

# ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2013 (UNAUDITED)

<u>POPULATION LAST CENSUS</u>	13,098
<u>NET VALUATION TAXABLE 2013</u>	<u>\$1,496,813,654.00</u>
<u>MUNICODE</u>	<u>1222</u>

**FIVE DOLLAR PER DAY PENALTY IF NOT FILED BY:  
COUNTIES - JANUARY 26, 2014  
MUNICIPALITIES - FEBRUARY 10, 2014**

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

Borough of Metuchen County of Middlesex

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

	Date	Examined By:
1		Preliminary Check
2		Examined

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

Signature: 

Name and Title: Robert W. Swisher RMA

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

## REQUIRED CERTIFICATION BY CHIEF FINANCIAL OFFICER:

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

Further, I do hereby certify that I, Rebecca Cuthbert, am the Chief Financial Officer, License # N0429, of the Borough of Metuchen County: Middlesex and that the statements annexed hereto and made a part hereof are true statements of the financial condition of the Local Unit as at December 31, 2013, completely in compliance with N.J.S. 40A:5-12, as amended. I also give complete assurances as to the veracity of required information included herein, needed prior to certification by the Director of Local Government Services, including the verification of cash balances as of December 31, 2013.

Signature	
Title	<b>Chief Municipal Finance Officer</b>
Address	<b>500 Main Street, Metuchen, NJ 08840</b>
Phone #	<b>732 - 632 - 8512</b>
Fax #	

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

# THE REQUIRED CERTIFICATION BY AN RMA IS AS FOLLOWS:

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

I have prepared the post-closing trial balances, related statements and analysis included in the accompanying Annual Financial Statement from the books of account and records made available to me by the                     Borough                     of                     Metuchen                    , as of December 31, 2013 and have applied certain agreed-upon procedures thereon as promulgated by the Division of Local Government Services, solely to assist the Chief Financial Officer in connection with the filing of the Annual Financial Statement for the year then ended as required by N.J.S. 40A:5-12, as amended.

Because the agreed-upon procedures do not constitute an examination of accounts made in accordance with generally accepted auditing standards, I do not express an opinion on any of the post-closing trial balances, related statements and analyses. In connection with the agreed-upon procedures, no matters came to my attention that caused me to believe that the Annual Financial Statement for the year ended 2013 is not in substantial compliance with the requirements of the State of New Jersey, Department of Community Affairs, Division of Local Government Services. Had I performed additional procedures or had I made an examination of the financial statements in accordance with generally accepted auditing standards, other matters might have come to my attention that would have been reported to the governing body and the Division. This Annual Financial Statement relates only to the accounts and items prescribed by the Division and does not extend to the financial statements of the municipality, taken as a whole.

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



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

**SUPLEE CLOONEY & COMPANY**

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

**308 EAST BROAD STREET**

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

**WESTFIELD, NEW JERSEY 07090**

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

**908-789-9300**

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

Certified by me:

This 3rd day of March, 2014.

**UNIFORM CONSTRUCTION CODE CERTIFICATION  
BY CONSTRUCTION CODE OFFICIAL**

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The undersigned *certifies* that the municipality has complied with the regulations governing revenues generated by uniform construction code fees and expenditures for construction code operations for transition year 2013 as required under N.J.A.C. 5:23 - 4.17.

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

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

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

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

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

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

**CERTIFICATION OF QUALIFYING MUNICIPALITY**

1. The outstanding indebtedness of the previous fiscal year is not in excess of 3.5%;
2. All emergencies approved for the previous fiscal year did not exceed 3% of total appropriations;
3. The tax collection rate exceeded 90% ;
4. Total deferred charges did not equal or exceed 4% of the total tax levy;
5. There were no "procedural deficiencies" noted by the registered municipal accountant on Sheet 1a of the Annual Financial Statement; and
6. There was no operating deficit for the fiscal year.
7. The municipality did not conduct an accelerated tax sale for less than 3 consecutive years.
8. The municipality did not conduct a tax lien sale the previous fiscal year and does not plan to conduct one in the current year.
9. The current year budget does not contain a levy or appropriation "CAP" referendum.
10. The Municipality will not apply for Transitional Aid for 2014.

The undersigned certifies 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:

NOT APPLICABLE

**CERTIFICATION OF NON - QUALIFYING MUNICIPALITY**

The undersigned certifies that this municipality does not meet item(s) # \_\_\_\_\_ of the criteria above and therefore does not qualify for local examination of its Budget in accordance with N.J.A.C. 5:30-7.5.

Municipality

Chief Financial Officer:

Signature:

Certificate #:

Date:

NOT APPLICABLE

22-6002312  
 Fed I.D. #  
Borough of Metuchen  
 Municipality  
Middlesex  
 County

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

Fiscal Year Ending: December 31, 2013

	(1) Federal programs Expended (administered by the state)	(2) State Programs Expended	(3) Other Federal Programs Expended
TOTAL	\$ _____	\$ <u>64,882.72</u>	\$ _____

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

Single Audit

Program Specific Audit

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

None

Note: All local governments, who are recipients of federal and state awards (financial assistance), must report the total amount of federal and state funds expended during its fiscal year and the type of audit required to comply with OMB A-133 (Revised 6/27/03) and OMB 04-04. The single audit threshold has been increased to \$500,000.00 beginning with Fiscal Years ending after 12/31/03. Expenditures are defined in section 205 of OMB A-133.

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

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

\_\_\_\_\_  
Date

**IMPORTANT!**

**READ INSTRUCTIONS**

**INSTRUCTION**

**Not Applicable**

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 2013 and that sheets 40 to 68 are unnecessary.

I have therefore removed from this statement the sheets pertaining only to utilities

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

Title: \_\_\_\_\_

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

**NOTE:**

When removing the utility sheets, please be sure to refasten the "index" sheet (the last sheet in the statement) in order to provide a protective cover sheet to the back of the document.

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**MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY AS OF OCTOBER 1, 2013**

Certification is hereby made that the Net Valuation Taxable of property liable to taxation for the tax year 2014 and filed with the County Board of Taxation on January 10, 2014 in accordance with the requirements of N.J.S.A. 54:4-35, was in the amount of \$ \_\_\_\_\_.

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

**BOROUGH OF METUCHEN**

\_\_\_\_\_  
MUNICIPALITY

**MIDDLESEX**

\_\_\_\_\_  
COUNTY













# MUNICIPAL PUBLIC DEFENDER

## CERTIFICATION

Public Law 1997, C. 256

Municipal Public Defender Expended Prior Year 2012:.....	(1)	\$	8,658.46
			<u>25%</u>
	(2)	\$	2,164.62

Municipal Public Defender Trust Cash Balance December 31, 2013:..... (3) \$ 23,701.58

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

Amount in excess of the amount expended: 3 - (1 + 2) =..... \$ 12,878.51

The undersigned certifies that the municipality has complied with the regulations governing *Municipal Public Defender* as required under Public Law 1997, C. 256.

Chief Financial Officer: REBECCA CUTHBERT

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

Certificate #: N0429

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

## Schedule of Trust Fund Deposits and Reserves

<u>Purpose</u>	Amount December 31, 2012 per <u>Audit Report</u>	<u>Increases</u>	<u>Decreases</u>	Balance as at December 31, <u>2013</u>
1. Senior Citizens	\$ 8,744.47	\$ 8,664.00	\$ 14,445.00	\$ 2,963.47
2. POAA	8,123.26	670.00	608.00	8,185.26
3. Tax Sale Premiums	373,700.00	54,000.00	55,000.00	372,700.00
4. Public Defender	16,631.08	16,140.50	9,070.00	23,701.58
5. Fire Inspections	18,393.52	62,942.74	45,410.95	35,925.31
6. Insurance Reserve	144,825.92	415,837.84	119,288.92	441,374.84
7. Tax Redemption	31,143.95	188,722.59	205,315.47	14,551.07
8. CDBG Senior Center	166.76	12,413.00	12,579.76	
9. CDBG Senior Programs	6,252.00	10,975.00	12,623.25	4,603.75
10. Donations	65,404.78	9,205.72	21,392.24	53,218.26
11. Other	62.13			62.13
12. Copier Leases	756.56		559.17	197.39
13. Replacement Tree Planting	13,800.00	5,775.00	713.25	18,861.75
14. Payroll Agency	103,943.41	2,422,195.47	2,473,203.08	52,935.80
15. COAH	90,399.83	53,412.90		143,812.73
16. Recreation	81,970.86	185,283.07	193,312.07	73,941.86
17. Unemployment Insurance	7,383.81	30,903.73	17,435.16	20,852.38
18. Police Outside Overtime	35,002.96	258,214.39	250,185.50	43,031.85
19. Law Enforcement	1,884.53	1.85	120.00	1,766.38
20. Developers Escrow	1,010,349.39	225,054.85	189,543.83	1,045,860.41
21. Forfeiture	52,868.50	49,139.23	11,927.51	90,080.22
22. Election	1,541.28	47,813.29	47,709.20	1,645.37
23. Fire Penalty		2,882.07		2,882.07
24.				
25.				
26.				
27.				
28.				
29.				
30.				
31.				
32.				
33.				
34.				
35.				
36.				
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38.				
39.				
40.				
41.				
42.				
43.				
44.				
45.				
<b>Totals:</b>	<b>\$ 2,073,349.00</b>	<b>\$ 4,060,247.24</b>	<b>\$ 3,680,442.36</b>	<b>\$ 2,453,153.88</b>

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

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2012	RECEIPTS					Disbursements	Balance Dec. 31, 2013
		Assessments and Liens	Current Budget	Miscellaneous				
Assessment Serial Bond Issues:	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx
Assessment Bond Anticipation Note Issues:	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx
Reserve for Maintenance Liens								
Due Current Fund								
Trust Surplus	\$949.60							\$949.60
*Less Assets "Unfinanced"	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx
<b>Totals</b>	<b>\$949.60</b>							<b>\$949.60</b>

\*Show as red figure





# CASH RECONCILIATION DECEMBER 31, 2013 (Continued)

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

TD Bank:	
Current Fund	\$3,875,863.36
Net Payroll	37,776.17
Assessment Trust	949.47
Animal Control Trust	5,693.61
Trust Other	785,706.69
Payroll Agency	93,584.68
Recreation Trust	94,804.13
SUI Trust	13,321.88
Police Outside Overtime Trust	52,616.55
Law Enforcement Trust Fund	1,766.38
Developers Escrow Trust	1,039,370.49
Forfeiture Trust	42,677.04
Election Trust	4,442.69
Fire Penalties Trust	2,852.07
General Capital	502,425.33
Pool Utility Operating	164,838.74
Pool Utility Capital	23,385.07
Public Assistance Trust Fund	563.38
Wells Fargo Bank:	
Current Fund	28,267.77
Metuchen Savings Bank:	
Coah Trust	142,312.73
Developers Escrow Trust	4,395.71
NJ Cash Management	
Current Fund	0.86
General Capital	35.02
<b>Total</b>	<b>\$6,917,649.82</b>

Note: Sections N.J.S. 40A:4-61, 40A:4-62 and 40A:4-63 of the Local Budget Law require that separate bank accounts be maintained for each allocated fund.

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

Grant	Balance Dec. 31, 2012	2013 Budget Revenue Realized	Received	Unappropriated Applied	Canceled	Balance Dec. 31, 2013
Statewide Liveable Communities 2004	\$4,793.21					\$4,793.21
Cultural Arts 2011	1,100.00		\$550.00			550.00
Cops in Shops 2011	200.00					200.00
Municipal Alliance 2012	4,182.62		4,182.62			
Dept. Law Public Safety-Drive Sober 2012	5,600.00		5,600.00			
Dept. Law Public Safety-Aggressive Driver 2012	1,550.00					1,550.00
County Cultural Arts 2012	399.00		399.00			
County Cultural History 2012	587.00		587.00			
Middlesex Cty. Quality Life-Bicycle 2012	5,000.00		4,990.17			9.83
Clean Communities 2012	400.20		400.20			
Municipal Alliance 2012		\$16,572.00	8,654.91			7,917.09
Cops in Shops 2012		3,439.41	1,100.00			2,339.41
Drive Sober 2013		8,800.00	3,900.00			4,900.00
Emergency Mgmt 2013		9,520.00	9,070.00			450.00
Pedestrian Safety 2013		4,000.00	4,000.00			
Body Armor 2013		3,582.46	3,582.46			

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

Grant	Balance Dec. 31, 2012	2013 Budget Revenue Realized	Received	Unappropriated Applied	Canceled	Balance Dec. 31, 2013
County Cultural Arts 2012		\$3,100.00	\$3,100.00			
Clean Communities 2013		20,196.13	20,196.13			
Recycling Tonnage 2013		16,977.25	16,977.25			
<b>Total</b>	\$23,812.03	\$86,187.25	\$87,289.74			\$22,709.54

Sheet 10a

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

Grant	Balance Dec. 31, 2012	Transferred from 2013 Budget Appropriations		Transferred From Accounts Payable	Expended	Accounts Payable	Canceled	Balance Dec. 31, 2013
		Budget	Appropriation By 40A:4-87					
Statewide Liveable Communities 2004	\$2,805.00							\$2,805.00
Recycling Enhancement	6,244.00				\$590.00			5,654.00
Recycling Tonnage	18,698.94				10,714.00			7,984.94
Municipal Alliance	11,334.40							11,334.40
Body Armor 2010	211.82							211.82
Middlesex Cty. Mug Shot Camera	3,640.00							3,640.00
Middlesex Cty. Open Space Myrtle/Charles	51,138.57							51,138.57
Municipal Alliance 2011	1,899.06							1,899.06
DDEF 2011	4,881.33				194.75			4,686.58
Recycling Tonnage 2011	10,425.59							10,425.59
Middlesex Cty. Cultural History 2011	646.70							646.70
Body Armor 2011	1,700.60							1,700.60
Dept Law Public Safety-Drive Sober 2012	2,800.00							2,800.00
Dept Law Public Safety-Aggressive Driver 2012	1,550.00							1,550.00
Body Armor 2012	2,864.00				2,495.35			368.65
Alcohol Ed. 2012	593.59							593.59
County Cultural History 2012	225.00							225.00

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

Grant	Balance Dec. 31, 2012	Transferred from 2013 Budget Appropriations		Transferred From Accounts Payable	Expended	Accounts Payable	Canceled	Balance Dec. 31, 2013
		Budget	Appropriation By 40A:4-87					
Middlesex Cty. Quality Life-Bicycle 2012	\$831.00				\$821.17			\$9.83
Clean Communities 2012	5,500.88				5,500.88			
Recycling Tonnage 2012	15,380.19							15,380.19
Recycling Enhancement 2012	11,116.27							11,116.27
Municipal Alliance 2013		\$16,572.00			9,518.94			7,053.06
Cops in Shops 2013			\$3,439.41		2,700.00			739.41
Drive Sober 2013			8,800.00		5,925.00			2,875.00
Emergency Mgmt 2013			9,520.00		9,520.00			
Pedestrian Safety 2013			4,000.00		4,000.00			
Body Armor 2013			3,582.46					3,582.46
County Cultural Arts 2013		3,100.00			3,100.00			
Clean Communities 2013			20,196.13		13,723.80			6,472.33
Recycling Tonnage 2013			16,977.25					16,977.25
<b>TOTAL</b>	<b>\$154,486.94</b>	<b>\$19,672.00</b>	<b>\$66,515.25</b>		<b>\$68,803.89</b>			<b>\$171,870.30</b>

Sheet 11a

## SCHEDULE OF UNAPPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Grant	Balance Dec. 31, 2012	Transferred to 2013 Budget Appropriations		Received	Applied to Receivable	Transfer To General Capital		Balance Dec. 31, 2013
		Budget	Appropriation By 40A:4-87					
Clean Communities 2013				\$3,115.56				\$3,115.56
<b>Total</b>				\$3,115.56				\$3,115.56

## LOCAL DISTRICT SCHOOL TAX \*

	Debit	Credit
Balance December 31, 2012	xxxxxxx	xxxxxxx
School Tax Payable # 85001-00	xxxxxxx	
School Tax Deferred (Not in excess of 50% of Levy - 2012 - 2013) 85002-00	xxxxxxx	
Levy School Year July 1, 2013 - June 30, 2014	xxxxxxx	
Levy Calendar 2013	xxxxxxx	\$33,087,617.00
Paid	\$33,087,617.00	xxxxxxx
Balance December 31, 2013	xxxxxxx	xxxxxxx
School Tax Payable # 85003-00		xxxxxxx
School Tax Deferred (Not in excess of 50% of Levy - 2013 - 2014) 85004-00		xxxxxxx
* Not including Type I school debt service, emergency authorizations - schools, transfer to Board of Education for use of local schools.		
		\$33,087,617.00
# Must include unpaid requisitions.		\$33,087,617.00

## MUNICIPAL OPEN SPACE TAX

Not Applicable

	Debit	Credit
Balance December 31, 2012 85045-00	xxxxxxx	
2013 Levy 81105-00	xxxxxxx	
2013 Levy Added	xxxxxxx	
Prior Year Levy Added	xxxxxxx	
Receipts	xxxxxxx	
Expenditures		xxxxxxx
		xxxxxxx
		xxxxxxx
Balance December 31, 2013 85046-00		xxxxxxx

## REGIONAL SCHOOL TAX

(Provide a separate statement for each Regional District involved)

NOT APPLICABLE

	Debit	Credit
Balance December 31, 2012	xxxxxxxxx	xxxxxxxxx
School Tax Payable # 85031-00	xxxxxxxxx	
School Tax Deferred (Not in excess of 50% of Levy - 2012 - 2013) 85032-00	xxxxxxxxx	
Levy School Year July 1, 2013 - June 30, 2014	xxxxxxxxx	
Levy Year 2013	xxxxxxxxx	
Paid		xxxxxxxxx
Balance December 31, 2013	xxxxxxxxx	xxxxxxxxx
School Tax Payable # 85033-00		xxxxxxxxx
School Tax Deferred (Not in excess of 50% of Levy - 2013 - 2014) 85034-00		xxxxxxxxx
# Must include unpaid requisitions.		

## REGIONAL HIGH SCHOOL TAX

NOT APPLICABLE

	Debit	Credit
Balance December 31, 2012	xxxxxxxxx	xxxxxxxxx
School Tax Payable # 85041-00	xxxxxxxxx	
School Tax Deferred (Not in excess of 50% of Levy - 2012 - 2013) 85042-00	xxxxxxxxx	
Levy School Year July 1, 2013 - June 30, 2014	xxxxxxxxx	
Levy Year 2013	xxxxxxxxx	
Paid		xxxxxxxxx
Balance December 31, 2013	xxxxxxxxx	xxxxxxxxx
School Tax Payable # 85043-00		xxxxxxxxx
School Tax Deferred (Not in excess of 50% of Levy - 2013 - 2014) 85044-00		xxxxxxxxx
# Must include unpaid requisitions.		

## COUNTY TAXES PAYABLE

		Debit	Credit
Balance December 31, 2012		xxxxxxxxx	xxxxxxxxx
County Taxes	80003-01	xxxxxxxxx	
Due County for Added and Omitted Taxes	80003-02	xxxxxxxxx	\$19,729.77
2013 Levy:		xxxxxxxxx	xxxxxxxxx
General County	80003-03	xxxxxxxxx	7,586,673.14
County Library	80003-04	xxxxxxxxx	
County Health		xxxxxxxxx	
County Open Space Preservation		xxxxxxxxx	644,738.44
Due County for Added and Omitted Taxes	80003-05	xxxxxxxxx	25,901.50
Paid		\$8,277,042.85	xxxxxxxxx
Balance December 31, 2013		xxxxxxxxx	xxxxxxxxx
County Taxes			xxxxxxxxx
Due County for Added and Omitted Taxes			xxxxxxxxx
		\$8,277,042.85	\$8,277,042.85

## SPECIAL DISTRICT TAXES

Not Applicable

		Debit	Credit
Balance December 31, 2012	80003-06	xxxxxxxxx	
2013 Levy: (List Each Type of District Tax Separately - see Footnote)		xxxxxxxxx	xxxxxxxxx
Fire -	81108-00	xxxxxxxxx	xxxxxxxxx
Sewer -	81111-00	xxxxxxxxx	xxxxxxxxx
Water -	81112-00	xxxxxxxxx	xxxxxxxxx
Garbage -	81109-00	xxxxxxxxx	xxxxxxxxx
Municipal Open Space -	81105-00	xxxxxxxxx	xxxxxxxxx
Municipal Open Space - Added		xxxxxxxxx	xxxxxxxxx
Total 2013 Levy	80003-07	xxxxxxxxx	
Paid	80003-08		xxxxxxxxx
Balance December 31, 2013	80003-09		xxxxxxxxx
Footnote: Please state the number of districts in each instance.			

## STATE LIBRARY AID

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

NOT APPLICABLE

		Debit	Credit
Balance December 31, 2012	80004-01	xxxxxxxx	
State Library Aid Received in 2013	80004-02	xxxxxxxx	
Expended	80004-09		xxxxxxxx
Balance December 31, 2013	80004-10		

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

NOT APPLICABLE

		Debit	Credit
Balance December 31, 2012	80004-03	xxxxxxxx	
State Library Aid Received in 2013	80004-04	xxxxxxxx	
Expended	80004-11		xxxxxxxx
Balance December 31, 2013	80004-12		

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

NOT APPLICABLE

		Debit	Credit
Balance December 31, 2012	80004-05	xxxxxxxx	
State Library Aid Received in 2013	80004-06	xxxxxxxx	
Expended	80004-13		xxxxxxxx
Balance December 31, 2013	80004-14		

### RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

NOT APPLICABLE

		Debit	Credit
Balance December 31, 2012	80004-07	xxxxxxxx	
State Library Aid Received in 2013	80004-08	xxxxxxxx	
Expended	80004-15		xxxxxxxx
Balance December 31, 2013	80004-16		

## STATEMENT OF GENERAL BUDGET REVENUES 2013

Source	Budget -01	Realized -02	Excess or (Deficit) -03
Surplus Anticipated 80101-	\$650,000.00	\$650,000.00	
Surplus Anticipated with Prior Written Consent of Director of Local Government 80102-			
Miscellaneous Revenue Anticipated			xxxxxxxxxx
Adopted Budget	3,428,539.00	3,601,462.12	\$172,923.12
Added by N.J. S. 40A:4-87: (List on 17a)	66,515.25	66,515.25	xxxxxxxxxx
Total Miscellaneous Revenue Anticipated 80103-	\$3,495,054.25	\$3,667,977.37	\$172,923.12
Receipts from Delinquent Taxes 80104-	675,000.00	796,180.04	121,180.04
Amount to be Raised by Taxation:	xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx
(a) Local Tax for Municipal Purposes 80105-	10,213,648.92	xxxxxxxxxx	xxxxxxxxxx
(b) Local Library Tax 80106-	717,902.00	xxxxxxxxxx	xxxxxxxxxx
Total Amount to be Raised by Taxation 80107-	10,931,550.92	11,375,259.95	443,709.03
	\$15,751,605.17	\$16,489,417.36	\$737,812.19

## ALLOCATION OF CURRENT TAX COLLECTIONS

	Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22) 80108-00	xxxxxxxxxx	\$51,783,532.11
Amount to be Raised by Taxation	xxxxxxxxxx	xxxxxxxxxx
Local District School Tax 80109-00	\$33,087,617.00	xxxxxxxxxx
Municipal Open Space Tax		xxxxxxxxxx
Regional School Tax 80119-00		xxxxxxxxxx
Regional High School Tax 80110-00		xxxxxxxxxx
County Taxes 80111-00	8,231,411.58	xxxxxxxxxx
Due County for Added and Omitted Taxes 80112-00	25,901.50	xxxxxxxxxx
Special District Taxes - Fire 80113-00		xxxxxxxxxx
Reserve for Uncollected Taxes 80114-00	xxxxxxxxxx	936,657.92
Deficit in Required Collection of Current Taxes (or) 80115-00	xxxxxxxxxx	
Balance for Support of Municipal Budget (or) 80116-00	11,375,259.95	xxxxxxxxxx
* Excess Non-Budget Revenue (see footnote) 80117-00		xxxxxxxxxx
* Deficit Non-Budget Revenue (see footnote) 80118-00	xxxxxxxxxx	
* 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.	\$52,720,190.03	\$52,720,190.03



## STATEMENT OF GENERAL BUDGET APPROPRIATIONS 2013

2013 Budget as Adopted	80012-01	\$15,685,089.92
2013 Budget - Added by N.J.S. 40A:4-87	80012-02	66,515.25
Appropriated for 2013 (Budget Statement Item 9)	80012-03	15,751,605.17
Appropriated for 2013 by Emergency Appropriation (Budget Statement Item 9)	80012-04	
<b>Total General Appropriations (Budget Statement Item 9)</b>	<b>80012-05</b>	<b>15,751,605.17</b>
Add: Overexpenditures (see footnote)	80012-06	
<b>Total Appropriations and Overexpenditures</b>	<b>80012-07</b>	<b>15,751,605.17</b>
Deduct Expenditures:		
Paid or Charged [Budget Statement Item (L)]	80012-08	\$14,263,950.90
Paid or Charged - Reserve for Uncollected Taxes	80012-09	936,657.92
Reserved	80012-10	525,651.63
<b>Total Expenditures</b>	<b>80012-11</b>	<b>15,726,260.45</b>
<b>Unexpended Balances Canceled (see footnote)</b>	<b>80012-12</b>	<b>\$25,344.72</b>

**FOOTNOTES - RE: OVEREXPENDITURES:**

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

**RE: UNEXPENDED BALANCES CANCELED:**

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

## SCHEDULE OF EMERGENCY APPROPRIATIONS FOR LOCAL DISTRICT SCHOOL PURPOSES

(EXCEPT FOR TYPE I SCHOOL DEBT SERVICE)

**NOT APPLICABLE**

2013 Authorizations		
N.J.S. 40A:4-46 (After adoption of Budget)		
N.J.S. 40A:4-20 (Prior to adoption of Budget)		
<b>Total Authorizations</b>		
Deduct Expenditures:		
Paid or Charged		
Reserved		
<b>Total Expenditures</b>		

# RESULTS OF 2013 OPERATION

## CURRENT FUND

		Debit	Credit
Excess of Anticipated Revenues:		xxxxxxxxx	xxxxxxxxx
Miscellaneous Revenues Anticipated	80013-01	xxxxxxxxx	\$172,923.12
Delinquent Tax Collections	80013-02	xxxxxxxxx	121,180.04
		xxxxxxxxx	
Required Collection of Current Taxes	80013-03	xxxxxxxxx	443,709.03
Unexpended Balances of 2013 Budget Appropriations	80013-04	xxxxxxxxx	25,344.72
Miscellaneous Revenue Not Anticipated	81113-	xxxxxxxxx	399,643.58
Miscellaneous Revenue Not Anticipated: Proceeds of Sale of Foreclosed Property (Sheet 27)	81114-	xxxxxxxxx	
Payments in Lieu of Taxes on Real Property	81120-	xxxxxxxxx	
Reserves Canceled		xxxxxxxxx	
Unexpended Balances of 2012 Approp. Reserves	80013-05	xxxxxxxxx	190,928.62
Prior Years Interfunds Returned in 2013	80013-06	xxxxxxxxx	
Accounts Payable Canceled		xxxxxxxxx	
Tax Overpayments Canceled		xxxxxxxxx	67,098.25
		xxxxxxxxx	
Deferred School Tax Revenue (See School Taxes, Sheets 13 & 14)		xxxxxxxxx	xxxxxxxxx
Balance December 31, 2012	80013-07		xxxxxxxxx
Balance December 31, 2013	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 2013	80013-12	\$125,000.00	xxxxxxxxx
Accounts Receivable Canceled			xxxxxxxxx
Refund of Prior Year Revenue - Appeals		79,043.14	xxxxxxxxx
			xxxxxxxxx
Deficit Balance - To Trial Balance (Sheet 3)	80013-13	xxxxxxxxx	
Surplus Balance - To Surplus (Sheet 21)	80013-14	1,216,784.22	xxxxxxxxx
		\$1,420,827.36	\$1,420,827.36



**SURPLUS - CURRENT FUND  
YEAR 2013**

		Debit	Credit
1. Balance December 31, 2012	80014-01	xxxxxxxx	\$1,456,464.07
2.		xxxxxxxx	
3. Excess Resulting from 2013 Operations	80014-02	xxxxxxxx	1,216,784.22
4. Amount Appropriated in the 2013 Budget - Cash	80014-03	\$650,000.00	xxxxxxxx
5. Amount Appropriated in 2013 Budget - with Prior Writ- ten Consent of Director of Local Government Services	80014-04		xxxxxxxx
6.			xxxxxxxx
7. Balance December 31, 2013	80014-05	2,023,248.29	xxxxxxxx
		\$2,673,248.29	\$2,673,248.29

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

Cash	80014-06	\$3,731,956.89
Investments	80014-07	
Sub-Total		\$3,731,956.89
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08	1,769,479.79
Cash Surplus	80014-09	\$1,962,477.10
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	\$38,061.65
Deferred Charges #	80014-12	
Cash Deficit #	80014-13	
Grants Receivable		22,709.54
Total Other Assets	80014-14	60,771.19
* IN THE CASE OF A "DEFICIT IN CASH SURPLUS", "OTHER ASSETS WOULD ALSO BE PLEDGED TO CASH LIABILITIES. # MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2014 BUDGET. (1) MAY BE ALLOWED UNDER CERTAIN CONDITIONS.	80014-15	\$2,023,248.29

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.



# ACCELERATED TAX SALE / TAX LEVY SALE - CHAPTER 99

## To Calculate Underlying Tax Collection Rate For 2012

Utilize this sheet only if you conducted an accelerated Tax Sale or Tax Levy Sale pursuant to Chapter 99, P.L. 1998

**NOT APPLICABLE**

### (1) Utilizing Accelerated Tax Sale

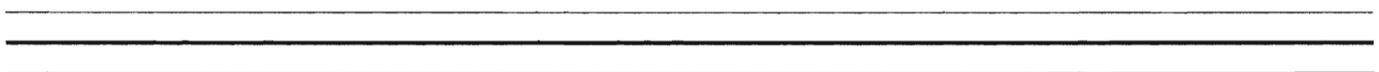
Total of Line 10 Collected in Cash (sheet 22)..... \$ \_\_\_\_\_

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

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

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

Percentage of Collection Excluding Accelerated Tax Sale Proceeds  
(Net Cash Collected divided by Item 5c) is..... %



### (2) Utilizing Accelerated Tax Levy Sale

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

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

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

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

Percentage of Collection Excluding Accelerated Tax Levy Sale Proceeds  
(Net Cash Collected divided by Item 5c) is..... %

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

	Debit	Credit
1. Balance December 31, 2012	xxxxxxxxxx	xxxxxxxxxx
Due From State of New Jersey	\$38,260.82	xxxxxxxxxx
Due To State of New Jersey	xxxxxxxxxx	
2. Sr. Citizens Deductions Per Tax Billings	18,250.00	xxxxxxxxxx
3. Veterans Deductions Per Tax Billings	98,500.00	xxxxxxxxxx
4. Sr.Citizens Deductions Allowed By Tax Collector	1,250.00	xxxxxxxxxx
5. Veterans Deductions Allowed By Tax Collector		
6.		
7. Sr. Citizens Deductions Disallowed By Tax Collector	xxxxxxxxxx	\$8,808.76
8. Sr. Citizens Deductions Disallowed By Tax Collector 2012 Taxes	xxxxxxxxxx	
9. Received in Cash from State	xxxxxxxxxx	109,390.41
10.		
11.		
12. Balance December 31, 2013	xxxxxxxxxx	xxxxxxxxxx
Due From State of New Jersey	xxxxxxxxxx	38,061.65
Due To State of New Jersey		xxxxxxxxxx
	\$156,260.82	\$156,260.82

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

Line 2	<u>18,250.00</u>
Line 3	<u>98,500.00</u>
Line 4	<u>1,250.00</u>
Line 5	<u>                    </u>
Sub-Total	<u>118,000.00</u>
Less: Line 7	<u>8,808.76</u>
To Item 10, Sheet 22	<u><u>109,191.24</u></u>

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

Not Applicable

	Debit	Credit
Balance December 31, 2012	xxxxxxx	
Taxes Pending Appeals	xxxxxxx	xxxxxxx
Interest Earned on Taxes Pending Appeals	xxxxxxx	xxxxxxx
Contested Amount of 2013 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)	xxxxxxx	
Interest Earned on Taxes Pending State Appeals	xxxxxxx	
Transferred From 2013 Budget Appropriation		
Cash Paid to Appellants (Including 5% Interest from Date of Payment)		xxxxxxx
Closed to Results of Operations (Portion of Appeal won by Municipality, Including Interest)		xxxxxxx
Balance December 31, 2013		xxxxxxx
Taxes Pending Appeals *	xxxxxxx	xxxxxxx
Interest Earned on Taxes Pending Appeals	xxxxxxx	xxxxxxx

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

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

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

\_\_\_\_\_  
Date

**COMPUTATION OF APPROPRIATIONS:  
RESERVE FOR UNCOLLECTED TAXES AND  
AMOUNT TO BE RAISED BY TAXATION  
IN 2014 MUNICIPAL BUDGET**

	YEAR 2014	YEAR 2013
1. Total General Appropriations for 2014 Municipal Budget Statement item 8 (L) (Exclusive of Reserve for Uncollected Taxes) 80015-		xxxxxxxxxx
2. Local District School Tax - Actual 80016-		\$33,087,617.00
School Budget Estimate ** 80017-		xxxxxxxxxx
3. Vocational School Tax - Actual		
Estimate * 80017-		xxxxxxxxxx
4. Regional School District Tax - Actual		
Estimate * 80017-		xxxxxxxxxx
5. Regional High School Tax - Actual 80018-		
School Budget Estimate * 80019-		xxxxxxxxxx
Actual 80020-		8,231,411.58
6. County Tax Estimate * 80021-		xxxxxxxxxx
Actual 80022-		
7. Special District/ Open Space Taxes Estimate * 80023-		xxxxxxxxxx
8. Total General Appropriations & Other Taxes 80024-01		
9. Less: Total Anticipated Revenues from 2014 in Municipal Budget (Item 5) 80024-02		
10. Cash Required from 2014 Taxes to Support Local Municipal Budget and Other Taxes 80024-03		
11. Amount of Item 10 Divided by _____ % (820024-04) Equals Amount to be Raised by Taxation (Percentage used must not exceed the applicable percentage shown by Item 13, Sheet 22) 80024-05		
Analysis of Item 11:		
Local District School Tax (Amount Shown on Line 2 Above)		
Vocational School Tax (Amount Shown on Line 3 Above)		
Regional School District Tax (Amount Shown on Line 4 Above)		
Regional High School Tax (Amount Shown on Line 5 Above)		
County Tax (Amount Shown on Line 6 Above)		
Special District Tax (Amount Shown on Line 7 Above)		
Tax in Local Municipal Budget		
Total Amount (see Line 11)		
12. Appropriation: Reserve for Uncollected Taxes (Budget Statement, Item 8 (M) (Item 11, Less Item 10) 80024-06		
Computation of "Tax in Local Municipal Budget"		
Item 1 - Total General Appropriations		
Item 12 - Appropriation: Reserve for Uncollected Taxes		
Sub-Total		
Less: Item 9 - Total Anticipated Revenues		
Amount to be Raised by Taxation in Municipal Budget 80024-07		

\* May not be stated in an amount less than "actual" Tax of 2013.

\*\* Must be stated in the amount of the proposed budget submitted by the Local Board of Education to the Commissioner of Education on January 15, 2014 (Chap. 136, P.L. 1978). Consideration must be given to calendar year calculation.

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

**ACCELERATED TAX SALE - CHAPTER 99**

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

NOT APPLICABLE

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

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

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

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

C. Times: % of increase of Amount to be  
 Raised by Taxes over Prior Year \_\_\_\_\_ %  
 ( (2014 Estimated Total Levy - 2013 Total Levy) / 2013 Total Levy)

D. Reserve for Uncollected Taxes Exclusion Amount \$ \_\_\_\_\_  
 ( (B x C) + B)

E. Net Reserve for Uncollected Taxes \$ \_\_\_\_\_  
 Appropriation in Current Budget  
 (A - D)

**2014 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, December 31, 2012			\$890,922.14	xxxxxxx
A. Taxes	83102-00	\$794,464.55	xxxxxxx	xxxxxxx
B. Tax Title Liens	83103-00	96,457.59	xxxxxxx	xxxxxxx
2. Canceled:			xxxxxxx	xxxxxxxxx
A. Taxes	83105-00		xxxxxxx	\$250.00
B. Tax Title Liens	83106-00		xxxxxxx	
3. Transferred to Foreclosed Tax Title Liens:			xxxxxxx	xxxxxxx
A. Taxes	83108-00		xxxxxxx	
B. Tax Title Liens	83109-00		xxxxxxx	
4. Added Taxes	83110-00		1,715.49	xxxxxxx
5. Added Tax Title Liens	83111-00		7,214.53	xxxxxxx
6. Adjustment between Taxes (Other than current year) and Tax Title Liens:			xxxxxxx	xxxxxxx
A. Taxes-Transfers to Tax Title Liens	83104-00		xxxxxxx	(1)
B. Tax Title Liens-Transfers from Taxes	83107-00		(1)	xxxxxxx
7. Balance Before Cash Payments			xxxxxxx	\$899,602.16
8. Totals			\$899,852.16	\$899,852.16
9. Balance Brought Down			\$899,602.16	xxxxxxx
10. Collected:			xxxxxxx	\$795,930.04
A. Taxes	83116-00	\$795,930.04	xxxxxxx	xxxxxxx
B. Tax Title Liens	83117-00		xxxxxxx	xxxxxxx
11. Interest and Costs - 2013 Tax Sale	83118-00			xxxxxxx
12. 2013 Taxes Transferred to Liens	83119-00		8,385.29	xxxxxxx
13. 2013 Taxes	83123-00		628,761.03	xxxxxxx
14. Balance December 31, 2013			xxxxxxx	740,818.44
A. Taxes	83121-00	\$628,761.03	xxxxxxx	xxxxxxx
B. Tax Title Liens	83122-00	112,057.41	xxxxxxx	xxxxxxx
15. Totals			\$1,536,748.48	\$1,536,748.48

16. Percentage of Cash Collections to Adjusted Amount Outstanding  
(Item No. 10 divided by Item No. 9) is 88.48%

17. Item No. 14 multiplied by percentage shown above is \$655,444.90 and represents the maximum amount that may be anticipated in 2013. 83125-00

(See Note A on Sheet 22 - Current Taxes)

(1) These amounts will always be the same.

**SCHEDULE OF FORECLOSED PROPERTY  
(PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION)**

		Debit	Credit
1. Balance, December 31, 2012	84101-00	\$350,300.00	xxxxxxx
2. Foreclosed or Deeded in 2013		xxxxxxx	xxxxxxx
3. Tax Title Liens	84103-00		xxxxxxx
4. Taxes Receivable	84104-00		xxxxxxx
5A.	84102-00		xxxxxxx
5B.	84105-00	xxxxxxx	
6. Adjustment to Assessed Valuation	84106-00		xxxxxxx
7. Adjustment to Assessed Valuation	84107-00	xxxxxxx	
8. Sales		xxxxxxx	xxxxxxx
9. Cash *	84109-00	xxxxxxx	
10. Contract	84110-00	xxxxxxx	
11. Mortgage	84111-00	xxxxxxx	
12. Loss on Sales	84112-00	xxxxxxx	
13. Gain on Sales	84113-00		xxxxxxx
14. Balance December 31, 2013	84114-00	xxxxxxx	\$350,300.00
		\$350,300.00	\$350,300.00

**CONTRACT SALES**

Not Applicable

		Debit	Credit
15. Balance December 31, 2012	84115-00		xxxxxxx
16. 2013 Sales from Foreclosed Property	84116-00		xxxxxxx
17. Collected *	84117-00	xxxxxxx	
18.	84118-00	xxxxxxx	
19. Balance December 31, 2013	84119-00	xxxxxxx	

**MORTGAGE SALES**

NOT APPLICABLE

		Debit	Credit
20. Balance December 31, 2012	84120-00		xxxxxxx
21. 2013 Sales from Foreclosed Property	84121-00		xxxxxxx
22. Collected *	84122-00	xxxxxxx	
23.	84123-00	xxxxxxx	
24. Balance December 31, 2013	84124-00	xxxxxxx	

Analysis of Sale of Property:

\* Total Cash Collected in 2013 84125-00

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

To Results of Operations (Sheet 19) \_\_\_\_\_

**DEFERRED CHARGES**

**- MANDATORY CHARGES ONLY -**

**CURRENT, TRUST, AND GENERAL CAPITAL FUNDS**

**(Do not include the emergency authorizations pursuant to N.J.S. 40A:4-55, N.J.S. 40A:4-55.1 or N.J.S. 40A:4-55.13 listed on Sheets 29 and 30.)**

Not Applicable

<u>Caused By</u>	<u>Amount Dec. 31, 2012 per Audit Report</u>	<u>Amount in 2013 Budget</u>	<u>Amount Resulting from 2013</u>	<u>Balance as at Dec. 31, 2013</u>
1. Emergency Authorizations - Municipal*	\$ _____	\$ _____	\$ _____	\$ _____
2. Emergency Authorizations - Schools	\$ _____	\$ _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____	\$ _____	\$ _____
5. _____	\$ _____	\$ _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____	\$ _____	\$ _____
8. _____	\$ _____	\$ _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____	\$ _____	\$ _____

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

NOT APPLICABLE

**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.	_____	_____	\$ _____

NOT APPLICABLE

**JUDGMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED**

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

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

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

**Not Applicable**

Date	Purpose	Amount Authorized	Not Less Than 1/5 of Amount Authorized*	Balance Dec. 31, 2012	REDUCED IN 2013		Balance Dec. 31, 2013
					By 2013 Budget	Canceled by Resolution	
<b>Totals</b>							

Sheet 29

80025-00                      80026-00

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

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

\* Not less than one-fifth (1/5) of amount authorized but not more than the amount shown in the column "Balance Dec. 31, 2013" must be entered here and then raised in the 2014 budget.



**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2014 DEBT SERVICE FOR BONDS  
(MUNICIPAL) GENERAL CAPITAL BONDS**

		Debit	Credit	2014 Debt Service
Outstanding, December 31, 2012	80033-01	xxxxxxx	\$13,230,000.00	
Issued	80033-02	xxxxxxx		
Paid	80033-03	\$480,000.00	xxxxxxx	
Outstanding, December 31, 2013	80033-04	12,750,000.00	xxxxxxx	
		\$13,230,000.00	\$13,230,000.00	
2014 Bond Maturities - General Capital Bonds			80033-05	\$ 850,000.00
2014 Interest on Bonds*		80033-06	\$285,529.31	

Not Applicable

**ASSESSMENT SERIAL BONDS**

Outstanding, December 31, 2012	80033-07	xxxxxxx		
Issued	80033-08	xxxxxxx		
Paid	80033-09		xxxxxxx	
Outstanding, December 31, 2013	80033-10		xxxxxxx	
2014 Bond Maturities - Assessment Bonds			80033-11	\$
2014 Interest on Bonds*		80033-12		
Total "Interest on Bonds - Debt Service" (*Items)			80033-13	\$ 285,529.31

**LIST OF BONDS ISSUED DURING 2013**

Not Applicable

Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate
Total				

80033-14

80033-15

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2014 DEBT SERVICE FOR LOANS  
(MUNICIPAL) GENERAL CAPITAL LOANS**

Not Applicable

		Debit	Credit	2014 Debt Service
Outstanding, December 31, 2012	80033-01	xxxxxxx		
Issued	80033-02	xxxxxxx		
Paid	80033-03		xxxxxxx	
Outstanding, December 31, 2013	80033-04		xxxxxxx	
2014 Loan Maturities			80033-05	\$
2014 Interest on Loans			80033-06	\$
Total 2014 Debt Service for <u>Green Acres</u> Loan			80033-13	\$

**INFRASTRUCTURE LOANS**

NOT APPLICABLE

Outstanding, December 31, 2012	80033-07	xxxxxxx		
Issued	80033-08	xxxxxxx		
Paid	80033-09		xxxxxxx	
Outstanding, December 31, 2013	80033-10		xxxxxxx	
2014 Loan Maturities			80033-11	\$
2014 Interest on Loans			80033-12	\$
Total 2014 Debt Service for _____ Loan			80033-13	\$

**LIST OF LOANS ISSUED DURING 2013**

NOT APPLICABLE

Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate
Total				

80033-14

80033-15

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

NOT APPLICABLE

**TYPE I SCHOOL TERM BONDS**

		Debit	Credit	2014 Debt Service
Outstanding, December 31, 2012	80034-01	xxxxxxx		
Paid	80034-03		xxxxxxx	
Outstanding, December 31, 2013	80033-04		xxxxxxx	
2014 Bond Maturities - Term Bonds		80034-04	\$	
2014 Interest on Bonds*		80034-05	\$	

NOT APPLICABLE

**TYPE I SCHOOL SERIAL BONDS**

Outstanding, December 31, 2012	80034-06	xxxxxxx		
Issued	80034-07	xxxxxxx		
Paid	80034-08		xxxxxxx	
Outstanding, December 31, 2013	80034-09		xxxxxxx	
2014 Interest on Bonds*		80034-10	\$	
2014 Bond Maturities - Serial Bonds			80034-11	\$
Total "Interest on Bonds - Type I School Debt Service" (*Items)			80034-12	\$

NOT APPLICABLE

**LIST OF BONDS ISSUED DURING 2014**

Purpose	2014 Maturity -01	Amount Issued -02	Date of Issue	Interest Rate
Total	80035-			

NOT APPLICABLE

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

		Outstanding Dec. 31, 2013	2014 Interest Requirement
1. Emergency Notes	80036-	\$ _____	\$ _____
2. Special Emergency Notes	80037-	\$ _____	\$ _____
3. Tax Anticipation Notes	80038-	\$ _____	\$ _____
4. Interest on Unpaid State and County Taxes	80039-	\$ _____	\$ _____
5. _____		\$ _____	\$ _____
6. _____		\$ _____	\$ _____



## DEBT SERVICE SCHEDULE FOR ASSESSMENT NOTES

NOT APPLICABLE

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue *	Amount of Note Outstanding Dec. 31, 2013	Date of Maturity	Rate of Interest	2014 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								
16.								
17.								
<b>Total</b>								

Sheet 34

80051-01

80051-02

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

Assessment Notes with an original date of issue of December 31, 2011 or prior must be appropriated in full in the 2014 Dedicated Assessment Budget or written intent of permanent financing submitted with statement.

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

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

## SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

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

Sheet 34a

(Do not crowd - add additional sheets)

## SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (GENERAL CAPITAL FUND)

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2013		2013 Authorizations	Expended	Contracts Payable Canceled	Improvement Authorizations Canceled	Balance - December 31, 2013	
	Funded	Unfunded					Funded	Unfunded
Senior Citizen Center Projects 92-26	\$16,983.00						\$16,983.00	
Removal of Underground Tanks 92-34	196.00						196.00	
Various Improvements 96-03	81.00						81.00	
Various Improvements 96-09	209.00						209.00	
Various Improvements 97-9	78.61						78.61	
Various Improvements 98-01	1,846.33						1,846.33	
Various Improvements 00-7		\$9,565.00						\$9,565.00
Construction of Municipal Building 02-1/04-11		117,489.53		\$13,150.00				104,339.53
Various Improvements 02-5		22,664.98						22,664.98
Various Improvements 03-5		19,415.88						19,415.88
Various Improvements 03-9	17,660.00						17,660.00	
Refunding Bond Ordinances 03-10	71.46						71.46	
Various Improvements 04-5	18,790.03						18,790.03	
Various Improvements 05-4		133,419.43						133,419.43
Various Improvements 06-5		63,445.99		665.00				62,780.99
Various Improvements 07-3/13-10		156,784.40		76,650.00				80,134.40
Various Improvements 08-7/13-11		182,376.10		164,586.60	\$16.20			17,805.70

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)

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2013		2013 Authorizations	Expended	Contracts Payable Canceled	Improvement Authorizations Canceled	Balance - December 31, 2013	
	Funded	Unfunded					Funded	Unfunded
Various Improvements 09-5		\$14,829.21						\$14,829.21
Various Improvements 10-3		128,629.26		\$51,988.84	\$232.00			76,872.42
Various Improvements 11-7		858,509.99		25,210.74				833,299.25
Various Improvements 12-4		119,055.11		37,217.13				81,837.98
Various Improvements 13-9			\$854,064.00	838,298.50				15,765.50
<b>TOTAL</b>	\$55,915.43	\$1,826,184.88	\$854,064.00	\$1,207,766.81	\$248.20		\$55,915.43	\$1,472,730.27

Sheet 35a

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



**GENERAL CAPITAL FUND**

NOT APPLICABLE

**SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS**

		Debit	Credit
Balance January 1, 2013	80030-01	xxxxxxx	
Received from 2013 Budget Appropriations *	80030-02	xxxxxxx	
Received from 2013 Emergency Appropriations *	80030-03	xxxxxxx	
Appropriated to Finance Improvement Authorizations	80030-04		xxxxxxx
			xxxxxxx
Balance December 31, 2013	80030-05		xxxxxxx

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

Bonds & Notes	\$520,100.00
Capital Improvement Fund	32,450.00
Grants Receivable	301,514.00
	<u>\$854,064.00</u>

**CAPITAL IMPROVEMENTS AUTHORIZED IN 2013  
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 2013 or Prior Years
#13-9 Various Capital Improvements	\$854,064.00	\$520,100.00	\$32,450.00	\$32,450.00
Total 80032-00	\$854,064.00	\$520,100.00	\$32,450.00	\$32,450.00

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.

**GENERAL CAPITAL FUND**  
**STATEMENT OF CAPITAL SURPLUS**  
**YEAR - 2013**

		Debit	Credit
Balance January 1, 2013	80029-01	xxxxxxx	\$142,087.86
Premium on Sale of Notes		xxxxxxx	21,973.53
Premium on Sale of Bonds		xxxxxxx	
State/County Aid Received on Funded Ordinance			
Funded Improvement Authorizations Canceled			
Appropriated to Finance Improvement Authorizations	80029-02		xxxxxxx
Appropriated to 2013 Budget Revenue	80029-03	\$125,000.00	xxxxxxx
Balance December 31, 2013	80029-04	39,061.39	xxxxxxx
		<b>\$164,061.39</b>	<b>\$164,061.39</b>

NOT APPLICABLE

**BONDS ISSUED WITH A COVENANT OR COVENANTS**

1. Amount of Serial Bonds Issued Under Provisions of Chapter 233, P.L. 1934, chapter 268, P.L. 1934, Chapter 428, P.L. 1933 or Chapter 77, Article VI-A, P.L. 1935, with Covenant or Covenants; Outstanding December 31, 2013		\$ _____
2. Amount of Cash in Special Trust Fund as of December 31, 2013 (Note A)		\$ _____
3. Amount of Bonds Issued Under Item 1 Maturing in 2014	\$ _____	
4. Amount of Interest on Bonds with a Covenant - 2014 Requirement	\$ _____	
5. Total of 3 and 4 - Gross Appropriation	\$ _____	
6. Less Amount of Special Trust Fund to be Used	\$ _____	
7. Net Appropriation Required		\$ _____

NOTE A - This amount to be supported by confirmation from bank or banks

Footnote: Any formula other than the one shown above and required to be used by covenant or covenants is to be attached hereto.

Item 5 must be shown as an item of appropriation, short extended, with Item 6 shown directly following as a deduction and with the amount of Item 7 extended into the 2013 appropriation column.

# MUNICIPALITIES ONLY

## IMPORTANT!!

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

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

- A.
- |   |    |               |
|---|----|---------------|
| 1. Total Tax Levy for the Year 2013 was   | \$ | 74,290,010.40 |
| 2. Amount of Item 1 Collected in 2013 (*) | \$ | 51,783,532.11 |
| 3. Seventy (70) percent of Item 1         | \$ | 52,003,007.28 |
- (\*) Including prepayments and overpayments applied.

- B.
1. Did any maturities of bonded obligations or notes fall due during the year 2013?
- Answer YES or NO       YES
2. Have payments been made for all bonded obligations or notes due on or before December 31, 2013?
- Answer YES or NO       YES       If answer is "NO" give details

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

- C. Does the appropriation required to be included in the 2013 budget for the liquidation of all bonded obligations or notes exceed 25% of the total of appropriations for operating purposes in the budget for the years just ended? Answer YES or NO:       NO

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

E. Unpaid	<u>2012</u>	<u>2013</u>	<u>Total</u>
1. State Taxes	\$ <u>                                </u>	\$ <u>                                </u>	\$ <u>                                </u>
2. County Taxes	\$ <u>                                </u>	\$ <u>                                </u>	\$ <u>                                </u>
3. Amounts due Special Districts	\$ <u>                                </u>	\$ <u>                                </u>	\$ <u>                                </u>
4. Amounts due School Districts for School Tax	\$ <u>                                </u>	\$ <u>                                </u>	\$ <u>                                </u>

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

**UTILITIES ONLY**

**Note:**

If no "utility fund" existed on the books of account and if no utility was owned and operated by the municipality during the year 2013, please observe instructions on Sheet 2.







## SCHEDULE OF SEWER UTILITY BUDGET - 2013

### BUDGET REVENUES

NOT APPLICABLE

Source	Budget	Received in Cash	Excess or (Deficit)
Operating Surplus Anticipated	91301-		
Operating Surplus Anticipated with Consent of Director of Local Govt. Services	91302-		
Sewer Rents	91303-		
Connection Fees	91304-		
Interest on Delinquent Charges	91305-		
Interest on Investments	91306-		
Added by N.J.S. 40A:4-87: (List)	xxxxxxx	xxxxxxx	xxxxxxx
Subtotal			
Deficit (General Budget) **	91306-		
	91307-		

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

### STATEMENT OF BUDGET APPROPRIATIONS

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

FOOTNOTES: - RE: OVEREXPENDITURES:

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

RE; UNEXPENDED BALANCES CANCELED

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

# STATEMENT OF 2013 OPERATION

## SEWER UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2013 Sewer Utility Budget contained either an item of revenue "Deficit (General Budget)" or an item of appropriation "Surplus (General Budget)"

Section 2 should be filled out in every case.

**Not Applicable**

**SECTION 1:**

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

**SECTION 2:**

The following Item of "2012 Appropriation Reserves Canceled in 2013" Is Due to the Current Fund TO THE EXTENT OF the amount Received and Due from the General budget of 2012 for an Anticipated Deficit in the Sewer Utility for 2012:

2012 Appropriation Reserves Canceled in 2013		
Less: Anticipated Deficit in 2012 Budget - Amount Received and Due from Current Fund - If none, enter "None"		
<b>* Excess (Revenue Realized)</b>		

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

## RESULTS OF 2013 OPERATIONS - SEWER UTILITY

NOT APPLICABLE

NOT APPLICABLE	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXXXX	
Unexpended Balances of Appropriations	XXXXXXXXXX	
Miscellaneous Revenue Not Anticipated	XXXXXXXXXX	
Unexpended Balances of 2012 Appropriation Reserves *	XXXXXXXXXX	
Accounts Payable Canceled		
Deficit in Anticipated Revenue		XXXXXXXXXX
Refund of Prior Year Revenue		XXXXXXXXXX
Operating Deficit - to Trial Balance	XXXXXXXXXX	
Excess in Operations - to Operating Surplus		XXXXXXXXXX

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

## OPERATING SURPLUS - SEWER UTILITY

NOT APPLICABLE

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

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

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

# MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2014 BUDGET.

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

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

# SCHEDULE OF SEWER UTILITY ACCOUNTS RECEIVABLE

NOT APPLICABLE

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

# SCHEDULE OF SEWER UTILITY LIENS

NOT APPLICABLE

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

**DEFERRED CHARGES**

- MANDATORY CHARGES ONLY -

**SEWER UTILITY FUND**

NOT APPLICABLE

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

<u>Caused By</u>	<u>Amount Jan. 1, 2013 per Audit Report</u>	<u>Amount in 2013 Budget</u>	<u>Amount Resulting from 2013</u>	<u>Balance as at Dec. 31, 2013</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**

NOT APPLICABLE

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

**JUDGMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED**

NOT APPLICABLE

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

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

NOT APPLICABLE

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

**SEWER UTILITY CAPITAL BONDS**

Outstanding January 1, 2013	XXXXXXX		
Issued	XXXXXXX		
Paid		XXXXXXX	
Outstanding, December 31, 2013		XXXXXXX	
	\$0.00	\$0.00	
2014 Bond Maturities - Capital Bonds			\$
2014 Interest on Bonds*		\$	

**INTEREST ON BONDS - SEWER UTILITY BUDGET**

2014 Interest on Bonds (*Items)	\$	
Less: Interest Accrued to 12/31/13 (Trial Balance)	\$	
Subtotal	\$	0.00
Add: Interest to be Accrued as of 12/31/14	\$	
Required Appropriation 2014		\$ 0.00

**LIST OF BONDS ISSUED DURING 2013**

Not Applicable

Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate

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

NOT APPLICABLE

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

NOT APPLICABLE

**SEWER UTILITY CAPITAL LOANS**

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

NOT APPLICABLE

**INTEREST ON LOANS - SEWER UTILITY BUDGET**

2014 Interest on Loans (*Items)	\$	
Less: Interest Accrued to 12/31/13 (Trial Balance)	\$	
Subtotal	\$	
Add: Interest to be Accrued as of 12/31/14	\$	
Required Appropriation 2014		\$

**LIST OF LOANS ISSUED DURING 2014**

NOT APPLICABLE

Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate

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

NOT APPLICABLE

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue *	Amount of Note Outstanding Dec. 31, 2013	Date of Maturity	Rate of Interest	2014 Budget Requirement		Interest Computer to (Interest Date)
						For Principal	For Interest **	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
<b>Total</b>								

Sheet 50

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

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

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

All notes with an original date of issue of 2011 or prior require one legal payable installment to be budgeted if it is contemplated that such notes will be renewed in 2014 or written intent of permanent financing submitted.

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

INTEREST ON NOTES - WATER UTILITY BUDGET	
2014 Interest on Notes	\$ _____
Less: Interest Accrued to 12/31/13 (Trial Balance)	\$ _____
Subtotal	\$ _____
Add: Interest to be Accrued as of 12/31/14	\$ _____
Required Appropriation - 2014	\$ _____

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

## DEBT SERVICE SCHEDULE FOR UTILITY ASSESSMENT NOTES

NOT APPLICABLE

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue *	Amount of Note Outstanding Dec. 31, 2013	Date of Maturity	Rate of Interest	2014 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								
<b>Total</b>								

Sheet 51

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

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

Utility Assessment Notes with an original date of issue of December 31, 2011 or prior must be appropriated in full in the 2014 Dedicated Utility Assessment Budget or written intent of permanent financing submitted.

\*\*Interest on Utility Assessment Notes must be Included in the Utility Budget appropriation "Interest on Notes".

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

## SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

NOT APPLICABLE

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

**SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (UTILITY CAPITAL FUND)**

**NOT APPLICABLE**

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2013		2013 Authorizations		Expended	Authorizations Canceled	Balance - December 31, 2013	
	Funded	Unfunded					Funded	Unfunded
1579A - Study & Review of Sanitary Sewer System								
1651 - Generator Pump Station								
1716 - Storm Sewer & Manhole Renovations								
1803 - Various Sewer Improvements								
1877 - Refunding Bond Ordinance								
1942 - Sewer Jet								
<b>Total</b>	<b>70000-</b>							

Sheet 52

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

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

NOT APPLICABLE

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

**SEWER UTILITY CAPITAL FUND**

**SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS**

NOT APPLICABLE

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

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



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 - POOL UTILITY FUND  
AS AT DECEMBER 31, 2013  
Operating and Capital Sections  
(Separately Stated)**

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

Title of Account	Debit	Credit
<b>POOL UTILITY OPERATING FUND</b>		
CASH	\$163,535.02	
ACCRUED INTEREST		\$963.91
ACCOUNTS PAYABLE		24,877.78
APPROPRIATION RESERVES		43,664.24
		\$69,505.93 C
FUND BALANCE		94,029.09
	\$163,535.02	\$163,535.02
<b>POOL UTILITY CAPITAL FUND</b>		
CASH	\$23,381.12	
FIXED CAPITAL	1,095,731.00	
FIXED CAPITAL AUTHORIZED & INCOMPLETE	300,000.00	
BOND ANTICIPATION NOTE		\$268,800.00
CAPITAL IMPROVEMENT FUND		8,338.46
IMPROVEMENT AUTHORIZATIONS - FUNDED		14,806.66
DEFERRED RESERVE FOR AMORTIZATION		31,200.00
RESERVE FOR AMORTIZATION		1,095,531.00
FUND BALANCE		436.00
	\$1,419,112.12	\$1,419,112.12

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







# STATEMENT OF 2013 OPERATION

## POOL UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2013 Pool Utility Budget contained either an item of revenue "Deficit (General Budget)" or an item of appropriation "Surplus (General Budget)"  
Section 2 should be filled out in every case.

**SECTION 1:**

NOT APPLICABLE

Revenue Realized:	XXXXXXXX	
Budget Revenue (Not Including "Deficit (General Budget)")		
Miscellaneous Revenue Not Anticipated		
2012 Appropriation Reserves Canceled*		
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)**		
Balance of "Results of 2012 Operation"		
Remainder = ("Excess in Operations" - Sheet 60)		
Deficit		
Anticipated Revenue - Deficit (General Budget)**		
Balance of "Results of 2013 Operation"		
Remainder = ("Operating Deficit - to Trial Balance" - Sheet 60)		

**SECTION 2:**

The following Item of "2012 Appropriation Reserves Canceled in 2013" Is Due to the Current Fund TO THE EXTENT OF the amount Received and Due from the General budget of 2012 for an Anticipated Deficit in the Pool Utility for 2013:

2012 Appropriation Reserves Canceled in 2013	\$36,845.61	
Less: Anticipated Deficit in 2012 Budget - Amount Received and Due from Current Fund - If none, enter "None"		
* Excess (Revenue Realized)		\$36,845.61

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

## RESULTS OF 2013 OPERATIONS - POOL UTILITY

	Debit	Credit
Excess in Anticipated Revenues	xxxxxxxxxx	\$16,733.90
Accounts Payable Canceled	xxxxxxxxxx	
Miscellaneous Revenue Not Anticipated	xxxxxxxxxx	35,554.10
Unexpended Balances of 2012 Appropriation Reserves *	xxxxxxxxxx	36,845.61
Deficit in Anticipated Revenue		
Refund of Prior Year Revenue		xxxxxxxxxx
Operating Deficit - to Trial Balance	xxxxxxxxxx	
Excess in Operations - to Operating Surplus	\$89,133.61	xxxxxxxxxx
* See restriction in amount on Sheet 59, SECTION 2	\$89,133.61	\$89,133.61

## OPERATING SURPLUS - POOL UTILITY

	Debit	Credit
Balance January 1, 2013	xxxxxxxxxx	\$82,917.48
Excess in Results of 2013 Operations	xxxxxxxxxx	89,133.61
Amount Appropriated in 2013 Budget - Cash		xxxxxxxxxx
Amount Appropriated in 2013 Budget with Prior Written Consent of Director of Local Government Services		xxxxxxxxxx
Anticipated as Current Fund Revenue	\$78,022.00	
Balance December 31, 2013	94,029.09	xxxxxxxxxx
	\$172,051.09	\$172,051.09

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

Cash		\$163,535.02
Investments		
Interfund Accounts Receivable		
Subtotal		\$163,535.02
Deduct Cash Liabilities Marked with "C" on Trial Balance		69,505.93
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		\$94,029.09
Other Assets Pledged to Operating Surplus *		
Deferred Charges #		
Operating Deficit #		
Total Other Assets		
# MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2014 BUDGET.		
* In the case of a "Deficit in Operating Surplus Cash",		\$94,029.09
"Other Assets" would be also pledged to cash liabilities.		

**SCHEDULE OF POOL UTILITY ACCOUNTS RECEIVABLE**

NOT APPLICABLE

Balance January 1, 2013		_____
Increased by:		
Pool Fees Receivable		_____
Decreased by:		
Collections	_____	
Overpayments & Prepaid Applied	_____	
Transfer to Sewer Liens	_____	
Other	_____	
		_____
Balance December 31, 2013		=====

**SCHEDULE OF POOL UTILITY LIENS**

NOT APPLICABLE

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

# DEFERRED CHARGES

- MANDATORY CHARGES ONLY -

## POOL UTILITY FUND

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

NOT APPLICABLE

<u>Caused By</u>	Amount Jan. 1, 2013 per Audit Report	Amount in 2013 Budget	Amount Resulting from 2013	Balance as at Dec. 31, 2013
1. Emergency Authorization -	\$ _____	\$ _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____	\$ _____	\$ _____
5. _____	\$ _____	\$ _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____	\$ _____	\$ _____
8. _____	\$ _____	\$ _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____	\$ _____	\$ _____

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

NOT APPLICABLE

### 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.	_____	_____	\$ _____

NOT APPLICABLE

### JUDGMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED

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

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

**UTILITY ASSESSMENT BONDS**

Not Applicable

	Debt	Credit	2014 Debt Service
Outstanding January 1, 2013	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXX	
Outstanding December 31, 2013		XXXXXXX	
	\$0.00	\$0.00	
2014 Bond Maturities - Assessment Bonds			\$
2014 Interest on Bonds*		\$	

**POOL UTILITY CAPITAL BONDS**

Not Applicable			
Outstanding January 1, 2013	XXXXXXX		
Issued	XXXXXXX		
Paid		XXXXXXX	
Outstanding, December 31, 2013		XXXXXXXXXX	
	\$0.00	\$0.00	
2014 Bond Maturities - Capital Bonds			\$
2014 Interest on Bonds*		\$	

**INTEREST ON BONDS - POOL UTILITY BUDGET**

Not Applicable

2014 Interest on Bonds (*Items)	\$	
Less: Interest Accrued to 12/31/13 (Trial Balance)	\$	
Subtotal	\$	0.00
Add: Interest to be Accrued as of 12/31/14	\$	
Required Appropriation 2014	\$	0.00

**LIST OF BONDS ISSUED DURING 2013**

Not Applicable

Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate

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

**UTILITY ASSESSMENT LOANS**

NOT APPLICABLE

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

NOT APPLICABLE

**POOL UTILITY CAPITAL LOANS**

Outstanding January 1, 2013	XXXXXXX		
Issued	XXXXXXX		
Paid		XXXXXXX	
Outstanding, December 31, 2013		XXXXXXXXXX	
2014 Loan Maturities - Capital Loans			\$
2014 Interest on Loans*		\$	

NOT APPLICABLE

**INTEREST ON LOANS - POOL UTILITY BUDGET**

2014 Interest on Loans (*Items)	\$	
Less: Interest Accrued to 12/31/13 (Trial Balance)	\$	
Subtotal	\$	
Add: Interest to be Accrued as of 12/31/14	\$	
Required Appropriation 2014		\$

NOT APPLICABLE

**LIST OF LOANS ISSUED DURING 2013**

Purpose	2014 Maturity	Amount Issued	Date of Issue	Interest Rate

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

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue *	Amount of Note Outstanding Dec. 31, 2013	Date of Maturity	Rate of Interest	2014 Budget Requirement		Interest Computed to (Interest Date)
						For Principal	For Interest **	
1. Improvement #08-8	\$300,000.00	5/30/08	\$268,800.00	2/28/14	1.00%	\$10,344.83	\$2,113.07	
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
<b>Total</b>	\$300,000.00		\$268,800.00			\$10,344.83	\$2,113.07	

Sheet 64

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

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

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

All notes with an original date of issue of 2011 or prior require one legal payable installment to be budgeted if it is contemplated that such notes will be renewed in 2014 or written intent of permanent financing submitted.

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

INTEREST ON NOTES - POOL UTILITY BUDGET	
2014 Interest on Notes	\$ 4,300.80
Less: Interest Accrued to 12/31/13 (Trial Balance)	\$ 963.91
Subtotal	\$ 3,336.89
Add: Interest to be Accrued as of 12/31/14	\$
Required Appropriation - 2014	\$ 3,336.89

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

## DEBT SERVICE SCHEDULE FOR UTILITY ASSESSMENT NOTES

**NOT APPLICABLE**

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue *	Amount of Note Outstanding Dec. 31, 2013	Date of Maturity	Rate of Interest	2014 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								
<b>Total</b>								

Sheet 65

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

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

Utility Assessment Notes with an original date of issue of December 31, 2011 or prior must be appropriated in full in the 2014 Dedicated Utility Assessment Budget or written intent of permanent financing submitted.

\*\*Interest on Utility Assessment Notes must be Included in the Utility Budget appropriation "Interest on Notes".

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

## SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

NOT APPLICABLE

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

**SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (UTILITY CAPITAL FUND)**

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2013		2013 Authorizations	Expended	Payables Canceled	Authorizations Canceled	Balance - December 31, 2013	
	Funded	Unfunded					Funded	Unfunded
#08-8 - Improvements to Community Pool		\$39,559.61		\$24,752.95				\$14,806.66
Total	70000-	\$39,559.61		\$24,752.95				\$14,806.66

Sheet 66

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

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

	Debit	Credit
Balance January 1, 2013	xxxxxxxx	\$8,338.46
Received from 2013 Budget Appropriation *	xxxxxxxx	
Improvement Authorizations Canceled	xxxxxxxx	
	xxxxxxxx	
	xxxxxxxx	xxxxxxxx
		xxxxxxxx
Appropriated to Finance Improvement Authorizations		xxxxxxxx
		xxxxxxxx
Balance December 31, 2013	\$8,338.46	xxxxxxxx
	\$8,338.46	\$8,338.46

**POOL UTILITY CAPITAL FUND**

**SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS**

NOT APPLICABLE

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

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



## INSTRUCTIONS IN PREPARATION OF ANNUAL FINANCIAL STATEMENT OF 2013

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

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

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

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1c.	Municipal Budget Local Examination Certification
1d.	Report of Federal and State Financial Assistance Expenditures of Awards
2.	Instructions and Certification
3. & 3a.	Trial Balance - Current Fund
4.	Trial Balance - Public Assistance Fund
5.	Trial Balance - Federal and State Funds
6, 6a & 6c.	Trial Balance - Trust Funds / Schedule of Trust Fund Deposits & Reserves
6b.	Municipal Public Defender Certification
7.	Analysis of Trust Assessment Cash and Investments Pledged to Liabilities and Surplus
8.	Trial Balance - Capital Fund
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17.	Allocation of Current Tax Collections
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18.	Emergency Appropriations for Local District School Purposes
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22a.	Accelerated Tax Sale/Tax Levy Sale Chapter 99 to Calculate Underlying Tax collection Rate for 2013
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25.	Municipal Budget - Computation of "Reserve for Uncollected Taxes" and "Amount to be Raised by Taxation"
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26.	Delinquent Taxes and Tax Title Liens
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35. & 35a.	Improvement Authorizations
36.	Capital Improvement Fund
37.	Down Payment
37.	Capital Improvements Authorized in 2013
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39.	Required Information (N.J.S.A. 52:27BB-55 as amended by Chap. 211, P.L. 1981)

### UTILITIES ONLY

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