

2020

Township of Manalapan  
Fire District No. 1  
**Fire District Budget**

[www.ManalapanFireDistrict1.com](http://www.ManalapanFireDistrict1.com)

Department Of



Community  
**Affairs**

Division of Local Government Services

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2019 NOV 22 A 11:43

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# **2020 FIRE DISTRICT BUDGET**

## **Certification Section**

2020

**TOWNSHIP OF MANALAPAN FIRE DISTRICT NO. 1**  
**FIRE DISTRICT BUDGET**

FISCAL YEAR: January 1, 2020 to December 31, 2020

*For Division Use Only*

**CERTIFICATION OF APPROVED BUDGET**

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

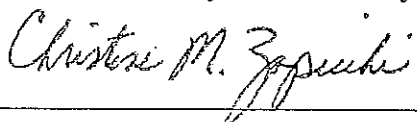
*State of New Jersey  
Department of Community Affairs  
Director of the Division of Local Government Services*

By:  Date: 12/4/19

**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: 2/14/20

# 2020 PREPARER'S CERTIFICATION

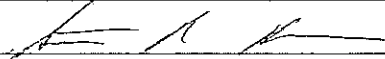
## TOWNSHIP OF MANALAPAN FIRE DISTRICT NO. 1

### FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2020 to December 31, 2020

It is hereby certified that the Fire District Budget, including the annual budget and all schedules attached thereto, represents the Board of Commissioners' resolve with respect to 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.

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:                 | Steven R. Burns, CPA  |             |                |
| Title:                | Accountant  |             |                |
| Address:              | 10 Allen Street, Suite 3A<br>Toms River, NJ 08753                                 |             |                |
| Phone Number:         | (732) 244-2323  | Fax Number: | (732) 244-1571 |
| E-mail address:       | SBurns@KoernerCPA.com   |             |                |

# 2020 PREPARER'S CERTIFICATION OTHER ASSETS

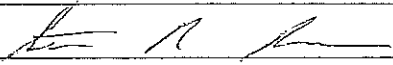
## TOWNSHIP OF MANALAPAN FIRE DISTRICT NO. 1

### FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2020 to December 31, 2020

It is hereby certified that operating appropriations, as reported in this annual budget on Page F-3, for the acquisition of Other Assets not included as Capital Outlays are Non-Bondable Assets. The Board of Commissioners has determined that the aforementioned Other Asset appropriation(s) do not meet the criteria for bonding pursuant to the Local Bond Law (N.J.S.A. 40A: 2-1 et. seq.) and more specifically, as it pertains to the expected useful life of the asset, pursuant to N.J.S.A. 40A:2-21.

It is further certified that the Other Asset appropriation(s) as reported herein have been determined not to be Capital Assets pursuant to N.J.S.A. 40A:14-84 and 40A:14-85. Therefore, the election has been made to treat such Other Assets as Operating Appropriations: Current Operating Expenses, pursuant to N.J.S.A. 40A: 14-78.6.

|                       |   |             |                |
|-----------------------|---|-------------|----------------|
| Preparer's Signature: |  |             |                |
| Name:                 | Steven R. Burns, CPA  |             |                |
| Title:                | Accountant  |             |                |
| Address:              | 10 Allen Street, Suite 3A<br>Toms River, NJ 08753                                 |             |                |
| Phone Number:         | (732) 244-2323  | Fax Number: | (732) 244-1571 |
| E-mail address:       | SBurns@KoernerCPA.com   |             |                |

# 2020 APPROVAL CERTIFICATION

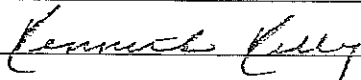
## TOWNSHIP OF MANALAPAN FIRE DISTRICT NO. 1

### FIRE DISTRICT BUDGET

**FISCAL YEAR:** January 1, 2020 to December 31, 2020

It is hereby certified that the Fire District Budget, including all schedules appended hereto, are a true copy of the Annual Budget approved by resolution by the Board of Commissioners of the Fire District, at an open public meeting held pursuant to N.J.A.C. 5:31-2.4, on the 20th day of November, 2019.

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

|                      |   |             |                |
|----------------------|---|-------------|----------------|
| Officer's Signature: |  |             |                |
| Name:                | KENNETH KELLY   |             |                |
| Title:               | COMMISSIONER  |             |                |
| Address:             | PO Box 395<br>Manalapan, NJ 07726   |             |                |
| Phone Number:        | (732) 552-1674  | Fax Number: | (732) 446-1336 |
| E-mail address:      | COMMISH 261 (2) AOL.COM   |             |                |

# FIRE DISTRICT INTERNET WEBSITE CERTIFICATION

|                              |                                |
|------------------------------|--------------------------------|
| Fire District's Web Address: | www.ManalapanFireDistrict1.com |
|------------------------------|--------------------------------|

All fire districts shall maintain either an Internet website or a webpage on the municipality's Internet website. The purpose of the website or webpage shall be to provide increased public access to the Fire District's operations and activities. N.J.S.A. 40A:14-70.2 requires the following items to be included on the Fire District's website at a minimum for public disclosure. Check the boxes below to certify the Fire District's compliance with N.J.S.A. 40A:14-70.2.

- ☒ A description of the Fire District's mission and responsibilities
- ☒ Commencing with 2013, the budgets for the current fiscal year and immediately two prior years
- ☐ N/A The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- ☒ Commencing with 2012, the annual audits of the most recent fiscal year and immediately two prior years
- ☒ The Fire District's rules, regulations and official policy statements deemed relevant by the commissioners to the interests of the residents within the district
- ☒ Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the commissioners, setting forth the time, date, location and agenda of each meeting
- ☒ Beginning January 1, 2013, the approved minutes of each meeting of the commissioners including all resolutions of the commissioners and their committees; for at least three consecutive fiscal years
- ☒ The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Fire District
- ☒ A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other 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 below authorized representative of the Fire District that the Fire District's website or webpage as identified above complies with the minimum statutory requirements of N.J.S.A. 40A:14-70.2 as listed above. A check in each of the above boxes signifies compliance.

Name of Officer Certifying compliance

KENNETH KELLY

Title of Officer Certifying compliance

COMMISSIONER

Signature

Kenneth Kelly

# 2020 FIRE DISTRICT BUDGET RESOLUTION TOWNSHIP OF MANALAPAN FIRE DISTRICT NO. 1

**FISCAL YEAR: January 1, 2020 to December 31, 2020**

WHEREAS, the Annual Budget for the Township of Manalapan Fire District No. 1 (the "Fire District") for the fiscal year beginning January 1, 2020 and ending December 31, 2020 has been presented before the Board of Commissioners of the Fire District at its open public meeting of November 20, 2019; 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 \$1,967,688, which includes an amount to be raised by taxation of \$1,867,688, and Total Appropriations of \$1,967,688; and

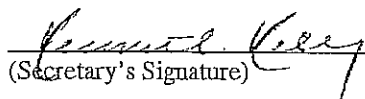
WHEREAS, the amount to be raised by taxation to support the district budget shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A:14-79. Such amount shall be equal to the amount of the total appropriations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

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

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on November 20, 2019 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2020 and ending December 31, 2020 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on December 18, 2019.

  
(Secretary's Signature)

11-20-19  
(Date)

Board of Commissioners Recorded Vote

| Member         | Aye | Nay | Abstain | Absent |
|----------------|-----|-----|---------|--------|
| Alan Spector   |     |     |         | ✓      |
| Kenneth Kelly  | ✓   |     |         |        |
| George Schmatz | ✓   |     |         |        |
| Daniel LaRocca | ✓   |     |         |        |
| Lou Caruana    | ✓   |     |         |        |



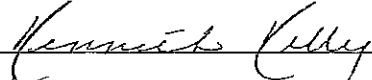
# 2020 ADOPTION CERTIFICATION

## TOWNSHIP OF MANALAPAN FIRE DISTRICT NO. 1

### FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2020 to December 31, 2020

It is hereby certified that the Fire District Budget annexed hereto is a true copy of the Budget adopted by the Board of Commissioners of the Fire District, pursuant to N.J.A.C. 5:31-2.4, on the 18<sup>th</sup> day of December, 2019.

|                      |   |             |                |
|----------------------|---|-------------|----------------|
| Officer's Signature: |  |             |                |
| Name:                | KENNETH KELLY   |             |                |
| Title:               | COMMISSIONER  |             |                |
| Address:             | PO Box 395<br>Manalapan, NJ 07726   |             |                |
| Phone Number:        | (732) 552-1674  | Fax Number: | (732) 446-1336 |
| E-mail address:      | COMMISH 261 @ AOL.COM   |             |                |

# 2020 ADOPTED BUDGET RESOLUTION

## TOWNSHIP OF MANALAPAN FIRE DISTRICT NO. 1

**FISCAL YEAR: January 1, 2020 to December 31, 2020**

WHEREAS, the Annual Budget for the Township of Manalapan Fire District No. 1 (the "Fire District") for the fiscal year beginning January 1, 2020 and ending December 31, 2020, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of December 18, 2019; 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

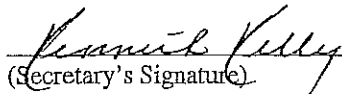
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,967,688, which includes amount to be raised by taxation of \$1,867,688, and Total Appropriations of \$1,967,688; and

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

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on December 18, 2019 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2020 and ending December 31, 2020, is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,967,688, which includes amount to be raised by taxation of \$1,867,688, and Total Appropriations of \$1,967,688; 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 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)

12-18-19  
(Date)

Board of Commissioners Recorded Vote

| Member         | Aye | Nay | Abstain | Absent |
|----------------|-----|-----|---------|--------|
| Alan Spector   | ✓   |     |         |        |
| Kenneth Kelly  | ✓   |     |         |        |
| George Schmatz | ✓   |     |         |        |
| Daniel LaRocca | ✓   |     |         |        |
| Lou Caruana    | ✓   |     |         |        |

**2020 FIRE DISTRICT BUDGET**

**Narrative and Information Section**

# 2020 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

## TOWNSHIP OF MANALAPAN FIRE DISTRICT NO. 1

**FISCAL YEAR:** January 1, 2020 to December 31, 2020

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

1. When is the Fire District's annual election? (February and/or November) If November, was the resolution submitted to the Division? **February**
2. Complete a brief statement on the 2020 proposed Annual Budget and make comparison to the 2019 adopted budget.

The proposed 2020 budget is increasing by approximately \$160,140. The major increase is in capital appropriations. The district is utilizing \$100,000 of unrestricted fund balance to offset the capital purchases.

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

The Board projects a \$10,250 decrease in truck operations – aerial repair as repairs were completed in 2019.

The Board projects a \$40,700 increase in uniforms and gear due to additional volunteers, normal wear and out of date gear.

The Board projects a \$65,000 decrease in non-bondable radio upgrade. The radio upgrade is part of the capital budget.

The Board projects a \$15,000 increase in radio maintenance and repairs for existing radio equipment.

The Board projects a \$15,800 increase in fire fighter equipment due to aging equipment.

The Board projects a \$2,500 increase in air pack/compressor service due to additional volunteers and aging equipment.

The Board projects a \$1,000 increase in batteries due to aging equipment.

The Board increased the capital appropriations for new radios as required.

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

The proposed 2020 budget will increase the amount to be raised by taxation by approximately \$60,140, a 3.3% increase. The tax rate will increase one-tenth of a cent, from 4.4 cents per \$100 to 4.5 cents per \$100. The Board is utilizing \$100,000 of their unrestricted fund balance. This will leave the district with a surplus of approximately \$682,400, which is 37% of the amount to be raised by taxation. The proposed 2020 budget is compliant with the Levy Cap requirements. The Board did not need to utilize any of its Levy Cap Bank to comply with the Levy Cap requirements.

5. Does the Fire District plan on exceeding the Levy Cap? **NO** If so, please provide a statement with the reasons for exceeding the Levy Cap and identify the appropriations that caused the Fire District to exceed the Levy Cap, and how they are being addressed by a referendum.

6. If the Fire District plans to pass a Resolution for the Release of Restricted Fund Balance to be used in the 2020 proposed operating budget, explain the reason and purposes of the appropriation. **N/A**

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

The proposed 2020 budget has appropriations of \$150,000 for new radios and \$20,000 for future capital purchases. The Board currently has 2 lease purchases with annual payments of \$127,915 for a pumper and \$152,082 for a ladder pumper. The lease purchase for the pumper will be retired during the 2021 budget period. The lease purchase for the ladder pumper will be retired during the 2028 budget period.

8. If the proposed Annual Budget contains an amount for a Cash Deficit of the Preceding Year pursuant to N.J.S.A. 40A:14-78.6, then explain the reasons for the occurrence of the deficit. N/A

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

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

|   |                  |
|---|------------------|
| Total Assessed Valuation of District              | \$ 4,151,420,500 |
| Proposed Tax Rate per \$100 of Assessed Valuation | \$ 0.044         |

11. Is the Fire District providing for a first-year funding appropriation to establish a length of service award program (LOSAP) in this year's budget subject to public referendum thereof?

|    |   |     |  |                                   |    |
|----|---|-----|--|-----------------------------------|----|
| No | X | Yes |  | If yes, how much is appropriated? | \$ |
|----|---|-----|--|-----------------------------------|----|

If the public question is defeated, is the Board of Commissioners aware that the budget must be amended to delete the LOSAP appropriation amount and that the Amount to be Raised by Taxation to Support the Budget must be reduced by a like amount?

|    |  |     |  |
|----|--|-----|--|
| No |  | Yes |  |
|----|--|-----|--|

# FIRE DISTRICT CONTACT INFORMATION

## 2020

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

|                               |   |             |                |
|-------------------------------|---|-------------|----------------|
| <b>Name of Fire District:</b> | Township of Manalapan Fire District No. 1 |             |                |
| <b>Address:</b>               | PO Box 395                                |             |                |
| <b>City, State, Zip:</b>      | Manalapan                                 | NJ          | 07726          |
| <b>Phone: (ext.)</b>          | (732) 446-8403                            | <b>Fax:</b> | (732) 446-1336 |
| <b>Fire District E-mail:</b>  | Clerk@ManalapanFireDistrict1.com          |             |                |

|                            |                           |             |                |
|----------------------------|---------------------------|-------------|----------------|
| <b>Preparer's Name:</b>    | Steven R. Burns, CPA      |             |                |
| <b>Preparer's Address:</b> | 10 Allen Street, Suite 3A |             |                |
| <b>City, State, Zip:</b>   | Toms River                | NJ          | 08753          |
| <b>Phone: (ext.)</b>       | (732) 244-2323            | <b>Fax:</b> | (732) 244-1571 |
| <b>E-mail:</b>             | SBurns@KoernerCPA.com     |             |                |

|                      |                |             |                |
|----------------------|----------------|-------------|----------------|
| <b>Chairman:</b>     | Alan Spector   |             |                |
| <b>Phone: (ext.)</b> | (732) 552-1674 | <b>Fax:</b> | (732) 446-1336 |
| <b>E-mail:</b>       |                |             |                |

|                             |                |             |                |
|-----------------------------|----------------|-------------|----------------|
| <b>Secretary/Treasurer:</b> | Kenneth Kelly  |             |                |
| <b>Phone: (ext.)</b>        | (732) 552-1674 | <b>Fax:</b> | (732) 446-1336 |
| <b>E-mail:</b>              |                |             |                |

|                          |                                       |             |                |
|--------------------------|---------------------------------------|-------------|----------------|
| <b>Name of Auditor:</b>  | Lauren Holman, CPA                    |             |                |
| <b>Name of Firm:</b>     | Holman, Frenia, Allison, P.C.         |             |                |
| <b>Address:</b>          | 680 Hooper Avenue, Bldg. B, Suite 201 |             |                |
| <b>City, State, Zip:</b> | Toms River                            | NJ          | 08753          |
| <b>Phone: (ext.)</b>     | (732) 797-1333                        | <b>Fax:</b> | (732) 797-1022 |
| <b>E-mail:</b>           | LHolman@hfacpas.com                   |             |                |

# FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE

## TOWNSHIP OF MANALAPAN FIRE DISTRICT NO. 1

FISCAL YEAR: January 1, 2020 to December 31, 2020

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

- 1) Provide the number of regular voting members of the governing body: 5
- 2) Provide the number of alternate voting members of the governing body: 0
- 3) Did any current or former commissioner or officer have a family or business relationship with any other current or former commissioner or officer 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 Fire District.*
- 4) Did all individuals that were required to file a Financial Disclosure Statement for the current fiscal year because of their relationship with the Fire District file the form as required? **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.*
- 5) Does the Fire District have any amounts receivable from current or former commissioners, officers, or employees? **NO** *If "yes," attach a list of those individuals, their position, the amount receivable, and a description of the amount due to the Fire District.*
- 6) Was the Fire District a party to a business transaction with one of the following parties:
  - a. A current or former commissioner, officer, or employee? **NO**
  - b. A family member of a current or former commissioner, officer, or employee? **NO**
  - c. An entity of which a current or former commissioner, officer, or employee (or family member thereof) was an officer or direct or indirect owner? **NO**

*If the answer to any of the above is "yes," attach a description of the transaction including the name of the commissioner, officer, or employee (or family member thereof) of the Fire District; the name of the entity and relationship to the individual or family member; the amount paid; and whether the transaction was subject to a competitive bid process.*

- 7) Did the Fire District provide any of the following to or for a commissioner, officer, or any other employee of the Fire District:
  - a. First class or charter travel **NO**
  - b. Travel for companions **NO**
  - c. Tax indemnification and gross-up payments **NO**
  - d. Discretionary spending account **NO**
  - e. Housing allowance or residence for personal use **NO**
  - f. Payments for business use of personal residence **NO**
  - g. Vehicle/auto allowance or vehicle for personal use **NO**
  - h. Health or social club dues or initiation fees **NO**
  - i. Personal services (i.e.: maid, chauffeur, chef) **NO**

*If the answer to any of the above is "yes," attach a description of the transaction including the name and position of the individual and the amount expended.*

**FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE  
(CONTINUED)  
TOWNSHIP OF MANALAPAN FIRE DISTRICT NO. 1**

**FISCAL YEAR: January 1, 2020 to December 31, 2020**

- 8) Attach a list of the Fire District's vehicles including make, model and year, and indicate to whom the vehicles are assigned and their positions. If a vehicle is not assigned to a specific individual and is available to all authorized District personnel, indicate "motor pool."

**SEE ATTACHED**

- 9) Did the Fire District make any payments to current or former commissioners or employees for severance or termination? **NO** *If "yes," attach explanation including amount paid.*
- 10) Did the Fire District make any payments to current or former commissioners or employees that were contingent upon the performance of the Fire District or that were considered discretionary bonuses? **NO** *If "yes," attach explanation including amount paid.*
- 11) Does the Fire District contract with another entity (i.e.: volunteer fire company, neighboring municipality, etc.) to provide fire protection or EMS services within the Fire District? **NO**
- 12) If the answer to #11 above is "yes," did the Fire District execute a written agreement with the entity that details the services that the entity will provide and the amount to be paid by the Fire District to the entity for the services provided? \_\_\_\_\_ *If "yes," attach a copy of the agreement. If "no," attach a description of the arrangement for services with the entity including the services provided and the basis for the amount paid by the Fire District to the entity. Also explain why the Fire District does not have a formal written agreement with the entity.*
- 13) Does the Fire District have a Length of Service Award Program (LOSAP) plan? **YES** *If "yes," indicate a) the year it was implemented; b) the total number of volunteer members presently eligible to participate; c) the total number of volunteer members presently vested; d) whether the annual contribution for each vested member is fixed or based on an automatic increase; e) the total LOSAP budgeted for the current year; and f) whether the Fire District has required the Plan Contractor to submit its annual financial statement to the Director of the Division of Local Government Services pursuant to N.J.A.C. 5:30-14.49.*
- a) 1990  
b) 46  
c) 36  
d) Automatic increase  
e) \$242,500  
f) VFIS submits a report annually



FIRE DISTRICT SCHEDULE OF COMMISSIONERS AND OFFICERS  
TOWNSHIP OF MANALAPAN FIRE DISTRICT NO. 1

**FISCAL YEAR: January 1, 2020 to December 31, 2020**

*Complete the attached table for all persons required to be listed per #1-2 below.*

- 1) List all of the Fire District's current commissioners and officers and amount of compensation from the Fire District and any other public entities as defined below. Enter zero if no compensation was paid.
- 2) List all of the Fire District's former commissioners and officers who received more than \$10,000 in reportable compensation from the Fire District and any other public entities during the most recent fiscal year completed.  
N/A

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

**Officer:** A person elected or appointed to manage the Fire District's daily operations at any time during the year, such as the chairperson, vice-chairperson, secretary, or treasurer. For the purposes of this schedule, treat the Fire District's top management official and top financial official as officers, if applicable. A member of the governing body may be both a commissioner and an officer for the purposes of this schedule.

**Compensation:** All forms of cash and non-cash payments or benefits provided in exchange for services, including salaries and wages, bonuses, severance payments, deferred payments, retirement benefits, fringe benefits, and other financial arrangements or 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 Fire District's property. Compensation includes payments and other benefits provided to both employees and independent contractors in exchange for services.

**Reportable compensation:** The aggregate compensation that is reported (or is required to be reported) on Form W-2, box 1 or 5, whichever amount is greater, and/or Form 1099-MISC, box 7, for the calendar year 2018.

**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 Fire District either by function or by physical location.

**Manalapan Township Fire District No. 1  
Mormouth**

| Reportable Compensation from Fire District (W-2/ 1099) |              |  |  |                |                      |   |  |  |  |  |   |  |  |  |
|--|--------------|--|--|----------------|----------------------|---|--|--|--|--|---|--|--|--|
| Position   |              |  | Reportable Compensation from Fire District (W-2/ 1099) |                |                      |   |  | Reportable Compensation from Other Public Entities (W-2/ 1099) |  |  |   |  |  |  |
| Name   | Title        | Average Hours per Week Dedicated to Position | Commissioner   | Former Officer | Base Salary/ Stipend | Other (auto allowance, expense account, payment in lieu of health benefits, etc.) | Estimated amount of other compensation from the Fire District (health benefits, pension, etc.) | Total Compensation from Fire District                          | Names of Other Public Entities where Individual is an Employee or Member of the Governing Body | Positions held at Other Public Entities Listed in Column N | Average Hours per Week Dedicated to Positions at Other Public Entities Listed in Column N | 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 |
|  |              |  |  |                |                      |   |  |  |  |  |   |  |  |  |
| 1 Alan Spector   | Chairman     | As Needed                                    | X  |                | \$ 7,920             |   | \$ 7,920   |  | Manalapan Twp  | Director - Public Works                                    | 40  | \$ 134,000   |  | \$ 141,920                             |
| 2 Kenneth Kelly  | Commissioner | As Needed                                    | X  |                | 7,920                |   | 7,920  |  | N/A  |  |   |  |  | 7,920                                  |
| 3 Daniel LaRocca                                       | Commissioner | As Needed                                    | X  |                | 7,920                |   | 7,920  |  | Manalapan Twp  | Dept of Public Works                                       | 16  | 70,000   |  | 77,920                                 |
| 4 George Schmatz                                       | Commissioner | As Needed                                    | X  |                | 7,920                |   | 7,920  |  | N/A  |  |   |  |  | 7,920                                  |
| 5 Louis Caruana  | Commissioner | As Needed                                    | X  |                | 7,920                |   | 7,920  |  | Manalapan Twp  | Driver/Laborer   | 40  | 60,000   | 15,000   | 82,920                                 |
| 6  |              |  |  |                | -                    |   | -  |  |  |  |   |  |  | -                                      |
| 7  |              |  |  |                | -                    |   | -  |  |  |  |   |  |  | -                                      |
| 8  |              |  |  |                | -                    |   | -  |  |  |  |   |  |  | -                                      |
| 9  |              |  |  |                | -                    |   | -  |  |  |  |   |  |  | -                                      |
| 10   |              |  |  |                | -                    |   | -  |  |  |  |   |  |  | -                                      |
| 11   |              |  |  |                | -                    |   | -  |  |  |  |   |  |  | -                                      |
| 12   |              |  |  |                | -                    |   | -  |  |  |  |   |  |  | -                                      |
| 13   |              |  |  |                | -                    |   | -  |  |  |  |   |  |  | -                                      |
| 14   |              |  |  |                | -                    |   | -  |  |  |  |   |  |  | -                                      |
| 15   |              |  |  |                | -                    |   | -  |  |  |  |   |  |  | -                                      |
| Total:   |              |  |  |                | \$ 39,600            | \$ -  | \$ -   | \$ 39,600  |  |  |   | \$ 264,000   | \$ 15,000  | \$ 318,600                             |

Enter the total number of employees/ independent contractors who received more than \$100,000 in total reportable compensation for the most recent fiscal year completed:

# Schedule of Health Benefits - Detailed Cost Analysis

Manalapan Township Fire District No. 1  
Monmouth

| Annual Cost  |  |  |   |   |                            |                           |                          |  |
|--|--|--|---|---|----------------------------|---------------------------|--------------------------|--|
| # of Covered<br>Members (Medical<br>& Rx) Proposed<br>Budget | Estimate per<br>Employee<br>Proposed<br>Budget | Total Cost<br>Estimate<br>Proposed<br>Budget | # of Covered<br>Members<br>(Medical & Rx)<br>Current Year | Annual Cost<br>per Employee<br>Current Year | Total Current<br>Year Cost | \$ Increase<br>(Decrease) | % Increase<br>(Decrease) |  |
|  |  |  |   |   |                            |                           |                          |  |
| Active Employees - Health Benefits - Annual Cost             |  |  |   |   |                            |                           |                          |  |
| Single Coverage  |  | \$ -   | -   |   | \$ -                       | -                         | #DIV/0!                  |  |
| Parent & Child   | N/A  | #VALUE!                                      |   |   | -                          | #VALUE!                   | #VALUE!                  |  |
| Employee & Spouse (or Partner)                               |  | -  | -   |   | -                          | -                         | #DIV/0!                  |  |
| Family   |  | -  |   |   | -                          | -                         | #DIV/0!                  |  |
| Employee Cost Sharing Contribution (enter as negative - )    |  |  |   |   | -                          | -                         | #DIV/0!                  |  |
| Subtotal   | 0  | #VALUE!                                      | 0   |   | -                          | #VALUE!                   | #VALUE!                  |  |
|  |  |  |   |   |                            |                           |                          |  |
| Commissioners - Health Benefits - Annual Cost                |  |  |   |   |                            |                           |                          |  |
| Single Coverage  |  | -  | -   |   | -                          | -                         | #DIV/0!                  |  |
| Parent & Child   |  | -  | -   |   | -                          | -                         | #DIV/0!                  |  |
| Employee & Spouse (or Partner)                               |  | -  | -   |   | -                          | -                         | #DIV/0!                  |  |
| Family   |  | -  |   |   | -                          | -                         | #DIV/0!                  |  |
| Employee Cost Sharing Contribution (enter as negative - )    |  |  |   |   | -                          | -                         | #DIV/0!                  |  |
| Subtotal   | 0  |  | -   | 0   | -                          | -                         | #DIV/0!                  |  |
|  |  |  |   |   |                            |                           |                          |  |
| Retirees - Health Benefits - Annual Cost                     |  |  |   |   |                            |                           |                          |  |
| Single Coverage  |  | -  |   |   | -                          | -                         | #DIV/0!                  |  |
| Parent & Child   |  | -  | -   |   | -                          | -                         | #DIV/0!                  |  |
| Employee & Spouse (or Partner)                               |  | -  | -   |   | -                          | -                         | #DIV/0!                  |  |
| Family   |  | -  |   |   | -                          | -                         | #DIV/0!                  |  |
| Employee Cost Sharing Contribution (enter as negative - )    |  |  |   |   | -                          | -                         | #DIV/0!                  |  |
| Subtotal   | 0  | -  |   | 0   | -                          | -                         | #DIV/0!                  |  |
|  |  |  |   |   |                            |                           |                          |  |
| GRAND TOTAL  |  |  |   |   |                            |                           |                          |  |
| 0  |  | #VALUE!                                      | 0   |   | \$ -                       | #VALUE!                   | #VALUE!                  |  |

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

Manalapan Township Fire District No. 1  
Monmouth

*Legal Basis for Benefit  
(check applicable items)*

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# **2020 FIRE DISTRICT BUDGET**

## **Financial Schedules Section**

**Instructions:**

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

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

Enter the name of the fire district and county below. This will populate the name of the fire district and the county throughout the workbook.

Name of Fire District:

Manalapan Township Fire District No. 1

County:

Monmouth

**Levy Cap Calculation Summary**

|   |               |
|---|---------------|
| 2019 Adopted Budget - Amount to be Raised by Taxation                     | \$ 1,807,547  |
| Cap Bank Available from 2017 (See Levy Cap Certification)                 |               |
| Cap Bank Available from 2018 (See Levy Cap Certification)                 | 14,059        |
| Cap Bank Available from 2019 (See Levy Cap Certification)                 | 134,406       |
| Cap Bank Used from 2017   |               |
| Cap Bank Used from 2018   |               |
| Cap Bank Used from 2019   |               |
| Changes in Service Provider (+/-)   |               |
| DLGS Approved Adjustments   |               |
| Cancelled or Unexpended Referendum Amount<br>(Enter as a positive number) |               |
| Assessed Valuation of District for adopted budget                         | 4,131,287,100 |
| New Ratables - Increase in Valuations (New Construction and Additions)    | 20,133,400    |
| Adopted Fire District Tax Rate (three decimals) per \$100                 | \$0.044       |
| Projected Tax Rate based upon Proposed Levy                               | 0.044989131   |

# 2020 Budget Summary

## Manalapan Township Fire District No. 1 Monmouth

|  | <i>2020 Proposed<br/>Budget</i> | <i>2019 Adopted<br/>Budget</i> | <i>\$ Increase<br/>(Decrease)<br/>Proposed vs.<br/>Adopted</i> | <i>% Increase<br/>(Decrease)<br/>Proposed vs.<br/>Adopted</i> |
|--|---------------------------------|--------------------------------|--|---|
| <b>REVENUES AND FUND BALANCE UTILIZED</b>  |                                 |                                |  |   |
| Total Fund Balance Utilized  | \$ 100,000                      | \$ -                           | \$ 100,000   | #DIV/0!   |
| Total Miscellaneous Anticipated Revenues   | -                               | -                              | -  | #DIV/0!   |
| Total Sale of Assets   | -                               | -                              | -  | #DIV/0!   |
| Total Interest on Investments & Deposits   | -                               | -                              | -  | #DIV/0!   |
| Total Other Revenue  | -                               | -                              | -  | #DIV/0!   |
| Total Operating Grant Revenue  | -                               | -                              | -  | #DIV/0!   |
| Total Revenues Offset with Appropriations  | -                               | -                              | -  | #DIV/0!   |
| Total Revenues and Fund Balance Utilized   | 100,000                         | -                              | 100,000  | #DIV/0!   |
| Amount to be Raised by Taxation to Support Budget  | 1,867,688                       | 1,807,547                      | 60,141   | 3.3%  |
| Total Anticipated Revenues   | 1,967,688                       | 1,807,547                      | 160,141  | 8.9%  |
| <b>APPROPRIATIONS</b>  |                                 |                                |  |   |
| Total Administration   | 491,439                         | 497,299                        | (5,860)  | -1.2%   |
| Total Cost of Operations & Maintenance   | 783,752                         | 780,385                        | 3,367  | 0.4%  |
| Total Appropriations Offset with Revenue<br>(must equal Revenues Offset with Appropriations) | -                               | -                              | -  | #DIV/0!   |
| Total Appropriated for Duly Incorporated First<br>Aid/Rescue Squad                           | -                               | -                              | -  | #DIV/0!   |
| Total Deferred Charges   | -                               | -                              | -  | #DIV/0!   |
| Cash Deficit, Preceding Year (N.J.S.A. 40A:14-78.6)  | -                               | -                              | -  | #DIV/0!   |
| Length of Service Award Program (LOSAP) Contribution<br>(P.L.1997,c.388)                     | 242,500                         | 225,000                        | 17,500   | 7.8%  |
| Total Capital Appropriations   | 170,000                         | 20,000                         | 150,000  | 750.0%  |
| Total Principal Payments on Debt Service   | 228,041                         | 223,361                        | 4,680  | 2.1%  |
| Total Interest Payments on Debt  | 51,956                          | 61,502                         | (9,546)  | -15.5%  |
| Total Appropriations   | 1,967,688                       | 1,807,547                      | 160,141  | 8.9%  |
| <b>ANTICIPATED SURPLUS (DEFICIT)</b>   | <b>\$ -</b>                     | <b>\$ -</b>                    | <b>\$ -</b>  | <b>#DIV/0!</b>  |

# 2020 Revenue Schedule

Manalapan Township Fire District No. 1  
Monmouth

|  | 2020 Proposed<br>Budget | 2019 Adopted<br>Budget | \$ Increase<br>(Decrease)<br>Proposed<br>vs. Adopted | % Increase<br>(Decrease)<br>Proposed vs.<br>Adopted |
|--|-------------------------|------------------------|--|---|
| <i>Fund Balance Utilized</i>   |                         |                        |  |   |
| Unrestricted Fund Balance  | \$ 100,000              |                        | \$ 100,000   | #DIV/0!   |
| Restricted Fund Balance  | -                       |                        | -  | #DIV/0!   |
| Total Fund Balance Utilized  | 100,000                 | -                      | 100,000  | #DIV/0!   |
| <i>Miscellaneous Anticipated Revenues</i>                                |                         |                        |  |   |
| Shared Services (N.J.S.A. 40A:65-1 et seq.)                              |                         |                        | -  | #DIV/0!   |
| Joint Purchasing Agreements (N.J.S.A. 40A:10 & 11)                       |                         |                        | -  | #DIV/0!   |
| Emergency Assistance (N.J.S.A. 40A:14-26)                                |                         |                        | -  | #DIV/0!   |
| Municipal Assistance (N.J.S.A. 40A:14-34)                                |                         |                        | -  | #DIV/0!   |
| Municipal Assistance - Adjoin (N.J.S.A. 40A:14-35)                       |                         |                        | -  | #DIV/0!   |
| Contracts - Volunteer Fire Co (N.J.S.A. 40A:14-68)                       |                         |                        | -  | #DIV/0!   |
| Leases - Local Municipality (N.J.S.A. 40A:14-83)                         |                         |                        | -  | #DIV/0!   |
| Rental Income  |                         |                        | -  | #DIV/0!   |
| Total Miscellaneous Anticipated Revenues                                 | -                       | -                      | -  | #DIV/0!   |
| <i>Sale of Assets (List Individually)</i>                                |                         |                        |  |   |
| Asset #1   |                         |                        | -  | #DIV/0!   |
| Asset #2   |                         |                        | -  | #DIV/0!   |
| Asset #3   |                         |                        | -  | #DIV/0!   |
| Asset #4   |                         |                        | -  | #DIV/0!   |
| Total Sale of Assets   | -                       | -                      | -  | #DIV/0!   |
| <i>Interest on Investments &amp; Deposits (List Accounts Separately)</i> |                         |                        |  |   |
| Investment Account #1  |                         |                        | -  | #DIV/0!   |
| Investment Account #2  |                         |                        | -  | #DIV/0!   |
| Investment Account #3  |                         |                        | -  | #DIV/0!   |
| Investment Account #4  |                         |                        | -  | #DIV/0!   |
| Total Interest on Investments & Deposits                                 | -                       | -                      | -  | #DIV/0!   |
| <i>Other Revenue (List in Detail)</i>                                    |                         |                        |  |   |
| Other Revenue #1   |                         |                        | -  | #DIV/0!   |
| Other Revenue #2   |                         |                        | -  | #DIV/0!   |
| Other Revenue #3   |                         |                        | -  | #DIV/0!   |
| Other Revenue #4   |                         |                        | -  | #DIV/0!   |
| Total Other Revenue  | -                       | -                      | -  | #DIV/0!   |
| <i>Operating Grant Revenue (List in Detail)</i>                          |                         |                        |  |   |
| Supplemental Fire Service Act (P.L.1985,c.295)                           |                         |                        | -  | #DIV/0!   |
| Other Grant #1   |                         |                        | -  | #DIV/0!   |
| Other Grant #2   |                         |                        | -  | #DIV/0!   |
| Other Grant #3   |                         |                        | -  | #DIV/0!   |
| Other Grant #4   |                         |                        | -  | #DIV/0!   |
| Other Grant #5   |                         |                        | -  | #DIV/0!   |
| Total Operating Grant Revenue  | -                       | -                      | -  | #DIV/0!   |
| <i>Revenues Offset with Appropriations</i>                               |                         |                        |  |   |
| <u>Uniform Fire Safety Act (P.L.1983,c.383)</u>                          |                         |                        |  |   |
| Reserves Utilized  |                         |                        | -  | #DIV/0!   |
| Annual Registration Fees   |                         |                        | -  | #DIV/0!   |
| Penalties and Fines  |                         |                        | -  | #DIV/0!   |
| Other Revenues   |                         |                        | -  | #DIV/0!   |
| Total Uniform Fire Safety Act  | -                       | -                      | -  | #DIV/0!   |
| <u>Other Revenues Offset with Appropriations (List)</u>                  |                         |                        |  |   |
| Other Offset Revenues #1   |                         |                        | -  | #DIV/0!   |
| Other Offset Revenues #2   |                         |                        | -  | #DIV/0!   |
| Other Offset Revenues #3   |                         |                        | -  | #DIV/0!   |
| Other Offset Revenues #4   |                         |                        | -  | #DIV/0!   |
| Total Other Revenues Offset with Appropriations                          | -                       | -                      | -  | #DIV/0!   |
| Total Revenues Offset with Appropriations                                | -                       | -                      | -  | #DIV/0!   |
| <b>TOTAL REVENUES AND FUND BALANCE UTILIZED</b>                          | <b>\$ 100,000</b>       | <b>\$ -</b>            | <b>\$ 100,000</b>                                    | <b>#DIV/0!</b>                                      |



# 2020 Appropriations Schedule

Manalapan Township Fire District No. 1  
Monmouth

|   | 2020 Proposed<br>Budget | 2019 Adopted<br>Budget | \$ Increase<br>(Decrease)<br>Proposed vs.<br>Adopted | % Increase<br>(Decrease)<br>Proposed vs.<br>Adopted |
|---|-------------------------|------------------------|--|---|
| <i>Administration - Personnel</i>   |                         |                        |  |   |
| Salary & Wages (excluding Commissioners)                                    | \$ 9,275                | \$ 9,275               | \$ -   | 0.0%  |
| Commissioners   | \$ 39,600               | \$ 39,600              | -  | 0.0%  |
| Fringe Benefits   | 4,252                   | 4,252                  | -  | 0.0%  |
| Total Administration - Personnel  | 53,127                  | 53,127                 | -  | 0.0%  |
| <i>Administration - Other (List)</i>  |                         |                        |  |   |
| Other Admin Expense #1 - Insurance  | 140,000                 | 145,860                | (5,860)  | -4.0%   |
| Other Admin Expense #2 - Building Maintenance & Utilities                   | 198,000                 | 198,000                | -  | 0.0%  |
| Other Admin Expense #3 - See Supplemental Schedule                          | 100,312                 | 100,312                | -  | 0.0%  |
| Contingent Expenses   | -                       | -                      | -  | #DIV/0!   |
| Other Assets, Non-Bondable #1   | -                       | -                      | -  | #DIV/0!   |
| Other Assets, Non-Bondable #2   | -                       | -                      | -  | #DIV/0!   |
| Other Assets, Non-Bondable #3   | -                       | -                      | -  | #DIV/0!   |
| Total Administration - Other  | 438,312                 | 444,172                | (5,860)  | -1.3%   |
| Total Administration  | 491,439                 | 497,299                | (5,860)  | -1.2%   |
| <i>Cost of Operations &amp; Maintenance - Personnel</i>                     |                         |                        |  |   |
| Salary & Wages  | -                       | -                      | -  | #DIV/0!   |
| Fringe Benefits   | -                       | -                      | -  | #DIV/0!   |
| Total Operations & Maintenance - Personnel                                  | -                       | -                      | -  | #DIV/0!   |
| <i>Cost of Operations &amp; Maintenance - Other (List)</i>                  |                         |                        |  |   |
| Other Operations & Maintenance Expense #1 - Firehouse Rent                  | 222,754                 | 218,387                | 4,367  | 2.0%  |
| Other Operations & Maintenance Expense #2 - Hydrant Rental                  | 291,828                 | 291,828                | -  | 0.0%  |
| Other Operations & Maintenance Expense #3 - See Supplemental Schedule       | 98,870                  | 109,870                | (11,000)   | -10.0%  |
| Contingent Expenses   | 10,000                  | 10,000                 | -  | 0.0%  |
| Other Assets, Non-Bondable #1 - Equipment, Radios, Communications           | 160,300                 | 150,300                | 10,000   | 6.7%  |
| Other Assets, Non-Bondable #2   | -                       | -                      | -  | #DIV/0!   |
| Other Assets, Non-Bondable #3   | -                       | -                      | -  | #DIV/0!   |
| Total Operations & Maintenance - Other                                      | 783,752                 | 780,385                | 3,367  | 0.4%  |
| Total Operations & Maintenance  | 783,752                 | 780,385                | 3,367  | 0.4%  |
| <i>Appropriations Offset with Revenue - Personnel</i>                       |                         |                        |  |   |
| Salary & Wages  | -                       | -                      | -  | #DIV/0!   |
| Fringe Benefits   | -                       | -                      | -  | #DIV/0!   |
| Total Appropriations Offset with Revenue - Personnel                        | -                       | -                      | -  | #DIV/0!   |
| <i>Appropriations Offset with Revenue - Other (List)</i>                    |                         |                        |  |   |
| Other Expense #1  | -                       | -                      | -  | #DIV/0!   |
| Other Expense #2  | -                       | -                      | -  | #DIV/0!   |
| Other Expense #3  | -                       | -                      | -  | #DIV/0!   |
| Contingent Expenses   | -                       | -                      | -  | #DIV/0!   |
| Other Assets, Non-Bondable #1   | -                       | -                      | -  | #DIV/0!   |
| Other Assets, Non-Bondable #2   | -                       | -                      | -  | #DIV/0!   |
| Other Assets, Non-Bondable #3   | -                       | -                      | -  | #DIV/0!   |
| Total Appropriations Offset with Revenue - Other                            | -                       | -                      | -  | #DIV/0!   |
| Total Appropriations Offset with Revenue                                    | -                       | -                      | -  | #DIV/0!   |
| <i>Duly Incorporated First Aid/Rescue Squad Associations</i>                |                         |                        |  |   |
| Vehicles  | -                       | -                      | -  | #DIV/0!   |
| Equipment   | -                       | -                      | -  | #DIV/0!   |
| Materials & Supplies  | -                       | -                      | -  | #DIV/0!   |
| Total Duly Incorporated First Aid/Rescue Squad Associations                 | -                       | -                      | -  | #DIV/0!   |
| <i>Emergency Appropriations &amp; Deferred Charges (List)</i>               |                         |                        |  |   |
| Emergency Appropriation #1  | -                       | -                      | -  | #DIV/0!   |
| Emergency Appropriation #2  | -                       | -                      | -  | #DIV/0!   |
| Emergency Appropriation #3  | -                       | -                      | -  | #DIV/0!   |
| Deferred Charge #1 (cite statute)   | -                       | -                      | -  | #DIV/0!   |
| Deferred Charge #2 (cite statute)   | -                       | -                      | -  | #DIV/0!   |
| Declared State of Emergency (N.J.S.A. 40A:4-45.45 10b)                      | -                       | -                      | -  | #DIV/0!   |
| Total Deferred Charges  | -                       | -                      | -  | #DIV/0!   |
| Cash Deficit, Preceding Year (N.J.S.A. 40A:14-78.6)                         | -                       | -                      | -  | #DIV/0!   |
| Length of Service Award Program (LOSAP) Contribution (N.J.S.A. 40A:14-78.6) | 242,500                 | 225,000                | 17,500   | 7.8%  |
| Total Capital Appropriations  | 170,000                 | 20,000                 | 150,000  | 750.0%  |
| Total Principal Payments on Debt Service                                    | 228,041                 | 223,361                | 4,680  | 2.1%  |
| Total Interest Payments on Debt   | 51,956                  | 61,502                 | (9,546)  | -15.5%  |
| <b>TOTAL APPROPRIATIONS</b>   | <b>\$ 1,967,688</b>     | <b>\$ 1,807,547</b>    | <b>\$ 160,141</b>                                    | <b>8.9%</b>   |

**2020 APPROPRIATIONS SCHEDULE  
SUPPLEMENTAL SCHEDULES**

**Manalapan Fire District No. 1  
Monmouth County**

|  |                       |                       |                 |               |
|--|-----------------------|-----------------------|-----------------|---------------|
| Admin - Operating  | <u>2020</u>           | <u>2019</u>           |                 |               |
| Office Expense, Equipment Lease & Payroll Expense        | 45,312                | 45,312                | -               | 0.0%          |
| Professional Fees  | 25,000                | 25,000                | -               | 0.0%          |
| Fire Prevention & Training                               | <u>30,000</u>         | <u>30,000</u>         | -               | 0.0%          |
| <b>Total Additional Administration Operating Expense</b> | <b><u>100,312</u></b> | <b><u>100,312</u></b> | -               | 0.0%          |
| Cost of Operations - Operating                           | <u>2020</u>           | <u>2019</u>           |                 |               |
| Truck Operations   |                       |                       |                 |               |
| Fuel   | 20,000                | 20,000                | -               | 0.0%          |
| Aerial Repair  | -                     | 10,250                | (10,250)        | -100.0%       |
| Ladder & Pump Test                                       | 16,000                | 16,000                | -               | 0.0%          |
| Tires  | 4,000                 | 4,000                 | -               | 0.0%          |
| Vehicle Maintenance                                      | 45,000                | 45,750                | (750)           | -1.6%         |
| Fees - Medical   | <u>13,870</u>         | <u>13,870</u>         | -               | 0.0%          |
| <b>Total Additional Cost of Operations Expense</b>       | <b><u>98,870</u></b>  | <b><u>109,870</u></b> | <b>(11,000)</b> | <b>-10.0%</b> |
| Nonbondables - Equipment, Radios & Communications        | <u>2020</u>           | <u>2019</u>           |                 |               |
| Uniforms & Gear  | 66,500                | 25,800                | 40,700          | 157.8%        |
| Radio Upgrade  | -                     | 65,000                | (65,000)        | -100.0%       |
| Radio Maintenance & Repairs                              | 15,000                | -                     | 15,000          | #DIV/0!       |
| Firefighter Equipment                                    | 33,300                | 17,500                | 15,800          | 90.3%         |
| County 911   | 15,000                | 15,000                | -               | 0.0%          |
| Air Pack/Compressor Service                              | 11,500                | 9,000                 | 2,500           | 27.8%         |
| Wireless Communications                                  | 14,000                | 14,000                | -               | 0.0%          |
| Batteries  | 2,500                 | 1,500                 | 1,000           | 66.7%         |
| Medical Supplies   | <u>2,500</u>          | <u>2,500</u>          | -               | 0.0%          |
|  | <b><u>160,300</u></b> | <b><u>150,300</u></b> |                 |               |

# 2020 Schedule of Salaries and Benefits

Manalapan Township Fire District No. 1  
Monmouth

| Administrative Positions Excluding Commissioners (List Individually) |   | Number of Staff | Annual Wages | 2020 Proposed Budget Salary & Wages | PERS Contribution | PFRS Contribution | Employee Group Health Insurance | Other Fringe Benefits | 2020 Proposed Budget Fringe Benefits |       |       |       |
|--|---|-----------------|--------------|-------------------------------------|-------------------|-------------------|---------------------------------|-----------------------|--------------------------------------|-------|-------|-------|
| Position #1 - Secretary/Assistant                                    | 1 | \$              | 9,275        | \$                                  | 9,275             | \$                | 2,226                           | \$                    | 2,026                                | \$    | 4,252 |       |
| Position #2  |   |                 |              |                                     |                   |                   |                                 |                       |                                      |       |       |       |
| Position #3  |   |                 |              |                                     |                   |                   |                                 |                       |                                      |       |       |       |
| Position #4  |   |                 |              |                                     |                   |                   |                                 |                       |                                      |       |       |       |
| Position #5  |   |                 |              |                                     |                   |                   |                                 |                       |                                      |       |       |       |
| Position #6  |   |                 |              |                                     |                   |                   |                                 |                       |                                      |       |       |       |
| Position #7  |   |                 |              |                                     |                   |                   |                                 |                       |                                      |       |       |       |
| Position #8  |   |                 |              |                                     |                   |                   |                                 |                       |                                      |       |       |       |
| Total Administration   |   |                 | \$           | 9,275                               | \$                | 2,226             | \$                              | -                     | \$                                   | 2,026 | \$    | 4,252 |

| Operation & Maintenance Positions (List Individually) | Number of Staff | Annual Wages | 2020 Proposed Budget Salary & Wages | PERS Contribution | PFRS Contribution | Employee Group Health Insurance | Other Fringe Benefits | 2020 Proposed Budget Fringe Benefits |
|---|-----------------|--------------|-------------------------------------|-------------------|-------------------|---------------------------------|-----------------------|--------------------------------------|
| Position #1   |                 |              | \$                                  |                   |                   |                                 |                       | \$                                   |
| Position #2   |                 |              |                                     |                   |                   |                                 |                       |                                      |
| Position #3   |                 |              |                                     |                   |                   |                                 |                       |                                      |
| Position #4   |                 |              |                                     |                   |                   |                                 |                       |                                      |
| Position #5   |                 |              |                                     |                   |                   |                                 |                       |                                      |
| Position #6   |                 |              |                                     |                   |                   |                                 |                       |                                      |
| Position #7   |                 |              |                                     |                   |                   |                                 |                       |                                      |
| Position #8   |                 |              |                                     |                   |                   |                                 |                       |                                      |
| Position #9   |                 |              |                                     |                   |                   |                                 |                       |                                      |
| Position #10  |                 |              |                                     |                   |                   |                                 |                       |                                      |
| Position #11  |                 |              |                                     |                   |                   |                                 |                       |                                      |
| Position #12  |                 |              |                                     |                   |                   |                                 |                       |                                      |
| Position #13  |                 |              |                                     |                   |                   |                                 |                       |                                      |
| Position #14  |                 |              |                                     |                   |                   |                                 |                       |                                      |
| Total Operation & Maintenance                         |                 |              | \$                                  | \$                | \$                | \$                              | \$                    | \$                                   |

| Salary Offset by Revenue Positions (List Individually) |  | Number of Staff | Annual Wages | 2020 Proposed Budget Salary & Wages | PERS Contribution | PFRS Contribution | Employee Group Health Insurance | Other Fringe Benefits | 2020 Proposed Budget Fringe Benefits |
|--|--|-----------------|--------------|-------------------------------------|-------------------|-------------------|---------------------------------|-----------------------|--------------------------------------|
| Position #1  |  |                 |              | \$ -                                |                   |                   |                                 |                       | \$ -                                 |
| Position #2  |  |                 |              | -                                   |                   |                   |                                 |                       | -                                    |
| Position #3  |  |                 |              | -                                   |                   |                   |                                 |                       | -                                    |
| Position #4  |  |                 |              | -                                   |                   |                   |                                 |                       | -                                    |
| Position #5  |  |                 |              | -                                   |                   |                   |                                 |                       | -                                    |
| Position #6  |  |                 |              | -                                   |                   |                   |                                 |                       | -                                    |
| Position #7  |  |                 |              | -                                   |                   |                   |                                 |                       | -                                    |
| Position #8  |  |                 |              | -                                   |                   |                   |                                 |                       | -                                    |
| Total Offset by Revenue                                |  |                 |              | \$ -                                | \$ -              | \$ -              | \$ -                            | \$ -                  | \$ -                                 |
| Total Administration, Operations & Offset by Revenue   |  |                 |              | \$ 9,275                            | \$ 2,226          | \$ -              | \$ -                            | \$ 2,026              | \$ 4,252                             |

# 2020 Proposed Capital Budget

Manalapan Township Fire District No. 1  
Monmouth

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

| <i>List Project Separately</i>  | <i>Asset Type</i> | <i>Time of General Election February or November</i> | <i>Date of Approval</i> | <i>Affirmative Vote Percentage</i> | <i>2020 Proposed Budget</i> | <i>2019 Adopted Budget</i> |
|---------------------------------|-------------------|--|-------------------------|------------------------------------|-----------------------------|----------------------------|
| Capital Improvement #1 - Radios | Equipment         | February   | 11/20/19                |                                    | \$ 150,000                  |                            |
| Capital Improvement #2          |                   |  |                         |                                    |                             |                            |
| Capital Improvement #3          |                   |  |                         |                                    |                             |                            |
| Capital Improvement #4          |                   |  |                         |                                    |                             |                            |
| Capital Improvement #5          |                   |  |                         |                                    |                             |                            |
| Capital Improvement #6          |                   |  |                         |                                    |                             |                            |
| Capital Improvement #7          |                   |  |                         |                                    |                             |                            |
| Total Capital Improvements      |                   |  |                         |                                    | 150,000                     | -                          |

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

| <i>List Project Separately</i>             | <i>Asset Type</i> | <i>Date of Local Finance Board Approval</i> | <i>Date of Voter Approval</i> | <i>Affirmative Vote Percentage</i> | <i>2020 Proposed Budget</i> | <i>2019 Adopted Budget</i> |
|--|-------------------|---|-------------------------------|------------------------------------|-----------------------------|----------------------------|
| Capital Improvement #1                     |                   |   |                               |                                    |                             |                            |
| Capital Improvement #2                     |                   |   |                               |                                    | 150,000                     | -                          |
| Capital Improvement #3                     |                   |   |                               |                                    | 20,000                      | 20,000                     |
| Capital Improvement #4                     |                   |   |                               |                                    |                             |                            |
| Capital Improvement #5                     |                   |   |                               |                                    |                             |                            |
| Capital Improvement #6                     |                   |   |                               |                                    |                             |                            |
| Capital Improvement #7                     |                   |   |                               |                                    |                             |                            |
| Total Down Payments                        |                   |   |                               |                                    |                             |                            |
| Total Capital Improvements & Down Payments |                   |   |                               |                                    | 170,000                     | 20,000                     |
| RESERVE FOR FUTURE CAPITAL OUTLAYS         |                   |   |                               |                                    |                             |                            |
| TOTAL CAPITAL APPROPRIATIONS               |                   |   |                               |                                    |                             |                            |

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

|            |  |
|------------|--|
|            |  |
|            |  |
| \$ 100,000 |  |

# Debt Service Schedule - Principal

Manalapan Township Fire District No. 1  
Monmouth

|  | Date of<br>Voter<br>Approval | % of<br>Voter<br>Approval | Date of Local<br>Finance Board<br>Approval | Current Year<br>(2019) | 2020       | 2021       | 2022       | 2023       | 2024       | 2025       | Thereafter | Total Principal<br>Outstanding |
|--|------------------------------|---------------------------|--|------------------------|------------|------------|------------|------------|------------|------------|------------|--------------------------------|
| <b>General Obligation Bonds</b>            |                              |                           |  |                        |            |            |            |            |            |            |            |                                |
| General Obligation Bond #1                 |                              |                           |  |                        |            |            |            |            |            |            |            | \$                             |
| General Obligation Bond #2                 |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| General Obligation Bond #3                 |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| General Obligation Bond #4                 |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| Total Principal - General Obligation Bonds |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| <b>Bond Anticipation Notes</b>             |                              |                           |  |                        |            |            |            |            |            |            |            |                                |
| BAN #1                                     |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| BAN #2                                     |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| BAN #3                                     |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| BAN #4                                     |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| Total Principal - BANS                     |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| <b>Capital Leases</b>                      |                              |                           |  |                        |            |            |            |            |            |            |            |                                |
| Capital Lease #1 - Pumper                  |                              |                           |  | 120,339                | 123,474    | 94,712     |            |            |            |            |            | 218,186                        |
| Capital Lease #2 - Ladder Pumper           |                              |                           |  | 103,022                | 104,567    | 109,011    | 113,644    | 118,474    | 123,509    | 128,758    | 420,047    | 1,118,010                      |
| Capital Lease #3                           |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| Capital Lease #4                           |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| Total Principal - Capital Leases           |                              |                           |  | 223,361                | 228,041    | 203,723    | 113,644    | 118,474    | 123,509    | 128,758    | 420,047    | 1,336,196                      |
| <b>Intergovernmental Loans</b>             |                              |                           |  |                        |            |            |            |            |            |            |            |                                |
| Intergovernmental #1                       |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| Intergovernmental #2                       |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| Intergovernmental #3                       |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| Intergovernmental #4                       |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| Total Principal - Intergovernmental Loans  |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| <b>Other Bonds or Notes Payable</b>        |                              |                           |  |                        |            |            |            |            |            |            |            |                                |
| Other Bonds or Notes #1                    |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| Other Bonds or Notes #2                    |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| Other Bonds or Notes #3                    |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| Other Bonds or Notes #4                    |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| Total Principal - Other Bonds or Notes     |                              |                           |  |                        |            |            |            |            |            |            |            | -                              |
| <b>TOTAL PRINCIPAL ALL OBLIGATIONS</b>     |                              |                           |  | \$ 223,361             | \$ 228,041 | \$ 203,723 | \$ 113,644 | \$ 118,474 | \$ 123,509 | \$ 128,758 | \$ 420,047 | \$ 1,336,196                   |

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

|  |  |
|--|--|
|  |  |
|  |  |
|  |  |

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

Debt Service Schedule - Interest

Manalapan Township Fire District No. 1  
Monmouth

|  | Current Year<br>(2019) | 2020      | 2021      | 2022      | 2023      | 2024      | 2025      | Thereafter | Total Interest<br>Payments<br>Outstanding |
|--|------------------------|-----------|-----------|-----------|-----------|-----------|-----------|------------|---|
| <b>General Obligation Bonds</b>                |                        |           |           |           |           |           |           |            |   |
| General Obligation Bond #1                     |                        |           |           |           |           |           |           |            |   |
| General Obligation Bond #2                     |                        |           |           |           |           |           |           |            |   |
| General Obligation Bond #3                     |                        |           |           |           |           |           |           |            |   |
| General Obligation Bond #4                     |                        |           |           |           |           |           |           |            |   |
| Total Interest - General Obligation Bonds      | -                      | -         | -         | -         | -         | -         | -         | -          | \$ -                                      |
| <b>Bond Anticipation Notes</b>                 |                        |           |           |           |           |           |           |            |   |
| BAN #1   |                        |           |           |           |           |           |           |            |   |
| BAN #2   |                        |           |           |           |           |           |           |            |   |
| BAN #3   |                        |           |           |           |           |           |           |            |   |
| BAN #4   |                        |           |           |           |           |           |           |            |   |
| Total Interest Payments - BANS                 | -                      | -         | -         | -         | -         | -         | -         | -          | -   |
| <b>Capital Leases</b>                          |                        |           |           |           |           |           |           |            |   |
| Capital Lease #1 - Pumper                      | 7,576                  | 4,441     | 1,224     |           |           |           |           |            | 5,665                                     |
| Capital Lease #2 - Ladder Pumper               | 53,926                 | 47,515    | 43,071    | 38,438    | 33,608    | 28,573    | 23,324    | 36,199     | 250,728                                   |
| Capital Lease #3                               |                        |           |           |           |           |           |           |            |   |
| Capital Lease #4                               |                        |           |           |           |           |           |           |            |   |
| Total Interest Payments - Capital Leases       | 61,502                 | 51,956    | 44,295    | 38,438    | 33,608    | 28,573    | 23,324    | 36,199     | 256,393                                   |
| <b>Intergovernmental Loans</b>                 |                        |           |           |           |           |           |           |            |   |
| Intergovernmental #1                           |                        |           |           |           |           |           |           |            |   |
| Intergovernmental #2                           |                        |           |           |           |           |           |           |            |   |
| Intergovernmental #3                           |                        |           |           |           |           |           |           |            |   |
| Intergovernmental #4                           |                        |           |           |           |           |           |           |            |   |
| Total Interest Payments - Intergovernmental    | -                      | -         | -         | -         | -         | -         | -         | -          | -   |
| <b>Other Bonds or Notes Payable</b>            |                        |           |           |           |           |           |           |            |   |
| Other Bonds or Notes #1                        |                        |           |           |           |           |           |           |            |   |
| Other Bonds or Notes #2                        |                        |           |           |           |           |           |           |            |   |
| Other Bonds or Notes #3                        |                        |           |           |           |           |           |           |            |   |
| Other Bonds or Notes #4                        |                        |           |           |           |           |           |           |            |   |
| Total Interest Payments - Other Bonds or Notes | -                      | -         | -         | -         | -         | -         | -         | -          | -   |
| <b>TOTAL INTEREST ALL OBLIGATIONS</b>          | \$ 61,502              | \$ 51,956 | \$ 44,295 | \$ 38,438 | \$ 33,608 | \$ 28,573 | \$ 23,324 | \$ 36,199  | \$ 256,393                                |

Enter each debt issuance separately according to type of debt obligation on the "Debt Service - Principal" tab. The debt issuance description will carry to this schedule from data entered on that worksheet. Enter the interest payment due for each year indicated and thereafter until maturity.

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

## 2020 Fund Balance Reconciliation

### Manalapan Township Fire District No. 1 Monmouth

#### UNRESTRICTED FUND BALANCE

|   |                          |
|---|--------------------------|
| Beginning balance January 1, 2019 (1)                                 | \$ 782,405               |
| Less: Utilized in 2019 Adopted Budget                                 | -                        |
| Proposed balance available  | <u>782,405</u>           |
| Estimated results of operations for the year ending December 31, 2019 |                          |
| Anticipated balance December 31, 2019                                 | <u>782,405</u>           |
| Less: Fund Balance utilized in 2020 Proposed Budget                   | 100,000                  |
| Plus: Accrued Unfunded Pension Liability (1)                          |                          |
| Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)    |                          |
| Proposed balance after utilization in 2020 Proposed Budget            | <u><u>\$ 682,405</u></u> |

#### RESTRICTED FUND BALANCE

|   |                         |
|---|-------------------------|
| Beginning balance January 1, 2019 (1)   | \$ 61,151               |
| Less: Utilized in 2019 Adopted Budget   | -                       |
| Proposed balance available  | <u>61,151</u>           |
| Estimated results of operations for the year ending December 31, 2019           |                         |
| Anticipated balance December 31, 2019   | <u>61,151</u>           |
| Less: Restricted Fund Balance used in 2020 Proposed Budget for Capital Purposes |                         |
| Less: Restricted Fund Balance released via Referendum Resolution                | -                       |
| Proposed balance after utilization in 2020 Proposed Budget                      | <u><u>\$ 61,151</u></u> |

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

# 2020 Referendums

## Manalapan Township Fire District No. 1 Monmouth

| Summary of Referendum Line Items | 2020 Proposed<br>Budget Amount<br>Requested | 2019 Final Budget |
|----------------------------------|---|-------------------|
| N/A                              |   |                   |
|                                  |   |                   |
|                                  |   |                   |
|                                  |   |                   |
|                                  |   |                   |
|                                  |   |                   |
| Total Referendum Line Items      | \$ -  | \$ -              |

Tax Levy Requested minus Maximum Allowable Levy

\$ -

As this page is adjusted this amount changes, should = \$0

(For Reference Purposes Only - from Levy Cap Summary based on  
Information provided by the district- see instructions.)

| Summary of Release of Restricted Fund Balance Referendum Line Items | 2020 Proposed<br>Budget Amount<br>Requested | 2019 Final Budget |
|---|---|-------------------|
| N/A   |   |                   |
|   |   |                   |
|   |   |                   |
|   |   |                   |
|   |   |                   |
|   |   |                   |
| Total Release of Restricted Fund Balance                            | \$ -  | \$ -              |



## 2020 Levy Cap Summary

### Manalapan Township Fire District No. 1 Monmouth

#### LEVY CAP CALCULATION

|   |                  |
|---|------------------|
| Prior Year Amount to be Raised by Taxation for Fire District Purposes | \$ 1,807,547     |
| Changes in Service Provider (+/-)                                     | -                |
| DLGS Approved Adjustments   | -                |
| Net Prior Year Tax Levy for Municipal Purposes for Cap Calculation    | <u>1,807,547</u> |
| Plus: 2% Cap Increase   | <u>36,151</u>    |
| <b>ADJUSTED TAX LEVY PRIOR TO EXCLUSIONS</b>                          | <b>1,843,698</b> |

#### Exclusions

|   |                         |
|---|-------------------------|
| Shared Service Exclusion  | -                       |
| Change in Total Debt Service Appropriation  | -                       |
| Allowable Pension Increases   | -                       |
| Allowable Increase in Health Care Costs   | -                       |
| Changes in LOSAP Contributions (+/-)  | 17,500                  |
| Extraordinary Costs due to a "Declared" Emergency   | -                       |
| Net Capital Improvement Fund and/or Down Payment on Improvements and Reserve for Future Capital Outlays | <u>50,000</u>           |
| Total Exclusions  | <u>67,500</u>           |
| Less: Cancelled or Unexpended Referendum Amounts  | -                       |
| Increase in Ratable Valuation (New Construction/Additions)  | \$ 20,133,400           |
| Prior Year Local Fire District Tax Rate (3 decimals/\$100)  | <u>\$0.044 8,859</u>    |
| <b>ADJUSTED TAX LEVY</b>  | <b>1,920,057</b>        |
| Amount Utilized from Levy Cap Bank from 2017  | -                       |
| Amount Utilized from Levy Cap Bank from 2018  | -                       |
| Amount Utilized from Levy Cap Bank from 2019  | <u>1,920,057</u>        |
| Maximum Tax Levy Before Referendum  | -                       |
| Amount Proposed for Levy Cap Referendum   | <u>\$ 1,920,057</u>     |
| <b>MAXIMUM ALLOWABLE AMOUNT TO BE RAISED BY TAXATION</b>  | <b><u>1,920,057</u></b> |

#### CAP BANK CALCULATION

|   |                         |
|---|-------------------------|
| Amount to be Raised by Taxation                                   | \$ 1,867,688            |
| Cap Bank Available from Prior Year (2017) for 2020 Budget         | -                       |
| Cap Bank Available from Prior Year (2018) for 2020 Budget         | <u>14,059</u>           |
| Revised Cap Bank from Prior Year (2019) Available for 2020 Budget | 14,059                  |
| Cap Bank Available from Prior Year (2019) for 2020 Budget         | <u>134,406</u>          |
| Revised Cap Bank from Prior Year (2019) Available for 2021 Budget | 134,406                 |
| Cap Bank from Current Year (2020) Available for 2021 Budget       | <u>52,369</u>           |
| Cap Bank Available from 2020 for 2021 Budget                      | <u><u>\$ 52,369</u></u> |

**Manalapan Township Fire District No. 1  
Monmouth**

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## 2020 Levy Cap Exclusion Calculations

### Manalapan Township Fire District No. 1 Monmouth

#### PENSION CONTRIBUTION CALCULATION

|  |              |
|--|--------------|
| 2020 Proposed Budget PERS Contribution Appropriated                        | \$ 2,226     |
| 2020 Proposed Budget PFRS Contribution Appropriated                        | -            |
| Anticipated Revenues for Fringe Benefits Directly Offsetting Pension Costs | -            |
| Net 2020 Base Amount   | <u>2,226</u> |
| 2019 Adopted Budget PERS Contribution                                      | 2,304        |
| 2019 Adopted Budget PFRS Contribution                                      | -            |
| Realized Revenues for Fringe Benefits Directly Offsetting Pension Costs    | -            |
| Net 2019 Base Amount   | <u>2,304</u> |
| Pension Contribution Exclusion   | <u>\$ -</u>  |

#### LOSAP CALCULATION

|  |                  |
|--|------------------|
| 2020 Proposed Budget LOSAP Appropriation | \$ 242,500       |
| 2019 Adopted Budget LOSAP Appropriation  | 225,000          |
| LOSAP Exclusion (+/-)                    | <u>\$ 17,500</u> |

#### DEBT SERVICE CALCULATION

|   |                |
|---|----------------|
| 2020 Proposed Budget Total Debt Service Appropriation                         | \$ 279,997     |
| 2020 Proposed Budget Debt Service Appropriation Offset from Restricted Fund   | -              |
| 2020 Proposed Budget Debt Service Appropriation Offset from Grant Revenue     | -              |
| 2020 Proposed Budget Debt Service Appropriation Offset from Unrestricted Fund | -              |
| 2020 Base Amount  | <u>279,997</u> |
| 2019 Adopted Budget Total Debt Service Appropriation                          | 284,863        |
| 2019 Adopted Budget Capital Appropriation Offset from Restricted Fund         | -              |
| 2019 Adopted Budget Capital Appropriation Offset from Grant Fund              | -              |
| 2019 Adopted Budget Capital Appropriation Offset from Unrestricted Fund       | -              |
| 2019 Base Amount  | <u>284,863</u> |
| Debt Service Exclusion  | <u>\$ -</u>    |

#### CAPITAL APPROPRIATION CALCULATION

|  |                  |
|--|------------------|
| 2020 Proposed Budget Total Capital Appropriation                         | \$ 170,000       |
| 2020 Proposed Budget Capital Appropriation Offset from Restricted Fund   | -                |
| 2020 Proposed Budget Capital Appropriation Offset from Grant Revenue     | -                |
| 2020 Proposed Budget Capital Appropriation Offset from Unrestricted Fund | 100,000          |
| 2020 Base Amount   | <u>70,000</u>    |
| 2019 Adopted Budget Total Capital Appropriation                          | 20,000           |
| 2019 Adopted Budget Capital Appropriation Offset from Restricted Fund    | -                |
| 2019 Adopted Budget Capital Appropriation Offset from Grant Revenue      | -                |
| 2019 Adopted Budget Capital Appropriation Offset from Unrestricted Fund  | -                |
| 2019 Base Amount   | <u>20,000</u>    |
| Capital Expenditure Exclusion  | <u>\$ 50,000</u> |

#### HEALTH INSURANCE EXCLUSION CALCULATION

|  |             |
|--|-------------|
| SFY 2020   | -           |
| 2020 Proposed Budget Administration Health Insurance Appropriation               | \$ -        |
| 2020 Proposed Budget Operations & Maintenance Health Insurance Appropriation     | -           |
| 2020 Proposed Budget Group Health Insurance                                      | -           |
| 2019 Adopted Budget Administration Health Insurance Appropriation                | -           |
| 2019 Adopted Budget Operations & Maintenance Health Insurance Appropriation      | -           |
| 2019 Adopted Budget Group Health Insurance                                       | -           |
| Net Increase (Decrease)  | -           |
| Net Increase Divided by 2019 Amount Budgeted = % Increase                        | 0.00%       |
| SFY 2020 State Health Average 0% Less 2% = % Increase Added to Current Levy      | 0.00%       |
| % Increase less % Increase Exclusion = % Increase Inside Cap                     | 0.00%       |
| % Increase Inside Cap * 2019 Expended = Added Amount Inside Cap                  | \$ -        |
| % Increase Exclusion * 2019 Expended = 2020 Appropriation Added to Levy          | \$ -        |
| Amount Above the Levy Exclusion (Actual Increase - State Health Benefit Average) | \$ -        |
| 2020 Increase in Appropriation   | <u>\$ -</u> |

**CERTIFICATION OF NEW CONSTRUCTION/IMPROVEMENTS/  
PARTIAL ASSESSMENTS**

(N.J.S.A. 40A:4-45.44 et seq.)

Municipality: Manalapan County: Monmouth  
Fire District Code: F01 Total Number of Fire Districts: 2

**File Form CNC-3 by October 25 of the Current Tax Year for All Fire Districts in the Municipality**

N.J.S.A. 40A:4-45.44 et seq. provides for a statutory exception to the budget cap imposed on fire districts. It uses, in part, the revenue generated by new construction and improvements in a fire district which were not reflected in the prior year's Tax List.

**ASSESSOR: ENTER DATA ON LINES 1 THROUGH 2C, SIGN AND DATE THE FORM, THEN IMMEDIATELY FORWARD FORM CNC-3 TO THE TAX COLLECTOR FOR COMPLETION. SEE REVERSE SIDE.**

1. For reference only: Provide the aggregate assessed value for the fire district as filed on the current Tax Year's January 10th Tax List. This is the fire district value as of October 1st of the pre-tax year before Added Assessments.

\$ 4,131,287,100 (1)

2. Provide the total valuation (not prorated) of new construction and improvements from the Added Assessment List filed on October 1st of the current tax year (Line 2a) minus the total valuation of any Added Assessment tax appeal reductions from the prior tax year (Line 2b) for the adjusted total valuation of new construction and improvements (Line 2c). Do not include Omitted Added Assessments, prior year Added Assessments, Omitted Assessments, or property transferred from the Exempt List to the Tax Assessment List, or any land, whether subdivided or not on Line 2a

\$ 20,133,400 (2a)

— \$ 0 (2b)

= \$ 20,133,400 (2c)

Amanda O'Kearney  
Assessor Signature

10/22/19  
Date

**TAX COLLECTOR**

3. Provide the Fire District Tax Rate from the current tax year (expressed as a decimal, \$ per hundred).

0.044 (3)

4. Amount of permitted revenue increase =  
Line 2c \* Line 3

\$ 8,858.70 (4)

(N.J.S.A. 40A:4-45.45)

Lisa A. DeMunzio  
Tax Collector Signature

10/22/19  
Date



State of New Jersey  
Department of Community Affairs  
Division of Local Government Services  
Bureau of Authority Regulation  
Fire District Levy Cap Certification for Fiscal Year 2020

Fire District: Manalapan Township Fire District No. 1

Municipality: Manalapan

County: Monmouth

FD-Code: 1326-01

2019 Levy Cap Calculation Summary

Maximum Allowable Amount to be Raised by Taxation: \$1,941,953

Amount to be Raised by Taxation: \$1,807,547

| Active               | By Calendar Year | Allowable | Applied In | Used From | Expired | Available |
|----------------------|------------------|-----------|------------|-----------|---------|-----------|
|                      | 2019             | \$134,406 | \$0        | \$0       | \$0     | \$134,406 |
|                      | 2018             | \$14,059  | \$0        | \$0       | \$0     | \$14,059  |
|                      | 2017             | \$0       | \$61,398   | \$0       | \$0     | \$0       |
| Levy Cap Bank Totals |                  | \$148,464 | \$61,398   | \$0       | \$0     | \$148,464 |

| Expired              | By Calendar Year | Allowable | Applied In | Used From | Expired | Available |
|----------------------|------------------|-----------|------------|-----------|---------|-----------|
|                      | 2016             | \$55,543  | \$0        | \$55,417  | \$126   | \$0       |
|                      | 2015             | \$0       | \$786      | \$0       | \$0     | \$0       |
|                      | 2014             | \$5,981   | \$0        | \$5,981   | \$0     | \$0       |
|                      | 2013             | \$0       | \$86,176   | \$0       | \$0     | \$0       |
| Levy Cap Bank Totals |                  | \$61,524  | \$86,962   | \$61,398  | \$126   | \$0       |

# Auto Schedule Summary

| Year | Make         | Model      | PE Code | VIN                | Value     | Assigned       |
|------|--------------|------------|---------|--------------------|-----------|----------------|
| 1988 | Dodge        | Brush Veh  | BV      | 187EW2458JS578083  | \$17,400  | Motor Pool     |
| 1997 | Pierce       | Aerial Dev | AD      | 4P1CT02G7VA000469  | \$750,000 | Motor Pool     |
| 1997 | Pierce Lance | Pumper LGH | PLDH    | 4P1CT02G0VA000457  | \$525,000 | Motor Pool     |
| 1999 | Pierce       | Mini Pump  | MP      | 1FDAF57FXED40525   | \$150,000 | Motor Pool     |
| 2002 | Ford         | Service    | OTH     | 1FTNW21S12ED10762  | ACV       | Motor Pool     |
| 2003 | Pierce Lance | Aerial Dev | AD      | 4P1CT02H63A003160  | \$625,301 | Motor Pool     |
| 2007 | Ford         | F350       | OTH     | 1FDW37YX7EA47079   | ACV       | Motor Pool     |
| 2006 | Trivan       | Trailer    | OTH     | 1T9HVACC56F833733  | \$70,000  | Motor Pool     |
| 2012 | Ford         | F350       | OTH     | 1FT8W3BT5CEB44094  | \$51,130  | Motor Pool     |
| 2012 | Pierce Arrow | Pumper LDH | PLDH    | 4P1CA01DXCA012609  | \$790,000 | Motor Pool     |
| 2010 | CM           | Trailer    | OTH     | 5A3C824D7AL000986  | \$5,000   | Motor Pool     |
| 2014 | Chevy        | Tahoe      | OTH     | 1GNSK2E05ER185891  | \$43,140  | 1st Asst Chief |
| 2014 | Chevy        | Tahoe      | OTH     | 1GNSK2E06ER186497  | \$43,140  | 2nd Asst Chief |
| 2017 | Pierce       | Pumper     | PLDH    | 4P1BAAAGF3HA017698 | \$690,000 | Motor Pool     |
| 2017 | Ford         | Utility    |         | 1FDOW4HT9GEA93212  | \$50,000  | Motor Pool     |
| 2016 | Chevy        | Tahoe      |         | 1GNSKDEC4GR322778  | \$46,000  | Chief          |
| 2017 | Ford         | Pickup     |         | 1FT8W3BT3HEE86456  | \$45,000  | Motor Pool     |

MANALAPAN TOWNSHIP  
BOARD OF FIRE COMMISSIONERS  
DISTRICT NO. 1

NOTICE OF PUBLIC VOTE

PLEASE TAKE NOTICE that the Manalapan Township Board of Fire Commissioners, District No. 1 has scheduled a special meeting for the legal voters of Fire District No. 1 to vote to approve the Board's purchase of new radios and upgrade existing radio equipment at a cost of \$150,000.00 to be included in the Board's 2020 Budget. The special meeting and public vote have been scheduled for Wednesday, November 20, 2019 at the firehouse at 683 Tennent Road, Manalapan, New Jersey, from 6:00 PM to 9:00 PM.

TOWNSHIP OF MANALAPAN  
BOARD OF FIRE COMMISSIONERS  
DISTRICT NO. 1

Dated: November 8, 2019