

# ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2013 (UNAUDITED)

<u>POPULATION LAST CENSUS</u>	18,218
<u>NET VALUATION TAXABLE 2013</u>	\$1,223,017,022
<u>MUNICODE</u>	1604

**FIVE DOLLAR 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.

                    Borough                     of                     Hawthorne                     County of                     Passaic                    

**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 34, 49 to 51 and 63 to 65 are complete, were computed by me and can be supported upon demand by a register or other detailed analysis.

Signature:                     *Robert W Swisher*                      
Name and Title:                     Robert W. Swisher, R.M.A.                    

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

## REQUIRED CERTIFICATION BY CHIEF FINANCIAL OFFICER:

I hereby certify that I am responsible for filing this verified Annual Financial Statement, which I have not prepared 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 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,                     Mary Jeanne Hewitt                    , am the Chief Financial Officer, License #                     N0111                    , of the                     Borough                     of                     Hawthorne                     County of                     Passaic                     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 MUNICIPAL FINANCE OFFICER                      
Address                     445 Lafayette Avenue, Hawthorne, NJ                      
Phone #                     973-427-4451                      
Fax # \_\_\_\_\_

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 analysis included in the accompanying Annual Financial Statement from the books of account and records made available to me by the \_\_\_\_\_ Borough \_\_\_\_\_ of \_\_\_\_\_ Hawthorne \_\_\_\_\_, 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, no matters 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, 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)  
SUPLEE, CLOONEY & CO.  
\_\_\_\_\_  
(Firm Name)  
308 EAST BROAD STREET  
\_\_\_\_\_  
(Address)  
WESTFIELD, N.J. 07090  
\_\_\_\_\_  
(Address)  
(908) 789 - 9300  
\_\_\_\_\_  
(Phone Number)  
(908) 789-8535  
\_\_\_\_\_  
(Fax Number)

Certified by me:  
This 24th day of February, 2014.

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

Printed Name: \_\_\_\_\_

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

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

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

**MUNICIPAL BUDGET LOCAL EXAMINATION QUALIFICATION CERTIFICATION  
BY  
CHIEF FINANCIAL OFFICER  
GROUP # 1 INELIGIBLE**

*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 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 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 lien 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 th 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 \_\_\_\_\_  
Chief Financial Officer: \_\_\_\_\_ N/A \_\_\_\_\_  
Signature: \_\_\_\_\_  
Certificate #: \_\_\_\_\_  
Date: \_\_\_\_\_

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

22-2069293

Fed I.D. #

Borough of Hawthorne

Municipality

Passaic

County

### Report of Federal and State Financial Assistance Expenditures of Awards

Fiscal Year Ending: December 31, 2013

	(1) Federal programs Expended (administered by the state)	(2) State Programs Expended	(3) Other Federal Programs Expended
TOTAL	\$ <u>-0-</u>	\$ <u>69,680.22</u>	\$ <u>8,400.00</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)

None

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 \$500,000.00 beginning with Fiscal Year ending after 12/31/03. Expenditures are defined in section 205 of OMB A-133.

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

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

\_\_\_\_\_  
Date

**IMPORTANT!**

**READ INSTRUCTIONS**

**NOT APPLICABLE**

**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 Borough of Hawthorne, County of Passaic, 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.

**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 requirements of N.J.S.A. 54:4-35, was in the amount of \$ \_\_\_\_\_

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

**BOROUGH OF HAWTHORNE**

\_\_\_\_\_  
MUNICIPALITY

**PASSAIC**

\_\_\_\_\_  
COUNTY

NOTE THAT A TRIAL BALANCE IS REQUIRED AND NOT A BALANCE SHEET

**POST CLOSING  
TRIAL BALANCE - CURRENT FUND**

AS AT DECEMBER 31, 2013

*Cash Liabilities Must Be Subtotalled and Subtotal Must Be Marked with "C" -- Taxes Receivable Must Be Subtotalled*

Title of Account	Debit	Credit
Cash - Treasurer	\$14,768,928.68	
Cash - Collector	-	
	\$14,768,928.68	
Change Fund	460.00	
	\$14,769,388.68	
State of New Jersey - Senior Citizens and Veterans		\$72,392.30
Taxes Receivable:	997,224.08	
Current Year	\$957,932.49	
Prior Year	39,291.59	
Tax Title Liens	975,788.64	
Revenue Accounts Receivable	21,317.18	
Federal and State Grants Receivable	19,330.50	
Foreclosed Property	34,980.00	
Interfunds:		
Assessment Trust Fund	2,048.29	
Trust Other Fund		4,648.00
Appropriation Reserves		451,495.35
Tax Overpayments		17,111.02
Prepaid Taxes		202,659.98
Encumbrances Payable		759,973.93
Accounts Payable		11,282.91
Reserve For:		
Federal and State Grants Appropriated		234,661.12
Federal and State Grants Unappropriated		31,671.57
Fees Payable		33,889.00
L.O.S.A.P.		162,988.07

(Do not crowd - add additional sheets)

NOTE THAT A TRIAL BALANCE IS REQUIRED AND NOT A BALANCE SHEET

**POST CLOSING  
TRIAL BALANCE - CURRENT FUND**

AS AT DECEMBER 31, 2013

*Cash Liabilities Must Be Subtotalled and Subtotal Must Be Marked with "C" -- Taxes Receivable Must Be Subtotalled*

Title of Account	Debit	Credit
County Taxes Payable		34,857.12
School Tax Payable		8,875,095.00
		\$10,892,725.37 C
Reserve for Receivables		2,031,358.19
Fund Balance		3,895,993.81
	\$16,820,077.37	\$16,820,077.37

(Do not crowd - add additional sheets)







# POST CLOSING TRIAL BALANCE - TRUST FUNDS

(Assessment Section Must Be Separately Stated)

AS AT DECEMBER 31, 2013

Title of Account	Debit	Credit
<b>ANIMAL CONTROL TRUST FUND</b>		
CASH	\$30,971.43	
RESERVE FOR EXPENDITURES		\$30,971.43
	\$30,971.43	\$30,971.43
<b>ASSESSMENT TRUST FUND</b>		
CASH & INVESTMENTS	\$523,051.67	
ASSESSMENTS RECEIVABLE	228,839.48	
ASSESSMENTS LIENS RECEIVABLE	10,331.00	
ASSESSMENT LIEN INTEREST & COSTS	2,743.00	
DUE CURRENT FUND		\$2,048.29
DUE GENERAL CAPITAL FUND		540,218.74
PROSPECTIVE ASSESSMENTS FUNDED	395,375.88	
ASSESSMENT BONDS PAYABLE		540,000.00
RESERVE FOR ASSESSMENTS RECEIVABLE		24,194.00
RESERVE FOR ASSESSMENTS LIENS RECEIVABLE		10,331.00
RESERVE FOR ASSESSMENT LIEN INTEREST & COSTS		2,743.00
RESERVE FOR PROSPECTIVE ASSESSMENTS FUNDED		40,800.00
FUND BALANCE		6.00
	1,160,341.03	1,160,341.03

(Do not crowd - add additional sheets)



# MUNICIPAL PUBLIC DEFENDER CERTIFICATION

Public Law 1997, C. 256

Municipal Public Defender Expended Prior Year 2012:.....	(1)	\$	900.00
			25%
		x	
	(2)	\$	225.00

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

Note: If the 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 service 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) =..... \$ \_\_\_\_\_ 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: \_\_\_\_\_

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

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

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

## Schedule of Trust Fund Deposits and Reserves

<u>Purpose</u>	<u>Amount</u> December 31, 2012 per <u>Audit Report</u>	<u>Receipts</u>	<u>Expended</u>	<u>Balance</u> as at December 31, 2013
1. Reserve for Unemployment	\$ 139,618.11	\$ 11,259.43	\$ 14,552.19	\$ 136,325.35
2. Reserve for Housing Trust	26,930.29	1,935.21		28,865.50
3. Reserve for Pre Tax Medical	338.94	729.25	700.00	368.19
4. Reserve for Tax Sale Prem.	253,700.00	98,900.00	117,600.00	235,000.00
5. PCUA - EIC	552.00			552.00
6. Security Deposits	21,066.66	1,000.00		22,066.66
7. Sidewalk Replacement	5,659.00			5,659.00
8. Surety Bonds	20,350.00			20,350.00
9. 9/11 Memorial	43,965.00	41,662.00	68,397.61	17,229.39
10. Interest	563.32			563.32
11. Reserve for BE Closeout	31,767.85			31,767.85
12. Recycling	429,907.16	141,886.79	231,777.26	340,016.69
13. Builders Escrow	57,913.65	33,173.66	38,757.46	52,329.85
14. Off-Duty Municipal Police Pay	55,436.54	309,985.50	311,277.99	54,144.05
15. Municipal Alliance Program	20,015.57	3,600.00	1,279.92	22,335.65
16. Public Defender Fees	16,816.00	4,683.00	1,500.00	19,999.00
17. POAA	2,154.78	620.00	205.00	2,569.78
18. Third Party Liens	1,911.59	696,170.45	666,841.04	31,241.00
19. Fire Code Penalties	15,037.26	12,290.00		27,327.26
20. Payroll	(8.83)	9,676,893.39	9,676,424.79	459.77
21. Relocation Fund	16,576.00	15,300.00	10,040.00	21,836.00
22. UCC Penalties	130,747.70	27,445.00	76,560.11	81,632.59
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46.				
<b>Totals:</b>	<b>\$ 1,291,018.59</b>	<b>\$ 11,077,533.68</b>	<b>\$ 11,215,913.37</b>	<b>\$ 1,152,638.90</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, 2012	RECEIPTS				Transfers	Disbursements	Balance Dec. 31, 2013
		Assessments and Liens	Current Budget	Interest	Miscellaneous			
Assessment Serial Bond Issues:	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx
Ord. 1939	824.00						824.00	
Ord. 1948	1,971.00						1,971.00	
Ord. 1972	9,179.02						9,179.02	
Ord. 1989	16,140.00						16,140.00	
Ord. 2009	79,476.41						31,885.98	47,590.43
Assessment Bond Anticipation Note Issues:	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx
Due Current Fund	96.83			9,628.48			7,677.02	2,048.29
Due General Capital Fund	424,095.61	63,311.34						487,406.95
Trust Surplus	6.00							6.00
*Less Assets "Unfinanced"	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx	xxxxxxx
Ord 1733- Bamford	(200.20)	200.20						
Ord 1734/1757- Highview/Charwalt	(31,846.75)	17,846.75						(14,000.00)
Totals	\$499,741.92	\$81,358.29		\$9,628.48			\$67,677.02	\$523,051.67

Sheet 7

\*Show as red figure

**POST CLOSING  
TRIAL BALANCE - GENERAL CAPITAL FUND**

AS AT DECEMBER 31, 2013

Title of Account	Debit	Credit
Est. Proceeds Bonds and Notes Authorized	\$1,579,068.82	xxxxxxxxxx
Bonds and Notes Authorized but Not Issued	xxxxxxxxxx	\$1,579,068.82
CASH	1,393,602.01	
DEFERRED CHARGES TO FUTURE TAXATION - FUNDED	14,630,330.58	
DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED	3,403,068.82	
GRANTS RECEIVABLE	1,799,856.26	
DUE ASSESSMENT TRUST FUND	540,218.74	
PROSPECTIVE ASSESSMENTS RAISED BY TAXATION	17,750.00	
LOAN PROCEEDS RECEIVABLE	270,464.00	
CONTRACTS PAYABLE		1,139,089.92
BOND ANTICIPATION NOTES		1,824,000.00
SERIAL BONDS		12,075,000.00
NJ EIT LOAN PAYABLE		1,134,330.58
CAPITAL IMPROVEMENT FUND		235,130.03
RESERVE FOR RECEIVABLES		1,646,352.00
RESERVE FOR DEBT SERVICE		983,060.98
RESERVE FOR BOND ISSUANCE COSTS		2,404.00
RESERVE FOR PROSPECTIVE ASSESSMENTS		17,750.00
IMPROVEMENT AUTHORIZATIONS:		
FUNDED		1,906,741.49
UNFUNDED		1,012,498.81
FUND BALANCE		78,932.60
	<b>\$23,634,359.23</b>	<b>\$23,634,359.23</b>
ANALYSIS OF ESTIMATED PROCEEDS:		
DEFERRED CHARGES UNFUNDED	3,403,068.82	
LESS: BOND ANTICIPATION NOTES	1,824,000.00	
	<b>\$1,579,068.82</b>	
ADD: CASH ON HAND	0.00	
	<b>\$1,579,068.82</b>	

(Do not crowd - add additional sheets)





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

Grant	Balance Jan. 1, 2013	2013 Budget Revenue Realized	Received	Unappropriated Applied	Canceled	Balance Dec. 31, 2013
Municipal Alliance	17,545.51	\$24,489.00	\$25,327.32		4,026.69	\$12,680.50
Emergency Management		4,400.00	4,250.00		150.00	
Drunk Driving Enforcement Grant	0.40	5,902.00		5,902.00	0.40	
Alcohol Education and Rehabilitation Fund		791.62	791.62			
Recycling Tonnage Grant	0.08	25,520.00		25,520.00	0.08	
Body Armor Replacement Fund		3,127.00		3,127.00		
Open Space Grant	138,000.00		109,949.00		21,401.00	6,650.00
Click it or Ticket						
Green Communities(Shade Trees)	3,000.00		3,000.00			
<b>TOTALS</b>	<b>\$158,545.99</b>	<b>\$64,229.62</b>	<b>\$143,317.94</b>	<b>\$34,549.00</b>	<b>\$25,578.17</b>	<b>\$19,330.50</b>

**SCHEDULE OF APPROPRIATED RESERVES FOR  
FEDERAL AND STATE GRANTS**

Grant	Balance Jan. 1, 2013	Transferred from 2013 Budget Appropriations		Transferred from Appropriation Reserves	Expended	Encumbrances Canceled	Canceled	Balance Dec. 31, 2013
		Budget	Appropriation By 40A:4-87					
Clean Communities Program	\$50,093.41			\$21,395.58	\$10,000.00			\$61,488.99
Alcohol Education and Rehabilitation Fund	2,477.17			863.41	1,000.00			2,340.58
Municipal Alliance	1,408.27			425.32			1,408.27	425.32
Shade Tree Grant	3,716.00							3,716.00
Clean Air Coll Cities	18.00				18.00			
Recycling Tonnage Grant	28,732.00							28,732.00
Drunk Driving Enforcement Grant	1,132.35				1,132.35			
Domestic Violence Grant	107.00							107.00
Stormwater Grant	8,768.00				905.00			7,863.00
Audio/Visual Grant	284.01							284.01
Livable Communities-Municipal Building	16,287.00							16,287.00
Emergency Management Grant	3,506.28			5,000.00				8,506.28
Body Armor Replacement Fund	2,273.85				2,273.85			
Recycling Tonnage Grant	70,924.59			33,038.00				103,962.59
Open Space Grant	21,401.00						21,401.00	
NJ Clean Energy	1,454.12				505.77			948.35
<b>TOTALS</b>	<b>\$212,583.05</b>			<b>\$60,722.31</b>	<b>\$15,834.97</b>		<b>\$22,809.27</b>	<b>\$234,661.12</b>



## LOCAL DISTRICT SCHOOL TAX \*

	Debit	Credit
Balance January 1, 2013	xxxxxxxx	xxxxxxxx
School Tax Payable # 85001-00	xxxxxxxx	\$8,545,267.00
School Tax Deferred (Not in excess of 50% of Levy - 2012 - 2013) 85002-00	xxxxxxxx	7,951,484.00
Levy School Year July 1, 2013 - June 30, 2014	xxxxxxxx	
Levy Calendar Year 2013	xxxxxxxx	34,766,609.00
Paid	\$34,436,781.00	xxxxxxxx
Balance December 31, 2013	xxxxxxxx	xxxxxxxx
School Tax Payable # 85003-00	8,875,095.00	xxxxxxxx
School Tax Deferred (Not in excess of 50% of Levy - 2013 - 2014) 85004-00	7,951,484.00	xxxxxxxx
* Not including Type I school debt service, emergency authorizations - schools, transfer to Board of Education for use of local schools.	\$51,263,360.00	\$51,263,360.00

# Must include unpaid requisitions.

## MUNICIPAL OPEN SPACE TAX

NOT APPLICABLE

	Debit	Credit
Balance January 1, 2013 85045-00	xxxxxxxx	
2013 Levy 81105-00	xxxxxxxx	
Interest Earned	xxxxxxxx	
Expended		xxxxxxxx
		xxxxxxxx
Balance December 31, 2013 85046-00		xxxxxxxx



## COUNTY TAXES PAYABLE

		Debit	Credit
Balance January 1, 2013		xxxxxxxxx	xxxxxxxxx
County Taxes	80003-01	xxxxxxxxx	\$9.31
Due County for Added and Omitted Taxes	80003-02	xxxxxxxxx	24,067.97
2013 Levy		xxxxxxxxx	xxxxxxxxx
General County	80003-03	xxxxxxxxx	15,615,038.38
County Library	80003-04	xxxxxxxxx	
County Health		xxxxxxxxx	
County Open Space Preservation		xxxxxxxxx	235,561.33
Due County for Added and Omitted Taxes	80003-05	xxxxxxxxx	34,847.82
Paid		\$15,874,667.69	xxxxxxxxx
Balance December 31, 2013		xxxxxxxxx	xxxxxxxxx
County Taxes			xxxxxxxxx
Due County for Added and Omitted Taxes		34,857.12	xxxxxxxxx
		<b>\$15,909,524.81</b>	<b>\$15,909,524.81</b>

## SPECIAL DISTRICT TAXES

NOT APPLICABLE

		Debit	Credit
Balance January 1, 2013	80003-06	xxxxxxxxx	
2013 Levy: (List Each Type of District Tax Separately - see Footnote)		xxxxxxxxx	xxxxxxxxx
Fire -	81108-00	xxxxxxxxx	xxxxxxxxx
Sewer -	81111-00	xxxxxxxxx	xxxxxxxxx
Water -	81112-00	xxxxxxxxx	xxxxxxxxx
Garbage -	81109-00	xxxxxxxxx	xxxxxxxxx
		xxxxxxxxx	xxxxxxxxx
		xxxxxxxxx	xxxxxxxxx
Total 2013 Levy	80003-07	xxxxxxxxx	
Paid	80003-08		xxxxxxxxx
Balance December 31, 2013	80003-09		xxxxxxxxx

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	80004-01	xxxxxxxxx	
State Library Aid Received in 2013	80004-02	xxxxxxxxx	9,679.00
Expended	80004-09	\$9,679.00	xxxxxxxxx
Balance December 31, 2013	80004-10		
		\$9,679.00	\$9,679.00

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

NOT APPLICABLE

		Debit	Credit
Balance January 1, 2013	80004-03	xxxxxxxxx	
State Library Aid Received in 2013	80004-04	xxxxxxxxx	
Expended	80004-11		xxxxxxxxx
Balance December 31, 2013	80004-12		

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

NOT APPLICABLE

		Debit	Credit
Balance January 1, 2013	80004-05	xxxxxxxxx	
State Library Aid Received in 2013	80004-06	xxxxxxxxx	
Expended	80004-13		xxxxxxxxx
Balance December 31, 2013	80004-14		

## RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

NOT APPLICABLE

		Debit	Credit
Balance January 1, 2013	80004-07	xxxxxxxxx	
State Library Aid Received in 2013	80004-08	xxxxxxxxx	
Expended	80004-15		xxxxxxxxx
Balance December 31, 2013	80004-16		

## STATEMENT OF GENERAL BUDGET REVENUES 2013

Source	Budget -01	Realized -02	Excess or (Deficit) -03
Surplus Anticipated 80101-	\$1,402,500.00	\$1,402,500.00	
Surplus Anticipated with Prior Written Consent of Director of Local Government 80102-			
Miscellaneous Revenue Anticipated			xxxxxxxx
Adopted Budget	3,282,734.00	3,564,233.31	\$281,499.31
Added by N.J. S. 40A:4-87: (List on 17a)	41,339.20	41,339.20	
<b>Total Miscellaneous Revenue Anticipated 80103-</b>	<b>3,324,073.20</b>	<b>3,605,572.51</b>	<b>281,499.31</b>
Receipts from Delinquent Taxes 80104-	800,000.00	1,035,806.03	235,806.03
Amount to be Raised by Taxation:	xxxxxxxx	xxxxxxxx	xxxxxxxx
(a) Local Tax for Municipal Purposes 80105-	13,211,165.89	xxxxxxxx	xxxxxxxx
(c) Municipal Library Tax 80106-	785,598.11	xxxxxxxx	xxxxxxxx
<b>Total Amount to be Raised by Taxation 80107-</b>	<b>13,996,764.00</b>	<b>14,621,241.79</b>	<b>624,477.79</b>
	<b>\$19,523,337.20</b>	<b>\$20,665,120.33</b>	<b>\$1,141,783.13</b>

## ALLOCATION OF CURRENT TAX COLLECTIONS

		Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22) 80108-00		xxxxxxxx	\$63,683,298.32
Amount to be Raised by Taxation		xxxxxxxx	xxxxxxxx
Local District School Tax 80109-00		\$34,766,609.00	xxxxxxxx
Regional School Tax 80119-00			xxxxxxxx
Regional High School Tax 80110-00			xxxxxxxx
County Taxes 80111-00		15,850,599.71	xxxxxxxx
Due County for Added and Omitted Taxes 80112-00		34,847.82	xxxxxxxx
Special District Taxes 80113-00			xxxxxxxx
Municipal Open Space Tax 80120-00			
Reserve for Uncollected Taxes 80114-00		xxxxxxxx	1,590,000.00
Deficit in Required Collection of Current Taxes (or) 80115-00		xxxxxxxx	
Balance for Support of Municipal Budget (or) 80116-00		14,621,241.79	xxxxxxxx
* Excess Non-Budget Revenue (see footnote) 80117-00			xxxxxxxx
* Deficit Non-Budget Revenue (see footnote) 80118-00		xxxxxxxx	
* 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.		<b>\$65,273,298.32</b>	<b>\$65,273,298.32</b>



## STATEMENT OF GENERAL BUDGET REVENUES 2013

2013 Budget as Adopted	80012-01	\$19,481,998.00
2013 Budget - Added by N.J.S. 40A:4-87	80012-02	41,339.20
Appropriated for 2013 (Budget Statement Item 9)	80012-03	19,523,337.20
Appropriated for 2013 by Emergency Appropriation (Budget Statement Item 9)	80012-04	
<b>Total General Appropriations (Budget Statement Item 9)</b>	<b>80012-05</b>	<b>19,523,337.20</b>
Add: Overexpenditures (see footnote)	80012-06	
<b>Total Appropriations and Overexpenditures</b>	<b>80012-07</b>	<b>19,523,337.20</b>
Deduct Expenditures:		
Paid or Charged [Budget Statement Item (L)]	80012-08	\$17,465,779.21
Paid or Charged - Reserve for Uncollected Taxes	80012-09	1,590,000.00
Reserved	80012-10	451,495.35
<b>Total Expenditures</b>	<b>80012-11</b>	<b>19,507,274.56</b>
<b>Unexpended Balances Canceled (see footnote)</b>	<b>80012-12</b>	<b>\$16,062.64</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)

**NOT APPLICABLE**

2013 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 2013 OPERATION

## CURRENT FUND

		Debit	Credit
Excess of Anticipated Revenues:		xxxxxxxxx	xxxxxxxxx
Miscellaneous Revenues Anticipated	80013-01	xxxxxxxxx	\$281,499.31
Delinquent Tax Collections	80013-02	xxxxxxxxx	235,806.03
		xxxxxxxxx	
Required Collection of Current Taxes	80013-03	xxxxxxxxx	\$624,477.79
Unexpended Balances of 2013 Budget Appropriations	80013-04	xxxxxxxxx	16,062.64
Miscellaneous Revenue Not Anticipated	81113-	xxxxxxxxx	457,579.13
Miscellaneous Revenue Not Anticipated:			
Proceeds of Sale of Foreclosed Property (Sheet 27)	81114-	xxxxxxxxx	
Payments in Lieu of Taxes on Real Property	81120-	xxxxxxxxx	
Tax Overpayments Canceled		xxxxxxxxx	
Unexpended Balances of 2012 Approp. Reserves	80013-05	xxxxxxxxx	376,212.57
Prior Years Interfunds Returned in 2013	80013-06	xxxxxxxxx	112.04
Prior Year Senior Citizen Allowed		xxxxxxxxx	
Accounts Payable Canceled		xxxxxxxxx	
		xxxxxxxxx	
Deferred School Tax Revenue (See School Taxes, Sheets 13 & 14)		xxxxxxxxx	xxxxxxxxx
Balance January 1, 2013	80013-07	7,951,484.00	xxxxxxxxx
Balance December 31, 2013	80013-08	xxxxxxxxx	7,951,484.00
Deficit in Anticipated Revenues:		xxxxxxxxx	xxxxxxxxx
Miscellaneous Revenues Anticipated	80013-09		xxxxxxxxx
Delinquent Tax Collections	80013-10		xxxxxxxxx
			xxxxxxxxx
Required Collection of Current Taxes	80013-11		xxxxxxxxx
Interfund Advances Originating in 2013	80013-12		xxxxxxxxx
Refund of Prior Years Revenue		109,734.84	xxxxxxxxx
Federal and State Grants Receivable Canceled		2,768.90	xxxxxxxxx
			xxxxxxxxx
Deficit Balance - To Trial Balance (Sheet 3)	80013-13	xxxxxxxxx	
Surplus Balance - To Surplus (Sheet 21)	80013-14	1,879,245.77	xxxxxxxxx
		<b>\$9,943,233.51</b>	<b>\$9,943,233.51</b>



**SURPLUS - CURRENT FUND  
YEAR 2013**

		Debit	Credit
1. Balance January 1, 2013	80014-01	xxxxxxxxxx	\$3,419,248.04
2.		xxxxxxxxxx	
3. Excess Resulting from 2013 Operations	80014-02	xxxxxxxxxx	1,879,245.77
4. Amount Appropriated in the 2013 Budget - Cash	80014-03	\$1,402,500.00	xxxxxxxxxx
5. Amount Appropriated in 2013 Budget - with Prior Written Consent of Director of Local Government Services	80014-04		xxxxxxxxxx
6.			xxxxxxxxxx
7. Balance December 31, 2013	80014-05	3,895,993.81	xxxxxxxxxx
		<b>\$5,298,493.81</b>	<b>\$5,298,493.81</b>

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

Cash	80014-06	\$14,769,388.68
Investments	80014-07	
Sub-Total		14,769,388.68
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08	10,892,725.37
Cash Surplus	80014-09	3,876,663.31
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	
Grants Receivable #	80014-14	19,330.50
Total Other Assets	80014-14	19,330.50
* 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.	80014-15	\$3,895,993.81

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	\$ 64,624,219.44
	82113-00	\$ _____
2. Amount of Levy Special District Taxes	82102-00	\$ _____
3. Amount Levied for Omitted Taxes under N.J.S.A. 54:4-63.12 et seq.	82103-00	\$ _____
4. Amount Levied for Added Taxes under N.J.S.A. 54:4-63.1 et seq.	82104-00	\$ 193,051.04
5a. Subtotal 2013 Levy		\$ 64,817,270.48
5b. Reductions due to tax appeals**		\$ _____
5c. Total 2013 Levy	82106-00	\$ 64,817,270.48
6. Transferred to Tax Title Liens	82107-00	\$ 58,921.88
7. Transferred to Foreclosed Property	82108-00	\$ _____
8. Remitted, Abated or Canceled	82109-00	\$ 117,117.79
9. Discount Allowed	82110-00	\$ _____
10. Collected in Cash: In 2012	82121-00	\$ 208,759.46
In 2013 *	82122-00	\$ 63,319,970.37
State's Share of 2013 Senior Citizens and Veteran's Deductions Allowed	82123-00	\$ 154,568.49
R.E.A.P. Revenue	82124-00	\$ _____
Total to Line 14	82111-00	\$ 63,683,298.32
11. Total Credits		\$ 63,859,337.99
12. Amount Outstanding December 31, 2013	83120-00	\$ 957,932.49
13. Percentage of Cash Collections to Total 2013 Levy, (Item 10 divided by Item 5) is	82112-00	98.25%

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	\$ 63,683,298.32
Less: Reserve for Tax Appeals Pending State Division of Tax Appeals	\$ _____
To Current Taxes Realized in Cash (Sheet 17)	\$ 63,683,298.32

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 / \$1,500,000.00, or .699985. Then 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 RS 54:48-1 et seq approved by resolution governing body prior to  
introduction of municipal budget.

# 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. 1998

**NOT APPLICABLE**

### (1) Utilizing Accelerated Tax Sale

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

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

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

Line 5c (sheet 22) Total 2013 Tax Levy..... \$ \_\_\_\_\_

Percentage of Collection Excluding Accelerated Tax Sale Proceeds

(Net Cash Collected divided by Item 5c) is..... \_\_\_\_\_

---

**NOT APPLICABLE**

### (2) Utilizing Accelerated Tax Levy Sale

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

*LESS:* Proceeds from Accelerated Tax Levy Sale..... \_\_\_\_\_

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

Line 5c (sheet 22) Total 2013 Tax Levy..... \$ \_\_\_\_\_

Percentage of Collection Excluding Accelerated Tax Levy Sale Proceeds

(Net Cash Collected divided by Item 5c) is..... \_\_\_\_\_

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

	Debit	Credit
1. Balance January 1, 2013	xxxxxxxxxx	xxxxxxxxxx
Due From State of New Jersey		xxxxxxxxxx
Due To State of New Jersey	xxxxxxxxxx	\$70,142.30
2. Sr. Citizens Deductions Per Tax Billings	28,250.00	xxxxxxxxxx
3. Veterans Deductions Per Tax Billings	128,000.00	xxxxxxxxxx
4. Sr.Citizens Deductions Allowed By Tax Collector	750.00	xxxxxxxxxx
5. Sr.Citizens Deductions Allowed By Tax Collector Prior Year		
6.		
7. Sr. Citizens Deductions Disallowed By Tax Collector	xxxxxxxxxx	\$2,431.51
8. Sr. Citizens Deductions Disallowed By Tax Collector 2012 Taxes	xxxxxxxxxx	
9. Received in Cash from State	xxxxxxxxxx	\$156,818.49
10.		
11.		
12. Balance December 31, 2013	xxxxxxxxxx	xxxxxxxxxx
Due From State of New Jersey	xxxxxxxxxx	
Due To State of New Jersey	72,392.30	xxxxxxxxxx
	<b>\$229,392.30</b>	<b>\$229,392.30</b>

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

Line 2	\$28,250.00
Line 3	128,000.00
Line 4	750.00
Sub-Total	157,000.00
Less: Line 7	2,431.51
To Item 10, Sheet 22	\$154,568.49

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

NOT APPLICABLE

		Debit	Credit
Balance January 1, 2013		xxxxxxx	
Taxes Pending Appeals		xxxxxxx	xxxxxxx
Interest Earned on Taxes Pending Appeals		xxxxxxx	xxxxxxx
Contested Amount of 2013 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)		xxxxxxx	
Interest Earned on Taxes Pending State Appeals		xxxxxxx	
2013 Budget Appropriation			
Cash Paid to Appellants (Including 5% Interest from Date of Payment)			xxxxxxx
Closed to Results of Operations (Portion of Appeal won by Municipality, Including Interest)			xxxxxxx
Balance December 31, 2013			xxxxxxx
Taxes Pending Appeals *		xxxxxxx	xxxxxxx
Interest Earned on Taxes Pending Appeals		xxxxxxx	xxxxxxx

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

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

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

**COMPUTATION OF APPROPRIATIONS:  
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-		xxxxxxxxxx
2. Local District School Tax - Actual 80016-		\$34,766,609.00
School Budget Estimate ** 80017-		xxxxxxxxxx
3. Vocational School Tax - Actual		
Estimate * 80017-		xxxxxxxxxx
4. Regional School District Tax - Actual		
Estimate * 80017-		xxxxxxxxxx
5. Regional High School Tax - Actual 80018-		
School Budget Estimate * 80019-		xxxxxxxxxx
		15,850,599.71
6. County Tax Actual 80020-		
Estimate * 80021-		xxxxxxxxxx
7. Special District/ Open Space Taxes Actual 80022-		
Estimate * 80023-		xxxxxxxxxx
8. Total General Appropriations & Other Taxes 80024-01		
9. Less: Total Anticipated Revenues from 2014 in Municipal Budget (Item 5) 80024-02		
10. Cash Required from 2014 Taxes to Support Local Municipal Budget and Other Taxes 80024-03		
11. Amount of Item 10 Divided by _____ % (820024-04) Equals Amount to be Raised by Taxation (Percentage used must not exceed the applicable percentage shown by Item 13, Sheet 22) 80024-05		
Analysis of Item 11:		
Local District School Tax (Amount Shown on Line 2 Above)		<p>* May not be stated in an amount less than "actual" Tax of 2013.</p> <p>** Must be stated in the amount of the proposed budget submitted by the Local Board of Education to the Commissioner of Education on January 15, 2014 (Chap. 136, P.L. 1978). Consideration must be given to calendar year calculation.</p>
Vocational School Tax (Amount Shown on Line 3 Above)		
Regional School District Tax (Amount Shown on Line 4 Above)		
Regional High School Tax (Amount Shown on Line 5 Above)		
County Tax (Amount Shown on Line 6 Above)		
Special District Tax (Amount Shown on Line 7 Above)		
Tax in Local Municipal Budget		
Total Amount (see Line 11)		
12. Appropriation: Reserve for Uncollected Taxes (Budget Statement, Item 8 (M) (Item 11, Less Item 10) 80024-06		
Computation of "Tax in Local Municipal Budget"		
Item 1 - Total General Appropriations		
Item 12 - Appropriation: Reserve for Uncollected Taxes		
Sub-Total		
Less: Item 9 - Total Anticipated Revenues		
Amount to be Raised by Taxation in Municipal Budget 80024-07		

**Note:**  
The amount of anticipated revenues (Item 9) may never exceed the total of Items 1 and 12.

## ACCELERATED TAX SALE - CHAPTER 99

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

NOT APPLICABLE

**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:  
 Amount Realized in Prior Year for  
 Receipts from Delinquent Taxes\*  
 (sheet 26, Item 10) \$ \_\_\_\_\_

\* NOTE: If accelerated tax sale was conducted in 2013, utilize proceeds from the December accelerated tax sale instead of entire amount realized for Receipts from Delinquent Taxes.

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)

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

## SCHEDULE OF DELINQUENT TAXES AND TAX TITLE LIENS

			Debit	Credit
1. Balance, January 1, 2013			\$1,991,964.38	xxxxxxx
A. Taxes	83102-00	\$1,075,097.62	xxxxxxx	xxxxxxx
B. Tax Title Liens	83103-00	916,866.76	xxxxxxx	xxxxxxx
2. Canceled:			xxxxxxx	xxxxxxxxx
A. Taxes	83105-00		xxxxxxx	
B. Tax Title Liens	83106-00		xxxxxxx	
3. Transferred to Foreclosed Tax Title Liens:			xxxxxxx	xxxxxxx
A. Taxes	83108-00		xxxxxxx	
B. Tax Title Liens	83109-00		xxxxxxx	
4. Added Taxes			83110-00	xxxxxxx
5. Added Tax Title Liens			83111-00	xxxxxxx
6. Adjustment between Taxes (Other than current year) and Tax Title Liens:			xxxxxxx	xxxxxxx
A. Taxes-Transfers to Tax Title Liens	83104-00		xxxxxxx	(1)
B. Tax Title Liens-Transfers from Taxes	83107-00		(1)	xxxxxxx
7. Balance Before Cash Payments			xxxxxxx	\$1,991,964.38
8. Totals			1,991,964.38	1,991,964.38
9. Balance Brought Down			1,991,964.38	xxxxxxx
10. Collected:			xxxxxxx	1,035,806.03
A. Taxes	83116-00	1,035,806.03	xxxxxxx	xxxxxxx
B. Tax Title Liens	83117-00		xxxxxxx	xxxxxxx
11. Interest and Costs - 2013 Tax Sale			83118-00	xxxxxxx
12. 2013 Taxes Transferred to Liens			83119-00	58,921.88
13. 2013 Taxes			83123-00	957,932.49
14. Balance December 31, 2013			xxxxxxx	1,973,012.72
A. Taxes	83121-00	997,224.08	xxxxxxx	xxxxxxx
B. Tax Title Liens	83122-00	975,788.64	xxxxxxx	xxxxxxx
15. Totals			\$3,008,818.75	\$3,008,818.75

16. Percentage of Cash Collections to Adjusted Amount Outstanding  
(Item No. 10 divided by Item No. 9) is 51.99%

17. Item No. 14 multiplied by percentage shown above is \$1,025,769.31 and represents the maximum amount that may be anticipated in 2013. 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, 2013	84101-00	\$34,980.00	xxxxxxx
2. Foreclosed or Deeded in 2013		xxxxxxx	xxxxxxx
3. Tax Title Liens	84103-00		xxxxxxx
4. Taxes Receivable	84104-00		xxxxxxx
5A.	84102-00		xxxxxxx
5B.	84105-00	xxxxxxx	
6. Adjustment to Assessed Valuation	84106-00		xxxxxxx
7. Adjustment to Assessed Valuation	84107-00	xxxxxxx	
8. Sales		xxxxxxx	xxxxxxx
9. Cash *	84109-00	xxxxxxx	
10. Contract	84110-00	xxxxxxx	
11. Mortgage	84111-00	xxxxxxx	
12. Loss on Sales	84112-00	xxxxxxx	
13. Gain on Sales	84113-00		xxxxxxx
14. Balance December 31, 2013	84114-00	xxxxxxx	\$34,980.00
		\$34,980.00	\$34,980.00

**CONTRACT SALES**

NOT APPLICABLE

		Debit	Credit
1. Balance, January 1, 2013	84115-00		xxxxxxx
16. 2013 Sales from Foreclosed Property	84116-00		xxxxxxx
17. Collected *	84117-00	xxxxxxx	
18.	84118-00	xxxxxxx	
14. Balance December 31, 2013	84119-00	xxxxxxx	

**MORTGAGE SALES**

NOT APPLICABLE

		Debit	Credit
1. Balance, January 1, 2013	84120-00		xxxxxxx
16. 2013 Sales from Foreclosed Property	84121-00		xxxxxxx
22. Collected *	84122-00	xxxxxxx	
23.	84123-00	xxxxxxx	
14. Balance December 31, 2013	84124-00	xxxxxxx	

Analysis of Sale of Property:

\* Total Cash Collected in 2013 84125-00

Realized in 2013 Budget \_\_\_\_\_

To Results of Operations (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 Authorizations - Municipal*	\$ 177,500.00	\$ 177,500.00	\$ _____	\$ _____
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

NOT APPLICABLE	<u>Date</u>	<u>Purpose</u>	<u>Amount</u>
1. _____	_____	_____	\$ _____
2. _____	_____	_____	\$ _____
3. _____	_____	_____	\$ _____
4. _____	_____	_____	\$ _____
5. _____	_____	_____	\$ _____

## JUDGMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED

NOT APPLICABLE	<u>In favor of</u>	<u>On Account of</u>	<u>Date Entered</u>	<u>Amount</u>	Appropriated For In Budget of 2014
1. _____	_____	_____	_____	\$ _____	\$ _____
2. _____	_____	_____	_____	\$ _____	\$ _____
3. _____	_____	_____	_____	\$ _____	\$ _____

**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.**

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	
	NOT APPLICABLE						
<b>Totals</b>							

Sheet 29

80025-00                      80026-00

It is hereby certified that all outstanding "Special Emergency" appropriations have been adopted by the governing 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  
(MUNICIPAL) GENERAL CAPITAL BONDS**

		Debit	Credit	2014 Debt Service
Outstanding January 1, 2013	80033-01	xxxxxxx	\$13,505,000.00	
Issued	80033-02	xxxxxxx		
Paid	80033-03	\$1,430,000.00	xxxxxxx	
Bonds Refunded				
Outstanding, December 31, 2013	80033-04	12,075,000.00	xxxxxxx	
		\$13,505,000.00	\$13,505,000.00	
2014 Bond Maturities - General Capital Bonds			80033-05	\$ 1,495,000.00
2014 Interest on Bonds*		80033-06	\$ 381,293.76	

**ASSESSMENT SERIAL BONDS**

Outstanding January 1, 2013	80033-07	xxxxxxx	600,000.00	
Issued	80033-08	xxxxxxx		
Paid	80033-09	60,000.00	xxxxxxx	
Outstanding, December 31, 2013	80033-10	540,000.00	xxxxxxx	
		600,000.00	600,000.00	
2014 Bond Maturities - Assessment Bonds			80033-11	\$ 60,000.00
2014 Interest on Bonds*		80033-12	\$ 11,400.00	
Total "Interest on Bonds - Debt Service" (*Items)			80033-13	\$ 392,693.76

**LIST OF BONDS ISSUED DURING 2013**

Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate
Total				

80033-14

80033-15

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2014 DEBT SERVICE FOR LOANS  
NJ ENVIRONMENTAL INFRASTRUCTURE TRUST LOAN**

		Debit	Credit	2014 Debt Service
Outstanding January 1, 2013	80033-01	xxxxxxx	1,396,351.61	
Issued	80033-02	xxxxxxx		
Paid	80033-03	262,021.03	xxxxxxx	
Outstanding, December 31, 2013	80033-04	1,134,330.58	xxxxxxx	
		1,396,351.61	1,396,351.61	
2014 Loan Maturities			80033-05	\$ 265,981.30
2014 Interest on Loans			80033-06	\$ 23,470.32
Total 2014 Debt Service for _____ NJEIT LOAN			80033-13	\$ 289,451.62

**LOANS**

<b>NOT APPLICABLE</b>				
Outstanding January 1, 2013	80033-07	xxxxxxx		
Issued	80033-08	xxxxxxx		
Paid	80033-09		xxxxxxx	
Outstanding, December 31, 2013	80033-10		xxxxxxx	
2014 Loan Maturities			80033-11	\$
2014 Interest on Loans			80033-12	\$
Total 2014 Debt Service for _____ Loan			80033-13	\$

**LIST OF LOANS ISSUED DURING 2013**

<b>NOT APPLICABLE</b>				
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**

NOT APPLICABLE		Debit	Credit	2014 Debt Service
Outstanding January 1, 2013	80034-01	xxxxxxx		
Paid	80034-03		xxxxxxx	
Outstanding, December 31, 2013	80033-04		xxxxxxx	
2013 Bond Maturities - Term Bonds	80034-04		\$	
2013 Interest on Bonds*	80034-05		\$	

**TYPE I SCHOOL SERIAL BONDS**

Outstanding January 1, 2013	80034-06	xxxxxxx		
Issued	80034-07	xxxxxxx		
Paid	80034-08		xxxxxxx	
Outstanding, December 31, 2013	80034-09		xxxxxxx	
2014 Interest on Bonds*	80034-10		\$	
2014 Bond Maturities - Serial Bonds	80034-11		\$	
Total "Interest on Bonds - Type I School Debt Service" (*Items)	80034-12		\$	

**LIST OF BONDS ISSUED DURING 2013**

NOT APPLICABLE	2014 Maturity	Amount Issued	Date of	Interest
Purpose	-01	-02	Issue	Rate
Total	80035-			

**2014 INTEREST REQUIREMENT - CURRENT FUND DEBT ONLY**

NOT APPLICABLE		Outstanding Dec. 31, 2013	2014 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. _____		\$ _____	\$ _____

## 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. 2073 - Improvements at Wagaraw Road Ball Field	\$147,250.00	10/31/13	\$147,250.00	10/31/14	1.500%		\$2,208.75	10/31/14
2. 2081 - '13 Road Program	665,000.00	10/31/13	665,000.00	10/31/14	1.500%		9,975.00	10/31/14
3. 2082 - Local Improvements	80,750.00	10/31/13	80,750.00	10/31/14	1.500%		1,211.25	10/31/14
4. 2083 - Purchase of a dump truck	190,000.00	10/31/13	190,000.00	10/31/14	1.500%		2,850.00	10/31/14
5. 2094/2082 - Supplementing Local Improvements Ord.	9,500.00	10/31/13	9,500.00	10/31/14	1.500%		142.50	10/31/14
6. 2095 - May street improvements	76,000.00	10/31/13	76,000.00	10/31/14	1.500%		1,140.00	10/31/14
7. 2096 - Sanitary Sewer Line Improvements	95,000.00	10/31/13	95,000.00	10/31/14	1.500%		1,425.00	10/31/14
8. 2100 - Acquisition of Fire Dept. Capital Equipment	560,500.00	10/31/13	560,500.00	10/31/14	1.500%		8,407.50	10/31/14
9.								
10.								
11.								
12.								
13.								
14.								
15.								
16.								
17.								
<b>Total</b>	<b>\$1,824,000.00</b>		<b>\$1,824,000.00</b>				<b>\$27,360.00</b>	

80051-01

80051-02

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

**Memo:** Type I 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 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)**

## DEBT SERVICE SCHEDULE FOR ASSESSMENT NOTES

NOT APPLICABLE

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.								
16.								
17.								
<b>Total</b>								

Sheet 34

80051-01

80051-02

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

Assessment Notes with an original date of issue of December 31, 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 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	Contracts Payable Cancelled	Expended	Authorizations Canceled	Balance - December 31, 2013	
	Funded	Unfunded					Funded	Unfunded
1588 Handicapped Curb Cuts	\$29,908.20						\$29,908.20	
1591- Fuel Storage Tanks	1,280.16	\$786.00			\$1,930.00			\$136.16
1594-ADA Compliant Equipment	41,997.64				2,500.00		39,497.64	
1765 - Acq. & Install. Of Public Safety Commun. System	37,852.14				7,701.05			30,151.09
1956 - Drainage & Stormwater Imprv. Various Locations		21,215.81			10,600.00			\$10,615.81
1991 - Improve. To Goffle Hill Road and Sicomac Road Sewage Pumping Station	3.00				3.00			
2032 Rehabilitation of Substandard Housing	1,335.16	\$100.00					1,335.16	100.00
2043 - Sanitary Sewer Main Improvements	\$112,916.75						112,916.75	
2044/2057 - Library Roof Repairs		21,911.72						21,911.72
2046 - Various Road Reconstruction, Curbing, Resurfacing, and Drainage	66,073.87						66,073.87	
2048 - Reconstruction, Resurfacing, Drainage, Driveway Aprons, Curb & Sidewalk Improvements-Mohawk	19,133.76	134,750.00			312.00		18,821.76	134,750.00
2062-Road Reconstruction, Curb & Drainage	4,820.06				4,352.74		467.32	
2067/2078 Road Reconstruction, Curb & Drainage-Forest	24,187.55	23,750.00			2,216.13		21,971.42	23,750.00
2068 Improvements at NYS & W Railroad Crossing	52,705.28				6,802.00		45,903.28	

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	Contracts Payable Cancelled	Expended	Authorizations Canceled	Balance - December 31, 2013	
	Funded	Unfunded					Funded	Unfunded
2073 Installation of Lighting at Wagaraw Field		\$13,978.64			\$10,776.00			\$3,202.64
1989 - Imprv., Curbing & Other Imprv. Brockhuizen Lane	\$10,280.00						\$10,280.00	
2009 Sidewalk Improvements- Various Streets	124,359.63						124,359.63	
2047 - Reconstruction of Sidewalks and Driveway								
Aprons - Pasedena & Mohawk	20,911.40	44,000.00			40.56		20,870.84	44,000.00
2063/2070 Reconstruction of Sidewalks & Curbing	488.07				488.07			
2081 - '13 Road Program			\$774,091.00		727,331.62			46,759.38
2082/2094 - Local Improvements			95,000.00		91,526.27			3,473.73
2083 - Purchase of Dump Truck			200,000.00		196,376.75			3,623.25
2095 - May Street Road Improvements			276,553.00		268,384.20			8,168.80
2096 - Sanitary Sewer line Improvements			100,000.00		85,325.88			14,674.12
2100 - Acquisition of Fire Department Capital Equipment			590,000.00		551,817.89			38,182.11
2101 - Property Buy-outs CDBG-DR			1,100,000.00		5,617.74		815,382.26	279,000.00
2102 - NJDOT Streetscape			950,000.00		1,046.64		598,953.36	350,000.00
Total	\$548,252.67	\$260,492.17	\$4,085,644.00		\$1,975,148.54		\$1,906,741.49	\$1,012,498.81

Sheet 35a

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





# GENERAL CAPITAL FUND

## STATEMENT OF CAPITAL SURPLUS

YEAR - 2013

		Debit	Credit
Balance, January 1, 2013	80029-01	xxxxxxx	\$176,131.60
Premium on Sale of Bonds		xxxxxxx	
Funded Improvement Authorizations Canceled		xxxxxxx	
Receipt on Fully Funded Ordinance			
Premium on Sale of Notes			12,750.00
Prior Year Receipt Adjustment		109,949.00	
Appropriated to Finance Improvement Authorizations	80029-02		xxxxxxx
Appropriated to 2012 Budget Revenue	80029-03		xxxxxxx
Balance December 31, 2013	80029-04	78,932.60	xxxxxxx
		\$188,881.60	\$188,881.60

NOT APPLICABLE

### BONDS ISSUED WITH A COVENANT OR COVENANTS

1. Amount of Serial Bonds Issued Under Provisions of Chapter 233, P.L. 1934, chapter 268, P.L. 1934, Chapter 428, P.L. 1933 or Chapter 77, Article VI-A, P.L. 1935, with Covenant or Covenants; Outstanding December 31, 2012 \$ \_\_\_\_\_
  
2. Amount of Cash in Special Trust Fund as of December 31, 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   | \$ | <u>64,817,270.48</u> |
| 2. Amount of Item 1 Collected in 2013 (*) | \$ | <u>63,683,298.32</u> |
| 3. Seventy (70) percent of Item 1         | \$ | <u>45,372,089.34</u> |
- (\*) 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, 2013?  
 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 years just ended? Answer YES or NO:       NO

- D.
- |  |  |                      |
|--|--|----------------------|
| 1. Cash Deficit 2012   |  | <u>      N      </u> |
| 2. 4% of 2012 Tax Levy for all purposes:<br>Levy -- \$ _____ |  | <u>      O      </u> |
| 3. Cash Deficit 2013   |  | <u>      N      </u> |
| 4. 4% of 2013 Tax Levy for all purposes:<br>Levy -- \$ _____ |  | <u>      E      </u> |

E.	Unpaid	<u>2012</u>	<u>2013</u>	<u>Total</u>
1. State Taxes		\$ _____	\$ _____	\$ _____
2. County Taxes		\$ _____	\$ 34,857.12	\$ 34,857.12
3. Amounts due Special Districts		\$ _____	\$ _____	\$ _____
4. Amounts due School Districts for Regional School Tax		\$ _____	\$ 8,875,095.00	\$ 8,875,095.00

**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 on Sheet 2.







## ANALYSIS OF WATER UTILITY ASSESSMENT TRUST CASH AND INVESTMENTS PLEGDED TO LIABILITIES AND SURPLUS

NOT APPLICABLE

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2012	RECEIPTS					Disbursements	Balance Dec. 31, 2013
		Assessments and Liens	Operating Budget					
Assessment Serial Bond Issues:	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx
Assessment Bond Anticipation Note Issues:	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx
Other Liabilities								
Trust Surplus								
*Less Assets "Unfinanced"	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx

Sheet 43

\*Show as red figure

# SCHEDULE OF WATER UTILITY BUDGET - 2013

## BUDGET REVENUES

Source		Budget	Received in Cash	Excess or (Deficit)
Operating Surplus Anticipated	91301-	\$175,482.00	\$175,482.00	
Operating Surplus Anticipated with Consent of Director of Local Govt. Services	91302-			
Rents	91303-	2,660,000.00	2,608,056.86	(\$51,943.14)
Fire Hydrant Service	91304-	89,100.00	108,750.00	19,650.00
Miscellaneous	91305-	44,000.00	20,059.46	(23,940.54)
Added by N.J.S. 40A:4-87: (List)		xxxxxxx	xxxxxxx	xxxxxxx
Subtotal		2,968,582.00	2,912,348.32	(56,233.68)
Deficit (General Budget) **	91306-			
	91307-	\$2,968,582.00	\$2,912,348.32	(\$56,233.68)

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

## STATEMENT OF BUDGET APPROPRIATIONS

Appropriations:	xxxxxxx
Adopted Budget	\$2,968,582.00
Added by N.J.S. 40A:4-87	
Emergency	
<b>Total Appropriations</b>	<b>2,968,582.00</b>
Add: Overexpenditures (See Footnote)	
<b>Total Appropriations and Overexpenditures</b>	<b>2,968,582.00</b>
Deduct Expenditures:	
Paid or Charged	\$2,761,935.85
Reserved	185,517.19
Surplus (General Budget) **	
<b>Total Expenditures</b>	<b>2,947,453.04</b>
<b>Unexpended Balance Canceled (See Footnote)</b>	<b>\$21,128.96</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".

# STATEMENT OF 2013 OPERATION

## WATER UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2013 Water 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:  
NOT APPLICABLE**

Revenue Realized:	XXXXXXXX	
Budget Revenue (Not Including "Deficit (General Budget)")		
Miscellaneous Revenue Not Anticipated		
2012 Appropriation Reserves Canceled*		
Total Revenue Realized		
Expenditures:	XXXXXXXX	
Appropriations (Not Including "Surplus (General Budget)")	XXXXXXXX	
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)**		
Balance of "Results of 2013 Operation"		
Remainder = ("Excess in Operations" - Sheet 46)		
Deficit		
Anticipated Revenue - Deficit (General Budget)**		
Balance of "Results of 2013 Operation"		
Remainder = ("Operating Deficit - to Trial Balance" - Sheet 46)		

**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 Utility for 2012:

2012 Appropriation Reserves Canceled in 2013	\$64,482.70	
Less: Anticipated Deficit in 2012 Budget - Amount Received and Due from Current Fund - If none, enter "None"		
* Excess (Revenue Realized)		\$64,482.70

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

## RESULTS OF 2013 OPERATIONS - WATER UTILITY

	Debit	Credit
Excess in Anticipated Revenues	xxxxxxxxx	
Unexpended Balances of Appropriations	xxxxxxxxx	21,128.96
Miscellaneous Revenue Not Anticipated	xxxxxxxxx	4,935.07
Unexpended Balances of 2012 Appropriation Reserves *	xxxxxxxxx	64,482.70
Deficit in Anticipated Revenue	\$56,233.68	xxxxxxxxx
Refund of Prior Year Revenue		xxxxxxxxx
Operating Deficit - to Trial Balance	xxxxxxxxx	
Excess in Operations - to Operating Surplus	\$34,313.05	xxxxxxxxx
	<b>\$90,546.73</b>	<b>90,546.73</b>

\* See restriction in amount on Sheet 45, SECTION 2

## OPERATING SURPLUS - WATER UTILITY

	Debit	Credit
Balance January 1, 2013	xxxxxxxxx	\$519,747.22
Excess in Results of 2013 Operations	xxxxxxxxx	34,313.05
Amount Appropriated in 2013 Budget - Cash	\$175,482.00	xxxxxxxxx
Amount Appropriated in 2013 Budget with Prior Written Consent of Director of Local Government Services		xxxxxxxxx
Balance December 31, 2013	378,578.27	xxxxxxxxx
	<b>\$554,060.27</b>	<b>\$554,060.27</b>

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

Cash		\$696,964.91
Investments		
Interfund Accounts Receivable		
Subtotal		696,964.91
Deduct Cash Liabilities Marked with "C" on Trial Balance		323,518.14
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		373,446.77
Other Assets Pledged to Operating Surplus *		
Deferred Charges #		
Operating Deficit #	5,131.50	
Total Other Assets		5,131.50
# MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2014 BUDGET.		
* In the case of a "Deficit in Operating Surplus Cash",		\$378,578.27
"Other Assets" would be also pledged to cash liabilities.		

## SCHEDULE OF WATER UTILITY ACCOUNTS RECEIVABLE

Balance December 31, 2012		<u>\$411,109.26</u>
Increased by:		
Water Rents Levied		<u>2,781,179.45</u>
Decreased by:		
Collections	<u>\$2,601,489.64</u>	
Overpayments applied	<u>6,567.22</u>	
Transfer to Water Liens	<u>                    </u>	
Other	<u>148.50</u>	
		<u>2,608,205.36</u>
Balance December 31, 2013		<u>\$584,083.35</u>

NOT APPLICABLE

## SCHEDULE OF WATER UTILITY LIENS

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

# DEFERRED CHARGES

- MANDATORY CHARGES ONLY -

## WATER UTILITY FUND

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

<u>Caused By</u>	Amount Dec. 31, 2012 per Audit Report	Amount in 2013 Budget	Amount Resulting from 2013	Balance as at Dec. 31, 2013
1. Emergency Authorization -	\$ _____	\$ _____	\$ _____	\$ _____
2. Operating Deficit	\$ 5,131.50	\$ _____	\$ _____	\$ 5,131.50
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>
NOT APPLICABLE		
1. _____	_____	\$ _____
2. _____	_____	\$ _____
3. _____	_____	\$ _____
4. _____	_____	\$ _____
5. _____	_____	\$ _____

### JUDGMENTS 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 2014</u>
NOT APPLICABLE				
1. _____	_____	_____	\$ _____	_____
2. _____	_____	_____	\$ _____	_____
3. _____	_____	_____	\$ _____	_____
4. _____	_____	_____	\$ _____	_____

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

**WATER UTILITY ASSESSMENT BONDS**

NOT APPLICABLE

	Debit	Credit	2014 Debt Service
Outstanding January 1, 2013	xxxxxxxx		
Issued	xxxxxxxx		
Paid		xxxxxxx	
Outstanding December 31, 2013		xxxxxxx	
2014 Bond Maturities - Assessment Bonds			\$
2014 Interest on Bonds*		\$	

**WATER UTILITY CAPITAL BONDS**

Outstanding January 1, 2013	xxxxxxx	\$1,569,000.00	
Issued	xxxxxxx		
Paid	\$110,000.00	xxxxxxx	
Bonds Refunded			
Outstanding, December 31, 2013.	1,459,000.00	xxxxxxx	
	\$1,569,000.00	\$1,569,000.00	
2014 Bond Maturities - Capital Bonds			\$ 115,000.00
2014 Interest on Bonds*		\$ 35,800.00	

**INTEREST ON BONDS - WATER UTILITY BUDGET**

2014 Interest on Bonds (*Items)	\$ 35,800.00	
Less: Interest Accrued to 12/31/13 (Trial Balance)	\$ 12,143.00	
Subtotal	\$ 23,657.00	
Add: Interest to be Accrued as of 12/31/14	\$ 11,547.00	
Required Appropriation 2014	\$ 35,204.00	

**LIST OF BONDS ISSUED DURING 2013**

NOT APPLICABLE

Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate

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

**WATER UTILITY NJ EIT LOAN**

	Debit	Credit	2014 Debt Service
Outstanding January 1, 2013	xxxxxxxxx	\$1,430,755.64	
Issued	xxxxxxxxx		
Paid	\$139,604.12	xxxxxxx	
Outstanding December 31, 2013	1,291,151.52	xxxxxxx	
	1,430,755.64	1,430,755.64	
2014 Loan Maturities - Assessment Loans			\$ 145,517.09
2014 Interest on Loans*		\$ 40,857.50	

**WATER UTILITY CAPITAL LOANS**

<b>NOT APPLICABLE</b>			
Outstanding January 1, 2013	xxxxxxx		
Issued	xxxxxxx		
Paid		xxxxxxx	
Outstanding, December 31, 2013		xxxxxxx	
2014 Loan Maturities - Capital Loans			\$
2014 Interest on Loans*		\$	

**INTEREST ON LOANS - WATER UTILITY BUDGET**

2014 Interest on Loans (*Items)	\$ 40,857.50	
Less: Interest Accrued to 12/31/13 (Trial Balance)	\$ 11,785.00	
Subtotal	\$ 29,072.50	
Add: Interest to be Accrued as of 12/31/14	\$ 15,399.61	
Required Appropriation 2014		\$ 44,472.11

**LIST OF LOANS ISSUED DURING 2013**

<b>NOT APPLICABLE</b>				
Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate

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

NOT APPLICABLE

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 Computer to (Interest Date)
						For Principal	For Interest **	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
Total								

Sheet 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 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.

INTEREST ON NOTES - WATER UTILITY BUDGET	
2014 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

NOT APPLICABLE

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.								
Total								

Sheet 51

**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".

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



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

	Debit	Credit
Balance January 1, 2013	xxxxxxxx	\$3,851.00
Received from 2013 Budget Appropriation *	xxxxxxxx	
	xxxxxxxx	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	xxxxxxxx	
List by Improvements - Direct Charges Made for Preliminary Costs:	xxxxxxxx	xxxxxxxx
		xxxxxxxx
Appropriated to Finance Improvement Authorizations		xxxxxxxx
		xxxxxxxx
Balance December 31, 2013	3,851.00	xxxxxxxx
	<b>\$3,851.00</b>	<b>\$3,851.00</b>

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

NOT APPLICABLE	Debit	Credit
Balance January 1, 2013	xxxxxxxx	
Received from 2013 Budget Appropriation *	xxxxxxxx	
Received from 2013 Emergency Appropriation *	xxxxxxxx	
Appropriated to Finance Improvement Authorizations		xxxxxxxx
		xxxxxxxx
Balance December 31, 2013		xxxxxxxx

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









# ANALYSIS OF SEWER UTILITY ASSESSMENT TRUST CASH AND INVESTMENTS PLEGGED TO LIABILITIES AND SURPLUS

NOT APPLICABLE

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2012	RECEIPTS					Disbursements	Balance Dec. 31, 2013
		Assessments and Liens	Operating Budget					
Assessment Serial Bond Issues:	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx
Assessment Bond Anticipation Note Issues:	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx
Other Liabilities								
Trust Surplus								
*Less Assets "Unfinanced"	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx

Sheet 57

\*Show as red figure

# SCHEDULE OF SEWER UTILITY BUDGET - 2013

## BUDGET REVENUES

NOT APPLICABLE

Source		Budget	Received in Cash	Excess or (Deficit)
Operating Surplus Anticipated	91301-			
Operating Surplus Anticipated with Consent of Director of Local Govt. Services	91302-			
Rents	91303-			
Fire Hydrant Service	91304-			
Miscellaneous	91305-			
Added by N.J.S. 40A:4-87: (List)		xxxxxxx	xxxxxxx	xxxxxxx
Subtotal				
Deficit (General Budget) **	91306-			
	91307-			

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

## STATEMENT OF BUDGET APPROPRIATIONS

NOT APPLICABLE

Appropriations:			xxxxxxx
Adopted Budget			
Added by N.J.S. 40A:4-87			
Emergency			
Total Appropriations			
Add: Overexpenditures (See Footnote)			
Total Appropriations and Overexpenditures			
Deduct Expenditures:			
Paid or Charged			
Reserved			
Surplus (General Budget) **			
Total Expenditures			
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 BALANCES CANCELED

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

# STATEMENT OF 2013 OPERATION

## SEWER UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2013 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:**  
**NOT APPLICABLE**

Revenue Realized:	XXXXXXXX	
Budget Revenue (Not Including "Deficit (General Budget)")		
Miscellaneous Revenue Not Anticipated		
2012 Appropriation Reserves Canceled*		
Accrued Interest Canceled		
Total Revenue Realized		
Expenditures:	XXXXXXXX	
Appropriations (Not Including "Surplus (General Budget)")	XXXXXXXX	
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)**		
Balance of "Results of 2013 Operation"		
Remainder = ("Excess in Operations" - Sheet 46)		
Deficit		
Anticipated Revenue - Deficit (General Budget)**		
Balance of "Results of 2013 Operation"		
Remainder = ("Operating Deficit - to Trial Balance" - Sheet 46)		

**SECTION 2:**  
**NOT APPLICABLE**

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 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"		
* Excess (Revenue Realized)		

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

## RESULTS OF 2013 OPERATIONS - SEWER UTILITY

	Debit	Credit
<b>NOT APPLICABLE</b>		
Excess in Anticipated Revenues	XXXXXXXXXX	
Unexpended Balances of Appropriations	XXXXXXXXXX	
Miscellaneous Revenue Not Anticipated	XXXXXXXXXX	
Unexpended Balances of 2012 Appropriation Reserves *	XXXXXXXXXX	
Accrued Interest Canceled		
Deficit in Anticipated Revenue		XXXXXXXXXX
Refund of Prior Year Revenue		XXXXXXXXXX
Operating Deficit - to Trial Balance	XXXXXXXXXX	
Excess in Operations - to Operating Surplus		XXXXXXXXXX
* See restriction in amount on Sheet 45, SECTION 2		

## OPERATING SURPLUS - SEWER UTILITY

NOT APPLICABLE

	Debit	Credit
Balance January 1, 2013	XXXXXXXXXX	
Excess in Results of 2013 Operations	XXXXXXXXXX	
Amount Appropriated in 2013 Budget - Cash		XXXXXXXXXX
Amount Appropriated in 2013 Budget with Prior Written Consent of Director of Local Government Services		XXXXXXXXXX
Balance December 31, 2013		XXXXXXXXXX

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

NOT APPLICABLE

Cash		
Investments		
Interfund Accounts Receivable		
Subtotal		
Deduct Cash Liabilities Marked with "C" on Trial Balance		
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		
Other Assets Pledged to Operating Surplus *		
Deferred Charges #		
Operating Deficit #		
Total Other Assets		

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

\* In the case of a "Deficit in Operating Surplus Cash",

"Other Assets" would be also pledged to cash liabilities.

# SCHEDULE OF SEWER UTILITY ACCOUNTS RECEIVABLE

**NOT APPLICABLE**

Balance January 1, 2013		_____
Increased by:		
Sewer Rents Levied		_____
Decreased by:		
Collections	_____	
Overpayments applied	_____	
Transfer to Sewer Liens	_____	
Other	_____	
		_____
Balance December 31, 2013		_____

# SCHEDULE OF SEWER UTILITY LIENS

**NOT APPLICABLE**

Balance January 1, 2013		_____
Increased by:		
Transfers from Accounts Receivable	_____	
Penalties and Costs	_____	
Other	_____	
		_____
Decreased by:		
Collections	_____	
Other	_____	
		_____
Balance December 31, 2013		_____

# 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.)

NOT APPLICABLE

<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. _____	\$ _____	\$ _____	\$ _____	\$ _____
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

NOT APPLICABLE

	<u>Date</u>	<u>Purpose</u>	<u>Amount</u>
1.	_____	_____	\$ _____
2.	_____	_____	\$ _____
3.	_____	_____	\$ _____
4.	_____	_____	\$ _____
5.	_____	_____	\$ _____

### JUDGMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED

NOT APPLICABLE

	<u>In favor of</u>	<u>On Account of</u>	<u>Date Entered</u>	<u>Amount</u>	<u>Appropriated for In Budget of Year 2014</u>
1.	_____	_____	_____	\$ _____	_____
2.	_____	_____	_____	\$ _____	_____
3.	_____	_____	_____	\$ _____	_____
4.	_____	_____	_____	\$ _____	_____

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

NOT APPLICABLE

	Debit	Credit	2014 Debt Service
Outstanding January 1, 2013	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXX	
Outstanding December 31, 2013		XXXXXXX	
2013 Bond Maturities - Assessment Bonds			\$
2013 Interest on Bonds*		\$	

**SEWER UTILITY CAPITAL BONDS**

Outstanding January 1, 2013	XXXXXXX		
Issued	XXXXXXX		
Paid		XXXXXXX	
Outstanding December 31, 2013		XXXXXXX	
2014 Bond Maturities - Capital Bonds			\$
2014 Interest on Bonds*		\$	

**INTEREST ON BONDS - SEWER UTILITY BUDGET**

NOT APPLICABLE

2014 Interest on Bonds (*Items)	\$	
Less: Interest Accrued to 12/31/12 (Trial Balance)	\$	
Subtotal	\$	
Add: Interest to be Accrued as of 12/31/13	\$	
Required Appropriation 2014		\$

**LIST OF BONDS ISSUED DURING 2013**

NOT APPLICABLE

Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2014 DEBT SERVICE FOR LOANS  
WASTEWATER TREATMENT TRUST LOAN**

	Debit	Credit	2014 Debt Service
<b>NOT APPLICABLE</b>			
Outstanding January 1, 2013	xxxxxxxxx		
Issued	xxxxxxxxx		
Paid		xxxxxxx	
Outstanding December 31, 2013		xxxxxxx	
2014 Trust Loan - Principal			\$
2014 Interest on Loans*		\$	

**WASTEWATER TREATMENT FUND LOAN**

Outstanding January 1, 2013	xxxxxxx		
Issued	xxxxxxx		
Paid		xxxxxxx	
Outstanding December 31, 2013		xxxxxxx	
2014 Trust Loan - Principal			\$
2014 Interest on Loans*		\$	

**INTEREST ON LOANS - SEWER UTILITY BUDGET**

<b>NOT APPLICABLE</b>		
2014 Interest on Loans (*Items)	\$	
Less: Interest Accrued to 12/31/12 (Trial Balance)	\$	
Subtotal	\$	
Add: Interest to be Accrued as of 12/31/13	\$	
Required Appropriation 2014		\$

**LIST OF LOANS ISSUED DURING 2013**

<b>NOT APPLICABLE</b>				
Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate

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

NOT APPLICABLE

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 Computer to (Interest Date)
						For Principal	For Interest **	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
Total								

Sheet 64

**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.

INTEREST ON NOTES - SEWER UTILITY BUDGET	
2014 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

NOT APPLICABLE

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.								
Total								

Sheet 65

**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".

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

## SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

NOT APPLICABLE

Purpose	Amount of Lease Obligation Outstanding Dec. 31, 2013	2014 Budget Requirement	
		For Principal	For Interest
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
<b>Total</b>			



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

NOT APPLICABLE

	Debit	Credit
Balance January 1, 2013	xxxxxxxx	
Received from 2013 Budget Appropriation *	xxxxxxxx	
	xxxxxxxx	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	xxxxxxxx	
List by Improvements - Direct Charges Made for Preliminary Costs:	xxxxxxxx	xxxxxxxx
		xxxxxxxx
Appropriated to Finance Improvement Authorizations		xxxxxxxx
		xxxxxxxx
Balance December 31, 2013		xxxxxxxx
	\$0.00	\$0.00

**SEWER UTILITY CAPITAL FUND**

**SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS**

NOT APPLICABLE

	Debit	Credit
Balance January 1, 2013	xxxxxxxx	
Received from 2013 Budget Appropriation *	xxxxxxxx	
Received from 2013 Emergency Appropriation *	xxxxxxxx	
Appropriated to Finance Improvement Authorizations		xxxxxxxx
		xxxxxxxx
Balance December 31, 2013		xxxxxxxx

\* 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".

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1c.	Municipal Budget Local Examination Certification
1d.	Report of Federal and State Financial Assistance Expenditures of Awards
2.	Instructions and Certification
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4.	Trial Balance - Public Assistance Fund
5.	Trial Balance - Federal and State Funds
6, 6a & 6c.	Trial Balance - Trust Funds / Schedule of Trust Fund Deposits & Reserves
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32.	Summary Statement of Debt Service Requirements - School Type I and Current
33.	Debt Service for Notes (Other than Assessment Notes)
34.	Debt Service for Assessment Notes
34a.	Schedule of Capital Lease Program Obligations
35. - 35c.	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

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42. & 56.	Trial Balance - Utility Assessment Trust Funds
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