

# TOWNSHIP OF BYRAM

## NEW JERSEY

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TO: Township Council  
FROM: Joseph W. Sabatini, Township Manager  
DATE: February 14, 2019  
RE: 2019 Municipal Budget - Update

**Reference the following memorandum located on the Township's website:**

2019 Draft Municipal Budget Details (Updated):

<https://www.byramtwp.org/useruploads/files/021219%202019%20Budget%20Workbook.pdf>

2019 Capital Budget and 3 Year Capital Improvement Program (Updated):

<https://www.byramtwp.org/useruploads/files/021219%20Capital%20Budget%202019%20-%202021.pdf>

The Mayor and Council met for a Public Budget Workshop Meeting on February 5. The minutes of this meeting will be located on the Township's website at the following link, once they have been adopted by the Mayor and Council.

<http://byramtwp.org/index.php/meetings/council>

Based on the discussion during the Public Budget Workshop, instruction was given to revise the budget. Following is a summary of changes to the budget plan.

**Revenues:**

- Anticipation of Fees and Permits - increased to \$45,000.
- Anticipation of Interest and Costs on Taxes - needed to decrease from \$120,000 to \$115,000 - 2018 actual revenues received = \$115,947.13.
- Anticipation of Interest on Investments - increased to \$45,000.
- Based on regeneration of Fund Balance at end of 2018, it has been recommended to increase the dependency on Fund Balance by \$140,000 with the additional \$140,000 being put into Capital Improvement Fund. This will be used in 2019 to offset capital purchases and can be used in 2020 to offset debt service for municipal building project.

**Appropriations:**

- Increased Capital Improvement Fund \$140,000 - see comment above regarding increased use of Fund Balance.
- Tax Assessment O&E:
  - Reduced Tax Appeals - \$15,000
  - \$5,000 moved to appraisals within budget.

- \$10,00 moved to DPW Equipment to support purchase of Jumping Jack Compactor and Asphalt Plate Compactor.

**Capital Improvement Program:**

- Updated 2019 Capital Budget.
- Included line for Skid Steer with miller, sweeper and bucket attachments - \$96,000
- Total amount in budget for Capital Improvement Fund (CIF) Totals \$426,393 - annual appropriation of \$25,000 raised to support down payments for ordinances leaves \$401,393 to fully/partially fund improvements.
- CIF decreased from \$398,453 to \$286,393 - reduction of \$112,060s before increasing \$140,000.

**Capital Improvement Fund:**

- 2018 CIF reserve amount = \$936,672.43
- \$550,000 has been earmarked for down payment for municipal building project.
- Comfortable keeping balance of \$250,000 in CIF at any time.
- Can use some CIF to offset capital programs. Balance after removing \$550,000 and \$250,00, leaves \$136,672.
- Current 2019 Capital Budget requires an additional \$27,687.80 to support down payments and amount over budget allocation for CIF
- $\$136,672 - \$27,687.80 = \$108,984.2$

**Current Budget Plan:**

- The current draft budget plan as presented is an increase of \$147,904.60 or 1.73% of the amount to be raised through taxation.