

**ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2009**

**(UNAUDITED)**

POPULATION LAST CENSUS	<u>5,216</u>
NET VALUATION TAXABLE 2009	<u>499,728,918</u>
MUNICODE	<u>1104</u>

**FIVE DOLLARS PER DAY PENALTY IF NOT FILED BY:  
COUNTIES - JANUARY 26, 2010  
MUNICIPALITIES - FEBRUARY 10, 2010**

**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 HIGHTSTOWN, County of MERCER

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

	Date	Examined By:	
1			Preliminary Check
2			Examined

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

Signature   
Title CHIEF FINANCIAL OFFICER

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

**REQUIRED CERTIFICATION BY THE CHIEF FINANCIAL OFFICER:**

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

Further, I do hereby certify that I, GEORGE J. LANG, am the Chief Financial Officer, License # N-227 of the BOROUGH of HIGHTSTOWN, County of MERCER and that the statements annexed hereto and made a part hereof are true statements of the financial condition of the Local Unit as at December 31, 2009, 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, 2009.

Signature   
Title CHIEF FINANCIAL OFFICER  
Address 148 NORTH MAIN STREET, HIGHTSTOWN, NJ 08520  
Phone Number (609) 490-5100  
Fax Number (609) 448-2672

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

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

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

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

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

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

**NOT APPLICABLE**

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

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

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

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

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

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

Certified by me

this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

**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 2009 as required under N.J.A.C. 5:23-4.17.

Printed name:                     GEORGE CHIN                    

Signature:                     *George Chin*                    

Certificate #:                     9638                    

Date:                     2/23/10

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

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

**CERTIFICATION OF QUALIFYING MUNICIPALITY**

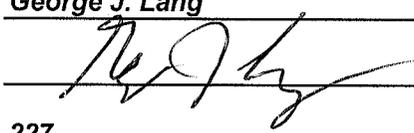
1. The outstanding indebtedness of the previous fiscal year **is not in excess of 3.5%**;
2. All emergencies approved for the previous fiscal year **did not exceed 3%** of total appropriations;
3. The tax collection rate **exceeded 90%**;
4. The deferred charges **did not equal or exceed 4%** of the total tax levy;
5. There were **no "procedural deficiencies" noted** by the registered municipal accountant on Sheet 1a of the Annual Financial Statement; and
6. There was **no operating deficit** for the previous fiscal year.
7. The municipality did **not** conduct an accelerated tax sale for less than 3 consecutive years.
8. The municipality did not conduct a tax levy sale the previous fiscal year and does not plan to conduct one in the current year.
9. The current year budget does not contain a "CAP" waiver per N.J.S.A 40A:4-45.3ee
10. The municipality will not apply for Extraordinary Aid for 2010.

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

**CERTIFICATION OF NON-QUALIFYING MUNICIPALITY**

The undersigned certifies that this municipality does not meet items(s) # \_\_\_\_\_ Ineligible per state \_\_\_\_\_ 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: **Borough of Hightstown**  
 Chief Financial Officer: **George J. Lang**  
 Signature:   
 Certificate #: **227**  
 Date: **3/12/2010**

21-6000721  
 Fed I.D. #  
BOROUGH OF HIGHTSTOWN  
 Municipality  
MERCER  
 County

**Report of Federal and State Financial Assistance**

**Expenditure of Awards**

Fiscal Year Ending: 12/31/2009

	(1) Federal Programs Expended (administered by the State)	(2) State Programs Expended	(3) Other Federal Programs Expended
TOTAL	\$ <u>235,648.62</u>	\$ <u>36,692.27</u>	\$ <u>-</u>

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

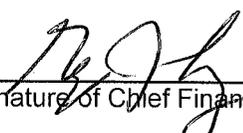
Single Audit

Program Specific Audit

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

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

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

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

03/12/10  
 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 2009 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, 2009**

Certification is hereby made that the Net Valuation Taxable of property liable to taxation for the tax year 2010 and filed with the County Board of Taxation on January 10, 2010 in accordance with the requirement of N.J.S.A. 54:4-35, was in the amount of \$ 488,429,147

  
\_\_\_\_\_  
SIGNATURE OF TAX ASSESSOR  
\_\_\_\_\_  
BOROUGH OF HIGHTSTOWN  
MUNICIPALITY  
\_\_\_\_\_  
MERCER  
COUNTY

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

**POST CLOSING  
TRIAL BALANCE - CURRENT FUND**

AS AT DECEMBER 31, 2009

*Cash Liabilities Must Be Subtotaled and Subtotal Must Be Marked With "C" -- Taxes Receivable Must Be Subtotaled*

Title of Account	Debit	Credit
Cash	1,075,104.81	
Due From State of NJ - Senior Citizens and Veterans	877.40	
<b>Receivables with Offsetting Reserves:</b>		
Taxes Receivable	544,066.89	
Tax Title Liens Receivable	71,408.17	
<b>Deferred Charges:</b>		
Special Emergency Authorization 40A:4-53	64,000.00	

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









# MUNICIPAL PUBLIC DEFENDER CERTIFICATION

**Public Law 1998, C. 256**

Municipal Public Defender Expended Prior Year 2008:.....	(1)	3,600.00	
	x	<u>900.00</u>	25%
	(2)	4,500.00	

Municipal Public Defender Trust Cash Balance December 31, 2009:..... (3)           7,476.29

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

Amount in excess of the amount expended: 3 - (1 + 2) = .....           \$ 2,976.29

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

Chief Financial Officer:           George J. Lang

Signature:                           

Certificate #:                       N-227

Date:                                   3/12/2010

### Schedule of Trust Fund Reserves

<u>Purpose</u>	Amount Dec. 31, 2008 per Audit Report	<u>Receipts</u>	<u>Disbursements</u>	Balance as at <u>Dec. 31, 2009</u>
1. <u>Tax Sale Premium</u>	\$ 492.73	\$ -	\$ -	\$ 492.73
2. <u>Snow Removal</u>	11,797.70	1,000.00	11,748.57	1,049.13
3. <u>Law Enforcement Trust</u>	9,742.80	5,493.75	7,696.93	7,539.62
4. <u>POAA</u>	655.00	46.00	-	701.00
5. <u>Public Defender UFSA - Penalty</u>	9,047.48	4,287.72	5,858.91	7,476.29
6. <u>Assessments - Fire Dept.</u>	1,905.75	-	-	1,905.75
7. <u>Recycling</u>	10,989.44	2,488.95	5,387.25	8,091.14
8. <u>Unemployment</u>	31,634.51	7,500.00	31,147.14	7,987.37
9. <u>K-9 Unit Police Dept D &amp; M Property Damage-</u>	12.49	-	-	12.49
10. <u>Donation</u>	462.75	-	-	462.75
11. <u>Special Duty</u>	2,637.29	35,062.33	36,720.70	978.92
12. <u>Workers Compensation</u>	2,223.92	11,740.86	13,964.78	-
13. <u>Well Baby Donations Memorial Day Parade-</u>	70.00	-	-	70.00
14. <u>Donation</u>	570.79	587.76	125.00	1,033.55
15. <u>Hightstown Skatepark- Donations</u>	19,200.23	3,724.56	2,820.00	20,104.79
16. <u>Community Garden Project</u>	216.96	5,616.86	5,622.95	210.87
17. <u>Revitalization Donations Park Commission -Trees -</u>	69.36	-	-	69.36
18. <u>Donations</u>	50.03	43.73	93.76	-
19. <u>Presbyterian Homes - Sidewalks - Donation</u>	5,000.00	-	-	5,000.00
20. <u>Uniform Fire Safety Act</u>	3,914.27	-	125.00	3,789.27
21. <u>Recycling - Grass</u>	4,453.36	820.00	59.50	5,213.86
22. <u>Federal Forfeiture-RMR</u>	-	2,995.03	-	2,995.03
23. <u>Tax Collector Lien</u>	110.01	116,789.80	116,850.14	49.67
24. <u>Housing Authority Donation Historical Site Commission -</u>	936.50	9,060.00	7,482.40	2,514.10
25. <u>Donation</u>	618.61	-	11.00	607.61
26. <u>Environmental Commission</u>	593.05	300.00	-	893.05
27. <u>RCA COAH</u>	176,818.22	20,292.70	23,184.00	173,926.92
28. <u>Housing Rehabilitation</u>	7,534.71	672.89	3,632.57	4,575.03
29. <u>Other Escrows</u>	35,810.91	1,530.64	2,793.85	34,547.70
30. <u>Peddie Donation -First Aid</u>	28,623.73	-	-	28,623.73
<b>Totals:</b>	\$ -	\$ -	\$ -	\$ -

### Schedule of Trust Fund Deposits and Reserves

<u>Purpose</u>	Amount Dec. 31, 2008 per Audit Report	<u>Receipts</u>	<u>Disbursements</u>	Balance as at <u>Dec. 31, 2009</u>
1. <u>October Fair Donations</u>	\$ 3,120.35	\$ 8,195.00	6,483.34	\$ 4,832.01
2. <u>Bridge of Peace Donation</u>	409.00	-	409.00	-
3. <u>Housing Trust - COAH</u>	380,421.10	29,715.79	54,266.34	355,870.55
4. <u>Parks and Recreation</u>	1,000.00	26,581.41	14,284.11	13,297.30
5. <u>Donations - Animal Control</u>	2,041.42	-	-	2,041.42
6. <u>Donations - Animal Welfare</u>	4,461.92	11,369.80	13,411.84	2,419.88
7. <u>Donations-National Night</u>	363.78	1,300.00	1,162.36	501.42
8. <u>Out</u>	-	-	-	-
9. <u>Reserve for refund</u>	4,850.00	-	4,850.00	-
10. <u>Pedal Boat Donations</u>	-	-	-	-
11. <u>Recaptured Funds -Housing</u>	491.65	-	491.65	-
12. <u>Rehabilitation</u>	-	19,169.00	-	19,169.00
13.				-
14.				-
15.				-
16.				-
17.				-
18.				-
19.				-
20.				-
21.				-
22.				-
23.				-
24.				-
25.				-
26.				-
27.				-
28.				-
29.				-
30.				-
<b>Totals:</b>	\$ 763,351.82	\$ 326,384.58	\$ 370,683.09	\$ 719,053.31

## 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, 2008	RECEIPTS					Disbursements	Balance Dec. 31, 2009
		Assessments and Liens	Current Budget					
Assessment Serial Bond Issues:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
Assessment Bond Anticipation Note Issues:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
Other Liabilities								
Trust Surplus								
*Less Assets "Unfinanced"	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
	-	-	-	-	-	-	-	-

Sheet 7 N/A

\*Show as red figure





# CASH RECONCILIATION DECEMBER 31, 2009 (cont'd)

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

<b>CURRENT FUND</b>			
First Constitution	4750213826		1,132,363.42
			1,132,363.42
<b>GRANT FUND</b>			
First Constitution	4750201498		73,531.75
			73,531.75
<b>CAPITAL FUND</b>			
First Constitution	4750213839		44,426.32
Wachovia	20000097111		51,847.76
			96,274.08
<b>ANIMAL CONTROL FUND</b>			
First Constitution	4750213871		9,065.00
			9,065.00
<b>OTHER TRUST</b>			
First Constitution	4750213868	General Trust	159,628.19
First Constitution	4750213949	Law Enforcement	10,534.65
First Constitution	4750213855	Unemployment Trust	7,991.23
First Constitution	4750213952	Public Defender	7,476.29
First Constitution	4750462800	Tax Collector Lien	49.67
Sun Bank	4750720380	Housing Rehab	4,575.03
First Constitution	4750213842	Payroll	21,539.03
First Constitution	4750721059	Housing Trust	355,881.55
Wachovia	2000009711071	RCA -COAH	173,926.92
First Constitution	9760056890		196,242.81
First Constitution	9760056904		(423.52)
			937,421.85
<b>WATER/SEWER OPERATING</b>			
First Constitution	4750213800		374,620.43
			374,620.43
<b>WATER/SEWER CAPITAL</b>			
First Constitution	4750213813		79,581.74
			79,581.74
<b>TOTAL</b>			<b>2,702,858.27</b>

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.

## MUNICIPALITIES AND COUNTIES FEDERAL AND STATE GRANTS RECEIVABLE

Grant	Balance Jan. 1, 2009	2009 Budget Revenue Realized	Received	Canceled		Balance Dec. 31, 2009
Drunk Driving Enforcement	-	11,464.17	11,464.17			-
Clean Communities	-	7,623.22	7,623.22			-
Mercer Revitalization Grant	11,000.00		11,000.00			-
NJ Historic Trust - Stockton Street	42,298.00	-	42,298.00			-
Municipal Court Alcohol Ed & Rehab Fund	-	8,771.40	8,771.40			-
Recycling Tonnage Grant	-	7,179.27	7,179.27			-
Click It or Ticket	-	3,100.00	3,100.00			-
Body Armor Grant	-	-				-
Body Armor Grant - Federal	1,626.23	1,454.66	2,247.05			833.84
	-	-				-
JIF Safety Grant	1,652.00	1,930.00	1,930.00			1,652.00
Share Program Grant	45,873.00	10,000.00	31,040.00			24,833.00
Over the Limit - Under Arrest	-	8,750.00	3,750.00			5,000.00
	-	-	-			-
	-	-	-			-
	-					-
						-
<b>Totals</b>	102,449.23	60,272.72	130,403.11	-	-	32,318.84

## SCHEDULE OF APPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Grant	Balance Jan. 1, 2009	Transferred from 2009 Budget Appropriations		Prior Year Encumbrances	Expended	Encumbrance Payable	Canceled	Balance Dec. 31, 2009
		Budget	Appropriation By 40A:4-87					
Drunk Driving Enforcement	12,204.36	11,464.17		267.00	5,151.60	-		18,783.93
Clean Communities	426.47	7,623.22			5,533.34			2,516.35
	-							-
Mercer Revitalization Grant-2004	10,000.00							10,000.00
Municipal Court Alcohol Ed & Rehab Fund	11,443.14	8,771.40		462.35	4,687.73	-		15,989.16
SHARE Program Grant	5,350.00	10,000.00		26,323.00	20,113.80	9,483.00		12,076.20
Occupant Protection Grant - Click IT	-	3,100.00			3,100.00			-
Over the Limit - Under Arrest	-	-	8,750.00		4,048.62			4,701.38
Recycling Tonnage Grant	7,639.26		7,179.27		-			14,818.53
	-							-
Body Armor Replacement Fund -State	1,827.42		-		-			1,827.42
Body Armor Replacement Fund -Federal	148.81	1,454.66			-			1,603.47
FEMA State and Local Hazards Emerg	2,405.72				-			2,405.72
	-				-			-
	-				-			-
JIF Safety Grant	1,383.02	1,930.00		628.95	1,991.45			1,950.52
								-
Totals								





**\*LOCAL DISTRICT SCHOOL TAX**

		Debit	Credit
Balance January 1, 2009			XXXXXXXX
School Tax Payable #	85001-00	XXXXXXXX	-
School Tax Deferred			
(Not in excess of 50% of Levy - 2008-2009)	85002-00	XXXXXXXX	-
Levy School Year July 1, 2009 - June 30, 2010		XXXXXXXX	-
Levy Calendar Year 2009		XXXXXXXX	-
Paid		-	XXXXXXXX
Balance December 31, 2009		XXXXXXXX	XXXXXXXX
School Tax Payable #	85003-00	-	XXXXXXXX
School Tax Deferred			
(Not in excess of 50% of Levy - 2009-2010)	85004-00	-	XXXXXXXX
		-	-

\* Not including Type 1 school debt service, emergency authorizations-schools, transfer to Board of Education for use of local schools.

# Must include unpaid requisitions.

**MUNICIPAL OPEN SPACE TAX**

		Debit	Credit
Balance January 1, 2009	85045-00	XXXXXXXX	
2009 Levy	81105-00	XXXXXXXX	
Interest Earned		XXXXXXXX	
Expended			XXXXXXXX
Balance December 31, 2009	85046-00		XXXXXXXX
		-	-

## REGIONAL SCHOOL TAX

(Provide a separate statement for each Regional District involved)

	Debit	Credit
Balance January 1, 2008	XXXXXXXX	XXXXXXXX
School Tax Payable # 85031-00	XXXXXXXX	
School Tax Deferred (Not in excess of 50% of Levy - 2008-2009) 85032-00	XXXXXXXX	
Levy School Year July 1, 2009 - June 30, 2010	XXXXXXXX	
Levy Calendar Year 2009	XXXXXXXX	8,212,075.99
Paid	8,212,075.99	XXXXXXXX
Balance December 31, 2009	XXXXXXXX	XXXXXXXX
School Tax Payable # 85033-00		XXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2009-2010) 85034-00		XXXXXXXX
	8,212,075.99	8,212,075.99

# Must include unpaid requisitions.

## REGIONAL HIGH SCHOOL TAX

	Debit	Credit
Balance January 1, 2009	XXXXXXXX	XXXXXXXX
School Tax Payable # 85041-00	XXXXXXXX	
School Tax Deferred (Not in excess of 50% of Levy - 2008-2009) 85042-00	XXXXXXXX	
Levy School Year July 1, 2009 - June 30, 2010	XXXXXXXX	
Levy Calendar Year 2009	XXXXXXXX	
Paid		XXXXXXXX
Balance December 31, 2009	XXXXXXXX	XXXXXXXX
School Tax Payable # 85043-00		XXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2009-2010) 85044-00		XXXXXXXX
	-	-

# Must include unpaid requisitions

## COUNTY TAXES PAYABLE

	Debit	Credit
Balance January 1, 2009	XXXXXXXXXX	XXXXXXXXXX
County Taxes 80003-01	XXXXXXXXXX	-
Due County for Added and Omitted Taxes 80003-02	XXXXXXXXXX	24,258.84
2009 Levy:	XXXXXXXXXX	XXXXXXXXXX
General County 80003-03	XXXXXXXXXX	2,412,253.04
County Library 80003-04	XXXXXXXXXX	244,163.50
County Health	XXXXXXXXXX	-
County Open Space Preservation	XXXXXXXXXX	160,571.02
Due County for Added and Omitted Taxes 80003-05	XXXXXXXXXX	10,915.59
Paid	2,841,246.40	XXXXXXXXXX
Balance December 31, 2009	XXXXXXXXXX	XXXXXXXXXX
County Taxes	-	XXXXXXXXXX
Due County for Added & Omitted Taxes	10,915.59	XXXXXXXXXX
	2,852,161.99	2,852,161.99

## SPECIAL DISTRICT TAXES

	Debit	Credit
Balance January 1, 2009 80003-06	XXXXXXXXXX	-
2009 Levy: (List Each Type of District Tax Separately - see Footnote)	XXXXXXXXXX	XXXXXXXXXX
Fire - 81108-00 -	XXXXXXXXXX	XXXXXXXXXX
Sewer - 81111-00 -	XXXXXXXXXX	XXXXXXXXXX
Water - 81112-00 -	XXXXXXXXXX	XXXXXXXXXX
Garbage - 81109-00 -	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXXXX	XXXXXXXXXX
Total 2009 Levy 80003-07	XXXXXXXXXX	-
Paid 80003-08	-	XXXXXXXXXX
Balance December 31, 2009 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, 2009	80004-01	XXXXXXXX	-
State Library Aid Received in 2009	80004-02	XXXXXXXX	
Expended	80004-09		XXXXXXXX
Balance December 31, 2009	80004-10	-	
		-	-

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

		Debit	Credit
Balance January 1, 2009	80004-03	XXXXXXXX	
State Library Aid Received in 2009	80004-04	XXXXXXXX	
Expended	80004-11		XXXXXXXX
Balance December 31, 2009	80004-12	-	
		-	-

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

		Debit	Credit
Balance January 1, 2009	80004-05	XXXXXXXX	
State Library Aid Received in 2009	80004-06	XXXXXXXX	
Expended	80004-13		XXXXXXXX
Balance December 31, 2009	80004-14	-	
		-	-

## RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

		Debit	Credit
Balance January 1, 2009	80004-07	XXXXXXXX	
State Library Aid Received in 2009	80004-08	XXXXXXXX	
Expended	80004-15		XXXXXXXX
Balance December 31, 2009	80004-16	-	
		-	-

## STATEMENT OF GENERAL BUDGET REVENUES 2009

Source	Budget -01	Realized -02	Excess or Deficit* -03
Surplus Anticipated 80101-	385,000.00	385,000.00	-
Surplus Anticipated with Prior Written Consent of Director of Local Government 80102-			
Miscellaneous Revenue Anticipated:	XXXXXXXX	XXXXXXXX	XXXXXXXX
Adopted Budget	1,601,558.42	1,559,434.84	(42,123.58)
Added by N.J.S. 40A:4-87: (List on 17a)	XXXXXXXX	XXXXXXXX	XXXXXXXX
Per attached sheet	15,929.27	15,929.27	-
<b>Total Miscellaneous Revenue Anticipated 80103-</b>	<b>1,617,487.69</b>	<b>1,575,364.11</b>	<b>(42,123.58)</b>
Receipts from Delinquent Taxes 80104-	300,000.00	306,116.66	6,116.66
Amount to be Raised by Taxation:	XXXXXXXX	XXXXXXXX	XXXXXXXX
(a) Local Tax for Municipal Purposes 80105-	3,677,583.78	XXXXXXXX	XXXXXXXX
(b) Addition to Local District School Tax 80106-		XXXXXXXX	XXXXXXXX
Total Amount to be Raised by Taxation 80107-	3,677,583.78	3,538,883.64	(138,700.14)
	<b>5,980,071.47</b>	<b>5,805,364.41</b>	<b>(174,707.06)</b>

## ALLOCATION OF CURRENT TAX COLLECTIONS

	Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22) 80108-00	XXXXXXXX	14,203,862.78
Amount to be Raised by Taxation	XXXXXXXX	XXXXXXXX
Local District School Tax 80109-00	-	XXXXXXXX
Regional School Tax 80119-00	8,212,075.99	XXXXXXXX
Regional High School Tax 80110-00	-	XXXXXXXX
County Taxes 80111-00	2,816,987.56	XXXXXXXX
Due County for Added and Omitted Taxes 80112-00	10,915.59	XXXXXXXX
Special District Taxes 80113-00	-	XXXXXXXX
Municipal Open Space Tax 80120-00		
Reserve for Uncollected Taxes 80114-00	XXXXXXXX	375,000.00
Deficit in Required Collection of Current Taxes (or) 80115-00	XXXXXXXX	
Balance for Support of Municipal Budget (or) 80116-00	3,538,883.64	XXXXXXXX
*Excess Non-Budget Revenue (see footnote) 80117-00		XXXXXXXX
*Deficit Non-Budget Revenue (see footnote) 80118-00	XXXXXXXX	
	<b>14,578,862.78</b>	<b>14,578,862.78</b>

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



## STATEMENT OF GENERAL BUDGET APPROPRIATIONS 2009

2009 Budget as Adopted	80012-01	5,964,142.20
2009 Budget - Added by N.J.S. 40A:4-87	80012-02	15,929.27
Appropriated for 2009 (Budget Statement Item 9)	80012-03	5,980,071.47
Appropriated for 2009 by Emergency Appropriation (Budget Statement Item 9)	80012-04	-
<b>Total General Appropriations (Budget Statement Item 9)</b>	<b>80012-05</b>	<b>5,980,071.47</b>
Add: Overexpenditures (see footnote)	80012-06	-
<b>Total Appropriations and Overexpenditures</b>	<b>80012-07</b>	<b>5,980,071.47</b>
<b>Deduct Expenditures:</b>		
Paid or Charged [Budget Statement Item (L)]	80012-08	5,289,984.74
Paid or Charged - Reserve for Uncollected Taxes	80012-09	375,000.00
Reserved	80012-10	294,071.89
<b>Total Expenditures</b>	<b>80012-11</b>	<b>5,959,056.63</b>
<b>Unexpended Balances Canceled (see footnote)</b>	<b>80012-12</b>	<b>21,014.84</b>

**FOOTNOTES - RE: OVEREXPENDITURES:**

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

**RE: UNEXPENDED BALANCES CANCELED:**

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

## SCHEDULE OF EMERGENCY APPROPRIATIONS FOR LOCAL DISTRICT SCHOOL PURPOSES

(EXCEPT FOR TYPE I SCHOOL DEBT SERVICE)

2009 Authorizations		
N.J.S. 40A:4-46 (After adoption of Budget)		
N.J.S. 40A:4-20 (Prior to adoption of Budget)		
<b>Total Authorizations</b>		
<b>Deduct Expenditures:</b>		
Paid or Charged		
Reserved		
<b>Total Expenditures</b>		









# ACCELERATED TAX SALE / TAX LEVY SALE - CHAPTER 99

## To Calculate Underlying Tax Collection Rate for 2009

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

### (1) Utilizing Accelerated Tax Sale

Total of Line 10 Collected in Cash (sheet 22) . . . . .	\$	_____ -
<i>LESS</i> : Proceeds from Accelerated Tax Sale . . . . .		_____
<b>NET Cash Collected</b> . . . . .	\$	_____ N/A
Line 5c (sheet 22) Total 2009 Tax Levy . . . . .	\$	_____ N/A
Percentage of Collection Excluding Accelerated Tax Sale Proceeds (Net Cash Collected divided by Item 5c) is . . . . .		_____ N/A

---

---

### (2) Utilizing Tax Levy Sale

Total of Line 10 Collected in Cash (sheet 22) . . . . .	\$	_____
<i>LESS</i> : Proceeds from Tax Levy Sale (excluding premium) . . . . .		_____
<b>NET Cash Collected</b> . . . . .	\$	_____ -
Line 5c (sheet 22) Total 2009 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, 2009	XXXXXXXXXX	XXXXXXXXXX
Due From State of New Jersey	2,377.40	XXXXXXXXXX
Due To State of New Jersey	XXXXXXXXXX	-
2. Sr. Citizens Deductions Per Tax Billings	6,500.00	XXXXXXXXXX
3. Veterans Deductions Per Tax Billings	25,250.00	XXXXXXXXXX
4. Sr. Citizens Deductions Allowed By Tax Collector	-	XXXXXXXXXX
5. Veterans Deductions Allowed By Tax Collector	1,000.00	
6.		
7. Sr. Citizens Deductions Disallowed By Tax Collector	XXXXXXXXXX	250.00
8. Sr. Citizens Deductions Disallowed By Tax Collector 2008 Taxes	XXXXXXXXXX	1,000.00
9. Received in Cash from State	XXXXXXXXXX	33,000.00
10.		
11.		
12. Balance December 31, 2009	XXXXXXXXXX	XXXXXXXXXX
Due From State of New Jersey	XXXXXXXXXX	877.40
Due To State of New Jersey		XXXXXXXXXX
	35,127.40	35,127.40

Calculation of Amount to be included on Sheet 22, Item 10-  
2009 Senior Citizens and Veterans Deductions Allowed

Line 2	6,500.00		
Line 3	25,250.00		
Line 4	-		
Line 5	<u>1,000.00</u>		
Sub-Total	32,750.00		
Less: Line 7	<u>250.00</u>		
To Item 10, Sheet 22	<u><u>32,500.00</u></u>		

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

		Debit	Credit
Balance January 1, 2009		XXXXXXXX	64,400.00
Taxes Pending Appeals	64,400.00	XXXXXXXX	XXXXXXXX
Interest Earned on Taxes Pending Appeals	-	XXXXXXXX	XXXXXXXX
Contested Amount of 2009 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)		XXXXXXXX	-
Interest Earned on Taxes Pending State Appeals		XXXXXXXX	
Cash Paid to Appellants (Including 5% Interest from Date of Payment) Closed to Results of Operations (Portion of Appeal won by Municipality, including Interest)		61,398.50	XXXXXXXX
Balance December 31, 2009		3,001.50	XXXXXXXX
Taxes Pending Appeals*	3,001.50	XXXXXXXX	XXXXXXXX
Interest Earned on Taxes Pending Appeals	-	XXXXXXXX	XXXXXXXX
		64,400.00	64,400.00

\* Includes State Tax Court and County Board of Taxation Appeals Not Adjusted by December 31, 2009.

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

T-1562  
License #

3-2-10  
Date

# ACCELERATED TAX SALE - CHAPTER 99

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

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

**A. Reserve for Uncollected Taxes (sheet 25, Item 12)** \$ \_\_\_\_\_

**B. Reserve for Uncollected Taxes Exclusion:**  
 Outstanding Balance of Delinquent Taxes  
 (sheet 26, Item 14A) x % of  
 collection (Item 16) \$ \_\_\_\_\_

**C. TIMES:** % of increase of Amount to be  
 Raised by Taxes over Prior Year \_\_\_\_\_ %  
 [(2010 Estimated Total Levy - 2009 Total Levy)/2009 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)

**2010 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, 2009			378,990.37	XXXXXXXXXX
A. Taxes	83102-00	333,838.67	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83103-00	45,151.70	XXXXXXXXXX	XXXXXXXXXX
2. Canceled:			XXXXXXXXXX	XXXXXXXXXX
A. Taxes	83105-00		XXXXXXXXXX	-
B. Tax Title Liens	83106-00		XXXXXXXXXX	
3. Transferred to Foreclosed Tax Title Liens:			XXXXXXXXXX	XXXXXXXXXX
A. Taxes	83108-00		XXXXXXXXXX	-
B. Tax Title Liens	83109-00		XXXXXXXXXX	-
4. Added Taxes			-	XXXXXXXXXX
5. Added Tax Title Liens			3,321.23	XXXXXXXXXX
6. Adjustment between Taxes (Other than current year) and Tax Title Liens:			XXXXXXXXXX	XXXXXXXXXX
A. Taxes - Transfers to Tax Title Liens	83104-00		XXXXXXXXXX	11,507.57
B. Tax Title Liens - Transfers from Taxes	83107-00		11,507.57	XXXXXXXXXX
7. Balance Before Cash Payments			XXXXXXXXXX	382,311.60
8. Totals			393,819.17	393,819.17
9. Balance Brought Down			382,311.60	XXXXXXXXXX
10 Collected:			XXXXXXXXXX	306,116.66
A. Taxes	83116-00	306,116.66	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83117-00	-	XXXXXXXXXX	XXXXXXXXXX
11. Interest and Costs - 2009 Tax Sale			-	XXXXXXXXXX
12. 2009 Taxes Transferred to Liens			11,427.67	XXXXXXXXXX
13. 2009 Taxes			527,852.45	XXXXXXXXXX
14. Balance December 31, 2009			XXXXXXXXXX	615,475.06
A. Taxes	83121-00	544,066.89	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83122-00	71,408.17	XXXXXXXXXX	XXXXXXXXXX
15. Totals			921,591.72	921,591.72

16. Percentage of Cash Collections to Adjusted Amount Outstanding

(Item No. 10 divided by Item No. 9) is 80.06%

17. Item No. 14 multiplied by percentage shown above is  
and represents the maximum amount that may be anticipated in 2009.

492,749.33

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, 2009	84101-00	-	XXXXXXXXXX
2. Foreclosed or Deeded in 2009		XXXXXXXXXX	XXXXXXXXXX
3. Tax Title Liens	84103-00		XXXXXXXXXX
4. Taxes Receivable	84104-00		XXXXXXXXXX
5A.	84102-00		XXXXXXXXXX
5B.	84105-00	XXXXXXXXXX	
6. Adjustment to Assessed Valuation	84106-00		XXXXXXXXXX
7. Adjustment to Assessed Valuation	84107-00	XXXXXXXXXX	-
8. Sales		XXXXXXXXXX	XXXXXXXXXX
9. Cash*	84109-00	XXXXXXXXXX	
10. Contract	84110-00	XXXXXXXXXX	
11. Mortgage	84111-00	XXXXXXXXXX	
12. Loss on Sales	84112-00	XXXXXXXXXX	
13. Gain on Sales	84113-00		XXXXXXXXXX
14. Balance December 31, 2009	84114-00	XXXXXXXXXX	-
		-	-

**CONTRACT SALES**

		Debit	Credit
15. Balance January 1, 2009	84115-00		XXXXXXXXXX
16. 2009 Sales from Foreclosed Property	84116-00		XXXXXXXXXX
17. Collected*	84117-00	XXXXXXXXXX	
18.	84118-00	XXXXXXXXXX	
19. Balance December 31, 2009	84119-00	XXXXXXXXXX	
		-	-

**MORTGAGE SALES**

		Debit	Credit
20. Balance January 1, 2009	84120-00		XXXXXXXXXX
21. 2009 Sales from Foreclosed Property	84121-00		XXXXXXXXXX
22. Collected*	84122-00	XXXXXXXXXX	
23.	84123-00	XXXXXXXXXX	
24. Balance December 31, 2009	84124-00	XXXXXXXXXX	
		-	-

Analysis of Sale of Property:

\*Total Cash Collected in 2009                       
(84125-00)

Realized in 2009 Budget                     

To Results of Operation (Sheet 19)

**DEFERRED CHARGES**  
**-MANDATORY CHARGES ONLY-**  
**CURRENT, TRUST, AND GENERAL CAPITAL FUNDS**  
 (Do not include the emergency authorizations pursuant to N.J.S. 40A:4-55,  
 N.J.S. 40A:4-55.1 or N.J.S. 40A:4-55.13 listed on Sheets 29 and 30.)

<u>Caused By</u>	Amount Dec. 31, 2008 per Audit <u>Report</u>	Amount 2009 <u>Budget</u>	Amount Resulting from 2009	Balance as at <u>Dec. 31, 2009</u>
1. Emergency Authorization - Municipal*	_____	_____	_____	_____
2. Emergency Authorizations - Schools	_____	_____	_____	_____
Overexpenditure of	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____
6. _____	_____	_____	_____	_____
7. _____	_____	_____	_____	_____
8. _____	_____	_____	_____	_____
9. _____	_____	_____	_____	_____
10. _____	_____	_____	_____	_____

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

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

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

**JUDGEMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED**

<u>In favor of</u>	<u>On Account of</u>	<u>Date Entered</u>	<u>Amount</u>	<u>Appropriated for in Budget of Year 2010</u>
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____

**N.J.S. 40A:4-53 SPECIAL EMERGENCY -**

TAX MAP; REVALUATION; MASTER PLAN; REVISION AND CODIFICATION OF ORDINANCES; DRAINAGE MAPS FOR FLOOD CONTROL; PRELIMINARY ENGINEERING STUDIES, ETC. FOR SANITARY SEWER SYSTEM; MUNICIPAL CONSOLIDATION ACT; FLOOD OR HURRICANE DAMAGE.

Sheet 29

Date	Purpose	Amount Authorized	Not Less Than 1/5 of Amount Authorized*	Balance Dec. 31, 2008	REDUCED IN 2009		Balance Dec. 31, 2009
					By 2009 Budget	Canceled by Resolution	
7/17/2006	Revision of Tax Map	15,000.00	3,000.00	9,000.00	3,000.00	-	6,000.00
				-			-
11/6/2006	Revaluation	145,000.00	29,000.00	87,000.00	29,000.00		58,000.00
							-
							-
							-
							-
							-
							-
							-
<b>Totals</b>		<b>160,000.00</b>	<b>32,000.00</b>	<b>96,000.00</b>	<b>32,000.00</b>	<b>-</b>	<b>64,000.00</b>

80025-00

80026-00

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

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

\*Not less than one-fifth (1/5) of amount authorized but not more than the amount shown in the column "Balance Dec. 31, 2009" must be entered here and then raised in the 2010 budget.

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

Sheet 30 N/A

Date	Purpose	Amount Authorized	Not Less Than 1/3 of Amount Authorized*	Balance Dec. 31, 2008	REDUCED IN 2009		Balance Dec. 31, 2009
					By 2009 Budget	Canceled by Resolution	
							-
Totals		-	-	-	-	-	-

80027-00                      80028-00

It is hereby certified that all outstanding "Special Emergency" appropriations have been adopted by the governing body in full compliance with N.J.S. 40A:4-55.1 et seq. and N.J.S. 40A:4-55.13 et seq. and are recorded on this page.

\_\_\_\_\_

Chief Financial Officer

\*Not less than one-third (1/3) of amount authorized but not more than the amount shown in the column "Balance Dec. 31, 2009" must be entered here and then raised in the 2010 budget.

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2010 DEBT SERVICE FOR BONDS  
(COUNTY) (MUNICIPAL) GENERAL CAPITAL BONDS**

		Debit	Credit	2009 Debt Service
Outstanding January 1, 2009	80033-01	XXXXXXXX	4,055,000.00	
Issued	80033-02	XXXXXXXX	-	
Paid	80033-03	90,000.00	XXXXXXXX	
Outstanding, December 31, 2009	80033-04	3,965,000.00	XXXXXXXX	
		4,055,000.00	4,055,000.00	
2010 Bond Maturities - General Capital Bonds			80033-05	230,000.00
2010 Interest on Bonds *		80033-06	131,800.00	
<b>ASSESSMENT SERIAL BONDS</b>				
Outstanding January 1, 2009	80033-07	XXXXXXXX	-	
Issued	80033-08	XXXXXXXX	-	
Paid	80033-09	-	XXXXXXXX	
Outstanding, December 31, 2009	80033-10	-	XXXXXXXX	
		-	-	
2010 Bond Maturities - Assessment Bonds			80033-11	
2010 Interest on Bonds *		80033-12		
Total "Interest on Bonds - Debt Service" (*Items)			80033-13	131,800.00

**LIST OF BONDS ISSUED DURING 2009**

Purpose	2010 Maturity	Amount Issued	Date of Issue	Interest Rate
NONE				
Total	-	-		

80033-14                      80033-15

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2010 DEBT SERVICE FOR LOANS  
(COUNTY) (MUNICIPAL) GREEN TRUST LOAN**

		Debit	Credit	2009 Debt Service
Outstanding January 1, 2009	80033-01	XXXXXXXX		
Issued	80033-02	XXXXXXXX	-	
Paid	80033-03		XXXXXXXX	
Outstanding, December 31, 2009	80033-04	-	XXXXXXXX	
		-	-	
2010 Loan Maturities			80033-05	
2010 Interest on Loans			80033-06	
Total 2010 Debt Service for _____ Loan			80033-13	-
<b>LOAN</b>				
Outstanding January 1, 2009	80033-07	XXXXXXXX		
Issued	80033-08	XXXXXXXX		
Paid	80033-09		XXXXXXXX	
Outstanding, December 31, 2009	80033-10	-	XXXXXXXX	
		-	-	
2010 Loan Maturities			80033-11	
2010 Interest on Loans			80033-12	-
Total 2010 Debt Service for _____ Loan			80033-13	-

**LIST OF LOANS ISSUED DURING 2009**

Purpose	2010 Maturity	Amount Issued	Date of Issue	Interest Rate
Total	-	-		

80033-14

80033-15

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2010 DEBT SERVICE FOR BONDS  
TYPE I SCHOOL TERM BONDS**

		Debit	Credit	2009 Debt Service
Outstanding January 1, 2009	80034-01	XXXXXXXX		
Paid	80034-02		XXXXXXXX	
Outstanding, December 31, 2009	80034-03	-	XXXXXXXX	
		-	-	
2010 Bond Maturities - Term Bonds	80034-04			
2010 Interest on Bonds *	80034-05			
<b>TYPE I SCHOOL SERIAL BOND</b>				
Outstanding January 1, 2009	80034-06	XXXXXXXX		
Issued	80034-07	XXXXXXXX		
Paid	80034-08		XXXXXXXX	
Outstanding, December 31, 2009	80034-09	-	XXXXXXXX	
		-	-	
2010 Interest on Bonds *	80034-10			
2010 Bond Maturities - Serial Bonds			80034-11	
Total "Interest on Bonds - Type I School Debt Service" (*Items)			80034-12	

**LIST OF BONDS ISSUED DURING 2009**

Purpose	2010 Maturity	Amount Issued	Date of Issue	Interest Rate
	-01	-02		
Total	80035-	-		

**2010 INTEREST REQUIREMENT - CURRENT FUND DEBT ONLY**

		Outstanding Dec. 31, 2009	2010 Interest Requirement
1. Emergency Notes	80036-	-	-
2. Special Emergency Notes	80037-	64,000.00	1,280.00
3. Tax Anticipation Notes	80038-	-	-
4. Interest on Unpaid State and County Taxes	80039-	-	-
5. _____			
6. _____			

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

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2009	Date of Maturity	Rate of Interest	2010 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
07-04 Auto. Garbage Truck/Containers	229,696.00	12/28/07	229,696.00	12/10/10	2.00%	25,550.00	4,593.92	12/10/10
07-21 Acq. Of Ambulance	84,750.00	12/28/07	84,750.00	12/10/10	2.00%	9,450.00	1,695.00	12/10/10
07-26 Police Dept Equipment	58,900.00	12/11/08	58,900.00	12/10/10	2.00%	-	1,178.00	12/10/10
08-01 Imp to Westerlea Ave.	78,500.00	12/11/08	78,500.00	12/10/10	2.00%	-	1,570.00	12/10/10
09-01 Reconstruction of Morrison Ave.	115,200.00	12/23/09	115,200.00	12/10/10	0.70%		777.28	12/10/10
09-10 Imp to Memorial Parking Lot	154,500.00	12/23/09	154,500.00	12/10/10	0.70%		1,042.45	12/10/10
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
<b>Totals</b>			<b>721,546.00</b>			<b>35,000.00</b>	<b>10,856.65</b>	

Sheet 33

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

80051-01

80051-02

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

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

All notes with an original date of issue of 2007 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2010 or written intent of permanent financing submitted with statement.

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

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

## DEBT SERVICE SCHEDULE FOR ASSESSMENT NOTES

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2009	Date of Maturity	Rate of Interest	2009 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
<b>Totals</b>	-		-			-	-	

Sheet 34

NOT APPLICABLE

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

Assessment Notes with an original date of issue of December 31, 2007 or prior must be appropriated in full in the 2010 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".

80051-01      80051-02

(Do not crowd - add additional sheets)

NOT APPLICABLE

## SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Sheet 34a

Purpose	Amount of Lease Obligation Outstanding Dec. 31, 2009	2010 Budget Requirement	
		For Principal	For Interest/Fees
<u>Leases Approved by LFB prior to July 1, 2008</u>			
1. Mercer County Capital Equipment Lease	15,998.47	15,659.44	339.03
2.			
3.			
4.			
5.			
6.			
<u>Leases Approved by LFB after July 1, 2007</u>			
1.			
2.			
3.			
4.			
5.			
6.			
Total	15,998.47	15,659.44	339.03

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, 2009		2009 Authorizations	Encumbrance Canceled	Expended	Authorizations Canceled	Balance - December 31, 2009	
	Funded	Unfunded					Funded	Unfunded
97-19, 0014F    Various Public Improvements	2,967.68	-			2,967.68		-	-
97-02, 00-9     Public Works Facility	56,916.58	-			18,160.06		38,756.52	-
99-03    Various Public Improvements	7,000.00	-					7,000.00	-
01-05    Downtown Revitalization Project	448.95	-					448.95	-
00-05    Housing Rehabilitation	6,553.72	-					6,553.72	-
00-10    Greenways Project	21,810.99	-			-		21,810.99	-
01-17, 02-18    Reconstruction of Center Street	82.77	-					82.77	-
		-			-			-
04-17    Acq. of Capacity Rights - JCP&L	34,040.25	-					34,040.25	-
05-04    Mercer St. Revitalization Project	17,182.52	-			-		17,182.52	-
05-24    Peddie Lake Dam Improvements	-	140,304.90	50,000.00		182,143.78		-	8,161.12
05-32    Various Equipment - Police and Court	6,179.00	-			3,670.00		2,509.00	-
05-34    Streetscape/Main St. Redevelopment	43,633.81	-		20,495.00	172.50		63,956.31	-
06-16    Acquisition of Fire Truck	21,742.74	-				21,742.74	-	-
								-

Sheet 35

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

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

	IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2009		2009 Authorization		Expended	Authorizations Canceled	Balance - December 31, 2009	
		Funded	Unfunded					Funded	Unfunded
06-22	Purchase of Various Equipment	1,072.00	-			-		1,072.00	-
		-	-					-	-
07-01/	Road Imp Morrison Ave and Outcalt	120,205.85	-			6,246.31	105,916.64	8,042.90	-
07-04	Automated Garbage Truck/Containers	-	-					-	-
07-09	Various Equipment - Police and Court	3,495.24	-			3,465.14		30.10	-
07-26	Police Department Equipment	-	1,718.17			1,100.00		-	618.17
08-01	Westerlea Ave Improvements	-	28,896.51			602.01		-	28,294.50
08-14	Purchase of Air Paks for Fire CO.	122.18	-			-		122.18	-
08-18	Police Dept Radar and Radio Equip	452.50	-			-		452.50	-
09-01	Reconstruction of Morrison Ave.	-	-	292,000.00		287,608.25		-	4,391.75
09-09	Improvements to Franklin Street			74,000.00		73,892.50		107.50	-
09-10	Imp. To Memorial Park Parking Lot			425,000.00		19,074.20		251,425.80	154,500.00
09-16	Fire Truck Equip./Protective Equip			21,700.00		21,700.00		-	-
09-20	Stockton St. Historic District Improvmnts			1,840,000.00		34,104.00		-	1,805,896.00
									-
									-
	Total 70000-	343,906.78	170,919.58	2,702,700.00	20,495.00	654,906.43	127,659.38	453,594.01	2,001,861.54

Sheet 35a

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

**GENERAL CAPITAL FUND**  
**SCHEDULE OF CAPITAL IMPROVEMENT FUND**

		Debit	Credit
Balance January 1, 2009	80031-01	XXXXXXXX	16,930.00
Received from 2009 Budget Appropriation *	80031-02	XXXXXXXX	20,000.00
		XXXXXXXX	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	80031-03	XXXXXXXX	
List by Improvements - Direct Charges Made for Preliminary Costs:		XXXXXXXX	XXXXXXXX
			XXXXXXXX
Appropriated to Finance Improvement Authorizations	80031-04	16,300.00	XXXXXXXX
			XXXXXXXX
Balance December 31, 2009	80031-05	20,630.00	XXXXXXXX
		36,930.00	36,930.00

\* The full amount of the 2009 budget appropriation should be transferred to this account unless the balance of the appropriation is to be permitted to lapse.

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

		Debit	Credit
Balance January 1, 2009	80030-01	XXXXXXXX	-
Received from 2009 Budget Appropriation*	80030-02	XXXXXXXX	
Received from 2009 Emergency Appropriation*	80030-03	XXXXXXXX	
Appropriated to Finance Improvement Authorizations	80030-04		XXXXXXXX
			XXXXXXXX
Balance December 31, 2009	80030-05	-	XXXXXXXX
		-	-

\* The full amount of the 2009 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.

**CAPITAL IMPROVEMENTS AUTHORIZED IN 2009**  
**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 2009 or Prior Years
Peddie Lake Dam Improvements	50,000.00	47,500.00	2,500.00	2,500.00
Reconst. of Morrison Ave. (1)	292,000.00	115,200.00	5,800.00	5,800.00
Imprmnt. to Franklin Street(4)	74,000.00	-	-	-
Imp. To Memorial Park	425,000.00	262,500.00	8,000.00	8,000.00
Parking Lot (2)				
Fire Truck & Protect. Equip. (4)	21,700.00	-	-	-
Stockton St. Historic District	1,840,000.00	1,840,000.00	-	-
Improvements (3)				
Total 80032-00	2,702,700.00	2,265,200.00	16,300.00	16,300.00

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

- (1) Grant Receivable \$171,000
- (2) Grant Receivable \$262,500
- (3) Grant Receivable \$1,690,000
- (4) Fully Funded Capital Ordinance

**GENERAL CAPITAL FUND**  
**STATEMENT OF CAPITAL SURPLUS**  
**YEAR - 2009**

		Debit	Credit
Balance January 1, 2009	80029-01	XXXXXXXX	603.87
Premium on Sale of Bonds		XXXXXXXX	-
Funded Improvement Authorizations Canceled		XXXXXXXX	95,742.74
Premium on Sale of Bond Anticipation Notes			1,076.00
Appropriated to Finance Improvement Authorizations	80029-02	95,700.00	XXXXXXXX
Appropriated to 2009 Budget Revenue	80029-03	-	XXXXXXXX
Balance December 31, 2009	80029-04	1,722.61	XXXXXXXX
		97,422.61	97,422.61

**BONDS ISSUED WITH A COVENANT OR COVENANTS**

1. Amount of Serial Bonds Issued Under Provisions of Chapter 233, P.L. 1944, Chapter 268, P.L. 1944, Chapter 428, P.L. 1943 or Chapter 77, Article VI-A, P.L. 1945, with Covenant or Covenants; Outstanding December 31, 2009 \_\_\_\_\_
  
2. Amount of Cash in Special Trust Fund as of December 31, 2009 (Note A) \_\_\_\_\_
3. Amount of Bonds Issued Under Item 1  
 Maturing in 2010 \_\_\_\_\_
4. Amount of Interest on Bonds with a  
 Covenant - 2010 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 2009 appropriation column.



**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 2009, please observe instructions of Sheet 2.

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



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

**POST CLOSING  
TRIAL BALANCE - WATER-SEWER UTILITY FUND  
AS AT DECEMBER 31, 2009**

**Operating and Capital Sections  
(Separately Stated)**

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

Title of Account	Debit	Credit
<b>WATER-SEWER UTILITY CAPITAL FUND</b>		
Estimated Proceeds - Bonds & Notes Authorized not Issued	2,200,200.00	
Bonds and Notes Authorized but not Issued		2,200,200.00
Cash	79,532.04	
Fixed Capital	12,962,487.48	
Fixed Capital Authorized and Uncompleted	5,018,400.00	
Grant Receivable	171,500.00	
Serial Bonds Payable		5,010,000.00
Loans Payable		271,812.71
Bond Anticipation Notes		229,900.00
Encumbrances Payable		208,652.50
Improvement Authorizations - Funded		194,035.36
Improvement Authorizations - Unfunded		2,002,359.49
Reserve for Amortization		9,975,174.77
Deferred Reserve for Amortization		293,800.00
Capital Improvement Fund		16.95
Down Payments on Improvements		200.00
Reserve for Grants Receivable		42,500.00
Fund Balance		3,467.74
	20,432,119.52	20,432,119.52

**(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, 2008	RECEIPTS					Disbursements	Balance Dec. 31, 2009
		Assessments and Liens	Operating Budget					
Assessment Serial Bond Issues:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
Assessment Bond Anticipation Note Issues:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
								-
Other Liabilities								
Trust Surplus								
Less Assets "Unfinanced" *	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX

Sheet 57

NOT APPLICABLE

\*Show as red figure

# SCHEDULE OF WATER-SEWER UTILITY BUDGET - 2009

## BUDGET REVENUES

Source	Budget	Received in Cash	Excess or Deficit*
Operating Surplus Anticipated 01	229,702.00	229,702.00	-
Operating Surplus Anticipated with Consent of Director of Local Government Services 02			
Rents	2,367,000.00	2,196,621.57	(170,378.43)
Miscellaneous	480,000.00	544,351.79	64,351.79
			-
			-
Added by N.J.S. 40A:4-87 (List)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Subtotal	3,076,702.00	2,970,675.36	(106,026.64)
Deficit (General Budget)** 06			
07	3,076,702.00	2,970,675.36	(106,026.64)

\*\*Amount in "Received in Cash" column for "Deficit (General Budget)" and amount expended for "Surplus (General Budget)" must agree with amounts shown for such items on Sheet 59.

## STATEMENT OF BUDGET APPROPRIATIONS

Appropriations:		XXXXXXXXXX
Adopted Budget		3,076,702.00
Added by N.J.S. 40A:4-87		-
Emergency		-
Total Appropriations		3,076,702.00
Add: Overexpenditures (See Footnote)		-
Total Appropriations and Overexpenditures		3,076,702.00
Deduct Expenditures:		
Paid or Charged	2,971,514.42	
Reserved	103,786.47	
Surplus (General Budget)**	-	
Total Expenditures		3,075,300.89
Unexpended Balance Canceled (See Footnote)		1,401.11

**FOOTNOTES - RE: OVEREXPENDITURES:**

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

**RE: UNEXPENDED BALANCE CANCELED:**

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

## STATEMENT OF 2009 OPERATION WATER-SEWER UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2009 WATER-SEWER Utility Budget contained either an item of revenue "Deficit (General Budget)" or an item of appropriation "Surplus (General Budget)"  
Section 2 should be filled out in every case.

### SECTION 1:

Revenue Realized:	XXXXXXXX	
Budget Revenue (Not Including "Deficit (General Budget)")	-	
Miscellaneous Revenue Not Anticipated		
2008 Appropriation Reserves Canceled * (Excess Revenue Realized)	-	
Accounts Payable canceled	-	
<b>Total Revenue Realized</b>		-
Expenditures:	XXXXXXXX	
Appropriations (Not Including "Surplus (General Budget)")	XXXXXXXX	
Paid or Charged	-	
Reserved	-	
Expended Without Appropriation		
Cash Refund of Prior Year's Revenue	-	
Overexpenditure of Appropriation Reserves		
Total Expenditures	-	
Less: Deferred Charges Included In Above "Total Expenditures"		
<b>Total Expenditures - As Adjusted</b>		-
Excess		-
Budget Appropriation - Surplus (General Budget) **	-	
Remainder = Balance of "Results of 2009 Operation" ("Excess in Operations" - Sheet 60)	-	
<b>Deficit</b>		
Anticipated Revenue - Deficit (General Budget) **		
Remainder = Balance of "Results of 2009 Operation" ("Operating Deficit - to Trial Balance" - Sheet 60)		

### SECTION 2:

The following Item of "2008 Appropriation Reserves Canceled in 2009" Is Due to the Current Fund TO THE EXTENT OF the amount Received and Due from the General Budget of 2008 for an Anticipated Deficit in the WATER-SEWER Utility for 2008:

2008 Appropriation Reserves Canceled in 2009	128,518.31	
Less: Anticipated Deficit in 2008 Budget - Amount Received and Due from Current Fund - If none, enter "None"	-	
<b>* Excess (Revenue Realized)</b>		128,518.31

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

## RESULTS OF 2009 OPERATIONS WATER-SEWER UTILITY

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXX	-
Unexpended Balances of Appropriations	XXXXXXXX	1,401.11
Miscellaneous Revenue Not Anticipated	XXXXXXXX	95.00
Unexpended Balances of 2008 Appropriation Reserves*	XXXXXXXX	128,518.31
Deficit in Anticipated Revenue	106,026.64	XXXXXXXX
Refund of Prior Year Revenue		XXXXXXXX
Operating Deficit - to Trial Balance	XXXXXXXX	
Excess in Operations - to Operating Surplus	23,987.78	XXXXXXXX
* See restriction in amount on Sheet 59, SECTION 2	130,014.42	130,014.42

### OPERATING SURPLUS - WATER-SEWER UTILITY

	Debit	Credit
Balance January 1, 2009	XXXXXXXX	550,937.05
Excess in Results of 2009 Operations	XXXXXXXX	23,987.78
Amount Appropriated in 2009 Budget - Cash	229,702.00	XXXXXXXX
Amount Appropriated in 2009 Budget with Prior Written Consent of Director of Local Government Services		XXXXXXXX
Balance December 31, 2009	345,222.83	XXXXXXXX
	574,924.83	574,924.83

### ANALYSIS OF BALANCE DECEMBER 31, 2009 (FROM WATER-SEWER UTILITY - TRIAL BALANCE)

Cash		393,098.77
Investments		-
Interfund Accounts Receivable		348,847.42
Subtotal		741,946.19
Deduct Cash Liabilities Marked with "C" on Trial Balance		396,723.36
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		345,222.83
*Other Assets Pledged to Operating Surplus		
Deferred Charges #	-	
Operating Deficit #	-	
Total Other Assets		-
#MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2009 BUDGET		345,222.83

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

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

Balance December 31, 2008		\$ <u>114,563.96</u>
Increased by:		
Water-Sewer Rents Levied		\$ <u>2,251,613.04</u>
		2,366,177.00
Decreased by:		
Collections	\$ <u>2,144,874.78</u>	
Overpayments applied	\$ <u>2,970.54</u>	
Transfer to _____ Liens	\$ _____	
Other Prepaid	\$ <u>48,776.27</u>	
		\$ <u>2,196,621.59</u>
Balance December 31, 2009		\$ <u>169,555.41</u>

**SCHEDULE OF \_\_\_\_\_ LIENS**

Balance December 31, 2008		\$ _____
Increased by:		
Transfers from Accounts Receivable	\$ _____	
Penalties and Costs	\$ _____	
Other	\$ _____	
		\$ _____
Decreased by:		
Collections	\$ _____	
Other	\$ _____	
		\$ _____
Balance December 31, 2009		\$ _____

## SCHEDULE OF GRAY WATER FEES ACCOUNTS RECEIVABLE

Balance December 31, 2008		\$ <u>7,421.20</u>
Increased by:		
Gray Water Fees Levied		\$ <u>467,854.27</u>
		475,275.47
Decreased by:		
Collections	\$ <u>463,720.92</u>	
Overpayments applied	\$ <u>3,804.45</u>	
Transfer to _____ Liens	\$ _____	
Other	\$ <u>-</u>	
		\$ <u>467,525.37</u>
 Balance December 31, 2009		 \$ <u>7,750.10</u>

## SCHEDULE OF \_\_\_\_\_ LIENS

Balance December 31, 2008		\$ _____
Increased by:		
Transfers from Accounts Receivable	\$ _____	
Penalties and Costs	\$ _____	
Other	\$ _____	
		\$ _____
Decreased by:		
Collections	\$ _____	
Other	\$ _____	
		\$ _____
 Balance December 31, 2009		 \$ _____

**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>	<u>Amount Dec. 31, 2008 per Audit Report</u>	<u>Amount in 2009 Budget</u>	<u>Amount Resulting from 2009</u>	<u>Balance as at Dec. 31, 2009</u>
1. Emergency Authorization - *	\$ _____	\$ _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____	\$ _____	\$ _____
5. _____	\$ _____	\$ _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____	\$ _____	\$ _____
8. _____	\$ _____	\$ _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____	\$ _____	\$ _____

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

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

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

**JUDGEMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED**

<u>In favor of</u>	<u>On Account of</u>	<u>Date Entered</u>	<u>Amount</u>	<u>Appropriated for in Budget of Year 2010</u>
1. _____	_____	_____	\$ _____	_____
2. _____	_____	_____	\$ _____	_____
3. _____	_____	_____	\$ _____	_____
4. _____	_____	_____	\$ _____	_____

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2010 DEBT SERVICE FOR BONDS  
UTILITY ASSESSMENT BONDS**

	Debit	Credit	2009 Debt Service
Outstanding January 1, 2009	XXXXXXXX		
Issued	XXXXXXXX		
Paid		XXXXXXXX	
Outstanding December 31, 2009		XXXXXXXX	
2010 Bond Maturities - Assessment Bonds			
2010 Interest on Bonds *			
<b>WATER-SEWER UTILITY CAPITAL BONDS</b>			
Outstanding January 1, 2009	XXXXXXXX	5,160,000.00	
Issued	XXXXXXXX		
Paid	150,000.00	XXXXXXXX	
Outstanding December 31, 2009	5,010,000.00	XXXXXXXX	
	5,160,000.00	5,160,000.00	
2010 Bond Maturities - Capital Bonds			160,000.00
2010 Interest on Bonds *			182,025.00

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

2010 Interest on Bonds (*Items)	182,025.00	
Less: Interest Accrued to 12/31/2009 (Trial Balance)	52,982.30	
Subtotal	129,042.70	
Add: Interest to be Accrued as of 12/31/2010	51,219.80	
Required Appropriations 2010		180,262.50

**LIST OF BONDS ISSUED DURING 2009**

Purpose	2010 Maturity	Amount Issued	Date of Issue	Interest Rate
NONE				

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2010 DEBT SERVICE FOR LOANS  
WATER-SEWER                      UTILITY LOAN**

	Debit	Credit	2010 Debt Service
Outstanding January 1, 2009	XXXXXXXX	533,912.56	
Issued	XXXXXXXX		
Paid	262,099.85	XXXXXXXX	
Outstanding December 31, 2009	271,812.71	XXXXXXXX	
	533,912.56	533,912.56	
2010 Loan Maturities			255,248.21
2010 Interest on Loans*		14,810.69	
<b>UTILITY LOAN</b>			
Outstanding January 1, 2009	XXXXXXXX		
Issued	XXXXXXXX		
Paid		XXXXXXXX	
Outstanding December 31, 2009		XXXXXXXX	
2010 Loan Maturities			
2010 Interest on Loans*			

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

2010 Interest on Loans (*Items)	14,810.69	
Less: Interest Accrued to 12/31/2009 (Trial Balance)	3,702.67	
Subtotal	11,108.02	
Add: Interest to be Accrued as of 12/31/2010	-	
Required Appropriations 2010		11,108.02

**LIST OF LOANS ISSUED DURING 2009**

Purpose	2010 Maturity	Amount Issued	Date of Issue	Interest Rate
NONE				

## 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, 2009	Date of Maturity	Rate of Interest	2010 Budget Requirement		
						For Principal	For Interest **	
1. 08-19 Water/Sewer Improvements	148,000.00	12/11/08	148,000.00	12/10/10	2.000%	-	2,960.00	
2. 09-02 Morrison Avenue Improvements	81,900.00	12/23/09	81,900.00	12/10/10	0.700%	-	552.60	
3.						-	-	
4.						-	-	
5.						-	-	
6.						-	-	
7.						-	-	
8.						-	-	
9.						-	-	
	229,900.00		229,900.00			-	3,512.60	

Sheet 64

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

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

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

All notes with an original date of issue of 2007 or prior require one legal payable installment to be budgeted if it is contemplated that such notes will be renewed in 2010 or written intent of permanent financing submitted.

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

INTEREST ON NOTES - WATER/SEWER UTILITY BUDGET	
2010 Interest on Notes	3,512.60
Less: Interest Accrued to 12/31/2009(Trial Balance)	185.41
Subtotal	3,327.19
Add: Interest to be Accrued as of 12/31/2010	204.90
Required Appropriation - 2010	3,532.09

(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, 2009	Date of Maturity	Rate of Interest	2010 Budget Requirement		Interest Computed to (Insert Date)
							For Principal	For Interest **	
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									
11.									
12.									
13.									
14.									
15.									

Sheet 65

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

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

**Utility Assessment Notes with an original date of issue of December 31, 2007 or prior must be appropriated in full in the 2010 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".**

NOT APPLICABLE

# SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Lease Obligation Outstanding Dec. 31, 2009	2010 Budget Requirement	
		For Principal	For Interest/Fees
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
Total	-	-	-

Sheet 65a

NOT APPLICABLE

(Do not crowd - add additional sheets)

## SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (UTILITY CAPITAL FUND)

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2009		2009 Authorizations	Encumbrance Canceled	Expended	Authorizations Canceled	Balance - December 31, 2009	
	Funded	Unfunded					Funded	Unfunded
	-	-			-		-	-
01-01 Various Upgrades	2,928.87	-			-		2,928.87	-
01-11, 01-21 Water Imp. Dey Outcalt Street	43,718.57	-			10,629.11		33,089.46	-
02-16 Water/Sewer Improvements	131,395.81	200.00			5,015.00		126,580.81	-
03-19 Elevated Water Tower	5,405.57	-			-		5,405.57	-
03-26 Backwash Water Recovery Tank	33.02	-			-		33.02	-
04-18 Water/Sewer Improvements	12,319.72	-			8,317.73		4,001.99	-
06-06, 06-25 Water/Sewer Improvements	12,504.82	-			1,939.00		10,565.82	-
06-18 Acquisition of Water Meters	733.75	-			733.75		-	-
07-02 Water-Sewer Improvements - Morrison Ave and Outcalt	21,616.70	-			16,903.21		4,713.49	-
08-10, 08-19 Water/Sewer Improvements	-	122,220.40			115,504.07		6,716.33	-
09-02 Water-Sewer Imp. Morrison Ave.	-	-	215,000.00		211,940.51		-	3,059.49
09-15 Water Main Extension	-	-	2,200,000.00		200,700.00		-	1,999,300.00
<b>Total</b>	<b>230,656.83</b>	<b>122,420.40</b>	<b>2,415,000.00</b>	<b>-</b>	<b>571,682.38</b>	<b>-</b>	<b>194,035.36</b>	<b>2,002,359.49</b>

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

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

	Debit	Credit
Balance January 1, 2009	XXXXXXXX	16.95
Received from 2009 Budget Appropriation*	XXXXXXXX	4,100.00
	XXXXXXXX	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	XXXXXXXX	
List by Improvements - Direct Charges Made for Preliminary Costs:	XXXXXXXX	XXXXXXXX
		XXXXXXXX
Appropriated to Finance Improvement Authorizations	4,100.00	XXXXXXXX
		XXXXXXXX
Balance December 31, 2009	16.95	XXXXXXXX
	4,116.95	4,116.95

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

	Debit	Credit
Balance January 1, 2009	XXXXXXXX	200.00
Received from 2009 Budget Appropriation*	XXXXXXXX	
Received from 2009 Emergency Appropriation*	XXXXXXXX	
Appropriated to Finance Improvement Authorizations		XXXXXXXX
Balance December 31, 2009	200.00	XXXXXXXX
	200.00	200.00

\*The full amount of the 2009 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.

**UTILITY FUND  
CAPITAL IMPROVEMENTS AUTHORIZED IN 2009  
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 2009 or Prior Years
Water-Sewer Imp. Morrison Ave. *	215,000.00	81,900.00	4,100.00	4,100.00
Water Main Extension	2,200,000.00	2,200,000.00	-	-
* Grant Receivable \$129,000				
	2,415,000.00	2,281,900.00	4,100.00	4,100.00

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

**YEAR 2009**

	Debit	Credit
Balance January 1, 2009	XXXXXXXX	3,114.74
Premium on Sale of Bonds	XXXXXXXX	
Funded Improvement Authorizations Canceled	XXXXXXXX	
Premium on Sale of Bond Anticipation Notes		353.00
Appropriated to Finance Improvement Authorizations		XXXXXXXX
Appropriated to 2009 Budget Revenue		XXXXXXXX
Balance December 31, 2009	3,467.74	XXXXXXXX
	3,467.74	3,467.74

# INSTRUCTIONS IN PREPARATION OF ANNUAL FINANCIAL STATEMENT OF 2009

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

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

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

## INDEX

- 1, 1a., & 1b. Certification and Affidavit
- 1c. Municipal Budget Local Examination Certification
- 1d. Report of Federal and State Financial Assistance Expenditures of Awards
- 2. Instructions and Certification
- 3, 3a., & 3b. Trial Balance-Current Fund
- 4. Trial Balance-Public Assistance Fund
- 5. Trial Balance-Federal and State Funds
- 6 & 6b. Trial Balance-Trust Funds/Schedule of Trust Fund Reserves
- 6a. Municipal Public Defender Certification - P.L. 1997, C.256
- 7. Analysis of Trust Assessment Cash and Investments Pledged to Liabilities and Surplus
- 8. Trial Balance-Capital Fund
- 9 & 9a. Cash Reconciliation
- 10. Federal and State Grants Receivable
- 11 & 11a. Appropriated Reserves for Federal and State Grants
- 12. Unappropriated Reserves for Federal and State Grants
- 13. Local District School Tax-Municipal Open Space Tax
- 14. Regional School Tax-Regional High School Tax
- 15. County Taxes Payable-Special District Taxes
- 16. Reserves for State and Federal Aid for Library Services
- 17 & 17a. General Budget Revenues
- 17. Allocation of Current Tax Collections
- 18. General Budget Appropriations
- 18. Emergency Appropriations for Local District School Purposes
- 19. Results of 2009 Operation-Current Fund
- 20. Schedule of Miscellaneous Revenues Not Anticipated
- 21. Surplus Account and Analysis of Balance
- 22. Current Tax Levy
- 22a. Accelerated Tax Sale/Tax Levy Sale Chapter 99 to Calculate Underlying Tax Collection Rate for 2009
- 23. Due from/to State of New Jersey for Senior Citizens and Veterans Deductions
- 24. Reserve for Tax Appeals Pending (N.J.S.A. 54:3-37)
- 25. Municipal Budget-Computation of "Reserve for Uncollected Taxes" and "Amount to be Raised by Taxation"
- 25a. Accelerated Tax Sale-Chapter 99. Calculation to Utilize Proceeds in Current Budget as Deduction to Reserve for Uncollected Tax Appropriation.
- 26. Delinquent Taxes and Tax Title Liens
- 27. Foreclosed Property; Contract Sales; Mortgage Sales
- 28. Deferred Charges and List of Judgments-Current
- 29. Emergency-Tax Map; Revaluation: Master Plan; Revisions and Codification of Ordinance; Drainage Maps for Flood Control; Preliminary Studies, etc. for Sanitary Sewer Systems, Municipal Consolidation Act; Flood or Hurricane Damage
- 30. Emergency-Damage to Roads and Bridges by Snow, Ice, etc.; Public Exigencies Caused by Civil Disturbances
- 31 & 31a. Summary Statement of Debt Service Requirements-Municipal (or County)
- 32. Summary Statement of Debt Service Requirements-School-Type I and Current
- 33. Debt Service for Notes (Other than Assessment Notes)
- 34 & 34a. Debt Service for Assessment Notes/Schedule of Capital Lease Program Obligations
- 35 & 35a. Improvement Authorizations
- 36. Capital Improvement Fund
- 37. Down Payment
- 37. Capital Improvements Authorized in 2009
- 38. General Capital Surplus, Bond Covenants
- 39. Required Information (N.J.S.A. 52:27BB-55 as amended by Chap. 211, P.L. 1981)

## UTILITIES ONLY

- 40. Instructions
- 41 & 55. Trial Balance-Utility Fund
- 42 & 56. Trial Balance-Utility Assessment Trust Funds
- 43 & 57. Analysis of Utility Assessment Trust Cash and Investments Pledged to Liabilities and Surplus
- 44 & 58. Utility Revenues and Appropriations
- 45 & 59. 2009 Utility Operations
- 46 & 60. Results of Operation, Operating Surplus and Analysis
- 47 & 61. Utility Accounts Receivable; Utility Liens
- 48 & 62. Deferred Charges and List of Judgments-Utility
- 49 & 63. Summary Statement of Debt Service Requirements
- 49a. & 63a. Summary Statement of Loan Requirements
- 50 & 64. Debt Service for Utility Notes (Other than Utility Assessment Notes)
- 51 & 65. Debt Service for Utility Assessment Notes
- 51a & 65a. Schedule of Capital Lease Program Obligations
- 52 & 66. Improvement Authorizations (Utility Capital)
- 53 & 67. Capital Improvement Fund and Down Payments
- 54 & 68. Utility Capital Improvements Authorized in 2009; Utility Capital Surplus