

BOROUGH OF SADDLE RIVER

INTRODUCTION

BUDGET WORK SHEETS

ADMINISTRATION

01-2010 ACCT NO.	APPROPRIATIONS	2011 MODIFIED BUDGET	2012 MODIFIED BUDGET	2013 ADMINISTRATORS RECOMMENDED BUDGET
	GENERAL GOVERNMENT:			
	ADMINISTRATIVE & EXECUTIVE:			
	SALARIES AND WAGES:			
20-1001-011	REGULAR WAGES	102,000	105,000	65,000
	TOTAL REGULAR SALARIES	<u>102,000</u>	<u>105,000</u>	<u>65,000</u>
20-1001-014	OVERTIME/PART TIME	5,000	5,000	5,000
	TOTAL SALARIES AND WAGES	<u>107,000</u>	<u>110,000</u>	<u>70,000</u>
	ADMINISTRATIVE & EXECUTIVE:			
	OTHER EXPENSES:			
20-1002-023	PRINTING AND BINDING	500.00	500.00	10,000.00
20-1002-027	PROF, SERVICE LEGAL	-	-	2,500.00
20-1002-028	PROF CONSULTING	25,000.00	25,000.00	20,000.00
20-1002-036	GENERAL OFFICE EXPENSE	8,000.00	8,000.00	12,000.00
20-1002-041	CONVENTION	8,000.00	10,000.00	10,000.00
20-1002-042	CONTINUING PROF. EDUCATION	6,000.00	6,000.00	2,500.00
20-1002-044	DUES/LICENSES	1,500.00	1,500.00	2,000.00
20-1002-051	PURCHASE/LEASE OF VEHICLE	60,000.00	65,000.00	52,000.00
20-1002-059	ACQUISITION AND MAINT.OF COMPUTERS	27,325.00	29,500.00	10,000.00
20-1002-101	OTHER MISCELLANEOUS	2,000.00	2,000.00	2,000.00
20-1002-109	ADVERTISING AND POSTAGE	2,500.00	2,500.00	2,500.00
20-1002-156	PUBLIC INFORMATION	15,000.00	15,000.00	15,000.00
	TOTAL OTHER EXPENSES	<u>155,825.00</u>	<u>165,000.00</u>	<u>140,500.00</u>

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	MUNICIPAL CLERK:			
	SALARIES AND WAGES:			
20-1201-011	REGULAR WAGES	67,000	68,000	115,000
	TOTAL REGULAR SALARIES	<u>67,000</u>	<u>68,000</u>	<u>115,000</u>
20-1201-014	OVERTIME/PART TIME	3,000	3,000	3,000
	TOTAL SALARIES AND WAGES	<u>70,000</u>	<u>71,000</u>	<u>118,000</u>
	MUNICIPAL CLERK:			
	OTHER EXPENSES:			
20-1202-023	PRINTING AND BINDING	5,500	6,500	4,000
20-1202-036	GENERAL OFFICE	9,000	9,500	16,000
20-1202-109	ADVERTISING AND POSTAGE	8,000	6,500	4,500
	TOTAL OTHER EXPENSES	<u>22,500</u>	<u>22,500</u>	<u>24,500</u>
	TOTAL ADMINISTRATIVE & EXECUTIVE	<u>355,325</u>	<u>368,500</u>	<u>353,000</u>
	FINANCIAL ADMINISTRATION:			
	SALARIES AND WAGES:			
20-1301-011	REGULAR WAGES	230,000.00	232,500.00	245,000.00
	TOTAL REGULAR SALARIES	<u>230,000.00</u>	<u>232,500.00</u>	<u>245,000.00</u>
20-1301-014	OVERTIME	2,500.00	2,500.00	2,500.00
	TOTAL SALARIES AND WAGES	<u>232,500.00</u>	<u>235,000.00</u>	<u>247,500.00</u>
	FINANCIAL ADMINISTRATION:			
	OTHER EXPENSES:			
20-1302-023	PRINTING AND BINDING	0	1,000	1,000
20-1302-028	PROF CONSULTING	3,000	3,000	10,000
20-1302-036	GENERAL OFFICE EXPENSE	1,000	6,500	2,000
20-1302-041	CONVENTION	1,000	1,500	1,500
20-1302-042	CONTINUING PROF. EDUCATION	2,000	4,500	2,000
20-1302-044	DUES/LICENSES	200	300	300
20-1302-059	ACQUISITION AND MAINT.OF COMPUTERS	8,000	6,000	6,000
20-1302-101	OTHER MISCELLANEOUS	1,375	8,000	8,000
20-1302-109	ADVERTISING AND POSTAGE	0	200	200
	TOTAL OTHER EXPENSES	<u>16,575</u>	<u>31,000</u>	<u>31,000</u>
	AUDIT SERVICES:			
20-1352-027	PROFESSIONAL SERVICES	<u>38,500</u>	<u>40,500</u>	<u>40,500</u>

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	COLLECTION OF TAXES:			
	SALARIES AND WAGES:			
20-1451-011	REGULAR WAGES	30,800.00	32,000.00	33,000.00
	TOTAL REGULAR SALARIES	<u>30,800.00</u>	<u>32,000.00</u>	<u>33,000.00</u>
20-1451-014	OVERTIME			
	TOTAL SALARIES AND WAGES	<u>30,800.00</u>	<u>32,000.00</u>	<u>33,000.00</u>
	COLLECTION OF TAXES:			
	OTHER EXPENSES:			
20-1452-023	PRINTING AND BINDING	5,000	6,000	6,000
20-1452-028	PROF CONSULTING	3,300	3,500	3,500
20-1452-036	GENERAL OFFICE EXPENSE	775	775	1,200
20-1452-041	CONVENTION	1,000	1,000	1,000
20-1452-042	CONTINUING PROF. EDUCATION	1,000	1,000	575
20-1452-044	DUES/LICENSES	500	500	500
20-1452-101	OTHER MISCELLANEOUS	250	250	250
20-1452-109	ADVERTISING AND POSTAGE	1,000	1,000	1,000
	TOTAL OTHER EXPENSES	<u>12,825</u>	<u>14,025</u>	<u>14,025</u>
	ASSESSMENT OF TAXES:			
	SALARIES AND WAGES:			
20-1501-011	REGULAR WAGES	19,075.00	19,500.00	20,000.00
	TOTAL REGULAR SALARIES	<u>19,075.00</u>	<u>19,500.00</u>	<u>20,000.00</u>
20-1501-014	OVERTIME			
	TOTAL SALARIES AND WAGES	<u>19,075.00</u>	<u>19,500.00</u>	<u>20,000.00</u>
	ASSESSMENT OF TAXES:			
	OTHER EXPENSES:			
20-1452-023	PRINTING AND BINDING	500	500	800
20-1452-028	PROF, SERVICE/FIELD	17,000	17,000	18,000
20-1452-036	GENERAL OFFICE EXPENSE	1,500	1,500	1,000
20-1452-041	CONVENTION	500	500	500
20-1452-042	CONTINUING PROF. EDUCATION	1,000	1,000	500
20-1452-101	OTHER MISCELLANEOUS	850	850	550
20-1452-109	ADVERTISING AND POSTAGE	2,000	2,000	2,000
	TOTAL OTHER EXPENSES	<u>23,350</u>	<u>23,350</u>	<u>23,350</u>
	TOTAL FINANCIAL ADMINISTRATION	<u>373,625</u>	<u>395,375</u>	<u>409,375</u>

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	LEGAL SERVICES:			
	OTHER EXPENSES:			
20-1552-028	PROF, CONSULTING SERVICE	66,500.00	85,000.00	85,000.00
	TOTAL OTHER EXPENSES	66,500.00	85,000.00	85,000.00
	ENGINEERING SERVICES:			
	SALARIES AND WAGES:			
	REGULAR WAGES	-	-	-
	TOTAL REGULAR SALARIES	-	-	-
	OTHER EXPENSES:			
20-1652-028	PROF, CONSULTING SERVICE	65,500.00	95,000.00	75,000.00
	TOTAL OTHER EXPENSES	65,500.00	95,000.00	75,000.00
	TOTAL CONSULTING PROFESSIONALS	132,000	180,000	160,000
	HISTORIC SITES OFFICE			
	SALARIES AND WAGES:			
20-1751-011	REGULAR WAGES	1,000.00	1,020.00	1,050.00
	TOTAL REGULAR SALARIES	1,000.00	1,020.00	1,050.00
201751-014	OVERTIME	-	-	-
	TOTAL SALARIES AND WAGES	1,000.00	1,020.00	1,050.00
	HISTORIC SITES OFFICE			
	OTHER EXPENSES:			
20-1752-030	GENERAL OFFICE EXPENSE	100	100	100
20-1752-036	MUSEUM EXPENSES	7,500	7,500	7,500
20-1752-044	OTHER MISCELLANEOUS	500	500	500
20-1752-101	LANDMARKS COMMISSION	4,500	4,500	4,500
20-1752-109	ADVERTISING AND POSTAGE	0	0	0
	TOTAL OTHER EXPENSES	12,600	12,600	12,600

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	PLANNING BOARD:			
	SALARIES AND WAGES:			
21-1801-011	REGULAR WAGES	7,250.00	7,400.00	7,600.00
	TOTAL REGULAR SALARIES	<u>7,250.00</u>	<u>7,400.00</u>	<u>7,600.00</u>
21-1801-014	OVERTIME			
	TOTAL SALARIES AND WAGES	<u>7,250.00</u>	<u>7,400.00</u>	<u>7,600.00</u>
	PLANNING BOARD:			
	OTHER EXPENSES:			
21-1802-023	PRINTING AND POSTAGE	500	500	800
21-1802-027	PROF, SERVICE/LEGAL	16,550	16,550	16,000
21-1802-036	GENERAL OFFICE EXPENSE	3,250	3,250	3,250
21-1802-041	CONVENTION	1,300	1,300	1,500
21-1802-042	CONTINUING PROF. EDUCATION	800	800	500
21-1802-101	OTHER MISCELLANEOUS			
21-1802-109	ADVERTISING AND PROMOTION	150	150	500
	TOTAL OTHER EXPENSES	<u>22,550</u>	<u>22,550</u>	<u>22,550</u>
		-	-	-
	BOARD OF ADJUSTMENT:			
	SALARIES AND WAGES:			
21-1851-011	REGULAR WAGES	7,250.00	7,400.00	7,600.00
	TOTAL REGULAR SALARIES	<u>7,250.00</u>	<u>7,400.00</u>	<u>7,600.00</u>
21-1851-014	OVERTIME	-	-	-
	TOTAL SALARIES AND WAGES	<u>7,250.00</u>	<u>7,400.00</u>	<u>7,600.00</u>
	BOARD OF ADJUSTMENT:			
	OTHER EXPENSES:			
21-1852-023	PRINTING AND POSTAGE	100	100	100
21-1852-027	PROF, SERVICE/LEGAL	12,000	12,000	13,000
21-1852-036	GENERAL OFFICE EXPENSE	300	300	200
21-1852-041	CONVENTION	500	500	400
21-1852-042	CONTINUING PROF. EDUCATION	500	500	100
21-1852-101	OTHER MISCELLANEOUS	0	0	0
21-1852-109	ADVERTISING AND PROMOTION	150	150	150
	TOTAL OTHER EXPENSES	<u>13,550</u>	<u>13,550</u>	<u>13,950</u>
	TOTAL LAND USE ADMINISTRATION	<u>64,200</u>	<u>64,520</u>	<u>65,350</u>

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	CONSTRUCTION CODE OFFICIAL			
	SALARIES AND WAGES:			
22-1951-011	REGULAR WAGES	325,000.00	325,000.00	332,000.00
	TOTAL REGULAR SALARIES	<u>325,000.00</u>	<u>325,000.00</u>	<u>332,000.00</u>
22-1951-014	OVERTIME	1,000.00	1,000.00	1,000.00
	TOTAL SALARIES AND WAGES	<u>326,000.00</u>	<u>326,000.00</u>	<u>333,000.00</u>
	CONSTRUCTION CODE OFFICIAL			
	OTHER EXPENSES:			
22-1952-023	PRINTING AND POSTAGE	500	800	1,300
22-1952-028	PROF, SERVICE/LEGAL	1,000	500	5,500
22-1952-036	GENERAL OFFICE EXPENSE	1,500	1,500	2,500
22-1952-040	TRAINING MATERIAL & SUPPLIES	200	300	100
22-1952-041	CONVENTION	200	500	2,500
22-1952-042	CONTINUING PROF. EDUCATION	1,000	1,000	1,300
22-1952-044	DUES/LICENSES	1,000	1,000	500
22-1952-056	SAFETY MATERIAL	1,000	1,000	200
22-1952-058	OTHER MATERIAL	400	400	200
22-1952-059	ACQUISITION AND MAINT.OF COMPUTERS	12,500	12,500	8,000
22-1952-092	EMPLOYEE GROUP INSURANCE			
22-1952-101	OTHER MISCELLANEOUS	500	1,000	500
22-1952-109	ADVERTISING AND POSTAGE	500	500	400
22-1952-113	VEHICLE ALLOWANCE	6,000	8,000	4,000
22-1952-125	CONTRIBUTION TO PERS	0	0	30,000
221952-126	CONTRIBUTION TO FICA	24,200	23,850	25,000
	TOTAL OTHER EXPENSES	<u>50,500</u>	<u>52,850</u>	<u>82,000</u>
	TOTAL CONSTRUCTION OFFICE	<u>376,500</u>	<u>378,850</u>	<u>415,000</u>

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	INSURANCE- LIABILITY			
	OTHER EXPENSES:			
23-2102-090	JIF ASSESSMENT/LIABILITY			
23-2102-143	SURETY BONDS, RISK MANAGER	95,000.00	90,000.00	85,000.00
	TOTAL OTHER EXPENSES	95,000.00	90,000.00	85,000.00
	INSURANCE, WORKERS COMP			
	OTHER EXPENSES:			
23-2152-142	MEL ASSESSMENT/WORKERS COMP	55,000.00	75,000.00	75,000.00
	GROUP INSURANCE, EMPLOYEES:			
	OTHER EXPENSES:			
23-2202-092	B-MED ASSESSMENT	806,000	932,600	940,300
23-2202-144	DISABILITY INSURANCE		13,250	13,250
23-2202-145	VFIS POLICY	0	7,800	7,800
	TOTAL OTHER EXPENSES	806,000	953,650	961,350
	TOTAL INSURANCE - IN CAP	956,000	1,118,650	1,121,350
	TOTAL GENERAL GOVERNMENT	2,257,650	2,505,895	2,524,075
	INCREASE OVER 2012 BUDGET			0.73%