<table>
<thead>
<tr>
<th>DEPARTMENT OF COMMUNITY AFFAIRS</th>
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<tbody>
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<td>FISCAL YEAR</td>
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PREPARED BY OFFICE OF LEGISLATIVE SERVICES
NEW JERSEY LEGISLATURE • APRIL 2004
NEW JERSEY STATE LEGISLATURE

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This report was prepared by the Local Government Section of the Office of Legislative Services under the direction of the Legislative Budget and Finance Officer. The primary authors were Pedro Carrasquillo, Cindy Lombardi Hespe and Raysa J. Martinez.

Questions and comments may be directed to the OLS Local Government Section (609-292-1596) or the Legislative Budget and Finance Office (609-292-8030).
Introduction

The basic mission of the Department of Community Affairs (DCA), created pursuant to P.L.1966, c.293, is to provide technical, advisory, and financial assistance to communities and individuals.

The DCA provides housing assistance, local government financial assistance and oversight, and services to the disadvantaged and sets building safety standards. It administers a variety of programs through its five divisions, the Office of Smart Growth, and the New Jersey Historic Trust. There are four quasi-independent agencies organizationally attached to the DCA: the Council on Affordable Housing; the New Jersey Meadowlands Commission; the New Jersey Redevelopment Authority; and the New Jersey Housing and Mortgage Finance Agency.
Key Points

- The FY 2005 recommended budget for the Department of Community Affairs totals $1.047 billion, a decrease of $6.204 million, or 0.57%, from the FY 2004 adjusted appropriation of $1.053 billion. The total FY 2005 recommended budget consists of: $34.46 million in Direct State Services, a decrease of $1.4 million from the FY 2004 adjusted appropriation; $32.87 million in Grants-In-Aid, a decrease of $4.0 million from FY 2004 adjusted appropriation; and $979.3 million in State Aid, a decrease of $800,000 from the FY 2004 adjusted appropriation.

- The municipal aid programs recommended in FY 2005 include:
  - **Consolidated Municipal Property Tax Relief Aid (CMPTA),** which represents the largest source of State aid to municipalities. The FY 2005 recommended appropriation is $835.4 million, equal to the FY 2004 adjusted appropriation. No inflation adjustment is recommended for CMPTA.
  - **Special Municipal Aid Act,** augmented funding for seven urban municipalities in fiscal year 2004 that have severe fiscal problems and structural budget deficits that could not be resolved without additional State funds. This program is recommended to receive $24.305 million in FY 2005, a decrease of $4 million from FY 2004 adjusted appropriation of $28.305 million.
  - **Legislative Initiative Municipal Block Grant Program,** which provides aid to each municipality on a per capita basis. The FY 2005 recommended appropriation for this program is $34.8 million, equal to the FY 2004 adjusted appropriation.
  - **Extraordinary Aid,** a program which provides short-term assistance to municipalities experiencing a catastrophic loss of tax ratables or other fiscal difficulties. The FY 2005 recommended appropriation of $31 million is a decrease of $4 million under the FY 2004 adjusted appropriation of $35 million.
  - **Trenton Capital City Aid,** which recommends $16.5 million in funding for Trenton in FY 2005. In FY 2003 Trenton received a total of $16.5 million under the provisions of the Special Municipal Aid Act. In FY 2004 Trenton received $16.5 million as a separate State Aid line item appropriation, reflecting the decision that Trenton's aid should not be provided under the auspices of the Special Municipal Aid Act.
  - **Regional Efficiency Aid Program (REAP),** which provides annual State-funded property tax credits directly to residents in those communities and school districts which have implemented regionalization and other shared services. The FY 2005 recommended appropriation of $9.99 million is equal to the FY 2004 adjusted appropriation.
  - **Regional Efficiency Development Incentive Grant Program (REDI),** provides aid to local units to study regionalization and shared or consolidated services. The money could also be used as start-up funds for regionalization or services agreements. The FY 2005 budget recommends funding of $4.2 million for this program, an increase of $2.2 million over the FY 2004 adjusted appropriation.
Key Points (cont'd)

- **Taxpayer Hero Grants**, intended to reward local governments that keep costs and taxes under control while demonstrating a commitment to efficient and cost-effective municipal operations. The Governor's FY2005 budget proposes funding this new initiative in the amount of $5 million.

- Pursuant to Executive Reorganization Plan No. 001-2002 the Historic Trust was transferred from the Department of State to DCA as an in-but-not-of agency and received an adjusted appropriation of $458,000 for administrative costs in FY2004. In FY 2005 the Historic Trust is recommended to receive $578,000, an increase of $120,000 for the purpose of funding 3 new positions.

- The "Lead Hazard Control Assistance Act" (C.52:27D-437.1 et seq.) established by P.L.2003, c.311 created a loan and grant program in the department for the remediation and removal of lead-based paint hazards for residences. This act established a Lead Hazard Control Assistance Fund (LHCAF) in the department for making loans and grants and is recommended to be funded at the statutory minimum amount of $7.0 million from a portion of the sales tax revenue.

- The FY 2005 proposed budget recommends funding of $1.0 million for rape prevention grants in aid, an increase of 100% over the FY 2004 adjusted appropriation of $500,000. This increased funding will permit the Division on Women to administer its grants and contracts and to provide technical assistance to designated county based Rape Care Centers in each of the twenty one counties in the State as well as regional/statewide sexual assault Prevention Education Programs and the New Jersey Coalition Against Sexual Assault.

- Executive Order No. 61 (1992) established the Office on the Prevention of Violence Against Women within the Division on Women. The FY 2005 recommended 100 percent increase of $200,000 for the office will enable the Division on Women to continue critical initiatives that target the various forms of violence against women - domestic violence, sexual assault, stalking, dating violence, sexual harassment, etc.- and will allow for continued research, training, grant programs and public education initiatives.

- The Center for Hispanic Policy, Research and Development (CHPRD) works to empower the Hispanic community in New Jersey through inclusion in policy development and by assuring access to services and programs. The FY 2005 budget recommends $3.0 million for CHPRD, an increase of $375,000 over the FY 2004 adjusted appropriation of $2.625 million which will allow the CHPRD to continue serving the increasing Hispanic population in the upcoming fiscal year.

- The FY 2005 Federal Funds request for the department totals $266.8 million, an increase of $9.2 million (3.43%) over the FY 2004 adjusted appropriation. This increase is primarily attributable to projected growth in the Section 8 Housing Voucher Program of about $5 million and Shelter Plus Care Program of about $4 million. Most of the other major federal programs are anticipated to remain at the FY 2004 level.

Background Paper

- The Municipal Hotel Occupancy Tax .................................................................p. 29
Program Description and Overview

The mission of the Department of Community Affairs is to provide technical, advisory, and financial assistance to communities and individuals to help them help themselves.

Acting as an advocate and service agency, the department interrelates a broad range of functions, programs and services such as: housing assistance, local government finance, Hispanic affairs programs, services that benefit women and the disabled, low-income energy conservation services, local government management assistance, and programs focusing on rooming and boarding houses, affordable housing, and many other issues of community interest. Acting as a service agency, the department coordinates resources to renew and revitalize New Jersey communities by administering five major State municipal aid and several special purpose aid programs as well as overseeing the Community Services Block Grants. There is a wide variety of programs in the department available to local governments, civic organizations, non-profit corporations and individuals. These programs and services are provided through the department's five divisions, the Office of Smart Growth, the Center for Hispanic Policy, Research and Development (CHPRD), the New Jersey Historic Trust, and four quasi-independent agencies.

The department's five operating divisions are the Division of Codes and Standards, the Division of Housing and Community Resources, the Division of Local Government Services, the Division on Women, and the Division of Fire Safety. While the operating divisions are listed separately, they work together, often joining together the financial and technical resources of several different units to better meet the needs of the community as a whole.

Division of Codes and Standards

The Division of Codes and Standards is the primary building codes and standards agency in the State. The division implements and oversees the enforcement of all construction codes in New Jersey including building, plumbing, fire protection, electrical, mechanical, barrier free access, asbestos, lead abatement and radon codes. These responsibilities include code adoption, supervision of all State and municipal level code enforcement, training and licensing of local and State inspectors involved in the enforcement of construction codes. Other code related responsibilities include enforcement of the State multi-family housing code, licensing of all rooming and boarding houses in the State, the administration of New Jersey's 10-year insurance-backed New Home Warranty program, the review of all condominium and cooperative sales offerings and providing information on New Jersey's landlord-tenant laws, and the development and implementation of Statewide residential site improvement standards for use by municipalities. In addition, the division performs construction plan review for large and complex structures including public schools so as to ensure compliance with the uniform construction code and educational space requirements.

Pursuant to Executive Reorganization Plan No. 002-2002 boiler and asbestos related inspections were transferred from DCA to the Department of Labor effective January 2003. As a result, the Bureau of Boiler and Pressure Vessel Compliance in the Division of Codes and Standards has been dissolved.

The Division of Codes and Standards is recommended to receive $267,000 in Direct State Services in FY 2005, equal to the FY 2004 adjusted appropriation. Housing Code Enforcement is recommended to receive a total appropriation of $6.44 million in FY 2005, equal to the FY 2004 adjusted appropriation. Uniform Construction Code is recommended to receive an appropriation of $6.59 million in Direct State Services in FY 2005, equal to the 2004 adjusted appropriation. Boarding Home Regulation is not recommended to receive a Direct State Services appropriation in FY 2005; instead it will be completely fee supported in FY 2005.
Program Description and Overview (Cont'd)

Division of Housing and Community Resources

The Division of Housing and Community Resources provides information, training and technical assistance for housing development to municipalities, nonprofit organizations and private developers in order to encourage and facilitate the construction of affordable housing for low- and moderate-income families. The division is also responsible for planning and implementing programs that provide rental housing assistance and support neighborhood preservation and community development initiatives. It also provides financial and technical assistance to community-based nonprofit and local governmental agencies in an effort to improve the quality of life for New Jersey's low-income, disabled and disadvantaged citizens.

This division has two major program areas: the housing services program and the community resources program.

The housing services program is responsible for planning and implementing programs that address housing and community development needs in the State. This program has three elements: 1) Housing and Community Support, 2) Housing Assistance, and 3) Housing Production and Community Development. The Housing and Community Support element administers programs that provide financial and technical assistance to municipalities, community action agencies, and other non-profit and for-profit organizations. The element also administers New Jersey's housing affordability controls. The Housing Assistance element administers programs that address the housing needs of the homeless and provides housing assistance to eligible households. With the exception of the Homelessness Prevention Program, all programs are funded in large measure by the U.S. Department of Housing and Urban Development. The Housing Production and Community Development element provides grants for developers building low and moderate income households. It also provides financial and technical assistance for homeless shelters, downtown and neighborhood business development, economic development and infrastructure improvement.

The community resources program area provides financial and technical assistance to community-based non-profit and local government agencies in an effort to improve the quality of life for New Jersey's low-income, handicapped, and disadvantaged citizens. Its Office of Community Services administers the Community Services Block Grant program, which provides funds to community action agencies and other eligible non-profit community groups throughout the State. These agencies provide various services needed by the State's most disadvantaged residents, including emergency assistance of food, clothing and shelter, alcoholism counseling and treatment, transportation, job training, child care, weatherization assistance and educational assistance.

Other offices funded through the division include the Office of Administration and Operations, Audit Review and Fiscal Monitoring, and the Office of Research and Policy Development.

For FY 2005, the Housing Services program area is recommended to receive $10.8 million in Direct State Services and Grants-In-Aid, equal to the FY 2004 adjusted appropriation. For FY 2005, the total State Aid recommended for housing services is $16.9 million, equal to the FY 2004 adjusted appropriation.

For FY 2005, the Community Resources program area is recommended to receive $410,000 in Direct State Services, equal to the amount received in the FY 2004 adjusted appropriation and $11.2 million in Grants-In-Aid, an increase of $6.4 million (132 percent) above the FY 2004 adjusted appropriation of $4.8 million. The "Lead Hazard Control Assistance Act," P.L. 2003, c.311
Program Description and Overview (cont'd)

created a loan and grant program in the department for the remediation and removal of lead-based paint hazards for residences. For FY 2005 the Lead Hazard Control Assistance Fund is recommended to receive $7 million for the purpose of making loans and grants pursuant to this act. The Center for Hispanic Policy, Research and Development is recommended to receive $3 million in Grants-In-Aid for FY 2005, up $375,000 from the $2.6 million adjusted appropriation in FY 2004.

Division of Local Government Services

The Division of Local Government Services, through its bureaus and programs, is responsible for the financial integrity of all local government units. Specifically, it provides technical and financial assistance in budgeting, financial reporting, consolidation and regionalization of services, purchasing, and management issues to municipalities, schools, counties, authorities, fire districts and other public agencies. It administers professional certification programs for Certified Municipal Finance Officers, Certified Tax Collectors, Registered Municipal Clerks and Certified Public Works managers. It also administers various State aid programs that provide financial assistance to municipalities and provides oversight and assistance to local governments and the public on a wide range of laws and programs. The Direct State Services component of the division's budget is recommended at $4.518 million for FY 2005, a reduction of $200,000 from the FY 2004 adjusted appropriation of $4.718 million.

The FY 2005 recommended State Aid funding, from both the General Fund and the Property Tax Relief Fund, for the division is $962.3 million, down $0.8 million from the FY 2004 adjusted appropriation of $963.1 million. Recommended appropriations include:

(1) $835.4 million for the Consolidated Municipal Property Tax Relief Aid (CMPTRA) program, which is the same level of funding as the FY 2004 adjusted appropriation. This is the third fiscal year since legislation was enacted that applied an annual inflator to this aid program (P.L.1999, c.168) that the funding level will not be increased. The inflator was based on the Implicit Price Deflator for State and Local Government Purchases published by the U.S. Department of Commerce and would produce a 2.5 percent adjustment if implemented in FY 2005. In addition, about $19 million in CMPTRA will be reallocated to the Energy Receipts Property Tax Relief Fund to continue the funding mechanism that was instituted in FY 2003 which was intended to ensure that the mandatory 2.5 percent inflationary adjustment in that aid program would be fulfilled.

(2) $31 million for Extraordinary Aid, a decrease of $4 million below the FY 2004 adjusted appropriation. According to the department, the focus of this program is to provide emergency tax relief to municipalities and provide short-term assistance to municipalities experiencing a catastrophic loss of ratables or other fiscal difficulties. Further, the department has stated that the program is not meant as permanent aid, but rather as a short-term measure to assist municipalities to address their revenue and spending problems. The division expects to award funds to about 110 municipalities pursuant to a competitive application process.

(3) approximately $10 million for the Regional Efficiency Aid Program (REAP) that was first funded in fiscal year 2001, to provide direct property tax relief to residents of municipalities participating in shared service arrangements. The FY 2005 recommendation is equal to the FY 2004 adjusted appropriation and under proposed budget language program benefits are frozen and confined to those municipalities that received funding in FY 2004. The aid awarded to each municipality would otherwise be established annually according to a formula that considers the types of services shared; the more complex and costly the service would be if provided unilaterally, the greater the reward to the municipalities providing it jointly.
Program Description and Overview (Cont'd)

(4) $24.3 million for the "Special Municipal Aid Act," P.L.1987, c.75 (C.52:27D-118.24 et seq.), a decrease of $4 million from the FY 2004 adjusted appropriation of $28.3 million. This municipal aid program was enacted pursuant to P.L.1999, c.156, and first created through supplemental legislation in FY 2000. The program is directed at municipalities with structural deficits that cannot be resolved without additional State funds. The enabling legislation gives the division the ability to establish specific criteria for receipt of this aid including, but not limited to, the creation of a financial review board to oversee and audit the finances of any municipality receiving this aid.

(5) $34.8 million for the Legislative Initiative Municipal Block Grant program, distributed to each municipal government based on the ratio of its municipal population to the total State population as determined by the most recent federal decennial census. The payment of this aid is to be used solely and exclusively by each municipality for the purpose of reducing the amount the municipality is required to raise by local property tax levy for municipal purposes.

(6) $16.5 million is recommended in funding for Trenton Capital City Aid. In FY 2003, Trenton received the same amount under the provisions of the Special Municipal Aid Act. In FY 2004, Trenton is recommended to receive an explicit State Aid appropriation instead of one under the auspices of the Special Municipal Aid Act.

(7) $5.0 million for a new initiative titled the Taxpayer Hero Grants, intended to reward local governments that keep costs and taxes under control while demonstrating a commitment to efficient and cost-effective municipal operations.

Division on Women

The Division on Women is the central State agency for coordinating services and programs for women. The Division administers grants and provides technical assistance to displaced homemaker programs, Hispanic women's resource centers and urban women's centers. The Office on the Prevention of Violence Against Women provides training, education, policy and program development on domestic violence prevention, sexual assault and general referral issues. The Rape Care Program, housed in the Office on the Prevention of Violence Against Women, funds and monitors rape care centers.

The Direct State Services component of the division's budget is recommended at $1.2 million for FY 2005, which represents an increase of $200,000 from the FY 2004 adjusted appropriation. The recommended increase is due entirely to added funding for the Office on the Prevention of Violence Against Women. The FY 2005 budget also recommends an increase in three of the division's total Grants-In-Aid programs: Grants to Hispanic Women's Resource Centers, recommended at $500,000, an increase of $100,000 from the FY 2004 adjusted appropriation of $400,000; Grants to Displaced Homemaker Centers, recommended at $1.25 million, up $275,000 from the FY 2004 adjusted appropriation of $975,000; and Rape Prevention, recommended at $1.0 million, an increase of $500,000 from the FY 2004 adjusted appropriation of $500,000.

Division of Fire Safety

The Division of Fire Safety constitutes the department's central fire safety element. It provides public education programs to inform the general public about fire prevention, and coordinates volunteer emergency service loans and training for local firefighters. It provides services under the Uniform Fire Safety Act including research and planning, fire code enforcement, the National Fire Incident Reporting System, training and technical assistance, inspection of State
Program Description and Overview (cont'd)

owned and leased buildings, licensing and warranting of fire systems installers, and monitoring and compliance activities. The "Fire Service Resource Emergency Deployment Act," P.L. 2003, c. 28, created new oversight duties regarding local fire service mutual aid plans and response to fire and other emergency incidents.

Both the Direct State Services and the Grants-In-Aid components of the division's budget are recommended for level funding in FY 2005, at $5.8 million and $8.6 million, respectively. In addition, the division projects 'All Other Funds' of $9.9 million in FY 2005 from fire code regulatory fees, an increase of about $3.0 million above FY 2004. The division recently implemented a fee increase of about 20 percent which in large part accounts for this growth.

Office of Smart Growth

The Office of Smart Growth was established to replace and assume the duties of the Office of State Planning and to further efforts to focus new growth into redevelopment of older urban and suburban areas. The Office serves as staff to the Smart Growth Policy Council and the State Planning Commission, and administers Smart Future Planning grants intended to promote local planning and redevelopment consistent with smart growth principles.

The recommended FY 2005 Direct State Services appropriation for the Office totals $2.1 million, an increase of $120,000 from the FY 2004 adjusted appropriation. This increase funding is for the purpose of hiring three new employees for the Historic Trust, transferred to DCA from the Department of State by Executive Reorganization Plan No. 001-2002. The Historic Trust provides for the administrative planning and organization of historic preservation projects supported by the Historic Preservation Fund. Smart Future Planning grants are recommended at $2.7 million in FY 2005, equal to the FY 2004 funding. Proposed budget language provides for this amount to be funded by fees for building permits imposed under the Uniform Construction Code.

Government Records Council

The Government Records Council (GRC) was established by recent amendments to the Open Public Records Act (P.L. 2001, c.404) to guarantee public access to government records. The council provides informal guidance; issues advisory opinions on the accessibility of government records; delivers training on the law; mediates and adjudicates disputes; and provides training to records custodians throughout the State. The council consists of the Commissioners of Community Affairs and Education (or their designees) and three members of the public appointed by the Governor with the advice and consent of the State Senate. For FY 2005 funding for the GRC is recommended at $467,000, the same amount as in FY 2004.

Four quasi-independent agencies that are in but not of the Department of Community Affairs are as follows:

- **New Jersey Meadowlands Commission**

  This commission is responsible for the preservation and physical development of 20,000 acres of salt water swamps, meadows and marshes in the Hackensack Meadowlands. The Commission and its Municipal Committee are funded in part from sanitary landfill closure escrow accounts, appropriated by budget language in the amount of $3,205,000. Of the amount provided, $110,000 is made available to the Hackensack Meadowlands Municipal Committee for operational costs.
In addition, $165,000 of interest earnings from the sanitary landfill monitoring accounts are appropriated by budget language for distribution from the Hackensack Meadowlands Tax Sharing Stabilization Fund by the commission to eligible municipalities in the Hackensack Meadowlands for a meadowlands adjustment payment. The meadowlands adjustment payment, pursuant to P.L.1999, c.178, is a payment to eligible municipalities that will stabilize their intermunicipal tax sharing so that no single municipality has an "excessive fluctuation." Excessive fluctuation is defined as either a payment to or a receipt from the intermunicipal account that is in excess of five percent of the previous year's payment or receipt.

- **Housing and Mortgage Finance Agency**

The New Jersey Housing and Mortgage Finance Agency Act of 1983 consolidated the New Jersey Housing Finance Agency and the New Jersey Mortgage Finance Agency into the New Jersey Housing and Mortgage Finance Agency (HMFA). HMFA promotes safe and affordable housing by providing low-interest construction mortgage loans, purchase-rehabilitation programs, and home improvement loans. The agency also provides financing to municipalities seeking to comply with Mount Laurel-related housing obligations, as authorized by the Fair Housing Act of 1985. HMFA raises its housing finance funds through the sale of tax-exempt bonds to private-sector investors and meets its administrative and operating expenses with revenues collected from bond repayment. Basically, the HMFA offers financing for the construction of multi-family rental properties and single family home ownership and allocates federal low income housing tax credit subsidies. HMFA does not receive a State appropriation for its operations.

- **New Jersey Redevelopment Authority**

The New Jersey Redevelopment Authority (NJRA) was created legislatively in 1996 through the New Jersey Urban Redevelopment Act (P.L. 1996, c. 62) to spearhead community development initiatives. NJRA provides a coordinated State response to revitalize New Jersey's most distressed urban neighborhoods and institutionalizes the work initiated by the Governor's Office through the Urban Coordinating Council. The NJRA is an independent authority allocated to the DCA, and functions with five divisions: Advisory Services, Community Planning, Community Services, Development and Finance. The NJRA works with 68 eligible municipalities throughout the State.

- **Council on Affordable Housing**

The Council on Affordable Housing (COAH) was created as part of the "Fair Housing Act, of 1985" (P.L.1985, c.222) to assist municipalities in determining their need for low-and-moderate-income housing and monitoring the fulfillment of their affordable housing obligations. COAH also works with the DCA's Division of Housing and Community Resources and the HMFA on various programs. The recommended Direct State Services funding for the council is $ 1.8 million in FY 2005, unchanged from the FY 2004 adjusted appropriation.
### Fiscal and Personnel Summary

#### AGENCY FUNDING BY SOURCE OF FUNDS ($000)

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<td>$1,183,348</td>
<td>$1,193,348</td>
<td>0.8% (0.6)%</td>
</tr>
<tr>
<td><strong>Other Funds</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Direct State Services</td>
<td>$15,230</td>
<td>$39,589</td>
<td>$45,777</td>
<td>200.6% 15.6%</td>
</tr>
<tr>
<td>Grants-In-Aid</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.0% 0.0%</td>
</tr>
<tr>
<td>State Aid</td>
<td>927,675</td>
<td>925,069</td>
<td>926,069</td>
<td>(0.2)% 0.1%</td>
</tr>
<tr>
<td><strong>Sub-Total</strong></td>
<td>$1,197,000</td>
<td>$1,183,348</td>
<td>$1,193,348</td>
<td>0.8% (0.6)%</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td>$1,303,346</td>
<td>$1,350,008</td>
<td>$1,359,151</td>
<td>4.3% 0.7%</td>
</tr>
</tbody>
</table>

#### PERSONNEL SUMMARY - POSITIONS BY FUNDING SOURCE

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Actual FY 2003</th>
<th>Revised FY 2004</th>
<th>Funded FY 2005</th>
<th>Percent Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>State</td>
<td>614</td>
<td>660</td>
<td>752</td>
<td>22.5% 13.9%</td>
</tr>
<tr>
<td>Federal</td>
<td>261</td>
<td>247</td>
<td>287</td>
<td>10.0% 16.2%</td>
</tr>
<tr>
<td>All Other</td>
<td>106</td>
<td>109</td>
<td>146</td>
<td>37.7% 33.9%</td>
</tr>
<tr>
<td><strong>Total Positions</strong></td>
<td><strong>981</strong></td>
<td><strong>1,016</strong></td>
<td><strong>1,185</strong></td>
<td><strong>20.8% 16.6%</strong></td>
</tr>
</tbody>
</table>

FY 2003 (as of December) and revised FY 2004 (as of September) personnel data reflect actual payroll counts. FY 2005 data reflect the number of positions funded.

#### AFFIRMATIVE ACTION DATA

| Total Minority Percent | 31.0% | 30.8% | 30.2% | ---- | ---- |
Significant Changes/New Programs ($000)

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Department of Community Affairs FY 2004-2005</td>
<td>FY 2004</td>
<td>FY 2005</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>COMMUNITY DEVELOPMENT MANAGEMENT</td>
<td></td>
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<tr>
<td>Direct State Services</td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>Boarding Home Regulation and Assistance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$1,031</td>
<td>$0</td>
<td>($1,031)</td>
<td>(100.0)%</td>
<td>D-38 &amp; D-41</td>
</tr>
</tbody>
</table>

Direct State Services funding for the Division of Codes and Standards to license and inspect boarding homes is recommended for elimination. The division is responsible for the implementation and enforcement of the Rooming and Boarding House Act of 1979 and the inspection and licensure of emergency shelters for the homeless pursuant to rules governing shelters for the homeless. In FY 2005, rather than receiving a Direct State Services appropriation, the division instead will retain licensing fees collected under this program (reflected in 'Other Funds'). According to the department legislation will be proposed that authorizes an increase in the fees collected, from $300 to $600 per license.

ECONOMIC PLANNING DEVELOPMENT

| Direct State Services | | | | | |
| Historic Trust/ Open Space Administrative Costs | | | | | |
| | $458 | $578 | $120 | 26.2\% | D-43 & D-44 |

Pursuant to Executive Reorganization Plan No. 001-2002 the Historic Trust was transferred in FY 2004 from the Department of State to DCA as an in-but-not-of agency. The FY 2005 recommended increase of $120,000 will allow the Trust to hire three additional staff to assist with the administration of grants funded through the Historic Preservation Bond Grant Program and the Garden State Preservation Bond Grant Program. The New Jersey Historic Trust provides support and protection for New Jersey’s historic resources through various financial and technical assistance to units of local and county government or qualified nonprofit organizations. Technical assistance and easement advice is available to public and private owners of historic resources.
### Significant Changes/New Programs ($000) (Cont'd)

<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>SOCIAL SERVICES PROGRAMS</strong></td>
<td></td>
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<tr>
<td><strong>Direct State Services</strong></td>
<td></td>
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</tr>
<tr>
<td>Office on the Prevention of Violence Against Women</td>
<td>$200</td>
<td>$400</td>
<td>$200</td>
<td>100.0%</td>
<td>D-46</td>
</tr>
<tr>
<td>Executive Order No. 61 (1992) established the Office on the Prevention of Violence Against Women within the Division on Women. The FY 2005 recommended increase of $200,000 for the office will enable the Division on Women to continue initiatives that target the various forms of violence against women - domestic violence, sexual assault, stalking, dating violence, sexual harassment, etc., and will allow for continued research, training, grant programs and public education initiatives.</td>
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<tr>
<td><strong>Grants-In-Aid</strong></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Center for Hispanic Policy, Research and Development</td>
<td>$2,625</td>
<td>$3,000</td>
<td>$375</td>
<td>14.3%</td>
<td>D-46</td>
</tr>
<tr>
<td>The Center for Hispanic Policy, Research and Development (CHPRD) works to empower the Hispanic community in New Jersey through inclusion in policy development and by assuring access to services and programs. The Center facilitates professional and leadership development for Hispanics and supports programs through funding collaborations with private and public entities. This grant account has supported a variety of community-based social service programs delivered by 25-30 organizations. The FY 2005 recommended increase of $375,000 will allow the CHPRD to continue serving the increasing Hispanic population through the next fiscal year. Specifically the budget projects an increase in the population served by this program from 286,000 in FY 2004 to almost 300,000 in FY 2005, an increase of 14,000 individuals to be served.</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Boys and Girls Clubs of New Jersey</td>
<td>$1,000</td>
<td>$0</td>
<td>($1,000)</td>
<td>(100.0)%</td>
<td>D-46</td>
</tr>
<tr>
<td>The Boys and Girls Clubs of New Jersey was added to the FY 2004 Appropriations Act by the Legislature and is not recommended under the Governor's proposed budget for FY 2005.</td>
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## Significant Changes/New Programs ($000) (Cont’d)

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</thead>
<tbody>
<tr>
<td>Lead Hazard Control Assistance Fund</td>
<td>$0</td>
<td>$7,000</td>
<td>$7,000</td>
<td>—</td>
<td>D-46</td>
</tr>
</tbody>
</table>

The "Lead Hazard Control Assistance Act" (C.52:27D-437.1 et seq.) established by P.L.2003, c.311 created a loan and grant program in the department for the remediation and removal of lead-based paint hazards for residences. This act established a Lead Hazard Control Assistance Fund (LHCAF) in DCA for making loans and grants and is recommended to be funded at the statutory minimum amount of $7.0 million from a portion of the sales tax revenue. Under this same act this program could be funded up to a maximum of $14 million from the amount of sales tax collected from every retail sale of a container of paint or other surface coating material to be set aside from the sales tax collected from the retail sales of paint for deposit annually into the LHCAF. Budget language would authorize the appropriation of an additional amount up to the $14 million level.

| Grants to Hispanic Women’s Resource Centers      | $400                 | $500            | $100          | 25.0%         | D-46        |

This program has provided funding to four nonprofit agencies that provide basic language skills, computer literacy, educational evaluation services, job counseling services, self-help programs and mentoring projects, career information services, and information and referral services to the female Hispanic population. In FY 2005, Hispanic Women’s Resource Centers are recommended to receive $500,000, up 25% from the FY 2004 adjusted appropriation. Budget evaluation data projects an increase in the number of women served by this program from 425 in FY 2004 to a projected 500 in FY 2005.

| Rape Prevention                                 | $500                 | $1,000          | $500          | 100.0%        | D-46        |

This increased funding will permit the Division on Women to administer its grants and contracts and to provide technical assistance to designated county based Rape Care Centers in each of the twenty one counties in the State as well as regional/statewide sexual assault Prevention Education Programs and the New Jersey Coalition Against Sexual Assault. The goal of the Rape Prevention program is to assist grantees in implementing victim-centered services, provide risk reduction activities, and develop a strong and positive presence in each county and community.

| Grants to Displaced Homemaker Centers            | $975                 | $1,250          | $275          | 28.2%         | D-47        |

This program has provided funding to sixteen centers that offer job counseling and other supportive services for women who have been dependent on the income of another household member but due to death, disablement of spouse or divorce, must now support themselves. The program aims
to develop and offer technical assistance to expand existing programs to include: job counseling services specifically designed for displaced homemakers; job training and placement services; job development services with identification of community needs; financial management services; and educational needs. The FY 2005 increase in recommended funding will aid the Division on Women in meeting its goal of providing grants to these centers so they may continue to provide services to women. Budget evaluation data projects that the centers will serve 250 more women in FY 2005 than in FY 2004.

**Women's Micro-Business Pilot Program**

<table>
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</thead>
<tbody>
<tr>
<td>Women's Micro-Business Pilot Program</td>
<td>$750</td>
<td>$0</td>
<td>($750)</td>
<td>(100.0)%</td>
<td>D-47</td>
</tr>
</tbody>
</table>

The "Women's Micro-Business Pilot Program" is intended to offer loans, loan guarantees, training and technical assistance to women seeking to launch independently owned and operated business enterprises. Three non-profit community development corporations are to be certified by the department to receive development loans, generate matching contributions from other sources, and administer loans and services to program participants. This program was added to the FY 2004 Appropriations Act by the Legislature and is not recommended to receive funding in FY 2005. Language to reappropriate any unexpended FY 2004 balances is recommended. As of April 12, 2004 no FY 2004 funds had been expended or obligated.

**DIVISION OF LOCAL GOVERNMENT SERVICES**

**Direct State Services**

- **Salaries and Wages**
  - FY 2004: $2,700
  - FY 2005: $2,500
  - Change: ($200) (7.4)%
  - Budget Page: D-49

  The FY 2005 recommended decrease of $200,000 in salaries and wages represents a reduction in funded vacancies.

**Grants-In-Aid**

- **Legislative Grants**
  - FY 2004: $10,500
  - FY 2005: $0
  - Change: ($10,500) (100.0)%
  - Budget Page: D-49

  The FY 2004 Appropriations Act contained four grants added by the Legislature: Local Library Grants $6.0 million, Statewide Livable Communities $2.5 million, Essex County Jail Expansion $1.5 million, and Hoboken 9/11 Memorial $500,000. Funding for these grants is not recommended for FY 2005.
### Significant Changes/New Programs ($000) (Cont’d)

<table>
<thead>
<tr>
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</thead>
<tbody>
<tr>
<td><strong>State Aid</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Extraordinary Aid (C.52:27D-118.36)</td>
<td>$35,000</td>
<td>$31,000</td>
<td>($4,000)</td>
<td>(11.4)%</td>
<td>D-50</td>
</tr>
</tbody>
</table>

The Extraordinary Aid program, provides short-term assistance to municipalities experiencing a catastrophic loss of tax ratables or other fiscal difficulties. Funds are distributed to calendar year and fiscal year municipalities that submit applications to the Division of Local Government Services. Used strictly for property tax relief, the criteria for funding includes assessment of whether the municipality has: 1) experienced unique circumstances that created fiscal distress and uncontrollable property tax increase; 2) made efforts to provide property tax savings by sharing services, privatization, enhancing tax collections, revenues and management efficiencies; 3) taken action and will continue to take action to reduce or eliminate dependency on extraordinary aid in the future. According to DCA the recommended FY 2005 appropriation, which is $4 million less than last year will still enable the division to address, on a case-by-case basis, the special needs of municipalities that experience unforeseen circumstances.

| Regional Efficiency Development Incentive Grant Program - General Fund | $2,000 | $4,200 | $2,200 | 110.0% | D-50 |

The "Regional Efficiency Development Incentive Act (REDI)" (C.40:8B-14 et seq.) established pursuant to P.L.1999, c. 60 provides aid to local units to study regionalization and shared consolidated services. The money could also be used as start-up funds for regionalization or shared services agreements.

| Special Municipal Aid Act - PTRF | $28,305 | $24,305 | ($4,000) | (14.1)% | D-50 |

The Special Municipal Aid Act, established pursuant to P.L.1999, c. 156, is directed at municipalities with structural deficits that could not be resolved without additional State funds. According to the Division five municipalities will receive a total of $24.3 million in FY 2005 to resolve structural deficits in their municipal budgets. FY 2004 funding provided assistance for seven municipalities.
### Significant Changes/New Programs ($000) (Cont’d)

<table>
<thead>
<tr>
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<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxpayer Hero Grants - PTRF</td>
<td>$0</td>
<td>$5,000</td>
<td>$5,000</td>
<td>—</td>
<td>D-50</td>
</tr>
</tbody>
</table>

The Governor's FY 2005 budget includes a new $5 million proposal for discretionary grants known as "Taxpayer Hero Grants". The program is intended to reward local governments that keep costs and taxes under control while demonstrating a commitment to efficient and cost-effective municipal operations. Local Finance Notice number 2004-2 indicates that one of the criteria for receiving the aid is a 2004 municipal tax rate that remains flat or decreases compared to 2003 (revaluations will be taken into account by using the equalized tax rate).

### MANAGEMENT AND ADMINISTRATION

#### Direct State Services

Additions, Improvements and Equipment $538 $45 ($493) (91.6)% D-52

The proposed FY 2005 budget is recommending $45,000 in additions, improvements and equipment in the administration and support services portion of the department budget, a decrease of $493,000 from FY 2004 adjusted appropriation. The reduction is due to the full amortization in FY 2004 of line of credit financing for the 'DCANet', a major upgrade of department information systems.
Language Provisions

**2004 Appropriations Handbook**

p. B-17

The amounts received by the Uniform Construction Code Revolving Fund attributable to that portion of the surcharge fee in excess of $0.0006, and to surcharges on other construction, shall be dedicated to the general support of the Uniform Construction Code Program and, notwithstanding the provisions of section 2 of P.L.1979, c.121 (C.52:27D--124.1), shall be available for training and non--training purposes, except that the amounts attributable to $0.00075 per cubic foot of new construction and $0.39 per $1,000 of other construction shall be dedicated to the Smart Growth Planning Grant-in-Aid Program. Notwithstanding the provision of law to the contrary, unexpended balances as of June 30, 2003 in the Uniform Construction Code Revolving Fund are appropriated.

**2005 Budget Recommendations**

p. D-40

The amounts received by the Uniform Construction Code Revolving Fund attributable to that portion of the surcharge fee in excess of $0.0006, and to surcharges on other construction, shall be dedicated to the general support of the Uniform Construction Code Program and, notwithstanding the provisions of section 2 of P.L.1979, c.121 (C.52:27D--124.1), shall be available for training and non--training purposes, except that the amounts attributable to $0.00075 per cubic foot of new construction and $0.39 per $1,000 of other construction shall be dedicated to the Smart Growth Planning Grant-in-Aid Program. Notwithstanding the provision of law to the contrary, unexpended balances as of June 30, 2003 in the Uniform Construction Code Revolving Fund are appropriated.

**Explanation**

The Governor has recommended this FY 2004 appropriations act language with revisions for FY 2005 to rename the Smart Growth Planning Grant-in-Aid Program as the Smart Future Planning Grant-in-Aid Program. According to the department, this program is being renamed because Smart Growth grants focused on individual projects without a requirement that projects be coordinated on a regional basis, while Smart Future grants will focus on how individual projects relate to, and affect, surrounding communities, and will be tied into regional or county plans.

**2004 Appropriations Handbook**

No similar language.

**2005 Budget Recommendations**

p. D-41

Any receipts from the Boarding Home Regulation and Assistance program, including fees, fines, and penalties, are appropriated.

**Explanation**

This language complements the FY 2005 recommendation to eliminate a direct state services appropriation to support the program, thus requiring that it be fully supported by dedicated revenue in FY 2005. In FY 2004, income from the program is estimated at $476,000, while the FY 2004 adjusted appropriation totals $1,031,000. The Department intends to raise fees for boarding home
Language Provisions (Cont’d)

licensing and inspection in order to provide additional financial support for the program as it becomes a dedicated fee program, and also intends to integrate the Boarding Home Regulation and Assistance program, with the Bureau of Housing Code Enforcement.

2004 Appropriations Handbook

p. B-18

Notwithstanding the provisions of section 35 of P.L.1975, c.326 (C.13:17-10.1), sections 10 and 11 of P.L.1981, c.306 (C.13:1E-109 and C.13:1E-110), section 8 of P.L.1985, c.368 (C.13:1E-176), or any rules and regulations adopted pursuant thereto, or any order issued by the Board of Public Utilities to the contrary, an amount equal to $432,000 of the calendar year 2003 interest earnings on the aggregate balance in the closure and post-closure monitoring of the sanitary landfill facilities operated by the New Jersey Meadowlands Commission shall be withdrawn from the escrow accounts by the commission and paid to the State Treasurer for deposit in the General Fund, and the amount so deposited is appropriated for payment to the New Jersey Meadowlands Tax Sharing Stabilization Fund and paid to the commission in accordance with the certification of the fund’s requirements, for distribution by the commission to municipalities entitled to payments from the fund for 2003.

2005 Budget Recommendations

p. D-42

Notwithstanding the provisions of section 35 of P.L.1975, c.326 (C.13:17-10.1), sections 10 and 11 of P.L.1981, c.306 (C.13:1E-109 and C.13:1E-110), section 8 of P.L.1985, c.368 (C.13:1E-176), or any rules and regulations adopted pursuant thereto, or any order issued by the Board of Public Utilities to the contrary, an amount equal to $432,000 of the calendar year 2003 interest earnings on the aggregate balance in the closure and post-closure monitoring of the sanitary landfill facilities operated by the New Jersey Meadowlands Commission shall be withdrawn from the escrow accounts by the commission and paid to the State Treasurer for deposit in the General Fund, and the amount so deposited is appropriated for payment to the New Jersey Meadowlands Tax Sharing Stabilization Fund and paid to the commission in accordance with the certification of the fund’s requirements, for distribution by the commission to municipalities entitled to payments from the fund for 2004.

Explanation

The Governor has recommended this FY 2004 appropriations act language with revisions for FY 2005 to reduce the distribution to municipalities entitled to funding from the New Jersey Meadowlands Tax Sharing Stabilization Fund from $432,000 in FY 2004 to $165,000 in FY 2005. This language also removes the restriction that these funds be appropriated from interest earnings on the aggregate balance in the closure and post-closure monitoring of the sanitary landfill facilities operated by the New Jersey Meadowlands Commission, and instead directs that the FY 2005 payment be withdrawn from the commission's escrow accounts. The Governor has recommended this language because interest earnings on the aggregate balance are not sufficient to cover the cost of the required municipal distribution.
Language Provisions (Cont’d)

2004 Appropriations Handbook

p. B-19

Notwithstanding any law, rule or regulation to the contrary, applications for center designation submitted by municipalities pursuant to P.L.1985, c.398 (C.52:18A-196 et al.) prior to March 1, 2001 shall be acted on by the State Planning Commission prior to June 30, 2004, unless the petition has been withdrawn. The commission shall develop policies which encourage municipalities to participate in the Plan Endorsement process and, where appropriate, recommend legislation which promotes such participation.

2005 Budget Recommendations

No similar language.

Explanation

The Governor has not recommended this FY 2004 appropriations act language for FY 2005 because all applications for center designation submitted prior to March 1, 2001 must be acted upon by the State Planning Commission prior to June 30, 2004, the end of the current fiscal year. As these decisions must be made before the beginning of the FY 2005 fiscal year, this language is unnecessary for inclusion in the FY 2005 budget.

2004 Appropriations Handbook

p. B-19

Notwithstanding any other law to the contrary, an amount not to exceed $458,000 shall be transferred from the Garden State Historic Preservation Trust Fund to the General Fund and is appropriated to the Department of Community Affairs for Historic Trust/Open Space Administrative Costs.

2005 Budget Recommendations

p. D-44

Notwithstanding any other law to the contrary, an amount not to exceed $458,000 $578,000 shall be transferred from the Garden State Historic Preservation Trust Fund to the General Fund and is appropriated to the Department of Community Affairs for Historic Trust/Open Space Administrative Costs.

Explanation

The Governor has recommended this FY 2004 appropriations act language with revisions for FY 2005 to increase the amount of funding provided to the Department of Community Affairs from the Garden State Historic Preservation Trust Fund for Historic Trust/Open Space administrative costs from a maximum of $458,000 in FY 2004 to a maximum of $578,000. The additional $120,000 appropriation for FY 2005 will pay for three additional employees for the Historic Trust to process grant applications on a more expedited basis.
Language Provisions (Cont’d)

2004 Appropriations Handbook

No similar language.

2005 Budget Recommendations

p. D-47

No similar language. In addition to the amount hereinabove for the Lead Hazard Control Assistance Fund, there are appropriated such sums as are required not to exceed $7,000,000 in accordance with P.L.2003, c.311, subject to approval of the Director of the Division of Budget and Accounting.

Explanation

The Governor has recommended this FY 2005 budget language to appropriate an additional amount, not to exceed $7,000,000, to the Lead Hazard Control Assistance Fund from funds collected under the "Sales and Use Tax Act," P.L.1966, c.30 (C.54:32B-1 et seq.) on the sale of paint, or any other coating material, as required by the "Lead Hazard Control Assistance Act," P.L.2003, c.311 (C. 52:27D-437.1 et seq.). The "Lead Hazard Control Assistance Act" created the Lead Hazard Control Assistance Fund to provide loans and grants to eligible owners of multifamily housing, and to eligible owners of single-family or two-family homes, for lead hazard control work, to mitigate the effects of lead-based paint hazards in those homes. The act requires that in each fiscal year beginning with FY 2005, an amount equivalent to the greater of $7,000,000 or the amount of sales and use tax revenue collected on paint or surface coating materials, not to exceed $14,000,000, must be set aside to fund the grants and loans for lead hazard control work. The act requires the setting aside of an amount equal to the lesser of $0.50 or the tax imposed on every retail sale of a can of paint or other surface coating material for this purpose. The Governor has provided an initial budgetary appropriation of $7,000,000 for FY 2005 from the Lead Hazard Control Assistance Fund to the department. This language allows for the appropriation of up to $7,000,000 in additional funds into the program, above and beyond the initial $7,000,000 appropriation, subject to the approval of the Director of the Division of Budget and Accounting.

2004 Appropriations Handbook

No similar language.

2005 Budget Recommendations

p. D-47

The unexpended balance as of June 30, 2004 in the Women's Micro-Business Pilot Program account is appropriated.

Explanation

The Governor has recommended this FY 2005 budget language to reappropriate the unexpended balance in this fund from FY 2004 for use in FY 2005. The Women's Micro-Business Pilot Program was established by P.L.1999, c.239 as a program to be run by the department in consultation with the New Jersey Economic Development Authority to provide eligible lower-income women who
Language Provisions (Cont’d)

intend to establish a business, but have little or no business experience, with loans, loan guarantees, or both, and training and technical assistance to be provided to qualified recipients from certified nonprofit community development corporations. This recommended language authorizes the reappropriation of leftover FY 2004 program funds for use by the department for the purposes of this program in FY 2005.

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2004 Appropriations Handbook

2005 Budget Recommendations

p. D-50

No similar language.

Loan repayments received in the Regional Efficiency Development Incentive Grant Program account, established pursuant to P.L.2003, c.122, are appropriated, subject to the approval of the Director of the Division of Budget and Accounting.

Explanation

The Governor has recommended this FY 2005 budget language to appropriate loan repayments received in the Regional Efficiency Development Incentive (REDI) Grant Program account during FY 2004, so that these loan repayments may be used by the department to fund additional plans by local units to study regional service or consolidation opportunities and to fund one-time start-up costs of regional or consolidated services.

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2004 Appropriations Handbook

2005 Budget Recommendations

p. D-50

No similar language.

The amount hereinabove for Extraordinary Aid shall be charged first to receipts of the supplemental fee established pursuant to section 2 of P.L.2003, c.113, credited to the Extraordinary Aid account.

Explanation

The Governor has recommended this FY 2005 budget language to require that Extraordinary Aid provided to qualified municipalities shall, for bookkeeping purposes, be charged first to receipts of the supplemental realty transfer fees for the conveyance or transfer of real property that was enacted by P.L.2003, c.113. This law required an additional realty transfer fee to be paid by the grantor of real property as follows: $0.25 for each $500.00 of consideration or fractional part thereof not in excess of $150,000.00 recited in the deed; $0.85 for each $500.00 of consideration or fractional part thereof in excess of $150,000.00 but not in excess of $200,000.00 recited in the deed; and $1.40 for each $500.00 of consideration or fractional part thereof in excess of $200,000.00 recited in the deed, plus for a transfer involving new construction, an additional $1.00 for each $500.00
Language Provisions (Cont’d)

of consideration or fractional part thereof not in excess of $150,000.00 recited in the deed which fee shall be collected by the county recording officer at the time the deed is offered for recording. The law also requires that, except for an amount equal to $0.25 of the supplemental fee for each $500.00 of consideration, or fractional part thereof, recited in the deed collected which is to be retained by the county treasurer, the balance of the supplemental realty transfer fees must be remitted to the State Treasurer for deposit to the Extraordinary Aid Account. It is to this account that the Governor, in this proposed budget language, is directing that Extraordinary Aid shall first be charged.

Explanation

The Governor has recommended this FY 2004 appropriations act language with revisions for FY 2005 to continue the practice begun in FY 2003 and continued in FY 2004 to limit funding under the Regional Efficiency Aid Program (REAP) to the municipalities where the average residential parcel received a property tax credit of $100 or greater per parcel. This new language effectively maintains last year’s criteria for participation in the program, so the eliminated language has become unnecessary. This funding limitation has resulted in REAP aid going only to fourteen municipalities: Mannington Township, Elk Township, Hi-Nella Borough, Wrightstown Borough, New Hanover Township, North Hanover Township, North Bergen Township, Guttenberg, Weehawken Township, West New York, Union City, Englewood, South Hackensack Township and Elmwood Park.
Language Provisions (Cont’d)

2004 Appropriations Handbook

No similar language.

2005 Budget Recommendations

p. D-53

Notwithstanding the provisions of any prior law to the contrary, deposits of any funds into the revolving Housing Development and Demonstration Grant Fund are subject to prior approval of the Director of the Division of Budget and Accounting.

Explanation

The Governor has recommended this FY 2005 budget language to provide the Director of the Division of Budget and Accounting with control of all deposits of funds into the Revolving Housing Development and Demonstration Grant Fund by the department. The Revolving Housing Development and Demonstration Grant Fund was created as part of the “Department of Community Affairs Demonstration Grant Law of 1967,” P.L.1967, c.82 (C.52:27D-59 et seq.), which authorized the use of the moneys in the fund to make noninterest bearing advances to nonprofit and mutual housing sponsors to defray development costs for housing projects for families of moderate income to be constructed or rehabilitated with below-market interest rate mortgages insured by the federal government or the State of New Jersey. The law authorizes the department to make available moneys from any source which the commissioner determines to use for the purposes authorized in that law, and this recommended budget language gives the Director of the Division of Budget and Accounting prior approval for the deposit of any moneys by the department into this fund.
Discussion Points

1. Federal enactments and federal budget proposals often impact significantly on State programs and fiscal resources. The department is projecting FY 2005 federal funds totaling $266,788,000, an increase of $9,159,000 (3.43 percent) over FY 2004 adjusted appropriation. This increase is primarily attributable to projected growth in the Section 8 Housing Voucher Program of about $5.0 million and Shelter Plus Care Program of about $4.0 million. Most of the other major federal programs are anticipated to remain at the FY 2004 level.

- Question: What outcomes will result from increased Section 8 Housing Voucher funding? How many households/housing units receive housing subsidies through this program currently? How many for each of the last two years? How many will receive subsidies in FY 2005? What is the average subsidy per household/housing unit? What is the ratio of administrative costs to housing subsidy payments for this program? Does the department have Section 8 vouchers it is unable to use due to a shortfall in supply of rental housing or participating landlords? Is there a waiting list for vouchers, and if so, how large, and of what average duration?

- Question: Please describe the purposes and goals of the Shelter Plus Care Program, and how the program is implemented to achieve them. Is the department certain of this additional funding? If not, upon what conditions is receipt of this funding contingent?

2. The Governor's FY 2005 budget includes a proposal in the amount of $5 million for a new State aid program entitled "Taxpayer Hero Grants." The program is intended to reward local governments that keep costs and taxes under control while demonstrating a commitment to efficient and cost-effective municipal operations. Local Finance Notice 2004-2, issued by the Division of Local Government Services on March 3, 2004 indicates that one of the criteria for receiving the aid would require that the 2004 municipal tax rate remains flat or decreases compared to 2003 (revaluations will be taken into account by using the equalized tax rate).

- Question: What other specific criteria for awarding this aid has the department established? Will it be necessary for municipalities to apply for this aid? Is it fair to exclude from eligibility municipalities whose spending or tax levies decrease but whose tax rates increase due to ratable loss? Will municipalities that receive Extraordinary Aid also be eligible for Taxpayer Hero grants? How will a recipient municipality be permitted to use its grant award? If fiscal responsibility is or should be its own reward, then how is this program a prudent use of funding?

3. The FY 2005 recommendation for Special Municipal Aid is $24.3 million, down $4.0 million from the 2004 adjusted appropriation of $28.3 million. Recipients of FY 2004 aid were Camden, East Orange, Harrison Town, Irvington, Jersey City, Paterson and Union City. Under the statutory budget calendar, all FY 2004 budgets should have been adopted by now, absent extensions of time from the Division of Local Government Services. According to the Administration, the recommended decrease in funding "anticipates operational efficiencies in this program."

- Question: What decisions have been made by the department concerning the award of FY 2005 Special Municipal Aid? Has any of the recipients of FY 2004 Special Municipal Aid adopted its next municipal budget, e.g., fiscal 2004, and if so, what amount of Special Municipal Aid is anticipated in each adopted budget? What specific operational efficiencies are anticipated?
4. The "Regional Efficiency Development Incentive Act (REDI)" (C.40:8B-14 et seq.) established pursuant to P.L. 1999, c. 60 provides aid to local units to study the feasibility of regionalization and sharing or consolidating services, and to be used as start-up funds for regionalization or shared services agreements. For fiscal years 2000-2002, a total of $9.4 million was expended for REDI grants and loans ($2.6 million remains encumbered but not spent from FY 2000-2001), over half of which ($5.1 million) was targeted to one effort, the regionalization of fire and rescue services in northern Hudson County. In FY 2003 funding for the program was eliminated, but for FY 2004 $2.0 million was appropriated and in FY 2005 the Governor is proposing recommended funding in the amount $4.2 million, an increase of $2.2 million.

**Question:** Please provide a list of all the FY 2004 REDI awards made by the department including a brief description explaining the study or use of the funding undertaken by the local government(s) that received the award. Does the $2.0 million increase in funding represent a need by the department to more adequately fund REDI given that the proposed budget anticipates making 25 awards, the same as in FY 2004? Excluding the North Hudson regionalization effort, what is the ratio of local cost reduction/cost avoidance to REDI grant dollars? Do these results, or some other factors that demonstrate successes that have resulted from REDI grants, justify the continuation of this program, let alone a funding increase?

5. The "Lead Hazard Control Assistance Act," P.L. 2003, c.311 created a loan and grant program in the department for the remediation and removal of lead-based paint hazards for residences. This act established a Lead Hazard Control Assistance Fund (LHCAF) for making loans and grants that is to be funded from: a $2 million appropriation from the Catastrophic Illness in Children Relief Fund; a $20 per unit multiple dwelling inspection surcharge, estimated to produce $2.8 million annually; and a minimum $7 million/maximum $14 million from the sales tax revenue equal to $0.50 or the amount of sales tax collected from every retail sale of a container of paint or other surface coating material. The Governor is proposing a $7 million appropriation for the LHCAF in FY 2005, with language recommended to further appropriate an additional $7 million in accordance with the Act.

**Question:** What steps has the department taken to implement the provisions of the "Lead Hazard Control Assistance Act"? How much does the department plan to allocate for grants and loans, for public education and for administration, respectively in FY 2005? What specific criteria will the department utilize to award grants or loans?

6. The "Women's Micro-Business Pilot Program" is intended to provide loans, loan guarantees, training and technical assistance to women seeking to launch independently owned and operated business enterprises. Three non-profit community development corporations are to be certified by the department to receive development loans, generate matching contributions from other sources, and administer loans and services to program participants. Although funds were appropriated in two prior fiscal years, no funds were expended and the program was not implemented. Funding of $750,000 was provided in FY 2004 for the program. The Governor's FY 2005 budget recommends no additional funding, but provides budgetary language that would authorize the unexpended balance as of June 30, 2004 to be appropriated in FY 2005.

**Question:** Please report on the status of the Women's Micro-Business Pilot Program.

7. The Division on Women serves as the central permanent agency for the coordination of
Discussion Points (Cont’d)

programs and services for the women of New Jersey and as a planning agency for the development of policy and new program services. Executive Order No. 61 (1992) established the Office on the Prevention of Violence Against Women within the division. The division administers grant programs for displaced homemakers, urban women, Hispanic women, sexual assault programs, information hotlines, and women's shelters, and carries out multiple activities to expand rights and opportunities for all of New Jersey's women. For FY 2005 the Governor is proposing a total increase of $875,000 to the division, including increases of $200,000 for the Office on the Prevention of Violence Against Women, $100,000 for Grants to Hispanic Women's Resource Centers, $500,000 for Rape Prevention grants in aid, and $275,000 in grants to Displaced Homemaker Centers.

• Question: Please provide an overview of how the proposed increase in funding for Division on Women programs and activities will be utilized, including any specific goals or service level targets that might be planned. Will the funding increase for the Office for the Prevention of Violence Against Women represent funding for new employees or other administrative costs or additional grants? Will the division target any of these funding increases to complement the child welfare reform efforts underway in the Department of Human Services, and if so, what funds and in what manner?

8. Among the duties of the Office of Smart Growth, the successor to the Office of State Planning, is the administration of smart growth and smart school planning grants. The proposed FY 2005 budget projects that 40 smart future planning grants will be awarded in FY 2005, an increase of 10 above the 30 smart growth planning grants to be awarded in FY 2004. The $2.7 million the Governor is proposing for smart future planning grants in FY 2005 is equal to funding levels for both FY 2003 and FY 2004. Of the amount appropriated in FY 2003, only about $279,000 has been expended, with the balance obligated, while no FY 2004 funds have been either spent or obligated.

• Question: What explains the apparent slow pace of awarding and disbursing funds under this program? How does the department anticipate allocating the $2.7 million in grants among the potential applicants given that the proposed FY 2005 budgeted number of awards to be made is expected to increase? What measures of potential impact are employed, or what outcomes are emphasized, in evaluating grant applications and prioritizing grant awards? What results have been achieved through these grants that the department believes best demonstrate the effectiveness of the program?

9. The departmental overview in the Governor's FY 2005 budget (p. D-33), in describing new initiatives, indicates that the Housing Advocacy Grants to Nonprofits program now provides aid to promote affordable housing production up to an "unprecedented" $120,000 per grantee, with $72,000 of the award contingent upon the completion of 46 units of affordable housing. A variety of housing types are eligible, including special needs permanent housing and housing for very low-income residents.

• Question: Please indicate the funding source/line item appropriation that supports the Housing Advocacy Grants program and the total funding for such grants in FY 2004 and FY 2005. Also, please provide a list of the recipients, by legislative district, who are to receive aid, and the amounts awarded, under this program in FY 2004. Please also describe any interagency relationship, whether it be technical or financial, that exists between the department and the Housing and Mortgage Finance Agency in regard to this program. Within what time frame must the housing unit completion threshold be attained by the grantee? Is this requirement, which appears to be a new condition for funding eligibility, an indication that these grants have been ineffective in the past in
10. With the March 2003 enactment of the "Fire Service Resource Emergency Deployment Act," P.L. 2003, c. 28, the Division of Fire Safety was assigned significant new oversight duties regarding local fire service mutual aid plans and response to fire and other emergency incidents. Subsequently, the division adopted an approximate 20 percent increase in Uniform Fire Code life hazard registration fees. The division justified this fee increase in part due to the growth in State employee wages and inflationary trends in other costs since previous fee increases, and in part due to the increased responsibilities placed upon the division because of homeland security issues, presumably including its duties under the referenced act. The FY 2005 budget projects a growth in division positions from 90 in FY 2004 to 110 in FY 2005, and projects total Fire Safety revenues of $24.3 million, an increase of $3 million (14 percent) over FY 2004 and $4.6 million (23 percent) over FY 2003.

- Question: Please identify additional expenditures incurred or to be incurred by the division during FY 2004 and FY 2005 to implement the "Fire Service Resource Emergency Deployment Act" and to fulfill other duties relating to homeland security issues (please be specific as to major cost categories such as staff, equipment, training, etc.). Has the division also used increased resources to step up fire code inspection and enforcement activity, or will it do so? Has the division received any additional federal funding, either directly or through the Department of Law and Public Safety, to defray additional costs arising from homeland security-related activities? Did it aggressively pursue federal funding for this purpose before deciding to rely on increased regulatory fees as a funding source?
Background Paper: The Municipal Hotel Occupancy Tax

The issue of rising property taxes in New Jersey has been and continues to be one of the most significant public policy concerns in the State. Property tax relief for New Jersey's homeowners is one of Governor McGreevey's stated budget priorities for fiscal year 2005. The proposed $26.3 billion budget includes an aggregate amount of $19 billion, 72 percent of the total budget, as State Aid or Grants-in-Aid funding. A substantial portion of this funding is targeted to municipalities and school districts, or to offset local property taxes. There are also a limited number of additional revenue opportunities available to certain municipalities for property tax relief, such as the municipal hotel occupancy tax.

This background paper discusses the municipal hotel occupancy tax as a local revenue-raising opportunity, examines current data available for some participating municipalities, and explores the use of this tax as a source of property tax relief.

The Municipal Hotel Occupancy Tax

The municipal hotel occupancy tax has been a revenue option for certain municipalities since the approval of P.L.2003, c.114 on July 1, 2003, which has both a State and a municipal revenue-raising component. The municipal hotel tax provisions, N.J.S.A.40:48F-1 et seq., authorize most municipalities to adopt ordinances to impose a tax on the rent charged to a transient guest for a hotel or motel room occupancy, to be paid by the guest as part of the hotel bill and in addition to any existing tax already imposed for such occupancy. From July 1, 2003 to June 30, 2004, the law authorizes a municipal hotel tax of not more than 1 percent, which can be increased to not more than 3 percent on July 1, 2004 and thereafter. Municipalities where certain special local taxes or fees are imposed on transient hotel occupancies, namely Newark, Jersey City, Atlantic City, Wildwood, Wildwood Crest, and North Wildwood, are not authorized to impose this additional municipal hotel tax.

Since the law was approved, 134 of the eligible 560 municipalities have adopted ordinances imposing this tax. Most of these municipalities are already receiving the revenues, as 124 adopted ordinances in 2003 and 10 have done so in 2004. Pursuant to the statute, the tax provisions in the ordinances adopted in 2003 became operative on the first day of the first full month following 30 days after the ordinance was transmitted to the State Treasurer. The tax provisions in the ordinances adopted in 2004 and thereafter will become operative on the first day of the first full month following 90 days after the ordinance is transmitted to the State Treasurer.

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1 The state hotel occupancy tax provisions (N.J.S.A.54:32D-1 et seq.) established a tax to be imposed at all hotels and motels in the State and to be paid by transient guests in addition to any existing tax. In general, from August 1, 2003 to June 30th, 2004, the law authorized a 7 percent tax on the rent charged to a transient guest for room occupancy, which will be reduced to 5 percent on July 1, 2004 and thereafter. In parts of the State where special local taxes or fees are imposed on transient hotel occupancies, namely in Newark, Jersey City, Atlantic City, Wildwood, Wildwood Crest, and North Wildwood, the statute authorizes a lower state hotel occupancy tax.

2 For a list of participating municipalities, see the State Treasury Department’s website at http://www.state.nj.us/treasury/taxation/text/munitaxlisttxt.htm. Please note that although 560 municipalities are eligible to adopt an ordinance to impose this tax, not every municipality currently has a hotel or motel.
Background Paper: The Municipal Hotel Occupancy Tax (Cont'd)

Once the tax provisions in an ordinance become operative, the tax is collected from the customer by the hotel, and the hotel is then responsible for reporting and remitting to the State the tax amount collected on a monthly basis. The first payment is due to the State on the 20th day of the first month following 30 days since the operative date, and subsequent payments are due on the 20th day of each month thereafter. Upon receipt, the State certifies the amounts received from this tax and within 30 days distributes the revenues accordingly to each municipality. The municipality can then use these revenues for general municipal purposes.

The opportunity to raise revenues through the municipal hotel occupancy tax was welcomed by many municipalities in the State. The New Jersey League of Municipalities had lobbied the State Legislature for decades in favor of measures such as this one. At the beginning of 2003 when the hotel tax bill was being discussed in the context of the property tax problem, it was argued in its favor that too many local functions are dependent on the property tax as a primary funding source and that municipalities need revenue sources other than the property tax in order to finance increasing expenses without having to overburden local taxpayers. It was also argued that while tourists use a municipality's roads and emergency services, they do not generally pay for them, and it is therefore reasonable that they contribute to reduce the costs by paying this tax, as New Jersey residents do when they visit cities in other states. However, the extent to which hotel occupancy tax revenues will serve to limit property taxes for each participating municipality in the State is still to be determined.

A Revenue-Raising Opportunity

It is too early in the program's history to know how much income this tax will bring to participating municipalities on a yearly basis, and then assess the relative contribution of the tax to the municipal budgets. One would need at least one year's worth of data for each municipality to be able to draw reasonable conclusions. Thus far, the only revenue data available from the State consists of the amount of municipal hotel tax revenues that have been distributed to individual participating municipalities through February 20th, 2004.

The revenue estimates provided below should be considered suggestive rather than definitive. There are a number of limitations to the available data:

1. The data may contain inaccuracies in the posting of municipal hotel tax revenues. Inaccuracies may happen in the process of collecting, reporting, paying, certifying, and finally distributing this tax amount to the municipalities. This is often a problem during the start up phase of a program.

2. The data reflects revenues from a small number of months, ranging from 1 to 4 months,

For example, if the tax provisions of an ordinance became operative on September 1, 2003, hotels within that municipality would have charged and collected the tax since that date, submitted the first payment to the State on October 20th, and subsequent payments on the 20th of each month. In turn, the State would have sent the first payment to the municipality on November 20th, and subsequent payments on the 20th of each month.

See the February 20, 2004 letter by William G. Dressel, Executive Director of the New Jersey League of Municipalities, regarding a "shortfall in municipal revenue from hotel occupancy tax," available at http://www.njslom.org/ml022004b_hoteltax.html. See also the notice posted on the League of Municipalities website, concerning possible reasons for discrepancies in the amounts distributed to participating municipalities to date, available at http://www.njslom.org/hotel_tax_dist.html.
Background Paper: The Municipal Hotel Occupancy Tax (Cont’d)

dependent on the municipality. This is a small base from which to generalize.

(3) The data is seasonal. It reflects revenues from occupancies during only a few months between September 2003 and December 2003. Actual yearly revenues may be either lower or higher than the estimates, depending on when in the year hotels at participating municipalities experience their peak occupancy and charge their highest rates.

Accordingly, Table 1 on page 4 presents estimated municipal hotel occupancy tax revenue figures for 20 of the 134 municipalities that have already adopted ordinances to impose this tax. Up to February 20, 2004, these 20 municipalities have received the largest amounts of revenue from the tax. Table 1 illustrates the actual amount that has been distributed by the State to each up to February 20, 2004 (column B). Based on this data, and taking into consideration the estimated number of months accounted for since the operative date of the tax provisions of individual ordinances, the table also provides the estimated average monthly earnings per municipality at 1 percent tax, the estimated total revenues for one year at 1 percent tax, and the estimated total revenues for one year at 3 percent tax (columns C, D and E, respectively).

According to these calculations, and assuming no change in hotel occupancy rates and prices over time, Table 1 shows that the top 20 municipalities to date may enjoy hundreds of thousands of dollars a year in additional income from the municipal hotel occupancy tax. As illustrated in column E, assuming that municipalities opt for the full 3 percent tax, when the tax increases to 3 percent the estimated revenues for the top 20 earners to date range from over $275,000 to over $875,000 per year.

Earnings data was also available for an additional 74 of the total 134 participating municipalities to date. At a 3 percent tax, approximately 22 of these 74 municipalities would derive between $265,000 and $100,000 per year, 18 would derive between $99,999 and $50,000, about 14 would earn between $49,999 and $25,000 per year, 10 would earn between $24,999 and $10,000, and another 10 would derive between $9,999 and $1,500.

Municipal Hotel Occupancy Tax Revenues and Local Property Taxes

Using the estimates provided here and municipal property tax data for 2003, it is possible to also estimate how significant municipal hotel tax earnings might be in the context of local property taxes. One way of doing this is by looking at these estimates as a percentage of the total property tax levy.

Table 2 on page 5 illustrates the municipal hotel tax revenue estimates calculated for the 20 top earners to date for one year at 3 percent tax, as a percentage of the 2003 total property tax levy in each of these municipalities. According to these calculations, the estimated municipal hotel tax revenue would amount to less than 1 percent of the total tax levy for 16 out of the 20 municipalities listed. The revenues would amount to about 1 percent of the total tax levy for 3 of these municipalities, and only 1 of these 20 municipalities may receive revenues amounting to about 4 percent of the total tax levy.

It will take at least a year before one could draw reliable conclusions concerning revenues from the municipal hotel occupancy tax, and the significance of this tax as a measure for property tax relief for individual New Jersey municipalities. Although the estimated revenues from the municipal hotel occupancy tax may be quite small as a fraction of the total property tax levies in many municipalities, it can be argued that any revenue that comes to a municipality from a source other than the property tax is extremely valuable.
Table 1. Estimated Municipal Hotel Occupancy Tax Revenues For Top 20 Earners To Date

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Estimated Municipal Occupancy Tax Distributed Up To February 20, 2004</th>
<th>Estimated Average Monthly Earnings at 1% Tax</th>
<th>Estimated Total Revenues at 1% Tax in One Year</th>
<th>Estimated Total Revenues at 3% Tax in One Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parsippany</td>
<td>$73,022</td>
<td>$24,341</td>
<td>$292,088</td>
<td>$876,265</td>
</tr>
<tr>
<td>Troy Hills</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Absecon City</td>
<td>$36,536</td>
<td>$18,268</td>
<td>$219,218</td>
<td>$657,653</td>
</tr>
<tr>
<td>Elizabeth City</td>
<td>$45,532</td>
<td>$15,177</td>
<td>$182,127</td>
<td>$546,382</td>
</tr>
<tr>
<td>Mount Laurel</td>
<td>$44,355</td>
<td>$14,785</td>
<td>$177,418</td>
<td>$532,254</td>
</tr>
<tr>
<td>Cherry Hill</td>
<td>$27,137</td>
<td>$13,569</td>
<td>$162,824</td>
<td>$488,472</td>
</tr>
<tr>
<td>Hanover</td>
<td>$53,953</td>
<td>$13,488</td>
<td>$161,859</td>
<td>$485,577</td>
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<tr>
<td>Franklin (Somerset County)</td>
<td>$26,632</td>
<td>$13,316</td>
<td>$159,795</td>
<td>$479,384</td>
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<tr>
<td>Bernards</td>
<td>$24,409</td>
<td>$12,205</td>
<td>$146,456</td>
<td>$439,369</td>
</tr>
<tr>
<td>Millburn</td>
<td>$11,277</td>
<td>$11,277</td>
<td>$135,321</td>
<td>$405,963</td>
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<td>Bridgewater</td>
<td>$10,674</td>
<td>$10,674</td>
<td>$128,088</td>
<td>$384,263</td>
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<tr>
<td>West Windsor</td>
<td>$41,910</td>
<td>$10,477</td>
<td>$125,729</td>
<td>$377,186</td>
</tr>
<tr>
<td>Mahwah</td>
<td>$30,802</td>
<td>$10,267</td>
<td>$123,208</td>
<td>$369,625</td>
</tr>
<tr>
<td>Woodbridge</td>
<td>$29,141</td>
<td>$9,714</td>
<td>$116,565</td>
<td>$349,694</td>
</tr>
<tr>
<td>South Brunswick</td>
<td>$18,997</td>
<td>$9,498</td>
<td>$113,980</td>
<td>$341,941</td>
</tr>
<tr>
<td>Plainsboro</td>
<td>$26,418</td>
<td>$8,806</td>
<td>$105,672</td>
<td>$317,017</td>
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<tr>
<td>Edison</td>
<td>$34,272</td>
<td>$8,568</td>
<td>$102,815</td>
<td>$308,444</td>
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<td>Woodcliff Lake</td>
<td>$24,828</td>
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<td>Morristown</td>
<td>$24,253</td>
<td>$8,084</td>
<td>$97,012</td>
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<td>Morris Twp.</td>
<td>$15,832</td>
<td>$7,916</td>
<td>$94,995</td>
<td>$284,984</td>
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<tr>
<td>Park Ridge</td>
<td>$15,430</td>
<td>$7,715</td>
<td>$92,579</td>
<td>$277,736</td>
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</tbody>
</table>

5 This is the total amount distributed to each municipality up to February 20, 2004.

6 Amount in column (B) divided by the estimated number of months accounted for since the operative date of the tax provisions of each ordinance.

7 Amount in column (C) times 12.

8 Amount in column (D) times 3.
Background Paper: The Municipal Hotel Occupancy Tax (Cont’d)

Table 2. Municipal Hotel Occupancy Tax Revenue Estimate as a Percentage of Local Property Taxes for Top 20 Earners to Date

<table>
<thead>
<tr>
<th>Municipality</th>
<th>(A) Estimated Total Hotel Occupancy Tax Revenues at 3% Tax in One Year⁹</th>
<th>(B) Total Local Property Tax Levy (2003)¹⁰</th>
<th>(C) Estimated Annual Hotel Occupancy Tax Revenues at 3% Tax as a Percentage of the 2003 Tax Levy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parsippany-Troy Hills</td>
<td>$876,265</td>
<td>$133,961,601</td>
<td>0.65%</td>
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<tr>
<td>Absecon City</td>
<td>$657,653</td>
<td>$14,763,376</td>
<td>4.45%</td>
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<tr>
<td>Elizabeth City</td>
<td>$546,382</td>
<td>$129,334,214</td>
<td>0.42%</td>
</tr>
<tr>
<td>Mount Laurel</td>
<td>$532,254</td>
<td>$98,697,217</td>
<td>0.54%</td>
</tr>
<tr>
<td>Cherry Hill</td>
<td>$488,472</td>
<td>$173,512,824</td>
<td>0.28%</td>
</tr>
<tr>
<td>Hanover</td>
<td>$485,577</td>
<td>$40,229,369</td>
<td>1.21%</td>
</tr>
<tr>
<td>Franklin (Somerset County)</td>
<td>$479,384</td>
<td>$125,630,062</td>
<td>0.38%</td>
</tr>
<tr>
<td>Bernards</td>
<td>$439,369</td>
<td>$88,799,906</td>
<td>0.49%</td>
</tr>
<tr>
<td>Millburn</td>
<td>$405,963</td>
<td>$109,742,585</td>
<td>0.37%</td>
</tr>
<tr>
<td>Bridgewater</td>
<td>$384,263</td>
<td>$120,050,473</td>
<td>0.32%</td>
</tr>
<tr>
<td>West Windsor</td>
<td>$377,186</td>
<td>$105,811,292</td>
<td>0.36%</td>
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<td>Mahwah</td>
<td>$369,625</td>
<td>$56,670,221</td>
<td>0.65%</td>
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<td>Woodbridge</td>
<td>$349,694</td>
<td>$185,438,588</td>
<td>0.19%</td>
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<td>South Brunswick</td>
<td>$341,941</td>
<td>$113,487,497</td>
<td>0.30%</td>
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<td>Plainsboro</td>
<td>$317,017</td>
<td>$59,075,353</td>
<td>0.54%</td>
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<tr>
<td>Edison</td>
<td>$308,444</td>
<td>$223,811,703</td>
<td>0.14%</td>
</tr>
<tr>
<td>Woodcliff Lake</td>
<td>$297,937</td>
<td>$22,689,428</td>
<td>1.31%</td>
</tr>
<tr>
<td>Morristown</td>
<td>$291,036</td>
<td>$41,360,122</td>
<td>0.70%</td>
</tr>
<tr>
<td>Morris</td>
<td>$284,984</td>
<td>$73,036,266</td>
<td>0.39%</td>
</tr>
<tr>
<td>Park Ridge</td>
<td>$277,736</td>
<td>$23,182,647</td>
<td>1.20%</td>
</tr>
</tbody>
</table>

⁹ From Table 1, column E.

¹⁰ Data obtained from the Department of Community Affairs.
The Office of Legislative Services provides nonpartisan assistance to the State Legislature in the areas of legal, fiscal, research, bill drafting, committee staffing and administrative services. It operates under the jurisdiction of the Legislative Services Commission, a bipartisan body consisting of eight members of each House. The Executive Director supervises and directs the Office of Legislative Services.

The Legislative Budget and Finance Officer is the chief fiscal officer for the Legislature. The Legislative Budget and Finance Officer collects and presents fiscal information for the Legislature; serves as Secretary to the Joint Budget Oversight Committee; attends upon the Appropriations Committees during review of the Governor's Budget recommendations; reports on such matters as the committees or Legislature may direct; administers the fiscal note process and has statutory responsibilities for the review of appropriations transfers and other State fiscal transactions.

The Office of Legislative Services Central Staff provides a variety of legal, fiscal, research and administrative services to individual legislators, legislative officers, legislative committees and commissions, and partisan staff. The central staff is organized under the Central Staff Management Unit into ten subject area sections. Each section, under a section chief, includes legal, fiscal, and research staff for the standing reference committees of the Legislature and, upon request, to special commissions created by the Legislature. The central staff assists the Legislative Budget and Finance Officer in providing services to the Appropriations Committees during the budget review process.

Individuals wishing information and committee schedules on the FY 2005 budget are encouraged to contact:

Legislative Budget and Finance Office  
State House Annex  
Room 140 PO Box 068  
Trenton, NJ 08625  
(609) 292-8030 • Fax (609) 777-2442