

2012

Upper Township Fire District #3
(Cape May)

Fire District Budget

Department Of



Community
Affairs

Division of Local Government Services

2012

Upper Township

(Cape May)

FIRE DISTRICT NO. 3 BUDGET

FISCAL YEAR: From January 1, 2012 to December 31, 2012

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.

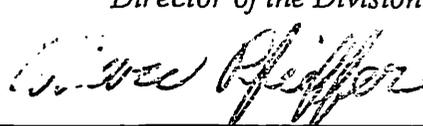
*State of New Jersey
Department of Community Affairs
Director of the Division of Local Government Services*

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: 02/07/2012

2012

Upper Township

(Cape May)

FIRE DISTRICT NO. 3 BUDGET

FISCAL YEAR: From January 1, 2012 to December 31, 2012

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: _____

12/3/11

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

2012

Upper Township

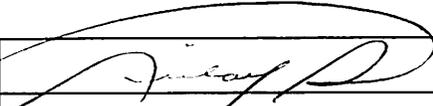
(Cape May)

FIRE DISTRICT NO. 3 BUDGET

FISCAL YEAR: From January 1, 2012 to December 31, 2012

It is hereby certified that the Fire District No. 3 Budget, including both the Annual Budget and the Supplemental Schedules appended hereto, represents the Board of Commissioners' resolve with respect to statute in that; all estimates of revenues, including the amount to be raised by taxation to support the district budget, are reasonable, accurate and correctly stated, all items of appropriation are properly set forth and in itemization, form and content, the budget will permit the exercise of the comptroller function within the Fire District No. 3.

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

Preparer's Signature:			
Name:	Michael J. Bohrer		
Title:	Accountant		
Address:	PO Box 855, 820 S Shore Road, Marmora, NJ 08223		
Phone Number:	609-390-0600	Fax Number:	609-390-7931
E-mail address	mblawcpa@aol.com		

**PREPARER'S CERTIFICATION
OTHER ASSETS**

**2012
Upper Township**

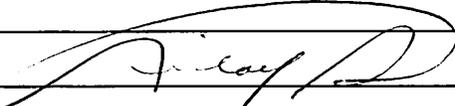
(Cape May)

FIRE DISTRICT NO. 3 BUDGET

FISCAL YEAR: From January 1, 2012 to December 31, 2012

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

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

Preparer's Signature:			
Name:	Michael J. Bohrer		
Title:	Accountant		
Address:	PO Box 855, 820 S Shore Road, Marmora, NJ 08223		
Phone Number:	609-390-0600	Fax Number:	609-390-7931
E-mail address	mblawcpa@aol.com		

APPROVAL CERTIFICATION

2012

Upper Township
(Cape May)

FIRE DISTRICT NO. 3 BUDGET

FISCAL YEAR: From January 1, 2012 to December 31, 2012

It is hereby certified that the Fire District No. 3 Budget, including Supplemental Schedules appended hereto, are a true copy of the Annual Budget approved by resolution by the Board of Commissioners of the Upper Township Fire District No. 3, at an open public meeting, held pursuant to N.J.A.C. 5:31-2.4, on the 17 day of October, 2011

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

Secretary's Signature:			
Name:	Robert A. DiNicolantonio		
Title:	Chairman		
Address:	746 Ocean Crest Avenue, Marmora, NJ 08223		
Phone Number:	609-602-1117	Fax Number:	
E-mail address	bobdnic@msn.com		

2012 Fire District Information

Please fill out the following information regarding this Fire District:

Name of Fire District:	Upper Township, Fire District #3		
Address:	PO Box 855		
City, State, Zip:	Marmora	NJ	08234
Phone Number: (ext)		Fax:	

Preparer's Name:	Michael J. Bohrer, Esq., CPA		
Preparer's Address:	PO Box 855		
City, State, Zip:	Marmora	NJ	08234
Preparer's #: (ext.)	609-390-0600	Fax:	609-390-7931
Preparer's Cell #:			
Preparer's E-mail:	mblawcpa@aol.com		

Chairman:	Robert DiNicolantonio		
Phone Number: (ext.)	609-602-1117	Fax:	
E-mail:	bobdnic@msn.com		

Secretary/ Treasurer:	Z. Richard Lee, Secretary		
Phone Number: (ext.)	609-390-3738	Fax:	
E-mail:			

Name of Auditor:	Leon P. Costello, CPA RMA		
Name of Firm:	Ford, Scott & Associates LLC		
Address:	PO Box 538 1535 Haven Avenue		
City, State, Zip:	Ocean City	NJ	08226
Phone Number: (ext.)	609-399-6333 x 225	Fax:	609-399-3710
E-mail:			

Membership of Board of Commissioners (Full Name)	Title
Robert DiNicolantonio	Chairman
Thomas Swenk	Commissioner
Z. Richard Lee	Secretary
Robert Smith	Treasurer
Kurt Austin	Commissioner

2012 BUDGET RESOLUTION

Upper Township (Cape May)

Fire District No. 3

FISCAL YEAR: From January 1, 2012 to December 31, 2012

WHEREAS, the Annual Budget for the Upper Township Fire District No. 3 for the fiscal year beginning January 1, 2012 and ending December 31, 2012 has been presented before the Board of Commissioners of the Fire District No. 3 at its open public meeting of October 17, 2011; 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 \$0.00 in excess of the allowable amount to be raised by taxation] [includes a proposed public referendum in the amount of \$0.00 as an appropriation from restricted fund balance to be used as a budget revenue]; and,*

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$506,139.00, which includes amount to be raised by taxation of \$ 503,720.00 and Total Appropriations of \$506,139.00; and

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

WHEREAS, in calculating the amount to be raised by taxation, the Fire District No. 3 has taken into account the assessed valuation of taxable property in the Fire District No. 3,

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District No. 3, at an open public meeting held on October 17, 2011 that the Annual Budget, including appended Supplemental Schedules, of the Upper Township Fire District No. 3 for the fiscal year beginning January 1, 2012 and ending December 31, 2012 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. 3 '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 Upper Township Fire District No. 3 will consider the Annual Budget for adoption on December 5, 2011.


(Secretary's Signature)

October 17, 2011
(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Robert DiNicolantonio	X			
Thomas Swenk				X
Kurt Austin	X			
Z. Richard Lee				X
Robert Smith	X			

2012 BUDGET MESSAGE

Upper Township

(Cape May)

Fire District No. 3 Budget

FISCAL YEAR: From January 1, 2012 to December 31, 2012

1. Complete a brief statement on the 2012 proposed Annual Budget and make comparison to the current year's adopted budget. Explain significant increases or decreases, if any.

The 2012 proposed budget reflects a 2% increase in revenue to be raised through taxation from that in 2011, along with the usage of the Cap "Bank" saved from 2011. There is significant decrease from the prior year when the district elected to utilize fund balance of \$125,000 for new equipment.

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

The amount to be raised from taxation is budgeted to increase 2% or \$9,776. This is not expected to have a significant effect on the local tax rate. The proposed budget should have no effect on the restricted and unreserved fund balances.

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

The property tax levy cap has been complied with.

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

N/A

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

N/A

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

N/A

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

N/A

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

7a. Total Assessed Valuation of District	\$833,203,233
7b. Proposed Tax Rate per \$100 of Assessed Valuation	\$.059

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

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

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

No:	<input type="checkbox"/>	Yes:	<input type="checkbox"/>
-----	--------------------------	------	--------------------------

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

----ANTICIPATED REVENUES----

----FUND BALANCE UTILIZED----	CROSS REF.	2012 PROPOSED BUDGET	2011 CURRENT YEAR'S ADOPTED BUDGET
-----	----	-----	-----
UNRESTRICTED FUND BALANCE	* A-1 *	\$0 *	\$125,000 *
RESTRICTED FUND BALANCE	* A-2 *	\$0 *	\$0 *
TOTAL FUND BALANCE UTILIZED	* R-1 *	\$0 *	\$125,000 *
		=====	=====

----MISCELLANEOUS ANTICIPATED REVENUES----	CROSS REF.	2012 PROPOSED BUDGET	2011 CURRENT YEAR'S ADOPTED BUDGET
-----	----	-----	-----
SHARED SERVICES (N.J.S.A. 40A:65-1 et seq.)	* *	\$0 *	\$0 *
JOINT PURCHASING AGRMNTS. (N.J.S. 40A:10 & 11)	* *	\$0 *	\$0 *
EMERGENCY ASSISTANCE (N.J.S. 40A:14-26)	* *	\$0 *	\$0 *
MUNICIPAL ASSISTANCE (N.J.S. 40A:14-34)	* *	\$0 *	\$0 *
MUNICIPAL ASSIST. - ADJOIN. (N.J.S. 40A:14-35)	* *	\$0 *	\$0 *
CONTRACTS - VOL. FIRE CO. (N.J.S. 40A:14-68)	* *	\$0 *	\$0 *
LEASES - LOCAL MUNICIPALITY (N.J.S. 40A:14-83)	* *	\$0 *	\$0 *
RENTAL INCOME	* *	\$0 *	\$0 *
SALE OF ASSETS	* A-3 *	\$0 *	*
INTEREST ON INVESTMENTS AND DEPOSITS	* A-4 *	\$2,419 *	\$3,500 *
OTHER REVENUE	* A-5 *	\$0 *	\$0 *
TOTAL MISCELLANEOUS REVENUES ANTICIPATED	* R-2 *	\$2,419 *	\$3,500 *
		=====	=====

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

----ANTICIPATED REVENUES----

----OPERATING GRANT REVENUE----	CROSS REF.	2012 PROPOSED BUDGET	2011 CURRENT YEAR'S ADOPTED BUDGET
-----	----	-----	-----
SUPPLEMENTAL FIRE SERV. ACT (P.L. 1985, c. 295)	* * *	\$0 *	\$0 *
OTHER GRANTS & ENTITLEMENTS	* A-6 *	\$0 *	\$0 *
TOTAL OPERATING GRANT REVENUE	* R-3 *	\$0 *	\$0 *
		=====	=====

MISCELLANEOUS REVENUES OFFSET WITH APPROPRIATIONS:

-----	CROSS REF.	2012 PROPOSED BUDGET	2011 CURRENT YEAR'S ADOPTED BUDGET
-----	----	-----	-----
UNIFORM FIRE SAFETY ACT (P.L. 1983. c. 383)			
RESERVES UTILIZED	* * *	\$0 *	\$0 *
ANNUAL REGISTRATION FEES	* * *	\$0 *	\$0 *
PENALTIES AND FINES	* * *	\$0 *	\$0 *
OTHER REVENUES	* * *	\$0 *	\$0 *
TOTAL UNIFORM FIRE SAFETY ACT REVENUES	* A-7 *	\$0 *	\$0 *
OTHER REVENUES OFFSET WITH APPROPRIATIONS	* A-8 *	\$0 *	\$0 *
TOTAL REVENUES OFFSET WITH APPROPRIATIONS	* R-4 *	\$0 *	\$0 *
		=====	=====
TOTAL REVENUES AND FUND BALANCE UTILIZED (R-1 + R-2 + R-3 + R-4)	* B-1 *	\$2,419 *	\$128,500 *
AMOUNT TO BE RAISED BY TAXATION TO SUPPORT THE DISTRICT BUDGET	* R-5 *	\$503,720 *	\$488,805 *
TOTAL ANTICIPATED REVENUES (B-1 + R-5)	* B-2 *	\$506,139 *	\$617,305 *
		=====	=====

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

\$503,720

Amount Over Levy Cap

\$0

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

----BUDGETED APPROPRIATIONS----

----OPERATING APPROPRIATIONS----

----- ----ADMINISTRATION---- -----	CROSS REF. -----	2012 PROPOSED BUDGET -----	2011 CURRENT YEAR'S ADOPTED BUDGET -----
SALARY & WAGES	* A-9 *	\$2,975 *	\$2,975 *
FRINGE BENEFITS	* A-13 *	\$0 *	\$0 *
OTHER EXPENSES	* A-11 *	\$14,100 *	\$16,100 *
		-----	-----
TOTAL ADMINISTRATION	* E-1 *	\$17,075 *	\$19,075 *
		=====	=====

----COST OF OPERATIONS & MAINTENANCE----

-----	CROSS REF. -----	2012 PROPOSED BUDGET -----	2011 CURRENT YEAR'S ADOPTED BUDGET -----
SALARY & WAGES	* A-10 *	\$0 *	\$0 *
FRINGE BENEFITS	* A-14 *	\$0 *	\$0 *
OTHER EXPENSES	* A-12 *	\$486,308 *	\$598,230 *
		-----	-----
TOTAL COST OF OPERATIONS & MAINTENANCE	* E-2 *	\$486,308 *	\$598,230 *
		=====	=====

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

----BUDGETED APPROPRIATIONS----

----OPERATING APPROPRIATIONS----

----- ----OPERATING APPROPRIATIONS OFF-SET---- WITH REVENUES -----	CROSS REF. -----	2012 PROPOSED BUDGET -----	2011 CURRENT YEAR'S ADOPTED BUDGET -----
SALARY & WAGES	* A-15 *	\$0 *	* *
FRINGE BENEFITS	* A-16 *	\$0 *	\$0 *
OTHER EXPENSES	* A-17 *	\$0 *	\$0 *
		-----	-----
TOTAL APPROPRIATIONS OFFSET WITH REVENUES	* E-3 *	\$0 *	\$0 *
		=====	=====

----APPROPRIATIONS FOR DULY INCORPORATED---- FIRST AID/RESCUE SQUAD ASSOC. (N.J.S. 40A:14-85.1) -----	CROSS REF. -----	2012 PROPOSED BUDGET -----	2011 CURRENT YEAR'S ADOPTED BUDGET -----
VEHICLES	* *	\$0 *	\$0 *
EQUIPMENT	* *	\$0 *	\$0 *
MATERIALS & SUPPLIES	* *	\$0 *	\$0 *
		-----	-----
TOTAL APPROPRIATIONS FOR DULY INCORP. FIRST AID/RESCUE SQUAD ASSOC.	* E-4 *	\$0 *	\$0 *
		=====	=====

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

----BUDGETED APPROPRIATIONS----

----DEFERRED CHARGES----

**CROSS
REF.**

**2012
PROPOSED
BUDGET**

**2011
CURRENT YEAR'S
ADOPTED
BUDGET**

EMERGENCY APPROPRIATIONS (N.J.S. 40A:14-78.14)

(1)	*	*	\$0 *	\$0 *
(2)	*	*	\$0 *	\$0 *
(3)	*	*	\$0 *	\$0 *

OTHER DEFERRED CHARGES - (List & Cite Statute)

(1) Declared State of Emergency (N.J.S. 40A:4-45.45 10b)	*	*	n/a *	\$0 *
(2)	*	*	\$0 *	\$0 *
(3)	*	*	\$0 *	\$0 *

TOTAL DEFERRED CHARGES

*	E-5	*	\$0 *	\$0 *
			=====	=====

----DEFICITS FROM OPERATIONS----

**CROSS
REF.**

**2012
PROPOSED
BUDGET**

**2011
CURRENT YEAR'S
ADOPTED
BUDGET**

**CASH DEFICIT OF PRECEEDING YEAR
(N.J.S. 40A:14-78.6)**

*	E-6	*	\$0 *	\$0 *
			=====	=====

**CROSS
REF.**

**2012
PROPOSED
BUDGET**

**2011
CURRENT YEAR'S
ADOPTED
BUDGET**

**LENGTH OF SERVICE AWARD PROGRAM
(LOSAP) - CONTRIBUTION (P.L. 1997, c. 388)**

*	E-7	*	\$0 *	\$0 *
			=====	=====

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3

----BUDGETED APPROPRIATIONS----

----CAPITAL APPROPRIATIONS----

	2012	2011
	PROPOSED	CURRENT YEAR'S
	BUDGET	ADOPTED
	-----	-----

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

	Date of	Affirmative		
List Project Separately	Voter Approval	Asset Type	Vote %	
(1)		Asset Type (Select) *	*	\$0 * \$0 *
(2)		Asset Type (Select) *	*	\$0 * \$0 *
(3)		Asset Type (Select) *	*	\$0 * \$0 *
(4)		Asset Type (Select) *	*	\$0 * \$0 *
(5)		Asset Type (Select) *	*	\$0 * \$0 *
(6)		Asset Type (Select) *	*	\$0 * \$0 *

DOWN PAYMENTS (N.J.S. 40A:14-85)

	List Separately	Date of	Affirmative	
Project	Date	Voter Approval	Vote %	
(1)		Asset Type (Select) *	*	\$0 * \$0 *
(2)		Asset Type (Select) *	*	\$0 * \$0 *
(3)		Asset Type (Select) *	*	\$0 * \$0 *
(4)		Asset Type (Select) *	*	\$0 * \$0 *
(5)		Asset Type (Select) *	*	\$0 * \$0 *

Total Capital Improvements/Down Payments	* C-1 *	\$0 *	\$0 *
---	---------	-------	-------

RESERVE FOR FUTURE CAPITAL OUTLAYS	* C-2 *	\$2,756 *	\$0 *
---	---------	-----------	-------

TOTAL CAPITAL APPROPRIATIONS (C-1 + C-2)	* E-8 *	\$2,756 *	\$0 *
--	---------	-----------	-------

Capital Appropriations offset with Restricted Fund	[]	[]
Capital Appropriations offset with Grants	[]	[]
Capital Appropriations offset with Unrestricted Fund	[]	[]

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

----BUDGETED APPROPRIATIONS----

----DEBT SERVICE FOR CAPITAL----

----APPROPRIATIONS----

----PRINCIPAL PAYMENTS----

	CROSS REF.	2012 PROPOSED BUDGET	2011 CURRENT YEAR'S ADOPTED BUDGET
GENERAL OBLIGATION BONDS	* P-1 *	\$0	\$0
BOND ANTICIPATION NOTES	* P-2 *	\$0	\$0
CAPITAL LEASES	* P-3 *	\$0	\$0
INTERGOVERNMENTAL LOANS	* P-4 *	\$0	\$0
OTHER BONDS OR NOTES	* P-5 *	\$0	\$0
TOTAL PRINCIPAL PAYMENTS	* D-1 *	<u>\$0</u>	<u>\$0</u>

----INTEREST PAYMENTS----

	CROSS REF.	2012 PROPOSED BUDGET	2011 CURRENT YEAR'S ADOPTED BUDGET
GENERAL OBLIGATION BONDS	* I-1 *	\$0	\$0
BOND ANTICIPATION NOTES	* I-2 *	\$0	\$0
CAPITAL LEASES	* I-3 *	\$0	\$0
INTERGOVERNMENTAL LOANS	* I-4 *	\$0	\$0
OTHER BONDS OR NOTES	* I-5 *	\$0	\$0
TOTAL INTEREST PAYMENTS	* D-2 *	<u>\$0</u>	<u>\$0</u>

TOTAL DEBT SERVICE APPROPRIATIONS

(D-1 + D-2)

TOTAL BUDGETED APPROPRIATIONS
(E-1 + E-2 + E-3 + E-4 + E-5 + E-6 + E-7 + E-8+ E-9)

* E-9 *	\$0	\$0
* B-2 *	<u>\$506,139</u>	<u>\$617,305</u>

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

----BUDGETED APPROPRIATIONS----

		SS Page Number	2012 Proposed Budget Amount Requested	2011 Adopted Budget Amount Requested
----Summary of Referendum Line Items----				
Insert new rows here				
			\$0	\$0
TOTAL Referendum Line Items			\$0	\$0

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

		SS Page Number	2012 Proposed Budget Amount Requested	2011 Adopted Budget Amount Requested
----Summary of Release of Restricted Fund Balance Referendum Line Items----				
Insert new rows here				
			\$0	\$0
TOTAL of Release of Restricted Fund Balance			\$0	\$0

2012 ADOPTION CERTIFICATION

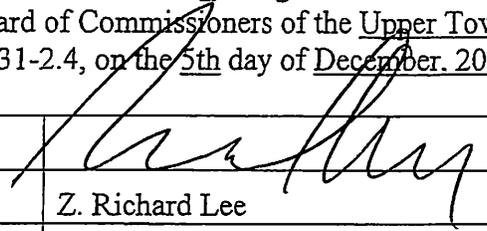
Upper Township

(Cape May)

Fire District No. 3 Budget

FISCAL YEAR: From January 1, 2012 to December 31, 2012

It is hereby certified that the Fire District No. 3 Budget annexed hereto is a true copy of the Budget adopted by the Board of Commissioners of the Upper Township Fire District No. 3, pursuant to N.J.A.C. 5:31-2.4, on the 5th day of December, 2011.

Secretary's Signature:			
Name:	Z. Richard Lee		
Title:	Secretary		
Address:	37 Route 9, North, Marmora, NJ 08223		
Phone Number:	609-390-3738	Fax Number:	
E-mail address			

2012 ADOPTED BUDGET RESOLUTION

Upper Township

(Cape May)

Fire District No. 3

FISCAL YEAR: From January 1, 2012 to December 31, 2012

WHEREAS, the Annual Budget for the Upper Township Fire District No. 3 for the fiscal year beginning January 1, 2012 and ending December 31, 2012 has been presented for adoption before the Board of Commissioners of the Upper Township Fire District No. 3 at its open public meeting of December 5, 2011; 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 \$0.00 in excess of the allowable amount to be raised by taxation*] [*includes a proposed public referendum in the amount of \$0.00 as an appropriation from restricted fund balance to be used as a budget revenue*]; and,

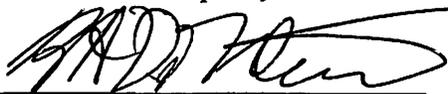
WHEREAS, the Annual Budget as presented for adoption reflects Total Revenues of \$506.139.00, which includes amount to be raised by taxation of \$503.720.00 and Total Appropriations of \$506.139.00; and

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

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Upper Township Fire District No. 3, at an open public meeting held on December 5, 2011 that the Annual Budget of the Upper Township Fire District No. 3 for the fiscal year beginning January 1, 2012 and ending December 31, 2012 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 \$506.139.00, which includes amount to be raised by taxation of \$503.720.00 and Total Appropriations of \$506.139.00; and,

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

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



(Secretary's Signature)

December 5, 2011

(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Robert DiNicolantonio	✓			
Thomas Swenk	✓			
Kurt Austin	✓			
Z. Richard Lee	✓			
Robert Smith				✓

2012

Upper Township Fire District #3
(Cape May)

Supplemental Schedules

Department Of



Community
Affairs

Division of Local Government Services

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

-----SUPPLEMENTAL SCHEDULES-----

----UNRESTRICTED FUND BALANCE----	CROSS REF.	2012 PROPOSED BUDGET
-----	-----	-----
(1) BEGINNING BALANCE JAN. 1, 2011	* AUDIT *	\$185,566 *
(2) UTILIZED IN CURRENT YEAR'S ADOPTED BUDGET	* *	\$125,000 *
(3) PROPOSED BALANCE AVAILABLE (Line 1 - Line 2)	* *	\$60,566 *
(4) ESTIMATED RESULTS OF OPERATIONS IN CURRENT BUDGET	* *	*
(5) ANTICIPATED BALANCE - DEC. 31, 2011 (Line 3 + Line 4)	* *	\$60,566 *
(6) UTILIZED IN PROPOSED BUDGET - 2012	* A-1 *	*
(7) PROPOSED BALANCE AFTER UTILIZATION IN 2012 BUDGET (Line 5 - Line 6)	* *	\$60,566 *

----RESTRICTED FUND BALANCE----	CROSS REF.	2012 PROPOSED BUDGET
-----	-----	-----
(8) BEGINNING BALANCE JAN. 1, 2011	* AUDIT *	\$20,700 *
(9) Utilized in Current Year's Adopted Budget	* *	*
(10) PROPOSED BALANCE AVAILABLE (Line 8 - Line 9)	* *	\$20,700 *
(11) Estimated Results of Operations in Current Budget	* *	*
(12) ANTICIPATED BALANCE - DEC. 31, 2011 (Line 10 + Line 11)	* *	\$20,700 *
(13) A. Used in Proposed Budget for Capital Purposes (Page 9) *	A-2 *	*
B. Release Referendum Resolution (Page 10A) *	* *	*
Total Proposed Use of Restricted Fund Balance		
(14) PROPOSED BALANCE AFTER UTILIZATION IN 2012 BUDGET (Line 12 - Line 13A - 13B)	* *	\$20,700 *

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

-----SUPPLEMENTAL SCHEDULES-----

----SALE OF ASSETS----

		CROSS REF.	PURCHASE BASIS	2012 PROPOSED SALE VALUE
DESCRIPTION OF ASSET (list individually)				
(1)		*	*	*
(2)		*	*	*
(3)		*	*	*
TOTAL SALE OF ASSETS		* A-3 *		*

**----INTEREST ON INVESTMENTS----
AND DEPOSITS (N.J.S.A. 40A:5-15.1)**

		CROSS REF.	2012 PROPOSED BUDGET	2011 CURRENT YEAR'S ADOPTED BUDGET
INVESTMENTS/ACCOUNTS (List Each)				
(1)	CERTIFICATES OF DEPOSIT	*	\$2,419	\$3,500
(2)		*		*
(3)		*		*
(4)		*		*
(5)		*		*
(6)		*		*
(7)		*		*
TOTAL INTEREST ON INVESTMENTS AND DEPOSITS		* A-4 *	\$2,419	\$3,500

----OTHER REVENUE----

		CROSS REF.	2012 PROPOSED BUDGET	2011 CURRENT YEAR'S ADOPTED BUDGET
LIST IN DETAIL:				
(1)		*		*
(2)		*		*
(3)		*		*
(4)		*		*
(5)		*		*
TOTAL OTHER REVENUE		* A-5 *		*

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

-----SUPPLEMENTAL SCHEDULES-----

**----OTHER GRANTS &----
ENTITLEMENTS**

**CROSS
REF.**

**2012
PROPOSED
BUDGET**

**2011
CURRENT YEAR'S
ADOPTED
BUDGET**

LIST IN DETAIL:

(1)	*	*	*	*
(2)	*	*	*	*
(3)	*	*	*	*
(4)	*	*	*	*
(5)	*	*	*	*
(6)	*	*	*	*
(7)	*	*	*	*
(8)	*	*	*	*
(9)	*	*	*	*
TOTAL OTHER GRANTS & ENTITLEMENTS	*	A-6 *	----- ----- =====	----- ----- =====

**----OTHER REVENUES OFF-SET WITH----
APPROPRIATIONS**

**CROSS
REF.**

**2012
PROPOSED
BUDGET**

**2011
CURRENT YEAR'S
ADOPTED
BUDGET**

LIST IN DETAIL:

(1)	*	*	*	*
(2)	*	*	*	*
(3)	*	*	*	*
(4)	*	*	*	*
(5)	*	*	*	*
(6)	*	*	*	*
(7)	*	*	*	*
(8)	*	*	*	*
(9)	*	*	*	*
TOTAL OTHER REVENUES OFF-SET	*	A-8 *	----- ----- =====	----- ----- =====

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

---SUPPLEMENTAL SCHEDULES---

---ADMINISTRATION---

SALARY & WAGES (N.J.S. 40A:14-78.7)

TITLE	# of Staff	Annual Compensation	2012
			Proposed Budget
COMMISSIONERS	5	\$595	\$2,975
OTHER - LIST INDIVIDUALLY:			
(1)			
(2)			
(3)			
(4)			
(5) Appendix brought forward	AP-1		
TOTAL ADMINISTRATION S&W	A-9		\$2,975

---COST OF OPERATIONS & MAINTENANCE---

SALARY & WAGES (N.J.S. 40A:14-78.7)

TITLE	# of Staff	Annual Compensation	2012
			Proposed Budget
LIST INDIVIDUALLY:			
(1)			
(2)			
(3)			
(4)			
(5) Appendix brought forward	AP-2		
TOTAL COST OF OPERATIONS S&W	A-10		

---OTHER COSTS OFFSET BY REVENUES---

SALARY & WAGES (N.J.S. 40A:14-78.7)

TITLE	# of Staff	Annual Compensation	2012
			Proposed Budget
LIST INDIVIDUALLY:			
(1)			
(2)			
(3)			
(4)			
(5) Appendix brought forward	AP-3		
TOTAL Salaries Offset by Revenues	A-15		

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

----Salary Expense Appendix (N.J.S.A. 40A:14-78.6)----

			2012
TITLE			# of Staff
Administrative Postions (list Individually)			Annual Compensation
			Proposed Budget
Insert new rows here			
TOTAL ADMINISTRATION S&W appendix			AP-1

Operation & Maintenance Postions (list Individually)			
Insert new rows here			
TOTAL COST OF OPERATIONS S&W Appendix			AP-2

Salary Offset by Revenue Postions (list Individually)			
Insert new rows here			
Total Salaries Offset By Revenue Appendix			AP-3

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

**-----SUPPLEMENTAL SCHEDULES-----
FRINGE BENEFIT COSTS**

PROPOSED BUDGET		2012		
Title	Administra- tion	Cost of Operation and Maintenance	Other Costs Offset by Revenue	Total
(1) Public Employee RS Contribution	\$0	\$0	\$0	
Total PERS	\$0	\$0	\$0	\$0
(2) Police & Fire RS Contribution	\$0	\$0	\$0	
Total PFRS	\$0	\$0	\$0	\$0
(3) Employee Group Health Insurance	\$0	\$0	\$0	
Total Group Health Insurance	\$0	\$0	\$0	\$0
(4) Other Fringe	\$0	\$0	\$0	
Total Other Fringe	\$0	\$0	\$0	\$0
TOTAL PROPOSED BUDGET	\$0	\$0	\$0	\$0
Cross Reference	A-13	A-14	A-16	

ADOPTED BUDGET		2011		
Title	Administra- tion	Cost of Operation and Maintenance	Other Costs Offset by Revenue	Total
(1) Public Employee RS Contribution	\$0	\$0	\$0	
Total PERS	\$0	\$0	\$0	\$0
(2) Police & Fire RS Contribution	\$0	\$0	\$0	
Total PFRS	\$0	\$0	\$0	\$0
(3) Employee Group Health Insurance	\$0	\$0	\$0	
Total Group Health Insurance	\$0	\$0	\$0	\$0
(4) Other Fringe	\$0	\$0	\$0	
Total Other Fringe	\$0	\$0	\$0	\$0
TOTAL ADOPTED BUDGET	\$0	\$0	\$0	\$0
Cross Reference	A-13	A-14	A-16	

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

-----SUPPLEMENTAL SCHEDULES-----

----ADMINISTRATION----

OTHER EXPENSES (N.J.S. 40A:14-78.6)

	Cross Ref.	2012 Proposed Budget	2011 Current Year Adopted Budget
OPERATING - (List Individually):			
(1) OFFICE EXPENSE		\$1,000	\$1,000
(2) PROFESSIONAL FEES		\$13,000	\$15,000
(3) UTILITIES		\$100	\$100
(4) Appendix brought forward CONTINGENT EXPENSES	AP-4		
OTHER ASSETS - NON-BONDABLE (List Individually):			
(1)			
(2)			
(3) Appendix brought forward	AP-5		
TOTAL ADMINISTRATION OTHER EXPENSES	A-11	\$14,100	\$16,100

----COST OF OPERATIONS----

OTHER EXPENSES (N.J.S. 40A:14-78.6)

	Cross Ref.	2012 Proposed Budget	2011 Current Year Adopted Budget
OPERATING - (List Individually):			
(1) INSURANCE		\$28,500	\$30,000
(2) VEHICLE LEASE		\$80,000	\$80,000
(3) BUILDING LEASE		\$65,000	\$60,000
(4) Appendix brought forward CONTINGENT EXPENSES	AP-6	\$312,808	\$428,230
OTHER ASSETS - NON-BONDABLE (List Individually):			
(1)			
(2)			
(3) Appendix brought forward	AP-7		
TOTAL COST OF OPERATIONS OTHER EXPENSES	A-12	\$486,308	\$598,230

----Other Expenses Offset by Revenue----

OTHER EXPENSES (N.J.S. 40A:14-78.6)

	Cross Ref.	2012 Proposed Budget	2011 Current Year Adopted Budget
OPERATING - (List Individually):			
(1)			
(2)			
(3)			
(4) Appendix brought forward CONTINGENT EXPENSES	AP-8		
OTHER ASSETS - NON-BONDABLE (List Individually):			
(1)			
(2)			
(3) Appendix brought forward	AP-9		
TOTAL Other Expenses Offset by Revenue	A-17		

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

Other Expense Appendix (N.J.S.A. 40A:14-78.6)

Use this page only if additional lines are required on the Supplemental Other Expenses
 Insert additional rows where indicated to ensure they are included in the total
 Totals will be reflected on SS-6

		Cross Ref.	2012 Proposed Budget	2011 Current Year Adopted Budget
ADMINISTRATION				
OPERATING (list individually)				
Insert new rows here				
Total Additional Administration Operating Expenses		AP-4		

OTHER ASSETS - NON-BONDABLE (list individually):				
Insert new rows here				
Total Additional Administration Other Assets		AP-5		

		Cross Ref.	2012 Proposed Budget	2011 Current Year Adopted Budget
COST OF OPERATIONS				
OPERATING - (list individually):				
Insert new rows here	CONTRACT WITH MARMORA VOL FIRE CO		\$286,025	\$283,525
	COST OF FIRE HYDRANTS		\$24,400	\$24,705
	SMALL OPERATING EQUIPMENT			\$20,000
	RESERVE FOR EMERGENCIES		\$2,383	
	RESERVE FOR EQUIPMENT PURCHASES			\$100,000
Total Additional Operating Expenses Operations		AP-6	\$312,808	\$428,230

OTHER ASSETS - NON-BONDABLE (list individually):				
Insert new rows here				
Total Additional Cost of Operations Other Assets		AP-7		

OTHER EXPENSES OFFSET BY REVENUE				
OPERATING - (list individually):				
Insert new rows here				
Total Additional Operating Expenses Offset by Revenue		AP-8		

OTHER ASSETS - NON-BONDABLE (list individually):				
Insert new rows here				
Total Costs Offset by Revenue Other Assets		AP-9		

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

----SUPPLEMENTAL SCHEDULES----

----DEBT SERVICE SCHEDULE----

PRINCIPAL PAYMENTS

Description	Date of Project	Date of Voter Approval	% of Approval	Date of LFB Approval	*	YEARS						
						Adopted Budget 2010	Proposed Budget 2011	Proposed Budget 2012	Proposed Budget 2013	Proposed Budget 2014	Proposed Budget 2015	
General Obligation Bonds												
Insert new rows here					*							
					*							
					*							
					*							
TOTAL PAYMENTS P-1					*							
Bond Anticipation Notes												
Insert new rows here					*							
					*							
					*							
					*							
TOTAL PAYMENTS P-2					*							
Capital Leases												
Insert new rows here					*							
					*							
					*							
TOTAL PAYMENTS P-3					*							
Intergovernmental Loans												
Insert new rows here					*							
					*							
					*							
TOTAL PAYMENTS P-4					*							
Other Bonds Or Notes												
Insert new rows here					*							
					*							
					*							
TOTAL PAYMENTS P-5					*							
Total Principal Debt Payments D-1					*							

2012 FIRE DISTRICT BUDGET

Upper Township Fire District # 3 (Cape May)

---SUPPLEMENTAL SCHEDULES---

---DEBT SERVICE SCHEDULE---

INTEREST PAYMENTS

					Adopted Budget	Proposed Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget
					2010	2011	2012	2013	2014	2015
Description	Date of Project	Date of Voter Approval	% of Approval	Date of LFB Approval						
General Obligation Bonds										
Insert new rows here					*					
					*					
					*					
					*					
					*					
TOTAL PAYMENTS I-1					*					
Bond Anticipation Notes										
Insert new rows here					*					
					*					
					*					
					*					
					*					
TOTAL PAYMENTS I-2					*					
Capital Leases										
Insert new rows here					*					
					*					
					*					
					*					
					*					
TOTAL PAYMENTS I-3					*					
Intergovernmental Loans										
Insert new rows here					*					
					*					
					*					
					*					
TOTAL PAYMENTS I-4					*					
Other Bonds Or Notes										
Insert new rows here					*					
					*					
					*					
					*					
TOTAL PAYMENTS I-5					*					
Total Interest Debt Payments D-2					*					

Fire District Summary Levy Cap Calculation

FDCode	Fire District	COUNTY	EXAMINER
051103	Upper Township Fire District # 3	Cape May	
Model Fire District Tax Levy Calculation Worksheet			
Levy Cap Calculation			
	Prior Year Amount to be Raised by Taxation for Municipal Purposes		\$488,805
	Changes in Service Provider (+/-)		\$0
	DLGS Approved Adjustments		\$0
	Net Prior Year Tax Levy for Municipal Purposes for Cap Calculation		\$488,805
	Plus 2% Cap increase		\$9,776
	Adjusted Tax Levy Prior to Exclusions		\$498,581
	Exclusions:		
	Shared Service Exclusion	\$0	
	Change in Total Debt Service Appropriation	\$0	
	Allowable pension increases	\$0	
	Allowable increase in health care costs	\$0	
	Changes in LOSAP contributions (+/-)	\$0	
	Extraordinary Costs due to a "Declared" Emergency (+/-)	\$0	
	Net Capital Improvement Fund and/or Down Payment on Improvements and Reserve for Future Capital Outlay	\$2,756	
	Add Total Exclusions		\$2,756
	Less Cancelled or Unexpended Referendum Amounts		\$0
	Adjusted Tax Levy		\$501,337
	Additions:		
	New Ratables - Increase in Valuations (New Construction and Additions)	\$4,039,200	
	Prior Year Local Fire District Tax Rate (3 decimals/\$100)	\$0.059	\$2,383
	Amount Utilized from Levy Cap Bank from 2011		\$2,756
	Subtotal: Maximum Tax Levy Before Referendum		\$506,476
	Amount Proposed for Levy Cap Referendum		\$0
	Maximum Allowable Amount to be Raised by Taxation		\$503,720
Cap Bank Calculation			
	Amount To Be Raised By Taxation		503720
	Cap Bank Available from Prior Year (2011)		\$2,756
	Revised Cap Bank from Prior Year (2011)		\$0
	Cap Bank Available from 2012		2756 \$506,476

Health Insurance Exclusion Calculation Sheet

FY 2012 State Health Benefits Program Average Increase: 9.0%

Fire District	COUNTY	EXAMINER	
Upper Township Fire District # 3	Cape May		
These amounts are drawn from SS-5A Fringe Benefits. If a waiver or referendum is planned for this expense, that amount must be manually entered		<u>Proposed Budget</u>	<u>Adopted Budget</u>
Administration Health Insurance Appropriation		\$0	\$0
Operations & Maintenance Health Insurance Appropriation		\$0	\$0
A. Proposed Budget Group Health Insurance		\$0	\$0
NET INCREASE (DECREASE)		\$0	
1. Net Increase Divided by 2011 Amount Budgeted = % Increase		0.00%	
2. SFY 2012 State Health Average <u>9.0%</u> ; Less 2% = % Increase added to current levy		0.00%	
3. % Increase (B1) less % Increase Exclusion (B2) = % increase inside cap		0.00%	
5. % Increase Exclusion (B2) * 2011 Expended = 2012 appropriation added to levy		\$0	
6. Amount above the Levy Exclusion (Actual Increase - State Health Benefit Average)		\$0	
2012 Increase in Appropriation		\$0	

Pension Contribution Calculation Sheet

Fire District	COUNTY	EXAMINER
Upper Township Fire District # 3	Cape May	
Proposed Budget PERS Contribution Appropriated		\$0
Proposed Budget PFRS Contribution Appropriated		\$0
Anticipated Revenues for Fringe Benefits Directly Offsetting Pension Costs		\$0
*Net Current Year Base Amount		\$0
Adopted Budget PERS Contribution		\$0
Adopted Budget PFRS Contribution		\$0
Realized Revenues for Fringe Benefits Directly Offsetting Pension Costs		\$0
*Net Prior Year Base Amount		\$0
Pension Contribution Exclusion		\$0

LOSAP Calculation Sheet

Fire District	COUNTY	EXAMINER
Upper Township Fire District # 3	Cape May	
LOSAP - Proposed Budget		\$0
LOSAP - Adopted Budget		\$0
LOSAP Exclusion (+/-)		\$0

Debt Service Calculation Sheet

Fire District	COUNTY	EXAMINER
Upper Township Fire District # 3	Cape May	
Total Debt Service Appropriation (Proposed Budget)		\$0
Current Year Base Amount		\$0
Total Debt Service Appropriation Expended (Adopted Budget)		\$0
Adopted Budget Base Amount		\$0
Debt Service Exclusion		\$0

Capital Appropriation Calculation Sheet

Fire District	COUNTY	EXAMINER
Upper Township Fire District # 3	Cape May	
Total Capital Appropriation (Proposed Budget)		\$2,756
Capital Appropriation offset from Restricted Fund (Proposed Budget)		\$0
Capital Appropriation offset from Grant Revenue (Proposed Budget)		\$0
Capital Appropriation offset from Unrestricted Fund (Proposed Budget)		\$0
Current Year Base Amount		\$2,756
Total Capital Appropriation (Adopted Budget)		\$0
Capital Appropriation offset from Restricted Fund (Adopted Budget)		\$0
Capital Appropriation offset from Grant Revenue (Adopted Budget)		\$0
Capital Appropriation offset from Unrestricted Fund (Adopted Budget)		\$0
Adopted Budget Base Amount		\$0
Capital Expenditure Exclusion		\$2,756

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

Shared Services Calculation Sheet

Fire District		EXAMINER
Upper Township Fire District # 3 (Cape May)		
Current Year Shared Services Capital, Debt Service, Pension, Health Benefits and Declared Emergency Appropriations		\$0
Prior Year Shared Services Capital, Debt Service, Pension, Health Benefits and Declared Emergencies Expended		\$0
Shared Service Exclusion		\$0

2012 FIRE DISTRICT BUDGET

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

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

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

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

7. Next, follow the instructions below:

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

Upper Township Fire District # 3 (Cape May)

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

Upper Township Fire
 District # 3
 Cape May
 Michael
 Bohrer
 609-390-0600
mblawcpa@aol.com

Adopted Budget Amount to be Raised by Taxation to support the District budget (Page 5)

Cap Bank Available for 2012 (See Levy Cap Certification)

Cap Bank Used in 2012

Changes in Service Provider (+/-)

DLGS Approved Adjustments

Cancelled or Unexpended Referendum Amount

(Enter as a positive number)

Assessed Valuation of District for adopted budget

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

Adopted Fire District Tax Rate (per \$100)

	\$488,805
	\$2,756
	\$2,756
	832,084,100
	\$4,039,200
	\$0.059

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

CERTIFICATION OF NEW CONSTRUCTION/IMPROVEMENTS/PARTIAL ASSESSMENTS
(N.J.S.A. 40A:4-45.44 et seq.)

MUNICIPALITY Upper Township

COUNTY Cape May

FIRE DISTRICT CODE: 3- Marmora

TOTAL NUMBER OF FIRE DISTRICTS 4

FILE FORM CNC-3 FOR THE CURRENT YEAR IMMEDIATELY FOR FIRE DISTRICTS IN THE MUNICIPALITY

1. Aggregate assessed value for the fire district for the current tax year filed on January 10 of the tax year. This is the fire district value on October 1 before added assessments. FOR REFERENCE ONLY.

\$ 832,084,100 (1)

2. Total valuation of new construction and improvements (not prorated) from the Added Assessment List filed on October 1 of the current calendar tax year minus the total valuation of any added assessment tax appeal reductions from the prior year. Do not include omitted added assessments, prior year added assessments, omitted assessments, or property transferred from the exempt list to the taxable list, or any land, whether subdivided or not.

4,053,600 original (2)
(14,400) appeals 2010
4,039,200

10-12-11
DATE

[Signature]
ASSESSOR SIGNATURE

ASSESSOR: UPON ENTERING DATA ON LINES 1 AND 2 ABOVE, SIGN AND DATE FORM, THEN IMMEDIATELY FORWARD FORM CNC-3 TO THE TAX COLLECTOR FOR COMPLETION. REFER TO INSTRUCTIONS FOR FILING AND DISPOSITION OF FORM CNC-3 ON REVERSE SIDE.

3. Fire District TAX RATE from CURRENT YEAR (expressed as a decimal, \$ per hundred).

.059 (3)

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

\$ 2,383.12 (4)

10/13/11
DATE

[Signature]
TAX COLLECTOR SIGNATURE