

# Borough of Seaside Heights

MUNICIPAL BUILDING  
901 Boulevard  
Seaside Heights, NJ 08751  
(732) 793-9100 Fax (732) 793-0319



March 28, 2017

Timothy J. Cunningham, Director  
NJ Division of Local Government Services  
101 South Broad Street  
PO Box 803  
Trenton, NJ 08625-0803

RE: 2017 Transitional Aid Application

Dear Mr. Cunningham:

Enclosed herewith on behalf of the Borough of Seaside Heights is the Borough's application for 2017 transitional aid. As you can see, Seaside Heights is requesting an increase in aid from \$750,000 to \$2,000,000. The increase was based on the assessment of our finance team, including Rodney Haines, RMA, who was appointed in 2017 to provide non-audit accounting services to the Borough.

You will recall from last year that Tina Zapicchi, DLGS Assistant Director, and Christopher Vaz, Borough Administrator, both anticipated that our need for transitional aid would be greater in 2017 as the result of then predictable revenue shortfalls and deficits. In a nutshell, the Borough's aggregate property assessment value is still \$200 million less than pre-Sandy values. And we experienced a water/sewer utility deficit of \$861,000. The application addresses these problems among other specific problems.

Thank you for your consideration of the Borough's 2017 transitional aid application. Should you have any questions our team is, of course, available to meet with you at your office.

Very truly yours,

  
Anthony E. Vaz  
Mayor

<b>Application Year: CY 2017</b>	<b>Municipality: Seaside Heights</b>	<b>County: Ocean</b>
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**Transitional Aid Application for Calendar Year 2017**  
**Division of Local Government Services**  
**Department of Community Affairs**

**General Instructions:** This application must be submitted in its entirety by March 24, 2017 for funding consideration under this program. Information contained in the application is subject to independent verification by the Division. Refer to Local Finance Notice 2017-4 when preparing this application for specific instructions and definitions, and review the Submission Checklist on Page 7 of the Local Finance Notice.

<b>Name of Municipality:</b>	Borough of Seaside Heights	<b>County:</b>	Ocean
<b>Contact Person:</b>	Christopher J. Vaz	<b>Title:</b>	Administrator
<b>Phone:</b>	732-793-9100	<b>Fax:</b>	
<b>E-mail:</b>	administrator@seaside-heightsnj.org		

**I. Aid History**

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

CY 2016	CY 2015	CY 2014
\$750,000	\$0	\$0

**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.)

<b>Amount of aid requested for the Application Year:</b>	<b>\$2,000,000</b>
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*If not seeking a decrease, a letter from the Mayor is required. See Local Finance Notice 2017-4.*

**Letter is enclosed.**

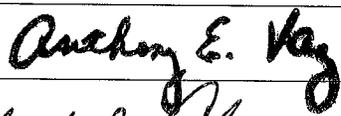
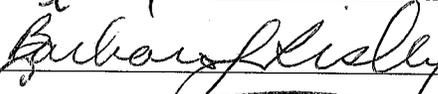
**III. Submission Requirements**

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	02/14/2017
2015 Annual Audit	12/10/2016
2015 Corrective Action Plan	03/08/2017
Application Year Introduced Budget	03/20/2017
Budget Documentation Submitted to Governing Body	03/10/2017

#### 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 accurate true and represent 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	Anthony E. Vaz 	03/28/2017
Governing Body Presiding Officer	Michael Carbone 	03/28/2017
Chief Financial Officer	Barbara Risley 	03/28/2017
Chief Administrative Officer	Christopher J. Vaz 	03/28/2017

**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 raised, how it would substantially jeopardize the fiscal integrity of the municipality.

1. Superstorm Sandy (2012) and South End Boardwalk Fire (2013) impacts on the aggregate assessed value of property located in Seaside Heights continues to drive property tax revenue losses. Substantial Essential Services Grant funding was utilized in 2015 and 2014 to help offset the revenue gap, but said funding was not available in 2016 and will not be available in the future.

2012: \$843,276,901

2013: \$617,804,000

2014: \$623,753,994

2015: \$640,833,200

2016: \$633,423,000

2017: \$632,270,900

2. Tax Appeals. The Borough's 2016 transitional aid application anticipated approximately \$1,200,000 in refunds for tax years 2009-2015 on approximately \$340,000,000 of assessment dollars. The Borough refunded \$513,645 in 2016 and has, thus far in 2017, refunded \$306,000.

3. Tax Abatements. The Assessor and Borough Council approved 80 five-year exemptions/abatements totaling \$19,016,600 of assessment dollars. These exemptions/abatements are virtually all related to post-Sandy and post-Boardwalk fire reconstruction.

4. Water-Sewer Utility Deficit. The introduced 2017 municipal budget indicates a deficit in the amount of \$860,887 (\$595,000 in 2016). We attribute the causes for the deficit to basically these two factors: 1) Post-Sandy and Post-Boardwalk Fire related revenue losses; and 2) water and sewer rates have been untouched for more than ten years. In fact, we believe that the last time the rates were modified they were actually reduced.

5. FEMA overpayment. The introduced budget contains funding in the amount of \$417,144.79 to cover an overpayment related to the de-obligation of Project Worksheet #3024.

6. Pension penalty. The introduced budget contains funding in the amount of \$22,408.06 to cover a penalty related to the previous administration's failure to enroll employees.

7. NJDEP fine. The introduced budget contains funding in the amount of \$175,000 to cover a fine related to the previous administration's failure to obtain requisite air quality permits prior to operating three peak shaving generators that were purchased in 2012. We anticipate reducing this line item to \$119,000 through a budget amendment based on information that was received after the budget was introduced. In addition to the fine, we anticipate spending several hundred thousand dollars in engineering/consulting fees and hard costs (additional equipment needed to comply with federal air quality standards).

8. Tax appeal reserve. The introduced budget includes \$250,000 for tax appeal refunds. In 2016 we budgeted \$100,000.

Factors that result in constrained ability to raise sufficient revenues to meet budget requirements, and if such revenues were raised, how would it substantially jeopardize the fiscal integrity of the Borough:

In the absence of a major positive shift in the aggregate assessed value of real property in the Borough, we do not have the ability to raise sufficient tax revenues or other revenues to meet budgetary requirements. In order to balance the budget without transitional aid funding the Borough would have to substantially reduce appropriations. This will result in an historic layoff of essential personnel – permanent and seasonal law enforcement officers, beach attendants, lifeguards, parking meter workers, and other employees whose jobs involve serving hundreds of thousands of visitors who pump millions of dollars into our local and regional economy.

**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
Water/Sewer Utility Revenue	2,198,670	2,034,698	(163,972)
<b>Description:</b>	Water rents		
Water/Sewer Utility Revenue	595,000	860,887	(265,887)
<b>Description:</b>	Special items of general revenue anticipated w/consent		
Municipal Court Revenue	765,900	685,501	(80,399)
<b>Description:</b>	Fines		
Utility Operating Surplus	1,234,911	1,023,100	(211,811)
<b>Description:</b>	Surplus		
Sandy Non-federal cost share match program	266,525	0	(266,525)
<b>Description:</b>	State aid		
Tax Appeal Reserve	100,000	250,000	(150,000)
<b>Description:</b>	Appropriations		
FEMA De-Obligation PW#3024	0	417,145	(417,145)
<b>Description:</b>	Appropriations		

**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.)

1. In the area of personnel costs, the Police Department implemented a hiring freeze and presently maintains a staffing level of 23 permanent, regular police officers. The Police Department also reduced the number of year-round Class II SLEOs and seasonal Class I and Class II SLEOs. The 2017 budget raises \$3,889,000 to fund Police Department salaries/wages. This appropriation includes a contingency for retroactive pay and modified 2017 salaries/wages in the event that the Borough and PBA settle a new collective bargaining agreement.
2. The Borough researched entering into a third-party agreement for the provision of police dispatch services. Although a final decision has not been made, preliminary cost savings provided by a consultant indicate only minimal up front savings to the Borough.
3. The Borough hired a redevelopment planner to assist Borough officials develop a long-term strategy for redeveloping Boardwalk properties impacted by Superstorm Sandy and the South End Boardwalk Fire and vacant Boulevard properties. Numerous "area in need of redevelopment" studies have been finished and are in the process of being considered for approval by the land use board and Borough Council. Two new restaurants and a small microbrewery are scheduled to open on the Boulevard in 2017; however, there appears to be little movement on the part of the South End on the Boardwalk to redevelop the privately owned Boardwalk and beach areas.
4. The Borough engaged Lerch, Vinci & Higgins, LLP, to prepare a water/sewer rate study that will eventually lead to the Borough Council approving a plan to increase water/sewer fees after at least a decade of neglecting the rates.
5. Department Heads have been directed to review revenue items and recommend areas where fees should be increased. In particular, the Borough Council recently increased beach fees so that they are more comparable to fees charged by other beach communities.
6. 2017 is the final year of repayment of a 5-year special emergency note (\$820,000).
7. Borough Council adopted a hotel/motel tax that could raise \$400,000+ in 2017.
8. Borough Council increased beach badge fees (also increased in 2016). All other fees have been reviewed and will be subject to increases in a pending ordinance.
9. We continue to aggressively market Seaside Heights as a vacation destination. More visitors = more beach and parking meter revenue, and more visitors also = potential for developing the hotel/motel tax into a significant revenue source.

**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 or risk manager, 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.

SHBP for health benefits and prescription drug coverage.

The Borough moved prescription drug coverage to Benecard commencing in 2015 due to cost savings achieved in 2015, 2016, and 2017. The broker of record is Conner Strong & Buckelew. The broker is paid through commissions by the insurance provider.

2016 Prescription Broker Commissions: \$16,647

2017 *Projected* Rx Broker Commissions: \$18,500

## VI. Historical Fiscal Statistics

Item	2015	2016	Introduced Application Year
<b>1. Property Tax/Budget Information</b>			
Municipal tax rate	\$0.901	\$0.930	\$
Municipal Purposes tax levy	\$5,774,648	\$5,890,168	\$6,617,867
Municipal Open Space tax levy	\$0	\$0	\$0
Total general appropriations	\$15,819,610	\$16,297,059	\$16,544,985
<b>2. Cash Status Information</b>			
% Of current taxes collected	98.58%	98.61%	%
% Used in computation of reserve	99.27%	98.47%	98.61%
Reserve for uncollected taxes	\$93,399.06	\$214,970	\$209,534
Total year end cash surplus	\$3,261,581.25	\$3,102,393	
Total non-cash surplus	\$459.45	\$459	
Year end deferred charges	\$1,640,000	\$820,000	
<b>3. Assessment Data</b>			
Assessed value (as of 1/10)	\$640,833,200	\$633,423,000	\$632,270,900
Average Residential Assessment	\$226,875.47	\$225,840.22	\$224,500.00
Number of tax appeals granted	41		
Amount budgeted for tax appeals	\$0	\$100,000	\$250,000
Refunding bonds for tax appeals	\$0	\$0	\$522,000
<b>4. Full time Staffing Levels</b>			
Uniformed Police - Staff Number	27	26	23
Total S&W Expenditures	\$3,034,751	3,123,685	3,048,000
Uniformed Fire - Staff Number	N/A	N/A	N/A
Total S&W Expenditures	N/A	N/A	N/A
All Other Employees - Staff Number	54	55	53
Total S&W Expenditures	\$	\$3,584,615	\$3,651,620
<b>5. Impact of Proposed Tax Levy</b>			
			<b>Amount</b>
Current Year Taxable Value			632,270,900
Introduced Tax Levy			6,617,867
Proposed Municipal Tax Rate		Average Res. Value (#4 above)	224,500
Current Year Taxes on Average Residential Value (#4 above)			2,350.52
Prior Year Taxes on Average Residential Value			2,100.31
Proposed Increase in average residential taxes			250.21

**VII. Application Year Budget Information**

A. Year of latest revaluation/reassessment

2013

A1. Most current equalized ratio

2017: 99.38%

B. Proposed Budget – Appropriation Cap Information

**Item**

- 1. Was an appropriation cap index rate ordinance adopted last year?  
If YES: % that was used
- 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
- 4. Does the Application Year anticipate use of a waiver to exceed the appropriation cap?  
If YES, amount:

	Yes	No
	X	
3.5%		
\$2,191		
		X
\$415,825		
		X
\$		

C. List the five largest item appropriation increases:

Appropriation	Prior Year Actual	Application Year Proposed	\$ Amount of Increase
Water/Sewer Utility Deficit	\$860,887	\$480,000	\$380,877
Tax Appeal Reserve	\$100,000	\$250,000	\$150,000
FEMA De-Obligation PW#3024	\$0	\$417,145	\$417,145
PFRS (pension)	\$615,420	\$707,120	\$91,694
Beach & Boardwalk Operations S/W	\$669,500	\$752,000	\$82,500
Police Department S/W	\$3,853,033	\$3,889,000	\$35,967

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

Department/Agency	Position	Number	Dollar Amount
Finance	Convert payroll clerk title to Payroll/HR Administrator. No increase in net number of employees.	1	\$45,000 to \$70,000
	* Retirement is anticipated/current employee is paid \$76,758.		

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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:

	<b>Tax Levy</b>	<b>Local Revenues</b>	<b>Transitional Aid</b>	<b>Total S&amp;W</b>	<b>Total OE</b>
<b>First year</b>					
<b>Second year</b>					
<b>Third year</b>					

**VIII. Financial Practices**

A. Expenditure controls and practices:

<b>Question</b>	<b>Yes</b>	<b>No</b>
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? If so, please identify system being used.	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.

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

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

<b>Question</b>	<b>Police</b>	<b>Fire</b>	<b>Other Contract</b>	<b>Non-Contract</b>
Year of last salary increase	2016	N/A	2%	2017
Average total cost percentage increase	2%	N/A	2%	2%
Last contract settlement date	06/20/2014	N/A	03/02/2016	
Contract expiration date	12/31/2016	N/A	12/31/2018	

<b>Application Year: CY 2017</b>	<b>Municipality: Seaside Heights</b>	<b>County: Ocean</b>
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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)			X	X
Under consideration				
Wage Freezes (describe below)				
Layoffs (describe below)	X	N/A	X	X
Layoff action plan will be filed with Civil Service.				

D. Tax Enforcement Practices:

Question	Yes	No
1. Did the municipality complete its accelerated tax sale by December 31, 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: <span style="float: right;">Date:</span>	01/18/2017	
3. On what dates were tax delinquency notices sent out in 2016: <span style="float: right;">Date:</span>	02/16/2016; 05/17/2016; 08/16/2016	
4. Date of last tax sale: <span style="float: right;">Date:</span>	12/21/2016	

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	\$212.60	2016	\$3,074.50	Anticipated Application Year:	\$3,000.00
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2. List the instruments in which idle funds are invested:

NJ Cash Management Fund	

.255935%
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<b>Application Year: CY 2017</b>	<b>Municipality: Seaside Heights</b>	<b>County: Ocean</b>
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3. What was the average return on investments during 2016?

4. Left Blank Intentionally

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

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

Oliwa & Associates
2014

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
PBA Local 252	12/31/2016	Ongoing. State monitors are participating.
Teamsters Local 469	12/31/2015	PERC appointed Thomas D. Hartigan as Fact Finder. Fact finding hearing 04/26/16.
Teamsters Local 97	12/31/2018	N/A

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
Seaside Senior Apartments Redevelopment Project	HUD financed senior housing (apartments)	N/A	\$1.3 million		Upon satisfaction of agency mortgage not to exceed 50 years
Short term (5 years) abatements	Property improvements				5 years





**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	<input type="checkbox"/>			
Sewer Fees	<input checked="" type="checkbox"/>			We are engaged in a water/sewer rate study.
Water Fees	<input checked="" type="checkbox"/>			We are engaged in a water/sewer rate study.
Swimming Pool	<input type="checkbox"/>			
Uniform Construction Code	<input checked="" type="checkbox"/>			Fee structure is under review.
Uniform Fire Code	<input type="checkbox"/>			
Land Use Fees	<input checked="" type="checkbox"/>			Fee structure is under review.
Parking Fees	<input checked="" type="checkbox"/>			
Beach Fees	<input checked="" type="checkbox"/>			Daily and season badge beach fees were increased by \$1 and \$5 respectively for 2017. Weekend and holiday fee will increase an additional \$2 in 2018 via an automatic increase included in the latest fee ordinance.
Insert other local fees below:	<input type="checkbox"/>			
Land Use Escrow fees for in-house staff	<input type="checkbox"/>			
Land Use Escrow fees for independent contractors	<input checked="" type="checkbox"/>			Fee structure is under review.



### Section XI – Impact of Limited or No Aid Award

Describe in complete detail the actual 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	2016 Full Time Staffing	2017 Full Time Staffing	\$ Amount to be Saved
1	Police Department, Public Safety Telecommunications Unit * Assumes Ocean County will assume police dispatch until Seaside Heights can contract with third party provider	8	08/01/2017	8	8	\$159,000
2	Police Department (Seasonal/Temporary)	40	08/01/2017	67	67	\$350,000
3	Police Department (Sworn Officers)	5	09/05/2017	24	23	\$105,000
4	Police Department (Clerical)	1	08/01/2017	3	3	\$13,000
5	Municipal Court	1	08/01/2017	5	4	\$17,000
6	All other departments	5	08/01/2017			\$120,000
7	Beach Operations	40	08/01/2017	80	80	\$200,000

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

<b>Rank Order</b>	<b>Service</b>	<b>Cost Savings</b>	<b>Impact on Services</b>
1	Police dispatch will be contracted with either Ocean County or a third party provider in the event no aid is awarded.	\$159,000 in 2017	Survives will be provided but through an outside service provider.
2	Police Department (Public Safety)	\$468,000	Public safety will be comprised by virtue of the reduced number of regular and seasonal law enforcement officers.
3	Beach Operations	\$200,000	We would open less number of beach access points and allow swimming only at 5 or 6 streets.  * The Borough is planning to reduce the number of beach access points in 2018 as part of the dune and beach replenishment program being overseen by Army Corp of Engineers and NJDEP. We have already coordinated the reduction with ACOE and NJDEP.
4	Municipal Court	\$17,000	Staff has already been reduced in 2017 due to a resignation. Laying off another violations clerk will impact customer service but will not cause a major disruption.
5	All other departments	\$120,000	Customer service impact.

**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.	X	
3. Enter into a new Memorandum of Understanding and comply with all its provisions, without exception.	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; revocation of signed approval forms as required prior to hiring personnel and contracting with professional service vendors.

Mayor: *Anthony E. King* Date: 3/28/17  
 Chief Financial Officer: *Paula...* Date: 3/28/17  
 Chief Administrative Officer: *[Signature]* Date: 3/28/17

**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: *[Signature]* Date: 3/28/17  
 Chief Administrative Officer: *[Signature]* Date: 3/28/17

### 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: *Anthony E. Vaz* Date: 3/28/17  
Chief Financial Officer: *George J. ...* Date: 3/28/17  
Chief Administrative Officer: *[Signature]* Date: 3/29/17