

2014

Manalapan Twp. Fire Dist. 1

# Fire District Budget

Department Of



Community  
**Affairs**

Division of Local Government Services

LOCAL GOVT SERVICES  
2014.03-5 P.12-0  
RECEIVED

2014

Manalapan Township  
(Name)

**FIRE DISTRICT NO. 1 BUDGET**

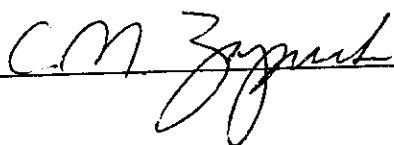
FISCAL YEAR: From January 1, 2014 to December 31, 2014

*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. 40A:5A-11.*

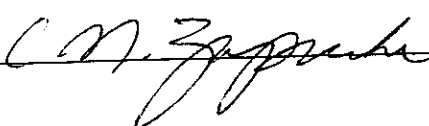
*State of New Jersey  
Department of Community Affairs  
Director of the Division of Local Government Services*

By:  Date: 1/21/14

**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: 3/5/15

# PREPARER'S CERTIFICATION

2014

Manalapan Township

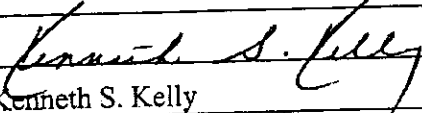
(Name)

## FIRE DISTRICT NO. 1 BUDGET

FISCAL YEAR: From January 1, 2014 to December 31, 2014

It is hereby certified that the Fire District No. 1\_ Budget, including both the Annual Budget and the Supplemental Schedules appended hereto, represents the Board of Commissioners' resolve with respect to statute in that; all estimates of revenues, including the amount to be raised by taxation to support the district budget, are reasonable, accurate and correctly stated, all items of appropriation are properly set forth and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Fire District No. 1\_.

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 Supplemental Schedules required are completed and attached.

Preparer's Signature:			
Name:	Kenneth S. Kelly		
Title:	Commissioner		
Address:	683 Tennent Road, Manalapan, NJ 07726		
Phone Number:	732-522-1676	Fax Number:	732-446-1336
E-mail address	Commish261@aol.com		

# PREPARER'S CERTIFICATION OTHER ASSETS

2014

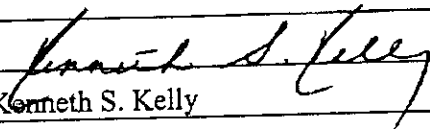
Manalapan Township  
(Name)

FIRE DISTRICT NO. 1 BUDGET

FISCAL YEAR: From January 1, 2014 to December 31, 2014

It is hereby certified that operating appropriations as reported in this annual budget, included on Supplemental Schedule Page SS-6, 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 above herein have been determined not to be Capital Assets pursuant to N.J.S.A 40A:14-84 and 40A:14-85. Therefore the election has been made to treat such Other Assets as Operating Appropriations: Current Operating Expenses, pursuant to N.J.S.A 40A: 14-78.6.

Preparer's Signature:			
Name:	Kenneth S. Kelly		
Title:	Commissioner		
Address:	683 Tennent Road, Manalapan, NJ 07726		
Phone Number:	732-522-1676	Fax Number:	732-446-1336
E-mail address	Commish261@aol.com		

# APPROVAL CERTIFICATION

2014

Manalapan Township

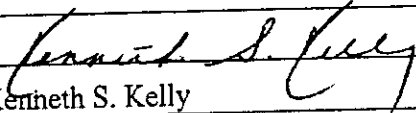
(Name)

## FIRE DISTRICT NO. 1 BUDGET

FISCAL YEAR: From January 1, 2014 to December 31, 2014

It is hereby certified that the Fire District No. 1 Budget, including Supplemental Schedules appended hereto, are a true copy of the Annual Budget approved by resolution by the Board of Commissioners of the Manalapan Township Fire District No. 1, at an open public meeting, held pursuant to N.J.A.C. 5:31-2.4, on the 6th day of November, 2013

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

Secretary's Signature:			
Name:	Kenneth S. Kelly		
Title:	Commissioner		
Address:	683 Tennent Road, Manalapan, NJ 07726		
Phone Number:	732-522-1676	Fax Number:	732-446-1336
E-mail address	Commish261@aol.com		

## 2014 Fire District Information

Please fill out the following information regarding this Fire District:

<b>Name of Fire District:</b>	Manalapan Township Fire District 1		
<b>Address:</b>	683 Tennent Road		
<b>City, State, Zip:</b>	Manalapan	NJ	07726
<b>Phone Number: (ext)</b>	732-536-2881	<b>Fax:</b>	732-446-1336

<b>Preparer's Name:</b>	Kenneth S. Kelly		
<b>Preparer's Address:</b>	683 Tennent Road		
<b>City, State, Zip:</b>	Manalapan	NJ	07726
<b>Preparer's #: (ext.)</b>	732-522-1676	<b>Fax:</b>	732-446-1336
<b>Preparer's Cell #:</b>	732-522-1676		
<b>Preparer's E-mail:</b>	Commish261@aol.com		

<b>Chairman:</b>			
<b>Phone Number: (ext.)</b>	732-522-1674	<b>Fax:</b>	732-446-1336
<b>E-mail:</b>	ASpector@mtnj.org		

<b>Secretary/ Treasurer:</b>	Kenneth S. Kelly		
<b>Phone Number: (ext.)</b>	732-522-1676	<b>Fax:</b>	732-446-1336
<b>E-mail:</b>	Commish261@aol.com		

<b>Name of Auditor:</b>	Stephen Berger		
<b>Name of Firm:</b>	Orlick, Berger, Marin, and Associates		
<b>Address:</b>	57 Schank Road, Suite C-1		
<b>City, State, Zip:</b>	Freehold	NJ	07728
<b>Phone Number: (ext.)</b>	732-462-2800	<b>Fax:</b>	732-462-2861
<b>E-mail:</b>			

Membership of Board of Commissioners (Full Name)	Title
Alan Spector	Chairman
Kenneth S. Kelly	Clerk
George Schmatz	Treasurer
Louis Caruana	Commissioner
Danny LaRocca	Commissioner

## 2014 Fire District Information Internet Web Site Information and Certification

<b>Fire District's Web Address</b>	manalapanfiredistrict1.com
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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. NJSA 40A:14-70.2 requires the following items as the minimum requirement for public disclosure.


- A description of the fire district's mission and responsibilities
- Commencing with 2013, the budgets of at least three consecutive fiscal years
- The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- Commencing with Calendar Year Ending 2012, the annual audits of at least three consecutive fiscal 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 board of fire commissioners, setting forth the time, date, location and agenda of each meeting
- Beginning January 1, 2013, the approved minutes of each meeting of the board of fire commissioners including all resolutions of the commission and their committees; for at least three consecutive fiscal years
- The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the fire district
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organization which received any remuneration of \$17,500 or more during the preceding fiscal year for any service whatsoever rendered to the fire district but shall not include volunteers receiving benefits under a length of service award program (LOSAP)

It is hereby certified by the Chairman, that the Fire District's web site or web page as identified above complies with the minimum statutory requirements of NJSA 40A:14-70.2 as listed above. A check in each of the above boxes signifies compliance.

Name of Chairperson Certifying compliance

Alan Spector

Signature



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

**2014 FIRE DISTRICT BUDGET**

**TRANSMITTAL PACKAGE**

Submit all budget related material in one package to: *Division of Local Government Services, Bureau of Authority Regulation, 101 South Broad Street, P.O. Box 803, Trenton, NJ 08625-0803.* Check the boxes of items that are included in budget. Please do not submit more copies than required.

2014 Fire District Budget Document

- 2 copies of the entire budget workbook, including Budget Pages, Supplemental Sheets, and Levy Cap Calculation Sheets
- Pages 1A, 1B, 1C, 1D and 1E with signature blocks filled in along with mailing address, phone number, fax number, e-mail address and web address.
- Resolution of the Fire District Commissioners is attached with properly recorded vote
- Proposed hearing date for adoption of Budget reflected in Fire District Budget Resolution
- Fire District Budget Resolution is signed with original hand written signature
- Completed Budget Message including a description of capital items budgeted along with payment method indicated, as well as an outline of referendum requests, if necessary
- Certification of New Construction/Improvements/Partial Assessments (CNC-3)

Miscellaneous Revenues and Operating Grant Revenues

- Supporting documentation to substantiate all revenues

Amount to be Raised by Taxation

- Amount shown on Budget Page 5 does not exceed the allowable amount on LC-1 and equals the amount reflected in the Fire District Budget Resolution for the Proposed Budget and the amount approved by the Director for the Adopted Budget

Capital Outlays (Budget Page 9)

- Supporting documentation reflecting the date of election held and recorded vote on the acquisition of capital assets has been submitted



## 2014 FIRE DISTRICT BUDGET TRANSMITTAL PACKAGE (page 2)

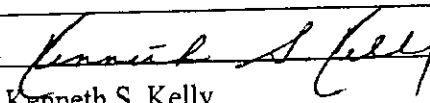
Supplemental Schedules

- The beginning Unrestricted and Restricted Fund Balances agree to the December 31, 2012 Fire District Audit Report
- The debt service schedules include the date of voter approval along with the date of findings received from the Local Finance Board

Length of Service Award Program (LOSAP) - (If applicable)

- Page 3 has been completed
- The amount of the contribution is shown on Page 8.

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Official's Signature:			
Name:	Kenneth S. Kelly		
Title:	Commissioner		
Address:	683 Tennent Road, Manalapan, NJ 07726		
Phone Number:	732-522-1676	Fax Number:	732-462-2861
E-mail address	Commish261@aol.com		

# 2014 BUDGET RESOLUTION

Manalapan Township

(Name)

Fire District No. 1

FISCAL YEAR: From January 1, 2014 to December 31, 2014

WHEREAS, the Annual Budget for the Manalapan Township, Fire District No. 1 for the fiscal year beginning January 1, 2014 and ending December 31, 2014 has been presented before the Board of Commissioners of the Fire District No. 1 at its open public meeting of November 6<sup>th</sup>, 2013; 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 \$ 1,529,272, which includes amount to be raised by taxation of \$ 1,375,272, and Total Appropriations of \$ 1,529,272; 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 No. 1 has taken into account the assessed valuation of taxable property in the Fire District No. 1.

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District No. 1, at an open public meeting held on November 6<sup>th</sup>, 2013 that the Annual Budget, including appended Supplemental Schedules, of the Manalapan Township Fire District No. 1 for the fiscal year beginning January 1, 2014 and ending December 31, 2014 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 Fire District No. 1 '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 Manalapan Township Fire District No. 1, will consider the Annual Budget for adoption on January 22<sup>th</sup>, 2014.

  
(Secretary's Signature)

12-4-13  
(Date)

Board of Commissioners Recorded Vote				
Member	Aye	Nay	Abstain	Absent
A. Spector	✓			
K. Kelly	✓			
G. Schmatz	✓			
L. Caruana	✓			
D. LaRocca	✓			

# 2014 BUDGET MESSAGE

Manalapan Township  
(Name)

## Fire District No. 1 Budget

FISCAL YEAR: From January 1, 2014 to December 31, 2014

1. Complete a brief statement on the 2014 proposed Annual Budget and make comparison to the current year's adopted budget. Explain significant increases or decreases, if any.

The District raised the budget slightly, due to an increase in costs. The total budget was only increased by \$30,000.

2. Complete a brief statement describing the impact the proposed Annual Budget will have on the Amount to be Raised by Taxation to support the district budget and on the Restricted and Unreserved Fund Balance(s). Explain increases or decreases in the tax rate and utilization of fund balances. **If unreserved fund balance is reduced by more than 10%, explain the projected impact on the following year's budget.**

The District kept the tax rate the same as the preceding year, as well only slightly raising the amount to be raised by taxation.

3. Include a statement explaining how the District is complying with the Property Tax Levy Cap. The statement must explain reasons for exceeding the Levy Cap and identify the appropriations that caused the district to exceed the Levy Cap, and how they are being addressed by a referendum.

The District has remained within the Cap Levy.

4. If the District plans to pass a Resolution for the Release of Restricted Fund Balance, explain the reason and purposes of the appropriation

N/A

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

N/A

6. If the proposed Annual Budget contains an amount for a Cash Deficit of the Preceding Year, pursuant to N.J.S.A 40A:14-78.6, then an explanation as to reasons for occurrence must be disclosed.

N/A

7. Does the Annual Budget appropriate such sums as it may deem necessary for the purchase of first aid, ambulance, rescue, or other emergency vehicles, equipment, supplies and materials for use by a duly incorporated association, pursuant to N.J.S.A 40A:14-85.1? If so, detail the organization(s) incorporated name and amounts.

N/A

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

7a. Total Assessed Valuation of District	\$3,501,776,800
7b. Proposed Tax Rate per \$100 of Assessed Valuation	\$0.039

9. Is the fire district providing for a first year funding appropriation to establish a length of service award program (LOSAP) in this year's budget, subject to public referendum thereof?

No:	<input checked="" type="checkbox"/>	Yes:	<input type="checkbox"/>	If yes, how much is appropriated?	\$
-----	-------------------------------------	------	--------------------------	-----------------------------------	----

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:	<input type="checkbox"/>	Yes:	<input type="checkbox"/>
-----	--------------------------	------	--------------------------

**2014 FIRE DISTRICT BUDGET**

**Manalapan Township Fire District # 1 (Monmouth)**

**----ANTICIPATED REVENUES----**

----FUND BALANCE UTILIZED----	CROSS REF.	2014 PROPOSED BUDGET	2013 CURRENT YEAR FINAL BUDGET
-----	-----	-----	-----
UNRESTRICTED FUND BALANCE	* A-1 *	\$154,000 *	\$154,000 *
RESTRICTED FUND BALANCE	* A-2 *		*
<b>TOTAL FUND BALANCE UTILIZED</b>	<b>* R-1 *</b>	<b>\$154,000 *</b>	<b>\$154,000 *</b>
		=====	=====

----MISCELLANEOUS ANTICIPATED REVENUES----	CROSS REF.	2014 PROPOSED BUDGET	2013 CURRENT YEAR FINAL BUDGET
-----	-----	-----	-----
SHARED SERVICES (N.J.S.A. 40A:65-1 et seq.)	* *		*
JOINT PURCHASING AGRMNTS. (N.J.S. 40A:10 & 11)	* *		*
EMERGENCY ASSISTANCE (N.J.S. 40A:14-26)	* *		*
MUNICIPAL ASSISTANCE (N.J.S. 40A:14-34)	* *		*
MUNICIPAL ASSIST. - ADJOIN. (N.J.S. 40A:14-35)	* *		*
CONTRACTS - VOL. FIRE CO. (N.J.S. 40A:14-68)	* *		*
LEASES - LOCAL MUNICIPALITY (N.J.S. 40A:14-83)	* *		*
RENTAL INCOME	* *		*
SALE OF ASSETS	* A-3 *		*
INTEREST ON INVESTMENTS AND DEPOSITS	* A-4 *		*
OTHER REVENUE	* A-5 *		*
<b>TOTAL MISCELLANEOUS REVENUES ANTICIPATED</b>	<b>* R-2 *</b>		*
		=====	=====

## 2014 FIRE DISTRICT BUDGET

### Manalapan Township Fire District # 1 (Monmouth)

#### ---ANTICIPATED REVENUES---

---OPERATING GRANT REVENUE---	CROSS REF. ----	2014 PROPOSED BUDGET -----	2013 CURRENT YEAR FINAL BUDGET -----
SUPPLEMENTAL FIRE SERV. ACT (P.L. 1985, c. 295)	* * *		* * *
OTHER GRANTS & ENTITLEMENTS	* A-6 *		* * *
<b>TOTAL OPERATING GRANT REVENUE</b>	* R-3 *		
<b>MISCELLANEOUS REVENUES OFFSET WITH APPROPRIATIONS:</b>			
<b>UNIFORM FIRE SAFETY ACT (P.L. 1983. c. 383)</b>			
RESERVES UTILIZED	* * *		* * *
ANNUAL REGISTRATION FEES	* * *		* * *
PENALTIES AND FINES	* * *		* * *
OTHER REVENUES	* * *		* * *
<b>TOTAL UNIFORM FIRE SAFETY ACT REVENUES</b>	* A-7 *		
<b>OTHER REVENUES OFFSET WITH APPROPRIATIONS</b>	* A-8 *		* * *
<b>TOTAL REVENUES OFFSET WITH APPROPRIATIONS</b>	* R-4 *		
<b>TOTAL REVENUES AND FUND BALANCE UTILIZED</b> (R-1 + R-2 + R-3 + R-4)	* B-1 *	\$154,000	\$154,000
<b>AMOUNT TO BE RAISED BY TAXATION TO SUPPORT THE DISTRICT BUDGET</b>	* R-5 *	\$1,375,272	\$1,345,272
<b>TOTAL ANTICIPATED REVENUES</b> (B-1 + R-5)	* B-2 *	\$1,529,272	\$1,499,272

Maximum Allowable Amount to be raised by Taxation  
(For Reference Purposes Only from LC1 based on  
Information provided by the district- see instructions.)

\$1,381,254

Amount Over Levy Cap

**2014 FIRE DISTRICT BUDGET**

**Manalapan Township Fire District # 1 (Monmouth)**

**BUDGETED APPROPRIATIONS  
OPERATING APPROPRIATIONS**

	CROSS REF. -----	2014 PROPOSED BUDGET -----	2013 CURRENT YEAR FINAL BUDGET -----
<b>ADMINISTRATION</b>			
SALARY & WAGES	* A-9 *	\$47,520 *	\$47,520 *
FRINGE BENEFITS	* A-13 *		
OTHER EXPENSES	* A-11 *	\$410,685 *	\$392,685 *
		-----	-----
<b>TOTAL ADMINISTRATION</b>	<b>* E-1 *</b>	<b>\$458,205 *</b>	<b>\$440,205 *</b>
		=====	=====
<b>COST OF OPERATIONS &amp; MAINTENANCE</b>			
SALARY & WAGES	* A-10 *	\$57,200 *	\$57,200 *
FRINGE BENEFITS	* A-14 *		
OTHER EXPENSES	* A-12 *	\$733,177 *	\$727,177 *
		-----	-----
<b>TOTAL COST OF OPERATIONS &amp; MAINTENANCE</b>	<b>* E-2 *</b>	<b>\$790,377 *</b>	<b>\$784,377 *</b>
		=====	=====

**2014 FIRE DISTRICT BUDGET**

**Manalapan Township Fire District # 1 (Monmouth)**

**BUDGETED APPROPRIATIONS  
OPERATING APPROPRIATIONS**

	CROSS REF.	2014 PROPOSED BUDGET	2013 CURRENT YEAR FINAL BUDGET
	-----	-----	-----
<b>APPROPRIATIONS OFF-SET WITH REVENUE</b>			
SALARY & WAGES	* A-15 *	*	*
FRINGE BENEFITS	* A-16 *	*	*
OTHER EXPENSES	* A-17 *	*	*
		-----	-----
<b>TOTAL APPROPRIATIONS OFFSET WITH REVENUE</b>	<b>* E-3 *</b>	*****	*****
<b>DULY INCORPORATED FIRST AID / RESCUE SQUAD ASSOCIATIONS (NJS 40A:14-85.1)</b>			
VEHICLES	* *	*	*
EQUIPMENT	* *	*	*
MATERIALS & SUPPLIES	* *	*	*
		-----	-----
<b>TOTAL APPROPRIATED FOR DULY INCORPORATED FIRST AID / RESCUE SQUAD ASSOCIATIONS</b>	<b>* E-4 *</b>	*****	*****



**2014 FIRE DISTRICT BUDGET**

**Manalapan Township Fire District # 1 (Monmouth)**

**BUDGETED APPROPRIATIONS**

	CROSS REF. -----	2014 PROPOSED BUDGET -----	2013 CURRENT YEAR FINAL BUDGET -----
<b>EMERGENCY APPROPRIATIONS (NJS 40A:14-78.14)</b>			
(1)	* *		* *
(2)	* *		* *
(3)	* *		* *
<b>OTHER DEFERRED CHARGES (List &amp; Cite Statute)</b>			
(1) Declared State of Emergency (NJS 40A:4-45.45 10b)	* *		* *
(2)	* *		* *
(3)	* *		* *
<b>TOTAL DEFERRED CHARGES</b>	* E-5 *	----- =====	----- =====
<b>CASH DEFICIT, PRECEEDING YEAR (NJS 40A:14-78.6)</b>	* E-6 *	----- =====	----- =====
<b>LENGTH OF SERVICE AWARD PROGRAM (LOSAP) - CONTRIBUTION (PL 1997, c 388)</b>	* E-7 *	\$158,021 =====	\$152,021 =====

**2014 FIRE DISTRICT BUDGET**

**Manalapan Township Fire District # 1**

**BUDGETED APPROPRIATIONS  
CAPITAL APPROPRIATIONS**

<b>CAPITAL IMPROVEMENTS (NJS 40A:14-84)</b>					<b>2014</b>	<b>2013</b>
<u>List Project Separately</u>	<u>Date of LFB Approval</u>	<u>Date of Voter Approval</u>	<u>Asset Type</u>	<u>Affirmative Vote %</u>	<b>PROPOSED BUDGET</b> -----	<b>CURRENT YEAR FINAL BUDGET</b> -----
(1)			Asset Type (Select) *	*		*
(2)			Asset Type (Select) *	*		*
(3)			Asset Type (Select) *	*		*
(4)			Asset Type (Select) *	*		*
(5)			Asset Type (Select) *	*		*
(6)			Asset Type (Select) *	*		*
<b>DOWN PAYMENTS (N.J.S. 40A:14-85)</b>						
<u>List Project Separately</u>	<u>Date of LFB Approval</u>	<u>Date of Voter Approval</u>	<u>Asset Type</u>	<u>Affirmative Vote %</u>		
(1)			Asset Type (Select) *	*		*
(2)			Asset Type (Select) *	*		*
(3)			Asset Type (Select) *	*		*
(4)			Asset Type (Select) *	*		*
(5)			Asset Type (Select) *	*		*
<b>Total Capital Improvements/Down Payments</b>				* C-1	* \$0	* \$0
<b>RESERVE FOR FUTURE CAPITAL OUTLAYS</b>				* C-2		*
<b>TOTAL CAPITAL APPROPRIATIONS</b> (C-1 + C-2)				* E-8	* \$0	* \$0
Capital Appropriations offset with Restricted Fund					[ ]	[ ]
Capital Appropriations offset with Grants					[ ]	[ ]
Capital Appropriations offset with Unrestricted Fund					[ ]	[ ]

**2014 FIRE DISTRICT BUDGET**

**Manalapan Township Fire District # 1 (Monmouth)**

**BUDGETED APPROPRIATIONS  
DEBT SERVICE FOR CAPITAL APPROPRIATIONS**

	<u>CROSS REF.</u>	<u>2014 PROPOSED BUDGET</u>	<u>2013 CURRENT YEAR FINAL BUDGET</u>
<b>PRINCIPAL PAYMENTS</b>			
GENERAL OBLIGATION BONDS	* P-1 *	\$112,161 *	\$108,863 *
BOND ANTICIPATION NOTES	* P-2 *		
CAPITAL LEASES	* P-3 *		
INTERGOVERNMENTAL LOANS	* P-4 *		
OTHER BONDS OR NOTES	* P-5 *		
		-----	-----
<b>TOTAL PRINCIPAL PAYMENTS</b>	<b>* D-1 *</b>	<b>\$112,161 *</b>	<b>\$108,863 *</b>
<b>INTEREST PAYMENTS</b>			
GENERAL OBLIGATION BONDS	* I-1 *	\$10,508 *	\$13,806 *
BOND ANTICIPATION NOTES	* I-2 *		
CAPITAL LEASES	* I-3 *		
INTERGOVERNMENTAL LOANS	* I-4 *		
OTHER BONDS OR NOTES	* I-5 *		
		-----	-----
<b>TOTAL INTEREST PAYMENTS</b>	<b>* D-2 *</b>	<b>\$10,508 *</b>	<b>\$13,806 *</b>
		-----	-----
<b>TOTAL DEBT SERVICE (D1+D2)</b>	<b>* E-9 *</b>	<b>\$122,669 *</b>	<b>\$122,669 *</b>
		=====	=====
<b>TOTAL BUDGETED APPROPRIATIONS</b>	<b>* B-2 *</b>	<b>\$1,529,272 *</b>	<b>\$1,499,272 *</b>
(E1+E2+E3+E4+E5+E6+E7+E8+E9)		=====	=====

**2014 FIRE DISTRICT BUDGET**

**Manalapan Township Fire District # 1 (Monmouth)**

**BUDGETED APPROPRIATIONS**

2014  
Proposed  
Budget

2013  
Final Budget

**Summary of Referendum Line Items**

**SS  
Page  
#**

**Amount  
Requested**

Insert new rows here			
	<b>TOTAL Referendum Line Items</b>		\$0

Tax Levy Requested minus Maximum Allowable Levy \$0  
 As this page is adjusted this amount changes should = \$0  
 (For Reference Purposes Only - from LC1 based on  
 information provided by the district- see instructions.)

**Summary of Release of Restricted Fund Balance  
Referendum Line Items**

**SS  
Page  
#**

**Amount  
Requested**

Insert new rows here			
	<b>TOTAL Release of Restricted Fund Balance</b>		\$0

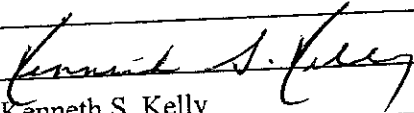
# 2014 ADOPTION CERTIFICATION

Manalapan Township

## Fire District No. 1 Budget

FISCAL YEAR: From January 1, 2014 to December 31, 2014

It is hereby certified that the Fire District No. 1 Budget annexed hereto is a true copy of the Budget adopted by the Board of Commissioners of the Manalapan Township Fire District No.1, pursuant to N.J.A.C. 5:31-2.4, on the 22 day of January, 2014.

Secretary's Signature:			
Name:	Kenneth S. Kelly		
Title:	Commissioner		
Address:	683 Tennent Road, Manalapan, NJ 07726		
Phone Number:	732-522-1676	Fax Number:	732-462-2861
E-mail address	Commish261@aol.com		

# 2014 ADOPTED BUDGET RESOLUTION

Manalapan Township

(Name)

## Fire District No. 1

**FISCAL YEAR: From January 1, 2014 to December 31, 2014**

WHEREAS, the Annual Budget for the Manalapan Township\_ Fire District No. 1 for the fiscal year beginning January 1, 2014 and ending December 31, 2014 has been presented for adoption before the Board of Commissioners of the Manalapan Township\_ Fire District No. 1 at its open public meeting of January 22, 2014; and

WHEREAS, the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and

WHEREAS, the adopted budget is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et. Seq)and,

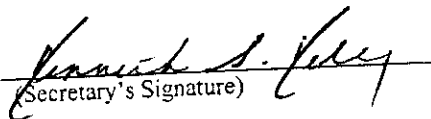
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$ 1,529,272, which includes amount to be raised by taxation of \$ 1,375,272\_ and Total Appropriations of \$ 1,529,272; and

WHEREAS, an election shall be held annually on the third Saturday of February in each established fire district to determine the amount of money to be raised by taxation for the ensuing year.

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Manalapan Twp. Fire District No. 1, at an open public meeting held on January 22, 2014 that the Annual Budget of the Fire District No. 1 for the fiscal year beginning January 1, 2014 and ending December 31, 2014 is hereby adopted and, [subject to the proposed referendum being approved by 50 percent of the voters] shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,529,272, which includes amount to be raised by taxation of \$1,375,272 and Total Appropriations of \$1,529,272; and,

BE IT FURTHER RESOLVED, that the Annual Budget as presented for adoption reflects each item of revenue and appropriation in the same amount and title as set forth in the introduced and approved budget, including all amendments thereto, if any, which have been approved by the Director of the Division of Local Government Services; and,

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount of money 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)

1-21-14  
(Date)

Board of Commissioners Recorded Vote				
Member	Aye	Nay	Abstain	Absent
A. Spector	✓			
K. Kelly	✓			
G. Schmatz	✓			
L. Caruana	✓			
D. LaRocca	✓			

## 2014 FIRE DISTRICT BUDGET

If you are preparing this workbook WITHOUT having the Instructions and Reference Guide Documents with you as you complete it, STOP and get them and consult them page by page as you complete the budget.

In addition, preparers should note the following as they complete this workbook:

1. Complete the SS pages first - the worksheet has been programmed to reflect totals on many of the budget sheets.
2. The "LC" pages - the Property Tax Levy Calculation pages simplify data entry by having the user enter most data on support pages and some from this sheet. By filling in the cells below on this page, each worksheet will reflect the information and automatically calculate the formulas on each individual worksheet.
3. The individual LC worksheets (tabs) are locked to protect the formulas.
4. Fill in only the green sections on **this** worksheet. All fields on the other LC sheets should be filled in automatically
5. Worksheets refer to "Adopted budget" (current year) and "Proposed budget" for the year for which the budget is being prepared.

**6. Refer to the Budget Instructions and Reference Guide when completing all worksheet pages. They contain important information and explanations about the sheets and how they work. DO NOT prepare the budget without reviewing them carefully.**

**7. Next, follow the instructions below:**

Select the fire district (and county) by clicking the green cell below, then click on the arrow on the right side to choose. This will populate the name and county throughout the workbook. Then continue to complete each of the following green cells.

Manalapan Township Fire District # 1 (Monmouth)

Manalapan Township  
Fire District # 1  
Monmouth  
Kenneth  
Kelly  
732-522-1676  
[commish261@aol.com](mailto:commish261@aol.com)

Preparer's First Name:  
Preparer's Last Name:  
Preparer's Phone Number:  
Preparer's email:

2013 Adopted Budget - Amount to be Raised by Taxation (Page 5)

Cap Bank Available from 2011 (See Levy Cap Certification)

Cap Bank Available from 2012 (See Levy Cap Certification)

Cap Bank Available from 2013 (See Levy Cap Certification)

Cap Bank Used from 2011

Cap Bank Used from 2012

Cap Bank Used from 2013

Changes in Service Provider (+/-)

DLGS Approved Adjustments

Cancelled or Unexpended Referendum Amount

(Enter as a positive number)

Assessed Valuation of District for adopted budget

New Ratables - Increase in Valuations (New Construction and Additions)

Adopted Fire District Tax Rate (per \$100)

	\$1,345,272
	\$1,174
	\$112,558
	\$0
	3,501,776,800
	\$7,888,000
	\$0.039

To print out the Summary Levy Cap Calc Worksheet now, click on the LC 1 tab and click the print icon.

Projected Tax Rate based upon Proposed Levy (Page 5 R5)

\$0.039



## Fire District Summary Levy Cap Calculation

FDCode	Fire District	COUNTY	EXAMINER
132601	Manalapan Township Fire District # 1	Monmouth	

### Model Fire District Tax Levy Calculation Worksheet

#### Levy Cap Calculation

Prior Year Amount to be Raised by Taxation for Fire District Purposes.....	\$1,345,272
Changes in Service Provider (+/-).....	\$0
DLGS Approved Adjustments.....	\$0
Net Prior Year Tax Levy for Municipal Purposes for Cap Calculation.....	\$1,345,272
Plus 2% Cap increase.....	\$26,905
<b>Adjusted Tax Levy Prior to Exclusions.....</b>	<b>\$1,372,177</b>

#### Exclusions:

Shared Service Exclusion.....	\$0
Change in Total Debt Service Appropriation.....	\$0
Allowable pension increases.....	\$0
Allowable increase in health care costs.....	\$0
Changes in LOSAP contributions (+/-).....	\$6,000
Extraordinary Costs due to a "Declared" Emergency Net Capital Improvement Fund and/or Down Payment on Improvements and Reserve for Future	\$0
Add Total Exclusions.....	\$6,000
Less Cancelled or Unexpended Referendum Amounts.....	\$0
Increase in Ratable Valuation (New Construction/Additions)	\$7,888,000
Prior Year Local Fire District Tax Rate (3 decimals/\$100)....	\$0.039
	<b>\$3,076</b>

<b>Adjusted Tax Levy.....</b>	<b>\$1,381,254</b>
Amount Utilized from Levy Cap Bank from 2011.....	\$0
Amount Utilized from Levy Cap Bank from 2012.....	\$0
Amount Utilized from Levy Cap Bank from 2013.....	\$0
<b>Subtotal: Maximum Tax Levy Before Referendum.....</b>	<b>\$1,381,254</b>
Amount Proposed for Levy Cap Referendum.....	\$0
<b>Maximum Allowable Amount to be Raised by Taxation.....</b>	<b>\$1,381,254</b>

#### Cap Bank Calculation

Amount To Be Raised By Taxation.....	\$1,375,272
Cap Bank Available from Prior Year (2011) for 2014's Budget.....	\$1,174
Cap Bank Available from Prior Year (2012) for 2014's Budget.....	\$112,558
Revised Cap Bank from Prior Year (2012) available for 2015's Budget.....	\$112,558
Cap Bank Available from Prior Year (2013) for 2014's Budget.....	\$0
Revised Cap Bank from Prior Year (2013) available for 2015's Budget.....	\$0
Cap Bank from Current Year (2014) available for 2015's Budget.....	\$5,982
Cap Bank Available from 2014 for 2015's Budget.....	\$5,982

## Health Insurance Exclusion Calculation Sheet

FY 2014 State Health Benefits Program Average Increase: 6.6%

Fire District	COUNTY	EXAMINER	
Manalapan Township Fire District # 1	Monmouth		
These amounts are drawn from SS-5A Fringe Benefits. If a waiver or referendum is planned for this expense, that amount must be manually entered:		<u>Proposed Budget</u>	<u>Final Budget</u>
Administration Health Insurance Appropriation		\$0	\$0
Operations & Maintenance Health Insurance Appropriation		\$0	\$0
<b>A. Proposed Budget Group Health Insurance</b>		<b>\$0</b>	<b>\$0</b>
<b>NET INCREASE (DECREASE)</b>		<b>\$0</b>	
1. Net Increase Divided by 2013 Amount Budgeted = % Increase		0.00%	
2. SFY 2014 State Health Average 6.6%; Less 2% = % Increase added to current levy		0.00%	
3. % Increase (B1) less % Increase Exclusion (B2) = % increase inside cap		0.00%	
5. % Increase Exclusion (B2) * 2013 Expended = 2014 appropriation added to levy		\$0	
6. Amount above the Levy Exclusion (Actual Increase - State Health Benefit Average)		\$0	
<b>2014 Increase in Appropriation</b>		<b>\$0</b>	

## Health Insurance Exclusion Calculation Sheet

FY 2014 State Health Benefits Program Average Increase: 6.6%

Fire District	COUNTY	EXAMINER																																	
Manalapan Township Fire District # 1	Monmouth																																		
These amounts are drawn from SS-5A Fringe Benefits. If a waiver or referendum is planned for this expense, that amount must be manually entered		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 20%; text-align: center;"><u>Proposed Budget</u></th> <th style="width: 20%; text-align: center;"><u>Final Budget</u></th> </tr> </thead> <tbody> <tr> <td>Administration Health Insurance Appropriation</td> <td style="text-align: center;">\$0</td> <td style="text-align: center;">\$0</td> </tr> <tr> <td>Operations &amp; Maintenance Health Insurance Appropriation</td> <td style="text-align: center;">\$0</td> <td style="text-align: center;">\$0</td> </tr> <tr> <td><b>A. Proposed Budget Group Health Insurance</b></td> <td style="text-align: center;"><b>\$0</b></td> <td style="text-align: center;"><b>\$0</b></td> </tr> <tr> <td style="text-align: right;"><b>NET INCREASE (DECREASE)</b></td> <td style="text-align: center;"><b>\$0</b></td> <td></td> </tr> <tr> <td>1. Net Increase Divided by 2013 Amount Budgeted = % Increase</td> <td style="text-align: center;">0.00%</td> <td></td> </tr> <tr> <td>2. SFY 2014 State Health Average 6.6%; Less 2% = % Increase added to current levy</td> <td style="text-align: center;">0.00%</td> <td></td> </tr> <tr> <td>3. % Increase (B1) less % Increase Exclusion (B2) = % increase inside cap</td> <td style="text-align: center;">0.00%</td> <td></td> </tr> <tr> <td>5. % Increase Exclusion (B2) * 2013 Expended = 2014 appropriation added to levy</td> <td style="text-align: center;">\$0</td> <td></td> </tr> <tr> <td>6. Amount above the Levy Exclusion (Actual Increase - State Health Benefit Average)</td> <td style="text-align: center;">\$0</td> <td></td> </tr> <tr> <td style="text-align: right;"><b>2014 Increase in Appropriation</b></td> <td style="text-align: center;"><b>\$0</b></td> <td></td> </tr> </tbody> </table>		<u>Proposed Budget</u>	<u>Final Budget</u>	Administration Health Insurance Appropriation	\$0	\$0	Operations & Maintenance Health Insurance Appropriation	\$0	\$0	<b>A. Proposed Budget Group Health Insurance</b>	<b>\$0</b>	<b>\$0</b>	<b>NET INCREASE (DECREASE)</b>	<b>\$0</b>		1. Net Increase Divided by 2013 Amount Budgeted = % Increase	0.00%		2. SFY 2014 State Health Average 6.6%; Less 2% = % Increase added to current levy	0.00%		3. % Increase (B1) less % Increase Exclusion (B2) = % increase inside cap	0.00%		5. % Increase Exclusion (B2) * 2013 Expended = 2014 appropriation added to levy	\$0		6. Amount above the Levy Exclusion (Actual Increase - State Health Benefit Average)	\$0		<b>2014 Increase in Appropriation</b>	<b>\$0</b>	
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<b>2014 Increase in Appropriation</b>	<b>\$0</b>																																		

Pension Contribution Calculation Sheet		
Fire District	COUNTY	EXAMINER
Manalapan Township Fire District # 1	Monmouth	
Proposed Budget PERS Contribution Appropriated		\$0
Proposed Budget PFRS Contribution Appropriated		\$0
Anticipated Revenues for Fringe Benefits Directly Offsetting Pension Costs		\$0
*Net Current Year Base Amount		\$0
Final Budget PERS Contribution		\$0
Final Budget PFRS Contribution		\$0
Realized Revenues for Fringe Benefits Directly Offsetting Pension Costs		\$0
*Net Prior Year Base Amount		\$0
Pension Contribution Exclusion		\$0

LOSAP Calculation Sheet		
Fire District	COUNTY	EXAMINER
Manalapan Township Fire District # 1	Monmouth	
LOSAP - Proposed Budget		\$158,021
LOSAP - Final Budget		\$152,021
LOSAP Exclusion (+/-)		\$6,000

Debt Service Calculation Sheet		
Fire District	COUNTY	EXAMINER
Manalapan Township Fire District # 1	Monmouth	
Total Debt Service Appropriation (Proposed Budget)		\$122,669
Current Year Base Amount		\$122,669
Total Debt Service Appropriation Expended (Final Budget)		\$122,669
Final Budget Base Amount		\$122,669
Debt Service Exclusion		\$0

Capital Appropriation Calculation Sheet		
Fire District	COUNTY	EXAMINER
Manalapan Township Fire District # 1	Monmouth	
Total Capital Appropriation (Proposed Budget)		\$0
Capital Appropriation offset from Restricted Fund (Proposed Budget)		\$0
Capital Appropriation offset from Grant Revenue (Proposed Budget)		\$0
Capital Appropriation offset from Unrestricted Fund (Proposed Budget)		\$0
Current Year Base Amount		\$0
Total Capital Appropriation (Final Budget)		\$0
Capital Appropriation offset from Restricted Fund (Final Budget)		\$0
Capital Appropriation offset from Grant Revenue (Final Budget)		\$0
Capital Appropriation offset from Unrestricted Fund (Final Budget)		\$0
Final Budget Base Amount		\$0
Capital Expenditure Exclusion		\$0

The instructions can be found on the Instruction Tab of the workbook.

## Shared Services Calculation Sheet

Fire District	EXAMINER
Manalapan Township Fire District # 1 (Monmouth)	
Current Year Shared Services Capital, Debt Service, Pension, Health Benefits and Declared Emergency Appropriations	\$0
Prior Year Shared Services Capital, Debt Service, Pension, Health Benefits and Declared Emergencies Expended	\$0
<b>Shared Service Exclusion</b>	<b>\$0</b>





