

**ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2011  
(UNAUDITED)**

POPULATION LAST CENSUS 5,494  
NET VALUATION TAXABLE 2011 488,347,036  
MUNICODE 1104

**FIVE DOLLARS PER DAY PENALTY IF NOT FILED BY:  
COUNTIES - JANUARY 26, 2012  
MUNICIPALITIES - FEBRUARY 10, 2012**

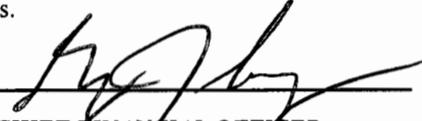
**ANNUAL FINANCIAL STATEMENT REQUIRED TO BE FILED UNDER NEW JERSEY STATUTES ANNOTATED 40A:5-12, AS AMENDED, COMBINED WITH INFORMATION REQUIRED PRIOR TO CERTIFICATION OF BUDGETS BY THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES.**

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, 2011, 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, 2011.

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

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 \_\_\_\_\_, 2012.

**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 2011 as required under N.J.A.C. 5:23-4.17.

Printed name: \_\_\_\_\_ GEORGE CHIN \_\_\_\_\_

Signature: \_\_\_\_\_ *George Chin* \_\_\_\_\_

Certificate #: \_\_\_\_\_ 9638 \_\_\_\_\_

Date: \_\_\_\_\_ *2/2/12* \_\_\_\_\_

**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**

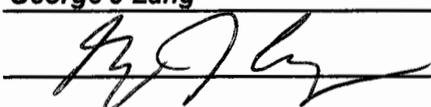
1. The outstanding indebtedness of the previous fiscal year **is not in excess of 3.5%**;
2. All emergencies approved for the previous fiscal year **did not exceed 3%** of total appropriations;
3. The tax collection rate **exceeded 90%**;
4. The deferred charges **did not equal or exceed 4%** of the 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 appropriation or levy "CAP" waiver.
10. The municipality will not apply for Transitional Aid for 2012.

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 item(s) # \_\_\_\_\_ Ineligible per state Group 3 \_\_\_\_\_ 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 #: **NO-227**  
Date: **3-26-12**

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

**Report of Federal and State Financial Assistance**

**Expenditure of Awards**

Fiscal Year Ending: 12/31/2011

	(1) Federal Programs Expended (administered by the State)	(2) State Programs Expended	(3) Other Federal Programs Expended
TOTAL	<u>\$ 577,997.75</u>	<u>\$ 286,875.47</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

03/04/12  
 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 2011 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, 2011**

Certification is hereby made that the Net Valuation Taxable of property liable to taxation for the tax year 2012 and filed with the County Board of Taxation on January 10, 2012 in accordance with the requirement of N.J.S.A. 54:4-35, was in the amount of 481,330,622.00

  
\_\_\_\_\_  
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 (CONT'D)**  
AS AT DECEMBER 31, 2011

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

Title of Account	Debit	Credit
Appropriation Reserves		886,373.70
Reserve for Encumbrances		499,113.43
Prepaid Taxes		134,593.26
Accounts Payable		28,334.35
Tax Overpayments		20,719.70
Due to Water-Sewer Operating		3,997.65
Due to Other Trust		150,113.40
Added County Taxes Payable		9,233.37
Due to State of NJ		1,379.00
Reserve for Tax Appeals		53,001.50
Reserve for Revaluation		15,000.00
Local District School Tax Payable		0.10
		1,801,859.46
Emergency Note Payable		1,600,000.00
Subtotal		3,401,859.46
		-
Reserve for Receivables		648,358.53
Fund Balance		545,525.77
	4,595,743.76	4,595,743.76

"C"

(Do not crowd - add additional sheets)







# MUNICIPAL PUBLIC DEFENDER CERTIFICATION

**Public Law 1998, C. 256**

Municipal Public Defender Expended Prior Year 2010:.....	(1)	5,101.52	
	x	<u>1,275.38</u>	25%
	(2)	6,376.90	
 Municipal Public Defender Trust Cash Balance December 31, 2011:.....	 (3)	 7,830.47	

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:  $3 - (1 + 2) =$  ..... \$ 1,453.57

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: 3/7/2012

### Schedule of Trust Fund Reserves

<u>Purpose</u>	Amount Dec. 31, 2010 per Audit Report	<u>Receipts</u>	<u>Disbursements</u>	Balance as at <u>Dec. 31, 2011</u>
1. <u>Tax Sale Premium</u>	\$ 29,292.73	\$ 157,300.00	\$ -	\$ 186,592.73
2. <u>Snow Removal</u>	2,042.40	-	1,929.16	113.24
3. <u>Law Enforcement Trust</u>	7,127.54	41,044.22	14,974.60	33,197.16
4. <u>POAA</u>	749.00	56.00	-	805.00
5. <u>Public Defender</u>	7,531.47	5,611.97	5,312.97	7,830.47
6. <u>Uniform Fire Safety Act</u>	2,975.03	-	-	2,975.03
7. <u>Recycling</u>	10,393.65	18,325.20	-	28,718.85
8. <u>Unemployment</u>	36,828.52	80.48	17,683.86	19,225.14
9. <u>K-9 Unit Police Dept</u>	12.49	-	-	12.49
10. <u>D &amp; M Property Damage- Donation</u>	462.75	-	-	462.75
11. <u>Special Duty</u>	268.41	17,380.37	14,937.37	2,711.41
12. <u>Workers Compensation</u>	-	-	-	-
13. <u>Well Baby Donations</u>	70.00	-	-	70.00
14. <u>Memorial Day Parade- Donation</u>	1,311.17	84.00	269.00	1,126.17
15. _____	-	-	-	-
16. <u>Community Garden Project</u>	157.93	6,118.00	6,118.00	157.93
17. <u>Revitalization Donations</u>	69.36	-	-	69.36
18. _____	-	-	-	-
19. <u>Presbyterian Homes - Sidewalks - Donation</u>	5,000.00	-	-	5,000.00
20. <u>Insurance Refund</u>	1,408.50	-	-	1,408.50
21. <u>Recycling - Grass</u>	5,642.36	725.00	12.50	6,354.86
22. <u>Federal Forfeiture-RMR</u>	2,253.48	9.01	-	2,262.49
23. <u>Tax Collector Lien</u>	1,340.17	676,629.63	610,565.21	67,404.59
24. <u>Housing Authority Donation- Dawes</u>	4,177.10	10,845.00	9,100.25	5,921.85
25. <u>Historical Site Commission - Donation</u>	1,607.61	-	-	1,607.61
26. <u>Environmental Commission</u>	593.05	745.00	1,158.85	179.20
27. <u>RCA COAH</u>	174,121.53	-	-	174,121.53
28. <u>Housing Rehabilitation</u>	-	-	-	-
29. <u>Other Escrows</u>	35,336.20	-	-	35,336.20
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, 2010 per Audit <u>Report</u>	<u>Receipts</u>	<u>Disbursements</u>	Balance as at <u>Dec. 31, 2011</u>
1. <u>October Fair Donations</u>	\$ 3,604.91	\$ 15,776.00	16,359.19	\$ 3,021.72
2. <u>Donations-National Night Out</u>	132.12	1,225.00	397.50	959.62
3. <u>Housing Trust - COAH Donation- Franklin St.</u>	392,922.53	2,959.20	-	395,881.73
4. <u>Project Lighting</u>	4,322.50	700.00	1,988.75	3,033.75
5. <u>Donations - Animal Control</u>	2,041.42	-	-	2,041.42
6. <u>Donations - Animal Welfare Recreation Donations-</u>	6,843.88	9,993.68	3,501.34	13,336.22
7. <u>General Recreation Donations-</u>	290.38	-	-	290.38
8. <u>Triathlon Recreation Donations-</u>	24,782.38	11,908.88	6,767.53	29,923.73
9. <u>Programs Peddie Dam Footbridge</u>	2,682.76	2,861.00	4,305.71	1,238.05
10. <u>Donations Recaptured Funds -Housing</u>	7,939.00	34,371.98	18,266.50	24,044.48
11. <u>Rehabilitation</u>	23,499.09	-	-	23,499.09
12. _____	-			-
13. _____				-
14. _____				-
15. _____				-
16. _____				-
17. _____				-
18. _____				-
19. _____				-
20. _____				-
21. _____				-
22. _____				-
23. _____				-
24. _____				-
25. _____				-
26. _____				-
27. _____				-
28. _____				-
29. _____				-
30. _____				-
<b>Totals:</b>	<b>\$ 828,457.15</b>	<b>\$ 1,014,749.62</b>	<b>\$ 762,272.02</b>	<b>\$ 1,080,934.75</b>

## ANALYSIS OF TRUST ASSESSMENT CASH AND INVESTMENTS PLEDGED TO LIABILITIES AND SURPLUS

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2010	RECEIPTS					Disbursements	Balance Dec. 31, 2011
		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, 2011

	Cash		Less Checks Outstanding	Cash Book Balance
	*On Hand	On Deposit		
Current	408,442.83	2,031,228.31	94,163.31	2,345,507.83
Trust - Assessment	-	-	-	-
Trust - Dog License	55.20	15,488.54	1,500.00	14,043.74
Trust - Other	3,586.52	1,274,066.09	128,677.23	1,148,975.38
Capital - General	-	352,634.44	10,090.27	342,544.17
Water - Operating	-	-	-	-
Water - Capital	-	-	-	-
_____ Utility - Assessment Trust				-
Public Assistance **	-	-	-	-
Garbage District	-	-	-	-
Grant Fund	-	87,936.58	1,578.68	86,357.90
Water/Sewer Operating	9,465.12	600,266.92	260,334.73	349,397.31
Water/Sewer Capital	-	160,088.10	25,009.76	135,078.34
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
<b>Total</b>	<b>421,549.67</b>	<b>4,521,708.98</b>	<b>521,353.98</b>	<b>4,421,904.67</b>

\* Include Deposits In Transit

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

### **REQUIRED CERTIFICATION**

I hereby certify that all amounts shown in the "Cash on Deposit" column on Sheet 9 and 9(a) have been verified with the applicable bank statements, certificates, agreements or passbooks at December 31, 2011.

I also certify that all amounts, if any, shown for Investments in Savings and Loan Associations on any trial balance have been verified with the applicable passbooks at December 31, 2011.

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

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

Signature: 

Title CFO

# CASH RECONCILIATION DECEMBER 31, 2011 (cont'd)

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

<b>CURRENT FUND</b>		
First Constitution		2,031,228.31
		2,031,228.31
<b>GRANT FUND</b>		
First Constitution		87,936.58
		87,936.58
<b>CAPITAL FUND</b>		
First Constitution		320,790.14
Wachovia		31,844.30
		352,634.44
<b>ANIMAL CONTROL FUND</b>		
First Constitution		15,488.54
		15,488.54
<b>OTHER TRUST</b>		
First Constitution	General Trust	229,865.86
First Constitution	Law Enforcement	33,197.16
First Constitution	Unemployment Trust	1,993.56
First Constitution	Public Defender	7,967.64
First Constitution	Tax Collector Lien	167,459.91
First Constitution		-
First Constitution	Payroll	79,756.53
First Constitution	Housing Trust	395,881.73
Wachovia	RCA -COAH	173,975.55
First Constitution	Federal Forfeiture RMR	2,262.49
First Constitution		179,033.23
First Constitution		2,672.43
		1,274,066.09
<b>WATER/SEWER OPERATING</b>		
First Constitution		600,266.92
		600,266.92
<b>WATER/SEWER CAPITAL</b>		
First Constitution		160,088.10
		160,088.10
<b>TOTAL</b>		4,521,708.98

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, 2011	2011 Budget Revenue Realized	Received	Canceled		Balance Dec. 31, 2011
Drunk Driving Enforcement	-	-	-			-
	-					-
Clean Communities	-	7,520.26	7,520.26			-
Recycling Tonnage Grant	-	9,895.45	9,895.45			-
Municipal Court Alcohol Ed & Rehab Fund	-	6,040.69	6,040.69			-
Over the Limit - Under Arrest	-	4,400.00				4,400.00
	-					-
Body Armor Grant	-	1,437.28	1,437.28			-
Body Armor Grant - Federal	833.84	-	-			833.84
Division of Parks and Forestry Trees	7,000.00	-	6,980.00			20.00
JIF Safety Grant	376.00	-	-			376.00
ANJEC Land Use Planning Grant	-	5,250.00	-			5,250.00
	-					-
	-	-	-			-
	-	-	-			-
	-					-
	-					-
<b>Totals</b>	<b>8,209.84</b>	<b>34,543.68</b>	<b>31,873.68</b>	-	-	<b>10,879.84</b>

## SCHEDULE OF APPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Grant	Balance Jan. 1, 2011	Transferred from 2011 Budget Appropriations		Prior Year Encumbrances	Expended	Encumbrance Payable	Canceled	Balance Dec. 31, 2011
		Budget	Appropriation By 40A:4-87					
Drunk Driving Enforcement	27,256.28	-	-	-	3,063.01	142.00		24,051.27
Clean Communities	-	7,520.26	-		7,520.26			-
	-	-						-
	-	-						-
Municipal Court Alcohol Ed & Rehab Fund	17,809.89	-	6,040.69	1,200.00	12,340.00	-		12,710.58
	-	-				-		-
Occupant Protection Grant - Click IT	-	-			-	-		-
Over the Limit - Under Arrest	-	-	-			-		-
Recycling Tonnage Grant	14,818.53	5,518.84	4,376.61		-			24,713.98
Division of Parks and Forestry Trees	900.00	-	-		880.00			20.00
Body Armor Replacement Fund -State	2,606.59	-	1,437.28		2,265.85			1,778.02
Body Armor Replacement Fund -Federal	1,603.47	-			-			1,603.47
FEMA State and Local Hazards Emerg	2,405.72	-			-			2,405.72
ANJEC Land Use Planning Grant	-	-	5,250.00		-			5,250.00
Over the Linit Under Arrest	-	-	4,400.00		-			4,400.00
JIF Safety Grant	333.00	-		-				333.00
								-
Totals	67,733.48	13,039.10	21,504.58	1,200.00	26,069.12	142.00	-	77,266.04

## SCHEDULE OF UNAPPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Grant	Balance Jan. 1, 2011	Transferred to 2011 Budget Appropriations			Received			Balance Dec. 31, 2011
		Budget	Appropriation By 40A: 4-87					
Recycling Tonnage Grant	5,518.84	5,518.84	-		-			-
JIF Safety Grant	-		-		2,070.40			2,070.40
								-
								-
								-
								-
								-
								-
								-
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								-
								-
								-
								-
								-
								-
<b>Totals</b>	5,518.84	5,518.84	-		2,070.40			2,070.40

## \*LOCAL DISTRICT SCHOOL TAX

	Debit	Credit
Balance January 1, 2011		XXXXXXXX
School Tax Payable # 85001-00	XXXXXXXX	-
School Tax Deferred (Not in excess of 50% of Levy - 2010-2011) 85002-00	XXXXXXXX	-
Levy School Year July 1, 2011 - June 30, 2012	XXXXXXXX	-
Levy Calendar Year 2011	XXXXXXXX	-
Paid	-	XXXXXXXX
Balance December 31, 2011	XXXXXXXX	XXXXXXXX
School Tax Payable # 85003-00	-	XXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2011-2012) 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, 2011 85045-00	XXXXXXXX	
2011 Levy 81105-00	XXXXXXXX	
Interest Earned	XXXXXXXX	
Expended		XXXXXXXX
Balance December 31, 2011 85046-00		XXXXXXXX
	-	-

## REGIONAL SCHOOL TAX

(Provide a separate statement for each Regional District involved)

	Debit	Credit
Balance January 1, 2011	XXXXXXXX	XXXXXXXX
School Tax Payable # 85031-00	XXXXXXXX	
School Tax Deferred (Not in excess of 50% of Levy - 2010-2011) 85032-00	XXXXXXXX	
Levy School Year July 1, 2011 - June 30, 2012	XXXXXXXX	
Levy Calendar Year 2011	XXXXXXXX	8,264,830.61
Paid	8,264,830.51	XXXXXXXX
Balance December 31, 2011	XXXXXXXX	XXXXXXXX
School Tax Payable # 85033-00	0.10	XXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2011-2012) 85034-00		XXXXXXXX
	8,264,830.61	8,264,830.61

# Must include unpaid requisitions.

## REGIONAL HIGH SCHOOL TAX

	Debit	Credit
Balance January 1, 2011	XXXXXXXX	XXXXXXXX
School Tax Payable # 85041-00	XXXXXXXX	
School Tax Deferred (Not in excess of 50% of Levy - 2010-2011) 85042-00	XXXXXXXX	
Levy School Year July 1, 2011 - June 30, 2012	XXXXXXXX	
Levy Calendar Year 2011	XXXXXXXX	
Paid		XXXXXXXX
Balance December 31, 2011	XXXXXXXX	XXXXXXXX
School Tax Payable # 85043-00		XXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2011-2012) 85044-00		XXXXXXXX
	-	-

# Must include unpaid requisitions

## COUNTY TAXES PAYABLE

	Debit	Credit
Balance January 1, 2011	XXXXXXXX	XXXXXXXX
County Taxes 80003-01	XXXXXXXX	-
Due County for Added and Omitted Taxes 80003-02	XXXXXXXX	17,655.60
2011 Levy:	XXXXXXXX	XXXXXXXX
General County 80003-03	XXXXXXXX	2,372,669.76
County Library 80003-04	XXXXXXXX	261,994.66
County Health	XXXXXXXX	
County Open Space Preservation	XXXXXXXX	97,693.70
Due County for Added and Omitted Taxes 80003-05	XXXXXXXX	9,233.37
Paid	2,750,013.72	XXXXXXXX
Balance December 31, 2011	XXXXXXXX	XXXXXXXX
County Taxes	-	XXXXXXXX
Due County for Added & Omitted Taxes	9,233.37	XXXXXXXX
	2,759,247.09	2,759,247.09

## SPECIAL DISTRICT TAXES

	Debit	Credit
Balance January 1, 2011 80003-06	XXXXXXXX	-
2011 Levy: (List Each Type of District Tax Separately - see Footnote)	XXXXXXXX	XXXXXXXX
Fire - 81108-00 -	XXXXXXXX	XXXXXXXX
Sewer - 81111-00 -	XXXXXXXX	XXXXXXXX
Water - 81112-00 -	XXXXXXXX	XXXXXXXX
Garbage - 81109-00 -	XXXXXXXX	XXXXXXXX
	XXXXXXXX	XXXXXXXX
	XXXXXXXX	XXXXXXXX
	XXXXXXXX	XXXXXXXX
Total 2011 Levy 80003-07	XXXXXXXX	-
Paid 80003-08	-	XXXXXXXX
Balance December 31, 2011 80003-09	-	XXXXXXXX
	-	-

Footnote: Please state the number of districts in each instance.

## STATE LIBRARY AID

### RESERVE FOR MAINTENANCE OF FREE PUBLIC LIBRARY WITH STATE AID

		Debit	Credit
Balance January 1, 2011	80004-01	XXXXXXXX	-
State Library Aid Received in 2011	80004-02	XXXXXXXX	
Expended	80004-09		XXXXXXXX
Balance December 31, 2011	80004-10	-	
		-	-

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

		Debit	Credit
Balance January 1, 2011	80004-03	XXXXXXXX	
State Library Aid Received in 2011	80004-04	XXXXXXXX	
Expended	80004-11		XXXXXXXX
Balance December 31, 2011	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, 2011	80004-05	XXXXXXXX	
State Library Aid Received in 2011	80004-06	XXXXXXXX	
Expended	80004-13		XXXXXXXX
Balance December 31, 2011	80004-14	-	
		-	-

### RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

		Debit	Credit
Balance January 1, 2011	80004-07	XXXXXXXX	
State Library Aid Received in 2011	80004-08	XXXXXXXX	
Expended	80004-15		XXXXXXXX
Balance December 31, 2011	80004-16	-	
		-	-

## STATEMENT OF GENERAL BUDGET REVENUES 2011

Source	Budget -01	Realized -02	Excess or Deficit* -03
Surplus Anticipated 80101-	287,950.00	287,950.00	-
Surplus Anticipated with Prior Written Consent of Director of Local Government 80102-			
Miscellaneous Revenue Anticipated:	XXXXXXXX	XXXXXXXX	XXXXXXXX
Adopted Budget	1,392,669.10	1,429,511.57	36,842.47
Added by N.J.S. 40A:4-87: (List on 17a)	XXXXXXXX	XXXXXXXX	XXXXXXXX
Per attached sheet	21,504.58	21,504.58	-
Total Miscellaneous Revenue Anticipated 80103-	1,414,173.68	1,451,016.15	36,842.47
Receipts from Delinquent Taxes 80104-	350,000.00	380,704.87	30,704.87
Amount to be Raised by Taxation:	XXXXXXXX	XXXXXXXX	XXXXXXXX
(a) Local Tax for Municipal Purposes 80105-	4,277,904.00	XXXXXXXX	XXXXXXXX
(b) Addition to Local District School Tax 80106-		XXXXXXXX	XXXXXXXX
Total Amount to be Raised by Taxation 80107-	4,277,904.00	4,532,197.76	254,293.76
	6,330,027.68	6,651,868.78	321,841.10

## ALLOCATION OF CURRENT TAX COLLECTIONS

	Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22) 80108-00	XXXXXXXX	15,008,619.86
Amount to be Raised by Taxation	XXXXXXXX	XXXXXXXX
Local District School Tax 80109-00	-	XXXXXXXX
Regional School Tax 80119-00	8,264,830.61	XXXXXXXX
Regional High School Tax 80110-00	-	XXXXXXXX
County Taxes 80111-00	2,732,358.12	XXXXXXXX
Due County for Added and Omitted Taxes 80112-00	9,233.37	XXXXXXXX
Special District Taxes 80113-00	-	XXXXXXXX
Municipal Open Space Tax 80120-00		
Reserve for Uncollected Taxes 80114-00	XXXXXXXX	530,000.00
Deficit in Required Collection of Current Taxes (or) 80115-00	XXXXXXXX	
Balance for Support of Municipal Budget (or) 80116-00	4,532,197.76	XXXXXXXX
*Excess Non-Budget Revenue (see footnote) 80117-00		XXXXXXXX
*Deficit Non-Budget Revenue (see footnote) 80118-00	XXXXXXXX	
	15,538,619.86	15,538,619.86

\*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 2011

2011 Budget as Adopted	80012-01	6,308,523.10
2011 Budget - Added by N.J.S. 40A: 4-87	80012-02	21,504.58
Appropriated for 2011 (Budget Statement Item 9)	80012-03	6,330,027.68
Appropriated for 2011 by Emergency Appropriation (Budget Statement Item 9)	80012-04	1,600,000.00
<b>Total General Appropriations (Budget Statement Item 9)</b>	<b>80012-05</b>	<b>7,930,027.68</b>
Add: Overexpenditures (see footnote)	80012-06	-
<b>Total Appropriations and Overexpenditures</b>	<b>80012-07</b>	<b>7,930,027.68</b>
Deduct Expenditures:		
Paid or Charged [Budget Statement Item (L)]	80012-08	6,503,079.68
Paid or Charged - Reserve for Uncollected Taxes	80012-09	530,000.00
Reserved	80012-10	886,373.70
<b>Total Expenditures</b>	<b>80012-11</b>	<b>7,919,453.38</b>
<b>Unexpended Balances Canceled (see footnote)</b>	<b>80012-12</b>	<b>10,574.30</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)

2011 Authorizations		
N.J.S. 40A: 4-46 (After adoption of Budget)		
N.J.S. 40A: 4-20 (Prior to adoption of Budget)		
<b>Total Authorizations</b>		
Deduct Expenditures:		
Paid or Charged		
Reserved		
<b>Total Expenditures</b>		

# RESULTS OF 2011 OPERATIONS

## CURRENT FUND

	Debit	Credit
Excess of anticipated Revenues:	XXXXXXXXXX	XXXXXXXXXX
Miscellaneous Revenues anticipated                      80013-01	XXXXXXXXXX	36,842.47
Delinquent Tax Collections                                      80013-02	XXXXXXXXXX	30,704.87
	XXXXXXXXXX	
Required Collection of Current Taxes                      80013-03	XXXXXXXXXX	254,293.76
Unexpended Balances of 2011 Budget Appropriations      80013-04	XXXXXXXXXX	10,574.30
Miscellaneous Revenue Not Anticipated                      81113-	XXXXXXXXXX	86,996.94
Miscellaneous Revenue Not Anticipated:		
Proceeds of Sale of Foreclosed Property (Sheet 27)      81114-	XXXXXXXXXX	
Payments in Lieu of Taxes on Real Property              81120-	XXXXXXXXXX	
Sale of Municipal Assets	XXXXXXXXXX	
Unexpended Balances of 2010 Appropriation Reserves      80013-05	XXXXXXXXXX	143,606.12
Prior Years Interfunds Returned in 2011                      80013-06	XXXXXXXXXX	-
	XXXXXXXXXX	-
	XXXXXXXXXX	-
	XXXXXXXXXX	XXXXXXXXXX
Deferred School Tax Revenue: (See School Taxes, Sheets 13 & 14)	XXXXXXXXXX	XXXXXXXXXX
Balance January 1, 2011                                      80013-07	-	XXXXXXXXXX
Balance December 31, 2011                                      80013-08	XXXXXXXXXX	-
Deficit in Anticipated Revenues:	XXXXXXXXXX	XXXXXXXXXX
Miscellaneous Revenues Anticipated                      80013-09	-	XXXXXXXXXX
Delinquent Tax Collections                                      80013-10	-	XXXXXXXXXX
	-	XXXXXXXXXX
Required Collection of Current Taxes                      80013-11	-	XXXXXXXXXX
Interfund Advances Originating in 2011                      80013-12	177,759.30	XXXXXXXXXX
Prior Years Senior Citizen Deduction Disallowed	1,750.00	XXXXXXXXXX
Prior year Refund	2,941.55	XXXXXXXXXX
		XXXXXXXXXX
Deficit Balance - To Trial Balance (Sheet 3)                      80013-13	XXXXXXXXXX	-
Surplus Balance - To Surplus (Sheet 21)                      80013-14	380,567.61	XXXXXXXXXX
	563,018.46	563,018.46



## SURPLUS - CURRENT FUND YEAR 2011

		Debit	Credit
1. Balance January 1, 2011	80014-01	XXXXXXXXXX	452,908.16
2.		XXXXXXXXXX	
3. Excess Resulting from 2011 Operations	80014-02	XXXXXXXXXX	380,567.61
4. Amount Appropriated in the 2011 Budget - Cash	80014-03	287,950.00	XXXXXXXXXX
5. Amount Appropriated in 2011 Budget - with Prior Written Consent of Director of Local Govt. Services	80014-04		XXXXXXXXXX
6.			XXXXXXXXXX
7. Balance December 31, 2011	80014-05	545,525.77	XXXXXXXXXX
		833,475.77	833,475.77

### ANALYSIS OF BALANCE DECEMBER 31, 2011 (FROM CURRENT FUND - TRIAL BALANCE)

Cash	80014-06		2,345,507.83
Investments	80014-07		
Sub-Total			2,345,507.83
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08		1,801,859.46
Cash Surplus	80014-09		543,648.37
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	1,877.40	
Deferred Charges #	80014-12	-	
Cash Deficit #	80014-13	-	
Total Other Assets	80014-14		1,877.40
	80014-15		545,525.77

\* 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 2011 BUDGET.

(1) MAY BE ALLOWED UNDER CERTAIN CONDITIONS.

NOTE: Deferred charges for authorizations under N.J.S. 40A:4-55 (Tax Map, etc.), N.J.S. 40A:4-55 (Flood Damage, etc.), N.J.S. 40A:4-55.1 (Roads and Bridges, etc.) and N.J.S. 40A:4-55.13 (Public Exigencies, etc.) to the extent of emergency notes issued and outstanding for such purposes, together with such emergency notes, may be omitted from this analysis.

**(FOR MUNICIPALITIES ONLY)**  
**CURRENT TAXES - 2011 LEVY**

1. Amount of Levy as per Duplicate (Analysis) #	82101-00	<u>15,275,496.24</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>          51,602.72</u>
5a. Subtotal 2011 Levy		<u>15,327,098.96</u>
5b. Reductions due to tax appeals **		<u>                    </u>
5c. Total 2011 Tax Levy	82106-00	<u><u>15,327,098.96</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>          70,453.79</u>
9. Discount Allowed	82110-00	<u>                    -</u>
10. Collected in Cash: In 2010	82121-00	<u>          138,818.84</u>
In 2011 *	82122-00	<u>          14,836,551.02</u>
State's Share of 2011 Senior Citizens and Veterans Deductions Allowed	82123-00	<u>          33,250.00</u>
R.E.A.P. Revenue	82124-00	<u>                    </u>
Total to Line 14	82111-00	<u><u>15,008,619.86</u></u>
11. Total Credits		<u><u>15,079,073.65</u></u>
12. Amount Outstanding, December 31, 2011	83120-00	<u>          248,025.31</u>
13. Percentage of Cash Collections to Total 2011 Levy, (Item 10 divided by Item 5c) is		<u>          97.92%</u>
	82112-00	<u>                    </u>

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

14. <u>Calculation of Current Taxes Realized in Cash:</u>		
Total of Line 10		<u>15,008,619.86</u>
Less: Reserve for Tax Appeals Pending State Division of Tax Appeals		<u>                    -</u>
To Current Taxes Realized in Cash (Sheet 17)		<u><u>15,008,619.86</u></u>

Note A: In showing the above percentage the following should be noted:  
Where Item 5 shows \$1,500,000.00, and Item 10 shows \$1,049,977.50,  
the percentage represented by the cash collections would be  
\$1,049,977.50 ÷ \$1,500,000, or .699985. The correct percentage to  
be shown as Item 13 is 69.99% and not 70.00%, nor 69.999%.

#Note: On Item 1 if Duplicate (Analysis) Figure is used; be sure to include  
Senior Citizens and Veterans Deductions.

\* Include overpayments applied as part of 2011 collections.  
\*\* Tax appeals pursuant to R.S. 54:3-21 et seq and/or R.S. 54:48-1 et seq approved by resolution of the governing body  
prior to introduction of municipal budget.

# ACCELERATED TAX SALE / TAX LEVY SALE - CHAPTER 99

## To Calculate Underlying Tax Collection Rate for 2011

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 2011 Tax Levy . . . . .	\$	_____ N/A
Percentage of Collection Excluding Accelerated Tax Sale Proceeds (Net Cash Collected divided by Item 5c) is . . . . .		_____ N/A

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### (2) Utilizing Tax Levy Sale

Total of Line 10 Collected in Cash (sheet 22) . . . . .	\$	_____
<i>LESS</i> : Proceeds from Tax Levy Sale (excluding premium) . . . . .		_____
<b>NET Cash Collected</b> . . . . .	\$	_____ -
Line 5c (sheet 22) Total 2011 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, 2011	XXXXXXXXXX	XXXXXXXXXX
Due From State of New Jersey	377.40	XXXXXXXXXX
Due To State of New Jersey	XXXXXXXXXX	-
2. Sr. Citizens Deductions Per Tax Billings	6,250.00	XXXXXXXXXX
3. Veterans Deductions Per Tax Billings	26,250.00	XXXXXXXXXX
4. Sr. Citizens Deductions Allowed By Tax Collector	250.00	XXXXXXXXXX
5. Veterans Deductions Allowed By Tax Collector	875.00	
6.		
7. Sr. Citizens Deductions Disallowed By Tax Collector	XXXXXXXXXX	375.00
8. Sr. Citizens Deductions Disallowed By Tax Collector 2010 Taxes	XXXXXXXXXX	1,750.00
9. Received in Cash from State	XXXXXXXXXX	30,000.00
10.		
11.		
12. Balance December 31, 2011	XXXXXXXXXX	XXXXXXXXXX
Due From State of New Jersey	XXXXXXXXXX	1,877.40
Due To State of New Jersey		XXXXXXXXXX
	34,002.40	34,002.40

Calculation of Amount to be included on Sheet 22, Item 10-  
2011 Senior Citizens and Veterans Deductions Allowed

Line 2	6,250.00	
Line 3	26,250.00	
Line 4	250.00	
Line 5	875.00	
Sub-Total	33,625.00	
Less: Line 7	375.00	
To Item 10, Sheet 22	<u>33,250.00</u>	

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

		Debit	Credit
Balance January 1, 2011		XXXXXXXX	53,001.50
Taxes Pending Appeals	53,001.50	XXXXXXXX	XXXXXXXX
Interest Earned on Taxes Pending Appeals	-	XXXXXXXX	XXXXXXXX
Contested Amount of 2011 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)		-	XXXXXXXX
Balance December 31, 2011		53,001.50	XXXXXXXX
Taxes Pending Appeals*	53,001.50	XXXXXXXX	XXXXXXXX
Interest Earned on Taxes Pending Appeals	-	XXXXXXXX	XXXXXXXX
		53,001.50	53,001.50

\* Includes State Tax Court and County Board of Taxation Appeals Not Adjusted by December 31, 2011.

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

T-1562  
License #

3/6/12  
Date

**COMPUTATION OF APPROPRIATION:  
RESERVE FOR UNCOLLECTED TAXES AND  
AMOUNT TO BE RAISED BY TAXATION  
IN 2012 MUNICIPAL BUDGET**

		YEAR 2012	YEAR 2011
1.	Total General Appropriations for 2012 Municipal Budget Statement Item 8(L) (Exclusive of Reserve for Uncollected Taxes) 80015-	6,173,297.00	XXXXXXXXXX
2.	Local District School Tax - Actual 80016-		-
	Estimate ** 80017-		XXXXXXXXXX
3.	Regional School District Tax - Actual 80025-		8,264,830.61
	Estimate * 80026-	8,264,831.00	XXXXXXXXXX
4.	Regional High School Tax - Actual 80018-		-
	School Budget Estimate * 80019-		XXXXXXXXXX
5.	County Tax Actual 80020-		2,732,358.12
	Estimate * 80021-	2,850,000.00	XXXXXXXXXX
6.	Special District Taxes Actual 80022-		-
	Estimate * 80023-	-	XXXXXXXXXX
7.	Municipal Open Space Tax Actual 80027-		
	Estimate * 80028-	-	XXXXXXXXXX
8.	Total General Appropriations & Other Taxes 80024-01	17,288,128.00	
9.	Less: Total Anticipated Revenues from 2012 in Municipal Budget (Item 5) 80024-02	2,257,604.00	
10.	Cash Required from 2012 Taxes to Support Local Municipal Budget and Other Taxes 80024-03	15,030,524.00	
11.	Amount of Item 10 Divided by <span style="border: 1px solid black; padding: 2px;">97.21%</span> [820084-04] Equals Amount to be Raised by Taxation (Percentage used must not exceed the applicable percentage shown by Item 13, Sheet 22) 80024-05	15,460,524.00	
<b>Analysis of Item 11:</b>			
	Local District School Tax (Amount Shown on Line 2 Above)	-	* May not be stated in an amount less than "actual" Tax of year 2011.  ** 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, 2011. (Chap. 136, P.L. 1978). Consideration must be given to calendar year calculation.
	Regional School District Tax (Amount Shown on Line 3 Above)	8,264,831.00	
	Regional High School Tax (Amount Shown on Line 4 Above)	-	
	County Tax (Amount Shown on Line 5 Above)	2,850,000.00	
	Special District Tax (Amount Shown on Line 6 Above)	-	
	Municipal Open Space Tax (Amount Shown on Line 7 Above)	-	
	Tax in Local Municipal Budget	4,345,693.00	
	Total Amount (see Line 11)	15,460,524.00	
12.	Appropriation: Reserve for Uncollected Taxes (Budget Statement, Item 8 (M) (Item 11, Less Item 10) 80024-06	430,000.00	<b>Note:</b> The amount of anticipated revenues (Item 9) may <u>never</u> exceed the total of Items 1 and
	Computation of "Tax in Local Municipal Budget"		
	Item 1 - Total General Appropriations	6,173,297.00	
	Item 12 - Appropriation: Reserve for Uncollected Taxes	430,000.00	
	Sub-Total	6,603,297.00	
	Less: Item 9 - Total Anticipated Revenues	2,257,604.00	
	Amount to be Raised by Taxation in Municipal Budget 80024-07	4,345,693.00	

# ACCELERATED TAX SALE - CHAPTER 99

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

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

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

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

C. *TIMES*: % of increase of Amount to be  
Raised by Taxes over Prior Year \_\_\_\_\_ %  
[(2012 Estimated Total Levy - 2011 Total Levy)/2011 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)

**2012 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, 2011			461,267.99	XXXXXXXXXX
A. Taxes	83102-00	378,968.22	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83103-00	82,299.77	XXXXXXXXXX	XXXXXXXXXX
2. Canceled:			XXXXXXXXXX	XXXXXXXXXX
A. Taxes	83105-00		XXXXXXXXXX	205.72
B. Tax Title Liens	83106-00		XXXXXXXXXX	
3. Transferred to Foreclosed Tax Title Liens:			XXXXXXXXXX	XXXXXXXXXX
A. Taxes	83108-00		XXXXXXXXXX	-
B. Tax Title Liens	83109-00		XXXXXXXXXX	-
4. Added Taxes	83110-00		1,942.37	XXXXXXXXXX
5. Added Tax Title Liens	83111-00		-	XXXXXXXXXX
6. Adjustment between Taxes (Other than current year) and Tax Title Liens:			XXXXXXXXXX	XXXXXXXXXX
A. Taxes - Transfers to Tax Title Liens	83104-00		XXXXXXXXXX	-
B. Tax Title Liens - Transfers from Taxes	83107-00		-	XXXXXXXXXX
7. Balance Before Cash Payments			XXXXXXXXXX	463,004.64
8. Totals			463,210.36	463,210.36
9. Balance Brought Down			463,004.64	XXXXXXXXXX
10. Collected:			XXXXXXXXXX	380,704.87
A. Taxes	83116-00	380,704.87	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83117-00	-	XXXXXXXXXX	XXXXXXXXXX
11. Interest and Costs - 2011 Tax Sale			-	XXXXXXXXXX
12. 2011 Taxes Transferred to Liens			-	XXXXXXXXXX
13. 2011 Taxes			248,025.31	XXXXXXXXXX
14. Balance December 31, 2011			XXXXXXXXXX	330,325.08
A. Taxes	83121-00	248,025.31	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83122-00	82,299.77	XXXXXXXXXX	XXXXXXXXXX
15. Totals			711,029.95	711,029.95

16. Percentage of Cash Collections to Adjusted Amount Outstanding  
(Item No. 10 divided by Item No. 9) is 82.22%

17. Item No. 14 multiplied by percentage shown above is 271,593.28  
and represents the maximum amount that may be anticipated in 2012. 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, 2011	84101-00	-	XXXXXXXXXX
2. Foreclosed or Deeded in 2011		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, 2011	84114-00	XXXXXXXXXX	-
		-	-

**CONTRACT SALES**

		Debit	Credit
15. Balance January 1, 2011	84115-00		XXXXXXXXXX
16. 2011 Sales from Foreclosed Property	84116-00		XXXXXXXXXX
17. Collected*	84117-00	XXXXXXXXXX	
18.	84118-00	XXXXXXXXXX	
19. Balance December 31, 2011	84119-00	XXXXXXXXXX	
		-	-

**MORTGAGE SALES**

		Debit	Credit
20. Balance January 1, 2011	84120-00		XXXXXXXXXX
21. 2011 Sales from Foreclosed Property	84121-00		XXXXXXXXXX
22. Collected*	84122-00	XXXXXXXXXX	
23.	84123-00	XXXXXXXXXX	
24. Balance December 31, 2011	84124-00	XXXXXXXXXX	
		-	-

Analysis of Sale of Property:

\*Total Cash Collected in 2011                       
(84125-00)

Realized in 2011 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, 2010 per Audit <u>Report</u>	Amount 2011 <u>Budget</u>	Amount Resulting from 2011	Balance as at Dec. 31, 2011
1. Emergency Authorization - Municipal*			1,600,000.00	1,600,000.00
2. Emergency Authorizations - Schools				
3. Overexpenditure of				
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.	4/16/2012	Hurricane Irene Emergency Authorization for	
2.		Damage to Muncpal Buildings and Equipment	1,322,636.00
3.			
4.			
5.			

**JUDGEMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED**

	<u>In favor of</u>	<u>On Account of</u>	<u>Date Entered</u>	<u>Amount</u>	<u>Appropriated for in Budget of Year 2012</u>
1.					
2.					
3.					
4.					

**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.

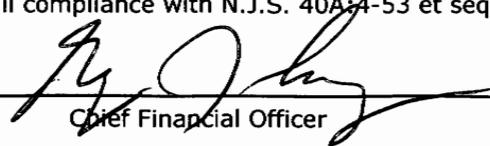
Sheet 29

Date	Purpose	Amount Authorized	Not Less Than 1/5 of Amount Authorized*	Balance Dec. 31, 2010	REDUCED IN 2011		Balance Dec. 31, 2011
					By 2011 Budget	Canceled by Resolution	
7/17/2006	Revision of Tax Map	15,000.00	3,000.00	3,000.00	3,000.00	-	-
							-
11/6/2006	Revaluation	145,000.00	29,000.00	29,000.00	29,000.00		-
							-
							-
							-
							-
							-
							-
							-
<b>Totals</b>		<b>160,000.00</b>	<b>32,000.00</b>	<b>32,000.00</b>	<b>32,000.00</b>	<b>-</b>	<b>-</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, 2011" must be entered here and then raised in the 2012 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, 2010	REDUCED IN 2011		Balance Dec. 31, 2011
					By 2011 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, 2011" must be entered here and then raised in the 2012 budget.

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2012 DEBT SERVICE FOR BONDS  
(~~COUNTY~~) (MUNICIPAL) GENERAL CAPITAL BONDS**

		Debit	Credit	2012 Debt Service
Outstanding January 1, 2011	80033-01	XXXXXXXX	3,735,000.00	
Issued	80033-02	XXXXXXXX	-	
Paid	80033-03	245,000.00	XXXXXXXX	
Outstanding, December 31, 2011	80033-04	3,490,000.00	XXXXXXXX	
		3,735,000.00	3,735,000.00	
2012 Bond Maturities - General Capital Bonds			80033-05	270,000.00
2012 Interest on Bonds *		80033-06	117,550.00	
<b>ASSESSMENT SERIAL BONDS</b>				
Outstanding January 1, 2011	80033-07	XXXXXXXX	-	
Issued	80033-08	XXXXXXXX	-	
Paid	80033-09	-	XXXXXXXX	
Outstanding, December 31, 2011	80033-10	-	XXXXXXXX	
		-	-	
2012 Bond Maturities - Assessment Bonds			80033-11	
2012 Interest on Bonds *		80033-12		
Total "Interest on Bonds - Debt Service" (*Items)			80033-13	117,550.00

**LIST OF BONDS ISSUED DURING 2011**

Purpose	2012 Maturity	Amount Issued	Date of Issue	Interest Rate
NONE				
Total	-	-		

80033-14

80033-15

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2012 DEBT SERVICE FOR LOANS  
(~~COUNTY~~) (MUNICIPAL) DAM RESTORATION LOAN**

		Debit	Credit	2012 Debt Service
Outstanding January 1, 2011	80033-01	XXXXXXXX	153,125.00	
Issued	80033-02	XXXXXXXX	3,125.00	
Paid	80033-03	3,400.23	XXXXXXXX	
Outstanding, December 31, 2011	80033-04	152,849.77	XXXXXXXX	
		156,250.00	156,250.00	
2012 Loan Maturities			80033-05	6,902.82
2012 Interest on Loans			80033-06	3,022.66
Total 2012 Debt Service for Dam Restoration Loan			80033-13	9,925.48
<b>LOAN</b>				
Outstanding January 1, 2011	80033-07	XXXXXXXX		
Issued	80033-08	XXXXXXXX		
Paid	80033-09		XXXXXXXX	
Outstanding, December 31, 2011	80033-10	-	XXXXXXXX	
		-	-	
2012 Loan Maturities			80033-11	
2012 Interest on Loans			80033-12	-
Total 2012 Debt Service for _____ Loan			80033-13	-

**LIST OF LOANS ISSUED DURING 2011**

Purpose	2012 Maturity	Amount Issued	Date of Issue	Interest Rate
Dam Restoration Loan	6,902.82	3,125.00	8/25/2010	2.00%
Balance of Loan				
Total	6,902.82	3,125.00		

80033-14

80033-15

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2012 DEBT SERVICE FOR BONDS  
TYPE I SCHOOL TERM BONDS**

		Debit	Credit	2012 Debt Service
Outstanding January 1, 2011	80034-01	XXXXXXXX		
Paid	80034-02		XXXXXXXX	
Outstanding, December 31, 2011	80034-03	-	XXXXXXXX	
		-	-	
2012 Bond Maturities - Term Bonds	80034-04			
2012 Interest on Bonds *	80034-05			
<b>TYPE I SCHOOL SERIAL BOND</b>				
Outstanding January 1, 2011	80034-06	XXXXXXXX		
Issued	80034-07	XXXXXXXX		
Paid	80034-08		XXXXXXXX	
Outstanding, December 31, 2011	80034-09	-	XXXXXXXX	
		-	-	
2012 Interest on Bonds *	80034-10			
2012 Bond Maturities - Serial Bonds			80034-11	
Total "Interest on Bonds - Type I School Debt Service" (*Items)			80034-12	

**LIST OF BONDS ISSUED DURING 2011**

Purpose	2012 Maturity	Amount Issued	Date of Issue	Interest Rate
	-01	-02		
Total	80035-	-		

**2012 INTEREST REQUIREMENT - CURRENT FUND DEBT ONLY**

		Outstanding Dec. 31, 2011	2012 Interest Requirement
1. Emergency Notes	80036-	1,600,000.00	13,922.22
2. Special Emergency Notes	80037-	-	-
3. Tax Anticipation Notes	80038-	-	-
4. Interest on Unpaid State and County Taxes	80039-	-	-
5. _____			
6. _____			

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

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2011	Date of Maturity	Rate of Interest	2012 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
07-04 Auto. Garbage Truck/Containers	229,696.00	12/28/07	178,596.00	12/07/12	1.75%	25,550.00	3,108.07	12/07/12
07-21 Acq. Of Ambulance	84,750.00	12/28/07	65,850.00	12/07/12	1.75%	9,450.00	1,145.97	12/07/12
07-26 Police Dept Equipment	58,900.00	12/11/08	51,900.00	12/07/12	1.75%	7,000.00	903.20	12/07/12
08-01 Imp to Westerlea Ave.	78,500.00	12/11/08	50,000.00	12/07/12	1.75%	3,000.00	870.14	12/07/12
09-01 Reconstruction of Morrison Ave.	115,200.00	12/23/09	57,700.00	12/07/12	1.75%	3,100.00	1,004.14	12/07/12
09-10 Imp to Memorial Parking Lot	154,500.00	12/23/09	154,500.00	12/07/12	1.75%	5,400.00	2,688.73	12/07/12
10-02 Reconstruction of Leshin Lane	228,000.00	12/10/10	100,000.00	12/07/12	1.75%	-	1,740.28	12/07/12
09-13 Peddie Lake Dam Improvements	49,000.00	12/09/11	49,000.00	12/07/12	1.75%	-	852.74	12/07/12
11-05 Milling and Paving of Various Roads	200,000.00	12/09/11	200,000.00	12/07/12	1.75%	-	3,480.56	12/07/12
							-	
							-	
							-	
							-	
							-	
<b>Totals</b>			<b>907,546.00</b>			<b>53,500.00</b>	<b>15,793.83</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 2009 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2012 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, 2011	Date of Maturity	Rate of Interest	2012 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
<b>Totals</b>	-		-			-	-	

Sheet 34

NOT APPLICABLE

MEMO: \* See Sheet 33 for clarification of "Original Date of Issue" 80051-01      80051-02  
 Assessment Notes with an original date of issue of December 31, 2009 or prior must be appropriated in full in the 2012 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)

NOT APPLICABLE

# SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Lease Obligation Outstanding Dec. 31, 2011	2012 Budget Requirement	
		For Principal	For Interest/Fees
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
Total	-	-	-

Sheet 34a

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, 2011		2011 Authorizations	Encumbrance Canceled	Expended	Authorizations Canceled	Balance - December 31, 2011	
	Funded	Unfunded					Funded	Unfunded
97-02, 00-9    Public Works Facility	14,704.40	-			14,704.40		-	-
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	-
	-	-				-	-	-
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	-	2,605.94			1,537.60		-	1,068.34
05-32    Various Equipment - Police and Court	2,509.00	-					2,509.00	-
05-34    Streetscape/Main St. Redevelopment	28,315.31	-					28,315.31	-
06-22    Purchase of Various Equipment	1,072.00	-					1,072.00	-
		-					-	-
								-

Sheet 35

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

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

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2011		2011 Authorization		Expended	Authorizations Canceled	Balance - December 31, 2011	
	Funded	Unfunded					Funded	Unfunded
07-01/ Road Imp Morrison Ave and Outcalt	8,042.90	-			-		8,042.90	-
07-09 Various Equipment - Police and Court	30.10	-					30.10	-
07-26 Police Department Equipment	-	618.17					-	618.17
08-01 Westerlea Ave Improvements	-	28,294.50					-	28,294.50
	-	-			-		-	-
08-18 Police Dept Radar and Radio Equip	452.50	-			-		452.50	-
09-01 Reconstruction of Morrison Ave.	-	3,307.12			-		-	3,307.12
09-09 Improvements to Franklin Street	21.25	-			-		21.25	-
09-10 Imp. To Memorial Park Parking Lot	-	30,331.67			29,728.95		-	602.72
09-20 Stockton St. Historic District Improvmnts	-	735,328.00			153,050.00		-	582,278.00
10-02 Reconstruction of Leshin Lane	-	39,715.32			-		-	39,715.32
10-16 Summit St Sidewalk Improvements	-	171,790.50			165,997.71		-	5,792.79
11-05 Milling and Paving of Various Roads			432,000.00		382,535.90		-	49,464.10
11-06 DPW Vehicles and DPW, Police Equip.			321,000.00		207,473.74		-	113,526.26
								-
								-
<b>Total 70000-</b>	142,183.89	1,011,991.22	753,000.00	-	955,028.30	-	127,479.49	824,667.32

Sheet 35a

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



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

		Debit	Credit
Balance January 1, 2011	80030-01	XXXXXXXXXX	-
Received from 2011 Budget Appropriation*	80030-02	XXXXXXXXXX	
Received from 2011 Emergency Appropriation*	80030-03	XXXXXXXXXX	
Appropriated to Finance Improvement Authorizations	80030-04		XXXXXXXXXX
			XXXXXXXXXX
Balance December 31, 2011	80030-05	-	XXXXXXXXXX
		-	-

\* The full amount of the 2011 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.

**CAPITAL IMPROVEMENTS AUTHORIZED IN 2011**  
**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 2011 or Prior Years
Milling and Paving of Various Roads (1)	432,000.00	432,000.00	-	-
DPW Vehicles and DPW, Police Equipment	321,000.00	305,700.00	15,300.00	-
		-	-	-
			-	-
Total 80032-00	753,000.00	737,700.00	15,300.00	-

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 \$290,000

**GENERAL CAPITAL FUND**  
**STATEMENT OF CAPITAL SURPLUS**  
**YEAR - 2011**

		Debit	Credit
Balance January 1, 2011	80029-01	XXXXXXXXXX	1,805.38
Premium on Sale of Bonds		XXXXXXXXXX	-
Funded Improvement Authorizations Canceled		XXXXXXXXXX	-
Premium on Sale of Bond Anticipation Notes			1,774.00
Appropriated to Finance Improvement Authorizations	80029-02	-	XXXXXXXXXX
Appropriated to 2011 Budget Revenue	80029-03	-	XXXXXXXXXX
Balance December 31, 2011	80029-04	3,579.38	XXXXXXXXXX
		3,579.38	3,579.38

**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, 2011 \_\_\_\_\_
  
2. Amount of Cash in Special Trust Fund as of December 31, 2011 (Note A) \_\_\_\_\_
  
3. Amount of Bonds Issued Under Item 1  
     Maturing in 2012 \_\_\_\_\_
  
4. Amount of Interest on Bonds with a  
     Covenant - 2012 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 2011 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 2011 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, 2011**

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

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

Title of Account	Debit	Credit
<b>WATER-SEWER UTILITY OPERATING FUND</b>		
Cash	349,447.31	
Due From Current Fund	3,997.65	
Due From Water Sewer Capital Fund	297,500.00	
Due From Trust Fund	5,000.00	
Consumer Accounts Receivable:		
Water-Sewer Rents	159,410.03	
Gray Water Fees	39,638.92	
Appropriation Reserves		202,470.58
Reserve for Encumbrances		125,609.81
Prepaid Rents		3,875.16
Rent Overpayments		2,862.45
Accounts Payable		2,776.42
Accrued Interest on Notes		219.71
Accrued Interest on Bonds		47,357.30
Accrued Interest on Loans		8,531.25
		<b>393,702.68</b>
Reserve for Receivables		199,048.95
Fund Balance		262,242.18
	<b>854,993.91</b>	<b>854,993.81</b>

"C"

(Do not crowd - add additional sheets)

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, 2011**

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

*Cash Liabilities Must Be Subtotalled 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	2,386,850.00	
Bonds and Notes Authorized but not Issued		2,386,850.00
Cash	135,078.34	
Fixed Capital	12,962,487.48	
Fixed Capital Authorized and Uncompleted	7,253,400.00	
Loans Receivable	252,198.00	
Due From General Capital Fund	180,000.00	
Serial Bonds Payable		4,410,000.00
Loans Payable		1,879,419.65
Bond Anticipation Notes		281,000.00
Encumbrances Payable		249,990.50
Due to Water-Sewer Utility Operating Fund		297,500.00
Improvement Authorizations - Funded		80,242.79
Improvement Authorizations - Unfunded		2,294,615.34
Reserve for Amortization		10,913,817.83
Deferred Reserve for Amortization		344,800.00
Capital Improvement Fund		27,516.95
Down Payments on Improvements		200.00
		-
Fund Balance		4,060.76
	<b>23,170,013.82</b>	<b>23,170,013.82</b>

(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, 2010	RECEIPTS					Disbursements	Balance Dec. 31, 2011
		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 - 2011

## BUDGET REVENUES

Source	Budget	Received in Cash	Excess or Deficit*
Operating Surplus Anticipated 01	291,000.00	291,000.00	-
Operating Surplus Anticipated with Consent of Director of Local Government Services 02			
Rents	2,226,454.00	2,271,157.00	44,703.00
Miscellaneous	550,000.00	584,927.71	34,927.71
			-
			-
Added by N.J.S. 40A:4-87 (List)	XXXXXXXX	XXXXXXXX	XXXXXXXX
Subtotal	3,067,454.00	3,147,084.71	79,630.71
Deficit (General Budget)** 06			
07	3,067,454.00	3,147,084.71	79,630.71

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

## STATEMENT OF BUDGET APPROPRIATIONS

Appropriations:	XXXXXXXX
Adopted Budget	3,067,454.00
Added by N.J.S. 40A:4-87	-
Emergency	-
Total Appropriations	3,067,454.00
Add: Overexpenditures (See Footnote)	-
Total Appropriations and Overexpenditures	3,067,454.00
Deduct Expenditures:	
Paid or Charged	2,864,982.02
Reserved	202,470.58
Surplus (General Budget)**	-
Total Expenditures	3,067,452.60
Unexpended Balance Canceled (See Footnote)	1.40

**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 2011 OPERATION WATER-SEWER UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2011 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		
2010 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		
<b>Total Expenditures</b>	-	
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 2011 Operation" ("Excess in Operations" - Sheet 60)	-	
Deficit		
Anticipated Revenue - Deficit (General Budget) **		
Remainder = Balance of "Results of 2011 Operation" ("Operating Deficit - to Trial Balance" - Sheet 60)		

### SECTION 2:

The following Item of "2010 Appropriation Reserves Canceled in 2011" Is Due to the Current Fund TO THE EXTENT OF the amount Received and Due from the General Budget of 2010 for an Anticipated Deficit in the WATER-SEWER Utility for 2010:

2010 Appropriation Reserves Canceled in 2011	105,795.81	
Less: Anticipated Deficit in 2010 Budget - Amount Received and Due from Current Fund - If none, enter "None"	-	
<b>* Excess (Revenue Realized)</b>		<b>105,795.81</b>

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

## RESULTS OF 2011 OPERATIONS WATER-SEWER UTILITY

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXX	79,630.71
Unexpended Balances of Appropriations	XXXXXXXX	1.40
Miscellaneous Revenue Not Anticipated	XXXXXXXX	1,001.39
Unexpended Balances of 2010 Appropriation Reserves*	XXXXXXXX	105,795.81
Deficit in Anticipated Revenue		XXXXXXXX
Refund of Prior Year Revenue		XXXXXXXX
Operating Deficit - to Trial Balance	XXXXXXXX	
Excess in Operations - to Operating Surplus	186,429.31	XXXXXXXX
* See <u>restriction</u> in amount on Sheet 59, SECTION 2	186,429.31	186,429.31

## OPERATING SURPLUS - WATER-SEWER UTILITY

	Debit	Credit
Balance January 1, 2011	XXXXXXXX	366,812.87
Excess in Results of 2011 Operations	XXXXXXXX	186,429.31
Amount Appropriated in 2011 Budget - Cash	291,000.00	XXXXXXXX
Amount Appropriated in 2011 Budget with Prior Written Consent of Director of Local Government Services		XXXXXXXX
Balance December 31, 2011	262,242.18	XXXXXXXX
	553,242.18	553,242.18

## ANALYSIS OF BALANCE DECEMBER 31, 2011 (FROM WATER-SEWER UTILITY - TRIAL BALANCE)

Cash		349,447.31
Investments		-
Interfund Accounts Receivable		306,497.65
Subtotal		655,944.96
Deduct Cash Liabilities Marked with "C" on Trial Balance		393,702.68
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		262,242.28
*Other Assets Pledged to Operating Surplus		
Deferred Charges #	-	
Operating Deficit #	-	
Total Other Assets		-
#MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2012 BUDGET		262,242.28

\*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, 2010		\$ <u>151,847.53</u>
Increased by:		
Water-Sewer Rents Levied		\$ <u>2,278,719.50</u>
		2,430,567.03
Decreased by:		
Collections	\$ <u>2,266,695.60</u>	
Overpayments applied	\$ <u>1,033.67</u>	
Transfer to _____ Liens	\$ _____	
Other Prepaid	\$ <u>3,427.73</u>	
		\$ <u>2,271,157.00</u>
Balance December 31, 2011		\$ <u>159,410.03</u>

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

Balance December 31, 2010		\$ _____
Increased by:		
Transfers from Accounts Receivable	\$ _____	
Penalties and Costs	\$ _____	
Other	\$ _____	
		\$ _____
Decreased by:		
Collections	\$ _____	
Other	\$ _____	
		\$ _____
Balance December 31, 2011		\$ _____

**SCHEDULE OF GRAY WATER FEES ACCOUNTS RECEIVABLE**

Balance December 31, 2010		\$ <u>4,882.38</u>
Increased by:		
Gray Water Fees Levied		\$ <u>548,721.66</u>
		553,604.04
Decreased by:		
Collections	\$ <u>513,965.12</u>	
Overpayments applied	\$ <u>-</u>	
Transfer to _____ Liens	\$ <u>                    </u>	
Other	\$ <u>-</u>	
		\$ <u>513,965.12</u>
Balance December 31, 2011		\$ <u>39,638.92</u>

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

Balance December 31, 2010		\$ _____
Increased by:		
Transfers from Accounts Receivable	\$ _____	
Penalties and Costs	\$ _____	
Other	\$ _____	
		\$ _____
Decreased by:		
Collections	\$ _____	
Other	\$ _____	
		\$ _____
Balance December 31, 2011		\$ _____

**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, 2010 per Audit <u>Report</u>	Amount in 2011 <u>Budget</u>	Amount Resulting from 2011	Balance as at <u>Dec. 31, 2011</u>
1. Emergency Authorization - *	\$ _____	\$ _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____	\$ _____	\$ _____
5. _____	\$ _____	\$ _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____	\$ _____	\$ _____
8. _____	\$ _____	\$ _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____	\$ _____	\$ _____

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

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

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

**JUDGEMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED**

<u>In favor of</u>	<u>On Account of</u>	<u>Date Entered</u>	<u>Amount</u>	<u>Appropriated for in Budget of Year 2012</u>
1. _____	_____	_____	\$ _____	_____
2. _____	_____	_____	\$ _____	_____
3. _____	_____	_____	\$ _____	_____
4. _____	_____	_____	\$ _____	_____



**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2012 DEBT SERVICE FOR LOANS  
WATER-SEWER \_\_\_\_\_ UTILITY LOAN**

	Debit	Credit	2012 Debt Service
Outstanding January 1, 2011	XXXXXXXXXX	1,946,250.00	
Issued	XXXXXXXXXX	-	
Paid	66,830.35	XXXXXXXXXX	
Outstanding December 31, 2011	1,879,419.65	XXXXXXXXXX	
	1,946,250.00	1,946,250.00	
2012 Loan Maturities			71,830.35
2012 Interest on Loans*		20,475.00	
<b>UTILITY LOAN</b>			
Outstanding January 1, 2011	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXXXXX	
Outstanding December 31, 2011		XXXXXXXXXX	
2012 Loan Maturities			
2012 Interest on Loans*			

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

2012 Interest on Loans (*Items)	20,475.00	
Less: Interest Accrued to 12/31/2011 (Trial Balance)	8,531.25	
Subtotal	11,943.75	
Add: Interest to be Accrued as of 12/31/2012	8,114.58	
Required Appropriations 2012		20,058.33

**LIST OF LOANS ISSUED DURING 2011**

Purpose	2012 Maturity	Amount Issued	Date of Issue	Interest Rate
NONE				
	-	-		

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

Sheet 64

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2011	Date of Maturity	Rate of Interest	2012 Budget Requirement		
						For Principal	For Interest **	
1. 08-19 Water/Sewer Improvements	148,000.00	12/11/08	142,000.00	12/07/12	1.750%	6,000.00	2,471.19	
2. 09-02 Morrison Avenue Improvements	81,900.00	12/23/09	39,000.00	12/07/12	1.750%	1,500.00	678.71	
3. 11-04 Refurbishment of Water Tanks	100,000.00	12/09/11	100,000.00	12/07/12	1.750%	-	1,740.28	
4.						-	-	
5.						-	-	
6.						-	-	
7.						-	-	
8.						-	-	
9.								
	329,900.00		281,000.00			7,500.00	4,890.18	

**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 2009 or prior require one legal payable installment to be budgeted if it is contemplated that such notes will be renewed in 2012 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	
2012 Interest on Notes	4,890.18
Less: Interest Accrued to 12/31/2011(Trial Balance)	219.71
Subtotal	4,670.47
Add: Interest to be Accrued as of 12/31/2012	312.43
Required Appropriation - 2012	4,982.90

(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, 2011	Date of Maturity	Rate of Interest	2012 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, 2009 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".

NOT APPLICABLE

## SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Lease Obligation Outstanding Dec. 31, 2011	2012 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)

Sheet 66

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2011		2011 Authorizations		Expended	Authorizations Canceled	Balance - December 31, 2011	
	Funded	Unfunded					Funded	Unfunded
	-	-			-		-	-
01-01 Various Upgrades	2,928.87	-			-		2,928.87	-
01-11, 01-21 Water Imp. Dey Outcalt Street	9,143.09	-			-		9,143.09	-
02-16 Water/Sewer Improvements	62,180.52	-			15,000.00		47,180.52	-
03-19 Elevated Water Tower	5,369.57	-			-		5,369.57	-
04-18 Water/Sewer Improvements	4,001.99	-			-		4,001.99	-
06-06, 06-25 Water/Sewer Improvements	6,905.26	-			-		6,905.26	-
07-02 Water-Sewer Improvements - Morrison Ave and Outcalt	4,713.49	-			-		4,713.49	-
08-10, 08-19 Water/Sewer Improvements	-	6,140.70			-		-	6,140.70
09-02 Water-Sewer Imp. Morrison Ave.	-	2,518.86			-		-	2,518.86
09-15 Water Main Extension		333,515.06			-		-	333,515.06
10-01 Water-Sewer Improvements - Leshin Lane	-	45,708.40			-		-	45,708.40
11-03 Water/Sewer Improvements	-	-	2,083,000.00		195,665.48		-	1,887,334.52
11-04 Refurbishment of Water Tanks	-	-	100,000.00		80,602.20		-	19,397.80
<b>Total</b>	<b>95,242.79</b>	<b>387,883.02</b>	<b>2,183,000.00</b>	-	<b>291,267.68</b>	-	<b>80,242.79</b>	<b>2,294,615.34</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, 2011	XXXXXXXXXX	25,016.95
Received from 2011 Budget Appropriation*	XXXXXXXXXX	2,500.00
	XXXXXXXXXX	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	XXXXXXXXXX	
List by Improvements - Direct Charges Made for Preliminary Costs:	XXXXXXXXXX	XXXXXXXXXX
		XXXXXXXXXX
Appropriated to Finance Improvement Authorizations	-	XXXXXXXXXX
		XXXXXXXXXX
Balance December 31, 2011	27,516.95	XXXXXXXXXX
	27,516.95	27,516.95

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

	Debit	Credit
Balance January 1, 2011	XXXXXXXXXX	200.00
Received from 2011 Budget Appropriation*	XXXXXXXXXX	
Received from 2011 Emergency Appropriation*	XXXXXXXXXX	
Appropriated to Finance Improvement Authorizations		XXXXXXXXXX
Balance December 31, 2011	200.00	XXXXXXXXXX
	200.00	200.00

\*The full amount of the 2011 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.

**UTILITY FUND  
CAPITAL IMPROVEMENTS AUTHORIZED IN 2011  
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 2011 or Prior Years
Water/Sewer Improvements	2,083,000.00	2,083,000.00	-	-
Refurbishment of Water Tanks	100,000.00	100,000.00	-	-
	2,183,000.00	2,183,000.00	-	-

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

**YEAR 2011**

	Debit	Credit
Balance January 1, 2011	XXXXXXXX	3,500.76
Premium on Sale of Bonds	XXXXXXXX	
Funded Improvement Authorizations Canceled	XXXXXXXX	-
Premium on Sale of Bond Anticipation Notes		560.00
Appropriated to Finance Improvement Authorizations	-	XXXXXXXX
Appropriated to 2011 Budget Revenue	-	XXXXXXXX
Balance December 31, 2011	4,060.76	XXXXXXXX
	4,060.76	4,060.76

# INSTRUCTIONS IN PREPARATION OF ANNUAL FINANCIAL STATEMENT OF 2011

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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