

COMMERCIAL TOWNSHIP FIRE DISTRICT #2

2014 FIRE DISTRICT BUDGET

TRANSMITTAL PACKAGE

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

2014 Fire District Budget Document

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

Miscellaneous Revenues and Operating Grant Revenues

- Supporting documentation to substantiate all revenues

Amount to be Raised by Taxation

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

Capital Outlays (Budget Page 9)

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

COMMERCIAL TOWNSHIP FIRE DISTRICT #2

2014 FIRE DISTRICT BUDGET

TRANSMITTAL PACKAGE

Supplemental Schedules

 x The beginning Unrestricted and Restricted Fund Balances agree to the December 31, 2012 Fire District Audit Report

 x The debt service schedules include the date of voter approval along with the date of findings received from the Local Finance Board

Length of Service Award Program (LOSAP) - If applicable

 Page 3 has been completed

 The amount of the contribution is shown on Page 8

(Official's signature)

Joseph Klaudi
(Name)

Secretary
(Title)

(856) 558-7345 (856) 785-1538
(Work Phone Number) (Fax Number)

856-558-7345
(Home Phone Number)

Joe.klaudi@big3precision-nj.com
(E-mail)

2014

COMMERCIAL Township

FIRE DISTRICT NO. 2 BUDGET

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

For Division Use Only

CERTIFICATION OF APPROVED BUDGET

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

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

By _____ Date _____

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 _____

PREPARER'S CERTIFICATION

2014

COMMERCIAL Township

FIRE DISTRICT NO. 2 BUDGET

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

It is hereby certified that the COMMERCIAL Fire District No. 2 Budget, including both the Annual Budget and the Supplemental Schedules appended hereto, represents the Board of Commissioner's 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 COMMERCIAL Fire District No. 2.

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

(Preparer's signature)

Nightlinger, Colavita, & Volpa, P.A.

991 S. Blackhorse Pike

Williamstown, New Jersey 08094

(856) 629-1040, ext 118

(856) 728-2245

(Fax)

ray@colavita.net

(E-mail)

**PREPARER'S CERTIFICATION
OTHER ASSETS**

2014

COMMERCIAL Township

FIRE DISTRICT NO. 2 BUDGET

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

It is hereby certified that operating appropriations as reported in this annual budget, included on Supplemental Schedule Page SS-6, for the acquisition of Other Assets not included, as Capital Outlays are Non-Bondable Assets. The Board of Commissioners has determined that the aforementioned Other Asset appropriation(s) do not meet the criteria for bonding pursuant to the Local Bond Law (N.J.S.A.40A: 2-1 et. seq.) and more specifically, as it pertains to the expected useful life of the asset, pursuant to N.J.S.A. 40A: 2-21.

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

(Preparer's signature)

Nightlinger, Colavita, & Volpa, P.A.

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(856) 629-1040. ext118

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APPROVAL CERTIFICATION

2014

COMMERCIAL Township

FIRE DISTRICT NO. 2 BUDGET

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

It is hereby certified that the Fire District No. 2 Budget, including Supplemental Schedules appended hereto, are a true copy of the Annual Budget approved by resolution by the Board of Commissioners of the COMMERCIAL Township Fire District No. 2, at an open public meeting, held pursuant to N.J.A.C. 5:31-2.4, on the 4th day of November, 2013.

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

(Secretary's signature)

Joseph Klaudi

COMMERCIAL Twp. Fire District No. 2

P.O. Box 45

Mauricetown, NJ 08329

(856) 785-1122

(856) 785-0129

(Fax number)

Joe.klaudi@big3precision-nj.com

(E-mail)

2014 Fire District Information

Please fill out the following information regarding this Fire District:

| | | | |
|------------------------|--|-----------|--------------|
| Name of Fire District: | COMMERCIAL TOWNSHIP FIRE DISTRICT # 2 | | |
| Address: | PO BOX 45 | | |
| City, State, Zip: | Mauricetown | NJ | 08329 |
| Phone Number: | 856-785-1122 | Fax: | 856-785-1538 |
| Preparer's Name: | Raymond Colavita | | |
| Preparer's Address: | PO Box 799 | | |
| City, State, Zip: | Williamstown | NJ | 08094 |
| Preparer's #, | 856-629-1040 ext. 118 | Fax: | 856-728-2245 |
| Preparer's Cell #: | | | |

| | | | |
|---------------|---------------------------|------|--------------|
| Chairman: | Ronald Sutton | | |
| Phone Number: | 609-381-0253 | Fax: | 856-785-1538 |
| E-mail: | Ronal.sutton1@comcast.net | | |

| | | | |
|---------------|---------------------------------|------|--------------|
| Secretary: | Joseph Klaudi | | |
| Phone Number: | 856-558-7345 | Fax: | 856-785-1538 |
| E-mail: | Joe.klaudi@big3precision-nj.com | | |

| | | | |
|---------------|--------------|------|--------------|
| Treasurer: | Leslie Berry | | |
| Phone Number: | 609-364-4140 | Fax: | 856-785-1538 |
| E-mail: | | | |

| | | | |
|-------------------|--------------------------------------|------|--------------|
| Name of Auditor: | Raymond Colavita, CPA, RMA | | |
| Name of Firm: | Nightlinger, Colavita, & Volpa, P.A. | | |
| Address: | 991 S Blackhorse Pike | | |
| City, State, Zip: | Williamstown | NJ | 08094 |
| Phone Number: | 856-629-1040 ext. 118 | Fax: | 856-728-2245 |
| E-mail: | | | |

| <u>Membership of Board of Commissioners (Full Name)</u> | <u>Title</u> |
|---|---------------|
| Sutton | Chairman |
| Hundt | Vice-Chairman |
| Berry | Treasurer |
| Klaudi | Secretary |
| Sheppard | Commissioner |
| | |

2014 Fire District Information

Internet Web Site Information and Certification

| | |
|------------------------------------|--|
| Fire District's Web Address | |
|------------------------------------|--|

All fire districts shall maintain either an Internet website or a webpage on the municipality's Internet website. The purpose of the website or webpage shall be to provide increased public access to the fire district's operations and activities. NJSA 40A:14-70.2 requires the following items as the minimum requirement for public disclosure.

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

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

Name of Chairperson Certifying compliance _____

Signature _____

2014 BUDGET RESOLUTION

COMMERCIAL Township

FIRE DISTRICT NO. 2

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

WHEREAS, the Annual Budget for the COMMERCIAL Township District No. 2 for the fiscal year beginning January 1, 2014 and ending December 31, 2014 has been presented before the Board of Commissioners of the COMMERCIAL Township Fire District No. 2 at its open public meeting of November 4, 2013; and

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

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$192,245, which includes amount to be raised by taxation of \$192,245 and Total Appropriations of \$192,245.

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. 40A: 14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District No. 2 has taken into account the assessed valuation of taxable property in the Fire District No. 2.

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the COMMERCIAL Township Fire District No. 2, at an open public meeting held on November 4, 2013 that the Annual Budget, including appended Supplemental Schedules, of the COMMERCIAL Township Fire District No. 2 for the fiscal year beginning January 1, 2014 and ending December 31, 2014 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the said Fire District No.2'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 COMMERCIAL Township Fire District No. 2 will consider the Annual Budget for adoption on December 2, 2013.

(Secretary's signature)

November 4, 2013
(Date)

| | Board of Commissioners | | Recorded Vote | | |
|-----------------|-------------------------------|------------|----------------------|---------------|--|
| Member: | Aye | Nay | Abstain | Absent | |
| Klaudi | X | | | | |
| Berry | X | | | | |
| Sheppard | X | | | | |
| Hundt | X | | | | |
| Sutton | X | | | | |