

2019

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

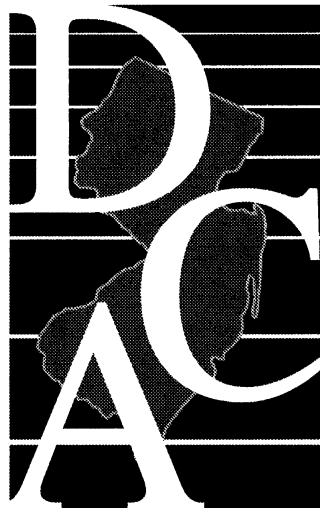
(Fire District name and number)

Fire District Budget

<http://www.mtfcboard.com>

(Fire District Web Address)

Department Of



**Community
Affairs**

Division of Local Government Services

2019 FIRE DISTRICT BUDGET

Certification Section

2019

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

(Fire District Name and Number)

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2019 to December 31, 2019

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By: _____ Date: _____

CERTIFICATION OF ADOPTED BUDGET

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

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

By: _____ Date: _____

2019 PREPARER'S CERTIFICATION

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

(Fire District Name and Number)

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2019 to December 31, 2019

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:	Timothy Kirkland		
Title:	Treasurer		
Address:	P.O. Box 54 Tennent, NJ 07763		
Phone Number:	732.866.8923	Fax Number:	732.462.2523
E-mail address:	kirkland@mtfcboard.com		

2019 PREPARER'S CERTIFICATION OTHER ASSETS

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

(Fire District Name and Number)

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2019 to December 31, 2019

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:	Timothy Kirkland		
Title:	Treasurer		
Address:	P.O. Box 54 Tennent, NJ 07763		
Phone Number:	732.866.8923	Fax Number:	732.462.2523
E-mail address:	kirkland@mtfcboard.com		

2019 APPROVAL CERTIFICATION

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

(Fire District Name and Number)

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2019 to December 31, 2019

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 5th day of December, 2018.

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:	Joseph Spevak		
Title:	Clerk		
Address:	P.O. Box 54 Tennent, NJ 07763		
Phone Number:	732.866.8923	Fax Number:	732.462.2523
E-mail address:	joes61946@verizon.net		

FIRE DISTRICT INTERNET WEBSITE CERTIFICATION

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

- ☒ A description of the Fire District's mission and responsibilities
- ☒ Commencing with 2013, the budgets for the current fiscal year and immediately two prior years
- ☒ The most recent Comprehensive Annual Financial Report (Unaudited) or similar financial information
- ☒ Commencing with 2012, the annual audits of the most recent fiscal year and immediately two prior years
- ☒ The Fire District's rules, regulations and official policy statements deemed relevant by the commissioners to the interests of the residents within the district
- ☒ Notice posted pursuant to the "Open Public Meetings Act" for each meeting of the commissioners, setting forth the time, date, location and agenda of each meeting
- ☒ Beginning January 1, 2013, the approved minutes of each meeting of the commissioners including all resolutions of the commissioners and their committees; for at least three consecutive fiscal years
- ☒ The name, mailing address, electronic mail address and phone number of every person who exercises day-to-day supervision or management over some or all of the operations of the Fire District
- ☒ A list of attorneys, advisors, consultants and any other person, firm, business, partnership, corporation or other 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

Richard Hogan

Title of Officer Certifying compliance

Chairperson

Signature

2019 FIRE DISTRICT BUDGET RESOLUTION

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

(Fire District Name and Number)

FISCAL YEAR: January 1, 2019 to December 31, 2019

WHEREAS, the Annual Budget for the Manalapan Township Fire District No. 2 (the "Fire District") for the fiscal year beginning January 1, 2019 and ending December 31, 2019 has been presented before the Board of Commissioners of the Fire District at its open public meeting of December 5, 2018; 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.) *[Include the following as appropriate: [includes a proposed public referendum in the amount of \$0 in excess of the allowable amount to be raised by taxation][includes a proposed public referendum in the amount of \$0 as an appropriation from restricted fund balance to be used as budget revenue]]*; and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,653,400, which includes an amount to be raised by taxation of \$1,452,333, and Total Appropriations of \$1,653,400; and

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

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

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on December 5, 2018 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2019 and ending December 31, 2019 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 2, 2019.

(Secretary's Signature)

December 5, 2018

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Richard Hogan				
Patrick Flannery				
Timothy Kirkland				
Joseph Spevak				
Richard Primiano				

2019 ADOPTION CERTIFICATION

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

(Fire District Name and Number)

FIRE DISTRICT BUDGET

FISCAL YEAR: January 1, 2019 to December 31, 2019

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 2nd day of January, 2019.

Officer's Signature:			
Name:	Joseph Spevak		
Title:	Clerk		
Address:	P.O. Box 54 Tennent, NJ 07763		
Phone Number:	732.866.8923	Fax Number:	732.462.2523
E-mail address:	joes61946@verizon.net		

2019 ADOPTED BUDGET RESOLUTION

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

(Fire District Name and Number)

FISCAL YEAR: January 1, 2019 to December 31, 2019

WHEREAS, the Annual Budget for the Manalapan Township Fire District No. 2 (the "Fire District") for the fiscal year beginning January 1, 2019 and ending December 31, 2019, has been presented for adoption before the Board of Commissioners of the Fire District at its open public meeting of January 2, 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.) *[Include as appropriate: [includes a proposed public referendum in the amount of \$0 in excess of the allowable amount to be raised by taxation][includes a proposed public referendum in the amount of \$0 as an appropriation from restricted fund balance to be used as budget revenue]]*; and

WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$1,653,400, which includes amount to be raised by taxation of \$1,452,333, and Total Appropriations of \$1,653,400; 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 January 2, 2019 that the Annual Budget of the Fire District for the fiscal year beginning January 1, 2019 and ending December 31, 2019, is hereby adopted and, *[subject to the proposed referendum being approved by 50 percent of the voters]* shall constitute appropriations for the purposes stated and authorization of Total Revenues of \$1,653,400, which includes amount to be raised by taxation of \$1,452,333, and Total Appropriations of \$1,653,400; 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)

January 2, 2019

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Richard Hogan				
Patrick Flannery				
Timothy Kirkland				
Joseph Spevak				
Richard Primiano				

2019 FIRE DISTRICT BUDGET

Financial Schedules Section

2019 Budget Summary

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2 MONMOUTH COUNTY

	<i>2019 Proposed Budget</i>	<i>2018 Adopted Budget</i>	<i>\$ Increase (Decrease) Proposed vs. Adopted</i>	<i>% Increase (Decrease) Proposed vs. Adopted</i>
REVENUES AND FUND BALANCE UTILIZED				
Total Fund Balance Utilized	\$ 201,067	\$ 88,852	\$ 112,215	126.3%
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	201,067	88,852	112,215	126.3%
Amount to be Raised by Taxation to Support Budget	1,452,333	1,419,262	33,071	2.3%
Total Anticipated Revenues	1,653,400	1,508,114	145,286	9.6%
APPROPRIATIONS				
Total Administration	296,827	285,645	11,182	3.9%
Total Cost of Operations & Maintenance	831,453	797,364	34,089	4.3%
Total Appropriations Offset with Revenue	-	-	-	#DIV/0!
Total Appropriated for Duly Incorporated First Aid/Rescue Squad	-	-	-	#DIV/0!
Total Deferred Charges	-	-	-	#DIV/0!
Cash Deficit, Preceeding Year (N.J.S.A. 40A:14-78.6)	-	-	-	#DIV/0!
Length of Service Award Program (LOSAP) Contribution (P.L.1997,c.388)	51,270	50,880	390	0.8%
Total Capital Appropriations	300,000	200,000	100,000	50.0%
Total Principal Payments on Debt Service	135,000	130,000	5,000	3.8%
Total Interest Payments on Debt	38,850	44,225	(5,375)	-12.2%
Total Appropriations	1,653,400	1,508,114	145,286	9.6%
ANTICIPATED SURPLUS (DEFICIT)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	#DIV/0!

2019 Revenue Schedule

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2 MONMOUTH COUNTY

	2019 Proposed Budget	2018 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
<i>Fund Balance Utilized</i>				
Unrestricted Fund Balance	\$ 101,067	\$ 88,852	\$ 12,215	13.7%
Restricted Fund Balance	100,000	-	100,000	#DIV/0!
Total Fund Balance Utilized	201,067	88,852	112,215	126.3%
<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 & 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!
TOTAL REVENUES AND FUND BALANCE UTILIZED	\$ 201,067	\$ 88,852	\$ 112,215	126.3%

2019 Appropriations Schedule

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2 MONMOUTH COUNTY

	2019 Proposed Budget	2018 Adopted Budget	\$ Increase (Decrease) Proposed vs. Adopted	% Increase (Decrease) Proposed vs. Adopted
<i>Administration - Personnel</i>				
Salary & Wages (excluding Commissioners)	\$ 69,537	\$ 66,226	\$ 3,311	5.0%
Commissioners	\$ 48,810	\$ 46,485	2,325	5.0%
Fringe Benefits	19,980	19,434	546	2.8%
Total Administration - Personnel	138,327	132,145	6,182	4.7%
<i>Administration - Other (List)</i>				
Professional Services	75,000	75,000	-	0.0%
Communication Expense	14,000	14,000	-	0.0%
Other Admin Expense (see F-3.1 for detail)	60,000	55,000	5,000	9.1%
Contingent Expenses	2,500	2,500	-	0.0%
Office Furn, Fax, File Cabinets, Copier, and AV Equipment	7,000	7,000	-	0.0%
Other Assets, Non-Bondable #2	-	-	-	#DIV/0!
Other Assets, Non-Bondable #3	-	-	-	#DIV/0!
Total Administration - Other	158,500	153,500	5,000	3.3%
Total Administration	296,827	285,645	11,182	3.9%
<i>Cost of Operations & Maintenance - Personnel</i>				
Salary & Wages	109,605	90,099	19,506	21.6%
Fringe Benefits	3,089	3,006	83	2.8%
Total Operations & Maintenance - Personnel	112,694	93,105	19,589	21.0%
<i>Cost of Operations & Maintenance - Other (List)</i>				
Insurance	140,000	134,000	6,000	4.5%
Rental Charges	133,297	133,297	-	0.0%
Other Operations & Maintenance Expense (see F-3.1 for detail)	369,462	360,962	8,500	2.4%
Contingent Expenses	6,000	6,000	-	0.0%
Other Assets, Non-Bondable (see F-3.1 for detail)	70,000	70,000	-	0.0%
Other Assets, Non-Bondable #2	-	-	-	#DIV/0!
Other Assets, Non-Bondable #3	-	-	-	#DIV/0!
Total Operations & Maintenance - Other	718,759	704,259	14,500	2.1%
Total Operations & Maintenance	831,453	797,364	34,089	4.3%
<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 & 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)	51,270	50,880	390	0.8%
Total Capital Appropriations	300,000	200,000	100,000	50.0%
Total Principal Payments on Debt Service	135,000	130,000	5,000	3.8%
Total Interest Payments on Debt	38,850	44,225	(5,375)	-12.2%
TOTAL APPROPRIATIONS	\$ 1,653,400	\$ 1,508,114	\$ 145,286	9.6%

Manalapan Township Fire District No. 2
2019 Fire District Budget
Additional Expenses For Appropriation Schedule (F-3)

	2019	2018
Administration - Other		
Election	\$ 3,000	\$ 3,000
Membership & Dues	2,000	2,000
Office Expenses	6,000	6,000
Payroll Taxes	24,000	24,000
Travel Expenses	25,000	20,000
Total - Other Admin Expenses	<u>\$ 60,000</u>	<u>\$ 55,000</u>
Cost of Operations & Maintenance - Other		
Membership & Dues	\$ 2,000	\$ 2,000
Professional Services/Health & Fitness	10,000	10,000
Professional Services/Physicals	11,000	11,000
Supplies Expense - Fuel	20,000	20,000
Training and Education	6,000	6,000
Travel Expenses	15,000	10,000
Uniforms and Personal Equipment	30,000	30,000
Communication Equipment	50,000	50,000
Fire Hydrant Rentals or Services	35,000	29,000
Contract Services Provided By Vol. Fire Co. (1 yr)	43,962	43,962
Promotion	9,000	9,000
Maintenance	50,000	65,000
Repairs	50,000	40,000
Computer Expense	25,000	25,000
Dispatch Service Fee - County	12,500	10,000
Total - Other Operations & Maintenance Expense	<u>\$ 369,462</u>	<u>\$ 360,962</u>
Valves, Nozzles, Hand Tools , Fire Extinguishers & Rescue Equipment (Rope, Harnesses)	\$ 10,000	\$ 10,000
Emergency Lights, Rope, Foam, Hose & Lockers	60,000	60,000
Total Other Assets, Non-Bondable	<u>\$ 70,000</u>	<u>\$ 70,000</u>

2019 Schedule of Salaries and Benefits

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2 MONMOUTH COUNTY

<i>Administrative Positions Excluding Commissioners (List Individually)</i>	<i>Number of Staff</i>	<i>Annual Wages</i>	<i>2019 Proposed Budget Salary & Wages</i>	<i>PERS Contribution</i>	<i>PFRS Contribution</i>	<i>Employee Group Health Insurance</i>	<i>Other Fringe Benefits</i>	<i>2019 Proposed Budget Fringe Benefits</i>
Treasurer	1	\$ 5,361	\$ 5,361	\$ 1,022	\$ -	\$ -	\$ 647	\$ 1,669
Secretary	1	5,361	5,361	-	-	-	-	-
Administrator	1	20,746	20,746	3,955	-	-	2,504	6,459
Information Technology	1	13,624	13,624	2,597	-	-	1,644	4,241
Bookkeeper	1	24,445	24,445	4,660	-	-	2,951	7,611
Position #6			-					-
Position #7			-					-
Position #8			-					-
Total Administration			\$ 69,537	\$ 12,234	\$ -	\$ -	\$ 7,746	\$ 19,980

<i>Operation & Maintenance Positions (List Individually)</i>	<i>Number of Staff</i>	<i>Annual Wages</i>	<i>2019 Proposed Budget Salary & Wages</i>	<i>PERS Contribution</i>	<i>PFRS Contribution</i>	<i>Employee Group Health Insurance</i>	<i>Other Fringe Benefits</i>	<i>2019 Proposed Budget Fringe Benefits</i>
Vehicle Maintenance - Manager	1	\$ 3,360	\$ 3,360	\$ 640	\$ -	\$ -	\$ 406	\$ 1,046
Vehicle Maintenance	1	6,565	6,565	1,251	-	-	792	2,043
Training Officer	1	5,930	5,930	-	-	-	-	-
Other House Officer/Drivers	5	15,750	78,750	-	-	-	-	-
Personnel Director	1	7,500	7,500	-	-	-	-	-
Training Director	1	7,500	7,500	-	-	-	-	-
Position #7			-					-
Position #8			-					-
Position #9			-					-
Position #10			-					-
Position #11			-					-
Position #12			-					-
Position #13			-					-
Position #14			-					-
Total Operation & Maintenance			\$ 109,605	\$ 1,891	\$ -	\$ -	\$ 1,198	\$ 3,089

<i>Salary Offset by Revenue Positions (List Individually)</i>	<i>Number of Staff</i>	<i>Annual Wages</i>	<i>2019 Proposed Budget Salary & Wages</i>	<i>PERS Contribution</i>	<i>PFRS Contribution</i>	<i>Employee Group Health Insurance</i>	<i>Other Fringe Benefits</i>	<i>2019 Proposed Budget Fringe Benefits</i>
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			\$ 179,142	\$ 14,125	\$ -	\$ -	\$ 8,944	\$ 23,069
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2019 Proposed Capital Budget

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2 MONMOUTH COUNTY

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

<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>2019 Proposed Budget</i>	<i>2018 Adopted Budget</i>
Paving and Stripping of Lot	Land	N/A	02/17/18	99%	\$ 100,000	\$ -
Capital Improvement #2						
Capital Improvement #3						
Capital Improvement #4						
Capital Improvement #5						
Capital Improvement #6						
Capital Improvement #7						
Total Capital Improvements					100,000	-

DOWN PAYMENTS (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>2019 Proposed Budget</i>	<i>2018 Adopted Budget</i>
Capital Improvement #1						
Capital Improvement #2						
Capital Improvement #3						
Capital Improvement #4						
Capital Improvement #5						
Capital Improvement #6						
Capital Improvement #7						
Total Down Payments					-	-
Total Capital Improvements & Down Payments					100,000	-
RESERVE FOR FUTURE CAPITAL OUTLAYS					200,000	200,000
TOTAL CAPITAL APPROPRIATIONS					\$ 300,000	\$ 200,000

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. 2 MONMOUTH COUNTY

	Date of Voter Approval	% of Voter Approval	Date of Local Finance Board Approval	Current Year (2018)	2019	2020	2021	2022	2023	2024	Thereafter	Total Principal Outstanding
<i>General Obligation Bonds</i>												
Fire District Bonds - 2010	12/15/07	60%	01/14/09	\$ 70,000	\$ 70,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140,000
MCIA Bond - 2017	02/21/15	100%	12/14/16	60,000	65,000	70,000	70,000	75,000	80,000	85,000	270,000	715,000
General Obligation Bond #3												-
General Obligation Bond #4												-
Total Principal - General Obligation Bonds				130,000	135,000	140,000	70,000	75,000	80,000	85,000	270,000	855,000
<i>Bond Anticipation Notes</i>												
BAN #1												-
BAN #2												-
BAN #3												-
BAN #4												-
Total Principal - BANs				-	-	-	-	-	-	-	-	-
<i>Capital Leases</i>												
Capital Lease #1												-
Capital Lease #2												-
Capital Lease #3												-
Capital Lease #4												-
Total Principal - Capital Leases				-	-	-	-	-	-	-	-	-
<i>Intergovernmental Loans</i>												
Intergovernmental #1												-
Intergovernmental #2												-
Intergovernmental #3												-
Intergovernmental #4												-
Total Principal - Intergovernmental Loans				-	-	-	-	-	-	-	-	-
<i>Other Bonds or Notes Payable</i>												
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 OBLIGATIONS				\$ 130,000	\$ 135,000	\$ 140,000	\$ 70,000	\$ 75,000	\$ 80,000	\$ 85,000	\$ 270,000	\$ 855,000

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. 2 MONMOUTH COUNTY

	Current Year (2018)	2019	2020	2021	2022	2023	2024	Thereafter	Total Interest Payments Outstanding
<i>General Obligation Bonds</i>									
Fire District Bonds - 2010	\$ 7,875	\$ 4,725	\$ 1,575	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,300
MCIA Bond - 2017	36,350	34,125	30,750	27,250	23,625	19,750	15,625	20,750	171,875
General Obligation Bond #3									-
General Obligation Bond #4									-
Total Interest - General Obligation Bonds	44,225	38,850	32,325	27,250	23,625	19,750	15,625	20,750	178,175
<i>Bond Anticipation Notes</i>									
BAN #1									-
BAN #2									-
BAN #3									-
BAN #4									-
Total Interest Payments - BANs	-	-	-	-	-	-	-	-	-
<i>Capital Leases</i>									
Capital Lease #1									-
Capital Lease #2									-
Capital Lease #3									-
Capital Lease #4									-
Total Interest Payments - Capital Leases	-	-	-	-	-	-	-	-	-
<i>Intergovernmental Loans</i>									
Intergovernmental #1									-
Intergovernmental #2									-
Intergovernmental #3									-
Intergovernmental #4									-
Total Interest Payments - Intergovernmental	-	-	-	-	-	-	-	-	-
<i>Other Bonds or Notes Payable</i>									
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	\$ 44,225	\$ 38,850	\$ 32,325	\$ 27,250	\$ 23,625	\$ 19,750	\$ 15,625	\$ 20,750	\$ 178,175

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		

2019 Fund Balance Reconciliation

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2 MONMOUTH COUNTY

UNRESTRICTED FUND BALANCE

Beginning balance January 1, 2018 (1)	\$ 540,717
Less: Utilized in 2018 Adopted Budget	88,852
Proposed balance available	451,865
Estimated results of operations for the year ending December 31, 2018	185,000
Anticipated balance December 31, 2018	636,865
Less: Fund Balance utilized in 2019 Proposed Budget	101,067
Plus: Accrued Unfunded Pension Liability (1)	-
Plus: Accrued Unfunded Other Post-Employment Benefit Liability (1)	-
Proposed balance after utilization in 2019 Proposed Budget	\$ 535,798

RESTRICTED FUND BALANCE

Beginning balance January 1, 2018 (1)	\$ 984,708
Less: Utilized in 2018 Adopted Budget	-
Proposed balance available	984,708
Estimated results of operations for the year ending December 31, 2018	200,000
Anticipated balance December 31, 2018	1,184,708
Less: Restricted Fund Balance used in 2019 Proposed Budget for Capital Purposes	100,000
Less: Restricted Fund Balance released via Referendum Resolution	-
Proposed balance after utilization in 2019 Proposed Budget	\$ 1,084,708

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

2019 Referendums

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2 MONMOUTH COUNTY

Summary of Referendum Line Items	2019 Proposed Budget Amount Requested	2018 Final Budget
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	2019 Proposed Budget Amount Requested	2018 Final Budget
Total Release of Restricted Fund Balance	\$ -	\$ -

2019 Levy Cap Summary

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2 MONMOUTH COUNTY

LEVY CAP CALCULATION

Prior Year Amount to be Raised by Taxation for Fire District Purposes	\$	1,419,262
Changes in Service Provider (+/-)		-
DLGS Approved Adjustments		-
Net Prior Year Tax Levy for Municipal Purposes for Cap Calculation		<u>1,419,262</u>
Plus: 2% Cap Increase		<u>28,385</u>
ADJUSTED TAX LEVY PRIOR TO EXCLUSIONS		<u>1,447,647</u>

Exclusions

Shared Service Exclusion		-
Change in Total Debt Service Appropriation		-
Allowable Pension Increases		1,428
Allowable Increase in Health Care Costs		-
Changes in LOSAP Contributions (+/-)		390
Extraordinary Costs due to a "Declared" Emergency		-
Net Capital Improvement Fund and/or Down Payment on Improvements and Reserve for Future Capital Outlays		-
Total Exclusions		<u>1,818</u>
Less: Cancelled or Unexpended Referendum Amounts		-
Increase in Ratable Valuation (New Construction/Additions)	\$	8,841,500
Prior Year Local Fire District Tax Rate (3 decimals/\$100)	\$0.053	<u>4,686</u>

ADJUSTED TAX LEVY

Amount Utilized from Levy Cap Bank from 2016		-
Amount Utilized from Levy Cap Bank from 2017		-
Amount Utilized from Levy Cap Bank from 2018		-
Maximum Tax Levy Before Referendum		<u>1,454,151</u>
Amount Proposed for Levy Cap Referendum		-
MAXIMUM ALLOWABLE AMOUNT TO BE RAISED BY TAXATION	<u>\$</u>	<u>1,454,151</u>

CAP BANK CALCULATION

Amount to be Raised by Taxation	\$	1,452,333
Cap Bank Available from Prior Year (2016) for 2019 Budget		27,358
Cap Bank Available from Prior Year (2017) for 2019 Budget		<u>666</u>
Revised Cap Bank from Prior Year (2018) Available for 2019 Budget		666
Cap Bank Available from Prior Year (2018) for 2019 Budget		<u>2,035</u>
Revised Cap Bank from Prior Year (2018) Available for 2020 Budget		2,035
Cap Bank from Current Year (2019) Available for 2020 Budget		<u>1,818</u>
Cap Bank Available from 2019 for 2020 Budget	<u>\$</u>	<u>1,818</u>

2019 Shared Services Exclusion Worksheet

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2
MONMOUTH COUNTY

Name of Entity Providing Service	Type of Shared Service Provided (List Each Separately)	Health Care Costs		Pension Costs		Debt Service Costs		Capital Improvement Costs		Declared Emergency Costs		Total Shared Services Cost Exclusions		Salary Costs		Other Costs		Total	
		Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted	Proposed	Adopted
												\$ -	\$ -					\$ -	\$ -
												-	-					-	-
												-	-					-	-
												-	-					-	-
												-	-					-	-
												-	-					-	-
												-	-					-	-
												-	-					-	-
												-	-					-	-
												-	-					-	-
												-	-					-	-
												-	-					-	-
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

2019 Levy Cap Exclusion Calculations

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2 MONMOUTH COUNTY

PENSION CONTRIBUTION CALCULATION

2019 Proposed Budget PERS Contribution Appropriated	\$ 14,125
2019 Proposed Budget PFRS Contribution Appropriated	-
Anticipated Revenues for Fringe Benefits Directly Offsetting Pension Costs	-
Net 2019 Base Amount	14,125
2018 Adopted Budget PERS Contribution	12,697
2018 Adopted Budget PFRS Contribution	-
Realized Revenues for Fringe Benefits Directly Offsetting Pension Costs	-
Net 2018 Base Amount	12,697
Pension Contribution Exclusion	\$ 1,428

LOSAP CALCULATION

2019 Proposed Budget LOSAP Appropriation	\$ 51,270
2018 Adopted Budget LOSAP Appropriation	50,880
LOSAP Exclusion (+/-)	\$ 390

DEBT SERVICE CALCULATION

2019 Proposed Budget Total Debt Service Appropriation	\$ 173,850
2019 Proposed Budget Debt Service Appropriation Offset from Restricted Fund	-
2019 Proposed Budget Debt Service Appropriation Offset from Grant Revenue	-
2019 Proposed Budget Debt Service Appropriation Offset from Unrestricted Fund	-
2019 Base Amount	173,850
2018 Adopted Budget Total Debt Service Appropriation	174,225
2018 Adopted Budget Capital Appropriation Offset from Restricted Fund	-
2018 Adopted Budget Capital Appropriation Offset from Grant Fund	-
2018 Adopted Budget Capital Appropriation Offset from Unrestricted Fund	-
2018 Base Amount	174,225
Debt Service Exclusion	\$ -

CAPITAL APPROPRIATION CALCULATION

2019 Proposed Budget Total Capital Appropriation	\$ 300,000
2019 Proposed Budget Capital Appropriation Offset from Restricted Fund	100,000
2019 Proposed Budget Capital Appropriation Offset from Grant Revenue	-
2019 Proposed Budget Capital Appropriation Offset from Unrestricted Fund	-
2019 Base Amount	200,000
2018 Adopted Budget Total Capital Appropriation	200,000
2018 Adopted Budget Capital Appropriation Offset from Restricted Fund	-
2018 Adopted Budget Capital Appropriation Offset from Grant Revenue	-
2018 Adopted Budget Capital Appropriation Offset from Unrestricted Fund	-
2018 Base Amount	200,000
Capital Expenditure Exclusion	\$ -

HEALTH INSURANCE EXCLUSION CALCULATION

SFY 2019	0.0%
2019 Proposed Budget Administration Health Insurance Appropriation	\$ -
2019 Proposed Budget Operations & Maintenance Health Insurance Appropriation	-
2019 Proposed Budget Group Health Insurance	-
2018 Adopted Budget Administration Health Insurance Appropriation	-
2018 Adopted Budget Operations & Maintenance Health Insurance Appropriation	-
2018 Adopted Budget Group Health Insurance	-
Net Increase (Decrease)	-
Net Increase Divided by 2018 Amount Budgeted = % Increase	0.00%
SFY 2019 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 * 2018 Expended = Added Amount Inside Cap	\$ -
% Increase Exclusion * 2018 Expended = 2019 Appropriation Added to Levy	\$ -
Amount Above the Levy Exclusion (Actual Increase - State Health Benefit Average)	\$ -
2019 Increase in Appropriation	\$ -

2019 FIRE DISTRICT BUDGET
Narrative and Information Section

2019 FIRE DISTRICT BUDGET MESSAGE & ANALYSIS

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

(Fire District Name and Number)

FISCAL YEAR: January 1, 2019 to December 31, 2019

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

1. Complete a brief statement on the 2019 proposed Annual Budget and make comparison to the 2017 adopted budget. Explain any variances over +/-10% for each line item. Explanations of variances should include a description of the reason for the increase/decrease in the budgeted line item, not just an indication of the amount and percent of the change. Attach any supporting documentation that will help to explain the reason for the increase/decrease in the budgeted line item.

The 2019 budget reflects an increase of approximately \$145,000 or 10%. The increase mainly is from (1) capital appropriation \$100,000 for paving and stripping lot, (2) \$20,000 increase in operating personnel salary & wages as the District in needing two new officers, and (3) \$10,000 increase in travel expenses as expecting more travel will be needed.

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

The 2019 Amount to be Raised by Taxation increased by approximately \$33,000 or 2%. The increase mainly due to anticipating of two new employees. The local fire tax rate is estimated to be \$0.054 per \$100 of assessed value as compared to \$0.053 per \$100 for the 2018 year. The unrestricted fund balance utilized for the 2019 and 2018 is \$101,067 and \$88,852, respectively. The restricted fund balance utilized for 2019 and 2018 was \$100,000 and \$0, respectively. The unrestricted fund balance is increased by \$96,000 or 18%.

3. Include a statement explaining how the Fire District is complying with the Property Tax Levy Cap. The statement must explain reasons for exceeding the Levy Cap and identify the appropriations that caused the 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 two percent (2%) on the amount to be raised by taxation including exclusions. The District is not exceeding the CAP and is not requesting any waivers or submitting any referendums. The District is utilizing fund balance and CAP bank (if needed) to meet the CAP requirements.

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

Not applicable

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

The District appropriates \$100,000 for capital improvement for 2019. The project is funded from capital fund balance. Debt service for 2019 is \$173,850; 2020 is \$172,325; 2021 is \$97,250; 2022 is \$98,625; 2023 is \$99,750; 2024 is \$100,625; 2025 is \$96,375; 2026 is \$97,000, and 2027 is \$97,375.

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

Not applicable

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

Not applicable

8. 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	\$2,712,276,500
Proposed Tax Rate per \$100 of Assessed Valuation	\$0.054

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

No	X	Yes		If yes, how much is appropriated?	\$
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If the public question is defeated, is the Board of Commissioners aware that the budget must be amended to delete the LOSAP appropriation amount and that the Amount to be Raised by Taxation to Support the Budget must be reduced by a like amount?

No	X	Yes	
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FIRE DISTRICT CONTACT INFORMATION

2019

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

Name of Fire District:	Manalapan Township Fire District No. 2		
Address:	P.O. Box 54		
City, State, Zip:	Tennent	NJ	07763
Phone: (ext.)	732.866.8923	Fax:	732.462.2523

Preparer's Name:	Timothy Kirkland		
Preparer's Address:	P.O. Box 54		
City, State, Zip:	Tennent	NJ	07763
Phone: (ext.)	732.866.8923	Fax:	732.462.2523
E-mail:	kirkland@mtfcboard.com		

Chairman:	Richard Hogan		
Phone: (ext.)	732.866.8923	Fax:	732.462.2523
E-mail:	richardhogan27@gmail.com		

Secretary/Treasurer:	Joseph Spevak / Timothy Kirkland		
Phone: (ext.)	732.866.8923	Fax:	732.462.2523
E-mail:	joes61946@verizon.net / kirkland@mtfcboard.com		

Name of Auditor:	Ronald C. Petrics, CPA, RMA, PSA, CMFO, CGMA		
Name of Firm:	WithumSmith+Brown, PC		
Address:	331 Newman Springs Road, Suite 125		
City, State, Zip:	Red Bank	NJ	07701
Phone: (ext.)	732.842.3113	Fax:	732.741.7292
E-mail:	rpetrics@withum.com		

FIRE DISTRICT INFORMATIONAL QUESTIONNAIRE

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

(Fire District Name and Number)

FISCAL YEAR: January 1, 2019 to December 31, 2019

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 YES (Fitness program for members; see Exhibit – I)
 - 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) MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

(Fire District Name and Number)

FISCAL YEAR: January 1, 2019 to December 31, 2019

- 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 EXHIBIT – II

- 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? YES
- 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? YES 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.

SEE EXHIBIT – III

- 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) 1999
- b) 22
- c) 34
- d) Fixed
- e) 51,270
- f) No (VALIC) State Sponsor

FIRE DISTRICT SCHEDULE OF COMMISSIONERS AND OFFICERS

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

(Fire District Name and Number)

FISCAL YEAR: January 1, 2019 to December 31, 2019

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.

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 2017.

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.

Fire District Schedule of Commissioners and Officers (Continued)

**MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2
MONMOUTH COUNTY**

		Average Hours per Week Dedicated to Position	Position	Reportable Compensation from Fire District (W-2/ 1099)				Estimated amount of other compensation from the Fire District (health benefits, pension, etc.)	Total Compensation from Fire District			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
Name	Title			Commissioner	Former Officer	Base Salary/ Stipend	Bonus	Other (auto allowance, expense account, payment in lieu of health benefits, etc.)		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				
1 Richard Hogan	Chairman	As needed	X			\$ 8,892	\$ -	\$ -	\$ 8,892	Manalapan Township	Construction Officer	35 hrs	\$ 135,181	\$ -	\$ 144,073
2 Richard Hogan	n/a	n/a				n/a	n/a	n/a	-	Monmouth County	Fire Bureau	10 hrs	16,500	-	16,500
3 Patrick Flannery	Vice Chairman	As needed	X			8,892	-	-	8,892	None	n/a	n/a	-	-	8,892
4 Timothy Kirkland	Treasurer	As needed	X			13,755	-	-	13,755	None	n/a	n/a	-	-	13,755
5 Joseph Spevak	Secretary	As needed	X			13,755	-	-	13,755	None	n/a	n/a	-	-	13,755
6 Richard Primiano	Asst. Secretary	As needed	X			8,892	-	-	8,892	None	n/a	n/a	-	-	8,892
7 John Marini	Administrator	As needed		X		18,817	-	-	18,817	Manalapan Township	Bldg Subcode Official	35 hrs	84,570	-	103,387
8 John Marini	n/a	n/a				n/a	n/a	n/a	n/a	Borough of Englishtown	Hsg/Zoning Officer	4 hrs	18,000	-	18,000
9 John Marini	n/a	n/a				n/a	n/a	n/a	-	Borough of Roosevelt	Hsg/Code Enf Officer	1 hrs	3,000	-	3,000
10									-						-
11									-						-
12									-						-
13									-						-
14									-						-
15									-						-
Total:						\$ 73,003	\$ -	\$ -	\$ 73,003				\$ 257,251	\$ -	\$ 330,254

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:

2

Schedule of Health Benefits - Detailed Cost Analysis

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2 MONMOUTH COUNTY

	# 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			\$ -			\$ -	\$ -	#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!
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		\$ -	0		\$ -	\$ -	#DIV/0!
Is medical coverage provided by the SHBP (Yes or No)?								
Is prescription drug coverage provided by the SHBP (Yes or No)?								

Schedule of Accumulated Liability for Compensated Absences

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2
MONMOUTH COUNTY

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

Legal Basis for Benefit
(check applicable items)

Individuals Eligible for Benefit	Gross Days of Accumulated Compensated Absences at January 1, 2018	Dollar Value of Accrued Compensated Absence Liability	Approved Labor Agreement	Resolution	Individual Employment Agreement
None					
Total liability for accumulated compensated absences at January 1, 2018		\$ -			

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. 2

County:

MONMOUTH COUNTY

Levy Cap Calculation Summary

2018 Adopted Budget - Amount to be Raised by Taxation	\$ 1,419,262
Cap Bank Available from 2016 (See Levy Cap Certification)	27,358
Cap Bank Available from 2017 (See Levy Cap Certification)	666
Cap Bank Available from 2018 (See Levy Cap Certification)	2,035
Cap Bank Used from 2016	
Cap Bank Used from 2017	
Cap Bank Used from 2018	
Changes in Service Provider (+/-)	
DLGS Approved Adjustments	
Cancelled or Unexpended Referendum Amount (Enter as a positive number)	
Assessed Valuation of District for adopted budget	2,703,435,000
New Ratables - Increase in Valuations (New Construction and Additions)	8,841,500
Adopted Fire District Tax Rate (three decimals) per \$100	\$0.053
Projected Tax Rate based upon Proposed Levy	0.053546642

**BOARD OF FIRE COMMISSIONERS
MANALAPAN TOWNSHIP FIRE DISTRICT #2
P.O. BOX 54
TENNENT, NEW JERSEY 07763**

**The below listed individuals participated in membership at CentraState Fitness and
Wellness and were reimbursed the listed amounts as of November 29, 2018 for the
2018 budget year**

Giancarlo Anzalone	269.32
Thomas Anzalone	740.63
Leor Bawnik	67.33
Michael Digirolamo	674.10
Edward Dillon	539.28
Patrick Flannery	674.10
Richard Hogan	674.10
Timothy Kirkland	471.87
Charles Sacco	674.10
Joseph Spevak	674.10
Frank Toia	202.23

VEHICLE INFORMATION SHEET

VEHICLE	YEAR	MAKE	MODEL	VIN #	ENGINE SIZE	TIRE SIZE	4X4
66 ✓	2015	FORD	EXPLORER	1FM5K8AR5FG609113	3.5	245/55R-18	AWD
67 ✓	2016	FORD	EXPLORER	1FM5K8AR0GGA37557	3.5	245/55R-18	AWD
77 ✓	1989	HAHN	C.T. PUMPER	HCTP15.11.2.6.89	8 V 92 TA	1200 R20	NO
78 ✓	2009	PIERCE	QUANTUM	491CU01H09A009608	SERIES 60D	425/64 R22.5	NO
80 ✓	1995	INTERL	MODEL 4800	1HTSEAAR4TH264389	DT 466	11 R22/5	YES
82 ✓	2017	PIERCE	QUANTUM	4P1BAAGFOHAD17741	SERIES 60D	425/65R 22.5	NO
86 ✓	2008	FORD	F350	1FTWW33R88EC30906	6.4L	LT245/75R17	YES
88 ✓	2009	DODGE	DURANGO	1D8HB38P49F712474	4.7L	P245/70R17	YES
90 ✓	1996	SIMON DUPLEX	LT1	1S91F74JXV1020005	SERIES 60D	425/65R22.5	NO
93 ✓	2004	FORD	F550	1FDAF57P64EC8623	6.0L	225/70R19.5	YES
96 ✓	2001	PETERBUILT	P357	1NPALREX41N558405	SERIES 60D	425/65R22.5	NO
98 ✓	2016	FORD	F250	1FT7X2B63GED14889	6.2L	LT245/75R17E	YES
ATV1 ✓	2011	HUSKAVANA	HUV4421GXL	H21214-271204	2.0CYL	AT25X8-12	YES
ATV1-TR/	2012	HAULMARK	REMORQUE	16HGB2020DP088378		ST225/75R15	NO

ALL VEHICLES - "MOTOR POOL"

FIRE PROTECTION AGREEMENT

THIS AGREEMENT dated this 1st. day of March 2018 by and between the Board of Fire Commissioners, Fire District No. 2, Township of Manalapan, County of Monmouth and State of New Jersey hereinafter designated as the "Board", and the Manalapan Township Volunteer Fire Company No. 1 hereinafter designated as the "Company".

WITNESSETH:

WHEREAS; the Board of Fire Commissioners, is a duly constituted public agency organized pursuant to the provisions of N.J.S.A. 40A:14-70 et. seq.; and

WHEREAS; N.J.S.A. 40A:14-70.1.b. authorizes a Board of Fire Commissioners to contract with a volunteer fire company for the purpose of providing fire protection services upon such terms and conditions as shall be deemed proper; and

WHEREAS; the Company is a duly constituted nonprofit corporation organized pursuant to the laws of the State of New Jersey for the purpose of fire suppression/fire protection services; and

WHEREAS; the parties hereto desire to enter into a contract to define the rights, duties and responsibilities of each regarding the furnishing of fire protection services to the residents of the fire district.

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1. **TERM:** This Agreement shall have a one year duration commencing on March 1, 2018 and terminating, unless otherwise renewed and extended, on February 28, 2019

2. **DUTIES:** The Company covenants and agrees to provide fire protection/fire suppression services to all persons and property situate within the borders of Fire District No. 2, Manalapan Township, Monmouth County, New Jersey and to provide said fire services seven days per week, 24 hours per day, 365 days per *YEAR*

in accordance with any and all applicable rules, regulations, standards and laws of the State of New Jersey and any administrative agency having the necessary and proper jurisdiction to prescribe rules and regulations regarding the conduct of fire fighting services. The Company shall operate and utilize any and all equipment and apparatus supplied by the Board for the purposes of fire suppression in accordance with such rules and regulations as may be adopted by the Board. The Company shall provide such personnel as may be available for the purposes specified herein. The members of the Company shall be under the supervision and control of the Board and in performing fire duty shall be deemed to be exercising a governmental function.

3. **BUILDING USE**: The Company does hereby specifically grant to the Commissioners the right to use the public meeting room for holding meetings, both public and executive sessions, and to use the building as a polling place for such elections as may be required to be held within the District, subject only to the requirement that the Commissioners notify the Company in advance of their intention to use the building for such purposes and also subject to the requirement that such use will not interfere with normal operations of the fire company. The Company hereby leases to the Board the equipment bays and office space for the purpose of equipment and apparatus storage and the conduct of fire district business activities.

4. **CONSIDERATION**: The Board shall pay the Company, as and for consideration for the promises and covenants contained herein the sum of **\$133,297.00** for the year 2018. All payments hereunder shall be rendered in four equal installments and shall be due and payable on January 2nd, April 1st, July 1st and October 1st of each year covered by the terms of this Agreement.

5. **MAINTENANCE AND REPAIR**: The Commissioners shall be responsible for the payment of all costs for the maintenance and repair of all fire fighting equipment and apparatus in accordance with the budget adopted by the Board of Fire Commissioners at the annual referendum.

6. **INSURANCE**: The Commissioners shall provide, at no cost or expense to the individual members of the Volunteer Fire Company, such insurance as may be legally required, including but not limited to comprehensive liability, workers compensation and life insurance and shall fund the Length of Service Awards program approved by the voters.

7. **UTILITIES AND BUILDING MAINTENANCE**: The Company shall be responsible for the maintenance of the fire house and shall make all utility payments for telephone, electricity and natural gas.

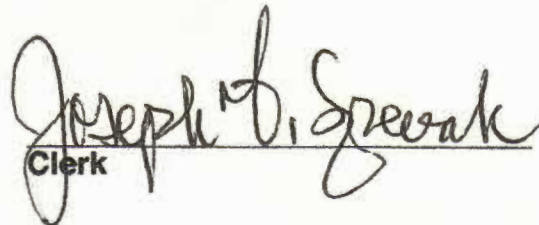
8. **ANNUAL ACCOUNTING**: The Company shall provide an annual accounting of all public moneys received and expenditures made by it to the Board.

9. **SAVINGS CLAUSE**: The terms and provisions of this Agreement are subject to such limitations as may be imposed upon either of the parties by statute or ordinance. Should any provision of this Agreement be ruled invalid by a court of competent jurisdiction, such ruling, shall not affect the remaining provisions of this Agreement.

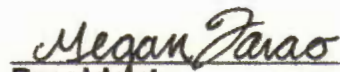
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers and representatives:

Manalapan Township Fire District No.2


Chairman


Clerk

Manalapan Township Volunteer Fire Co. No.1


President


Secretary

FIRE PROTECTION AGREEMENT
ENGLISHTOWN FIRE DEPARTMENT

WHEREAS; the Board of Fire Commissioners of Fire District No. 2, Township of Manalapan desires to contract with the Englishtown Fire Department for the provision of first response fire protection services to a portion of Manalapan Township; and

WHEREAS; N.J.S.A. 40A:14-26 authorizes the establishment of a contractual relationship between a Fire District and a Volunteer Fire Co. located in a contiguous municipality to insure the provision of first response fire protection services and permits payment therefore.

NOW, THEREFORE, in consideration of the mutual covenants and promises set forth herein it is hereby agreed as follows:

1. Fire Suppression Services:

The Englishtown Fire Department will provide first response fire suppression services on a 24 hour per day, seven day per week 24 hours per day basis to the hereinafter described area of Manalapan Township. All services rendered by the Englishtown Fire Department will be rendered with the greatest efficiency and care possible and in compliance with all applicable rules, regulations and standards governing fire suppression activities.

In addition to first response services specified above, the Englishtown Fire Department does hereby covenant and agree to provide fire protection in the form of "mutual aid and assistance" to the remaining portion of Fire District No. 2, Township of Manalapan. Said mutual aid and assistance will be provided at no additional cost to the Board of Fire Commissioners of Fire District No. 2, Township of Manalapan. All structural fires in District No. 2 will be dual toned to insure adequate manpower.

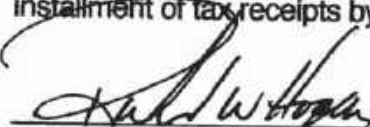
2. That portion of Manalapan Fire District No. 2 to be serviced on a first response basis by the Englishtown Fire Department is described as follows:

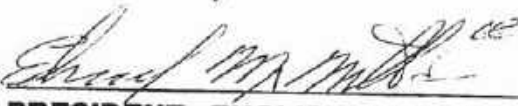
a. Beginning at the boundary line between the Borough of Englishtown and the

Township of Manalapan on County Route 522 and proceeding in a southeasterly direction along said road to the intersection of County Route 522 and Taylors Mill Road; thence in a southwesterly direction across Country to the location of the Yorktown Club on County Route 527, and Dye Grove Road; thence proceeding in a westerly direction to the intersection of Iron Ore Road, alternate Route 527, and Dye Grove Road; thence following Dye Grove Road in a westerly direction to the border between Middlesex County and Monmouth County; thence proceeding in a northeasterly direction along said border to Pension Road; thence in a southerly direction along Pension Road to its intersection of Corner Road; thence in a westerly direction along said road to the border of the Borough of Englishtown and the Township of Manalapan; thence in a southerly direction along said border to the starting point of this description at County Route 522.

3. Term: This agreement shall remain in full force and effect for a period of **one (1)** years commencing March 1, 2018 to February 28, 2019.

4. Consideration: The Board of Fire Commissioners of Fire District No. 2, Township of Manalapan shall pay as consideration **\$43,962.00** for the term of this contract. Payments shall be rendered to the Englishtown Fire Department in two equal installments per year with the first installment being due and payable upon receipt by Manalapan Township Fire District No. 2 of the first payment of tax proceeds from Manalapan Township; the second installment shall be due and payable upon the payment of the third installment of tax receipts by Manalapan Township.


 CHAIRMAN, F.D. NO. 2, MANALAPAN TWP.


 PRESIDENT, ENGLISHTOWN FIRE DEPT.

CERTIFICATION OF NEW CONSTRUCTION/IMPROVEMENTS/
PARTIAL ASSESSMENTS

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

Municipality: Township of ManalapanCounty: MonmouthFire District Code: F02Total 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.

\$ 2,703,435,000 (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

\$ 8,889,300 (2a)- \$ 47,800 (2b)= \$ 8,841,500 (2c)

Amanda N. Kucumany
Assessor Signature

10/19/18
Date

TAX COLLECTOR

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

0.053 (3)

4. Amount of permitted revenue increase =
Line 2c * Line 3
(N.J.S.A. 40A:4-45.45)

\$ 4686.00 (4)

John D. S. S. S. S. S.
Tax Collector Signature

10/19/18
Date

Manalpan Fire District No. 2
\$700,000 Fire District Bonds
Yield Computation Program

The Bond Issue-Form 8038 Information

Dated Date: 4/1/2010
Issue/Delivery Date: 4/1/2010
Form 8038 Issue Price: 700,000
Final Maturity Date: 4/1/2020
Arbitrage Yield: 4.500000%
Net Interest Cost: 4,500,000%
Wtd. Average Maturity: 5.50
Final Maturity-Issue Price: 70,000
Final Maturity-SRPM: 70,000

Computation of Arbitrage Yield Issue Price

Principal Amount (SRPM): 700,000.00
Reoffering Premium to U/W:
(OID) or OIP to Issuer:
Preissuance Accrued Interest:
(Credit Enhancement):
Arb. Yield Issue Price: 700,000.00
Amount Deemed Received: 700,000.00
Net U/W Compensation:

Date	Debt Service Computation					Arbitrage Yield		Price, Discount/Premium, Yield				Wtd. Avg. Maturity	
	Principal	Coupon	Annual Interest	Periodic Interest	Total Debt Service	PV Factor	PV Amount	Price	Discount/Premium	Issue Price	Yield	Total Years	Bond Years
4/1/2010						1.0000000000							
10/1/2010				15,750.00	15,750.00	0.9779951099	15,403.42					0.5000	
4/1/2011	70,000.00	4.500%	3,150.00	15,750.00	85,750.00	0.9564744350	82,017.68	100.000%		70,000.00	4.500%	1.0000	70.00
10/1/2011				14,175.00	14,175.00	0.9354273201	13,259.68					1.5000	
4/1/2012	70,000.00	4.500%	3,150.00	14,175.00	84,175.00	0.9148433447	77,006.94	100.000%		70,000.00	4.500%	2.0000	140.00
10/1/2012				12,600.00	12,600.00	0.8947123175	11,273.38					2.5000	
4/1/2013	70,000.00	4.500%	3,150.00	12,600.00	82,600.00	0.8750242713	72,277.00	100.000%		70,000.00	4.500%	3.0000	210.00
10/1/2013				11,025.00	11,025.00	0.8557694583	9,434.86					3.5000	
4/1/2014	70,000.00	4.500%	3,150.00	11,025.00	81,025.00	0.8369383454	67,812.93	100.000%		70,000.00	4.500%	4.0000	280.00
10/1/2014				9,450.00	9,450.00	0.8185216091	7,735.03					4.5000	
4/1/2015	70,000.00	4.500%	3,150.00	9,450.00	79,450.00	0.8005101310	63,600.53	100.000%		70,000.00	4.500%	5.0000	350.00
10/1/2015				7,875.00	7,875.00	0.7828949936	6,165.39					5.5000	
4/1/2016	70,000.00	4.500%	3,150.00	7,875.00	77,875.00	0.7656674753	59,626.35	100.000%		70,000.00	4.500%	6.0000	420.00
10/1/2016				6,300.00	6,300.00	0.7488190466	4,717.56					6.5000	
4/1/2017	70,000.00	4.500%	3,150.00	6,300.00	76,300.00	0.7323413658	55,877.65	100.000%		70,000.00	4.500%	7.0000	490.00
10/1/2017				4,725.00	4,725.00	0.7162262745	3,384.17					7.5000	
4/1/2018	70,000.00	4.500%	3,150.00	4,725.00	74,725.00	0.7004657941	52,342.31	100.000%		70,000.00	4.500%	8.0000	560.00
10/1/2018				3,150.00	3,150.00	0.6850521212	2,157.91					8.5000	
4/1/2019	70,000.00	4.500%	3,150.00	3,150.00	73,150.00	0.6699776246	49,008.86	100.000%		70,000.00	4.500%	9.0000	630.00
10/1/2019				1,575.00	1,575.00	0.6552348406	1,031.99					9.5000	
4/1/2020	70,000.00	4.500%	3,150.00	1,575.00	71,575.00	0.6408164699	45,866.44	100.000%		70,000.00	4.500%	10.0000	700.00
Totals	700,000.00		31,500.00	173,250.00	873,250.00	PV @ Arb. Yld.	700,000.00	-OID/OIP		700,000.00		Bnd Yrs	3,850.00

Test Yield and PV Target (Issue Price)

0.04500000

700,000.00

WAM

5.5000

Net Interest Cost (NIC) Computation

Total Int. Payments 173,250.00
+ OID or - OIP

RRRR Fund (DSRF) Limit

MADS
125% AADS 109,156.25

EXHIBIT - V

Date	Debt Service Computation					Arbitrage Yield		Price, Discount/Premium, Yield				Wtd. Avg. Maturity	
	Principal	Coupon	Annual Interest	Periodic Interest	Total Debt Service	PV Factor	PV Amount	Price	Discount/ Premium	Issue Price	Yield	Total Years	Bond Years

- Accrued Interest							10% Proceeds	70,000.00					
(a) Net Int. Payments					173,250.00								
Issue Price					700,000.00								
x Wtd. Average Maturity					5.50								
(b) Product					3,850,000								
NIC = (a) / (b)					4.500000%								

February 7, 2017

\$775,000
Manalapan Fire District #2

Manalapan Fire District #2 has joined with four other Monmouth County municipalities and local authorities to permanently finance outstanding Bond ordinances and Bond Anticipation Notes through The Monmouth County Improvement Authority ("MCIA"). MCIA has offered this governmental pooled loan program annually since 1993. This is the first time that Manalapan Fire District has participated in the program. The MCIA bonds were priced today and the Fire District will execute its bond purchase agreement with the MCIA by tomorrow. The summary of the sale is as follows:

- The tax-exempt municipal market has steadied slightly after a turbulent reaction to the presidential election. Long-term borrowing rates continue to remain low on a historical basis. Low rates coupled with the advantages of participating in this pooled financing helped the Fire District achieve an extremely attractive 2.120% cost of funds for its ten year financing.
- The MCIA bonds were sold at a net premium to investors (Investors paid more than the par value of the bonds). This generated \$123,124.25 of premium proceeds for the Fire District which was used to cover costs of issuance and borrow less.
- The MCIA bonds benefited from a Guaranty of principal and interest on the Bonds by Monmouth County. Savings realized by the Fire District attributed to the Aaa/AAA/AAA credit rating provided by the County were \$25,316.99 net of the guaranty premium paid to the County. The value of the Monmouth County guaranty generated the lowest borrowing costs in the bond market.
- The refunding benefited from the pooled structure of the MCIA bonds through the sharing of costs of issuance and the additional investor demand generated by the larger par sizes in each maturity. Additionally, the flexibility of the negotiated sale process allowed the bonds to be re-priced at lower yields reflecting robust investor demand. The savings attributable to these two factors was \$37,725.85.

SOURCES AND USES OF FUNDS

Monmouth County Improvement Authority
 Manalapan Fire District #2
 Final Pricing Numbers

Sources:

Bond Proceeds:

Par Amount	775,000.00
Premium	123,124.25
	<u>898,124.25</u>

Uses:

Project Fund Deposits:

Unfunded Ordinances	850,000.00
---------------------	------------

Delivery Date Expenses:

Cost of Issuance	30,746.37
Underwriter's Discount	3,864.93
County Guaranty Fee (20 bps)	2,001.76
Local COI	<u>9,500.00</u>
	46,113.06

Other Uses of Funds:

Additional Proceeds	2,011.19
	<u>898,124.25</u>

BOND PRICING

Monmouth County Improvement Authority
 Manalapan Fire District #2
 Final Pricing Numbers

Bond Component	Maturity Date	Amount	Rate	Yield	Price	Premium (-Discount)
Bond Component:						
	02/15/2018	60,000	2.000%	0.900%	101.068	640.80
	02/15/2019	65,000	5.000%	1.100%	107.609	4,945.85
	02/15/2020	70,000	5.000%	1.280%	110.834	7,583.80
	02/15/2021	70,000	5.000%	1.470%	113.590	9,513.00
	02/15/2022	75,000	5.000%	1.650%	115.945	11,958.75
	02/15/2023	80,000	5.000%	1.850%	117.748	14,198.40
	02/15/2024	85,000	5.000%	2.030%	119.231	16,346.35
	02/15/2025	85,000	5.000%	2.200%	120.384	17,326.40
	02/15/2026	90,000	5.000%	2.340%	121.426	19,283.40
	02/15/2027	95,000	5.000%	2.450%	122.450	21,327.50
		775,000				123,124.25

Dated Date	02/23/2017	
Delivery Date	02/23/2017	
First Coupon	08/15/2017	
Par Amount	775,000.00	
Premium	123,124.25	
Production	898,124.25	115.887000%
Underwriter's Discount	-3,864.93	-0.498701%
Purchase Price	894,259.32	115.388299%
Accrued Interest		
Net Proceeds	894,259.32	

BOND SUMMARY STATISTICS

Monmouth County Improvement Authority
 Manalapan Fire District #2
 Final Pricing Numbers

Dated Date	02/23/2017
Delivery Date	02/23/2017
Last Maturity	02/15/2027
Arbitrage Yield	2.597224%
True Interest Cost (TIC)	2.120130%
Net Interest Cost (NIC)	2.341858%
All-in TIC	3.060272%
Average Coupon	4.961342%
Average Life (years)	5.875
Duration of Issue (years)	5.253
Par Amount	775,000.00
Bond Proceeds	898,124.25
Total Interest	225,878.89
Net Interest	106,619.57
Total Debt Service	1,000,878.89
Maximum Annual Debt Service	100,750.00
Average Annual Debt Service	100,310.80
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	4.987006
Total Underwriter's Discount	4.987006
Bid Price	115.388299

Bond Component	Par Value	Price	Average Coupon	Average Life	PV of 1 bp change
Bond Component	775,000.00	115.887	4.961%	5.875	464.50
	775,000.00			5.875	464.50

	TIC	All-in TIC	Arbitrage Yield
Par Value	775,000.00	775,000.00	775,000.00
+ Accrued Interest			
+ Premium (Discount)	123,124.25	123,124.25	123,124.25
- Underwriter's Discount	-3,864.93	-3,864.93	
- Cost of Issuance Expense		-30,746.37	
- Other Amounts		-11,501.76	-2,001.76
Target Value	894,259.32	852,011.19	896,122.49
Target Date	02/23/2017	02/23/2017	02/23/2017
Yield	2.120130%	3.060272%	2.597224%

BOND DEBT SERVICE

Monmouth County Improvement Authority
 Manalapan Fire District #2
 Final Pricing Numbers

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
08/15/2017			17,653.89	17,653.89	
12/31/2017					17,653.89
02/15/2018	60,000	2.000%	18,475.00	78,475.00	
08/15/2018			17,875.00	17,875.00	
12/31/2018					96,350.00
02/15/2019	65,000	5.000%	17,875.00	82,875.00	
08/15/2019			16,250.00	16,250.00	
12/31/2019					99,125.00
02/15/2020	70,000	5.000%	16,250.00	86,250.00	
08/15/2020			14,500.00	14,500.00	
12/31/2020					100,750.00
02/15/2021	70,000	5.000%	14,500.00	84,500.00	
08/15/2021			12,750.00	12,750.00	
12/31/2021					97,250.00
02/15/2022	75,000	5.000%	12,750.00	87,750.00	
08/15/2022			10,875.00	10,875.00	
12/31/2022					98,625.00
02/15/2023	80,000	5.000%	10,875.00	90,875.00	
08/15/2023			8,875.00	8,875.00	
12/31/2023					99,750.00
02/15/2024	85,000	5.000%	8,875.00	93,875.00	
08/15/2024			6,750.00	6,750.00	
12/31/2024					100,625.00
02/15/2025	85,000	5.000%	6,750.00	91,750.00	
08/15/2025			4,625.00	4,625.00	
12/31/2025					96,375.00
02/15/2026	90,000	5.000%	4,625.00	94,625.00	
08/15/2026			2,375.00	2,375.00	
12/31/2026					97,000.00
02/15/2027	95,000	5.000%	2,375.00	97,375.00	
12/31/2027					97,375.00
	775,000		225,878.89	1,000,878.89	1,000,878.89

Feb 7, 2017 1:17 pm Prepared by Raymond James & Associates, Inc.

(Finance 7.015 MCIA Pooled Loan 2016:2016)

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Final Pricing Numbers**

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FORM 8038 STATISTICS

Monmouth County Improvement Authority
Manalapan FD
Final Pricing Numbers

Dated Date 02/23/2017
Delivery Date 02/23/2017

Bond Component	Date	Principal	Coupon	Price	Issue Price	Redemption at Maturity
Bond Component:						
	02/15/2018	60,000.00	2.000%	101.068	60,640.80	60,000.00
	02/15/2019	65,000.00	5.000%	107.609	69,945.85	65,000.00
	02/15/2020	70,000.00	5.000%	110.834	77,583.80	70,000.00
	02/15/2021	70,000.00	5.000%	113.590	79,513.00	70,000.00
	02/15/2022	75,000.00	5.000%	115.945	86,958.75	75,000.00
	02/15/2023	80,000.00	5.000%	117.748	94,198.40	80,000.00
	02/15/2024	85,000.00	5.000%	119.231	101,346.35	85,000.00
	02/15/2025	85,000.00	5.000%	120.384	102,326.40	85,000.00
	02/15/2026	90,000.00	5.000%	121.426	109,283.40	90,000.00
	02/15/2027	95,000.00	5.000%	122.450	116,327.50	95,000.00
		775,000.00			898,124.25	775,000.00

	Maturity Date	Interest Rate	Issue Price	Stated Redemption at Maturity	Weighted Average Maturity	Yield
Final Maturity	02/15/2027	5.000%	116,327.50	95,000.00		
Entire Issue			898,124.25	775,000.00	6.0195	2.0801%

Proceeds used for accrued interest	0.00
Proceeds used for bond issuance costs (including underwriters' discount)	44,111.30
Proceeds used for credit enhancement	2,001.76
Proceeds allocated to reasonably required reserve or replacement fund	0.00



Joseph D. Youssouf

Attorney at Law

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jyoussouf@aol.com

January 29, 2018

Roy Press Printers
3415 Sunset Avenue
Ocean, New Jersey
07712

VIA FAX 732-922-6860

**Re: Annual Election Fire District
No.2 Manalapan Township**

Gentlemen:

Please prepare one ballot strip for a Monmouth County voting machine, fifty (50) absentee voter ballots and two hundred (200) voting authorities for the above identified fire district election. The budget and election questions which must be printed on the ballot are as follows:

QUESTION NO. 1

**SHALL THE BOARD OF FIRE COMMISSIONERS OF FIRE
DISTRICT NO. 2 MANALAPAN TOWNSHIP BE AUTHORIZED
TO EXPEND \$1,508,114.00 IN BUDGET YEAR 2018 WITH
\$1,419,262.00 THE AMOUNT TO BE RAISED BY TAXATION?**

YES

NO

QUESTION NO. 2

**SHALL THE BOARD OF FIRE COMMISSIONERS OF FIRE
DISTRICT NO. 2 MANALAPAN TOWNSHIP BE AUTHORIZED
TO TRANSFER \$100,000.00 FROM ITS CAPITAL RESERVE
ACCOUNT TO ITS 2018 CAPITAL EXPENDITURE LINE ITEM?**

MANALAPAN TOWNSHIP FIRE DISTRICT NO. 2

NOTICE OF BUDGET ADOPTION AND ANNUAL REFERENDUM

TAKE NOTICE: After a Public Hearing held on January 3, 2018 the following budget was adopted by the Board of Fire Commissioners for the year 2018:

OPERATING APPROPRIATIONS:	
Current Operating Expenses	\$ 1,083,009.0

CAPITAL APPROPRIATIONS:	
a. Debt Service	\$174,225.00
b. Total Capital Improvements	\$200,000.00
c. Reserve for future Capital Outlays	\$-0-
d. Length of Service Award Program	\$50,880.00

TOTAL APPROPRIATIONS:	\$1,508,114.00
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Total revenues and fund balance utilized to defray taxation:	\$1,419,262.00
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AMOUNT TO BE RAISED BY TAXES:	\$1,419,262.00
-------------------------------	----------------

TAKE FURTHER NOTICE: The annual election for the office of Fire Commissioner and Budget Referendum will be held on February 17, 2018. The polls will be open between the hours of 2:00 p.m. and 9:00 p.m. and the polling place will be the Manalapan Township Volunteer Fire Company No. 1 Firehouse Sweetmans Lane Manalapan, New Jersey

Richard Hogan, Chairman
(\$36.30)

0002699616-01

YES**NO****BALLOT EXPLANATION**

The Board of Fire Commissioners is seeking voter authorization to transfer the sum of \$100,000.00 of previously raised funds from its reserve for future capital appropriations account to its capital appropriations account in budget year 2018 for the purpose of funding the repaving of the firehouse parking lot.

QUESTION NO. 3

**For membership on the Board of Fire Commissioners,
Full Three Year Term: (Vote For TWO (2) Only)**

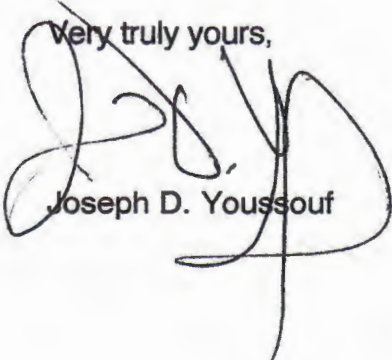
THOMAS D. KIRKLAND**JOSEPH SPEVAK**

The polling station will be the Manalapan Township Volunteer Fire Company firehouse Sweetmans Lane Manalapan and the Board's Clerks name is Joseph Spevak.

Please forward the ballot proofs to the undersigned by FAX or e-mail. After approval, deliver the ballots and the voting authorities to the Monmouth County Board of Elections at 300 Halls Mills Road Freehold Township, New Jersey.

Submit your bill for services directly to the Board of Fire Commissioners Fire District No.2 Manalapan Twp. P.O. Box 54 Tennent, N.J. 07763.

Very truly yours,



Joseph D. Youssouf

2018 Fire District Budget Election Results Certification

EXHIBIT - VII

Please attach a copy of the Fire District Election Ballot.

Municipality:	MANALAPAN Twp.	Fire District #:	2
County:	MONMOUTH		

2018 ADOPTED BUDGET	
Amount to be Raised by Taxation	\$ 1,419,263.00
Tax Rate Per Hundred	\$ 0.055
Total Yes Votes	# 30
Total No Votes	# 2

OTHER REFERENDUM QUESTIONS

	Levy Cap Referendum (N.J.S.A. 40A:45-45.1 et seq.)	Initial LOSAP (N.J.S.A. 40A:14-183 et seq.)	CAPITAL PROJECTS (N.J.S.A. 40A:14-84 AND 85)		
			Capital #1 Description of Project:	Capital #2 Description of Project:	Capital #3 Description of Project:
Amount	\$	\$	\$ 100,000.00	\$	\$
Total Votes	#	#	# 32	#	#
Total "Yes" Votes	#	#	# 31	#	#
Total "No" Votes	#	#	# 1	#	#
% of Yes Votes	%	%	99 %	%	%

It is hereby certified that the above information complies with the requirements of law and regulation pursuant to N.J.A.C. 5:31-2.4(b),(c) and (d):

Signed Certification:	Joseph F. Spevak	Date:	2/19/18
Printed Name:	JOSEPH F. SPEVAK		
Title:	Secretary / Clerk		
Cell# Telephone:	732-620-00573	Fax:	732-462-2523
E-mail:	JOES61946@VERIZON.NET		

Please return the **results and copy of the ballot** to the Division by February 22, 2018 to authoritiesunit@dca.nj.gov or:

Bureau of Authority Regulation
101 South Broad Street
P.O. Box 803
Trenton, NJ 08625-0803
Fax: (609) 984-7388