

**State Filing Year**

**2017**

Note: This Budget document is for Fiscal Years Beginning Jan. 1, 2017 to Dec. 31, 2017

Start Year

End Year

**2017**

**2017**

Fiscal Year

*Authority Budget of:*

**ADOPTED COPY**

*Cape May County Bridge Commission*

*For the Period:*

*January 1, 2017*

*to*

*December 31, 2017*

[www.followthegull.com](http://www.followthegull.com)

Authority Web Address

**Department Of**



**Community  
Affairs**

*Division of Local Government Services*

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**2017 AUTHORITY BUDGET**

**Certification Section**

2017

# CAPE MAY COUNTY BRIDGE COMMISSION

## AUTHORITY BUDGET

FISCAL YEAR: FROM JANUARY 1, 2017 TO DECEMBER 31, 2017

*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: ~~Paul D. Cwert CPA, RMA~~ Date: 11/23/2016

### 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: Paul D Cwert CPA, RMA Date: 11/23/2016

# 2017 PREPARER'S CERTIFICATION

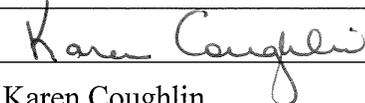
## CAPE MAY COUNTY BRIDGE COMMISSION

### AUTHORITY BUDGET

**FISCAL YEAR:** FROM: JANUARY 1, 2017 **TO:** DECEMBER 31, 2017

It is hereby certified that the Authority Budget, including both the Annual Budget and the Capital Budget/Program annexed hereto, represents the members of the governing body's resolve with respect to statute in that: all estimates of revenue 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 Authority.

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

Preparer's Signature:			
Name:	Karen Coughlin		
Title:	Executive Director		
Address:	4 Moore Road Cape May Court House, NJ 08210		
Phone Number:	609-465-7806	Fax Number:	609-465-1418
E-mail address	karen.coughlin@co.cape-may.nj.us		

# 2017 APPROVAL CERTIFICATION

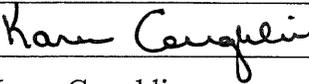
## CAPE MAY COUNTY BRIDGE COMMISSION

### AUTHORITY BUDGET

**FISCAL YEAR:** FROM: JANUARY 1, 2017 TO: DECEMBER 31, 2017

It is hereby certified that the Authority Budget, including all schedules appended hereto, are a true copy of the Annual Budget and Capital Budget/Program approved by resolution by the governing body of the Cape May County Bridge Commission, at an open public meeting held pursuant to N.J.A.C. 5:31-2.3, on the 20<sup>th</sup> day of October, 2016.

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

Officer's Signature:			
Name:	Karen Coughlin		
Title:	Executive Director		
Address:	4 Moore Road Cape May Court House, NJ 08210		
Phone Number:	609-465-7806	Fax Number:	609-465-1418
E-mail address	karen.coughlin@co.cape-may.nj.us		

# INTERNET WEBSITE CERTIFICATION

Authority's Web Address:	www.followthegull.com
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All authorities shall maintain either an Internet website or a webpage on the municipality's or county's Internet website. The purpose of the website or webpage shall be to provide increased public access to the authority's operations and activities. N.J.S.A. 40A:5A-17.1 requires the following items to be included on the Authority's website at a minimum for public disclosure. Check the boxes below to certify the Authority's compliance with N.J.S.A. 40A:5A-17.1.

- A description of the Authority's mission and responsibilities
- Commencing with 2013, the budgets for the current fiscal year and immediately preceding 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 Authority's rules, regulations and official policy statements deemed relevant by the governing body of the authority to the interests of the residents within the authority's service area or jurisdiction
- Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the Authority, setting forth the time, date, location and agenda of each meeting
- Beginning January 1, 2013, the approved minutes of each meeting of the Authority including all resolutions of the board 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 Authority
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the Authority.

It is hereby certified by the below authorized representative of the Authority that the Authority's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:5A-17.1 as listed above. A check in each of the above boxes signifies compliance.

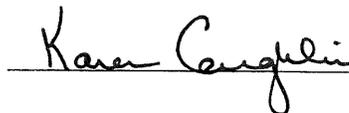
Name of Officer Certifying compliance

Karen Coughlin

Title of Officer Certifying compliance

Executive Director

Signature



# CAPE MAY COUNTY BRIDGE COMMISSION

## RESOLUTION APPROVING THE COMMISSION'S ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2017 AND ENDING DECEMBER 31, 2017

16-3110

October 20, 2016

**WHEREAS**, the Annual Budget and Capital Budget for the **CAPE MAY COUNTY BRIDGE COMMISSION** for the fiscal year beginning **JANUARY 1, 2017** and ending **DECEMBER 31, 2017** has been presented before the governing body of the **CAPE MAY COUNTY BRIDGE COMMISSION** at its open public meeting of October 20, 2016; and

**WHEREAS**, the Annual Budget as introduced reflects Total Revenues of \$3,867,556, Total Appropriations, including any Accumulated Deficit if any, of \$3,867,556 and Total Unrestricted Net Position utilized of \$ZERO; and

**WHEREAS**, the Capital Budget as introduced reflects Total Capital Appropriations of \$ ZERO and Total Unrestricted Net Position planned to be utilized as funding thereof, of ZERO; and

**WHEREAS**, the schedule of rates, fees and other charges in effect will produce sufficient revenues, together with all other anticipated revenues to satisfy all obligations to the holders of bonds of the Authority, to meet operating expenses, capital outlays, debt services requirements, and to provide for such reserves, all as may be required by law, regulation or terms of contracts and agreements; and

**WHEREAS**, the Capital Budget/Program, pursuant to N.J.A.C. 5:31-2, does not confer any authorization to raise or expend funds; rather it is a document to be used as part of the said Authority's planning and management objectives. Specific authorization to expend funds for the purposes described in this section of the budget, must be granted elsewhere; by bond resolution, by a project financing agreement, by resolution appropriating funds from the Renewal and Replacement Reserve or other means provided by law.

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of the **CAPE MAY COUNTY BRIDGE COMMISSION**, at an open public meeting held on October 20, 2016 that the Annual Budget, including all related schedules, and the Capital Budget/Program of the **CAPE MAY COUNTY BRIDGE COMMISSION** for the fiscal year beginning January 1, 2017 and ending December 31, 2017 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 said Authority's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

**BE IT FURTHER RESOLVED**, that the governing body of the **CAPE MAY COUNTY BRIDGE COMMISSION** will consider the Annual Budget and Capital Budget/Program for adoption on November 17, 2016.

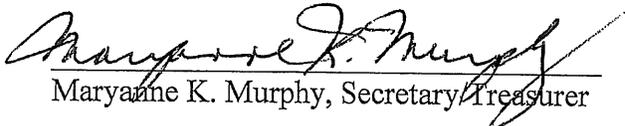
# CAPE MAY COUNTY BRIDGE COMMISSION

16-3110

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I, Maryanne K. Murphy, Secretary/Treasurer of the Cape May County Bridge Commission, do hereby certify that the foregoing is a true and correct copy of a Resolution passed by the said Commission at a meeting duly held on October 20, 2016, at which a quorum was present.

WITNESS, my hand and the Seal of the **CAPE MAY COUNTY BRIDGE COMMISSION**, this twentieth day of October, 2016.

  
Maryanne K. Murphy, Secretary/Treasurer

	Motion	Second	VOTE			
			Yea	Nay	Abstain	Absent
ROSENELLO			✓			
BRAND	✓		✓			
MURPHY		✓	✓			

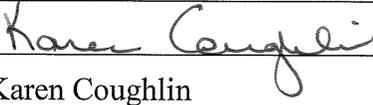
# 2017 ADOPTION CERTIFICATION

## CAPE MAY COUNTY BRIDGE COMMISSION

### AUTHORITY BUDGET

**FISCAL YEAR:**   **FROM:**   JANUARY 1, 2017   **TO:**   DECEMBER 31, 2017

It is hereby certified that the Authority Budget and Capital Budget/Program annexed hereto is a true copy of the Budget adopted by the governing body of the Cape May County Bridge Commission, pursuant to N.J.A.C. 5:31-2.3, on the 17<sup>th</sup> day of, November, 2016.

Officer's Signature:			
Name:	Karen Coughlin		
Title:	Executive Director		
Address:	4 Moore Road Cape May Court House, NJ 08210		
Phone Number:	609-465-7806	Fax Number:	609-465-1418
E-mail address	karen.coughlin@co.cape-may.nj.us		

# CAPE MAY COUNTY BRIDGE COMMISSION

## RESOLUTION ADOPTING THE COMMISSION'S ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2017 AND ENDING DECEMBER 31, 2017

16-3115

November 17, 2016

**WHEREAS**, the Annual Budget and Capital Budget for the **CAPE MAY COUNTY BRIDGE COMMISSION** for the fiscal year beginning **JANUARY 1, 2017** and ending **DECEMBER 31, 2017** has been presented for adoption before the governing body of the **CAPE MAY COUNTY BRIDGE COMMISSION** at its open public meeting of October 20, 2016; and

**WHEREAS**, the Annual Budget and Capital 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 Annual Budget as presented for adoption reflects Total Revenues of \$3,867,556, Total Appropriations, including any Accumulated Deficit if any, of \$3,867,556 and Total Unrestricted Net Position utilized of \$ZERO; and

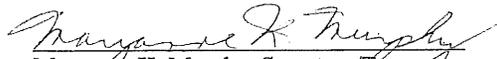
**WHEREAS**, the Capital Budget as introduced reflects Total Capital Appropriations of \$ ZERO and Total Unrestricted Net Position planned to be utilized as funding thereof, of ZERO;

**NOW, THEREFORE BE IT RESOLVED**, by the governing body of the **CAPE MAY COUNTY BRIDGE COMMISSION**, at an open public meeting held on November 17, 2016 that the Annual Budget and the Capital Budget of the **CAPE MAY COUNTY BRIDGE COMMISSION** for the fiscal year beginning January 1, 2017 and ending December 31, 2017 is hereby adopted and shall constitute appropriations for the purposes stated; and

**BE IT FURTHER RESOLVED**, that the Annual Budget and Capital 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.

I, Maryanne K. Murphy, Secretary/Treasurer of the Cape May County Bridge Commission, do hereby certify that the foregoing is a true and correct copy of a Resolution passed by the said Commission at a meeting duly held on November 17, 2016, at which a quorum was present.

**WITNESS**, my hand and the Seal of the **CAPE MAY COUNTY BRIDGE COMMISSION**, this seventeenth day of November, 2016.

  
Maryanne K. Murphy, Secretary/Treasurer

			VOTE			
	Motion	Second	Yea	Nay	Abstain	Absent
<b>ROSENELLO</b>			✓			
<b>BRAND</b>	✓		✓			
<b>MURPHY</b>		✓	✓			

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**2017 AUTHORITY BUDGET**

**Narrative and Information Section**

# 2017 AUTHORITY BUDGET MESSAGE & ANALYSIS

## CAPE MAY COUNTY BRIDGE COMMISSION

### AUTHORITY BUDGET

FISCAL YEAR: FROM: JANUARY 1, 2017 TO: DECEMBER 31, 2017

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

1. Complete a brief statement on the 2017 proposed Annual Budget and make comparison to the 2016 adopted budget for each operation. Explain any variances over +/-10% (**As shown on budget page F-4 explain the reason for changes for each appropriation changing more than 10%**) for each line item by operation. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item. For example, if anticipated service charges have increased 15% due to an increase in rates, provide a copy of the resolution authorizing the rate increase.

The budget for 2017 has increased 2% compared to the budget for 2016. Revenue is expected to increase 2%, as all toll bridges will be open, with minimal closure for construction as they were in previous years. This increase in revenue will cover the cost to implement the addition of E-ZPass on our bridges, which will help to lower costs for personnel in the future.

The following items have increases or decreases greater than 10%:

**Professional Services:** The Bridge Commission will be working to install E-ZPass in 2017 and will require additional services to oversee installation. Resolution 16-3103 is attached which authorized implementation of E-ZPass on the bridges.

**Office and Toll Supplies:** This item has been adjusted to coincide with actual expenses paid.

**Maintenance Contracts:** This item has been adjusted for anticipated expenses related to the installation of E-ZPass on the bridges in late 2017.

**Utilities:** This line has been increased to reflect the increase in utility cost.

**Toll Maintenance:** This line has been decreased to reflect the shift from in-house maintenance to a maintenance contract.

2. Complete a brief statement on the impact the proposed Annual Budget will have on Anticipated Revenues, especially service charges and on the general purpose/component unit financial statements. Explain significant increases or decreases, if any. An increase or decrease is considered significant if it is over +/-10% (**As shown on budget page F-2 explain reason for change for each revenue changing more than 10%**) from the current year adopted budget.

Interest revenue has been increased for budget year 2017 based on actual interest earned in 2016, which was \$1,067.

3. Describe the state of the local/regional economy and how it may impact the proposed Annual Budget, including the planned Capital Budget/Program.

Local economy is stable.

4. Describe the reasons for utilizing Unrestricted Net Position in the proposed Annual Budget, i.e. rate stabilization, debt service reduction, to balance the budget, etc. If the Authority's budget anticipates a use of Unrestricted Net Position, this question must be answered.

The Commission is not using Unrestricted Net Position in the 2017 budget.

5. Identify any sources of funds transferred to the County/Municipality as a budget subsidy or a shared service and explain the reason for the transfer (i.e.: to balance the County/Municipality budget, etc.).

The County of Cape May reimburses the Commission for all debt service requirements.

6. The proposed budget must not reflect an anticipated deficit from 2017 operations. If there exists an accumulated deficit from prior years' budgets (and funding is included in the proposed budget as a result of a prior deficit) explain the funding plan to eliminate said deficit (N.J.S.A. 40A:5A-12). If the Authority has a net deficit reported in its most recent audit, it must provide a deficit reduction plan in response to this question. **(Prepare a response to deficits caused by the implementation of GASB 68)**

N/A

7. Attach a schedule of the Authority's existing rate structure (connection fees, parking fees, service charges, etc.) **if it has been changed since the prior year budget submission** and a schedule of the proposed rate structure for the upcoming fiscal year. Explain any proposed changes in the rate structure and attach the resolution approving the change in the rate structure, if applicable.

Schedule attached.

# CAPE MAY COUNTY BRIDGE COMMISSION

## RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT BETWEEN CAPE MAY COUNTY BRIDGE COMMISSION AND SOUTH JERSEY TRANSPORTATION AUTHORITY FOR IMPLEMENTATION, OPERATION AND MANAGEMENT OF E-ZPASS SYSTEM

16-3103

August 18, 2016

**WHEREAS**, the South Jersey Transportation Authority (SJTA) has hired Traffic Technologies, Inc. (TTI) to provide toll system consultant services; and

**WHEREAS**, under Resolution 15-3019 the Cape May County Bridge Commission authorized a shared services agreement between the Commission and SJTA to obtain the use of TTI's services to provide research and recommendations as to the implementation of E-ZPass on Commission bridges; and

**WHEREAS**, the Cape May County Bridge Commission has decided to implement E-ZPass on its bridges based upon the reports provided by TTI; and

**WHEREAS**, under N.J.S.A. 40A:65-1 et seq. any local unit may enter into an agreement with any other local unit to provide or receive any service that each local unit is empowered to provide or receive within its own jurisdiction, including services incidental to the primary purpose of any of the participating local units;

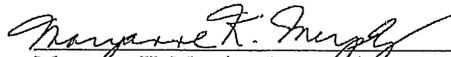
**NOW THEREFORE BE IT RESOLVED**, by the **CAPE MAY COUNTY BRIDGE COMMISSION** as follows:

1. The recitals set forth above are incorporated as if set forth in full herein.
2. The Chairman and Executive Director are hereby authorized to execute, acknowledge and deliver the Agreement (attached hereto as Schedule "A"), the form of which has been presented at this meeting and is hereby approved with such additions, deletions and other modifications as are necessary, upon the advice and consent of Commission Counsel and other Commission professionals, to effectuate the transactions contemplated by the Agreement and Resolution.

\*\*\*\*\*

I, Maryanne K. Murphy, Secretary/Treasurer of the Cape May County Bridge Commission, do hereby certify that the foregoing is a true and correct copy of a Resolution passed by the said Commission at a meeting duly held on August 18, 2016, at which a quorum was present.

**WITNESS**, my hand and the Seal of the **CAPE MAY COUNTY BRIDGE COMMISSION**, this eighteenth day of August, 2016.

  
 Maryanne K. Murphy, Secretary/Treasurer

	VOTE					
	Motion	Second	Yea	Nay	Abstain	Absent
<b>ROSENELLO</b>			✓			
<b>BRAND</b>	✓		✓			
<b>MURPHY</b>		✓	✓			

**CAPE MAY COUNTY  
BRIDGE COMMISSION  
TOLL SCHEDULE – ONE-WAY TOLL  
ALL BRIDGES**

<b>CLASS</b>	<b>RATE</b>
1. Passenger cars, motorcycles, mo-peds, mini-buses, school buses, and two-axle, four-wheel pickup trucks	1.50
Class one vehicles discount ticket (\$60.00/50 Tickets)	One Ticket
Class one vehicles with one-axle trailer; cash or two discount tickets	2.25
Class one vehicles with two-axle trailer; cash or three discount tickets	3.00
Class one vehicles with three or more axle trailer; cash or four discount tickets	3.75
*****	
2. Two-axle, six-tire vehicles	3.75
Class two vehicles with one-axle trailer	6.00
Class two vehicles with two-axle trailer	8.25
Class two vehicles with three or more axle trailer	10.50
*****	
3. Three axle vehicles	6.00
Class three vehicles with one-axle trailer	8.25
Class three vehicles with two-axle trailer	10.50
Class three vehicles with three or more axle trailer	12.75
*****	
4. All vehicles with four or more axles	10.50
Class four vehicles with all trailers	16.50

**Page N-1, Question 6**

Statement explaining the Authority's deficit reduction plan.

The Cape May County Bridge Commission is taking steps to reduce the deficit in the budget. The union contract signed in 2015 stipulated a hiring freeze for full time employees, thus eliminating new health benefit costs. Full time employees who retire are replaced with lower salaried part time employees. There was also a reduction in the starting salary for all new employees from \$15.48 per hour to \$11.50 per hour. There will also be no salary increases for any employee until the end of the current union contract in 2019.

The Commission is also planning to implement a toll increase in the next year to increase revenue, as well as to implement E-ZPass system on the bridges before the summer of 2017. The E-ZPass system will provide a much more efficient toll system than is currently utilized on the toll bridges. It will also allow for a decrease in staffing once fully operational.

By cutting salary costs and increasing toll revenue, the Commission is working to reduce the deficit of our budget.

# AUTHORITY CONTACT INFORMATION

## 2017

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

<b>Name of Authority:</b>	CAPE MAY COUNTY BRIDGE COMMISSION		
<b>Federal ID Number:</b>	21-6000430		
<b>Address:</b>	4 MOORE ROAD		
<b>City, State, Zip:</b>	CAPE MAY COURT HOUSE	NJ	08210
<b>Phone: (ext.)</b>	609-465-7806	<b>Fax:</b>	609-465-1418

<b>Preparer's Name:</b>	KAREN COUGHLIN		
<b>Preparer's Address:</b>	4 MOORE ROAD		
<b>City, State, Zip:</b>	CAPE MAY COURT HOUSE	NJ	08210
<b>Phone: (ext.)</b>	609-465-6871	<b>Fax:</b>	609-465-1418
<b>E-mail:</b>	karen.coughlin@co.cape-may.nj.us		

<b>Chief Executive Officer:</b>	PATRICK ROSENELLO		
<b>Phone: (ext.)</b>	609-465-7806	<b>Fax:</b>	609-465-1418
<b>E-mail:</b>			

<b>Chief Financial Officer:</b>	N/A		
<b>Phone: (ext.)</b>		<b>Fax:</b>	
<b>E-mail:</b>			

<b>Name of Auditor:</b>	LEON P. COSTELLO		
<b>Name of Firm:</b>	FORD-SCOTT & ASSOCIATES, LLC		
<b>Address:</b>	1535 HAVEN AVENUE		
<b>City, State, Zip:</b>	OCEAN CITY	NJ	08226
<b>Phone: (ext.)</b>	609-390-6333 EXT. 225	<b>Fax:</b>	609-399-3710
<b>E-mail:</b>	lcostello@ford-scott.com		

# AUTHORITY INFORMATIONAL QUESTIONNAIRE

## CAPE MAY COUNTY BRIDGE COMMISSION

FISCAL YEAR: FROM: JANUARY 1, 2017 TO: DECEMBER 31, 2017

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

- 1) Provide the number of individuals employed in calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: **61**
- 2) Provide the amount of total salaries and wages for calendar year 2015 as reported on the Authority's Form W-3, Transmittal of Wage and Tax Statements: **\$1,183,785.21**
- 3) Provide the number of regular voting members of the governing body: **3**
- 4) Provide the number of alternate voting members of the governing body: **0**
- 5) Did any person listed on Page N-4 have a family or business relationship with any other person listed on Page N-4 during the current fiscal year? **No** *If "yes," attach a description of the relationship including the names of the individuals involved and their positions at the Authority.*
- 6) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Authority file the form as required? **(Checked to see if individuals actually filed at [http://fds.state.nj.us/njdca\\_prod/fdssearch.aspx](http://fds.state.nj.us/njdca_prod/fdssearch.aspx) before answering)** **Yes** *If "no," provide a list of those individuals who failed to file a Financial Disclosure Statement and an explanation as to the reason for their failure to file.*
- 7) Does the Authority have any amounts receivable from current or former commissioners, officers, key employees or highest compensated employees? **No** *If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Authority.*
- 8) Was the Authority a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, key employee, or highest compensated employee? **No**
  - b. A family member of a current or former commissioner, officer, key employee, or highest compensated employee? **No**
  - c. An entity of which a current or former commissioner, officer, key employee, or highest compensated employee (or family member thereof) was an officer or direct or indirect owner? **No***If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, key employee, or highest compensated employee (or family member thereof) of the Authority; 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.*
- 9) Did the Authority during the most recent fiscal year pay premiums, directly or indirectly, on a personal benefit contract? A personal benefit contract is generally any life insurance, annuity, or endowment contract that benefits, directly or indirectly, the transferor, a member of the transferor's family, or any other person designated by the transferor. **No** *If "yes," attach a description of the arrangement, the premiums paid, and indicate the beneficiary of the contract.*
- 10) Explain the Authority's process for determining compensation for all persons listed on Page N-4. Include whether the Authority's process includes any of the following: 1) review and approval by the commissioners or a committee thereof; 2) study or survey of compensation data for comparable positions in similarly sized entities; 3) annual or periodic performance evaluation; 4) independent compensation consultant; and/or 5) written employment contract. **Attach a narrative of your Authorities procedures for all employees.**
- 11) Did the Authority pay for meals or catering during the current fiscal year? **No** *If "yes," attach a detailed list of all meals and/or catering invoices for the current fiscal year and provide an explanation for each expenditure listed.*

**Page N-3 (1 of 2)**

Question 10. Explain the Authority's process for determining compensation for all persons listed on Page N-4.

The Commissioners of the Cape May County Bridge Commission are approved by the Freeholder Board of the County of Cape May. The salary paid to the Commissioners is comparative to what is given to those in similar entities in similar positions. The Executive Director's salary is reviewed and approved by the Commissioners.

- 12) Did the Authority pay for travel expenses for any employee or individual listed on Page N-4? **No** *If "yes," **attach a detailed list of all travel expenses** for the current fiscal year and provide an explanation for each expenditure listed.*
- 13) Did the Authority provide any of the following to or for a person listed on Page N-4 or any other employee of the Authority:
- a. First class or charter travel **No**
  - b. Travel for companions **No**
  - c. Tax indemnification and gross-up payments **No**
  - d. Discretionary spending account **No**
  - e. Housing allowance or residence for personal use **No**
  - f. Payments for business use of personal residence **No**
  - g. Vehicle/auto allowance or vehicle for personal use **No**
  - h. Health or social club dues or initiation fees **No**
  - i. Personal services (i.e.: maid, chauffeur, chef) **No**
- If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*
- 14) Did the Authority follow a written policy regarding payment or reimbursement for expenses incurred by employees and/or commissioners during the course of Authority business and does that policy require substantiation of expenses through receipts or invoices prior to reimbursement? **Yes** *If "no," attach an explanation of the Authority's process for reimbursing employees and commissioners for expenses. (If your authority does not allow for reimbursements indicate that in answer)*
- 15) Did the Authority make any payments to current or former commissioners or employees for severance or termination? **No** *If "yes," attach explanation including amount paid.*
- 16) Did the Authority make any payments to current or former commissioners or employees that were contingent upon the performance of the Authority or that were considered discretionary bonuses? **No** *If "yes," attach explanation including amount paid.*
- 17) Did the Authority comply with its Continuing Disclosure Agreements for all debt issuances outstanding by submitting its audited annual financial statements, annual operating data, and notice of material events to the Municipal Securities Rulemaking Board's Electronic Municipal Marketplace Access (EMMA) as required? **Yes** *If "no," attach a description of the Authority's plan to ensure compliance with its Continuing Disclosure Agreements in the future.*
- 18) Did the Authority receive any notices from the Department of Environmental Protection or any other entity regarding maintenance or repairs required to the Authority's systems to bring them into compliance with current regulations and standards that it has not yet taken action to remediate? **No** *If "yes," attach explanation as to why the Authority has not yet undertaken the required maintenance or repairs and describe the Authority's plan to address the conditions identified.*
- 19) Did the Authority receive any notices of fines or assessments from the Department of Environmental Protection or any other entity due to noncompliance with current regulations (i.e.: sewer overflow, etc.)? **No** *If "yes," attach a description of the event or condition that resulted in the fine or assessment and indicate the amount of the fine or assessment.*

**AUTHORITY SCHEDULE OF COMMISSIONERS, OFFICERS, KEY EMPLOYEES,  
HIGHEST COMPENSATED EMPLOYEES AND INDEPENDENT CONTRACTORS**

**CAPE MAY COUNTY BRIDGE COMMISSION**

**FISCAL YEAR: FROM: JANUARY 1, 2017 TO: DECEMBER 31, 2017**

*Complete the attached table for all persons required to be listed per #1-4 below.*

- 1) List all of the Authority's current commissioners and officers and amount of compensation from the Authority and any other public entities as defined below. Enter zero if no compensation was paid.
- 2) List all of the Authority's key employees and highest compensated employees other than a commissioner or officer as defined below and amount of compensation from the Authority and any other public entities.
- 3) List all of the Authority's former officers, key employees and highest compensated employees who received more than \$100,000 in reportable compensation from the Authority and any other public entities during the most recent fiscal year completed.
- 4) List all of the Authority's former commissioners who received more than \$10,000 in reportable compensation from the Authority and any other public entities during the most recent fiscal year completed.

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

**Officer:** A person elected or appointed to manage the authority'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 authority's top management official and top financial official as officers. A member of the governing body may be both a commissioner and an officer for the purposes of this schedule.

**Key employee:** An employee or independent contractor of the authority (other than a commissioner or officer) who meets both of the following criteria:

- a) The individual received reportable compensation from the authority and other public entities in excess of \$150,000 for the most recent fiscal year completed; and
- b) The individual has responsibilities or influence over the authority as a whole or has power to control or determine 10% or more of the authority's capital expenditures or operating budget.

**Highest compensated employee:** One of the five highest compensated employees or independent contractors of the authority other than current commissioners, officers, or key employees whose aggregate reportable compensation from the authority and other public entities is greater than \$100,000 for the most recent fiscal year completed.

**Compensation:** All forms of cash and non-cash payments or benefits provided in exchange for services, including salaries and wages, bonuses, severance payments, deferred payments, retirement benefits, fringe benefits, and other financial arrangements or transactions such as personal vehicles, meals, housing, personal and family education benefits, below-market loans, payment of personal or family travel, entertainment, and personal use of the Authority'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 most recent calendar year ended 60 days before the start of the proposed budget year. For example, for fiscal years ending December 31, 2017, the calendar year 2015 W-2 and 1099 should be used (60 days prior to start of budget year is November 1, 2016, with 2014 being the most recent calendar year ended), and for fiscal years ending June 30, 2018, the calendar year 2016 W-2 and 1099 should be used (60 days prior to start of budget year is May 1, 2017, with 2016 being the most recent calendar year ended).

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

Authority Schedule of Commissioners, Officers, Key Employees, Highest Compensated Employees and Independent Contractors (Continued)

For the Period January 1, 2017 to Cape May County Bridge Commission December 31, 2017

Name	Title	Average Hours per Week Dedicated to Position	Position			Reportable Compensation from Authority (W-2 / 1099)			Total Compensation from Authority	Estimated amount of other compensation from the Authority (health benefits, pension, etc.)	Names of Other Public Entities where Individual is an Employee or Member of the Governing Body (1) See note below	Positions held at Other Public Entities Listed in Column O	Average Hours per Week Dedicated to Other Public Entities Listed in Column O	Reportable Compensation from Other Public Entities (W-2 / 1099)	Estimated amount of other compensation from Other Public Entities (health benefits, pension, payment in lieu of health benefits, etc.)	Total Compensation All Public Entities
			Commissioner	Officer	Key Employee	Highest Compensated Employee	Former	Base Salary/ Stipend								
1 Patrick Rosenello	Chairman		X					8,500		North Wildwood	Mayor	35			72,500	
2 Carol Brand	Vice Chairman		X					8,500		None	N/A				8,500	
3 Maryanne Murphy	Secretary/Treasurer		X					8,500		None	N/A				8,500	
4 Karen Coughlin	Executive Director	40	X					60,000	21,300	None	N/A				81,300	
5								0							0	
6								0							0	
7								0							0	
8								0							0	
9								0							0	
10								0							0	
11								0							0	
12								0							0	
13								0							0	
14								0							0	
15								0							0	
<b>Total:</b>								\$ 85,500	\$ -	\$ -	\$ -	\$ 21,300	\$ 106,800	\$ 39,000	\$ 25,000	\$ 170,800

(1) Insert "None" in this column for each individual that does not hold a position with another Public Entity

# Schedule of Health Benefits - Detailed Cost Analysis

Cape May County Bridge Commission  
For the Period January 1, 2017 to December 31, 2017

	Annual Cost		Total Cost Estimate	# of Covered Members	Annual Cost per Employee	Total Prior year Cost	% Increase (Decrease)
	# of Covered Members (Medical & Rx)	Proposed Budget					
<b>Active Employees - Health Benefits - Annual Cost</b>							
Single Coverage	2	\$ 13,060	\$ 26,120	2	\$ 11,873	\$ 23,746	\$ 2,374
Parent & Child	3	23,378	70,134	3	21,253	63,759	6,375
Employee & Spouse (or Partner)	1	26,121	26,121	1	23,746	23,746	2,375
Family	3	36,439	109,316	3	33,126	99,378	9,938
Employee Cost Sharing Contribution (enter as negative -)			(50,875)			(46,250)	(4,625)
Subtotal	9		180,815	9		164,378	16,437
<b>Commissioners - Health Benefits - Annual Cost</b>							
Single Coverage			-			-	-
Parent & Child			-			-	-
Employee & Spouse (or Partner)			-			-	-
Family			-			-	-
Employee Cost Sharing Contribution (enter as negative -)			-			-	-
Subtotal	0		-	0		-	-
<b>Retirees - Health Benefits - Annual Cost</b>							
Single Coverage	17	10,436	177,419	17	9,488	161,290	16,129
Parent & Child			-			-	-
Employee & Spouse (or Partner)	12	21,916	262,990	12	19,924	239,088	23,902
Family			-			-	-
Employee Cost Sharing Contribution (enter as negative -)			-			-	-
Subtotal	29		440,410	29		400,378	40,031
<b>GRAND TOTAL</b>	<b>38</b>		<b>\$ 621,225</b>	<b>38</b>		<b>\$ 564,756</b>	<b>\$ 56,469</b>

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

**Note: Remember to Enter an amount in rows for Employee Cost Sharing**

**Page N-5 Schedule of Health Benefits – Detailed Cost Analysis**

The number of employees covered for the year 2017 is anticipated to remain the same as last year. The 10% increase in health benefits reflects a 10% increase in health benefits premiums for the year 2017.

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**2017 AUTHORITY BUDGET**

**Financial Schedules Section**

# SUMMARY

Cape May County Bridge Commission  
 For the Period January 1, 2017 to December 31, 2017

	<b>FY 2017 Proposed Budget</b>					<b>FY 2016 Adopted Budget</b>		\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
	Toll Bridges	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations		
<b>REVENUES</b>									
Total Operating Revenues	\$ 2,830,000	\$ -	\$ -	\$ -	\$ -	\$ 2,830,000	\$ 2,742,000	\$ 88,000	3.2%
Total Non-Operating Revenues	1,037,556	-	-	-	1,037,556	1,041,456	(3,900)	-0.4%	
Total Anticipated Revenues	3,867,556	-	-	-	3,867,556	3,783,456	84,100	2.2%	
<b>APPROPRIATIONS</b>									
Total Administration	562,188	-	-	-	562,188	508,855	53,333	10.5%	
Total Cost of Providing Services	2,268,812	-	-	-	2,268,812	2,233,945	34,867	1.6%	
Total Principal Payments on Debt Service in Lieu of Depreciation	640,000	-	-	-	640,000	620,000	20,000	3.2%	
Total Operating Appropriations	3,471,000	-	-	-	3,471,000	3,362,800	108,200	3.2%	
Total Interest Payments on Debt	396,556	-	-	-	396,556	420,656	(24,100)	-5.7%	
Total Other Non-Operating Appropriations	-	-	-	-	-	-	-	#DIV/0!	
Total Non-Operating Appropriations	396,556	-	-	-	396,556	420,656	(24,100)	-5.7%	
Accumulated Deficit	-	-	-	-	-	-	-	#DIV/0!	
Total Appropriations and Accumulated Deficit	3,867,556	-	-	-	3,867,556	3,783,456	84,100	2.2%	
Less: Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-	#DIV/0!	
Net Total Appropriations	3,867,556	-	-	-	3,867,556	3,783,456	84,100	2.2%	
<b>ANTICIPATED SURPLUS (DEFICIT)</b>	\$ 0	\$ -	\$ -	\$ -	\$ 0	\$ -	\$ 0	#DIV/0!	

# Revenue Schedule

## Cape May County Bridge Commission

For the Period January 1, 2017 to December 31, 2017

	<b>FY 2017 Proposed Budget</b>						<b>FY 2016 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	Toll Bridges	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations
							Total All Operations	All Operations	All Operations
<b>OPERATING REVENUES</b>									
<i>Service Charges</i>									
Residential						\$ -	\$ -	\$ -	#DIV/0!
Business/Commercial						-	-	-	#DIV/0!
Industrial						-	-	-	#DIV/0!
Intergovernmental						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
<b>Total Service Charges</b>	-	-	-	-	-	-	-	-	#DIV/0!
<i>Connection Fees</i>									
Residential						-	-	-	#DIV/0!
Business/Commercial						-	-	-	#DIV/0!
Industrial						-	-	-	#DIV/0!
Intergovernmental						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
<b>Total Connection Fees</b>	-	-	-	-	-	-	-	-	#DIV/0!
<i>Parking Fees</i>									
Meters						-	-	-	#DIV/0!
Permits						-	-	-	#DIV/0!
Fines/Penalties						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
<b>Total Parking Fees</b>	-	-	-	-	-	-	-	-	#DIV/0!
<i>Other Operating Revenues (List)</i>									
Toll Collection	2830000					2,830,000	2,742,000	88,000	3.2%
Type in (Grant, Other Rev)						-	-	-	#DIV/0!
Type in (Grant, Other Rev)						-	-	-	#DIV/0!
Type in (Grant, Other Rev)						-	-	-	#DIV/0!
Type in (Grant, Other Rev)						-	-	-	#DIV/0!
Type in (Grant, Other Rev)						-	-	-	#DIV/0!
Type in (Grant, Other Rev)						-	-	-	#DIV/0!
Type in (Grant, Other Rev)						-	-	-	#DIV/0!
Type in (Grant, Other Rev)						-	-	-	#DIV/0!
Type in (Grant, Other Rev)						-	-	-	#DIV/0!
Type in (Grant, Other Rev)						-	-	-	#DIV/0!
<b>Total Other Revenue</b>	2,830,000	-	-	-	-	2,830,000	2,742,000	88,000	3.2%
<b>Total Operating Revenues</b>	2,830,000	-	-	-	-	2,830,000	2,742,000	88,000	3.2%
<b>NON-OPERATING REVENUES</b>									
<i>Other Non-Operating Revenues (List)</i>									
Cape May County Debt Service Reimb.	1,036,556					1,036,556	1,040,656	(4,100)	-0.4%
Type in						-	-	-	#DIV/0!
Type in						-	-	-	#DIV/0!
Type in						-	-	-	#DIV/0!
Type in						-	-	-	#DIV/0!
Type in						-	-	-	#DIV/0!
<b>Total Other Non-Operating Revenue</b>	1,036,556	-	-	-	-	1,036,556	1,040,656	(4,100)	-0.4%
<i>Interest on Investments &amp; Deposits (List)</i>									
Interest Earned	1,000					1,000	800	200	25.0%
Penalties						-	-	-	#DIV/0!
Other						-	-	-	#DIV/0!
<b>Total Interest</b>	1,000	-	-	-	-	1,000	800	200	25.0%
<b>Total Non-Operating Revenues</b>	1,037,556	-	-	-	-	1,037,556	1,041,456	(3,900)	-0.4%
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$ 3,867,556</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,867,556</b>	<b>\$ 3,783,456</b>	<b>\$ 84,100</b>	<b>2.2%</b>

# Prior Year Adopted Revenue Schedule

## Cape May County Bridge Commission

### FY 2016 Adopted Budget

	Toll Bridges	N/A	N/A	N/A	N/A	N/A	Total All Operations	
<b>OPERATING REVENUES</b>								
<i>Service Charges</i>								
Residential							\$	-
Business/Commercial							-	
Industrial							-	
Intergovernmental							-	
Other							-	
Total Service Charges							-	-
<i>Connection Fees</i>								
Residential								-
Business/Commercial							-	
Industrial							-	
Intergovernmental							-	
Other							-	
Total Connection Fees							-	-
<i>Parking Fees</i>								
Meters								-
Permits							-	
Fines/Penalties							-	
Other							-	
Total Parking Fees							-	-
<i>Other Operating Revenues (List)</i>								
Toll Collection	2742000							2,742,000
Type in (Grant, Other Rev)								-
Type in (Grant, Other Rev)							-	
Type in (Grant, Other Rev)							-	
Type in (Grant, Other Rev)							-	
Type in (Grant, Other Rev)							-	
Type in (Grant, Other Rev)							-	
Type in (Grant, Other Rev)							-	
Type in (Grant, Other Rev)							-	
Type in (Grant, Other Rev)							-	
Total Other Revenue	2,742,000	-	-	-	-	-	2,742,000	
Total Operating Revenues	2,742,000	-	-	-	-	-	2,742,000	
<b>NON-OPERATING REVENUES</b>								
<i>Other Non-Operating Revenues (List)</i>								
Cape May County Debt Service Reimb.	1,040,656							1,040,656
Type in								-
Type in							-	
Type in							-	
Type in							-	
Type in							-	
Total Other Non-Operating Revenues	1,040,656	-	-	-	-	-	1,040,656	
<i>Interest on Investments &amp; Deposits</i>								
Interest Earned	800							800
Penalties								-
Other							-	
Total Interest	800	-	-	-	-	-	800	
Total Non-Operating Revenues	1,041,456	-	-	-	-	-	1,041,456	
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$3,783,456</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$3,783,456</b>	

# Appropriations Schedule

## Cape May County Bridge Commission

For the Period January 1, 2017 to December 31, 2017

	<b>FY 2017 Proposed Budget</b>						<b>FY 2016 Adopted Budget</b>	<b>\$ Increase (Decrease) Proposed vs. Adopted</b>	<b>% Increase (Decrease) Proposed vs. Adopted</b>
	Toll Bridges	N/A	N/A	N/A	N/A	N/A	Total All Operations	Total All Operations	All Operations
<b>OPERATING APPROPRIATIONS</b>									
<i>Administration - Personnel</i>									
Salary & Wages	\$ 251,000						\$ 251,000	\$ -	0.0%
Fringe Benefits	205,088						196,755	8,333	4.2%
Total Administration - Personnel	456,088	-	-	-	-	-	447,755	8,333	1.9%
<i>Administration - Other (List)</i>									
See Attached	106,100						61,100	45,000	73.6%
							-	-	#DIV/0!
							-	-	#DIV/0!
							-	-	#DIV/0!
Miscellaneous Administration*							-	-	#DIV/0!
Total Administration - Other	106,100	-	-	-	-	-	61,100	45,000	73.6%
Total Administration	562,188	-	-	-	-	-	508,855	53,333	10.5%
<i>Cost of Providing Services - Personnel</i>									
Salary & Wages	1,040,000						1,040,000	-	0.0%
Fringe Benefits	826,912						815,245	11,667	1.4%
Total COPS - Personnel	1,866,912	-	-	-	-	-	1,855,245	11,667	0.6%
<i>Cost of Providing Services - Other (List)</i>									
See Attached	401,900						378,700	23,200	6.1%
							-	-	#DIV/0!
							-	-	#DIV/0!
							-	-	#DIV/0!
Miscellaneous COPS*							-	-	#DIV/0!
Total COPS - Other	401,900	-	-	-	-	-	378,700	23,200	6.1%
Total Cost of Providing Services	2,268,812	-	-	-	-	-	2,233,945	34,867	1.6%
Total Principal Payments on Debt Service in Lieu of Depreciation	640,000	-	-	-	-	-	620,000	20,000	3.2%
Total Operating Appropriations	3,471,000	-	-	-	-	-	3,362,800	108,200	3.2%
<b>NON-OPERATING APPROPRIATIONS</b>									
Total Interest Payments on Debt	396,556	-	-	-	-	-	420,656	(24,100)	-5.7%
Operations & Maintenance Reserve							-	-	#DIV/0!
Renewal & Replacement Reserve							-	-	#DIV/0!
Municipality/County Appropriation							-	-	#DIV/0!
Other Reserves							-	-	#DIV/0!
Total Non-Operating Appropriations	396,556	-	-	-	-	-	420,656	(24,100)	-5.7%
<b>TOTAL APPROPRIATIONS</b>	<b>3,867,556</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,867,556</b>	<b>84,100</b>	<b>2.2%</b>
<b>ACCUMULATED DEFICIT</b>									
							-	-	#DIV/0!
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>3,867,556</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,867,556</b>	<b>84,100</b>	<b>2.2%</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>									
Municipality/County Appropriation							-	-	#DIV/0!
Other							-	-	#DIV/0!
Total Unrestricted Net Position Utilized							-	-	#DIV/0!
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 3,867,556</b>	<b>\$ -</b>	<b>\$ 3,867,556</b>	<b>\$ 84,100</b>	<b>2.2%</b>				

\* Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations \$ 173,550.00 \$ - \$ - \$ - \$ - \$ - \$ 173,550.00

## 2017 Appropriations Schedule

CAPE MAY COUNTY BRIDGE COMMISSION  
CAPE MAY COUNTY

### Schedule for Administration - Other & Cost of Operations & Maintenance - Other

	2017 Proposed Budget	2016 Adopted Budget	\$ Increase (Decrease) Proposed vs. Current Year	% Increase (Decrease) Proposed vs. Current Year
<b>Administration - Other</b>				
Legal Expense	24,000	24,000	0	0%
Deferred Compensation	2,600	2,600	0	0%
Trustee Fee	4,000	4,000	0	0%
Professional Services	50,000	5,000	45,000	900%
Audit Fee and Services	25,000	25,000	0	0%
Conferences and Permits	500	500	0	0%
<b>Total Administration - Other</b>	<b>106,100</b>	<b>61,100</b>	<b>45,000</b>	<b>42%</b>

	2017 Proposed Budget	2016 Adopted Budget	\$ Increase (Decrease) Proposed vs. Current Year	
<b>Cost of Operations &amp; Maint. - Other</b>				
Advertising	500	500	0	0%
Armored Car Service	50,000	50,000	0	0%
Telephone	10,000	10,000	0	0%
Office and Toll Supplies	9,500	8,000	1,500	19%
Maintenance Contracts	25,000	8,000	17,000	213%
Utilities	45,000	32,000	13,000	41%
Maintenance Supplies	9,900	10,000	-100	-1%
Toll Maintenance	8,000	16,200	-8,200	-51%
Uniforms	4,000	4,000	0	0%
Insurance	240,000	240,000	0	0%
<b>Total Administration - Other</b>	<b>401,900</b>	<b>378,700</b>	<b>23,200</b>	<b>6%</b>

# Prior Year Adopted Appropriations Schedule

## Cape May County Bridge Commission

### FY 2016 Adopted Budget

	Toll Bridges	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>OPERATING APPROPRIATIONS</b>							
<i>Administration - Personnel</i>							
Salary & Wages	\$ 251,000						\$ 251,000
Fringe Benefits	196,755						196,755
Total Administration - Personnel	447,755	-	-	-	-	-	447,755
<i>Administration - Other (List)</i>							
Type In Description	61,100						61,100
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous Administration*							-
Total Administration - Other	61,100	-	-	-	-	-	61,100
Total Administration	508,855	-	-	-	-	-	508,855
<i>Cost of Providing Services - Personnel</i>							
Salary & Wages	1,040,000						1,040,000
Fringe Benefits	815,245						815,245
Total COPS - Personnel	1,855,245	-	-	-	-	-	1,855,245
<i>Cost of Providing Services - Other (List)</i>							
Type In Description	378,700						378,700
Type In Description							-
Type In Description							-
Type In Description							-
Miscellaneous COPS*							-
Total COPS - Other	378,700	-	-	-	-	-	378,700
Total Cost of Providing Services	2,233,945	-	-	-	-	-	2,233,945
Total Principal Payments on Debt Service in Lieu of Depreciation	620,000	-	-	-	-	-	620,000
Total Operating Appropriations	3,362,800	-	-	-	-	-	3,362,800
<b>NON-OPERATING APPROPRIATIONS</b>							
Total Interest Payments on Debt	420,656	-	-	-	-	-	420,656
Operations & Maintenance Reserve							-
Renewal & Replacement Reserve							-
Municipality/County Appropriation							-
Other Reserves							-
Total Non-Operating Appropriations	420,656	-	-	-	-	-	420,656
<b>TOTAL APPROPRIATIONS</b>	<b>3,783,456</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,783,456</b>
<b>ACCUMULATED DEFICIT</b>							<b>-</b>
<b>TOTAL APPROPRIATIONS &amp; ACCUMULATED DEFICIT</b>	<b>3,783,456</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,783,456</b>
<b>UNRESTRICTED NET POSITION UTILIZED</b>							
Municipality/County Appropriation	-	-	-	-	-	-	-
Other							-
Total Unrestricted Net Position Utilized	-	-	-	-	-	-	-
<b>TOTAL NET APPROPRIATIONS</b>	<b>\$ 3,783,456</b>	<b>\$ -</b>	<b>\$ 3,783,456</b>				

Miscellaneous line items may not exceed 5% of total operating appropriations shown below. If amount in miscellaneous is greater than the amount shown below, then the line item must be itemized above.

5% of Total Operating Appropriations     \$ 168,140.00     \$ -     \$ -     \$ -     \$ -     \$ -     \$ 168,140.00



# Debt Service Schedule - Interest

Cape May County Bridge Commission

If Authority has no debt X this box

*Fiscal Year Ending in*

	Adopted Budget Year 2016	Proposed Budget Year 2017	2018	2019	2020	2021	2022	Thereafter	Total Interest Payments Outstanding
<i>Toll Bridges</i>									
2009 Refunding Issue	\$ 31,400	\$ 10,600							\$ 10,600
2012 Refunding Issue	389,256	385,956	370,606	342,606	313,406	290,756	274,175	1,428,598	3,406,103
Type in Issue Name									
Type in Issue Name									
Total Interest Payments	420,656	396,556	370,606	342,606	313,406	290,756	274,175	1,428,598	3,416,703
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Interest Payments	-	-	-	-	-	-	-	-	-
N/A									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Type in Issue Name									
Total Interest Payments	420,656	396,556	370,606	342,606	313,406	290,756	274,175	1,428,598	3,416,703
<b>TOTAL INTEREST ALL OPERATIONS</b>	<b>\$ 420,656</b>	<b>\$ 396,556</b>	<b>\$ 370,606</b>	<b>\$ 342,606</b>	<b>\$ 313,406</b>	<b>\$ 290,756</b>	<b>\$ 274,175</b>	<b>\$ 1,428,598</b>	<b>\$ 3,416,703</b>

# Net Position Reconciliation

Cape May County Bridge Commission

For the Period January 1, 2017 to December 31, 2017

## FY 2017 Proposed Budget

	Toll Bridges	N/A	N/A	N/A	N/A	N/A	Total All Operations
<b>TOTAL NET POSITION BEGINNING OF CURRENT YEAR (1)</b>	\$35,259,306						\$ 35,259,306
Less: Invested in Capital Assets, Net of Related Debt (1)	39,004,320						39,004,320
Less: Restricted for Debt Service Reserve (1)							-
Less: Other Restricted Net Position (1)	42,492						42,492
Total Unrestricted Net Position (1)	(3,787,506)						(3,787,506)
Less: Designated for Non-Operating Improvements & Repairs							-
Less: Designated for Rate Stabilization							-
Less: Other Designated by Resolution							-
Plus: Accrued Unfunded Pension Liability (1)							-
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)							-
Plus: Estimated Income (Loss) on Current Year Operations (2)							-
Plus: Other Adjustments (attach schedule)							-
<b>UNRESTRICTED NET POSITION AVAILABLE FOR USE IN PROPOSED BUDGET</b>	(3,787,506)						(3,787,506)
Unrestricted Net Position Utilized to Balance Proposed Budget							-
Unrestricted Net Position Utilized in Proposed Capital Budget							-
Appropriation to Municipality/County (3)							-
Total Unrestricted Net Position Utilized in Proposed Budget							-
<b>PROJECTED UNRESTRICTED UNDESIGNATED NET POSITION AT END OF YEAR</b>							
(4)	\$ (3,787,506)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (3,787,506)

(1) Total of all operations for this line item must agree to audited financial statements.

(2) Include budgeted and unbudgeted use of unrestricted net position in the current year's operations.

(3) Amount may not exceed 5% of total operating appropriations. See calculation below.

Maximum Allowable Appropriation to Municipality/County \$ 173,550 \$ - \$ - \$ - \$ - \$ - \$ 173,550  
 (4) If Authority is projecting a deficit for any operation at the end of the budget period, the Authority must attach a statement explaining its plan to reduce the deficit, including the timeline for elimination of the deficit, if not already detailed in the budget narrative section.

**Page F-8, Item 4**

Statement explaining the Authority's deficit reduction plan.

The Cape May County Bridge Commission is taking steps to reduce the deficit in the budget. The union contract signed in 2015 stipulated a hiring freeze for full time employees, thus eliminating new health benefit costs. Full time employees who retire are replaced with lower salaried part time employees. There was also a reduction in the starting salary for all new employees from \$15.48 per hour to \$11.50 per hour. There will also be no salary increases for any employee until the end of the current union contract in 2019.

The Commission is also planning to implement a toll increase in the next year to increase revenue, as well as to implement E-ZPass system on the bridges before the summer of 2017. The E-ZPass system will provide a much more efficient toll system than is currently utilized on the toll bridges. It will also allow for a decrease in staffing once fully operational.

By cutting salary costs and increasing toll revenue, the Commission is working to reduce the deficit of our budget.

2017

CAPE MAY COUNTY BRIDGE COMMISSION

AUTHORITY  
CAPITAL  
BUDGET/  
PROGRAM

# 2017 CERTIFICATION OF AUTHORITY CAPITAL BUDGET/PROGRAM

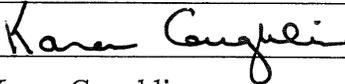
## CAPE MAY COUNTY BRIDGE COMMISSION

**FISCAL YEAR: FROM: JANUARY 1, 2017 TO: DECEMBER 31, 2017**

It is hereby certified that the Authority Capital Budget/Program annexed hereto is a true copy of the Capital Budget/Program approved, pursuant to N.J.A.C. 5:31-2.2, along with the Annual Budget, by the governing body of the \_\_\_\_\_ Authority, on the \_\_\_\_\_ day of \_\_\_\_\_.

**OR**

It is hereby certified that the governing body of the **CAPE MAY COUNTY BRIDGE COMMISSION** have elected **NOT** to adopt a Capital Budget /Program for the aforesaid fiscal year, pursuant to N.J.A.C. 5:31-2.2 for the following reason(s): **ALL CAPITAL PROJECT EXPENSES IN THE FUTURE WILL BE HANDLED BY THE COUNTY OF CAPE MAY.**

Officer's Signature:			
Name:	Karen Coughlin		
Title:	Executive Director		
Address:	4 Moore Road		
	Cape May Court House, NJ 08210		
Phone Number:	609-465-7806	Fax Number:	609-465-1418
E-mail address	karen.coughlin@co.cape-may.nj.us		

# 2017 CAPITAL BUDGET/PROGRAM MESSAGE

## CAPE MAY COUNTY BRIDGE COMMISSION

**FISCAL YEAR:** FROM: JANUARY 1, 2017 TO: DECEMBER 31, 2017

1. Has each municipality or county affected by the actions of the authority participated in the development of the capital plan and reviewed or approved the plans or projects included within the Capital Budget/Program?

**Yes, Cape May County is responsible for all Capital Improvements.**

2. Has each capital project/project financing been developed from a specific capital improvement plan or report; does it include full lifecycle costs; and is it consistent with appropriate elements of Master Plans or other plans in the jurisdiction(s) served by the authority?

**Yes, Cape May County is responsible for all Capital Improvements.**

3. Has a long-term (10-20 years) infrastructure needs assessment or other capital plan with a horizon beyond six years been prepared?

**Yes, Cape May County is responsible for all Capital Improvements.**

4. Describe the projected impact of the proposed capital projects, including impact on the schedule of rates, fees, and service charges and the impact on current and future year's schedules.

None

5. Please indicate which capital projects/project financings are being undertaken in the Metropolitan or Suburban Planning Areas as defined in the State Development and Redevelopment Plan.

None

6. Please indicate which capital projects/project financings are being undertaken within the boundary of a State Planning Commission-designated Center and/or Endorsed Plan and if the project was included in the Plan Implementation Agenda for that Center/Endorsed Plan.

None

*Add additional sheets if necessary.*

# Proposed Capital Budget

Cape May County Bridge Commission  
 For the Period January 1, 2017 to December 31, 2017

	Estimated Total Cost	Funding Sources				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Toll Bridges</i>						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-	-	-	-	-	-
<i>N/A</i>						
<b>TOTAL PROPOSED CAPITAL BUDGET</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Enter brief description of up to four projects for each operation above. For operations with more than four budgeted projects, please attach additional schedules. Input total amount of all projects for the operation on single line and enter "See Attached Schedule" instead of project description.

# 5 Year Capital Improvement Plan

## Cape May County Bridge Commission

For the Period January 1, 2017 to December 31, 2017

*Fiscal Year Beginning in*

	Estimated Total Cost	Current Budget Year 2017	2018	2019	2020	2021	2022
<i>Toll Bridges</i>							
Type in Description	\$ -	\$ -					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<i>N/A</i>							
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Type in Description	-	-					
Total	-	-	-	-	-	-	-
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

*Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.*

# 5 Year Capital Improvement Plan Funding Sources

## Cape May County Bridge Commission

For the Period January 1, 2017 to December 31, 2017

	Estimated Total Cost	<i>Funding Sources</i>				
		Unrestricted Net Position Utilized	Renewal & Replacement Reserve	Debt Authorization	Capital Grants	Other Sources
<i>Toll Bridges</i>						
Type in Description	\$ -					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
<i>N/A</i>						
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Total	-					
<i>N/A</i>						
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Type in Description	-					
Total	-					
<i>N/A</i>						
Type in Description	-					
Type in Description	-					
Type in Description	-					
Type in Description	-					
Total	-					
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Total 5 Year Plan per CB-4	\$ -					
Balance check		- If amount is other than zero, verify that projects listed above match projects listed on CB-4.				

Project descriptions entered on Page CB-3 will carry forward to Pages CB-4 and CB-5. No need to re-enter project descriptions above.