

# ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2018 (UNAUDITED)

POPULATION LAST CENSUS	<u>7,914</u>
NET VALUATION TAXABLE 2018	<u>\$816,824,870.00</u>
MUNICODE	<u>2008</u>

## 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 Kenilworth \_\_\_\_\_ County of \_\_\_\_\_ Union \_\_\_\_\_

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: Joseph DeIorio

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

### REQUIRED CERTIFICATION BY THE CHIEF FINANCIAL OFFICER:

I hereby certify that I am responsible for filing this verified Annual Financial Statement, 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 Joseph DeIorio am the Chief Financial Officer, License #N-0751, of the Borough of Kenilworth, County of Union 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.A. 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.

Prepared by Chief Financial Officer: No

Signature Joseph DeIorio  
Title \_\_\_\_\_  
Address 567 Boulevard  
Kenilworth, NJ 07033  
US  
Phone Number \_\_\_\_\_  
Email financeofficer@kenilworthnj.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 Kenilworth 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.A. 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 end December 31, 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:

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Robert W Swisher  
Registered Municipal Accountant  
Suplee Clooney and Company

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Firm Name

308 East Broad Street  
Westfield, NJ 07090  
USA

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Address

908-789-9300

---

Phone Number

[rswisher@scnco.com](mailto:rswisher@scnco.com)

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Email

Certified by me  
3/11/2019

**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 compiled 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:	Kenilworth
Chief Financial Officer:	Joseph DeIorio
Signature:	Joseph DeIorio
Certificate #:	
Date:	3/11/2019

**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:	Kenilworth
Chief Financial Officer:	
Signature:	
Certificate #:	
Date:	3/10/2019

**22-6002563**

Fed I.D. #

**Kenilworth**

Municipality

**Union**

County

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

Fiscal Year Ending: December 31, 2018

	(1) Federal Programs Expended (administered by the State)	(2) State Programs Expended	(3) Other Federal Programs Expended
<b>TOTAL</b>	<b>\$49,129.00</b>	<b>\$58,818.91</b>	<b>\$</b>

Type of Audit required by OMB Uniform  
Guidance and N.J. Circular 15-08-OMB:

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 Uniform Guidance and N.J. Circular 15-08 OMB. 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 governments. 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 governments.

Joseph DeIorio

Signature of Chief Financial Officer

3/11/2019

Date

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

**INSTRUCTION**

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

If there is a utility operated by the municipality 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 Borough of Kenilworth, County of Union during the year 2018.

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

Signature: Joseph DeIorio  
Name: Joseph DeIorio  
Title: \_\_\_\_\_

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

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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 **\$817,648,500**

Paul Parsons  
\_\_\_\_\_  
SIGNATURE OF TAX ASSESSOR  
\_\_\_\_\_  
Kenilworth  
\_\_\_\_\_  
MUNICIPALITY  
\_\_\_\_\_  
Union  
\_\_\_\_\_  
COUNTY

**CURRENT FUND ASSETS**  
**COMPARATIVE BALANCE SHEET – REGULATORY BASIS**  
**AS OF DECEMBER 31, 2018**

	2018	
Cash:		
Cash	5,452,638.42	
Change Fund	250.00	
Sub Total Cash	<u>5,452,888.42</u>	
Investments:		
Other Receivables		
Due from State of NJ - Senior Citizens & Veterans Deductions	6,473.71	
Sub Total Assets not offset by Reserve for Receivables	<u>6,473.71</u>	
Receivables and Other Assets with Full Reserves		
Delinquent Taxes	378,870.90	
Tax Title Liens	3,353.10	
Property Acquired by Taxes	157,200.00	
Prepaid School Taxes	357,034.00	
Revenue Accounts Receivable	12,684.31	
Due Assessment trust Fund	18,395.15	
Due Trust Other Fund	14,948.29	
Due Animal Control Trust Fund	13,318.81	
Sub Total Receivables and Other Assets with Reserves	<u>955,804.56</u>	
Deferred Charges		
Deferred Charges	45,000.00	
Sub Total Deferred Charges	<u>45,000.00</u>	
Total Assets	<u>6,460,166.69</u>	

**CURRENT FUND LIABILITIES, RESERVES AND FUND BALANCE  
COMPARATIVE BALANCE SHEET – REGULATORY BASIS  
AS OF DECEMBER 31, 2018**

	2018	
Liabilities:		
Encumbrance Payable	213,171.39	
Appropriation Reserves	506,610.84	
Accounts Payable	50,933.78	
Due County for Added and Omitted Taxes	12,773.10	
Prepaid Taxes	174,515.23	
Interfund Payable - General Capital	735,629.08	
Interfund - Grant Fund	117,095.79	
Reserve for Elevator Inspections	34,949.00	
Reserve for LOSAP	40,104.59	
Reserve for Master Plan	59,237.50	
Reserve for Purchase of Equipment	2,304.79	
Reserve for Revaluation	8,525.50	
Reserve for Tax Appeals	92,304.26	
Reserve for Tax Maps	4,826.88	
Total Liabilities	2,052,981.73	
 Total Liabilities, Reserves and Fund Balance:		
Reserve for Receivables	12,684.31	
Reserve for Receivables	943,120.25	
Fund Balance	3,451,380.40	
Total Liabilities, Reserves and Fund Balance	6,460,166.69	

**FEDERAL AND STATE GRANT FUND**  
**COMPARATIVE BALANCE SHEET – REGULATORY BASIS**  
**AS OF DECEMBER 31, 2018**

	2018	
<b>Assets</b>		
Cash	371,804.57	
Federal and State Grants Receivable	996,911.93	
Due Current Fund	117,095.79	
Due General Capital Fund	303,750.00	
Total Assets Federal and State Grant Fund	<u>1,789,562.29</u>	
<b>Liabilities</b>		
Encumbrances Payable	145,122.79	
Appropriated Reserves for Federal and State Grants	1,638,158.49	
Due Trust Other Fund	6,281.01	
Total Liabilities Federal and State Grant Fund	<u>1,789,562.29</u>	

**CAPITAL FUND**  
**COMPARATIVE BALANCE SHEET – REGULATORY BASIS**  
**AS OF DECEMBER 31, 2018**

	<u>2018</u>	
<b>Assets</b>		
Cash	479,790.22	
Prospective Assessments Funded	2,600.00	
Grants Receivable	470,000.00	
Interfund Due Assessment	133,107.91	
Interfund Due Current	735,629.08	
 <b>Deferred Charges</b>		
Deferred Charges - Unfunded	2,055,280.31	
Deferred Charges - Funded	8,549,000.00	
Total Deferred Charges	10,604,280.31	
 Total Assets General Capital Fund	<u>12,425,407.52</u>	
 <b>Liabilities</b>		
Encumbrances Payable	1,854,989.78	
Improvement Authorizations - Funded	522,120.05	
Improvement Authorizations - Unfunded	758,101.20	
General Capital Bonds	8,549,000.00	
Reserve for Payment of Debt Service	55,290.23	
Reserve for Prospective Assessments	2,600.00	
Capital Improvement Fund	66,118.81	
Due Other Trust Funds	2,502.50	
Interfund "Defined by user" Payable	303,750.00	
Total Liabilities and Reserves	12,114,472.57	
 <b>Fund Balance</b>		
Capital Surplus	310,934.95	
Total General Capital Liabilities	<u>12,425,407.52</u>	

**TRUST ASSESSMENT FUND**  
**COMPARATIVE BALANCE SHEET – REGULATORY BASIS**  
**AS OF DECEMBER 31, 2018**

	<u>2018</u>	
Cash:		
Cash	119,852.87	
Sub Total Cash	<u>119,852.87</u>	
Investments		
Assets not offset by Receivables		
Assessments Receivable	35,354.52	
Sub Total Assets not offset by Receivables	<u>35,354.52</u>	
Assets offset by the Reserve for Receivables		
Deferred Charges		
Total Assets	<u>155,207.39</u>	
Liabilities and Reserves		
Due Current Fund	18,395.15	
Due General Capital Fund	133,107.91	
Total Liabilities and Reserves	<u>151,503.06</u>	
Fund Balance		
Fund Balance	3,704.33	
Total Liabilities, Reserves, and Fund Balance	<u>155,207.39</u>	

**OTHER TRUST FUND**  
**COMPARATIVE BALANCE SHEET – REGULATORY BASIS**  
**AS OF DECEMBER 31, 2018**

	2018	
Animal Control Trust Assets		
Cash	23,898.20	
Total Dog Trust Assets	<u>23,898.20</u>	
Animal Control Trust Liabilities		
Due Current Fund	13,318.80	
Reserve for Animal Control Expenditures	<u>10,579.40</u>	
Total Dog Trust Reserves	<u>23,898.20</u>	
CDBG Trust Assets		
CDBG Trust Liabilities		
LOSAP Trust Assets		
LOSAP Trust Liabilities		
Open Space Trust Assets		
Open Space Trust Liabilities		
Other Trust Assets		
Cash	908,879.21	
Other Accounts Receivable	1,908.15	
Due Capital	2,502.50	
Due Grant Fund	6,281.01	
Total Other Trust Assets	<u>919,570.87</u>	
Other Trust Liabilities		
Due Current Fund	14,948.29	
Total Miscellaneous Trust Reserves (31-287)	<u>634,921.70</u>	
Total Trust Escrow Reserves (31-286)	<u>269,700.88</u>	
Total Other Trust Reserves and Liabilities	<u>919,570.87</u>	

**PUBLIC ASSISTANCE FUND**  
**COMPARATIVE BALANCE SHEET – REGULATORY BASIS**  
**AS OF DECEMBER 31, 2018**

	<u>2018</u>	
Assets		
Cash Public Assistance #1	6,200.18	
Cash Public Assistance #2	8,808.88	
Total Public Assistance Assets	<u>15,009.06</u>	
Liabilities and Reserves		
Reserve for Public Assistance	10,964.19	
Other Reserves	4,044.87	
Total Public Assistance Reserves and Liabilities	<u>15,009.06</u>	

## SCHEDULE OF TRUST FUND RESERVES

<u>Purpose</u>	<u>Amount Dec. 31, 2017 Per Audit Report</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance as of Dec. 31, 2018</u>
Outside Police Overtime	\$0.00	\$212,270.25	\$212,270.25	\$0.00
Outside Lien Redemption	\$0.00	\$117,674.63	\$117,674.63	\$0.00
Accumulated Leave	\$145,000.00	\$20,000.00	\$21,772.08	\$143,227.92
Employee Flex Spending	-\$462.70	\$2,220.00	\$2,273.40	-\$516.10
Beautification	\$3,530.12	\$	\$635.00	\$2,895.12
Board of Health Clinics	\$20,974.62	\$	\$	\$20,974.62
Centennial Committee Donations	\$2,452.12	\$	\$1,502.12	\$950.00
Conservation Funds	\$88.37	\$	\$	\$88.37
County Environmental Health Act	\$864.15	\$	\$	\$864.15
Donations for National Night Out	\$20.00	\$	\$	\$20.00
Donations for Police	\$2,566.50	\$2,576.00	\$1,126.67	\$4,015.83
Donations for Police Equipment	\$7,080.71	\$14.00	\$1,036.00	\$6,058.71
Due State of NJ- Marriage License	\$325.00	\$1,225.00	\$875.00	\$675.00
Escrow Deposits	\$24,706.83	\$57,571.23	\$64,271.48	\$18,006.58
Escrow Engineer	\$12,986.00	\$	\$	\$12,986.00
Fire Prevention Penalties	\$13,000.00	\$500.00	\$6,000.00	\$7,500.00
Forfeited Funds Police- County	\$120,911.41	\$281.62	\$400.00	\$120,793.03
Inflow Infiltration	\$59,870.27	\$5,925.00	\$	\$65,795.27
Insurance Safety Award	\$2,297.60	\$	\$351.00	\$1,946.60
Maintenance Deposits	\$375.00	\$	\$	\$375.00
Misc. John Green Criminal Property	\$1,060.00	\$	\$	\$1,060.00
Misc. Unidentified	\$86.67	\$	\$	\$86.67
Municipal Alliance Donations	\$254.85	\$	\$	\$254.85
Park Revitalization	\$165.75	\$	\$	\$165.75
Paving and Sewer Maintenance Escrow	\$7,482.50	\$	\$	\$7,482.50
Payroll Deductions Payable	\$82,852.39	\$7,883,500.84	\$7,944,835.54	\$21,517.69
Performance Deposits	\$11,625.80	\$	\$5,000.00	\$6,625.80
POAA	\$2,074.90	\$332.00	\$	\$2,406.90
Pride in Kenilworth Donations	\$380.22	\$410.00	\$790.22	\$0.00
Public Defender	\$3,896.50	\$6,802.50	\$4,620.00	\$6,079.00
Recreation Programs	\$65,003.48	\$152,489.00	\$109,763.55	\$107,728.93

<u>Purpose</u>	<u>Amount Dec. 31, 2017 Per Audit Report</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance as of Dec. 31, 2018</u>
Snow reserve	\$39,761.23	\$20,500.00	\$	\$60,261.23
State Building Surcharge Fees	\$5,452.00	\$19,038.00	\$17,340.00	\$7,150.00
Street Opening Deposits	\$3,500.00	\$	\$	\$3,500.00
Tase Night	\$1,814.50	\$	\$	\$1,814.50
Tax Sale Premiums	\$291,200.00	\$85,000.00	\$151,600.00	\$224,600.00
Traffic Light Maintenance Fund	\$486.09	\$	\$	\$486.09
U.C. Youth Commission	\$3,037.53	\$	\$	\$3,037.53
Unemployment Insurance	\$48,533.66	\$30,960.92	\$35,785.54	\$43,709.04
<b>Totals</b>	<b>\$985,254.07</b>	<b>\$8,619,290.99</b>	<b>\$8,699,922.48</b>	<b>\$904,622.58</b>

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

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2017	Receipts		Other	Disbursements	Balance Dec. 31, 2018
		Assessments and Liens	Current Budget			
Assessment Bond Anticipation Note Issues:						
Ordinance 2011-08	0.00					0.00
Ordinance -2015-07	19,067.42					19,067.42
Other Liabilities						
Trust Surplus						
Trust Surplus	3,704.33					3,704.33
Less Assets "Unfinanced"						
Due Current Fund	17,000.00	1,395.15				18,395.15
Due General Capital Fund	76,207.91	56,900.00				133,107.91
Ordinance 2011-08	-2.60					-2.60
Ordinance 2015-07	-15,868.35					-15,868.35
<b>Totals</b>	<b>100,108.71</b>	<b>58,295.15</b>				<b>158,403.86</b>

## CASH RECONCILIATION DECEMBER 31, 2018

	Cash		Less Checks Outstanding	Cash Book Balance
	On Hand	On Deposit		
Capital - General		479,790.22		479,790.22
Current	211,925.10	5,531,780.96	291,067.64	5,452,638.42
Federal and State Grant Fund	299.50	421,505.07	50,000.00	371,804.57
Municipal Open Space Trust Fund				
Public Assistance #1**		6,200.18		6,200.18
Public Assistance #2**		8,808.88		8,808.88
Trust - Assessment	119,852.87			119,852.87
Trust - Dog License		23,898.20		23,898.20
Trust - Other	29,179.67	1,098,935.60	219,236.06	908,879.21
<b>Total</b>	<b>361,257.14</b>	<b>7,570,919.11</b>	<b>560,303.70</b>	<b>7,371,872.55</b>

\* - Include Deposits In Transit

\*\* - Be sure to include a Public Assistance reconciliation and trial balance if the municipality maintains such a bank account

### **REQUIRED CERTIFICATION**

I hereby certify that all amounts shown in the "Cash on Deposit" column on Sheet 9 and 9(a) have been verified with the applicable bank statements, certificates, agreements or passbooks at December 31, 2018.

I also certify that all amounts, if any, shown for Investments in Savings and Loan Associations on any trial balance have been verified with the applicable passbooks at December 31, 2018.

All "Certificates of Deposit", "Repurchase Agreements" and other investments must be reported as cash and included in this certification.

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

Signature: Robert W Swisher      Title: Registered Municipal Accountant

**CASH RECONCILIATION DECEMBER 31, 2018 (CONT'D)**  
LIST BANKS AND AMOUNTS SUPPORTING "CASH ON DEPOSIT"

<b>Bank</b>	<b>Amount</b>
Animal Control xxx7558	23,898.20
Capital Account xxx7646	334,790.22
CDBG Account xxx7566	27,386.70
Clearing Account xxx7611	272,310.14
Current Account xxx9079	5,259,470.82
Escrow xxx1169	20,879.08
Forfeiture-MLETA	120,793.03
General Trust Account xxx7531	288,522.26
Grants Account xxx7638	244,118.37
Money Market Account xxx9359	820,000.00
PATF 1 Community Account xxx9815	4,044.87
PATF I xxx7283	2,155.31
PATF II xxx2772	8,808.88
Payroll Account xxx9183	120,032.19
Unemployment Trust xxx7574	23,709.04
<b>Total</b>	<b>7,570,919.11</b>

Note: Sections N.J.S.A. 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, 2018	2018 Budget Revenue Realized	Received	Canceled	Other	Balance Dec. 31, 2018	Other Grant Receivable Description
Alcohol Education Rehabilitation		146.46	146.46			0.00	
Clean Communities	0.00	14,242.20	14,242.20			0.00	
Recycling Tonnage Grant		16,640.99				16,640.99	
Union County Recycling		9,000.00	9,000.00			0.00	
NJ DOT		470,000.00				470,000.00	
Union County Level the Playing Field		25,470.00				25,470.00	
CDBG Social Services Program '18		12,000.00				12,000.00	
CDBG Handyman '18		20,000.00				20,000.00	
CDBG ADA Curbing '18		1,700.00				1,700.00	
Union County Infrastructure Grant CY18		75,000.00	75,000.00			0.00	
Union County Senior Focus CY18		23,400.00	23,400.00			0.00	
Union County Heart Grant CY18		1,500.00	1,500.00			0.00	
Union County Kids Trust Grant Program		50,000.00				50,000.00	
CDBG ADA Curbing	20,000.00		20,000.00			0.00	
CDBG Handyman	2,000.00		526.40	1,473.60		0.00	
CDBG Socail Services Program	12,200.00		12,200.00			0.00	
DDEF	3,333.48					3,333.48	
Department of Transportation	46,250.00		46,250.00			0.00	
Federal Bulletproof Vest Partnership	4,282.51	2,655.00				6,937.51	
FEMA Public Assistance	18,116.00					18,116.00	
Greening Union County	3,000.00	3,000.00				6,000.00	
Hazardous Mitigation Grant	69,000.00					69,000.00	
Municipal Alliance	5,779.91	18,255.00	17,411.60			6,623.31	
NJ Transportation Trust fund '17	225,000.00		168,750.00			56,250.00	
Union County Freeholder Initiative - Senior center	23,400.00					23,400.00	
Union County Infrastructure Grant	75,000.00					75,000.00	
Union County Infrastructure Grant	11,562.44					11,562.44	

Grant	Balance Jan. 1, 2018	2018 Budget Revenue Realized	Received	Canceled	Other	Balance Dec. 31, 2018	Other Grant Receivable Description
Union County Kids Recreation Grant	45,000.00					45,000.00	
Union County Kids Trust Grant Program	50,000.00					50,000.00	
Union County Kids Trust Grant Program	29,878.20					29,878.20	
<b>Total</b>	<b>643,802.54</b>	<b>743,009.65</b>	<b>388,426.66</b>	<b>1,473.60</b>	<b>0.00</b>	<b>996,911.93</b>	

## SCHEDULE OF APPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Grant	Balance Jan. 1, 2018	Transferred from 2018 Budget Appropriations		Expended	Cancelled	Other	Balance Dec. 31 2018	Other Grant Receivable Description
		Budget	Appropriation by 40A:4-87					
Alcohol Education Rehabilitation Fund	9,140.30		146.46				9,286.76	
Body Armor Replacement Fund	5,282.10			885.00			4,397.10	
CDBG ADA Curbing	20,000.00			20,000.00			0.00	
CDBG ADA Curbing'18		1,700.00		15.00			1,685.00	
CDBG Handymen	1,833.50			344.90	1,473.60		15.00	
CDBG Handymen '18		20,000.00		20,000.00			0.00	
CDBG Social Services Program	8,085.49			5,945.14			2,140.35	
CDBG Social Services Program '18		12,000.00		2,823.97			9,176.03	
Clean Communities Program	46,593.84		14,242.20	13,074.66			47,761.38	
Comcast Equipment Grant	50,000.00			19,264.00			30,736.00	
Drive Sober or Get Pulled Over	2,800.00						2,800.00	
Drunk Driving Enforcement Fund	4,653.65						4,653.65	
Federal Bullet Proof Vest Program	2,512.51		2,655.00				5,167.51	
FEMA Public Assistance	18,116.00						18,116.00	
Greening Union County	3,000.00		3,000.00				6,000.00	
Municipal Alliance	3,274.53	18,255.00		19,518.14			2,011.39	
Municipal Alliance Match	3,178.09	8,000.00		3,051.06			8,127.03	
NJ DOT		470,000.00					470,000.00	
NJ DOT	225,000.00						225,000.00	
NJ Transportation Trust Fund	405,000.00						405,000.00	
Recycling Tonnage Grant	103,365.21	16,640.99		25,341.11			94,665.09	
UC Freeholder Initiative- Senior Center	23,400.00						23,400.00	
UC Kids Trust Grant Program	50,000.00						50,000.00	
UC Kids Trust Grant Program	45,000.00						45,000.00	

Grant	Balance Jan. 1, 2018	Transferred from 2018 Budget Appropriations		Expended	Cancelled	Other	Balance Dec. 31 2018	Other Grant Receivable Description
		Budget	Appropriation by 40A:4-87					
Union County Heart Grant CY18			1,500.00	1,500.00			0.00	
Union County Infrastructure Grant	19,550.00						19,550.00	
Union County Infrastructure Grant CY17	75,000.00						75,000.00	
Union County Infrastructure Grant CY18			75,000.00	75,000.00			0.00	
Union County Kids Recreation	29,878.20			29,878.00			0.20	
Union County Kids Trust Grant Program			50,000.00				50,000.00	
Union County Level the Playing Field		25,470.00					25,470.00	
Union County Recycling	3,000.00		9,000.00	9,000.00			3,000.00	
Union County Senior Focus CY18			23,400.00	23,400.00			0.00	
<b>Total</b>	<b>1,157,663.42</b>	<b>572,065.99</b>	<b>178,943.66</b>	<b>269,040.98</b>	<b>1,473.60</b>	<b>0.00</b>	<b>1,638,158.49</b>	

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

Grant	Balance Jan. 1, 2018	Transferred from 2018 Budget Appropriations		Receipts	Grants Receivable	Other	Balance Dec. 31, 2018	Other Grant Receivable Description
		Budget	Appropriation By 40A:4-87					
Total	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## LOCAL DISTRICT SCHOOL TAX

	Debit	Credit
<b>Balance January 1, 2018</b>	xxxxxxxxxx	xxxxxxxxxx
School Tax Payable #	xxxxxxxxxx	0.00
School Tax Deferred (Not in excess of 50% of Levy - 2017 -2018)	xxxxxxxxxx	10,286,862.50
Prepaid Beginning Balance	420,401.90	xxxxxxxxxx
Levy School Year July 1, 2018- June 30, 2019	xxxxxxxxxx	20,516,115.00
Levy Calendar Year 2018	xxxxxxxxxx	
Paid	20,481,552.10	xxxxxxxxxx
<b>Balance December 31, 2018</b>	xxxxxxxxxx	xxxxxxxxxx
School Tax Payable #		xxxxxxxxxx
School Tax Deferred (Not in excess of 50% of Levy -2018 -2019)	10,258,057.50	xxxxxxxxxx
Prepaid Ending Balance	357,034.00	xxxxxxxxxx
	31,160,011.50	31,160,011.50

Amount Deferred during year -28,805.00

\* Not including Type 1 school debt service, emergency authorizations-schools, transfer to Board of Education for use of local schools

# Must include unpaid requisitions

# MUNICIPAL OPEN SPACE TAX

	Debit	Credit
<b>Balance January 1, 2018</b>	xxxxxxxxxxxx	0.00
2018 Levy	xxxxxxxxxxxx	
Added and Omitted Levy	xxxxxxxxxxxx	
Interest Earned	xxxxxxxxxxxx	
Expenditures		xxxxxxxxxxxx
<b>Balance December 31, 2018</b>	0.00	xxxxxxxxxxxx
	0.00	0.00

## REGIONAL SCHOOL TAX

	Debit	Credit
<b>Balance January 1, 2018</b>		
School Tax Payable	xxxxxxxxxxxx	xxxxxxxxxxxx
School Tax Deferred (Not in excess of 50% of Levy - 2017 -2018)	xxxxxxxxxxxx	0.00
Prepaid Beginning Balance		xxxxxxxxxxxx
Levy School Year July 1, 2018- June 30, 2019	xxxxxxxxxxxx	
Levy Calendar Year 2018	xxxxxxxxxxxx	
Paid		xxxxxxxxxxxx
<b>Balance December 31, 2018</b>	xxxxxxxxxxxx	xxxxxxxxxxxx
School Tax Payable	0.00	xxxxxxxxxxxx
School Tax Deferred (Not in excess of 50% of Levy - 2018 -2019)	0.00	xxxxxxxxxxxx
Prepaid Ending Balance		xxxxxxxxxxxx
	0.00	0.00

Amount Deferred during Year \_\_\_\_\_  
 # Must include unpaid requisitions

## REGIONAL HIGH SCHOOL TAX

	Debit	Credit
<b>Balance January 1, 2018</b>		
School Tax Payable	xxxxxxxxxxxx	xxxxxxxxxxxx
School Tax Deferred (Not in excess of 50% of Levy - 2017 - 2018 )	xxxxxxxxxxxx	0.00
Prepaid Beginning Balance		xxxxxxxxxxxx
Levy School Year July 1, 2018- June 30, 2019	xxxxxxxxxxxx	
Levy Calendar Year 2018	xxxxxxxxxxxx	
Paid		xxxxxxxxxxxx
<b>Balance December 31, 2018</b>	xxxxxxxxxxxx	xxxxxxxxxxxx
School Tax Payable	0.00	xxxxxxxxxxxx
School Tax Deferred (Not in excess of 50% of Levy - 2018 -2019)	0.00	xxxxxxxxxxxx
Prepaid Ending Balance		xxxxxxxxxxxx
	0.00	0.00

Amount Deferred during year \_\_\_\_\_  
 # Must include unpaid requisitions

## COUNTY TAXES PAYABLE

	Debit	Credit
<b>Balance January 1, 2018</b>	xxxxxxxxxxxx	xxxxxxxxxxxx
County Taxes	xxxxxxxxxxxx	0.00
Due County for Added and Omitted Taxes	xxxxxxxxxxxx	31,122.95
2018 Levy	xxxxxxxxxxxx	xxxxxxxxxxxx
General County	xxxxxxxxxxxx	7,342,503.55
County Library	xxxxxxxxxxxx	
County Health	xxxxxxxxxxxx	
County Open Space Preservation	xxxxxxxxxxxx	213,212.25
Due County for Added and Omitted Taxes	xxxxxxxxxxxx	12,773.10
Paid	7,586,838.75	xxxxxxxxxxxx
<b>Balance December 31, 2018</b>	xxxxxxxxxxxx	xxxxxxxxxxxx
County Taxes	0.00	xxxxxxxxxxxx
Due County for Added and Omitted Taxes	12,773.10	xxxxxxxxxxxx
	7,599,611.85	7,599,611.85

Paid for Regular County Levies	7,555,715.80
Paid for Added and Omitted Taxes	31,122.95

## **SPECIAL DISTRICT TAXES**

	Debit	Credit
<b>Balance January 1, 2018</b>	xxxxxxxxxxxx	0.00
2018 Levy (List Each Type of District Tax Separately – see Footnote)	xxxxxxxxxxxx	xxxxxxxxxxxx
	xxxxxxxxxxxx	
Total 2018 Levy	xxxxxxxxxxxx	
Paid		xxxxxxxxxxxx
<b>Balance December 31, 2018</b>	0.00	xxxxxxxxxxxx
	0.00	0.00

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

## STATEMENT OF GENERAL BUDGET REVENUES 2018

Source	Budget -01	Realized -02	Excess or Deficit -03
Surplus Anticipated	1,670,689.06	1,670,689.06	0.00
Surplus Anticipated with Prior Written Consent of Director of Local Government			
Adopted Budget	2,819,854.79	3,318,395.01	498,540.22
Added by N.J.S.A. 40A:4-87	178,797.20	178,797.20	0.00
Total Miscellaneous Revenue Anticipated	2,998,651.99	3,497,192.21	498,540.22
Receipts from Delinquent Taxes	250,000.00	445,853.77	195,853.77
Amount to be Raised by Taxation:	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
(a) Local Tax for Municipal Purposes	11,548,420.81	XXXXXXXXXXXX	XXXXXXXXXXXX
(b) Addition to Local District School Tax		XXXXXXXXXXXX	XXXXXXXXXXXX
(c) Minimum Library Tax	469,559.17	XXXXXXXXXXXX	XXXXXXXXXXXX
County Only: Total Raised by Taxation	XXXXXXXXXXXX	12,525,098.91	XXXXXXXXXXXX
Total Amount to be Raised by Taxation	12,017,979.98	12,525,098.91	507,118.93
	16,937,321.03	30,663,932.86	1,201,512.92

## ALLOCATION OF CURRENT TAX COLLECTIONS

	Debit	Credit
Current Taxes Realized in Cash	XXXXXXXXXXXX	39,769,702.81
<b>Amount to be Raised by Taxation:</b>	XXXXXXXXXXXX	XXXXXXXXXXXX
Local District School Tax	20,516,115.00	XXXXXXXXXXXX
Regional School Tax		XXXXXXXXXXXX
Regional High School Tax		XXXXXXXXXXXX
County Taxes	7,555,715.80	XXXXXXXXXXXX
Due County for Added and Omitted Taxes	12,773.10	XXXXXXXXXXXX
Special District Taxes		XXXXXXXXXXXX
Municipal Open Space Tax		XXXXXXXXXXXX
Reserve for Uncollected Taxes	XXXXXXXXXXXX	840,000.00
Deficit in Required Collection of Current Taxes (or)	XXXXXXXXXXXX	
Balance for Support of Municipal Budget (or)	12,525,098.91	XXXXXXXXXXXX
*Excess Non-Budget Revenue (see footnote)		XXXXXXXXXXXX
*Deficit Non-Budget Revenue (see footnote)	XXXXXXXXXXXX	
	40,609,702.81	40,609,702.81

\* 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 REVENUES 2018**  
**MISCELLANEOUS REVENUES ANTICIPATED: ADDED BY N.J.S.A. 40A:4-87**

Source	Budget	Realized	Excess or (Deficit)
Union County Senior Focus	23,400.00	23,400.00	0.00
Union County Recycling	9,000.00	9,000.00	0.00
Union County Heart Grant	1,500.00	1,500.00	0.00
Body Armor Replacement Fund			
CDBG Grants			
Clean Communities Grant	14,242.20	14,242.20	0.00
Distracted Driver Grant			
Drive Sober or get pulled over			
Drunk Driving Enforcement Grant			
Federal Bulletproof Vest Grants	2,655.00	2,655.00	0.00
Greening Union County	3,000.00	3,000.00	0.00
NJ DOT Grant			
Recycling Tonnage Grant			
UC Freeholder Initiative - Senior Center			
UC Infrastructure Grant	75,000.00	75,000.00	0.00
UC Kids Recreation Grant	50,000.00	50,000.00	0.00
<b>TOTAL</b>	<b>178,797.20</b>	<b>178,797.20</b>	<b>0.00</b>

I hereby certify that the above list of Chapter 159 insertions of revenue have been realized in cash or I have received written notification of the award of public or private revenue. These insertions meet the statutory requirements of N.J.S.A. 40A:4-87 and matching funds have been provided if applicable.

CFO Signature: \_\_\_\_\_ Joseph DeIorio \_\_\_\_\_

## STATEMENT OF GENERAL BUDGET APPROPRIATIONS 2018

2018 Budget as Adopted	16,758,523.83
2018 Budget - Added by N.J.S.A. 40A:4-87	178,797.20
Appropriated for 2018 (Budget Statement Item 9)	16,937,321.03
Appropriated for 2018 Emergency Appropriation (Budget Statement Item 9)	
Total General Appropriations (Budget Statement Item 9)	16,937,321.03
Add: Overexpenditures (see footnote)	
<b>Total Appropriations and Overexpenditures</b>	<b>16,937,321.03</b>
<b>Deduct Expenditures:</b>	
Paid or Charged [Budget Statement Item (L)]	15,590,471.96
Paid or Charged - Reserve for Uncollected Taxes	840,000.00
Reserved	506,610.84
<b>Total Expenditures</b>	<b>16,937,082.80</b>
Unexpended Balances Cancelled (see footnote)	238.23

### **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."

## SCHEDEULE OF EMERGENCY APPROPRIATIONS FOR LOCAL DISTRICT SCHOOL PURPOSES (EXCEPT FOR TYPE I SCHOOL DEBT SERVICE)

2018 Authorizations		
N.J.S.A. 40A:4-46 (After adoption of Budget)		
N.J.S.A. 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
Animal Control Excess		3,412.56
Cancelation of Reserves for Federal and State Grants (Credit)		
Cancellation of Federal and State Grants Receivable (Debit)		
Deferred School Tax Revenue: Balance December 31, CY		10,258,057.50
Deferred School Tax Revenue: Balance January 1, CY	10,286,862.50	
Deficit in Anticipated Revenues: Delinquent Tax Collections		
Deficit in Anticipated Revenues: Miscellaneous Revenues Anticipated	0.00	
Deficit in Anticipated Revenues: Required Collection of Current Taxes		
Excess of Anticipated Revenues: Delinquent Tax Collections		195,853.77
Excess of Anticipated Revenues: Miscellaneous Revenues Anticipated		498,540.22
Excess of Anticipated Revenues: Required Collection of Current Taxes		507,118.93
Interfund Advances Originating in CY (Debit)	4,689.76	
Miscellaneous Revenue Not Anticipated		77,864.35
Miscellaneous Revenue Not Anticipated: Proceeds of Sale of Foreclosed Property		
Prior Years Interfunds Returned in CY (Credit)		
Refund of Prior Year Revenue (Debit)	9,779.13	
Reserve for Prepaid School Tax	357,034.00	
Sale of Municipal Assets (Credit)		
Senior Citizen Deductions Disallowed - Prior Year Taxes (Debit)		
Statutory Excess in Reserve for Dog Fund Expenditures (Credit)		
Unexpended Balances of CY Budget Appropriations		238.23
Unexpended Balances of PY Appropriation Reserves (Credit)		719,036.27
Surplus Balance	1,601,756.44	xxxxxxxxxxxx
Deficit Balance	xxxxxxxxxxxx	
	12,260,121.83	12,260,121.83

## **SCHEDULE OF MISCELLANEOUS REVENUES NOT ANTICIPATED**

<b>Source</b>	<b>Amount Realized</b>
Variances & Tax Searches	170.00
Recycling	683.84
Industrial Waste Charge	3,058.00
Interlocal Admin Fee	1,000.00
Assessment Interest	188.13
Farmers Market	400.00
Building/Zoning Registration Fees	14,225.00
Library Reimbursements	
Miscellaneous	53,121.85
State of NJ Administrative Fees	70.63
Interlocal PERS Reimbursement	4,946.90
<b>Total Amount of Miscellaneous Revenues Not Anticipated</b>	<b>\$77,864.35</b>

**SURPLUS – CURRENT FUND**  
**YEAR 2018**

	Debit	Credit
Balance January 1, CY (Credit)		3,520,313.02
Amount Appropriated in the CY Budget - Cash	1,670,689.06	
Amount Appropriated in the CY Budget - with Prior Written Consent of Director of Local Government Services		
Excess Resulting from CY Operations		1,601,756.44
Miscellaneous Revenue Not Anticipated: Payments in Lieu of Taxes on Real Property (Credit)		
Balance December 31, 2018	3,451,380.40	xxxxxxxxxxxx
	5,122,069.46	5,122,069.46

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

Cash	5,452,888.42
Investments	
Sub-Total	5,452,888.42
Deduct Cash Liabilities Marked with "C" on Trial Balance	2,052,981.73
Cash Surplus	3,399,906.69
Deficit in Cash Surplus	
Other Assets Pledged to Surplus	
Due from State of N.J. Senior Citizens and Veterans	
Deduction	6,473.71
Deferred Charges #	45,000.00
Cash Deficit	0.00
Total Other Assets	51,473.71
	3,451,380.40

**(FOR MUNICIPALITIES ONLY)**  
**CURRENT TAXES – 2018 LEVY**

1. Amount of Levy as per Duplicate (Analysis) #	\$40,097,932.87
or	
(Abstract of Ratables)	\$
2. Amount of Levy Special District Taxes	\$
3. Amount Levied for Omitted Taxes under N.J.S.A. 54:4-63.12 et. seq.	\$
4. Amount Levied for Added Taxes under N.J.S.A. 54:4-63.1 et. seq.	<u>\$77,952.05</u>
5a. Subtotal 2018 Levy	<u>\$40,175,884.92</u>
5b. Reductions due to tax appeals **	\$
5c. Total 2018 Tax Levy	<u>\$40,175,884.92</u>
6. Transferred to Tax Title Liens	<u>\$3,552.81</u>
7. Transferred to Foreclosed Property	\$
8. Remitted, Abated or Canceled	<u>\$23,758.40</u>
9. Discount Allowed	\$
10. Collected in Cash: In 2017	<u>\$808,881.24</u>
In 2018*	<u>\$38,579,332.64</u>
Homestead Benefit Revenue	<u>\$316,001.94</u>
State's Share of 2018 Senior Citizens and Veterans	
Deductions Allowed	<u>\$65,486.99</u>
Total to Line 14	<u>\$39,769,702.81</u>
11. Total Credits	<u>\$39,797,014.02</u>
12. Amount Outstanding December 31, 2018	<u>\$378,870.90</u>
13. Percentage of Cash Collections to Total 2018 Levy, (Item 10 divided by Item 5c) is	<u>98.9890</u>

**Note: Did Municipality Conduct Accelerated Tax Sale or Tax Levy Sale?**

**No**

14. Calculation of Current Taxes Realized in Cash:	
Total of Line 10	\$39,769,702.81
Less: Reserve for Tax Appeals Pending	\$
State Division of Tax Appeals	
To Current Taxes Realized in Cash	<u>\$39,769,702.81</u>

Note A: In showing the above percentage the following should be noted:

Where Item 5 shows \$40,175,884.92, and Item 10 shows \$39,769,702.81, the percentage represented by the cash collections would be \$39,769,702.81 / \$40,175,884.92 or 98.9890. The correct percentage to be shown as Item 13 is 98.9890%.

# 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 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 of 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.....

*LESS:* Proceeds from Accelerated Tax Sale.....

**NET Cash Collected.....**

Line 5c Total 2018 Tax Levy.....

Percentage of Collection Excluding Accelerated Tax Sale Proceeds

(Net Cash Collected divided by Item 5c) is.....

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#### **(2) Utilizing Tax Levy Sale**

Total of Line 10 Collected in Cash.....

*LESS:* Proceeds from Tax Levy Sale (excluding premium).....

**NET Cash Collected.....**

Line 5c 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 Jan 1, CY: Due From State of New Jersey (Debit)	9,018.24	
1	Balance Jan 1, CY: Due To State of New Jersey (Credit)		0.00
2	Sr. Citizens Deductions Per Tax Billings (Debit)	14,500.00	
3	Veterans Deductions Per Tax Billings (Debit)	51,750.00	
4	Sr. Citizen & Veterans Deductions Allowed by Collector (Debit)	1,000.00	
7	Sr. Citizen & Veterans Deductions Disallowed by Collector (Credit)		1,763.01
8	Sr. Citizens Deductions Disallowed By Tax Collector PY Taxes (Credit)		
9	Received in Cash from State (Credit)		68,031.52
	Balance December 31, 2018	76,268.24	6,473.71
		76,268.24	76,268.24

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

Line 2	14,500.00
Line 3	51,750.00
Line 4	1,000.00
Sub-Total	<u>67,250.00</u>
Less: Line 7	1,763.01
To Item 10	<u>65,486.99</u>

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

		Debit	Credit
<b>Balance January 1, 2018</b>		xxxxxxxxxxxx	102,083.39
Taxes Pending Appeals	102,083.39	xxxxxxxxxxxx	xxxxxxxxxxxx
Interest Earned on Taxes Pending Appeals	0.00	xxxxxxxxxxxx	xxxxxxxxxxxx
Contested Amount of 2018 Taxes Collected which are Pending State Appeal		xxxxxxxxxxxx	
Interest Earned on Taxes Pending State Appeals		xxxxxxxxxxxx	
Budget Appropriation		xxxxxxxxxxxx	60,000.00
Cash Paid to Appellants (Including 5% Interest from Date of Payment)	69,779.13	xxxxxxxxxxxx	
Closed to Results of Operations (Portion of Appeal won by Municipality, including Interest)		xxxxxxxxxxxx	
<b>Balance December 31, 2018</b>	92,304.26	xxxxxxxxxxxx	
Taxes Pending Appeals*	92,304.26	xxxxxxxxxxxx	xxxxxxxxxxxx
Interest Earned on Taxes Pending Appeals		xxxxxxxxxxxx	xxxxxxxxxxxx
		162,083.39	162,083.39

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

Jill Goode  
Signature of Tax Collector  
6/11/2018

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License # Date

## SCHEDULE OF DELINQUENT TAXES AND TAX TITLE LIENS

		Debit	Credit
1. <b>Balance January 1, 2018</b>		446,158.93	xxxxxxxxxxxx
A. Taxes	412,218.17	xxxxxxxxxxxx	xxxxxxxxxxxx
B. Tax Title Liens	33,940.76	xxxxxxxxxxxx	xxxxxxxxxxxx
2. Cancelled			
A. Taxes		xxxxxxxxxxxx	504.87
B. Tax Title Liens		xxxxxxxxxxxx	
3. Transferred to Foreclosed Tax Title Liens:			
A. Taxes		xxxxxxxxxxxx	
B. Tax Title Liens		xxxxxxxxxxxx	
4. Added Taxes			xxxxxxxxxxxx
5. Added Tax Title Liens			xxxxxxxxxxxx
6. Adjustment between Taxes (Other than current year)			
A. Taxes - Transfers to Tax Title Liens		xxxxxxxxxxxx	
B. Tax Title Liens - Transfers from Taxes			xxxxxxxxxxxx
7. Balance Before Cash Payments		xxxxxxxxxxxx	445,654.06
8. Totals		446,158.93	446,158.93
9. Collected:		xxxxxxxxxxxx	445,853.77
A. Taxes	411,713.30	xxxxxxxxxxxx	xxxxxxxxxxxx
B. Tax Title Liens	34,140.47	xxxxxxxxxxxx	xxxxxxxxxxxx
10. Interest and Costs - 2018 Tax Sale			xxxxxxxxxxxx
11. 2018 Taxes Transferred to Liens		3,552.81	xxxxxxxxxxxx
12. 2018 Taxes		378,870.90	xxxxxxxxxxxx
13. <b>Balance December 31, 2018</b>		xxxxxxxxxxxx	382,224.00
A. Taxes	378,870.90	xxxxxxxxxxxx	xxxxxxxxxxxx
B. Tax Title Liens	3,353.10	xxxxxxxxxxxx	xxxxxxxxxxxx
14. Totals		828,077.77	828,077.77

15. Percentage of Cash Collections to Adjusted Amount Outstanding

(Item No. 9 divided by Item No. 7) is 100.0448

16. Item No. 14 multiplied by percentage shown above is 382,395.24 and represents the

maximum amount that may be anticipated in 2019.

(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
Balance January 1, CY (Debit)	157,200.00	
Adjustment to Assessed Valuation (Credit)		
Adjustment to Assessed Valuation (Debit)		
Foreclosed or Deeded in CY: Tax Title Liens (Debit)		
Foreclosed or Deeded in CY: Taxes Receivable (Debit)		
Sales: Cash* (Credit)		
Sales: Contract (Credit)		
Sales: Gain on Sales (Debit)		
Sales: Loss on Sales (Credit)		
Sales: Mortgage (Credit)		
Balance December 31, 2018	xxxxxxxxxxxx	157,200.00
	157,200.00	157,200.00

**CONTRACT SALES**

	Debit	Credit
Balance January 1, CY (Debit)	0.00	
Collected * (Credit)		
CY Sales from Foreclosed Property (Debit)		
Balance December 31, 2018	xxxxxxxxxxxx	

**MORTGAGE SALES**

	Debit	Credit
Balance January 1, CY (Debit)	0.00	
Collected * (Credit)		
CY Sales from Foreclosed Property (Debit)		
Balance December 31, 2018	xxxxxxxxxxxx	

Analysis of Sale of Property: \$0.00

\*Total Cash Collected in 2018

Realized in 2018 Budget

To Results of Operation 0.00

**DEFERRED CHARGES**  
**- MANDATORY CHARGES ONLY -**  
**CURRENT, TRUST, AND GENERAL CAPITAL FUNDS**  
**(Do not include the emergency authorizations pursuant to**  
**N.J.S.A. 40A:4-55, N.J.S.A. 40A:4-55.1 or N.J.S.A. 40A:4-55.13)**

Caused By	Amount Dec. 31, 2017 per Audit Report	Amount in 2018 Budget	Amount Resulting from 2018	Balance as at Dec. 31, 2018
Animal Control Fund	\$0.00	\$	\$	\$
Capital -	\$0.00	\$	\$	\$
Deficit from Operations	\$0.00	\$	\$0.00	\$0.00
Expenditure without an Appropriation	\$0.00	\$	\$	\$
Over Expenditure of Appropriation Reserves	\$7,441.05	\$	\$	\$
Over Expenditure of Appropriations	\$5,014.67	\$	\$	\$
Trust Assessment	\$0.00	\$	\$	\$
Trust Other	\$0.00	\$	\$	\$
<b>Subtotal Current Fund</b>	<b>\$12,455.72</b>	\$	\$0.00	\$0.00
<b>Subtotal Trust Fund</b>	<b>\$0.00</b>	\$	\$	\$
<b>Subtotal Capital Fund</b>	<b>\$0.00</b>	\$	\$	\$
<b>Total Deferred Charges</b>	<b>\$12,455.72</b>	\$	\$0.00	\$0.00

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

Date	Purpose	Amount
		\$

**JUDGEMENTS ENTERED AGAINST MUNICIPALITY AND NOT  
SATISFIED**

In Favor Of	On Account Of	Date Entered	Amount	Appropriated for in Budget of Year
			\$	2019

**N.J.S.A. 40A:4-53 SPECIAL EMERGENCY - TAX MAP; REVALUATION; MASTER PLAN; REVISION AND CODIFICATION OF ORDINANCES; DRAINAGE MAPS FOR FLOOD CONTROL; PRELIMINARY ENGINEERING STUDIES, ETC. FOR SANITARY SEWER SYSTEM; MUNICI- PAL CONSOLIDATION ACT; FLOOD OR HURRICANE DAMAGE.**

Date	Purpose	Amount Authorized	Not Less Than 1/5 of Amount Authorized*	Balance Dec. 31, 2017	Reduced in 2018		Balance Dec. 31, 2018
					By 2018 Budget	Cancelled by Resolution	
	Tax Map	75,000.00	15,000.00	60,000.00	15,000.00		45,000.00
	<b>Totals</b>	<b>75,000.00</b>	<b>15,000.00</b>	<b>60,000.00</b>	<b>15,000.00</b>	<b>0.00</b>	<b>45,000.00</b>

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

Joseph DeIorio  
Chief Financial Officer

\* Not less than one-fifth (1/5) of amount authorized but not more than the amount shown in the column Balance Dec. 31, 2018 must be entered here and then raised in the 2019 budget.

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

Date	Purpose	Amount Authorized	Not Less Than 1/3 of Amount Authorized*	Balance Dec. 31, 2017	Reduced in 2018		Balance Dec. 31, 2018
					By 2018 Budget	Cancelled by Resolution	
	<b>Totals</b>						

It is hereby certified that all outstanding "Special Emergency" appropriations have been adopted by the governing body in full compliance with N.J.S.A. 40A:4-55 et seq. and N.J.S.A 40A:4-55.13 et seq. are recorded on this page.

\_\_\_\_\_  
 Joseph DeIorio  
 Chief Financial Officer

\* Not less than one-third (1/3) of amount authorized but not more than the amount shown in the column Balance Dec. 31, 2018 must be entered here and then raised in the 2019 budget.

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2019 DEBT SERVICE FOR BONDS  
MUNICIPAL GENERAL CAPITAL BONDS**

	Debit	Credit	2019 Debt Service
Outstanding January 1, CY (Credit)		5,575,000.00	
Cancelled (Debit)			
Issued (Credit)		3,850,000.00	
Paid (Debit)	876,000.00		
Outstanding Dec. 31, 2018	8,549,000.00	xxxxxxxxxxxx	
	9,425,000.00	9,425,000.00	
2019 Bond Maturities – General Capital Bonds			\$975,000.00
2019 Interest on Bonds		214,497.50	

**ASSESSMENT SERIAL BONDS**

Outstanding January 1, CY (Credit)		0.00	
Issued (Credit)			
Paid (Debit)			
Outstanding Dec. 31, 2018		xxxxxxxxxxxx	
2019 Bond Maturities – General Capital Bonds			\$
2019 Interest on Bonds			

**LIST OF BONDS ISSUED DURING 2018**

Purpose	2019 Maturity	Amount Issued	Date of Issue	Interest Rate
General Improvement Bonds	225,000.00	3,850,000.00	12/1/2018	various
<b>Total</b>	<b>225,000.00</b>	<b>3,850,000.00</b>		

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2019 DEBT SERVICE FOR LOANS  
MUNICIPAL GREEN ACRES TRUST LOAN**

	Debit	Credit	2019 Debt Service
Outstanding January 1, CY (Credit)		0.00	
Issued (Credit)			
Paid (Debit)			
Outstanding Dec. 31,2018		xxxxxxxxxxxx	
2019 Loan Maturities			\$
2019 Interest on Loans			\$
Total 2019 Debt Service for Loan			\$

**GREEN ACRES TRUST LOAN**

Outstanding January 1, CY (Credit)		0.00	
Issued (Credit)			
Paid (Debit)			
Outstanding Dec. 31,2018		xxxxxxxxxxxx	
2019 Loan Maturities			\$
2019 Interest on Loans		\$	
Total 2019 Debt Service for Loan			\$

**LIST OF LOANS ISSUED DURING 2018**

Purpose	2019 Maturity	Amount Issued	Date of Issue	Interest Rate
<b>Total</b>				

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2018 DEBT SERVICE FOR LOANS**

	Debit	Credit	Debt Service
Outstanding January 1, Issued			
Paid			
Outstanding December 31, Loan Maturities			
Interest on Loans			
Total Debt Service for Loan			



**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, CY (Credit)		0.00	
Paid (Debit)			
Outstanding Dec. 31, 2018		xxxxxxxxxx	
2019 Bond Maturities – Term Bonds			\$
2019 Interest on Bonds			\$

**TYPE I SCHOOL SERIAL BOND**

Outstanding January 1, CY (Credit)		0.00	
Issued (Credit)			
Paid (Debit)			
Outstanding Dec. 31, 2018		xxxxxxxxxx	
2019 Interest on Bonds			
2019 Bond Maturities – Serial Bonds			
Total “Interest on Bonds – Type 1 School Debt Service”			

**LIST OF BONDS ISSUED DURING 2018**

Purpose	2019 Maturity -01	Amount Issued -02	Date of Issue	Interest Rate
<b>Total</b>				

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

	Outstanding Dec. 31, 2018	2019 Interest Requirement
	\$	\$

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

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	
	<b>0.00</b>	xxxxxxxxxxxx	<b>0.00</b>	xxxxxxxxxxxx	xxxxxxxxxxxx	<b>0.00</b>	<b>0.00</b>	xxxxxxxxxxxx

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

Memo: Refunding Bond Anticipation Notes should be separately listed and totaled.

\* "Original Date of Issue" refers to the date when the first money was borrowed for a particular improvement, not the renewal date of subsequent notes which were issued.

All notes with an original date of issue of 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.

## DEBT SERVICE SCHEDULE FOR ASSESSMENT NOTES

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	
	<b>0.00</b>	xxxxxxxxxx	<b>0.00</b>	xxxxxxxxxx	xxxxxxxxxx	<b>0.00</b>	<b>0.00</b>	xxxxxxxxxx

Assessment Notes with an original date of issue of December 31, or prior must be appropriated in full in the 2019 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 Obligation Outstanding Dec. 31, 2018	2019 Budget Requirement	
		For Principal	For Interest/Fees
Leases approved by LFB after July 1, 2007			
<b>Subtotal</b>			
Leases approved by LFB prior to July 1, 2007			
<b>Subtotal</b>			
<b>Total</b>			

## SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (GENERAL CAPITAL FUND)

<b>IMPROVEMENTS</b> Specify each authorization by purpose. Do not merely designate by a code number	Balance – January 1, 2018		2018 Authorizations	Refunds, Transfers, & Encumbrances	Expended	Authorizations Canceled	Balance – December 31, 2018	
	Funded	Unfunded					Funded	Unfunded
18-09 Various Capital Improvements or Purposes	0.00	0.00	1,794,000.00		1,317,329.49			476,670.51
18-11 Installation of Granite Block Curbing	0.00	0.00	20,000.00				1,000.00	19,000.00
11-06 Various Capital Improvements or Purposes	16,003.42	0.00			770.00		15,233.42	0.00
11-08 Construction of Curbs-Roosevelt Lane	0.00	25,241.22						25,241.22
12-06 Various Capital Improvements or Purposes	100.70	0.00					100.70	
13-05 Various Capital Improvements or Purposes	0.00	27.00			27.00		0.00	0.00
13-09 Various Capital Improvements or Purposes	0.00	14,303.00			10,322.16		2,240.84	1,740.00
14-06 Various Capital Improvements or Purposes	0.00	64,402.31			47,289.80		16,493.51	619.00
14-08 Various Capital Improvements or Purposes	0.00	492.14					492.14	0.00
15-04 Various Capital Improvements or Purposes	0.00	435,816.62			141,894.68		291,695.94	2,226.00
15-07 Construction of Curbs-Various Streets	3,395.70	1,792.09					3,395.70	1,792.09
16-02 Various Capital Improvements or Purposes	0.00	318,374.43			153,752.65		163,896.78	725.00
17-05 Various Capital Improvements or Purposes	0.00	574,493.20			374,805.82			199,687.38

17-09 Installation of Granite Block Curbing	1,175.00	30,400.00						1,175.00	30,400.00
17-12 Various Capital Improvements or Purposes	6,325.00	128,250.00			108,178.98		26,396.02		
<b>Total</b>	<b>26,999.82</b>	<b>1,593,592.01</b>	<b>1,814,000.00</b>	<b>0.00</b>	<b>2,154,370.58</b>	<b>0.00</b>	<b>522,120.05</b>	<b>758,101.20</b>	

**GENERAL CAPITAL FUND**  
**SCHEDULE OF CAPITAL IMPROVEMENT FUND**

	Debit	Credit
Balance January 1, CY (Credit)		31,118.81
Appropriated to Finance Improvement Authorizations (Debit)	65,000.00	
Received from CY Budget Appropriation * (Credit)		100,000.00
Balance December 31, 2018	66,118.81	xxxxxxxxxx
	131,118.81	131,118.81

\* 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 PAYMENTS ON IMPROVEMENTS**

	Debit	Credit
Balance January 1, CY (Credit)		0.00
Appropriated to Finance Improvement Authorizations (Debit)		
Received from CY Budget Appropriation * (Credit)		
Received from CY Emergency Appropriation * (Credit)		
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.

**CAPITAL IMPROVEMENTS AUTHORIZED IN 2018**  
**AND DOWN PAYMENTS (N.J.S.A. 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
2018-09 Various Public Improvements	1,794,000.00	1,260,000.00	64,000.00	64,000.00
2018-11 Install Granite Block Curbing	20,000.00	19,000.00	1,000.00	1,000.00
<b>Total</b>	<b>1,814,000.00</b>	<b>1,279,000.00</b>	<b>65,000.00</b>	<b>65,000.00</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.

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

	Debit	Credit
Balance January 1, CY (Credit)		303,770.38
Miscellaneous - Premium on Sale of Serial Bonds (Credit)		7,164.57
Balance December 31, 2018	310,934.95	xxxxxxxxxx
	310,934.95	310,934.95

**BONDS ISSUED WITH A COVENANT OR COVENANTS**

1. Amount of Serial Bonds Issued Under Provisions of Chapter 233, P.L. 1944, Chapter 268, P.L. 1944, Chapter 428, P.L. 1943 or Chapter 77, Article VI-A, P.L. 1945, with Covenant or Covenants; Outstanding December 31, 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 here to 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 2019 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 2018 was	40,175,884.92
2. Amount of Item 1 Collected in 2018 (*)	<u>39,769,702.81</u>
3. Seventy (70) percent of Item 1	<u>28,123,119.44</u>

(\*) Including prepayments and overpayments applied.

---

B.

1. Did any maturities of bonded obligations or notes fall due during the year 2018?

Answer YES or NO:

Yes

2. Have payments been made for all bonded obligations or notes due on or before December 31, 2018?

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 2019 budget for the liquidation of all bonded obligations or notes exceed 25% of the total of appropriations for operating purposes in the budget for the year just ended?

Answer YES or NO:

No

---

D.

1. Cash Deficit 2017	0.00
2a. 2017 Tax Levy	_____
2b. 4% of 2017 Tax Levy for all purposes:	_____
3. Cash Deficit 2018	_____
4. 4% of 2018 Tax Levy for all purposes:	0.00

---

E.

<u>Unpaid</u>	<u>2017</u>	<u>2018</u>	<u>Total</u>
1. State Taxes	\$0.00	\$	\$
2. County Taxes	\$	\$12,773.10	\$12,773.10
3. Amounts due Special Districts	\$0.00	\$0.00	\$
4. Amounts due School Districts for Local School Tax	\$0.00	\$	\$0.00



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 ,  
please observe instructions of Sheet 2.

**Balance Sheet - Utility Operating Fund Assets**  
**AS OF DECEMBER 31,**

Cash:

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Investments:

---

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Accounts Receivable:

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Interfunds Receivable:

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Deferred Charges

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**Balance Sheet - Utility Operating Fund Liabilities, Reserves & Fund Balance**  
**AS OF DECEMBER 31,**

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Liabilities:

---

---

Fund Balance:

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**Balance Sheet - Utility Capital Fund Assets**  
**AS OF DECEMBER 31,**

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---

Cash:

---

---

Accounts Receivable:

---

---

**Balance Sheet - Utility Capital Fund Liabilities, Reserves & Fund Balance**  
**AS OF DECEMBER 31,**

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---

Liabilities:

---

---

Total Liabilities, Reserves & Fund Balance:

---

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**Balance Sheet - Utility Assessment Fund**  
**AS OF DECEMBER 31,**

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Assets:

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Liabilities and Reserves:

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Liabilities, Reserves, and Fund Balance:

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**Analysis of Utility Assessment Trust Cash and Investments  
Pledged to Liabilities and Surplus**

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

**Schedule of Utility Budget -  
Budget Revenues**

Source	Budget	Received in Cash	Excess or Deficit
Operating Surplus Anticipated			
Operating Surplus Anticipated with Consent of Director of Local Govt. Services			
Rents			
Miscellaneous Revenue Anticipated			
Miscellaneous			
Added by N.J.S.A. 40A:4-87: (List)			
Subtotal Additional Miscellaneous Revenues			
Subtotal			
Deficit (General Budget)			

## **Statement of Budget Appropriations**

Appropriations	
Total Appropriations	
Add: Overexpenditures	
Total Overexpenditures	
Total Appropriations & Overexpenditures	
Deduct Expenditures	
Surplus	
Total Surplus	
Total Expenditure & Surplus	
Unexpended Balance Cancelled	

## **Statement of Operation Utility**

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the budget year 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	
Miscellaneous Revenue Not Anticipated	
Appropriation Reserves Canceled	
Total Revenue Realized	
Expenditures	
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 2017 Operation"	
Remainder= ("Excess in Operations")	
Deficit	
Balance of "Results of 2017 Operation" Remainder= ("Operating Deficit - to Trial Balance")	

**Section 2:**

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

Appropriation Reserves Canceled in		
Less: Anticipated Deficit in Budget - Amount Received and Due from Current Fund - If none, check "None" <input type="checkbox"/>		
*Excess (Revenue Realized)		

### **Results of Operations – Utility**

	Debit	Credit
Operating Excess		
Operating Deficit		
Total Results of Current Year Operations		

### **Operating Surplus– Utility**

	Debit	Credit
Balance December 31,		
Total Operating Surplus		

### **Analysis of Balance December 31, (From Utility – Trial Balance)**

Cash	
Investments	
Interfund Accounts Receivable	
Subtotal	
Deduct Cash Liabilities Marked with "C" on Trial Balance	

Operating Surplus Cash or (Deficit in Operating Surplus Cash)	
Other Assets Pledged to Operating Surplus*	
Deferred Charges #	
Operating Deficit #	
Total Other Assets	

### **Schedule of Utility Accounts Receivable**

Balance December 31,	_____
Increased by:	_____
Rents Levied	_____
Decreased by:	_____
Collections	_____
Overpayments applied	_____
Transfer to Utility Lien	_____
Other	_____
Balance December 31,	_____

### **Schedule of Utility Liens**

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

**Deferred Charges**  
**- Mandatory Charges Only -**  
**Utility Fund**

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

Caused by	Amount Dec. 31, per Audit Report	Amount in Budget	Amount Resulting from	Balance as at Dec. 31,
Total Operating				
Total Capital				

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

**Emergency Authorizations Under N.J.S.A. 40A:4-47 Which Have Been  
Funded or Refunded Under N.J.S.A. 40A:2-3 OR N.J.S.A. 40A:2-51**

Date	Purpose	Amount

**Judgements Entered Against Municipality and Not Satisfied**

In Favor Of	On Account Of	Date Entered	Amount	Appropriated for in Budget of Year

**Schedule of Bonds Issued and Outstanding  
and Debt Service for Bonds  
UTILITY ASSESSMENT BONDS**

	Debit	Credit	Debt Service
Outstanding December 31,			
Bond Maturities – Assessment Bonds			
Interest on Bonds			

**Utility Capital Bonds**

	Debit	Credit	Debt Service
Outstanding December 31,			
Bond Maturities – Assessment Bonds			
Interest on Bonds			

**Interest on Bonds – Utility Budget**

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

**List of Bonds Issued During**

Purpose	Maturity	Amount Issued	Date of Issue	Interest Rate

**Schedule of Loans Issued and Outstanding  
and Debt Service for Loans**  
UTILITY LOAN

Loan	Outstanding January 1,	Issued	Paid	Other Description	Other Debit	Other Credit	Outstanding December 31,	Loan Maturities	Interest on Loans

**Interest on Loans – Utility Budget**

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

**List of Loans Issued During**

Purpose	Maturity	Amount Issued	Date of Issue	Interest Rate

## Debt Service Schedule for Utility Notes (Other than Utility Assessment Notes)

Title or Purpose of the Issue	Original Amount Issued	Original Date of Issue	Amount of Note Outstanding Dec. 31,	Date of Maturity	Rate of Interest	Budget Requirement		Date Interest Computed to
						For Principal	For Interest	

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

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

INTERST ON NOTES – UTILITY BUDGET	
Interest on Notes	
Less: Interest Accrued to 12/31/ (Trial Balance)	
Subtotal	
Add: Interest to be Accrued as of 12/31/	
Required Appropriation -	

## Debt Service Schedule for Utility Assessment Notes

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue	Amount of Note Outstanding Dec. 31,	Date of Maturity	Rate of Interest	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.

Utility Assessment Notes with an original date of issue of December 31, or prior require one legally payable installment to be budgeted in the Dedicated Utility Assessment Budget if it is contemplated that such notes will be renewed in or written intent of permanent financing submitted with statement.

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

### **Schedule of Capital Lease Program Obligations**

Purpose	Amount of Obligation Outstanding Dec. 31,	Budget Requirement	
		For Principal	For Interest/Fees
Leases approved by LFB after July 1, 2007			
Subtotal			
Leases approved by LFB prior to July 1, 2007			
Subtotal			
Total			

## **Schedule of Improvement Authorizations (Utility Capital Fund)**

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number	Balance - January 1,		Authorizations	Refunds, Transfers and Encumbrances	Expended	Authorizations Canceled	Balance December 31,	
	Funded	Unfunded					Funded	Unfunded
Total								

**Utility Capital Surplus**  
SCHEDULE OF CAPITAL IMPROVEMENT FUND

	Debit	Credit
Balance December 31,		

**Utility Capital Surplus**  
SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS

	Debit	Credit
Balance December 31,		

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

**Utility Fund**  
CAPITAL IMPROVEMENTS AUTHORIZED IN  
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 or Prior Years

**Utility Capital Fund**  
**Statement of Capital Surplus**  
YEAR

	Debit	Credit
Balance December 31,		

