

**BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY  
FOR THE YEAR ENDED DECEMBER 31, 2013**

FINANCIAL STATEMENTS  
AND ADDITIONAL INFORMATION

with

INDEPENDENT AUDITOR'S REPORTS

and

COMMENTS AND RECOMMENDATIONS

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**BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH**

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## INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members  
of the Borough Council  
Borough of Englishtown  
County of Monmouth  
Englishtown, New Jersey 07726

### Report on the Financial Statements

We have audited the accompanying comparative statements of assets, liabilities, reserves and fund balance--regulatory basis of the various funds and account group of the Borough of Englishtown, County of Monmouth, State of New Jersey as of December 31, 2013 and 2012, and the related comparative statements of operations and changes in fund balance--regulatory basis for the years then ended, the related statements of revenues--regulatory basis, statement of expenditures--regulatory basis, and the related notes to the financial statements for the year ended December 31, 2013.

### Management's Responsibility for the Financial Statements

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

### Auditor's Responsibility

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

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

appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

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

As discussed in Note 1 to the financial statements, the Borough prepares its financial statements using accounting practices that demonstrate compliance with regulatory basis of accounting and budget laws of 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 meet the requirements of the State of New Jersey.

The effects on the financial statements of the variances between these 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 Adverse Opinion on U.S. Generally Accepted Accounting Principles” paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Borough of Englishtown, County of Monmouth, State of New Jersey, as of December 31, 2013 and 2012, or the results of its operations and changes in fund balance for the years then ended.

### **Unmodified Opinion on Regulatory Basis of Accounting**

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities, reserves and fund balance--regulatory basis of the various funds and account group of the Borough of Englishtown, County of Monmouth, State of New Jersey, as of December 31, 2013 and 2012, and the results of its operations and changes in fund balance --regulatory basis of such funds for the years then ended, and the related statement of revenues--regulatory basis, statement of expenditures--regulatory basis of the various funds, and the related notes to financial statements, for the year ended December 31, 2013 in conformity with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey as described in Note 1.

### **Other Matters**

#### **Report on Supplementary Information**

Our audit was made for the purpose of forming an opinion on the financial statements referred to in the first paragraph as a whole. The supplemental financial statements presented for the various funds are presented for purposes of additional analysis as required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and is not a required part of the above 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. 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 information is fairly stated in all material respects in relation to the basic 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 June 04, 2014, on our consideration of the Borough of Englishtown's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Borough of Englishtown's internal control over financial reporting and compliance.

Respectfully submitted,

**HOLMAN FRENIA ALLISON, P.C.**

Robert W. Allison  
Certified Public Accountant  
Registered Municipal Accountant  
RMA #483

Freehold, New Jersey  
June 04, 2014

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

Honorable Mayor and Members  
of the Borough Council  
Borough of Englishtown  
County of Monmouth  
Englishtown, New Jersey 07726

We have audited, in accordance with the auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, the financial statements of the Borough of Englishtown (herein referred to as “the Borough”), as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the Borough’s basic financial statements, and have issued our report thereon dated June 04, 2014, in which we expressed an adverse opinion on the conformity of the statements with accounting principles generally accepted in the United States of America due to the differences between those principles and the accounting practices prescribed by the Division of Local Government Services.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Borough'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 Borough’s internal control. Accordingly, we do not express an opinion on the effectiveness of the Borough’s internal control.

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

Our consideration of 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 Borough's financial statements are free from 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* or audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully submitted,

**HOLMAN FRENIA ALLISON, P.C.**

Robert W. Allison  
Certified Public Accountant  
Registered Municipal Accountant  
RMA #483

Freehold, New Jersey  
June 04, 2014

**BASIC FINANCIAL STATEMENTS**

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CURRENT FUND

EXHIBITS

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BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

COMPARATIVE STATEMENT OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE - REGULATORY BASIS

Years ended December 31, 2013 and 2012

<u>Assets</u>	<u>Reference</u>	<u>2013</u>	<u>2012</u>	<u>Liabilities, Reserves and Fund Balance</u>	<u>Reference</u>	<u>2013</u>	<u>2012</u>
Operating Fund:				Operating Fund:			
Cash - Treasurer	A-4	\$ 946,491.61	\$ 776,599.29	Appropriation Reserves	A-3, A-13	\$ 127,860.46	\$ 124,706.89
Change Fund	A	275.00	275.00	Encumbrances Payable	A-14	80,211.18	70,474.40
Due From State of New Jersey -				Accounts Payable	A-15	7,095.36	1,985.25
Seniors' and Veterans' Deductions	A-5	799.97	49.97	County Taxes Payable	A-16	23,449.51	16,412.43
				Prepaid Taxes	A-17	33,395.98	12,413.65
				Tax Overpayments	A-18	-	1,527.48
				Marriage License Fees Payable	A-19	150.00	50.00
Receivables With Full Reserves:				Regional District High School Tax Payable	A-21	183,146.23	162,310.78
Taxes Receivable	A-6	19.69	-	Regional District School Tax Payable	A-22	22,222.79	15,603.19
Tax Title Liens Receivable	A-7	158.15	12,328.15	Reserve for:			
Foreclosed Property	A-8	100.00	100.00	Sale of Municipal Assets	A-23	1,645.68	1,645.68
Revenue Accounts Receivable	A-9	18,388.40	17,197.78	Tax Appeals Pending	A-25	11,607.29	6,923.89
Due From:				Third Party Liens	A-26	9,956.45	6,131.91
Trust - Other Fund/Escrow	A-10	9.61	14.04	Public Assistance	A-27	3,341.36	3,341.36
Payroll Fund	A-24	11,983.60	10,663.60	Premium on Tax Sale	A-28	117,200.00	14,300.00
				Reserve for Receivables	A	30,659.45	40,303.57
				Fund Balance	A-1	326,284.29	339,097.35
Total Operating Fund		978,226.03	817,227.83	Total Operating Fund		978,226.03	817,227.83
				Grant Fund:			
Grant Fund:				Encumbrances Payable	A-29	-	395.00
Cash	A-4	79,098.22	73,906.06	Reserve for Grants:			
Grants Receivable	A-12	23,205.20	-	Appropriated	A-30	96,431.22	65,892.50
				Unappropriated	A-31	5,872.20	7,618.56
Total Grant Fund		102,303.42	73,906.06	Total Grant Fund		102,303.42	73,906.06
Total Assets		\$ 1,080,529.45	\$ 891,133.89	Total Liabilities, Reserves and Fund Balance		\$ 1,080,529.45	\$ 891,133.89

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE  
REGULATORY BASIS

Years ended December 31, 2013 and 2012

	<u>Reference</u>	<u>2013</u>	<u>2012</u>
Revenue and Other Income Realized:			
Surplus Utilized	A-2	\$ 295,000.00	\$ 265,000.00
Miscellaneous Revenue Anticipated	A-2	510,981.11	538,301.71
Receipts From Delinquent Taxes	A-2	12,170.00	-
Receipts From Current Taxes	A-2	5,501,290.27	5,243,471.28
Non-Budget Revenue	A-2	81,588.36	77,804.77
Other Credit To Income:			
Unexpended Balance of Appropriation			
Reserves	A-13	57,817.49	49,761.29
Payroll Fund	A-24	1,320.00	10,663.60
Interfunds Returned	A	10,677.64	579.26
		<hr/>	<hr/>
Total Revenue		6,470,844.87	6,185,581.91
		<hr/>	<hr/>
Expenditures:			
Budget Appropriations	A-3	1,990,494.66	1,856,018.59
County Taxes	A-16	734,851.06	706,543.68
Special District Taxes	A-20	429,219.00	408,596.00
Regional District High School Tax	A-21	1,025,153.00	962,630.55
Regional District School Tax	A-22	1,996,947.00	1,942,389.77
Interfund Advances	A	11,993.21	10,677.64
Tax Collector Senior Citizen Disallowed	A-1	-	500.00
		<hr/>	<hr/>
Total Expenditures		6,188,657.93	5,887,356.23
		<hr/>	<hr/>
Excess in Revenue		282,186.94	298,225.68
		<hr/>	<hr/>
Fund Balance, January 1	A	339,097.35	305,871.67
		<hr/>	<hr/>
		621,284.29	604,097.35
Decreased By:			
Utilized as Anticipated Revenue	A-2	295,000.00	265,000.00
		<hr/>	<hr/>
Fund Balance, December 31	A	\$ 326,284.29	\$ 339,097.35
		<hr/> <hr/>	<hr/> <hr/>

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF REVENUES - REGULATORY BASIS

Year ended December 31, 2013

	<u>Reference</u>	<u>Budget</u>	<u>Realized</u>	<u>Excess/ (Deficit)</u>
Surplus Anticipated	A-1	\$ 295,000.00	\$ 295,000.00	\$ -
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	A-9	6,700.00	6,640.02	(59.98)
Fines and Costs:				
Municipal Court	A-9	202,700.00	177,658.91	(25,041.09)
Interest and Costs on Taxes	A-9	10,300.00	16,661.50	6,361.50
Interest on Investments and Deposits	A-9	10,000.00	11,981.31	1,981.31
Anticipated Utility Operating Surplus	A-9	12,500.00	12,500.00	-
Off-Duty Police Admin. Fee	A-9	8,500.00	8,500.00	-
Cable Franchise Fees	A-9	59,000.00	59,099.45	99.45
Energy Receipts Tax	A-9	126,369.00	126,369.00	-
Fire District Interlocal Agreement	A-9	13,100.00	13,100.00	-
Consolidated Municipal Property Tax				
Relief	A-9	15,837.00	15,837.00	-
Tower Lease Agreement	A-9	18,750.00	19,627.90	877.90
Clean Communities Program	A-9	4,000.00	4,000.00	-
Drunk Driving Enforcement Fund	A-9	8,182.26	8,182.26	-
NJS Forestry Green Communities Grant	A-9	3,000.00	3,000.00	-
NJ Forestry Service CSIP Grant	A-9	15,805.20	15,805.20	-
Highway Traffic Safety Grant	A-9	4,400.00	4,400.00	-
Body Armor Fund	A-9	1,112.96	1,112.96	-
Recycling Tonnage Grant	A-9	3,807.45	3,807.45	-
Alcohol Education Rehabilitation Program	A-9	2,698.15	2,698.15	-
				-
Total Miscellaneous Revenues		526,762.02	510,981.11	(15,780.91)
Receipts From Delinquent Taxes	A-2	-	12,170.00	12,170.00
Property Taxes for Support of Municipal				
Budget Appropriations:				
Local Tax for Municipal Purposes	A-2	1,266,403.87	1,412,207.08	145,803.21
Budget Totals		2,088,165.89	2,230,358.19	142,192.30
Non-Budget Revenue	A-2		81,588.36	81,588.36
		\$ 2,088,165.89	\$ 2,311,946.55	\$ 223,780.66

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF REVENUES - REGULATORY BASIS

Year ended December 31, 2013

	<u>Reference</u>	
<u>Analysis of Realized Revenue</u>		
Revenue From Collections	A-6	\$ 5,501,290.27
Allocated To:		
Regional District School	A-6	\$ 1,996,947.00
Regional District High School	A-6	1,025,153.00
County Taxes	A-6	734,851.06
Special District Taxes	A-6	<u>429,219.00</u>
		<u>4,186,170.06</u>
Balance for Support of Municipal Budget		
Appropriations		1,315,120.21
Add: Appropriation Reserve for		
Uncollected Taxes	A-3	<u>97,086.87</u>
Amount for Support of Municipal Budget		
Appropriations	A-2	<u>\$ 1,412,207.08</u>
<u>Analysis of Non-Budget Revenue</u>		
Miscellaneous Revenue Not Anticipated:		
Zoning Fees		\$ 370.00
Food Handling License		1,040.00
Peddlers License		25.00
DMV Inspection Fines		4,735.00
Property List		60.00
Road Opening Permits		65.00
Certified Copies		490.00
CCO Inspections		5,310.00
Raffle/Bingo License		240.00
Photocopies OPRA		5.57
Clothing Bin		125.00
Forfeited Bail		60.00
Refund of Prior-Year Expenditure		808.81
JIF Award		250.00
Marriage License		66.00
Bingo/Raffle Licenes		120.00
Administrative Fee - Senior Citizens' and Veterans' Deductions		150.00
Miscellaneous		53,688.18
Animal Control Statutory Excess		1,483.60
Accident Report		897.50
Parking Fees		120.00
Duplicate Tax Bill		125.00
Planning Board Fees		10,808.70
Alarm Systems		<u>545.00</u>
		<u>\$ 81,588.36</u>
Cash Receipts	A-4	\$ 80,104.76
Animal Control Statutory Excess	A-11	<u>1,483.60</u>
	A-2	<u>\$ 81,588.36</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS

Year ended December 31, 2013

General Expenditures Operations - Included Within "CAPS"	<u>Original Budget</u>	<u>Budget After Modifications</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Cancelled</u>
<b>GENERAL GOVERNMENT</b>					
Administration and Executive:					
Mayor & Council					
Salaries and Wages	\$ 17,750.00	\$ 17,750.00	\$ 17,750.00	\$ -	\$ -
Other Expenses	900.00	900.00	515.00	385.00	-
General Administration:					
Salaries and Wages	11,850.00	12,100.00	12,082.35	17.65	-
Other Expenses	5,000.00	5,000.00	3,781.54	1,218.46	-
Municipal Clerk's Office:					
Salaries and Wages	31,500.00	32,125.00	31,925.82	199.18	-
Other Expenses	12,825.00	12,825.00	9,179.00	3,646.00	-
Elections:					
Other Expenses	615.00	615.00	460.64	154.36	-
Annual Audit:					
Other Expenses	14,000.00	14,000.00	12,500.00	1,500.00	-
Assessment of Taxes:					
Salaries and Wages	6,150.00	6,250.00	6,242.40	7.60	-
Other Expenses	4,500.00	4,500.00	805.60	3,694.40	-
Department of Finance:					
Financial Administration:					
Salaries and Wages	25,800.00	26,300.00	26,202.40	97.60	-
Other Expenses	6,320.00	6,320.00	5,920.98	399.02	-
Collection of Taxes:					
Salaries and Wages	10,740.00	10,940.00	10,918.68	21.32	-
Other Expenses	5,500.00	5,500.00	4,635.38	864.62	-
Department of Law:					
Legal Services and Costs:					
Other Expenses	40,000.00	40,000.00	33,482.25	6,517.75	-
Municipal Prosecutor:					
Other Expenses	10,500.00	10,500.00	8,750.00	1,750.00	-
Department of Parks, Recreation and Social Services:					
Dog Regulation:					
Other Expenses	100.00	100.00	-	100.00	-
Insurance:					
Employee Group Health	183,560.00	183,560.00	176,876.26	6,683.74	-
Health Benefits Waiver	2,500.00	2,500.00	2,500.00	-	-

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS

Year ended December 31, 2013

General Expenditures	Original	Budget After	Paid or	Reserved	Cancelled
Operations - Included Within "CAPS"	<u>Budget</u>	<u>Modifications</u>	<u>Charged</u>		
GENERAL GOVERNMENT (continued)					
Department of Public Safety:					
Police:					
Salaries and Wages	529,290.00	529,290.00	512,412.16	16,877.84	-
Other Expenses	75,000.00	75,000.00	74,919.36	80.64	-
First Aid Organization:					
Other Expenses	10,000.00	10,000.00	10,000.00	-	-
Office of Emergency Management:					
Salaries and Wages	1,140.00	1,500.00	1,500.00	-	-
Other Expenses	650.00	650.00	638.00	12.00	-
Department of Community Development:					
Engineering Services and Costs:					
Other Expenses	15,000.00	14,000.00	5,737.68	8,262.32	-
Planning Board:					
Salaries and Wages	2,835.00	2,890.00	2,835.13	54.87	-
Other Expenses	5,500.00	5,000.00	47.00	4,953.00	-
Code Enforcement:					
Salaries and Wages	17,650.00	18,000.00	17,991.58	8.42	-
Other Expenses	300.00	300.00	84.79	215.21	-
Affordable Housing					
Salaries and Wages	535.00	545.00	545.00	-	-
Other Expenses	30,250.00	30,250.00	30,248.00	2.00	-
Department of Public Works:					
Public Buildings and Grounds:					
Salaries and Wages	8,000.00	8,000.00	7,051.11	948.89	-
Other Expenses	17,000.00	20,000.00	15,130.39	4,869.61	-
Road Repairs and Maintenance:					
Salaries and Wages	8,100.00	8,100.00	6,960.30	1,139.70	-
Other Expenses	7,000.00	7,000.00	4,958.40	2,041.60	-
Garbage and Trash Removal:					
Other Expenses	129,000.00	127,000.00	120,000.96	6,999.04	-
Sanitary Landfill:					
Other Expenses	5,200.00	5,200.00	3,691.23	1,508.77	-
Recycling:					
Other Expenses	20,000.00	20,000.00	15,871.04	4,128.96	-
Snow Removal:					
Salaries and Wages	1,500.00	1,500.00	1,500.00	-	-
Other Expenses	4,000.00	4,000.00	4,000.00	-	-

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS

Year ended December 31, 2013

General Expenditures Operations - Included Within "CAPS"	<u>Original Budget</u>	<u>Budget After Modifications</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Cancelled</u>
Municipal Court:					
Salaries and Wages	82,400.00	87,400.00	86,008.22	1,391.78	-
Other Expenses	11,350.00	10,438.00	9,597.64	840.36	-
Public Defender					
Other Expenses	3,500.00	3,500.00	3,500.00	-	-
UNCLASSIFIED					
Utilities:					
Electricity	20,000.00	20,000.00	13,711.59	6,288.41	-
Street Lighting	30,000.00	30,000.00	27,127.28	2,872.72	-
Telephone (excluding equipment acquisition)	7,500.00	7,500.00	5,505.73	1,994.27	-
Natural Gas	5,000.00	5,000.00	3,789.35	1,210.65	-
Gasoline	28,000.00	28,000.00	20,868.23	7,131.77	-
Water and Sewage	3,000.00	3,000.00	2,668.56	331.44	-
Salary and Wage Adjustment	13,248.00	8,710.00	-	8,710.00	-
Total Operations - Within "CAPS"	<u>1,482,058.00</u>	<u>1,483,558.00</u>	<u>1,373,427.03</u>	<u>110,130.97</u>	<u>-</u>
Detail:					
Salaries and Wages	770,988.00	773,900.00	744,425.15	29,474.85	-
Other Expenses	711,070.00	709,658.00	629,001.88	80,656.12	-
Deferred Charges and Statutory Expenditures - Municipal Within "CAPS"					
Contribution To:					
Public Employees' Retirement System	37,100.00	37,100.00	37,100.00	-	-
Police and Firemen's Retirement System of NJ	93,564.00	93,564.00	93,564.00	-	-
Defined Contribution Retirement Program	5,500.00	5,500.00	1,763.15	3,736.85	-
Social Security System (O.A.S.I.)	31,000.00	29,500.00	27,158.19	2,341.81	-
Total Deferred Charges and Statutory Expenditures - Municipal - Within "CAPS"	<u>167,164.00</u>	<u>165,664.00</u>	<u>159,585.34</u>	<u>6,078.66</u>	<u>-</u>
Total General Appropriations for Municipal Purposes - Within "CAPS"	<u>1,649,222.00</u>	<u>1,649,222.00</u>	<u>1,533,012.37</u>	<u>116,209.63</u>	<u>-</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF EXEPENDITURES - REGULATORY BASIS

Year ended December 31, 2013

General Expenditures	Original Budget	Budget After Modifications	Paid or Charged	Reserved	Cancelled
Operations - Excluded from "CAPS"					
Health Insurance:					
Other Expense	1,740.00	1,740.00	-	1,740.00	-
Cost of Tax Appeals:					
Other Expenses	40,000.00	40,000.00	40,000.00	-	-
Due To School Business Personal Property:					
Other Expenses	12,767.00	12,767.00	12,767.00	-	-
Matching Funds for Grants	3,000.00	3,000.00	3,000.00	-	-
LOSAP:					
Other Expenses	5,500.00	5,500.00	-	5,500.00	-
Recycling (N.J.S.A. 13:1E-96.5):					
Other Expenses	3,000.00	3,000.00	2,792.40	207.60	-
<b>Total Other Operations - Excluded from "CAPS"</b>	<b>66,007.00</b>	<b>66,007.00</b>	<b>58,559.40</b>	<b>7,447.60</b>	<b>-</b>
Interlocal Municipal Service Agreements:					
911 Emergency Service Contract with County	55,000.00	55,000.00	53,080.95	1,919.05	-
Fire District:					
Salaries and Wages	12,000.00	12,000.00	11,999.82	0.18	-
Other Expenses	1,100.00	1,100.00	918.00	182.00	-
<b>Total Interlocal Municipal Service Agreements</b>	<b>68,100.00</b>	<b>68,100.00</b>	<b>65,998.77</b>	<b>2,101.23</b>	<b>-</b>
Public and Private Programs Offset By Revenues:					
Clean Communities Program	4,000.00	4,000.00	4,000.00	-	-
Drunk Driving Enforcement Fund	8,182.26	8,182.26	8,182.26	-	-
Body Armor Fund	1,112.96	1,112.96	1,112.96	-	-
Alcohol Education Rehabilitation Program	2,698.15	2,698.15	2,698.15	-	-
Recycling Tonnage Grant	3,807.45	3,807.45	3,807.45	-	-
NJS Forestry Green Communities Grant	3,000.00	3,000.00	3,000.00	-	-
SFSP Fire District Payment	444.00	444.00	444.00	-	-
Highway Traffic Safety Grant	4,400.00	4,400.00	4,400.00	-	-
NJS Forestry Services CSIP Grant	15,805.20	15,805.20	15,805.20	-	-
<b>Total Public and Private Programs Offset By Revenues</b>	<b>43,450.02</b>	<b>43,450.02</b>	<b>43,450.02</b>	<b>-</b>	<b>-</b>
<b>Total Operations - Excluded from "CAPS"</b>	<b>177,557.02</b>	<b>177,557.02</b>	<b>168,008.19</b>	<b>9,548.83</b>	<b>-</b>
Detail:					
Salaries and Wages	12,000.00	12,000.00	11,999.82	0.18	-
Other Expenses	165,557.02	165,557.02	156,008.37	9,548.65	-

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS

Year ended December 31, 2013

General Expenditures	Original	Budget After	Paid or	Reserved	Cancelled
Operations - Excluded from "CAPS"	<u>Budget</u>	<u>Modifications</u>	<u>Charged</u>		
Capital Improvements - Excluded From "CAPS"					
Police Department Equipment	12,000.00	12,000.00	12,000.00	-	-
Court Office Furniture	2,000.00	2,000.00	-	2,000.00	-
Municipal Building Roof Replacement	16,000.00	16,000.00	15,898.00	102.00	-
Capital Improvement Fund	30,000.00	30,000.00	30,000.00	-	-
Total Capital Improvements - Excluded From "CAPS"	<u>60,000.00</u>	<u>60,000.00</u>	<u>57,898.00</u>	<u>2,102.00</u>	<u>-</u>
Municipal Debt Service - Excluded From "CAPS"					
Payment of BAN and Capital Note Principal	2,500.00	2,500.00	2,500.00	-	-
Interest on Notes	3,800.00	3,800.00	3,767.64	-	32.36
Payment of Bond Principal	58,500.00	58,500.00	58,333.00	-	167.00
Interest on Bonds	24,500.00	24,500.00	24,115.00	-	385.00
Total Municipal Debt Service - Excluded From "CAPS"	<u>89,300.00</u>	<u>89,300.00</u>	<u>88,715.64</u>	<u>-</u>	<u>584.36</u>
Deferred Charges - Municipal - Excluded From "CAPS"					
Unfunded Ordinance	15,000.00	15,000.00	15,000.00	-	-
Total Deferred Charges - Municipal - Excluded From "CAPS"	<u>15,000.00</u>	<u>15,000.00</u>	<u>15,000.00</u>	<u>-</u>	<u>-</u>
Total General Appropriations for Municipal Purposes - Excluded From "CAPS"	<u>341,857.02</u>	<u>341,857.02</u>	<u>329,621.83</u>	<u>11,650.83</u>	<u>584.36</u>
Subtotal General Appropriations	1,991,079.02	1,991,079.02	1,862,634.20	127,860.46	584.36
Reserve for Uncollected Taxes	97,086.87	97,086.87	97,086.87	-	-
Total General Appropriations	<u>\$ 2,088,165.89</u>	<u>\$ 2,088,165.89</u>	<u>\$ 1,959,721.07</u>	<u>\$ 127,860.46</u>	<u>\$ 584.36</u>
Budget as Adopted	\$ 2,055,778.43				
Added by N.J.S. 40A:4-87	<u>32,387.46</u>				
	<u>\$ 2,088,165.89</u>				
Analysis of Paid or Charged:					
Cash Disbursed			\$ 1,699,417.00		
Encumbrances Payable			80,211.18		
Reserve for:					
Uncollected Taxes			97,086.87		
Tax Appeals Pending			40,000.00		
Grants Appropriated			<u>43,006.02</u>		
			<u>\$ 1,959,721.07</u>		

The accompanying Notes to Financial Statements are an integral part of this statement.

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TRUST FUND

EXHIBITS

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BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

TRUST FUND

COMPARATIVE STATEMENT OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE - REGULATORY BASIS

December 31, 2013 and 2012

<u>Assets</u>	<u>2013</u>	<u>2012</u>	<u>Liabilities, Reserves and Fund Balance</u>	<u>Reference</u>	<u>2013</u>	<u>2012</u>
Animal Control Trust Fund: Cash - Treasurer	\$ 5,629.60	\$ 5,695.40	Animal Control Trust Fund: Due To: State - License Fee Encumbrances Payable Reserve for Animal Control Fund Expenditures	B-5 B-7 B-6	\$ 24.60 - 5,605.00	\$ - 7.80 5,687.60
Community Development Trust Fund: Cash - Treasurer	354.82	354.82	Community Development Trust Fund: Reserve for Community Development Block Grant	B-8	354.82	354.82
Unemployment Trust Fund: Cash - Treasurer	23,795.99	21,373.27	Unemployment Trust Fund: Reserve for Unemployment Compensation Fund	B-9	23,795.99	21,373.27
Trust - Other Funds: Cash - Treasurer	323,346.23	499,450.28	Trust - Other Funds: Encumbrances Payable Due To Current Fund Various Reserves Fund Balance	B-12 B-10 B-11 B-1	1,855.19 9.61 321,461.67 19.76	55,502.31 14.04 443,914.17 19.76
Total Assets	\$ 353,126.64	\$ 526,873.77	Total Liabilities, Reserves and Fund Balance		\$ 353,126.64	\$ 526,873.77

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

TRUST - OTHER FUND

COMPARATIVE STATEMENT OF FUND BALANCE -  
REGULATORY BASIS

Years ended December 31, 2013 and 2012

Reference

Balance, December 31, 2013 and 2012	B	<u>\$ 19.76</u>
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The accompanying Notes to Financial Statements are an integral part of this statement.

GENERAL CAPITAL FUND

EXHIBITS

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BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY  
 GENERAL CAPITAL FUND

COMPARATIVE STATEMENT OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE - REGULATORY BASIS

December 31, 2013 and 2012

<u>Assets</u>	<u>Reference</u>	<u>2013</u>	<u>2012</u>	<u>Liabilities, Reserves and Fund Balance</u>	<u>Reference</u>	<u>2013</u>	<u>2012</u>
Cash - Treasurer				Serial Bonds Payable	C-11	\$ 1,906,667.00	\$ 640,000.00
Grants Receivable				Bond Anticipation Notes Payable	C-13	230,000.00	295,000.00
Deferred Charges To Future Taxation:				Encumbrances Payable	C-7	418,654.67	334,426.00
Funded	C-2,C-3	\$ 1,432,715.11	\$ 306,681.07	Improvement Authorizations:			
Unfunded	C-4	293,820.75	83,820.75	Funded	C-8	982,807.76	63,368.94
	C-5	1,906,667.00	640,000.00	Unfunded	C-8	-	820,376.08
	C-6	-	1,243,925.00	Capital Improvement Fund	C-9	51,940.81	47,940.81
				Reserve to Pay Notes	C-10	-	62,500.00
				Fund Balance	C-1	43,132.62	10,814.99
Total Assets		\$ 3,633,202.86	\$ 2,274,426.82	Total Liabilities, Reserves and Fund Balance		\$ 3,633,202.86	\$ 2,274,426.82

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

GENERAL CAPITAL FUND

COMPARATIVE STATEMENT OF FUND BALANCE  
 REGULATORY BASIS

Years ended December 31, 2013 and 2012

	<u>Reference</u>	
Balance, December 31, 2012	C	\$ 10,814.99
Increased By:		
Premium on Bonds	C-2	<u>125,242.63</u>
		136,057.62
Decreased By:		
Deferred Charges - Unfunded	C-6	<u>92,925.00</u>
Balance, December 31, 2013	C	<u><u>\$ 43,132.62</u></u>

The accompanying Notes to Financial Statements are an integral part of this statement.

WATER UTILITY FUND

EXHIBITS

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BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY  
 WATER UTILITY FUND

COMPARATIVE STATEMENT OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE - REGULATORY BASIS

December 31, 2013 and 2012

<u>Assets</u>	<u>Reference</u>	<u>2013</u>	<u>2012</u>	<u>Liabilities, Reserves and Fund Balances</u>	<u>Reference</u>	<u>2013</u>	<u>2012</u>
Operating Fund:				Operating Fund:			
Cash - Treasurer	D-5	\$ 450,835.65	\$ 511,244.32	Appropriation Reserves	D-4, D-9	\$ 70,455.07	\$ 29,979.82
Cash - Change Fund	D	25.00	25.00	Encumbrances Payable	D-10	22,793.00	31,032.28
				Accounts Payable	D-14	10,362.00	-
				Accrued Interest on Bonds	D-11	2,287.50	8,770.00
				Water Rent Overpayments	D-12	852.95	429.22
Receivables With Full Reserves:						106,750.52	70,211.32
Consumer Accounts Receivable	D-7	18,477.66	15,901.11	Reserve for:			
Inventory - Materials and Supplies	D	195.00	195.00	Receivables	D	18,477.66	15,901.11
				Inventory	D	195.00	195.00
				Fund Balance	D-1	344,110.13	441,058.00
Total Operating Fund		469,533.31	527,365.43	Total Operating Fund		469,533.31	527,365.43
Capital Fund:				Capital Fund:			
Cash	D-5, D-6	239,148.29	204,112.17	Serial Bonds	D-13	540,000.00	600,000.00
Investment	D-21	56,667.00	85,000.00	Improvement Authorization	D-13-D	22,703.12	22,703.12
Fixed Capital	D-8	3,102,194.98	3,088,953.06	Capital Improvement Fund	D-15	272,481.00	262,481.00
Fixed Capital Authorized & Uncompleted	D-18	22,703.12	26,000.00	Reserve for Amortization	D-16	2,562,194.98	2,488,953.06
				Encumbrances Payable	D-20	-	3,296.88
				Deferred Reserve for Amortization	D-19	22,703.12	26,000.00
				Fund Balance	D-2	631.17	631.17
Total Capital Fund		3,420,713.39	3,404,065.23	Total Capital Fund		3,420,713.39	3,404,065.23
Total Assets		\$ 3,890,246.70	\$ 3,931,430.66	Total Liabilities, Reserves and Fund Balances		\$ 3,890,246.70	\$ 3,931,430.66

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY FUND

COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE  
REGULATORY BASIS

Years ended December 31, 2013 and 2012

		<u>2013</u>	<u>2012</u>
Revenue and Other Income Realized:			
Surplus Utilized	D-3	\$ 235,000.00	\$ 317,200.00
Rents	D-3	357,453.76	371,157.26
Miscellaneous Revenue Not Anticipated	D-3	30,477.31	85,859.01
Unexpended Balance of Appropriation			
Reserves	D-9	21,248.56	60,435.28
Accrued Interest Cancelled	D-11	6,482.50	1,310.42
		<hr/>	<hr/>
Total Revenue		650,662.13	835,961.97
		<hr/>	<hr/>
Expenditures:			
Operating	D-4	407,000.00	385,000.00
Capital Improvements	D-4	30,000.00	34,000.00
Debt Service	D-4	56,310.00	128,248.46
Deferred Charges and Statutory			
Expenditures	D-4	19,300.00	19,800.00
Surplus (General Budget)	D-1	-	45,000.00
		<hr/>	<hr/>
Total Expenditures		512,610.00	612,048.46
		<hr/>	<hr/>
Excess in Revenue		138,052.13	223,913.51
		<hr/>	<hr/>
Fund Balance, January 1	D	441,058.00	534,344.49
		<hr/>	<hr/>
		579,110.13	758,258.00
Decreased By:			
Utilized as Anticipated Revenue	D-1	235,000.00	317,200.00
		<hr/>	<hr/>
Fund Balance, December 31	D	<u>\$ 344,110.13</u>	<u>\$ 441,058.00</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY CAPITAL FUND

COMPARATIVE STATEMENT OF FUND BALANCE -  
REGULATORY BASIS

Years ended December 31, 2013 and 2012

Balance, December 31, 2013 and 2012

D

\$ 631.17

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY OPERATING FUND

STATEMENT OF REVENUES - REGULATORY BASIS

Year ended December 31, 2013

		<u>Budget</u>	<u>Realized</u>	<u>Excess/ (Deficit)</u>
Surplus Utilized	D-1	\$ 235,000.00	\$ 235,000.00	\$ -
Rents	D-1	307,800.00	357,453.76	49,653.76
Miscellaneous Revenue Not Anticipated	D-1	-	30,477.31	30,477.31
		<u>\$ 542,800.00</u>	<u>\$ 622,931.07</u>	<u>\$ 80,131.07</u>
Analysis of Rents:				
Cash Receipts	D-7		<u>\$ 357,453.76</u>	
Miscellaneous:				
Interest on Investments			\$ 7,109.72	
Hookup Charges			21,021.00	
Delinquent Charges			2,168.13	
Miscellaneous			<u>178.46</u>	
	D-5		<u>\$ 30,477.31</u>	

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY FUND

STATEMENT OF APPROPRIATIONS - REGULATORY BASIS

Year ended December 31, 2013

	Original Budget	Budget After Modifications	Paid or Charged	Reserved	Cancelled
Operating:					
Salaries and Wages	\$ 133,000.00	\$ 133,000.00	\$ 127,477.88	\$ 5,522.12	\$ -
Other Expenses	274,000.00	274,000.00	222,133.99	51,866.01	-
Total Operating	407,000.00	407,000.00	349,611.87	57,388.13	-
Capital Improvements:					
Capital Improvement Fund	10,000.00	10,000.00	10,000.00	-	-
Capital Outlay	50,000.00	50,000.00	8,262.00	11,738.00	30,000.00
Total Capital Improvements	60,000.00	60,000.00	18,262.00	11,738.00	30,000.00
Debt Service:					
Payment of Bonds	30,000.00	30,000.00	30,000.00	-	-
Interest on Bonds	26,500.00	26,500.00	26,310.00	-	190.00
Total Debt Service	56,500.00	56,500.00	56,310.00	-	190.00
Statutory Expenditures:					
Contributions To:					
Public Employees' Retirement System	7,100.00	7,100.00	7,019.00	81.00	-
Unemployment Compensation Insurance	1,200.00	1,200.00	1,200.00	-	-
Social Security System (O.A.S.I.)	11,000.00	11,000.00	9,752.06	1,247.94	-
Total Statutory Expenditures	19,300.00	19,300.00	17,971.06	1,328.94	-
Total Water Utility Appropriations	\$ 542,800.00	\$ 542,800.00	\$ 442,154.93	\$ 70,455.07	\$ 30,190.00

Cash Disbursed	\$ 408,999.93
Encumbrances Payable	22,793.00
Accounts Payable	10,362.00
	<u>\$ 442,154.93</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

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SEWER UTILITY FUND

EXHIBITS

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BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY  
SEWER UTILITY FUND

COMPARATIVE STATEMENT OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE - REGULATORY BASIS

December 31, 2013 and 2012

<u>Assets</u>	<u>Reference</u>	<u>2013</u>	<u>2012</u>	<u>Liabilities, Reserves and Fund Balances</u>	<u>Reference</u>	<u>2013</u>	<u>2012</u>
Operating Fund:				Operating Fund:			
Cash - Treasurer	E-5	\$ 423,175.43	\$ 388,091.36	Appropriation Reserves	E-3,E-8	\$ 34,633.75	\$ 14,768.19
				Encumbrances Payable	E-9	315.00	-
				Accrued Interest on Bonds	E-10	424.17	1,156.67
				Sewer Rents Overpayments	E-11	850.77	1,093.39
Receivables With Full Reserves:							
Sewer Rents Receivable	E-7	18,329.63	12,453.30	Reserve for Receivables	E	18,329.63	12,453.30
				Fund Balance	E-1	386,951.74	371,073.11
Total Operating Fund		441,505.06	400,544.66	Total Operating Fund		441,505.06	400,544.66
Capital Fund:				Capital Fund:			
Cash	E-5, E-6	158,535.68	148,535.68	Serial Bonds	E-13	70,000.00	90,000.00
Fixed Capital	E-12	975,636.40	975,636.40	Capital Improvement Fund	E-14	156,000.00	146,000.00
				Reserve for:			
				Payment of Bonds	E-15	2,500.00	2,500.00
				Amortization	E-16	905,636.40	885,636.40
				Fund Balance	E-4	35.68	35.68
Total Capital Fund		1,134,172.08	1,124,172.08	Total Capital Fund		1,134,172.08	1,124,172.08
Total Assets		\$ 1,575,677.14	\$ 1,524,716.74	Total Liabilities, Reserves and Fund Balances		\$ 1,575,677.14	\$ 1,524,716.74

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY OPERATING FUND

COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE -  
REGULATORY BASIS

Years ended December 31, 2013 and 2012

	<u>Reference</u>	<u>2013</u>	<u>2012</u>
Revenue and Other Income Realized:			
Surplus Utilized	E-2	\$ 164,500.00	\$ 137,000.00
Rents	E-2	475,985.32	449,547.86
Miscellaneous Revenue	E-2	13,934.45	35,939.43
Unexpended Balance of Appropriation			
Reserves	E-8	14,296.36	31,486.85
Accrued Interest Cancelled	E-10	732.50	335.00
		<hr/>	<hr/>
Total Revenue		669,448.63	654,309.14
Expenditures:			
Operating	E-3	424,000.00	399,200.00
Capital Improvements	E-3	20,000.00	20,000.00
Debt Service	E-3	23,470.00	34,475.00
Statutory Expenditures	E-3	9,100.00	8,600.00
Surplus (General Budget)	E-3	12,500.00	-
		<hr/>	<hr/>
Total Expenditures		489,070.00	462,275.00
Excess in Revenue		180,378.63	192,034.14
Fund Balance, January 1	E	371,073.11	316,038.97
		<hr/>	<hr/>
		551,451.74	508,073.11
Decreased By:			
Utilized as Anticipated Revenue	E-1	164,500.00	137,000.00
		<hr/>	<hr/>
Fund Balance, December 31	E	\$ 386,951.74	\$ 371,073.11
		<hr/> <hr/>	<hr/> <hr/>

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY OPERATING FUND

STATEMENT OF REVENUES - REGULATORY BASIS

Year ended December 31, 2013

		<u>Budget</u>	<u>Realized</u>	<u>Excess/ (Deficit)</u>
Surplus Utilized	E-1	\$ 164,500.00	\$ 164,500.00	\$ -
Rents	E-1	324,600.00	475,985.32	151,385.32
Miscellaneous Revenue Not Anticipated	E-1	-	13,934.45	13,934.45
		<u>\$ 489,100.00</u>	<u>\$ 654,419.77</u>	<u>\$ 165,319.77</u>

Analysis of Realized Revenue

Sewer Rents Receivable	E-7	\$ 475,742.70
Sewer Rent - Overpayments	E-7, E-11	<u>242.62</u>
		<u>\$ 475,985.32</u>

Analysis of Miscellaneous  
Revenue Not Anticipated

Interest Earned		\$ 5,825.07
Hookup Fees		5,694.00
Delinquent Charges Interest		<u>2,415.38</u>
	E-5	<u>\$ 13,934.45</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY FUND

STATEMENT OF APPROPRIATIONS - REGULATORY BASIS

Year ended December 31, 2013

	Original Budget	Budget After Modifications	Paid or Charged	Reserved	Cancelled
Operating:					
Salaries and Wages	\$ 58,000.00	\$ 58,000.00	\$ 55,591.00	\$ 2,409.00	\$ -
Other Expenses	366,000.00	366,000.00	344,603.56	21,396.44	-
Total Operating	<u>424,000.00</u>	<u>424,000.00</u>	<u>400,194.56</u>	<u>23,805.44</u>	<u>-</u>
Capital Improvements:					
Capital Improvement Fund	10,000.00	10,000.00	10,000.00	-	-
Capital Outlay	10,000.00	10,000.00	-	10,000.00	-
Total Capital Improvements	<u>20,000.00</u>	<u>20,000.00</u>	<u>10,000.00</u>	<u>10,000.00</u>	<u>-</u>
Debt Service:					
Payment of Bond Principal	20,000.00	20,000.00	20,000.00	-	-
Interest on Bonds	3,500.00	3,500.00	3,470.00	-	30.00
Total Debt Service	<u>23,500.00</u>	<u>23,500.00</u>	<u>23,470.00</u>	<u>-</u>	<u>30.00</u>
Statutory Expenditures:					
Contributions To:					
Public Employees' Retirement System	2,900.00	2,900.00	2,819.00	81.00	-
Unemployment Compensation Insurance	1,200.00	1,200.00	1,200.00	-	-
Social Security System (O.A.S.I.)	5,000.00	5,000.00	4,252.69	747.31	-
Total Statutory Expenditures	<u>9,100.00</u>	<u>9,100.00</u>	<u>8,271.69</u>	<u>828.31</u>	<u>-</u>
Sewer Surplus (General Budget)	<u>12,500.00</u>	<u>12,500.00</u>	<u>12,500.00</u>	<u>-</u>	<u>-</u>
Total Sewer Surplus	<u>12,500.00</u>	<u>12,500.00</u>	<u>12,500.00</u>	<u>-</u>	<u>-</u>
Total Sewer Utility Appropriations	<u>\$489,100.00</u>	<u>\$489,100.00</u>	<u>\$454,436.25</u>	<u>\$34,633.75</u>	<u>\$ 30.00</u>
Cash Disbursed			\$454,121.25		
Encumbrances Payable			<u>315.00</u>		
			<u>\$454,436.25</u>		

The accompanying Notes to Financial Statements are an integral part of this statement.

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY CAPITAL FUND

COMPARATIVE STATEMENT OF FUND BALANCE -  
REGULATORY BASIS

Year ended December 31, 2013

	<u>Reference</u>	
Balance, December 31, 2013 and 2012	E	<u>\$ 35.68</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

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PAYROLL FUND

EXHIBIT

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BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY  
  
PAYROLL FUND

COMPARATIVE STATEMENT OF ASSETS, LIABILITIES AND RESERVES - REGULATORY BASIS

December 31, 2013 and 2012

<u>Assets</u>	<u>Reference</u>	<u>2013</u>	<u>2012</u>	<u>Liabilities and Reserves</u>	<u>Reference</u>	<u>2013</u>	<u>2012</u>
Cash				Due To:			
Due From:				Current Fund	F-1	\$ 11,983.60	\$ 10,663.60
Flexible Spending Account	F-1	\$ 36,729.76	\$ 38,763.43	AFLAC	F-1	131.90	188.50
				PERS	F-1	2,726.81	2,514.87
				PFRS	F-1	4,552.51	4,989.82
				Disability Ins.	F-1	137.31	135.23
	F-1	\$ 2,040.00	-	Unemployment	F-1	12,435.56	10,601.19
				Deferred Compensation	F-1	60.00	-
	F-1	2,040.00	-	Health Insurance	F-1	6,742.07	9,670.22
Total Assets		<u>\$ 38,769.76</u>	<u>\$ 38,763.43</u>	Total Liabilities and Reserves		<u>\$ 38,769.76</u>	<u>\$ 38,763.43</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

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GENERAL FIXED ASSETS ACCOUNT GROUP

EXHIBIT

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BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

GENERAL FIXED ASSETS ACCOUNT GROUP

COMPARATIVE STATEMENT OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE - REGULATORY BASIS

December 31, 2013 and 2012

<u>Assets</u>	<u>Reference</u>	<u>2013</u>	<u>2012</u>	<u>Fund Balance</u>	<u>Reference</u>	<u>2013</u>	<u>2012</u>
Land	G-1	\$ 1,829,400.00	\$ 1,829,400.00				
Buildings	G-1	510,300.00	510,300.00				
Equipment	G-1	679,355.51	669,189.09	Investment in Fixed Assets	G-1	\$ 3,019,055.51	\$ 3,008,889.09
Total Assets		<u>\$ 3,019,055.51</u>	<u>\$ 3,008,889.09</u>	Total Fund Balance		<u>\$ 3,019,055.51</u>	<u>\$ 3,008,889.09</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

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BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2013

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## BOROUGH OF ENGLISHTOWN

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2013

#### Note 1. Summary of Significant Accounting Policies

##### Description of Financial Reporting Entity

The Borough of Englishtown, County of Monmouth, New Jersey (“Borough”) operates under the Borough form of New Jersey municipal government, and is governed by a mayor and 6-member Borough Council. The financial statements of the Borough include every board, body, officer or commission maintained wholly or in part by funds appropriated by the Borough, as required by the provision of N.J.S. 40A:5-5. The financial statements, however, do not include the operation of School Boards, Volunteer Fire Departments/Fire Districts and First Aid Squads which are subject to separate audit and are considered component units under GAAP. Included within the financial statements are taxes levied, collected and turned over to School Boards and appropriations for contributions to Volunteer Fire Departments and First Aid Squads. Complete financial statements of the above component units can be obtained by contacting the Treasurer of the respective entity.

##### Component Units

The Borough of Englishtown had no component units as defined by Governmental Accounting Standards Board Statement No. 14.

**Basis of Accounting, Measurement Focus and Basis of Presentation** - The financial statements of the Borough of Englishtown contain all funds and account groups in accordance with the “Requirements of Audit” as promulgated by the State of New Jersey, Department of Community Affairs, Division of Local Government Services. The principles and practices established by the Requirements of Audit 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. Generally, the financial statements are presented using the flow of current financial resources measurement focus and modified accrual basis of accounting with minor exceptions as mandated by these “Requirements”. In addition, the prescribed accounting principles previously referred to differ in certain respects from accounting principles generally accepted in the United State of America applicable to local government units. The more significant differences are explained in this Note.

In accordance with the “Requirements”, the Borough of Englishtown accounts for its financial transactions through the use of separate funds, which are described as follows:

**Current Fund** – The Current Fund accounts for resources and expenditures for governmental operations of a general nature, including Federal and State grant funds.

**Trust Fund** – The various Trust Funds account for receipts, custodianship and disbursement of funds in accordance with the purpose for which each reserve was created.

**General Capital Fund** – the General Capital Fund accounts for receipt and disbursement of funds for the acquisition of general capital facilities, other than those acquired in the Current Fund.

## BOROUGH OF ENGLISHTOWN

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED DECEMBER 31, 2013

#### Note 1. Summary of Significant Accounting Policies (continued):

**Water/Sewer Utility Operating and Capital Funds** - are used to account for water/sewer operations that are financed through user fees. The funds are operated on a basis similar to private business enterprises where the intent is that the costs of providing the water/sewer utility to the general public be financed through user fees. Operations relating to the acquisition of water/sewer capital facilities are recorded within the Water/Sewer Utility Capital Fund.

**Payroll Fund** - is used to account for the payroll activity of all of the funds and the disbursement of payroll withholdings to the various cognizant agencies.

**Budgets and Budgetary Accounting** - The Borough of Englishtown must adopt an annual budget for its Current Fund in accordance with *N.J.S.A.40A:4* et seq. *N.J.S.A.40A:4-5* requires the governing body to introduce and approve the annual municipal budget no later than February 10<sup>th</sup> of each year. At introduction, the governing body must fix the time and place for a public hearing on the budget and must advertise the time and place at least ten days prior to the hearing in a newspaper published and circulating in the municipality. The public hearing must not be held less than twenty-eight days after the date the budget was introduced. After the hearing has been held, the governing body may, by majority vote, adopt the budget or may amend the budget in accordance with *N.J.S.A.40A:4-9*. Amendments to adopted budgets, if any are detailed in the statements of revenues and expenditures.

An extension of the statutory dates for introduction, approval and adoption of the municipal budget may be granted by the Director of Local Government Services, with the permission of the Local Finance Board. Budgets are adopted on the same basis of accounting utilized for the preparation of the Borough's financial statements. Once a budget is approved it may be amended after November 1, by a resolution adopted by the governing body.

**Cash, Cash Equivalents and Investments** - Cash and Cash equivalents include petty cash, change funds and cash on deposit with public depositories. All certificates of deposit are recorded as cash regardless of the date of maturity. Investments are stated at cost. Consequently, unrealized gain or loss on investments has not been recorded in accordance with Governmental Accounting Standards Board Statement No. 31.

New Jersey municipal units are required by *N.J.S.A.40A:5-14* to deposit public funds in a bank or trust company having its place of business in the State of New Jersey and organized under the laws of the United States or of the State of New Jersey or in the New Jersey Cash Management Fund. *N.J.S.A.40A:5-15.1* provides a list of investments, which may be purchased by New Jersey municipal units. In addition, other State statutes permit investments in obligations issued by local utilities and other state agencies.

## BOROUGH OF ENGLISHTOWN

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED DECEMBER 31, 2013

#### **Note 1. Summary of Significant Accounting Policies (continued):**

*N.J.S.A.17:9-41* et seq. establishes the requirements for the security of deposits of governmental units. The statute requires that no governmental unit shall deposit public funds in a public depository unless such funds are secured in accordance with the Governmental Unit Deposit Protection Act, which was enacted in 1970 to protect governmental units from a loss of funds on deposit with a failed banking institution in New Jersey. Public depositories include State or federally chartered banks savings banks or associations located in or having a branch office in the State of New Jersey, the deposits of which are federally insured. All public depositories must pledge collateral, having a market value at least equal to five percent of the average daily balance of collected public funds, to secure the deposits of Governmental Units. If a public depository fails, the collateral it has pledged, plus the collateral of all other public depositories, is available to pay the amount of their deposits to the Governmental Units. The cash management plan adopted by the Borough of Englishtown requires it to deposit funds in public depositories protected from loss under the provisions of the Act.

**Interfunds** - Interfund receivables and payables that arise from transactions between funds are recorded by all funds affected by such transactions in the period in which the transaction is executed. Interfund receivables in the Current Fund are recorded with offsetting reserves, which are created by charges to operations. Income is recognized in the year the receivables are liquidated. Interfund receivables in the other funds are not offset by reserves.

**Inventories and Supplies** - The cost of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The costs of inventories are not included on the various balance sheets of assets, liabilities, reserves and fund balance.

**General Fixed Assets** – Property and equipment purchased by the Current and General Capital Fund are recorded as expenditures at the time of purchase and are not capitalized. All interest costs are recorded as expenditures when paid.

Accounting for governmental Fixed Assets, as promulgated by Technical Accounting Directive No. 85-2 as issued by the Division of Local Government Services, differs in certain respects from accounting principles generally accepted in the United States of America. The following is a brief description of the provisions of the Directive:

Fixed assets used in governmental operations (General Fixed Assets) are accounted for in the General Fixed Assets Account Group. 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.

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available, except for land, which is valued at estimated market value. No depreciation has been provided for in the financial statements. Donated general fixed assets are valued at their estimated fair market value on the date received.

Expenditures for construction in progress are recorded in the General Capital Fund until such time as the construction is completed and put into operation. Fixed assets acquired through grants-in-aid or contributed capital has not been accounted for separately.

## BOROUGH OF ENGLISHTOWN

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED DECEMBER 31, 2013

#### **Note 1. Summary of Significant Accounting Policies (continued):**

**Foreclosed property** - is recorded in the Current Fund at the assessed valuation when such property was acquired and is fully reserved. Ordinarily it is the intention of the municipality to resell foreclosed property in order to recover all or a portion of the delinquent taxes or assessments and to return the property to a taxpaying basis. For this reason the value of foreclosed property has not been included in the General Fixed Assets Account Group. If such property is converted to a municipal use, it will be recorded in the General Fixed Assets Account Group.

**Deferred Charges** – The recognition of certain expenditures is deferred to future periods. These expenditures or deferred charges are generally overexpenditures of legally adopted budget appropriations or emergency appropriations made in accordance with *N.J.S.A.40A:4-46* et seq. Deferred charges are subsequently raised as items of appropriation in budgets of succeeding years.

**Fund Balance** – Fund Balance included in the Current Fund represent the amount available for anticipation as revenue in future year's budgets, with certain restrictions.

**Revenues** – are recorded when received in cash except for certain amounts, which are due from other governmental units. Revenue from Federal and State grants are realized when anticipated as such in the Borough's budget. Receivables for property taxes are recorded with offsetting reserves on the statement of assets, liabilities, reserves and fund balance of the Borough's Current Fund; accordingly, such amounts are not recorded as revenue until collected. Other amounts that are due the Borough, which are susceptible to accrual are also recorded as receivables with offsetting reserves and recorded as revenues when received.

**Property Tax Revenues** – are collected in quarterly installments due February 1, May 1, August 1 and November 1. The amount of tax levied includes not only the amount required in support of the Borough's annual budget, but also the amounts required in support of the budgets of the County of Burlington, Borough of Englishtown School District and the Northern Burlington County Regional School District. Unpaid property taxes are subject to tax sale in accordance with statutes.

**School Taxes** – The municipality is responsible for levying, collecting and remitting its share of school taxes for the Manalapan-Englishtown Regional School District and its share of the Freehold Regional High School District. Operations is charged for the full amount required to be raised from taxation to operate the local school district and the Borough's share of the regional school district for the period from July 1 to June 30, increased by the amount deferred at December 31, 2012 and decreased by the amount deferred at December 31, 2013.

**County Taxes** – The municipality is responsible for levying, collecting and remitting County taxes for the County of Monmouth. Operations is charged for the amount due the County for the year, based upon the ratables required to be certified to the County Board of Taxation by January 10<sup>th</sup> of the current year. In addition, operations is charged for the County share of Added and Omitted Taxes certified to the County Board of Taxation by October 10<sup>th</sup> of the current year and due to be paid to the County by February 15<sup>th</sup> of the following year.

## BOROUGH OF ENGLISHTOWN

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED DECEMBER 31, 2013

#### **Note 1. Summary of Significant Accounting Policies (continued):**

**Reserve for Uncollected Taxes** – The inclusion of the “Reserve for Uncollected Taxes” appropriation in the Borough’s annual budget protects the Borough from taxes not paid currently. The Reserve, the minimum amount of which is determined on the percentage of collections experienced in the immediate preceding year, with certain exceptions, is required to provide assurance that cash collected in the current year will provide sufficient cash flow to meet expected obligations.

**Expenditures** – are recorded on the “budgetary” basis of accounting. Generally, expenditures are recorded when an amount is encumbered through the issuance of a numerically controlled purchase order or when a contract is executed as required by Technical Accounting Directive No. 85-1. When an expenditure is paid, the amount encumbered is simultaneously liquidated in its original amount. Encumbrances are offset by an account entitled reserve for encumbrances. The reserve is classified as a cash liability under New Jersey municipal accounting. At December 31, this reserve represents the portion of appropriation reserves that has been encumbered and is subject to the same statutory provisions as appropriation reserves.

Appropriations for principal and interest payments on outstanding general capital bonds and notes are provided on the cash basis.

**Appropriation Reserves** – Appropriation reserves covering unexpended appropriation balances are automatically created at year-end and recorded as liabilities, except for amounts, which may be cancelled by the governing body. Appropriation reserves are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year. Lapsed appropriation reserves are recorded as income.

**Long-Term Debt** - Long-Term Debt relative to the acquisition of capital assets is recorded as a liability in the General Capital Fund. Where an improvement is a “local improvement”, i.e. assessable upon completion, long-term debt associated with that portion of the cost of the improvement to be funded by assessments is transferred to the Trust Fund upon the confirmation of the assessments or when the improvement is fully and permanently funded.

**Compensated Absences and Post-employment Benefits** – Compensated absences for vacation, sick leave and other compensated absences are recorded and provided for in the annual budget in the year in which they are paid, on a pay-as-you-go basis. Likewise, no accrual is made for post-employment benefits, if any, which are also funded on a pay-as-you-go basis.

**Subsequent Events** - The Borough of Englishtown has evaluated subsequent events occurring after December 31, 2013 through the date of June 04, 2014, which is the date the financial statements were available to be issued.

**BOROUGH OF ENGLISHTOWN**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**Note 2. Cash and Cash Equivalents**

The Borough is governed by the deposit and investment limitations of New Jersey state law. The Deposits and investments held at December 31, 2013 and reported at fair value are as follows:

<b>Type</b>	<b>Carrying Value</b>
<b>Deposits</b>	
Demand Deposits	\$ 4,120,156
Total Deposits	<u>\$ 4,120,156</u>
<b>The Borough's Cash and Cash Equivalents are Reported as Follows:</b>	
Current Fund	\$ 946,766
Grant Fund	79,098
Trust Other Fund	347,497
Animal Control Fund	5,630
Capital Fund	1,432,715
Water Utility	690,009
Sewer Utility	581,711
Payroll Trust Fund	<u>36,730</u>
Total Cash and Cash Equivalents	<u>\$ 4,120,156</u>

**BOROUGH OF ENGLISHTOWN**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**Note 2. Cash and Cash Equivalents (continued)**

**Custodial Credit Risk**

Custodial credit risk is the risk that, in the event of a bank failure, the Borough's deposits may not be returned. Although the Borough does not have a formal policy regarding custodial credit risk, NJSA 17:9-41 et seq. requires that the governmental units shall deposit public funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act (GUDPA). GUDPA is a supplemental insurance program set forth by the New Jersey Legislature to protect the deposits of local governmental agencies. The program is administered by the Commissioner of the New Jersey Department of Banking and Insurance. Under the Act, the first \$250,000 of governmental deposits in each insured depository is protected by FDIC. Public fund owned by the Board in excess of FDIC insured amounts are protected by GUDPA.

However, GUDPA does not protect intermingled trust funds such as salary withholdings, student activity funds or funds that may pass to the Board relative to the happening of a future condition. Such funds are shown as Uninsured and Uncollateralized in the schedule below. As of December 31, 2013, the Borough's bank balance of \$4,229,942 was insured or collateralized as follows:

Insured	\$ 3,959,075
Uninsured and uncollateralized	<u>270,867</u>
Total	<u>\$ 4,229,942</u>

**Investments**

As of December 31, 2013, The Borough had the following investments:

	Fair Value	Book Value
2013:		
Capital Fund Refunding Bond Held by Water Utility Operating Fund	<u>\$ 56,667</u>	<u>\$ 56,667</u>
2012:		
Capital Fund Refunding Bond Held by Water Utility Operating Fund	<u>\$ 85,000</u>	<u>\$ 85,000</u>

**BOROUGH OF ENGLISHTOWN**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**Note 3. Property Taxes**

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

	<b>2013</b>	<b>2012</b>	<b>2011</b>
Total Tax Rate	\$ 1.969	\$ 1.909	\$ 1.828
Apportionment of Tax Rate:			
Municipal	0.498	0.462	0.405
County	0.281	0.276	0.264
Regional District School	0.786	0.778	0.860
Regional High School	0.404	0.393	0.299
Special District	0.169	0.164	0.158

**Net Valuation Taxable**

2013	<u>\$ 254,020,900</u>	
2012		<u>\$ 249,869,200</u>
2011		<u>\$ 252,343,900</u>

**Comparison of Tax Levies and Collection Currently**

Year	Tax Levy	Cash Collections	Percentage Of Collection
2013	\$ 5,604,783	\$ 5,501,290	98.15%
2012	5,303,072	5,243,471	98.88%
2011	5,061,614	5,026,280	99.30%

**Delinquent Taxes and Tax Title Liens**

Year Ended December 31	Amount of Tax Title Liens	Amount of Delinquent Taxes	Total Delinquent	Percentage Of Tax Levy
2013	\$ 158	\$ 20	\$ 178	0.00%
2012	12,328	-	12,328	0.23%
2011	24,865	-	24,865	0.49%

**BOROUGH OF ENGLISHTOWN**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**Note 4. 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, for the current and previous two years was as follows:

Year	Amount
2013	\$ 100
2012	100
2011	100

**BOROUGH OF ENGLISHTOWN**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**Note 5. Fund Balances Appropriated**

The following schedule details the amount of fund balances available at the end of the current year and four previous years and the amounts utilized in the subsequent year's budgets:

<b>Current Fund</b>			<b>Utilized</b>		<b>Percentage</b>
<b>Year</b>	<b>Balance</b>		<b>In Budget of</b>		<b>of Fund</b>
	<b>December 31,</b>		<b>Succeeding Year</b>		<b>Balance Used</b>
2013	\$ 326,284	\$	285,000		87.35%
2012	339,097		295,000		87.00%
2011	305,872		265,000		86.64%
2010	343,644		303,000		88.17%
2009	465,133		425,000		91.37%

**Water Utility Fund**

2013	\$ 344,110	\$	223,000		64.80%
2012	441,058		235,000		53.28%
2011	534,344		317,200		59.36%
2010	599,730		264,900		44.17%
2009	370,495		217,500		58.71%

**Sewer Utility Fund**

2013	\$ 386,952	\$	180,500		46.65%
2012	371,073		164,500		44.33%
2011	316,039		137,000		43.35%
2010	401,786		218,000		54.26%
2009	293,852		120,900		41.14%

**BOROUGH OF ENGLISHTOWN**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**Note 6. Interfund Receivables and Payables**

The following interfund balances were recorded on the various statements of assets, liabilities, reserves and fund balance as of December 31, 2013:

<b>Fund</b>	<b>Interfunds Receivable</b>	<b>Interfunds Payable</b>
Current Fund	\$ 11,993	
Trust Other Fund		10
Payroll Trust Fund		11,983
Total	<u>\$ 11,993</u>	<u>\$ 11,993</u>

The purpose of these interfunds was short-term borrowings.

**Note 7. Pension**

**A. Plan Description**

The Borough of Englishtown contributes to a cost-sharing multiple-employer defined benefit pension plan, Public Employees' Retirement System (P.E.R.S.) and Police and Fireman's Retirement System (P.F.R.S.), administered by the State of New Jersey, Division of Pensions and Benefits. The Public Employees' Retirement System (P.E.R.S.) was established in January 1955 under the provisions of N.J.S.A.43:15A and the Public Fireman's Retirement System (P.F.R.S.) was established as of July 1, 1944 under the provisions of N.J.S.A.43:16A. Both plans were set up 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.

The State of New Jersey P.F.R.S. program as established as of July 1, 1944. The program was established under the provisions of N.J.S.A.43:16A, which assigns authority to establish and amend, benefit provisions to the plans' board of trustees. P.F.R.S. issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to: State of New Jersey, Department of Treasury, Division of Pensions and Benefits, P.O. Box 295, Trenton, NJ 08625, or calling (609) 984-1684.

## BOROUGH OF ENGLISHTOWN

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED DECEMBER 31, 2013

#### Note 7. Pension (continued)

##### B. Vesting and Benefit Provisions

The vesting and benefit provisions of PERS are set by N.J.S.A.43:15A and 43.3B. All benefits vest after eight to ten years of service, except for medical benefits that vest after 25 years of service. Retirement benefits for age and service are available at age 55 and are generally determined to be 1/55 of the final average salary for each year of service credit, as defined. Final average salary equals the average salary for the final three years of service prior to retirement (or highest three years' compensation if other than the final three years). Members may seek early retirement after achieving 25 years of service credit or they may elect deferred retirement after achieving eight to ten years of service in which case benefits would begin the first day of the month after the member attains normal retirement age. The PERS provides for specified medical benefits for members who retire after achieving 25 years of qualified service, as defined, or under the disability provisions of the System.

Members are always fully vested for their own contributions and, after three years of service credit, become vested for 2% of related interest earned on the contributions. In the case of death before retirement, members' beneficiaries are entitled to full interest credited to the members' accounts.

Chapter 78, P.L. 2012 changed this for employees enrolled after June 28, 2012. See Note 7C below.

##### C. Significant Legislation

During the year ended June 30, 1997, legislation was enacted (Chapter 114, P.L. 1997) authorizing the New Jersey Economic Development Authority to issue bonds, notes or other obligations for the purpose of financing, in full or in part, the State of New Jersey's portion of the unfunded accrued liability under the State of New Jersey retirement systems. Additional legislation enacted during the year ended June 30, 1997 (Chapter 115, P.L. 1997) changed the asset valuation method from market related value to full-market value. This legislation also contained a provision to reduce the employee contribution rate by ½ of 1% to 4.5% for calendar years 1998 and 1999, and to allow for a reduction in the employee's rate after calendar year 1999, providing excess valuation assets are available. The legislation also provided that the District's normal contributions to the Fund may be reduced based on the revaluation of assets. Due to recognition of the bond proceeds and the change in asset valuation method as a result of enactment of Chapters 114 and 115, all unfunded accrued liabilities were eliminated, except for the unfunded liability for local early retirement incentive benefits; accordingly, the pension costs for PERS were reduced.

## BOROUGH OF ENGLISHTOWN

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED DECEMBER 31, 2013

#### **Note 7. Pension (continued):**

New Legislation signed by the Acting Governor (Chapter 133, Public Laws 2001) changed the formula for calculating retirement benefits for all current and future non-veteran retirees from N/60 to N/55 (a 9.09% increase). This legislation, signed June 29, 2001, provides that all members of the PFRS and the PERS will have their pensions calculated on the basis of years of credit divided by 55. It also provides that all current retirees will have their original pension recalculated under the N/55 formula. Starting February 1, 2002, pension cost of living adjustments will be based on the new original pension.

Effective June 28, 2012, Chapter 78, P.L. 2012 reformed various pension and health benefits provisions. Employees hired after June 28, 2012 and enrolled in PERS will be enrolled in a new tier, Tier 5. Full retirement for Tier 5 PERS members will be age 65 and 30 years of service. Tier 3 was added to PFRS for enrollees after June 28, 2012. Tier 3 retirees will have a maximum retirement benefit of 65% of final compensation after 30 years of service.

All cost of living adjustments are frozen until the pension fund reaches a "target funded ratio".

Chapter 78 also requires all covered employees to contribute a prescribed percentage towards their health costs.

#### **D. Contribution Requirements**

The contribution policy is set by N.J.S.A.43:15A, Chapter 62, P.L. of 1994, Chapter 115, P.L. of 1997 and N.J.S.A.18:66, and requires contributions by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. PERS provide for employee contributions of 6.5%, effective October 1, 2012, of employees' annual compensation as defined. The rate will increase over the next seven years to 7.5%. Employers are required to contribute at an actuarially determined rate in both PFRS and PERS. The actuarially determined contribution includes funding for both cost-of-living adjustments, noncontributory death benefits and post-retirement medical premiums.

Plan members are required to contribute 10%, effective October 1, 2012, of their annual covered salary for P.F.R.S. and Englishtown Borough is required to contribute at an actuarially determined rate. The contribution requirements of plan members and are established and may be amended by the plan's board of trustees. The Borough's contributions to P.E.R.S. for the years ending December 31, 2013, 2012 and 2010 were \$37,100, \$37,160 and \$45,877, respectively, equal to the required contributions for each year, and to P.F.R.S. for the years ending December 31, 2013, 2012 and 2010 were \$93,564, \$80,163 and \$128,105, respectively, equal to the required contributions for each year.

**BOROUGH OF ENGLISHTOWN**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**Note 8. Capital Debt**

	Issued	<u>Summary of Debt</u>				
		Year 2013	Year 2012	Year 2011		
General:						
Bonds & Notes & Loans	\$	2,136,667	\$	935,000	\$	1,090,000
Water Utility:						
Bonds & Notes & Loans		540,000		600,000		700,000
Sewer Utility:						
Bonds & Notes & Loans		70,000		90,000		120,000
		<hr/>		<hr/>		<hr/>
	\$	2,746,667	\$	1,625,000	\$	1,910,000
Less:						
Funds Temporarily Held						
To Pay Pay Bonds and Notes:						
General	\$	230,000	\$	62,500	\$	212,500
Sewer Utility		2,500		2,500		2,500
		<hr/>		<hr/>		<hr/>
Net Debt	\$	2,514,167	\$	1,560,000	\$	1,695,000
Authorized but Not Issued						
General				948,925		514,625
Total	\$	2,514,167	\$	2,508,925	\$	2,209,625
		<hr/> <hr/>		<hr/> <hr/>		<hr/> <hr/>

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

The summarized statement of debt condition which follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicated a statutory net debt of .831%:

	<b>Gross Debt</b>	<b>Deductions</b>	<b>Net Debt</b>
Regional School Debt	\$ 1,595,452	\$ 1,595,452	-
Regional High School Debt	240,646	240,646	-
General	2,136,667	230,000	1,906,667
Water Utility Debt	540,000	540,000	-
Sewer Utility Debt	70,000	70,000	-
	<hr/>	<hr/>	<hr/>
Total	\$ 4,582,765	\$ 2,676,098	\$ 1,906,667
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Net Debt \$1,906,667 divided by the Equalized Valuation Basis per N.J.S.A.40A:2-2 as amended, \$229,328,265 equals .831%.

**BOROUGH OF ENGLISHTOWN**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**Note 8. Capital Debt (continued)**

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

3½% of Equalized Valuation Basis (Municipal)	\$ 8,026,489
Net Debt	<u>1,906,667</u>
Remaining Borrowing Power	<u>\$ 6,119,822</u>

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

Cash Receipts From Fees, Rents or Other Charges for the Year	\$	650,662
Deductions:		
Operating and Maintenance Costs	\$	426,300
Debt Service per Water Account		<u>56,310</u>
		<u>482,610</u>
Excess Revenue	\$	<u>168,052</u>

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

Cash Receipts From Fees, Rents or Other Charges for the Year	\$	669,449
Deductions:		
Operating and Maintenance Costs	\$	424,000
Debt Service per Sewer Account		<u>23,470</u>
		<u>447,470</u>
Excess Revenue	\$	<u>221,979</u>

**BOROUGH OF ENGLISHTOWN**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**Note 8. Capital Debt (continued):**

**Schedule of Annual Debt Service for Principal and Interest for Bonded Debt Issued and Outstanding (See Exhibits C-11, D-13, E-13)**

Year	General		Total
	Principal	Interest	
2014	\$ 108,333	\$ 77,718	\$ 186,051
2015	108,334	80,869	189,203
2016	80,000	78,469	158,469
2017	80,000	75,269	155,269
2018	85,000	72,069	157,069
2019-2023	465,000	302,245	767,245
2024-2028	520,000	177,595	697,595
2029-2033	460,000	59,545	519,545
Total	\$ 1,906,667	\$ 923,779	\$ 2,830,446

Water Utility			
2014	\$ 25,000	\$ 23,226	\$ 48,226
2015	30,000	23,850	53,850
2016	30,000	22,950	52,950
2017	30,000	21,750	51,750
2018	35,000	20,550	55,550
2019-2023	185,000	79,400	264,400
2024-2027	205,000	26,000	231,000
	\$ 540,000	\$ 217,726	\$ 757,726

Sewer Utility			
2014	\$ 20,000	\$ 2,452	\$ 22,452
2015	15,000	1,850	16,850
2016	15,000	1,400	16,400
2017	20,000	800	20,800
	\$ 70,000	\$ 6,502	\$ 76,502

**BOROUGH OF ENGLISHTOWN**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**Note 8. Capital Debt (continued):**

**Bond Anticipation Notes (See Exhibit C-13) – Notes mature January 10, 2014 @ 1.00%**

<u>December 31,</u> <u>2012</u>	<u>Issued</u>	<u>Retired</u>	<u>December 31,</u> <u>2013</u>
\$ 295,000	\$ 230,000	\$ 295,000	\$ 230,000

**Note 9. Deferred School District Taxes**

The Manalapan-Englishtown Regional School District tax and Freehold Regional High School Tax has been raised and the liability deferred by statutes, resulting in the school tax payable set forth in the Current Fund liabilities as follows:

	<b>Balance Decemeber 2013</b>	<b>Balance Decemeber 2012</b>
Regional School Taxes:		
Balance of Tax	\$ 848,646	\$ 842,026
Deferred	826,423	826,423
	<hr/>	<hr/>
Taxes Payable	\$ 22,223	\$ 15,603
	<hr/>	<hr/>
Regional High School Taxes:		
Balance of Tax	\$ 580,229	\$ 559,393
Deferred	397,083	397,082
	<hr/>	<hr/>
Taxes Payable	\$ 183,146	\$ 162,311
	<hr/>	<hr/>

**BOROUGH OF ENGLISHTOWN**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED DECEMBER 31, 2013**

**Note 10. Risk Management**

The Borough is exposed to various risks of loss related to torts, theft of, damage to and destruction of assets; error and omission, injuries to employees; and natural disaster. The Borough is a member of the Monmouth County Municipal Joint Insurance Fund. The joint insurance pool is both an insured and self-administered group of municipalities established for the purpose of insuring against property damage, general liability, motor vehicles and equipment liability and workmen's compensation. The joint insurance fund will be self-sustaining through member premiums. The joint insurance fund participates in the Municipal Excess Liability Program which has a contract for excess liability insurance for property.

**Note 11. Fixed Assets**

The following schedule is a summarization of the changes in General Fixed Assets for the fiscal year ended December 31, 2013:

	<b>December 31, 2012</b>	<b>Additions</b>	<b>Deletions</b>	<b>December 31, 2013</b>
Capital assets not being depreciated:				
Land	\$ 1,829,400.00	\$ -	\$ -	\$ 1,829,400.00
Buildings & Improvements	510,300.00	-	-	510,300.00
Machinery & Equipment	669,189.09	13,716.42	(3,550.00)	679,355.51
				<hr/>
Capital assets not being depreciated	\$ 3,008,889.09	\$ 13,716.42	\$ (3,550.00)	\$ 3,019,055.51
				<hr/>

All additions are recorded at cost.

## BOROUGH OF ENGLISHTOWN

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED DECEMBER 31, 2013

#### Note 12. Contingencies

##### A. Accrued Sick, Vacation and Compensation Time

As discussed in Note 1 and in accordance with accounting principles prescribed by the State of New Jersey, the cash basis of accounting is followed for recording the Borough's liability related to unused vacation, sick pay and compensation time. The Borough permits certain employees within limits to accumulate unused vacation, sick pay and compensation time, which may be taken as time off or paid at a later date at an agreed upon rate. The estimated current cost of such unpaid compensation would approximate \$35,025.99 at December 31, 2013. In accordance with New Jersey accounting principles, this amount is not reported as an expenditure or liability in the accompanying financial statements.

##### B. Unemployment Compensation Insurance

Effective January 1, 1978, most municipal employees were eligible for unemployment compensation insurance (*N.J.S.A.43:21-3 et. seq.*). The Borough has elected to provide a self-insured plan whereby the municipal cost and employee contributions are deposited in a trust fund from which claims, if any, will be paid. The reserve for unemployment compensation insurance at December 31, 2013 was \$23,795.99.

##### C. Litigation

The Borough is involved in legal and administrative proceedings and claims of various types. While any litigation contains an element of uncertainty, Borough Officials, based upon the opinion of the Borough's Counsel, presently believe that the outcome of each such proceeding or claim which is pending or know to be threatened, or all of them combined, will not have a material adverse effect on the Borough's financial position or adversely affect the Borough's ability to levy, collect and enforce the collection of taxes or other revenue for the payment of its bonds or other obligations.

##### D. Federal and State Grants

The Borough receives financial assistance from the U.S. Government and the State of New Jersey in the form of grants. Entitlement to the funds is generally conditional upon compliance with terms and conditions of the grant agreements and applicable regulations, including the expenditure of the funds for eligible purposes. Substantially all grants, entitlements and cost reimbursements are subject to financial and compliance audits by grantors. As a result of these audits, costs previously reimbursed could be disallowed and require payment to the grantor agency. As of December 31, 2013 the Borough estimates that no material liabilities will result from such audit.

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SUPPLEMENTARY EXHIBITS

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CURRENT FUND  
STATEMENTS

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BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF CASH - TREASURER

Year ended December 31, 2013

	<u>Current Fund</u>	<u>Grant Fund</u>
Balance, December 31, 2012	\$ 776,599.29	\$73,906.06
Increased By Receipts:		
Miscellaneous Revenue Not Anticipated	80,104.76	-
Due From:		
State of New Jersey - Senior Citizens' and Veterans' Deductions	7,500.00	-
Trust - Other Fund	14.04	-
Animal Control Trust Fund	1,483.60	-
Taxes Receivable	5,480,626.62	-
Taxes Title Liens Receivable	12,170.00	-
Revenue Accounts Receivable	467,965.48	-
Grants Receivable	-	12,182.26
Prepaid Taxes	33,395.98	-
Marriage Licenses	550.00	-
Premium on Tax Sale	108,300.00	-
Reserve for:		
Third Party Liens	42,145.21	-
Grants - Appropriated (Local Match)	-	3,000.00
Grants - Unappropriated	-	5,872.20
	<u>6,234,255.69</u>	<u>21,054.46</u>
	<u>7,010,854.98</u>	<u>94,960.52</u>
Decreased By Disbursements:		
2013 Appropriations	1,699,417.00	-
2012 Appropriation Reserves	112,253.69	-
County Taxes Payable	727,813.98	-
Tax Overpayments	1,527.48	-
Marriage Licenses	450.00	-
Fire District Taxes Payable	429,219.00	-
Regional District High School Tax Payable	1,004,317.55	-
Regional District School Tax Payable	1,990,327.40	-
Third Party Liens	38,320.67	-
Reserve for:		
Tax Appeals Pending	55,316.60	-
Grants - Appropriated	-	15,862.30
	<u>6,064,363.37</u>	<u>15,862.30</u>
Balance, December 31, 2013	<u>\$ 946,491.61</u>	<u>\$79,098.22</u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF DUE FROM STATE OF NEW JERSEY -  
 SENIOR CITIZENS' AND VETERANS' DEDUCTIONS

Year ended December 31, 2013

Balance, December 31, 2012	\$ 49.97
Increased By:	
Senior Citizens' Deductions Per Duplicate	\$ 1,250.00
Veterans' and Senior Citizens' Billings Per Duplicate	6,250.00
Senior Citizens' Deductions Allowed	500.00
Veterans' Deductions Allowed	<u>250.00</u>
	<u>8,250.00</u>
	8,299.97
Decreased By:	
Cash Received From State of New Jersey	<u>7,500.00</u>
Balance, December 31, 2013	<u><u>\$ 799.97</u></u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY

Year ended December 31, 2013

Year	Balance December 31, 2012	2013 Levy	Added	2012	2013	Due From State of New Jersey	Adjustments	Balance December 31, 2013
2013	\$ -	\$ 5,360,963.63	\$ 243,829.21	\$ 12,413.65	\$ 5,480,626.62	\$ 8,250.00	\$ 103,482.88	\$ 19.69
	\$ -	\$ 5,360,963.63	\$ 243,829.21	\$ 12,413.65	\$ 5,480,626.62	\$ 8,250.00	\$ 103,482.88	\$ 19.69

Analysis of Property Tax Levy

Tax Yield

General Purpose Tax	\$ 5,360,963.63
Added Taxes (R.S. 54-4-63, 1 et seq.)	243,829.21
	<u>\$ 5,604,792.84</u>

Tax Levy

Special District Taxes	\$ 429,219.00
Regional District High School Tax (Abstract)	1,025,153.00
Regional District School Tax (Abstract)	1,996,947.00
County Taxes:	
County Tax (Abstract)	624,238.03
County Library Tax (Abstract)	40,147.60
County Health Tax (Abstract)	12,452.05
County Open Space Tax (Abstract)	34,563.87
Due County for Added and Omitted Taxes	<u>23,449.51</u>
	<u>734,851.06</u>
	4,186,170.06
	<u>1,266,403.87</u>
	<u>152,218.91</u>
	<u>1,418,622.78</u>
	<u>\$ 5,604,792.84</u>

Local Tax for Municipal Purposes  
 Add: Additional Tax Levied

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF TAX TITLE LIENS RECEIVABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$ 12,328.15
Decreased By:	
Cash Receipts	<u>12,170.00</u>
Balance, December 31, 2013	<u>\$ 158.15</u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF FORECLOSED PROPERTY

Year ended December 31, 2013

Reference

Balance, December 31, 2013 and 2012

A

\$ 100.00

Analysis of Balance

Block 18, Lot 1

\$ 100.00

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF REVENUE ACCOUNTS RECEIVABLE

Year ended December 31, 2013

	Balance December 31, <u>2012</u>	Accrued in <u>2013</u>	<u>Collections</u>	Balance December 31, <u>2013</u>
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	\$ -	\$ 6,640.02	\$ 6,640.02	\$ -
Fines and Costs:				
Municipal Court	17,197.78	178,849.53	177,658.91	18,388.40
Interest and Costs on Taxes	-	16,661.50	16,661.50	-
Interest on Investments and Deposits	-	11,981.31	11,981.31	-
Anticipated Utility Operating Surplus	-	12,500.00	12,500.00	-
Off-Duty Police Admin. Fees	-	8,500.00	8,500.00	-
Cable Franchise Fees	-	59,099.45	59,099.45	-
Energy Receipts Tax	-	126,369.00	126,369.00	-
Fire District Interlocal Agreement	-	13,100.00	13,100.00	-
Consolidated Municipal Property Tax Relief	-	15,837.00	15,837.00	-
Tower Lease Agreement	-	19,627.90	19,627.90	-
Clean Communities	-	4,000.00	4,000.00	-
Drunk Driving Enforcement Fund	-	8,182.26	8,182.26	-
NJS Forestry Green Communities Grant	-	3,000.00	3,000.00	-
NJ Forestry Service CSIP Grant	-	15,805.20	15,805.20	-
Highway Traffic Safety Grant	-	4,400.00	4,400.00	-
Body Armor Fund	-	1,112.96	1,112.96	-
Recycling Tonnage Grant	-	3,807.45	3,807.45	-
Alcohol Education Rehabilitation Program	-	2,698.15	2,698.15	-
	<u>\$17,197.78</u>	<u>\$ 512,171.73</u>	<u>\$ 510,981.11</u>	<u>\$ 18,388.40</u>

Cash Receipts	\$ 467,965.48
Due From Trust - Other Fund/Escrow	9.61
Grants Receivable	<u>43,006.02</u>
	<u><u>\$ 510,981.11</u></u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF DUE FROM TRUST - OTHER FUND/ESCROW

Year ended December 31, 2013

Balance, December 31, 2012	\$ 14.04
Increased By:	
Interest on Investments	<u>9.61</u>
	23.65
Decreased By:	
Cash Receipts	<u>14.04</u>
Balance, December 31, 2013	<u><u>\$ 9.61</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF DUE FROM ANIMAL CONTROL TRUST FUND

Year ended December 31, 2013

Balance, December 31, 2012	\$ -
Increased By:	
Statutory Excess in Dog Fund	<u>1,483.60</u>
	1,483.60
Decreased By:	
Cash Receipts	<u>1,483.60</u>
Balance, December 31, 2013	<u><u>\$ -</u></u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

GRANT FUND

STATEMENT OF GRANTS RECEIVABLE

Year ended December 31, 2013

	Balance December 31, <u>2012</u>	2013 Budget Revenue <u>Realized</u>	<u>Received</u>	Transferred From Unappropriated <u>Reserves</u>	Balance December 31, <u>2013</u>
Clean Communities Grant	\$ -	\$ 4,000.00	\$ 4,000.00	\$ -	\$ -
Drunk Driving Enforcement Fund	-	8,182.26	8,182.26	-	-
NJS Forestry Green Communities Grant	-	3,000.00	-	-	3,000.00
NJ Forestry Services - CSIP Grant	-	15,805.20	-	-	15,805.20
Highway Traffic Safety - Drive Sober	-	4,400.00	-	-	4,400.00
Recycling Tonnage Grant	-	3,807.45	-	3,807.45	-
Body Armor Grant	-	1,112.96	-	1,112.96	-
Alcohol Education Rehabilitation Program	-	2,698.15	-	2,698.15	-
	<u>\$ -</u>	<u>\$ 43,006.02</u>	<u>\$ 12,182.26</u>	<u>\$ 7,618.56</u>	<u>\$ 23,205.20</u>

CURRENT FUND

STATEMENT OF 2012 APPROPRIATION RESERVES

Year ended December 31, 2013

	Balance, December 31, <u>2012</u>	Balance after <u>Modifications</u>	Paid or <u>Charged</u>	<u>Lapsed</u>
<b>GENERAL GOVERNMENT</b>				
Administration and Executive:				
Office of the Mayor:				
Salaries and Wages	\$ 625.00	\$ -	\$ -	\$ -
Other Expenses	90.89	108.89	18.00	90.89
General Administration:				
Salaries and Wages	4.59	-	-	-
Other Expenses	528.89	453.89	340.00	113.89
Municipal Clerk's Office:				
Salaries and Wages	182.25	-	-	-
Other Expenses	2,619.58	2,044.59	929.53	1,115.06
Elections:				
Other Expenses	164.89	14.89	-	14.89
Assessment of Taxes:				
Salaries and Wages	30.00	-	-	-
Other Expenses	989.10	189.10	-	189.10
Tax Appeals		20,000.00	20,000.00	-
Department of Finance:				
Financial Administration:				
Salaries and Wages	111.26	-	-	-
Other Expenses	321.28	58.10	36.82	21.28
Collection of Taxes:				
Salaries and Wages	97.69	-	-	-
Other Expenses	1,232.72	1,364.67	1,131.95	232.72
Department of Law:				
Legal Services and Costs:				
Other Expenses	27,820.00	26,320.00	26,104.00	216.00
Municipal Prosecutor:				
Other Expenses	700.00	1,050.00	1,050.00	-
Dog Regulation:				
Other Expenses				-
Insurance (N.J.S.A. 40A:4-45.3(00)):				
Employee Group Health	4,705.72	4,705.72	248.25	4,457.47
Department of Public Safety:				
Police:				
Salaries and Wages	3,615.45	1,615.45	1,482.72	132.73
Other Expenses	221.17	42,050.68	41,987.70	62.98
Fire Official:				
Salaries and Wages	0.48	0.48	-	0.48
Other Expenses	254.16	254.16	-	254.16
Emergency Management:				
Salaries and Wages	14.56	14.56	-	14.56
Other Expenses	95.00	-	-	-
Aid To Ambulance Co.	-	10,000.00	10,000.00	-

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF 2012 APPROPRIATION RESERVES

Year ended December 31, 2013

	Balance, December 31, <u>2012</u>	Balance after <u>Modifications</u>	Paid or <u>Charged</u>	<u>Lapsed</u>
GENERAL GOVERNMENT (continued)				
Department of Community Development:				
Engineering Services and Costs:				-
Other Expenses	3,606.25	3,606.25	120.00	3,486.25
Planning Board:				
Salaries and Wages	60.99	-	-	-
Other Expenses	4,786.00	4,786.00	-	4,786.00
Affordable Housing:				
Salaries and Wages	2.13	-	-	-
Other Expenses	-	3,800.00	3,800.00	-
Code Enforcement:				
Salaries and Wages	11.53	-	-	-
Other Expenses	216.78	235.38	18.60	216.78
Department of Public Works:				
Public Buildings and Grounds:				
Salaries and Wages	448.32	-	-	-
Other Expenses	1,718.20	3,289.76	2,386.35	903.41
Road Repairs and Maintenance:				
Salaries and Wages	1,190.59	45.00	45.00	-
Other Expenses	2,969.20	1,248.67	279.47	969.20
Garbage and Trash Removal:				
Other Expenses	20,436.01	20,436.01	5,492.33	14,943.68
Sanitary Landfill:				
Other Expenses	1,508.77	508.77	-	508.77
Recycling:				
Other Expenses	3,447.89	3,447.89	(190.63)	3,638.52
Municipal Court:				
Salaries and Wages	356.62	-	-	-
Other Expenses	764.64	2,616.01	1,857.57	758.44
UNCLASSIFIED				
Utilities:				
Electricity	10,259.92	5,209.96	2,886.14	2,323.82
Street Lighting	2,179.48	4,420.14	2,283.13	2,137.01
Telephone (excluding equipment acquisition)	554.09	1,496.86	1,077.77	419.09
Natural Gas	3,009.48	3,009.48	-	3,009.48
Gasoline	2,673.04	5,607.74	5,015.93	591.81
Water and Sewage	348.00	348.00	-	348.00

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF 2012 APPROPRIATION RESERVES

Year ended December 31, 2013

	Balance, December 31, <u>2012</u>	Balance after <u>Modifications</u>	Paid or <u>Charged</u>	<u>Lapsed</u>
Contribution To:				
Defined Contribution Retirement Program	4,181.11	4,181.11	-	4,181.11
Social Security System (O.A.S.I.)	2,435.62	435.62	-	435.62
Matching Funds for Grants	2,500.00	2,500.00	-	2,500.00
LOSAP:				
Other Expenses	5,500.00	5,500.00	2,500.00	3,000.00
Recycling (N.J.S.A. 13:1E-96.5):				
Other Expenses	474.72	474.72	232.05	242.67
Interlocal Municipal Service Agreements:				
911 Emergency Service Contract with County	2,132.74	2,132.74	847.10	1,285.64
Police Department Equipment	2,510.09	5,600.00	5,384.02	215.98
Total General Appropriations	<u>\$ 124,706.89</u>	<u>\$ 195,181.29</u>	<u>\$ 137,363.80</u>	<u>\$ 57,817.49</u>
Appropriation Reserves		\$ 124,706.89		
Encumbrances Payable		<u>70,474.40</u>		
		<u>\$ 195,181.29</u>		
Cash Disbursed			\$ 112,253.69	
Tax Appeals			20,000.00	
Transferred To Accounts Payable			<u>5,110.11</u>	
			<u>\$ 137,363.80</u>	

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF ENCUMBRANCES PAYABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$ 70,474.40
Increased By:	
Encumbrances:	
Budget Appropriations	<u>80,211.18</u>
	150,685.58
Decreased By:	
Transfer To Appropriation Reserves	<u>70,474.40</u>
Balance, December 31, 2013	<u><u>\$ 80,211.18</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF ACCOUNTS PAYABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$ 1,985.25
Increased by:	
Transferred from Appropriation Reserves	<u>5,110.11</u>
Balance, December 31, 2013	<u><u>\$ 7,095.36</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF COUNTY TAXES PAYABLE

Year ended December 31, 2013

Balance, December 31, 2012		\$ 16,412.43
Increased By:		
2013 Tax Levy:		
County Tax	\$ 624,238.03	
County Library Tax	40,147.60	
County Health Tax	12,452.05	
County Open Space Tax	34,563.87	
Added and Omitted Taxes	23,449.51	
	<u>734,851.06</u>	<u>734,851.06</u>
		751,263.49
Decreased By:		
Cash Disbursed		<u>727,813.98</u>
Balance, December 31, 2013		<u><u>\$ 23,449.51</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF PREPAID TAXES

Year ended December 31, 2013

Balance, December 31, 2012	\$12,413.65
Increased By:	
Cash Receipts	<u>33,395.98</u>
	45,809.63
Decreased By:	
Applied To Taxes Receivable	<u>12,413.65</u>
Balance, December 31, 2013	<u><u>\$33,395.98</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF TAX OVERPAYMENTS

Year ended December 31, 2013

Balance, December 31, 2012	\$ 1,527.48
Cash Disbursements	<u>1,527.48</u>
Balance, December 31, 2013	<u><u>\$ -</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF MARRIAGE LICENSE FEES PAYABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$ 50.00
Increased By:	
Cash Receipts	<u>550.00</u>
	600.00
Decreased By:	
Cash Disbursements	<u>450.00</u>
Balance, December 31, 2013	<u><u>\$ 150.00</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF FIRE DISTRICT TAXES PAYABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$ -
Increased By:	
Tax Levy	<u>429,219.00</u>
	429,219.00
Decreased By:	
Cash Disbursed	<u>429,219.00</u>
Balance, December 31, 2013	<u><u>\$ -</u></u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF REGIONAL DISTRICT HIGH SCHOOL TAX

Year ended December 31, 2013

Balance, December 31, 2012		
School Tax Payable	\$ 162,310.78	
School Tax Deferred	397,082.47	
	<u>                    </u>	\$ 559,393.25
Increased By:		
Levy - School Year July 1, 2013 to June 30, 2014		<u>1,025,153.00</u>
		1,584,546.25
Decreased By:		
Cash Disbursed		<u>1,004,317.55</u>
Balance, December 31, 2013		
School Tax Payable	183,146.23	
School Tax Deferred	397,082.47	
	<u>                    </u>	<u>\$ 580,228.70</u>
 <u>2013 Liability for Regional District High School Tax</u>		
Tax Payable, December 31, 2013	183,146.23	
Tax Paid	<u>1,004,317.55</u>	
		1,187,463.78
Less:		
Tax Payable, December 31, 2012		<u>162,310.78</u>
Amount Charged To 2013 Operations		<u>\$ 1,025,153.00</u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF REGIONAL DISTRICT SCHOOL TAX

Year ended December 31, 2013

Balance, December 31, 2012		
School Tax Payable	\$ 15,603.19	
School Tax Deferred	<u>826,422.97</u>	\$ 842,026.16
Increased By:		
Levy - School Year July 1, 2013 to June 30, 2014		<u>1,996,947.00</u>
		2,838,973.16
Decreased By:		
Cash Disbursed		<u>1,990,327.40</u>
Balance, December 31, 2013		
School Tax Payable	22,222.79	
School Tax Deferred	<u>826,422.97</u>	\$ <u>848,645.76</u>
<u>2013 Liability for Regional District School Tax</u>		
Tax Payable, December 31, 2013	22,222.79	
Tax Paid	<u>1,990,327.40</u>	2,012,550.19
Less:		
Tax Payable, December 31, 2012		<u>15,603.19</u>
Amount Charged to 2013 Operations		<u>\$ 1,996,947.00</u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF RESERVE FOR SALE OF MUNICIPAL ASSETS

Year ended December 31, 2013

Balance, December 31, 2013 and 2012

\$ 1,645.68

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF DUE FROM PAYROLL FUND

Year ended December 31, 2013

Balance, December 31, 2012	\$10,663.60
Increased By:	
Payroll Fund Charges	<u>1,320.00</u>
Balance, December 31, 2013	<u><u>\$11,983.60</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF RESERVE FOR TAX APPEALS PENDING

Year ended December 31, 2013

Balance, December 31, 2012		\$ 6,923.89
Increased By:		
Current Appropriations	\$ 40,000.00	
Appropriation Reserves	<u>20,000.00</u>	
		<u>60,000.00</u>
		66,923.89
Decreased By:		
Cash Disbursements		<u>55,316.60</u>
Balance, December 31, 2013		<u><u>\$11,607.29</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF RESERVE FOR THIRD PARTY LIENS

Year ended December 31, 2013

Balance, December 31, 2012	\$ 6,131.91
Increased By:	
Cash Receipts	<u>42,145.21</u>
	48,277.12
Decreased By:	
Cash Disbursements	<u>38,320.67</u>
Balance, December 31, 2013	<u><u>\$ 9,956.45</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF RESERVE FOR PUBLIC ASSISTANCE

Year ended December 31, 2013

Balance, December 31, 2013 and 2012

\$ 3,341.36

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

CURRENT FUND

STATEMENT OF RESERVE FOR PREMIUM ON TAX SALE

Year ended December 31, 2013

Balance, December 31, 2012	\$ 14,300.00
Increased By:	
Cash Receipts	<u>108,300.00</u>
	122,600.00
Decreased By:	
Cash Disbursements	<u>5,400.00</u>
Balance, December 31, 2013	<u><u>\$ 117,200.00</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

GRANT FUND

STATEMENT OF ENCUMBRANCES PAYABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$ 395.00
Decreased By:	
Grants Appropriated	<u>395.00</u>
Balance, December 31, 2013	<u><u>\$ -</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

GRANT FUND

STATEMENT OF RESERVE FOR GRANTS - APPROPRIATED

Year ended December 31, 2013

	Balance December 31, <u>2012</u>	Budget Appropriations/ <u>Transfers</u>	Decreased By <u>Expenditure</u>	Balance December 31, <u>2013</u>
Clean Communities Program	\$ 17,402.93	\$ 4,000.00	\$ 3,819.60	\$ 17,583.33
Recycling Tonnage Grant	28,723.54	3,807.45	-	32,530.99
Alcohol Rehabilitation Program	3,444.11	2,698.15	793.98	5,348.28
Drunk Driving Enforcement Fund	4,714.70	8,577.26	6,858.02	6,433.94
Body Armor Fund	5,907.21	1,112.96	1,690.70	5,329.47
NJ Forestry Green Communities	-	3,000.00	-	3,000.00
NJ Forestry Service - CSIP Grant	-	15,805.20	-	15,805.20
NJ Forestry Service - CSIP Grant - Local	-	3,000.00	-	3,000.00
Highway Traffic Safety	-	4,400.00	2,700.00	1,700.00
Cable Technology Grant	5,700.01	-	-	5,700.01
	<u>\$ 65,892.50</u>	<u>\$ 46,401.02</u>	<u>\$ 15,862.30</u>	<u>\$ 96,431.22</u>

Appropriation	\$ 43,006.02
Cash Receipt	3,000.00
Encumbrances Payable	<u>395.00</u>
	<u>\$ 46,401.02</u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

GRANT FUND

STATEMENT OF RESERVE FOR GRANTS - UNAPPROPRIATED

Year ended December 31, 2013

	Balance December 31, <u>2012</u>	Cash <u>Received</u>	Decreased By Budget <u>Appropriation</u>	Balance December 31, <u>2013</u>
Alcohol Education Rehabilitation Program	\$ 2,698.15	\$ 1,636.02	\$ 2,698.15	\$ 1,636.02
Body Armor Fund	1,112.96	1,299.16	1,112.96	1,299.16
Recycling Tonnage Grant	3,807.45	2,937.02	3,807.45	2,937.02
	<u>\$ 7,618.56</u>	<u>\$ 5,872.20</u>	<u>\$ 7,618.56</u>	<u>\$ 5,872.20</u>

TRUST FUND  
STATEMENTS

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BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

TRUST FUND

STATEMENT OF CASH - TREASURER

Year ended December 31, 2013

	<u>Animal Control</u> <u>Trust Fund</u>	<u>Unemployment</u> <u>Trust Fund</u>	<u>Other</u> <u>Trust Funds</u>
Balance, December 31, 2012	\$ 5,695.40	\$ 21,373.27	\$499,450.28
Increased By Receipts:			
Due To:			
State of New Jersey	357.00	-	-
Current Fund	62.38	-	12.85
License Fees	3,306.00	-	-
Unemployment Receipts	-	2,422.72	-
Reserve for:	-	-	-
Public Defender	-	-	8,000.00
Police Safety Equipment	-	-	10.81
Municipal Parking Lot - POAA	-	-	10.00
Escrow Fees	-	-	37,431.13
Planning Board Escrow	-	-	20,454.11
Off-Duty Employment - Police	-	-	42,475.00
Law Enforcement Trust Fund	-	-	5.03
Performance Bonds	-	-	31,025.76
Special Events	-	-	180.00
Snow Removal	-	-	31,546.72
COAH	-	-	20,020.63
	<u>3,725.38</u>	<u>2,422.72</u>	<u>191,172.04</u>
	<u>9,420.78</u>	<u>23,795.99</u>	<u>690,622.32</u>
Decreased By Disbursements:			
Due To Current Fund	3,791.18	-	17.28
Cash Disbursements	-	-	55,502.31
Various Reserves	-	-	311,756.50
	<u>3,791.18</u>	<u>-</u>	<u>367,276.09</u>
Balance, December 31, 2013	<u>\$ 5,629.60</u>	<u>\$ 23,795.99</u>	<u>\$ 323,346.23</u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY  
COMMUNITY DEVELOPMENT TRUST FUND

STATEMENT OF CASH

Year ended December 31, 2013

Balance, December 31, 2013 and 2012

\$ 354.82

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

TRUST - OTHER FUND

STATEMENT OF DUE FROM CURRENT FUND - SPECIAL EVENTS

Year ended December 31, 2013

Balance, December 31, 2012	\$ -
Increased By:	
Interest Earned	<u>3.24</u>
	3.24
Decreased By:	
Cash Disbursements	<u>3.24</u>
Balance, December 31, 2013	<u><u>\$ -</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

ANIMAL CONTROL TRUST FUND

STATEMENT OF DUE TO STATE OF NEW JERSEY

Year ended December 31, 2013

Balance, December 31, 2012	\$ -
Increased By:	
Encumbrance Payable	\$ 7.80
State Share of Dog License Fee	<u>357.00</u>
	<u>364.80</u>
	364.80
Decreased By:	
Paid By Current Fund	<u>340.20</u>
Balance, December 31, 2013	<u><u>\$ 24.60</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

ANIMAL CONTROL TRUST FUND

STATEMENT OF DUE TO CURRENT FUND

Year ended December 31, 2013

Balance, December 31, 2012	\$	-
Increased By:		
Interest	\$	62.38
Payment To State of New Jersey		340.20
Dog Fund Expenditures		1,905.00
Statutory Excess		<u>1,483.60</u>
		<u>3,791.18</u>
		3,791.18
Decreased By:		
Cash Disbursements		<u>3,791.18</u>
Balance, December 31, 2013	\$	<u><u>-</u></u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

ANIMAL CONTROL TRUST FUND

STATEMENT OF RESERVE FOR ANIMAL CONTROL FUND EXPENDITURES

Year ended December 31, 2013

Balance, December 31, 2012		\$ 5,687.60
Increased By:		
Dog License Fees Collected	\$ 2,773.00	
Miscellaneous Fees Collected	<u>533.00</u>	
		<u>3,306.00</u>
		8,993.60
Decreased By:		
Expenditures	1,905.00	
Statutory Excess	<u>1,483.60</u>	
		<u>3,388.60</u>
Balance, December 31, 2013		<u><u>\$ 5,605.00</u></u>

License Fees Collected

2012	\$ 2,796.60
2011	<u>2,808.40</u>
	<u><u>\$ 5,605.00</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

ANIMAL CONTROL TRUST FUND

STATEMENT OF ENCUMBRANCES PAYABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$ 7.80
Decreased By:	
Transferred to Due to State	<u>7.80</u>
Balance, December 31, 2013	<u><u>\$ -</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

COMMUNITY DEVELOPMENT TRUST FUND

STATEMENT OF RESERVE FOR COMMUNITY DEVELOPMENT BLOCK GRANT

Year ended December 31, 2013

Balance, December 31, 2013 and 2012

\$ 354.82

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

UNEMPLOYMENT COMPENSATION TRUST FUND

STATEMENT OF RESERVE FOR UNEMPLOYMENT COMPENSATION FUND

Year ended December 31, 2013

Balance, December 31, 2012	\$21,373.27
Increased By:	
Cash Receipts	<u>2,422.72</u>
Balance, December 31, 2013	<u><u>\$23,795.99</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

TRUST - OTHER FUND

STATEMENT OF DUE TO CURRENT FUND

Year ended December 31, 2013

Balance, December 31, 2012	\$	14.04
Increased By:		
Interest Earned		<u>9.61</u>
		23.65
Decreased By:		
Cash Disbursements		<u>14.04</u>
Balance, December 31, 2013	\$	<u><u>9.61</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

TRUST - OTHER FUND

STATEMENT OF VARIOUS RESERVES

Year ended December 31, 2013

	Balance			Balance
	December 31,	Increased	Decreased	December 31,
	<u>2012</u>			<u>2013</u>
Reserve for:				
Builder's Contributions	\$ 49,442.50	\$ -	\$ -	\$ 49,442.50
Police Safety Equipment	4,652.15	10.81	1.16	4,661.80
Municipal Court Parking - POAA	8.00	10.00	-	18.00
Planning Board Escrow	2,966.29	20,454.11	7,581.29	15,839.11
Performance Bonds	317,671.36	31,025.76	175,053.60	173,643.52
Public Defender	4,183.00	8,000.00	5,750.00	6,433.00
Escrow Fees	3,336.33	37,431.13	24,663.38	16,104.08
Interest Due Developers	930.01	-	-	930.01
Law Enforcement Trust Fund	4,031.08	5.03	0.99	4,035.12
Off-Duty Employment - Police	26,744.94	42,475.00	46,599.83	22,620.11
Construction Inspection Fees	1,745.00	-	-	1,745.00
Snow Removal	24,291.85	31,546.72	33,250.04	22,588.53
Special Events	3,784.19	180.00	711.40	3,252.79
COAH	127.47	20,020.63	20,000.00	148.10
	<u>\$ 443,914.17</u>	<u>\$ 191,159.19</u>	<u>\$ 313,611.69</u>	<u>\$ 321,461.67</u>

Due To Current - Special Events	\$ 180.00	\$ -	
Cash	190,979.19	311,756.50	
Encumbrances Payable	-	1,855.19	
	<u>\$ 191,159.19</u>	<u>\$ 313,611.69</u>	

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

TRUST - OTHER FUND

STATEMENT OF ENCUMBRANCES PAYABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$ 55,502.31
Increased By:	
Various Reserves	<u>1,855.19</u>
	57,357.50
Decreased By:	
Cash Disbursements	<u>55,502.31</u>
Balance, December 31, 2013	<u><u>\$ 1,855.19</u></u>

GENERAL CAPITAL FUND  
STATEMENTS

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BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

GENERAL CAPITAL FUND

STATEMENT OF CASH - TREASURER

Year ended December 31, 2013

Balance, December 31, 2012		\$ 306,681.07
Increased By:		
Fund Balance	\$ 125,242.63	
Deferred Charges - To Future Taxation		
Unfunded	15,000.00	
Reserve to Pay Notes	2,500.00	
Serial Bonds Payable	1,355,000.00	
Capital Improvement Fund	<u>30,000.00</u>	
		<u>1,527,742.63</u>
		1,834,423.70
Decreased By:		
Improvement Authorizations	336,708.59	
Reserve to Pay Notes	<u>65,000.00</u>	
		<u>401,708.59</u>
Balance, December 31, 2013		<u><u>\$ 1,432,715.11</u></u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

GENERAL CAPITAL FUND

STATEMENT OF ANALYSIS OF GENERAL CAPITAL CASH

Year ended December 31, 2013

	Balance December 31, <u>2013</u>
Capital Improvement Fund	\$ 51,940.81
Encumbrances Payable	418,654.67
Excess Financing	230,000.00
Fund Balance	43,132.62
Grants Receivable	(293,820.75)

Ordinance

<u>Date</u>	<u>Improvement Description</u>	
10/26/05	Computer Equipment	260.68
05/26/10	Reconstruction of Victory Drive	33,119.43
09/15/11	Property Acquisition/Various Improvements	397,656.85
05/23/12	Refunding Bond for Tax Appeals	5,852.29
07/13/12	Road Construction/Various Equipment	305,440.05
12/17/12	Demolition of Hazardous Structure	125,000.00
12/17/12	Municipal Building Roof	4,074.38
04/07/13	Reconstruction of Center Street	107,302.08
04/07/13	Municipal Building Roof	4,102.00
		<u>1,432,715.11</u>
		<u>\$ 1,432,715.11</u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

GENERAL CAPITAL FUND

STATEMENT OF STATE GRANT RECEIVABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$ 83,820.75
Increased By	
Grants Awarded	<u>210,000.00</u>
Balance, December 31, 2013	<u><u>\$ 293,820.75</u></u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

GENERAL CAPITAL FUND

STATEMENT OF DEFERRED CHARGES TO FUTURE TAXATION - FUNDED

Year ended December 31, 2013

Balance, December 31, 2012		\$ 640,000.00
Increased By:		
Refunding Bonds	\$ 465,000.00	
Deferred Charges - To Future Taxation Unfunded	<u>1,355,000.00</u>	<u>1,820,000.00</u>
		2,460,000.00
Decreased By:		
Budget Appropriation	58,333.00	
Refunded Bonds	<u>495,000.00</u>	<u>553,333.00</u>
Balance, December 31, 2013		<u><u>\$ 1,906,667.00</u></u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

GENERAL CAPITAL FUND

STATEMENT OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED

Year ended December 31, 2013

Ordinance Date	Improvement Description	Balance December 31, 2012	Increases	Decreases	Balance December 31, 2013	Analysis of Balance	
						Bond Anticipation Notes	Excess Financing
05/26/10	Reconstruction of Victory Drive	\$ 295,000.00	\$ -	\$ 295,000.00	\$ -	\$ -	\$ -
08/24/11	Property Acquisition/Various Improvements	489,625.00	-	489,625.00	-	230,000.00	(230,000.00)
07/13/12	Road Construction/Various Equipment	330,800.00	-	330,800.00	-	-	-
12/17/12	Demolition of Hazardous Structure	119,000.00	-	119,000.00	-	-	-
12/17/12	Municipal Building Roof	9,500.00	-	9,500.00	-	-	-
04/07/13	Reconstruction of Center Street	-	265,000.00	265,000.00	-	-	-
04/07/13	Municipal Building Roof	-	19,000.00	19,000.00	-	-	-
		<u>\$ 1,243,925.00</u>	<u>\$ 284,000.00</u>	<u>\$ 1,527,925.00</u>	<u>\$ -</u>	<u>\$ 230,000.00</u>	<u>\$ (230,000.00)</u>
	Fund Balance		\$ 92,925.00				
	Cash Receipts		15,000.00				
	Deferred Charges - To Future Taxation Funded		1,355,000.00				
	Bond Anticipations Notes		<u>65,000.00</u>				
			<u>\$ 1,527,925.00</u>				

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

GENERAL CAPITAL FUND

STATEMENT OF ENCUMBRANCES PAYABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$ 334,426.00
Increased By:	
Transferred From Improvement Authorizations	<u>418,654.67</u>
	753,080.67
Decreased By:	
Transferred To Improvement Authorizations	<u>334,426.00</u>
Balance, December 31, 2013	<u><u>\$ 418,654.67</u></u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

GENERAL CAPITAL FUND

STATEMENT OF IMPROVEMENT AUTHORIZATIONS

Year ended December 31, 2013

Ordinance Date	Improvement Description	Ordinance Amount	Balance December 31, 2012		Improvement Authorizations	Transfer from Encumbrance Payable	Paid or Charged	Balance December 31, 2013	
			Funded	Unfunded				Funded	Unfunded
10/26/05	Computer Equipment	\$ 10,000.00	\$ 916.65	\$ -	\$ -	\$ -	\$ 655.97	\$ 260.68	\$ -
05/26/10	Reconstruction of Victory Drive	540,000.00	-	34,579.23	-	-	1,459.80	33,119.43	-
09/15/11	Property Acquisition/Various Improvements	542,100.00	44,450.00	355,456.85	-	83,127.50	85,377.50	397,656.85	-
05/23/12	Refunding Bonds for Tax Appeal	85,000.00	5,852.29	-	-	-	-	5,852.29	-
07/13/12	Road Reconstruction/Various Equipment	595,600.00	6,550.00	303,046.87	-	249,191.63	253,348.45	305,440.05	-
12/17/12	Demolition of Hazardous Structure	125,000.00	5,600.00	119,000.00	-	400.00	-	125,000.00	-
12/17/12	Municipal Building Roof	10,000.00	-	8,293.13	-	1,706.87	5,925.62	4,074.38	-
04/07/13	Reconstruction of Center Street	500,000.00	-	-	500,000.00	-	392,697.92	107,302.08	-
04/07/13	Municipal Building Roof	20,000.00	-	-	20,000.00	-	15,898.00	4,102.00	-
			\$63,368.94	\$820,376.08	\$ 520,000.00	\$ 334,426.00	\$ 755,363.26	\$ 982,807.76	\$ -

Deferred Charges to Future Taxation - Unfunded	\$ 284,000.00
Grants Receivable	210,000.00
Capital Improvement Fund	26,000.00
	<u>\$ 520,000.00</u>
Encumbrances Payable	\$ 418,654.67
Cash	<u>336,708.59</u>
	<u>\$ 755,363.26</u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

GENERAL CAPITAL FUND

STATEMENT OF CAPITAL IMPROVEMENT FUND

Year ended December 31, 2013

Balance, December 31, 2012	\$ 47,940.81
Increased By:	
Current Fund Appropriation	<u>30,000.00</u>
	77,940.81
Decreased By:	
Improvement Authorization	<u>26,000.00</u>
Balance, December 31, 2013	<u><u>\$ 51,940.81</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

GENERAL CAPITAL FUND

STATEMENT OF RESERVE TO PAY NOTES

Year ended December 31, 2013

Balance, December 31, 2012	\$ 62,500.00
Increased By:	
Current Fund Appropriation	<u>2,500.00</u>
	65,000.00
Decreased By:	
Cash Disbursements	<u>65,000.00</u>
Balance, December 31, 2013	<u><u>\$ -</u></u>



BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

GENERAL CAPITAL FUND

STATEMENT OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

Year ended December 31, 2013

Ordinance <u>Date</u>	<u>Improvement Description</u>	Balance December 31, <u>2012</u>	<u>Increased</u>	<u>Decreased</u>	Balance December 31, <u>2013</u>
08/24/11	Property Acquisition/Various Improvements	\$ 489,625.00	\$ -	\$ 489,625.00	\$ -
07/13/12	Road Reconstruction/Various Equipment	330,800.00	-	330,800.00	-
12/17/12	Demolition of Hazardous Structure	119,000.00	-	119,000.00	-
12/17/12	Municipal Building Roof	9,500.00	-	9,500.00	-
04/07/13	Reconstruction of Center Street	-	265,000.00	265,000.00	-
04/07/13	Municipal Building Roof	-	19,000.00	19,000.00	-
		<u>\$ 948,925.00</u>	<u>\$ 284,000.00</u>	<u>\$ 1,232,925.00</u>	<u>\$ -</u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

GENERAL CAPITAL FUND

STATEMENT OF BOND ANTICIPATION NOTES PAYABLE

Year ended December 31, 2013

<u>Date of Ordinance</u>	<u>Improvement Description</u>	<u>Original Issue Date</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rate</u>	<u>Balance December 31, 2012</u>	<u>Decreased</u>	<u>Balance December 31, 2013</u>
05/26/10	Property Acquisition/ Various Improvements	01/14/11	01/11/13	01/10/14	1.00%	\$ 295,000.00	\$ 65,000.00	\$ 230,000.00

WATER UTILITY FUND  
STATEMENTS

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BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY FUND

STATEMENT OF CASH - TREASURER

Year ended December 31, 2013

	Operating	Capital
Balance, December 31, 2012	\$ 511,244.32	\$ 204,112.17
Increased By Receipts:		
Miscellaneous Revenue Not Anticipated	\$ 30,477.31	-
Consumer Accounts Receivable	357,453.76	-
Rent Overpayments	423.73	-
Investments	-	28,333.00
Capital Improvement Fund	-	10,000.00
	<u>388,354.80</u>	<u>38,333.00</u>
	899,599.12	242,445.17
Decreased By Disbursements:		
2013 Budget Appropriations	408,999.93	-
2012 Appropriation Reserves	39,763.54	-
Improvement Authorizations	-	<u>3,296.88</u>
	<u>448,763.47</u>	<u>3,296.88</u>
Balance, December 31, 2013	<u>\$ 450,835.65</u>	<u>\$ 239,148.29</u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY CAPITAL FUND

STATEMENT OF ANALYSIS OF WATER UTILITY CAPITAL CASH

Year ended December 31, 2013

		Balance December 31, <u>2013</u>
Capital Improvement Fund		\$ 272,481.00
Investments		(56,667.00)
Fund Balance		631.17
Ordinance		
<u>Date</u>	<u>Improvement Description</u>	
09/15/11	Water Plant Roof	<u>22,703.12</u>
		<u><u>\$ 239,148.29</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY OPERATING FUND

STATEMENT OF CONSUMER ACCOUNTS RECEIVABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$ 15,901.11
Increased By:	
Water Rents Levied (Net of Adjustment)	<u>360,030.31</u>
	375,931.42
Decreased By:	
Collections	<u>357,453.76</u>
Balance, December 31, 2013	<u><u>\$ 18,477.66</u></u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY CAPITAL FUND

STATEMENT OF FIXED CAPITAL

Year ended December 31, 2013

<u>Description</u>	Balance December 31, <u>2012</u>	<u>Increased</u>	Balance December 31, <u>2013</u>
Water Supply and Distribution System	\$ 440,206.49	\$ -	\$ 440,206.49
Extension of Water Lines, South Main Street	2,846.70	-	2,846.70
Extension of Water Lines, Mount Vernon Avenue	16,298.05	-	16,298.05
Purchase of Water Meters	37,596.76	-	37,596.76
Installation of Pump	48,128.79	-	48,128.79
Installation of Backwash Settling Tank	9,399.00	-	9,399.00
Improvements To Water System	1,908,280.81	9,945.04	1,918,225.85
Purchase of Utility Billing Software and Equipment	11,699.70	-	11,699.70
Purchase of Truck	57,965.00	-	57,965.00
Water Storage Tank Painting	498,362.76	-	498,362.76
Installation of Interconnection Meter Pit	58,169.00	3,296.88	61,465.88
	<u>\$ 3,088,953.06</u>	<u>\$13,241.92</u>	<u>\$ 3,102,194.98</u>

\$ 9,945.04  
3,296.88  
\$13,241.92

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY FUND

STATEMENT OF 2012 APPROPRIATION RESERVES

Year ended December 31, 2013

	Balance December 31, <u>2012</u>	Balance After <u>Modifications</u>	Paid or <u>Charged</u>	<u>Lapsed</u>
Operating:				
Salaries and Wages	\$ 7,554.73	\$ 7,554.73	\$ -	\$ 7,554.73
Other Expenses	9,396.83	37,929.11	37,762.50	166.61
Total Operating	16,951.56	45,483.84	37,762.50	7,721.34
Capital Improvements:				
Capital Outlay	11,043.01	13,543.01	2,001.04	11,541.97
Total Capital Improvements	11,043.01	13,543.01	2,001.04	11,541.97
Statutory Expenditures:				
Contributions To:				
PERS	45.00	45.00	-	45.00
Social Security	1,940.25	1,940.25	-	1,940.25
Total Statutory Expenditures	1,985.25	1,985.25	-	1,985.25
Total Water Utility Fund Appropriations	\$29,979.82	\$61,012.10	\$39,763.54	\$21,248.56
Appropriation Reserves		\$29,979.82		
Encumbrances Payable		31,032.28		
		\$61,012.10		

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY OPERATING FUND

STATEMENT OF ENCUMBRANCES PAYABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$31,032.28
Increased By:	
Transfer From Current Appropriations	<u>22,793.00</u>
	53,825.28
Decreased By:	
Transfer To Appropriation Reserves	<u>31,032.28</u>
Balance, December 31, 2013	<u><u>\$22,793.00</u></u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY OPERATING FUND

STATEMENT OF ACCRUED INTEREST ON BONDS

Year ended December 31, 2013

Balance, December 31, 2012	\$ 8,770.00
Decreased By:	
Cancel To Operations	<u>6,482.50</u>
Balance, December 31, 2013	<u><u>\$ 2,287.50</u></u>

Analysis of Accrued Interest  
 December 31, 2013

<u>Principal Outstanding</u> <u>December 31, 2013</u>	<u>Interest</u> <u>Rate</u>	<u>From</u>	<u>To</u>	<u>Months</u>	<u>Amount</u>
Serial Bonds (Capital):					
25,000.00	Various	08/15/13	12/31/13	4.5	\$ 300.00
515,000.00	Various	12/24/13	12/31/13	1	<u>1,987.50</u>
					<u><u>\$ 2,287.50</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY OPERATING FUND

STATEMENT OF WATER RENT OVERPAYMENTS

Year ended December 31, 2013

Balance, December 31, 2012	\$ 429.22
Increased By:	
Overpayments	<u>423.73</u>
Balance, December 31, 2013	<u>\$ 852.95</u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY CAPITAL FUND

STATEMENT OF SERIAL BONDS

Year ended December 31, 2013

<u>Purpose</u>	<u>Date of Issue</u>	<u>Original Issue</u>	<u>Date</u>	<u>Outstanding</u>		<u>Interest Rate</u>	<u>Balance</u>	<u>Balance</u>
				<u>December 31, 2013</u>	<u>Amount</u>			
Refunding Bonds	10/15/04	\$ 750,000.00	08/15/14	\$ 25,000.00		3.60%	\$ 600,000.00	\$ 25,000.00
Refunding Bonds	12/24/13	515,000.00	12/01/15	30,000.00		3.000%		
			12/01/16-17	30,000.00		4.000%		
			12/01/18-19	35,000.00		4.000%		
			12/01/20-21	35,000.00		5.000%		
			12/01/22-23	40,000.00		5.000%		
			12/01/24-26	50,000.00		5.000%		
			12/01/27	50,000.00		5.000%		
							\$ -	\$ 515,000.00
							\$ 600,000.00	\$ 575,000.00
							\$ 515,000.00	\$ 540,000.00

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY OPERATING FUND

STATEMENT OF ACCOUNTS PAYABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$ -
Increased By:	
Current Appropriations	<u>10,362.00</u>
Balance, December 31, 2013	<u><u>\$ 10,362.00</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY CAPITAL FUND

STATEMENT OF CAPITAL IMPROVEMENT FUND

Year ended December 31, 2013

Balance, December 31, 2012	\$ 262,481.00
Increased By:	
Cash Receipts	<u>10,000.00</u>
Balance, December 31, 2013	<u><u>\$ 272,481.00</u></u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY CAPITAL FUND

STATEMENT OF RESERVE FOR AMORTIZATION

Year ended December 31, 2013

Balance, December 31, 2012		\$ 2,488,953.06
Increased By:		
Capital Outlay Expenditures	\$ 9,945.04	
Deferred Reserve for Amortization	3,296.88	
Serial Bonds Reduced	<u>575,000.00</u>	
		<u>588,241.92</u>
		3,077,194.98
Decreased By:		
Refunding Bonds		<u>515,000.00</u>
Balance, December 31, 2013		<u><u>\$ 2,562,194.98</u></u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY  
 WATER UTILITY CAPITAL FUND

STATEMENT OF IMPROVEMENT AUTHORIZATIONS

Year ended December 31, 2013

<u>Improvement Description</u>	<u>Ordinance Number</u>	<u>Date</u>	<u>Amount</u>	<u>Transfer From</u>		<u>Paid or Charged</u>	<u>Balance December 31, 2013</u>		
				<u>Funded</u>	<u>Unfunded</u>		<u>Funded</u>	<u>Unfunded</u>	
Installation of Interconnection Water Plant Roof	2011-08	09/15/11	26,000.00	\$22,703.12	\$ -	\$ 3,296.88	\$ 3,296.88	\$ 22,703.12	\$ -
				<u>\$22,703.12</u>	<u>\$ -</u>	<u>\$ 3,296.88</u>	<u>\$ 3,296.88</u>	<u>\$ 22,703.12</u>	<u>\$ -</u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY CAPITAL FUND

STATEMENT OF FIXED CAPITAL AUTHORIZED AND UNCOMPLETED

Year ended December 31, 2013

Balance, December 31, 2012	\$26,000.00
Decreased By:	
Fixed Capital	<u>3,296.88</u>
Balance, December 31, 2013	<u><u>\$22,703.12</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY CAPITAL FUND

STATEMENT OF DEFERRED RESERVE FOR AMORTIZATION

Year ended December 31, 2013

Balance, December 31, 2012	\$26,000.00
Decreased By:	
Fixed Capital	<u>3,296.88</u>
Balance, December 31, 2013	<u><u>\$22,703.12</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY CAPITAL FUND

STATEMENT OF ENCUMBRANCES PAYABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$ 3,296.88
Decreased By:	
Transfer To Improvement Authorizations	<u>3,296.88</u>
Balance, December 31, 2013	<u><u>\$ -</u></u>

COUNTY OF MONMOUTH, NEW JERSEY

WATER UTILITY CAPITAL FUND

STATEMENT OF INVESTMENTS

Year ended December 31, 2013

Balance, December 31, 2012	\$85,000.00
Decreased By:	
Cash Receipts	<u>28,333.00</u>
Balance, December 31, 2013	<u><u>\$56,667.00</u></u>

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SEWER UTILITY FUND  
STATEMENTS

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BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY FUND

STATEMENT OF CASH - TREASURER

Year ended December 31, 2013

	Operating Fund	Capital Fund
Balance, December 31, 2012	\$ 388,091.36	\$ 148,535.68
Increased By Receipts:		
Miscellaneous Revenue Not Anticipated	\$ 13,934.45	\$ -
Sewer Rents Receivable	475,742.70	-
Capital Improvement Fund	-	10,000.00
	489,677.15	10,000.00
Decreased By Disbursements:		
Budget Appropriations	877,768.51	158,535.68
Appropriation Reserves	454,121.25	-
	471.83	-
	454,593.08	-
Balance, December 31, 2013	\$ 423,175.43	\$ 158,535.68

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY CAPITAL FUND

STATEMENT OF ANALYSIS OF SEWER UTILITY CAPITAL FUND CASH

Year ended December 31, 2013

	Balance December 31, <u>2013</u>
Reserve for Payment of Bonds	\$ 2,500.00
Capital Improvement Fund	156,000.00
Fund Balance	<u>35.68</u>
	<u><u>\$ 158,535.68</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY OPERATING FUND

STATEMENT OF SEWER RENTS RECEIVABLE

Year ended December 31, 2013

Balance, December 31, 2012		\$ 12,453.30
Increased By:		
Sewer Rents Levied		
(Net of Adjustments)		<u>481,861.65</u>
		494,314.95
Decreased By:		
Overpayments Applied	\$ 242.62	
Collections in 2013	<u>475,742.70</u>	
		<u>475,985.32</u>
Balance, December 31, 2013		<u><u>\$ 18,329.63</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY FUND

STATEMENT OF 2012 APPROPRIATION RESERVES

Year ended December 31, 2013

	Balance December 31, <u>2012</u>	Balance After <u>Modifications</u>	Paid or <u>Charged</u>	<u>Lapsed</u>
Operating:				
Salaries and Wages	\$ 707.67	\$ 707.67	\$ -	\$ 707.67
Other Expenses	3,653.52	3,653.52	471.83	3,181.69
Total Operating	<u>4,361.19</u>	<u>4,361.19</u>	471.83	<u>3,889.36</u>
Capital Improvements:				
Capital Outlay	10,000.00	10,000.00	-	10,000.00
Total Capital Improvements	<u>10,000.00</u>	<u>10,000.00</u>	-	<u>10,000.00</u>
Statutory Expenditures:				
Contributions To:				
Public Employees' Retirement System	76.00	76.00	-	76.00
Social Security System (O.A.S.I.)	331.00	331.00	-	331.00
Total Statutory Expenditures	<u>407.00</u>	<u>407.00</u>	-	<u>407.00</u>
Total Sewer Utility Appropriations	<u>\$ 14,768.19</u>	<u>\$ 14,768.19</u>	\$ 471.83	<u>\$ 14,296.36</u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY OPERATING FUND

STATEMENT OF ENCUMBRANCES PAYABLE

Year ended December 31, 2013

Balance, December 31, 2012	\$ -
Increased By:	
Transfer From Budget Appropriations	<u>315.00</u>
Balance, December 31, 2013	<u><u>\$ 315.00</u></u>

BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY OPERATING FUND

STATEMENT OF ACCRUED INTEREST ON BONDS

Year ended December 31, 2013

Balance, December 31, 2012	\$ 1,156.67
Decreased By:	
Accrued Interest Cancelled	<u>732.50</u>
Balance, December 31, 2013	<u><u>\$ 424.17</u></u>

Analysis of Balance:

<u>Principal Outstanding</u> <u>December 31, 2013</u>	<u>Interest</u> <u>Rate</u>	<u>From</u>	<u>To</u>	<u>Months</u>	<u>Amount</u>
\$ 20,000.00	Various	08/15/13	12/31/13	4.5	\$ 270.00
50,000.00	Various	12/24/13	12/31/13	1	<u>154.17</u>
					<u><u>\$ 424.17</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY OPERATING FUND

STATEMENT OF SEWER RENT OVERPAYMENTS

Year ended December 31, 2013

Balance, December 31, 2012	\$ 1,093.39
Decreased By:	
Overpayment Applied	<u>242.62</u>
Balance, December 31, 2013	<u><u>\$ 850.77</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY CAPITAL FUND

STATEMENT OF FIXED CAPITAL

Year ended December 31, 2013

Balance, December 31, 2013 and 2012

\$975,636.40



BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY CAPITAL FUND

STATEMENT OF CAPITAL IMPROVEMENT FUND

Year ended December 31, 2013

Balance, December 31, 2012	\$ 146,000.00
Increased By:	
Cash Receipts	<u>10,000.00</u>
Balance, December 31, 2013	<u><u>\$ 156,000.00</u></u>

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY CAPITAL FUND

STATEMENT OF RESERVE FOR PAYMENT OF BONDS

Year ended December 31, 2013

Balance, December 31, 2013 and 2012

\$ 2,500.00

BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

SEWER UTILITY CAPITAL FUND

STATEMENT OF RESERVE FOR AMORTIZATION

Year ended December 31, 2013

Balance, December 31, 2012	\$ 885,636.40
Increased By:	
Bond Principal Reduced	<u>70,000.00</u>
	955,636.40
Decreased By:	
Refunding Bonds	<u>50,000.00</u>
Balance, December 31, 2013	<u><u>\$ 905,636.40</u></u>

PAYROLL FUND  
STATEMENT

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BOROUGH OF ENGLISHTOWN  
COUNTY OF MONMOUTH, NEW JERSEY

PAYROLL FUND

STATEMENT OF PAYROLL DEDUCTIONS PAYABLE

Year ended December 31, 2013

	Balance December 31, <u>2012</u>	<u>Receipts</u>	<u>Disbursements</u>	Balance December 31, <u>2013</u>
Federal Withholding Taxes	\$ -	\$ 130,613.84	\$ 130,613.84	\$ -
State Income Tax	-	33,125.59	33,125.59	-
Social Security Taxes	-	85,542.78	85,542.78	-
State Pension Systems				-
PERS	2,514.87	78,808.49	78,596.55	2,726.81
PFRS	4,989.82	148,497.69	148,935.00	4,552.51
DCRP	-	5,435.67	5,435.67	-
AFLAC	188.50	1,865.80	1,922.40	131.90
Unemployment	10,601.19	4,465.75	2,631.38	12,435.56
Health Insurance	9,670.22	22,721.85	25,650.00	6,742.07
Flexible Spending Account	-	2,040.00	4,080.00	(2,040.00)
Disability Insurance	135.23	3,697.90	3,695.82	137.31
Family Leave Insurance	-	619.19	619.19	-
Due to Current	10,663.60	27,690.00	26,370.00	11,983.60
Deferred Compensation	-	3,440.00	3,380.00	60.00
Due From Police PBA	-	3,320.00	3,320.00	-
	<u>\$ 38,763.43</u>	<u>\$ 551,884.55</u>	<u>\$ 553,918.22</u>	<u>\$ 36,729.76</u>

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GENERAL FIXED ASSETS ACCOUNT GROUP  
STATEMENT

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BOROUGH OF ENGLISHTOWN  
 COUNTY OF MONMOUTH, NEW JERSEY

GENERAL FIXED ASSETS ACCOUNT GROUP

STATEMENT OF GENERAL FIXED ASSETS

Year ended December 31, 2013

	Balance, December 31, <u>2012</u>	<u>Additions</u>	<u>Deletions</u>	Balance December 31, <u>2013</u>
Land	\$ 1,829,400.00	\$ -	\$ -	\$ 1,829,400.00
Buildings	510,300.00	-	-	510,300.00
Equipment	669,189.09	13,716.42	3,550.00	679,355.51
	<u>\$ 3,008,889.09</u>	<u>\$ 13,716.42</u>	<u>\$ 3,550.00</u>	<u>\$ 3,019,055.51</u>

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COMMENTS AND RECOMMENDATIONS

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The Honorable Mayor and Members of the  
Borough Council  
Borough of Englishtown  
County of Monmouth  
Englishtown, New Jersey 07726

We have audited the financial statements of the Borough of Englishtown in the County of Monmouth for the year ended December 31, 2013. In accordance with requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, the following are the *General Comments and Recommendations* for the year then ended.

### GENERAL COMMENTS

#### **Contracts and Agreements Required to be advertised by (N.J.S.A.40A:11-4)**

*N.J.S.A.40A:11-4* - Every contract or agreement, for the performance of any work or furnishing or hiring of any materials or supplies, the cost or the contract price whereof is to be paid with or out of public funds not included within the terms of Section 3 of this act, shall be made or awarded only by the governing body of the contracting unit after public advertising for bids and bidding therefore, except as is provided otherwise in this act or specifically by any other Law. No work, materials or supplies shall be undertaken, acquired or furnished for a sum exceeding in the aggregate \$17,500 except by contract or agreement. The Borough does not employ a qualified purchasing agent.

It is pointed out that the governing body of the municipality has the responsibility of determining whether the expenditures in any category will exceed the statutory minimum within the fiscal year. Where question arises as to whether any contract or agreement might result in violation of the statute, the solicitor's opinion should be sought before a commitment is made.

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

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

#### **Contracts and Agreements Requiring Solicitation of Quotations**

The examination of expenditures did not reveal any individual payments, contracts or agreements in excess of \$2,625 "for the performance of any work or the furnishing or hiring of any materials or supplies", other than those where bids had been previously sought by public advertisement or where a resolution had been previously adopted under the provision of (*N.J.S.A.40A:11-6.1*).

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

The statute 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 1, 2013 adopted the following resolution authorizing interest to be charged on delinquent taxes:

**“BE IT RESOLVED** by the Borough Council of the Borough of Englishtown, County of Monmouth, State of New Jersey, the rate of interest charged on delinquent taxes or assessments on any installment made eight (8) days after the date upon which the same became payable, shall not exceed eight (8) percent per annum of the first One Thousand Five Hundred Dollars (\$1,500.00) of the delinquency, and eighteen (18) percent per annum on any amount in excess of One Thousand Five Hundred Dollars (\$1,500.00).

It appears from an examination of the Collector's record that interest was collected in accordance with the foregoing resolution.

## **Delinquent Taxes and Tax Title Liens**

The delinquent taxes at December 31, 2013 included only 2013 real estate taxes.

The last tax sale was held on December 17, 2013 and was complete.

## **Deductions from Taxes**

The audit of senior citizen and veteran deductions on a test basis revealed that deductions appear reasonable.

## **Examination of Bills**

A test check of paid bills was made and each bill, upon proper approval, was considered as a separate and individual contract unless the records disclosed it to be a partial payment or estimate.

## **Municipal Court**

A separate report of the Municipal Court transactions was filed in accordance with the requirements of the Local Finance Board.

As part of the test of the municipal court records, no attempt was made to differentiate between fines due the Borough, County, or State, or to pass upon the authenticity of the preparation and procedures for complaints issued.

### **Deposit of Funds Paid to Local Unit**

*N.J.S.40A:5-15* States:

“All moneys, including moneys collected by taxation, received from any source by or on behalf of any local unit or any board or department thereof shall within 48 hours after the receipt thereof, either;

- a. be paid to the officer charged with the custody of the general funds of the local unit, who shall deposit all such funds within 48 hours after the receipt thereof to the credit of the local unit in its designated legal depository, or;
- b. be deposited to the credit of the local unit in its designated legal depository.”

### **Payroll**

The examination of the payroll fund included testing the detail computation of various deductions or other credits from the payroll of Borough employees, also, the examination ascertained that the accumulated withholdings were distributed to the proper agencies.

### **Follow-Up of Prior Year Findings**

In accordance with Government Auditing Standards, our procedures included a review of all prior year findings. All prior year findings have been corrected.

**OFFICIALS IN OFFICE AND SURETY BONDS**

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

<b>NAME</b>	<b>TITLE</b>
Thomas Reynolds	Mayor
Maryanne Krawiec	Council President
Cindy Robilotti	Council Member
Lori Cooke	Council Member
Rudy Rucker	Council Member
Lou Sarti, Jr.	Council Member
Gregory Wojyn	Council Member
Joseph Youssouf	Attorney
Laurie Finger	Borough Administrator/ Chief Financial Officer/Treasurer
Janice Garcia	Tax Collector
Rosemary O'Donnell	Court Administrator
Mark Fitzpatrick	Tax Assessor
James Newman	Magistrate
Celia Hecht	Water/Sewer Utilities Clerk
Peter Gorbatak	Borough Clerk

During 2013, the Borough of Englishtown was provided insurance as part of the Municipal Excess Liability Joint Insurance Fund. The Government Crime Policy coverage is as follows:

Employee Theft - Per Loss Coverage	\$1,000,000.00
Forgery or Alteration	1,000,000.00
Inside the Premises - Theft of Money and Securities	1,000,000.00
Inside the Premises - Robbery or Safe Burglary of Other Property	1,000,000.00
Computer Fraud	1,000,000.00
Public Employee Dishonesty	1,000,000.00

All of the above bonds were examined and found to be properly executed.

There were Employee's Blanket Performance Bonds in the amount of \$50,000 for the Borough employees and court personnel carried by the Monmouth County Joint Insurance Fund and \$950,000 carried by the Municipal Excess Liability Joint Insurance Fund.

## **Acknowledgment**

We received the complete cooperation of all the Borough Officials and employees and we greatly appreciate the courtesies extended to the members of the audit team.

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

Should you have any questions concerning our comments or recommendations, or should you desire any assistance in implementing our recommendations, please call me.

Respectfully submitted,

**HOLMAN FRENIA ALLISON, P. C.**

Robert W. Allison  
Certified Public Accountant  
Registered Municipal Accountant  
RMA #483

Freehold, New Jersey  
June 04, 2014