	\$22,614,136	\$23,105,802	\$23,590,611
	Municipal Open Space Tax	\$410,201	\$410,201	\$410,201
	School Tax	\$53,437,334	\$53,437,334	\$53,437,334
	County Tax	\$7,571,973	\$7,571,973	\$7,571,973
	County Open Space Tax	\$315,886	\$315,886	\$315,886
		\$84,349,530	\$84,841,196	\$85,326,005
<b>TAX RATE:</b>				
	Municipal Tax	1.107	1.131	1.155
	Municipal Open Space Tax	0.020	0.020	0.020
	School Tax	2.615	2.6156	2.615
	County Tax	0.371	0.371	0.371
	County Open Space Tax	0.015	0.015	0.015
		4.129	4.154	4.177
	<b>NET VALUATION TAXABLE</b>	\$2,043,278,100	\$2,042,952,200	\$2,043,295,500
	<b>MUN. TAX POINT INCREASE</b>	0.018	0.024	0.048
	<b>MUNICIPAL TAX % INCREASE</b>	1.60%	2.19%	4.32%



# Cap Bank Calculation

<u>2014 Levy Cap Bank</u>	
Balance Available for 2016-2017	\$270,241
Amount Utilized - 2016 Budget	\$0
Balance Available for 2017	\$270,241
<u>2015 Levy Cap Bank</u>	
Available for Banking (2016 - 2018)	\$691,854
Amount Utilized in 2016 Budget	\$0
Balance Available for 2017-2018	\$691,854
<u>2016 Levy Cap Bank</u>	
Maximum Allowable Amount to be Raised by Taxation	\$22,063,291
Amount to be Raised by Taxation for Municipal Purposes	\$21,458,691
Available for Banking (2017 - 2019)	\$604,600
Total Over 3-years	\$1,566,695

# 2017 Budget Objectives

- Municipal Tax Per Person

Service	Per-Capita
24 hour police protection	\$23.20
Trash collection and disposal	\$7.65
Road repair and snow removal	\$6.59
Library Services	\$4.66
Capital Improvements (roads, sidewalks)	\$8.48
Parks and Recreation (maintenance)	\$2.95
Fire/EMS/Fire Prevention	\$1.69
Health + Dial-a-Ride	\$1.64
<b>Total</b>	<b>\$56.86</b>



# 2017 Future Trends

- Positive

- Elimination of General Obligation Debt in 2018
- Stable or reduced wage costs due to new wage structures in contracts
- Improvement in Fund Balance
- Comprehensive forecasting and budgeting projections
- Stable leadership among Department Heads
- Ability to increase capital expenditures without tax increase

# 2017 Future Trends

- Less Positive

- Continued decline in NVT. While there are many projects on the horizon that will increase the NVT they need to come to fruition
- Increase in health care costs
- Increase in pension and legacy costs for future retirees



# 2016 Annual Report Department Statements

# 2016 Annual Report Statements

- Overview and Monthly Revenue/Expenditure Report Year End
- Tax Account Status 2016
- Tax Collection Rates 2013, 2014, 2015, 2016
- Tax Sale Collections 2013, 2014, 2015, 2016
- 2016 Assessing Department Reviews of Assessments
- Zoning Permit Activity 2016
- 2016 Bureau of Fire Prevention Year End Report
- 2016 Water Year End Report
- Summary Reports: Construction, Fire Prevention, Zoning, Courts, Sanitation Complaints reported to the Township



# Conclusion

- The Township is in good financial shape
- Fund Balance has increased from \$2,130,488 in 2015 to \$2,422,500 in 2016; an increase of \$292,012
- Average tax increase over the past 5 years has been 1.49%
- The Township has never reached the state allowed levy limit and is currently below the limit

# Questions?



# One Amazing Township with Six Great Communities

- Kenvil
- Landing
- Ledgewood
- Lower Berkshire Valley
- Port Morris
- Succasunna

