



**TOWNSHIP COMMITTEE:**  
**MAYOR MICHAEL KUCZINSKI**  
**DEPUTY MAYOR FIORE MASCI**

**COMMITTEEWOMAN NANCY GRBELJA**  
**COMMITTEEMAN ROBERT KINSEY**  
**COMMITTEEMAN GARY DORFMAN**

**SCANNED**

# Township of Millstone

## 2017 Budget Goals

- Comply with Tax Levy Cap & Municipal Appropriations Cap.
- Maintain a flat municipal tax levy.
- Maintain current level of services, while reducing the overall budget.
- Prioritize spending needs:
  - Master Plan
  - Additional headcount
  - Internalizing the cleaning service
  - Maintaining current fleet of vehicles
  - Robust, yet responsible, Capital Budget
- The Budget cycle is “Local Review” this year, which means this Budget must be filed with the State, but they will not review it. “State Review” is every 3 years, which Twp will be in 2018.

# Township of Millstone

## 2017 Budget Summary

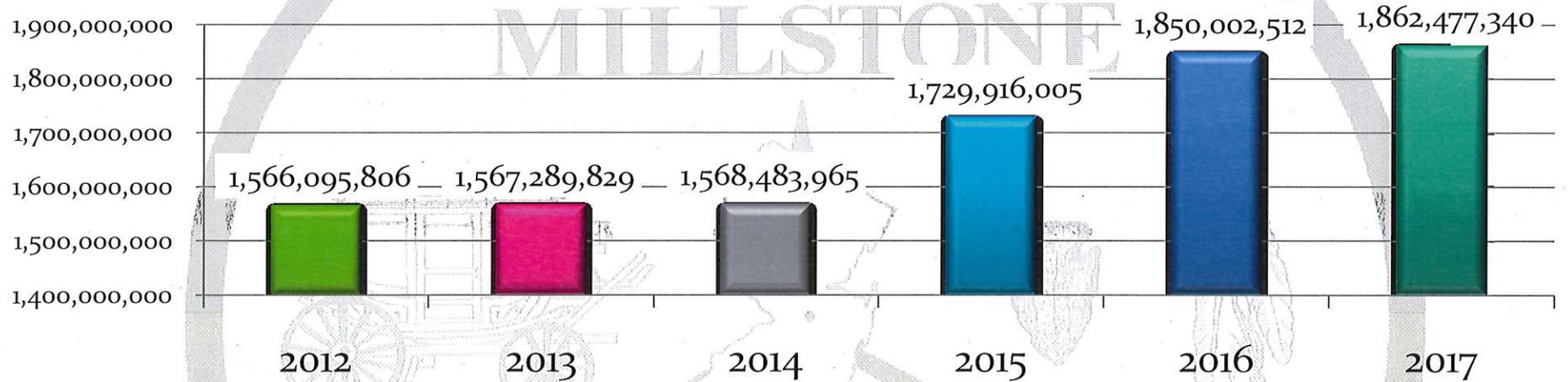
<b>Title:</b>	<b>2017-Estimated</b>	<b>2016-Actual</b>	<b>\$ Change</b>	<b>% Change</b>
Net Valuation Taxable	\$1,862,477,340.00	\$1,850,002,512.00	\$12,474,828.00	.67%
Local Amount to be Raised by Taxation	\$2,590,456.72	\$2,590,456.72	\$0.00	0
Local Municipal Tax Rate	\$0.139	\$0.140	(.001)	(.71%)
Tax Collection Rate Used to Calculate RFUT	98.05 %	98.01%	-	.04%
Penny Impact	\$182,610.11	\$181,318.75	\$1,291.36	.71%
Average Home Assessment	\$534,230.00	\$532,623.00	\$1,607.00	.30%
Average Home Local Municipal Taxes	\$742.58	\$745.67	(3.09)	(.41%)

### Accomplishments

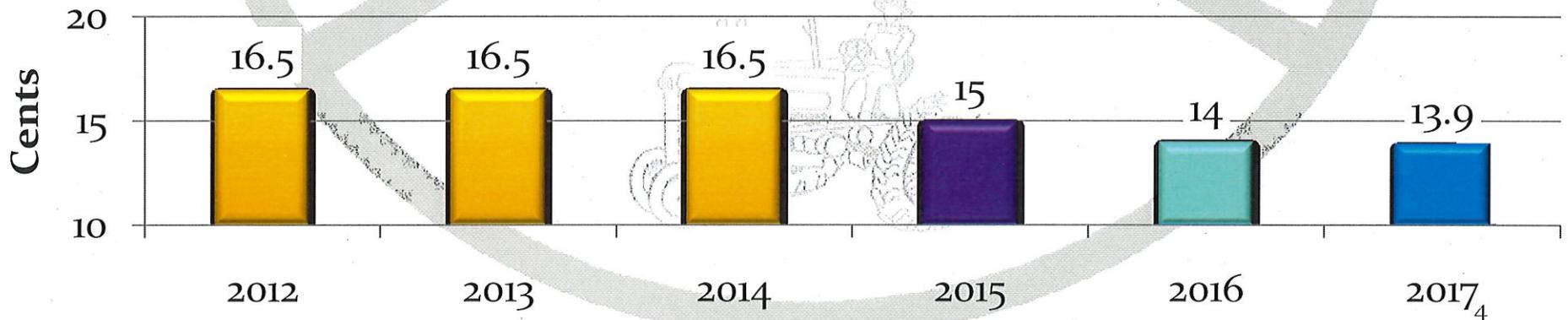
Levy Cap	✓			
Appropriation Cap	✓			
Local Municipal Purposes Tax Levy	FLAT			

# Township of Millstone

## Annual Net Valuation Taxable

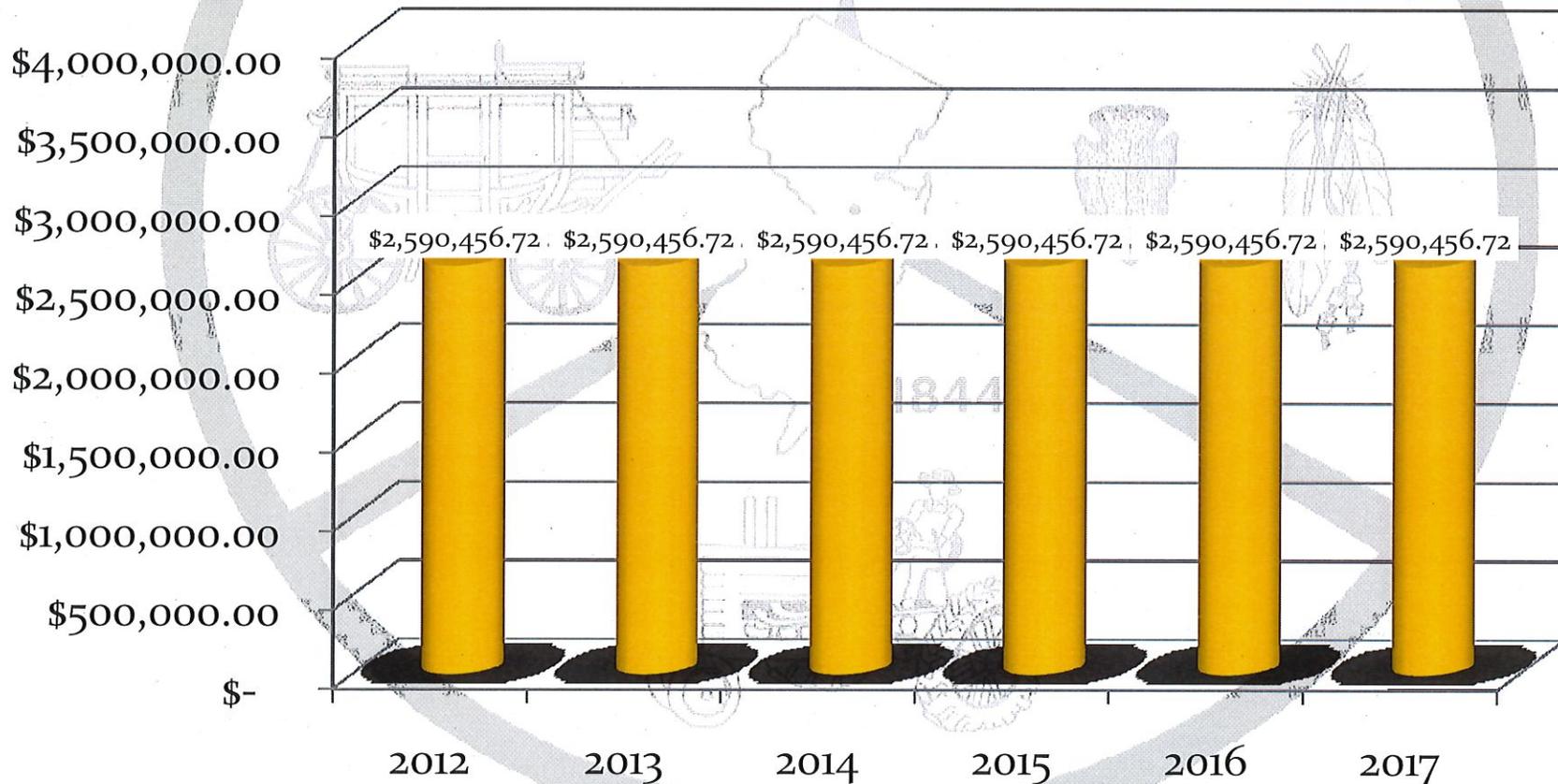


## Local Municipal Tax Rate



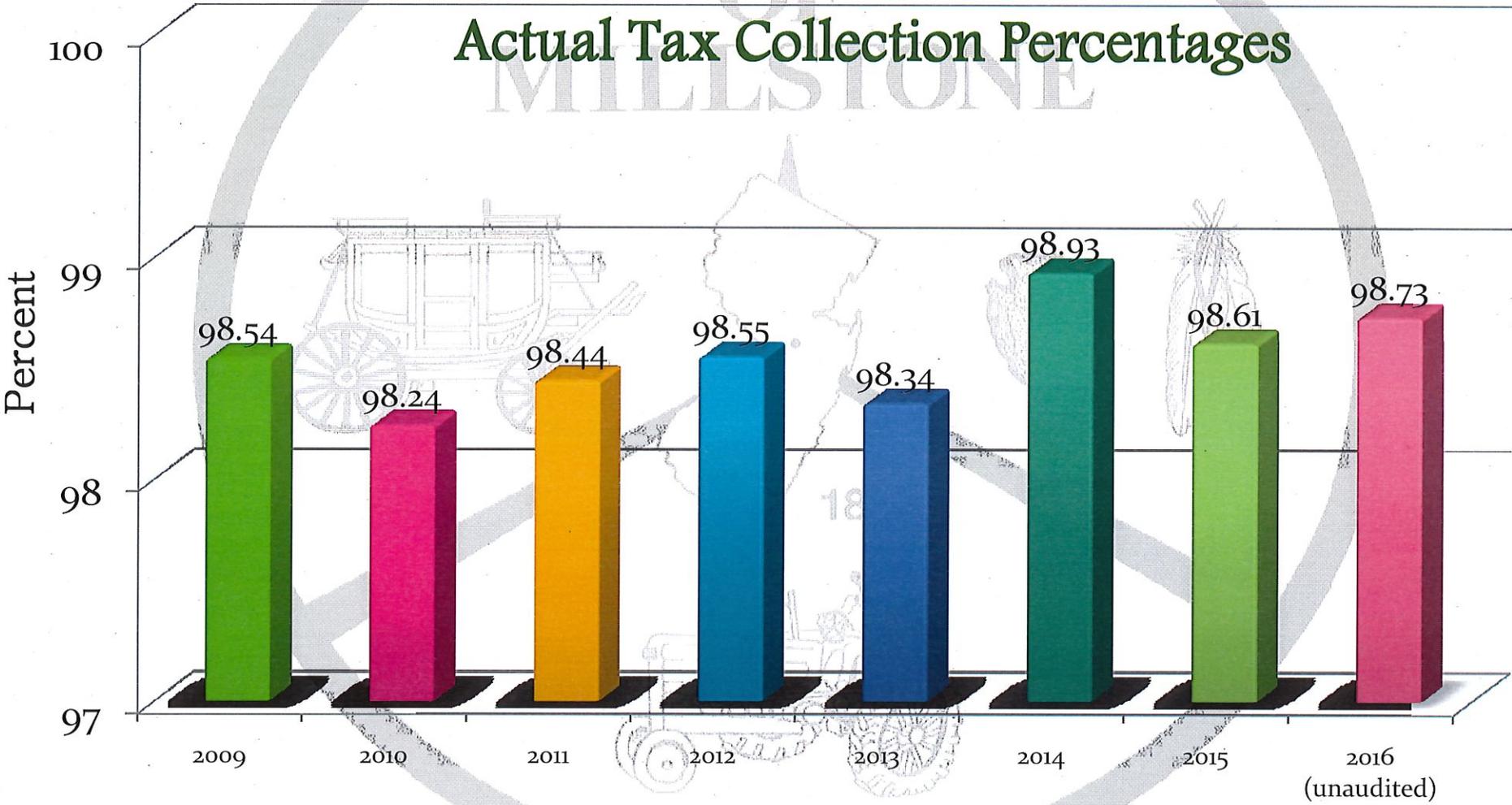
# Township of Millstone

## Amount to be Raised by Taxation Local Municipal Purposes



# Township of Millstone

## Actual Tax Collection Percentages



# Township of Millstone

## Comparative Revenue Summary

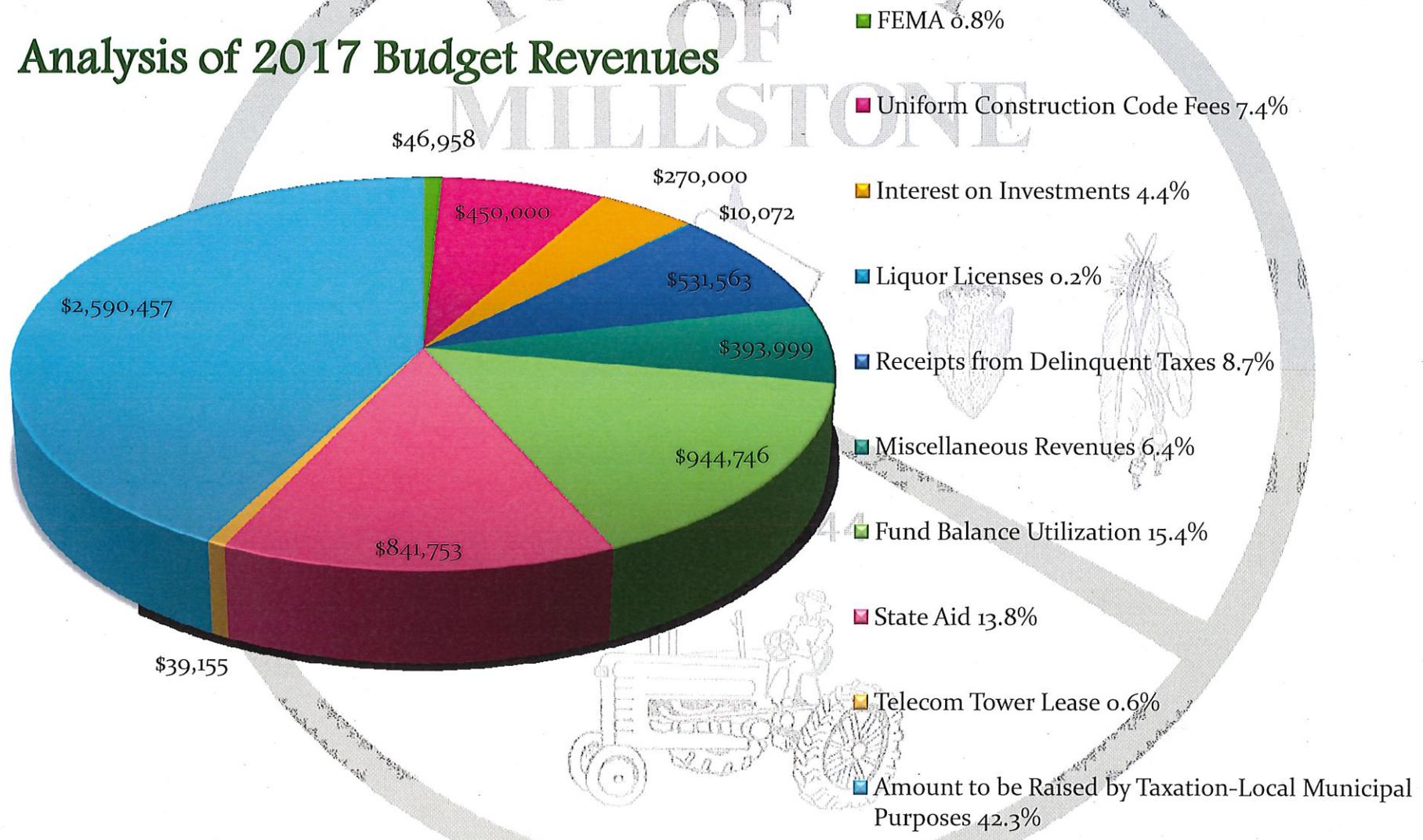
General Revenue:	2017	2016	Net Changes:
Fund Balance Utilization	\$ 944,746	\$ 891,893	\$ 52,853
Miscellaneous Revenues	\$ 393,999	\$ 391,702	\$ 2,297
Liquor Licenses	\$ 10,072	\$ 10,072	\$ -
Interest on Investments	\$ 270,000	\$ 225,000	\$ 45,000
Uniform Construction Code Fee	\$ 450,000	\$ 450,000	\$ -
Property Taxes	\$ 2,590,457	\$ 2,590,457	\$ -
Receipts from Delinquent Taxes	\$ 531,563	\$ 496,261	\$ 35,302
State Aid	\$ 841,753	\$ 841,753	\$ -
FEMA	\$ 46,958	\$ 478,089	\$ (431,131)
Telecom Tower Lease	\$ 39,155	\$ 38,014	\$ 1,141
<b>Total Anticipated Revenues</b>	<b>\$ 6,118,703</b>	<b>\$ 6,413,241</b>	<b>\$ (294,538)</b>

Miscellaneous Revenue consist of revenues from the following sources: Other Fees & Permits, Municipal Court (Local & Interlocal), Interest & Cost on Taxes, Grants & Franchise Fees.

Note: Rounded off to nearest whole number.

# Township of Millstone

## Analysis of 2017 Budget Revenues



# Township of Millstone

## State Aid Impact Calculation - ERT

Year	Actual Amount Received	Implicit Price Deflator	State Aid Formula	Excess/ (Deficit)
2001	\$1,036,191.00		\$1,036,191.00	\$0.00
2002	\$1,036,191.00	2.50%	\$1,062,095.78	(\$25,904.78)
2003	\$1,044,611.50	1.00%	\$1,072,716.73	(\$28,105.23)
2004	\$1,070,817.00	2.50%	\$1,099,534.65	(\$28,717.65)
2005	\$1,070,816.00	3.50%	\$1,138,018.36	(\$67,202.36)
2006	\$1,070,817.00	4.50%	\$1,189,229.19	(\$118,412.19)
2007	\$1,070,817.00	5.50%	\$1,254,636.80	(\$183,819.80)
2008	\$1,070,281.00	5.00%	\$1,317,368.64	(\$247,087.64)
2009	\$1,027,522.00	6.50%	\$1,402,997.60	(\$375,475.60)
2010	\$821,546.00	0.00%	\$1,402,997.60	(\$581,451.60)
2011	\$821,546.00	2.00%	\$1,431,057.55	(\$609,511.55)
2012	\$821,546.00	3.50%	\$1,481,144.56	(\$659,598.56)
2013	\$821,546.00	2.00%	\$1,510,767.45	(\$689,221.45)
2014	\$821,546.00	0.50%	\$1,518,321.29	(\$696,775.29)
2015	\$821,546.00	1.50%	\$1,541,096.11	(\$719,550.11)
2016	\$821,546.00	0.00%	\$1,541,096.11	(\$719,550.11)
2017 *	\$821,546.00	0.50%	\$1,548,802.00	(\$727,256.00)
	<u>\$16,070,431.50</u>		<u>\$22,548,071.42</u>	<u>(\$6,477,639.92)</u>

\* Anticipated ERT for 2017

# Township of Millstone

## Grants for 2017

Grant programs are not guaranteed from year to year and are directed towards a specific purpose.

### Awarded Grants

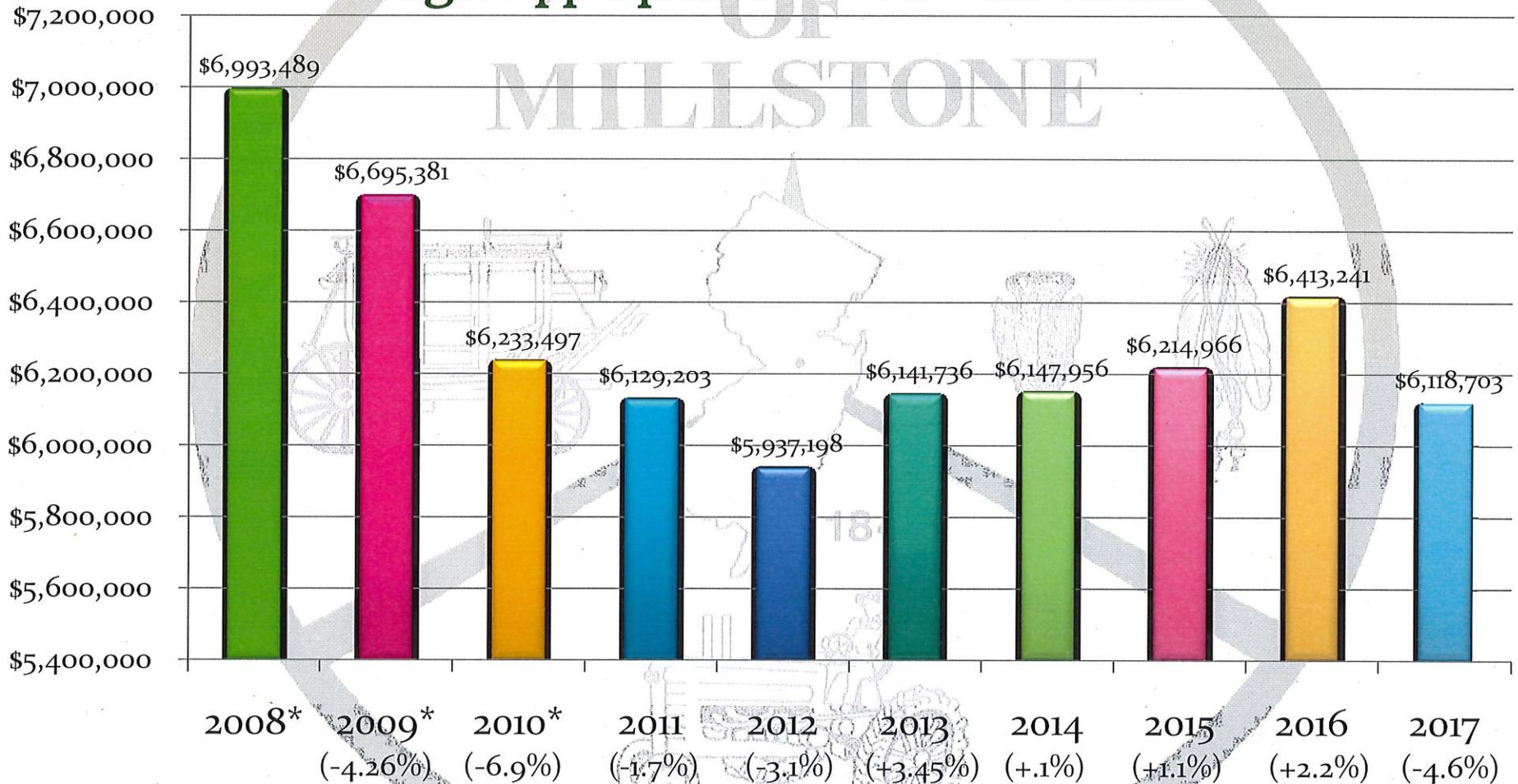
Road Program - DOT TTF (GCF) (TBD)		\$ 200,000.00
Municipal Alliance on Alcoholism/Drug Abuse		\$ 20,000.00
Recycling Grant - 2016		\$ 3,021.91
	Total:	\$ 223,021.91

### Chapter 159 Grants

Recycling Grant - 2017		TBD
Clean Communities		TBD

# Township of Millstone

## Budget Appropriations - 10 Year Trend



\*Includes appropriations for DOT Grants:

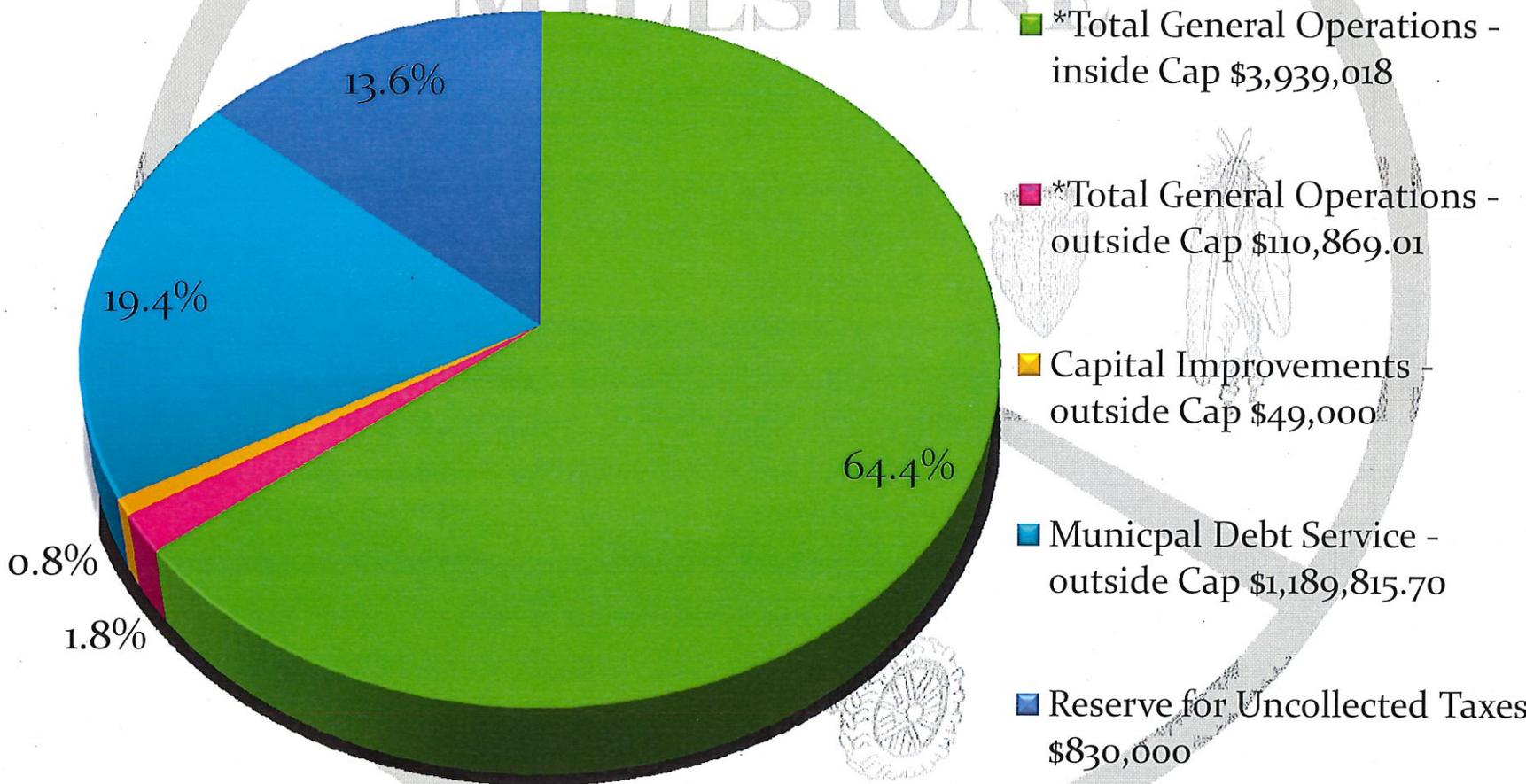
2008 = \$160,000; 2009 = \$190,000 and 2010 = \$140,000.

# Township of Millstone

## Analysis of 2017 Budget Appropriations

\$6,118,702.71

### Appropriation Categories



\* Total General Operations = \$4,049,887.01

# Township of Millstone

## Breakdown of Total General Operations

Appropriation Sub-Category	Amount	%
Insurance	\$ 1,000,075	24.69%
General Government	\$ 870,060	21.48%
Public Works	\$ 843,835	20.84%
Uniform Construction Code	\$ 320,505	7.91%
Statutory Expenditures (PERS, DCRP & SS)	\$ 270,018	6.67%
Utilities	\$ 232,000	5.73%
Court & Public Defender	\$ 140,600	3.47%
Public Safety	\$ 103,516	2.56%
Land-Use Administration	\$ 86,530	2.14%
Parks & Recreation & Public Celebration	\$ 82,475	2.04%
Health/Human Svc (Animal Ctrl, Sr Trans & EC)	\$ 33,719	0.83%
Grants	\$ 30,022	0.74%
Landfill	\$ 20,000	0.49%
LOSAP	\$ 10,282	0.25%
Shared Services	\$ 6,000	0.15%
Education (including Library)	\$ 250	0.01%
<b>Total:</b>	<b>\$ 4,049,887</b>	



# Township of Millstone

## Analysis of Capital Improvements

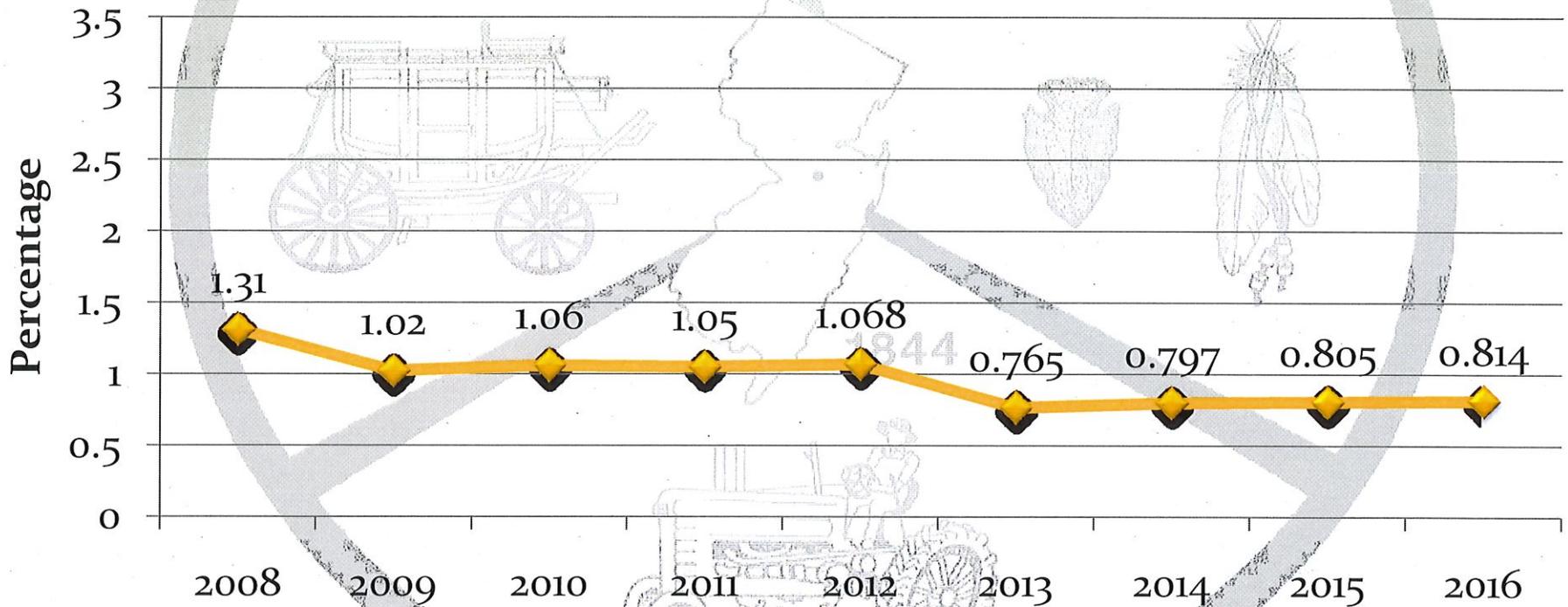
	2017 Capital Projects	Total Cost	CIF *	Est. Grants	Debt Auth
I.	2017 Road Program, includes: 1) Nurko Rd Phase 1: Roosevelt to Parkside 2) Pine Drive 3) Old Noah Hunt Rd, Pine Dr to Joan Dr 4) Millstone Rd, Barc Ln to Bittner Rd 5) Gravatt Circle 6) Deer Trail Dr, Fawn Way & Doe Ct 7) Various drainage & pavement repairs throughout the Township	\$840,000	\$32,000	\$200,000	\$608,000
II.	Acquisition of DPW Vehicles & Equipment, includes: 1) Single Axle Snow Removal Truck 2) 2 Pickup Trucks 3) 2 Driver Feedback Radar Signs 4) Batwing Mower Attachment	\$340,000.00	\$17,000	\$0	\$323,000
	Total:	\$1,180,000	\$49,000	\$200,000	\$931,000

\* CIF = Capital Improvement Fund, which represents the 5% down payment required to be raised in the Municipal Budget.

# Township of Millstone

## Debt Management

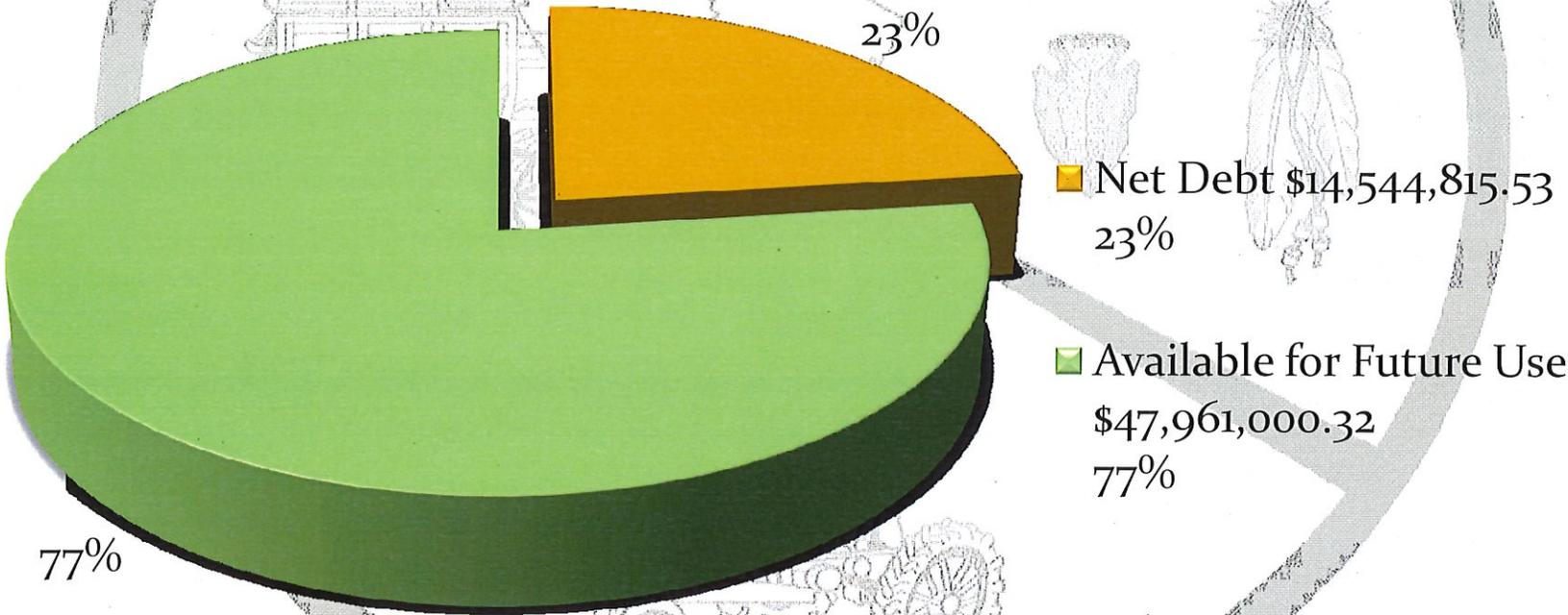
Net Debt as a Percentage of 3-Year  
Average Equalized Valuation



- N.J.S.A. 40A:2-5 allows a municipality to incur debt up to a maximum of 3.5% of the 3-year average equalized valuation in any year.
- Includes Open Space Debt.

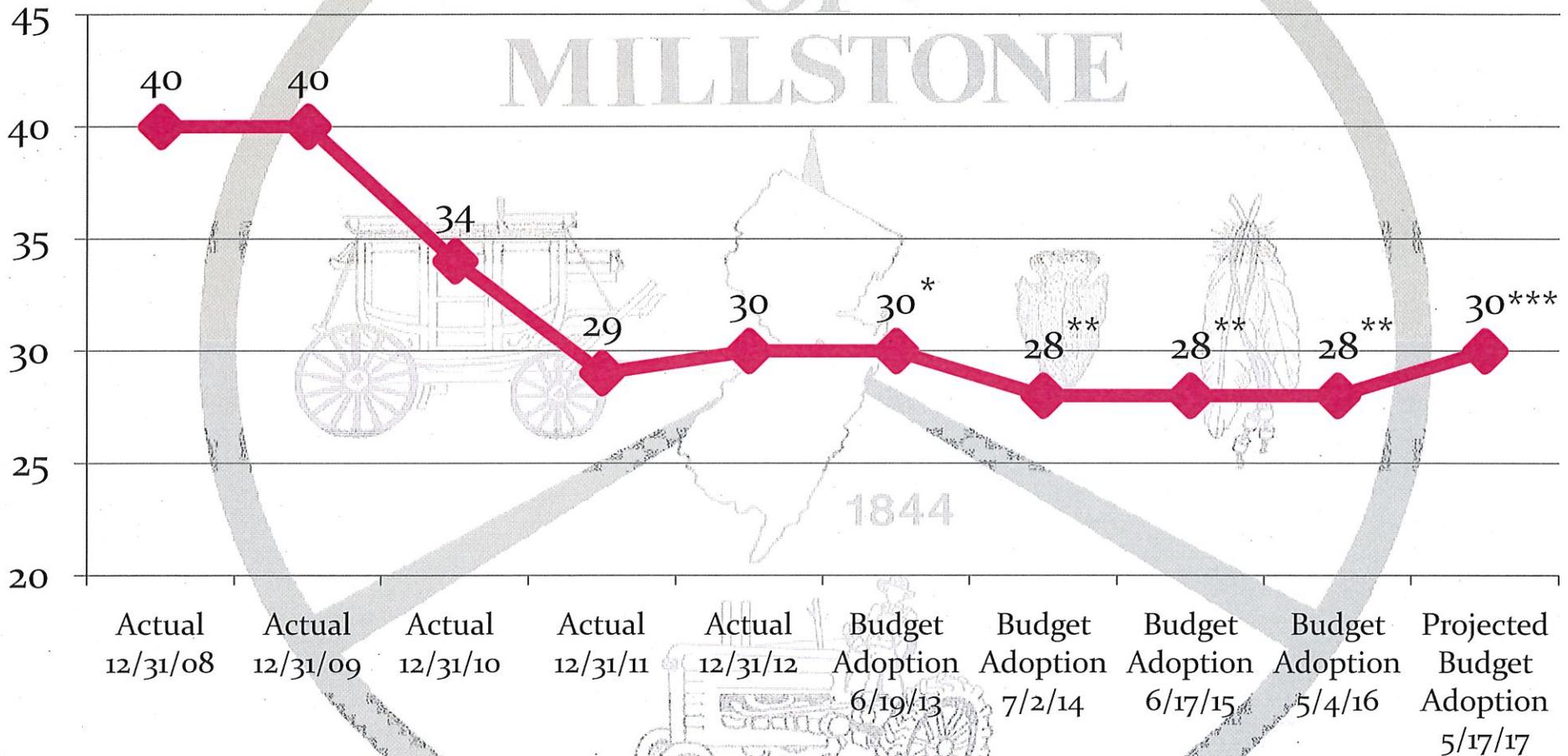
# Township of Millstone

## Net Debt at 12/31/16 & Remaining Borrowing Capacity Available for Future Use



# Township of Millstone

## Headcount Comparison – 10 Years In-House Employees



\*Consists of 20 full-time employees & 10 part-time employees.

\*\* Consists of 21 full-time employees & 7 part-time employees.

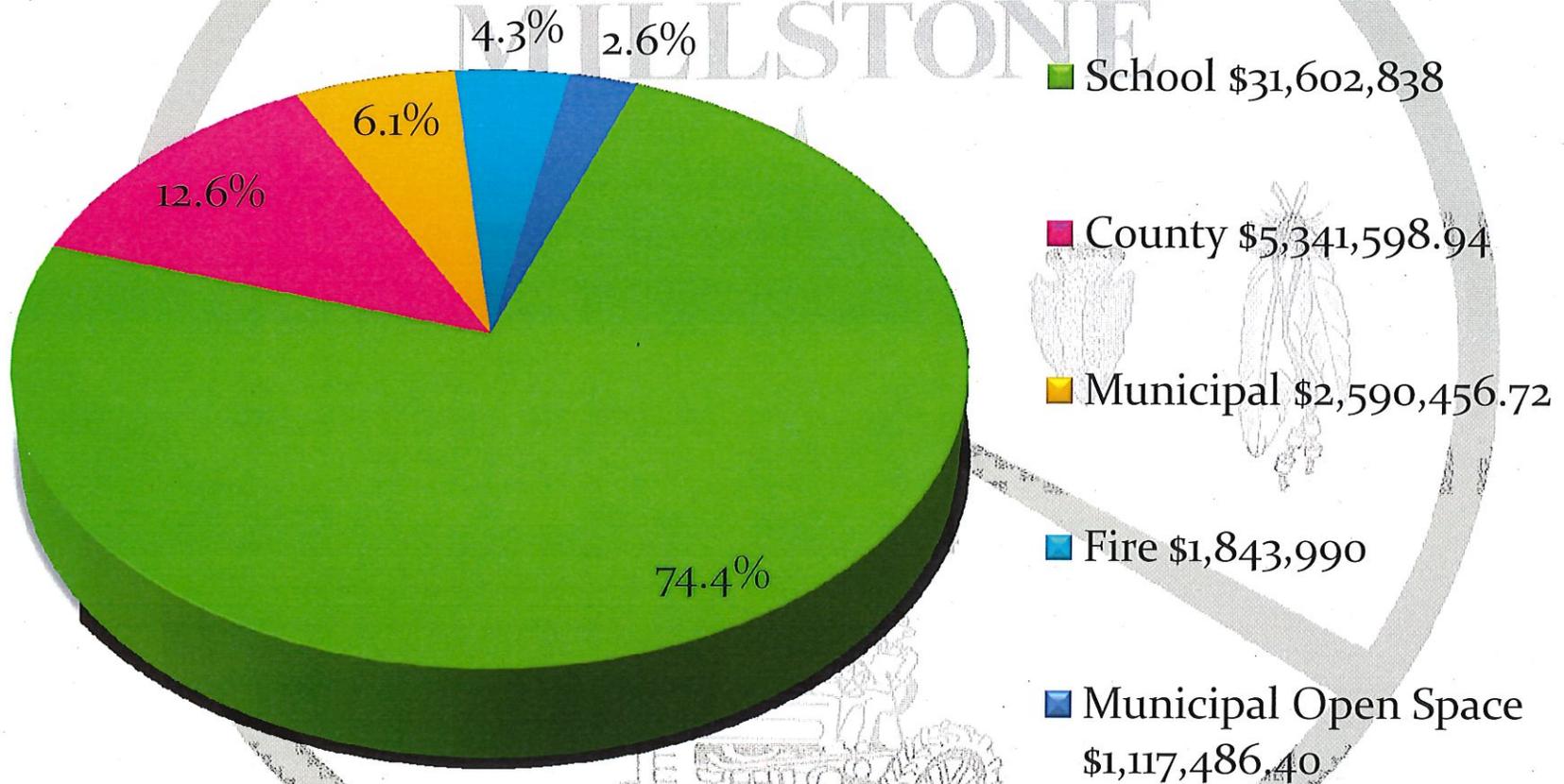
\*\*\*Consists of 21 full-time employees & 9 part-time employees (includes 2 P/T new hires).

# Township of Millstone – Shared Services

<b>Receive from:</b>	<b>Purpose:</b>
County of Monmouth	<ul style="list-style-type: none"> <li>•Vehicle Maintenance &amp; Repairs</li> <li>•Vehicle Wash</li> <li>•Brining of Roads</li> <li>•Mod IV Property Assessment Computer Services</li> <li>•SCAT</li> </ul>
Freehold Township	<ul style="list-style-type: none"> <li>•Sign Making</li> </ul>
Jackson Township	<ul style="list-style-type: none"> <li>•Back-up Construction Code Enforcement Services</li> </ul>
Manalapan Township	<ul style="list-style-type: none"> <li>•Animal Control</li> <li>•Vehicle Maintenance &amp; Repairs</li> </ul>
Millstone Board of Ed	<ul style="list-style-type: none"> <li>•Equipment/Vehicle Maintenance</li> <li>•HVAC &amp; Electrical Maintenance</li> <li>•Fuel</li> </ul>
<b>Provide to:</b>	<b>Purpose:</b>
Borough of Roosevelt	<ul style="list-style-type: none"> <li>•Municipal Court Services</li> <li>•Nurko Rd Snow Removal, Ice Control, Repair &amp; Maintenance</li> <li>•Certified Recycling Coordinator</li> </ul>
Jackson Township	<ul style="list-style-type: none"> <li>•Back-up Construction Code Enforcement Services</li> </ul>
Millstone Board of Ed	<ul style="list-style-type: none"> <li>•Road Salt</li> <li>•Preparation of SDS (Supplemental Debt Statement)</li> </ul>

# Township of Millstone

## Estimated Property Tax Rate Summary



# Township of Millstone

## Property Tax Rate Summary

Agency	Estimated 2017 \$ Amount	2017 %	Actual 2016 \$ Amount	2016 %	\$ Change
School (TBD)	\$9,065.88	74.30%	\$8,910.78	74.10%	\$155.10
County (TBD)	\$1,549.27	12.70%	\$1,544.61	12.80%	\$4.66
Municipal	\$742.58	6.10%	\$745.67	6.20%	-\$3.09
Fire	\$528.89	4.30%	\$500.67	4.20%	\$28.22
Municipal Open Space	\$320.54	2.60%	\$319.57	2.70%	\$0.97
<b>Total Estimated Amount Paid</b>	<b>\$12,207.16</b>	<b>100.00%</b>	<b>\$12,021.30</b>	<b>100.00%</b>	<b>\$185.86</b>
Average Assessed Value:	\$534,230		\$532,623		

# Township of Millstone

Average Homeowner pays \$743/yr or \$62/month in Municipal Taxes for:

## Building, Construction, Land Use

### Services & Other

- Code Enforcement
- Construction inspections and proper permitting
- Planning & Zoning Boards
- Recreation, Shade Tree, Open Space, Agriculture, Historic & Environmental Commission Boards

### Community Events

- Memorial Day Parade
- Millstone Day
- Veteran's Day Service
- Holiday/Tree Lighting

## Media Resources

- Newsletter
- Township Website
- Public Access Channel
- E-mail Blasts

## Public Safety

- Emergency Management
- First Aid – First Aid Contribution, Equipment & LOSAP
- Municipal Court Services
- Deer Carcass Removal from Township/County Roads
- Special Citizen Area Transportation – SCAT
- Municipal Drug Alliance

# Township of Millstone

Average Homeowner pays \$743/yr or \$62/month in Municipal Taxes for:

## Public Works

- Road Repair
- Snow Removal
- Park Maintenance
- Building & Grounds Maintenance
- Vehicle Maintenance
- Storm water management & detention basin maintenance.

## Recycling

- Recycling Collection – Every other Wednesday
- Electronics Recycling – Annually
- Recycling Center– Sat & Sun 8am-1pm  
Tues/Wed/Thurs 11am-3pm
- Spring/Fall Brush Drop Off
- Spring Clean up – Annually

## Revenue Collection

- Pay Taxes Online
- Pay for Recreation Programs online
- Pay by credit card for:  
Municipal Court Fines  
Recreation Programs  
Construction Fees

## Vital Statistics

- Marriage License/Civil Union/Domestic Partnership
- Other Vital Records

## Other Services

- Paper Shredding
- Dog Licensing
- Recreation Programs

# Township of Millstone - Summary

- Revenues :

- FEMA Reimbursement for Storm Jonas (1/22/16) – received 100%.
- Interest on Investments – projected increase.
- State Aid continues to be flat.
- Recycling Grant from 2016 received; hope to receive 2017 Grant also.

- Appropriations :

- Inside Cap Appropriations – increased ~ \$13,000.
- Outside Cap Appropriations – decreased ~ \$308,000.
- Overall Budget – decreased \$295,000.

- Appropriation Challenges:

❖ Debt Service	\$ 91,618	↑	(last year of Capital Lease)
❖ Health Benefits	\$ 66,375	↑	
❖ JIF Insurance	\$ 12,750	↑	
❖ Capital Improvement Fund	\$ 11,150	↑	

- Municipal Tax Levy :

- Stable at \$2,590,456.72 since 2012.

- Head Count :

- Extremely lean since 2014; Overall increase to PY = 2 PT Employees. Goal to add 2 PT positions now and consider 1 FT position later in the year.

- Ongoing Management:

- Each year presents new challenges & priorities. This years budget has prioritized spending needs for the Twp's Master Plan, additional headcount, internalizing the cleaning service, maintaining the current fleet of vehicles & a robust, yet responsible, Capital Budget.
- The Township intends to continue its ongoing prudent fiscal management, to successfully negotiate contracts, to seek additional inter-local agreements, and to research additional revenue sources.

# Township of Millstone

## 2016 Ranking in Monmouth County

- ❖ Millstone remains ranked #1 of 53 for the Lowest Municipal Local Purposes Tax Rate



# Township of Millstone

## UFB = User Friendly Budget

- N.J.S.A. 40A:5-48 requires the Local Finance Board to promulgate a “user friendly” plain language budget summary.
- The UFB will give the public, as well as local officials, a better understanding of local government finances.
- UFB does not replace the State Budget document, but is required to precede the State Budget document.

# Township of Millstone

For your convenience, the Annual Budget Document has been made available upon *Introduction* for public inspection (free of charge) in the Township Clerk's Office and on Millstone Township's web site at <http://www.millstonenj.gov>. The User Friendly Budget, the Adopted Budget, and this presentation, will all be available in the Township Clerk's Office and on the website.

Respectfully,  
*Michael T. Kuczinski*  
Mayor

# Township of Millstone



Questions

or

Comments?

