

2012 MUNICIPAL DATA SHEET
(MUST ACCOMPANY 2012 BUDGET)

MUNICIPALITY: Borough of Freehold COUNTY: Monmouth

J. Nolan Higgins Mayor's Name	12/31/2015 Term Expires
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Municipal Officials	
Traci DiBenedetto Municipal Clerk	02/01/2008 Date of Orig. Appt. C-1512 Cert. No.
Nancy Forman Tax Collector	1484 Cert. No.
Richard J. Gartz Chief Financial Officer	N-0819 Cert. No.
Richard J. Gartz Registered Municipal Accountant	469 Lic. No.
Kerry Higgins Municipal Attorney	

Official Mailing Address of Municipality

Borough of Freehold
51 West Main Street
Freehold, New Jersey 07728

Fax #: (732) 409-1453

Name	Governing Body Members	Term Expires
Jaye S. Sims		12/31/2013
George Schnurr		12/31/2014
Michael DiBenedetto		12/31/2014
Kevin Kane		12/31/2013
Sharon Shutzer		12/31/2012
John Newman		12/31/2012

Please attach this to your 2012 Budget and Mail to:

Director, Division of Local Government Services
Department of Community Affairs
PO Box 803
Trenton, NJ 08625

Division Use Only
Municode: _____
Public Hearing Date: _____

2012

MUNICIPAL BUDGET

Municipal Budget of the Borough of Freehold County of Monmouth for the Fiscal Year 2012.

It is hereby certified that the Budget and Capital Budget annexed hereto and hereby made a part hereof is a true copy of the Budget and Capital Budget approved by resolution of the Governing Body on the

19th day of March, 2012
and that public advertisement will be made in accordance with the provisions of N.J.S. 40A:4-6 and N.J.A.C. 5:30-4.4(d).
Certified by me, this 19th day of March, 2012

Jacqui S. Benedetto
Clerk
51 West Main Street
Freehold, New Jersey 07728
(732) 462-1410
Phone Number

It is hereby certified that the approved Budget annexed hereto and hereby made a part is an exact copy of the original on file with the Clerk of the Governing Body, that all additions are correct, all statements contained herein are in proof and the total of anticipated revenues equals the total of appropriations.

Certified by me, this 19th day of March, 2012
[Signature]
Registered Municipal Accountant
Freehold, NJ 07728
Address 51 West Main Street
732-462-1410
Phone Number

It is hereby certified that the approved Budget annexed hereto and hereby made a part is an exact copy of the original on file with the Clerk of the Governing Body, that all additions are correct, all statements contained herein are in proof, the total of anticipated revenues equals the total of appropriations and the budget is in full compliance with the Local Budget Law, N.J.S. 40A:4-1 et seq.

Certified by me, this 19th day of March, 2012
[Signature]
Chief Financial Officer

DO NOT USE THESE SPACES

(Do Not advertise this Certification form)

CERTIFICATION OF ADOPTED BUDGET

It is hereby certified that the amount to be raised by taxation for local purposes has been compared with the approved Budget previously certified by me and any changes required as a condition to such approval have been made. The adopted budget is certified with respect to the foregoing only.

STATE OF NEW JERSEY
Department of Community Affairs
Director of the Division of Local Government Services

Dated: _____, 2012 By: _____

CERTIFICATION OF APPROVED BUDGET

It is hereby certified that the Approved Budget made part hereof complies with the requirements of law, and approval is given pursuant to N.J.S. 40A:4-79.

STATE OF NEW JERSEY
Department of Community Affairs
Director of the Division of Local Government Services

Dated: _____, 2012 By: _____

COMMENTS OR CHANGES REQUIRED AS A CONDITION OF CERTIFICATION OF DIRECTOR OF LOCAL GOVERNMENT SERVICES

The changes or comments which follow must be considered in connection with further action on this budget.

_____ Borough of Freehold _____, County of _____ Monmouth _____

**EXPLANATORY STATEMENT - (Continued)
SUMMARY OF 2011 APPROPRIATIONS EXPENDED AND CANCELED**

	General Budget	Water Utility	Water-Sewer Utility	Utility
Budget Appropriations - Adopted Budget	14,829,519.80		5,953,097.00	
Budget Appropriations Added by N.J.S. 40A:4-87	6,560.10			
Emergency Appropriations				
Total Appropriations	14,836,079.90		5,953,097.00	
<u>Expenditures:</u>				
Paid or Charged (Including Reserve for Uncollected Taxes)	13,793,084.09		5,585,953.82	
Reserved	1,042,994.56		367,143.18	
Unexpended Balances Canceled	1.25			
Total Expenditures and Unexpended Balances Canceled	14,836,079.90		5,953,097.00	
Overexpenditures*				

*See Budget Appropriation items so marked to the right of column "Expended 2011 Reserved".

Explanations of Appropriations for "Other Expenses":

The amounts appropriated under the title of "Other Expenses" are for operating costs other than "Salaries & Wages".

Some of the items included in "Other Expenses" are:

Materials, supplies and non-bondable equipment;

Repairs and maintenance of buildings, equipment, roads, etc.;

Contractual services for garbage and trash removal, fire hydrant service, aid to volunteer fire companies, etc.;

Printing and advertising, utility services, insurance and many other items essential to the services rendered by municipal government.

EXPLANATORY STATEMENT - (Continued)
BUDGET MESSAGE

Appropriation CAP Calculation: 2011 Budget Base	\$ 11,097,445.00	Tax Levy CAP Calculation: Prior Year(2011) Amount to be Raised by Taxation for Municipal Purposes	\$ 8,461,226.00
Add 2011 Apporportiations moved to Inside CAP in 2012:		Less: Prior Year Recycling Tax	(15,768.00)
Balance on which 2% CAP is applied	\$ 11,097,445.00	Add: 2% Tax Levy CAP Increase	\$ 8,445,458.00
2.5% CAP	277,436.13	Adjusted Tax Levy Permitted Prior to Exclusions	168,909.00
CAP Bank 2010	\$ 11,374,881.13	Exclusions:	\$ 8,614,367.00
CAP Bank 2011	780,342.81	Allowable Health Insurance Cost Increases	-
Increase CAP in Assessed Values for New Construction and Improvements in 2011 \$1,386,900 times the 2011 Municipal Tax Rate of \$0.785	154,110.63	Allowable Pension Obligations Increase	-
	10,887.00	Allowable Capital Improvements Increase	-
		Allowable Debt Service and Capital Leases Increase	31,901.00
		Recycling Tax Appropriation	15,768.00
	\$ 12,320,221.57	Adjusted Tax Levy Permitted After Exclusions	\$ 8,662,036.00
		Less Cancelled or Unexpended Exclusions	(1.00)
		Add: New Ratables - Increase in Valuations New Construction (2011 Increase of \$1,386,900 x 2011 Municipal Tax Rate \$0.785)	10,887.00
		CY 2011 Cap Bank Utilized in CY 2012	350,859.00
		Maximum Allowable Amount to be Raised by Taxation	\$ 9,023,781.00
COLA Ordinance - Additional 1.0% CAP	110,974.45	Amount to be Raised by Taxation Included in 2011 Budget	\$ 8,681,517.00
Final Total Appropriations Allowed In CAP	\$ 12,431,196.02	2012 Tax Levy CAP Bank	\$ 342,264.00

Sheet 3b (1)

NOTE:

MANDATORY MINIMUM BUDGET MESSAGE MUST INCLUDE A SUMMARY OF:

1. HOW THE "CAP" WAS CALCULATED. (Explain in words what the "CAPS" mean and show the figures.)
2. A SUMMARY BY FUNCTION OF THE APPROPRIATIONS THAT ARE SPREAD AMONG MORE THAN ONE OFFICIAL LINE ITEM (e.g. if Police S&W appears in the regular section and also under "Operations Excluded from "CAPS" section, combine the figures for purposes of citizen understanding.)

EXPLANATORY STATEMENT - (Continued)
BUDGET MESSAGE

<p>Summary of Appropriations Reflected in More Than One Official Line Item (Continued):</p> <p>Police:</p> <p>Salaries and Wages: Within CAP \$ 3,351,000.00</p> <p>Outside CAP: Federal - Drug Enforcement Agency 4,000.00 Safe and Secure Program - Grant Portion 60,000.00 Safe and Secure Program - Match Portion 148,396.00</p> <p>Drunk Driving Enforcement Program 8,521.96 Click It or Ticket Program 4,000.00</p> <hr/> <p>\$ 3,575,917.96</p>	<p>Summary of Appropriations Reflected in More Than One Official Line Item (Continued):</p> <p>Police:</p> <p>Other Expenses: Within CAP \$ 149,000.00</p> <p>Outside CAP: Drunk Driving Enforcement Fund 8,500.00 Safe and Secure Program - Matching Portion 102,719.20 Federal - Drug Enforcement Agency 9,139.86 Contribution from Private Sources -</p> <p>Bulletproof Vest Program -</p> <p>Body Armor Replacement Program 3,056.22</p> <hr/> <p>\$ 272,415.28</p>
<p>Landfill/Solid Waste Disposal Costs:</p> <p>Other Expenses: Within CAP \$ 463,352.00 O/S CAP 15,768.00</p> <hr/> <p>\$ 479,120.00</p>	<p>Fire:</p> <p>Other Expenses: Within CAP \$ 142,500.00 O.S.H.A. Equipment and Clothing 5,250.00</p> <hr/> <p>\$ 147,750.00</p>

Sheet 3b (1a)

NOTE:
MANDATORY MINIMUM BUDGET MESSAGE MUST INCLUDE A SUMMARY OF:

1. HOW THE "CAP" WAS CALCULATED. (Explain in words what the "CAPS" mean and show the figures.)
2. A SUMMARY BY FUNCTION OF THE APPROPRIATIONS THAT ARE SPREAD AMONG MORE THAN ONE OFFICIAL LINE ITEM (e.g. if Police S&W appears in the regular section and also under "Operations Excluded from "CAPS" section, combine the figures for purposes of citizen understanding.)

EXPLANATORY STATEMENT - (Continued)

BUDGET MESSAGE

A. Analysis of Compensated Absence Liability	Department	Accumulated Absences	Value of Compensated Absences
Labor Agreements:	CWA	483.91	\$ 63,608.36
	PBA	272.88	85,045.83
	SOA	122.50	52,184.54
Borough Ordinance		724.50	104,747.31
Employment Agreement		107.25	31,162.85
Totals		<u>1,711.04 days</u>	<u>\$ 336,748.89</u>

B. Legal basis for benefit (check one or more applicable items)

A duly negotiated and approved labor agreement between employer and a collective bargaining organization per N.J.S.A. 34:13A-1 et seq.

A provision in a local ordinance or enabling resolution.

An Employment agreement with an individual employee, where the use of the benefit therein is authorized by local ordinance or enabling resolution.

C. Funds reserved as of 2011: \$ 48,966.51

Funds appropriated in 2012: \$ 10,000.00

Total: \$ 58,966.51

CURRENT FUND - ANTICIPATED REVENUES - (Continued)

GENERAL REVENUES	FCOA	Anticipated		Realized in Cash in 2011
		2012	2011	
3. Miscellaneous Revenues - Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues Offset with Appropriations (continued):	XXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX
Contribution from Private Sources - Police Department	12-711		500.00	500.00
Contribution from Private Source - Police Department (Youth Police Academy) (\$750 Reserved, Ch. 159)	12-711		1,450.00	1,450.00
Federal - Drug Enforcement Agency (DEA) Funding	10-807	13,139.86		
NJ State Library (George Foreman Antitrust Suit - Ch. 159)	10-745		443.34	443.34
State of New Jersey - Highway Safety Grant (Ch. 159)	10-712		6,116.76	6,116.76
Comcast Cable - Technology Grant (Reserved)	12-712	35,000.00		
State of New Jersey - Body Armor Replacement Fund (Reserved)	10-708	3,056.22		2,944.26
Bulletproof Vest Program	10-709		2,700.00	2,700.00
New Jersey Economic Development Authority - Hazardous Discharge Site	10-710		45,025.00	45,025.00
Total Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues	XXXXXXXXXX 10-001	152,374.85	124,463.36	124,463.36

CURRENT FUND - ANTICIPATED REVENUES - (Continued)

	FCOA	Anticipated		Realized in Cash in 2011
		2012	2011	
GENERAL REVENUES				
3. Miscellaneous Revenues - Section G: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Other Special Items:				
Utility Operating Surplus of Prior Year	08-116	589,863.00	640,000.00	640,000.00
Uniform Fire Safety Act	08-106	25,000.00	19,000.00	30,205.78
Payment in Lieu of Taxes - Senior Citizens Housing Corp.	08-125	220,000.00	217,000.00	220,500.00
Cable Television Franchise Fee	08-121	112,000.00	105,992.00	106,776.09
Reserve for Payment of Bonds	08-123	275,000.00	200,000.00	200,000.00
Reserve for Payment of Notes	08-130		75,000.00	75,000.00
Payment in Lieu of Taxes - Mechanic Street Urban Renewal Project	08-125	90,000.00	90,000.00	99,269.04
Payment in Lieu of Taxes - Rug Mill Families and Seniors Redevelopment Project	08-125	120,000.00	120,000.00	126,100.00
Reserve for Sale of Municipal Assets	08-127	50,000.00	50,000.00	50,000.00
General Capital Fund Balance	08-136	50,000.00	15,000.00	15,000.00

CURRENT FUND - ANTICIPATED REVENUES - (Continued)

	FCOA	Anticipated		Realized in Cash in 2011
		2012	2011	
GENERAL REVENUES				
Summary of Revenues	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx
1. Surplus Anticipated (Sheet 4, #1)	08-101	1,151,000.00	1,536,617.00	1,536,617.00
2. Surplus Anticipated with Prior Written Consent of Director of Local Government Services (Sheet 4, #2)	08-102	0.00	0.00	0.00
3. Miscellaneous Revenues:	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx
Total Section A: Local Revenues	08-001	754,637.00	834,155.99	852,424.62
Total Section B: State Aid Without Offsetting Appropriations	09-001	1,250,916.00	1,250,916.00	1,250,916.00
Total Section C: Dedicated Uniform Construction Code Fees Offset with Appropriations	08-002	155,000.00	145,000.00	178,921.00
Total Section D: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Interlocal Municipal Service Agreements	11-001	0.00	0.00	0.00
Total Section E: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Additional Revenues	08-003	0.00	0.00	0.00
Total Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues	10-001	152,374.85	124,463.36	124,463.36
Total Section G: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Other Special Items	08-004	1,531,863.00	1,531,992.00	1,562,850.91
Total Miscellaneous Revenues	13-099	3,844,790.85	3,886,527.35	3,969,575.89
4. Receipts from Delinquent Taxes	15-499	530,000.00	550,000.00	572,124.53
5. Subtotal General Revenues (Items 1, 2, 3 and 4)	13-199	5,525,790.85	5,973,144.35	6,078,317.42
6. Amount to be Raised by Taxes for Support of Municipal Budget:	xxxxxxx			
a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	07-190	8,681,516.65	8,461,225.55	xxxxxxx
b) Addition to Local District School Tax	07-191			xxxxxxx
c) Minimum Library Tax	07-192	379,012.00	401,710.00	
Total Amount to be Raised by Taxes for Support of Municipal Budget	07-199	9,060,528.65	8,862,935.55	8,915,550.48
7. Total General Revenues	13-299	14,586,319.50	14,836,079.90	14,993,867.90

CURRENT FUND - APPROPRIATIONS

	FCOA	Appropriated				Expended 2011	
		for 2012	for 2011	for 2011 By Emergency Appropriation	Total for 2011 As Modified By All Transfers	Paid or Charged	Reserved
8. GENERAL APPROPRIATIONS							
(A) Operations - within "CAPS" - (continued)							
GENERAL GOVERNMENT:							
Office of Business Administrator:							
Salaries and Wages	20-100-1	129,900.00	128,000.00		128,000.00	126,633.04	1,366.96
Other Expenses	20-100-2	24,650.00	27,650.00		27,650.00	19,142.67	8,507.33
Mayor and Council:							
Salaries and Wages	20-110-1	52,850.00	52,850.00		52,850.00	51,811.00	1,039.00
Other Expenses	20-110-2	5,000.00	5,000.00		5,000.00	4,960.00	40.00
Administrative and Executive (Clerk's Office):							
Salaries and Wages	20-120-1	95,000.00	89,250.00		89,250.00	88,708.81	541.19
Other Expenses	20-120-2	24,850.00	26,850.00		26,850.00	18,509.53	8,340.47
Central Functions:							
Other Expenses	20-115-2	15,000.00					

CURRENT FUND - APPROPRIATIONS

	FCOA	Appropriated				Expended 2011	
		for 2012	for 2011	for 2011 By Emergency Appropriation	Total for 2011 As Modified By All Transfers	Paid or Charged	Reserved
8. GENERAL APPROPRIATIONS							
(A) Operations - within "CAPS" - (continued)							
CODE ENFORCEMENT:							
Code Enforcement Officer:							
Salaries and Wages	22-195-1	186,500.00	183,690.00		183,690.00	181,264.25	2,425.75
Other Expenses	22-195-2	18,800.00	20,000.00		20,000.00	13,924.72	6,075.28
INSURANCE:							
Other Insurance Premiums	23-210-2	185,625.00	185,625.00		185,625.00	177,245.31	8,379.69
Worker Compensation Insurance	23-215-2	165,000.00	165,000.00		165,000.00	154,427.46	10,572.54
Group Insurance Plan for Employees	23-220-2	1,635,700.00	1,556,700.00		1,511,500.00	1,403,687.04	107,812.96
Payment in Lieu of Group Insurance Plan	23-225-2	20,000.00	7,500.00		13,000.00	12,631.98	368.02

CURRENT FUND - APPROPRIATIONS

	FCOA	Appropriated				Expended 2011	
		for 2012	for 2011	for 2011 By Emergency Appropriation	Total for 2011 As Modified By All Transfers	Paid or Charged	Reserved
8. GENERAL APPROPRIATIONS							
(A) Operations - within "CAPS" - (continued)							
PUBLIC SAFETY (CONT.):							
Fire:							
Salaries and Wages	25-265-1	6,700.00	6,600.00		6,600.00	6,428.00	172.00
Other Expenses	25-265-2	142,500.00	142,500.00		142,500.00	138,196.85	4,303.15
Bureau of Uniform Fire Safety:							
Fire Prevention:							
Salaries and Wages	25-265-1	41,200.00	40,588.00		40,588.00	37,821.45	2,766.55
Other Expenses	25-265-2	3,200.00	3,800.00		3,800.00	3,174.79	625.21
Fire:							
O.S.H.A. Equipment and Clothing:							
Other Expenses	25-265-2	5,250.00	5,250.00		5,250.00	5,250.00	
Municipal Prosecutor:							
Salaries and Wages	25-275-1	48,600.00	47,825.00		47,825.00	47,591.77	233.23

CURRENT FUND - APPROPRIATIONS

	FCOA	Appropriated				Expended 2011	
		for 2012	for 2011	for 2011 By Emergency Appropriation	Total for 2011 As Modified By All Transfers	Paid or Charged	Reserved
8. GENERAL APPROPRIATIONS							
(A) Operations - within "CAPS" - (continued)							
PUBLIC WORKS:							
Road Repair and Maintenance:							
Salaries and Wages	26-290-1	464,600.00	457,665.00		457,665.00	439,132.94	18,532.06
Other Expenses	26-290-2	80,000.00	80,000.00		80,000.00	47,550.44	32,449.56
Public Parking Lots:							
Other Expenses	26-300-2	15,000.00	15,000.00		15,000.00	14,998.46	1.54
Shade Tree Commission:							
Other Expenses	26-300-2	53,700.00	53,700.00		53,700.00	46,161.87	7,538.13
Refuse Collection:							
Salaries and Wages	26-305-1	15,902.00	15,902.00		15,902.00	2,361.75	13,540.25
Other Expenses	26-305-2	385,500.00	365,500.00		365,500.00	334,269.40	31,230.60

CURRENT FUND - APPROPRIATIONS

	FCOA	Appropriated				Expended 2011	
		for 2012	for 2011	for 2011 By Emergency Appropriation	Total for 2011 As Modified By All Transfers	Paid or Charged	Reserved
8. GENERAL APPROPRIATIONS							
(A) Operations - within "CAPS" - (continued)							
HEALTH AND HUMAN SERVICES:							
Board of Health:							
Salaries and Wages	27-330-1	10,200.00	9,200.00		9,200.00	8,875.24	324.76
Other Expenses	27-330-2	4,450.00	4,705.00		4,705.00	859.81	3,845.19
EDUCATION FUNCTIONS:							
Court Street School Educational							
Community Center, Inc.:							
Other Expenses - Contractual	29-405-2	5,000.00	5,000.00		8,500.00	8,500.00	

CURRENT FUND - APPROPRIATIONS

	FCOA	Appropriated				Expended 2011	
		for 2012	for 2011	for 2011 By Emergency Appropriation	Total for 2011 As Modified By All Transfers	Paid or Charged	Reserved
8. GENERAL APPROPRIATIONS							
(A) Operations - within "CAPS" - (continued)							
PARKS AND RECREATION:							
Recreation Services and Programs:							
Salaries and Wages	28-370-1	3,300.00	3,300.00		3,300.00	3,000.16	299.84
Other Expenses	28-370-2	53,000.00	53,000.00		60,500.00	39,725.00	20,775.00
Maintenance of Parks:							
Other Expenses	28-375-2	8,000.00	8,000.00		8,000.00	7,040.94	959.06
Senior Citizens Program:							
Other Expenses	28-370-2	2,600.00	2,600.00		2,600.00	2,466.27	133.73
OTHER COMMON OPERATING FUNCTIONS:							
Celebration of Public Events, Anniversary or Holiday:							
Other Expenses	30-420-2	5,000.00	5,000.00		5,000.00	698.05	4,301.95
Contribution to Accumulated Absences Fund	30-415-2	10,000.00	10,000.00		10,000.00		10,000.00

CURRENT FUND - APPROPRIATIONS

	FCOA	Appropriated				Expended 2011	
		for 2012	for 2011	for 2011 By Emergency Appropriation	Total for 2011 As Modified By All Transfers	Paid or Charged	Reserved
8. GENERAL APPROPRIATIONS							
(A) Operations - within "CAPS" - (continued)							
OTHER COMMON OPERATING FUNCTIONS (Cont):							
Community Information Committee:							
Other Expenses	30-425-2	1,500.00	1,500.00		1,500.00		1,500.00
UTILITY EXPENSES AND BULK PURCHASES:							
Electricity	31-430-2	85,000.00	85,000.00		85,000.00	74,416.78	10,583.22
Street Lighting	31-435-2	188,490.00	188,490.00		176,490.00	174,312.45	2,177.55
Telephone	31-440-2	38,500.00	38,500.00		38,500.00	38,319.63	180.37
Natural Gas	31-446-2	23,000.00	23,000.00		23,000.00	15,120.82	7,879.18
Gasoline	31-460-2	150,000.00	120,000.00		156,000.00	137,254.00	18,746.00
LANDFILL/SOLID WASTE DISPOSAL COSTS:							
Other Expenses	32-465-2	463,352.00	463,352.00		463,352.00	417,114.81	46,237.19

