

**ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2017  
(UNAUDITED)**

POPULATION LAST CENSUS	<u>5,097</u>
NET VALUATION TAXABLE 2017	<u>593,478,415</u>
MUNICODE	<u>1317</u>

**FIVE DOLLARS PER DAY PENALTY IF NOT FILED BY:**

**MUNICIPALITIES - FEBRUARY 10, 2018**

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 HIGHLANDS, County of MONMOUTH

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

	Date	Examined By:	
1			Primary Check
2			Examined

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


Signature   
Title CHIEF FINANCIAL OFFICER

(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, (which I have prepared) or (which I have not prepared) [eliminate one] 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, Patrick J. DeBlasio, am the Chief Financial Officer, License # 0675, of the BOROUGH of HIGHLANDS, County of MONMOUTH 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, 2017, 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 verification of cash balances as of December 31, 2017.

Signature   
Title CHIEF FINANCIAL OFFICER  
Address 42 SHORE DRIVE, HIGHLANDS, NJ 07732  
Phone Number (732) 872-1224 EXT.  
Fax Number (732) 935-9105  
Email Address: pdeblasio@highlandsborough.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 \_\_\_\_\_ of \_\_\_\_\_ as of December 31, \_\_\_\_\_ 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 \_\_\_\_\_ 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:

**NOT APPLICABLE**

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

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

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

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

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

\_\_\_\_\_  
(Fax Number)

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

Certified by me

this \_\_\_\_\_ day of \_\_\_\_\_, 2018.


**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. The 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 2018.

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 Highlands**  
 Chief Financial Officer: **Patrick J. DeBlasio**  
 Signature:   
 Certificate #: **0675**  
 Date: \_\_\_\_\_

**CERTIFICATION OF NON-QUALIFYING MUNICIPALITY**

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

Municipality: **Borough of Highlands**  
 Chief Financial Officer: \_\_\_\_\_  
 Signature: Not Applicable  
 Certificate #: \_\_\_\_\_  
 Date: \_\_\_\_\_

21-6000720

Fed I.D. #

Borough of Highlands

Municipality

Monmouth

County

## Report of Federal and State Financial Assistance

### Expenditure of Awards

Fiscal Year Ending: 12/31/2017

	(1) Federal Programs Expended (administered by the State)	(2) State Programs Expended	(3) Other Federal Programs Expended
TOTAL	<u>\$ 45,000.00</u>	<u>\$ 64,608.93</u>	<u>\$ -</u>

Type of Audit Required by OMB A-133 and OMB 04-04:


Single Audit

       Program Specific Audit

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

Note: All local governments, who are recipients of federal and state awards (financial assistance), must report the total amount of federal and state funds expended during its fiscal year and the type of audit required to comply with OMB A-133 (Revised June 27, 2003) and OMB 04-04. The single audit threshold has been increased to \$500,000 beginning with the Fiscal Year ending after 12/31/03. Expenditures are defined in Section 205 of OMB A-133.

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

  
Signature of Chief Financial Officer

02/10/18  
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 CY 2017 and that sheets 40 to 68 are unnecessary.

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

Name \_\_\_\_\_

Title \_\_\_\_\_

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

**NOTE:**

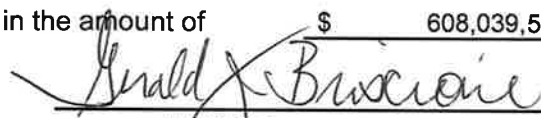
When removing the utility sheets, please be sure to refasten the "index" sheet (the last sheet in the statement) in order to provide a protective cover sheet to the back document.

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**MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY AS OF OCTOBER 1, 2017**

Certification is hereby made that the Net Valuation Taxable of property liable to taxation for the tax year 2017 and filed with the County Board of Taxation on January 10, 2018 in accordance with the requirement of N.J.S.A. 54:4-35, was in the amount of \$ 608,039,515

  
\_\_\_\_\_  
SIGNATURE OF TAX ASSESSOR  
Borough of Highlands  
\_\_\_\_\_  
MUNICIPALITY  
County of Monmouth  
\_\_\_\_\_  
COUNTY

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

**POST CLOSING  
TRIAL BALANCE - CURRENT FUND**

AS AT DECEMBER 31, 2017

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

Title of Account	Debit	Credit
Cash	6,955,400.36	
Due From/(To) State of NJ - Senior Citizens & Veterans	-	351.63
Due From State-Non Federal Cost Share CDBG#3	17,230.75	
<b>Receivables with Offsetting Reserves:</b>		
Taxes Receivable	758,960.00	
Tax Title Liens Receivable	74,741.21	
Property Acquired for Taxes - Assessed Valuation	212,600.00	
Demolition Liens Receivable	40,786.77	
<b>Deferred Charges:</b>		
Emergency Authorization N.J.S. 40A:4-46	-	
Special Emergency Authorization N.J.S. 40A:4-53	20,000.00	
Community Disaster Loan	2,063,102.00	
<b>School Taxes Deferred:</b>		
Local	1,479,768.00	
Regional High School	1,828,398.50	

(Do not crowd - add additional sheets)

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

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

AS AT DECEMBER 31, 2017

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

Title of Account	Debit	Credit
Appropriation Reserves		601,440.75
Reserve for Encumbrances		432,487.92
Accounts Payable		254,925.98
Tax Overpayments		209,012.71
Due to State of NJ:		
Marriage Licenses		175.00
State Training Fees		4,973.91
Prepaid Taxes		799,312.54
County Taxes Payable - Added & Omitted		30,101.61
Local School Taxes Payable		255,353.00
Regional School Taxes Payable		185,699.60
BID Taxes Payable		-
Accrued Interest - Community Disaster Loan		122,719.37
Reserve for Insurance Claims		27,200.00
Reserve for Tax Appeals		48,009.84
Reserve for Master Plan		33,243.81
Reserve for Hurricane Sandy-FEMA Receipts		34,175.08
Reserve for Spec Emergency Approp-Hurricane Sandy		3,477.80
Subtotal		3,042,660.55
Community Disaster Loan Payable		2,063,102.00
Special Emergency Notes		-
Deferred School Taxes:		
Local		1,479,768.00
Regional High School		1,828,398.50
Reserve for Receivables		1,087,087.98
Fund Balance		3,949,970.56
	13,450,987.59	13,450,987.59

"C"

(Do not crowd - add additional sheets)





**POST CLOSING TRIAL BALANCE -  
FEDERAL AND STATE GRANTS**

AS AT DECEMBER 31, 2017

Title of Account	Debit	Credit
Cash	323,032.41	
Grants Receivable	306,114.75	
Due to Capital Fund		-
Encumbrances Payable		135,376.26
Due State of New Jersey		
Reserve for Grants:		
Appropriated		456,598.81
Unappropriated		37,172.09
	629,147.16	629,147.16

(Do not crowd - add additional sheets)

**POST CLOSING  
TRIAL BALANCE - TRUST FUNDS  
(Assessment Section Must Be Separately Stated)  
AS AT DECEMBER 31, 2017**

Title of Account	Debit	Credit
Cash	1,974,742.62	
Accounts Payable		1,772.69
Encumbrances Payable		38,663.92
Reserve for: Open Space Trust Fund		49,172.02
<b>Reserve for:</b>		
Street Opening Deposits		8,930.00
Escrows		107,295.77
Third Party Lien Redemptions		60,882.87
Tax Sale Premiums		781,400.00
POAA		1,019.00
Public Defender Fees		4,930.08
Recycling Program		4,344.81
Deposits-Baymens Assoc		5,000.00
Engineer Fees-Pelekanous		
Legal Escrow		300.00
Off Duty Police		42,951.31
Uniform Fire Penalties		7,193.08
Uniform Fire Penalties Fire Dept		-
Recreation		12,163.45
Library		7,003.32
Unemployment		202,886.55
Engineering Inspection Fees		58,745.90
Performance Bonds		291,379.48
Maintenance Bonds		1,785.20
Accumulated Leave		175,807.51
Police Explorers		14,845.58
Sale of Property		22,350.00
Law Enforcement		1,343.28
Police Forfeited Funds		1,888.00
Storm Recovery Trust		70,688.80
Sub-Total Sheet 6b		1,885,133.99
	1,974,742.62	1,974,742.62

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



**MUNICIPAL PUBLIC DEFENDER  
CERTIFICATION**  
**Public Law 1997, c. 256**

Municipal Public Defender Expended Prior Year	(1)	4,550.00	
	x	<u>1,137.50</u>	25%
	(2)	5,687.50	

Municipal Public Defender Trust Cash Balance  
(from fee generation only) December 31, 2017

	(3)	4,930.08
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Note: If the amount of money in a dedicated fund established pursuant to this section exceeds by more than 25% the amount which the municipality expended during the prior year providing the services of a municipal public defender, the amount in excess of the amount expended shall be forwarded to the Criminal Disposition and Review Collection Fund administered by the Victims of Crime Compensation Board.

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

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

Chief Financial Officer Patrick J. DeBlasio

Signature \_\_\_\_\_

Certificate #: 0675

Date: February 1, 2018

### Schedule of Trust Fund Reserves

<u>Purpose</u>	Amount January 1, 2017 per Audit Report	<u>Receipts</u>	<u>Disbursements</u>	Balance as at December 31, 2017
1. <u>Street Opening Deposits</u>	\$ 9,500.00	1,750.00	2,320.00	\$ 8,930.00
2. <u>Escrows</u>	82,251.42	61,463.58	36,419.23	107,295.77
3. <u>Third Party Lien Redemptions</u>	19,342.07	307,500.65	265,959.85	60,882.87
4. <u>Tax Sale Premiums</u>	585,700.00	390,800.00	195,100.00	781,400.00
5. <u>POAA</u>	927.00	92.00		1,019.00
6. <u>Public Defender Fees</u>	5,421.67	1,300.00	1,791.59	4,930.08
7. <u>Recycling Program</u>	1,404.34	2,940.47		4,344.81
8. <u>Deposits-Baymens Assoc</u>	5,000.00			5,000.00
9. <u>Engineer Fees-Pelekanous</u>	1,817.72		1,817.72	-
10. <u>Legal Escrow</u>	500.00	300.00	500.00	300.00
12. <u>Off Duty Police</u>	33,259.28	101,140.56	91,448.53	42,951.31
13. <u>Uniform Fire Penalties</u>	6,101.08	1,092.00		7,193.08
14. <u>Uniform Fire Penalties Fire Dep</u>	688.64		688.64	-
15. <u>Recreation</u>	6,615.71	8,752.63	3,204.89	12,163.45
16. <u>Library</u>	7,003.32			7,003.32
17. <u>Unemployment</u>	218,365.14	1,423.60	16,902.19	202,886.55
18. <u>Engineering Inspection Fees</u>	65,880.13	187.01	7,321.24	58,745.90
19. <u>Performance Bonds</u>	300,758.81	938.01	10,317.34	291,379.48
20. <u>Maintenance Bonds</u>	1,785.20			1,785.20
21. <u>Accumulated Leave</u>	73,135.98	150,000.00	47,328.47	175,807.51
22. <u>Police Explorers</u>	10,447.66	9,501.00	5,103.08	14,845.58
23. <u>Sale of Property</u>	22,350.00			22,350.00
24. <u>Law Enforcement</u>	1,072.29	270.99		1,343.28
25. <u>Police Forfeited Funds</u>	1,888.00			1,888.00
26. <u>Storm Recovery Trust</u>	175,000.00		104,311.20	70,688.80
27. _____				
28. _____				
29. _____				
30. _____				
31. _____				
32. _____				
33. _____				
34. _____				
<b>Totals:</b>	<b>\$ 1,636,215.46</b>	<b>\$ 1,039,452.50</b>	<b>\$ 790,533.97</b>	<b>\$ 1,885,133.99</b>

**NOT APPLICABLE**  
**ANALYSIS OF TRUST ASSESSMENT CASH AND INVESTMENTS PLEDGED TO LIABILITIES AND SURPLUS**

Title of Liability to which Cash and Investments are Pledged	Balance December 31, 2016	RECEIPTS				Disbursements	Balance December 31, 2017
		Assessments and Liens	Current 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
<b>NOT APPLICABLE</b>							

\*Show as red figure

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

AS AT December 31, 2017

Title of Account	Debit	Credit
Est. Proceeds Bonds and Notes Authorized	5,848,686.49	XXXXXXXX
Bonds and Notes Authorized but Not Issued	XXXXXXXX	5,848,686.49
Cash	2,753,922.40	
FEMA Hazard Mitigation Program Receivable	784,000.00	
FEMA PPDR Grant Receivable	2,070,000.00	
Community Development Block Grant Receivable-Ord#17-04	146,286.00	
NJDOT Receivable-Ord#17-04	270,750.00	
FEMA A/R-New Borough Hall (Ord#16-7)	938,018.67	
County Open Space Receivable	150,000.00	
Deferred Charges to Future Taxation:		
Funded	4,240,000.00	
Unfunded	8,815,442.49	
Due from Grant Fund		
Encumbrances Payable		938,251.13
Accounts Payable		3,597.75
Bond Anticipation Notes Payable		2,966,756.00
Serial Bonds		3,750,000.00
Loans Payable-DBIZ		490,000.00
Reserve for:		
RCA Interest		47,498.88
Sidewalk Fund		13,911.00
Parking Improvements		450.00
NJ BIZ Loan (Ord#12-20)		26,250.00
Receivables		2,854,000.00
Improvement Authorizations:		
Funded		1,656,990.83
Unfunded		6,646,916.06
Capital Improvement Fund		624,669.26
Surplus		149,128.65
	26,017,106.05	26,017,106.05

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

## CASH RECONCILIATION DECEMBER 31, 2017

	Cash		Less Checks Outstanding	Cash Book Balance
	*On Hand	On Deposit		
Current	536,252.00	7,137,338.28	718,189.92	6,955,400.36
Trust - Assessment	-			-
Trust - Animal Control	40.00	6,071.56		6,111.56
Trust - Other	403,057.95	1,630,566.90	58,882.23	1,974,742.62
Capital - General		2,768,646.71	14,724.31	2,753,922.40
Water - Operating				-
Water - Capital				-
Utility - Assessment Trust				-
Public Assistance **		-		-
				-
Grant Fund		329,165.02	6,132.61	323,032.41
				-
Sewer Operating	1,104.61	1,960,477.64	4,228.45	1,957,353.80
Sewer Capital		131,234.44		131,234.44
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
<b>Total</b>	<b>940,454.56</b>	<b>13,963,500.55</b>	<b>802,157.52</b>	<b>14,101,797.59</b>

\* Include Deposits In Transit

\*\* Be sure to include a Public Assistance Account 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, 2017.

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, 2017.

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: 

Title CFO



**CASH RECONCILIATION DECEMBER 31, 2017 (cont'd)**  
**LIST BANKS AND AMOUNTS SUPPORTING "CASH ON DEPOSIT"**

<b>Current Fund:</b>	
Two River Community Bank:	
Current	2,522,520.16
Clearing	1,917,735.59
Payroll	98,325.41
Payroll Agency	117,723.68
Tax Collector	475,085.03
Valley National	2,005,948.41
<b>Total Two River Community Bank Current</b>	<b>7,137,338.28</b>
<b>Sewer Utility:</b>	
Two River Community Bank:	
Checking                    #0919281451	1,802,059.64
Investments                Capital Fund BAN	-
AHHRSA-Cash	158,418.00
<b>Total Sewer Cash</b>	<b>1,960,477.64</b>
<b>Sewer Capital Fund:</b>	
Two River Community Bank:	131,234.44
Checking                    #0920281451	131,234.44
<b>TOTAL PAGE</b>	<b>9,229,050.36</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.

**CASH RECONCILIATION DECEMBER 31, 2017 (cont'd)**  
**LIST BANKS AND AMOUNTS SUPPORTING "CASH ON DEPOSIT"**

<b>CAPITAL FUND:</b>		
Two River Community Bank:		
Checking	#0919281485	667,930.24
RCA Capital	#0920281477	94,184.88
URB- Capital		2,006,531.59
Total Capital Fund		2,768,646.71
<b>Grant Fund:</b>		
Two River Community Bank:		
Checking	#0918281493	329,165.02
Total Grant Fund		329,165.02
<b>Trust Fund:</b>		
Two River Community Bank		
Checking	#0920281485	1,010,618.43
Unemployment	#0919281493	202,886.55
Law Enforcement Trust	#0918345884	1,079.28
Open Space Trust	#0918347054	59,876.75
Master Escrow Account	#0911276964	1,334.52
Quickchek	#3812348235	15,046.02
Everclear Development	#3811348268	380.93
CVS	#3811348516	52,553.48
Pulte Homes	#3812348821	104,181.61
Everclear Development	#3812348276	530.30
Pulte Homes	#3812348821	22,129.23
Sandy Hook Developers	#3811348532	56,936.23
CVS	#3811348524	2,544.62
TD Bank:		
Checking	#1900027512	336.46
Master	#0008888	100,132.49
Total Trust Fund		1,630,566.90
<b>Animal Control Trust:</b>		
Two River Community Bank	#0920281493	6,071.56
<b>TOTAL</b>		<b>13,963,500.55</b>

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

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

Grant	Balance January 1, 2017	2017 Budget Revenue Realized	Received	Canceled	Balance December 31, 2017
Alcohol Education	3,359.64		1,930.20		1,429.44
American Water Rain Barrel	1,000.00				1,000.00
Body Armor		3,301.50	3,301.50		-
Bullet Proof Vest Program	1,738.00				1,738.00
Clean Communities		15,132.18	15,132.18		-
Drive Sober Get Pulled Over		1,027.33	1,027.33		-
Drunk Driving Enforcement		22,024.44	22,024.44		-
Highway Safety		1,000.00	1,000.00		-
Hurricane Sandy Emergency Grant					-
LED Hazard Grant	230,000.00				230,000.00
Municipal Alliance	31,866.31	31,960.00	38,507.98		25,318.33
Municipal Alliance-Match/Donations					-
NJEDA-Neighborhood Comm Revitalization	240,637.58		196,594.92		44,042.66
Recycling Tonnage Grant		2,291.28	2,291.28		-
Summer Food Program-159	7,267.21	11,891.43	12,427.38	6,731.26	-
Urban Area Security Initiative	2,586.32				2,586.32
Zoning Grant		18,453.75	18,453.75		-
Totals	518,455.06	107,081.91	312,690.96	6,731.26	306,114.75

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

Grant	Balance January 1, 2017	Transferred from 2017 Budget Appropriations		Borough Match	Canceled Payables or Other	Expended	Canceled	Balance December 31, 2017
		Budget	Appropriation By 40A:4-87					
Alcohol Education Rehabilitation Fund	7,220.90							7,220.90
American Water Rain Barrell	3,466.00							3,466.00
Body Armor	995.86	3,301.50						4,297.36
Clean Communities	4,022.07	15,132.18				2,147.29		17,006.96
Comcast Cable Technology Grant	20,500.00							20,500.00
D.D.E.F.	289.98	22,024.44			4,671.00			26,985.42
Highway Safety Grant	6,725.00	1,000.00						7,725.00
Hurricane Sandy National Emergency Grant	28,682.61							28,682.61
LED Hazard Grant	190,000.00							190,000.00
Municipal Alliance	21,333.83	31,960.00		7,990.00		39,393.71		21,890.12
Municipal Alliance	-							-
Municipal Stormwater	52.76							52.76
NJEDA Neighborhood Comm Revitization	961.50							961.50
NY/NJ SNOWFLAKE FOUNDATION	100,763.00							100,763.00
Summer Food	9,625.00		11,891.43			21,516.43		-
Sustainable Jersey Small Grants Program	1,000.00							1,000.00
Totals	395,638.51	73,418.12	11,891.43	7,990.00	4,671.00	63,057.43	-	430,551.63

**SCHEDULE OF APPROPRIATED RESERVES FOR  
FEDERAL AND STATE GRANTS (cont.)**

Grant	Balance January 1, 2017	Transferred from 2017 Budget Appropriations		Borough Match	Canceled Payables or Other	Expended	Canceled	Balance December 31, 2017
		Budget	Appropriation By 40A: 4-87					
Firefighter Grant	1,700.00							1,700.00
Recycling Tonnage		2,291.28				176.50		2,114.78
Urban Area Security Initiative	2,586.32							2,586.32
Click It Ticket It	1,540.00							165.00
Drive Sober-Get Pulled Over		1,027.33						1,027.33
Zoning Grant		18,453.75						18,453.75
<b>Totals</b>	<b>401,464.83</b>	<b>95,190.48</b>	<b>11,891.43</b>	<b>7,990.00</b>	<b>4,671.00</b>	<b>64,608.93</b>	<b>-</b>	<b>456,598.81</b>

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

Grant	Balance January 1, 2017	Transferred to 2017		Received	Balance December 31, 2017
		Budget	Appropriation By 40A: 4-87		
Alcohol Education Grant	-				-
Body Armor	3,301.50	3,301.50		1,624.83	1,624.83
Clean Communities	15,132.18	15,132.18		12,855.74	12,855.74
Drive Sober/Get Pulled Over	1,027.33	1,027.33			-
Drunk Driving Enforcement Fund	22,024.44	22,024.44			-
Highway Safety	1,000.00	1,000.00		15,255.00	15,255.00
Hurricane Sandy Emergency Grant					-
Municipal Alliance-Local Match					-
Summer Food	-				-
Tonnage Grant	2,291.28	2,291.28		5,436.52	5,436.52
Zoning Grant	18,453.75	18,453.75			-
Sustainable Jersey Grant				2,000.00	2,000.00
					-
					-
					-
					-
					-
					-
					-
<b>Totals</b>	<b>63,230.48</b>	<b>63,230.48</b>	<b>-</b>	<b>37,172.09</b>	<b>37,172.09</b>

## \*LOCAL DISTRICT SCHOOL TAX

	Debit	Credit
Balance January 1, 2017		XXXXXXXX
School Tax Payable # 85001-00	XXXXXXXX	169,324.00
School Tax Deferred (Not in excess of 50% of Levy - 2016-2017) 85002-00	XXXXXXXX	1,479,768.00
Levy School Year July 1, 2017 - June 30, 2018	XXXXXXXX	3,664,276.00
Levy Calendar Year	XXXXXXXX	
Paid	3,578,247.00	XXXXXXXX
Balance December 31, 2017	XXXXXXXX	XXXXXXXX
School Tax Payable # 85003-00	255,353.00	XXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2017-2018) 85004-00	1,479,768.00	XXXXXXXX
	5,313,368.00	5,313,368.00

\* 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
Balance January 1, 2017 85045-00	XXXXXXXX	-
2017 Levy 81105-00	XXXXXXXX	29,781.94
Interest Earned	XXXXXXXX	
Paid	29,781.94	XXXXXXXX
Balance December 31, 2017 85046-00	-	XXXXXXXX
	29,781.94	29,781.94

## REGIONAL SCHOOL TAX

(Provide a separate statement for each Regional District involved)

	Debit	Credit
Balance January 1, 2017	XXXXXXXX	XXXXXXXX
School Tax Payable # 85031-00	XXXXXXXX	-
School Tax Deferred (Not in excess of 50% of Levy - 2016-2017) 85032-00	XXXXXXXX	
Levy School Year July 1, 2017 - June 30, 2018	XXXXXXXX	
Levy Calendar Year	XXXXXXXX	
Paid		XXXXXXXX
Balance December 31, 2017	XXXXXXXX	XXXXXXXX
School Tax Payable # 85033-00		XXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2017-2018) 85034-00		XXXXXXXX
	-	-

# Must include unpaid requisitions.

## REGIONAL HIGH SCHOOL TAX

	Debit	Credit
Balance January 1, 2017	XXXXXXXX	XXXXXXXX
School Tax Payable # 85041-00	XXXXXXXX	220,464.10
School Tax Deferred (Not in excess of 50% of Levy - 2016-2017) 85042-00	XXXXXXXX	1,867,147.00
Levy School Year July 1, 2017 - June 30, 2018	XXXXXXXX	
Levy Calendar Year	XXXXXXXX	3,656,797.00
Paid	3,730,310.00	XXXXXXXX
Cancelled		
Balance December 31, 2017	XXXXXXXX	XXXXXXXX
School Tax Payable # 85043-00	185,699.60	XXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2017-2018) 85044-00	1,828,398.50	XXXXXXXX
	5,744,408.10	5,744,408.10

# Must include unpaid requisitions



## COUNTY TAXES PAYABLE

	Debit	Credit
Balance January 1, 2017	XXXXXXXX	XXXXXXXX
County Taxes 80003-01	XXXXXXXX	-
Due County for Added and Omitted Taxes 80003-02	XXXXXXXX	-
Cancelled		
Levy:	XXXXXXXX	XXXXXXXX
General County 80003-03	XXXXXXXX	1,569,743.02
County Library 80003-04	XXXXXXXX	110,097.43
County Health	XXXXXXXX	
County Open Space Preservation 80002-00	XXXXXXXX	92,282.61
Due County for Added and Omitted Taxes 80003-05	XXXXXXXX	30,101.61
Paid	1,772,123.06	XXXXXXXX
Balance December 31, 2017	XXXXXXXX	XXXXXXXX
County Taxes		XXXXXXXX
Due County for Added & Omitted Taxes	30,101.61	XXXXXXXX
	1,802,224.67	1,802,224.67

## SPECIAL DISTRICT TAXES

	Debit	Credit
Balance January 1, 2017 80003-06	XXXXXXXX	-
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
Business District (1) 70,000.00	XXXXXXXX	XXXXXXXX
	XXXXXXXX	XXXXXXXX
	XXXXXXXX	XXXXXXXX
Total Levy 80003-07	XXXXXXXX	70,000.00
Cancelled		
Paid 80003-08	70,000.00	XXXXXXXX
Balance December 31, 2017 80003-09	-	XXXXXXXX
	70,000.00	70,000.00

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, 2017	80004-01	XXXXXXXX	
State Library Aid Received	80004-02	XXXXXXXX	
Expended	80004-09		XXXXXXXX
Balance December 31, 2017	80004-10	-	
		-	-

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

		Debit	Credit
Balance January 1, 2017	80004-03	XXXXXXXX	
State Library Aid Received	80004-04	XXXXXXXX	
Expended	80004-11		XXXXXXXX
Balance December 31, 2017	80004-12	-	
		-	-

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

		Debit	Credit
Balance January 1, 2017	80004-05	XXXXXXXX	
State Library Aid Received	80004-06	XXXXXXXX	
Expended	80004-13		XXXXXXXX
Balance December 31, 2017	80004-14	-	
		-	-

### RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

		Debit	Credit
Balance January 1, 2017	80004-07	XXXXXXXX	
State Library Aid Received	80004-08	XXXXXXXX	
Expended	80004-15		XXXXXXXX
Balance December 31, 2017	80004-16	-	
		-	-

## STATEMENT OF GENERAL BUDGET REVENUES 2017

Source	Budget -01	Realized -02	Excess or Deficit* -03
Surplus Anticipated 80101-	1,200,000.00	1,200,000.00	-
Surplus Anticipated with Prior Written Consent of Director of Local Government 80102-			
Miscellaneous Revenue Anticipated:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Adopted Budget	1,318,717.83	1,394,254.03	75,536.20
Added by N.J.S. 40A:4-87: (List on 17a)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Per attached sheet	11,891.43	11,891.43	-
Total Miscellaneous Revenue Anticipated 80103-	1,330,609.26	1,406,145.46	75,536.20
Receipts from Delinquent Taxes 80104-	450,000.00	433,819.67	(16,180.33)
Amount to be Raised by Taxation:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
(a) Local Tax for Municipal Purposes 80105-	7,570,084.34	XXXXXXXXXX	XXXXXXXXXX
(b) Addition to Local District School Tax 80106-		XXXXXXXXXX	XXXXXXXXXX
Total Amount to be Raised by Taxation 80107-	7,570,084.34	8,162,466.33	592,381.99
	10,550,693.60	11,202,431.46	651,737.86

## ALLOCATION OF CURRENT TAX COLLECTIONS

	Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22) 80108-00	XXXXXXXXXX	16,285,545.94
Amount to be Raised by Taxation	XXXXXXXXXX	XXXXXXXXXX
Local District School Tax 80109-00	3,664,276.00	XXXXXXXXXX
Regional School Tax 80119-00	3,656,797.00	XXXXXXXXXX
Regional High School Tax 80110-00	-	XXXXXXXXXX
County Taxes 80111-00	1,772,123.06	XXXXXXXXXX
Due County for Added and Omitted Taxes 80112-00	30,101.61	XXXXXXXXXX
Special District Taxes 80113-00	70,000.00	XXXXXXXXXX
Municipal Open Space Tax 80120-00	29,781.94	
Reserve for Uncollected Taxes 80114-00	XXXXXXXXXX	1,100,000.00
Deficit in Required Collection of Current Taxes (or) 80115-00	XXXXXXXXXX	
Balance for Support of Municipal Budget (or) 80116-00	8,162,466.33	XXXXXXXXXX
*Excess Non-Budget Revenue (see footnote) 80117-00		XXXXXXXXXX
*Deficit Non-Budget Revenue (see footnote) 80118-00	XXXXXXXXXX	
	17,385,545.94	17,385,545.94

\*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 2017

2017 Budget as Adopted	80012-01	10,538,802.17
2017 Budget - Added by N.J.S. 40A:4-87	80012-02	11,891.43
Appropriated for 2017 (Budget Statement Item 9)	80012-03	10,550,693.60
Appropriated for 2016 by Emergency Appropriation (Budget Statement Item 9)	80012-04	
<b>Total General Appropriations (Budget Statement Item 9)</b>	<b>80012-05</b>	<b>10,550,693.60</b>
Add: Overexpenditures (see footnote)	80012-06	
<b>Total Appropriations and Overexpenditures</b>	<b>80012-07</b>	<b>10,550,693.60</b>
<b>Deduct Expenditures:</b>		
Paid or Charged [Budget Statement Item (L)]	80012-08	8,849,083.17
Paid or Charged - Reserve for Uncollected Taxes	80012-09	1,100,000.00
Reserved	80012-10	601,440.75
<b>Total Expenditures</b>	<b>80012-11</b>	<b>10,550,523.92</b>
<b>Unexpended Balances Canceled (see footnote)</b>	<b>80012-12</b>	<b>169.68</b>

**FOOTNOTES - RE: OVEREXPENDITURES:**

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

**RE: UNEXPENDED BALANCES CANCELED:**

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

## SCHEDULE OF EMERGENCY APPROPRIATIONS FOR LOCAL DISTRICT SCHOOL PURPOSES

(EXCEPT FOR TYPE I SCHOOL DEBT SERVICE)

2017 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 2017 OPERATIONS

## CURRENT FUND

	Debit	Credit
Excess of anticipated Revenues:	XXXXXXXX	XXXXXXXX
Miscellaneous Revenues Anticipated                      80013-01	XXXXXXXX	75,536.20
Delinquent Tax Collections                                      80013-02	XXXXXXXX	-
	XXXXXXXX	
Required Collection of Current Taxes                      80013-03	XXXXXXXX	592,381.99
Unexpended Balances of 2017 Budget Appropriations      80013-04	XXXXXXXX	169.68
Miscellaneous Revenue Not Anticipated                      81113-	XXXXXXXX	92,278.08
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 CY 2016 Appropriation Reserves   80013-05	XXXXXXXX	888,621.77
Prior Years Interfunds Returned in 2017                      80013-06	XXXXXXXX	
Miscellaneous	XXXXXXXX	
Grant Reserves Cancelled	XXXXXXXX	10,181.66
Cancel Accounts Payables	XXXXXXXX	11,626.13
Deferred School Tax Revenue: (See School Taxes, Sheets 13 & 14)	XXXXXXXX	XXXXXXXX
Balance January 1, 2017                                      80013-07	3,346,915.00	XXXXXXXX
Balance December 31, 2017                                      80013-08	XXXXXXXX	3,308,166.50
Deficit in Anticipated Revenues:	XXXXXXXX	XXXXXXXX
Miscellaneous Revenues Anticipated                      80013-09		XXXXXXXX
Delinquent Tax Collections                                      80013-10	16,180.33	XXXXXXXX
		XXXXXXXX
Required Collection of Current Taxes                      80013-11	-	XXXXXXXX
Interfund Advances Originating in 2017                      80013-12	-	XXXXXXXX
Various cancelled	2,257.48	XXXXXXXX
Cancel Grant Receivables	6,731.26	XXXXXXXX
Prior Year Tax Deductions Disallowed	2,500.00	
		XXXXXXXX
Deficit Balance - To Trial Balance (Sheet 3)                      80013-13	XXXXXXXX	
Surplus Balance - To Surplus (Sheet 21)                      80013-14	1,604,377.94	XXXXXXXX
	4,978,962.01	4,978,962.01



**SURPLUS - CURRENT FUND  
2017**

		Debit	Credit	
1	Balance January 1, 2017	80014-01	XXXXXXX	3,545,592.62
2			XXXXXXX	
3	Excess Resulting from 2017 Operations	80014-02	XXXXXXX	1,604,377.94
4	Amount Appropriated in the 2017 Budget - Cash	80014-03	1,200,000.00	XXXXXXX
5	Amount Appropriated in 2017 Budget - with Prior Written Consent of Director of Local Govt. Services	80014-04		XXXXXXX
6				XXXXXXX
7	Balance December 31, 2017	80014-05	3,949,970.56	XXXXXXX
			5,149,970.56	5,149,970.56

**ANALYSIS OF BALANCE DECEMBER 31, 2017  
(FROM CURRENT FUND - TRIAL BALANCE)**

Cash		80014-06	6,955,400.36
Investments		80014-07	
Sub-Total			6,955,400.36
Deduct Cash Liabilities Marked with "C" on Trial Balance		80014-08	3,042,660.55
Cash Surplus		80014-09	3,912,739.81
Deficit in Cash Surplus		80014-10	
Other Assets Pledged to Surplus: *			
(1) Due from State of N.J. Senior			
Citizens and Veterans Deduction		80014-16	-
Deferred Charges #		80014-12	20,000.00
Cash Deficit #		80014-13	
Due from State-Non-Federal Cost Share			17,230.75
Total Other Assets		80014-14	37,230.75
		80014-15	3,949,970.56

\* 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 2017 BUDGET.

(1) MAY BE ALLOWED UNDER CERTAIN CONDITIONS.

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



**(FOR MUNICIPALITIES ONLY)**  
**CURRENT TAXES - 2017 LEVY**

1	Amount of Levy as per Duplicate (Analysis) # or (Abstract of Ratables)		82101-00	<u>16,693,062.34</u>
			82113-00	<u>                    </u>
2	Amount of Levy Special District Taxes		82102-00	<u>70,000.00</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>299,728.65</u>
5a	Sub-total CY 2017 Levy	<u>17,062,790.99</u>		
5b	Reductions due to tax appeals **	<u>                    </u>		
5c	Total CY 2017 Tax Levy		82106-00	<u><u>17,062,790.99</u></u>
6	Transferred to Tax Title Liens		82107-00	<u>16,122.33</u>
7	Transferred to Foreclosed Property		82108-00	<u>                    </u>
8	Remitted, Abated or Canceled		82109-00	<u>2,162.72</u>
9	Discount Allowed		82110-00	<u>                    </u>
10	Collected in Cash: In CY 2016	82121-00	<u>93,823.06</u>	
	In 2017	82122-00	<u>16,154,472.88</u>	
	R.E.A.P. Revenue	82124-00	<u>                    </u>	
	State's Share of 2017 Senior Citizens and Veterans Deductions Allowed	82123-00	<u>37,250.00</u>	
	Total to Line 14	82111-00	<u><u>16,285,545.94</u></u>	
11	Total Credits			<u><u>16,303,830.99</u></u>
12	Amount Outstanding, December 31, 2017		83120-00	<u>758,960.00</u>
13	Percentage of Cash Collections to Total 2017 Levy, (Item 10 divided by Item 5c) is	<u>95.44%</u>	82112-00	

**NOTE: If municipality conducted Accelerated Tax Sale or Tax Levy Sale check here  and complete Sheet 22a.**

14	Calculation of Current Taxes Realized in Cash:			
	Total of Line 10			<u>16,285,545.94</u>
	Less: Reserve for Tax Appeals Pending State Division of Tax Appeals			<u>                    </u>
	To Current Taxes Realized in Cash (Sheet 17)			<u><u>16,285,545.94</u></u>

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

- # Note: On Item 1 if Duplicate (Analysis) Figure is used; be sure to include Senior Citizens and Veterans Deductions.
- \* Include overpayments applied as part of 2017 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.

# ACCELERATED TAX SALE / TAX LEVY SALE - CHAPTER 99

## To Calculate Underlying Tax Collection Rate for 2017

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)	\$	-
<i>LESS</i> : Proceeds from Accelerated Tax Sale		
<b>NET Cash Collected</b>	\$	N/A
Line 5c (sheet 22) Total 2017 Tax Levy	\$	N/A
Percentage of Collection Excluding Accelerated Tax Sale Proceeds (Net Cash Collected divided by Item 5c) is		N/A

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### (2) Utilizing Tax Levy Sale

Total of Line 10 Collected in Cash (sheet 22)	\$	
<i>LESS</i> : Proceeds from Tax Levy Sale (excluding premium)		
<b>NET Cash Collected</b>	\$	-
Line 5c (sheet 22) Total 2017 Tax Levy	\$	
Percentage of Collection Excluding Tax Levy Sale Proceeds (Net Cash Collected divided by Item 5c) is		%

**NOT APPLICABLE**

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

	Debit	Credit
1. Balance January 1, 2017	XXXXXXXX	XXXXXXXX
Due From State of New Jersey	648.35	XXXXXXXX
Due To State of New Jersey	XXXXXXXX	
2. Sr. Citizens Deductions Per Tax Billings	9,500.00	XXXXXXXX
3. Veterans Deductions Per Tax Billings	27,750.00	XXXXXXXX
4. Sr. Citizens Deductions Allowed By Tax Collector		XXXXXXXX
5. Veteran Deductions Allowed By Tax Collector		
6. Sr. Citizens Deductions Allowed By Tax Collector-2016		
7. Sr. Citizens Deductions Disallowed By Tax Collector	XXXXXXXX	
8. Sr. Citizens Deductions Disallowed By Tax Collector CY 2016 Taxes	XXXXXXXX	2,500.00
9. Received in Cash from State	XXXXXXXX	35,750.00
10.		
11.		
12. Balance December 31, 2017	XXXXXXXX	XXXXXXXX
Due From State of New Jersey	XXXXXXXX	
Due To State of New Jersey	351.65	XXXXXXXX
	<b>38,250.00</b>	<b>38,250.00</b>

Calculation of Amount to be included on Sheet 22, Item 10-  
2017 Senior Citizens and Veterans Deductions Allowed

Line 2	9,500.00	
Line 3	27,750.00	
Line 4	-	
Line 5	-	
Sub-Total	37,250.00	
Less: Line 7	-	
To Item 10, Sheet 22	37,250.00	

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

		Debit	Credit
Balance January 1, 2017		XXXXXXXX	100,000.00
Taxes Pending Appeals	100,000.00	XXXXXXXX	XXXXXXXX
Interest Earned on Taxes Pending Appeals		XXXXXXXX	XXXXXXXX
Contested Amount of 2017 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)		XXXXXXXX	-
Interest Earned on Taxes Pending State Appeals		XXXXXXXX	
Cash Paid to Appellants (Including 5% Interest from Date of Payment) Closed to Results of Operations (Portion of Appeal won by Municipality, including Interest)		51,990.16	XXXXXXXX
Balance December 31, 2017		48,009.84	XXXXXXXX
Taxes Pending Appeals*	48,009.84	XXXXXXXX	XXXXXXXX
Interest Earned on Taxes Pending Appeals		XXXXXXXX	XXXXXXXX
		100,000.00	100,000.00

\* Includes State Tax Court and County Board of Taxation Appeals Not Adjusted by December 31, 2017.



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

724

License #

\_\_\_\_\_  
Date

## 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 \_\_\_\_\_ %  
 [(2017 Estimated Total Levy - 2016 Total Levy)/2016 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)

**2016 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, 2017			496,142.49	XXXXXXXXXX
A. Taxes	83102-00	441,345.49	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83103-00	54,797.00	XXXXXXXXXX	XXXXXXXXXX
2. Canceled:			XXXXXXXXXX	XXXXXXXXXX
A. Taxes	83105-00			7,125.14
B. Tax Title Liens	83106-00		XXXXXXXXXX	
3. Transferred to Foreclosed Tax Title Liens:			XXXXXXXXXX	XXXXXXXXXX
A. Taxes	83108-00		XXXXXXXXXX	
B. Tax Title Liens	83109-00		XXXXXXXXXX	
4. Added Taxes			2,500.00	XXXXXXXXXX
5. Added Tax Title Liens				XXXXXXXXXX
6. Adjustment between Taxes (Other than current year) and Tax Title Liens:			XXXXXXXXXX	XXXXXXXXXX
A. Taxes - Transfers to Tax Title Liens	83104-00		XXXXXXXXXX	3,403.66
B. Tax Title Liens - Transfers from Taxes	83107-00		3,403.66	XXXXXXXXXX
7. Balance Before Cash Payments			XXXXXXXXXX	491,517.35
8. Totals			502,046.15	502,046.15
9. Balance Brought Down			491,517.35	XXXXXXXXXX
10. Collected:			XXXXXXXXXX	433,819.67
A. Taxes	83116-00	433,316.69	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83117-00	502.98	XXXXXXXXXX	XXXXXXXXXX
11. Interest and Costs - 2017 Tax Sale			921.20	XXXXXXXXXX
12. 2017 Taxes Transferred to Liens			16,122.33	XXXXXXXXXX
13. 2017 Taxes			758,960.00	XXXXXXXXXX
14. Balance December 31, 2017			XXXXXXXXXX	833,701.21
A. Taxes	83121-00	758,960.00	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83122-00	74,741.21	XXXXXXXXXX	XXXXXXXXXX
15. Totals			1,267,520.88	1,267,520.88

16. Percentage of Cash Collections to Adjusted Amount Outstanding

(Item No. 10 divided by Item No. 9) is 88.26%

17. Item No. 14 multiplied by percentage shown above is  
and represents the maximum amount that may be anticipated in 2018.

735,824.69

83125-00

(See Note A on Sheet 22 - Current Taxes)

(1) These amounts will always be the same.

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

		Debit	Credit
1. Balance January 1, 2017	84101-00	212,600.00	XXXXXXXXXX
2. Foreclosed or Deeded in 2017		XXXXXXXXXX	XXXXXXXXXX
3. Tax Title Liens	84103-00	-	XXXXXXXXXX
4. Taxes Receivable	84104-00		XXXXXXXXXX
5A.	84102-00		XXXXXXXXXX
5B.	84105-00	XXXXXXXXXX	
6. Adjustment to Assessed Valuation	84106-00		XXXXXXXXXX
7. Adjustment to Assessed Valuation	84107-00	XXXXXXXXXX	-
8. Sales		XXXXXXXXXX	XXXXXXXXXX
9. Cash*	84109-00	XXXXXXXXXX	
10. Contract	84110-00	XXXXXXXXXX	
11. Mortgage	84111-00	XXXXXXXXXX	
12. Loss on Sales	84112-00	XXXXXXXXXX	
13. Gain on Sales	84113-00		XXXXXXXXXX
14. Balance December 31, 2017	84114-00	XXXXXXXXXX	212,600.00
		212,600.00	212,600.00

**CONTRACT SALES**

		Debit	Credit
15. Balance January 1, 2017	84115-00		XXXXXXXXXX
16. 2016 Sales from Foreclosed Property	84116-00		XXXXXXXXXX
17. Collected*	84117-00	XXXXXXXXXX	
18.	84118-00	XXXXXXXXXX	
19. Balance December 31, 2017	84119-00	XXXXXXXXXX	
		-	-

**MORTGAGE SALES**

		Debit	Credit
20. Balance January 1, 2017	84120-00		XXXXXXXXXX
21. 2017 Sales from Foreclosed Property	84121-00		XXXXXXXXXX
22. Collected*	84122-00	XXXXXXXXXX	
23.	84123-00	XXXXXXXXXX	
24. Balance December 31, 2017	84124-00	XXXXXXXXXX	
		-	-

Analysis of Sale of Property:	-
*Total Cash Collected in 2017	<u>(84125-00)</u>
Realized in 2017 Budget	<u>0</u>
To Results of Operations (Sheet 19)	<u>0</u>

**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 December 31, 2016 per Audit Report</u>	<u>Amount in 2017 Budget</u>	<u>Amount Resulting from 2017</u>	<u>Balance as at December 31, 2017</u>
1. Emergency Authorization - Municipal*				
2. Emergency Authorization - Schools				
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 2017</u>
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____

NOT APPLICABLE



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

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

Date	Purpose	Amount Authorized	Not Less Than 1/5 of Amount Authorized*	Balance December 31, 2016	REDUCED IN CY 2017		Balance December 31, 2017
					By 2017 Budget	Canceled by Resolution	
			-	-			-
							-
							-
3/20/2013	HURRICANE SANDY DAMAGES	2,000,000.00	400,000.00	163,968.35	163,968.35		-
5/7/2014	PREPARATION OF MASTER PLAN	100,000.00	20,000.00	60,000.00	40,000.00		20,000.00
							-
							-
							-
							-
							-
							-
Totals		2,100,000.00	420,000.00	223,968.35	203,968.35	-	20,000.00

80025-00                      80026-00

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

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

\*Not less than one-fifth (1/5) of amount authorized but not more than the amount shown in the column "Balance December 31, 2017" must be entered here and then raised in the 2018 budget.

**N.J.S. 40A:55.1, ET SEQ., SPECIAL EMERGENCY - DAMAGE CAUSED TO ROADS OR BRIDGES BY SNOW, ICE, FROST OR FLOOD  
 N.J.S. 40A: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 December 31, 2017	REDUCED IN CY 2017		Balance December 31, 2017
					By 2017 Budget	Canceled by Resolution	
	NONE						-
<b>Totals</b>					80027-00	80028-00	-

It is hereby certified that all outstanding "Special Emergency" appropriations have been adopted by the governing body in full compliance with N.J.S. 40A:4-55.1 et seq. and N.J.S. 40A:4-55.13 et seq. and are recorded on this page.

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

\*Not less than one-third (1/3) of amount authorized but not more than the amount shown in the column "Balance December 31, 2017" must be entered here and then raised in the 2018 budget.

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2018 DEBT SERVICE FOR BONDS  
(MUNICIPAL) GENERAL CAPITAL BONDS**

		Debit	Credit	2018 Debt Service
Outstanding January 1, 2017	80033-01	XXXXXXXX	4,108,000.00	
Issued	80033-02	XXXXXXXX		
Paid	80033-03	358,000.00	XXXXXXXX	
Outstanding, December 31, 2017	80033-04	3,750,000.00	XXXXXXXX	
		4,108,000.00	4,108,000.00	
2018 Bond Maturities - General Capital Bonds			80033-05	375,000.00
2018 Interest on Bonds *		80033-06	189,618.00	

**ASSESSMENT SERIAL BONDS**

Outstanding January 1, 2017	80033-07	XXXXXXXX		
Issued	80033-08	XXXXXXXX		
Paid	80033-09		XXXXXXXX	
Outstanding, December 31, 2017	80033-10	-	XXXXXXXX	
		-	-	
2018 Bond Maturities - Assessment Bonds			80033-11	
2018 Interest on Bonds *		80033-12		
Total "Interest on Bonds - Debt Service" (*Items)			80033-13	189,618.00

**LIST OF BONDS ISSUED DURING 2017**

Purpose	2018 Maturity	Amount Issued	Date of Issue	Interest Rate
Total	-	-		

80033-14

80033-15

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2018 DEBT SERVICE FOR LOANS  
(MUNICIPAL) LOAN**

		Debit	Credit	2018 Debt Service
Outstanding January 1, 2017	80033-01	XXXXXXXX	498,750.00	
Issued	80033-02	XXXXXXXX	26,250.00	
Paid	80033-03	35,000.00	XXXXXXXX	
Outstanding, December 31, 2017	80033-04	490,000.00	XXXXXXXX	
		525,000.00	525,000.00	
2018 Loan Maturities			80033-05	35,000.00
2018 Interest on Loans			80033-06	-
Total 2018 Debt Service for DBIZ Loan			80033-13	35,000.00
<b>LOAN</b>				
Outstanding January 1, 2017	80033-07	XXXXXXXX		
Issued	80033-08	XXXXXXXX		
Paid	80033-09		XXXXXXXX	
Outstanding, December 31, 2017	80033-10	-	XXXXXXXX	
		-	-	
2018 Loan Maturities			80033-11	
2018 Interest on Loans			80033-12	-
Total 2018 Debt Service for _____ Loan			80033-13	-

**LIST OF LOANS ISSUED DURING 2017**

Purpose	2018 Maturity	Amount Issued	Date of Issue	Interest Rate
DBIZ Loan	-	26,250.00	1/1/2017	
Total	-	26,250.00		

80033-14

80033-15

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2017 DEBT SERVICE FOR BONDS  
(MUNICIPAL) \_\_\_\_\_ LOAN**

		Debit	Credit	2017 Debt Service
Outstanding January 1, 2016	80034-01	XXXXXXXX		
Paid	80034-02		XXXXXXXX	
Outstanding, December 31, 2016	80033-04	-	XXXXXXXX	
		-	-	
2017 Bond Maturities - Term Bonds	80034-04			
2017 Interest on Bonds *	80034-05			
<b>TYPE I SCHOOL SERIAL BOND</b>				
Outstanding January 1, 2016	80034-06	XXXXXXXX		
Issued	80034-07	XXXXXXXX		
Paid	80034-08		XXXXXXXX	
Outstanding, December 31, 2016	80034-09	-	XXXXXXXX	
		-	-	
2017 Interest on Bonds *	80034-10			
2017 Bond Maturities - Serial Bonds			80034-11	
Total "Interest on Bonds - Type I School Debt Service" (*Items)			80034-12	

**LIST OF BONDS ISSUED DURING 2016**

Purpose	2016	Amount	Date of	Interest
	Maturity	Issued	Issue	Rate
	-01	-02		
NONE				
Total	80035-	-	-	

**2017 INTEREST REQUIREMENT - CURRENT FUND DEBT ONLY**

- |  |        |
|--|--------|
| 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. _____                                     |        |

Outstanding Dec.31, 2016	2017 Interest Requirement
	-
-	-
	-
-	

NOT APPLICABLE

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

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding December 31, 2017	Date of Maturity	Rate of Interest	2018 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
Ord#09-28 Project Drainage-Roll Over	423,700.00	01/21/10	325,578.00	10/05/18	2.250%	15,020.00	7,325.51	10/05/18
Ord#13-29 Improv Community Center	378,720.00	01/16/14	352,600.00	10/05/18	2.250%	13,060.00	7,933.50	10/05/18
Ord#13-33 Acq of Ambulances	208,000.00	01/16/14	161,613.00	10/05/18	2.250%	23,112.00	3,636.29	10/05/18
	1,010,420.00		839,791.00			51,192.00	18,895.30	
Ord#16-07 Borough Hall Construction	750,000.00	10/10/17	750,000.00	10/05/18	2.250%		16,875.00	10/05/18
Ord#15-08 Various Improvements	782,000.00	10/10/17	782,000.00	10/05/18	2.250%		17,595.00	10/05/18
Ord#13-19 Hazard Mitigation	1,144,000.00	12/05/13	146,102.00	10/05/18	2.250%	39,449.00	3,287.30	10/05/18
Ord#13-20 North Street Pump Station	1,621,923.00	12/05/13	448,863.00	10/05/18	2.250%	20,519.00	10,099.42	10/05/18
	4,297,923.00		2,126,965.00			59,968.00	47,856.71	
Totals			2,966,756.00			111,160.00	66,752.01	

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

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

\*\*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 2014 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2017 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.

(Do not crowd - add additional sheets)

80051-01

80051-02

## DEBT SERVICE SCHEDULE FOR ASSESSMENT NOTES

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding December 31, 2016	Date of Maturity	Rate of Interest	2017 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
<b>Totals</b>	-		-			-	-	-

MEMO: \* See Sheet 33 for clarification of "Original Date of Issue"  
 Assessment Notes with an original date of issue of 2014 or prior must be appropriated in full in the 2017 Dedicated Assessment Budget or written intent of permanent financing submitted with statement.

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

(Do not crowd - add additional sheets)

## SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Lease Obligations Outstanding December 31, 2016	2017 Budget Requirement	
		For Principal	For Interest/Fees
<b>Leases approved by LFB prior to July 1, 2007</b>			
1.	-		
2.			
3.			
4.			
5.			
6.			
<b>Leases approved by LFB after July 1, 2007</b>			
1. MCIA 2013 Lease Purchase	200,000.00	30,000.00	8,300.00
2. MCIA 2015 Lease Purchase	81,000.00	26,000.00	4,050.00
3.			
4.			
5.			
6.			
<b>Total</b>	<b>281,000.00</b>	<b>56,000.00</b>	<b>12,350.00</b>
		80051-01	80051-02

(Do not crowd - add additional sheets)



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

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2017		2017 Authorization	Cancelled Payables	Expended	Authorizations Canceled	Balance - Dec. 31, 2017	
	Funded	Unfunded					Funded	Unfunded
	94-18 Housing Rehab-RCA-Middletown	47,136.00						
98-11 Management Facility	8,592.00				8,592.00			
09-28 NJEIT-Design/Permitting Various Proj.		7,050.24			7,050.24			
11-22 Acquisition of Computers & Software	19,309.24						19,309.24	
12-12 Improvements to Washington Avenue	95,381.40	480,253.40			550,634.80			25,000.00
12-17 Acquisition of Firetruck	5,277.26				5,277.26			
12-20 NJEIT-Construction Stormwater Pump Station & Drainage Improvements		1,114,631.25			45,500.00			1,069,131.25
13-17 Wall Reconstruction	137,888.09				(13,775.68)		151,663.77	
<b>Sub-Totals</b>	<b>313,583.99</b>	<b>1,601,934.89</b>			<b>650,414.62</b>		<b>170,973.01</b>	<b>1,094,131.25</b>

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

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

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2017		2017 Authorization	Cancelled Payables	Expended	Authorizations Canceled	Balance - Dec. 31, 2017	
	Funded	Unfunded					Funded	Unfunded
13-19 Hazard Mitigation Program		1,019,000.00			919,000.00			100,000.00
13-20 Reconstruction North St Pump Station		1,381,099.15			1,047,660.01			333,439.14
13-23 Removal of Disaster Related Debris and Demolition of Various Structures		2,143,317.12			2,139,117.12			4,200.00
13-26 StreetScape-DBIZ		486.60						486.60
13-29 Improvements to Community Center		5,267.55			500.00			4,767.55
13-33 Acquisition of Ambulances		163.00			163.00			-
14-08 Stormwater/Drainage Improvements		3,039,450.01			9,341.21			3,030,108.80
15-06 Various Improvements		8,072.96			(88,965.09)			97,038.05
15-12 Refunding Series 2008 Bonds								-
16-07 Prelim. Construct New Borough Hall	1,206,675.00	1,710,000.00			45,000.00		1,161,675.00	1,710,000.00
16-22 Various Improvements	400,000.00				397,857.18		2,142.82	0.00
#17-03 Various Improv-Open Space			300,000.00		27,255.33			272,744.67
#17-04 Various Road/Sewer Improvements			1,025,000.00		702,800.00		322,200.00	-
								-
								-
<b>Total</b>	<b>1,920,258.99</b>	<b>10,908,791.28</b>	<b>1,325,000.00</b>	<b>-</b>	<b>5,850,143.38</b>	<b>-</b>	<b>1,656,990.83</b>	<b>6,646,916.06</b>

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

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

		Debit	Credit
Balance January 1, 2017	80031-01	XXXXXXXX	395,383.26
Received from CY 2017 Budget Appropriation*	80031-02	XXXXXXXX	600,000.00
Improvement Authorizations Canceled (no expenses incurred)		XXXXXXXX	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	80031-03	XXXXXXXX	
List by Improvements - Direct Charges Made for Preliminary Costs:		XXXXXXXX	XXXXXXXX
			XXXXXXXX
Ord#17-04 Various Improvements		370,714.00	XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
			XXXXXXXX
Appropriated to Finance Improvement Authorizations	80031-04		XXXXXXXX
			XXXXXXXX
Balance December 31, 2017	80031-05	624,669.26	XXXXXXXX
		995,383.26	995,383.26

\*The full amount of the 2017 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, 2017	80030-01	XXXXXXXX	-
Received from 2017 Budget Appropriation*	80030-02	XXXXXXXX	
Received from 2017 Emergency Appropriation*	80030-03	XXXXXXXX	
Appropriated to Finance Improvement Authorizations	80030-04		XXXXXXXX
			XXXXXXXX
Balance December 31, 2017	80030-05	-	XXXXXXXX
		-	-

\*The full amount of the 2017 budget appropriation should be transferred to this account unless the balance of the appropriation is to be permitted to lapse.

**CAPITAL IMPROVEMENTS AUTHORIZED IN 2017**  
**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 2017 or Prior Years
Ord#17-03 Various Improv-O/S	300,000.00		300,000.00	
Ord#17-04 Various Improvements	1,025,000.00	-	1,025,000.00	
				-
<b>Total 80032-00</b>	<b>1,325,000.00</b>	<b>-</b>	<b>1,325,000.00</b>	<b>-</b>

Ord#17-03-Down payment from Due from County O/S \$150,000, Local Open Space \$150,000  
 Ord#17-04-Down payment from CIF-370,714, Surplus-175,000, CDBG-146,286, DOT-333,000)

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**  
**2017**

		Debit	Credit
Balance January 1, 2017	80029-01	XXXXXXXX	177,725.25
Premium on Sale of Bonds or Notes		XXXXXXXX	20,294.00
Funded Improvement Authorizations Canceled		XXXXXXXX	
Ord#94-18			47,136.00
Ord#98-11			8,592.00
Ord#12-12			70,381.40
Appropriated to Finance Improvement Authorizations	80029-02	175,000.00	XXXXXXXX
Appropriated to 2017 Budget Revenue	80029-03		XXXXXXXX
Balance December 31, 2017	80029-04	149,128.65	XXXXXXXX
		324,128.65	324,128.65

**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, 2017 \_\_\_\_\_ -NONE- \_\_\_\_\_
2. Amount of Cash in Special Trust Fund as of December 31, 2016 (Note A) \_\_\_\_\_
3. Amount of Bonds Issued Under Item 1 Maturing in 2017 \_\_\_\_\_
4. Amount of Interest on Bonds with a Covenant - CY 2018 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 2016 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 2017 was	<u>17,062,790.99</u>
2 Amount of Item 1 Collected in 2017 (*)	<u>16,285,545.94</u>
3 Seventy (70) percent of Item 1	<u>11,943,953.69</u>

(\*) Including prepayments and overpayments applied.

B.

1 Did any maturities of bonded obligations or notes fall due during the year 2017?  
 Answer YES or NO Yes

2 Have payments been made for all bonded obligations or notes due on or before  
 December 31, 2017?  
 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 2018 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	<u>None</u>
2. 4% of CY 2017 Tax Levy for all purposes: Levy -- _____	_____
3. Cash Deficit 2017	<u>None</u>
4. 4% of 2017 Tax Levy for all purposes: Levy -- _____	_____

E.

<u>Unpaid</u>	<u>2016</u>	<u>2017</u>	<u>Total</u>
1. State Taxes			<u>NONE</u>
2. County Taxes		<u>30,101.61</u>	<u>30,101.61</u>
3. Amounts due Special Districts		<u>0.00</u>	<u>0.00</u>
4. Amounts due School Districts for Local School Tax	<u>389,788.10</u>	<u>441,052.60</u>	<u>441,052.60</u>

Bonds and Notes Authorized but Not Issued must be disclosed in this Utility Capital Section in the same manner as set forth in General Capital Fund on Sheet 8

**POST CLOSING  
TRIAL BALANCE - SEWER UTILITY FUND**

AS AT December 31, 2017

**Operating and Capital Sections**  
(Separately Stated)

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

Title of Account	Debit	Credit
<b>Sewer Operating Fund</b>	-	
Cash and Investments	1,957,353.80	
	-	
Sewer Rents Receivable	292,834.34	
Water/Sewer Municipal Liens	458.24	
	-	
Deferred Charges		
Community Disaster Loan Assistance	300,000.00	
Appropriation Reserves		349,906.15
Reserve for Encumbrances		89,406.06
Reserve for FEMA-AHHRSA		257,839.76
Water/Sewer Overpayment		19,752.27
Accrued Interest on Bonds		91,782.61
Accounts Payable		54,886.90
		863,573.75
Community Disaster Loan Payable		300,000.00
Community Disaster Loan-Accrued Interest		17,852.09
Reserve for Receivables		293,292.58
Fund Balance		1,075,927.96
	2,550,646.38	2,550,646.38

"C"

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





**POST CLOSING TRIAL BALANCE -  
UTILITY ASSESSMENT TRUST FUNDS**

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

AS AT DECEMBER 31, 2017

Title of Account	Debit	Credit
<b>Not Applicable</b>		

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

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

Title of Liability to which Cash and Investments are Pledged	Audit Balance December 31, 2016	RECEIPTS				Disbursements	Balance December 31, 2017
		Assessments and Liens	Operating Budget				
Assessment Serial Bond Issues:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
NOT APPLICABLE							
Assessment Bond Anticipation Note Issues:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
NOT APPLICABLE							
Other Liabilities							
Trust Surplus							
Less Assets "Unfinanced" *	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX

\*Show as red figure

## SCHEDULE OF Sewer UTILITY BUDGET - 2017

### BUDGET REVENUES

Source	Budget	Received in Cash	Excess or Deficit*
Operating Surplus Anticipated 01	250,000.00	250,000.00	-
Operating Surplus Anticipated with Consent of Director of Local Government Services 02			
Sewer Rents	1,570,000.00	1,659,932.87	89,932.87
			-
Sale of Water System	-	-	-
Added by N.J.S. 40A:4-87 (List)	XXXXXXXX	XXXXXXXX	XXXXXXXX
Additional Sewer User Fees	-	-	-
Interest on Delinquent Payments	30,000.00	38,257.02	8,257.02
Interest on Investments	2,120.62	8,804.43	6,683.81
Subtotal	1,852,120.62	1,956,994.32	104,873.70
Deficit (General Budget)** 06			
	07 1,852,120.62	1,956,994.32	104,873.70

\*\*Amount in "Received in Cash" column for "Deficit (General Budget)" and amount expended for "Surplus (General Budget)" must agree with amounts shown for such items on Sheet 59.

### STATEMENT OF BUDGET APPROPRIATIONS

Appropriations:		XXXXXXXX
Adopted Budget		1,852,120.62
Added by N.J.S. 40A:4-87		
Emergency		
Total Appropriations		1,852,120.62
Add: Overexpenditures (See Footnote)		
Total Appropriations and Overexpenditures		1,852,120.62
Deduct Expenditures:		
Paid or Charged	1,471,578.05	
Reserved	349,906.15	
Surplus (General Budget)**		
Total Expenditures		1,821,484.20
Unexpended Balance Canceled (See Footnote)		30,636.42

**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 BALANCE CANCELED:**

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

## STATEMENT OF 2017 OPERATION Sewer UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2017 Sewer Utility Budget contained either an item of revenue "Deficit (General Budget)" or an item of appropriation "Surplus (General Budget)"  
Section 2 should be filled out in every case.

### SECTION 1:

Revenue Realized:	XXXXXXXXXX	
Budget Revenue (Not Including "Deficit (General Budget)")	1,956,994.32	
Miscellaneous Revenue Not Anticipated	5,950.00	
2016 Appropriation Reserves Canceled * (Excess Revenue Realized)	59,195.79	
Cancel Accrued Interest and Other Various Reserves	(404.54)	
Total Revenue Realized		2,021,735.57
Expenditures:	XXXXXXXXXX	
Appropriations (Not Including "Surplus (General Budget)")	XXXXXXXXXX	
Paid or Charged	1,471,578.05	
Reserved	349,906.15	
Expended Without Appropriation		
Cash Refund of Prior Year's Revenue		
Overexpenditure of Appropriation Reserves		
Total Expenditures	1,821,484.20	
Less: Deferred Charges Included In Above "Total Expenditures"		
Total Expenditures - As Adjusted		1,821,484.20
Excess		200,251.37
Budget Appropriation - Surplus (General Budget) **		-
Remainder = Balance of "Results of 2017 Operation" = ("Excess in Operations" - Sheet 60)		200,251.37
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 "2016 Appropriation Reserves Canceled in 2017" 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:

2016 Appropriation Reserves Canceled in 2017	59,195.79	
Less: Anticipated Deficit in 2016 Budget - Amount Received and Due from Current Fund - If none, enter "None"	none	
* Excess (Revenue Realized)		59,195.79

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

**RESULTS OF 2017 OPERATIONS Sewer UTILITY**

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXX	104,873.70
Unexpended Balances of Appropriations	XXXXXXXX	30,636.42
Miscellaneous Revenue Not Anticipated	XXXXXXXX	5,950.00
Unexpended Balances of 2015 Appropriation Reserves*	XXXXXXXX	59,195.79
Cancel Accrued Interest and Various Reserves		(404.54)
Deficit in Anticipated Revenue		XXXXXXXX
		XXXXXXXX
Operating Deficit - to Trial Balance	XXXXXXXX	
Excess in Operations - to Operating Surplus	200,251.37	XXXXXXXX
* See <u>restriction</u> in amount on Sheet 59, SECTION 2	200,251.37	200,251.37

**OPERATING SURPLUS - Sewer UTILITY**

	Debit	Credit
Balance January 1, 2017	XXXXXXXX	1,125,676.59
Excess in Results of 2017 Operations	XXXXXXXX	200,251.37
Amount Appropriated in 2017 Budget - Cash	250,000.00	XXXXXXXX
Amount Appropriated in 2017 Budget with Prior Written Consent of Director of Local Government Services		XXXXXXXX
Prior Period Accruals/Accounts Payable		
Balance December 31, 2017	1,075,927.96	XXXXXXXX
	1,325,927.96	1,325,927.96

**ANALYSIS OF BALANCE DECEMBER 31, 2017  
(FROM Sewer UTILITY - TRIAL BALANCE)**

Cash		1,957,353.80
Investments		
Interfund Accounts Receivable		
Subtotal		1,957,353.80
Deduct Cash Liabilities Marked with "C" on Trial Balance		863,573.75
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		1,093,780.05
*Other Assets Pledged to Operating Surplus		
Deferred Charges #CDL Accrued Interest	17,852.09	
Operating Deficit #		
Total Other Assets		17,852.09
#MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2018 BUDGET		1,075,927.96

\*In the case of a "Deficit in Operating Surplus Cash", "Other Assets" would also be pledged to cash liabilities.

## SCHEDULE OF Sewer UTILITY ACCOUNTS RECEIVABLE

Balance January 1, 2017		\$ <u>264,029.65</u>
Increased by:		
Sewer Rents Levied		\$ <u>1,694,548.63</u>
Decreased by:		
Collections	\$ <u>1,665,463.94</u>	
Overpayments/Prepayments applied	\$ _____	
Transfer to _Municipal_ Liens	\$ <u>280.00</u>	
Other	\$ _____	
		\$ <u>1,665,743.94</u>
Balance December 31, 2017		\$ <u>292,834.34</u>

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## SCHEDULE OF Sewer LIENS

Balance January 1, 2017		\$ <u>418.93</u>
Increased by:		
Transfers from Accounts Receivable	\$ <u>280.00</u>	
Penalties and Costs	\$ <u>178.24</u>	
Other	\$ _____	
		\$ <u>458.24</u>
Decreased by:		
Collections	\$ <u>418.93</u>	
Other	\$ <u>0.00</u>	
		\$ <u>418.93</u>
Balance December 31, 2017		\$ <u>458.24</u>

**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>	<u>Amount December 31, 2016 per Audit Report</u>	<u>Amount in 2017 Budget</u>	<u>Amount Resulting from 2017</u>	<u>Balance as at December 31, 201</u>
1. Emergency Authorization - *	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
2. <u>Overexpenditure of Budget Approp</u>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
3. <u>Overexpenditure of Approp Reserve</u>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
4. <u>Operating Deficit</u>	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
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. <b>NONE</b>	_____	\$ _____
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 2018</u>
1. _____	_____	_____	\$ _____	_____
2. <b>NONE</b>	_____	_____	\$ _____	_____
3. _____	_____	_____	\$ _____	_____
4. _____	_____	_____	\$ _____	_____

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2018 DEBT SERVICE FOR BONDS  
SEWER UTILITY ASSESSMENT BONDS**

	Debit	Credit	2018 Debt Service
Outstanding January 1, 2017	XXXXXXXX	-	
Issued	XXXXXXXX		
Paid		XXXXXXXX	
Outstanding December 31, 2017	-	XXXXXXXX	
	-	-	
2018 Bond Maturities - Assessment Bonds			
2018 Interest on Bonds *			
<b>Sewer UTILITY CAPITAL BONDS</b>			
Outstanding January 1, 2017	XXXXXXXX	3,642,600.00	
Issued-Refunded	XXXXXXXX	440,000.00	
Paid	177,200.00	XXXXXXXX	
Cancelled-Refunded			
Outstanding December 31, 2017	3,905,400.00	XXXXXXXX	
	4,082,600.00	4,082,600.00	
2018 Bond Maturities - Capital Bonds			187,485.00
2018 Interest on Bonds *			189,405.00

**INTEREST ON BONDS**

2018 Interest on Bonds (*Items)	189,405.00	
Less: Interest Accrued to 12/31/2017 (Trial Balance)	84,204.17	
Subtotal	105,200.83	
Add: Interest to be Accrued as of 12/31/2018	80,626.75	
Required Appropriations 2018		185,827.58

**LIST OF BONDS ISSUED DURING 2017**

Purpose	2018 Maturity	Amount Issued	Date of Issue	Interest Rate
Refunding Issue	3,000.00	440,000.00	2/1/2017	various
	3,000.00	440,000.00		



**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2018 DEBT SERVICE FOR LOANS  
WATER & SEWER UTILITY ASSESSMENT LOANS**

	Debit	Credit	2018 Debt Service
Outstanding January 1, 2017	XXXXXXXX	-	
Issued	XXXXXXXX		
Paid	-	XXXXXXXX	
Outstanding December 31, 2017	-	XXXXXXXX	
	-	-	
2018 Loan Maturities			-
2018 Interest on Loans*		-	
<b>Water &amp; Sewer Utility Capital Loans</b>			
Outstanding January 1, 2017	XXXXXXXX	1,428,552.56	
Issued	XXXXXXXX		
Paid	77,267.79	XXXXXXXX	
Outstanding December 31, 2017	1,351,284.77	XXXXXXXX	
	1,428,552.56	1,428,552.56	
2018 Loan Maturities			77,267.79
2018 Interest on Loans*		16,597.26	

**INTEREST ON LOANS - Water & Sewer UTILITY BUDGET**

2018 Interest on Loans (*Items)	16,597.26	
Less: Interest Accrued to 12/31/2017 (Trial Balance)	7,578.44	
Subtotal	9,018.82	
Add: Interest to be Accrued as of 12/31/2018	5,565.10	
Required Appropriations 2018		14,583.92

**LIST OF LOANS ISSUED DURING 2017**

Purpose	2017 Maturity	Amount Issued	Date of Issue	Interest Rate

**DEBT SERVICE SCHEDULE 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 December 31, 2017	Date of Maturity	Rate of Interest	2018 Budget Requirement For Interest **	
							For Principal	For Interest
	NONE							

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

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

All notes with an original date of issue of 2015 or prior require one legal payable installment to be budgeted if it is contemplated that such notes will be renewed in 2018 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.

<b>INTEREST ON NOTES - _Water/Sewer UTILITY BUDGET</b>	
2017 Interest on Notes	0.00
Less: Interest Accrued to 12/31/2017 (Trial Balance)	0.00
Subtotal	0.00
Add: Interest to be Accrued as of 12/31/2018	0.00
Required Appropriation - 2018	0.00

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

## DEBT SERVICE SCHEDULE FOR UTILITY ASSESSMENT NOTES

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15.	Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding December 31, 2017	Date of Maturity	Rate of Interest	2018 Budget Requirement		Interest Computed to (Insert Date)
							For Principal	For Interest **	
	<b>NOT APPLICABLE</b>								

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

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

Utility Assessment Notes with an original date of issue of December 31, 2015 or prior must be appropriated in full in the 2018 Dedicated Utility Assessment Budget or written intent of permanent financing submitted.

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

# SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Lease Obligation Outstanding December 31, 2017	2017 Budget Requirement	
		For Principal	For Interest/Fees
1.			
2. <b>NOT APPLICABLE</b>			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
<b>Total</b>	-	-	-

(Do not crowd - add additional sheets)

## SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (UTILITY CAPITAL FUND)

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2017		2017 Authorizations	Encumbrance Cancelled	Expended	Authorizations Canceled	Balance - December 31, 2017	
	Funded	Unfunded					Funded	Unfunded
	NONE	-					-	
#14-02 Dissolution-AHRSR		-						-
#14-05 Replacement of Force Mains		-					-	
<b>Total</b>		70000-	-	-	-	-	-	-

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

**Water & Sewer UTILITY CAPITAL FUND**  
**SCHEDULE OF CAPITAL IMPROVEMENT FUND**

	Debit	Credit
Balance January 1, 2017	XXXXXXXX	6,750.00
Received from 2017 Budget Appropriation*	XXXXXXXX	
	XXXXXXXX	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	XXXXXXXX	
List by Improvements - Direct Charges Made for Preliminary Costs:	XXXXXXXX	XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
		XXXXXXXX
Appropriated to Finance Improvement Authorizations		XXXXXXXX
		XXXXXXXX
Balance December 31, 2017	6,750.00	XXXXXXXX
	6,750.00	6,750.00

**Water & Sewer UTILITY CAPITAL FUND**  
**SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS**

<b>NOT APPLICABLE</b>	Debit	Credit
Balance January 1, 2017	XXXXXXXX	-
Received from 2017 Budget Appropriation*	XXXXXXXX	
Received from 2017 Emergency Appropriation*	XXXXXXXX	
Appropriated to Finance Improvement Authorizations		XXXXXXXX
Balance December 31, 2017	-	XXXXXXXX
	-	-

\*The full amount of the 2017 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.

**UTILITY FUND  
CAPITAL IMPROVEMENTS AUTHORIZED IN 2017  
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 2017 or Prior Years
-NONE-			-	-

**Sewer UTILITY CAPITAL FUND  
STATEMENT OF CAPITAL SURPLUS**

**2017**

	Debit	Credit
Balance January 1, 2017	XXXXXXXX	9,384.44
Premium on Sale of Bonds	XXXXXXXX	
Funded Improvement Authorizations Canceled	XXXXXXXX	
Cancel Accounts Payable/Other		
Appropriated to Finance Improvement Authorizations		XXXXXXXX
Appropriated to 2017 Budget Revenue		XXXXXXXX
Balance December 31, 2017	9,384.44	XXXXXXXX
	9,384.44	9,384.44