

ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2018  
(UNAUDITED)

POPULATION LAST CENSUS 5,097  
NET VALUATION TAXABLE 2018 606,337,559  
MUNICODE 1317

FIVE DOLLARS PER DAY PENALTY IF NOT FILED BY:

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 HIGHLANDS, County of MONMOUTH

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

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)~~ ~~with~~ 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, County of MONMOUTH and that the HIGHLANDS statements annexed hereto and made a part hereof are true statements of the financial condition of the Local Unit as at December 31, 2018, completely in compliance with N.J.S. 40A:5-12, as amended. I also give complete assurances as to the veracity of required information included herein, needed prior to certification by the Director of Local Government Services, including verification of cash balances as of December 31, 2018.

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 \_\_\_\_\_, 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. 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 2019.

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

Municipality: Borough of 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 item(s) # \_\_\_\_\_  
\_\_\_\_\_ of the criteria above and therefore does not qualify for local  
examination of its Budget in accordance with N.J.A.C. 5:30-7.5.

Municipality: Borough of 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: 12/31/2018

	(1) Federal Programs Expended (administered by the State)	(2) State Programs Expended	(3) Other Federal Programs Expended
TOTAL	\$ 14,267.33	\$ 72,249.52	\$ -

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

02/10/19  
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 2018 and that sheets 40 to 68 are unnecessary.

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

Name N/A

Title \_\_\_\_\_

(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.

**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 2018 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 \$ 618,338,223

Maddy B. Buocione  
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, 2018**

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

Title of Account	Debit	Credit
Cash	6,730,161.92	
Due From/(To) State of NJ - Senior Citizens & Veterans	-	1,101.63
Due From State-Non Federal Cost Share CDBG#3	-	
<b>Receivables with Offsetting Reserves:</b>		
Taxes Receivable	815,833.49	
Tax Title Liens Receivable	81,328.16	
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	-	
Community Disaster Loan	2,063,102.00	
School Taxes Deferred :		
Local	1,479,768.00	
Regional High School	1,748,088.50	

**(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, 2018

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

Title of Account	Debit	Credit
Appropriation Reserves		730,399.24
Reserve for Encumbrances		490,999.36
Accounts Payable		353,059.80
Tax Overpayments		362,225.95
Due to State of NJ:		
Marriage Licenses		93.00
State Training Fees		6,303.91
Prepaid Taxes		148,030.07
County Taxes Payable - Added & Omitted		10,286.56
Local School Taxes Payable		306,996.00
Regional School Taxes Payable		259,887.60
BID Taxes Payable		-
Accrued Interest - Community Disaster Loan		151,086.91
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		88,024.01
Reserve for Spec Emergency Approp-Hurricane Sandy		3,477.80
Subtotal		3,020,425.49
Community Disaster Loan Payable		2,063,102.00
Special Emergency Notes		-
Deferred School Taxes:		
Local		1,479,768.00
Regional High School		1,748,088.50
Reserve for Receivables		1,150,548.42
Fund Balance		3,709,736.43
	13,171,668.84	13,171,668.84

"C"

(Do not crowd - add additional sheets)

**N/A**

**POST CLOSING**

**TRIAL BALANCE - PUBLIC ASSISTANCE FUND**

ACCOUNTS #1 AND #2\*  
AS AT DECEMBER 31, 2018

[illegible]

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

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



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

AS AT DECEMBER 31, 2018

[illegible]

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

**POST CLOSING**  
**TRIAL BALANCE - TRUST FUNDS**  
**(Assessment Section Must Be Separately Stated)**  
AS AT DECEMBER 31, 2018

Title of Account	Debit	Credit
Cash	1,683,103.07	
Accounts Payable		2,156.35
Encumbrances Payable		
Reserve for: Open Space Trust Fund		85,150.61
<b>Reserve for:</b>		
Street Opening Deposits		10,900.00
Escrows		128,817.32
Thirrd Party Lien Redemptions		49,283.41
Tax Sale Premiums		471,600.00
POAA		1,631.00
Public Defender Fees		546.71
Recycling Program		4,344.81
Deposits-Baymens Assoc		5,000.00
Engineer Fees-Pelekanous		
Legal Escrow		300.00
Off Duty Police		71,168.72
Uniform Fire Penalties		2,891.48
Uniform Fire Penalties Fire Dept		
Recreation		22,185.10
Library		7,003.32
Unemployment		195,870.67
Engineering Inspection Fees		56,158.20
Performance Bonds		197,378.32
Maintenance Bonds		1,785.20
Accumulated Leave		175,226.27
Police Explorers		18,977.89
Sale of Property		22,350.00
Law Enforcement		1,622.00
Police Forfeited Funds		1,888.00
Storm Recovery Trust		148,867.69
Sub-Total Sheet 6b		1,595,796.11
	1,683,103.07	1,683,103.07

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

**POST CLOSING  
BALANCE - TRUST**  
**Section Must Be Separ**  
**AS AT DECEMBER 31, 2018**

[illegible]

# MUNICIPAL PUBLIC DEFENDER CERTIFICATION

Public Law 1997, c. 256

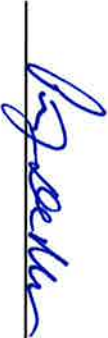
Municipal Public Defender Expended Prior Year	(1)	4,779.16	
	x	1,194.79	25%
	(2)	5,973.95	

Municipal Public Defender Trust Cash Balance  
(from fee generation only) December 31, 2018 (3) 546.71

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, 2019

## Schedule of Trust Fund Reserves

Purpose	Amount January 1, 2018 per Audit Report	Receipts	Disbursements	Balance as at December 31, 2018
1. <u>Street Opening Deposits</u>	\$ 8,930.00	2,000.00	30.00	\$ 10,900.00
2. <u>Escrows</u>	107,295.77	75,073.90	53,552.35	128,817.32
3. <u>Third Party Lien Redemptions</u>	60,882.87	433,153.28	444,752.74	49,283.41
4. <u>Tax Sale Premiums</u>	781,400.00	226,600.00	536,400.00	471,600.00
5. <u>POAA</u>	1,019.00	612.00		1,631.00
6. <u>Public Defender Fees</u>	4,930.08		4,383.37	546.71
7. <u>Recycling Program</u>	4,344.81			4,344.81
8. <u>Developers Escrow-Baymens</u>	5,000.00			5,000.00
9. <u>Engineer Fees-Pelekanous</u>	-			-
10. <u>Developers Escrow-Legal Escrow</u>	300.00			300.00
12. <u>Off Duty Police</u>	42,951.31	179,148.50	150,931.09	71,168.72
13. <u>Uniform Fire Penalties</u>	7,193.08	1,050.00	5,351.60	2,891.48
14. <u>Uniform Fire Penalties Fire Dept</u>	-			-
15. <u>Recreation</u>	12,163.45	17,472.85	7,451.20	22,185.10
16. <u>Library</u>	7,003.32			7,003.32
17. <u>Unemployment</u>	202,886.55	1,262.09	8,277.97	195,870.67
18. <u>Developers Escrow-Eng Insp</u>	58,745.90	25,156.94	27,744.64	56,158.20
19. <u>Performance Bonds</u>	291,379.48	29,864.10	123,865.26	197,378.32
20. <u>Maintenance Bonds</u>	1,785.20			1,785.20
21. <u>Accumulated Leave</u>	175,807.51	2,193.00	2,774.24	175,226.27
22. <u>Police Explorers</u>	14,845.58	11,425.00	7,292.69	18,977.89
23. <u>Sale of Property</u>	22,350.00			22,350.00
24. <u>Law Enforcement</u>	1,343.28	278.72		1,622.00
25. <u>Police Forfeited Funds</u>	1,888.00			1,888.00
26. <u>Storm Recovery Trust</u>	70,688.80	200,000.00	121,821.11	148,867.69
27. _____				
28. _____				
29. _____				
30. _____				
31. _____				
32. _____				
33. _____				
34. _____				
<b>Totals:</b>	\$ 1,885,133.99	\$ 1,205,290.38	\$ 1,494,628.26	\$ 1,595,796.11

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, 2017	RECEIPTS					Disbursements	Balance December 31, 2018
		Assessments and Liens	Current Budget					
Assessment Serial Bond Issues:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
Assessment Bond Anticipation Note Issues:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
								-
Other Liabilities								
Trust Surplus								
*Less Assets "Unfinanced"	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
NOT APPLICABLE								
	-	-	-	-	-	-	-	-

\*Show as red figure

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

AS AT December 31, 2018

Title of Account	Debit	Credit
Est. Proceeds Bonds and Notes Authorized	4,529,486.49	XXXXXXXXXX
Bonds and Notes Authorized but Not Issued	XXXXXXXXXX	4,529,486.49
Cash	2,835,404.63	
	-	
	-	
	-	
NJDOT Receivable-Ord#17-04	250,000.00	
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	3,830,000.00	
Unfunded	8,478,429.49	
Due from Sewer Capital Fund	175,000.00	
Encumbrances Payable		2,283,186.07
Accounts Payable		3,597.75
Bond Anticipation Notes Payable		4,055,596.00
Serial Bonds		3,375,000.00
Loans Payable-DBIZ		455,000.00
Reserve for:		
RCA Interest		47,976.44
Sidewalk Fund		13,911.00
Parking Improvements		450.00
NJ BIZ Loan (Ord#12-20)		26,250.00
Receivables		-
Improvement Authorizations:		
Funded		1,236,534.72
Unfunded		4,224,359.62
Capital Improvement Fund		674,669.26
Surplus		260,321.93
	21,186,339.28	21,186,339.28

(Do not crowd - add additional sheets)





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

<b>Current Fund:</b>	
Two River Community Bank:	
Current	2,983,157.45
Current	862,280.53
Clearing-Valley	2,460,167.40
Clearing	272,378.01
Payroll	86,530.57
Payroll Agency	127,378.46
Tax Collector	326,651.37
Valley National	
<b>Total Two River Community Bank Current</b>	<b>7,118,543.79</b>
<b>Sewer Utility:</b>	
Valley Bank	
Checking	#091928 1,932,893.46
Investments	Capital Fund BAN -
AHHRSA-Cash	158,418.00
<b>Total Sewer Cash</b>	<b>2,091,311.46</b>
<b>Sewer Capital Fund:</b>	
Two River Community Bank:	
Checking	#0920281451 6,232.94  6,232.94
<b>TOTAL PAGE</b>	<b>9,216,088.19</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, 2018 (cont'd)**  
**LIST BANKS AND AMOUNTS SUPPORTING "CASH ON DEPOSIT"**

<b>CAPITAL FUND:</b>		
Valley Bank		
Checking	#41572262	1,825,673.55
RCA Capital	#0920281477	-
URB - Capital	#0117	1,022,312.47
Total Capital Fund		2,847,986.02
<b>Grant Fund:</b>		
Two River Community Bank:		
Checking	#0918281493	354,248.37
Total Grant Fund		354,248.37
<b>Trust Fund:</b>		
Valley Bank		
Checking	#41936019	987,139.77
Unemployment	#41572254	195,870.67
Law Enforcement Trust	#41572211	1,358.00
Open Space Trust	#41572238	57,150.61
Master Escrow Account	#0911276964	1,581.19
Quickchek	#3812348235	15,082.99
Everclear Development	#3811348268	1.63
CVS	#3811348516	45.56
Pulte Homes	#3812348821	104,461.12
Everclear Development	#3812348276	530.30
Pulte Homes	#3812348821	9,936.28
Sandy Hook Developers	#3811348532	13,668.74
CVS	#3811348524	-
TD Bank:		
Checking	#1900027512	461.00
Master	#0008888	100,257.77
Total Trust Fund		1,487,545.63
<b>Animal Control Trust:</b>		
Valley Bank	#41572203	9,204.55
<b>TOTAL</b>		13,915,072.76

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**

Sheet 10

Grant	Balance January 1, 2018	2018 Budget Revenue Realized	Received	Canceled		Balance December 31, 2018
Alcohol Education	1,429.44					1,429.44
American Water Rain Barrel	1,000.00					1,000.00
Body Armor		1,624.83	1,624.83			-
Bullet Proof Vest Program	1,738.00					1,738.00
Clean Communities		12,855.74	12,855.74			-
Clean Communities-159		12,266.61	12,266.61			-
Drunk Driving Enforcement						-
Highway Safety		15,255.00	15,255.00			-
LED Hazard Grant	230,000.00			230,000.00		-
Municipal Alliance-159	25,318.33	31,960.00	31,960.00			25,318.33
Municipal Alliance-Match/Donations						-
NJEDA-Neighborhood Comm Revitalization	44,042.66					44,042.66
Recycling Tonnage Grant		5,436.52	5,436.52			-
Summer Food Program-159	-	15,090.39	13,892.55			1,197.84
Sustainable Jersey Grant		2,000.00	2,000.00			
Urban Area Security Initiative	2,586.32					2,586.32
Zoning Grant						-
						-
Totals	306,114.75	96,489.09	95,291.25	230,000.00	-	77,312.59

## SCHEDULE OF APPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Sheet 11

Grant	Balance January 1, 2018	Transferred from 2018 Budget Appropriations		Borough Match	Canceled Payables or Other	Expended	Canceled	Balance December 31, 2018
		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	4,297.36	1,624.83				3,820.00		2,102.19
Clean Communities	17,006.96	12,855.74	12,266.61			20,406.79		21,722.52
Comcast Cable Technology Grant	20,500.00							20,500.00
D.D.E.F.	26,985.42					14,267.33		12,718.09
Highway Safety Grant	7,725.00	15,255.00				5,885.00		17,095.00
Hurricane Sandy National Emergency Grant	28,682.61							28,682.61
LED Hazard Grant	190,000.00				(40,000.00)		230,000.00	-
Municipal Alliance	21,890.12		31,960.00			27,157.12		26,693.00
Municipal Alliance	-							-
Municipal Stormwater	52.76							52.76
NJEDA Neighborhood Comm Revitization	961.50							961.50
NY/NJ SNOWFLAKE FOUNDATION	100,763.00					1,780.58		98,982.42
Summer Food	-		15,090.39			12,870.03		2,220.36
Sustainable Jersey Small Grants Program	1,000.00	2,000.00						3,000.00
	-							-
Totals	430,551.63	31,735.57	59,317.00	-	(40,000.00)	86,186.85	230,000.00	245,417.35

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

Grant	Balance January 1, 2018	Transferred from 2018 Budget Appropriations		Borough Match	Canceled Payables or Other	Expended	Canceled	Balance December 31, 2018
		Budget	Appropriation By 40A:4-87					
								-
Firefighter Grant	1,700.00							1,700.00
Recycling Tonnage	2,114.78	5,436.52						7,551.30
Urban Area Security Initiative	2,586.32							2,586.32
Click It Ticket It	165.00					165.00		-
Drive Sober-Get Pulled Over	1,027.33					165.00		862.33
Zoning Grant	18,453.75							18,453.75
Totals	456,598.81	37,172.09	59,317.00	-	(40,000.00)	86,516.85	230,000.00	276,571.05



SCHEDULE OF UNAPPROPRIATED RESERVES FOR  
FEDERAL AND STATE GRANTS

Sheet 12

Grant	Balance January 1, 2018	Transferred to 2018 Budget Appropriation			Received			Balance December 31, 2018
		Budget	Appropriation By 40A:4-87					
								-
Alcohol Education Grant	-							-
Body Armor	1,624.83	1,624.83						-
Clean Communities	12,855.74	12,855.74						-
Drive Sober/Get Pulled Over	-	-			1,171.72			1,171.72
Drunk Driving Enforcement Fund	-	-						-
Highway Safety	15,255.00	15,255.00			52,155.00			52,155.00
Hurricane Sandy Emergency Grant								-
Municipal Alliance-Local Match								-
Summer Food	-	-						-
Tonnage Grant	5,436.52	5,436.52						-
Zoning Grant	-	-						-
Sustainable Jersey Grant	2,000.00	2,000.00						-
								-
								-
								-
								-
Totals	37,172.09	37,172.09	-	-	53,326.72	-	-	53,326.72



**\*LOCAL DISTRICT SCHOOL TAX**

	Debit	Credit
Balance January 1, 2018		XXXXXXXXXX
School Tax Payable #	85001-00	255,353.00
School Tax Deferred (Not in excess of 50% of Levy - 2017-2018)	85002-00	1,479,768.00
Levy School Year July 1, 2018 - June 30, 2019	XXXXXXXXXX	3,767,561.00
Levy Calendar Year	XXXXXXXXXX	
Paid	3,715,918.00	XXXXXXXXXX
Balance December 31, 2018	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable #	306,996.00	XXXXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2018-2019)	85004-00	1,479,768.00
	5,502,682.00	5,502,682.00

\* 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, 2018	XXXXXXXXXX	-
2018 Levy	81105-00	29,781.94
	XXXXXXXXXX	
Interest Earned	XXXXXXXXXX	
Paid	29,781.94	XXXXXXXXXX
Balance December 31, 2018	85046-00	XXXXXXXXXX
	29,781.94	29,781.94

**REGIONAL SCHOOL TAX**  
(Provide a separate statement for each Regional District involved)

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

# Must include unpaid requisitions.

**REGIONAL HIGH SCHOOL TAX**

	Debit	Credit
Balance January 1, 2018	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable #	XXXXXXXXXX	185,699.60
School Tax Deferred (Not in excess of 50% of Levy - 2017-2018)	XXXXXXXXXX	1,828,398.50
Levy School Year July 1, 2018 - June 30, 2019	XXXXXXXXXX	
Levy Calendar Year	XXXXXXXXXX	3,496,177.00
Paid	3,502,299.00	XXXXXXXXXX
Cancelled		
Balance December 31, 2018	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable #	259,887.60	XXXXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2018-2019)	1,748,088.50	XXXXXXXXXX
	5,510,275.10	5,510,275.10

# Must include unpaid requisitions

COUNTY TAXES PAYABLE

	Debit	Credit
Balance January 1, 2018	XXXXXXXXXX	XXXXXXXXXX
County Taxes	XXXXXXXXXX	-
Due County for Added and Omitted Taxes	XXXXXXXXXX	-
Cancelled		
Levy:	XXXXXXXXXX	XXXXXXXXXX
General County	XXXXXXXXXX	1,607,470.95
County Library	XXXXXXXXXX	113,931.34
County Health	XXXXXXXXXX	
County Open Space Preservation	XXXXXXXXXX	178,310.46
Due County for Added and Omitted Taxes	XXXXXXXXXX	10,286.56
Paid	1,899,712.75	XXXXXXXXXX
Balance December 31, 2018	XXXXXXXXXX	XXXXXXXXXX
County Taxes		XXXXXXXXXX
Due County for Added & Omitted Taxes	10,286.56	XXXXXXXXXX
	1,909,999.31	1,909,999.31

SPECIAL DISTRICT TAXES

	Debit	Credit
Balance January 1, 2018	XXXXXXXXXX	-
Levy: (List Each Type of District Tax Separately - see Footnote)		
Fire -	XXXXXXXXXX	XXXXXXXXXX
Sewer -	XXXXXXXXXX	XXXXXXXXXX
Water -	XXXXXXXXXX	XXXXXXXXXX
Garbage -	XXXXXXXXXX	XXXXXXXXXX
Business District (1)	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXXXX	XXXXXXXXXX
Total Levy	XXXXXXXXXX	70,000.00
Cancelled		
Paid	70,000.00	XXXXXXXXXX
Balance December 31, 2018	-	XXXXXXXXXX
	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, 2018	80004-01 XXXXXXXXXX	
State Library Aid Received	80004-02 XXXXXXXXXX	
Expended	80004-09	XXXXXXXXXX
Balance December 31, 2018	80004-10 -	
	-	-

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

	Debit	Credit
Balance January 1, 2018	80004-03 XXXXXXXXXX	
State Library Aid Received	80004-04 XXXXXXXXXX	
Expended	80004-11	XXXXXXXXXX
Balance December 31, 2018	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, 2018	80004-05 XXXXXXXXXX	
State Library Aid Received	80004-06 XXXXXXXXXX	
Expended	80004-13	XXXXXXXXXX
Balance December 31, 2018	80004-14 -	
	-	-

RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

	Debit	Credit
Balance January 1, 2018	80004-07 XXXXXXXXXX	
State Library Aid Received	80004-08 XXXXXXXXXX	
Expended	80004-15	XXXXXXXXXX
Balance December 31, 2018	80004-16 -	
	-	-

STATEMENT OF GENERAL BUDGET REVENUES 2018

Source	Budget -01	Realized -02	Excess or Deficit* -03
Surplus Anticipated	80101-1,250,000.00	1,250,000.00	-
Surplus Anticipated with Prior Written Consent of Director of Local Government	80102-		
Miscellaneous Revenue Anticipated:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Adopted Budget	1,112,731.09	1,298,432.41	185,701.32
Added by N.J.S. 40A:4-87: (List on 17a)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Per attached sheet	59,317.00	59,317.00	-
Total Miscellaneous Revenue Anticipated	80103-1,172,048.09	1,357,749.41	185,701.32
Receipts from Delinquent Taxes	80104-730,000.00	737,544.52	7,544.52
Amount to be Raised by Taxation:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
(a) Local Tax for Municipal Purposes	80105-7,792,549.39	XXXXXXXXXX	XXXXXXXXXX
(b) Addition to Local District School Tax	80106-	XXXXXXXXXX	XXXXXXXXXX
Total Amount to be Raised by Taxation	80107-7,792,549.39	8,146,640.56	354,091.17
	10,944,597.48	11,491,934.49	547,337.01

ALLOCATION OF CURRENT TAX COLLECTIONS

	Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22)	80108-00XXXXXXXXXX	16,320,159.81
Amount to be Raised by Taxation	XXXXXXXXXX	XXXXXXXXXX
Local District School Tax	80109-003,767,561.00	XXXXXXXXXX
Regional School Tax	80119-003,496,177.00	XXXXXXXXXX
Regional High School Tax	80110-00-	XXXXXXXXXX
County Taxes	80111-001,899,712.75	XXXXXXXXXX
Due County for Added and Omitted Taxes	80112-0010,286.56	XXXXXXXXXX
Special District Taxes	80113-0070,000.00	XXXXXXXXXX
Municipal Open Space Tax	80120-0029,781.94	
Reserve for Uncollected Taxes	80114-00XXXXXXXXXX	1,100,000.00
Deficit in Required Collection of Current Taxes (or)	80115-00XXXXXXXXXX	
Balance for Support of Municipal Budget (or)	80116-008,146,640.56	XXXXXXXXXX
*Excess Non-Budget Revenue (see footnote)	80117-00	XXXXXXXXXX
*Deficit Non-Budget Revenue (see footnote)	80118-00XXXXXXXXXX	
	17,420,159.81	17,420,159.81

\*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.

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

[illegible]

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: 

STATEMENT OF GENERAL BUDGET APPROPRIATIONS 2018

2018 Budget as Adopted	80012-01	10,885,280.48
2018 Budget - Added by N.J.S. 40A:4-87	80012-02	59,317.00
Appropriated for 2018 (Budget Statement Item 9)	80012-03	10,944,597.48
Appropriated for 2017 by Emergency Appropriation (Budget Statement Item 9)	80012-04	
Total General Appropriations (Budget Statement Item 9)	80012-05	10,944,597.48
Add: Overexpenditures (see footnote)	80012-06	
Total Appropriations and Overexpenditures	80012-07	10,944,597.48
Deduct Expenditures:		
Paid or Charged [Budget Statement Item (L)]	80012-08	9,113,095.85
Paid or Charged - Reserve for Uncollected Taxes	80012-09	1,100,000.00
Reserved	80012-10	730,399.24
Total Expenditures	80012-11	10,943,495.09
Unexpended Balances Canceled (see footnote)	80012-12	1,102.39

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)

2018 Authorizations		
N.J.S. 40A:4-46 (After adoption of Budget)		
N.J.S. 40A:4-20 (Prior to adoption of Budget)		
Total Authorizations		
Deduct Expenditures:		
Paid or Charged		
Reserved		
Total Expenditures		



# RESULTS OF 2018 OPERATIONS

## CURRENT FUND

	Debit	Credit
Excess of anticipated Revenues:	XXXXXXXXXX	XXXXXXXXXX
Miscellaneous Revenues Anticipated	XXXXXXXXXX	185,701.32
Delinquent Tax Collections	XXXXXXXXXX	7,544.52
	XXXXXXXXXX	
Required Collection of Current Taxes	XXXXXXXXXX	354,091.17
Unexpended Balances of 2018 Budget Appropriations	XXXXXXXXXX	1,102.39
Miscellaneous Revenue Not Anticipated	XXXXXXXXXX	83,455.62
Miscellaneous Revenue Not Anticipated:		
Proceeds of Sale of Foreclosed Property (Sheet 27)	81114-XXXXXXXXXX	
Payments in Lieu of Taxes on Real Property	81120-XXXXXXXXXX	
Sale of Municipal Assets	XXXXXXXXXX	
Unexpended Balances of CY 2017 Appropriation Reserves	80013-05XXXXXXXXXX	449,140.40
Prior Years Interfunds Returned in 2018	80013-06XXXXXXXXXX	
Miscellaneous	XXXXXXXXXX	
Grant Reserves Cancelled	XXXXXXXXXX	230,000.00
Cancel Accounts Payables	XXXXXXXXXX	11,540.45
Deferred School Tax Revenue: (See School Taxes, Sheets 13 & 14)	XXXXXXXXXX	XXXXXXXXXX
Balance January 1, 2018	80013-073,308,166.50	XXXXXXXXXX
Balance December 31, 2018	80013-08XXXXXXXXXX	3,227,856.50
Deficit in Anticipated Revenues:	XXXXXXXXXX	XXXXXXXXXX
Miscellaneous Revenues Anticipated	80013-09	XXXXXXXXXX
Delinquent Tax Collections	80013-10-	XXXXXXXXXX
		XXXXXXXXXX
Required Collection of Current Taxes	80013-11-	XXXXXXXXXX
Interfund Advances Originating in 2018	80013-12-	XXXXXXXXXX
Various cancelled		XXXXXXXXXX
Cancel Grant Receivables	230,000.00	XXXXXXXXXX
Prior Year Tax Deductions Disallowed	2,500.00	
		XXXXXXXXXX
Deficit Balance - To Trial Balance (Sheet 3)	80013-13XXXXXXXXXX	
Surplus Balance - To Surplus (Sheet 21)	80013-141,009,765.87	XXXXXXXXXX
	4,550,432.37	4,550,432.37

## SCHEDULE OF MISCELLANEOUS REVENUES NOT ANTICIPATED

SOURCE	Amount Realized
FIRE SAFETY LEA	6,647.88
6% TAX PENALTIES	29,411.27
PRIOR YEAR REIMBURSEMENTS	
SENIOR CITIZENS/VETS /STATE ADMIN FEE	500.00
MISCELLANEOUS	4,540.41
COPIES	627.93
INSURANCE PROCEEDS-NON HEALTH	22,000.00
LAND SALE	-
SALE OF ASSETS	-
INSPECTION FINES	200.00
Agency Reimbursements	6,312.50
Monmouth County Polling Reimbursements	400.00
Reimbursements from Towns	7,900.00
Legal Reimbursements	4,915.63
Total Amount of Miscellaneous Revenues Not Anticipated (Sheet 19)	83,455.62

**SURPLUS - CURRENT FUND**  
**2018**

	Debit	Credit
1 Balance January 1, 2018	80014-01	XXXXXXXXXX3,949,970.56
2	XXXXXXXXXX	
3 Excess Resulting from 2018 Operations	80014-02	XXXXXXXXXX1,009,765.87
4 Amount Appropriated in the 2018 Budget - Cash	80014-03	1,250,000.00XXXXXXXXXX
5 Amount Appropriated in 2018 Budget - with Prior Written Consent of Director of Local Govt. Services	80014-04	XXXXXXXXXX
6		XXXXXXXXXX
7 Balance December 31, 2018	80014-05	3,709,736.43XXXXXXXXXX
	4,959,736.43	4,959,736.43

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

Cash	80014-06	6,730,161.92
Investments	80014-07	
Sub-Total		6,730,161.92
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08	3,020,425.49
Cash Surplus	80014-09	3,709,736.43
Deficit in Cash Surplus	80014-10	
Other Assets Pledged to Surplus: *		
(1) Due from State of N.J. Senior Citizens and Veterans Deduction	80014-16	-
Deferred Charges #	80014-12	-
Cash Deficit #	80014-13	
Due from State-Non-Federal Cost Share		-
Total Other Assets	80014-14	-
	80014-15	3,709,736.43

\* 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 2018 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.



ACCELERATED TAX SALE / TAX LEVY SALE - CHAPTER 99

To Calculate Underlying Tax Collection Rate for 2018

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

(1) Utilizing Accelerated Tax Sale

Total of Line 10 Collected in Cash (sheet 22)	\$	-
LESS : Proceeds from Accelerated Tax Sale		
NET Cash Collected	\$	N/A
Line 5c (sheet 22) Total 2018 Tax Levy	\$	N/A
Percentage of Collection Excluding Accelerated Tax Sale Proceeds (Net Cash Collected divided by Item 5c) is		N/A

(2) Utilizing Tax Levy Sale

Total of Line 10 Collected in Cash (sheet 22)	\$	
LESS : Proceeds from Tax Levy Sale (excluding premium)		
NET Cash Collected	\$	-
Line 5c (sheet 22) Total 2018 Tax Levy	\$	
Percentage of Collection Excluding 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, 2018	XXXXXXXXXX	XXXXXXXXXX
Due From State of New Jersey		XXXXXXXXXX
Due To State of New Jersey	XXXXXXXXXX	351.63
2. Sr. Citizens Deductions Per Tax Billings	9,000.00	XXXXXXXXXX
3. Veterans Deductions Per Tax Billings	25,250.00	XXXXXXXXXX
4. Sr. Citizens Deductions Allowed By Tax Collector	250.00	XXXXXXXXXX
5. Veteran Deductions Allowed By Tax Collector		
6. Sr. Citizens Deductions Allowed By Tax Collector-2017		
7. Sr. Citizens Deductions Disallowed By Tax Collector	XXXXXXXXXX	250.00
8. Sr. Citizens Deductions Disallowed By Tax Collector CY 2017 Taxes	XXXXXXXXXX	2,500.00
9. Received in Cash from State	XXXXXXXXXX	32,500.00
10.		
11.		
12. Balance December 31, 2018	XXXXXXXXXX	XXXXXXXXXX
Due From State of New Jersey	XXXXXXXXXX	
Due To State of New Jersey	1,101.63	XXXXXXXXXX
	35,601.63	35,601.63

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

Line 2	9,000.00
Line 3	25,250.00
Line 4	250.00
Line 5	-
Sub-Total	34,500.00
Less: Line 7	250.00
To Item 10, Sheet 22	34,250.00

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

	Debit	Credit
Balance January 1, 2018	XXXXXXXXXX	48,009.84
Taxes Pending Appeals	XXXXXXXXXX	XXXXXXXXXX
Interest Earned on Taxes Pending Appeals	XXXXXXXXXX	XXXXXXXXXX
Contested Amount of 2018 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)	XXXXXXXXXX	-
Interest Earned on Taxes Pending State Appeals	XXXXXXXXXX	
Cash Paid to Appellants (Including 5% Interest from Date of Payment)		XXXXXXXXXX
Closed to Results of Operations		XXXXXXXXXX
(Portion of Appeal won by Municipality, including Interest)	-	XXXXXXXXXX
Balance December 31, 2018	48,009.84	XXXXXXXXXX
Taxes Pending Appeals*	48,009.84	XXXXXXXXXX
Interest Earned on Taxes Pending Appeals	XXXXXXXXXX	XXXXXXXXXX
	48,009.84	48,009.84

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

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

License # 724      Date 2/10/19



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 \_\_\_\_\_ %  
[(2018 Estimated Total Levy - 2017 Total Levy)/2017 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) \$ \_\_\_\_\_

2017 Reserve for Uncollected Taxes Appropriation Calculation (Actual)

1. Subtotal General Appropriations (item 8(L) budget sheet 29)

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

\$ \_\_\_\_\_
- Total

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

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

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

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

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

SCHEDULE OF DELINQUENT TAXES AND TAX TITLE LIENS

			Debit	Credit
1. Balance January 1, 2018			833,701.21	XXXXXXXXXX
A. Taxes	83102-00	758,960.00	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83103-00	74,741.21	XXXXXXXXXX	XXXXXXXXXX
2. Canceled:			XXXXXXXXXX	XXXXXXXXXX
A. Taxes	83105-00			23,915.48
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	83110-00		2,500.00	XXXXXXXXXX
5. Added Tax Title Liens	83111-00			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	
B. Tax Title Liens - Transfers from Taxes	83107-00		-	XXXXXXXXXX
7. Balance Before Cash Payments			XXXXXXXXXX	812,285.73
8. Totals			836,201.21	836,201.21
9. Balance Brought Down			812,285.73	XXXXXXXXXX
10. Collected:			XXXXXXXXXX	737,544.52
A. Taxes	83116-00	737,544.52	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83117-00	-	XXXXXXXXXX	XXXXXXXXXX
11. Interest and Costs - 2018 Tax Sale	83118-00		-	XXXXXXXXXX
12. 2018 Taxes Transferred to Liens	83119-00		6,586.95	XXXXXXXXXX
13. 2018 Taxes	83123-00		815,833.49	XXXXXXXXXX
14. Balance December 31, 2018			XXXXXXXXXX	897,161.65
A. Taxes	83121-00	815,833.49	XXXXXXXXXX	XXXXXXXXXX
B. Tax Title Liens	83122-00	81,328.16	XXXXXXXXXX	XXXXXXXXXX
15. Totals			1,634,706.17	1,634,706.17

16. Percentage of Cash Collections to Adjusted Amount Outstanding  
(Item No. 10 divided by Item No. 9) is 90.79%

17. Item No. 14 multiplied by percentage shown above is 814,533.06  
and represents the maximum amount that may be anticipated in 2019. 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, 2018	84101-00	212,600.00
2. Foreclosed or Deeded in 2018	XXXXXXX	XXXXXXX
3. Tax Title Liens	84103-00	-
4. Taxes Receivable	84104-00	XXXXXXX
5A.	84102-00	XXXXXXX
5B.	84105-00	XXXXXXX
6. Adjustment to Assessed Valuation	84106-00	XXXXXXX
7. Adjustment to Assessed Valuation	84107-00	XXXXXXX
8. Sales	XXXXXXX	XXXXXXX
9. Cash *	84109-00	XXXXXXX
10. Contract	84110-00	XXXXXXX
11. Mortgage	84111-00	XXXXXXX
12. Loss on Sales	84112-00	XXXXXXX
13. Gain on Sales	84113-00	XXXXXXX
14. Balance December 31, 2018	84114-00	XXXXXXX
	212,600.00	212,600.00

**CONTRACT SALES**

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

**MORTGAGE SALES**

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

Analysis of Sale of Property:

\*Total Cash Collected in 2018

(84125-00)

Realized in 2018 Budget

To Results of Operations (Sheet 19)

**DEFERRED CHARGES**  
**-MANDATORY CHARGES ONLY-**  
**CURRENT, TRUST, AND GENERAL CAPITAL FUNDS**  
**(Do not include the emergency authorizations pursuant to N.J.S. 40A:4-55,**  
**N.J.S. 40A:4-55.1 or N.J.S. 40A:4-55.13 listed on Sheets 29 and 30.)**

	Amount December 31, 2017 per Audit Report	Amount in 2018 Budget	Amount Resulting from 2018	Balance as at December 31, 2018
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>	Appropriated for in Budget of 2018
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, 2017	REDUCED IN CY 2018		Balance December 31, 2018
					By 2018 Budget	Canceled by Resolution	
			-	-			-
5/7/2014	Preparation of Master Plan	100,000.00	20,000.00	20,000.00	20,000.00		-
							-
							-
							-
							-
							-
							-
							-
							-
Totals		100,000.00	20,000.00	20,000.00	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, 2018" must be entered here and then raised in the 2019 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, 2018	REDUCED IN CY 2018		Balance December 31, 2018
					By 2018 Budget	Canceled by Resolution	
							-
	NONE						
Totals		-	-	-	-	-	-

80027-00                      80028-00

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

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

\*Not less than one-third (1/3) of amount authorized but not more than the amount shown in the column "Balance December 31 ,2018" must be entered here and then raised in the 2019 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, 2018	REDUCED IN CY 2018		Balance December 31, 2018
					By 2018 Budget	Canceled by Resolution	
							-
	NONE						
Totals		-	-	-	-	-	-

80027-00                      80028-00

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

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

\*Not less than one-third (1/3) of amount authorized but not more than the amount shown in the column "Balance December 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**

				2019 Debt Service
		Debit	Credit	
Outstanding January 1, 2018	80033-01	XXXXXXXXXX	3,750,000.00	
Issued	80033-02	XXXXXXXXXX		
Paid	80033-03	375,000.00	XXXXXXXXXX	
Outstanding, December 31, 2018	80033-04	3,375,000.00	XXXXXXXXXX	
		3,750,000.00	3,750,000.00	
2019 Bond Maturities - General Capital Bonds			80033-05	385,000.00
2019 Interest on Bonds *		80033-06	180,093.00	

## ASSESSMENT SERIAL BONDS

Outstanding January 1, 2018	80033-07	XXXXXXXXXX	
Issued	80033-08	XXXXXXXXXX	
Paid	80033-09		XXXXXXXXXX
Outstanding, December 31, 2018	80033-10	-	XXXXXXXXXX
		-	-
2019 Bond Maturities - Assessment Bonds			80033-11
2019 Interest on Bonds *	80033-12		
Total "Interest on Bonds - Debt Service" (*Items)			80033-13
			180,093.00

## LIST OF BONDS ISSUED DURING 2018

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



**SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2019 DEBT SERVICE FOR LOANS  
(MUNICIPAL) LOAN**

		Debit	Credit	2019 Debt Service
Outstanding January 1, 2018		80033-01	XXXXXXXXXX	490,000.00
Issued		80033-02	XXXXXXXXXX	-
Paid		80033-03	35,000.00	XXXXXXXXXX
Outstanding, December 31, 2018		80033-04	455,000.00	XXXXXXXXXX
			490,000.00	
2019 Loan Maturities			80033-05	35,000.00
2019 Interest on Loans			80033-06	-
Total 2019 Debt Service for DBIZ Loan			80033-13	35,000.00
<b>LOAN</b>				
Outstanding January 1, 2018		80033-07	XXXXXXXXXX	
Issued		80033-08	XXXXXXXXXX	
Paid		80033-09		XXXXXXXXXX
Outstanding, December 31, 2018		80033-10	-	XXXXXXXXXX
			-	
2019 Loan Maturities			80033-11	
2019 Interest on Loans			80033-12	-
Total 2019 Debt Service for _____ Loan			80033-13	-

## LIST OF LOANS ISSUED DURING 2018

Purpose	2019 Maturity	Amount Issued	Date of Issue	Interest Rate
-None-	-			
Total	-	-		

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

		Debit	Credit	2018 Debt Service
Outstanding January 1, 2018	80034-01	XXXXXXXXXX		
Paid	80034-02		XXXXXXXXXX	
Outstanding, December 31, 2018	80033-04	-	XXXXXXXXXX	
		-	-	
2019 Bond Maturities - Term Bonds		80034-04		
2019 Interest on Bonds *		80034-05		
TYPE I SCHOOL SERIAL BOND				
Outstanding January 1, 2018	80034-06	XXXXXXXXXX		
Issued	80034-07	XXXXXXXXXX		
Paid	80034-08		XXXXXXXXXX	
Outstanding, December 31, 2018	80034-09	-	XXXXXXXXXX	
		-	-	
2019 Interest on Bonds *		80034-10		
2019 Bond Maturities - Serial Bonds			80034-11	
Total "Interest on Bonds - Type I School Debt Service" (*Items)			80034-12	

LIST OF BONDS ISSUED DURING 2018				
Purpose	2019 Maturity	Amount Issued	Date of Issue	Interest Rate
NONE	-01	-02		
Total	80035-	-		

2019 INTEREST REQUIREMENT - CURRENT FUND DEBT ONLY

	2019 Outstanding Dec.31, 2018	2019 Interest Requirement
1. Emergency Notes	80036-	-
2. Special Emergency Notes	80037-	-
3. Tax Anticipation Notes	80038-	-
4. Interest on Unpaid State and County Taxes	80039-	-
5. _____		
6. _____		

NOT APPLICABLE

DEBT SERVICE FOR NOTES (OTHER THAN ASSESSMENT NOTES)

Sheet 33

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding December 31, 2018	Date of Maturity	Rate of Interest	2019 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
							-	
			-					
Ord#09-28 Project Drainage-Roll Over	423,700.00	01/21/10	310,558.00	10/04/19	3.000%	15,020.00	9,316.74	10/04/19
Ord#13-29 Improv Community Center	378,720.00	01/16/14	339,540.00	10/04/19	3.000%	13,060.00	10,186.20	10/04/19
Ord#13-33 Acq of Ambulances	208,000.00	01/16/14	138,501.00	10/04/19	3.000%	23,112.00	4,155.03	10/04/19
			-			-		
Ord#12-20 Stormwater Drainage	1,200,000.00	10/04/18	1,200,000.00	10/04/19	3.00%		36,000.00	10/04/19
Ord#16-07 Borough Hall Construction	750,000.00	10/10/17	750,000.00	10/04/19	3.000%		22,500.00	10/04/19
Ord#15-08 Various Improvements	782,000.00	10/10/17	782,000.00	10/04/19	3.000%		23,460.00	10/04/19
Ord#13-19 Hazard Mitigation	1,144,000.00	12/05/13	106,653.00	10/04/19	3.000%	39,449.00	3,199.59	10/04/19
Ord#13-20 North Street Pump Station	1,621,923.00	12/05/13	428,344.00	10/04/19	3.000%	20,519.00	12,850.32	10/04/19
Totals			4,055,596.00			111,160.00	121,667.88	

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.

80051-01

80051-02

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)

DEBT SERVICE SCHEDULE FOR ASSESSMENT NOTES

Sheet 34

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding December 31, 2018	Date of Maturity	Rate of Interest	2019 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
Not Applicable								
Totals	-		-			-	-	

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

Assessment Notes with an original date of issue of 2016 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".

80051-0180051-02

(Do not crowd - add additional sheets)

**SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS**

Purpose	Amount of Lease Obligations Outstanding December 31, 2018	2019 Budget Requirement	
		For Principal	For Interest/Fees
Leases approved by LFB prior to July 1, 2007			
1.	-	-	-
2.			
3.			
4.			
5.			
6.			
Leases approved by LFB after July 1, 2007			
1. MCIA 2013 Lease Purchase	170,000.00	31,000.00	6,800.00
2. MCIA 2015 Lease Purchase	55,000.00	27,000.00	2,750.00
3.			
4.			
5.			
6.			
Total	225,000.00	58,000.00	9,550.00

80051-01

80051-02

(Do not crowd - add additional sheets)

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

Sheet 35

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2018		2018 Authorization		Cancelled Payables	Expended	Authorizations Canceled	Balance - Dec. 31, 2018	
	Funded	Unfunded						Funded	Unfunded
									-
11-22 Acquisition of Computers & Software	19,309.24					12,228.63		7,080.61	
12-12 Improvements to Washington Avenue	25,000.00					16,266.50		8,733.50	-
12-20 NJEIT-Construction Stormwater Pump								-	
Station & Drainage Improvements		1,069,131.25				736,969.10		-	332,162.15
13-17 Wall Reconstruction	151,663.77							151,663.77	
13-19 Hazard Mitigation Program		100,000.00			50,001.00		150,001.00	-	
13-20 Reconstruction North St Pump Station		333,439.14						-	333,439.14
13-23 Removal of Disaster Related Debris								-	
and Demolition of Various Structures		4,200.00					4,200.00	-	-
13-26 StreetScape-DBIZ		486.60			11,021.27			-	11,507.87
13-29 Improvements to Community Center		4,767.55				879.99		-	3,887.56
13-33 Acquisition of Ambulances		-						-	
14-08 Stormwater/Drainage Improvements		3,030,108.80				1,292,833.95		-	1,737,274.85
15-06 Various Improvements		97,038.05				950.00			96,088.05
								-	-
<b>Sub-Totals</b>	<b>195,973.01</b>	<b>4,639,171.39</b>	<b>-</b>	<b>-</b>	<b>61,022.27</b>	<b>2,060,128.17</b>	<b>154,201.00</b>	<b>167,477.88</b>	<b>2,514,359.62</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, 2018		2018 Authorization		Cancelled Payables	Expended	Authorizations Canceled	Balance - Dec. 31, 2018	
		Funded	Unfunded						Funded	Unfunded
										-
15-12	Refunding Series 2008 Bonds									-
16-07	Prelim. Construct New Borough Hall	1,161,675.00	1,710,000.00				1,019,468.26		142,206.74	1,710,000.00
16-22	Various Improvements	2,142.82					2,142.82		-	-
#17-03	Various Improv-Open Space	272,744.67					750.00		271,994.67	-
#17-04	Various Road/Sewer Improvements	322,200.00					139,421.69		182,778.31	-
										-
#18-15	Various Improvements			500,000.00			27,922.88		472,077.12	-
									-	-
									-	-
										-
										-
										-
										-
Total	70000-	1,954,735.50	6,349,171.39	500,000.00	-	61,022.27	3,249,833.82	154,201.00	1,236,534.72	4,224,359.62

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, 2018	80031-01 XXXXXXXXXX	624,669.26
Received from CY 2018 Budget Appropriation*	80031-02 XXXXXXXXXX	550,000.00
Improvement Authorizations Canceled (no expenses incurred)	XXXXXXXXXX	
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	80031-03 XXXXXXXXXX	
List by Improvements - Direct Charges Made for Preliminary Costs:	XXXXXXXXXX	XXXXXXXXXX
		XXXXXXXXXX
Ord#18-15 Various Improvements	500,000.00	XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
Appropriated to Finance Improvement Authorizations	80031-04	XXXXXXXXXX
		XXXXXXXXXX
Balance December 31, 2018	80031-05 674,669.26	XXXXXXXXXX
	1,174,669.26	1,174,669.26

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

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

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

**GENERAL CAPITAL FUND ONLY**

Purpose	Amount Appropriated	Total Obligations Authorized	Down Payment Provided by Ordinance	Amount of Down Payment in Budget of 2018 or Prior Years
Ord# 18-15 Various Improvements	500,000.00	-	500,000.00	
		-		
Total 80032-00	500,000.00	-	500,000.00	-

NOTE - Where amount in column "Down Payment Provided by Ordinance" is LESS than 5% of amount in column "Total Obligations Authorized", explanation must be made part of or attached to this sheet.

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

		Debit	Credit
Balance January 1, 2018	80029-01	XXXXXXXXXX	149,128.65
Premium on Sale of Bonds or Notes		XXXXXXXXXX	28,470.28
Funded Improvement Authorizations Canceled		XXXXXXXXXX	
Ord#13-19			82,723.00
Appropriated to Finance Improvement Authorizations	80029-02	-	XXXXXXXXXX
Appropriated to 2018 Budget Revenue	80029-03		XXXXXXXXXX
Balance December 31, 2018	80029-04	260,321.93	XXXXXXXXXX
		260,321.93	260,321.93

**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

-NONE-

2. Amount of Cash in Special Trust Fund as of December 31, 2017 (Note A)
3. Amount of Bonds Issued Under Item 1  
Maturing in 2018
4. Amount of Interest on Bonds with a  
Covenant - CY 2019 Requirement
5. Total of 3 and 4 - Gross Appropriation
6. Less Amount of Special Trust Fund to be Used
7. Net Appropriation Required

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

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

Item 5 must be shown as an item of appropriation, short extended, with Item 6 shown directly following as a deduction and with the amount of Item 7 extended into the 2018 appropriation column.

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

2 Amount of Item 1 Collected in 2017 (\*)

3 Seventy (70) percent of Item 1

(\*) Including prepayments and overpayments applied.

17,160,008.85

16,320,159.81

12,012,006.20

B.

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

Answer YES or NO

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 2018

2. 4% of CY 2018 Tax Levy for all purposes:

3. Cash Deficit 2018

4. 4% of 2018 Tax Levy for all purposes:

None

Levy --

None

Levy --

E.

Unpaid

2017

2018

Total

1. State Taxes

2. County Taxes

3. Amounts due Special Districts

4. Amounts due School Districts for Local School Tax

NONE

10,286.56

0.00

441,052.60

10,286.56

0.00

566,883.60

566,883.60

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, 2018

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	2,092,526.11	
	-	
Sewer Rents Receivable	226,122.90	
Water/Sewer Municipal Liens	840.61	
	-	
Deferred Charges		
Community Disaster Loan Assistance	300,000.00	
Appropriation Reserves		154,023.93
Reserve for Encumbrances		197,644.50
Reserve for FEMA-AHHRSA		257,839.76
Water/Sewer Overpayment		7,134.33
Accrued Interest on Bonds		85,879.36
Accounts Payable		106,636.46
		809,158.34
Community Disaster Loan Payable		300,000.00
Community Disaster Loan-Accrued Interest		21,977.09
Reserve for Receivables		226,963.51
Fund Balance		1,261,390.68
	2,619,489.62	2,619,489.62

"C"

(Do not crowd - add additional sheets)

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, 2018

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

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

Title of Account	Debit	Credit
<b>WATER &amp; SEWER UTILITY CAPITAL FUND:</b>		
Cash & Investments	5,932.90	
Fixed Capital	7,126,859.48	
Fixed Capital Authorized and Uncompleted	5,550,000.00	
NJEIT Fund Receivable		
Accounts Payable		
NJEIT Loans		1,274,016.98
Bonds Payable		3,725,000.00
BAN Payable		-
Improvement Authorizations - Funded		-
Improvement Authorizations - Unfunded		5,118,281.99
Encumbrances Payable		146,416.47
Due To Capital Fund		175,000.00
Reserve for Amortization		2,127,842.50
Deferred Reserve for Amortization		-
Down Payment on Improvements		100.00
Capital Improvement Fund		106,750.00
Fund Balance		9,384.44
Estimated Proceeds of BNABNI	5,550,000.00	
Bonds & Notes Authorized but Not Issued		5,550,000.00
	18,232,792.38	18,232,792.38

(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, 2018

[illegible]

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

# **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 December 31, 2017	RECEIPTS					Disbursements	Balance December 31, 2018
		Assessments and Liens	Operating Budget					
Assessment Serial Bond Issues:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
NOT APPLICABLE								
Assessment Bond Anticipation Note Issues:	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX
NOT APPLICABLE								
Other Liabilities								
Trust Surplus								
Less Assets "Unfinanced" *	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX	XXXXXXXX

\*Show as red figure

Sheet 57

SCHEDULE OF Sewer UTILITY BUDGET - 2018

BUDGET REVENUES

Source	Budget	Received in Cash	Excess or Deficit*
Operating Surplus Anticipated	01	300,000.00	300,000.00
Operating Surplus Anticipated with Consent of Director of Local Government Services	02		
Sewer Rents		1,540,000.00	1,784,258.07
			244,258.07
			-
Sale of Water System		-	-
Added by N.J.S. 40A:4-87 (List)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Additional Sewer User Fees	-	-	-
Interest on Delinquent Payments	30,000.00	35,107.18	5,107.18
Interest on Investments	1,854.21	12,927.91	11,073.70
Subtotal	1,871,854.21	2,132,293.16	260,438.95
Deficit (General Budget)**	06		
	07	1,871,854.21	2,132,293.16
			260,438.95

\*\*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:	XXXXXXXXXX
Adopted Budget	1,871,854.21
Added by N.J.S. 40A:4-87	
Emergency	
Total Appropriations	1,871,854.21
Add: Overexpenditures (See Footnote)	
Total Appropriations and Overexpenditures	1,871,854.21
Deduct Expenditures:	
Paid or Charged	1,651,927.83
Reserved	154,023.93
Surplus (General Budget)**	
Total Expenditures	1,805,951.76
Unexpended Balance Canceled (See Footnote)	65,902.45

**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 2018 OPERATION  
Sewer UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2018 Sewer Utility Budget contained either an item of revenue "Deficit (General Budget)" or an item of appropriation "Surplus (General Budget)"  
Section 2 should be filled out in every case.

SECTION 1:

Revenue Realized:	XXXXXXXXXX	
Budget Revenue (Not Including "Deficit (General Budget)")	2,132,293.16	
Miscellaneous Revenue Not Anticipated	7,600.00	
2017 Appropriation Reserves Canceled * (Excess Revenue Realized)	146,979.87	
Cancel Accrued Interest and Other Various Reserves	4,541.45	
Total Revenue Realized		2,291,414.48
Expenditures:	XXXXXXXXXX	
Appropriations (Not Including "Surplus (General Budget)")	XXXXXXXXXX	
Paid or Charged	1,651,927.83	
Reserved	154,023.93	
Expended Without Appropriation		
Cash Refund of Prior Year's Revenue		
Overexpenditure of Appropriation Reserves		
Total Expenditures	1,805,951.76	
Less: Deferred Charges Included In Above "Total Expenditures"		
Total Expenditures - As Adjusted		1,805,951.76
Excess		485,462.72
Budget Appropriation - Surplus (General Budget) ** Balance of "Results of 2018 Operation" Remainder = ("Excess in Operations" - Sheet 60)		- 485,462.72
Deficit		
Anticipated Revenue - Deficit (General Budget) ** Balance of "Results of 2018 Operation" Remainder = ("Operating Deficit - to Trial Balance" - Sheet 60)		

SECTION 2:

The following Item of "2017 Appropriation Reserves Canceled in 2018" Is Due to the Current Fund TO THE EXTENT OF the amount Received and Due from the General Budget of 2018 for an Anticipated Deficit in the Sewer Utility for 2018:

2017 Appropriation Reserves Canceled in 2018	146,979.87	
Less: Anticipated Deficit in 2017 Budget - Amount Received and Due from Current Fund - If none, enter "None"	none	
* Excess (Revenue Realized)		146,979.87

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

SCHEDULE OF Sewer UTILITY ACCOUNTS RECEIVABLE

Balance January 1, 2018 \$ 292,834.34

Increased by:

Sewer Rents Levied \$ 1,717,836.83

Decreased by:

Collections \$ 1,773,178.12  
Overpayments/Prepayments applied \$ 11,079.95  
Transfer to \_Municipal\_ Liens \$ 290.20  
Other \$ 1,784,548.27

Balance December 31, 2018 \$ 226,122.90

SCHEDULE OF Sewer LIENS

Balance January 1, 2018 \$ 458.24

Increased by:

Transfers from Accounts Receivable \$ 290.20  
Penalties and Costs \$ 92.17  
Other \$

\$ 382.37

Decreased by:

Collections \$ 0.00  
Other \$ 0.00

\$ -

Balance December 31, 2018 \$ 840.61

## RESULTS OF 2018 OPERATIONS Sewer UTILITY

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXXXX	260,438.95
Unexpended Balances of Appropriations	XXXXXXXXXX	65,902.45
Miscellaneous Revenue Not Anticipated	XXXXXXXXXX	7,600.00
Unexpended Balances of 2017 Appropriation Reserves*	XXXXXXXXXX	146,979.87
Cancel Accrued Interest and Various Reserves		4,541.45
Deficit in Anticipated Revenue		XXXXXXXXXX
		XXXXXXXXXX
Operating Deficit - to Trial Balance	XXXXXXXXXX	
Excess in Operations - to Operating Surplus	485,462.72	XXXXXXXXXX
* See restriction in amount on Sheet 59, SECTION 2	485,462.72	485,462.72

### OPERATING SURPLUS - Sewer UTILITY

	Debit	Credit
Balance January 1, 2018	XXXXXXXXXX	1,075,927.96
Excess in Results of 2018 Operations	XXXXXXXXXX	485,462.72
Amount Appropriated in 2018 Budget - Cash	300,000.00	XXXXXXXXXX
Amount Appropriated in 2018 Budget with Prior Written Consent of Director of Local Government Services		XXXXXXXXXX
Prior Period Accruals/Accounts Payable		
Balance December 31, 2018	1,261,390.68	XXXXXXXXXX
	1,561,390.68	1,561,390.68

### ANALYSIS OF BALANCE DECEMBER 31, 2018 (FROM Sewer UTILITY - TRIAL BALANCE)

Cash		2,092,526.11
Investments		
Interfund Accounts Receivable		
Subtotal		2,092,526.11
Deduct Cash Liabilities Marked with "C" on Trial Balance		809,158.34
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		1,283,367.77
*Other Assets Pledged to Operating Surplus		
Deferred Charges #CDL Accrued Interest	21,977.09	
Operating Deficit #		
Total Other Assets		21,977.09
		1,261,390.68

#MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2018 BUDGET  
 \*In the case of a "Deficit in Operating Surplus Cash", "Other Assets" would also be pledged to cash liabilities.

# **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)

	Amount December 31, 2017 per Audit Report	Amount in 2018 Budget	Amount Resulting from 2018	Balance as at December 31, 201
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>	Appropriated for in Budget of Year 2019
1. _____	_____	_____	_____	\$ _____	_____
2. <b>NONE</b>	_____	_____	_____	\$ _____	_____
3. _____	_____	_____	_____	\$ _____	_____
4. _____	_____	_____	_____	\$ _____	_____



SCHEDULE OF LOANS ISSUED AND OUTSTANDING  
AND 2019 DEBT SERVICE FOR LOANS  
WATER & SEWER UTILITY ASSESSMENT LOANS

	Debit	Credit	2018 Debt Service
Outstanding January 1, 2018	XXXXXXXXXX	-	
Issued	XXXXXXXXXX		
Paid	-	XXXXXXXXXX	
Outstanding December 31, 2018	-	XXXXXXXXXX	
	-	-	
2019 Loan Maturities			-
2019 Interest on Loans*		-	
Water & Sewer Utility Capital Loans			
Outstanding January 1, 2018	XXXXXXXXXX	1,351,284.77	
Issued	XXXXXXXXXX		
Paid	77,267.79	XXXXXXXXXX	
Outstanding December 31, 2018	1,274,016.98	XXXXXXXXXX	
	1,351,284.77	1,351,284.77	
2019 Loan Maturities			77,267.79
2019 Interest on Loans*		13,806.26	

INTEREST ON LOANS - Water & Sewer Utility Budget

2018 Interest on Loans (*Items)	13,806.26	
Less: Interest Accrued to 12/31/2018 (Trial Balance)	5,252.61	
Subtotal	8,553.65	
Add: Interest to be Accrued as of 12/31/2019	4,940.11	
Required Appropriations 2019		13,493.76

LIST OF LOANS ISSUED DURING 2018

Purpose	2018 Maturity	Amount Issued	Date of Issue	Interest Rate

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

Sheet 64

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding December 31, 2018	Date of Maturity	Rate of Interest	2019 Budget Requirement		
						For Principal	For Interest **	
1.								
2. NONE								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								

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

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

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

All notes with an original date of issue of 2016 or prior require one legal payable installment to be budgeted if it is contemplated that such notes will be renewed in 2019 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.

INTEREST ON NOTES - _Water/Sewer UTILITY BUDGET	
2018 Interest on Notes	0.00
Less: Interest Accrued to 12/31/2018 (Trial Balance)	0.00
Subtotal	0.00
Add: Interest to be Accrued as of 12/31/2019	0.00
Required Appropriation - 2019	0.00

(Do not crowd - add additional sheets)

# DEBT SERVICE SCHEDULE FOR UTILITY ASSESSMENT NOTES

Sheet 65

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding December 31, 2018	Date of Maturity	Rate of Interest	2019 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
1.								
2.	NOT APPLICABLE							
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								

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

Sheet 65a

Purpose	Amount of Lease Obligation Outstanding December 31, 2018	2018 Budget Requirement	
		For Principal	For Interest/Fees
1.			
2. NOT APPLICABLE			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
Total	-	-	-

(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, 2018		2018 Authorizations	Encumbrance Cancelled	Expended	Authorizations Canceled	Balance - December 31, 2018	
	Funded	Unfunded					Funded	Unfunded
							-	
NONE	-	-					-	
#14-02 Dissolution-AHHRSA		-						-
							-	-
#18-14 Various Sewer Improvements		-	500,000.00		431,718.01			68,281.99
#18-23 Various Sewer Improvements			5,050,000.00		-			5,050,000.00
Total	70000-	-	5,550,000.00	-	431,718.01	-	-	5,118,281.99

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, 2018	XXXXXXXXXX	6,750.00
Received from 2018 Budget Appropriation *	XXXXXXXXXX	100,000.00
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	XXXXXXXXXX	
List by Improvements - Direct Charges Made for Preliminary Costs:	XXXXXXXXXX	XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
Appropriated to Finance Improvement Authorizations		XXXXXXXXXX
		XXXXXXXXXX
Balance December 31, 2018	106,750.00	XXXXXXXXXX
	106,750.00	106,750.00

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

NOT APPLICABLE	Debit	Credit
Balance January 1, 2018	XXXXXXXXXX	-
Received from 2018 Budget Appropriation *	XXXXXXXXXX	
Received from 2018 Emergency Appropriation *	XXXXXXXXXX	
Appropriated to Finance Improvement Authorizations		XXXXXXXXXX
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.

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

**UTILITIES ONLY**[illegible]

# Sewer Utility Capital Fund Statement of Capital Surplus

2018

	Debit	Credit
Balance January 1, 2018	XXXXXXXXXX	9,384.44
Premium on Sale of Bonds	XXXXXXXXXX	
Funded Improvement Authorizations Canceled	XXXXXXXXXX	
Cancel Accounts Payable/Other		
Appropriated to Finance Improvement Authorizations		XXXXXXXXXX
Appropriated to 2018 Budget Revenue		XXXXXXXXXX
Balance December 31, 2018	9,384.44	XXXXXXXXXX
	9,384.44	9,384.44