

**REPORT OF AUDIT**

**BOROUGH OF NEW PROVIDENCE**

**COUNTY OF UNION**

**DECEMBER 31, 2013**

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## **BOROUGH OF NEW PROVIDENCE**

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**BOROUGH OF NEW PROVIDENCE**

**PART I**

**REPORT OF AUDIT ON FINANCIAL STATEMENTS**

**AND SUPPLEMENTARY DATA**

**YEAR ENDED DECEMBER 31, 2013**

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## **INDEPENDENT AUDITOR'S REPORT**

The Honorable Mayor and  
Members of the Borough Council  
Borough of New Providence  
New Providence, NJ 07974

### **Report on the Financial Statements**

We have audited the accompanying balance sheets - regulatory basis of the various funds and account group of the Borough of New Providence in the County of Union, as of December 31, 2013 and 2012, the related statement of operations and changes in fund balance - regulatory basis for the years then ended, and the related statement of revenues - regulatory basis and statement of expenditures - regulatory basis of the various funds for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the Borough's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the basis of accounting 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 misstatements, whether due to fraud or error.

### ***Auditor's Responsibility***

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

Honorable Mayor and  
Members of the Borough Council  
Page 2.

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 described in Note 1 of the financial statements, the financial statements are prepared by the Borough of New Providence on the basis of the financial reporting provisions prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of New Jersey.

The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

***Adverse Opinion on U.S. Generally Accepted Accounting Principles***

In our opinion, because of the significance of the matter discussed in the "Basis for 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 each fund of the Borough of New Providence as of December 31, 2013 and 2012, or changes in financial position for the years then ended.

***Basis for Qualified Opinion on Regulatory Basis Accounting Principles***

As described in Note 16 of the financial statements, the Borough participates in a Length of Service Award Program (LOSAP) for its volunteer fire and rescue personnel. The amount reflected in the trust fund statements of \$345,476.52 and \$271,730.53 for 2013 and 2012, respectively, were not audited and, therefore, we express no opinion on the LOSAP program.



Honorable Mayor and  
Members of the Borough Council  
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### ***Qualified Opinion on Regulatory Basis of Accounting***

In our opinion, except for the effects of the matters described in the “*Basis for Qualified Opinion on Regulatory Basis Accounting Principles*” paragraph, the financial statements referred to above present fairly, in all material respects, the regulatory basis balances sheets and account group as of December 31, 2013 and 2012, the regulatory basis statements of operations for the years then ended and the regulatory basis statements of revenues and expenditures for the year ended December 31, 2013 in accordance with the basis of financial reporting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey as described in Note 1.

### ***Other Matters***

#### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Borough of New Providence’s basic financial statements. The supplementary information listed in the table of contents and the letter of comments and recommendations section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplemental information listed in the table of contents is the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental information listed in the table of contents is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The letter of comments and recommendations section has not been subject to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

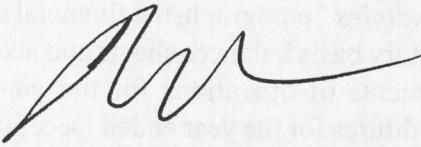
### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated June 16, 2014 on our consideration of the Borough of New Providence’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

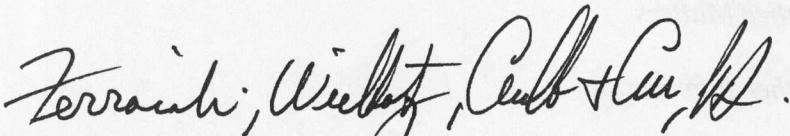


Honorable Mayor and  
Members of the Borough Council  
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reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Borough of New Providence's internal control over financial reporting and compliance.



Charles J. Ferraioli, Jr., C.P.A.  
Registered Municipal Accountant  
No. 388



FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A.  
Certified Public Accountants  
Pompton Lakes, New Jersey

June 16, 2014



## Borough of New Providence, N.J.

## Comparative Balance Sheet - Regulatory Basis

## Current Fund

December 31,

		Ref.	2013	2012
<u>Assets</u>				
Current Fund:				
Cash	A-4	\$ 6,487,157.03	5,458,218.74	
Change Fund	A-5	150.00	150.00	
		<u>6,487,307.03</u>	<u>5,458,368.74</u>	
Receivables and Other Assets with Full Reserves:				
Delinquent Taxes Receivable	A-8	258,564.08	316,709.06	
Tax Title Liens	A-9	162,766.48	150,700.04	
Property Acquired for Taxes -				
Assessed Valuation	A-10	11,955.00	11,955.00	
Revenue Accounts Receivable	A-11	45,160.84	208,801.60	
Other Accounts Receivable	A-12	3,812.76	8,488.60	
Due from:				
Free Public Library	A-13		18,316.71	
Other Trust Fund - Developer Escrow	A-14	3.52	8.76	
Animal Control Trust Fund	A-14	6,972.32		
Recreation Trust Fund	A-14	10,000.00	10,000.00	
		<u>499,235.00</u>	<u>724,979.77</u>	
		<u>6,986,542.03</u>	<u>6,183,348.51</u>	
Federal and State Grant Fund:				
Cash	A-4	13,169.20	58,274.49	
Grants Receivable	A-23	1,018,302.77	938,504.03	
Interfund - Current Fund	A-26		800.00	
		<u>1,031,471.97</u>	<u>997,578.52</u>	
Total Assets		<u>\$ 8,018,014.00</u>	<u>7,180,927.03</u>	

See Accompanying Notes to Financial Statements

## Borough of New Providence, N.J.

## Comparative Balance Sheet - Regulatory Basis

## Current Fund

December 31,

	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
<u>Liabilities, Reserves and Fund Balance</u>			
Current Fund:			
Appropriation Reserves	A-3/A-15	\$ 1,310,255.27	978,134.51
Due to:			
Other Trust Fund - Public Defender	A-14	175.00	175.00
Federal and State Grant Fund	A-14		800.00
Assessment Trust Fund	A-14	790.40	790.40
Municipal Open Space Trust	A-14	78.76	49.21
General Capital Fund	A-14	249,998.14	62,174.45
Encumbrances Payable	A-16	390,777.15	279,201.72
Prepaid Taxes	A-17	542,576.34	506,464.65
Due to Special Improvement District	A-18	32,174.41	3,331.20
County Tax Payable	A-21	37,681.88	21,917.95
Tax Overpayments	A-22	1,980.66	
Prepaid Revenue	A-22		83,260.00
Accounts Payable	A-22		33,533.50
Due to State of New Jersey:			
Senior Citizen and Veteran Deductions	A-7	2,051.04	2,620.90
Reserve for:			
Sale of Borough Property	A-22	84,141.92	84,141.92
Tax Appeals	A-22	630,884.20	577,734.47
		3,283,565.17	2,634,329.88
Reserve for Receivables	Contra	499,235.00	724,979.77
Fund Balance	A-1	3,203,741.86	2,824,038.86
		6,986,542.03	6,183,348.51
Federal and State Grant Fund:			
Appropriated Reserve for Grants	A-24	1,005,536.08	972,172.45
Unappropriated Reserve for Grants	A-25	25,935.89	25,406.07
		1,031,471.97	997,578.52
Total Liabilities, Reserves and Fund Balance		\$ 8,018,014.00	7,180,927.03

See Accompanying Notes to Financial Statements

## Borough of New Providence, N.J.

## Comparative Statement of Operations and Changes in Fund Balance - Regulatory Basis

## Current Fund

Year Ended December 31,

	Ref.	2013	2012
Revenues and Other Income:			
Fund Balance Utilized	A-2	\$ 2,212,000.00	2,000,000.00
Miscellaneous Revenue Anticipated	A-2	3,705,833.26	3,637,247.91
Receipts from Delinquent Taxes	A-2	313,003.41	260,939.00
Receipts from Current Taxes	A-2	57,194,513.28	55,698,441.77
Non-Budget Revenue	A-2	266,765.88	511,764.05
Other Credits to Income:			
Interfunds Returned	A-14	10,008.76	203,467.15
Due from Free Public Library	A-13	18,316.71	
Statutory Excess Animal License Fund	A-14	6,972.32	
Unexpended Balance of Appropriation Reserves	A-15	412,332.10	376,361.87
Canceled Grant Reserves	A-24	13.75	190,055.30
Total Revenues and Other Income		64,139,759.47	62,878,277.05
Expenditures:			
Budget and Emergency Appropriations:			
Operations:			
Salaries and Wages	A-3	5,727,105.00	5,621,305.00
Other Expenses	A-3	6,895,041.31	6,643,333.38
Capital Improvement Fund	A-3	350,000.00	520,000.00
Municipal Debt Service	A-3	1,764,765.32	1,986,233.39
Deferred Charges and Statutory Expenditures -			
Municipal	A-3	1,648,037.00	1,357,780.00
Refund of Prior Year's Revenue	A-4	17,179.48	154,627.28
Due from Free Public Library			18,316.71
Interfund Advances	A-14	16,975.84	10,008.76
Special Improvement District Taxes	A-18	116,797.83	114,927.00
Municipal Open Space Tax	A-19	32,323.76	32,609.21
Local District School Tax	A-20	32,533,073.00	32,181,206.00
County Taxes including Added Taxes	A-21	12,446,744.18	11,685,578.57
Canceled Grants Receivable	A-23	13.75	190,055.30
Total Expenditures		61,548,056.47	60,515,980.60

## Borough of New Providence, N.J.

## Comparative Statement of Operations and Changes in Fund Balance - Regulatory Basis

## Current Fund

Year Ended December 31,

	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
Excess (Deficit) Revenue Over Expenditures		2,591,703.00	2,362,296.45
Adjustment to Income Before Fund Balance - Expenditures			
Included above Which are by Statute Deferred			
Charges to Budget of Succeeding Year		_____	_____
Statutory Excess to Fund Balance		2,591,703.00	2,362,296.45
Fund Balance, January 1,	A	<u>2,824,038.86</u>	<u>2,461,742.41</u>
		5,415,741.86	4,824,038.86
Decreased by:			
Fund Balance Utilized as Budget Revenue		<u>2,212,000.00</u>	<u>2,000,000.00</u>
Fund Balance, December 31,	A	<u>\$ 3,203,741.86</u>	<u>2,824,038.86</u>

See Accompanying Notes to Financial Statements

## Statement of Revenues - Regulatory Basis

## Current Fund

## Year Ended December 31, 2013

	Ref.	Budget	Realized	Excess or (Deficit)
Fund Balance Anticipated	A-1	\$ 2,212,000.00	2,212,000.00	
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	A-11	7,000.00	7,500.00	500.00
Other	A-2	20,000.00	26,261.00	6,261.00
Fees and Permits	A-2	45,000.00	45,467.03	467.03
Fines and Costs:				
Municipal Court	A-11	130,000.00	128,771.10	(1,228.90)
Interest and Costs on Taxes	A-4	55,000.00	65,669.43	10,669.43
Parking Meters	A-11	17,000.00	20,836.50	3,836.50
Sewer Rentals	A-11	200,000.00	232,571.42	32,571.42
Cat Licenses	A-11	1,275.00	1,305.00	30.00
Parking Permits	A-11	160,000.00	174,348.57	14,348.57
Rental of Municipal Ownded Property	A-11	65,000.00	68,303.87	3,303.87
Cable Television Franchise Fees	A-11	165,053.29	165,053.29	
Energy Receipts Tax	A-11	1,266,183.00	1,266,182.80	(0.20)
Consolidated Municipal Property Tax Relief Aid	A-11	37,636.00	37,636.00	
Uniform Construction Code Fees	A-11	290,000.00	373,740.00	83,740.00
Public and Private Revenues:				
Drunk Driving Enforcement Fund	A-23	2,849.85	2,849.85	
Body Armor Grant	A-23	2,601.58	2,601.58	
Clean Communities	A-23	22,341.14	22,341.14	
Alcohol Education and Rehab Grant	A-23	211.10	211.10	
Recycling Tonnage Grant	A-23	19,154.64	19,154.64	
NJ Transportation Trust	A-23	200,000.00	200,000.00	
Bulletproof Vest Partnership	A-23	800.00	800.00	
CDBG - Senior Citizen High Risk Health Services	A-23	5,000.00	5,000.00	
CDBG - Senior Exercise, Arts and Crafts	A-23	4,400.00	4,400.00	
CDBG - Senior Citizen Transportation	A-23	3,900.00	3,900.00	
Municipal Alliance on Alcoholism and Drug Abuse	A-23	17,583.00	16,476.00	(1,107.00)
Union County - Streetfair Contribution	A-23	3,000.00	3,000.00	
Union County - 2012 Heart Grant	A-23	1,000.00	1,000.00	
Contribution for Senior Citizen Bus	A-23	50,000.00	50,000.00	
Contribution from NPHS Music Boosters	A-23	500.00	500.00	
Other Special Items:				
False Alarm Revenue	A-11	1,000.00	25.00	(975.00)
New Providence DID - Contribution for BAN P&I	A-22	102,780.50	83,260.00	(19,520.50)
Library Reimbursement	A-11	66,000.00	66,000.00	
Leaf Collection Revenue	A-11	50,000.00	60,000.00	10,000.00
General Capital Fund Balance	A-11	150,000.00	150,000.00	
Berkeley Heights Shared Court	A-11	24,000.00	24,000.00	
Summit Shared Sewer Services	A-11	123,000.00	280,244.89	157,244.89
Multi Family Sewer Fees	A-11	70,000.00	71,700.00	1,700.00
Uniform Fire Safety Act	A-11	17,000.00	24,723.05	7,723.05
Total Miscellaneous Revenues	A-1	3,396,269.10	3,705,833.26	309,564.16
Receipts from Delinquent Taxes	A-1/A-2	255,000.00	313,003.41	58,003.41
Subtotal General Revenues		5,863,269.10	6,230,836.67	367,567.57

## Statement of Revenues - Regulatory Basis

## Current Fund

Year Ended December 31, 2013

Amount to be Raised by Taxes for Support of

Municipal Budget - Local Tax for Municipal

Purposes Including Reserve for Uncollected Taxes

Minimum Library Tax

Total Amt. to be Raised by Taxes for Support of Budget

A-2

11,515,428.12	13,029,106.51	1,513,678.39
836,468.00	836,468.00	
<u>12,351,896.12</u>	<u>13,865,574.51</u>	<u>1,513,678.39</u>

Budget Totals

A-1/A-2

18,215,165.22	20,096,411.18	1,881,245.96
	266,765.88	266,765.88
<u>\$ 18,215,165.22</u>	<u>20,363,177.06</u>	<u>2,148,011.84</u>
		A-3

Adopted Budget A-3

Appropriated by (N.J.S. 40A:4-87) A-3	17,924,812.98
	290,352.24
	<u>18,215,165.22</u>

See Accompanying Notes to Financial Statements

Analysis of Realized RevenuesRef.

Revenue from Collections	A-1/A-8	57,194,513.28
Allocated to School and County Taxes	A-8	<u>45,128,938.77</u>
Balance for Support of Municipal Budget Appropriations		12,065,574.51
Add : Appropriation - Reserve for Uncollected Taxes	A-3	<u>1,800,000.00</u>
Amount for Support of Municipal Budget Appropriations	A-2	<u>13,865,574.51</u>
Receipts from Delinquent Taxes:		
Delinquent Taxes	A-8	<u>313,003.41</u>
	A-2	<u>313,003.41</u>
Licenses - Other:		
Clerk	A-11	4,284.00
Registrar	A-11	117.00
Board of Health	A-11	<u>21,860.00</u>
	A-2	<u>26,261.00</u>

## Statement of Revenues - Regulatory Basis

## Current Fund

Year Ended December 31, 2013

## Fees and Permits - Other:

Clerk	A-11	11,780.16
Building Inspector Other	A-11	650.00
Police	A-11	2,246.87
Engineering Department	A-11	6,895.00
Registrar	A-11	1,995.00
Board of Adjustment	A-11	21,680.00
Planning Board	A-11	220.00

A-2	<u>45,467.03</u>
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## Analysis of Non-budget Revenues

	Ref.	
Other Accounts Receivable	A-12	8,488.60
Hotel Tax		73,280.76
Insurance and Workers' Compensation Refunds		6,360.00
State DMV		1,419.50
Senior Citizens & Veterans Administration Fee		1,927.89
Scrap Metal		8,778.32
Interest on Investments		4,371.37
PSE&G Monopolies		35,846.00
Miscellaneous Donations		2,000.00
FEMA Reimbursements - Sandy		113,189.78
Other Miscellaneous		5,030.43
Miscellaneous Reimbursements		6,073.23
	A-4	<u>258,277.28</u>
	A-2	<u>266,765.88</u>

See Accompanying Notes to Financial Statements

## Borough of New Providence, N.J.

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## Statement of Expenditures - Regulatory Basis

## Current Fund

Year Ended December 31, 2013

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
Operations - within "CAPS"						
Administrative and Executive						
Salaries and Wages	\$	348,003.00	348,003.00	348,003.00		
Other Expenses		121,200.00	121,200.00	119,846.81	1,353.19	
Human Resources (Personnel/Labor Attny)						
Salaries and Wages		33,650.00	33,650.00	33,650.00		
Other Expenses		60,900.00	60,900.00	19,395.08	41,504.92	
Mayor and Council						
Salaries and Wages		33,000.00	33,000.00	32,718.75	281.25	
Other Expenses		6,000.00	6,000.00	3,467.05	2,532.95	
Municipal Clerk						
Salaries and Wages		107,927.00	107,927.00	107,927.00		
Other Expenses		18,200.00	18,200.00	17,045.24	1,154.76	
Financial Administration						
Salaries and Wages		48,891.00	48,891.00	46,982.57	1,908.43	
Other Expenses		52,000.00	52,000.00	29,799.69	22,200.31	
Audit Services						
Other Expenses		40,000.00	40,000.00	29,700.00	10,300.00	
Collection of Taxes						
Salaries and Wages		82,497.00	82,497.00	75,697.57	6,799.43	
Other Expenses		2,150.00	2,150.00	1,733.50	416.50	
Assessment of Taxes						
Salaries and Wages		34,610.00	34,610.00	34,610.00		
Other Expenses		126,300.00	156,300.00	121,812.11	34,487.89	

## Borough of New Providence, N.J.

## Statement of Expenditures - Regulatory Basis

## Current Fund

Year Ended December 31, 2013

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget</u> After Modification	<u>Paid or</u> <u>Charged</u>	<u>Reserved</u>	<u>Unexpended</u> <u>Balance</u> <u>Cancelled</u>
Legal Services and Costs						
Salaries and Wages		40,000.00	40,000.00	40,000.00		
Other Expenses		52,000.00	52,000.00	18,705.59	33,294.41	
Engineering Services and Costs						
Other Expenses		92,000.00	92,000.00	36,206.37	55,793.63	
Planning Board						
Salaries and Wages		5,000.00	5,000.00	985.00	4,015.00	
Other Expenses		37,625.00	37,625.00	32,350.97	5,274.03	
Board of Adjustment						
Salaries and Wages		3,600.00	3,600.00	1,905.00	1,695.00	
Other Expenses		15,750.00	15,750.00	12,238.76	3,511.24	
Insurance:						
General Liability		200,000.00	200,000.00	190,999.00	9,001.00	
Workers' Compensation		275,000.00	275,000.00	271,723.00	3,277.00	
Employee Group Health		1,059,062.00	1,059,062.00	882,371.22	176,690.78	
Health Benefit Waiver		117,094.00	117,094.00	106,873.16	10,220.84	
Municipal Court:						
Salaries and Wages		112,935.00	112,935.00	112,935.00		
Other Expenses		5,300.00	5,300.00	3,136.12	2,163.88	
Public Defender						
Salaries and Wages		2,500.00	2,500.00	2,500.00		
Police						
Salaries and Wages		2,850,628.00	2,850,628.00	2,763,058.17	87,569.83	
Other Expenses		148,600.00	148,600.00	129,242.58	19,357.42	

## Borough of New Providence, N.J.

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## Statement of Expenditures - Regulatory Basis

Current Fund					
Year Ended December 31, 2013					
<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Unexpended Balance Cancelled</u>
Police Dispatch/911					
Salaries and Wages		209,936.00	209,936.00	193,873.83	16,062.17
Other Expenses		53,000.00	11,068.00	2,585.18	8,482.82
Emergency Management Services					
Other Expenses		3,500.00	3,500.00	2,947.89	552.11
Fire					
Other Expenses		239,990.00	239,990.00	230,241.71	9,748.29
Uniform Fire Safety Act (Ch. 383, P.L. 1983)					
Salaries and Wages		35,542.00	35,542.00	35,542.00	
Other Expenses		4,000.00	4,000.00	2,939.84	1,060.16
Road Repairs and Maintenance					
Other Expenses		253,500.00	253,500.00	249,280.54	4,219.46
Public Works					
Salaries and Wages		941,656.00	941,656.00	877,828.54	63,827.46
Other Expenses		11,000.00	11,000.00	3,894.83	7,105.17
Traffic Signal Maintenance					
Other Expenses		10,000.00	12,500.00	11,439.64	1,060.36
Public Buildings and Grounds					
Other Expenses		238,200.00	238,200.00	183,585.02	54,614.98
Fleet Maintenance					
Other Expenses		83,450.00	83,450.00	76,136.06	7,313.94
Solid Waste/Recycling Collections					
Other Expenses		540,300.00	540,300.00	430,640.00	109,660.00
Solid Waste Disposal Costs		347,000.00	347,000.00	306,756.48	40,243.52

## Borough of New Providence, N.J.

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## Statement of Expenditures - Regulatory Basis

## Current Fund

Year Ended December 31, 2013

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
Waste Water Treatment Plant						
Salaries and Wages		336,474.00	336,474.00	324,597.39	11,876.61	
Other Expenses		61,500.00	61,500.00	59,778.96	1,721.04	
Board of Health						
Salaries and Wages		2,000.00	2,000.00	1,191.63	808.37	
Other Expenses		55,925.00	55,925.00	53,706.64	2,218.36	
Animal Control Services						
Other Expenses		24,000.00	24,000.00	19,598.80	4,401.20	
Health Services						
Salaries and Wages		47,486.00	47,486.00	47,483.66	2.34	
Other Expenses		3,550.00	3,550.00	186.64	3,363.36	
Community Activities						
Salaries and Wages		103,494.00	103,494.00	102,711.45	782.55	
Other Expenses		12,000.00	12,000.00	4,119.50	7,880.50	
Senior Citizen Programs						
Salaries and Wages		55,065.00	55,065.00	51,086.59	3,978.41	
Other Expenses		24,850.00	24,850.00	20,575.55	4,274.45	
Tuition Reimbursement Program						
Other Expenses		2,500.00	2,500.00		2,500.00	
Construction Code Official						
Salaries and Wages		335,711.00	285,711.00	270,120.22	15,590.78	
Other Expenses		7,862.00	7,862.00	1,077.14	6,784.86	

## Borough of New Providence, N.J.

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## Statement of Expenditures - Regulatory Basis

## Current Fund

Year Ended December 31, 2013

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
Electricity		280,000.00	280,000.00	174,010.66	105,989.34	
Telephone and Telegraph		50,000.00	50,000.00	33,051.64	16,948.36	
Natural Gas		95,000.00	95,000.00	49,012.20	45,987.80	
Street Lighting		145,000.00	145,000.00	111,174.56	33,825.44	
Water		18,000.00	18,000.00	17,173.01	826.99	
Motor Supplies		150,000.00	150,000.00	126,589.95	23,410.05	
Contingent		500.00	500.00		500.00	
Total Operations within "CAPS"		10,914,413.00	10,854,981.00	9,702,556.06	1,152,424.94	
Detail:						
Salaries and Wages	A-1	5,770,605.00	5,720,605.00	5,505,407.37	215,197.63	
Other Expenses	A-1	5,143,808.00	5,134,376.00	4,197,148.69	937,227.31	
Deferred Charges and Statutory Expenditures - Municipal within "CAPS"						
Statutory Expenditures:						
Contribution to:						
Public Employees' Retirement System		338,238.00	341,670.00	341,669.76	0.24	
Social Security System (O.A.S.I.)		470,000.00	470,000.00	418,928.73	51,071.27	
Police and Firemen's Retirement System of N.J.		574,367.00	574,367.00	574,367.00		
Defined Contribution Retirement Plan		12,000.00	12,000.00	3,547.95	8,452.05	
Total Deferred Charged and Statutory Expenditures - Municipal within "CAPS"	A-1	1,394,605.00	1,398,037.00	1,338,513.44	59,523.56	

## Borough of New Providence, N.J.

## Statement of Expenditures - Regulatory Basis

## Current Fund

Year Ended December 31, 2013

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	Unexpended Balance Cancelled
Total General Appropriations for Municipal Purposes within "CAPS"		12,309,018.00	12,253,018.00	11,041,069.50	1,211,948.50	
Operations - Excluded from "CAPS"						
Maintenance of Free Public Library		836,468.00	836,468.00	836,468.00		
Employee Group Health Insurance		51,844.00	51,844.00			51,844.00
Sewer System						
Joint Meeting Expenses		610,000.00	666,000.00	665,016.00		984.00
Berkley Heights Expenses		15,000.00	15,000.00	6,021.23		8,978.77
Emergency Services Volunteer Length of Service Award Program		30,000.00	30,000.00			30,000.00
Reserve for Tax Appeals		25,000.00	25,000.00	25,000.00		
Fair Housing Act of 1985						
Council on Affordable Housing						
Salaries and Wages		6,500.00	6,500.00			6,500.00
Public and Private Programs Offset by Revenues						
Drunk Driving Enforcement Fund		2,849.85	2,849.85	2,849.85		
Body Armor Grant		2,601.58	2,601.58			2,601.58
Clean Communities		22,341.14	22,341.14	22,341.14		
Alcohol Education and Rehab Grant		211.10	211.10			211.10
Recycling Tonnage Grant		19,154.64	19,154.64	19,154.64		
Bulletproof Vest Partnership		800.00	800.00	800.00		
CDBG - Senior Citizen High Risk Health Services		5,000.00	5,000.00	5,000.00		
CDBG - Senior Exercise, Arts and Crafts		4,400.00	4,400.00	4,400.00		
CDBG - Senior Citizen Transportation		3,900.00	3,900.00	3,900.00		
Donation for Senior Bus		50,000.00	50,000.00	50,000.00		

## Borough of New Providence, N.J.

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## Statement of Expenditures - Regulatory Basis

## Current Fund

Year Ended December 31, 2013

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
Union County - Streetfair Contribution		3,000.00	3,000.00	3,000.00		
Union County - Heart Grant		1,000.00	1,000.00	1,000.00		
Municipal Alliance on Alcoholism and Drug Abuse		17,583.00	17,583.00	16,476.00		1,107.00
Municipal Alliance on Alcoholism and Drug Abuse - Local Share		4,396.00	4,396.00	4,119.00		277.00
NPHS Music Boosters		500.00	500.00	500.00		
 Total Operations - Excluded from "CAPS"		<u>1,712,549.31</u>	<u>1,768,549.31</u>	<u>1,668,858.54</u>	<u>98,306.77</u>	<u>1,384.00</u>
Detail:						
Salaries & Wages	A-1	6,500.00	6,500.00		6,500.00	
Other Expenses	A-1	<u>1,706,049.31</u>	<u>1,762,049.31</u>	<u>1,668,858.54</u>	<u>91,806.77</u>	<u>1,384.00</u>
 Capital Improvements:						
Capital Improvement Fund		150,000.00	150,000.00	150,000.00		
NJ Transportation Trust Fund Authority Act		200,000.00	200,000.00	200,000.00		
 Total Capital Improvements Excluded from "CAPS"	A-1	<u>350,000.00</u>	<u>350,000.00</u>	<u>350,000.00</u>		
 Municipal Debt Service:						
Payment of Bond Principal		1,200,000.00	1,200,000.00	1,200,000.00		
Interest on Bonds		324,315.00	324,315.00	324,315.00		
NJ Waste Water Treatment Loan						
Series 1998F Loan - Principal & Interest		<u>269,282.91</u>	<u>269,282.91</u>	<u>240,450.32</u>		<u>28,832.59</u>
 Total Municipal Debt Service-Excluded from "CAPS"	A-1	<u>1,793,597.91</u>	<u>1,793,597.91</u>	<u>1,764,765.32</u>		<u>28,832.59</u>

## Borough of New Providence, N.J.

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## Statement of Expenditures - Regulatory Basis

## Current Fund

Year Ended December 31, 2013

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance</u>	<u>Cancelled</u>
Deferred Charges:							
Deferred Cahrges to Future Taxation - Unfunded Ordinance 12-08 Various Capital Improvements		250,000.00	250,000.00	250,000.00			
Total Deferred Charges - Municipal - Excluded from "CAPS"	A-1	250,000.00	250,000.00	250,000.00			
Total General Appropriations for Municipal Purposes Excluded from "CAPS"		4,106,147.22	4,162,147.22	4,033,623.86	98,306.77	30,216.59	
Subtotal General Appropriations		16,415,165.22	16,415,165.22	15,074,693.36	1,310,255.27	30,216.59	
Reserve for Uncollected Taxes		1,800,000.00	1,800,000.00	1,800,000.00			
Total General Appropriations		\$ 18,215,165.22	18,215,165.22	16,874,693.36	1,310,255.27	30,216.59	
Adopted Budget A-2			17,924,812.98				
Appropriated by (N.J.S.A. 40A:4-87) A-2			290,352.24				
			<u>18,215,165.22</u>				

## Borough of New Providence, N.J.

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## Statement of Expenditures - Regulatory Basis

## Current Fund

Year Ended December 31, 2013

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
<u>Analysis of Paid or Charged</u>						
Reserve for Uncollected Taxes	A-2			1,800,000.00		
Cash Disbursed	A-4			14,072,562.90		
Encumbrances Payable	A-16			390,777.15		
Interfund - General Capital	A-14			250,000.00		
Reserve for Tax Appeals	A-22			25,000.00		
Reserve for Federal and State Grants	A-24			332,234.31		
Matching Funds for Federal and State Grants	A-4,A-24			4,119.00		
				<u>16,874,693.36</u>		

See Accompanying Notes to Financial Statements

## Comparative Balance Sheet - Regulatory Basis

## Trust Funds

December 31, 2013 and 2012

	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
<u>Assets</u>			
Assessment Fund:			
Due from Current Fund	B-5	\$ 790.40	790.40
		<u>790.40</u>	<u>790.40</u>
Animal License Fund:			
Cash	B-2	21,955.32	13,871.24
Cash - License Collector	B-4	15.00	35.00
		<u>21,970.32</u>	<u>13,906.24</u>
Other Trust Funds:			
Cash	B-2	2,048,196.35	2,080,701.36
Cash - Payroll	B-11	49,037.52	48,099.00
Due from Current Fund (Open Space)	B-5	78.76	49.21
Due from Current Fund (Public Defender)	B-5	175.00	175.00
Other Accounts Receivable	B-6	3,978.81	3,628.62
		<u>2,101,466.44</u>	<u>2,132,653.19</u>
Emergency Services Volunteer Length of Service Award Program: (Unaudited)			
Cash in Plan	B-2	320,976.52	250,730.53
Contributions Receivable	B-15	24,500.00	21,000.00
		<u>345,476.52</u>	<u>271,730.53</u>
Total Assets		\$ 2,469,703.68	2,419,080.36

See Accompanying Notes to Financial Statements

## Comparative Balance Sheet - Regulatory Basis

## Trust Funds

December 31, 2013 and 2012

<u>Liabilities, Reserves &amp; Fund Balance</u>	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
Assessment Fund:			
Fund Balance	B-1	\$ 790.40	790.40
		<u>790.40</u>	<u>790.40</u>
Animal License Fund:			
Interfund - Current Fund	B-5	6,972.32	
Reserve for Dog Fund Expenditures	B-7	14,996.80	13,903.84
Due to State of New Jersey	B-8	1.20	2.40
		<u>21,970.32</u>	<u>13,906.24</u>
Other Trust Fund:			
Interfund - Current Fund (Other Trust)	B-5	3.52	8.76
Interfund - Current Fund (Recreation Trust)	B-5	10,000.00	10,000.00
Interfund - General Capital (Open Space Trust)	B-9		75,000.00
Various Other Trust Funds	B-10	851,177.73	856,966.95
Payroll Deductions	B-11	49,037.52	48,099.00
Reserve for:			
Construction and Other Deposits	B-12	530,898.95	512,678.67
Unemployment Insurance Trust Fund	B-13	22,652.29	22,190.21
Municipal Open Space	B-14	637,696.43	607,709.60
		<u>2,101,466.44</u>	<u>2,132,653.19</u>
Emergency Services Volunteer Length of Service Award Program: (Unaudited)			
Net Assets Available for Benefits	B-16	345,476.52	271,730.53
		<u>345,476.52</u>	<u>271,730.53</u>
Total Liabilities, Reserves & Fund Balance		\$ 2,469,703.68	2,419,080.36

See Accompanying Notes to Financial Statements

**Borough of New Providence , N.J.**

**Statement of Fund Balance - Regulatory Basis**

**Assessment Trust Fund**

**Year Ended December 31, 2013**

	<u>Ref.</u>	
Balance - December 31, 2012	B	<u>\$ 790.40</u>
Balance - December 31, 2013	B/B-3	<u>\$ 790.40</u>

See Accompanying Notes to Financial Statements

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## Borough of New Providence, N.J.

## Comparative Balance Sheet - Regulatory Basis

## General Capital Fund

December 31, 2013 and 2012

	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
<b><u>Assets</u></b>			
Cash	C-2/C-3	\$ 313,455.21	2,428,956.68
Various Receivables	C-4	441,900.47	92,492.97
Deferred Charges to Future Taxation:			
Funded	C-5	11,945,000.00	13,400,000.00
Unfunded	C-6	5,290,019.74	2,545,321.24
Interfund - Current Fund	C-7	249,998.14	62,174.45
Interfund - Municipal Open space Trust	C-8		75,000.00
		<u>18,240,373.56</u>	<u>18,603,945.34</u>
<b><u>Liabilities, Reserves and Fund Balance</u></b>			
NJEIT Trust/Loans Payable	C-9	270,000.00	525,000.00
General Serial Bonds	C-10	11,675,000.00	12,875,000.00
Improvement Authorizations:			
Funded	C-11	1,935,045.59	2,193,589.12
Unfunded	C-11	4,017,746.75	2,509,425.00
Capital Improvement Fund	C-12	559.13	8,909.13
Reserve for:			
Debt Service	C-13	124,394.00	90,394.00
Voluntary Agreements	C-14	33,492.97	67,492.97
Fund Balance	C-1	<u>184,135.12</u>	<u>343,921.82</u>
	\$	<u>18,240,373.56</u>	<u>18,613,732.04</u>

Footnote: There were \$5,290,019.74 and \$2,545,321.24 of Bonds and Notes Authorized But Not Issued per Exhibit C-15 on December 31, 2013 and 2012

See Accompanying Notes to Financial Statements

**Borough of New Providence, N.J.****Comparative Statement of Changes in Fund Balance - Regulatory Basis****General Capital Fund****Year Ended December 31, 2013**

	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
Balance - December 31, 2012	C	\$ 334,135.12	343,921.82
Increased by:			
Premium on Sale of Bonds			147,050.80
Premium on Sale of Bond Anticipation Notes			3,162.50
		<u>334,135.12</u>	<u>494,135.12</u>
Decreased by:			
Appropriated to Finance Improvement Authorization			10,000.00
Appropriated to Current Year Budget Revenue	C-7	<u>150,000.00</u>	<u>150,000.00</u>
Balance - December 31, 2013	C,C-3	\$ <u>184,135.12</u>	<u>334,135.12</u>

See Accompanying Notes to Financial Statements

## GENERAL FIXED ASSET ACCOUNT GROUP

**Exhibit D****Borough of New Providence , N.J.****Comparative Statement of General Fixed Assets****December 31, 2013 and 2012**

	<u>2013</u>	<u>2012</u>
<u>General Fixed Assets:</u>		
Buildings and Construction	\$ 11,301,159.80	\$ 11,406,253.59
Machinery and Equipment	7,026,720.15	4,747,847.24
Land Improvements	266,541.45	266,541.45
Underground Equipment & Utilities	<u>1,157,802.00</u>	<u>1,163,811.00</u>
	<u>\$ 19,752,223.40</u>	<u>\$ 17,584,453.28</u>
Investment in Fixed Assets	<u>\$ 19,752,223.40</u>	<u>\$ 17,584,453.28</u>

See Accompanying Notes to Financial Statements

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**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

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

The financial statements of the Borough of New Providence have been prepared in conformity with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division") which is a comprehensive basis of accounting other than generally accepted accounting principles. Such principles and practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Under this method of accounting, the Borough accounts for its financial transactions through the following separate funds which differ from the fund structure required by GAAP.

**A. Reporting Entity**

The Borough of New Providence (the "Borough") operates under a Mayor/Council form of government. There are six elected members on the Council. Each is elected to a three year term. The Mayor is elected in a general election for a four year term. The Mayor carries a legislative vote only if there is a tie amongst Council members. The Borough's major operations include public safety, road repair and maintenance, sanitation, fire protection, recreation and parks, health services, and general administrative services.

GASB has issued Statement No. 14 which requires the financial reporting entity to include both the primary government and those component units for which the primary government is financially accountable. Financial accountability is defined as appointment of a voting majority of the component unit's board, and either a) the ability to impose will by the primary government, or b) the possibility that the component unit will provide a financial benefit to or impose a financial burden on the primary government.

However, the municipalities in the State of New Jersey do not prepare financial statements in accordance with GAAP and thus do not comply with all of the GASB pronouncements. The financial statements contained herein include only those boards, bodies, officers or commissions as required by NJS 40A:5-5. Accordingly, the financial statements of the Borough do not include the Free Public Library, which is considered a component unit under GAAP. Complete financial statements of the above component can be obtained by contacting the Treasurer of the respective entity.

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)**

**B. Measurement Focus, Basis of Accounting and Basis of Presentation**

The Borough uses funds, as required by the Division, to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial administration by segregating transactions related to certain Borough functions or activities. An account group, on the other hand, is designed to provide accountability for certain assets and liabilities that are not recorded in those Funds.

The Borough has the following funds and account groups:

**Current Fund** - This fund accounts for resources and expenditures for governmental operations of a general nature, including Federal and State grants.

**Trust Funds** - Trust Funds are used to account for assets held by the government in a trustee capacity. Funds held by the Borough as an agent for individual, private organizations, or other governments are recorded in the Trust Funds.

**Assessment Trust** - This fund deals with the hauling of special assessment levies against property for the cost of an improvement, the whole or a part of which costs are levied against the property receiving the benefit.

**All Other Trust Funds** - These funds are established to account for the assets and resources which are also held by the Borough as a trustee or agent for individuals, private organizations, other governments and/or other funds.

**Animal Control Fund** - This fund is used to account for fees collected from dog licenses and expenditures which are regulated by NJS 4:19-15.11.

**Emergency Services Volunteer Length of Service Awards Program** - This fund is used to account for the cumulative payments to participant's in the emergency services volunteer length of service award program including any income, gains, losses or increases or decreases in market value attributable to the interest of the participant's length of service awards.

**General Capital Fund** - This fund is used to account for the receipt and disbursement of funds used for acquisition or improvement of general capital facilities, other than those acquired in the Current Fund.

**General Fixed Asset Account Group** - To account for all fixed assets of the Borough. The Borough's infrastructure is not reported in the group.

**BOROUGH OF NEW PROVIDENCE**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2013 AND 2012**  
**(CONTINUED)**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)**

**Basis of Accounting**

A modified accrual basis of accounting is followed by the Borough of New Providence. Under this method of accounting revenues, except State/Federal Aid, are recognized when received and expenditures are recorded, when incurred. The accounting principles and practices prescribed for municipalities by the Division differ in certain respects from generally accepted accounting principles (GAAP) applicable to local government units. The more significant differences are as follows:

**Property Tax Revenues** - Real property taxes are assessed locally, based upon the assessed value of the property. The tax bill includes a levy for Municipal, County, and School purposes. The bills are mailed annually in June for that calendar year's levy. Taxes are payable in four quarterly installments on February 1, May 1, August 1, and November 1. The amounts of the first and second installments are determined as one quarter of the total tax levied against the property for the preceding year. The installment due the third and fourth quarters is determined by taking the current year levy less the amount previously charged for the first and second installments, with the remainder being divided equally. If unpaid on these dates, the amount due becomes delinquent and subject to interest at 8% per annum, or 18% on any delinquency amount in excess of \$1,500. The school levy is turned over to the Board of Education as expenditures are incurred, and the balance, if any, must be transferred as of June 30, of each fiscal year. County taxes are paid quarterly on February 15, May 15, August 15 and November 15, to the County by the Borough. When unpaid taxes or any municipal lien, or part thereof, on real property, remains in arrears on April first in the year following the calendar year levy when the same became in arrears, the collector in the municipality shall subject to the provisions of the New Jersey Statutes enforce the lien by placing the property on a tax sale. Annual in rem tax foreclosure proceedings are instituted to enforce the tax collection or acquisition of title to the property by the Borough. In accordance with the accounting principles prescribed by the State of New Jersey, current and delinquent taxes are realized as revenue when collected. Since delinquent taxes and liens are fully reserved, no provision has been made to estimate that portion of the taxes receivable and tax title liens that are uncollectible. GAAP requires property tax revenues to be recognized in the accounting period when they become susceptible to accrual, reduced by an allowance for doubtful accounts.

**Miscellaneous Revenues** - Miscellaneous revenues are recognized on a cash basis. Receivables for the miscellaneous items that are susceptible to accrual are recorded with offsetting reserves on the balance sheet of the Borough's Current Fund. GAAP requires such revenues to be recognized in the accounting period when they become susceptible to accrual.

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

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)**

**Basis of Accounting, (continued)**

Budgets and Budgetary Accounting - An annual budget is required to be adopted and integrated into the accounting system to provide budgetary control over revenues and expenditures for the current fund. Budget amounts presented in the accompanying financial statements represent amounts adopted by the Borough and approved by the State Division of Local Government Services per N.J.S.A. 40A:4 et seq.

The Borough is not required to adopt budgets for the following funds:

General Capital Fund  
Trust Funds

The governing body shall introduce and approve the annual budget not later than February 10, of the fiscal year. The budget shall be adopted not later than March 20, and prior to adoption must be certified by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. The Director of the Division of Local Government Services, with the approval of the Local Finance Board may extend the introduction and approval and adoption dates of the municipal budget. The budget is prepared by fund, function, activity and line item (salary or other expense) and includes information on the previous year. The legal level of control for appropriations is exercised at the individual line item level for all operating budgets adopted. Emergency appropriations, those made after the adoption of the budget and determination of the tax rate, may be authorized by the governing body of the municipality. During the last two months of the fiscal year, the governing body may, by a 2/3 vote, amend the budget through line item transfers. Management has no authority to amend the budget without the approval of the Governing Body. Expenditures may not legally exceed budgeted appropriations at the line item level. During 2013, the Borough Council increased the original budget by \$290,352.24. The increase was funded by \$290,352.24 of additional grants and contributions given to the Borough. In addition, several budget transfers were approved by the governing body.

Expenditures - Are recorded on the "budgetary" basis of accounting. Generally, expenditures are recorded when an amount is encumbered for goods or services through the issuance of a purchase order in conjunction with an encumbrance accounting system. Outstanding encumbrances at December 31, are reported as a cash liability in the financial statements. Unexpended or uncommitted appropriations, at December 31, are reported as expenditures through the establishment of appropriation reserves unless canceled by the governing body. GAAP requires expenditures to be recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt, which should be recognized when due.

**BOROUGH OF NEW PROVIDENCE**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2013 AND 2012**  
**(CONTINUED)**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)**

**Basis of Accounting, (continued)**

**Encumbrances** - Contractual orders outstanding at December 31, are reported as expenditures through the establishment of an encumbrance payable. Encumbrances do not constitute expenditures under GAAP.

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

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

**Property Acquired for Taxes** - Is recorded in the Current Fund at the assessed valuation when such property was acquired and fully reserved. GAAP requires such property to be recorded in the General Fixed Assets Account Group at market value on the date of acquisition.

**Interfunds** - 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. GAAP does not require the establishment of an offsetting reserve.

**Inventories** - The costs 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.

**Cash and Investments** - Cash includes amounts in demand deposits as well as short-term investments with a maturity date within one year of the date acquired by the government. Investments are stated at cost which approximates fair value and are limited by N.J.S.A. 40A:5-15.1(a).

**Deferred Charges to Future Taxation Funded and Unfunded** - Upon the authorization of capital projects, the Borough establishes deferred charges for the costs of the capital projects to be raised by future taxation. Funded deferred charges relate to permanent debt issued, whereas unfunded deferred charges relate to temporary or nonfunding of the authorized cost of capital projects. According to N.J.S.A. 40A:2-4, the Borough may levy taxes on all taxable property within the local unit to repay the debt. Annually, the Borough raises the debt requirements for that particular year in the current budget. As the funds are raised by taxation, the deferred charges are reduced.

**BOROUGH OF NEW PROVIDENCE**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2013 AND 2012**  
**(CONTINUED)**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)**

**Basis of Accounting, (continued)**

General Fixed Assets - The Borough of New Providence has developed a fixed assets accounting and reporting system, as promulgated by the Division of Local Government Services, which differs in certain respects from generally accounting principles.

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 land which is valued at estimated market value.

No depreciation has been provided for in the financial statements.

Expenditures for construction in progress are recorded in the Capital Funds until such time as the construction is completed and put into operation.

Fixed assets acquired through grants in aid or contributed capital have not been accounted for separately.

GAAP requires that fixed assets be capitalized at historical or estimated historical cost if actual historical cost is not available.

Use of Estimates - The preparation of financial statements requires management of the Borough to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Comparative Data - Comparative data for the prior year has been presented in the accompanying balance sheets and statements of operations in order to provide an understanding of changes in the Borough's financial position and operations. However, comparative data have not been presented in all statements because their inclusion would make certain statements unduly complex and difficult to understand.

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)**

**Basis of Accounting, (continued)**

**C. Basic Financial Statements**

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

**NOTE 2: CASH, CASH EQUIVALENTS AND INVESTMENTS**

**Cash**

**Custodial Credit Risk - Deposits**

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The Borough's policy is based on New Jersey Statutes requiring cash be deposited only in New Jersey based banking institutions that participate in New Jersey Governmental Depository Protection Act (GUDPA) or in qualified investments established in New Jersey Statutes 40A:5-15.1(a) that are treated as cash equivalents. As of December 31, 2013, \$-0- of the Borough's bank balance of \$9,047,698.79 was exposed to custodial credit risk.

**Investments**

**Investment Rate Risk**

The Borough does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. However, New Jersey Statutes 40A:5-15.1(a) limits the length of time for most investments to 397 days.

**Credit Risk**

New Jersey Statutes 40A:5-15.1(a) limits municipal investments to those specified in the Statutes. The type of allowance investments are Bonds of the United States of America, bonds or other obligations of the towns or bonds or other obligations of the local unit or units within which the town is located: obligations of federal agencies not exceeding 397 days; government money market mutual funds; the State of New Jersey Cash Management Plan; local government investment pools; or repurchase of fully collateralized securities.

**BOROUGH OF NEW PROVIDENCE**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2013 AND 2012**  
**(CONTINUED)**

**NOTE 2: CASH, CASH EQUIVALENTS AND INVESTMENTS, (continued)**

**Concentration of Credit Risk**

The Borough places no limit on the amount the Borough may invest in any one issuer.

**Unaudited Investments**

As more fully described in Note 16, the Borough has created a Length of Service Award Program (LOSAP) for emergency service volunteers. The LOSAP investments are similar to those allowed in a deferred compensation program as specified in NJSA 43:15B-1 et. seq. except that all investments are retained in the name of the Borough. All investments are valued at fair value. In accordance with NJAC 5:30-14.37, the investments are maintained by Lincoln Financial Group, which is an authorized provider approved by the Division of Local Government Services. The balance in the account on December 31, 2013 and 2012 amounted to \$320,976.52 and \$250,730.53, respectively.

The following investments represent 5% or more of the total invested with Lincoln Financial Group on December 31, 2013 and 2012:

	<u>2013</u>	<u>2012</u>
Growth	\$178,419.27	\$117,181.65
Fixed Income	74,137.00	68,096.51
Income	33,753.97	21,877.99
Growth and Income	19,356.37	13,918.43
All Others	<u>15,309.91</u>	<u>29,655.95</u>
<b>Total</b>	<b><u>\$320,976.52</u></b>	<b><u>\$250,730.53</u></b>

**NOTE 3: MUNICIPAL DEBT**

Long-term debt as of December 31, 2013 consisted of the following:

	<u>Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>	<u>Amounts Due Within One Year</u>
Bonds Payable - General					
Obligation Debt	\$12,875,000.00	\$	\$1,200,000.00	\$11,675,000.00	\$1,155,000.00
Other Liabilities:					
N.J. Environmental Infrastructure:					
Trust	<u>525,000.00</u>	<u>—</u>	<u>255,000.00</u>	<u>270,000.00</u>	<u>270,000.00</u>
	<u><b>\$13,400,000.00</b></u>	<u><b>\$0.00</b></u>	<u><b>\$1,455,000.00</b></u>	<u><b>\$11,945,000.00</b></u>	<u><b>\$1,425,000.00</b></u>

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 3: MUNICIPAL DEBT, (continued)**

The Local Bond Law governs the issuance of bonds and notes to finance capital expenditures. General obligation bonds have been issued for the general capital fund. All bonds are retired in serial installments within the statutory period of usefulness. Bonds issued by the Borough are general obligation bonds, backed by the full faith and credit of the Borough. Bond anticipation notes, which are issued to temporarily finance capital projects, must be paid off within ten years and five months or retired by the issuance of bonds.

The Borough's debt is summarized as follows:

	<u>Year 2013</u>	<u>Year 2012</u>	<u>Year 2011</u>
<u>Issued:</u>			
General:			
Bonds and Notes	\$11,675,000.00	\$12,875,000.00	\$10,823,240.00
Loans	<u>270,000.00</u>	<u>525,000.00</u>	<u>850,352.54</u>
Total Issued	<u>11,945,000.00</u>	<u>13,400,000.00</u>	<u>11,673,592.54</u>
<u>Authorized But Not Issued</u>			
General:			
Bonds and Notes	<u>5,290,019.74</u>	<u>2,545,321.24</u>	<u>3,639,245.00</u>
Net Bonds and Notes Issued and Authorized But Not Issued	<u>\$17,235,019.74</u>	<u>\$15,945,321.24</u>	<u>\$15,312,837.54</u>

**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 indicates a statutory net debt of .683%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local School District	\$11,145,000.00	\$11,145,000.00	\$0.00
General Debt	<u>17,235,019.74</u>	<u>124,394.00</u>	<u>17,110,625.74</u>
	<u>\$28,380,019.74</u>	<u>\$11,269,394.00</u>	<u>\$17,110,625.74</u>

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 3: MUNICIPAL DEBT, (continued)**

Net Debt \$17,110,625.74 divided by equalized valuation basis per N.J.S. 40A:2-2 as amended, \$2,504,643,750.00 = .683%.

**BORROWING POWER UNDER N.J.S. 40A:2-6 AS AMENDED**

3 1/2% of Equalized Valuation Basis (Municipal)	\$87,662,531.25
Net Debt	<u>17,110,625.74</u>
Remaining Borrowing Power	<u>\$70,551,905.51</u>

The Borough's bonded debt consisted of the following at December 31, 2013:

Paid by Current Fund:	Amount <u>Outstanding</u>
General Improvement Bonds - \$4,165,000.00 issued August 1, 2006 due through August 1, 2021 with variable interest rates of 4.125% to 4.250%	\$2,680,000.00
Refunding Bonds - \$790,000.00 issued April 10, 2012 due through July 15, 2015 with an interest rate of 1.50%	395,000.00
General Improvement Bonds - \$8,910,000.00 issued May 15, 2012 due through May 15, 2027 with variable interest rates of 2.00% to 2.125%	<u>8,600,000.00</u>
	<u><b>\$11,675,000.00</b></u>

General Capital Serial Bonds are direct obligations of the Borough for which its full faith and credit are pledged and are payable from taxes levied on all taxable property located within the Borough.

**BOROUGH OF NEW PROVIDENCE**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2013 AND 2012**  
**(CONTINUED)**

**NOTE 3: MUNICIPAL DEBT, (continued)**

**SCHEDULE OF ANNUAL DEBT SERVICE FOR PRINCIPAL AND INTEREST BONDED DEBT ISSUED AND OUTSTANDING.**

General			
Calendar Year	Principal	Interest	Total
2014	\$1,155,000.00	\$285,190.00	\$1,440,190.00
2015	1,140,000.00	255,890.00	1,395,890.00
2016	950,000.00	226,815.00	1,176,815.00
2017	950,000.00	200,590.00	1,150,590.00
2018	950,000.00	174,365.00	1,124,365.00
2019	950,000.00	148,140.00	1,098,140.00
2020	950,000.00	121,915.00	1,071,915.00
2021	910,000.00	95,265.00	1,005,265.00
2022	620,000.00	70,215.00	690,215.00
2023	620,000.00	57,815.00	677,815.00
2024	620,000.00	45,415.00	665,415.00
2025	620,000.00	33,015.00	653,015.00
2026	620,000.00	20,228.00	640,228.00
2027	<u>620,000.00</u>	<u>6,820.00</u>	<u>626,820.00</u>
	<u><u>\$11,675,000.00</u></u>	<u><u>\$1,741,678.00</u></u>	<u><u>\$13,416,678.00</u></u>

At December 31, 2013, the Borough had authorized but not issued debt of \$5,290,019.74.

**N.J. WASTEWATER TREATMENT FINANCING PROGRAM**

The Borough of New Providence entered into two loan agreements, as evidenced by Resolution Number 94-134 adopted August 8, 1994, with the New Jersey Waste Water Treatment Trust (the "Trust Loan") and the State of New Jersey, acting by and through the Department of Environmental Protection and Energy (the "Fund Loan"). The purpose of these loans is to finance the construction of a Waste Water Treatment Facility.

The Borough made drawdowns against these loans for eligible expenditures as stated in the loan agreements after the expenditures had been incurred.

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 3: MUNICIPAL DEBT, (continued)**

Loans payable in the amount of \$270,000.00 are detailed as follows:

Calendar Year	Series 1998F Trust Loan			Net Payments
	Principal	Interest	Less Credits	
2014	<u>\$270,000.00</u>	<u>\$8,775.00</u>	<u>(\$36,790.87)</u>	<u>\$241,984.13</u>

**NOTE 4: BOND ANTICIPATION NOTES**

The Borough issues bond anticipation notes to temporarily fund various capital projects prior to the issuance of serial bonds. The term of the notes cannot exceed one year but the notes may be renewed from time to time for a period not exceeding one year. Generally, such notes must be paid no later than the first day of the fifth month following the close of the tenth fiscal year following the date of the original notes. The State of New Jersey also prescribes that on or before the third anniversary date of the original note a payment of an amount at least equal to the first legally payable installment of the bonds in anticipation of which such notes were issued be paid or retired. A second and third legal installment must be paid if the notes are to be renewed beyond the fourth and fifth anniversary date of the original issuance.

On December 31, 2013, the Borough did not have any outstanding general capital bond anticipation notes.

**NOTE 5: DEFERRED CHARGES TO BE RAISED IN SUCCEEDING BUDGETS**

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2013, there were no deferred charges shown on the balance sheets of the various funds.

**NOTE 6: SCHOOL TAXES**

Regulations provide for the deferral of not more than 50% of the annual levy when school taxes are raised for a school year and have not been requisitioned by the school district. The Borough raises its share of local school district taxes on a calendar year basis; hence there is no deferral of school taxes.

**BOROUGH OF NEW PROVIDENCE**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2013 AND 2012**  
**(CONTINUED)**

**NOTE 7: PENSION PLANS**

Description of Systems:

Substantially all of the Borough's employees participate in one of the following contributory defined benefit public employee retirement systems which have been established by State statute: the Police and Firemens' Retirement System (PFRS) or the Public Employees' Retirement System (PERS). These systems are sponsored and administered by the State of New Jersey. The Public Employees' Retirement System and the Police and Firemens' Retirement System (PFRS) are considered a cost sharing multiple-employer plans. According to the State of New Jersey Administrative Code, all obligations of the systems will be assumed by the State of New Jersey should the systems terminate.

*Public Employees' Retirement System (PERS)*

The Public Employees' Retirement System was established in January, 1955 under the provisions of N.J.S.A. 43:15A to provide coverage including post-retirement health care to certain qualified members. Membership is mandatory for substantially all full time employees of the State 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. Vesting occurs after 8-10 years of service and 25 years for health care coverage. Members are eligible for retirement at age 60 with an annual benefit generally determined to be 1/55th of the average annual compensation for the highest three fiscal years' compensation for each year of membership during years of creditable service. Early retirement is available to those under age 60 with 25 or more years of credited service. 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 contributions. In case of death before retirement, members' beneficiaries are entitled to full interest credited to the members' accounts.

Chapter 103, P.L. 2007 amended the early retirement reduction formula for members hired on or after July 1, 2007 and retiring with 25 years of service to be reduced by 1% for every year between age 55 and 60, plus 3% for every year under age 55.

Chapter 89, P.L. 2008 increased the PERS eligibility age for unreduced benefits from age 60 to age 62 for members hired on or after November 1, 2008; increased the minimum annual compensation required for membership eligibility for new members. Also, it amended the early retirement reduction formula for members hired on or after November 1, 2008 and retiring with 25 years of service to be reduced by 1% for every year between age 55 and 62, plus 3% for every year under age 55.

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 7: PENSION PLANS, (continued)**

Description of Systems, (continued)

*Public Employees' Retirement System (PERS)*, (continued)

Chapter 1, P.L. 2010, effective May 21, 2010, changed the membership eligibility criteria for new members of PERS from the amount of compensation to the number of hours worked weekly. Also, it returned the benefit multiplier for new members of PERS to 1/60 from 1/55, and it provided that new members of PERS have the retirement allowance calculated using the average annual compensation for the last five years of service instead of the last three years of service. New members of PERS will no longer receive pension service credit from more than one employer. Pension service credit will be earned for the highest paid position only. This law also closed the Prosecutors Part of the PERS to new members and repealed the law for new members that provided a non-forfeitable right to receive a pension based on the laws of the retirement system in place at the time 5 years of pension service credit is attained. The law also requires the State to make its full pension contribution, defined as 1/7th of the required amount, beginning in fiscal year 2012.

Chapter 3, P.L. 2010, effective May 21, 2010, replaced the accidental and ordinary disability retirement for new members of PERS with disability insurance coverage similar to that provided by the State to individuals enrolled in the State's Defined Contribution Retirement Program.

Chapter 78, P.L. 2011, provides that new members of PERS hired on or after June 28, 2011 (Tier 5 members) will need 30 years of creditable service and age 65 for receipt of the early retirement benefit without a reduction of  $\frac{1}{4}$  of 1% for each month that the member is under age 65. Tier 5 members will be eligible for a service retirement benefit at age 65.

*Police and Firemens' Retirement System (PFRS)*

The Police and Firemens' Retirement System was established in July 1944 under the provisions of N.J.S.A. 43:16A to provide retirement, death and disability benefits to its members. Membership is mandatory for all full time county and municipal police and firemen, and state firemen or officer employees with police powers appointed after June 30, 1944.

Enrolled members of the Police and Firemens' Retirement System may retire at age 55 with no minimum service requirement. The annual allowance is equal to 2% of the members' final compensation for each year of service up to 30 years, plus 1% of each year of creditable service over 30 years. Final compensation equals the compensation for the final year of service prior to retirement. Special retirement is permitted to members who have 25 or more years of creditable service in the system.

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 7: PENSION PLANS, (continued)**

Description of Systems, (continued)

*Police and Firemens' Retirement System (PFRS)*, (continued)

Benefits fully vest on reaching 10 years of service. Members are always fully vested for their own contributions. In the case of death before retirement, members' beneficiaries are entitled to full payment of members' contributions.

Chapter 1, P.L. 2010, effective May 21, 2010, eliminated the provision in PFRS that would permit a member to retire, at any age after 25 years of service credit, on a special retirement allowance of 70% of final compensation after the retirement system reaches a funded level of 104%. Also, for new members of PFRS, the law capped the maximum compensation that can be used to calculate a pension from the plan at the annual wage contribution base for Social Security, and requires the pension to be calculated using a three year average annual compensation instead of the last year's salary.

The State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, issues publicly available financial reports that include the financial statements and required supplementary information for PERS and PFRS. The financial reports may be obtained by writing to the State of New Jersey, Department of the Treasury, Divisions of Pensions and Benefits, P.O. Box 295, Trenton, NJ 08625-0295.

Contribution Requirements

The contribution policy is set by laws of the State of New Jersey and, in most retirement systems, contributions are required by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. The pension funds provide for employee contributions based on 5.5% for PERS. This amount will increase to 6.5% plus an additional 1% phased in over 7 years beginning 2012 and 8.5% for PFRS, which increased to 10% in October 2011, of the employee's annual compensation, as defined by law. Employers are required to contribute at an actuarially determined rate in all Funds except the SACT. The actuarially determined employer contribution includes funding for cost-of-living adjustments and noncontributory death benefits in the PERS and PFRS. In the PERS and PFRS, the employer contribution includes funding for post-retirement medical premiums.

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 7: PENSION PLANS, (continued)**

Contribution Requirements, (continued)

The Borough's contribution to the various plans, equal to the required contributions for each year, were as follows:

<u>Year</u>	<u>PERS</u>	<u>PFRS</u>
2013	\$338,238.00	\$574,367.00
2012	346,019.00	554,467.00
2011	338,372.00	655,482.00

Defined Contribution Retirement Program

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

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

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

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

All elected officials taking office on or after July 1, 2007, except that a person who is reelected to an elected office held prior to that date without a break in service may retain in the PERS.

A Governor appointee with advice and consent of the Legislature or who serves at the pleasure of the Governor only during that Governor's term of office.

**BOROUGH OF NEW PROVIDENCE**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2013 AND 2012**  
**(CONTINUED)**

**NOTE 7: PENSION PLANS, (continued)**

Defined Contribution Retirement Program, (continued)

Other employees commencing service after July 1, 2007, pursuant to an appointment by an elected official or elected governing body which include the statutory untenured Chief Administrative Officer such as the Business Administrator, County Administrator, or Municipal or County Manager, Department Heads, Legal Counsel, Municipal or County Engineer, Municipal Prosecutor and the Municipal Court Judge.

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

Contributions made by employees for DCRP are currently at 5.5% of the base wages. Member contributions are matched by a 3.0% employer contribution.

The Borough's contribution to the DCRP for the years ended December 31, 2013, 2012 and 2011 were \$3,547.95, \$2,222.66 and \$0.00, respectively.

**NOTE 8: FUND BALANCES APPROPRIATED**

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

	<u>2014</u>	<u>2013</u>
Current Fund	<u>\$2,482,500.00</u>	<u>\$2,212,000.00</u>

**NOTE 9: FIXED ASSETS**

The following is a summary of changes in the general fixed asset account group for the year 2013.

	<u>Balance</u>	<u>Dec. 31, 2012</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u>
					<u>Dec. 31, 2013</u>
Buildings and Improvements	\$11,406,253.59	\$		\$105,093.79	\$11,301,159.80
Machinery and Equipment	4,747,847.24		2,278,872.91		7,026,720.15
Land Improvements	266,541.45				266,541.45
Underground Equipment and Utilities	1,163,811.00			6,009.00	1,157,802.00
	<u>\$17,584,453.28</u>		<u>\$2,278,872.91</u>	<u>\$111,102.79</u>	<u>\$19,752,223.40</u>

\*Changes in fixed assets is the result of Borough performing a physical inventory of fixed assets.

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 10: TERMINAL LEAVE**

Eligible employees who retire with a pension under PERS or PFRS shall be entitled to receive Terminal Leave. The number of Terminal Leave days will be based on the number of unused sick leave at the time of retirement. Retiring PERS employees will remain on the payroll of the Borough based on one day of base salary pay for every four days of accumulated unused sick leave up to 100 days; and 1 day base salary pay for every 3 days of accumulated sick leave beyond 100 days subject to a maximum payment. Retiring PFRS employees will remain on the payroll of the Borough based on 1 day of salary pay for every 4 days of accumulated unused sick leave if the total days are below 100 or 1 day base salary pay for every 3 days of accumulated unused sick leave if the total days are above 100, subject to a maximum payment. The maximum payment for employees who retire under PERS is \$12,000.00 and under PFRS is \$17,000.00.

It is estimated that the sum of \$169,603.11, computed internally at 2013 salary rates, would be payable to 19 officials and employees of the Borough of New Providence as of December 31, 2013 for accumulated sick days. This amount was not verified by audit.

Provisions for the above are not reflected on the Financial Statements of the Borough. It is expected that the cost of such unpaid compensation would be included in the Borough's operating budget in the year in which it is used.

**NOTE 11: DUE TO/FROM OTHER FUNDS**

Balances due to/from other funds at December 31, 2013 consist of the following:

\$175.00	Due to the Public Defender Other Trust Fund from the Current Fund for Public Defender fees deposited in the Current Fund.
790.40	Due to the Assessment Trust Fund from the Current Fund for Assessment receipts deposited in the Current Fund.
3.52	Due to the Current Fund from the Other Trust Fund for interest earnings.
78.76	Due to the Municipal Open Space Trust Fund from the Current Fund for added taxes.
6,972.32	Due to the Current Fund from the Animal Control Trust Fund for statutory excess.
10,000.00	Due to the Current Fund from the Recreation Trust Fund for anticipated revenue not turned over.
<u>249,998.14</u>	Due to the General Capital Fund from the Current Fund for anticipated revenue interest on investments not turned over and capital receipts deposited in the Current Fund.
<u>\$268,018.14</u>	

It is anticipated that all interfunds will be liquidated during the fiscal year.

**BOROUGH OF NEW PROVIDENCE**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2013 AND 2012**  
**(CONTINUED)**

**NOTE 12: RISK MANAGEMENT**

The Borough is exposed to various risks of loss related to general liability, automobile coverage, damage and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Borough has obtained insurance coverage to guard against these events which will provide minimum exposure to the Borough should they occur. During the 2013 calendar year, the Borough did not incur claims in excess of their coverage and the amount of coverage did not significantly decrease.

The Borough of New Providence is currently a member of the Garden State Municipal Joint Insurance Fund (the "Fund"). The Fund provides their members with Liability, Property and Workers' Compensation and Employer Liability Insurance. The Fund is a risk-sharing public entity risk pool that is both an insured and self administered group of municipalities established for the purpose of providing low-cost insurance coverage for their respective members in order to keep local property taxes at a minimum. Each member appoints an official to represent their respective entity for the purpose of creating a governing body from which officers for the Fund are elected.

**NOTE 13: TAXES COLLECTED IN ADVANCE**

Taxes collected in advance are recorded as cash liabilities in the financial statements. Following is a comparison of the liability for the previous two years:

	Balance <u>Dec 31, 2013</u>	Balance <u>Dec 31, 2012</u>
Prepaid Taxes	<u>\$542,576.34</u>	<u>\$506,464.45</u>
Cash Liability for Taxes Collected in Advance	<u>\$542,576.34</u>	<u>\$506,464.45</u>

**NOTE 14: POST-EMPLOYMENT BENEFITS OTHER THAN PENSIONS**

**Plan Description**

The Borough will provide for all non-bargaining personnel hospitalization upon retirement (as defined by PERS) in accordance with the following criteria. A combination of age at retirement and a minimum of fifteen (15) years service with the Borough, will be the basis for determining eligibility and length of coverage. Borough personnel who were originally hired as part time employees and subsequently become full time are eligible for consideration dependent upon date he/she joined PERS plan.

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 14: POST-EMPLOYMENT BENEFITS OTHER THAN PENSIONS, (continued)**

**Age Determination**

The number of points an employee earns for age will be calculated by year of retirement less year of birth up to a maximum of seventy points.

**Service Determination**

The number of points an employee earns for service will be calculated as one per year for each year of service.

**Physical Disability Retirement**

In the event an employee retires due to physical disability, said employee could earn additional points for age up to a maximum of ten points or a total age points of seventy.

**Length of Coverage**

- (1) In the event an employee has earned one hundred points or more, lifetime hospitalization will be paid by the Borough for the employee and his/her eligible dependents, at a cost not to exceed \$15,000.00 per year. Upon death of the employee, coverage will continue for the surviving spouse until his/her 65<sup>th</sup> birthday. Upon the death of the employee if there is no surviving spouse, coverage will cease at that point.
- (2) In the event an employee has earned a minimum of eighty points, the Borough will provide hospitalization up to a cumulative cost of \$10,000.00 per employee or for the employee and eligible dependents. These payments will be made in the form of monthly premium contributions or if the employee has been participating in the benefit waiver program in accordance with IRC-125, payments will be made on a quarterly basis in accordance with Borough policy.
- (3) In the event an employee has earned less than a minimum of eighty points, the Borough will provide hospitalization up to a cumulative cost of \$5,000.00 per employee or for the employee and eligible dependents. These payments will be made in the form of monthly premium contributions or if the employee had been participating in the benefit waiver program in accordance with IRC-125, payments will be made on a quarterly basis in accordance with Borough policy.

**Funding**

The Borough contributes up to a maximum of \$15,000.00 per year for each plan member. For the year 2013, the Borough contributed \$26,000.00 to the plan for two individuals.

**BOROUGH OF NEW PROVIDENCE**  
**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2013 AND 2012**  
**(CONTINUED)**

**NOTE 14: POST-EMPLOYMENT BENEFITS OTHER THAN PENSIONS, (continued)**

**Annual OPEB Cost and Net OPEB Obligation**

The Borough's annual other post-employment benefit (OPEB) cost (expense) is calculated based on the annual required contribution of the employer (ARC). The Borough has calculated the ARC and related information using the Projected Unit Credit method. Under this method, an actuarial accrued liability is determined as the actuarial present value of the portion of projected benefits which is allocated to service before the current plan year. In addition, a normal cost is determined as the actuarial present value of the portion of projected benefits which is allocated to service in the current plan year for each active participant under the assumed retirement age. The following table shows the components of the Borough's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Borough's net OPEB obligation to the Retiree Health Plan:

Annual Required Contribution	\$19,847.00
Annual OPEB Cost (Expense)	<u>19,847.00</u>
Contributions Made	<u>(26,600.00)</u>
Increase (Decrease) in Net OPEB Obligation	(6,753.00)
Net OPEB Obligation - Beginning of Year	<u>22,745.00</u>
Net OPEB Obligation - End of Year	<u><b>\$15,992.00</b></u>

The Borough's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the year 2013 is as follows:

<u>Year Ending</u>	<u>Annual OPEB Cost</u>	<u>Percentage of Annual Cost Contributed</u>	<u>Net OPEB Obligation</u>
12/31/13	\$19,847.00	100%	\$15,992.00

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 14: POST-EMPLOYMENT BENEFITS OTHER THAN PENSIONS, (continued)**

**Funding Status and Funding Progress**

As of December 31, 2013, the municipality calculated that the accrued liability for benefits was \$1,230,502, all of which was unfunded.

The projection of future benefit payments for an ongoing plan involves estimated of the value or reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contribution of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information presents multi year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

**Methods and Assumptions**

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and includes the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term prospective of the calculations.

The following simplifying assumptions were made:

Retirement age for active employees - 100% of Police Officers are assumed to retire at age 65 (which is mandated under New Jersey State law), regardless of service, 100% of the other union eligible employees are assumed to retire at age 65, regardless of service and under the Personnel Policy Handbook, the Borough will provide for all non-bargaining personnel hospitalization upon retirement (as defined by PERS) in accordance with the following criteria: A combination of age at retirement and a minimum of fifteen (15) years of service with the Borough with the cost not to exceed \$15,000.00, \$10,000.00 or \$5,000.00, the amount to be determined in accordance with the amount of points earned.

Mortality - Life expectancies were estimated until age eighty-five (85) or twenty (20) years of post retirement for health and disabled participants. No retirement death benefits were valued, specially the "in-the-line of duty" death benefit for police.

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 14: POST-EMPLOYMENT BENEFITS OTHER THAN PENSIONS, (continued)**

**Methods and Assumptions, (continued)**

**Benefits** - The valuation projects the cost to the Borough of providing medical benefits to employees who remain in the medical plan after retirement. Future retirees are assumed to remain the same medical plan they were covered under while active.

**Healthcare Cost Trend Rate** - The expected rate of increase in healthcare insurance premiums was based on projections using a rate of 8%.

**Health Insurance Premiums** - 2013 health insurance premiums for retirees were used as the basis for calculation of the present value of total benefits to be paid.

The investment return assumption (discount rate) should be the estimated long-term investment yield on the investments that are expected to be used to finance the payments of benefits. The investments expected to be used to finance payments of benefits would be plan assets for funded plans, assets of the employer for pay-as-you-go plans or a proportionate combination of the two for plans that are being partially funded. A discount rate of 4.00% for purposes of developing the liabilities and Annual Required contribution on the basis that the Plan would not be funded. This rate is derived from the historical performance of the United States Treasury.

**Schedule of Funding Progress for the Retiree Health Plan**

<u>Actuarial Valuation Date</u>	<u>Actuarial Value of Assets</u>	<u>Actuarial Accrued Liability (AAL) - Simplified Entry Age</u>	<u>Unfunded AAL (UAAL)</u>	<u>Funded Ratio</u>
12/31/11	\$ -0-	\$1,528,275.00	\$1,230,502.00	1.00%

**NOTE 15: SPECIAL IMPROVEMENT DISTRICT**

The Special Improvement District is a separate entity which was established in 2007. The Special Improvement District has a budget which is based on the assessed value of a number of designated property owners in the Borough. The rate for 2013 is \$.328.

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 16: EMERGENCY SERVICES VOLUNTEER LENGTH OF SERVICE AWARD PLAN (LOSAP)**

On March 6, 2003, the Division of Local Government Services approved the Borough's LOSAP plan, provided by Lincoln Financial Group. The purpose of this plan is to enhance the Borough's ability to retain and recruit volunteer firefighters and volunteer members of emergency service squads.

The Lincoln Financial Group will provide for the benefit of participants, a multi-fund variable annuity contract as its funding vehicle. The plan shall provide for a fixed annual contribution of \$500.00 to each eligible volunteer who accumulates minimum service points based on criteria established by Borough Ordinance No. 2000-05. The amount of the LOSAP award cannot exceed \$500.00 annually. The Borough's contribution shall be included in the current years budget.

All amounts awarded under a length of service award plan shall remain the asset of the sponsoring agency; the obligation of the sponsoring agency to participating volunteers shall be contractual only; and no preferred or special interest in the awards made shall accrue to such participants. Such money shall be subject to the claims of the sponsoring agency's general creditors until distributed to any or all participants.

We have reviewed the plan for the year ended December 31, 2013 in accordance with the American Institute of Certified Public Accountants (AICPA) Statement on Standards for Accounting and Review Services.

**NOTE 17: COMMITMENTS AND CONTINGENT LIABILITIES**

**Federal and State Awards**

The Borough participates in several federal and state grant programs which are governed by various rules and regulations of the grantor agencies; therefore, to the extent that the Borough has not complied with the rules and regulations governing the grants, refunds of any money received may be required and the collectibility of any related receivable at December 31, 2013 may be impaired. In the opinion of management, there are not significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provisions have been recorded in the accompanying statutory basis financial statements for such contingencies.

**Tax Appeals**

The Borough has established a Reserve for Tax Appeals Pending in the amount of \$630,884.20.

**BOROUGH OF NEW PROVIDENCE  
NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2013 AND 2012  
(CONTINUED)**

**NOTE 17: COMMITMENTS AND CONTINGENT LIABILITIES, (continued)**

**Litigation**

The Borough of New Providence is a defendant in certain lawsuits, none of which is unusual for a municipality of its size. Additional liabilities, if not covered by insurance, would be funded from future taxation.

In addition, the Borough's attorney has advised us of the following:

New Jersey Dept. Of Environmental Protection v. Occidental Chemical Corp., et. al., Docket No. ESX-L-9868-05 (PARS). This case, filed, inter alia, under the New Jersey Spill Act, involves claims by the State of New Jersey to recover and to impose cleanup costs on several manufacturers of dioxin who discharged industrial wastes into Newark Bay and the lower Passaic River. The defendants have joined as 3<sup>rd</sup> party defendants over 300 other entities, including about 80 municipalities and sewer authorities, alleging their discharges have also contaminated the lower Passaic River and Newark Bay. New Providence has been named as a 3<sup>rd</sup> party defendant. The case is being defended with a reservation of rights by Selective Insurance for the Borough. After extensive negotiations among the various parties, a tentative settlement has been reached for the public entity defendants in the amount of \$90,000.00. The settlement is awaiting final confirmation.

**NOTE 18: SUBSEQUENT EVENTS**

The Borough has evaluated subsequent events through June 16, 2014, the date which the financial statements were available to be issued and no other items were noted for disclosure.

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**SUPPLEMENTARY DATA**

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## COMPARATIVE SCHEDULE OF TAX RATE INFORMATION

	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>
Tax Rate:	<u>4.442</u>	<u>4.306</u>	<u>4.209</u>	<u>4.082</u>	<u>3.903</u>
Apportionment of Tax Rate:					
Municipal	.892	.872	.851	.890	.856
Municipal Open Space	.002	.002	.002	.002	.002
Municipal Library	.065	.065	.065		
County	.933	.867	.805	.739	.687
County Open Space	.029	.029	.030	.030	.030
Local School	2.521	2.471	2.456	2.421	2.328

### Assessed Valuation:

2013	\$1,290,812,412.00
2012	1,302,404,548.00
2011	1,300,519,201.00
2010	1,294,367,988.00
2009	1,297,143,937.00

## COMPARISON OF TAX LEVIES AND COLLECTIONS CURRENTLY

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

<u>Year</u>	<u>Tax Levy</u>	<u>Currently</u>	
		<u>Cash Collections</u>	<u>Percentage of Collection</u>
2013*	\$57,629,127.19	\$57,194,513.28	99.24%
2012*	56,302,143.57	55,698,441.77	98.93
2011*	54,946,873.61	54,632,371.81	99.43
2010*	53,062,716.95	52,856,696.58	99.61
2009*	51,026,148.60	50,690,570.28	99.34

\*Includes Special Improvement District Taxes.

## **DELINQUENT TAXES AND TAX TITLE LIENS**

This tabulation includes a comparison, expressed in percentage, of the last five years. A comparison of the outstanding assessment and assessment title liens for the past five years is also shown.

<u>Taxes and Liens</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>
Delinquent Taxes	\$258,564.08	\$316,709.06	\$260,939.00	\$157,580.10	\$256,292.76
Tax Title Liens	<u>162,766.48</u>	<u>150,700.04</u>	<u>139,002.80</u>	<u>127,569.26</u>	<u>116,481.10</u>
Totals	<u>\$421,330.56</u>	<u>\$467,409.10</u>	<u>\$399,941.80</u>	<u>\$285,149.36</u>	<u>\$372,773.86</u>
Percentage of each Years Tax Levy	.73%	.83%	.73%	.54%	.73%

## **PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION**

There was no property sold or acquired during the year.

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

<u>Year</u>	<u>Amount</u>
2013	\$11,955
2012	11,955
2011	11,955
2010	11,955
2009	11,955

## **COMPARATIVE SCHEDULE OF FUND BALANCE**

<u>Current Fund</u>		
<u>Fund Balance December 31,</u>		<u>Utilized in Budget of Succeeding Year</u>
2013	\$3,203,741.86	\$2,482,500.00
2012	2,824,038.86	2,212,000.00
2011	2,461,742.41	2,000,000.00
2010	2,791,057.69	2,117,000.00
2009	2,324,184.30	1,900,000.00

## ROSTER OF OFFICIALS IN OFFICE AND REPORT ON SURETY BONDS

DECEMBER 31, 2013

The following officials were in office during the period under audit:

<u>Name</u>	<u>Title</u>	<u>Amount of Bond</u>
J. Brooke Hern	Mayor	\$
Michael Gennaro	Council President	
Armand Galluccio	Councilman	
Gary Kapner	Councilman	
James Madden	Councilman	
Robert Muñoz	Councilman	
Robert T. Robinson	Councilman	
Kenneth DeRoberts	Chief Financial Officer	*
Douglas Marvin	Administrator	
Wendi B. Barry	Borough Clerk	
Monica S. Marino	Tax Collector	\$350,000.00
Carl Woodward, III	Borough Attorney	
Donald Bogosian	Borough Judge	*
Macrina Carra	Court Administrator	*
Patricia Spychala	Tax Assessor	

\*Coverage provided by Garden State Municipal Joint Insurance Fund.

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SCHEDULE A

**BOROUGH OF NEW PROVIDENCE, N.J.**

**SCHEDULE OF EXPENDITURES OF FEDERAL FINANCIAL AWARDS**

**FOR THE YEAR ENDED DECEMBER 31, 2013**

Name of Federal Agency or Department	Federal Program	C.F.D.A. Account No.	Total Grant Award Amount	Original Grant Period		Balance Jan. 1, 2013	Receipts	Expended	Balance Dec. 31, 2013		Cumulative Total Expenditures	Memo
				From	To				Dec. 31, 2013			
Department of Housing and Urban Development	Community Development Block Grant											
<u>Pass Through Funds:</u>												
Union County	Senior Citizen High Risk Health	14.218	7,247.00	9/1/2008	8/31/2009	184.00		150.00	34.00	*	7,213.00	
	Senior Citizen High Risk Health	14.218	6,522.00	9/1/2010	8/31/2011	150.07			150.07	*	6,371.93	
	Senior Citizen High Risk Health	14.218	5,000.00	9/1/2012	8/31/2013	(490.00)	5,000.00			*	5,000.00	
	Senior Citizen High Risk Health	14.218	5,000.00	9/1/2013	8/31/2014			1,030.00	(1,030.00)	*	1,030.00	
	Senior Citizen Enrichment & Exercise	14.218	4,400.00	9/1/2012	8/31/2013		4,400.00		4,400.00	*	4,400.00	
	Senior Citizen Enrichment & Exercise	14.218	4,400.00	9/1/2013	8/31/2014			1,610.00	(1,610.00)	*	1,610.00	
	Senior Citizens Transportation	14.218	3,900.00	9/1/2012	8/31/2013		3,900.00		3,900.00	*	3,900.00	
	Senior Citizens Transportation	14.218	3,900.00	9/1/2013	8/31/2014			3,667.21	(3,667.21)	*	3,667.21	
	Senior Citizens Facility Improvements	14.218	38,000.00	9/1/2011	8/31/2012		4,300.00		4,300.00	*	38,000.00	
	Senior Citizens Facility Improvements	14.218	25,000.00	9/1/2012	8/31/2013					*		
										*		
										*		
Federal Highway Administration	Safe Routes to School	20.600	180,000.00			(36,171.06)	6,664.00	142,476.52	(171,983.58)	*	178,647.58	
										*		
Department of Homeland	FEMA Mitigation Hurricane Irene	97.039	293,407.50							*		
	FEMA Reimbursement Sandy	97.036	226,379.56			(165,060.40)	113,189.75			(51,870.65)	*	165,060.40
										*		
U.S. Department of Justice Pass thru State of N.J.	Bulletproof Vest Partnership Program	16.607	2,098.23			535.98		535.98		*	2,098.23	
	Bulletproof Vest Partnership Program	16.607	3,174.40			3,174.40		1,453.99	1,720.41	*	1,453.99	
	Bulletproof Vest Partnership Program	16.607	800.00			800.00			800.00	*		
						(196,877.01)	137,453.75	168,033.70	(227,456.96)	*	418,452.34	

NOTE: THIS SCHEDULE WAS NOT SUBJECT TO AN AUDIT IN ACCORDANCE WITH FEDERAL OMB CIRCULAR A-133.

SCHEDULE B

BOROUGH OF NEW PROVIDENCE, N.J.

SCHEDULE OF EXPENDITURES OF STATE FINANCIAL AWARDS

FOR THE YEAR ENDED DECEMBER 31, 2013

<u>State Funding Department</u>	<u>State Program</u>	<u>State Grant (Award) No.</u>	<u>Grant Award Amount</u>	<u>Balance Jan. 1, 2013</u>	<u>Receipts</u>	<u>Expended</u>	<u>Balance Dec. 31, 2013</u>	<u>Memo Cumulative Total Expenditures</u>
Department of Environmental Protection	Clean Communities Program	4900-765-042-4900	20,361.47	19,826.72		19,826.72		*
	Clean Communities Program	4900-765-042-4900	19,357.48	19,357.48		19,357.48		*
	Clean Communities Program	4900-765-042-4900	19,028.62	19,028.62		2,763.70	16,264.92	*
	Clean Communities Program	4900-765-042-4900	22,341.14		22,341.14		22,341.14	*
	Recycling Tonnage Grant	4900-752-042-4900	17,619.00	4,948.08		4,948.08		*
	Recycling Tonnage Grant	4900-752-042-4900	27,620.61	27,620.61		25,361.92	2,258.69	*
	Recycling Tonnage Grant	4900-752-042-4900	41,633.83	41,633.83			41,633.83	*
	Recycling Tonnage Grant	4900-752-042-4900	44,458.24	44,458.24			44,458.24	*
	Recycling Tonnage Grant	4900-752-042-4900	18,113.41	18,113.41			18,113.41	*
	Recycling Tonnage Grant	4900-752-042-4900	19,154.64	19,154.64			19,154.64	*
Department of Law and Public Safety	Recycling Tonnage Grant	4900-752-042-4900	20,874.91		20,874.91		20,874.91	*
	Body Armor Fund	1020-718-066-1020	5,103.49	519.27		519.27		*
	Body Armor Fund	1020-718-066-1020	2,528.19	2,528.19		1,470.71	1,057.48	*
	Body Armor Fund	1020-718-066-1020	3,684.89	3,684.89			3,684.89	*
	Body Armor Fund	1020-718-066-1020	2,544.98	2,544.98			2,544.98	*
	Body Armor Fund	1020-718-066-1020	2,601.58	2,601.58			2,601.58	*
	Body Armor Fund	1020-718-066-1020	3,239.96		3,239.96		3,239.96	*
	Drunk Driving Enforcement Fund	6400-100-078-6400	4,968.99	4,782.57		462.50	4,320.07	*
	Drunk Driving Enforcement Fund	6400-100-078-6400	2,849.85	2,849.85			2,849.85	*
	Drunk Driving Enforcement Fund	6400-100-078-6400	1,821.02		1,821.02		1,821.02	*
Pass Through County of Union	Municipal Alliance on Alcoholism and Drug Abuse	12-ALL-103	17,583.00	(4,951.86)	12,222.89	7,271.03		*
	Municipal Alliance on Alcoholism and Drug Abuse	13-ALL-103	16,476.00		2,472.17	10,183.50	(7,711.33)	*
Department of Community Affairs	Alcohol, Education & Rehab Fund	9735-760-098-Y900	402.18	318.58			318.58	*
	Alcohol, Education & Rehab Fund	9735-760-098-Y900	431.48	431.48			431.48	*
	Alcohol, Education & Rehab Fund	9735-760-098-Y900	323.78	323.78			323.78	*
	Alcohol, Education & Rehab Fund	9735-760-098-Y900	211.10		211.10		211.10	*
NJDEP	Trails Grant		9,000.00	(202.50)	6,472.13	6,269.63		*
Department of Transportation	Municipal Aid Program - Livingston Avenue	6320-480-078-6320	185,000.00	5,773.71			5,773.71	*
	Central Avenue Sec.	6320-480-078-6320	282,100.00	(84,284.18)	91,941.45	2,697.50	4,959.77	*
	Pearl Street - Section 2	6320-480-078-6320	190,000.00	(37,311.65)		10,188.35	(47,500.00)	*
	Oakwood Drive Section 2	6320-480-078-6320	205,000.00			12,807.50	(12,807.50)	*
	Safe Streets Program	6300-480-078-6300	50,000.00	(22,352.37)	12,594.87		(9,757.50)	*
	Streetscape Phase II	6320-480-078-6320	245,000.00	(24,554.56)		2,655.00	(27,209.56)	*
	Central Avenue Sec. 7	6320-480-078-6320	200,000.00					*
					<u>66,843.39</u>	<u>174,191.64</u>	<u>126,782.89</u>	<u>114,252.14</u>
								<u>849,878.10</u>

NOTE: THIS SCHEDULE WAS NOT SUBJECT TO AN AUDIT IN ACCORDANCE WITH N.J. OMB CIRCULAR 04-04.

## Borough of New Providence, N.J.

## Schedule of Cash - Collector-Treasurer

<b>Current Fund</b>			
<b>Year Ended December 31, 2013</b>			
	<u>Ref.</u>	<u>Current Fund</u>	<u>Federal &amp; State Grant Fund</u>
Balance - December 31, 2012	A	\$ 5,458,218.74	\$ 58,274.49
Increased by Receipts:			
Interest and Costs on Taxes	A-2	65,669.43	
Miscellaneous Revenue Not Anticipated	A-2	258,277.28	
Petty Cash	A-6	1,750.00	
Due From State - Senior Citizen and Veteran Deductions	A-7	96,394.52	
Taxes Receivable	A-8	56,904,087.66	
Revenue Accounts Receivable	A-11	3,074,669.52	
Other Accounts Receivable	A-12	8,488.60	
Due from Free Public Library	A-13	18,316.71	
Interfunds	A-14	150,080.72	
Prepaid Taxes	A-17	542,576.34	
Various Cash Liabilities and Reserves	A-22	109,051.89	
Federal and State Grants Receivable	A-23		227,015.75
Matching Funds for Grants	A-24		4,119.00
Unappropriated Reserves	A-25		25,935.89
Interfund - Current Fund	A-26		800.00
		<u>61,229,362.67</u>	<u>257,870.64</u>
		<u>66,687,581.41</u>	<u>316,145.13</u>
Decreased by Disbursements:			
Refund of Prior Year Revenue	A-1	17,179.48	
Current Year Budget Appropriations	A-3	14,072,562.90	
Matching Funds for Grants	A-3	4,119.00	
Petty Cash	A-6	1,750.00	
Interfunds	A-14	95,346.00	
Appropriation Reserves	A-15	570,004.13	
Special Improvement District Taxes	A-18	87,954.62	
Local District School Taxes	A-20	32,533,073.00	
County Taxes Payable	A-21	12,430,980.25	
Various Cash Liabilities and Reserves	A-22	387,455.00	
Federal & State Grant Appropriations	A-24		302,975.93
		<u>60,200,424.38</u>	<u>302,975.93</u>
Balance - December 31, 2013	A	<u>\$ 6,487,157.03</u>	<u>\$ 13,169.20</u>

**Exhibit A-5**

**Borough of New Providence, N.J.**

**Schedule of Cash - Change Fund**

**Current Fund**

**Year Ended December 31, 2013**

	<u>Ref.</u>	
Balance - December 31, 2012	A	\$ <u>150.00</u>
Balance - December 31, 2013	A	\$ <u>150.00</u>
<b>Analysis of Balance:</b>		
Tax Collector		50.00
Clerk		50.00
Municipal Court		<u>50.00</u>
		<u>150.00</u>

**Exhibit A-6**

**Schedule of Cash - Petty Cash**

**Current Fund**

**Year Ended December 31, 2013**

	<u>Ref.</u>	
Increased by:		
Disbursed	A-4	\$ <u>1,750.00</u>
<b>Decreased by:</b>		
Returned to Treasurer	A-4	\$ <u>1,750.00</u>

**Borough of New Providence, N.J.****Schedule of Amount Due to/from State of New Jersey  
for Senior Citizens' and Veterans' Deductions - CH. 73 P.L. 1976****Current Fund****Year Ended December 31, 2013**

		<u>Ref.</u>	
Balance - December 31, 2012	- Due to	A	\$ 2,620.90
Decreased by:			
Senior Citizens' and Veterans' Deductions			
Per Tax Billings		97,500.00	
Senior Citizens' and Veterans' Deductions			
Allowed by Tax Collector		1,250.00	
Senior Citizens' and Veterans' Deductions			
Disallowed by Tax Collector		<u>(1,785.62)</u>	
	A-8		96,964.38
Less:			
Cash Receipts - State of NJ		A-4	<u>96,394.52</u>
			<u>569.86</u>
Balance - December 31, 2013	- Due to	A	<u>\$ 2,051.04</u>

## Borough of New Providence, N.J.

## Schedule of Taxes Receivable and Analysis of Property Tax Levy

## Current Fund

## Year Ended December 31, 2013

Year	Balance, Dec. 31, 2012	Levy	Added Taxes	Collected		Senior Citizen and Veteran Deductions	Transferred to Tax Title Liens	Cancelled	Balance, Dec. 31, 2013
				2012	2013				
2012	\$ 316,709.06				313,532.86	(529.45)		3,705.65	0.00
2013		57,454,685.11	174,442.08	506,464.65	56,590,554.80	97,493.83	11,344.86	164,704.97	258,564.08
	\$ 316,709.06	57,454,685.11	174,442.08	506,464.65	56,904,087.66	96,964.38	11,344.86	168,410.62	258,564.08
	A			A-2/A-17	A-2/A-4	A-2/A-7	A-9		A

## Analysis of Tax Levy

## Tax yield:

## Ref.

General Purpose Tax	57,221,896.58
Utilities	115,990.70
Special Taxes	116,797.83
Added Tax (R.S. 54:4-63.1 et seq.)	174,442.08

	57,629,127.19
--	---------------

## Tax Levy:

## Ref.

Municipal Open Space Tax	A-19	32,245.00
Added Municipal Open Space Tax	A-19	78.76
		32,323.76
Special Improvement District Taxes	A-18	116,797.83
Local District School Tax	A-20	32,533,073.00
County Tax - General	A-21	12,034,464.53
County Tax - Open Space	A-21	374,597.77
Added County Taxes	A-21	37,681.88
		12,446,744.18

	45,128,938.77
--	---------------

Local Tax for Municipal Purposes	A-2
Additional Taxes	

12,351,896.12	
148,292.30	
	12,500,188.42

	57,629,127.19
--	---------------

## Borough of New Providence, N.J.

## Schedule of Tax Title Liens

## Current Fund

Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	A	\$ 150,700.04
Increased by:		
Penalties	A-12	721.58
Transfers from Taxes Receivable	A-8	<u>11,344.86</u>
		<u>12,066.44</u>
Balance - December 31, 2013	A	<u>\$ 162,766.48</u>

## Exhibit A-10

Schedule of Property Acquired for  
Taxes Assessed Valuation

## Current Fund

Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	A	<u>\$ 11,955.00</u>
Balance - December 31, 2013	A	<u>\$ 11,955.00</u>

Analysis of Balance:

Block-Lot	Amount
41-36	9,200.00
44-07	800.00
153-12	225.00
204-25	200.00
239-01	125.00
362-01	230.00
363-01	760.00
363-02	75.00
364-01	70.00
365-01	115.00
366-02	60.00
372-08	95.00
	<u>11,955.00</u>

## Borough of New Providence, N.J.

## Schedule of Revenue Accounts Receivable

## Current Fund

## Year Ended December 31, 2013

		Balance Ref.      Dec. 31, 2012	Accrued	Collected	Balance Dec. 31, 2013
Clerk:					
Licenses:					
Alcoholic beverages	A-2	\$ 7,500.00		7,500.00	
Other	A-2	1,225.00	4,649.00	4,284.00	1,590.00
Fees and Permits	A-2	346.95	15,695.21	11,780.16	4,262.00
Police					
Fees and Permits	A-2		2,266.87	2,246.87	20.00
Engineering Department					
Fees and Permits	A-2		6,895.00	6,895.00	
Registrar					
Other Licenses	A-2	12.00	120.00	117.00	15.00
Fees and Permits	A-2	330.00	1,950.00	1,995.00	285.00
Board of Health					
Other Licenses	A-2	605.00	22,005.00	21,860.00	750.00
Planning Board					
Fees and Permits	A-2		220.00	220.00	
Board of Adjustment					
Fees and Permits	A-2		21,680.00	21,680.00	
Municipal Court :					
Fines and Costs	A-2	7,344.65	131,213.29	128,771.10	9,786.84
Uniform Construction Code Fees					
Construction Fees	A-2	22,751.00	373,740.00	373,740.00	22,751.00
Fees and Permits	A-2		650.00	650.00	
Energy Receipts Taxes					
A-2		1,266,182.80	1,266,182.80		
Consolidated Municipal Property Tax					
Relief Aid	A-2		37,636.00	37,636.00	
Fire Alarm Revenue	A-2		25.00	25.00	
Library Reimbursement	A-2		66,000.00	66,000.00	
Leaf Collection Revenue	A-2	6,750.00	53,350.00	60,000.00	100.00
General Capital Fund Balance	A-2		150,000.00	150,000.00	
Berkeley Heights Shared Court	A-2		24,000.00	24,000.00	
Summit Shared Sewer Services	A-2	154,689.00	125,555.89	280,244.89	
Multi Family Sewer Fees	A-2		71,700.00	71,700.00	
Uniform Fire Safety Act	A-2	5,850.00	18,873.05	24,723.05	
Parking Meters	A-2	18.00	20,854.50	20,836.50	36.00
Sewer Rentals	A-2	5,110.00	228,841.42	232,571.42	1,380.00
Cat Licenses	A-2	5.00	1,300.00	1,305.00	
Parking Permits	A-2	3,765.00	174,768.57	174,348.57	4,185.00
Rental of Municipal Owned Property	A-2		68,303.87	68,303.87	
Cable TV Franchise Fee	A-2		165,053.29	165,053.29	
		\$ 208,801.60	3,061,028.76	3,224,669.52	45,160.84
		A			A
Interfund - General Capital Fund	Ref.				
Receipts	A-14			150,000.00	
	A-4			3,074,669.52	
				3,224,669.52	

## **Borough of New Providence, N.J.**

## **Schedule of Other Accounts Receivable**

### Current Fund

### **Year Ended December 31, 2013**

Ref.

Balance - December 31, 2012 A \$ 8,488.60

Increased by:

Penalty Charges Reserve 4,534.34

13.022.04

Decreased by:

Collections	A-2/A-4	8,488.60
Transferred to Tax Title Liens	A-9	721.58

9,210.18

### Exhibit A-13

## Schedule of Due From Free Public Library

### Current Fund

### **Year Ended December 31, 2013**

Ref.

Decreased by

Cash Receipts A-4 18,316.71

## Borough of New Providence, N.J.

## Schedule of Interfunds

## Current Fund

Year Ended December 31, 2013

<u>Fund</u>	<u>Ref.</u>	Due From/(To)			<u>Dec. 31, 2013</u>
		<u>Balance</u>	<u>Increased</u>	<u>Decreased</u>	
Other Trust Fund - Developer Escrow	A	\$ 8.76	75.48	80.72	3.52
Other Trust Fund - Public Defender	A	(175.00)			(175.00)
General Capital Fund	A	(62,174.45)	212,176.31	400,000.00	(249,998.14)
Federal and State Grant Fund	A	(800.00)	800.00		(790.40)
Assessment Trust Fund	A	(790.40)			(790.40)
Open Space Trust Fund	A	(49.21)	32,323.76	32,294.21	(78.76)
Animal License Fund	A		6,972.32		6,972.32
Recreation Trust Fund	A	10,000.00			10,000.00
		<u>\$ (53,980.30)</u>	<u>252,347.87</u>	<u>432,374.93</u>	<u>(234,066.46)</u>
<u>Analysis</u>					
Due to Current Fund	A/A-1	10,008.76			16,975.84
Due From Current Fund	A	<u>(63,989.06)</u>			<u>(251,042.30)</u>
		<u><u>(53,980.30)</u></u>			<u><u>(234,066.46)</u></u>
Disbursed	A-4		63,051.79	32,294.21	
Received	A-4			150,080.72	
Current Appropriations	A-3			250,000.00	
Statutory Excess Animal License Fund	A-1		6,972.32		
General Capital Fund Balance	A-11		150,000.00		
Municipal Open Space Tax	A-19		32,323.76		
			<u>252,347.87</u>	<u>432,374.93</u>	

## Borough of New Providence, N.J.

## Schedule of Appropriation Reserves

Page 1 of 3

## Current Fund

Year Ended December 31, 2013

	Balance after Transfers and Encumbrances	Paid or Charged	Balance Lapsed
	Balance, Dec. 31, 2012		
<b>Salaries and Wages Within "CAPS":</b>			
Administrative and Executive	\$ 25,909.19	10,909.19	3,957.48
Financial Administration	1,572.94	1,572.94	121.73
Collection of Taxes	6,155.97	1,155.97	
Assessment of Taxes	237.31	237.31	
Planning Board	5,805.00	6,555.00	830.00
Board of Adjustment	900.00	900.00	
Police	212,686.49	57,686.49	9,782.92
Public Defender	4.92	4.92	
Uniform Fire Safety	728.46	728.46	
Public Works	62,109.26	17,109.26	2,669.28
Waste Water Treatment Plant	5,454.83	5,454.83	5,454.83
Board of Health	808.37	808.37	108.33
<b>Total Salaries and Wages Within "CAPS"</b>	<b>322,372.74</b>	<b>103,122.74</b>	<b>22,924.57</b>
			<b>80,198.17</b>
<b>Other Expenses Within "CAPS":</b>			
Administrative and Executive	17,948.41	20,979.90	19,989.58
Human Resources	5,397.04	6,813.34	6,813.34
Mayor and Council	5,761.80	5,761.80	849.35
Clerk	1,634.05	1,634.05	1,634.05
Financial Administration	22,238.00	7,238.00	1,044.96
Audit Services	6,000.00	6,000.00	6,000.00
Collection of Taxes	975.50	975.50	51.10
Assessment of Taxes	70,734.31	137,235.16	95,406.23
Legal Services and Costs	29,732.73	35,587.73	10,643.78
Engineering Services and Costs	29,049.25	19,049.25	14,771.25
Planning Board	13,067.76	13,067.76	2,335.74
Board of Adjustment	2,425.98	2,425.98	2,425.98
<b>Insurance:</b>			
General Liability	2,253.01	2,253.01	2,253.01
Workers' Compensation	1,777.00	1,777.00	
Group Insurance for Employees	46,262.02	46,543.02	15,071.11
Health Benefit Waiver	16,986.92	16,986.92	16,986.92
Police	10,378.71	79,125.16	69,639.87
Police Dispatch / 911	1,000.00	1,000.00	1,000.00

## Borough of New Providence, N.J.

## Schedule of Appropriation Reserves

Page 2 of 3

## Current Fund

Year Ended December 31, 2013

	Balance after Transfers and Encumbrances	Paid or Charged	Balance Lapsed
	Balance, Dec. 31, 2012		
Emergency Management Services	3,166.25	3,166.25	3,166.25
Fire	35,630.42	33,922.26	12,196.72
Uniform Fire Safety	1,337.57	1,337.57	1,337.57
Municipal Court	1,946.69	1,946.69	1,946.69
Road Repairs and Maintenance	10,462.58	27,576.99	5,088.63
Public Works	7,290.40	7,290.40	1,547.46
Public Building and Grounds	3,477.16	37,612.14	447.65
Traffic Light Maintenance	1,030.89	10,538.89	610.89
Fleet Maintenance	1,058.33	7,528.58	1,173.50
Solid Waste / Recycling Collection	12,306.70	19,627.26	11,299.53
Landfill / Solid Waste Disposal Costs	6,620.42	61,736.23	5,953.90
Waste Water Treatment Plant	4,725.38	22,169.15	4,143.27
Board of Health	2,912.00	3,343.80	2,795.28
Animal Control	965.00	2,865.00	965.00
Health Services	3,536.92	3,536.92	3,536.92
Senior Citizens' Programs	5,210.28	9,290.60	1,930.96
Tuition Reimbursement Program	1,814.00	1,814.00	1,814.00
Construction Code Official	4,190.34	5,096.54	4,161.44
Electricity	63,093.13	33,093.13	4,594.46
Telephone & Telegraph	16,951.36	17,566.00	15,143.43
Natural Gas	55,039.86	25,039.86	16,017.86
Street Lighting	23,337.19	33,625.24	19,896.07
Water	2,678.25	2,678.25	1,668.69
Motor Supplies	6,413.56	30,413.56	20,040.09
Contingent	500.00	500.00	500.00
 Total Other Expenses Within "CAPS"	 559,317.17	 807,768.89	 525,002.31
			282,766.58
 Deferred Charges and Statutory Expenditures Within "CAPS":			
Public Employees' Retirement System	288.72	288.72	288.72
Social Security ( O.A.S.I. )	32,749.49	7,749.49	7,749.49
Defined Contribution Retirement Plan	9,777.34	9,777.34	9,700.09
 Total Deferred Charges and Statutory Expenditures Within "CAPS"	 42,815.55	 17,815.55	 77.25
			17,738.30

## Borough of New Providence, N.J.

## Schedule of Appropriation Reserves

Page 3 of 3

## Current Fund

Year Ended December 31, 2013

	Balance after Transfers and <u>Encumbrances</u>	Paid or Charged	Balance <u>Lapsed</u>
Balance, Dec. 31, <u>2012</u>			
Total Reserves Within "CAPS"	<u>924,505.46</u>	<u>928,707.18</u>	<u>548,004.13</u>
Salaries & Wages Excluded From "CAPS":			
Council on Affordable Housing	<u>6,500.00</u>	<u>6,500.00</u>	<u>6,500.00</u>
Total Salary & Wages Excluded From "CAPS"	<u>6,500.00</u>	<u>6,500.00</u>	<u>6,500.00</u>
Other Expenses Excluded From "CAPS":			
Sewer System			
Joint Meeting Expenses	<u>6,437.50</u>	<u>6,437.50</u>	<u>1,000.00</u>
Berkley Heights Expenses	<u>10,691.55</u>	<u>10,691.55</u>	<u>10,691.55</u>
Emergency Services Volunteer Length of Service Award Program	<u>30,000.00</u>	<u>30,000.00</u>	<u>21,000.00</u>
Reserve for Tax Appeals	<u>275,000.00</u>	<u>275,000.00</u>	<u>9,000.00</u>
Total Other Expenses Excluded from "CAPS"	<u>47,129.05</u>	<u>322,129.05</u>	<u>297,000.00</u>
Total Reserves Excluded from "CAPS"	<u>53,629.05</u>	<u>328,629.05</u>	<u>297,000.00</u>
Total Reserves	<u>\$ 978,134.51</u>	<u>1,257,336.23</u>	<u>845,004.13</u>
	A		A-1
Appropriation Reserves	Ref.		
Transfer from Reserve for Encumbrances	above	978,134.51	
	A-16	<u>279,201.72</u>	
		<u>1,257,336.23</u>	
Cash Disbursements	A-4	570,004.13	
Transfer to Reserve for Tax Appeals	A-22	<u>275,000.00</u>	
		<u>845,004.13</u>	

**Exhibit A-16**

**Borough of New Providence, N.J.**

**Schedule of Encumbrances Payable**

**Current Fund**

**Year Ended December 31, 2013**

	<u>Ref.</u>	
Balance - December 31, 2012	A	\$ 279,201.72
Increased by:		
Transfer from Current Appropriations	A-3	<u>390,777.15</u>
		669,978.87
Decreased by:		
Transfer to Appropriation Reserves	A-15	<u>279,201.72</u>
Balance - December 31, 2013	A	\$ <u>390,777.15</u>

**Exhibit A-17**

**Schedule of Prepaid Taxes**

**Current Fund**

**Year Ended December 31, 2013**

	<u>Ref.</u>	
Balance - December 31, 2012	A	\$ 506,464.65
Increased by:		
Receipts - Prepaid 2014 Taxes	A-4	<u>542,576.34</u>
		1,049,040.99
Decreased by:		
Applied to 2013 Taxes	A-8	<u>506,464.65</u>
Balance - December 31, 2013	A	\$ <u>542,576.34</u>

## Borough of New Providence, N.J.

**Schedule of Due to Special Improvement District****Current Fund****Year Ended December 31, 2013**

	<u>Ref.</u>	
Balance - December 31, 2012	A	\$ 3,331.20
Increased by:		
Levy Calendar Year - 2013	A-1/A-8	<u>116,797.83</u>
		<u>120,129.03</u>
Decreased by:		
Disbursed	A-4	<u>87,954.62</u>
Balance - December 31, 2013	A	<u>\$ 32,174.41</u>

**Schedule of Municipal Open Space Taxes Payable****Current Fund****Year Ended December 31, 2013**

	<u>Ref.</u>	
Increased by:		
Levy Calendar Year - 2013	A-8	\$ 32,245.00
Added and Omitted Taxes	A-8	<u>78.76</u>
	A-1	32,323.76
Decreased by:		
Transfer to Municipal Open Space Trust	A-14	<u>\$ 32,323.76</u>

### **Exhibit A-20**

## **Borough of New Providence, N.J.**

## **Schedule of Local District School Tax Payable**

## Current Fund

### **Year Ended December 31, 2013**

Ref.

Increased by:

Levy Calendar Year - 2013                    A-1/A-8                    \$ 32,533,073.00

Decreased by:

Payments A-4 \$ 32,533,073.00

## Exhibit A-21

## **Schedule of County Taxes Payable**

### Current Fund

### **Year Ended December 31, 2013**

Ref.

Increased by:

Levy - General County	A-1/A-8	12,034,464.53
Levy - Open Space	A-1/A-8	374,597.77
Added and Omitted Taxes	A-1/A-8	<u>37,681.88</u>
		12,446,744.18

Decreased by:

Payments A-4 12,430,980.25

## Borough of New Providence, N.J.

## Schedule of Various Cash Liabilities and Reserves

## Current Fund

## Year Ended December 31, 2013

<u>Liabilities and Reserves</u>	<u>Balance, Dec. 31, 2012</u>	<u>Increased</u>	<u>Decreased</u>	<u>Balance, Dec. 31, 2013</u>
<u>Liabilities:</u>				
Tax Overpayments	\$ 109,051.89		107,071.23	1,980.66
Prepaid Revenue	83,260.00			83,260.00
Accounts Payable	33,533.50			33,533.50
<u>Reserves for:</u>				
Sale of Municipal Assets	84,141.92			84,141.92
Tax Appeals	<u>577,734.47</u>	<u>300,000.00</u>	<u>246,850.27</u>	<u>630,884.20</u>
	<u>\$ 778,669.89</u>	<u>409,051.89</u>	<u>470,715.00</u>	<u>717,006.78</u>
	A			A

	<u>Ref.</u>	
2013 Anticipated Revenue	A-2	83,260.00
2013 Budget Appropriation	A-3	25,000.00
2012 Appropriation Reserves	A-15	275,000.00
Receipts	A-4	109,051.89
Disbursed	A-4	<u>387,455.00</u>
		<u>409,051.89</u>
		<u>470,715.00</u>

## Borough of New Providence, N.J.

## Schedule of Grants Receivable

## Federal and State Grant Fund

Year Ended December 31, 2013

Grant	Balance, Dec. 31, 2012	Budget Revenue	Received	Canceled	Balance, Dec. 31, 2013
<b>County &amp; Local Grants:</b>					
Union County Kids Recreation Trust - Playground	\$ 13,720.13				13,720.13
Union County Kids Recreation Trust - 2012	50,000.00				50,000.00
Union County Tree Grant - 2012	6,600.00				6,600.00
Union County Heart Grant - 2012	496.00		496.00		
Union County Heart Grant - 2013		1,000.00	500.00		500.00
NPHS Music Boosters		500.00	500.00		
Union County Streetfair Donation		3,000.00	3,000.00		
Senior Citizen Bus Donation		50,000.00	50,000.00		
	<u>70,816.13</u>	<u>54,500.00</u>	<u>54,496.00</u>		<u>70,820.13</u>
<b>Federal Grants:</b>					
Community Development Block Grant:					
Senior Citizen High Risk Health - 2012	5,000.00		5,000.00		
Senior Citizen High Risk Health - 2013		5,000.00			5,000.00
Senior Exercise and Arts & Crafts - 2012	4,400.00		4,400.00		
Senior Exercise and Arts & Crafts - 2013		4,400.00			4,400.00
Senior Citizen Transportation - 2012	3,900.00		3,900.00		
Senior Citizen Transportation - 2013		3,900.00			3,900.00
Senior Citizen Facility Improvments - 2011	4,300.00		4,300.00		
Senior Citizen Facility Improvments - 2012	25,000.00				25,000.00
Safe Routes to Schools	180,000.00		6,664.00		173,336.00
Bulletproof Vest Partnership		800.00	800.00		
	<u>222,600.00</u>	<u>14,100.00</u>	<u>25,064.00</u>		<u>211,636.00</u>
<b>State County Grants</b>					
Alcohol Education & Rehab Grant		211.10	211.10		
Body Armor Replacement Fund		2,601.58	2,601.58		
NJDEP Trails Grant	9,000.00		6,472.13		2,527.87
Municipal Alliance on Alcoholism and Drug Abuse - 2012	12,236.64		12,222.89	13.75	
Municipal Alliance on Alcoholism and Drug Abuse - 2013		16,476.00	2,472.17		14,003.83
Recycling Tonnage Grant		19,154.64	19,154.64		
Clean Communities		22,341.14	22,341.14		
Drunk Driving Enforcement Fund		2,849.85	2,849.85		
NJ Transportation Trust - Central Ave	103,998.89		91,941.45		12,057.44
NJ Transportation Trust - Streetscape	245,000.00				245,000.00
NJ Transportation Trust - Pearl Street	47,500.00				47,500.00
NJ Transportation Trust - Oakwood Drive	205,000.00				205,000.00
NJ Transportation Trust - Central Ave. Sec. 7		200,000.00			200,000.00
NJ Safe Streets Program	22,352.37		12,594.87		9,757.50
	<u>645,087.90</u>	<u>263,634.31</u>	<u>172,861.82</u>	<u>13.75</u>	<u>735,846.64</u>
	<u>\$ 938,504.03</u>	<u>332,234.31</u>	<u>252,421.82</u>	<u>13.75</u>	<u>1,018,302.77</u>
	A	A-2		A-1	A
			Ref.		
Cash Receipts		A-4	227,015.75		
Transferred from Unappropriated Reserves		A-25	<u>25,406.07</u>		
			<u>252,421.82</u>		

## Borough of New Providence, N.J.

## Schedule of Appropriated Reserves for Grants

## Federal and State Grant Fund

Year Ended December 31, 2013

Grant	Balance, Dec. 31, 2012	Transfer From 2013 Budget	Expended	Canceled	Balance, Dec. 31, 2013
County & Local Grants:					
Union County Kids Recreation Trust	\$ 22,733.28				22,733.28
Union County Kids Recreation Trust - 2012	50,000.00				50,000.00
Union County Kids Tree Grant	6,600.00				6,600.00
Union County Heart Grant - 2012	992.00		968.50		23.50
Union County Heart Grant - 2013		1,000.00			1,000.00
Union County Streetfair Donation		3,000.00	3,000.00		
Knights of Columbus Donation	1,445.31		119.00		1,326.31
Fields of Dreams - Board of Education	5,018.57				5,018.57
NPHS Music Boosters		500.00			500.00
Old Guard of Summit Grant	1,679.08		1,040.00		639.08
Senior Citizen Bus Donation		50,000.00			50,000.00
Summit Area Foundation - Background Checks	4,930.00		1,426.00		3,504.00
	<u>93,398.24</u>	<u>54,500.00</u>	<u>6,553.50</u>		<u>141,344.74</u>
Federal Grants:					
Community Development Block Grant:					
Senior Citizen High Risk Health - 2009	184.00		150.00		34.00
Senior Citizen High Risk Health - 2011	150.07				150.07
Senior Citizen High Risk Health - 2012	4,510.00		4,510.00		
Senior Citizen High Risk Health - 2013		5,000.00	1,030.00		3,970.00
Senior Exercise and Arts & Crafts - 2012	4,400.00		4,400.00		
Senior Exercise and Arts & Crafts - 2013		4,400.00	1,610.00		2,790.00
Senior Citizen Transportation - 2012	3,900.00		3,900.00		
Senior Citizen Transportation - 2013		3,900.00	3,667.21		232.79
Senior Citizen Facility Improvements - 2011	4,300.00		4,300.00		
Senior Citizen Facility Improvements - 2012	25,000.00				25,000.00
Safe Routes to Schools	143,828.94		142,476.52		1,352.42
Bulletproof Vest Partnership	3,710.38	800.00	1,989.97		2,520.41
	<u>189,983.39</u>	<u>14,100.00</u>	<u>168,033.70</u>		<u>36,049.69</u>
State Grants:					
Drunk Driving Enforcement Fund	4,782.57	2,849.85	462.50		7,169.92
Body Armor Replacement Grant	9,277.33	2,601.58	1,989.98		9,888.93
NJ Transportation Trust - Livingston Ave	5,773.71				5,773.71
NJ Transportation Trust - Central Ave	19,714.71		2,697.50		17,017.21
NJ Transportation Trust - Pearl Street	10,188.35		10,188.35		0.00
NJ Transportation Trust - Oakwood Drive	205,000.00		12,807.50		192,192.50
NJ Transportation Trust - Streetscape	220,445.44		2,655.00		217,790.44
NJ Transportation Trust - Central Ave. Sec. 7		200,000.00			200,000.00
NJDEP Trails Grant					
State Share	8,797.50		6,269.63		2,527.87
Local Share	55.50				55.50
Clean Communities Grant	58,212.82	22,341.14	41,947.90		38,606.06
Recycling Tonnage Grant	136,774.17	19,154.64	30,310.00		125,618.81
Municipal Alliance on Alcoholism & Drug Abuse					
State Share - 2013		16,476.00	10,183.50		6,292.50
Local Share - 2013		4,119.00	195.74		3,923.26
Municipal Alliance on Alcoholism & Drug Abuse					
State Share - 2012	7,284.78		7,271.03	13.75	
Local Share - 2012	1,410.10		1,410.10		
Alcohol Education & Rehab Grant	1,073.84	211.10	128,388.73	13.75	1,284.94
	<u>688,790.82</u>	<u>267,753.31</u>	<u>128,388.73</u>	<u>13.75</u>	<u>828,141.65</u>
	<u>\$ 972,172.45</u>	<u>336,353.31</u>	<u>302,975.93</u>	<u>13.75</u>	<u>1,005,536.08</u>
	A		A-4	A-1	A

State and Federal Grants	Ref.
Matching Funds for Grants	A-3
	332,234.31
	A-3,A-4
	4,119.00
	336,353.31

## Borough of New Providence, N.J.

## Schedule of Unappropriated Reserves for Grants

## Federal and State Grant Fund

Year Ended December 31, 2013

<u>Grant</u>	<u>Balance</u> <u>Dec. 31, 2012</u>	Transfer			<u>Balance</u> <u>Dec. 31, 2013</u>
		<u>To 2013</u>	<u>Budget</u>	<u>Received</u>	
Recycling Tonnage Grant	\$ 19,154.64	19,154.64		20,874.91	20,874.91
Body Armor Replacement Fund	2,601.58	2,601.58		3,239.96	3,239.96
Bulletproof Vest Partnership	800.00	800.00			
Drunk Driving Enforcement Fund	<u>2,849.85</u>	<u>2,849.85</u>		<u>1,821.02</u>	<u>1,821.02</u>
	<u>\$ 25,406.07</u>	<u>25,406.07</u>		<u>25,935.89</u>	<u>25,935.89</u>
	A	A-23		A-4	A

**Borough of New Providence, N.J.**

**Schedule of Interfund Current Fund**

**Federal and State Grant Fund**

**Year Ended December 31, 2013**

		<u>Ref.</u>	
Balance - December 31, 2012	- Due from	A	\$ 800.00
Decreased by:			
Received		A-4	<u>800.00</u>
Balance - December 31, 2013	- Due from	A	\$ <u>0.00</u>

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## Borough of New Providence, N.J.

## Schedule of Cash

## Trust Funds

Year Ended December 31, 2013

	<u>Ref.</u>	<u>Animal License Fund</u>	<u>Other Trust Fund</u>	<u>Emergency Services Volunteers LOSAP</u>
Balance - December 31, 2012	B	\$ <u>13,871.24</u>	<u>2,080,701.36</u>	<u>250,730.53</u>
Increase by Receipts:				
Interfund - Current Fund	B-5			124.69
Other Receivables	B-6			173,610.46
Dog License Fees - Borough	B-4	7,981.40		
Replacement/Late Fees	B-4	460.00		
Other Trust Funds	B-10			841,897.11
Construction & Other Deposits	B-12			212,019.32
Unemployment Trust Fund	B-13			9,001.80
Reserve for Municipal Open Space	B-14			32,308.07
LOSAP Contributions	B-15			21,000.00
Net Assets Available for Benefits	B-16			52,610.57
Total Receipts		<u>8,441.40</u>	<u>1,268,961.45</u>	<u>73,610.57</u>
		<u>22,312.64</u>	<u>3,349,662.81</u>	<u>324,341.10</u>
Decreased by Disbursements:				
Interfund - Current Fund	B-5			80.72
Reserve for Dog Expenditures	B-7	357.32		
Interfund - General Capital Fund	B-9			75,000.00
Other Trust Funds	B-10			1,021,646.98
Construction & Other Deposits	B-12			193,799.04
Unemployment Trust Fund	B-13			8,539.72
Reserve for Municipal Open Space	B-14			2,400.00
Net Assets Available for Benefits	B-16			3,364.58
Total Disbursements		<u>357.32</u>	<u>1,301,466.46</u>	<u>3,364.58</u>
Balance - December 31, 2013	B	<u>\$ 21,955.32</u>	<u>2,048,196.35</u>	<u>320,976.52</u>

## Borough of New Providence, N.J.

## Analysis of Assessment Cash

## Assessment Trust Fund

Year Ended December 31, 2013

	<u>Ref.</u>	
Fund Balance	B-1	\$ 790.40
Interfund - Current Fund	B-5	<u>(790.40)</u>
		\$ <u>_____</u>

## Schedule of Cash Dog License Collector

## Animal License Trust Fund

Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	B	35.00
Increased by:		
Dog License Fees - Borough Share	B-7	7,962.60
Replacement/Late Fees	B-7	460.00
State Fees Collected	B-8	<u>809.40</u>
		\$ <u>9,232.00</u>
		<u>9,267.00</u>
Decreased by:		
Dog License Fees Paid to Treasurer	B-2	7,981.40
Replace/Late Fees Paid to Treasurer	B-2	460.00
State Fees Paid to State	B-8	<u>810.60</u>
		<u>9,252.00</u>
Balance - December 31, 2013	B	<u>15.00</u>

## Borough of New Providence, N.J.

## Schedule of Due from/(to) Current Fund

## Trust Funds

Year Ended December 31, 2013

	<u>Ref.</u>	<u>Total</u>	<u>Assessment Fund</u>	<u>Animal License Fund</u>	<u>Open Space Fund</u>	<u>Other Trust Funds - Dev. Escrow</u>	<u>Other Trust Funds - Public Defender</u>	<u>Recreation Trust Fund</u>
Balance - December 31, 2012	B	\$ (8,994.15)	790.40		49.21	(8.76)	175.00	(10,000.00)
Increased by:								
Added Open Space Tax	B-14	78.76			78.76			
Statutory Excess Animal Fund	B-7	6,972.32		6,972.32				
Disbursed	B-2	80.72				80.72		
		(1,862.35)	790.40	6,972.32	127.97	71.96	175.00	(10,000.00)
Decreased by:								
Receipts	B-2	124.69			49.21	75.48		
Balance - December 31, 2013	B	\$ <u>(1,987.04)</u>	<u>790.40</u>	<u>6,972.32</u>	<u>78.76</u>	<u>(3.52)</u>	<u>175.00</u>	<u>(10,000.00)</u>
			B-3					

## Exhibit B-6

## Borough of New Providence, N.J.

## Other Accounts Receivable - Outside Police Duty

## Trust Funds

Year Ended December 31, 2013

	<u>Ref.</u>		
Balance - December 31, 2012	B		\$ 3,628.62
Increased by:			
Outside Police Duty Services	B-10		<u>173,960.65</u>
			<u>177,589.27</u>
Decreased by:			
Receipts	B-2		<u>173,610.46</u>
Balance - December 31, 2013	B		\$ <u>3,978.81</u>

Exhibit B-7

Borough of New Providence , N.J.

Reserve for Animal License Fund Expenditures

Trust Funds

Year Ended December 31, 2013

Ref.

Balance - December 31, 2012	B	\$ 13,903.84
<b>Increased by:</b>		
Dog License Fees - Borough Share	B-4	7,962.60
Replacement/Late Fees	B-4	<u>460.00</u>
		<u>8,422.60</u>
		22,326.44
<b>Decreased by:</b>		
Statutory Excess	B-5	6,972.32
Expenditures Under N.J.S. 40A:4-39	B-2	<u>357.32</u>
		<u>7,329.64</u>
Balance - December 31, 2013	B	\$ <u>14,996.80</u>

License Fees Collected

2012	7,497.80
2011	<u>7,499.00</u>
	\$ <u>14,996.80</u>

Exhibit B-8

Due to State of New Jersey

Trust Fund

Year Ended December 31, 2013

Balance - December 31, 2012	<u>Ref.</u>		\$ 2.40
<b>Increased by:</b>			
State Share of Dog License Fee	B-4		<u>809.40</u>
<u>811.80</u>			
<b>Decreased by:</b>			
Disbursed	B-4		<u>810.60</u>
Balance - December 31, 2013	B	\$	<u>1.20</u>

Exhibit B-9

Interfund - General Capital Fund

Municipal Open Space Trust Fund

Year Ended December 31, 2013

Balance - December 31, 2012	Due to	<u>Ref.</u>	\$ 75,000.00
<b>Decreased by:</b>			
Disbursed	B-2		<u>75,000.00</u>
Balance - December 31, 2013	Due to	B	\$ <u>0.00</u>

## Borough of New Providence , N.J.

## Schedule of Other Trust Funds

## Trust Funds

Year Ended December 31, 2013

<u>Purpose</u>	Balance			<u>Dec. 31, 2013</u>
	<u>Dec. 31, 2012</u>	<u>Increase</u>	<u>Decrease</u>	
Affordable Housing	\$ 25,714.06	402.60		26,116.66
Employee Flex Spending	2,587.67	6,921.02	7,680.00	1,828.69
Forfeitures	10,030.76	0.95	1,000.00	9,031.71
Municipal Alliance	12,894.79	4,587.60	4,891.60	12,590.79
Parking Offenses Adjudication Act	3,078.46	370.00		3,448.46
Outside Employment of Police	70,003.74	173,960.65	147,907.43	96,056.96
Public Defender Fees	11,147.99	3,253.00		14,400.99
Snow Removal Reserve	483,019.64	150,300.00	167,306.57	466,013.07
Planning Brd. / Brd. Of Adj. Escrow	2,773.75	10,510.00	6,512.50	6,771.25
Unclaimed Property - Police	1,034.61			1,034.61
Recreation	225,721.48	615,436.70	649,906.91	191,251.27
Redemption of Outside Liens		16,415.24	16,415.24	
Premium on Tax Sale		33,500.00	16,200.00	17,300.00
Tree Replacement Program	8,960.00	200.00	3,826.73	5,333.27
	<u>\$ 856,966.95</u>	<u>1,015,857.76</u>	<u>1,021,646.98</u>	<u>851,177.73</u>
	B			B

	<u>Ref.</u>	
Receipts	B-2	841,897.11
Disbursed	B-2	1,021,646.98
Other Accounts Receivable	B-6	<u>173,960.65</u>
		<u>1,015,857.76</u>
		<u>1,021,646.98</u>

**Exhibit B-11**

**Borough of New Providence , N.J.**

**Schedule of Payroll Deductions Payable**

**Trust Funds**

**Year Ended December 31, 2013**

<u>Account</u>		<u>Balance</u> <u>Dec. 31, 2012</u>	<u>Receipts</u>	<u>Disbursed</u>	<u>Balance</u> <u>Dec. 31, 2013</u>
Net Salaries & Wages	\$	4,100,103.17		4,100,103.17	
Payroll Agency		<u>48,099.00</u>	<u>3,923,067.31</u>	<u>3,922,128.79</u>	<u>49,037.52</u>
	\$	<u><u>48,099.00</u></u>	<u><u>8,023,170.48</u></u>	<u><u>8,022,231.96</u></u>	<u><u>49,037.52</u></u>
		B			B

## Borough of New Providence, N.J.

## Schedule of Construction and Other Deposits

## Trust Funds

Year Ended December 31, 2013

	<u>Ref.</u>	<u>Total</u>	Performance <u>Bonds</u>	Sewer <u>Openings</u>	Road <u>Openings</u>	Well <u>Abandonment</u>	Lot <u>Grading</u>	Eggers Court Storm Water <u>Detention</u>
Balance - December 31, 2012	B	\$ 512,678.67	454,669.17	1,000.00	18,319.50	4,200.00	32,490.00	2,000.00
Increased by:								
Receipts	B-2	212,019.32	178,679.32		22,690.00	5,600.00	5,050.00	
		724,697.99	633,348.49	1,000.00	41,009.50	9,800.00	37,540.00	2,000.00
Decreased by:								
Disbursed	B-2	193,799.04	165,551.54		17,717.50		10,530.00	
Balance - December 31, 2013	B	\$ 530,898.95	467,796.95	1,000.00	23,292.00	9,800.00	27,010.00	2,000.00

## Borough of New Providence, N.J.

## Schedule of Reserve for Unemployment Insurance

## Trust Funds

Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	B	\$ 22,190.21
Increased by:		
Receipts	B-2	<u>9,001.80</u>
		<u>31,192.01</u>
Decreased by:		
Disbursed	B-2	<u>8,539.72</u>
Balance - December 31, 2013	B	<u>\$ 22,652.29</u>

## Schedule of Reserve for Municipal Open Space

## Trust Funds

Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	B	\$ 607,709.60
Increased by:		
Interest On Investments	B-2	63.07
Tax Levy	B-2	32,245.00
Added Taxes	B-5	<u>78.76</u>
		<u>32,386.83</u>
		<u>640,096.43</u>
Decreased by:		
Disbursed	B-2	<u>2,400.00</u>
Balance - December 31, 2013	B	<u>\$ 637,696.43</u>

## Borough of New Providence , N.J.

## LOSAP Contribution Receivable

## Trust Funds

Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	B	\$ 21,000.00
Increased by:		
Borough Contributions	B-16	<u>24,500.00</u>
		45,500.00
Decreased by:		
Received	B-2	<u>21,000.00</u>
Balance - December 31, 2013	B	<u>\$ 24,500.00</u>

Schedule of Emergency Services Volunteer Length  
of Service Award Program - Net Assets Available for Benefits

## Trust Funds

Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	B	\$ 271,730.53
Increased by:		
Borough Contributions	B-15	24,500.00
Appreciation	B-2	<u>52,610.57</u>
		<u>77,110.57</u>
		348,841.10
Decreased by:		
Withdrawals		1,566.14
Administrative Charges		<u>1,798.44</u>
	B-2	<u>3,364.58</u>
Balance - December 31, 2013	B	<u>\$ 345,476.52</u>

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## Borough of New Providence, N.J.

## Schedule of Cash

## General Capital Fund

Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	C	\$ 2,428,956.68
Increased by Receipts:		
Various Receivables	C-4	384,000.00
Deferred Charges Unfunded	C-6	24,544.00
Interfund - Current Fund	C-7	62,176.31
Interfund - Municipal Open Space	C-8	75,000.00
Budget Appropriations:		
Capital Improvement Fund	C-12	<u>150,000.00</u>
		<u>695,720.31</u>
		3,124,676.99
Decreased by Disbursements:		
Interfund Current Fund	C-7	150,000.00
Improvement Authorizations	C-11	<u>2,661,221.78</u>
		<u>2,811,221.78</u>
Balance - December 31, 2013	C	<u>\$ 313,455.21</u>

## **Borough of New Providence, N.J.**

## Analysis of Cash

## General Capital Fund

### **Year Ended December 31, 2013**

	<u>Ref.</u>	
Fund Balance	C-1	\$ 184,135.12
Due from Current Fund	C-7	(249,998.14)
Due from FEMA	C-4	(293,407.50)
Due from Community Pool	C-6	(40,000.00)
Due from Union County	C-4	(75,000.00)
Capital Improvement Fund	C-12	559.13
Various Reserves	C-13	124,394.00

#### Improvement Authorizations:

## Ordinance

<u>Number</u>	<u>Improvement Description</u>	
07-08	Various Capital Improvements	371,539.05
08-07	Various Capital Improvements	254,322.54
08-12	Academy Street Project	86,794.60
08-13	Downtown Streetscape Project	260.37
09-13	Various Capital Improvements	21,636.00
10-13	Various Capital Improvements	36,377.48
10-19	Lighting at Lieder Field	(11,352.24)
11-09	Acquisition of Equipment	24,881.53
11-17	Various Capital Improvements	383,356.21
12-08	Various Capital Improvements	(1,027,709.79)
12-14	Imp. To Various Fields & Parks	(130,673.55)
13-03	Various Capital Improvements	(42,656.41)
13-05	Various Capital Improvements	349,400.00
13-07	Renovation & Recon. Of Basketball Courts	92,356.25
13-08	Repairs/Rebuilding detention Basins	314,121.56
13-09	Imp. To Various Fields & Parks	(59,881.00)
		\$ 313,455.21

## Borough of New Providence, N.J.

## Schedule of Various Receivables

## General Capital Fund

Year Ended December 31, 2013

	<u>Balance</u> <u>Dec. 31, 2012</u>	<u>Grants/</u> <u>Contributions</u>	<u>Cash</u> <u>Received</u>	<u>Cancelled</u>	<u>Balance</u> <u>Dec. 31, 2013</u>
<u>Federal Emergency Management Agency</u>					
Ord. 13-08 Repairs/Rebuilding Detention Basins	\$ 293,407.50				293,407.50
<u>Voluntary Contribution</u>					
Ord. 07-13 Downtown Streetscape Project	67,492.97		34,000.00		33,492.97
Ord. 13-05 Various Capital Improvements City of Summit		350,000.00	350,000.00		
Ord. 13-07 Renovation and Reconstruction of Basketball Courts - Community Pool		40,000.00			40,000.00
<u>County of Union</u>					
Ord. 12-14 Improvements to Various Fields and Parks	25,000.00				25,000.00
Ord. 13-07 Renovation and Reconstruction of Basketball Courts		50,000.00			50,000.00
	<hr/> \$ 92,492.97	<hr/> 733,407.50	<hr/> 384,000.00	<hr/> <hr/> <hr/>	<hr/> <hr/> <hr/> 441,900.47
	<hr/> C	<hr/> C-11	<hr/> C-2	<hr/> <hr/> <hr/>	<hr/> <hr/> <hr/> C/C-3

**Borough of New Providence, N.J.**

**Schedule of Deferred Charges to Future  
Taxation - Funded**

**General Capital Fund**

**Year Ended December 31, 2013**

	<u>Ref.</u>	
Balance - December 31, 2012	C	\$ 13,400,000.00
Decreased by:		
Paid by Current Year Budget Appropriations:		
Serial Bonds	C-10	1,200,000.00
NJEIT Trust / Loans Payable	C-9	<u>255,000.00</u>
		<u>1,455,000.00</u>
Balance - December 31, 2013	C	<u>\$ 11,945,000.00</u>

## Exhibit C-6

## Borough of New Providence, N.J.

## Schedule of Deferred Charges to Future Taxation - Unfunded

## General Capital Fund

Year Ended December 31, 2013

Ordinance Number	Improvement Description	Balance Dec. 31, 2012	2013 Authorizations	Funded	Balance Dec. 31, 2013	Analysis of Balance - Dec. 31, 2013		
						Financed by Bond Anticipation Notes	Expended	Unexpended Improvement Authorization
10-19	Lighting at Lieder Field	35,896.24		24,544.00	11,352.24		11,352.24	
12-08	Various Capital Improvements	2,319,425.00		250,000.00	2,069,425.00		1,027,709.79	1,041,715.21
12-14	Imp. To Various Fields & Parks	190,000.00			190,000.00		130,673.55	59,326.45
13-03	Various Capital Improvements		2,361,700.00		2,361,700.00		42,656.41	2,319,043.59
13-07	Renovation & Recon. Basketball Courts		104,700.00		104,700.00			104,700.00
13-08	Repairs/Rebuilding Detention Basins		481,592.50		481,592.50			481,592.50
13-09	Imp. To Various Fields & Parks		71,250.00		71,250.00		59,881.00	11,369.00
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		\$ 2,545,321.24	3,019,242.50	274,544.00	5,290,019.74		1,272,272.99	4,017,746.75
		C	C-11/C-15		C			

Receipts Funded by Budget Appropriation	Ref.	
	C-2/C-15	24,544.00
	C-7	250,000.00
		274,544.00

Improvement Authorizations Unfunded C-11 4,017,746.75

**Exhibit C-7**

**Borough of New Providence, N.J.**

**Schedule of Interfund - Current Fund**

**General Capital Fund**

**Year Ended December 31, 2013**

			<u>Ref.</u>
Balance - December 31, 2012	- Due from	C	\$ 62,174.45
Increased by:			
Deferred Charges - Unfunded		C-6	250,000.00
Disbursed		C-2	<u>150,000.00</u>
			<u>400,000.00</u>
			462,174.45
Decreased by:			
Interest Earned		C-2	1.86
Capital Surplus Anticipated as Revenue		C-1	150,000.00
Received		C-2	<u>62,174.45</u>
			<u>212,176.31</u>
Balance - December 31, 2013	- Due from	C, C-3	\$ <u>249,998.14</u>

**Exhibit C-8**

**Schedule of Interfund - Municipal Open Space Trust**

**General Capital Fund**

**Year Ended December 31, 2013**

			<u>Ref.</u>
Balance - December 31, 2012	- Due From	C	\$ 75,000.00
Decreased by:			
Receipts		C-2	<u>75,000.00</u>
Balance - December 31, 2013	- Due From	C	\$ <u>                  </u>

**Exhibit C-9**

**Borough of New Providence, N.J.**

**Schedule of New Jersey Environmental Infrastructure Trust/Loans Payable**

**General Capital Fund**

**Year Ended December 31, 2013**

	<u>Ref.</u>	<u>Total</u>	<u>Series 1998F</u>
Balance - December 31, 2012	C	\$ 525,000.00	525,000.00

Decreased by:

Principal Paid

	C-5	<u>255,000.00</u>	<u>255,000.00</u>
--	-----	-------------------	-------------------

Balance - December 31, 2013	C	<u>\$ 270,000.00</u>	<u>270,000.00</u>
-----------------------------	---	----------------------	-------------------

Payment Schedule:

	<u>Due Date</u>	<u>Rate</u>	<u>Total</u>	<u>Series 1998F</u>
	3/1/2014	6.50%	270,000.00	270,000.00
			<u>270,000.00</u>	<u>270,000.00</u>

## Borough of New Providence, N.J.

## Schedule of General Serial Bonds Payable

## General Capital Fund

Year Ended December 31, 2013

Purpose	Date of Issue	Original Issue	Maturities of Bonds Outstanding, December 31, 2013		Interest Rate	Balance Dec. 31, 2012	Decreased	Balance Dec. 31, 2013
			Date	Amount				
Refunding Bonds	12/1/2003	4,600,000.00				\$ 340,000.00	340,000.00	
General Improvement Bonds	8/1/2006	4,165,000.00	8/1/2014	340,000.00	4.125%	3,020,000.00	340,000.00	2,680,000.00
			8/1/2015	340,000.00	4.125%			
			8/1/2016	340,000.00	4.125%			
			8/1/2017	340,000.00	4.125%			
			8/1/2018	340,000.00	4.125%			
			8/1/2019	340,000.00	4.125%			
			8/1/2020	340,000.00	4.250%			
			8/1/2021	300,000.00	4.250%			
General Refunding Bonds	4/10/2012	790,000.00	7/15/2014	205,000.00	1.500%	605,000.00	210,000.00	395,000.00
			7/15/2015	190,000.00	1.500%			
General Improvement Bonds	5/15/2012	8,910,000.00	5/15/2014-21	610,000.00	2.000%	8,910,000.00	310,000.00	8,600,000.00
			5/15/2022-25	620,000.00	2.000%			
			5/15/2026	620,000.00	2.125%			
			5/15/2027	620,000.00	2.200%			
						\$ 12,875,000.00	1,200,000.00	11,675,000.00
						C		C

Bonds Paid by Budget Appropriation

Ref.  
C-51,200,000.00  
1,200,000.00

## Borough of New Providence, N.J.

## Schedule of Improvement Authorizations

## General Capital Fund

Year Ended December 31, 2013

Ordinance Number	Improvement Description	Ordinance Date	Amount	Balance Dec. 31, 2012		2013 Authorizations	Paid or Charged	Balance Dec. 31, 2013	
				Funded	Unfunded			Funded	Unfunded
<b>General Improvements:</b>									
05-06	Various Capital Improvements	05-23-05	1,127,800.00	\$ 25.00			25.00		
06-11	Various Capital Improvements	05-22-06	748,600.00	143.00			143.00		
07-08	Various Capital Improvements	04-23-07	2,538,800.00	532,524.10			160,985.05	371,539.05	
08-07	Various Capital Improvements	05-27-08	1,652,300.00	307,421.30			53,098.76	254,322.54	
08-12	Academy Street Project	07-28-08	175,000.00	94,408.60			7,614.00	86,794.60	
08-13	Downtown Streetscape Project	07-28-08	50,000.00	260.37				260.37	
09-13	Various Capital Improvements	08-24-09	526,000.00	273,101.67			251,465.67	21,636.00	
10-13	Various Capital Improvements	08-23-10	666,000.00	147,505.96			111,128.48	36,377.48	
11-09	Acquisition of Equipment	04-25-11	55,000.00	24,881.53				24,881.53	
11-17	Various Capital Improvements	06-13-11	1,163,700.00	614,707.19			231,350.98	383,356.21	
12-08	Various Capital Improvements	05-29-12	2,441,500.00	88,610.40	2,319,425.00		1,366,320.19		1,041,715.21
12-14	Imp. To Various Fields & Parks	10-22-12	300,000.00	110,000.00	190,000.00		240,673.55		59,326.45
13-03	Various Capital Improvements	05-28-13	2,486,000.00			2,486,000.00	166,956.41		2,319,043.59
13-05	Various Capital Improvements	07-22-13	350,000.00			350,000.00	600.00	349,400.00	
13-07	Renovation & Recon. Of Basketball Courts	08-26-13	200,000.00			200,000.00	2,943.75	92,356.25	104,700.00
13-08	Repairs/Rebuilding detention Basins	08-26-13	800,000.00			800,000.00	4,285.94	314,121.56	481,592.50
13-09	Imp. To Various Fields & Parks	09-09-13	75,000.00			75,000.00	63,631.00		11,369.00
			\$ 2,193,589.12	2,509,425.00	3,911,000.00	2,661,221.78	1,935,045.59	4,017,746.75	
			C	C	C-2	C	C	C	

Various Grants & Contributions	Ref.	
Deferred Charges to Future Taxation - Unfunded	C-4	733,407.50
Capital Improvement Fund	C-6/C-15	3,019,242.50
	C-13	158,350.00
		3,911,000.00

**Borough of New Providence, N.J.****Schedule of Capital Improvement Fund****General Capital Fund****Year Ended December 31, 2013**

	<u>Ref.</u>	
Balance - December 31, 2012	C	\$ 8,909.13
Increased by:		
Budget Appropriation	C-2	<u>150,000.00</u>
		158,909.13
Decreased by:		
Appropriated to Finance Improvement Authorizations	C-11	<u>158,350.00</u>
Balance - December 31, 2013	C/C-3	<u>\$ 559.13</u>

**Exhibit C-13****Borough of New Providence, N.J.****Schedule of Various Reserves****General Capital Fund****Year Ended December 31, 2013**

	Balance <u>Dec. 31, 2012</u>	<u>Increased</u>	<u>Decreased</u>	Balance <u>Dec. 31, 2013</u>
Debt Service	\$ 90,394.00	34,000.00		124,394.00
	<hr/>	<hr/>	<hr/>	<hr/>
	<u>\$ 90,394.00</u>	<u>34,000.00</u>	<u> </u>	<u>124,394.00</u>
	C	C-14		C/C-3

**Exhibit C-14****Schedule of Reserve for Various Grants Receivable****General Capital Fund****Year Ended December 31, 2013**

	Balance <u>Dec. 31, 2012</u>	<u>Increased</u>	<u>Decreased</u>	Balance <u>Dec. 31, 2013</u>
<u>Voluntary Contribution</u>				
Ord. 07-13 Downtown Streetscape Project	\$ 67,492.97		34,000.00	33,492.97
	<hr/>	<hr/>	<hr/>	<hr/>
	<u>\$ 67,492.97</u>	<u> </u>	<u>34,000.00</u>	<u>33,492.97</u>
	C		C-4/C-13	C

## Borough of New Providence, N.J.

## Schedule of Bonds and Notes Authorized But Not Issued

## General Capital Fund

Year Ended December 31, 2013

<u>Ordinance Number</u>	<u>Improvement Description</u>	Balance <u>Dec. 31, 2012</u>	2013 <u>Authorizations</u>	Decreased	Balance <u>Dec. 31, 2013</u>
<u>General improvements:</u>					
10-19	Lighting Lieder Field	\$ 35,896.24	24,544.00		11,352.24
12-08	Various Capital Improvements	2,319,425.00	250,000.00		2,069,425.00
12-14	Imp. To Various Fields & Parks	190,000.00			190,000.00
13-03	Various Capital Improvements		2,361,700.00		2,361,700.00
13-07	Renovation & Recon. Basketball Courts		104,700.00		104,700.00
13-08	Repairs/Rebuilding Detenotion Basins		481,592.50		481,592.50
13-09	Imp. To Various Fields & Parks		71,250.00		71,250.00
		<hr/>	<hr/>	<hr/>	<hr/>
		\$ 2,545,321.24	3,019,242.50	274,544.00	5,290,019.74
		Footnote C	C-11		Footnote C

	<u>Ref.</u>	
Receipts	C-6	24,544.00
Funded by Budget Appropriation	C-6	250,000.00
		274,544.00

**BOROUGH OF NEW PROVIDENCE**

**PART II**

**LETTER ON INTERNAL CONTROL AND COMPLIANCE**

**COMMENTS AND RECOMMENDATIONS**

**YEAR ENDED DECEMBER 31, 2013**

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# Ferraioli, Wielkotz, Cerullo & Cuva, P.A.

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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

The Honorable Mayor and  
Members of the Borough Council  
Borough of New Providence  
New Providence, NJ 07974

We have audited, in accordance with auditing standards generally accepted in the United States of America; audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey; and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the financial statements-regulatory basis of the Borough of New Providence in the County of Union as of and for the year ended December 31, 2013 and the related notes to the financial statements, and have issued our report thereon dated June 16, 2014, which was adverse due to being presented in accordance with New Jersey regulatory basis of accounting.

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

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



Honorable Mayor and  
Members of the Borough Council  
Page 2.

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.

We did identify certain immaterial deficiencies in internal control that we have reported to management of the Borough of New Providence in the accompany comments and recommendations section of this report.

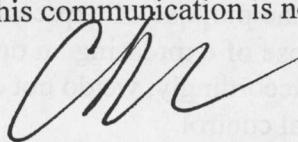
### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Borough of New Providence's financial statements-regulatory basis are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

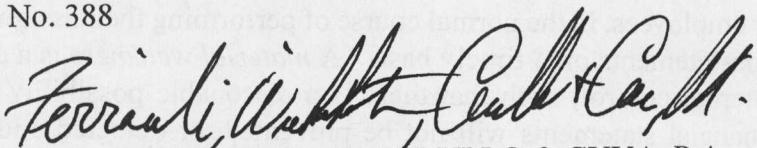
However, we noted certain immaterial instances of noncompliance that we have reported to the management of the Borough of New Providence in the accompanying comments and recommendations section of this report.

### **Purpose of this Report**

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



Charles J. Ferraioli, Jr., C.P.A.  
Registered Municipal Accountant  
No. 388



FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A.  
Certified Public Accountants  
Pompton Lakes, New Jersey

June 16, 2014



## **GENERAL COMMENTS**

### **Contracts and Agreements**

N.J.S.A. 40A:11-4 states "Every contract awarded by the contracting agent for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the governing body of the contracting unit to the lowest responsible bidder after public advertising for bids and bidding therefor, except as is provided otherwise in this act or specifically by any other law."

Effective April 17, 2000 and thereafter the bid thresholds in accordance with N.J.S.A. 40A:11-3 (as amended) is \$17,500.00 and \$25,000.00 with a qualified purchasing agent. On July 1, 2010 the threshold was increased to \$36,000.00 with a qualified purchasing agent.

N.J.S.A. 40A:11-2 contains definitions for terms used throughout N.J.S.A. 40A:11-1 et seq. and was amended under P.L. 1999, c.440. It includes as subsection (23) the term 'competitive contracting', which is defined as "the method described in sections 1 through 5 of P.L. 1999, c.440 (C.40:11-4.1 through C.40A:11-4.5) of contracting for specialized goods and services in which formal proposals are solicited from vendors' formal proposals are evaluated by the purchasing agent or counsel; and the governing body awards a contract to a vendor or vendors from among the formal proposals received."

N.J.S.A. 40A:11-3 was amended with P.L. 1999, c.440 to raise the bid threshold and require award by governing body resolution. "When the cost or price of any contract awarded by the purchasing agent in the aggregate does not exceed in a contract year the total sum of \$17,500.00, the contract may be awarded by a purchasing agent when so authorized by ordinance or resolution as appropriate to the contracting unit, of the governing body of the contracting unit without public advertising for bids and bidding therefor, except that the governing body may adopt an ordinance or resolution to set a lower threshold for the receipt of public bids or the solicitation of competitive quotations."

N.J.S.A. 40A:11-15 was amended with P.L. 1999, c.440 to extend the base contract period. "Any contract made pursuant to this section may be awarded for a period of 24 consecutive months, except that contracts for professional services pursuant to paragraph (1) of subsection (a) of N.J.S.A. 40A:11-5 may be awarded for a period not exceeding 12 consecutive months."

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

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

Jaycee Park Restroom Facility  
Grass & Garden Waste Collection  
Emergency Generator Project

Resolutions were adopted authorizing the awarding of contracts and agreements for "Professional Services" N.J.S. 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 material or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear cut violation existed. No violations were disclosed.

Our examination of expenditures did not reveal any individual payments, contracts or agreements in excess of the statutory threshold "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 provisions of N.J.S. 40A:11-6.

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

The statute provides the method for authorizing interest and the maximum rates 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 7, 2013 adopted the following resolution authorizing interest to be charged on delinquent taxes and year end penalty:

BE IT RESOLVED by the Mayor and Council of the Borough of New Providence, County of Union, State of New Jersey, that the interest rate on delinquent taxes shall be established at the rate of eight percent (8%) per annum on amounts up to \$1,500.00 and eighteen percent (18%) per annum on amounts over \$1,500.00 and that pursuant to N.J.S.A. 54:4-67, as amended, there is hereby imposed a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00, who fails to pay said delinquency prior to December 31, 2013. The penalty be and the same hereby is fixed at six percent (6%) of the amount of delinquency, and that the penalty as herein provided shall be in addition to all other interest and penalty provisions now existing for unpaid taxes.

BE IT FURTHER RESOLVED, that there is hereby established, pursuant to New Jersey Statute 54:4-67, as amended, a ten (10) day grace period for the payment of any current year tax installment. During said ten-day grace period, no interest shall be chargeable upon the then-current tax installment payments due.

It appears from our test of the collector's record that interest was collected in accordance with the foregoing resolution.

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

The last tax sale was held on June 5, 2013 and was complete.

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

<u>Year</u>	<u>Number of Liens</u>
2013	3
2012	3
2011	3

It is essential to good management that all means provided by statute be utilized to liquidate tax title liens in order to get such properties back on a taxpaying basis.

## **Verification of Delinquent Taxes and Other Charges**

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

The result of the test, which was made for the year ending December 31, 2013, is not yet known, but a separate report will be rendered if any irregularities are developed. In addition we utilized analytical review procedures to ascertain the validity of the receivables.

## **COMMENTS**

### **Other Comments**

Amount being charged by the construction department for hot water heater replacement does not agree with the Borough fee ordinance.

A resolution accepting and approving of the audit Corrective Action Plan was not adopted.

## **RECOMMENDATIONS**

1. That the construction code fee ordinance be amended for the replacement fee for hot water heaters.
2. That a resolution approving and accepting the audit Corrective Action Plan be prepared.

## **STATUS OF PRIOR YEAR AUDIT FINDINGS/RECOMMENDATIONS**

A review was performed on all prior year recommendations and corrective action was taken on all items except those marked with an “\*”.

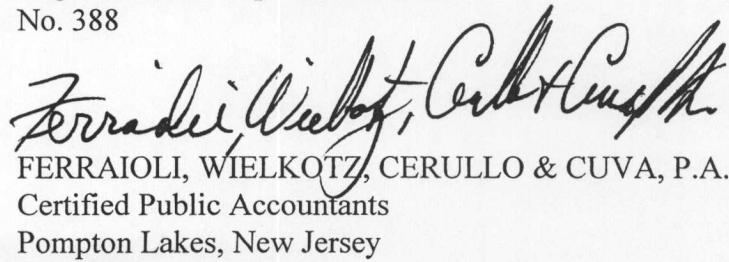
The problems and weaknesses noted in our audit were not of such magnitude that they would affect our ability to express an opinion on the financial statements taken as a whole.

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

Very truly yours,



Charles J. Ferraioli, Jr., C.P.A.  
Registered Municipal Accountant  
No. 388



FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A.  
Certified Public Accountants  
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