

LOCAL GOVT SERVICES
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2016

Gloucester Township Fire District No. 4 Fire District Budget

<http://www.gtfd4.org>

And

<http://www.blackwoodfire.org/>

Department Of



**Community
Affairs**

Division of Local Government Services

2016 FIRE DISTRICT BUDGET

Certification Section

2016

Gloucester Township Fire District No. 4

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: *Christine M. Zappucchi* Date: *2/3/16*

2016 PREPARER'S CERTIFICATION

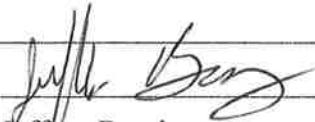
Gloucester Township Fire District No. 4

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:	Jeffrey Bowley		
Title:	CPA		
Address:	27 W Church St. Blackwood, NJ 08012		
Phone Number:	856.228.8006	Fax Number:	856.228.3629
E-mail address:	Jeff.bowley@jwbco.net		

2016 PREPARER'S CERTIFICATION OTHER ASSETS


Gloucester Township Fire District No. 4

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:	Jeffrey Bowley		
Title:	CPA		
Address:	27 W Church St. Blackwood, NJ 08012		
Phone Number:	856.228.8006	Fax Number:	856.228.3629
E-mail address:	Jeff.bowley@jwbco.net		

2016 APPROVAL CERTIFICATION

Gloucester Township Fire District No. 4

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 18th day of November, 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:	Warren Stout		
Title:	Treasurer		
Address:	14 Central Ave. Blackwood, NJ 08012		
Phone Number:	856.227.7037	Fax Number:	856.227.2494
E-mail address:	wstout@gtfd4.org		

FIRE DISTRICT INTERNET WEBSITE CERTIFICATION

Fire District's Web Address: http://www.gafd4.org and http://www.blackwoodfire.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

WARREN M. STOUT

Title of Officer Certifying compliance

COMMISSIONER

Signature

Warren M. Stout

2016 FIRE DISTRICT BUDGET RESOLUTION

Gloucester Township Fire District No. 4

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

WHEREAS, the Annual Budget for the Gloucester Township Fire District No. 4 (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 November 16, 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 \$1,901,686, which includes an amount to be raised by taxation of \$1,298,721, and Total Appropriations of \$1,901,686; 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 November 16, 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 December 30, 2015.

(Secretary's Signature)

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent

2016 ADOPTION CERTIFICATION

Gloucester Township Fire District No. 4

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 30th day of December, 2015.

Officer's Signature:	<i>Warren M. Stout</i>		
Name:	Warren Stout		
Title:	Treasurer		
Address:	14 Central Ave. Blackwood, NJ 08012		
Phone Number:	856.227.7037	Fax Number:	856.227.2494
E-mail address:	wstout@gtfd4.org		

2016 ADOPTED BUDGET RESOLUTION

Gloucester Township Fire District No. 4

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

WHEREAS, the Annual Budget for the Gloucester Township Fire District No. 4 (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 December 30, 2015; 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

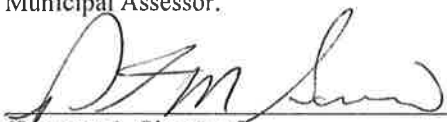
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 1,511,983, which includes amount to be raised by taxation of \$1,330,018, and Total Appropriations of \$1,511,983; and

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 December 30, ~~2015~~²⁰¹⁵ 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 \$1,511,983, which includes amount to be raised by taxation of \$1,330,018, and Total Appropriations of \$1,511,983; 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)

12/30/15
 (Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
J. McCANN	✓			
M. SIMONE	✓			
D. VANNONI	✓			
M. COUCOULES	✓			
W. STOUT	✓			

2016 FIRE DISTRICT BUDGET

Narrative and Information Section

2016 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Gloucester Township Fire District No. 4

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

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

***See Appendix A & B Attached for Answers 1 - 7**

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.
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.
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.
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.
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.
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.
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.
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	\$ 653,663,800
Proposed Tax Rate per \$100 of Assessed Valuation	.00189

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	<input checked="" type="checkbox"/>	Yes		If yes, how much is appropriated?	\$
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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	
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2016 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Gloucester Township Fire District No. 4

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

Appendix A

	2016 Proposed Budget	2015 Current Year Final Budget	\$ Diff	% Diff
Admin - Personnel				
SALARIES & WAGES	\$35,150	\$31,392	\$3,758	12.0%
COMMISSIONERS	\$20,100	\$20,400	(\$300)	-1.5%
CHIEF STIPEND	\$2,400	\$0	\$2,400	100.0%
FRINGE BENEFITS	\$44,584	\$56,617	(\$12,033)	-21.3%
Total Admin Personnel	\$102,234	\$108,409	(\$6,175)	-5.7%
Admin - Other				
ELECTION	\$1,700	\$1,700	\$0	0.0%
OFFICE EXPENSES	\$6,900	\$6,300	\$600	9.5%
PROFESSIONAL FEES	\$61,700	\$71,700	(\$10,000)	-13.9%
MISCELLANEOUS	\$600	\$600	\$0	0.0%
Total Admin Operating Expenses	\$70,900	\$80,300	(\$9,400)	-11.7%
Total Admin	\$173,134	\$188,709	(\$15,575)	-8.3%
Cost of Operations - Operating				
ADVERTISING	\$2,000	\$2,000	\$0	0%
INSURANCE	\$32,400	\$31,500	\$900	2.9%
MAINTENANCE AND REPAIRS	\$128,500	\$113,100	\$15,400	13.6%
FEES AND PERIODICALS	\$1,100	\$1,100	\$0	0.0%
RENTAL CHARGES	\$197,000	\$176,000	\$21,000	11.9%
FUEL & MATERIALS EXPENSE	\$12,500	\$17,000	(\$4,500)	-26.5%
TRAINING & EDUCATION	\$36,400	\$11,800	\$24,600	208.5%
UNIFORMS	\$13,300	\$11,300	\$2,000	17.7%
UTILITIES	\$30,600	\$29,700	\$900	3.0%
PROMOTIONS	\$13,500	\$14,400	(\$900)	-6.3%
REIMBURSEMENTS - CLOTHING & FOOD	\$14,000	\$11,000	\$3,000	27.3%
SFS GRANTS	\$4,450	\$4,450	\$0	0.0%
TELEPHONE	\$7,500	\$8,700	(\$1,200)	-13.8%
Total Additional Operating Expenses Operations	\$493,250	\$432,050	\$61,200	14.2%
Cost of Operations - Other Assets, Non-Bondable				
NEW FIRE EQUIPMENT	\$23,000	\$23,000	\$0	0.0%
COMMUNICATION EQUIPMENT	\$3,500	\$3,000	\$500	14.3%
OFFICE EQUIPMENT	\$3,000	\$5,000	(\$2,000)	-66.7%
SHOP EQUIPMENT	\$1,000	\$1,000	\$0	0.0%
COMPUTER EQUIPMENT	\$10,000	\$0	\$10,000	100.0%
MAPS/COMPRESSORS	\$1,800	\$1,800	\$0	0.0%
BUILDING MAINTENANCE AND REPAIR	\$10,000	\$20,000	(\$10,000)	-100.0%
FIRE STATIONS #2 SAFETY IMPR. & RENOVATIONS	\$35,000	\$20,000	\$15,000	42.9%
RESERVE FOR RENT IMPROVEMENTS	\$0	\$40,000	(\$40,000)	-100.0%
AIR PACKS/ HOSES	\$5,000	\$5,000	\$0	0.0%
Total Additional Cost of Operations Other Assets	\$92,300	\$118,800	(\$26,500)	-22.3%
Total Cost of Operations and Maintenance	\$585,550	\$550,850	\$34,700	6.3%

Gloucester Township Fire District No. 4

FISCAL YEAR: January 1, 2016 to December 31, 2016
2016 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

1. Explanation of Variances

Explanation of Revenue variances of +/- 10%

1. **Unrestricted Fund Balance:** The fire districts budget includes the salary for a retiring mechanic in the amount of \$103,499. The mechanic is retiring at the end of 2015, but has the option to decline retirement and remained employed by the fire district in 2016. In addition, the budget includes amounts budget for fringe benefits and PERS associated with the retiring mechanic. Thus, the fire district plans to utilize significantly less than the amount included in the budget from the unrestricted balance. The fire district has also included amounts from the unrestricted fund balance as part of the current year's budget to pay for non-reoccurring expenses such as improvements to the firehouse and tuition for a new mechanic.
2. **Sale of Assets:** The fire district has approved the purchase of a new Bureau of Fire Prevention vehicle and is in turn selling the old one.
3. **Interest Income:** The district has spent down a large amount of money they have had reserved in the money market account earning interest after paying off the cost of construction on station # 2 and utilizing reserves for the budget.
4. **Other Revenues:** The district experienced an increase in revenue from other UFSA activities over the last year and has budgeted accordingly for the expected revenue increases.
5. **Safer Grant:** The safer grant was only a two year grant that expired at the end of 2015. However, the fire district did not utilize the full amount of the grant during the two year period and has been granted an extension to use the remaining balance. The paperwork regarding the grant is enclosed with the budget.

Explanation of Appropriations variances of +/- 10%

1. **Administrative Salaries and Wages:** The amount has increased partially over last year due to raises and increased overtime. The line item also includes a stipend for the chief not budgeted for in prior years.
2. **Administrative Fringe Benefits:** Workman's compensation insurance for the volunteers was properly moved from an administrative cost to a costs of operations.
3. **Fringe Benefits:** The amount of workman's compensation increased largely over last year due to a large number of claims. Policy premiums have nearly doubled. Also, amounts budgeted for volunteers was moved from an administrative fringe benefit to a costs of operations.
4. **UFSA Suppression and Prevention:** The annual expenditure has decreased.

Explanation of Appropriations variances of +/- 10% (continued)

5. **Total Capital Appropriations:** The district approved the purchase of a new Bureau of Fire Prevention vehicle in the amount of \$40,000.

Appendix B - Gloucester Township Fire District No. 4

Explanation of Variances on Appendix A of +/- 10%

1. Professional Fees: The fire district reduced costs for professional IT services.
2. Maintenance and Repairs: With the current mechanic retiring the fire district will have to send out the trucks for more repairs vs. having the mechanic complete them.
3. Rental Charges: The fire district approved a contract for increased rents on the building because of improvements made to the building.
4. Fuel and materials expenses: The price of fuel has dropped dramatically and as a result the costs incurred by the fire district is lower.
5. Training and Education: The fire district has agreed to send a career firefighter to PENCO Tech to replace the retiring mechanic.
6. Uniforms: The fire district has under budgeted for the costs of new uniforms in prior years and is now properly funding the line item.
7. Reimbursements clothing & food: The fire district has increased the line item to account for the costs associated with reimbursing the volunteers for expenses incurred during extended stations hours during emergencies.
8. Telephone: The fire district switched over to Comcast resulting in reduced pricing.
9. Communication Equipment: Additional communication equipment is needed for communication out in the field.
10. Office Equipment: The district replaced some office equipment in prior years resulting in a reduced amount of funding in the current year.
11. Computer Equipment: The line item for computer equipment is for the purchase of laptops for the fire trucks to be utilized in the field.
12. Building maintenance and repair: As a result of agreeing to an increase in rents the landlord, The Blackwood Volunteer Fire Company, will be responsible for more of the maintenance costs associated with the upkeep of the building.
13. Fire Station #2 Safety Improvements: The rehabilitation of fire station #2 is nearly complete but the fire district still needs to install a sprinkler system in the building. The current year funding is to budget for the new sprinkler system.
14. Reserve for Rent Improvements: The district is no longer budgeting for rental improvements. The fire district agreed to a new rental contract for increased rents instead.

2. Proposed Impact

The impact of the proposed budget will push the amount to be raised by taxation to the maximum allowable amount. In addition to utilizing the annual additional increase in the levy cap and increase from new construction the district is using \$9,297 in cap bank available from 2014. By using prior year levy cap amounts not expended the fire district is able to stay within the maximum allowable amount to be raised by taxation. However, as a result of staying within the maximum amount to be raised by taxation the district has budgeted to utilize \$184,210 in fund balance to cover additional costs.

The figure seems large, and will have a small impact on the fund balance in 2017 but the fire district should be able to continue to preserve their fund balance moving into 2017 for the following reasons: One, the fire district has a track record of coming in under budget for the last several years and not utilizing the entire amount of unrestricted fund balance designated to the budget. Two, the fire district is currently budgeting for improvement expenditures to two stations that will not be needed as part of the budget in future years. Third, the fire district is budgeting for tuition that will end after two years. Last, and most importantly, in 2016 the fire district is using a large portion, over 103,000, of the fund balance to budget for an employee who is retiring at the end of 2015. The fire district budgeted \$90,000 in current year for a payment to this employee. The employee has the option to change his mind up until the end of the year, a date after the completion of this paperwork. Given the circumstances the fire house as budgeted for the worst case scenario. Either \$90,000 for the payout will go back into fund balance in 2015 if the employee does not retire in 2015, or \$103,000 plus fringe benefit amounts would not be utilized in 2016 if the employee retires in 2015.

3. Property Tax Levy Cap

See answer to number 2 above. The fire district is not exceeding the levy cap.

4. Release from Restricted Funds:

N/A, the fire district is not releasing restricted funds.

5. Proposed Capital Appropriations

The proposed capital appropriations of \$40,000 is for the purchase of a new Bureau of Fire Prevention vehicle. The purchase is planned to be a cash purchase for the full amount of the vehicle. The proposed future outlays of \$24,000 are for the purchase of air packs, (\$8,000) in 2016 and fire apparatus (\$18,000) to be purchase in years beyond 2016. The fire district has been reserving \$8,000 a year for the past several years to be expended from the reserves when all of the airpacks needs to be replaced. The fire district will reserve an additional \$18,000 this year to begin replacing aging equipment in future years.

6. Cash Deficit:

N/A, the fire district does have a cash deficit.

7. Duly Incorporated Organization

Yes, the fire district covers the costs of all fire equipment, vehicles, first aid and supplies used by the district to respond to emergencies. The Blackwood Volunteer Fire Company is given access to the equipment and supplies, but there is no specific amounts given to the organization for their own spending. Any supplies needed to service the district are purchased by the fire district and approved by the board of fire station # 4.

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:	Board of Fire Commissioners Gloucester Township Fire District #4		
Address:	14 West Central Avenue		
City, State, Zip:	Blackwood	NJ	08012
Phone: (ext.)	826.227.7037	Fax:	856.227.2494

Preparer's Name:	Jeffrey Bowley		
Preparer's Address:	27 W Church St		
City, State, Zip:	Blackwood	NJ	08012
Phone: (ext.)	856.228.8006	Fax:	856.228.3629
E-mail:	jeff.bowley@jwbco.net		

Chairman:	John McCann		
Phone: (ext.)	826.227.7037	Fax:	856.227.2494
E-mail:	jmccann@gtfd4.org		

Secretary/Treasurer:	Warren Stout		
Phone: (ext.)	826.227.7037	Fax:	856.227.2494
E-mail:	wstout@gtfd4.org		

Name of Auditor:	Catherine Hess		
Name of Firm:	Bowman & Company		
Address:	601 White Horse Pike		
City, State, Zip:	Voorhees Township	NJ	08043
Phone: (ext.)	856.435.6200	Fax:	856.435.0440
E-mail:	chess@bowmanllp.com		

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE

Gloucester Township Fire District No. 4

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)

Gloucester Township Fire District No. 4

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."

See appendix C

- 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? **No**
- 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? **N/A** 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; b) the total number of volunteer members presently eligible to participate; c) the total number of volunteer members presently vested; d) whether the annual contribution for each vested member is fixed or based on an automatic increase; e) the total LOSAP budgeted for the current year; and 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.

See appendix C

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE

Gloucester Township Fire District No. 4

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

8. Vehicle Listing

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Designation</u>
1994	Murray	Pumper LDH	Motor Pool
1994	Murray	Pumper LDH	Motor Pool
1997	Murray	Rescue HVY	Motor Pool
2003	Ford	Chief's Car	Motor Pool
2002	Spartan	Aerial	Motor Pool
2007	Ford	Service	Motor Pool
2008	Dodge	Chief's Car	Motor Pool
2008	Dodge	Chief's Car	Motor Pool

13. LOSAP Answers:

- A) It was implemented in 1999
- B) In 2015 there were 25 volunteer members eligible.
- C) The total number of volunteers vested is 22 and total number of volunteers in the program is 69.
- D) Based on an automatic increases.
- E) The total current year budget is \$45,000
- F) Yes

Fire District Schedule of Commissioners and Officers (Continued)

Gloucester Township Fire District # 4
Camden

Name	Title	Average Hours per Week Dedicated to Position	Commissioner	Former Officer	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	Positions held at Other Public Entities Listed in Column N	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
					Base Salary/ Stipend	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Bonus								
1 John McCann	Chairman	2		x	\$ 4,020			\$ 4,020	N/A					4,020	
2 Joseph Kaighan	Co-Chairman	2		x	4,020			4,020	N/A					4,020	
3 Steven Marsden Michael	Commissioner	2	x		4,020			4,020	N/A					4,020	
4 Coucoules	Commissioner	2	x		4,020			4,020	N/A					4,020	
5 Warren Stout	Treasurer	2		x	4,020			4,020	N/A					4,020	
6															
7															
8															
9															
10															
11															
12															
13															
14															
15															
Total:					\$ 20,100	\$ -	\$ -	\$ -	\$ 20,100				\$ -	\$ -	\$ 20,100

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

Gloucester Township Fire District # 4
Camden

	# 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	1	\$ 7,056	\$ 7,056	1	\$ 8,632	\$ 8,632	\$ (1,576)	-18.3%
Parent & Child	1	8,108	8,108	0	-	-	8,108	#DIV/0!
Employee & Spouse (or Partner)								#DIV/0!
Family								#DIV/0!
Employee Cost Sharing Contribution (enter as negative -)								#DIV/0!
Subtotal	2		15,164	1		8,632	6,532	75.7%
Commissioners - Health Benefits - Annual Cost								
Single Coverage								#DIV/0!
Parent & Child								#DIV/0!
Employee & Spouse (or Partner)								#DIV/0!
Family	2	31,103	62,206	3	23,601	70,803	(8,597)	-12.1%
Employee Cost Sharing Contribution (enter as negative -)								#DIV/0!
Subtotal	2		62,206	3		70,803	(8,597)	-12.1%
Retirees - Health Benefits - Annual Cost								
Single Coverage								#DIV/0!
Parent & Child								#DIV/0!
Employee & Spouse (or Partner)								#DIV/0!
Family	1	38,522	38,522	1	34,543	34,543	3,979	11.5%
Employee Cost Sharing Contribution (enter as negative -)								#DIV/0!
Subtotal	1		38,522	1		34,543	3,979	11.5%
GRAND TOTAL	5		\$ 115,892	5		\$ 113,978	\$ 1,914	1.7%

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

Yes
Yes

2016 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Gloucester Township Fire District No. 4

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

Appendix A

	2016 Proposed Budget	2015 Current Year Final Budget	\$ Diff	% Diff
Admin - Personnel				
SALARIES & WAGES	\$35,150	\$31,392	\$3,758	12.0%
COMMISSIONERS	\$20,100	\$20,400	(\$300)	-1.5%
CHIEF STIPEND	\$2,400	\$0	\$2,400	100.0%
FRINGE BENEFITS	\$44,584	\$56,617	(\$12,033)	-21.3%
Total Admin Personnel	\$102,234	\$108,409	(\$6,175)	-5.7%
Admin - Other				
ELECTION	\$1,700	\$1,700	\$0	0.0%
OFFICE EXPENSES	\$6,900	\$6,300	\$600	9.5%
PROFESSIONAL FEES	\$61,700	\$71,700	(\$10,000)	-13.9%
MISCELLANEOUS	\$600	\$600	\$0	0.0%
Total Admin Operating Expenses	\$70,900	\$80,300	(\$9,400)	-11.7%
Total Admin	\$173,134	\$188,709	(\$15,575)	-8.3%
Cost of Operations - Operating				
ADVERTISING	\$2,000	\$2,000	\$0	0%
INSURANCE	\$32,400	\$31,500	\$900	2.9%
MAINTENANCE AND REPAIRS	\$128,500	\$113,100	\$15,400	13.6%
FEES AND PERIODICALS	\$1,100	\$1,100	\$0	0.0%
RENTAL CHARGES	\$197,000	\$176,000	\$21,000	11.9%
FUEL & MATERIALS EXPENSE	\$12,500	\$17,000	(\$4,500)	-26.5%
TRAINING & EDUCATION	\$36,400	\$11,800	\$24,600	208.5%
UNIFORMS	\$13,300	\$11,300	\$2,000	17.7%
UTILITIES	\$30,600	\$29,700	\$900	3.0%
PROMOTIONS	\$13,500	\$14,400	(\$900)	-6.3%
REIMBURSEMENTS - CLOTHING & FOOD	\$14,000	\$11,000	\$3,000	27.3%
SFS GRANTS	\$4,450	\$4,450	\$0	0.0%
TELEPHONE	\$7,500	\$8,700	(\$1,200)	-13.8%
Total Additional Operating Expenses Operations	\$493,250	\$432,050	\$61,200	14.2%
Cost of Operations - Other Assets, Non-Bondable				
NEW FIRE EQUIPMENT	\$23,000	\$23,000	\$0	0.0%
COMMUNICATION EQUIPMENT	\$3,500	\$3,000	\$500	14.3%
OFFICE EQUIPMENT	\$3,000	\$5,000	(\$2,000)	-66.7%
SHOP EQUIPMENT	\$1,000	\$1,000	\$0	0.0%
COMPUTER EQUIPMENT	\$10,000	\$0	\$10,000	100.0%
MAPS/COMPRESSORS	\$1,800	\$1,800	\$0	0.0%
BUILDING MAINTENANCE AND REPAIR	\$10,000	\$20,000	(\$10,000)	-100.0%
FIRE STATIONS #2 SAFETY IMPR. & RENOVATIONS	\$35,000	\$20,000	\$15,000	42.9%
RESERVE FOR RENT IMPROVEMENTS	\$0	\$40,000	(\$40,000)	-100.0%
AIR PACKS/ HOSES	\$5,000	\$5,000	\$0	0.0%
Total Additional Cost of Operations Other Assets	\$92,300	\$118,800	(\$26,500)	-22.3%
Total Cost of Operations and Maintenance	\$585,550	\$550,850	\$34,700	6.3%

FIRE DISTRICT SCHEDULE OF COMMISSIONERS AND OFFICERS

Gloucester Township Fire District No. 4

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.
- 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 2013.

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.

2016 FIRE DISTRICT BUDGET

Financial Schedules Section

2016 Budget Summary

Gloucester Township Fire District # 4 Camden

	<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	\$ 116,910	\$ 117,813	\$ (903)	-0.8%
Total Miscellaneous Anticipated Revenues	-	-	-	#DIV/0!
Total Sale of Assets	1,000	-	1,000	#DIV/0!
Total Interest on Investments & Deposits	200	300	(100)	-33.3%
Total Other Revenue	-	-	-	#DIV/0!
Total Operating Grant Revenue	4,450	4,450	-	0.0%
Total Revenues Offset with Appropriations	<u>59,405</u>	<u>103,038</u>	<u>(43,633)</u>	<u>-42.3%</u>
Total Revenues and Fund Balance Utilized	181,965	225,601	(43,636)	-19.3%
Amount to be Raised by Taxation to Support Budget	<u>1,330,018</u>	<u>1,229,501</u>	<u>100,517</u>	<u>8.2%</u>
Total Anticipated Revenues	<u>1,511,983</u>	<u>1,455,102</u>	<u>56,881</u>	<u>3.9%</u>
APPROPRIATIONS				
Total Administration	173,134	188,709	(15,575)	-8.3%
Total Cost of Operations & Maintenance	1,168,444	1,212,393	(43,949)	-3.6%
Total Appropriations Offset with Revenue	59,405	1,000	58,405	5840.5%
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)	45,000	45,000	-	0.0%
Total Capital Appropriations	66,000	8,000	58,000	725.0%
Total Principal Payments on Debt Service	-	-	-	#DIV/0!
Total Interest Payments on Debt	<u>-</u>	<u>-</u>	<u>-</u>	<u>#DIV/0!</u>
Total Appropriations	<u>1,511,983</u>	<u>1,455,102</u>	<u>56,881</u>	<u>3.9%</u>
ANTICIPATED SURPLUS (DEFICIT)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>#DIV/0!</u>

2016 Revenue Schedule

Gloucester Township Fire District # 4 Camden

	<u>2016 Proposed Budget</u>	<u>2015 Adopted Budget</u>	<u>\$ Increase (Decrease) Proposed vs. Adopted</u>	<u>% Increase (Decrease) Proposed vs. Adopted</u>
<i>Fund Balance Utilized</i>				
Unrestricted Fund Balance	\$ 116,910	\$ 117,813	\$ (903)	-0.8%
Restricted Fund Balance	-	-	-	#DIV/0!
Total Fund Balance Utilized	<u>116,910</u>	<u>117,813</u>	<u>(903)</u>	<u>-0.8%</u>
<i>Miscellaneous Anticipated Revenues</i>				
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)			-	#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	<u>-</u>	<u>-</u>	<u>-</u>	<u>#DIV/0!</u>
<i>Sale of Assets (List Individually)</i>				
2003 Ford	1,000		1,000	#DIV/0!
Asset #2			-	#DIV/0!
Asset #3			-	#DIV/0!
Asset #4			-	#DIV/0!
Total Sale of Assets	<u>1,000</u>	<u>-</u>	<u>1,000</u>	<u>#DIV/0!</u>
<i>Interest on Investments & Deposits (List Accounts Separately)</i>				
INTEREST INCOME - MM ACCOUNT	200	300	(100)	-33.3%
Investment Account #2			-	#DIV/0!
Investment Account #3			-	#DIV/0!
Investment Account #4			-	#DIV/0!
Total Interest on Investments & Deposits	<u>200</u>	<u>300</u>	<u>(100)</u>	<u>-33.3%</u>
<i>Other Revenue (List in Detail)</i>				
Other Revenue #1			-	#DIV/0!
Other Revenue #2			-	#DIV/0!
Other Revenue #3			-	#DIV/0!
Other Revenue #4			-	#DIV/0!
Total Other Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>#DIV/0!</u>
<i>Operating Grant Revenue (List in Detail)</i>				
Supplemental Fire Service Act (P.L.1985,c.295)			-	#DIV/0!
SUPPLEMENTAL FIRE SERVICE ACT	4,450	4,450	-	0.0%
Other Grant #2			-	#DIV/0!
Other Grant #3			-	#DIV/0!
Other Grant #4			-	#DIV/0!
Other Grant #5			-	#DIV/0!
Total Operating Grant Revenue	<u>4,450</u>	<u>4,450</u>	<u>-</u>	<u>0.0%</u>
<i>Revenues Offset with Appropriations</i>				
<u>Uniform Fire Safety Act (P.L.1983,c.383)</u>				
Reserves Utilized			-	#DIV/0!
Annual Registration Fees	11,800	11,500	300	2.6%
Penalties and Fines	400	400	-	0.0%
Other Revenues	19,500	13,700	5,800	42.3%
Total Uniform Fire Safety Act	<u>31,700</u>	<u>25,600</u>	<u>6,100</u>	<u>23.8%</u>
<u>Other Revenues Offset with Appropriations (List)</u>				
SMOKE DETECTOR FEES	4,700	4,300	400	9.3%
SAFER GRANT - FIREFIGHTER #2	23,005	73,138	(50,133)	-68.5%
Other Offset Revenues #3			-	#DIV/0!
Other Offset Revenues #4			-	#DIV/0!
Total Other Revenues Offset with Appropriations	<u>27,705</u>	<u>77,438</u>	<u>(49,733)</u>	<u>-64.2%</u>
Total Revenues Offset with Appropriations	<u>59,405</u>	<u>103,038</u>	<u>(43,633)</u>	<u>-42.3%</u>
TOTAL REVENUES AND FUND BALANCE UTILIZED	<u>\$ 181,965</u>	<u>\$ 225,601</u>	<u>\$ (43,636)</u>	<u>-19.3%</u>

2016 Appropriations Schedule

Gloucester Township Fire District # 4 Camden

	2016 Proposed Budget	2015 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
<i>Administration - Personnel</i>				
Salary & Wages (excluding Commissioners)	\$ 37,550	\$ 31,392	\$ 6,158	19.6%
Commissioners	\$ 20,100	\$ 20,400	(300)	-1.5%
Fringe Benefits	44,584	56,617	(12,033)	-21.3%
Total Administration - Personnel	<u>102,234</u>	<u>108,409</u>	<u>(6,175)</u>	<u>-5.7%</u>
<i>Administration - Other (List)</i>				
SEE APPENDIX A	70,900	80,300	(9,400)	-11.7%
Other Admin Expense #2			-	#DIV/0!
Other Admin 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 Administration - Other	<u>70,900</u>	<u>80,300</u>	<u>(9,400)</u>	<u>-11.7%</u>
Total Administration	<u>173,134</u>	<u>188,709</u>	<u>(15,575)</u>	<u>-8.3%</u>
<i>Cost of Operations & Maintenance - Personnel</i>				
Salary & Wages	319,639	432,657	(113,018)	-26.1%
Fringe Benefits	263,255	228,886	34,369	15.0%
Total Operations & Maintenance - Personnel	<u>582,894</u>	<u>661,543</u>	<u>(78,649)</u>	<u>-11.9%</u>
<i>Cost of Operations & Maintenance - Other (List)</i>				
SEE APPENDIX A	585,550	550,850	34,700	6.3%
Other Operations & Maintenance Expense #2			-	#DIV/0!
Other Operations & Maintenance 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 Operations & Maintenance - Other	<u>585,550</u>	<u>550,850</u>	<u>34,700</u>	<u>6.3%</u>
Total Operations & Maintenance	<u>1,168,444</u>	<u>1,212,393</u>	<u>(43,949)</u>	<u>-3.6%</u>
<i>Appropriations Offset with Revenue - Personnel</i>				
Salary & Wages	59,205	-	59,205	#DIV/0!
Fringe Benefits	-	-	-	#DIV/0!
Total Appropriations Offset with Revenue - Personnel	<u>59,205</u>	<u>-</u>	<u>59,205</u>	<u>#DIV/0!</u>
<i>Appropriations Offset with Revenue - Other (List)</i>				
UFSA SUPPRESSION	100	500	(400)	-80.0%
UFSA PREVENTION	100	500	(400)	-80.0%
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	<u>200</u>	<u>1,000</u>	<u>(800)</u>	<u>-80.0%</u>
Total Appropriations Offset with Revenue	<u>59,405</u>	<u>1,000</u>	<u>58,405</u>	<u>5840.5%</u>
<i>Duly Incorporated First Aid/Rescue Squad Associations</i>				
Vehicles			-	#DIV/0!
Equipment			-	#DIV/0!
Materials & Supplies			-	#DIV/0!
Total Duly Incorporated First Aid/Rescue Squad Associations	<u>-</u>	<u>-</u>	<u>-</u>	<u>#DIV/0!</u>
<i>Emergency Appropriations & Deferred Charges (List)</i>				
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	<u>-</u>	<u>-</u>	<u>-</u>	<u>#DIV/0!</u>
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)	45,000	45,000	-	0.0%
Total Capital Appropriations	66,000	8,000	58,000	725.0%
Total Principal Payments on Debt Service	-	-	-	#DIV/0!
Total Interest Payments on Debt	-	-	-	#DIV/0!
TOTAL APPROPRIATIONS	<u>\$ 1,511,983</u>	<u>\$ 1,455,102</u>	<u>\$ 56,881</u>	<u>3.9%</u>

2016 Schedule of Salaries and Benefits

Gloucester Township Fire District #4
Camden

Administrative Positions Excluding Commissioners (List Individually)	Number of Staff	Annual Wages	2016 Proposed			2016 Proposed		
			Budget Salary & Wages	PERS Contribution	PFRS Contribution	Employee Group Health Insurance	Other Fringe Benefits	Budget Fringe Benefits
Administrative Clerk	1	\$ 33,150	\$ 33,150	\$ 12,900	\$ -	\$ 23,684	\$ 8,000	\$ 44,584
Administrative Overtime & Substitutes	1	2,000	2,000	-	-	-	-	-
Chief Stipend	1	2,400	2,400	-	-	-	-	-
Position #4	-	-	-	-	-	-	-	-
Position #5	-	-	-	-	-	-	-	-
Position #6	-	-	-	-	-	-	-	-
Position #7	-	-	-	-	-	-	-	-
Position #8	-	-	-	-	-	-	-	-
Total Administration			\$ 37,550	\$ 12,900	\$ -	\$ 23,684	\$ 8,000	\$ 44,584

Operation & Maintenance Positions (List Individually)	Number of Staff	Annual Wages	2016 Proposed			2016 Proposed		
			Budget Salary & Wages	PERS Contribution	PFRS Contribution	Employee Group Health Insurance	Other Fringe Benefits	Budget Fringe Benefits
Fire Official - UFD	1	\$ 6,750	\$ 6,750	\$ -	\$ -	\$ -	\$ -	\$ -
Fire Official Overtime and Longevity	1	7,500	7,500	-	-	-	-	-
Fire Fighter #1	1	90,338	90,338	-	-	7,056	-	7,056
Fire Fighter #1 Overtime and Longevity	1	4,000	4,000	-	-	-	-	-
Mechanic/Fire Apparatus	1	103,499	103,499	-	-	38,522	-	38,522
Mechanic Overtime	1	100	100	-	-	-	-	-
Fire Fighter #2	1	32,904	32,904	-	-	8,108	-	8,108
Fire Fighter #2 Overtime and Longevity	1	2,500	2,500	-	-	-	-	-
Operations Overtime and Substitutes	1	10,000	10,000	-	-	-	-	-
Employee Separation Agreement	1	10,000	10,000	-	-	-	-	-
Part Time Inspector	1	5,000	5,000	-	-	-	-	-
Fringe Benefits	4	-	-	-	-	41,397	129,650	171,047
Retiree	1	-	-	-	-	38,522	-	38,522
Fire Official - UFSA	1	\$ 47,048	\$ 47,048	\$ -	\$ -	\$ -	\$ -	\$ -
Total Operation & Maintenance			\$ 319,639	\$ -	\$ 41,397	\$ 92,208	\$ 129,650	\$ 263,255

Salary Offset by Revenue Positions (List Individually)	Number of Staff	Annual Wages	2016 Proposed			2016 Proposed		
			Budget Salary & Wages	PERS Contribution	PFRS Contribution	Employee Group Health Insurance	Other Fringe Benefits	Budget Fringe Benefits
Fire Fighter #2	1	\$ 23,005	\$ 23,005	\$ -	\$ -	\$ -	\$ -	\$ -
Fire Official - UFSA	1	36,200	36,200	-	-	-	-	-
Position #3	-	-	-	-	-	-	-	-
Position #4	-	-	-	-	-	-	-	-
Position #5	-	-	-	-	-	-	-	-
Position #6	-	-	-	-	-	-	-	-
Position #7	-	-	-	-	-	-	-	-
Position #8	-	-	-	-	-	-	-	-
Total Offset by Revenue			\$ 59,205	\$ -	\$ -	\$ -	\$ -	\$ -
Total Administration, Operations & Offset by Revenue			\$ 416,394	\$ 12,900	\$ 41,397	\$ 115,892	\$ 137,650	\$ 307,839

2016 Proposed Capital Budget

Gloucester Township Fire District # 4
Camden

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

List Project Separately	Asset Type	Date of Local Finance Board Approval		Affirmative Vote Percentage	2016 Proposed Budget		2015 Adopted Budget	
		11/04/15	11/18/15					
NEW VEHICLE	VEHICLE			70%	\$	40,000	\$	-
Capital Improvement #2								
Capital Improvement #3								
Capital Improvement #4								
Capital Improvement #5								
Capital Improvement #6								
Capital Improvement #7								
Total Capital Improvements						40,000		-

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

List Project Separately	Asset Type	Date of Local Finance Board Approval		Affirmative Vote Percentage	2016 Proposed Budget		2015 Adopted Budget	
		11/04/15	11/18/15					
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						40,000		-
RESERVE FOR FUTURE CAPITAL OUTLAYS						26,000		8,000
TOTAL CAPITAL APPROPRIATIONS						\$ 66,000	\$	8,000

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

5 Year Debt Service Schedule - Principal

Gloucester Township Fire District # 4
Camden

Date of Voter Approval	% of Voter Approval	Date of Local Finance Board Approval	2015	2016	2017	2018	2019	2020	2021	Thereafter	Total Principal Outstanding	
<i>General Obligation Bonds</i>												
General Obligation Bond #1											\$	
General Obligation Bond #2												
General Obligation Bond #3												
General Obligation Bond #4												
Total Principal - General Obligation Bonds												
<i>Bond Anticipation Notes</i>												
BAN #1												
BAN #2												
BAN #3												
BAN #4												
Total Principal - BANS												
<i>Capital Leases</i>												
Capital Lease #1												
Capital Lease #2												
Capital Lease #3												
Capital Lease #4												
Total Principal - Capital Leases												
<i>Intergovernmental Loans</i>												
Intergovernmental #1												
Intergovernmental #2												
Intergovernmental #3												
Intergovernmental #4												
Total Principal - Intergovernmental Loans												
<i>Other Bonds or Notes Payable</i>												
Other Bonds or Notes #1												
Other Bonds or Notes #2												
Other Bonds or Notes #3												
Other Bonds or Notes #4												
Total Principal - Other Bonds or Notes												
TOTAL PRINCIPAL ALL OBLIGATIONS												
			\$	\$	\$	\$	\$	\$	\$	\$	\$	

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

Gloucester Township Fire District # 4
Camden

	Current Year (2015)	2016	2017	2018	2019	2020	2021	Thereafter	Total Interest Payments Outstanding
General Obligation Bonds									
General Obligation Bond #1									\$
General Obligation Bond #2									
General Obligation Bond #3									
General Obligation Bond #4									
Total Interest - General Obligation Bonds									
Bond Anticipation Notes									
BAN #1									
BAN #2									
BAN #3									
BAN #4									
Total Interest Payments - BANS									
Capital Leases									
Capital Lease #1									
Capital Lease #2									
Capital Lease #3									
Capital Lease #4									
Total Interest Payments - Capital Leases									
Intergovernmental Loans									
Intergovernmental #1									
Intergovernmental #2									
Intergovernmental #3									
Intergovernmental #4									
Total Interest Payments - Intergovernmental									
Other Bonds or Notes Payable									
Other Bonds or Notes #1									
Other Bonds or Notes #2									
Other Bonds or Notes #3									
Other Bonds or Notes #4									
Total Interest Payments - Other Bonds or Notes									
TOTAL INTEREST ALL OBLIGATIONS	\$	\$	\$	\$	\$	\$	\$	\$	\$

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

Gloucester Township Fire District # 4 Camden

UNRESTRICTED FUND BALANCE

Beginning balance January 1, 2015 (1)	\$ 190,367
Less: Utilized in 2015 Adopted Budget	117,813
Proposed balance available	<u>72,554</u>
Estimated results of operations for the year ending December 31, 2015	132,554
Anticipated balance December 31, 2015	<u>205,108</u>
Less: Fund Balance utilized in 2016 Proposed Budget	116,910
Proposed balance after utilization in 2016 Proposed Budget	<u><u>\$ 88,198</u></u>

RESTRICTED FUND BALANCE

Beginning balance January 1, 2015 (1)	\$ 45,813
Less: Utilized in 2015 Adopted Budget	-
Proposed balance available	<u>45,813</u>
Estimated results of operations for the year ending December 31, 2015	24,000
Anticipated balance December 31, 2015	<u>69,813</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>\$ 69,813</u></u>

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

TOWNSHIP OF GLOUCESTER FIRE DISTRICT NO. 4
Balance Sheet
Governmental Funds
December 31, 2014

	General Fund	Special Revenue Fund	Capital Projects Fund	Debt Service Fund	Total Governmental Funds
ASSETS:					
Cash and Cash Equivalents	\$ 337,752.29		\$ 45,813.00		\$ 383,565.29
Prepaid Insurance	23,283.94				23,283.94
Due from Special Revenue Fund	34,424.15				34,424.15
Intergovernmental Accounts Receivable:					
Federal		\$ 34,424.15			34,424.15
Accounts Receivable	3,500.00				3,500.00
Total Assets	<u>\$ 398,960.38</u>	<u>\$ 34,424.15</u>	<u>\$ 45,813.00</u>	<u>\$ -</u>	<u>\$ 479,197.53</u>
LIABILITIES AND FUND BALANCES:					
Liabilities:					
Accounts Payable	\$ 80,050.87				\$ 80,050.87
Payroll Deductions Payable	10,729.95	\$ 34,424.15			10,729.95
Due to General Fund					34,424.15
Total Liabilities	<u>90,780.82</u>	<u>34,424.15</u>	<u>-</u>	<u>-</u>	<u>125,204.97</u>
Fund Balances:					
Restricted:					
Future Capital Outlays			\$ 45,813.00		45,813.00
Assigned:					
Designated for:					
Subsequent Year's Expenditures	117,813.00				117,813.00
Unassigned:	190,366.56				190,366.56
Total Fund Balances	<u>308,179.56</u>	<u>-</u>	<u>45,813.00</u>	<u>-</u>	<u>353,992.56</u>
Total Liabilities and Fund Balances	<u>\$ 398,960.38</u>	<u>\$ 34,424.15</u>	<u>\$ 45,813.00</u>	<u>\$ -</u>	<u>(Continued)</u>

2016 Referendums

Gloucester Township Fire District # 4
Camden

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

Gloucester Township Fire District # 4 Camden

LEVY CAP CALCULATION

Prior Year Amount to be Raised by Taxation for Fire District Purposes	\$	1,229,501
Changes in Service Provider (+/-)		-
DLGS Approved Adjustments		-
Net Prior Year Tax Levy for Municipal Purposes for Cap Calculation		1,229,501
Plus: 2% Cap Increase		24,590
ADJUSTED TAX LEVY PRIOR TO EXCLUSIONS		1,254,091

Exclusions

Shared Service Exclusion		-
Change in Total Debt Service Appropriation		-
Allowable Pension Increases		3,972
Allowable Increase in Health Care Costs		-
Changes in LOSAP Contributions (+/-)		-
Extraordinary Costs due to a "Declared" Emergency		-
Net Capital Improvement Fund and/or Down Payment on Improvements and Reserve for Future Capital Outlays		58,000
Total Exclusions		61,972
Less: Cancelled or Unexpended Referendum Amounts		-
Increase in Ratable Valuation (New Construction/Additions)	\$	2,464,600
Prior Year Local Fire District Tax Rate (3 decimals/\$100)	\$0.189	4,658

ADJUSTED TAX LEVY

Amount Utilized from Levy Cap Bank from 2013		-
Amount Utilized from Levy Cap Bank from 2014		9,297
Amount Utilized from Levy Cap Bank from 2015		-
Maximum Tax Levy Before Referendum		1,330,018
Amount Proposed for Levy Cap Referendum		-
MAXIMUM ALLOWABLE AMOUNT TO BE RAISED BY TAXATION	\$	1,330,018

CAP BANK CALCULATION

Amount to be Raised by Taxation	\$	1,330,018
Cap Bank Available from Prior Year (2013) for 2016 Budget		-
Cap Bank Available from Prior Year (2014) for 2016 Budget		9,297
Revised Cap Bank from Prior Year (2014) Available for 2017 Budget		-
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		(9,297)
Cap Bank Available from 2016 for 2017 Budget	\$	0

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

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

Municipality: Gloucester Township

County: Camden

Fire District Code: F04

Total Number of Fire Districts: 6

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.

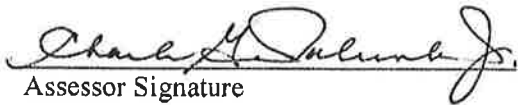
\$ 653,663,800 (1)

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

\$ 2,464,600 (2a)

— \$ 0 (2b)

= \$ 2,464,600 (2c)


Assessor Signature

10/01/15
Date

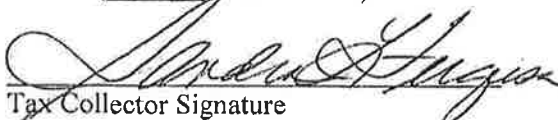
TAX COLLECTOR

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

.00189 (3)

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

\$ 4,658.09 (4)


Tax Collector Signature

10/01/15
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: Gloucester Township Fire District No. 4
Municipality: Blackwood
County: Camden
FD-Code: 0415-04

2015 Levy Cap Calculation Summary

Maximum Allowable Amount to be Raised by Taxation: **\$1,229,501**
Amount to be Raised by Taxation: **\$1,229,501**

Activity By Calendar Years	Allowable	Applied In	Used From	Expired	Available
2015	\$0	\$47,551	\$0	\$0	\$0
2014	\$9,297	\$0	\$0	\$0	\$9,297
2013	\$36,959	\$0	\$36,959	\$0	\$0
2012	\$10,592	\$0	\$10,592	\$0	\$0
2011	\$0	\$0	\$0	\$0	\$0
Levy Cap Bank Totals	\$56,848	\$47,551	\$47,551	\$0	\$9,297

2016 Levy Cap Exclusion Calculations

Gloucester Township Fire District # 4 Camden

PENSION CONTRIBUTION CALCULATION

2016 Proposed Budget PERS Contribution Appropriated	\$	12,900
2016 Proposed Budget PFRS Contribution Appropriated		41,397
Anticipated Revenues for Fringe Benefits Directly Offsetting Pension Costs		-
Net 2016 Base Amount		54,297
2015 Adopted Budget PERS Contribution (former Page SS-5A Line 1 Total)		13,066
2015 Adopted Budget PFRS Contribution (former Page SS-5A Line 2 Total)		37,259
Realized Revenues for Fringe Benefits Directly Offsetting Pension Costs		-
Net 2015 Base Amount		50,325
Pension Contribution Exclusion	\$	3,972

LOSAP CALCULATION

2016 Proposed Budget LOSAP Appropriation	\$	45,000
20154 Adopted Budget LOSAP Appropriation		45,000
LOSAP Exclusion (+/-)	\$	-

DEBT SERVICE CALCULATION

2016 Proposed Budget Total Debt Service Appropriation	\$	-
2015 Adopted Budget Total Debt Service Appropriation		-
Debt Service Exclusion	\$	-

CAPITAL APPROPRIATION CALCULATION

2016 Proposed Budget Total Capital Appropriation	\$	66,000
2016 Proposed Budget Capital Appropriation Offset from Restricted Fund		-
2016 Proposed Budget Capital Appropriation Offset from Grant Revenue		-
####		-
2016 Base Amount		66,000
2015 Adopted Budget Total Capital Appropriation		8,000
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		8,000
Capital Expenditure Exclusion	\$	58,000

HEALTH INSURANCE EXCLUSION CALCULATION

SFY 2016		5.8%
2016 Proposed Budget Administration Health Insurance Appropriation	\$	23,684
2016 Proposed Budget Operations & Maintenance Health Insurance Appropriation		92,208
2016 Proposed Budget Group Health Insurance		115,892
2015 Adopted Budget Administration Health Insurance Appropriation (former Page SS-5A Line 3 Admin)		27,251
2015 Adopted Budget Operations & Maintenance Health Insurance Appropriation (former Page SS-5A Line 3 Operation & Maintenance)		86,727
2015 Adopted Budget Group Health Insurance		113,978
Net Increase (Decrease)		1,914
Net Increase Divided by 2015 Amount Budgeted = % Increase		1.68%
SFY 2016 State Health Average 5.8% Less 2% = % Increase Added to Current Levy		0.00%
% Increase less % Increase Exclusion = % Increase Inside Cap		1.68%
% Increase Inside Cap * 2015 Expended = Added Amount Inside Cap	\$	1,914
% Increase Exclusion * 2015 Expended = 2016 Appropriation Added to Levy	\$	-
Amount Above the Levy Exclusion (Actual Increase - State Health Benefit Average)	\$	-
2016 Increase in Appropriation	\$	1,914

AFFIDAVIT OF POSTING SPECIAL MEETING NOTICE

The legal voters, at the annual meeting or at a special meeting called by the commissioners of the fire district, may vote to raise money for a firehouse, apparatus and appliances in connection therewith for fire extinguishing purposes, in an amount not exceeding 5 mills on the dollar of the last assessed valuation of the property in the fire district. The amount so voted for shall be included in the next succeeding annual budget of the fire district under the section for capital appropriations.

Any such special meeting shall be called on 10 days' notice by the board of fire commissioners, to be posted in five public places in the district, setting forth the time, place and object of the meeting and the legal voters shall determine the amount of money to be raised. (N.J.S.A. 40A:14-84)

A separate certification is required to report the results of the special meeting as well as a copy of the notice that was posted.



AFFIDAVIT OF POSTING SPECIAL MEETING

I, the undersigned, hereby certify that a Special Meeting has been called by the Board of Fire Commissioners of Gloucester Township Fire District #4 scheduled for 6:30 pm on November 18, 2015 at Blackwood Fire Company, Meeting Room, 14 W. Central Avenue, Blackwood, NJ 08012

I further certify that on 11/5/2015, I posted notices in the 5 following locations:

Gloucester Township Library
U S Post Office, Blackwood, NJ
Blackwood Fire Company Station # 1
Blackwood Fire Company Station # 2
Gloucester Township Municipal Building

Signature

Printed Name

Title

Dated: 11/5/2015

**FIRE DISTRICT SPECIAL MEETING
(N.J.S.A. 40A:14-84)
RESULTS CERTIFICATION**

Please attach a copy of the Fire District Notice and Affidavit of Special Meeting Posting to this form when it is submitted.

Municipality:	Gloucester Township	Fire District #:	4
County:	Camden		

OTHER REFERENDUM QUESTIONS

	CAPITAL PROJECTS (N.J.S.A. 40A:14-84)		
	Capital #1 Description of Project: Vehicle Purchase for Bureau of Fire Prevention	Capital #2 Description of Project:	Capital #3 Description of Project:
Amount	\$ 40,000.00	\$	\$
Total Votes	# 16	#	#
Total "Yes" Votes	# 11	#	#
Total "No" Votes	# 5	#	#
% of Yes Votes	70 %	%	%

It is hereby certified that this referendum (special meeting) complies with the requirements of law pursuant to N.J.S.A. 40A:14-84:

Signed Certification:	<i>Wendy Fini</i>	Date:	<i>12/16/15</i>
Printed Name:	<i>Wendy Fini</i>		
Title:	<i>Clerk 2</i>		
Telephone:	<i>856-227-7037</i>	Fax:	<i>856-228-2494</i>
E-mail:	<i>Wfini@dca.nj.gov</i>		

Please return the results to the Division within one week of the meeting to authoritiesunit@dca.nj.gov or:

Bureau of Authority Regulation
101 South Broad Street
P.O. Box 803
Trenton, NJ 08625-0803
Fax: (609) 984-7388

Board of Fire Commissioners, District No. 4

Station #1
14 W. Central Ave.
Blackwood

Township of Gloucester
P.O. Box 541
Blackwood, New Jersey, 08012
Telephone (856) 227-7037
gfd4@comcast.net

Station #2
1450 Clementon Rd.
Cherrywood

This is to serve as notice that a Special Meeting has been called for by the Board of Fire Commissioners, Gloucester Township Fire District # 4. The Special Meeting will consist of a referendum vote to fund a new Bureau of Fire Prevention Vehicle in the amount not to exceed \$40,000.00. This Meeting will be held on November 18, 2015 at 6:30 PM at Blackwood Fire Company, in the Meeting Room, 14 W. Central Avenue, Blackwood NJ 08012.

BY: Wendy Fini

**Clerk, Board of Fire Commissioners
Gloucester Township Fire District # 4**

COURIER-POST

South Jersey's Newspaper | courierpostonline.com

856-663-6000 • P.O. Box 5300, Cherry Hill, N.J. 08034

Classified Ad Receipt (For Info Only - NOT A BILL)

Customer: *GLOUCESTER TWP FIRE DIST #4

Address: PO BOX 541
BLACKWOOD NJ 08012
USA

Ad No.: 0000848208

Pymt Method: Invoice

Net Amt: \$36.75

Run Times: 1

No. of Affidavits: 1

Run Dates: 11/07/15

Text of Ad:

Notice that the Board of Fire Commissioners, Gloucester Township Fire District # 4 will hold a Special Meeting on November 18, 2015 at 6:30 PM. The purpose of the Meeting will be to hold referendum vote to fund a new vehicle for the Bureau of Fire Prevention, not to exceed \$40,000.00. The meeting will be held at Blackwood Fire Company, Meeting Room, 14 W. Central Avenue, Blackwood, NJ 08012 (\$36.75)

0000848208-01

SIGN IN SHEET FOR REGISTERED VOTERS

1. Michael J
2. Wm. J. Hoff
3. Lynn UrsO
4. Ruth Urs
5. D.J.
6. John C. McLean
7. Walter Wiseman
8. Mita Concoula
9. Willie J. Hoff
10. Arthur P. Hoff
11. Joseph Edm Hoff
12. Doyle Pickard - Provisional (not granted)
13. Lawrence de Fogelman
14. [Signature]
15. Warren Stout
16. Ben Cur
17. [Signature]
- 18.
- 19.
- 20.

#MAKEUP	100 Premium Outlets Dr	58.00
ADIDAS	100 Premium Outlets Dr	58.00
ALDO	100 Premium Outlets Dr	58.00
ARMANI	100 Premium Outlets Dr	86.00
ARMANI EXCHANGE	100 Premium Outlets Dr	58.00
AS SEEN ON TV		
ASICS	100 Premium Outlets Dr	58.00
AUNTIE ANNE'S PRETZELS	100 Premium Outlets Dr	35.00
BANANA REPUBLIC	100 Premium Outlets Dr	86.00
BANANAS / GREEN LEAFS	100 Premium Outlets Dr	35.00
BEBE	100 Premium Outlets Dr	86.00
CALVIN KLEIN		
CARTER'S	100 Premium Outlets Dr	
CHRISTOPHER & BANKS	100 Premium Outlets Dr	
CLARKS	100 Premium Outlets Dr	58.00
COLE HAAN	100 Premium Outlets Dr	58.00
COLUMBIA SPORTSWEAR	100 Premium Outlets Dr	86.00
CONVERSE	100 Premium Outlets Dr	86.00
CORNINGWARE CORELLE & MORE	100 Premium Outlets Dr	86.00
CROCS	100 Premium Outlets Dr	58.00
EDDIE BAUER	100 Premium Outlets Dr	86.00
EXPRESS	100 Premium Outlets Dr	86.00
FAMOUS FOOTWARE	100 Premium Outlets Dr	86.00
FOSSIL	100 Premium Outlets Dr	58.00
FRANCESCA'S	100 Premium Outlets Dr	58.00
G.H. BASS	100 Premium Outlets Dr	86.00
GAP	100 Premium Outlets Dr	86.00
GO! CALENDAR, GAMES & TOYS	100 Premium Outlets Dr	86.00
GUESS FACTORY	100 Premium Outlets Dr	58.00
GYMBOREE	100 Premium Outlets Dr	58.00
HAGGAR	100 Premium Outlets Dr	58.00
HAINS BRANDS	100 Premium Outlets Dr	86.00
JOCKEY INTERNATIONAL	100 Premium Outlets Dr	86.00
JOS A. BANKS	100 Premium Outlets Dr	86.00
KAY OUTLET	100 Premium Outlets Dr	58.00
KUNG PAO	100 Premium Outlets Dr	35.00
LANE BRYANT	100 Premium Outlets Dr	86.00
LEVI'S	100 Premium Outlets Dr	86.00
LIDS	100 Premium Outlets Dr	35.00
LINDT & SPRUNGLI	100 Premium Outlets Dr	58.00
LUCKY BRAND	100 Premium Outlets Dr	86.00
MERRELL	100 Premium Outlets Dr	58.00
MOUNTAIN WAREHOUSE	100 Premium Outlets Dr	58.00
NAUTICA	100 Premium Outlets Dr	86.00
NEW YORK & COMPANY	100 Premium Outlets Dr	86.00
NIKE	100 Premium Outlets Dr	144.00
NINE WEST	100 Premium Outlets Dr	58.00
OAKLEY	100 Premium Outlets Dr	58.00
OLD NAVY	100 Premium Outlets Dr	144.00
OSHKOSH B'GOSH	100 Premium Outlets Dr	
PERFUMANIA	100 Premium Outlets Dr	58.00
PERFUMES 4 U	100 Premium Outlets Dr	58.00
RACK ROOM SHOES	100 Premium Outlets Dr	86.00
REEBOK	100 Premium Outlets Dr	86.00
ROBERT WAYNE FOOTWEAR	100 Premium Outlets Dr	58.00
ROCKPORT	100 Premium Outlets Dr	58.00
SAMSONITE	100 Premium Outlets Dr	58.00
SEIKO	100 Premium Outlets Dr	58.00
SKECHERS	100 Premium Outlets Dr	86.00
SOUTH PHILLY CHEESESTEAKS & FRIES	100 Premium Outlets Dr	35.00
SPERRY	100 Premium Outlets Dr	58.00
STARBUCKS	100 Premium Outlets Dr	58.00
STEVE MADDEN	100 Premium Outlets Dr	58.00
SUNGLASS HUT	100 Premium Outlets Dr	35.00

THE COSMETICS CO.	100 Premium Outlets Dr	58.00
THE LIMITED	100 Premium Outlets Dr	58.00
THE LOFT OUTLET	100 Premium Outlets Dr	86.00
THE UNIFORM OUTLET	100 Premium Outlets Dr	58.00
TOMMY HILFISER	100 Premium Outlets Dr	88.00
UMI TERIYAKI	100 Premium Outlets Dr	35.00
UNDER ARMOUR	100 Premium Outlets Dr	144.00
VAN HEUSEN	100 Premium Outlets Dr	88.00
VERA BRADLEY	100 Premium Outlets Dr	86.00
VILLA ITALIAN KITCHEN	100 Premium Outlets Dr	35.00
WATCH STATION INTERNATIONAL	100 Premium Outlets Dr	58.00
WILSONS LEATHER	100 Premium Outlets Dr	86.00
YANKEE CANDLE	100 Premium Outlets Dr	58.00
ZALES	100 Premium Outlets Dr	88.00

11/8/13

Panel Review

U.S. Department of Homeland Security
Washington, D.C. 20472



FEMA

Mr. Frank P Reiss
Gloucester Twp. Fire District 4
P.O. Box 541
Blackwood , New Jersey 08012-2901

Re: Grant No.EMW-2012-FH-00847

Dear Mr. Reiss:

On behalf of the Federal Emergency Management Agency (FEMA) and the Department of Homeland Security (DHS), I am pleased to inform you that your grant application submitted under the FY 2012 Staffing for Adequate Fire and Emergency Response (SAFER) grants has been approved. FEMA's Grant Programs Directorate (GPD), in consultation with the U.S. Fire Administration (USFA), carries out the Federal responsibilities of administering your grant. The approved project costs total to \$146,276.00. The Federal share is \$146,276.00 of the approved amount and your share of the costs is \$0.00.

As part of your award package, you will find Grant Agreement Articles. Please make sure you read and understand the articles as they outline the terms and conditions of your grant award. Maintain a copy of these documents for your official file. **You establish acceptance of the grant and Grant Agreement Articles when you formally receive the award through the AFG online system.** By accepting the grant, you agree not to deviate from the approved scope of work without prior written approval, via an amendment request, from FEMA.

Once your period of performance has begun, and if your SF 1199A has been reviewed and approved, you will be able to request payments online. Remember, you should request funds when you have an immediate cash need.

If you have any questions or concerns regarding the process to request your grant funds, please call 1-866-274-0960.

Sincerely,

A handwritten signature in black ink, appearing to read "B. Kamoie".

Brian E. Kamoie
Assistant Administrator
Grant Programs Directorate

identified below. Grantees agree that they will use the funds provided through the Fiscal Year 2012 Staffing for Adequate Fire and Emergency Response grant in accordance with these Articles of Agreement and the program guidelines provided in the Fiscal Year 2012 Staffing for Adequate Fire and Emergency Response program guidance. All documents submitted as part of the original grant application are made a part of this agreement by reference.

Article III - Period of Performance

The period of performance shall be from 30-NOV-13 to 29-NOV-15.

Article IV - Amount Awarded

The amount of the award is detailed on the Obligating Document for Award attached to these articles. Following are the budgeted estimates for object classes for this grant (including Federal share plus applicable grantee match):

Personnel:	\$92,915.00
Fringe Benefits	\$53,361.00
Travel	\$0.00
Equipment	\$0.00
Supplies	\$0.00
Contractual	\$0.00
Other	\$0.00
Indirect Charges	\$0.00
Total	\$146,276.00

NEGOTIATION COMMENTS IF APPLICABLE (max 4000 characters)

Any questions pertaining to your award package, please contact your GPD Grants Management Specialist: Nancy Cannon at Nancy.Cannon@dhs.gov.

Article V - Financial Guidelines

The grantee and any subgrantee shall comply with the most recent version of the Administrative Requirements, Cost Principles, and Audit Requirements. A non-exclusive list of regulations commonly applicable to DHS grants are listed below:

A. Administrative Requirements

1. 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
2. 2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations (OMB Circular A-110)

B. Cost Principles

1. 2 CFR Part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A-87)
2. 2 CFR Part 220, Cost Principles for Educational Institutions (OMB Circular A-21)
3. 2 CFR Part 230, Cost Principles for Nonprofit Organizations (OMB Circular A-122)
4. Federal Acquisition Regulations (FAR), Part 31.2 Contract Cost Principles and Procedures, Contracts with Commercial Organizations

C. Audit Requirements

1. OMB Circular A-133, Audits of States, Local Governments, and Nonprofit Organizations

Article VI - Prohibition on Using Federal Funds

The recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of FEMA.

Article VII - GPD Allocations

The recipient agrees that all allocations and use of funds under this grant will be in accordance with the FY 2012 Staffing for Adequate Fire and Emergency Response Program Guidance.

Article VIII - Financial Reporting

Recipients of a SAFER grant will be required to submit a semi-annual Federal Financial Report (FFR) via the automated system on the Standard Form 425 (SF-425). The FFR is intended to provide Federal agencies and grant recipients with a standard format and consistent reporting requirements throughout the government. The FFR, to be submitted using the online e-grant system, will be due semi-annually based on the calendar year beginning with the period after the award is made. Grant recipients will be required to submit an FFR throughout the entire period of performance of the grant.

The reporting periods for the FFR are January 1 through June 30 (report due by July 31), and July 1 through December 31 (report due by January 30).

At the end of the grant's period of performance, all grantees are required to produce a final report on how the grant funding was used and the benefits realized from the award. Grantees must submit a final financial report and a final performance report within 90 days after the end of the period of performance.

Article IX - FEMA Officials

Program Officer: The Program Specialist is responsible for the technical and programmatic monitoring of the stages of work and performance of the activities described in the approved grant application. If you have any programmatic questions regarding your grant please call the AFG help desk at 866-274-0960 to be directed to a specialist.

Grants Assistance Officer: The Assistance Officer is the Federal official responsible for negotiating, administering, and executing all grant business matters. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

Grants Management Division POC: The Grants Management Specialist shall be contacted to address all financial and administrative grant business matters for this award. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

Article X - Central Contractor Registration (CCR)

Recipients of an AFG grant are required Central Contractor Registration (CCR) in the SAM.gov system. Active registration in the Central Contractor Registry ensures grantees are compliant with Federal regulations under Federal Financial Accountability and Transparency Act (FFATA). CCR registration is free, and may take up to 5 to 10 business days to process. For help with registering in the CCR, please visit SAM.gov for more information.

ADDITIONAL REQUIREMENTS (IF APPLICABLE) (max 4000 characters)

Any questions pertaining to your award package, please contact your GPD Grants Management Specialist: Nancy Cannon at Nancy.Cannon@dhs.gov.



GLEN V. BIANCHINI
Council President

ORLANDO MERCADO
Council Vice President

Council Members
MICHELLE GENTEK
DAN HUTCHISON
FRANKLIN T. SCHMIDT
SAMUEL M. SILER
TRACEY TROTTO

TOWNSHIP OF GLOUCESTER

1261 Chews Landing-Clementon Rd., at Hider Lane
P.O. Box 8, Blackwood, New Jersey 08012

(856) 228-4000 • FAX: (856) 374-3527 (Clerk)
FAX: (856) 374-3528 (Finance)

DAVID MAYER
Mayor

THOMAS C. CARDIS
Business Administrator

DAVID F. CARLAMERE, ESQ.
Solicitor

ROSEMARY DIJOSIE
Township Clerk

TAX RATE

<u>FIRE DISTRICT</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
GLENDORA #1	5.135	5.378	3.064	3.113	3.160	3.214
CHEWSLANDING#2	5.225	5.478	3.124	3.171	3.217	3.271
BLENHEIM #3	5.133	5.371	3.058	3.106	3.167	3.222
BLACKWOOD #4	5.299	5.544	3.147	3.200	3.248	3.302
LAMBS TERRACE#5	5.299	5.535	3.156	3.217	3.264	3.323
ERIAL #6	5.192	5.440	3.099	3.149	3.200	3.256

2013 BASE TAX RATE IS 3.135

SANDRA L. FERGUSON
TAX COLLECTOR.



Printed on recycled paper

SECTION 1 (TO BE COMPLETED BY PAYEE)

Standard Form 1199A - Direct Deposit Sign-Up Form

OMB No 151-0007

A ORGANIZATION NAME
Gloucester Tw p. Fire District 4

D TYPE OF DEPOSITOR ACCOUNT
Savings

ADDRESS (street, route, P.O. Box, APO/FPO)
14 W. Central Ave

E DEPOSITOR ACCOUNT NUMBER
3955903

CITY STATE ZIPCODE
Blackwood New Jersey 08012 -2901

F TYPE OF PAYMENT
Other, Grant Award
EMW-2012-FH-00847

B NAME OF PERSON(S) ENTITLED TO PAYMENT
Michael R Jones

G THIS BOX FOR ALLOTMENT OF PAYMENT ONLY (if applicable)

C CLAIM OR PAYROLL ID NUMBER Suffix
Prefix 22-2123166

TYPE AMOUNT

PAYEE/Joint PAYEE CERTIFICATION

I certify that I am entitled to the payment identified above. In signing this form, authorize my payment to be sent to the financial institution named below to be deposited to the designated account.

JOINT ACCOUNT HOLDERS' CERTIFICATION (optional)

I certify that I have read and understood the instructions, including the SPECIAL NOTICE TO JOINT ACCOUNT HOLDERS.

SIGNATURE DATE / /

SIGNATURE DATE / /

SIGNATURE DATE / /

SIGNATURE DATE / /

SECTION 2

GOVERNMENT AGENCY NAME

GOVERNMENT AGENCY ADDRESS

Federal Emergency Management Agency

Attn: Assistance to Firefighters Grant Program
Grants Management Branch, Room 350, 500 C Street S.W., Washington, D. C. 20472

SECTION 3 (TO BE COMPLETED BY FINANCIAL INSTITUTION)

NAME AND ADDRESS OF FINANCIAL INSTITUTION

ROUTING NUMBER

CHECK DIGIT

TD Bank
601 College Dr.
Blackwood, NJ 08012

031201360

3963816

DEPOSITOR ACCOUNT TITLE

Board of Fire Commissioners

FINANCIAL INSTITUTION CERTIFICATION

I confirm the identity of the above-named payee(s) and the account number and title. As representative of the above-named financial institution, I certify that the financial institution agrees to receive and deposit the payment identified above in accordance with 31 CFR Parts 240, 209, and 210.

PRINT OR TYPE REPRESENTATIVE'S NAME

SIGNATURE OF REPRESENTATIVE

TELEPHONE NUMBER DATE

Kevin Smeets

856-768-6333 / /

11/8/13

Assistance to Firefighters Grant Program



Application Awards

Award Status

[Award Detail from 102A](#)

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[Go to](#)

[View Award Package](#) [Print Award Package](#)

Award Number: EMW-2012-FH-00847

Award Amount: \$148,278

Award accepted by Frank P Reiss on 2013-11-08.

Comments:

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