

**BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET
NEW JERSEY**

**FINANCIAL STATEMENTS
AND
SUPPLEMENTARY DATA
AND INFORMATION**

**FOR THE YEARS ENDED
DECEMBER 31, 2013 AND 2012**

HODULIK & MORRISON, P.A.

CERTIFIED PUBLIC ACCOUNTANTS
REGISTERED MUNICIPAL ACCOUNTANTS
HIGHLAND PARK, N.J.

**BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY**

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**BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY**

**PART I
INDEPENDENT AUDITOR'S REPORT
AND
FINANCIAL STATEMENTS**

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REGISTERED MUNICIPAL ACCOUNTANTS OF N.J.

INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members
of the Borough Council
Borough of North Plainfield
County of Somerset, New Jersey

Report on the Financial Statements

We have audited the accompanying balance sheets – regulatory basis of the various funds and governmental fixed assets of the Borough of North Plainfield, County of Somerset, New Jersey as of and for the years ended December 31, 2013 and 2012 and the related statements of operations and changes in fund balance- regulatory basis for the years then ended and the related statement of revenues – regulatory basis and statement of expenditures – regulatory basis of the various funds for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the basic financial statements of the Borough as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 2, these financial statements were prepared in conformity with accounting practices prescribed or permitted by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, United States of America, that demonstrate compliance with the modified accrual basis, with certain exceptions, and the budget laws of New Jersey, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. These prescribed principles are designed primarily for determining compliance with legal provisions and budgetary restrictions, and as a means of reporting on the stewardship of public officials with respect to public funds. Accordingly, the accompanying financial statements – regulatory basis are not intended to present financial position and results of operations in accordance with accounting principles generally accepted in the United States of America. The effect on the financial statements of the differences between these regulatory accounting practices and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the “Basis for Adverse Opinion on U. S. Generally Accepted Accounting Principles” paragraph, the financial statements referred to in the first paragraph do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Borough of North Plainfield, County of Somerset, New Jersey as of December 31, 2013 and 2012, the changes in its financial position, and, where applicable, its cash flows for the years then ended.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements – regulatory basis referred to above present fairly, in all material respects, the financial position – regulatory basis of the various funds and governmental fixed assets of the Borough of North Plainfield, County of Somerset, New Jersey as of December 31, 2013 and 2012 and the results of operations and changes in fund balance – regulatory basis of such funds for the years then ended and the revenues – regulatory basis and statement of expenditures – regulatory basis of the various funds for the year ended December 31, 2013 on the basis of accounting described in Note 2.

Other Matters

Other Information

Our audit was performed for the purpose of forming an opinion on the financial statements of the Borough of North Plainfield, County of Somerset, New Jersey. The information included in Part II – Single Audit Section, Part III – Fund Financial Statements and Part IV - Supplementary Data, as listed in the table of contents, are presented for the purpose of additional analysis and are not a required part of the basic financial statements of the Borough of North Plainfield, County of Somerset, New Jersey. The information included in Part II – the schedule of Expenditures of Federal Awards, the Schedule of Expenditures of State Financial Assistance and the Notes to Schedules of Expenditures of Federal Awards and State Financial Assistance are required by *U.S. Office of Management and Budget Circular A-133 Audits of States, Local Governments and Non-Profit Organizations* and *New Jersey Office of Management and Budget Circular 04-04*.

The information included in Part II - Single Audit Section and Part III – Fund Financial Statements are the responsibility of management and were derived from and related directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements, or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and in our opinion, the information is fairly stated, in all material respects, in relation to the financial statements – regulatory basis, taken as a whole.

The information contained in Part IV - Supplementary Data have not been subjected to the auditing procedures applied in the audit of the basic financial statements and accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Regulations

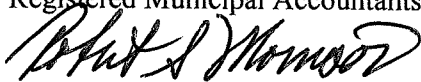
The financial statements referred to above include the assets and liabilities of the Borough's Length of Service Award Program (LOSAP), which, by regulation, is subject to an accountant's review report. The Length of Service Award Program is included in the Trust Fund. The Independent Accountant's Review Report for the LOSAP is included in Part IV – Supplementary Data as listed in the table of contents.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued a report dated September 22, 2014 on our consideration of the Borough of North Plainfield's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards, in considering the Borough of North Plainfield's internal control over financial reporting and compliance.

Hodulik & Morrison, P.A.

HODULIK & MORRISON, P.A.
Certified Public Accountants
Registered Municipal Accountants


Robert S. Morrison
Registered Municipal Accountant
No. 412

Highland Park, New Jersey
September 22, 2014

FINANCIAL STATEMENTS

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

Exhibit - A

CURRENT FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS
DECEMBER 31, 2013 AND 2012

<u>ASSETS</u>	<u>REF.</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>	<u>BALANCE</u> <u>DEC. 31, 2012</u>	<u>LIABILITIES, RESERVES</u> <u>AND FUND BALANCE</u>	<u>REF.</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>	<u>BALANCE</u> <u>DEC. 31, 2012</u>
Cash and Investments - Treasurer	A-4	\$ 4,387,875.30	\$ 4,238,498.50	Liabilities:			
Change Funds	A-5	<u>700.00</u>	<u>700.00</u>	Appropriation Reserves	A-3, A-14	\$ 397,802.60	\$ 1,500,212.86
		<u>4,388,575.30</u>	<u>4,239,198.50</u>	Reserve for Encumbrances	A-21	565,608.81	541,334.51
				Reserve for Various Reserves	A-13	377,540.94	48,494.74
Receivables and Other Assets With				Accounts Payable	A-15	12,973.38	85,530.43
Full Reserves:				Tax Overpayments	A-16	539,619.25	528,745.45
Taxes Receivable	A-7	937,467.52	898,908.45	Prepaid Taxes	A-17	212,997.46	336,237.78
Tax Title Liens Receivable	A-8	16,392.06	12,894.62	Due to State of NJ - Sr. Cit. Ded.	A-18	-	15,538.88
Property Acquired for Taxes (At				Various Other Payables	A-19	-	16,080.48
Assessed Valuation)	A-9	827,500.00	827,500.00	Special Emergency Note-Hurricane Sandy	A-20	<u>960,000.00</u>	<u>2,000,000.00</u>
Revenue Accounts Receivable	A-10	30,129.34	42,295.85			3,066,542.44	5,072,175.13
Interfund Accounts Receivable	A-11	<u>-</u>	<u>412.65</u>				
		1,811,488.92	1,782,011.57	Reserve for Receivables	Reserve	1,811,488.92	1,782,011.57
Deferred Charges:				Fund Balance	A-1	<u>2,327,032.86</u>	<u>1,227,023.37</u>
Special Emergency-Hurricane Sandy	A-12	960,000.00	2,000,000.00				
Master Plan	A-12	<u>45,000.00</u>	<u>60,000.00</u>				
		<u>1,005,000.00</u>	<u>2,060,000.00</u>				
Total Current Fund		<u>7,205,064.22</u>	<u>8,081,210.07</u>	Total Current Fund		<u>7,205,064.22</u>	<u>8,081,210.07</u>
Federal and State Grant Fund:				Federal and State Grant Fund:			
Cash and Investments	A-4	25,538.63	24,507.23	Reserve for State and Federal Grants:			
Federal and State Grants Receivable	A-24	892,987.50	1,245,633.02	Appropriated	A-26	846,210.22	861,665.35
				Unappropriated	A-27	35,708.44	337,933.52
				Reserve for Encumbrances	A-21	36,607.47	20,541.38
				Interfund Payable	A-25	<u>-</u>	<u>50,000.00</u>
Total Grant Fund		<u>918,526.13</u>	<u>1,270,140.25</u>	Total Grant Fund		<u>918,526.13</u>	<u>1,270,140.25</u>
		<u>\$ 8,123,590.35</u>	<u>\$ 9,351,350.32</u>			<u>\$ 8,123,590.35</u>	<u>\$ 9,351,350.32</u>

Note: See Notes to Financial Statements

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

CURRENT FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN FUND BALANCE
REGULATORY BASIS
FOR THE YEARS ENDED DECEMBER 31, 2013 AND 2012

<u>REVENUE AND OTHER INCOME REALIZED</u>	<u>REF.</u>	<u>YEAR 2013</u>	<u>YEAR 2012</u>
Fund Balance Appropriated	A-1, A-2	\$ 650,000.00	\$ 800,000.00
Miscellaneous Revenues Anticipated	A-2	4,283,127.87	4,326,478.10
Receipts from Delinquent Taxes	A-2	771,793.52	938,978.74
Receipts from Current Taxes	A-2	51,166,076.97	49,164,613.65
Non-Budget Revenue	A-2	329,874.78	340,659.17
Other Credits to Income:			
Refunds of Prior Year Expend.	A-4	24,812.33	
Prior Year Sr. Cit. and Vet. Ded.			
Treasury Audit Adjustment	A-18	11,650.53	
Interfund Loan Returns (Net)	A-11	412.65	44,430.28
Accounts Payables Canceled	A-15	56,678.23	
Reserves Canceled	A-13		19,200.00
Unexpended Balances of Approp. Reserves	A-14	289,222.78	277,900.72
Grants Appropriation Reserves Canceled			8,625.28
		<hr/>	<hr/>
Total Revenues		57,583,649.66	55,920,885.94
		<hr/>	<hr/>
<u>EXPENDITURES AND OTHER CHARGES</u>			
Budget Appropriations:			
Operating:			
Salaries and Wages	A-3	11,119,575.00	10,678,400.00
Other Expenses	A-3	5,683,403.97	8,035,391.50
Capital Improvements	A-3	48,000.00	48,500.00
Municipal Debt Service	A-3	1,447,837.32	1,335,671.53
Def. Charges and Statutory Expend.	A-3	2,745,374.00	2,438,117.00
Refunds of Prior Year Revenues			3,161.80
State Tax Appeals Refunded			21,301.21
Prior Year Sr. Cit. and Vet. Ded.			
Disallowed by Collector (Net)			250.00
Local District School Tax	A-23	28,893,122.00	28,847,469.00
County Tax	A-22	5,896,327.88	6,004,783.00
Federal & State Grants Canceled			8,625.95
		<hr/>	<hr/>
Total Expenditures		55,833,640.17	57,421,670.99
		<hr/>	<hr/>
Excess in Revenue (Balance Forward)		1,750,009.49	(1,500,785.05)

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

CURRENT FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN FUND BALANCE
REGULATORY BASIS
FOR THE YEARS ENDED DECEMBER 31, 2013 AND 2012

<u>REVENUE AND OTHER INCOME REALIZED</u>	<u>REF.</u>	<u>YEAR 2013</u>	<u>YEAR 2012</u>
Excess in Revenue (Balance Brought Forward)		\$ <u>1,750,009.49</u>	\$ <u>(1,500,785.05)</u>
Adjust. to Income Before Fund Balance: Expenditures Included Above Which are by Statutes Deferred Charges to Budget of Succeeding Years	A-3	<u> </u>	<u>2,000,000.00</u>
Statutory Excess to Fund Balance		1,750,009.49	499,214.95
<u>FUND BALANCE</u>			
Balance - January 1	A	<u>1,227,023.37</u>	<u>1,527,808.42</u>
		2,977,032.86	2,027,023.37
Decreased by: Utilization as Anticipated Revenue	A-1	<u>650,000.00</u>	<u>800,000.00</u>
Balance - December 31	A	\$ <u><u>2,327,032.86</u></u>	\$ <u><u>1,227,023.37</u></u>

Note: See Notes to Financial Statements

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

Exhibit - A-2

CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013

	REF.	ANTICIPATED 2013 BUDGET	APPROP. N.J.S.A. 40A:4-87	REALIZED	EXCESS OR (DEFICIT)
Surplus Anticipated	A-1	\$ 650,000.00	\$	\$ 650,000.00	\$
Miscellaneous Revenues:					
Licenses:					
Alcoholic Beverages	A-10	25,000.00		25,199.40	199.40
Other	A-10	30,000.00		44,056.40	14,056.40
Fees and Permits	A-10	150,000.00		193,240.37	43,240.37
Fines and Costs:					
Municipal Court	A-10	500,000.00		458,282.78	(41,717.22)
Interest and Costs on Taxes	A-10	230,000.00		307,811.93	77,811.93
Parking Meters	A-10	105,000.00		113,797.84	8,797.84
Interest on Investments and Deposits	A-10	30,000.00		37,275.70	7,275.70
Energy Receipts Tax	A-10	1,330,510.00		1,330,510.00	
Consolidated Municipal Property Tax Relief Aid	A-10	208,103.00		208,103.00	
FEMA - Sandy Aid	A-11	240,000.00		240,000.00	
Uniform Construction Code	A-10	190,000.00		413,248.99	223,248.99
Cable Television Franchise Fee	A-10	150,000.00		183,769.77	33,769.77
EMS Fees	A-10	185,000.00		214,846.78	29,846.78
Uniform Fire Safety Act	A-10	25,000.00		40,769.92	15,769.92
State & Federal Revenue Offset With Approps.:					
Alcohol Education & Rehab	A-11				
Body Armor Replacement Grant	A-11	4,440.46		4,440.46	
Clean Communities	A-11		30,643.30	30,643.30	
NJDOT-Unappropriated	A-11	212,110.29		212,110.29	
NJ Division of Hwy. Safety	A-11	5,000.00		5,000.00	
Dept. of Justice-"Cops Fast"	A-11	4,719.47		4,719.47	
Drunk Driving Enforcement	A-11	7,692.50		7,692.50	
Municipal Alliance	A-11		16,987.00	16,987.00	
Economic Dev. Improv. Prog.	A-11	24,407.96		24,407.96	
Safe and Secure Communities-Unappropriated	A-11	3,419.00		3,419.00	
Safe and Secure Communities	A-11	90,000.00		90,000.00	
Somerset County Youth Commission	A-11	5,000.00		5,000.00	
Community Development Block Grant	A-11	46,747.43		46,747.43	
Recycling Tonnage	A-11	17,047.56		17,047.58	0.02
Click it, Ticket it	A-11	4,000.00		4,000.00	
Total Miscellaneous Revenues	A-1	3,823,197.67	47,630.30	4,283,127.87	412,299.90
Receipts from Delinquent Taxes	A-1, A-7	890,000.00		771,793.52	(118,206.48)
Subtotal General Revenues		5,363,197.67	47,630.30	5,704,921.39	294,093.42
Amount to be Raised by Taxes for Support of Municipal Budget:					
Local Tax for Municipal purposes Including Reserve for Uncollected Taxes	A-2, A-7	17,609,905.00		18,351,627.09	741,722.09
Budget Totals		22,973,102.67	47,630.30	24,056,548.48	\$ 1,035,815.51
Non-Budget Revenues	A-1, A-10			329,874.78	
		\$ 22,973,102.67	\$ 47,630.30	\$ 24,386,423.26	
	REF.	A-3	A-3		

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BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

Exhibit - A-2

CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013

<u>ANALYSIS OF REALIZED REVENUES</u>	<u>REF.</u>	
<u>Allocation of Current Tax Collections:</u>		
2013 Collections	A-7	\$ 50,737,339.19
Prepaid Taxes Applied	A-7	336,237.78
State Share of Sr. Citizen's and Veteran's Deductions Allowed	A-7	<u>92,500.00</u>
	A-1	\$ 51,166,076.97
Allocated to:		
Local District School Tax and County Taxes	A-7	<u>34,789,449.88</u>
		16,376,627.09
Add: Reserve for Uncollected Taxes	A-3	<u>1,975,000.00</u>
Amount for Support of Municipal Budget	A-2	<u>\$ 18,351,627.09</u>

Note: See Notes to Financial Statements

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

Exhibit - A- 3

CURRENT FUND
 STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013

	2013 BUDGET	BUDGET AFTER MODIFICATION	EXPENDED			UNEXPENDED BALANCE CANCELLED
			PAID OR CHARGED	ENCUMBERED	RESERVED	
<u>OPERATIONS WITHIN "CAPS"</u>						
<u>MAYOR - COUNCIL - PLAN E</u>						
Department of Administration						
Salaries and Wages	\$ 200,000.00	\$ 200,000.00	\$ 191,685.50	\$	\$ 8,314.50	\$
Other Expenses	14,200.00	14,200.00	13,704.15	145.00	350.85	
Borough Council						
Other Expenses	4,000.00	4,000.00	2,844.07	237.95	917.98	
Borough Clerk						
Salaries and Wages	123,000.00	123,000.00	119,676.56		3,323.44	
Other Expenses	26,000.00	26,000.00	11,020.24	792.22	14,187.54	
Annual Audit	38,000.00	38,000.00	3,914.66	34,085.34		
Planning Board						
Salaries and Wages	1,200.00	1,200.00	360.00		840.00	
Other Expenses	5,500.00	6,500.00	5,972.28		527.72	
Historical Commission						
Salaries and Wages	2,000.00	2,000.00	870.00		1,130.00	
Other Expenses	1,000.00	1,000.00			1,000.00	
Board of Adjustment						
Salaries and Wages	1,200.00	1,200.00	180.00		1,020.00	
Other Expenses	6,500.00	6,500.00	4,484.43		2,015.57	
Borough Prosecutor						
Salaries and Wages	26,000.00	26,000.00	24,999.50		1,000.50	
Office of Health, Housing & Property						
Salaries and Wages	210,000.00	213,000.00	211,070.39		1,929.61	
Other Expenses	117,000.00	117,000.00	114,981.98	1,618.00	400.02	
Rescue Squad						
Contribution		-				
Office of Recreation						
Salaries and Wages	90,750.00	90,750.00	90,746.93		3.07	
Other Expenses	17,000.00	17,000.00	16,637.71	252.00	110.29	
Maintenance of Parks						
Other Expenses	6,500.00	6,500.00	4,766.24	1,720.00	13.76	
<u>DEPARTMENT OF FINANCE</u>						
Division of Assessments						
Salaries and Wages	69,000.00	69,000.00	67,503.91		1,496.09	
Other Expenses	4,700.00	4,700.00	4,104.57		595.43	
Reserve for Tax Appeals pending	15,000.00	15,000.00	15,000.00			

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

Exhibit - A- 3

CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013

	2013 BUDGET	BUDGET AFTER MODIFICATION	EXPENDED			UNEXPENDED BALANCE CANCELLED
			PAID OR CHARGED	ENCUMBERED	RESERVED	
<u>OPERATIONS WITHIN "CAPS" (CONT'D.)</u>						
<u>DEPARTMENT OF FINANCE (CONT'D.)</u>						
Department of Finance						
Salaries and Wages	\$ 237,000.00	\$ 237,000.00	\$ 231,007.34	\$	\$ 5,992.66	\$
Other Expenses	13,500.00	13,500.00	10,444.26	1,090.46	1,965.28	
Insurance						
Group Insurance for Employees	1,944,800.00	1,826,150.00	1,483,873.61	323,000.00	19,276.39	
Liability Insurance	732,000.00	732,000.00	731,809.00		191.00	
Municipal Court						
Salaries and Wages	312,000.00	281,000.00	259,666.50	20,000.00	1,333.50	
Other Expenses	20,000.00	20,000.00	18,458.47	1,033.60	507.93	
Public Defender						
Other Expenses	4,000.00	4,000.00	1,000.00	3,000.00		
Division of Taxation						
Other Expenses	12,000.00	12,000.00	11,473.44		526.56	
<u>DEPARTMENT OF LAW</u>						
Other Expenses	220,000.00	220,000.00	219,652.27		347.73	
<u>DEPARTMENT OF POLICE</u>						
Police						
Salaries and Wages	5,344,000.00	5,344,000.00	5,299,766.55		44,233.45	
Other Expenses	59,025.00	59,025.00	43,500.90	14,925.61	598.49	
School Crossing Guards						
Salaries and Wages	170,000.00	170,000.00	154,080.05		15,919.95	
Parking Enforcement						
Salaries and Wages	72,100.00	72,100.00	57,925.98		14,174.02	
<u>DEPARTMENT OF FIRE</u>						
<u>PREVENTION AND PROTECTION</u>						
Fire Protection						
Salaries and Wages	2,717,425.00	2,719,425.00	2,714,110.71		5,314.29	
Other Expenses	54,550.00	52,550.00	40,013.37	12,366.09	170.54	
Fire Hydrant Service	193,000.00	193,000.00	176,783.75	16,071.25	145.00	
Uniform Fire Code Safety Act (P.L. 1983 C. 383, 1984 CD)						
Salaries and Wages	12,000.00	12,000.00	11,999.78		0.22	
Other Expenses	6,359.00	6,359.00	3,404.93	2,954.07		
Emergency Medical Services						
Other Expenses	22,000.00	22,000.00	16,182.76	4,109.99	1,707.25	

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

Exhibit - A- 3

CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013

	2013 BUDGET	BUDGET AFTER MODIFICATION	EXPENDED			UNEXPENDED BALANCE CANCELLED
			PAID OR CHARGED	ENCUMBERED	RESERVED	
<u>OPERATIONS WITHIN "CAPS" (CONT'D.)</u>						
<u>DEPARTMENT OF PUBLIC WORKS</u>						
Streets and Roads						
Salaries and Wages	\$ 858,000.00	\$ 858,000.00	\$ 830,895.85	\$	\$ 27,104.15	\$
Other Expenses	359,000.00	334,000.00	277,608.10	32,216.50	24,175.40	
Buildings and Grounds						
Other Expenses	60,000.00	90,000.00	82,390.93	5,494.60	2,114.47	
Vehicle Maintenance						
Other Expenses	169,000.00	169,000.00	155,539.33	11,559.52	1,901.15	
Engineering Services						
Other Expenses	22,000.00	22,000.00	17,062.50		4,937.50	
Office of Emergency Management						
Salaries and Wages	6,900.00	6,900.00	1,000.00	1,000.00	4,900.00	
Other Expenses	7,900.00	7,900.00	1,374.28	6,525.72		
<u>UNIFORM CONSTRUCTION CODE -</u>						
<u>APPROPRIATIONS - OFFSET BY</u>						
<u>DEDICATED REVENUES (N.J.A.C. 5:23-4.17):</u>						
State Uniform Construction Code (N.J.S.A. 52:27D-120 et seq.)						
Salaries and Wages	160,000.00	187,000.00	177,278.54		9,721.46	
Other Expenses	4,500.00	8,500.00	5,036.77	1,390.00	2,073.23	
<u>Unclassified:</u>						
Celebration of Public Events	6,500.00	6,500.00	6,500.00			
Electricity	360,000.00	360,000.00	350,203.01	4,176.03	5,620.96	
Telephone	75,000.00	75,000.00	43,878.80	1,657.81	29,463.39	
Water	20,000.00	20,000.00	18,386.37	1,143.15	470.48	
Natural Gas/Propane	60,000.00	60,000.00	37,530.78	22,469.22		
Gasoline	200,000.00	210,000.00	198,668.89	9,318.19	2,012.92	
Technology -Communications	16,000.00	16,000.00	13,367.67	254.25	2,378.08	
Postage	35,000.00	35,000.00	31,976.90	3,000.00	23.10	
Unemployment Insurance	60,000.00	60,000.00	60,000.00			
Dog Regulation		-				
Other Expenses	35,000.00	35,000.00	35,000.00			
Retirement Benefits	200,000.00	200,000.00	101,376.95		98,623.05	

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BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

Exhibit - A- 3

CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013

	2013 BUDGET	BUDGET AFTER MODIFICATION	EXPENDED			UNEXPENDED BALANCE CANCELLED
			PAID OR CHARGED	ENCUMBERED	RESERVED	
Total Operations Within "CAPS"	\$ 15,839,109.00	\$ 15,739,459.00	\$ 14,834,752.46	\$ 537,606.57	\$ 367,099.97	\$
Contingent	5,500.00	5,500.00	5,340.19	125.49	34.32	
Total Operations Incl. Contingent Within "CAPS"	15,844,609.00	15,744,959.00	14,840,092.65	537,732.06	367,134.29	
DETAIL:						
Salaries and Wages	10,805,675.00	10,734,575.00	10,487,275.06	20,000.00	227,299.94	
Other Expenses (Including Contingent)	5,038,934.00	5,010,384.00	4,352,817.59	517,732.06	139,834.35	
<u>STATUTORY EXPENDITURES WITHIN "CAPS":</u>						
Contribution to:						
Social Security System (O.A.S.I.)	340,000.00	346,000.00	341,045.76	1,530.00	3,424.24	
Public Employees' Retirement System of N.J.	235,733.00	235,733.00	235,733.00			
Police and Firemen's Retirement System of N.J.	1,908,641.00	1,908,641.00	1,908,641.00			
Total Deferred Charges and Statutory Expend. Municipal Within "CAPS"	2,484,374.00	2,490,374.00	2,485,419.76	1,530.00	3,424.24	
Total General Appropriations for Municipal Purposes Within "CAPS"	18,328,983.00	18,235,333.00	17,325,512.41	539,262.06	370,558.53	
<u>OPERATIONS EXCLUDED FROM "CAPS"</u>						
Length of Service Awards Program (LOSAP)						
Other Expenses	6,000.00	6,000.00	3,000.00		3,000.00	
"COAH" Housing Rehabilitation						
Other Expenses	5,000.00	5,000.00			5,000.00	
Engineering Expenses-Stormwater						
Other Expenses	20,000.00	20,000.00	2,100.00	9,740.00	8,160.00	
Group Insurance for Employees	55,200.00	55,200.00	55,200.00			
Interlocal Municipal Service Agreements						
Somerset County - Recycling	190,000.00	190,000.00	187,168.85		2,831.15	
NJ DEP Permit Fees	5,250.00	5,250.00	5,250.00			

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

Exhibit - A- 3

CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013

	2013 BUDGET	BUDGET AFTER MODIFICATION	EXPENDED			UNEXPENDED BALANCE CANCELLED
			PAID OR CHARGED	ENCUMBERED	RESERVED	
<u>PUBLIC AND PRIVATE PROGRAMS</u>						
<u>OFFSET BY REVENUES</u>						
Historic Preservation Grant		-				
Economic Development Improvement Program	\$ 24,407.96	\$ 24,407.96	\$ 24,407.96			\$
Drunk Driving Enforcement Fund	7,692.50	7,692.50	7,692.50			
Somerset County Municipal Alliance Grant						
County Share		16,987.00	16,987.00			
Local Match	4,355.00	4,355.00	4,355.00			
Dept. of Justice-"Cops Fast"	4,719.47	4,719.47	4,719.47			
FEMA Firefighter Program						
Federal Share		-				
Local Match		-				
Safety & Secure Communities Program						
State Share	90,000.00	90,000.00	90,000.00			
Local Match	295,000.00	295,000.00	295,000.00			
Safety & Secure Communities Program-Unappropriated	3,419.00	3,419.00	3,419.00			
Body Armor Replacement Grant	4,440.46	4,440.46	4,440.46			
Firemen's Safer Grant		-				
Clean Communities Grant		30,643.30	30,643.30			
Click it, Ticket it	4,000.00	4,000.00	4,000.00			
Somerset Cty CDBG Program	46,747.43	46,747.43	46,747.43			
Somerset Cty Youth Services	5,000.00	5,000.00	5,000.00			
Stormwater Management		-				
Recycling Tonnage Grant	17,047.56	17,047.56	17,047.56			
NJDOT-Unappropriated	212,110.29	212,110.29	212,110.29			
NJDOT Malcom & Manning		-				
NJ Division of Hwy. Safety	5,000.00	5,000.00	5,000.00			
Matching Funds Grant	5,000.00	5,000.00			5,000.00	
Total Operations Excluded from "CAPS"	<u>1,010,389.67</u>	<u>1,058,019.97</u>	<u>1,024,288.82</u>	<u>9,740.00</u>	<u>23,991.15</u>	
DETAIL:						
Salaries and Wages	385,000.00	385,000.00	385,000.00			
Other Expenses	<u>625,389.67</u>	<u>673,019.97</u>	<u>639,288.82</u>	<u>9,740.00</u>	<u>23,991.15</u>	

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

Exhibit - A- 3

CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013

	2013 BUDGET	BUDGET AFTER MODIFICATION	EXPENDED			UNEXPENDED BALANCE CANCELLED
			PAID OR CHARGED	ENCUMBERED	RESERVED	
<u>CAPITAL IMPROVEMENTS - EXCLUDED FROM "CAPS"</u>						
Purchase of Capital Equipment	\$ 38,000.00	\$ 38,000.00	\$ 18,155.33	\$ 16,606.75	\$ 3,237.92	\$
Purchase of Shade Tree	10,000.00	10,000.00	9,985.00		15.00	
Total Capital Improvement Fund - Excl. from "CAPS"	48,000.00	48,000.00	28,140.33	16,606.75	3,252.92	
<u>MUNICIPAL DEBT SERVICE EXCLUDED FROM "CAPS"</u>						
Payment of Bond Principal	715,000.00	715,000.00	715,000.00			
Interest on Bonds	48,730.00	48,730.00	48,730.00			
Note Principal	400,000.00	493,650.00	493,650.00			
Interest on Notes	192,000.00	192,000.00	190,457.32			1,542.68
Total Municipal Debt Service - Excl. from "CAPS"	1,355,730.00	1,449,380.00	1,447,837.32			1,542.68
<u>DEFERRED CHARGES - MUNICIPAL EXCLUDED FROM "CAPS"</u>						
Deferred Charges						
Special Emergency Appropriations-5 Year	255,000.00	255,000.00	255,000.00			
Total Deferred Charges - Municipal Excluded from "CAPS"	255,000.00	255,000.00	255,000.00			
Total General Appropriations for Municipal Purposes Excluded from "CAPS"	\$ 2,669,119.67	\$ 2,810,399.97	\$ 2,755,266.47	\$ 26,346.75	\$ 27,244.07	\$ 1,542.68
Subtotal General Appropriations	20,998,102.67	21,045,732.97	20,080,778.88	565,608.81	397,802.60	1,542.68
Reserve for Uncollected Taxes	1,975,000.00	1,975,000.00	1,975,000.00			
Total General Appropriations	\$ 22,973,102.67	\$ 23,020,732.97	\$ 22,055,778.88	\$ 565,608.81	\$ 397,802.60	\$ 1,542.68
REF.	A-2		A-1	A-1, A-21	A, A-1	

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

Exhibit - A- 3

CURRENT FUND
 STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013

		<u>2013 BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>EXPENDED</u>		<u>UNEXPENDED BALANCE CANCELLED</u>
					<u>ENCUMBERED</u>	<u>RESERVED</u>	
Adopted Budget	A-2		\$ 22,973,102.67				
Emergency Approp.	A-12		-				
Approp. by N.J.S.A. 40A:4-87	A-2		<u>47,630.30</u>				
			<u>\$ 23,020,732.97</u>				
Disbursed	A-4			\$ 19,054,208.91			
Reserve for Uncollected Taxes	A-2			1,975,000.00			
Res. for State & Federal Grants - Appropriated	A-11			771,569.97			
Deferred Charges	A-12			<u>255,000.00</u>			
				<u>\$ 22,055,778.88</u>			

Note: See Notes to Financial Statements

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

Exhibit - B

TRUST FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS
DECEMBER 31, 2013 AND 2012

<u>ASSETS</u>	<u>REF.</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>	<u>BALANCE</u> <u>DEC. 31, 2012</u>	<u>LIABILITIES, RESERVES</u> <u>AND FUND BALANCE</u>	<u>REF.</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>	<u>BALANCE</u> <u>DEC. 31, 2012</u>
Trust Assessment Fund:				Assessment Fund:			
Cash - Treasurer	B-2, B-6	\$ 107,244.04	\$ 99,870.60	Reserve for Assessments Receivable	B-7	87,508.81	93,255.06
Assessments Receivable	B-3	19,305.37	25,051.62	Due to Current Fund	B-6	-	412.65
Prospective Assessments Funded	B-4, B-6	<u>68,203.44</u>	<u>68,203.44</u>	Fund Balance	B-1	<u>107,244.04</u>	<u>99,457.95</u>
 Total Trust Assessment Fund		 <u>194,752.85</u>	 <u>193,125.66</u>	 Total Assessment Fund		 <u>194,752.85</u>	 <u>193,125.66</u>
Animal Control Fund:				Animal Control Fund:			
Cash-Treasurer	B-6	<u>16,602.74</u>	<u>20,563.73</u>	Res. For Animal Control Expend.	B-6	<u>16,602.74</u>	<u>20,563.73</u>
 Total Animal Control Fund		 <u>16,602.74</u>	 <u>20,563.73</u>	 Total Animal Control Fund		 <u>16,602.74</u>	 <u>20,563.73</u>
General Trust Fund:				General Trust Fund:			
Cash - Treasurer	B-6	<u>2,629,205.28</u>	<u>1,482,600.69</u>	Restricted Accounts Various Reserves	B-6, B-8	<u>2,629,205.28</u>	<u>1,482,600.69</u>
 Total General Trust Fund		 <u>2,629,205.28</u>	 <u>1,482,600.69</u>	 Total General Trust Fund		 <u>2,629,205.28</u>	 <u>1,482,600.69</u>
LOSAP Fund:				LOSAP Fund:			
Cash and Investments - Trustee	B	<u>49,114.14</u>	<u>49,114.14</u>	Res. for LOSAP Funds Held by Trustee	B	<u>49,114.14</u>	<u>49,114.14</u>
 Total LOSAP Fund		 <u>49,114.14</u>	 <u>49,114.14</u>	 Total LOSAP Fund		 <u>49,114.14</u>	 <u>49,114.14</u>
		 <u>\$ 2,889,675.01</u>	 <u>\$ 1,745,404.22</u>			 <u>\$ 2,889,675.01</u>	 <u>\$ 1,745,404.22</u>

Note: See Notes to Financial Statements.

**BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY**

**TRUST ASSESSMENT FUND
COMPARATIVE STATEMENT OF OPERATIONS
AND CHANGES IN FUND BALANCE - REGULATORY BASIS
FOR THE YEARS ENDED DECEMBER 31, 2013 AND 2012**

	<u>REF.</u>	<u>YEAR 2013</u>	<u>YEAR 2012</u>
<u>Revenue</u>			
Collections of Unpledged Assessments to Reserve	B-3	\$ 5,746.25	\$ 16,349.86
Collections of Interest on Assessments	B-6	2,039.84	1,577.76
Interest on Investments		<u>412.65</u>	<u>412.65</u>
 Total Revenues		 7,786.09	 18,340.27
<u>Expenditures</u>			
Interfund Accrued (Net)		<u>412.65</u>	<u>412.65</u>
 Excess in Revenue		 7,786.09	 17,927.62
<u>Fund Balance</u>			
Balance - January 1	B	<u>99,457.95</u>	<u>81,530.33</u>
Balance - December 31	B	<u>\$ 107,244.04</u>	<u>\$ 99,457.95</u>

Note: See Notes to Financial Statements

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

GENERAL CAPITAL FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS
DECEMBER 31, 2013 AND 2012

<u>ASSETS</u>	<u>REF.</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>	<u>BALANCE</u> <u>DEC. 31, 2012</u>
Cash and Investments	C-2	\$ 1,883,620.22	\$ 1,965,285.68
Interfund Receivable	C-4	-	550,000.00
Grants Receivable	C-9	-	50,000.00
Deferred Charges:			
To Future Taxation:			
Funded	C-5	880,000.00	1,595,000.00
Unfunded	C-6	<u>11,025,674.65</u>	<u>11,543,371.56</u>
		<u>\$ 13,789,294.87</u>	<u>\$ 15,703,657.24</u>
<u>LIABILITIES, RESERVES</u>			
<u>AND FUND BALANCE</u>			
General Serial Bonds	C-10	\$ 880,000.00	\$ 1,595,000.00
Bond Anticipation Notes	C-11	11,040,510.00	10,734,160.00
Interfund Payable	C-4		
Reserves for:			
Capital Improvement Fund	C-8	62,591.44	51,621.55
Encumbrances	C-7	824,322.03	110,937.34
Improvement Authorizations:			
Funded	C-7	189,973.94	389,524.77
Unfunded	C-7	554,816.06	2,712,352.72
Fund Balance	C-1	<u>237,081.40</u>	<u>110,060.86</u>
		<u>\$ 13,789,294.87</u>	<u>\$ 15,703,657.24</u>
Note:			
Bonds and Notes Authorized but not Issued	C-12	<u>\$ 13,945.00</u>	<u>\$ 813,945.00</u>

Note: See Notes to Financial Statements

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

GENERAL CAPITAL FUND
STATEMENT OF FUND BALANCE - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013

	<u>REF.</u>		
Balance - December 31, 2012	C		\$ 110,060.86
Increased by:			
Funded Imp. Author. Cancelled	C-7	69,691.50	
Premium on BANS	C-2	<u>57,329.04</u>	
	C-2		<u>127,020.54</u>
Balance - December 31, 2013	C		<u>\$ 237,081.40</u>

Note: See Notes to Financial Statements

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

Exhibit - D

SEWER UTILITY FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS
DECEMBER 31, 2013 AND 2012

ASSETS	REF.	BALANCE DEC. 31, 2013	BALANCE DEC. 31, 2012	LIABILITIES, RESERVES AND FUND BALANCE	REF.	BALANCE DEC. 31, 2013	BALANCE DEC. 31, 2012
Operating Fund:				Operating Fund:			
Cash	D-5	\$ 545,646.63	\$ 214,279.15	Liabilities:			
Change Fund	D-7		150.00	Appropriation Reserves	D-4, D-14	\$ 93,660.24	\$ 12,741.61
				Reserve for Encumbrances	D-15	18,578.86	16,662.28
		<u>545,646.63</u>	<u>214,429.15</u>	Sewer Rent Overpayments	D-16	1,850.28	2,142.27
				Accrued Interest on Bonds	D-17	<u>6,864.54</u>	<u>7,647.79</u>
Receivables With Full Reserves:							
Consumer Accounts Receivable	D-8	323,910.99	340,277.53			120,953.92	39,193.95
Sewer Liens	D-10	<u>433.47</u>	<u>433.47</u>	Reserve for Receivables	Reserve	324,344.46	340,711.00
				Fund Balance	D-1	<u>424,692.71</u>	<u>202,711.66</u>
		<u>324,344.46</u>	<u>340,711.00</u>				
Deferred Chagres							
Operating Deficit	D-1		<u>27,476.46</u>				
		<u>-</u>	<u>27,476.46</u>				
Total Operating Fund		<u>869,991.09</u>	<u>582,616.61</u>	Total Operating Fund		<u>869,991.09</u>	<u>582,616.61</u>
Capital Fund:				Capital Fund:			
Cash	D-5	156,986.57	6,838.63	Serial Bonds Payable	D-21		25,000.00
Grants Receivable	D-9	100,000.00		Bond Anticipation Notes	D-24	1,626,408.00	587,058.00
Fixed Capital	D-12	3,406,910.77	2,533,157.96	Loans Payable - NJEITF	D-23	78,379.42	131,313.16
Fixed Capital - Authorized and Uncompleted	D-13	<u>300,542.74</u>	<u>974,295.55</u>	Interfund Payable	D-11		500,000.00
				Reserve for Encumbrances	D-15	91,465.48	94,385.28
				Capital Improvement Fund	D-18	24,575.04	29,575.04
				Reserve for Amortization	D-19	1,802,344.66	1,672,820.51
				Deferred Reserve for Amortization	D-20	105,073.28	29,163.69
				Improvement Authorizations			
				Funded	D-22	105,073.28	73.28
				Unfunded	D-22	104,003.98	417,786.24
				Fund Balance	D-2	<u>27,116.94</u>	<u>27,116.94</u>
Total Capital Fund		<u>3,964,440.08</u>	<u>3,514,292.14</u>	Total Capital Fund		<u>3,964,440.08</u>	<u>3,514,292.14</u>
		<u>\$ 4,834,431.17</u>	<u>\$ 4,096,908.75</u>			<u>\$ 4,834,431.17</u>	<u>\$ 4,096,908.75</u>

At December 31, 2013, there were Bonds and Notes Authorized but Not Issued in the amount of \$95,000. (Exhibit D-25)
Note: See Notes to Financial Statements

**BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY**

**SEWER UTILITY OPERATING FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN FUND BALANCE
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013 AND 2012**

<u>REVENUE AND OTHER INCOME REALIZED</u>	<u>REF.</u>	<u>YEAR 2013</u>	<u>YEAR 2012</u>
Fund Balance	D-3	\$ 150,000.00	\$ 10,000.00
Sewer User Charges	D-3	1,960,141.10	1,797,246.32
Miscellaneous	D-3	61,168.30	34,232.88
Other Credits to Income:			
Miscellaneous Revenue not Anticipated	D-5	159,375.00	
Accounts Payable Canceled			1,000.00
Reserves Lapsing	D-14	<u>15,700.00</u>	<u>4,181.25</u>
Total Revenues		<u>2,346,384.40</u>	<u>1,846,660.45</u>
<u>EXPENDITURES</u>			
Budget Appropriations:			
Operating	D-4	1,813,000.00	1,802,000.00
Debt Service	D-4	118,926.89	57,136.91
Deferred Charges	D-4	27,476.46	
Statutory Expenditures	D-4	<u>15,000.00</u>	<u>15,000.00</u>
		1,974,403.35	1,874,136.91
Excess (Deficit) in Revenues		371,981.05	(27,476.46)
Adjustment to Income Before Fund Balance:			
Expenditures Included Above Which are by Statute Deferred Charges to Budget of Succeeding Year	D	<u> </u>	<u> </u>
Statutory Excess to Fund Balance (Operating Deficit)		371,981.05	(27,476.46)
<u>FUND BALANCE</u>			
Balance - January 1	D	<u>202,711.66</u>	<u>212,711.66</u>
Decreased by:			
Fund Balance Utilized	D-1	<u>150,000.00</u>	<u>10,000.00</u>
Balance - December 31	D	<u>\$ 424,692.71</u>	<u>\$ 202,711.66</u>

Note: See Notes to Financial Statements

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

SEWER UTILITY CAPITAL FUND
STATEMENT OF FUND BALANCE-REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013 AND 2012

	<u>REF.</u>	
Balance - December 31, 2012	D	\$ 27,116.94
Balance - December 31, 2013	D	<u>\$ 27,116.94</u>

Note: See Notes to Financial Statements

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

SEWER UTILITY OPERATING FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013

	<u>REF.</u>	2013 <u>BUDGET</u>	<u>REALIZED</u>	EXCESS OR <u>(DEFICIT)</u>
Operating Surplus Anticipated	D-1	\$ 150,000.00	\$ 150,000.00	\$
Sewer User Charges	D-3,D-8	\$ 1,795,000.00	\$ 1,960,141.10	\$ 165,141.10
Miscellaneous	D-3	<u>33,976.47</u>	<u>61,168.30</u>	<u>27,191.83</u>
		<u>\$ 1,978,976.47</u>	<u>\$ 2,171,309.40</u>	<u>\$ 192,332.93</u>
	<u>Ref.</u>	D-4	D-1, D-3	

Analysis of Realized Revenues:

Sewer User Charges:

Collections	D-3,D-8	\$ \$ 1,960,066.66
Overpayments Applied	D-21	<u>74.44</u>
	D-3	<u>1,960,141.10</u>

Miscellaneous:

Interest on Delinquent Sewer User Charges - Cash	D-5	\$ 55,348.27
Interest on Investments: Cash	D-5	<u>5,820.03</u>
	D-3	<u>\$ 61,168.30</u>

Note: See Notes to Financial Statements

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

SEWER UTILITY OPERATING FUND
 STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013

	<u>2013</u> <u>BUDGET</u>	<u>BUDGET AFTER</u> <u>MODIFICATION</u>	<u>EXPENDED</u>			<u>UNEXPENDED</u> <u>BALANCE</u> <u>CANCELED</u>
			<u>PAID OR</u> <u>CHARGED</u>	<u>ENCUMBERED</u>	<u>RESERVED</u>	
Operating:						
Salaries and Wages	\$ 195,000.00	\$ 195,000.00	\$ 188,243.49		\$ 6,756.51	\$
Other Expenses	43,000.00	43,000.00	7,279.64	18,578.86	17,141.50	
PARSA - Regional Sewer	1,575,000.00	1,575,000.00	1,505,237.77		69,762.23	
Debt Service:						
Payment on Bond Principal	78,000.00	78,000.00	77,933.74			66.26
Interest on Bonds	14,000.00	14,000.00	9,313.56			4,686.44
Interest on Notes	9,000.00	9,000.00	9,179.59			(179.59)
Payment of Bond Anticipation Notes and Capital Notes	22,500.00	22,500.00	22,500.00			
Statutory Expenditures:						
Contribution to:						
Social Security System	14,000.00	14,000.00	14,000.00			
Unemployment Compensation Insurance	1,000.00	1,000.00	1,000.00			
Deficit in Operations in Prior Year	<u>27,476.47</u>	<u>27,476.47</u>	<u>27,476.46</u>			<u>0.01</u>
Total Water & Sewer Utility Appropriations	<u>\$ 1,978,976.47</u>	<u>\$ 1,978,976.47</u>	<u>\$ 1,862,164.25</u>	<u>\$ 18,578.86</u>	<u>\$ 93,660.24</u>	<u>\$ 4,573.12</u>
	<u>Ref.</u>	<u>D-3</u>	<u>D-1</u>	<u>D-1, D-15</u>	<u>D, D-1</u>	
Disbursed	D-5		\$ 1,816,194.64			
Deferred Charges	D		27,476.46			
Accrued Interest on Bonds	D-17		<u>18,493.15</u>			
			<u>\$ 1,862,164.25</u>			

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Note: See Notes to Financial Statements

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

PAYROLL FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS
DECEMBER 31, 2013 AND 2012

<u>ASSETS</u>	<u>REF.</u>	<u>BALANCE</u> <u>DEC. 31,2013</u>	<u>BALANCE</u> <u>DEC. 31,2012</u>
Cash	E-1	\$ <u>289,661.87</u>	\$ <u>237,643.94</u>
		\$ <u><u>289,661.87</u></u>	\$ <u><u>237,643.94</u></u>
 <u>LIABILITIES</u>			
Net Payroll	E-1	\$ 10,305.15	\$ 10,931.56
Payroll Deductions Payable	E-1	<u>279,356.72</u>	<u>226,712.38</u>
		\$ <u><u>289,661.87</u></u>	\$ <u><u>237,643.94</u></u>

Note: See Notes to Financial Statements

**BOROUGH OF NORTH PLAINFIELD
MIDDLESEX COUNTY, NEW JERSEY**

**STATEMENT OF GOVERNMENTAL FIXED ASSETS-
REGULATORY BASIS
FOR THE YEARS ENDED DECEMBER 31, 2013 AND 2012**

<u>Governmental Fixed Assets</u>	<u>DECEMBER 31, 2012</u>	<u>ADDITIONS</u>	<u>DELETIONS</u>	<u>DECEMBER 31, 2013</u>
Building	\$ 19,251,000.00	\$	\$	\$ 19,251,000.00
Land	2,604,800.00			2,604,800.00
Equipment	847,307.75	40,987.00	28,738.00	859,556.75
Furniture & fixtures	2,886,654.35			2,886,654.35
Vehicles	<u>2,184,117.78</u>	<u>77,080.00</u>	<u>360,096.78</u>	<u>1,901,101.00</u>
Total Governmental Fixed Assets	<u>\$ 27,773,879.88</u>	<u>\$ 118,067.00</u>	<u>\$ 388,834.78</u>	<u>\$ 27,503,112.10</u>
Investments in Governmental Fixed Assets	<u>\$ 27,773,879.88</u>			<u>\$ 27,503,112.10</u>

Note: See Notes to Financial Statements

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2013 AND 2012

Note 1: FORM OF GOVERNMENT

The Borough of North Plainfield operates as a Mayor-Council Plan E form of Borough Government. The Mayor is elected in a general election and serves a four-year term. The Mayor is the head of the municipal government. The Legislative function of government is performed by Borough Council consisting of seven members, each elected in a general election to terms of four years. At its annual reorganization meeting, the Council elects a President of the Council who shall preside at all its meetings. The Borough has adopted an administrative code, which provides for the delegation of a portion of executive responsibilities to an Administrator. The Borough Administrator is appointed by the Mayor and Council and carries out the Council's plans and orders. All Borough departments report to the Administrator, who is responsible for personnel policy and organization, interdepartmental coordination, budget planning and procurement of goods and services necessary to the Borough's operations.

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

Except as noted below, the financial statements of the Borough of North Plainfield include every board, body, officer or commission supported and maintained wholly or in part by funds appropriated by the Borough of North Plainfield, as required by N.J.S.A. 40A:5-5. Accordingly, the financial statements of the Borough of North Plainfield do not include the operations of the municipal library, which is a branch of the Somerset County Library System, and includable in that entity.

B. Description of Funds

The accounting policies of the Borough of North Plainfield conform to the accounting principles applicable to municipalities, which have been prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such principles and practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Under this method of accounting, the Borough of North Plainfield accounts for its financial transactions through the following separate funds:

Current Fund - resources and expenditures for governmental operations of a general nature, including Federal and State grant funds, except as otherwise noted.

Trust Fund - receipts, custodianship and disbursement of funds in accordance with the purpose for which each reserve was created. Pursuant to the provisions of N.J.S.A. 40A:4-39, the financial transactions of the following funds and accounts are reported within the Trust Fund:

Animal Control Trust Fund
Unemployment Compensation Insurance Trust Fund
Disposal of Forfeited Property (P.L. 1985, Ch. 135)
Developer's Escrow Fund
Uniform Fire Safety Act - Penalty Monies (N.J.S.A. 52:27D-192 et seq.)
Municipal Alliance Program
Outside Employment of Off-Duty Municipal Police Officers
Public Defender Fees
Recreation Trust Fund

NOTES TO FINANCIAL STATEMENTS

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D):

B. Description of Funds (Cont'd.)

General Capital Fund - resources, including Federal and State Grants in aid of construction, and expenditures for the acquisition of general capital facilities, other than those acquired through the Current Fund, including the status of bonds and notes authorized for said purposes.

Sewer Utility Fund - resources and expenditures for the operations and acquisition of capital facilities of the municipally owned Sewer Utility.

Public Assistance Fund - receipt and disbursement of funds that provide assistance to certain residents of the Borough pursuant to Title 44 of New Jersey Statutes. Note that while the fund still remains in the Borough's records, the Borough has transferred all statutory responsibilities relating to the provision of Public Assistance to the County of Somerset.

Payroll Fund – Net salaries, certain payroll deductions and social security contributions of municipal and utility operations are deposited into various bank accounts of the Payroll Fund. A Payroll Fund does not exist under GAAP.

The Governmental Accounting Standards Board (GASB) is the accepted standards-setting body for establishing governmental accounting and financial reporting principles. GASB's Codification of Governmental Accounting and Financial Reporting Standards recognizes three fund categories and two account groups as appropriate for the accounting and reporting of the financial position and results of operations in accordance with generally accepted accounting principles. This structure of funds and account groups differs from the organization of funds prescribed under the regulatory basis of accounting utilized by the Borough. The resultant presentation of financial position and results of operations in the form of basic financial statements is not intended to present the general purpose financial statements required by GAAP.

C. Basis of Accounting

The basis of accounting as prescribed by the Division of Local Government Services for its operating funds is generally a modified cash basis for revenue recognition and a modified accrual basis for expenditures. The operating funds utilize a "current financial resources" measurement focus. The accounting principles and practices prescribed for municipalities by the Division differ in certain respects from generally accepted accounting principles (GAAP) applicable to local government units. The most significant is the GAAP basis reporting of consolidated entity-wide financial statements on a full accrual basis, which are not presented in the accounting principles prescribed by the Division. Other more significant differences between GAAP and the regulatory basis followed by the Borough are as follows:

Revenues - Revenues are recorded as received in cash except for statutory reimbursements and grant funds, which are due from other governmental units. State and Federal grants, entitlements and shared revenues received for operating purposes are realized as revenues when anticipated in the Borough's budget. Receivables for property taxes and water and sewer consumer charges are recorded with offsetting reserves within the Current Fund and Sewer Utility Fund, respectively. Other amounts that are due to the Borough which are susceptible to accrual are recorded as receivables with offsetting reserves. These reserves are liquidated and revenues are recorded as realized upon receipt of cash. GAAP requires the recognition of revenues for general operations in the accounting period in which they become available and measurable, with the exception of water and sewer charges, which should be recognized in the period they are earned and become measurable.

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D.)

C. Basis of Accounting (Cont'd.)

Expenditures - For purposes of financial reporting, expenditures are recorded as "paid or charged" or "appropriation reserves". Paid or charged refers to the Borough's "budgetary" basis of accounting. Generally, these expenditures are recorded when an amount is encumbered for goods or services through the issuance of a purchase order in conjunction with the encumbrance accounting system. Reserves for unliquidated encumbrances at the close of the year are reported as a cash liability. Encumbrances do not constitute expenditures under GAAP. An appropriation reserve refers to unexpended appropriation balances at the close of the year. Appropriation reserves are automatically created and recorded as a cash liability, except for amounts, which may be cancelled by the governing body. Appropriation reserves are available until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred and not recorded in the preceding fiscal year. Lapsed appropriation reserves are recorded as income. Generally, unexpended balances of budget appropriations are not recorded as expenditures under GAAP. Expenditures for the costs of post-employment benefits other than pensions (other post-employment benefits or "OPEB") are recorded in the accounting period in which the payments are made. GAAP requires recognition in the entity-wide financial statements of the actuarially determined estimated OPEB cost during the employment period of each employee, during which any OPEB benefit is earned. See Note 10 for OPEB disclosure required by GASB 45.

For the purpose of calculating the results of Current Fund operations, the regulatory basis of accounting utilized by the Borough requires that certain expenditures be deferred, and raised as items of appropriation in budgets of succeeding years. These deferred charges include two general categories of over expenditures and emergency appropriations. Overexpenditures occur when expenditures recorded as "paid or charged" exceed available appropriation balances. Emergency appropriations occur when, subsequent to the adoption of a balanced budget, the governing body authorizes the establishment of additional appropriations based on unforeseen circumstances or for other special purposes as defined by statute. Overexpenditures and emergency appropriations are deducted from total expenditures in the calculation of operating results and are established as assets for Deferred Charges on the Current Fund balance sheet. GAAP does not permit the deferral of overexpenditures to succeeding budgets. In addition, GAAP does not recognize expenditures based on the authorization of an appropriation. Instead, the authorization of special purpose expenditures, such as the preparation of tax maps or revaluation of assessable real property, would represent the designation of fund balance.

The Local Budget Law (N.J.S.A. 40A:4-1 et seq.) requires that certain operating transfers between funds, transfers of anticipated operating surpluses between the Current Fund and Sewer Utility Fund, transfers from the utility operating fund to the capital fund (to finance capital projects) and transfers from the Current Fund to the Trust Funds or General Capital Fund are required to be included in Borough's annual budgets as budget appropriations. Expenditures are recorded upon the adoption of the budget for legally required transfers, and upon the determination of availability of funds for any discretionary transfers. Under GAAP, operating transfers are not recognized as expenditures.

New Jersey statutes require municipalities to provide annual funding to Free Public Libraries through the Current Fund Budget. Amounts paid on behalf of the Free Public Library or transferred to the custody of the Library's management are recorded as budgetary expenditures of the municipality, notwithstanding the fact that the Library is recognized as a separate entity for financial reporting purposes. Under GAAP, the Library would be recognized, as a "component unit" of the municipality, and discrete reporting of the Library's financial position and operating results would be incorporated in the municipality's financial statements. The Borough of North Plainfield is a member of the Somerset County Library System and does not provide funding to a Free Public Library.

NOTES TO FINANCIAL STATEMENTS

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D.)

C. Basis of Accounting (Cont'd.)

Compensated Absences - The Borough has adopted written policies via employee contracts and municipal ordinances which set forth the terms under which an employee may accumulated earned, but unused, vacation and sick leave, establishes the limits on such accumulations and specifies the conditions under which the right to receive payment for such accumulations vests with the employee. The Borough records expenditures for payments of earned and unused vacation and sick leave in the accounting period in which the payments are made. GAAP requires that expenditures be recorded in the governmental (Current) fund in an amount that would normally be liquidated with available financial resources, and that expenditures be recorded in the enterprise (Sewer Utility) fund on a full accrual basis.

Property Acquired for Taxes - Foreclosed property is recorded in the Current Fund at the assessed valuation when such property was acquired and is fully reserved. GAAP requires such property to be recorded in the general fixed asset account group at the lower of cost or fair market value.

Other Post Employment Benefits (OPEB) – The Local Finance Board has promulgated rules for minimum financial statement disclosures for OPEB that follow the requirements of GASB Statement No 45. The requirements include: 1) A tracking of the Net OPEB Obligation, including the annual Required Contribution (ARC) less any contributions made; 2) The Actuarial Accrued Liability (AAL), the Unfunded Actuarial Accrued Liability (UAAL), and UAAL as a percentage of current period payrolls for employees eligible to receive benefits upon attaining the requisite age and service requirements; and 3) A summary of the significant actuarial assumptions, including the discount rate used. Princeton implemented this new disclosure standard for December 31, 2009. As this reporting standard does not require the recognition of an expenditure and/or liability on the face of the financial statements, any such disclosures do not impact the amounts reported in the accompanying financial statements. As noted in Note 11, the Borough of North Plainfield does not provide OPEB to its employees.

Sale of Municipal Assets - Cash proceeds from the sale of Borough owned property are reserved until utilized as an item of anticipated revenue in a subsequent year budget. Year-end balances of such proceeds are reported as a cash liability in the Current Fund. GAAP requires that revenue be recognized in the accounting period that the terms of sales contracts become legally enforceable.

Interfunds - Interfund receivables in the Current Fund are recorded with offsetting reserves, which are created by charges to operations. Income is recognized in the accounting period the receivables are liquidated. Interfund receivables in the other funds are not offset by reserves. GAAP does not require the establishment of an offsetting reserve.

Inventories of Supplies - The cost of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The costs of inventories are not included on the various balance sheets. GAAP requires recognition of the value of inventories of supplies of the Sewer Utility.

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D.)

C. Basis of Accounting (Cont'd.)

Governmental Fixed Assets - Property and equipment purchased by the Current and General Capital Funds are recorded as expenditures at the time of purchase and are not capitalized. Property and equipment purchased by the Sewer Utility Fund are recorded in the capital account at cost and are adjusted for disposition and abandonments. Contributions in aid of construction are not capitalized. The balances in the Reserve for Amortization and Deferred Reserve for Amortization accounts in these utility capital funds represent charges to operations for the costs of acquisitions of property, equipment and improvements. The utilities do not record depreciation on fixed assets. GAAP does not require the establishment of a reserve for amortization for utility fixed assets, but does require the recognition of depreciation of these assets as an operating expense of the utilities.

Utility Fixed Assets - Infrastructure and equipment purchased by Sewer Utility Fund are recorded as expenditures and are also capitalized within the utility capital fund at cost with an offsetting reserve for amortization, and are adjusted for disposition and abandonment. The amounts shown as utility fixed capital do not purport to represent reproduction costs or current value. Contributed assets are not capitalized. The balance in the Reserve for Amortization and Deferred Reserve for Amortization accounts in the utility capital fund represent charges to operations for the costs of acquisitions of property, equipment and improvements. GAAP does not require the establishment of a reserve for amortization for utility fixed assets, but does require the recognition of depreciation of these assets as an operating expense of the utility.

General Fixed Assets - Technical Accounting Directive No. 85-2 (Now N.J.A.C. 5:30-5.7), issued by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, established a mandate for fixed accounting by municipalities, effective December 31, 1985. Assets acquired through that date were to be valued based on actual costs, where available, and other methods, including current replacement values and estimated historical costs. Assets acquired subsequent to December 31, 1985 were required to be valued based on actual costs. Assets having a useful life of more than one year and an acquisition cost of \$5,000.00 or more per unit are required to be capitalized in the general fixed asset account group. Infrastructure assets are excluded from the general fixed asset account group. Depreciation is not recorded in the general fixed asset account group.

Disclosures About Fair Value of Financial Instruments

The following methods and assumptions were used to estimate the fair value of each class of financial instruments for which it is practicable to estimate that value:

Cash and cash equivalents and short-term investments: The carrying amount approximates fair value because of the short maturity of those instruments.

Long-term debt: The Borough's long-term debt is stated at face value. The debt is not traded and it is not practicable to determine its fair value without incurring excessive cost. Additional information pertinent to the Borough's long-term debt is provided in Note 3 to the financial statements.

NOTES TO FINANCIAL STATEMENTS

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D.)

C. Basis of Accounting (Cont'd.)

Recent Accounting Standards

GASB issued Statement No. 65, "Summary of Statement No. 65 Items Previously Reported as Assets and Liabilities" in March 2012. This Statement establishes accounting and financial reporting standards that reclassify, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities.

GASB issued Statement No. 66, "Technical Corrections – 2012 – an amendment of GASB Statements No. 10 and No. 62" in March 2012. The objective of this Statement is to improve accounting and financial reporting for a governmental financial reporting entity by resolving conflicting guidance that resulted from the issuance of two pronouncements, Statements No. 54, "Fund Balance Reporting and Governmental Fund Type Definitions", and No. 62, "Codification of accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements."

GASB issued Statement No. 67, "Financial Reporting for Pension Plans", and amendment to GASB Statement No. 25 in June 2012. The objective of this Statement is to improve the usefulness of pension information included in the general purpose external financial reports of state and local governmental pension plans for making decisions and assess accountability.

GASB issued Statement NO 68, "Accounting and Financial Reporting for Pensions: which amends GASB Statement No. 27. The objective of the Statement is to improve accounting and financial reporting by state and local governments for pensions. It also improves information provided by state and local governmental employers about financial support for pensions that is provided by other entities.

GASB issued Statement No. 69, "Government Combinations and Disposals of Government Operations in January 2013. This Statement establishes account and financial reporting standards related to government combinations and disposals of government operations.

GASB issued Statement No. 70 "Accounting and Financial Reporting for Nonexchange Financial Guarantees" in April 2013. The objective of this Statement is to improve accounting and financial reporting by state and local governments that extend and receive nonexchange financial guarantees.

GASB issued Statement No. 71 "Pension Transition for Contributions Made Subsequent to the Measurement Date" in November 2013. This Statement amends Statement 68 to address the potential understatement of a contributing entity's beginning net position and expense in the initial period of Statement 68 implementation.

The Borough does not prepare its financial statements in accordance with Generally Accepted Accounting Principles. Unless these new standards are incorporated into the other comprehensive basis of accounting that is utilized by the Borough through legislation or rulemaking they will not become part of the standards followed by the Borough for financial reporting. The Division of Local Government Services has adopted rules, which require full disclosure in the Notes to Financial Statements of OPEB related matters, as set forth.

Comparative Data

Comparative data for the prior year has been presented in order to provide an understanding of changes on the Borough's financial position and operations. However, comparative data has not been presented in each of the statements since their inclusion would make the statements unduly complex and difficult to read.

NOTES TO FINANCIAL STATEMENTS

Note 3: DEBT, DEBT SERVICE AND STATUTORY DEBT CONDITION

A. Summary of Municipal Debt for Capital Projects

	<u>YEAR 2013</u>	<u>YEAR 2012</u>	<u>YEAR 2011</u>
<u>Issued:</u>			
General:			
Bonds and Notes	\$ 11,920,510.00	\$ 12,329,160.00	\$ 11,452,160.00
Sewer Utility:			
Bonds and Notes	<u>1,704,787.42</u>	<u>743,371.16</u>	<u>1,128,558.00</u>
Total Debt Issued	<u>13,625,297.42</u>	<u>13,072,531.16</u>	<u>12,580,718.00</u>
Net Debt Issued	<u>13,625,297.42</u>	<u>13,072,531.16</u>	<u>12,580,718.00</u>
<u>Authorized but not Issued:</u>			
General:			
Bonds & Notes	13,945.00	813,945.00	6,395.00
Sewer Utility			
Bonds & Notes	<u>95,000.00</u>	<u>1,161,850.00</u>	<u>1,161,850.00</u>
Total Authorized but not Issued	<u>108,945.00</u>	<u>1,975,795.00</u>	<u>1,168,245.00</u>
Net Bonds & Notes Issued and Authorized but not Issued	<u>\$ 13,734,242.42</u>	<u>\$ 15,048,326.16</u>	<u>\$ 13,748,963.00</u>

Note 3: DEBT, DEBT SERVICE AND STATUTORY DEBT CONDITION (CONT'D.)

A. Summary of Municipal Debt for Capital Projects (Cont'd.)

Summarized below are the Borough's individual bond & loan issues which were outstanding at December 31, 2012:

	<u>AMOUNT ISSUED</u>	<u>AMOUNT OUTSTANDING</u>	<u>INTEREST RATE</u>	<u>FINAL MATURITY</u>
<u>Operating Debt:</u>				
<u>General Improvement Debt:</u>				
General Improvement Bonds of 1997	\$ 3,575,000.00	\$ 275,000.00	5.200%	2013
General Improvement Bonds of 2003	4,875,000.00	1,320,000.00	3.050%-3.25%	2015
Bond Anticipation Notes	10,734,160.00	<u>10,734,160.00</u>	1.500%	2013
Total General. Improv. Debt		<u>12,329,160.00</u>		
<u>Utility Debt:</u>				
Sewer Bonds of 1997	400,000.00	25,000.00	5.20%	2013
NJEIT Trust Loan of 2001	1,070,000.00	131,313.16	5.0%-5.25%	2020
Bond Anticipation Notes	508,558.00	<u>587,058.00</u>	1.500%	2013
Total Utility Debt		<u>743,371.16</u>		
Total Debt Issued and Outstanding		<u>\$13,072,531.16</u>		

Summarized below are the Borough's individual bond & loan issues which were outstanding at December 31, 2013:

	<u>AMOUNT ISSUED</u>	<u>AMOUNT OUTSTANDING</u>	<u>INTEREST RATE</u>	<u>FINAL MATURITY</u>
<u>General Improvement Debt:</u>				
General Improvement Bonds of 2003	4,875,000.00	880,000.00	3.150%-3.25%	2015
Bond Anticipation Notes	11,040,510.00	<u>11,040,510.00</u>	1.250%	2014
Total General. Improv. Debt		<u>11,920,510.00</u>		
<u>Utility Debt:</u>				
NJEIT Trust Loan of 2001	1,070,000.00	78,379.42	5.0%-5.25%	2020
Bond Anticipation Notes	508,558.00	<u>1,626,408.00</u>	1.250%	2012
Total Utility Debt		<u>1,704,787.42</u>		
Total Debt Issued and Outstanding		<u>\$13,625,297.42</u>		

Note 3: DEBT, DEBT SERVICE AND STATUTORY DEBT CONDITION (CONT'D.)

B. Summary of Statutory Debt Condition - Annual Debt Statement (Cont'd)

Calculation of "Self-Liquidating Purpose" Sewer Utility Per N.J.S.A. 40A:2-45

The calculation of "Self-Liquidating Purpose" for the Sewer Utility, per N.J.S.A. 40A:2-45 is as follows:

FYE 2012

Cash Receipts from Fees, Rents or Other Charges for Year		\$ 1,841,479.20
Deductions:		
Operating & Maintenance Cost	1,817,000.00	
Debt Service Per Sewer Acct.	<u>57,136.91</u>	
Total Deductions		<u>1,874,136.91</u>
Excess in Revenues		\$ <u><u>(32,657.71)</u></u>

FYE 2013

Cash Receipts from Fees, Rents or Other Charges for Year		\$ 2,171,309.40
Deductions:		
Operating & Maintenance Cost	1,828,000.00	
Debt Service Per Sewer Acct.	<u>118,926.89</u>	
Total Deductions		<u>1,946,926.89</u>
Excess in Revenues		\$ <u><u>224,382.51</u></u>

NOTES TO FINANCIAL STATEMENTS

Note 3: DEBT, DEBT SERVICE AND STATUTORY DEBT CONDITION (CONT'D.)

B. Summary of Statutory Debt Condition - Annual Debt Statement (Cont'd.)

Deduction of Self-Liquidating Utility Debt for Statutory Net Debt (N.J.S.A. 40A:2-45)

The difference between the excess in revenues for debt statement purposes and the statutory cash basis for the Sewer Utility is as follows:

FYE 2012

Deficit in Revenues - Cash Basis (D-1)		\$	(27,476.46)
Less:	Lapsed Reserves	4,181.25	
	Accounts Payable Canceled	<u>1,000.00</u>	
			<u>5,181.25</u>
Excess in Revenues		\$	<u><u>(32,657.71)</u></u>

FYE 2013

Excess in Revenues - Cash Basis (D-1)		\$	371,981.05
Add:	Deferred Charges	<u>27,476.46</u>	
			399,457.51
Less:	Lapsed Reserves	15,700.00	
	Misc. Revenue not Anticipated	<u>159,375.00</u>	
			<u>175,075.00</u>
Excess in Revenues		\$	<u><u>224,382.51</u></u>

Note 3: DEBT, DEBT SERVICE AND STATUTORY DEBT CONDITION (CONT'D.)

C. Schedule of Annual Debt Service for Principal and Interest
for Bonded Debt Issued and Outstanding at December 31, 2011

Calendar Year	<u>General</u>		<u>Sewer Utility*</u>		<u>Total</u>
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	
2014	440,000.00	28,160.00	57,533.08	3,971.56	529,664.64
2015	440,000.00	14,300.00	12,272.79	1,094.90	467,667.69
2016			1,743.40	462.85	2,206.25
2017			1,208.65	373.07	1,581.72
2018			802.05	309.62	1,111.67
2019			138.31	267.51	405.82
2020			4,681.13	260.25	4,941.38
	<u>\$ 880,000.00</u>	<u>\$ 42,460.00</u>	<u>\$ 78,379.41</u>	<u>\$ 6,739.76</u>	<u>\$ 1,007,579.17</u>

* - Includes Debt Service on NJEIT Trust Loans and Fund Loans

D. New Jersey Environmental Infrastructure Loan Deobligation

On January 28, 2009 the New Jersey Department of Environmental Protection notified the Borough they were deobligating the Borough of \$1,076,292 of the loan principals due on the \$1,070,000 Trust Fund loan and \$1,084,442 Fund Loan. The loans were reduced by \$538,146 respectively, which resulted in the Fund Loan being paid off, the Trust loan was reduced to principal payments reflected above.

NOTES TO FINANCIAL STATEMENTS

Note 4: DEFERRED COMPENSATION TRUST FUND

The Borough of North Plainfield Deferred Compensation Plan was established pursuant to Section 457 of the Internal Revenue Code and the provisions of N.J.S.A. 43:15B-1. The Plan is an arrangement whereby a public employer may establish a plan and permit its employees to voluntarily authorize a portion of their current salary to be withheld and invested in one or more the types of investments permitted under the governing regulations. The Borough has engaged a private contractor to administer the plan.

The borough adopted a resolution on December 14, 1998 amending its plan in accordance with the amendments to Section 457 of the Code included in the Small Business Job Protection Act of 1996. This legislation eliminated provisions of the law that required compensation, which was deferred under the Plan to remain assets of the employer. The Plan amendment specifies that Plan assets are held “for the exclusive benefit of Plan participants and their beneficiaries”. Accordingly, the financial statements of the Plan are not included in the Borough’s financial statements for periods ending subsequent to December 31, 1997.

Note 5: FUND BALANCES APPROPRIATED

Fund Balances at December 31, 2013 and 2012 that were appropriated and included as anticipated revenue in their own respective funds for the years ending December 31, 2014 and 2013 were as follows:

	<u>FUND BALANCE DEC 31,2012</u>	<u>UTILIZED IN SUCCEEDING BUDGET</u>
Current Fund	\$1,227,023.37	\$650,000
Sewer Utility Fund	202,711.66	150,000

	<u>FUND BALANCE DEC 31,2013</u>	<u>UTILIZED IN SUCCEEDING BUDGET</u>
Current Fund	\$2,327,032.86	\$1,300,000.00
Sewer Utility Fund	424,692.71	150,000.00

Note 6: DEFERRED CHARGES TO BE RAISED IN FUTURE BUDGETS

Certain expenditures are required to be deferred to budgets of future years. At December 31, 2012 and 2013, the following deferred charges are shown on the balance sheets of the various funds:

	<u>BALANCE DEC. 31, 2012</u>	<u>RAISED IN 2013 BUDGET</u>	<u>BALANCE TO SUCCEEDING YEARS</u>
Current Fund:			
Special Emergency-			
Hurricane Sandy	\$2,000,000.00	\$400,000.00	\$1,600,000.00
Master Plan	60,000.00	15,000.00	45,000.00
General Capital Fund:		NONE	
Sewer Operating Fund:		NONE	

NOTES TO FINANCIAL STATEMENTS

Note 6: DEFERRED CHARGES TO BE RAISED IN FUTURE BUDGETS (CONT'D.)

	<u>BALANCE</u> <u>DEC. 31, 2013</u>	<u>RAISED IN</u> <u>2012 BUDGET</u>	<u>BALANCE TO</u> <u>SUCCEEDING YEARS</u>
Current Fund:			
Special Emergency-			
Hurricane Sandy*	\$960,000.00	\$240,000.00	\$ -0-
Tax Map Preparation	45,000.00	15,000.00	30,000.00
General Capital Fund:		NONE	
Sewer Operating Fund:		NONE	

* An additional \$800,000 of unexpended balances was canceled during 2013.

Note 7: DEPOSITS AND INVESTMENTS

Deposits

New Jersey statutes permit the deposit of public funds in institutions located in New Jersey, which are insured by the Federal Deposit Insurance Corporation (FDIC), or by any other agencies of the United States that insures deposits or the State of New Jersey Cash Management Fund. New Jersey statutes require public depositories to maintain collateral for deposit of public funds that exceed insurance limits to protect deposits from loss under the provisions of the Governmental Unit Deposit Protection Act ("GUDPA"). GUDPA was enacted in 1970 to protect Governmental Units from a loss of funds on deposit with a failed banking institution in New Jersey.

N.J.S.A. 17:9-41 et. seq. establishes the requirements for the security of deposits of governmental units. The statute requires that no governmental unit shall deposit public funds in a public depository unless such funds are secured in accordance with the Act. Public depositories include Savings and Loan institutions, banks (both state and national banks) and savings banks the deposits of which are federally insured. All public depositories must pledge collateral, having a market value at least equal to five (5) percent of the average daily balance of collected public funds; or if the public funds deposited exceed 75 percent of the capital funds of the depository, the depository must provide collateral having a market value equal to 100 percent of the amount exceeding 75 percent, to secure the deposits of governmental units.

All collateral must be deposited with the Federal Reserve Bank, the Federal Home Loan Bank Board or a banking institution that is a member of the Federal Reserve System and has capital funds of not less than \$25,000,000. If a public depository fails, the collateral it has pledged, plus the collateral of all other public depositories, is available to pay the full amount of their deposits to the Governmental Units.

At December 31, 2012, the Borough's recorded cash, cash equivalents and investments amounted to \$8,290,588.15, and an amount of \$6,438,985.22 was on deposit with the respective institutions.

At December 31, 2013, the Borough's recorded cash, cash equivalents and investments amounted to \$10,042,931.28 and an amount of \$12,692,559.86 was on deposit with the respective institutions.

An Analysis of the Borough's cash, cash equivalents and investments at December 31, 2012 and 2013, by Fund/Category (Type) is as follows:

NOTES TO FINANCIAL STATEMENTS

Note 7: DEPOSITS AND INVESTMENTS (CONT'D.)

Deposits (Cont'd.)

By Fund:

<u>Fund</u>	<u>2012</u> <u>Amount</u>	<u>2013</u> <u>Amount</u>
Current	\$4,238,998.50	\$4,388,575.30
Grant	24,507.23	25,538.63
General Capital	1,965,285.68	1,883,620.22
Trust	1,603,035.03	2,753,052.06
Sewer Utility Operating	214,279.15	545,496.63
Sewer Utility Capital	6,838.63	156,986.57
Payroll	<u>237,643.94</u>	<u>289,661.87</u>
Total Cash, Cash Equivalents & Investments	<u>\$8,290,588.15</u>	<u>10,042,931.28</u>

By Category (Type)

<u>Cash & Cash Equivalents:</u>	<u>2012</u> <u>Amount</u>	<u>2013</u> <u>Amount</u>
Change Fund	\$ 700.00	\$ 700.00
Demand Accounts	<u>8,289,888.15</u>	<u>10,042,231.28</u>
Total Cash & Cash Equivalents	<u>\$8,290,588.15</u>	<u>\$6,438,985.22</u>

Based upon GASB criteria, the Borough considers change funds, cash in banks, investments in certificates of deposit and State of New Jersey Cash Management Fund as cash and cash equivalents. At December 31, 2013, the carrying amount of the Borough's deposits was \$10,042,931.28 and the bank balance was \$12,692,559.86. Of the bank balance, \$253,264.54 was covered by Federal depository insurance and \$12,439,295.32 was covered under the provisions of NJGUDPA.

Custodial Credit Risk – The Borough's deposits are exposed to custodial credit risk if they are not covered by depositor insurance and the deposits are: uncollateralized, collateralized with securities held by the pledging financial institution, or collateralized with securities held by the pledging financial institution's trust department or agent but not in the depositor-government's name. The deposit risk is that, in the event of a bank failure, the Borough's deposits may not be returned to it. The Borough's investment securities are exposed to custodial credit risk if the securities are uninsured, are not registered in the name of the Borough and are held by either: the counterparty or the counterparty's trust department or agent but not in the Borough's name. The investment risk is that, in the event of the failure of the counterparty to a transaction, the Borough will not be able to recover the value of the investment or collateral securities that are in possession of an outside party. The government does not have a deposit policy for custodial credit risk. As of December 31, 2013 and 2012, based upon the insured balances provided by the FDIC and NJGUDPA coverage, no amount of the Borough's bank balance was exposed to custodial risk.

Concentration of Credit Risk – This is the risk associated with the amount of investment the Borough has with any one issuer that exceeds 5 percent or more of its total investments. Investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments are excluded from this requirement.

Note 7: DEPOSITS AND INVESTMENTS (CONT'D.)

Deposits (cont'd.)

Credit Risk – GASB 40 requires that disclosure be made as to the credit rating of all debt security investments except for obligations of the U.S. government or obligations explicitly guaranteed by the U.S. government. This risk is that an issuer or other counterparty to an investment will not fulfill its obligations. The Borough does not have an investment policy regarding Credit Risk. The Cash Management Fund is not rated.

Interest Rate Risk – This is the risk that changes in interest rates will adversely affect the fair value of an investment. The Borough does not have a formal policy that limits investments maturities as a means of managing its exposure to fair value losses arising from interest rate fluctuations.

<u>Depository Account</u>	<u>Bank Balance</u>
Insured FDIC	\$ 253,264.54
Insured – NJGUDPA (N.J.S.A. 17:941)	<u>12,439,295.32</u>
Total	<u>\$12,692,559.86</u>

Investments

New Jersey statutes permit the Borough to purchase the following types of securities:

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States;
2. Government money market mutual funds;
3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided such obligation bear a fixed rate of interest not dependent on any index or other external factor;
4. Bonds or other obligations of the local unit or bonds or other obligations of school districts of which the local unit is a part or within which the school district is located;
5. Bonds or other obligations, having a maturity date of not more than 397 days from the date of purchase, approved by the Division of Investment in the Department of the Treasury for investment by local units;
6. Local government investment pools;
7. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1997, c. 281 (C.52:18A-90.4); or

NOTES TO FINANCIAL STATEMENTS

Note 7: DEPOSITS AND INVESTMENTS (CONT'D.)

Investments (Cont'd.)

8. Agreements for the repurchase of fully collateralized securities, if:
 - a. the underlying securities are permitted investments pursuant to paragraphs (1) and (3);
 - b. the custody of collateral is transferred to a third party;
 - c. the maturity of the agreement is not more than 30 days;
 - d. the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c. 236 (C.19:9-41) and for which a master repurchase agreement providing for the custody and security of collateral is executed.

Note 8: ASSESSMENT AND COLLECTION OF PROPERTY TAXES

New Jersey statutes require that taxable valuation of real property be prepared by the Borough Assessor as of October 1 in each year and filed with the County Board of Taxation by January 10 of the following year. Upon the filing of certified adopted budgets by the Borough, Local School District, County and Fire Districts, the tax rate is struck by the board based on the certified amounts in each of the taxing districts for collection to fund the budgets. Pursuant to statute, this process is to be completed on or before May 3, with a completed duplicate of the tax rolls to be delivered to the Borough Tax Collector on or before May 13th.

Tax bills are prepared and mailed by the Collector of Taxes of the Borough annually and set forth the final tax for the tax year. The bill contains a credit for preliminary amounts billed previously with the balance payable in equal installments on August 1st and November 1st of the tax year. In addition, the property owner receives a preliminary bill for the succeeding year based on one half of the prior year's tax. The preliminary payments are due and payable on February 1st and May 1st. The New Jersey Statutes allow a grace period of 10 days for each payment period and the Borough granted this option to taxpayers. Taxes become delinquent if not paid on the installment dates and become subject to interest penalties of 8% to 18% of the amount delinquent, and if a delinquency (including interest) is in excess of \$10,000.00 and remains in arrears after December 31, an additional flat penalty of 6% shall be charged against the delinquency. If taxes are delinquent on or after April 1st of the succeeding year, the delinquent amount is subject to "Tax Sale" which places a tax lien on the property allowing the holder to enforce the tax lien by collection or foreclosure. New Jersey property tax laws establish a tax lien on real estate as of January 1st of the current tax year even though the amount due is not known.

Note 9: PENSION AND RETIREMENT PLANS

Substantially all of the Township's non-seasonal employees participate in one of the following contributory public employee retirement systems which have been established by State statute: the defined benefit plan entitled Public Employees' Retirement System (PERS), the defined benefit plan entitled Police and Firemen's Retirement System (PFRS), or the defined contribution plan entitled Defined Contribution Retirement Plan (DCRP). These systems are sponsored and administered by the New Jersey Division of Pensions and Benefits. The PERS and PFRS are considered cost sharing multiple-employer plans.

The Public Employees' Retirement System (PERS) was established in January 1955, under the provisions of N.J.S.A. 43:15A to provide coverage including post-retirement health care to most full time employees of the State or any county, municipality, school district or public agency provided the employee is not a member of another State-administered retirement system. Membership is mandatory for such employees and vesting occurs after 10 years of service for pension benefits.

NOTES TO FINANCIAL STATEMENTS

Note 9: PENSION AND RETIREMENT PLANS (CONT'D.)

The Police and Firemen's Retirement System (PFRS) was established in July 1944, under the provisions of N.J.S.A. 43:16A to provide coverage to substantially all full time county and municipal police or firemen and State firemen appointed after June 30, 1944. Membership is mandatory for such employees with vesting occurring after 10 years of membership.

The Defined Contribution Retirement Program (DCRP) — established under the provisions of Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007 and expanded under the provisions of Chapter 89, P.L. 2008 — provides eligible members with a tax-sheltered, defined contribution retirement benefit, along with life insurance and disability coverage. Individuals eligible for membership in the DCRP include:

- State or Local Officials who are elected or appointed on or after July 1, 2007; and
- Employees enrolled in the PERS or TPAF on or after July 1, 2007, who earn salary in excess of established "maximum compensation" limits.
- Employees otherwise eligible to enroll in the PERS or TPAF on or after November 2, 2008, who *do not* earn the minimum annual salary for PERS or TPAF Tier 3 enrollment (\$7,500 in 2008 and 2009, subject to adjustment in future years) but who earn salary of at least \$1,500 annually.

The Defined Contribution Retirement Program Board oversees the DCRP, which is presently administered for the Division of Pensions and Benefits by Prudential Financial.

Prudential makes DCRP information, including information about distribution options, available on its New Jersey Defined Contribution Program Web site: www.prudential.com/njdcrp.

According to the State of New Jersey Management Administrative Code, all obligations of both Systems will be assumed by the State of New Jersey should the Systems terminate.

The Division issues a publicly available financial report that includes the financial statements and required supplementary information of each of the above systems. These reports may be obtained by writing to the Division of Pensions and Benefits, PO Box 295, Trenton, New Jersey 08625-2095.

For PERS employees, the benefits will be 1/55 of the average of the three highest years of compensation for each year of service. However, for PERS who are veterans of the U.S. armed forces, the benefits will be 1/55 of final compensation for each year of service. 2010 pension reform laws have made numerous prospective changes for new enrollees after May 21, 2010.

For PFRS employees, the benefits will be various percentages of final compensation depending upon the numbers of years of service.

Significant Legislation

As per P.L. 2003, c.108, the Township shall reduce the normal and accrued liability contributions payable by the Township to a percentage of the amount certified annually by the retirement system, which for PERS will be as follows: for payments due in the State fiscal year ending June 30, 2005, 20%; for payments due in the State fiscal year ending June 30, 2006, not more than 40%; for payments due in the fiscal year ending June 30, 2007, not more than 60%; for payments due in the fiscal year ending June 30, 2008, not more than 80%. The law provides that local employers' PFRS normal and accrued liability contributions shall be as follows: for payments due in the State fiscal year ending June 30, 2004, 20%; for payments due in the State fiscal year ending June 30, 2005, not more than 40%; for payments due in the fiscal year ending June 30, 2006, not more than 60%; for payments due in the fiscal year ending June 30, 2007, not more than 80%. The Township paid 100% of its PFRS and PERS normal and accrued liability due to the State fiscal year ending June 30, 2013.

Note 9: PENSION AND RETIREMENT PLANS (CONT'D.)

The Defined Contribution Retirement Program (DCRP) — established under the provisions of Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007 and expanded under the provisions of Chapter 89, P.L. 2008 — provides eligible members with a tax-sheltered, defined contribution retirement benefit, along with life insurance and disability coverage.

Contribution Requirements

The contribution policy is set by New Jersey State Statutes and, in most retirement systems, contributions are required by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. The various pension funds provide for employee contributions based on percentages ranging from 6.50 percent to 10.00 percent of employees' annual compensation, as defined. PFRS employee contributions rose from 8.5% of covered wages to 10% on October 1, 2011. PERS employee contributions rose from 6.64% to 6.78% on July 1, 2013. Employers are required to contribute at an actuarially determined rate in all Funds. The actuarially determined employer contribution includes funding for cost-of-living adjustments and noncontributory death benefits in the PFRS and PERS. The required employer contribution rate for DCRP is a flat 3.00 percent.

Employees of the Borough of North Plainfield are enrolled in one of two cost sharing multiple-employer public employee retirement systems: the Public Employees Retirement System (PERS) or the Police and Firemen's Retirement System (PFRS). The Division of Pensions in the Department of Treasury, State of New Jersey, administers the PERS and PFRS plans. The plans are funded annually based on the projected benefit method with aggregate level normal cost and frozen initial unfunded accrued liability. The plans, which cover public employees throughout the state, do not maintain separate records for each reporting unit and, accordingly, the actuarial data for the employees of the Borough who are members of the plans are not available. The employer contributions in 2012 and 2013 were \$252,479 and \$235,733 respectively for PERS, and \$1,749,284.00 and \$1,908,641 respectively for PFRS. Employee payroll deductions for PERS pensions were \$207,356 and \$233,892 in 2012 and 2013, respectively. Employee payroll deductions for PFRS pensions were \$1,008,577 and \$1,044,729 in 2012 and 2013, respectively.

Note 10: POST RETIREMENT HEALTH BENEFITS

P.L. 1997, C.330 provides State paid post-retirement health benefits to qualified retirees of the Police and Firemen's Retirement System and the Consolidated Police and Firemen's Pension Fund and to dependents of qualified retirees. The State is responsible for 80% of the premium for the category of coverage elected by the retiree under the State managed care plan or a health maintenance organization participating in the program, whichever provides the lower charge.

The Borough of North Plainfield PERS employees do not receive any post-retirement medical benefits.

Note 11: ACCRUED SICK AND VACATION BENEFITS

The code of the Borough of North Plainfield sets forth the terms under which an employee may accumulate unused benefits for sick leave, compensatory time, and vacations. Currently, employees are eligible upon normal retirement to receive a termination payment for unused sick leave, at current pay rates, equal to one-half (1/2) the value of accumulated and unused sick leave up to ninety (90) days, plus five-sixths (5/6) the value of each full day of accumulated and unused sick leave in excess of ninety (90) days, up to and including the one hundred eightieth (180th) day.

NOTES TO FINANCIAL STATEMENTS

Note 11: ACCRUED SICK AND VACATION BENEFITS (CONT'D.)

The Borough maintains up-to-date records of each employee's status relating to earned and unused sick and vacation pay. It is estimated that the cost at December 31, 2012 and 2013 of such unpaid sick, compensatory and vacation pay would approximate \$3,779,420.00 and \$3,595,741.65. These amounts represents the current value of all accumulations, as limited by the Borough Code for sick pay, and is not intended to portray amounts that would be recorded under GAAP. The Borough has not discounted the total based upon a study of utilization by employees separating from service. Neither has it excluded the accumulations of any employees based upon the likelihood that the right to receive termination payments for such accumulations will vest with the employees. The amount that the valuation reported above would be reduced under either of the methodologies permitted under GAAP has not been determined. Expenditures for payment of accrued sick and vacation benefits are recorded in the period in which payments are made as part of the current year's operating budget appropriations.

Note 12: RISK MANAGEMENT

Commencing in the year ended December 31, 2000, The Borough managed its insurable risks through the procurement of traditional, risk-transfer policy coverages. In previous years, the Borough was a participant in the Middlesex County Municipal Joint Insurance Fund ("JIF"). The Borough continues to participate in the JIF for claims relating to fund years prior to 2000. In accordance with the by-laws of the JIF, the Borough will be entitled to a refund of its proportionate share of any excess funding, or, in the alternative, may be required to fund its proportionate share of any deficits that arise through the final settlement of the claims relating to each fund year.

On February 1, 2002 the Borough joined the Garden State Municipal Joint Insurance Fund. This fund provides for a pooling of self-retained risks of insurable losses, as well as cost effective excess insurance coverage.

Summary of Risk Management Program

The GSMJIF provides the following coverages to its participants:

1. Workers Compensation

The Fund covers \$500,000.00 for each accident or each employee for disease. The Brit Global Specialty USA Co. Provided \$500,000 excess claims and the Safety National Insurance Co. provides coverage to the statutory limits above \$1,000,000.

2. General Liability

The Fund covers \$250,000.00 Combined Single Limit (CSL)

The Brit Global Specialty USA Co. and Caitlin Specialty Insurance Co. provide excess coverage to the following limits:

General Liability -\$15,000,000.00*

Public Officials -\$15,000,000.00*

*-subject to annual aggregate limits

3. Automobile Liability

The Fund covers \$250,000.00 (CSL) for bodily injury, property damage and PIP. The Fund covers \$15,000.00/person and \$30,000.00/occurrence for uninsured/underinsured motorist liability.

The Brit Global Specialty USA Co. & Caitlin Specialty Insurance Co. cover excess claims as part of its excess General Liability Limit.

NOTES TO FINANCIAL STATEMENTS

Note 12: RISK MANAGEMENT (CONT'D)

4. Property

The Fund covers \$50,000 (Property) and \$100,000 (Auto Property)
Excess Coverage is provided through The Travelers Insurance Company.
Basic Limit - \$600,000,000.00/occurrence*

*Subject to per occurrence and annual aggregate limits

Note 13: COMMITMENTS AND CONTINGENCIES

As at the date of this report, the Borough had various litigations pending. The majority of the cases pending or threatened are defended and/or covered through the Borough's insurance coverages and risk management plan. Based upon all available information, the Borough does not believe that there are any legal matters pending which, in the event of an adverse or unfavorable outcome, would have a material impact upon the Borough's financial position.

Note 14: LENGTH OF SERVICE AWARD PROGRAM (LOSAP) - UNAUDITED

The Borough has instituted a Length of Service Award Program (LOSAP) pursuant to section 457(e) of the Internal Revenue Code and P.L. 1997, C. 388 as amended by P.L. 2001, C. 272 of the Statutes of New Jersey. The Program provides for annual contributions to a deferred income account for volunteer firefighters and first aid and rescue squad members who meet specified service criteria. The Borough sponsors the Program, which is administered by a private contractor. The LOSAP section of this document includes the relevant unaudited financial statements and notes for the Program.

Note 15: SUBSEQUENT EVENTS

On April 14, 2014, Borough Council adopted the 2014 Municipal and Utility Budgets, current revenues and appropriations totaled \$23,258,401.94 and \$2,007,000.00 respectively.

**BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY**



PART II
SINGLE AUDIT SECTION

HODULIK & MORRISON, P.A.
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REGISTERED MUNICIPAL ACCOUNTANTS
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MEMBERS OF:
AMERICAN INSTITUTE OF CPA'S
NEW JERSEY SOCIETY OF CPA'S
REGISTERED MUNICIPAL ACCOUNTANTS OF N.J.

REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON
AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Honorable Mayor and Members
of the Borough Council
Borough of North Plainfield
County of Somerset, New Jersey

We have audited, in accordance with auditing standards generally accepted in United States of America and the standards applicable to the financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey the financial statements – regulatory basis of the Borough of North Plainfield, County of Somerset, New Jersey, as of and for the year ended December 31, 2013 and the related notes to the financial statements, which collectively comprise the Borough of North Plainfield's financial statements and have issued our report thereon dated September 22, 2014. Our report was modified due to the departures from accounting principles generally accepted in the United States of America that, as disclosed in Note 2, are embodied in the regulatory basis of accounting that is followed by the auditee.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Borough of North Plainfield's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Borough of North Plainfield's internal control. Accordingly we do not express an opinion on the effectiveness of the Borough of North Plainfield's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in the internal control that might be material weaknesses, or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses as defined above. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Borough of North Plainfield's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

We noted certain other matters involving compliance and internal control over financial reporting that we have reported to the management of the Borough of North Plainfield in the General Comments section of the Report of Audit.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Hodulik & Morrison, P.A.

HODULIK & MORRISON, P.A.
Certified Public Accountants
Registered Municipal Accountants

Highland Park, New Jersey
September 22, 2014

HODULIK & MORRISON, P.A.
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REGISTERED MUNICIPAL ACCOUNTANTS
PUBLIC SCHOOL ACCOUNTANTS
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NEW JERSEY SOCIETY OF CPA'S
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INDEPENDENT AUDITOR'S REPORT ON
COMPLIANCE FOR EACH MAJOR FEDERAL
AND STATE PROGRAM AND ON INTERNAL CONTROL
OVER COMPLIANCE
REQUIRED BY OMB CIRCULAR A-133 AND BY NEW
JERSEY OMB CIRCULAR 04-04

Honorable Mayor and Members
of the Borough Council
Borough of North Plainfield
County of Somerset, New Jersey

Report on Compliance for Each Major Program

We have audited the Compliance of the Borough of North Plainfield, County of Somerset, New Jersey with the types of compliance requirements described in the "U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement" and the New Jersey Compliance Manual "State Grant Compliance Supplement" that could have a direct and material effect on each of the Borough of North Plainfield's major federal and state programs for the year ended December 31, 2013. The Borough of North Plainfield's major federal and state programs are identified in the "Summary of Auditor's Results Section" of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts and grants applicable to each of its federal and state programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Borough of North Plainfield's major federal and state programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; audit requirements as prescribed by the Division of Division of Local Government Services, Department of Community Affairs, State of New Jersey; OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations"; and New Jersey OMB Circular 04-04, Single Audit Policy for Recipients of Federal Grants and State Aid. Those standards, OMB Circular A-133 and New Jersey OMB's Circular 04-04, require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal and state program occurred. An audit includes examining, on a test basis, evidence about the Borough of North Plainfield's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal and state program. However, our audit does not provide a legal determination of the Borough of North Plainfield's compliance.

Opinion on Each Major Federal and State Program

In our opinion, the Borough of North Plainfield complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal and state programs for the year ended December 31, 2013.

Report on Internal Control Over Compliance

Management of the Borough of North Plainfield is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit, we considered the Borough of North Plainfield's internal control over compliance with the types of compliance requirements that could have a direct and material effect on a major federal and state program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing our opinion on compliance for each major federal and state program and to test and report on internal control over compliance in accordance with OMB Circular A-133 and NJ OMB Circular 04-04, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly we do not express an opinion on the effectiveness of the Borough of North Plainfield's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct noncompliance with a type of compliance requirement of a federal or state program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that the material noncompliance with a type of compliance requirement of a federal or state program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal or state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Purpose of this Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133 and NJ OMB Circular 04-04. Accordingly, this report is not suitable for any other purposes.



HODULIK & MORRISON, P.A.
Certified Public Accountants
Public School Accountants

Highland Park, New Jersey
September 22, 2014

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND
STATE FINANCIAL ASSISTANCE**

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2013

FEDERAL GRANTOR/ PROGRAM TITLE	FEDERAL CFDA NUMBER	PASS-THROUGH ACCOUNT NUMBER	GRANT PERIOD	PROGRAM OR AWARD AMOUNT	CASH RECEIPTS	DISBURSE- MENTS/ EXPENDITURES	CUMULATIVE EXPENDITURES AT DECEMBER 31, 2013
<u>Direct Program:</u>							
Department of Homeland Security:							
Federal FEMA Firefighters Grant (SAFER)	97.083		2010	79,366.00			79,366.00
Federal FEMA Firefighters Grant (SAFER)	97.083		2011	413,770.00		155,659.01	413,770.00
Federal FEMA Firefighters Grant (SAFER)	97.083		2012	196,968.95	174,119.35	82,835.08	132,827.08
Assistance to Firefighters Grant - Fire Act Grant	97.044		2011	51,655.00	46,489.05	0.00	51,650.35
Total Federal FEMA Firefighters Grant (SAFER)					220,608.40	238,494.09	677,613.43
Disaster Grants-Public Assistance-Hurricane Sandy	97.036	100-066-1200-A92	2012	1,172,127.21	490,112.32	1,172,127.21 (1)	1,172,127.21
Total Department of Homeland Security					710,720.72	1,410,621.30	1,849,740.64
<u>Indirect Programs:</u>							
Department of Housing & Urban Development:							
Pass through County of Somerset, NJ							
CDBG - Entitlement Grants Cluster							
Community Development Block Grants/Entitlement Grants	14.218		2011	47,983.06			30,699.27
Community Development Block Grants/Entitlement Grants	14.218		2013	46,747.43	46,747.43		0.00
Total Comm. Development Block Grants/Entitlement Grants					46,747.43	0.00	0.00
Department of Transportation:							
Pass through State of New Jersey							
Occupant Protection Grant (Click it, Ticket it)	20.602		2013	4,000.00	4,000.00	4,000.00	4,000.00
Alcohol Traffic Safety and Drunk Driving Prevention Incentive Grants	20.601	078-6320-480	2013	7,692.50	7,692.50	7,692.50	7,692.50
Total Department of Transportation					11,692.50	11,692.50	11,692.50
Total Expenditures of Federal Awards					\$ 769,160.65	\$ 1,422,313.80	\$ 1,861,433.14

Footnotes:

(1) Represents 90% (federal share) of eligible costs incurred from October 29, 2012 through December 31, 2013.

NOTE: See accompanying Notes to Schedules of Expenditures of Awards.

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE
FOR THE YEAR ENDING DECEMBER 31, 2013

State of New Jersey Department / Program Title	Grant Number/State Loan Number	Grant Period	Grant Award	2013 Grant Receipts	2013 Expenditures	Cumulative Expenditures/ Cancellations
Pass Through County of Somerset						
Municipal Alliance	082-2000-100-044-09	2011	21,775.00		13,961.96	21,438.28
Municipal Alliance	082-2000-100-044-09	2012	21,775.00	13,301.62	11,007.99	21,775.00
Municipal Alliance	082-2000-100-044-09	2013	21,342.00	780.00	10,189.09	10,189.09
Justice Assistance Grant (JAG)	N/A	2010	36,050.00			29,719.47
Total Pass Through County of Somerset			100,942.00	14,081.62	35,159.04	83,121.84
Division of Criminal Justice						
Safe & Secure Communities Act	066-1020-100-232-07	2011	363,606.00			363,606.00
Safe & Secure Communities Act	066-1020-100-232-07	2012	385,000.00	37,500.00		385,000.00
Safe & Secure Communities Act	066-1020-100-232-07	2013	388,419.00	59,919.00	388,419.00	388,419.00
Body Armor Replacement	066-1020-718-001-08	2008-2009	4,652.97			3,705.95
Body Armor Replacement	066-1020-718-001-08	2010	5,799.02			0.00
Body Armor Replacement	066-1020-718-001-08	2012	4,334.34		4,200.00	4,200.00
Body Armor Replacement	066-1020-718-001-08	2013	4,440.46	4,440.46		0.00
Alcohol Education & Rehabilitation Fund	N/A	2010	23,225.79			20,747.29
Total Department of Community Affairs			1,179,477.58	101,859.46	392,619.00	1,165,678.24
<u>New Jersey Department of Environmental Protection</u>						
Clean Communities Program	042-4900-765-004-09	2012	52,625.92		9,621.32	33,066.13
Clean Communities Program	042-4900-765-004-09	2013	30,643.30	30,643.30		0.00
Solid Waste Recycling Tonnage	042-4900-752-001-09	2009	22,345.83			22,345.83
Recycling Tonage Grant	042-4900-752-001	2012	33,251.75		5,600.00	21,025.00
Recycling Tonage Grant	042-4900-752-001	2013	17,047.56	17,047.56	4,147.10	4,147.10
Storm Water Management	N/A	2005	10,583.00		750.00	6,460.00
Municipal Waterways Reclamation	N/A	2000-2005			350.80	350.80
Infrastructure Loan	S340960-01	2000	1,078,150.00		134,816.51	1,078,150.00
Total New Jersey Department of Environmental Protection			1,244,647.36	47,690.86	155,285.73	1,165,544.86
<u>New Jersey Historic Trust</u>						
2009 Historic Preservation Grant	N/A	2009	118,540.00			106,164.10
Total 2009 Historic Preservation Grant			118,540.00	0.00	0.00	106,164.10

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE
FOR THE YEAR ENDING DECEMBER 31, 2013

State of New Jersey Department / Program Title	Grant Number/State Loan Number	Grant Period	Grant Award	2013 Grant Receipts	2013 Expenditures	Cummulative Expenditures/ Cancellations
<u>New Jersey NJLM</u>						
Sustainable Jersey Small Grants	N/A	2011	1,000.00			1,000.00
Total New Jersey NJLM			1,000.00	0.00	0.00	1,000.00
<u>New Jersey Department of Human Services</u>						
Youth Services Commission	N/A	2011	6,000.00		2,125.29	6,000.00
Youth Services Commission	N/A	2012	5,000.00		5,000.00	5,000.00
Youth Services Commission	N/A	2013	5,000.00	5,000.00	456.12	456.12
Total New Jersey Department of Human Services			5,000.00	5,000.00	7,581.41	456.12
<u>Department of Transportation:</u>						
Livable Communities	022-8030-100-655	2006	100,000.00			97,392.41
NJ Signage Program	N/A	2009	5,285.00		4,550.00	4,550.00
Improvements to Crab Brooke Drainage	078-6320-480	2006	5,000.00			0.00
Improvements to Somerset Street	078-6320-480	2007	250,000.00		1,297.52	250,000.00
Improvements to Malcolm & Manning St	078-6320-480	2011	275,000.00	130,942.50		275,000.00
Improvements to Grove Street Sidewalk	078-6320-480	2012	56,700.00		7,536.25	7,536.25
Improvements to Harrison/Belmont Ave	078-6320-480	2012	200,000.00	50,000.00	51,809.98	200,000.00
Total Department of Transportation			891,985.00	180,942.50	65,193.75	834,478.66
Grand Total			\$ 3,541,591.94	\$ 349,574.44	\$ 655,838.93	\$ 3,356,443.82

Footnotes:

NOTE: See accompanying Notes to Schedules of Expenditures of Federal Awards and State Financial Assistance.

N/A - Not Available or Not Applicable

BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET, NEW JERSEY

NOTES TO SCHEDULES OF EXPENDITURES OF
FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
DECEMBER 31, 2013

NOTE 1: GENERAL

The accompanying schedules of expenditures of federal and state financial assistance present the activity of all federal and state financial assistance programs of the Borough of North Plainfield. The Borough is defined in Note 1 to the Borough's financial statements. All federal and state financial assistance received directly from federal and state agencies, as well as federal and state financial assistance passed through other government agencies is included on the schedules of expenditures of federal awards and state financial assistance.

NOTE 2: BASIS OF ACCOUNTING

The accompanying schedules of financial award are presented using the basis of accounting as described in Note 2 to the Borough's financial statements (Budgetary basis).

NOTE 3: RELATIONSHIP TO GENERAL FINANCIAL STATEMENTS

Pursuant to the revised DHS A-133 Compliance Supplement issued in March, 2014, The inclusion of DHS Stafford Act costs related to Hurricane Sandy on the Schedule of Expenditures of Federal Awards ("SEFA") is based upon the approval of project award worksheets and the obligation of FEMA funds to the recipient. The amounts reported as expenditures on the SEFA for the DHS-Disaster Grants-Public Assistance-Hurricane Sandy include all eligible costs incurred from the date of the event (October 29, 2012) through December 31, 2013. Accordingly, the amount reported in the accompanying SEFA for this program does not agree with amounts reported in the Borough's financial statements for the period under audit. A reconciliation is as follows:

<u>Amounts Recorded in Borough Financial Statements:</u>	
2012 Federal Expenditures (90% of costs)	\$922,350.44
2013 Federal Expenditures (90% of costs)	<u>249,776.77</u>
2013 SEFA Expended	<u>\$1,172,127.21</u>

NOTE 4: RELATIONSHIP TO FEDERAL AND STATE FINANCIAL REPORTS

Unless specifically noted, the amounts reported in the accompanying schedules agree with the amounts reported in the related federal and state financial reports, where required.

BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET, NEW JERSEY

NOTES TO SCHEDULES OF EXPENDITURES OF
FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE
DECEMBER 31, 2013

NOTE 5. DISASTER GRANTS – PUBLIC ASSISTANCE – HURRICANE SANDY

Amounts reported as eligible reimbursable expenditures for Hurricane Sandy related costs are subject to additional audits by the DHS Office of the Inspector General and State auditors. Furthermore, amounts deemed eligible for reimbursement based upon these audits will be reduced by any insurance recoveries received by the Borough. The amounts, if any of potential insurance recoveries has not been determined.

BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET, NEW JERSEY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2013

Section 1 – Summary of Auditor’s Results

Financial Statements

Type of auditor’s report issued: Unmodified/ (OCBOA)

Internal Control over financial reporting:

1) Material weakness(es) identified? _____ Yes X No

2) Significant Deficiencies identified that are not considered to be material weaknesses? _____ Yes X No

Noncompliance material to financial statements noted _____ Yes X No

Federal Awards

Internal Control over major programs:

1) Material weakness (es) identified? _____ Yes X No

2) Significant Deficiencies identified that are not considered to be material weaknesses? _____ Yes X No

Type of auditor’s report issued on compliance for major programs: Unqualified

Any audit findings disclosed that are required to be reported in accordance with section 510(a) of Circular A-133? _____ Yes X No

Identification of major programs:

CFDA Number(s)

Name of Federal Program or Cluster

97.036

FEMA - Disaster Grants – Public Assistance – Hurricane Sandy

Dollar threshold used to distinguish between type A and type B programs: \$300,000

Auditee qualified as low-risk auditee? X Yes _____ No

BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET, NEW JERSEY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2013
(continued)

Section 1 – Summary of Auditor’s Results (Cont’d)

State Awards

Dollar threshold used to distinguish between type A and type B programs: \$300,000

Auditee qualified as low-risk auditee? Yes No

Type of auditor’s report issued on compliance for major programs:

Internal Control over financial reporting:

1) Material weakness (es) identified? Yes No

2) Significant Deficiencies identified that are not considered to be material weaknesses? Yes No

Any audit findings disclosed that are required to be reported in accordance with NJ OMB Circular Letter 04-04? Yes No

Identification of major programs:

<u>GMIS Number(s)</u>	<u>Name of State Program</u>
<u>066-1020-100-232-07</u>	<u>Safe & Secure Communities Act</u>
_____	_____
_____	_____
_____	_____

BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET, NEW JERSEY
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2013
(continued)

Section II – Financial Statement Findings

Significant Deficiency(s)

Current Fiscal Year - None

Non-Compliance:

Current Fiscal Year – None

Section III – Federal Awards and State Financial Assistance Findings and Questioned Costs

Significant Deficiency(s)

Current Fiscal Year - None

Non-Compliance:

Current Fiscal Year – None

BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET, NEW JERSEY
SUMMARY SCHEDULE OF PRIOR FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2013

Section 1 – Summary of Prior Year Federal Findings

SUMMARY OF PRIOR YEAR FINDINGS

Auditor
Reference
Number

NOT APPLICABLE

Section i1 – Summary of Prior Year State Findings

SUMMARY OF PRIOR YEAR FINDINGS

Auditor
Reference
Number

NONE

**BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY**



PART III
FUND FINANCIAL STATEMENTS

Current Fund

SCHEDULE OF CURRENT FUND CASH AND INVESTMENTS -
COLLECTOR - TREASURER

Exhibit - A-4

	<u>REF.</u>	<u>CURRENT FUND</u>	<u>STATE AND FEDERAL GRANT FUND</u>
Balance - December 31, 2012	A	\$ 4,238,498.50	\$ 24,507.23
Increased by Receipts:			
Refunds of Prior Year Expenditures	A-1	24,812.33	
Petty Cash Returned	A-6	400.00	
Taxes Receivable	A-7	51,509,132.71	
Revenue Accounts Receivable	A-10	4,140,787.66	
Interfund Accounts Returned	A-11, A-25	416,063.01	299,355.00
Various Reserves	A-13	268,613.67	
Tax Overpayments	A-16	55,476.28	
Prepaid Taxes	A-17	212,997.46	
State of NJ Sr. Citizen's & Vet. Deductions	A-18	88,611.65	
Various Other Payables	A-19	1,245,549.39	
Special Emergency Note	A-20	960,000.00	
State and Federal Grants Receivable	A-24		490,275.82
State and Federal Grants Unappropriated	A-27		32,359.59
		<u>58,922,444.16</u>	<u>821,990.41</u>
Balance Carried Forward		63,160,942.66	846,497.64

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SCHEDULE OF CURRENT FUND CASH AND INVESTMENTS -
COLLECTOR - TREASURER

Exhibit - A-4

	<u>REF.</u>	<u>CURRENT FUND</u>	<u>STATE AND FEDERAL GRANT FUND</u>
Balance Brought Forward		\$63,160,942.66	\$ 846,497.64
Decreased by Disbursements:			
Prior Years Revenue Refunds	A-1		
Prior Years State Tax Appeal Refunds	A-1		
Budget Appropriations	A-3	19,054,208.91	
Petty Cash Advanced	A-6	400.00	
Interfund Accounts Advanced	A-11, A-25	715,005.34	50,000.00
Various Reserves	A-13	11,729.49	
Appropriation Reserves	A-14	878,197.57	
Accounts Payable	A-15	17,843.82	
Tax Overpayments	A-16	44,602.48	
Various Other Payables	A-19	1,261,629.87	
Special Emergency Note	A-20	2,000,000.00	
County Taxes	A-22	5,896,327.88	
Local District School Tax	A-23	28,893,122.00	
State and Federal Grants Appropriated	A-26		<u>770,959.01</u>
		<u>58,773,067.36</u>	<u>820,959.01</u>
Balance - December 31, 2012	A	<u>\$ 4,387,875.30</u>	<u>\$ 25,538.63</u>

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SCHEDULE OF CHANGE FUNDS
CURRENT FUND

<u>DEPARTMENT</u>	<u>BALANCE</u> <u>DEC. 31, 2012</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>
Tax Collector	\$ 150.00	\$ 150.00
Clerk	50.00	50.00
Municipal Court	300.00	300.00
Health Officer	50.00	50.00
Public Works Department	50.00	50.00
Police Department	50.00	50.00
Construction Office	50.00	50.00
	<u>\$ 700.00</u>	<u>\$ 700.00</u>
<u>Ref.</u>	A	A

SCHEDULE OF PETTY CASH FUNDS
CURRENT FUND

Increased by:		
Petty Cash Advanced	A-4	\$ 400.00
Decreased by:		
Petty Cash Returned	A-4	<u>\$ 400.00</u>

SCHEDULE OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY
CURRENT FUND

Exhibit - A-7

YEAR	BALANCE	TAX LEVY	COLLECTIONS BY CASH		STATE SHARE	TRANSFER	REMITTED	BALANCE
	DEC. 31,2012	2013	2012	2013	OF SR. CIT & VET. DEDUCTIONS	TO TAX TITLE LIENS	OR CANCELLED	DEC. 31,2013
2009	\$ 394.23	\$	\$	\$ 394.23	\$	\$	\$	\$ -
2010	610.06			610.06				-
2011	745.52			745.52				-
2012	897,158.64			770,043.71		1,113.39	121,292.77	4,708.77
	<u>898,908.45</u>	-	-	771,793.52	-	1,113.39	121,292.77	4,708.77
2013		<u>52,417,476.41</u>	<u>336,237.78</u>	<u>50,737,339.19</u>	<u>92,500.00</u>	<u>1,702.97</u>	<u>316,937.72</u>	<u>932,758.75</u>
Total	<u>898,908.45</u>	<u>52,417,476.41</u>	<u>336,237.78</u>	<u>51,509,132.71</u>	<u>92,500.00</u>	<u>2,816.36</u>	<u>438,230.49</u>	<u>937,467.52</u>
	<u>Ref.</u>	A Reserve	A-2, A-17	A-2, A-4	A-1, A-2, A-18	A-8	Reserve	A

Analysis of 2012 Property Tax Levy:

Ref.

Tax Yield:

- General Purpose	\$ 52,397,048.88
- Added Taxes (54:4-63.1 et seq.)	<u>20,427.53</u>
	<u>\$ 52,417,476.41</u>

Tax Levy:

Local District School Tax (Abstract)	A-2, A-23	\$ 28,893,122.00	
County Tax (Abstract)	A-2, A-22	4,753,484.47	
County Library Tax (Abstract)	A-2, A-22	674,055.10	
County Open Space Tax (Abstract)	A-2, A-22	466,482.31	
Added County Tax	A-2, A-22	<u>2,306.00</u>	
			34,789,449.88
Local Tax for Mun. Purposes (Abstract)	A-2	17,609,905.00	
Add: Additional Tax Levied		<u>18,121.53</u>	
			<u>17,628,026.53</u>
			<u>\$ 52,417,476.41</u>

SCHEDULE OF TAX TITLE LIENS
CURRENT FUND

	<u>REF.</u>	
Balance - December 31, 2012	A	\$ 12,894.62
Increased by:		
Transfers from Taxes Receivable	A-7	2,816.36
Interest & Costs on Tax Sale	Reserve	681.08
		<u>3,497.44</u>
Balance - December 31, 2013	A	<u>\$ 16,392.06</u>

SCHEDULE OF PROPERTY ACQUIRED FOR TAXES
(AT ASSESSED VALUATION)
CURRENT FUND

	<u>REF.</u>	
Balance - December 31, 2012	A	\$ 827,500.00
Balance - December 31, 2013	A	<u>\$ 827,500.00</u>

SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE - CURRENT FUND

	<u>REF.</u>	<u>BALANCE</u> <u>DEC. 31, 2012</u>	<u>ACCRUED</u> <u>IN 2013</u>	<u>COLLECTED</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>
Licenses:					
Alcoholic Beverages	A-2	\$ -	\$ 25,199.40	\$ 25,199.40	\$ -
Other	A-2	-	44,056.40	44,056.40	-
Fees and Permits	A-2	-	193,240.37	193,240.37	-
Municipal Court - Fines and Costs	A-2	42,295.85	446,116.27	458,282.78	30,129.34
Interest and Costs on Taxes	A-2	-	307,811.93	307,811.93	-
Interest on Investments and Deposits	A-2	-	37,275.70	37,275.70	-
Uniform Construction Code	A-2	-	413,248.99	413,248.99	-
Cable Television Franchise Fees	A-2	-	183,769.77	183,769.77	-
Parking Meters	A-2	-	113,797.84	113,797.84	-
FEMA Sandy Aid	A-2	-	240,000.00	240,000.00	-
EMS Fees	A-2	-	214,846.78	214,846.78	-
State and Federal Grants and Aid:				-	
Consolidated Municipal Property Tax Relief Aid	A-2	-	208,103.00	208,103.00	-
Energy Receipts Tax	A-2	-	1,330,510.00	1,330,510.00	-
Uniform Fire Safety Act	A-2	-	40,769.92	40,769.92	-
Total Anticipated Miscellaneous Revenues		<u>42,295.85</u>	<u>3,798,746.37</u>	<u>3,810,912.88</u>	<u>30,129.34</u>
Miscellaneous Revenues Not Anticipated	A-2		<u>329,874.78</u>	<u>329,874.78</u>	<u>-</u>
		<u>\$ 42,295.85</u>	<u>\$ 4,128,621.15</u>	<u>\$ 4,140,787.66</u>	<u>\$ 30,129.34</u>
	<u>REF.</u>	A	Reserve	A-4	A

SCHEDULE OF INTERFUND ACCOUNTS RECEIVABLE/(PAYABLE)
CURRENT FUND

		<u>BALANCE</u> <u>DEC. 31, 2012</u>	<u>INCREASE</u>	<u>DECREASE</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>
Due Federal and State Grant Fund			\$ 771,569.97	\$ 771,569.97	
Due Other Trust Fund		-	415,650.36	415,650.36	
Due Assessment Trust Fund		412.65		412.65	
		<u>\$ 412.65</u>	<u>\$ 1,187,220.33</u>	<u>\$ 1,187,632.98</u>	<u>\$ -</u>
	<u>Ref.</u>				
Receivables	A	<u>\$ 412.65</u>			<u>\$ -</u>
Cash Receipts	A-4			\$ 415,650.36	
Cash Disbursements	A-4		\$ 715,005.34		
Budget Revenues	A-2		472,214.99		
Charges to 2013 Budget	A-3			<u>771,569.97</u>	
			<u>\$ 1,187,220.33</u>	<u>\$ 1,187,220.33</u>	

SCHEDULE OF DEFERRED CHARGES
CURRENT FUND

	<u>BALANCE</u> <u>DEC. 31, 2012</u>	<u>INCREASES</u>	<u>DECREASE</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>
Hurricane Sandy Revaluation Project Master Plan	\$ 2,000,000.00	\$ -	\$ 1,040,000.00	\$ 960,000.00
	<u>60,000.00</u>		<u>15,000.00</u>	<u>45,000.00</u>
	<u>\$ 2,060,000.00</u>	<u>\$ -</u>	<u>\$ 1,055,000.00</u>	<u>\$ 1,005,000.00</u>
	Ref. A			A
Raised in 2013 Budget Cancelled	A-3 A-14		\$ 255,000.00 <u>800,000.00</u>	
			<u>\$ 1,055,000.00</u>	

SCHEDULE OF VARIOUS RESERVES
CURRENT FUND

	<u>BALANCE</u> <u>DEC. 31, 2012</u>	<u>INCREASES</u>	<u>DECREASES</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>
<u>SPENDING RESERVES</u>				
Maintenance of Free Public Library with State Aid	\$ 12,360.94	\$ 18,501.35	\$ -	\$ 30,862.29
Hurricane Sandy Costs	-	72,162.02		72,162.02
Master Plan	<u>36,133.80</u>		<u>11,729.49</u>	<u>24,404.31</u>
Total Spending Reserves	<u>48,494.74</u>	<u>90,663.37</u>	<u>11,729.49</u>	<u>127,428.62</u>
<u>REVENUE RESERVES</u>				
Hurricane Sandy-FEMA		<u>250,112.32</u>		<u>250,112.32</u>
Total Revenue Reserves	<u>-</u>	<u>250,112.32</u>	<u>-</u>	<u>250,112.32</u>
	<u>\$ 48,494.74</u>	<u>\$ 340,775.69</u>	<u>\$ 11,729.49</u>	<u>\$ 377,540.94</u>
	REF. A			A
Cash Received	A-4	\$ 268,613.67		
Cash Disbursed	A-4		11,729.49	
Appropriation Reserves	A-14	<u>72,162.02</u>		
		<u>\$ 340,775.69</u>	<u>\$ 11,729.49</u>	

SCHEDULE OF 2012 APPROPRIATION RESERVES

Exhibit - A- 14

<u>OPERATIONS WITHIN "CAPS"</u>	<u>BALANCE - DEC. 31, 2012</u>		<u>AMOUNT AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>SPECIAL EMERGENCY APPROP. CANCELLED</u>	<u>BALANCE LAPSED</u>
	<u>RESERVED</u>	<u>ENCUMBERED</u>				
Department of Administration						
Salaries and Wages	\$ 1,342.41	\$	\$ 1,342.41	\$		\$ 1,342.41
Other Expenses	563.71	3,332.91	3,896.62	2,248.74		1,647.88
Borough Council						
Other Expenses	627.68	1,272.00	1,899.68	280.00		1,619.68
Borough Clerk						
Salaries and Wages	1,983.33		1,983.33			1,983.33
Other Expenses	9,945.48	318.00	10,263.48	9,595.58		667.90
Department of Finance						
Salaries and Wages	301.22		301.22			301.22
Other Expenses	2,480.31	1,634.45	4,114.76	3,956.75		158.01
Annual Audit		26,300.00	26,300.00	26,300.00		-
Division of Taxation						
Other Expenses	35.48		35.48	(16.69)		52.17
Division of Assessments						
Salaries and Wages	2,015.62		2,015.62			2,015.62
Other Expenses	1,026.61		1,026.61	1,003.47		23.14
Department of Law						
Other Expenses	73.00	20,002.00	20,075.00	20,072.67		2.33
Engineering Services						
Other Expenses	1,800.00	7,825.00	9,625.00	1,600.00		8,025.00
Historical Commission						
Salaries and Wages	2,257.50		2,257.50			2,257.50
Other Expenses	2,000.00		2,000.00			2,000.00
Planning Board						
Salaries and Wages	780.00		780.00			780.00
Other Expenses	2,761.05	372.29	3,133.34	454.29		2,679.05
Board of Adjustment						
Salaries and Wages	600.00		600.00			600.00
Other Expenses	5,091.99	111.89	5,203.88	1,536.89		3,666.99
State Uniform construction Code (N.J.S.A. 52:27D-120 et seq.)						
Salaries and Wages	14,973.30		14,973.30			14,973.30
Other Expenses	1,411.92		1,411.92	99.00		1,312.92
Insurance						
Group Insurance for Employees		244,414.26	244,414.26	244,414.26		-
Liability Insurance	23,202.00		23,202.00			23,202.00
Police						
Salaries and Wages	20,226.18		20,226.18	4,955.24		15,270.94
Other Expenses	21,613.66	26,081.65	47,695.31	34,950.36	4,955.24	7,789.71
School Crossing Guards						
Salaries and Wages	13,285.53		13,285.53			13,285.53
Parking Authority Admin. Services	1,075.46		1,075.46			1,075.46
Fire Protection						
Salaries and Wages	28,380.41		28,380.41	-	5,540.56	22,839.85
Other Expenses	24,557.66	8,021.44	32,579.10	32,273.74		305.36
Fire Hydrant Service	682.86		682.86			682.86
Office of Emergency Management						
Salaries and Wages	2,398.00		2,398.00	2,000.00		398.00
Other Expenses	5,274.64	276.35	5,550.99	456.32		5,094.67
Rescue Squad						
Contribution	10,000.00		10,000.00			10,000.00
Uniform Fire Code Safety Act (P.L. 1983 C. 383, 1984 CD)						
Salaries and Wages	461.75		461.75			461.75
Other Expenses		2,729.62	2,729.62	2,729.62		-
Emergency Medical Services						
Other Expenses	1,133.28	2,200.00	3,333.28	1,867.96		1,465.32
Borough Prosecutor						
Salaries and Wages	4,308.13		4,308.13			4,308.13

SCHEDULE OF 2012 APPROPRIATION RESERVES

Exhibit - A- 14

	<u>BALANCE - DEC. 31, 2012</u>		<u>AMOUNT</u>	<u>PAID OR</u>	<u>SPECIAL</u>	<u>BALANCE</u>
	<u>RESERVED</u>	<u>ENCUMBERED</u>	<u>AFTER</u>	<u>CHARGED</u>	<u>EMERGENCY</u>	<u>LAPSED</u>
			<u>MODIFICATION</u>		<u>APPROP.</u>	
					<u>CANCELLED</u>	
<u>OPERATIONS WITHIN "CAPS" (CONT'D.)</u>						
Streets and Roads						
Salaries and Wages	38,695.65		38,695.65		28,130.27	\$ 10,565.38
Other Expenses	1,068,601.37	101,705.82	1,170,307.19	388,251.74	761,373.93	20,681.52
Buildings and Grounds						
Other Expenses	21.69	2,434.94	2,456.63	185.87		2,270.76
Vehicle Maintenance						
Other Expenses	465.65	6,916.44	7,382.09	6,482.27		899.82
Office of Health, Housing & Property						
Salaries and Wages	4,190.00		4,190.00			4,190.00
Other Expenses		4,339.15	4,339.15	3,813.15		526.00
Dog Regulation						
Other Expenses	400.00		400.00			400.00
Office of Recreation						
Salaries and Wages	1,999.51		1,999.51	227.94		1,771.57
Other Expenses	10,680.63	111.65	10,792.28	3,743.72		7,048.56
Maintenance of Parks						
Other Expenses	1,965.00		1,965.00			1,965.00
Municipal Court						
Salaries and Wages	3,311.27		3,311.27			3,311.27
Other Expenses	1.92	148.00	149.92	148.00		1.92
Public Defender						
Other Expenses		250.00	250.00	250.00		-
Postage	106.57		106.57			106.57
Gasoline		18,709.79	18,709.79	9,571.84		9,137.95
Water	925.85		925.85	852.41		73.44
Telephone	49.28	9,775.43	9,824.71	4,828.92		4,995.79
Retirement Benefits	133,319.73		133,319.73	133,319.73		-
Contribution to:						
Social Security System (O.A.S.I.)	6,527.54		6,527.54			6,527.54
Total Reserves Within "CAPS"	<u>1,479,931.83</u>	<u>489,283.08</u>	<u>1,969,214.91</u>	<u>942,453.79</u>	<u>800,000.00</u>	<u>226,761.12</u>
<u>OPERATIONS EXCLUDED FROM "CAPS"</u>						
Length of Service Awards Program (LOSAP)						
Other Expenses	4,800.00		4,800.00	4,800.00		-
"COAH" Housing Rehabilitation						
Other Expenses	5,000.00		5,000.00			5,000.00
Engineering Expenses						
Other Expenses	498.45	175.00	673.45			673.45
Interlocal Municipal Service Agreements						
Somerset County - Recycling	482.58	46,805.63	47,288.21			47,288.21
Matching Funds Grant	5,000.00		5,000.00			5,000.00
<u>CAPITAL IMPROVEMENTS - EXCLUDED FROM "CAPS"</u>						
Purchase of Capital Equipment	<u>4,500.00</u>	<u>5,070.80</u>	<u>9,570.80</u>	<u>5,070.80</u>		<u>4,500.00</u>
Total Reserves Excluded from "CAPS"	<u>20,281.03</u>	<u>52,051.43</u>	<u>72,332.46</u>	<u>9,870.80</u>	<u>-</u>	<u>62,461.66</u>
Total General Appropriations	\$ <u>1,500,212.86</u>	\$ <u>541,334.51</u>	\$ <u>2,041,547.37</u>	\$ <u>952,324.59</u>	<u>800,000.00</u>	\$ <u>289,222.78</u>
	<u>REF.</u>	<u>A</u>	<u>A-21</u>	<u>A-4</u>	<u>A-12</u>	<u>A-1</u>
Compensated Absences Trust	A-4			82,853.94		
Reserve for Hurricane Sandy Costs	A-13			72,162.02		
Disbursed	A-4			<u>797,308.63</u>		
				<u>952,324.59</u>		

SCHEDULE OF ACCOUNTS PAYABLE
CURRENT FUND

	<u>REF.</u>	
Balance - December 31, 2012	A	\$ 85,530.43
Increased by:		
Transfer from Various Reserves	A-13	<u>1,965.00</u>
		87,495.43
Decreased by:		
Payments	A-4	17,843.82
Canceled	A-1	<u>56,678.23</u>
		<u>74,522.05</u>
Balance - December 31, 2013	A	<u><u>\$ 12,973.38</u></u>

SCHEDULE OF TAX OVERPAYMENTS -
CURRENT FUND

	<u>REF.</u>	
Balance - December 31, 2012	A	\$ 528,745.45
Increased by:		
Tax Overpayments Collected	A-4	<u>55,476.28</u>
		584,221.73
Decreased by:		
Refunds	A-4	<u>44,602.48</u>
Balance - December 31, 2013	A	<u><u>\$ 539,619.25</u></u>

SCHEDULE OF PREPAID TAXES

	<u>REF.</u>	
Balance - December 31, 2012	A	\$ 336,237.78
Increased by:		
Collections	A-4	<u>212,997.46</u>
		549,235.24
Decreased by:		
Applied to 2013 Taxes Receivable	A-7	<u>336,237.78</u>
Balance - December 31, 2013	A	<u><u>\$ 212,997.46</u></u>

SCHEDULE OF DUE TO OR FROM STATE OF NEW JERSEY
SENIOR CITIZENS' AND VETERANS' DEDUCTIONS
(CHAPTER 129, P.L. 1976)

	<u>REF.</u>	
Balance - December 31, 2012		
Due to State	A	\$ 15,538.88
Increased by:		
Deductions per 2013 Tax Duplicate:		
Senior Citizens	A-7	\$ 25,250.00
Veterans	A-7	84,750.00
Adjustment-Taxation Audit (Net)	A-1	11,650.53
Deductions Allowed by Tax Collector:		
2013 Tax	A-7	<u>750.00</u>
		<u>122,400.53</u>
		106,861.65
Decreased by:		
Collections	A-4	88,611.65
Deductions Disallowed by Tax Collector:		
2013 Tax	A-7	<u>18,250.00</u>
		<u>106,861.65</u>
Balance - December 31, 2013		
Due to State	A	<u><u>\$ -</u></u>

SCHEDULE OF VARIOUS OTHER PAYABLES
CURRENT FUND

	<u>BALANCE</u> <u>DEC. 31, 2012</u>	<u>INCREASES</u>	<u>DECREASES</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>
State of NJ-Variou Fees	\$ -	\$ 29,582.00	\$ 29,582.00	\$ -
Outside Lien Holders	16,080.48	1,215,967.39	1,232,047.87	-
	<u>\$ 16,080.48</u>	<u>\$ 1,245,549.39</u>	<u>\$ 1,261,629.87</u>	<u>\$ -</u>
<u>REF.</u>	A	A-4	A-4	A

SCHEDULE OF NOTES PAYABLE

Exhibit - A-20

<u>NOTE DESCRIPTION</u>	<u>DATE OF ORIGINAL ISSUE</u>	<u>AMOUNT OF ORIGINAL ISSUE</u>	<u>DATE OF ISSUE</u>	<u>DATE OF MATURITY</u>	<u>INTEREST RATE</u>	<u>BALANCE DEC. 31, 2012</u>	<u>DECREASE</u>	<u>BALANCE DEC. 31, 2013</u>
Special Emergency Note-2012 Hurricane Sandy	12/19/12	\$ 2,000,000.00	12/17/13	12/16/14	1.000%	<u>\$ 2,000,000.00</u>	<u>\$ 1,040,000.00</u>	<u>\$ 960,000.00</u>
						<u>\$ 2,000,000.00</u>	<u>\$ 1,040,000.00</u>	<u>\$960,000.00</u>
					<u>Ref.</u>	C		A
					A-4		\$ 240,000.00	
					A-4		<u>800,000.00</u>	
							<u>\$1,040,000.00</u>	

SCHEDULE OF RESERVE FOR ENCUMBRANCES
CURRENT FUND

	<u>REF.</u>	<u>CURRENT FUND</u>	<u>STATE AND FEDERAL GRANT FUND</u>
Balance - December 31, 2012	A	\$ 541,334.51	\$ 20,541.38
Increased by:			
Charges to:			
Grant Appropriation Reserves	A-26		36,607.47
2013 Budget Appropriations	A-3	565,608.81	
Subtotal		1,106,943.32	57,148.85
Decreased by:			
Transferred to Approp. Reserves	A-14	541,334.51	
Transferred to Grant Approp. Reserves	A-26		20,541.38
Balance - December 31, 2013	A	\$ 565,608.81	\$ 36,607.47

SCHEDULE OF COUNTY TAXES PAYABLE
CURRENT FUND

REF.

Increased by:

2013 Levy:

County Tax	A-1, A-2, A-7	\$	4,753,484.47	
County Library Tax	A-1, A-2, A-7		674,055.10	
County Open Space Preservation	A-1, A-2, A-7		466,482.31	
Added Taxes (R.R. 54:4-63.1 et seq.)	A-1, A-2, A-7		2,306.00	

\$5,896,327.88

Decreased by:

Payments

A-4

\$5,896,327.88

SCHEDULE OF LOCAL SCHOOL DISTRICT TAXES
CURRENT FUND

REF.

Increased by:

2013 Levy:

	A-1, A-2, A-7	\$	28,893,122.00	
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Decreased by:

Payments

A-4

\$ 28,893,122.00

SCHEDULE OF STATE AND FEDERAL GRANTS RECEIVABLE
GRANT FUND

Exhibit - A-24

<u>GRANT</u>	<u>BALANCE DEC. 31, 2012</u>	<u>2013 BUDGET REVENUE REALIZED</u>	<u>COLLECTED 2013</u>	<u>TRANS. FROM STATE & FED. GRANTS UNAPPROP.</u>	<u>BALANCE DEC. 31, 2013</u>
Body Armor Fund	\$ -	\$ 4,440.46		4,440.46	\$ -
Clean Communities Program	-	30,643.30	30,643.30		
Community Development Block Grant	-	46,747.43		46,747.43	
Cops Fast Program	-	4,719.47		4,719.47	
Drunk Driving Enforcement Fund	-	7,692.50		7,692.50	
Economic Development Incentive		24,407.96		24,407.96	
FEMA-Firefighter Grant	46,490.00		46,489.05		0.95
Firemans Safer Grant 2011	174,119.35		174,119.35		
Forestry Program	23,163.00				23,163.00
Highway Safety - Click it or Ticket	-	4,000.00		4,000.00	
Historic Preservation	75,070.00				75,070.00
JAG Grant	36,050.00				36,050.00
NJ Division of Highway Safety	-	5,000.00		5,000.00	
NJDOT-Centers of Place	112,500.00				112,500.00
NJDOT-Other	-	212,110.29		212,110.29	
NJDOT-Malcolm & Manning	275,000.00		130,942.50		144,057.50
NJDOT-Grove Street	56,700.00				56,700.00
DOT - Livable Communities Program	75,000.00				75,000.00
New Jersey SHARE Grant-Fireman	7,505.47				7,505.47
Recycling Tonnage	-	17,047.56		17,047.56	
Safe & Secure Communities Program	37,500.00	93,419.00	94,000.00	3,419.00	33,500.00
Somerset County Drug Alliance Program	18,485.20	16,987.00	14,081.62		21,390.58
Somerset County Greenways Partnership	267,400.00				267,400.00
Somerset County Historic Preservation Trust - Vermuele Mansion - 2003	36,600.00				36,600.00
Somerset County Planning Partnership	4,050.00				4,050.00
Youth Services Commission		5,000.00		5,000.00	
	<u>\$ 1,245,633.02</u>	<u>\$ 472,214.97</u>	<u>\$ 490,275.82</u>	<u>\$ 334,584.67</u>	<u>\$ 892,987.50</u>

<u>Ref.</u>	A	A-25	A-4	A-27	A
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Adopted Budget
NJSA 40A:4-87

\$ 424,584.67
<u>47,630.30</u>
<u><u>472,214.97</u></u>

SCHEDULE OF INTERFUND ACCOUNTS RECEIVABLE/PAYABLE
GRANT FUND

	BALANCE DEC. 31, 2012	INCREASE	DECREASE	BALANCE DEC. 31, 2013
Due to Current Fund	\$ -	\$ 771,569.97	\$ 771,569.97	\$ -
Due to General Capital Fund	<u>50,000.00</u>		<u>50,000.00</u>	<u>-</u>
	<u>\$ 50,000.00</u>	<u>\$ 771,569.97</u>	<u>\$ 821,569.97</u>	<u>\$ -</u>
	Ref. A			A
Disbursed	A-4		50,000.00	
Transfers from 2013 Budget	A-26	299,354.98	771,569.97	
2012 Grant Revenues	A-24	<u>472,214.99</u>		
		<u>\$ 771,569.97</u>	<u>\$ 821,569.97</u>	

SCHEDULE OF RESERVE FOR STATE AND FEDERAL GRANTS - APPROPRIATED
GRANT FUND

<u>GRANT/AID PROGRAM</u>	<u>BALANCE DEC. 31, 2012</u>	<u>RESERVE FOR ENCUMB. DEC. 31, 2012</u>	<u>TRANSFERRED FROM 2013 BUDGET</u>	<u>PAID OR CHARGED</u>	<u>RESERVE FOR ENCUMB. DEC. 31, 2013</u>	<u>BALANCE DEC. 31, 2013</u>
Alcohol Education and Rehabilitation Fund	2,478.50					2,478.50
Body Armor Fund	6,880.38	4,200.00	4,440.46	4,200.00		11,320.84
Clean Communities Act	29,181.11		30,643.30	9,621.32	22,808.00	27,395.09
Community Stewardship	23,000.00					23,000.00
Community Development Block Grant Program:	17,283.79		46,747.43			64,031.22
Click it Ticket it			4,000.00	4,000.00		-
Dept. of Justice - Police Grant			4,719.47			4,719.47
Drunk Driving Enforcement Fund			7,692.50	7,692.50		-
Division of Highway Safety			5,000.00			5,000.00
Fire Fighters Grant-2007	30,881.44					30,881.44
FEMA Fire Fighters Grant	4.65					4.65
Fireman's Safer Grant	302,635.96			238,494.09		64,141.87
Forestry Grant	25,000.00					25,000.00
JAG Grant	6,330.53					6,330.53
Local Law Enforcement Block Grant	31,516.67					31,516.67
Municipal Court Adjudication Act	24,244.09					24,244.09
Municipal Waterways Reclamation Program	2,498.25			350.80		2,147.45
New Jersey Signage Program	735.00	4,550.00		4,550.00		735.00
NJ SHARE Grant-Schools	6,400.00					6,400.00
NJDEP Recycling Tonnage Grant	13,946.75	3,880.00	17,047.56	9,747.10	12,854.60	12,272.61
NJDOT - Grove Ave	56,700.00			7,536.25		49,163.75
NJDOT - Livable Communities Program	2,607.59					2,607.59
NJDOT - Crab Brooke	5,000.00					5,000.00
NJDOT - Other			212,110.29	51,809.98		160,300.31
NJDOT - Somerset Streetscape	1,297.52			1,297.52		-
Parking Adjudication	6,882.00					6,882.00

SCHEDULE OF RESERVE FOR STATE AND FEDERAL GRANTS - APPROPRIATED
GRANT FUND

<u>GRANT/AID PROGRAM</u>	<u>BALANCE DEC. 31, 2012</u>	<u>RESERVE FOR ENCUMB. DEC. 31, 2012</u>	<u>TRANSFERRED FROM 2013 BUDGET</u>	<u>PAID OR CHARGED</u>	<u>RESERVE FOR ENCUMB. DEC. 31, 2013</u>	<u>BALANCE DEC. 31, 2013</u>
Safe & Secure Communities	\$	\$	\$ 388,419.00	\$ 388,419.00	\$	\$ -
Smart Future Downtown Redevelopment	12,800.00					12,800.00
Somerset County Drug Alliance Program	21,695.29	3,611.38	21,342.00	34,909.04		11,739.63
Somerset County EDIP			24,407.96			24,407.96
Somerset County Greenways Partnership	191,687.77					191,687.77
Somerset County Historic Preservation	12,375.90					12,375.90
Somerset County Planning Partnership	7,800.00					7,800.00
Somerset Cty. Youth Athletic & Recreation Facility Grants	4,105.00					4,105.00
State Treasury-Mun. Bldg. Improv.	944.87				944.87	-
Stormwater Management	7,627.00	4,300.00		750.00		11,177.00
Youth Services Commission	7,125.29		5,000.00	7,581.41		4,543.88
	<u>\$ 861,665.35</u>	<u>\$ 20,541.38</u>	<u>\$ 771,569.97</u>	<u>\$ 770,959.01</u>	<u>36,607.47</u>	<u>\$ 846,210.22</u>

<u>Ref.</u>	A	A-21	A-25	A-4	A-21	A
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Adopted budget
NJSA 40A:4-87

	\$	723,939.67
		<u>47,630.30</u>
	\$	<u>771,569.97</u>

SCHEDULE OF RESERVE FOR STATE AND FEDERAL GRANTS
UNAPPROPRIATED
GRANT FUND

Exhibit - A-27

<u>GRANTS</u>	<u>BALANCE</u> <u>DEC. 31,2012</u>	<u>COLLECTED</u> <u>2013</u>	<u>APPROPRIATED</u> <u>2013</u>	<u>BALANCE</u> <u>DEC. 31,2013</u>
NJ Dept of Transportation	\$ 212,110.29	\$	212,110.29	\$ -
Division of Highway Safety	5,000.00		5,000.00	-
Body Armor Fund	4,440.46	5,637.43	4,440.46	5,637.43
Clean Communities Act	-	0.09		0.09
Recycling Tonnage Grant	17,047.56	14,849.81	17,047.56	14,849.81
Drunk Driving Enforcement Fund	7,692.50	7,872.26	7,692.50	7,872.26
Justice Police Cops Fast	4,719.47		4,719.47	-
Community Development Block Grant	46,747.43		46,747.43	-
Click It Or Ticket	4,000.00	4,000.00	4,000.00	4,000.00
Youth Services Commission	5,000.00		5,000.00	-
NJ Sinage Grant	1,000.00			1,000.00
Economic Development Incentive Program	24,407.96		24,407.96	-
Safe & Secure	3,419.00		3,419.00	-
Unidentified	<u>2,348.85</u>			<u>2,348.85</u>
	<u>\$ 337,933.52</u>	<u>\$ 32,359.59</u>	<u>\$ 334,584.67</u>	<u>\$ 35,708.44</u>
<u>Ref.</u>	A	A-4	A-24	A

Trust Fund

ANALYSIS OF ASSESSMENT CASH
ASSESSMENT FUND

Exhibit - B-2

	BALANCE	<u>Receipts</u>	<u>Disbursements</u>	TRANSFERS		BALANCE
	<u>DEC. 31,2012</u>			<u>To</u>	<u>From</u>	<u>DEC. 31,2013</u>
Fund Balance	\$99,457.95	\$2,039.84		\$5,746.25		107,244.04
Assessment Receivable	(25,051.62)	5,746.25				(19,305.37)
Prospective Assessments Funded	(68,203.44)					(68,203.44)
Reserve for Assessments	93,255.06				5,746.25	87,508.81
Due to Current Fund	412.65		412.65			-
	<u>\$99,870.60</u>	<u>\$7,786.09</u>	<u>\$412.65</u>	<u>\$5,746.25</u>	<u>\$5,746.25</u>	<u>\$107,244.04</u>
<u>Ref.</u>	B					B

SCHEDULE OF ASSESSMENTS RECEIVABLE
TRUST FUND

Exhibit - B-3

ORD. NO.	<u>IMPROVEMENT DESCRIPTION</u>	<u>BALANCE</u> <u>DEC. 31,2012</u>	<u>RECEIPTS</u>	<u>BALANCE</u> <u>DEC. 31,2013</u>
91-08	Construction of Curbs - Brook to North Jackson Avenue	\$17,686.93	\$4,077.02	\$13,609.91
93-09	Granite Block Curbing - Farragut Place	2,341.62	795.68	\$1,545.94
93-10	Granite Block Curbing - Brook Avenue	<u>5,023.07</u>	<u>873.55</u>	<u>\$4,149.52</u>
		<u>\$25,051.62</u>	<u>\$5,746.25</u>	<u>\$19,305.37</u>
	<u>Ref.</u>	B	B-1	B

SCHEDULE OF PROSPECTIVE ASSESSMENTS FUNDED
TRUST FUND

Exhibit - B-4

ORD. NO.	IMPROVEMENT DESCRIPTION	BALANCE DEC. 31,2012	BALANCE DEC. 31,2013	BALANCE PLEDGED TO	
				ASSESSMENT BONDS	RESERVE
757	Improvement of Various Streets	\$ 25,000.00	\$ 25,000.00		\$ 25,000.00
83-15	Construction of Concrete Curbs	17,000.00	17,000.00		17,000.00
84-17	Reconstruction of Interhaven Avenue	15,000.00	15,000.00		15,000.00
91-08	Construction of Curbs - Brook to North Jackson Avenue	2,749.79	2,749.79		2,749.79
93-10	Granite Block Curbing - Brook Avenue	6,373.65	6,373.65		6,373.65
06-08	Granite Block-Rockview Avenue	<u>2,080.00</u>	<u>2,080.00</u>		<u>2,080.00</u>
		<u>\$ 68,203.44</u>	<u>\$ 68,203.44</u>	<u>\$ -</u>	<u>\$ 68,203.44</u>
	<u>Ref.</u>	B	B		

SCHEDULE OF SPECIAL ACCOUNT BALANCE CALCULATION
ANIMAL CONTROL FUND

Footnote: R.S. 4:19-15.11

" there shall be transferred from such special account to the general funds of the municipality any amount then in such special account which is in excess of the total amount paid into such special account during the last two fiscal years next preceding."

<u>SFY Year</u>	<u>Amount</u>
2011	14,158.28
2012	<u>11,124.00</u>
	<u>\$ 25,282.28</u>
Animal Control Balance - December 31, 2013	<u>\$ 16,602.74</u>

TRUST FUNDS
SCHEDULE OF CASH AND RESERVE ACTIVITY

	Balance December 31, 2012Cash.....			Balance December 31, 2013
		Receipts	Disbursements	Adjustments	
Assessment Trust:					
Due from/to Current Fund Assessments Receivable	\$ 412.65	\$ -	\$ (412.65)		\$ -
Prospective Assessments Funded Reserve for Assessments	(25,051.62)	5,746.25			(19,305.37)
Assessment Fund Balance	(68,203.44)			(5,746.25)	(68,203.44)
	93,255.06			5,746.25	87,508.81
	99,457.95	2,039.84			107,244.04
Total	99,870.60	7,786.09	(412.65)	-	107,244.04
Animal Control:					
Due NJ - State License Fees	-	1,242.60	(1,242.60)		-
Animal Control Reserves	20,563.73	15,084.36	(19,045.35)		16,602.74
Total	20,563.73	16,326.96	(20,287.95)	-	16,602.74
Trust - Other Funds:					
Escrow Funds and Reserves	1,482,600.69	2,503,661.40	1,357,056.81		2,629,205.28
Total	1,482,600.69	2,503,661.40	1,357,056.81	-	2,629,205.28
Total	\$ 1,603,035.02	\$ 2,527,774.45	\$ 1,336,356.21	\$ -	\$ 2,753,052.06

Ref.

B

B

SCHEDULE OF RESERVE FOR ASSESSMENTS AND LIENS
TRUST FUND

ORD. NO.	<u>IMPROVEMENT DESCRIPTION</u>	<u>BALANCE</u> <u>DEC. 31,2012</u>	<u>COLLECTIONS</u>	<u>BALANCE</u> <u>DEC. 31,2013</u>
	<u>Assessment Receivable</u>			
91-08	Construction of Curbs - Brook to North Jackson	\$ 17,686.93	\$ 4,077.02	\$ 13,609.91
93-09	Granite Block Curbing - Farragut Place	2,341.62	795.68	1,545.94
93-10	Granite Block Curbing - Brook Avenue	5,023.07	873.55	4,149.52
	 <u>Prospective Assessments Funded</u>			
757	Improvement - Various Streets	25,000.00		25,000.00
83-15	Construction of Concrete Curbs	17,000.00		17,000.00
84-17	Reconstruction of Interhaven Avenue	15,000.00		15,000.00
91-08	Construction of Curbs - Brook to North Jackson	2,749.79		2,749.79
93-10	Granite Block Curbing - Brook Avenue	6,373.65		6,373.65
06-08	Granite Block Curbing - Rockview Avenue	2,080.00		2,080.00
		<u>\$93,255.06</u>	<u>\$5,746.25</u>	<u>\$87,508.81</u>
<u>REF.</u>		B	B-6	B

SCHEDULE OF ESCROW FUND DEPOSITS AND RESERVES
TRUST - OTHER FUND

	BALANCE DECEMBER 31, 2012	INCREASE	DECREASE	BALANCE DECEMBER 31, 2013
Trust - Other Fund:				
Unemployment Compensation Insurance	\$ 22,826.98	\$ 61,305.46	\$ 21,085.49	\$ 63,046.95
Small Cities Repayment Fund	82,714.99	8,746.98	20,000.00	71,461.97
Federal and County Forfeiture Funds	39,780.51	8,274.11	10,457.10	37,597.52
Special Events Deposits	33,271.96	15,792.19	22,125.16	26,938.99
Performance Bonds and Escrow Deposits	121,509.44	299,970.79	83,133.15	338,347.08
Redemption and Premium Received at Tax Sale	901,420.10	1,434,292.85	627,200.02	1,708,512.93
Accumulated Absences	-	82,853.94		82,853.94
Uniform Fire Safety Act Penalties	4.15			4.15
Parking Offenses Adjudication Act	20,389.60	2,656.00	2,286.80	20,758.80
Public Defender Fees	12,057.60	10,436.05	11,600.00	10,893.65
Municipal Alliance on Alcoholism And Drug Abuse	-			-
3rd Party Contracts-Uniform Construction Code Fire and Subcode	11,969.47	1,035.74		13,005.21
Recreation Activities	40,932.18	148,014.50	128,535.51	60,411.17
Community Development	-			-
Uniform Fire Code Enforcement And Dedicated Penalties (P.L. 1991, Ch. 489)	5,590.90	3,927.00	4,656.22	4,861.68
Police Recovered Funds	20,732.88	686.43	2,360.00	19,059.31
Gifts for Library/Vermuele	5,650.00		4,040.00	1,610.00
Snow Removal	93,281.88			93,281.88
Police Off-Duty	50,850.05	415,650.36	415,650.36	50,850.05
Fire Penalty	19,618.00	10,019.00	3,927.00	25,710.00
Undistributed Cash Receipt	-			-
Total Trust - Other Fund	\$ 1,482,600.69	\$ 2,503,661.40	\$ 1,357,056.81	\$ 2,629,205.28

Ref. B, B-6

B, B-6

General Capital Fund

SCHEDULE OF GENERAL CAPITAL FUND
CASH AND INVESTMENTS-TREASURER

	<u>REF.</u>		
Balance - December 31, 2012	C		\$ 1,965,285.68
Increased by Receipts:			
Premium Received on Sale of			
Bond Anticipation Notes	C-1	\$ 57,329.04	
Interfund Accounts Receipts	C-4	600,000.00	
Bond Anticipation Notes	C-11	<u>11,040,510.00</u>	
			<u>11,697,839.04</u>
			13,663,124.72
Decreased by Disbursements:			
Improvement Authorizations	C-7	1,538,994.50	
Bond Anticipation Notes	C-11	<u>10,240,510.00</u>	
			<u>11,779,504.50</u>
Balance - December 31, 2013	C		<u><u>\$ 1,883,620.22</u></u>

ANALYSIS OF GENERAL CAPITAL CASH AND INVESTMENTS

	<u>BALANCE</u> <u>DEC. 31, 2012</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>
Fund Balance	\$ 110,060.86	\$ 237,081.40
Interfund Receivable/Payable (Net)	(550,000.00)	
Grant Receivable	(50,000.00)	
Excess BAN's	4,733.44	27,180.35
Reserve for Encumbrances	110,937.34	824,322.03
Capital Improvement Fund	51,621.55	62,591.44

ORD.
NO. IMPROVEMENT AUTHORIZATION

	<u>General Improvements</u>	
98-04	Various Improvements:	
	(f) Land Acquisition - Recreational Purposes	\$ 151,154.36
	(g) Green Acres Improvements	9.54
99-12	Various Improvements:	
	a) HVAC & Roof Renovations	26,045.49
	b) Resurfacing of Roadways	(2,000.00)
	c) Acquis. of Fire/Rescue Ambulance	(250.00)
	d) Acquis. of Aerial Truck & Stump Cutter	7,219.89
	e) Acquis. of Diesel Exhaust System	3,958.73
	f) Acquis. of Playground Equip. & Renovations	(470.00)
	g) PD Security System/Trans. Vehicle Renov.	(850.00)
00-08	Various Improvements:	
	i) Acquis. of Public Works Vehicles	15.96
	iii) Replacement of Emerg. Generator	57,755.22
	iv) Improv. at Green Acres Park	16,977.55
	vi) Acquis. of Fire Equip.	(275.00)
02-07	Renovation of Municipal Bldg and Acquis. and Renovation Bldg for Municipal Purposes	2,000.00
03-14	Equip. & Various Capital Improv.	
	i) Police Communications Equipment	(100.00)
	ii) Fire Protective Gear, Apparatus Bay Door and Ambulance	12,776.86
	iii) DPW Equipment	(100.00)
05-17	Equip. & Various Capital Improv.	
	i) Municipal Bldg. Renovations	34,000.00
	ii) Aff. Action Training Fund	19,997.50
06-03	Acquis. Of Senior Citizen Bus (CDBG \$21,300)	3,830.05

ANALYSIS OF GENERAL CAPITAL CASH AND INVESTMENTS

		<u>BALANCE</u> <u>DEC. 31, 2012</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>
	<u>General Improvements (Cont'd.)</u>		
06-12	Various Capital Improvements:		
	iv) Municipal Parking Lot - Lincoln Pl	79,000.00	77,500.00
	vii) Acquis & Install Various Street Signs	18,587.46	-
06-08	Granite Block Curbing - Rockview Avenue	2,000.00	-
07-09	Various Capital Improvements:		
	i) Acquis. Various Police Equipment	6,866.56	215.56
	ii) Acquis Radios for Fire Department	5,831.04	12.69
	iv) Acquis. Of Block 93, Lots 7 & 8 and construction for Parking Lot	150,000.00	150,000.00
07-09	Various Capital Improvements:		
	x) Funding Borough's Coalition on Affordable Housing obligation	15,597.00	2,997.00
07-22	Acquis. & Purchase of Real Property	4,000.00	-
09-05	Equip. & Various Capital Improv.		
	i) Acquis. Public Works Equipment		
	ii) 2009 Road Program	41,558.74	39,249.39
	iii) Mun. Complex/Library/Parking Lot	154,666.12	-
	v) Fire Dept. Trailer/Fire Bay Door	49,071.57	48,724.58
	vi) Stormwater Improvements	840.00	-
	vii) COAH Housing Rehabilitation	15,407.50	15,407.50
12-03	Various Capital Improvements:		
	i) Police Dept Vehilces/Shotguns	(9,150.11)	5,522.35
	ii) Various Office Equipment	12,936.96	36,287.65
	iii) Fire Dept New Pumper and Ambulance	413,850.00	32,815.80
	iv) Bldgs & Grounds - Various	196,872.43	-
	v) Roads & Safety Improvements (NJDOT \$200,000)	773,310.09	77,666.45
	vi) Public Works - Various Equipment	(36,904.02)	14.19
	vii) Stormwater maintenance	36,340.00	50,000.00
	viii) Demolition	(10,785.00)	6,133.80
	ix) COAH Housing Rehab	36,340.00	42,450.00
		<u>\$ 1,965,285.68</u>	<u>\$ 1,883,620.22</u>

Ref.

C

C

() Denotes Deficit or Deduction

SCHEDULE OF INTERFUND ACCOUNTS RECEIVABLE/PAYABLE

		<u>BALANCE</u> <u>DEC. 31, 2012</u>	<u>DECREASE</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>
Due from Grant Fund		\$ 50,000.00	\$ 50,000.00	\$ -
Due from Sewer Capital Fund		<u>500,000.00</u>	<u>500,000.00</u>	<u>-</u>
		<u>\$ 550,000.00</u>	<u>\$ 550,000.00</u>	<u>\$ -</u>
	<u>REF.</u>	C		C
Interfund Receivable	C	<u>500,000.00</u>		<u>-</u>
		<u>500,000.00</u>		<u>-</u>
Cash Receipts	C-2		<u>550,000.00</u>	
			<u>\$ 550,000.00</u>	

() Denotes Payable

SCHEDULE OF DEFERRED CHARGES TO
FUTURE TAXATION - FUNDED

	<u>REF.</u>	
Balance - December 31, 2012	C	\$ 1,595,000.00
Decreased by:		
Serial Bonds Payments	C-10	<u>715,000.00</u>
Balance - December 31, 2013	C	<u>\$ 880,000.00</u>

SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED

ANALYSIS OF BALANCE
DECEMBER 31, 2012

ORD. NO.	IMPROVEMENT DESCRIPTION	BALANCE DEC. 31, 2012	2013 CANCELLED	BOND ANTIC. NOTES PAY DOWN	BALANCE DEC. 31, 2013	ANALYSIS OF BALANCE DECEMBER 31, 2012	
						BOND ANTIC. NOTES	UNEXPEND. IMPROV. AUTHOR.
93-09	Granite Block Curbing - Farragut Place	\$ 29,116.56	\$	\$ 1,900.00	\$ 27,216.56	\$ 27,216.56	\$
96-20	Improvements to Various Roads & Streets	49,132.00		2,750.00	46,382.00	46,382.00	
99-12	Various Improvements:						
	a) HVAC & Roof Renovations	750.00			750.00		750.00
	b) Resurfacing of Roadways	2,000.00			2,000.00		2,000.00
	c) Acquis. of Fire/Rescue Ambulance	250.00			250.00		250.00
	d) Acquis. of Aerial Truck & Stump Cutter	400.00	400.00		-		
	e) Acquis. of Diesel Exhaust System	500.00	500.00		-		
	f) Acquis. of Playground Equip. & Renovations	470.00			470.00		470.00
	g) PD Security System/Trans. Vehicle Renov.	850.00			850.00		850.00
00-08	Various Improvements:						
	iii) Replacement of Emerg. Generator	250.00	250.00		-		
	vi) Acquis. of Fire Equip.	275.00			275.00		275.00
02-07	Renovation of Municipal Bldg. & Acquis. and Renovation Bldg. For Mun. Purposes	2,061,520.00		89,660.00	1,971,860.00	1,971,860.00	
02-08	Various Improvements:						
	a) DPW Vehicles	46,385.00		5,930.00	40,455.00	40,455.00	
	b) Improv. of Various Roads	49,840.00		6,370.00	43,470.00	43,470.00	
	c) Fire Dept. Protective Clothing	5,450.00		700.00	4,750.00	4,750.00	
	d) Computer Equip.	11,750.00		1,500.00	10,250.00	10,250.00	
	e) Heavy-Duty Police Vehicle	4,525.00		575.00	3,950.00	3,950.00	
03-14	Equip. & Various Capital Improv.						
	i) Police Communications Equipment	94,000.00		10,300.00	83,700.00	83,600.00	100.00
	ii) Fire Protective Gear, Apparatus Bay Door and Ambulance	92,740.00	13,226.86	10,060.00	69,453.14	69,453.14	-
	iii) DPW Equipment	23,340.00		2,550.00	20,790.00	20,690.00	100.00
	iv) Overlays of Roadways & Parking Lots	184,120.00		20,140.00	163,980.00	163,980.00	
04-23	Computers & Electronic Equipment	51,250.00		13,500.00	37,750.00	37,750.00	
05-08	Acquis. & Rehab. Of Sr. Center	170,000.00		5,000.00	165,000.00	165,000.00	
05-17	Municipal Bldg. Renovations	1,146,305.00		45,940.00	1,100,365.00	1,100,365.00	
06-03	Acquis. Of Senior Citizen Bus (CDBG \$21,300)	34,300.00	2,830.05	4,300.00	27,169.95	27,169.95	

SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED

ANALYSIS OF BALANCE
DECEMBER 31, 2012

ORD. NO.	IMPROVEMENT DESCRIPTION	BALANCE DEC. 31, 2012	2013 CANCELLED	BOND ANTIC. NOTES PAY DOWN	BALANCE DEC. 31, 2013	ANALYSIS OF BALANCE DECEMBER 31, 2012		
						BOND ANTIC. NOTES	EXPENDED	UNEXPEND. IMPROV. AUTHOR.
06-12	Various Capital Improvements:							
	i) Acquis. Various Police Equipment	\$ 95,544.00		\$ 9,884.00	\$ 85,660.00	\$ 85,660.00	\$	\$
	ii) Acquis Various Flood and Rescue Equipment	48,078.00		4,978.00	43,100.00	43,100.00		
	iii) Acquis & Install Sprinkler and HVAC System in Memorial Library of Borough	83,811.00		8,671.00	75,140.00	75,140.00		
	iv) Municipal Parking Lot - Lincoln Pl	195,820.00		20,270.00	175,550.00	175,550.00		
	v) Acquis & Install Exterior Lighting Vermeule Mansion	8,120.00		840.00	7,280.00	7,280.00		
	vi) Acquis & Install Equipment Green Acres Park	34,290.00		3,550.00	30,740.00	30,740.00		
	vii) Acquis & Install Various Street Signs	16,962.00		1,754.00	15,208.00	15,208.00		
	viii) Overlays of Roadways & Parking Lots (NJDOT Grant \$274,000)	101,708.00		10,528.00	91,180.00	91,180.00		
06-08	Granite Block Curbing - Rockview Avenue	37,420.00	\$ 2,000.00	2,100.00	33,320.00	33,320.00		
07-09	Various Capital Improvements:							
	i) Acquis. Various Police Equipment	84,320.03		4,745.03	79,575.00	79,575.00		
	ii) Acquis Radios for Fire Department	28,932.07		1,626.07	27,306.00	27,306.00		
	iii) Renov. HVAC System, Replace roof & sidewalks Install Sprinkler System at Memorial Library	115,566.19		6,501.19	109,065.00	109,065.00		
	iv) Acquis. Of Block 93, Lots 7 & 8 and construction for Parking Lot	128,403.89		7,223.89	121,180.00	121,180.00		
	v) Acquis various Office Equipment for Various Departments with in Municipal Complex	80,042.56		4,502.56	75,540.00	75,540.00		
	vi) Demolition of Structures at Vermeule Mansion	64,204.44		3,611.44	60,593.00	60,593.00		
	vii) Various Capital Improvements-Green Acres Park	21,405.13		1,199.13	20,206.00	20,206.00		
	viii) Repair Sidewalks, Remove Trees & Overlay Various Roads	395,487.77		22,247.77	373,240.00	373,240.00		
	ix) Replace Pick-up Truck in DPW	27,393.12		1,538.12	25,855.00	25,855.00		
	x) Funding Borough's Coalition on Affordable Housing obligation	170,644.80		9,604.80	161,040.00	161,040.00		
07-22	Acquis. & Purchase of Real Property	55,500.00	4,000.00	750.00	50,750.00	50,750.00		

SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED

ANALYSIS OF BALANCE
DECEMBER 31, 2012

ORD. NO.	IMPROVEMENT DESCRIPTION	BALANCE DEC. 31, 2012	2013 CANCELLED	BOND ANTIC. NOTES PAY DOWN	BALANCE DEC. 31, 2013	ANALYSIS OF BALANCE DECEMBER 31, 2012		UNEXPEND. IMPROV. AUTHOR.
						BOND ANTIC. NOTES	EXPENDED	
09-05	Equip. & Various Capital Improv.							
	i) Acquis. Public Works Equipment	\$ 166,500.00		\$ 8,450.00	\$ 158,050.00	\$ 158,050.00	\$	\$
	ii) 2009 Road Program	1,611,150.00		81,800.00	1,529,350.00	1,529,350.00		
	iii) Mun. Complex/Library/Parking Lot	857,000.00		43,510.00	813,490.00	813,490.00		
	iv) Police Dept. Computer	80,450.00		4,085.00	76,365.00	76,365.00		
	v) Fire Dept. Trailer/Fire Bay Door	48,550.00		2,465.00	46,085.00	46,085.00		
	vi) Stormwater Improvements	71,400.00	840.00	3,625.00	66,935.00	66,935.00		
	vii) COAH Housing Rehabilitation	47,600.00		2,415.00	45,185.00	45,185.00		
12-03	Various Capital Improvements:							
	i) Police Dept Vehilces/Shotguns	74,200.00			74,200.00	74,200.00		
	ii) Various Office Equipment	123,750.00			123,750.00	123,750.00		-
	iii) Fire Dept New Pumper and Ambulance	542,850.00			542,850.00	542,850.00		-
	iv) Bldgs & Grounds - Various	792,000.00			792,000.00	792,000.00		-
	v) Roads & Safety Improvements (NJDOT \$200,000)	989,400.00			989,400.00	989,400.00		-
	vi) Public Works - Various Equipment	142,850.00			142,850.00	142,850.00		-
	vii) Stormwater maintenance	47,500.00			47,500.00	47,500.00		-
	viii) Demolition	47,500.00			47,500.00	47,500.00		-
	ix) COAH Housing Rehab	47,500.00			47,500.00	39,950.00		7,550.00
		<u>\$ 11,543,371.56</u>	<u>\$ 24,046.91</u>	<u>\$ 493,650.00</u>	<u>\$ 11,025,674.65</u>	<u>\$ 11,013,329.65</u>	<u>\$ 4,795.00</u>	<u>\$ 7,550.00</u>
Ref.	C		C-7	C-11	C			
	Excess Note Cash - Ord. No. 09-05					840.00		
	Excess Note Cash - Ord. No. 07-22					4,000.00		
	Excess Note Cash - Ord. No. 03-14					12,776.86		
	Excess Note Cash - Ord. No. 06-08					2,000.00		
	Excess Note Cash - Ord. No. 06-03					2,830.05		
	Excess Note Cash - Ord. No. 06-12					4,733.44		
	Bond Anticipation Notes Outstanding December 31, 2013					<u>\$ 11,040,510.00</u>		
	Unexpended Balances of Unfunded Improv. Authors.							\$ 566,864.95
	Less: Unexpended Proceeds of Bond Anticipation Notes							<u>559,314.95</u>
								<u>\$ 7,550.00</u>

SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

ORD. NO.	ORDINANCE		BALANCE - DEC. 31, 2012		2012 ENCUMB.	2013 CANCELLED	2013 ENCUMB.	PAID OR CHARGED	BALANCE - DEC. 31, 2013	
	DATE	AMOUNT	FUNDED	UNFUNDED					FUNDED	UNFUNDED
98-04	Various Improvements:									
	(f) Land Acquisition - Recreational Purposes	04/27/98	\$ 300,000.00	\$ 151,154.36	\$	\$	\$	\$	\$ 151,154.36	\$ -
	(g) Green Acres Park Improvements	04/27/98	30,000.00	9.54				9.54	-	-
99-12	Various Improvements:									
	a) HVAC & Roof Renovations	07/12/99	505,000.00	26,045.49	750.00		1,503.33	25,292.16	-	-
	d) Acquis. of Aerial Truck & Stump Cutter	07/12/99	152,000.00	7,219.89	400.00	4,119.89		3,500.00	-	-
	e) Acquis. of Diesel Exhaust System	07/12/99	30,000.00	3,958.73	500.00	4,458.73			-	-
00-08	Various Improvements:									
	i) Acquis. of Public Works Vehicles		195,000.00	15.96				15.96	-	-
	iii) Replacement of Emerg. Generator		65,000.00	57,755.22	250.00	58,005.22			-	-
	iv) Improv. at Green Acres Park		50,000.00	16,977.55		15,227.55		1,750.00	-	-
02-07	Renovation of Municipal Bldg and Acquis. and Renovation Bldg for Municipal Purposes		3,000,000.00	2,000.00				2,000.00	-	-
03-14	Equip. & Various Capital Improv.									
	ii) Fire Protective Gear, Apparatus Bay Door and Ambulance	01/02/04	151,000.00		13,226.86	36.48	13,226.86	36.48	-	-
	iii) DPW Equipment	01/02/04	38,000.00							
05-17	Equip. & Various Capital Improv.									
	i) Municipal Bldg. Renovations		1,400,000.00		34,000.00		2,650.00	30,261.32	-	1,088.68
	ii) Aff. Action Training Fund				19,997.50		19,997.50		-	-
06-03	Acquis. Of Senior Citizen Bus (CDBG \$21,300)		02/27/06	62,000.00	3,830.05		2,830.05	1,000.00		-
06-12	Various Capital Improvements:									
	iv) Municipal Parking Lot - Lincoln Pl	08/14/06	500,000.00	-	79,000.00			1,500.00	2,360.00	75,140.00
	vii) Acquis & Install Various Street Signs	08/14/06	25,000.00	1,625.26	16,962.20			18,587.46	-	-
06-08	Granite Block Curbing - Rockview Avenue		05/22/06	41,600.00	-	2,000.00	2,000.00			
07-09	Various Capital Improvements:									
	i) Acquis. Various Police Equipment	07/23/07	98,500.00		6,866.56			6,651.00		215.56
	ii) Acquis Radios for Fire Department	07/23/07	33,800.00		5,831.04			5,818.35		12.69
	iv) Acquis. Of Block 93, Lots 7 & 8 and construction for Parking Lot	07/23/07	150,000.00	21,596.11	128,403.89				28,820.00	121,180.00
	x) Funding Borough's Coalition on Affordable Housing obligation	07/23/07	200,000.00		15,597.00			12,600.00	-	2,997.00
07-22	Acquis. & Purchase of Real Property		11/26/07	60,000.00	4,000.00		4,000.00			

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SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

ORD. NO.	ORDINANCE		BALANCE - DEC. 31, 2012		2012 ENCUMB.	2013 CANCELLED	2013 ENCUMB.	PAID OR CHARGED	BALANCE - DEC. 31, 2013		
	DATE	AMOUNT	FUNDED	UNFUNDED					FUNDED	UNFUNDED	
09-05	Equip. & Various Capital Improv.										
	ii)	2009 Road Program (\$300,000 NJDOT grant)	07/13/09	2,042,000.00				2,309.35	-	39,249.39	
	iii)	Mun. Complex/Library/Parking Lot	07/13/09	900,000.00			126,938.48	29,727.64	-	-	
	v)	Fire Dept. Trailer/Fire Bay Door	07/13/09	51,000.00	521.57	48,550.00	150.00	496.99	2,639.58	46,085.00	
	vi)	Stormwater Improvements	07/13/09	75,000.00	-	840.00				-	
	vii)	COAH Housing Rehabilitation	07/13/09	50,000.00		15,407.50				15,407.50	
12-03	Various Capital Improvements:										
	i)	Police Dept Vehilces/Shotguns	04/23/12	78,000.00		12,189.89	13,910.61		20,578.15	5,522.35	
	ii)	Various Office Equipment	04/23/12	130,000.00		48,531.96	7,356.14	2,255.33	17,345.12	36,287.65	
	iii)	Fire Dept New Pumper and Ambulance	04/23/12	570,000.00	27,150.00	542,850.00		537,184.20	-	32,815.80	
	iv)	Bldgs & Grounds - Various	04/23/12	832,000.00		424,682.43	79,484.11	37,867.46	466,299.08	-	
	v)	Roads & Safety Improvements (NJDOT \$200,000)	04/23/12	1,240,000.00	68,495.09	989,400.00	2,500.00	94,975.73	887,752.91	77,666.45	
	vi)	Public Works - Various Equipment	04/23/12	150,000.00		4,185.98		950.00	3,221.79	14.19	
	vii)	Stormwater maintenance	04/23/12	50,000.00	2,500.00	47,500.00				2,500.00	
	viii)	Demolition	04/23/12	50,000.00		2,875.00	5,500.00		2,241.20	6,133.80	
	ix)	COAH Housing Rehab	04/23/12	50,000.00	2,500.00	47,500.00				2,500.00	
					\$ 389,524.77	\$ 2,712,352.72	\$ 110,937.34	\$ 104,708.30	\$ 824,322.03	\$ 1,538,994.50	\$ 189,973.94
					Ref.	C	C	C	C	C-2	C
											C

SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>REF.</u>	
Balance - December 31, 2012	C	\$ 51,621.55
Increased by:		
Canceled Improvement Authorizations	C-7	<u>10,969.89</u>
Balance - December 31, 2013	C	<u>\$ 62,591.44</u>

SCHEDULE OF GRANTS RECEIVABLE

	<u>REF.</u>	
Balance - December 31, 2012	C	\$ 50,000.00
Decreased by:		
Grants Received	C-4	<u>50,000.00</u>
Balance - December 31, 2013	C	<u>\$ -</u>

SCHEDULE OF GENERAL SERIAL BONDS

Exhibit - C-10

<u>ISSUE</u>	<u>DATE OF ISSUE</u>	<u>ORIGINAL ISSUE</u>	<u>MATURITIES OF BONDS</u>		<u>INTEREST RATE</u>	<u>BALANCE DEC. 31, 2012</u>	<u>DECREASE</u>	<u>BALANCE DEC. 31, 2013</u>
			<u>OUTSTANDING - DEC. 31, 2013</u>	<u>DATE</u>				
General Improvement Bonds	6/15/97	\$ 3,575,000.00				\$ 275,000.00	\$ 275,000.00	\$ -
General Improvement Bonds	7/15/03	4,875,000.00	7/15/14	440,000.00	3.150%	<u>1,320,000.00</u>	<u>440,000.00</u>	<u>880,000.00</u>
			7/15/15	440,000.00	3.250%	<u>1,595,000.00</u>	<u>\$ 715,000.00</u>	<u>\$ 880,000.00</u>
					<u>Ref.</u>	C	C-5	C

SCHEDULE OF BOND ANTICIPATION NOTES

Exhibit - C-11

ORD. NO.	IMPROVEMENT DESCRIPTION	DATE OF ORIGINAL ISSUE	AMOUNT OF ORIGINAL ISSUE	DATE OF ISSUE	DATE OF MATURITY	INTEREST RATE	BALANCE DEC. 31, 2012	INCREASE	DECREASE	BALANCE DEC. 31, 2013
02-07	Renovations to Municipal Bldg. & Acquis. of Bldg. For Mun. Purposes	6/30/04	\$ 2,600,000.00	6/11/13	6/9/14	1.250%	\$ 2,061,520.00		\$ 89,660.00	\$ 1,971,860.00
02-08	Various Capital Improvements	6/26/06	178,250.00	6/11/13	6/9/14	1.250%	117,950.00		15,075.00	102,875.00
03-14	Equip. & Various Capital Improv.	6/27/05	609,900.00	6/11/13	6/9/14	1.250%	393,550.00		43,050.00	350,500.00
04-23	Computers & Electronic Equipment	6/27/05	118,750.00	6/11/13	6/9/14	1.250%	51,250.00		13,500.00	37,750.00
05-08	Acquis Senior Citizen Bus	6/26/06	190,000.00	6/11/13	6/9/14	1.250%	170,000.00		5,000.00	165,000.00
05-17	Amend 02-07 Renovations to Municipal Bldg. & Acquis of Bldg. for Mun. Purpose	6/26/06	1,330,000.00	6/11/13	6/9/14	1.250%	1,146,305.00		45,940.00	1,100,365.00
06-12	Various Capital Improvements	6/22/07	1,133,300.00	6/11/13	6/9/14	1.250%	584,333.00		60,475.00	523,858.00
07-09	Various Improvements	6/20/08	1,242,000.00	6/11/13	6/9/14	1.250%	1,116,400.00		62,800.00	1,053,600.00
07-22	Acquis. Of Real property	6/20/08	57,000.00	6/11/13	6/9/14	1.250%	55,500.00		750.00	54,750.00
93-09	Imp. Farragut Place	6/17/09	35,750.00	6/11/13	6/9/14	1.250%	33,850.00		1,900.00	31,950.00
96-20	Imp. Various Public Streets	6/17/09	51,882.00	6/11/13	6/9/14	1.250%	49,132.00		2,750.00	46,382.00
06-03	Senior Citizens Bus	6/17/09	38,600.00	6/11/13	6/9/14	1.250%	34,300.00		4,300.00	30,000.00
06-08	Rockview Avenue Curbing	6/17/09	39,520.00	6/11/13	6/9/14	1.250%	37,420.00		2,100.00	35,320.00
09-05	Various Improvements	6/15/10	2,882,650.00	6/11/13	6/9/14	1.250%	2,882,650.00		146,350.00	2,736,300.00
12-03	Various Improvements	6/12/12	2,000,000.00	6/11/13	6/9/14	1.250%	2,000,000.00			2,000,000.00
12-03	Various Improvements	6/11/13	800,000.00	6/11/13	6/9/14	1.250%		800,000.00		800,000.00
							<u>\$ 10,734,160.00</u>	<u>\$800,000.00</u>	<u>\$ 493,650.00</u>	<u>\$11,040,510.00</u>
						Ref.	C	C-2		C

SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

ORD. NO.	IMPROVEMENT DESCRIPTION	BALANCE DEC. 31,2012	BOND ANTICIPATION	
			NOTES ISSUED	BALANCE DEC. 31,2013
99-12	Various Improvements:			
	a) HVAC & Roof Renovations	750.00		750.00
	b) Resurfacing of Roadways	2,000.00		2,000.00
	c) Acquis. of Fire/Rescue Ambulance	250.00		250.00
	d) Acquis. of Aerial Truck & Stump Cutter	400.00		400.00
	e) Acquis. of Diesel Exhaust System	500.00		500.00
	f) Acquis. of Playground Equip. & Renovations	470.00		470.00
	g) PD Security System/Trans. Vehicle Renov.	850.00		850.00
00-08	Various Improvements:			
	iii) Replacement of Emerg. Generator	250.00		250.00
	vi) Acquis. of Fire Equip.	275.00		275.00
03-14	Equip. & Various Capital Improv.			
	i) Police Communications Equipment	100.00		100.00
	ii) Fire Protective Gear, Apparatus Bay Door and Ambulance	450.00		450.00
	iii) DPW Equipment	100.00		100.00
12-03	Various Capital Improvements:			
	i) Police Dept Vehilces/Shotguns	21,340.00	21,340.00	-
	ii) Various Office Equipment	35,595.00	35,595.00	-
	iii) Fire Dept New Pumper and Ambulance	156,150.00	156,150.00	-
	iv) Bldgs & Grounds - Various	227,810.00	227,810.00	-
	v) Roads & Safety Improvements (NJDOT \$200,000)	284,585.00	284,585.00	-
	vi) Public Works - Various Equipment	41,090.00	41,090.00	-
	vii) Stormwater maintenance	13,660.00	13,660.00	-
	viii) Demolition	13,660.00	13,660.00	-
	ix) COAH Housing Rehab	13,660.00	6,110.00	7,550.00
		<u>\$ 813,945.00</u>	<u>\$ 800,000.00</u>	<u>\$ 13,945.00</u>

Ref.

Footnote C

Sewer Utility Fund

SCHEDULE OF SEWER UTILITY CASH RECEIPTS AND DISBURSEMENTS
COLLECTOR - TREASURER

	REF.	<u>OPERATING FUND</u>	<u>CAPITAL FUND</u>
Balance - December 31, 2012	D	\$ 214,279.15	\$ 6,838.63
Increased by Receipts:			
Change Funds	D-7	150.00	
Miscellaneous Revenue not Anticipated	D-1	159,375.00	
Interest on Delinquencies	D-3	55,348.27	
Interest Earned on Deposits	D-3	5,820.03	
Consumer Accounts Receivable	D-8	1,960,066.66	
Bond Anticipation Notes	D-24		<u>1,626,408.00</u>
		<u>2,180,759.96</u>	<u>1,626,408.00</u>
		2,395,039.11	1,633,246.63
Decreased by Disbursements:			
Budget Appropriations	D-4	1,816,194.64	
Due to Sewer Capital Fund	D-9		
Bond Anticipation Notes	D-24		564,558.00
Interfunds Disbursed	D-9, D-11		500,000.00
Improvement Authorizations	D-22		411,702.06
Appropriation Reserves	D-14	13,703.89	
Sewer Rent Overpayments	D-16	217.55	
Accrued Interest on Bonds	D-17	<u>19,276.40</u>	
		<u>1,849,392.48</u>	<u>1,476,260.06</u>
Balance - December 31, 2013	D	<u>\$ 545,646.63</u>	<u>\$ 156,986.57</u>

() - Denotes Deficit

ANALYSIS OF SEWER UTILITY CAPITAL CASH

		BALANCE DEC. 31, <u>2012</u>	BALANCE DEC. 31, <u>2013</u>
Due to General Capital Fund	\$	500,000.00	\$
Grant Receivable			(100,000.00)
Capital Improvement Fund		29,575.04	24,575.04
Reserve for Encumbrances		94,385.28	91,465.48
Fund balance		27,116.94	27,116.94
<u>ORD.</u>	<u>IMPROVEMENT</u>		
<u>NO.</u>	<u>AUTHORIZATIONS</u>		
90-15	Replacement of Townsend Place Sanitary Sewer	(248.15)	(218.15)
93-13c/ 96-22	Construction of Sanitary Sewer - Farragut Place	(5,908.59)	7,491.41
99-13	Purchase of Sewer Truck	73.28	73.28
00-12	Various Improvements	(719,114.26)	1,414.26
06-14	Sanitary Repair Program	(10,390.91)	1.00
07-08	Sanitary Repair Program	(5,600.00)	
09-06	Reconstruct Manholes/Pipe Replacement	96,950.00	67.31
13-06	Sanitary Sewer Reconstruction		105,000.00
		<hr/>	<hr/>
		\$ <u>6,838.63</u>	\$ <u>156,986.57</u>
		D	D

() Denotes Deficit or Deduction

SCHEDULE OF CHANGE FUND
SEWER UTILITY FUND

	<u>REF.</u>	
Balance - December 31, 2012	D	\$ 150.00
Decreased by:		
Transfers to Checking	D-5	<u>150.00</u>
Balance - December 31, 2013	D	<u><u>\$ -</u></u>

SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE
SEWER UTILITY OPERATING FUND

	<u>REF.</u>	
Balance - December 31, 2012	D	\$ 340,277.53
Increased by:		
2013 Billings for Sewer Rents	Reserve	<u>1,943,774.56</u>
		2,284,052.09
Decreased by:		
Collections	D-3, D-5	\$ 1,960,066.66
Overpayments Applied	D-16	<u>74.44</u>
		<u>1,960,141.10</u>
Balance - December 31, 2013	D	<u><u>\$ 323,910.99</u></u>

SCHEDULE OF GRANTS RECEIVABLE
SEWER UTILITY OPERATING FUND

Ref.

Increased by:		
CDBG Grants to Fund		
Ord. 13-06	D-20	<u>\$ 100,000.00</u>
Balance -December 31, 2013	D	<u>\$ 100,000.00</u>

SCHEDULE OF SEWER LIENS RECEIVABLE
SEWER UTILITY OPERATING FUND

	<u>REF.</u>	
Balance - December 31, 2012	D	\$ 433.47
Balance - December 31, 2013	D	<u>\$ 433.47</u>

SCHEDULE OF INTERFUNDS
SEWER UTILITY CAPITAL FUND

	<u>Ref.</u>	<u>TOTAL</u>	<u>GENERAL CAPITAL</u>
Balance - June 30, 2012			
Due To	D	(500,000.00)	\$ (500,000.00)
Decreased by:			
Funds Disbursed	D- 5	<u>(500,000.00)</u>	<u>(500,000.00)</u>
Balance - June 30, 2013			
Due To	D	<u>\$ -</u>	<u>\$ -</u>

SCHEDULE OF FIXED CAPITAL
SEWER UTILITY CAPITAL FUND

	<u>REF.</u>	
Balance - December 31, 2012	D	\$ 2,533,157.96
Increased by:		
Transferred from Fixed Capital Authorized and Uncompleted	D-13	<u>873,752.81</u>
Balance - December 31, 2012	D	<u><u>\$ 3,406,910.77</u></u>

**SCHEDULE OF FIXED CAPITAL AUTHORIZED AND UNCOMPLETED
SEWER UTILITY CAPITAL FUND**

ORD. NO.	IMPROVEMENT DESCRIPTION	ORDINANCE		BALANCE DEC. 31,2012	2013 AUTHOR.	2013 COMPLETED	BALANCE DEC. 31,2013
		DATE	AMOUNT				
93-13b/ 96-22	Construction of Sanitary Sewer - Farragut Place	09/27/93	\$ 38,500.00	\$ 16,191.41		8,700.00	7,491.41
99-13	Purchase of Sewer Truck		125,000.00	12,972.28		12,899.00	73.28
00-12	Various Sewer Improvements	08/02/00	2,500,000.00	750,503.29		657,623.55	92,879.74
06-14	Sanitary Repair Program	08/14/06	100,000.00	94,628.57		94,627.57	1.00
07-08	Sanitary Repair Program	07/23/07	50,000.00				-
09-06	Reconstruct Manhole/Pipe Replacement		100,000.00	100,000.00		99,902.69	97.31
13-06	Sanitary Sewer Replacement		100,000.00		200,000.00		200,000.00
				<u>\$ 974,295.55</u>	<u>\$ 200,000.00</u>	<u>\$ 873,752.81</u>	<u>\$ 300,542.74</u>
<u>Ref.</u>				D		D-12	D

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**SCHEDULE OF 2012 APPROPRIATION RESERVES
SEWER UTILITY FUND**

	BALANCE DEC. 31,2012	ENCUMBERED DEC. 31,2012	PAID OR CHARGED	BALANCE LAPSED
Operating:				
Salaries and Wages	\$ 4,754.16			\$ 4,754.16
Other Expenses	7,300.01	\$ 16,662.28	\$ 13,703.89	10,258.40
Plfd. Joint Meeting Costs	687.44			687.44
	<u>\$ 12,741.61</u>	<u>\$ 16,662.28</u>	<u>\$ 13,703.89</u>	<u>\$ 15,700.00</u>
<u>Ref.</u>	D	D-15	D-5	D-1

SCHEDULE OF RESERVE FOR ENCUMBRANCES
SEWER UTILITY FUND

	<u>REF.</u>	<u>OPERATING FUND</u>	<u>CAPITAL FUND</u>
Balance - December 31, 2012	D	\$ 16,662.28	94,385.28
Increased by:			
Charges to Improvement Author.	D-23		91,465.48
Charges to 2013 Budget	D-4	<u>18,578.86</u>	<u> </u>
		35,241.14	185,850.76
Decreased by:			
Trans. to Improvement Author.	D-23		94,385.28
Trans. to 2012 Approp. Reserves	D-14	<u>16,662.28</u>	<u> </u>
Balance - December 31, 2013	D	<u>\$ 18,578.86</u>	<u>\$ 91,465.48</u>

SCHEDULE OF SEWER RENT OVERPAYMENTS

	<u>REF.</u>	
Balance - December 31, 2012	D	\$ 1,850.28
Decreased by:		
Applied to Accounts Receivable	D-8	<u>74.44</u>
Balance - December 31, 2013	D	<u>\$ 1,775.84</u>

SCHEDULE OF ACCRUED INTEREST ON OUTSTANDING DEBT
SEWER UTILITY FUND

	<u>REF.</u>	
Balance - December 31, 2012	D	\$ 7,647.79
Increased by:		
2013 Budget Charges	D-4	18,493.16
		26,140.95
Decreased by:		
Interest Paid	D-5	19,276.40
Balance - December 31, 2013	D	\$ 6,864.55

Analysis of Balance

Principal Balance <u>Dec. 31, 2012</u>	Interest Rate	<u>From</u>	<u>To</u>	<u>Period</u>	<u>Amount</u>
<u>NJEIT Trust</u>					
\$57,533.08	5.000%	08/01/13	12/31/13	5 mos.	\$ 1,198.61
14,016.19	5.125%	08/01/13	12/31/13	5 mos.	299.59
6,830.14	5.250%	08/01/13	12/31/13	5 mos.	149.41
					\$ 1,647.61
<u>Bond Anticipation Notes</u>					
564,558.00	1.250%	06/10/13	12/31/13	204 days	\$ 3,944.17
1,061,850.00	1.250%	11/26/13	12/31/13	35 days	1,272.77
					5,216.94
					\$ 6,864.55

SCHEDULE OF CAPITAL IMPROVEMENT FUND
SEWER UTILITY CAPITAL FUND

	<u>REF.</u>	
Balance - December 31, 2012	D	\$ 29,575.04
Decreased by:		
Down Payments on Improvement Authorizations	D-20	<u>5,000.00</u>
Balance - December 31, 2013	D	<u>\$ 24,575.04</u>

SCHEDULE OF RESERVE FOR AMORTIZATION

	<u>REF.</u>	
Balance - December 31, 2012	D	\$ 1,672,820.51
Increased by:		
Transfer from Deferred Reserve for Amortization	D-20	29,090.41
NJEITF Loan Paid by Operating Budget	D-23	52,933.74
BAN Paydowns by Operating Budget	D-24	22,500.00
Serial Bonds Paid by Operating Budget	D-21	<u>25,000.00</u>
		<u>129,524.15</u>
Balance - December 31, 2013	D	<u>1,802,344.66</u>

SCHEDULE OF DEFERRED RESERVE FOR AMORTIZATION
SEWER UTILITY FUND

Exhibit - D-20

ORD. NO.	IMPROVEMENT DESCRIPTION	DATE OF ORDINANCE	BALANCE DEC. 31, 2012	INCREASES	DECREASES	BALANCE DEC. 31, 2013
87-28	Improvement of the Sanitary Sewer System	07/07/87	\$ 16,191.41		\$ 16,191.41	\$ -
99-13	Purchase of Sewer Truck	08/14/99	12,972.28		12,899.00	73.28
13-06	Sanitary Sewer Replacement	12/09/13	<u> </u>	<u>105,000.00</u>	<u> </u>	<u>105,000.00</u>
			<u>\$ 29,163.69</u>	<u>\$ 105,000.00</u>	<u>\$ 29,090.41</u>	<u>\$ 105,073.28</u>
		<u>Ref.</u>	D	D-9, D-18	D-19	D

Exhibit - D-21

SCHEDULE OF SERIAL BONDS PAYABLE

PURPOSE	DATE OF ISSUE	ORIGINAL ISSUE	BALANCE DEC. 31, 2012	DECREASE	BALANCE DEC. 31, 2013
Improvement to Sanitary Sewer System	6/15/97	\$400,000.00	<u>\$ 25,000.00</u>	<u>\$ 25,000.00</u>	<u>\$ -</u>
			<u>\$ 25,000.00</u>	<u>\$ 25,000.00</u>	<u>\$ -</u>
			<u>Ref.</u>	D-19	D

SCHEDULE OF IMPROVEMENT AUTHORIZATIONS
SEWER UTILITY FUND

Exhibit - D-22

ORD. NO.	IMPROVEMENT DESCRIPTION	ORDINANCE		BALANCE - DEC. 31, 2012		DEC. 31, 2012 ENCUMBERED	2013 AUTHOR.	2013 EXPENDED	DEC. 31, 2013 ENCUMBERED	BALANCE - DEC. 31, 2013	
		DATE	AMOUNT	FUNDED	UNFUNDED					FUNDED	UNFUNDED
93-13c/ 96-22	Construction of Sanitary Sewer - Farragut Place	09/27/93	\$ 38,500.00		\$ 7,491.41						\$ 7,491.41
99-13	Purchase of Sewer Truck		125,000.00	73.28						73.28	
00-12	Sewer Improvements	07/10/00	2,500,000.00		312,610.74	94,385.28		314,116.28	91,465.48		1,414.26
06-14	Sanitary Repair Program	08/14/06	100,000.00		734.09			733.09			1.00
09-06	Reconstruct Manholes/Pipe Replacem	07/13/09	100,000.00		96,950.00			96,852.69			97.31
13-06	Sanitary Sewer Replacement	12/09/13	200,000.00				200,000.00			105,000.00	95,000.00
				<u>\$ 73.28</u>	<u>\$ 417,786.24</u>	<u>\$ 94,385.28</u>	<u>\$ 200,000.00</u>	<u>\$ 411,702.06</u>	<u>\$ 91,465.48</u>	<u>\$ 105,073.28</u>	<u>\$ 104,003.98</u>
		<u>Ref.</u>		D, D-15	D, D-15	D-15	D-13	D-5	D-15	D	D

SCHEDULE OF LOANS PAYABLE
 NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST
SEWER UTILITY FUND

Exhibit - D-23

<u>PURPOSE</u>	<u>DATE OF ISSUE</u>	<u>ORIGINAL ISSUE</u>	<u>MATURITIES OF BONDS</u>		<u>INTEREST RATE</u>	<u>BALANCE DEC. 31, 2012</u>	<u>DECREASE</u>	<u>BALANCE DEC. 31, 2013</u>
			<u>OUTSTANDING - DEC. 31, 2013</u>	<u>DATE</u>				
NJEIT 2001 Trust Loan	11/1/00	\$ 1,070,000	2014	57,533.08	5.000%	<u>\$ 131,313.16</u>	<u>\$ 52,933.74</u>	<u>\$ 78,379.42</u>
			2015	12,272.79	5.125%			
			2016	1,743.40	5.125%			
			2017	1,208.65	5.250%			
			2018	802.05	5.250%			
			2019	138.31	5.250%			
			2020	4,681.13	5.250%			
					<u>\$ 131,313.16</u>	<u>\$ 52,933.74</u>	<u>\$ 78,379.42</u>	
				<u>Ref.</u>	D	D-19	D	

SCHEDULE OF BOND ANTICIPATION NOTES
SEWER UTILITY FUND

Exhibit - D-24

ORD. NO.	IMPROVEMENT DESCRIPTION	DATE OF ORIGINAL ISSUE	AMOUNT OF ORIGINAL ISSUE	DATE OF ISSUE	DATE OF MATURITY	INTEREST RATE	BALANCE DEC. 31,2012	INCREASED	DECREASED	BALANCE DEC. 31,2013
93-13c/ 96-22	Construction of Sanitary Sewer - Farragut Place	6/17/09	\$ 13,000.00	6/10/13	6/9/14	1.250%	\$ 12,600.00	\$ 12,000.00	\$ 12,600.00	\$ 12,000.00
00-12	Sewer Improvements	6/17/09	345,558.00	6/10/13	6/9/14	1.250%	341,183.00	336,683.00	341,183.00	336,683.00
06-14	Sanitary Repair Program	6/17/09	100,000.00	6/10/13	6/9/14	1.250%	88,875.00	77,375.00	88,875.00	77,375.00
07-08	Sanitary Repair Program	6/17/09	50,000.00	6/10/13	6/9/14	1.250%	44,400.00	38,500.00	44,400.00	38,500.00
09-06	Sanitary Repair Program	6/12/12	100,000.00	6/10/13	6/9/14	1.250%	100,000.00	100,000.00	100,000.00	100,000.00
00-12	Sewer Improvements	11/26/13	100,000.00	11/26/13	6/9/14	1.250%		1,061,850.00	-	1,061,850.00
							<u>\$ 587,058.00</u>	<u>\$ 1,626,408.00</u>	<u>\$ 587,058.00</u>	<u>\$ 1,626,408.00</u>
						<u>Ref.</u>	D	D-11		D
	Paid by Budget Appropriation								\$ 22,500.00	
	Cash Disbursed	D-19		D-15					<u>564,558.00</u>	
									<u>\$ 587,058.00</u>	

SCHEDULE OF BONDS AND NOTES
 AUTHORIZED BUT NOT ISSUED
SEWER UTILITY FUND

Exhibit - D-25

ORD. NO.	IMPROVEMENT DESCRIPTION	BALANCE DEC. 31,2012	2013 AUTHORIZED	BANs ISSUED	BALANCE DEC. 31,2013
07-08	Sanitary Repair Program	\$ 1,061,850.00		\$ 1,061,850.00	-
13-06	Sanitary Sewer Replacement		95,000.00		95,000.00
		\$ 1,061,850.00	\$ 95,000.00	\$ 1,061,850.00	\$ 95,000.00

Ref.

Footnote D

Payroll Fund

SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS

Exhibit - E-1

	<u>BALANCE</u> <u>DEC. 31, 2012</u>	<u>RECEIPTS</u>	<u>DISBURSE-</u> <u>MENTS</u>	<u>BALANCE</u> <u>DEC. 31, 2013</u>
Net Salaries	\$10,931.56	7,413,232.84	7,413,859.25	\$10,305.15
Payroll Deductions:				
Federal Income Tax	-	1,569,783.77	1,569,783.77	-
State Income Tax	0.15	435,506.09	435,506.09	0.15
Social Security/ Medicare Tax	-	707,031.30	707,031.30	-
State Unemployment Insurance	-	22,966.06	22,966.06	-
Equitable Life Assurance:				
Deferred Compensation Plan	13,053.34	182,843.08	182,459.08	13,437.34
Public Employees' Retirement System:				
Pension	18,751.33	233,892.13	233,871.44	18,772.02
Contributory Insurance	934.77	11,681.63	11,671.56	944.84
Police & Firemen's Retirement System:				
Pension	101,445.22	1,044,729.22	1,045,528.59	100,645.85
FMBA Union Dues	70.00	36,800.00	36,680.00	190.00
PBA Union Dues	-	33,148.70	33,148.70	-
Teamsters Union Dues	13.50	12,240.00	12,253.50	-
Flexible	(0.04)	1,449.84	1,449.84	(0.04)
DCRP Retirement System:	(3,702.28)	5,624.37	5,624.37	(3,702.28)
Insurance:				
Conseco	17.32	207.84	207.84	17.32
ING	-	624.00	624.00	-
Colonial	3,756.69	15,881.10	12,204.49	7,433.30
New York Life	593.77	4,149.12	4,148.94	593.95
AFLAC	(2,377.87)	44,862.13	39,556.16	2,928.10
Garnishment	194.58	24,814.08	24,496.91	511.75
Initiation Dues	-	75.00	75.00	-
Employee Medical Contributions	55,205.22	165,876.24	137,684.51	83,396.95
Miscellaneous Account	37,650.07	15,430.79		53,080.86
Other Refund	50.06			50.06
Interest	1,056.55			1,056.55
Net Payroll Deductions	226,712.38	4,569,616.49	4,516,972.15	279,356.72
	<u>\$237,643.94</u>	<u>\$11,982,849.33</u>	<u>\$11,930,831.40</u>	<u>\$289,661.87</u>

Ref.

E

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BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY



PART IV
SUPPLEMENTARY DATA

LENGTH OF SERVICE AWARD PROGRAM – (LOSAP) (UNAUDITED)

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REGISTERED MUNICIPAL ACCOUNTANTS OF N.J.

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Honorable Mayor and Members
of the Borough Council
Borough of North Plainfield
County of Somerset, New Jersey

We have reviewed the accompanying statement of assets, liabilities and net assets of the Borough of North Plainfield Length of Service Award Program (LOSAP) as of December 31, 2013 and 2012, and the related statement of revenues, expenses and other changes in net assets for the years then ended, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. All information included in these financial statements is the representation of the administration of the Borough.

A review consists primarily of inquiries of the administration of the Borough and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with auditing standards generally accepted in the United States of America, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, we do not express such an opinion.

The Length of Service Award Program is a Borough sponsored program and has no separate legal status or existence. The program prepares its financial statements in conformity with the accounting principles and practices prescribed by the Division of Local Government Service, Department of Community Affairs, State of New Jersey, which is a comprehensive basis of accounting other than generally accepted accounting principles.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with the basis of accounting described in the note.

Hodulik & Morrison, P.A.

HODULIK & MORRISON, P.A.
Certified Public Accountants
Registered Municipal Accountants

Highland Park, New Jersey
September 22, 2014

BOROUGH OF NORTH PLAINFIELD
 LENGTH OF SERVICE AWARD PROGRAM (LOSAP) - UNAUDITED
 STATEMENT OF ASSETS, LIABILITIES AND NET ASSETS
DECEMBER 31, 2013 AND 2012

	<u>DECEMBER 31, 2013</u>	<u>DECEMBER 31, 2012</u>
Assets		
Investments, at fair value	\$ <u>52,490.06</u>	\$ <u>49,114.14</u>
Total Assets	\$ <u><u>52,490.06</u></u>	\$ <u><u>49,114.14</u></u>
Net Assets		
Restricted	\$ <u>52,490.06</u>	\$ <u>49,114.14</u>
Total Net Assets	\$ <u><u>52,490.06</u></u>	\$ <u><u>49,114.14</u></u>

NOTE: See Notes to Unaudited Financial Statements and Accountant's Review Report

BOROUGH OF NORTH PLAINFIELD
 LENGTH OF SERVICE AWARD PROGRAM (LOSAP) - UNAUDITED
 STATEMENT OF REVENUES, EXPENSES AND OTHER CHANGES IN NET ASSETS
FOR THE YEARS ENDED DECEMBER 31, 2013 AND 2012

	<u>DECEMBER</u> <u>31, 2013</u>	<u>DECEMBER</u> <u>31, 2012</u>
Restricted Net Assets		
Contributions	\$ 8,400.00	\$ 7,800.00
Earnings (Losses)	7,491.10	3,546.96
Withdrawals	(11,609.76)	(3,552.65)
Service Charges	<u>(905.42)</u>	<u>(901.77)</u>
Increase (Decrease) in Net Assets	3,375.92	6,892.54
Net Assets - Beginning of Year	<u>49,114.14</u>	<u>42,221.60</u>
Net Assets - End of Year	<u>\$ 52,490.06</u>	<u>\$ 49,114.14</u>

NOTE: See Notes to Unaudited Financial Statements and Accountant's Review Report

BOROUGH OF NORTH PLAINFIELD LENGTH OF SERVICE AWARD PROGRAM
(LOSAP) (UNAUDITED)

NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Nature of Activities

The Borough of North Plainfield Length of Service Award Program (LOSAP) is a qualified plan under Internal Revenue Code Section 457(e) and P.L. 1997, c.388, as amended by P.L. 2001, c.272. The Borough established the LOSAP Program for the North Plainfield Volunteer Fire Company and the North Plainfield Volunteer First Aid Organization on December 18, 2000 through Ordinance #00-09. LOSAP provides for fixed annual contributions to a deferred income account for volunteer firefighters and rescue squad members who meet specified service criteria. LOSAP shall provide for annual contribution to each eligible member that meets the criteria as provided in the enacting LOSAP ordinance. The Borough of North Plainfield sponsors LOSAP through an annual award appropriated through the municipal budget.

B. Basis of Presentation

The accounting policies of the Borough of North Plainfield (the "Borough"), Length of Service Award Program (LOSAP) (the "Program") conform to the accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

C. Description of Program

The Program was created in accordance with the Internal Revenue Code Section 457. The Program is offered to all volunteer members that meet the criteria set by the Borough, and provides for annual contributions for all eligible members. The deferred compensation is not available to volunteer members until termination, retirement, death, or unforeseeable emergency. Earnings of the Program and contributions by the Borough are subject to vesting provisions of the plan and are exempt from income taxes until distribution to the participating volunteers.

The Borough offers the Program to the participants through the Lincoln Financial Group.

All amounts of compensation deferred under the Program, all property and rights purchased with those amounts, and all income attributable to those amounts, property, or rights, are (until paid or made available to the volunteer or other beneficiary) solely the property and rights of the Borough (without being restricted to the provisions of benefits under the Program), subject only to the claims of the Borough's general creditors. Participant's rights under the Program are equal to those of general creditors of the Borough in an amount equal to the fair market value of the deferred account for each participant.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

C. Description of Program (Cont'd.)

In accordance with standards established by the Governmental Accounting standards Board, the Program balances are displayed in the Trust Fund of the Borough. The Program is tax exempt under Internal revenue Code Section 457.

D. Amount of Contribution

The Borough will contribute to the plan for an active volunteer the annual contribution amount of \$600 per volunteer for an estimated maximum annual cost of \$23,400. The maximum contribution provided by the Borough shall not exceed \$600 per volunteer.

NOTE 2: QUALIFICATIONS

Each active volunteer member that meets the criteria below shall be credited with points for volunteer services provided to the volunteer fire company/first aid organization. In order to be eligible for such contribution, one must accumulate twenty-five (25) points per calendar year. The attainment of the twenty-five (25) points for responding to the minimum number of calls shall be calculated as follows:

Fire Calls

Total number of calls volunteer fire company responds to annually other than emergency rescue and first aid calls (ambulance calls)	0-500	501-1000	1001-1500	1501 & up
Minimum number of calls volunteer firefighters must respond to annually in order to receive 25 points of credit	10%	7.5%	5%	2%

Fire Calls

Total number of calls volunteer emergency rescue and first aid squad (ambulance calls) responds to annually	0-500	501-1000	1001-1500	1501 & up
Minimum number of calls volunteer emergency rescue and first aid squad members must respond to annually in order to receive 25 points of credit	10%	7.5%	5%	2%

OTHER SUPPLEMENTARY DATA

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

COMBINED BALANCE SHEET - ALL FUNDS
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2013

ASSETS	CURRENT FUND	TRUST FUND	GENERAL CAPITAL FUND	SEWER UTILITY FUND	GENERAL FIXED ASSETS	PAYROLL FUND	MEMORANDUM ONLY	MEMORANDUM ONLY
							TOTALS	TOTALS
							DEC. 31, 2012	DEC. 31, 2012
Cash and Investments	\$ 4,414,113.93	2,802,166.20	1,883,620.22	702,633.20		289,661.87	\$ 10,092,195.42	\$ 8,340,052.29
Accounts Receivable:								
State & Federal Grants Receivable	892,987.50			100,000.00			992,987.50	1,295,633.02
Taxes, Assessments, Liens & Utility Charges	953,859.58	19,305.37		324,344.46			1,297,509.41	1,277,565.69
Interfund Loans								550,412.65
Other Accounts Receivable	30,129.34						30,129.34	42,295.85
Overpayment of School Taxes								
Property Acquired for Taxes at Assessed Valuation	827,500.00						827,500.00	827,500.00
Prospective Assessments Funded Inventory		68,203.44					68,203.44	68,203.44
Fixed Assets - General					27,503,112.10		27,503,112.10	27,773,879.88
Fixed Capital - Utility				3,406,910.77			3,406,910.77	2,533,157.96
Fixed Capital - Authorized and Uncompleted - Utility				300,542.74			300,542.74	974,295.55
Deferred Charges to Revenue of Succeeding Years	1,005,000.00						1,005,000.00	2,060,000.00
Deferred Charges to Future Taxation: General Capital Fund			11,905,674.65				11,905,674.65	13,138,371.56
Operating Deficit Sewer Utility								27,476.46
	<u>\$ 8,123,590.35</u>	<u>\$ 2,889,675.01</u>	<u>\$ 13,789,294.87</u>	<u>\$ 4,834,431.17</u>	<u>\$ 27,503,112.10</u>	<u>\$ 289,661.87</u>	<u>\$ 57,429,765.37</u>	<u>\$ 58,908,844.35</u>

BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY

COMBINED BALANCE SHEET - ALL FUNDS
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2013

LIABILITIES, RESERVES AND FUND BALANCE	CURRENT FUND	TRUST FUND	GENERAL CAPITAL FUND	SEWER UTILITY FUND	GENERAL FIXED ASSETS	PAYROLL FUND	MEMORANDUM	MEMORANDUM
							ONLY TOTALS DEC. 31, 2012	ONLY TOTALS DEC. 31, 2012
Bonds, Notes and Loans Payable	\$ 960,000.00		11,920,510.00	1,704,787.42			\$ 14,585,297.42	\$ 15,072,531.16
Prepaid Taxes, Assessments, Utility Charges and Licenses	212,997.46						212,997.46	336,237.78
Tax, Assessment, Lien, License and Utility Charge Overpayments	539,619.25			1,850.28			541,469.53	530,887.72
Appropriation Reserves	397,802.60			93,660.24			491,462.84	1,533,495.85
Reserve for Encumbrances/ Accounts Payable	615,189.66		824,322.03	110,044.34			1,549,556.03	848,849.84
Other Liabilities				6,864.54		289,661.87	296,526.41	276,911.09
Due County for Added Taxes								
Amts. Pledged to Specific Purposes	1,259,459.60	2,694,922.16	62,591.44	24,575.04			4,041,548.24	2,832,454.62
Improvement Authorizations			744,790.00	209,077.26			953,867.26	3,519,737.01
Interfund Loans								550,412.65
Investments in General Fixed Assets					27,503,112.10		27,503,112.10	27,773,879.88
Reserve for Amortization of Costs of Fixed Capital Acquired or Authorized				1,907,417.94			1,907,417.94	1,701,984.20
Reserve for Certain Assets Acquired or Receivables & Inventories	1,811,488.92	87,508.81		324,344.46			2,223,342.19	2,265,091.77
Fund Balance	<u>2,327,032.86</u>	<u>107,244.04</u>	<u>237,081.40</u>	<u>451,809.65</u>			<u>3,123,167.95</u>	<u>1,666,370.78</u>
	\$ <u>8,123,590.35</u>	\$ <u>2,889,675.01</u>	\$ <u>13,789,294.87</u>	\$ <u>4,834,431.17</u>	\$ <u>27,503,112.10</u>	\$ <u>289,661.87</u>	\$ <u>57,429,765.37</u>	\$ <u>58,908,844.35</u>

COMPARATIVE STATEMENT OF OPERATIONS AND
CHANGE IN FUND BALANCE - CURRENT FUND

Revenue and Other <u>Income Realized</u>	Year 2013		Year 2012	
	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>
Fund Balance Utilized	\$650,000.00	1.13	\$800,000.00	1.43
Miscellaneous - From Other Than Local Property Tax Levies	4,995,779.17	8.68	5,017,293.55	8.97
Collection of Delinquent Taxes and Tax Title Liens	771,793.52	1.34	938,978.74	1.68
Collection of Current Tax Levy	<u>51,166,076.97</u>	<u>88.86</u>	<u>49,164,613.65</u>	<u>87.92</u>
Total Income	<u>57,583,649.66</u>	<u>100.00</u>	<u>55,920,885.94</u>	<u>100.00</u>
<u>Expenditures</u>				
Budget Expenditures:				
Municipal Purposes	21,044,190.29	37.69	22,536,080.03	39.25
County Taxes	5,896,327.88	10.56	6,004,783.00	10.46
Local School Taxes	28,893,122.00	51.75	28,847,469.00	50.24
Other Expenditures			33,338.96	0.06
Total Expenditures	<u>55,833,640.17</u>	<u>100.00</u>	<u>57,421,670.99</u>	<u>100.00</u>
Less: Expenditures to be Raised by Future Taxes			<u>2,000,000.00</u>	
Total Adjusted Expenditures	<u>55,833,640.17</u>		<u>55,421,670.99</u>	
Excess in Revenue	1,750,009.49		499,214.95	
Fund Balance January 1	<u>1,227,023.37</u>		<u>1,527,808.42</u>	
	2,977,032.86		2,027,023.37	
Less:				
Utilization as Anticipated Revenue	<u>650,000.00</u>		<u>800,000.00</u>	
Fund Balance December 31	<u>\$2,327,032.86</u>		<u>\$1,227,023.37</u>	

COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE
IN FUND BALANCE - SEWER UTILITY OPERATING FUND

Revenue and Other Income Realized	Year 2013		Year 2012	
	Amount	%	Amount	%
Fund Balance Utilized	\$150,000.00	6.39	\$10,000.00	0.54
Collection of Sewer Rents	1,960,141.10	83.54	1,797,246.32	97.32
Miscellaneous - From Other Than Water and Sewer Rents	<u>236,243.30</u>	<u>10.07</u>	<u>39,414.13</u>	<u>2.13</u>
Total Income	<u>2,346,384.40</u>	<u>100.00</u>	<u>1,846,660.45</u>	<u>100.00</u>
<u>Expenditures</u>				
Budget Expenditures:				
Operating	1,813,000.00	91.83	1,802,000.00	96.15
Debt Service	118,926.89	6.02	57,136.91	3.05
Deferred Charges and Statutory Expenditures	<u>42,476.46</u>	<u>2.15</u>	<u>15,000.00</u>	<u>0.80</u>
Total Expenditures	<u>1,974,403.35</u>	<u>100.00</u>	<u>1,874,136.91</u>	<u>100.00</u>
Excess in Revenue (Operating Deficit)	371,981.05		(27,476.46)	
Adjustment to Income Before Fund Balance: Expenditures Included Above Which are by Statute Deferred Charges to Budget of Succeeding Year			<u>27,476.46</u>	
Statutory Excess to Fund Balance	371,981.05		0.00	
Fund Balance January 1	<u>202,711.66</u>		<u>212,711.66</u>	
	574,692.71		212,711.66	
Less:				
Fund Balance Utilized	<u>150,000.00</u>		<u>10,000.00</u>	
Fund Balance December 31	<u>\$424,692.71</u>		<u>\$202,711.66</u>	

COMPARATIVE SCHEDULE OF TAX RATE INFORMATION

	<u>2013</u>	<u>2012</u>	<u>2011</u>
<u>Tax Rate:</u>	<u>\$3.12</u>	<u>\$2.99</u>	<u>\$2.91</u>
<u>Apportionment of Tax Rate:</u>			
Municipal	\$1.05	\$0.95	\$0.94
County (Inc. Library & Open Space Taxes)	0.35	0.35	0.35
Local School	1.72	1.69	1.62
<u>Assessed Valuation:</u>			
2013	<u>\$1,680,161,816.00</u>		
2012		<u>\$1,705,945,194.00</u>	
2011			<u>\$1,765,068,226.00</u>

Note: Under the provisions of Chapter 73, L. 1976 (R.S. 54:4-46.1), the Somerset County Board of Taxation estimated the amount of approved Veterans' and Senior Citizens' tax deductions, etc. to be \$110,000 for the year 2013.

COMPARISON OF TAX LEVIES AND COLLECTION CURRENTLY

A study of this tabulation could indicate a possible trend in future tax levies. A decrease in the percentage of current collection could be an indication of a probable increase in future tax levies.

<u>Year</u>	<u>Tax Levy</u>	<u>CURRENTLY</u>		<u>Percentage of Collection</u>
		<u>Cash Collections</u>		
2013	\$ 52,417,476.41	\$ 51,166,076.97		97.61%
2012	51,059,790.82	49,052,613.65		96.07%
2011	51,399,286.86	49,440,571.01		96.19%
2010	49,490,565.86	47,860,792.23		96.71%
2009	47,960,807.17	46,131,722.02		96.19%

DELINQUENT TAXES AND TAX TITLE LIENS

This tabulation includes a comparison, expressed in percentage, of the total of delinquent taxes and tax title liens, in relation to the tax levies of the last five years.

<u>Dec. 31 Year</u>	<u>Amount of Tax Title Liens</u>	<u>Amount of Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2013	\$ 16,392.06	\$ 937,467.52	\$ 953,859.58	1.82%
2012	12,894.62	898,908.45	911,803.07	1.79%
2011	12,894.62	956,307.20	969,201.82	1.89%
2010	12,137.40	1,144,118.42	1,156,255.82	2.34%
2009	10,722.06	1,002,102.25	1,012,824.31	2.11%

PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION

The value of property acquired by liquidation of tax title liens on December 31, on the basis of the last assessed valuation of such properties was as follows:

<u>Year</u>	<u>Amount</u>
2013	\$827,500.00
2012	827,500.00
2011	827,500.00
2010	827,500.00
2009	827,500.00

COMPARISON OF SEWER UTILITY BILLINGS AND COLLECTIONS

<u>Year</u>	<u>Billings</u>	<u>*Collections</u>
2013	\$1,943,774.56	\$1,960,141.10
2012	1,898,669.65	1,797,246.32
2011	1,861,672.29	1,856,032.84
2010	1,886,495.20	1,890,431.59
2009	1,838,586.81	1,781,899.47

*Includes collections of prior unpaid balances.

COMPARATIVE SCHEDULE OF FUND BALANCE

	<u>Year</u>	<u>Balance</u> <u>December 31</u>	<u>Utilized in</u> <u>Budget of</u> <u>Succeeding Year</u>
Current Fund	2013	\$ 2,327,032.86	\$ 1,300,000.00
	2012	1,227,023.37	650,000.00
	2011	1,524,636.26	800,000.00
	2010	1,524,636.26	700,000.00
	2009	1,082,821.61	750,000.00
Sewer Utility Operating Fund	2013	\$ 424,692.71	\$ 150,000.00
	2012	202,711.66	150,000.00
	2011	212,711.66	10,000.00
	2010	48,495.19	14,952.02
	2008	61,859.47	13,364.28

OFFICIALS IN OFFICE AND SURETY BONDS

The following officials were in office as at December 31, 2013:

<u>NAME</u>	<u>TITLE</u>	<u>AMOUNT OF BOND</u>
Michael Giordano Jr.	Mayor	\$
Douglas Singleterry	Council President	
Lawrence La Ronde	Council Vice President	
Mary H. Forbes	Councilperson	
Everett Merrill	Councilperson	
Keiona R. Miller	Councilperson	
Frank Righetti	Councilperson	
Frank "Skip"Stabile	Councilperson	
Richard Phoenix	Borough Clerk, Deputy Registrar, Assessment Search Officer	
David E. Hollod, P.E.	Business Administrator	
Patrick DeBlasio	Chief Financial Officer	
Nancy Nichols	Tax Collector	500,000.00
Jodi Hansen-Rodreguiz	Municipal Court Administrator	50,000.00
Eric Martin Bernstein	Borough Attorney	
John Richardson	Magistrate	
Barbara Flaherty	Assessor	
David Minchello, Esq	Prosecutor	
William Eaton	Fire Chief	
William G. Parenti	Police Chief	

Public Employees' Dishonesty Blanket Bond issued by the General Security Property and Casualty Company covers Borough employees not required to have individual bonds in the sum \$250,000.00.

Position Bonds listed above issued by Travelers Casualty & Surety Co. of North America.
The Municipal Court Bond meets the minimum and suggested coverage levels promulgated by the Division of Local Government Services.

**BOROUGH OF NORTH PLAINFIELD
SOMERSET COUNTY, NEW JERSEY**



PART V

GENERAL COMMENTS AND RECOMMENDATIONS

BOROUGH OF NORTH PLAINFIELD
COUNTY OF SOMERSET, NEW JERSEY
FOR YEAR ENDED DECEMBER 31, 2013

GENERAL COMMENTS

An audit of the financial accounts and transactions of the Borough of North Plainfield, County of Somerset, New Jersey, for the year ended December 31, 2013, has been completed. The General Comments are herewith set forth:

Scope of Audit

The audit covered the financial transactions of the Finance Department and the other various offices and departments collecting fees within the Borough of North Plainfield, County of Somerset, New Jersey.

The audit did not and could not determine the character of services rendered for which payment had been made or for which reserves had been set up, nor could it determine the character, proper price or quantity of materials supplied for which claims had been passed. These details were necessarily covered by the internal review and control before approval of such claims by the Governing Body. Cash on hand was counted and cash and investment balances were reconciled with independent certifications obtained directly from the depositories. Revenues and receipts were established and verified as to source and amount insofar as the records permitted.

INTERNAL CONTROL MATTERS

In planning and performing our audit of the financial statements of Borough of North Plainfield, County of Somerset, New Jersey as of and for the fiscal year ended December 31, 2013, in accordance with auditing standards generally accepted in the United States of America, we considered the Borough's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Borough's internal control. Accordingly, we do not express an opinion on the effectiveness of the Borough's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be deficiencies, significant deficiencies, or material weaknesses.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis.

A material weakness is a deficiency, or combination of deficiencies, in internal control such that there is reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

A significant deficiency is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

GENERAL COMMENTS

INTERNAL CONTROL MATTERS (Cont'd)

With respect to the reporting of internal control matters, standards require that only a significant deficiency and/or a material weakness need be reported in writing to management and those charged with governance.

The deficiencies in internal control, as reported below, are not considered to be significant deficiencies nor material weaknesses. In addition, these deficiencies are not required to be reported in writing however, these deficiencies are presented to management and those charged with governance in this report as a means to present those matters identified in review of the Borough's internal controls and as a means to inform management and those charged with governance as to the auditing standards requirements with respect to internal controls.

During our audit, we noted certain matters involving the internal control and other operational matters that are presented for your consideration. This letter does not affect our report dated September 22, 2014 on the financial statements of the Borough of North Plainfield. Our comments and recommendations, which have been discussed with appropriate members of management, are intended to improve the internal control or result in other operating efficiencies.

We identified certain deficiencies in internal control, as follows:

Internal Control Deficiencies:

Segregation of Duties - Tax/Sewer Utility Collector's Office

Individuals that have the responsibilities and function of cash collections are responsible for the Tax/ Sewer Utility receivable subsidiary ledgers.

Segregation of Duties - Other Offices and Officials Collecting Fees

Conditions exist whereby the same individual may collect, record and deposit/remit cash receipts in the following offices/departments: Construction Code, Fire Prevention, Clerk, Police, Recreation, Court, Public Works and Registrar of Vital Statistics/Board of Health.

These deficiencies in internal control were not considered by us to be significant deficiencies. While basic internal control design objectives include the limiting of any individual's control over a transaction from start to finish, the volume of transactions in the various offices does not justify the hiring of additional staff solely to improve internal control. Instead, we suggest that monitoring controls, including analytical procedures and intra-period comparisons, be utilized to identify unexpected changes in transactional levels for further review.

Internal Control Documentation

Statement on Auditing Standards 115 identifies inadequate documentation of internal controls as a possible deficiency, significant deficiency or material weakness. The Borough initiated the process of documenting its controls, we suggest the Borough consider utilizing the framework established by the Committee of Sponsoring Organizations of the Treadway Commission (COSO) for its documentation, which includes the five components of internal controls, as follows: Control Environment; Risk Assessment; Control Activities; Information and Communication; and Monitoring. In addition, we suggest the documentation also include the internal controls that exist over grant compliance.

GENERAL COMMENTS

OTHER MATTERS

Contracts and Agreements Required to be Advertised Per N.J.S.A. 40A: 11-4

N.J.S.A. 40A: 11-4 states "every contract awarded by the contracting agent for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the governing body of the contracting unit to the lowest responsible bidder after public advertising for bids and bidder therefore, except as is provided otherwise in this act or specifically by any other law. The governing body of a contracting unit may, by resolution approved by a majority of the governing body and subject to subsections b. and c. of this section, disqualify a bidder who would otherwise be determined to be the lowest responsible bidder, if the governing body finds that it has had prior negative experience with the bidder. No work, materials or supplies shall be undertaken, acquired or furnished for a sum exceeding in the aggregate \$21,000.00 except by contract or agreement."

On June 9, 2010, the Local Public Contracts Law was amended, effective on January 1, 2011. The amendments address the bid threshold (Section 7, N.J.S.A. 40A:11-3), thereby increasing the amount from \$21,000.00 to \$26,000.00 under which a contract may be awarded without public advertising. Furthermore, if the Township's Purchasing Agent is "Qualified" the Committee may increase the bid threshold from \$29,000.00 to \$36,000.00. On May 5, 2011, a revised Local Finance Notice was issued which reduced the threshold for Non-QPA municipalities from \$26,000.00 to \$17,500.00.

The governing body of the Municipality has the responsibility of determining whether the expenditures in any category will exceed \$17,500.00 within the fiscal year. Where question arises as to whether any contract or agreement might result in violation of the statute, the Borough Counsel's opinion should be sought before a commitment is made.

A test of the Borough's purchasing procedures indicates bids were requested by public advertising for the following items as disclosed in the official minutes:

Cleaning and Internal CCTV Inspection of Various Sanitary Sewers; Various Road Improvements; Municipal Complex Roof Replacement; Municipal Complex Courtroom Renovation; Borough Council Chambers Renovation Project; Tree Maintenance and Removal Services and Ambulance Replacement.

Our Tests of the Borough's minute records during the current audit period indicated that evidence of the approval of the governing body was sought in 2013 when the Borough planned to utilize state contracts for procurement, however it was not sought when the amount of goods and services purchased exceeded the applicable bid threshold, from specific vendors. This additional approval is required by the governing statute.

Inasmuch as the system of records did not provide for an accumulation of payments for categories for the performance of any work or the furnishing or hiring of any materials or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear cut violations existed.

GENERAL COMMENTS

Contracts and Agreements Required to be Advertised Per N.J.S.A. 40A:11-4 (Cont'd.)

The examination of expenditures disclosed no instances wherein aggregate payments in excess of the bid threshold then in effect, "for the performance of any work or the furnishing or hiring of any materials or supplies", where the clerk was unable to provide proof of advertisement or competitive bidding pursuant to N.J.S.A. 40A:11-4, and resolution awarding a contract pursuant to the statutory exceptions thereto, for the following categories of goods and services:

The examination of expenditures revealed continuing payments were made during 2013 pursuant to special emergency contracts which were awarded in the aftermath of Hurricane Sandy.

Upon inquiry of the various officials responsible for the purchases of materials, supplies, equipment, etc. for the Borough in relation to the Local Public Contracts Laws regarding the solicitation of quotations when required, monitoring of change orders, quantities and unit prices of contracts, procedures to assure compliance with statutory requirements were applied uniformly throughout the year.

The minutes indicate that resolutions were adopted and advertised authorizing the awarding of contracts or agreements for "Professional Services" per N.J.S.A. 40A:11-5, for the following services:

Audit Services; Legal Services; Engineering Services; Professional Risk Management Consulting Services and Specialized Appraisal Services.

Any interpretation as to possible violation of N.J.S.A. 40A:11-4 and N.J.A.C. 5:30-14 would be in the province of the municipal solicitor.

It is recommended:

That the use of state approved contracts as an exception to the Local Public Contracts Law follow the appropriate approval process as set forth in the law, and that any purchase orders issued utilizing state contract pricing include the applicable state contract number on its face as required by governing regulations.

Pay-to-Play Requirements-

An anomaly exists in the "Pay-to-Play" statutes when they are matched with the LPCL requirements to determine compliance requirements. The threshold for Pay-to-Play is set at \$17,500, with no escalator provision. At the time c.271 was enacted, the bid threshold per the LPCL was also set at \$17,500. However, effective June 9, 2010, the bid threshold was increased to \$26,000. This created a gap for compliance, as under c. 271, a contract not awarded using a fair & open process and exceeding \$17,500 triggers the filing of additional documentation relating to ownership of the contracting entity and disclosure of political contributions. Since "Pay-to-Play" laws cover all contracts (not just professional services as some believe) any contract (or aggregation of purchases of similar goods or services) that does not meet "fair and open" standards requires the Borough to obtain the necessary c. 271 documents. The provisions of c. 271 became effective on July 1, 2010. Thus a violation would require the issuance of purchase orders exceeding \$17,500 without a "fair and open" process, and without obtaining the requisite disclosures.

GENERAL COMMENTS

Pay-to-Play Requirements (cont'd.)

(or aggregation of purchases of similar goods or services) that does not meet “fair and open” standards requires the Borough to obtain the necessary c. 271 documents. The provisions of c. 271 became effective on July 1, 2010. Thus a violation would require the issuance of purchase orders exceeding \$17,500 without a “fair and open” process, and without obtaining the requisite disclosures. We noted one non-professional service vendors who had been issued POs exceeding \$17,500 during the audit period without bidding or another form of “fair and open” contracting. We also noted instances wherein the requisite disclosure documents could not be located. We attributed the inability to access these documents to the general disruption that the building renovations created.

Audit tests did not disclose any non-compliance with the Pay-to-Play requirements.

The Borough should continue to monitor all purchases to ensure that the required documentation for compliance with Pay-to-Play regulations is being obtained and maintained in a file that is accessible at all times to all employees in the clerk’s office.

Business Registration Act

During a prior audit, we noted in our testing of vendor registration certificates, required pursuant to the Business Registration Act (P.L. 2004,c.57), that the Borough had made compliance with the provisions of this Act a high priority item, and that the Borough was compliant with this requirement. This improved control process has eliminated an exposure to legal challenges from unsuccessful vendors that could delay procurement process.

Collection of Interest on Delinquent Taxes and Assessments

The statutes provide the method for authorizing interest and the maximum rates to be charged for the underpayment of taxes or assessments on or before the date when they would become delinquent.

The governing body, on January 1, 2013 adopted the following resolution authorizing interest to be charged on delinquent taxes sewer user fees and assessments:

BE IT RESOLVED by the Council of the Borough of North Plainfield that
The Tax Collector is hereby authorized and directed to charge interest on delinquent tax, assessment and sewer user accounts for calendar year 2013, as follows:

Eight percent (8%) on the first one thousand five hundred dollars (\$1,500.00) which is delinquent for a period in excess of ten (10) calendar days, which said percentage shall be chargeable from the due date of payment; and

Eighteen percent (18%) on any amount in excess of one thousand five hundred dollars (\$1,500.00) which is delinquent for a period in excess of ten (10) calendar days, which said percentage shall be chargeable from the due date of payment; and

Six percent (6%) yearly penalty on any tax delinquency, as defined by N.J.S.A. 54:4-67, which exceeds ten thousand dollars (\$10,000.00), provided said delinquency has not been paid prior to the end of the calendar year.

GENERAL COMMENTS

Collection of Interest on Delinquent Taxes and Assessments (Cont'd.)

An examination of the Collector's records indicated that interest on delinquent accounts was calculated in accordance with the foregoing resolution, with minor exceptions noted.

Delinquent Taxes and Tax Title Liens

The Borough held a tax sale on December 4, 2013 and all delinquent items from 2012 were cleared at or prior to the holding of the sale, unless under bankruptcy proceedings.

The following comparison is made of the number of tax title liens receivable on December 31 of the last three years:

<u>Year</u>	<u>Total Liens</u>	<u>Tax Liens</u>	<u>Sewer Liens</u>
2013	9	9	0
2012	5	4	1
2011	5	4	1
2010	5	4	1

Verification of Delinquent Taxes and Other Charges

A test verification of delinquent charges and current payments was made in accordance with the regulations of the Division of Local Government Services, including the mailing of verification notices as follows:

<u>Type</u>	<u>Number Mailed</u>
Payments of 2013 Taxes	25
Delinquent Taxes	6
Tax Title Liens	0
Payments of Sewer Utility Charges	25
Delinquent Sewer Utility Charges	25
Special Assessment	25

The result of the test, which was made as of August 31, 2014, revealed no irregularities for all responses.

Impact of Declining Tax Base on Tax Rates

During the last five years, the Borough has seen a significant decline in the taxable value of the land and improvements that comprise its tax ratable base. From 2009 to 2013, the Borough has seen an overall decline of 6.37% in its ratables, with the largest declines in the taxable values of commercial property (16.16%), industrial property (15.17%) and apartment complexes (11.38%). Over this period, the total tax levy has increased by 9.27%, or slightly less than 2% per year. However, due to the declining tax base, the total property tax rate has increased by almost 17%, or roughly 3.4% per year.

GENERAL COMMENTS

Impact of Declining Tax Base on Tax Rates (Cont'd.)

The impact of a declining ratable base is that property tax rates and individual tax bills will increase at a rate that is greater than the rate of any additional spending on the part of the government. In this instance, the owner of a home assessed at \$150,000 in 2013 is paying an additional \$298 per year in taxes to compensate for the loss in ratables from 2009 levels.

Interfund Balances

The Borough showed the no interfund payable balances on its December 31, 2013 balance sheets. All prior year balances were cleared by cash transfers during 2013.

Investment of Idle Funds

The Chief Financial Office had the idle funds of the Borough in interest-bearing checking accounts pursuant to its Cash Management Plan. During 2012, interest was earned and recorded as revenues in the Current Fund and Sewer Utility Operating Fund in the amounts of \$37,275.70 and \$5,820.03, respectively.

A resolution approving all authorized depositories was approved at reorganization. Pursuant to N.J.S.A. 40A:5-14, a formal cash management plan is approved annually by the governing body. All bank balances and investments held by the Borough were directly confirmed as of December 31, 2013 and April 30, 2014.

Payment of Claims

Claims were examined on a test basis for the year under review and they were found to be in good order with no exceptions noted relating to missing certifications, approval signatures, and supporting documentation. All bill lists are presented to Council for review and approval prior to the disbursement of funds. Tests for compliance with these requirements yielded no exceptions.

Purchase Order and Encumbrance System

The Borough is utilizing a purchase order system for its expenditures in connection with its budgetary accounting system during the year under review. The accounting is processed on a data processing system for budgetary control. Prior years' outstanding encumbrances were reviewed at the close of the year, and adjustments and cancellations were made where appropriate to reflect actual commitments outstanding for budgetary control. Tests of the system identified an increase in the number of confirming purchase orders issued during 2013. A "confirming purchase order" occurs when the purchasing approval process, the encumbrance of available budgetary finds, and the reviews for compliance with the Local Public Contracts Law (the "LPCL") is documented after the time that Borough moneys have been committed by departmental personnel. The failure of departmental personnel to submit requisitions for approvals and determinations as to availability of funds and compliance exposes the Borough to a variety of risks, including possible overexpenditure of appropriations, unauthorized purchases, and noncompliance with the LPCL, pay-to-play laws and business registration requirements.

It is recommended:

That an educational process and/or additional formal purchasing procedures be implemented to assure that no employee of the Borough is permitted to commit funds prior to obtaining an approved purchase order.

GENERAL COMMENTS

Other Officials Collecting Fees

Our reviews of the records maintained for other officials collecting fees, which were designed to determine that minimum levels of internal controls and accountability were met, that cash receipts were deposited or turned over to the Treasurer's accounts within a 48 hour period as required by N.J.S.A. 40A:5-15, that amounts charged were in accordance with the provisions of the Borough Code and that monthly financial reports are being submitted to the Finance Department timely. Our review revealed no exceptions.

Surety Bonds

The "List of Officials", included as part of the Supplementary Data section of this report, discloses the status of surety bond coverage's in effect at December 31, 2013. The bond coverages for the Tax/Utility Collector and the Municipal Court Personnel meet the minimum required by N.J.A.C. 5:30-8.3.

Based upon the new provisions of N.J.A.C. 5:30-8.3 and 8.4, local units are encouraged to utilize new recommended amounts in lieu of the minimum amounts in order to provide a higher level of security of public funds. The Borough's coverages meet the suggested levels of the revised Administrative Code.

Municipal Court

The financial records maintained by the Municipal Court during the period under review were found to be in good condition. The examination of the general account indicated that deposits were properly recorded and spread by receipt category, cash was reconciled monthly and disbursements were made to the appropriate agencies on a timely basis.

The examination of the bail account's financial and supporting records maintained by the Municipal Court indicated continued improvement in the completeness of the records. Monthly reconciliations were performed.

The process of traffic and criminal cases entered on the State's on-line computer system was found to be good.

Developer Escrow Accounting Law Amendments

As noted in previous reports, changes have been made in Chapter 55, Laws of 1995 relating to the management of developer escrow funds effective September 17, 1995. The billing and reporting requirements imposed on the Borough by this law change are significant.

We noted that cash receipt and disbursement records maintained for escrow fund transactions continued to provide the necessary degree of detail, and that an appropriate and timely form of escrow deposit accounting had been implemented both in-house and through the new escrow bank account. The Borough is in compliance with the Municipal Land Use Act (N.J.S.A. 40:55D-53.1)

Our review of Other Trust Funds maintained by the Borough included a review of the list of approved funds maintained by the Division of Local Government Services. All dedicated funds maintained by the Borough were included on the approved list by the Division.

GENERAL COMMENTS

Other Trust Funds

During 2013, the Borough continued utilizing the new accounting system and general ledgers for the various general trust funds for which individual bank accounts are maintained. The Borough records provided accountability to insure the funds are available for specified uses.

Condition of Records - Finance Department

The records maintained by the Finance Department during the period were reviewed. A general ledger was maintained for each fund. Minor adjustments were required to be posted and recorded within the general ledger accounting and reporting system in order to utilize the ledger as the basis for financial statement – statutory basis preparation and presentation.

Prospective Assessments Funded

At December 31, 2013, there remains \$68,203.44 of unbilled assessments on the books of the Trust-Assessment Fund. The origins of this balance dates back almost twenty years, to local projects approved, for which the funding of the project costs was to be derived in whole or in part with moneys billed and collected from the benefitted property owners for sidewalks, curbing and similar improvements. These projects were bonded and, at December 31, 2007 the bonds issued in the amount of \$175,000 have fully matured and have been paid through the general budget of the Borough. Accordingly, in the event that the assessment process cannot go forward, cancellation will not have an impact on the budgets or financial position of the Borough. No actions to levy or cancel these prospective assessments have occurred in the intervening six years. This matter should be reviewed with legal counsel to determine if this item can be billed or should be cancelled. As of the date of this audit the Borough has not made any determination on how to proceed.

It is recommended that prospective assessments greater than five years old be reviewed for confirmation or cancellation, as appropriate.

Payroll Fund

Audit testing of salaries and wages paid by the Borough revealed no exceptions to the amounts or rates of pay for the items tested to approved salaries by resolution or negotiated contract. During 2013, the evidence of supervisory reviews and approvals of timesheets prior to submission to the payroll office revealed no exceptions.

Condition of Records – Tax/Sewer Office

The condition of the records maintained by the Tax Collector was found to be in good condition. Computerized real estate tax billings and billing adjustments were found to be in good order. The 2013 tax levy was proved to the billing records, and collection activity was proved to cash receipts records on a monthly basis.

Sewer Utility Fund

The results of operation for the Sewer Utility Operating Fund are set forth in Exhibit "D-1" of this report. Realized revenues amounted to \$2,346,384.40 and expenditures amounted to \$1,974,403.35 resulting in excess revenues of \$371,981.05.

GENERAL COMMENTS

Sewer Utility Fund (Cont'd.)

The calculation of "Self-Liquidating Purpose" utility operations per N.J.S.A. 40A:2-45 resulted in excess revenues for debt statement purposes of \$224,382.51, which allows for the deduction of Sewer Utility Debt in the calculation of statutory net debt of the Borough at December 31, 2013. A reconciliation of excess revenues from operations (Exhibit D-1) and the excess in revenues for debt statement purposes is included in the "Notes to Financial Statements".

Tests of certificates of occupancy, connection permits and billing records indicated that there were no new connection permit issued in 2013 for new dwellings.

Administration and Accounting for State & Federal Grants

The Borough operated various programs during 2013, which were funded in whole or in part by State or Federal grant assistance. These programs often vary as to the application and approval process, matching funds requirements, grant periods, required approvals for modification of budgets and the timing and frequency of financial reporting. A separate grant fund was maintained to allow for the separate recording of grant activity. The examination of these grant programs indicated that the Borough had expended grant funds during 2013 for the purposes authorized and monitoring procedures appeared adequate to assure that grant objectives were met. A full review of the status of each grant program for infrastructure improvements should be performed to annually determine that all grant expenditures were charged appropriately (either to grant accounts or capital project accounts based upon the underlying authorizations), that project financial reports of expenditures are in agreement with the Borough's official financial records, that all reimbursements due to the Borough have been received or have been requisitioned, and that unexpended balances relating to completed programs and expired grants have been cancelled in a timely manner. The Borough has performed review during the 2012 and 2013 fiscal years, and has made appropriate adjustments to the Grant receivable and reserves balances.

The audit procedures, which were applied in the tests of grant programs, disclosed no material instances of noncompliance with the terms and conditions of the grant agreements and assurances made in the acceptance of these grant funds.

Compliance with New Jersey Administration Code 5:30:

The Division of Local Government Services, Department of Community Affairs, State of New Jersey has issued Technical Accounting Directives (TADs) which require New Jersey municipalities to develop and maintain certain accounting systems and records to comply with the statutory basis of accounting. The Local Finance Board, State of New Jersey, has codified these TADs in the New Jersey Administrative Code, as follows:

GENERAL COMMENTS

Compliance with New Jersey Administration Code 5:30 (Cont'd.):

N.J.A.C. 5:30 – 5.2 – Encumbrance Systems: This directive requires the development and implementation of accounting systems, which can reflect the commitment of funds at the point of commitment. Based upon the improvements brought about by the implementation of the new accounting systems, the Borough is in full compliance with this directive.

N.J.A.C. 5:30 – 5.6 – Accounting for Governmental Fixed Assets: This directive requires the development and implementation of accounting systems which assign values to covered assets and can track additions, retirements and transfers of inventoried assets. The Borough has completed an inventory of Fixed Assets as of December 31, 2008, and is now in full compliance with this directive.

N.J.A.C. 5:30 – 5.7 - General Ledger Accounting System: This directive requires the establishment and maintenance of a general ledger for, at least, the Current Fund. Based upon the improvements brought about by the implementation of the new accounting systems, the Borough is now in full compliance with this directive.

Compliance with Local Finance Notices

In accordance with Local Finance Notice No. CFO-10, Uniform Construction Code, expenditure records were tested for compliance with N.J.A.C. 5:23.17(c)2, and no exceptions were noted for those items tested.

The minutes indicated that a corrective action plan for the Year 2011, pursuant to Local Finance Notice No. 92-15 issued by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, had been prepared and filed within the statutory deadline.

Status of Prior Year Recommendations

Except as noted, corrective actions were taken prior to the filing of the 2012 Report of Audit to correct any matters that were the subject of recommendations included in the 2011 Report of Audit.

RECOMMENDATIONS

We recommend the following:

That the use of state approved contracts as an exception to the Local Public Contracts Law follow the appropriate approval process as set forth in the law, and that any purchase orders issued utilizing state contract pricing include the applicable state contract number on its face as required by governing regulations.

That an educational process and/or additional formal purchasing procedures be implemented to assure that no employee of the Borough is permitted to commit Borough funds prior to obtaining an approved purchase order.

That prospective assessments greater than five years old be reviewed for confirmation or cancellation, as appropriate.

* * * * *

ACKNOWLEDGMENT

The problems and weaknesses noted in our audit were not of such magnitude that they would affect our ability to express an opinion on the financial statements taken as a whole.

Should any questions arise as to our comments or recommendations or should you desire assistance in implementing our recommendations, please do not hesitate to contact us.

During the course of our engagement we received the complete cooperation of the various officials of the Borough, and the courtesies extended to us were greatly appreciated.

Respectfully submitted,

HODULIK & MORRISON, P.A.

A handwritten signature in black ink, appearing to read "Robert S. Morrison". The signature is written in a cursive style with a large initial "R".

Robert S. Morrison
Registered Municipal Accountant
No. 412