



Village of Ridgewood

2019 Budget Introduction Presentation

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General Topics

- 2018 Accomplishments/Highlights
- 2019 Goals
- 2019 Risks
- Unfunded Liabilities/Obligations
- Budget Summary
- 2019 Budget
- Revenues
- Use of Surplus
- Operating Expense
- General Capital
- Other Operating and Capital Funds

2018 Accomplishments/Highlights

- Coordinated Village-wide office shred day.
- Designed and implemented placing new monitors and screens in Court Room, to use for Power Point presentations and by the Municipal Court.
- Public Wi-Fi installed in Graydon Pool, the Stable and Village Hall.
- Deployment of E-Ticketing for use by Police Dept. and Parking Enforcement.
- Improvements made to Village website to make it more user friendly.
- Obtained recertification of the Village's Community Rating Service, which allows property owners needing to purchase flood insurance a 20% discount on their premium.
- Obtained NJDOT paving grants in the amount of \$380,627, thereby reducing the amount of Village capital funds.
- Established connections in Village Hall for an emergency generator which was funded through FEMA.
- Repaired the Pease Library stairs to Corsa Terrace and repaired the stairs from the pedestrian tunnel to the center train platform.

2018 Accomplishments/Highlights Continued

- Upgraded lighting at several critical crosswalks in the CBD.
- Worked with Age Friendly Ridgewood to identify hazardous sidewalks in the CBD.
- Coordinated the Wellness Festival and the Weight Loss Challenge.
- Established an ordinance for licensing of E-Cigarettes and establishing penalties for sale to minors; licensing of barbershops, nail salons, spas and hair salons; and a new Poultry and Fowl ordinance.
- Distributed 83 radon testing kits, which were obtained through a grant to Ridgewood residents.
- Changed vendor and enhanced the Village's fixed asset inventory system to address correct valuation methodology, asset identification, and proper documentation.
- Enhanced accounting for capital assets by incorporating specific identification of I.T. equipment.
- Expanded the use of kiosks in the Central Business District, for a total of 7 kiosks.
- Prepared a financial and debt management plan, which was adopted by the Village Council.
- Implemented select 2017 recommendations from rating agencies, to maintain the Village's AAA rating.
- Purchased Goffle Road property for use by Ridgewood Water as a treatment facility.

2018 Accomplishments Continued

Building Department

- Redirected Department operations based on the fact that the State established fewer regulations and inspections be performed for ordinary maintenance and minor work and hosted a public forum for contractors on these new regulations.
- Developed a plan review and process checklist for new CBD construction projects.
- Assisted with the development of the outdoor display and temporary storage container ordinances.
- Met with all multi-family development contractor groups to discuss project planning on their sites.

Fleet

- Entered into Shared Services with Washington Township and BOE for repair and maintenance of vehicles. Created a reporting system so that Washington Township can receive updates on the status of the repair of their vehicles from one point person.

2018 Accomplishments Continued

Streets

- New equipment purchased making leaf pickup and plowing more efficient.

Parks & Recreation

- Planted over 200 shade trees this year, which is the most in the last 35 years.
- Continued development of Schedler property, Zabriskie-Schedler House, and Kings Pond Park restoration/rehabilitation.
- Achieved Graydon Pool at best water quality in many years.
- Provided free firewood for residents, resulting in lower dumping fee costs.

2018 Accomplishments Continued

Fire Dept.

- Hired 2 new firefighters who have completed Firefighter 1 and 2 and are enrolled in EMT training.
- Maintained a high rating of 2, from the Insurance Services Office, for the Fire Dept., which keeps insurance costs low for residents and business owners.
- Received grant for computers, with assistance from Millennium Strategies.
- Proactively had all of our Firefighters trained in active shooter response. Village of Ridgewood was one of four towns in Bergen County to receive a grant for bulletproof vests and helmets at no cost to the Village.
- Replaced the 1940s bathroom and the 25-year old roof at 311 West Glen Avenue, by working with Firefighters and the Traffic and Signal Dept., with significant savings.

2018 Accomplishments Continued

Police Dept.

- Fully implemented new scheduling software – access on phones for schedules, overtime, training and extra duty overtime. Will be integrated into the payroll system in early 2019.

Schedler Park Property and Zabriskie-Schedler House

- Developed a final design of Schedler Park property, with a field, a parking lot, a playground, and walking paths.
- Brought in free landfill from multi-family housing developments and Ridgewood Water dirt from projects/repairs to create a berm and level out the land.
- Zabriskie-Schedler House – Held hearings on pre-approval of bidders for the historic house for replacement of the roof, as well as interior restoration of the house including replacement of doors and windows, plumbing, HVAC and renovation of kitchen to make a catering kitchen.

2018 Accomplishments Continued

Kings Pond Park Restoration

- Working with Parks and Recreation and Engineering, developed a plan for the restoration of Kings Pond Park which includes a stone dust walking path, 2 small parking lots, planting of trees, curbing, and the possibility for a small practice field and playground in the future.
- Met with representatives from Bergen County Department of Public Works for a shared services to dredge Kings Pond, and conduct dewatering to such.

Tree Trimming and Brush Removal at the View at Crest Road

- Met with the neighbors of both Hillcrest Road, below the View, and Crest Road, to conduct trimming of trees.
- Restored the View at Crest Road for the benefit of all Ridgewood residents, as well as out of town guests.

2018 Accomplishments Continued

Central Business District Improvements

- Approved \$12 million in funding for Hudson Street parking garage.
- Approved configuration of train station parking lot, which will create 36 parking spaces for shoppers/diners, and commuters on the west side of the train station.
- Created “flex parking spaces” in Cottage Place lot, which can be used by CBD employees or shoppers/diners, on a first come, first served basis.
- Amended our B1/B2 zoning in the CBD to include more modern uses which will bring a new mix of businesses and make it easier for today’s businesses to open without the need for a use variance.
- Adopted the Blade Sign ordinance to beautify the downtown.
- Adopted regulations for outdoor displays to allow businesses to promote themselves with more individuality.
- Established free parking in parking lots in December on Saturdays, leading up to Christmas.
- Worked with Ridgewood Arts Council to beautify empty storefronts for the Christmas holidays.

2018 Accomplishments Continued

Misc. Items

- Purchase of Elks Club which is the last contiguous piece of property to the current municipal campus and it will increase efficiency of Ridgewood Water Department personnel, as they will all be located in Ridgewood.
- Village Council approved contract with Swagit, which will update and enhance the televising of Village Council meetings. This contract also approves the purchase of permanently mounted cameras in the Village Court Room, which will eliminate the need for multiple camera operators. This can also be expanded in the future to televise other meetings, such as Planning Board and Zoning Board of Adjustment meetings.

2018 Accomplishments/Highlights Continued

- Water
 - Successfully conducted 3 rounds of lead and copper testing, which resulted in an 82% reduction in lead levels and the lowest lead and copper levels ever recorded in the system.
 - Enhanced communications with consumers, regulators and stakeholders of all municipalities in Ridgewood Water. Held Water Forums in all 4 municipalities to educate them about the various aspects of Ridgewood Water and its operations.
 - Distributed educational material to all consumers of Ridgewood Water about PFAS and other contaminants, and took a proactive stance in treating these contaminants.
 - Engaged a law firm to help to identify the sources of contamination in the Ridgewood Water utility and pursue lawsuits against these sources, in order to reduce remediation costs.
 - Made substantial improvements to the water facilities and infrastructure, including the Carr Facility Treatment Plant, which will provide millions of gallons of additional water to the system in summer 2019.
 - Purchased Goffle Road property for use by Ridgewood Water as a treatment facility.

2019 Goals

- Review plans, provide permits, and inspect multi-family housing buildings.
- Expand public Wi-Fi to Memorial Park at Van Neste Square.
- Install improved sound system and acoustics in Village Hall Court Room.
- Improve broadcast of Village Council meetings.
- Enhance Stigma Free Committee, with more outreach to the Village and its residents.
- Hire new Management and Supervisory positions for long-time employees who are retiring.
- Establish a revenue consolidation system and allow for credit card use.
- Begin construction of Hudson Street Parking Garage.
- Continue to foster communication to the Ridgewood Water Utility consumers on conservation, budget, system progress and capital plans; including adoption of the new water conservation ordinance by Wyckoff, Midland Park and Glen Rock.
- A new packer truck will be available at the Recycling Center for cardboard, in the second quarter of the year.
- Establish a composting food waste recycling area at the Recycling Center.

2019 Goals Continued

- Police Department will create Community Policing teams.
- Get the E-Ticket program running efficiently, with a possible Shared Services with other municipalities.
- Replace a fire engine that is 25 years old.
- Municipal Court process has been streamlined and we have installed a new video system for the Municipal Court in the Court Room, which goes to all of the jails in the State, which negates the need to transport prisoners to the Ridgewood Municipal Court.
- Will be installing more parking kiosks in the CBD.
- Permanent PT employees will be increased, will assist in various departments, as needed
- Creation of Schedler Park and Renovation/Rehabilitation of Zabriskie-Schedler House will begin.
- Improvements at Kings Pond Park – walking path, small parking lots, trees planted.
- Improvements to West Glen Avenue – some sidewalks installed.

2019 Goals continued

- Establish credit card usage for all Village Departments.
- Update the design and content of the OEM website.
- Hire full-time person to support Water IT system.
- Negotiate Fire contract.
- Enhance participation in County program for the upgrade of traffic signal and intersections.
- Continue upgrade of HVAC and security system at Village Hall.
- Resurface tennis courts.
- Resurface approximately 6 miles of road.
- Enhance sound system in Court Room.
- Replace Public Safety vehicles and equipment.
- Update SCADA system at Water Pollution Control.

2019 Goals continued

- Water
 - Manage renovation of the Elks Club for utility operations.
 - Procure and complete the PFAS Action Plan items, including construction of the new Carr treatment facility.
 - Manage successful completion of utility capital projects, with emphasis on asset management plans and priorities, and projects that restore system capacity and prepare for future treatment requirements.
 - Hire an IT professional that will serve the utilities growth needs and bolster the Village's technology plans.
 - Complete PVWC water quality study, pipeline design and secure a contract that benefits the ratepayers of the utility.

2019 Goals continued

- Water
 - Continue to foster communication to the water utility consumers on conservation, budget, system progress and capital plans; including adoption of the new water conservation ordinance by Wyckoff, Midland Park and Glen Rock.
 - Restructure customer service and public relations to improve the front line of the utility, including launching a new website and new customer portal for looking up account data and communication with customers.

Budget Process

- Beginning in October, several rounds of internal reviews were held with Department Heads; objective was to provide the best possible numbers & alternatives to the Village Council.
- Emphasis was on operating efficiencies, as well as customer service improvements & investment in people, process & technology.
- Budget reviews with Village Council were designed to elevate the dialogue to include strategic as well as daily operations.
- Operating Expenses as well as Capital were discussed for the Village, Ridgewood Water Utility, Parking Utility & Library.
- Various sessions were held with the Village Council. Department heads made presentations on their 2019 budget requests.
- Our final session proposed the Water, Parking and Capital budgets, in addition to General, Water and Parking Operating budgets.

2019 Contractual Obligations Totals

- Salaries
 - Police: \$ 6.706M
 - Fire: \$ 5.208M
 - Other: \$10.114M
- Pension
 - Police/Fire: \$2.844M
 - PERS: \$1.236M
- Health Insurance \$6.674M
- Terminal Leave: \$. 120M
- Vacation: \$. 040M

TOTAL OBLIGATIONS: \$32.942M/\$50.60M – 65.10%

Unfunded Liabilities as of 12/31/18

- \$6.744 Million
- 7 Confirmed Retirements
 - 2018 - \$190,277
 - 2019 - 281,934
 - 2020 Est - 226,000
 - Total - \$698,211
- Trust Fund - \$791,736

Budget Summary

- Operating & Capital Budgets:
 - \$50.6 Million Operating Budget
 - \$7.2 Net Million General Capital Budget
- .99% Municipal Tax Increase
 - \$48.00 annual increase on an average assessed home value of \$702,225.
- Estimated outstanding bonds & notes
 - \$39.7 Million (12/31/18) \$39.8 Million (12/31/17)
- Revenues & Expenses are up approximately 1.1% from prior year.

Budget Being Introduced

	2019	2018
Total Appropriations	\$ 50,602,750	\$ 50,082,158
Less: Surplus Anticipated	3,730,000	3,730,000
Miscellaneous Revenues	10,757,570	10,711,155
Receipts from Delinquent Taxes	688,023	638,540
Amount to be Raised by Taxation	33,165,941	32,796,982
Public Library Tax	2,261,216	2,205,480
Total	35,427,157	35,002,462
2019 Taxes on Average Assessed Value of \$702,225	\$4,273	
2018 Taxes on Average Assessed Value of \$700,637		\$4,225
Municipal Portion	\$56.97	\$56.46
Library Portion	\$3.88	\$ 3.79

2019 Revenues: \$50.6 Million

- Maximized Anticipated Revenues
- Optimized use of Funds & Surplus
- Total Miscellaneous Revenues are flat to last year's budget
- Risks
 - Police Side Jobs – Administrative Fees
 - Usual Graydon Risk – Weather Dependent
 - Recycling
 - One time revenues
 - Use of Additional and Capital Fund Surpluses
 - State Influence on Fees (Municipal Court, Building)
- Opportunities
 - Available Fund Surpluses
 - New tax ratables

REVENUE CHANGES

2019 VS. 2018

Revenues	Recommended Budget Projected 2019	Budgeted 2018	Realized 12/31/2018	Excess (Deficit)
Surplus Anticipated	\$3,730,000	\$ \$3,730,000	3,730,000	\$ -
Total Local Revenues	5,512,800	5,144,890	5,679,902	535,012
Total Interlocal Municipal Service Agreements	36,000	35,500	41,971	6,471
Total Public and Private Revenues	96,962	96,930	96,930	-
State Aid	1,867,322	1,867,322	1,867,322	
Total Other Special Items	3,244,486	3,566,513	3,751,374	184,861
Total Miscellaneous Revenues	10,757,570	10,711,155	11,437,499	726,344
Receipts from Delinquent Taxes	688,023	638,540	594,069	(44,471)
Amount to be Raised by Taxation	33,165,941	32,796,982	33,624,736	827,754
Public Library Tax	<u>2,261,216</u>	<u>2,205,480</u>	<u>2,205,480</u>	<u>0</u>
Total Revenues	\$50,602,750	\$50,082,158	\$51,591,784	\$1,509,627

KEY REVENUE FLUCTUATIONS

2019 VS. 2018

Decreases in 2019	
General Capital Surplus	\$300,000
Trust Funds	265,000
Total Decreases	\$565,000

Increases in 2019	
UCC revenues	\$ 105,000
Flood Reserves	98,500
Local Revenues	60,900
Cellular Tower	55,000
Sewer Plant Discharge Fees	71,000
Interest on Investments	221,000
Total Increases	\$ 611,400
Net Increase	\$ 46,400

Sources of Funds

Use of Surplus

Fund Balance

YEAR	SURPLUS BALANCE*	UTILIZED SURPLUS	ADOPTED BUDGET	% OF BUDGET	REMAINING SURPLUS
2019	\$4.797M	\$3.730M	\$TBD	TBD	\$1.067M
2018	5.073M	3.730M	50.082M	7.45%	1.343M
2017	4.809M	3.630M	48.881M	7.50%	1.179M
2016	5.178M	3.300M	47.826M	6.90%	1.878M
2015	4.564M	3.032M	47.061M	6.44%	1.5M
2014	4.441M	2.983M	46.226M	6.45%	1.4M
2013	4.340M	2.950M	45.344M	6.51%	1.4M
2012	3.989M	2.567M	45.312M	5.67%	1.4M

* Complies with Village Surplus Policy adopted May 2016.

Budget Appropriations – Current Fund

	2019	2018
Total General Appropriations within CAPS	\$40,293,401	\$ 39,873,326
Operations Excluded from CAPS	3,347,146	3,344,955
Capital Improvement Fund	325,000	200,000
Debt Service	5,352,203	5,379,920
Deferred Charges	55,000	55,000
Reserve for Uncollected Taxes	<u>1,230,000</u>	<u>1,228,956</u>
	<u>\$50,602,750</u>	<u>\$50,082,157</u>

Gross Debt General Capital Fund

<u>DEBT</u>	<u>12/31/2018</u>	2019 <u>PAYDOWNS</u>	2019 <u>ISSUANCE</u>	PROJECTED <u>BALANCE</u> <u>12/31/19</u>
SERIAL BONDS	\$ 25,871,000	\$ 2,865,000	\$ -0-	\$23,006,000
BOND ANTICIPATION NOTES	9,870,897	200,000	-0-	9,670,897
NJEIT LOANS	<u>3,965,884</u>	<u>1,231,438</u>	<u>-0-</u>	<u>2,734,446</u>
TOTAL BONDS, LOANS & NOTES	39,707,781	4,296,438	-0-	35,411,343
BONDS & NOTES AUTHORIZED & NOT ISSUED	<u>13,533,649</u>	<u>5,000</u>	<u>7,249,000</u>	<u>20,777,649</u>
TOTAL GROSS DEBT	<u>\$53,241,430</u>	<u>\$4,301,438</u>	<u>\$7,249,000</u>	<u>\$56,188,992</u>

Proposed 2019 General Capital

• Street Paving Program	\$2,000,000
• Purchase of Vehicles	1,850,000
• IT	529,000
• Public Safety	543,750
• Engineering	742,000
• Other Infrastructure & Equipment	1,494,250
• Library	90,000

2019 Risks

- **GENERAL**

- Negotiations for new Fire union contracts.
- Defense of tax appeals – appraisal costs, court settlements.
- State influence on fees (Building, Municipal Court).
- Police overtime.
- Stabilize infrastructure.
- One time revenues.

- **WATER**

- Weather conditions.
- Stabilize infrastructure.
- Compliance with new EPA water quality regulations.



Ridgewood Water

2019 Water Utility Operating Revenue

	2019	2018
Surplus Anticipated	\$2,384,305	\$ 3,201,448
Water Rents	12,297,190	12,801,342
Hydrant Service	182,500	180,000
Miscellaneous	900,000	628,651
Facility Charges/Water Rent Increases	1,070,605	240,000
Total Revenue Anticipated	\$16,834,600	\$17,051,441

2019 Water Utility Operating Appropriations

	2019	2018
Operating:		
•Salary & Wages	\$4,073,429	\$3,849,358
•Other Expenses	8,647,412	8,169,266
Capital Improvements:		
•Capital Improvement Fund	756,000	1,360,000
Debt Service	2,177,578	2,209,543
Statutory Expenditures:		
•PERS	184,888	332,948
•Social Security	178,765	295,000
•Unemployment	14,880	24,000
Surplus (General Budget)	801,648	811,326
Total Appropriations	\$16,834,600	\$17,051,441

2019 Water Utility Operating Appropriations Continued

	2019
Approximately \$217 thousand decrease:	
Operating	\$702,200
Capital Improvement	(604,000)
Debt Service	(32,000)
Statutory & Other	(283,400)

Proposed 2019 Water Capital

- Supply, Transfer & Booster Improvements \$ 395,200
- Wells & Treatment 998,400
- Distribution System Improvements 1,040,000
- Equipment & Vehicles 343,200
- Interconnection Improvements 2,080,000



Parking Utility

2019 Parking Utility Operating Revenue

	2019	2018
Surplus Anticipated	\$200,000	\$210,681
Parking Meters	1,348,736	1,324,000
Interest on Investment	5,000	2,500
Total Revenue Anticipated	\$1,553,736	\$1,537,181

2019 Parking Utility Operating Appropriations

	2019	2018
Operating:		
•Salary & Wages	\$662,770	\$657,065
•Other Expenses	604,000	596,150
Capital Improvement Fund	25,000	25,000
Debt Service	7,500	4,500
Statutory Expenditures:		
•PERS	28,000	28,000
•Social Security	50,266	50,266
•Unemployment	5,200	5,200
•PFRS	21,000	21,000
Surplus (General Budget)	150,000	150,000
Total Appropriations	\$1,553,736	\$1,537,181

2019 Parking Utility Operating Appropriations Continued

	2019
Approximately \$16,500 higher:	
S & W – Extended parking enforcement	\$5,700
OE – Contractual	7,800
Debt Service	3,000

Proposed 2019 Parking Capital

- Kiosks, Cameras \$75,000
- License Plate Readers \$60,000