

Transitional Aid Application for Fiscal Year 2017
Division of Local Government Services Department of Community Affairs

General Instructions: This application must be submitted in its entirety by November 4, 2016 for funding consideration under this program. Information contained in the application is subject to independent verification by the Division. Refer to Local Finance Notice 2016-16 when preparing this application for specific instructions and definitions, and review the Submission Checklist on Page 7.

Name of Municipality:	City of Trenton	County:	Mercer
Contact Person:	Terry McEwen	Title:	Business Administrator
Phone:	609-989-3807	Fax:	609-989-4250
E-mail:	tmcewen@trentonnj.org		

I. Aid History

List amount of Transitional Aid received for the last three years, if any:

SFY 2016	SFY 2015	SFY 2014
\$ 20,000,000.00	\$24,860,000.00	\$22,860,000.00

II. Aid Request for Application Year: (All municipalities currently operating under a Transitional Aid MOU are advised that a decrease from prior year funding is likely.)

Amount of aid requested for the Application Year:	\$10,000,00.00
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If not seeking a decrease, a letter from the Mayor is required. See Local Finance Notice 2015-19.

III. Submission Requirements

The following items must be submitted with, or prior to, submission of this application. Indicate date of submission of each.

Item	Date Submitted to DLGS
2016 Annual Financial Statement	9/2016
2015 Annual Audit	3/2016
2015 Corrective Action Plan	7/21/16
Application Year Introduced Budget	11/3/16
Budget Documentation Submitted to Governing Body	11/3/16

IV. Application Certification

The undersigned herewith certify that they he or she has reviewed this application and, to his or her knowledge, believe the contents to be true and that it accurately portrays the circumstances regarding the municipality's fiscal practices and need for financial assistance. By submitting the application, the municipality acknowledges that the law provides that the decision of the Director regarding aid awards is final and not subject to appeal.

Official	Signature	Date
Mayor/Chief Executive Officer		11/4/16
Governing Body Presiding Officer		11/4/16
Chief Financial Officer		11/4/16

V-A. Explanation of Need for Transitional Aid

Explain the circumstances that require the need for Transitional Aid in narrative form. Include factors that result in a constrained ability to raise sufficient revenues to meet budgetary requirements, and if such revenues were not raised, how it would substantially jeopardize the fiscal integrity of the municipality.

The City of Trenton is not unlike most of the State's older urban cities that can not generate enough local property tax revenue or other local revenues to support the services required for its citizens and the businesses and their employees located in the City. During the past several years, this historical problem has been exacerbated by the nation's economic downturn which has hit the urban areas of the State even harder than other areas. Although there are signs of some recovery, growth is still slow and the economic benefits to the City are not likely to occur during the current budget year.

Increasing taxes to the level necessary to meet the budgetary needs of providing these services would result in more and more citizens and businesses leaving the City, thus further diminishing the tax base of the City.

Since the 1980s, the State has agreed that many of the cities and towns in the State require additional aid over and above the normal formula driven programmatic aid to continue to provide even the basic services to the residents and businesses. Over the last few years, due to its own budget difficulties, the State has been forced to reduce the level of assistance it can provide Trenton and other cities and towns throughout New Jersey.

As with all cities and towns the City of Trenton has two options for dealing with budget shortfalls: raise revenues and/or decrease spending. Over the past few years Trenton has relied on a combination of these two options. However, the continued increase in property taxes places undue hardship on struggling homeowners in the City, many of whom are on fixed income. In addition, as more and more reductions in spending are made, critical services needed by residents are seriously diminished and in some cases eliminated.

The FY 2016 budget presented to City Council on October 27, 2015 continued to reduce costs in several areas and takes into account the State's requirement to reduce the reliance on Transitional Aid. The introduced budget for FY2017 was presented to City Council on November 3, 2016 and totals \$202.8 million.

The continued significant increase in property taxes would be very difficult on the residents and businesses in the City. The City was forced to raise taxes in FY 2010 of over \$12 million, or nearly 22.5%. This increase was followed by a tax increase of nearly \$6 million in FY 2011. For FY 2012, the amount of tax increase was \$1 million. Over a three year period property taxes in Trenton increased from \$66 million to \$77 million, an increase of 17%. The FY 2017 budget included \$10,000,000 for Transitional Aid. If the actual award is \$10,000,000 **the City will be required to increase taxes by \$3.7 million** in order to balance the FY 2017 budget. This would represent an increase of approximately 4.8%, on top of this

substantial increase in previous years.

Exacerbating the City's budget problems is the fact that more than 50% of the City's property is currently exempt from property taxes. In 2011, \$2.167 billion of the City's \$4.147 billion in assessed value in property was exempt from property tax. Of this amount State property currently accounts for \$ 1,095,277,703 million or nearly half of the exempt property and a quarter of all assessed value in the City. These exemptions place the City of Trenton at a severe disadvantage when compared to other municipalities throughout the State. In addition, other public buildings (county, federal, etc.) account for another \$535 million in assessed value for a total of over \$1.5 billion, or more than 2/3rds of the total exempt property in the City.

If the City was receiving the municipal portion of the property tax from these properties that the City would be collecting nearly \$90 million in property taxes (based on a 2017 tax rate of 4.08). If the State were paying its fair share of the municipal portion of the local property tax, it would pay nearly \$45 million annually. As the capital city, the State's level of current aid is therefore below the level of taxes that would be paid. Any decrease in aid would represent a proportional detriment to the City of Trenton and would unfairly hinder the ability of the City to continue to support its residents while providing essential services to these non-taxable properties.

V-B. Demonstration of Revenue Loss/Substantial Cost Increase

Show: (1) specific, extraordinary revenue losses, but not as the aggregate of many revenue line items; and (2) specific, extraordinary increases in appropriations, but not as the aggregate of many appropriation line items. Describe the item on the cell below each entry. If applicable, indicate in the description of the extraordinary increase in expenditure if the increase was the result of a policy decision made by the municipality (i.e. a back-loaded debt service schedule, deferred payment, costs associated with additional hires, etc.)

Revenue or Appropriation	2016 Value	2017 Value	Amount of Loss/Increase
Description:			
Emergency Appropriation		\$5,000,000.00	\$5,000,000.00
Description:	Relates to funding needed for unused accumulated sick and vacation for Retiree population		
Emergency Appropriation		\$4,725,000.00	\$4,725,000.00
Description:	Relates to the both the Federal and State unpaid payroll taxes currently being reserved over five years at \$945,000.00		
Police		\$640,928	\$640,928
Description:	Additional 15 police officers		
Fox Lance Limited-Payment in Lieu of Taxes	\$3,718,948.96-2016 Budget amount	\$2,788,506.19-realized amount	\$930,442.77
Description:			
Health Benefit Costs	28,154,886	29,464,945.	\$1,310,059
Description:	10% overall increase estimated for Health Benefits Costs		
Description:			

V-C. Actions to Reduce Future Need for Aid

Detail the steps the municipality is taking to reduce the need for aid in the future. Include details about long-term cost cutting and enhanced revenue plans, impact of new development, potential for grants to offset costs, and estimated short and long-term annual savings. Use additional pages if necessary. (Items included in a Transition Plan submitted by a current recipient need not be repeated here.)

The FY 2017 budget that was presented to City Council on November 3, 2016 continued to reduce bloat and recognizes the need to return the capital city to the right size in order to provide critical and necessary services to the citizens of Trenton. It does, however, represent marked increases in expenditures supported by commensurate increases in revenue which has increased the total budget. The budget will be \$202.8 million.

The City will continue to be diligent in attempting to find ways to reduce costs and increase local revenues.

It is highly unlikely however those significant additional reductions in the workforce can be achieved due to the reductions noted above. Due to the restrictive nature of the current statutes and regulations on furloughs, it is not likely that City could enact a program that would be fair to its employees and generate significant savings. Furthermore the capital city needs to focus on rightsizing in order to provide necessary services – not cutting into those critical areas that provide for the health and welfare of its residents.

The City will continue to aggressively try to control salary increases as contract negotiations occur.

As was agreed to with DCA, the City has taken advantage of the recent New Jersey Administrative Office of the Courts decision to allow outside collection agencies for the collection of court revenue owed to the City. Initial estimates are that there is approximately \$10 million in unpaid obligations to the City. It is estimated that 50% of this revenue would be considered City revenue and the remainder is considered state and county money. What is not known is how much of this revenue is currently being collected under Time Payment Orders and thus will eventually be collected and will not be eligible for the collection agency initiative. The City has received the approval of the Administrative Office of the Courts and the approved vendor, Pioneer, has begun their work.

The City is reviewing opportunities to refinance its current debt to achieve multiple year savings. In addition, the City is reviewing all completed capital projects that were financed with bonds to use any remaining funds to either offset new capital or provide revenue to offset current debt service.

The City also has taken advantage of the pilot program in FY 2013 that allows accelerated tax lien sales on-line rather than the current requirement that the potential purchaser has to appear in person. It is expected that this will increase the number of bidders and thus result in the more liens being sold and potentially at a lower interest rate for the homeowners. The City has also engaged a third party firm for the collection of delinquent taxes.

In FY2017 it is also the City's intention to hire a Risk Manager, a search that has been ongoing since FY2015. This individual will serve to control much of the losses to the City but with a specific eye to Worker's Compensation. By implementing controls on workplace safety and following any Worker's Compensation claims from their outset, we have already seen a cost savings of nearly \$1 million, a 25% decrease from the \$4 million expended on Worker's Compensation claims from FY2015 to FY2016.

In addition the City is in the final phases of completing a parking study. This study will determine the most effective disposition of the City's parking and parking enforcement. Considerations include replacing meters with kiosks that would accept credit cards as well as considering outside agencies to handle enforcement. Based on gains from nearby municipalities when moving to a kiosk structure, the City expects to generate more than \$700,000 per annum once the program is up and running. The City of Trenton has recently released a Request For Information seeking responses from companies that can install these meters to get a better understand of the options that might be available.

Again as was noted last year, the City has approximately 1,500 vacant City owned parcels scattered throughout our neighborhoods. We have determined to adopt a scattered site redevelopment plan so that we may be able to return these parcels to the tax rolls and generate approximately an additional \$3.6 million in local property taxes while improving the City at large and making it a more attractive place. We have also accelerated the auction of other developable properties to not only realize additional immediate income but again to realize a return of these properties to the tax rolls while encouraging the growth of our commercial community. Furthermore the City has recently passed an ordinance intended to address privately owned vacant properties by assessing a fee on those vacant property owners who are not actively developing or preparing their properties for occupancy. We expect to generate approximately \$650,000 in the next twelve months.

LONG TERM PLAN TO PHASE OUT TRANSITIONAL AID

Assuming that Trenton receives \$10 million for its FY 2017 budget, the requirement to provide a phase out plan of no more than 3 years would result in over \$3 million

reductions in FY 2018 through FY 2020. A phase out of this magnitude is infeasible.

Under the following assumptions Trenton would face budget shortfalls of over \$8 million in the first year. The shortfall escalates in the second year when Transitional Aid will decrease to \$6.7 million in FY 2018 to approximately \$3.1 million in FY 2019, coupled with increase in salaries and other expenses.

Assumptions are as follows:

- 1) Transitional aid decrease by \$3.3 million per year; Other municipal aid remains constant
- 2) Property taxes increase by 2% per year
- 3) Spending is increased by 2% per year

The annual shortfall will have to be offset by additional reductions in employees and services provided and/or significant increases in property taxes. It is highly unlikely that a significant increase in ratables is going to occur in the next few years.

Based on the current status of the City budget, it is highly unlikely that the City of Trenton could achieve a phase-out of Transitional Aid over this period.

As was noted earlier, the City of Trenton should be looked at differently than the other Transitional Aid recipients since it is the State's Capital. As has been noted previously, the State of New Jersey owns nearly on quarter of the value of all property in the City. If the State paid the municipal property taxes the City would receive nearly \$45 million in property taxes based on proposed FY 2017 tax rates. Absent this recognition that the a portion of the Transitional Aid should permanently be provided to the City as additional PILOT payments, the City will be faced with significant budget shortfalls depending on the phase out period of Transitional Aid and the amount of reduction each year.

V-D. Discussion of Health Benefits

Skip this section if using SHBP. If not using SHBP, explain why the health benefit plan being used is cheaper, or what reasons exist for failing to move to SHBP. Additionally, list all brokers (primary broker, all co-brokers, and sub-brokers) together with their compensation for the current and prior two fiscal years. Compensation must be disclosed in this section whether provided directly by the municipality or as a commission from the insurance provider. It is the municipality's right, and obligation, to determine whether the broker is compensated with commission in order to fully complete this section. If commissions are being earned, provide both how the commission is calculated (percentage of premium or self-insurance) and the actual \$ value of the commission received in each year.

VI. Historical Fiscal Statistics

Item	2015	2016	Introduced Application Year
1. Property Tax/Budget Information			
Municipal tax rate	\$3.892	\$3.945	\$4.078
Municipal Purposes tax levy	\$77,035,051	\$76,265,996.69	\$79,904,254.21
Municipal Open Space tax levy	\$	\$	\$
Total general appropriations	\$188,712.566	\$207,725,414.67	\$202,825,955.02

2. Cash Status Information			
% Of current taxes collected	94.032%	92.84%	%
% Used in computation of reserve	95.61%	94.035%	92.84%
Reserve for uncollected taxes	\$4,981,436.00	\$6,875,562.28	\$8,478,340.26
Total year end cash surplus	\$8,125,258.00	\$5,926,601.45	
Total non-cash surplus	\$10,174,126.79	\$17,694,303.00	
Year end deferred charges	\$10,004,824.00	\$17,525,000.00	

3. Assessment Data			
Assessed value (as of 7/1)	\$1,996,653,658	\$2,019,401,562	\$2,019,401,562
Average Residential Assessment	\$64,215	\$64,123	\$64,123
Number of tax appeals granted	395	259	
Amount budgeted for tax appeals	\$0	\$0	\$0
Refunding bonds for tax appeals	\$0	\$0	\$0

4. Full time Staffing Levels			
Uniformed Police - Staff Number	258	236	246
Total S&W Expenditures	\$28,586,135	\$27,903,560	\$28,103,153
Uniformed Fire - Staff Number	215	218	210
Total S&W Expenditures	\$19,653,399	\$21,220,039	\$21,841,457
All Other Employees - Staff Number	523	537	534
Total S&W Expenditures	\$25,799,281	\$30,751,757	\$30,118,492

5. Impact of Proposed Tax Levy

			Amount
Current Year Taxable Value			2,019,401,562
Introduced Tax Levy			79,904,254.21
Proposed Municipal Tax Rate	4.078	Average Res. Value (#4 above)	64,123
Current Year Taxes on Average Residential Value (#4 above)			3,065
Prior Year Taxes on Average Residential Value \$64,123@ 3.945			2,529
Proposed Increase in average residential taxes			536

VII. Application Year Budget Information

A. Year of latest revaluation/reassessment 1992

B. Proposed Budget – Appropriation Cap Information

	Yes	No
1. Was an appropriation cap index rate ordinance adopted last year? If YES: % that was used		X
2. Amount of appropriation cap bank available going into this year		
3. Is the Application Year budget at (appropriation) cap? If NO, amount of remaining balance	X	
4. Does the Application Year anticipate use of a waiver to exceed the appropriation cap? If YES, amount:		X

C. List the five largest item appropriation increases:

Appropriation	Prior Year Actual	Application Year Proposed	\$ Amount of Increase
Sick & Vacation	.00	5,000,000.00	5,000,000.00
Pension & Social Security	16,707,137.84	18,745,662.00	2,038,524.16
Group Health Prescription, Dental	28,154,886.00	29,464,945.45	1,310,059.45
Public Works	14,478,941.84	15,625,788.82	1,146,846.98
Police	36,819,819.83	38,385,569.40	1,565,749.77

D. List all new property tax funded full-time positions planned in the Application Year:

Department/Agency	Position	Number	Dollar Amount
	ATTACHMENT B	180	6,257,492

E. Display projected tax levies, local revenues (not grants), anticipated (gradually reduced) Transitional Aid, total salary and wages, and total other expenses projected for the three post-application years:

	Tax Levy	Local Revenues	Transitional Aid	Total S&W	Total OE
First year	77,791,316	13,506,922	8,500,000	83,464,365	118,981,895
Second year	79,347,143	13,506,922	7,225,000	86,933,652	124,192,781
Third year	80,934,086	13,506,922	6,141,250	90,472,325	129,757,176

VIII. Financial Practices

A. Expenditure controls and practices:

Question	Yes	No
1. Is an encumbrance system used for the current fund?	X	
2. Is an encumbrance system used for other funds?	X	
3. Is a general ledger maintained for the current fund?	X	
4. Is a general ledger maintained for other funds?	X	
5. Are financial activities largely automated?	X	
6. Does the municipality operate the general public assistance program?		X
7. Are expenditures controlled centrally (Yes) or de-centrally by dept. (No)?		X
8. At any point during the year are expenditures routinely frozen?		X
9. Has the municipality adopted a cash management plan?	X	
10. Have all negative findings in the prior year's audit report been corrected? If not, be prepared to discuss why not in your application meeting.		X

B. Risk Management: Indicate ("x") how each type of risk is insured.

Coverage	JIF/HIF	Self	Commercial
General liability		X	
Vehicle/Fleet liability		X	
Workers Compensation		X	
Property Coverage			X
Public Official Liability		X	
Employment Practices Liability		X	
Environmental			X
Health	SHBP		
	X		

C. 1) Salary and Employee Contract Information (when more than one bargaining unit for each category, use average):

Question	Police	Fire	Other Contract	Non-Contract
Year of last salary increase	2016	2016	2016 / 2013	
Average percentage increase	1.25/1.25%	1.25%/1.25	1.25% /3.0%	%
Last contract settlement date	2015	2015	2016/ 2009	
Contract expiration date	2018	/2020	2018/ 2013	

2) Explain, if any, actions that have been taken or are under consideration for the Application Year:

Action	Police	Fire	Other Contract	Non-Contract
Furloughs (describe below)	NO	NO	NO	NO
Wage Freezes (describe below)	NO	NO	NO	NO
Layoffs (describe below)	NO	NO	NO	NO

Application Year: SFY 2017	Municipality:	County:
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D. Tax Enforcement Practices:

Question	Yes	No
1. Did the municipality complete its accelerated tax sale by June 30, if included in 2016 budget? If not, please include a letter from the tax collector explaining why he/she failed to complete the sale in a timely manner and what the impacts were on cash flow and lost investment earnings.	x	
2. When was the last foreclosure action taken or tax assignment sale held: Date:	9/26/2016	
3. On what dates were tax delinquency notices sent out in 2015: Date:	Mar-2015 Sept-2015 Dec-2015	
4. Date of last tax sale: Date:	6/24/2016	

E. Specialized Service Delivery:

If the answer to either question is "Yes," provide (as an appendix) a cost justification of maintaining the service without changes.

Service	Yes	No
Sworn police or firefighters are used to handle emergency service call-taking and dispatch (in lieu of civilians)		x
The municipality provides rear-yard solid waste collection through the budget		x

F. Other Financial Practices

1. Amount of interest on investment earned in:

2015	\$15,651.46	2016	\$54,377.15	Anticipated Application Year:	\$54,000
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2. List the instruments in which idle funds are invested:

N. J. Cash Management Fund	

3. What was the average return on investments during SFY2016?

4. Left Blank Intentionally

5. The name and firm of the municipality's auditor?

6. When was the last time the municipality changed auditors?

0.18%
Mercadien

G. Status of Collective Negotiation (Labor) Agreements: List each labor agreement by employee group, contract expiration date, and the status of negotiations of expired contracts.

Employee Group	Expiration Date	Status of Negotiations of Expired Agreement
FMBA Local 6	12/31/2020	
TFOA Local 6	12/31/2020	
PBA LOCAL 11	12/31/2018	

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TSOA	12/31/2018	
AFSCME LOCAL 2286	12/31/2018	
AFSCME LOCAL 2281	12/31/2013	New contract negotiated and under DCA review for approval

H. Tax Abatements. Please provide a detailed discussion of any short-term or long-term tax abatements that are currently in place or are currently being negotiated including the following information:

Project Name/Property	Type of Project	2016 PILOT Billing	2016 Assessed Value	2016 Taxes If Billed in Full at 2015 Total Tax Rate	Term of Tax Abatement
	Attachment C				

IX-C. Evaluate existing local revenues, as to whether or not the rates or collections can be increased or imposed, and if so, how changes will be implemented.

Local Revenues and services provided through the General/Current Fund	Check if services is provided	Are fees charged to cover the costs of the program?	If fees do not cover costs, what is the amount of subsidy?	If there is a subsidy, explain why fees cannot be increased to reduce or eliminate subsidy.
Recreation programs	x	Partial		
Sewer Fees	x	Yes		
Water Fees	x	Yes		
Swimming Pool	x	No		
Uniform Construction Code	x	Yes		
Uniform Fire Code	x	Partial		
Land Use Fees	x	Yes		
Parking Fees	x	Yes		
Beach Fees	x	No		
Insert other local fees below:				
Vital Statistics	x	Partial		
Marriage Civil Union	x	Partial		
Slaughter House	x	Partial		
Dog Licensing	x	Partial		

X. Service Delivery

List all services that the municipality contracts to another organization: i.e., shared services with another government agency, including formal and informal shared services, memberships in cooperative purchasing program, private (commercial), or non-profit organization.

Service	Name of Contracted Entity	Estimated Amount of Contract	Year Last Negotiated (as applicable)
<p>Trenton K9's participate in the Render and Detect Safe Deployments throughout the state and Trenton. The team provides infrastructure security, training, vehicle, and manpower when needed during a homeland security incident.</p>	<p>HOMELAND SECURITY RENDER AND DETECT PRORAM/TRENTON</p>	<p>N/A</p>	<p>ON GOING</p>
<p>An Officer is assigned to work with the DEA to participate in high level drug investigations/seizures. DEA provides manpower, equipment, vehicles and we receive portions of forfeiture monies from seizures made.</p>	<p>DRUG ENFORCEMENT AGENCY</p>	<p>17,202</p>	<p>10/01/2016</p>
<p>The fugitive task force deputizes a Police Officer and allows us to look for and arrest highly sought out individuals without jurisdictional issues. The U.S. Marshall's reimburses for Officer overtime, a vehicle is provided, and we receive a portion of forfeiture funds received from arrests.</p>	<p>US MARSHALL FUGITIVE TASK FORCE</p>	<p>16,000</p>	<p>10/01/2016</p>

Application Year: SFY 2017 Municipality: County:

	VICE TASK FORCE	Increase Share of County Forfeiture dollars	2015
<p>The Vice Task Force shall be responsible for conducting all local undercover operations to combat illicit drug trafficking in Mercer County and any other incident deemed necessary for a response by the Mercer County Prosecutor or his designee.</p>	MERCER COUNTY	225,000	2016
<p>SHARED SERVICES AGREEMENT FOR THE PROVISION OF EMERGENCY MEDICAL DISPATCH</p> <p>Homicide Task Force. The Homicide Task Force shall be responsible for investigating all homicides, suspicious deaths, police-related shootings and/or incidents involving death or serious bodily injury, in custody deaths, suspicious long term missing persons investigations, Child Abduction Response Team activations and any other incident deemed necessary for a response by the Mercer County Prosecutor or his designee.</p>	HOMICIDE TASK FORCE	Reimburse Overtime Up to 80,000	2015
<p>POOL MANAGEMENT SERVICES</p>	YMCA OF TRENTON	158,560	2016
<p>HEALTHCARE SERVICES FOR UNDERINSURED AND UNINSURED RESIDENTS</p>	HENRY J. AUSTIN	229,000	2016
<p>TUERCULOSIS PUBLIC HEALTH RESPONSE AND CASE MANAGEMENT</p>	MERCER COUNTY DEPARTMENT OF HUMAN SERVICES	N/A	2016

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Section XI – Impact of Limited or No Aid Award

Describe in complete detail the impact if aid is not granted for the current fiscal year; **this priority setting requires that the municipality will maintain a minimum level of essential services.** List the appropriate category of impact if the aid is not received. Rank each item from both lists as to the order in which elimination will take place. If across the board cuts will be made, indicate under service. **For rank order purposes, consider the two sections as one list. The cuts outlined here are one that the municipality is committing to make if they do not receive aid.**

Rank Order	Department	# of Layoffs	Effective Date	2015 Full Time Staffing	2016 Full Time Staffing	\$ Amount to be Saved

If services will be reduced, describe the service, impact and cost savings associated with it.

Rank Order	Service	Cost Savings	Impact on Services


XII. Agreement to Improve Financial Position of Municipality

If aid is granted, the municipality will be required to submit to certain reporting conditions and oversight as authorized by law and a new Memorandum of Understanding will need to be signed. Please mark each box below indicating that the applicant understands, and agrees to comply with these broad reporting and oversight provisions.

	Yes	No
1. Allow the Director of Local Government Services to assign management, financial, and operational specialists to assess your municipal operations.	X	
2. Implement actions directed by the Director to address the findings of Division staff.		
3. Enter into a new Memorandum of Understanding and comply with all its provisions, without exception.	X	
	X	

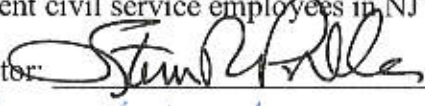
XIII. Certification of Past Compliance for Municipalities Currently Operating Under a Transitional Aid MOU:

The undersigned certify that the municipality is in substantial compliance with the conditions and requirements of the 2016 MOU and is moving in good faith to correct those areas of noncompliance that have been identified, including, but not limited to, the following: establishment of a pay to play ordinance; termination of longevity pay for officers and employees not contractually entitled to longevity pay; termination of health benefits for part time officers and employees; receipt of signed approval forms as required prior to hiring personnel and contracting with professional service vendors.

Mayor:  Date: 11/4/16
 Chief Financial Officer: Javit Schoenboer Date: 11/4/16
 Chief Administrative Officer: Leng X. M. Chen Date: 11/4/16



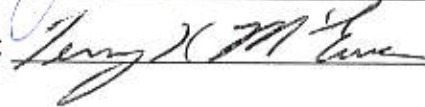
XIV. CAMPS Certification (County and Municipal Personnel System - Civil Service municipalities only)

For Civil Service municipalities, the undersigned, being knowledgeable thereof, hereby certify that the municipality has placed the names of all current civil service employees in NJ "CAMPS".

Human Resources or Personnel Director:  Date: 11/4/2016
 Chief Financial Officer: Javit Schoenboer Date: 11/4/16

XV. CERTIFICATION OF APPLICATION FOR TRANSITIONAL AID

The undersigned acknowledges the foregoing requirements with which the municipality must comply in order to receive aid as outlined above. In addition, included with this application is a copy (printed or electronic) of the budget documentation that supports the budget calculation that was provided to the governing body.

Mayor:  Date: 11/4/16
Chief Financial Officer:  Date: 11/4/16
Chief Administrative Officer:  Date: 11/4/16

NEW REQUESTS

Attachment B

DIVISON	Agency/Department	Position	No. of Vac. Positions	Dollar Amount
1000	Mayor		0	\$ -
1500	City Council	Assistant to Council -now filled	1	\$ 34,889.00
1500	City Council		1	\$ 34,889.00
2000	City Clerk		0	\$ -
2500	Administration	Assistant Administrative Analyst -Budget	1	\$ 53,881.00
2510	Administration	Interns		\$ 16,000.00
2550	Personnel	Senior Payroll Clerk	1	\$ 51,064.00
2560	Insurance	Assistant Administrative Analyst -Osha and Fleet	1	\$ 53,881.00
	Administration		3	\$ 174,826.00
3010	Accounts and Control	Principal Accountant-Grant	1	\$ 45,102.00
3010	Accounts and Control	Accountant	1	\$ 38,954.00
3050	Assessor	Senior Assistant Assessor	1	\$ 41,766.00
3050	Assessor	Assistant Assessor	1	\$ 37,644.00
	Finance		4	\$ 163,466.00
3500	Law		0	\$ -
4000	HHS	Administrative Secretary	1	\$ 49,887.00
4000	HHS	Keyboarding Clerk-filled	1	\$ 27,633.00
	HHS		2	\$ 77,520.00
4500	Fire	Firefighters	23	\$ 922,668.00
4500	Fire	Account Clerk-filled	1	\$ 27,633.00
	FIRE		24	\$ 950,301.00
5000	Police	Lieutenants	1	\$ 133,948.98
5000	Police	Sergeant	4	\$ 414,290.68
5000	Police	Officers new hires non-grant	35	\$ 1,525,293.25
5000	Police	New request	15	\$ 640,928.00
5000	Police	keyboard clerk	1	\$ 27,633.00
5000	Police	Police Aide	2	\$ 76,058.00
5000	Police	Senior Payroll Clerk	1	\$ 30,142.00
5002	Police	Crossing Guards	19	\$ 302,298.00
	POLICE		78	\$ 3,150,591.91
5510	Solid Waste	Supervisor Sanitation	1	\$ 37,643.74
5510	Solid Waste	Radio Dispatcher/Senior Clerk Typist	1	\$ 32,551.79
5510	Solid Waste	Sanitation Driver	3	\$ 97,655.37
5510	Solid Waste	Laborers- Heavy Sanitation	2	\$ 63,107.20
5510	Solid Waste	Seasonal Laborers	6	\$ 56,160.00
5520	Streets	Assistant Supervisor of Laborer	1	\$ 40,312.22

NEW REQUESTS

Attachment B

DIVISON	Agency/Department	Position	No. of Vac. Positions	Dollar Amount
5520	Streets	Truck Drivers	2	\$ 62,147.02
5520	Streets	Laborers	2	\$ 58,644.00
5520	Streets	Seasonal Laborers	4	\$ 37,440.00
5530	Public Property	Division Manager Public Property	1	\$ 73,483.00
5530	Public Property	Maintenance Repairer	2	\$ 60,283.28
5530	Public Property	Building Maintenance Workers	2	\$ 58,522.06
5530	Public Property	Asst. Administrative Analyst	1	\$ 40,312.22
5530	Public Property	Sanitation Driver	1	\$ 32,551.79
5530	Public Property	Seasonal Laborers	2	\$ 18,720.00
5530	Public Property	Seasonal Laborers	3	\$ 28,080.00
5540	Traffic & Transportation	Supervisor Traffic Maint.	1	\$ 37,643.74
5550	Engineering	Keyboarding Clerk	1	\$ 27,633.00
	Public Works		36	\$ 862,890.43
6020	Real Estate	Property Manager	1	\$ 44,852.00
6040	Economic Development	Division Director Eco. Development	1	\$ 86,811.00
6050	Planning	Principal Planning	1	\$ 62,011.00
6060	Housing Production	Project Coordinator Redev (15% City)	1	\$ 9,302.00
	Housing and Eco Development		3	\$ 202,976.00
6510	Technical Service	Building Sub-code Official	1	\$ 66,771.00
6520	Housing Inspections	Code Enforcement Officer	1	\$ 36,419.70
	Inspections		2	\$ 103,190.70
7500	Courts	Supervisor Data Control Clerk	1	\$ 34,610.00
7500	Courts	Keyboard clerk	5	\$ 138,165.00
7500	Courts	Cashier	1	\$ 33,065.00
	Court		7	\$ 205,840.00
7000	Recreation-Dir Office	Recreation Aide	1	\$ 30,141.00
7010	Recreation-Dir Office	Supervising Prog. Develop Specialist	1	\$ 62,011.00
7020	Natural Resources	Tree Maintenance Worker	2	\$ 70,484.00
7020	Natural Resources	Maintenance Worker	1	\$ 35,242.00
7020	Natural Resources	Park Rangers	3	\$ 14,352.00
7020	Natural Resources	Seasonal Laborers	6	\$ 37,440.00
7025	Pool	Park Rangers	5	\$ 19,320.00
7030	Culture	Historical Site Supervisor	1	\$ 62,011.00
	Recreation, Natural Resources, Culture		20	\$ 331,001.00
		Recreation, Natural Resources, Culture		
		GRAND TOTAL CITY WIDE VACANCY AND NEW REQUEST	180	\$ 6,257,492.04

Attachment B

NEW REQUESTS

DIVISION	Agency/Department	Position	No. of Vac. Positions	Dollar Amount