

# ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2011 (UNAUDITED)

POPULATION LAST CENSUS 5,869  
NET VALUATION TAXABLE 2011 1,889,924,347  
MUNICODE 1419  
**FIVE DOLLARS PER DAY PENALTY IF NOT FILED BY:**  
COUNTIES - JANUARY 26, 2012  
MUNICIPALITIES - FEBRUARY 10, 2012

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.

Township \_\_\_\_\_ of \_\_\_\_\_ Mendham \_\_\_\_\_, County of \_\_\_\_\_ Morris \_\_\_\_\_

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

	Date	Examined By:
1		Preliminary Check
2		Examined

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

Signature Kathryn L. Mantell of Nisvoccia, LLP  
Title Registered Municipal Accountant

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

## REQUIRED CERTIFICATION BY CHIEF FINANCIAL OFFICER:

I hereby certify that I am responsible for filing this verified Annual Financial Statement, ~~(which I have prepared)~~ or (which I have not prepared) ~~eliminate and~~ 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 \_\_\_\_\_, Timothy B. Day, am the Chief Financial Officer, License # N-0750, of the \_\_\_\_\_, County of \_\_\_\_\_, Mendham \_\_\_\_\_, Morris \_\_\_\_\_, Township \_\_\_\_\_, 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, 2011, completely in compliance with N.J.S. 40A:5-12, as amended. I also give complete assurances as to the veracity of required information included herein, needed prior to certification by the Director of Local Government Services, including the verification of cash balances as of December 31, 2011.

Signature Timothy B. Day  
Title Chief Financial Officer  
Address 2 West Main Street, P.O. Box 520, Brookside, New Jersey 07926  
Phone Number (973) 543-4555  
Fax Number (973) 543-6630  
Email tday@mendhamtownship.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 Township of Mendham as of December 31, 2011 and have applied certain agreed-upon procedures thereon as promulgated by the Division of Local Government Services, solely to assist the Chief Financial Officer in connection with the filing of the Annual Financial Statement for the year then ended as required by N.J.S. 40A:5-12, as amended.

Because the agreed-upon procedures do not constitute an examination of accounts made in accordance with generally accepted auditing standards, I do not express an opinion on any of the post-closing trial balances, related statements and analyses. In connection with the agreed-upon procedures, ~~(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 2011 is not in substantial compliance with the requirements of the State of New Jersey, Department of Community Affairs, Division of Local Government Services. Had I performed additional procedures or had I made an examination of the financial statements in accordance with generally accepted auditing standards, other matters might have come to my attention that would have been reported to the governing body and the Division. This Annual Financial Statement relates only to the accounts and items prescribed by the Division and does not extend to the financial statements of the municipality/county, taken as a whole.

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

NONE

  
\_\_\_\_\_  
Kathryn L. Mantell

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

\_\_\_\_\_  
Nisivoccia, LLP

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

\_\_\_\_\_  
200 Valley Road, Suite 300

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

\_\_\_\_\_  
Mt. Arlington, NJ 07856

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

this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
973-328-1825

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

\_\_\_\_\_  
kmantell@nisivoccia.com

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

\_\_\_\_\_  
973-328-0507

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



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

---

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

Printed Name: Russ Heiney

Signature: 

Certificate #: 005375

Date: 2/9/12



MUNICIPAL BUDGET LOCAL EXAMINATION QUALIFICATION CERTIFICATION

BY

CHIEF FINANCIAL OFFICER

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

CERTIFICATION OF QUALIFYING MUNICIPALITY

1. The outstanding indebtedness of the previous fiscal year is not in excess of 3.5%;
2. All emergencies approved for the previous fiscal year did not exceed 3% of total appropriations;
3. The tax collection rate exceeded 90%;
4. Total deferred charges did not equal or exceed 4% of the total tax levy;
5. There were no "procedural deficiencies" noted by the registered municipal accountant on Sheet 1a of the Annual Financial Statement; and
6. There was no operating deficit for the previous fiscal year.
7. The municipality did not conduct an accelerated tax sale for less than 3 consecutive years.
8. The municipality did not conduct a tax levy sale the previous fiscal year and does not plan to conduct one in the current year.
9. The current year budget does not contain an appropriation or levy "CAP" waiver.
10. The municipality will not apply for Transitional Aid for 2012.

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

Municipality:

Township of Mendham

Chief Financial Officer:

Timothy B. Day

Signature:

Timothy B. Day

N-0750

Date:

2/10/12

CERTIFICATION OF NON-QUALIFYING MUNICIPALITY

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

Municipality:

Chief Financial Officer:

Signature:

Certificate #:

Date:



22-600-2072

Fed I.D. #

**Township of Mendham**

Municipality

**Morris**

County

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

Fiscal Year Ending: 12/31/2011

(1) Federal programs Expended (administered by the State)	(2) State Programs Expended	(3) Other Federal Programs Expended
---	--------------------------------------	--

TOTAL	\$ <u>4,800.00</u>	\$ <u>30,584.61</u>	<u>31,500.00</u>
-------	--------------------	---------------------	------------------

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

           Single Audit  
           Program Specific Audit  
  X   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 6/27/03) and OMB 04-04. The single audit threshold has been increased to \$500,000 beginning with Fiscal Years ending after 12/31/03. Expenditures are defined in Section 205 of OMB A-133.

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

*Timothy B. Day*  
Signature of Chief Financial Officer

*2/10/12*  
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 2011 and that sheets 40 to 68 are unnecessary.

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

Name \_\_\_\_\_  
Title Chief Financial Officer


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

### NOTE:

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

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

Certification is hereby made that the Net Valuation Taxable of property liable to taxation for the tax year 2012 and filed with the County Board of Taxation on January 10, 2012 in accordance with the requirement of N.J.S.A. 54:4-35, was in the amount of \$ 1,890,259,447.

  
SIGNATURE OF ASSESSOR  
Township of Mendham  
MUNICIPALITY  
Morris  
COUNTY



## POST CLOSING

**TRIAL BALANCE - CURRENT FUND**

AS AT DECEMBER 31, 2011

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

[illegible]



NOTE THAT A TRIAL BALANCE IS REQUIRED AND NOT A BALANCE SHEET  
**POST CLOSING**

**TRIAL BALANCE - CURRENT FUND (CONT'D)**  
AS AT DECEMBER 31, 2011

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

Title of Account	Debit	Credit
Appropriation Reserves:		
Encumbered		87,103.16
Unencumbered		88,235.53
		175,338.69
Prepaid Taxes		273,309.02
Tax Overpayments		43,561.01
Tax Sale Premiums		68,100.00
Due State of New Jersey - Marriage License Fees		105.00
Due State of New Jersey - DCA Training Fees		2,833.00
Due State of New Jersey - Senior Citizen and Veterans		4,024.57
Due to Other Trust Funds		425,210.76
Due to Federal & State Grants Fund		14,780.12
Due Mendham East Sewer Utility Operating Fund		28,321.50
Reserve for Codification of Ordinance		4,098.00
Reserve for Special Events Donation		2,000.00
Reserve for Environmental Commission		120.53
		1,041,802.20
Reserve for Receivables		363,828.87
Fund Balance		815,503.03
	2,221,134.10	2,221,134.10

"C"

(Do not crowd - add additional sheets)



**POST CLOSING  
CE - PUBLIC ASSI  
ACCOUNTS #1 AND #2\*  
AS AT DECEMBER 31, 2011**

[illegible]

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, 2011

[illegible]

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



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

AS AT DECEMBER 31, 2011

Title of Account	Debit	Credit
<b>Animal Control Fund:</b>		
Cash and Cash Equivalents	1,207.74	
Due State of New Jersey		31.20
Reserve for Animal Control Expenditures		1,176.54
	1,207.74	1,207.74
<b>Other Trust Funds:</b>		
Cash and Cash Equivalents	936,116.82	
Investments - Zero Coupon Bonds	153,983.97	
Due from Current Fund	425,210.76	
Due to General Capital Fund		205,989.73
Due to Public Assistance Fund		10,000.00
Developers' Deposits		405,670.30
Reserve for:		
Recreation		90,716.12
State Unemployment Insurance		38,211.55
Parking Offense Adjudication Act		376.87
Public Defender		8,416.35
Open Space Trust Fund		530,101.69
Trail Maintenance		260.75
Natural Area Maintenance		75,618.71
Dodge Grant		490.05
Snow Removal		12.54
Forfeited Assets		648.10
TV Operations/Programs		21,194.92
Road Detail		86,114.33
Drug Free		5,202.71
Police Donations		33,650.00
Fishing Contest		2,636.83
	1,515,311.55	1,515,311.55

(Do not crowd - add additional sheets)



MUNICIPAL PUBLIC DEFENDER  
CERTIFICATION  
Public Law 1998, C. 256

Municipal Public Defender Expended Prior Year 2010: (1) \$ 1,950.00  
x 25%  
(2) \$ 487.50

Municipal Public Defender Trust Cash Balance December 31, 2011: (3) \$ 8,416.35

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. (P.O. Box 084, Trenton, NJ 08625)

Amount in excess of the amount expended: 3- (1 + 2) = \$ 5,978.85 \*\*

The undersigned certifies that the municipality has complied with the regulations governing *Municipal Public Defender* as required under Public Law 1998, C. 256.

Chief Financial Officer: Timothy B. Day  
Signature: Timothy B. Day  
Certificate #: N-0750  
Date: 2/16/12

\*\* Note these funds were transferred from Township budget appropriations and do not represent excess funds due to VCCB.



**Schedule of Trust Fund Reserves**

Purpose	Amount Dec. 31, 2010 per Audit	Receipts	Disbursements	Balance Dec. 31, 2011
	Report			
1. Recreation	25,729.98	204,005.00	139,018.86	90,716.12
2. State Unemployment Insurance	56,347.92	4,628.00	22,764.37	38,211.55
3. Parking Offense Adjudication Act	369.57	7.30		376.87
4. Public Defender	6,425.16	3,641.19	1,650.00	8,416.35
5. Open Space Trust Fund	801,169.75	436,817.29	707,885.35	530,101.69
6. Trail Maintenance	260.75			260.75
7. Natural Area Maintenance	87,779.98	58.73	12,220.00	75,618.71
8. Dodge Grant	490.05			490.05
9. Snow Removal	12.54			12.54
10. Forfeited Assets	3,008.52	23.58	2,384.00	648.10
11. Road Detail	15,299.50	415,977.07	345,162.24	86,114.33
12. Fishing Contest	3,503.25	2,135.93	3,002.35	2,636.83
13. Developers Deposits	337,170.03	183,042.32	114,542.05	405,670.30
14. Drug Free	9,631.32	20,893.26	25,321.87	5,202.71
15. TV Operations/Programs	33,737.50	23,197.56	35,740.14	21,194.92
16. Police Donations		33,650.00		33,650.00
17. Sick Leave Benefits	72.40		72.40	
18.				
19.				
20.				
21.				
22.				
23.				
24.				
25.				
26.				
27.				
28.				
29.				
30.				
Totals	1,381,008.22	1,328,077.23	1,409,763.63	1,299,321.82



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

Title of Liability to which Cash and Investments are Pledged	Balance Dec. 31, 2010	RECEIPTS					Disbursements	Balance Dec. 31, 2011
		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



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

AS AT DECEMBER 31, 2011

Title of Account	Debit	Credit
Estimated Proceeds Bonds and Notes Authorized	25,964.96	XXXXXXXXXX
Bonds and Notes Authorized but Not Issued	XXXXXXXXXX	25,964.96
Cash and Cash Equivalents	446,524.59	
Due from Other Trust Funds	205,989.73	
Grants Receivable:		
New Jersey Department of Transportation	201,000.00	
Homeland Security	31,500.00	
Due from Mendham Soccer and Lacrosse Clubs	70,000.00	
New Jersey Department of Environmental Protection	50,000.00	
New Jersey Department of Environmental Protection	70,617.51	
Deferred Charges to Future Taxation:		
Funded	13,884,473.68	
Unfunded	3,190,464.96	
Bond Anticipation Notes		3,164,500.00
Serial Bonds		12,139,000.00
Green Acres Loan Payable		1,745,473.68
Improvement Authorizations:		
Funded		235,047.48
Unfunded		205,163.78
Capital Improvement Fund		6,197.65
Due to Current Fund		45.65
Reserve for:		
Preliminary Expenses - Appraisals		35.00
Recreation Improvements		7,000.00
Future Recreation Commission Center Complex		9,000.00
Road Improvements		300.00
Municipal Building Improvements		213,000.00
Municipal Facilities		190,000.00
Payment of Debt Service		193,182.73
Fund Balance		42,624.50
	18,176,535.43	18,176,535.43

(Do not crowd - add additional sheets)



# CASH RECONCILIATION DECEMBER 31, 2011

	Cash		Less Checks Outstanding	Cash Book Balance
	* On Hand	On Deposit		
Current	51,325.82	1,773,835.76	19,716.35	1,805,445.23
Trust - Assessment				
Trust - Animal Control	20.00	1,187.74		1,207.74
Trust - Other	0.20	956,341.19	20,224.57	936,116.82
Capital - General		447,911.01	1,386.42	446,524.59
Sewer - Operating	998.21	95,488.51	81,533.36	14,953.36
Sewer - Capital	10,468.50	74,837.76		85,306.26
Utility Assessment Trust				
Public Assistance **		774.77		774.77
Total	62,812.73	3,350,376.74	122,860.70	3,290,328.77

\* Include Deposits in Transit

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

## REQUIRED CERTIFICATION


I hereby certify that all amounts shown in the "Cash on Deposit" column on Sheet 9 and 9(a) have been verified with the applicable bank statements, certificates, agreements or passbooks at December 31, 2011.

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, 2011.

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: Registered Municipal Accountant



# CASH RECONCILIATION DECEMBER 31, 2011 (cont'd.)

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

<b>Current Fund</b>	
Provident Bank #564-048-377	1,635,181.04
New Jersey Arm #216-00	29,054.72
Township of Mendham - BAN #001	109,600.00
Total Current Fund	1,773,835.76
<b>Animal Control Trust Fund:</b>	
Provident Bank #564-048-385	1,187.74
<b>Other Trust Funds:</b>	
Provident Bank #564-048-443	91,588.81
Provident Bank #564-048-427	38,211.55
Provident Bank #564-048-401	216,445.05
Provident Bank #564-053-518	2,636.83
Provident Bank #564-058-806	132,724.33
Provident Bank #998-105-423	51,558.20
Provident Bank #564-059-341	416,619.61
Provident Bank #564-066-551	110.23
Provident Bank #564-048-393	5,883.56
New Jersey Arm #216-04	563.02
Total Other Trust Funds	956,341.19
<b>General Capital Fund:</b>	
Provident Bank #564-053-500	444,869.59
New Jersey Arm #216-02	3,041.42
Total General Capital Fund	447,911.01

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, 2011 (cont'd.)

LIST BANKS AND AMOUNT SUPPORTING "CASH ON DEPOSIT"

<b>Sewer Utility Operating Fund</b>	
Provident Bank #564-048-468	95,488.51
<b>Sewer Utility Capital Fund</b>	
Provident Bank #564-048-450	51,417.32
New Jersey Arm #216-03	23,420.44
Total Sewer Utility Capital Fund	74,837.76
<b>Public Assistance Trust Fund:</b>	
Provident Bank #564-048-435	774.77
<b>GRAND TOTAL</b>	<b>3,350,376.74</b>

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



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

Grant	Balance Jan. 1, 2011	Accrued	Cash Receipts	Transferred From Unappropriated Reserves		Balance Dec. 31, 2011
Clean Communities Program		16,751.80	16,751.80			
Body Armor Replacement Fund		866.27		866.27		
Federal Highway Administration Trail Grant	2,600.00					2,600.00
Alcohol Education Rehabilitation Fund		3,468.84		3,468.84		
Recycling Tonnage Grant		4,917.68	4,917.68			
Over the Limit Under Arrest		4,800.00	4,800.00			
Highlands Council Grant		10,866.58				10,866.58
Totals	2,600.00	41,671.17	26,469.48	4,335.11		13,466.58



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

Grant	Balance Jan. 1, 2011	Transferred from 2011 Budget Appropriations			Expended	Cancelled	Balance Dec. 31, 2011
		Budget	Appropriations By 40A:4-87				
Clean Communities Program	3,253.13		16,751.80		14,154.93	5,850.00	
Recycling Tonnage Grant	5,855.58	4,917.68			2,054.00	8,719.26	
Body Armor Replacement Fund	2,297.65	866.27			2,783.00	380.92	
Alcohol Education Rehabilitation Fund	520.16	3,468.84			2,100.00	1,889.00	
Drunk Driving Enforcement Fund	5,080.89				5,080.89		
Emergency Planning	38.05					38.05	
Over the Limit Under Arrest		4,800.00			4,800.00		
Highlands Council Grant		10,866.58			4,411.79	6,454.79	
Municipal Alliance Grant - Matching Funds	2,500.00	2,500.00			5,000.00		
2010 Sustainable Jersey Small Grant Award	1,000.00				969.41	30.59	
Totals	20,545.46	27,419.37	16,751.80		41,354.02	23,362.61	







# SCHEDULE OF UNAPPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Grant	Balance Jan. 1, 2011	Transferred to 2011 Budget Appropriations		Cash Received		Cancelled		Balance Dec. 31, 2011
		Budget	Appropriations By 40A:4-87					
Recycling Tonnage Grant				5,143.68				5,143.68
Alcohol Education Rehabilitation Fund	3,468.84	3,468.84		1,618.04				1,618.04
Body Armor Replacement Fund	866.27	866.27		1,607.70				1,607.70
Environmental Grant	539.20					539.20		
Clean Communities Program	16,884.38					16,884.38		
Drunk Driving Enforcement Fund	860.25			5,224.91				6,085.16
Over the Limit Under Arrest	4,182.12							4,182.12
Federal Emergency Management Agency	5,280.44			9,610.00		5,280.44		9,610.00
Totals	32,081.50	4,335.11		23,204.33		22,704.02		28,246.70



**\* LOCAL DISTRICT SCHOOL TAX**

	Debit	Credit
Balance January 1, 2011	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # School Tax Deferred (Not in excess of 50% of Levy - 2010 - 2011)	85001-00 XXXXXXXXXX XXXXXXXXXX	
Levy School Year July 1, 2011 - June 30, 2012	XXXXXXXXXX	
Levy Calendar Year 2011	XXXXXXXXXX	15,066,984.00
Paid	15,066,984.00	XXXXXXXXXX
Balance December 31, 2011	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # School Tax Deferred (Not in excess of 50% of Levy - 2011 - 2012)	85003-00  85004-00	XXXXXXXXXX  XXXXXXXXXX
* Not including Type I school debt service, emergency authorizations-schools, transfer to Board of Education for use of Local Schools. # Must include unpaid requisitions.		
	15,066,984.00	15,066,984.00

**MUNICIPAL OPEN SPACE TAX**

	Debit	Credit
Balance January 1, 2011	XXXXXXXXXX	801,169.75
2011 Levy	XXXXXXXXXX	435,000.00
2011 Added & Omitted Taxes		1,668.52
Receipts		
Interest Earned	XXXXXXXXXX	148.77
Expenditures	707,885.35	XXXXXXXXXX
Balance December 31, 2011	530,101.69 1,237,987.04	XXXXXXXXXX 1,237,987.04



# REGIONAL SCHOOL TAX - N/A

(Provide a separate statement for each Regional District involved)

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

# Must include unpaid requisitions.

# REGIONAL HIGH SCHOOL TAX

	Debit	Credit
Balance January 1, 2011	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85041-00	XXXXXXXXXX	
School Tax Deferred (Not in excess of 50 % of Levy - 2010 - 2011) 85042-00	XXXXXXXXXX	
Levy School Year July 1, 2011 - June 30, 2012	XXXXXXXXXX	
Levy Calendar Year 2011	XXXXXXXXXX	9,188,864.03
Paid	9,188,864.03	XXXXXXXXXX
Balance December 31, 2011	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable # 85043-00		XXXXXXXXXX
School Tax Deferred (Not in excess of 50 % of Levy - 2011 - 2012) 85044-00		XXXXXXXXXX

# Must include unpaid requisitions.



## COUNTY TAXES PAYABLE

	Debit	Credit
Balance January 1, 2011	XXXXXXXXXX	XXXXXXXXXX
County Taxes	XXXXXXXXXX	
Due County for Added and Omitted Taxes	XXXXXXXXXX	
2011 Levy	XXXXXXXXXX	XXXXXXXXXX
General County	XXXXXXXXXX	4,541,929.86
County Library	XXXXXXXXXX	
County Health	XXXXXXXXXX	
County Open Space Preservation	XXXXXXXXXX	364,250.22
Due County for Added and Omitted Taxes	XXXXXXXXXX	18,901.08
Paid	4,925,081.16	XXXXXXXXXX
Balance December 31, 2011	XXXXXXXXXX	XXXXXXXXXX
County Taxes		XXXXXXXXXX
Due County for Added and Omitted Taxes		XXXXXXXXXX
	4,925,081.16	4,925,081.16

## SPECIAL DISTRICT TAXES - N/A

	Debit	Credit
Balance January 1, 2011	XXXXXXXXXX	
2011 Levy: (List Each Type of District Tax Separately - see Footnote)	XXXXXXXXXX	XXXXXXXXXX
Fire -	XXXXXXXXXX	XXXXXXXXXX
Sewer -	XXXXXXXXXX	XXXXXXXXXX
Water -	XXXXXXXXXX	XXXXXXXXXX
Garbage -	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXXXX	XXXXXXXXXX
Total 2011 Levy	XXXXXXXXXX	
Paid		XXXXXXXXXX
Balance December 31, 2011		XXXXXXXXXX

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, 2011	80004-01	XXXXXXXXXX
State Library Aid Received in 2011	80004-02	XXXXXXXXXX
Expended	80004-09	XXXXXXXXXX
Balance December 31, 2011	80004-10	

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

Balance January 1, 2011	80004-03	XXXXXXXXXX	
State Library Aid Received in 2011	80004-04	XXXXXXXXXX	
Expended	80004-11		XXXXXXXXXX
Balance December 31, 2011	80004-12		

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

Balance January 1, 2011	80004-05	XXXXXXXXXX	
State Library Aid Received in 2011	80004-06	XXXXXXXXXX	
Expended	80004-13		XXXXXXXXXX
Balance December 31, 2011	80004-14		

RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

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



STATEMENT OF GENERAL BUDGET REVENUES 2011

Source	Budget -01	Realized -02	Excess or Deficit* -03
Surplus Anticipated			
Surplus Anticipated with Prior Written Consent of Director of Local Government	80101- 809,142.00	809,142.00	
Miscellaneous Revenue Anticipated:	XXXXXXX	XXXXXXX	XXXXXXX
Adopted Budget	1,318,553.25	1,232,693.81	(85,859.44)
Added by N.J.S. 40A:4-87.(List on 17a)	XXXXXXXX	XXXXXXXX	XXXXXXXX
Clean Communities Program	16,751.80	16,751.80	
Total Miscellaneous Revenue Anticipated	80103- 1,335,305.05	1,249,445.61	(85,859.44)
Receipts from Delinquent Taxes	80104- 209,050.00	201,518.55	(7,531.45)
Amount to be Raised by Taxation:	XXXXXXXX	XXXXXXXX	XXXXXXXX
(a) Local Tax for Municipal Purposes	80105- 6,312,936.12	XXXXXXXX	XXXXXXXX
(b) Addition to Local District School Tax	80106- 6,312,936.12	XXXXXXXX	XXXXXXXX
Total Amount to be Raised by Taxation	80107- 6,312,936.12	6,929,030.12	616,094.00
	8,666,433.17	9,189,136.28	522,703.11

ALLOCATION OF CURRENT TAX COLLECTIONS

	Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22)	XXXXXXXX	35,626,627.83
Amount to be Raised by Taxation	XXXXXXXX	XXXXXXXX
Local District School Tax	80109-00 15,066,984.00	XXXXXXXX
Regional School Tax	80119-00	XXXXXXXX
Regional High School Tax	80110-00 9,188,864.03	XXXXXXXX
County Taxes	80111-00 4,906,180.08	XXXXXXXX
Due County for Added and Omitted Taxes	80112-00 18,901.08	XXXXXXXX
Special District Taxes	80113-00	XXXXXXXX
Municipal Open Space Tax	80120-00 436,668.52	XXXXXXXX
Reserve for Uncollected Taxes	80114-00	920,000.00
Deficit in Required Collection of Current Taxes (or)	80115-00 XXXXXXXX	
Balance for Support of Municipal Budget (or)	80116-00 6,929,030.12	XXXXXXXX
*Excess Non-Budget Revenue (see footnote)	80117-00	XXXXXXXX
*Deficit Non-Budget Revenue (see footnote)	80118-00 XXXXXXXX	
	36,546,627.83	36,546,627.83

\* These items are applicable only when there is no "Amount to be Raised by Taxation" in the "Budget" column of this 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 2011

2011 Budget as Adopted	80012-01	8,649,681.37
2011 Budget - Added by N.J.S. 40A:4-87	80012-02	16,751.80
Appropriated for 2011 (Budget Statement Item 9)	80012-03	8,666,433.17
Appropriated for 2011 by Emergency Appropriation (Budget Statement Item 9)	80012-04	
Total General Appropriations (Budget Statement Item 9)	80012-05	8,666,433.17
Add: Overexpenditures (see footnote)	80012-06	
Total Appropriations and Overexpenditures	80012-07	8,666,433.17
Deduct Expenditures:		
Paid or Charged [Budget Statement Item (L)]	80012-08	7,656,499.81
Paid or Charged - Reserve for Uncollected Taxes	80012-09	920,000.00
Reserved	80012-10	88,235.53
Total Expenditures	80012-11	8,664,735.34
Unexpended Balances Canceled (see footnote)	80012-12	1,697.83

FOOTNOTES - RE: OVEREXPENDITURES:  
Every appropriation overexpended in the budget document must be marked with an \* and must agree in the aggregate with this item.  
RE: UNEXPENDED BALANCES CANCELED:  
Are not to be shown as "Paid or Charged" in the budget document. In all instances "Total Appropriations" and "Overexpenditures" must equal the sum of "Total Expenditures" and "Unexpended Balances Canceled".

SCHEDULE OF EMERGENCY APPROPRIATIONS FOR LOCAL  
DISTRICT SCHOOL PURPOSES

(EXCEPT FOR TYPE I SCHOOL DEBT SERVICE) - N/A

2011 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 2011 OPERATION

## CURRENT FUND

	Debit	Credit
Excess of Anticipated Revenues:	XXXXXXXX	XXXXXXXX
Miscellaneous Revenues Anticipated	80013-01	XXXXXXXXXX
Delinquent Tax Collections	80013-02	XXXXXXXXXX
	XXXXXXXXXX	
Required Collection of Current Taxes	80013-03	XXXXXXXXXX
Unexpended Balances of 2011 Budget Appropriations	80013-04	XXXXXXXXXX
Miscellaneous Revenue Not Anticipated	81113-	XXXXXXXXXX
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 2010 Appropriation Reserves	80013-05	XXXXXXXXXX
	80013-06	XXXXXXXXXX
Interfund Returned		XXXXXXXXXX
Federal and State Grant Fund - Appropriated Reserves Canceled		XXXXXXXXXX
Federal and State Grant Fund - Unappropriated Reserves Canceled		XXXXXXXXXX
Accounts Payable Canceled	XXXXXXXXXX	19,871.42
Reserve for Fire Prevention Canceled	XXXXXXXXXX	200.00
Reserve for Town Reassessment Canceled	XXXXXXXXXX	1,981.00
Deferred School Tax Revenue: (See School Taxes, Sheets 13 & 14)	XXXXXXXXXX	XXXXXXXXXX
Balance January 1, 2011	80013-07	XXXXXXXXXX
Balance December 31, 2011	80013-08	XXXXXXXXXX
Deficit in Anticipated Revenues:	XXXXXXXXXX	XXXXXXXXXX
Miscellaneous Revenues Anticipated	80013-09	85,859.44
Delinquent Tax Collections	80013-10	7,531.45
		XXXXXXXXXX
Required Collection of Current Taxes	80013-11	XXXXXXXXXX
Interfund Advances Originating in 2011	80013-12	45.65
Refund of Prior Year Revenue - Taxes	9,945.04	XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
Deficit Balance - To Trial Balance (Sheet 3)	80013-13	XXXXXXXXXX
Surplus Balance - To Surplus (Sheet 21)	80013-14	730,055.07
	833,436.65	833,436.65



# SCHEDULE OF MISCELLANEOUS REVENUES

## NOT ANTICIPATED

Source	Amount Realized
FEMA and Other Reimbursements	114,583.09
Interest on Investments	14,411.33
Division of Motor Vehicles	5,550.00
Premium on Sale of Notes	9,470.19
Senior and Veterans Deductions Administrative Fee	600.00
OPRA	135.04
Other Miscellaneous	1,304.99
Total Amount of Miscellaneous Revenues Not Anticipated (Sheet 19)	146,054.64



# SURPLUS - CURRENT FUND

## YEAR 2011

	Debit	Credit
1. Balance January 1, 2011	80014-01	XXXXXXX 894,589.96
2.	XXXXXXXX	
3. Excess Resulting from 2011 Operations	80014-02	XXXXXXXX 730,055.07
4. Amount Appropriated in the 2011 Budget - Cash	80014-03	809,142.00 XXXXXXXX
5. Amount Appropriated in 2011 Budget - with Prior Written Consent of Director of Local Government Services	80014-04	XXXXXXXXXX
6.		XXXXXXXXXX
7. Balance December 31, 2011	80014-05	815,503.03 XXXXXXXX
	1,624,645.03	1,624,645.03

# ANALYSIS OF BALANCE DECEMBER 31, 2011

## (FROM CURRENT FUND - TRIAL BALANCE)

Cash	80014-06	1,695,845.23
Investments	80014-07	109,600.00
Sub Total		1,805,445.23
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08	1,041,802.20
Cash Surplus	80014-09	763,643.03
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	51,860.00
Cash Deficit #	80014-13	
Total Other Assets	80014-14	51,860.00
	80014-15	815,503.03

\* 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 2012 BUDGET.  
(1) MAY BE ALLOWED UNDER CERTAIN CONDITIONS.

NOTE: Deferred charges for authorizations under N.J.S. 40A:4-55 (Tax Map, etc.), N.J.S. 40A:4-56 (Flood Damage, etc.), N.J.S. 40A:4-55.1 (Roads and Bridges, etc.) and N.J.S. 40A:4-55.13 (Public Exigencies, etc.) to extent of emergency notes issued and outstanding for such purposes, together with such emergency notes, may be omitted from this analysis.



# (FOR MUNICIPALITIES ONLY)

## CURRENT TAXES - 2011 LEVY

1.	Amount of Levy as per Duplicate (Analysis) # or (Abstract of Ratables)	82101-00	\$	<u>35,927,463.03</u>
2.	Amount of Levy Special District Taxes	82103-00	\$	<u>                    </u>
3.	Amount Levied for Omitted Taxes under N.J.S.A. 54:4-63.12 et seq.	82102-00	\$	<u>                    </u>
4.	Amount Levied for Added Taxes under N.J.S.A. 54:4-63.1 et seq.	82104-00	\$	<u>137,576.56</u>
5a.	Subtotal 2011 Levy	\$	<u>36,065,039.59</u>	
5b.	Reductions due to tax appeals**	\$	<u>                    </u>	
5c.	Total 2011 Tax Levy	82106-00	\$	<u><u>36,065,039.59</u></u>
6.	Transferred to Tax Title Liens	82107-00	\$	<u>2,982.67</u>
7.	Transferred to Foreclosed Property	82108-00	\$	<u>                    </u>
8.	Remitted, Abated or Canceled	82109-00	\$	<u>100,958.52</u>
9.	Discount Allowed	82110-00	\$	<u>                    </u>
10.	Collected in Cash:	82121-00	\$	<u>236,451.81</u>
	In 2010	82122-00	\$	<u>35,359,426.02</u>
	In 2011 *			
	State's Share of 2011 Senior Citizens and Veterans Deductions Allowed	82123-00	\$	<u>30,750.00</u>
	R.E.A.P. Revenue	82124-00	\$	<u>                    </u>
	Total to Line 14	82111-00	\$	<u><u>35,626,627.83</u></u>
11.	Total Credits		\$	<u><u>35,730,569.02</u></u>
12.	Amount Outstanding December 31, 2011	83120-00	\$	<u>334,470.57</u>
13.	Percentage of Cash Collections to Total 2011 Levy, (Item 10 divided by Item 5c) is			<u>98.78%</u>
		82112-00		<u>82112-00</u>

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

14. Calculation of Current Taxes Realized in Cash:

Total of Line 10	\$	<u>35,626,627.83</u>
Less: Reserve for Tax Appeals Pending	\$	<u>                    </u>
State Division of Tax Appeals	\$	<u>                    </u>
To Current Taxes Realized in Cash (Sheet 17)	\$	<u>35,626,627.83</u>

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

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

\* Include overpayments applied as part of 2011 collections.  
\*\* Tax Appeals pursuant to R.S. 54:3-21 et seq and/or R.S. 54:48-1 et seq approved by resolution by the governing  
body prior to introduction of municipal budget.



ACCELERATED TAX SALE / TAX LEVY SALE-CHAPTER 99

To Calculate Underlying Tax Collection Rate for 2011

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

(1) Utilizing Accelerated Tax Sale

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

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

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

Line 5c (sheet 22) Total 2011 Tax Levy ..... \$ \_\_\_\_\_

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

(2) Utilizing Tax Levy Sale

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

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

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

Line 5c (sheet 22) Total 2011 Tax Levy ..... \$ \_\_\_\_\_

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



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

	Debit	Credit
1. Balance January 1, 2011	XXXXXXXX	XXXXXXXX
Due From State of New Jersey		XXXXXXXX
Due To State of New Jersey	XXXXXXXX	4,774.57
2. Sr. Citizens Deductions Per Tax Billings	2,000.00	XXXXXXXX
3. Veterans Deductions Per Tax Billings	28,000.00	XXXXXXXX
4. Sr. Citizens Deductions Allowed By Tax Collector	750.00	XXXXXXXX
5. Veterans Deductions Allowed By Tax Collector		
6. Veterans Deductions Disallowed By Tax Collector		
7. Sr. Citizens Deductions Disallowed By Tax Collector	XXXXXXXX	
8. Sr. Citizens Deductions Disallowed By Tax Collector 2010 Taxes	XXXXXXXX	
9. Received in Cash from State	XXXXXXXX	30,000.00
10.		
11.		
12. Balance December 31, 2011	XXXXXXXX	XXXXXXXX
Due From State of New Jersey	XXXXXXXX	
Due To State of New Jersey	4,024.57	XXXXXXXX
	34,774.57	34,774.57

Calculation of Amount to be included on Sheet 22, Item 10-

2011 Senior Citizen and Veterans Deductions Allowed

Line 2	<u>2,000.00</u>
Line 3	<u>28,000.00</u>
Lines 4 and 5	<u>750.00</u>
Sub-Total	<u>30,750.00</u>
Less: Line 7	<u></u>
To Item 10, Sheet 22	<u><u>30,750.00</u></u>



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

	Debit	Credit
Balance January 1, 2011	XXXXXXXXXX	40,960.51
Taxes Pending Appeals	XXXXXXXXXX	XXXXXXXXXX
Interest Earned on Taxes Pending Appeals	XXXXXXXXXX	XXXXXXXXXX
Contested Amount of 2011 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)	XXXXXXXXXX	
Interest Earned on Taxes Pending State Appeals	XXXXXXXXXX	
Cash Paid to Appelants (Including 5% Interest from Date of Payment)	40,960.51	XXXXXXXXXX
Closed to results of Operations		XXXXXXXXXX
(Portion of Appeal won by Municipality, including Interest)		
Balance December 31, 2011		XXXXXXXXXX
Taxes Pending Appeals*		XXXXXXXXXX
Interest Earned on Taxes Pending Appeals		XXXXXXXXXX
	40,960.51	40,960.51

\* Includes State Tax Court and County Board of Taxation Appeals Not Adjusted by December 31, 2011.

Mae S. Hanna  
Signature of Tax Collector

T-8144      2-10-12  
License #      Date



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

Municipality: Township of Mendham

County: Morris

		YEAR 2012	YEAR 2011
1: Total General Appropriations for 2012 Municipal Budget Statement Item 8(L) ( Exclusive of Reserve for Uncollected Taxes)		80015-	xxxxxxx
2: Local School Tax	Actual Estimate **	80016- 80017-	15,066,984.00 xxxxxxxxxxx
3: Regional School District Tax	Actual Estimate *		9,188,864.03 xxxxxxxxxxx
4: Regional High School District Tax	Actual Estimate *		4,925,081.16 xxxxxxxxxxx
5: County Tax	Actual Estimate *	80018- 80019-	436,668.52 xxxxxxxxxxx
6: Special District Taxes	Actual Estimate *	80020- 80021-	
7: Municipal Open Space Taxes	Actual Estimate *	80022- 80023-	
8: Total General Appropriations & Other Taxes		80024-01	37,683,513.24
9: Less: Total Anticipated Revenues from 2012 in Municipal Budget (Item 5)		80024-02	2,428,293.16
10: Cash Required from 2012, to Support Local Municipal Budget and Other Taxes		80024-03	35,255,220.08
11: Amount of Item 10 Divided by <u>97.29%</u> <small>(820024-04)</small> Equals Amount to be raised by Taxation (Percentage used must not exceed the applicable percentage shown by Item 13, Sheet 22)		80024-05	36,240,220.08
Analysis of Item 11:			
Local District School Tax (Amount Shown on Line 2 Above)		15,066,984.00	* May not be stated in an amount less than "actual" Tax of year 2011.  ** Must be stated in the amount of the proposed budget submitted by the Local Board of Education to the Commissioner of Education on January 15, 2012 (Chapter 136, P.L. 1978). Consideration must be given to calendar year calculation.
Regional School District Tax (Amount Shown on Line 3 Above)			
Regional High School Tax (Amount Shown on Line 4 Above)		9,494,842.30	
County Tax (Amount Shown on Line 5 Above)		4,925,081.16	
Special District Tax (Amount Shown on Line 6 Above)			
Municipal Open Space Tax (Amount Shown on Line 7 Above)		435,000.00	
Tax in Local Municipal Budget		6,318,312.62	
Total Amount (See Line 11)		36,240,220.08	
12: Appropriation: Reserve for Uncollected Taxes (Budget Statement, Item 8(M) (Item 11, Less Item 10)		80024-06	985,000.00
Computation of "Tax in Local Municipal Budget" Item 1 - Total General Appropriations			7,761,605.78
Item 12 - Appropriation: Reserve for Uncollected Taxes			985,000.00
Sub -Total			8,746,605.78
Less: Item 9 - Total Anticipated Revenues			2,428,293.16
Amount to be Raised by Taxation in Municipal Budget		80024-07	6,318,312.62

Note:  
The amount of  
anticipated revenues  
(Item 9)  
may never exceed  
the total of Items 1 and 12.



ACCELERATED TAX SALE - CHAPTER 99

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

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 \_\_\_\_\_ %  
[(2012 Estimated Total Levy - 2011 Total Levy) / 2011 Total Levy]

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

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

2012 Reserve for Uncollected Taxes Appropriation Calculation (Actual)

1. Subtotal General Appropriations (item 8(L) budget sheet 29	\$ _____
2. Taxes not included in the Budget (AFS 25, items 2 thru 7)	\$ _____
Total	\$ _____
3. Less: Anticipated Revenues (item 5, budget sheet 11)	\$ _____
4. Cash Required	\$ _____
5. Total Required at _____ % (items 4+6)	\$ _____
6. Reserve for Uncollected Taxes (item E above)	\$ _____



SCHEDULE OF DELINQUENT TAXES AND TAX TITLE LIENS

	Debit		Credit
1. Balance January 1, 2011	227,798.24		XXXXXXXXXX
A. Taxes	83102-00	202,035.59	XXXXXXXXXX
B. Tax Title Liens	83103-00	25,762.65	XXXXXXXXXX
2. Canceled:	XXXXXXXXXX		XXXXXXXXXX
A. Taxes	XXXXXXXXXX		
B. Tax Title Liens	XXXXXXXXXX		
3. Transferred to Foreclosed Tax Title Liens:	XXXXXXXXXX		XXXXXXXXXX
A. Taxes	XXXXXXXXXX		
B. Tax Title Liens	XXXXXXXXXX		
4. Added Taxes	XXXXXXXXXX		XXXXXXXXXX
5. Added Tax Title Liens	XXXXXXXXXX		XXXXXXXXXX
6. Adjustment between Taxes (Other than Current year) and Tax Title Liens:	XXXXXXXXXX		XXXXXXXXXX
A. Taxes - Transfers to Tax Title Liens	XXXXXXXXXX		517.04
B. Tax Title Liens - Transfers from Taxes	XXXXXXXXXX		
7. Balance Before Cash Payments	XXXXXXXXXX		227,798.24
8. Totals	228,315.28		228,315.28
9. Balance Brought Down	227,798.24		XXXXXXXXXX
10. Collected:	XXXXXXXXXX		201,518.55
A. Taxes	83116-00	201,518.55	XXXXXXXXXX
B. Tax Title Liens	83117-00		XXXXXXXXXX
11. Interest and Costs - 2011 Tax Sale	50.29		XXXXXXXXXX
12. 2011 Taxes Transferred to Liens	2,982.67		XXXXXXXXXX
13. 2011 Taxes	334,470.57		XXXXXXXXXX
14. Balance December 31, 2011	XXXXXXXXXX		363,783.22
A. Taxes	83121-00	334,470.57	XXXXXXXXXX
B. Tax Title Liens	83122-00	29,312.65	XXXXXXXXXX
15. Totals	565,301.77		565,301.77

16. Percentage of Cash Collections to Adjusted Amount Outstanding  
(Item No. 10 divided by item No. 9) is 88.46%

17. Item No. 14 multiplied by percentage shown above is 321,802.64 and represents the maximum amount that may be anticipated in 2012. 83125-00

(See Note A on Sheet 22 - Current Taxes)



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

	Debit	Credit
1. Balance January 1, 2011	84101-00	XXXXXXXX
2. Forclosed or Deeded in 2011	XXXXXXXX	XXXXXXXX
3. Tax Title Liens	84103-00	XXXXXXXX
4. Taxes Receivable	84104-00	XXXXXXXX
5A.	84102-00	XXXXXXXX
5B.	84105-00	
6. Adjustment to Assessed Valuation	84106-00	XXXXXXXX
7. Adjustment to Assessed Valuation	84107-00	XXXXXXXX
8. Sales	XXXXXXXX	XXXXXXXX
9. Cash *	84109-00	XXXXXXXX
10. Contract	84110-00	XXXXXXXX
11. Mortgage	84111-00	XXXXXXXX
12. Loss on Sales	84112-00	XXXXXXXX
13. Gain on Sales	84113-00	XXXXXXXX
14. Balance December 31, 2011	84114-00	XXXXXXXX

CONTRACT SALES

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

MORTGAGE SALES

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

Analysis of Sale of Property: \$ \_\_\_\_\_  
\* Total Cash Collected in 2011 (84125-00)

Realized in 2011 Budget \_\_\_\_\_

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



DEFERRED CHARGES  
-MANDATORY CHARGES ONLY-

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

Caused By	Amount		Amount in		Amount		Balance as at Dec. 31, 2011
	Dec. 31, 2010 per Audit Report	2011 Budget	2011 Budget	Resulting from 2011			
1. Emergency Authorization - Municipal *	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	
2. Emergency Authorizations - 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

Date	Purpose	Amount
1. _____	_____	\$ _____
2. _____	_____	\$ _____
3. _____	_____	\$ _____
4. _____	_____	\$ _____
5. _____	_____	\$ _____

JUDGEMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED

	Amount		Appropriated for in Budget of Year 2012
	In favor of	On Account of	
1. _____	_____	_____	\$ _____
2. _____	_____	_____	\$ _____
3. _____	_____	_____	\$ _____
4. _____	_____	_____	\$ _____



# 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 Dec. 31, 2010	REDUCED IN 2011		Balance Dec. 31, 2011
					By 2011 Budget	Canceled by Resolution	
04/22/08	Master Plan	12,500.00	2,500.00	7,500.00	2,500.00		5,000.00
07/28/09	Reassessment Program	78,100.00	15,620.00	62,480.00	15,620.00		46,860.00
Totals				69,980.00	18,120.00		51,860.00
				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.

*Timothy B. Day*  
Chief Financial Officer

\* Not less than one-fifth (1/5) of amount authorized but not more than the amount shown in the column "Balance Dec. 31, 2011" must be entered here and then raised in the 2012 budget.



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

Date	Purpose	Amount Authorized	Not Less Than 1/3 of Amount Authorized*	Balance Dec. 31, 2010	REDUCED IN 2011		Balance Dec. 31, 2011
					By 2011 Budget	Canceled by Resolution	
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 Dec. 31, 2011" must be entered here and then raised in the 2012 budget.



(GOVERNMENT) (MUNICIPAL) GENERAL CAPITAL BONDS

Source	Debit	Credit	2012 Debt Service
Outstanding, January 1, 2011	80033-01	XXXXXXXXXX	11,629,000.00
Issued	80033-02	XXXXXXXXXX	
Paid	80033-03	690,000.00	XXXXXXXXXX
Matured			
Outstanding, December 31, 2011	80033-04	10,939,000.00	XXXXXXXXXX
		11,629,000.00	11,629,000.00
2012 Bond Maturities - General Capital Bonds			80033-05
2012 Interest on Bonds *			80033-06
565,000.00			266,665.00
Open Space Bonds			
Outstanding, January 1, 2011	80033-07	XXXXXXXXXX	1,265,000.00
Issued	80033-08	XXXXXXXXXX	
Paid	80033-09	65,000.00	XXXXXXXXXX
Outstanding, December 31, 2011	80033-10	1,200,000.00	XXXXXXXXXX
		1,265,000.00	1,265,000.00
2012 Bond Maturities - Open Space Bonds			80033-11
2012 Interest on Bonds *			80033-12
155,000.00			150,494.00

LIST OF BONDS ISSUED DURING 2011

Purpose	2012 Maturity	Amount Issued	Date of Issue	Interest Rate
NONE - N/A				
Total				

80033-14

80033-15



# **SCHEDULE OF LOANS ISSUED AND OUTSTANDING AND 2012 DEBT SERVICE FOR LOANS**

(COUNTY) (MUNICIPAL) GREEN ACRES LOAN

	Debit	Credit	2012 Debt Service
Outstanding, January 1, 2011	XXXXXXXXXX	1,967,364.00	
Issued	XXXXXXXXXX		
Paid	221,890.32	XXXXXXXXXX	
Outstanding, December 31, 2011	1,745,473.68	XXXXXXXXXX	
	1,967,364.00	1,967,364.00	
2012 Loan Maturities		80033-05	226,350.31 *
2012 Interest on Loans		80033-06 \$	33,783.37 *
Total 2012 Debt Service for Green Acres Loan		80033-13	260,133.68 *
<b>LOAN</b>			
Outstanding, January 1, 2011	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXXXXX	
Outstanding, December 31, 2011		XXXXXXXXXX	
2012 Loan Maturities		80033-11	
2012 Interest on Loans		80033-12 \$	
Total 2012 Debt Service for	Loan	80033-13	

**LIST OF LOANS ISSUED DURING 2011 - N/A**

Purpose	2012 Maturity	Amount Issued	Date of Issue	Interest Rate
Total				

\* - Paid by Open Space Trust Fund

80033-14

80033-15



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

## TYPE I SCHOOL TERM BONDS

		Debit	Credit	2012 Debt Service
Outstanding, January 1, 2011	80034-01	XXXXXXXX		
Paid	80034-02		XXXXXXXX	
Outstanding, December 31, 2011	80034-03		XXXXXXXX	
2012 Bond Maturities - Term Bonds	80034-04			\$
2012 Interest on Bonds *	80034-05			\$
TYPE I SCHOOL SERIAL BOND				
Outstanding, January 1, 2011	80034-06	XXXXXXXX		
Issued	80034-07	XXXXXXXX		
Paid	80034-08		XXXXXXXX	
Outstanding, December 31, 2011	80034-09		XXXXXXXX	
2012 Interest on Bonds*	80034-10			\$
2012 Bond Maturities - Serial Bonds	80034-11			\$
Total "Interest on Bonds - Type I School Debt Service" (*Items)	80034-12			\$

## LIST OF BONDS ISSUED DURING 2011

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

## 2012 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, 2011

2012 Interest Requirement



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

Title or Purpose of Issue		Original Amount Issued	Original Date of Issue *	Amount of Note Outstanding Dec. 31, 2011	Date of Issue	Date of Maturity	Rate of Interest	2012 Budget Requirement		Interest Computed to (Insert Date)
								For Principal	For Interest **	
1.	Various Capital Improvements	237,500.00	5/29/2008	225,399.42	5/26/2011	5/26/2011	1.25%	7,925.00	2,809.67	5/25/2012
2.	Acquisition of Real Property - 22 St. Johns Drive	1,000,000.00	5/29/2008	987,341.00	5/26/2011	5/26/2011	1.25%	25,650.00	12,307.48	5/25/2012
3.	Various Capital Improvements	218,500.00	5/28/2009	200,107.69	5/26/2011	5/26/2011	1.25%	15,175.00	2,494.40	5/25/2012
4.	Improvement of Land and Facilities									
	and Acquisition of Equipment	127,000.00	5/28/2009	112,515.48	5/26/2011	5/26/2011	1.25%	7,725.00	1,402.54	5/25/2012
5.	Various Capital Improvements	232,750.00	12/9/2009	230,047.97	5/26/2011	5/26/2011	1.25%	19,250.00	2,867.61	5/25/2012
6.	Various Capital Improvements	309,500.00	12/9/2009	301,790.79	5/26/2011	5/26/2011	1.25%	12,400.00	3,761.90	5/25/2012
7.	Various Capital Improvements	537,900.00	12/9/2009	337,900.00	5/26/2011	5/26/2011	1.25%	6,825.00	4,212.02	5/25/2012
8.	Various Equipment	390,000.00	5/26/2010	383,677.19	5/26/2011	5/26/2011	1.25%		4,782.64	5/25/2012
9.	Various Capital Improvements	29,520.46	5/26/2011	29,520.46	5/26/2011	5/26/2011	1.25%		367.98	5/25/2012
10.	Various Capital Improvements	246,600.00	5/26/2011	246,600.00	5/26/2011	5/26/2011	1.25%		3,073.94	5/25/2012
11.	Acquisition of Real Property - 22 St. Johns Drive	109,600.00	12/31/2011	109,600.00	12/31/2011	3/30/2012	0.00%		**	3/30/2012
12.										
13.										
Total		3,438,870.46		3,164,500.00				94,950.00	38,080.18	

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 I 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 2009 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2012 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.

80051-01

80051-02

(Do not crowd - add additional sheets)



## DEBT SERVICE FOR ASSESSMENT NOTES

Title or Purpose of Issue		Original Amount Issued	Original Date of Issue *	Amount of Note Outstanding Dec. 31, 2011	Date of Maturity	Rate of Interest	2012 Budget Requirement		Interest Computed to (Insert Date)
							For Principal	For Interest * *	
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									
11.									
12.									
13.									
14.									
Total									

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

80051-01

80051-02

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

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

(Do not crowd - add additional sheets)



**SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS**

Purpose	Amount of Lease Obligation Outstanding 2011	2012 Budget Requirement	
		For Principal	For Interest/Fees
1.			
2.			
3.			
4.			
5.			
6.			
1.			
2.			
3.			
4.			
5.			
6.			
Total			

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, 2011		2011 Authorizations	Reappropriated	Expended	Canceled	Balance - December 31, 2011	
	Funded	Unfunded					Funded	Unfunded
01-99; 16-02 Various Improvements				21,839.96	(292.35)		292.35	21,839.96
08-04 Various Capital Improvements	537.87					537.87		
03-05 Acquisition of Equipment	36.00					36.00		
05-05 Various Capital Improvements	8,133.36				7,683.74	449.62		
13-06 Open Space Preliminary	1,198.34				1,000.00	198.34		
15-06 Various Capital Improvements	2,127.27				2,003.86	123.41		
19-06 Construction of Fire Station	11,861.87				9,823.66		2,038.21	
06-07 Environmental Commission Projects	6,495.93				1,205.58	80.00	5,210.35	
07-07 Various Capital Improvements	250,141.24				55,692.66	24.85	194,423.73	
13-07 Various Capital Improvements	81,701.43				77,170.11	201.24	4,330.08	
01-08 Various Capital Improvements		15,815.25				8,203.69		7,611.56
09-08/11-08 Various Capital Improvements		149,206.84			38,157.82	82,296.26	28,752.76	
10-08 Acquisition of Pick Up Truck	654.00					654.00		
12-08 Aquisition of Pitney Property		514,457.50			500,000.00			14,457.50
15-08 Design and Construction of Track/ Installation of Walking Platforms	581.40					581.40		
03-09 Various Capital Improvements		30,656.43		(22,929.17)	3,159.91	4,052.35		515.00

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'd)

IMPROVEMENTS  Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2011		2011 Authorizations	Reappropriated	Expended	Canceled	Balance - December 31, 2011	
	Funded	Unfunded					Funded	Unfunded
08-09 Improvement of Land and Facilities								
and Acquisition of Equipment		24,363.17		(7,500.00)	2,853.45	6,984.52		7,025.20
13-09 Various Capital Improvements		21,008.09			18,118.37	2,702.03		187.69
15-09 Various Capital Improvements		5,051.76		8,589.21	5,931.76	7,709.21		
01-10 Various Equipment		8,252.50			1,929.69	6,322.81		
07-10 Various Capital Improvements	41,904.20	154,499.00			149,498.96	44,829.54		2,074.70
02-11 Various Capital Improvements			448,900.00		297,447.83			151,452.17
<b>TOTAL</b> 70000-	<b>405,372.91</b>	<b>923,310.54</b>	<b>448,900.00</b>	<b>-0-</b>	<b>1,171,385.05</b>	<b>165,987.14</b>	<b>235,047.48</b>	<b>205,163.78</b>

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

Capital Fund Balance	85,182.99
DCA Shared Services Grant Receivable	3,250.00
Deferred Charges to Future Taxation - Unfunded	77,554.15
	165,987.14



# GENERAL CAPITAL FUND

## SCHEDULE OF CAPITAL IMPROVEMENT FUND

[illegible]

\* The full amount of the 2011 budget appropriation should be transferred to this account unless the balance of the appropriation is to be permitted to lapse.



**GENERAL CAPITAL FUND**  
**SCHEDULE OF DOWN PAYMENT ON IMPROVEMENTS - N/A**

	Debit	Credit
Balance January 1, 2011	80030-01	XXXXXXXXXX
Received from 2011 Budget Appropriation *	80030-02	XXXXXXXXXX
Received from 2011 Emergency Appropriation *	80030-03	XXXXXXXXXX
Appropriated to Finance Improvement Authorizations	80030-04	XXXXXXXXXX
Balance December 31, 2011	80030-05	XXXXXXXXXX

\* The full amount of the 2011 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.

**CAPITAL IMPROVEMENTS AUTHORIZED IN 2011**  
**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 2011 or Prior Years
02-11 Various Capital Improvements	448,900.00	246,600.00	202,300.00	27,400.00
Total	80032-00	246,600.00	202,300.00	27,400.00

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

Capital Improvement Fund	\$	27,400.00
Capital Fund Balance		104,282.49
Clean Energy Grant		70,617.51
		<u>202,300.00</u>



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

	Debit	Credit
Balance January 1, 2011	80029-01	XXXXXXX 61,724.00
Premium on Sale of Notes	XXXXXXXX	
Improvement Authorizations Canceled	XXXXXXXX	85,182.99
	XXXXXXXX	
Appropriated to Finance Improvement Authorizations	80029-02	104,282.49 XXXXXXXX
Appropriated to 2011 Budget Revenue	80029-03	XXXXXXXX
Balance December 31, 2011	80029-04	42,624.50 XXXXXXXX 146,906.99

**BONDS ISSUED WITH A COVENANT OR COVENANTS**  
**(NOT APPLICABLE)**

1. Amount of Serial Bonds Issued Under Provisions of Chapter 233, P.L. 1944, Chapter 268, P.L. 1944, Chapter 428, P.L. 1943 or Chapter 77, Article VI-A, P.L. 1945, with Covenant or Covenants; Outstanding December 31, 2011  
\_\_\_\_\_
2. Amount of Cash in Special Trust Fund as of December 31, 2011 (Note A)  
\_\_\_\_\_
3. Amount of Bonds Issued Under Item 1  
Maturing in 2012  
\_\_\_\_\_
4. Amount of Interest on Bonds with a  
Covenant - 2012 Requirement  
\_\_\_\_\_
5. Total of 3 and 4 - Gross Appropriation  
\_\_\_\_\_
6. Less Amount of Special Trust Fund to be Used  
\_\_\_\_\_
7. Net Appropriation Required  
\_\_\_\_\_

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

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

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



# MUNICIPALITIES ONLY

## IMPORTANT!

*This Sheet Must Be Completely Filled in or the Statement Will be Considered Incomplete*  
(N.J.S.A. 52:27BB-55 as Amended by Chap. 211 P.L. 1981)

A.

1. Total Tax Levy for the Year 2011 was

\$ 36,065,039.59

2. Amount of Item 1 Collected in 2011 (\*)

\$ 35,626,627.83

3. Seventy (70) percent of Item 1

\$ 25,245,527.71

(\*) Including prepayments and overpayments applied.

B.

1. Did any maturities of bonded obligations or notes fall due during the year 2011?

Answer YES or NO

Yes

2. Have payments been made for all bonded obligations or notes due on or before December 31, 2011?

Answer YES or NO

Yes

If answer is "NO" give details

NOTE: If answer to item B1 is YES, then Item B2 must be answered

C.

Does the appropriation required to be included in the 2012 budget for the liquidation of all bonded obligations or notes exceed 25% of the total of appropriations for operating purposes in the budget for the year just ended? Answer YES or NO:

No

D.

1. Cash Deficit 2010

\$ - 0 -

2. 4% of 2010 Tax Levy for all purposes:

Levy-- \$

=

\$ - 0 -

3. Cash Deficit 2011

\$ - 0 -

4. 4% of 2011 Tax Levy for all purposes:

Levy-- \$

=

\$ - 0 -

E.

Unpaid

2010

2011

Total

1. State Taxes

\$

\$

\$ - 0 -

2. County Taxes

\$

\$

\$ - 0 -

3. Amounts due Special Districts

\$

\$

\$ - 0 -

4. Amounts due Districts for Local School Tax

\$

\$

\$ - 0 -



**SHEETS 55 to 68 AND 55.1 TO 68.1, INCLUSIVE, PERTAIN TO**

**UTILITIES ONLY**

***NOTE:***

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

***NOTE:***

Sheets 40 through 54 have not been included since the Township does not operate a Water Utility.

Sheets 55 through 68 include the operations of the Township's "Mendham - East" Sewer Utility.

Sheets 55.1 through 68.1 include the operations of the Township's "Mendham - West" Sewer Utility.



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 EAST UTILITY FUND

AS AT DECEMBER 31, 2011

## Operating and Capital Sections

(Separately Stated)

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

[illegible]

**(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 EAST UTILITY FUND

AS AT DECEMBER 31, 2011

## Operating and Capital Sections

(Separately Stated)

Cash Liabilities Must Be Subtotalled and Subtotal Must be Marked with "C"

[illegible]

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



**POST CLOSING TRIAL BALANCE -  
SEWER EAST UTILITY ASSESSMENT TRUST FUND**

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

AS AT DECEMBER 31, 2011

[illegible]



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

Title of Liability to which Cash and Investments are Pledged	Balance Dec. 31, 2010	Cash Receipts					Cash Disbursements	Balance Dec. 31, 2011
		Assessments and Liens	Operating 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



# SCHEDULE OF SEWER EAST UTILITY BUDGET - 2011

## BUDGET REVENUES

Source	Budget	Received in Cash	Excess or Deficit*
Surplus Anticipated	SEWER 01	8,000.00	
Surplus Anticipated with Prior Written Consent of Director of Local Government	SEWER 02		
Sewer Rents	253,650.00	251,493.03	(2,156.97)
Miscellaneous Revenue	1,550.00	2,844.29	1,294.29
Added by N.J.S. 40A:4-87: (List)	XXXXXXXX	XXXXXXXX	XXXXXXXX
Subtotal	263,200.00	262,337.32	(862.68)
Deficit (General Budget) **	07		
	08	263,200.00	262,337.32
			(862.68)

\*\* 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	263,200.00
Added by N.J.S. 40A:4-87	
Emergency	
Total Appropriations	263,200.00
Add: Overexpenditures (see footnote)	
Total Appropriations and Overexpenditures	263,200.00
Deduct Expenditures:	
Paid or Charged	253,451.07
Reserved	9,524.62
Surplus (General Budget) **	
Total Expenditures	262,975.69
Unexpended Balances Canceled (see footnote)	224.31

FOOTNOTES - RE: OVEREXPENDITURES:  
Every appropriation overexpended in the budget document must be marked with an \* and must agree in the aggregate with this item.  
RE: UNEXPENDED BALANCES CANCELED:  
Are not to be shown as "Paid or Charged" in the budget document. In all instances "Total Appropriations" and "Overexpenditures" must equal the sum of "Total Expenditures" and "Unexpended Balances Canceled".



# STATEMENT OF 2011 OPERATION

## SEWER EAST UTILITY

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

SECTION 1: - N/A

Revenue Realized:			
Budget Revenue (Not Including "Deficit" (General Budget))			
Miscellaneous Revenue Not Anticipated			
2010 Appropriation Reserves Canceled * (Excess Revenue Realized)			
Total Revenue Realized			
Expenditures:			
Appropriations (Not Including "Surplus (General Budget)")			
Paid or Charged			
Reserved			
Expended Without Appropriation			
Cash Refund of Prior Year's Revenue			
Overexpenditure of Appropriation Reserves			
Total Expenditures			
Less: Deferred Charges Included In Above "Total Expenditures"			
Total Expenditures - As Adjusted			
Excess			
Budget Appropriation - Surplus (General Budget) **			
Remainder = Balance of "Results of 2011 Operation" ("Excess in Operations" - Sheet 60)			
Deficit			
Anticipated Revenue - Deficit (General Budget) **			
Remainder = Balance of "Results of 2011 Operation" ("Operating Deficit - to Trial Balance" - Sheet 60)			
2010 Appropriation Reserves Canceled in 2011		11,866.45	
Less: Anticipated Deficit in 2010 Budget - Amount Received and Due from Current Fund - If none, enter "None"		NONE	
* Excess (Revenue Realized)			11,866.45

**SECTION 2:**  
The following Item of "2010 Appropriation Reserves Canceled in 2011" Is Due to the Current Fund TO THE  
EXTENT OF the amount Received and Due from the General Budget of 2010 for an Anticipated Deficit in the  
SEWER Utility for 2010:

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



## RESULTS OF 2011 OPERATIONS - SEWER EAST UTILITY

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXX	
Unexpended Balances of Appropriations	XXXXXXXX	224.31
Miscellaneous Revenue Not Anticipated	XXXXXXXX	
Unexpended Balances of 2010 Appropriation Reserves *	XXXXXXXX	11,866.45
	XXXXXXXX	
	XXXXXXXX	
Deficit in Anticipated Revenue	862.68	XXXXXXXXXX
		XXXXXXXXXX
Operating Deficit - to Trial Balance	XXXXXXXXXX	
Excess in Operations - to Operating Surplus	11,228.08	XXXXXXXXXX
	12,090.76	12,090.76

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

## OPERATING SURPLUS - SEWER EAST UTILITY

	Debit	Credit
Balance January 1, 2011	XXXXXXXX	8,057.58
Deficit Resulting from 2011 Operations		
Excess Resulting from 2011 Operations	XXXXXXXXXX	11,228.08
Amount Appropriated in 2011 Budget - Cash	8,000.00	XXXXXXXXXX
Amount Appropriated in 2011 Budget - with Prior Written Consent of Director of Local Government Services		XXXXXXXXXX
		XXXXXXXXXX
Balance December 31, 2011	11,285.66	XXXXXXXXXX
	19,285.66	19,285.66

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

Cash	80014-06	14,953.36
Investments	80014-07	
Interfund Accounts Receivable		34,171.51
Sub Total		49,124.87
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08	37,839.21
Operating Surplus Cash or (Deficit in Operating Surplus Cash)	80014-09	11,285.66
*Other Assets Pledged to Surplus:		
Deferred Charges #		
Operating Deficit #		
Total Other Assets		11,285.66

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

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

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



SCHEDULE OF SEWER EAST UTILITY ACCOUNTS RECEIVABLE

Balance December 31, 2010 \$ 9,921.77

Increased by:

Sewer Rents \$ 255,608.00

Interest on Delinquent Sewer Rents \$ 2,405.55

\$ 258,013.55

Decreased by:

Collections:

Sewer Rents \$ 251,470.13

Interest on Delinquent Sewer Rents \$ 2,405.55

Prepaid Applied \$

Overpayments Applied \$ 22.90

\$ 253,898.58

Balance December 31, 2011 \$ 14,036.74

SCHEDULE OF SEWER EAST UTILITY LIENS - N/A

Balance December 31, 2010 \$

Increased by:

Transfers from Accounts Receivable \$

Penalties and Costs \$

Other \$

\$

Decreased by:

Collections \$

Other \$

\$

Balance December 31, 2011 \$



# **DEFERRED CHARGES** **-MANDATORY CHARGES ONLY-** **SEWER EAST UTILITY FUND**

(Do not include the emergency authorizations pursuant to N.J.S. 40A:4-55, listed on Sheet 29)

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

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

## **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 Year 2012
1.	_____	_____	_____	\$ _____	_____
2.	_____	_____	_____	\$ _____	_____
3.	_____	_____	_____	\$ _____	_____
4.	_____	_____	_____	\$ _____	_____



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

## **SEWER EAST UTILITY ASSESSMENT BONDS**

	Debit	Credit	2012 Debt Service
Outstanding, January 1, 2011	XXXXXXXX		
Issued	XXXXXXXX		
Paid		XXXXXXXX	
Outstanding, December 31, 2011		XXXXXXXX	

## **2012 Bond Maturities - Assessment Bonds**

2012 Interest on Bonds \*

## **SEWER EAST UTILITY CAPITAL BONDS**

Outstanding, January 1, 2011	XXXXXXXX	12,000.00	
Issued	XXXXXXXX		
Paid	5,000.00	XXXXXXXX	
Matured			
Outstanding, December 31, 2011	7,000.00	XXXXXXXX	
	12,000.00	12,000.00	

## **2012 Bond Maturities - Capital Bonds**

2012 Interest on Bonds \*

	\$	253.75	\$	7,000.00
--	----	--------	----	----------

## **INTEREST ON BONDS - SEWER EAST UTILITY BUDGET**

2012 Interest on Bonds (*Items)	\$	253.75	
Less: Interest Accrued to 12/31/2011 (Trial Balance)	\$	84.82	
Subtotal	\$	168.93	
Add: Interest to be Accrued as of 12/31/2012			
Required Appropriation 2012			\$ 168.93

## **LIST OF BONDS ISSUED DURING 2011 - N/A**

Purpose	2012 Maturity	Amount Issued	Date of Issue	Interest Rate



# **SCHEDULE OF LOANS ISSUED AND OUTSTANDING AND 2012 DEBT SERVICE FOR LOANS**

       SEWER EAST        UTILITY LOAN

	Debit	Credit	2012 Debt Service
Outstanding, January 1, 2011	XXXXXXXXXX		
Issued	XXXXXXXXXX		
Paid		XXXXXXXXXX	
Outstanding, December 31, 2011		XXXXXXXXXX	
2012 Loan Maturities			
2012 Interest on Loans *			
<b>SEWER UTILITY LOANS - U.S. DEPT. OF AGRICULTURE</b>			
Outstanding, January 1, 2011	XXXXXXXXXX	1,161,179.96	
Issued	XXXXXXXXXX		
Paid	13,722.85	XXXXXXXXXX	
Outstanding, December 31, 2011	1,147,457.11	XXXXXXXXXX	
	1,161,179.96	1,161,179.96	
2012 Loan Maturities			\$ 14,329.79
2012 Interest on Loans *		\$ 50,046.21	

## **INTEREST ON LOANS - SEWER UTILITY BUDGET**

2012 Interest on Loans (*Items)	\$ 50,046.21	
Less: Interest Accrued to 12/31/2011 (Trial Balance)	\$ 13,255.39	
Subtotal	\$ 36,790.82	
Add: Interest to be Accrued as of 12/31/2012	\$ 13,089.85	
Required Appropriation 2012		\$ 49,880.67

LIST OF LOANS ISSUED DURING 2011 - N/A

Purpose	2012 Maturity	Amount Issued	Date of Issue	Interest Rate



## DEBT SERVICE FOR SEWER EAST UTILITY NOTES (OTHER THAN SEWER EAST UTILITY ASSESSMENT NOTES)

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue *	Amount of Note Outstanding Dec. 31, 2011	Date of Maturity	Rate of Interest	2012 Budget Requirement		
						For Principal	For Interest **	
1.								
2.								
3.								
4.								
5.								
6.								
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 2009 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2012 or written intent of permanent financing submitted.

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

INTEREST ON NOTES - SEWER EAST UTILITY BUDGET	
2012 Interest on Notes	
Less: Interest Accrued to 12/31/2011 (Trial Balance)	
Subtotal	
Add: Interest to be Accrued as of 12/31/2012	
Required Appropriation - 2012	

(Do not crowd - add additional sheets)



**DEBT SERVICE FOR SEWER EAST UTILITY ASSESSMENT NOTES**

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue *	Amount of Note Outstanding Dec. 31, 2011	Date of Maturity	Rate of Interest	2012 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest * *	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								

N/A

Sheet 65

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

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

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

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

(Do not crowd - add additional sheets)



**SCHEDULE OF SEWER EAST UTILITY CAPITAL LEASE PROGRAM OBLIGATIONS**

Purpose	Amount of Lease Obligation Outstanding 2011	2012 Budget Requirement	
		For Principal	For Interest/Fees
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
Total			

80051-01

80051-02

(Do not crowd - add additional sheets)



# SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (SEWER EAST CAPITAL FUND)

IMPROVEMENTS  Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2011		2011 Authorizations		Paid or Charged	Authorizations Canceled	Balance - December 31, 2011	
	Funded	Unfunded	Other Sources	Deferred Charges to Future Revenue			Funded	Unfunded
09-04 Sewer Plant Improvements	320.07						320.07	
Total	70000-	320.07					320.07	

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



SEWER EAST UTILITY CAPITAL FUND

**SCHEDULE OF CAPITAL IMPROVEMENT FUND**

	Debit	Credit
Balance January 1, 2011	XXXXXXXX	28,383.00
Received from 2011 Budget Appropriation *	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
Appropriated to Finance Improvement Authorizations		XXXXXXXX
		XXXXXXXX
Balance December 31, 2011	28,383.00	XXXXXXXX
	28,383.00	28,383.00

SEWER EAST UTILITY CAPITAL FUND  
**SCHEDULE OF DOWN PAYMENT ON IMPROVEMENTS - N/A**

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

\* The full amount of the 2011 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.



**UTILITIES ONLY**[illegible]

**YEAR - 2011**

	Debit	Credit
Balance January 1, 2011	XXXXXXXXXX	
Premium on Sale of Bonds	XXXXXXXXXX	
Funded Improvement Authorizations Canceled	XXXXXXXXXX	
Appropriated to Finance Improvement Authorizations		XXXXXXXXXX
Appropriated to 2011 Budget Revenue		XXXXXXXXXX
Balance December 31, 2011		XXXXXXXXXX



POST CLOSING

TRIAL BALANCE - SEWER WEST UTILITY FUND

AS AT DECEMBER 31, 2011

Operating and Capital Sections

(Separately Stated)

Cash Liabilities Must Be Subtotaled and Subtotal Must be Marked with "C"

Title of Account	Debit	Credit
Sewer West Utility Operating Fund:		
Due from Mendham West Sewer Utility Capital Fund	16,099.00	
Receivables With Full Reserves:		
Consumer Account Receivable	3,788.53	
Appropriation Reserves:		
Encumbered		7,679.91
Unencumbered		890.25
		8,570.16
Prepaid/Overpaid Sewer Rents		35.90
Due to Mendham East Sewer Utility Operating Fund		5,845.82
		14,451.88
Reserve for Receivables		3,788.53
Fund Balance		1,647.12
	19,887.53	19,887.53

(Do not crowd - add additional sheets)



Section in the same manner as set forth in General Capital Fund on Sheet 8

## POST CLOSING

**TRIAL BALANCE - SEWER WEST UTILITY FUND**

AS AT DECEMBER 31, 2011

## Operating and Capital Sections

(Separately Stated)

*Cash Liabilities Must Be Subtotaled and Subtotal Must be Marked with "C"*

[illegible]

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



**POST CLOSING TRIAL BALANCE -  
SEWER WEST UTILITY ASSESSMENT TRUST FUND**

## IF MORE THAN ONE UTILITY

**EACH ASSESSMENT SECTION MUST BE SEPARATELY STATED**

AS AT DECEMBER 31, 2011

[illegible]

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



# ANALYSIS OF SEWER WEST UTILITY ASSESSMENT TRUST CASH AND INVESTMENTS PLEDGED TO LIABILITIES AND SURPLUS

Title of Liability to which Cash and Investments are Pledged	Balance Dec. 31, 2010	Cash Receipts					Cash Disbursements	Balance Dec. 31, 2011
		Assessments and Liens	Operating 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

\* Show as red figure



SCHEDULE OF SEWER WEST UTILITY BUDGET - 2011

BUDGET REVENUES

Source	Budget	Realized	Excess or Deficit*
Surplus Anticipated			
Surplus Anticipated with Prior Written Consent of Director of Local Government			
SEWER 01			
SEWER 02			
Sewer Rents	102,000.00	103,246.67	1,246.67
Reserve for Future Sewer Improvements	5,599.00	5,599.00	
Added by N.J.S. 40A:4-87: (List)	XXXXXXXX	XXXXXXXX	XXXXXXXX
Subtotal	107,599.00	108,845.67	1,246.67
Deficit (General Budget) **	SEWER 06		
	SEWER 07	107,599.00	108,845.67
			1,246.67

\*\* 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		107,599.00
Added by N.J.S. 40A:4-87		
Emergency		
Total Appropriations		107,599.00
Add: Overexpenditures (see footnote)		
Total Appropriations and Overexpenditures		107,599.00
Deduct Expenditures:		
Paid or Charged	106,707.37	
Reserved	890.25	
Surplus (General Budget) **		
Total Expenditures		107,597.62
Unexpended Balances Canceled (see footnote)		1.38

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".







## RESULTS OF 2011 OPERATIONS - SEWER WEST UTILITY

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXXXX	1,246.67
Unexpended Balance of 2011 Budget Appropriations	XXXXXXXXXX	1.38
Miscellaneous Revenue Not Anticipated	XXXXXXXXXX	399.07
Unexpended Balances of 2010 Appropriation Reserves *	XXXXXXXXXX	
Deficit in Anticipated Revenue		XXXXXXXXXX
		XXXXXXXXXX
Operating Deficit - to Trial Balance	XXXXXXXXXX	
Excess in Operations - to Operating Surplus	1,647.12	XXXXXXXXXX
	1,647.12	1,647.12

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

## OPERATING SURPLUS - SEWER WEST UTILITY

	Debit	Credit
Balance January 1, 2011	XXXXXXXXXX	
Excess Resulting from 2011 Operations	XXXXXXXXXX	1,647.12
Amount Appropriated in 2011 Budget - Cash		XXXXXXXXXX
Amount Appropriated in 2011 Budget - with Prior Written Consent of Director of Local Government Services		XXXXXXXXXX
		XXXXXXXXXX
Balance December 31, 2011	1,647.12	XXXXXXXXXX
	1,647.12	1,647.12

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

Cash	80014-06	
Investments	80014-07	
Interfund Accounts Receivable		16,099.00
Sub Total		16,099.00
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08	14,451.88
Operating Surplus Cash or (Deficit in Operating Surplus Cash)	80014-09	1,647.12
Other Assets Pledged to Surplus: *		
Deferred Charges #		
Operating Deficit #		
Total Other Assets		1,647.12

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

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

"Other Assets would be also pledged to cash liabilities.



# **SCHEDULE OF SEWER WEST UTILITY ACCOUNTS RECEIVABLE**

Balance December 31, 2010 \$ 4,159.20

Increased by:

Sewer Rents	\$ <u>102,876.00</u>
Interest on Delinquent Sewer Rents	\$ <u>399.07</u>
	\$ <u>103,275.07</u>

Decreased by:

Collections:	
Sewer Rents	\$ <u>103,131.42</u>
Interest on Delinquent Sewer Rents	\$ <u>399.07</u>
Prepaid Applied	\$ <u>          </u>
Overpayments Applied	\$ <u>115.25</u>
	\$ <u>103,645.74</u>

Balance December 31, 2011 \$ 3,788.53

## **SCHEDULE OF SEWER WEST UTILITY LIENS - N/A**

Balance December 31, 2010 \$           

Increased by:

Transfers from Accounts Receivable	\$ <u>          </u>
Penalties and Costs	\$ <u>          </u>
Other	\$ <u>          </u>
	\$ <u>          </u>

Decreased by:

Collections	\$ <u>          </u>
Other	\$ <u>          </u>
	\$ <u>          </u>
Balance December 31, 2011	\$ <u>          </u>



# **DEFERRED CHARGES** **-MANDATORY CHARGES ONLY-** **SEWER WEST UTILITY FUND**

(Do not include the emergency authorizations pursuant to N.J.S. 40A:4-55, listed on Sheet 29)

	<u>Caused By</u>	Amount Dec. 31, 2011 per Audit Report	Amount in 2011 Budget	Amount Resulting from 2011	Balance as at Dec. 31, 2011
1.	Emergency Authorization - *	\$ _____	\$ _____	\$ _____	\$ _____
2.	<u>Operating Deficit</u>	\$ <u>1,097.62</u>	\$ <u>1,097.62</u>	\$ _____	\$ _____
3.	_____	\$ _____	\$ _____	\$ _____	\$ _____
4.	_____	\$ _____	\$ _____	\$ _____	\$ _____
5.	_____	\$ _____	\$ _____	\$ _____	\$ _____
6.	_____	\$ _____	\$ _____	\$ _____	\$ _____
7.	_____	\$ _____	\$ _____	\$ _____	\$ _____
8.	_____	\$ _____	\$ _____	\$ _____	\$ _____
9.	_____	\$ _____	\$ _____	\$ _____	\$ _____
10.	_____	\$ _____	\$ _____	\$ _____	\$ _____

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

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

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

## **JUDGEMENTS ENTERED AGAINST MUNICIPALITY AND NOT SATISFIED**

N/A

	<u>In favor of</u>	<u>On Account of</u>	<u>Date Entered</u>	<u>Amount</u>	Appropriated for in Budget of Year 2012
1.	_____	_____	_____	\$ _____	_____
2.	_____	_____	_____	\$ _____	_____
3.	_____	_____	_____	\$ _____	_____
4.	_____	_____	_____	\$ _____	_____



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

## **SEWER UTILITY ASSESSMENT BONDS**

Source	Debit	Credit	2012 Debt Service
Outstanding, January 1, 2011	XXXXXXXX		
Issued	XXXXXXXX		
Paid		XXXXXXXX	
Outstanding, December 31, 2011		XXXXXXXX	

## **2012 Bond Maturities - Assessment Bonds**

2012 Interest on Bonds *			
--------------------------	--	--	--

## **UTILITY CAPITAL BONDS**

Outstanding, January 1, 2011	XXXXXXXX		
Issued	XXXXXXXX		
Paid		XXXXXXXX	
Matured			
Outstanding, December 31, 2011		XXXXXXXX	

## **2012 Bond Maturities - Capital Bonds**

2012 Interest on Bonds *	\$		\$
--------------------------	----	--	----

## **INTEREST ON BONDS - UTILITY BUDGET**

2012 Interest on Bonds (*Items)	\$	
Less: Interest Accrued to 12/31/2011 (Trial Balance)	\$	
Subtotal	\$	
Add: Interest to be Accrued as of 12/31/2012	\$	
Required Appropriation 2012		\$

## **LIST OF BONDS ISSUED DURING 2011 - N/A**

Purpose	2012 Maturity	Amount Issued	Date of Issue	Interest Rate



## DEBT SERVICE FOR SEWER WEST UTILITY NOTES (OTHER THAN SEWER WEST UTILITY ASSESSMENT NOTES)

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue *	Amount of Note Outstanding Dec. 31, 2011	Date of Maturity	Rate of Interest	2012 Budget Requirement		
						For Principal	For Interest **	
1.								
2.								
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 2009 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2012 or written intent of permanent financing submitted with statement.

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

INTEREST ON NOTES - SEWER WEST UTILITY BUDGET	
2012 Interest on Notes	\$ -
Less: Interest Accrued to 12/31/2011 (Trial Balance)	\$ -
Subtotal	\$ -
Add: Interest to be Accrued as of 12/31/2012	\$ -
Required Appropriation - 2012	\$ -

(Do not crowd - add additional sheets)



## DEBT SERVICE FOR SEWER WEST UTILITY ASSESSMENT NOTES

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue *	Amount of Note Outstanding Dec. 31, 2011	Date of Maturity	Rate of Interest	2012 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
11.								
12.								
13.								
14.								
15.								

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

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

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

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

(Do not crowd - add additional sheets)



**SCHEDULE OF SEWER WEST UTILITY CAPITAL LEASE PROGRAM OBLIGATIONS**

Purpose	Amount of Lease Obligation Outstanding 2011	2012 Budget Requirement	
		For Principal	For Interest/Fees
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
Total			

80051-01

80051-02

(Do not crowd - add additional sheets)



# SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (SEWER WEST CAPITAL FUND)

IMPROVEMENTS  Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2011		2011 Authorizations		Paid or Charged	Authorizations Canceled	Balance - December 31, 2011	
	Funded	Unfunded	Capital Improvement Fund	Deferred Charges to Future Revenue			Funded	Unfunded
Total	70000-							

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



SEWER WEST UTILITY CAPITAL FUND

**SCHEDULE OF CAPITAL IMPROVEMENT FUND**

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

SEWER WEST UTILITY CAPITAL FUND  
**SCHEDULE OF DOWN PAYMENT ON IMPROVEMENTS - N/A**

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

\* The full amount of the 2011 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.



**UTILITIES ONLY**[illegible]

**SEWER WEST UTILITY CAPITAL FUND**  
**STATEMENT OF CAPITAL SURPLUS - N/A**  
**YEAR - 2011**

	Debit	Credit
Balance January 1, 2011	XXXXXXXXXX	
Premium on Bond Sale And Note Sale	XXXXXXXXXX	
Funded Improvement Authorizations Canceled	XXXXXXXXXX	
Appropriated to Finance Improvement Authorizations		XXXXXXXXXX
Appropriated to 2011 Budget Revenue		XXXXXXXXXX
Balance December 31, 2011		XXXXXXXXXX



# INSTRUCTIONS IN PREPARATION OF ANNUAL FINANCIAL STATEMENT OF 2011

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

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

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

## INDEX

1, 1a & 1b.	Certification and Affidavit
1c.	Municipal Budget Local Examination Certification
1d.	Report of Federal and State Financial Assistance Expenditures of Awards
2.	Instructions and Certification
3, 3a & 3b.	Trial Balance - Current Fund
4.	Trial Balance - Public Assistance Fund
5.	Trial Balance - Federal and State Funds
6 & 6b.	Trial Balance - Trust Funds / Schedule of Trust Fund Reserves
6a.	Municipal Public Defender Certification - P.L. 1997, C. 256
7.	Analysis of Trust Assessment Cash and Investments Pledged to Liabilities and Surplus
8.	Trial Balance - Capital Fund
9 & 9a.	Cash Reconciliation
10.	Federal and State Grants Receivable
11 & 11a.	Appropriated Reserves for Federal and State Grants
12.	Unappropriated Reserves for Federal and State Grants
13.	Local District School Tax - Municipal Open Space Tax
14.	Regional School Tax - Regional High School Tax
15.	County Taxes Payable - Special District Taxes
16.	Reserves for State and Federal Aid for Library Services
17 & 17a.	General Budget Revenues
17.	Allocation of Current Tax Collections
18.	General Budget Appropriations
18.	Emergency Appropriations for Local District School Purposes
19.	Results of 2011 Operation - Current Fund
20.	Schedule of Miscellaneous Revenues Not Anticipated
21.	Surplus Account and Analysis of Balance
22.	Current Tax Levy
22a.	Accelerated Tax Sale/Tax Levy Sale Chapter 99 To Calculate Underlying Tax Collection Rate for 2011
23.	Due from/to State of New Jersey for Senior Citizens and Veterans Deductions
24	Reserve for Tax Appeals Pending (N.J.S.A. 54:3-37)
25.	Municipal Budget - Computation of "Reserve for Uncollected Taxes" and "Amount to be Raised by Taxation"
25a.	Accelerated Tax Sale - Chapter 99. Calculation to Utilize Proceeds in Current Budget as Deduction to Reserve for Uncollected Taxes Appropriation
26.	Delinquent Taxes and Tax Title Liens
27.	Foreclosed Property; Contract Sales; Mortgage Sales
28.	Deferred Charges and List of Judgments - Current
29.	Emergency - Tax Map; Revaluation; Master Plan; Revisions and Codification of Ordinance; Drainage Maps for Flood Control; Preliminary Studies, etc. for Sanitary Sewer Systems, Municipal Consolidation Act; Flood or Hurricane Damage
30.	Emergency - Damage to Roads and Bridges by Snow, Ice, etc.; Public Exigencies Caused by Civil Disturbances
31 & 31a.	Summary Statement of Debt Service Requirements - Municipal (or County)
32.	Summary Statement of Debt Service Requirements - School - Type 1 and Current
33.	Debt Service for Notes (Other than Assessment Notes)
34 & 34a.	Debt Service for Assessment Notes / Schedule of Capital Lease Program Obligations
35 & 35a.	Improvement Authorizations
36.	Capital Improvement Fund
37.	Down Payment
37.	Capital Improvements Authorized in 2011
38.	General Capital Surplus, Bond Covenants
39.	Required Information (N.J.S.A. 52:27BB-55 as amended by Chap. 211, P.L. 1981)
UTILITIES ONLY	
Instructions	
40.	Trial Balance - Utility Fund
41 & 55.	Trial Balance - Utility Assessment Trust Funds
42 & 56.	Analysis of Utility Assessment Trust Cash and Investments Pledged to Liabilities and Surplus
43 & 57.	Utility Revenues and Appropriations
44 & 58.	2011 Utility Operations
45 & 59.	Results of Operation, Operating Surplus and Analysis
46 & 60.	Utility Accounts Receivable; Utility Liens
47 & 61.	Deferred Charges and List of Judgments - Utility
48 & 62.	Summary Statement of Debt Service Requirements
49 & 63.	Summary Statement of Loan Requirements
49a & 63a.	Debt Service for Utility Notes (Other than Utility Assessment Notes)
50 & 64.	Debt Service for Utility Notes
51 & 65.	Schedule of Capital Lease Program Obligations
51a & 65a.	Improvement Authorizations (Utility Capital)
52 & 66.	Capital Improvement Fund and Down Payments
53 & 67.	Utility Capital Improvements Authorized in 2011; Utility Capital Surplus
54 & 68.	