

**ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2018  
(UNAUDITED)**

POPULATION LAST CENSUS 2,588  
 NET VALUATION TAXABLE 2018 730,738,835  
 MUNICODE 1815

**FIVE DOLLARS PER DAY PENALTY IF NOT FILED BY:  
 COUNTIES - JANUARY 26, 2019  
 MUNICIPALITIES - FEBRUARY 10, 2019**

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

Borough of Peapack - Gladstone, County of Somerset

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

	Date	Examined By:
1		Preliminary Check
2		Examined

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

Signature Heidi Wohlleb of Nisivoccia LLP  
 Title Registered Municipal Accountant

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

**REQUIRED CERTIFICATION BY CHIEF FINANCIAL OFFICER:**

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

Further, I do hereby certify that I Mary P. Robinson, am the Chief Financial Officer, License # N-0663, of the Borough of Peapack - Gladstone, County of Somerset and that the statements annexed hereto and made a part hereof are true statements of the financial condition of the Local Unit as at December 31, 2018, completely in compliance with N.J.S. 40A:5-12, as amended. I also give complete assurances as to the veracity of required information included herein, needed prior to certification by the Director of Local Government Services, including the verification of cash balances as of December 31, 2018.

Signature \_\_\_\_\_  
 Title Chief Financial Officer  
 Address P.O. Box 218, 1 School Street, Peapack, New Jersey 07977  
 Phone Number (908) 234-2250  
 Fax Number (908) 781-0042  
 Email mrobinson@peapackgladstone.org

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

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

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

I have prepared the post-closing trial balances, related statements and analyses included in the accompanying Annual Financial Statement from the books of account and records made available to me by the Borough of Peapack - Gladstone as of December 31, 2018 and have applied certain agreed-upon procedures thereon as promulgated by the Division of Local Government Services, solely to assist the Chief Financial Officer in connection with the filing of the Annual Financial Statement for the year then ended as required by N.J.S. 40A:5-12, as amended.

Because the agreed-upon procedures do not constitute an examination of accounts made in accordance with generally accepted auditing standards, I do not express an opinion on any of the post-closing trial balances, related statements and analyses. In connection with the agreed-upon procedures, ~~(except for circumstances as set forth below, no matters)~~ or (no matters) ~~[eliminate one]~~ came to my attention that caused me to believe that the Annual Financial Statement for the year ended 2018 is not in substantial compliance with the requirements of the State of New Jersey, Department of Community Affairs, Division of Local Government Services. Had I performed additional procedures or had I made an examination of the financial statements in accordance with generally accepted auditing standards, other matters might have come to my attention that would have been reported to the governing body and the Division. This Annual Financial Statement relates only to the accounts and items prescribed by the Division and does not extend to the financial statements of the municipality/county, taken as a whole.

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

NONE

	<u>Heidi Wohlleb</u>
	(Registered Municipal Accountant)
	<u>Nisivoccia LLP</u>
	(Firm Name)
	<u>Mount Arlington Corporate Center</u>
	(Address)
	<u>200 Valley Road, Suite 300</u>
	(Address)
Certified by me	<u>Mount Arlington, New Jersey 07856-1320</u>
	(Address)
this _____ day of _____, 2019.	<u>973-328-1825</u>
	(Phone Number)
	<u>hwohlleb@nisivoccia.com</u>
	(Email)
	<u>973-328-0507</u>
	(Fax Number)

**MUNICIPAL BUDGET LOCAL EXAMINATION QUALIFICATION CERTIFICATION  
BY  
CHIEF FINANCIAL OFFICER**

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

**CERTIFICATION OF QUALIFYING MUNICIPALITY**

1. The outstanding indebtedness of the previous fiscal year is **not in excess of 3.5%**;
2. All emergencies approved for the previous fiscal year **did not exceed 3%** of total appropriations;
3. The tax collection rate **exceeded 90%**;
4. 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 previous fiscal year.
7. The municipality **did not** conduct an accelerated tax sale for less than 3 consecutive years.
8. The municipality **did not** conduct a tax levy sale the previous fiscal year and does not plan to conduct one in the current year.
9. The current year budget does not contain a levy or appropriation "CAP" referendum.
10. The municipality will not apply for Transitional Aid for 2019.

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: Borough of Peapack - Gladstone  
Chief Financial Officer: Mary P. Robinson  
Signature: \_\_\_\_\_  
Certificate #: N-0663  
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: \_\_\_\_\_  
Chief Financial Officer: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Certificate #: \_\_\_\_\_  
Date: \_\_\_\_\_

22-600-2202

Fed I.D. #

Borough of Peapack - Gladstone

Municipality

Somerset

County

Report of Federal and State Financial Assistance

Expenditure of Awards

Fiscal Year Ending: 12/31/2018

	(1) Federal programs Expended (administered by the State)	(2) State Programs Expended	(3) Other Federal Programs Expended
TOTAL	\$ 7,370.00	\$ 8,157.82	\$ -0-

Type of Audit required by US Uniform Guidance and NJ OMB 15-08

- Single Audit
- Program Specific Audit
- Financial Statement Audit Performed in Accordance With Government Auditing Standards (Yellow Book)

Note: All local governments, who are recipients of federal and state awards (financial assistance), must report the total amount of federal and state funds expended during its fiscal year and the type of audit required to comply with US Uniform Guidance and NJ OMB 15-08. The single audit threshold has been increased to \$750,000 beginning with Fiscal Year starting 1/1/2015.

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

Signature of Chief Financial Officer

Date

**IMPORTANT!**  
**READ INSTRUCTIONS**

**INSTRUCTION**

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 2018 and that sheets 40 to 68 are unnecessary.

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

Name \_\_\_\_\_  
N/A Title Registered Municipal Accountant

(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, 2018**

Certification is hereby made that the Net Valuation Taxable of property liable to taxation for the tax year 2019 and filed with the County Board of Taxation on January 10, 2019 in accordance with the requirement of N.J.S.A. 54:4-35, was in the amount of \$ \_\_\_\_\_.

\_\_\_\_\_  
SIGNATURE OF TAX ASSESSOR  
Borough of Peapack - Gladstone  
\_\_\_\_\_  
MUNICIPALITY  
Somerset  
\_\_\_\_\_  
COUNTY



NOTE THAT A TRIAL BALANCE IS REQUIRED AND NOT A BALANCE SHEET  
**POST CLOSING**  
**TRIAL BALANCE - CURRENT FUND (CONT'D)**  
AS OF DECEMBER 31, 2018

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

Title of Account	Debit	Credit
Appropriation Reserves:		
Encumbered		279,988.89
Unencumbered		622,280.07
		902,268.96
Prepaid Taxes		147,522.12
Regional School Taxes Payable		1,263.14
Due to State of New Jersey - Marriage License Fees		475.00
Due to Other Trust Funds		834,802.18
Due to General Capital Fund		308,490.98
Due to Federal and State Grant Fund		123,421.96
Accounts Payable		2,602.00
Reserve for Master Plan		5,087.16
Reserve for Police Donations		7,075.00
		2,333,008.50 "C"
Reserve for Receivables		261,452.02
Fund Balance		3,091,807.09
		<b>5,686,267.61</b>

(Do not crowd - add additional sheets)









**POST CLOSING  
TRIAL BALANCE - TRUST FUNDS**  
(Assessment Section Must Be Separately Stated)

AS OF DECEMBER 31, 2018

Title of Account	Debit	Credit
<b>Other Trust Funds:</b>		
Cash and Cash Equivalents	2,641,203.86	
Due from Current Fund	834,802.18	
Due to State of New Jersey		2,050.00
Reserve for:		
Open Space		2,017,219.86
Housing Trust		277,253.97
Unemployment Compensation Insurance		41,223.73
Council on Affordable Housing		450,069.11
Developers Escrow		265,600.96
Recreation Commission		140,138.51
Forfeited Assets		2,665.11
Fire Prevention		1,343.05
Flexible Spending		1,442.26
Escrow Deposits		16,708.44
Parking Offense Adjudication Act		432.00
Accumulated Leave		161,752.78
Recycling		1,190.85
Tax Sale Premium		21,450.00
Police Outside Services		25,763.25
Historic Preservation Commission		1,120.00
Storm Recovery		27,632.16
Friends of the Library		20,950.00
	<b>3,476,006.04</b>	<b>3,476,006.04</b>

(Do not crowd - add additional sheets)

### Schedule of Trust Fund Reserves

	Amount Dec. 31, 2017 per Audit Report	Receipts	Disbursements	Balance Dec. 31, 2018
1. Open Space	1,978,231.31	222,459.68	183,471.13	2,017,219.86
2. Housing Trust	267,259.79	18,494.18	8,500.00	277,253.97
3. Unemployment Compensation Insurance	9,646.68	43,304.56	11,727.51	41,223.73
4. Council on Affordable Housing	449,844.14	224.97		450,069.11
5. Developers Escrow	242,230.74	73,988.09	50,617.87	265,600.96
6. Recreation Commission	125,370.70	97,204.72	82,436.91	140,138.51
7. Forfeited Assets	2,664.28	354.83	354.00	2,665.11
8. Fire Prevention	1,343.05			1,343.05
9. Flexible Spending	1,417.26	300.00	275.00	1,442.26
10. Escrow Deposits	15,551.22	1,157.22		16,708.44
11. Parking Offense Adjudication Act	378.00	54.00		432.00
12. Accumulated Leave	188,629.72	50,000.00	76,876.94	161,752.78
13. Recycling	1,107.85	83.00		1,190.85
14. Tax Sale Premium	145,800.00	20,080.00	144,350.00	21,450.00
15. Police Outside Services	22,115.75	120,820.00	117,172.50	25,763.25
16. Historic Preservation Commission	845.00	275.00		1,120.00
17. Storm Recovery	37,086.22		9,454.06	27,632.16
18. Friends of the Library	21,600.00	4,000.00	4,650.00	20,950.00
20.				
21.				
22.				
23.				
24.				
25.				
26.				
27.				
28.				
29.				
30.				
<b>Totals:</b>	<u>3,511,121.71</u>	<u>652,720.25</u>	<u>689,885.92</u>	<u>3,473,956.04</u>

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

Title of Liability to which Cash and Investments are Pledged	Balance Dec 31, 2017	RECEIPTS				Disbursements	Balance Dec. 31, 2018
		Assessments and Liens	Current Budget	Miscellaneous			
Assessment Serial Bond Issues:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
Assessment Bond Anticipation Note Issues:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
Assessment Loans-							
Other Liabilities							
Trust Surplus							
Due to Current Fund							
Less Assets "Unfinanced"	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
Total							

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

AS OF DECEMBER 31, 2018

Title of Account	Debit	Credit
Est. Proceeds Bonds and Notes Authorized	238,000.00	XXXXXXXXXX
Bonds and Notes Authorized but Not Issued	XXXXXXXXXX	238,000.00
Cash and Cash Equivalents	637,927.07	
Grants Receivable:		
New Jersey Department of Transportation	250,500.00	
Due from Current Fund	308,490.98	
Deferred Charges to Future Taxation:		
Funded	4,067,659.17	
Unfunded	773,000.00	
Serial Bonds Payable		4,007,000.00
Bond Anticipation Notes Payable		535,000.00
NJDEP Open Space Acquisition Loan Payable		60,659.17
Improvement Authorizations:		
Funded		541,640.45
Unfunded		509,313.56
Capital Improvement Fund		349,566.29
Fund Balance		34,397.75
	<b>6,275,577.22</b>	<b>6,275,577.22</b>

(Do not crowd - add additional sheets)



**CASH RECONCILIATION DECEMBER 31, 2018 (cont'd.)**

**LIST BANKS AND AMOUNT SUPPORTING "CASH ON DEPOSIT"**

<b>Current Fund</b>	
Peapack-Gladstone Bank [REDACTED]	250,180.27
Peapack-Gladstone Sweep	2,829,510.50
Peapack-Gladstone Bank [REDACTED]	250,233.58
Prepaid Tax Sweep	506,422.87
New Jersey Cash Management Account [REDACTED]	2,178,341.68
<b>Total Current Fund</b>	<b>6,014,688.90</b>
<b>Animal Control Trust Fund:</b>	
Peapack-Gladstone Bank [REDACTED]	11,345.17
<b>Other Trust Funds:</b>	
Peapack-Gladstone Bank [REDACTED] Developers' Escrow	267,986.16
Peapack-Gladstone Bank [REDACTED] Recreation Commission	139,297.94
Peapack-Gladstone Bank [REDACTED] Recreation Capital(Savings)	2,980.55
Peapack-Gladstone Bank [REDACTED] Unemployment Compensation Trust	52,951.24
Peapack-Gladstone Bank [REDACTED] General Trust	280,701.60
Peapack-Gladstone Bank [REDACTED] Open Space	1,145,564.29
Peapack-Gladstone Bank [REDACTED] Housing Trust	290,753.97
Peapack-Gladstone Bank [REDACTED] COAH - Administrative	37,051.75
Peapack-Gladstone Bank [REDACTED] COAH - Land Acquisition	297,245.87
Peapack-Gladstone Bank [REDACTED] COAH - Affordability Assistance Fund	55,577.63
Peapack-Gladstone Bank [REDACTED] COAH - Rehabilitation Fund	60,193.86
Peapack-Gladstone Bank [REDACTED] Inspection Fees	12,172.93
Peapack-Gladstone Bank [REDACTED] Forfeited Assets	2,665.11
Peapack-Gladstone Bank [REDACTED] Fire Prevention	1,343.08
Peapack-Gladstone Bank [REDACTED] Cafeteria Plan Section 125 (Flexible Spending)	2,442.32
<b>Total Other Trust Funds</b>	<b>2,648,928.30</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.







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

Grant	Balance Jan. 1, 2018	Transferred from 2018			Expended	Cancelled	Balance Dec. 31, 2018
		Budget	Appropriations By 40A-4-87	Refund			
Recycling Tonnage Grant - 2015	6,247.80					6,247.80	
Recycling Tonnage Grant - 2016	4,211.48					4,211.48	
Recycling Tonnage Grant - 2017	3,878.82					3,878.82	
Recycling Tonnage Grant - 2018		6,320.09		5,536.86		783.23	
Dunk Driving Enforcement Fund - 2015	1,079.56			697.56		382.00	
Clean Communities Program - Prior Years	5,525.88					5,525.88	
Clean Communities Program - 2016	7,464.56					7,464.56	
Clean Communities Program - 2017	8,536.90					8,536.90	
Clean Communities Program - 2018		7,252.64				7,252.64	
Alcohol Education and Rehabilitation Fund - 2015	2,813.64					2,813.64	
Alcohol Education and Rehabilitation Fund - 2016	235.73					235.73	
Municipal Alliance on Alcoholism and Drug Abuse - 2017	175.00					175.00	
Municipal Alliance on Alcoholism and Drug Abuse - 2018		726.80		726.80			
Alcohol Education and Rehabilitation Fund		579.06				579.06	
Body Armor Replacement Fund - 2015	4,089.08					4,089.08	
Body Armor Replacement Fund - 2016	1,089.36					1,089.36	
Body Armor Replacement Fund - 2017	1,141.59					360.95	
Body Armor Replacement Fund - 2018		1,142.76		780.64		360.95	
Federal Bulletproof Vest Program	22.25			1,142.76		22.25	
Somerset County Youth Athletic and Recreation	15,000.00					15,000.00	
County Cross Acceptance Grant	2,000.00					2,000.00	
Municipal Stormwater Regulation Program	5.39					5.39	
Domestic Violence Training Program	1,597.43					1,597.43	
Somerset County Chiefs Association	1,000.00					1,000.00	
County Municipal Planning Grant	14,250.00					14,250.00	
Subtotals	80,364.47	16,021.35		8,864.62		87,501.20	

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

Grant	Balance Jan. 1, 2018	Transferred from 2018 Budget Appropriations		Refund	Expended	Cancelled	Balance Dec. 31, 2018
		Budget	By 40A-4-87				
N.J. Highlands Council Planning Grant	1,472.16						1,472.16
N.J. Forestry Management Grant	1,972.18						1,972.18
N.J. Forestry Management Grant - Matching	916.67						916.67
Space Study Grant	1,944.00						1,944.00
Government Connect Municipal Clerk	0.45						0.45
N.J. Local Library Aid Grant	25,000.00						25,000.00
Smart Growth Planning Assistance Grant	6,500.00						6,500.00
Smart Growth Planning Assistance Grant - Matching	6,500.00						6,500.00
Sustainable New Jersey Grant	9,686.00						9,686.00
Help America Vote Grant	523.55						523.55
Green Community Grant	400.00						400.00
Green Community Grant - Matching	400.00						400.00
Police Donations	632.35						632.35
Garden Club - Somerset Hills	1,000.00						1,000.00
Bulletproof Vest Program		1,152.08					1,152.08
Somerset County DWI Grant - 2017	3,455.00						3,455.00
Somerset County DWI Grant - 2018		960.00	7,560.00		7,243.80		1,276.20
Distracted Driving Grant			5,500.00		5,500.00		
Click it or Ticket it Grant - 2018			1,870.00		1,870.00		
<b>Totals</b>	<b>140,766.83</b>	<b>18,133.43</b>	<b>14,930.00</b>		<b>23,498.42</b>		<b>150,331.84</b>

Grants 17,406.63 14,930.00

Local Match 726.80

18,133.43 14,930.00



**\* LOCAL DISTRICT SCHOOL TAX - N/A**

		Debit	Credit
Balance January 1, 2018		XXXXXXXX	XXXXXXXX
School Tax Payable #	85001-00	XXXXXXXX	
School Tax Deferred (Not in excess of 50% of Levy - 2017 - 2018)	85002-00	XXXXXXXX	
Levy School Year July 1, 2018 - June 30, 2019		XXXXXXXX	
Levy Calendar Year 2018		XXXXXXXX	
Paid			XXXXXXXX
Balance December 31, 2018		XXXXXXXX	XXXXXXXX
School Tax Payable #	85003-00		XXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2018 - 2019)	85004-00		XXXXXXXX

\* Not including Type I school debt service, emergency authorizations-schools, transfer to Board of Education for use of Local Schools.

# Must include unpaid requisitions.

**MUNICIPAL OPEN SPACE TAX**

		Debit	Credit
Balance January 1, 2018	85045-00	XXXXXXXX	1,978,231.31
2018 Levy	85105-00	XXXXXXXX	222,073.28
Interest Earned		XXXXXXXX	386.40
Expenditures		183,471.13	XXXXXXXX
Balance December 31, 2018	85046-00	2,017,219.86	XXXXXXXX
		2,200,690.99	2,200,690.99

## REGIONAL SCHOOL TAX - N/A

(Provide a separate statement for each Regional District involved)

	Debit	Credit
Balance January 1, 2018	XXXXXXXX	XXXXXXXX
School Tax Payable # 85031-00	XXXXXXXX	
School Tax Deferred (Not in excess of 50% of Levy - 2017 - 2018) 85032-00	XXXXXXXX	
Levy School Year July 1, 2018 - June 30, 2019	XXXXXXXX	
Levy Calendar Year 2018	XXXXXXXX	
Paid		XXXXXXXX
Balance December 31, 2018	XXXXXXXX	XXXXXXXX
School Tax Payable # 85033-00		XXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2018 - 2019) 85034-00		XXXXXXXX
# Must include unpaid requisitions.		

## REGIONAL HIGH SCHOOL TAX

	Debit	Credit
Balance January 1, 2018	XXXXXXXX	XXXXXXXX
School Tax Payable # 85041-00	XXXXXXXX	1,263.14
School Tax Deferred (Not in excess of 50% of Levy - 2017 - 2018) 85042-00	XXXXXXXX	
Levy School Year July 1, 2018 - June 30, 2019	XXXXXXXX	
Levy Calendar Year 2018	XXXXXXXX	6,556,015.00
Paid	6,556,015.00	XXXXXXXX
Balance December 31, 2018	XXXXXXXX	XXXXXXXX
School Tax Payable # 85043-00	1,263.14	XXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2018 - 2019) 85044-00		XXXXXXXX
# Must include unpaid requisitions.		
	6,557,278.14	6,557,278.14

**COUNTY TAXES PAYABLE**

		Debit	Credit
Balance January 1, 2018		XXXXXXXX	XXXXXXXX
County Taxes	80003-01	XXXXXXXX	
Due County for Added and Omitted Taxes	80003-02	XXXXXXXX	
2018 Levy		XXXXXXXX	XXXXXXXX
General County	80003-03	XXXXXXXX	2,329,221.45
County Library	80003-04	XXXXXXXX	345,751.36
County Health		XXXXXXXX	
County Open Space Preservation		XXXXXXXX	220,527.53
Due County for Added and Omitted Taxes	80003-05	XXXXXXXX	37,760.91
Paid		2,933,291.25	XXXXXXXX
Balance December 31, 2018		XXXXXXXX	XXXXXXXX
County Taxes - Overpayment		(30.00)	XXXXXXXX
Due County for Added and Omitted Taxes			XXXXXXXX
		2,933,261.25	2,933,261.25

**SPECIAL DISTRICT TAXES - N/A**

		Debit	Credit
Balance January 1, 2018	80003-06	XXXXXXXX	
2018 Levy: (List Each Type of District Tax Separately - see Footnote)		XXXXXXXX	XXXXXXXX
Fire -	81108-00	XXXXXXXX	XXXXXXXX
Sewer -	81111-00	XXXXXXXX	XXXXXXXX
Water -	81112-00	XXXXXXXX	XXXXXXXX
Garbage -	81109-00	XXXXXXXX	XXXXXXXX
Open Space-	81105-00	XXXXXXXX	XXXXXXXX
		XXXXXXXX	XXXXXXXX
		XXXXXXXX	XXXXXXXX
Total 2018 Levy	80003-07	XXXXXXXX	
Paid	80003-08		XXXXXXXX
Balance December 31, 2018	80003-09		XXXXXXXX

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



## STATE LIBRARY AID

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

		Debit	Credit
Balance January 1, 2018	80004-01	XXXXXXX	
State Library Aid Received in 2018	80004-02	XXXXXXX	
Expended	80004-09		XXXXXXX
Balance December 31, 2018	80004-10		

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

Balance January 1, 2018	80004-03	XXXXXXX	
State Library Aid Received in 2018	80004-04	XXXXXXX	
Expended	80004-11		XXXXXXX
Balance December 31, 2018	80004-12		

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

Balance January 1, 2018	80004-05	XXXXXXX	
State Library Aid Received in 2018	80004-06	XXXXXXX	
Expended	80004-13		XXXXXXX
Balance December 31, 2018	80004-14		

### RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

Balance January 1, 2018	80004-07	XXXXXXX	
State Library Aid Received in 2018	80004-08	XXXXXXX	
Expended	80004-15		XXXXXXX
Balance December 31, 2018	80004-16		

## STATEMENT OF GENERAL BUDGET REVENUES 2018

Source	Budget -01	Realized -02	Excess or Deficit* -03
Surplus Anticipated 80101-	1,600,000.00	1,600,000.00	
Surplus Anticipated with Prior Written Consent of Director of Local Government 80102-			
Miscellaneous Revenue Anticipated:	XXXXXXX	XXXXXXX	XXXXXXX
Adopted Budget	631,028.63	677,630.06	46,601.43
Added by N.J.S. 40A:4-87:(List on 17a)	14,930.00	14,930.00	
Total Miscellaneous Revenue Anticipated 80103-	645,958.63	692,560.06	46,601.43
Receipts from Delinquent Taxes 80104-	100,000.00	183,206.96	83,206.96
Amount to be Raised by Taxation:	XXXXXXX	XXXXXXX	XXXXXXX
(a) Local Tax for Municipal Purposes 80105-		XXXXXXX	XXXXXXX
(b) Addition to Local District School Tax 80106-		XXXXXXX	XXXXXXX
Total Amount to be Raised by Taxation 80107-	4,049,459.80	5,041,963.92	992,504.12
	6,395,418.43	7,517,730.94	1,122,312.51

## ALLOCATION OF CURRENT TAX COLLECTIONS

	Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22) 80108-00	XXXXXXX	13,783,313.45
Amount to be Raised by Taxation	XXXXXXX	XXXXXXX
Local District School Tax 80109-00		XXXXXXX
Regional School Tax 80119-00		XXXXXXX
Regional High School Tax 80110-00	6,556,015.00	XXXXXXX
County Taxes 80111-00	2,895,500.34	XXXXXXX
Due County for Added and Omitted Taxes 80112-00	37,760.91	XXXXXXX
Special District Taxes 80113-00		XXXXXXX
Municipal Open Space Tax 80120-00	222,073.28	XXXXXXX
Reserve for Uncollected Taxes 80114-00	XXXXXXX	970,000.00
Deficit in Required Collection of Current Taxes (or) 80115-00	XXXXXXX	
Balance for Support of Municipal Budget (or) 80116-00	5,041,963.92	XXXXXXX
*Excess Non-Budget Revenue (see footnote) 80117-00		XXXXXXX
*Deficit Non-Budget Revenue (see footnote) 80118-00		
	14,753,313.45	14,753,313.45

\* These items are applicable only when there is no "Amount to be Raised by Taxation" in the "Budget" column of the statement at the top of this sheet. In such instances, any excess or deficit in the above allocation would apply to "Non-Budget Revenue" only.



## STATEMENT OF GENERAL BUDGET APPROPRIATIONS 2018

2018 Budget as Adopted	80012-01	6,380,488.43
2018 Budget - Added by N.J.S. 40A:4-87	80012-02	14,930.00
Appropriated for 2018 (Budget Statement Item 9)	80012-03	6,395,418.43
Appropriated for 2018 by Emergency Appropriation (Budget Statement Item 9)	80012-04	
<b>Total General Appropriations (Budget Statement Item 9)</b>	<b>80012-05</b>	<b>6,395,418.43</b>
Add: Overexpenditures (see footnote)	80012-06	
<b>Total Appropriations and Overexpenditures</b>	<b>80012-07</b>	<b>6,395,418.43</b>
<b>Deduct Expenditures:</b>		
Paid or Charged [Budget Statement Item (L)]	80012-08	4,803,090.20
Paid or Charged - Reserve for Uncollected Taxes	80012-09	970,000.00
Reserved	80012-10	622,280.07
<b>Total Expenditures</b>	<b>80012-11</b>	<b>6,395,370.27</b>
Unexpended Balances Canceled (see footnote)	80012-12	48.16

**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)                      -                      N/A

2018 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 2018 OPERATION

## CURRENT FUND

		Debit	Credit
<b>Excess of Anticipated Revenues:</b>		XXXXXXXX	XXXXXXXX
Miscellaneous Revenues Anticipated	80013-01	XXXXXXXX	46,601.43
Delinquent Tax Collections	80013-02	XXXXXXXX	83,206.96
		XXXXXXXX	
Required Collection of Current Taxes	80013-03	XXXXXXXX	992,504.12
Unexpended Balances of 2018 Budget Appropriations	80013-04	XXXXXXXX	48.16
Miscellaneous Revenue Not Anticipated	81113-	XXXXXXXX	147,562.47
Miscellaneous Revenue Not Anticipated: 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 2017 Appropriation Reserves	80013-05	XXXXXXXX	528,717.84
Prior Years Interfunds Returned in 2018	80013-06	XXXXXXXX	5,243.11
Cancellation of Tax Overpayments		XXXXXXXX	3.90
		XXXXXXXX	
		XXXXXXXX	
		XXXXXXXX	
Deferred School Tax Revenue: (See School Taxes, Sheets 13 & 14)		XXXXXXXX	XXXXXXXX
Balance January 1, 2018	80013-07		XXXXXXXX
Balance December 31, 2018	80013-08	XXXXXXXX	
<b>Deficit in Anticipated Revenues:</b>		XXXXXXXX	XXXXXXXX
Miscellaneous Revenues Anticipated	80013-09		XXXXXXXX
Delinquent Tax Collections	80013-10		XXXXXXXX
			XXXXXXXX
Required Collection of Current Taxes	80013-11		XXXXXXXX
Interfund Advances Originating in 2018	80013-12	673.24	XXXXXXXX
Refund of Prior Year Revenue			XXXXXXXX
Senior Citizen Deductions Disallowed - Prior Year Taxes		13.01	XXXXXXXX
			XXXXXXXX
			XXXXXXXX
Deficit Balance - To Trial Balance (Sheet 3)	80013-13	XXXXXXXX	
Surplus Balance - To Surplus (Sheet 21)	80013-14	1,803,201.74	XXXXXXXX
		1,803,887.99	1,803,887.99



**SURPLUS - CURRENT FUND  
YEAR 2018**

		Debit	Credit
1.	Balance January 1, 2018	80014-01	XXXXXXX
			2,888,605.35
2.			XXXXXXX
3.	Excess Resulting from 2018 Operations	80014-02	XXXXXXX
			1,803,201.74
4.	Amount Appropriated in the 2018 Budget - Cash	80014-03	1,600,000.00
5.	Amount Appropriated in 2018 Budget - with Prior Written Consent of Director of Local Government Services	80014-04	XXXXXXX
6.			XXXXXXX
7.	Balance December 31, 2018	80014-05	3,091,807.09
			XXXXXXX
			4,691,807.09
		4,691,807.09	4,691,807.09

**ANALYSIS OF BALANCE DECEMBER 31, 2018  
(FROM CURRENT FUND - TRIAL BALANCE)**

Cash	80014-06	5,422,359.37
Investments	80014-07	
Sub Total		5,422,359.37
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08	2,333,008.50
Cash Surplus	80014-09	3,089,350.87
Deficit in Cash Surplus	80014-10	
Other Assets Pledged to Surplus: *		
(1) Due from State of N.J. Senior Citizens and Veterans Deduction	80014-16	2,456.22
Deferred Charges #	80014-12	
Cash Deficit #	80014-13	
Total Other Assets	80014-14	2,456.22
* IN THE CASE OF A "DEFICIT IN CASH SURPLUS", "OTHER ASSETS WOULD ALSO BE PLEDGED TO CASH LIABILITIES. # MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2019 BUDGET. (1) MAY BE ALLOWED UNDER CERTAIN CONDITIONS.	80014-15	3,091,807.09

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 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 - 2018 LEVY**

1.	Amount of Levy as per Duplicate (Analysis) #	82101-00	\$	<u>13,723,275.25</u>
	or			
	(Abstract of Ratables)	82113-00	\$	<u>                    </u>
2.	Amount of Levy Special District Taxes	82102-00	\$	<u>                    </u>
3.	Amount Levied for Omitted Taxes under N.J.S.A. 54:4-63.12 et seq.	82103-00	\$	<u>                    </u>
4.	Amount Levied for Added Taxes under N.J.S.A. 54:4-63.1 et seq.	82104-00	\$	<u>178,595.05</u>
5a.	Subtotal 2018 Levy		\$	<u>13,901,870.30</u>
5b.	Reductions due to tax appeals**		\$	<u>                    </u>
5c.	Total 2018 Tax Levy	82106-00	\$	<u>13,901,870.30</u>
6.	Transferred to Tax Title Liens	82107-00	\$	<u>                    </u>
7.	Transferred to Foreclosed Property	82108-00	\$	<u>                    </u>
8.	Remitted, Abated or Canceled	82109-00	\$	<u>6,499.75</u>
9.	Discount Allowed	82110-00	\$	<u>                    </u>
10.	Collected in Cash:			
	In 2017	82121-00	\$	<u>1,745,368.78</u>
	In 2018 *	82122-00	\$	<u>12,019,897.14</u>
	State's Share of 2018 Senior Citizens and Veterans Deductions Allowed	82123-00	\$	<u>11,750.00</u>
	Ovepayments Applied	82124-00	\$	<u>6,297.53</u>
	Total to Line 14	82111-00	\$	<u>13,783,313.45</u>
11.	Total Credits		\$	<u>13,789,813.20</u>
12.	Amount Outstanding December 31, 2018	83120-00	\$	<u>112,057.10</u>
13.	Percentage of Cash Collections to Total 2018 Levy, (Item 10 divided by Item 5c) is			<u>99.14%</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>13,783,313.45</u>
Less: Reserve for Tax Appeals Pending		
State Division of Tax Appeals	\$	<u>                    </u>
To Current Taxes Realized in Cash (Sheet 17)	\$	<u>13,783,313.45</u>

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

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

\* Include overpayments applied as part of 2018 collections.  
\*\* Tax Appeals pursuant to R.S. 54:3-21 et seq and/or R.S. 54:48-1 et seq approved by resolution by the governing  
body prior to introduction of municipal budget. (N.J.S.A. 40A:4-41)



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

**To Calculate Underlying Tax Collection Rate for 2018**

Utilize this sheet only if you conducted an Accelerated Tax Sale or Tax Levy Sale pursuant to Chapter 99, P.L. 1997.

**(1) Utilizing Accelerated Tax Sale**

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

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

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

Line 5c (sheet 22) Total 2018 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 2018 Tax Levy ..... \$ \_\_\_\_\_

Percentage of Collection Excluding Accelerated Tax 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, 2018	XXXXXXXX	XXXXXXXX
Due From State of New Jersey	2,456.22	XXXXXXXX
Due To State of New Jersey	XXXXXXXX	
2. Sr. Citizens Deductions Per Tax Billings	1,250.00	XXXXXXXX
3. Veterans Deductions Per Tax Billings	10,750.00	XXXXXXXX
4. Sr. Citizens Deductions Allowed By Tax Collector		XXXXXXXX
5. Veterans Deductions Allowed By Tax Collector	250.00	
6. Veterans Deductions Disallowed By Tax Collector		500.00
7. Sr. Citizens Deductions Disallowed By Tax Collector - Prior Year	XXXXXXXX	13.01
9. Received in Cash from State	XXXXXXXX	11,736.99
10.		
11.		
12. Balance December 31, 2018	XXXXXXXX	XXXXXXXX
Due From State of New Jersey	XXXXXXXX	2,456.22
Due To State of New Jersey		XXXXXXXX
	14,706.22	14,706.22

Calculation of Amount to be included on Sheet 22, Item 10-  
2018 Senior Citizen and Veterans Deductions Allowed

Line 2	1,250.00
Line 3	10,750.00
Line 4 and 5	250.00
Sub-Total	12,250.00
Less: Line 6	500.00
To Item 10, Sheet 22	11,750.00

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

	Debit	Credit
Balance January 1, 2018	XXXXXXXX	
Taxes Pending Appeals	XXXXXXXX	XXXXXXXX
Interest Earned on Taxes Pending Appeals	XXXXXXXX	XXXXXXXX
Contested Amount of 2018 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)	XXXXXXXX	
Interest Earned on Taxes Pending State Appeals	XXXXXXXX	
Increase in Reserve for Pending Tax Appeals		
Cash Paid to Appelants (Including 5% Interest from Date of Payment) Closed to results of Operations (Portion of Appeal won by Municipality, including Interest)		XXXXXXXX
		XXXXXXXX
Balance December 31, 2018		XXXXXXXX
Taxes Pending Appeals*		XXXXXXXX
Interest Earned on Taxes Pending Appeals		XXXXXXXX

\* Includes State Tax Court and County Board of Taxation Appeals Not Adjusted by December 31, 2018.

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

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

\_\_\_\_\_  
Date

**COMPUTATION OF APPROPRIATION:  
RESERVE FOR UNCOLLECTED TAXES AND  
AMOUNT TO BE RAISED BY TAXATION  
IN 2019 MUNICIPAL BUDGET**

	YEAR 2019	YEAR 2018
1. Total General Appropriations for 2019 Municipal Budget Statement Item 8(L) (Exclusive of Reserve for Uncollected Taxes 80015-		XXXXXXXX
2. Local District School Tax - <span style="float: right;">Actual 80016-</span>		
Estimate** 80017-		XXXXXXXX
3. Vocational School Tax - <span style="float: right;">Actual</span>		
Estimate* 80017-		XXXXXXXX
4. Regional School District Tax - <span style="float: right;">Actual 80025-</span>		
Estimate* 80026-		XXXXXXXX
5. Regional High School Tax - School Budget <span style="float: right;">Actual 80018-</span>		
Estimate* 80019-		XXXXXXXX
6. County Tax <span style="float: right;">Actual 80020-</span>		
Estimate* 80021-		XXXXXXXX
7. Special District Taxes <span style="float: right;">Actual 80022-</span>		
Estimate* 80023-		XXXXXXXX
8. Municipal Open Space <span style="float: right;">Actual 80027-</span>		
Estimate* 80028-		
8. Total General Appropriations & Other Taxes 80024-01	-	
9. Less: Total Anticipated Revenues from 2019 in Municipal Budget (Item 5) 80024-02		
10. Cash Required from 2019 Taxes to Support Local Municipal Budget and Other Taxes 80024-03	-	
11. Amount of Item 10 Divided by _____% [820034-04] Equals Amount to be Raised by Taxation (Percentage used must not exceed the applicable percentage shown by Item 13, Sheet 22) 80024-05		
<b>Analysis of Item 11:</b>		
Local District School Tax (Amount Shown on Line 2 Above)	-	* May not be stated in an amount less than * Must not be stated in an amount less than 'actual' Tax of Year 2018
Vocational School Tax (Amount Shown on Line 3 Above)		
Regional School District Tax (Amount Shown on Line 4 Above)		** May not be stated in an amount less than proposed budget submitted by the Local Board of Education to the Commissioner of Education on January 15, 2018 (Chap. 136, P.L. 1978). Consideration must be given to calendar year calculation
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)		
Municipal Open Space 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	-	Note: The amount of anticipated revenues (Item 9) may never exceed the total of Items 1 and 12.
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	-	

**ACCELERATED TAX SALE - CHAPTER 99**

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

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

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

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

C. TIMES: % of increase of Amount to be  
 Raised by Taxes over Prior Year \_\_\_\_\_ %  
 [(2019 Estimated Total Levy - 2018 Total Levy) / 2018 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)

**2019 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, 2018		183,193.95	XXXXXXXX
	A. Taxes	83102-00 183,193.95	XXXXXXXX	XXXXXXXX
	B. Tax Title Liens	83103-00	XXXXXXXX	XXXXXXXX
2.	Canceled:		XXXXXXXX	XXXXXXXX
	A. Taxes	83105-00	XXXXXXXX	
	B. Tax Title Liens	83106-00	XXXXXXXX	
3.	Transferred to Foreclosed Tax Title Liens:		XXXXXXXX	XXXXXXXX
	A. Taxes	83108-00	XXXXXXXX	
	B. Tax Title Liens	83109-00	XXXXXXXX	
4.	Added Taxes	83110-00 13.01		XXXXXXXX
5.	Added Tax Title Liens	83111-00		XXXXXXXX
6.	Adjustment between Taxes (Other than Current year) and Tax Title Liens:		XXXXXXXX	XXXXXXXX
	A. Taxes - Transfers to Tax Title Liens	83104-00	XXXXXXXX	
	B. Tax Title Liens - Transfers from Taxes	83107-00		XXXXXXXX
7.	Balance Before Cash Payments		XXXXXXXX	183,206.96
8.	Totals		183,206.96	183,206.96
9.	Balance Brought Down		183,206.96	XXXXXXXX
10.	Collected:		XXXXXXXX	183,206.96
	A. Taxes	83116-00 183,206.96	XXXXXXXX	XXXXXXXX
	B. Tax Title Liens	83117-00	XXXXXXXX	XXXXXXXX
11.	Interest and Costs - 2018 Tax Sale		83118-00	XXXXXXXX
12.	2018 Taxes Transferred to Liens		83119-00	XXXXXXXX
13.	2018 Taxes		83123-00 112,057.10	XXXXXXXX
14.	Balance December 31, 2018		XXXXXXXX	112,057.10
	A. Taxes	83121-00 112,057.10	XXXXXXXX	XXXXXXXX
	B. Tax Title Liens	83122-00	XXXXXXXX	XXXXXXXX
15.	Totals		295,264.06	295,264.06

16. Percentage of Cash Collections to Adjusted Amount Outstanding

(Item No. 10 divided by item No. 9) is

100.00%

17. Item No. 14 multiplied by percentage shown above is maximum amount that may be anticipated in 2019.

112,057.10

83125-00

and represents the

(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, 2018	84101-00	139,900.00	XXXXXXXX
2. Forclosed or Deeded in 2018		XXXXXXXX	XXXXXXXX
3. Tax Title Liens	84103-00		XXXXXXXX
4. Taxes Receivable	84104-00		XXXXXXXX
5A.	84102-00	XXXXXXXX	XXXXXXXX
5B.	84105-00		
6. Adjustment to Assessed Valuation	84106-00		XXXXXXXX
7. Adjustment to Assessed Valuation	84107-00	XXXXXXXX	
8. Sales		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. Balance December 31, 2018	84114-00	XXXXXXXX	139,900.00
		139,900.00	139,900.00

### CONTRACT SALES - N/A

		Debit	Credit
15. Balance January 1, 2018	84115-00		XXXXXXXX
16. 2018 Sales from Foreclosed Property	84116-00		XXXXXXXX
17. Collected *	84117-00	XXXXXXXX	
18.	84118-00	XXXXXXXX	
19. Balance December 31, 2018	84119-00	XXXXXXXX	

### MORTGAGE SALES - N/A

		Debit	Credit
20. Balance January 1, 2018	84120-00		XXXXXXXX
21. 2018 Sales from Foreclosed Property	84121-00		XXXXXXXX
22. Collected *	84122-00	XXXXXXXX	
23.	84123-00	XXXXXXXX	
24. Balance December 31, 2018	84124-00	XXXXXXXX	

Analysis of Sale of Property: \$ \_\_\_\_\_  
 \* Total Cash Collected in 2018 (84125-00)

Realized in 2018 Budget \_\_\_\_\_

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

**DEFERRED CHARGES**  
**-MANDATORY CHARGES ONLY-**  
**CURRENT, TRUST, AND GENERAL CAPITAL FUNDS**  
 (Do not include the emergency authorizations pursuant to N.J.S. 40A:4-55,  
 N.J.S. 40A:4-55.1 or N.J.S. 40A:4-55-13 listed on Sheets 29 and 30.)

<u>Caused By</u>	<u>Amount Dec. 31, 2017 per Audit Report</u>	<u>Amount in 2018 Budget</u>	<u>Amount Resulting from 2018</u>	<u>Balance as at Dec. 31, 2018</u>
1. <u>Emergency Authorization - Municipal *</u>	\$ _____	\$ _____	\$ _____	\$ _____
2. <u>Emergency Authorizations - Schools</u>	\$ _____	\$ _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____	\$ _____	\$ _____
5. _____	\$ _____	\$ _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____	\$ _____	\$ _____
8. _____	\$ _____	\$ _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____	\$ _____	\$ _____

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

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

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

**JUDGEMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED**

<u>In favor of</u>	<u>On Account of</u>	<u>Date Entered</u>	<u>Amount</u>	<u>Appropriated for in Budget of Year 2019</u>
1. _____	_____	_____	\$ _____	_____
2. _____	_____	_____	\$ _____	_____
3. _____	_____	_____	\$ _____	_____
4. _____	_____	_____	\$ _____	_____







**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2019 DEBT SERVICE FOR LOANS**

(COUNTY) (MUNICIPAL) GENERAL CAPITAL BONDS

Source		Debit	Credit	2019 Debt Service
Outstanding, January 1, 2018	80033-01	XXXXXXX	4,407,000.00	
Issued	80033-02	XXXXXXX		
Paid	80033-03		XXXXXXX	
Matured		400,000.00		
Refunded				
Outstanding, December 31, 2018	80033-04	4,007,000.00	XXXXXXX	
		4,407,000.00	4,407,000.00	
2019 Bond Maturities - General Capital Bonds			80033-05	416,000.00
2019 Interest on Bonds *		80033-06	89,074.00	
<b>Assessment Serial Bonds - N/A</b>				
Outstanding, January 1, 2018	80033-07	XXXXXXX		
Issued	80033-08	XXXXXXX		
Paid	80033-09		XXXXXXX	
Outstanding, December 31, 2018	80033-10		XXXXXXX	
2019 Bond Maturities - Assessment Bonds			80033-11	
2019 Interest on Bonds *		80033-12		
Total "Interest on Bonds - Debt Service" (* Items)			80033-13	89,074.00

**LIST OF BONDS ISSUED DURING 2018**

Purpose	2019 Maturity	Amount Issued	Date of Issue	Interest Rate
NONE				
Total				

80033-14      80033-15

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2019 DEBT SERVICE FOR BONDS**

(COUNTY) (MUNICIPAL)           NJDEP Open Space Acquisition           **LOAN**

		Debit	Credit	2019 Debt Service
Outstanding, January 1, 2018	80033-01	XXXXXXXX	90,095.30	
Issued	80033-02	XXXXXXXX		
Paid	80033-03	29,436.13	XXXXXXXX	
Outstanding, December 31, 2018	80033-04	60,659.17	XXXXXXXX	
		90,095.30	90,095.30	
2019 Loan Maturities			80033-05	30,027.81
2019 Interest on Loans			80033-06	\$ 1,063.79
Total 2019 Debt Service for NJDEP Open Space Acquisition Loan			80033-13	31,091.60
<b>LOAN</b>				
Outstanding, January 1, 2018	80033-07	XXXXXXXX		
Issued	80033-08	XXXXXXXX		
Paid	80033-09		XXXXXXXX	
Outstanding, December 31, 2018	80033-10		XXXXXXXX	
2019 Loan Maturities			80033-11	
2019 Interest on Loans			80033-12	\$
Total 2019 Debt Service for Green Trust Loan			80033-13	

**LIST OF LOANS ISSUED DURING 2018**

Purpose	2019 Maturity	Amount Issued	Date of Issue	Interest Rate
NONE				
Total				

80033-14                      80033-15

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2019 DEBT SERVICE FOR BONDS  
TYPE I SCHOOL TERM BONDS**

		Debit	Credit	2019 Debt Service
Outstanding, January 1, 2018	80034-01	XXXXXXXX		
Paid	80034-02		XXXXXXXX	
Outstanding, December 31, 2018	80034-03		XXXXXXXX	
2019 Bond Maturities - Term Bonds	80034-04		\$	
2019 Interest on Bonds *	80034-05		\$	
<b>TYPE I SCHOOL SERIAL BOND</b>				
Outstanding, January 1, 2018	80034-06	XXXXXXXX		
Issued	80034-07	XXXXXXXX		
Paid	80034-08		XXXXXXXX	
Outstanding, December 31, 2018	80034-09		XXXXXXXX	
2019 Interest on Bonds*	80034-10		\$	
2019 Bond Maturities - Serial Bonds			80034-11	\$
Total "Interest on Bonds - Type I School Debt Service" (*Items)			80034-12	\$

**LIST OF BONDS ISSUED DURING 2018**

Purpose	2019 Maturity -01	Amount Issued -02	Date of Issue	Interest Rate
Total	80035-			

**2019 INTEREST REQUIREMENT - CURRENT FUND DEBT ONLY**

		Outstanding Dec. 31, 2018	2019 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. _____		\$ _____	\$ _____





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

IMPROVEMENTS  Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2018		2018 Authorizations				Balance - December 31, 2018		
	Funded	Unfunded	Capital Improvement Fund	Deferred Charges to Future Taxation Unfunded	NJ Department of Transportation Grant	Expended	Cancelled	Funded	Unfunded
								8,415.00	370.13
749 - Police Equipment								8,415.00	
791 - Various Improvements- Police and Fire Equipment	370.13							370.13	
810/824/848 - Various Improvements- Renovations to the Fire House	13,290.01				691.71			12,698.30	
946 - Various Improvements- Improvements to Borough Complex	26,500.00					26,500.00			
947 - Various Improvements- Improvements to Liberty Park	4,145.48				4,050.18			95.30	
955/956 - Various Improvements:									
- Purchase of Computer Network System	30.48							30.48	
- Purchase of Police Equipment	4,950.43							1,680.11	
- Improvements to Highland Ave and Timmer Lane	14.56	159,500.00						14.56	159,500.00
- Purchase of HVAC System	5,099.10							5,099.10	
957 - Acquisition of Police Records Management System	8,006.00							8,006.00	
968 - Acquisition of Fire Equipment	1,212.00							1,212.00	
972 - Various Acquisitions and Improvements:									
- Lights, Air Conditioner and Windows in Municipal Building	850.95							850.95	
- Acquisition of Police and OEM Equipment	4,149.89							4,149.89	
- Acquisition of DPW Pickup Truck	2,382.40							2,382.40	
973 - Various Acquisitions and Improvements:									
- Acquisition of Generator for First Aid Squad	1,560.31							1,560.31	
- Acquisition of Generator for DPW Building	1,168.64							1,168.64	
- Improvements to Overlook Avenue and Municipal Building									
- Parking Lot	149.66							149.66	
979 - Reconstruction and Paving of Branch Road	23.81							23.81	
982 - Purchase of DPW Equipment	97.52							97.52	
991 - Purchase of Police and OEM Equipment and Sidewalk Installation	10,324.59							10,324.59	

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



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

IMPROVEMENTS <small>Specify each authorization by purpose. Do not merely designate by a code number.</small>	Balance - January 1, 2018		2018 Authorizations					Balance - December 31, 2018		
	Funded	Unfunded	Capital Improvement Fund	Capital Fund Balance	Deferred Charges to Future Taxation Unfunded	NI Department of Transportation Grant	Expended	Canceled	Funded	Unfunded
	992 - Various Capital Improvements:									
- Purchase of Police Vehicles	2,105.11						2,105.11			
- Resurfacing of Willow Avenue	17.14								17.14	
- Crosswalk Improvements at Highland Ave. and Main St.	148.57								148.57	
- Replacement Boiler	500.00	7,500.00							500.00	7,500.00
- Purchase of Backhoe	246.80								246.80	
995 - Replacement of DPW Equipment	58.94								58.94	
1002 - Replacement of Sidewalks	1,592.12								1,592.12	
1003 - Purchase of Police Vehicles and Salt Spreader	2,830.02						1,831.28		998.74	
1004 - Various Capital Improvements:										
- Renovation of Firehouse	1,790.51							1,790.51		
- Purchase of Fire Vehicle	375.00							375.00		
- Reconstruction and Paving of Branch Road (Phase II)	45,477.62							45,477.62		
- Reconstruction and Paving of Holland Road and Todd Avenue	2,578.16							2,578.16		
1010 - Acquisition of Emergency Generators	28,460.23						28,460.23			
1013 - Milling/Paving Improvements to Various Roads	78,372.03								78,372.03	
1021 - Milling/Paving of Sections 1 & 3 of Maske Road		46,066.92								
1022 - Acquisition of Landscape Trailer	16.00								16.00	
1028 - Milling/Paving Portion of Willow Ave	200,987.60						1,815.90		199,171.70	
1029 - Improvements to the Building & Grounds and the Purchase of Mower, Police SUV/Equipment, and Replacement of Guardrail on Willow Ave.	178,885.57						41,040.00	18,228.72	119,616.85	
1041 - Various Capital Improvements		44,495.03								44,495.03
1046 - Improvements to Liberty Park	67,229.05						14,757.17		52,471.88	
1055 - Improvements to Administrative Offices, Purchase of Police Equipment and DPW Equipment			64,132.00							190.93
1057 - Various Road and Sidewalk Improvements			91,000.00							252,506.26
1058 - Restoration of Curbing on Various Roads			36,000.00							30,000.00
1067 - Paving of Willow Avenue				30,000.00						
<b>TOTAL</b>	<b>\$ 704,341.43</b>	<b>\$ 257,561.95</b>	<b>\$ 191,132.00</b>	<b>\$ 30,000.00</b>	<b>\$ 254,000.00</b>	<b>\$ 131,000.00</b>	<b>\$ 422,131.36</b>	<b>\$ 94,950.01</b>	<b>\$ 541,640.45</b>	<b>\$ 509,313.56</b>

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

Capital Improvement Fund  
Capital Fund Balance

44,718.72  
50,221.29  
94,940.01

## GENERAL CAPITAL FUND

### SCHEDULE OF CAPITAL IMPROVEMENT FUND

		Debit	Credit
Balance January 1, 2018	80031-01	XXXXXXX	245,969.57
Received from 2018 Budget Appropriation *	80031-02	XXXXXXX	250,000.00
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	80031-03	XXXXXXX	44,728.72
List by Improvements-Direct Charges Made for Preliminary Costs:		XXXXXXX	XXXXXXX
			XXXXXXX
			XXXXXXX
			XXXXXXX
			XXXXXXX
			XXXXXXX
			XXXXXXX
			XXXXXXX
			XXXXXXX
			XXXXXXX
			XXXXXXX
			XXXXXXX
			XXXXXXX
			XXXXXXX
Appropriated to Finance Improvement Authorizations	80031-04	191,132.00	XXXXXXX
			XXXXXXX
Balance December 31, 2018	80031-05	349,566.29	XXXXXXX
		540,698.29	540,698.29

\* The full amount of the 2018 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 PAYMENT ON IMPROVEMENTS - N/A**

		Debit	Credit
Balance January 1, 2018	80030-01	XXXXXXXXXX	
Received from 2018 Budget Appropriation *	80030-02	XXXXXXXXXX	
Received from 2018 Emergency Appropriation *	80030-03	XXXXXXXXXX	
Appropriated to Finance Improvement Authorizations	80030-04		XXXXXXXXXX
			XXXXXXXXXX
Balance December 31, 2018	80030-05		XXXXXXXXXX

\* The full amount of the 2018 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.

**CAPITAL IMPROVEMENTS AUTHORIZED IN 2018**  
**AND DOWN PAYMENTS (N.J.S. 40A:2-11)**

**GENERAL CAPITAL FUND ONLY**

Purpose	Amount Appropriated	Total Obligations Authorized	Down Payment Provided by Ordinance	Amount of Down Payment in Budget of 2018 or Prior Years
1055- Improvements to Administrative Offices, Purchase of Police Equipment and DPW Equipment	64,132.00		64,132.00	64,132.00
1057- Various Road and Sidewalk Improvements	476,000.00	254,000.00	222,000.00	91,000.00
1058-Restoration of Curving on Various Sheets	36,000.00		36,000.00	36,000.00
1067- Paving of Willow Avenue	30,000.00		30,000.00	
<b>Total</b>	<b>80032-00</b>	<b>606,132.00</b>	<b>352,132.00</b>	<b>191,132.00</b>

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.

Capital Fund Balance	30,000.00
NI Department of Transportation Grant	131,000.00
Capital Improvement Fund	191,132.00
	<u>352,132.00</u>

**GENERAL CAPITAL FUND**  
**STATEMENT OF CAPITAL SURPLUS**  
**YEAR - 2018**

		Debit	Credit
Balance January 1, 2018	80029-01	XXXXXXXXXX	11,521.91
Premium on Sale of Bonds and Notes		XXXXXXXXXX	2,415.00
Funded Improvement Authorizations Canceled		XXXXXXXXXX	50,221.29
Various Reserve Balances Canceled		XXXXXXXXXX	
Refunding Bonds - Cost of Issuance Residual			239.55
Appropriated to Finance Improvement Authorizations	80029-02	30,000.00	XXXXXXXXXX
	80029-03		XXXXXXXXXX
Balance December 31, 2018	80029-04	34,397.75	XXXXXXXXXX
		64,397.75	64,397.75

**BONDS ISSUED WITH A COVENANT OR COVENANTS**

NOT APPLICABLE

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, 2018 \_\_\_\_\_
2. Amount of Cash in Special Trust Fund as of December 31, 2018 (Note A) \_\_\_\_\_
3. Amount of Bonds Issued Under Item 1 Maturing in 2019 \_\_\_\_\_
4. Amount of Interest on Bonds with a Covenant - 2019 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 2018 appropriation column.



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

**UTILITIES ONLY**

Sheets 41-54 are Not Applicable

***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 2018 , please observe instructions on Sheet 2.









**ANALYSIS OF SEWER UTILITY ASSESSMENT TRUST CASH AND INVESTMENTS  
PLEGGED TO LIABILITIES AND SURPLUS**

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2017	RECEIPTS				Disbursements	Balance Dec. 31, 2018
		Assessments and Liens	Operating Budget				
Assessment Serial Bond Issues:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Assessment Bond Anticipation Note Issues:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Other Liabilities							
Trust Surplus							
Less Assets "Unfinanced"	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX



# STATEMENT OF 2018 OPERATION

## SEWER UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2018 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: - N/A**

Revenue Realized:	XXXXXX-XX	
Budget Revenue (Not Including "Deficit" (General Budget))		
Miscellaneous Revenue Not Anticipated		
2017 Appropriation Reserves Canceled *		
Total Revenue Realized		
Expenditures:	XXXXXX-XX	
Appropriations (Not Including "Surplus (General Budget)")	XXXXXX-XX	
Paid or Charged		
Reserved		
Expended Without Appropriation		
Cash Refund of Prior Year's Revenue		
Overexpenditure of Appropriation Reserves		
Total Expenditures		
Less: Deferred Charges Included In Above "Total Expenditures"		
Total Expenditures - As Adjusted		
Excess		
Budget Appropriation - Surplus (General Budget) **		
Remainder = Balance of "Results of 2017 Operation" ("Excess in Operations" - Sheet 60)		
Deficit		
Anticipated Revenue - Deficit (General Budget) **		
Remainder = Balance of "Results of 2017 Operation" ("Operating Deficit - to Trial Balance" - Sheet 60)		

**SECTION 2:**

The following item of "2017 Appropriation Reserves Canceled in 2018" is due to the current fund to the extent of the amount received and due from the general budget of 2017 for an anticipated deficit in the sewer utility for 2017:

2017 Appropriation Reserves Canceled in 2018	33,568.68	
Less: Anticipated Deficit in 2017 Budget - Amount Received and Due from Current Fund - If none, enter "None"	None	
<b>* Excess (Revenue Realized)</b>		<b>33,568.68</b>

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

**RESULTS OF 2018 OPERATIONS - SEWER UTILITY**

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXX	7,927.57
Unexpended Balances of Appropriations	XXXXXXX	
Miscellaneous Revenue Not Anticipated	XXXXXXX	35,935.51
Unexpended Balances of 2017 Appropriation Reserves *	XXXXXXX	33,568.68
Deficit in Anticipated Revenues		
Refund of Prior Year Revenue		XXXXXXX
		XXXXXXX
Operating Deficit - to Trial Balance	XXXXXXX	
Excess in Operations - to Operating Surplus	77,431.76	XXXXXXX
	77,431.76	77,431.76

\* See restriction in amount on Sheet 59, SECTION 2

**OPERATING SURPLUS - SEWER UTILITY**

	Debit	Credit
Balance January 1, 2018	XXXXXXX	1,158,423.86
Excess Resulting from 2018 Operations	XXXXXXX	77,431.76
Amount Appropriated in the 2018 Budget - Cash	340,000.00	XXXXXXX
Amount Appropriated in 2018 Budget - with Prior Written Consent of Director of Local Government Services		XXXXXXX
		XXXXXXX
Balance December 31, 2018	895,855.62	XXXXXXX
	1,235,855.62	1,235,855.62

**ANALYSIS OF BALANCE DECEMBER 31, 2018  
(FROM SEWER UTILITY - TRIAL BALANCE)**

Cash	80014-06	1,340,871.88
Investments	80014-07	
Interfund Accounts Receivable		17.85
Sub Total		1,340,889.73
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08	445,034.11
Operating Surplus Cash or (Deficit in Operating Surplus Cash)	80014-09	895,855.62
Other Assets Pledged to Surplus: *		
Deferred Charges #		
Operating Deficit #		
Total Other Assets		895,855.62

# MAY NOT BE ANTICIPATED AS NON\_CASH SURPLUS IN 2019 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, 2017		\$ <u>61,765.53</u>
Increased by:		
Sewer Rents Levied		\$ <u>1,125,445.09</u>
Decreased by:		
Collections	\$ <u>1,136,814.38</u>	
Overpayments Applied	\$ <u>1,563.98</u>	
Council Cancellation	\$ <u>855.48</u>	
Senior Citizen discount	\$ <u>150.08</u>	
		\$ <u>1,139,383.92</u>
Balance December 31, 2018		\$ <u>47,826.70</u>

**SCHEDULE OF SEWER LIENS - N/A**

Balance December 31, 2017		\$ _____
Increased by:		
Transfers from Accounts Receivable	\$ _____	
Penalties and Costs	\$ _____	
Other	\$ _____	
		\$ _____ 0
Decreased by:		
Collections	\$ _____	
Other	\$ _____	
		\$ _____
Balance December 31, 2018		\$ _____ 0

**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, 2017 per Audit Report	Amount in 2018 Budget	Amount Resulting from 2018	Balance as at Dec. 31, 2018
1. Emergency Authorization - *	\$ _____	\$ _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____	\$ _____	\$ _____
5. _____	\$ _____	\$ _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____	\$ _____	\$ _____
8. _____	\$ _____	\$ _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____	\$ _____	\$ _____

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

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

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

**JUDGEMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED**

<u>In favor of</u>	<u>On Account of</u>	<u>Date Entered</u>	<u>Amount</u>	<u>Appropriated for in Budget of Year 2019</u>
1. _____	_____	_____	\$ _____	_____
2. _____	_____	_____	\$ _____	_____
3. _____	_____	_____	\$ _____	_____
4. _____	_____	_____	\$ _____	_____

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2019 DEBT SERVICE FOR BONDS**

**SEWER UTILITY ASSESSMENT BONDS**

	Debit	Credit	2019 Debt Service
Outstanding, January 1, 2018	XXXXXXX		
Issued	XXXXXXX		
Paid		XXXXXXX	
Outstanding, December 31, 2018		XXXXXXX	
2019 Bond Maturities - Assessment Bonds			\$
2019 Interest on Bonds *		\$	
<b>UTILITY CAPITAL BONDS"</b>			
Outstanding, January 1, 2018	XXXXXXX		
Issued	XXXXXXX		
Paid		XXXXXXX	
Matured			
Outstanding, December 31, 2018		XXXXXXX	
2019 Bond Maturities - Capital Bonds			\$
2019 Interest on Bonds *		\$	

**INTEREST ON BONDS - \_\_\_\_\_ UTILITY BUDGET**

2019 Interest on Bonds (*Items)	\$	
Less: Interest Accrued to 12/31/2018 (Trial Balance)	\$	
Subtotal	\$	
Add: Interest to be Accrued as of 12/31/2019	\$	
Required Appropriation 2019		\$

**LIST OF BONDS ISSUED DURING 2018**

Purpose	2019 Maturity	Amount Issued	Date of Issue	Interest Rate



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

1. 2. 3. 4. 5. 6. 7. 8. 9. 10.	Title or Purpose of Issue	Original Amount Issued	Original Date of Issue *	Amount of Note Outstanding Dec. 31, 2018	Date of Maturity	Rate of Interest	2019 Budget Requirement		Interest Computed to (Insert Date)
							For Principal	For Interest **	

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:2-3(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 2016 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2019 or written intent of permanent financing submitted with statement.

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

INTEREST ON NOTES - SEWER UTILITY BUDGET	
2019 Interest on Notes	\$
Less: Interest Accrued to 12/31/2018 (Trial Balance)	\$
Subtotal	\$
Add: Interest to be Accrued as of 12/31/2019	\$
Required Appropriation - 2019	\$

(Do not crowd - add additional sheets)



## SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Lease Obligation Outstanding 2018	2019 Budget Requirement	
		For Principal	For Interest/Fees
Leases approved by LFB prior to July 1, 2007			
1.			
2.			
3.			
4.			
5.			
6.			
Leases approved by LFB after to July 1, 2007			
1.			
2.			
3.			
4.			
5.			
6.			
Total		80051-01	80051-02

(Do not crowd - add additional sheets)



**SEWER UTILITY CAPITAL FUND**

**SCHEDULE OF CAPITAL IMPROVEMENT FUND**

	Debit	Credit
Balance January 1, 2018	XXXXXXXX	551,486.27
Received from 2018 Budget Appropriation *	XXXXXXXX	200,000.00
	XXXXXXXX	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	XXXXXXXX	
List by Improvements-Direct Charges Made for Preliminary Costs:	XXXXXXXX	XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
Appropriated to Finance Improvement Authorizations		XXXXXXXX
		XXXXXXXX
Balance December 31, 2018	751,486.27	XXXXXXXX
	751,486.27	751,486.27

**SEWER UTILITY CAPITAL FUND**

**SCHEDULE OF DOWN PAYMENT ON IMPROVEMENTS - N/A**

	Debit	Credit
Balance January 1, 2018	XXXXXXXXXX	
Received from 2018 Budget Appropriation *	XXXXXXXXXX	
Received from 2018 Emergency Appropriation *	XXXXXXXXXX	
Appropriated to Finance Improvement Authorizations		XXXXXXXXXX
		XXXXXXXXXX
Balance December 31, 2018		XXXXXXXXXX

\* The full amount of the 2018 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.

**SEWER UTILITY FUND**  
**CAPITAL IMPROVEMENTS AUTHORIZED IN 2018**  
**AND**  
**DOWN PAYMENTS (N.J.S. 40A:2-11)**

**UTILITIES ONLY**

Purpose	Amount Appropriated	Total Obligations Authorized	Down Payment Provided by Ordinance	Amount of Down Payment in Budget of 2018 or Prior Years
1062 Miller Lane Pump Station	75,000.00		75,000.00	
Total	75,000.00		75,000.00	

Reserve for Capital Improvements - Shared Services                      \$ 75,000.00

**SEWER UTILITY CAPITAL FUND**  
**STATEMENT OF CAPITAL SURPLUS**  
**YEAR - 2018**

	Debit	Credit
Balance January 1, 2018	XXXXXXXX	19,754.31
Premium on Bond Sale And Note Sale	XXXXXXXX	
Funded Improvement Authorizations Canceled	XXXXXXXX	
Appropriated to Finance Improvement Authorizations		XXXXXXXX
Appropriated to 2018 Budget Revenue		XXXXXXXX
Balance December 31, 2018	19,754.31	XXXXXXXX
	19,754.31	19,754.31

## INSTRUCTIONS IN PREPARATION OF ANNUAL FINANCIAL STATEMENT OF 2018

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 & 6b. Trial Balance - Trust Funds / Schedule of Trust Fund Reserves
  - 6a. Municipal Public Defender Certification - P.L. 1997, C. 256
  - 7. Analysis of Trust Assessment Cash and Investments Pledged to Liabilities and Surplus
  - 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. Unappropriated Reserves for Federal and State Grants
  - 13. Local District School Tax - Municipal Open Space Tax
  - 14. Regional School Tax - Regional High School Tax
  - 15. County Taxes Payable - Special District Taxes
  - 16. Reserves for State and Federal Aid for Library Services
  - 17 & 17a. General Budget Revenues
  - 17. Allocation of Current Tax Collections
  - 18. General Budget Appropriations
  - 18. Emergency Appropriations for Local District School Purposes
  - 19. Results of 2017 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 2017
  - 23. Due from/to State of New Jersey for Senior Citizens and Veterans Deductions
  - 24. Reserve for Tax Appeals Pending (N.J.S.A. 54:3-37)
  - 25. Municipal Budget - Computation of "Reserve for Uncollected Taxes" and "Amount to be Raised by Taxation"
  - 25a. Accelerated Tax Sale - Chapter 99. Calculation to Utilize Proceeds in Current Budget as Deduction to Reserve for Uncollected 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 Systems, Municipal Consolidation Act; Flood or Hurricane Damage
  - 30. Emergency - Damage to Roads and Bridges by Snow, Ice, etc.; Public Exigencies Caused by Civil Disturbances
  - 31 & 31a. Summary Statement of Debt Service Requirements - Municipal (or County)
  - 32. Summary Statement of Debt Service Requirements - School - Type I and Current
  - 33. Debt Service for Notes (Other than Assessment Notes)
  - 34 & 34a. Debt Service for Assessment Notes / Schedule of Capital Lease Program Obligations
  - 35 & 35a. Improvement Authorizations
  - 36. Capital Improvement Fund
  - 37. Down Payment
  - 37. Capital Improvements Authorized in 2017
  - 38. General Capital Surplus, Bond Covenants
  - 39. Required information (N.J.S.A. 52:27BB-55 as amended by Chap. 211, P.L. 1981)
- UTILITIES ONLY
- 40. Instructions
  - 41 & 55. Trial Balance - Utility Fund
  - 42 & 56. Trial Balance - Utility Assessment Trust Funds
  - 43 & 57. Analysis of Utility Assessment Trust Cash and Investments Pledged to Liabilities and Surplus
  - 44 & 58. Utility Revenues and Appropriations
  - 45 & 59. 2017 Utility Operations
  - 46 & 60. Results of Operation, 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 Obligations
  - 52 & 66. Improvement Authorizations (Utility Capital)
  - 53 & 67. Capital Improvement Fund and Down Payments
  - 54 & 68. Utility Capital Improvements Authorized in 2017; Utility Capital Surplus