

General Instructions to Complete the Fire District Budget Workbook

- a) This workbook shall be used for completing the Fire District Introduced and Adopted Budgets.
- b) It is designed to automatically calculate amounts linked from various data entry points.
- c) The individual tabs containing formulas are locked to protect the formulas.
- d) Fill in only the gray and yellow highlighted sections of the worksheet.
- e) Begin by navigating to the "KEY INPUTS" tab.
Select the Fire District by clicking on cell B2 and selecting from the dropdown menu. This will populate the entity name and
- f) county. Continue to complete each of the fields in order to populate standard information throughout the workbook.
When copying information from another document, users must select "Paste Values" when pasting the information into this
- g) workbook.
- h) In all applicable signature lines, insert the email address of the applicable official.
Once approved by the Board of Fire Commissioners, the completed Introduced Budget must be submitted to the Division via the FAST "Introduced Budget" record portal and it must be precisely named as: <municode>_introbudget_20xx. The list of
- i) muncodes for Fire Districts can be found at:
<https://www.nj.gov/dca/divisions/dlgs/pdf/Fire%20District%20MuniCodes.pdf>
Once approved by the Board of Fire Commissioners, the completed Adopted Budget must be submitted to the Division via the FAST "Adopted Budget" record portal and it must be precisely named as: <municode>_adoptbudget_20xx. The list of muncodes
- j) for Fire Districts can be found at:
<https://www.nj.gov/dca/divisions/dlgs/pdf/Fire%20District%20MuniCodes.pdf>
- k) Only the Designated Officials for the Fire District have access to the "Submit for Review" tab within the FAST portal.
- l) Please review the additional instructions "FAST System for Fire Districts: Introduction and User Guide" link below:
<https://www.nj.gov/dca/divisions/dlgs/pdf/FAST%20Fire%20Budget%20User%20Guide.pdf>

Year	2025	Board of Fire Commissioners:	
Fire District	Hopewell Township FD No. 1	Chairperson	Erick Burd
County	Mercer	Treasurer	Cosmo Tomaro
Web Address	www.hopewelltwpfire.org	Secretary	Christopher Jones
Election Month	November	Commissioner	Joseph Novak
		Commissioner	Enrique Rodriguez, Jr.

Certification Sections		Expand Section Length	
Preparer and Preparer - Other Assets Certification		Vehicle List	Standard
Preparer Name	Jonathan Moore	Accumulated Absences	Standard
Title	Deputy Fire Chief	Salary & Benefit Detail	Standard
Address	201 Washington Crossing Pennington Rd Titusville NJ 08560	Capital Budget Detail	Standard
Phone	(609) 730-8156		
Fax	(609) 730-1563		
Email	jmoore@hopewelltwpfire.org		

Approval Certification	
Officer's Name	Cosmo Tomaro
Title	Treasurer
Address	201 Washington Crossing Pennington Rd Titusville, NJ 08560
Phone	(609) 730-8156
Fax	(609) 730-1563
Email	ctomaro@hopewelltwpfire.org

Internet Certification	
Officer's Name	Matthew Martin
Title	Chief of Emergency Services

Adoption Certification	
Officer's Name	
Title	
Address	
Phone	
Fax	
Email	

2025

Hopewell Township FD No. 1

Fire District Budget

www.hopewelltwpfire.org



Division of Local Government Services

2025 FIRE DISTRICT BUDGET
Certification Section

2025

Hopewell Township FD No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2025 to December 31, 2025

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

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

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

By: _____ Date: _____

2025 PREPARER'S CERTIFICATION

Hopewell Township FD No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2025 to December 31, 2025

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 stature 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:	jmoore@hopewelltwpfire.org
Name:	Jonathan Moore
Title:	Deputy Fire Chief
Address:	201 Washington Crossing Pennington Rd Titu
Phone Number:	(609) 730-8156
Fax Number:	(609) 730-1563
E-mail Address:	jmoore@hopewelltwpfire.org

2025 PREPARER'S CERTIFICATION OTHER ASSETS

Hopewell Township FD No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2025 to December 31, 2025

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:	jmoore@hopewelltwfire.org
Name:	Jonathan Moore
Title:	Deputy Fire Chief
Address:	201 Washington Crossing Pennington Rd Titusv
Phone Number:	(609) 730-8156
Fax Number:	(609) 730-1563
E-mail Address:	jmoore@hopewelltwfire.org

FIRE DISTRICT INTERNET WEBSITE CERTIFICATION

Fire District's Web Address:

www.hopewelltpwfire.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 organizations 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:

Matthew Martin

Title of Officer Certifying Compliance:

Chief of Emergency Services

Signature:

Mmartin@hopewelltpwfire.org

2025 APPROVAL CERTIFICATION

Hopewell Township FD No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2025 to December 31, 2025

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 of 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 December 5, 2024.

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:	ctomaro@hopewelltwpfire.org
Name:	Cosmo Tomaro
Title:	Treasurer
Address:	201 Washington Crossing Pennington Rd Tit
Phone Number:	(609) 730-8156
Fax Number:	(609) 730-1563
E-mail Address:	ctomaro@hopewelltwpfire.org

2025 FIRE DISTRICT BUDGET RESOLUTION

Hopewell Township FD No. 1

FISCAL YEAR: January 1, 2025 to December 31, 2025

WHEREAS, the Annual Budget for Hopewell Township FD No. 1 (the 'Fire District') for the fiscal year beginning January 1, 2025 and ending December 31, 2025 has been presented before the Board of Commissioners of the Fire District at its open public meeting of December 5, 2024; 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 \$1,215,100.02 which includes an amount to be raised by taxation of \$4,826,163.84 and Total Appropriations of \$6,041,263.86; and

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

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

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on December 5, 2024 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2025 and ending December 31, 2025 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on January 9, 2025.

jnovak@hopewelltwfire.org

(Secretary's Signature)

12/5/2024

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Erick Burd	X			
Joseph Novak	X			
Cosmo Tomaro	X			
Christopher Jones				X
Enrique Rodriguez, Jr.				X

2025 ADOPTION CERTIFICATION

Hopewell Township FD No. 1

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2025 to December 31, 2025

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 .

Officer's Signature:			
Name:			
Title:			
Address:			
Phone Number:		Fax:	
E-mail address:			

2025 ADOPTED BUDGET RESOLUTION

Hopewell Township FD No. 1

FISCAL YEAR: January 1, 2025 to December 31, 2025

WHEREAS, the Annual Budget for the Hopewell Township FD No. 1 (the 'Fire District') for the fiscal year beginning January 1, 2025 and ending December 31, 2025 has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of ; 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 \$0.00 which includes amount to be raised by taxation of \$0.00, and Total Appropriations of \$0.00; and

WHEREAS, an election shall be held annually on the third Saturday of February (only if required) 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 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2025 and ending December 31, 2025 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$0.00, which includes amount to be raised by taxation of \$0.00, and Total Appropriations of \$0.00; 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 (only if required) 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)


(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent

2025 FIRE DISTRICT BUDGET
Narrative and Information Section

2025 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Hopewell Township FD No. 1

FISCAL YEAR: January 1, 2025 to December 31, 2025

Answer all questions below using the space provided. Do not attach answers as a separate document.

1. When is the Fire District's annual election? (February and/or November)

November

If November, was the resolution submitted to the Division?

2. Complete a brief statement on the 2025 proposed Annual Budget and make comparison to the 2024 adopted budget.

The 2025 proposed budget has a modest overall increase of 8.3% over our 2024 budget. The increase is the result of our emergency operations expanding, rising costs, and emergency radios that require replacement due to obsolescence.

3. **Explain any variances over +/-10% for each line item.** Attach in FAST any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item.

The 2025 budget reflects an increase in interest on investments of 495% or \$24,964 as a result of successfully renegotiating our bank arrangements. In addition, the District implemented a new ambulance billing agreement beginning in 2025 that will generate an estimated new revenue of \$122,000. The decrease of \$70,000 in grant revenue is the result of not having the 2024 grant in 2025. This has no impact on the budget since the offsetting expense for the grant is also not in the 2025 budget. Despite all of the improvements made to generate new revenues in 2025 we are still operating with a dependence on surplus primarily due to expense increases that are beyond our control and the imbalances in our shared service agreements which are currently under negotiation. The result in 2025 is an increase of 29.9% surplus usage or an amount of \$699,030.02.

On the appropriations side of the budget, we saw the total administration appropriation increase by 10.7% or \$51,032.94. This was primarily the result of hiring an Administrative Assistant to help with daily activities. This position has been vacant for several years. The deferred charges fell off in 2025 and we do not anticipate an emergency appropriation of any kind, so that decreased by 100%, or \$30,000. We saw an 16.1% increase of \$33,200 in our LOSAP line item as we have been able to increase our volunteer ranks this past year. The capital appropriations increased 33.3%, or \$20,000 with the cost of inflation and increase in the cost of a vehicle we need to run our operation. Lastly, we see a decrease in our debt service by 14.4% or \$7,787.89.

2025 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Hopewell Township FD No. 1

FISCAL YEAR: January 1, 2025 to December 31, 2025

Answer all questions below using the space provided. Do not attach answers as a separate document.

4. Complete a brief statement on the impact the proposed Annual Budget will have on the Amount to be Raised by Taxation, the use of the Restricted and Unrestricted Fund Balance(s) and how they are complying with the Property Tax Levy Cap. If Unrestricted Fund Balance is reduced by more than 10%, explain the projected impact on the following year's budget.

The amount to be raised by taxation in the proposed 2025 budget will increase by \$223,497.38 in comparison to the 2024 budget causing the tax rate per \$100.00 of assessed valuation to increase to \$0.1210. The Fire District will utilize \$699,030.02 of Unrestricted Fund Balance to remain within the 2% Levy Cap. The Commissioners will continue to strictly oversee the budget to ensure compliance and funding availability. Fire prevention and protection of the citizens and property owners of Hopewell Township will be the main focus of the Fire Commissioners.

5. Does the Fire District plan on exceeding the Levy Cap? If so, please provide a statement with the 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.

No

6. If the Fire District plans to pass a Resolution for the Release of Restricted Fund Balance to be used in the 2025 proposed operating budget, explain the reason and purposes of the appropriation.

N/A

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

The Fire District continues to pay down the debt service to Hopewell Borough Fire District No.1 and Pennington Borough Fire District No.1 for fire apparatus. The Fire District also continues to pay down bank bonds for a fire apparatus and a marine unit. The Fire District is also planning to purchase a vehicle not to exceed \$80,000 for emergency response and fire inspection duties.

2025 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

Hopewell Township FD No. 1

FISCAL YEAR: January 1, 2025 to December 31, 2025

Answer all questions below using the space provided. Do not attach answers as a separate document.

8. 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.

N/A

9. 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 N.J.S.A. 40A:14-85.1? If so, provide the organization's incorporated name and amounts.

No

N/A

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

Total Assessed Valuation of District	\$	3,989,523,500.00
Proposed Tax Rate per \$100 of Assessed Valuation	\$	0.1210

11. 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	x	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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FIRE DISTRICT CONTACT INFORMATION

2025

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

Name of Fire District:	Hopewell Township FD No. 1		
<i>Address:</i>	201 Washington Crossing Pennington Road		
<i>City, State, Zip:</i>	Titusville, NJ 08560		
<i>Phone: (ext.)</i>	(609) 730-8156	<i>Fax:</i>	
<i>Fire District E-mail:</i>	n/a		

Preparer's Name:	Jonathan Moore		
<i>Preparer's Address:</i>	201 Washington Crossing Pennington Road		
<i>City, State, Zip:</i>	Titusville, NJ 08560		
<i>Phone: (ext.)</i>	(609) 730-8156	<i>Fax:</i>	(609) 730-1563
<i>E-mail:</i>	jmoore@hopewelltwpfire.org		

Chairperson:	Erick Burd		
<i>Phone: (ext.)</i>	(609) 730-8156	<i>Fax:</i>	
<i>E-mail:</i>	eburd@hopewelltwpfire.org		

Secretary:	Christopher Jones		
<i>Phone: (ext.)</i>	(609) 730-8156	<i>Fax:</i>	
<i>E-mail:</i>	cjones@hopewelltwpfire.org		

Treasurer:	Cosmo Tomaro		
<i>Phone: (ext.)</i>	(609) 730-8156	<i>Fax:</i>	
<i>E-mail:</i>	ctomaro@hopewelltwpfire.org		

Name of Auditor:	Amy Perrone		
<i>Name of Firm:</i>	Bowman & Company LLP		
<i>Address:</i>	601 White Horse Boulevard		
<i>City, State, Zip:</i>	Voorhees, NJ 08043		
<i>Phone: (ext.)</i>	(856) 441-6253	<i>Fax:</i>	
<i>E-mail:</i>	aperrone@bowman.cpa		

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE

Hopewell Township FD No. 1

FISCAL YEAR: January 1, 2025 to December 31, 2025

Answer all questions below completely.

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) Does the fire district have any amounts recievable from current or former commissioners, officers, or employees?

No

If "yes," provide a list of those individuals, their position, the amount receivable, and a description of the amount due to the fire district.

4) 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," provide 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.

5) 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," provide a description of the transaction including the name and position of the individual and the amount expended.

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Hopewell Township FD No. 1

FISCAL YEAR: January 1, 2025 to December 31, 2025

6) Use the "**Vehicle List**" tabs to 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." Do not attach the list as a separate document.

7) Did the fire district make any payments to current or former commissioners or employees for severance or termination?

No

If "yes", provide an explanation including amount paid.

8) 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," provide an explanation including amount paid.

9) Does the Fire District contract with another entity (i.e.: volunteer fire company, neighboring municipality, etc.) to provide fire protection or EMS services within the Fire District?

Yes

10) If the answer to #9 above is "yes," did the Fire District execute a written agreement with the entity that details the services that the entity will provide and the amount to be paid by the Fire District to the entity for the services provided?

Yes

If "yes," attach in FAST a copy of the agreement.

11) Does the fire District have a Length of Services Award Program (LOSAP) plan?

Yes

If "yes," indicate:

a) the year it was implemented

2001

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

112

c) the total number of volunteer members presently vested

75

d) whether the annual contribution for each vested member is fixed or based on an automatic increase

Auto Increase

e) the total LOSAP budgeted for the current year

\$ 239,000.00

f) the Fire District's LOSAP Plan Contractor

Lincoln Financial

g) whether the Plan Contractor has submitted its annual financial statement to the Director of the Division of Local Government Services pursuant to N.J.A.C. 5:30-14.49.

Yes

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Hopewell Township FD No. 1

FISCAL YEAR: January 1, 2025 to December 31, 2025

12) If the district's Board of Fire Commissioners authorizes its elected commissioners to receive any type of compensation for serving on the Board, did the district submit a copy of the compensation resolution to the municipal governing body for review and approval as required under N.J.S.A. 40A:14-88?

Yes

If "yes", provide a certified copy of the resolution, whenever adopted, fixing the level of compensation each commissioner is authorized to receive, and proof that the district submitted the resolution to the municipal clerk for governing body consideration. Only answer "N/A" if elected commissioners are not authorized to receive any compensation for their service on the Board.

13) Did the district make one or more supplemental emergency appropriations after adopting its current budget?

No

If "yes", for each supplemental emergency appropriation:

a) Was a resolution adopted by at least two-thirds (2/3) of the Board of Commissioners' full membership declaring that an emergency exists requiring a supplemental emergency appropriation and setting out the nature of the emergency in full?

b) Did the district submit the above-referenced resolution to the municipal clerk for municipal governing body consideration?

c) Did at least two-thirds (2/3) of the municipal governing body's full membership approve the district's emergency appropriation?

Provide (with the introduced budget) a certified copy of the Board's resolution authorizing the supplemental emergency appropriation with a certified copy of the municipal governing body's resolution approving the district's emergency appropriation.

14) Does the Fire District have a Volunteer Incentive Program (or other similarly named program) in addition to LOSAP?

No

If "yes", provide a detailed plan approved by Board of Commissioners. Plan should include at minimum the processes for earning incentive under the plan, the amount individuals are entitled to receive, and the process for reporting earnings. Also, ensure the estimated annual cost of the program on Sheet F-3 under "Cost of Operations and Maintenance". Record employer share of federal and state withholdings under fringe benefits. For additional information, see Local Finance Notice 2024-11.

FIRE DISTRICT VEHICLES

Hopewell Township FD No. 1

FISCAL YEAR: January 1, 2025 to December 31, 2025

Use the space below to list the fire district's motor vehicles. Do not attach list as a separate document.

[illegible]

FIRE DISTRICT SCHEDULE OF COMMISSIONERS AND OFFICERS

Hopewell Township FD No. 1

FISCAL YEAR: January 1, 2025 to December 31, 2025

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. 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 during the most recent fiscal year completed.

Commissioner: A member of the governing body of the Fire District with voting rights. Include alternates for the 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 officer 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 transaction 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.

**Hopewell Township FD No. 1
Mercer
Reportable Compensation from Fire District
(W-2/ 1099)**

	Name	Title	Average Hours per Week Dedicated to Position	Position		Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Fire District (health benefits, pension, etc.)	Total Compensation from Fire District
				Commissioner	Former Officer					
1	Matthew Martin	Chief	40	X		\$ 181,011.65				\$ 181,011.65
2	Jonathan Moore	Deputy Chief	40	X		\$ 148,846.73				\$ 148,846.73
3	Robert Bailey	Lieutenant	40	X		\$ 121,326.78				\$ 121,326.78
4	Andrew Fosina	Fire Official	40	X		\$ 122,513.35		\$ 5,000.00		\$ 127,513.35
5	Joshua Wilson	Lieutenant	40	X		\$ 121,920.07				\$ 121,920.07
6	Erick Burd	Fire Commissioner	2	X		\$ 5,130.00				\$ 5,130.00
7	Joseph Novak	Fire Commissioner	2	X		\$ 5,130.00				\$ 5,130.00
8	Cosmo Tomaro	Fire Commissioner	2	X		\$ 5,130.00				\$ 5,130.00
9	Christopher Jones	Fire Commissioner	2	X		\$ 5,130.00				\$ 5,130.00
10	Enrique Rodriguez, Jr.	Fire Commissioner	2	X		\$ 5,130.00				\$ 5,130.00
11										\$ -
12										\$ -
13										\$ -
14										\$ -
15										\$ -
Total:						\$ 721,268.58	\$ -	\$ 5,000.00	\$ -	\$ 726,268.58

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:

5

**Hopewell Township FD No. 1
Mercer**

	# 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	3	18,269.40	54,808.20	4	15,736.10	62,944.40	(8,136.20)	-12.9%
Parent & Child	0		-	0		-	-	0.0%
Employee & Spouse (or Partner)	1	36,750.96	36,750.96	1	31,674.12	31,674.12	5,076.84	16.0%
Family	6	50,926.92	305,561.52	5	43,844.76	219,223.80	86,337.72	39.4%
Employee Cost Sharing Contribution (enter as negative -)			(111,576.37)			(87,151.98)	(24,424.39)	28.0%
Subtotal	10		285,544.31	10		226,690.34	58,853.97	26.0%
Commissioners - Health Benefits - Annual Cost								
Single Coverage			-			-	-	0.0%
Parent & Child			-			-	-	0.0%
Employee & Spouse (or Partner)			-			-	-	0.0%
Family			-			-	-	0.0%
Employee Cost Sharing Contribution (enter as negative -)							-	0.0%
Subtotal	0		-	0		-	-	0.0%
Retirees - Health Benefits - Annual Cost								
Single Coverage			-			-	-	0.0%
Parent & Child			-			-	-	0.0%
Employee & Spouse (or Partner)	1	35,888.40	35,888.40	1	30,811.56	30,811.56	5,076.84	16.5%
Family	1	50,064.36	50,064.36	0	-	-	50,064.36	0.0%
Employee Cost Sharing Contribution (enter as negative -)							-	0.0%
Subtotal	2		85,952.76	1		30,811.56	55,141.20	179.0%
GRAND TOTAL	12		371,497.07	11.00		257,501.90	113,995.17	44.3%

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

Yes

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

Yes

*Explain any variances in the Grand Total over +/- 10% on Message & Analysis (Page N-1).

**Hopewell Township FD No. 1
Mercer**

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at January 1, 2024	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement
Robert Bailey	44	\$ 20,454.46			x
Daniel Cunningham	47	\$ 19,240.66	x		
Joshua Diamond	65	\$ 21,181.64	x		
Andrew Fosina	55	\$ 25,602.16			x
Damian Lyness	45	\$ 19,566.33	x		
Matthew Martin	256	\$ 178,054.10			x
Jonathan Moore	136	\$ 77,517.37			x
Nicholas Moorehead	52	\$ 13,584.64	x		
John Schafer	56	\$ 19,382.04	x		
Dylan Talarick	47	\$ 19,358.14	x		
David VanDoren	77	\$ 33,449.54	x		
Deron Williams	64	\$ 22,296.17	x		
Joshua Wilson	100	\$ 47,446.54			x
Total liability for accumulated compensated absences at January 1, 2024 (this page only)		<u><u>\$ 517,133.79</u></u>			

Hopewell Township FD No. 1
Mercer

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

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at January 1, 2024	Dollar Value of Accrued Compensated Absence Liability	Legal Basis for Benefit		
			Approved Labor Agreement	Resolution	Individual Employment Agreement

Total liability for accumulated compensated absences at January 1, 2024 (all pages)

\$ 517,133.79

**2025 FIRE DISTRICT BUDGET
FINANCIAL SCHEDULES SECTION**

Instructions:

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

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

Name of Fire District:	Hopewell Township FD No. 1
County:	Mercer
Year:	2025

Levy Cap Calculation Summary	
2024 Adopted Budget - Amount to be Raised by Taxation	\$ 4,602,666.00
Cap Bank Available from 2022 (See Levy Cap Certification)	\$ -
Cap Bank Available from 2023 (See Levy Cap Certification)	\$ -
Cap Bank Available from 2024 (See Levy Cap Certification)	\$ -
Cap Bank Used from 2022	\$ -
Cap Bank Used from 2023	\$ -
Cap Bank Used from 2024	\$ -
Changes in Service Provider (+/-)	\$ -
DLGS Approved Adjustments	\$ -
Cancelled or Unexpended Referendum Amount (Enter as a positive number)	\$ -
Assessed Valuation of District for adopted budget	\$ 3,989,523,500.00
New Ratables - Increase in Valuations (New Construction and Additions)	\$ 5,874,300.00
Adopted Fire District Tax Rate (three decimals) per \$100	\$0.116
Projected Tax Rate based upon Proposed Levy	0.120793074

Budget Summary

Hopewell Township FD No. 1 Mercer

	<i>2025 Proposed Budget</i>	<i>2024 Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
REVENUES AND FUND BALANCE UTILIZED				
Total Fund Balance Utilized	699,030.02	537,947.51	161,082.51	29.9%
Total Miscellaneous Anticipated Revenues	4,321.00	4,321.00	-	0.0%
Total Sale of Assets	-	-	-	0.0%
Total Interest on Investments & Deposits	30,000.00	5,036.00	24,964.00	495.7%
Total Other Revenue	217,000.00	95,000.00	122,000.00	128.4%
Total Operating Grant Revenue	-	70,000.00	(70,000.00)	-100.0%
Total Revenues Offset with Appropriations	<u>264,749.00</u>	<u>264,749.04</u>	<u>(0.04)</u>	0.0%
Total Revenues and Fund Balance Utilized	1,215,100.02	977,053.55	238,046.47	24.4%
Amount to be Raised by Taxation to Support Budget	<u>4,826,163.84</u>	<u>4,602,666.46</u>	<u>223,497.38</u>	4.9%
Total Anticipated Revenues	<u>6,041,263.86</u>	<u>5,579,720.01</u>	<u>461,543.85</u>	8.3%
APPROPRIATIONS				
Total Administration	528,559.94	477,527.00	51,032.94	10.7%
Total Cost of Operations & Maintenance	4,688,829.06	4,280,879.08	407,949.98	9.5%
Total Appropriations Offset with Revenue (must equal Revenues Offset with Appropriations)	246,577.95	264,749.04	(18,171.09)	-6.9%
Total Appropriated Duly Incorporated First Aid/Rescue Squad	-	-	-	0.0%
Total Deferred Charges	-	30,000.00	(30,000.00)	-100.0%
Cash Deficit, Preceeding Year (N.J.S.A. 40A:14-78.6)	-	-	-	0.0%
Length of Service Award Program (LOSAP) Contribution	239,000.00	205,800.00	33,200.00	16.1%
Total Capital Appropriations	80,000.00	60,000.00	20,000.00	33.3%
Total Principal Payments on Debt Service	212,110.16	206,790.25	5,319.91	2.6%
Total Interest Payments on Debt	<u>46,186.75</u>	<u>53,974.64</u>	<u>(7,787.89)</u>	-14.4%
Total Appropriations	<u>6,041,263.86</u>	<u>5,579,720.01</u>	<u>461,543.85</u>	8.3%
ANTICIPATED SURPLUS (DEFICIT)	<u>-</u>	<u>-</u>	<u>-</u>	0.0%

**Hopewell Township FD No. 1
Mercer**

	<i>2025 Proposed Budget</i>	<i>2024 Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
<i>Fund Balance Utilized</i>				
Unrestricted Fund Balance	699,030.02	537,947.51	161,082.51	29.9%
Restricted Fund Balance	-	-	-	0.0%
Total Fund Balance Utilized	699,030.02	537,947.51	161,082.51	29.9%
<i>Miscellaneous Anticipated Revenues</i>				
Shared Services (N.J.S.A. 40A:65-1 et seq.)			-	0.0%
Joint Purchasing Agreements (N.J.S.A. 40A:10 & 11)			-	0.0%
Emergency Assistance (N.J.S.A. 40A:14-26)			-	0.0%
Municipal Assistance (N.J.S.A. 40A:14-34)	4,321.00	4,321.00	-	0.0%
Municipal Assistance - Adjoin (N.J.S.A. 40A:14-35)			-	0.0%
Contracts - Volunteer Fire Co (N.J.S.A. 40A:14-68)			-	0.0%
Leases - Local Municipality (N.J.S.A. 40A:14-83)			-	0.0%
Rental Income			-	0.0%
Total Miscellaneous Anticipated Revenues	4,321.00	4,321.00	-	0.0%
<i>Sale of Assets (List Individually)</i>				
Asset #1			-	0.0%
Asset #2			-	0.0%
Asset #3			-	0.0%
Asset #4			-	0.0%
Total Sale of Assets	-	-	-	0.0%
<i>Interest on Investments & Deposits (List Accounts Separately)</i>				
Investment Account #1	360.00	60.00	300.00	500.0%
Investment Account #2	360.00	61.00	299.00	490.2%
Investment Account #3	5,250.00	889.00	4,361.00	490.6%
Investment Account #4	24,030.00	4,026.00	20,004.00	496.9%
Total Interest on Investments & Deposits	30,000.00	5,036.00	24,964.00	495.7%
<i>Other Revenue (List in Detail)</i>				
Reimbursement from Hopewell Borough FD	90,000.00	88,000.00	2,000.00	2.3%
Special Duty Events	7,000.00	7,000.00	-	0.0%
EMS billing	120,000.00		120,000.00	100.0%
Other Revenue #4			-	0.0%
Total Other Revenue	217,000.00	95,000.00	122,000.00	128.4%
<i>Operating Grant Revenue (List in Detail)</i>				
Supplemental Fire Service Act (P.L.1985,c.295)			-	0.0%
ARP Grant		70,000.00	(70,000.00)	-100.0%
Other Grant #2		-	-	0.0%
Other Grant #3			-	0.0%
Other Grant #4			-	0.0%
Other Grant #5			-	0.0%
Total Operating Grant Revenue	-	70,000.00	(70,000.00)	-100.0%
<i>Revenues Offset with Appropriations</i>				
<u>Uniform Fire Safety Act (P.L.1983,c.383)</u>				
Reserves Utilized			-	0.0%
Annual Registration Fees	212,412.00	264,749.04	(52,337.04)	-19.8%
Penalties and Fines			-	0.0%
Other Revenues	52,337.00		52,337.00	100.0%
Total Uniform Fire Safety Act	264,749.00	264,749.04	(0.04)	0.0%
<u>Other Revenues Offset with Appropriations (List)</u>				
Other Offset Revenues #1		-	-	0.0%
Other Offset Revenues #2			-	0.0%
Other Offset Revenues #3			-	0.0%
Other Offset Revenues #4			-	0.0%
Total Other Revenues Offset with Appropriations	-	-	-	0.0%
Total Revenues Offset with Appropriations	264,749.00	264,749.04	(0.04)	0.0%
TOTAL REVENUES AND FUND BALANCE UTILIZED	1,215,100.02	977,053.55	238,046.47	24.4%

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			-	0.0%
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[illegible]

			-	0.0%
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**Hopewell Township FD No. 1
Mercer**

	2025 Proposed Budget	2024 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
<i>Administration - Personnel</i>				
Salary & Wages (excluding Commissioners)	59,885.00		59,885.00	100.0%
Commissioners	25,650.00	25,650.00	-	0.0%
Fringe Benefits	19,108.94	2,733.50	16,375.44	599.1%
Total Administration - Personnel	104,643.94	28,383.50	76,260.44	268.7%
<i>Administration - Other (List)</i>				
Other Administration Expense #1	423,916.00	449,143.50	(25,227.50)	-5.6%
Other Administration Expense #2			-	0.0%
Other Administration Expense #3			-	0.0%
Contingent Expenses			-	0.0%
Other Assets, Non-Bondable #1			-	0.0%
Other Assets, Non-Bondable #2			-	0.0%
Other Assets, Non-Bondable #3			-	0.0%
Total Administration - Other	423,916.00	449,143.50	(25,227.50)	-5.6%
Total Administration	528,559.94	477,527.00	51,032.94	10.7%
<i>Cost of Operations & Maintenance - Personnel</i>				
Salary & Wages	1,694,370.03	1,727,435.68	(33,065.65)	-1.9%
Fringe Benefits	1,073,544.30	872,323.08	201,221.22	23.1%
Total Operations & Maintenance - Personnel	2,767,914.33	2,599,758.76	168,155.57	6.5%
<i>Volunteer Incentive Program</i>				
Salary & Wages			-	0.0%
Fringe Benefits			-	0.0%
Total Volunteer Incentive Program	-	-	-	0.0%
<i>Cost of Operations & Maintenance - Other (List)</i>				
Other Operations & Maintenance Expense #1	1,768,114.73	1,560,920.32	207,194.41	13.3%
NJ DCA grant		70,000.00	(70,000.00)	-100.0%
Other Operations & Maintenance Expense #3			-	0.0%
Contingent Expenses			-	0.0%
Other Assets, Non-Bondable #1	97,900.00	17,400.00	80,500.00	462.6%
Other Assets, Non-Bondable #2	54,900.00	32,800.00	22,100.00	67.4%
Other Assets, Non-Bondable #3			-	0.0%
Total Operations & Maintenance - Other	1,920,914.73	1,681,120.32	239,794.41	14.3%
Total Operations & Maintenance	4,688,829.06	4,280,879.08	407,949.98	9.5%
<i>Appropriations Offset with Revenue - Personnel</i>				
Salary & Wages	202,500.87	193,956.00	8,544.87	4.4%
Fringe Benefits	44,077.08	70,793.04	(26,715.96)	-37.7%
Total Appropriations Offset with Revenue - Personnel	246,577.95	264,749.04	(18,171.09)	-6.9%
<i>Appropriations Offset with Revenue - Other (List)</i>				
Other Expense #1			-	0.0%
Other Expense #2			-	0.0%
Other Expense #3			-	0.0%
Contingent Expenses			-	0.0%
Other Assets, Non-Bondable #1			-	0.0%
Other Assets, Non-Bondable #2			-	0.0%
Other Assets, Non-Bondable #3			-	0.0%
Total Appropriations Offset with Revenue - Other	-	-	-	0.0%
Total Appropriations Offset with Revenue	246,577.95	264,749.04	(18,171.09)	-6.9%
<i>Duly Incorporated First Aid/Rescue Squad Associations</i>				
Vehicles			-	0.0%
Equipment			-	0.0%
Materials & Supplies			-	0.0%
Total Duly Incorporated First Aid/Rescue Squad Associations	-	-	-	0.0%
<i>Emergency Appropriations & Deferred Charges (List)</i>				
Emergency Appropriation #1 - Fire Truck	-	30,000.00	(30,000.00)	-100.0%
Emergency Appropriation #2			-	0.0%
Emergency Appropriation #3			-	0.0%
Deferred Charge #1 (cite statute)			-	0.0%
Deferred Charge #2 (cite statute)			-	0.0%
Declared State of Emergency (N.J.S.A. 40A:4-45.45 10b)			-	0.0%
Total Deferred Charges	-	30,000.00	(30,000.00)	-100.0%
Cash Deficit, Preceding Year (N.J.S.A. 40A:14-78.6)			-	0.0%
Length of Service Award Program (LOSAP) Contribution (N.J.S.A. 40A:14-78.6)	239,000.00	205,800.00	33,200.00	16.1%
Total Capital Appropriations	80,000.00	60,000.00	20,000.00	33.3%
Total Principal Payments on Debt Service	212,110.16	206,790.25	5,319.91	2.6%
Total Interest Payments on Debt	46,186.75	53,974.64	(7,787.89)	-14.4%
TOTAL APPROPRIATIONS	6,041,263.86	5,579,720.01	461,543.85	8.3%

FIRE DISTRICT PROPOSED APPROPRIATIONS

APPROPRIATION DETAIL PAGE

Hopewell Township FD No. 1

FISCAL YEAR: January 1, 2025 to December 31, 2025

Use the space below to provide further detail of any Appropriations listed on "F-3 Appropriations (Proposed)"

<i>Line Item:</i>	<i>Proposed 2025 Amount</i>	<i>Adopted 2024 Amount</i>	<i>\$ Change Proposed vs. Adopted</i>	<i>% Change Proposed vs. Adopted</i>
Office Suplies	12,325.00	11,825.00	500.00	4.2%
Printing & PR Materials	10,175.00	5,125.00	5,050.00	98.5%
Admin Training/Conferences	7,450.00	2,715.00	4,735.00	174.4%
Membership Dues	300.00	300.00	-	0.0%
Fire Prevention Materials	1,000.00	1,000.00	-	0.0%
Postage & Shipping	2,000.00	2,000.00	-	0.0%
Computer Software & Maint	69,074.00	54,460.50	14,613.50	26.8%
Building Maint & Repair	5,850.00	5,510.00	340.00	6.2%
Specialized Services	18,400.00	18,400.00	-	0.0%
Contracteed Services	295,342.00	345,808.00	(50,466.00)	-14.6%
Advertising	2,000.00	2,000.00	-	0.0%
TOTAL OTHER ADMINISTRATION	423,916.00	449,143.50	(25,227.50)	-5.6%
Laundry Service	5,700.00	6,200.00	(500.00)	-8.1%
Insurance	104,510.00	89,014.00	15,496.00	17.4%
Materials & Supplies	9,100.00	5,150.00	3,950.00	76.7%
Fuel	38,800.00	38,700.00	100.00	0.3%
EMS Supplies	17,000.00	17,000.00	-	0.0%
Training	74,012.00	69,329.50	4,682.50	6.8%
Membership & Subscriptions	4,134.00	4,034.00	100.00	2.5%
Uniforms/FF Gear	59,120.00	69,645.00	(10,525.00)	-15.1%
Hydrants & Rent	361,444.73	332,874.67	28,570.06	8.6%
Safety Equipment	5,700.00	5,700.00	-	0.0%
Computer/Radio Repair	500.00	500.00	-	0.0%
Equipment Maintenance	38,600.00	38,050.00	550.00	1.4%
Vehicle Maintenanccce	93,240.00	90,080.00	3,160.00	3.5%
Utilities	33,520.00	33,612.00	(92.00)	-0.3%
Contractual Payments - Fire	693,834.00	531,511.15	162,322.85	30.5%
Contractual Payments - EMS	212,400.00	212,400.00	-	0.0%
Volunteer Services	14,500.00	14,000.00	500.00	3.6%
Biohazard	2,000.00	3,120.00	(1,120.00)	-35.9%
TOTAL OTHER OPERATIONS	1,768,114.73	1,560,920.32	207,194.41	13.3%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%

FIRE DISTRICT PROPOSED APPROPRIATIONS

APPROPRIATION DETAIL PAGE

Hopewell Township FD No. 1

FISCAL YEAR: January 1, 2025 to December 31, 2025

Use the space below to provide further detail of any Appropriations listed on "F-3 Appropriations (Proposed)"

<i>Line Item:</i>	<i>Proposed 2025 Amount</i>	<i>Adopted 2024 Amount</i>	<i>\$ Change Proposed vs. Adopted</i>	<i>% Change Proposed vs. Adopted</i>
O/A Non-Bondable #1			#VALUE!	0.0%
Various FF Equipment	600.00	600.00	-	0.0%
Radio/Cellphone	86,100.00	9,600.00	76,500.00	796.9%
Computer Hardware	9,700.00	6,200.00	3,500.00	56.5%
Various Equipment	1,500.00	1,000.00	500.00	50.0%
TOTAL NON-BONDABLE #1	97,900.00	17,400.00	80,500.00	462.6%
			-	0.0%
O/A Non Bondable #2			-	0.0%
Monitor Pagers	4,000.00	3,500.00	500.00	14.3%
Radios & Equipment	30,000.00	8,900.00	21,100.00	237.1%
Var Adapters & Small Hand Tools	500.00	600.00	(100.00)	-16.7%
Misc Firefighter Equip	10,000.00	3,500.00	6,500.00	185.7%
Handlights	1,000.00	2,000.00	(1,000.00)	-50.0%
Replacement Tools	100.00	100.00	-	0.0%
Nozzles	1,000.00	1,000.00	-	0.0%
Fire Fighter Hose	5,000.00	4,000.00	1,000.00	25.0%
Accountability System	250.00	250.00	-	0.0%
Gas Meter	450.00	450.00	-	0.0%
Computer Hardware	2,000.00	3,000.00	(1,000.00)	-33.3%
Rope Bags		-	-	0.0%
Gear Racks		-	-	0.0%
Marine Apparatus	500.00	4,500.00	(4,000.00)	-88.9%
Various Bldg. Improv.		-	-	0.0%
Dewatering Equip	100.00	1,000.00	(900.00)	-90.0%
Marine Equip Improvements		-	-	0.0%
TOTAL NON-BONDABLE #2	54,900.00	32,800.00	22,100.00	67.4%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%

Hopewell Township FD No. 1

Mercer

Administrative Positions Excluding Commissioners (List Individually)			2025 Proposed Budget Salary & Wages		PERS Contribution	PFRS Contribution	Employee Group Health Insurance	Other Fringe Benefits	2025 Proposed Budget Fringe Benefits
	Number of Staff	Annual Wages							
Administrative Assistant	1.00	\$ 50,000.00	\$ 50,000.00				\$ 4,243.91	\$ 7,745.03	\$ 11,988.94
Administrative Assistant Overtime	1.00	\$ 2,000.00	\$ 2,000.00						\$ -
Administrative Assistant Buy Back	1.00	\$ 2,885.00	\$ 2,885.00						\$ -
Clerk to the Board	1.00	\$ 5,000.00	\$ 5,000.00						\$ -
Position #5			\$ -					\$ 2,120.00	\$ 2,120.00
Position #6			\$ -				\$ 5,000.00	\$ -	\$ 5,000.00
Position #7			\$ -						\$ -
Position #8			\$ -						\$ -
Total Administration	4.00		\$ 59,885.00	\$ -	\$ -	\$ 9,243.91	\$ 9,865.03		\$ 19,108.94

Operation & Maintenance Positions (List Individually)			2025 Proposed Budget Salary & Wages		PERS Contribution	PFRS Contribution	Employee Group Health Insurance	Other Fringe Benefits	2025 Proposed Budget Fringe Benefits
	Number of Staff	Annual Wages							
Chief	1.00	\$ 163,732.13	\$ 163,732.13			\$ 437,703.00	\$ 289,146.00	\$ 259,505.30	\$ 986,354.30
Deputy Chief	1.00	\$ 169,705.61	\$ 169,705.61						\$ -
Lieutenants (2)	1.00	\$ 265,000.31	\$ 265,000.31						\$ -
Specialists (8)	1.00	\$ 750,445.03	\$ 750,445.03						\$ -
Per Diem Staff	1.00	\$ 150,000.00	\$ 150,000.00						\$ -
Chief Buy Backs	1.00	\$ 31,486.95	\$ 31,486.95						\$ -
Overtime	1.00	\$ 130,000.00	\$ 130,000.00				\$ -		\$ -
Special Duty	1.00	\$ 4,000.00	\$ 4,000.00						\$ -
Retirees		\$ -	\$ -				\$ 87,190.00		\$ 87,190.00
Retiree Buyback	1.00	\$ 30,000.00	\$ 30,000.00						\$ -
			\$ -						\$ -
Position #12			\$ -						\$ -
Position #13			\$ -						\$ -
Position #14			\$ -						\$ -
Total Operation & Maintenance	9.00		\$ 1,694,370.03	\$ -	\$ 437,703.00	\$ 376,336.00	\$ 259,505.30		\$ 1,073,544.30

Salary Offset by Revenue Positions (List Individually)			2025 Proposed Budget Salary & Wages		PERS Contribution	PFRS Contribution	Employee Group Health Insurance	Other Fringe Benefits	2025 Proposed Budget Fringe Benefits
	Number of Staff	Annual Wages							
Fire Official	1.00	\$ 125,272.87	\$ 125,272.87	\$ 20,252.00			\$ 5,600.00	\$ 18,225.08	\$ 44,077.08
Fire Official BuyBacks	1.00	\$ 7,228.00	\$ 7,228.00						\$ -
Fire Inspector	1.00	\$ 70,000.00	\$ 70,000.00						\$ -
	-	\$ -	\$ -						\$ -
Position #5			\$ -						\$ -
Position #6			\$ -						\$ -
Position #7			\$ -						\$ -
Position #8			\$ -						\$ -
Total Offset by Revenue	3.00		\$ 202,500.87	\$ 20,252.00	\$ -	\$ 5,600.00	\$ 18,225.08		\$ 44,077.08

Total Administration, Operations & Offset by Revenue	16.00		\$ 1,956,755.90	\$ 20,252.00	\$ 437,703.00	\$ 391,179.91	\$ 287,595.41		\$ 1,136,730.32
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**Hopewell Township FD No. 1
Mercer**

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

<i>List Project Separately</i>	<i>Asset Type</i>	<i>Time of General Election February or November</i>	<i>Date of Approval</i>	<i>Affirmative Vote Percentage</i>	<i>2025 Proposed Budget</i>	<i>2024 Adopted Budget</i>
Fire Inspector Emergency Response Vehicle	Vehicle	November	11/09/23	100%		\$ 60,000.00
New Tahoe	Vehicle	November	11/14/24	100%	\$ 80,000.00	
Capital Improvement #3						
Capital Improvement #4						
Capital Improvement #5						
Capital Improvement #6						
Capital Improvement #7						
Total Capital Improvements					\$ 80,000.00	\$ 60,000.00

DOWN PAYMENTS/CAPITAL FINANCED IMPROVEMENTS (N.J.S.A. 40A:14-85)

<i>List Project Separately</i>	<i>Asset Type</i>	<i>Date of Local Finance Board Approval</i>	<i>Date of Voter Approval</i>	<i>Affirmative Vote Percentage</i>	<i>2025 Proposed Budget</i>	<i>2024 Adopted Budget</i>
Capital Improvement #1						
Capital Improvement #2						
Capital Improvement #3						
Capital Improvement #4						
Capital Improvement #5						
Capital Improvement #6						
Capital Improvement #7						
Total Down Payments					\$ -	\$ -
Total Capital Improvements & Down Payments					\$ 80,000.00	\$ 60,000.00

RESERVE FOR FUTURE CAPITAL OUTLAYS

TOTAL CAPITAL APPROPRIATIONS

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

**Hopewell Township FD No. 1
Mercer**

	Date of Voter Approval	% of Voter Approval	Date of Local Finance Board Approval	Current Year 2024	2025	2026	2027	2028	2029	2030	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>												
Station 51 Ladder Tower	12/15/14	54%	n/a	57,053.78	58,999.32	61,011.20	63,091.68	65,243.10	67,467.89	69,768.55	146,755.54	532,337.28
BAN #3												-
BAN #4												-
Total Principal - BANs				57,053.78	58,999.32	61,011.20	63,091.68	65,243.10	67,467.89	69,768.55	146,755.54	532,337.28
<i>Capital Leases</i>												
Capital Lease #1												
Capital Lease #2												
Capital Lease #3												
Capital Lease #4												
Total Principal - Capital Leases												
<i>Intergovernmental Loans</i>												
Station 51 Engine			n/a	56,637.85	58,414.55	60,733.60	63,144.73	65,651.57	68,257.94	70,967.73		387,170.12
Intergovernmental #2												
Intergovernmental #3												
Intergovernmental #4												
Total Principal - Intergovernmental Loans				56,637.85	58,414.55	60,733.60	63,144.73	65,651.57	68,257.94	70,967.73		387,170.12
<i>Other Bonds or Notes Payable</i>												
Station 52 Rescue	02/13/16	59%	n/a	41,098.62	42,696.29	44,356.07	46,080.36					133,132.72
Tanker Truck & Marine Unit	02/17/18	58%	10/10/18	52,000.00	52,000.00	52,000.00	52,000.00	52,000.00				208,000.00
Other Bonds or Notes #3												
Other Bonds or Notes #4												
Total Principal - Other Bonds or Notes				93,098.62	94,696.29	96,356.07	98,080.36	52,000.00				341,132.72
TOTAL PRINCIPAL ALL OBLIGATIONS				206,790.25	212,110.16	218,100.87	224,316.77	182,894.67	135,725.83	140,736.28	146,755.54	1,260,640.12

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

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

**Hopewell Township FD No. 1
Mercer**

	Current Year 2024	2025	2026	2027	2028	2029	2030	Thereafter	Total Interest Payments Outstanding
<i>General Obligation Bonds</i>									
General Obligation Bond #1									
General Obligation Bond #2									
General Obligation Bond #3									
General Obligation Bond #4									
Total Interest - General Obligation Bonds									
<i>Bond Anticipation Notes</i>									
Station 51 Ladder Tower	20,098.24	18,152.70	16,140.82	14,060.34	11,908.92	9,684.13	7,383.47	7,548.50	84,878.88
BAN #3									
BAN #4									
Total Interest Payments - BANs	20,098.24	18,152.70	16,140.82	14,060.34	11,908.92	9,684.13	7,383.47	7,548.50	84,878.88
<i>Capital Leases</i>									
Capital Lease #1									
Capital Lease #2									
Capital Lease #3									
Capital Lease #4									
Total Interest Payments - Capital Leases									
<i>Intergovernmental Loans</i>									
Station 51 Engine	17,743.33	15,370.65	13,051.60	10,640.47	8,133.63	5,527.26	2,817.47		55,541.08
Intergovernmental #2									
Intergovernmental #3									
Intergovernmental #4									
Total Interest Payments - Intergovernmental	17,743.33	15,370.65	13,051.60	10,640.47	8,133.63	5,527.26	2,817.47		55,541.08
<i>Other Bonds or Notes Payable</i>									
Station 52 Rescue	6,773.07	5,175.40	3,515.62	1,791.33					10,482.35
Tanker Truck & Marine Unit	9,360.00	7,488.00	5,616.00	3,744.00	1,872.00				18,720.00
Other Bonds or Notes #3									
Other Bonds or Notes #4									
Total Interest Payments - Other Bonds or Notes	16,133.07	12,663.40	9,131.62	5,535.33	1,872.00				29,202.35
TOTAL INTEREST ALL OBLIGATIONS	53,974.64	46,186.75	38,324.04	30,236.14	21,914.55	15,211.39	10,200.94	7,548.50	169,622.31

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.

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

Hopewell Township FD No. 1
Mercer

UNRESTRICTED FUND BALANCE

Beginning balance January 1, 2024 (1)	\$ 3,182,696.66
Plus: Accrued Unfunded Pension Liability (1)	
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	
Less: Utilized in 2024 Adopted Budget	\$ 537,947.51
Proposed balance available	\$ 2,644,749.15
Estimated results of operations for the year ending December 31, 2024	
Anticipated balance December 31, 2024	\$ 2,644,749.15
Less: Fund Balance utilized in 2025 Proposed Budget	\$ 699,030.02
Proposed balance after utilization in 2025 Proposed Budget	\$ 1,945,719.13

RESTRICTED FUND BALANCE

Beginning balance January 1, 2024 (1)	\$ 2,283,998.54
Less: Utilized in 2024 Adopted Budget	\$ -
Proposed balance available	\$ 2,283,998.54
Estimated results of operations for the year ending December 31, 2024	
Anticipated balance December 31, 2024	\$ 2,283,998.54
Less: Restricted Fund Balance used in 2025 Proposed Budget for Capital Purposes	
Less: Restricted Fund Balance released via Referendum Resolution	\$ -
Proposed balance after utilization in 2025 Proposed Budget	\$ 2,283,998.54

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

**Hopewell Township FD No. 1
Mercer**

Summary of Referendum Line Items	<i>2025 Proposed Budget Amount Requested</i>	<i>2024 Final Budget</i>
Total Referendum Line Items	\$ -	\$ -

Tax Levy Requested minus Maximum Allowable Levy \$ 0.00

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	<i>2025 Proposed Budget Amount Requested</i>	<i>2024 Final Budget</i>
Total Release of Restricted Fund Balance	\$ -	\$ -

Hopewell Township FD No. 1
Mercer

LEVY CAP CALCULATION

Prior Year Amount to be Raised by Taxation for Fire District Purposes	4,602,666.00
Changes in Service Provider (+/-)	-
DLGS Approved Adjustments	-
Net Prior Year Tax Levy for Municipal Purposes for Cap Calculation	4,602,666.00
Plus: 2% Cap Increase	92,053.32
ADJUSTED TAX LEVY PRIOR TO EXCLUSIONS	4,694,719.32

Exclusions

Shared Service Exclusion	-
Change in Total Debt Service Appropriation	-
Allowable Pension Increases	32,923.00
Allowable Increase in Health Care Costs	38,507.33
Changes in LOSAP Contributions (+/-)	33,200.00
Extraordinary Costs due to a "Declared" Emergency	-
Net Capital Improvement Fund and/or Down Payment on Improvements	20,000.00
Total Exclusions	124,630.33

Less: Cancelled or Unexpended Referendum Amounts	-
Increase in Ratable Valuation (New Construction/Additions)	5,874,300.00
Prior Year Local Fire District Tax Rate (3 decimals/\$100)	\$0.116
	6,814.19

ADJUSTED TAX LEVY	4,826,163.84
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Amount Utilized from Levy Cap Bank from 2022	-
Amount Utilized from Levy Cap Bank from 2023	-
Amount Utilized from Levy Cap Bank from 2024	-
Maximum Tax Levy Before Referendum	4,826,163.84

Amount Proposed for Levy Cap Referendum	-
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MAXIMUM ALLOWABLE AMOUNT TO BE RAISED BY TAXATION	4,826,163.84
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CAP BANK CALCULATION

Amount to be Raised by Taxation	4,826,163.84
Cap Bank Available from Prior Year (2022) for 2025 Budget	-
Cap Bank Available from Prior Year (2023) for 2025 Budget	-
Revised Cap Bank from Prior Year (2023) Available for 2026 Budget	-
Cap Bank Available from Prior Year (2024) for 2025 Budget	-
Revised Cap Bank from Prior Year (2024) Available for 2026 Budget	-
Cap Bank Available from (2025) for 2026 Budget	-

Hopewell Township FD No. 1
Mercer

Name of Entity Providing Service	Type of Shared Service Provided (List Each Separately)	Health Care Costs		Pension Costs		Debt Service Costs		Capital Improvement Costs		Declared Emergency Costs		Total Shared Services Cost		Salary Costs		Other Costs		Total	
		Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted
Pennington Borough Fire District No.1												-	-			356,364.00	356,364.00	356,364.00	356,364.00
Hopewell Borough Fire District No.1												-	-			337,470.00	337,470.00	337,470.00	337,470.00
Union Fire Company and Rescue Squad, Inc.												-	-					-	-
												-	-					-	-
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Total		-	-	-	-	-	-	-	-	-	-	-	-	-	-	693,834.00	693,834.00	693,834.00	693,834.00

Hopewell Township FD No. 1

Mercer

PENSION CONTRIBUTION CALCULATION

2025 Proposed Budget PERS Contribution Appropriated	\$ 20,252.00
2025 Proposed Budget PFRS Contribution Appropriated	\$ 437,703.00
Anticipated Revenues for Fringe Benefits Directly Offsetting Pension Costs	\$ 20,252.00
Net 2025 Base Amount	\$ 437,703.00
2024 Adopted Budget PERS Contribution	\$ 28,337.00
2024 Adopted Budget PFRS Contribution	\$ 376,443.00
Realized Revenues for Fringe Benefits Directly Offsetting Pension Costs	
Net 2024 Base Amount	\$ 404,780.00
Pension Contribution Exclusion	\$ 32,923.00

LOSAP CALCULATION

2025 Proposed Budget LOSAP Appropriation	\$ 239,000.00
2024 Adopted Budget LOSAP Appropriation	\$ 205,800.00
LOSAP Exclusion (+/-)	\$ 33,200.00

DEBT SERVICE CALCULATION

2025 Proposed Budget Total Debt Service Appropriation	\$ 258,296.91
2025 Proposed Budget Debt Service Appropriation Offset from Restricted Fund	\$ -
2025 Proposed Budget Debt Service Appropriation Offset from Grant Revenue	\$ -
2025 Proposed Budget Debt Service Appropriation Offset from Unrestricted Fund	\$ -
2025 Base Amount	\$ 258,296.91
2024 Adopted Budget Total Debt Service Appropriation	\$ 260,764.89
2024 Adopted Budget Debt Service Appropriation Offset from Restricted Fund	\$ -
2024 Adopted Budget Debt Service Appropriation Offset from Grant Fund	\$ -
2024 Adopted Budget Debt Service Appropriation Offset from Unrestricted Fund	\$ -
2024 Base Amount	\$ 260,764.89
Debt Service Exclusion	\$ -

CAPITAL APPROPRIATION CALCULATION

2025 Proposed Budget Total Capital Appropriation	\$ 80,000.00
2025 Proposed Budget Capital Appropriation Offset from Restricted Fund	\$ -
2025 Proposed Budget Capital Appropriation Offset from Grant Revenue	\$ -
2025 Proposed Budget Capital Appropriation Offset from Unrestricted Fund	\$ -
2025 Base Amount	\$ 80,000.00
2024 Adopted Budget Total Capital Appropriation	\$ 60,000.00
2024 Adopted Budget Capital Appropriation Offset from Restricted Fund	\$ -
2024 Adopted Budget Capital Appropriation Offset from Grant Revenue	\$ -
2024 Adopted Budget Capital Appropriation Offset from Unrestricted Fund	\$ -
2024 Base Amount	\$ 60,000.00
Capital Expenditure Exclusion	\$ 20,000.00

HEALTH INSURANCE EXCLUSION CALCULATION

SFY 2025	16.4%
2025 Proposed Budget Administration Health Insurance Appropriation	\$ 9,243.91
2025 Proposed Budget Operations & Maintenance Health Insurance Appropriation	\$ 376,336.00
2025 Proposed Budget Group Health Insurance	\$ 385,579.91
2024 Adopted Budget Administration Health Insurance Appropriation	-
2024 Adopted Budget Operations & Maintenance Health Insurance Appropriation	267,412
2024 Adopted Budget Group Health Insurance	\$ 267,412.00
Net Increase (Decrease)	\$ 118,167.91
Net Increase Divided by 2024 Amount Budgeted = % Increase	44.19%
SFY 2025 State Health Average 16.4% Less 2% = % Increase Added to Current Levy	14.40%
% Increase less % Increase Exclusion = % Increase Inside Cap	29.79%
% Increase Inside Cap * 2024 Expended = Added Amount Inside Cap	\$ 79,660.58
% Increase Exclusion * 2024 Expended = 2025 Appropriation Added to Levy	\$ 38,507.33
Amount Above the Levy Exclusion (Actual Increase - State Health Benefit Average)	\$ 74,312.34
2025 Increase in Appropriation	\$ 118,167.91

**Annual List of Change Orders Approved
Pursuant to N.J.A.C. 5:30-11**

Contracting Unit: Hopewell Township FD No. 1 Year Ending: December 31, 2023

The following is a complete list of all change orders which caused the originally awarded contract price to be exceeded by more than 20 percent. For regulatory details please consult N.J.A.C. 5:30-11.1 et seq. Please identify each change order by name of the project.

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For each change order listed above, submit with introduced budget a copy of the governing body resolution authorizing the change order and an Affidavit of Publication for the newspaper notice required by N.J.A.C. 5:30-11.9(d). (Affidavit must include a copy of the newspaper notice.)

If you have not had a change order exceeding the 20 percent threshold for the year indicated above, please check here ☐ and certify below.

Date

Clerk/Secretary to the Governing Body

Appendix to Budget Document