

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

POPULATION LAST CENSUS 8,645  
NET VALUATION TAXABLE 2012 \$1,628,911,681  
MUNICODE 247

**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.

**Borough of Park Ridge, County of Bergen**

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

	Date	Examined By:
1		Preliminary Check
2		Examined

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

Signature \_\_\_\_\_

Title: Registered Municipal Accountant

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

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**REQUIRED CERTIFICATION BY THE 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 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, Colleen A. Ennis, am the Chief Financial Officer, License #N-0520 of the Borough of Park Ridge, County of Bergen, and that the statements annexed hereto and made a part hereof are true statements of the financial condition of the Local Unit as of 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/Treasurer/Tax Collector

Address 55 Park Avenue, Park Ridge, NJ 07656

Phone Number (201) 573-1800

Fax Number (201) 391-7130

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.

**BOROUGH OF PARK RIDGE**

**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 Borough of Park Ridge 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, no matters came to my attention that caused me to believe that the Annual Financial Statement for the year ended December 31, 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, 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

Lerch, Vinci, and Higgins, LLP  
17-17 Route 208 North  
Fair Lawn, New Jersey 07410  
Phone (201) 791-7100  
Fax (201) 791-3035

Certified by me

this 27<sup>th</sup> day of February, 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: \_\_\_\_\_

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

Certificate #: 005698 \_\_\_\_\_

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

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

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

**CERTIFICATION OF QUALIFYING MUNICIPALITY**

1. The outstanding indebtedness of the previous fiscal year is **not in excess of 3.5%**.
2. All emergencies approved for the previous fiscal year **did not exceed 3%** of total appropriations;
3. The tax collection rate **exceeded 90%**;
4. Total deferred charges **did not equal or exceed 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 Transitional 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: Borough of Park Ridge

Chief Financial Officer: Colleen A. Ennis

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

Certificate #: N- 0520

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: \_\_\_\_\_

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

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

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

22-6002188

Fed. I.D. #

Borough of Park Ridge

Municipality

Bergen

County

**Report of Federal and State Financial Assistance**

**Expenditures of Awards**

Fiscal Year Ending: 2012

	(1) Federal programs Expended (administered by the state)	(2) State Programs Expended	(3) Other Federal Programs Expended
TOTAL	_____	\$ 14,586	\$ 14,396

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

\_\_\_\_\_ Single Audit

\_\_\_\_\_ Program Specific Audit

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

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

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

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

\_\_\_\_\_  
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 \$\_\_\_\_\_.

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

**PARK RIDGE**

\_\_\_\_\_  
MUNICIPALITY

**BERGEN**

\_\_\_\_\_  
COUNTY



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

**POST CLOSING  
TRIAL BALANCE - CURRENT FUND (CONT'D)**

AS AT DECEMBER 31, 2012

*Cash Liabilities Must be Subtotaled and Subtotal Must be Marked with "C" -- Taxes Receivable Must be Subtotaled*

Title of Account	Debit	Credit
	\$ 4,183,837	
Appropriated Reserves		\$ 742,138
Encumbrances Payable		300,066
Accounts Payable		79,225
Prepaid Taxes		198,147
Tax Overpayments		12,194
County Taxes Payable		6,324
Due to Water Utility Operating Fund		34,568
Due to Electric Utility Operating Fund		37,388
Due to State Senior Citizen and Veteran Deductions		726
Fees Payable		2,384
Reserve for:		
Tax Appeals		282,300
Planning Consultant		6,250
Hurricane Irene - Emergency Appropriation		56,246
Outside Lien Holder		2,097
Appropriated Grant Reserves		89,553
Unappropriated Grant Reserves		61,347
Total Cash Liabilities		1,910,953 "C"
Emergency Notes		576,000
Total Liabilities		2,486,953
Reserve for Receivable		459,581
Fund Balance	-	1,237,303
	\$ 4,183,837	\$ 4,183,837

(Do not crowd - add additional sheets)











## Schedule of Trust Fund Reserves

Purpose	Amount Dec. 31, 2011 per Audit Report	Receipts	Disbursements	Balance as at Dec. 31, 2012
1. <u>Developers Escrow</u>	\$ 323,678	\$ 312,538	134,740	\$ 501,476
2. <u>Payroll Deduction Payable</u>	173,933	2,360,554	2,363,430	171,057
3. <u>Fire Prevention-Penalty</u>	21,816	1,630	9,780	13,666
4. <u>DARE</u>	26,645	14,405	30,097	10,953
5. <u>Recreation Fees</u>	31,801	81,036	112,837	-
6. <u>POAA</u>	892	142	321	713
7. <u>Tax Sale Premiums</u>	41,280	43,000	33,400	50,880
8. <u>Legal Advertising Dep.</u>	7,291	2,919	306	9,904
9. <u>Fuel Depot</u>	10,459	340,325	297,559	53,225
10. <u>Reserve for O/S Police</u>	19,074	159,265	169,429	8,910
11. <u>Sprint Security Deposit</u>	7,200			7,200
12. <u>Snow Removal</u>		10,000		10,000
13. <u>Miscellaneous</u>	77,691	13,180	15,625	75,246
14. _____				
15. _____				
16. _____				
17. _____				
18. _____				
19. _____				
20. _____				
21. _____				
22. _____				
23. _____				
24. _____				
25. _____				
26. _____				
27. _____				
28. _____				
29. _____				
30. _____				
<b>Totals:</b>	\$ 741,760	\$ 3,338,994	\$ 3,167,524	\$ 913,230

# 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	XXXXXX	XXXXXX		
Assessment Serial Bond Issues:	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
<b>NOT APPLICABLE</b>							
Assessment Bond Anticipation Note Issues:	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
Other Liabilities							
Trust Surplus							
*Less Assets "Unfinanced"	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX

\*Show as red figure





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

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

<b>CURRENT</b>			
TD Bank North	\$	5,344,054	
MBIA Class		5,235	
	\$	5,349,289	
<b>GENERAL CAPITAL</b>			
TD Bank North	\$	112,057	
MBIA Class		15,865	
	\$	127,922	
<b>OTHER TRUST</b>			
TD Bank	\$	840,843	
TD Bank - Other		1,083	
Bank of America - Payroll Agency		130,672	
Bank of America - Payroll Account		140,463	
	\$	1,113,061	
<b>UTILITY TRUST</b>			
Wells Fargo		526,471	
Wells Fargo		174,988	
	\$	701,459	
<b>WATER UTILITY OPERATING</b>			
Wells Fargo	\$	2,373,871	
	\$	2,373,871	
<b>ELECTRIC UTILITY OPERATING</b>			
Wells Fargo	\$	2,387,404	
	\$	2,387,404	
<b>SWIM POOL OPERATING</b>			
Wells Fargo	\$	270,998	
	\$	270,998	
<b>UNEMPLOYMENT TRUST</b>			
Wells Fargo	\$	81,412	
	\$	81,412	
<b>Subtotal</b>		\$	12,405,416

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 APPROPRIATED RESERVES FOR  
FEDERAL AND STATE GRANTS**

Grant	Balance January 1, 2012	Transferred from 2012		Transferred from 2011 Appropriation Reserves	Expended	Cancelled	Balance Dec. 31, 2012
		Budget	Appropriation By 40A:4-87				
<b>State of New Jersey:</b>							
Municipal Alliance on Alcoholism and Drug Abuse	\$ 16,451						\$ 16,451
Drunk Driving Enforcement	181						181
Recycling Tonnage	8,807			\$ 19,395			28,202
Click it or Ticket	3,659						3,659
Alcohol Ed. and Rehab. - DWI Court	1,059			704			1,763
Bergen County Recycling Grant	5,909						5,909
Domestic Violence	2,178						2,178
Police Hazardous Emergency Grant	2,406						2,406
Body Armor Replacement Fund	484			2,009			2,493
Stormwater Planning Grant	3,117				3,117		0
Clean Communities Grant	14,112			7,799			21,911
SNJ - Over the Limit Under Arrest	4,400						4,400
<b>Sub- Total</b>	<b>\$ 62,763</b>	<b>-</b>	<b>-</b>	<b>\$ 29,907</b>	<b>\$ 3,117</b>	<b>\$ -</b>	<b>\$ 89,553</b>

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

Grant	Balance January 1, 2012	Transferred To 2012		Received	Balance Dec. 31, 2012
		Budget	Appropriation By 40A:4-87		
Clean Communities	\$ 14,305	\$ 14,305		\$ 14,110	\$ 14,110
Recycling Tonnage	11,315	11,315		11,252	11,252
Alcohol Education and Rehabilitation	323	323		540	540
Body Armor	1,948	1,948		1,989	1,989
Municipal Alliance	711	711		5,681	5,681
Over the Limit Under Arrest	2,806	2,806			-
Bergen County Green Team Clean Up				25,600	25,600
SNJ Highway Safety				2,175	2,175
Totals	\$ 31,408	\$ 31,408	-	\$ 61,347	\$ 61,347

## \*LOCAL DISTRICT SCHOOL TAX

	Debit	Credit
Balance January 1, 2012	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85001-00	XXXXXXXXXX	
School Tax Deferred (Not in excess of 50% of Levy - 2011 - 2012) 85002-00	XXXXXXXXXX	
Levy School Year July 1, 2012 - June 30, 2013	XXXXXXXXXX	
Levy Calendar Year 2012	XXXXXXXXXX	\$ 24,310,114
Paid	\$ 24,310,114	XXXXXXXXXX
Balance December 31, 2012	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85003-00	-	XXXXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2012 - 2013) 85004-00		XXXXXXXXXX
	\$24,310,114	\$24,310,114

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

# Must include unpaid requisitions.

## MUNICIPAL OPEN SPACE TAX

	Debit	Credit
Balance January 1, 2012 85045-00	XXXXXXXXXX	\$ 618,766
2012 Levy 81105-00	XXXXXXXXXX	
2012 Added Taxes		
Interest on Investments	XXXXXXXXXX	
Prior Year Grant Reimbursement		
Expenditures	\$ 234,404	XXXXXXXXXX
Balance December 31, 2012 85046-00	384,362	XXXXXXXXXX
	\$ 618,766	\$ 618,766

# REGIONAL SCHOOL TAX

(Provide a separate statement for each Regional District involved)

NOT APPLICABLE	Debit	Credit
Balance January 1, 2012	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85031-00	XXXXXXXXXX	
School Tax Deferred (Not in excess of 50% of Levy - 2011 - 2012) 85032-00	XXXXXXXXXX	
Levy School Year July 1, 2012 - June 30, 2013	XXXXXXXXXX	
Levy Calendar Year 2012	XXXXXXXXXX	
Paid		XXXXXXXXXX
Balance December 31, 2012	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85033-00		XXXXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2012 - 2013) 85034-00		XXXXXXXXXX
#Must include unpaid requisitions.		

# Must include unpaid requisitions.

# REGIONAL HIGH SCHOOL TAX

NOT APPLICABLE	Debit	Credit
Balance January 1, 2012	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85041-00	XXXXXXXXXX	
School Tax Deferred (Not in excess of 50% of Levy - 2011 - 2012) 85042-00	XXXXXXXXXX	
Levy School Year July 1, 2012 - June 30, 2013	XXXXXXXXXX	
Levy Calendar Year 2012	XXXXXXXXXX	
Paid		XXXXXXXXXX
Balance December 31, 2012	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable/(Prepaid) # 85043-00		
School Tax Deferred (Not in excess of 50% of Levy - 2012 - 2013) 85044-00		XXXXXXXXXX
#Must include unpaid requisitions.	\$ -	\$ -

## COUNTY TAXES PAYABLE

	Debit	Credit
Balance January 1, 2012	XXXXXXXXXX	XXXXXXXXXX
County Taxes 80003-01	XXXXXXXXXX	
Due County for Added and Omitted Taxes 80003-02	XXXXXXXXXX	\$ 5,629
2012 Levy:	XXXXXXXXXX	
General County 80003-03	XXXXXXXXXX	3,961,290
County Library 80003-04	XXXXXXXXXX	XXXXXXXXXX
County Health	XXXXXXXXXX	XXXXXXXXXX
County Open Space Preservation	XXXXXXXXXX	45,554
Due County for Added and Omitted Taxes 80003-05	XXXXXXXXXX	6,324
Paid	\$ 4,012,473	XXXXXXXXXX
Balance December 31, 2012	XXXXXXXXXX	XXXXXXXXXX
County Taxes		XXXXXXXXXX
Due to County for Added and Omitted Taxes	6,324	
	\$ 4,018,797	\$ 4,018,797

## SPECIAL DISTRICT TAXES

NOT APPLICABLE		Debit	Credit
Balance January 1, 2012	80003-06	XXXXXXXXXX	XXXXXXXXXX
2012 Levy: (List Each Type of District Tax Separately -see Footnote)		XXXXXXXXXX	
Fire -	81108-00	XXXXXXXXXX	
Sewer -	81111-00	XXXXXXXXXX	
Water -	81112-00	XXXXXXXXXX	
Garbage -	81109-00		XXXXXXXXXX
		XXXXXXXXXX	XXXXXXXXXX
		XXXXXXXXXX	XXXXXXXXXX
		XXXXXXXXXX	XXXXXXXXXX
Total 2012 Levy	80003-07		XXXXXXXXXX
Paid	80003-08		
Balance December 31, 2012	80003-09		XXXXXXXXXX

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	
			XXXXXXXXXX
Expended	80004-09		
Balance December 31, 2012	80004-10		

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

Balance January 1, 2012	80004-03	XXXXXXXXXX	
State Library Aid Received in 2012	80004-04	XXXXXXXXXX	
<b>NOT APPLICABLE</b>			
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)

Balance January 1, 2012	80004-05	XXXXXXXXXX	
State Library Aid Received in 2012	80004-06	XXXXXXXXXX	XXXXXXXXXX
<b>NOT APPLICABLE</b>			
Expended	80004-13		XXXXXXXXXX
Balance December 31, 2012	80004-14		

## RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

Balance January 1, 2012	80004-07	XXXXXXXXXX	
State Library Aid Received in 2012	80004-08	XXXXXXXXXX	
<b>NOT APPLICABLE</b>			
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-	\$ 650,000	\$ 650,000
Surplus Anticipated with Prior Written Consent of Director of Local Government	80102-		
Miscellaneous Revenue Anticipated:	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Adopted Budget		2,505,107	2,624,376
Added by N.J.S.A. 40A:4-87: (List on 17a)			\$ 119,269
Attached		129,566	129,566
Total Miscellaneous Revenue Anticipated	80103-	2,634,673	2,753,942
Receipts from Delinquent Taxes	80104-	200,000	247,607
Amount to be Raised by Taxation:	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
(a) Local Tax for Municipal Purposes	80105-	8,189,474	XXXXXXXXXXXXXX
(b) Addition to Local District School Tax	80106-		XXXXXXXXXXXXXX
(c) Minimum Library Tax		605,126	XXXXXXXXXXXXXX
Total Amount to be Raised by Taxation	80107-	8,794,600	8,814,323
		\$ 12,279,273	\$ 12,465,872
			\$ 186,599

## ALLOCATION OF CURRENT TAX COLLECTIONS

	Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22)	80108-00	XXXXXXXXXXXXXX
		\$ 36,627,605
Amount to be Raised by Taxation	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Local District School Tax	80109-00	\$24,310,114
Regional School Tax	80119-00	XXXXXXXXXXXXXX
Regional High School Tax	80110-00	XXXXXXXXXXXXXX
County Taxes	80111-00	4,006,844
Due County for Added and Omitted Taxes	80112-00	6,324
Special District Taxes	80113-00	XXXXXXXXXXXXXX
Municipal Open Space Tax	80120-00	0
Reserve for Uncollected Taxes	80114-00	XXXXXXXXXXXXXX
		510,000
Deficit in Required Collection of Current Taxes (or)	80115-00	XXXXXXXXXXXXXX
Balance for Support of Municipal Budget (or)	80116-00	8,814,323
*Excess Non-Budget Revenue (see footnote)	80117-00	XXXXXXXXXXXXXX
*Deficit Non-Budget Revenue (see footnote)	80118-00	XXXXXXXXXXXXXX
		\$37,137,605
		\$37,137,605

\*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	\$12,149,707
2012 Budget - Added by N.J.S. 40A:4-87	80012-02	129,566
Appropriated for 2012 (Budget Statement Item 9)	80012-03	12,279,273
Appropriated for 2012 by Emergency Appropriation (Budget Statement Item 9)	80012-04	150,000
Total General Appropriations (Budget Statement Item 9)	80012-05	12,429,273
Add Overexpenditures (see footnote)	80012-06	
Total Appropriations and Overexpenditures	80012-07	12,429,273
Deduct Expenditures:		
Paid or Charged [Budget Statement Item (L)]	80012-08	\$11,174,748
Paid or Charged - Res. for Uncollected Taxes	80012-09	510,000
Reserved	80012-10	742,138
Total Expenditures	80012-11	12,426,886
Unexpended Balances Canceled (see footnote)	80012-12	\$2,387

**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		<b>NOT</b>
N.J.S. 40A:4-46 (After adoption of Budget)		<b>APPLICABLE</b>
N.J.S. 40A:4-20 (Prior to adoption of Budget)		
Total Authorizations		
Deduct Expenditures		
Paid or Charged		
Reserved		
Total Expenditures		

# RESULTS OF 2012 OPERATION

## CURRENT FUND

		Debit	Credit
Excess of Anticipated Revenues:		XXXXXXXXXXXX	XXXXXXXXXXXX
Miscellaneous Revenues Anticipated	80013-01	XXXXXXXXXXXX	\$ 119,269
Delinquent Tax Collections	80013-02	XXXXXXXXXXXX	47,607
		XXXXXXXXXXXX	
Required Collection of Current Taxes	80013-03		19,723
Unexpended Balances of 2012 Budget Appropriations	80013-04	XXXXXXXXXXXX	2,387
Miscellaneous Revenue Not Anticipated	81113-	XXXXXXXXXXXX	242,390
Miscellaneous Revenue Not Anticipated Proceeds of Sale of Foreclosed Property (Sheet 27)	81114-	XXXXXXXXXXXX	
Payments in Lieu of Taxes on Real Property	81120-	XXXXXXXXXXXX	
Sale of Municipal Assets		XXXXXXXXXXXX	
Unexpended Balances of 2011 Appropriation Reserves	80013-05	XXXXXXXXXXXX	289,158
Cancel Prior Year Accounts Payable	80013-06	XXXXXXXXXXXX	20,872
Interfunds Liquidated in 2012		XXXXXXXXXXXX	70,442
Statutory Excess - Animal Control Fund		XXXXXXXXXXXX	1,739
		XXXXXXXXXXXX	
		XXXXXXXXXXXX	
Deferred School Tax Revenue: (See School Taxes, Sheets 13 & 14)		XXXXXXXXXXXX	XXXXXXXXXXXX
Balance - January 1, 2012	80013-07		XXXXXXXXXXXX
Balance - December 31, 2012	80013-08	XXXXXXXXXXXX	
Deficit in Anticipated Revenues:		XXXXXXXXXXXX	XXXXXXXXXXXX
Miscellaneous Revenues Anticipated	80013-09		XXXXXXXXXXXX
Delinquent Tax Collections	80013-10		XXXXXXXXXXXX
			XXXXXXXXXXXX
Required Collection of Current Taxes	80013-11		XXXXXXXXXXXX
2011 Senior Citizens Deductions Disallowed		250	XXXXXXXXXXXX
Other Accounts Receivable Created in 2012		5,404	XXXXXXXXXXXX
			XXXXXXXXXXXX
Deficit Balance - To Trial Balance (Sheet 3)	80013-13	XXXXXXXXXXXX	
Surplus Balance - To Surplus (Sheet 21)	80013-14	807,933	XXXXXXXXXXXX
		\$813,587	\$813,587



**SURPLUS - CURRENT FUND  
YEAR 2012**

		Debit	Credit
1. Balance - January 1, 2012	80014-01	XXXXXXXXXXXXXX	\$1,079,370
2.		XXXXXXXXXXXXXX	
3. Excess Resulting from 2012 Operations	80014-02	XXXXXXXXXXXXXX	807,933
4. Amount Appropriated in the 2012 Budget-Cash	80014-03	\$650,000	XXXXXXXXXXXXXX
5. Amount Appropriated in 2012 Budget with Prior Writ- ten Consent of Director of Local Government Services	80014-04		XXXXXXXXXXXXXX XXXXXXXXXXXXXX
6.			XXXXXXXXXXXXXX
7. Balance - December 31, 2012	80014-05	1,237,303	XXXXXXXXXXXXXX
		<b>\$1,887,303</b>	<b>\$1,887,303</b>

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

Cash	80014-06	\$3,012,330
Investments	80014-07	5,235
Change Fund/Petty Cash		1,125
Sub-Total		3,018,690
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08	1,910,953
Cash Surplus	80014-09	1,107,737
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	0
Cash Deficit #	80014-13	
Grants Receivable		129,566
Total Other Assets	80014-14	129,566
* 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.	80014-15	\$1,237,303

NOTE: Deferred charges for authorizations under N.J.S.A. 40A:4-55 (Tax Map, etc.), N.J.S. 40A:4-55 (Flood Damage, etc.) N.J.S. 40A:4-55.1 (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>\$37,122,898</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>58,588</u>
5a.	Subtotal 2012 Levy		\$	<u>\$37,181,486</u>
5b.	Reductions due to tax appeals**		\$	<u>                    </u>
5.	Total 2012 Levy	82106-00	\$	<u><u>37,181,486</u></u>
6.	Transferred to Tax Title Liens	82107-00	\$	<u>                    </u>
7.	Transferred to Foreclosed Property	82108-00	\$	<u>                    </u>
8.	Remitted, Abated or Canceled	82109-00	\$	<u>82,070</u>
9.	Discount Allowed	82110-00	\$	<u>                    </u>
10.	Collected in Cash: In 2011	82121-00		<u>\$258,866</u>
	In 2012 *	82122-00		<u>\$36,417,051</u>
	State's Share of 2012 Senior Citizens and Veterans Deductions allowed	82123-00		<u>\$101,688</u>
	R.E.A.P. Revenue	82124-00	\$	<u>                    </u>
	Total To Line 14	82111-00		<u>\$36,777,605</u>
11.	Total Credits			<u>36,859,675</u>
12.	Amount Outstanding - December 31, 2012	83120-00	\$	<u><u>321,811</u></u>
13.	Percentage of Cash Collections to Total 2012 Levy, (Item 10 divided by Item 5c) is			<u>98.91%</u>
	82112-00			

**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>36,777,605</u>
Less: Reserve for Tax Appeals Pending in State Division of Tax Appeals		\$	<u>150,000</u>
To Current Taxes Realized in Cash (Sheet 17)		\$	<u>36,627,605</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 Veteran 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/TAXLEVY 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**

**NOT APPLICABLE**

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

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**(2) Utilizing Tax Levy Sale**

**NOT APPLICABLE**

Total of Line 11 Collected in Cash ( Sheet 22).....	\$	_____
LESS: Proceeds from Tax Levy Sale ( excluding premium).....		_____
<b>Net Cash Collected.....</b>	<b>\$</b>	<b>_____</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.....		_____ %

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

	Debit	Credit
1. Balance - January 1, 2012	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Due From State of New Jersey	\$ 586	XXXXXXXXXXXXXX
Due to State of New Jersey	XXXXXXXXXXXXXX	
2. Sr. Citizens Deductions Per Tax Billings	11,250	XXXXXXXXXXXXXX
3. Veterans Deductions Per Tax Billings	91,500	XXXXXXXXXXXXXX
4. Senior Citizens/Veterans Deductions Allowed By Tax Collector	250	XXXXXXXXXXXXXX
5. Senior Citizens Deductions Allowed By Tax Collector-2011 Taxes		
6. Vet Deductions Allowed By Tax Collector - 2011 Taxes		
7. Sr. Citizens/Veterans Deductions Disallowed by Tax Collector	XXXXXXXXXXXXXX	\$ 1,312
8. Sr. Citizens Deductions Disallowed by Tax Collector 2011 Taxes	XXXXXXXXXXXXXX	250
9. Received in Cash from State	XXXXXXXXXXXXXX	102,750
10.		
11.		
12. Balance - December 31, 2012	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Due From State of New Jersey	XXXXXXXXXXXXXX	
Due To State of New Jersey	726	XXXXXXXXXXXXXX
	<b>\$104,312</b>	<b>\$104,312</b>

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

Line 2		\$11,250
Line 3		91,500
Line 4 & 6		250
Sub - Total		103,000
Less: Line 7		1,312
To Line 10, Sheet 22		<u>\$101,688</u>

# SCHEDULE OF RESERVE FOR TAX APPEALS PENDING - (NJSA 54:3-27)

	Debit	Credit
Balance January 1, 2012	XXXXXXXXXXXX	\$ 158,950
Taxes Pending Appeals	XXXXXXXXXXXX	XXXXXXXXXXXX
Interest Earned on Taxes Pending Appeals	XXXXXXXXXXXX	XXXXXXXXXXXX
0		
Contested Amount of 2012 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)	XXXXXXXXXXXX	150,000
Interest Earned on Taxes Pending State Appeals	XXXXXXXXXXXX	
2012 Budget Appropriation		80,000
Cash paid to Appellants (Including 5% Interest from Date of Payment)	\$ 106,650	XXXXXXXXXXXX
Closed to Results of Operations (Portion of Appeal won by Municipality, incl. Interest)		XXXXXXXXXXXX
Balance December 31, 2012	282,300	XXXXXXXXXXXX
Taxes Pending Appeals*	282,300	XXXXXXXXXXXX
Interest Earned on Taxes Pending Appeals	XXXXXXXXXXXX	XXXXXXXXXXXX
0		
* Includes State Tax Court and County Board of Taxation Appeals Not Adjusted by December 31, 2012	\$ 388,950	\$ 388,950

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

T-1458

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

\_\_\_\_\_  
Date

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

		YEAR 2013	YEAR 2012
1. Total General Appropriations for 2013 Municipal Budget Statement Item 8(L) (Exclusive of Reserve for Uncollected Taxes)	80015-	\$ 11,773,999	XXXXXXXXXX
2. Local District School Tax -	Actual 80016- ----- Estimate ** 80017-		\$ 24,310,114  XXXXXXXXXX
3. Regional School District Tax -	Actual 80025- ----- Estimate * 80026-		XXXXXXXXXX  0
4. Regional High School Tax School Budget	Actual 80018- ----- Estimate * 80019-	0	XXXXXXXXXX
5. County Tax -	Actual 80020- ----- Estimate * 80021-	4,213,826	XXXXXXXXXX
6. Special District Taxes -	Actual 80022- ----- Estimate * 80023-		XXXXXXXXXX
7. Municipal Open Space Tax -	Actual 80027- ----- Estimate * 80028-		0  XXXXXXXXXX
8. Total General Appropriations & Other Taxes	80024-01	41,513,445	
9. Less: Total Anticipated Revenues from 2013 in Municipal Budget (Item 5)	80024-02	3,348,442	
10. Cash Required from 2013 Taxes to Support Local Municipal Budget and Other Taxes	80024-03	38,165,003	
11. Amount of Item 10 Divided by <span style="border: 1px solid black; padding: 2px;">98.62%</span> [820094-04] Equals Amount to be Raised by Taxation (Percentage used must not exceed the applicable percentage shown by Item 13, Sheet 22)	80024-05	38,700,003	
Analysis of Item 11:			
Local District School Tax (Amount Shown on Line 2 Above)	25,525,620		*May not be stated in an amount less than "actual" Tax of year 2012.  **Must be stated in the amount of the proposed budget submitted by the Local Board of Education to the Commissioner of Education on January 15, 2013 (Chap. 136, P.L. 1978). Consideration must be given to calendar year calculation.
Regional School District Tax (Amount Shown on Line 3 Above)	0		
Regional High School Tax (Amount Shown on Line 4 Above)	0		
County Tax (Amount Shown on Line 5 Above)	4,213,826		
Special District Tax (Amount Shown on Line 6 Above)	0		
Municipal Open Space Tax (Amount Shown on Line 7 Above)	0		
Tax in Local Municipal Budget	8,960,557		
Total Amount (see Line 11)	38,700,003		
12. Appropriation: Reserve for Uncollected Taxes (Budget Statement, Item 8 (M) (Item 11, Less Item 10) <u>Computation of Tax in Local Municipal Budget</u>	80024-06	535,000	Note: The amount of anticipated revenues (Item 9) may never exceed the total of Items 1 and 12
Item 1 - Total General Appropriations		11,773,999	
Item 12 - Appropriation: Reserve for Uncollected Taxes		535,000	
Sub-Total		12,308,999	
Less: Item 9 - Total Anticipated Revenues		3,348,442	
Amount to be Raised by Taxation in Municipal Budget	80024-07	8,960,557	

# 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 %  

$$\frac{[(2013 \text{ Estimated Total Levy} - 2012 \text{ Total Levy}) / 2012 \text{ Total Levy}]}{}$$

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

## SCHEDULE OF DELINQUENT TAXES AND TAX TITLE LIENS

			Debit	Credit
1.	BALANCE JANUARY 1, 2012		\$ 247,886	XXXXXXXXXXXX
	A. Taxes	83102-00 \$247,886	XXXXXXXXXXXX	XXXXXXXXXXXX
	B. Tax Title Liens	83103-00	XXXXXXXXXXXX	XXXXXXXXXXXX
2.	CANCELLED:		XXXXXXXXXXXX	XXXXXXXXXXXX
	A. Taxes	83105-00	XXXXXXXXXXXX	0
	B. Tax Title Liens	83106-00	XXXXXXXXXXXX	
3.	TRANSFERRED TO FORECLOSED TAX TITLE LIENS:		XXXXXXXXXXXX	XXXXXXXXXXXX
	A. Taxes	83108-00	XXXXXXXXXXXX	
	B. Tax Title Liens	83109-00	XXXXXXXXXXXX	
4.	ADDED TAXES	83110-00 250		XXXXXXXXXXXX
5.	ADDED TAX TITLE LIENS	83111-00		XXXXXXXXXXXX
6.	Adjustment between Taxes (Other than current year) and Tax Title Liens		XXXXXXXXXXXX	XXXXXXXXXXXX
	A. Taxes - Transfers to Tax Title Liens	83104-00	XXXXXXXXXXXX	
	B. Tax Title Liens - Transfers from Taxes	83107-00		XXXXXXXXXXXX
7.	BALANCE BEFORE CASH PAYMENTS		XXXXXXXXXXXX	\$ 248,136
8.	TOTALS		248,136	248,136
9.	BALANCE BROUGHT DOWN		248,136	XXXXXXXXXXXX
10.	COLLECTED:		XXXXXXXXXXXX	247,607
	A. Taxes	83116-00 \$247,607	XXXXXXXXXXXX	XXXXXXXXXXXX
	B. Tax Title Liens	83117-00	XXXXXXXXXXXX	XXXXXXXXXXXX
11.	Interest & Costs - 2012 Tax Sale	83118-00		XXXXXXXXXXXX
12.	2012 TAXES TRANSFERRED TO LIENS	83119-00		XXXXXXXXXXXX
13.	2012 TAXES	83123-00 321,811		XXXXXXXXXXXX
14.	BALANCE, DECEMBER 31, 2012		XXXXXXXXXXXX	322,340
	A. Taxes	83121-00 322,340	XXXXXXXXXXXX	XXXXXXXXXXXX
	B. Tax Title Liens	83122-00 0	XXXXXXXXXXXX	XXXXXXXXXXXX
15.	TOTALS		\$ 569,947	\$ 569,947

16. Percentage of Cash Collections to Adjusted Amount Outstanding  
(Item No. 10 divided by Item No. 9) is 99.78%

17. Item No. 14 multiplied by percentage shown above is 321,631 and represents  
the maximum amount that can 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, 2012	84101-00	\$100,650	XXXXXXXXXXXXXX
2. FORECLOSED OR DEEDED IN 2012		XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
3. TAX TITLE LIENS	84103-00		XXXXXXXXXXXXXX
4. TAXES RECEIVABLE	84104-00		
5A.	84102-00		
5B.	84105-00		
6. ADJUSTMENT TO ASSESSED VALUATION	84106-00		
7. ADJUSTMENT TO ASSESSED VALUATION	84107-00		
8. SALES			
9. CASH *	84109-00		
10. CONTRACT	84110-00		
11. MORTGAGE	84111-00		
12. LOSS ON SALES	84112-00		
13. GAIN ON SALES	84113-00		
14. BALANCE, DECEMBER 31, 2012	84114-00	XXXXXXXXXXXXXX	\$100,650
		\$100,650	\$100,650

**CONTRACT SALES**

NOT APPLICABLE		Debit	Credit
15. BALANCE, JANUARY 1, 2012	84115-00		XXXXXXXXXXXXXX
16. 2012 SALES FROM FORECLOSED PROPERTY	84116-00		XXXXXXXXXXXXXX
17. COLLECTED *	84117-00	XXXXXXXXXXXXXX	
18.	84118-00	XXXXXXXXXXXXXX	
19. BALANCE DECEMBER 31, 2012	84119-00	XXXXXXXXXXXXXX	

**MORTGAGE SALES**

NOT APPLICABLE		Debit	Credit
20. BALANCE JANUARY 1, 2012	84120-00		XXXXXXXXXXXXXX
21. 2012 SALES FROM FORECLOSED PROPERTY	84121-00		XXXXXXXXXXXXXX
22. COLLECTED *	84122-00	XXXXXXXXXXXXXX	
23.	84123-00	XXXXXXXXXXXXXX	
24. BALANCE, DECEMBER 31, 2012	84124-00	XXXXXXXXXXXXXX	

Analysis of Sale of Property: \$	-	
* Total Cash Collected in 2012	(84125-00)	
Realized in 2012 Budget	-	
To Results of Operation (Sheet 19)	-	

**DEFERRED CHARGES  
- MANDATORY CHARGES ONLY -**

**CURRENT, TRUST AND GENERAL CAPITAL FUNDS**

(Do not include the emergency authorizations pursuant to N.J.S. 40A:4-55,  
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>	<u>Amount Dec. 31, 2011 per Audit Report</u>	<u>Amount in 2012 Budget</u>	<u>Amount Resulting from 2012</u>	<u>Balance as of Dec. 31, 2012</u>
1. Emergency Authorization - Municipal*	\$ 100,000	\$ 100,000	\$ 150,000	\$ 150,000
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. _____	<b>NOT APPLICABLE</b>	_____
2. _____	_____	\$ _____
3. _____	_____	\$ _____
4. _____	_____	\$ _____
5. _____	_____	\$ _____

**JUDGEMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED**

<u>In favor of</u>	<u>On account of</u>	<u>Date Entered</u>	<u>Amount</u>	<u>Appropriated for in Budget of Year 2013</u>
1. _____	_____	_____	\$ _____	_____
2. _____	<b>NOT APPLICABLE</b>	_____	\$ _____	_____
3. _____	_____	_____	\$ _____	_____
4. _____	_____	_____	\$ _____	_____





**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2013 DEBT SERVICE FOR BONDS  
MUNICIPAL - GENERAL CAPITAL BONDS**

		Debit	Credit	2013 Debt Service
OUTSTANDING JANUARY 1, 2012	80033-01	XXXXXXXXXXXX	\$7,792,000	
ISSUED	80033-02	XXXXXXXXXXXX	3,215,000	
PAID	80033-03	\$650,000	XXXXXXXXXXXX	
OUTSTANDING DECEMBER 31, 2012	80033-04	10,357,000	XXXXXXXXXXXX	
		\$11,007,000	\$11,007,000	
2013 BOND MATURITIES - GENERAL CAPITAL BONDS			80033-05	\$ 800,000
2013 INTEREST ON BONDS*	80033-06		308,899	
<b>ASSESSMENT SERIAL BONDS</b>				
OUTSTANDING JANUARY 1, 2012	80033-07	XXXXXXXXXXXX		
ISSUED	80033-08	XXXXXXXXXXXX		
PAID	80033-09		XXXXXXXXXXXX	
<b>NOT APPLICABLE</b>				
OUTSTANDING DECEMBER 31, 2012	80033-10		XXXXXXXXXXXX	
2013 BOND MATURITIES - ASSESSMENT BONDS			80033-11	
2013 INTEREST ON BONDS*	80033-12			
TOTAL "INTEREST ON BONDS - DEBT SERVICE" (*ITEMS)			80033-13	\$ 308,899

**LIST OF BONDS ISSUED DURING 2012**

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
2012 General Improvement Bonds	150,000	3,215,000	8/15/2012	1.00% to 2.10%
Total	150,000	\$3,215,000		
	80033-14	80033-15		

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2013 DEBT SERVICE FOR LOANS  
GREEN TRUST LOAN**

		Debit	Credit	2013 Debt Service
OUTSTANDING JANUARY 1, 2012	80033-01	XXXXXXXXXXXX	\$438,778	
ISSUED	80033-02	XXXXXXXXXXXX	1,156,000	
PAID	80033-03	\$25,354	XXXXXXXXXXXX	
OUTSTANDING DECEMBER 31, 2012	80033-04	1,569,424	XXXXXXXXXXXX	
		\$1,594,778	\$1,594,778	
2013 LOAN MATURITIES			80033-05	\$ 50,246
2013 INTEREST ON LOANS			80033-06	19,700
TOTAL 2013 DEBT SERVICE FOR GREEN ACRES LOAN			80033-13	\$ 69,946
<b>LOAN</b>				
OUTSTANDING JANUARY 1, 2012	80033-07	XXXXXXXXXXXX		
ISSUED	80033-08	XXXXXXXXXXXX		
PAID	80033-09		XXXXXXXXXXXX	
<b>NOT APPLICABLE</b>				
OUTSTANDING DECEMBER 31, 2012	80033-10		XXXXXXXXXXXX	
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
Green Acres - Mill Pon DAM Restoration	\$ 24,382	\$ 1,156,000	07/09/2012	2.00%
Total	\$ 24,382	\$ 1,156,000		

80033-14

80033-15

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

**TYPE I SCHOOL TERM BONDS**

		Debit	Credit	2013 Debt Service
OUTSTANDING JANUARY 1, 2012	80034-01	XXXXXXXXXXXXX		
PAID	80034-02		XXXXXXXXXXXXX	
<b>NOT APPLICABLE</b>				
OUTSTANDING DECEMBER 31, 2012	80034-03		XXXXXXXXXXXXX	
2013 BOND MATURITIES - TERM BONDS		80034-04		
2013 INTEREST ON BONDS*		80034-05		

**TYPE I SCHOOL SERIAL BOND**

OUTSTANDING JANUARY 1, 2012	80034-06	XXXXXXXXXXXXX		
ISSUED	80034-07	XXXXXXXXXXXXX		
PAID	80034-08		XXXXXXXXXXXXX	
<b>NOT APPLICABLE</b>				
OUTSTANDING DECEMBER 31, 2012	80034-09		XXXXXXXXXXXXX	
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 -01	Amount Issued -02	Date of Issue	Interest Rate
<b>NOT APPLICABLE</b>				
Total	80035-			

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

		Outstanding December 31, 2012	2013 Interest Requirement
1. Emergency Notes	80036-	\$ 150,000	\$ 1,654
2. Special Emergency Notes	80037-	\$ 426,000	\$ 5,567
3. Tax Anticipation Notes	80038-	\$	\$
4. Interest on Unpaid State and County Taxes	80039-	\$	\$
5.		\$	\$
6.		\$	\$



# 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 Requirements		Interest Computed To (Insert Date)
						For Principal	For Interest **	
1.								
2.								
3. <b>NOT APPLICABLE</b>								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
<b>Total</b>						80051-01	80051-02	

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

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

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

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

# SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Lease Obligation Outstanding Dec. 31, 2012	2013 Budget Requirement	
		For Principal	For Interest/Fees
Leases approved by LFB prior to July 1, 2007			
1.			
2. <b>NOT APPLICABLE</b>			
3.			
4.			
5.			
6.			
Leases approved by LFB after July 1, 2007			
1.			
2.			
3.			
4.			
5.			
6.			
<b>Total</b>			

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

# SCHEDULE OF IMPROVEMENT AUTHORIZATIONS [GENERAL CAPITAL FUND]

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2012		2012 Authorizations	Contracts Payable Cancelled	Expended	Authorizations Canceled	Balance - December 31, 2012	
	Funded	Unfunded					Funded	Unfunded
<b>General Improvements</b>								
04-5C-06-7E Mill Pond Park	\$ 68,722				\$ 1,900		\$ 66,822	
04-08 Removal of Gasoline Tanks	637						637	
05-2 Tax Refunding	4,030						4,030	
06-7A Rehabilitation of Tennis Courts	1,661						1,661	
07-7A/08-8F Repairs of Mill Pond Dam		\$ 234,419			165,378		69,041	
07-7B Engineering & Design for Dredging Mill Pond	153,000				34,598		118,402	
07-9A Acquisition of New Automotive Vehicle	63,000						63,000	
07-9D Improvement of Firehouse Building & Light	54,872				31,085		23,787	
07-9F Improvement of Leroy Place & Sixth Street	24,012						24,012	
07-10 Acquisition of New Ladder Truck & Equipment		25,311			23,751		1,560	
07-22 Roads, Sidewalks & Curbs		784			784			
08-8A Acquisition of NWR Equipment		10,612		466			11,078	
08-8B Improvement to Municipal Complex		29,203					29,203	
08-8G Beautification of Downtown		12,190					12,190	
<b>Sub-Total</b>	<b>\$ 369,934</b>	<b>\$ 312,519</b>	<b>\$ -</b>	<b>\$ 466</b>	<b>\$ 257,496</b>	<b>\$ -</b>	<b>\$ 425,423</b>	<b>\$ -</b>

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

# SCHEDULE OF IMPROVEMENT AUTHORIZATIONS [GENERAL CAPITAL FUND]

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2012		2012 Authorizations	Contracts Payable Cancelled	Expended	Authorizations Cancelled	Balance - December 31, 2012	
	Funded	Unfunded					Funded	Unfunded
09-03 Road, Curb, Drainage & Sidewalk Improve.	\$ 43,520				\$ 29,201		\$ 14,319	
09-06 Road, Curb, Drainage & Sidewalk Improvements		\$ 42,456					42,456	
09-11 Pedestrian Improvements to Train Station	73,048				28,103		44,945	
09-16 Various Improvements		118,886			5,560			\$ 113,326
10-08 Road, Curb, Drainage & Sidewalk Improvements		30,794			555			30,239
10-25 NJDOT North 5th St Sec I	4,594						4,594	
10-26 Impvts. To 85 Fairview Ave. - Install. of Trail	63,569						63,569	
10-32 Various Capital Improvements	7,982				3,000		4,982	
11-07 2011 Various Road Improvements				\$ 21,400				21,400
11-12 Various Equipment and Improvements	10,396						10,396	
11-20 Acquisition of New Additional or Repla. Equip.		39,901			554			39,347
11-24 Acquisition of Real Property	6						6	
11-30 Tax Appeal Refunding		185,076			185,076			
11-33 Improvements to Mill Pond Park	137,489				137,489			
12-03/12 Improvements to Mill Pond Park & Davies Field			\$ 163,713		163,713		0	
12-07 Various Public Improvements & Acquisition of								
New or Replacement Equipment and Machinery			553,000		512,951			40,049
12-08 Various Improvements & Acquisition of Equip.			179,720		136,546		43,174	
12-13 Improvements to Mill Pond Park & Davies Field			111,710		35,268		76,442	
12-16 Refunding of Outstanding Bonds			3,400,000					3,400,000
Totals	\$ 710,538	\$ 729,632	\$ 4,408,143	\$ 21,866	\$ 1,495,512	\$ -	\$ 730,306	\$ 3,644,361

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, 2012		2012 Authorizations	Contracts Payable Cancelled	Expended	Authorizations Cancelled	Balance - December 31, 2012	
	Funded	Unfunded					Funded	Unfunded
	\$	-					\$	-
								\$
								-
								-
								-
								0
								0
								0
								0
								-
								0
								0
								-
								0
								0
	\$	-	\$	-	\$	-	\$	-

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

NOT APPLICABLE		Debit	Credit
Balance January 1, 2012	80030-01	XXXXXXXXXXXX	
Received from 2012 Budget Appropriation*	80030-02	XXXXXXXXXXXX	
Received from 2012 Emergency Appropriation*	80030-03	XXXXXXXXXXXX	
Appropriated to Finance Improvement Authorizations	80030-04		
Balance December 31, 2012	80030-05		
		\$ -	\$ -

\*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
12-03/12-12 Imp to Mill Pond Park	\$ 163,713			(1)
12-07 Various Impvt./Acqui. Of Equip	553,000	\$ 526,000	\$ 27,000	\$ 27,000
12-08 Various Impvt./Acqui. Of Equip	179,720		80,720	80,720
12-13 Imp to Mill Pond Park	111,710			(1)
12-16 Refunding of O/S Bonds	3,400,000			(2)
Total 80032-00	\$4,408,143	\$526,000	\$107,720	\$107,720

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) Funded by County and Municipal Open Space Trusts Funds
- (2) No down payment required by 40A:2-51(a).

# GENERAL CAPITAL FUND

## STATEMENT OF CAPITAL SURPLUS

YEAR - 2012

		Debit	Credit
Balance January 1, 2012	80029-01	xxxxxxxxxxx	\$117,876
Premium on Sale of Bonds and Notes		xxxxxxxxxxx	61,428
Funded Improvement Authorizations Cancelled		xxxxxxxxxxx	
Appropriated to Finance Improvement Authorizations	80029-02	99,000	xxxxxxxxxxx
Appropriated to 2012 Budget Revenue	80029-03	18,000	xxxxxxxxxxx
Balance December 31, 2012	80029-04	\$62,304	xxxxxxxxxxx
		\$179,304	\$179,304

### BONDS ISSUED WITH A COVENANT OR COVENANTS

**NOT APPLICABLE**

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 2012 appropriation column.

**MUNICIPALITIES ONLY**

**IMPORTANT!**

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 2012 was		\$ 37,181,486
2. Amount of Item 1 Collected in 2012 (*)	\$ 36,777,605	
3. Seventy (70) percent of Item 1		\$26,027,040

(\* ) Including prepayments and overpayments applied

B.

1. Did any maturities of bonded obligations or notes fall due during the year 2012 ?		
Answer YES or NO	<u>YES</u>	
2. Have payments been made for all bonded obligations or notes due on or before December 31, 2012?		
Answer YES or NO	<u>YES</u>	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 2013 budget for the liquidation of all bonded obligations or notes exceed 25% of the total of appropriations for operating purposes in the budget for the year just ended? Answer YES or NO:

	<u>No</u>
--	-----------

D.

1. Cash Deficit - 2011		\$ None
2. 4% of 2011 Tax Levy for all purposes:		
Levy -- \$ 35,660,980	\$	1,426,439
3. Cash Deficit - Year 2012		\$ None
4. 4% of 2012 Tax Levy for all purposes:		
Levy -- \$ 37,181,486	\$	1,487,259

E.

<u>Unpaid</u>	<u>2011</u>	<u>2012</u>	<u>Total</u>
1. State Taxes	\$		\$ -
2. County Taxes	\$	6,324	6,324
3. Amounts due Special Districts	\$	\$	\$
4. Amounts due School Districts for Local School Tax	\$	-	\$ -

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

**UTILITIES ONLY**

*Note:*

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







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

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2011	RECEIPTS				Transfers	Disbursements	Balance Dec. 31, 2012
		Assessments and Liens	Operating Budget	Interfunds	XXXXXX			
Assessment Serial Bond Issues:	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
<b>NOT APPLICABLE</b>								
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

\*Show as red figure

# SCHEDULE OF WATER UTILITY BUDGET - 2012

## BUDGET REVENUES

Source	Budget	Received in Cash	Excess or Deficit*
Operating Surplus Anticipated 91301-	\$335,648	\$335,648	
Operating Surplus Anticipated with Consent of Director of Local Govt. Services 91302-			
Rents 91303-	2,380,000	2,528,722	\$ 148,722
Miscellaneous 91304-	270,000	263,776	(6,224)
Reserve for Woodcliff Lake Improvements	588,452	588,452	
Added by N.J.S. 40A:4-87:(List)	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXX
Subtotal	3,574,100	3,716,598	142,498
Deficit (General Budget)** 91306-			
91307-	\$ 3,574,100	\$ 3,716,598	\$ 142,498

\*\*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:		*****
Adopted Budget		\$ 3,574,100
Added by N.J.S. 40A:4-87		
Emergency		25,000
Total Appropriations		3,599,100
Add: Overexpenditures (See Footnote)		
Total Appropriations and Overexpenditures		3,599,100
Deduct Expenditures:		
Paid or Charged	\$ 3,180,182	
Reserved	268,918	
Surplus (General Budget)**		
Total Expenditures		3,449,100
Unexpended Balance Canceled (See Footnote)		\$ 150,000

**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"



## RESULTS OF 2012 OPERATIONS - WATER UTILITY

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXXXX	\$ 142,498
Cancelled Accounts Payable	XXXXXXXXXX	
Miscellaneous Revenue Not Anticipated	XXXXXXXXXX	34,537
Unexpended Balances of 2011 Appropriation Reserves*	XXXXXXXXXX	338,094
Unexpended Balances of 2012 Appropriations	XXXXXXXXXX	150,000
Deficit in Anticipated Revenue		XXXXXXXXXX
		XXXXXXXXXX
Operating Deficit - To Trial Balance	XXXXXXXXXX	
Excess in Operations - to Operating Surplus	665,129	XXXXXXXXXX
*See restriction in amount on Sheet 45, SECTION 2	\$665,129	\$665,129

### OPERATING SURPLUS - WATER UTILITY

	Debit	Credit
Balance, January 1, 2012	XXXXXXXXXX	\$ 422,300
Excess in Results of 2012 Operations	XXXXXXXXXX	665,129
Amount Appropriated in 2012 Budget - Cash	\$ 335,648	
Amount Appropriated in 2012 Budget with Prior Written		XXXXXXXXXX
Consent of Director of Local Government Services		XXXXXXXXXX
Balance, December 31, 2012	751,781	XXXXXXXXXX
	\$ 1,087,429	\$ 1,087,429

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

Cash		\$ 3,659,874
Investments		
Interfund Accounts Receivable		87,231
Subtotal		3,747,105
Deduct Cash Liabilities Marked with "C" on Trial Balance		2,995,324
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		751,781
Other Assets Pledged to Operating Surplus*		
Deferred Charges #		
Operating Deficit #		
Total Other Assets		
		\$ 751,781

# MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2012 BUDGET.

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

## SCHEDULE OF WATER UTILITY ACCOUNTS RECEIVABLE

Balance, December 31, 2011		<u>\$194,782</u>
Increased by:		
Water Rents Levied		<u>2,437,189</u>
Decreased by:		
Collections	<u>\$2,528,722</u>	
Overpayments applied		
Transfer to Water Liens		
Other		
		<u>2,528,722</u>
Balance, December 31, 2012		<u>\$103,249</u>

## SCHEDULE OF WATER UTILITY LIENS

Balance, December 31, 2011	NOT APPLICABLE	
Increased by:		
Transfers from Accounts Receivable	\$	
Penalties and Costs	\$	
Other	\$	
Decreased by:		
Collections	\$	
Other	\$	
Balance, December 31, 2012		

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

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

<u>Caused By</u>	Amount Dec. 31, 2011 per Audit Report	Amount in 2012 Budget	Amount Resulting from 2012	Balance as of Dec. 31, 2012
1. Emergency Authorization -*	\$	\$	\$ 25,000	\$ 25,000
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. NOT APPLICABLE		
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 2013</u>
1. NOT APPLICABLE			\$	\$
2.			\$	\$
3.			\$	\$
4.			\$	\$

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

## WATER UTILITY ASSESSMENT BONDS

NOT APPLICABLE	Debit	Credit	2013 Debt Service
Outstanding, January 1, 2012	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXXXXX	
Outstanding, December 31, 2012		XXXXXXXXXX	
	0	0	
2013 Bond Maturities - Assessment Bonds			
2013 Interest on Bonds*			
<b>WATER UTILITY CAPITAL BONDS</b>			
Outstanding, January 1, 2012			
Issued		\$ 1,250,000	
Paid			
Outstanding, December 31, 2012	\$ 1,250,000		
	\$ 1,250,000	\$ 1,250,000	
2013 Bond Maturities - Capital Bonds			\$ 70,000
2013 Interest on Bonds*			\$ 23,835

## INTEREST ON BONDS - WATER UTILITY BUDGET

2013 Interest on Bonds (*Items)	\$	23,835
Less: Interest Accrued to 12/31/2012 (Trial Balance)		
Subtotal		23,835
Add: Interest to be Accrued as of 12/31/2013		8,676
Required Appropriation 2013	\$	32,511

## LIST OF BONDS ISSUED DURING 2013

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
Water Utility Bonds	\$ 70,000	\$ 1,250,000	8/15/2012	1.00% to 2.20%
	\$ 70,000	\$ 1,250,000		

# SCHEDULE OF LOANS ISSUED AND OUTSTANDING AND 2013 DEBT SERVICE FOR LOANS

## WATER UTILITY \_\_\_\_\_ LOAN

NOT APPLICABLE	Debit	Credit	2013 Debt Service
Outstanding, January 1, 2012	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXXXXX	
Outstanding, December 31, 2012		XXXXXXXXXX	
	0	0	

2013 Loan Maturities

2013 Interest on Loans\*

### WATER UTILITY CAPITAL LOAN

Outstanding, January 1, 2012			
Issued			
Paid	NOT APPLICABLE		
Outstanding, December 31, 2012			

2013 Loan Maturities

2013 Interest on Loans\*

### INTEREST ON LOANS - WATER UTILITY BUDGET

2013 Interest on Loans (* Items)	
Less: Interest Accrued to 12/31/2012 (Trial Balance)	
Subtotal	NOT APPLICABLE
Add: Interest to be Accrued as of 12/31/2013	
Required Appropriation 2013	

### LIST OF LOANS ISSUED DURING 2012

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
NOT APPLICABLE				

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

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2012	Date of Maturity	Rate of Interest	2013 Budget Requirement	
						For Principal	For Interest **
1 Emergency Authorization	\$25,000	12/28/2012	\$25,000	8/16/2013	1.75%		\$283
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
Total			\$25,000				\$283

INTEREST ON NOTES - WATER UTILITY BUDGET	
2013 Interest on Notes	\$283
Less: Interest Accrued to 12/31/2012 (Trial Balance)	
Subtotal	283
Add: Interest to be Accrued as of 12/31/2013	
Required Appropriation - 2013	\$283

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

**Memo:** Designate all "Capital Notes" issued under N.J.S.A. 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.



## SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Lease Obligation Outstanding Dec. 31, 2012	2013 Budget Requirement	
		For Principal	For Interest/Fees
1.			
2.			
3. <b>NOT APPLICABLE</b>			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
<b>Total</b>			





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

**UTILITIES ONLY**

Purpose	Amount Appropriated	Total Obligations Authorized	Down Payment Provided By Ordinance	Amount of Down Payment in Budget of 2012 or Prior Years
2012-09 Various Public Improvements and Acquisitions	\$ 1,085,000	\$ 1,085,000	\$ -	
	\$ 1,085,000	\$ 1,085,000	\$ -	\$ -

**WATER UTILITY CAPITAL FUND**  
**STATEMENT OF CAPITAL SURPLUS**

**YEAR 2012**

	Debit	Credit
Balance, January 1, 2012		\$ 40,972
Premium on Sale of Bonds		12,488
Funded Improvement Authorizations Canceled		
Appropriated to Finance Improvement Authorizations		
Appropriated to 2012 Budget Revenue		
Balance, December 31, 2012	\$ 53,460	
	\$ 53,460	\$ 53,460





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

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2011	RECEIPTS					Transfers	Disbursements	Balance Dec. 31, 2012
		Assessments and Liens	Operating Budget	Interest on Assessments	Interfunds				
Assessment Serial Bond Issues:	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	
<b>NOT APPLICABLE</b>									
Assessment Bond Anticipation Note Issues:	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	
Trust Surplus									
Less Assets "Unfinanced"*	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	
	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

\*Show as red figure



# STATEMENT OF 2012 OPERATION

## ELECTRIC UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2012 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	XXXXXXXXXX	
Budget Revenue (Not Including "Deficit (General Budget)")		
Miscellaneous Revenue Not Anticipated		
2011 Appropriation Reserves Canceled* (Excess Revenue Realized)		
<b>Total Revenue Realized</b>		
Expenditures:	XXXXXXXXXX	
Appropriations (Not Including "Surplus (General Budget)")	XXXXXXXXXX	
Paid or Charged		
Reserved		
Expended Without Appropriation		
Cash Refund of Prior Year's Revenue		
Overexpenditure of Appropriation Reserves		
<b>Total Expenditures</b>		
Less: Deferred Charges Included in Above "Total Expenditures"		
<b>Total Expenditures - As Adjusted</b>		
<b>Excess</b>		
Budget Appropriation - Surplus (General Budget)**		
Balance of "Results of 2012 Operation"		
Remainder =		
("Excess in Operations") - Sheet 60)		
<b>Deficit</b>		
Anticipated Revenue - Deficit (General Budget)**		
Balance of "Results of 2012 Operation"		
Remainder =		
("Operating Deficit - to Trial Balance" - Sheet 60)		

**SECTION 2:**

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

2011 Appropriation Reserves Canceled in 2012	\$ 261,064	
Less: Anticipated Deficit in 2011 Budget - Amount Received and Due from Current Fund - If none, enter "None"		
<b>*Excess (Revenue Realized)</b>		<b>\$ 261,064</b>

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

## RESULTS OF 2012 OPERATIONS - ELECTRIC UTILITY

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXXXX	\$ 166,828
Unexpended Balances of Appropriations	XXXXXXXXXX	500,000
Miscellaneous Revenues Not Anticipated	XXXXXXXXXX	55,032
Unexpended Balances of 2011 Appropriation Reserves*	XXXXXXXXXX	261,064
Deficit in Anticipated Revenue		XXXXXXXXXX
Prior Year Outstanding Checks Voided		
Operating Deficit - To Trial Balance	XXXXXXXXXX	
Excess in Operations - to Operating Surplus	\$ 982,924	XXXXXXXXXX
*See restriction in amount on Sheet 59, SECTION 2	\$ 982,924	\$ 982,924

### OPERATING SURPLUS - ELECTRIC UTILITY

	Debit	Credit
Balance, January 1, 2012	XXXXXXXXXX	\$ 1,114,969
Excess in Results of 2012 Operations	XXXXXXXXXX	982,924
Amount Appropriated in 2012 Budget - Cash	\$ 796,335	
Amount Appropriated in 2012 Budget with Prior Written		XXXXXXXXXX
Consent of Director of Local Government Services		XXXXXXXXXX
Utility Surplus Realized as Current Fund Revenue		
Balance, December 31, 2012	1,301,558	XXXXXXXXXX
	\$ 2,097,893	\$ 2,097,893

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

Cash		\$ 2,950,036
Investments		
Interfund Accounts Receivable		102,362
Subtotal		3,052,398
Deduct Cash Liabilities Marked with "C" on Trial Balance		1,750,840
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		1,301,558
Other Assets Pledged to Operating Surplus*		
Deferred Charges #		
Operating Deficit #	0	
Total Other Assets		0
		\$ 1,301,558

# MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2012 BUDGET.

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

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

## SCHEDULE OF ELECTRIC UTILITY ACCOUNTS RECEIVABLE

Balance, December 31, 2011		\$ <u>362,232</u>
Increased by:		
Electric Charges Levied		<u>9,571,973</u>
Decreased by:		
Collections	\$ <u>9,580,813</u>	
Overpayments applied	<u>                    </u>	
Cancellations	<u>                    -</u>	
Other	<u>                    -</u>	
		<u>9,580,813</u>
Balance, December 31, 2012		\$ <u>353,392</u>

## SCHEDULE OF ELECTRIC UTILITY LIENS

Balance, December 31, 2011	NOT APPLICABLE	<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, 2012		\$ <u>                    -</u>

# DEFERRED CHARGES

## - MANDATORY CHARGES ONLY -

### ELECTRIC UTILITY FUND

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

	<u>Caused By</u>	Amount Dec. 31, 2011 per Audit Report	Amount in 2012 Budget	Amount Resulting from 2012	Balance as of Dec. 31, 2012
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.	NOT APPLICABLE		
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 2013</u>
1.	NOT APPLICABLE			\$	\$
2.				\$	\$
3.				\$	\$
4.				\$	\$

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

	Debit	Credit	2013 Debt Service
Outstanding, January 1, 2012	XXXXXXXXXX		
Issued	XXXXXXXXXX		
<b>NOT APPLICABLE</b>			
Paid		XXXXXXXXXX	
Outstanding, December 31, 2012	-	XXXXXXXXXX	
	\$ -	\$ -	
2013 Bond Maturities - Assessment Bonds			
2013 Interest on Bonds*			
<b>ELECTRIC UTILITY CAPITAL BONDS</b>			
Outstanding, January 1, 2012	XXXXXXXXXX	\$ 1,268,000	
Issued	XXXXXXXXXX	695,000	
Paid	\$ 125,000	XXXXXXXXXX	
Outstanding, December 31, 2012	1,838,000	XXXXXXXXXX	
	\$ 1,963,000	\$ 1,268,000	
2013 Bond Maturities - Capital Bonds			
220,000			
2013 Interest on Bonds*			
\$ 56,502			

**INTEREST ON BONDS - ELECTRIC UTILITY BUDGET**

2013 Interest on Bonds (*Items)	\$	56,502	
Less: Interest Accrued to 12/31/2012 (Trial Balance)		10,237	
Subtotal		46,265	
Add: Interest to be Accrued as of 12/31/2013		12,362	
Required Appropriation 2013	\$		58,627

**LIST OF BONDS ISSUED DURING 2012**

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
Electric Utility Bonds	\$ 95,000	\$ 695,000	8/15/2012	1.00% to 2.00%
	\$ 95,000	\$ 695,000		

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

**ELECTRIC UTILITY ASSESSMENT LOAN**

	Debit	Credit	2012 Debt Service
Outstanding, January 1, 2012	XXXXXXXXXX		
Issued	XXXXXXXXXX		
<b>NOT APPLICABLE</b>			
Paid		XXXXXXXXXX	
Outstanding, December 31, 2012	-	XXXXXXXXXX	
	\$ -	\$ -	
2013 Loan Maturities			
2013 Interest on Loans*			
<b>ELECTRIC CAPITAL UTILITY LOAN</b>			
Outstanding, January 1, 2012	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXXXXX	
<b>NOT APPLICABLE</b>			
Outstanding, December 31, 2012	0	XXXXXXXXXX	
	\$ -	\$ -	
2013 Loan Maturities			
2013 Interest on Loans*			

**INTEREST ON LOANS - ELECTRIC UTILITY BUDGET**

2013 Interest on Loans (*Items)	\$ -
Less: Interest Accrued to 12/31/2012 (Trial Balance)	
Subtotal	<b>NOT APPLICABLE</b> -
Add: Interest to be Accrued as of 12/31/2013	
Required Appropriation 2013	\$ -

**LIST OF LOANS ISSUED DURING 2012**

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
<b>NOT APPLICABLE</b>				

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

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2012	Date of Maturity	Rate of Interest	2013 Budget Requirement	
						For Principal	For Interest **
1. Special Emergency Authorization	\$ 225,000	12/28/2012	\$ 225,000	8/16/2013	1.75%		2,516
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
<b>10. Total</b>			225,000				2,516

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

**Memo:** Designate all "Capital Notes" issued under N.J.S.A. 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.

<b>INTEREST ON NOTES - ELECTRIC UTILITY BUDGET</b>	
2013 Interest on Notes	\$2,516
Less: Interest Accrued to 12/31/2012 (Trial Balance)	
Subtotal	2,516
Add: Interest to be Accrued as of 12/31/2013	1,180
Required Appropriation - 2013	\$3,696

(Do not crowd - add additional sheets)

# DEBT SERVICE SCHEDULE FOR UTILITY ASSESSMENT NOTES

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2012	Date of Maturity	Rate of Interest	2013 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
1.								
2.								
3. NOT APPLICABLE								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								

**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, 2010 or prior must be appropriated in full in the 2012 Dedicated Utility Assessment Budget or written intent of permanent financing submitted.

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

# SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Lease Obligation Outstanding Dec. 31, 2012	2013 Budget Requirement	
		For Principal	For Interest/Fees
1.			
2.			
3.			
4. <b>NOT APPLICABLE</b>			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
<b>Total</b>			

# SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (ELECTRIC UTILITY CAPITAL FUND)

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2012		2012 Authorizations	Cancelled Payables	Expended	Authorizations Canceled	Balance - December 31, 2012	
	Funded	Unfunded					Funded	Unfunded
	<b>Local Improvements</b>							
03-005 Improvements to Electric System				\$ 1,023			\$ 1,023	
10-15 Acquisition of Aerial Bucket Truck		\$ 26,731			\$ 483		26,248	
11-21/12-10 Various Improvements/Acquisition of Vehicle		274,109	\$ 100,000		82,945		291,164	
12-04 Acquisition of Aerial Bucket Truck			200,000		181,120			\$ 18,880
<b>Total</b>		\$ -	\$ 300,000	\$ 1,023	\$ 264,548	-	\$ 318,435	\$ 18,880

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

**ELECTRIC UTILITY CAPITAL FUND  
SCHEDULE OF CAPITAL IMPROVEMENT FUND**

	Debit	Credit
Balance, January 1, 2012	XXXXXXXXXX	\$ 326,500
Received from 2012 Budget Appropriation*	XXXXXXXXXX	100,000
	XXXXXXXXXX	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	XXXXXXXXXX	
	XXXXXXXXXX	XXXXXXXXXX
List by Improvements - Direct Charges Made for Preliminary Costs:		XXXXXXXXXX
		XXXXXXXXXX
Appropriated to Finance Improvement Authorizations		XXXXXXXXXX
		XXXXXXXXXX
Balance, December 31, 2012	\$ 426,500	XXXXXXXXXX
	\$ 426,500	\$ 426,500

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

NOT APPLICABLE	Debit	Credit
Balance, January 1, 2012	XXXXXXXXXX	
Received from 2012 Budget Appropriation*	XXXXXXXXXX	
Received from 2012 Emergency Appropriation*	XXXXXXXXXX	
Appropriated to Finance Improvement Authorizations		XXXXXXXXXX
		XXXXXXXXXX
Balance, December 31, 2012		XXXXXXXXXX

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

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

**UTILITIES ONLY**

Purpose	Amount Appropriated	Total Obligations Authorized	Down Payment Provided By Ordinance	Amount of Down Payment in Budget of 2012 or Prior Years
12-04 Acquisition of Aerial Bucket Truck	\$ 200,000	\$ 200,000		
12-10 Various Public Imp.	100,000	100,000		
	\$ 300,000	300,000	0	0

**ELECTRIC UTILITY CAPITAL FUND**  
**STATEMENT OF CAPITAL SURPLUS**

**YEAR 2012**

	Debit	Credit
Balance, January 1, 2012	xxxxxxxxxx	\$ 1,624
Premium on Sale of Bonds	xxxxxxxxxx	6,945
Funded Improvement Authorizations Canceled	xxxxxxxxxx	
Appropriated to Finance Improvement Authorizations		xxxxxxxxxx
Appropriated to 2012 Budget Revenue		xxxxxxxxxx
Balance, December 31, 2012	\$ 8,569	xxxxxxxxxx
	\$ 8,569	\$ 8,569

**POST CLOSING TRIAL BALANCE -  
SWIM POOL UTILITY FUND**

**IF MORE THAN ONE UTILITY  
EACH ASSESSMENT SECTION MUST BE SEPARATELY STATED**

AS AT DECEMBER 31, 2012

Title of Account	Debit	Credit
<b>OPERATING FUND</b>		
Cash	\$ 170,254	
Petty Cash	250	
	170,504	
Due From Swim Pool Utility Capital Fund	5,196	
Appropriation Reserves		\$ 7,561
Encumbrances Payable		3,002
Accounts Payable		320
Due to Current Fund		13
Sub-Total		10,896 "C"
Fund Balance		164,804
	\$ 175,700	\$ 175,700
<b>CAPITAL FUND</b>		
Estimated Proceeds	\$ 40,500	
Authorized Not Issued		\$ 40,500
Grants Receivable	23,801	
Fixed Capital	1,060,861	
Fixed Capital Authorized and Uncompleted	43,055	
Due to Swimming Pool Utility Operating Fund		5,196
Improvement Authorization		
Funded		18,615
Unfunded		24,440
Capital Improvement Fund		16,000
Deferred Reserve for Amortization		18,615
Reserve for Amortization		1,044,801
Fund Balance		50
	\$ 1,168,217	\$ 1,168,217

(Do not crowd - add additional sheets)

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

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2011	RECEIPTS					Transfers	Disbursements	Balance Dec. 31, 2012
		Assessments and Liens	Operating Budget	Interest on Assessments	Interfunds	Assessments			
Assessment Serial Bond Issues:	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	
<b>NOT APPLICABLE</b>									
Assessment Bond Anticipation Note Issues:									
Trust Surplus									
Less Assets "Unfinanced"*	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	
	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

\*Show as red figure



# STATEMENT OF 2012 OPERATION

## SWIM POOL UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2012 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	XXXXXXXXXX	
Budget Revenue (Not Including "Deficit (General Budget)")		
Miscellaneous Revenue Not Anticipated		
2011 Appropriation Reserves Canceled*		
(Excess Revenue Realized)		
<b>Total Revenue Realized</b>		
Expenditures:	XXXXXXXXXX	
Appropriations (Not Including "Surplus (General Budget)")	XXXXXXXXXX	
Paid or Charged		
Reserved		
Expended Without Appropriation		
Cash Refund of Prior Year's Revenue		
Overexpenditure of Appropriation Reserves		
<b>Total Expenditures</b>		
Less: Deferred Charges Included in Above "Total Expenditures"		
<b>Total Expenditures - As Adjusted</b>		
Excess		
Budget Appropriation - Surplus (General Budget)**		
Balance of "Results of 2012 Operation"		
Remainder =		
("Excess in Operations") - Sheet 60)		
Deficit		
Anticipated Revenue - Deficit (General Budget)**		
Balance of "Results of 2012 Operation"		
Remainder =		
("Operating Deficit - to Trial Balance" - Sheet 60)		

**SECTION 2:**

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

2011 Appropriation Reserves Canceled in 2012	\$ 1,391	
Less: Anticipated Deficit in 2011 Budget - Amount Received and Due from Current Fund - If none, enter "None"		
<b>*Excess (Revenue Realized)</b>		<b>\$ 1,391</b>

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

## RESULTS OF 2012 OPERATIONS - SWIM POOL UTILITY

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXXXX	\$ 10,234
Unexpended Balances of Appropriations	XXXXXXXXXX	21,992
Cancelled Accounts Payable	XXXXXXXXXX	
Unexpended Balances of 2011 Appropriation Reserves*	XXXXXXXXXX	1,391
Deficit in Anticipated Revenue		XXXXXXXXXX
Operating Deficit - To Trial Balance	XXXXXXXXXX	0
Excess in Operations - to Operating Surplus	\$ 33,617	XXXXXXXXXX
*See restriction in amount on Sheet 59, SECTION 2	\$ 33,617	\$ 33,617

## OPERATING SURPLUS - SWIM POOL UTILITY

	Debit	Credit
Balance, January 1, 2012	XXXXXXXXXX	\$ 143,477
Excess in Results of 2012 Operations	XXXXXXXXXX	33,617
Amount Appropriated in 2012 Budget - Cash	\$ 12,290	
Amount Appropriated in 2012 Budget with Prior Written		XXXXXXXXXX
Consent of Director of Local Government Services		XXXXXXXXXX
Balance, December 31, 2012	164,804	XXXXXXXXXX
	\$ 177,094	\$ 177,094

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

Cash		\$ 170,504
Investments		
Interfund Accounts Receivable		5,196
Subtotal		175,700
Deduct Cash Liabilities Marked with "C" on Trial Balance		10,896
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		164,804
Other Assets Pledged to Operating Surplus*		
Deferred Charges #		
Operating Deficit #	\$ -	
Total Other Assets		0
		\$ 164,804

# MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2012 BUDGET.

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

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



**DEFERRED CHARGES**  
**- MANDATORY CHARGES ONLY -**  
**SWIM POOL 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 2012 Budget	Amount Resulting from 2012	Balance as of Dec. 31, 2012
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. NOT APPLICABLE		
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 2013</u>
1. NOT APPLICABLE			\$	\$
2.			\$	\$
3.			\$	\$
4.			\$	\$

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

	Debit	Credit	2013 Debt Service
Outstanding, January 1, 2012	XXXXXXXXXX		
Issued	XXXXXXXXXX		
<b>NOT APPLICABLE</b>			
Paid		XXXXXXXXXX	
Outstanding, December 31, 2012	-	XXXXXXXXXX	
	\$ -	\$ -	
2013 Bond Maturities - Assessment Bonds			
2013 Interest on Bonds*			
<b>SWIM POOL UTILITY CAPITAL BONDS</b>			
Outstanding, January 1, 2012	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXXXXX	
<b>NOT APPLICABLE</b>			
Outstanding, December 31, 2012		XXXXXXXXXX	
2013 Bond Maturities - Capital Bonds			
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	<b>NOT APPLICABLE</b>	-
Add: Interest to be Accrued as of 12/31/2013		-
Required Appropriation 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 ASSESSMENT LOAN**

	Debit	Credit	2013 Debt Service
Outstanding, January 1, 2012	XXXXXXXXXX		
Issued	XXXXXXXXXX		
<b>NOT APPLICABLE</b>			
Paid		XXXXXXXXXX	
Outstanding, December 31, 2012	-	XXXXXXXXXX	
	\$ -	\$ -	
2013 Loan Maturities			
2013 Interest on Loans*			
<b>SWIM POOL CAPITAL UTILITY LOAN</b>			
Outstanding, January 1, 2012	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXXXXX	
<b>NOT APPLICABLE</b>			
Outstanding, December 31, 2012	0	XXXXXXXXXX	
	\$ -	\$ -	
2013 Loan Maturities			
2013 Interest on Loans*			

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

2013 Interest on Loans (*Items)	\$	-
Less: Interest Accrued to 12/31/2012 (Trial Balance)		
Subtotal	<b>NOT APPLICABLE</b>	-
Add: Interest to be Accrued as of 12/31/2013		
Required Appropriation 2013		\$ -

**LIST OF LOANS ISSUED DURING 2012**

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
<b>NOT APPLICABLE</b>				

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

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2012	Date of Maturity	Rate of Interest	2013 Budget Requirement		Interest Computed To (Insert Date)
						For Principal	For Interest **	
1. NOT APPLICABLE							\$ -	
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
<b>Total</b>	\$ -		\$ -				\$ -	

INTEREST ON NOTES - ELECTRIC UTILITY BUDGET	
2013 Interest on Notes	\$ -
Less: Interest Accrued to 12/31/2012 (Trial Balance)	
Subtotal	-
Add: Interest to be Accrued as of 12/31/2013	0
Required Appropriation - 2013	\$0

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

**Memo:** Designate all "Capital Notes" issued under N.J.S.A. 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.

(Do not crowd - add additional sheets)



# SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Lease Obligation Outstanding Dec. 31, 2012	2013 Budget Requirement	
		For Principal	For Interest/Fees
1.			
2.			
3.			
4. <b>NOT APPLICABLE</b>			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
<b>Total</b>			

# SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (SWIM POOL UTILITY CAPITAL FUND)

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2012		2012 Authorizations	Cancelled Payables	Expended	Authorizations Canceled	Balance - December 31, 2012	
	Funded	Unfunded					Funded	Unfunded
<b>Local Improvements</b>								
06-10 Pool Rehabilitation		\$ 24,440						\$ 24,440
10-06 ADA Improvements to Bathrooms	18,615						18,615	
<b>Total</b>	\$ 18,615	\$ 24,440	\$ -	\$ -	\$ -	-	\$ 18,615	\$ 24,440

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

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

	Debit	Credit
Balance, January 1, 2012	XXXXXXXXXX	\$ 16,000
Received from 2012 Budget Appropriation*	XXXXXXXXXX	
	XXXXXXXXXX	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	XXXXXXXXXX	
	XXXXXXXXXX	XXXXXXXXXX
List by Improvements - Direct Charges Made for Preliminary Costs:		XXXXXXXXXX
		XXXXXXXXXX
2012 Anticipated as Operating Revenue		XXXXXXXXXX
Appropriated to Finance Improvement Authorizations		XXXXXXXXXX
		XXXXXXXXXX
Balance, December 31, 2012	\$ 16,000	XXXXXXXXXX
	\$ 16,000	\$ 16,000

**SWIM POOL UTILITY CAPITAL FUND  
SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS**

NOT APPLICABLE	Debit	Credit
Balance, January 1, 2012	XXXXXXXXXX	
Received from 2012 Budget Appropriation*	XXXXXXXXXX	
Received from 2012 Emergency Appropriation*	XXXXXXXXXX	
Appropriated to Finance Improvement Authorizations		XXXXXXXXXX
		XXXXXXXXXX
Balance, December 31, 2012		XXXXXXXXXX

\*The full amount of the 2012 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 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".

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1, 1a & 1b.	Certification and Affidavit
1c.	Municipal Budget Local Examination Certification
1d.	Report of Federal and State Financial Assistance Expenditures of Awards
2.	Instructions and Certification
3, 3a & 3b.	Trial Balance - Current Fund
4.	Trial Balance - Public Assistance Fund
5.	Trial Balance - Federal and State Funds
6. & 6b.	Trial Balance - Trust Funds/Schedule of Trust Fund Reserves
6a.	Municipal Public Defender Certification - P.L. 1997, C. 256
7.	Analysis of Trust Assessment Cash and Investments Pledged to Liabilities and Surplus
8.	Trial Balance - Capital Fund
9 & 9a.	Cash Reconciliation
10.	Federal and State Grants Receivable
11 & 11a.	Appropriated Reserves for Federal and State Grants
12.	Unappropriated Reserves for Federal and State Grants
13.	Local District School Tax - Municipal Open Space Tax
14.	Regional School Tax - Regional High School Tax
15.	County Taxes Payable - Special District Taxes
16.	Reserves for State and Federal Aid for Library Services
17. & 17a.	General Budget Revenues
17.	Allocation of Current Tax Collections
18.	General Budget Appropriations
18.	Emergency Appropriations for Local District School Purposes
19.	Results of 2012 Operation - Current Fund
20.	Schedule of Miscellaneous Revenues Not Anticipated
21.	Surplus Account and Analysis of Balance
22.	Current Tax Levy
22a.	Accelerated Tax Sale/Tax Levy Sale Chapter 99 To Calculate Underlying Tax Collection Rate for 209
23.	Due from/to State of New Jersey for Senior Citizens and Veterans Deductions
24.	Reserve for Tax Appeals Pending (N.J.S.A. 54:3-37)
25.	Municipal Budget - Computation of "Reserve for Uncollected Taxes" and "Amount to be Raised by Taxation"
25a.	Accelerated Tax Sale - Chapter 99. Calculation to Utilize Proceeds in Current Budget as Deduction to Reserve for Uncollected Taxes Appropriation.
26.	Delinquent Taxes and Tax Title Liens
27.	Foreclosed Property; Contract Sales; Mortgage Sales
28.	Deferred Charges and List of 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 & 69.	Trial Balance - Utility Fund
42, 56 & 69.	Trial Balance - Utility Assessment Trust Funds
43, 57 & 70.	Analysis of Utility Assessment Trust Cash and Investments Pledged to Liabilities and Surplus
44, 58 & 71.	Utility Revenues and Appropriations
45, 59 & 72.	2012 Utility Operations
46, 60 & 73.	Results of Operation, Operating Surplus and Analysis
47, 61 & 74.	Utility Accounts Receivable; Utility Liens
48, 62 & 75.	Deferred Charges and List of Judgments - Utility
49, 63 & 76.	Summary Statement of Debt Service Requirements
49a, 63a & 76a.	Summary Statement of Loan Requirements
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51, 65 & 78.	Debt Service for Utility Assessment Notes
51a, 65a & 78a.	Schedule of Capital Lease Program Obligations
52, 66 & 79.	Improvement Authorizations (Utility Capital)
53, 67 & 80.	Capital Improvement Fund and Down Payments
54, 68 & 82.	Utility Capital Improvements Authorized in 2012; Utility Capital Surplus