

**ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2014  
(UNAUDITED)**

POPULATION LAST CENSUS 7,588  
 NET VALUATION TAXABLE 2014 752,676,606  
 MUNICICODE 0405

**FIVE DOLLARS PER DAY PENALTY IF NOT FILED BY:  
 COUNTIES - JANUARY 26, 2015  
 MUNICIPALITIES - FEBRUARY 10, 2015**

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 Berlin, County of Camden

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

	Date	Examined By:
1		Preliminary Check
2		Examined

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

Signature *Daniel M. DiGangi*  
 Name Daniel M. DiGangi  
 Title Registered Municipal Accountant  
 Email ddigangi@bowmanllp.com

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

**REQUIRED CERTIFICATION BY THE CHIEF FINANCIAL OFFICER:**

I hereby certify that I am responsible for filing this verified Annual Financial Statement, (which I have prepared) or (which I have not prepared) ~~finalize 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, Adriane McKendry, am the Chief Financial Officer, License # N0614, of the Borough, County of Camden of Berlin, 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, 2014, 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, 2014.

Signature *Adriane McKendry*  
 Title Chief Financial Officer  
 Address 59 South White Horse Pike, Berlin, NJ 08009  
 Phone Number 856-767-7777  
 Fax Number 856-753-9122  
 Email cfo@berlinnj.org

IT IS HEREBY INCUMBENT UPON THE CHIEF FINANCIAL OFFICER, WHEN NOT PREPARED BY SAID, AT A MINIMUM MUST REVIEW THE CONTENTS OF THIS ANNUAL FINANCIAL STATEMENT WITH THE PREPARER, SO AS TO BE FAMILIAR WITH THE REPRESENTATIONS AND ASSERTIONS MADE HEREIN.

**THE REQUIRED CERTIFICATION BY AN RMA IS AS FOLLOWS:**

Preparation by Registered Municipal Accountant (Statement of Statutory Auditor Only)

I have prepared the post-closing trial balances, related statements and analyses included in the accompanying Annual Financial Statement from the books of account and records made available to me by the \_\_\_\_\_ Borough \_\_\_\_\_ of Berlin as of December 31, 2014 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) ~~came~~ came to my attention that caused me to believe that the Annual Financial Statement for the year ended December 31, 2014 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.



**Daniel M. DiGangi**

Registered Municipal Accountant

**Bowman & Company LLP**

(Firm Name)

**601 White Horse Road**

(Address)

**Voorhees, New Jersey 08043**

(Address)

(856) 435 6200

(Phone Number)

**ddigangi@bowmanllp.com**

(Email)

(856) 782 5047

(Fax Number)

Certified by me

This 31st \_\_\_\_\_ day of January \_\_\_\_\_, 2015

**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 2014 as required under N.J.A.C. 5:23-4.17.

Printed Name: Michael DeAlma

Signature: 

Certificate #: 4743

Date: 2.5.15

MUNICIPAL BUDGET LOCAL EXAMINATION QUALIFICATION CERTIFICATION  
BY  
CHIEF FINANCIAL OFFICER

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

CERTIFICATION OF QUALIFYING MUNICIPALITY

1. The outstanding indebtedness of the previous fiscal year is **not in excess of 3.5%**
2. All emergencies approved for the previous fiscal year **did not exceed 3%** of total appropriations;
3. The tax collection rate **exceeded 90%**
4. Total deferred charges **did not equal or exceed 4%** of the total tax levy;
5. There were **no "procedural deficiencies"** noted by the registered municipal accountant on Sheet 1a of the Annual Financial Statement; and
6. There was **no operating deficit** for the previous fiscal year.
7. The municipality **did not** conduct an accelerated tax sale for less than 3 consecutive years.
8. The municipality **did not** conduct a tax levy sale the previous fiscal year and does not plan to conduct one in the current year.
9. The current year budget does **not** contain a levy or appropriation "CAP" referendum.
10. The municipality will **not** apply for Transitional Aid for 2015.

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

Municipality:

Borough of Berlin

Chief Financial Officer:

Adriane McKendry

Signature:



Certificate #:

N0614

Date:

2/16/15

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:

21-6000085

Fed I.D. #

Borough of Berlin  
Municipality

Camden  
County

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

Fiscal Year Ending: December 31, 2014

	(1)	(2)	(3)
Federal Programs Expended (administered by the State)			Other Federal Programs Expended
TOTAL \$	189,825.04	\$ 177,212.31	\$

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

- Single Audit
- Program Specific Audit
- Financial Statement Audit Performed in Accordance  
With Government Auditing Standards (Yellow Book)

Note: All local governments, who are recipients of federal and state awards (financial assistance), must report the total amount of federal and state funds expended during its fiscal year and the type of audit required to comply with OMB A-133 (Revised 6/27/03) and OMB 04-04. The single audit threshold has been increased to \$500,000 beginning with fiscal year ending 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 governments. Federal pass-through funds can be identified by the Catalog of Federal Domestic Assistance (CFDA) number reported in the State's grant/contract agreements.
- (2) Report expenditures from state programs received directly from state government or indirectly from pass-through entities. **Exclude state aid (I.e., CMPTRA, Energy Receipts tax, etc.) since there are no compliance requirements.**
- (3) Report expenditures from federal programs received directly from the federal government or indirectly from entities other than state governments.

  
 Signature Of Chief Financial Officer

2/6/15  
 Date

# IMPORTANT!

## READ INSTRUCTIONS

### INSTRUCTION

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

If there is a utility operated by the municipality or if a "utility fund" existed on the books of account, do not sign this statement and do not remove any of the UTILITY sheets from the document.

### CERTIFICATION

I hereby certify that there was no "utility fund" on the books of account and there was no utility owned and operated by the \_\_\_\_\_ of \_\_\_\_\_, County of \_\_\_\_\_ during the year 2014 and that sheets 40 to 68 are unnecessary.

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

Signature \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

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

#### NOTE:

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

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### MUNICIPAL CERTIFICATION OF TAXABLE PROPERTY AS OF OCTOBER 1, 2014

Certification is hereby made that the Net Valuation Taxable of property liable to taxation for the tax year 2015 and filed with the County Board of Taxation on January 10, 2015 in accordance with the requirement of N.J.S.A. 54:4-35, was in the amount of \$ 746,598.065.

  
SIGNATURE OF TAX ASSESSOR

\_\_\_\_\_  
Borough of Berlin  
MUNICIPALITY

\_\_\_\_\_  
Camden  
COUNTY

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

**TRIAL BALANCE - CURRENT FUND**

AS AT DECEMBER 31, 2014

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

Title of Account	Debit	Credit
Cash	2,393,555.21	
Investments		
Due from State of NJ - Senior Citizens & Veterans Deductions		
<b>Receivables with Full Reserves:</b>		
Delinquent Taxes	285,747.95	
Tax Title Liens	3,066.24	
Property Acquired by Taxes	-	
Contract Sales Receivable	-	
Mortgage Sales Receivable	-	
Revenue Accounts Receivable	27,589.45	
Due From Trust Other Fund	3,000.00	
Due From Grant Fund	39,928.73	
<b>Sub-total Receivables with Full Reserves</b>	<b>359,332.37</b>	
Deferred Charges (Sheets 28, 29 & 30)	-	
Deferred School Taxes (Sheets 13 & 14)	4,931,870.54	
Sub-total	7,684,758.12	-

(Do not crowd - add additional sheets)

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

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

AS AT DECEMBER 31, 2014

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

Title of Account	Debit	Credit
<b>Totals from Sheet 3</b>	7,684,758.12	-
<b>Cash Liabilities:</b>		
Appropriation Reserves		125,315.27
Due to State of New Jersey - Senior Citizens & Veterans Deductions		25,289.62
Local District School Tax Payable		574,941.00
Regional School Tax Payable		-
Regional High School Tax Payable		125,776.92
County Taxes Payable		-
Due County for Added and Omitted Taxes		47,658.97
Special District Taxes Payable		-
State Library Aid (See Sheet 16)		-
Prepaid Taxes		165,530.14
Prepaid Rental Property Rents		1,987.20
Tax Overpayments		151,602.04
Reserve for Sale of Municipal Assets		10,300.00
Reserve for Revaluation of Real Property		26,984.90
Due State -- DCA Fees		921.00
Reserve for Encumbrances		54,265.65
Accounts Payable		2,843.35
Due Open Space Trust Fund		739.96
<b>Sub-total Cash Liabilities</b>	<b>C</b>	1,314,156.02
Reserve for Receivables		359,332.37
School Taxes Deferred (Sheets 13& 14)		4,931,870.54
Fund Balance		1,079,399.19
<b>Total</b>	<b>7,684,758.12</b>	<b>7,684,758.12</b>

(Do not crowd - add additional sheets)















**Schedule of Trust Fund Reserves**

1. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. 12. 13. 14. 15. 16. 17. 18. 19. 20. 21. 22. 23. 24. 25. 26. 27. 28. 29. 30.	<u>Purpose</u>	Amount Dec. 31, 2013 per Audit Report		<u>Receipts</u>	<u>Disbursements</u>	Balance as at Dec. 31, 2014	
		<u>Report</u>					
1.	See Attached Sheet 6c	\$	1,065,958.05	\$	5,180,919.75	4,691,469.36	\$ 1,555,408.44
2.							-
3.							-
4.							-
5.							-
6.							-
7.							-
8.							-
9.							-
10.							-
11.							-
12.							-
13.							-
14.							-
15.							-
16.							-
17.							-
18.							-
19.							-
20.							-
21.							-
22.							-
23.							-
24.							-
25.							-
26.							-
27.							-
28.							-
29.							-
30.							-
	Totals:	\$	1,065,958.05	\$	5,180,919.75	4,691,469.36	\$ 1,555,408.44

**BOROUGH OF BERLIN**  
**TRUST -- OTHER FUND**  
**Statement of Trust Other Reserves**  
**For the Year Ended December 31, 2014**

Reserve	Balance Dec. 31, 2013	Increased			Decreased				Balance Dec. 31, 2014
		Receipts	Reserve for Encumbrances	Accounts Receivable	2014 Entitlement	Disbursements	Due Current Fund	Due to State of NJ - VCCB	
Reserve for Recreation Facilities	\$ 70,304.48								\$ 70,304.48
Reserve for Parking Offenses Adjudication Act	408.10	\$ 188.00							596.10
Reserve for Payroll Deductions Payable	29,170.62	2,044,126.53				\$ 2,026,627.28			46,669.87
Reserve for Net Payroll		2,104,045.71				2,104,045.71			
Reserve for Affordable Housing	478,565.58	1,013.86							479,579.44
Reserve for COAH Fees	30,745.77	23.13				770.00			29,998.90
Reserve for Developers' Escrow Deposits	154,746.25	109,729.52	\$ 6,308.91	\$ 375.10		84,425.04		\$ 7,803.59	178,931.15
Reserve for Tax Title Lien Redemptions		264,724.99				264,724.99			
Reserve for Premiums Received at Tax Sale	95,000.00	325,200.00				100,500.00			319,700.00
Reserve for Recycling Funds	55,210.57	17,138.81	1,196.64			7,597.25		995.87	64,952.90
Reserve for Community Development Block Grant	16,012.02				\$ 18,100.00	19,220.99			14,891.03
Reserve for Bid Bonds	470.00								470.00
Reserve for Security Deposits	3,340.00								3,340.00
Reserve for Encumbrances	8,005.55		(8,005.55)					(9,299.46)	9,299.46
Reserve for Public Defender	7,253.38	9,660.50	500.00			3,000.00	\$ 3,000.00	\$ 3,424.93	7,488.95
Reserve for Performance Bonds	93,613.82	239,284.14				14,024.90			318,873.06
Reserve for Investigation Fund	317.00					272.00			45.00
Reserve for Fire Safety	5,916.50					2,354.50			3,562.00
Reserve for Police Donation	1,480.00								1,480.00
Reserve for Police Outside Services	6,911.49	40,925.72		5,520.41		53,047.77			309.85
Reserve for Special Law Enforcement	8,486.92	863.33				4,434.00			4,916.25
	<u>\$ 1,065,958.05</u>	<u>\$ 5,156,924.24</u>	<u>-</u>	<u>\$ 5,895.51</u>	<u>\$ 18,100.00</u>	<u>\$ 4,685,044.43</u>	<u>\$ 3,000.00</u>	<u>\$ 3,424.93</u>	<u>\$ 1,555,408.44</u>
Treasurer		\$ 4,566,999.25				\$ 4,319,819.44			
Collector		589,924.99				365,224.99			
		<u>\$ 5,156,924.24</u>				<u>\$ 4,685,044.43</u>			

Sheet 6c

## 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, 2013	RECEIPTS					Disbursements	Balance Dec. 31, 2014
		Assessments and Liens	Current Budget					
Assessment Serial Bond Issues:		XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX
								-
								-
								-
								-
Assessment Bond Anticipation Note Issues:	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX
								-
								-
								-
								-
Other Liabilities								-
Trust Surplus								-
Less Assets "Unfinanced"	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX
								-
								-
								-
<b>Total</b>	-	-	-	-	-	-	-	-

Sheet 7

# POST CLOSING TRIAL BALANCE - GENERAL CAPITAL FUND

AS AT DECEMBER 31, 2014

Title of Account	Debit	Credit
Est. Proceeds Bonds and Notes Authorized	1,300,400.00	XXXXXXXXXX
Bonds and Notes Authorized but Not Issued	XXXXXXXXXX	1,300,400.00
Cash	321,254.14	
Deferred Charges	-	
Due from State of New Jersey	77,459.84	
Due Sewer Capital Fund		
Due Water Capital Fund		
Due Current Fund		
Deferred Charges to Future Taxation Funded	9,340,756.97	
Deferred Charges to Future Taxation Unfunded	1,300,400.00	
Contracts Payable		684,040.78
Reserve for Encumbrances		107,148.89
General Capital Bonds		9,088,119.00
Assessment Serial Bonds		-
Bond Anticipation Notes		-
Assessment Notes		-
Loans Payable		252,637.97
Loans Payable		-
Improvement Authorizations - Funded		197,535.06
Improvement Authorizations - Unfunded		636,627.13
Capital Improvement Fund		6,096.00
Down Payments on Improvements		-
Capital Surplus		67,666.12
<b>Total</b>	<b>12,340,270.95</b>	<b>12,340,270.95</b>

(Do not crowd - add additional sheets)



**CASH RECONCILIATION DECEMBER 31, 2014(cont'd.)**  
**LIST BANKS AND AMOUNTS SUPPORTING "CASH ON DEPOSIT"**

Susquehanna Bank:		
Current		147,524.31
Open Space		0.95
Affordable Housing		33.91
COAH		0.93
Enforcement		0.18
Escrow Checking		12.17
Payroll		4,171.83
TTL		89,798.64
Trust Other		595.22
General Capital		568.17
Water Operating		24,785.98
Sewer Operating		137.89
Republic Bank:		
Current		2,232,910.78
Dog License		15,120.47
Open Space		240,797.26
Affordable Housing		458,427.63
COAH		24,980.47
Enforcement		4,785.12
Escrow Checking		187,067.88
Payroll		49,778.23
Investigation		175.95
Recreation		70,304.48
TTL		263,795.24
Trust Other		407,636.40
General Capital		554,266.85
Water Operating		1,083,895.17
Water Capital		835,163.75
Sewer Operating		4,538.06
Sewer Capital		493,275.25
<b>Total</b>		<b>7,194,549.17</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, 2014	Accrued	Decreased			Balance Dec. 31, 2014
						-
See attached sheet 10a	60,000.00	124,323.71	56,423.71			127,900.00
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
						-
<b>Totals</b>	60,000.00	124,323.71	56,423.71	-	-	127,900.00

Sheet 10

**BOROUGH OF BERLIN**  
**FEDERAL AND STATE GRANT FUND**  
Statement of Federal and State Grants Receivable  
For the Year Ended December 31, 2014

<u>Program</u>	<u>Balance Dec. 31, 2013</u>	<u>Accrued</u>	<u>Received</u>	<u>Balance Dec. 31, 2014</u>
Federal Grants:				
Drive Sober or Get Pulled Over		\$ 12,500.00	\$ 4,800.00	\$ 7,700.00
Distracted Driving Mobilization		5,000.00	5,000.00	
Seatbelt Click-it-or-Ticket Grant		4,000.00	3,800.00	200.00
Over the Limit Under Arrest				
Total Federal Grants	-	21,500.00	13,600.00	7,900.00
State Grants:				
Clean Communities Grant		13,385.63	13,385.63	
Safe and Secure Communities Program	\$ 60,000.00	60,000.00		120,000.00
Body Armor Grant		1,933.97	1,933.97	
Recycling Tonnage Grant		12,724.97	12,724.97	
Municipal Drug Alliance		7,297.50	7,297.50	
Alcohol Education and Rehabilitation Grant		2,363.20	2,363.20	
Drunk Driving Enforcement Grant		5,118.44	5,118.44	
Total State Grants	60,000.00	102,823.71	42,823.71	120,000.00
Total	\$ 60,000.00	\$ 124,323.71	\$ 56,423.71	\$ 127,900.00

Sheet 10a

## SCHEDULE OF APPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Grant	Balance Jan. 1, 2014	Transferred from 2014 Budget Appropriations			Decreased			Balance Dec. 31, 2014
		Budget	Appropriation By 40A:4-87					
								-
See attached sheet 11a	51,692.89	161,897.65	37,248.83		190,837.54			60,001.83
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
<b>Total</b>	51,692.89	161,897.65	37,248.83	-	190,837.54	-	-	60,001.83

Sheet 11

**BOROUGH OF BERLIN**  
**FEDERAL AND STATE GRANT FUND**  
Statement of Reserve for Federal and State Grants -- Appropriated  
For the Year Ended December 31, 2014

<u>Program</u>	<u>Balance</u> <u>Dec. 31, 2013</u>	<u>Transferred</u> <u>2014</u> <u>Budget</u> <u>Appropriation</u>	<u>Decreased</u>	<u>Balance</u> <u>Dec. 31, 2014</u>
<b>Federal Grants:</b>				
US Forest Service -- Fire Assistance	\$ 573.20			\$ 573.20
Over the Limit Under Arrest	3,200.00	\$ 1,900.00		5,100.00
NJ DOT -- Locust Avenue	1,711.94			1,711.94
Drive Sober or Get Pulled Over		12,500.00	\$ 9,900.00	2,600.00
Distracted Driving Mobilization		5,000.00	5,000.00	
Seatbelt Click-it-or-Ticket Grant		4,000.00	3,600.00	400.00
Volunteer Firefighter Assistance Grant	2,044.75		894.56	1,150.19
Municipal Stormwater Regulation	2,132.40			2,132.40
<b>Total Federal Grants</b>	<u>9,662.29</u>	<u>23,400.00</u>	<u>19,394.56</u>	<u>13,667.73</u>
<b>State Grants:</b>				
Alcohol Education and Rehabilitation Grant	201.38	2,363.20		2,564.58
Body Armor Grant		2,440.81	1,760.00	680.81
Drunk Driving Enforcement Grant	3,318.41	4,483.57	3,492.16	4,309.82
Clean Communities Grant	4,725.28	13,385.63	17,172.62	938.29
Recycling Tonnage Grant	26,824.11	10,873.27	525.73	37,171.65
Municipal Drug Alliance	6,248.22		5,786.15	462.07
Library Teacher Grant	374.34		306.60	67.74
Tischler Graphic Novel Grant	66.48			66.48
Safe and Secure Communities	199.72	142,200.00	142,399.72	
<b>Total State Grants</b>	<u>41,957.94</u>	<u>175,746.48</u>	<u>171,442.98</u>	<u>46,261.44</u>
<b>Local Grants:</b>				
County Recycling Rebate Grant	72.66	-	-	72.66
<b>Grand Total</b>	<u>\$ 51,692.89</u>	<u>\$ 199,146.48</u>	<u>\$ 190,837.54</u>	<u>\$ 60,001.83</u>
Reserve for Encumbrances			\$ 894.56	
Disbursed			<u>189,942.98</u>	
			\$ 190,837.54	

Sheet 11a

## SCHEDULE OF UNAPPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

Grant	Balance Jan. 1, 2014	Transferred from 2014 Budget Appropriations		Receipts	Grants Receivable	Realized as Miscellaneous Revenue		Balance Dec. 31, 2014
		Budget	Appropriation By 40A:4-87					
								-
See attached sheet 12a	19,697.65				124,323.71	116,946.48		27,074.88
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
								-
<b>Totals</b>	19,697.65	-	-	-	124,323.71	116,946.48	-	27,074.88

Sheet 12

**BOROUGH OF BERLIN**  
**FEDERAL AND STATE GRANT FUND**  
Statement of Reserve for Federal and State Grants -- Unappropriated  
For the Year Ended December 31, 2014

	<u>Balance</u> <u>Dec. 31, 2013</u>	<u>Grants</u> <u>Receivable</u>	<u>Realized as</u> <u>Miscellaneous</u> <u>Revenue</u>	<u>Balance</u> <u>Dec. 31, 2014</u>
<b>Federal Grants:</b>				
Drive Sober or Get Pulled Over		\$ 12,500.00	\$ 12,500.00	
Distracted Driving Mobilization		5,000.00	5,000.00	
Seatbelt Click-it-or-Ticket Grant		4,000.00	4,000.00	
Over the Limit Under Arrest	\$ 1,900.00		1,900.00	
<b>Total Federal Grants</b>	<u>1,900.00</u>	<u>21,500.00</u>	<u>23,400.00</u>	<u>-</u>
<b>State Grants:</b>				
Clean Communities Program		13,385.63	13,385.63	
Safe and Secure Communities Program		60,000.00	60,000.00	
Body Armor Grant	2,440.81	1,933.97	2,440.81	\$ 1,933.97
Recycling Tonnage Grant	10,873.27	12,724.97	10,873.27	12,724.97
Municipal Drug Alliance Grant		7,297.50		7,297.50
Alcohol Education and Rehabilitation Grant		2,363.20	2,363.20	
Drunk Driving Enforcement Grant	4,483.57	5,118.44	4,483.57	5,118.44
<b>Total State Grants</b>	<u>17,797.65</u>	<u>102,823.71</u>	<u>93,546.48</u>	<u>27,074.88</u>
<b>Total</b>	<u>\$ 19,697.65</u>	<u>\$ 124,323.71</u>	<u>\$ 116,946.48</u>	<u>\$ 27,074.88</u>

Sheet 12a

## \*LOCAL DISTRICT SCHOOL TAX

	Debit	Credit
Balance January 1, 2014	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable #	XXXXXXXXXX	475,327.00
School Tax Deferred (Not in excess of 50% of Levy - 2013 - 2014)	XXXXXXXXXX	3,211,664.00
Levy School Year July 1, 2014 - June 30, 2015	XXXXXXXXXX	7,198,339.00
Levy Calendar Year 2014	XXXXXXXXXX	
Paid	7,098,725.00	XXXXXXXXXX
Balance December 31, 2014	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable #	574,941.00	XXXXXXXXXX
School Tax Deferred (Not in excess of 50% of Levy - 2014 - 2015)	3,211,664.00	XXXXXXXXXX
	10,885,330.00	10,885,330.00

\* Not including Type 1 school debt service, emergency authorizations-schools, transfer to

Board of Education for use of local schools

# Must include unpaid requisitions

## MUNICIPAL OPEN SPACE TAX

	Debit	Credit
Balance January 1, 2014	XXXXXXXXXX	
2014 Levy	XXXXXXXXXX	112,900.00
Added and Omitted Levy	XXXXXXXXXX	739.96
Interest Earned	XXXXXXXXXX	
Expenditures	113,639.96	XXXXXXXXXX
Balance December 31, 2014	-	XXXXXXXXXX
	113,639.96	113,639.96

# REGIONAL SCHOOL TAX

(Provide a separate statement for each Regional District involved)

	Debit	Credit
Balance January 1, 2014	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable #	85031-00	
School Tax Deferred	XXXXXXXXXX	
(Not in excess of 50% of Levy - 2013 - 2014)	85032-00	
Levy School Year July 1, 2014 - June 30, 2015	XXXXXXXXXX	
Levy Calendar Year 2014	XXXXXXXXXX	
Paid		XXXXXXXXXX
Balance December 31, 2014	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable #	85033-00	
School Tax Deferred		XXXXXXXXXX
(Not in excess of 50% of Levy - 2014 - 2015)	85034-00	
# Must include unpaid requisitions	-	-

# REGIONAL HIGH SCHOOL TAX

	Debit	Credit
Balance January 1, 2014	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable #	85041-00	
School Tax Deferred	XXXXXXXXXX	35,338.92
(Not in excess of 50% of Levy - 2013 - 2014)	85042-00	
Levy School Year July 1, 2014 - June 30, 2015	XXXXXXXXXX	3,677,666.00
Levy Calendar Year 2014	XXXXXXXXXX	
Paid	3,587,228.00	XXXXXXXXXX
Balance December 31, 2014	XXXXXXXXXX	XXXXXXXXXX
School Tax Payable #	85043-00	
School Tax Deferred	125,776.92	XXXXXXXXXX
(Not in excess of 50% of Levy - 2014 - 2015)	85044-00	
# Must include unpaid requisitions	5,433,211.46	5,433,211.46

# COUNTY TAXES PAYABLE

	Debit	Credit
Balance January 1, 2014	XXXXXXXXXX	XXXXXXXXXX
County Taxes	XXXXXXXXXX	
Due County for Added and Omitted Taxes	XXXXXXXXXX	14,697.44
2014 Levy		
General County	XXXXXXXXXX	XXXXXXXXXX
County Library	XXXXXXXXXX	5,783,668.75
County Health	XXXXXXXXXX	366,113.23
County Open Space Preservation	XXXXXXXXXX	148,347.73
Due County for Added and Omitted Taxes	XXXXXXXXXX	47,658.97
Paid	6,312,827.15	XXXXXXXXXX
Balance December 31, 2014	XXXXXXXXXX	XXXXXXXXXX
County Taxes	-	XXXXXXXXXX
Due County for Added and Omitted Taxes	47,658.97	XXXXXXXXXX
	6,360,486.12	6,360,486.12

# SPECIAL DISTRICT TAXES

	Debit	Credit
Balance January 1, 2014	XXXXXXXXXX	
2014 Levy: (List Each Type of District Tax Separately - see Footnote)		
Fire -	81108-00	XXXXXXXXXX
Sewer -	81111-00	XXXXXXXXXX
Water -	81112-00	XXXXXXXXXX
Garbage -	81109-00	XXXXXXXXXX
Open Space -	81105-00	XXXXXXXXXX
		XXXXXXXXXX
		XXXXXXXXXX
Total 2014 Levy	80003-07	-
Paid	80003-08	XXXXXXXXXX
Balance December 31, 2014	80003-09	-

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, 2014	80004-01	XXXXXXXXXX
State Library Aid Received in 2014	80004-02	XXXXXXXXXX
Expended	80004-09	XXXXXXXXXX
Balance December 31, 2014	80004-10	-

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

Balance January 1, 2014	80004-03	XXXXXXXXXX
State Library Aid Received in 2014	80004-04	XXXXXXXXXX
Expended	80004-11	XXXXXXXXXX
Balance December 31, 2014	80004-12	-

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

Balance January 1, 2014	80004-05	XXXXXXXXXX
State Library Aid Received in 2014	80004-06	XXXXXXXXXX
Expended	80004-13	XXXXXXXXXX
Balance December 31, 2014	80004-14	-

### RESERVE FOR LIBRARY SERVICES WITH FEDERAL AID

Balance January 1, 2014	80004-07	XXXXXXXXXX
State Library Aid Received in 2014	80004-08	XXXXXXXXXX
Expended	80004-15	XXXXXXXXXX
Balance December 31, 2014	80004-16	-

# STATEMENT OF GENERAL BUDGET REVENUES 2014

Source	Budget -01	Realized -02	Excess or Deficit* -03
Surplus Anticipated	80101- 745,000.00	745,000.00	-
Surplus Anticipated with Prior Written Consent of Director of Local Government	80102-		-
Miscellaneous Revenue Anticipated:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Adopted Budget	1,567,394.65	1,668,909.46	101,514.81
Added by N.J.S. 40A:4-87 (List on 17a)	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
	37,248.83	37,248.83	-
			-
Total Miscellaneous Revenue Anticipated	80103- 1,604,643.48	1,706,158.29	101,514.81
Receipts from Delinquent Taxes	80104- 225,000.00	182,708.99	(42,291.01)
			-
Amount to be Raised by Taxation:	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
(a) Local Tax for Municipal Purposes	80105- 4,703,161.11	XXXXXXXXXX	XXXXXXXXXX
(b) Addition to Local District School Tax	80106- 4,703,161.11	XXXXXXXXXX	XXXXXXXXXX
Total Amount to be Raised by Taxation	80107- 4,703,161.11	4,908,113.06	204,951.95
	7,277,804.59	7,541,980.34	264,175.75

## ALLOCATION OF CURRENT TAX COLLECTIONS

	Debit	Credit
Current Taxes Realized in Cash (Total of Item 10 or 14 on Sheet 22)	80108-00 XXXXXXXXXX	21,758,732.00
Amount to be Raised by Taxation	XXXXXXXXXX	XXXXXXXXXX
Local District School Tax	80109-00 7,198,339.00	XXXXXXXXXX
Regional School Tax	80119-00 -	XXXXXXXXXX
Regional High School Tax	80110-00 3,677,666.00	XXXXXXXXXX
County Taxes	80111-00 6,298,129.71	XXXXXXXXXX
Due County for Added and Omitted Taxes	80112-00 47,658.97	XXXXXXXXXX
Special District Taxes	80113-00 -	XXXXXXXXXX
Municipal Open Space Tax	80120-00 113,639.96	XXXXXXXXXX
Reserve for Uncollected Taxes	80114-00 XXXXXXXXXX	484,814.70
Deficit in Required Collection of Current Taxes (or)	80115-00 XXXXXXXXXX	
Balance for Support of Municipal Budget (or)	80116-00 4,908,113.06	XXXXXXXXXX
*Excess Non-Budget Revenue (see footnote)	80117-00 -	XXXXXXXXXX
*Deficit Non-Budget Revenue (see footnote)	80118-00 XXXXXXXXXX	22,243,546.70
	22,243,546.70	22,243,546.70

\* These items are applicable only when there is no "Amount to be Raised by Taxation" in the "Budget" column of the statement at the top of this sheet. In such instances, any excess or deficit in the above allocation would apply to "Non-Budget Revenue" only.



# STATEMENT OF GENERAL BUDGET APPROPRIATIONS 2014

2014 Budget as Adopted	80012-01	7,240,555.76
2014 Budget - Added by N.J.S. 40A:4-87	80012-02	37,248.83
Appropriated for 2014 (Budget Statement Item 9)	80012-03	7,277,804.59
Appropriated for 2014 Emergency Appropriation (Budget Statement Item 9)	80012-04	
Total General Appropriations (Budget Statement Item 9)	80012-05	7,277,804.59
Add: Overexpenditures (see footnote)	80012-06	
Total Appropriations and Overexpenditures	80012-07	7,277,804.59
Deduct Expenditures:		
Paid or Charged (Budget Statement Item (L))	80012-08	6,667,672.83
Paid or Charged - Reserve for Uncollected Taxes	80012-09	484,814.70
Reserved	80012-10	125,315.27
Total Expenditures	80012-11	7,277,802.80
Unexpended Balances Canceled (see footnote)	80012-12	1.79

**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)

2014 Authorizations	XXXXXXXXXX	
N.J.S. 40A:4-46 (After adoption of Budget)		
N.J.S. 40A:4-20 (Prior to adoption of Budget)		
Total Authorizations	XXXXXXXXXX	-
Deduct Expenditures:		
Paid or Charged	XXXXXXXXXX	
Reserved		
Total Expenditures		-

# RESULTS OF 2014 OPERATION

## CURRENT FUND

	Debit	Credit
Excess of Anticipated Revenues:	XXXXXXXXXX	XXXXXXXXXX
Miscellaneous Revenues Anticipated	XXXXXXXXXX	101,514.81
Delinquent Tax Collections	XXXXXXXXXX	
	XXXXXXXXXX	
Required Collection of Current Taxes	80013-03	204,951.95
Unexpended Balances of 2014 Budget Appropriations	80013-04	1.79
Miscellaneous Revenue Not Anticipated	81113-	132,062.55
Miscellaneous Revenue Not Anticipated:		
Proceeds of Sale of Foreclosed Property (Sheet 27)	81114-	-
Payments in Lieu of Taxes on Real Property	81120-	
Sale of Municipal Assets	XXXXXXXXXX	
Unexpended Balances of 2013 Appropriation Reserves	80013-05	335,344.08
Prior Years Interfunds Returned in 2014	80013-06	
Cancellation of Tax Overpayments	XXXXXXXXXX	1,035.66
	XXXXXXXXXX	
	XXXXXXXXXX	
Deferred School Tax Revenue: (See School Taxes, Sheets 13 & 14)	XXXXXXXXXX	XXXXXXXXXX
Balance January 1, 2014	80013-07	4,931,870.54
Balance December 31, 2014	80013-08	4,931,870.54
Deficit in Anticipated Revenues:	XXXXXXXXXX	XXXXXXXXXX
Miscellaneous Revenues Anticipated	80013-09	XXXXXXXXXX
Delinquent Tax Collections	80013-10	XXXXXXXXXX
	42,291.01	XXXXXXXXXX
	XXXXXXXXXX	XXXXXXXXXX
Required Collection of Current Taxes	80013-11	XXXXXXXXXX
Interfund Advances Originating in 2014	80013-12	XXXXXXXXXX
Cancellation of Prior Year Senior and Veteran Deductions	6,279.17	XXXXXXXXXX
Refund of Prior Year Revenue	35,989.85	XXXXXXXXXX
	XXXXXXXXXX	XXXXXXXXXX
	XXXXXXXXXX	XXXXXXXXXX
Deficit Balance - To Trial Balance (Sheet 3)	80013-13	XXXXXXXXXX
Surplus Balance - To Surplus (Sheet 21)	80013-14	XXXXXXXXXX
	5,706,781.38	5,706,781.38



## SURPLUS - CURRENT FUND YEAR 2014

	Debit	Credit
1. Balance January 1, 2014	80014-01 XXXXXXXXXX	1,176,828.35
2.	XXXXXXXXXX	
3. Excess Resulting from 2014 Operations	80014-02 XXXXXXXXXX	647,570.84
4. Amount Appropriated in the 2014 Budget - Cash	80014-03 745,000.00	XXXXXXXXXX
5. Amount Appropriated in the 2014 Budget - with Prior Written Consent of Director of Local Government Services	80014-04 -	XXXXXXXXXX
6.	XXXXXXXXXX	XXXXXXXXXX
7. Balance December 31, 2014	80014-05 1,079,399.19	XXXXXXXXXX
	1,824,399.19	1,824,399.19

## ANALYSIS OF BALANCE December 31, 2014 (FROM CURRENT FUND - TRIAL BALANCE)

Cash	80014-06 2,393,555.21	2,393,555.21
Investments	80014-07 -	-
Sub Total		2,393,555.21
Deduct Cash Liabilities Marked with "C" on Trial Balance	80014-08 1,314,156.02	1,314,156.02
Cash Surplus	80014-09 1,079,399.19	1,079,399.19
Deficit in Cash Surplus	80014-10 -	-
<b>Other Assets Pledged to Surplus: *</b>		
(1) Due from State of N.J. Senior Citizens and Veterans Deduction	80014-16 -	-
Deferred Charges #	80014-12 -	-
Cash Deficit #	80014-13 -	-
Total Other Assets	80014-14 -	-
		1,079,399.19

\* 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 2015 BUDGET. (1) MAY BE ALLOWED UNDER CERTAIN CONDITIONS.

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

**(FOR MUNICIPALITIES ONLY)  
CURRENT TAXES - 2014 LEVY**

1. Amount of Levy as per Duplicate (Analysis) #	82101-00	\$ 21,993,210.30
or		
(Abstract of Ratables)	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	165,320.80
5a. Subtotal 2014 Levy	<u>22,158,531.10</u>	
5b. Reductions due to tax appeals **	82106-00	<u>22,158,531.10</u>
5c. Total 2014 Tax Levy	82107-00	2,133.06
6 Transferred to Tax Title Liens	82108-00	_____
7. Transferred to Foreclosed Property	82109-00	128,690.51
8. Remitted, Abated or Canceled	82110-00	_____
9. Discount Allowed	82121-00	234,537.56
10. Collected in Cash: In 2013	82122-00	<u>21,434,749.03</u>
In 2014 *	82124-00	_____
R.E.A.P. Revenue	82123-00	89,445.41
State's Share of 2014 Senior Citizens and Veterans Deductions Allowed	82111-00	<u>21,758,732.00</u>
Total to Line 14	_____	<u>21,889,555.57</u>
11. Total Credits	83120-00	268,975.53
12. Amount Outstanding December 31, 2014		
13. Percentage of Cash Collections to Total 2014 Levy, (Item 10 divided by Item 5c) is	$\frac{98.20\%}{82112-00}$	
14. Calculation of Current Taxes Realized in Cash:		
Total of Line 10	_____	21,758,732.00
Less: Reserve for Tax Appeals Pending	_____	-
State Division of Tax Appeals	_____	-
To Current Taxes Realized in Cash (Sheet 17)	_____	<u>21,758,732.00</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 69.999% and not 70.00%, nor 69.9999%

# 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 2014 collections.

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

Note: If municipality conducted Accelerated Tax Sale or Tax Levy Sale check here \_\_\_ \$ Complete Sheet 22a

**ACCELERATED TAX SALE / TAX LEVY SALE - CHAPTER 99**

**To Calculate Underlying Tax Collection Rate for 2014**

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 2014 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 2014 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, 2014	XXXXXXXXXX	XXXXXXXXXX
Due From State of New Jersey		XXXXXXXXXX
Due To State of New Jersey	XXXXXXXXXX	20,093.48
2. Sr. Citizens Deductions Per Tax Billings	27,000.00	XXXXXXXXXX
3. Veterans Deductions Per Tax Billings	62,500.00	XXXXXXXXXX
4. Senior and Veteran Deductions Allowed By Tax Collector	4,815.77	XXXXXXXXXX
5.		
6. Senior and Veteran Deductions Allowed By Tax Collector 2013 Taxes	250.00	
7. Sr. Citizens Deductions Disallowed By Tax Collector	XXXXXXXXXX	4,870.36
8. Sr. Citizens Deductions Disallowed By Tax Collector 2013 Taxes	XXXXXXXXXX	6,279.17
9. Received in Cash from State	XXXXXXXXXX	88,612.38
10.		
11.		
12. Balance December 31, 2014	XXXXXXXXXX	XXXXXXXXXX
Due From State of New Jersey	XXXXXXXXXX	
Due To State of New Jersey	25,289.62	XXXXXXXXXX
	119,855.39	119,855.39

Calculation of Amount to be included on Sheet 22, Item 10-  
2014 Senior Citizens and Veterans Deductions Allowed

Line 2	27,000.00
Line 3	62,500.00
Line 4	4,815.77
Sub-Total	94,315.77
Less: Line 7	4,870.36
To Item 10, Sheet 22	89,445.41

# SCHEDULE OF RESERVE FOR TAX APPEALS PENDING

(N.J.S.A. 54:3-27)

	Debit	Credit
Balance January 1, 2014	XXXXXXXXXX	-
Taxes Pending Appeals	XXXXXXXXXX	XXXXXXXXXX
Interest Earned on Taxes Pending Appeals	XXXXXXXXXX	XXXXXXXXXX
Contested Amount of 2014 Taxes Collected which are Pending State Appeal (Item 14, Sheet 22)	XXXXXXXXXX	
Interest Earned on Taxes Pending State Appeals	XXXXXXXXXX	
Cash Paid to Appellants (Including 5% Interest from Date of Payment)		XXXXXXXXXX
Closed to Results of Operations		XXXXXXXXXX
(Portion of Appeal won by Municipality, including Interest)		XXXXXXXXXX
Balance December 31, 2014	-	XXXXXXXXXX
Taxes Pending Appeals*	XXXXXXXXXX	XXXXXXXXXX
Interest Earned on Taxes Pending Appeals	XXXXXXXXXX	XXXXXXXXXX

\* Includes State Tax Court and County Board of Taxation Appeals Not Adjusted by December 31, 2014

  
 Signature of Tax Collector

License # 1803      Date 2/4/15

**COMPUTATION OF APPROPRIATION:  
RESERVE FOR UNCOLLECTED TAXES AND  
AMOUNT TO BE RAISED BY TAXATION  
IN 2015 MUNICIPAL BUDGET**

	YEAR 2015	YEAR 2014
1. Total General Appropriations for 2015 Municipal Budget Statement Item 8 (L) (Exclusive of Reserve for Uncollected Taxes)	80015- 7,179,896.82	XXXXXXX
2. Local District School Tax - Actual	80016- -	
Estimate**	80017- 7,343,000.00	XXXXXXXXXX
3. Regional School District Tax - Actual	80025- -	
Estimate*	80026- -	XXXXXXXXXX
4. Regional High School Tax - Actual	80018- -	
School Budget Estimate*	80019- 3,752,000.00	XXXXXXXXXX
5. County Tax Actual	80020- -	
Estimate*	80021- 6,051,000.00	XXXXXXXXXX
6. Special District Taxes Actual	80022- -	
Estimate*	80023- -	XXXXXXXXXX
7. Municipal Open Space Tax Actual	80027- -	
Estimate*	80028- 112,900.00	XXXXXXXXXX
8. Total General Appropriations & Other Taxes	80024-01 24,437,896.82	
9. Less: Total Anticipated Revenues from 2015 in Municipal Budget (Item 5)	80024-02 2,708,562.88	
10. Cash Required from 2015 Taxes to Support Local Municipal Budget and Other Taxes	80024-03 21,729,333.94	
11. Amount of Item 10 Divided by Equals Amount to be Raised by Taxation (Percentage used must not exceed the applicable percentage shown by Item 13, Sheet 22)	97.70% [820034-04] 80024-05 22,240,873.94	
<u>Analysis of Item 11:</u>		
Local District School Tax (Amount Shown on Line 2 Above)	7,343,000.00	
Regional School District Tax (Amount Shown on Line 3 Above)	-	
Regional High School Tax (Amount Shown on Line 4 Above)	3,752,000.00	
County Tax (Amount Shown on Line 5 Above)	6,051,000.00	
Special District Tax (Amount Shown on Line 6 Above)	-	
Municipal Open Space Tax (Amount Shown on Line 7 Above)	112,000.00	
Tax in Local Municipal Budget	4,982,873.94	
Total Amount (see Line 11)	22,240,873.94	
12. Appropriation: Reserve for Uncollected Taxes (Budget Statement, Item 8 (M) (Item 11, Less Item 10)	80024-06 511,540.00	
Computation of "Tax in Local Municipal Budget"		
Item 1 - Total General Appropriations	7,179,896.82	
Item 12 - Appropriation: Reserve for Uncollected Taxes	511,540.00	
Sub-Total	7,691,436.82	
Less: Item 9 - Total Anticipated Revenues	2,708,562.88	
Amount to be Raised by Taxation in Municipal Budget 80024-07	4,982,873.94	

\* Must not be stated in an amount less than actual Tax of year 2014.

\*\* May not be stated in an amount less than proposed budget submitted by the Local Board of Education to the Commissioner of Education on January 15, 2012 (Chap. 136, P.L. 1978). Consideration must be given to calendar year calculation.

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 \_\_\_\_\_ %  
 [(2015 Estimated Total Levy - 2014 Total Levy)/2014 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) \$ \_\_\_\_\_

**2015 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, 2014	275,947.51	XXXXXXXXXX
A. Taxes	83102-00      275,947.51	XXXXXXXXXX
B. Tax Title Liens	83103-00	XXXXXXXXXX
2. Canceled:	XXXXXXXXXX	XXXXXXXXXX
A. Taxes	83105-00	XXXXXXXXXX
B. Tax Title Liens	83106-00	XXXXXXXXXX
3. Transferred to Foreclosed Tax Title Liens:	XXXXXXXXXX	XXXXXXXXXX
A. Taxes	83108-00	XXXXXXXXXX
B. Tax Title Liens	83109-00	XXXXXXXXXX
4. Added Taxes	83110-00	6,279.17
5. Added Tax Title Liens	83111-00	XXXXXXXXXX
6. Adjustment between Taxes (Other than current year) and Tax Title Liens:	XXXXXXXXXX	XXXXXXXXXX
A. Taxes - Transfers to Tax Title Liens	83104-00	XXXXXXXXXX
B. Tax Title Liens - Transfers from Taxes	83107-00	794.69
7. Balance Before Cash Payments	XXXXXXXXXX	200,276.10
8. Totals	283,021.37	283,021.37
9. Balance Brought Down	200,276.10	XXXXXXXXXX
10. Collected:	XXXXXXXXXX	182,708.99
A. Taxes	83116-00	182,708.99
B. Tax Title Liens	83117-00	XXXXXXXXXX
11. Interest and Costs - 2014 Tax Sale	83118-00	138.49
12. 2014 Taxes Transferred to Liens	83119-00	2,133.06
13. 2014 Taxes	83123-00	268,975.53
14. Balance December 31, 2014	XXXXXXXXXX	288,814.19
A. Taxes	83121-00	285,747.95
B. Tax Title Liens	83122-00	3,066.24
15. Totals	471,523.18	471,523.18

16. Percentage of Cash Collections to Adjusted Amount Outstanding (Item No. 10 divided by Item No. 9) is 91.23%

17. Item No. 14 multiplied by percentage shown above is 263,481.01 and represents the maximum amount that may be anticipated in 2015. 83125-00

(See Note A on Sheet 22 - Current Taxes)

(1) These amounts will always be the same.

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

	Debit	Credit
1. Balance January 1, 2014	84101-00	XXXXXXXXXX
2. Foreclosed or Deeded in 2014	XXXXXXXXXX	XXXXXXXXXX
3. Tax Title Liens	84103-00	XXXXXXXXXX
4. Taxes Receivable	84104-00	XXXXXXXXXX
5A.	84102-00	XXXXXXXXXX
5B.	84105-00	XXXXXXXXXX
6. Adjustment to Assessed Valuation	84106-00	XXXXXXXXXX
7. Adjustment to Assessed Valuation	84107-00	XXXXXXXXXX
8. Sales	XXXXXXXXXX	XXXXXXXXXX
9. Cash *	84109-00	XXXXXXXXXX
10. Contract	84110-00	XXXXXXXXXX
11. Mortgage	84111-00	XXXXXXXXXX
12. Loss on Sales	84112-00	XXXXXXXXXX
13. Gain on Sales	84113-00	XXXXXXXXXX
14. Balance December 31, 2014	84114-00	XXXXXXXXXX
	-	-

### CONTRACT SALES

	Debit	Credit
15. Balance January 1, 2014	84115-00	XXXXXXXXXX
16. 2014 Sales from Foreclosed Property	84116-00	XXXXXXXXXX
17. Collected *	84117-00	XXXXXXXXXX
18.	84118-00	XXXXXXXXXX
19. Balance December 31, 2014	84119-00	XXXXXXXXXX
	-	-

### MORTGAGE SALES

	Debit	Credit
20. Balance January 1, 2014	84120-00	XXXXXXXXXX
21. 2014 Sales from Foreclosed Property	84121-00	XXXXXXXXXX
22. Collected *	84122-00	XXXXXXXXXX
23.	84123-00	XXXXXXXXXX
24. Balance December 31, 2014	84124-00	XXXXXXXXXX
	-	-

Analysis of Sale of Property: \$ \_\_\_\_\_  
 \* Total Cash Collected in 2014 (84125-00) \_\_\_\_\_

Realized in 2014 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.)

	Amount Dec. 31, 2013 per Audit Report	Amount in 2014 Budget	Amount Resulting from 2014	Balance as at Dec. 31, 2014
1. Emergency Authorization - Municipal*	\$ _____	\$ _____	\$ _____	\$ _____
2. Emergency Authorizations - Schools	\$ _____	\$ _____	\$ _____	\$ _____
3. Deficit from Operations	\$ _____	\$ _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____	\$ _____	\$ _____
<u>Sub-total Current Fund</u>	\$ _____	\$ _____	\$ _____	\$ _____
5. <u>Capital -</u>	\$ _____	\$ _____	\$ _____	\$ _____
6. <u>Trust Assessment</u>	\$ _____	\$ _____	\$ _____	\$ _____
7. <u>Animal Control Fund</u>	\$ _____	\$ _____	\$ _____	\$ _____
8. <u>Trust Other</u>	\$ _____	\$ _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____	\$ _____	\$ _____

\*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 2015
1.	_____	_____	_____	\$ _____	_____
2.	_____	_____	_____	\$ _____	_____
3.	_____	_____	_____	\$ _____	_____
4.	_____	_____	_____	\$ _____	_____



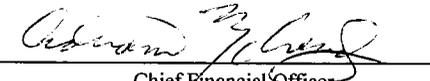
**N.J.S. 40A:4-55.1, ET SEQ., SPECIAL EMERGENCY - DAMAGE CAUSED TO ROADS OR BRIDGES BY SNOW, ICE, FROST OR FLOOD  
 N.J.S. 40A:4-55.13, ET SEQ., SPECIAL EMERGENCY - PUBLIC EXIGENCIES CAUSED BY CIVIL DISTURBANCES**

Sheet 30

Date	Purpose	Amount Authorized	Not Less Than 1/3 of Amount Authorized*	Balance Dec. 31, 2013	REDUCED IN 2014		Balance Dec. 31, 2014
					By 2014 Budget	Canceled by Resolution	
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
<b>Totals</b>		-	-	-	-	-	-

80027-00                      80028-00

It is hereby certified that all outstanding "Special Emergency" appropriations have been adopted by the governing body in full compliance with N.J.S. 40A:4-55.1 et seq. and N.J.S.A. 40A:4-55.13 et seq 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, 2014" must be entered here and then raised in the 2015 budget.





**SCHEDULE OF BONDS ISSUED AND OUTSTANDING  
AND 2015 DEBT SERVICE FOR BONDS**

**TYPE I SCHOOL TERM BONDS**

	Debit	Credit	2015 Debt Service
Outstanding January 1, 2014	80034-01 XXXXXXXXXX		
Paid	80034-02 XXXXXXXXXX		
Outstanding December 31, 2014	80034-03 -	XXXXXXXXXX -	
2015 Bond Maturities - Term Bonds	80034-04 \$		
2015 Interest on Bonds *	80034-05 \$		
<b>TYPE I SCHOOL SERIAL BOND</b>			
Outstanding January 1, 2014	80034-06 XXXXXXXXXX		
Issued	80034-07 XXXXXXXXXX		
Paid	80034-08 XXXXXXXXXX		
Outstanding December 31, 2014	80034-09 -	XXXXXXXXXX -	
2015 Interest on Bonds *	80034-10 \$		
2015 Bond Maturities - Serial Bonds		80034-11 \$	
Total "Interest on Bonds - Type I School Debt Service" (*Terms)		80034-12 \$	-

**LIST OF BONDS ISSUED DURING 2014**

Purpose	2015 Maturity -01	Amount Issued -02	Date of Issue	Interest Rate
Total	80035-	-		

**2015 INTEREST REQUIREMENT - CURRENT FUND DEBT ONLY**

	Outstanding Dec. 31, 2014	2015 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)

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2014	Date of Maturity	Rate of Interest	2015 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.								
<b>Total</b>	-		-			-	-	

Sheet 33

Memo: Designate all "Capital Notes" issued under N.J.S. 40A:2-8(b) with "C". Such notes must be retired at the rate of 20% of the original amount issued annually. 80051-01      80051-02

Memo: Type 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 2012 or prior require one legally payable installment to be budgeted if it is contemplated that such notes will be renewed in 2015 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

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2014	Date of Maturity	Rate of Interest	2015 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.								
<b>Total</b>	-		-			-	-	

Sheet 34

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

Assessment Notes with an original date of issue of December 31, 2012 or prior must be appropriated in full in the 2015 Dedicated Assessment Budget or written intent of permanent financing submitted with statement.

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

80051-01                      80051-02

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

# SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Obligation Outstanding Dec. 31, 2014	2015 Budget Requirement	
		For Principal	For Interest/Fees
<u>Leases approved by LFB after July 1, 2007</u>			
1			
2.			
3.			
4.			
5.			
Sub-total			
<u>Leases approved by LFB prior to July 1, 2007</u>			
1			
2.			
3.			
4.			
5.			
Sub-total			
<b>Total</b>	-	-	-
		80051-01	80051-02

Sheet 34a

(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, 2014		2014 Authorizations	Adjustments	Expended	Authorizations Canceled	Balance - December 31, 2014	
	Funded	Unfunded					Funded	Unfunded
See Attached Sheet 35a	1,932,648.59	250.00	1,568,600.00	56,894.95	2,724,231.35		197,535.06	636,627.13
	1,932,648.59	250.00	1,568,600.00	56,894.95	2,724,231.35	-	197,535.06	636,627.13

Sheet 35

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

**BOROUGH OF BERLIN**  
**GENERAL CAPITAL FUND**  
**Statement of Improvement Authorizations**  
**For the Year Ended December 31, 2014**

Ordinance Number	Improvement Description	Ordinance Date	Ordinance Amount	Balance Dec. 31, 2013		2014 Authorizations			Balance Dec. 31, 2014		
				Funded	Unfunded	Capital Improvement Fund	Due From NJ Department of Transportation	Deferred Charges To Future Taxation-- Unfunded	Paid or Charged	Adjustments	Funded
<b>General Improvements</b>											
04-9.13	Reforestation	6-03-04; 10-04-07	\$ 288,800.00	\$ 8,515.00							
04-16; 04-22.3	Municipal Facilities Lighting and Security	4-18-06	50,400.00	20,146.46						\$ 8,515.00	
06-11.3	Recreation Center Improvements	7-17-06	750,000.00	3,121.70							20,146.46
07-17.1	Road Reconstruction	9-17-07	328,250.00	102,371.39							3,121.70
07-17.2	Improvements to Public Buildings	9-17-07	222,200.00	31,265.76					\$ 103,679.64	\$ 1,308.25	
08-12.2	Purchase of Fire Truck Apparatus	10-06-08	30,000.00	0.28					31,265.76		
09-15.1	Purchase of Recycling and Trash Truck	10-05-09	415,000.00	31,817.91							0.28
10-8.1	Acquisition of Emergency Vehicle	8-2-10	160,000.00	3,653.18							31,817.91
10-8.2	Acquisition of Fire Rescue Equipment	8-2-10	17,000.00	918.16							3,653.18
11-5.1	Improvement to Various Roads	5-2-11	613,400.00								918.16
11-5.3	Acquisition of Public Works Equipment	5-2-11	30,000.00	731.00					9,717.27	25,719.00	16,001.73
11-5.4	Acquisition of Fire Rescue Equipment	5-2-11	55,000.00	0.38							731.00
11-5.6	Acquisition of Senior Bus	5-2-11	60,000.00	2,120.00							0.38
12-6.1	Improvement to Various Roads	3-5-12	319,000.00	21,697.44							2,120.00
12-6.5	Improvement to Municipal Facilities	3-5-12	120,000.00	49,034.76					21,697.44		
13-3.1	Road Reconstruction	4-1-13	295,000.00	16,832.22					18,147.00		
13-3.2	Acquisition of Public Works Equipment	4-1-13	275,000.00	17,407.46					8,850.00	29,867.70	30,887.76
13-3.4	Acquisition of Fire Rescue Equipment	4-1-13	50,000.00	12,256.00							37,849.92
13-3.5	Acquisition of Ambulance Squad Equipment	4-1-13	3,000.00	3,000.00					12,256.00		17,407.46
13-3.6	Construction of Police Facility	4-1-13	1,641,000.00	1,607,759.49	\$ 250.00						3,000.00
14-2.1	Road Reconstruction	3-5-14	350,000.00						1,600,490.37		7,269.12
14-2.2	Acquisition of Public Works Equipment	3-5-14	290,000.00			\$ 7,500.00	\$ 200,000.00	\$ 142,500.00	281,779.73		\$ 250.00
14-2.3	Acquisition of Police Equipment	3-5-14	30,000.00			14,500.00		275,500.00	69,543.05		68,220.27
14-2.4	Acquisition of Fire Rescue Equipment	3-5-14	50,000.00			1,500.00		28,500.00	30,000.00		220,456.95
14-2.5	Acquisition of Emergency Equipment	3-5-14	3,600.00			2,500.00		47,500.00	32,453.47		17,546.53
14-2.6	Improvement to Municipal Facilities	3-5-14	545,000.00			200.00		3,400.00	3,535.25		64.75
14-12.1	Improvement to Public Buildings	9-2-14	225,000.00			27,250.00		517,750.00	499,911.37		45,088.63
14-12.2	Acquisition of Technology Equipment	9-2-14	75,000.00			11,250.00		213,750.00	305.00		10,945.00
						3,750.00		71,250.00	600.00		213,750.00
				<u>\$ 1,932,648.59</u>	<u>\$ 250.00</u>	<u>\$ 68,450.00</u>	<u>\$ 200,000.00</u>	<u>\$ 1,300,150.00</u>	<u>\$ 2,724,231.35</u>	<u>\$ 56,894.95</u>	<u>\$ 197,535.06</u>
											<u>\$ 636,627.13</u>
<b>Disbursements</b>											
Reserve for Encumbrances									\$ 1,952,691.44		
Contracts Payable									87,499.13		
									<u>684,040.78</u>		
									<u>\$ 2,724,231.35</u>		
<b>Contracts Payable Cancelled</b>											
<b>Encumbrances Cancelled</b>									\$ 55,586.70		
									<u>1,308.25</u>		
									<u>\$ 56,894.95</u>		

Sheet 35a



# GENERAL CAPITAL FUND

## SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS

		Debit	Credit
Balance January 1, 2014	80030-01	XXXXXXXXXX	
Received from 2014 Budget Appropriation *	80030-02	XXXXXXXXXX	
Received from 2014 Emergency Appropriation *	80030-03	XXXXXXXXXX	
Appropriated to Finance Improvement Authorizations	80030-04		XXXXXXXXXX
Balance December 31, 2014	80030-05	-	XXXXXXXXXX

\*The full amount of the 2014 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.

### CAPITAL IMPROVEMENTS AUTHORIZED IN 2014 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 2014 or Prior Years
Road Reconstruction (A)	350,000.00	142,500.00	7,500.00	7,500.00
Acquisition of Various Equipment	373,600.00	354,900.00	18,700.00	18,700.00
Improvement to Municipal Facilities	545,000.00	517,750.00	27,250.00	27,250.00
Improvement to Public Buildings	225,000.00	213,750.00	11,250.00	11,250.00
Technology Equipment	75,000.00	71,250.00	3,750.00	3,750.00
(A) \$200,000 funding from NJDOT				
Total 80032-00	1,568,600.00	1,300,150.00	68,450.00	68,450.00

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

# GENERAL CAPITAL FUND

## STATEMENT OF CAPITAL SURPLUS YEAR - 2014

	Debit	Credit
Balance January 1, 2014	80029-01	XXXXXXX
Premium on Sale of Bonds	XXXXXXX	67,666.12
Funded Improvement Authorizations Canceled	XXXXXXX	
Appropriated to Finance Improvement Authorizations	80029-02	XXXXXXX
Appropriated to 2014 Budget Revenue	80029-03	XXXXXXX
Balance December 31, 2014	80029-04	67,666.12
	67,666.12	XXXXXXX
	67,666.12	67,666.12

### 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, 2014
2. Amount of Cash in Special Trust Fund as of December 31, 2014 (Note A)
3. Amount of Bonds Issued Under Item 1 Maturing in 2015
4. Amount of Interest on Bonds with a Covenant - 2015 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 2015 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 2014 was   | \$ <u>22,158,531.10</u> |
| 2. Amount of Item 1 Collected in 2014 (*) | \$ <u>21,758,732.00</u> |
| 3. Seventy (70) percent of Item 1         | \$ <u>15,510,971.77</u> |
- (\* ) Including prepayments and overpayments applied.

- B.
1. Did any maturities of bonded obligations or notes fall due during the year 2014?  
 Answer YES or NO YES \_\_\_\_\_
  2. Have payments been made for all bonded obligations or notes due on or before  
 December 31, 2014?  
 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 2015 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 2013 \$ \_\_\_\_\_
  2. 4% of 2013 Tax Levy for all purposes:  
 Levy - - = \$ \_\_\_\_\_
  3. Cash Deficit 2014 \$ \_\_\_\_\_
  4. 4% of 2014 Tax Levy for all purposes:  
 Levy - - = \$ 886,341.24

	<u>2013</u>	<u>2014</u>	<u>Total</u>
E. <u>Unpaid</u>			
1. State Taxes	\$ _____	\$ _____	\$ _____
2. County Taxes	\$ _____	\$ <u>47,658.97</u>	\$ <u>47,658.97</u>
3. Amounts due Special Districts	\$ _____	\$ _____	\$ _____
4. Amounts due School Districts for Local School Tax	\$ _____	\$ <u>574,941.00</u>	\$ <u>574,941.00</u>

**SHEETS 40 to 68, 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 2014, please observe instructions of Sheet 2.



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 - WATER UTILITY FUND**  
AS AT DECEMBER 31, 2014  
**Operating and Capital Sections**  
(Separately Stated)

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

Title of Account	Debit	Credit
<b>WATER UTILITY CAPITAL FUND</b>		
Cash	835,163.75	
Investments		
Deferred Charges (Sheet 48)	-	
Fixed Capital	17,653,817.93	
Fixed Capital Authorized and Uncomplete	2,704,530.00	
Reserve for Encumbrances		6,663.90
Bond Anticipation Notes Payable		-
Loans Payable		-
Loans Payable		2,165,312.44
Serial Bonds Payable		2,837,881.00
Improvement Authorizations:		
Funded		414,346.51
Unfunded		171,982.48
Capital Improvement Fund		26,230.71
Capital Surplus		16,965.62
Reserve for Payment of Debt		399,674.53
Reserve for Amortization		15,030,305.49
Deferred Reserve for Amortization		124,149.00
Estimated Proceeds Bonds and Notes	200,700.00	XXXXXXXXXX
Bonds and Notes Authorized and Not Issued	XXXXXXXXXX	200,700.00
<b>Total Water Utility Capital Fund</b>	<b>21,394,211.68</b>	<b>21,394,211.68</b>

(Do not crowd - add additional sheets)



## ANALYSIS OF WATER UTILITY ASSESSMENT TRUST CASH AND INVESTMENTS PLEGGED TO LIABILITIES AND SURPLUS

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2013	RECEIPTS					Disbursements	Balance Dec. 31, 2014
		Assessments and Liens	Operating Budget					
Assessment Serial Bond Issues:	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
								-
								-
								-
								-
								-
Assessment Bond Anticipation Note Issues:	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
								-
								-
								-
								-
Other Liabilities								-
Trust Surplus								-
Less Assets "Unfinanced"	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
								-
								-
								-
	-	-	-	-	-	-	-	-

Sheet 43

# SCHEDULE OF WATER UTILITY BUDGET - 2014

## BUDGET REVENUES

Source	Budget	Received in Cash	Excess or Deficit*
Operating Surplus Anticipated 91301-	112,328.00	112,328.00	-
Operating Surplus Anticipated with Consent of Director of Local Govt. Services 91302-			-
Rents 91303-	2,350,000.00	2,339,294.11	(10,705.89)
Fire Hydrant Service 91304-	350,000.00	457,168.52	107,168.52
Miscellaneous 91305-	20,000.00	39,118.73	19,118.73
Reserve for Payment of Debt	33,200.00	33,200.00	-
			-
			-
Added by N.J.S. 40A:4-87: (List)	XXXXXXX	XXXXXXX	XXXXXXX
			-
			-
Subtotal	2,865,528.00	2,981,109.36	115,581.36
Deficit (General Budget) ** 91306-	91307-	2,865,528.00	2,981,109.36
			115,581.36

\*\* 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 45.

## STATEMENT OF BUDGET APPROPRIATIONS

Appropriations	XXXXXXX
Adopted Budget	2,865,528.00
Added by N.J.S. 40A:4-87	
Emergency	55,000.00
Total Appropriations	2,920,528.00
Add: Overexpenditures (See Footnote)	
Total Appropriations and Overexpenditures	2,920,528.00
Deduct Expenditures:	
Paid or Charged	2,887,613.78
Reserved	25,189.16
Surplus (General Budget) **	
Total Expenditures	2,912,802.94
Unexpended Balance Canceled (See Footnote)	7,725.06

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 2014 OPERATION

## WATER UTILITY

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2014 Water Utility Budget contained either an item of revenue "Deficit (General Budget)" or an item of appropriation "Surplus (General Budget)"

Section 2 should be filled out in every case.

### SECTION 1:

Revenue Realized:	XXXXXXX	
Budget Revenue (Not Including "Deficit (General Budget)")	2,981,109.36	
Miscellaneous Revenue Not Anticipated		
2013 Appropriation Reserves Canceled *	61,177.46	
Cancellation of Accounts Payable	2,710.79	
<b>Total Revenue Realized</b>		<b>3,044,997.61</b>
Expenditures:	XXXXXXXX	
Appropriations (Not Including "Surplus (General Budget)")	XXXXXXXX	
Paid or Charged	2,887,613.78	
Reserved	25,189.16	
Expended Without Appropriation		
Cash Refund of Prior Year's Revenue	276.47	
Overexpenditure of Appropriation Reserves		
Total Expenditures	2,913,079.41	
Less: Deferred Charges Included In Above "Total Expenditures"		
<b>Total Expenditures - As Adjusted</b>		<b>2,913,079.41</b>
Excess		131,918.20
Budget Appropriation - Surplus (General Budget) **		-
Balance of "Results of 2014 Operation"		
Remainder= ("Excess in Operations" - Sheet 46)	131,918.20	
Deficit		
Anticipated Revenue - Deficit (General Budget) **		-
Balance of "Results of 2014 Operation"		
Remainder= ("Operating Deficit - to Trial Balance" - Sheet 46)	-	

### SECTION 2:

The following Item of 2013 Appropriation Reserves Canceled in 2014 is Due to the Current Fund TO THE EXTENT OF the amount Received and Due from the General Budget of 2013 for an Anticipated Deficit in the Water Utility for 2013:

2013 Appropriation Reserves Canceled in 2014	61,177.46	
Less: Anticipated Deficit in 2013 Budget - Amount Received and Due from Current Fund - If none, enter "None"		
<b>*Excess (Revenue Realized)</b>		<b>61,177.46</b>

\*\*Items must be shown in same amounts on Sheet 44.

# RESULTS OF 2014 OPERATIONS - WATER UTILITY

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXXX	115,581.36
Unexpended Balances of Appropriations	XXXXXXXX	7,725.06
Miscellaneous Revenue Not Anticipated	XXXXXXXX	-
Unexpended Balances of 2013 Appropriation Reserves *	XXXXXXXX	61,177.46
Cancellation of Accounts Payable		2,710.79
Deficit in Anticipated Revenue		XXXXXXX
Cash Refund of Prior Year's Revenue	276.47	XXXXXXX
Operating Deficit - to Trial Balance	XXXXXXXX	
Excess in Operations - to Operating Surplus	186,918.20	XXXXXXX
*See restriction in amount on Sheet 45, SECTION 2	187,194.67	187,194.67

## OPERATING SURPLUS - WATER UTILITY

	Debit	Credit
Balance January 1, 2014	XXXXXXXX	938,259.01
Excess in Results of 2014 Operations	XXXXXXXX	186,918.20
Amount Appropriated in 2014 Budget - Cash	112,328.00	XXXXXXXX
Amount Appropriated in 2014 Budget with Prior Written Consent of Director of Local Government Services		XXXXXXXX
Balance December 31, 2014	1,012,849.21	XXXXXXXX
	1,125,177.21	1,125,177.21

## ANALYSIS OF BALANCE December 31, 2014 (FROM WATER UTILITY - TRIAL BALANCE)

Cash		1,030,258.37
Investments		-
Interfund Accounts Receivable		
Subtotal		1,030,258.37
Deduct Cash Liabilities Marked with "C" on Trial Balance		72,409.16
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		957,849.21
Other Assets Pledged to Operating Surplus*		
Deferred Charges #	55,000.00	
Operating Deficit #		
Total Other Assets		55,000.00
		1,012,849.21

# MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2015 BUDGET.  
 \* In the case of a "Deficit in Operating Surplus Cash",  
 "other Assets" would be also pledged to cash liabilities.

**SCHEDULE OF WATER UTILITY ACCOUNTS RECEIVABLE**

Balance December 31, 2013		\$ <u>307,676.04</u>
Increased by:		
Water Rents Levied		\$ <u>2,807,660.28</u>
Decreased by:		
Collections	\$ <u>2,783,387.33</u>	
Overpayments applied	\$ <u>13,075.30</u>	
Transfer to Water Liens	\$ _____	
Other	\$ <u>9,001.85</u>	
Balance December 31, 2014		\$ <u>2,805,464.48</u>
		\$ <u>309,871.84</u>

**SCHEDULE OF WATER UTILITY LIENS**

Balance December 31, 2013		\$ _____
Increased by:		
Transfers from Accounts Receivable	_____	
Penalties and Costs	_____	
Other	_____	
Decreased by:		
Collections	_____	
Other	_____	
Balance December 31, 2014		\$ _____
		\$ _____

**DEFERRED CHARGES**  
**- MANDATORY CHARGES ONLY -**  
**WATER UTILITY FUND**

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

	Amount Dec. 31, 2013 per Audit Report	Amount in 2014 Budget	Amount Resulting from 2014	Balance as at Dec. 31, 2014
1. Emergency Authorization - *	\$ _____	\$ _____	\$ 55,000.00	\$ 55,000.00
2. _____	\$ _____	\$ _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____	\$ _____	\$ _____
5. Deficit in Operations	\$ _____	\$ _____	\$ -	\$ -
<b>Total Operating</b>	\$ -	\$ -	\$ 55,000.00	\$ 55,000.00
6. _____	\$ _____	\$ _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____	\$ _____	\$ _____
8. _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>Total Capital</b>	\$ -	\$ -	\$ -	\$ -

\*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**

	In favor of	On Account of	Date Entered	Amount	Appropriated for in Budget of Year 2015
1.	_____	_____	_____	\$ _____	_____
2.	_____	_____	_____	\$ _____	_____
3.	_____	_____	_____	\$ _____	_____
4.	_____	_____	_____	\$ _____	_____





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

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2014	Date of Maturity	Rate of Interest	2015 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
	-		-			-	-	

Sheet 50

**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 2012 or prior require one legal payable installment to be budgeted if it is contemplated that such notes will be renewed in 2015 or written intent of permanent financing submitted.

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

INTEREST ON NOTES - WATER UTILITY BUDGET	
2015 Interest on Notes	\$ -
Less: Interest Accrued to 12/31/2014 (Trial Balance)	\$
Subtotal	\$ -
Add: Interest to be Accrued as of 12/31/2015	\$ 1,000.00
Required Appropriation - 2015	\$ 1,000.00

(Do not crowd - add additional sheets)

## DEBT SERVICE SCHEDULE FOR UTILITY ASSESSMENT NOTES

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2014	Date of Maturity	Rate of Interest	2015 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.	-		-			-	-	

Sheet 51

**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, 2012 or prior must be appropriated in full in the 2015 Dedicated Utility Assessment Budget or written intent of permanent financing submitted.

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

# SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Obligation Outstanding Dec. 31, 2014	2015 Budget Requirement	
		For Principal	For Interest/Fees
<u>Leases approved by LFB after July 1, 2007</u>			
1.			
2.			
3.			
4.			
5.			
Sub-total	-	-	-
<u>Leases approved by LFB prior to July 1, 2007</u>			
1.			
2.			
3.			
4.			
5.			
Sub-total	-	-	-
<b>Total</b>	-	-	-

Sheet 51a

(Do not crowd - add additional sheets)

## SCHEDULE OF IMPROVEMENT AUTHORIZATIONS (UTILITY CAPITAL FUND)

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2014		2014 Authorizations		Expended	Authorizations Canceled	Balance - December 31, 2014	
	Funded	Unfunded					Funded	Unfunded
See Attached Sheet 52a	466,585.07	700.00	200,000.00		80,956.08		414,346.51	171,982.48
<b>Total</b>	466,585.07	700.00	200,000.00	-	80,956.08	-	414,346.51	171,982.48

Sheet 52

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

**BOROUGH OF BERLIN**  
**WATER UTILITY CAPITAL FUND**  
**Statement of Improvement Authorizations**  
**For the Year Ended December 31, 2014**

Ordinance Number	Improvement Description	Date	Ordinance Amount	Balance Dec. 31, 2013		2014 Authorizations		Balance Dec. 31, 2014	
				Funded	Unfunded	Deferred Charges to Future Revenue	Decreased	Funded	Unfunded
04-09.1	Route 73 Water Main Extension	6-3-04	\$ 1,000,000.00	\$ 6,200.00				\$ 6,200.00	
06-14.1	Purchase of Computer Software	8-21-06	18,000.00	4430.43				4,430.43	
06-14.2	Equipment and System Improvements	8-21-06	105,000.00	32,828.35			\$ 23,865.76	8,962.59	
07-17.1	Plant Improvements and Controls	9-6-07	63,630.00	58,063.49				58,063.49	
07-17.2	Main Improvements	9-6-07	292,900.00	282,498.67				282,498.67	
09-08.1	Redrilling of Well #10	7-6-09	900,000.00	52,985.64			28,022.80	24,962.84	
09-08.2	Repair of Filters in Plant No. 1	7-6-09	100,000.00	29,175.49			350.00	29,175.49	
13-03.7	Acquisition of Equipment	4-1-13	25,000.00	403.00	\$ 700.00			53.00	\$ 700.00
14-06	Equipment and System Improvements	5-5-14	200,000.00			\$ 200,000.00	28,717.52		171,282.48
				<u>\$ 466,585.07</u>	<u>\$ 700.00</u>	<u>\$ 200,000.00</u>	<u>\$ 80,956.08</u>	<u>\$ 414,346.51</u>	<u>\$ 171,982.48</u>
Disbursed							\$ 78,784.88		
Reserve for Encumbrances							2,171.20		
							<u>\$ 80,956.08</u>		

Sheet 5a

**WATER UTILITY CAPITAL FUND**  
**SCHEDULE OF CAPITAL IMPROVEMENT FUND**

	Debit	Credit
Balance January 1, 2014	XXXXXXX	1,230.71
Received from 2014 Budget Appropriation *	XXXXXXX	25,000.00
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	XXXXXXX	
<i>List by Improvements - Direct Charges Made for Preliminary Costs:</i>	XXXXXXX	XXXXXXX
		XXXXXXX
<i>Appropriated to Finance Improvement Authorizations</i>		XXXXXXX
		XXXXXXX
Balance December 31, 2014	26,230.71	XXXXXXX
	26,230.71	26,230.71

**WATER UTILITY CAPITAL FUND**  
**SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS**

	Debit	Credit
Balance January 1, 2014	XXXXXXX	
Received from 2014 Budget Appropriation	XXXXXXX	
Received from 2014 Emergency Appropriation *	XXXXXXX	
<i>Appropriated to Finance Improvement Authorizations</i>		XXXXXXX
		XXXXXXX
Balance December 31, 2014	-	XXXXXXX
	-	-

\*The full amount of the 2014 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.









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

Title of Liability to which Cash and Investments are Pledged	Audit Balance Dec. 31, 2013	RECEIPTS					Disbursements	Balance Dec. 31, 2014
		Assessments and Liens	Operating Budget					
Assessment Serial Bond Issues:	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
								-
								-
								-
								-
Assessment Bond Anticipation Note Issues:	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
								-
								-
								-
								-
Other Liabilities								-
Trust Surplus								-
Less Assets "Unfinanced"	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX
								-
								-
								-
	-	-	-	-	-	-	-	-

Sheet 57

# SCHEDULE OF SEWER UTILITY BUDGET - 2014

## BUDGET REVENUES

Source	Budget	Received in Cash	Excess or Deficit*
Operating Surplus Anticipated	37,100.00	37,100.00	-
Operating Surplus Anticipated with Consent of Director of Local Govt. Services			-
01			
02			
Sewer Rents	649,200.00	649,200.00	-
Additional Sewer Rents	51,500.00	40,792.52	(10,707.48)
Interest on Investments and Deposits	350.00	671.72	321.72
Miscellaneous	7,850.00	5,894.12	(1,955.88)
			-
Added by N.J.S. 40A:4-87 (List)	XXXXXXXX	XXXXXXXX	XXXXXXXX
			-
			-
			-
Subtotal	746,000.00	733,658.36	(12,341.64)
Deficit (General Budget) **	07		
	08	746,000.00	(12,341.64)

\*\*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

<b>Appropriations:</b>		XXXXXXX
Adopted Budget		746,000.00
Added by N.J.S. 40A:4-87		
Emergency		
<b>Total Appropriations</b>		746,000.00
<b>Add: Overexpenditures (See Footnote)</b>		
<b>Total Appropriations and Overexpenditures</b>		746,000.00
<b>Deduct Expenditures:</b>		
Paid or Charged	722,286.89	
Reserved	8,350.99	
Surplus (General Budget) **		
<b>Total Expenditures</b>		730,637.88
Unexpended Balance Canceled (See Footnote)		15,362.12

**FOOTNOTES - RE: OVEREXPENDITURES:**

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

**RE: UNEXPENDED BALANCE CANCELED:**

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

# STATEMENT OF 2014 OPERATION

SEWER            UTILITY           

NOTE: Section 1 of this sheet is required to be filled out ONLY IF the 2014            SEWER            Utility

Budget contained either an item of revenue "Deficit (General Budget)" or an item of appropriation "Surplus (General Budget)"

Section 2 should be filled out in every case.

**SECTION 1:**

Revenue Realized:	XXXXXXX	
Budget Revenue (Not Including "Deficit (General Budget)")	733,658.36	
Miscellaneous Revenue Not Anticipated		
2013 Appropriation Reserves Canceled *	7,597.26	
(Excess Revenue Realized)		
Cancellation of Overpayments	511.57	
<b>Total Revenue Realized</b>		<b>741,767.19</b>
Expenditures:	XXXXXXX	
Appropriations (Not Including "Surplus (General Budget)")	XXXXXXX	
Paid or Charged	722,286.89	
Reserved	8,350.99	
Expended Without Appropriation		
Cash Refund of Prior Year's Revenue		
Overexpenditure of Appropriation Reserves		
<b>Total Expenditures</b>	<b>730,637.88</b>	
Less: Deferred Charges Included In		
Above "Total Expenditures"		
<b>Total Expenditures - As Adjusted</b>		<b>730,637.88</b>
Excess		11,129.31
Budget Appropriation - Surplus (General Budget) **		-
Remainder = Balance of Results of 2014 Operation		
("Excess in Operations" - Sheet 60)	11,129.31	
Deficit		

Anticipated Revenue - Deficit (General Budget) **		
Remainder = Balance of Results of 2014 Operation		-
("Operating Deficit - to Trial Balance" - Sheet 60)	-	

**SECTION 2:**

The following Item of 2013 Appropriation Reserves Canceled in 2014 Is Due to the Current Fund TO THE EXTENT OF the amount Received and Due from the General Budget of 2013 for an Anticipated Deficit in the SEWER            Utility for 2013:

2013 Appropriation Reserves Canceled in 2014		7,597.26
Less: Anticipated Deficit in 2013 Budget - Amount Received		
and Due from Current Fund - If none, enter "None"		
<b>* Excess (Revenue Realized)</b>		<b>7,597.26</b>

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

**RESULTS OF 2014 OPERATIONS**

**SEWER**

**UTILITY**

	Debit	Credit
Excess in Anticipated Revenues	XXXXXXX	
Unexpended Balances of Appropriations	XXXXXXX	15,362.12
Miscellaneous Revenue Not Anticipated	XXXXXXX	-
Unexpended Balances of 2013 Appropriation Reserves*	XXXXXXX	7,597.26
Cancellation of Overpayments		511.57
Deficit in Anticipated Revenue	12,341.64	XXXXXXX
		XXXXXXX
Operating Deficit - to Trial Balance	XXXXXXX	
Excess in Operations - to Operating Surplus	11,129.31	XXXXXXX
* See restriction in amount on Sheet 59, SECTION 2	23,470.95	23,470.95
<b>OPERATING SURPLUS -</b>	<b>SEWER</b>	<b>UTILITY</b>

	Debit	Credit
Balance January 1, 2014	XXXXXXX	37,840.55
Excess in Results of 2014 Operations	XXXXXXX	11,129.31
Amount Appropriated in 2014 Budget - Cash		XXXXXXX
Amount Appropriated in 2014 Budget with Prior Written Consent of Director of Local Government Services	37,100.00	XXXXXXX
Balance December 31, 2014	11,869.86	XXXXXXX
	48,969.86	48,969.86

**ANALYSIS OF BALANCE DECEMBER 31, 2014  
(FROM SEWER UTILITY - TRIAL BALANCE)**

Cash		34,359.31
Investments		-
Interfund Accounts Receivable		
Subtotal		34,359.31
Deduct Cash Liabilities Marked with "C" on Trial Balance		22,489.45
Operating Surplus Cash or (Deficit in Operating Surplus Cash)		11,869.86
*Other Assets Pledged to Operating Surplus		
Deferred Charges #		
Operating Deficit #		
Total Other Assets		11,869.86

# MAY NOT BE ANTICIPATED AS NON-CASH SURPLUS IN 2015 BUDGET

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

**SCHEDULE OF SEWER UTILITY ACCOUNTS RECEIVABLE**

Balance December 31, 2013 \$ 77,511.62

Increased by: \$ 703,706.76

SEWER Rents Levied

Decreased by:

Collections \$ 689,490.78

Overpayments applied \$ 501.74

Transfer to \_\_\_\_\_ Liens \$ \_\_\_\_\_

Other \$ 46.50

\$ 690,039.02

Balance December 31, 2014 \$ 91,179.36

**SCHEDULE OF SEWER LIENS**

Balance December 31, 2013 \$ \_\_\_\_\_

Increased by:

Transfers from Accounts Receivable \$ \_\_\_\_\_

Penalties and Costs \$ \_\_\_\_\_

Other \$ \_\_\_\_\_

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

Decreased by:

Collections \$ \_\_\_\_\_

Other \$ \_\_\_\_\_

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

Balance December 31, 2014 \$ \_\_\_\_\_

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

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

	Amount Dec. 31, 2013 per Audit Report	Amount in 2014 Budget	Amount Resulting from 2014	Balance as at Dec. 31, 2014
1. Emergency Authorization - *	\$ _____	\$ _____	\$ _____	\$ _____
2. _____	\$ _____	\$ _____	\$ _____	\$ _____
3. _____	\$ _____	\$ _____	\$ _____	\$ _____
4. _____	\$ _____	\$ _____	\$ _____	\$ _____
5. Deficit in Operations	\$ _____	\$ _____	\$ _____	\$ _____
<b>Total Operating</b>	\$ _____	\$ _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____	\$ _____	\$ _____
8. _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>Total Capital</b>	\$ _____	\$ _____	\$ _____	\$ _____

\*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**

	In favor of	On Account of	Date Entered	Amount	Appropriated for in Budget of Year 2015
1. _____	_____	_____	_____	\$ _____	_____
2. _____	_____	_____	_____	\$ _____	_____
3. _____	_____	_____	_____	\$ _____	_____
4. _____	_____	_____	_____	\$ _____	_____





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

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2014	Date of Maturity	Rate of Interest	2015 Budget Requirement		Interest Computed to (Insert Date)
						For Principal	For Interest **	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
			-			-	-	

Sheet 64

**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 2012 or prior require one legal payable installment to be budgeted if it is contemplated that such notes will be renewed in 2015 or written intent of permanent financing submitted.

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

INTEREST ON NOTES -	UTILITY BUDGET
2015 Interest on Notes	\$ -
Less: Interest Accrued to 12/31/2014 (Trial Balance)	\$ -
Subtotal	\$ -
Add: Interest to be Accrued as of 12/31/2015	\$ 2,342.47
Required Appropriation - 2015	\$ 2,342.47

(Do not crowd - add additional sheets)

## DEBT SERVICE SCHEDULE FOR UTILITY ASSESSMENT NOTES

Sheet 65

Title or Purpose of Issue	Original Amount Issued	Original Date of Issue*	Amount of Note Outstanding Dec. 31, 2014	Date of Maturity	Rate of Interest	2015 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, 2012 or prior must be appropriated in full in the 2015 Dedicated Utility Assessment Budget or written intent of permanent financing submitted.

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

## SCHEDULE OF CAPITAL LEASE PROGRAM OBLIGATIONS

Purpose	Amount of Obligation Outstanding Dec. 31, 2014	2015 Budget Requirement	
		For Principal	For Interest/Fees
<u>Leases approved by LFB after July 1, 2007</u>			
1.			
2.			
3.			
4.			
5.			
Sub-total	-	-	-
<u>Leases approved by LFB prior to July 1, 2007</u>			
1.			
2.			
3.			
4.			
5.			
Sub-total	-	-	-
<b>Total</b>	-	-	-

Sheet 65a

80051-01

80051-02

(Do not crowd - add additional sheets)

# SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

SEWER

UTILITY CAPITAL FUND

IMPROVEMENTS Specify each authorization by purpose. Do not merely designate by a code number.	Balance - January 1, 2014		2014 Authorizations		Expended	Authorizations Canceled	Balance - December 31, 2014	
	Funded	Unfunded					Funded	Unfunded
See Attached Sheet 66a	503,434.96	500.00	500,000.00		311,385.07		503,434.96	189,114.93
<b>Total</b>	<b>503,434.96</b>	<b>500.00</b>	<b>500,000.00</b>	<b>-</b>	<b>311,385.07</b>	<b>-</b>	<b>503,434.96</b>	<b>189,114.93</b>

Sheet 66

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

**BOROUGH OF BERLIN**  
**SEWER UTILITY CAPITAL FUND**  
Statement of Improvement Authorizations  
For the Year Ended December 31, 2014

Ordinance Number	Improvement Description	Date	Ordinance Amount	Balance Dec. 31, 2013		2014 Authorizations			Balance Dec. 31, 2014	
				Funded	Unfunded	Down Payments on Improvements	Deferred Charges to Future Revenue	Decreased	Funded	Unfunded
06-14.1	Purchase of Computer Software	8-21-06	\$ 18,000.00	\$ 4,430.44					\$ 4,430.44	
07-17	Purchase of Submersible Wells	9-6-07	49,980.00	12,941.61					12,941.61	
12-6.6	Acquisition of Capital Equipment	3-5-12	30,000.00	7,780.07	\$ 500.00				7,780.07	\$ 500.00
13-3.8	Line Repair and Acquisition of Equipment	4-1-13	500,000.00	478,282.84					478,282.84	
14-2.7	Sewer Utility Improvements	3-5-14	500,000.00			\$ 25,000.00	\$ 475,000.00	\$ 311,385.07		188,614.93
				<u>\$ 503,434.96</u>	<u>\$ 500.00</u>	<u>\$ 25,000.00</u>	<u>\$ 475,000.00</u>	<u>\$ 311,385.07</u>	<u>\$ 503,434.96</u>	<u>\$ 189,114.93</u>
	Disbursements							\$ 52,132.07		
	Contracts Payable							259,253.00		
								<u>\$ 311,385.07</u>		

Sheet 66a

**SEWER UTILITY CAPITAL FUND**  
**SCHEDULE OF CAPITAL IMPROVEMENT FUND**

	Debit	Credit
Balance January 1, 2014	XXXXXXXX	221.95
Received from 2014 Budget Appropriation *	XXXXXXXX	5,000.00
Improvement Authorizations Canceled (financed in whole by the Capital Improvement Fund)	XXXXXXXX	
	XXXXXXXX	
List by Improvements - Direct Charges Made for Preliminary Costs:	XXXXXXXX	XXXXXXXX
		XXXXXXXX
Appropriated to Finance Improvement Authorizations		XXXXXXXX
		XXXXXXXX
Balance December 31, 2014	5,221.95	5,221.95

**SEWER UTILITY CAPITAL FUND**  
**SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS**

	Debit	Credit
Balance January 1, 2014	XXXXXXXX	
Received from 2014 Budget Appropriation *	XXXXXXXX	25,000.00
Received from 2014 Emergency Appropriation *	XXXXXXXX	
Appropriated to Finance Improvement Authorizations	25,000.00	XXXXXXXX
		XXXXXXXX
Balance December 31, 2014	25,000.00	25,000.00

\*The full amount of the 2014 appropriation should be transferred to this account unless the balance of the appropriation is permitted to lapse.



**INSTRUCTIONS IN PREPARATION OF  
ANNUAL FINANCIAL STATEMENT FOR THE YEAR 2014**

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 filed in should be marked "Not Applicable".

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1 & 1a, 1b, 1c	Certification and Affidavit
1d	Report of Federal & State Financial Assistance Expenditures of Awards
2.	Instructions and Certification
3 & 3a	Trial Balance--Current Fund
4.	Trial Balance--Public Assistance Fund
5.	Trial Balance--Federal and State Fund
6. & 6b.	Trial Balance--Trust Funds / Schedule of Trust Fund Deposits and 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, 9b, 9c	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 Tax
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 2014 Operations--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. Division of Tax Appeals (N.J.S.A. 54:3-37)
25.	Municipal Budget - Computation of "Reserve for Uncollected Taxes" and "Amount to be Raised by Taxation"
25.	Accelerated Tax Sale - Chapter 99. Calculation to Utilize Proceeds in Current Budget as Deduction to Reserve for Uncollected Tax
25a.	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
32.	Summary Statement of Debt Service Requirements - School - Type I and Current
33.	Debt Service for Notes (Other than Assessment Notes)
34.	Debt Service for Assessment Notes
34a.	Schedule of Capital Lease Program Obligations
35 & 35a.	Improvement Authorizations
36.	Capital Improvement Fund
37.	Down Payment
37.	Capital Improvements Authorized in 2014
38.	General Capital Surplus, Bond Covenants
39.	Required Information (N.J.S.A. 52:27BB-55 as amended by Chap. 211, P.L. 1981)
	<b>UTILITIES ONLY</b>
40.	Instructions
41 & 55.	Trial Balance - Utility Fund
42 & 56.	Trial Balance - Utility Assessment Trust Funds
43 & 57.	Analysis of Utility Assessment Trust Cash and Investments Pledged to Liabilities and Surplus
44 & 58.	Utility Revenues and Appropriations
45 & 59.	2014 Utility Operations
46 & 60.	Results of Operations, Operating Surplus and Analysis
47 & 61.	Utility Accounts Receivable; Utility Liens
48 & 62.	Deferred Charges and List of Judgments - Utility
49 & 63.	Summary Statement of Debt Service Requirements
49a & 63a	Summary Statement of Loan Requirements
50 & 64.	Debt Service for Utility Notes (Other than Utility Assessment Notes)
51 & 65.	Debt Service for Utility Assessment Notes
51a. & 65a.	Schedule of Capital Lease Program Obligations
52 & 66.	Improvement Authorizations (Utility Capital)
53 & 67.	Capital Improvement Fund and Down Payments
54 & 68.	Utility Capital Improvements Authorized in 2014; Utility Capital Surplus