

**ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2008**  
**(UNAUDITED)**

POPULATION LAST CENSUS	<u>5,216</u>
NET VALUATION TAXABLE 2008	<u>216,854,688</u>
MUNICODE	<u>1104</u>

**FIVE DOLLARS PER DAY PENALTY IF NOT FILED BY:**  
**COUNTIES - JANUARY 26, 2009**  
**MUNICIPALITIES - FEBRUARY 10, 2009**

**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, 2008, 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, 2008.

Signature

Title

Address

Phone Number

Fax Number

  
CHIEF FINANCIAL OFFICER

148 NORTH MAIN STREET, HIGHTSTOWN, NJ 08520

(609) 490-5100

(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 \_\_\_\_\_, 2008.

**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 2008 as required under N.J.A.C. 5:23-4.17.

Printed name: GEORGE CHIN

Signature: 

Certificate #: 9638

Date: 2/24/09

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

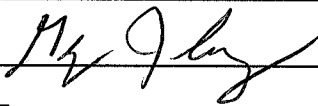
1. The outstanding indebtedness of the previous fiscal year **is not in excess of 3.5%**;
2. All emergencies approved for the previous fiscal year **did not exceed 3%** of total appropriations;
3. The tax collection rate **exceeded 90%**;
4. The deferred charges **did not equal or exceed 4%** of the 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 2009.

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) # 10 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: 2/27/09

21-6000721

Fed I.D. #

BOROUGH OF HIGHTSTOWN

Municipality

MERCER

County

Report of Federal and State Financial Assistance

Expenditure of Awards

Fiscal Year Ending: 12/31/2008

	(1) Federal Programs Expended (administered by the State)	(2) State Programs Expended	(3) Other Federal Programs Expended
TOTAL	\$ 696,907.39	\$ 45,873.45	\$ -

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

2/27/09

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 2008 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, 2008**

Certification is hereby made that the Net Valuation Taxable of property liable to taxation for the tax year 2009 and filed with the County Board of Taxation on January 10, 2009 in accordance with the requirement of N.J.S.A. 54:4-35, was in the amount of

\$499,728,918

  
\_\_\_\_\_  
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, 2008

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

[illegible]

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

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

**POST CLOSING**  
**TRIAL BALANCE - CURRENT FUND (CONT'D)**  
AS AT DECEMBER 31, 2008

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

Title of Account	Debit	Credit
Appropriation Reserves		242,945.24
Reserve for Encumbrances		88,695.96
Prepaid Taxes		115,200.39
Accounts Payable		23,165.47
Tax Overpayments		856.26
Due to Grant Fund		2,065.13
Added County Taxes Payable		24,258.84
Due to State of NJ		1,210.00
Reserve for Tax Appeals		64,400.00
Reserve for Revaluation		36,190.00
		598,987.29
Special Emergency Notes Payable		96,000.00
Subtotal		694,987.29
		-
Reserve for Receivables		379,358.27
Fund Balance		388,855.38
	1,463,200.94	1,463,200.94

"C"

(Do not crowd - add additional sheets)



ACCOUNTS #1 AND #2\*  
AS AT DECEMBER 31, 2008

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

Sheet 4 N/A

## POST CLOSING TRIAL BALANCE - FEDERAL AND STATE GRANTS

AS AT DECEMBER 31, 2008

[illegible]

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

## AS AT DECEMBER 31, 2008

[illegible]

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

# MUNICIPAL PUBLIC DEFENDER CERTIFICATION

Public Law 1998, C. 256

Municipal Public Defender Expended Prior Year 2007:.....	(1)	13,903.80	
	x	<u>3,475.95</u>	25%
	(2)	17,379.75	

Municipal Public Defender Trust Cash Balance December 31, 2008:..... (3) 9,047.48

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

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

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

Chief Financial Officer: George J. Lang

Signature: 

Certificate #: N-227

Date: 2/27/09

## Schedule of Trust Fund Reserves

<u>Purpose</u>	<u>Amount</u> Dec. 31, 2007 per Audit Report	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance</u> as at Dec. 31, 2008
1. Tax Sale Premium	\$ 37,092.73	\$ -	\$ 36,600.00	\$ 492.73
2. Snow Removal	15,248.30	-	3,450.60	11,797.70
3. Law Enforcement Trust	12,232.42	2,683.21	5,172.83	9,742.80
4. POAA	579.00	76.00	-	655.00
5. Public Defender UFSA - Penalty	8,861.48	3,931.64	3,745.64	9,047.48
6. Assessments - Fire Dept.	2,355.75	-	450.00	1,905.75
7. Recycling	14,839.39	8,498.40	17,348.35	5,989.44
8. Unemployment	31,107.82	7,961.22	7,434.53	31,634.51
9. K-9 Unit Police Dept D & M Property Damage-	462.78	-	450.29	12.49
10. Donation	462.75			462.75
11. Special Duty	4,949.30	9,290.00	11,602.01	2,637.29
12. Workers Compensation	2,223.92	24,958.71	24,958.71	2,223.92
13. Well Baby Donations Memorial Day Parade-	-	70.00	-	70.00
14. Donation Hightstown Skatepark-	336.37	422.04	187.62	570.79
15. Donations	1,306.00	33,403.51	15,509.28	19,200.23
16. Community Garden Project	216.96	-	-	216.96
17. Revitalization Donations Park Commission -Trees -	69.36			69.36
18. Donations Presbyterian Homes -	0.03	50.00	-	50.03
19. Sidewalks - Donation	5,000.00	-	-	5,000.00
20. Uniform Fire Safety Act	4,834.25	-	919.98	3,914.27
21. Recycling - Grass	3,840.86	717.50	105.00	4,453.36
22. Donation-Peddie Fire Dept	-			-
23. Tax Collector Lien	-	383,313.15	383,203.14	110.01
24. Housing Authority Donation Historical Site Commission -	618.00	6,500.00	6,181.50	936.50
25. Donation	724.61	25.00	131.00	618.61
26. Environmental Commission	228.00	452.75	87.70	593.05
27. RCA COAH	157,548.07	40,956.15	21,686.00	176,818.22
28. Housing Rehabilitation	5,330.93	2,203.78	-	7,534.71
29. Other Escrows	44,778.57	14,742.34	23,660.00	35,860.91
30. Peddie Donation -First Aid	30,000.00	-	1,376.27	28,623.73
<b>Totals:</b>	\$ -	\$ -	\$ -	\$ -

**Schedule of Trust Fund Deposits and Reserves**

<u>Purpose</u>	Amount Dec. 31, 2007 per Audit Report	<u>Receipts</u>	<u>Disbursements</u>	Balance as at <u>Dec. 31, 2008</u>
1. <u>October Fair Donations</u>	\$ 4,993.99	\$ 4,911.55	6,785.19	\$ 3,120.35
2. <u>Bridge of Peace Donation</u>	409.00	-	-	409.00
3. <u>Housing Trust - COAH</u>	232,733.28	197,021.99	49,334.17	380,421.10
4. <u>Parks and Recreation</u>	1,000.00	4,893.14	4,943.14	950.00
5. <u>Donations - Animal Control</u>	2,041.42	-	-	2,041.42
6. <u>Donations - Animal Welfare</u> <u>Donations-National Night</u>	1,024.72	9,249.82	5,812.62	4,461.92
7. <u>Out</u>	470.78	1,788.78	1,895.78	363.78
8. <u>Reserve for refund</u>	-	4,850.00	-	4,850.00
9. <u>Donations - Green Machine</u>	-	5,000.00	-	5,000.00
10. <u>Pedal Boat Donations</u>	-	491.65	-	491.65
11. _____				-
12. _____				-
13. _____				-
14. _____				-
15. _____				-
16. _____				-
17. _____				-
18. _____				-
19. _____				-
20. _____				-
21. _____				-
22. _____				-
23. _____				-
24. _____				-
25. _____				-
26. _____				-
27. _____				-
28. _____				-
29. _____				-
30. _____				-
<b>Totals:</b>	\$ 627,920.84	\$ 768,462.33	\$ 633,031.35	\$ 763,351.82

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

Sheet 7 N/A

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2006	RECEIPTS					Disbursements	Balance Dec. 31, 2008
		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
	-	-	-	-	-	-	-	-

\*Show as red figure

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

AS AT DECEMBER 31, 2008

[illegible]

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



## CASH RECONCILIATION DECEMBER 31, 2008

	Cash		Less Checks Outstanding	Cash Book Balance
	*On Hand	On Deposit		
Current	716,749.94	637,689.10	368,973.77	985,465.27
Trust - Assessment	-	-	-	-
Trust - Dog License	-	9,375.71	-	9,375.71
Trust - Other	50,922.20	1,077,004.78	61,844.74	1,066,082.24
Capital - General	250,000.00	788,491.32	938,164.03	100,327.29
Water - Operating	-	-	-	-
Water - Capital	-	-	-	-
_____Utility - Assessment Trust				-
Public Assistance **	-	-	-	-
Garbage District	-	-	-	-
Grant Fund	-	7,203.80	2.86	7,200.94
Water/Sewer Operating	338,507.10	640,107.03	49,026.02	929,588.11
Water/Sewer Capital	350,000.00	594,787.53	435,741.57	509,045.96
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
Total	1,706,179.24	3,754,659.27	1,853,752.99	3,607,085.52

\* 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, 2008.

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, 2008.

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:

Ray

Title CFO

CASH RECONCILIATION DECEMBER 31, 2008 (cont'd)

LIST BANKS AND AMOUNTS SUPPORTING "CASH ON DEPOSIT"

CURRENT FUND			
First Constitution	4750213826		637,689.10
			637,689.10
GRANT FUND			
First Constitution	4750201498		7,203.80
			7,203.80
CAPITAL FUND			
First Constitution	4750213839		736,490.47
Wachovia	20000097111		52,000.85
			788,491.32
ANIMAL CONTROL FUND			
First Constitution	4750213871		9,375.71
			9,375.71
OTHER TRUST			
First Constitution	4750213868	General Trust	150,864.38
First Constitution	4750213949	Law Enforcement	11,019.55
First Constitution	4750213855	Unemployment Trust	31,640.18
First Constitution	4750213952	Public Defender	9,049.14
First Constitution	4750462800	Tax Collector Lien	776.23
Sun Bank	4750720380	Housing Rehab	7,534.71
First Constitution	4750213842	Payroll	44,825.49
First Constitution	4750721059	Housing Trust	421,205.67
Wachovia	2000009711071	RCA -COAH	139,173.65
First Constitution	9760056890		259,458.35
First Constitution	9760056904		1,457.43
			1,077,004.78
WATER/SEWER OPERATING			
First Constitution	4750213800		640,107.03
			640,107.03
WATER/SEWER CAPITAL			
First Constitution	4750213813		594,787.53
			594,787.53
TOTAL			3,754,659.27

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

Sheet 10

Grant	Balance Jan. 1, 2008	2008 Budget Revenue Realized	Received	Canceled		Balance Dec. 31, 2008
Drunk Driving Enforcement	-	10,457.77	10,457.77			-
Clean Communities	-	5,944.88	5,944.88			-
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	-	13,011.56	13,011.56			-
Recycling Tonnage Grant	-	5,384.82	5,384.82			-
Click It or Ticket	-	4,000.00	4,000.00			-
Body Armor Grant	-	2,848.49	2,848.49			-
Body Armor Grant - Federal	1,626.23	-	-			1,626.23
Healthy Hightstown Grant	-	2,500.00	2,500.00			-
JIF Safety Grant	-	1,652.00	-			1,652.00
Share Program Grant	-	45,873.00	-			45,873.00
Over the Limit - Under Arrest	-	5,000.00	3,040.78	1,959.22		-
NJ DEP Stormwater Mgt Grant 2004	2,117.00	-	2,117.00			-
NJ DEP Stormwater Mgt Grant 2005	2,117.00	-	2,117.00			-
	-					-
						-
Totals	59,158.23	96,672.52	51,422.30	1,959.22	-	102,449.23

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

Sheet 11

Grant	Balance Jan. 1, 2008	Transferred from 2008 Budget Appropriations		Prior Year Encumbrances	Expended	Encumbrance Payable	Canceled	Balance Dec. 31, 2008
		Budget	Appropriation By 40A:4-87					
Drunk Driving Enforcement	10,650.03	10,457.77		142.00	8,778.44	267.00		12,204.36
Clean Communities	-	5,944.88			5,518.41			426.47
								-
Mercer Revitalization Grant-2004	10,000.00							10,000.00
Municipal Court Alcohol Ed & Rehab Fund	8,963.93	13,011.56			10,070.00	462.35		11,443.14
SHARE Program Grant	-	45,873.00			14,200.00	26,323.00		5,350.00
Occupant Protection Grant - Click IT	-	4,000.00			4,000.00			-
Over the Limit - Under Arrest	-	5,000.00	-		3,040.78		1,959.22	-
Recycling Tonnage Grant	2,254.44		5,384.82		-			7,639.26
Healthy Hightstown	-	2,500.00			2,500.00			-
Body Armor Replacement Fund -State	230.53	1,479.26	1,369.23	-	1,251.60			1,827.42
Body Armor Replacement Fund -Federal	148.81				-			148.81
FEMA State and Local Hazards Emerg	2,405.72				-			2,405.72
	-				-			-
	-				-			-
JIF Safety Grant	-	1,652.00		359.97	-	628.95		1,383.02
								-
Totals								

# **SCHEDULE OF APPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS (cont.)**

Grant	Balance Jan. 1, 2008	Transferred from 2008 Budget Appropriations		Prior Year Encumbrances	Expended	Encumbrance Payable	Canceled	Balance Dec. 31, 2008
		Budget	Appropriation By 40A:4-87					
								-
NJ Historic Trust - Stockton Street	-							-
Grant	-	-		2,226.17	1,600.00	-		626.17
Match	-	-			-			-
	-					-		-
NJ DEP Stormwater Mgt Grant	2,534.63	-			1,955.00	-		579.63
		-	-		-	-		-
		-	-		-	-		-
		-	-		-	-		-
								-
								-
								-
								-
								-
								-
Totals	37,188.09	89,918.47	6,754.05	2,728.14	52,914.23	27,681.30	1,959.22	54,034.00

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

Grant	Balance Jan. 1, 2008	Transferred to 2008 Budget Appropriations			Received			Balance Dec. 31, 2008
		Budget	Appropriation By 40A:4-87					
								-
Body Armor Grant	1,479.26	1,479.26	-		-			-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
Totals	1,479.26	1,479.26	-		-			-

**\*LOCAL DISTRICT SCHOOL TAX**

		Debit	Credit
Balance January 1, 2008			XXXXXXXX
School Tax Payable #	85001-00	XXXXXXXX	-
School Tax Deferred			
(Not in excess of 50% of Levy - 2007-2008)	85002-00	XXXXXXXX	-
Levy School Year July 1, 2008 - June 30, 2009		XXXXXXXX	-
Levy Calendar Year 2008		XXXXXXXX	-
Paid		-	XXXXXXXX
Balance December 31, 2008		XXXXXXXX	XXXXXXXX
School Tax Payable #	85003-00	-	XXXXXXXX
School Tax Deferred			
(Not in excess of 50% of Levy - 2008-2009)	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, 2008	85045-00	XXXXXXXX	
2008 Levy	81105-00	XXXXXXXX	
Interest Earned		XXXXXXXX	
Expended			XXXXXXXX
Balance December 31, 2008	85046-00		XXXXXXXX
		-	-

REGIONAL SCHOOL TAX

(Provide a separate statement for each Regional District involved)

	Debit	Credit
Balance January 1, 2006	XXXXXXXX	XXXXXXXX
School Tax Payable # 85031-00	XXXXXXXX	0.01
School Tax Deferred (Not in excess of 50% of Levy - 2007-2008) 85032-00	XXXXXXXX	
Levy School Year July 1, 2008 - June 30, 2009	XXXXXXXX	
Levy Calendar Year 2008	XXXXXXXX	7,891,399.93
Paid	7,891,399.94	XXXXXXXX
Balance December 31, 2008	XXXXXXXX	XXXXXXXX
School Tax Payable # 85033-00		XXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2008-2009) 85034-00		XXXXXXXX
	7,891,399.94	7,891,399.94

# Must include unpaid requisitions.

REGIONAL HIGH SCHOOL TAX

	Debit	Credit
Balance January 1, 2008	XXXXXXXX	XXXXXXXX
School Tax Payable # 85041-00	XXXXXXXX	
School Tax Deferred (Not in excess of 50% of Levy - 2007-2008) 85042-00	XXXXXXXX	
Levy School Year July 1, 2008 - June 30, 2009	XXXXXXXX	
Levy Calendar Year 2008	XXXXXXXX	
Paid		XXXXXXXX
Balance December 31, 2008	XXXXXXXX	XXXXXXXX
School Tax Payable # 85043-00		XXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2008-2009) 85044-00		XXXXXXXX
	-	-

# Must include unpaid requisitions



COUNTY TAXES PAYABLE

		Debit	Credit
Balance January 1, 2008		XXXXXXXX	XXXXXXXX
County Taxes	80003-01	XXXXXXXX	-
Due County for Added and Omitted Taxes	80003-02	XXXXXXXX	26,073.97
2008 Levy:		XXXXXXXX	XXXXXXXX
General County	80003-03	XXXXXXXX	2,279,064.98
County Library	80003-04	XXXXXXXX	229,044.54
County Health		XXXXXXXX	-
County Open Space Preservation		XXXXXXXX	156,436.02
Due County for Added and Omitted Taxes	80003-05	XXXXXXXX	24,258.84
Paid		2,690,619.51	XXXXXXXX
Balance December 31, 2008		XXXXXXXX	XXXXXXXX
County Taxes		-	XXXXXXXX
Due County for Added & Omitted Taxes		24,258.84	XXXXXXXX
		2,714,878.35	2,714,878.35

SPECIAL DISTRICT TAXES

			Debit	Credit
Balance January 1, 2008			XXXXXXXX	-
2008 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 2008 Levy	80003-07		XXXXXXXX	-
Paid	80003-08		-	XXXXXXXX
Balance December 31, 2008	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, 2008	80004-01	XXXXXXXX	-
State Library Aid Received in 2008	80004-02	XXXXXXXX	
Expended	80004-09		XXXXXXXX
Balance December 31, 2008	80004-10	-	
		-	-

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

		Debit	Credit
Balance January 1, 2008	80004-03	XXXXXXXX	
State Library Aid Received in 2008	80004-04	XXXXXXXX	
Expended	80004-11		XXXXXXXX
Balance December 31, 2008	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, 2008	80004-05	XXXXXXXX	
State Library Aid Received in 2008	80004-06	XXXXXXXX	
Expended	80004-13		XXXXXXXX
Balance December 31, 2008	80004-14	-	
		-	-

## RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

		Debit	Credit
Balance January 1, 2008	80004-07	XXXXXXXX	
State Library Aid Received in 2008	80004-08	XXXXXXXX	
Expended	80004-15		XXXXXXXX
Balance December 31, 2008	80004-16	-	
		-	-

STATEMENT OF GENERAL BUDGET REVENUES 2008

Source		Budget	Realized	Excess or Deficit*
		-01	-02	-03
Surplus Anticipated	80101-	490,000.00	490,000.00	-
Surplus Anticipated with Prior Written Consent of Director of Local Government	80102-			
Miscellaneous Revenue Anticipated:		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Adopted Budget		1,841,321.29	1,910,505.76	69,184.47
Added by N.J.S. 40A:4-87: (List on 17a)		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Per attached sheet		6,754.05	6,754.05	-
Total Miscellaneous Revenue Anticipated	80103-	1,848,075.34	1,917,259.81	69,184.47
Receipts from Delinquent Taxes	80104-	250,000.00	270,151.02	20,151.02
Amount to be Raised by Taxation:		XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
(a) Local Tax for Municipal Purposes	80105-	3,458,701.66	XXXXXXXXXX	XXXXXXXXXX
(b) Addition to Local District School Tax	80106-		XXXXXXXXXX	XXXXXXXXXX
Total Amount to be Raised by Taxation	80107-	3,458,701.66	3,510,189.15	51,487.49
		6,046,777.00	6,187,599.98	140,822.98

ALLOCATION OF CURRENT TAX COLLECTIONS

		Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22)	80108-00	XXXXXXXXXX	13,740,393.46
Amount to be Raised by Taxation		XXXXXXXXXX	XXXXXXXXXX
Local District School Tax	80109-00	-	XXXXXXXXXX
Regional School Tax	80119-00	7,891,399.93	XXXXXXXXXX
Regional High School Tax	80110-00	-	XXXXXXXXXX
County Taxes	80111-00	2,664,545.54	XXXXXXXXXX
Due County for Added and Omitted Taxes	80112-00	24,258.84	XXXXXXXXXX
Special District Taxes	80113-00	-	XXXXXXXXXX
Municipal Open Space Tax	80120-00		
Reserve for Uncollected Taxes	80114-00	XXXXXXXXXX	350,000.00
Deficit in Required Collection of Current Taxes (or)	80115-00	XXXXXXXXXX	
Balance for Support of Municipal Budget (or)	80116-00	3,510,189.15	XXXXXXXXXX
*Excess Non-Budget Revenue (see footnote)	80117-00		XXXXXXXXXX
*Deficit Non-Budget Revenue (see footnote)	80118-00	XXXXXXXXXX	
		14,090,393.46	14,090,393.46

\*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.

## (Continued)

Source	Budget	Realized	Excess or Deficit
Recycling Tonnage Grant	5,384.82	5,384.82	-
Body Armor Grant	1,369.23	1,369.23	-
			-
			-
			-
			-
			-
			-
			-
			-
			-
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			-
			-
			-
			-
			-
			-
			-
Total (Sheet 17)	6,754.05	6,754.05	-

STATEMENT OF GENERAL BUDGET APPROPRIATIONS 2008

2008 Budget as Adopted	80012-01	6,040,022.95
2008 Budget - Added by N.J.S. 40A:4-87	80012-02	6,754.05
Appropriated for 2008 (Budget Statement Item 9)	80012-03	6,046,777.00
Appropriated for 2008 by Emergency Appropriation (Budget Statement Item 9)	80012-04	-
Total General Appropriations (Budget Statement Item 9)	80012-05	6,046,777.00
Add: Overexpenditures (see footnote)	80012-06	-
Total Appropriations and Overexpenditures	80012-07	6,046,777.00
Deduct Expenditures:		
Paid or Charged [Budget Statement Item (L)]	80012-08	5,433,907.46
Paid or Charged - Reserve for Uncollected Taxes	80012-09	350,000.00
Reserved	80012-10	242,945.24
Total Expenditures	80012-11	6,026,852.70
Unexpended Balances Canceled (see footnote)	80012-12	19,924.30

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)

2008 Authorizations		
N.J.S. 40A:4-46 (After adoption of Budget)		
N.J.S. 40A:4-20 (Prior to adoption of Budget)		
Total Authorizations		
Deduct Expenditures:		
Paid or Charged		
Reserved		
Total Expenditures		

# RESULTS OF 2008 OPERATIONS

## CURRENT FUND

		Debit	Credit
Excess of anticipated Revenues:		XXXXXXXXX	XXXXXXXXX
Miscellaneous Revenues anticipated	80013-01	XXXXXXXXX	69,184.47
Delinquent Tax Collections	80013-02	XXXXXXXXX	20,151.02
		XXXXXXXXX	
Required Collection of Current Taxes	80013-03	XXXXXXXXX	51,487.49
Unexpended Balances of 2008 Budget Appropriations	80013-04	XXXXXXXXX	19,924.30
Miscellaneous Revenue Not Anticipated	81113-	XXXXXXXXX	93,094.94
Miscellaneous Revenue Not Anticipated:			
Proceeds of Sale of Foreclosed Property (Sheet 27)	81114-	XXXXXXXXX	
Payments in Lieu of Taxes on Real Property	81120-	XXXXXXXXX	
Sale of Municipal Assets		XXXXXXXXX	
Unexpended Balances of 2007 Appropriation Reserves	80013-05	XXXXXXXXX	127,466.15
Prior Years Interfunds Returned in 2008	80013-06	XXXXXXXXX	-
Appropriated Grants Canceled		XXXXXXXXX	1,959.22
		XXXXXXXXX	
		XXXXXXXXX	XXXXXXXXX
Deferred School Tax Revenue: (See School Taxes, Sheets 13 & 14)		XXXXXXXXX	XXXXXXXXX
Balance January 1, 2008	80013-07	-	XXXXXXXXX
Balance December 31, 2008	80013-08	XXXXXXXXX	-
Deficit in Anticipated Revenues:		XXXXXXXXX	XXXXXXXXX
Miscellaneous Revenues Anticipated	80013-09	-	XXXXXXXXX
Delinquent Tax Collections	80013-10	-	XXXXXXXXX
		-	XXXXXXXXX
Required Collection of Current Taxes	80013-11	-	XXXXXXXXX
Interfund Advances Originating in 2008	80013-12	125.00	XXXXXXXXX
Grant Receivable Canceled		1,959.22	XXXXXXXXX
			XXXXXXXXX
			XXXXXXXXX
Deficit Balance - To Trial Balance (Sheet 3)	80013-13	XXXXXXXXX	-
Surplus Balance - To Surplus (Sheet 21)	80013-14	381,183.37	XXXXXXXXX
		383,267.59	383,267.59

## SCHEDULE OF MISCELLANEOUS REVENUES NOT ANTICIPATED

SOURCE	Amount Realized
Tax Map / Ord Copies	104.70
Police Sale of Junk Titles	8,625.52
Refunds	10,403.81
Senior Citizens / Veterans Administrative Fee	656.59
Donation	300.00
Proceeds Borough Property	22,600.00
Court Motor Vehicle Inspections	29,086.00
Owners List	140.00
Tax Collector Fees	1,063.85
Police Accident Reports	756.75
Other Police Fees	4,520.35
Fire Code Other	7,721.00
Recycling Containers	18.00
Americana Lease	4,500.00
Vending Machine	75.60
Shared Services Roosevelt	620.00
Construction Code Miscellaneous	1,598.25
Miscellaneous	304.52
Total Amount of Miscellaneous Revenues Not Anticipated (Sheet 19)	93,094.94

**SURPLUS - CURRENT FUND**  
**YEAR 2008**

		Debit	Credit
1. Balance January 1, 2008	80014-01	XXXXXXXXX	497,672.01
2.		XXXXXXXXX	
3. Excess Resulting from 2008 Operations	80014-02	XXXXXXXXX	381,183.37
4. Amount Appropriated in the 2008 Budget - Cash	80014-03	490,000.00	XXXXXXXXX
5. Amount Appropriated in 2008 Budget - with Prior Written Consent of Director of Local Govt. Services	80014-04		XXXXXXXXX
6.			XXXXXXXXX
7. Balance December 31, 2008	80014-05	388,855.38	XXXXXXXXX
		878,855.38	878,855.38

**ANALYSIS OF BALANCE DECEMBER 31, 2008**  
**(FROM CURRENT FUND - TRIAL BALANCE)**

Cash	80014-06		985,465.27
Investments	80014-07		
Sub-Total			985,465.27
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08		598,987.29
Cash Surplus	80014-09		386,477.98
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	2,377.40	
Deferred Charges #	80014-12	-	
Cash Deficit #	80014-13	-	
Total Other Assets	80014-14		2,377.40
		80014-15	388,855.38

\* 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 2008 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 - 2008 LEVY**

1.	Amount of Levy as per Duplicate (Analysis) # or (Abstract of Ratables)	82101-00	<u>14,015,319.62</u>
		82113-00	
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>127,615.90</u>
5a.	Subtotal 2008 Levy		<u>14,142,935.52</u>
5b.	Reductions due to tax appeals **		
5c.	Total 2008 Tax Levy	82106-00	<u>14,142,935.52</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>5,632.14</u>
9.	Discount Allowed	82110-00	<u>-</u>
10.	Collected in Cash: In 2007	82121-00	<u>113,584.74</u>
	In 2008 *	82122-00	<u>13,657,231.12</u>
	State's Share of 2008 Senior Citizens and Veterans Deductions Allowed	82123-00	<u>33,977.60</u>
	R.E.A.P. Revenue	82124-00	
	Total to Line 14	82111-00	<u>13,804,793.46</u>
11.	Total Credits		<u>13,810,425.60</u>
12.	Amount Outstanding, December 31, 2008	83120-00	<u>332,509.92</u>
13.	Percentage of Cash Collections to Total 2008 Levy, (Item 10 divided by Item 5c) is		<u>97.60%</u>
		82112-00	

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

14.	<u>Calculation of Current Taxes Realized in Cash:</u>		
	Total of Line 10		<u>13,804,793.46</u>
	Less: Reserve for Tax Appeals Pending State Division of Tax Appeals		<u>64,400.00</u>
	To Current Taxes Realized in Cash (Sheet 17)		<u>13,740,393.46</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 2008 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 2008

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) . . . . .	\$ -
LESS: Proceeds from Accelerated Tax Sale . . . . .	
NET Cash Collected . . . . .	\$ N/A
Line 5c (sheet 22) Total 2008 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) . . . . .	\$
LESS: Proceeds from Tax Levy Sale (excluding premium) . . . . .	
NET Cash Collected . . . . .	\$ -
Line 5c (sheet 22) Total 2008 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, 2008	XXXXXXXXX	XXXXXXXXX
Due From State of New Jersey	1,229.45	XXXXXXXXX
Due To State of New Jersey	XXXXXXXXX	-
2. Sr. Citizens Deductions Per Tax Billings	7,000.00	XXXXXXXXX
3. Veterans Deductions Per Tax Billings	24,500.00	XXXXXXXXX
4. Sr. Citizens Deductions Allowed By Tax Collector	500.00	XXXXXXXXX
5. Veterans Deductions Allowed By Tax Collector	2,000.00	
6.		
7. Sr. Citizens Deductions Disallowed By Tax Collector	XXXXXXXXX	22.40
8. Sr. Citizens Deductions Disallowed By Tax Collector 2007 Taxes	XXXXXXXXX	
9. Received in Cash from State	XXXXXXXXX	32,829.65
10.		
11.		
12. Balance December 31, 2008	XXXXXXXXX	XXXXXXXXX
Due From State of New Jersey	XXXXXXXXX	2,377.40
Due To State of New Jersey		XXXXXXXXX
	35,229.45	35,229.45


Calculation of Amount to be included on Sheet 22, Item 10-  
2008 Senior Citizens and Veterans Deductions Allowed

Line 2	7,000.00
Line 3	24,500.00
Line 4	500.00
Line 5	<u>2,000.00</u>
Sub-Total	34,000.00
Less: Line 7	<u>22.40</u>
To Item 10, Sheet 22	<u><u>33,977.60</u></u>

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

		Debit	Credit
Balance January 1, 2008		XXXXXXXX	-
Taxes Pending Appeals	-	XXXXXXXX	XXXXXXXX
Interest Earned on Taxes Pending Appeals	-	XXXXXXXX	XXXXXXXX
Contested Amount of 2008 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)		XXXXXXXX	64,400.00
Interest Earned on Taxes Pending State Appeals		XXXXXXXX	
Cash Paid to Appellants (Including 5% Interest from Date of Payment)		-	XXXXXXXX
Closed to Results of Operations (Portion of Appeal won by Municipality, including Interest)			XXXXXXXX
Balance December 31, 2008		64,400.00	XXXXXXXX
Taxes Pending Appeals*	64,400.00	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, 2008.



Signature of Tax Collector

T-1562

License #

2/24/09

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

%  
[(2009 Estimated Total Levy - 2008 Total Levy)/2008 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)

\$

2009 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, 2008			316,631.47	XXXXXXXXXX
A. Taxes	83102-00	271,479.77	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	83110-00		-	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	316,631.47
8. Totals			316,631.47	316,631.47
9. Balance Brought Down			316,631.47	XXXXXXXXXX
10 Collected:			XXXXXXXXXX	270,151.02
A. Taxes	83116-00	270,151.02	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83117-00	-	XXXXXXXXXX	XXXXXXXXXX
11. Interest and Costs - 2008 Tax Sale	83118-00		-	XXXXXXXXXX
12. 2008 Taxes Transferred to Liens	83119-00		-	XXXXXXXXXX
13. 2008 Taxes	83123-00		332,509.92	XXXXXXXXXX
14. Balance December 31, 2008			XXXXXXXXXX	378,990.37
A. Taxes	83121-00	333,838.67	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83122-00	45,151.70	XXXXXXXXXX	XXXXXXXXXX
15. Totals			649,141.39	649,141.39

16. Percentage of Cash Collections to Adjusted Amount Outstanding  
(Item No. 10 divided by Item No. 9) is 85.32%

17. Item No. 14 multiplied by percentage shown above is 323,354.58  
and represents the maximum amount that may be anticipated in 2008. 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, 2008	84101-00	-	XXXXXXXXXX
2. Foreclosed or Deeded in 2008		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, 2008	84114-00	XXXXXXXXXX	-
		-	-

**CONTRACT SALES**

		Debit	Credit
15. Balance January 1, 2008	84115-00		XXXXXXXXXX
16. 2008 Sales from Foreclosed Property	84116-00		XXXXXXXXXX
17. Collected*	84117-00	XXXXXXXXXX	
18.	84118-00	XXXXXXXXXX	
19. Balance December 31, 2008	84119-00	XXXXXXXXXX	
		-	-

**MORTGAGE SALES**

		Debit	Credit
20. Balance January 1, 2008	84120-00		XXXXXXXXXX
21. 2008 Sales from Foreclosed Property	84121-00		XXXXXXXXXX
22. Collected*	84122-00	XXXXXXXXXX	
23.	84123-00	XXXXXXXXXX	
24. Balance December 31, 2008	84124-00	XXXXXXXXXX	
		-	-

Analysis of Sale of Property:

\*Total Cash Collected in 2008 (84125-00)

Realized in 2008 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, 2007 per Audit <u>Report</u>	Amount 2008 <u>Budget</u>	Amount Resulting from 2008	Balance as at <u>Dec. 31, 2008</u>
1.	Emergency Authorization - Municipal*				
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.			
2.			
3.			
4.			
5.			

**JUDGEMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED**

	<u>In favor of</u>	<u>On Account of</u>	<u>Date Entered</u>	<u>Amount</u>	Appropriated for in Budget of <u>Year 2009</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.

Date	Purpose	Amount Authorized	Not Less Than 1/5 of Amount Authorized*	Balance Dec. 31, 2007	REDUCED IN 2008		Balance Dec. 31, 2008
					By 2008 Budget	Canceled by Resolution	
7/17/2006	Revision of Tax Map	15,000.00	3,000.00	12,000.00	3,000.00	-	9,000.00
				-			-
11/6/2006	Revaluation	145,000.00	29,000.00	116,000.00	29,000.00		87,000.00
							-
							-
							-
							-
							-
							-
							-
							-
	Totals	160,000.00	32,000.00	128,000.00	32,000.00	-	96,000.00

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, 2008" must be entered here and then raised in the 2009 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, 2007	REDUCED IN 2008		Balance Dec. 31, 2008
					By 2008 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, 2008" must be entered here and then raised in the 2009 budget.

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2009 DEBT SERVICE FOR BONDS  
(~~COUNTY~~) (MUNICIPAL) GENERAL CAPITAL BONDS**

		Debit	Credit	2008 Debt Service
Outstanding January 1, 2008	80033-01	XXXXXXXXXX	115,000.00	
Issued	80033-02	XXXXXXXXXX	4,000,000.00	
Paid	80033-03	60,000.00	XXXXXXXXXX	
Outstanding, December 31, 2008	80033-04	4,055,000.00	XXXXXXXXXX	
		4,115,000.00	4,115,000.00	
2009 Bond Maturities - General Capital Bonds		80033-05		90,000.00
2009 Interest on Bonds *		80033-06	224,084.17	
ASSESSMENT SERIAL BONDS				
Outstanding January 1, 2008	80033-07	XXXXXXXXXX	-	
Issued	80033-08	XXXXXXXXXX	-	
Paid	80033-09	-	XXXXXXXXXX	
Outstanding, December 31, 2008	80033-10	-	XXXXXXXXXX	
		-	-	
2009 Bond Maturities - Assessment Bonds		80033-11		
2009 Interest on Bonds *		80033-12		
Total "Interest on Bonds - Debt Service" (*Items)			80033-13	224,084.17

<b>LIST OF BONDS ISSUED DURING 2008</b>				
Purpose	2009 Maturity	Amount Issued	Date of Issue	Interest Rate
General Improvements	35,000.00	4,000,000.00	2/1/2008	various
Total	35,000.00	4,000,000.00		

80033-14                      80033-15

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2009 DEBT SERVICE FOR LOANS  
(~~COUNTY~~) (MUNICIPAL)    GREEN TRUST LOAN**

		Debit	Credit	2008 Debt Service
Outstanding January 1, 2008	80033-01	XXXXXXXX		
Issued	80033-02	XXXXXXXX	-	
Paid	80033-03		XXXXXXXX	
Outstanding, December 31, 2008	80033-04	-	XXXXXXXX	
		-	-	
2009 Loan Maturities	80033-05			
2009 Interest on Loans	80033-06			
Total 2009 Debt Service for _____ Loan	80033-13			-
<b>LOAN</b>				
Outstanding January 1, 2008	80033-07	XXXXXXXX		
Issued	80033-08	XXXXXXXX		
Paid	80033-09		XXXXXXXX	
Outstanding, December 31, 2008	80033-10	-	XXXXXXXX	
		-	-	
2009 Loan Maturities	80033-11			
2009 Interest on Loans	80033-12			
Total 2009 Debt Service for _____ Loan	80033-13			-

**LIST OF LOANS ISSUED DURING 2008**

Purpose	2009 Maturity	Amount Issued	Date of Issue	Interest Rate
Total	-	-		

80033-14

80033-15

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2009 DEBT SERVICE FOR BONDS  
TYPE I SCHOOL TERM BONDS**

		Debit	Credit	2008 Debt Service
Outstanding January 1, 2008	80034-01	XXXXXXXX		
Paid	80034-02		XXXXXXXX	
Outstanding, December 31, 2008	80034-03	-	XXXXXXXX	
		-	-	
2009 Bond Maturities - Term Bonds	80034-04			
2009 Interest on Bonds *	80034-05			
<b>TYPE I SCHOOL SERIAL BOND</b>				
Outstanding January 1, 2008	80034-06	XXXXXXXX		
Issued	80034-07	XXXXXXXX		
Paid	80034-08		XXXXXXXX	
Outstanding, December 31, 2008	80034-09	-	XXXXXXXX	
		-	-	
2009 Interest on Bonds *	80034-10			
2009 Bond Maturities - Serial Bonds			80034-11	
Total "Interest on Bonds - Type I School Debt Service" (*Items)			80034-12	

**LIST OF BONDS ISSUED DURING 2008**

Purpose	2009 Maturity -01	Amount Issued -02	Date of Issue	Interest Rate
Total 80035-	-	-		

**2009 INTEREST REQUIREMENT - CURRENT FUND DEBT ONLY**

1. Emergency Notes	80036-	Outstanding Dec. 31, 2008	2009 Interest Requirement
2. Special Emergency Notes	80037-	-	-
3. Tax Anticipation Notes	80038-	96,000.00	3,830.40
4. Interest on Unpaid State and County Taxes	80039-	-	-
5. _____		-	-
6. _____			

## 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 2006 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2009 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, 2008	Date of Maturity	Rate of Interest	2008 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
Totals	-		-			-	-	

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, 2006 or prior must be appropriated in full in the 2009 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

NOT APPLICABLE

**SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS**

Sheet 34a

Purpose	Amount of Lease Obligation Outstanding Dec. 31, 2008	2009 Budget Requirement	
		For Principal	For Interest/Fees
Leases Approved by LFB prior to July 1, 2008			
1. Mercer County Capital Equipment Lease	45,989.84	30,330.39	1,666.55
2.			
3.			
4.			
5.			
6.			
Leases Approved by LFB after July 1, 2007			
1.			
2.			
3.			
4.			
5.			
6.			
Total	45,989.84	30,330.39	1,666.55

80051-01

80051-02

(Do not crowd - add additional sheets)



## SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (GENERAL CAPITAL FUND)

Sheet 35

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.		Balance - January 1, 2008		2008 Authorizations		Expended	Authorizations Canceled	Balance - December 31, 2008	
		Funded	Unfunded					Funded	Unfunded
97-19, 0014F	Various Public Improvements	-	32,967.68			30,000.00		2,967.68	-
97-02, 00-9	Public Works Facility	-	77,719.58			20,803.00		56,916.58	-
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	-	52,912.83			31,101.84		21,810.99	-
01-17, 02-18	Reconstruction of Center Street		82.77					82.77	-
02-17	Various Capital Improvements	-	52.16			52.16			-
			-						-
04-17	Acq. of Capacity Rights - JCP&L	-	34,040.25					34,040.25	-
		-	-					-	-
		-	-					-	-
05-04	Mercer St. Revitalization Project	-	17,807.15			624.63		17,182.52	-
		-	-					-	-
									-

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, 2008		2008 Authorization		Expended	Authorizations Canceled	Balance - December 31, 2008	
		Funded	Unfunded					Funded	Unfunded
05-24	Peddie Lake Dam Improvements	-	141,552.40			1,247.50		-	140,304.90
05-32	Various Equipment - Police and Court	6,179.00	-					6,179.00	-
05-34	Streetscape/Main St. Redevelopment	24,321.90	95,000.00			75,688.09		43,633.81	-
		-	-					-	-
06-16	Acquisition of Fire Truck	-	30,226.00			8,483.26		21,742.74	-
06-22	Purchase of Various Equipment	1,072.00	-					1,072.00	-
06-24	Purchase of Garbage Truck	-	2,003.01			2,003.01		-	-
07-01/ 08-07	Road Imp Morrison Ave and Outcalt	86,022.36	105,500.00	128,000.00		199,316.51		120,205.85	-
07-04	Automated Garbage Truck/Containers		2,277.43			2,277.43			-
07-09	Various Equipment - Police and Court	8,185.00	-			4,689.76		3,495.24	-
07-21	Acquisition of Ambulance		1,500.00			1,500.00			-
07-26	Police Department Equipment	2,700.00	58,900.00			59,881.83		-	1,718.17
08-01	Westerlea Ave Improvements	-	-	332,500.00		303,603.49			28,896.51
08-14	Purchase of Air Paks for Fire CO.			4,600.00		4,477.82		122.18	-
08-18	Police Dept Radar and Radio Equip			3,500.00		3047.5		452.50	-
									-
Total 70000-		135,033.98	659,990.21	468,600.00	-	748,797.83	-	343,906.78	170,919.58

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, 2008	80031-01	XXXXXXXX	4,430.00
Received from 2008 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
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
Appropriated to Finance Improvement Authorizations	80031-04	7,500.00	XXXXXXXX
			XXXXXXXX
Balance December 31, 2008	80031-05	16,930.00	XXXXXXXX
		24,430.00	24,430.00

\* The full amount of the 2008 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, 2008	80030-01	XXXXXXXX	-
Received from 2008 Budget Appropriation*	80030-02	XXXXXXXX	
Received from 2008 Emergency Appropriation*	80030-03	XXXXXXXX	
Appropriated to Finance Improvement Authorizations	80030-04		XXXXXXXX
			XXXXXXXX
Balance December 31, 2008	80030-05	-	XXXXXXXX
		-	-

\* The full amount of the 2008 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.

**CAPITAL IMPROVEMENTS AUTHORIZED IN 2008**  
**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 2008 or Prior Years
Improvements to Morrison Ave.				
and Outcault Street (1)	128,000.00	-	-	-
Westerlea Ave Imp.(2)	332,500.00	78,500.00	4,000.00	4,000.00
Purchase of Air Paks for Fire Company (3)	4,600.00	-	-	-
Police Dept Radar and Radio Equi	3,500.00	-	3,500.00	3,500.00
Total 80032-00	468,600.00	78,500.00	7,500.00	7,500.00

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 \$128,000
- (2) Grant Receivable \$250,000
- (3) Fully Funded Capital Ordinance

**GENERAL CAPITAL FUND**  
**STATEMENT OF CAPITAL SURPLUS**  
**YEAR - 2008**

		Debit	Credit
Balance January 1, 2008	80029-01	XXXXXXXX	4,683.87
Premium on Sale of Bonds		XXXXXXXX	-
Funded Improvement Authorizations Canceled		XXXXXXXX	-
Premium on Sale of Bond Anticipation Notes			520.00
Appropriated to Finance Improvement Authorizations	80029-02	4,600.00	XXXXXXXX
Appropriated to 2008 Budget Revenue	80029-03	-	XXXXXXXX
Balance December 31, 2008	80029-04	603.87	XXXXXXXX
		5,203.87	5,203.87

**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, 2008
2. Amount of Cash in Special Trust Fund as of December 31, 2008 (Note A)
3. Amount of Bonds Issued Under Item 1  
Maturing in 2009
4. Amount of Interest on Bonds with a  
Covenant - 2009 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 2008 appropriation column.

MUNICIPALITIES ONLY  
IMPORTANT!!

*This Sheet Must Be Completely Filled in or the Statement Will be Considered Incomplete*

(N.J.S.A.52:27BB-55 As Amended by Chap. 211, P.L. 1981)

A.

1. Total Tax Levy for the Year 2008 was

14,142,935.52

2. Amount of Item 1 Collected in 2008 (\*)

13,804,793.46

3. Seventy (70) percent of Item 1

9,900,054.86

(\*) Including prepayments and overpayments applied.

B.

1. Did any maturities of bonded obligations or notes fall due during the year 2008?

Answer YES or NO

Yes

2. Have payments been made for all bonded obligations or notes due on or before December 31, 2008?

Answer YES or NO

Yes

If answer is "NO" give details

NOTE: If answer to Item B1 is YES, then Item B2 must be answered

C.

Does the appropriation required to be included in the 2008 budget for the liquidation of all bonded obligations or notes exceed 25% of the total of appropriations for operating purposes in the budget for the year just ended?

Answer YES or NO:

No

D.

1. Cash Deficit 2007

None

2. 4% of 2007 Tax Levy for all purposes:

Levy

=

3. Cash Deficit 2008

None

4. 4% of 2008 Tax Levy for all purposes:

Levy

=

E.

Unpaid

1. State Taxes

2. County Taxes

3. Amounts due Special Districts

4. Amounts due School Districts for Local School Tax

2007	2008	Total
		NONE
	24,258.84	24,258.84
		NONE
		NONE

**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 2008, 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, 2008

**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 OPERATING FUND</b>		
Cash	929,588.11	
Consumer Accounts Receivable:		
Water-Sewer Rents	114,563.96	
Gray Water Fees	7,421.20	
Appropriation Reserves		94,431.13
Reserve for Encumbrances		95,846.89
Due to Current Fund		367.90
Prepaid Rents		48,776.27
Rent Overpayments		6,774.99
Accounts Payable		-
Accrued Interest on Notes		24.20
Accrued Interest on Bonds		127,509.34
Accrued Interest on Loans		4,920.34
		378,651.06
Reserve for Receivables		121,985.16
Fund Balance		550,937.05
	1,051,573.27	1,051,573.27

"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, 2008

**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	200.00	
Bonds and Notes Authorized but not Issued		200.00
Cash	509,045.96	
Fixed Capital	11,977,987.48	
Fixed Capital Authorized and Uncompleted	3,587,900.00	
Grants Receivable	55,000.00	
Due from General Capital Fund	250,000.00	
Serial Bonds Payable		5,160,000.00
Loans Payable		533,912.56
Bond Anticipation Notes		148,000.00
Encumbrances Payable		457,837.04
Improvement Authorizations - Funded		230,656.83
Improvement Authorizations - Unfunded		122,420.40
Reserve for Amortization		9,549,074.92
Deferred Reserve for Amortization		174,700.00
Capital Improvement Fund		16.95
Down Payments on Improvements		200.00
Fund Balance		3,114.74
	16,380,133.44	16,380,133.44

(Do not crowd - add additional sheets)

**POST CLOSING TRIAL BALANCE -  
UTILITY ASSESSMENT TRUST FUNDS**

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

AS AT DECEMBER 31, 2008

[illegible]

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

**ANALYSIS OF \_\_\_\_\_ UTILITY ASSESSMENT TRUST CASH AND INVESTMENTS  
PLEDGED TO LIABILITIES AND SURPLUS**

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2007	RECEIPTS					Disbursements	Balance Dec. 31, 2008
		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

\*Show as red figure

SCHEDULE OF WATER-SEWER UTILITY BUDGET - 2008

BUDGET REVENUES

Source		Budget	Received in Cash	Excess or Deficit*
Operating Surplus Anticipated	01	97,000.00	97,000.00	-
Operating Surplus Anticipated with Consent of Director of Local Government Services	02			
Rents		2,223,912.44	2,367,112.03	143,199.59
Miscellaneous		660,654.08	984,961.24	324,307.16
				-
				-
Added by N.J.S. 40A:4-87 (List)		XXXXXXXX	XXXXXXXX	XXXXXXXX
Subtotal		2,981,566.52	3,449,073.27	467,506.75
Deficit (General Budget)**	06			
	07	2,981,566.52	3,449,073.27	467,506.75

\*\*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	2,981,566.52
Added by N.J.S. 40A:4-87	-
Emergency	-
Total Appropriations	2,981,566.52
Add: Overexpenditures (See Footnote)	-
Total Appropriations and Overexpenditures	2,981,566.52
Deduct Expenditures:	
Paid or Charged	2,879,564.31
Reserved	94,431.13
Surplus (General Budget)**	-
Total Expenditures	2,973,995.44
Unexpended Balance Canceled (See Footnote)	7,571.08

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 2008 OPERATION  
WATER-SEWER UTILITY**

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2008 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		
2007 Appropriation Reserves Canceled * (Excess Revenue Realized)	-	
Accounts Payable canceled	-	
Total Revenue Realized		-
Expenditures:	XXXXXXXX	
Appropriations (Not Including "Surplus (General Budget)")	XXXXXXXX	
Paid or Charged	-	
Reserved	-	
Expended Without Appropriation		
Cash Refund of Prior Year's Revenue	-	
Overexpenditure of Appropriation Reserves		
Total Expenditures	-	
Less: Deferred Charges Included In Above "Total Expenditures"		
Total Expenditures - As Adjusted		-
Excess		-
Budget Appropriation - Surplus (General Budget) **	-	
Remainder = Balance of "Results of 2008 Operation" ("Excess in Operations" - Sheet 60)	-	
Deficit		
Anticipated Revenue - Deficit (General Budget) **		
Remainder = Balance of "Results of 2008 Operation" ("Operating Deficit - to Trial Balance" - Sheet 60)		

**SECTION 2:**

The following Item of "2007 Appropriation Reserves Canceled in 2008" Is Due to the Current Fund TO THE EXTENT OF the amount Received and Due from the General Budget of 2007 for an Anticipated Deficit in the WATER-SEWER Utility for 2007:

2007 Appropriation Reserves Canceled in 2008	74,620.49	
Less: Anticipated Deficit in 2007 Budget - Amount Received and Due from Current Fund - If none, enter "None"	-	
* Excess (Revenue Realized)		74,620.49

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

## RESULTS OF 2008 OPERATIONS WATER-SEWER UTILITY

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXX	467,506.75
Unexpended Balances of Appropriations	XXXXXXXX	7,571.08
Miscellaneous Revenue Not Anticipated	XXXXXXXX	88.35
Unexpended Balances of 2007 Appropriation Reserves*	XXXXXXXX	74,620.49
Deficit in Anticipated Revenue	-	XXXXXXXX
Refund of Prior Year Revenue		XXXXXXXX
Operating Deficit - to Trial Balance	XXXXXXXX	
Excess in Operations - to Operating Surplus	549,786.67	XXXXXXXX
* See <u>restriction</u> in amount on Sheet 59, SECTION 2	549,786.67	549,786.67

## OPERATING SURPLUS - WATER-SEWER UTILITY

	Debit	Credit
Balance January 1, 2008	XXXXXXXX	98,150.38
Excess in Results of 2008 Operations	XXXXXXXX	549,786.67
Amount Appropriated in 2008 Budget - Cash	97,000.00	XXXXXXXX
Amount Appropriated in 2008 Budget with Prior Written Consent of Director of Local Government Services		XXXXXXXX
Balance December 31, 2008	550,937.05	XXXXXXXX
	647,937.05	647,937.05

## ANALYSIS OF BALANCE DECEMBER 31, 2008 (FROM WATER-SEWER UTILITY - TRIAL BALANCE)

Cash		929,588.11
Investments		-
Interfund Accounts Receivable		-
Subtotal		929,588.11
Deduct Cash Liabilities Marked with "C" on Trial Balance		378,651.06
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		550,937.05
*Other Assets Pledged to Operating Surplus		
Deferred Charges #	-	
Operating Deficit #	-	
Total Other Assets		-
#MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2009 BUDGET		550,937.05

\*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, 2007 \$ 98,788.89

Increased by:

Water-Sewer Rents Levied \$ 2,382,887.10  
2,481,675.99

Decreased by:

Collections \$ 2,343,422.93  
Overpayments applied \$ 272.86  
Transfer to \_\_\_\_\_ Liens \$ \_\_\_\_\_  
Other Prepaid \$ 23,416.24  
\$ 2,367,112.03

Balance December 31, 2008 \$ 114,563.96

\_\_\_\_\_

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

Balance December 31, 2007 \$ \_\_\_\_\_

Increased by:

Transfers from Accounts Receivable \$ \_\_\_\_\_  
Penalties and Costs \$ \_\_\_\_\_  
Other \$ \_\_\_\_\_  
\$ \_\_\_\_\_

Decreased by:

Collections \$ \_\_\_\_\_  
Other \$ \_\_\_\_\_  
\$ \_\_\_\_\_

Balance December 31, 2008 \$ \_\_\_\_\_

**SCHEDULE OF GRAY WATER FEES ACCOUNTS RECEIVABLE**

Balance December 31, 2007 \$ 3,974.70

Increased by:

Gray Water Fees Levied \$ 454,132.12  
458,106.82

Decreased by:

Collections \$ 450,018.07  
Overpayments applied \$ 667.55  
Transfer to \_\_\_\_\_ Liens \$ \_\_\_\_\_  
Other \$ -  
\$ 450,685.62

Balance December 31, 2008 \$ 7,421.20

\_\_\_\_\_

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

Balance December 31, 2007 \$ \_\_\_\_\_

Increased by:

Transfers from Accounts Receivable \$ \_\_\_\_\_  
Penalties and Costs \$ \_\_\_\_\_  
Other \$ \_\_\_\_\_

\$ \_\_\_\_\_

Decreased by:

Collections \$ \_\_\_\_\_  
Other \$ \_\_\_\_\_

\$ \_\_\_\_\_

Balance December 31, 2008 \$ \_\_\_\_\_



**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, 2007 per Audit Report	Amount in 2008 Budget	Amount Resulting from 2008	Balance as at Dec. 31, 2008
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 2009</u>
1.	_____	_____	_____	\$ _____	_____
2.	_____	_____	_____	\$ _____	_____
3.	_____	_____	_____	\$ _____	_____
4.	_____	_____	_____	\$ _____	_____

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2009 DEBT SERVICE FOR BONDS  
UTILITY ASSESSMENT BONDS**

	Debit	Credit	2008 Debt Service
Outstanding January 1, 2008	XXXXXXXX		
Issued	XXXXXXXX		
Paid		XXXXXXXX	
Outstanding December 31, 2008		XXXXXXXX	
2009 Bond Maturities - Assessment Bonds			
2009 Interest on Bonds *			
<b><u>WATER-SEWER</u> UTILITY CAPITAL BONDS</b>			
Outstanding January 1, 2008	XXXXXXXX	2,030,000.00	
Issued	XXXXXXXX	3,265,000.00	
Paid	135,000.00	XXXXXXXX	
Outstanding December 31, 2008	5,160,000.00	XXXXXXXX	
	5,295,000.00	5,295,000.00	
2009 Bond Maturities - Capital Bonds			150,000.00
2009 Interest on Bonds *		255,191.57	

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

2009 Interest on Bonds (*Items)	255,191.57	
Less: Interest Accrued to 12/31/2008 (Trial Balance)	127,509.34	
Subtotal	127,682.23	
Add: Interest to be Accrued as of 12/31/2009	52,982.30	
Required Appropriations 2009		180,664.53

**LIST OF BONDS ISSUED DURING 2008**

Purpose	2009 Maturity	Amount Issued	Date of Issue	Interest Rate
Water/Sewer Utility Bonds	75,000.00	3,265,000.00	2/1/2008	various

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2009 DEBT SERVICE FOR LOANS  
WATER-SEWER                      UTILITY LOAN**

	Debit	Credit	2009 Debt Service
Outstanding January 1, 2008	XXXXXXXX	786,203.02	
Issued	XXXXXXXX		
Paid	252,290.46	XXXXXXXX	
Outstanding December 31, 2008	533,912.56	XXXXXXXX	
	786,203.02	786,203.02	
2009 Loan Maturities			246,600.21
2009 Interest on Loans*		26,182.93	
<b>UTILITY LOAN</b>			
Outstanding January 1, 2008	XXXXXXXX		
Issued	XXXXXXXX		
Paid		XXXXXXXX	
Outstanding December 31, 2008		XXXXXXXX	
2009 Loan Maturities			
2009 Interest on Loans*			

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

2009 Interest on Loans (*Items)	26,182.93	
Less: Interest Accrued to 12/31/2008 (Trial Balance)	4,920.34	
Subtotal	21,262.59	
Add: Interest to be Accrued as of 12/31/2009	3,702.67	
Required Appropriations 2009		24,965.26

**LIST OF LOANS ISSUED DURING 2008**

Purpose	2009 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, 2008	Date of Maturity	Rate of Interest	2009 Budget Requirement		
						For Principal	For Interest **	
1. 08-19 Water/Sewer Improvements	148,000.00	12/11/08	148,000.00	12/11/09	3.990%	-	5,905.20	
2.						-	-	
3.						-	-	
4.						-	-	
5.						-	-	
6.						-	-	
7.						-	-	
8.						-		
9.								
	148,000.00		148,000.00			-	5,905.20	

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 2006 or prior require one legal payable installment to be budgeted if it is contemplated that such notes will be renewed in 2009 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	
2009 Interest on Notes	5,905.20
Less: Interest Accrued to 12/31/2008(Trial Balance)	24.20
Subtotal	5,881.00
Add: Interest to be Accrued as of 12/31/2009	344.47
Required Appropriation - 2009	6,225.47

(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, 2008	Date of Maturity	Rate of Interest	2009 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, 2006 or prior must be appropriated in full in the 2009 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, 2008	2009 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, 2008		2008 Authorizations	Encumbrance Canceled	Expended	Authorizations Canceled	Balance - December 31, 2008	
		Funded	Unfunded					Funded	Unfunded
		-	-			-		-	-
01-01	Various Upgrades	2,928.87	-			-		2,928.87	-
01-11, 01-21	Water Imp. Dey Outcalt Street	96,193.54	-			52,474.97		43,718.57	-
02-16	Water/Sewer Improvements	-	142,772.28			11,176.47		131,395.81	200.00
03-19	Elevated Water Tower	-	6,543.34			1,137.77		5,405.57	-
03-26	Backwash Water Recovery Tank	-	33.02			-		33.02	-
03-33	Water/Sewer Improvements	-	578,131.87			578,131.87		-	-
04-18	Water/Sewer Improvements	-	35,627.66			23,307.94		12,319.72	-
06-06, 06-25	Water/Sewer Improvements	-	37,382.16		15,697.26	40,574.60		12,504.82	-
06-18	Acquisition of Water Meters	-	4,233.75			3,500.00		733.75	-
07-02	Water-Sewer Improvements -								
	Morrison Ave and Outcalt	-	33,575.87			11,959.17		21,616.70	-
08-10, 08-19	Water/Sewer Improvements	-	-	155,400.00		33,179.60		-	122,220.40
	Total	99,122.41	838,299.95	155,400.00	15,697.26	755,442.39	-	230,656.83	122,420.40

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, 2008	XXXXXXXX	7,416.95
Received from 2008 Budget Appropriation*	XXXXXXXX	
	XXXXXXXX	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	XXXXXXXX	
List by Improvements - Direct Charges Made for Preliminary Costs:	XXXXXXXX	XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
Appropriated to Finance Improvement Authorizations	7,400.00	XXXXXXXX
		XXXXXXXX
Balance December 31, 2008	16.95	XXXXXXXX
	7,416.95	7,416.95

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

	Debit	Credit
Balance January 1, 2008	XXXXXXXX	200.00
Received from 2008 Budget Appropriation*	XXXXXXXX	
Received from 2008 Emergency Appropriation*	XXXXXXXX	
Appropriated to Finance Improvement Authorizations		XXXXXXXX
Balance December 31, 2008	200.00	XXXXXXXX
	200.00	200.00

\*The full amount of the 2008 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.



**UTILITY FUND**  
**CAPITAL IMPROVEMENTS AUTHORIZED IN 2008**  
**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 2008 or Prior Years
Water/Sewer Improvements	155,400.00	148,000.00	7,400.00	7,400.00
	155,400.00	148,000.00	7,400.00	7,400.00

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

**YEAR 2008**

	Debit	Credit
Balance January 1, 2008	XXXXXXXX	2,690.29
Premium on Sale of Bonds	XXXXXXXX	
Funded Improvement Authorizations Canceled	XXXXXXXX	
Premium on Sale of Bond Anticipation Notes		424.45
Appropriated to Finance Improvement Authorizations		XXXXXXXX
Appropriated to 2008 Budget Revenue		XXXXXXXX
Balance December 31, 2008	3,114.74	XXXXXXXX
	3,114.74	3,114.74

# INSTRUCTIONS IN PREPARATION OF ANNUAL FINANCIAL STATEMENT OF 2008

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

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

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

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- 1, 1a., & 1b. Certification and Affidavit
- 1c. Municipal Budget Local Examination Certification
- 1d. Report of Federal and State Financial Assistance Expenditures of Awards
- 2. Instructions and Certification
- 3, 3a., & 3b. Trial Balance-Current Fund
- 4. Trial Balance-Public Assistance Fund
- 5. Trial Balance-Federal and State Funds
- 6 & 6b. Trial Balance-Trust Funds/Schedule of Trust Fund Reserves
- 6a. Municipal Public Defender Certification - P.L. 1997, C.256
- 7. Analysis of Trust Assessment Cash and Investments Pledged to Liabilities and Surplus
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- 9 & 9a. Cash Reconciliation
- 10. Federal and State Grants Receivable
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- 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 2008 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 2008
- 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 2008
- 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
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- 47 & 61. Utility Accounts Receivable; Utility Liens
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- 50 & 64. Debt Service for Utility Notes (Other than Utility Assessment Notes)
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- 52 & 66. Improvement Authorizations (Utility Capital)
- 53 & 67. Capital Improvement Fund and Down Payments
- 54 & 68. Utility Capital Improvements Authorized in 2008; Utility Capital Surplus