## **2024 FIRE DISTRICT BUDGET RESOLUTION**

#### Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

WHEREAS, the Annual Budget for Manalapan Township FD No. 2 (the 'Fire District') for the fiscal year beginning January 1, 2024 and ending December 31, 2024 has been presented before the Board of Commissioners of the Fire District at its open public meeting of Dec. 6, 2023; 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 \$3,636,991.00 which includes an amount to be raised by taxation of \$1,560,868.00 and Total Appropriations of \$3,636,991.00; 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 Dec. 6, 2023 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2024 and ending December 31, 2024 is hereby approved; and

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

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on January 3, 2024.

Joseph Spevak (Secretary's Signature) December. 6, 2023 (Date)

**Board of Commissioners Recorded Vote** 

Member	Aye	Nay	Abstain	Absent	
Richard Hogan	Х				
Timothy Kirkland	Х				
Joseph Spevak	Х				
Richard Primiano	Х				
Carolyn M. Flannery	Х				

#### General Instructions to Complete the Fire District Budget Workbook

- a) This workbook shall be used for completing the Fire District Introduced and Adopted Budgets.
- b) It is designed to automatically calculate amounts linked from various data entry points.
- c) The individual tabs containing formulas are locked to protect the formulas.
- d) Fill in only the gray and yellow highlighted sections of the worksheet.
- e) Begin by navigating to the "KEY INPUTS" tab.

Select the Fire District by clicking on cell B2 and selecting from the dropdown menu. This will populate the entity name and

- f) county. Continue to complete each of the fields in order to populate standard information throughout the workbook.
- When copying information from another document, users must select "Paste Values" when pasting the information into this g) workbook.
- h) In all applicable signature lines, insert the email address of the applicable official.
   Once approved by the Board of Fire Commissioners, the completed Introduced Budget must be submitted to the Division via the FAST "Introduced Budget" record portal and it must be precisely named as: <municode>\_introbudget\_20xx. The list of
- i) municodes for Fire Districts can be found at: https://www.nj.gov/dca/divisions/dlgs/pdf/Fire%20District%20MuniCodes.pdf

Once approved by the Board of Fire Commissioners, the completed Adopted Budget must be submitted to the Division via the FAST "Adopted Budget" record portal and it must be precisely named as: **<municodes\_adoptbudget\_20xx**. The list of municodes

- j) for Fire Districts can be found at: <u>https://www.nj.gov/dca/divisions/dlgs/pdf/Fire%20District%20MuniCodes.pdf</u>
- k) Only the Designated Officials for the Fire District have access to the "Submit for Review" tab within the FAST portal.
- I) Please review the additional instructions "FAST System for Fire Districts: Introduction and User Guide" link below: <u>https://www.nj.gov/dca/divisions/dlgs/pdf/FAST%20Fire%20Budget%20User%20Guide.pdf</u>

Year	2024	Board of Fire Commissioners:	
Fire District	Manalapan Township FD No. 2	Chairperson Richard Hogan	
County	Monmouth	Treasurer	Timothy Kirkland
Web Address	mtfcboard.com	Secretary	Joseph Spevak
Election Month	February	Commissioner	Richard Primiano
		Commissioner	Carolyn M. Flannery

Certification Sections		Expand Section Length	
Preparer and Preparer - Other Assets Certification		Vehicle List	Standard
Preparer Name	Timothy Kirkland	Accumulated Absences	Standard
Title	Treasurer	Salary & Benefit Detail	Standard
Address	P O Box 54, Tennent, NJ 07763	Capital Budget Detail	Standard
Phone	732-462-2473		
Fax	732-462-2473		
Email	kirkland@mtfcboard.com		

Approval Certification			
Officer's Name	Timothy Kirkland		
Title	Treasurer		
Address	P O Box 54, Tennent, NJ 07763		
Phone	732-462-2473		
Fax	732-462-2473		
Email			

Internet Certification		
Officer's Name	Richard Hogan	
Title	Chairman	

Adoption Certification			
Officer's Name			
Title			
Address			
Phone			
Fax			
Email			

## 2024

# $\label{eq:manalapan} \begin{array}{c} \mbox{Manalapan Township FD No. 2} \\ \hline Fire \ District \ Budget \end{array}$

mtfcboard.com



## Division of Local Government Services

## 2024 FIRE DISTRICT BUDGET Certification Section

### 2024

Manalapan Township FD No. 2

## FIRE DISTRICT BUDGET

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

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.* 40*A*:5*A*-11.

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

By: Date:

#### **CERTIFICATION OF ADOPTED BUDGET**

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

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

By: \_\_\_\_\_ Date: \_\_\_\_\_

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## **2024 PREPARER'S CERTIFICATION**

#### Manalapan Township FD No. 2

## FIRE DISTRICT BUDGET

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

It is hereby certified that the Fire District Budget, including the annual budget and all schedules attached thereto, represents the Board of Commissioners' resolve with respect to stature in that; all estimates of revenues, including the amount to be raised by taxation to support the district budget, are reasonable accurate and correctly stated; all items of appropriation are properly set forth; and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Fire District.

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

Preparer's Signature:	Timothy Kirkland
Name:	Timothy Kirkland
Title:	Treasurer
Address:	P O Box 54, Tennent, NJ 07763
Phone Number:	732-462-2473
Fax Number:	732-462-2473
E-mail Address:	kirkland@mtfcboard.com

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## 2024 PREPARER'S CERTIFICATION OTHER ASSETS

Manalapan Township FD No. 2

## FIRE DISTRICT BUDGET

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

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 aformentioned Other Asset appropriation(s) do not meet the criteria for bonding pursuant to the Local Bond Law (<u>N.J.S.A. 40A:2-1 et seq.</u>) and more specifically, as it pertains to the expected useful life of the asset, pursuant to <u>N.J.S.A. 40A:2-21</u>.

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:	Timothy Kirkland
Name:	Timothy Kirkland
Title:	Treasurer
Address:	P O Box 54, Tennent, NJ 07763
Phone Number:	732-462-2473
Fax Number:	732-462-2473
E-mail Address:	kirkland@mtfcboard.com

### FIRE DISTRICT INTERNET WEBSITE CERTIFICATION

Fire District's Web Address:

mtfcboard.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. <u>N.J.S.A. 40A:14-70.2</u> 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 <u>N.J.S.A.</u> 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
- I The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- Commencing with 2012, the annual audits of the most recent fiscal year and immediately two prior years
- ☑ The Fire District's rules, regulations and official policy statements deemed relevant by the commissioners to the interests of the residents within the district
- ☑ Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the commissioners, setting forth the time date, location and agenda of each meeting
- Beginning January 1, 2013, the approved minutes of each meeting of the commissioners including all resolutions of the commissioners and their committees; for at least three consecutive fiscal years
- ☑ The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Fire District
- A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other organizations which received any renumeration 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:	Richard Hogan	
Title of Officer Certifying Compliance:	Chairman	
Signature:	<u>Richard Hogan</u>	

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## **2024 APPROVAL CERTIFICATION**

Manalapan Township FD No. 2

### FIRE DISTRICT BUDGET

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

It is hereby certified that the Fire District Budget, including all schedules appended hereto, are a true of the Annual Budget approved by resolution of the Board of Commissioners of the Fire District, at an open public meeting held pursuant to N.J.A.C. 5:31-2.4, on Dec. 6, 2023.

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

Officer's Signature:	Timothy Kirkland
Name:	Timothy Kirkland
Title:	Treasurer
Address:	P O Box 54, Tennent, NJ 07763
Phone Number:	732-462-2473
Fax Number:	732-462-2473
E-mail Address:	

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## **2024 ADOPTION CERTIFICATION**

Manalapan Township FD No. 2

## FIRE DISTRICT BUDGET

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

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 .

<b>Officer's Signature:</b>		
Name:		
Title:		
Address:		
Phone Number:	Fax:	
E-mail address:		

## **2024 ADOPTED BUDGET RESOLUTION**

#### Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

WHEREAS, the Annual Budget for the Manalapan Township FD No. 2 (the 'Fire District') for the fiscal year beginning January 1, 2024 and ending December 31, 2024 has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of ; and

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

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

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$0.00 which includes amount to be raised by taxation of \$0.00, and Total Appropriations of \$0.00; and

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

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District at an open public meeting held on that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2024 and ending December 31, 2024 is hereby adopted and, shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$0.00, which includes amount to be raised by taxation of \$0.00, and Total Appropriations of \$0.00; and

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

BE IT FURTHER RESOLVED, that an annual election shall be held on the third Saturday of February to determine the amount to be raised by taxation for the ensuing year. The results of which shall be subsequently certified to the Division and the Municipal Assessor.

(Secretary's Signature)

(Date)

#### **Board of Commissioners Recorded Vote**

Member	Aye	Nay	Abstain	Absent

## **2024 FIRE DISTRICT BUDGET** Narrative and Information Section

## **2024 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS**

#### Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

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

**1.** When is the Fire District's annual election? (February and/or November) If November, was the resolution submitted to the Division?

February

2. Complete a brief statement on the 2024 proposed Annual Budget and make comparison to the 2023 adopted budget.

The budget has increased by \$ 2,087,425.00 from the prior year. This is due to the acquisition of a Ladder Truck in the amount of \$ 1,827,751.00 which is offset by an equal amount of Capital Fund Balance. The rest of the increase is \$ 160,000.00 for two chief's vehicles, Air Cylinders of \$ 60,000.00, and Insurance of \$ 5,000.00, Health & Fitness - Physicals \$ 2,000.00 Fire Protection services from Manalapan Fire Company No 1 \$ 5,997.00 Uniforms and Personnel Equipment \$ 10,000.00, Contract Services by Vol. Fire Co. \$ 2,545.00, Computer Expense \$ 10,000.00, Increase in salsries \$ 3,257.00, and an increase in debt service of \$ 875.00.

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

The Ladder truck is needed by the district for the new housing in the district. Two new chief's vehicles are needed to replace the old worn out vehicles. Air Cylinders by regulation are required to be replace as the old one's expire. Insurance costs have increased. Health & Fitness have increased. The cost to provide fire protection to the residents have increased. Uniforms and personnel equipment need to be replaced. Contract Services is also increased for the protection of the residents. Computer costs have increased. Debt Service has increased over the prior year. And Salaries has increased over the prior year. The commissioners have taken no increase.

**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 district is complying with the property tax levy CAP Law. The district will increase the tax rate by \$ 0.005 for a total of \$ 0 .041 cents per hundred of assessed value. The amount to be raised by taxation will increase by \$ 210,868.00 which is offset by the incease in ratables. Unrestricted Fund Balance will decrease by \$ 1,827,751.00 For a ladder truck. The district has the capital funds saved for years so they don't have to borrow. Unrestricted Fund balance utilized for 2024 is \$ 212,948.00 as compared to \$ 196,935.00 for 2023.

## **2024 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS**

#### Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

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

**5.** Does the Fire District plan on exceeding the Levy Cap? If so, please provide a statement with the reasons for exceeding the Levy Cap and identify the appropriations that caused the Fire District to exceed the Levy Cap, and how they are being addressed by a referendum.

The district is complying with the property tax levy Cap of 2% on the amount to be raised by taxation including utilization of the CAP Bank. The district is not exceeding the CAP, nor is it requesting any waivers or submitting any waivers or referendums. The district is utilizing some of the unrestricted fund balance in order to comply with the CAP requirements.

6. If the Fire District plans to pass a Resolution for the Release of Restricted Fund Balance to be used in the 2024 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 district is providing \$ 1,827,751.00 for the purchase of a new ladder truck. And a provision for futurs capital projects is the same as the prior year of \$ 190,000.00. There is no additional debt, however debt service has increased by \$ 875.00 this year.

**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

## **2024 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS**

#### Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

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

9. Does the Annual Budget appropriate such sums as it may deem necessary for the purchase of first aid, ambulance, rescue,

or other emergency vehicles, equipment, supplies and materials for use by a duly incorporated association, pursuant

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

No

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

Total Assessed Valuation of District	\$ 3,806,994,179.00
Proposed Tax Rate per \$100 of Assessed Valuation	\$ 0.0410

**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?

· /		0	 1	
No	Х	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?

1			
No	Х	Yes	

## FIRE DISTRICT CONTACT INFORMATION 2024

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

Name of Fire District:	Ma	Manalapan Township FD No. 2			
Address:	P.O. Box 54				
City, State, Zip:	Tennent			NJ	07763
Phone: (ext.)	732-462-2473		Fax:	732-462-247	3
Fire District E-mail:	SECRETARY@mtfcboard.c	om			

Preparer's Name:	Timothy Kirkland				
Preparer's Address:	P,O, Box 54	P,O, Box 54			
City, State, Zip:	Tennent		NJ	07763	
Phone: (ext.)	732-462-2473	Fax:	732-462-2473	3	
E-mail:	kirkland@mtfcboard.com				
Chairperson:	Richard Hogan				
Phone: (ext.)	732-462-2473	Fax:	732-462-2473	3	
E-mail:	richardhogan27@gmil.com	·			
Secretary:	Joseph Spevak				
Phone: (ext.)	732-620-0573	732-620-0573 <i>Fax:</i> 732-462-2473			
E-mail:	joes61946@verizon.net				
E					
Treasurer:	Timothy Kirkland	-			
Phone: (ext.)	732-462-2473	Fax:	732-462-2473	3	
E-mail:	kirkland@mtfcboard.com				
Name of Auditor:	Ronald C. Petrics, CPA, RMA, P	SA, CMFO, C	GMA		
Name of Firm:	Withum Smith + Brown				
Address:		331 Newman Springs Road, Suite 125			
City, State, Zip:	Red Bank		NJ	07701	
Phone: (ext.)	732-842-3113	Fax:	732-504-2433	3	
E-mail:	rpetrics@withum.com				

## FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE

#### Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

#### Answer all questions below completely.

1) Provide the number of regular voting members of the governing body:	
2) Provide the number of alternate voting members of the governing body: 0	
3) Does the fire district have any amounts recievable from current or former commissioners, officers, or employees?	No
If "yes," provide a list of those individuals, their position, the amount receivable, and a description of the amount due to the fire a	listrict.
N/A	
4) Was the fire district a party to a business transaction with one of the following parties:	
a. A current or former commissioner, officer, or employee? No	
b. A family member of a current or former commissioner, officer, or employee? No	
c. An entity of which a current or former commissioner, officer, or employee (or family member thereof) was an officer or	
direct or indirect owner?	
If the answer to any of the above is "yes," provide a description of the transaction, including the name of the commissioner, of	ficer
or employee (or family member thereof) of the fire district; the name of the entity and relationship to the individual or family n	
	iember,
the amount paid, and whether the transaction was subject to a competitive bid process.	
N/A	

Did the fire district provide any of the following to or for a commissioner, officer, or any other employee of the Fire District: 5)

a.	First class or charter travel	Yes			
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	Yes			
i.	Personal services (i.e.: maid, chauffeur, chef)	No			
If the answer to any of the above is "yes," provide a description of the transaction including the name and position of the					

#### individual and the amount expended.

Charter travel - for out of state fire training and fire education. Health Facility - for fitness for fire fighting.

## FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE (CONTINUED)

Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

6) Use the "<u>Vehicle List</u>" tabs to list of the fire district's vehicles including make, model, and year, and indicate to whom the vehicles are assigned and their positions. If a vehicle is not assigned to a specific individual and is available to all authorized district personnel, indicate "motor pool." Do not attach the list as a separate document.

7) Did the fire district make any payments to current of former commissioners or employees for severance or termination?	
If "yes", provide an explanation including amount paid.	

8) Did the Fire District make any payments to current or former commissioners or employees that were contingent upon the performance of the Fire District or that were considered discretionary bonuses?

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

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

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

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

*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
- f) the Fire District's LOSAP Plan Contractor

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

No

No

Yes

1999
23
9
Auto Increase
\$36,800.00
AIG Corebridge

## FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE (CONTINUED)

#### Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

12) If the district's Board of Fire Commissioners authorizes its elected commissioners to receive any type of compensation for serving on the					
Board, did the district submit a copy of the compensation resolution to the municipal governing body for review and approval	as required				
under N.J.S.A. 40A:14-88?	Yes				
If "yes", provide a certified copy of the resolution, whenever adopted, fixing the level of compensation each commissioner is a	authorized				
to receive, and proof that the district submitted the resolution to the municipal clerk for governing body consideration. Only "N/A" if elected commissioners are not authorized to receive any compensation for their service on the Board.	answer				
13) Did the district make one or more supplemental emergency appropriations after adopting its current budget?	No				
If "yes", for each supplemental emergency appropriation:					
a) Was a resolution adopted by at least two-thirds (2/3) of the Board of Commissioners' full membership declaring that an em-	ergency exists				
requiring a supplemental emergency appropriation and setting out the nature of the emergency in full?	No				
b) Did the district submit the above-referenced resolution to the municipal clerk for municipal governing body consideration?	No				
c) Did at least two-thirds (2/3) of the municipal governing body's full membership approve the district's					
emergency appropriation?	No				
Provide (with the introduced budget) a certified copy of the Board's resolution authorizing the supplemental emergency appr	opriation				

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

## FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE FIRE DISTRICT VEHICLES

Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

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

Year	Make	Model	Assigned Staff	Staff Position
2015	Ford	Explorer	Motor Pool	
2016	Ford	Explorer	Motor Pool	
2009	Pierce	Quantum	Motor Pool	
1995	International	Model 4800	Motor Pool	
2017	Pierce	Quantum	Motor Pool	
2008	Ford	F350	Motor Pool	
1995	Ford	F350	Motor Pool	
2009	Dodge	Durango	Motor Pool	
2006	Nor-Efirst	2L	Motor Pool	
1996	Simon Duplex 12R22.5	LTI	Motor Pool	
2004	Ford	F550	Motor Pool	
2001	Peterbuilt	P357	Motor Pool	
2016	Ford	F250	Motor Pool	
1997	Chevrolet	Suburban	Motor Pool	
2011	Huskavana	HUV4421GXL	Motor Pool	
2012	Haulmark	Remorque	Motor Pool	

Page N-3 (Vehicle List)

#### FIRE DISTRICT SCHEDULE OF COMMISSIONERS AND OFFICERS

#### Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

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

- 1) List all of the Fire District's current commissioners and officers and amount of compensation from the Fire District. Enter zero if no compensation was paid.
- 2) List all of the Fire District's former commissioners and officers who received more than \$10,000 in reportable compensation from the Fire District during the most recent fiscal year completed.
- **Commissioner**: A member of the governing body of the Fire District with voting rights. Include alternates for the purposes of this schedule.
- **Officer**: A person elected or appointed to manage the Fire District's daily operations at any time during the year, such as the chairperson, vice-chairperson, secretary, or treasurer. For the purposes of this schedule, treat the Fire District's top management official and top financial officer as officers, if applicable. A member of the governing body may be both a commissioner and an officer for the purposes of this schedule.
- **Compensation**: All forms of cash and non-cash payments or benefits provided in exchange for services, including salaries and wages, bonuses, severance payments, deferred payments, retirement benefits, fringe benefits, and other financial arrangements or transaction such as personal vehicles, meals, housing, personal and family education benefits, below-market loans, payment of personal or family travel, entertainment, and personal use of the Fire District's propert. Compensation includes payments and other benefits provided to both employees and indpendent 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.

								noutin		
						Reportable Comp	ensation fro	om Fire District		
			P	ositio	on	()	V-2/ 1099)			
Name	Title	Average Hours per Week Dedicated to Position	Commissione	Office	Forme	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)	Estimated amount of other compensation from the Fire District (health benefits, pension, etc.)	l Compensatior om Fire District
1 Richard Hogan	Chairman / Person.	As Needed	Х			\$ 11,304.00				\$ 11,304.0
2 Timothy Kirland	Treasurer	As Needed	х			\$ 11,304.00				\$ 11,304.0
3 Joseph Spevak	Secretary	As Needed	х			\$ 11,304.00				\$ 11,304.0
4 Carolyn Flannery	Vice Chairman	As Needed	х			\$ 11,304.00				\$ 11,304.0
5 Richard Primiano	Asst.Sec./ Veh.	As Needed	х			\$ 11,304.00				\$ 11,304.0
6										\$
7										\$
8										\$
9										\$
0										\$
1										\$
.2										\$
.3										\$
.4										\$
.5										\$
Total:						\$ 56,520.00	\$ -	\$-	\$-	\$ 56,520.0

#### Manalapan Township FD No. 2 Monmouth Reportable Compensation from Fire District

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:

	# of Covered Members (Medical & Rx) Proposed Budget	Annual Cost Estimate per Employee Proposed Budget	Total Cost Estimate Proposed Budget	# of Covered Members (Medical & Rx) Current Year	Annual Cost per Employee Current Year	Total Current Year Cost	\$ Increase (Decrease)	% Increase (Decrease)
Active Employees - Health Benefits - Annual Cost								
Single Coverage			-			_	-	0.0%
Parent & Child			-			_	-	0.0%
Employee & Spouse (or Partner)			-			-	-	0.0%
Family			-			-	-	0.0%
Employee Cost Sharing Contribution (enter as negative - )							-	0.0%
Subtotal	0		-	0		-	-	0.0%
					<u>.</u>			
Commissioners - Health Benefits - Annual Cost								
Single Coverage			-			-	-	0.0%
Parent & Child			-			-	-	0.0%
Employee & Spouse (or Partner)			-			-	-	0.0%
Family			-		_	-	-	0.0%
Employee Cost Sharing Contribution (enter as negative - )							-	0.0%
Subtotal	0		-	0		-	-	0.0%
Detiness Haskk Deposite Annual Cost								
Retirees - Health Benefits - Annual Cost								0.0%
Single Coverage Parent & Child			-			-	-	0.0%
Employee & Spouse (or Partner)			-			-	-	0.0%
Family						-	-	0.0%
Employee Cost Sharing Contribution (enter as negative - )			-			_		0.0%
Subtotal	0		-	0		_		0.0%
	0			0				0.070
GRAND TOTAL	0		-	-		-	-	0.0%
Is medical sources arounded by the SUPD (Ves or No.)		- -		7	•			=

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

Page N-5

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

			Legal Ba	sis fo	r Benefit
Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at January 1, 2023	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
Total liability for accumulated compensated absences at Ja	anuary 1, 2023 (this page only)	\$-			

Page N-6

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

			Legal Bas	sis fo	r Benefit
Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at January 1, 2023	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
Total liability for accumulated compensated absences at Ja	anuary 1, 2023 (all pages)	\$-			

Page N-6 (Totals)

## **2024 FIRE DISTRICT BUDGET FINANCIAL SCHEDULES SECTION**

#### Instructions:

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

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

Name of Fire District:	Manalapan Township FD No. 2
County:	Monmouth
Year:	2024

Levy Cap Calculation Summary							
2023 Adopted Budget - Amount to be Raised by Taxation	\$ 1,350,000.00						
Cap Bank Available from 2021 (See Levy Cap Certification)	\$ 77,429.00						
Cap Bank Available from 2022 (See Levy Cap Certification)	\$ 73,787.00						
Cap Bank Available from 2023 (See Levy Cap Certification)	\$ 63,867.00						
Cap Bank Used from 2021	\$ 77,429.00						
Cap Bank Used from 2022	\$ 73,787.00						
Cap Bank Used from 2023	\$ 63,687.00						
Changes in Service Provider (+/-)							
DLGS Approved Adjustments							
Cancelled or Unexpended Referendum Amount							
(Enter as a positive number)							
Assessed Valuation of District for adopted budget	\$ 3,765,056,300.00						
New Ratables - Increase in Valuations (New Construction and							
Additions)	\$ 41,010,779.00						
Adopted Fire District Tax Rate (three decimals) per \$100	\$0.036						
Projected Tax Rate based upon Proposed Levy	0.041009997						

#### **Budget Summary**

#### Manalapan Township FD No. 2 Monmouth

Monmouth
----------

	2024 Proposed Budget	2023 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
REVENUES AND FUND BALANCE UTILIZED				
Total Fund Balance Utilized	2,040,699.00	196,935.00	1,843,764.00	936.2%
Total Miscellaneous Anticipated Revenues	-	-	-	0.0%
Total Sale of Assets	-	-	-	0.0%
Total Interest on Investments & Deposits	32,793.00	-	32,793.00	100.0%
Total Other Revenue	-	-	-	0.0%
Total Operating Grant Revenue	2,631.00	2,631.00	-	0.0%
Total Revenues Offset with Appropriations		<u> </u>	-	0.0%
Total Revenues and Fund Balance Utilized	2,076,123.00	199,566.00	1,876,557.00	940.3%
Amount to be Raised by Taxation to Support Budget	1,560,868.00	1,350,000.00	210,868.00	15.6%
Total Anticipated Revenues	3,636,991.00	1,549,566.00	2,087,425.00	134.7%
APPROPRIATIONS				
Total Administration	369,505.00	368,708.00	797.00	0.2%
Total Cost of Operations & Maintenance	1,112,310.00	854,308.00	258,002.00	30.2%
Total Appropriations Offset with Revenue (must equal Revenues Offset with Appropriations)	-	-	-	0.0%
Total Appropriated Duly Incorporated First Aid/Rescue Squad	-	-	-	0.0%
Total Deferred Charges	-	-	-	0.0%
Cash Deficit, Preceeding Year (N.J.S.A. 40A:14-78.6)	-	-	-	0.0%
Length of Service Award Program (LOSAP) Contribution	36,800.00	36,800.00	-	0.0%
Total Capital Appropriations	2,017,751.00	190,000.00	1,827,751.00	962.0%
Total Principal Payments on Debt Service	85,000.00	80,000.00	5,000.00	6.3%
Total Interest Payments on Debt	15,625.00	19,750.00	(4,125.00)	-20.9%
Total Appropriations	3,636,991.00	1,549,566.00	2,087,425.00	134.7%
ANTICIPATED SURPLUS (DEFICIT)			-	0.0%

	Monmouth			
			\$ Increase (Decrease)	% Increase (Decrease)
	2024 Proposed Budget	2023 Adopted Budget	Proposed vs.Adopted	Proposed vs. Adopted
Fund Balance Utilized				-
Unrestricted Fund Balance	212,948.00	196,935.00	16,013.00	8.1%
Restricted Fund Balance	1,827,751.00		1,827,751.00	100.0%
Total Fund Balance Utilized	2,040,699.00	196,935.00	1,843,764.00	936.2%
Miscellaneous Anticipated Revenues				
Shared Services (N.J.S.A. 40A:65-1 et seq.)			-	0.0%
Joint Purchasing Agreements (N.J.S.A. 40A:10 & 11)			-	0.0%
Emergency Assistance (N.J.S.A. 40A:14-26)			-	0.0%
Municipal Assistance (N.J.S.A. 40A:14-34)			-	0.0%
Municipal Assistance - Adjoin (N.J.S.A. 40A:14-35)			-	0.0%
Contracts - Volunteer Fire Co (N.J.S.A. 40A:14-68)			-	0.0%
Leases - Local Municipality (N.J.S.A. 40A:14-83)			-	0.0%
Rental Income			-	0.0%
Total Miscellaneous Anticipated Revenues	-	-	-	0.0%
Sale of Assets (List Individually)				
Asset #1			-	0.0%
Asset #2			-	0.0%
Asset #3			-	0.0%
Asset #4			-	0.0%
Total Sale of Assets	-	-	-	0.0%
nterest on Investments & Deposits (List Accounts Separately)				-
Investment Account #1	15,291.00		15,291.00	100.0%
Investment Account #2	17,502.00		17,502.00	100.0%
Investment Account #3			-	0.0%
Investment Account #4			-	0.0%
Total Interest on Investments & Deposits	32,793.00	-	32,793.00	100.0%
Other Revenue (List in Detail)				-
Other Revenue #1			-	0.0%
Other Revenue #2			-	0.0%
Other Revenue #3			-	0.0%
Other Revenue #4			-	0.0%
Total Other Revenue	-	-	-	0.0%
Operating Grant Revenue (List in Detail)				
Supplemental Fire Service Act (P.L.1985,c.295)	2,631.00	2,631.00	-	0.0%
Other Grant #1			-	0.0%
Other Grant #2			-	0.0%
Other Grant #3			-	0.0%
Other Grant #4			-	0.0%
Other Grant #5			-	0.0%
Total Operating Grant Revenue	2,631.00	2,631.00	-	0.0%
Revenues Offset with Appropriations				
Uniform Fire Safety Act (P.L.1983,c.383)				
Reserves Utilized			-	0.0%
Annual Registration Fees			-	0.0%
Penalties and Fines			-	0.0%
Other Revenues				0.0%
Total Uniform Fire Safety Act	-	-		0.0%
Other Revenues Offset with Appropriations (List)				-
Other Offset Revenues #1			-	0.0%
			-	0.0%
Other Offset Revenues #2				0.0%
Other Offset Revenues #2 Other Offset Revenues #3			-	0.07
			-	
Other Offset Revenues #3				0.0%
Other Offset Revenues #3 Other Offset Revenues #4			- - - -	0.0% 0.0% 0.0%

## FIRE DISTRICT PROPOSED REVENUES REVENUE DETAIL PAGE

Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

Use the space below to provide further detail of any Revenues listed on "F-2 Revenues (Proposed)"

Line Item:	Proposed 2024 Amount	Adopted 2023 Amount	\$ Change Proposed vs. Adopted	% Change Proposed vs. Adopted
			-	0.0%
			-	0.0%
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## FIRE DISTRICT PROPOSED REVENUES REVENUE DETAIL PAGE

Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

Use the space below to provide further detail of any Revenues listed on "F-2 Revenues (Proposed)"

Line Item:	Proposed 2024 Amount	Adopted 2023 Amount	\$ Change Proposed vs. Adopted	% Change Proposed vs. Adopted
			-	0.0%
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			-	0.0%

Mon	mouth			
			\$ Increase	% Increase
			(Decrease)	(Decrease)
	2024 Proposed	2023 Adopted	Proposed vs.	Proposed vs.
	Budget	Budget	Adopted	Adopted
Administration - Personnel	04 400 00	02 202 02	707.00	1.00/
Salary & Wages (excluding Commissioners)	84,190.00	83,393.00	797.00	1.0%
Commissioners	56,520.00	56,520.00	-	0.0%
Fringe Benefits	23,400.00	23,400.00	- 797.00	0.0%
Total Administration - Personnel Administration - Other (List)	164,110.00	163,313.00	/97.00	0.5%
Professional Services	120,000.00	120,000.00	_	0.0%
Communication Expense	20,000.00	20,000.00	_	0.0%
Other Administrative - See Detail	55,895.00	55,895.00	-	0.0%
Contingent Expenses	2,500.00	2,500.00	-	0.0%
Office Furniture, File Cabinets, etc.	7,000.00	7,000.00	-	0.0%
Other Assets, Non-Bondable #2	.,	.,	-	0.0%
Other Assets, Non-Bondable #3			-	0.0%
Total Administration - Other	205,395.00	205,395.00	-	0.0%
Total Administration	369,505.00	368,708.00	797.00	0.2%
Cost of Operations & Maintenance - Personnel	·	· · · · ·		
Salary & Wages	133,056.00	130,596.00	2,460.00	1.9%
Fringe Benefits	10,381.00	10,381.00	-	0.0%
Total Operations & Maintenance - Personnel	143,437.00	140,977.00	2,460.00	1.7%
Cost of Operations & Maintenance - Other (List)				
Insurance	145,000.00	140,000.00	#REF!	0.0%
Fire Protection	155,937.00	149,940.00	(4,940.00)	-3.3%
Other Operations & Maintenance Expense (See Detail)	601,936.00	357,391.00	244,545.00	68.4%
Contingent Expenses	6,000.00	6,000.00	-	0.0%
Emergency Lights, Rope< etc.	50,000.00	50,000.00	-	0.0%
Rescue Equipment	10,000.00	10,000.00	-	0.0%
Other Assets, Non-Bondable #3				0.0%
Total Operations & Maintenance - Other	968,873.00	713,331.00	255,542.00	35.8%
Total Operations & Maintenance	1,112,310.00	854,308.00	258,002.00	30.2%
Appropriations Offset with Revenue - Personnel				
Salary & Wages	-		-	0.0%
Fringe Benefits				0.0%
Total Appropriations Offset with Revenue - Personnel	-	-	-	0.0%
Appropriations Offset with Revenue - Other (List)				0.0%
Other Expense #1 Other Expense #2			-	0.0% 0.0%
Other Expense #2			-	0.0%
Contingent Expenses			-	0.0%
Other Assets, Non-Bondable #1				0.0%
Other Assets, Non-Bondable #2			-	0.0%
Other Assets, Non-Bondable #2			-	0.0%
Total Appropriations Offset with Revenue - Other		-		0.0%
Total Appropriations Offset with Revenue	-			0.0%
Duly Incorporated First Aid/Rescue Squad Associations				
Vehicles			-	0.0%
Equipment			-	0.0%
Materials & Supplies			-	0.0%
Total Duly Incorporated First Aid/Rescue Squad Associations	-	-	-	0.0%
Emergency Appropriations & Deferred Charges (List)				
Emergency Appropriation #1			-	0.0%
Emergency Appropriation #2			-	0.0%
Emergency Appropriation #3			-	0.0%
Deferred Charge #1 (cite statute)			-	0.0%
Deferred Charge #2 (cite statute)			-	0.0%
Declared State of Emergency (N.J.S.A. 40A:4-45.45 10b)				0.0%
Total Deferred Charges	-			0.0%
Cash Deficit, Preceding Year (N.J.S.A. 40A:14-78.6)			-	0.0%
Length of Service Award Program (LOSAP) Contribution (N.J.S.A. 40A:14-78.6)	36,800.00	36,800.00	-	0.0%
Total Capital Appropriations	2,017,751.00	190,000.00	1,827,751.00	962.0%
Total Principal Payments on Debt Service	85,000.00	80,000.00	5,000.00	6.3%
Total Interest Payments on Debt	15,625.00	19,750.00	(4,125.00)	-20.9%
TOTAL APPROPRIATIONS	3,636,991.00	1,549,566.00	2,087,425.00	134.7%

Page F-3

## FIRE DISTRICT PROPOSED APPROPRIATIONS APPROPRIATION DETAIL PAGE

Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

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

Line Item:	Proposed 2024 Amount	Adopted 2023 Amount	\$ Change Proposed vs. Adopted	% Change Proposed vs. Adopted
Other Administrative Expense:			#VALUE!	0.0%
Election	6,000.00	6,000.00	-	0.0%
Office Expense	7,000.00	7,000.00	-	0.0%
Travel Expense	20,000.00	20,000.00	-	0.0%
Payroll Tax Expense	20,895.00	20,895.00	-	0.0%
Membership & Dues	2,000.00	2,000.00	-	0.0%
			-	0.0%
Totals	55,895.00	55,895.00	-	0.0%
	,		-	0.0%
Other Operations & Maintenance:			-	0.0%
Membership & Dues	2,000.00	2,000.00	-	0.0%
Professional Services - Health etc.	7,000.00	5,000.00	2,000.00	40.0%
Professional Services - Physicals	7,000.00	7,000.00	-	0.0%
Supplies - Fuel	10,000.00	10,000.00	-	0.0%
Supplies - Gas	10,000.00	10,000.00	-	0.0%
Training & Education	8,000.00	8,000.00	-	0.0%
Travel Expenses	13,000.00	13,000.00	-	0.0%
Uniforms & Personal Equipment	40,000.00	30,000.00	10,000.00	33.3%
Communication Equipment	30,000.00	30,000.00	-	0.0%
Fire Hydrant Services	30,000.00	30,000.00	-	0.0%
Contracted Services - Vol. Fire Co.	53,436.00	50,891.00	2,545.00	5.0%
Promotion	9,000.00	9,000.00	-	0.0%
Maintenance	50,000.00	50,000.00	-	0.0%
Repairs	60,000.00	60,000.00	-	0.0%
Computer	40,000.00	30,000.00	10,000.00	33.3%
Dispatch Service Fee - County	12,500.00	12,500.00	-	0.0%
2 Chief's Vehicles	160,000.00		160,000.00	100.0%
Aircylinders	60,000.00		60,000.00	100.0%
			-	0.0%
Totals	601,936.00	357,391.00	244,545.00	68.4%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%
			-	0.0%

Page F-3 (Detail)

## FIRE DISTRICT PROPOSED APPROPRIATIONS APPROPRIATION DETAIL PAGE

Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

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

Line Item:	Proposed 2024 Amount	Adopted 2023 Amount	\$ Change Proposed vs. Adopted	% Change Proposed vs. Adopted
			-	0.0%
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		F-3 (Detail 2)	-	0.0%

## FIRE DISTRICT PROPOSED APPROPRIATIONS APPROPRIATION DETAIL PAGE

Manalapan Township FD No. 2

#### FISCAL YEAR: January 1, 2024 to December 31, 2024

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

Line Item:	Proposed 2024 Amount	Adopted 2023 Amount	\$ Change Proposed vs. Adopted	% Change Proposed vs. Adopted
			-	0.0%
			-	0.0%
			-	0.0%
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						2024 Proposed							20	24 Proposed
	Administrative Positions Excluding Commissioners (List	Number			I	Budget Salary &			PFRS	Employee Group	Oth	er Fringe	Βι	udget Fringe
	Individually)	of Staff	An	nual Wages		Wages	PE	RS Contribution	Contribution	Health Insurance	В	enefits		Benefits
	Freasurer	1.00	\$	7,602.00	\$	7,602.00	\$	1,237.00			\$	1,915.00	\$	3,152.00
	Secretary	1.00	\$	7,602.00	\$	7,602.00					\$	-	\$	-
	Administrator	1.00	\$	24,600.00	\$	24,600.00	\$	4,806.00			\$	7,436.00	\$	12,242.00
	nformation Technology	1.00	\$	16,086.00	\$	16,086.00	\$	3,143.00			\$	4,863.00	\$	8,006.00
I	-inancial Bookeeper	1.00	\$	28,300.00	\$	28,300.00							\$	-
	Position #6				\$	-							\$	-
	Position #7				\$	-							\$	-
- 1	Position #8				\$	-							\$	-
	Total Administration	5.00	_		\$	84,190.00	\$	9,186.00	\$ -	\$-	\$	14,214.00	\$	23,400.00

Operation & Maintenance Positions Individually)	(List Number of Staff	Ann	nual Wages	2024 Proposed udget Salary & Wages	PE	RS Contribution	PFRS Contribution	Employee Group Health Insurance	Other Fringe Benefits	24 Proposed Idget Fringe Benefits
Vehicle Maintenance Manager	1.00	\$	7,602.00	\$ 7,602.00	\$	1,192.00			\$ 1,846.00	\$ 3,038.00
Vehicle Maintenance Assistant	1.00	\$	7,754.00	\$ 7,754.00	\$	1,515.00			\$ 2,344.00	\$ 3,859.00
Training Officer	1.00	\$	7,002.00	\$ 7,002.00	\$	1,368.00			\$ 2,116.00	\$ 3,484.00
Personnel / Drivers / Per Diem	5.00	\$	18,597.20	\$ 92,986.00						\$ -
Training Director	1.00	\$	8,856.00	\$ 8,856.00						\$ -
Personnel Director	1.00	\$	8,856.00	\$ 8,856.00						\$ -
Position #7				\$ -						\$ -
Position #8				\$ -						\$ -
Position #9				\$ -						\$ -
Position #10				\$ -						\$ -
Position #11				\$ -						\$ -
Position #12				\$ -						\$ -
Position #13				\$ -						\$ -
Position #14				\$ -						\$ -
Total Operation & Maintenance	10.00			\$ 133,056.00	\$	4,075.00	\$-	\$-	\$ 6,306.00	\$ 10,381.00

			20	24 Proposed						2	024 Proposed
Salary Offset by Revenue Positions	Number		Bu	dget Salary &			PFRS	Employee Group	Other	Fringe	Budget Fringe
(List Individually)	of Staff	Annual Wages		Wages	PERS	Contribution	Contribution	Health Insurance	Ben	efits	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	15.00		\$	217,246.00	\$	13,261.00	\$-	\$-	\$2	0,520.00 \$	33,781.00

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

List Project Separately	Asset Type	Time of General Election February or November	Date of Approval	Affirmative Vote Percentage	2024 Proposed Budget	2023 Adopted Budget
Ladder Truck	Fire Apparatus	February	06/28/23	100%	\$ 1,827,751.00	
Capital Improvement #2						
Capital Improvement #3						
Capital Improvement #4						
Capital Improvement #5						
Capital Improvement #6						
Capital Improvement #7						
Total Capital Improvements					\$ 1,827,751.00	\$-
DOWN PAYMENTS/CAPITAL FINANCED IMPROVEMENTS List Project Separately	(N.J.S.A. 40A:14-85) Asset Type	Date of Local Finance Board Approval	Date of Voter Approval	Affirmative Vote Percentage	2024 Proposed Budget	2023 Adopted Budget
Capital Improvement #1						
Capital Improvement #2						
Capital Improvement #3						
Capital Improvement #4						
Capital Improvement #5						
Capital Improvement #6						
Capital Improvement #7						
Total Down Payments					\$-	\$-

Total Capital Improvements & Down Payments 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 1,827,751.00 \$

2,017,751.00 \$

1,827,751.00

190,000.00 \$

190,000.00

190,000.00

\$

\$

Ś

\$

	Date of Voter	% of Voter	Date of Local Finance Board	Cu	rrent Year	2024							_		al Principal
	Approval	Approvai	Approval		2023	 2024	 2025	2026	2027	2028	2	029	Thereafter	01	itstanding
General Obligation Bonds															
MCIA Bond - 2017	02/21/15	100%	12/14/16	Ş	80,000.00	\$ 85,000.00	\$ 85,000.00 \$	90,000.00 \$	95,000.00					\$	355,000.00
General Obligation Bond #2														Ş	-
General Obligation Bond #3														Ş	-
General Obligation Bond #4							 						<u>.</u>	Ş	-
Total Principal - General Oblig	gation Bonds	S		\$	80,000.00	\$ 85,000.00	\$ 85,000.00 \$	90,000.00 \$	95,000.00 \$		- \$	-	·\$.	\$	355,000.00
Bond Anticipation Notes															
BAN #1															-
BAN #2															-
BAN #3															-
BAN #4															-
Total Principal - BANs					-	 -	 -	-	-		-	-			-
Capital Leases															
Capital Lease #1															
Capital Lease #2															
Capital Lease #3															
Capital Lease #4															
Total Principal - Capital Leases	S			-		 									
Intergovernmental Loans															
Intergovernmental #1															
Intergovernmental #2															
Intergovernmental #3															
Intergovernmental #4															
Total Principal - Intergovernm	nental Loans	;				 									
Other Bonds or Notes Payable															
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					 									
TOTAL PRINCIPAL ALL OBLIGATIO	DNS				80,000.00	 85,000.00	 85,000.00	90,000.00	95,000.00						355,000.00

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

									Total Interest Payments
	Current Year 2023	2024	2025	2026	2027	2028	2029	Thereafter	Outstanding
General Obligation Bonds	· ·								
MCIA Bond - 2017	19,750.00	15,625.00	11,375.00	7,000.00	2,375.00				36,375.00
General Obligation Bond #2									
General Obligation Bond #3									
General Obligation Bond #4									
Total Interest - General Obligation Bonds	19,750.00	15,625.00	11,375.00	7,000.00	2,375.00				36,375.00
Bond Anticipation Notes									
BAN #1									
BAN #2									
BAN #3									
BAN #4									
Total Interest Payments - BANs									
Capital Leases									
Capital Lease #1									
Capital Lease #2									
Capital Lease #3									
Capital Lease #4									
Total Interest Payments - Capital Leases									
Intergovernmental Loans									
Intergovernmental #1									
Intergovernmental #2									
Intergovernmental #3									
Intergovernmental #4									
Total Interest Payments - Intergovernmental									
Other Bonds or Notes Payable									
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									
TOTAL INTEREST ALL OBLIGATIONS	19,750.00	15,625.00	11,375.00	7,000.00	2,375.00				36,375.00

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.

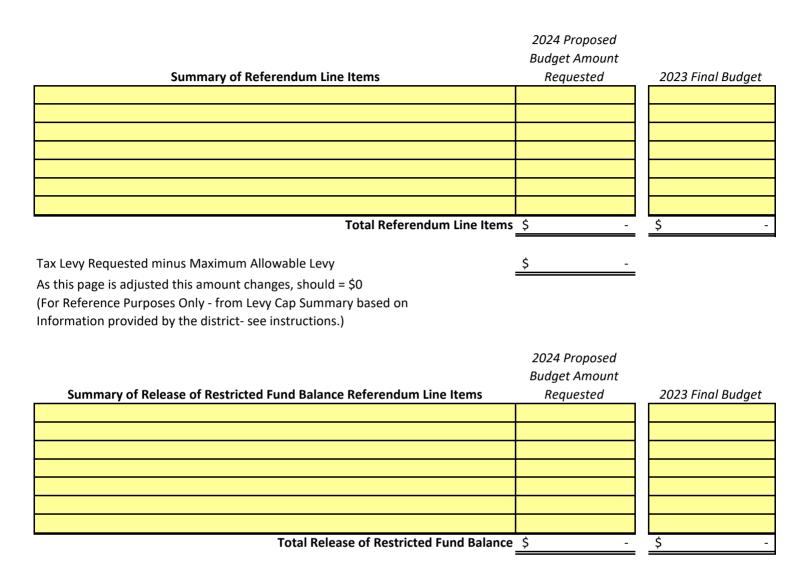
Capital Appropriations Offset with Restricted Fund Capital Appropriations Offset with Grants Capital Appropriations Offset with Unrestricted Fund

nd		
Fund		

#### UNRESTRICTED FUND BALANCE

Beginning balance January 1, 2023 (1)	\$ 1,755,322.00
Plus: Accrued Unfunded Pension Liability (1)	
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	
Less: Utilized in 2023 Adopted Budget	\$ 196,935.00
Proposed balance available	\$ 1,558,387.00
Estimated results of operations for the year ending December 31, 2023	\$ 361,000.00
Anticipated balance December 31, 2023	\$ 1,919,387.00
Less: Fund Balance utilized in 2024 Proposed Budget	\$ 212,948.00
Proposed balance after utilization in 2024 Proposed Budget	\$ 1,706,439.00
RESTRICTED FUND BALANCE	
Beginning balance January 1, 2023 (1)	\$ 2,211,584.00
Less: Utilized in 2023 Adopted Budget	\$ -
Proposed balance available	\$ 2,211,584.00
Estimated results of operations for the year ending December 31, 2023	\$ 190,000.00
Anticipated balance December 31, 2023	\$ 2,401,584.00
Less: Restricted Fund Balance used in 2024 Proposed Budget for Capital Purposes	\$ 1,827,751.00
Less: Restricted Fund Balance released via Referendum Resolution	\$ -
Proposed balance after utilization in 2024 Proposed Budget	\$ 573,833.00

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



LEVY CAP CALCULATION		
Prior Year Amount to be Raised by Taxation for Fire District Purposes		1,350,000.00
Changes in Service Provider (+/-)		-
DLGS Approved Adjustments		-
Net Prior Year Tax Levy for Municipal Purposes for Cap Calculation		1,350,000.00
Plus: 2% Cap Increase		27,000.00
ADJUSTED TAX LEVY PRIOR TO EXCLUSIONS		1,377,000.00
Exclusions		
Shared Service Exclusion		-
Change in Total Debt Service Appropriation		875.00
Allowable Pension Increases		13,261.00
Allowable Increase in Health Care Costs		-
Changes in LOSAP Contributions (+/-)		-
Extraordinary Costs due to a "Declared" Emergency		-
Net Capital Improvement Fund and/or Down Payment on Improvements		-
Total Exclusions		14,136.00
Less: Cancelled or Unexpended Referendum Amounts		-
Increase in Ratable Valuation (New Construction/Additions)	41,010,779.00	
Prior Year Local Fire District Tax Rate (3 decimals/\$100)	\$0.036	14,763.88
ADJUSTED TAX LEVY		1,405,899.88
Amount Utilized from Levy Cap Bank from 2021		77,429.00
Amount Utilized from Levy Cap Bank from 2022		73,787.00
Amount Utilized from Levy Cap Bank from 2023		63,687.00
Maximum Tax Levy Before Referendum		1,620,802.88
Amount Proposed for Levy Cap Referendum		-
MAXIMUM ALLOWABLE AMOUNT TO BE RAISED BY TAXATION		1,620,802.88
CAP BANK CALCULATION		
Amount to be Raised by Taxation	1,560,868.00	
Cap Bank Available from Prior Year (2021) for 2024 Budget	77,429.00	
Cap Bank Available from Prior Year (2022) for 2024 Budget	73,787.00	
Revised Cap Bank from Prior Year (2023) Available for 2024 Budget		-
Cap Bank Available from Prior Year (2023) for 2024 Budget	63,867.00	
Revised Cap Bank from Prior Year (2023) Available for 2025 Budget		180.00
Cap Bank from Current Year (2024) Available for 2025 Budget		(154,968.12)
Cap Bank Available from (2024) for 2025 Budget		59,934.88

	-	Health Co	are Costs	Pensio	n Costs	Debt Serv	vice Costs	Capital Impro	vement Costs	Declared Em	ergency Costs	Total Shared	Services Cost	Salary	/ Costs	Other	r Costs	То	otal
Name of Entity Providing Service	Type of Shared Service Provided (List Each Separately)	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted
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Total		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

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PENSION CONTRIBUTION CALCULATION		
2024 Proposed Budget PERS Contribution Appropriated	\$	13,261.00
2024 Proposed Budget PFRS Contribution Appropriated	\$	-
Anticipated Revenues for Fringe Benefits Directly Offsetting Pension Costs	\$ \$	-
Net 2024 Base Amount	\$	13,261.00
2023 Adopted Budget PERS Contribution		
2023 Adopted Budget PFRS Contribution		
Realized Revenues for Fringe Benefits Directly Offsetting Pension Costs	_	
Net 2023 Base Amount	\$	-
Pension Contribution Exclusion	Ş	13,261.00
LOSAP CALCULATION		
2024 Proposed Budget LOSAP Appropriation	\$	36,800.00
2023 Adopted Budget LOSAP Appropriation	\$ \$	36,800.00
LOSAP Exclusion (+/-)	\$	-
DEBT SERVICE CALCULATION		
2024 Proposed Budget Total Debt Service Appropriation	\$	100,625.00
2024 Proposed Budget Debt Service Appropriation Offset from Restricted Fund	\$	-
2024 Proposed Budget Debt Service Appropriation Offset from Grant Revenue	\$	-
2024 Proposed Budget Debt Service Appropriation Offset from Unrestricted Fund	\$	-
2024 Base Amount	\$	100,625.00
2023 Adopted Budget Total Debt Service Appropriation	\$	99,750.00
2023 Adopted Budget Debt Service Appropriation Offset from Restricted Fund	\$	-
2023 Adopted Budget Debt Service Appropriation Offset from Grant Fund	\$	-
2023 Adopted Budget Debt Service Appropriation Offset from Unrestricted Fund	\$	-
2023 Base Amount	\$	99,750.00
Debt Service Exclusion	\$	875.00
	Ŷ	0,0.00
CAPITAL APPROPRIATION CALCULATION	<u> </u>	2 047 754 00
2024 Proposed Budget Total Capital Appropriation	\$	2,017,751.00
2024 Proposed Budget Capital Appropriation Offset from Restricted Fund	\$	1,827,751.00
2024 Proposed Budget Capital Appropriation Offset from Grant Revenue 2024 Proposed Budget Capital Appropriation Offset from Unrestricted Fund	\$	-
2024 Proposed Budget Capital Appropriation Onset nom Onestituted Fund	\$ \$	190,000.00
2024 Base Another 2023 Adopted Budget Total Capital Appropriation	\$	190,000.00
2023 Adopted Budget Capital Appropriation Offset from Restricted Fund	ې خ	-
2023 Adopted Budget Capital Appropriation Offset from Grant Revenue	\$	-
2023 Adopted Budget Capital Appropriation Offset from Unrestricted Fund	\$	-
2023 Base Amount	\$	190,000.00
Capital Expenditure Exclusion	\$	-
HEALTH INSURANCE EXCLUSION CALCULATION SFY 2024		7.4%
2024 Proposed Budget Administration Health Insurance Appropriation	\$	-
2024 Proposed Budget Operations & Maintenance Health Insurance Appropriation	\$ \$	-
2024 Proposed Budget Group Health Insurance	\$	
2023 Adopted Budget Administration Health Insurance Appropriation	-	
2023 Adopted Budget Operations & Maintenance Health Insurance Appropriation		
2023 Adopted Budget Group Health Insurance	- <u>.</u>	
Net Increase (Decrease)	\$	
Net mercase (Decrease)	\$ \$	
Net Increase Divided by 2023 Amount Budgeted = % Increase	\$ \$	- 0.00%
	\$ \$	- 0.00% 0.00%
Net Increase Divided by 2023 Amount Budgeted = % Increase	\$ \$	
Net Increase Divided by 2023 Amount Budgeted = % Increase SFY 2024 State Health Average 7.4% Less 2% = % Increase Added to Current Levy	\$ \$ \$	0.00%
Net Increase Divided by 2023 Amount Budgeted = % Increase SFY 2024 State Health Average 7.4% Less 2% = % Increase Added to Current Levy % Increase less % Increase Exclusion = % Increase Inside Cap % Increase Inside Cap * 2023 Expended = Added Amount Inside Cap % Increase Exclusion * 2023 Expended = 2024 Appropriation Added to Levy	\$ \$ \$	0.00%
Net Increase Divided by 2023 Amount Budgeted = % Increase SFY 2024 State Health Average 7.4% Less 2% = % Increase Added to Current Levy % Increase less % Increase Exclusion = % Increase Inside Cap % Increase Inside Cap * 2023 Expended = Added Amount Inside Cap % Increase Exclusion * 2023 Expended = 2024 Appropriation Added to Levy Amount Above the Levy Exclusion (Actual Increase - State Health Benefit Average)	\$ \$ \$ \$	0.00%
Net Increase Divided by 2023 Amount Budgeted = % Increase SFY 2024 State Health Average 7.4% Less 2% = % Increase Added to Current Levy % Increase less % Increase Exclusion = % Increase Inside Cap % Increase Inside Cap * 2023 Expended = Added Amount Inside Cap % Increase Exclusion * 2023 Expended = 2024 Appropriation Added to Levy	\$ \$ \$ \$ \$	0.00%