

# ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2012 (UNAUDITED)

POPULATION LAST CENSUS 12,109  
NET VALUATION TAXABLE 2012 1,225,699,840  
MUNICODE 0315

**FIVE DOLLARS PER DAY PENALTY IF NOT FILED BY:**  
COUNTIES - JANUARY 26, 2013  
MUNICIPALITIES - FEBRUARY 10, 2013

ANNUAL FINANCIAL STATEMENT REQUIRED TO BE FILED UNDER NEW JERSEY STATUTES ANNOTATED 40A:5-12, AS AMENDED, COMBINED WITH INFORMATION REQUIRED PRIOR TO CERTIFICATION OF BUDGETS BY THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES.

Township of Florence, County of Burlington

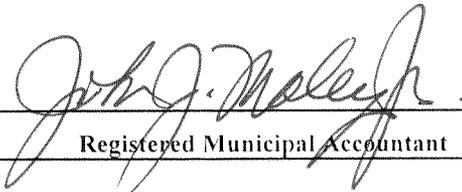
SEE BACK COVER FOR INDEX AND INSTRUCTIONS.  
DO NOT USE THESE SPACES

	Date	Examined By:	
1			Preliminary Check
2			Examined

I hereby certify that the debt shown on Sheets 31 to 34a, 49 to 51a and 63 to 65a are complete, were computed by me and can be supported upon demand by a register or other detailed analysis.

Signature

Title

  
\_\_\_\_\_  
**Registered Municipal Accountant**

(This MUST be signed by Chief Financial Officer, Comptroller, Auditor or Registered Municipal Accountant.)

## REQUIRED CERTIFICATION BY THE CHIEF FINANCIAL OFFICER:

I hereby certify that I am responsible for filing this verified Annual Financial Statement, ~~(which I have prepared)~~ or (which I have not prepared) ~~(eliminate one)~~ and information required also included herein and that this Statement is an exact copy of the original on file with the clerk of the governing body, that all calculations, extensions and additions are correct, that no transfers have been made to or from emergency appropriations and all statements contained herein are in proof; I further certify that this statement is correct insofar as I can determine from all the books and records kept and maintained in the Local Unit.

Further, I do hereby certify that I, Sandra Blacker, am the Chief Financial Officer, License # N0498, of the Township of Florence, County of Burlington and that the statements annexed hereto and made a part hereof are true statements of the financial condition of the Local Unit as at December 31, 2012, completely in compliance with N.J.S. 40A:5-12, as amended. I also give complete assurances as to the veracity of required information included herein, needed prior to certification by the Director of Local Government Services, including the verification of cash balances as of December 31, 2012.

Signature

Title

Address

Phone Number

Fax Number

  
\_\_\_\_\_  
**Chief Financial Officer**  
**Municipal Complex, 711 Broad Street, Florence, New Jersey 08518**  
**(609) 499-2525**  
**(609) 499-1186**

IT IS HEREBY INCUMBENT UPON THE CHIEF FINANCIAL OFFICER, WHEN NOT PREPARED BY SAID, AT A MINIMUM MUST REVIEW THE CONTENTS OF THIS ANNUAL FINANCIAL STATEMENT WITH THE PREPARER, SO AS TO BE FAMILIAR WITH THE REPRESENTATIONS AND ASSERTIONS MADE HEREIN.

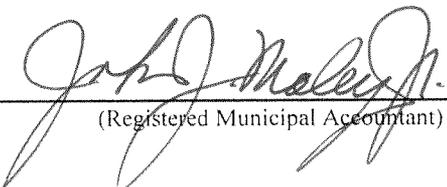
**THE REQUIRED CERTIFICATION BY AN RMA IS AS FOLLOWS:**

Preparation by Registered Municipal Accountant (Statement of Statutory Auditor Only)

I have prepared the post-closing trial balances, related statements and analyses included in the accompanying Annual Financial Statement from the books of account and records made available to me by the Township of Florence as of December 31, 2012 and have applied certain agreed-upon procedures thereon as promulgated by the Division of Local Government Services, solely to assist the Chief Financial Officer in connection with the filing of the Annual Financial Statement for the year then ended as required by N.J.S. 40A:5-12, as amended.

Because the agreed-upon procedures do not constitute an examination of accounts made in accordance with generally accepted auditing standards, I do not express an opinion on any of the post-closing al balances, related statements and analyses. In connection with the agreed-upon procedures, ~~(except for circumstances as set forth below, no matters)~~ or ~~(no matters)~~ ~~(eliminate one)~~ came to my attention that caused me to believe that the Annual Financial Statement for the year ended 2012 is not in s is not in substantial compliance with the requirements of the State of New Jersey, Department of Community Affairs, Division of Local Government Services. Had I preformed additional procedures or had I made an examination of the financial statements in accordance with generally accepted auditing standards, other matters might have come to my attention that would have been reported to the governing body and the Division. This Annual Financial Statement relates only to the accounts and items prescribed by the Division and does not extend to the financial statements of the municipality/county, taken as a whole.

Listing the agreed-upon procedures not performed and/or matters coming to my attention of which the Director should be informed:

  
\_\_\_\_\_  
(Registered Municipal Accountant)

**John J. Maley, Jr. CPA/RMA**  
\_\_\_\_\_  
(Firm Name)

**6 E. Park Street, P.O. Box 614**  
\_\_\_\_\_  
(Address)

**Bordentown, NJ 08505**  
\_\_\_\_\_  
(Address)

Certified by me

this 28th day of January, 2013

**(609) 298-8639**  
\_\_\_\_\_  
(Phone Number)

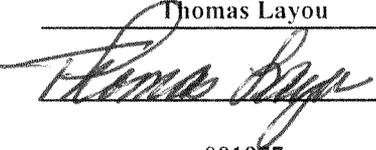
**(609) 298-1198**  
\_\_\_\_\_  
(Fax Number)

**Jmaley@Maleycpa.com**  
\_\_\_\_\_  
(email)

**UNIFORM CONSTRUCTION CODE CERTIFICATION  
BY CONSTRUCTION CODE OFFICIAL**

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The undersigned *certifies* that the municipality has compiled with the regulations governing revenues generated by uniform construction code fees and expenditures for construction code operations for fiscal year 2012 as required under N.J.A.C. 5:23-4.17.

Printed Name: Thomas Layou  
Signature:   
Certificate #: 001977  
Date: 1/29/13

**MUNICIPAL BUDGET LOCAL EXAMINATION QUALIFICATION CERTIFICATION  
BY  
CHIEF FINANCIAL OFFICER**

*One of the following Certifications must be signed by the Chief Financial Officer if  
your municipality is eligible for local examinations*

**CERTIFICATION OF QUALIFYING MUNICIPALITY**

1. The outstanding indebtedness of the previous fiscal year is **not in excess of 3.5%**;
2. All emergencies approved for the previous fiscal year **did not exceed 3%** of total appropriations;
3. The tax collection rate **exceeded 90%**;
4. Total deferred charges **did not equal or exceed 4%** of the total tax levy;
5. There were **no "procedural deficiencies"** noted by the registered municipal accountant on Sheet 1a of the Annual Financial Statement; and
6. There was **no operating deficit** for the previous fiscal year.
7. The municipality **did not** conduct an accelerated tax sale for less than 3 consecutive years.
8. The municipality **did not** conduct a tax levy sale the previous fiscal year and does not plan to conduct one in the current year.
9. The current year budget does not contain a "CAP" waiver per N.J.S.A. 40A:4-45.3ee
10. The municipality will not apply for Transition Aid for 2012.

The undersigned certifies that this municipality has complied in full in meeting ALL of the above criteria in determining its qualifications for local examination of its Budget in accordance with N.J.A.C. 5:30-7.5.

Municipality: Township of Florence  
Chief Financial Officer: Sandra Blacker  
Signature:   
Certificate #: N0498  
Date: 1/29/13

**CERTIFICATION OF NON-QUALIFYING MUNICIPALITY**

The undersigned certifies that this municipality does not meet item(s) # \_\_\_\_\_ of the criteria above and therefore does not qualify for local examination of its Budget in accordance with N.J.A.C. 5:30-7.5.

Municipality: NA  
Chief Financial Officer: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Certificate #: \_\_\_\_\_  
Date: \_\_\_\_\_

21-6000623

Fed I.D. #

Township of Florence

Municipality

Burlington

County

**Report of Federal and State Financial Assistance  
Expenditure of Awards**

Fiscal Year Ending: 12/31/2012

	(1)	(2)	(3)
	Federal programs Expended (administered by the state)	State Programs Expended	Other Federal Programs Expended
TOTAL	\$ -	\$ 425,878.05	\$ -

Type of Audit required by OMB A-133 and OMB 04-04:

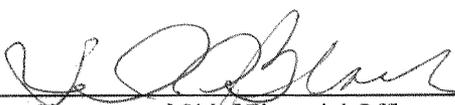
           Single Audit

           Program Specific Audit

  **X**   Financial Statement Audit Performed in Accordance  
With Government Auditing Standards (Yellow Book)

Note: All local governments, who are recipients of federal and state awards (financial assistance), must report the total amount of federal and state funds expended during its fiscal year and the type of audit required to comply with OMB A-133 (Revised 6/27/03) and OMB 04-04. The single audit threshold has been increased to \$500,000 beginning with Fiscal Year ending after 12/31/03. Expenditures are defined in Section 205 of OMB A-133.

- (1) Report expenditures from federal pass-through programs received directly from state government. Federal pass-through funds can be identified by the Catalog of Federal Domestic Assistance (CFDA) number reported in the State's grant/contract agreements.
- (2) Report expenditures from state programs received directly from state government or indirectly from pass-through entities. **Exclude state aid (i.e., CMPTRA, Energy Receipts tax, etc.) since there are no compliance requirements.**
- (3) Report expenditures from federal programs received directly from the federal government or indirectly from entities other than state government.

  
\_\_\_\_\_  
Signature of Chief Financial Officer

1/29/13  
\_\_\_\_\_  
Date

**IMPORTANT!**

**READ INSTRUCTIONS**

**INSTRUCTION**

The following certification is to be used ONLY in the event there is NO municipality operated utility.

If there is a utility operated by the municipality or if a "utility fund" existed on the books of account, do not sign this statement and do not remove any of the UTILITY sheets from the document.

**CERTIFICATION**

I hereby certify that there was no "utility fund" on the books of account and there was no utility owned and operated by the \_\_\_\_\_ of \_\_\_\_\_, County of \_\_\_\_\_ during the year 2012 and that sheets 40 to 68 are unnecessary.

I have therefore removed from this statement the sheets pertaining only to utilities.

Name \_\_\_\_\_  
Title \_\_\_\_\_

(This must be signed by the Chief Financial Officer, Comptroller, Auditor or Registered Municipal Accountant.)

**NOTE:**

When removing the utility sheets, please be sure to refasten the "index" sheet (the last sheet in the statement) in order to provide a protective cover sheet to the back of the document.

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**MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY AS OF OCTOBER 1, 2012**

Certification is hereby made that the Net Valuation Taxable of property liable to taxation for the tax year 2013 and filed with the County Board of Taxation on January 10, 2013 in accordance with the requirement of N.J.S.A. 54:4-35, was in the amount of \$ 1,216,613,080.

*Thomas J. Colavecchio*  
SIGNATURE OF TAX ASSESSOR

**Township of Florence**  
MUNICIPALITY

**Burlington**  
COUNTY











# MUNICIPAL PUBLIC DEFENDER CERTIFICATION

Public Law 1998, C. 256

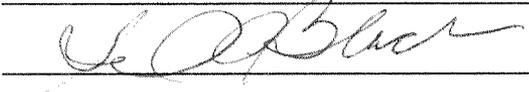
Municipal Public Defender Expended Prior Year 2011:.....	(1)	\$	12,925.00
			<u>                    25%</u>
	(2)	\$	3,231.25

Municipal Public Defender Trust Cash Balance December 31, 2012:..... (3) \$ 1,974.95

Note: If the amount of money in a dedicated fund established pursuant to this section exceeds by more than 25% the amount which the municipality expended during the prior year providing services of a municipal public defender, the amount in excess of the amount expended shall be forwarded to the Criminal Disposition and Review Collection Fund administered by the Victims of Crime Compensation Board. (P.O. Box 084 Trenton, NJ 08625)

Amount in excess of the amount expended:  $3 - (1 + 2) =$  ..... \$                     0.00

The undersigned certifies that the municipality has complied with the regulations governing *Municipal Public Defender* as required under Public Law 1998, C. 256.

Chief Financial Officer: Sandra A. Blacker  
Signature:   
Certificate #: N0498  
Date: 1/29/13

## Schedule of Trust Fund Reserves

Purpose	Amount Dec. 31, 2011 per Audit Report	Receipts	Disbursements	Balance as at Dec. 31, 2012
1. Reserve for Collector's Trust	\$ 89,061.53	\$ 520,643.99	\$ 469,768.33	\$ 139,937.19
2. Reserve for Unemployment Comp. Ins. Fund	61,989.45	69,491.35	82,968.86	48,511.94
3. Reserve for CDBG	65,000.00		65,000.00	-
4. Reserve for Open Space Trust	310,257.18	124,698.59	30,000.00	404,955.77
5. <b>Reserves For Special Deposits:</b>				
6. Performance Bonds	62,958.86	-	52,926.12	10,032.74
7. Special Law Enforcement - Forfeited Property	3,044.55	2,242.78	-	5,287.33
8. Street Opening Deposits	2,205.00	1,350.00	2,100.00	1,455.00
9. Land Use Escrow Deposits	46,838.87	300,888.64	286,511.87	61,215.64
10. Police Quasi Duty	20,997.43	22,448.87	24,273.19	19,173.11
11. POAA	3,530.00	50.00	-	3,580.00
12. Engineering Escrow Deposits	750.00	12,500.00	11,950.00	1,300.00
13. Miscellaneous Escrow	34,266.58	5,000.00	17,392.00	21,874.58
14. Reserve for Patriotic Celebration	12,515.00	590.00	8,372.00	4,733.00
15. Reserve for Sidewalk Improvements	45,000.00	-	45,000.00	-
16. Payroll Deductions Payable	51,211.81	6,413,829.71	6,416,709.08	48,332.44
17. Reserve for Flexible Spending Account	-	6,991.00	6,117.26	873.74
18. Reserve for FSH - Developer Contributions	1,250,537.84	1,255,241.66	2,476,120.71	29,658.79
19. Reserve for FSH - In Lieu of Devel. Contr.	863,894.73	870,193.86	1,041,360.75	692,727.84
20. Reserve for Costs of Public Defender	1,179.95	11,920.00	11,125.00	1,974.95
21. Greenbriar/Horizon Escrow Settlement	-	180,000.00	40,935.00	139,065.00
22.				
23.				
24.				
25.				
26.				
27.				
28.				
29.				
30.				
<b>Totals:</b>	<u>\$ 2,925,238.78</u>	<u>\$ 9,798,080.45</u>	<u>\$ 11,088,630.17</u>	<u>\$ 1,634,689.06</u>

**ANALYSIS OF ASSESSMENT TRUST CASH AND INVESTMENTS PLEDGED TO  
LIABILITIES AND SURPLUS**

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2011	RECEIPTS				Disbursements	Balance Dec. 31, 2012
		Assessments and Liens	Current Budget	Interest			
Assessment Serial Bond Issues:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Assessment Bond Anticipation Note Issues:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Other Liabilities							-
Trust Surplus	9,341.77			65.16		65.16	9,341.77
* Less Assets "Unfinanced"	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
<b>Total</b>	\$ 9,341.77	\$ -	\$ -	\$ 65.16	\$ -	\$ 65.16	\$ 9,341.77

\* Show as a red figure





# CASH RECONCILIATION DECEMBER 31, 2012 (cont'd.)

## LIST BANKS AND AMOUNTS SUPPORTING "CASH ON DEPOSIT"

<b>CURRENT FUND:</b>	
Roebling Bank - Money Market	7,306,679.55
Roebling Bank - Checking	379,789.87
State of NJ Cash Management	2,359.24
<b>TOTAL CURRENT FUND</b>	<b>7,688,828.66</b>
<b>GRANT FUND:</b>	
Roebling Bank - Checking	40,179.14
<b>TOTAL GRANT FUND</b>	<b>40,179.14</b>
<b>ANIMAL CONTROL FUND:</b>	
Roebling Bank - Checking	9,316.89
<b>TOTAL ANIMAL CONTROL FUND</b>	<b>9,316.89</b>
<b>OTHER TRUST FUNDS:</b>	
State of NJ Cash Management	34,079.84
<b>Roebling Bank:</b>	
General Trust	205,666.46
Land Use Escrow	84,346.70
Unemployment Compensation	48,511.94
Special Law Enforcement	5,287.33
Payroll	9,652.52
Flexible Spending Account	2,384.94
Tax Collector Trust Fund	140,811.74
COAH - Developer Contributions	30,987.19
COAH - In Lieu of Contributions	692,727.84
Open Space Trust	282,385.77
<b>TOTAL OTHER TRUST FUNDS</b>	<b>1,536,842.27</b>
<b>ASSESSMENT TRUST FUND:</b>	
Roebling Bank - Checking	9,406.93
<b>TOTAL ASSESSMENT TRUST FUND</b>	<b>9,406.93</b>

Note: Section N.J.S.A. 40A:4-61 and 40A:4-63 of the Local Budget Law require that separate bank accounts be maintained for each allocated fund.









**\* LOCAL DISTRICT SCHOOL TAX**

		<b>Debit</b>	<b>Credit</b>
Balance January 1, 2012		XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
School Tax Payable #	85001-00	XXXXXXXXXXXXXX	2.00
School Tax Deferred (Not in excess of 50% of Levy - 2011-2012)	85002-00	XXXXXXXXXXXXXX	
Levy School Year July 1, 2012 - June 30, 2013		XXXXXXXXXXXXXX	
Levy Calendar Year 2012		XXXXXXXXXXXXXX	17,116,275.00
Paid		17,116,274.00	XXXXXXXXXXXXXX
Balance December 31, 2012		XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
School Tax Payable #	85003-00	3.00	XXXXXXXXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2012-2013)	85004-00		XXXXXXXXXXXXXX
* Not including Type I school debt service, emergency authorization-schools, transfer to Board of Education for use of local schools.		\$ 17,116,277.00	\$ 17,116,277.00

# Must include unpaid requisitions.

**MUNICIPAL OPEN SPACE TAX**

		<b>Debit</b>	<b>Credit</b>
Balance January 1, 2012	85045-00	XXXXXXXXXXXXXX	310,257.18
2012 Levy	81105-00	XXXXXXXXXXXXXX	122,570.00
Interest Earned		XXXXXXXXXXXXXX	2,128.59
Expended		-	XXXXXXXXXXXXXX
Balance December 31, 2012	85046-00	434,955.77	XXXXXXXXXXXXXX
		\$ 434,955.77	\$ 434,955.77



**COUNTY TAXES PAYABLE**

		<b>Debit</b>	<b>Credit</b>
Balance January 1, 2012		XXXXXXXXXXXX	XXXXXXXXXXXX
County Taxes	80003-01	XXXXXXXXXXXX	-
Due County for Added and Omitted Taxes	80003-02	XXXXXXXXXXXX	35,229.19
2012 Levy:			
General County	80003-03	XXXXXXXXXXXX	3,992,694.27
County Library	80003-04	XXXXXXXXXXXX	390,558.27
County Health		XXXXXXXXXXXX	
County Open Space Preservation		XXXXXXXXXXXX	516,685.29
Due County for Added and Omitted Taxes	80003-05	XXXXXXXXXXXX	13,328.80
Paid			XXXXXXXXXXXX
Balance December 31, 2012		XXXXXXXXXXXX	XXXXXXXXXXXX
County Taxes		4,935,167.02	XXXXXXXXXXXX
Due County for Added and Omitted Taxes		13,328.80	XXXXXXXXXXXX
		\$ 4,948,495.82	\$ 4,948,495.82

**SPECIAL DISTRICT TAXES**

			<b>Debit</b>	<b>Credit</b>
Balance January 1, 2012	80003-06		XXXXXXXXXXXX	-
2012 Levy: (List Each Type of District Tax Separately - See Footnote)			XXXXXXXXXXXX	XXXXXXXXXXXX
Fire -	81108-00	1,270,020.00	XXXXXXXXXXXX	XXXXXXXXXXXX
Sewer -	81111-00		XXXXXXXXXXXX	XXXXXXXXXXXX
Water -	81112-00		XXXXXXXXXXXX	XXXXXXXXXXXX
Garbage -	81109-00		XXXXXXXXXXXX	XXXXXXXXXXXX
Open Space -	81105-00		XXXXXXXXXXXX	XXXXXXXXXXXX
			XXXXXXXXXXXX	XXXXXXXXXXXX
			XXXXXXXXXXXX	XXXXXXXXXXXX
Total 2012 Levy	80003-07		XXXXXXXXXXXX	1,270,020.00
Paid	80003-08		1,270,020.00	XXXXXXXXXXXX
Balance December 31, 2012	80003-09		-	XXXXXXXXXXXX
			\$ 1,270,020.00	\$ 1,270,020.00

Footnote: Please state the number of districts in each instance.

**STATE LIBRARY AID**  
**RESERVE FOR MAINTENANCE OF FREE PUBLIC LIBRARY WITH STATE AID**

		Debit	Credit
Balance January 1, 2012	80004-01	XXXXXXXXXX	
State Library Aid Received in 2012	80004-02	XXXXXXXXXX	
Expended	80004-09		XXXXXXXXXX
Balance December 31, 2012	80004-10		
		<b>NONE</b>	<b>NONE</b>

**RESERVE FOR EXPENSE OF PARTICIPATION IN FREE COUNTY LIBRARY WITH STATE AID**

Balance January 1, 2012	80004-03	XXXXXXXXXX	3,630.00
State Library Aid Received in 2012	80004-04	XXXXXXXXXX	1,063.00
Expended	80004-11		XXXXXXXXXX
Balance December 31, 2012	80004-12	4,693.00	
		\$ 4,693.00	\$ 4,693.00

**RESERVE FOR AID TO LIBRARY OR READING ROOM WITH STATE AID (N.J.S.A. 40:54-35)**

Balance January 1, 2012	80004-05	XXXXXXXXXX	
State Library Aid Received in 2012	80004-06	XXXXXXXXXX	
Expended	80004-13		XXXXXXXXXX
Balance December 31, 2012	80004-14		
		<b>NONE</b>	<b>NONE</b>

**RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID**

Balance January 1, 2012	80004-07	XXXXXXXXXX	
State Library Aid Received in 2012	80004-08	XXXXXXXXXX	
Expended	80004-15		XXXXXXXXXX
Balance December 31, 2012	80004-16		
		<b>NONE</b>	<b>NONE</b>

## STATEMENT OF GENERAL BUDGET REVENUES 2012

Source	Budget -01	Realized -02	Excess or Deficit* -03
Surplus Anticipated 80101-	1,050,000.00	1,050,000.00	-
Surplus Anticipated with Prior Written Consent of Director of Local Government 80102-	-	-	-
Miscellaneous Revenue Anticipated:	xxxxxxxxxxxxxx	xxxxxxxxxxxxxx	xxxxxxxxxxxxxx
Adopted Budget	3,778,619.00	4,460,464.17	681,845.17
Added by N.J.S.A. 40A:4-87: (List on 17a)	xxxxxxxxxxxxxx	xxxxxxxxxxxxxx	xxxxxxxxxxxxxx
See Sheet 17a	318,543.28	318,543.28	-
<b>Total Miscellaneous Revenue Anticipated 80103-</b>	<b>4,097,162.28</b>	<b>4,779,007.45</b>	<b>681,845.17</b>
Receipts from Delinquent Taxes 80104-	540,000.00	545,601.67	5,601.67
Amount to be Raised by Taxation:	xxxxxxxxxxxxxx	xxxxxxxxxxxxxx	xxxxxxxxxxxxxx
(a) Local Tax for Municipal Purposes 80105-	5,381,524.00	xxxxxxxxxxxxxx	xxxxxxxxxxxxxx
(b) Addition to Local District School Tax 80106-	-	xxxxxxxxxxxxxx	xxxxxxxxxxxxxx
<b>Total Amount to be Raised by Taxation 80107-</b>	<b>5,381,524.00</b>	<b>5,863,416.38</b>	<b>481,892.38</b>
	<b>\$ 11,068,686.28</b>	<b>\$ 12,238,025.50</b>	<b>\$ 1,169,339.22</b>

## ALLOCATION OF CURRENT TAX COLLECTIONS

	Debit	Credit
Current Taxes Realized in Cash (Total of item 10 or 14 on Sheet 21) 80108-00	xxxxxxxxxxxxxx	28,255,548.01
Amount to be Raised by Taxation	xxxxxxxxxxxxxx	xxxxxxxxxxxxxx
Local District School Tax 80109-00	17,116,275.00	xxxxxxxxxxxxxx
Regional School Tax 80119-00	-	xxxxxxxxxxxxxx
Regional High School Tax 80110-00	-	xxxxxxxxxxxxxx
County Taxes 80111-00	4,899,937.83	xxxxxxxxxxxxxx
Due County for Added and Omitted Taxes 80112-00	13,328.80	xxxxxxxxxxxxxx
Special District Taxes 80113-00	1,270,020.00	xxxxxxxxxxxxxx
Municipal Open Space Tax 80120-00	122,570.00	xxxxxxxxxxxxxx
Reserve for Uncollected Taxes 80114-00	xxxxxxxxxxxxxx	1,030,000.00
Deficit in Required Collection of Current Taxes (or) 80115-00	xxxxxxxxxxxxxx	-
Balance for Support of Municipal Budget 80116-00	5,863,416.38	xxxxxxxxxxxxxx
*Excess Non-Budget Revenue (see footnote) 80117-00	-	xxxxxxxxxxxxxx
*Deficit Non-Budget Revenue (see footnote) 80118-00	xxxxxxxxxxxxxx	-
	<b>\$ 29,285,548.01</b>	<b>\$ 29,285,548.01</b>

\*These items are applicable only when there is no "Amount to be Raised by Taxation" in the "Budget" column of the statement at the top of this sheet. In such instances, any excess or deficit in the above allocation would apply to "Non-Budget Revenue" only.



## STATEMENT OF GENERAL BUDGET APPROPRIATIONS 2012

2012 Budget as Adopted	80012-01	10,750,143.00
2012 Budget - Added by N.J.S.A. 40A:4-87	80012-02	318,543.28
Appropriated for 2012 (Budget Statement Item 9)	80012-03	11,068,686.28
Appropriated for 2012 by Emergency Appropriation (Budget Item 9)	80012-04	-
<b>Total General Appropriations (Budget Statement Item 9)</b>	<b>80012-05</b>	<b>11,068,686.28</b>
Add: Overexpenditures (see footnote)	80012-06	-
<b>Total Appropriations and Overexpenditures</b>	<b>80012-07</b>	<b>11,068,686.28</b>
Deduct Expenditures:		
Paid or Charged [Budget Statement Item (L)]	80012-08	9,621,086.11
Paid or Charged - Reserve for Uncollected Taxes	80012-09	1,030,000.00
Reserved	80012-10	417,592.29
<b>Total Expenditures</b>	<b>80012-11</b>	<b>11,068,678.40</b>
<b>Unexpended Balances Canceled (see footnote)</b>	<b>80012-12</b>	<b>\$ 7.88</b>

**FOOTNOTES - RE: OVEREXPENDITURES:**

Every appropriation overexpended in the budget document must be marked with an \* and must agree in the aggregate with this item.

**RE: UNEXPENDED BALANCES CANCELED:**

Are not to be shown as "Paid or Charged" in the budget document. In all instances "Total Appropriations" and "Overexpenditures" must equal the sum of "Total Expenditures" and "Unexpended Balances Canceled".

## SCHEDULE OF EMERGENCY APPROPRIATIONS FOR LOCAL DISTRICT SCHOOL PURPOSES

(EXCEPT FOR TYPE I SCHOOL DEBT SERVICE)

2012 Authorizations		
N.J.S.A. 40A:4-46 (After Adoption of Budget)		
N.J.S.A. 40A:4-20 (Prior to Adoption of Budget)		
<b>Total Authorizations</b>		<b>NONE</b>
Deduct Expenditures:		
Paid or Charged		
Reserved		
<b>Total Expenditures</b>		<b>NONE</b>





**SURPLUS - CURRENT FUND  
YEAR 2012**

		Debit	Credit
1. Balance January 1, 2012	80014-01	xxxxxxxxxxxxx	1,415,792.34
2.		xxxxxxxxxxxxx	
3. Excess Resulting from 2012 Operations	80014-02	xxxxxxxxxxxxx	1,465,917.10
4. Amount Appropriated in 2012 Budget - Cash	80014-03	1,050,000.00	xxxxxxxxxxxxx
5. Amount Appropriated in 2012 Budget - with Prior Written Consent of Director of Local Government Services	80014-04		xxxxxxxxxxxxx
6.			xxxxxxxxxxxxx
7. Balance December 31, 2012	80014-05	1,831,709.44	xxxxxxxxxxxxx
		<b>\$ 2,881,709.44</b>	<b>\$ 2,881,709.44</b>

**ANALYSIS OF BALANCE DECEMBER 31, 2012  
(FROM CURRENT FUND - TRIAL BALANCE)**

Cash	80014-06		7,322,549.64
Investments	80014-07		-
Change Funds			550.00
Sub-Total			7,323,099.64
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08		5,491,390.20
Cash Surplus	80014-09		1,831,709.44
Deficit in Cash Surplus	80014-10		-
<b>*Other Assets Pledged to Surplus:</b>			
(1)Due from State of N.J. Senior Citizens and Veterans Deduction	80014-16	-	
Deferred Charges #	80014-12	-	
Cash Deficit #	80014-13	-	
Total Other Assets	80014-14		-
<b>* IN THE CASE OF A "DEFICIT IN CASH SURPLUS" , "OTHER ASSETS" WOULD ALSO BE PLEDGED TO CASH LIABILITIES.</b>	80014-15		<b>\$ 1,831,709.44</b>

# MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2013 BUDGET.

(1) MAY NOT BE ALLOWED UNDER CERTAIN CONDITIONS.

NOTE: Deferred charges for authorizations under N.J.S.A. 40A:4-55(Tax Map, etc.), N.J.S. 40A:4-55 (Flood Damage, etc.), N.J.S. 40A:4-55.1(Road and Bridges.etc.) and N.J.S. 40a:4-55.13 (Public Exigencies, etc.) to the extent of emergency notes issued and outstanding for such purposes, together with such emergency notes, may be omitted from this analysis.

### CURRENT TAXES - 2012 LEVY

1. Amount of Levy as per Duplicate (Analysis) #	82101-00	\$ 27,528,544.62
or		
(Abstract of Ratables)	82113-00	\$ -
2. Amount of Levy Special District Taxes	82102-00	\$ 1,274,696.62
3. Amount Levied for Omitted Taxes under N.J.S.A. 54:4-63.12 et seq.	82103-00	\$ 1,955.96
4. Amount Levied for Added Taxes under N.J.S.A. 54:4-63.1 et seq.	82104-00	\$ 125,183.49
5a. Subtotal 2012 Levy		\$ 28,930,380.69
5b. Reductions due to tax appeals**		\$ -
5c. Total 2012 Tax Levy	82106-00	\$ 28,930,380.69
6. Transferred to Tax Title Liens	82107-00	\$ 5,658.43
7. Transferred to Foreclosed Property	82108-00	\$ -
8. Remitted, Abated or Canceled	82109-00	\$ 30,240.37
9. Discount Allowed	82110-00	\$ -
10. Collected in Cash: In 2011	82121-00	\$ 103,056.03
In 2012*	82122-00	\$ 27,356,860.88
Homestead Rebate Credit		\$ 682,381.10
State's Share of 2012 Senior Citizens and Veterans Deductions Allowed	82123-00	\$ 158,250.00
Total to Line 14	82111-00	\$ 28,300,548.01
11. Total Credits		\$ 28,336,446.81
12. Amount Outstanding December 31, 2012	83120-00	\$ 593,933.88
13. Percentage of Cash Collections to Total 2012 Levy, (Item 10 divided by Item 5c) is	82112-00	97.82%

Note: If municipality conducted Accelerated Tax Sale or Tax Levy Sale check here \_\_\_\_\_ & complete sheet 22a

#### 14. Calculation of Current Taxes Realized in Cash

Total of Line 10	\$ 28,300,548.01
Less: Reserve for Tax Appeals Pending State Division of Tax Appeals	\$ 45,000.00
To Current Taxes Realized in Cash (Sheet 17)	\$ 28,255,548.01

Note A: In showing the above percentage the following should be noted:  
Where Item 5 shows \$1,500,000.00, and Item 10 shows \$1,049,977.50,  
the percentage represented by the cash collections would be  
\$1,049,977.50 divided by \$1,500,000, or .699985. The correct percentage to  
be shown as Item 13 is 69.99% and not 70.00%, nor 69.999%

# Note: On Item 1 if Duplicate (Analysis) Figure is used; be sure to include  
Senior Citizens and Veterans Deductions.

\* Include overpayments applied as part of 2012 collections.

\*\* Tax appeals pursuant to R.S. 54:3-21 et seq and/or R.S. 54:48-1 et seq approved by resolution of the governing  
body prior to introduction of municipal budget.

# ACCELERATED TAX SALE / TAX LEVY SALE - CHAPTER 99

## To Calculate Underlying Tax Collection Rate for 2011

Utilize this sheet only if you conducted an Accelerated Tax Sale pursuant to Chapter 99, P.L. 1997.

### (1) Utilizing Accelerated Tax Sale

Total of Line 10 Collected in Cash (Sheet 22)..... \$ \_\_\_\_\_

LESS: Proceeds from Accelerated Tax Sale..... \$ \_\_\_\_\_

**NET Cash Collected..... \$ \_\_\_\_\_**

Line 5c (Sheet 22) Total 2012 Tax Levy..... \$ \_\_\_\_\_

Percentage of Collection Excluding Accelerated Tax Sale Proceeds  
(Net Cash Collected divided by Item 5c) is..... \$ \_\_\_\_\_ %

---

---

### (2) Utilizing Tax Levy Sale

Total of Line 10 Collected in Cash (Sheet 22)..... \$ \_\_\_\_\_

LESS: Proceeds from Tax Levy Sale (excluding premium)..... \$ \_\_\_\_\_

**NET Cash Collected..... \$ \_\_\_\_\_**

Line 5c (Sheet 22) Total 2012 Tax Levy..... \$ \_\_\_\_\_

Percentage of Collection Excluding Tax Levy Sale Proceeds  
(Net Cash Collected divided by Item 5c) is..... \$ \_\_\_\_\_ %

**SCHEDULE OF DUE FROM/TO STATE OF NEW JERSEY  
FOR SENIOR CITIZENS AND VETERANS DEDUCTIONS**

	Debit	Credit
1. Balance January 1, 2012	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Due From State of New Jersey		XXXXXXXXXXXXXX
Due To State of New Jersey	XXXXXXXXXXXXXX	61,677.10
2. Sr. Citizens Deductions Per Tax Billings	34,750.00	XXXXXXXXXXXXXX
3. Veterans Deductions Per Tax Billings	120,250.00	XXXXXXXXXXXXXX
4. Sr. Citizens Deductions Allowed By Tax Collector	2,750.00	XXXXXXXXXXXXXX
5. Vet Deductions Allowed by Tax Collector	2,000.00	XXXXXXXXXXXXXX
6. Vet Deductions Disallowed by Tax Collector	XXXXXXXXXXXXXX	750.00
7. Sr. Citizens Deductions Disallowed by Tax Collector	XXXXXXXXXXXXXX	750.00
8. Sr. Citizens/Vets Deductions Disallowed by Tax Collector 2011 Taxes	XXXXXXXXXXXXXX	3,620.54
9. Received in Cash from State	XXXXXXXXXXXXXX	150,833.58
10. Vet Deductions Allowed by Tax Collector for 2011 Taxes		XXXXXXXXXXXXXX
11. Sr. Citizens Deductions Allowed by Tax Collector for 2011 Taxes		XXXXXXXXXXXXXX
12. Balance December 31, 2012	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Due From State of New Jersey	XXXXXXXXXXXXXX	
Due To State of New Jersey	57,881.22	XXXXXXXXXXXXXX
	\$ 217,631.22	\$ 217,631.22

Calculation of Amount to be included on Sheet 22, Item 10-  
2012 Senior Citizens and Veterans Deductions Allowed

Line 2	34,750.00
Line 3	120,250.00
Line 4 & Line 5	4,750.00
Sub-Total	159,750.00
Less: Line 7 & Line 6	1,500.00
To Item 10, Sheet 22	\$ 158,250.00

**SCHEDULE OF RESERVE TAX APPEALS PENDING -  
N.J. DIVISION OF TAX APPEALS (N.J.S.A. 54:3-27)**

	Debit	Credit
Balance January 1, 2012	XXXXXXXXXXXXXX	
Taxes Pending Appeals	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Interest Earned on Taxes Pending Appeals	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Contested Amount of 2012 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)	XXXXXXXXXXXXXX	
Interest Earned on Taxes Pending State Appeals	XXXXXXXXXXXXXX	
Cash Paid to appellants (Including 5% Interest from Date of Payment) Closed to Results of Operations (Portion of Appeal won by Municipality, including Interest)		XXXXXXXXXXXXXX XXXXXXXXXXXXXX
Balance December 31, 2012		XXXXXXXXXXXXXX
Taxes Pending Appeals*	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Interest Earned on Taxes Pending Appeals	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX

\*Includes State Tax Court and County Board of Taxation  
Appeals Not Adjusted by December 31, 2012.

\_\_\_\_\_  
Signature of Tax Collector

\_\_\_\_\_  
License #

\_\_\_\_\_  
Date

**COMPUTATION OF APPROPRIATIONS:  
RESERVE FOR UNCOLLECTED TAXES AND  
AMOUNT TO BE RAISED BY TAXATION  
IN 2013 MUNICIPAL BUDGET**

		YEAR 2013	YEAR 2012
1.	Total General Appropriations for 2013 Municipal Budget Statement Item 8 (L) (Exclusive of Reserve for Uncollected Taxes) 80015-	9,594,418.00	XXXXXXXXXXXXXX
	Actual 80016-		17,116,275
2.	Local District School Tax - Estimate ** 80017-	17,700,000.00	XXXXXXXXXXXXXX
	Actual 80025-		
3.	Regional School District Tax - Estimate * 80026-		XXXXXXXXXXXXXX
	Actual 80018-		-
4.	Regional High School Tax - School Budget Estimate * 80019-		XXXXXXXXXXXXXX
	Actual 80020-		4,913,267
5.	County Tax - Estimate * 80021-	5,200,000.00	XXXXXXXXXXXXXX
	Actual 80022-	1,331,004.00	1,270,020
6.	Special District Taxes - Estimate * 80023-		XXXXXXXXXXXXXX
	Actual 80027-		122,570
7.	Municipal Open Space Tax - Estimate * 80028-	121,662.00	XXXXXXXXXXXXXX
8.	Total General Appropriations & Other Taxes 80024-01	33,947,084.00	
9.	Less: Total Anticipated Revenues from 2013 in Municipal Budget (Item 5) 80024-02	5,052,126.00	
10.	Cash Required from 2013 Taxes to Support Local Municipal Budget and Other Taxes 80024-03	28,894,958.00	
11.	Amount of Item 10 Divided by 97.32% [820064-04] Equals Amount to be Raised by Taxation (Percentage used must not exceed the applicable percentage shown by Item 13, Sheet 22) 80024-05	29,694,958.00	
<u>Analysis of Item 11:</u>			
	Local District School Tax (Amount Shown on Line 2 Above)	17,700,000.00	<p>* May not be state in an amount less than "actual" Tax of year 2012.</p> <p>** Must be stated in the amount of the proposed budget submitted by the Local Board of Education to the Commissioner of Education on January 15, 2013 (Chap. 136, P.L. 1978). Consideration must be given to calendar year calculation.</p>
	Regional School District Tax (Amount Shown on Line 3 Above)	-	
	Regional High School Tax (Amount Shown on Line 4 Above)	-	
	County Tax (Amount Shown on Line 5 Above)	5,200,000.00	
	Special District Tax (Amount Shown on Line 6 Above)	-	
	Municipal Open Space Tax (Amount Shown on Line 7 Above)	121,662.00	
	Tax in Local Municipal Budget	6,673,296.00	
	Total Amount (see Line 11)	29,694,958.00	
12.	Appropriation: Reserve for Uncollected Taxes (Budget Statement, Item 8 (M) (Item 11, Less Item 10) 80024-06	800,000.00	<p>Note: The amount of anticipated revenues (Item 9) may never exceed the total of Items 1 and 12.</p>
	Computation of "Tax in Local Municipal Budget" Item 1 - Total General Appropriations	9,594,418.00	
	Item 2 - Appropriation: Reserve for Uncollected Taxes	800,000.00	
	Sub-Total	10,394,418.00	
	Less: Item 9 - Total Anticipated Revenues	5,052,126.00	
	Amount to be Raised by Taxation in Municipal Budget 80024-07	5,342,292.00	

# ACCELERATED TAX SALE - CHAPTER 99

## Calculation To Utilize Proceeds In Current Budget As Deduction To Reserve For Uncollected Taxes Appropriation

Note: This sheet should be completed only if you are conducting an accelerated tax sale for the first time in the current year.

- A. **Reserve for Uncollected Taxes (Sheet 25, Item 12)** \$ \_\_\_\_\_
- B. Reserve for Uncollected Taxes Exclusion:  
 Outstanding Balance of Delinquent Taxes  
 (Sheet 26, Item 14A) x % of  
 collection (Item 16) \$ \_\_\_\_\_
- C. TIMES: % of increase of Amount to be  
 Raised by Taxes over Prior Year \_\_\_\_\_ %  
 [(2013 Estimated Total Levy - 2012 Total Levy) / 2012 Total Levy]
- D. **Reserve for Uncollected Taxes Exclusion Amount**  
 [(B x C) + B] \$ \_\_\_\_\_
- E. **Net Reserve for Uncollected Taxes  
 Appropriation in Current Budget**  
 (A - D) \$ \_\_\_\_\_

**2011 Reserve for Uncollected Taxes Appropriation Calculation (Actual)**

- |    |   |          |
|----|---|----------|
| 1. | Subtotal General Appropriations (item 8(L) budget sheet 29) | \$ _____ |
| 2. | Taxes not Included in the Budget (AFS 25, items 2 thru 7)   | \$ _____ |
|    | Total   | \$ _____ |
| 3. | Less: Anticipated Revenues (item 5, budget sheet 11)        | \$ _____ |
| 4. | Cash Required   | \$ _____ |
| 5. | Total Required at _____ % (items 4+6)                       | \$ _____ |
| 6. | Reserve for Uncollected Taxes (item E above)                | \$ _____ |

## SCHEDULE OF DELINQUENT TAXES AND TAX TITLE LIENS

		Debit		Credit
1. Balance January 1, 2012		703,527.30		XXXXXXXXXXXXXX
A. Taxes	83102-00	544,584.41		XXXXXXXXXXXXXX
B. Tax Title Liens	83103-00	158,942.89		XXXXXXXXXXXXXX
2. Canceled:				XXXXXXXXXXXXXX
A. Taxes		83105-00		2,490.57
B. Tax Title Liens		83106-00		
3. Transferred to Foreclosed Tax Title Liens				XXXXXXXXXXXXXX
A. Taxes		83108-00		
B. Tax Title Liens		83109-00		
4. Added Taxes		83110-00	3,757.83	XXXXXXXXXXXXXX
5. Added Tax Title Liens		83111-00		XXXXXXXXXXXXXX
6. Adjustment between taxes (Other than current year)				XXXXXXXXXXXXXX
and Tax Title Liens:				XXXXXXXXXXXXXX
A. Taxes - Transfers to Tax Title Liens	83104-00			XXXXXXXXXXXXXX (1)
B. Tax Title Liens - Transfers from Taxes	83107-00	-	(1)	XXXXXXXXXXXXXX
7. Balance Before Cash Payments				704,794.56
8. Totals		707,285.13		707,285.13
9. Balance Brought Down		704,794.56		XXXXXXXXXXXXXX
10. Collected:				545,601.67
A. Taxes	83116-00	545,601.67		XXXXXXXXXXXXXX
B. Tax Title Liens	83117-00			XXXXXXXXXXXXXX
11. Interest and Costs - 2012 Tax Sale	83118-00			XXXXXXXXXXXXXX
12. 2012 Taxes Transferred to Liens	83119-00	5,658.43		XXXXXXXXXXXXXX
13. 2012 Taxes	83123-00	593,933.88		XXXXXXXXXXXXXX
14. Balance December 31, 2012				758,785.20
A. Taxes	83121-00	594,183.88		XXXXXXXXXXXXXX
B. Tax Title Liens	83122-00	164,601.32		XXXXXXXXXXXXXX
15. Totals		<b>\$ 1,304,386.87</b>		<b>\$ 1,304,386.87</b>

16. Percentage of Cash Collections to Adjusted Amount Outstanding  
(Item No. 10 divided by Item No. 9) is 77.41%

17. Item No. 14 multiplied by percentage shown above is \$ 587,397.37  
amount that may be anticipated in 2013. 83125-00

(See Note A on Sheet 22- Current Taxes)

Analysis

(1) These amounts will always be the same.	2011	250.00
	2012	593,933.88
		\$ 594,183.88

# SCHEDULE OF FORECLOSED PROPERTY

(PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION)

		Debit	Credit
1. Balance January 1, 2012	84101-00	70,240.01	XXXXXXXXXX
2. Foreclosed or Deeded in 2012		XXXXXXXXXX	XXXXXXXXXX
3. Tax Title Liens	84103-00		XXXXXXXXXX
4. Taxes Receivable	84104-00		XXXXXXXXXX
5A.	84102-00		XXXXXXXXXX
5B.	84105-00	XXXXXXXXXX	
6. Adjustment to Assessed Valuation	84106-00		XXXXXXXXXX
7. Adjustment to Assessed Valuation	84107-00	XXXXXXXXXX	
8. Sales		XXXXXXXXXX	XXXXXXXXXX
9. Cash *	84109-00	XXXXXXXXXX	
10. Contract	84110-00	XXXXXXXXXX	
11. Mortgage	84111-00	XXXXXXXXXX	
12. Loss on Sales	84112-00	XXXXXXXXXX	
13. Gain on Sales	84113-00		XXXXXXXXXX
14. Balance December 31, 2012	84114-00	XXXXXXXXXX	70,240.01
		\$ 70,240.01	\$ 70,240.01

## CONTRACT SALES

		Debit	Credit
15. Balance January 1, 2012	84115-00		XXXXXXXXXX
16. 2012 Sales from Foreclosed Property	84116-00		XXXXXXXXXX
17. Collected *	84117-00	XXXXXXXXXX	
18.	84118-00	XXXXXXXXXX	
19. Balance December 31, 2012	84119-00	XXXXXXXXXX	
		NONE	NONE

## MORTGAGE SALES

		Debit	Credit
20. Balance January 1, 2012	84120-00		XXXXXXXXXX
21. 2012 Sales from Foreclosed Property	84121-00		XXXXXXXXXX
22. Collected *	84122-00	XXXXXXXXXX	
23.	84123-00	XXXXXXXXXX	
24. Balance December 31, 2012	84124-00	XXXXXXXXXX	
		NONE	NONE

Analysis of Sale of Property: \$ \_\_\_\_\_  
 \* Total Cash Collected in 2012 (84125-00)

Realized in 2012 Budget \_\_\_\_\_

To Results of Operation (Sheet 19) \_\_\_\_\_

**DEFERRED CHARGES**  
**- MANDATORY CHARGES ONLY -**  
**CURRENT, TRUST, AND GENERAL CAPITAL FUNDS**

(Do not include the emergency authorizations pursuant to N.J.S. 40A:4-53,  
N.J.S. 40A:4-55.1 or N.J.S. 40A:4-55.13 listed on Sheets 29 and 30.)

<u>Caused By</u>	Amount Dec. 31, 2011 per Audit <u>Report</u>	Amount in 2012 <u>Budget</u>	Amount Resulting from 2012	Balance as at <u>Dec. 31, 2012</u>
1. Emergency Authorization - Municipal*	\$ _____	\$ _____	\$ _____	\$ _____ -
2. Emergency Authorizations - Schools	\$ _____	\$ _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____	\$ _____	\$ _____
5. _____	\$ _____	\$ _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____	\$ _____	\$ _____
8. _____	\$ _____	\$ _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____	\$ _____	\$ _____

\*Do not include items funded or refunded as listed below.

**EMERGENCY AUTHORIZATIONS UNDER N.J.S. 40A:4-47 WHICH HAVE BEEN  
FUNDED OR REFUNDED UNDER N.J.S. 40A:2-3 OR N.J.S. 40A:2-51**

<u>Date</u>	<u>Purpose</u>	<u>Amount</u>
1. _____	NONE	\$ _____
2. _____	_____	\$ _____
3. _____	_____	\$ _____
4. _____	_____	\$ _____
5. _____	_____	\$ _____

**JUDGEMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED**

<u>In favor of</u>	<u>On Account of</u>	<u>Date Entered</u>	<u>Amount</u>	Appropriated for in Budget of <u>Year 2013</u>
1. _____	NONE	_____	\$ _____	\$ _____
2. _____	_____	_____	\$ _____	\$ _____
3. _____	_____	_____	\$ _____	\$ _____
4. _____	_____	_____	\$ _____	\$ _____





**STATEMENT OF BONDS ISSUED AND OUTSTANDING  
AND 2013 DEBT SERVICE FOR BONDS  
(COUNTY) (MUNICIPAL) GENERAL CAPITAL BONDS**

		Debit	Credit	2013 Debt Service
Outstanding January 1, 2012	80033-01	XXXXXXXXXX	8,648,000.00	
Issued	80033-02	XXXXXXXXXX		
Paid	80033-03	957,000.00	XXXXXXXXXX	
Outstanding December 31, 2012	80033-04	7,691,000.00		
		\$ 8,648,000.00	\$ 8,648,000.00	
2013 Bond Maturities - General Capital Bonds	80033-05			992,000.00 <sup>B</sup>
2013 Interest on Bonds*	80033-06		267,606.26	
<b>ASSESSMENT SERIAL BONDS</b>				
Outstanding January 1, 2012	80033-07	XXXXXXXXXX		
Issued	80033-08	XXXXXXXXXX		
Paid	80033-09		XXXXXXXXXX	
Outstanding December 31, 2012	80033-10		XXXXXXXXXX	
		<b>NONE</b>	<b>NONE</b>	
2013 Bond Maturities - Assessment Bonds	80033-11			<b>NONE</b>
2013 Interest on Bonds*	80033-12		<b>NONE</b>	
Total "Interest on Bonds - Debt Service" (*Items)			80033-13	\$ 267,606.26 <sup>B</sup>

**LIST OF BONDS ISSUED DURING 2012**

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
Total	-	-		
	80033-14	80033-15		

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2013 DEBT SERVICE FOR LOANS  
(COUNTY) (MUNICIPAL) Green Acres LOANS**

		Debit	Credit	2013 Debt Service
Outstanding January 1, 2012	80033-01	XXXXXXXXXX	245,362.18	
Issued	80033-02	XXXXXXXXXX		
Paid	80033-03	34,509.31	XXXXXXXXXX	
Outstanding December 31, 2012	80033-04	210,852.87		
		\$ 245,362.18	\$ 245,362.18	
2013 Loan Maturities			80033-05	35,202.96
2013 Interest on Loans*			80033-06	4,041.92
Total 2013 Debt Service for <u>Green Acres</u> Loan			80033-13	39,244.88
<b>LOAN</b>				
Outstanding January 1, 2012	80033-07	XXXXXXXXXX		
Issued	80033-08	XXXXXXXXXX		
Paid	80033-09		XXXXXXXXXX	
Outstanding December 31, 2012	80033-10		XXXXXXXXXX	
		<b>NONE</b>	<b>NONE</b>	
2013 Loan Maturities			80033-11	
2013 Interest on Loans*			80033-12	
Total 2013 Debt Service for <u>                    </u> Loan			80033-13	\$ 39,244.88

**LIST OF LOANS ISSUED DURING 2012**

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
<b>NONE</b>				
Total	-	-		

80033-14                      80033-15

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2013 DEBT SERVICE FOR BONDS**

**TYPE I SCHOOL TERM BONDS**

		Debit	Credit	2013 Debt Service
Outstanding January 1, 2012	80034-01	XXXXXXXXXX		
Paid	80034-02		XXXXXXXXXX	
Outstanding December 31, 2012	80034-03			
		NONE	NONE	
2013 Bond Maturities - Term Bonds	80034-04		NONE	
2013 Interest on Bonds*	80034-05		NONE	
<b>TYPE I SCHOOL SERIAL BOND</b>				
Outstanding January 1, 2012	80034-06	XXXXXXXXXX		
Issued	80034-07	XXXXXXXXXX		
Paid	80034-08		XXXXXXXXXX	
Outstanding December 31, 2012	80034-09		XXXXXXXXXX	
		NONE	NONE	
2013 Interest on Bonds*	80034-10		NONE	
2013 Bond Maturities - Serial Bonds			80034-11	NONE
Total "Interest on Bonds - Type I School Debt Service" (* Items)			80034-12	NONE

**LIST OF BONDS ISSUED DURING 2012**

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
NONE				
Total	\$ -	\$ -		
	80033-14	80033-15		

**2013 INTEREST REQUIREMENT - CURRENT FUND DEBT ONLY**

		Outstanding Dec. 31, 2012	2013 Interest Requirement
1. Emergency Notes	80036-	\$ _____	\$ _____
2. Special Emergency Notes	80037-	\$ _____	\$ _____
3. Tax Anticipation Notes	80038-	\$ 4,600,000.00	\$ 48,814.00
4. Interest on Unpaid State and County Taxes	80039-	\$ _____	\$ _____
5. _____		\$ _____	\$ _____
6. _____		\$ _____	\$ _____

**DEBT SERVICE FOR NOTES (OTHER THAN ASSESSMENT NOTES)**

	Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2012	Date of Maturity	Rate of Interest	2013 Budget Requirement		Interest Computed to (Insert Date)
							For Principal	For Interest **	
1	2012-12 Acquisition of Property Adjacent to Marter Park	570,000.00	6/20/2012	570,000.00	4/25/2013	1.2500%		5,937.50	
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
	<b>Total</b>	\$ 570,000.00		\$ 570,000.00			\$ -	\$ 5,937.50	
							80051-01	80051-02	

Memo: Designate all "Capital Notes" issued under N.J.S. 40A:2-8(b) with "C". Such notes must be retired at the rate of 20% of the original amount issued annually.

Memo: Type 1 School Notes should be separately listed and totaled.

\* "Original Date of Issue" refers to the date when the first money was borrowed for a particular improvement, not the renewal date of subsequent notes which were issued.

All notes with an original date of issue of 2010 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2013 or written intent of permanent financing submitted with statement.

\*\* If interest on notes is financed by ordinance, designate same, otherwise an amount must be included in this column.

**(Do not crowd - add additional sheets)**

## DEBT SERVICE SCHEDULE FOR ASSESSMENT NOTES

	Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2012	Date of Maturity	Rate of Interest	2013 Budget Requirement		Interest Computed to (Insert Date)
							For Principal	For Interest **	
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									

80051-01      80051-02

Memo: \*See Sheet 33 for clarification of "Original Date of Issue"  
 Assessment Notes with an original date of issue of December 31, 2010 or prior must be appropriated in full in the 2013 Dedicated Assessment Budget or written intent of permanent financing submitted with statement.

\*\* Interest on Assessment Notes must be included in the Current Fund Budget appropriation "Interest on Notes".

(Do not crowd - add additional sheets)

## SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Lease Obligation Outstanding Dec. 31, 2012	2013 Budget Requirement	
		For Principal	For Interest/Fees
Leases approved by LFB prior to July 1, 2007			
1.			
2.			
3.			
4.			
5.			
6.			
Leases approved by LFB after July 1, 2007			
1.			
2.			
3.			
4.			
5.			
6.			
<b>Total</b>			

80051-01  
80051-02  
(Do not crowd - add additional sheets)

## SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (GENERAL CAPITAL FUND)

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2012		2012 Authorizations	Expended	Authorizations Canceled	Balance - December 31, 2012	
	Funded	Unfunded				Funded	Unfunded
	2003-29/2008-06 Construction of Senior/Community Center	72,504.10				48.00	-
2005-17 Various Improvements & Purchase of Property	82,417.59	74.00	-	-	82,491.59	-	-
2007-09/2008-09 Various Road Improvements and Alley Reconstruction	46,455.45	-	-	-	46,455.45	-	-
2009-09 Various Road Improvements	120,484.20	155,000.00	-	-	-	120,484.20	155,000.00
2010-04 Installation of Bike Path on Old York Road	168,877.97	90,000.00	-	46,616.70	-	122,261.27	90,000.00
2010-05 2010 Road Improvement Program	159,061.57	404,000.00	-	-	-	159,061.57	404,000.00
2010-12 Various Purposes	137,989.35	-	-	-	-	137,989.35	-
2010-15 Acquisition of Tahoes for Police Department	23,245.36	-	-	7,542.00	15,703.36	-	-
2011-03 Various Capital Improvements	-	368,282.46	-	85,794.09	-	100,894.41	181,593.96
2012-05 Improvements to Recreational Fields	-	-	450,000.00	267,452.03	-	-	182,547.97
2012-08 Improvements to Streets and Roads and Related Expenses	-	-	50,000.00	29,284.20	-	20,715.80	-
2012-09 Acquisition of Tahoes for Police Department	-	-	88,000.00	88,000.00	-	-	-
2012-12 Acquisition of Property Adjacent to Marter Park	-	-	600,000.00	436,947.28	-	-	163,052.72
2012-28 Acquisition of Tahoes for Police Department	-	-	88,000.00	40,853.11	-	47,146.89	-
2012-29 Acquisition and Installation of Computer Software for Finance Department	-	-	20,000.00	19,786.38	-	213.62	(0.00)
2012-34 Refunding Bonds	-	-	3,200,000.00	-	-	-	3,200,000.00

Place an \* before each item of "Improvement" which represents a funding or refunding of an emergency authorization.







**GENERAL CAPITAL FUND**

**STATEMENT OF CAPITAL SURPLUS**

YEAR - 2012

		Debit	Credit
Balance January 1, 2012	80029-01	xxxxxxxxxx	496,788.81
Premium on Sale of Bonds		xxxxxxxxxx	102.00
Funded Improvement Authorization Canceled		xxxxxxxxxx	144,576.40
Appropriated to Finance Improvement Authorizations	80029-02	246,000.00	xxxxxxxxxx
Appropriated to 2012 Budget Revenue	80029-03		xxxxxxxxxx
Balance December 31, 2012	80029-04	395,467.21	xxxxxxxxxx
		\$ 641,467.21	\$ 641,467.21

**BONDS ISSUED WITH A COVENANT OR COVENANTS**

	N/A
1. Amount of Serial Bonds Issued Under Provisions of Chapter 233, P.L. 1934, Chapter 268, P.L. 1934, Chapter 428, P.L. 1933 or Chapter 77, Article VI-A, P.L. 1935, with Covenant or Covenants: Outstanding December 31, 2012	\$ _____
2. Amount of Cash in Special Trust Fund as of December 31, 2012 (Note A)	\$ _____
3. Amount of Bonds Issued Under Item 1 Maturing in 2013	\$ _____
4. Amount of Interest on Bonds with a Covenant - 2012 Requirement	\$ _____
5. Total of 3 and 4 - Gross Appropriation	\$ _____
6. Less Amount of Special Trust fund to be Used	\$ _____
7. Net Appropriation Required	\$ _____

NOTE A - This amount to be supported by confirmation from bank or Banks.

Footnote: Any formula other than the one shown above and required to be used by covenant or covenants is to be attached hereto.

Item 5 must be shown as an item of appropriation, short extended, with Item 6 shown directly following as a deduction and with the amount of Item 7 extended into the 2013 appropriations column.

**IMPORTANT!!**

This Sheet Must Be Completely Filled in or the Statement Will Be Considered Incomplete

(N.J.S.A. 52:27BB-55 as Amended by Chap. 211, P.L 1981)

- 1. Total Tax Levy for the Year 2012 was \$ 28,930,380.69
- 2. Amount of Item 1 Collected in 2012 (\*) \$ 28,300,548.01
- 3. Seventy (70) percent of Item 1 \$ 20,251,266.48

1. Did any maturities of bonded obligations or notes fall due during the year 2012?

Answer YES or NO YES

2. Have payments been made for all bonded obligations or notes due on or before December 31, 2012?

Answer YES or NO YES If answer is "NO" give details

**NOTE: If answer to Item B1 is YES, then Item B2 must be answered**

Does the appropriation required to be included in the 2013 budget for the liquidation of all bonded obligations or notes exceed 25% of the total of appropriations for operating purposes in the budget for the year just ended? Answer YES or NO:

NO

- 1. Cash Deficit 2011 \$ NONE
- 2. 4% of 2011 Tax Levy for all purposes:  
     Levy - - \$ \_\_\_\_\_ = \$ NONE
- 3. Cash Deficit 2012 \$ NONE
- 4. 4% of 2012 Tax Levy for all purposes:  
     Levy - - \$ \_\_\_\_\_ = \$ NONE

	<u>Unpaid</u>	<u>2011</u>	<u>2012</u>	<u>Total</u>	
1. State Taxes	\$	<u>-</u>	\$	<u>-</u>	\$ <u>NONE</u>
2. County Taxes	\$	<u>-</u>	\$	<u>13,328.80</u>	\$ <u>13,328.80</u>
3. Amounts due Special Districts	\$	<u>-</u>	\$	<u>-</u>	\$ <u>0.00</u>
4. Amounts due School Districts for Local School Tax	\$	<u>-</u>	\$	<u>-</u>	\$ <u>0.00</u>

**SHEETS 40 to 68, INCLUSIVE, PERTAIN TO**

**UTILITIES ONLY**

*Note:*

If no "utility fund" existed on the books of account and if no utility was owned and operated by the municipality during the year 2012, please observe instructions of Sheet 2.

\* Sheets 41-54 are not applicable and have been removed.

**POST CLOSING  
TRIAL BALANCE - WATER & SEWER UTILITY FUND  
AS OF DECEMBER 31, 2012  
Operating and Capital Sections**

(Separately Stated)

**Cash Liabilities Must Be Subtotaled and Subtotal Must Be Marked with "C"**

Title of Account	Debit	Credit
<b><u>Water &amp; Sewer Operating Fund</u></b>		
Cash	1,452,067.81	
Receivables with Full Reserves:		
Water & Sewer Rents Receivable	308,424.12	
Water & Sewer Liens Receivable	613.01	
Appropriation Reserves		269,086.87
Reserve for Encumbrances		91,298.24
Accounts Payable		10.00
Accrued Interest on Bonds and Notes		114,227.93
Reserve for Developer Contributions - Toll Bros.		11,243.00
		<b>485,866.04 C</b>
Reserve for Receivables		309,037.13
Fund Balance		966,201.77
<b>TOTALS</b>	<b>\$ 1,761,104.94</b>	<b>\$ 1,761,104.94</b>

(Do not crowd - add additional sheets)

**POST CLOSING**  
**TRIAL BALANCE - WATER & SEWER UTILITY FUND**  
 AS AT DECEMBER 31, 2012  
**Operating and Capital Sections**

(Separately Stated)

Cash Liabilities Must Be Subtotalled and Subtotal Must Be Marked with "C"

Title of Account		Debit		Credit
<b><u>Water &amp; Sewer Capital Fund</u></b>				
Cash		403,817.26		
Fixed Capital		35,715,115.96		
Fixed Capital Authorized & Uncompleted				
Serial Bonds				4,414,000.00
NJEIT Bonds and NJWT Loans				5,529,691.62
Bond Anticipation Notes				-
Reserve for Encumbrances				-
Capital Improvement Fund				121,140.62
Improvement Authorizations - Funded				-
Improvement Authorizations - Unfunded				0.00
Reserve For Amortization				25,771,424.34
Deferred Reserve for Amortization				
Reserve For Construction of Water Storage Tank				3,000.00
Reserve For W&S Improvements - Developer Contr. Hovnanian				25,000.00
Fund Balance				254,676.64
Estimated Proceeds of Bonds & Notes			-	
Bonds & Notes Authorized But Not Issued				
<b>TOTALS</b>		<b>\$ 36,118,933.22</b>		<b>\$ 36,118,933.22</b>

(Do not crowd - add additional sheets)





# SCHEDULE OF WATER & SEWER UTILITY BUDGET - 2012

## BUDGET REVENUES

Source	Budget	Received in Cash	Excess or Deficit*
Operating Surplus Anticipated 01	329,733.00	329,733.00	-
Operating Surplus Anticipated with Consent of Director of Local Government Services 02			
Subtotal	329,733.00	329,733.00	-
Water & Sewer Rents	4,776,000.00	4,673,251.48	(102,748.52) *
Miscellaneous	200,000.00	586,271.50	386,271.50
Reserve for Construction of Water Storage Tank	13,000.00	13,000.00	-
Assessment Trust Fund Surplus			-
Water and Sewer Capital Surplus	70,000.00	70,000.00	-
Added by N.J.S. 40A:4-87 (List)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Subtotal	5,388,733.00	5,672,255.98	283,522.98
Deficit (General Budget)** 06			
07	\$ 5,388,733.00	\$ 5,672,255.98	\$ 283,522.98

\*\*Amount in "Received in Cash" column for "Deficit (General Budget)" and amount expended for "Surplus (General Budget)" must agree with amounts shown for such items on Sheet 45.

## STATEMENT OF BUDGET APPROPRIATIONS

Appropriations:	XXXXXXXXXX
Adopted Budget	5,388,733.00
Added by N.J.S. 40A:4-87	-
Emergency	-
Total Appropriations	5,388,733.00
Add: Overexpenditures (See Footnote)	-
Total Appropriations and Overexpenditures	5,388,733.00
Deduct Expenditures:	
Paid or Charged	5,029,640.44
Reserved	269,086.87
Surplus (General Budget)**	-
Total Expenditures	5,298,727.31
Unexpended Balance Canceled (See Footnote)	\$ 90,005.69

**FOOTNOTES: - RE: OVEREXPENDITURES:**

Every appropriation overexpended in the budget document must be marked with an \* and must agree in the aggregate with this item.

**RE: UNEXPENDED BALANCES CANCELED:**

Are not to be shown as "Paid or Charged" in the budget document. In all instances "Total Appropriations" and "Overexpenditures" must equal the sum of "Total Expenditures" and "Unexpended Balances Canceled"

## STATEMENT OF 2012 OPERATIONS WATER & SEWER UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2012 Water & Sewer Utility Budget contained either an item of revenue "Deficit" (General Budget)" or an item of appropriation "Surplus (General Budget)"  
Section 2 should be filled out in every case.

SECTION 1: N/A

Revenue Realized:	XXXXXXXXXX	
Budget Revenue (Not Including "Deficit (General Budget)")		
Miscellaneous Revenue Not Anticipated		
2011 Appropriation Reserves Canceled*		
Total Revenue Realized		0.00
Expenditures:	XXXXXXXXXX	
Appropriations (Not Including "Surplus (General Budget)")	XXXXXXXXXX	
Paid or Charged		
Reserved		
Expended Without Appropriation		
Cash Refund of Prior Year's Revenue		
Overexpenditure of Appropriation Reserves		
Total Expenditures	0.00	
Less: Deferred Charges Included In Above "Total Expenditures		
Total Expenditures - As Adjusted		0.00
Excess		0.00
Budget Appropriation - Surplus (General Budget) **		
Balance of "Results of 2012 Operation"		
Remainder = ("Excess in Operations" - Sheet 46)	0.00	
Deficit		
Anticipated Revenue - Deficit (General Budget)**		
Balance of "Results of 2012 Operation"		
Remainder = ("Operating Deficit - to Trial Balance" - Sheet 46)		

### SECTION 2:

The following Item of "2011 Appropriation Reserves Canceled in 2012" Is Due to the Current Fund TO THE EXTENT OF the amount Received and Due from the General Budget of 2011 for an Anticipated Deficit in the Water & Sewer Utility for 2012:

2011 Appropriation Reserves Canceled in 2012	279,059.68	
Less: Anticipated Deficit in 2012 Budget - Amount Received and Due from Current Fund - If none, enter "NONE"	NONE	
*Excess (Revenue Realized)		\$ 279,059.68

\*\*Items must be shown in same amounts on Sheet 44.

**RESULTS OF 2012 OPERATIONS - WATER & SEWER UTILITY**

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXXXX	283,522.98
Unexpended Balances of Appropriations	XXXXXXXXXX	90,005.69
Miscellaneous Revenue Not Anticipated	XXXXXXXXXX	
Unexpended Balances of 2011 Appropriation Reserves*	XXXXXXXXXX	279,059.68
Deficit in Anticipated Revenue		XXXXXXXXXX
Refund of Prior Year Revenue	1,550.01	XXXXXXXXXX
Operating Deficit - to Trial Balance	XXXXXXXXXX	
Excess in Operations - to Operating Surplus	651,038.34	XXXXXXXXXX
*See restriction in amount on Sheet 45, SECTION 2		
	\$ 652,588.35	\$ 652,588.35

**OPERATING SURPLUS - WATER & SEWER UTILITY**

	Debit	Credit
Balance January 1, 2012	XXXXXXXXXX	644,896.43
Excess in Results of 2012 Operations	XXXXXXXXXX	651,038.34
Amount Appropriated in 2012 Budget - Cash	329,733.00	XXXXXXXXXX
Amount Appropriated in 2012 Budget with Prior Written Consent of Director of Local Government Services		XXXXXXXXXX
Balance December 31, 2012	966,201.77	XXXXXXXXXX
	\$ 1,295,934.77	\$ 1,295,934.77

**ANALYSIS OF BALANCE DECEMBER 31, 2012  
(FROM WATER & SEWER UTILITY - TRIAL BALANCE)**

Cash		1,452,067.81
Investments		-
Interfund Accounts Receivable		-
Subtotal		1,452,067.81
Deduct Cash Liabilities Marked with "C" on Trial Balance		485,866.04
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		966,201.77
Other Assets Pledged to Operating Surplus*		
Deferred Charges #	-	
Operating Deficit #	-	
Total Other Assets		-
#MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2013 BUDGET.		
*In the case of a "Deficit in Operating Surplus Cash", "other Assets" would be also pledged to cash liabilities.		\$ 966,201.77

**SCHEDULE OF WATER & SEWER UTILITY  
ACCOUNTS RECEIVABLE**

Balance December 31, 2011		\$	<u>308,424.12</u>
Increased by:			
Water & Sewer Rents Levied		\$	<u>4,673,251.48</u>
Decreased by:			
Collections	\$		<u>4,673,251.48</u>
Overpayments applied	\$		<u>                    </u>
Transfer to Water & Sewer Liens	\$		<u>                    </u>
Other - Canceled	\$		<u>                    </u>
		\$	<u>4,673,251.48</u>
Balance December 31, 2012		\$	<u>308,424.12</u>

**SCHEDULE OF WATER & SEWER UTILITY LIENS**

Balance December 31, 2011		\$	<u>613.01</u>
Increased by:			
Transfers from Accounts Receivable	\$		<u>                    -</u>
Penalties and Costs	\$		<u>                    -</u>
Other	\$		<u>                    -</u>
		\$	<u>                    -</u>
Decreased by:			
Collections	\$		<u>                    -</u>
Other - Canceled	\$		<u>                    -</u>
		\$	<u>                    -</u>
Balance December 31, 2012		\$	<u>613.01</u>

**DEFERRED CHARGES**  
**- MANDATORY CHARGES ONLY -**  
**WATER UTILITY FUND**

(Do not include the emergency authorizations pursuant to N.J.S. 40A:4-55, listed on Sheet 29)

<u>Caused By</u>	Amount Dec. 31, 2011 per Audit <u>Report</u>	Amount in 2012 <u>Budget</u>	Amount Resulting from 2012	Balance as at <u>Dec. 31, 2012</u>
1. Emergency Authorization - *	\$ _____	\$ _____	\$ _____	\$ _____
2. <u>Overexpenditure of Appropriation</u>	\$ 19,309.49	\$ 19,309.49	\$ -	\$ -
3. _____	\$ _____	\$ _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____	\$ _____	\$ _____
5. _____	\$ _____	\$ _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____	\$ _____	\$ _____
8. _____	\$ _____	\$ _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____	\$ _____	\$ _____

\*Do not include items funded or refunded as listed below.

**EMERGENCY AUTHORIZATIONS UNDER N.J.S. 40A:4-47 WHICH HAVE BEEN  
FUNDED OR REFUNDED UNDER N.J.S. 40A:2-3 OR N.J.S. 40A:2-51**

<u>Date</u>	<u>Purpose</u>	<u>Amount</u>
1. _____	<b>None</b>	\$ _____
2. _____		\$ _____
3. _____		\$ _____
4. _____		\$ _____
5. _____		\$ _____

**JUDGEMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED**

<u>In favor of</u>	<u>On Account Of</u>	<u>Date Entered</u>	<u>Amount</u>	Appropriated for in Budget of <u>Year 2013</u>
1. _____	<b>None</b>		\$ _____	_____
2. _____			\$ _____	_____
3. _____			\$ _____	_____
4. _____			\$ _____	_____

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2013 DEBT SERVICE FOR BONDS**

**WATER & SEWER UTILITY ASSESSMENT BONDS**

	Debit	Credit	2013 Debt Service
Outstanding January 1, 2012	XXXXXXXXXX	701,000.00	
Issued	XXXXXXXXXX		
Paid	55,000.00		
Outstanding December 31, 2012	646,000.00	XXXXXXXXXX	
	\$ 701,000.00	\$ 701,000.00	

2013 Bond Maturities - Assessment Bonds \$ 55,000.00

2013 Interest on Bonds\* \$ 18,096.26

**WATER & SEWER UTILITY CAPITAL BONDS**

Outstanding January 1, 2012	XXXXXXXXXX	4,915,000.00	
Issued	XXXXXXXXXX		
Paid	501,000.00	XXXXXXXXXX	
Outstanding December 31, 2012	4,414,000.00	XXXXXXXXXX	
	\$ 4,915,000.00	\$ 4,915,000.00	

2013 Bond Maturities - Capital Bonds \$ 511,000.00

2013 Interest on Bonds\* \$ 153,160.02

**INTEREST ON BONDS - WATER & SEWER UTILITY BUDGET**

2013 Interest on Bonds (*Items)	\$ 171,256.28	
Less: Interest Accrued to 12/31/2012 (Trial Balance)	\$ 45,827.93	
Subtotal	\$ 125,428.35	
Add: Interest to be Accrued as of 12/31/2013	\$ 40,393.55	
Required Appropriation 2013		\$ 165,821.90

**LIST OF BONDS ISSUED DURING 2012**

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
Totals				

**STATEMENT OF LOANS ISSUED AND OUTSTANDING  
AND 2013 DEBT SERVICE FOR LOANS**

NJEIT and NJWTT

UTILITY LOANS

	Debit	Credit	2013 Debt Service
Outstanding January 1, 2012	XXXXXXXXXX	6,653,972.33	
Issued	XXXXXXXXXX		
		XXXXXXXXXX	
Paid	1,124,280.71		
Outstanding December 31, 2012	5,529,691.62	XXXXXXXXXX	
	\$ 6,653,972.33	\$ 6,653,972.33	

2013 Loan Maturities \$ 1,057,220.87 <sup>B</sup>

2013 Interest on Loans\* \$ 219,900.00

**UTILITY LOANS**

	Debit	Credit	2013 Debt Service
Outstanding January 1, 2012	XXXXXXXXXX	-	
Issued	XXXXXXXXXX		
Paid		XXXXXXXXXX	
Outstanding December 31, 2012	-	XXXXXXXXXX	
	\$ -	\$ -	

2013 Loan Maturities \$ -

2013 Interest on Loans\* \$ -

**INTEREST ON LOANS -**

Water and Sewer

**UTILITY BUDGET**

2013 Interest on Loans (*Items)	\$ 219,900.00	
Less: Interest Accrued to 12/31/2012 (Trial Balance)	\$ 68,400.00	
Subtotal	\$ 151,500.00	
Add: Interest to be Accrued as of 12/31/2013	\$ 58,200.00	
Required Appropriation 2013		\$ 209,700.00 <sup>B</sup>

**LIST OF LOANS ISSUED DURING 2012**

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
NONE				
Totals				

## DEBT SERVICE FOR NOTES (OTHER THAN UTILITY ASSESSMENT NOTES)

	Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2012	Date of Maturity	Rate of Interest	2013 Budget Requirement		Interest Computed to (Insert Date)	
							For Principal	For Interest **		
1.								-		
2.								-		
3.								-		
4.										
5.										
6.										
7.										
8.										
9.										
10.										
<b>Total</b>							\$	-	\$	-

INTEREST ON NOTES - WATER & SEWER UTILITY BUDGET	
2013 Interest on Notes	\$ -
Less: Interest Accrued to 12/31/2012 (Trial Balance)	-
Subtotal	-
Add: Interest to be Accrued as of 12/31/2013	-
Required Appropriation - 2013	\$ -

Important: If there is more than one utility in the municipality, identify each note.  
Memo: Designate all "Capital Notes" issued under N.J.S. 40A:2-8(b) with "C". Such notes must be retired at the rate of 20% of the original amount issued annually.  
\* See Sheet 33 for clarification of "Original Date of Issue".  
All notes with an original date of issue of 2010 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2013 or written intent of permanent financing submitted.  
\*\* If interest on notes is financed by ordinance, designate same, otherwise an amount must be included in this column.

(Do not crowd - add additional sheets)

**DEBT SERVICE FOR UTILITY ASSESSMENT NOTES**

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15.	Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2012	Date of Maturity	Rate of Interest	2013 Budget Requirements		Interest Computed to (Insert Date)
							For Principal	For Interest **	
	<b>TOTAL</b>	\$ -		\$ -			\$ -	\$ -	

Important: If there is more than one utility in the municipality, identify each one.

Memo: \*See Sheet 33 for clarification of "Original Date of Issue".

Utility Assessment Notes with an original date of issue of December 31, 2010 or prior must be appropriated in full in the 2013 Dedicated Utility Assessment Budget or written intent of permanent financing submitted.

\*\*Interest on Utility Assessment Notes must be included in the Utility Budget appropriation "Interest on Notes".

## SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Lease Obligations Outstanding Dec. 31, 2012	2013 Budget Requirement	
		For Principal	For Interest/Fees
Leases approved by LFB prior to July 1, 2007			
1.			
2.			
3.			
4.			
5.			
6.			
Leases approved by LFB after July 1, 2007			
1.			
2.			
3.			
4.			
5.			
6.			
<b>Total</b>			



**WATER & SEWER UTILITY CAPITAL FUND**  
**SCHEDULE OF CAPITAL IMPROVEMENT FUND**

	Debit	Credit
Balance January 1, 2012	xxxxxxxxxx	121,140.62
Received from 2012 Budget Appropriation *	xxxxxxxxxx	-
	xxxxxxxxxx	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	xxxxxxxxxx	
List by Improvements - Direct Charges Made for Preliminary Costs:	xxxxxxxxxx	xxxxxxxxxx
		xxxxxxxxxx
Appropriated to Finance Improvement Authorizations		xxxxxxxxxx
		xxxxxxxxxx
Balance December 31, 2012	121,140.62	xxxxxxxxxx
	\$ 121,140.62	\$ 121,140.62

**WATER & SEWER UTILITY CAPITAL FUND**  
**SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS**

	Debit	Credit
Balance January 1, 2012	xxxxxxxxxx	
Received from 2012 Budget Appropriation*	xxxxxxxxxx	
Received from 2012 Emergency Appropriation*	xxxxxxxxxx	
Appropriated to Finance Improvement Authorizations		xxxxxxxxxx
		xxxxxxxxxx
Balance December 31, 2012		xxxxxxxxxx
	<b>None</b>	<b>None</b>

\*The full amount of the 2012 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.

**UTILITY FUND**  
**CAPITAL IMPROVEMENTS AUTHORIZED IN 2012**  
**AND**  
**DOWN PAYMENTS (N.J.S. 40A:2-11)**  
**UTILITIES ONLY**

Purpose	Amount Appropriated	Total Obligations Authorized	Down Payment Provided by Ordinance	Amount of Down Payment in Budget Of 2012 or Prior Years
			-	-
	\$ -	\$ -	\$ -	\$ -

**WATER & SEWER UTILITY CAPITAL FUND**  
**STATEMENT OF CAPITAL SURPLUS**  
Year 2012

	Debit	Credit
Balance January 1, 2012	xxxxxxxxx	132,002.23
Premium on Sale of Notes	xxxxxxxxx	
Funded Improvement Authorizations Canceled	xxxxxxxxx	192,674.41
Appropriated to Finance Improvement Authorizations		xxxxxxxxx
Appropriated to 2012 Budget Revenue	70,000.00	xxxxxxxxx
Balance December 31, 2012	254,676.64	xxxxxxxxx
	\$ 324,676.64	\$ 324,676.64

# INSTRUCTIONS IN PREPARATION OF ANNUAL FINANCIAL STATEMENT OF 2012

The arrangement of the schedules is shown by the index appearing at the bottom hereof. The statement is prepared on a full cash basis. Any variations from a full cash basis must be taken up with the Division in advance of the preparation of the statement and the budget.

Summary statements only of debt service are required. The use of summarized forms is permitted to conserve time. Responsibility for the supporting detail is placed on the chief financial officer who must be in a position to support the summarized figures.

No sheets should be eliminated, except utility fund sheets under the conditions stipulated on sheet 2. Those sheets not filled in should be marked "Not Applicable".

## INDEX

- 1, 1a & 1b. Certification and Affidavit
  - 1c. Municipal Budget Local Examination Certification
  - 1d. Report of Federal and State Financial Assistance Expenditures of Awards
  2. Instructions and Certification
  - 3, 3a & 3b. Trial Balance - Current Fund
  4. Trial Balance - Public Assistance Fund
  5. Trial Balance - Federal and State Funds
  - 6 & 6b. Trial Balance - Trust Funds / Schedule of Trust Fund Reserves
  - 6a. Municipal Public Defender Certification -- P.L. 1997, C. 256
  7. Analysis of Trust Assessment Cash and Investments Pledged to Liabilities and Surplus
  8. Trial Balance - Capital Fund
  - 9 & 9a. Cash Reconciliation
  10. Federal and State Grants Receivable
  - 11 & 11a. Appropriated Reserves for Federal and State Grants
  12. Unappropriated Reserves for Federal and State Grants
  13. Local District School Tax - Municipal Open Space Tax
  14. Regional School Tax - Regional High School Tax
  15. County Taxes Payable - Special District Taxes
  16. Reserves for State and Federal Aid for Library Services
  - 17 & 17a. General Budget Revenues
  17. Allocation of Current Tax Collections
  18. General Budget Appropriations
  18. Emergency Appropriations for Local District School Purposes
  19. Results of 2012 Operation-Current Fund
  20. Schedule of Miscellaneous Revenues Not Anticipated
  21. Surplus Account and Analysis of Balance
  22. Current Tax Levy
  - 22a. Accelerated Tax Sale/Tax Levy Sale Chapter 99 To Calculate Underlying Tax Collection Rate for 2012
  23. Due from/to State of New Jersey for Senior Citizens and Veterans Deductions
  24. Reserve for Tax Appeals Pending (N.J.S.A. 54:3-37)
  25. Municipal Budget - Computation of "Reserve for Uncollected Taxes" and "Amount to be Raised by Taxation"
  - 25a. Accelerated Tax Sale - Chapter 99. Calculation to Utilize Proceeds in Current Budget as Deduction to Reserve for Uncollected Taxes Appropriation.
  26. Delinquent Taxes and Tax Title Liens
  27. Foreclosed Property; Contract Sales; Mortgage Sales
  28. Deferred Charges and List of Judgements - Current
  29. Emergency - Tax Map; Revaluation; Master Plan; Revisions and Codification of Ordinance; Drainage Maps for Flood Control; Preliminary Studies, etc. for Sanitary Sewer Systems, Municipal Consolidation Act; Flood or Hurricane Damage
  30. Emergency - Damage to Roads and Bridges by Snow, Ice, etc.; Public Exigencies Caused by Civil Disturbances
  - 31 & 31a. Summary Statement of Debt Service Requirements-Municipal (or County)
  32. Summary Statement of Debt Service Requirements - School - Type I and Current
  33. Debt Service for notes (Other than Assessment Notes)
  - 34 & 34a. Debt Service for Assessment Notes / Schedule of Capital Lease Program Obligations
  - 35 & 35a. Improvement Authorizations
  36. Capital Improvement Fund
  37. Down Payment
  37. Capital Improvements Authorized in 2012
  38. General Capital Surplus, Bond Covenants
  39. Required Information (N.J.S.A. 52:27BB-55 as amended by Chap. 211, P.L. 1981)
- UTILITIES ONLY
40. Instructions
  - 41 & 55. Trial Balance - Utility Fund
  - 42 & 56. Trial Balance - Utility Assessment Trust Funds
  - 43 & 57. Analysis of Utility Assessment Trust Cash and Investments Pledged to Liabilities and Surplus
  - 44 & 58. Utility Revenues and Appropriations
  - 45 & 59. 2012 Utility Operations
  - 46 & 60. Results of Operation, Operating Surplus and Analysis
  - 47 & 61. Utility Accounts Receivable; Utility Liens
  - 48 & 62. Deferred Charges and List of Judgments - Utility
  - 49 & 63. Summary Statement of Debt Service Requirements
  - 49a & 63a. Summary Statement of Loan Requirements
  - 50 & 64. Debt Service for Utility Notes (Other than Utility Assessment Notes)
  - 51 & 65. Debt Service for Utility Assessment Notes
  - 51a & 65a. Schedule of Capital Lease Program Obligations
  - 52 & 66. Improvement Authorizations (Utility Capital)
  - 53 & 67. Capital Improvement Fund and Down Payments
  - 54 & 68. Utility Capital Improvements Authorized in 2012; Utility Capital Surplus