

2016

Hopewell Township Fire District No 1.
Fire District Budget

Hopewelltwpfire.org

Department Of



**Community
Affairs**

Division of Local Government Services

2016 FIRE DISTRICT BUDGET

Certification Section

STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF LOCAL GOVERNMENT SERVICES
BUREAU OF AUTHORITY REGULATION
TRENTON, N.J.

CONDITIONAL CERTIFICATION OF APPROVED BUDGET

It is hereby certified that the approved budget of the Hopewell Township Fire District No. 1 for the fiscal year ending December 31, 2016 made a part hereof complies with the requirements of law and regulation except for the conditions noted below, and approval is given pursuant to N.J.S.A. 40A:5A-11 subject to the correction of such conditions.

1/13/16
Date

By C. M. Zappacchi
Christine M. Zappacchi, Assistant Director
Division of Local Government Services

CONDITIONS

Pursuant to N.J.S.A. 40A:5A-10 and 11 of the Local Authorities Fiscal Control Law and N.J.A.C. 5:31-2.1 et seq., each fire district in the State of New Jersey is required to submit a budget for each fiscal year to the Director of the Division of Local Government Services for review and approval. In accordance with these statutory and regulatory requirements, the Hopewell Township Fire District No. 1 submitted its introduced budget for the fiscal year ending December 31, 2016 to the Director for review and approval. During the review of the 2016 budget for the Authority, it was concluded that an amended resolution for the introduced budget will be adopted on January 14, 2016.

The 2016 budget is approved pending the adoption of the Amended Budget resolution on January 14, 2016.

When the Amended Budget Resolution is adopted, the Fire District should proceed as follows:

Upon the adoption of the Resolution by the Hopewell Township Fire District No. 1, the Fire District may adopt the budget and submit two copies, including pages C-7 and C-8 (which refer to the adoption), to the Division for the Director's approval.

2016

Hopewell Twp Fire District No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2016 to December 31, 2016

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

It is hereby certified that the approved Budget made a part hereof complies with the requirements of law and the rules and regulations of the Local Finance Board, and approval is given pursuant to N.J.S.A. 40A:5A-11.

*State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services*

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

It is hereby certified that the adopted Budget made a part hereof has been compared with the approved Budget previously certified by the Division, and any amendments made thereto. This adopted Budget is certified with respect to such amendments and comparisons only.

*State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services*

By: _____ Date: _____

2016 PREPARER'S CERTIFICATION

Hopewell Twp Fire District No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2016 to December 31, 2016

It is hereby certified that the Fire District Budget, including the annual budget and all schedules attached thereto, represents the Board of Commissioners' resolve with respect to statute in that: all estimates of revenues, including the amount to be raised by taxation to support the district budget, are reasonable, accurate and correctly stated; all items of appropriation are properly set forth; and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Fire District.

It is further certified that all proposed budgeted amounts and totals are correct. Also, I hereby provide reasonable assurance that all assertions contained herein are accurate and all required schedules are completed and attached.

Preparer's Signature:			
Name:	Sarah Ocicki		
Title:	Purchasing Agent		
Address:	201 Washington Crossing – Pennington Road Titusville, NJ 08560		
Phone Number:	609-730-8156	Fax Number:	609-730-1563
E-mail address:	Sarah.ocicki@hopewelltwppfire.org		

2016 PREPARER'S CERTIFICATION OTHER ASSETS

Hopewell Twp Fire District No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2016 to December 31, 2016

It is hereby certified that operating appropriations, as reported in this annual budget on Page F-3, for the acquisition of Other Assets not included as Capital Outlays are Non-Bondable Assets. The Board of Commissioners has determined that the aforementioned Other Asset appropriation(s) do not meet the criteria for bonding pursuant to the Local Bond Law (N.J.S.A. 40A: 2-1 et. seq.) and more specifically, as it pertains to the expected useful life of the asset, pursuant to N.J.S.A. 40A:2-21.

It is further certified that the Other Asset appropriation(s) as reported herein have been determined not to be Capital Assets pursuant to N.J.S.A. 40A:14-84 and 40A:14-85. Therefore, the election has been made to treat such Other Assets as Operating Appropriations: Current Operating Expenses, pursuant to N.J.S.A. 40A: 14-78.6.

Preparer's Signature:			
Name:	Sarah Ocicki		
Title:	Purchasing Agent		
Address:	201 Washington Crossing – Pennington Road Titusville, NJ 08560		
Phone Number:	609-730-8156	Fax Number:	609-730-1563
E-mail address:	Sarah.ocicki@hopewelltwpfire.org		

2016 APPROVAL CERTIFICATION

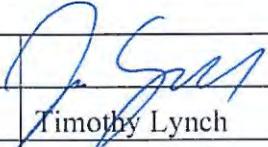
Hopewell Twp Fire District No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2016 to December 31, 2016

It is hereby certified that the Fire District Budget, including all schedules appended hereto, are a true copy of the Annual Budget approved by resolution by the Board of Commissioners of the Fire District, at an open public meeting held pursuant to N.J.A.C. 5:31-2.4, on the 10th day of December, 2015.

It is further certified that the recorded vote appearing in the resolution represents not less than a majority of the full membership of the Board of Commissioners thereof.

Officer's Signature:			
Name:	Timothy Lynch		
Title:	Secretary		
Address:	201 Washington Crossing – Pennington Road Titusville, NJ 08560		
Phone Number:	609-730-8156	Fax Number:	609-730-1563
E-mail address:	tlynch@hopewelltpfire.org		

FIRE DISTRICT INTERNET WEBSITE CERTIFICATION

Fire District's Web Address: www.hopewelltwfire.org

All fire districts shall maintain either an Internet website or a webpage on the municipality's Internet website. The purpose of the website or webpage shall be to provide increased public access to the Fire District's operations and activities. N.J.S.A. 40A:14-70.2 requires the following items to be included on the Fire District's website at a minimum for public disclosure. Check the boxes below to certify the Fire District's compliance with N.J.S.A. 40A:14-70.2.

- A description of the Fire District's mission and responsibilities
- Commencing with 2013, the budgets for the current fiscal year and immediately two prior years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- Commencing with 2012, the annual audits of the most recent fiscal year and immediately two prior years
- The Fire District's rules, regulations and official policy statements deemed relevant by the commissioners to the interests of the residents within the district
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the commissioners, setting forth the time, date, location and agenda of each meeting
- Beginning January 1, 2013, the approved minutes of each meeting of the commissioners including all resolutions of the commissioners and their committees; for at least three consecutive fiscal years
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Fire District
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Fire District, but shall not include volunteers receiving benefits under a Length of Service Award Program (LOSAP).

It is hereby certified by the below authorized representative of the Fire District that the Fire District's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:14-70.2 as listed above. A check in each of the above boxes signifies compliance.

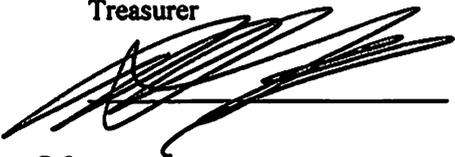
Name of Officer Certifying compliance

Michael Cseremsak

Title of Officer Certifying compliance

Treasurer

Signature



2016 FIRE DISTRICT BUDGET RESOLUTION Hopewell Twp Fire District No. 1

FISCAL YEAR: January 1, 2016 to December 31, 2016

WHEREAS, the Annual Budget for the Hopewell Township Fire District No. 1 (the "Fire District") for the fiscal year beginning January 1, 2016 and ending December 31, 2016 has been presented before the Board of Commissioners of the Fire District at its open public meeting of *December 10, 2015*; and

WHEREAS, the budget as introduced is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.); and,

WHEREAS, the Annual Budget as introduced reflects Total Revenues of **\$3,765,301**, which includes an amount to be raised by taxation of **\$ 3,342,683**, and Total Appropriations of **\$3,765,301**; and

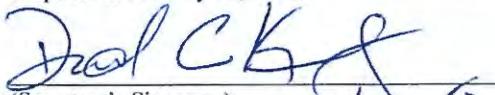
WHEREAS, the amount to be raised by taxation to support the district budget shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District has taken into account the assessed valuation of taxable property in the Fire District;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on *December 10, 2015* that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2016 and ending December 31, 2016 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Fire District's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on *January 14, 2016*.


(Secretary's Signature)
DONALD C. KINTZEL

12/10/15
(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Michael Cseremsak 2ND	✓			
Donald Kintzel 1ST	✓			
Joseph Lenarski				
Timothy Lynch				✓
Michael Chipowsky	✓			

Township of Hopewell
Fire District No. 1
Resolution No. 2016-02
RESOLUTION TO AMEND BUDGET
FISCAL YEAR: From January 1, 2016 to December 31, 2016

WHEREAS, the district budget for the year ending December 31, 2016 was introduced on the 10th day of December, 2015 and

WHEREAS, the public hearing on said budget has been held as advertised; and

WHEREAS, it is desired to amend said budget, now

THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Hopewell Township Fire District No. 1 that the following amendments to the introduced budget for the year ending December 31, 2016 be made:

ANTICIPATED REVENUES

	<u>FROM</u>	<u>TO</u>
Unrestricted Fund Balance		
Total Fund Balance Utilized	\$ 236,000	\$ 253,000
Total Revenues and Fund Balance Utilized	\$ 422,618	\$ 439,618
Amount to be Raised by Taxation to Support the District Budget	\$ 3,342,683	\$ 3,342,774
Total Anticipated Revenues	\$ 3,765,301	\$ 3,782,392

ANTICIPATED APPROPRIATIONS

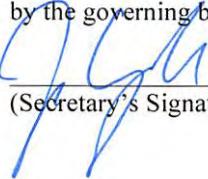
	<u>FROM</u>	<u>TO</u>
Total Cost of Operations and Maintenance	\$ 2,737,488	\$ 2,737,675
Total Appropriations Offset with Revenue	\$ 83,096	\$ 100,000
Total Anticipated Budget Appropriations	\$ 3,765,301	\$ 3,782,392

LEVY CAP SUMMARY

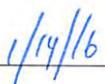
Amount Utilized from Levy Cap Bank from 2014	\$ 129,999	\$ 0
--	------------	------

BE IT FURTHER RESOLVED, that two certified copies of this resolution be filed forthwith with the Director of Local Government Services of his certification of the district budget so amended.

IT IS HEREBY CERTIFIED, that this is a true copy of a resolution amending the budget, adopted by the governing body on the 14th day of January, 2016.



 (Secretary's Signature)



 (Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Cseremsak	X Second			
Kintzel	X Move			
Lenarski	X			
Lynch				X
Chipowsky	X			

2016 ADOPTION CERTIFICATION

Hopewell Twp Fire District No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2016 to December 31, 2016

It is hereby certified that the Fire District Budget annexed hereto is a true copy of the Budget adopted by the Board of Commissioners of the Fire District, pursuant to N.J.A.C. 5:31-2.4, on the *14th* day of *January, 2016*.

Officer's Signature:			
Name:	Timothy Lynch		
Title:	Secretary		
Address:	201 Washington Crossing – Pennington Road Titusville, NJ 08560		
Phone Number:	609-730-8156	Fax Number:	609-730-1563
E-mail address:	tlynch@hopewelltwpfire.org		

2016 ADOPTED BUDGET RESOLUTION

Hopewell Twp Fire District No. 1

FISCAL YEAR: January 1, 2016 to December 31, 2016

WHEREAS, the Annual Budget for the Hopewell Township Fire District No. 1 (the "Fire District") for the fiscal year beginning January 1, 2016 and ending December 31, 2016, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of *January 14, 2016*; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. seq.); and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 3,782,392, which includes amount to be raised by taxation of \$3,342,774, and Total Appropriations of \$3,782,392; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount to be raised by taxation for the ensuing year;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on *January 14, 2016* that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2016 and ending December 31, 2016, is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$ 3,782,392, which includes amount to be raised by taxation of \$3,342,774, and Total Appropriations of \$3,782,392; and

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.



 (Secretary's Signature)

1/14/16

 (Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Michael Cseremsak	X Second			
Donald Kintzel	X Move			
Joseph Lenarski	X			
Timothy Lynch				X
Michael Chipowsky	X			

2016 FIRE DISTRICT BUDGET

Narrative and Information Section

2016 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Hopewell Twp Fire District No. 1

FISCAL YEAR: January 1, 2016 to December 31, 2016

Answer all questions below. Attach additional pages and schedules as needed.

1. Complete a brief statement on the 2016 proposed Annual Budget and make comparison to the 2015 adopted budget. Explain any variances over +/-10% for each line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item.

The total 2016 budget appropriations will increase by \$264,456.00 in comparison to the 2015 adopted budget. Part of this increase is a result of an increase in administration costs, including 2016 pension contributions. In addition, \$200,000.00 was allocated to future capital outlays. These increases were offset by reductions in Total Appropriations Offset with Revenue and Debt Service Principal & Interest payments.

Other Administration Costs have increased from 2015 mainly due to funds required for a licensed engineer. Other increases include budgeting of funds for costs associated with printing a newsletter, relocation of funds for volunteer recruitment, membership dues in State Association of Fire Districts, polo shirts for the board, computer software maintenance contracts, and additional funding for maintenance and repairs to a fire house.

2. Complete a brief statement on the impact the proposed Annual Budget will have on the Amount to be Raised by Taxation to support the district budget and on the Restricted and Unrestricted Fund Balance(s). Explain increases or decreases in the tax rate and utilization of fund balances. If Unrestricted Fund Balance is reduced by more than 10%, explain the projected impact on the following year's budget.

The amount to be raised by taxation in the proposed 2016 budget will increase by \$226,184 in comparison to the 2015 adopted budget; thus causing the tax rate per \$100.00 of assessed valuation to increase to \$.084. The District will utilize \$253,000.00 of Unrestricted Fund Balance in the 2016 budget to enable the fire district to reduce the increase of the tax rate.

The Unrestricted Fund Balance is predicted to remain sufficiently funded to enable the fire district to utilize these funds to balance future budgets. However, the fire district is exploring ways to increase the revenues to some funding from motor vehicle accident reimbursement for emergency medical services from insurance companies.

The Commissioners will continue to strictly oversee the budget to ensure compliance and funding for the 2016 & 2017 budgets. The fire protection of the citizens and property owners will be the mandate of the fire commissioners. The commissioners are well aware of future responsibilities of the public and will take measures to ensure public safety and compliance with state mandates.

3. Include a statement explaining how the Fire District is complying with the Property Tax Levy Cap. The statement must explain reasons for exceeding the Levy Cap and identify the appropriations that caused the Fire District to exceed the Levy Cap, and how they are being addressed by a referendum.

The Fire District has utilized its undesignated fund balance to balance the budget and stay within the 2% Property Tax Levy Cap to be in compliance. The Fire District is not requesting any cap waiver in 2016.

4. If the Fire District plans to pass a Resolution for the Release of Restricted Fund Balance, explain the reason and purposes of the appropriation.

None

5. Complete a brief statement on the Annual Budget's proposed capital appropriations and payment methods, including debt service for the proposed budget year and for future years.

The Fire District continues to pay down the capital/lease debt service of the Hopewell Borough and Pennington Borough Fire Districts for fire apparatus payments, self contained breathing apparatus; the Fire District also continues to pay down the capital/lease debt service of the Union Company Fire & Rescue Squad and Hopewell Valley Emergency Services for self contained breathing apparatus, radios, and ambulances. Further listing of equipment is listed on the F-6 Financial Page.

6. If the proposed Annual Budget contains an amount for a Cash Deficit of the Preceding Year pursuant to N.J.S.A. 40A:14-78.6, then explain the reasons for the occurrence of the deficit.

Not Applicable.

7. Does the Annual Budget appropriate such sums as it may deem necessary for the purchase of first aid, ambulance, rescue, or other emergency vehicles, equipment, supplies and materials for use by a duly incorporated association, pursuant to N.J.S.A. 40A:14-85.1? If so, provide the organization's incorporated name and amounts.

Yes, Pennington First Aid Squad, Pennington, New Jersey: \$65,000

8. Complete the following based on the municipal assessor's latest information pursuant to N.J.S.A. 54:4-35:

Total Assessed Valuation of District	\$3,979,191,258
Proposed Tax Rate per \$100 of Assessed Valuation	\$0.084

9. Is the Fire District providing for a first year funding appropriation to establish a length of service award program (LOSAP) in this year's budget subject to public referendum thereof?

No	XXX	Yes		If yes, how much is appropriated?	\$	
----	-----	-----	--	-----------------------------------	----	--

If the public question is defeated, is the Board of Commissioners aware that the budget must be amended to delete the LOSAP appropriation amount and that the Amount to be Raised by Taxation to Support the Budget must be reduced by a like amount?

No		Yes	XXX
----	--	-----	-----

FIRE DISTRICT CONTACT INFORMATION

2016

Please complete the following information regarding this Fire District. All information requested below must be completed.

Name of Fire District:	Hopewell Township Fire District No. 1		
Address:	201 Washington Crossing – Pennington Road		
City, State, Zip:	Titusville	NJ	08560
Phone: (ext.)	609-730-8156	Fax:	609-730-1563

Preparer's Name:	Sarah Ocicki		
Preparer's Address:	201 Washington Crossing – Pennington Road		
City, State, Zip:	Titusville	NJ	08560
Phone: (ext.)	609-730-8156	Fax:	609-730-1563
E-mail:	Sarah.ocicki@hopewelltwfire.org		

Chairman:	Michael Chipowsky		
Phone: (ext.)	609-730-8156	Fax:	609-730-1563
E-mail:	mchipowsky@comcast.net		

Secretary/Treasurer:	Timothy Lynch / Michael Cseremsak		
Phone: (ext.)	609-730-8156	Fax:	609-730-1563
E-mail:	tlynch@hopewelltwfire.org / mcseremsak@gmail.com		

Name of Auditor:	Jarred Corn – Jennifer Bertino		
Name of Firm:	Bowman & Company, LLP		
Address:	601 White Horse Road		
City, State, Zip:	Voorhees	NJ	08043-2493
Phone: (ext.)	856-438-6200	Fax:	856-435-0440
E-mail:	jcorn@bowmanllp.com		

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE

Hopewell Twp Fire District No. 1 (Fire District Name and Number)

FISCAL YEAR: January 1, 2016 to December 31, 2016

Answer all questions below completely and attach additional information as required.

- 1) Provide the number of regular voting members of the governing body: 5
- 2) Provide the number of alternate voting members of the governing body: 0
- 3) Did any current or former commissioner or officer have a family or business relationship with any other current or former commissioner or officer during the current fiscal year? NO If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Fire District.
- 4) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Fire District file the form as required? YES If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.
- 5) Does the Fire District have any amounts receivable from current or former commissioners, officers, or employees? NO If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Fire District.
- 6) Was the Fire District a party to a business transaction with one of the following parties:
 - a. A current or former commissioner, officer, or employee? NO
 - b. A family member of a current or former commissioner, officer, or employee? NO
 - c. An entity of which a current or former commissioner, officer, or employee (or family member thereof) was an officer or direct or indirect owner? NO

If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, or employee (or family member thereof) of the Fire District; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.
- 7) Did the Fire District provide any of the following to or for a commissioner, officer, or any other employee of the Fire District:
 - a. First class or charter travel NO
 - b. Travel for companions NO
 - c. Tax indemnification and gross-up payments NO
 - d. Discretionary spending account NO
 - e. Housing allowance or residence for personal use NO
 - f. Payments for business use of personal residence NO
 - g. Vehicle/auto allowance or vehicle for personal use NO
 - h. Health or social club dues or initiation fees NO
 - i. Personal services (i.e.: maid, chauffeur, chef) NO

If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Hopewell Twp Fire District No. 1 (Fire District Name and Number)

FISCAL YEAR: January 1, 2016 to December 31, 2016

- 8) Attach a list of the Fire District's vehicles including make, model and year, and indicate to whom the vehicles are assigned and their positions. If a vehicle is not assigned to a specific individual and is available to all authorized District personnel, indicate "motor pool."

Veh #	Year	Vehicle Make Vehicle Model	Assigned or Motor Pool
1	1989	Haul-Rite Boat Trailer	Motor Pool
2	1990	Peterbilt Pumper Tanker	Motor Pool
4	1999	KME Aerial Fire Truck	Motor Pool
5	2000	Ford Brush Vehicle	Motor Pool
6	2000	Ford Ambulance	Motor Pool
7	2002	Fire Safety Education Trailer	Motor Pool
8	2003	Ford Expedition	Motor Pool
9	2003	Ford Crew Cab Utility Pick Up	Motor Pool
10	2003	International Fire Truck	Motor Pool
11	2004	Pierce Fire Truck	Motor Pool
12	2014	Ford Ambulance	Motor Pool
14	2006	Ford Explorer	Motor Pool

15	2010	Haul Rite Boat Trailer	Motor Pool
16	2010	Chevy Tahoe	Assigned Chief of Emergency Services

- 9) Did the Fire District make any payments to current or former commissioners or employees for severance or termination? **NO** *If "yes," attach explanation including amount paid.*
- 10) Did the Fire District make any payments to current or former commissioners or employees that were contingent upon the performance of the Fire District or that were considered discretionary bonuses? **NO** *If "yes," attach explanation including amount paid.*
- 11) Does the Fire District contract with another entity (i.e.: volunteer fire company, neighboring municipality, etc.) to provide fire protection or EMS services within the Fire District? **YES**
- 12) If the answer to #11 above is "yes," did the Fire District execute a written agreement with the entity that details the services that the entity will provide and the amount to be paid by the Fire District to the entity for the services provided? **YES** *If "yes," attach a copy of the agreement. If "no," attach a description of the arrangement for services with the entity including the services provided and the basis for the amount paid by the Fire District to the entity. Also explain why the Fire District does not have a formal written agreement with the entity.*
- 13) Does the Fire District have a Length of Service Award Program (LOSAP) plan? **YES**

If "yes," indicate a) the year it was implemented; 2001

b) the total number of volunteer members presently eligible to participate; Approximately 97

c) the total number of volunteer members presently vested; Approximately 67

d) whether the annual contribution for each vested member is fixed or based on an automatic increase; Increases are per CPI adjustments published by DLGS.

e) the total LOSAP budgeted for the current year; \$238,785.00 for all organizations

f) whether the Fire District has required the Plan Contractor to submit its annual financial statement to the Director of the Division of Local Government Services pursuant to N.J.A.C. 5:30-14.49. Annual LOSAP Audit is submitted to DLGS

FIRE DISTRICT SCHEDULE OF COMMISSIONERS AND OFFICERS
Hopewell Twp Fire District No. 1
(Fire District Name and Number)

FISCAL YEAR: January 1, 2016 to December 31, 2016

Complete the attached table for all persons required to be listed per #1-2 below.

- 1) List all of the Fire District's current commissioners and officers and amount of compensation from the Fire District and any other public entities as defined below. Enter zero if no compensation was paid.

<i>Michael Chipowsky, Chairman</i>	<i>\$4,470.00</i>
<i>Michael Cseremsak, Treasurer</i>	<i>\$4,492.50</i>
<i>Joseph Lenarski, Vice Chairman</i>	<i>\$3,135.00</i>
<i>Timothy Lynch, Secretary</i>	<i>\$3,135.00</i>
<i>Donald C. Kintzel, Commissioner</i>	<i>\$4,942.50</i>

- 2) List all of the Fire District's former commissioners and officers who received more than \$10,000 in reportable compensation from the Fire District and any other public entities during the most recent fiscal year completed.

Commissioner: A member of the governing body of the Fire District with voting rights. Include alternates for purposes of this schedule.

Officer: A person elected or appointed to manage the Fire District's daily operations at any time during the year, such as the chairperson, vice-chairperson, secretary, or treasurer. For the purposes of this schedule, treat the Fire District's top management official and top financial official as officers, if applicable. A member of the governing body may be both a commissioner and an officer for the purposes of this schedule.

Compensation: All forms of cash and non-cash payments or benefits provided in exchange for services, including salaries and wages, bonuses, severance payments, deferred payments, retirement benefits, fringe benefits, and other financial arrangements or transactions such as personal vehicles, meals, housing, personal and family education benefits, below-market loans, payment of personal or family travel, entertainment, and personal use of the Fire District's property. Compensation includes payments and other benefits provided to both employees and independent contractors in exchange for services.

Reportable compensation: The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the calendar year 2014.

Other Public Entity: Any municipality, county, local authority, fire district, or other government unit, regardless of whether it is related in any way to the Fire District either by function or by physical location.

None

2016 FIRE DISTRICT BUDGET

Financial Schedules Section

Instructions:

Input requested information in highlighted boxes only. Information input into yellow boxes will automatically fill throughout the rest of the workbook. Please round to the nearest whole dollar. No pennies.

The Levy Cap worksheets simplify data entry by having the user enter most data on support pages and some from this sheet. By filling in the highlighted cells on this page, each worksheet will reflect the information and automatically calculate the formulas on each individual worksheet.

Enter the name of the fire district and county below. This will populate the name of the fire district and the county throughout the workbook.

Name of Fire District:
County:

Hopewell Township Fire District #1
Mercer County

Levy Cap Calculation Summary

2015 Adopted Budget - Amount to be Raised by Taxation	\$	3,116,591
Cap Bank Available from 2013 (See Levy Cap Certification)		-
Cap Bank Available from 2014 (See Levy Cap Certification)		129,999
Cap Bank Available from 2015 (See Levy Cap Certification)		-
Cap Bank Used from 2013		
Cap Bank Used from 2014		
Cap Bank Used from 2015		
Changes in Service Provider (+/-)		
DLGS Approved Adjustments		
Cancelled or Unexpended Referendum Amount (Enter as a positive number)		
Assessed Valuation of District for adopted budget		3,968,357,958
New Ratables - Increase in Valuations (New Construction and Additions)		10,833,300
Adopted Fire District Tax Rate (three decimals) per \$100		\$0.079
Projected Tax Rate based upon Proposed Levy		0.084006367

2016 Budget Summary

Hopewell Township Fire District #1 Mercer County

	<u>2016 Proposed Budget</u>	<u>2015 Adopted Budget</u>	<u>\$ Increase (Decrease) Proposed vs. Adopted</u>	<u>% Increase (Decrease) Proposed vs. Adopted</u>
REVENUES AND FUND BALANCE UTILIZED				
Total Fund Balance Utilized	\$ 253,000	\$ 251,608	\$ 1,392	0.6%
Total Miscellaneous Anticipated Revenues	4,321	-	4,321	#DIV/0!
Total Sale of Assets	-	-	-	#DIV/0!
Total Interest on Investments & Deposits	3,835	3,835	-	0.0%
Total Other Revenue	78,462	43,000	35,462	82.5%
Total Operating Grant Revenue	-	-	-	#DIV/0!
Total Revenues Offset with Appropriations	<u>100,000</u>	<u>102,903</u>	<u>(2,903)</u>	-2.8%
Total Revenues and Fund Balance Utilized	439,618	401,346	38,272	9.5%
Amount to be Raised by Taxation to Support Budget	<u>3,342,774</u>	<u>3,116,591</u>	<u>226,184</u>	7.3%
Total Anticipated Revenues	<u>3,782,392</u>	<u>3,517,937</u>	<u>264,456</u>	7.5%
APPROPRIATIONS				
Total Administration	357,163	305,183	51,980	17.0%
Total Cost of Operations & Maintenance	2,737,675	2,732,403	5,272	0.2%
Total Appropriations Offset with Revenue	100,000	87,903	12,097	13.8%
Total Appropriated for Duly Incorporated First Aid/Rescue Squad	-	-	-	#DIV/0!
Total Deferred Charges	-	-	-	#DIV/0!
Cash Deficit, Preceeding Year (N.J.S.A. 40A:14-78.6)	-	-	-	#DIV/0!
Length of Service Award Program (LOSAP) Contribution (P.L.1997,c.388)	238,785	238,085	700	0.3%
Total Capital Appropriations	200,000	-	200,000	#DIV/0!
Total Principal Payments on Debt Service	129,632	132,855	(3,223)	-2.4%
Total Interest Payments on Debt	<u>19,137</u>	<u>21,508</u>	<u>(2,371)</u>	-11.0%
Total Appropriations	<u>3,782,392</u>	<u>3,517,937</u>	<u>264,456</u>	7.5%
ANTICIPATED SURPLUS (DEFICIT)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	#DIV/0!

2016 Revenue Schedule

Hopewell Township Fire District #1 Mercer County

	2016 Proposed Budget	2015 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
Fund Balance Utilized				
Unrestricted Fund Balance	\$ 253,000	\$ 251,608	\$ 1,392	0.6%
Restricted Fund Balance	-	-	-	#DIV/0!
Total Fund Balance Utilized	253,000	251,608	1,392	0.6%
Miscellaneous Anticipated Revenues				
Shared Services (N.J.S.A. 40A:65-1 et seq.)			-	#DIV/0!
Joint Purchasing Agreements (N.J.S.A. 40A:10 & 11)			-	#DIV/0!
Emergency Assistance (N.J.S.A. 40A:14-26)			-	#DIV/0!
Municipal Assistance (N.J.S.A. 40A:14-34)	4,321		4,321	#DIV/0!
Municipal Assistance - Adjoin (N.J.S.A. 40A:14-35)			-	#DIV/0!
Contracts - Volunteer Fire Co (N.J.S.A. 40A:14-68)			-	#DIV/0!
Leases - Local Municipality (N.J.S.A. 40A:14-83)			-	#DIV/0!
Rental Income			-	#DIV/0!
Total Miscellaneous Anticipated Revenues	4,321	-	4,321	#DIV/0!
Sale of Assets (List Individually)				
			-	#DIV/0!
Total Sale of Assets	-	-	-	#DIV/0!
Interest on Investments & Deposits (List Accounts Separately)				
Hopewell Valley Community Bank - General #3241	200	200	-	0.0%
Hopewell Valley Community Bank - Stmt Savings #0238	900	900	-	0.0%
Hopewell Valley Community Bank - Chkg Acct #3266	2,620	2,620	-	0.0%
NJ Cash Management Account No. 4171	115	115	-	0.0%
Total Interest on Investments & Deposits	3,835	3,835	-	0.0%
Other Revenue (List in Detail)				
Reimbursement from Hopewell Borough Fire District	39,000	37,000	2,000	5.4%
Special Duty Events	2,500	2,500	-	0.0%
Pennington Borough Government - BLS Services	3,000	3,500	(500)	-14.3%
Healthcare Employee Share Reimbursement	33,962		33,962	#DIV/0!
Total Other Revenue	78,462	43,000	35,462	82.5%
Operating Grant Revenue (List in Detail)				
Supplemental Fire Service Act (P.L.1985,c.295)			-	#DIV/0!
			-	#DIV/0!
Total Operating Grant Revenue	-	-	-	#DIV/0!
Revenues Offset with Appropriations				
<u>Uniform Fire Safety Act (P.L.1983,c.383)</u>				
Reserves Utilized			-	#DIV/0!
Annual Registration Fees	100,000	87,903	12,097	13.8%
Penalties and Fines		15,000	(15,000)	-100.0%
Other Revenues			-	#DIV/0!
Total Uniform Fire Safety Act	100,000	102,903	(2,903)	-2.8%
<u>Other Revenues Offset with Appropriations (List)</u>				
			-	#DIV/0!
Total Other Revenues Offset with Appropriations	-	-	-	#DIV/0!
Total Revenues Offset with Appropriations	100,000	102,903	(2,903)	-2.8%
TOTAL REVENUES AND FUND BALANCE UTILIZED	\$ 439,618	\$ 401,346	\$ 38,272	9.5%

2016 Appropriation Schedule

Hopewell Township Fire District #1 Mercer County

	2016 Proposed Budget	2015 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
Administration - Personnel				
Salary & Wages (excluding Commissioners)	\$ 56,286	\$ 48,036	\$ 8,250	17.2%
Commissioners	\$ 20,625	\$ 20,625	-	0.0%
Fringe Benefits	41,977	41,634	343	0.8%
Total Administration - Personnel	118,888	110,295	8,593	7.8%
Administration - Other (List)				
Other Admin Expense #1	238,275	194,888	43,387	22.3%
			-	#DIV/0!
			-	#DIV/0!
Contingent Expenses			-	#DIV/0!
Other Assets, Non-Bondable #1			-	#DIV/0!
Other Assets, Non-Bondable #2			-	#DIV/0!
Other Assets, Non-Bondable #3			-	#DIV/0!
Total Administration - Other	238,275	194,888	43,387	22.3%
Total Administration	357,163	305,183	51,980	17.0%
Cost of Operations & Maintenance - Personnel				
Salary & Wages	1,005,620	910,462	95,158	10.5%
Fringe Benefits	537,349	492,245	45,104	9.2%
Total Operations & Maintenance - Personnel	1,542,969	1,402,707	140,262	10.0%
Cost of Operations & Maintenance - Other (List)				
Cost of Operations - Other Expenses	1,133,006	1,144,346	(11,340)	-1.0%
			-	#DIV/0!
			-	#DIV/0!
Contingent Expenses			-	#DIV/0!
Other Assets, Non-Bondable #1 - HVES	28,500	49,500	(21,000)	-42.4%
Other Assets, Non-Bondable #2 - Union Fire	30,500	132,300	(101,800)	-76.9%
Other Assets, Non-Bondable #3 - Union Rescue	2,700	3,550	(850)	-23.9%
Total Operations & Maintenance - Other	1,194,706	1,329,696	(134,990)	-10.2%
Total Operations & Maintenance	2,737,675	2,732,403	5,272	0.2%
Appropriations Offset with Revenue - Personnel				
Salary & Wages	60,550	60,550	-	0.0%
Fringe Benefits	22,546	27,353	(4,807)	-17.6%
Total Appropriations Offset with Revenue - Personnel	83,096	87,903	(4,807)	-5.5%
Appropriations Offset with Revenue - Other (List)				
Other Expense #1	16,904		16,904	#DIV/0!
Other Expense #2			-	#DIV/0!
Other Expense #3			-	#DIV/0!
Contingent Expenses			-	#DIV/0!
Other Assets, Non-Bondable #1			-	#DIV/0!
Other Assets, Non-Bondable #2			-	#DIV/0!
Other Assets, Non-Bondable #3			-	#DIV/0!
Total Appropriations Offset with Revenue - Other	16,904	-	16,904	#DIV/0!
Total Appropriations Offset with Revenue	100,000	87,903	12,097	13.8%
Duly Incorporated First Aid/Rescue Squad Associations				
Vehicles			-	#DIV/0!
Equipment			-	#DIV/0!
Materials & Supplies			-	#DIV/0!
Total Duly Incorporated First Aid/Rescue Squad Associations	-	-	-	#DIV/0!
Emergency Appropriations & Deferred Charges (List)				
Emergency Appropriation #1			-	#DIV/0!
Emergency Appropriation #2			-	#DIV/0!
Emergency Appropriation #3			-	#DIV/0!
Deferred Charge #1 (cite statute)			-	#DIV/0!
Deferred Charge #2 (cite statute)			-	#DIV/0!
Declared State of Emergency (N.J.S.A. 40A:4-45.45 10b)			-	#DIV/0!
Total Deferred Charges	-	-	-	#DIV/0!
Cash Deficit, Preceding Year (N.J.S.A. 40A:14-78.6)			-	#DIV/0!
Length of Service Award Program (LOSAP) Contribution (N.J.S.A. 40A:14-78.6)	238,785	238,085	700	0.3%
Total Capital Appropriations	200,000	-	200,000	#DIV/0!
Total Principal Payments on Debt Service	129,632	132,855	(3,223)	-2.4%
Total Interest Payments on Debt	19,137	21,508	(2,371)	-11.0%
TOTAL APPROPRIATIONS	\$ 3,782,392	\$ 3,517,937	\$ 264,456	7.5%

2016 Schedule of Salaries and Benefits

Hopewell Township Fire District #1 Mercer County

<i>Administrative Positions Excluding Commissioners (List Individually)</i>	<i>Number of Staff</i>	<i>Annual Wages</i>	<i>2016 Proposed Budget Salary & Wages</i>	<i>PERS Contribution</i>	<i>PFRS Contribution</i>	<i>Employee Group Health Insurance</i>	<i>Other Fringe Benefits</i>	<i>2016 Proposed Budget Fringe Benefits</i>
Purchasing Agent	1	\$ 49,523	\$ 49,523	\$ 14,406		\$ 21,000	\$ 6,571	\$ 41,977
Purchasing Agent - Overtime	1	2,000	2,000					-
Purchasing Agent - Sick Leave BB	1	953	953					-
Purchasing Agent - Comp Time BB	1	2,857	2,857					-
Purchasing Agent - Annual Leave BB	1	953	953					-
			-					-
			-					-
			-					-
Total Administration			\$ 56,286	\$ 14,406	\$ -	\$ 21,000	\$ 6,571	\$ 41,977

<i>Operation & Maintenance Positions (List Individually)</i>	<i>Number of Staff</i>	<i>Annual Wages</i>	<i>2016 Proposed Budget Salary & Wages</i>	<i>PERS Contribution</i>	<i>PFRS Contribution</i>	<i>Employee Group Health Insurance</i>	<i>Other Fringe Benefits</i>	<i>2016 Proposed Budget Fringe Benefits</i>
Emergency Services Specialist - 8	1	\$ 525,674	\$ 525,674		\$ 157,938	\$ 248,760	\$ 130,651	\$ 537,349
SEE ATTACHED SCHEDULE	1	479,946	479,946					-
			-					-
			-					-
			-					-
			-					-
			-					-
			-					-
			-					-
			-					-
			-					-
			-					-
			-					-
			-					-
			-					-
			-					-
Total Operation & Maintenance			\$ 1,005,620	\$ -	\$ 157,938	\$ 248,760	\$ 130,651	\$ 537,349

<i>Salary Offset by Revenue Positions (List Individually)</i>	<i>Number of Staff</i>	<i>Annual Wages</i>	<i>2016 Proposed Budget Salary & Wages</i>	<i>PERS Contribution</i>	<i>PFRS Contribution</i>	<i>Employee Group Health Insurance</i>	<i>Other Fringe Benefits</i>	<i>2016 Proposed Budget Fringe Benefits</i>
Fire Official - Hpwl Valley Emergency Svcs	1	\$ 60,550	\$ 60,550			\$ 11,880	\$ 10,666	\$ 22,546
Position #2			-					-
Position #3			-					-
Position #4			-					-
Position #5			-					-
Position #6			-					-
Position #7			-					-
Position #8			-					-
Total Offset by Revenue			\$ 60,550	\$ -	\$ -	\$ 11,880	\$ 10,666	\$ 22,546

Total Administration, Operations & Offset by Revenue			\$ 1,122,456	\$ 14,406	\$ 157,938	\$ 281,640	\$ 147,888	\$ 601,872
---	--	--	---------------------	------------------	-------------------	-------------------	-------------------	-------------------

<i>Operation & Maintenance Positions (List Individually)</i>	<i>Number of Staff</i>	<i>Annual Wages</i>	<i>2016 Proposed Budget Salary & Wages</i>	<i>PERS Contribution</i>	<i>PFRS Contribution</i>	<i>Employee Group Health Insurance</i>	<i>Other Fringe Benefits</i>	<i>2016 Proposed Budget Fringe Benefits</i>
Compensation Buy Back - Specialist (8)	1	30,328	30,328					-
Sick Leave Buy Back - Specialist (8)	1	10,110	10,110					-
Annual Leave Buy Back - Specialist (8)	1	10,110	10,110					-
Lts - Hpwl Valley Emergency Svcs (2)	1	162,361	162,361					-
Compensation Buy Back - Lts (2)	1	9,367	9,367					-
Sick Leave Buy Back - Lts (2)	1	3,123	3,123					-
Annual Leave Buy Back - Lts (2)	1	3,123	3,123					-
Fire Official Promotion	1	5,200	5,200					-
Chief - Hpwl Valley Emergency Svcs	1	57,384	57,384					-
Compensation Buy Back - Chief HVES (1)	1	6,804	6,804					-
Sick Leave Buy Back - Chief HVES (1)	1	2,268	2,268					-
Annual Leave Buy Back - Chief HVES (1)	1	2,268	2,268					-
Salaries Per Diems Acct #104	1	95,000	95,000					-
Regular Overtime Acct #105	1	80,000	80,000					-
Special Duty Wages Acct #106	1	2,500	2,500					-
Total Operation & Maintenance			\$ 479,946	\$ -	\$ -	\$ -	\$ -	\$ -

2016 Proposed Capital Budget

Hopewell Township Fire District #1 Mercer County

CAPITAL IMPROVEMENTS (N.J.S.A. 40A:14-84)

<i>List Project Separately</i>	<i>Asset Type</i>	<i>Date of Local Finance Board Approval</i>	<i>Date of Voter Approval</i>	<i>Affirmative Vote Percentage</i>	<i>2016 Proposed Budget</i>	<i>2015 Adopted Budget</i>
Capital Improvement #1						
Capital Improvement #2						
Capital Improvement #3						
Capital Improvement #4						
Capital Improvement #5						
Capital Improvement #6						
Capital Improvement #7						
Total Capital Improvements					-	-

DOWN PAYMENTS (N.J.S.A. 40A:14-85)

<i>List Project Separately</i>	<i>Asset Type</i>	<i>Date of Local Finance Board Approval</i>	<i>Date of Voter Approval</i>	<i>Affirmative Vote Percentage</i>	<i>2016 Proposed Budget</i>	<i>2015 Adopted Budget</i>
Capital Improvement #1						
Capital Improvement #2						
Capital Improvement #3						
Capital Improvement #4						
Capital Improvement #5						
Capital Improvement #6						
Capital Improvement #7						
Total Down Payments					-	-
Total Capital Improvements & Down Payments					-	-

RESERVE FOR FUTURE CAPITAL OUTLAYS

TOTAL CAPITAL APPROPRIATIONS

200,000
\$ 200,000 \$ -

- Capital Appropriations Offset with Restricted Fund
- Capital Appropriations Offset with Grants
- Capital Appropriations Offset with Unrestricted Fund

5 Year Debt Service Schedule - Principal

**Hopewell Township Fire District #1
Mercer County**

	Date of Voter Approval	% of Voter Approval	Date of Local Finance Board Approval	Current Year (2015)	2016	2017	2018	2019	2020	2021	Thereafter	Total Principal Outstanding
General Obligation Bonds												
General Obligation Bond #1												\$ -
General Obligation Bond #2												-
General Obligation Bond #3												-
General Obligation Bond #4												-
Total Principal - General Obligation Bonds				-	-	-	-	-	-	-	-	-
Bond Anticipation Notes												
HpwI Boro - Quint 52 - til 2015	02/19/05			33,600								-
HpwI Boro - SCBA til 2022	02/18/12	71% n/a		3,854	4,220	4,220	4,220	4,220	4,220	4,220	4,220	29,540
HpwI Boro - Tkr til 2022	12/09/10	93% n/a		11,288	11,275	11,666	12,089	12,518	12,962	13,418	28,290	102,218
Penn Boro - SCBA til 2022	02/18/12	71% n/a		9,213	9,443	9,669	9,900	10,138	10,380	10,629	11,837	71,996
Total Principal - BANs				57,955	24,938	25,555	26,209	26,876	27,562	28,267	44,347	203,754
Capital Leases												
Capital Lease #1												-
Capital Lease #2												-
Capital Lease #3												-
Capital Lease #4												-
Total Principal - Capital Leases				-	-	-	-	-	-	-	-	-
Intergovernmental Loans												
HpwI Boro - SSV 52 til 2016	12/09/10	93%	10/08/10	4,900	4,694							4,694
Intergovernmental #2												-
Intergovernmental #3												-
Intergovernmental #4												-
Total Principal - Intergovernmental Loans				4,900	4,694	-	-	-	-	-	-	4,694
Other Bonds or Notes Payable												
HpwI Twp - SCBA's til 2017	02/18/12	71%	08/08/12	45,000	50,000	50,000						100,000
HpwI Twp - Ambulance til 2020	02/16/13	68%	08/14/13	25,000	25,000	25,000	25,000	25,000	25,000			125,000
HpwI Twp - Ambulance til 2022	02/21/15	60%	04/22/15		25,000	25,000	25,000	25,000	25,000	25,000	25,000	175,000
Other Bonds or Notes #4												-
Total Principal - Other Bonds or Notes				70,000	100,000	100,000	50,000	50,000	50,000	25,000	25,000	400,000
TOTAL PRINCIPAL ALL OBLIGATIONS				\$ 132,855	\$ 129,632	\$ 125,555	\$ 76,209	\$ 76,876	\$ 77,562	\$ 53,267	\$ 69,347	\$ 608,448

Enter each debt issuance separately according to type of debt obligation above. Enter the principal due for each year indicated and thereafter until maturity.

5 Year Debt Service Schedule - Interest

Hopewell Township Fire District #1 Mercer County

	Current Year (2015)	2016	2017	2018	2019	2020	2021	Thereafter	Total Interest Payments Outstanding
<i>General Obligation Bonds</i>									
General Obligation Bond #1									\$ -
General Obligation Bond #2									-
General Obligation Bond #3									-
General Obligation Bond #4									-
Total Interest - General Obligation Bonds	-	-	-	-	-	-	-	-	-
<i>Bond Anticipation Notes</i>									
HpwI Boro - Quint 52 - til 2015	5,600								-
HpwI Boro - SCBA til 2022	1,221	1,034	886	739	591	443	295	148	4,136
HpwI Boro - Tkr til 2022	3,577	3,627	3,236	2,813	2,384	1,940	1,484	1,511	16,995
Penn Boro - SCBA til 2022	1,946	1,726	1,499	1,267	1,030	787	538	284	7,131
Total Interest Payments - BANs	12,344	6,387	5,621	4,819	4,005	3,170	2,317	1,943	28,262
<i>Capital Leases</i>									
Capital Lease #1									-
Capital Lease #2									-
Capital Lease #3									-
Capital Lease #4									-
Total Interest Payments - Capital Leases	-	-	-	-	-	-	-	-	-
<i>Intergovernmental Loans</i>									
HpwI Boro - SSV 52 til 2016									-
Intergovernmental #2									-
Intergovernmental #3									-
Intergovernmental #4									-
Total Interest Payments - Intergovernmental	-	-	-	-	-	-	-	-	-
<i>Other Bonds or Notes Payable</i>									
HpwI Twp - SCBA's til 2017	3,988	2,750	1,375						4,125
HpwI Twp - Ambulance til 2020	5,176	4,313	3,450	2,588	1,725	863			12,938
HpwI Twp - Ambulance til 2022		5,688	4,875	4,063	3,250	2,438	1,625	813	22,750
Other Bonds or Notes #4									-
Total Interest Payments - Other Bonds or Notes	9,164	12,750	9,700	6,650	4,975	3,300	1,625	813	39,813
TOTAL INTEREST ALL OBLIGATIONS	\$ 21,508	\$ 19,137	\$ 15,321	\$ 11,469	\$ 8,980	\$ 6,470	\$ 3,942	\$ 2,756	\$ 68,075

Enter each debt issuance separately according to type of debt obligation on the "Debt Service - Principal" tab. The debt issuance description will carry to this schedule from data entered on that worksheet. Enter the interest payment due for each year indicated and thereafter until maturity.

2016 Fund Balance Reconciliation

Hopewell Township Fire District #1 Mercer County

UNRESTRICTED FUND BALANCE

Beginning balance January 1, 2015 (1)	\$ 1,620,908
Less: Utilized in 2015 Adopted Budget	251,608
Proposed balance available	<u>1,369,300</u>
Estimated results of operations for the year ending December 31, 2015	
Anticipated balance December 31, 2015	<u>1,369,300</u>
Less: Fund Balance utilized in 2016 Proposed Budget	253,000
Proposed balance after utilization in 2016 Proposed Budget	<u><u>\$ 1,116,300</u></u>

RESTRICTED FUND BALANCE

Beginning balance January 1, 2015 (1)	\$ 466,569
Less: Utilized in 2015 Adopted Budget	-
Proposed balance available	<u>466,569</u>
Estimated results of operations for the year ending December 31, 2015	
Anticipated balance December 31, 2015	<u>466,569</u>
Less: Restricted Fund Balance used in 2016 Proposed Budget for Capital Purposes	
Less: Restricted Fund Balance released via Referendum Resolution	-
Proposed balance after utilization in 2016 Proposed Budget	<u><u>\$ 466,569</u></u>

(1) This line item must agree to audited financial statements.

2016 Referendums

Hopewell Township Fire District #1 Mercer County

Summary of Referendum Line Items	2016 Proposed Budget Amount Requested	2015 Final Budget
Total Referendum Line Items	\$ -	\$ -

Tax Levy Requested minus Maximum Allowable Levy \$ -
 As this page is adjusted this amount changes, should = \$0
 (For Reference Purposes Only - from Levy Cap Summary based on
 Information provided by the district- see instructions.)

Summary of Release of Restricted Fund Balance Referendum Line Items	2016 Proposed Budget Amount Requested	2015 Final Budget
Total Release of Restricted Fund Balance	\$ -	\$ -

2016 Levy Cap Summary

Hopewell Township Fire District #1 Mercer County

LEVY CAP CALCULATION

Prior Year Amount to be Raised by Taxation for Fire District Purposes	\$	3,116,591
Changes in Service Provider (+/-)		-
DLGS Approved Adjustments		-
Net Prior Year Tax Levy for Municipal Purposes for Cap Calculation		3,116,591
Plus: 2% Cap Increase		62,332
ADJUSTED TAX LEVY PRIOR TO EXCLUSIONS		3,178,923

Exclusions

Shared Service Exclusion		-
Change in Total Debt Service Appropriation		-
Allowable Pension Increases		37,022
Allowable Increase in Health Care Costs		9,179
Changes in LOSAP Contributions (+/-)		700
Extraordinary Costs due to a "Declared" Emergency		-
Net Capital Improvement Fund and/or Down Payment on Improvements and Reserve for Future Capital Outlays		200,000
Total Exclusions		246,901

Less: Cancelled or Unexpended Referendum Amounts		-
Increase in Ratable Valuation (New Construction/Additions)	\$	10,833,300
Prior Year Local Fire District Tax Rate (3 decimals/\$100)		\$0.079
ADJUSTED TAX LEVY		3,434,382

Amount Utilized from Levy Cap Bank from 2013		-
Amount Utilized from Levy Cap Bank from 2014		-
Amount Utilized from Levy Cap Bank from 2015		-
Maximum Tax Levy Before Referendum		3,434,382
Amount Proposed for Levy Cap Referendum		-
MAXIMUM ALLOWABLE AMOUNT TO BE RAISED BY TAXATION	\$	3,434,382

CAP BANK CALCULATION

Amount to be Raised by Taxation	\$	3,342,774
Cap Bank Available from Prior Year (2013) for 2016 Budget		-
Cap Bank Available from Prior Year (2014) for 2016 Budget		129,999
Revised Cap Bank from Prior Year (2014) Available for 2017 Budget		129,999
Cap Bank Available from Prior Year (2015) for 2016 Budget		-
Revised Cap Bank from Prior Year (2015) Available for 2017 Budget		-
Cap Bank from Current Year (2016) Available for 2017 Budget		91,608
Cap Bank Available from 2016 for 2017 Budget	\$	91,608

2016 Levy Cap Exclusion Calculations

Hopewell Township Fire District #1 Mercer County

PENSION CONTRIBUTION CALCULATION

2016 Proposed Budget PERS Contribution Appropriated	\$	14,406
2016 Proposed Budget PFRS Contribution Appropriated		157,938
Anticipated Revenues for Fringe Benefits Directly Offsetting Pension Costs		-
Net 2016 Base Amount		172,344
2015 Adopted Budget PERS Contribution (former Page SS-5A Line 1 Total)		13,262
2015 Adopted Budget PFRS Contribution (former Page SS-5A Line 2 Total)		122,060
Realized Revenues for Fringe Benefits Directly Offsetting Pension Costs		-
Net 2015 Base Amount		135,322
Pension Contribution Exclusion	\$	37,022

LOSAP CALCULATION

2016 Proposed Budget LOSAP Appropriation	\$	238,785
20154 Adopted Budget LOSAP Appropriation		238,085
LOSAP Exclusion (+/-)	\$	700

DEBT SERVICE CALCULATION

2016 Proposed Budget Total Debt Service Appropriation	\$	148,769
2015 Adopted Budget Total Debt Service Appropriation		154,363
Debt Service Exclusion	\$	-

CAPITAL APPROPRIATION CALCULATION

2016 Proposed Budget Total Capital Appropriation	\$	200,000
2016 Proposed Budget Capital Appropriation Offset from Restricted Fund		-
2016 Proposed Budget Capital Appropriation Offset from Grant Revenue		-
###		-
2016 Base Amount		200,000
2015 Adopted Budget Total Capital Appropriation		-
2015 Adopted Budget Capital Appropriation Offset from Restricted Fund		-
2015 Adopted Budget Capital Appropriation Offset from Grant Revenue		-
2015 Adopted Budget Capital Appropriation Offset from Unrestricted Fund		-
2015 Base Amount		-
Capital Expenditure Exclusion	\$	200,000

HEALTH INSURANCE EXCLUSION CALCULATION

SFY 2016		5.8%
2016 Proposed Budget Administration Health Insurance Appropriation	\$	21,000
2016 Proposed Budget Operations & Maintenance Health Insurance Appropriation		248,760
2016 Proposed Budget Group Health Insurance		269,760
2015 Adopted Budget Administration Health Insurance Appropriation (former Page SS-5A Line 3 Admin)		21,180
2015 Adopted Budget Operations & Maintenance Health Insurance Appropriation (former Page SS-5A Line 3 Operation & Maintenance)		220,382
2015 Adopted Budget Group Health Insurance		241,562
Net Increase (Decrease)		28,198
Net Increase Divided by 2015 Amount Budgeted = % Increase		11.67%
SFY 2016 State Health Average <u>5.8%</u> Less 2% = % Increase Added to Current Levy		3.80%
% Increase less % Increase Exclusion = % Increase Inside Cap		7.87%
% Increase Inside Cap * 2015 Expended = Added Amount Inside Cap	\$	19,019
% Increase Exclusion * 2015 Expended = 2016 Appropriation Added to Levy	\$	9,179
Amount Above the Levy Exclusion (Actual Increase - State Health Benefit Average)	\$	14,187
2016 Increase in Appropriation	\$	28,198

Fire District Schedule of Commissioners and Officers (Continued)

**Hopewell Township Fire District #1
Mercer County**

		Reportable Compensation from Fire District (W-2/ 1099)				Estimated amount of other compensation from the Fire District (health benefits, pension, etc.)		Total Compensation from Fire District		Names of Other Public Entities where Individual is an Employee or Member of the Governing Body		Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column N	Reportable Compensation from Other Public Entities (W-2/ 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Former Officer	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)								
1 Matthew Martin	Chief, Emer Svcs	40	x		\$ 116,765			\$ 22,546	\$ 139,311				\$ -	\$ -	\$ 139,311
2 Michael Chipowsky	Chairman	2	x		4,470				4,470				-	-	4,470
3 Michael Cseremsak	Treasurer	2	x		4,943				4,943				-	-	4,943
4 Donald C. Kintzel	Commission at Large	2	x		4,943				4,943				-	-	4,943
5 Joseph Lenarski	Vice Chairman	2	x		3,135				3,135				-	-	3,135
6 Timothy Lynch	Secretary	2	x		3,135				3,135				-	-	3,135
7 Daniel Schulman	Fire Lieutenant	40		x	80,277				80,277				-	-	80,277
8 Jonathan Moore	Fire Lieutenant	40		x	80,277				80,277				-	-	80,277
9									-				-	-	-
10									-				-	-	-
11									-				-	-	-
12									-				-	-	-
13									-				-	-	-
14									-				-	-	-
15									-				-	-	-
Total:					\$ 297,945	\$ -	\$ -	\$ 22,546	\$ 320,491				\$ -	\$ -	\$ 320,491

Enter the total number of employees/ independent contractors who received more than \$100,000 in total reportable compensation for the most recent fiscal year completed:

1

Schedule of Health Benefits - Detailed Cost Analysis

Hopewell Township Fire District #1
Mercer County

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost								
Single Coverage	5	\$ 11,880	\$ 59,400	4	\$ 11,700	\$ 46,800	\$ 12,600	26.9%
Parent & Child	1	19,440	19,440	1	15,360	15,360	4,080	26.6%
Employee & Spouse (or Partner)	1	21,180	21,180	1	21,180	21,180	-	0.0%
Family	6	32,460	194,760	6	31,380	188,280	6,480	3.4%
Employee Cost Sharing Contribution (enter as negative -)								#DIV/0!
Subtotal	13		294,780	12		271,620	23,160	8.5%
Commissioners - Health Benefits - Annual Cost								
Single Coverage	0	-	-	0	-	-	-	#DIV/0!
Parent & Child	0	-	-	0	-	-	-	#DIV/0!
Employee & Spouse (or Partner)	0	-	-	0	-	-	-	#DIV/0!
Family	0	-	-	0	-	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)								#DIV/0!
Subtotal	0		-	0		-	-	#DIV/0!
Retirees - Health Benefits - Annual Cost								
Single Coverage	0	-	-	0	-	-	-	#DIV/0!
Parent & Child	0	-	-	0	-	-	-	#DIV/0!
Employee & Spouse (or Partner)	0	-	-	0	-	-	-	#DIV/0!
Family	0	-	-	0	-	-	-	#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)								#DIV/0!
Subtotal	0		-	0		-	-	#DIV/0!
GRAND TOTAL	13		\$ 294,780	12		\$ 271,620	\$ 23,160	8.5%

Is medical coverage provided by the SHBP (Yes or No)?

Yes

Is prescription drug coverage provided by the SHBP (Yes or No)?

Yes

Schedule of Accumulated Liability for Compensated Absences

Hopewell Township Fire District #1
Mercer County

Complete the below table for the Fire District's accrued liability for compensated absences.

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at January 1, 2015	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit (check applicable items)		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Matthew Martin	2587.13	\$ 138,411			X
Sarah Ocicki	75	1,615			X
Robert Bailey	164.63	4,493	X		
Ashley Coble	130.63	3,548	X		
Andrew Fosina	437.12	15,714	X		
Damian Lyness	53.75	1,245	X		
Jonathan Moore	216.25	7,962			X
John Schafer	627.63	22,457	X		
Daniel Schulman	1107.05	40,883			X
Deron Williams	15.61	561	X		
Joshua Wilson	273	9,861	X		
	IN HOURS				
Total liability for accumulated compensated absences at January 1, 2015		\$ 246,751			

TOWNSHIP OF HOPEWELL FIRE DISTRICT NO. 1
Governmental Funds
Balance Sheet
December 31, 2014

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Capital Projects Fund</u>	<u>Debt Service Fund</u>	<u>Total Governmental Funds</u>
ASSETS:					
Cash and Cash Equivalents	\$ 2,649,278.58		\$ 12,128.12		\$ 2,661,406.70
Accounts Receivable	9,842.25				9,842.25
Intergovernmental Accounts Receivable: State	<u>367.00</u>				<u>367.00</u>
Total Assets	<u><u>\$ 2,659,487.83</u></u>	<u>-</u>	<u><u>\$ 12,128.12</u></u>	<u>-</u>	<u><u>\$ 2,671,615.95</u></u>
LIABILITIES AND FUND BALANCES:					
Liabilities:					
Accounts Payable	\$ 300,179.88		\$ 5,653.95		\$ 305,833.83
Payroll Deductions Payable	1,624.73				1,624.73
Intergovernmental Accounts Payable: State	<u>1,613.47</u>				<u>1,613.47</u>
Total Liabilities	<u>303,418.08</u>	<u>-</u>	<u>5,653.95</u>	<u>-</u>	<u>309,072.03</u>
Fund Balances:					
Restricted:					
Capital Projects	434,004.11		6,474.17		440,478.28
New Jersey Unemployment Trust Fund	9,065.11				9,065.11
Dedicated Penalties	17,025.52				17,025.52
Assigned:					
Other Purposes	23,458.88				23,458.88
Designated for Subsequent Year's Expenditures	251,608.00				251,608.00
Unassigned	<u>1,620,908.13</u>				<u>1,620,908.13</u>
Total Fund Balances	<u>2,356,069.75</u>	<u>-</u>	<u>6,474.17</u>	<u>-</u>	<u>2,362,543.92</u>
Total Liabilities and Fund Balances	<u><u>\$ 2,659,487.83</u></u>	<u>-</u>	<u><u>\$ 12,128.12</u></u>	<u>-</u>	

(Continued)

**CERTIFICATION OF NEW CONSTRUCTION/IMPROVEMENTS/
PARTIAL ASSESSMENTS**
(N.J.S.A. 40A:4-45.44 et seq.)

Municipality: HOPEWELL

County: MERCER

Fire District Code: F01

Total Number of Fire Districts: 3

File Form CNC-3 by October 25 of the Current Tax Year for All Fire Districts in the Municipality

N.J.S.A. 40A:4-45.44 et seq. provides for a statutory exception to the budget cap imposed on fire districts. It uses, in part, the revenue generated by new construction and improvements in a fire district which were not reflected in the prior year's Tax List.

ASSESSOR: ENTER DATA ON LINES 1 THROUGH 2C, SIGN AND DATE THE FORM, THEN IMMEDIATELY FORWARD FORM CNC-3 TO THE TAX COLLECTOR FOR COMPLETION. SEE REVERSE SIDE.

1. For reference only: Provide the aggregate assessed value for the fire district as filed on the current Tax Year's January 10th Tax List. This is the fire district value as of October 1st of the pre-tax year before Added Assessments.

\$ 2,429,835,500 (1)

2. Provide the total valuation (not prorated) of new construction and improvements from the Added Assessment List filed on October 1st of the current tax year (Line 2a) minus the total valuation of any Added Assessment tax appeal reductions from the prior tax year (Line 2b) for the adjusted total valuation of new construction and improvements (Line 2c). Do not include Omitted Added Assessments, prior year Added Assessments, Omitted Assessments, or property transferred from the Exempt List to the Tax Assessment List, or any land, whether subdivided or not on Line 2a

\$ 8,684,100 (2a)

— \$ _____ (2b)

= \$ _____ (2c)

Deborah Fox
Assessor Signature

10/15/15
Date

TAX COLLECTOR

3. Provide the Fire District Tax Rate from the current tax year (expressed as a decimal, \$ per hundred).

.079 (3)

4. Amount of permitted revenue increase =
Line 2c * Line 3
(N.J.S.A. 40A:4-45.45)

\$ 6,860.44 (4)

Mary Kennedy Gadek C.T.C.
Tax Collector Signature

10/15/15
Date

**CERTIFICATION OF NEW CONSTRUCTION/IMPROVEMENTS/
PARTIAL ASSESSMENTS**

(N.J.S.A. 40A:4-45.44 et seq.)

Municipality: HOPEWELL

County: MERCER

Fire District Code: F02

Total Number of Fire Districts: 3

File Form CNC-3 by October 25 of the Current Tax Year for All Fire Districts in the Municipality

N.J.S.A. 40A:4-45.44 et seq. provides for a statutory exception to the budget cap imposed on fire districts. It uses, in part, the revenue generated by new construction and improvements in a fire district which were not reflected in the prior year's Tax List.

ASSESSOR: ENTER DATA ON LINES 1 THROUGH 2C, SIGN AND DATE THE FORM, THEN IMMEDIATELY FORWARD FORM CNC-3 TO THE TAX COLLECTOR FOR COMPLETION. SEE REVERSE SIDE.

1. For reference only: Provide the aggregate assessed value for the fire district as filed on the current Tax Year's January 10th Tax List. This is the fire district value as of October 1st of the pre-tax year before Added Assessments.

\$ 851,376,200 (1)

2. Provide the total valuation (not prorated) of new construction and improvements from the Added Assessment List filed on October 1st of the current tax year (Line 2a) minus the total valuation of any Added Assessment tax appeal reductions from the prior tax year (Line 2b) for the adjusted total valuation of new construction and improvements (Line 2c). Do not include Omitted Added Assessments, prior year Added Assessments, Omitted Assessments, or property transferred from the Exempt List to the Tax Assessment List, or any land, whether subdivided or not on Line 2a

\$ 1,497,800 (2a)

— \$ _____ (2b)

= \$ _____ (2c)

[Signature]
Assessor Signature

10/15/15
Date

TAX COLLECTOR

3. Provide the Fire District Tax Rate from the current tax year (expressed as a decimal, \$ per hundred).

.079 (3)

4. Amount of permitted revenue increase =
Line 2c * Line 3
(N.J.S.A. 40A:4-45.45)

\$ 1,183.26 (4)

[Signature]
Tax Collector Signature

10/15/15
Date

**CERTIFICATION OF NEW CONSTRUCTION/IMPROVEMENTS/
PARTIAL ASSESSMENTS**

(N.J.S.A. 40A:4-45.44 et seq.)

Municipality: HOPEWELL

County: MERCER

Fire District Code: F03

Total Number of Fire Districts: 3

File Form CNC-3 by October 25 of the Current Tax Year for All Fire Districts in the Municipality

N.J.S.A. 40A:4-45.44 et seq. provides for a statutory exception to the budget cap imposed on fire districts. It uses, in part, the revenue generated by new construction and improvements in a fire district which were not reflected in the prior year's Tax List.

ASSESSOR: ENTER DATA ON LINES 1 THROUGH 2C, SIGN AND DATE THE FORM, THEN IMMEDIATELY FORWARD FORM CNC-3 TO THE TAX COLLECTOR FOR COMPLETION. SEE REVERSE SIDE.

1. For reference only: Provide the aggregate assessed value for the fire district as filed on the current Tax Year's January 10th Tax List. This is the fire district value as of October 1st of the pre-tax year before Added Assessments.

\$ 687,146,258 (1)

2. Provide the total valuation (not prorated) of new construction and improvements from the Added Assessment List filed on October 1st of the current tax year (Line 2a) minus the total valuation of any Added Assessment tax appeal reductions from the prior tax year (Line 2b) for the adjusted total valuation of new construction and improvements (Line 2c). Do not include Omitted Added Assessments, prior year Added Assessments, Omitted Assessments, or property transferred from the Exempt List to the Tax Assessment List, or any land, whether subdivided or not on Line 2a

\$ 651,400 (2a)

- \$ _____ (2b)

= \$ _____ (2c)

Deborah Fox
Assessor Signature

10/15/15
Date

TAX COLLECTOR

3. Provide the Fire District Tax Rate from the current tax year (expressed as a decimal, \$ per hundred).

.079 (3)

4. Amount of permitted revenue increase =
Line 2c * Line 3
(N.J.S.A. 40A:4-45.45)

\$ 514.61 (4)

Marie K... CTR
Tax Collector Signature

10/15/15
Date



State of New Jersey
 Department of Community Affairs
 Division of Local Government Services
 Bureau of Authority Regulation
 Fire District Levy Cap Certification for Fiscal Year 2016

Fire District: Hopewell Township Fire District No. 1
 Municipality: Titusville
 County: Mercer
 FD-Code: 1106-01

2015 Levy Cap Calculation Summary

Maximum Allowable Amount to be Raised by Taxation: **\$3,116,591**
 Amount to be Raised by Taxation: **\$3,116,591**

Activity By Calendar Years	Allowable	Applied In	Used From	Expired	Available
2015	\$0	\$0	\$0	\$0	\$0
2014	\$130,000	\$0	\$1	\$0	\$129,999
2013	\$0	\$0	\$0	\$0	\$0
2012	\$0	\$0	\$0	\$0	\$0
2011	\$0	\$0	\$0	\$0	\$0
Levy Cap Bank Totals	\$129,999	\$0	\$1	\$0	\$129,999