

ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2016 (UNAUDITED)

POPULATION LAST CENSUS	5,801
NET VALUATION TAXABLE 2016	1,666,087,434.00
MUNICODE	1821

FIVE DOLLAR PER DAY PENALTY IF NOT FILED BY:
COUNTIES - JANUARY 26, 2017
MUNICIPALITIES - FEBRUARY 10, 2017

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

Borough of Watchung County of Somerset

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

	Date	Examined By:	
1			Preliminary Check
2			Examined

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

Signature: 

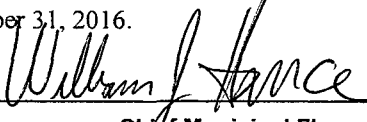
Name and Title: Robert W. Swisher, R.M.A.

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

REQUIRED CERTIFICATION BY CHIEF FINANCIAL OFFICER:

I hereby certify that I am responsible for filing this verified Annual Financial Statement, which I have not prepared and information required also included herein and that this Statement is an exact copy of the original on file with the clerk of the governing body, that all calculations, extensions and additions are correct, that no transfers have been made to or from emergency appropriations and all statements contained herein 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, William J. Hance, am the Chief Financial Officer, License # 431, of the Borough of Watchung County: Somerset and that the statements annexed hereto and made a part hereof are true statements of the financial condition of the Local Unit as at December 31, 2016, 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, 2016.

Signature	<u></u>
Title	<u>Chief Municipal Finance Officer</u>
Address	<u>15 Mountain Boulevard Watchung, New Jersey 07069</u>
Phone #	<u>908-756-0080</u>
Fax #	<u>908-757-7027</u>
Email	<u>bhance@watchungnj.gov</u>

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 analysis included in the accompanying Annual Financial Statement from the books of account and records made available to me by the Borough of Watchung, as of December 31, 2016 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, no matters came to my attention that caused me to believe that the Annual Financial Statement for the year ended 2016 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, 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:

Certified by me:
This 30th day of January, 2017.



(Registered Municipal Accountant)
SUPLEE, CLOONEY & CO.

(Firm Name)
308 EAST BROAD STREET

(Address)
WESTFIELD, N.J. 07090

(Address)
(908) 789-9300

(Phone Number)
info@scnco.com

(Email)
(908) 789-8535

(Fax Number)

MUNICIPAL BUDGET LOCAL EXAMINATION QUALIFICATION CERTIFICATION
BY
CHIEF FINANCIAL OFFICER
GROUP #1 - INELIGIBLE

*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 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 lien sale the previous fiscal year and does not plan to conduct one in the current year.
- 9. The current year budget does not contain a levy or appropriation "CAP" referendum.
- 10. The Municipality will not apply for Transitional Aid for 2017.

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

Chief Financial Officer:

Signature:

Certificate #:

Date:

Not Applicable

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:

Not Applicable

22-6002382
Fed I.D. #
Borough of Watchung
Municipality
Somerset
County

Report of Federal and State Financial Assistance
Expenditures of Awards

Fiscal Year Ending:	<u>December 31, 2016</u>		
	(1) Federal programs Expended (administered by the state)	(2) State Programs Expended	(3) Other Federal Programs Expended
TOTAL	\$ _____	\$ <u>26,261.75</u>	\$ _____

Type of audit required by Federal Uniform Guidance and State of New Jersey OMB 15-08:

☐ Single Audit
☐ Program Specific Audit
☒ Financial Statement Audit Performed in Accordance With
Government Auditing Standards (Yellow Book)
☐ None

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

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

William J. Lance
Signature of Chief Financial Officer

2/10/17
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 Borough of Watchung, County of Somerset during the year 2016 and that sheets 40 to 68 are unnecessary.

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

Name: Robert W. Lh

Title: Registered Municipal Accountant

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

NOTE:

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

MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY AS OF OCTOBER 1, 2016

Certification is hereby made that the Net Valuation Taxable of property liable to taxation for the tax year 2017 and filed with the County Board of Taxation on January 10, 2017 in accordance with the requirements of N.J.S.A. 54:4-35, was in the amount of \$ 1,756,744,611



SIGNATURE OF TAX ASSESSOR

Borough of Watchung

MUNICIPALITY

Somerset

COUNTY

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

POST CLOSING
TRIAL BALANCE - CURRENT FUND

AS AT DECEMBER 31, 2016

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

Title of Account	Debit	Credit
CASH - TREASURER	\$4,893,744.65	
CHANGE FUNDS & PETTY CASH	250.00	
	\$4,893,994.65	
DUE STATE OF NEW JERSEY - SENIOR CITIZENS AND VETERANS	4,149.79	
TAXES RECEIVABLE	167,697.66	
TAX TITLE LIENS RECEIVABLE	12,713.09	
REVENUE ACCOUNTS RECEIVABLE	18,232.52	
INTERFUNDS:		
ASSESSMENT TRUST FUND		\$204,582.91
TRUST OTHER FUND: DEVELOPERS ESCROW	391.17	
GENERAL CAPITAL FUND	9,600.00	
DEFERRED CHARGES - EMERGENCY	106,306.06	
APPROPRIATION RESERVES		656,788.55
ACCOUNTS PAYABLE		342,323.12
PREPAID TAXES		483,009.67
TAX OVERPAYMENTS		2,216.05
RESERVE FOR:		
DUE STATE OF N.J. - DCA		2,834.00
TAX APPEALS		17,848.91
PREPAID LICENSES		650.00
SEWER EMERGENCY		24,105.57
TAX PREMIUMS & OUTSIDE LIENS		365,178.43
LOCAL SCHOOL TAXES PAYABLE		2,966.24
		\$2,102,503.45 C
RESERVE FOR RECEIVABLES		208,634.44
FUND BALANCE		2,901,947.05
	\$5,213,084.94	\$5,213,084.94

(Do not crowd - add additional sheets)

POST CLOSING
TRIAL BALANCE - PUBLIC ASSISTANCE FUND

ACCOUNTS #1 AND #2*
AS AT DECEMBER 31, 2016

Not Applicable

[illegible]

(Do not crowd - add additional sheets)

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

POST CLOSING TRIAL BALANCE FEDERAL AND STATE GRANTS

AS AT DECEMBER 31, 2016

[illegible]

(Do not crowd - add additional sheets)

(Assessment Section Must Be Separately Stated)

[illegible]

Sheet 6

(Assessment Section Must Be Separately Stated)

AS AT DECEMBER 31, 2016

[illegible]

(Do not crowd - add additional sheets)

MUNICIPAL PUBLIC DEFENDER CERTIFICATION

Public Law 1997, C. 256

Municipal Public Defender Expended Prior Year 2015:.....	(1)	\$	6,000.00
			<u>x 25%</u>
	(2)	\$	1,500.00

Municipal Public Defender Trust Cash Balance December 31, 2016:.....	(3)	\$	<u>14,538.42</u>
--	-----	----	------------------

Note: If the 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 service of a municipal public defender, the amount in excess of the amount expended shall be forwarded to the Criminal Disposition and Review Collection Fund administered by the Victims of Crime Compensation Board.

Amount in excess of the amount expended: 3 - (1 + 2) =.....	\$	<u>7,038.42</u>
---	----	-----------------

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

Chief Financial Officer:

William J. Hance

Signature:

William J. Hance

Certificate #:

#431

Date:

2/10/17

Schedule of Trust Fund Reserves

<u>Purpose</u>	<u>Amount</u> <u>December 31,</u> <u>2015 per</u> <u>Audit Report</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>as at</u> <u>December 31,</u> <u>2016</u>
1. Donations	\$ 29,041.80	\$ 1,750.00	\$ 6,558.00	\$ 24,233.80
2. Tax Premiums	4,300.00		4,300.00	
3. POAA	985.95	17,588.35	17,517.35	1,056.95
4. Due State of NJ - Marriage Licenses	50.00	743.00	631.00	162.00
5. Fire Safety Penalties	46,234.64	11,575.00	3,525.00	54,284.64
6. Fire Dept. Penalties	1,625.00	125.00		1,750.00
7. Sidewalk Fund	31,463.40			31,463.40
8. Public Defender	11,993.42	8,545.00	6,000.00	14,538.42
9. Tree Fund	2,672.25	4,800.00	1,800.00	5,672.25
10. Ness Property Clean-Up	304,316.02	10,949.67	8,918.75	306,346.94
11. Accumulated Sick and Vacation	15,824.39			15,824.39
12. Police Outside Overtime	48,432.81	510,726.39	527,667.39	31,491.81
13. Open Space Deposits	89,011.75	346,349.60	380,000.00	55,361.35
14. State Unemployment	87,049.79	12,017.67		99,067.46
15. Recreation	25,923.93	26,486.40	30,657.00	21,753.33
16. Law Enforcement Trust Fund	4,029.12	4,642.50	3,900.00	4,771.62
17. Developers Deposits	692,232.11	169,277.13	119,045.91	742,463.33
18. Payroll Deduction	3,388.56	6,580,817.22	6,584,205.78	
19. Affordable Housing	934,108.56	176,080.52	36,203.17	1,073,985.91
20. Law Enforcement Trust Fund - Federal	2,281.83	12.22		2,294.05
21.				
22.				
23.				
24.				
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40.				
41.				
42.				
43.				
44.				
45.				
Totals:	\$ 2,334,965.33	\$ 7,882,485.67	\$ 7,730,929.35	\$ 2,486,521.65

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

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2015	RECEIPTS					Disbursements	Balance Dec. 31, 2016
		Assessments and Liens	Current Budget	Miscellaneous				
Assessment Bond & Loan Issues:	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx
NJEIT Loans		\$94,925.65						\$94,925.65
Assessment Bond Anticipation Note Issues:	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx
Due Current Fund	(\$62,111.30)			\$88,720.40			\$231,192.01	(204,582.91)
Due General Capital Fund	328,735.67	136,266.36					413,428.41	51,573.62
Trust Surplus	58,083.64							58,083.64
*Less Assets "Unfinanced"	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx	xxxxxx
Totals	\$324,708.01	\$231,192.01		\$88,720.40			\$644,620.42	\$0.00

POST CLOSING
TRIAL BALANCE - GENERAL CAPITAL FUND

AS AT DECEMBER 31, 2016

[illegible]

(Do not crowd - add additional sheets)

CASH RECONCILIATION DECEMBER 31, 2016

	Cash		Less Checks Outstanding	Cash Book Balance
	*On Hand	On Deposit		
Current		\$5,118,084.73	\$224,340.08	\$4,893,744.65
Grant		193,178.93		193,178.93
Trust - Assessment				
Trust - Animal Control		5,749.95		5,749.95
Trust - Other		2,497,527.18	5,765.71	2,491,761.47
Capital - General		846,799.75	25,345.80	821,453.95
Total		\$8,661,340.54	\$255,451.59	\$8,405,888.95

*Includes Deposits in Transit

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

REQUIRED CERTIFICATION

I hereby certify that all amounts shown in the "Cash on Deposit" column on Sheet 9, 9(a) & 9(b) have been verified with the applicable bank statements, certificates, agreements or passbooks at December 31, 2016.

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, 2016.

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: Rahat W. Khan

Title: **Registered Municipal Accountant**

CASH RECONCILIATION DECEMBER 31, 2016 (Continued)

LIST BANKS AND AMOUNTS SUPPORTING "CASH ON DEPOSIT"

[illegible]

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, 2016	2016 Budget Revenue Realized	Received	Unappropriated Applied	Canceled		Balance Dec. 31, 2016
Clean Communities		\$17,462.44	\$17,462.44				
Safe & Secure	\$58,500.00	60,000.00	45,000.00				\$73,500.00
Recycling Tonnage Grant		21,023.74	20,023.74	\$1,000.00			
NJ Body Armor		2,905.96	2,905.96				
Alcohol Education Rehabilitation		785.61	785.61				
Somerset County Youth Services		5,000.00	5,000.00				
Click It or Ticket		1,980.30	1,980.30				
Total	\$58,500.00	\$109,158.05	\$93,158.05	\$1,000.00			\$73,500.00

SCHEDULE OF APPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Grant	Balance Jan. 1, 2016	Transferred from 2016 Budget Appropriations		Transferred From Accounts Payable	Expended	Accounts Payable	Canceled	Balance Dec. 31, 2016
		Budget	Appropriation By 40A:4-87					
Safe and Secure Communities & Match	\$67,000.00	\$187,000.00			\$120,000.00			\$134,000.00
Green Communities Program & Match	3,000.00							\$3,000.00
Click It or Ticket	6,375.00		\$1,980.30		6,375.00			1,980.30
Body Armor Replacement Fund	7,027.27		2,905.96		1,805.40			8,127.83
Somerset County Youth Services	1,369.18		5,000.00		(617.44)			6,986.62
Alcohol Education Rehabilitation Fund	6,734.39		\$785.61					7,520.00
Drunk Driving Enforcement Fund	3,358.22			(\$244.38)	235.00			2,878.84
All Hazards Emergency Oper. Planning Program	591.80							591.80
Recycling Tonnage Grant	31,819.95		21,023.74		10,295.98			42,547.71
Clean Communities	48,645.00		17,462.44		7,305.99			58,801.45
Total	\$175,920.81	\$187,000.00	\$49,158.05	(\$244.38)	\$145,399.93			\$266,434.55

Sheet 12

Grant	Balance Jan. 1, 2016	Transferred to 2016 Budget Appropriations		Received	Applied to Receivable			Balance Dec. 31, 2016
		Budget	Appropriation By 40A:4-87					
Recycling Tonnage Grant	\$1,000.00				\$1,000.00			
Total	\$1,000.00				\$1,000.00			

* LOCAL DISTRICT SCHOOL TAX

		Debit	Credit
Balance January 1, 2016		xxxxxxx	xxxxxxx
School Tax Payable #	85001-00	xxxxxxx	\$30,523.74
School Tax Deferred			
(Not in excess of 50% of Levy - 2015 - 2016)	85002-00	xxxxxxx	
Levy School Year July 1, 2016 - June 30, 2017		xxxxxxx	
Levy Calendar Year 2016		xxxxxxx	12,635,781.00
Paid		\$12,663,338.50	xxxxxxx
Balance December 31, 2016		xxxxxxx	xxxxxxx
School Tax Payable #	85003-00	2,966.24	xxxxxxx
School Tax Deferred			
(Not in excess of 50% of Levy - 2016 - 2017)	85004-00		xxxxxxx
* Not including Type I school debt service, emergency authorizations - schools, transfer to Board of Education for use of local schools.		\$12,666,304.74	\$12,666,304.74
# Must include unpaid requisitions.			

MUNICIPAL OPEN SPACE TAX

		Debit	Credit
Balance January 1, 2016	85045-00	xxxxxxx	\$89,011.75
2016 Levy	85105-00	xxxxxxx	344,997.71
2016 Levy Added		xxxxxxx	880.25
Prior Year Levy Added		xxxxxxx	
Receipts		xxxxxxx	471.64
Expenditures		\$380,000.00	xxxxxxx
			xxxxxxx
			xxxxxxx
Balance December 31, 2016	85046-00	55,361.35	xxxxxxx
		\$435,361.35	\$435,361.35

REGIONAL SCHOOL TAX

(Provide a separate statement for each Regional District involved)

NOT APPLICABLE

		Debit	Credit
Balance January 1, 2016		xxxxxxxx	xxxxxxxx
School Tax Payable #	85031-00	xxxxxxxx	
School Tax Deferred (Not in excess of 50% of Levy - 2015 - 2016)	85032-00	xxxxxxxx	
Levy School Year July 1, 2016 - June 30, 2017		xxxxxxxx	
Levy Calendar Year 2016		xxxxxxxx	
Paid			xxxxxxxx
Balance December 31, 2016		xxxxxxxx	xxxxxxxx
School Tax Payable #	85033-00		xxxxxxxx
School Tax Deferred (Not in excess of 50% of Levy - 2016 - 2017)	85034-00		xxxxxxxx
# Must include unpaid requisitions.			

REGIONAL HIGH SCHOOL TAX

		Debit	Credit
Balance January 1, 2016		xxxxxxxx	xxxxxxxx
School Tax Payable #	85041-00	xxxxxxxx	
School Tax Deferred (Not in excess of 50% of Levy - 2015 - 2016)	85042-00	xxxxxxxx	
Levy School Year July 1, 2016 - June 30, 2017		xxxxxxxx	
Levy Calendar Year 2016		xxxxxxxx	\$6,317,950.00
Paid		\$6,317,950.00	xxxxxxxx
Balance December 31, 2016		xxxxxxxx	xxxxxxxx
School Tax Payable #	85043-00		xxxxxxxx
School Tax Deferred (Not in excess of 50% of Levy - 2016 - 2017)	85044-00		xxxxxxxx
# Must include unpaid requisitions.		\$6,317,950.00	\$6,317,950.00

COUNTY TAXES PAYABLE

		Debit	Credit
Balance January 1, 2016		xxxxxxxx	xxxxxxxx
County Taxes	80003-01	xxxxxxxx	
Due County for Added and Omitted Taxes	80003-02	xxxxxxxx	
2016 Levy:		xxxxxxxx	xxxxxxxx
General County	80003-03	xxxxxxxx	\$5,515,055.98
County Library	80003-04	xxxxxxxx	812,895.60
County Health		xxxxxxxx	
County Open Space Preservation		xxxxxxxx	517,740.80
Due County for Added and Omitted Taxes	80003-05	xxxxxxxx	17,564.46
Paid		\$6,863,256.84	xxxxxxxx
Balance December 31, 2016		xxxxxxxx	xxxxxxxx
County Taxes			xxxxxxxx
Due County for Added and Omitted Taxes			xxxxxxxx
		\$6,863,256.84	\$6,863,256.84

SPECIAL DISTRICT TAXES

			Debit	Credit
Balance January 1, 2016	80003-06		xxxxxxxx	
2016 Levy: (List Each Type of District Tax Separately - see Footnote)			xxxxxxxx	xxxxxxxx
Fire -	81108-00		xxxxxxxx	xxxxxxxx
Sewer -	81111-00		xxxxxxxx	xxxxxxxx
Water -	81112-00		xxxxxxxx	xxxxxxxx
Garbage -	81109-00		xxxxxxxx	xxxxxxxx
Municipal Open Space -	81105-00	\$344,997.71	xxxxxxxx	xxxxxxxx
Municipal Open Space - Added		880.25	xxxxxxxx	xxxxxxxx
Total 2016 Levy	80003-07		xxxxxxxx	\$345,877.96
Paid	80003-08		\$345,877.96	xxxxxxxx
Balance December 31, 2016	80003-09			xxxxxxxx
Footnote: Please state the number of districts in each instance.			\$345,877.96	\$345,877.96

STATE LIBRARY AID

RESERVE FOR MAINTENANCE OF FREE PUBLIC LIBRARY WITH STATE AID

NOT APPLICABLE

		Debit	Credit
Balance January 1, 2016	80004-01	xxxxxxxxx	
State Library Aid Received in 2016	80004-02	xxxxxxxxx	
Expended	80004-09		xxxxxxxxx
Balance December 31, 2016	80004-10		

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

NOT APPLICABLE

		Debit	Credit
Balance January 1, 2016	80004-03	xxxxxxxxx	
State Library Aid Received in 2016	80004-04	xxxxxxxxx	
Expended	80004-11		xxxxxxxxx
Balance December 31, 2016	80004-12		

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

NOT APPLICABLE

		Debit	Credit
Balance January 1, 2016	80004-05	xxxxxxxxx	
State Library Aid Received in 2016	80004-06	xxxxxxxxx	
Expended	80004-13		xxxxxxxxx
Balance December 31, 2016	80004-14		

RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

NOT APPLICABLE

		Debit	Credit
Balance January 1, 2016	80004-07	xxxxxxxxx	
State Library Aid Received in 2016	80004-08	xxxxxxxxx	
Expended	80004-15		xxxxxxxxx
Balance December 31, 2016	80004-16		

STATEMENT OF GENERAL BUDGET REVENUES 2016

Source	Budget -01	Realized -02	Excess or (Deficit) * -03
Surplus Anticipated 80101-	\$800,000.00	\$800,000.00	
Surplus Anticipated with Prior Written Consent of Director of Local Government 80102-			
Miscellaneous Revenue Anticipated			xxxxxxxx
Adopted Budget	3,215,392.00	3,298,184.00	\$82,792.00
Added by N.J. S. 40A:4-87: (List on 17a)	49,158.05	49,158.05	xxxxxxxx
Total Miscellaneous Revenue Anticipated 80103-	\$3,264,550.05	\$3,347,342.05	\$82,792.00
Receipts from Delinquent Taxes 80104-	250,000.00	287,295.82	37,295.82
Amount to be Raised by Taxation:	xxxxxxxx	xxxxxxxx	xxxxxxxx
(a) Local Tax for Municipal Purposes 80105-	9,912,899.00	xxxxxxxx	xxxxxxxx
(b) Addition to Local District School Tax 80106-		xxxxxxxx	xxxxxxxx
Total Amount to be Raised by Taxation 80107-	9,912,899.00	10,337,797.85	424,898.85
	\$14,227,449.05	\$14,772,435.72	\$544,986.67

ALLOCATION OF CURRENT TAX COLLECTIONS

	Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22) 80108-00	xxxxxxxx	\$35,985,663.65
Amount to be Raised by Taxation	xxxxxxxx	xxxxxxxx
Local District School Tax 80109-00	\$12,635,781.00	xxxxxxxx
Municipal Open Space Tax	345,877.96	xxxxxxxx
Regional School Tax 80119-00		xxxxxxxx
Regional High School Tax 80110-00	6,317,950.00	xxxxxxxx
County Taxes 80111-00	6,845,692.38	xxxxxxxx
Due County for Added and Omitted Taxes 80112-00	17,564.46	xxxxxxxx
Special District Taxes - Fire 80113-00		xxxxxxxx
Reserve for Uncollected Taxes 80114-00	xxxxxxxx	515,000.00
Deficit in Required Collection of Current Taxes (or) 80115-00	xxxxxxxx	
Balance for Support of Municipal Budget (or) 80116-00	10,337,797.85	xxxxxxxx
* Excess Non-Budget Revenue (see footnote) 80117-00		xxxxxxxx
* Deficit Non-Budget Revenue (see footnote) 80118-00	xxxxxxxx	
* These items are applicable only when there is no "Amount to be Raised by Taxation" in the "Budget" column of the statement at the top of this sheet. In such instances, any excess or deficit in the above allocation would apply to "Non-Budget Revenue" only.	\$36,500,663.65	\$36,500,663.65

(Continued)

Source	Budget	Realized	Excess or Deficit
Clean Communities	\$17,462.44	\$17,462.44	
Recycling Tonnage Grant	21,023.74	21,023.74	
NJ Body Armor	2,905.96	2,905.96	
Alcohol Education Rehabilitation	785.61	785.61	
Somerset County Youth Service	5,000.00	5,000.00	
Click it or Ticket	1,980.30	1,980.30	
Total To Sheet 17	\$49,158.05	\$49,158.05	

CFO Signature:

Sheet 17a

STATEMENT OF GENERAL BUDGET APPROPRIATIONS 2016

2016 Budget as Adopted	80012-01	\$14,178,291.00
2016 Budget - Added by N.J.S. 40A:4-87	80012-02	49,158.05
Appropriated for 2016 (Budget Statement Item 9)	80012-03	14,227,449.05
Appropriated for 2016 by Emergency Appropriation (Budget Statement Item 9)	80012-04	106,396.06
Total General Appropriations (Budget Statement Item 9)	80012-05	14,333,845.11
Add: Overexpenditures (see footnote)	80012-06	
Total Appropriations and Overexpenditures	80012-07	14,333,845.11
Deduct Expenditures:		
Paid or Charged [Budget Statement Item (L)]	80012-08	\$13,089,673.69
Paid or Charged - Reserve for Uncollected Taxes	80012-09	515,000.00
Reserved	80012-10	656,788.55
Total Expenditures	80012-11	14,261,462.24
Unexpended Balances Canceled (see footnote)	80012-12	\$72,382.87

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)

NOT APPLICABLE

2016 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 2016 OPERATION

CURRENT FUND

		Debit	Credit
Excess of Anticipated Revenues:		xxxxxxxxx	xxxxxxxxx
Miscellaneous Revenues Anticipated	80013-01	xxxxxxxxx	\$82,792.00
Delinquent Tax Collections	80013-02	xxxxxxxxx	37,295.82
		xxxxxxxxx	
Required Collection of Current Taxes	80013-03	xxxxxxxxx	424,898.85
Unexpended Balances of 2016 Budget Appropriations	80013-04	xxxxxxxxx	72,382.87
Miscellaneous Revenue Not Anticipated	81113-	xxxxxxxxx	344,677.02
Miscellaneous Revenue Not Anticipated: Proceeds of Sale of Foreclosed Property (Sheet 27)	81114-	xxxxxxxxx	
Payments in Lieu of Taxes on Real Property	81120-	xxxxxxxxx	
Prepaid School Tax Applied		xxxxxxxxx	
Unexpended Balances of 2015 Approp. Reserves	80013-05	xxxxxxxxx	301,101.95
Prior Years Interfunds Returned in 2016	80013-06	xxxxxxxxx	
Accounts Payable Canceled		xxxxxxxxx	3,257.68
		xxxxxxxxx	
		xxxxxxxxx	
Deferred School Tax Revenue (See School Taxes, Sheets 13 & 14)		xxxxxxxxx	xxxxxxxxx
Balance January 1, 2016	80013-07		xxxxxxxxx
Balance December 31, 2016	80013-08	xxxxxxxxx	
Deficit in Anticipated Revenues:		xxxxxxxxx	xxxxxxxxx
Miscellaneous Revenues Anticipated	80013-09		xxxxxxxxx
Delinquent Tax Collections	80013-10		xxxxxxxxx
			xxxxxxxxx
Required Collection of Current Taxes	80013-11		xxxxxxxxx
Interfund Advances Originating in 2016	80013-12	\$9,991.17	xxxxxxxxx
Refund of Prior Revenue			xxxxxxxxx
			xxxxxxxxx
			xxxxxxxxx
Deficit Balance - To Trial Balance (Sheet 3)	80013-13	xxxxxxxxx	
Surplus Balance - To Surplus (Sheet 21)	80013-14	1,256,415.02	xxxxxxxxx
		\$1,266,406.19	\$1,266,406.19

**SCHEDULE OF MISCELLANEOUS REVENUES
NOT ANTICIPATED**

Source	Amount Realized
Cable TV Franchise Fee	\$98,688.69
Police Outside Overtime Administrative Fees	62,947.14
FEMA Aid	115,604.98
EIT Loan Credits	15,745.83
Senior Citizens & Veterans Administrative Fees	685.00
Other Miscellaneous	21,943.15
Library	6,629.00
Bulk Pickup Fees	9,780.00
Collector	12,653.23
Total Amount of Miscellaneous Revenues Not Anticipated (Sheet 19)	\$344,677.02

**SURPLUS - CURRENT FUND
YEAR 2016**

		Debit	Credit
1. Balance January 1, 2016	80014-01	xxxxxxxx	\$2,445,532.03
2.		xxxxxxxx	
3. Excess Resulting from 2016 Operations	80014-02	xxxxxxxx	1,256,415.02
4. Amount Appropriated in the 2016 Budget - Cash	80014-03	\$800,000.00	xxxxxxxx
5. Amount Appropriated in 2016 Budget - with Prior Writ- ten Consent of Director of Local Government Services	80014-04		xxxxxxxx
6.			xxxxxxxx
7. Balance December 31, 2016	80014-05	2,901,947.05	xxxxxxxx
		\$3,701,947.05	\$3,701,947.05

**ANALYSIS OF BALANCE DECEMBER 31, 2016
(FROM CURRENT FUND - TRIAL BALANCE)**

Cash	80014-06	\$4,893,994.65
Investments	80014-07	
Sub-Total		\$4,893,994.65
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08	2,102,503.45
Cash Surplus	80014-09	\$2,791,491.20
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	\$4,149.79
Deferred Charges #	80014-12	106,306.06
Cash Deficit #	80014-13	
Total Other Assets	80014-14	110,455.85
* IN THE CASE OF A "DEFICIT IN CASH SURPLUS", "OTHER ASSETS WOULD ALSO BE PLEDGED TO CASH LIABILITIES. # MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2017 BUDGET. (1) MAY BE ALLOWED UNDER CERTAIN CONDITIONS.	80014-15	\$2,901,947.05

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

(FOR MUNICIPALITIES ONLY)

CURRENT TAXES - 2016 LEVY

1. Amount of Levy as per Duplicate (Analysis) or (Abstract of Ratables)	82101-00	\$	36,069,510.31
	82113-00	\$	
2. Amount of Levy Special District Taxes	82102-00	\$	
3. Amount Levied for Omitted Taxes under N.J.S.A. 54:4-63.12 et seq.	82103-00	\$	
4. Amount Levied for Added Taxes under N.J.S.A. 54:4-63.1 et seq.	82104-00	\$	92,064.09
5a. Subtotal 2016 Levy		\$	36,161,574.40
5b. Reductions due to tax appeals**		\$	
5c. Total 2016 Levy	82106-00	\$	36,161,574.40
6. Transferred to Tax Title Liens	82107-00	\$	8,200.03
7. Transferred to Foreclosed Property	82108-00	\$	
8. Remitted, Abated or Canceled	82109-00	\$	13.06
9. Discount Allowed	82110-00	\$	
10. Collected in Cash: In 2015	82121-00	\$	379,197.16
In 2016 *	82122-00	\$	35,335,923.88
Homestead Benefit Credit		\$	235,792.61
State's Share of 2016 Senior Citizens and Veteran's Deductions Allowed	82123-00	\$	34,750.00
Total to Line 14	82111-00	\$	35,985,663.65
11. Total Credits		\$	35,993,876.74
12. Amount Outstanding December 31, 2016	83120-00	\$	167,697.66
13. Percentage of Cash Collections to Total 2016 Levy, (Item 10 divided by Item 5) is	82112-00	%	99.51%

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	\$	35,985,663.65
Less: Reserve for Tax Appeals Pending State Division of Tax Appeals	\$	
To Current Taxes Realized in Cash (Sheet 17)	\$	35,985,663.65

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 / \$1,500,000.00, or .699985. Then correct percentage to
be shown as Item 13 is 69.99% and not 70.00%, nor 69.999%

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

* Include overpayments applied as part of 2016 collections.

** Tax appeals pursuant to RS 54:3-21 et seq and/or RS 54:48-1 approved by resolution of the governing body prior to
introduction of municipal budget. (NJSA 40A:4-41)

ACCELERATED TAX SALE / TAX LEVY SALE - CHAPTER 99

To Calculate Underlying Tax Collection Rate For 2016

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

NOT APPLICABLE

(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 2016 Tax Levy.....	\$	_____
Percentage of Collection Excluding Accelerated Tax Sale Proceeds		
(Net Cash Collected divided by Item 5c) is.....		_____ %

(2) Utilizing Accelerated Tax Levy Sale

Total of Line 10 Collected in Cash (sheet 22).....	\$	_____
LESS: Proceeds from Tax Levy Sale (exluding premium).....		_____
NET Cash Collected.....	\$	_____
Line 5c (sheet 22) Total 2016 Tax Levy.....	\$	_____
Percentage of Collection Excluding Accelerated Tax Levy 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, 2016	xxxxxxxxxx	xxxxxxxxxx
Due From State of New Jersey	\$3,649.79	xxxxxxxxxx
Due To State of New Jersey	xxxxxxxxxx	
2. Sr. Citizens Deductions Per Tax Billings	2,250.00	xxxxxxxxxx
3. Veterans Deductions Per Tax Billings	32,000.00	xxxxxxxxxx
4. Sr.Citizens Deductions Allowed By Tax Collector		xxxxxxxxxx
5. Veterans Deductions Allowed By Tax Collector	500.00	
6.		
7. Sr. Citizens Deductions Disallowed By Tax Collector (Including State Audit)	xxxxxxxxxx	
8. Sr. Citizens Deductions Disallowed By Tax Collector 2015 Taxes	xxxxxxxxxx	
9. Received in Cash from State	xxxxxxxxxx	\$34,250.00
10.		
11.		
12. Balance December 31, 2016	xxxxxxxxxx	xxxxxxxxxx
Due From State of New Jersey	xxxxxxxxxx	4,149.79
Due To State of New Jersey		xxxxxxxxxx
	\$38,399.79	\$38,399.79

Calculation of Amount to be included on Sheet 22, Item 10-
2016 Senior Citizens and Veterans Deductions Allowed

Line 2	<u>2,250.00</u>
Line 3	<u>32,000.00</u>
Line 4	<u> </u>
Line 5	<u>500.00</u>
Sub-Total	<u>34,750.00</u>
Less: Line 7	<u> </u>
To Item 10, Sheet 22	<u>34,750.00</u>

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

			Debit	Credit
Balance January 1, 2016			xxxxxxx	\$17,848.91
Taxes Pending Appeals		\$17,848.91	xxxxxxx	xxxxxxx
Interest Earned on Taxes Pending Appeals			xxxxxxx	xxxxxxx
Contested Amount of 2016 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)			xxxxxxx	
Interest Earned on Taxes Pending State Appeals			xxxxxxx	
2016 Budget Appropriation				
Cash Paid to Appellants (Including 5% Interest from Date of Payment)				xxxxxxx
Closed to Results of Operations (Portion of Appeal won by Municipality, Including Interest)				xxxxxxx
Balance December 31, 2016			\$17,848.91	xxxxxxx
Taxes Pending Appeals *		17,848.91	xxxxxxx	xxxxxxx
Interest Earned on Taxes Pending Appeals			xxxxxxx	xxxxxxx
* Includes State Tax Court and County Board of Taxation Appeals Not Adjusted by December 31, 2016.			\$17,848.91	\$17,848.91

Signature of Tax Collector

License #

Date

**COMPUTATION OF APPROPRIATIONS:
RESERVE FOR UNCOLLECTED TAXES AND
AMOUNT TO BE RAISED BY TAXATION
IN 2017 MUNICIPAL BUDGET**

			YEAR 2017	YEAR 2016
1. Total General Appropriations for 2017 Municipal Budget Statement item 8 (L) (Exclusive of Reserve for Uncollected Taxes)	80015-			xxxxxxxxxx
2. Local District School Tax - Actual	80016-			\$12,635,781.00
School Budget Estimate **	80017-			xxxxxxxxxx
	Actual	80025-		
3. Regional School District Tax - Estimate *	80026-			xxxxxxxxxx
	Actual	80018-		6,317,950.00
4. Regional High School District Tax - Estimate *	80019-			xxxxxxxxxx
	Actual	80020-		6,845,692.38
5. County Tax Estimate *	80021-			xxxxxxxxxx
	Actual	80022-		
6. Special District Taxes Estimate *	80023-			xxxxxxxxxx
	Actual	80027-		344,997.71
7. Municipal Open Space Taxes Estimate *	80028-			xxxxxxxxxx
8. Total General Appropriations & Other Taxes	80024-01			
9. Less: Total Anticipated Revenues from 2017 in Municipal Budget (Item 5)	80024-02			
10. Cash Required from 2017 Taxes to Support Local Municipal Budget and Other Taxes	80024-03			
11. Amount of Item 10 Divided by _____ % (820024-04) Equals Amount to be Raised by Taxation (Percentage used must not exceed the applicable percentage shown by Item 13, Sheet 22)	80024-05			
Analysis of Item 11:				
Local District School Tax (Amount Shown on Line 2 Above)				<p>* May not be stated in an amount less than "actual" Tax of 2016.</p> <p>** 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, 2017 (Chap. 136, P.L. 1978). Consideration must be given to calendar year calculation.</p>
Regional School District Tax (Amount Shown on Line 3 Above)				
Regional High School Tax (Amount Shown on Line 4 Above)				
County Tax (Amount Shown on Line 5 Above)				
Special District Tax (Amount Shown on Line 6 Above)				
Municipal Open Space Tax (Amount Shown on Line 7 Above)				
Tax in Local Municipal Budget				
Total Amount (see Line 11)				
12. Appropriation: Reserve for Uncollected Taxes (Budget Statement, Item 8 (M) (Item 11, Less Item 10)	80024-06			
Computation of "Tax in Local Municipal Budget"				
Item 1 - Total General Appropriations				
Item 12 - Appropriation: Reserve for Uncollected Taxes				
Sub-Total				
Less: Item 9 - Total Anticipated Revenues				
Amount to be Raised by Taxation in Municipal Budget	80024-07			

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

NOT APPLICABLE

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

A. Reserve for Uncollected Taxes (Sheet 25, Item 12) \$ _____

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

C. Times: % of increase of Amount to be
Raised by Taxes over Prior Year _____ %
((2017 Estimated Total Levy - 2016 Total Levy) / 2016 Total Levy)

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

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

2017 Reserve for Uncollected Taxes Appropriation Calculation (Actual)

1. Subtotal General Appropriations (item 8(l) budget sheet 29) \$ _____

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

Total \$ _____

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

4. Cash Required \$ _____

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

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

SCHEDULE OF DELINQUENT TAXES AND TAX TITLE LIENS

			Debit	Credit
1. Balance, January 1, 2016			\$294,767.04	xxxxxxx
A. Taxes	83102-00	\$290,253.98	xxxxxxx	xxxxxxx
B. Tax Title Liens	83103-00	4,513.06	xxxxxxx	xxxxxxx
2. Canceled:			xxxxxxx	xxxxxxxxx
A. Taxes		83105-00	xxxxxxx	\$2,958.16
B. Tax Title Liens		83106-00	xxxxxxx	
3. Transferred to Foreclosed Tax Title Liens:			xxxxxxx	xxxxxxx
A. Taxes		83108-00	xxxxxxx	
B. Tax Title Liens		83109-00	xxxxxxx	
4. Added Taxes			83110-00	xxxxxxx
5. Added Tax Title Liens			83111-00	xxxxxxx
6. Adjustment between Taxes (Other than current year) and Tax Title Liens:			xxxxxxx	xxxxxxx
A. Taxes-Transfers to Tax Title Liens		83104-00	xxxxxxx	(1)
B. Tax Title Liens-Transfers from Taxes		83107-00	(1)	xxxxxxx
7. Balance Before Cash Payments			xxxxxxx	291,808.88
8. Totals			\$294,767.04	\$294,767.04
9. Balance Brought Down			\$291,808.88	xxxxxxx
10. Collected:			xxxxxxx	\$287,295.82
A. Taxes	83116-00	\$287,295.82	xxxxxxx	xxxxxxx
B. Tax Title Liens	83117-00		xxxxxxx	xxxxxxx
11. Interest and Costs - 2016 Tax Sale			83118-00	xxxxxxx
12. 2016 Taxes Transferred to Liens			83119-00	8,200.03
13. 2016 Taxes			83123-00	167,697.66
14. Balance December 31, 2016			xxxxxxx	180,410.75
A. Taxes	83121-00	\$167,697.66	xxxxxxx	xxxxxxx
B. Tax Title Liens	83122-00	12,713.09	xxxxxxx	xxxxxxx
15. Totals			\$467,706.57	\$467,706.57

16. Percentage of Cash Collections to Adjusted Amount Outstanding
(Item No. 10 divided by Item No. 9) is 98.45%

17. Item No. 14 multiplied by percentage shown above is \$177,620.55 and represents the
maximum amount that may be anticipated in 2017. 83125-00

(See Note A on Sheet 22 - Current Taxes)

(1) These amounts will always be the same.

NOT APPLICABLE

		Debit	Credit
1. Balance, January 1, 2016	84101-00		xxxxxxx
2. Foreclosed or Deeded in 2016		xxxxxxx	xxxxxxx
3. Tax Title Liens	84103-00		xxxxxxx
4. Taxes Receivable	84104-00		xxxxxxx
5A.	84102-00		xxxxxxx
5B.	84105-00	xxxxxxx	
6. Adjustment to Assessed Valuation	84106-00		xxxxxxx
7. Adjustment to Assessed Valuation	84107-00	xxxxxxx	
8. Sales		xxxxxxx	xxxxxxx
9. Cash *	84109-00	xxxxxxx	
10. Contract	84110-00	xxxxxxx	
11. Mortgage	84111-00	xxxxxxx	
12. Loss on Sales	84112-00	xxxxxxx	
13. Gain on Sales	84113-00		xxxxxxx
14. Balance December 31, 2016	84114-00	xxxxxxx	

CONTRACT SALES

NOT APPLICABLE

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

MORTGAGE SALES

NOT APPLICABLE

		Debit	Credit
20. Balance January 1, 2016	84120-00		xxxxxxx
21. 2016 Sales from Foreclosed Property	84121-00		xxxxxxx
22. Collected *	84122-00	xxxxxxx	
23.	84123-00	xxxxxxx	
24. Balance December 31, 2016	84124-00	xxxxxxx	

Analysis of Sale of Property:

* Total Cash Collected in 2016

84125-00

Realized in 2016 Budget

To Results of Operations (Sheet 19)

DEFERRED CHARGES

- MANDATORY CHARGES ONLY -

CURRENT, TRUST, AND GENERAL CAPITAL FUNDS

(Do not include the emergency authorizations pursuant to N.J.S. 40A:4-55, N.J.S. 40A:4-55.1 or N.J.S. 40A:4-55.13 listed on Sheets 29 and 30.)

<u>Caused By</u>	Amount Dec. 31, 2015 per Audit <u>Report</u>	Amount in 2016 <u>Budget</u>	Amount Resulting from <u>2016</u>	Balance as at <u>Dec. 31, 2016</u>
1. Emergency Authorizations - Municipal*	\$ _____	\$ _____	\$ 106,306.06	\$ 106,306.06
2. Emergency Authorizations - Schools	\$ _____	\$ _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____	\$ _____	\$ _____
5. _____	\$ _____	\$ _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____	\$ _____	\$ _____
8. _____	\$ _____	\$ _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____	\$ _____	\$ _____

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

NOT APPLICABLE

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. _____	_____	_____	\$ _____

NOT APPLICABLE

JUDGMENTS 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 2017
1. _____	_____	_____	\$ _____	\$ _____
2. _____	_____	_____	\$ _____	\$ _____
3. _____	_____	_____	\$ _____	\$ _____

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, 2015	REDUCED IN 2016		Balance Dec. 31, 2016
						By 2016 Budget	Canceled by Resolution	
Totals								

80025-00

80026-00

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

Chief Financial Officer

* Not less than one-fifth (1/5) of amount authorized but not more than the amount shown in the column "Balance Dec. 31, 2016" must be entered here and then raised in the 2017 budget.

NOT APPLICABLE

**N.J.S. 40A:4-55.1, ET SEQ.,
N.J.S. 40A:4-55.13, ET SEQ.,**

SPECIAL EMERGENCY - DAMAGE CAUSED TO ROADS OR BRIDGES BY SNOW, ICE, FROST OR FLOOD
SPECIAL EMERGENCY - PUBLIC EXIGENCIES CAUSED BY CIVIL DISTURBANCES

Date	Purpose	Amount Authorized	Not Less Than 1/3 of Amount Authorized*	Balance Dec. 31, 2015	REDUCED IN 2016		Balance Dec. 31, 2016
					By 2016 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 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, 2016" must be entered here and then raised in the 2017 budget.

**SCHEDULE OF BONDS ISSUED AND OUTSTANDING
AND 2017 DEBT SERVICE FOR BONDS
(MUNICIPAL) GENERAL CAPITAL BONDS**

		Debit	Credit	2017 Debt Service
Outstanding January 1, 2016	80033-01	xxxxxxx	\$11,299,000.00	
Issued	80033-02	xxxxxxx	8,170,000.00	
Paid	80033-03	\$900,000.00	xxxxxxx	
Outstanding, December 31, 2016	80033-04	18,569,000.00	xxxxxxx	
		\$19,469,000.00	\$19,469,000.00	
2017 Bond Maturities - General Capital Bonds			80033-05	\$ 1,215,000.00
2017 Interest on Bonds*	80033-06		\$619,556.26	

ASSESSMENT SERIAL BONDS

Not Applicable				
Outstanding January 1, 2016	80033-07	xxxxxxx		
Issued	80033-08	xxxxxxx		
Paid	80033-09		xxxxxxx	
Outstanding, December 31, 2016	80033-10		xxxxxxx	
2017 Bond Maturities - Assessment Bonds			80033-11	\$
2017 Interest on Bonds*	80033-12			
Total "Interest on Bonds - Debt Service" (*Items)			80033-13	\$ 619,556.26

LIST OF BONDS ISSUED DURING 2016

Purpose	2017 Maturity	Amount Issued	Date of Issue	Interest Rate
General Improvements	\$315,000.00	\$8,170,000.00	2/15/16	Variable 1% - 3%
Total	\$315,000.00	\$8,170,000.00		

80033-1480033-15

**SCHEDULE OF LOANS ISSUED AND OUTSTANDING
AND 2017 DEBT SERVICE FOR LOANS
(MUNICIPAL) GENERAL CAPITAL LOANS**

		Debit	Credit	2017 Debt Service
Outstanding January 1, 2016	80033-01	xxxxxxx	\$623,286.39	
Issued	80033-02	xxxxxxx		
Paid	80033-03	\$64,950.40	xxxxxxx	
Outstanding, December 31, 2016	80033-04	558,335.99	xxxxxxx	
		\$623,286.39	\$623,286.39	
2017 Loan Maturities			80033-05	\$ 66,255.90
2017 Interest on Loans			80033-06	\$ 10,837.09
Total 2017 Debt Service for Green Trust	Loan(s)		80033-13	\$ 77,092.99
Outstanding January 1, 2016	80033-07	xxxxxxx	\$1,454,718.50	
Issued	80033-08	xxxxxxx		
Paid	80033-09	\$122,302.68	xxxxxxx	
Transferred To Assessment		531,852.38		
Outstanding, December 31, 2016	80033-10	800,563.44	xxxxxxx	
		\$1,454,718.50	\$1,454,718.50	
2017 Loan Maturities			80033-11	\$ 85,185.85
2017 Interest on Loans			80033-12	\$ 16,062.50
Total 2017 Debt Service for Infrastructure	Loan(s)		80033-13	\$ 101,248.35
Outstanding January 1, 2016	80033-07	xxxxxxx		
Issued	80033-08	xxxxxxx		
Paid	80033-09		xxxxxxx	
Outstanding, December 31, 2016	80033-10		xxxxxxx	
2017 Loan Maturities			80033-11	\$
2017 Interest on Loans			80033-12	\$
Total 2017 Debt Service for Loan(s)			80033-13	\$

SCHEDULE OF LOANS ISSUED AND OUTSTANDING
AND 2017 DEBT SERVICE FOR LOANS
(MUNICIPAL) ASSESSMENT LOANS

		Debit	Credit	2016 Debt Service
Outstanding January 1, 2016	80033-01	xxxxxxx	\$162,183.24	
Issued	80033-02	xxxxxxx		
Paid	80033-03	\$32,183.24	xxxxxxx	
Transferred From Capital			531,852.38	
Outstanding, December 31, 2016	80033-04	661,852.38	xxxxxxx	
		\$694,035.62	\$694,035.62	
2017 Loan Maturities			80033-05	\$ 58,250.16
2017 Interest on Loans			80033-06	\$ 12,162.50
Total 2017 Debt Service for Infrastructure	Loan(s)		80033-13	\$ 70,412.66

Outstanding January 1, 2016	80033-07	xxxxxxx		
Issued	80033-08	xxxxxxx		
Paid	80033-09		xxxxxxx	
Outstanding, December 31, 2016	80033-10		xxxxxxx	
2017 Loan Maturities			80033-11	\$
2017 Interest on Loans			80033-12	\$
Total 2017 Debt Service for	Loan(s)		80033-13	\$

Outstanding January 1, 2016	80033-07	xxxxxxx		
Issued	80033-08	xxxxxxx		
Paid	80033-09		xxxxxxx	
Outstanding, December 31, 2016	80033-10		xxxxxxx	
2017 Loan Maturities			80033-11	\$
2017 Interest on Loans			80033-12	\$
Total 2017 Debt Service for	Loan(s)		80033-13	\$

SCHEDULE OF BONDS ISSUED AND OUTSTANDING
AND 2017 DEBT SERVICE FOR BONDS

NOT APPLICABLE

TYPE I SCHOOL TERM BONDS

		Debit	Credit	2017 Debt Service
Outstanding January 1, 2016	80034-01	xxxxxxx		
Paid	80034-03		xxxxxxx	
Outstanding, December 31, 2016	80033-04		xxxxxxx	
2017 Bond Maturities - Term Bonds	80034-04		\$	
2017 Interest on Bonds*	80034-05		\$	

NOT APPLICABLE

TYPE I SCHOOL SERIAL BONDS

Outstanding January 1, 2016	80034-06	xxxxxxx		
Issued	80034-07	xxxxxxx		
Paid	80034-08		xxxxxxx	
Outstanding, December 31, 2016	80034-09		xxxxxxx	
2017 Interest on Bonds*	80034-10		\$	
2017 Bond Maturities - Serial Bonds	80034-11		\$	
Total "Interest on Bonds - Type I School Debt Service" (*Items)	80034-12		\$	

NOT APPLICABLE

LIST OF BONDS ISSUED DURING 2016

Purpose	2017 Maturity -01	Amount Issued -02	Date of Issue	Interest Rate
Total 80035-				

NOT APPLICABLE

2017 INTEREST REQUIREMENT - CURRENT FUND DEBT ONLY

		Outstanding Dec. 31, 2016	2017 Interest Requirement
1. Emergency Notes	80036-	\$	\$
2. Special Emergency Notes	80037-	\$	\$
3. Tax Anticipation Notes	80038-	\$	\$
4. Interest on Unpaid State and County Taxes	80039-	\$	\$
5.		\$	\$
6.		\$	\$

DEBT SERVICE FOR NOTES (OTHER THAN ASSESSMENT NOTES)

Not Applicable

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue *	Amount of Note Outstanding Dec. 31, 2016	Date of Maturity	Rate of Interest	2017 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.								
16.								
17.								
18.								
Total								

80051-01 80051-02

Memo: Type I School Notes should be separately listed and totaled.
Memo: Refunding Bond Anticipation Notes should be separately listed and totaled.
*"Original Date of Issue" refers to the date when the first money was borrowed for a particular improvement, not the renewal date of subsequent notes which were issued.
All notes with an original date of issue of 2014 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2017 or written intent of permanent financing submitted with statement.
**If interest on notes is financed by ordinance, designate same, otherwise an amount must be included in this column.

(Do not crowd - add additional sheets)

DEBT SERVICE SCHEDULE FOR ASSESSMENT NOTES

NOT APPLICABLE

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue *	Amount of Note Outstanding Dec. 31, 2016	Date of Maturity	Rate of Interest	2017 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.								
16.								
17.								
Total								

80051-0180051-02

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

Assessment Notes with an original date of issue of December 31, 2014 or prior require one legally payable installment to be budgeted in the 2017 Assessment Budget if it is contemplated that such ntes will be renewed in 2017 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

NOT APPLICABLE

Purpose	Amount of Lease Obligation Outstanding Dec. 31, 2016	2017 Budget Requirement	
		For Principal	For Interest
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
Total			

Sheet 34a

SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (GENERAL CAPITAL FUND)

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2016		2016 Authorizations	Contracts Payable	Contracts Payable Canceled	Authorization Canceled	Balance - December 31, 2016	
	Funded	Unfunded					Funded	Unfunded
01-10/02-29 Various 2001 Capital Improvements	\$667,045.90				\$6,323.56		\$673,369.46	
04-10 Various Public Improvements	31,996.00						31,996.00	
05-13 Acquisition of Fire Truck	50,000.00						50,000.00	
06-16 Various Equipment & Improvements	49,860.26						49,860.26	
06-17 Various Public Improvements					5,891.25		5,891.25	
06-26/07-24 Various Public Improvements	6,329.38			\$6,329.38				
07-16 Various Equipment & Improvements	60,000.00						60,000.00	
08-16 Road Improvement Program		\$6,250.00		6,250.00				
08-18 Acquisition of Fire and Recreation Equipment	60,000.00						60,000.00	
09-02 Reconstr. of Bayberry Lane & Johnston Dr.		127,222.37					127,222.37	
09-13 Various Public Improvements		60,000.00			\$51,210.75		111,210.75	
12-05 Affordable Housing Services	66,860.22						66,860.22	
12-10 Acquisition of Dump Truck		8,024.12		8,024.12				
13-4 Sewer Extensions Johnston/Valley Const.		40,050.36		36,141.43				\$3,908.93
13-7 Mason Dump Truck with Plow		1,715.37		1,715.37				
13-9 Acquisition & Installation of Radio Equipment	8,738.57			7,561.25			1,177.32	
13-11 Police & Fire Equipment					931.98		931.98	

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

Sheet 35a

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

GENERAL CAPITAL FUND

SCHEDULE OF CAPITAL IMPROVEMENT FUND

		Debit	Credit
Balance, January 1, 2016	80031-01	xxxxxxx	\$154,691.72
Received from 2016 Budget Appropriation *	80031-02	xxxxxxx	150,000.00
		xxxxxxx	
Improvement Authorizations Canceled (financed in whole by the Capital Improv. Fund)	80031-03	xxxxxxx	
		xxxxxxx	xxxxxxx
			xxxxxxx
			xxxxxxx
			xxxxxxx
			xxxxxxx
			xxxxxxx
			xxxxxxx
			xxxxxxx
			xxxxxxx
			xxxxxxx
			xxxxxxx
			xxxxxxx
			xxxxxxx
			xxxxxxx
			xxxxxxx
Appropriated to Finance Improvement Authorizations	80031-04	\$98,700.00	xxxxxxx
			xxxxxxx
Balance December 31, 2016	80031-05	205,991.72	xxxxxxx
		\$304,691.72	\$304,691.72

* The full amount of the 2016 budget appropriation should be transferred to this account unless the balance of the appropriation is to be permitted to lapse.

NOT APPLICABLE

		Debit	Credit
Balance January 1, 2016	80030-01	xxxxxxx	
Received from 2016 Budget Appropriations *	80030-02	xxxxxxx	
Received from 2016 Emergency Appropriations *	80030-03	xxxxxxx	
Appropriated to Finance Improvement Authorizations	80030-04		xxxxxxx
			xxxxxxx
Balance December 31, 2016	80030-05		xxxxxxx

Bonds and Notes	\$1,045,700.00
Grants	175,000.00
Capital Improvement Fund	98,700.00
	<u>\$1,319,400.00</u>

Purpose	Amount Appropriated	Total Obligations Authorized	Down Payment Provided by Ordinance	Amount of Down Payment in Budget of 2016 or Prior Years
16-4 Various Public Improvements	\$708,400.00	\$506,700.00	\$26,700.00	
16-7 Various Public Improvements	504,000.00	513,300.00	26,700.00	
16-8 Improvements to Phillips Field	27,000.00	25,700.00	1,300.00	
16-10 Acquisition of Fire Truck	44,000.00			
Total 80032-00	\$1,283,400.00	\$1,045,700.00	\$54,700.00	

Sheet 37

GENERAL CAPITAL FUND
STATEMENT OF CAPITAL SURPLUS
YEAR - 2016

		Debit	Credit
Balance January 1, 2016	80029-01	xxxxxxx	\$51,193.94
Premium on Sale of Bonds		xxxxxxx	
Funded Improvement Authorizations Canceled		xxxxxxx	44,194.86
Receipts on Funded Ordinance			4,356.48
Premium on Sale of Notes			86,848.24
Appropriated to Finance Improvement Authorizations	80029-02		xxxxxxx
Appropriated to 2016 Budget Revenue	80029-03	\$50,000.00	xxxxxxx
Balance December 31, 2016	80029-04	136,593.52	xxxxxxx
		\$186,593.52	\$186,593.52

NOT APPLICABLE

BONDS ISSUED WITH A COVENANT OR COVENANTS

1. Amount of Serial Bonds Issued Under Provisions of Chapter 233, P.L. 1944, chapter 268, P.L. 1944, Chapter 428, P.L. 1943 or Chapter 77, Article VI-A, P.L. 1945, with Covenant or Covenants; Outstanding December 31, 2016		\$	
2. Amount of Cash in Special Trust Fund as of December 31, 2016 (Note A)		\$	
3. Amount of Bonds Issued Under Item 1 Maturing in 2016	\$		
4. Amount of Interest on Bonds with a Covenant - 2017 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 2017 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 2016 was

\$ 36,161,574.40

2. Amount of Item 1 Collected in 2016 (*)

\$ 35,985,663.65

3. Seventy (70) percent of Item 1

\$ 25,313,102.08

(*) Including prepayments and overpayments applied.

B.

1. Did any maturities of bonded obligations or notes fall due during the year 2016?

Answer YES or NO

YES

2. Have payments been made for all bonded obligations or notes due on or before December 31, 2016?

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 2017 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 years just ended? Answer YES or NO:

NO

D.

1. Cash Deficit 2015

N

2. 4% of 2015 Tax Levy for all purposes:
Levy -- \$

O

3. Cash Deficit 2016

N

4. 4% of 2016 Tax Levy for all purposes:
Levy -- \$

E

E.	Unpaid	2016	2015	Total
1. State Taxes	\$		\$	\$
2. County Taxes	\$		\$	\$
3. Amounts due Special Districts	\$		\$	\$
4. Amounts due School Districts for Local School Tax				
	\$	2,966.24	\$	\$ 2,966.24

INSTRUCTIONS IN PREPARATION OF ANNUAL FINANCIAL STATEMENT OF 2016

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".

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6, 6a & 6c.	Trial Balance - Trust Funds / Schedule of Trust Fund Deposits & Reserves
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