



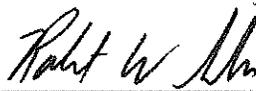
# THE REQUIRED CERTIFICATION BY AN RMA IS AS FOLLOWS:

## 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 MANVILLE, as of December 31, 2011 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 2011 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 & CO.

(Firm Name)

308 EAST BROAD STREET

(Address)

WESTFIELD, N.J. 07090

(Address)

(908) 789-9300

(Phone Number)

(908) 789-8535

(Fax Number)

Certified by me:

This 17th day of January, 2012.

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

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The undersigned *certifies* that the municipality has complied with the regulations governing revenues generated by uniform construction code fees and expenditures for construction code operations for fiscal year 2011 as required under N.J.A.C. 5:23 - 4.17.

Printed Name:

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Signature:

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Certificate #:

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Date:

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**MUNICIPAL BUDGET LOCAL EXAMINATION QUALIFICATION CERTIFICATION  
BY  
CHIEF FINANCIAL OFFICER  
GROUP #3 - 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 or tax lien sale the previous fiscal year and/or does not plan to conduct one in the current year.
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 "CAP" waiver per N.J.S.A. 40A: 4-45. ee.
10. The Municipality has not applied for Extraordinary Aid for 2012.

The undersigned certifies that this municipality has complied in full in meeting ALL of the above criteria in determining its qualification for local examination of its Budget in accordance with N.J.A.C. 5:30 - 7.5.

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

**CERTIFICATION OF NON - QUALIFYING MUNICIPALITY**

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

Municipality BOROUGH OF MANVILLE  
 Chief Financial Officer: LORI MAJESKI  
 Signature: \_\_\_\_\_  
 Certificate #: NO 149  
 Date: \_\_\_\_\_

22-6002063  
 Fed I.D. #  
Borough of Manville  
 Municipality  
Somerset  
 County

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

	Fiscal Year Ending:	<u>December 31, 2011</u>	
	(1) Federal programs Expended (administered by the state)	(2) State Programs Expended	(3) Other Federal Programs Expended
TOTAL	\$ <u>825,601.96</u>	\$ <u>56,590.35</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**

Not Applicable

**INSTRUCTION**

The following certification is to be used ONLY in the event there is NO municipally operated utility. If there is a utility operated by the municipality or if a "utility fund" existed on the books of account, do not sign this statement and do not remove any of the UTILITY sheets from the document.

**CERTIFICATION**

I hereby certify that there was no "utility fund" on the books of account and there was no utility owned and operated by the \_\_\_\_\_ of \_\_\_\_\_ County of \_\_\_\_\_ during the year 2011 and that sheets 40 to 68 are unnecessary.

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

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

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

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

**NOTE:**

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

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**MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY AS OF OCTOBER 1, 2011**

Certification is hereby made that the Net Valuation Taxable of property liable to taxation for the tax year 2012 and filed with the County Board of Taxation on January 11, 2012 in accordance with the requirements of N.J.S.A. 54:4-35, was in the amount of \$ \_\_\_\_\_

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

**BOROUGH OF MANVILLE**

\_\_\_\_\_  
MUNICIPALITY

**SOMERSET**

\_\_\_\_\_  
COUNTY

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

**POST CLOSING  
TRIAL BALANCE - CURRENT FUND**

AS AT DECEMBER 31, 2011

Title of Account	Debit	Credit
CASH	\$2,798,185.46	
CHANGE FUND	800.00	
	\$2,798,985.46	
DUE STATE OF NEW JERSEY - SENIOR CITIZENS AND VETERANS	95,209.02	
TAXES RECEIVABLE PRIOR YEAR	1.10	
TAXES RECEIVABLE	594,356.07	
TAX TITLE LIENS	52,310.49	
FORECLOSED PROPERTY	196,229.11	
REVENUE ACCOUNTS RECEIVABLE	19,241.55	
INTERFUNDS:		
TRUST OTHER FUND	672.57	
ANIMAL CONTROL TRUST FUND	1,615.28	
GENERAL CAPITAL FUND		\$100.00
GRANT FUND		185,691.10
DEFERRED CHARGES - RESERVE FOR FLOOD DAMAGE	500,000.00	
DEFERRED CHARGES - REPAIRS TO FIRE TOWER TRUCK	30,000.00	
APPROPRIATION RESERVES		568,006.27
ACCOUNTS PAYABLE		371,208.27
PREPAID TAXES		376,422.67
RESERVE FOR:		
SALE OF MUNICIPAL ASSETS		343.33
INSURANCE DAMAGE		273,400.05
LOSAP		21,875.00
SCHOOL TAXES PAYABLE		4.00
		1,797,050.69 <b>C</b>
RESERVE FOR RECEIVABLES		864,426.17
FUND BALANCE		1,627,143.79
	\$4,288,620.65	\$4,288,620.65

(Do not crowd - add additional sheets)









MUNICIPAL PUBLIC DEFENDER  
CERTIFICATION

Public Law 1997, C. 256

Municipal Public Defender Expended Prior Year 2010:..... (1) \$ 10,350.00  
x 25%  
(2) \$ 2,587.50

Municipal Public Defender Trust Cash Balance December 31, 2011:..... (3) \$ 20,556.00

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) =..... \$ 7,618.49

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: LORI MAJESKI

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

Certificate #: NO 149

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

## Schedule of Trust Fund Deposits and Reserves

<u>Purpose</u>	Amount December 31, 2010 per <u>Audit Report</u>	<u>Increases</u>	<u>Decreases</u>	Balance as at December 31, <u>2011</u>
1. POAA	\$ 1,349.36	\$ 202.00	309.00	\$ 1,242.36
2. Donation - Trees	550.00			550.00
3. Public Defender	23,480.00	2,576.00	5,500.00	20,556.00
4. Fire Fines & Penalties - Fire Marshall	4,532.04	4,000.00	3,396.79	5,135.25
5. Fire Fines & Penalties - Fire Dept.	5,654.87	1,250.00		6,904.87
6. Police D.A.R.E				
7. Engineering Escrow	39,957.88	910.00	1,578.00	39,289.88
8. Tax Collector's Premium Account	59,800.00	97,100.00	68,000.00	88,900.00
9. Tax Collector's Redemption Account		256,554.67	256,554.67	
10. SUI	75,247.66	226.65	22,666.15	52,808.16
11. Recreation	58,233.64	63,370.00	80,272.36	41,331.28
12. Developer's Escrow Deposits	21,677.79	11.14		21,688.93
13. Law Enforcement Trust Fund	17,019.58	781.85		17,801.43
14. HUD	299,314.22	777,120.69	816,646.90	259,788.01
15. Federal Asset Forfeitures	23,279.37	60.13	6,828.89	16,510.61
16. Housing Assistance Trust	86,601.61	16,551.89	136.00	103,017.50
17. Payroll Deductions	60,784.25	2,878,664.68	2,862,560.83	76,888.10
18.				
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<b>Totals:</b>	<u>\$ 777,482.27</u>	<u>\$ 4,099,379.70</u>	<u>\$ 4,124,449.59</u>	<u>\$ 752,412.38</u>

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

NOT APPLICABLE

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2010	RECEIPTS				Disbursements	Balance Dec. 31, 2011
		Assessments and Liens	Current Budget	Miscellaneous			
Assessment Serial Bond Issues:	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx
Assessment Bond Anticipation Note Issues:	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx
Other Liabilities							
Trust Surplus							
*Less Assets "Unfinanced"	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx
Due Current Fund							
Due General Capital Fund							
Totals							

\*Show as red figure

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

AS AT DECEMBER 31, 2011

Title of Account	Debit	Credit
Est. Proceeds Bonds and Notes Authorized	\$1,279,798.82	xxxxxxxxxx
Bonds and Notes Authorized but Not Issued	xxxxxxxxxx	\$1,279,798.82
CASH	735,189.85	
DEFERRED CHARGES TO FUTURE TAXATION:		
FUNDED	5,330,046.63	
UNFUNDED	3,979,798.82	
INTERFUNDS:		
DUE CURRENT FUND	100.00	
BOND ANTICIPATION NOTES		2,700,000.00
WASTEWATER FUND-LOCAL UNITS BOND PAYABLE		67,046.63
WASTEWATER TRUST-LOCAL UNITS BOND PAYABLE		100,000.00
SERIAL BONDS PAYABLE		5,163,000.00
CONTRACTS PAYABLE		476,312.75
CAPITAL IMPROVEMENT FUND		52,273.78
IMPROVEMENT AUTHORIZATIONS:		
FUNDED		63,269.79
UNFUNDED		1,345,870.40
FUND BALANCE		77,361.95
	\$11,324,934.12	\$11,324,934.12
<b>ANALYSIS OF ESTIMATED PROCEEDS</b>		
DEFERRED CHARGES - UNFUNDED	\$3,979,798.82	
BOND ANTICIPATION NOTES	2,700,000.00	
	\$1,279,798.82	

(Do not crowd - add additional sheets)



# CASH RECONCILIATION DECEMBER 31, 2011 (Continued)

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

Fulton Bank:	
Current Fund	\$2,832,118.57
Animal Control Trust	9,035.28
Trust Other/CDBG	19,618.29
Law Enforcement Trust Fund	17,801.43
Federal Asset Forfeitures	16,510.61
Tax Collector's Premium	89,340.83
Tax Collector's Redemption	2,460.87
State Unemployment Insurance	58,426.76
Recreation Trust	42,657.04
Ecsrow Fee Subcode	19,763.38
Housing Trust	103,017.50
Payroll	84,010.09
General Capital	735,189.85
Sewer Utility Operating	880,386.21
Sewer Utility Capital	101,144.62
Bank of America:	
H.U.D. Section 8 Trust	259,788.01
Escrow Fee Subcode	1,925.55
<b>Total</b>	<b>\$5,273,194.89</b>

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

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

Grant	Balance Jan. 1, 2011	2011 Budget Revenue Realized	Received	Unappropriated Applied	Canceled	Balance Dec. 31, 2011
Municipal Alliance Program	\$2,930.76	\$9,696.00	\$10,609.82			\$2,016.94
Office of Emergency Management	5,000.00					5,000.00
Recycling Tonnage Grant		24,051.89	24,051.89			
Drunk Driving Enforcement Fund		4,751.76		\$4,751.76		
Clean Communities Program		17,726.62	17,726.62			
Alcohol Education & Rehabilitation Fund		323.61	323.61			
Body Armor Replacement Grant		3,271.82		3,271.82		
Cell Phone Enforcement Grant		8,000.00	5,700.00			2,300.00
Business Stimulus Fund	6,915.00		5,609.50			1,305.50
Child Passenger Safety Grant	850.08	4,500.00	4,499.81			850.27
Click-it or Ticket	4,000.00					4,000.00
Manville Summer Adventure Challenge	6,500.00					6,500.00
NJ DOT - 13th Ave	225,000.00		113,411.99			111,588.01
Federal Bulletproof Vest Partnership	421.87					421.87
<b>Total</b>	<b>\$251,617.71</b>	<b>\$72,321.70</b>	<b>\$181,933.24</b>	<b>\$8,023.58</b>		<b>\$133,982.59</b>

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

Grant	Balance Jan. 1, 2011	Transferred from 2011 Budget Appropriations		Transferred From Accounts Payable	Expended	Accounts Payable	Refunds	Balance Dec. 31, 2011
		Budget	Appropriation By 40A:4-87					
Drunk Driving Enforcement Fund	\$11,739.04	\$4,751.76			\$4,573.89			\$11,916.91
Municipal Alliance Program & Match	319.35	12,120.00		\$399.82	11,408.67	\$1,269.07	\$6.62	154.81
Clean Communities Program	6,924.00	17,726.62		4,069.98	17,443.51	1,797.50		9,479.59
Emergency Management Assistance Program	5,013.55				5,013.55			
Youth Services Grant	8,183.31			3,000.00	11,001.89			181.42
Wal-Mart Grant - Summer Nights	1,000.00							1,000.00
Body Armor Replacement Fund	5,947.88	3,271.82		4,696.88	5,085.25	1,828.12		7,003.21
Alcohol Education Rehabilitation	1,606.65	323.61			507.76	115.86		1,306.64
Recycling Tonnage Grant	4,019.74	12,358.16	\$11,693.73	7,332.00	17,963.01	5,685.00		11,755.62
Click It or Ticket		4,000.00			3,800.00			200.00
Cell Phone Enforcement Grant		8,000.00			5,700.00			2,300.00
Traffic Records Diagramming Software				2,000.00	2,000.00			
Manville Summer Adventure Challenge	1,548.00							1,548.00
Office of Emergency Management	6,976.90			1,100.00	3,051.51	1,990.00		3,035.39
Youth Services - Summer Camp	10,100.00				1,000.00	4,000.00		5,100.00





**LOCAL DISTRICT SCHOOL TAX \***

		Debit	Credit
Balance January 1, 2011		xxxxxxx	xxxxxxx
School Tax Payable #	85001-00	xxxxxxx	
School Tax Deferred (Not in excess of 50% of Levy - 2010 - 2011)	85002-00	xxxxxxx	
Levy School Year July 1, 2011 - June 30, 2012		xxxxxxx	
Levy Calendar Year 2011		xxxxxxx	\$13,130,255.00
Paid		\$13,130,251.00	xxxxxxx
Balance December 31, 2011		xxxxxxx	xxxxxxx
School Tax Payable #	85003-00	4.00	xxxxxxx
School Tax Deferred (Not in excess of 50% of Levy - 2011 - 2012)	85004-00		xxxxxxx
* Not including Type I school debt service, emergency authorizations - schools, transfer to Board of Education for use of local schools.		\$13,130,255.00	\$13,130,255.00

# Must include unpaid requisitions.

NOT APPLICABLE

**MUNICIPAL OPEN SPACE TAX**

		Debit	Credit
Balance January 1, 2011	85045-00	xxxxxxx	
2011 Levy	81105-00	xxxxxxx	
Interest Earned		xxxxxxx	
Expended			xxxxxxx
			xxxxxxx
Balance December 31, 2011	85046-00		xxxxxxx

## REGIONAL SCHOOL TAX

(Provide a separate statement for each Regional District involved)

**NOT APPLICABLE**

	Debit	Credit
Balance January 1, 2011	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85031-00	XXXXXXXXXX	
School Tax Deferred (Not in excess of 50% of Levy - 2010 - 2011) 85032-00	XXXXXXXXXX	
Levy School Year July 1, 2011 - June 30, 2012	XXXXXXXXXX	
Levy Calendar Year 2011	XXXXXXXXXX	
Paid		XXXXXXXXXX
Balance December 31, 2011	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85033-00		XXXXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2011 - 2012) 85034-00		XXXXXXXXXX
# Must include unpaid requisitions.		

## REGIONAL HIGH SCHOOL TAX

**NOT APPLICABLE**

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

## COUNTY TAXES PAYABLE

		Debit	Credit
Balance January 1, 2011		XXXXXXXXXX	XXXXXXXXXX
County Taxes	80003-01	XXXXXXXXXX	
Due County for Added and Omitted Taxes	80003-02	XXXXXXXXXX	
2011 Levy:		XXXXXXXXXX	XXXXXXXXXX
General County	80003-03	XXXXXXXXXX	\$3,536,172.94
County Library	80003-04	XXXXXXXXXX	
County Health		XXXXXXXXXX	
County Open Space Preservation		XXXXXXXXXX	
Due County for Added and Omitted Taxes	80003-05	XXXXXXXXXX	3,720.28
Paid		\$3,539,893.22	XXXXXXXXXX
Balance December 31, 2011		XXXXXXXXXX	XXXXXXXXXX
County Taxes			XXXXXXXXXX
Due County for Added and Omitted Taxes			XXXXXXXXXX
		\$3,539,893.22	\$3,539,893.22

NOT APPLICABLE

## SPECIAL DISTRICT TAXES

		Debit	Credit
Balance January 1, 2011	80003-06	XXXXXXXXXX	
2011 Levy: (List Each Type of District Tax Separately - see Footnote)		XXXXXXXXXX	XXXXXXXXXX
Fire -	81108-00	XXXXXXXXXX	XXXXXXXXXX
Sewer -	81111-00	XXXXXXXXXX	XXXXXXXXXX
Water -	81112-00	XXXXXXXXXX	XXXXXXXXXX
Garbage -	81109-00	XXXXXXXXXX	XXXXXXXXXX
		XXXXXXXXXX	XXXXXXXXXX
		XXXXXXXXXX	XXXXXXXXXX
Total 2011 Levy	80003-07	XXXXXXXXXX	
Paid	80003-08		XXXXXXXXXX
Balance December 31, 2011	80003-09		XXXXXXXXXX
Footnote: Please state the number of districts in each instance.			

## STATE LIBRARY AID

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

NOT APPLICABLE

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

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

NOT APPLICABLE

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

### RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

NOT APPLICABLE

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

## STATEMENT OF GENERAL BUDGET REVENUES 2011

Source		Budget -01	Realized -02	Excess or (Deficit) -03
Surplus Anticipated	80101-	\$1,611,729.00	\$1,611,729.00	
Surplus Anticipated with Prior Written Consent of Director of Local Government	80102-			
Miscellaneous Revenue Anticipated				xxxxxxxxxx
Adopted Budget		2,745,022.97	2,815,396.03	\$70,373.06
Added by N.J. S. 40A:4-87:		11,693.73	11,693.73	xxxxxxxxxx
Total Miscellaneous Revenue Anticipated	80103-	2,756,716.70	2,827,089.76	70,373.06
Receipts from Delinquent Taxes	80104-	425,000.00	546,989.11	121,989.11
Amount to be Raised by Taxation:		xxxxxxxxxx	xxxxxxxxxx	xxxxxxxxxx
(a) Local Tax for Municipal Purposes	80105-	8,139,348.65	xxxxxxxxxx	xxxxxxxxxx
(b) Addition to Local Library Tax	80106-	365,604.52	xxxxxxxxxx	xxxxxxxxxx
Total Amount to be Raised by Taxation	80107-	8,504,953.17	9,272,202.35	767,249.18
		\$13,298,398.87	\$14,258,010.22	\$959,611.35

## ALLOCATION OF CURRENT TAX COLLECTIONS

		Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22)	80108-00	xxxxxxxxxx	\$24,479,850.57
Amount to be Raised by Taxation		xxxxxxxxxx	xxxxxxxxxx
Local District School Tax	80109-00	\$13,130,255.00	xxxxxxxxxx
Municipal Open Space Tax			xxxxxxxxxx
Regional School Tax	80119-00		xxxxxxxxxx
Regional High School Tax	80110-00		xxxxxxxxxx
County Taxes	80111-00	3,536,172.94	xxxxxxxxxx
Due County for Added and Omitted Taxes	80112-00	3,720.28	xxxxxxxxxx
Special District Taxes - Fire	80113-00		xxxxxxxxxx
Reserve for Uncollected Taxes	80114-00	xxxxxxxxxx	1,462,500.00
Deficit in Required Collection of Current Taxes (or)	80115-00	xxxxxxxxxx	
Balance for Support of Municipal Budget (or)	80116-00	9,272,202.35	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.		\$25,942,350.57	\$25,942,350.57



## STATEMENT OF GENERAL BUDGET APPROPRIATIONS 2011

2011 Budget as Adopted	80012-01	\$13,286,705.14
2011 Budget - Added by N.J.S. 40A:4-87	80012-02	11,693.73
Appropriated for 2011 (Budget Statement Item 9)	80012-03	13,298,398.87
Appropriated for 2011 by Emergency Appropriation (Budget Statement Item 9)	80012-04	530,000.00
<b>Total General Appropriations (Budget Statement Item 9)</b>	<b>80012-05</b>	<b>13,828,398.87</b>
Add: Overexpenditures (see footnote)	80012-06	
<b>Total Appropriations and Overexpenditures</b>	<b>80012-07</b>	<b>13,828,398.87</b>
<b>Deduct Expenditures:</b>		
Paid or Charged [Budget Statement Item (L)]	80012-08	\$11,782,826.41
Paid or Charged - Reserve for Uncollected Taxes	80012-09	1,462,500.00
Reserved	80012-10	568,006.27
<b>Total Expenditures</b>	<b>80012-11</b>	<b>13,813,332.68</b>
<b>Unexpended Balances Canceled (see footnote)</b>	<b>80012-12</b>	<b>\$15,066.19</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**

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

# RESULTS OF 2011 OPERATION

## CURRENT FUND

		Debit	Credit
Excess of Anticipated Revenues:		xxxxxxxxx	xxxxxxxxx
Miscellaneous Revenues Anticipated	80013-01	xxxxxxxxx	\$70,373.06
Delinquent Tax Collections	80013-02	xxxxxxxxx	121,989.11
		xxxxxxxxx	
Required Collection of Current Taxes	80013-03	xxxxxxxxx	767,249.18
Unexpended Balances of 2011 Budget Appropriations	80013-04	xxxxxxxxx	15,066.19
Miscellaneous Revenue Not Anticipated	81113-	xxxxxxxxx	334,563.47
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	856.70
Unexpended Balances of 2010 Approp. Reserves	80013-05	xxxxxxxxx	49,527.02
Prior Years Interfunds Returned in 2011	80013-06	xxxxxxxxx	14,899.02
Accounts Payable Canceled		xxxxxxxxx	21,384.16
		xxxxxxxxx	
		xxxxxxxxx	
Deferred School Tax Revenue (See School Taxes, Sheets 13 & 14)		xxxxxxxxx	xxxxxxxxx
Balance January 1, 2011	80013-07		xxxxxxxxx
Balance December 31, 2011	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 2011	80013-12		xxxxxxxxx
Accounts Receivable Canceled			xxxxxxxxx
Refund of Prior Year Revenue			xxxxxxxxx
			xxxxxxxxx
Deficit Balance - To Trial Balance (Sheet 3)	80013-13	xxxxxxxxx	
Surplus Balance - To Surplus (Sheet 21)	80013-14	1,395,907.91	xxxxxxxxx
		\$1,395,907.91	\$1,395,907.91



**SURPLUS - CURRENT FUND  
YEAR 2011**

		Debit	Credit
1. Balance January 1, 2011	80014-01	xxxxxxxx	\$1,842,964.88
2.		xxxxxxxx	
3. Excess Resulting from 2011 Operations	80014-02	xxxxxxxx	1,395,907.91
4. Amount Appropriated in the 2011 Budget - Cash	80014-03	\$1,611,729.00	xxxxxxxx
5. Amount Appropriated in 2011 Budget - with Prior Writ- ten Consent of Director of Local Government Services	80014-04		xxxxxxxx
6.			xxxxxxxx
7. Balance December 31, 2011	80014-05	1,627,143.79	xxxxxxxx
		<b>\$3,238,872.79</b>	<b>\$3,238,872.79</b>

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

Cash	80014-06	\$2,798,985.46
Investments	80014-07	
Sub-Total		2,798,985.46
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08	1,297,050.69
Cash Surplus	80014-09	1,501,934.77
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	\$95,209.02
Deferred Charges #	80014-12	30,000.00
Cash Deficit #	80014-13	
Total Other Assets	80014-14	125,209.02
* IN THE CASE OF A "DEFICIT IN CASH SURPLUS", "OTHER ASSETS WOULD ALSO BE PLEDGED TO CASH LIABILITIES.	80014-15	\$1,627,143.79

# MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2012 BUDGET.  
(1) MAY BE ALLOWED UNDER CERTAIN CONDITIONS.

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

(FOR MUNICIPALITIES ONLY)

**CURRENT TAXES - 2011 LEVY**

1. Amount of Levy as per Duplicate (Analysis) or (Abstract of Ratables)	82101-00	\$	<u>25,182,876.08</u>
	82113-00	\$	<u>                    </u>
2. Amount of Levy Special District Taxes	82102-00	\$	<u>                    </u>
3. Amount Levied for Omitted Taxes under N.J.S.A. 54:4-63.12 et seq.	82103-00	\$	<u>                    </u>
4. Amount Levied for Added Taxes under N.J.S.A. 54:4-63.1 et seq.	82104-00	\$	<u>24,840.92</u>
5a. Subtotal 2011 Levy		\$	<u>25,207,717.00</u>
5b. Reductions due to tax appeals**		\$	<u>                    </u>
5c. Total 2011 Levy	82106-00	\$	<u><u>25,207,717.00</u></u>
6. Transferred to Tax Title Liens	82107-00	\$	<u>12,833.97</u>
7. Transferred to Foreclosed Property	82108-00	\$	<u>                    </u>
8. Remitted, Abated or Canceled	82109-00	\$	<u>120,676.39</u>
9. Discount Allowed	82110-00	\$	<u>                    </u>
10. Collected in Cash: In 2010	82121-00	\$	<u>337,389.24</u>
In 2011 *	82122-00	\$	<u>23,965,713.04</u>
State's Share of 2011 Senior Citizens and Veteran's Deductions Allowed	82123-00	\$	<u>176,748.29</u>
Total to Line 14	82111-00	\$	<u><u>24,479,850.57</u></u>
11. Total Credits		\$	<u><u>24,613,360.93</u></u>
12. Amount Outstanding December 31, 2011	83120-00	\$	<u>594,356.07</u>
13. Percentage of Cash Collections to Total 2011 Levy, (Item 10 divided by Item 5) is			<u>97.11%</u> %
	82112-00		

**Note: If municipality conducted Accelerated Tax Sale or Tax Levy Sale check here** \_\_\_\_\_ **& complete sheet 22a.**

14. Calculation of Current Taxes Realized in Cash:			
Total of Line 10		\$	<u>24,479,850.57</u>
Less: Reserve for Tax Appeals Pending State Division of Tax Appeals		\$	<u>                    </u>
To Current Taxes Realized in Cash (Sheet 17)		\$	<u>24,479,850.57</u>

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

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

\* Include overpayments applied as part of 2011 collections.

\*\* Tax appeals pursuant to RS 54:48-1 et seq approved by resolution governing body prior to  
introduction of municipal budget.

**ACCELERATED TAX SALE / TAX LEVY SALE - CHAPTER 99**

**To Calculate Underlying Tax Collection Rate For 2011**

Utilize this sheet only if you conducted an accelerated Tax Sale or Tax Levy Sale pursuant to Chapter 99, P.L. 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 2011 Tax Levy..... \$ \_\_\_\_\_

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

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**(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 2011 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 January 1, 2011	XXXXXXXXXX	XXXXXXXXXX
Due From State of New Jersey	\$87,682.34	XXXXXXXXXX
Due To State of New Jersey	XXXXXXXXXX	
2. Sr. Citizens Deductions Per Tax Billings	48,500.00	XXXXXXXXXX
3. Veterans Deductions Per Tax Billings	126,250.00	XXXXXXXXXX
4. Sr. Citizens Deductions Allowed By Tax Collector	2,996.79	XXXXXXXXXX
5. Veterans Deductions Allowed By Tax Collector	1,000.00	
6.		
7. Sr. Citizens Deductions Disallowed By Tax Collector	XXXXXXXXXX	\$1,998.50
8. Sr. Citizens Deductions Disallowed By Tax Collector 2010 Taxes	XXXXXXXXXX	
9. Received in Cash from State	XXXXXXXXXX	169,221.61
10.		
11.		
12. Balance December 31, 2011	XXXXXXXXXX	XXXXXXXXXX
Due From State of New Jersey	XXXXXXXXXX	95,209.02
Due To State of New Jersey		XXXXXXXXXX
	\$266,429.13	\$266,429.13

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

Line 2	48,500.00
Line 3	126,250.00
Line 4	2,996.79
Line 5	1,000.00
Sub-Total	178,746.79
Less: Line 7	1,998.50
To Item 10, Sheet 22	<u>176,748.29</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 January 1, 2011	xxxxxxx	
Taxes Pending Appeals	xxxxxxx	xxxxxxx
Interest Earned on Taxes Pending Appeals	xxxxxxx	xxxxxxx
Contested Amount of 2011 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)	xxxxxxx	
Interest Earned on Taxes Pending State Appeals	xxxxxxx	
2011 Budget Appropriation		
Cash Paid to Appellants (Including 5% Interest from Date of Payment) Closed to Results of Operations (Portion of Appeal won by Municipality, Including Interest)		xxxxxxx
		xxxxxxx
Balance December 31, 2011		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, 2011.

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

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

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

		YEAR 2012	YEAR 2011
1. Total General Appropriations for 2011 Municipal Budget Statement item 8 (L) (Exclusive of Reserve for Uncollected Taxes) 80015-			xxxxxxxxxx
2. Local District School Tax - School Budget	Actual 80016-		\$13,130,255.00
	Estimate ** 80017-		xxxxxxxxxx
3. Vocational School Tax -	Actual		
	Estimate * 80018-		xxxxxxxxxx
4. Regional School District Tax -	Actual		
	Estimate * 80019-		xxxxxxxxxx
5. Regional High School Tax - School Budget	Actual 80020-		3,536,172.94
	Estimate * 80021-		xxxxxxxxxx
6. County Tax	Actual 80022-		
	Estimate * 80023-		xxxxxxxxxx
7. Special District/ Open Space Taxes			xxxxxxxxxx
8. Total General Appropriations & Other Taxes 80024-01			
9. Less: Total Anticipated Revenues from 2012 in Municipal Budget (Item 5) 80024-02			
10. Cash Required from 2012 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)			* May not be stated in an amount less than "actual" Tax of 2011.  ** Must be stated in the amount of the proposed budget submitted by the Local Board of Education to the Commissioner of Education on January 15, 2012 (Chap. 136, P.L. 1978). Consideration must be given to calendar year calculation.
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			

**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 2011, 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 \_\_\_\_\_ %  
 ((2012 Estimated Total Levy - 2011 Total Levy) / 2011 Total Levy)

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

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

**2012 Reserve for Uncollected Taxes Appropriation Calculation (Actual)**

1. Subtotal General Appropriations (item 8(l) budget sheet 29) \$ \_\_\_\_\_

2. Taxes not Included in the Budget (AFS 25, items 2 thru 7) \$ \_\_\_\_\_

**Total** \$ \_\_\_\_\_

3. Less: Anticipated Revenues (item 5, budget sheet 11) \$ \_\_\_\_\_

4. Cash Required \$ \_\_\_\_\_

5. Total Required at \_\_\_\_\_ % (items 4+6) \$ \_\_\_\_\_

6. Reserve for Uncollected Taxes (item E above) \$ \_\_\_\_\_

## SCHEDULE OF DELINQUENT TAXES AND TAX TITLE LIENS

			Debit	Credit
1. Balance, January 1, 2011			\$578,357.09	xxxxxxx
A. Taxes	83102-00	\$532,914.34	xxxxxxx	xxxxxxx
B. Tax Title Liens	83103-00	45,442.75	xxxxxxx	xxxxxxx
2. Canceled:			xxxxxxx	xxxxxxxxx
A. Taxes		83105-00	xxxxxxx	\$224.36
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			6,250.00	xxxxxxx
5. Added Tax Title Liens			2,084.00	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	586,466.73
8. Totals			\$586,691.09	\$586,691.09
9. Balance Brought Down			\$586,466.73	xxxxxxx
10. Collected:			xxxxxxx	\$546,989.11
A. Taxes	83116-00	\$538,938.88	xxxxxxx	xxxxxxx
B. Tax Title Liens	83117-00	8,050.23	xxxxxxx	xxxxxxx
11. Interest and Costs - 2011 Tax Sale				xxxxxxx
12. 2011 Taxes Transferred to Liens			12,833.97	xxxxxxx
13. 2011 Taxes			594,356.07	xxxxxxx
14. Balance December 31, 2011			xxxxxxx	646,667.66
A. Taxes	83121-00	\$594,357.17	xxxxxxx	xxxxxxx
B. Tax Title Liens	83122-00	52,310.49	xxxxxxx	xxxxxxx
15. Totals			\$1,193,656.77	\$1,193,656.77

16. Percentage of Cash Collections to Adjusted Amount Outstanding  
(Item No. 10 divided by Item No. 9) is 93.27%

17. Item No. 14 multiplied by percentage shown above is \$603,137.65 and represents the maximum amount that may be anticipated in 2011. 83125-00

(See Note A on Sheet 22 - Current Taxes)

(1) These amounts will always be the same.

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

		Debit	Credit
1. Balance, January 1, 2011	84101-00	\$196,229.11	xxxxxxx
2. Foreclosed or Deeded in 2011		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, 2011	84114-00	xxxxxxx	\$196,229.11
		\$196,229.11	\$196,229.11

**CONTRACT SALES**

NOT APPLICABLE

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

**MORTGAGE SALES**

NOT APPLICABLE

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

Analysis of Sale of Property:

\* Total Cash Collected in 2011 84125-00

Realized in 2011 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.)

<u>Caused By</u>	Amount Dec. 31, 2010 per Audit Report	Amount in 2011 Budget	Amount Resulting from 2011	Balance as at Dec. 31, 2011
1. Emergency Authorizations - Municipal*	\$ 1,938.00	\$ 1,938.00	\$ 30,000.00	\$ 30,000.00
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 2012</u>
1.	_____	_____	\$ _____	\$ _____
2.	_____	_____	\$ _____	\$ _____
3.	_____	_____	\$ _____	\$ _____





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

		Debit	Credit	2012 Debt Service
Outstanding January 1, 2011	80033-01	xxxxxxx	\$5,952,000.00	
Issued	80033-02	xxxxxxx		
Paid	80033-03	\$789,000.00	xxxxxxx	
Outstanding, December 31, 2011	80033-04	5,163,000.00	xxxxxxx	
		\$5,952,000.00	\$5,952,000.00	
2012 Bond Maturities - General Capital Bonds			80033-05	\$ 775,000.00
2012 Interest on Bonds*		80033-06	\$204,255.00	
<b>NOT APPLICABLE</b>				

**ASSESSMENT SERIAL BONDS**

Outstanding January 1, 2011	80033-07	xxxxxxx		
Issued	80033-08	xxxxxxx		
Paid	80033-09		xxxxxxx	
Outstanding, December 31, 2011	80033-10		xxxxxxx	
2012 Bond Maturities - Assessment Bonds			80033-11	\$
2012 Interest on Bonds*		80033-12		
Total "Interest on Bonds - Debt Service" (*Items)			80033-13	\$ 204,255.00
<b>NOT APPLICABLE</b>				

**LIST OF BONDS ISSUED DURING 2011**

Purpose	2012 Maturity	Amount Issued	Date of Issue	Interest Rate
	<b>NOT APPLICABLE</b>			
Total				
	80033-14	80033-15		

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2012 DEBT SERVICE FOR LOANS  
(MUNICIPAL) GENERAL CAPITAL LOANS**

		Debit	Credit	2012 Debt Service
Outstanding January 1, 2011	80033-01	xxxxxxx	244,597.52	
Issued	80033-02	xxxxxxx		
Paid	80033-03	77,550.89	xxxxxxx	
Outstanding, December 31, 2011	80033-04	167,046.63	xxxxxxx	
		244,597.52	244,597.52	
2012 Loan Maturities			80033-05	\$ 84,291.03
2012 Interest on Loans			80033-06	\$ 3,600.00
Total 2012 Debt Service for Wastewater Treatment Loan			80033-13	\$ 87,891.03

**INFRASTRUCTURE LOANS**

**NOT APPLICABLE**

Outstanding January 1, 2011	80033-07	xxxxxxx		
Issued	80033-08	xxxxxxx		
Paid	80033-09		xxxxxxx	
Outstanding, December 31, 2011	80033-10		xxxxxxx	
2012 Loan Maturities			80033-11	\$
2012 Interest on Loans			80033-12	\$
Total 2012 Debt Service for _____ Loan			80033-13	\$

**LIST OF LOANS ISSUED DURING 2011**

**NOT APPLICABLE**

Purpose	2012 Maturity	Amount Issued	Date of Issue	Interest Rate
Total				

80033-14

80033-15

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2012 DEBT SERVICE FOR BONDS**

NOT APPLICABLE

**TYPE I SCHOOL TERM BONDS**

		Debit	Credit	2012 Debt Service
Outstanding January 1, 2011	80034-01	xxxxxxx		
Paid	80034-03		xxxxxxx	
Outstanding, December 31, 2011	80033-04		xxxxxxx	
2012 Bond Maturities - Term Bonds	80034-04		\$	
2012 Interest on Bonds*	80034-05		\$	

NOT APPLICABLE

**TYPE I SCHOOL SERIAL BONDS**

Outstanding January 1, 2011	80034-06	xxxxxxx		
Issued	80034-07	xxxxxxx		
Paid	80034-08		xxxxxxx	
Outstanding, December 31, 2011	80034-09		xxxxxxx	
2012 Interest on Bonds*	80034-10		\$	
2012 Bond Maturities - Serial Bonds	80034-11		\$	
Total "Interest on Bonds - Type I School Debt Service" (*Items)	80034-12		\$	

NOT APPLICABLE

**LIST OF BONDS ISSUED DURING 2011**

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

NOT APPLICABLE

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

		Outstanding Dec. 31, 2011	2012 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, 2011	Date of Maturity	Rate of Interest	2012 Budget Requirement		Interest Computed to (Insert Date)
							For Principal	For Interest **	
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									
11.									
12.									
13.									
14.									
15.									
16.									
17.									
	<b>Total</b>								

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, 2009 or prior must be appropriated in full in the 2012 Dedicated Assessment Budget or written intent of permanent financing submitted with statement.

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

(Do not crowd - add additional sheets)

**SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS**

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

NOT APPLICABLE







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

		Debit	Credit
Balance January 1, 2011	80029-01	xxxxxxx	\$177,361.95
Premium on Sale of Notes		xxxxxxx	
Funded Improvement Authorizations Canceled		xxxxxxx	
State Aid Received on Funded Ordinance			
Canceled Accounts Receivable			
Appropriated to Finance Improvement Authorizations	80029-02		xxxxxxx
Appropriated to 2011 Budget Revenue	80029-03	\$100,000.00	xxxxxxx
Balance December 31, 2011	80029-04	77,361.95	xxxxxxx
		\$177,361.95	\$177,361.95

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, 2011			\$ _____
2. Amount of Cash in Special Trust Fund as of December 31, 2011 (Note A)			\$ _____
3. Amount of Bonds Issued Under Item 1 Maturing in 2012		\$ _____	
4. Amount of Interest on Bonds with a Covenant - 2012 Requirement		\$ _____	
5. Total of 3 and 4 - Gross Appropriation		\$ _____	
6. Less Amount of Special Trust Fund to be Used		\$ _____	
7. Net Appropriation Required			\$ _____

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

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

Item 5 must be shown as an item of appropriation, short extended, with Item 6 shown directly following as a deduction and with the amount of Item 7 extended into the 2011 appropriation column.

# 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 2011 was   | \$ | 25,207,717.00 |
| 2. Amount of Item 1 Collected in 2011 (*) | \$ | 24,479,850.57 |
| 3. Seventy (70) percent of Item 1         | \$ | 17,645,401.90 |
- (\*) Including prepayments and overpayments applied.

- B.
1. Did any maturities of bonded obligations or notes fall due during the year 2011?  
 Answer YES or NO       YES
2. Have payments been made for all bonded obligations or notes due on or before December 31, 2011?  
 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 2012 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 2010   |  | N |
| 2. 4% of 2010 Tax Levy for all purposes:<br>Levy -- \$ _____ |  | O |
| 3. Cash Deficit 2011   |  | N |
| 4. 4% of 2011 Tax Levy for all purposes:<br>Levy -- \$ _____ |  | E |

E. Unpaid	<u>2010</u>	<u>2011</u>	<u>Total</u>
1. State Taxes	\$ _____	\$ _____	\$ _____
2. County Taxes	\$ _____	\$ _____	\$ _____
3. Amounts due Special Districts	\$ _____	\$ _____	\$ _____
4. Amounts due School Districts for Regional School Tax	\$ _____	\$ _____	\$ _____

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

**UTILITIES ONLY**

**Note:**

If no "utility fund" existed on the books of account and if no utility was owned and operated by the municipality during the year 2011, please observe instructions on Sheet 2.





**ANALYSIS OF WATER UTILITY ASSESSMENT TRUST CASH AND INVESTMENTS  
PLEGED TO LIABILITIES AND SURPLUS**

NOT APPLICABLE

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2010	RECEIPTS				Disbursements	Balance Dec. 31, 2011
		Assessments and Liens	Operating Budget				
Assessment Serial Bond Issues:	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	
Assessment Bond Anticipation Note Issues:	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	
Other Liabilities							
Trust Surplus							
*Less Assets "Unfinanced"	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	

\*Show as red figure

# SCHEDULE OF WATER UTILITY BUDGET - 2011

## 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-		
Rents	91303-		
Fire Hydrant Service	91304-		
Miscellaneous	91305-		
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

NOT APPLICABLE

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 2011 OPERATION

## WATER UTILITY

**NOT APPLICABLE**

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2011 Water Utility Budget contained either an item of revenue "Deficit (General Budget)" or an item of appropriation "Surplus (General Budget)"  
Section 2 should be filled out in every case.

**SECTION 1:**

Revenue Realized:	XXXXXXXX	
Budget Revenue (Not Including "Deficit (General Budget)")		
Miscellaneous Revenue Not Anticipated		
2009 Appropriation Reserves 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 2011 Operation"		
Remainder = ("Excess in Operations" - Sheet 46)		
Deficit		
Anticipated Revenue - Deficit (General Budget)**		
Balance of "Results of 2011 Operation"		
Remainder = ("Operating Deficit - to Trial Balance" - Sheet 46)		

**SECTION 2:**

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

2010 Appropriation Reserves Canceled in 2011		
Less: Anticipated Deficit in 2010 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 2011 OPERATIONS - WATER UTILITY

NOT APPLICABLE

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXXXX	
Unexpended Balances of Appropriations	XXXXXXXXXX	
Miscellaneous Revenue Not Anticipated	XXXXXXXXXX	
Unexpended Balances of 2010 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 - WATER UTILITY

NOT APPLICABLE

	Debit	Credit
Balance January 1, 2011	XXXXXXXXXX	
Excess in Results of 2011 Operations	XXXXXXXXXX	
Amount Appropriated in 2011 Budget - Cash		XXXXXXXXXX
Amount Appropriated in 2011 Budget with Prior Written Consent of Director of Local Government Services		XXXXXXXXXX
Balance December 31, 2011		XXXXXXXXXX

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

NOT APPLICABLE

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 2012 BUDGET.

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

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

**SCHEDULE OF WATER UTILITY ACCOUNTS RECEIVABLE**

**NOT APPLICABLE**

Balance December 31, 2010	_____
Increased by:	
Water Rents Levied	_____
Decreased by:	
Collections	_____
Overpayments applied	_____
Transfer to Water Liens	_____
Other	_____
	_____
Balance December 31, 2011	_____

**SCHEDULE OF WATER UTILITY LIENS**

**NOT APPLICABLE**

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

**DEFERRED CHARGES**

**- MANDATORY CHARGES ONLY -**

**WATER UTILITY FUND**

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

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

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

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 2012</u>
1. _____	_____	_____	\$ _____	_____
2. _____	_____	_____	\$ _____	_____
3. _____	_____	_____	\$ _____	_____
4. _____	_____	_____	\$ _____	_____

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2012 DEBT SERVICE FOR BONDS  
WATER UTILITY ASSESSMENT BONDS**

NOT APPLICABLE

	Debt	Credit	2012 Debt Service
Outstanding January 1, 2011	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXX	
Outstanding December 31, 2011		XXXXXXX	
2012 Bond Maturities - Assessment Bonds			\$
2012 Interest on Bonds*		\$	

NOT APPLICABLE

**WATER UTILITY CAPITAL BONDS**

Outstanding January 1, 2011	XXXXXXX		
Issued	XXXXXXX		
Paid		XXXXXXX	
Outstanding, December 31, 2011		XXXXXXXXXX	
2012 Bond Maturities - Capital Bonds			\$
2012 Interest on Bonds*		\$	

NOT APPLICABLE

**INTEREST ON BONDS - WATER UTILITY BUDGET**

2012 Interest on Bonds (*Items)	\$	
Less: Interest Accrued to 12/31/11 (Trial Balance)	\$	
Subtotal	\$	
Add: Interest to be Accrued as of 12/31/12	\$	
Required Appropriation 2012		\$

NOT APPLICABLE

**LIST OF BONDS ISSUED DURING 2011**

Purpose	2012 Maturity	Amount Issued	Date of Issue	Interest Rate

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2012 DEBT SERVICE FOR LOANS  
WATER UTILITY ASSESSMENT LOANS**

NOT APPLICABLE

	Debt	Credit	2012 Debt Service
Outstanding January 1, 2011	xxxxxxxxx		
Issued	xxxxxxxxx		
Paid		xxxxxxx	
Outstanding December 31, 2011		xxxxxxx	
2012 Loan Maturities - Assessment Loans			\$
2012 Interest on Loans*		\$	

NOT APPLICABLE

**WATER UTILITY CAPITAL LOANS**

Outstanding January 1, 2011	xxxxxxx		
Issued	xxxxxxx		
Paid		xxxxxxx	
Outstanding, December 31, 2011		xxxxxxxxx	
2012 Loan Maturities - Capital Loans			\$
2012 Interest on Loans*		\$	

NOT APPLICABLE

**INTEREST ON LOANS - WATER UTILITY BUDGET**

2012 Interest on Loans (*Items)	\$	
Less: Interest Accrued to 12/31/11 (Trial Balance)	\$	
Subtotal	\$	
Add: Interest to be Accrued as of 12/31/12	\$	
Required Appropriation 2012		\$

NOT APPLICABLE

**LIST OF LOANS ISSUED DURING 2011**

Purpose	2012 Maturity	Amount Issued	Date of Issue	Interest Rate



## 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, 2011	Date of Maturity	Rate of Interest	2012 Budget Requirement		Interest Computed to (Insert Date)
							For Principal	For Interest **	
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									
11.									
12.									
13.									
14.									
15.									
<b>Total</b>									

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

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

Utility Assessment Notes with an original date of issue of December 31, 2009 or prior must be appropriated in full in the 2012 Dedicated Utility Assessment Budget or written intent of permanent financing submitted.

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

(Do not crowd - add additional sheets)

# SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

NOT APPLICABLE

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



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

NOT APPLICABLE

	Debit	Credit
Balance January 1, 2011	XXXXXXXXXX	
Received from 2011 Budget Appropriation *	XXXXXXXXXX	
	XXXXXXXXXX	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	XXXXXXXXXX	
List by Improvements - Direct Charges Made for Preliminary Costs:	XXXXXXXXXX	XXXXXXXXXX
		XXXXXXXXXX
Appropriated to Finance Improvement Authorizations		XXXXXXXXXX
		XXXXXXXXXX
Balance December 31, 2011		XXXXXXXXXX

NOT APPLICABLE

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

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

\* The full amount of the 2010 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.













# STATEMENT OF 2011 OPERATION

## SEWER UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2011 Sewer Utility Budget contained either an item of revenue "Deficit (General Budget)" or an item of appropriation "Surplus (General Budget)"  
Section 2 should be filled out in every case.

### SECTION 1:

Revenue Realized:	XXXXXXXX	
Budget Revenue (Not Including "Deficit (General Budget)")		
Miscellaneous Revenue Not Anticipated		
2010 Appropriation Reserves Canceled*		
Cancel Reserve		
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 2011 Operation"		
Remainder = ("Excess in Operations" - Sheet 60)		
Deficit		
Anticipated Revenue - Deficit (General Budget)**		
Balance of "Results of 2011 Operation"		
Remainder = ("Operating Deficit - to Trial Balance" - Sheet 60)		

### SECTION 2:

The following item of "2010 Appropriation Reserves Canceled in 2011" is due to the current fund TO THE EXTENT OF the amount received and due from the general budget of 2010 for an anticipated deficit in the sewer utility for 2010:

2010 Appropriation Reserves Canceled in 2011	340,791.50	
Less: Anticipated Deficit in 2010 Budget - Amount Received and Due from Current Fund - If none, enter "None"	None	
* Excess (Revenue Realized)		\$340,791.50

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

## RESULTS OF 2011 OPERATIONS - SEWER UTILITY

	Debit	Credit
Excess in Anticipated Revenues	xxxxxxxxxx	
Unexpended Balances of Appropriations	xxxxxxxxxx	
Miscellaneous Revenue Not Anticipated	xxxxxxxxxx	16,311.42
Unexpended Balances of 2010 Appropriation Reserves *	xxxxxxxxxx	340,791.50
Canceled Reserve		399.18
Deficit in Anticipated Revenue	49,847.65	xxxxxxxxxx
Refund of Prior Year Revenue		xxxxxxxxxx
Operating Deficit - to Trial Balance	xxxxxxxxxx	
Excess in Operations - to Operating Surplus	\$307,654.45	xxxxxxxxxx
* See restriction in amount on Sheet 45, SECTION 2	\$357,502.10	\$357,502.10

### OPERATING SURPLUS - SEWER UTILITY

	Debit	Credit
Balance January 1, 2011	xxxxxxxxxx	\$595,184.45
Excess in Results of 2011 Operations	xxxxxxxxxx	307,654.45
Amount Appropriated in 2011 Budget - Cash	\$250,000.00	xxxxxxxxxx
Amount Appropriated in 2011 Budget with Prior Written Consent of Director of Local Government Services		xxxxxxxxxx
Anticipated as Current Fund Revenue	130,000.00	
Balance December 31, 2011	522,838.90	xxxxxxxxxx
	\$902,838.90	\$902,838.90

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

Cash		\$878,872.46
Investments		
Interfund Accounts Receivable		
Subtotal		878,872.46
Deduct Cash Liabilities Marked with "C" on Trial Balance		356,033.56
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		522,838.90
Other Assets Pledged to Operating Surplus *		
Deferred Charges #		
Operating Deficit #		
Total Other Assets		
		\$522,838.90

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

Balance December 31, 2010		\$228,030.28
Increased by:		
Sewer Rents Levied		1,851,392.31
Decreased by:		
Collections	\$1,898,532.35	
Overpayments & Prepaid Applied		
Transfer to Sewer Liens	200.00	
Other		
		1,898,732.35
Balance December 31, 2011		\$180,690.24

## SCHEDULE OF SEWER UTILITY LIENS

Balance December 31, 2010		\$613.44
Increased by:		
Transfers from Accounts Receivable	\$200.00	
Penalties and Costs		
Other		
Decreased by:		
Collections		
Other		
Balance December 31, 2011		\$813.44

Not Applicable

### 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.)

<u>Caused By</u>	Amount Dec. 31, 2010 per Audit Report	Amount in 2011 Budget	Amount Resulting from 2011	Balance as at Dec. 31, 2011
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 2012</u>
1.	_____	_____	\$ _____	_____
2.	_____	_____	\$ _____	_____
3.	_____	_____	\$ _____	_____
4.	_____	_____	\$ _____	_____

Not Applicable

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2012 DEBT SERVICE FOR BONDS  
SEWER UTILITY ASSESSMENT BONDS**

	Debt	Credit	2012 Debt Service
Outstanding January 1, 2011	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXX	
Outstanding December 31, 2011		XXXXXXX	
2012 Bond Maturities - Assessment Bonds			\$
2012 Interest on Bonds*		\$	

NOT APPLICABLE

**SEWER UTILITY CAPITAL BONDS**

Outstanding January 1, 2011	XXXXXXX		
Issued	XXXXXXX		
Paid		XXXXXXX	
Outstanding, December 31, 2011		XXXXXXX	
2012 Bond Maturities - Capital Bonds			\$
2012 Interest on Bonds*		\$	

Not Applicable

**INTEREST ON BONDS - SEWER UTILITY BUDGET**

2012 Interest on Bonds (*Items)	\$	
Less: Interest Accrued to 12/31/11 (Trial Balance)	\$	
Subtotal	\$	
Add: Interest to be Accrued as of 12/31/12	\$	
Required Appropriation 2012		\$

Not Applicable

**LIST OF BONDS ISSUED DURING 2011**

Purpose	2012 Maturity	Amount Issued	Date of Issue	Interest Rate

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2012 DEBT SERVICE FOR LOANS  
SEWER UTILITY ASSESSMENT LOANS**

Not Applicable

	Debt	Credit	2012 Debt Service
Outstanding January 1, 2011	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXXXXX	
Outstanding December 31, 2011		XXXXXXXXXX	
2012 Loan Maturities - Assessment Loans			\$
2012 Interest on Loans*		\$	

Not Applicable

**SEWER UTILITY CAPITAL LOANS**

Outstanding January 1, 2011	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXXXXX	
Outstanding, December 31, 2011		XXXXXXXXXX	
2012 Loan Maturities - Capital Loans			\$
2012 Interest on Loans*		\$	

Not Applicable

**INTEREST ON LOANS - SEWER UTILITY BUDGET**

2012 Interest on Loans (*Items)	\$	
Less: Interest Accrued to 12/31/11 (Trial Balance)	\$	
Subtotal	\$	
Add: Interest to be Accrued as of 12/31/12	\$	
Required Appropriation 2012		\$

Not Applicable

**LIST OF LOANS ISSUED DURING 2011**

Purpose	2012 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, 2011	Date of Maturity	Rate of Interest	2012 Budget Requirement		Interest Computer to (Interest Date)
						For Principal	For Interest **	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
Total								

INTEREST ON NOTES - WATER UTILITY BUDGET	
2012 Interest on Notes	\$
Less: Interest Accrued to 12/31/11 (Trial Balance)	\$
Subtotal	\$
Add: Interest to be Accrued as of 12/31/12	\$
Required Appropriation - 2012	\$

Important: If there is more than one utility in the municipality, identify each note.  
 Memo: Designate all "Capital Notes" issued under N.J.S. 40A:2-8(b) with "C". Such notes must be retired at the rate of 20% of the original amount issued annually.

\*See Sheet 33 for clarification of "Original Date of Issue".  
 All notes with an original date of issue of 2009 or prior require one legal payable installment to be budgeted if it is contemplated that such notes will be renewed in 2012 or written intent of permanent financing submitted.

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

(Do not crowd - add additional sheets)



## SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

NOT APPLICABLE

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



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

	Debit	Credit
Balance January 1, 2011	XXXXXXXXXX	\$77,955.00
Received from 2011 Budget Appropriation *	XXXXXXXXXX	
	XXXXXXXXXX	XXXXXXXXXX
		XXXXXXXXXX
Appropriated to Finance Improvement Authorizations		XXXXXXXXXX
		XXXXXXXXXX
Balance December 31, 2011	\$77,955.00	XXXXXXXXXX
	\$77,955.00	\$77,955.00

**SEWER UTILITY CAPITAL FUND**

**SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS**

NOT APPLICABLE

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

\* The full amount of the 2011 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 2011

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

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

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

## INDEX

1,1a., & 1b.	Certification and Affidavit
1c.	Municipal Budget Local Examination Certification
1d.	Report of Federal and State Financial Assistance Expenditures of Awards
2.	Instructions and Certification
3., 3a, & 3b.	Trial Balance - Current Fund
4.	Trial Balance - Public Assistance Fund
5.	Trial Balance - Federal and State Funds
6, 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
9. & 9a.	Cash Reconciliation
10. & 10a.	Federal and State Grants Receivable
11. & 11a.	Appropriated Reserves for Federal and State Grants
12.	Unappropriated Reserves for Federal and State Grants
13.	Local District School Tax - County Vocational School Tax
14.	Regional School Tax - Regional High School Tax
15.	County Taxes Payable - Special District Taxes
16.	Reserves for State and Federal Aid for Library Services
17. & 17a.	General Budget Revenues
17.	Allocation of Current Tax Collections
18.	General Budget Appropriations
18.	Emergency Appropriations for Local District School Purposes
19.	Results of 2011 Operation - Current Fund
20.	Schedule of Miscellaneous Revenues Not Anticipated
21.	Surplus Account and Analysis of Balance
22.	Current Tax Levy
22a.	Accelerated Tax Sale/Tax Levy Sale Chapter 99 to Calculate Underlying Tax collection Rate for 2011
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 for Uncollected Taxes Appropriation
26.	Delinquent Taxes and Tax Title Liens
27.	Foreclosed Property; Contract Sales; Mortgage Sales
28.	Deferred Charges and List of Judgments - Current
29.	Emergency - Tax Map; Revaluation; Master Plan; Revisions and Codification of Ordinance; Drainage Maps for Flood Control; Preliminary Studies, etc. for Sanitary Sewer System, Municipal Consolidation Act; Flood or Hurricane Damage
30.	Emergency - Damage to Roads and Bridges by Snow, Ice, etc.; Public Exigencies Caused by Civil Disturbances
31. & 31a.	Summary Statement of Debt Service Requirements - Municipal (or County)
32.	Summary Statement of Debt Service Requirements - School Type I and Current
33.	Debt Service for Notes (Other than Assessment Notes)
34.	Debt Service for Assessment Notes
34a.	Schedule of Capital Lease Program Obligations
35., 35a., 35b.	Improvement Authorizations
36.	Capital Improvement Fund
37.	Down Payment
37.	Capital Improvements Authorized in 2011
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., & 55a.	Trial Balance - Utility Fund
42. & 56.	Trial Balance - Utility Assessment Trust Funds
43. & 57.	Analysis of Utility Assessment Trust Cash and Investments Pledged to Liabilities and Surplus
44. & 58.	Utility Revenues and Appropriations
45. & 59.	2011 Operations - Utility Fund
46. & 60.	Results of Operations, Operating Surplus and Analysis
47. & 61.	Utility Accounts Receivable; Utility Liens
48. & 62.	Deferred Charges and List of Judgments - Utility
49. & 63.	Summary Statement of Debt Service Requirements
49a. & 63a.	Summary Statement of Loan Requirements
50. & 64.	Debt Service for Utility Notes (Other than Utility Assessment Notes)
51. & 65.	Debt Service for Utility Assessment Notes
51a. & 65a.	Schedule of Capital Lease Program Obligation
52. & 66.	Improvement Authorizations (Utility Capital)
53. & 67.	Capital Improvement Fund and Down Payments
54. & 68.	Utility Capital Improvements Authorized in 2011; Utility Capital Surplus