

**COMPREHENSIVE ANNUAL FINANCIAL REPORT OF THE  
TOWNSHIP OF MAPLEWOOD  
FOR THE YEAR ENDED DECEMBER 31, 2012**

**TOWNSHIP OF MAPLEWOOD  
COUNTY OF ESSEX, NEW JERSEY**

**OUTLINE OF CAFR**

	<u>PAGE</u>
<b>INTRODUCTORY SECTION</b>	
Letter of Transmittal .....	2
Roster of Officials and Report on Surety Bonds .....	6
Consultant and Advisors .....	7
<b>FINANCIAL SECTION</b>	
Independent Auditor's Report .....	9
<b>GENERAL PURPOSE FINANCIAL STATEMENTS</b>	
A-1 Combined Assets, Liabilities, Reserves and Fund Balance - All Fund Types and Account Groups - Regulatory Basis .....	13
A-2 Combined Revenues, Expenses and Changes in Fund Balance - Regulatory Basis - Budget and Actual .....	15
<b>NOTES TO FINANCIAL STATEMENTS</b> .....	17
<b>COMBINING AND INDIVIDUAL FUND AND ACCOUNT GROUP STATEMENTS AND SCHEDULES B THROUGH F</b>	
B. Current Fund:	
B-1 Comparative Assets, Liabilities and Fund Balance - Regulatory Basis.....	38
B-2 Comparative Operations and Changes in Fund Balance - Regulatory Basis .....	40
B-3 Revenues and Other Credits to Income - Regulatory Basis .....	42
B-4 Expenditures and Other Charges to Income - Regulatory Basis .....	45
B-5 Taxes Receivable and Analysis of Property Tax Levy .....	53
B-6 Tax Title Liens.....	54
B-7 Property Acquired for Taxes at Assessed Valuation.....	54
B-8 Sewer User Charges Receivable (Joint Meeting) .....	55
B-9 Sewer User Liens.....	56
B-10 Other Liens Receivable.....	56
B-11 Grants Receivable.....	57
B-12 Deferred Charges - N.J.S. 40A:4-53 Special Emergency.....	60
B-13 Appropriation Reserves.....	61
B-14 Local School District Tax Payable.....	66
B-15 County Taxes Payable .....	66
B-16 Municipal Open Space Taxes .....	67
B-17 Due to Special Improvement District.....	67
B-18 Special Emergency Note Payable.....	68
B-19 Appropriated Reserves for Grant Expenditures .....	69
B-20 Accumulated Revenue - Unappropriated.....	74
C. Trust and Agency Fund:	
C-1 Comparative Assets, Liabilities and Reserves - Regulatory Basis.....	75
C-2 Reserve for Animal Control Expenditures.....	76
C-3 Other Deposits .....	77

**COMBINING AND INDIVIDUAL FUND AND ACCOUNT GROUP STATEMENTS AND  
SCHEDULES B THROUGH F (Continued)**

D. General Capital Fund:

D-1	Comparative Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis .....	78
D-2	Changes in Fund Balance - Regulatory Basis .....	79
D-3	Analysis of Cash and Investments .....	80
D-4	Grants Receivable.....	82
D-5	Loans Receivable.....	83
D-6	Deferred Charges to Future Taxation - Unfunded .....	84
D-7	Improvement Authorizations .....	85
D-8	Green Acres Trust Loan Payable.....	88
D-9	N.J. Environmental Infrastructure Trust Loan Payable .....	89
D-10	Refunding Bonds Payable.....	90
D-11	Serial Bonds Payable.....	91
D-12	Bonds and Notes Authorized but Not Issued .....	92

E. Swimming Pool Utility Fund:

E-1	Comparative Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis .....	93
E-2	Comparative Operations and Changes in Fund Balance - Regulatory Basis .....	94
E-3	Changes in Fund Balance - Regulatory Basis .....	95
E-4	Revenue - Regulatory Basis .....	96
E-5	Expenditures - Regulatory Basis.....	97
E-6	Analysis of Swimming Pool Utility Capital Cash and Investments .....	98
E-7	Fixed Capital - Swimming Pool and Facilities .....	99
E-8	Appropriation Reserves.....	100
E-9	Improvement Authorizations .....	101
E-10	Reserve for Amortization.....	102
E-11	Deferred Reserve for Amortization .....	102
E-12	Serial Bonds Payable.....	103
E-13	Bonds and Notes Authorized but Not Issued .....	104

F. Statistical Section

F-1	Current Fund Expenditures by Function .....	106
F-2	Swimming Pool Utility Operating Fund Expenditures by Function .....	107
F-3	Current Fund Revenues by Source.....	108
F-4	Property Tax Rates Per \$100 of Assessed Valuation.....	109
F-5	Property Tax Levies and Collections.....	110
F-6	Delinquent Taxes and Tax Title Liens.....	111
F-7	Assessed Value and Estimate of Total Value .....	112
F-8	Schedule of Ten Highest Taxpayers.....	113
F-9	Computation of Legal Debt Margin and Overlapping Debt .....	114
F-10	Ratio of Bonded Debt, Bond Anticipation Notes and Loans to Equalized Value and Debt Per Capita .....	115
F-11	Ratio of Annual Debt Service Expenditures - Current Fund .....	116
F-12	Swimming Pool Utility - Self-Liquidating Calculation per N.J.S.A. 40A:2-45.....	117

**SINGLE AUDIT ATTACHMENTS**

Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i> .....	119
Report on Compliance for Each Major Program; Report on Internal Control Over Compliance and Report on the Schedule of Expenditures of Federal and State Awards Required by OMB Circular A-133 and New Jersey Circular OMB 04-04 .....	121
Schedule of Expenditures of Federal Awards for the Year Ended December 31, 2012.....	124
Schedule of Expenditures of State Financial Assistance Programs for the Year Ended December 31, 2012.....	125
Notes to the Schedules of Expenditures of Federal Awards and State Financial Assistance - December 31, 2012.....	129
Schedule of Findings and Questioned Costs - Year Ended December 31, 2012.....	130
Summary Schedule of Prior Year Audit Findings - December 31, 2012.....	133

**GENERAL COMMENTS AND RECOMMENDATIONS**

Management Letter .....	135
General Comments .....	136
Recommendations .....	143

**INTRODUCTORY SECTION**



# Township of Maplewood

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**Joseph F. Manning**  
Business Administrator

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August 16, 2013

Township Committee  
Township of Maplewood  
574 Valley Street  
Maplewood, NJ 07040

Dear Members of the Maplewood Township Committee and Citizens of the Township of Maplewood:

The Comprehensive annual financial report of the Township of Maplewood for the year ended December 31, 2102 is hereby submitted as mandate by state statute. New Jersey statute requires that the Township of Maplewood issue annually a report on its financial position and activity, and that this report be audited by an independent Registered Municipal Accountant. Responsibility for both the accuracy of the data, and the completeness and fairness of the presentation, including all disclosures, rests with the management. To the best of our knowledge and belief, the enclosed data are accurate in all materials respects. All disclosures necessary to enable the reader to gain an understanding of the Township of Maplewood's activities have been included.

The comprehensive annual financial report is presented in five sections: introductory, financial, statistical, single audit and general comments and recommendations. The introductory section which is unaudited, includes this letter of transmittal, an organization chart and a list of the Township of Maplewood's principal elected and appointed officials, The financial section includes the general purpose financial statements and the combining and individual fund and account group financial statement and schedules, as well as the independent auditor's report on these financial statements and schedules. The statistical section which is unaudited includes selected financial and demographic information, generally presented on a multi-year basis. The single audit section includes the auditor's report and the schedules of federal and state financial statements. The Township is required to undergo an annual single audit in conformity with the provisions of the Single Audit Act of 1984 and the U.S. Office of Management and Budget's Circular A-133, "Audits of State and Local Governments" and State Treasury Circular 04-04-OMB.

The financial reporting entity (the government) includes all the funds and account groups of the Township of Maplewood. Component unit as defined by the Governmental Accounting Standards Board are not presented as the State of New Jersey does not require that component units be considered for reporting purposes. The government provides a full range of services including police and fire protection; the maintenance and construction of roads and related infrastructure; recreation and cultural affairs; and health services.

The Township of Maplewood is a municipality located approximately 16 miles west of the City of New York. It has a population of approximately 24,000 according to the 2010 census. The Township is served by Springfield Avenue (formerly a state highway) and Valley Street a county roadway. The Township was incorporated in 1922. The voters elect its governing body of five members on an annual basis with two, two and one member(s) up for election in any one year. The members of the Township Committee vote among themselves each year for a chair that serves a "mayor" who functions as the chief executive office of the Township. The governing body appoints a business administrator who is the Township's chief operating officer. The Township is approximately 3.8 square miles in area. The government is empowered to levy taxes on real property of which 90% of the properties are residential and the remaining 10% are commercial.

The Township's economic environment has stabilized and there was no reduction in workforce or mandatory furlough days in 2012. A major pharmacy located on Springfield Avenue in Redevelopment Zone Three. Ground was broken at another redevelopment project on Springfield Avenue in Redevelopment Zone One. Additional retail space and seven apartment units will soon rise on the property. An additional 126 units of rental housing and eight condominium units known as "Maplewood Crossings" begin construction in late 2012 and will be available for renting in late 2013. Deals (a higher-end thrift store) opened its doors in 2012 on Springfield Avenue in a converted former automobile dealership and service area. As part of that project, Ashley Furniture joined Deals in the location. Lastly, the Township sold land it owned formerly the location of the Maplewood Police Department and Court, to a developer who began construction 50 rental units. The project is known as "The Station House".

## MAJOR INITIATIVES

The governing body identified several major improvements that were needed to meet the citizens' demands for services and to safeguard the environment in conformity with federal and state standards. These improvements include the continued monitoring and remediation of environmentally impacted town-owned properties; continued road improvement projects; completion of the Phase I Upper Ridgewood Road Drainage Project; renovations to the municipal community pool; continued progress on developing Redevelopment Areas I, II, and III and the purchase of 60 Woodland Road (former Woman's Club) for community use through a partnership with a non-profit organization. In addition the Township continues to seek additional partners for sharing services. The Township is seeking to be awarded Silver Status municipality through the Sustainable Jersey process.

## FUTURE INITIATIVES

The governing body is expected to undertake two of its biggest redevelopment challenges to date. The first is the sale and redevelopment of the U. S. Post Office and mail sorting facility on Maplewood Avenue in the heart of Maplewood Village. Much time and effort has been expended to obtain residents' input about the future look and function of this once in a lifetime opportunity to impact Maplewood Village. An RFQ/Letters of Interest was issued and the return date for those proposals is September 11, 2013. In addition the Township is working with the U.S. Postal Service to relocate the Maplewood Village Postal facility elsewhere in Maplewood.

The second big impact project is the private sale and redevelopment of the Public Service Electric and Gas Research Facility on Boyden Avenue at Springfield Avenue. The governing body had a study completed which determined that the area was in need of redevelopment. Possible future uses of the project are retail or rental housing and over retail.

The Township is exploring the possibility of purchasing Information Technology services and Animal Control Services from a neighboring municipality.

## FINANCIAL INFORMATION

Management of the government is responsible for establishing and maintaining an internal control structure designed to insure that the assets of the Township are protected from loss, theft or misuse and to ensure that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with accounting principles prescribed by the Division of Local Government Services, State of New Jersey. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

As a recipient of federal, state and local financial assistance, the government is also responsible for ensuring that an adequate internal control structure is in place to ensure and document compliance with applicable laws and regulations related to these programs. This internal control structure is subject to periodic evaluation by management and internal audit staff of the government.

As part of the government's single audit, tests were made of the government's internal control structure and of its compliance with applicable laws and regulation, including those related to federal financial assistance programs. Although this testing was not sufficient to support an opinion on the Township's internal control system or its compliance with laws and regulation related to non-major federal or state financial assistance programs, the audit for the year ended December 31, 2011 disclosed no material internal control weaknesses or material violations of laws and regulations.

In addition, the Township maintains extensive budgetary controls. The objective of these controls is to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the Township Committee. The current and utility funds have legally adopted budgets in accordance with state statute. Project length budgets are established via ordinance for the general and utility capital funds. An encumbrance accounting system is used to record outstanding purchase commitments on a line item basis. Open encumbrances at year-end are considered part of liabilities at the end of the year and are expended in the subsequent year.

#### Financial Information

The following schedule presents a summary of the Current Fund for the years ended December 31, 2012 and 2011.

COMPARATIVE STATEMENTS OF OPERATIONS  
REGULATORY BASIS  
FOR THE YEARS ENDED DECEMBER 31, 2012 AND 2011

	<u>2012</u>	<u>2011</u>
<u>Revenues and Other Income Realized</u>		
Fund Balance Utilized	\$ 1,796,325.00	\$ 1,111,000.00
Miscellaneous Revenues	7,255,313.00	7,443,907.00
State Aid	1,834,693.00	1,834,693.00
State and Federal Grants	192,084.00	203,716.00
Receipts from Delinquent Taxes	1,359,308.00	1,255,576.00
Amount to be Raised by Taxation	26,205,086.00	26,132,944.00
Non-budgeted Revenue	490,261.00	124,504.00
Other Credits to Income	1,322,859.00	1,594,299.00
Taxes Allocated to School, County, Special District and Municipal Open Space	77,364,404.00	75,580,268.00
Total Revenues	<u>117,820,333.00</u>	<u>115,280,907.00</u>
<u>Expenditures:</u>		
General Government	10,800,465.00	11,380,629.00
Public Safety	12,362,362.00	12,779,827.00
Public Works	3,288,290.00	3,383,450.00
Health and Welfare	275,347.00	268,103.00
Recreation and Education	533,000.00	495,100.00
Deferred Charges and Statutory Expenditures	3,774,722.00	3,896,959.00
State and Federal Grants	201,409.00	210,641.00
Capital Improvements	200,000.00	100,000.00
Debt Service	5,041,537.00	4,335,328.00
Reserve for Uncollected Taxes	1,429,000.00	1,328,000.00
Nonbudget Expenditures	887,043.00	160,643.00
Taxes Allocated to School, County, Special District and Municipal Open Space	77,364,404.00	75,580,268.00
Total Expenditures	<u>116,157,579.00</u>	<u>113,918,948.00</u>
Excess in Revenue	<u>\$ 1,662,754.00</u>	<u>\$ 1,361,959.00</u>

## UTILITY OPERATIONS

The Township operates a pool utility and the community pool is open to residents, their families and guest for a membership fee. The community pool was open over 40 years ago. In 2012 the Township completed a major capital renovation started in 2011. The pool utility is self-liquidating and with some increases in fees we are able to remain self-liquidating while paying staff and expenses including the bond principal and interest for the renovations.

## DEBT ADMINISTRATION

## CASH MANAGEMENT

The investment policy of the Township is guided by state statute. The Township has adopted a cash management plan which requires it to deposit funds in public depository protected from loss under the provisions of the Governmental Unit Deposit Protection Act (GUDPA). GUDPA protects deposits at participating institutions when the balance exceeds the FDIC insurance of \$250,000.00. Return on bank instruments has been minimal for several years due to national monetary policies.

## RISK MANAGEMENT

The Township participates in The Garden State Municipal Joint Insurance Fund. The fund provides various types of insurance to participating members. The fund purchases reinsurance to protect it from catastrophic loss.

## OTHER INFORMATION

*Independent audit* - State statute requires an annual audit by an Independent Registered Municipal Accountant. The accounting firm of Samuel Klein and Company, CPAs was selected by the Township. In addition to meeting the requirement set forth in state statutes, the audit was also designed to meet the requirement of the federal Single Audit Act of 1984 and the related OMB Circular A-133 and State Treasury Circular 04-04 - OMB. The auditor's report on the general purpose financial statements and the combining and individual fund statements and schedules are included in the financial section of this report. The auditor's report related to the single audit is included in the single audit section.

## ACKNOWLEDGMENTS

We wish to thank the employees of all departments for their faithful service to the members of the community and to the Township Committee for their support.

Respectfully submitted,

  
Joseph Manning, Business Administrator

  
Peter Fresulone, Chief Financial Officer

**ROSTER OF OFFICIALS AND REPORT ON SURETY BONDS**

**2012**

<u>Official</u>	<u>Position</u>	<u>Surety Bond</u>
Victor DeLuca	Mayor	\$
Kathleen M. Leventhal	Deputy Mayor	
Marlon K. Brownlee	Committee Member	
India R. Larrier	Committee Member	
Gerard W. Ryan	Committee Member	
Elizabeth J. Fritzen	Township Clerk	*
Joseph Manning	Business Administrator	
Peter Fresulone	Chief Financial Officer Collector of Taxes	*
Stanley M. Varon	Municipal Court Judge	*
Ryan X. Bancroft	Municipal Court Administrator	*

A Public Employee Dishonesty Bond was issued by the Garden State Municipal Joint Insurance Fund, in the amount of \$1,000,000.00 per loss, and covers all employees.

\*The statutory bond coverage was issued by the Travelers Casualty and Surety Company of America in the amount of \$1,000,000.00.

**TOWNSHIP OF MAPLEWOOD**  
**CONSULTANT AND ADVISORS**  
**DECEMBER 31, 2012**

**AUDIT FIRM**

Samuel Klein and Company  
Certified Public Accountants  
550 Broad Street, 11<sup>th</sup> Floor  
Newark, New Jersey 07102-4517

**ATTORNEY**

Roger J. Desiderio, Esq.  
Bendit Weinstock  
80 Main Street  
West Orange, New Jersey 07052

**BOND COUNSEL**

McManimon, Scotland & Baumann, LLC  
75 Livingston Avenue  
Roseland, New Jersey 07068

**OFFICIAL DEPOSITORIES**

Valley National Bank  
Bank of America  
Wachovia Bank  
New Jersey State Cash Management Fund  
New Jersey ARM  
New Jersey Asset and Rebate Management

**FINANCIAL SECTION**

# SAMUEL KLEIN AND COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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NEWARK, N.J. 07102-4543  
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## REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM; REPORT ON INTERNAL CONTROL OVER COMPLIANCE AND REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS REQUIRED BY OMB CIRCULAR A-133 AND NEW JERSEY CIRCULAR OMB 04-04

### INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and Members  
of the Township Committee  
Township of Maplewood  
Maplewood, New Jersey 07040

#### Report on Compliance for Each Major Federal and State Program

We have audited the Township of Maplewood in the County of Essex, State of New Jersey, compliance with the types of compliance requirements described in the OMB Circular A-133 *Compliance Supplement*, and the New Jersey State Office of Management and Budget's *State Grant Compliance Supplement* that could have a direct and material effect on each of the Township's major federal and state programs for the year ended December 31, 2012. The Township'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 major federal and state programs.

#### Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Township'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 Local Government Services, Department of Community Affairs, State of New Jersey and OMB Circular A-133, and the provisions of State Treasury Circular Letter 04-04 OMB, *Audits of State, Local Governments, and Nonprofit Organizations* and the New Jersey State Office of Management and Budget's *State Grant Compliance Supplement*. Those standards and OMB Circular A-133 and NJOMB 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 or state program occurred. An audit includes examining, on a test basis, evidence about the Township'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 on the Township's compliance.

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

As described in Note 1, these financial statements have been prepared in conformity with accounting principles prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to demonstrate compliance with the modified accrual basis, with certain exceptions, and the budget laws of New Jersey. The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 1 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 the 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 Township as of December 31, 2012 and 2011, and the results of its operations 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 of the various funds of the Township of Maplewood at December 31, 2012 and 2011, and the results of operations and changes in fund balance, where applicable, of such funds, thereof for the years then ended, in accordance with accounting principles on the basis of financial reporting provisions prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, as described in Note 1.

## **Other Matters**

### *Supplementary Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's financial statements. The supplementary schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basis financial statements. The accompanying schedules of expenditures of federal and state awards are not a required part of the financial statements, and are presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Nonprofit Organizations*; and New Jersey's OMB Circular NJOMB 04-04, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid*.

The supplementary schedules and the schedules of expenditures of federal and state awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the 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. In our opinion, the supplementary schedules and the schedules of expenditures of federal and state awards are fairly stated, in all material respects, in relation to the financial statements taken as a whole.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated July 24, 2013 on our consideration of the Township of Maplewood'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 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 Township of Maplewood's internal control over financial reporting and compliance.



SAMUEL KLEIN AND COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS



JOSEPH J. FACCIONE, RMA, PA

Newark, New Jersey  
July 24, 2013

**GENERAL PURPOSE FINANCIAL STATEMENTS**

TOWNSHIP OF MAPLEWOOD  
 COMBINED STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE -  
 ALL FUND TYPES AND ACCOUNT GROUPS - REGULATORY BASIS  
 DECEMBER 31, 2012  
 (WITH COMPARATIVE TOTALS FOR 2011)

Exhibit A-1  
 Sheet #1

ASSETS AND OTHER DEBITS	Governmental Funds		Trust Funds <sup>(1)</sup>	Swimming Pool Utility		Capital Fixed Assets	Totals - Memorandum Only	
	Current	General Capital		Operating	Capital		2012	2011
Cash and Cash Equivalents	\$ 6,446,695.26	\$ 4,160,705.15	\$ 3,817,154.15	\$ 96,379.71	\$ 174,054.47	\$	\$ 14,894,988.74	\$ 16,400,064.27
Intergovernmental Receivable		337,877.00					337,877.00	1,254,968.91
Receivable and Other Assets:								
Delinquent Property Taxes	1,652,463.46						1,652,463.46	1,383,198.81
Liens Receivable	246,720.17						246,720.17	228,298.73
Property Acquired for Taxes - Assessed Valuation	322,500.00						322,500.00	322,500.00
Sewer Charges Receivable	196,076.63						196,076.63	135,709.40
Other Accounts Receivable	38,583.95		82,782.59				121,366.54	119,294.26
Interfunds Receivable	944,767.69			250.00	5,999.65		951,017.34	930,983.10
Deferred Charges	220,000.00	46,887,154.88					47,107,154.88	49,132,040.48
Fixed Capital					4,050,602.82		4,050,602.82	3,850,602.82
Fixed Assets						85,617,054.00	85,617,054.00	90,372,109.00
Federal and State Grant Fund:								
Grants Receivable	656,611.49						656,611.49	838,104.68
	<u>\$ 10,724,418.65</u>	<u>\$ 51,385,737.03</u>	<u>\$ 3,899,936.74</u>	<u>\$ 96,629.71</u>	<u>\$ 4,230,656.94</u>	<u>\$ 85,617,054.00</u>	<u>\$ 155,954,433.07</u>	<u>\$ 164,967,874.46</u>

TOWNSHIP OF MAPLEWOOD  
COMBINED STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE -  
ALL FUND TYPES AND ACCOUNT GROUPS - REGULATORY BASIS  
DECEMBER 31, 2012  
(WITH COMPARATIVE TOTALS FOR 2011)

Exhibit A-1  
Sheet #2

LIABILITIES, RESERVES AND FUND BALANCE	Governmental Funds			Swimming Pool Utility		Capital	Totals - Memorandum Only	
	Current	General Capital	Trust Funds <sup>(1)</sup>	Operating	Capital	Fixed Assets	2012	2011
Appropriated Reserves	\$ 2,284,520.90	\$	\$	\$ 7,832.50	\$	\$	\$ 2,292,353.40	\$ 2,275,922.08
Intergovernmental Payables	65,111.91		103,149.16				168,261.07	185,706.05
Other Liabilities and Reserves	1,753,909.66	138,976.86	3,737,120.84	9,958.33			5,639,965.69	4,434,887.57
Improvement Authorizations		6,986,817.80			261,533.35		7,248,351.15	8,354,358.03
Interfunds Payable	610,650.88	171,791.76	59,666.74	7,761.89	101,146.07		951,017.34	930,983.10
Reserve for Amortization					2,281,002.82		2,281,002.82	2,281,002.82
Deferred Reserve for Amortization					251,900.00		251,900.00	121,900.00
Special Emergency Notes	220,000.00						220,000.00	330,000.00
Serial Bonds		26,496,000.00			1,317,000.00		27,813,000.00	44,210,000.00
Refunding Bonds		16,220,000.00					16,220,000.00	4,065,000.00
Loans Payable		1,119,637.45					1,119,637.45	1,138,801.31
Reserve for Receivables and Other Assets	3,394,011.90	83,209.43					3,477,221.33	2,347,816.44
Federal and State Grant Fund:								
Appropriated Reserves	591,901.35						591,901.35	1,074,856.17
Unappropriated Reserves	38,010.14						38,010.14	75,810.99
Investment in Fixed Assets						85,617,054.00	85,617,054.00	90,372,109.00
Fund Balance	1,766,301.91	169,303.73		71,076.99	18,074.70		2,024,757.33	2,768,720.90
	<u>\$ 10,724,418.65</u>	<u>\$ 51,385,737.03</u>	<u>\$ 3,899,936.74</u>	<u>\$ 96,629.71</u>	<u>\$ 4,230,656.94</u>	<u>\$ 85,617,054.00</u>	<u>\$ 155,954,433.07</u>	<u>\$ 164,967,874.46</u>
Bonds and Notes Authorized but Not Issued		<u>\$ 3,051,517.43</u>			<u>\$ 200,700.00</u>		<u>\$ 3,252,217.43</u>	<u>\$ 835,939.17</u>

(1) Includes Animal Control, General and Public Assistance Trust Funds.

See accompanying notes to financial statements.

TOWNSHIP OF MAPLEWOOD  
COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE - REGULATORY BASIS  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 2012

Exhibit A-2  
Sheet #1

	<u>Current Fund</u>			<u>Swimming Pool Operating Fund</u>		
	<u>Budget as Modified</u>	<u>Actual</u>	<u>Variance</u>	<u>Budget as Modified</u>	<u>Actual</u>	<u>Variance</u>
<b>Revenues:</b>						
Fund Balance Anticipated	\$ 1,796,325.00	\$ 1,796,325.00	\$	\$ 17,864.00	\$ 17,864.00	\$
Miscellaneous Revenues	5,102,573.62	5,540,864.91	438,291.29	53,000.00	83,155.63	30,155.63
State Aid	1,834,693.00	1,834,693.00				
State and Federal Grants	192,083.73	192,083.73				
Special Items	1,678,004.99	1,714,447.95	36,442.96			
Membership Fees				541,000.00	675,778.24	134,778.24
Membership Fees - Additional				80,000.00		(80,000.00)
Due from Pool Capital				9,958.00		(9,958.00)
Pool Concession - Additional				10,000.00		(10,000.00)
Capital Surplus				63,367.00	63,367.00	
Receipts from Delinquent Taxes	1,368,506.00	1,359,307.74	(9,198.26)			
Amount to be Raised by Taxation	<u>26,929,287.95</u>	<u>26,205,086.20</u>	<u>(724,201.75)</u>			
<b>Total Budget Revenues</b>	<b>38,901,474.29</b>	<b>38,642,808.53</b>	<b>(258,665.76)</b>	<b>775,189.00</b>	<b>840,164.87</b>	<b>64,975.87</b>
<b>Other Credits to Income</b>		<u>79,177,524.76</u>	<u>79,177,524.76</u>		<u>5,862.74</u>	<u>5,862.74</u>
<b>Total Revenues</b>	<u>38,901,474.29</u>	<u>117,820,333.29</u>	<u>78,918,859.00</u>	<u>775,189.00</u>	<u>846,027.61</u>	<u>70,838.61</u>
<b>Expenditures:</b>						
Within "CAPS":						
General Government	6,238,801.00	5,953,801.00	285,000.00			
Public Safety	11,731,652.00	11,171,652.00	560,000.00			
Public Works	3,298,290.00	3,288,290.00	10,000.00			
Health and Welfare	249,447.00	249,447.00				
Recreation and Education	533,000.00	533,000.00				
Uniform Construction Code	440,398.00	440,398.00				
Unclassified	844,419.00	844,419.00				
Deferred Charges and Statutory Expenditures	3,664,722.61	3,664,722.61				

TOWNSHIP OF MAPLEWOOD  
COMBINED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND BALANCE - REGULATORY BASIS  
BUDGET AND ACTUAL  
FOR THE YEAR ENDED DECEMBER 31, 2012

Exhibit A-2  
Sheet #2

	Current Fund			Swimming Pool Operating Fund		
	Budget as Modified	Actual	Variance	Budget as Modified	Actual	Variance
Expenditures:						
Excluded from "CAPS":						
Operating	\$ 4,828,456.95	\$ 4,778,456.95	\$ 50,000.00	\$ 615,189.00	\$ 615,189.00	\$
Deferred Charges and Statutory Expenditures	110,000.00	110,000.00		30,000.00	30,000.00	
Public and Private Programs	201,408.73	201,408.73				
Capital Improvements	200,000.00	200,000.00				
Debt Service	5,131,879.00	5,041,537.05	90,341.95	130,000.00	130,000.00	
Reserve for Uncollected Taxes	1,429,000.00	1,429,000.00				
	38,901,474.29	37,906,132.34	995,341.95	775,189.00	775,189.00	
Total Budget Expenditures						
Other Expenses		78,251,447.13	(78,251,447.13)			
Total Expenditures	\$ 38,901,474.29	116,157,579.47	(77,256,105.18)	\$ 775,189.00	775,189.00	
Excess in Revenues		1,662,753.82	1,662,753.82	70,838.61	70,838.61	
Fund Balance January 1, 2011		1,899,873.09	1,899,873.09	18,102.38	18,102.38	
		3,562,626.91	3,562,626.91	88,940.99	88,940.99	
Decreased by:						
Utilized in Budget		1,796,325.00	1,796,325.00	17,864.00	17,864.00	
Fund Balance December 31, 2012		\$ 1,766,301.91	\$ 1,766,301.91	\$ 71,076.99	\$ 71,076.99	

See accompanying notes to financial statements.

**NOTES TO FINANCIAL STATEMENTS**

**TOWNSHIP OF MAPLEWOOD**

**NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2012**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**A. Reporting Entity**

The Township of Maplewood was established by public referendum on November 7, 1922.

The Township of Maplewood is a Township Committee form of government in accordance with N.J.S.A. 40:14.6 et seq. The Township Committee consists of five members elected-at-large for three-year staggered terms. The terms of office are rotated so that no more than two Committee persons are elected each year. The members of the Township Committee run in partisan elections.

On January 1st of each year the Township Committee holds an organization meeting where it elects a chairperson who serves as Mayor for a one-year term.

Governmental Accounting Standards Board (GASB) Statement No. 14 establishes certain standards for defining and reporting on the financial reporting entity. In accordance with these standards, the reporting entity should include the primary government and those component units which are fiscally accountable to the primary government.

The financial statements of the Township of Maplewood include every board, body, office or commission supported and maintained wholly or in part by funds appropriated by the Township, as required by the provisions of N.J.S. 40A:5-5. The financial statements, however, do not include the operations of the Municipal Library, which is a separate entity and is subject to a separate examination.

**B. Description of Funds**

The Governmental Accounting Standards Board (GASB) is the recognized standard setting body for establishing governmental accounting and financial reporting principles. The GASB establishes three fund types and two account groups to be used by governmental units when reporting financial position and results of operations in accordance with accounting principles generally accepted in the United States of America (GAAP).

The accounting policies of the Township of Maplewood 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. These principles are a "Modified Accrual Basis of Accounting" which differs from accounting principles generally accepted in the United States of America (GAAP) for governmental entities. 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 Township of Maplewood accounts for its financial transactions through the following separate funds which differ from the fund structure required by GAAP:

Current Fund - Encompasses resources and expenditures for basic governmental operations. Fiscal activity of Federal and State grant programs are reflected in a segregated section of the Current Fund.

Trust Funds - The records of receipts, disbursements and custodianship of monies in accordance with the purpose for which each account was created are maintained in Trust Funds. These include the Animal Control Fund and General Trust Fund.

## **1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

### **B. Description of Funds (Continued)**

General Capital Fund - The receipts and expenditure records for the acquisition of general infrastructure and other capital facilities, other than those acquired in the Current Fund, are maintained in this Fund, as well as, related long-term debt accounts.

Swimming Pool Utility Fund - The Swimming Pool Utility maintains its own Operating and Capital Funds which reflect revenue, expenditures, stewardship, acquisitions of utility infrastructure and other capital facilities, debt service, long-term debt and other related activity.

Public Assistance Trust Fund - Receipts and disbursements of funds that provide assistance to certain residents of the Township of Maplewood pursuant to the provisions of Title 44 of the New Jersey statutes are maintained in the Public Assistance Trust Fund.

Capital Fixed Assets - These accounts reflect estimated valuations of land, buildings and certain movable fixed assets of the Township as discussed under the caption of "Basis of Accounting".

Free Public Library - Budget Appropriations and State Aid are transferred to the Free Public Library bank account and are expended with the approval of the Library for its purpose. Interest on investments, Library fines and other revenue are retained by the Library and expended therefrom. The Library is the subject of a separate report.

### **C. Basis of Accounting**

The accounting principles and practices prescribed for municipalities by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, differ in certain respects from accounting principles generally accepted in the United States of America. The accounting system is maintained on the modified accrual basis with certain exceptions. Significant accounting policies in New Jersey are summarized as follows:

#### **Property Taxes and Other Revenue**

Property taxes and other revenue are realized when collected in cash or approved by regulation for accrual from certain sources of the State of New Jersey and the Federal Government. Accruals of taxes and other revenue are otherwise deferred as to realization by the establishment of offsetting reserve accounts. GAAP requires such revenue to be recognized in the accounting period when they become susceptible to accrual, reduced by an allowance for doubtful accounts.

#### **Grant Revenue**

Federal and State grants, entitlements or shared revenue received for purposes normally financed through the Current Fund are recognized when anticipated in the Township's budget. GAAP requires such revenue to be recognized in the accounting period when they become susceptible to accrual.

#### **Expenditures**

Expenditures for general and utility operations are generally recorded on the accrual basis. Unexpended appropriation balances, except for amounts that may have been cancelled by the governing body or by statutory regulation, are automatically recorded as liabilities at December 31st of each year, under the title of "Appropriation Reserves".

Grant appropriations are charged upon budget adoption to create separate spending reserves.

Budget transfers to the Capital Improvement Fund are recorded as expenditures to the extent permitted by law.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**C. Basis of Accounting (Continued)**

**Expenditures (Continued)**

Expenditures from Trust and Capital Funds are recorded upon occurrence and charged to accounts statutorily established for specific purposes.

Budget Appropriations for interest on General Capital Long-Term Debt are raised on the cash basis and are not accrued on the records; interest on Utility Debt is raised on the accrual basis and so recorded.

GAAP requires expenditures to be recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt, which should be recognized when due.

**Encumbrances**

As of January 1, 1986, all local units were required by Technical Accounting Directive No. 85-1, as promulgated by the Division of Local Government Services, to maintain an encumbrance accounting system. The directive states that contractual orders outstanding at December 31<sup>st</sup> are reported as expenditures through the establishment of an encumbrance payable. Encumbrances do not constitute expenditures under GAAP.

**Appropriation Reserves**

Appropriation reserves are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding year. Lapsed appropriation reserves are recorded as additions to income. Appropriation reserves do not exist under GAAP.

**Compensated Absences**

Expenditures relating to obligations for unused vested accumulated sick, vacation and compensatory pay are not recorded until paid. GAAP requires that the amount that would normally be liquidated with expendable available financial resources be recorded as an expenditure in the operating funds and the remaining obligations be recorded as a long-term obligation.

**Property Acquired for Taxes**

Property Acquired for Taxes (Foreclosed Property) is recorded in the Current Fund at the assessed valuation during the year when such property was acquired by deed or foreclosure and is offset by a corresponding reserve account. GAAP requires such property to be recorded in the general fixed assets account group at market value on the date of acquisition.

**Self-Insurance Contributions**

Contributions to self-insurance funds are charged to budget appropriations. GAAP requires that payments be accounted for as an operating transfer and not as an expenditure.

**Interfunds Receivable**

Interfunds Receivable in the Current Fund are generally recorded with offsetting reserves that are established by charges to operations. Collections are recognized as income in the year that the receivables are realized. Interfunds Receivable of all other funds are recorded as accrued and are not offset with reserve accounts. Interfunds Receivable of one fund are offset with Interfunds Payable of the opposite fund. GAAP does not require the establishment of an offsetting reserve.

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

C. **Basis of Accounting (Continued)**

**Inventories of Supplies**

Materials and supplies purchased by all funds are recorded as expenditures.

An annual inventory of materials and supplies for the Swimming Pool Utility is required, by regulation, to be prepared by Township personnel for inclusion on the Swimming Pool Utility Operating Fund balance sheet. Annual changes in valuations, offset with a Reserve Account, are not considered as affecting results of operations. Materials and supplies of other funds are not inventoried nor included on their respective balance sheets.

**Capital Fixed Assets**

General:

In accordance with Technical Accounting Directive No. 85-2, Accounting for Governmental Fixed Assets, as promulgated by the Division of Local Government Services, which differs in certain respects from generally accepted accounting principles, the Township of Maplewood has developed a fixed asset accounting and reporting system.

GAAP requires that fixed assets be capitalized at historical or estimated historical cost if actual historical cost is not available. Depreciation on utility fixed assets should also be recorded.

Fixed assets used in governmental operations (capital fixed assets) are accounted for in the Capital Fixed Assets Account. Public domain ("infrastructure") general fixed assets consisting of certain improvements other than buildings, such as roads, bridges, curbs and gutters, streets and sidewalks and drainage systems are not capitalized.

Acquisitions of land, buildings, machinery, equipment and other capital assets are recorded on a perpetual fixed asset record.

Vehicles, furniture, equipment and other items are reflected at replacement values at time of inventory preparation. Additions to the established fixed assets are valued at cost.

Depreciation of assets is not recorded as an operating expense of the Township.

Utility:

Capital acquisitions, including utility infrastructure costs of the Swimming Pool Utility, are recorded at cost upon purchase or project completion in the Fixed Capital Account of the utilities. The Fixed Capital Accounts are adjusted for dispositions or abandonments. The accounts include movable fixed assets of the Utility but are not specifically identified and are considered as duplicated in the Capital Fixed Assets. The duplication is considered as insignificant on its effect on the financial statements taken as a whole.

Utility improvements that may have been constructed by developers are not recorded as additions to Fixed Capital.

Fixed Capital of the Utilities are offset by accumulations in Amortization Reserve Accounts. The accumulations represent costs of fixed assets purchased with budgeted funds or acquired by gift as well as grants, developer contributions or liquidations of related bonded debt and other liabilities incurred upon fixed asset acquisition.

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

**C. Basis of Accounting (Continued)**

**Capital Fixed Assets (Continued)**

Utility: (Continued)

The Fixed Capital Accounts reflected herein are as recorded in the records of the municipality and do not necessarily reflect the true condition of such Fixed Capital. The records consist of a control account only. Detailed records are not maintained.

**Total Columns on Combined Statements**

Total columns are captioned "memorandum only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations, or changes in financial position in conformity with generally accepted accounting principles. Neither is such data comparable to a consolidation. Interfund eliminations have not been made in the aggregation of this data.

**D. Basic Financial Statements**

The GASB Codification also defines the financial statements of a governmental unit to be presented in the general purpose financial statements to be in accordance with GAAP. The Township of Maplewood presents the financial statements listed in the table of contents which are required by the Division of Local Government Services and which differ from the financial statements required by GAAP. In addition, the Division requires the financial statements listed in the table of contents to be referenced to the supplementary schedules. This practice differs from GAAP.

**2. CASH, CASH EQUIVALENTS AND INVESTMENTS**

**A. Cash and Cash Equivalents**

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 any other agencies of the United States that insures deposits or the State of New Jersey Cash Management Fund.

The State of New Jersey Cash Management Fund is authorized by statute and regulations of the State Investment Council to invest in fixed income and debt securities that mature or are redeemed within one year. Twenty-five percent of the Fund may be invested in eligible securities that mature within two years provided, however, the average maturity of all investments in the Fund shall not exceed one year. Collateralization of Fund investments is generally not required.

In addition, by regulation of the Division of Local Government Services, municipalities are allowed to deposit funds in the Municipal Bond Insurance Association (MBIA) through their investment management company, the Municipal Investors Service Corporation.

In accordance with the provisions of the Governmental Unit Deposit Protection Act of New Jersey, ("GUDPA"), public depositories are required to maintain collateral for deposits of public funds that exceed insurance limits as follows:

The market value of the collateral must equal five percent of the average daily balance of 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.

## **2. CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)**

### **A. Cash and Cash Equivalents (Continued)**

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 \$25,000,000.00.

### **B. Investments**

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

- Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America. This includes instruments such as Treasury bills, notes and bonds.
- Government money market mutual funds.
- Any Federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
- Bonds or other obligations of the local unit or school districts of which the local unit is a part.
- Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments.
- Local government investment pools, such as New Jersey CLASS and the New Jersey Arbitrage Rebate Management Program.
- New Jersey State Cash Management Fund.
- Repurchase agreements of fully collateralized securities, subject to special conditions.

In addition, a variety of State laws permit local governments to invest in a wide range of obligations issued by State governments and its agencies.

As of December 31, 2012, the Township had funds on deposit in checking accounts. The amount of the Township's Cash and Cash Equivalents as of December 31, 2012 was \$14,976,980.73. These funds constitute "deposits with financial institutions" as defined by GASB Statement No. 40. There were no securities categorized as investment as defined by GASB Statement No. 40.

## **3. TAXES AND TAX TITLE LIENS RECEIVABLE**

Property assessments are determined on true values and taxes are assessed based upon these values. The residential tax bill includes the levies for the Township, County and School purposes. Certified adopted budgets are submitted to the County Board of Taxation by each taxing district. The tax rate is determined by the board upon the filing of these budgets.

The tax bills are mailed by the Tax Collector annually in June and are payable in four quarterly installments due the first of August and November of the current year and a preliminary billing due the first of February and May of the subsequent year. The August and November billings represent the third and fourth quarter installments and are calculated by taking the total year tax levy less the preliminary first and second quarter installments due February and May. The preliminary levy is based on one-half of the current year's total tax.

**3. TAXES AND TAX TITLE LIENS RECEIVABLE (Continued)**

Tax installments not paid by the above due dates are subject to interest penalties determined by a resolution of the governing body. The rate of interest in accordance with the aforementioned resolution is 8% per annum on the first \$1,500.00 of delinquency and 18% on any delinquency in excess of \$1,500.00. The governing body may also fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency as billed prior to the end of the fiscal year. The penalty so fixed shall not exceed 6% of the amount of the delinquency with respect to each most recent fiscal year only. The resolution also sets a grace period of ten days before interest is calculated.

Taxes unpaid on the 11th day of the eleventh month in the fiscal year when the taxes became in arrears are subject to the tax sale provisions of the New Jersey statutes. The municipality may institute in rem foreclosure proceedings after six months from the date of the sale if the lien has not been redeemed.

The following is a five year comparison of certain statistical information relative to property taxes and property tax collections for the current and previous four years.

**Comparative Schedule of Tax Rates**

	<u>2012</u>	<u>2011*</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
Tax Rate	<u>\$ 3.186</u>	<u>\$ 3.103</u>	<u>\$ 4.877</u>	<u>\$4.660</u>	<u>\$4.481</u>
Apportionment of Tax Rate:					
Municipal	\$ 0.787	\$ 0.767	\$ 1.274	\$1.216	1.177
Municipal Open Space	0.010	0.010	0.015	0.015	0.015
County	0.494	0.475	0.754	0.719	0.697
County Open Space	0.017	0.017	0.029	0.029	0.028
School District	1.841	1.797	2.805	2.681	2.564
Library	0.037	0.037			

\*Revaluation

**Assessed Valuations**

<u>Year</u>	<u>Amount</u>
2012	\$ 3,266,991,783.00
2011*	3,281,367,941.00
2010	2,048,348,664.00
2009	2,058,327,462.00
2008	2,055,989,880.00

\*Revaluation

**3. TAXES AND TAX TITLE LIENS RECEIVABLE (Continued)**

**Comparison of Tax Levies and Collections**

<u>Year</u>	<u>Total Tax Levy</u>	<u>Current Tax Collections</u>	<u>Percentage of Collections</u>
2012*	\$ 104,450,822.86	\$ 102,140,490.60	97.78 %
2011*	102,031,609.18	100,385,212.10	98.38
2010*	100,094,013.05	98,183,127.39	98.09
2009*	96,108,000.51	94,216,909.36	98.03
2008*	92,162,734.07	90,733,163.97	98.44

\*Includes Special Improvement District taxes.

**Delinquent Taxes and Tax Title Liens**

<u>Year</u>	<u>Tax Title Liens</u>	<u>Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2012*	\$ 244,814.84	\$ 1,652,463.46	\$ 1,897,278.30	1.81 %
2011*	224,041.15	1,383,198.81	1,607,239.96	1.57
2010*	201,009.50	1,274,616.99	1,475,626.49	1.48
2009*	168,296.70	1,579,326.08	1,747,622.78	1.81
2008*	688,654.57	1,364,358.89	2,053,013.46	2.22

\*Includes Special District Taxes.

**4. SPECIAL IMPROVEMENT DISTRICT ASSESSMENTS**

Two Special Improvement Districts were established by ordinance of the Township of Maplewood in accordance with the provisions of N.J.S.A. 40:56-65 et seq. for the purposes of promoting the economic and general welfare of the district and the Township of Maplewood. The ordinance establishing the Special Improvement District for Maplewood Village was adopted on November 6, 1996 and Springfield Avenue was adopted on December 19, 2000.

Any property within the Special Improvement District is subject to the assessment. Any property which is incorporated, if it is exclusively used for residential purposes, and tax exempt properties are not subject to the special assessment.

Tax rates for the year 2012 are as follows:

Maplewood Village	\$ .141
Springfield Avenue	\$ .107

Total assessments for the year ending December 31, 2012 were \$177,217.21.

**5. 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>
2012	\$ 322,500.00
2011	322,500.00
2010	322,500.00
2009	322,500.00
2008	7,103.00

**6. SWIMMING POOL UTILITY**

Swimming Pool Utility membership fee collections for the past five (5) years are as follows:

<u>Year</u>	<u>Collections</u>
2012	\$ 675,778.24
2011	541,090.81
2010	543,525.21
2009	530,000.00
2008	555,780.50

**7. FUND BALANCES APPROPRIATED**

<u>Year</u>	<u>Current Fund</u>		<u>Swimming Pool Utility</u>	
	<u>Balance December 31</u>	<u>Utilized in Budget of Succeeding Year</u>	<u>Balance December 31</u>	<u>Utilized in Budget of Succeeding Year</u>
2012	\$ 1,766,301.91	\$ 1,672,591.00	\$ 71,076.99	\$ 37,284.00
2011	1,899,873.09	1,796,325.00	18,102.38	17,864.00
2010	1,648,913.60	1,111,000.00	79,566.23	63,500.00
2009	2,910,235.94	2,430,857.00	52,597.44	40,000.00
2008	2,572,248.00	2,231,906.00	94,465.93	58,000.00

**8. PENSION PLANS**

**Description of Systems**

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

## 8. PENSION PLANS (Continued)

### Description of Systems (Continued)

#### Public Employees' Retirement System:

The Public Employees' Retirement System (PERS) was established as of January 1, 1955 under the provisions of N.J.S.A. 43:15A to provide retirement, death, disability and medical benefits to certain qualified members. The Public Employees' Retirement System is a cost-sharing multiple-employer plan. Membership is mandatory for substantially all full-time employees of the State of New Jersey or any county, municipality, school district or public agency, provided the employee is not required to be a member of another State-administered retirement system or other state or local jurisdiction.

### Significant Legislation

P.L. 2011, c. 78, effective June 28, 2011, made various changes to the manner in which PERS operates and to the benefit provisions of that system.

This new legislation's provisions impacting employee pension and health benefits include:

- . New members of PERS hired on or after June 28, 2011 (Tier 5 members), will need 30 years of creditable service and age 65 for receipt of the early retirement benefit without a reduction of  $\frac{1}{4}$  to 1 percent for each month that the member is under age 65.
- . The eligibility age to qualify for a service retirement in the PERS is increased from age 62 to 65 for Tier 5 members.
- . The annual benefit under special retirement for new PERS members enrolled after June 28, 2011 (Tier 3 members), will be 60 percent instead of 65 percent of the member's final compensation plus 1 percent for each year of creditable service over 25 years but not to exceed 30 years.
- . Active member contribution rates will increase. PERS active member rates increase from 5.5 percent of annual compensation to 6.5 percent plus an additional 1 percent phased-in over 7 years. For Fiscal Year 2012, the member contribution rates increased in October 2011. The phase-in of the additional incremental member contributions for PERS members will take place in July of each subsequent fiscal year.
- . The payment of automatic cost-of-living adjustment (COLA) additional increases to current and future retirees and beneficiaries is suspended until reactivated as permitted by this law.

In addition, this new legislation changes the method for amortizing the pension systems' unfunded accrued liability (from a level percent of pay method to a level dollar of pay).

#### Police and Firemen's Retirement System:

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. Members may opt for Service Retirement if over age 55 or Special Retirement at any age if they have a minimum of 25 years of service or 20 years of service if enrolled in the PFRS as of January 18, 2000. Retirement benefits vary depending on age and years of service.

Chapter 428, Public Law of 1999, effective January 18, 2000, allows a member, age 55 and older with 20 or more years of service, to retire with a benefit equaling 50% of final compensation, in lieu of the regular retirement allowance available to the member. Final compensation means the compensation received by the member in the last twelve months of creditable service preceding retirement.

## 8. PENSION PLANS (Continued)

Police and Firemen's Retirement System: (Continued)

In addition, a member of the system as of the effective date of this law may retire with 20 or more years of service with a retirement allowance of 50% of final compensation, regardless of age, and, if required to retire because of attaining the mandatory retirement age of 65, an additional 3% of final compensation for every additional year of creditable service up to 25 years.

Consolidated Police and Firemen's Pension Fund:

The Consolidated Police and Firemen's Retirement System (CPFPF) is a closed system with no active members and was established in January 1952 to provide coverage to municipal police and firemen who were appointed prior to July 1, 1944.

### Contributions Required and Made

Contributions made by employees for PERS and PFRS are currently 6.64% and 10.0% of their base wages, respectively. Employer contributions are actuarially determined on an annual basis by the Division of Pensions. Contributions to the plan for the past three (3) years are as follows:

Year	PERS		PFRS		CPFPF
	Township	Employee	Township	Employee	Township
2012	\$ 708,724.00	\$ 398,277.95	\$ 2,400,293.00	\$ 951,726.16	\$ 19,279.61
2011	713,459.00	356,017.84	2,456,517.00	852,756.36	63,833.22
2010	652,046.00	336,612.09	2,137,402.00	799,377.56	68,477.02

The Township of Maplewood, in accordance with the provisions of Public Law 2009, c. 19 (S21), elected by resolution of the governing body to defer the 50% of their 2009 normal and accrued pension liability for the PERS and PFRS pension retirement system obligation in the amount of \$1,256,243.50. This deferred pension liability will be repaid over a 15 year period starting in April, 2012.

## 9. DEFINED CONTRIBUTION RETIREMENT PROGRAM

### Description of System

The Defined Contribution Retirement Program (DCRP) was established on July 1, 2007 for certain public employees under the provisions of Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007. The program provides eligible members, with a minimum base salary of \$1,500.00 or more, with a tax-sheltered, defined contribution retirement benefit, in addition to life insurance and disability coverage. The DCRP is jointly administered by the Division of Pensions and Benefits and Prudential Financial.

If the eligible elected or appointed official will earn less than \$5,000.00 annually, the official may choose to waive participation in the DCRP for that office or position. This waiver is irrevocable.

As of May 21, 2010, the minimum base salary required for eligibility in the DCRP was increased to \$5,000.00.

This retirement program is a new pension system where the value of the pension is based on the amount of the contribution made by the employee and employer and through investment earnings. It is similar to a Deferred Compensation Program where the employee has a portion of tax deferred salary placed into an account that the employee manages through investment options provided by the employer.

The law requires that three classes of employees enroll in the DCRP, detailed as follows:

- All elected officials taking office on or after July 1, 2007, except that a person who is reelected to an elected office held prior to that date without a break in service may remain in the Public Employees' Retirement System (PERS).

**9. DEFINED CONTRIBUTION RETIREMENT PROGRAM (Continued)**

**Description of System (Continued)**

- A Governor appointee with the advice and consent of the Legislature or who serves at the pleasure of the Governor only during that Governor's term of office.
- Employees enrolled in the PERS on or after July 1, 2007 or employees enrolled in the PFRS after May 21, 2010 who earn salary in excess of established "maximum compensation" limits.
- Employees otherwise eligible to enroll in the PERS on or after November 2, 2008 who do not earn the minimum salary for PERS Tier 3, but who earn salary of at least \$5,000.00.
- Employees otherwise eligible to enroll in the PERS after May 21, 2010, who do not work the minimum number of hours per week required for PERS Tier 4 or Tier 5 enrollment (32 hours per week) but who earn salary of at least \$5,000.00 annually.

Notwithstanding the foregoing requirements, other employees who hold a professional license or certificate or meet other exceptions are permitted to remain to join or remain in PERS.

**Contributions Required and Made**

Contributions made by employees for DCRP are currently at 5.5% of their base wages. Member contributions are matched by a 3.0% employer contribution. Contributions to the plan for the past three (3) years are as follows:

<u>Year</u>	<u>Township</u>	<u>Employees</u>
2012	\$ 4,571.58	\$ 8,535.45
2011	2,736.98	5,096.21
2010	2,454.91	4,695.48

**10. POST-RETIREMENT BENEFITS**

**Plan Description**

As of December 20, 1994, the Township of Maplewood no longer offers their employees post-retirement benefits. However, under an early retirement incentive program during 1993, the Township offered certain employees post-employment health benefits. Under this program, the Township will reimburse the retiree the premium paid for health insurance. As of December 31, 2012, there were three retirees in this program.

**Funding Policy**

The Township of Maplewood paid retirees in the early retirement incentive program \$26,173.59 for the year ended December 31, 2012.

**11. MUNICIPAL DEBT**

The Local Bond Law governs the issuance of bonds and notes to finance general capital expenditures. All bonds are retired in serial installments within the statutory period of usefulness. Bonds issued by the Township are general obligation bonds, backed by the full faith and credit of the Township. Pursuant to N.J.S.A. 40A:2-8.1, bond anticipation notes, which are issued to temporarily finance capital projects, cannot be renewed past the third anniversary unless an amount equal to at least the first legal requirement is paid prior to each anniversary and must be paid off within ten years and five months or retired by the issuance of bonds.

**11. MUNICIPAL DEBT (Continued)**

**Summary of Municipal Debt (Excluding Current and Operating Debt)**

	<u>Year 2012</u>	<u>Year 2011</u>	<u>Year 2010</u>
<u>Issued</u>			
General:			
Bonds and Notes	\$ 42,716,000.00	\$ 46,828,000.00	\$ 41,517,000.00
Loans Payable	1,119,637.45	1,138,801.31	1,158,307.14
Swimming Pool Utility Fund:			
Bonds and Notes	1,317,000.00	1,447,000.00	
	<u>45,152,637.45</u>	<u>49,413,801.31</u>	<u>42,675,307.14</u>
 <u>Authorized but Not Issued</u>			
General:			
Bonds and Notes	3,051,517.43	835,239.17	6,853,579.74
Swimming Pool Utility Fund:			
Bonds and Notes	200,700.00	700.00	56,700.00
	<u>3,252,217.43</u>	<u>835,939.17</u>	<u>6,910,279.74</u>
 Total Debt	 <u>48,404,854.88</u>	 <u>50,249,740.48</u>	 <u>49,585,586.88</u>
 Less: Cash on Hand:			
General Capital Fund		4,769.40	12,500.40
Other Accounts Receivable:			
General Capital Fund			645,850.00
Due from State of New Jersey:			
General Capital Fund	83,209.43	83,209.43	341,250.00
	<u>83,209.43</u>	<u>87,978.83</u>	<u>999,600.40</u>
 Net Bonds and Notes Issued and Authorized but Not Issued	 <u>\$ 48,321,645.45</u>	 <u>\$ 50,161,761.65</u>	 <u>\$ 48,585,986.48</u>

**Summary of Statutory Debt Condition - Annual Debt Statement**

The summarized statement of debt condition that follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicates a statutory net debt of 1.317%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local School District	\$ 25,512,763.61	\$ 25,512,763.61	\$
Swimming Pool Utility	1,517,700.00	1,517,700.00	
General Debt	<u>46,887,154.88</u>	<u>83,209.43</u>	<u>46,803,945.45</u>
	<u>\$ 73,917,618.49</u>	<u>\$ 27,113,673.04</u>	<u>\$ 46,803,945.45</u>

Net Debt, \$46,803,945.45 divided by Equalized Valuation Basis per N.J.S. 40A:2-2 as amended, \$3,554,056,218.00 equals 1.317%.

**Borrowing Power Under N.J.S. 40A:2-6 as Amended**

3 1/2% of Equalized Valuation Basis	\$ 124,391,967.63
Net Debt	<u>46,803,945.45</u>
Remaining Borrowing Power	<u>\$ 77,588,022.18</u>

**11. MUNICIPAL DEBT (Continued)**

**School Debt Deductions**

School debt is deductible up to the extent of 4.0% of the Average Equalized Assessed Valuations of real property for the Local School District.

**Calculation of "Self-Liquidating Purposes" Swimming Pool Utility per N.J.S. 40A:2-45**

Fund Balance, Cash Receipts from Fees, Rents or Other Charges for Year		\$ 840,164.87
Deductions:		
Operating and Maintenance Costs	\$ 645,189.00	
Debt Service per Swimming Pool Utility Operating Fund	<u>130,000.00</u>	
		<u>775,189.00</u>
Excess in Revenue		<u>\$ 64,975.87</u>

There being an excess in revenue, all Swimming Pool Utility Debt is deductible for Debt Statement purposes.

The foregoing debt information is in agreement with the Revised Annual Debt Statement filed by the Chief Financial Officer.

**General Obligation Bonds**

\$22,667,000, 2005 Bonds due in annual installments of \$1,300,000 through October 2013, interest at 4.00% (callable).	\$ 1,300,000.00
\$15,090,000, 2007 Bonds due in annual installments of \$300,000 to \$2,090,000 through August 2022, interest at 3.05% to 5.00% (callable).	13,990,000.00
\$7,355,000, 2008 Refunding Bonds due in annual installments of \$105,000 to \$1,045,000 through February 2017, interest at 3.25% to 4.75%.	3,005,000.00
\$11,806,000, 2011 Bonds due in annual installments of \$600,000 to \$1,000,000 through October 2025, interest at 2.00% to 5.00% (callable)	11,206,000.00
\$13,330,000, 2012 Refunding Bonds due in annual installments of \$1,335,000 to \$1,505,000 through October 2022, interest at 3.00% to 5.00%.	<u>13,215,000.00</u>
	<u>\$ 42,716,000.00</u>

**Swimming Pool Utility Bonds**

\$1,447,000, 2011 Bonds due in annual installments of \$130,000 to \$147,000 through October 2022, interest at 2.00% to 5.00% (callable).	<u>\$ 1,317,000.00</u>
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**11. MUNICIPAL DEBT (Continued)**

A Schedule of Annual Debt Service for principal and interest for bonded debt is as follows:

Calendar Year	Total	General		Swimming Pool Utility	
		Principal	Interest	Principal	Interest
2013	\$ 5,122,234.00	\$ 3,245,000.00	\$ 1,703,824.00	\$ 130,000.00	\$ 43,410.00
2014	5,176,025.00	3,420,000.00	1,585,215.00	130,000.00	40,810.00
2015	5,328,509.38	3,695,000.00	1,466,599.38	130,000.00	36,910.00
2016	5,529,250.00	4,000,000.00	1,364,940.00	130,000.00	34,310.00
2017	5,361,925.00	4,000,000.00	1,202,815.00	130,000.00	29,110.00
2018	5,287,475.00	4,095,000.00	1,038,565.00	130,000.00	23,910.00
2019	5,201,775.00	4,185,000.00	866,765.00	130,000.00	20,010.00
2020	4,996,025.00	4,195,000.00	657,515.00	130,000.00	13,510.00
2021	5,013,575.00	4,405,000.00	470,265.00	130,000.00	8,310.00
2022	5,005,675.00	4,570,000.00	284,265.00	147,000.00	4,410.00
2023	1,106,240.00	1,000,000.00	106,240.00		
2024	1,071,240.00	1,000,000.00	71,240.00		
2025	942,240.00	906,000.00	36,240.00		
	<u>\$ 55,142,188.38</u>	<u>\$ 42,716,000.00</u>	<u>\$ 10,854,488.38</u>	<u>\$ 1,317,000.00</u>	<u>\$ 254,700.00</u>

The interest reflected above is on the cash basis for all funds.

**N.J. Environmental Infrastructure Trust Loan Payable**

On November 1, 1999 the Township entered into two loan agreements with the New Jersey Environmental Infrastructure Trust. A trust loan in the amount of \$200,000.00 has various coupon rates ranging from 5.50% to 5.7% and a fund loan in the amount of \$194,262.00 is interest free. Both loans are due on August 1, 2019.

The following is a schedule of debt service payable on the above loans:

Year	Total	Trust Share		Fund Share
		Principal	Interest	Principal
2013	\$ 24,106.90	\$ 10,000.00	\$ 5,285.00	\$ 8,821.90
2014	23,214.93	10,000.00	4,735.00	8,479.93
2015	30,431.75	15,000.00	4,185.00	11,246.75
2016	29,093.81	15,000.00	3,360.00	10,733.81
2017	27,755.85	15,000.00	2,535.00	10,220.85
2018	26,417.91	15,000.00	1,710.00	9,707.91
2019	25,031.30	15,000.00	855.00	9,176.30
	<u>\$ 186,052.45</u>	<u>\$ 95,000.00</u>	<u>\$ 22,665.00</u>	<u>\$ 68,387.45</u>

**Green Acres Trust Loans Payable**

During 2010 the Township of Maplewood entered into a loan agreement with the State of New Jersey, Department of Environmental Protection under the Green Acres Trust Program to finance part of the improvements to Dehart Park in the sum of \$956,250.00.

As of the date of this report, a repayment schedule has not been provided by the State of New Jersey.

**11. MUNICIPAL DEBT (Continued)**

**Special Emergency Note**

Outstanding Special Emergency Note is summarized as follows:

	<u>Interest Rate</u>	<u>Amount</u>
Current Fund	2.375%	<u>\$220,000.00</u>

**Bond Anticipation Notes**

There were no Bond Anticipation Notes outstanding at December 31, 2012.

**Bonds and Notes Authorized but Not Issued**

There were Bonds and Notes Authorized but Not Issued in the following amounts:

	<u>Balance Dec. 31, 2012</u>
General Capital Fund:	
General Improvements	<u>\$3,051,517.43</u>
Swimming Pool Utility Capital Fund:	
General Improvements	<u>\$ 200,700.00</u>

**12. SCHOOL DEBT**

The School District of South Orange and Maplewood is unique in that it is a combination of Type I and Type II school districts. It has an elected school board, but the electorate does not vote on the school budget. Instead, the Board of School Estimate approves the amount of local property taxes to be allocated in support of the schools. The Board of School Estimate is comprised of eight members, two from the Board of Education and three from each governing body. Approval of the amount to be raised by local school taxes requires five assenting votes, four of which must come from the representatives of the Townships' governing bodies.

The Board of School Estimate may only approve or reject the total amount of money to be raised by local taxes for current expenses and capital outlay for the fiscal year in question. Once the total amounts are approved, they have no authority or control over how the funds are actually allocated within those categories by the Board of Education.

If the Board of School Estimate will not approve a budget amount that is acceptable to the Board of Education, the Board of Education may appeal to the State Commissioner of Education for relief. In all cases, the taxes to be appropriated by each township are determined in proportion to the equalized ratable base of each community.

An additional function of the Board of School Estimate is to approve any assumption of long-term debt by the Board of Education. Since action by the Board of Education to incur long-term debt carries an obligation to pay over several years, the Board of School Estimate must approve that action. By their approval, the Board of School Estimate agrees to provide the necessary tax revenues to service the debt over the life of the obligation. Thus, funds obligated to debt services are not subject to the annual budget approval process as they have been previously approved by the Board of School Estimate.

**13. INTERFUND RECEIVABLES AND PAYABLES**

As of December 31, 2012, interfund receivables and payables that resulted from various interfund transactions were as follows:

<u>Fund</u>	<u>Due from Other Funds</u>	<u>Due to Other Funds</u>
Current Fund	\$ 937,667.69	\$
Federal and State Grant Fund	7,100.00	610,650.88
General Trust Fund		59,666.74
General Capital Fund		171,791.76
Swimming Pool Operating Fund	250.00	7,761.89
Swimming Pool Capital Fund	5,999.65	101,146.07
	<u>\$ 951,017.34</u>	<u>\$ 951,017.34</u>

**14. DEFERRED CHARGES TO BE RAISED IN SUCCEEDING YEARS' BUDGETS**

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2012, the following deferred charge is shown on the balance sheet of the Current Fund:

	<u>Balance Dec. 31, 2012</u>	<u>2013 Budget Appropriation</u>	<u>To be Raised in Subsequent Budget</u>
Current Fund:			
Special Emergency Authorization	<u>\$ 220,000.00</u>	<u>\$ 110,000.00</u>	<u>\$ 110,000.00</u>

**15. DEFERRED COMPENSATION PLAN**

The Township of Maplewood offers its employees a Deferred Compensation Plan created in accordance with the provisions of N.J.S. 43:15B-1 et seq., and the Internal Revenue Code, Section 457. The plan, available to all municipal employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency.

Statutory and regulatory requirements governing the establishment and operation of Deferred Compensation Plans have been codified in the New Jersey Administrative Code under the reference N.J.A.C. 5:37.

The "Small Business Job Protective Act of 1996" revised several provisions of Section 457 of the Internal Revenue Code. A provision of the act required that all existing plans be modified to provide that the funds be held for the exclusive benefit of the participating employees and their beneficiaries.

The Township of Maplewood authorized such modifications to their plan by resolution of the Township Committee adopted June 16, 1998.

The Administrator for the Township of Maplewood's Deferred Compensation Plan is Metlife Securities, Inc. and I.C.M.A.

The Plan was subject to a review only as defined by the New Jersey Division of Local Government Services and the American Institute of Certified Public Accountants. A review consists principally of inquiries of Township officials and analytical procedures applied to financial data. It is substantially less in scope than an examination in accordance with generally accepted auditing standards. The audit of the program lies within the scope of the audit of the independent accountants of the Metlife Securities, Inc. and I.C.M.A.

## **16. RISK MANAGEMENT**

The Township of Maplewood is a member of the Garden State Municipal Joint Insurance Fund with respect to General Liability, Property, Workers' Compensation and Employer Liability.

Members may be subject to additional assessments and are also responsible for their respective share of the fund's liabilities, should the fund be dissolved.

Payment to this Fund for the year 2012 was the sum of \$702,636.81.

## **17. CONTINGENT LIABILITIES**

### **A. Compensated Absences**

The Township of Maplewood has an Accrued Sick Policy Plan whereby certain eligible employees, upon retirement, will receive compensation for accumulated sick time.

As of January 1, 1978 employees in the United Construction Trades and Industrial Employees' International Union can accumulate unused sick time. Upon retirement, eligible employees will receive one-half of the accumulated sick time, but such payment shall not exceed \$12,000.00.

Any employee in the Communication Workers' of America, Local 1031 Union can accumulate unused sick time. Upon retirement, eligible employees, hired prior to January 1, 2002, will be paid for up to 90 sick days at full pay and up to an additional 90 days at half pay.

Police officers and firemen cannot accumulate sick and vacation days. Upon retirement, they would only get paid for the vacation days they did not use in the previous year.

It is estimated that the sum of \$240,028.64 computed internally at the 2012 salary rates, would be payable to various officials and employees of the Township of Maplewood as of December 31, 2012 for accumulated sick and vacation days and unused holidays. These figures have been calculated by management and are unaudited. Provision for the above are not reflected on the Financial Statements of the Township.

### **B. Tax Appeals**

As of July 18, 2013, there were forty-three appeals pending before the New Jersey Tax Court with an assessed valuation of \$132,046,500.00. Potential liability was undeterminable.

Judgments favorable to the taxpayers generally extend to two years following the year judged and would also subject the Township to a liability for statutory interest based upon the amount of taxes refunded from the date of payment to the date of refund (R.S. 54:3-27.2).

### **C. Federal and State Awards**

The Township participates in several federal and state grant programs which are governed by various rules and regulations of the grantor agencies; therefore, to the extent that the Township has not complied with the rules and regulations governing the grants, refunds of any money received may be required and the collectibility of any related receivable at December 31, 2012 may be impaired. In the opinion of management, there are no significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provisions have been recorded in the accompanying statutory basis financial statements for such contingencies.

## **17. CONTINGENT LIABILITIES (Continued)**

### **D. Arbitrage Rebate Calculation**

In 1985, under the Tax Reform Act, the Arbitrage Rebate Law went into effect requiring issuers of tax exempt debt obligations to rebate to the Federal Government all of the earnings in excess of the yield on investments of proceeds of such debt issuances (the "rebate arbitrage"). The Rebate Regulations apply to obligations issued after August 31, 1986. The arbitrage rebate liability must be calculated every installment computation date (last day of the fifth bond year) or earlier if the bonds are retired, defeased or refunded and pay at least 90% of the rebatable arbitrage (plus any earnings thereon) within 60 days after such date.

### **E. Payments in Lieu of Taxes (PILOT)**

Under N.J.S.A. 40A:20-12, each municipality is required to annually remit to the County five percent (5%) of the annual service charge for each long-term PILOT financial agreement entered into by the municipality.

### **F. Litigation**

There is no significant litigation or any contingent liabilities, unasserted claims or assessments or statutory violations which would affect the financial position or results of operations of the Township other than that listed below.

General liability claims pending against the Township are handled by insurance carriers.

## **18. SECONDARY MARKET DISCLOSURE**

Solely for purposes of complying with Rule 1602-12 of the Securities and Exchange Commission, as amended and interpreted from time to time (the "Rule"), and provided that the Bonds are not exempt from the Rule and provided that the Bonds are not exempt from the requirements in accordance with Paragraph (d) of the Rule, for so long as the Bonds remain outstanding (unless the Bonds have been wholly defeased), the municipality shall provide for the benefit of the holders of the Bonds and the beneficial owners thereof various financial documents relating to the financial conditions of the Municipal Securities Rulemaking Board through the Electronic Municipal Access Data Port (the "MSRB").

## **19. SUBSEQUENT EVENTS**

The Township of Maplewood has evaluated subsequent events that occurred after the balance sheet date, but before July 24, 2013. No items were determined to require disclosure.

**COMBINING AND INDIVIDUAL FUND AND ACCOUNT GROUP STATEMENTS**

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
COMPARATIVE STATEMENTS OF ASSETS, LIABILITIES AND FUND BALANCE  
REGULATORY BASIS  
AS OF DECEMBER 31, 2012 AND 2011

Exhibit B-1  
Sheet #1

<u>ASSETS AND DEFERRED CHARGES</u>	<u>Balance</u> <u>Dec. 31, 2012</u>	<u>Balance</u> <u>Dec. 31, 2011</u>
<u>Regular Fund</u>		
Cash and Cash Equivalents	\$ 5,869,254.38	\$ 5,570,105.54
Change Funds	590.00	640.00
	<u>5,869,844.38</u>	<u>5,570,745.54</u>
Receivables with Full Reserves:		
Delinquent Property Taxes	1,652,463.46	1,383,198.81
Tax Title Liens	244,814.84	224,041.15
Property Acquired for Taxes - Assessed Valuation	322,500.00	322,500.00
Sewer User Charges	196,076.63	135,709.40
Sewer User Liens	1,785.30	1,335.30
Other Liens	120.03	2,922.28
Revenue Accounts Receivable	36,759.31	24,050.96
Other Accounts Receivable	1,824.64	1,952.26
Interfunds Receivable	937,667.69	168,896.85
	<u>3,394,011.90</u>	<u>2,264,607.01</u>
Deferred Charges:		
Special Emergency Authorization (N.J.S. 40A:4-53)	220,000.00	330,000.00
	<u>9,483,856.28</u>	<u>8,165,352.55</u>
<u>Federal and State Grant Fund</u>		
Cash and Cash Equivalents	576,850.88	921,774.33
Interfunds Receivable	7,100.00	24,071.23
Grants Receivable	656,611.49	838,104.68
	<u>1,240,562.37</u>	<u>1,783,950.24</u>
	<u>\$ 10,724,418.65</u>	<u>\$ 9,949,302.79</u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
COMPARATIVE STATEMENTS OF ASSETS, LIABILITIES AND FUND BALANCE  
REGULATORY BASIS  
AS OF DECEMBER 31, 2012 AND 2011

Exhibit B-1  
Sheet #2

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>Balance</u> <u>Dec. 31, 2012</u>	<u>Balance</u> <u>Dec. 31, 2011</u>
<u>Regular Fund</u>		
Appropriation Reserves:		
Encumbered	\$ 1,036,071.82	\$ 491,218.91
Unencumbered	1,248,449.08	1,777,831.83
Accounts Payable	470,773.77	233,589.54
Reserve for Revaluation		17,942.69
Due to State of New Jersey:		
Marriage License Fees	25.00	300.00
DCA Training Fees	14,055.00	4,506.00
Senior Citizen and Veteran Deductions	51,031.91	40,123.09
Tax Overpayments	511,917.24	448,959.51
Sewer Overpayments	2,919.20	2,379.25
Interfunds Payable		14,048.05
Local School District Taxes Payable	162,504.60	59,134.99
Special Emergency Note	220,000.00	330,000.00
Deferred Revenue:		
Prepaid Taxes	483,129.84	451,222.84
Prepaid Revenue	72,495.51	79,446.25
Accumulated Revenue Unappropriated	50,169.50	50,169.50
	4,323,542.47	4,000,872.45
Reserves for Receivables and Other Assets	3,394,011.90	2,264,607.01
Fund Balance	1,766,301.91	1,899,873.09
	9,483,856.28	8,165,352.55
 <u>Federal and State Grant Fund</u>		
Interfunds Payable	610,650.88	633,283.08
Appropriated Reserves for Grants	591,901.35	1,074,856.17
Accumulated Revenue Unappropriated	38,010.14	75,810.99
	1,240,562.37	1,783,950.24
	\$ 10,724,418.65	\$ 9,949,302.79

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
COMPARATIVE STATEMENTS OF OPERATIONS AND CHANGES IN FUND BALANCE  
REGULATORY BASIS  
FOR THE YEARS ENDED DECEMBER 31, 2012 AND 2011

Exhibit B-2  
Sheet #1

	<u>2012</u>	<u>2011</u>
<u>Revenues and Other Income Realized</u>		
Fund Balance Utilized	\$ 1,796,325.00	\$ 1,111,000.00
Miscellaneous Revenue Anticipated	5,540,864.91	5,699,370.11
State Aid	1,834,693.00	1,834,693.00
Federal and State Grants	192,083.73	203,716.09
Special Items	1,714,447.95	1,744,536.76
Receipts from Delinquent Taxes	1,359,307.74	1,255,576.40
Amount to be Raised by Taxation	26,205,086.20	26,132,943.85
Nonbudgeted Revenue	490,261.02	124,504.33
Other Credits to Income:		
Other Liens Receivable Realized	2,802.25	
Reserve for Receivables Realized		449.11
Unexpended Balance of Appropriation Reserves	1,246,287.15	1,593,849.83
Tax Overpayments Cancelled	73,769.87	
Sewer Overpayments Cancelled	0.07	
Taxes Allocated to School, County, Special District and Municipal Open Space Taxes	<u>77,364,404.40</u>	<u>75,580,268.25</u>
 Total Revenues	 <u>117,820,333.29</u>	 <u>115,280,907.73</u>
 Expenditures:		
Budget and Emergency Appropriations Within "CAPS":		
General Government	5,953,801.00	5,989,087.04
Public Safety	11,171,652.00	11,446,792.00
Public Works	3,288,290.00	3,383,450.00
Health and Welfare	249,447.00	243,102.84
Recreation and Education	533,000.00	495,100.00
Uniform Construction Code	440,398.00	427,790.00
Unclassified	844,419.00	863,665.00
Deferred Charges and Statutory Expenditures	3,664,722.61	3,786,959.00
Excluded from "CAPS":		
Operations	4,778,456.95	5,458,121.87
Public and Private Programs	201,408.73	210,641.09
Capital Improvements	200,000.00	100,000.00
Debt Service	5,041,537.05	4,335,327.97
Deferred Charges	110,000.00	110,000.00
Reserve for Uncollected Taxes	1,429,000.00	1,328,000.00
Prior Year Revenue Refunds	1,587.98	1,701.20
Senior Citizen Deductions Disallowed by Tax Collector	2,000.00	1,691.18
Reserve for Accounts Receivable	65.99	
Interfund Charges	768,770.84	13,200.00
Other Accounts Receivable Cancelled	1,830.73	
Grants Receivable Cancelled	3,330.97	
Prior Year Paid Taxes Cancelled	109,456.22	144,050.80
County Taxes	16,730,321.58	16,133,535.74
Local School District Taxes	60,128,077.86	58,960,359.98
Municipal Open Space Taxes	328,787.75	308,556.20
Special Improvement District Taxes	<u>177,217.21</u>	<u>177,816.33</u>
 Total Expenditures	 <u>116,157,579.47</u>	 <u>113,918,948.24</u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
COMPARATIVE STATEMENTS OF OPERATIONS AND CHANGES IN FUND BALANCE  
REGULATORY BASIS  
FOR THE YEARS ENDED DECEMBER 31, 2012 AND 2011

Exhibit B-2  
Sheet #2

	<u>2012</u>	<u>2011</u>
Excess in Revenue	\$ 1,662,753.82	\$ 1,361,959.49
Fund Balance, January 1	<u>1,899,873.09</u>	<u>1,648,913.60</u>
	3,562,626.91	3,010,873.09
Decreased by:		
Utilized as Anticipated Revenue	<u>1,796,325.00</u>	<u>1,111,000.00</u>
Fund Balance, December 31	<u><u>\$ 1,766,301.91</u></u>	<u><u>\$ 1,899,873.09</u></u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF REVENUES AND OTHER CREDITS TO INCOME  
REGULATORY BASIS

Exhibit B-3  
Sheet #1

	<u>Budget</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
Fund Balance Appropriated	\$ 1,796,325.00	\$ 1,796,325.00	\$
<u>Miscellaneous Revenue</u>			
Alcoholic Beverage Licenses	32,000.00	34,542.00	2,542.00
Other Licenses	20,000.00	24,579.20	4,579.20
Fees and Permits	80,000.00	84,443.40	4,443.40
Fines and Costs - Municipal Court	382,000.00	425,841.95	43,841.95
Interest and Cost on Taxes	335,000.00	329,009.76	(5,990.24)
Parking Meters	247,000.00	206,674.75	(40,325.25)
Interest on Investments and Deposits	43,000.00	39,100.24	(3,899.76)
Joint Meeting Sewer User Charges	1,964,000.00	1,885,632.57	(78,367.43)
Cable Television Commissions	283,652.62	283,652.62	
Smoke Detector Fees	20,000.00	22,380.00	2,380.00
Payments in Lieu of Taxes:			
Senior Citizens' Residence Association	50,000.00	111,025.74	61,025.74
New Jersey Transit Corporation	148,108.00	148,108.00	
Colgate Road	2,600.00	4,469.25	1,869.25
Project Live Five	3,970.00	3,970.00	
Project Live Six	4,950.00	4,950.00	
Jewish Service for Developmentally Disabled	2,800.00	3,036.49	236.49
Lease of Township-Owned Property	60,000.00	62,590.58	2,590.58
Certificate of Occupancy Permit Fees	40,000.00	56,400.00	16,400.00
Recreation Fees	225,000.00	231,846.05	6,846.05
Flu Shots	5,000.00	4,967.40	(32.60)
Local Agency Code Fees	25,000.00	27,326.65	2,326.65
Emergency Management Services Fees	240,000.00	276,188.69	36,188.69
Rental Registration Fees	47,000.00	49,802.00	2,802.00
N.J. Solar Renewal Energy Certificates	7,000.00	1,615.00	(5,385.00)
Street Opening Permits	13,000.00	20,645.00	7,645.00
Green House Permits	4,800.00	4,800.00	
Uniform Construction Code Fees	398,000.00	562,905.14	164,905.14
Interlocal Municipal Service Agreements:			
Township of Millburn:			
Electrical and Plumbing Inspections	60,000.00	62,239.46	2,239.46
Plumbing Inspections	70,000.00	72,571.36	2,571.36
Nonpublic Nursing Services	10,000.00	11,370.00	1,370.00
Municipal Court	163,000.00	373,977.18	210,977.18
Inspections - South Orange	93,975.00	88,004.43	(5,970.57)
Technology - Essex County	21,718.00	22,200.00	482.00
	<u>5,102,573.62</u>	<u>5,540,864.91</u>	<u>438,291.29</u>
<u>State Aid Without Offsetting Appropriations</u>			
Energy Receipts Tax	1,664,559.00	1,664,559.00	
Consolidated Municipal Property Tax Relief	170,134.00	170,134.00	
	<u>1,834,693.00</u>	<u>1,834,693.00</u>	

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF REVENUES AND OTHER CREDITS TO INCOME  
REGULATORY BASIS

Exhibit B-3  
Sheet #2

	<u>Budget</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
<u>State and Federal Grants</u>			
Body Armor Grant	\$ 381.63	\$ 381.63	\$
Clean Communities Program	30,694.74	30,694.74	
Safe and Secure Communities Program	39,013.00	39,013.00	
Municipal Alliance on Alcoholism and Drug Abuse	27,700.00	27,700.00	
Recycling Tonnage Grant	31,136.02	31,136.02	
NJLM Education Foundation	1,000.00	1,000.00	
Check 'EM Out Grant	13,000.00	13,000.00	
U.S. Department of Justice - JAG	43,293.34	43,293.34	
Historic Preservation	5,865.00	5,865.00	
	<u>192,083.73</u>	<u>192,083.73</u>	
<u>Special Items of Revenue</u>			
Non-Life Hazard Use Fees	24,000.00	24,752.00	752.00
Joint Meeting Refund	46,074.45	46,074.45	
Women's Club	6,000.00	8,500.00	2,500.00
Commuter Parking - N.J. Transit	82,000.00	97,562.05	15,562.05
Reserve for Debt Service	4,769.40	4,769.40	
Due from General Trust Fund	7,968.54		(7,968.54)
Due from General Capital	167,023.10		(167,023.10)
General Capital Fund Balance (Surplus)	600,000.00	600,000.00	
Sale of Municipal Assets	740,169.50	932,790.05	192,620.55
	<u>1,678,004.99</u>	<u>1,714,447.95</u>	<u>36,442.96</u>
Receipts from Delinquent Taxes	<u>1,368,506.00</u>	<u>1,359,307.74</u>	<u>(9,198.26)</u>
Amount to be Raised by Taxes for Support of Municipal Budget:			
a. Local Tax for Municipal Purposes	25,728,064.57		
b. Minimum Library Tax	1,201,223.38		
	<u>26,929,287.95</u>	<u>26,205,086.20</u>	<u>(724,201.75)</u>
Total Budget Revenue	<u>38,901,474.29</u>	<u>38,642,808.53</u>	<u>(258,665.76)</u>
Other Credits to Income:			
Nonbudget Revenue		490,261.02	490,261.02
Other Liens Receivable Realized		2,802.25	2,802.25
Unexpended Balance of Appropriation Reserves		1,246,287.15	1,246,287.15
Tax Overpayments Cancelled		73,769.87	73,769.87
Sewer Overpayments Cancelled		0.07	0.07



TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME - REGULATORY BASIS

Exhibit B-4  
Sheet #1

Appropriation	Appropriations		Paid or Charged	Reserved		Balance Cancelled
	Budget	Modified Budget		Encumbered	Unencumbered	
<u>APPROPRIATIONS WITHIN "CAPS"</u>						
<u>GENERAL GOVERNMENT</u>						
Administrative and Executive:						
Salaries and Wages	\$ 330,000.00	\$ 260,000.00	\$ 158,264.27	\$	\$ 1,735.73	\$ 100,000.00
Other Expenses	141,550.00	141,550.00	104,206.70	11,588.97	25,754.33	
Township Clerk:						
Salaries and Wages	194,000.00	194,000.00	188,310.44		5,689.56	
Other Expenses	106,500.00	116,500.00	104,248.76	7,473.85	4,777.39	
Township Committee:						
Salaries and Wages	19,600.00	19,600.00	17,750.20		1,849.80	
Other Expenses	11,850.00	11,850.00	5,287.70	2,103.84	4,458.46	
Financial Administration:						
Salaries and Wages	260,000.00	275,000.00	253,742.25		21,257.75	
Other Expenses	147,400.00	147,400.00	127,615.41	12,825.77	6,958.82	
Assessment of Taxes:						
Salaries and Wages	70,000.00	70,000.00	65,899.98		4,100.02	
Other Expenses	68,750.00	71,250.00	48,706.23	20,330.72	2,213.05	
Legal Services and Costs:						
Salaries and Wages	80,500.00	80,500.00	77,975.30		2,524.70	
Other Expenses	102,500.00	145,500.00	131,228.76	4,928.10	9,343.14	
Engineering Services and Costs:						
Salaries and Wages	135,000.00	139,000.00	138,799.65		200.35	
Other Expenses	23,925.00	23,925.00	15,600.84	2,989.27	5,334.89	
Municipal Land Use Law (N.J.S. 40:55D-1):						
Planning Board:						
Salaries and Wages	14,500.00	14,700.00	14,618.64		81.36	
Other Expenses	13,450.00	13,450.00	10,799.93	270.77	2,379.30	
Municipal Court:						
Salaries and Wages	163,000.00	167,000.00	165,124.61		1,875.39	
Other Expenses	54,000.00	54,000.00	39,772.49	4,743.28	9,484.23	
Public Defender (P.L. 1997, C.256):						
Salaries and Wages	13,500.00	13,500.00	13,264.12		235.88	
Prosecutor:						
Salaries and Wages	62,800.00	62,800.00	61,130.95		1,669.05	
Other Expenses	2,100.00	2,100.00	754.54		1,345.46	

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME - REGULATORY BASIS

Exhibit B-4  
Sheet #2

Appropriation	Appropriations		Paid or Charged	Reserved		Balance Cancelled
	Budget	Modified Budget		Encumbered	Unencumbered	
<u>APPROPRIATIONS WITHIN "CAPS"</u>						
<u>GENERAL GOVERNMENT</u>						
Municipal Land Use Law (N.J.S. 40:55D-1):						
Board of Adjustment:						
Salaries and Wages	\$ 12,240.00	\$ 12,240.00	\$ 11,675.82	\$	\$ 564.18	\$
Other Expenses	4,250.00	4,250.00	1,535.46	270.77	2,443.77	
Economic Development:						
Other Expenses	101,500.00	101,500.00	29,628.68	64,500.00	7,371.32	
Joint Sewer User Charge Administration:						
Salaries and Wages	52,000.00	59,200.00	58,711.32		488.68	
Other Expenses	21,100.00	21,100.00	14,343.73	30.00	6,726.27	
Audit Services	37,736.00	37,736.00		37,736.00		
Human Resources	88,700.00	88,700.00	24,011.75	31,803.78	32,884.47	
General Liability	902,000.00	831,500.00	799,996.08		31,503.92	
Employee Group Health	2,787,000.00	2,787,000.00	2,519,878.58		82,121.42	185,000.00
Historic Preservation:						
Other Expenses	3,000.00	3,000.00	1,072.50		1,927.50	
Jitney Service	167,450.00	176,450.00	160,170.97	15,910.26	368.77	
Data Processing Costs	83,000.00	92,500.00	48,588.68	34,467.22	9,444.10	
	<u>6,274,901.00</u>	<u>6,238,801.00</u>	<u>5,412,715.34</u>	<u>251,972.60</u>	<u>289,113.06</u>	<u>285,000.00</u>
<u>PUBLIC SAFETY</u>						
Fire:						
Salaries and Wages	4,517,000.00	4,517,000.00	4,292,977.84		174,022.16	50,000.00
Other Expenses	158,584.00	158,584.00	110,590.46	40,038.32	7,955.22	
Fire Hydrant Rental	238,000.00	238,000.00	238,000.00			
Police:						
Salaries and Wages	6,506,400.00	6,503,450.00	5,759,911.07		233,538.93	510,000.00
Other Expenses	298,618.00	298,618.00	205,735.39	70,422.22	22,460.39	
Emergency Management Services:						
Other Expenses	16,000.00	16,000.00	168.00	416.00	15,416.00	
	<u>11,734,602.00</u>	<u>11,731,652.00</u>	<u>10,607,382.76</u>	<u>110,876.54</u>	<u>453,392.70</u>	<u>560,000.00</u>
<u>PUBLIC WORKS DEPARTMENT</u>						
Public Works Administration:						
Salaries and Wages	116,000.00	116,000.00	115,767.16		232.84	
Other Expenses	34,600.00	34,600.00	18,982.02	953.94	14,664.04	

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME - REGULATORY BASIS

Exhibit B-4  
Sheet #3

Appropriation	Appropriations		Paid or Charged	Reserved		Balance Cancelled
	Budget	Modified Budget		Encumbered	Unencumbered	
<u>APPROPRIATIONS WITHIN "CAPS"</u>						
<u>PUBLIC WORKS DEPARTMENT</u>						
Public Buildings and Grounds:						
Salaries and Wages	\$ 276,800.00	\$ 283,800.00	\$ 257,743.68	\$	\$ 26,056.32	\$
Other Expenses	224,100.00	224,100.00	120,487.41	52,273.14	51,339.45	
Shade Trees:						
Salaries and Wages	147,300.00	146,485.66	145,972.10		513.56	
Other Expenses	71,000.00	71,000.00	16,471.23	45,308.93	9,219.84	
Road Repair and Maintenance:						
Salaries and Wages	459,200.00	446,033.72	427,831.44		8,202.28	10,000.00
Other Expenses	16,000.00	16,000.00	7,079.70	4,923.22	3,997.08	
Storm Control:						
Salaries and Wages	40,000.00	40,387.28	40,387.28			
Other Expenses	125,000.00	125,000.00	125,000.00			
Sewer System:						
Salaries and Wages	121,600.00	137,400.00	122,858.71		14,541.29	
Other Expenses	7,750.00	7,750.00	1,469.82		6,280.18	
Sanitation, Solid Waste, Trash, etc. Disposal						
Service - Contractual	32,500.00	32,500.00	19,989.16	12,485.00	25.84	
Recycling Act, Ch. 278, P.L. 1981 - Taxes:						
Salaries and Wages	125,200.00	125,200.00	118,076.96		7,123.04	
Other Expenses	352,790.00	352,790.00	147,678.63	205,111.37		
Parks and Playgrounds:						
Salaries and Wages	331,200.00	207,484.83	184,653.90		22,830.93	
Other Expenses	58,500.00	58,500.00	26,835.05	4,487.41	27,177.54	
Auto Maintenance:						
Salaries and Wages	358,600.00	356,658.51	338,666.82		17,991.69	
Other Expenses	344,000.00	394,000.00	283,558.12	97,013.52	13,428.36	
Electrical Maintenance:						
Salaries and Wages	93,400.00	102,400.00	101,674.04		725.96	
Other Expenses	20,200.00	20,200.00	5,282.60	2,001.75	12,915.65	
	<u>3,355,740.00</u>	<u>3,298,290.00</u>	<u>2,626,465.83</u>	<u>424,558.28</u>	<u>237,265.89</u>	<u>10,000.00</u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME - REGULATORY BASIS

Exhibit B-4  
Sheet #4

Appropriation	Appropriations		Paid or Charged	Reserved		Balance Cancelled
	Budget	Modified Budget		Encumbered	Unencumbered	
<u>APPROPRIATIONS WITHIN "CAPS"</u>						
<u>HEALTH AND WELFARE</u>						
(Board of Health - Local Health Agency):						
Board of Health:						
Salaries and Wages	\$ 148,000.00	\$ 164,000.00	\$ 162,174.20	\$	\$ 1,825.80	\$
Other Expenses	18,107.00	18,107.00	12,711.81	535.38	4,859.81	
Administration of Public Assistance:						
Salaries and Wages	20,400.00	20,400.00	20,389.98		10.02	
Other Expenses	4,350.00	4,350.00	2,362.55	210.13	1,777.32	
Dog Regulation:						
Salaries and Wages	38,500.00	38,500.00	38,148.18		351.82	
Other Expenses	4,090.00	4,090.00	2,524.22	1,532.00	33.78	
	<u>233,447.00</u>	<u>249,447.00</u>	<u>238,310.94</u>	<u>2,277.51</u>	<u>8,858.55</u>	
<u>RECREATION AND EDUCATION</u>						
Recreation:						
Salaries and Wages	431,350.00	458,350.00	446,948.01		11,401.99	
Other Expenses	67,150.00	74,650.00	60,508.63	8,445.42	5,695.95	
	<u>498,500.00</u>	<u>533,000.00</u>	<u>507,456.64</u>	<u>8,445.42</u>	<u>17,097.94</u>	
<u>UNIFORM CONSTRUCTION CODE</u>						
Plumbing Inspections:						
Salaries and Wages	39,625.00	39,625.00	31,116.85		8,508.15	
Other Expenses	8,858.00	8,858.00	8,158.00		700.00	
Electrical Inspections:						
Salaries and Wages	28,625.00	28,625.00	26,407.06		2,217.94	
Other Expenses	9,790.00	9,790.00	9,110.00		680.00	
Building Department:						
Salaries and Wages	312,000.00	326,000.00	320,389.02		5,610.98	
Other Expenses	27,500.00	27,500.00	12,258.27	2,018.48	13,223.25	
	<u>426,398.00</u>	<u>440,398.00</u>	<u>407,439.20</u>	<u>2,018.48</u>	<u>30,940.32</u>	
<u>UNCLASSIFIED</u>						
Natural Gas	121,300.00	121,300.00	79,572.30	3,797.50	37,930.20	
Electricity	255,500.00	255,500.00	225,114.47	1,689.60	28,695.93	
Water	22,200.00	42,200.00	24,575.15		17,624.85	

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME - REGULATORY BASIS

Exhibit B-4  
Sheet #5

<u>Appropriation</u>	<u>Appropriations</u>		<u>Paid or Charged</u>	<u>Reserved</u>		<u>Balance Cancelled</u>
	<u>Budget</u>	<u>Modified Budget</u>		<u>Encumbered</u>	<u>Unencumbered</u>	
<u>APPROPRIATIONS WITHIN "CAPS"</u>						
<u>UNCLASSIFIED</u>						
Telephone	\$ 108,800.00	\$ 108,800.00	\$ 105,891.06	\$	\$ 2,908.94	\$
Street Lighting - Contractual	280,000.00	280,000.00	275,818.68		4,181.32	
Traffic Lighting - Contractual	20,000.00	20,000.00	18,640.76		1,359.24	
Excess Interlocal Appropriations:						
Electrical Inspections	13,584.00	13,584.00	13,584.00			
Plumbing Inspections	3,035.00	3,035.00	3,035.00			
	<u>824,419.00</u>	<u>844,419.00</u>	<u>746,231.42</u>	<u>5,487.10</u>	<u>92,700.48</u>	
Total Operations	<u>23,348,007.00</u>	<u>23,336,007.00</u>	<u>20,546,002.13</u>	<u>805,635.93</u>	<u>1,129,368.94</u>	<u>855,000.00</u>
Detail:						
Salaries and Wages	15,455,540.00	15,362,540.00	14,116,230.90		576,309.10	
Other Expenses	<u>7,892,467.00</u>	<u>7,973,467.00</u>	<u>6,429,771.23</u>	<u>805,635.93</u>	<u>553,059.84</u>	
<u>STATUTORY EXPENDITURES</u>						
Contribution to:						
Public Employees' Retirement System	715,000.00	715,000.00	701,117.08		13,882.92	
Social Security System (O.A.S.I.)	525,000.00	530,000.00	529,988.42		11.58	
Consolidated Police and Firemen's Pension Fund	19,279.61	19,279.61	19,279.61			
Police and Firemen's Retirement System of N.J.	<u>2,400,443.00</u>	<u>2,400,443.00</u>	<u>2,400,293.00</u>		<u>150.00</u>	
	<u>3,659,722.61</u>	<u>3,664,722.61</u>	<u>3,650,678.11</u>		<u>14,044.50</u>	
Total General Appropriations for Municipal Purposes Within "CAPS"	<u>27,007,729.61</u>	<u>27,000,729.61</u>	<u>24,196,680.24</u>	<u>805,635.93</u>	<u>1,143,413.44</u>	<u>855,000.00</u>
<u>APPROPRIATIONS EXCLUDED FROM "CAPS"</u>						
<u>OPERATIONS</u>						
Maintenance of Free Public Library	1,776,758.00	1,776,758.00	1,736,288.95	4,157.58	36,311.47	
Maintenance of Joint Trunk Sewer - Contractual	1,364,145.95	1,364,145.95	1,255,244.96	108,900.00	0.99	
Storm Water Permits	5,250.00	5,250.00	5,250.00			
Police 911 Command and Dispatch Center:						
Salaries and Wages	1,042,150.00	1,042,150.00	975,350.97		16,799.03	50,000.00
Other Expenses	<u>198,560.00</u>	<u>198,560.00</u>	<u>69,451.97</u>	<u>117,328.31</u>	<u>11,779.72</u>	

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME - REGULATORY BASIS

Exhibit B-4  
Sheet #6

Appropriation	Appropriations		Paid or Charged	Reserved		Balance Cancelled
	Budget	Modified Budget		Encumbered	Unencumbered	
<u>APPROPRIATIONS EXCLUDED FROM "CAPS"</u>						
<u>OPERATIONS</u>						
Interlocal Government Agreement:						
Electrical Inspections	\$ 60,000.00	\$ 60,000.00	\$ 52,734.05	\$ 25.00	\$ 7,240.95	\$
Plumbing Inspections	70,000.00	77,000.00	68,345.08	25.00	8,629.92	
Nonpublic Nursing Services:						
Board of Health:						
Salaries and Wages	10,000.00	10,000.00	10,000.00			
Other Expenses	15,900.00	15,900.00	15,900.00			
Interlocal Service Agreement:						
Municipal Court	163,000.00	163,000.00	163,000.00			
Inspections:						
South Orange	93,975.00	93,975.00	81,569.44		12,405.56	
Technology:						
Essex County	21,718.00	21,718.00	9,850.00		11,868.00	
	<u>4,821,456.95</u>	<u>4,828,456.95</u>	<u>4,442,985.42</u>	<u>230,435.89</u>	<u>105,035.64</u>	<u>50,000.00</u>
<u>PUBLIC AND PRIVATE PROGRAMS OFFSET BY REVENUES</u>						
Municipal Alliance Program	27,700.00	27,700.00	27,700.00			
Municipal Alliance Program - Match	6,925.00	6,925.00	6,925.00			
Safe and Secure Program	39,013.00	39,013.00	39,013.00			
Clean Communities Program	30,694.74	30,694.74	30,694.74			
Historic Preservation	8,265.00	8,265.00	8,265.00			
Recycling Tonnage Grant - Unappropriated	31,136.02	31,136.02	31,136.02			
U.S. Department of Justice JAG	43,293.34	43,293.34	43,293.34			
NJLM Educational Foundation	1,000.00	1,000.00	1,000.00			
Check 'Em Out Program	13,000.00	13,000.00	13,000.00			
Body Armor Replacement	381.63	381.63	381.63			
	<u>201,408.73</u>	<u>201,408.73</u>	<u>201,408.73</u>			
Total Operations - Excluded from "CAPS"	<u>5,022,865.68</u>	<u>5,029,865.68</u>	<u>4,644,394.15</u>	<u>230,435.89</u>	<u>105,035.64</u>	<u>50,000.00</u>
Detail:						
Salaries and Wages	1,052,150.00	1,052,150.00	985,350.97		16,799.03	50,000.00
Other Expenses	3,970,715.68	3,977,715.68	3,659,043.18	230,435.89	88,236.61	

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME - REGULATORY BASIS

Exhibit B-4  
Sheet #7

<u>Appropriation</u>	<u>Appropriations</u>		<u>Paid or Charged</u>	<u>Reserved</u>		<u>Balance Cancelled</u>
	<u>Budget</u>	<u>Modified Budget</u>		<u>Encumbered</u>	<u>Unencumbered</u>	
<u>APPROPRIATIONS EXCLUDED FROM "CAPS"</u>						
<u>Capital Improvements</u>						
Capital Improvement Fund	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00	\$	\$	\$
<u>Municipal Debt Service</u>						
Payment of Bond Principal	3,260,000.00	3,375,000.00	3,375,000.00			
Interest on Bonds	1,813,879.00	1,698,879.00	1,638,127.65			60,751.35
Interest on Notes	33,000.00	33,000.00	3,618.72			29,381.28
EDA Loan Repayments for Principal and Interest	25,000.00	25,000.00	24,790.68			209.32
	<u>5,131,879.00</u>	<u>5,131,879.00</u>	<u>5,041,537.05</u>			<u>90,341.95</u>
<u>DEFERRED CHARGES</u>						
Special Emergency Authorizations - 5 Years (N.J.S. 40A:4-55)	110,000.00	110,000.00	110,000.00			
Total General Appropriations for Municipal Purposes Excluded from "CAPS"	<u>10,464,744.68</u>	<u>10,471,744.68</u>	<u>9,995,931.20</u>	<u>230,435.89</u>	<u>105,035.64</u>	<u>140,341.95</u>
Sub-Total	37,472,474.29	37,472,474.29	34,192,611.44	1,036,071.82	1,248,449.08	995,341.95
Reserve for Uncollected Taxes	<u>1,429,000.00</u>	<u>1,429,000.00</u>	<u>1,429,000.00</u>			
Total General Appropriations	<u>\$ 38,901,474.29</u>	<u>\$ 38,901,474.29</u>	<u>\$ 35,621,611.44</u>	<u>\$ 1,036,071.82</u>	<u>\$ 1,248,449.08</u>	<u>\$ 995,341.95</u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME - REGULATORY BASIS

Exhibit B-4  
Sheet #8

Other Expenses and Charges to Income:	
Prior Year Revenue Refunds	\$ 1,587.98
Senior Citizen Deductions Disallowed by Tax Collector	2,000.00
Reserve for Other Accounts Receivable	65.99
Interfund Charges	768,770.84
Other Accounts Receivable Cancelled	1,830.73
Grants Receivable Cancelled	3,330.97
Prior Year Paid Taxes Cancelled	109,456.22
County Taxes	16,730,321.58
Local School District Taxes	60,128,077.86
Municipal Open Space Taxes	328,787.75
Special Improvement District Taxes	<u>177,217.21</u>
	<u>\$ 78,251,447.13</u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY

Exhibit B-5

Year	Balance	2012 Levy	Added Taxes	Collections		Due from State of New Jersey	Tax Overpayments Applied	Transferred to Tax Title Liens	Cancelled	Balance
	Dec. 31, 2011			2011	2012					Dec. 31, 2012
2008	\$ 4,355.32	\$	\$	\$	\$ 331.60	\$	\$	\$	\$	\$ 4,023.72
2009	2,257.31									2,257.31
2010	8,225.85									8,225.85
2011	1,368,360.33		2,000.00		1,357,321.05	250.00			5,181.19	7,608.09
	1,383,198.81		2,000.00		1,357,652.65	250.00			5,181.19	22,114.97
2012		104,450,822.86		451,222.84	101,488,174.31	105,750.00	95,343.45	22,178.78	657,804.99	1,630,348.49
	<u>\$ 1,383,198.81</u>	<u>\$ 104,450,822.86</u>	<u>\$ 2,000.00</u>	<u>\$ 451,222.84</u>	<u>\$ 102,845,826.96</u>	<u>\$ 106,000.00</u>	<u>\$ 95,343.45</u>	<u>\$ 22,178.78</u>	<u>\$ 662,986.18</u>	<u>\$ 1,652,463.46</u>

ANALYSIS OF 2012 PROPERTY TAX LEVY

<u>Tax Yield</u>		<u>Tax Levy</u>	
General Property Tax	\$ 104,086,358.30	Local School District (Abstract)	\$ 60,128,077.86
Special District Taxes	177,217.21	County Taxes:	
Added Taxes	187,247.35	County Tax (Abstract)	\$ 16,700,289.07
		Added Tax	30,032.51
		Special Improvement District Taxes	
		Local Taxes:	
		Dedicated Open Space Tax (Abstract)	328,200.00
		Added Taxes	587.75
			328,787.75
		Local Taxes for Municipal Purposes (Budget)	26,929,287.95
		Added Taxes	157,130.51
	<u>\$ 104,450,822.86</u>		<u>27,415,206.21</u>
			<u>\$ 104,450,822.86</u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF TAX TITLE LIENS

Exhibit B-6

Balance December 31, 2011	\$ 224,041.15
Increased by:	
Transfer from Taxes Receivable	<u>22,178.78</u>
	246,219.93
Decreased by:	
Collections	<u>1,405.09</u>
Balance December 31, 2012	<u>\$ 244,814.84</u>

STATEMENT OF PROPERTY ACQUIRED FOR TAXES  
AT ASSESSED VALUATION

Exhibit B-7

Balance December 31, 2011	<u>\$ 322,500.00</u>
Balance December 31, 2012	<u>\$ 322,500.00</u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF SEWER USER CHARGES RECEIVABLE  
(JOINT MEETING)

Exhibit B-8

Balance December 31, 2011		\$ 135,709.40
Increased by:		
2012 Net Sewer Billings		<u>1,946,528.28</u>
		2,082,237.68
Decreased by:		
Collections	\$1,883,253.32	
Overpayments Applied	<u>2,379.25</u>	
	1,885,632.57	
Transferred to Liens	175.00	
Cancelled	<u>353.48</u>	
		<u>1,886,161.05</u>
Balance December 31, 2012		<u><u>\$ 196,076.63</u></u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF SEWER USER LIENS

Exhibit B-9

Balance December 31, 2011		\$ 1,335.30
Increased by:		
Transfer from Sewer User Charges Receivable	\$ 175.00	
Prior Year Adjustment	<u>275.00</u>	
		<u>450.00</u>
Balance December 31, 2012		<u><u>\$ 1,785.30</u></u>

STATEMENT OF OTHER LIENS RECEIVABLE

Exhibit B-10

	<u>Total</u>	<u>Property Maintenance</u>	<u>Demolition</u>
Balance December 31, 2011	\$ 2,922.28	\$ 1,716.60	\$ 1,205.68
Increased by:			
2012 Liens	<u>55.00</u>	<u>55.00</u>	
	2,977.28	1,771.60	<u>1,205.68</u>
Decreased by:			
Collections	<u>2,857.25</u>	<u>1,651.57</u>	<u>1,205.68</u>
Balance December 31, 2012	<u><u>\$ 120.03</u></u>	<u><u>\$ 120.03</u></u>	<u><u>\$ -</u></u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF GRANTS RECEIVABLE

Exhibit B-11  
Sheet #1

	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>Grant</u> <u>Award</u>	<u>Collections</u>	<u>Cancelled</u>	<u>Balance</u> <u>Dec. 31, 2012</u>
<u>State Grants</u>					
Body Armor Grant	\$	\$ 381.63	\$ 381.63	\$	\$
CDC Bio-Terrorism Grant:					
2005 and Prior Years	3,345.00			3,345.00	
Clean Communities		30,694.74	30,694.74		
DCA Livable Communities:					
2005 and Prior Years	8,550.00				8,550.00
DCA Share Grant:					
2005 and Prior Years	16,500.00				16,500.00
Domestic Violence Grant:					
2005 and Prior Years	1,693.61			1,693.61	
DOT Safe Streets to School:					
2006	25,000.00				25,000.00
Emergency Management Assistance:					
2006	5,000.00				5,000.00
Fire - SHARE:					
2005 and Prior Years	12,800.00			12,800.00	
GREAT Grant:					
2005 and Prior Years	4,137.00			23.81	4,113.19
Hazardous Discharge Site Remediation:					
2008 and Prior Years	54,095.00				54,095.00
Local Domestic Preparedness:					
2005 and Prior Years	59,994.34				59,994.34
Municipal Alliance Grant:					
2008 and Prior Years	7,995.33				7,995.33
2009	2,799.00				2,799.00
2010	496.00				496.00
2011	7,725.00		7,725.00		
2012		27,700.00	12,326.00		15,374.00
Neighborhood Preservation:					
2005 and Prior Years	21,074.00			21,074.00	

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF GRANTS RECEIVABLE

Exhibit B-11  
Sheet #2

	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>Grant</u> <u>Award</u>	<u>Collections</u>	<u>Cancelled</u>	<u>Balance</u> <u>Dec. 31, 2012</u>
<u>State Grants</u>					
New Jersey Department of Transportation:					
2005 and Prior Years	\$ 154,876.57	\$	\$	\$	\$ 154,876.57
N.J. Transit Challenge Grant:					
2005 and Prior Years	9,173.25			9,173.25	
Nonpublic Nursing:					
2005 and Prior Years	94,181.00				94,181.00
Public Health Priority Funding:					
2005 and Prior Years	5,482.00			5,482.00	
Recycling Tonnage Grant		31,136.02	31,136.02		
Safe and Secure Communities:					
2008 and Prior Years	105.00			105.00	
2011	32,780.00		32,780.00		
2012		39,013.00			39,013.00
Safe Schools and Community Program:					
2005 and Prior Years	45,000.00			45,000.00	
Special Improvement District - Challenge Grant:					
2005 and Prior Years	4,346.36				4,346.36
Tobacco Age-of-Sale Enforcement Grant:					
2010	100.00			100.00	
Healthy Community Development:					
2010	1,250.00				1,250.00
Stimulus Fund:					
2010	70.00				70.00
Statewide Crackdown:					
2010	200.00				200.00
<u>Federal Grants</u>					
Assistance to Firefighters:					
2007	13,650.00			13,650.00	

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF GRANTS RECEIVABLE

Exhibit B-11  
Sheet #3

	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>Grant</u> <u>Award</u>	<u>Collections</u>	<u>Cancelled</u>	<u>Balance</u> <u>Dec. 31, 2012</u>
<u>Federal Grants</u>					
Bulletproof Vest Program:					
2005 and Prior Years	\$ 1,400.00	\$	\$	\$	\$ 1,400.00
COPS in Schools - SRO #2:					
2005 and Prior Years	22,726.16				22,726.16
Department of Justice Grant:					
2006	3,828.85				3,828.85
Law Enforcement Block Grant:					
2005 and Prior Years	7,968.92				7,968.92
Neighborhood Preservation - HOME:					
2005 and Prior Years	94,474.00				94,474.00
U.S. Department of Justice - JAG		43,293.34	43,293.34		
COPS Law Enforcement Technology:					
2009	100,034.52		99,793.52		241.00
Historic Preservation:					
2011	12,000.00				12,000.00
2012		5,865.00			5,865.00
 <u>Other Grants</u>					
N.J. Automobile Club Foundation for					
Safety and Education:					
2005 and Prior Years	500.00				500.00
Schwab Charitable Fund Donation:					
2009	2,000.00			2,000.00	
Art Maplewood on Stage:					
2011	625.00				625.00
H1N1 Corrective Action Mini-Grants:					
2011	128.77				128.77
Check 'Em Out Program:					
2012		13,000.00			13,000.00
NJLM Educational Foundation		1,000.00	1,000.00		
	<u>\$ 838,104.68</u>	<u>\$ 192,083.73</u>	<u>\$ 259,130.25</u>	<u>\$ 114,446.67</u>	<u>\$ 656,611.49</u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
 STATEMENT OF DEFERRED CHARGES  
N.J.S. 40A:4-53 SPECIAL EMERGENCY

Exhibit B-12

<u>Date Authorized</u>	<u>Purpose</u>	<u>Net Amount Authorized</u>	<u>1/5 of Net Amount Authorized</u>	<u>Balance Dec. 31, 2011</u>	<u>Budget Appropriation</u>	<u>Balance Dec. 31, 2012</u>
9-01-09	Revaluation	<u>\$ 550,000.00</u>	<u>\$ 110,000.00</u>	<u>\$ 330,000.00</u>	<u>\$ 110,000.00</u>	<u>\$ 220,000.00</u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF APPROPRIATION RESERVES

Exhibit B-13  
Sheet #1

APPROPRIATIONS	Balance Dec. 31, 2011		Balance After Transfers	Paid or Charged	Balance Lapsed
	<u>Encumbered</u>	<u>Unencumbered</u>			
<u>APPROPRIATIONS WITHIN "CAPS"</u>					
<u>GENERAL GOVERNMENT</u>					
Administrative and Executive:					
Salaries and Wages	\$	\$ 6,379.20	\$ 6,379.20	\$	\$ 6,379.20
Other Expenses	6,526.95	8,010.68	14,537.63	11,307.70	3,229.93
Township Clerk:					
Salaries and Wages		7,170.00	7,170.00		7,170.00
Other Expenses	4,692.49	14,132.33	18,824.82	13,220.01	5,604.81
Township Committee:					
Salaries and Wages		1,849.80	1,849.80		1,849.80
Other Expenses	990.76	3,324.21	4,314.97	2,072.40	2,242.57
Financial Administration:					
Salaries and Wages		12,849.94	12,849.94		12,849.94
Other Expenses	955.06	6,101.90	7,056.96	6,713.52	343.44
Assessment of Taxes:					
Salaries and Wages		2,703.96	2,703.96		2,703.96
Other Expenses	76.95	2,320.11	2,397.06	2,254.00	143.06
Legal Services and Costs:					
Salaries and Wages		1,554.23	1,554.23		1,554.23
Other Expenses		7,918.82	7,918.82	7,841.52	77.30
Engineering Services and Costs:					
Salaries and Wages		3,567.24	3,567.24		3,567.24
Other Expenses	1,163.85	3,198.81	4,366.66	732.41	3,630.25
Municipal Land Use Law (N.J.S. 40:55D-1):					
Planning Board:					
Salaries and Wages		103.32	103.32		103.32
Other Expenses	5,141.27	3,535.30	8,676.57	7,698.65	977.92
Municipal Court:					
Salaries and Wages		1,088.39	1,088.39		1,088.39
Other Expenses	6,749.39	5,044.69	11,794.08	8,263.23	3,530.85
Public Defender (P.L. 1997, C.256):					
Salaries and Wages		0.29	0.29		0.29
Prosecutor:					
Salaries and Wages		2,237.38	2,237.38		2,237.38
Other Expenses	162.75	860.52	1,023.27		1,023.27

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF APPROPRIATION RESERVES

Exhibit B-13  
Sheet #2

<u>APPROPRIATIONS</u>	Balance Dec. 31, 2011		Balance After Transfers	Paid or Charged	Balance Lapsed
	<u>Encumbered</u>	<u>Unencumbered</u>			
<u>APPROPRIATIONS WITHIN "CAPS"</u>					
<u>GENERAL GOVERNMENT</u>					
Municipal Land Use Law (N.J.S. 40:55D-1):					
Board of Adjustment:					
Salaries and Wages	\$	\$ 605.12	\$ 605.12	\$	\$ 605.12
Other Expenses	120.14	2,170.80	2,290.94		2,290.94
Economic Development:					
Other Expenses	21,250.00	68,064.25	89,314.25	24,301.25	65,013.00
Joint Sewer User Charge Administration:					
Salaries and Wages		625.23	625.23		625.23
Other Expenses	76.95	484.82	561.77		561.77
Audit Services	1,170.00	1.08	1,171.08	1,170.00	1.08
Human Resources	82.09	1,119.34	1,201.43	517.26	684.17
General Liability		8,365.31	8,365.31	1,561.81	6,803.50
Employee Group Health		165,399.60	165,399.60	105,218.67	60,180.93
Historic Preservation:					
Other Expenses		2,673.25	2,673.25	837.63	1,835.62
Jitney Service	4,084.25	20,261.09	24,345.34	5,139.18	19,206.16
Data Processing Costs	26,381.88	51.72	26,433.60	26,038.61	394.99
	79,624.78	363,772.73	443,397.51	224,887.85	218,509.66
 <u>PUBLIC SAFETY</u>					
Fire:					
Salaries and Wages		491.34	491.34		491.34
Other Expenses	16,081.21	4,770.76	20,851.97	15,922.48	4,929.49
Fire Hydrant Rental		626.20	626.20		626.20
Police:					
Salaries and Wages		166,176.82	166,176.82		166,176.82
Other Expenses	71,422.43	32,033.92	103,456.35	79,164.42	24,291.93
Emergency Management Services:					
Other Expenses		12,833.40	12,833.40		12,833.40
	87,503.64	216,932.44	304,436.08	95,086.90	209,349.18
 <u>PUBLIC WORKS DEPARTMENT</u>					
Public Works Administration:					
Salaries and Wages		797.07	797.07		797.07
Other Expenses	1,496.20	11,918.87	13,415.07	1,520.29	11,894.78

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF APPROPRIATION RESERVES

Exhibit B-13  
Sheet #3

<u>APPROPRIATIONS</u>	Balance Dec. 31, 2011		Balance After Transfers	Paid or Charged	Balance Lapsed
	<u>Encumbered</u>	<u>Unencumbered</u>			
<u>APPROPRIATIONS WITHIN "CAPS"</u>					
<u>PUBLIC WORKS DEPARTMENT</u>					
Public Buildings and Grounds:					
Salaries and Wages	\$	\$ 6,608.38	\$ 6,608.38	\$	\$ 6,608.38
Other Expenses	33,081.22	49,469.08	82,550.30	40,380.54	42,169.76
Shade Trees:					
Salaries and Wages		333.02	333.02		333.02
Other Expenses	20,121.00	8,492.96	28,613.96	21,173.25	7,440.71
Road Repair and Maintenance:					
Salaries and Wages		4,172.21	4,172.21		4,172.21
Other Expenses		8,056.03	8,056.03	633.10	7,422.93
Sewer System:					
Salaries and Wages		338.12	338.12		338.12
Other Expenses		2,944.95	2,944.95	571.17	2,373.78
Sanitation, Solid Waste, Trash, Service - Contractual					
		2,454.60	2,454.60		2,454.60
Recycling Act, Ch. 278, P.L. 1981 - Taxes:					
Salaries and Wages		12,877.80	12,877.80		12,877.80
Other Expenses	130,607.37	38,749.95	169,357.32	98,611.37	70,745.95
Parks and Playgrounds:					
Salaries and Wages		4,768.18	4,768.18		4,768.18
Other Expenses	7,990.59	19,541.97	27,532.56	8,385.96	19,146.60
Auto Maintenance:					
Salaries and Wages		16,417.53	16,417.53		16,417.53
Other Expenses	70,468.02	21,183.05	91,651.07	82,819.34	8,831.73
Electrical Maintenance:					
Salaries and Wages		1,593.79	1,593.79		1,593.79
Other Expenses	1,157.02	11,336.62	12,493.64	4,827.14	7,666.50
	<u>264,921.42</u>	<u>222,054.18</u>	<u>486,975.60</u>	<u>258,922.16</u>	<u>228,053.44</u>
<u>HEALTH AND WELFARE</u>					
(Board of Health - Local Health Agency):					
Board of Health:					
Salaries and Wages		11,066.92	11,066.92		11,066.92
Other Expenses	76.95	2,350.42	2,427.37	34.04	2,393.33

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF APPROPRIATION RESERVES

Exhibit B-13  
Sheet #4

<u>APPROPRIATIONS</u>	Balance Dec. 31, 2011		Balance After Transfers	Paid or Charged	Balance Lapsed
	<u>Encumbered</u>	<u>Unencumbered</u>			
<u>APPROPRIATIONS WITHIN "CAPS"</u>					
<u>HEALTH AND WELFARE</u>					
Administration of Public Assistance:					
Salaries and Wages	\$	\$ 0.02	\$ 0.02	\$	\$ 0.02
Other Expenses	168.00	1,025.44	1,193.44	177.49	1,015.95
Dog Regulation:					
Salaries and Wages		35.12	35.12		35.12
Other Expenses	76.84	691.60	768.44		768.44
	321.79	15,169.52	15,491.31	211.53	15,279.78
<u>RECREATION AND EDUCATION</u>					
Recreation:					
Salaries and Wages		65,484.66	65,484.66	2,439.29	63,045.37
Other Expenses	3,149.58	9,508.33	12,657.91	11,853.93	803.98
	3,149.58	74,992.99	78,142.57	14,293.22	63,849.35
<u>UNIFORM CONSTRUCTION CODE</u>					
Plumbing Inspections:					
Salaries and Wages		9,692.94	9,692.94		9,692.94
Other Expenses		529.98	529.98		529.98
Electrical Inspections:					
Salaries and Wages		2,459.91	2,459.91		2,459.91
Other Expenses		516.77	516.77		516.77
Building Department:					
Salaries and Wages		5,185.62	5,185.62		5,185.62
Other Expenses	249.45	36,869.54	37,118.99	133.55	36,985.44
	249.45	55,254.76	55,504.21	133.55	55,370.66
<u>UNCLASSIFIED</u>					
Natural Gas	1,600.71	14,562.00	16,162.71	2,646.70	13,516.01
Electricity		11,738.00	11,738.00		11,738.00
Water		1,139.15	1,139.15		1,139.15
Telephone		10,558.55	10,558.55	659.24	9,899.31
Street Lighting - Contractual		102.53	102.53		102.53
Traffic Lighting - Contractual		4,469.85	4,469.85	866.86	3,602.99
	1,600.71	42,570.08	44,170.79	4,172.80	39,997.99

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF APPROPRIATION RESERVES

Exhibit B-13  
Sheet #5

<u>APPROPRIATIONS</u>	<u>Balance</u> <u>Dec. 31, 2011</u>		<u>Balance</u> <u>After</u> <u>Transfers</u>	<u>Paid or</u> <u>Charged</u>	<u>Balance</u> <u>Lapsed</u>
	<u>Encumbered</u>	<u>Unencumbered</u>			
<u>APPROPRIATIONS WITHIN "CAPS"</u>					
<u>STATUTORY EXPENDITURES</u>					
Contribution to:					
Public Employees' Retirement System	\$	\$ 10,918.02	\$ 10,918.02	\$ 2.10	\$ 10,915.92
Social Security System (O.A.S.I.)		15,868.58	15,868.58	331.49	15,537.09
Consolidated Police and Firemen's Pension Fund		166.78	166.78		166.78
Police and Firemen's Retirement System of NJ		339.52	339.52		339.52
		<u>27,292.90</u>	<u>27,292.90</u>	<u>333.59</u>	<u>26,959.31</u>
 Total Appropriations Within "CAPS"	 <u>437,371.37</u>	 <u>1,018,039.60</u>	 <u>1,455,410.97</u>	 <u>598,041.60</u>	 <u>857,369.37</u>
<u>APPROPRIATIONS EXCLUDED FROM "CAPS"</u>					
<u>OTHER OPERATIONS</u>					
Insurance (N.J.S.A. 40A:4-45.3(00) Employee					
Group Health		115,574.00	115,574.00	115,574.00	
Maintenance of Free Public Library	360.00	49,563.02	49,923.02	22,190.81	27,732.21
Maintenance of Joint Trunk Sewer - Contractual		217,749.99	217,749.99	217,749.99	
Police 911 Command and Dispatch Center:					
Salaries and Wages		173,165.78	173,165.78	13,367.96	159,797.82
Other Expenses	53,487.54	21,005.02	74,492.56	55,839.23	18,653.33
Interlocal Government Agreement:					
Electrical Inspections		7,687.05	7,687.05		7,687.05
Plumbing Inspections		3,191.29	3,191.29		3,191.29
After School Program		171,856.08	171,856.08		171,856.08
	<u>53,847.54</u>	<u>759,792.23</u>	<u>813,639.77</u>	<u>424,721.99</u>	<u>388,917.78</u>
 Total General Appropriations	 <u>\$ 491,218.91</u>	 <u>\$ 1,777,831.83</u>	 <u>\$ 2,269,050.74</u>	 <u>\$ 1,022,763.59</u>	 <u>\$ 1,246,287.15</u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF LOCAL SCHOOL DISTRICT TAX PAYABLE

Exhibit B-14

Balance December 31, 2011		\$ 59,134.99
Increased by:		
2012 Levy - Calendar Year		60,128,077.86
		60,187,212.85
Decreased by:		
Payments		60,024,708.25
		60,024,708.25
Balance December 31, 2012		\$ 162,504.60

STATEMENT OF COUNTY TAXES PAYABLE

Exhibit B-15

Increased by:			
2012 General Levy		\$ 16,153,199.76	
Open Space Preservation		547,089.31	
Added Taxes		30,032.51	
		16,730,321.58	\$ 16,730,321.58
Decreased by:			
Payments			16,730,321.58
			16,730,321.58
			\$ -

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF MUNICIPAL OPEN SPACE TAXES

Exhibit B-16

Increased by:	
2012 Levy	\$ 328,787.75
Decreased by:	
Transferred to General Trust Fund	<u>328,787.75</u>
	<u>\$ -</u>

STATEMENT OF DUE TO SPECIAL IMPROVEMENT DISTRICT

Exhibit B-17

Increased by:	
Special Improvement District Levy	\$ 177,217.21
Decreased by:	
Payments	<u>177,217.21</u>
	<u>\$ -</u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF SPECIAL EMERGENCY NOTE PAYABLE

Exhibit B-18

Balance December 31, 2011	\$ 330,000.00
Increased by:	
Note Issued	220,000.00
	550,000.00
Decreased by:	
Payments	330,000.00
	\$ 220,000.00

Analysis of Balance

<u>Maturity</u> <u>Date</u>	<u>Interest</u> <u>Rate</u>	<u>Amount</u>
11-15-13	2.375%	\$ 220,000.00

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF APPROPRIATED RESERVES FOR GRANT EXPENDITURES

Exhibit B-19  
Sheet #1

	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>2012 Budget</u> <u>Appropriation</u>	<u>Paid or</u> <u>Charged</u>	<u>Cancelled</u>	<u>Balance</u> <u>Dec. 31, 2012</u>
<u>State Grants</u>					
Aggressive Driving:					
2005 and Prior Years	\$ 655.00	\$	\$ 655.00	\$	\$
Americans with Disabilities:					
2005 and Prior Years	1,920.00		1,920.00		
Bio-Terrorism Planning:					
2005 and Prior Years	3,000.00				3,000.00
Body Armor Replacement:					
2009	2,010.31		2,010.31		
2011	12,426.71		5,299.09		7,127.62
2012		381.63			381.63
CDC Bio-Terrorism:					
2005 and Prior Years	14.03			14.03	
Challenge Grant:					
2005 and Prior Years	9,343.32		9,343.32		
Clean Communities:					
2011	19,908.23		19,908.23		
2012		30,694.74	6,655.11		24,039.63
Click It or Ticket:					
2008	4,000.00		4,000.00		
2009	4,000.00		4,000.00		
Community Assistance:					
2005 and Prior Years	15,134.03		15,134.03		
Domestic Violence Grant:					
2005 and Prior Years	2,144.41		450.80	1,693.61	
Drunk Driving Enforcement Fund:					
2008 and Prior Years	7,683.03		4,978.72		2,704.31
Emergency Management:					
2006 and Prior Years	17,061.65		12,061.65		5,000.00
Enhanced 911 General Assistance:					
2007 and Prior Years	1,179.65		1,179.65		

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF APPROPRIATED RESERVES FOR GRANT EXPENDITURES

Exhibit B-19  
Sheet #2

	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>2012 Budget</u> <u>Appropriation</u>	<u>Paid or</u> <u>Charged</u>	<u>Cancelled</u>	<u>Balance</u> <u>Dec. 31, 2012</u>
<u>State Grants</u>					
Firefighter's SHARE:					
2005 and Prior Years	\$ 20,000.00	\$	\$ 7,200.00	\$ 12,800.00	\$
Firemen's Fund:					
2005 and Prior Years	5,000.00		5,000.00		
GREAT:					
2005 and Prior Years	23.81			23.81	
Hazardous Discharge Site Remediation:					
2008	54,954.17				54,954.17
Local Domestic Preparedness:					
2005 and Prior Years	38,046.66		5,000.00		33,046.66
Matching Funds for Feasibility Study:					
2005 and Prior Years	5,000.00				5,000.00
Municipal Alliance:					
2011	18,919.15		18,919.15		
2012		34,625.00	3,856.04		30,768.96
Neighborhood Preservation:					
2005 and Prior Years	43,467.01		22,393.01	21,074.00	
N.J. Transit Challenge Grant:					
2005 and Prior Years	32,249.10		23,075.85	9,173.25	
Nonpublic Nursing:					
2005 and Prior Years	74,927.90				74,927.90
Pandemic Flu:					
2008 and Prior Years	4,665.79		4,665.79		
Public Health Priority Funding:					
2005 and Prior Years	15,349.80		9,867.80	5,482.00	
Recreation for Individuals with Disabilities:					
2005 and Prior Years	8,261.45		8,261.45		
Recycling Grant:					
2008 and Prior Years	12,163.08		5,136.74		7,026.34
2009	50,499.12				50,499.12
2012		31,136.02			31,136.02

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF APPROPRIATED RESERVES FOR GRANT EXPENDITURES

Exhibit B-19  
Sheet #3

	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>2012 Budget</u> <u>Appropriation</u>	<u>Paid or</u> <u>Charged</u>	<u>Cancelled</u>	<u>Balance</u> <u>Dec. 31, 2012</u>
<u>State Grants</u>					
Safe and Secure Communities:					
2008 and Prior Years	\$ 21,143.50	\$	\$ 21,038.50	\$ 105.00	\$
2009	37,389.00		37,389.00		
2010	39,013.00		39,013.00		
2011	32,780.00		32,780.00		
2012		39,013.00	39,013.00		
Safe Schools and Community Program:					
2005 and Prior Years	45,000.00			45,000.00	
SLAHEOP:					
2005 and Prior Years	2,405.72		2,405.72		
Special Improvement District - Challenge Grant:					
2005 and Prior Years	662.00				662.00
State Park Grant:					
2008	37,000.00		37,000.00		
Tobacco Age-of-Sale:					
2008 and Prior Years	2,720.00		2,720.00		
2009	960.00		960.00		
2010	540.00		440.00	100.00	
Tobacco Control Program:					
2005 and Prior Years	1,869.75		1,869.75		
Victims Witness Advocacy:					
2005 and Prior Years	202.00		202.00		
You Drink, You Drive, You Lose:					
2007	3,575.00		3,575.00		
Flood Mitigation:					
2009	63,342.08				63,342.08
2010	14,955.54				14,955.54
2011	21,313.75				21,313.75
Sustainable Jersey Small Grant:					
2009	5,297.18				5,297.18
2010	726.78				726.78

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF APPROPRIATED RESERVES FOR GRANT EXPENDITURES

Exhibit B-19  
Sheet #4

	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>2012 Budget</u> <u>Appropriation</u>	<u>Paid or</u> <u>Charged</u>	<u>Cancelled</u>	<u>Balance</u> <u>Dec. 31, 2012</u>
<u>State Grants</u>					
2010 State Health Services Grant - H1N1:					
2009	\$ 19,392.20	\$	\$ 19,392.20	\$	\$
N.J. Forest Service - 2010 Business Stimulus Fund:					
2010	7,000.00				7,000.00
Smart Future Grant:					
2010	5,000.00				5,000.00
2011	10,000.00				10,000.00
Smart Growth Redevelopment - II:					
2011	6,000.00				6,000.00
<u>Federal Grants</u>					
Assistance to Firefighters:					
2007	13,650.00			13,650.00	
Community Development Block Grant:					
2005 and Prior Years	605.30				605.30
Department of Justice Grant:					
2006	743.15				743.15
Law Enforcement Block Grant:					
2005 and Prior Years	2,069.81				2,069.81
Municipal Storm Water Grant:					
2006	7,019.70				7,019.70
2007	14,110.00				14,110.00
U.S. Department of Justice - JAG:					
2008	80.35				80.35
2011	30,290.21				30,290.21
2012		43,293.34			43,293.34
COPS Law Enforcement Technology:					
2009	99,965.48		99,725.70		239.78

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF APPROPRIATED RESERVES FOR GRANT EXPENDITURES

Exhibit B-19  
Sheet #5

	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>2012 Budget</u> <u>Appropriation</u>	<u>Paid or</u> <u>Charged</u>	<u>Cancelled</u>	<u>Balance</u> <u>Dec. 31, 2012</u>
<u>Federal Grants</u>					
Historic Preservation:					
2011	\$ 15,000.00	\$	\$ 15,000.00	\$	\$
2012		8,265.00	5,856.00		2,409.00
 <u>Other Grants</u>					
Robert Wood Johnson Bike Grant:					
2006 and Prior Years	1,550.00		1,550.00		
Schwab Charitable Fund Donation:					
2009	2,000.00			2,000.00	
Association of N.J. Environmental Commission:					
2009	13,000.00		5,900.00		7,100.00
South Orange/Maplewood Feasibility Study:					
2009	1,435.00		1,435.00		
Art Maplewood on Stage:					
2011	1,000.00				1,000.00
Hilton Branch Library Rain Garden:					
2011	5,649.51		5,011.24		638.27
H1N1 Corrective Action Mini-Grant:					
2011	4,392.75				4,392.75
Check 'Em Out Program:					
2012		13,000.00			13,000.00
NJLM Educational Foundation:					
2012		1,000.00			1,000.00
	<u>\$ 1,074,856.17</u>	<u>\$ 201,408.73</u>	<u>\$ 573,247.85</u>	<u>\$ 111,115.70</u>	<u>\$ 591,901.35</u>

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND  
STATEMENT OF ACCUMULATED REVENUE - UNAPPROPRIATED

Exhibit B-20

	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>Increase</u>	<u>Decrease</u> <u>Anticipated as</u> <u>Current Fund</u> <u>Revenue</u>	<u>Balance</u> <u>Dec. 31, 2012</u>
Regular:				
Proceeds from Sale of Municipal Assets	<u>\$ 50,169.50</u>	\$	\$	<u>\$ 50,169.50</u>
State and Federal Grant Fund:				
Body Armor Replacement Grant	381.63	5,753.94	381.63	5,753.94
U.S. Department of Justice:				
Justice Assistance Grant	43,293.34		43,293.34	
Recycling Tonnage Grant	31,136.02	22,149.41	31,136.02	22,149.41
Bulletproof Vest		9,106.79		9,106.79
NJLM Educational Foundation	1,000.00		1,000.00	
NJAW Environmental Grant		1,000.00		1,000.00
	<u>75,810.99</u>	<u>38,010.14</u>	<u>75,810.99</u>	<u>38,010.14</u>
	<u>\$ 125,980.49</u>	<u>\$ 38,010.14</u>	<u>\$ 75,810.99</u>	<u>\$ 88,179.64</u>

TOWNSHIP OF MAPLEWOOD  
TRUST AND AGENCY FUND  
COMBINED COMPARATIVE STATEMENTS OF ASSETS, LIABILITIES AND RESERVES  
REGULATORY BASIS  
AS OF DECEMBER 31, 2012 AND 2011

Exhibit C-1

ASSETS	Animal Control		General Trust		Public Assistance		Totals	
	2012	2011	2012	2011	2012	2011	2012	2011
Cash and Cash Equivalents	\$ 32,665.40	\$ 20,941.52	\$ 3,671,455.64	\$ 2,955,122.64	\$ 113,033.11	\$ 148,857.15	\$ 3,817,154.15	\$ 3,124,921.31
Due from Municipal Court			478.00	278.00			478.00	278.00
Other Accounts Receivable			82,304.59	93,013.04			82,304.59	93,013.04
Interfunds Receivable				4,515.31				4,515.31
	<u>\$ 32,665.40</u>	<u>\$ 20,941.52</u>	<u>\$ 3,754,238.23</u>	<u>\$ 3,052,928.99</u>	<u>\$ 113,033.11</u>	<u>\$ 148,857.15</u>	<u>\$ 3,899,936.74</u>	<u>\$ 3,222,727.66</u>
 <b>LIABILITIES AND RESERVES</b>								
Due to State of New Jersey	\$ 275.20	\$ 148.00	\$	\$	\$ 102,873.96	\$ 140,628.96	\$ 103,149.16	\$ 140,776.96
Accounts Payable				9,297.52				9,297.52
Other Deposits			1,691,769.05	1,534,914.76			1,691,769.05	1,534,914.76
Payroll Deductions Payable			296,291.22	304,253.88			296,291.22	304,253.88
Premiums on Tax Sale			982,300.00	515,000.00			982,300.00	515,000.00
Interfunds Payable			59,666.74	34,200.00			59,666.74	34,200.00
Prepaid Revenues	3,008.40	4,591.20					3,008.40	4,591.20
Reserves:								
Animal Control Expenditures	29,381.80	16,202.32					29,381.80	16,202.32
Tax Title Lien Redemption			2,136.91	38,418.44			2,136.91	38,418.44
Municipal Open Space Taxes			722,074.31	616,844.39			722,074.31	616,844.39
Public Assistance Expenditures					10,159.15	8,228.19	10,159.15	8,228.19
	<u>\$ 32,665.40</u>	<u>\$ 20,941.52</u>	<u>\$ 3,754,238.23</u>	<u>\$ 3,052,928.99</u>	<u>\$ 113,033.11</u>	<u>\$ 148,857.15</u>	<u>\$ 3,899,936.74</u>	<u>\$ 3,222,727.66</u>

TOWNSHIP OF MAPLEWOOD  
TRUST AND AGENCY FUND  
STATEMENT OF RESERVE FOR ANIMAL CONTROL EXPENDITURES

Exhibit C-2

Balance December 31, 2011		\$ 16,202.32
Increased by:		
Dog License Fees	\$ 11,426.40	
Cat License Fees	2,187.00	
Late Fees	483.00	
Donations	1,000.00	
Replacement Fees - Dog License	11.00	
Miscellaneous	307.60	
		15,415.00
		31,617.32
Decreased by:		
Expenditures Under R.S. 4:19-15.11		2,235.52
Balance December 31, 2012		\$ 29,381.80

Animal Control Trust Fund Collections

<u>Year</u>	<u>Amount</u>
2010	\$ 15,954.60
2011	16,841.40
Maximum Reserve	\$ 32,796.00

TOWNSHIP OF MAPLEWOOD  
TRUST AND AGENCY FUND  
STATEMENT OF OTHER DEPOSITS

Exhibit C-3

<u>Description</u>	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>Increase</u>	<u>Decrease</u>	<u>Balance</u> <u>Dec. 31, 2012</u>
Parking Offenses Adjudication Act	\$ 1,879.21	\$ 12,595.95	\$ 13,730.74	\$ 744.42
Affordable Housing	299,168.75	561.72	185,720.80	114,009.67
Arts - Maplewood	5,959.29		725.89	5,233.40
Builders' Escrow	90,598.39	108,688.00	40,815.47	158,470.92
Donations	7,592.00	750.00	136.10	8,205.90
Burgdorf Center Donation	8,085.25			8,085.25
Redevelopment Escrows	67,397.14	40,000.00	39,820.50	67,576.64
Escrows	186,865.58	192,778.54	34,695.92	344,948.20
Special Deposits	3,863.71		3,863.71	
Fire Prevention Penalties	17,811.47	9,289.00	1,736.28	25,364.19
Forfeited Property	19,244.75	203.28		19,448.03
Holiday	1,176.99	1,144.25	615.00	1,706.24
Development Fee	4.30		4.30	
Outside Employment of Police		239,403.70	239,403.70	
Recreation	61,774.41	57,335.25	48,716.09	70,393.57
Recycling Trust	153,007.45	81,864.32	110,156.20	124,715.57
Self-Loss Insurance Fund	283,347.97	131,595.76	97,876.41	317,067.32
Snow Removal	157,711.24	390,869.10	336,608.47	211,971.87
Special Claims Management	4,500.00		4,500.00	
Unemployment Insurance	164,926.86	103,742.49	54,841.49	213,827.86
	<u>\$ 1,534,914.76</u>	<u>\$ 1,370,821.36</u>	<u>\$ 1,213,967.07</u>	<u>\$ 1,691,769.05</u>

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
COMPARATIVE STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE  
REGULATORY BASIS  
AS OF DECEMBER 31, 2012 AND 2011

Exhibit D-1

<u>ASSETS AND DEFERRED CHARGES</u>	<u>Balance</u> <u>Dec. 31, 2012</u>	<u>Balance</u> <u>Dec. 31, 2011</u>
Cash	\$ 4,160,705.15	\$ 5,360,225.75
Grants Receivable	150,001.71	709,090.62
Loans Receivable	187,875.29	545,878.29
Interfunds Receivable		723,541.38
Deferred Charges to Future Taxation:		
Funded	43,835,637.45	47,966,801.31
Unfunded	3,051,517.43	835,239.17
	<u>\$ 51,385,737.03</u>	<u>\$ 56,140,776.52</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>		
Serial Bonds	\$ 26,496,000.00	\$ 42,763,000.00
Refunding Bonds	16,220,000.00	4,065,000.00
N.J. Environmental Infrastructure Trust		
Loan Payable	163,387.45	182,551.31
Green Acres Trust Loan Payable	956,250.00	956,250.00
Improvement Authorizations:		
Funded	4,682,407.95	5,395,782.86
Unfunded	2,304,409.85	1,724,322.12
Capital Improvement Fund	122,586.96	28,261.96
Interfunds Payable	171,791.76	167,023.10
Reserves for:		
Debt Service		4,769.40
Grants Receivables	83,209.43	83,209.43
Future Improvements	15,087.29	
Preliminary Costs	1,302.61	1,302.61
Fund Balance	169,303.73	769,303.73
	<u>\$ 51,385,737.03</u>	<u>\$ 56,140,776.52</u>
 Bonds and Notes Authorized but Not Issued	 <u>\$ 3,051,517.43</u>	 <u>\$ 835,239.17</u>

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
STATEMENT OF CHANGES IN FUND BALANCE - REGULATORY BASIS

Exhibit D-2

Balance December 31, 2011	\$ 769,303.73
Decreased by:	
Anticipated as Current Fund Revenue	<u>600,000.00</u>
Balance December 31, 2012	<u>\$ 169,303.73</u>

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
ANALYSIS OF CASH AND INVESTMENTS

Exhibit D-3  
Sheet #1

Ordinance <u>Number</u>	<u>Description</u>	Balance Dec. 31, 2011	Receipts <u>Other</u>	Disbursements		Transfers		Balance Dec. 31, 2012
				<u>Improvement Authorizations</u>	<u>Other</u>	<u>From</u>	<u>To</u>	
<u>General Accounts</u>								
	Fund Balance	\$ 769,303.73	\$	\$		\$ 600,000.00	\$	\$ 169,303.73
	Capital Improvement Fund	28,261.96	200,000.00			105,675.00		122,586.96
	Interfund Current Fund	167,023.10	10,317.47		610,317.47	0.74	604,769.40	171,791.76
	Interfund Federal and State Grant Fund	(633,283.08)	633,283.08					
	Interfund General Trust Fund	(20,000.00)	20,000.00					
	Interfund Swimming Pool Capital Fund	(70,258.30)	70,258.30					
	Reserve for Debt Service	4,769.40				4,769.40		
	Reserve for Future Improvements		15,087.29					15,087.29
	Reserve for Preliminary Costs	1,302.61						1,302.61
<u>Improvement Authorizations</u>								
2063-98,								
2097-99	Various Capital Improvements	110,973.65		46,496.50				64,477.15
2072-98	Improvements to Springfield Avenue	183,413.61	1,331.79					184,745.40
2136-00	Various Capital Improvements	1,858.96		1,353.96				505.00
2149-01,								
2171-01	Various Capital Improvements	(97.00)						(97.00)
2187-02	Improvements to Springfield Avenue	8,651.93						8,651.93
2193-02	Various Capital Improvements	(0.74)					0.74	
2216-03,								
2227-03	Various Capital Improvements	3,076.25						3,076.25
2218-03	Various Capital Improvements	3,084.00						3,084.00
2240-04	Construction of Police Headquarters	55,621.40						55,621.40
2252-04,								
2304-05,								
2359-06	Police Headquarters Project	74,032.99		9,300.00				64,732.99
2253-04,								
2265-04	Various Capital Improvements	0.87						0.87
2297-05	Various Capital Improvements	79,580.61		4,370.74				75,209.87
2298-05	Sewer System Improvements							
2308-05	Various Capital Improvements	460.33						460.33
2350-06	Various Capital Improvements	(2,763.01)						(2,763.01)
2397-07	Various Capital Improvements	94,798.35		8,822.50				85,975.85
2399-07,								
2566-08	Acquisition of Fire Engine	67,161.00						67,161.00

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
ANALYSIS OF CASH AND INVESTMENTS

Exhibit D-3  
Sheet #2

Ordinance Number	Description	Balance Dec. 31, 2011	Receipts Other	Disbursements		Transfers		Balance Dec. 31, 2012
				Improvement Authorizations	Other	From	To	
<u>Improvement Authorizations</u>								
2536-08,								
2611-09	Various Capital Improvements	\$ (138,880.34)	\$	\$ 7,233.61	\$	\$	\$	\$ (146,113.95)
2545-08	Various Capital Improvements	410,196.52		33,734.84				376,461.68
2563-08	Various Capital Improvements	216,300.28		37,801.86				178,498.42
2585-09	Multi-Purpose	251,447.10	261,587.18					513,034.28
2588-09	Improvements to Dehart Park	168,364.92		60,275.81				108,089.11
2604-09,								
2646-10	Multi-Purpose	88,897.39		38,552.72				50,344.67
2628-10,								
2639-10,								
2640-10	Multi-Purpose	1,798,586.74		623,714.16				1,174,872.58
2636-10	Environmental Improvements	(49,120.42)						(49,120.42)
2647-10	Environmental Improvements	(91,815.02)						(91,815.02)
2666-11	Multi-Purpose	1,729,275.96	684,591.91	752,710.87				1,661,157.00
2661-11	Environmental Improvements	50,000.00		47,182.83				2,817.17
2689-12	Multi-Purpose		302,360.00	1,116,469.75			105,675.00	(708,434.75)
		<u>\$ 5,360,225.75</u>	<u>\$ 2,198,817.02</u>	<u>\$ 2,788,020.15</u>	<u>\$ 610,317.47</u>	<u>\$ 710,445.14</u>	<u>\$ 710,445.14</u>	<u>\$ 4,160,705.15</u>

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
STATEMENT OF GRANTS RECEIVABLE

Exhibit D-4

<u>Description</u>	<u>Ordinance Number</u>	<u>Grant Amount</u>	<u>Balance Dec. 31, 2011</u>	<u>2012 Grants</u>	<u>Collections</u>	<u>Balance Dec. 31, 2012</u>
<u>Federal</u>						
County of Essex - Community Development Block Grant:						
Barrier-Free Improvements:						
Memorial Library ADA Improvements	2666-11a	\$ 151,000.00	\$ 151,000.00	\$	\$ 149,754.57	\$ 1,245.43
ADA Upgrades at Civic House	2689-12a	129,860.00		129,860.00	129,860.00	
Federal Emergency Management Agency:						
Sewer System Improvements	2397-07	7,200.00	7,200.00			7,200.00
<u>State</u>						
New Jersey Transportation Trust Fund:						
Springfield Avenue Improvements - Phase VIII	2585-09a	260,000.00	260,000.00		260,000.00	
Tuscan Road Improvements	2666-11a		57,500.00		57,500.00	
Prospect Street Section 4	2689-12a	200,000.00		200,000.00	172,500.00	27,500.00
Department of Community Affairs:						
Livable Communities Local ADA Compliance	2253-04	25,000.00	12,500.00			12,500.00
Resurface Walter Park Tennis Courts	2350-06	70,000.00	26,431.19			26,431.19
Environmental Resources Inventory - Phase I	2350-06	2,500.00	2,500.00			2,500.00
Green Acres Trust Fund:						
Improvements to Dehart Park	2588-09	328,750.00	70,709.43			70,709.43
Improvements to Dehart Park	2666-11a	121,250.00	121,250.00		119,334.34	1,915.66
			<u>\$ 709,090.62</u>	<u>\$ 329,860.00</u>	<u>\$ 888,948.91</u>	<u>\$ 150,001.71</u>

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
STATEMENT OF LOANS RECEIVABLE

Exhibit D-5

Balance December 31, 2011	\$545,878.29
Decreased by:	
Collections	<u>358,003.00</u>
Balance December 31, 2012	<u>\$ 187,875.29</u>

Analysis of Balance

New Jersey Department of Environmental  
Protection:

    Green Acres Loan:

Ordinance #2588-09	\$ 182,128.29
Ordinance #2666-11	<u>5,747.00</u>

\$ 187,875.29

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
STATEMENT OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED

Exhibit D-6

<u>Improvement Authorizations</u>	<u>Ordinance Number</u>	<u>Balance Dec. 31, 2011</u>	<u>2012 Authorizations</u>	<u>Funded by Budget Appropriation</u>	<u>Balance Dec. 31, 2012</u>	<u>Analysis of Balance</u>	
						<u>Expenditures</u>	<u>Unexpended Improvement Authorizations</u>
Various Capital Improvements	2063-98	\$ 136.00	\$	\$	\$ 136.00	\$	\$ 136.00
Various Capital Improvements	2149-01, 2171-01	97.00			97.00	97.00	
Various Capital Improvements	2193-02	0.74		0.74			
Various Capital Improvements	2536-08, 2611-09	152,570.00			152,570.00	146,113.95	6,456.05
Various Capital Improvements	2545-08	18,000.00			18,000.00		18,000.00
Multi-Purpose	2585-09	2,116.00			2,116.00		2,116.00
Improvement to Dehart Park	2588-09	505,259.43			505,259.43		505,259.43
Multi-Purpose	2604-09, 2646-10	9,310.00			9,310.00		9,310.00
Multi-Purpose	2628-10, 2639-10, 2640-10	500.00			500.00		500.00
Environmental Improvements	2636-10	52,250.00			52,250.00	49,120.42	3,129.58
Environmental Improvements	2647-10	95,000.00			95,000.00	91,815.02	3,184.98
Multi-Purpose	2689-12		2,216,279.00		2,216,279.00	708,434.75	1,507,844.25
		<u>\$ 835,239.17</u>	<u>\$ 2,216,279.00</u>	<u>\$ 0.74</u>	<u>\$ 3,051,517.43</u>	<u>\$ 995,581.14</u>	<u>\$ 2,055,936.29</u>

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
STATEMENT OF IMPROVEMENT AUTHORIZATIONS

Exhibit D-7  
Sheet #1

Improvement Authorization	Ordinance Number	Date	Amount	Balance Dec. 31, 2011		2012 Authorizations	Expended	Expenditure Refund	Balance Dec. 31, 2012	
				Funded	Unfunded				Funded	Unfunded
Various Capital Improvements	2063-98	6-02-98	\$ 2,502,500.00							
	2097-99	5-04-99	115,000.00	\$ 110,973.65	\$ 136.00		\$ 46,496.50	\$	\$ 64,477.15	\$ 136.00
Improvements to Springfield Avenue	2072-98	9-01-98	2,000,000.00	183,413.61				1,331.79	184,745.40	
Acquisition of Library Furniture	2136-00	3-07-00	400,000.00	1,858.96			1,353.96		505.00	
Improvements to Springfield Avenue	2187-02	3-19-02	2,100,000.00	8,651.93					8,651.93	
Various Capital Improvements	2216-03	6-06-03	2,431,800.00							
	2227-03	8-05-03	25,000.00	3,076.25					3,076.25	
Repairs to Sanitary Sewer System	2218-03	8-05-03	88,284.00	3,084.00					3,084.00	
Construction of Police Headquarters	2240-04	1-20-04	1,500,000.00	55,621.40					55,621.40	
Police Headquarters Project	2252-04	5-18-04	12,355,000.00							
	2304-05	7-05-05	1,000,000.00							
	2359-06	6-07-06	6,000,000.00	74,032.99			9,300.00		64,732.99	
Various Capital Improvements	2253-04	5-04-04	2,074,688.00							
	2265-04	8-17-04	360,000.00	0.87					0.87	
Various Capital Improvements	2297-05	5-17-05	3,459,280.00	79,580.61			4,370.74		75,209.87	
Fire Apparatus	2308-05	6-08-05	31,430.00	460.33					460.33	
Various Capital Improvements	2350-06	5-02-06	3,894,191.00		26,168.18					26,168.18
Various Capital Improvements	2397-07	4-04-07	3,845,208.00	94,798.35	7,200.00		8,822.50		85,975.85	7,200.00
Acquisition of a Fire Engine	2399-07	4-17-07	175,000.00							
	2566-08	11-05-08	300,000.00	67,161.00					67,161.00	
Various Capital Improvements	2536-08	1-15-08	490,600.00							
	2611-09	12-15-09			13,689.66		7,233.61			6,456.05
Various Capital Improvements	2545-08	4-15-08	3,784,350.00	410,196.52	18,000.00		33,734.84		376,461.68	18,000.00
Various Capital Improvements	2563-08	9-16-08	550,000.00	216,300.28			37,801.86		178,498.42	
Multi-Purpose:	2585-09	4-07-09								
a. Various Capital Improvements			1,079,050.00	15,564.92	262,116.00				275,564.92	2,116.00
b. Acquisition of a Car Digital Video System			160,434.00	17,516.00					17,516.00	
e. Acquisition of Various Equipment			87,000.00	17,704.13					17,704.13	
f. Acquisition of a Repair Chip Box and a New Phone System			12,500.00	5,032.00					5,032.00	
g. Acquisition of Various Vehicles			75,881.00	10,617.17					10,617.17	
h. Library Elevator Project			200,000.00	151,944.00				1,587.18	153,531.18	
i. Acquisition of Computer Equipment			41,000.00	19,051.40					19,051.40	

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
STATEMENT OF IMPROVEMENT AUTHORIZATIONS

Exhibit D-7  
Sheet #2

Improvement Authorization	Ordinance		Balance Dec. 31, 2011		2012 Authorizations	Expenditure Expended	Expenditure Refund	Balance Dec. 31, 2012	
	Number	Date	Amount	Funded				Unfunded	Funded
Multi-Purpose:	2585-09	4-07-09							
j. Acquisition of Storage Racks			\$ 15,000.00	\$ 13,403.87	\$	\$	\$	\$ 13,403.87	\$
l. Section 20 Costs			76,415.00	613.61				613.61	
Improvements to Dehart Park	2588-09	4-07-09	2,215,000.00	168,364.92		60,275.81		108,089.11	687,387.72
Multi-Purpose:	2604-09	9-01-09							
	2646-10	11-01-10							
a. Repairs to Town Hall Roof and the Maplecrest Shelter House Environmental Remediation			219,000.00	13,773.67		13,773.67			
b. Tuscan Road Improvements			70,000.00	39,409.01	9,310.00	1,399.00		38,010.01	9,310.00
c. Renovations to Shelter House, Dehart Park Hockey Rink and Memorial Park Basketball Courts			232,800.00	12,334.66				12,334.66	
d. Acquisition of Furniture for the Clerk's Department and Renovations to the Health Department			75,000.00	23,380.05		23,380.05			
Multi-Purpose:	2628-10	4-20-10							
a. Various Road, Environmental and Building Improvements	2639-10	8-03-10	2,811,000.00	712,784.92	500.00	582,861.14		129,923.78	500.00
	2640-10	8-03-10	430,000.00	591,302.34		19,670.56		571,631.78	
b. Upper Ridgewood Area Drainage Improvements			662,000.00	591,302.34		19,670.56		571,631.78	
c. Acquisition and Installation of a Wireless Video System			100,000.00	100,000.00				100,000.00	
d. Computer Upgrades			10,000.00	104.86				104.86	
e. Section 20 Costs			500,000.00	394,394.62		21,182.46		373,212.16	
Environmental Improvements	2636-10	6-15-10	55,000.00		3,129.58				3,129.58
Environmental Improvements	2647-10	11-01-10	100,000.00		3,184.98				3,184.98
Multi-Purpose:	2666-11	4-19-11							
a. Various Capital Improvements			2,606,000.00	1,065,098.04	693,500.00	462,400.59		1,287,289.36	8,908.09
b. Sanitary Sewer Improvements			50,000.00	50,000.00		20,942.88		29,057.12	
c. The Narrowband Radio Compliance Project			256,000.00	256,000.00		28,073.00		227,927.00	
d. Acquisition of Various Equipment for Fire Department			182,100.00	164,478.45		159,224.00		5,254.45	

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
STATEMENT OF IMPROVEMENT AUTHORIZATIONS

Exhibit D-7  
Sheet #3

Improvement Authorization	Ordinance		Balance Dec. 31, 2011		2012 Authorizations	Expended	Expenditure Refund	Balance Dec. 31, 2012	
	Number	Date	Funded	Unfunded				Funded	Unfunded
Multi-Purpose:	2666-11	4-19-11							
e. Various Acquisitions for Recreation and Parks			\$ 16,500.00	\$ 10,449.46	\$	\$	\$	\$ 10,449.46	\$
f. Acquisition of Computer Hardware and Software for Library			30,000.00	23,000.00		12,137.77		10,862.23	
g. Acquisition of a Jitney Bus			110,000.00	74.39				74.39	
h. Television and Video System Upgrades			40,000.00	23,600.00		23,600.00			
i. Update the Town Hall Phone System and Acquisition of Computers			34,000.00	2,499.99				2,499.99	
j. Acquisition of FTR Digital Recorder			5,000.00	2,502.50				2,502.50	
k. Sign Replacement and Landscaping			8,000.00	3,000.00				3,000.00	
l. Section 20			150,000.00	128,573.13		46,332.63		82,240.50	
Environmental Improvements	2681-11	11-01-11	50,000.00	50,000.00		47,182.83		2,817.17	
Multi-Purpose:	2689-12	4-03-12	2,651,814.00						
a. Various Engineering Improvements					2,315,000.00	996,333.78			1,318,666.22
b. Acquisition of Various Equipment					19,000.00			995.00	18,005.00
c. Acquisition of Dump Truck and Tank 720 Claw Bucket					66,500.00	65,803.55			696.45
d. Acquisition and Installation of License Plate Recognition System					36,000.00			1,886.00	34,114.00
e. Acquisition of Computer Hardware and Software					54,720.00	25,423.62			29,296.38
f. Acquisition of Desktop Computers and Silent Message Sign					30,000.00	27,108.00			2,892.00
g. Acquisition of Letter Folder/Stuffer					10,500.00			550.00	9,950.00
h. Section 20					120,094.00	1,800.80			118,293.20
			<u>\$ 5,395,782.86</u>	<u>\$ 1,724,322.12</u>	<u>\$ 2,651,814.00</u>	<u>\$ 2,788,020.15</u>	<u>\$ 2,918.97</u>	<u>\$ 4,682,407.95</u>	<u>\$ 2,304,409.85</u>

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
STATEMENT OF GREEN ACRES TRUST LOAN PAYABLE

Exhibit D-8

Balance December 31, 2011 \$ 956,250.00

Balance December 31, 2012 \$ 956,250.00

Analysis of Balance

New Jersey Department of Environmental  
Protection:

Green Acres Loan:

Ordinance #2588-09 \$ 592,500.00

Ordinance #2666-11 363,750.00

\$ 956,250.00

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
STATEMENT OF N.J. ENVIRONMENTAL INFRASTRUCTURE TRUST LOAN PAYABLE

Exhibit D-9

	<u>Original Issue</u>		<u>Loan Maturities Outstanding Dec. 31, 2012</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2011</u>	<u>Decrease</u>	<u>Balance Dec. 31, 2012</u>
	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>				
Trust Share	11-01-99	\$ 200,000.00	8-01-13	\$ 10,000.00	5.50%			
			8-01-14	10,000.00	5.50			
			8-01-15	15,000.00	5.50			
			8-01-16	15,000.00	5.50			
			8-01-17	15,000.00	5.50			
			8-01-18	15,000.00	5.70			
			8-01-19	15,000.00	5.70	\$ 105,000.00	\$ 10,000.00	\$ 95,000.00
Fund Share	11-01-99	194,262.00	2-01-13	1,302.15	*			
			8-01-13	7,519.75	*			
			2-01-14	1,131.17	*			
			8-01-14	7,348.76	*			
			2-01-15	960.18	*			
			8-01-15	10,286.57	*			
			2-01-16	703.71	*			
			8-01-16	10,030.10	*			
			2-01-17	447.23	*			
			8-01-17	9,773.62	*			
			2-01-18	190.76	*			
			8-01-18	9,517.15	*			
			8-01-19	9,176.30	*			
						<u>77,551.31</u>	<u>9,163.86</u>	<u>68,387.45</u>
						<u>\$ 182,551.31</u>	<u>\$ 19,163.86</u>	<u>\$ 163,387.45</u>

\*Interest Free

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
STATEMENT OF REFUNDING BONDS PAYABLE

Exhibit D-10

<u>Purpose</u>	<u>Original Issue</u>		<u>Maturities of Bonds Outstanding</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2011</u>	<u>Bonds Issued</u>	<u>Bonds Redeemed</u>	<u>Balance Dec. 31, 2012</u>
	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>					
Refunding Bonds	2-01-08	\$ 7,355,000.00	2-01-2013	\$ 1,045,000.00	4.750%	\$ 4,065,000.00	\$	\$ 1,060,000.00	\$ 3,005,000.00
			2-01-2014	785,000.00	3.250%				
			2-01-2015	200,000.00	4.750%				
			2-01-2016	105,000.00	3.375%				
			2-01-2017	870,000.00	4.750%				
Refunding Bonds	1-18-12	13,330,000.00	10-15-2014	1,335,000.00	3.00%				
			10-15-2015	1,420,000.00	3.00%				
			10-15-2016/17	1,500,000.00	4.00%				
			10-15-2018	1,495,000.00	4.00%				
			10-15-2019	1,485,000.00	5.00%				
			10-15-2020	1,495,000.00	5.00%				
			10-15-2021	1,505,000.00	5.00%				
			10-15-2022	1,480,000.00	4.00%				
						<u>13,330,000.00</u>	<u>115,000.00</u>	<u>13,215,000.00</u>	
						<u>\$ 4,065,000.00</u>	<u>\$ 13,330,000.00</u>	<u>\$ 1,175,000.00</u>	<u>\$ 16,220,000.00</u>

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
STATEMENT OF SERIAL BONDS PAYABLE

Exhibit D-11

Purpose	Original Issue		Maturities of Bonds Outstanding Dec. 31, 2012		Interest Rate	Balance Dec. 31, 2011	Decrease		Balance Dec. 31, 2012			
	Date	Amount	Date	Amount			Bonds Redeemed	Bonds Refunded				
General Improvements	10-15-05	\$ 22,667,000.00	10-15-2013	\$ 1,300,000.00	4.000%	\$ 16,667,000.00	\$ 1,300,000.00	\$ 14,067,000.00	\$ 1,300,000.00			
General Improvements	8-15-07	15,090,000.00	8-15-2013	300,000.00	4.125%							
			8-15-2014/15	500,000.00	4.125%							
			8-15-2016	1,700,000.00	4.125%							
			8-15-2017	1,700,000.00	4.250%							
			8-15-2018	1,700,000.00	5.000%							
			8-15-2019	1,800,000.00	3.050%							
			8-15-2020	1,800,000.00	4.250%							
			8-15-2021	1,900,000.00	4.250%							
			8-15-2022	2,090,000.00	4.250%					14,290,000.00	300,000.00	13,990,000.00
General Improvements	10-13-11	11,806,000.00	10-01-2013	600,000.00	2.000%							
			10-01-2014	600,000.00	3.000%							
			10-01-2015	800,000.00	2.000%							
			10-01-2016/17	800,000.00	4.000%							
			10-01-2018	900,000.00	3.000%							
			10-01-2019	900,000.00	5.000%							
			10-01-2020	900,000.00	4.000%							
			10-01-2021/22	1,000,000.00	3.000%							
			10-01-2023/24	1,000,000.00	3.500%							
			10-01-2025	906,000.00	4.000%					11,806,000.00	600,000.00	11,206,000.00
												<u>\$ 42,763,000.00</u>

TOWNSHIP OF MAPLEWOOD  
GENERAL CAPITAL FUND  
STATEMENT OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

Exhibit D-12

<u>Improvement Authorizations</u>	<u>Ordinance Number</u>	<u>Balance Dec. 31, 2011</u>	<u>2012 Authorizations</u>	<u>Funded by Budget Appropriation</u>	<u>Balance Dec. 31, 2012</u>
Various Capital Improvements	2063-98	\$ 136.00	\$	\$	\$ 136.00
Various Capital Improvements	2149-01, 2171-01	97.00			97.00
Various Capital Improvements	2193-02	0.74		0.74	
Various Capital Improvements	2536-08, 2611-09	152,570.00			152,570.00
Various Capital Improvements	2545-08	18,000.00			18,000.00
Multi-Purpose	2585-09	2,116.00			2,116.00
Improvement to Dehart Park	2588-09	505,259.43			505,259.43
Multi-Purpose	2604-09, 2646-10	9,310.00			9,310.00
Multi-Purpose	2628-10, 2639-10, 2640-10	500.00			500.00
Environmental Improvements	2636-10	52,250.00			52,250.00
Environmental Improvements	2647-10	95,000.00			95,000.00
Multi-Purpose	2689-12		2,216,279.00		2,216,279.00
		<u>\$ 835,239.17</u>	<u>\$ 2,216,279.00</u>	<u>\$ 0.74</u>	<u>\$ 3,051,517.43</u>

TOWNSHIP OF MAPLEWOOD  
SWIMMING POOL UTILITY  
COMPARATIVE STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE  
REGULATORY BASIS  
AS OF DECEMBER 31, 2012 AND 2011

Exhibit E-1

<u>ASSETS</u>	<u>Balance</u> <u>Dec. 31, 2012</u>	<u>Balance</u> <u>Dec. 31, 2011</u>
<u>Operating Fund</u>		
Cash	\$ 96,279.71	\$ 26,385.96
Change Fund	100.00	100.00
Interfunds Receivable	250.00	9,958.33
	<u>96,629.71</u>	<u>36,444.29</u>
 <u>Capital Fund</u>		
Cash	174,054.47	1,395,911.38
Interfunds Receivable	5,999.65	
Fixed Capital - Swimming Pool and Facilities	2,337,702.82	2,337,702.82
Fixed Capital Authorized and Uncompleted	1,712,900.00	1,512,900.00
	<u>4,230,656.94</u>	<u>5,246,514.20</u>
	<u>\$ 4,327,286.65</u>	<u>\$ 5,282,958.49</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>		
<u>Operating Fund</u>		
Appropriation Reserves:		
Encumbered	\$ 3,000.00	\$ 562.59
Unencumbered	4,832.50	6,308.75
Accrued Interest on Bonds	9,958.33	9,958.33
Interfunds Payable	7,761.89	1,512.24
Fund Balance	71,076.99	18,102.38
	<u>96,629.71</u>	<u>36,444.29</u>
 <u>Capital Fund</u>		
Serial Bonds	1,317,000.00	1,447,000.00
Improvement Authorization:		
Funded	61,533.35	1,234,253.05
Unfunded	200,000.00	
Interfunds Payable	101,146.07	80,916.63
Reserves for:		
Amortization	2,281,002.82	2,281,002.82
Deferred Amortization	251,900.00	121,900.00
Fund Balance	18,074.70	81,441.70
	<u>4,230,656.94</u>	<u>5,246,514.20</u>
	<u>\$ 4,327,286.65</u>	<u>\$ 5,282,958.49</u>
 Bonds and Notes Authorized but Not Issued	 <u>\$ 200,700.00</u>	 <u>\$ 700.00</u>

TOWNSHIP OF MAPLEWOOD  
SWIMMING POOL UTILITY  
COMPARATIVE STATEMENTS OF OPERATIONS AND CHANGES IN FUND BALANCE  
REGULATORY BASIS  
FOR THE YEARS ENDED DECEMBER 31, 2012 AND 2011

Exhibit E-2

	<u>Year 2012</u>	<u>Year 2011</u>
<u>Revenue and Other Income Realized</u>		
Fund Balance Utilized	\$ 17,864.00	\$ 63,500.00
Membership Fees	675,778.24	541,090.81
Miscellaneous Revenue	83,155.63	61,074.39
Capital Surplus	63,367.00	
Other Credits to Income:		
Unexpended Balance of Appropriation		
Reserves	5,862.74	185.95
Total Revenues	<u>846,027.61</u>	<u>665,851.15</u>
 <u>Expenditures</u>		
Budget Appropriations:		
Operations:		
Salaries and Wages	451,570.00	451,200.00
Other Expenses	163,619.00	182,300.00
Debt Service	130,000.00	
Statutory Expenditures	30,000.00	30,000.00
Total Expenditures	<u>775,189.00</u>	<u>663,500.00</u>
 Excess in Revenue	70,838.61	2,351.15
 <u>Fund Balance</u>		
Balance January 1	18,102.38	79,251.23
	<u>88,940.99</u>	<u>81,602.38</u>
 Decreased by:		
Utilized as Anticipated Revenue	17,864.00	63,500.00
Balance December 31	<u>\$ 71,076.99</u>	<u>\$ 18,102.38</u>

TOWNSHIP OF MAPLEWOOD  
SWIMMING POOL UTILITY  
STATEMENT OF CHANGES IN FUND BALANCE - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2012

Exhibit E-3

Balance December 31, 2011	\$81,441.70
Decreased by:	
Anticipated as Swimming Pool Operating Revenue	<u>63,367.00</u>
Balance December 31, 2012	<u>\$18,074.70</u>

TOWNSHIP OF MAPLEWOOD  
SWIMMING POOL UTILITY  
STATEMENT OF REVENUE - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2012

Exhibit E-4

	<u>2012</u> <u>Budget</u>	<u>Realized</u>	<u>Excess</u> <u>or (Deficit)</u>
<u>Revenue</u>			
Fund Balance Anticipated	\$ 17,864.00	\$ 17,864.00	\$
Membership Fees	541,000.00	675,778.24	134,778.24
Miscellaneous	53,000.00	83,155.63	30,155.63
Membership Fees - Additional	80,000.00		(80,000.00)
Due from Pool Capital	9,958.00		(9,958.00)
Pool Concession - Additional	10,000.00		(10,000.00)
Capital Surplus	<u>63,367.00</u>	<u>63,367.00</u>	
	<u>\$ 775,189.00</u>	<u>\$ 840,164.87</u>	<u>\$ 64,975.87</u>

Analysis of Realized Revenue

Miscellaneous Revenue:

Concession Lease	\$ 25,210.00
Guest Passes	39,888.00
Credit Card Fees	9,179.90
Interest on Investments	2,097.33
Pool Lessons	1,000.00
Pool Parties Rentals	4,565.00
Lost Badges	190.00
Miscellaneous	<u>1,025.40</u>
	<u>\$ 83,155.63</u>

TOWNSHIP OF MAPLEWOOD  
SWIMMING POOL UTILITY  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2012

Exhibit E-5

<u>Appropriation</u>	<u>Budget</u>	<u>Modified Budget</u>	<u>Paid or Charged</u>	<u>Expended</u>	
				<u>Encumbered</u>	<u>Reserved Unencumbered</u>
<u>Operating</u>					
Salaries and Wages	\$ 428,750.00	\$ 451,570.00	\$ 450,506.43	\$	\$ 1,063.57
Other Expenses	186,439.00	163,619.00	159,570.03	3,000.00	1,048.97
<u>Debt Service</u>					
Payment of Bond Principal	130,000.00	130,000.00	130,000.00		
<u>Statutory Expenditures</u>					
Contributions to:					
Social Security System	<u>30,000.00</u>	<u>30,000.00</u>	<u>27,280.04</u>		<u>2,719.96</u>
	<u>\$ 775,189.00</u>	<u>\$ 775,189.00</u>	<u>\$ 767,356.50</u>	<u>\$ 3,000.00</u>	<u>\$ 4,832.50</u>

TOWNSHIP OF MAPLEWOOD  
SWIMMING POOL UTILITY  
ANALYSIS OF SWIMMING POOL UTILITY CAPITAL CASH AND INVESTMENTS

Exhibit E-6

<u>Ordinance Number</u>	<u>Balance Dec. 31, 2011</u>	<u>Receipts Other</u>	<u>Disbursements</u>		<u>Transfers</u>		<u>Balance Dec. 31, 2012</u>
			<u>Improvement Authorizations</u>	<u>Other</u>	<u>From</u>	<u>To</u>	
<u>General Accounts</u>							
Fund Balance	\$ 81,441.70	\$	\$	\$	\$63,367.00	\$	\$ 18,074.70
Interfund Swimming Pool Operating Fund	9,958.33	1,497.91		80,822.89		63,367.00	(5,999.65)
Interfund General Capital Fund	70,258.30			70,258.30			
Interfund Current Fund	700.00	100,446.07					101,146.07
<u>Improvement Authorizations</u>							
2338-06 Improvements to Swimming Pool	(700.00)						(700.00)
2389-07 Improvements to Swimming Pool	4,865.62						4,865.62
2546-08 Improvements to Swimming Pool	14,315.76						14,315.76
2665-11 Renovations to the Community							
2688-12 Pool Complex	1,215,071.67		1,172,719.70				42,351.97
	<u>\$ 1,395,911.38</u>	<u>\$ 101,943.98</u>	<u>\$ 1,172,719.70</u>	<u>\$ 151,081.19</u>	<u>\$ 63,367.00</u>	<u>\$ 63,367.00</u>	<u>\$ 174,054.47</u>

TOWNSHIP OF MAPLEWOOD  
SWIMMING POOL UTILITY  
STATEMENT OF FIXED CAPITAL  
SWIMMING POOL AND FACILITIES

Exhibit E-7

Balance December 31, 2011	<u>\$2,337,702.82</u>
Balance December 31, 2012	<u><u>\$2,337,702.82</u></u>

TOWNSHIP OF MAPLEWOOD  
SWIMMING POOL UTILITY  
STATEMENT OF APPROPRIATION RESERVES

Exhibit E-8

<u>Appropriations</u>	<u>Balance</u> <u>Dec. 31, 2011</u>		<u>Balance</u> <u>After</u> <u>Transfers</u>	<u>Paid or</u> <u>Charged</u>	<u>Balance</u> <u>Lapsed</u>
	<u>Encumbered</u>	<u>Unencumbered</u>			
<u>Operating</u>					
Salaries and Wages	\$	\$ 89.68	\$ 89.68	\$	\$ 89.68
Other Expenses	562.59	1,541.31	2,103.90	1,008.60	1,095.30
 <u>Statutory Expenditures</u>					
Contributions to:					
Social Security System		4,677.76	4,677.76		4,677.76
	<u>\$ 562.59</u>	<u>\$ 6,308.75</u>	<u>\$ 6,871.34</u>	<u>\$ 1,008.60</u>	<u>\$ 5,862.74</u>

TOWNSHIP OF MAPLEWOOD  
SWIMMING POOL UTILITY  
STATEMENT OF IMPROVEMENT AUTHORIZATIONS

Exhibit E-9

	<u>Ordinance</u>		<u>Balance</u>	<u>2012</u>	<u>Expended</u>	<u>Balance</u>		
	<u>Number</u>	<u>Date</u>	<u>Dec. 31, 2011</u>			<u>Authorizations</u>	<u>Dec. 31, 2012</u>	<u>Unfunded</u>
		<u>Amount</u>	<u>Funded</u>			<u>Funded</u>		
<u>General Improvements</u>								
Improvements to Swimming Pool	2389-07	3-06-07	\$ 95,000.00	\$ 4,865.62	\$	\$ 4,865.62	\$	
Improvements to Swimming Pool	2546-08	4-15-08	26,900.00	14,315.76		14,315.76		
Renovations to the Community Pool Complex	2665-11	4-19-11	1,391,000.00					
	2688-12	4-03-12	200,000.00	1,215,071.67	200,000.00	1,172,719.70	42,351.97	200,000.00
				<u>\$ 1,234,253.05</u>	<u>\$ 200,000.00</u>	<u>\$ 1,172,719.70</u>	<u>\$ 61,533.35</u>	<u>\$ 200,000.00</u>

TOWNSHIP OF MAPLEWOOD  
SWIMMING POOL UTILITY  
STATEMENT OF RESERVE FOR AMORTIZATION

Exhibit E-10

Balance December 31, 2011	\$ 2,281,002.82
Balance December 31, 2012	<u>\$ 2,281,002.82</u>

STATEMENT OF DEFERRED RESERVE FOR AMORTIZATION

Exhibit E-11

<u>Description</u>	<u>Ordinance</u>		<u>Balance</u> <u>Dec. 31, 2011</u>	<u>Bonds</u> <u>Paid by</u> <u>Operating</u> <u>Budget</u>	<u>Balance</u> <u>Dec. 31, 2012</u>
	<u>Number</u>	<u>Date</u>			
Improvements to Swimming Pool	2389-07	3-06-07	\$ 95,000.00	\$	\$ 95,000.00
Improvements to Swimming Pool	2546-08	4-15-08	26,900.00		26,900.00
Renovations to the Community Pool Complex	2665-11	4-19-11			
	2688-12	4-03-12		130,000.00	130,000.00
			<u>\$ 121,900.00</u>	<u>\$ 130,000.00</u>	<u>\$ 251,900.00</u>

TOWNSHIP OF MAPLEWOOD  
SWIMMING POOL UTILITY  
STATEMENT OF SERIAL BONDS PAYABLE

Exhibit E-12

<u>Purpose</u>	<u>Original Issue</u>		<u>Maturities of Bonds Outstanding</u> <u>Dec. 31, 2012</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2011</u>	<u>Bonds Redeemed</u>	<u>Balance Dec. 31, 2012</u>
	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>				
General Improvements	10-13-11	\$ 1,447,000.00	10-01-2013	\$ 130,000.00	2.00 %			
			10-01-2014	130,000.00	3.00			
			10-01-2015	130,000.00	2.00			
			10-01-2016/17	130,000.00	4.00			
			10-01-2018	130,000.00	3.00			
			10-01-2019	130,000.00	5.00			
			10-01-2020	130,000.00	4.00			
			10-01-2021	130,000.00	3.00			
			10-01-2022	147,000.00	3.00			
					<u>\$ 1,447,000.00</u>	<u>\$ 130,000.00</u>	<u>\$ 1,317,000.00</u>	
					<u>\$ 1,447,000.00</u>	<u>\$ 130,000.00</u>	<u>\$ 1,317,000.00</u>	

TOWNSHIP OF MAPLEWOOD  
SWIMMING POOL UTILITY  
STATEMENT OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

Exhibit E-13

	<u>Ordinance Number</u>	<u>Balance Dec. 31, 2011</u>	<u>2012 Authorizations</u>	<u>Balance Dec. 31, 2012</u>
<u>Improvement Authorization</u>				
Improvements to Swimming Pool	2338-06	\$ 700.00	\$	\$ 700.00
Renovations to the Community Pool Complex	2665-11 2688-12	<u>                    </u>	<u>200,000.00</u>	<u>200,000.00</u>
		<u>\$ 700.00</u>	<u>\$200,000.00</u>	<u>\$200,700.00</u>

**STATISTICAL SECTION**

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND EXPENDITURES BY FUNCTION  
LAST TEN FISCAL YEARS  
*(Unaudited)*

F-1

<u>Year</u>	<u>General Government</u>	<u>Public Safety</u>	<u>Public Works</u>	<u>Health and Welfare</u>	<u>Recreation and Education</u>	<u>Deferred Charges and Statutory Expenditures</u>	<u>State and Federal Grants</u>	<u>Capital Improvements</u>	<u>Debt Service</u>	<u>Reserve for Uncollected Taxes</u>	<u>Total</u>
2003	\$ 7,526,516	\$ 8,768,674	\$ 3,457,490	\$ 300,100	\$ 857,500	\$ 1,355,850	\$ 818,536	\$ 391,284	\$ 1,800,824	\$ 580,000	\$ 25,856,774
2004	9,307,226	8,836,570	3,596,101	265,225	410,750	1,766,191	350,301	441,930	1,713,464	463,000	27,150,758
2005	10,283,339	9,183,475	3,564,970	228,600	402,500	1,272,749	629,579	202,100	1,950,379	797,000	28,514,691
2006	10,633,489	9,723,397	3,667,071	276,120	413,182	1,828,469	249,755	491,701	3,367,500	1,084,000	31,734,684
2007	11,122,376	11,081,009	3,572,775	285,822	415,600	2,034,488	510,100	360,000	3,214,014	1,172,000	33,768,184
2008	13,001,617	11,220,014	3,824,295	298,339	502,488	1,480,550	774,534	230,000	3,684,166	1,123,000	36,139,002
2009	11,162,897	11,772,546	3,467,004	309,199	424,638	2,123,839	567,322		4,073,348	1,502,000	35,402,793
2010	10,861,325	12,504,215	3,249,220	274,899	446,100	3,543,139	255,300	30,000	4,409,106	1,540,000	37,113,304
2011	11,380,629	12,779,827	3,383,450	268,103	495,100	3,896,959	210,641	100,000	4,335,328	1,328,000	38,178,037
2012	10,800,465	12,362,362	3,288,290	275,347	533,000	3,774,722	201,409	200,000	5,041,537	1,429,000	37,906,132

Appropriations divided between inside "CAPS" and outside "CAPS" have been combined.

TOWNSHIP OF MAPLEWOOD  
SWIMMING POOL UTILITY OPERATING FUND EXPENDITURES BY FUNCTION  
LAST TEN FISCAL YEARS  
*(Unaudited)*

F-2

<u>Year</u>	<u>Operating</u>	<u>Capital Improvements</u>	<u>Debt Service</u>	<u>Deferred Charges and Statutory Expenditures</u>	<u>Total</u>
2003	\$ 370,183	\$ 11,500	\$	\$ 21,847	\$ 403,530
2004	524,500			25,000	549,500
2005	531,000	3,000		25,000	559,000
2006	562,950	4,273		25,000	592,223
2007	604,350	95,000		25,000	724,350
2008	625,000			27,000	652,000
2009	608,000			30,000	638,000
2010	609,855			925	610,780
2011	633,500			30,000	663,500
2012	615,189		130,000	30,000	775,189

TOWNSHIP OF MAPLEWOOD  
CURRENT FUND REVENUES BY SOURCE  
LAST TEN FISCAL YEARS  
*(Unaudited)*

F-3

<u>Year</u>	<u>Taxes (1)</u>	<u>Delinquent Taxes</u>	<u>Fees, Permits, Fines and Licenses</u>	<u>State Aid</u>	<u>State and Federal Grants</u>	<u>Uniform Construction Fees</u>	<u>Surplus Anticipated</u>	<u>Interlocal Agreements and Other Items</u>	<u>Total</u>
2003	\$ 17,386,939	\$	\$ 2,362,109	\$ 2,607,782	\$ 786,036	\$ 244,891	\$ 909,045	\$ 2,061,893	\$ 26,358,695
2004	17,916,458		2,914,724	2,768,370	533,976	352,924	850,000	2,181,625	27,518,078
2005	19,185,326	375,070	2,520,174	2,768,369	611,919	379,099	852,500	2,238,536	28,930,993
2006	20,302,107	919,431	2,838,633	2,768,369	242,580	321,215	2,342,000	3,400,203	33,134,538
2007	22,572,906	1,010,455	2,729,433	2,616,219	510,100	380,888	2,154,000	3,066,559	35,040,560
2008	23,921,281	968,166	2,829,655	2,365,476	773,034	402,473	2,231,906	2,642,217	36,134,209
2009	24,652,890	1,341,368	4,156,454	2,306,339	554,497	295,910	2,231,906	840,612	36,379,977
2010	25,746,826	1,530,474	4,253,848	1,833,810	248,375	374,368	2,430,857	903,793	37,322,350
2011	26,132,944	1,255,576	4,422,890	1,834,693	203,716	398,306	1,111,000	2,622,711	37,981,836
2012	26,205,086	1,359,308	4,018,588	1,834,693	192,084	562,905	1,796,325	2,673,820	38,642,809

(1) Excludes taxes allocated to county, school, special district and municipal open space.

TOWNSHIP OF MAPLEWOOD  
PROPERTY TAX RATES  
PER \$100 OF ASSESSED VALUATION  
LAST TEN FISCAL YEARS  
*(Unaudited)*

F-4

<u>Year</u>	<u>Township</u>	<u>Township Open Space</u>	<u>County</u>	<u>County Open Space</u>	<u>School</u>	<u>Library</u>	<u>Total</u>
2003	\$ 0.830	\$	\$ 0.630	\$	\$1.960	\$	\$3.420
2004	0.870		0.640		2.100		3.610
2005	0.940		0.630	0.020	2.200		3.790
2006	0.980	0.010	0.650	0.020	2.320		3.980
2007	1.080	0.010	0.670	0.020	2.450		4.230
2008	1.177	0.015	0.697	0.028	2.564		4.481
2009	1.216	0.015	0.719	0.029	2.681		4.660
2010	1.274	0.015	0.754	0.029	2.805		4.877
2011 *	0.767	0.010	0.475	0.017	1.797	0.037	3.103
2012	0.787	0.010	0.494	0.017	1.841	0.037	3.186

\*Revaluation

TOWNSHIP OF MAPLEWOOD  
PROPERTY TAX LEVIES AND COLLECTIONS  
LAST TEN FISCAL YEARS  
*(Unaudited)*

F-5

<u>Year Ended</u>	<u>Total Tax Levy</u>	<u>Current Tax Collections</u>	<u>Percentage of Collections</u>
2003	\$ 69,986,952	\$ 69,851,556	99.81%
2004	73,894,041	73,344,626	99.26%
2005	77,684,707	76,683,959	98.71%
2006	81,598,108	80,548,224	98.71%
2007	86,977,160	85,920,629	98.78%
2008	92,162,734	90,733,164	98.44%
2009	96,108,001	94,216,909	98.03%
2010	100,094,013	98,183,127	98.09%
2011	102,031,609	100,385,212	98.38%
2012	104,450,823	102,140,491	97.78%

TOWNSHIP OF MAPLEWOOD  
DELINQUENT TAXES AND TAX TITLE LIENS  
LAST TEN FISCAL YEARS  
*(Unaudited)*

F-6

<u>Year Ended December 31,</u>	<u>Amount of Tax Title Liens</u>	<u>Amount of Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2003	\$ 568,791	\$ 61,239	\$ 630,030	0.90%
2004	575,039	493,613	1,068,652	1.45%
2005	671,949	969,274	1,641,223	2.11%
2006	685,541	1,015,645	1,701,186	2.08%
2007	696,154	1,004,127	1,700,281	1.96%
2008	688,655	1,364,359	2,053,013	2.22%
2009	168,297	1,579,326	1,747,623	1.81%
2010	201,010	1,274,617	1,475,626	1.48%
2011	224,041	1,383,199	1,607,240	1.57%
2012	244,815	1,652,463	1,897,278	1.81%

TOWNSHIP OF MAPLEWOOD  
ASSESSED VALUE AND ESTIMATE OF TOTAL VALUE  
LAST TEN FISCAL YEARS  
*(Unaudited)*

F-7

<u>Year</u>	<u>Net Assessed Valuation Taxable</u>	<u>Estimated Full Cash Valuation</u>	Percent of Net Assessed Value to Estimated Full Cash Valuation
2003	\$ 2,042,962,000	\$ 2,478,119,845	82.44%
2004	2,046,176,400	2,482,018,923	82.44%
2005	2,047,664,500	2,750,647,877	74.44%
2006	2,049,196,000	3,557,974,028	57.58%
2007	2,055,054,000	3,579,520,861	57.58%
2008	2,055,989,880	3,806,077,661	54.18%
2009	2,058,327,462	3,913,762,201	52.59%
2010	2,048,348,664	3,929,721,019	52.12%
2011 *	3,281,367,941	3,687,936,511	88.98%
2012	3,266,991,783	3,598,651,233	90.78%

\*Revaluation

TOWNSHIP OF MAPLEWOOD  
SCHEDULE OF TEN HIGHEST TAXPAYERS  
DECEMBER 31, 2012  
(Unaudited)

F-8

<u>Owner</u>	<u>Assessment Valuation</u>	<u>Percentage of Total Net Assessed Valuation Taxable</u>
Marcus Ward Homestead	\$ 67,400,000	2.06%
Maplewood Country Club	17,218,600	0.53%
PSE&G Power, LLC	10,119,100	0.31%
Gardens at Maplewood	8,199,200	0.25%
Titan Management Group, LLC	6,782,900	0.21%
DCH Investments, Inc.	6,456,500	0.20%
V and F Properties, LLC	5,937,300	0.18%
Lloyd Harbor Associates, LLC	5,758,200	0.18%
Sovan Associates, LLC	5,389,500	0.16%
Kenneth L. Distefano	<u>4,881,500</u>	<u>0.15%</u>
	<u>\$138,142,800</u>	<u>4.23%</u>

TOWNSHIP OF MAPLEWOOD  
COMPUTATION OF LEGAL DEBT MARGIN AND OVERLAPPING DEBT  
FOR THE YEAR ENDED DECEMBER 31, 2012  
(Unaudited)

F-9

Average Equalized Valuation	\$ 3,554,056,218
Borrowing Power 3 1/2% of Average Equalized Valuation	\$ 124,391,968
Net Debt	<u>46,803,945</u>
Remaining Borrowing Power	<u>\$ 77,588,022</u>

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Municipal Debt:			
Township of Maplewood	<u>\$ 46,887,155</u>	<u>\$ 83,210</u>	\$ 46,803,945
Overlapping Debt Apportioned to the Municipality:			
County of Essex \$404,725,324; 4.07%			16,481,662
Essex County Utility Authority \$75,180,000; 4.07%			3,061,561
Essex County Improvement Authority \$569,560,000; 4.07%			<u>23,194,238</u>
Total Overlapping Debt			<u>\$ 89,541,407</u>

Basis of Debt Apportionment:	
Township of Maplewood Equalized Valuation	<u>\$ 3,598,651,233</u>
Total County of Essex	<u>\$ 88,368,834,408</u>
Ratio of Equalized Valuation	<u>4.07%</u>

TOWNSHIP OF MAPLEWOOD  
RATIO OF BONDED DEBT, BOND ANTICIPATION NOTES AND LOANS TO EQUALIZED VALUE  
AND DEBT PER CAPITA  
LAST TEN YEARS  
*(Unaudited)*

F-10

<u>Year</u>	<u>Population (1)</u>	<u>Average Equalized Valuation (2)</u>	<u>Gross Debt</u>	<u>Gross Debt per Capita</u>	<u>Ratio of Gross Bonded Debt to Equalized Valuation</u>	<u>Net Debt</u>	<u>Ratio of Net Bonded Debt to Equalized Valuation</u>	<u>Net Debt per Capita</u>
2003	23,868	\$2,225,816,845	\$36,234,091	\$ 1,518	1.63%	\$20,199,026	0.91%	\$ 846
2004	23,868	2,476,972,805	49,968,344	2,094	2.02%	35,003,018	1.41%	1,467
2005	23,868	2,773,624,957	55,213,392	2,313	1.99%	35,852,931	1.29%	1,502
2006	23,868	3,133,172,018	61,002,102	2,556	1.95%	43,511,279	1.39%	1,823
2007	23,868	3,476,811,751	64,045,163	2,683	1.84%	47,671,599	1.37%	1,997
2008	23,868	3,748,371,273	71,384,572	2,991	1.90%	49,217,630	1.31%	2,062
2009	23,868	3,874,003,701	69,637,294	2,918	1.80%	47,334,774	1.22%	1,983
2010	23,868	3,834,709,474	69,514,155	2,912	1.81%	48,529,286	1.27%	2,033
2011	23,868	3,736,033,628	71,471,489	2,994	1.91%	48,714,062	1.30%	2,041
2012	23,868	3,554,056,218	73,917,618	3,097	2.08%	46,803,945	1.32%	1,961

(1) Per 2000 Census

(2) Per the State of New Jersey

TOWNSHIP OF MAPLEWOOD  
RATIO OF ANNUAL DEBT SERVICE EXPENDITURES - CURRENT FUND  
LAST TEN FISCAL YEARS  
*(Unaudited)*

F-11

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Debt Service</u>	<u>Total Current Fund Governmental Expenditures</u>	<u>Ratio of Debt Service to Current Fund Expenditures</u>
2003	\$ 995,000	\$ 661,407	\$ 1,656,407	\$ 25,856,774	6.40%
2004	985,000	615,085	1,600,085	27,150,758	5.89%
2005	1,050,000	561,695	1,611,695	28,514,691	5.65%
2006	1,850,000	1,427,666	3,277,666	31,734,684	10.33%
2007	1,841,000	1,345,116	3,186,116	33,768,184	9.44%
2008	1,870,463	1,813,702	3,684,166	36,139,002	10.19%
2009	2,335,159	1,738,189	4,073,348	35,402,793	11.51%
2010	2,714,848	1,694,258	4,409,106	37,113,304	11.88%
2011	2,699,506	1,635,822	4,335,328	38,178,037	11.35%
2012	3,394,164	1,647,373	5,041,537	37,906,132	13.30%

TOWNSHIP OF MAPLEWOOD  
SWIMMING POOL UTILITY - SELF-LIQUIDATING CALCULATION PER N.J.S.A. 40A:2-45  
LAST TEN FISCAL YEARS  
*(Unaudited)*

F-12

<u>Year</u>	<u>Surplus Fees, Rents and Other Charges</u>	<u>Operating and Maintenance</u>	<u>Debt Service</u>	<u>Excess or (Deficit)</u>
2003 *	\$	\$	\$	\$
2004 *				
2005 *				
2006	673,489	587,950		85,539
2007	782,300	629,350		152,950
2008	678,426	652,000		26,426
2009	630,739	638,000		(7,261)
2010	657,027	610,780		46,247
2011	665,665	663,500		2,165
2012	840,165	645,189	130,000	64,976

\*Calculation not required, fund has no authorized debt.

**SINGLE AUDIT ATTACHMENTS**

# SAMUEL KLEIN AND COMPANY

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## **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**

### **INDEPENDENT AUDITOR'S REPORT**

The Honorable Mayor and Members  
of the Township Committee  
Township of Maplewood  
Maplewood, New Jersey 07040

We have audited the financial statements - regulatory basis of the various funds of the Township of Maplewood, in the County of Essex, as of and for the years ended December 31, 2012 and December 31, 2011, and the related notes to the financial statements and have issued our report thereon dated July 24, 2013. These financial statements have been prepared in conformity with accounting principles prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Township'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 opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township'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 Township'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 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. However, material weaknesses may exist that have not been identified.

## Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Township's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant 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*. However, we noted certain matters that we reported to management in the comments and recommendations section of this report.

## 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 result of that testing, and not to provide an opinion on the effectiveness of the Township'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 Township's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in cursive script that reads "Samuel Klein and Company". The signature is written in black ink and is positioned above the printed name of the firm.

SAMUEL KLEIN AND COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS

Newark, New Jersey  
July 24, 2013

# SAMUEL KLEIN AND COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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## REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM; REPORT ON INTERNAL CONTROL OVER COMPLIANCE AND REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS REQUIRED BY OMB CIRCULAR A-133 AND NEW JERSEY CIRCULAR OMB 04-04

### INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and Members  
of the Township Committee  
Township of Maplewood  
Maplewood, New Jersey 07040

#### Report on Compliance for Each Major Federal and State Program

We have audited the Township of Maplewood in the County of Essex, State of New Jersey, compliance with the types of compliance requirements described in the OMB Circular A-133 *Compliance Supplement*, and the New Jersey State Office of Management and Budget's *State Grant Compliance Supplement* that could have a direct and material effect on each of the Township's major federal and state programs for the year ended December 31, 2012. The Township'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 major federal and state programs.

#### Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Township'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 Local Government Services, Department of Community Affairs, State of New Jersey and OMB Circular A-133, and the provisions of State Treasury Circular Letter 04-04 OMB, *Audits of State, Local Governments, and Nonprofit Organizations* and the New Jersey State Office of Management and Budget's *State Grant Compliance Supplement*. Those standards and OMB Circular A-133 and NJOMB 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 or state program occurred. An audit includes examining, on a test basis, evidence about the Township'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 on the Township's compliance.

## Opinion on Each Major Federal and State Program

In our opinion, the Township of Maplewood 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, 2012.

## Other Matters

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with OMB Circular A-133 and NJOMB 04-04 and which are described in the accompanying schedule of findings and questioned costs as item 2012-1. Our opinion on each major federal and state program is not modified with respect to these matters.

The Township's response to the noncompliance findings identified in our audit are described in the accompanying corrective action plan. The Township's response was not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the response.

## Report on Internal Control Over Compliance

Management of the Township of Maplewood 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 of compliance, we considered the Township's internal control over compliance with the types of 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 NJOMB 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 Township of Maplewood'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 and 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 material noncompliance with a type of compliance requirement of a federal and 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 and 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 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.

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 based on the requirements of OMB Circular A-133 and NJOMB 04-04. Accordingly, this communication is not suitable for any other purpose.

**Report on Schedule of Expenditures of Federal and State Awards Required by OMB Circular A-133 and NJOMB 04-04**

We have audited the financial statements of the Township of Maplewood – regulatory basis as of and for the year ended December 31, 2012, and have issued our report thereon dated July 24, 2013, which contained an unmodified opinion on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal and state awards is presented for purposes of additional analysis as required by OMB Circular A-133 and NJOMB 04-04 and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the 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. In our opinion, the schedule of expenditures of federal and state awards is fairly stated in all material respects in relation to the financial statements as a whole.



SAMUEL KLEIN AND COPANY  
CERTIFIED PUBLIC ACCOUNTANTS

Newark, New Jersey  
July 24, 2013

TOWNSHIP OF MAPLEWOOD  
COUNTY OF ESSEX

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED DECEMBER 31, 2012

SCHEDULE A

Federal Funding Department and Description	Grant Number	CFDA Number	Program Amount	2012 Funds Received	Disbursements	
					Fiscal Year	Total
<u>Housing and Urban Development</u>						
Community Development Block Grant:						
Passed-Through County of Essex:						
2011	B-11-UC-34-0102	14.218	\$ 151,000.00	\$ 149,754.57	\$ 149,754.57	\$ 149,754.57
2012	B-12-UC-34-0102	14.218	129,860.00	129,860.00	129,860.00	129,860.00
<u>U.S. Department of Justice</u>						
COPS Law Enforcement Technology:						
2009		16.710	200,000.00	99,793.52	99,725.70	199,760.22
<u>U.S. Department of Homeland Security</u>						
Federal Emergency Management Agency:						
Hurricane Irene		97.036	209,638.12	209,638.12	209,638.12	209,638.12
<u>U.S. Department of Interior</u>						
National Park Service - Historic Preservation						
Fund:						
Passed-Through State of New Jersey:						
2011	042-4875-100-114-6120	15.904	12,000.00		12,000.00	12,000.00
2012	042-4875-100-114-6120	15.904	5,865.00		4,161.91	4,161.91
			<u>\$ 708,363.12</u>	<u>\$ 589,046.21</u>	<u>\$ 605,140.30</u>	<u>\$ 705,174.82</u>

TOWNSHIP OF MAPLEWOOD  
COUNTY OF ESSEX

SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE PROGRAMS  
FOR THE YEAR ENDED DECEMBER 31, 2012

SCHEDULE B  
Sheet #1

<u>State Funding</u> <u>Department and Description</u>	<u>State</u> <u>Account Number</u>	<u>Program</u> <u>Amount</u>	<u>Funds</u> <u>Received</u>	<u>Disbursements</u>	
				<u>Fiscal</u> <u>Year</u>	<u>Total</u>
<u>Health</u>					
Community Assistance:					
2005 and Prior Years		\$ 15,134.03	\$	\$ 15,134.03	\$ 15,134.03
Public Health Priority Funding:					
2005 and Prior Years		9,867.80		9,867.80	9,867.80
Passed-Through County of Essex:					
Municipal Alliance on Alcoholism and Drug Abuse:					
1-01-11 to 12-31-11		27,700.00	7,725.00	15,135.32	27,700.00
1-01-12 to 12-31-12		27,700.00	12,326.00	3,084.83	3,084.83
Tobacco Age-of-Sale:					
2008 and Prior Years	046-4754-100-414-6120	2,720.00		2,720.00	2,720.00
1-01-09 to 12-31-09	046-4754-100-414-6120	960.00		960.00	960.00
1-01-10 to 12-31-10	046-4754-100-414-6120	440.00		440.00	440.00
Tobacco Control Program:					
2005 and Prior Years		1,977.25		1,869.75	1,977.25
2010 State Health Services Grant - H1N1:					
1-01-09 to 12-31-09		76,066.00		19,392.20	76,066.00
Pandemic Flu:					
2008 and Prior Years		4,665.79		4,665.79	4,665.79
<u>Community Affairs</u>					
Americans with Disabilities:					
2005 and Prior Years		1,920.00		1,920.00	1,920.00
Firefighter's SHARE:					
2005 and Prior Years		7,200.00		7,200.00	7,200.00
Neighborhood Preservation:					
2005 and Prior Years		43,689.74		22,393.01	43,689.74
Recreation for Individuals with Disabilities:					
2005 and Prior Years		8,261.45		8,261.45	8,261.45

TOWNSHIP OF MAPLEWOOD  
COUNTY OF ESSEX

SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE PROGRAMS  
FOR THE YEAR ENDED DECEMBER 31, 2012

SCHEDULE B  
Sheet #2

<u>State Funding</u> <u>Department and Description</u>	<u>State</u> <u>Account Number</u>	<u>Program</u> <u>Amount</u>	<u>Funds</u> <u>Received</u>	<u>Disbursements</u>	
				<u>Fiscal</u> <u>Year</u>	<u>Total</u>
<u>Environmental Protection</u>					
Clean Communities Act:					
1-01-11 to 12-31-11	042-4900-765-004-6021	\$ 31,205.42	\$	\$ 19,908.23	\$ 31,205.42
1-01-12 to 12-31-12	042-4900-765-004-6021	30,694.74	30,694.74	6,655.11	6,655.11
Recycling Tonnage Grant:					
2008 and Prior Years	042-4900-752-001-6020	55,094.77		5,136.74	48,068.43
1-01-09 to 12-31-09	042-4900-752-001-6020	50,499.12			
1-01-12 to 12-31-12	042-4900-752-001-6020	31,136.02	31,136.02		
State Park Grant:					
1-01-08 to 12-31-08	042-4875-100-114-6120	37,000.00		37,000.00	37,000.00
Green Acres Trust Fund:					
Improvements to Dehart Park:					
General Capital Fund:					
Ordinance #2588-09, 2666-11:					
1-01-09 to Present:					
Grant Portion	042-4800-566-006-6020	328,750.00	119,334.34	21,043.86	256,125.09
Loan Portion	042-4800-533-002-6510	956,250.00	358,003.00	63,131.03	768,374.71
<u>Transportation</u>					
N.J. Transit Challenge Grant:					
2005 and Prior Years		23,075.85		23,075.85	23,075.85
Challenge Grant:					
2005 and Prior Years		9,343.32		9,343.32	9,343.32
New Jersey Transportation Trust Fund:					
General Capital Fund:					
Ordinance #2689-12a (Prospect Street Section 4):					
1-01-12 to Present	078-6320-480-ALC-6010	200,000.00	172,500.00	39,496.11	39,496.11
<u>Division of Criminal Justice</u>					
Body Armor Replacement:					
1-01-09 to 12-31-09	066-1020-718-001-6120	6,198.26		2,010.31	6,198.26
1-01-11 to 12-31-11	066-1020-718-001-6120	12,426.71		5,299.09	5,299.09
1-01-12 to 12-31-12	066-1020-718-001-6120	381.63	381.63		

TOWNSHIP OF MAPLEWOOD  
COUNTY OF ESSEX

SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE PROGRAMS  
FOR THE YEAR ENDED DECEMBER 31, 2012

SCHEDULE B  
Sheet #3

State Funding Department and Description	State Account Number	Program Amount	Funds Received	Disbursements	
				Fiscal Year	Total
<u>Division of Criminal Justice</u>					
Domestic Violence Grant:					
2005 and Prior Years		\$ 450.80	\$	\$ 450.80	\$ 450.80
Emergency Management:					
2006 and Prior Years		17,061.65		12,061.65	12,061.65
Firemen's Fund:					
2005 and Prior Years		5,000.00		5,000.00	5,000.00
Local Domestic Preparedness Grant:					
2005 and Prior Years	066-1020-100-354-6120	54,906.66		5,000.00	21,860.00
Safe and Secure Communities:					
2008 and Prior Years	066-1020-100-232-6120	132,611.50		21,038.50	132,611.50
1-01-09 to 12-31-09	066-1020-100-232-6120	37,389.00		37,389.00	37,389.00
1-01-10 to 12-31-10	066-1020-100-232-6120	39,013.00		39,013.00	39,013.00
1-01-11 to 12-31-11	066-1020-100-232-6120	32,780.00	32,780.00	32,780.00	32,780.00
1-01-12 to 12-31-12	066-1020-100-232-6120	39,013.00		39,013.00	39,013.00
Victim's Witness Advocacy:					
2005 and Prior Years		202.00		202.00	202.00
<u>Division of Motor Vehicles</u>					
Drunk Driving Enforcement Program:					
2008 and Prior Years		11,763.83		4,978.72	9,059.52
<u>Division of Highway Traffic Safety</u>					
Click It or Ticket:					
2008	066-1160-100-113-6020	4,000.00		4,000.00	4,000.00
2009	066-1160-100-113-6020	4,000.00		4,000.00	4,000.00
You Drink, You Drive, You Lose:					
2007		3,575.00		3,575.00	3,575.00
Aggressive Driving:					
2005 and Prior Years		655.00		655.00	655.00
N.J. State Police					
SLAHEOP:					
2005 and Prior Years		2,405.72		2,405.72	2,405.72

TOWNSHIP OF MAPLEWOOD  
COUNTY OF ESSEX

SCHEDULE OF EXPENDITURES OF STATE FINANCIAL ASSISTANCE PROGRAMS  
FOR THE YEAR ENDED DECEMBER 31, 2012

SCHEDULE B  
Sheet #4

State Funding Department and Description	State Account Number	Program Amount	Funds Received	Disbursements	
				Fiscal Year	Total
<u>N.J. Offices of Information Technology</u> Enhanced 911 General Assistance Grant: 2007 and Prior Years		\$ 384,577.92	\$	\$ 1,179.65	\$ 384,577.92
<u>Human Services</u> Public Assistance: 1-01-12 to 12-31-12	054-7550-100-121-6020	<u>127,822.95</u>	<u>89,700.00</u>	<u>127,822.95</u>	<u>127,822.95</u>
		<u>\$ 2,897,585.93</u>	<u>\$ 854,580.73</u>	<u>\$ 685,708.82</u>	<u>\$ 2,291,005.34</u>

**TOWNSHIP OF MAPLEWOOD**

**NOTES TO THE SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS  
AND STATE FINANCIAL ASSISTANCE**

**DECEMBER 31, 2012**

**1. GENERAL**

The accompanying Schedules of Expenditures of Federal Awards and State Financial Assistance presents the activity of all federal and state financial assistance programs of the Township of Maplewood. The Township of Maplewood is defined in Note 1(A) to the Township's regulatory basis 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.

**2. BASIS OF ACCOUNTING**

The accompanying Schedules of Expenditures of Federal Awards and State Financial Assistance are presented on the prescribed basis of accounting, modified accrual basis with certain exceptions, prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with the budget laws of New Jersey, which is a comprehensive basis of accounting other than generally accepted accounting principles. This basis of accounting is described in Notes 1(c) and 1(d) to the Township's regulatory basis financial statements.

**3. RELATIONSHIP TO FEDERAL AND STATE FINANCIAL REPORTS**

Amounts reported in the accompanying schedules agree with the amounts reported in the related federal and state financial reports.

**4. RELATIONSHIP TO REGULATORY BASIS FINANCIAL STATEMENTS**

Amounts reported in the accompanying schedules agree with amounts reported in the Township's regulatory basis financial statements. Matching contributions expended by the Township in accordance with terms of the various grants are not reported in the accompanying schedules.

**TOWNSHIP OF MAPLEWOOD  
COUNTY OF ESSEX, NEW JERSEY  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2012**

**Section I - Summary of Auditor's Results**

**Financial Statements**

Type of auditor's report issued: Qualified

Internal control over financial reporting:

Material weakness(es) identified? \_\_\_\_\_ Yes   √   No

Significant deficiency(ies) identified? \_\_\_\_\_ Yes   √   None Reported

Noncompliance material to financial statements noted? \_\_\_\_\_ Yes   √   No

**Federal Awards**

Internal control over major federal programs:

Material weakness(es) identified? \_\_\_\_\_ Yes   √   No

Significant deficiency(ies) identified? \_\_\_\_\_ Yes   √   None Reported

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   √   No

Identification of major federal programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program</u>
14.218	Community Development Block Grant
97.036	Federal Emergency Management Grant

Dollar threshold used to distinguish between Type A and Type B Programs \$300,000.00

Auditee qualified as low-risk auditee   √   Yes \_\_\_\_\_ No



**TOWNSHIP OF MAPLEWOOD  
COUNTY OF ESSEX, NEW JERSEY  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2012  
(Continued)**

**Section III - Federal Awards and State Financial Assistance - Findings and Questioned Costs**

**Federal Awards**

**Federal Emergency Management Agency**

Finding #2012-1 (Control Deficiency):

*Condition:*

Overtime hours for several Township employees, as reported on the Project Worksheets for Hurricane Irene to the Federal Emergency Management Agency, did not agree to time sheets and payroll records per the Township.

*Criteria:*

Overtime hours charged to the grant should be based on the actual overtime hours worked and recorded on the time sheets and payroll records per the Township.

*Cause:*

Failure of management to implement procedures and controls to ensure that overtime hours charged to the grant and reported on the Project Worksheets are submitted accurately.

*Effect:*

The Township is not complying with the requirements set on the grant agreement.

*Recommendation:*

That an amendment be prepared and filed with the Federal Emergency Management Agency regarding certain employee overtime hours for Hurricane Irene as originally reported on Project Worksheets.

**State Awards**

None Reported

TOWNSHIP OF MAPLEWOOD  
COUNTY OF ESSEX, NEW JERSEY  
SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS  
YEAR ENDED DECEMBER 31, 2012  
(Continued)

**Section IV - Schedule of Prior Year Audit Findings**

**Federal Awards**

There were no prior year audit findings for Federal Award Programs.

**State Awards**

***New Jersey Transportation Trust Fund:***

Finding #2011-1:

*Condition:*

The certified payrolls from D.L.S. Contracting were not available for audit review.

*Recommendation:*

That the contractor's certified payrolls for the New Jersey Transportation Trust Fund Grant be available for audit review.

*Current Year Status:*

The above has been rectified.

**GENERAL COMMENTS AND RECOMMENDATIONS**

# SAMUEL KLEIN AND COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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36 WEST MAIN STREET, SUITE 303  
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The Honorable Mayor and Members  
of the Township Committee  
Township of Maplewood  
Maplewood, New Jersey 07040

Madame and Gentlemen:

We have audited the financial statements, Federal and State Financial Assistance Programs and supplemental schedules and data of the

## TOWNSHIP OF MAPLEWOOD COUNTY OF ESSEX

for the years ended December 31, 2012 and December 31, 2011 and have issued our report thereon. As part of our audit, we reviewed and tested the municipality's system of internal accounting control to the extent we considered necessary to evaluate the system as required by auditing standards generally accepted in the United States of America by the Division of Local Government Services of the Department of Community Affairs, State of New Jersey; by the *Government Auditing Standards* issued by the U.S. General Accounting Office; and by the provisions of the "Single Audit Act of 1984". Compliance requirements were also reviewed in accordance with the requirements of the aforementioned standards and guidelines or, where applicable, the terms and conditions of particular grant agreements and as approved by the Cognizant Audit Agency.

Our comments with respect to the audit, internal control, and any error, omission, irregularity, violation of law, discrepancy or other nonconformity to the law or regulation found during the audit are herewith set forth.

**Contracts and Agreements Required to be Advertised per (N.J.S.A. 40A:11-4)**

N.J.S.A. 40A:11-4a 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 bidding 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, 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."

It is pointed out that management has the responsibility of determining whether the expenditures in any category will exceed the threshold set for the fiscal year and, where question arises as to whether any contract or agreement might result in violation of the statute, the opinion of the Township Attorney should be sought before a commitment is made.

The statutory bidding threshold for the year 2012 was the sum of \$36,000.00 effective July 1, 2010 in accordance with the provisions of N.J.S.A. 40A:11-3a, based on the appointment of a qualified purchasing agent.

Notwithstanding N.J.S.A. 40A:11-3a, P.L. 2005, Chapter 51 and N.J.S.A. 19:44A-20.5, known as the "Pay to Play Law" provides that a municipality is prohibited from executing any contract in excess of \$17,500.00, on or after January 1, 2006, to a business entity that made certain reportable contributions to any municipal committee of a political party if a member of that party is in office as a member of the governing body of the municipality when the contract is awarded unless proposals or qualifications are solicited through a fair and open process.

It is further noted that contracts between \$17,500.00 and the municipal bidding threshold, known as "window contracts", can be issued by resolution of the governing body without competitive bidding if a non-fair and open process is implemented which prohibits reportable contributions by the business entity.

The minutes indicate that bids were requested by public advertising for the following items:

**Service and Construction Contracts:**

- Heating and Cooling System Maintenance
- Toilet Renovations and ADA Upgrades at the Memorial Library
- Community Pool Concessionaire Services
- Moving of the Large Turf Areas
- Vegetative Waste Removal
- Janitorial Services
- Road Improvements
- Sewer Line Rehabilitation
- Prospect Street Road Improvements
- Hickory Drive Road Improvements
- ADA Improvements and Asbestos Abatement at the Civic House
- Hauling and Disposal of Leaves
- Furnishing, Delivery and Installation of Two Shelter Structures
- Recycling of Brush Tree Parts
- Marketing of Recyclable Materials
- Recycling Collection and Disposal

**Materials and Supplies:**

- Pool Chemicals

The minutes also indicate that proposals were solicited for professional services in accordance with the provisions of N.J.S.A. 19:44A-20.5.

It was also noted that the Township awarded several contracts through their participation in the Morris County Cooperative Pricing Council, and under the provisions of N.J.S.A. 40A:11-12, New Jersey State Purchasing Contracts.

During our review it was noted that three items tested were not in compliance with the Local Public Contracts Law or the Pay-to-Play Law.

It is recommended that purchasing procedures be reviewed to ensure compliance with the Local Public Contracts Law and the Pay-to-Play Law.

### **Examination of Claims**

In verifying expenditures, computations were made on a statistical sample of claims approved and paid. No attempt was made in this connection to establish proof of rendition, character or extent of services, nor quantities, nature, propriety of prices or receipt of materials, these elements being left necessarily to internal review in connection with approval of claims.

### **Collection of Interest on Delinquent Taxes and Assessments**

N.J.S.A. 54:4-67, as amended, provides the method for authorizing interest and the maximum rate to be charged for the nonpayment of taxes or assessments on or before the date when they would become delinquent. The Governing Body on January 16, 2005 adopted the following resolution authorizing interest to be charged on delinquent taxes and assessments:

"WHEREAS, R.S. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law, and

WHEREAS, R.S. 54:4-67 has been amended to permit the fixing of said rate of eight (8) percent per annum on the first \$1,500.00 of the delinquency and eighteen (18) percent per annum on any amount in excess of \$1,500.00;

NOW, THEREFORE, BE IT RESOLVED, on the 16th day of January, 2005, by the Township Committee of the Township of Maplewood, County of Essex, State of New Jersey as follows:

1. The Collector of Taxes is hereby authorized and directed to charge eight (8) percent per annum on the first \$1,500.00 of taxes becoming delinquent after the due date and eighteen (18) percent per annum on any delinquent amount of taxes in excess of \$1,500.00 becoming delinquent after the due date, subject to any abatement or discount for the late payment of taxes as provided by law.
2. Tax payments, due quarterly as billed, shall have a ten (10) day grace period from the due date in which a payment in cash, check or money order can be accepted without an interest penalty.
3. Any payment not made in accordance with paragraph two of this resolution shall be charged interest from the due date, as set forth in paragraph one of this resolution.

Interest on delinquent taxes was generally collected in accordance with the provisions of the above resolution.

**Delinquent Taxes and Tax Title Liens**

Delinquent taxes, in the sum of \$22,114.97, exclusive of 2012, are summarized as follows:

<u>Year</u>	<u>Amount</u>
2008	\$ 4,023.72
2009	2,257.31
2010	8,225.85
2011	<u>7,608.09</u>
	<u>\$ 22,114.97</u>

A tax sale was held on October 10, 2012 and was complete.

The following comparison is made of the number of tax title liens receivable on December 31<sup>st</sup> of the last three years:

<u>Year</u>	<u>Number of Certificates</u>
2012	3
2011	4
2010	3

**Verification of Delinquent Taxes and Other Charges**

A test verification of unpaid charges and current payments in accordance with the regulations of the Division of Local Government Services, consisted of notices as follows:

<u>Type</u>	<u>Number of Notices</u>
Payment of 2012 Taxes and 2013 Taxes	152
Payment of Sewer Rents	162
Delinquent Taxes	10
Unpaid Sewer Utility Charges	7
Tax Title Liens	<u>3</u>
	<u>334</u>

There were no exceptions developed in connection with our examination.

**Revenue Collecting Officials**

Construction Code Official:

Receipting and record maintenance procedures implemented in the Office of the Construction Code Official appear to be in accordance with the provisions of the Uniform Construction Code of New Jersey and the precepts and directives of the New Jersey Division of Housing and Development in the Department of Community Affairs. The system mandates the use of standardized forms prepared and distributed by the State to all Chief Construction Code Officials. Private contracts may also maintain supplies of application forms. The forms are not prenumbered and their prescribed use eliminates such time-proven and inherent assurances of accountability, control of inspections and fiscal activity thus afforded. Reliance of the accuracy and integrity of all departmental activity is therefore necessarily placed upon internal numbering systems and recording practices.

Clerk's Office:

Several receipts collected by the Clerk's Office could not be traced to the Tax Collector's records.

Amounts due to the State of New Jersey for 2012 marriage licenses as of December 31, 2012 were not in agreement with fiscal year 2013 payments, detailed as follows:

Balance December 31, 2012	\$ 25.00
Fiscal Year 2013 Payment	<u>350.00</u>
Overpayment	<u>\$ (325.00)</u>

Police Department:

Collection of Police Department revenue was not turned over to the Tax Collector within 48 hours after receipt, in accordance with the provisions of N.J.S.A. 40A:5-15.

Recreation Department:

The adjusted cash receipts book for the Recreation Department did not agree to the Tax Collector's records, detailed as follows:

	<u>Current Fund Revenue</u>	<u>General Trust Fund Revenue</u>
Receipts per Recreation Department	\$ 264,760.46	\$ 64,222.75
Tax Collector's Records	<u>231,290.05</u>	<u>63,207.75</u>
Difference	<u>\$ 33,470.41</u>	<u>\$ 1,015.00</u>

Several receipts collected by the Recreation Department could not be traced to the Tax Collector's records.

Fees collected for tennis camp and baking were not in compliance with the fee ordinance adopted by the Township Committee.

The following recommendations are noted:

That more care be exercised in the handling of cash receipts for the Clerk's Office and the Recreation Department and that collections be reconciled to the records of the Tax Collector on a monthly basis.

That the overpayment to the State of New Jersey for marriage license fees be reviewed and a determination made as to proper disposition.

That departmental collection procedures be reviewed for the Police Department to ensure compliance with deposit provisions of N.J.S.A. 40A:5-15.

That more care be exercised in maintaining the cash receipts book for the Recreation Department and that collections be reconciled to the records of the Tax Collector on a monthly basis.

That all fees collected by the Recreation Department be in compliance with the fee ordinance adopted by the Township Committee.

**Animal Control Trust Fund**

Comments with respect to the Animal Control Trust Fund are as follows:

- Dog license reports reflecting license fees and amounts Due to the State of New Jersey were not filed on a timely basis.
- During our test of fees, it was noted that two cat licenses were marked as neutered for \$15.00, but were recorded as non-neutered for \$18.00. As per discussion with Township personnel, we were informed that sometimes people mail a check for \$18.00 and the fee is only \$15.00. The Township did not refund the overpayment.

The following recommendations are noted:

That dog license reports be filed with the State of New Jersey on a timely basis.

That the proper fee be recorded for cat licenses and that all overpayments be reviewed and a determination made as to proper disposition.

**Accounts Receivable**

Certain accounts receivable, as reflected on the Current Fund and General Trust Fund balance sheets, have remained open as of December 31, 2012, and are detailed as follows:

<u>Purpose</u>	<u>Amount</u>
Current Fund:	
Revenue Accounts Receivable:	
Leases:	
Maplewood Village Condominium Association - 2011	\$ 2,500.00
Payment in Lieu of Taxes:	
Project Live Five	130.00
Project Live Six	350.00
Colgate Road Development - 2011	2,521.00
General Trust Fund:	
Other Accounts Receivable:	
Overpayment of Escrow Deposits	13,548.00

It is recommended that certain accounts receivable items be reviewed and a determination made as to proper disposition.

**Swimming Pool Utility**

The adjusted cash receipts book for pool membership fees did not agree to the Tax Collector's records, detailed as follows:

Adjusted Cash Receipts Book	\$ 674,563.24
Tax Collector's records	<u>675,723.24</u>
Difference	<u>\$ (1,160.00)</u>

It is recommended that more care be exercised in maintaining the cash receipts book for swimming pool membership fees by the Recreation Department and that collections be reconciled to the records of the Tax Collector on a monthly basis.

Pool membership fees collected for senior citizens and family and caregiver were not in compliance with the fee ordinance adopted by the Township Committee.

It is recommended that all pool membership fees collected by the Recreation Department be in compliance with the fee ordinance adopted by the Township Committee.

**Payroll Fund**

During 2004, the Township of Maplewood contracted with ADP to be the third party payroll service provider. ADP has the authority to withdraw funds from Township accounts and transfer these funds to their own accounts for purpose of the payment to certain agencies with regard to payroll deductions.

An audit of the service provider's payroll account was not provided to the Township nor did our staff prepare such an audit. We did review certain records provided to the Township. It should be noted however, that we could not verify required payments of Federal and State agencies made by the service provider.

The Local Finance Board has adopted rules and regulations regarding third-party payroll vendors which are summarized in N.J.A.C. 5:30-17 and further provides authority for local governments to hire payroll service vendors to disburse funds to payroll agencies on behalf of the local unit.

In addition, Local Finance Notice 2009-18 has offered additional safeguards with respect to third-party payroll services.

**Municipal Court**

A statutory report on the operations of the Municipal Court has been prepared and copies filed with the New Jersey Administrative Office of the Courts, the Division of Local Government Services, the Municipal Court and the Township Clerk.

Collections of the Court are summarized as follows:

<u>Agency</u>	<u>Balance Dec. 31, 2011</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance Dec. 31, 2012</u>
State of New Jersey	\$ 12,730.54	\$ 204,335.19	\$ 203,070.54	\$ 13,995.19
County	5,937.50	77,389.01	77,984.01	5,342.50
Municipality	23,850.96	433,249.30	425,841.95	31,258.31
Other Agencies and Sources	4,859.00	19,602.21	23,351.87	1,109.34
Cash Bail	3,926.00	79,306.00	74,981.00	8,251.00
	<u>\$ 51,304.00</u>	<u>\$ 813,881.71</u>	<u>\$ 805,229.37</u>	<u>\$ 59,956.34</u>

Comments with respect to the Municipal Court are as follows:

All tickets that have been assigned must be issued within six months. On December 31, 2012, there were 261 tickets that were assigned but not issued in excess of six months.

All tickets that are issued must be properly assigned. On December 31, 2012, there were 19 tickets that were issued but not assigned.

The following recommendation is noted:

That tickets assigned but not issued in excess of six months be reviewed for proper disposition and that follow-up procedures be implemented for tickets whether issued or assigned.

### **Corrective Action Plan**

In accordance with the requirements of the Single Audit Act and regulations of the Division of Local Government Services, a corrective action plan must be prepared by the Chief Financial Officer, filed with the Division of Local Government Services within sixty days from the date the audit is received by the Governing Body and approved by resolution of the Municipal Council.

The Corrective Action Plan was prepared by the Chief Financial Officer and filed in accordance with the aforementioned regulations.

### **Status of Prior Years' Audit Recommendations**

A review was performed on all prior years' recommendations and corrective action was taken on all with the exception of those recommendations marked with an asterisk.

### **Miscellaneous**

Revenue and receipts were established and verified as to source and amount only insofar as the local records permitted.

No responsibility for reporting is assumed for liabilities arising from matters in litigation, contingent liabilities or from projects funded by Federal, State or other sources that may not be included in the Township Budget as adopted or amended; not subjected to Township ordinance or resolution; and not recorded on the general books and records of the Township.

All sums of outstanding checks, shown in cash reconciliations herein, are in agreement with the adjusted records of the Township.

A report summarizing collections of Dog License Fees and remittances of State Registration Fees was prepared and filed with the New Jersey Department of Health and the Division of Local Government Services for the year 2012.

The number of areas commented upon in this report and the resulting recommendations, are for the purpose of attaining a more efficient and fiscally sound operation. It is urged that effort be initiated by the Governing Body to implement the resulting recommendations.

One copy of this report was filed with the New Jersey Division of Local Government Services in the Department of Community Affairs.

A summary or synopsis of this report was prepared for publication and filed with the Township Clerk.

## RECOMMENDATIONS

Page numbers refer to related comments and pertinent matters discussed herein.

	<u>Page Number Reference</u>
That purchasing procedures be reviewed to ensure compliance with the Local Public Contracts Law and the Pay-to-Play Law.	137
That more care be exercised in the handling of cash receipts for the Clerk's Office and the Recreation Department and that collections be reconciled to the records of the Tax Collector on a monthly basis.	139
* That the overpayment to the State of New Jersey for marriage license fees be reviewed and a determination made as to proper disposition.	139
That departmental collection procedures be reviewed for the Police Department to ensure compliance with deposit provisions of N.J.S.A. 40A:5-15.	139
That more care be exercised in maintaining the cash receipts book for the Recreation Department and that collections be reconciled to the records of the Tax Collector on a monthly basis.	139
That all fees collected by the Recreation Department be in compliance with the fee ordinance adopted by the Township Committee.	139
* That dog license reports be filed with the State of New Jersey on a timely basis.	140
That the proper fee be recorded for cat licenses and that all overpayments be reviewed and a determination made as to proper disposition.	140
* That certain accounts receivable items be reviewed and a determination made as to proper disposition.	140
<b>Municipal Court:</b>	
* That tickets assigned but not issued in excess of six months be reviewed for proper disposition and that follow-up procedures be implemented for tickets whether issued or assigned.	141
<b>Single Audit:</b>	
That an amendment be prepared and filed with the Federal Emergency Management Agency regarding certain employee overtime hours for Hurricane Irene as originally reported on Project Worksheets.	132

\* \* \*

The foregoing comments and resultant recommendations are not of sufficient materiality whereby they would affect our ability to express an opinion on the financial statements taken as a whole.

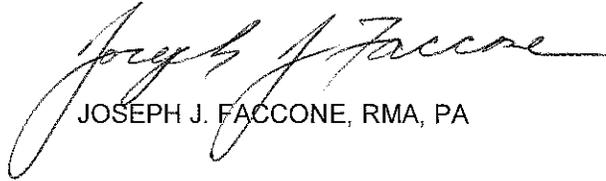
We shall be pleased to confer on any questions that might arise with respect to any matters in this report.

We desire to express our appreciation for the courtesy and cooperation extended to us by Township officials and employees during the course of the examination.

Respectfully submitted,

A handwritten signature in cursive script that reads "Samuel Klein and Company".

SAMUEL KLEIN AND COMPANY  
CERTIFIED PUBLIC ACCOUNTANTS

A handwritten signature in cursive script that reads "Joseph J. Faccione".

JOSEPH J. FACCONI, RMA, PA

Newark, New Jersey  
July 24, 2013

