

**ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2013  
(UNAUDITED)**

POPULATION LAST CENSUS 12,109  
 NET VALUATION TAXABLE 201 \$1,216,613.080  
 MUNICODE 0315

**FIVE DOLLARS PER DAY PENALTY IF NOT FILED BY:  
 COUNTIES - JANUARY 26, 2014  
 MUNICIPALITIES - FEBRUARY 10, 2014**

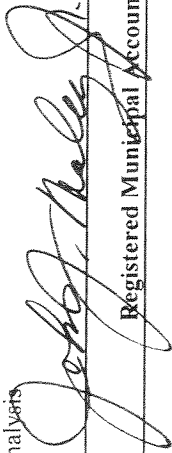
ANNUAL FINANCIAL STATEMENT REQUIRED TO BE FILED UNDER NEW JERSEY STATUTES ANNOTATED 40A:5-12, AS AMENDED, COMBINED WITH INFORMATION REQUIRED PRIOR TO CERTIFICATION OF BUDGETS BY THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES.

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 A. Blacker, am the Chief Financial Officer, License # N0498, of the Burlington Township, County of \_\_\_\_\_, 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, 2013, 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, 2013.

Signature   
 Title Chief Financial Officer  
 Address Municipal Complex, 711 Borad Street, Florence, NJ 08518  
 Phone Number (609) 499-2525  
 Fax Number (609) 499-1186  
 Email CFO@FLORENCE-NJ.GOV

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.

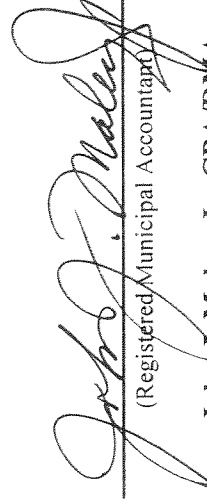
**THE REQUIRED CERTIFICATION BY AN RMA IS AS FOLLOWS:**

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, 2013 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 trial 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 2013 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 performed 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 of 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)

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

**[jmaley@maleycpa.com](mailto:jmaley@maleycpa.com)**  
(Email)

Certified by me


This 6th day of February, 2014  
**(609) 298-1198**  
(Fax Number)

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

\_\_\_\_\_

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 2013 as required under N.J.A.C. 5:23-4.17.

Printed Name: \_\_\_\_\_ Thomas Layou

Signature:  \_\_\_\_\_

Certificate #: \_\_\_\_\_ 001977

Date:  \_\_\_\_\_


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 examination.

**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** . 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 levy or appropriation "CAP" referendum.
10. The municipality will not apply for Transitional Aid for 2014.

The undersigned certifies that this municipality has complied in full in meeting ALL of the above criteria in determining its qualification 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 A. Blacker  
Signature:   
Certificate #: N0498  
Date: 2/7/14

**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: N/A  
Chief Financial Officer: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Certificate #: \_\_\_\_\_  
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 2013 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, 2013

Certification is hereby made that the Net Valuation Taxable of property liable to taxation for the tax year 2014 and filed with the County Board of Taxation on January 10, 2014 in accordance with the requirement of N.J.S.A. 54:4-35, was in the amount of \$ 1,271,538,445.

  
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 2012: ..... (1) \$ 1,974.95  
 x 2.5%  
 (2) \$ 493.74

Municipal Public Defender Trust Cash Balance December 31, 2013: ..... (3) \$ 4,841.95

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 the 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, N.J. 08625).

Amount in excess of the amount expended:  $3 - (1 + 2) =$  ..... \$ 2,373.26

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:

2/7/14

## Schedule of Trust Fund Reserves

Purpose	Amount Dec. 31, 2012 per Audit Report	Receipts	Disbursements	Balance as at Dec. 31, 2013
1. Collector's Trust	\$ 139,937.19	\$ 951,782.91	\$ 711,348.99	\$ 380,371.11
Unemployment Compensation Trust Fund	48,511.94	7,352.38	3,280.50	52,583.82
3. CDBG	-	65,000.00	-	65,000.00
4. Open Space Trust	404,955.77	124,325.94	46,036.45	483,245.26
5. Payroll Deductions Payable	48,332.44	6,513,548.07	6,494,142.48	67,738.03
6. FSH - Developer Contrib.	29,658.79	272.17	25,932.83	3,998.13
7. FSH - In Lieu of Contrib.	692,727.84	4,765.90	106,247.05	591,246.69
8. Costs of Public Defender	1,974.95	14,729.79	11,862.79	4,841.95
9. <b>Special Deposits:</b>				
10. Performance Bonds	10,032.74	-	6,421.04	3,611.70
11. Special Law Enforcement	5,287.33	864.88	-	6,152.21
12. Street Opening Deposits	1,455.00	2,300.00	1,400.00	2,355.00
13. Land Use Escrow Deposits	61,215.64	518,601.88	489,616.22	90,201.30
14. Police Quasi Duty	19,173.11	40,433.65	39,585.49	20,021.27
15. POAA	3,580.00	54.00	4.00	3,630.00
16. Engineering Escrow Deposits	1,300.00	16,050.00	12,350.00	5,000.00
17. Miscellaneous Escrow	21,874.58	-	-	21,874.58
18. Patriotic Celebration	4,733.00	30,000.00	6,044.67	28,688.33
19. Sidewalk Improvements	-	-	-	-
20. Flexible Spending	873.74	6,498.00	7,158.54	213.20
21. Greenbriar/Horizon Escrow	139,065.00	-	40,430.00	98,635.00
22.				-
23.				-
24.				-
25.				-
26.				-
27.				-
28.				-
29.				-
30.				-
Totals:	\$ 1,634,689.06	\$ 8,296,579.57	\$ 8,001,861.05	\$ 1,929,407.58

**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, 2012	Assessments and Liens	RECEIPTS		Current	Budget	Balance Dec. 31, 2013
			Current	Budget			
Assessment Serial Bond Issues:	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
Assessment Bond Anticipation Note Issues:	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
Other Liabilities							
Trust Surplus	9,341.77				60.90		60.90
Less Assets "Unfinanced"	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
<b>TOTAL</b>	<b>\$ 9,341.77</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60.90</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60.90</b>
							<b>\$ 9,341.77</b>

# POST CLOSING TRIAL BALANCE - GENERAL CAPITAL FUND

AS AT DECEMBER 31, 2013

Title of Account	Debit	Credit
Est. Proceeds Bonds and Notes Authorized	3,752,279.18	XXXXXXXXXX
Bonds and Notes Authorized but Not Issued	XXXXXXXXXX	3,752,279.18
Cash	2,160,559.42	
Deferred Charges To Future Taxation:		
Funded	6,870,649.91	
Unfunded	5,082,279.18	
Due From State of New Jersey:		
Transportation Trust Fund Grant	45,000.00	
Local Aid Bikeway Program	203,000.00	
Pedestrian Safety Grant	73,425.00	
Due From Burlington County:		
Burlington County Parks & Recreation Program		
Burlington County Parks & Recreation Program - 2013	100,000.00	
Serial Bonds Payable		6,695,000.00
Bond Anticipation Notes Payable		1,330,000.00
Green Trust Loan Payable		175,649.91
Accounts Payable		
Reserve for Encumbrances		336,962.37
Reserve for Environmental Remediation Encumbrances		96,133.44
Improvement Authorizations - Funded		662,455.34
Improvement Authorizations - Unfunded		4,173,446.45
Capital Improvement Fund		35,624.85
Reserve for Payment of Debt Service		421.00
Reserve for Burlington County Parks & Recreation - 2012		1.05
Reserve for Burlington County Parks & Recreation - 2013		100,000.00

(Do not crowd - add additional sheets)











**MUNICIPALITIES AND COUNTIES  
FEDERAL AND STATE GRANTS RECEIVABLE**

Grant	Balance Jan. 1, 2013	2013 Budget Revenue Realized	Received	Realized From Unappropriated Reserves	Cancelled	Balance Dec. 31, 2013
NJ Transportation Trust Fund Authority Act						-
Drive Sober or Get Pulled Over Grant		8,800.00	4,400.00			4,400.00
Drunk Driving Enforcement Fund		6,567.30	6,567.30			-
Clean Communities Grant		23,964.08	23,964.08			-
Recycling Tonnage Grant		30,110.14	30,110.14			-
Bulleproof Vest Partnership Grant		1,508.00	1,508.00			-
Body Armor Replacement Program		3,239.96	3,239.96			-
Waste Management Environmental Grant		2,000.00	2,000.00			-
Burlington County Open Space Preservation Grant						-
Totals	\$ -	\$ 76,189.48	\$ 71,789.48	\$ -	\$ -	\$ 4,400.00

# SCHEDULE OF APPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Grant	Balance Jan. 1, 2013	Transferred from 2013		Expended	-	S	74,151.38	-	S	-	S	-	S
		Budget Appropriations	Budget										
			By 40A:4-87										
Drunk Driving Enforcement Fund	8,205.77	6,567.30	3,839.43										10,933.64
Clean Communities Grant	-	23,964.08	23,964.08										-
Recycling Tonnage Grant	16,074.45	30,110.14	26,819.82										19,364.77
Body Armor Replacement Program	7,357.40	3,239.96	10,037.10										560.26
Legislative Grant - Roebling Plant	246.26												246.26
Bulletproof Vest Partnership Grant	1,560.00	1,508.00	1,560.00										1,508.00
Recreation Contribution	518.27												518.27
Municipal Alcohol Education, Rehabilitation & Enforcement Fund	902.09												902.09
Green Communities Challenge Grant	-												-
Waste Mangement Environment Grant	3,334.80	2,000.00											5,334.80
Drive Sober or Get Pulled Over Grant	-	8,800.00	7,930.95										869.05
													-
													-
<b>PAGE TOTALS</b>	<b>\$ 38,199.04</b>	<b>\$ -</b>	<b>\$ 76,189.48</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 74,151.38</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,237.14</b>

# SCHEDULE OF APPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Grant	Balance Jan. 1, 2013	Transferred from 2013 Budget Appropriations	Appropriation By 40A:4-87	Expended	-	-	-	-
	\$ 38,199.04	\$ -	\$ 76,189.48	\$ 74,151.38	\$ -	\$ -	\$ -	\$ 40,237.14
General Capital Fund								
Balance Dec. 31, 2013								

## SCHEDULE OF UNAPPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

					Transferred to 2013	Budget Appropriations	Budget	Jan. 1, 2013	Balance	Grant
					By 40A:4-87					
-	-	-	-	-						TOTALS
-										
-										
-										
Dec. 31, 2013		Expended	Received						Balance	
-	-	-	-	-						

# \*LOCAL DISTRICT SCHOOL TAX

	Debit	Credit
Balance January 1, 2013	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85001-00		3.00
School Tax Deferred (Not in excess of 50% of Levy - 2012 - 2013)	XXXXXXXXXX	
Levy School Year July 1, 2013 - June 30, 2014	XXXXXXXXXX	
Levy Calendar Year 2013	XXXXXXXXXX	17,516,136.00
Paid	17,516,135.00	XXXXXXXXXX
Balance December 31, 2013	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85003-00	4.00	
School Tax Deferred (Not in excess of 50% of Levy - 2013 - 2014)	XXXXXXXXXX	
	<b>\$ 17,516,139.00</b>	<b>\$ 17,516,139.00</b>

\* Not including Type I school debt service, emergency authorizations-schools, transfer to Board of Education for use of local schools

# Must include unpaid requisitions

# MUNICIPAL OPEN SPACE TAX

	Debit	Credit
Balance January 1, 2013	XXXXXXXXXX	404,955.77
2013 Levy	XXXXXXXXXX	121,662.00
Interest Earned	XXXXXXXXXX	2,663.94
Expenditures	46,036.45	XXXXXXXXXX
Balance December 31, 2013	483,245.26	XXXXXXXXXX
	<b>\$ 529,281.71</b>	<b>\$ 529,281.71</b>



# REGIONAL SCHOOL TAX

(Provide a separate statement for each Regional District involved)

	Debit	Credit
Balance January 1, 2013	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85031-00	XXXXXXXXXX	
School Tax Deferred (Not in excess of 50% of Levy - 2012 - 2013) 85032-00	XXXXXXXXXX	
Levy School Year July 1, 2013 - June 30, 2014	XXXXXXXXXX	
Levy Calendar Year 2013	XXXXXXXXXX	
Paid		XXXXXXXXXX
Balance December 31, 2013	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85033-00	-	
School Tax Deferred (Not in excess of 50% of Levy - 2013 - 2014) 85034-00		XXXXXXXXXX
# Must include unpaid requisitions	NONE	NONE

# REGIONAL HIGH SCHOOL TAX

	Debit	Credit
Balance January 1, 2013	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85041-00	XXXXXXXXXX	
School Tax Deferred (Not in excess of 50% of Levy - 2012 - 2013) 85042-00	XXXXXXXXXX	
Levy School Year July 1, 2013 - June 30, 2014	XXXXXXXXXX	
Levy Calendar Year 2013	XXXXXXXXXX	
Paid		XXXXXXXXXX
Balance December 31, 2013	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85043-00		XXXXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2013 - 2014) 85044-00		XXXXXXXXXX
# Must include unpaid requisitions	NONE	NONE

# COUNTY TAXES PAYABLE

	Debit	Credit
Balance January 1, 2013	XXXXXXXXXX	XXXXXXXXXX
County Taxes	XXXXXXXXXX	-
Due County for Added and Omitted Taxes	XXXXXXXXXX	13,328.80
2013 Levy:		
General County	XXXXXXXXXX	XXXXXXXXXX
County Library	XXXXXXXXXX	4,179,729.93
County Health	XXXXXXXXXX	380,042.00
County Open Space Preservation	XXXXXXXXXX	187,703.53
Due County for Added and Omitted Taxes	XXXXXXXXXX	26,491.71
Paid	4,734,312.55	XXXXXXXXXX
Balance December 31, 2013	XXXXXXXXXX	XXXXXXXXXX
County Taxes	0.00	XXXXXXXXXX
Due County for Added and Omitted Taxes	26,491.71	XXXXXXXXXX
	<b>\$ 4,760,804.26</b>	<b>\$ 4,787,295.97</b>

# SPECIAL DISTRICT TAXES

		Debit	Credit
Balance January 1, 2013	80003-06	XXXXXXXXXX	-
2013 Levy: (List Each Type of District Tax Separately - see Footnote)			
Fire -	81108-00	1,331,004.00	XXXXXXXXXX
Sewer -	81111-00	XXXXXXXXXX	XXXXXXXXXX
Water -	81112-00	XXXXXXXXXX	XXXXXXXXXX
Garbage -	81109-00	XXXXXXXXXX	XXXXXXXXXX
Open Space -	81105-00	XXXXXXXXXX	XXXXXXXXXX
Total 2013 Levy	80003-07	XXXXXXXXXX	1,331,004.00
Paid	80003-08		XXXXXXXXXX
Balance December 31, 2013	80003-09	1,331,004.00	XXXXXXXXXX
		<b>\$ 1,331,004.00</b>	<b>\$ 1,331,004.00</b>

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, 2013	XXXXXXXXXX	-
State Library Aid Received in 2013	XXXXXXXXXX	
Cancelled		
Expended		XXXXXXXXXX
Balance December 31, 2013	-	
	NONE	NONE

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

Balance January 1, 2013	XXXXXXXXXX	4,693.00
State Library Aid Received in 2013	XXXXXXXXXX	1,078.00
Expended	2,508.50	XXXXXXXXXX
Balance December 31, 2013	3,262.50	
	\$ 5,771.00	\$ 5,771.00

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

Balance January 1, 2013	XXXXXXXXXX	
State Library Aid Received in 2013	XXXXXXXXXX	
Expended		XXXXXXXXXX
Balance December 31, 2013	NONE	NONE

**RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID**

Balance January 1, 2013	XXXXXXXXXX	
State Library Aid Received in 2013	XXXXXXXXXX	
Expended		XXXXXXXXXX
Balance December 31, 2013	NONE	NONE

# STATEMENT OF GENERAL BUDGET REVENUES 2013

Source	Budget -1	Realized -02	Excess or Deficit* -03
Surplus Anticipated	829,000.00	829,000.00	-
Surplus Anticipated with Prior Written Consent of Director of Local Government		-	-
Miscellaneous Revenue Anticipated:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Adopted Budget	3,683,126.00	5,055,747.29	1,372,621.29
Added by N.J.S. 40A:4-87: (List on 17a)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
<b>See Sheet 17a</b>	176,189.48	176,189.48	-
Total Miscellaneous Revenue Anticipated	<b>3,859,315.48</b>	<b>5,231,936.77</b>	<b>1,372,621.29</b>
Receipts from Delinquent Taxes	540,000.00	589,261.57	49,261.57
Amount to be Raised by Taxation:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
(a) Local Tax for Municipal Purposes	5,342,292.00	XXXXXXXXXX	XXXXXXXXXX
(b) Addition to Local District School Tax		XXXXXXXXXX	XXXXXXXXXX
(c) Minimum Library Tax		XXXXXXXXXX	XXXXXXXXXX
Total Amount to be Raised by Taxation	5,342,292.00	5,761,538.97	419,246.97
	<b>\$ 10,570,607.48</b>	<b>\$ 12,411,737.31</b>	<b>\$ 1,841,129.83</b>

## ALLOCATION OF CURRENT TAX COLLECTIONS

	Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22)	XXXXXXXXXX	28,704,308.14
Amount to be Raised by Taxation	XXXXXXXXXX	XXXXXXXXXX
Local District School Tax	17,516,136.00	XXXXXXXXXX
Regional School Tax	-	XXXXXXXXXX
Regional High School Tax	-	XXXXXXXXXX
County Taxes	4,747,475.46	XXXXXXXXXX
Due County for Added and Omitted Taxes	26,491.71	XXXXXXXXXX
Special District Taxes	1,331,004.00	XXXXXXXXXX
Municipal Open Space Tax	121,662.00	XXXXXXXXXX
Reserve for Uncollected Taxes	XXXXXXXXXX	800,000.00
Deficit in Required Collection of Current Taxes (or)	XXXXXXXXXX	XXXXXXXXXX
Balance for Support of Municipal Budget (or)	5,761,538.97	XXXXXXXXXX
*Excess Non-Budget Revenue (see footnote)	XXXXXXXXXX	XXXXXXXXXX
*Deficit Non-Budget Revenue (see footnote)	XXXXXXXXXX	XXXXXXXXXX
	<b>\$ 29,504,308.14</b>	<b>\$ 29,504,308.14</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 2013

2013 Budget as Adopted	80012-01	10,394,418.00
2013 Budget - Added by N.J.S. 40A:4-87	80012-02	176,189.48
Appropriated for 2013 (Budget Statement Item 9)	80012-03	10,570,607.48
Appropriated for 2013 by Emergency Appropriation (Budget Statement Item 9)	80012-04	
Total General Appropriations (Budget Statement Item 9)	80012-05	10,570,607.48
Add: Overexpenditures (see footnote)	80012-06	
Total Appropriations and Overexpenditures	80012-07	<b>10,570,607.48</b>
Deduct Expenditures:		
Paid or Charged [Budget Statement Item (L)]	80012-08	9,360,830.70
Paid or Charged - Reserve for Uncollected Taxes	80012-09	800,000.00
Reserved	80012-10	390,466.63
Total Expenditures	80012-11	
Unexpended Balances Canceled (see footnote)	80012-12	<b>10,551,297.33</b>
		<b>\$ 19,310.15</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)

2013 Authorizations		
N.J.S. 40A:4-46 (After adoption of Budget)		
N.J.S. 40A:4-20 (Prior to adoption of Budget)		
Total Authorizations		<b>NONE</b>
Deduct Expenditures:		
Paid or Charged		
Reserved		
Total Expenditures		<b>NONE</b>

# RESULTS OF 2013 OPERATION

## CURRENT FUND

	Debit	Credit
Excess of anticipated Revenues:	XXXXXXXXXX	XXXXXXXXXX
Miscellaneous Revenues Anticipated           80013-01	XXXXXXXXXX	1,372,621.29
Delinquent Tax Collections                   80013-02	XXXXXXXXXX	49,261.57
Required Collection of Current Taxes       80013-03	XXXXXXXXXX	419,246.97
Unexpended Balances of 2013 Budget Appropriations   80013-04	XXXXXXXXXX	19,310.15
Miscellaneous Revenue Not Anticipated       81113-	XXXXXXXXXX	72,178.21
Miscellaneous Revenue Not Anticipated: Proceeds of Sale of Foreclosed Property (Sheet 27)   81114-	XXXXXXXXXX	
Payments in Lieu of Taxes on Real Property   81120-	XXXXXXXXXX	
Sale of Municipal Assets	XXXXXXXXXX	
Unexpended Balances of 2012 Appropriation Reserves   80013-05	XXXXXXXXXX	321,081.28
Prior Years Interfunds Returned in 2013       80013-06	XXXXXXXXXX	-
Deferred School Tax Revenue: (See School Taxes, Sheets 13 & 14)	XXXXXXXXXX	XXXXXXXXXX
Balance January 1, 2013                   80013-07		XXXXXXXXXX
Balance December 31, 2013               80013-08	XXXXXXXXXX	
Deficit in Anticipated Revenues:	XXXXXXXXXX	XXXXXXXXXX
Miscellaneous Revenues Anticipated       80013-09		XXXXXXXXXX
Delinquent Tax Collections               80013-10		XXXXXXXXXX
Required Collection of Current Taxes       80013-11		XXXXXXXXXX
Interfund Advances Originating in 2013   80013-12	-	XXXXXXXXXX
Refund of Prior Year Revenue	500.00	XXXXXXXXXX
Prior Year Senior Citizen Deductions Disallowed	2,519.18	XXXXXXXXXX
Deficit Balance - To Trial Balance (Sheet 3)	XXXXXXXXXX	XXXXXXXXXX
Surplus Balance - To Surplus (Sheet 21)	2,250,680.29	XXXXXXXXXX
	<b>\$ 2,253,699.47</b>	<b>\$ 2,253,699.47</b>

# SCHEDULE OF MISCELLANEOUS REVENUES NOT ANTICIPATED

Source	Amount Realized
State of NJ - Hotel Fees	1,892.37
State of NJ - Inspection Fine Reimbursement	2,700.00
State of NJ - Administration Costs	3,124.62
Auction Proceeds	24,021.39
General Trust - Administrative Fees for O/S Employment	3,573.92
Tax Collector	3,535.47
Oil & Metal Recycling Proceeds	8,026.80
Appropriation Reimbursements - Prior Year	8,649.29
Insurance Claim - Totaled 2003 Crown Vic Police Vehicle	4,975.00
Oppenheimer - Premium on TAN	6,090.00
Restitution	4,391.42
Other	1,197.93
<b>Total Amount of Miscellaneous Revenues Not Anticipated (Sheet 19)</b>	<b>\$ 72,178.21</b>



# SURPLUS - CURRENT FUND YEAR 2013

	Debit	Credit
1. Balance January 1, 2013	XXXXXXXXXX	1,831,709.44
2.	XXXXXXXXXX	
3. Excess Resulting from 2013 Operations	XXXXXXXXXX	2,250,680.29
4. Amount Appropriated in the 2013 Budget - Cash	829,000.00	XXXXXXXXXX
5. Amount Appropriated in the 2013 Budget - with Prior Writ- ten Consent of Director of Local Government Services		XXXXXXXXXX
6.		XXXXXXXXXX
7. Balance December 31, 2013	3,253,389.73	XXXXXXXXXX
	<b>\$ 4,082,389.73</b>	<b>\$ 4,082,389.73</b>

## ANALYSIS OF BALANCE DECEMBER, 31, 2013 (FROM CURRENT FUND - TRIAL BALANCE)

Cash	80014-06	7,730,659.67
Investments	80014-07	
Change Funds		550.00
Sub Total		7,731,209.67
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08	4,477,819.94
Cash Surplus	80014-09	3,253,389.73
Deficit in Cash Surplus	80014-10	
Other Assets Pledged to Surplus: *		
(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	-
	80014-15	<b>\$ 3,253,389.73</b>

\* IN THE CASE OF A "DEFICIT IN CASH SURPLUS", "OTHER ASSETS WOULD ALSO BE PLEDGED TO CASH LIABILITIES.  
# MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2014 BUDGET.  
(1) MAY BE ALLOWED UNDER CERTAIN CONDITIONS.

NOTE: Deferred charges for authorizations under N.J.S. 40A:4-55 (Tax Map, etc.), N.J.S. 40A:4-55 (Flood Damage, etc.), N.J.S. 40A:4-55.1 (Roads 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.

**(FOR MUNICIPALITIES ONLY)**  
**CURRENT TAXES - 2013 LEVY**

1. Amount of Levy as per Duplicate (Analysis) # or (Abstract of Ratables)	82101-00	\$	27,688,778.22
2. Amount of Levy Special District Taxes	82113-00	\$	
3. Amount Levied for Omitted Taxes under N.J.S.A. 54:4-63.12 et. seq.	82102-00	\$	1,388,274.39
4. Amount Levied for Added Taxes under N.J.S.A. 54:4-63.1 et. seq.	82103-00	\$	171,982.91
	82104-00	\$	
5a. Subtotal 2013 Levy		\$	29,249,035.52
5b. Reductions due to tax appeals **		\$	(10,394.11)
5c. Total 2013 Tax Levy	82106-00	\$	29,238,641.41
6 Transferred to Tax Title Liens	82107-00	\$	8,900.36
7. Transferred to Foreclosed Property	82108-00	\$	
8. Remitted, Abated or Canceled	82109-00	\$	19,605.40
9. Discount Allowed	82110-00	\$	
10. Collected in Cash: In 2012	82121-00	\$	100,284.70
In 2013 *	82122-00	\$	27,747,428.71
Homestead Benefit Credit	82124-00	\$	701,397.11
State's Share of 2013 Senior Citizens and Veterans Deductions Allowed	82123-00	\$	155,197.62
Total to Line 14	82111-00	\$	28,704,308.14
11. Total Credits	83120-00	\$	505,827.51
12. Amount Outstanding December 31, 2013		\$	28,732,813.90
13. Percentage of Cash Collections to Total 2013 Levy, (Item 10 divided by Item 5c) is			<u>98.17%</u> 82112-00

**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	\$	28,704,308.14
Less: Reserve for Tax Appeals Pending State Division of Tax Appeals	\$	
To Current Taxes Realized in Cash (Sheet 17)	\$	<u>28,704,308.14</u>

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 / \$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 2013 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. (N.J.S.A. 40A:4-41)

**ACCELERATED TAX SALE / TAX LEVY SALE - CHAPTER 99**  
**To Calculate Underlying Tax Collection Rate for 2013**

Utilize this sheet only if you conducted an Accelerated Tax Sale or Tax Levy 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.....	
<b>NET Cash Collected</b> .....	\$
Line 5c (sheet 22) Total 2013 Tax Levy.....	\$
Percentage of Collection Excluding Accelerated Tax Sale Proceeds (Net Cash Collected divided by Item 5c) is.....	%

---

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**(2) Utilizing Tax Levy Sale**

Total of Line 10 Collected in Cash (sheet 22).....	\$
LESS: Proceeds from Tax Levy Sale (excluding premium).....	
<b>NET Cash Collected</b> .....	\$
Line 5c (sheet 22) Total 2013 Tax Levy.....	\$
Percentage of Collection Excluding Accelerated Tax 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, 2013	XXXXXXXXXX	XXXXXXXXXX
Due From State of New Jersey		XXXXXXXXXX
Due To State of New Jersey	XXXXXXXXXX	57,881.22
2. Sr. Citizens Deductions Per Tax Billings	34,750.00	XXXXXXXXXX
3. Veterans Deductions Per Tax Billings	119,500.00	XXXXXXXXXX
4. Sr. Citizens Deductions Allowed By Tax Collector	1,000.00	XXXXXXXXXX
5. Veterans Deductions Allowed By Tax Collector	750.00	
6. Sr. Citizens Deductions Allowed By Tax Collector - 2012	500.00	
7. Sr. Citizens and Veteran Deductions Disallowed By Tax Collector	XXXXXXXXXX	802.38
8. Sr. Citizens Deductions Disallowed By Tax Collector 2012 Taxes	XXXXXXXXXX	2,519.18
9. Received in Cash from State	XXXXXXXXXX	156,230.82
10.		
11.		
12. Balance December 31, 2013	XXXXXXXXXX	XXXXXXXXXX
Due From State of New Jersey	XXXXXXXXXX	
Due To State of New Jersey	60,933.60	XXXXXXXXXX
	<b>\$ 217,433.60</b>	<b>\$ 217,433.60</b>

Calculation of Amount to be included on Sheet 22, Item 10-  
2013 Senior Citizens and Veterans Deductions Allowed

Line 2	<u>34,750.00</u>
Line 3	<u>119,500.00</u>
Line 4	<u>1,750.00</u>
Sub-Total	<u>156,000.00</u>
Less: Line 7	<u>802.38</u>
To Item 10, Sheet 22	<b><u>\$ 155,197.62</u></b>

# SCHEDULE OF RESERVE FOR TAX APPEALS PENDING

(N.J.S.A. 54:3-27)

	Debit	Credit
Balance January 1, 2013	XXXXXXXXXX	
Taxes Pending Appeals	XXXXXXXXXX	XXXXXXXXXX
Interest Earned on Taxes Pending Appeals	XXXXXXXXXX	XXXXXXXXXX
Contested Amount of 2013 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)	XXXXXXXXXX	
Interest Earned on Taxes Pending State Appeals	XXXXXXXXXX	
Cash Paid to Appellants (Including 5% Interest from Date of Payment) Closed to Results of Operations (Portion of Appeal won by Municipality, including Interest)		XXXXXXXXXX
		XXXXXXXXXX
Balance December 31, 2013		XXXXXXXXXX
Taxes Pending Appeals*	XXXXXXXXXX	XXXXXXXXXX
Interest Earned on Taxes Pending Appeals	XXXXXXXXXX	XXXXXXXXXX
	<b>NONE</b>	<b>NONE</b>

\* Includes State Tax Court and County Board of Taxation Appeals Not Adjusted by December 31, 2013

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

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

**COMPUTATION OF APPROPRIATION:  
RESERVE FOR UNCOLLECTED TAXES AND  
AMOUNT TO BE RAISED BY TAXATION  
IN 2014 MUNICIPAL BUDGET**

	YEAR 2014	YEAR 2013
1. Total General Appropriations for 2014 Municipal Budget Statement Item 8 (L) (Exclusive of Reserve for Uncollected Taxes)	80015- 10,408,968.00	XXXXXXXXXX
2. Local District School Tax - Actual	80016- XXXXXXXXXX	17,516,136.00
Estimate**	80017- 17,950,000.00	XXXXXXXXXX
3. Regional School District Tax - Actual	80025- XXXXXXXXXX	-
Estimate*	80026- XXXXXXXXXX	XXXXXXXXXX
4. Regional High School Tax - Actual	80018- XXXXXXXXXX	-
Estimate*	80019- XXXXXXXXXX	XXXXXXXXXX
5. County Tax Actual	80020- XXXXXXXXXX	4,747,475.46
Estimate*	80021- 4,800,000.00	XXXXXXXXXX
6. Special District Taxes Actual	80022- XXXXXXXXXX	1,331,004.00
Estimate*	80023- 1,504,868.00	XXXXXXXXXX
7. Municipal Open Space Tax Actual	80027- XXXXXXXXXX	121,662.00
Estimate*	80028- 127,153.00	XXXXXXXXXX
8. Total General Appropriations & Other Taxes	80024-01 34,790,989.00	
9. Less: Total Anticipated Revenues from 2014 in Municipal Budget (Item 5)	80024-02 5,426,100.00	
10. Cash Required from 2014 Taxes to Support Local Municipal Budget and Other Taxes	80024-03 29,364,889.00	
11. Amount of item 10 Divided by <u>98.00%</u> Equals Amount to be Raised by Taxation (Percentage used must not exceed the applicable percentage shown by Item 13, Sheet 22)	[820034-04] 80024-05 29,964,889.00	
<u>Analysis of Item 11:</u>		
Local District School Tax (Amount Shown on Line 2 Above)	17,950,000.00	
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)	4,800,000.00	
Special District Tax (Amount Shown on Line 6 Above)	1,504,868.00	
Municipal Open Space Tax (Amount Shown on Line 7 Above)	127,153.00	
Tax in Local Municipal Budget	5,582,868.00	
Total Amount (see Line 11)	29,964,889.00	
12. Appropriation: Reserve for Uncollected Taxes (Budget Statement, Item 8 (M) (Item 11, Less Item 10) Computation of "Tax in Local Municipal Budget"	80024-06 600,000.00	Note: The amount of anticipated rev- enues (Item 9) may never exceed the total of Items 1 and 12.
Item 1 - Total General Appropriations	10,408,968.00	
Item 12 - Appropriation: Reserve for Uncollected Taxes	600,000.00	
Sub-Total	11,008,968.00	
Less: Item 9 - Total Anticipated Revenues	5,426,100.00	
Amount to be Raised by Taxation in Municipal Budget 80024-07	\$ 5,582,868.00	

# 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 \_\_\_\_\_ %  
[(2014 Estimated Total Levy - 2013 Total Levy)/2013 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) \$ \_\_\_\_\_

### 2014 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, 2013		758,785.20	XXXXXXXXXX
A. Taxes	83102-00	594,183.88	XXXXXXXXXX
B. Tax Title Liens	83103-00	164,601.32	XXXXXXXXXX
2. Canceled:			XXXXXXXXXX
A. Taxes	83105-00		XXXXXXXXXX
B. Tax Title Liens	83106-00		546.91
3. Transferred to Foreclosed Tax Title Liens:			XXXXXXXXXX
A. Taxes	83108-00		
B. Tax Title Liens	83109-00		
4. Added Taxes	83110-00	2,519.18	XXXXXXXXXX
5. Added Tax Title Liens	83111-00		XXXXXXXXXX
6. Adjustment between Taxes (Other than current year) and Tax Title Liens:			XXXXXXXXXX
A. Taxes - Transfers to Tax Title Liens	83104-00		XXXXXXXXXX (1)
B. Tax Title Liens - Transfers from Taxes	83107-00	(1) 6,625.55	XXXXXXXXXX
7. Balance Before Cash Payments		XXXXXXXXXX	760,757.47
8. Totals		767,929.93	767,929.93
9. Balance Brought Down		760,757.47	XXXXXXXXXX
10. Collected:			589,261.57
A. Taxes	83116-00	584,549.94	XXXXXXXXXX
B. Tax Title Liens	83117-00	4,711.63	XXXXXXXXXX
11. Interest and Costs - 2013 Tax Sale	83118-00	815.71	XXXXXXXXXX
12. 2013 Taxes Transferred to Liens	83119-00	8,900.36	XXXXXXXXXX
13. 2013 Taxes	83123-00	505,827.51	XXXXXXXXXX
14. Balance December 31, 2013			687,039.48
A. Taxes	83121-00	510,808.17	XXXXXXXXXX
B. Tax Title Liens	83122-00	176,231.31	XXXXXXXXXX
15. Totals		<b>\$ 2,044,230.98</b>	<b>\$ 2,044,230.98</b>

16. Percentage of Cash Collections to Adjusted Amount Outstanding

(Item No. 10 divided by Item No. 9) is 77.00%

17. Item No. 14 multiplied by percentage shown above is \$ 529,020.40 and represents the maximum amount that may be anticipated in 2014. 83125-00

(See Note A on Sheet 22 - Current Taxes)

(1) These amounts will always be the same.

Analysis
2011
2012
2013
<u>\$ 510,808.17</u>



# SCHEDULE OF FORECLOSED PROPERTY

(PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION)

	Debit	Credit
1. Balance January 1, 2013	70,240.01	XXXXXXXXXX
2. Foreclosed or Deeded in 2013	XXXXXXXXXX	XXXXXXXXXX
3. Tax Title Liens		XXXXXXXXXX
4. Taxes Receivable		XXXXXXXXXX
5A. 84102-00		XXXXXXXXXX
5B. 84105-00	XXXXXXXXXX	
6. Adjustment to Assessed Valuation		XXXXXXXXXX
7. Adjustment to Assessed Valuation	XXXXXXXXXX	
8. Sales	XXXXXXXXXX	XXXXXXXXXX
9. Cash *	XXXXXXXXXX	
10. Contract	XXXXXXXXXX	
11. Mortgage	XXXXXXXXXX	
12. Loss on Sales	XXXXXXXXXX	
13. Gain on Sales		XXXXXXXXXX
14. Balance December 31, 2013	XXXXXXXXXX	70,240.01
	\$ 70,240.01	\$ 70,240.01

## CONTRACT SALES

	Debit	Credit
15. Balance January 1, 2013		XXXXXXXXXX
16. 2013 Sales from Foreclosed Property		XXXXXXXXXX
17. Collected *	XXXXXXXXXX	
18. 84118-00	XXXXXXXXXX	
19. Balance December 31, 2013	XXXXXXXXXX	
	NONE	NONE

## MORTGAGE SALES

	Debit	Credit
20. Balance January 1, 2013		XXXXXXXXXX
21. 2013 Sales from Foreclosed Property		XXXXXXXXXX
22. Collected *	XXXXXXXXXX	
23. 84123-00	XXXXXXXXXX	
24. Balance December 31, 2013	XXXXXXXXXX	
Analysis of Sale of Property:	NONE	NONE
* Total Cash Collected in 2013	(84125-00)	

Realized in 2013 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:4-55,  
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, 2012 per Audit Report	Amount in 2013 Budget	Amount Resulting from 2013	Balance as at Dec. 31, 2013
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.	_____	_____	\$ _____
2.	_____	NONE	\$ _____
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 Year 2014
1.	_____	_____	_____	\$ _____	_____
2.	_____	NONE	_____	\$ _____	_____
3.	_____	_____	_____	\$ _____	_____
4.	_____	_____	_____	\$ _____	_____

N.J.S. 40A:4-53 SPECIAL EMERGENCY - TAX MAP; REVALUATION; MASTER PLAN; REVISION AND CODIFICATION OF ORDINANCES; DRAINAGE MAPS  
 FOR FLOOD CONTROL; PRELIMINARY ENGINEERING STUDIES, ETC. FOR SANITARY SEWER SYSTEM; MUNICI-  
 PAL CONSOLIDATION ACT; FLOOD OR HURRICANE DAMAGE.

Date	Purpose	Amount Authorized	Not Less Than 1/5 of Amount Authorized*	Balance Dec. 31, 2012	REDUCED IN 2013		Balance Dec. 31, 2013
					By 2013 Budget	Canceled by Resolution	
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Sheet 29  
N/A

It is hereby certified that all outstanding "Special Emergency" appropriations have been adopted by the governing body in full compliance with N.J.S. 40A:4-53 et seq. and are recorded on this page

\_\_\_\_\_  
 Chief Financial Officer

\* Not less than one-fifth (1/5) of amount authorized but not more than the amount shown in the column "Balance Dec. 31, 2013" must be entered here and then raised in the 2014 budget.



**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2014 DEBT SERVICE FOR BONDS  
(COUNTY) (MUNICIPAL) GENERAL CAPITAL BONDS**

		Debit	Credit	2014 Debt Service
Outstanding January 1, 2013	80033-01	XXXXXXXXXX	7,691,000.00	
Issued	80033-02	XXXXXXXXXX	1,415,000.00	
Paid	80033-03	2,411,000.00	XXXXXXXXXX	
Outstanding December 31, 2013	80033-04	6,695,000.00	XXXXXXXXXX	
		\$ 9,106,000.00	\$ 9,106,000.00	
2014 Bond Maturities - General Capital Bonds				\$ 1,035,000.00
2014 Interest on Bonds *				
		80033-06	\$ 191,084.39	
<b>ASSESSMENT SERIAL BONDS</b>				
Outstanding January 1, 2013	80033-07	XXXXXXXXXX		
Issued	80033-08	XXXXXXXXXX		
Paid	80033-09		XXXXXXXXXX	
Outstanding December 31, 2013	80033-10		XXXXXXXXXX	
		NONE	NONE	
2014 Bond Maturities - Assessment Bonds				NONE
2014 Interest on Bonds *				
		80033-12		
Total "Interest on Bonds - Debt Service" (*Items)				\$ 191,084.39

**LIST OF BONDS ISSUED DURING 2013**

Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate
General Improvement Refunding Bonds	690,000.00	1,415,000.00	3/11/2013	Various
Total	\$ 690,000.00	\$ 1,415,000.00		
	80033-14	80033-15		

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2014 DEBT SERVICE FOR LOANS  
(COUNTY) (MUNICIPAL) GREEN TRUST LOAN**

	Debit	Credit	2014 Debt Service
Outstanding January 1, 2013	80033-01 XXXXXXXXXX	210,852.87	
Issued	80033-02 XXXXXXXXXX		
Paid	80033-03 35,202.96	XXXXXXXXXX	
Outstanding December 31, 2013	80033-04 175,649.91	XXXXXXXXXX	
2014 Loan Maturities	\$ 210,852.87	\$ 210,852.87	\$ 35,910.52
		80033-05	
2014 Interest on Loans		80033-06	\$ 3,334.34
Total 2014 Debt Service for	Loan	80033-13	\$ 39,244.86

**LOAN**

Outstanding January 1, 2013	80033-07 XXXXXXXXXX		
Issued	80033-08 XXXXXXXXXX		
Paid	80033-09	XXXXXXXXXX	
Outstanding December 31, 2013	80033-10	XXXXXXXXXX	
2014 Loan Maturities	NONE	NONE	NONE
		80033-11	
2014 Interest on Loans		80033-12	NONE
Total 2014 Debt Service for	Loan	80033-13	NONE

**LIST OF LOANS ISSUED DURING 2013**

Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate
Total	\$ -	\$ -		

80033-14 80033-15

# SCHEDULE OF BONDS ISSUED AND OUTSTANDING AND 2014 DEBT SERVICE FOR BONDS

## TYPE I SCHOOL TERM BONDS

	Debit	Credit	2014 Debt Service
Outstanding January 1, 2013	80034-01 XXXXXXXXXX		
Paid	80034-02 XXXXXXXXXX		
Outstanding December 31, 2013	80034-03 NONE	XXXXXXXXXX	
2014 Bond Maturities - Term Bonds	80034-04 NONE	NONE	
2014 Interest on Bonds *	80034-05 NONE	NONE	
<b>TYPE I SCHOOL SERIAL BOND</b>			
Outstanding January 1, 2013	80034-06 XXXXXXXXXX		
Issued	80034-07 XXXXXXXXXX		
Paid	80034-08 XXXXXXXXXX		
Outstanding December 31, 2013	80034-09 NONE	XXXXXXXXXX	
2014 Interest on Bonds *	80034-10 NONE	NONE	
2014 Bond Maturities - Serial Bonds	80034-11 NONE	80034-11	
Total "Interest on Bonds - Type I School Debt Service" (*Items)	80034-12 NONE	80034-12	

## LIST OF BONDS ISSUED DURING 2013

Purpose	2014 Maturity -01	Amount Issued -02	Date of Issue	Interest Rate
Total	80035- -	\$ -		

### 2014 INTEREST REQUIREMENT - CURRENT FUND DEBT ONLY

	Outstanding Dec. 31, 2013	2014 Interest Requirement
1. Emergency Notes	80036- \$ _____	\$ _____
2. Special Emergency Notes	80037- \$ _____	\$ _____
3. Tax Anticipation Notes	80038- \$ 3,500,000	\$ 29,167
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, 2013	Date of Maturity	Rate of Interest	2014 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	4/23/14	1.3750%		7,837.50	4/23/14
2. 2013-17 Acquisition of Propertyon Homberger Ave for Open Space Purposes	760,000.00	12/19/2013	760,000.00	4/23/14	1.5000%		3,942.50	4/23/14
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
<b>Total</b>	<b>\$ 1,330,000.00</b>							
			<b>\$ 1,330,000.00</b>					

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 I School Notes should be separately listed and totaled.

Memo: Refunding Bond Anticipation 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 2011 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2014 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)

80051-01      80051-02



## DEBT SERVICE SCHEDULE FOR ASSESSMENT NOTES

1.	2.	3.	4.	5.	6.	7.	8.	9.	10.	11.	12.	13.	14.	Total	Title or Purpose of Issue	Original Amount Issued	Date of Original Issue*	Amount of Note Outstanding Dec. 31, 2013	Date of Maturity	Rate of Interest	2014 Budget Requirement	For Principal	For Interest **	Interest Computed to (Insert Date)		
																For Interest **										

MEMO: \*See Sheet 33 for clarification of "Original Date of Issue" 80051-01 80051-02

Assessment Notes with an original date of issue of December 31, 2011 or prior must be appropriated in full in the 2014 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**

1	2	3	4	5	6	7	8	9	10	11	12	13.	Total	2014 Budget Requirement		
														Purpose	Amount of Obligation Outstanding Dec. 31, 2013	For Principal

(Do not crowd - add additional sheets)

# SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (GENERAL CAPITAL FUND)

IMPROVEMENTS		2013		2013		2013		2013			
Specify each authorization by purpose. Do not merely designate by a code number.		Balance - January 1, 2013		Authorizations		Expended		Authorizations			
		Funded	Unfunded					Canceled	Funded	Unfunded	
<b>General Improvements:</b>											
Construction of Senior/Community Center (2003-29/2008-06)		70,558.10	48.00			19,555.00			51,003.10	48.00	
Various Road Improvements (2009-09)		120,484.20							120,484.20		
Installation of Bikeway Path on Old York Rd (2010-04)		130,782.75	81,478.52					11,165.87	111,095.40	90,000.00	
2010 Road Program (2010-05)		159,061.57	404,000.00							404,000.00	
Acquisition of Tahoes for Police Dept (2010-18)		137,989.35							137,989.35	-	
Various Capital Improvements (2011-03)		-	282,488.37							276,756.94	
Improvements to Recreational Fields (2012-05)		-	182,547.97							153,880.27	
Improvements to Streets & Roads & Related Expenses (2012-08)		20,715.80									
Acquisition of Property Adjacent to Mather Park (2012-12)		-	163,052.72							163,072.72	
Acquisition of Tahoes for Police Dept (2012-28)		47,146.89							1,204.82	-	
Acq. & Install. of Computer Software for Fin. Dept. (2012-29)		213.62							213.62	-	
Acquisition of Street Sweeper (2013-05)						250,000.00					
Improvements to Streets & Roads (2013-09)						50,000.00			5,740.42	44,259.58	
2013/2014 Road Program (2013-12)						800,000.00			42,637.25	757,362.75	
Repair & Reconstruction of the Boulevard (2013-13)						350,000.00			18,091.47	331,908.53	
<b>Total</b>		<b>\$ 686,952.28</b>	<b>\$ 1,268,615.58</b>	<b>\$ 1,450,000.00</b>	<b>\$ -</b>	<b>\$ 431,630.38</b>	<b>\$ 11,165.87</b>	<b>\$ 625,311.64</b>	<b>\$ 2,337,459.97</b>		

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

**SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (GENERAL CAPITAL FUND)**

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2013		2013 Authorizations	Expended	Canceled Authorizations	Balance - December 31, 2013	
	Funded	Unfunded				Funded	Unfunded
Acq of Property on the Route 130 Corridor (2013-16)		937,000.00	13,013.52				923,986.48
Acq of Property on Hornberger Ave for Open Space (2013-17)		800,000.00	10,563.98			29,436.02	760,000.00
Construction of Veterans's Park Parking Lot (2013-21)		160,000.00	292.32			7,707.68	152,000.00
<b>Total</b>	\$ 686,952.28	\$ 1,268,615.58	\$ 3,347,000.00	\$ -	\$ 11,165.87	\$ 662,455.34	\$ 4,173,446.45

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

# GENERAL CAPITAL FUND

## SCHEDULE OF CAPITAL IMPROVEMENT FUND

	Debit	Credit
Balance January 1, 2013	XXXXXXXXXX	63,324.85
Received from 2013 Budget Appropriation *	XXXXXXXXXX	40,000.00
Improvement Authorizations Canceled	XXXXXXXXXX	
(financed in whole by the Capital Improvement Fund) 80031-03	XXXXXXXXXX	
List by Improvements - Direct Charges Made for Preliminary Costs:	XXXXXXXXXX	XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
Appropriated to Finance Improvement Authorizations	67,700.00	XXXXXXXXXX
Balance December 31, 2013	35,624.85	XXXXXXXXXX
	<b>\$ 103,324.85</b>	<b>\$ 103,324.85</b>

\* The full amount of the 2013 budget appropriation should be transferred to this account unless the balance of the appropriation is to be permitted to lapse.

# GENERAL CAPITAL FUND

## SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS

	Debit	Credit
Balance January 1, 2013	XXXXXXXXXX	
Received from 2013 Budget Appropriation *	XXXXXXXXXX	
Received from 2013 Emergency Appropriation *	XXXXXXXXXX	
Appropriated to Finance Improvement Authorizations		XXXXXXXXXX
Balance December 31, 2013	-	XXXXXXXXXX
	<b>NONE</b>	<b>NONE</b>

\*The full amount of the 2013 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.

## CAPITAL IMPROVEMENTS AUTHORIZED IN 2013 AND DOWN PAYMENTS (N.J.S. 40A:2-11)

### GENERAL CAPITAL FUND ONLY

Purpose	Amount Appropriated	Total Obligations Authorized	Down Payment Provided by Ordinance	Amount of Down Payment in Budget of 2013 or Prior Years
2013-05 Acquisition of Street Sweeper	250,000.00	237,500.00	12,500.00	12,500.00
2013-09 Improvements to Street and Roads	50,000.00	-	-	-
2013-12 2013/2014 Road Program	800,000.00	760,000.00	40,000.00	40,000.00
2013-13 Repair & Reconstruction of the Boulevard	350,000.00	342,800.00	7,200.00	7,200.00
2013-16 Acquisition of Property on the Route 130 Corridor	937,000.00	937,000.00	-	-
2013-17 Acq. Of Property on Hornberger Ave. for Open Space	800,000.00	760,000.00	-	-
2013-21 Construction of Veteran's Park Parking Lot	160,000.00	152,000.00	8,000.00	8,000.00
Total	\$ 3,347,000.00	\$ 3,189,300.00	\$ 67,700.00	\$ 67,700.00

NOTE - Where amount in column "Down Payment Provided by Ordinance" is LESS than 5% of amount in column "Total Obligations Authorized", explanation must be made part of or attached to this sheet.

# GENERAL CAPITAL FUND

## STATEMENT OF CAPITAL SURPLUS

YEAR - 2013

	Debit	Credit
Balance January 1, 2013	XXXXXXXXXX	395,467.21
Premium on Sale of Bonds	XXXXXXXXXX	1,304.91
Funded Improvement Authorizations Canceled	XXXXXXXXXX	
Appropriated to Finance Improvement Authorizations	50,000.00	XXXXXXXXXX
Appropriated to 2013 Budget Revenue		XXXXXXXXXX
Balance December 31, 2013	346,772.12	XXXXXXXXXX
	\$ 396,772.12	\$ 396,772.12

### BONDS ISSUED WITH A COVENANT OR COVENANTS

1. Amount of Serial Bonds Issued Under Provisions of Chapter 233, P.L. 1944, Chapter 268, P.L. 1944, Chapter 428, P.L. 1943 or Chapter 77, Article VI-A, P.L. 1945, with Covenant or Covenants; Outstanding December 31, 2013 \$ \_\_\_\_\_ N/A
2. Amount of Cash in Special Trust Fund as of December 31, 2013 (Note A) \$ \_\_\_\_\_
3. Amount of Bonds Issued Under Item 1 Maturing in 2014 \$ \_\_\_\_\_
4. Amount of Interest on Bonds with a Covenant - 2014 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 appropriation column.

**MUNICIPALITIES ONLY**  
**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)

- A.
1. Total Tax Levy for the Year 2013 was \$ 29,238,641.41
  2. Amount of Item 1 Collected in 2013 (\*) \$ 28,704,308.14
  3. Seventy (70) percent of Item 1 \$ 20,467,048.99

(\* ) Including prepayments and overpayments applied.

- B.
1. Did any maturities of bonded obligations or notes fall due during the year 2013?  
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**

- C. Does the appropriation required to be included in the 2014 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

- D.
1. Cash Deficit 2012 \$ NONE
  2. 4% of 2012 Tax Levy for all purposes:  
Levy - - \$ NONE = \$ NONE
  3. Cash Deficit 2013 \$ NONE
  4. 4% of 2013 Tax Levy for all purposes:  
Levy - - \$ NONE = \$ NONE

E.	<u>Unpaid</u>	<u>2012</u>	<u>2013</u>	<u>Total</u>
1. State Taxes	\$	-	\$	-
2. County Taxes	\$	-	\$	26,491.71
3. Amounts due Special Districts	\$	-	\$	-
4. Amounts due School Districts for Local School Tax	\$	-	\$	-



**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 2013, 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 AT DECEMBER 31, 2013

**OPERATING AND CAPITAL SECTIONS**

(Separately Stated)

Cash Liabilities Must Be Subtotaled and Subtotal Must Be Marked With "C"

Title of Account	Debit	Credit
<b>Water &amp; Sewer Operating Fund:</b>		
Cash	2,246,168.28	
Receivables With Full Reserves:		
Water & Sewer Rents Receivable	321,893.43	
Water & Sewer Liens Receivable	613.01	
Accrued Interest on Bonds and Notes		111,866.05
Appropriation Reserves		127,421.34
Reserve for Encumbrances		161,522.12
Accounts Payable		10.00
Reserve for Developer Contributions - Toll Bros.		81,575.00
Water & Sewer Overpayments		482,394.51 C
Reserve for Receivables		322,506.44
Fund Balance		1,763,773.77
<b>Total Water &amp; Sewer Operating Fund</b>	<b>\$ 2,568,674.72</b>	<b>\$ 2,568,674.72</b>

(Do not crowd - add additional sheets)

**POST CLOSING**

**TRIAL BALANCE - WATER & SEWER UTILITY FUND**

AS AT DECEMBER 31, 2013

**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 Capital Fund:</u></b>		
Estimated Proceeds of Bonds & Notes Authorized	450,000.00	XXXXXXXXXX
Bonds & Notes Authorized But Not Issued	XXXXXXXXXX	450,000.00
Cash	347,961.95	
Fixed Capital	35,715,115.96	
Fixed Capital Authorized & Uncompleted	450,000.00	
Serial Bonds Payable		7,617,000.00
NJEIT Loans Payable		592,470.75
Bond Anticipation Notes Payable		-
Improvement Authorizations- Funded		-
Improvement Authorizations- Unfunded		423,159.25
Reserve for Amortization		27,505,645.21
Deferred Reserve for Amortization		-
Capital Improvement Fund		121,140.62
Reserve for Encumbrances		77.22
Reserve for Construction of Water Storage Tank		3,000.00
Reserve for W&S Improvements - Developer Contributions (Hovnanian)		25,000.00
Fund Balance		225,584.86
<b>Total Water &amp; Sewer Capital Fund</b>	<b>\$ 36,963,077.91</b>	<b>\$ 36,963,077.91</b>

(Do not crowd - add additional sheets)





# SCHEDULE OF WATER & SEWER UTILITY BUDGET - 2013

## BUDGET REVENUES

Source	Budget	Received in Cash	Excess or Deficit*
Operating Surplus Anticipated 01	355,724.00	355,724.00	-
Operating Surplus Anticipated with Consent of Director of Local Govt. Services 02			-
Water & Sewer Rents	4,673,000.00	4,782,215.73	109,215.73
Miscellaneous	225,000.00	1,077,738.13	852,738.13
Reserve for Construction of Water Storage Tank	3,000.00	3,000.00	-
Assessment Trust Fund Surplus	148,941.00	148,941.00	-
Water & Sewer Capital Surplus	30,000.00	30,000.00	-
Added by N.J.S. 40A:4-87 (List)	XXXXXXX	XXXXXXX	XXXXXXX
Subtotal	5,435,665.00	6,397,618.86	961,953.86
Deficit (General Budget) **	\$ 5,435,665.00	\$ 6,397,618.86	\$ 961,953.86
_____ 08			

\*\* 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 59.

## STATEMENT OF BUDGET APPROPRIATIONS

Appropriations:	XXXXXXX
Adopted Budget	5,435,665.00
Added by N.J.S. 40A:4-87	
Emergency	
Total Appropriations	5,435,665.00
Add: Overexpenditures (See Footnote)	
Total Appropriations and Overexpenditures	5,435,665.00
Deduct Expenditures:	
Paid or Charged	5,285,438.47
Reserved	127,421.34
Surplus (General Budget) **	
Total Expenditures	5,412,859.81
Unexpended Balance Canceled (See Footnote)	\$ 22,805.19

**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 BALANCE CANCELED:**

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

# STATEMENT OF 2013 OPERATION WATER & SEWER UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2013 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:**

Revenue Realized:		XXXXXX
Budget Revenue (Not Including "Deficit (General Budget)")		
Miscellaneous Revenue Not Anticipated		
2012 Appropriation Reserves Canceled * (Excess Revenue Realized)		
Total Revenue Realized		-
Expenditures:		XXXXXX
Appropriations (Not Including "Surplus (General Budget)")		XXXXXX
Paid or Charged		
Reserved		
Expended Without Appropriation		
Cash Refund of Prior Year's Revenue		
Overexpenditure of Appropriation Reserves		
Total Expenditures		-
Less: Deferred Charges Included In Above "Total Expenditures"		
Total Expenditures - As Adjusted		-
Excess		
Budget Appropriation - Surplus (General Budget) **		-
Remainder = Balance of "Results of 2013 Operation" ("Excess in Operations" - Sheet 60)		
Deficit		
Anticipated Revenue - Deficit (General Budget) **		
Remainder = Balance of "Results of 2013 Operation" ("Operating Deficit - to Trial Balance" - Sheet 60)		\$

**SECTION 2:**

The following Item of "2012 Appropriation Reserves Canceled in 2013" Is Due to the Current Fund TO THE EXTENT OF the amount Received and Due from the General Budget of 2012 for an Anticipated Deficit in the  
Water & Sewer Utility for 2012:

2012 Appropriation Reserves Canceled in 2013	
Less: Anticipated Deficit in 2012 Budget - Amount Received and Due from Current Fund - If none, enter "None"	168,675.75
* Excess (Revenue Realized)	\$ 168,675.75

\*\*Items must be shown in same amounts on Sheet 58.

# RESULTS OF 2013 OPERATIONS WATER & SEWER UTILITY

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXX	961,953.86
Unexpended Balances of Appropriations	XXXXXXX	22,805.19
Miscellaneous Revenue Not Anticipated	XXXXXXX	
Unexpended Balances of 2012 Appropriation Reserves*	XXXXXXX	168,675.75
Refund of Overpayment	138.80	
Deficit in Anticipated Revenue		XXXXXXX
Operating Deficit - to Trial Balance	XXXXXXX	XXXXXXX
Excess in Operations - to Operating Surplus	1,153,296.00	XXXXXXX
* See <u>restriction</u> in amount on Sheet 59, SECTION 2	<b>\$ 1,153,434.80</b>	<b>\$ 1,153,434.80</b>

## OPERATING SURPLUS - WATER & SEWER UTILITY

	Debit	Credit
Balance January 1, 2013	XXXXXXX	966,201.77
Excess in Results of 2013 Operations	XXXXXXX	1,153,296.00
Amount Appropriated in 2013 Budget - Cash	355,724.00	XXXXXXX
Amount Appropriated in 2013 Budget with Prior Written Consent of Director of Local Government Services		XXXXXXX
Balance December 31, 2013	1,763,773.77	XXXXXXX
	<b>\$ 2,119,497.77</b>	<b>\$ 2,119,497.77</b>

## ANALYSIS OF BALANCE DECEMBER 31, 2013 (FROM WATER & SEWER UTILITY - TRIAL BALANCE)

Cash		2,246,168.28
Investments		
Interfund Accounts Receivable		-
Subtotal		2,246,168.28
Deduct Cash Liabilities Marked with "C" on Trial Balance		482,394.51
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		1,763,773.77
*Other Assets Pledged to Operating Surplus		
Deferred Charges #		
Operating Deficit #	-	
Total Other Assets		-
# MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2014 BUDGET		<b>\$ 1,763,773.77</b>

\* In the case of a "Deficit in Operating Surplus Cash", "Other Assets" would also be pledged to cash liabilities



# SCHEDULE OF WATER & SEWER UTILITY ACCOUNTS RECEIVABLE

Balance December 31, 2012	\$	<u>347,090.81</u>
Increased by:		
Water & Sewer Rents Levied	\$	<u>4,773,332.20</u>
Decreased by:		
Collections	\$	<u>4,782,215.73</u>
Overpayments applied	\$	<u>-</u>
Transfer to Water & Sewer Liens	\$	<u>-</u>
Other-Cancelled	\$	<u>16,313.85</u>
Balance December 31, 2012	\$	<u>4,798,529.58</u>
Balance December 31, 2012	\$	<u><u>321,893.43</u></u>

## SCHEDULE OF WATER & SEWER LIENS

Balance December 31, 2012	\$	<u>613.01</u>
Increased by:		
Transfers from Accounts Receivable	\$	<u>-</u>
Penalties and Costs	\$	<u>-</u>
Other	\$	<u>-</u>
Decreased by:	\$	<u>-</u>
Collections	\$	<u>-</u>
Other	\$	<u>-</u>
Balance December 31, 2013	\$	<u><u>613.01</u></u>

# DEFERRED CHARGES

## - MANDATORY CHARGES ONLY -

# WATER & SEWER 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, 2012 per Audit Report	Amount in 2013 Budget	Amount Resulting from 2013	Balance as at Dec. 31, 2013
1.	Emergency Authorization - *	\$ _____	\$ _____	\$ _____	\$ _____
2.	Overexpenditure of Appropriations	\$ _____	\$ _____	\$ _____	\$ _____
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.	_____	_____	\$ _____
2.	_____	_____	\$ _____
3.	_____	NONE	\$ _____
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 Year 2014
1.	_____	_____	_____	\$ _____	\$ _____
2.	_____	_____	_____	\$ _____	\$ _____
3.	_____	NONE	_____	\$ _____	\$ _____
4.	_____	_____	_____	\$ _____	\$ _____

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2014 DEBT SERVICE FOR BONDS  
WATER & SEWER UTILITY ASSESSMENT BONDS**

	Debit	Credit	2014 Debt Service
Outstanding January 1, 2013	XXXXXXX	646,000.00	
Issued	XXXXXXX		
Paid	55,000.00	XXXXXXX	
Outstanding December 31, 2013	591,000.00	XXXXXXX	
	\$ 646,000.00	\$ 646,000.00	
2014 Bond Maturities - Assessment Bonds			
2014 Interest on Bonds *		\$ 16,721.26	\$ 55,000.00

**WATER & SEWER UTILITY CAPITAL BONDS**

Outstanding January 1, 2013	XXXXXXX	8,974,000.00	
Issued	XXXXXXX	1,310,000.00	
Paid	2,667,000.00	XXXXXXX	
Outstanding December 31, 2013	7,617,000.00	XXXXXXX	
	\$ 10,284,000.00	\$ 10,284,000.00	
2014 Bond Maturities - Capital Bonds			
2014 Interest on Bonds *		\$ 308,267.52	\$ 1,220,000.00

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

2014 Interest on Bonds (*Items)	\$ 324,988.78
Less: Interest Accrued to 12/31/2013 (Trial Balance)	111,866.05
Subtotal	\$ 213,122.73
Add: Interest to be Accrued as of 12/31/2014	92,872.30
Required Appropriation 2014	\$ 305,995.03

**LIST OF BONDS ISSUED DURING 2013**

Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate
<b>Water &amp; Sewer Utility Refunding Bonds</b>				
	110,000.00	1,310,000.00	3/11/13	Various
<b>Totals</b>	<b>\$ 110,000.00</b>	<b>\$ 1,310,000.00</b>		

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2014 DEBT SERVICE FOR LOANS**

WATER & SEWER   NJEIT   UTILITY LOANS

	Debit	Credit	2014 Debt Service
Outstanding January 1, 2013	XXXXXXX	969,691.62	
Issued	XXXXXXX		
Paid	377,220.87	XXXXXXX	
Outstanding December 31, 2013	592,470.75	XXXXXXX	
	\$ 969,691.62	\$ 969,691.62	
2014 Loan Maturities			\$ 360,367.38
2014 Interest on Loans *		\$ -	

**WATER & SEWER UTILITY LOAN**

Outstanding January 1, 2013	XXXXXXX		
Issued	XXXXXXX		
Paid		XXXXXXX	
Outstanding December 31, 2013		XXXXXXX	
	NONE	NONE	
2014 Loan Maturities			NONE
2014 Interest on Loans *		NONE	

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

2014 Interest on Loans (*Items)	\$ -
Less: Interest Accrued to 12/31/2013 (Trial Balance)	
Subtotal	\$ -
Add: Interest to be Accrued as of 12/31/2014	
Required Appropriation 2014	\$ -

**LIST OF LOANS ISSUED DURING 2013**

Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate
NONE				
<b>Totals</b>	\$ -	\$ -		

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

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2013	Date of Maturity	Rate of Interest	2014 Budget Requirement		Interest Computed To (Insert Date)
						For Principal	For Interest **	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
<b>Totals</b>	\$ -		\$ -			\$ -	\$ -	

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 2011 or prior require one legal payable installment to be budgeted if it is contemplated that such notes will be renewed in 2014 or written intent of permanent financing submitted.

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

column.

<b>INTEREST ON NOTES - WATER &amp; SEWER UTILITY BUDGET</b>	
2013 Interest on Notes	\$ -
Less: Interest Accrued to 12/31/2013 (Trial Balance)	
Subtotal	\$ -
Add: Interest to be Accrued as of 12/31/2014	
Required Appropriation - 2014	\$ -

(Do not crowd - add additional sheets)

# DEBT SERVICE SCHEDULE FOR UTILITY ASSESSMENT NOTES

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2013	Date of Maturity	Rate of Interest	2014 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.								
<b>Total</b>	\$ -		\$ -			\$ -	\$ -	

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

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

Utility Assessment Notes with an original date of issue of December 31, 2011 or prior must be appropriated in full in the 2014 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 Obligation Outstanding Dec. 31, 2013	80051-01 For Principal	80051-02 For Interest/Fees
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
	Total	\$ -	\$ -	\$ -

# SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (UTILITY CAPITAL FUND)

IMPROVEMENTS		Balance - January 1, 2013		2013	Balance - December 31, 2013		
Specify each authorization by purpose. Do not merely designate by a code number.		Funded	Unfunded	Authorizations	Expended	Authorized	Canceled
2013-15 Rehabilitation of Cedar Lane Water Tower				450,000.00	26,840.75	423,159.25	
<b>Total</b>		\$ -	\$ -	\$ 450,000.00	\$ 26,840.75	\$ 423,159.25	\$ -

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



# WATER & SEWER UTILITY CAPITAL FUND

## SCHEDULE OF CAPITAL IMPROVEMENT FUND

	Debit	Credit
Balance January 1, 2013	XXXXXXX	121,140.62
Received from 2013 Budget Appropriation *	XXXXXXX	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	XXXXXXX	
List by Improvements - Direct Charges Made for Preliminary Costs:	XXXXXXX	XXXXXXX
		XXXXXXX
		XXXXXXX
		XXXXXXX
		XXXXXXX
		XXXXXXX
		XXXXXXX
		XXXXXXX
		XXXXXXX
Appropriated to Finance Improvement Authorizations		XXXXXXX
		XXXXXXX
Balance December 31, 2013	121,140.62	XXXXXXX
	<b>\$ 121,140.62</b>	<b>\$ 121,140.62</b>

# WATER & SEWER UTILITY CAPITAL FUND

## SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS

	Debit	Credit
Balance January 1, 2013	XXXXXXX	
Received from 2013 Budget Appropriation *	XXXXXXX	
Received from 2013 Emergency Appropriation *	XXXXXXX	
Appropriated to Finance Improvement Authorizations		XXXXXXX
		XXXXXXX
Balance December 31, 2013		XXXXXXX
	<b>NONE</b>	<b>NONE</b>

\*The full amount of the 2013 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.



# INSTRUCTIONS IN PREPARATION OF ANNUAL FINANCIAL STATEMENT OF 2013

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 2013 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 2013
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 2013
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.	2013 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 2013; Utility Capital Surplus