

**ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2012  
(UNAUDITED)**

POPULATION LAST CENSUS 14,756  
NET VALUATION TAXABLE 2012 729,346,387  
MUNICODE 2002

**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 CLARK, County of UNION

**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 CHIEF FINANCIAL OFFICER

(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, TERANCE O'NEILL, am the Chief Financial Officer, License O-0487 of the TOWNSHIP of CLARK, County of UNION 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 CHIEF FINANCIAL OFFICER  
Address 430 Westfield Ave., Clark, NJ  
Phone Number 732-388-3194  
Fax Number 732-388-0581

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 CLARK 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 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 2012 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:

**NOT APPLICABLE**

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

\_\_\_\_\_  
(Firm Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Phone Number)

\_\_\_\_\_  
(Fax Number)

Certified by me

this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

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

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The undersigned *certifies* that the municipality has complied 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: Mike Khoda

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

Certificate #: 5189

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. The 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 an appropriation or levy "CAP" Waiver.
10. The municipality will not apply for Extraordinary Aid for 2013.

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 CLARK

Chief Financial Officer: TERANCE O'NEILL

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

Certificate #: 0-0487

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

**CERTIFICATION OF NON-QUALIFYING MUNICIPALITY**

The undersigned certifies that this municipality does not meet items(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: \_\_\_\_\_

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

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

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

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

22-6001721

Fed I.D. #

TOWNSHIP of CLARK

Municipality

UNION

County

## Report of Federal and State Financial Assistance

### Expenditure of Awards

Fiscal Year Ending: 12/31/2012

	(1) Federal Programs Expended (administered by the State)	(2) State Programs Expended	(3) Other Federal Programs Expended
TOTAL	<u>\$ -</u>	<u>\$ 260,434.00</u>	<u>\$ -</u>

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

Single Audit

Program Specific Audit

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 federal government or indirectly from entities other than state government.

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

\_\_\_\_\_  
Date

**IMPORTANT!**  
**READ INSTRUCTIONS**

**INSTRUCTION**

The following certification is to be used ONLY in the event there is NO municipally 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                     \$728,728,109                    

\_\_\_\_\_  
SIGNATURE OF TAX ASSESSOR

\_\_\_\_\_  
**TOWNSHIP of CLARK**  
MUNICIPALITY

\_\_\_\_\_  
**UNION**  
COUNTY













# MUNICIPAL PUBLIC DEFENDER CERTIFICATION

Public Law 1998, C. 256

Municipal Public Defender Expended Prior Year 2011.....	(1)	13,397.00	
	x	<u>3,349.25</u>	25%
	(2)	16,746.25	
 Municipal Public Defender Trust Cash Balance December 31, 2012.....	 (3)	 14,690.10	

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, NJ 08625)

Amount in excess of the amount expended:  $3 - (1 + 2) =$  ..... N/A

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: **TERANCE O'NEILL**

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

Certificate #: **O-0487**

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

### Schedule of Trust Fund Reserves

<u>Purpose</u>	Amount Dec. 31, 2011 per Audit Report	<u>Receipts</u>	<u>Disbursements</u>	Balance as at <u>Dec. 31, 2012</u>
1. <u>Police Outside Services</u>	\$ 162,266.23	\$ 120,773.41	\$ 251,023.19	\$ 32,016.45
2. <u>Uniform Fire Safety Act</u>	1,163.10	39,635.00	34,983.09	5,815.01
3. <u>Developers Escrow</u>	58,055.04	18,750.00	6,500.00	70,305.04
4. <u>Police Donations</u>	10,852.63	4,771.40	4,202.89	11,421.14
5. <u>Public Events - Donations</u>	35,128.25	43,995.00	51,880.63	27,242.62
6. <u>Recreation Trust</u>	56,206.32	133,556.50	134,706.54	55,056.28
7. <u>Library Trust</u>	5,920.42	3,795.00	-	9,715.42
8. <u>Reserve for LOSAP</u>	31,969.81	60,000.00	65,848.00	26,121.81
9. <u>Reserve for Insurance</u>	11,738.54	31,604.90	40,329.20	3,014.24
10. <u>Public Defender</u>	6,690.60	9,274.50	1,275.00	14,690.10
11. <u>Court POAA</u>	681.00	76.00	-	757.00
12. <u>Reserve for Bids</u>	35,157.00	-	-	35,157.00
13. <u>Reserve for Tax Sale Prem</u>	222,776.47	708,254.64	716,856.12	214,174.99
14. <u>Compensated Absenses</u>	176,470.97	50,000.00	-	226,470.97
15. <u>Forfeited Funds</u>	-	5,531.43	5,531.43	-
16. <b><u>SUBTOTAL</u></b>	<b>815,076.38</b>	<b>1,230,017.78</b>	<b>1,313,136.09</b>	<b>731,958.07</b>
17. _____				
18. _____				
19. _____				
20. <u>Forfeited Funds</u>	3,068.07	3,953.50	5,520.86	1,500.71
21. <u>Housing Trust</u>	1.00	-	-	1.00
22. <u>Developers Escrow</u>	373,031.38	550,810.37	373,282.40	550,559.35
23. <u>Unemployment</u>	78,854.01	6,400.00	20,989.66	64,264.35
24. <u>Insurance</u>	102,418.86	62,556.14	123,379.53	41,595.47
25. <u>Payroll</u>	4,841.28	5,027,778.74	5,027,937.47	4,682.55
26. <u>Agency</u>	186,040.11	1,374,124.51	1,293,503.03	266,661.59
27. _____	-	-	-	-
28. _____	-	-	-	-
29. _____				
30. _____				
<b>Totals:</b>	<b>\$ 1,563,331.09</b>	<b>\$ 8,255,641.04</b>	<b>\$ 8,157,749.04</b>	<b>\$ 1,661,223.09</b>

## ANALYSIS OF TRUST ASSESSMENT 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					
Assessment Serial Bond Issues:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
Assessment Bond Anticipation Note Issues:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
Other Liabilities								
Trust Surplus								
*Less Assets "Unfinanced"	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
	-	-	-	-	-	-	-	-

Sheet 7  
NOT APPLICABLE

\*Show as red figure



## CASH RECONCILIATION DECEMBER 31, 2012

	Cash		Less Checks Outstanding	Cash Book Balance
	*On Hand	On Deposit		
Current	62,055.23	3,626,985.74	83,594.02	3,605,446.95
Trust - Assessment	-	-	-	-
Trust - Dog License	-	15,823.73	600.00	15,223.73
Trust - Other	750.00	1,737,932.78	77,459.69	1,661,223.09
Capital - General	-	930,183.09	-	930,183.09
Water - Operating	-	-	-	-
Water - Capital	-	-	-	-
_____Utility - Assessment Trust	-	-	-	-
Public Assistance **	-	-	-	-
Garbage District	-	-	-	-
Grant Fund	-	55,274.35	-	55,274.35
				-
Swim Pool Operating	-	33,198.41	360.00	32,838.41
Swim Pool Capital	-	12,261.83	-	12,261.83
		-		-
Sewer Operating	1,429.08	1,791,599.28	145.99	1,792,882.37
Sewer Capital	-	52,868.00	-	52,868.00
				-
				-
				-
				-
				-
				-
				-
<b>Total</b>	<b>64,234.31</b>	<b>8,256,127.21</b>	<b>162,159.70</b>	<b>8,158,201.82</b>

\* Include Deposits In Transit

\*\* Be sure to include a Public Assistance Account Reconciliation and trial balance if the municipality maintains such a bank account.

### **REQUIRED CERTIFICATION**

I hereby certify that all amounts shown in the "Cash on Deposit" column on Sheet 9 and 9(a) have been verified with the applicable bank statements, certificates, agreements or passbooks at December 31, 2012.

I also certify that all amounts, if any, shown for Investments in Savings and Loan Associations on any trial balance have been verified with the applicable passbooks at December 31, 2012.

All "Certificates of Deposit", "Repurchase Agreements" and other investments must be reported as cash and included in this certification.

(THIS MUST BE SIGNED BY THE REGISTERED MUNICIPAL ACCOUNTANT (STATUTORY AUDITOR) OR CHIEF FINANCIAL OFFICER) depending on who prepared this Annual Financial Statement as certified to on Sheet 1 or 1(a).

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

Title CFO

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

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

<b>CURRENT FUND</b>		
Columbia Savings Bank	24801252	3,542,664.88
Commerce	7858288843	84,320.86
		<b>3,626,985.74</b>
<b>CAPITAL FUND</b>		
Columbia Savings Bank	5024801137	930,183.09
<b>SWIM POOL UTILITY FUND</b>		
Commerce	7858288835	45,460.24
<b>SEWER UTILITY FUND</b>		
Commerce	7862230054	1,844,467.28
<b>GRANT FUND</b>		
Columbia Savings Bank	24801252	55,274.35

Note: Sections N.J.S. 40A:4-61, 40A:4-62 and 40A:4-63 of the Local Budget Law require that separate bank accounts be maintained for each allocated fund.









## SCHEDULE OF UNAPPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Grant	Balance Jan. 1, 2012	Transferred to 2012 Budget Appropriations			Received			Balance Dec. 31, 2012
		Budget	Appropriation By 40A: 4-87					
Recycling Tonnage Grant	-	-	-		14,338.06			14,338.06
Body Armor	3,908.30	3,908.30	-		4,002.63			4,002.63
Drunk Driving	4,041.89	4,041.89			2,816.59			2,816.59
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
<b>Totals</b>	7,950.19	7,950.19	-		21,157.28	-		21,157.28

## \*LOCAL DISTRICT SCHOOL TAX

	Debit	Credit
Balance January 1, 2012		XXXXXXXX
School Tax Payable # 85001-00	XXXXXXXX	-
School Tax Deferred (Not in excess of 50% of Levy - 2011-2012) 85002-00	XXXXXXXX	-
Levy School Year July 1, 2012 - June 30, 2013	XXXXXXXX	-
Levy Calendar Year 2012	XXXXXXXX	28,895,203.00
Paid	28,895,203.00	XXXXXXXX
Balance December 31, 2012	XXXXXXXX	XXXXXXXX
School Tax Payable # 85003-00	-	XXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2012-2013) 85004-00	-	XXXXXXXX
	28,895,203.00	28,895,203.00

\* Not including Type 1 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, 2012 85045-00	XXXXXXXX	
2012 Levy 81105-00	XXXXXXXX	
Interest Earned	XXXXXXXX	
Expended		XXXXXXXX
Balance December 31, 2012 85046-00		XXXXXXXX
	-	-



## COUNTY TAXES PAYABLE

	Debit	Credit
Balance January 1, 2012	XXXXXXXX	XXXXXXXX
County Taxes 80003-01	XXXXXXXX	-
Due County for Added and Omitted Taxes 80003-02	XXXXXXXX	34,621.33
2012 Levy:	XXXXXXXX	XXXXXXXX
General County 80003-03	XXXXXXXX	11,328,999.07
County Library 80003-04	XXXXXXXX	-
County Health	XXXXXXXX	-
County Open Space Preservation	XXXXXXXX	383,270.52
Due County for Added and Omitted Taxes 80003-05	XXXXXXXX	17,218.83
Paid	11,764,109.75	XXXXXXXX
Balance December 31, 2012	XXXXXXXX	XXXXXXXX
County Taxes	-	XXXXXXXX
Due County for Added & Omitted Taxes	-	XXXXXXXX
	11,764,109.75	11,764,109.75

## SPECIAL DISTRICT TAXES

	Debit	Credit
Balance January 1, 2012 80003-06	XXXXXXXX	-
2012 Levy: (List Each Type of District Tax Separately - see Footnote)	XXXXXXXX	XXXXXXXX
Fire - 81108-00 -	XXXXXXXX	XXXXXXXX
Sewer - 81111-00 -	XXXXXXXX	XXXXXXXX
Water - 81112-00 -	XXXXXXXX	XXXXXXXX
Garbage - 81109-00 -	XXXXXXXX	XXXXXXXX
	XXXXXXXX	XXXXXXXX
	XXXXXXXX	XXXXXXXX
	XXXXXXXX	XXXXXXXX
Total 2012 Levy 80003-07	XXXXXXXX	-
Paid 80003-08	-	XXXXXXXX
Balance December 31, 2012 80003-09	-	XXXXXXXX
	-	-

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	-	
		-	-

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

		Debit	Credit
Balance January 1, 2012	80004-03	XXXXXXXXXX	
State Library Aid Received in 2012	80004-04	XXXXXXXXXX	
Expended	80004-11		XXXXXXXXXX
Balance December 31, 2012	80004-12	-	
		-	-

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

		Debit	Credit
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	-	
		-	-

### RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

		Debit	Credit
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	-	
		-	-

## STATEMENT OF GENERAL BUDGET REVENUES 2012

Source	Budget -01	Realized -02	Excess or Deficit* -03
Surplus Anticipated 80101-	1,400,000.00	1,400,000.00	-
Surplus Anticipated with Prior Written Consent of Director of Local Government 80102-			
Miscellaneous Revenue Anticipated:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Adopted Budget	3,472,793.12	3,595,260.83	122,467.71
Added by N.J.S. 40A:4-87: (List on 17a)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Per attached sheet	18,654.00	18,654.00	-
<b>Total Miscellaneous Revenue Anticipated 80103-</b>	<b>3,491,447.12</b>	<b>3,613,914.83</b>	<b>122,467.71</b>
Receipts from Delinquent Taxes 80104-	400,000.00	425,555.45	25,555.45
Amount to be Raised by Taxation:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
(a) Local Tax for Municipal Purposes 80105-	14,074,664.96	XXXXXXXXXX	XXXXXXXXXX
(b) Addition to Local District School Tax 80106-		XXXXXXXXXX	XXXXXXXXXX
(c) Minimum Library Tax	842,749.00	XXXXXXXXXX	XXXXXXXXXX
Total Amount to be Raised by Taxation 80107-	14,917,413.96	15,116,541.37	199,127.41
	<b>20,208,861.08</b>	<b>20,556,011.65</b>	<b>347,150.57</b>

## ALLOCATION OF CURRENT TAX COLLECTIONS

	Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22) 80108-00	XXXXXXXXXX	54,891,232.79
Amount to be Raised by Taxation	XXXXXXXXXX	XXXXXXXXXX
Local District School Tax 80109-00	28,895,203.00	XXXXXXXXXX
Regional School Tax 80119-00	-	XXXXXXXXXX
Regional High School Tax 80110-00	-	XXXXXXXXXX
County Taxes 80111-00	11,712,269.59	XXXXXXXXXX
Due County for Added and Omitted Taxes 80112-00	17,218.83	XXXXXXXXXX
Special District Taxes 80113-00	-	XXXXXXXXXX
Municipal Open Space Tax 80120-00		
Reserve for Uncollected Taxes 80114-00	XXXXXXXXXX	850,000.00
Deficit in Required Collection of Current Taxes (or) 80115-00	XXXXXXXXXX	
Balance for Support of Municipal Budget (or) 80116-00	15,116,541.37	XXXXXXXXXX
*Excess Non-Budget Revenue (see footnote) 80117-00		XXXXXXXXXX
*Deficit Non-Budget Revenue (see footnote) 80118-00	XXXXXXXXXX	
	<b>55,741,232.79</b>	<b>55,741,232.79</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	20,190,207.08
2012 Budget - Added by N.J.S. 40A: 4-87	80012-02	18,654.00
Appropriated for 2012 (Budget Statement Item 9)	80012-03	20,208,861.08
Appropriated for 2012 by Emergency Appropriation (Budget Statement Item 9)	80012-04	180,000.00
<b>Total General Appropriations (Budget Statement Item 9)</b>	<b>80012-05</b>	<b>20,388,861.08</b>
Add: Overexpenditures (see footnote)	80012-06	-
<b>Total Appropriations and Overexpenditures</b>	<b>80012-07</b>	<b>20,388,861.08</b>
Deduct Expenditures:		
Paid or Charged [Budget Statement Item (L)]	80012-08	18,259,330.01
Paid or Charged - Reserve for Uncollected Taxes	80012-09	850,000.00
Reserved	80012-10	1,279,406.14
<b>Total Expenditures</b>	<b>80012-11</b>	<b>20,388,736.15</b>
Unexpended Balances Canceled (see footnote)	80012-12	124.93

**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. 40A: 4-46 (After adoption of Budget)		
N.J.S. 40A: 4-20 (Prior to adoption of Budget)		
<b>Total Authorizations</b>		
Deduct Expenditures:		
Paid or Charged		
Reserved		
<b>Total Expenditures</b>		

# RESULTS OF 2012 OPERATIONS

## CURRENT FUND

	Debit	Credit
Excess of anticipated Revenues:	XXXXXXXXXX	XXXXXXXXXX
Miscellaneous Revenues anticipated                      80013-01	XXXXXXXXXX	122,467.71
Delinquent Tax Collections                                      80013-02	XXXXXXXXXX	25,555.45
	XXXXXXXXXX	
Required Collection of Current Taxes                      80013-03	XXXXXXXXXX	199,127.41
Unexpended Balances of 2012 Budget Appropriations      80013-04	XXXXXXXXXX	124.93
Miscellaneous Revenue Not Anticipated                      81113-	XXXXXXXXXX	336,085.60
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 2011 Appropriation Reserves      80013-05	XXXXXXXXXX	928,385.26
Prior Years Interfunds Returned in 2012                      80013-06	XXXXXXXXXX	-
	XXXXXXXXXX	
	XXXXXXXXXX	XXXXXXXXXX
Deferred School Tax Revenue: (See School Taxes, Sheets 13 & 14)	XXXXXXXXXX	XXXXXXXXXX
Balance January 1, 2012                                      80013-07	-	XXXXXXXXXX
Balance December 31, 2012                                      80013-08	XXXXXXXXXX	-
Deficit in Anticipated Revenues:	XXXXXXXXXX	XXXXXXXXXX
Miscellaneous Revenues Anticipated                      80013-09	-	XXXXXXXXXX
Delinquent Tax Collections                                      80013-10	-	XXXXXXXXXX
	-	XXXXXXXXXX
Required Collection of Current Taxes                      80013-11	-	XXXXXXXXXX
Interfund Advances Originating in 2012                      80013-12	-	XXXXXXXXXX
Refund of Prior Year Revenue	85,804.85	XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
Deficit Balance - To Trial Balance (Sheet 3)                      80013-13	XXXXXXXXXX	-
Surplus Balance - To Surplus (Sheet 21)                      80013-14	1,525,941.51	XXXXXXXXXX
	1,611,746.36	1,611,746.36



**SURPLUS - CURRENT FUND  
YEAR 2012**

		Debit	Credit
1. Balance January 1, 2012	80014-01	XXXXXXXXXX	1,731,552.46
2.		XXXXXXXXXX	
3. Excess Resulting from 2012 Operations	80014-02	XXXXXXXXXX	1,525,941.51
4. Amount Appropriated in the 2012 Budget - Cash	80014-03	1,400,000.00	XXXXXXXXXX
5. Amount Appropriated in 2012 Budget - with Prior Written Consent of Director of Local Govt. Services	80014-04	-	XXXXXXXXXX
6.			XXXXXXXXXX
7. Balance December 31, 2012	80014-05	1,857,493.97	XXXXXXXXXX
		3,257,493.97	3,257,493.97

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

Cash	80014-06	3,605,446.95
Investments	80014-07	
Sub-Total		3,605,446.95
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08	1,927,952.98
Cash Surplus	80014-09	1,677,493.97
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	180,000.00
Cash Deficit #	80014-13	-
Total Other Assets	80014-14	180,000.00
	80014-15	1,857,493.97

\* 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 2012 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 - 2012 LEVY**

1. Amount of Levy as per Duplicate (Analysis) #	82101-00	<u>55,606,836.07</u>
or		
(Abstract of Ratables)	82113-00	<u>-</u>
2. Amount of Levy Special District Taxes	82102-00	<u>-</u>
3. Amount Levied for Omitted Taxes under N.J.S.A. 54:4-63.12 et seq.	82103-00	<u>-</u>
4. Amount Levied for Added Taxes under N.J.S.A. 54:4-63.1 et seq.	82104-00	<u>-</u>
5a. Subtotal 2012 Levy		<u>55,606,836.07</u>
5b. Reductions due to tax appeals **		<u>-</u>
5c. Total 2012 Tax Levy	82106-00	<u><u>55,606,836.07</u></u>
6. Transferred to Tax Title Liens	82107-00	<u>728.83</u>
7. Transferred to Foreclosed Property	82108-00	<u>-</u>
8. Remitted, Abated or Canceled	82109-00	<u>30,074.74</u>
9. Discount Allowed	82110-00	<u>-</u>
10. Collected in Cash: In 2011	82121-00	<u>305,797.64</u>
In 2012 *	82122-00	<u>54,455,216.66</u>
State's Share of 2012 Senior Citizens and Veterans Deductions Allowed	82123-00	<u>230,218.49</u>
R.E.A.P. Revenue	82124-00	<u>-</u>
Total to Line 14	82111-00	<u><u>54,991,232.79</u></u>
11. Total Credits		<u><u>55,022,036.36</u></u>
12. Amount Outstanding, December 31, 2012	83120-00	<u>584,799.71</u>
13. Percentage of Cash Collections to Total 2012 Levy, (Item 10 divided by Item 5c) is	82112-00	<u>98.89%</u>

**NOTE: If municipality conducted Accelerated Tax Sale or Tax Levy Sale check here  & complete Sheet 22a.**

14. <u>Calculation of Current Taxes Realized in Cash:</u>		
Total of Line 10		<u>54,991,232.79</u>
Less: Reserve for Tax Appeals Pending State Division of Tax Appeals		<u>100,000.00</u>
To Current Taxes Realized in Cash (Sheet 17)		<u><u>54,891,232.79</u></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 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 2012

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) . . . . .	\$	_____ -
<i>LESS</i> : Proceeds from Accelerated Tax Sale . . . . .		_____
<b>NET Cash Collected</b> . . . . .	\$	_____ N/A
Line 5c (sheet 22) Total 2012 Tax Levy . . . . .	\$	_____ N/A
Percentage of Collection Excluding Accelerated Tax Sale Proceeds (Net Cash Collected divided by Item 5c) is . . . . .		_____ N/A

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### (2) Utilizing Tax Levy Sale

Total of Line 10 Collected in Cash (sheet 22) . . . . .	\$	_____
<i>LESS</i> : Proceeds from Tax Levy Sale (excluding premium) . . . . .		_____
<b>NET Cash Collected</b> . . . . .	\$	_____ -
Line 5c (sheet 22) Total 2012 Tax Levy . . . . .	\$	_____
Percentage of Collection Excluding Tax Levy Sale Proceeds (Net Cash Collected divided by Item 5c) is . . . . .		_____

NOT APPLICABLE

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

	Debit	Credit
1. Balance January 1, 2012	XXXXXXXXXX	XXXXXXXXXX
Due From State of New Jersey	174.65	XXXXXXXXXX
Due To State of New Jersey	XXXXXXXXXX	-
2. Sr. Citizens Deductions Per Tax Billings	39,000.00	XXXXXXXXXX
3. Veterans Deductions Per Tax Billings	193,750.00	XXXXXXXXXX
4. Sr. Citizens Deductions Allowed By Tax Collector		XXXXXXXXXX
5. Veterans Deductions Allowed		
6.		
7. Sr. Citizens Deductions Disallowed By Tax Collector	XXXXXXXXXX	2,531.51
8. Sr. Citizens Deductions Disallowed By Tax Collector 2011 Taxes	XXXXXXXXXX	3,250.00
9. Received in Cash from State	XXXXXXXXXX	228,366.43
10.		
11.		
12. Balance December 31, 2012	XXXXXXXXXX	XXXXXXXXXX
Due From State of New Jersey	XXXXXXXXXX	-
Due To State of New Jersey	1,223.29	XXXXXXXXXX
	234,147.94	234,147.94

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

Line 2	39,000.00	
Line 3	193,750.00	
Line 4	-	
Line 5	-	
Sub-Total	232,750.00	
Less: Line 7	2,531.51	
To Item 10, Sheet 22	230,218.49	

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

		Debit	Credit
Balance January 1, 2012		XXXXXXXXXX	100,000.00
Taxes Pending Appeals	100,000.00	XXXXXXXXXX	XXXXXXXXXX
Interest Earned on Taxes Pending Appeals	-	XXXXXXXXXX	XXXXXXXXXX
Contested Amount of 2012 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)		XXXXXXXXXX	100,000.00
Interest Earned on Taxes Pending State Appeals		XXXXXXXXXX	
Cash Paid to Appellants (Including 5% Interest from Date of Payment)		100,000.00	XXXXXXXXXX
Closed to Results of Operations (Portion of Appeal won by Municipality, including Interest)		-	XXXXXXXXXX
Balance December 31, 2012		100,000.00	XXXXXXXXXX
Taxes Pending Appeals*	100,000.00	XXXXXXXXXX	XXXXXXXXXX
Interest Earned on Taxes Pending Appeals	-	XXXXXXXXXX	XXXXXXXXXX
		200,000.00	200,000.00

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

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

T-0565  
License #

\_\_\_\_\_  
Date

# 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 \_\_\_\_\_ %  
 $[(2013 \text{ Estimated Total Levy} - 2012 \text{ Total Levy}) / 2012 \text{ Total Levy}]$
- D. Reserve for Uncollected Taxes Exclusion Amount** \$ \_\_\_\_\_  
 [(B x C) + B]
- E. Net Reserve for Uncollected Taxes**  
**Appropriation in Current Budget** \$ \_\_\_\_\_  
 (A - D)

**2013 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) \$ \_\_\_\_\_

NOT APPLICABLE

## SCHEDULE OF DELINQUENT TAXES AND TAX TITLE LIENS

			Debit	Credit
1. Balance January 1, 2012			436,890.27	XXXXXXXXXX
A. Taxes	83102-00	421,025.74	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83103-00	15,864.53	XXXXXXXXXX	XXXXXXXXXX
2. Canceled:			XXXXXXXXXX	XXXXXXXXXX
A. Taxes	83105-00		XXXXXXXXXX	-
B. Tax Title Liens	83106-00		XXXXXXXXXX	-
3. Transferred to Foreclosed Tax Title Liens:			XXXXXXXXXX	XXXXXXXXXX
A. Taxes	83108-00		XXXXXXXXXX	-
B. Tax Title Liens	83109-00		XXXXXXXXXX	-
4. Added Taxes	83110-00		4,529.71	XXXXXXXXXX
5. Added Tax Title Liens	83111-00		-	XXXXXXXXXX
6. Adjustment between Taxes (Other than current year) and Tax Title Liens:			XXXXXXXXXX	XXXXXXXXXX
A. Taxes - Transfers to Tax Title Liens	83104-00		XXXXXXXXXX	-
B. Tax Title Liens - Transfers from Taxes	83107-00		-	XXXXXXXXXX
7. Balance Before Cash Payments			XXXXXXXXXX	441,419.98
8. Totals			441,419.98	441,419.98
9. Balance Brought Down			441,419.98	XXXXXXXXXX
10 Collected:			XXXXXXXXXX	425,555.45
A. Taxes	83116-00	425,555.45	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83117-00	-	XXXXXXXXXX	XXXXXXXXXX
11. Interest and Costs - 2012 Tax Sale			-	XXXXXXXXXX
12. 2012 Taxes Transferred to Liens			728.83	XXXXXXXXXX
13. 2012 Taxes			584,799.71	XXXXXXXXXX
14. Balance December 31, 2012			XXXXXXXXXX	601,393.07
A. Taxes	83121-00	584,799.71	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83122-00	16,593.36	XXXXXXXXXX	XXXXXXXXXX
15. Totals			1,026,948.52	1,026,948.52

16. Percentage of Cash Collections to Adjusted Amount Outstanding

(Item No. 10 divided by Item No. 9) is 96.40%

17. Item No. 14 multiplied by percentage shown above is  
and represents the maximum amount that may be anticipated in 2013.

579,742.92

83125-00

(See Note A on Sheet 22 - Current Taxes)

(1) These amounts will always be the same.

**SCHEDULE OF FORECLOSED PROPERTY  
(PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION)**

		Debit	Credit
1. Balance January 1, 2012	84101-00		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	-
		-	-

**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	
		-	-

**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	
		-	-

Analysis of Sale of Property:

\*Total Cash Collected in 2012                       
(84125-00)

Realized in 2012 Budget                     

To Results of Operation (Sheet 19)                     

NOT  
APPLICABLE

**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, 2011 per Audit <u>Report</u>	Amount 2012 <u>Budget</u>	Amount Resulting from 2012	Balance as at <u>Dec. 31, 2012</u>
1. Emergency Authorization - Municipal*	-	-	180,000.00	180,000.00
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.	_____	_____	_____
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.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
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; MUNICIPAL CONSOLIDATION ACT; FLOOD OR HURRICANE DAMAGE.

Sheet 29

Date	Purpose	Amount Authorized	Not Less Than 1/5 of Amount Authorized*	Balance Dec. 31, 2011	REDUCED IN 2012		Balance Dec. 31, 2012
					By 2012 Budget	Canceled by Resolution	
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
<b>Totals</b>		-	-	-	-	-	-

80025-00                      80026-00

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.

\_\_\_\_\_  
**NOT APPLICABLE**  
 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, 2012' must be entered here and then raised in the 2013 budget.

**N.J.S. 40A:55.1, ET SEQ., SPECIAL EMERGENCY - DAMAGE CAUSED TO ROADS OR BRIDGES BY SNOW, ICE, FROST OR FLOOD**  
**N.J.S. 40A:55.13, ET SEQ., SPECIAL EMERGENCY - PUBLIC EXIGENCIES CAUSED BY CIVIL DISTURBANCES**

Sheet 30  
NOT APPLICABLE

Date	Purpose	Amount Authorized	Not Less Than 1/3 of Amount Authorized*	Balance Dec. 31, 2011	REDUCED IN 2012		Balance Dec. 31, 2012
					By 2012 Budget	Canceled by Resolution	
							-
Totals		-	-	-	-	-	-

80027-00                      80028-00

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:4-55.1 et seq. and N.J.S. 40A:4-55.13 et seq. and are recorded on this page.

NOT APPLICABLE  
Chief Financial Officer

\*Not less than one-third (1/3) of amount authorized but not more than the amount shown in the column 'Balance Dec. 31, 2012' must be entered here and then raised in the 2013 budget.

**SCHEDULE 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	XXXXXXXX	9,908,000.00	
Issued	80033-02	-	-	
Paid	80033-03	1,030,000.00	XXXXXXXX	
Outstanding, December 31, 2012	80033-04	8,878,000.00	XXXXXXXX	
		9,908,000.00	9,908,000.00	
2013 Bond Maturities - General Capital Bonds			80033-05	1,071,000.00
2013 Interest on Bonds *		80033-06	327,904.00	
<b>ASSESSMENT SERIAL BONDS</b>				
Outstanding January 1, 2012	80033-07	XXXXXXXX	-	
Issued	80033-08	XXXXXXXX	-	
Paid	80033-09	-	XXXXXXXX	
Outstanding, December 31, 2012	80033-10	-	XXXXXXXX	
		-	-	
2013 Bond Maturities - Assessment Bonds			80033-11	
2012 Interest on Bonds *		80033-12		
Total "Interest on Bonds - Debt Service" (*Items)			80033-13	327,904.00

**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)**

		Debit	Credit	2013 Debt Service
Outstanding January 1, 2012	80033-01	XXXXXXXX	-	
Issued	80033-02	XXXXXXXX	-	
Paid	80033-03	-	XXXXXXXX	
Outstanding, December 31, 2012	80033-04	-	XXXXXXXX	
		-	-	
2013 Loan Maturities			80033-05	-
2013 Interest on Loans			80033-06	-
Total 2013 Debt Service for _____ Loan			80033-13	-
<b>LOAN</b>				
Outstanding January 1, 2012	80033-07	XXXXXXXX		
Issued	80033-08	XXXXXXXX		
Paid	80033-09		XXXXXXXX	
Outstanding, December 31, 2012	80033-10	-	XXXXXXXX	
		-	-	
2013 Loan Maturities			80033-11	
2013 Interest on Loans			80033-12	-
Total 2013 Debt Service for _____ Loan			80033-13	-

**LIST OF LOANS ISSUED DURING 2012**

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

80033-14

80033-15

Not Applicable

**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	XXXXXXXX		
Paid	80034-02		XXXXXXXX	
Outstanding, December 31, 2012	80034-03	-	XXXXXXXX	
		-	-	
2013 Bond Maturities - Term Bonds	80034-04			
2013 Interest on Bonds *	80034-05			
<b>TYPE I SCHOOL SERIAL BOND</b>				
Outstanding January 1, 2012	80034-06	XXXXXXXX		
Issued	80034-07	XXXXXXXX		
Paid	80034-08		XXXXXXXX	
Outstanding, December 31, 2012	80034-09	-	XXXXXXXX	
		-	-	
2013 Interest on Bonds *	80034-10			
2013 Bond Maturities - Serial Bonds			80034-11	
Total "Interest on Bonds - Type I School Debt Service" (*Items)			80034-12	

**LIST OF BONDS ISSUED DURING 2012**

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
	-01	-02		
Total	80035-	-		

**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. Interest on Unpaid State and County Taxes	80039-		-	-
5. _____				
6. _____				

Not applicable

## 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 **	
04-01 Building Improvements	950,000.00	06/02/04	550,000.00	03/22/13	1.25%	275,000.00	6,875.00	03/22/13
04-03 Road; Library & Public Works	931,000.00	06/02/04	550,000.00	03/22/13	1.25%	275,000.00	6,875.00	03/22/13
04-17 Underground Storage Tanks	150,000.00	04/01/05	75,000.00	03/22/13	1.25%	10,000.00	937.50	03/22/13
05-08 Equipment and Machinery	928,000.00	04/01/05	670,000.00	03/22/13	1.25%	50,000.00	8,375.00	03/22/13
05-10 Parking Lot, Roller Hockey, Roads	532,000.00	10/31/05	390,000.00	03/22/13	1.25%	30,000.00	4,875.00	03/22/13
06-12 DPW Equipment	885,000.00	03/30/07	530,000.00	03/22/13	1.25%	54,000.00	6,625.00	03/22/13
07-07 Road; Recreation & Police	2,511,200.00	06/28/07	2,130,000.00	03/22/13	1.25%	130,000.00	26,625.00	03/22/13
08-03 Dump Truck/Municipal Facilities	1,135,000.00	03/26/09	845,000.00	03/22/13	1.25%	86,000.00	10,562.50	03/22/13
09-03 Improvements to Municipal Bldg.	950,000.00	03/26/09	715,000.00	03/22/13	1.25%	35,000.00	8,937.50	03/22/13
09-05 Garbage Truck	285,000.00	03/26/09	220,000.00	03/22/13	1.25%	30,000.00	2,750.00	03/22/13
09-10 2009 Road Program	650,000.00	03/26/10	650,000.00	03/22/13	1.25%	35,000.00	8,125.00	03/22/13
10-14 Various Public Improvements	1,115,000.00	03/25/11	1,115,000.00	03/22/13	1.25%	-	13,937.50	03/22/13
11-12 2011 Road Program	810,000.00	03/23/12	810,000.00	03/22/13	1.25%		10,125.00	03/22/13
11-12 Acq. Of DPW Vehicles	220,000.00	03/23/12	220,000.00	03/22/13	1.25%		2,750.00	03/22/13
11-12 Acq of 4 Wheel Drive Police Veh.	170,000.00	03/23/12	170,000.00	03/22/13	1.25%		2,125.00	03/22/13
<b>Totals</b>			<b>9,640,000.00</b>			<b>1,010,000.00</b>	<b>120,500.00</b>	

Sheet 33

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.

80051-01

80051-02

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 **	
<b>Totals</b>	-		-			-	-	

Sheet 34

NOT APPLICABLE

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, 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".

NOT APPLICABLE  
 (Do not crowd - add additional sheets)

NOT APPLICABLE

## 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.			
Total	-	-	-

Sheet 34a

NOT APPLICABLE

80051-01

80051-02

NOT APPLICABLE

(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	Authorization Canceled	Expended	Encumbrance Canceled	Balance - December 31, 2012	
	Funded	Unfunded					Funded	Unfunded
	-	-	-	-	-	-	-	-
03-09 Rehabilitation of Various Sanitary Sewer Pump Stations	16,152.95	-	-	-	-	-	16,152.95	-
04-04 William Robinson Historic Trust	49,715.67	-	-	-	1,500.00	-	48,215.67	-
06-12B Imp. To Municipal Facilities	-	86,116.36	-	-	85,332.24	-	-	784.12
07-07A Road Improvements	-	198,579.83	-	-	198,579.83	-	-	-
08-03 Imp to Orchard St	-	54,134.05	-	-	-	-	-	54,134.05
09-05 Acq of Garbage Truck	-	55,609.87	-	-	-	-	-	55,609.87
10-14C 2010 Road Program	-	412,866.89	-	43,965.35	284,137.05	-	-	84,764.49
10-18 Fire Department Equipment	90.90	-	-	-	-	-	90.90	-
11-12 2011 Road Improvement	-	64,651.53	-	-	64,651.53	-	-	-
11-13 Acq of DPW Vehicles	-	22,387.80	-	-	-	-	-	22,387.80
Acq of Fire Dept Equipment	249.58	-	-	-	-	3,603.22	3,852.80	-
Purchase of 4 Wheel Drive Police Vehicles	-	-	-	-	-	-	-	-
Acq. Of Fire Dept Command Vehicle	40,000.00	-	-	-	39,400.00	-	600.00	-
							-	-

Sheet 35

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

## SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (GENERAL CAPITAL FUND) (cont.)

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2012		2012 Authorizations		Expended		Balance - December 31, 2012		
	Funded	Unfunded					Funded	Unfunded	
Ambulatory Mini Bus	-	-	75,000.00	-	70,940.00	-	4,060.00	-	
2012 Road Program	-	-	1,500,000.00	-	747,443.59	-	-	752,556.41	
Fire Dept Bunker Gear	-	-	20,000.00	-	-	-	20,000.00	-	
Radio Equipment	-	-	50,000.00	-	47,626.36	-	2,373.64	-	
Bunker Gear, Hose & Ancillary	-	-	20,000.00	-	-	-	20,000.00	-	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	
<b>Total</b>	70000-	106,209.10	962,186.33	1,665,000.00	43,965.35	1,593,977.36	3,603.22	115,345.96	983,709.98

Sheet 35a

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



**GENERAL CAPITAL FUND**  
**SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS**

		Debit	Credit
Balance January 1, 2012	80030-01	XXXXXXXXXX	-
Received from 2012 Budget Appropriation*	80030-02	XXXXXXXXXX	
Received from 2012 Emergency Appropriation*	80030-03	XXXXXXXXXX	-
Appropriated to Finance Improvement Authorizations	80030-04	-	XXXXXXXXXX
			XXXXXXXXXX
Balance December 31, 2012	80030-05	-	XXXXXXXXXX
		-	-

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

**CAPITAL IMPROVEMENTS AUTHORIZED IN 2012**  
**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 2012 or Prior Years
Ambulatory Mini Bus	75,000.00	-	-	(2)
2012 Road Program	1,500,000.00	1,290,000.00	-	(1)
Fire Dept Bunker Gear	20,000.00	-	-	(2)
Radio Equipment	50,000.00	-	-	(2)
Bunker Gear, Hose & Ancillary	20,000.00	-	-	(2)
Total 80032-00	1,665,000.00	1,290,000.00	-	-

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.

- (1) Grants \$210,000
- (2) Capital Surplus \$165,000

**GENERAL CAPITAL FUND**  
**STATEMENT OF CAPITAL SURPLUS**  
**YEAR - 2012**

		Debit	Credit
Balance January 1, 2012	80029-01	XXXXXXXXXX	173,200.70
Premium on Sale of BAN's		XXXXXXXXXX	79,025.10
		XXXXXXXXXX	
Appropriated to Finance Improvement Authorizations	80029-02	165,000.00	XXXXXXXXXX
Appropriated to 2012 Budget Revenue	80029-03	-	XXXXXXXXXX
Balance December 31, 2012	80029-04	87,225.80	XXXXXXXXXX
		252,225.80	252,225.80

**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, 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 - 2013 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.



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

## **UTILITIES ONLY**

### **SEWER**

The following sheets are not applicable:

**56 - 57**

**63 - 68**

***Note:***

If no 'utilify 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.

**NOTE: THE TOWNSHIP DOES NOT OPERATE A WATER UTILITY, THEREFORE SHEETS 41 THROUGH 54 ARE NOT NECESSARY AND HAVE BEEN REMOVED.**

Bonds and Notes Authorized but Not Issued must be disclosed in this Utility Capital Section in the same manner as set forth in General Capital Fund on Sheet 8

**POST CLOSING  
TRIAL BALANCE - 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>SEWER UTILITY OPERATING FUND</b>		
Cash	1,792,882.37	
Sewer Fees Receivable	184,710.98	
Appropriation Reserves		220,140.22
Accounts Payable		528.84
Sewer Overpayments		1,141.76
		221,810.82
Reserve for Receivables		184,710.98
Fund Balance		1,571,071.55
	1,977,593.35	1,977,593.35
<b>SEWER UTILITY CAPITAL FUND</b>		
Estimated Proceeds - Bonds & Notes Authorized not Issued	-	
Bonds and Notes Authorized but not Issued		-
Cash	52,868.00	
Fixed Capital	22,212.00	
Reserve for Capital Outlay		52,868.00
Reserve for Amortization		22,212.00
	75,080.00	75,080.00

"C"

(Do not crowd - add additional sheets)



# SCHEDULE OF SEWER UTILITY BUDGET - 2012

## BUDGET REVENUES

Source	Budget	Received in Cash	Excess or Deficit*
Operating Surplus Anticipated 01	-	-	-
Operating Surplus Anticipated with Consent of Director of Local Government Services 02			
Sewer Fees	3,312,153.00	3,355,105.97	42,952.97
Miscellaneous	-	25,919.82	25,919.82
Added by N.J.S. 40A:4-87 (List)	XXXXXXXX	XXXXXXXX	XXXXXXXX
Subtotal	3,312,153.00	3,381,025.79	68,872.79
Deficit (General Budget)** 06			
07	3,312,153.00	3,381,025.79	68,872.79

\*\*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:	XXXXXXXX
Adopted Budget	3,312,153.00
Added by N.J.S. 40A:4-87	-
Emergency	-
Total Appropriations	3,312,153.00
Add: Overexpenditures (See Footnote)	-
Total Appropriations and Overexpenditures	3,312,153.00
Deduct Expenditures:	
Paid or Charged	3,092,012.78
Reserved	220,140.22
Surplus (General Budget)**	-
Total Expenditures	3,312,153.00
Unexpended Balance Canceled (See Footnote)	-

**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 "Overexpenditures" must equal the sum of "Total Expenditures" and "Unexpended Balances Canceled"



## RESULTS OF 2012 OPERATIONS SEWER UTILITY

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXX	68,872.79
Unexpended Balances of Appropriations	XXXXXXXX	-
Miscellaneous Revenue Not Anticipated	XXXXXXXX	-
Unexpended Balances of 2011 Appropriation Reserves*	XXXXXXXX	230,541.37
Deficit in Anticipated Revenue	-	XXXXXXXX
Refund of Prior Year Revenue	-	XXXXXXXX
Operating Deficit - to Trial Balance	-	-
Excess in Operations - to Operating Surplus	299,414.16	XXXXXXXX
* See <u>restriction</u> in amount on Sheet 59, SECTION 2	299,414.16	299,414.16

## OPERATING SURPLUS - SEWER UTILITY

	Debit	Credit
Balance January 1, 2012	XXXXXXXX	1,271,657.39
Excess in Results of 2012 Operations	XXXXXXXX	299,414.16
Amount Appropriated in 2012 Budget - Cash	-	XXXXXXXX
Amount Appropriated in 2012 Budget with Prior Written Consent of Director of Local Government Services		XXXXXXXX
Balance December 31, 2012	1,571,071.55	XXXXXXXX
	1,571,071.55	1,571,071.55

## ANALYSIS OF BALANCE DECEMBER 31, 2012 (FROM SEWER UTILITY - TRIAL BALANCE)

Cash		1,792,882.37
Investments		-
Interfund Accounts Receivable		-
Subtotal		1,792,882.37
Deduct Cash Liabilities Marked with "C" on Trial Balance		221,810.82
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		1,571,071.55
*Other Assets Pledged to Operating Surplus		
Deferred Charges #	-	
Operating Deficit #	-	
Total Other Assets		-
#MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2013 BUDGET		1,571,071.55

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

## SCHEDULE OF SEWER UTILITY ACCOUNTS RECEIVABLE

Balance December 31, 2011		\$ <u>153,608.01</u>
Increased by:		
Sewer Rents Levied		\$ <u>3,386,208.94</u>
Decreased by:		
Collections	\$ <u>3,355,105.97</u>	
Overpayments applied	\$ _____	
Transfer to _____ Liens	\$ _____	
Other	\$ _____	
		\$ <u>3,355,105.97</u>
Balance December 31, 2012		\$ <u>184,710.98</u>

## SCHEDULE OF SEWER LIENS

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

**DEFERRED CHARGES  
- MANDATORY CHARGES ONLY -  
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>	<u>Amount Dec. 31, 2011 per Audit Report</u>	<u>Amount in 2012 Budget</u>	<u>Amount Resulting from 2012</u>	<u>Balance as at Dec. 31, 2012</u>
1. Emergency Authorization - *	\$ -	\$ -	\$ -	\$ -
2. _____	\$ _____	\$ _____	\$ _____	\$ _____
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. _____	_____	\$ _____
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>	<u>Appropriated for in Budget of Year 2012</u>
1. _____	_____	_____	\$ _____	_____
2. _____	_____	_____	\$ _____	_____
3. _____	_____	_____	\$ _____	_____
4. _____	_____	_____	\$ _____	_____

NOT APPLICABLE

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

## **UTILITIES ONLY**

### **SWIM POOL**

**THE FOLLOWING SHEETS ARE NOT REQUIRED:      56 - 57  
61, 62 and 65**

***Note:***

If no 'utilify 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.

**NOTE: THE TOWNSHIP DOES NOT OPERATE A WATER UTILITY, THEREFORE SHEETS 41 THROUGH 54 ARE NOT NECESSARY AND HAVE BEEN REMOVED.**

Bonds and Notes Authorized but Not Issued must be disclosed in this Utility Capital Section in the same manner as set forth in General Capital Fund on Sheet 8

**POST CLOSING  
TRIAL BALANCE - SWIM POOL 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>SWIM POOL UTILITY OPERATING FUND</b>		
Cash	32,838.41	
Appropriation Reserves		215.14
Reserve for Accrued Interest		6,586.47
		6,801.61
Fund Balance		26,036.80
	32,838.41	32,838.41
<b>SWIM POOL UTILITY CAPITAL FUND</b>		
Estimated Proceeds - Bonds & Notes Authorized not Issued	-	
Bonds and Notes Authorized but not Issued		-
Cash	12,261.83	
Fixed Capital authorized and not complete	46,500.00	
Fixed Capital	1,531,555.93	
Bond Anticipation Note Payable		275,000.00
Improvement Authorizations		631.76
Reserve for Capital Outlay		11,630.07
Reserve for Amortization		1,256,555.93
Reserve for Deferred Amortization		46,500.00
Fund Balance		-
	1,590,317.76	1,590,317.76

"C"

(Do not crowd - add additional sheets)



# SCHEDULE OF SWIM POOL UTILITY BUDGET - 2012

## BUDGET REVENUES

Source	Budget	Received in Cash	Excess or Deficit*
Operating Surplus Anticipated 01	16,800.00	16,800.00	-
Operating Surplus Anticipated with Consent of Director of Local Government Services 02			
Membership Fees	250,000.00	267,171.50	17,171.50
Miscellaneous	53,100.00	49,874.52	(3,225.48)
Added by N.J.S. 40A:4-87 (List)	XXXXXXXX	XXXXXXXX	XXXXXXXX
Subtotal	319,900.00	333,846.02	13,946.02
Deficit (General Budget)** 06			
07	319,900.00	333,846.02	13,946.02

\*\*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:	XXXXXXXX
Adopted Budget	319,900.00
Added by N.J.S. 40A:4-87	-
Emergency	-
Total Appropriations	319,900.00
Add: Overexpenditures (See Footnote)	-
Total Appropriations and Overexpenditures	319,900.00
Deduct Expenditures:	
Paid or Charged	319,684.86
Reserved	215.14
Surplus (General Budget)**	-
Total Expenditures	319,900.00
Unexpended Balance Canceled (See Footnote)	-

**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 "Overexpenditures" must equal the sum of "Total Expenditures" and "Unexpended Balances Canceled"



## RESULTS OF 2012 OPERATIONS SWIM POOL UTILITY

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXX	13,946.02
Unexpended Balances of Appropriations	XXXXXXXX	-
Miscellaneous Revenue Not Anticipated	XXXXXXXX	-
Unexpended Balances of 2011 Appropriation Reserves*	XXXXXXXX	1,208.97
Deficit in Anticipated Revenue	-	XXXXXXXX
Refund of Prior Year Revenue	-	XXXXXXXX
Operating Deficit - to Trial Balance		
Excess in Operations - to Operating Surplus	15,154.99	XXXXXXXX
* See <u>restriction</u> in amount on Sheet 59, SECTION 2	15,154.99	15,154.99

## OPERATING SURPLUS - SWIM POOL UTILITY

	Debit	Credit
Balance January 1, 2012	XXXXXXXX	27,681.81
Excess in Results of 2012 Operations	XXXXXXXX	15,154.99
Amount Appropriated in 2012 Budget - Cash	16,800.00	XXXXXXXX
Amount Appropriated in 2012 Budget with Prior Written Consent of Director of Local Government Services		XXXXXXXX
Balance December 31, 2012	26,036.80	XXXXXXXX
	42,836.80	42,836.80

## ANALYSIS OF BALANCE DECEMBER 31, 2012 (FROM SWIM POOL UTILITY - TRIAL BALANCE)

Cash		32,838.41
Investments		-
Interfund Accounts Receivable		-
Subtotal		32,838.41
Deduct Cash Liabilities Marked with "C" on Trial Balance		6,801.61
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		26,036.80
*Other Assets Pledged to Operating Surplus		
Deferred Charges #	-	
Operating Deficit #	-	
Total Other Assets		-
MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2012 BUDGET		26,036.80

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

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

	Debit	Credit	2013 Debt Service
Outstanding January 1, 2012	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXXXXX	
Outstanding December 31, 2012		XXXXXXXXXX	
<b>2013 Bond Maturities - Assessment Bonds</b>			
2013 Interest on Bonds *			
<b>SWIM POOL UTILITY CAPITAL BONDS</b>			
Outstanding January 1, 2012	XXXXXXXXXX	-	
Issued	XXXXXXXXXX	-	
Paid	-	XXXXXXXXXX	
Outstanding December 31, 2012	-	XXXXXXXXXX	
	-	-	
<b>2013 Bond Maturities - Capital Bonds</b>			
2013 Interest on Bonds *		-	-

**INTEREST ON BONDS - SWIM POOL UTILITY BUDGET**

2013 Interest on Bonds (*Items)	-	
Less: Interest Accrued to 12/31/2012 (Trial Balance)	-	
Subtotal	-	
Add: Interest to be Accrued as of 12/31/2013	-	
Required Appropriations 2013		-

**LIST OF BONDS ISSUED DURING 2012**

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2013 DEBT SERVICE FOR LOANS  
SWIM POOL UTILITY LOAN**

	Debit	Credit	2013 Debt Service
Outstanding January 1, 2012	XXXXXXXX	-	
Issued	XXXXXXXX		
Paid	-	XXXXXXXX	
Outstanding December 31, 2012	-	XXXXXXXX	
	-	-	
2013 Loan Maturities			
2013 Interest on Loans*			
<b>UTILITY LOAN</b>			
Outstanding January 1, 2012	XXXXXXXX		
Issued	XXXXXXXX		
Paid		XXXXXXXX	
Outstanding December 31, 2012		XXXXXXXX	
2013 Loan Maturities			
2013 Interest on Loans*			

**INTEREST ON LOANS - \_\_\_\_\_ UTILITY BUDGET**

2013 Interest on Loans (*Items)	-	
Less: Interest Accrued to 12/31/2012 (Trial Balance)	-	
Subtotal	-	
Add: Interest to be Accrued as of 12/31/2013	-	
Required Appropriations 2013		-

**LIST OF LOANS ISSUED DURING 2012**

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
NONE				

**NOT APPLICABLE**

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

Sheet 64

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		
						For Principal	For Interest **	
Improvements to Swim Pool	275,000.00	03/26/09	275,000.00	03/22/13	1.250%	-	3,437.50	
2.						-	-	
3.						-	-	
4.						-	-	
5.						-	-	
6.						-	-	
7.						-	-	
8.						-	-	
9.						-	-	
	275,000.00		275,000.00			-	3,437.50	

**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 legal 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 note is financed by ordinance, designate same, otherwise an amount must be included in this column.

INTEREST ON NOTES - WATER/SEWER UTILITY BUDGET	
2013 Interest on Notes	3,437.50
Less: Interest Accrued to 12/31/2012(Trial Balance)	6,586.47
Subtotal	(3,148.97)
Add: Interest to be Accrued as of 12/31/2013	2,664.06
Required Appropriation - 2013	-

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

## SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (UTILITY CAPITAL FUND)

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2012		2012 Authorizations		Expended		Balance - December 31, 2012	
	Funded	Unfunded					Funded	Unfunded
Improvement and Acquisition of							-	-
Equipment - Swim Pool	631.76	-	-		-		631.76	-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
Total	70000-	631.76	-		-	-	631.76	-

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

Sheet 66

NOT APPLICABLE

**SWIM POOL UTILITY CAPITAL FUND**  
**SCHEDULE OF CAPITAL IMPROVEMENT FUND**

	Debit	Credit
Balance January 1, 2012	XXXXXXXXXX	-
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	-	XXXXXXXXXX
	-	-

**SWIM POOL 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
Balance December 31, 2012	-	XXXXXXXXXX
	-	-

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

**NOT APPLICABLE**



# 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 2009 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 Tax Appropriation.
26.	Delinquent Taxes and Tax Title Liens
27.	Foreclosed Property; Contract Sales; Mortgage Sales
28.	Deferred Charges and List of Judgments-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