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

POPULATION LAST CENSUS 4,571
NET VALUATION TAXABLE 2012 237,253,558
MUNICODE 0607

FIVE DOLLARS PER DAY PENALTY IF NOT FILED BY: COUNTIES - JANUARY 26, 2013 MUNICIPALITIES - FEBRUARY 10, 2013

ANNUAL FINANCIAL STATEMENT REQUIRED TO BE FILED UNDER NEW JERSEY STATUTES ANNOTATED 40A:5-12, AS AMENDED, COMBINED WITH INFORMATION REQUIRED PRIOR TO CERTIFICATION OF BUDGETS BY THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES.								
TOW	NSHIP		of	HOPEWELI	,	County of _	CUM	IBERLAND
		SEE		ER FOR INDEX		UCTIONS.		
		Date		Exa	mined By:			
	1				Prel	iminary Che	ck	
	2					Examined		
				1 to 34, 49 to 51 a other detailed ar		are complete	, were com	iputed by me and
					Signature_	Mich	ael S. Gar	cia
					Title_	R	MA #472	
REQUIRED (	CERTIF	FICATION	BY THE	CHIEF FINAN	CIAL OFF	ICER:		
(which I have not exact copy of the are correct, that i	t prepare original no transfe ther certif	d) [ <del>eliminate</del> on file with t ers have bee fy that this s	ene] and info he clerk of the en made to or tatement is co	erified Annual Fina ormation required a governing body, from emergency a rrect insofar as I c	also included l that all calcula appropriations	nerein and tha ations, extensi and all stater	at this State ons and ad nents conta	ment is an ditions iined herein
Further, I do he	-			Lois Butt			am the Chi	ef Financial
Officer, License #	# <u>NU1</u> EWELL	<b>38-1291</b> ,	of the County of		TOWNSHIP CUMBERL			of and that the
statements anne December 31, 20 to the veracity of	xed here 112, com required	pletely in col information	a part hereof mpliance with included here	are true statemer N.J.S. 40A:5-12, a in, needed prior to as of December 3	nts of the finar as amended. I certification b	ncial condition also give con	nplete assu	al Unit as at rance as
Sig	nature							
Title	Э.		Ch	ief Financial Offi	cer			
Add	dress		590 Shiloh	Pike, Bridgeton	, NJ 08302			
Pho	ne Num	nber _	85	6-455-1230				
Fax	Numbe	er _	85	56-455-3080				
	0EE		DENT HES			EELOED 14"	IENI NICE	

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.

Sheet 1

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

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

I have prepared the post-closing trial balances, reaccompanying Annual Financial Statement from to available to me by the as of December 31, 2012 and have applied promulgated by the Division of Local Government Officer in connection with the filing of the Annual Lended as required by N.J.S. 40A:5-12, as amended.	he books of account and records made  HOPEWELL  certain agreed-upon procedures thereon as t Services, solely to assist the Chief Financial Financial Statement for the year then
Because the agreed-upon procedures do not conaccordance with generally accepted auditing stand the post-closing trial balances, related statements agreed-upon procedures, (except for circumstand matters) [eliminate one] came to my attention that Financial Statement for the year ended 12/3 requirements of the State of New Jersey, Departing Government Services. Had I performed additionate of the financial statements in accordance with germatters might have come to my attention that would body and Division. This Annual Financial Statements in the prescribed by the Division and does not extimunicipality/county taken as a whole.	dards, I do not express an opinion on any of and analyses. In connection with the ses as set forth below, no matters) or (no t caused me to believe that the Annual 1/2012 is not in substantial compliance with the nent of Community Affairs, Division of Local al procedures or had I made an examination nerally accepted auditing standards, other all have been reported to the governing ent relates only to the accounts and
Listing of agreed-upon procedures not performed which the Director should be informed:	and/or matters coming to my attention of
	Michael S. Garcia
	(Registered Municipal Accountant)
-	FORD, SCOTT & ASSOCIATES, L.L.C. (Firm Name)
	1535 HAVEN AVENUE
	(Address)
Certified by me	OCEAN CITY, NJ 08226
this 31st day of January ,2013.	(Address)
	609-399-6333 (Phone Number)
	·
	609-399-3710 (Fax Number)
Sheet 1	а

### UNIFORM CONSTRUCTION CODE CERTIFICATION BY CONSTRUCTION CODE OFFICIAL

The undersigned <i>certifies</i> that the municipality has complied with the regulations
governing revenues generated by uniform construction code fees and expenditures
for construction code operations for fiscal year 2012 as required under N.J.A.C.
5:23-4.17.

Printed name:	
Signature:	
Certificate #:	
Date:	

# MUNICIPAL BUDGET LOCAL EXAMINATION QUALIFICATION CERTIFICATION BY CHIEF FINANCIAL OFFICER

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

	CERTIFICATIO	N OF QUALIFYING MUNICIPALITY				
1.	The outstanding indeb	otedness of the previous fiscal year is not in excess of 3.5%;				
2.	All emergencies approappropriations;	All emergencies approved for the previous fiscal year <b>did not exceed 3%</b> of total appropriations;				
3.	The tax collection rate	The tax collection rate exceeded 90%;				
4.	Total deferred charges	s did not equal or exceed 4% of the total tax levy;				
5.	There were <b>no "procedural deficiencies" noted</b> by the registered municipal accountant on Sheet 1a of the Annual Financial Statement; and					
6.	There was <b>no operati</b>	ing deficit for the previous fiscal year.				
7.	The municipality did <b>n</b> years.	not conduct an accelerated tax sale for less than 3 consecutive				
8.	The municipality did <b>n</b> not plan to conduct on	not conduct a tax levy sale the previous fiscal year and does ne in the current year.				
9.	The current year budg	get does not contain a Levy or Appropriation "CAP" waiver.				
10.	The municipality has r	not applied for Transitional Aid for 2013.				
	J.A. C. 5:30-7.5.	qualification for local examination of its Budget in accordance  TOWNSHIP OF HOPEWELL				
Chief F	inancial Officer:	Lois Buttner				
Signatu	ire:					
Certific	ate #:	N0138-1291				
Date:						
	CERTIFICATION (	OF NON-QUALIFYING MUNICIPALITY				
The und		s municipality does not meet item(s) # a above and therefore does not qualify for local				
examina		rdance with N.J.A.C. 5:30-7.5.				
Municip	pality:					
Chief F	inancial Officer:					
Signatu	ire:					
Certific	ate #:					

	22-1861935 Fed I.D. #		
Т	OWNSHIP OF HOPEWELL		
	Municipality		
	CUMBERLAND		
	County		
	•	leral and State Fina Expenditures of Awa	
		Fiscal Year Ending:	December 31, 2012
	(1) Federal programs	(2)	(3)
	Expended (administered by the state)	State Programs Expended	Other Federal Programs Expended
TOTAL	\$\$,	517,357.44	\$
		Single Audit Program Specific X Financial Stateme	Audit ent Audit Performed in Accordance Auditing Standards (Yellow Book)
Note:	All local governments, who are recip must report the total amount of feder type of audit required to comply with single audit threshold has been incre 12/31/03. Expenditures are defined in	ral and state funds expen OMB A-133 (Revised 6/2 eased to \$500,000 beginr	ded during its fiscal year and the 27/03) and OMB 04-04. The ning with Fiscal Years ending after
(1)	Report expenditures from federal para Federal pass-through funds can be i (CFDA) number reported in the State	dentified by the Catalog	
(2)			om state government or indirectly from ergy Receipts tax, etc.) since there
(3)	Report expenditures from federal professor entities other than state govern	-	from the federal government or indirectly
	Signature of Chief Financial Officer	_	 Date

#### **IMPORTANT!**

#### **READ INSTRUCTIONS**

#### **INSTRUCTIONS**

The following certification is to be used ONLY in the event there is NO municipality operated utility.

If there is a utility operated by the municipality of 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**

(This must be signed by the Chief Financial Office, Comptroller, Audit Municipal Account.)  NOTE:  When removing the utility sheets, please be sure to refasten the "inde in the statement) in order to provide a protective cover sheet to the back of   MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY  Certification is hereby made that the Net Valuation Taxable of provide	HOPEWELL
Name	ets 40 to 68 are unnecessary.
(This must be signed by the Chief Financial Office, Comptroller, Audit Municipal Account.)  NOTE:  When removing the utility sheets, please be sure to refasten the "indent the statement) in order to provide a protective cover sheet to the back of MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY  Certification is hereby made that the Net Valuation Taxable of puthe tax year 2013 and filed with the County Board of Taxation on January with the requirement of N.J.S.A. 54:4-35, was in the amount of \$	nly to utilities.
(This must be signed by the Chief Financial Office, Comptroller, Audit Municipal Account.)  NOTE:  When removing the utility sheets, please be sure to refasten the "indent the statement) in order to provide a protective cover sheet to the back of MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY  Certification is hereby made that the Net Valuation Taxable of puthe tax year 2013 and filed with the County Board of Taxation on January with the requirement of N.J.S.A. 54:4-35, was in the amount of \$	
Municipal Account.)  NOTE:  When removing the utility sheets, please be sure to refasten the "indent the statement) in order to provide a protective cover sheet to the back of   MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY  Certification is hereby made that the Net Valuation Taxable of put the tax year 2013 and filed with the County Board of Taxation on January with the requirement of N.J.S.A. 54:4-35, was in the amount of \$	
When removing the utility sheets, please be sure to refasten the "indent the statement) in order to provide a protective cover sheet to the back of  MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY  Certification is hereby made that the Net Valuation Taxable of put the tax year 2013 and filed with the County Board of Taxation on January with the requirement of N.J.S.A. 54:4-35, was in the amount of \$	or or Registered
MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY  Certification is hereby made that the Net Valuation Taxable of p the tax year 2013 and filed with the County Board of Taxation on January with the requirement of N.J.S.A. 54:4-35, was in the amount of \$	
MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY  Certification is hereby made that the Net Valuation Taxable of p the tax year 2013 and filed with the County Board of Taxation on January with the requirement of N.J.S.A. 54:4-35, was in the amount of \$	ex" sheet (the last sheet
MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY  Certification is hereby made that the Net Valuation Taxable of p the tax year 2013 and filed with the County Board of Taxation on Janu with the requirement of N.J.S.A. 54:4-35, was in the amount of \$  SIG	·
Certification is hereby made that the Net Valuation Taxable of postule that year 2013 and filed with the County Board of Taxation on January with the requirement of N.J.S.A. 54:4-35, was in the amount of \$	
Certification is hereby made that the Net Valuation Taxable of postule that year 2013 and filed with the County Board of Taxation on January with the requirement of N.J.S.A. 54:4-35, was in the amount of \$	
Certification is hereby made that the Net Valuation Taxable of posterior the tax year 2013 and filed with the County Board of Taxation on January with the requirement of N.J.S.A. 54:4-35, was in the amount of \$	AS OF OCTOBER 1, 2012
the tax year 2013 and filed with the County Board of Taxation on January with the requirement of N.J.S.A. 54:4-35, was in the amount of \$	·
with the requirement of N.J.S.A. 54:4-35, was in the amount of \$	
SIG	•
<del></del>	NATURE OF TAX ASSESSOR
	TOWNSHIP OF HOPEWELL

Sheet 2

## POST CLOSING TRIAL BALANCE - CURRENT FUND

AS AT DECEMBER 31, 2012

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

Title of Account	Debit	Credit
CASH	3,104,622.51	
DUE FROM STATE - VETERANS AND SENIOR CITIZENS	-	878.0
TAXES RECEIVABLE:		
PRIOR -		
CURRENT 436,824.00		
SUBTOTAL	436,824.00	
TAX TITLE LIENS RECEIVABLE	43,569.42	
PROPERTY ACQUIRED FOR TAXES	134,700.00	
INTERFUNDS:		
DUE FROM GENERAL CAPITAL FUND	-	
DUE FROM TRUST OTHER	190.59	
DEFERRED CHARGES:		
SPECIAL EMERGENCY (40A:4-53)	-	
EMERGENCY	-	
OVER EXPENDITURE OF APPROPRIATION RESERVES	-	
DEFERRED SCHOOL TAXES	1,075,000.00	

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

AS AT DECEMBER 31, 2012

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

Title of Account	Debit	Credit
APPROPRIATION RESERVES		83,101.69
ENCUMBRANCES PAYABLE		92,855.08
TAX OVERPAYMENTS		10,617.05
PREPAID TAXES		79,800.08
PAYROLL TAXES PAYABLE		
RESERVE FOR GARDEN STATE TRUST FUND		5,170.00
ACCOUNTS PAYABLE		828.30
INTERFUNDS:		
DUE TO SEWER UTILITY FUND	36,570.62	
DUE TO GENERAL CAPITAL FUND		364,334.92
DUE TO GRANT FUND		88,182.08
DUE TO TRUST FUND OTHER		
REGIONAL HIGH SCHOOL TAXES PAYABLE		765,014.22
LOCAL SCHOOL TAX PAYABLE		529,788.23
DUE TO COUNTY - ADDED & OMITTED TAXES		91,160.92
PERFORMANCE BOND		100,000.00
SUBTOTAL		2,211,730.65
DEFERRED SCHOOL TAXES PAYABLE		1,075,000.00
RESERVE FOR RECEIVABLES		651,854.63
FUND BALANCE		892,891.86
TOTALS	4,831,477.14	4,831,477.14

# POST CLOSING TRIAL BALANCE - SUMMARY CURRENT FUND AND STATE AND FEDERAL GRANTS

AS AT DECEMBER 31, 2012

Title of Account		Debit	Credit
Cash	85001	3,141,368.92	
Taxes Receivable	85002	436,824.00	
Tax Title Liens	85003	43,569.42	
Foreclosed Property	85004	134,700.00	
Other Receivables	85007	368,417.93	
State and Federal Grants Receivable	85006	157,297.09	
Emergencies and Deferred Charges	85005	-	
Deferred School Taxes		-	
Total Assets	85008	4,282,177.36	-
Cash Liabilities	85009		2,737,430.87
Reserve for Receivables	85010		651,854.63
Fund Balance	85011		892,891.86
Deferred School Taxes Payable			-
Total Liabilities, Reserve and Fund Balance	85012	-	4,282,177.36
		<u> </u>	
		<del></del>	

## POST CLOSING TRIAL BALANCE - PUBLIC ASSISTANCE FUND

ACCOUNTS #1 AND #2 \* AS AT DECEMBER 31, 2012

Title of Account	Debit	Credit
	-	-

<sup>\*</sup>To be prepared in compliance with Department of Human Services Municipal Audit Guide, Public Welfare, General Assistance Program.

# POST CLOSING TRIAL BALANCE FEDERAL AND STATE GRANTS

#### AS AT DECEMBER 31, 2012

Title of Account	Debit	Credit
CASH	36,746.41	_
GRANTS RECEIVABLE	157,297.09	
DUE FROM GENERAL CAPITAL FUND	240,000.00	
DUE FROM CURRENT FUND	88,182.08	
DUE FROM SEWER OPERATING	3,474.64	
ENCUMBRANCES PAYABLE		-
GRANT APPROPRIATED RESERVES		523,585.44
GRANT UNAPPROPRIATED RESERVES		2,114.78
Totals	525,700.22	525,700.22
		_
		_

# POST CLOSING TRIAL BALANCE -- TRUST FUNDS

(Assessment Section Must Be Separately Stated) AS AT DECEMBER 31, 2012

Title of Account	Debit	Credit
DOG TRUST FUND:		
CASH	751.34	
DUE FROM CURRENT FUND		
ACCOUNTS PAYABLE		
RESERVE FOR DOG FUND		751.34
FUND TOTALS	751.34	751.34
OTHER TRUST FUNDS:		
CASH	155,359.36	
DUE FROM / TO CURRENT FUND:		190.59
TRUST FUND DEPOSITS AND RESERVES		155,168.77
		_
FUND TOTAL O	455 250 20	455.050.00
FUND TOTALS	155,359.36	155,359.36

# POST CLOSING TRIAL BALANCE -- TRUST FUNDS (CONT'D)

(Assessment Section Must Be Separately Stated)
AS AT DECEMBER 31, 2012

Title of Account	Debit	Credit
	U	U

# MUNICIPAL PUBLIC DEFENDER CERTIFICATION

Public Law 1999, C. 256

Municipal Public Defender Expended Prior Y	/ear 2011;	(1) (2)	\$ x *	- - -	25%
Municipal Public Defender Trust Cash Balan	nce December 31, 2012;	(3)	\$	-	
Note: If the amount of money in a dedicate the amount which the municipality expended defender, the amount in excess of the amou Review Collection Fund administered by the Trenton, NJ 08625)	d during the prior year providing the int expended shall be forwarded to	servi the C	ces of a municip riminal Dispositi	oal pub	lic
Amount in excess of the amount expended:	3 - (1 + 2) =		\$		
with the regulations governing Municipal Pul	The undersigned certifies that the blic Defender as required under Pu				
	Chief Financial Officer:				
	Signature:				
	Certificate #:				
	Date:				

#### **Schedule of Trust Fund Deposits and Reserves**

Amount Dec. 31, 2011 Balance per Audit as at Receipts Disbursements **Purpose** Report Dec. 31, 2012 1. UNEMPLOYMENT \_\_\_\_\$\_\_\_ 20,956.64 \$ 1,221.24 \$ - \$ 22,177.88 416.23 41,360.49\_ LANDFILL ESCROW 41,776.72 DEVELOPERS ESCROW 20,160.85 26,339.45 20,331.58 26,168.72 16,138.45 140,508.67 155,668.40 DEPOSITS FOR TAX SALE CERT 978.72 30,600.00 11,500.00 TAX PREMIUMS 7,900.00 27,000.00 6. COAH 29,689.71 7,377.02 37,066.73 7. **Totals** 

## Sheet 7

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

	Audit			BUILT LUB				
Title of Liability to which Cash	Balance		RECI	EIPTS				Balance
and Investments are Pledged	Dec. 31, 2011	Assessments and Liens	Current Budget				Disbursements	Dec. 31, 2012
Assessment Serial Bond Issues:	xxxxxxxx	xxxxxxxx	xxxxxxxx	xxxxxxxx	xxxxxxxx	xxxxxxxx	xxxxxxxx	xxxxxxxx
-								
Assessment Bond Anticipation Note Issues:	XXXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXXX	XXXXXXXXX	XXXXXXXXX	XXXXXXXXX
Other Liabilities								
Trust Surplus								
*Less Assets "Unfinanced"	xxxxxxxx	xxxxxxxx	xxxxxxxx	xxxxxxxx	xxxxxxxx	xxxxxxxx	xxxxxxxx	xxxxxxxx
	-	-	-	-	-	-	-	-

<sup>\*</sup>Show as red figure

# POST CLOSING TRIAL BALANCE -- GENERAL CAPITAL FUND

#### AS AT DECEMBER 31, 2012

Title of Account	Debit	Credit
Est. Proceeds Bonds and Notes Authorized	464,625.00	xxxxxxxx
Bonds and Notes Authorized but Not Issued	xxxxxxxxx	464,625.00
CASH	21,740.86	
DEFERRED CHARGES TO FUTURE TAXATION:		
FUNDED	-	
UNFUNDED	464,625.00	
		_
DUE FROM / TO GRANT FUND		240,000.00
DUE FROM / TO CURRENT FUND	364,334.92	
IMPROVEMENT AUTHORIZATIONS:		
FUNDED		122,234.20
UNFUNDED		113,610.69
ENCUMBRANCES PAYABLE		<u>-</u>
CAPITAL IMPROVEMENT FUND		374,855.89
		_
CAPITAL FUND BALANCE		-
(Do not crowd - add addition	1,315,325.78	1,315,325.78

### CASH RECONCILIATION DECEMBER 31, 2012

	Cas	sh	Less Checks	Cash Book	
	*On Hand	On Deposit	Outstanding	Balance	
Current	284,390.16	3,067,619.98	247,387.63	3,104,622.51	
Trust - Assessment					
Trust - Dog License		768.14	16.80	751.34	
Trust - Other		155,359.36	-	155,359.36	
Capital - General		25,417.16	3,676.30	21,740.86	
Water - Operating					
Water - Capital  Utility -  Assessment Trust					
Public Assistance **					
Garbage District					
Sewer - Operating	2,420.48	67,952.19	254.06	70,118.61	
Sewer - Capital		35,958.46	-	35,958.46	
Grant Fund		36,746.41	-	36,746.41	
Total  * Include Deposits In Transit	286,810.64	3,389,821.70	251,334.79	3,425,297.55	

<sup>\*</sup> Include Deposits In Transit

#### **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, 2012.

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 passbook at December 31, 2012.

All <u>"Certificates of Deposits"</u>, <u>Repurchase Agreements" and other investments must be</u> reported as cash and included in this certification.

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

Signature:	Title:	RMA # 472	
	-		

<sup>\*\*</sup> Be sure to include a Public Assistance Account reconciliation and trial balance if the municipality maintains such a bank account.

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

LIST BANKS AND AMOUNTS SUPPORTING "CASH ON DEPOSIT"

LIST BANKS AND AMOUNTS SUPPORTING	CASH ON DEFOSIT
COLONIAL BANK:	
GENERAL CAPITAL 01-06000960	25,417.16
UNEMPLOYMENT 01-06000978	22,177.88
SEWER UTILITY 01-06000986	67,952.19
TREASURER 01-06001000	2,873,040.84
TAX COLLECTOR 01-06001018	186,794.85
TTL 01-06001042	1,046.24
SMALL CITIES 01-06001059	36,746.41
DEVELOPERS FEES 800026512	37,066.73
SEWER CAPITAL 01-06000994	35,958.46
PAYROLL 8000223498	7,784.29
GENERAL ESCROW 8000436249	-
NEWFIELD NATIONAL BANK:	
PROFESSIONAL FEES 242-770-6	26,168.72
PAYROLL 242-786-2	-
DOG 242-788-8	768.14
CD 0000041738	41,776.72
TAX PREMIUM ACCOUNT 250-406-6	27,123.07
	, : :
TOTALS	3,389,821.70

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.

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

LIST BANKS AND AMOUNTS SUPPORTING "CASH ON DEPO	OSIT"
	-

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

	ERAL AND STA					
Grant	Balance Jan. 1, 2012	2012 Budget Revenue Realized	Received			Balance Dec. 31, 2012
SMALL CITIES GRANT	62,871.00					62,871.00
DIVISION OF FIRE SAFETY	2,956.15					2,956.15
DOT - Peachtree Lane	50,212.53		-			50,212.53
DOT - CREST & APPLE TREE	21,257.41		-			21,257.41
CLEAN COMMUNITIES	-	9,087.69	9,087.69			-
DCA SMART FUTURE - TDR	20,000.00					20,000.00
RECYCLING TONNAGE GRANT	-	2,981.83	2,981.83			-
Totals	157,297.09	12,069.52	12,069.52	-	-	157,297.09

# SCHEDULE OF APPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Grant	Balance	Transferred from 2012 Budget Appropriations		Expended	Cancelled	Balance
	Jan. 1, 2012	Budget	Appropriation By 40A:4-87	·	Encumbrances	Dec. 31, 2012
LOCAL ALL HAZARDS EMERG. OPER.	2,405.72					2,405.72
CLEAN COMMUNITIES	2,441.00		9,087.69	8,524.20		3,004.49
DOT - CREST & APPLE TREE	39,284.78					39,284.78
RECYCLING TONNAGE GRANT	-	-	2,981.83	2,981.83		-
SMALL CITIES	20,572.78					20,572.78
ALCOHOL REHAB.	46.41					46.41
DCA TDR Match	215,284.95	10,000.00		1,356.92		223,928.03
SMALL CITIES - 2009	51,486.41			1,800.00		49,686.41
SMALL CITIES	89.24					89.24
DOT - PEACHTREE LANE	34,936.02					34,936.02
LIVABLE COMMUNITIES / FIREHOUSE	12,447.50			2,762.08		9,685.42
FIREFIGHTERS	54.65					54.65
PLANNING INCENTIVE GRANT	139,482.38	-		1,609.91		137,872.47
STORMWATER MANAGEMENT	236.33			122.50		113.83
DIVISION OF FIRE SAFETY	1,905.19					1,905.19
Totals	520,673.36	10,000.00	12,069.52	 19,157.44	-	- 523,585.44

Sheet 1

## SCHEDULE OF UNAPPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Grant	Balance	Transferre Budget Ap	ed to 2012 propriations		Received	Received Cancelled		Balance	
	Jan. 1, 2012	Budget	Appropriation By 40A:4-87	Nossived		03.100.100		Dec. 31, 2012	
Clean Communities	2,006.85							2,006.85	
Alcohol Education & Rehabilitation Fund					107.93			107.93	
Totals	2,006.85	-	-	-	107.93	-	-	2,114.78	

### \*LOCAL DISTRICT SCHOOL TAX

		Debit	Credit
Balance January 1, 2012		xxxxxxxxxx	xxxxxxxxx
School Tax Payable #	85001-00	xxxxxxxxxx	523,181.10
School Tax Deferred (Not in excess of 50% of Levy - 2011-2012)	85002-00	xxxxxxxxxx	1,075,000.00
Levy School Year July 1, 2012 - June 30, 2013		xxxxxxxxxx	3,209,576.37
Levy Calendar Year 2012		xxxxxxxxxx	
Paid		3,202,969.24	xxxxxxxxx
Balance December 31, 2012		xxxxxxxxxx	xxxxxxxxx
School Tax Payable #	85003-00	529,788.23	xxxxxxxxx
School Tax Deferred (Not in excess of 50% of Levy - 2012-2013)	85004-00	1,075,000.00	xxxxxxxxx
* Not including Type 1 school debt service, emergency authorizations-school	ols, transfer to	4,807,757.47	4,807,757.47

Board of Education for use of local schools.

### MUNICIPAL OPEN SPACE TAX

		Debit	Credit
Balance January 1, 2012	85045-00	xxxxxxxxx	
2012 Levy	81105-00	xxxxxxxxxx	
2012 Levy	81103-00	********	
Interest Earned		xxxxxxxxxx	
Expenditures			xxxxxxxxx
# Must include unpaid requisitions.		-	**************************************

<sup>#</sup> Must include unpaid requisitions.

### **REGIONAL SCHOOL TAX**

(Provide a separate statement for each Regional District involved)

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

### **REGIONAL HIGH SCHOOL TAX**

		Debit	Credit
Balance January 1, 2012		xxxxxxxxxx	xxxxxxxxx
School Tax Payable #	85041-00	xxxxxxxxxx	897,901.10
School Tax Deferred (Not in excess of 50% of Levy - 2010 - 2011)	85042-00	xxxxxxxxxx	
Levy School Year July 1, 2012 - June 30, 2013		xxxxxxxxxx	1,530,028.44
Levy Calendar Year 2012		xxxxxxxxxx	
Paid		1,662,915.32	xxxxxxxxx
Balance December 31, 2012		xxxxxxxxxx	xxxxxxxxx
School Tax Payable #	85043-00	765,014.22	xxxxxxxxx
School Tax Deferred (Not in excess of 50% of Levy - 2012-2013)	85044-00	-	xxxxxxxxx
# Must include unpaid requisitions.		2,427,929.54	2,427,929.54

### **COUNTY TAXES PAYABLE**

		Debit	Credit
Balance January 1, 2012		xxxxxxxxxx	xxxxxxxxx
County Taxes	80003-01	xxxxxxxxxx	-
Due County for Added and Omitted Taxes	80003-02	xxxxxxxxxx	6,879.63
2012 Levy:		xxxxxxxxxx	xxxxxxxxx
General County	80003-03	xxxxxxxxxx	3,256,608.12
County Library	80003-04	xxxxxxxxxx	
County Health		xxxxxxxxxx	
County Open Space Preservation		xxxxxxxxxx	
Due County for Added and Omitted Taxes	80003-05	xxxxxxxxxx	91,160.92
Paid		3,263,487.75	xxxxxxxxx
Balance December 31, 2012		xxxxxxxxxx	xxxxxxxxx
County Taxes			xxxxxxxxx
Due County for Added and Omitted Taxes		91,160.92	xxxxxxxxx
		3,354,648.67	3,354,648.67

### SPECIAL DISTRICT TAXES

			Debit	Credit
Balance January 1, 2012		80003-06	xxxxxxxxxx	
2012 Levy: (List Each Type of Dis	strict Tax Separately - see Fo	otnote)	xxxxxxxxxx	xxxxxxxxx
Fire -	81108-00		xxxxxxxxxx	xxxxxxxxx
Sewer -	81111-00		xxxxxxxxxx	xxxxxxxxx
Water -	81112-00		xxxxxxxxxx	xxxxxxxxx
Garbage -	81109-00		xxxxxxxxxx	xxxxxxxxx
			xxxxxxxxxx	xxxxxxxxx
			xxxxxxxxxx	xxxxxxxxx
			xxxxxxxxxx	xxxxxxxxx
Total 2012 Levy		80003-07	xxxxxxxxxx	•
Paid		80003-08		xxxxxxxxx
Balance December 31, 2012		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

		Debit	Credit
Balance January 1, 2012	80004-01	xxxxxxxxxx	
State Library Aid Received in 2012	80004-02	xxxxxxxxxx	
Expended	80004-09		xxxxxxxxx
Balance December 31, 2012	80004-10		

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

Balance January 1, 2012	80004-03	xxxxxxxxx	
State Library Aid Received in 2012	80004-04	xxxxxxxxxx	
Expended	80004-11		xxxxxxxxx
Balance December 31, 2012	80004-12		

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

Balance January 1, 2012	80004-05	xxxxxxxxxx	
State Library Aid Received in 2012	80004-06	xxxxxxxxxx	
Expended	80004-13		xxxxxxxxx
Balance December 31, 2012	80004-14		

#### RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

Balance January 1, 2012	80004-07	xxxxxxxxxx	
State Library Aid Received in 2012	80004-08	xxxxxxxxxx	
Expended	80004-15		xxxxxxxxx
Balance December 31, 2012	80004-16		

#### STATEMENT OF GENERAL BUDGET REVENUES 2012

Source		Budget -01	Realized -02	Excess or Deficit* -03
Surplus Anticipated	80101-	677,000.00	677,000.00	-
Surplus Anticipated with Prior Written Consent of Director of Local Government	80102-			<u>-</u>
Miscellaneous Revenue Anticipated:		xxxxxxxx	xxxxxxxx	xxxxxxxx
Adopted Budget		562,174.00	599,454.48	37,280.48
Added by N.J.S. 40A:4-87 (List on 17	<b>7</b> a)	12,069.52	12,069.52	
Total Miscellaneous Revenue Anticipated	80103-	574,243.52	611,524.00	37,280.48
Receipts from Delinquent Taxes	80104-	400,000.00	398,176.76	(1,823.24)
Amount to be Raised by Taxation:		xxxxxxxx	xxxxxxxx	xxxxxxxx
(a) Local Tax for Municipal Purposes	80105-	567,253.37	xxxxxxxx	xxxxxxxx
(b) Addition to Local District School Tax	80106-		xxxxxxxx	xxxxxxxx
Total Amount to be Raised by Taxation	80107-	567,253.37	828,352.96	261,099.59
		2,218,496.89	2,515,053.72	296,556.83

### ALLOCATION OF CURRENT TAX COLLECTIONS

		Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22)	80108-00	xxxxxxxx	8,362,371.44
Amount to be Raised by Taxation		xxxxxxxx	xxxxxxxx
Local District School Tax	80109-00	3,209,576.37	xxxxxxxx
Regional School Tax	80119-00	-	xxxxxxxx
Regional High School Tax	80110-00	1,530,028.44	xxxxxxxx
County Taxes	80111-00	3,256,608.12	xxxxxxxx
Due County for Added and Omitted Taxes	80112-00	91,160.92	xxxxxxxx
Special District Taxes	80113-00	-	xxxxxxxx
Municipal Open Space Tax	80120-00	-	xxxxxxxx
Reserve for Uncollected Taxes	80114-00	xxxxxxxx	553,355.37
Deficit in Required Collection of Current Taxes (or)	80115-00	xxxxxxxx	
Balance for Support of Municipal Budget (or)	80116-00	828,352.96	xxxxxxxx
*Excess Non-Budget Revenue (see footnote)	80117-00		xxxxxxxx
*Deficit Non-Budget Revenue (see footnote)	80118-00	xxxxxxxx	
*These items are applicable only when there is no "Amount to be Raised by "Budget" column of the statement at the top of this sheet. In such instances,		8,915,726.81	8,915,726.81

deficit in the above allocation would apply to "Non-Budget Revenue" only.

### STATEMENT OF GENERAL BUDGET REVENUES 2012

(Continued)

#### Miscellaneous Revenues Anticipated: Added By N.J.S. 40A:4-87

Source	Budget	Realized	Excess or Deficit
Clean Communities	9,087.69	9,087.69	-
Recycling Tonnage	2,981.83	2,981.83	-
Total (Sheet 17) I hereby certify that the above list of Chapter 159 insertion	12,069.52	12,069.52	

written notification of the award of public or private revenue. These insertions meet the statutory requirements of N.J.S.A. 40A:4-87 and matching funds have been provided if applicable.

CFO Signature:	

#### STATEMENT OF GENERAL BUDGET APPROPRIATIONS 2012

2012 Budget as Adopted		80012-01	2,206,427.37
2012 Budget - Added by N.J.S. 40A:4-87		80012-02	12,069.52
Appropriated for 2012 (Budget Statement Item 9)		80012-03	2,218,496.89
Appropriated for 2012 by Emergency Appropriation (Budget Sta	atement Item 9)	80012-04	-
Total General Appropriations (Budget Statement Item 9)		80012-05	2,218,496.89
Add: Overexpenditures (see footnote)		80012-06	
Total Appropriations and Overexpenditures		80012-07	2,218,496.89
Deduct Expenditures:			
Paid or Charged [Budget Statement Item (L)]	80012-08	1,582,039.83	
Paid or Charged - Reserve for Uncollected Taxes	80012-09	553,355.37	
Reserved	80012-10	83,101.69	
Total Expenditures	_	80012-11	2,218,496.89
Unexpended Balances Canceled (see footnote)		80012-12	-

#### **FOOTNOTES** - RE: OVEREXPENDITURES

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

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

## SCHEDULE OF EMERGENCY APPROPRIATIONS FOR LOCAL DISTRICT SCHOOL PURPOSES

(EXCEPT FOR TYPE I SCHOOL DEBT SERVICE)

2012 Authorizations	
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 2012 OPERATIONS**

#### **CURRENT FUND**

		Debit	Credit
Excess of Anticipated Revenues:		xxxxxxxx	xxxxxxxx
Miscellaneous Revenues anticipated	80013-01	xxxxxxxx	37,280.48
Delinquent Tax Collections	80013-02	xxxxxxxx	
		xxxxxxxx	
Required Collection of Current Taxes	80013-03	xxxxxxxx	261,099.59
Unexpended Balances of 2012 Budget Appropriations	80013-04	xxxxxxxx	
Miscellaneous Revenue Not Anticipated Miscellaneous Revenue Not Anticipated:	81113-	xxxxxxxx	110,209.76
Proceeds of Sale of Foreclosed Property (Sheet 27)	81114-	xxxxxxxx	
Payments in Lieu of Taxes on Real Property	81120-	xxxxxxxx	
Sale of Municipal Assets		xxxxxxxx	
Unexpended Balances of 2011 Appropriations Reserves	80013-05	xxxxxxxx	57,626.72
Prior Years Interfunds Returned in 2012	80013-06	xxxxxxxx	
PY Due to the State Cancelled		xxxxxxxx	7,384.60
Grant Fund Encumbrance Cancelled		xxxxxxxx	32,930.68
Adjustment to PY School Taxes Payable		xxxxxxxx	54,836.62
Deferred School Tax Revenue: (See School Taxes, Sheets 1	3 & 14)	xxxxxxxx	xxxxxxxx
Balance January 1, 2012	80013-07	1,075,000.00	xxxxxxxx
Balance December 31, 2012	80013-08	xxxxxxxx	1,075,000.00
Deficit in Anticipated Revenues:		xxxxxxxx	xxxxxxxx
Miscellaneous Revenues Anticipated	80013-09		xxxxxxxx
Delinquent Tax Collections	80013-10	1,823.24	xxxxxxxx
			xxxxxxxx
Required Collection on Current Taxes	80013-11		xxxxxxxx
Interfund Advances Originating in 2012	80013-12	36,391.10	xxxxxxxx
			xxxxxxxx
Refund of Prior Year Revenue		-	xxxxxxxx
			xxxxxxxx
			xxxxxxxx
Deficit Balance - To Trial Balance (Sheet 3)	80013-13	xxxxxxxx	
Surplus Balance - To Surplus (Sheet 21)	80013-14	523,154.11	xxxxxxxx
		1,636,368.45	1,636,368.45

# SCHEDULE OF MISCELLANEOUS REVENUES NOT ANTICIPATED

Source	Amount Realiz
Clerk	1,675.
Planning & Zoning	1,030.0
200 Foot List	-
Cable Franchise Fee	17,290.
Miscellaneous	2,467.
Greenwich - Shared Service	7,650.
Code Compliance Letters	1,100.
Stow Creek - Fire Department	32,529.
Sale of Trucks	10,265.
Stow Creek - PY Senior Center	2,739.
Municipal Court	6,102.
Shiloh - Shared Services	6,848.
Senior & Vet Admin Fee	1,480.
FEMA - 12/26/2010 Storm	4,328.
FEMA - June 2012 Storm	14,703.
Amount of Miscellaneous Revenues Not Anticipated (Sheet 19)	110,209.

#### SURPLUS - CURRENT FUND YEAR 2012

			Debit	Credit
1.	Balance January 1, 2012	80014-01	xxxxxxxx	1,046,737.75
2.			xxxxxxxx	
3.	Excess Resulting from 2012 Operations	80014-02	xxxxxxxx	523,154.11
4.	Amount Appropriated in the 2012 Budget - Cash	80014-03	677,000.00	xxxxxxxx
5.	Amount Appropriated in 2012 Budget - with Prior Written Consent of Director of Local Government Services	80014-04	-	xxxxxxxx
6.				xxxxxxxx
7.	Balance December 31, 2012	80014-05	892,891.86	xxxxxxxx
			1,569,891.86	1,569,891.86

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

Cash		80014-06	3,104,622.51
Investments		80014-07	
			0.404.000.54
Sub Total			3,104,622.51
Deduct Cash Liabilities Marked with "C" on Trial Balance		80014-08	2,211,730.65
Cash Surplus		80014-09	892,891.86
Deficit in Cash Surplus		80014-10	_
Other Assets Pledged to Surplus:* (1) Due from State of N.J. Senior			
Citizens and Veterans Deduction	80014-16	-	
Deferred Charges #	80014-12	-	
Cash Deficit #	80014-13		
Total Other Assets		80014-14	-
* IN THE CASE OF A "DEFICIT IN CASH SURPLUS", "OTH	HER ASSETS"	80014-15	892,891.86

WOULD ALSO BE PLEDGED TO CASH LIABILITIES.

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

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.

<sup>(1)</sup> MAY BE ALLOWED UNDER CERTAIN CONDITIONS.

## (FOR MUNICIPALITIES ONLY) CURRENT TAXES - 2012 LEVY

1.	Amount of Levy as per Duplicate (Analysis) #	‡		82101-00 \$	8,569,598.78
	or (Abstract of Ratables)			82113-00 \$	
2.	Amount of Levy Special District Taxes			82102-00 \$	
3.	Amount Levied for Omitted Taxes under N.J.S.A. 54:4-63.12 et seq.			82103-00 \$	
4.	Amount Levied for Added Taxes under N.J.S.A. 54:4-63.1 et seq.			82104-00 \$	239,668.29
5b.	Subtotal 2012 Levy Reductions due to tax appeals ** Total 2012 Tax Levy	\$ 8,809,267.07 \$	- -	82106-00 \$	8,809,267.07
6.	Transferred to Tax Title Liens			82107-00 \$	9,709.05
7.	Transferred to Foreclosed Property			82108-00 \$	
8.	Remitted, Abated or Canceled			82108-00 \$	362.58
9.	Discount Allowed			82108-00 \$	
10.	Collected in Cash: In 2011 *	82121-00	\$	83,224.31	
	In 2012 *	82122-00	\$	8,204,525.21	
	R.E.A.P. Revenue		\$		
	State's Share of 2012 Senior Citizens and Veterans Deductions Allowed	82123-00	\$	74,621.92	
	Total To Line 14	82111-00	\$	8,362,371.44	
11.	Total Credits			\$	8,372,443.07
12.	Amount Outstanding December 31, 2012			82120-00 \$	436,824.00
13.	Percentage of Cash Collections to Total 2013 (Item 10 divided by Item 5c) is 94.93% 82112-00				
Note	e: If municipality conducted Accelerated Ta	nx Sale or Tax Levy Sa	le che	eck here and	complete sheet 22a
14.	Calculation of Current Taxes Realized in Cas	sh:			
	Total of Line 10		\$	8,362,371.44	
	Less: Reserve for Tax Appeals Pending State Division of Tax Appeals		\$		
	To Current Taxes Realized in Cash (Sheet 1	7)	\$	8,362,371.44	

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 divided by \$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.

Sheet 22

<sup>\*</sup> Include overpayments applied as part of 2012 collections.

<sup>\*\*</sup> 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 2012**

Utilize this sheet only if you conducted an Accelerated Tax Sale or Tax Levy Sale pursuant to Chapter 99, P.L. 2000.

(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 2012 Tax Levy	\$
Percentage of Collection Excluding Accelerated Tax Sale Proceeds (Net Cash Collected divided by Item 5c) is	
(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 2012 Tax Levy	\$
Percentage of Collection Excluding Tax Levy Sale Proceeds (Net Cash Collected divided by Item 5c) is	

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

	Debit	Credit
1. Balance January 1, 2012	xxxxxxxx	xxxxxxxx
Due From State of New Jersey		xxxxxxxx
Due To State of New Jersey	xxxxxxxx	8,884.60
2. Sr. Citizens Deductions Per Tax Billings	-	xxxxxxxx
3. Veterans Deductions Per Tax Billings	75,500.00	xxxxxxxx
4. Sr. Citizens Deductions Allowed By Tax Collector	750.00	xxxxxxxx
5. Prior Year Liability Cancelled	7,384.60	
6.		
7. Sr. Citizens Deductions Disallowed By Tax Collector	xxxxxxxx	1,628.08
8. Sr. Citizens Deductions Disallowed By Tax Collector 2010 Taxes	xxxxxxxx	
9. Received in Cash from State	xxxxxxxx	74,000.00
_10.		
_11.		
12. Balance December 31, 2012	xxxxxxxx	xxxxxxxx
Due From State of New Jersey	xxxxxxxx	
Due To State of New Jersey	878.08	xxxxxxxx
	84,512.68	84,512.68

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

Line 2	
Line 3	75,500.00
Line 4	750.00
Sub - Total	76,250.00
Less: Line 7	1,628.08
To Item 10, Sheet 22	74,621.92

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

		Debit	Credit
Balance January 1, 2012	xxxxxxxxx		
Taxes Pending Appeals		xxxxxxxxx	xxxxxxxx
Interest Earned on Taxes Pending Appeals		xxxxxxxxx	xxxxxxxx
Contested Amount of 2012 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)		xxxxxxxxx	
Interest Earned on Taxes Pending State Appeals		xxxxxxxxx	
Cash Paid to Appellants (Including 5% Interest from Data Closed to Results of Operation	e of Payment)		xxxxxxxx
(Portion of Appeal won by Municipality, including Interes	t)		xxxxxxxx
Balance December 31, 2012			xxxxxxxx
Taxes Pending Appeals*		xxxxxxxx	xxxxxxxx
Interest Earned on Taxes Pending Appeals		xxxxxxxx	xxxxxxxx
* Includes State Tax Court and County Board of Taxatio Appeals Not Adjusted by December 31, 2012.	n	-	-
Signature of Tax Collector			
License # Date			

### **TOWNSHIP OF HOPEWELL**

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

		<u> </u>	ICH AL DUD			
				YEAR 2013	YEAR 2012	
1.	Total General Appropriations for 20 Item 8(L) (Exclusive of Reserve for		tatement 80015-	-	xxxxxxxx	
		Actual	80016-		3,209,576.37	
2.	Local District School Tax -	Estimate **	80017-	-	xxxxxxxx	
	D 1 101 151 11 T	Actual	80025-		1,530,028.44	
3.	Regional School District Tax -	Estimate *	80026-	-	xxxxxxxx	
	Regional High School Tax -	Actual	80018-			
4.	School Budget	Estimate *	80019-		xxxxxxxx	
	Ot-T	Actual	80020-		3,256,608.12	
5.	County Tax	Estimate *	80021-	-	xxxxxxxx	
-	On a del District Terror	Actual	80022-			
6.	Special District Taxes	Estimate *	80023-		xxxxxxxx	
	Maddad Occasion To	Actual	80027-			
7.	Municipal Open Space Tax	Estimate *	80028-		xxxxxxxx	
8.	Total General Appropriations &	Other Taxes	80024-01	-		
9.	Less: Total Anticipated Revenue	es from 2013 in	80024-02			
	Municipal Budget (Item 5) Cash Required from 2013 Taxes					
	Municipal Budget and Other Ta  Amount of Item 10 Divided by		80024-03	-		
11.	Equals Amount to be Raised by		ge			
	used must not exceed the applic			# <b>D</b> D #61		
-	shown by Item 13, Sheet 22)  Analysis of Item 11:		80024-05	#DIV/0!	Ш	
	Local District School Tax			* May not be stated in a		
	(Amount Shown on I Regional School District T		-	"actual" Tax of year 201	2.	
	(Amount Shown on I Regional High School Tax	_ine 3 Above)	-	** Must be stated in the a	amount of the proposed	
	(Amount Shown on I		-	budget submitted by the Local Board of Education to the Commissioner of Education on January 15,		
	County Tax (Amount Shown on I	ine 5 Above)	_	2013 (Chap. 136, P.L. 19 be given to calendar yea	978). Consideration must	
	Special District Tax	,		be given to calendar year	Calculation.	
	(Amount Shown on I Municipal Open Space Ta	_ine 6 Above) x	-			
	(Amount Shown on I		-			
	Tax in Local Municipal Bu	dget	#DIV/0!			
	Total Amount (see Line 11	)	#DIV/0!		_	
12.	Appropriation: Reserve for Unco Statement, Item 8 (M) (Item	, -	et 80024-06	#DIV/0!		
	Computation of "Tax in Local			#DIV/0:		
	Item 1 - Total General App	-	Note: The amount of			
Item 12 - Appropriation: Reserve for Uncollected Taxes			#DIV/0!	anticipated		
	Sub - Total			#DIV/0!	revenues (Item9) may never exceed	
	Less: Item 9 - Total Anticip	pated Revenues		-	the total of Items 1	
/	Amount to be Raised by Taxation	in Municipal Budget	80024-07	#DIV/0!		

### 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:  Amount Realized in Prior Year for Receipts from Delinquent Taxes*  (sheet 26, Item 10)	-
C.	TIMES: % of increase of Amount to be Raised by Taxes over Prior Year [(2013 Estimated Total Levy - 2012 Total Levy) / 2012 Total Levy]	-
D.	Reserve for Uncollected Taxes Exclusion Amount	\$
E.	[(B x C ) + B]  Net Reserve for Uncollected Taxes Appropriation in Current Budget (A - D)	\$
2013	Reserve for Uncollected Taxes Appropriation Calculation (Actual)	
1.	Subtotal General Appropriations (item 8(L) budget sheet 29)	\$
2.	Taxes not Included in the Budget (AFS 25, items 2 thru 7)	\$
	Total	\$
3.	Less: Anticipated Revenues (item 5, budget sheet 11)	\$
4.	Cash Required	\$
5.	Total Required at % (items 4 + 6)	\$
6.	Reserve for Uncollected Taxes (item E above)	\$ -

### SCHEDULE OF DELINQUENT TAXES AND TAX TITLE LIENS

			Debit	Credit
1. Balance January 1, 2012			438,468.80	xxxxxxxx
A. Taxes	83102-00	392,376.32	xxxxxxxx	xxxxxxxx
B. Tax Title Liens	83103-00	46,092.48	xxxxxxxx	xxxxxxxx
2. Canceled:			xxxxxxxx	xxxxxxxxx
A. Taxes		83105-00	xxxxxxxxx	7,211.60
B. Tax Title Liens		83106-00	xxxxxxxxx	
3. Transferred to Foreclosed Tax Title L	iens:		xxxxxxxxx	xxxxxxxx
A. Taxes		83108-00	xxxxxxxx	
B. Tax Title Liens		83109-00	xxxxxxxx	
4. Added Taxes		83110-00	-	xxxxxxxx
5. Added Tax Title Liens		83111-00		xxxxxxxx
6. Adjustment between Taxes (Other than o	urrent year) and Ta	x Title Liens;	xxxxxxxx	
A. Taxes - Transfers to Tax Tit	le Liens	83104-00	xxxxxxxx	(1) -
B. Tax Title Liens - Transfers for	rom Taxes	83107-00	(1) -	xxxxxxxx
7. Balance Before Cash Payments			xxxxxxxx	431,257.20
8. Totals			438,468.80	438,468.80
9. Balance Brought Down			431,257.20	xxxxxxxx
10. Collected:			xxxxxxxx	398,176.76
A. Taxes	83116-00	385,164.72	xxxxxxxxx	xxxxxxxx
B. Tax Title Liens	83117-00	13,012.04	xxxxxxxx	xxxxxxxx
11. Interest and Costs - 2012 Tax Sale		83118-00	779.93	xxxxxxxx
12. 2012 Taxes Transferred to Liens		83119-00	9,709.05	xxxxxxxx
13. 2012 Taxes		83123-00	436,824.00	xxxxxxxx
14. Balance December 31, 2012			xxxxxxxx	480,393.42
A. Taxes	83121-00	436,824.00	xxxxxxxx	xxxxxxxx
B. Tax Title Liens	83122-00	43,569.42	xxxxxxxx	xxxxxxxx
15. Totals			878,570.18	878,570.18

16.	Percentage of Cash Collections to Adju	usted Amount Outstanding
	(Item No. 10 divided by Item No. 9) is	92.33%

(See Note A on Sheet 22 - Current Taxes)

(1) These amounts will always be the same.

<sup>17.</sup> Item No. 14 multiplied by percentage shown above is maximum amount that may be anticipated in 2013. 83125-00

### SCHEDULE OF FORECLOSED PROPERTY

(PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION)

			Debit	Credit
1. Ba	alance January 1, 2012	84101-00	134,700.00	xxxxxxxx
2. Fc	preclosed or Deeded in 2012		xxxxxxxx	xxxxxxxx
3.	Tax Title Liens	84103-00		xxxxxxxx
4.	Taxes Receivable	84104-00		xxxxxxxx
5A.		84102-00		xxxxxxxx
5B.		84105-00	xxxxxxxx	
6.	Adjustment to Assessed Valuation	84106-00		xxxxxxxx
7.	Adjustment to Assessed Valuation	84107-00	xxxxxxxx	
8. Sa	ales		xxxxxxxx	xxxxxxxx
9.	Cash *	84109-00	xxxxxxxx	
10.	Contract	84110-00	xxxxxxxx	
11.	Mortgage	84111-00	xxxxxxxx	
12.	Loss on Sales	84112-00	xxxxxxxx	
13.	Gain on Sales	84113-00		xxxxxxxx
14. Ba	alance December 31, 2012	84114-00	xxxxxxxx	134,700.00
			134,700.00	134,700.00

### **CONTRACT SALES**

		Debit	Credit
15. Balance January 1, 2012	84115-00		xxxxxxxx
16. 2012 Sales from Foreclosed Property	84116-00		xxxxxxxx
17. Collected*	84117-00	xxxxxxxx	
18.	84118-00	xxxxxxxx	
19. Balance December 31, 2012	84119-00	xxxxxxxx	
		_	_

### MORTGAGE SALES

		Debit	Credit
20. Balance January 1, 2012	84120-00		xxxxxxxx
21. 2011 Sales from Foreclosed Property	84121-00		xxxxxxxx
22. Collected*	84122-00	xxxxxxxx	
23.	84123-00	xxxxxxxx	
24. Balance December 31, 2012	84124-00	xxxxxxxx	
		-	-

Analysis of Sale of Property:	\$_	
* Total Cash Collected in 2012		(84125-00)
Realized in 2012 Budget		
To Results of Operation (Sheet 19	9) _	

## 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.)

	Caused By		Amount Dec. 31, 2011 per Audit	Amount in 2012		Amount Resulting		Balance as at
1.	Emergency Authorization -		Report	<u>Budget</u>		from 2012		Dec. 31, 2012
	Municipal*	\$_	55,000.00	\$ 55,000.00	\$_	-	_\$_	-
2.	Emergency Authorization -							
	Schools	\$_		\$	\$_		_\$_	
3.	Over Expenditure of	\$_		\$	\$_		_\$_	
4.	Appropriation Reserve	\$_	11,214.00	\$ 11,214.00	\$_	-	_\$_	
5.		\$_		\$	\$_		_\$_	
6.		\$_		\$	\$_		_\$_	
7.		\$_		\$	\$_		_\$_	
8.		\$_		\$	\$		_\$_	
9.		\$_		\$	\$		_\$_	
10.		\$_		\$	\$_		_\$_	

<sup>\*</sup>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.			\$

#### JUDGMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED

	In Favor of	On Account of	Date Entered	<u>Amount</u>	Appropriated for in Budget of Year 2013
1			9	S	
2			9	§	
3			9	§	
4.			9	§	

### 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, 2011	REDUCE By 2012 Budget	D IN 2012  Canceled By Resolution	Balance Dec. 31, 2012
			-	-			-
	Totals			- 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 in the column "Balance Dec. 31, 2012" must be entered here and then raised in the 2013 budget.

## N.J.S. 40A:4-55.1, ET SEQ., SPECIAL EMERGENCY - DAMAGE CAUSED TO ROADS OR BRIDGES BY SNOW, ICE, FROST OR FLOODS N.J.S. 40A:4-55.13, ET SEQ., SPECIAL EMERGENCY - PUBLIC EXIGENCIES CAUSED BY CIVIL DISTURBANCES

	_
3 <u> </u>	
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

<sup>\*</sup> Not less than one-third (1/3) of amount shown authorized but not more than the amount in the column "Balance Dec. 31, 2012" must be entered here and then raised in the 2013 budget.

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

(COUNTY) (MUNICIPAL) GENERAL CAPITAL BONDS

		Debit	Credit	2012 Debt Service
Outstanding January 1, 2012	80033-01	xxxxxxxx		
Issued	80033-02	xxxxxxxx		
Paid	80033-03		xxxxxxxx	
Refunded				
Outstanding, December 31, 2012	80033-04	-	xxxxxxxx	
		-	-	
2013 Bond Maturities - General Capit	al Bonds		80033-05	\$
2013 Interest on Bonds*		80033-06	\$	
ASSESSN	MENT SER	IAL BONDS		
Outstanding January 1, 2012	80033-07	xxxxxxxx		
Issued	80033-08	xxxxxxxx		
Paid	80033-09		xxxxxxxx	
Outstanding, December 31, 2012	80033-10	-	xxxxxxxx	
		-	-	
2013 Bond Maturities - Assessment B	Bonds		80033-11	\$
2013 Interest on Bonds*		80033-12	\$	
Total "Interest on Bonds - Debt Service	ce" (*Items)		80033-13	\$ -

### LIST OF BONDS ISSUED DURING 2012

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
Total	-	-		

80033-14 80033-15

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

(COUNTY) (MUNICIPAL) GREEN TRUST LOAN

		Debit	Credit	2012 Debt Service
Outstanding January 1, 2012	80033-01	xxxxxxxx		
Issued	80033-02	xxxxxxxx		
Paid	80033-03		xxxxxxxx	
Refunded				
Outstanding, December 31, 2012	80033-04	-	xxxxxxxx	
		-	_	
2013 Loan Maturities			80033-05	\$
2013 Interest on Loans			80033-06	
Total 2013 Debt Service for Green Ti	rust Loan		80033-13	\$
		LOA	AN .	
Outstanding January 1, 2012	80033-07	xxxxxxxx		
Issued	80033-08	xxxxxxxx		
Paid	80033-09		xxxxxxxx	
Outstanding, December 31, 2012	80033-10	-	xxxxxxxx	
		-	-	
2013 Loan Maturities			80033-11	\$
2013 Interest on Loans			80033-12	\$
Total 2013 Debt Service for	EDA	Loan	80033-13	\$

### LIST OF LOANS ISSUED DURING 2012

Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
Total	-	-		

80033-14 80033-15

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

TYPE I SCHOOL TERM BONDS

		Debit	Credit	2012 Serv	
Outstanding January 1, 2012	80034-01	xxxxxxxx			
Paid	80034-02		xxxxxxxx	]	
Outstanding, December 31, 2012	80034-03	-	xxxxxxxx		
		-	-		
2013 Bond Maturities - Term Bonds		80034-04	\$	<u> </u>	
2013 Interest on Bonds*		80034-05	\$		
TYPE I SO	CHOOL SI	ERIAL BONDS			
Outstanding January 1, 2012	80034-06	xxxxxxxx		]	
Issued	80034-07	xxxxxxxx			
Paid	80034-08		xxxxxxxxx		
Refunded					
				1	
Outstanding, December 31, 2012	80034-09	-	xxxxxxxx		
		-	-	<u> </u>	
2013 Interest on Bonds*		80034-10	\$		
2013 Bond Maturities - Serial Bonds			80034-11	\$	
Total "Interest on Bonds - Type I Sch	ool Debt Serv	ice" (*Items)	80034-12	\$	
LIST (	OF BONE	S ISSUED DU			
Purpose		2013 Maturity -01	Amount Issued -02	Date of Issue	Interest Rate
		<u> </u>	-	1	1
					1
Total	80035-	-	-		
					<u> </u>
2013 INTEREST I	REQUIREM	IENT - CURRE	NT FUND DEBT Outstanding Dec. 31, 2012	2013 I	nterest rement

80036-

80037-

80038-

80039-

1. Emergency Notes

2. Special Emergency Notes

4. Interest on Unpaid State & County Taxes

5. \_\_\_\_\_

6. \_\_\_\_\_

3. Tax Anticipation Notes

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

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

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

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

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

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

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

	Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding	Date of Maturity	Rate of Interest	2013 Budget	Requirements For Interest	Interest Computed to (Insert Date)
				Dec. 31, 2012	,		,	**	,
1.									
2.									
3.									
4.									
<u> </u>									
6.									
7.									
8.									
9.									
10.									
11.									
12.									
13.									
14.									
	Total			-	-		-	-	

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

80051-01

80051-02

\* "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 2010 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2012 or written intent of permanent financing submitted with statement.

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

### DEBT SERVICE SCHEDULE FOR ASSESSMENT NOTES

	Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2012	Date of Maturity	Rate of Interest	2013 Budget I	Requirements For Interest **	Interest Computed to (Insert Date)
	1.								
	2.								
	3.								
	4.								
	5.								
	6.								
<u>2</u>	7.								
P P T	8.								
۲۵ 4	9.								
	10.								
	11.								
	12.								
	13.			_					
	14.								
	Total			-	-		-	-	

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, 2010 or prior must be appropriated in full in the 2013 Dedicated Assessment Budget or written intent of permanent financing submitted with statement.

(Do not crowd - add additional sheets)

Sheet 34

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

### SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount Lease Obligation Outstanding	2013 Budget Requirement			
·	Dec. 31, 2012	For Principal	For Interest/Fees		
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
Total	-	-			

(Do not crowd - add additional sheets)

34b

# Sheet 35

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

IMPROVEMENTS Specify each authorization by purpose. Do	Balance - Jar	uary 1, 2012	2012		Expended	Authorizations	Balance - Dece	mber 31, 2012
not merely designate by a code number.	Funded	Unfunded	Authorizations		·	Canceled	Funded	Unfunded
255 LANDFILL CLOSURE	1,604.99	100,000.00					1,604.99	100,000.00
02-03 FIRE APPARATUS	8,858.50				8,858.50		-	
02-05 SALT / SAND BUILDING	3,121.00						3,121.00	
02-05 AIR CONDITIONING	1,240.00						1,240.00	
02-08 BOSTWIK LAKE DAM	20,000.00						20,000.00	
03-03 ROAD & SEWER IMPROVEMENTS	3,582.69						3,582.69	
04-04 Purchase of Land	56,325.00						56,325.00	
06-05 Senior Center	36,360.52						36,360.52	
Page Total	131,092.70	100,000.00	-	-	8,858.50	-	122,234.20	100,000.00

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

### 35a

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

IMPROVEMENTS Specify each authorization by purpose. Do	Balance - Jar	nuary 1, 2012	2012		Expended	Authorizations	Balance - Dece	ember 31, 2012
not merely designate by a code number.	Funded	Unfunded	Authorizations		Exponded	Canceled	Funded	Unfunded
Totals from page 36	131,092.70	100,000.00	-	-	8,858.50	-	122,234.20	100,000.00
08-07 - Purchase of Fire Truck		9,106.21						9,106.21
09-01 - Purchase of Land		4,504.48						4,504.48
Page Total  Grand Total 70000-	131,092.70	113,610.69	_	_	8,858.50	_	122,234.20	113,610.69

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, 2012	80031-01	xxxxxxxx	349,855.89
Received from 2012 Budget Appropriation *	80031-02	xxxxxxxx	25,000.00
Refunds		xxxxxxxx	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	80031-03	xxxxxxxx	
List by Improvements - Direct Charges Made for Prelimina	ary Costs:	xxxxxxxx	xxxxxxxx
			xxxxxxxx
Appropriated to Finance Improvement Authorizations	80031-04	-	xxxxxxxx
			xxxxxxxx
Balance December 31, 2012	80031-05	374,855.89	xxxxxxxx
		374,855.89	374,855.89

<sup>\*</sup>The full amount of the 2012 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, 2012	80030-01	xxxxxxxx	
Received from 2012 Budget Appropriation *	80030-02	xxxxxxxx	
Received from 2012 Emergency Appropriation *	80030-03	xxxxxxxx	
			xxxxxxxx
Appropriated to Finance Improvement Authorizations	80030-04		xxxxxxxx
			xxxxxxxx
Balance December 31, 2012	80030-05	-	xxxxxxxx
		-	-

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

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

Purpose	Amount Appropriated	Total Obligations Authorized	Down Payment Provided by Ordinance	Amount of Down Payment in Budget of 2012 or Prior Years
Total 80032-00	-	-	-	-

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 - 2012

		Debit	Credit
Balance January 1, 2012	80029-01	xxxxxxxx	-
Premium on Sale of Bonds		xxxxxxxxx	
Funded Improvement Authorizations Canceled		xxxxxxxx	
Premium on Sale of Notes			
Appropriated to Finance Improvement Authorizations	80029-02		xxxxxxxx
Appropriated to 2011 Budget Revenue	80029-03		xxxxxxxx
Balance December 31, 2012	80030-04	-	xxxxxxxx
		-	-

### 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, 2012		\$_	_
2.	Amount of Cash in Special Trust Fund as of December 31, 2012 (Note A)	)	\$_	
3.	Amount of Bonds Issued Under Item 1 Maturing in 2013	\$_		
4.	Amount of Interest on Bonds with a Covenant - 2013 Requirements	\$		
5.	Total of 3 and 4 - Gross Appropriation	\$_		
6.	Less Amount of Special Trust Fund to be Used	\$_		
7.	Net Appropriation Required		\$_	

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

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

Item 5 must be shown as an item of appropriation, short extended, with Item 6 shown directly following as a deduction and with the amount of Item 7 extended into the 2012 appropriation column.

### **MUNICIPALITIES ONLY**

### **IMPORTANT!!**

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 2012 was				\$	8,809,2	67.07
	2.	Amount of Item 1 Collected in 2011 (*)			\$	8,362,371.4	4_	
	3.	Seventy (70) percent of Item 1				\$	8,809,2	67.07
	(*) In	cluding prepayments and overpayments	s applied.					
B.								
	1.	Did any maturities of bonded obligation	ns or notes	fall due du	uring the	year 2012?		
		Answer YES or NO YES	<u> </u>					
	2.	Have payments been made for all bond December 31, 2012?	ded obliga	tions or no	tes due c	on or before		
		Answer YES or NO YES	If answ	er is "NO"	give deta	ails		
		NOTE: If answer to Item B1 is YES, t	then Item	B2 must b	e answe	red		
C. obliga just e	ations	s the appropriation required to be include or notes exceed 25% of the total appro? Answer YES or NO						ear
D.							_	
	1.	Cash Deficit 2011					\$	
	2.	4% of 2011 Tax Levy for all purposes:	Levy	\$		=	\$	
	3.	Cash Deficit 2012	·				\$	
	4.	4% of 2012 Tax Levy for all purposes:						
		.,,	Levy	\$		=	\$	
E.		<u>Unpaid</u>		<u> 2011</u>		<u>2012</u>		<u>Total</u>
	1.	State Taxes	\$		\$		\$	_
	2.		Ψ \$		—↓— \$	91,160.9		91,160.92
	3.	Amounts due Special Districts	·		·	,		
			\$		\$		\$	-
	4.	Amount due School Districts for Local	School Ta	x				
		:	\$		\$	2,369,802.4	<u>5</u> \$	2,369,802.45

### SHEETS 40 to 68, INCLUSIVE, PERTAIN TO

### **UTILITIES ONLY**

### Note:

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

### SHEETS 41 to 54, INCLUSIVE,

### **ARE NOT REQUIRED**

This municipality does not operate a Water Utility Fund

## POST CLOSING TRIAL BALANCE SEWER UTILITY FUND

### AS AT DECEMBER 31, 2012 Operating and Capital Sections

(Separately Stated)

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

Title of Account	Debit	Credit
OPERATING SECTION:		
CASH	70,118.61	
CONSUMER ACCOUNTS RECEIVABLE	66,323.59	
DUE FROM / TO CURRENT FUND		36,570.62
DUE FROM / TO UTILITY CAPITAL	23,220.01	
DUE TO GRANT FUND		3,474.64
APPROPRIATION RESERVES		7,108.25
PREPAID UTILITY RENTS		2,126.20
ACCRUED INTEREST ON BONDS & NOTES		8,340.00
ENCUMBRANCES PAYABLE		
Sub Total		57,619.71 "C
RESERVE FOR RECEIVABLES		66,323.59
FUND BALANCE		35,718.91
	159,662.21	159,662.21

## POST CLOSING TRIAL BALANCE - SEWER UTILITY FUND (cont'd)

### AS AT DECEMBER 31, 2012 Operating and Capital Sections

(Separately Stated)

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

Title of Account	Debit	Credit
CAPITAL SECTION:		
Est. Proceeds Bonds and Notes Authorized	39,789.91	xxxxxxxx
Bonds and Notes Authorized but Not Issued	xxxxxxxx	39,789.91
CASH	35,958.46	
FEDERAL GRANT RECEIVABLE	7,621.00	
FIXED CAPITAL:		
COMPLETED	7,369,710.16	
AUTHORIZED AND UNCOMPLETED	104,789.84	
DUE TO UTILITY OPERATING FUND		23,220.01
LOANS PAYABLE		4,268,200.83
IMPROVEMENT AUTHORIZATIONS:		
FUNDED		20,359.45
UNFUNDED		39,789.91
RESERVE FOR AMORTIZATION		3,061,719.42
RESERVE FOR DEFERRED AMORTIZATION		104,789.84
CAPITAL FUND BALANCE		-
	7,557,869.37	7,557,869.37

## POST CLOSING TRIAL BALANCE - UTILITY ASSESSMENT TRUST FUNDS

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

#### AS AT DECEMBER 31, 2012

110 111 DECENTED (1, 201		
Title of Account	Debit	Credit

## Sheet 57

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

Title of Liebility to which Cook	Audit		DECI	CIDTC				Dalanas
Title of Liability to which Cash and Investments are Pledged	Balance Dec. 31, 2011	Assessments and Liens	Operating Budget	EIPTS			Disbursements	Balance Dec. 31, 2012
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
	-	-	-	-	-	-	-	-

<sup>\*</sup>Show as red figure

### SCHEDULE OF SEWER UTILITY BUDGET - 2012

### **BUDGET REVENUES**

Source		Budget	Received in Cash	Excess or Deficit*
Operating Surplus Anticipated Sewer Operating Surplus Anticipated with Consent of Director of Local Govt. Services Sewer	01 02	55,000.00	55,000.00	-
RENTS				
SEWER		470,000.00	481,584.25	11,584.25
Added by N.J.S. 40A:4-87:(List)		xxxxxxxx	xxxxxxxx	xxxxxxxx
Subtotal  Deficit (General Budget) ** Water & Sewer		525,000.00	536,584.25	11,584.25
Water & Sewer	06 07	96,000.00 621,000.00	96,000.00 632,584.25	- 11,584.25

<sup>\*\*</sup> 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

STATEMENT OF BUDGET APPROPR	IA HUNS	
Appropriations:		xxxxxxxx
Adopted Budget		621,000.00
Added by N.J.S. 40A:4-87		
Emergency		
Total Appropriations		621,000.00
Add: Overexpenditures (See Footnote)		
Total Appropriations and Overexpenditures		621,000.00
Deduct Expenditures:		
Paid or Charged	613,106.75	
Reserved	7,108.25	
Surplus (General Budget)**		
Total Expenditures		620,215.00
Unexpended Balance Canceled (See Footnote)		785.00

#### 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 2012 OPERATION

### **SEWER UTILITY**

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2012 Sewer Utility Budget contained either an item of revenue "Deficit (General Budget)" or an item of appropriation "Surplus (General Budget)"

Section 2 should be filled out in every case.

### **SECTION 1:**

Revenue Realized:	XXXXXXXX	
Budget Revenue (Not Including "Deficit (General Budget)")	536,584.25	
Miscellaneous Revenue Not Anticipated	4,702.42	
2011 Appropriation Reserves Canceled* (Excess Revenue Realized)	17,671.82	
Total Revenue Realized		558,958.49
Expenditures:	xxxxxxxxx	
Appropriations (Not Including "Surplus (General Budget)")	xxxxxxxxx	
Paid or Charged	613,106.75	
Reserved	7,108.25	
Expended Without Appropriation		
Cash Refund of Prior Year's Revenue		
Overexpenditure of Appropriation Reserves		
Total Expenditures	620,215.00	
Less: Deferred Charges Included in Above "Total Expenditures"		
Total Expenditures - As Adjusted		620,215.00
Excess		-
Budget Appropriation - Surplus (General Budget)**  Balance of "Results of 2012 Operation"	-	
Remainder = Balance of "Results of 2012 Operation"  ("Excess in Operations" - Sheet 60)	-	
Deficit		(61,256.51)
Anticipated Revenue - Deficit (General Budget)**	96,000.00	
Remainder = Balance of "Results of 2012 Operation" ("Operating Deficit - to Trial Balance" - Sheet 60)	-	

#### **SECTION 2:**

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

2011 Appropri	ation Reserves Canceled in 2012	17,671.82
Less:	Anticipated Deficit in 2011 Budget - Amount Received and Due from Current Fund - If none, enter "None"	-
* Excess (Rev	enue Realized)	

<sup>\*\*</sup> Items must be shown in same amounts on Sheet 58.

### **RESULTS OF 2012 OPERATIONS SEWER UTILITY**

	Debit	Credit
Excess in Anticipated Revenues	xxxxxxxx	11,584.25
Unexpended Balances of Appropriations	xxxxxxxx	785.00
Miscellaneous Revenues Not Anticipated	xxxxxxxx	4,702.42
Unexpended Balances of 2011 Appropriations Reserves*	xxxxxxxx	17,671.82
Deficit in Anticipated Revenue		xxxxxxxx
		xxxxxxxx
Operating Deficit - to Trial Balance	xxxxxxxxx	
Excess in Operations - to Operating Surplus	34,743.49	xxxxxxxx
* See restriction in amount on Sheet 59, SECTION 2	34,743.49	34,743.49

### **OPERATING SURPLUS - WATER & SEWER UTILITY**

	Debit	Credit
Balance January 1, 2012	xxxxxxxx	55,975.42
Excess in Results of 2012 Operations	xxxxxxxx	34,743.49
Amount Appropriated in the 2012 Budget - Cash	55,000.00	xxxxxxxx
Amount Appropriated in 2011 Budget - with Prior Written Consent of Director of Local Government Services		xxxxxxxx
Balance December 31, 2012	35,718.91	xxxxxxxx
	90,718.91	90,718.91

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

Cash	70,118.61
Investments	
Interfund Accounts Receivable	23,220.01
Subtotal	93,338.62
Deduct Cash Liabilities Marked with "C" on Trial Balance	57,619.71
Operating Surplus Cash or (Deficit in Operating Surplus Cash)	35,718.91
*Other Assets Pledged to Operating Surplus	
Deferred Charges #	
Operating Deficit #	
Total Other Assets	-
# MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2013 BUDGET	35,718.91

<sup>\*</sup>In the case of a "Deficit in Operating Surplus Cash",

<sup>&</sup>quot;other Assets" would also be pledged to cash liabilities.

### SCHEDULE OF SEWER UTILITY ACCOUNTS RECEIVABLE

Balance December 31, 2011		\$	58,784.06
Increased by:			
Sewer Rents Levied		\$	489,123.78
Decreased by:			
Collections	\$479	9,528.56	
Overpayments applied	\$2	2,055.69_	
Transfer to Water Liens	\$		
Other	\$		
		\$	481,584.25
Balance December 31, 2012		\$	66,323.59
,			,
SCHEDULE OF WATI	ER & SEWER	LIENS	
Balance December 31, 2011		\$	
Increased by:			
Transfers from Accounts Receivable	\$		
Penalties and Costs	\$		
Other	\$		
		\$	-
Decreased by:			
Collections	\$		
Other	\$		
		\$	
Balance December 31, 2012		\$	
DOMESTIC DESCRIPTION OF A CONTRACT OF A CONT		J)	-

# DEFERRED CHARGES - MANDATORY CHARGES ONLY SEWER UTILITY FUND

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

	Caused By		Amount Dec. 31, 2011 per Audit <u>Report</u>		Amount in 2012 Budget		Amount Resulting from 2012		Balance as at Dec. 31, 2012
1.	Emergency Authorization -	\$_	-	_\$_		_\$_		\$_	<u>-</u>
2.		_\$_		\$_		_\$_		\$_	
3.		\$_		\$_		_\$_		\$_	
4.		\$_		\$_		_\$_		\$_	
5.		_\$_		\$_		\$_		\$_	
6.		\$_		\$_		\$_		\$_	
7.		\$_		\$_		\$_		\$_	
8.		\$_		\$_		\$_		\$_	
9.		\$_		\$_		\$_		\$_	
10.		\$_		\$_		\$_		\$_	

<sup>\*</sup>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.		\$	

### JUDGMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED

	In Favor of	On Account of	Date Entered	<u>Amount</u>	Appropriated for in Budget of Year 2013
1			\$		
2.			\$		
3.			\$		
4.			\$		

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

SEWER UTILITY ASSESSMENT BONDS

	Debit	Credit	2013 I Servi	
Outstanding January 1, 2012	xxxxxxxx			
Issued	xxxxxxxx		_	
			_	
Paid		xxxxxxxx	4	
Outstanding December 31, 2012	-	xxxxxxxx	4	
	-	-	4	
2013 Bond Maturities - Assessment Bonds		TI .	\$	
2013 Interest on Bonds*		\$	4	
SEWER UTILITY CA	APITAL BONDS			
Outstanding January 1, 2012	xxxxxxxx		j	
Issued	xxxxxxxx			
Paid		xxxxxxxx		
Refunded			_	
			_	
Outstanding December 31, 2012	-	xxxxxxxx	4	
	-	-	<u> </u>	
2013 Bond Maturities - Capital Bonds		11	\$	
2013 Interest on Bonds*		\$		
INTEREST ON BON	DS - SEWER UT	TILITY BUDGET	ı	
2012 Interest on Bonds (*Items)		\$ -		
Less: Interest Accrued to 12/31/2012 (Trial Balance	ee)	\$		
Subtotal		\$ -		
Add: Interest to be Accrued as of 12/31/2013		\$		
Required Appropriation 2013			\$	
LIST OF BON	DS ISSUED DUI	RING 2012		
Purpose	2013 Maturity	Amount Issued	Date of Issue	Interest Rate
	_	_	[]	

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

\_\_\_\_SEWER \_\_\_\_ UTILITY LOANS

	Debit	Credit	2013 [ Servi	
Outstanding January 1, 2012	xxxxxxxx			
Issued	xxxxxxxx		]	
Paid		xxxxxxxx		
Outstanding December 31, 2012	-	xxxxxxxx		
	-	-	<u> </u>	
2013 Loan Maturities			\$	
2013 Interest on Loans*		\$ -		
SEWER UTILITY CA	APITAL LOANS			
Outstanding January 1, 2012	xxxxxxxx	4,344,809.77	<u></u>	
Issued	xxxxxxxx		]	
Paid	76,608.94	xxxxxxxx	]	
			]	
Outstanding December 31, 2012	4,268,200.83	xxxxxxxx		
	4,344,809.77	4,344,809.77	<u> </u>	
2013 Loan Maturities			\$ 8	0,296.33
2013 Interest on Loans*		\$ 200,043.67	<u> </u>	
INTEREST ON LOANS -V	VATER & SEWEI	R UTILITY BUD	GET	
2012 Interest on Loans (*Items)		\$ 200,043.67		
Less: Interest Accrued to 12/31/2012 (Trial Balance	e)	\$ 8,340.00		
Subtotal		\$ 191,703.67	]	
Add: Interest to be Accrued as of 12/31/2013		\$ 8,210.00		
Required Appropriation 2013			\$ 19	9,913.67
LIST OF LOA	NS ISSUED DUR	RING 2012		
Purpose	2013 Maturity	Amount Issued	Date of	Interest
·			Issue	Rate
			1	-
			1	<b> </b>
			1	<b> </b>
	_		1	
	-		JL	<u></u>

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

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2012	Date of Maturity	Rate of Interest	2013 Budget Requirements  For Principal For Interest **		
1.								
2.								
3.								
4.								
5.								
6.								
<b>2</b> 7.								
8.								
9.								
10.								

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.

All notes with an original date of issue of 2010 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2013 or written intent of permanent financing submitted.

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

(Do not crowd - add additional sheets)

Sheet 64

<sup>\*</sup> See Sheet 33 for clarifications of "Original Date of Issue".

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

# Sheet 65

### DEBT SERVICE SCHEDULE FOR UTILITY ASSESSMENT NOTES

Title or Purpose of Issue	Original Amount	Original Date of	Amount of Note	Date of	Rate of		Requirements	Interest Computed to
	Issued	Issue*	Outstanding Dec. 31, 2012	Maturity	Interest	For Principal	For Interest  **	(Insert Date)
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								

80051-01

80051-02

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

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

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

<sup>\*\*</sup> Interest on Utility Assessment Notes must be included in the Utility Fund Budget appropriation "Interest on Notes".

### SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount Lease Obligation Outstanding	2013 Budget Requirement		
	Dec. 31, 2012	For Principal	For Interest/Fees	
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
Total	-	-		

80051-02

## neet 6

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

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - Jar Funded	nuary 1, 2012 Unfunded	2012 Authorizations		Expended	Authorizations Canceled	Balance - Dece Funded	mber 31, 2012 Unfunded
96-03 SEWER CONSTRUCTION		39,789.91						39,789.91
00-01 SEWER CONSTRUCTION	20,359.45						20,359.45	
	20,359.45	39,789.91	-	-	-	-	20,359.45	39,789.91

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

	Debit	Credit
Balance January 1, 2012	xxxxxxxx	
Received from 2012 Budget Appropriation *	xxxxxxxx	
	xxxxxxxxx	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	xxxxxxxxx	
List by Improvements - Direct Charges Made for Preliminary Costs:	xxxxxxxxx	xxxxxxxx
		xxxxxxxx
Appropriated to Finance Improvement Authorizations		xxxxxxxx
		xxxxxxxxx
Balance December 31, 2012	-	xxxxxxxx
	-	-

### SEWER UTILITY CAPITAL FUND

### SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS

	Debit	Credit
Balance January 1, 2012	xxxxxxxx	
Received from 2012 Budget Appropriation *	xxxxxxxx	
Received from 2012 Emergency Appropriation *	xxxxxxxxx	
Appropriated to Finance Improvement Authorizations		xxxxxxxx
		xxxxxxxx
Balance December 31, 2012		xxxxxxxx
	-	-

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

### **UTILITY FUND**

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

### **UTILITIES ONLY**

Amount Appropriated	Total Obligations Authorized	Down Payment Provided by Ordinance	Amount of Down Payment in Budget of 2012 or Prior Years
		Appropriated Obligations	Appropriated Obligations Provided by

### SEWER UTILITY CAPITAL FUND STATEMENT OF CAPITAL SURPLUS

#### **YEAR 2012**

	Debit	Credit
Balance January 1, 2012	xxxxxxxx	
Premium on Sale of Bonds	xxxxxxxx	
Funded Improvement Authorizations Canceled	xxxxxxxx	
Appropriated to Finance Improvement Authorizations		xxxxxxxxx
Appropriation to 2012 Budget Revenue		xxxxxxxx
Balance December 31, 2012	-	xxxxxxxx
	-	-

### INSTRUCTIONS IN PREPARATION OF ANNUAL FINANCIAL STATEMENT OF 2012

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

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

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

	INDEX
1, 1a, & 1b.	Certification and Affidavit
1c.	Municipal Budget Local Examination Certification
1d.	Report of Federal and State Financial Assistance Expenditures of Awards
2. 3.3a.&.3h.	Instructions and Certification 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 Deposits and Reserves
6a.	Municipal Public Defender P.L. 1997, C. 256 Analysis of Trust Assessment Cash and Investments Pledged to Liabilities and Surplus
7. 8.	Trial Balance-Capital Fund
9 & 9a.	Cash Reconciliation
10.	Federal and State Grants Receivable
11 & 11a.	Appropriated Reserves for Federal and State Grants
12. 13.	Unappropriated Reserves for Federal and State Grants Local District School Tax-Municipal Open Space Tax
13. 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. 18.	Allocation of Current Tax Collections General Budget Appropriations
18.	General Budget Appropriations Emergency Appropriations for Local District School Purposes
19.	Results of 2012 Operation-Current Fund
20.	Schedule of Miscellaneous Revenues Not Anticipated
21.	Surplus Account and Analysis of Balance
22. 22a.	Current Tax Levy Accelerated Tax Sale/Tax Levy Sale Chapter 99 To Calculate Underlying Tax Collection Rate for 2012
23.	Due from/to State of New Jersey for Senior Citizens and Veterans Deductions
24.	Reserve for Tax Appeals Pending-N.J. Division of Tax Appeals (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
26.	for Uncollected Taxes Appropriation 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
30.	Hurricane Damage 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. 35 & 35a.	Debt Service for Assessment Notes/ Schedule of Capital Lease Program Obligations Improvement Authorizations
36.	Capital Improvement Fund
37.	Down Payment
37.	Capital Improvements Authorized in 2012
38.	General Capital Surplus, Bond Covenants
39.	Required Information (N.J.S.A. 52:27BB-55 as amended by Chap. 211, P.L. 1981)
	UTILITIES ONLY
40.	Instructions
41 & 55.	Trial Balance-Utility Fund
42 & 56. 43 & 57.	Trial Balance-Utility Assessment Trust Funds Analysis of Utility Assessment Trust Cash and Investments Pledged to Liabilities and Surplus
44 & 58.	Utility Revenues and Appropriations
45 & 59.	2012 Utility Operations
46 & 60.	Results of Operation, Operating Surplus and Analysis
47 & 61.	Utility Accounts Receivable; Utility Liens
48 & 62. 49 & 63.	Deferred Charges and List of Judgments-Utility Summary Statement of Debt Service Requirements
49a & 63a.	Summary Statement of Loan Requirements
50 & 64.	Debt Service for Utility Notes (Other than Utility Assessment Notes)
51 & 65.	Debt Service for Utility Assessment Notes
51a & 65a.	Schedule of Capital Lease Program Obligations

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53 & 67. 54 & 68. Improvement Authorizations (Utility Capital)

Capital Improvement Fund and Down Payments
Utility Capital Improvements Authorized in 2012; Utility Capital Surplus