

**BOROUGH OF PENNINGTON
COUNTY OF MERCER
NEW JERSEY**

**FINANCIAL STATEMENTS
AND
SUPPLEMENTARY DATA
AND INFORMATION**

**FOR THE YEARS ENDED
DECEMBER 31, 2012 AND 2011**

HODULIK & MORRISON, P.A.

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

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

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MERCER COUNTY, NEW JERSEY

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MERCER COUNTY, NEW JERSEY**

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BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

PART I
INDEPENDENT AUDITOR'S REPORT
FINANCIAL STATEMENTS

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INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members
of the Borough Council
Borough of Pennington
County of Mercer, New Jersey

Report on the Financial Statements

We have audited the accompanying balance sheets – regulatory basis of the various funds and governmental fixed assets of the Borough of Pennington, County of Mercer, New Jersey as of December 31, 2012 and 2011 the related statements of operations and changes in fund balance- regulatory basis for the years then ended and the related statement of revenues – regulatory basis and statement of expenditures – regulatory basis of the various funds for the year ended December 31, 2012, and the related notes to the financial statements as listed in the table of contents.

Management's Responsibilities for the Financial Statements

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

Auditor's Responsibility

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

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

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

The financial statements referred to above include the assets and liabilities of the Borough's Length of Service Award Program (LOSAP), which, by regulation, is subject to an accountant's review report and is unaudited. The Length of Service Award Program is included in the Trust Fund.

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

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

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U. S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to in the first paragraph do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial positions of the Borough of Pennington, County of Mercer, New Jersey, as of December 31, 2012, the changes in its financial position, or, where applicable, its cash flows for the year then ended. The financial statements referred to in the first paragraph include the Statement of Governmental Fixed Assets, which is unaudited. As described in Note 2 to the financial statements, under Other Comprehensive Basis of Accounting basis, the general fixed assets account group, is utilized for control purposes to account for the asset acquisitions and dispositions of the Borough's governmental-type funds (Current, Grant and General Capital Funds), but not to increase the assets, fund balances or expenses of governmental activities. The amounts that should be reported in the statement of governmental fixed assets has not been determined.

Opinion on Regulatory Basis of Accounting

In our opinion, except for the effects of such adjustments, if any, as might have been determined had we audited the Statement of Governmental Fixed Assets, the financial statements – regulatory basis, referred to above present fairly, in all material respects, the financial position – regulatory basis of the various funds and governmental fixed assets of the Borough of Pennington, County of Mercer New Jersey as of December 31, 2012 and the results of operations and changes in fund balance – regulatory basis and statement of expenditures – regulatory basis of the various funds for the year ended December 31, 2012, on the basis of accounting described in Note 2.

Other Matters

Other Information

Our audit was made for the purpose of forming an opinion on the financial statements of the Borough of Pennington, County of Mercer, New Jersey. The information included in Part II – Supplementary Schedules and Part III – Supplementary Data, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the financial statements of the Borough of Pennington, County of Mercer, New Jersey. The Part II – Supplementary Schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying account and other records used to prepare the financial statements, or to the financials statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the Untied States of America, and in our opinion, the information is fairly stated, in all material respects, in relation to the financial statements – regulatory basis, taken as a whole. The schedules and information contained in Part III have not been subjected to auditing procedures applied in the audit of the financial statements and, accordingly we do not express an opinion, or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued a report dated July 8, 2013 on our consideration of the Borough of Pennington’s internal control over financial reporting and on our tests of its compliance with certain provision of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Governmental Auditing Standards* in considering the Borough of Pennington’s internal control over financial reporting and compliance.

Hodulik & Morrison, P.A.

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

Robert S. Morrison

Robert S. Morrison
Registered Municipal Accountant
No. 412

Highland Park, New Jersey
July 8, 2013

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

Honorable Mayor and Members
of the Borough Council
Borough of Pennington
County of Mercer, New Jersey

We have audited, in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, the financial statements – regulatory basis of the Borough of Pennington as of and for the year ended December 31, 2012, and the related notes to the financial statements, which collectively comprise the Borough of Pennington's financial statements and have issued our report thereon dated July 8, 2013. Our report was modified due to the departures from accounting principles generally accepted in the United States of America that, as disclosed in Note 2, are embodied in the regulatory basis of accounting that is followed by the auditee and our report based upon the Other Comprehensive Basis of Accounting financial statement presentation was qualified based upon the lack of evidence to support amount reported in the Statement of Governmental Fixed Assets.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Borough of Pennington's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Borough of Pennington's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Borough of Pennington's internal control over financial reporting.

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 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.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in the internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

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

We noted certain matters, including matters relating to the design of the Borough's internal control over financial reporting, which we reported to the Borough in the General Comments section of this report.

Purpose of this Report

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

Hodulik & Morrison, P.A.

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

Highland Park, New Jersey
July 8, 2013

FINANCIAL STATEMENTS

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

CURRENT FUND

COMPARATIVE BALANCE SHEET-REGULATORY BASIS
DECEMBER 31, 2012 AND 2011

ASSETS	REF.	BALANCE	BALANCE	LIABILITIES, RESERVES	REF.	BALANCE	BALANCE
		DEC. 31, 2012	DEC. 31, 2011	AND FUND BALANCE	DEC. 31, 2012	DEC. 31, 2011	
Cash and Investments - Treasurer	A-4	\$ 1,259,668.67	\$ 679,949.84	Liabilities:	A-3, A-13	\$	\$ 264,077.04
Change Funds	A-5	200.00	115.00	Appropriation Reserves	A-14	179,420.54	112,937.24
				Prepaid Property Taxes	A-15	61,857.19	171.78
		<u>1,259,868.67</u>	<u>680,064.84</u>	Tax Overpayments	A-3, A-13	34,000.00	107,439.64
Receivables and Other Assets With				Reserve for Encumbrances	A-16	103,729.11	57,372.37
Full Reserves:				Var. Reserves and Accts. Payable	A-8	34,750.30	655.68
Delinquent Prop. Taxes Receivable	A-7	114,724.04	230,939.39	Due to State of NJ SC/Vet Deductions	A-12	505.00	1.06
Property Acquired for Taxes (At				Interfunds Payable	A-11	1.06	2,093.36
Assessed Valuation)	A-9	17,810.00	17,810.00	Taxes Payable		61,110.77	
Revenue Accounts Receivable	A10	10,115.25	2,994.52			475,373.97	544,747.11
Interfunds Receivable	A-12	30,405.10	313,309.48	Reserve for Receivables	Reserve	173,054.39	565,053.39
		<u>173,054.39</u>	<u>565,053.39</u>	Fund Balance	A-1	809,494.70	235,534.41
Deferred Charges:				Total Current Fund		1,457,923.06	1,345,334.91
Operating Deficit	A-6		99,416.68				
Emergency Approp.	A-6	25,000.00	800.00	Grant Fund:			
		<u>25,000.00</u>	<u>100,216.68</u>	Reserve for Encumbrances	A-19	\$ 28,325.91	\$ 28,076.45
Total Current Fund		<u>1,457,923.06</u>	<u>1,345,334.91</u>	Interfunds Payable	A-18	57,500.00	310,000.00
Grant Fund:				Reserve for State and Federal Grants:			
Cash And Investments	A-4	\$ 1,112.82	\$ 31,167.79	Appropriated	A-19	1,183,802.13	985,483.12
State and Federal Grants Receivable	A-17	1,268,515.22	1,296,631.52	Unappropriated	A-20		4,239.74
		<u>1,269,628.04</u>	<u>1,327,799.31</u>	Total Grant Fund		1,269,628.04	1,327,799.31
Total Grant Fund		<u>1,269,628.04</u>	<u>1,327,799.31</u>				
		<u>\$ 2,727,551.10</u>	<u>\$ 2,673,134.22</u>			\$ 2,727,551.10	\$ 2,673,134.22

Note: See Notes to Financial Statements

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

CURRENT FUND
COMPARATIVE STATEMENT OF OPERATIONS AND
CHANGE IN FUND BALANCE-REGULATORY BASIS
FOR THE YEARS ENDED DECEMBER 31, 2012 AND 2011

<u>REVENUE AND OTHER INCOME REALIZED</u>	<u>REF.</u>	<u>YEAR 2012</u>	<u>YEAR 2011</u>
Fund Balance Appropriated	A-1,A-2	\$ 100,000.00	\$ 320,091.53
Miscellaneous Revenues Anticipated	A-2	1,170,374.39	1,136,921.83
Receipts from Delinquent Taxes	A-2	230,939.39	224,051.82
Receipts from Current Taxes	A-2	12,049,886.10	11,417,999.01
Non-Budget Revenue	A-2	25,289.71	116,012.44
Other Credits to Income:			
Senior Citizens Cancelled by State	A-8	1,000.00	
Interfunds Returned(Net)	Various	155,726.89	
Unexpended Balance of Approp. Reserves	A-13	233,624.85	72,877.38
		<u>13,966,841.33</u>	<u>13,287,954.01</u>
Total Revenues			
<u>EXPENDITURES AND OTHER CHARGES</u>			
Budget Appropriations:			
Operating:			
Salaries and Wages	A-3	977,000.00	1,034,575.00
Other Expenses	A-3	1,790,463.83	1,640,440.37
Capital Improvements	A-3	15,000.00	327,140.00
Municipal Debt Service	A-3	326,692.52	334,128.37
Def. Charges and Statutory Expend.	A-3	293,532.08	227,957.50
Regional School Tax	A-11	6,844,591.86	6,816,349.88
County Tax	A-11	2,704,613.86	2,536,214.94
County Added Tax	A-11	61,110.77	2,093.36
Special District Tax	A-11	149,000.00	149,441.00
Local Open Space Tax	A-2,A-11	49,642.00	49,813.57
Settlement	A-15	100,000.00	
Interfund Loans Advanced (Net)	Varioius	1.06	309,990.04
Refund of Prior Years Revenues	A-4	6,233.06	5,026.66
		<u>13,317,881.04</u>	<u>13,433,170.69</u>
Total Expenditures			
Excess (Deficit) in Revenue (Balance Forward)		648,960.29	(145,216.68)

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

CURRENT FUND
COMPARATIVE STATEMENT OF OPERATIONS AND
CHANGE IN FUND BALANCE REGULATORY BASIS
FOR THE YEARS ENDED DECEMBER 31, 2012 AND 2011

	<u>REF.</u>	<u>YEAR 2012</u>	<u>YEAR 2011</u>
Excess (Deficit) in Revenue (Balance Brought Forward)		\$ 648,960.29	\$ (145,216.68)
Adjust. to Income Before Fund Balance:			
Expenditures Included Above Which are by Statutes Deferred Charges to Budget of Succeeding Years			
Operating Deficit	A-6		99,416.68
Emergency Appropriation	A-3	<u>25,000.00</u>	<u>45,800.00</u>
Statutory Excess (Deficit) to Fund Balance		\$ 673,960.29	\$ (145,216.68)
 <u>FUND BALANCE</u>			
Balance - January 1	A	<u>235,534.41</u>	<u>555,625.94</u>
		909,494.70	555,625.94
Decreased by:			
Utilization as Anticipated Revenue	A-1	<u>100,000.00</u>	<u>320,091.53</u>
Balance - December 31	A	<u>\$ 809,494.70</u>	<u>\$ 235,534.41</u>

Note: See Notes to Financial Statements

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

Exhibit - A-2
Page 1 of 2

CURRENT FUND
STATEMENT OF REVENUES-REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2012

	REF.	ANTICIPATED 2012 BUDGET	APPROP. N.J.S.A. 40A:4-87	REALIZED	EXCESS OR (DEFICIT)
Surplus Anticipated	A-1	\$ 100,000.00	\$	\$ 100,000.00	\$
Fees and Permits	A-10	12,000.00		20,402.00	\$ 8,402.00
Fines and Costs:					
Municipal Court	A-10	66,700.00		80,255.92	13,555.92
Interest and Costs on Taxes	A-10	55,700.00		47,838.08	(7,861.92)
Interest on Investments and Deposits	A-10	10,000.00		9,426.28	(573.72)
Trash Collection Fees	A-10	37,400.00		38,293.00	893.00
Consolidated Municipal Property Tax Relief Aid	A-10	14,922.00		14,922.00	
Energy Receipts Taxes	A-10	172,659.00		172,659.00	
Dedicated Uniform Construction Code Fees Offset with Appropriations (N.J.S.A. 40A:4-36 and N.J.A.C. 5:23-4.17):					
Uniform Construction Code Fees	A-10	48,000.00		62,136.00	14,136.00
Public and Private Revenues Offset with Approps.:					
Body Armor Grant	A-3		937.83	937.83	
Recycling Grant	A-3		3,900.54	3,900.54	
NJ DOT Streetscape Improvements	A-3		220,000.00	220,000.00	
US DOT Trans. Comm. Preservation	A-3		266,760.00	266,760.00	
DVRPC Grant	A-3	30,000.00		30,000.00	
Alcohol Education & Rehab	A-3	4,239.74	4,169.06	8,408.80	
DEP Recreation Trails	A-3	24,700.00		24,700.00	
Other Special Items:					
Grant Fund Interfund	A-10	126,582.59		126,582.59	
Administrative Charge to Library	A-10	4,000.00		4,000.00	
Verizon/Comcast Franchise Fee	A-10	34,739.55		34,739.55	
Interlocal Agreement-Hopewell Boro/Twp.	A-10	5,516.00		4,412.80	(1,103.20)
 Total Miscellaneous Revenues	A-1	<u>647,158.88</u>	<u>495,767.43</u>	<u>1,170,374.39</u>	<u>27,448.08</u>
Receipts from Delinquent Taxes	A-1, A-2, A-8	<u>230,939.39</u>		<u>230,939.39</u>	
Subtotal General Revenues		<u>878,098.27</u>	<u>495,767.43</u>	<u>1,401,313.78</u>	<u>27,448.08</u>
Amount to be Raised by Taxes for Support of Municipal Budget:					
Local Tax for Municipal purposes Including Reserve for Uncollected Taxes		2,005,564.32		2,311,486.72	305,922.40
Minimum Library Tax		<u>164,440.89</u>		<u>164,440.89</u>	
Total Amount to be Raised by Taxes for Support of Municipal Budget	A-2	<u>2,170,005.21</u>		<u>2,475,927.61</u>	<u>305,922.40</u>
Budget Totals		3,148,103.48	495,767.43	3,977,241.39	\$ 333,370.48
Non-Budget Revenues	A-1, A-10			<u>25,289.71</u>	
		<u>\$ 3,148,103.48</u>	<u>\$ 495,767.43</u>	<u>\$ 4,002,531.10</u>	
	Ref.	A-3	A-3		

() Denotes Deficit

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

CURRENT FUND
STATEMENT OF REVENUES-REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2012

<u>ANALYSIS OF REALIZED REVENUES</u>	<u>REF.</u>		
<u>Allocation of Current Tax Collections:</u>			
2012 Collections	A-7	11,790,584.74	
Prepaid Taxes Applied	A-7	112,937.24	
Tax Overpayments Applied	A-7	171.78	
Homestead Rebates	A-7	127,942.34	
State Share of Sr. Citizen's and Veteran's Deductions Allowed	A-7	<u>18,250.00</u>	
	A-1		\$ 12,049,886.10
<u>Allocated to:</u>			
Regional School Tax	A-11	6,844,591.86	
County Taxes	A-11	2,704,613.86	
Added County Taxes	A-11	61,110.77	
Special District Tax	A-11	149,000.00	
Local Open Space Tax	A-1	<u>49,642.00</u>	
			<u>9,808,958.49</u>
			2,240,927.61
Add: Reserve for Uncollected Taxes	A-3	<u>235,000.00</u>	
Amount for Support of Municipal Budget	A-2		\$ <u><u>2,475,927.61</u></u>
<u>Allocation of Delinquent Tax Collections:</u>			
Collections	A-7		\$ <u>230,939.39</u>
	A-2		\$ <u><u>230,939.39</u></u>

Note: See Notes to Financial Statements

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY
STATEMENT OF EXPENDITURES
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2012

	2012 BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	EXPENDED		UNEXPENDED BALANCE CANCELLED
				ENCUMBERED	RESERVED	
Operations Within "CAPS"						
GENERAL GOVERNMENT:						
Office of Business Administrator						
Salaries and Wages	\$ 15,000.00	\$ 8,000.00	6,562.50	\$	1,437.50	
Other Expenses	13,500.00	13,500.00	12,853.11	252.00	394.89	
Elections						
Other Expenses	2,000.00	2,000.00	1,631.00		369.00	
Financial Administration						
Salaries and Wages	34,000.00	33,000.00	32,575.82		424.18	
Other Expenses	17,000.00	17,000.00	14,606.75		2,393.25	
Assessment of Taxes						
Salaries and Wages	14,200.00	14,200.00	14,037.92		162.08	
Other Expenses						
Maintenance of Tax Map	5,000.00	5,000.00	3,683.00	1,317.00		
Misc. Other Expenses	5,000.00	3,000.00	1,692.68		1,307.32	
Collection of Taxes						
Salaries and Wages	21,300.00	18,300.00	17,547.78		752.22	
Other Expenses	6,500.00	6,500.00	4,940.33	75.10	1,484.57	
Mayor & Council						
Other Expenses	1,000.00	1,000.00	684.98	28.48	286.54	
Office of the Borough Clerk						
Salaries and Wages	46,000.00	40,000.00	39,703.77		296.23	
Other Expenses	12,500.00	12,500.00	6,783.38	569.34	5,147.28	
Municipal Court						
Salaries and Wages	28,250.00	28,250.00	26,462.00		1,788.00	
Other Expenses	4,250.00	4,250.00	2,677.31		1,572.69	
Public Defender						
Other Expenses	1,400.00	1,400.00	475.00		925.00	
Legal Services and Costs						
Other Expenses	52,000.00	60,000.00	49,640.44		10,359.56	
Municipal Prosecutor						
Salaries and Wages	3,800.00	3,800.00	3,718.06		81.94	
Engineering Services and Costs						
Other Expenses	66,850.00	56,850.00	27,371.75	21,319.25	8,159.00	
Public Bldgs. and Grounds						
Salaries and Wages	13,400.00	13,800.00	13,513.30		286.70	
Other Expenses	39,000.00	39,000.00	24,397.47	9,896.54	4,705.99	
Municipal Land Use Act (N.J.S.A. 40:55D-1)						
Planning and Zoning						
Salaries and Wages	45,000.00	45,000.00	44,250.89		749.11	
Other Expenses	10,000.00	10,000.00	3,969.38	157.51	5,873.11	

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY
STATEMENT OF EXPENDITURES
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2012

	2012 BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	ENCUMBERED	RESERVED	BALANCE CANCELLED
Operations Within "CAPS" (Cont'd.)						
<u>GENERAL GOVERNMENT:</u>						
Shade Tree						
Salaries and Wages	\$ 7,200.00	7,200.00	6,586.06	\$	613.94	
Other Expenses	12,500.00	12,500.00	8,212.67	60.00	4,227.33	
Insurance						
Group Insurance	155,000.00	149,060.00	141,295.84		7,764.16	
Workers Compensation	13,887.00	37,377.00	37,369.00		8.00	
Liability and Other Insurance	24,860.00	24,860.00	23,318.62		1,541.38	
Surety Bonds	1,500.00	1,500.00	847.00		653.00	
<u>PUBLIC SAFETY:</u>						
Police						
Salaries and Wages	465,000.00	462,700.00	445,975.14		16,724.86	
Other Expenses	39,500.00	40,500.00	28,787.96	9,645.20	2,066.84	
First Aid Organization - Contribution	23,482.00	23,482.00	23,482.00			
<u>STREETS AND ROADS:</u>						
Road Repairs and Maintenance						
Salaries and Wages	196,250.00	196,250.00	195,346.62		903.38	
Other Expenses	80,000.00	105,000.00	49,939.65	12,821.53	42,238.82	
Street Lighting						
Other Expenses	32,000.00	32,000.00	27,459.89	2,794.14	1,745.97	
Sanitation						
Garbage and Trash Removal						
Salaries and Wages	44,300.00	44,300.00	44,191.35		108.65	
Other Expenses	145,900.00	145,900.00	113,774.63	12,056.18	20,069.19	

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY
STATEMENT OF EXPENDITURES
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2012

	BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	ENCUMBERED	RESERVED	BALANCE CANCELLED
Operations Within "CAPS" (Cont'd.)						
<u>HEALTH AND WELFARE:</u>						
Board of Health	\$ 500.00	500.00	95.00	\$	405.00	
Other Expenses						
<u>RECREATION AND EDUCATION:</u>						
Recreation Committee						
Salaries and Wages	9,200.00	9,200.00	8,589.29		610.71	
Other Expenses	6,673.31	6,673.31	4,355.90		2,317.41	
Celebration of Public Event						
Other Expenses	1,500.00	1,500.00	1,350.00	150.00		
<u>OTHER BOARDS & COMMISSIONS:</u>						
Environmental Commission						
Other Expenses	500.00	800.00	308.64		491.36	
Economic Development Commission						
Other Expenses	500.00	500.00	157.60		342.40	
State Uniform Construction Code (N.J.S.A. 52:27D-120 et seq.)						
Office of the Construction Code Official						
Salaries and Wages	53,000.00	53,000.00	52,092.62		907.38	
Other Expenses	1,253.46	1,253.46	267.75	110.00	875.71	
<u>UNCLASSIFIED:</u>						
Telephone	14,500.00	15,500.00	14,067.59	167.02	1,265.39	
Electricity	22,500.00	22,500.00	16,972.25	1,788.51	3,739.24	
Gasoline & Lubricants	46,500.00	46,500.00	41,376.62	1,768.28	3,355.10	
Natural Gas	14,500.00	14,500.00	7,413.71	1,216.73	5,869.56	
Salary & Wage Adjustment						

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

STATEMENT OF EXPENDITURES
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2012

	2012 BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	EXPENDED		UNEXPENDED BALANCE CANCELLED
				ENCUMBERED	RESERVED	
Operations Within "CAPS" (Contd.)						
Total Operations Within "CAPS"	\$ 1,869,455.77	1,891,405.77	1,647,412.02	76,192.81	167,800.94	
Total Operations Including Contingent Within "CAPS"	1,869,455.77	1,891,405.77	1,647,412.02	76,192.81	167,800.94	
DETAIL:						
Salaries and Wages	995,900.00	977,000.00	951,153.12		25,846.88	
Other Expenses	873,555.77	914,405.77	696,258.90	76,192.81	141,954.06	
Deferred Charges and REGULATORY Expend. - Municipal Within "CAPS":						
Deferred Charges:						
Operating Deficit	99,416.58	99,416.58	99,416.58			
REGULATORY Expenditures:						
Contribution to:						
Public Employees Retirement System	42,265.50	42,265.50	42,265.50			
Police and Firemen's Retirement	72,050.00	72,050.00	72,050.00			
Unemployment Insurance						
Social Security System (O.A.S.I.)	79,000.00	79,000.00	79,000.00			
Total Deferred Charges and REGULATORY Expenditures - Municipal Within "CAPS"	292,732.08	292,732.08	292,732.08			
Total General Approp. for Municipal Purposes Within "CAPS"	2,162,187.85	2,184,137.85	1,940,144.10	76,192.81	167,800.94	

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

Exhibit - A-3
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STATEMENT OF EXPENDITURES
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2012

	2012 BUDGET	BUDGET AFTER MODIFICATION	EXPENDED		UNEXPENDED BALANCE CANCELLED
			PAID OR CHARGED	ENCUMBERED RESERVED	
<u>OPERATIONS EXCLUDED FROM "CAPS"</u>					
Maintenance of Free Public Library	164,440.89	164,440.89	144,377.74	10,823.80	9,239.35
L.O.S.A.P. Contribution:					
First aid Organization	9,000.00	9,000.00	8,864.91		135.09
Interlocal Service Agreements:					
Emergency 911 and Dispatch	65,000.00	65,000.00	48,750.00	16,250.00	
Health Services	37,100.00	37,100.00	37,100.00		
Recycling Agreement	23,500.00	23,620.00	23,617.44		2.56
Administration of Municipal Alliance Program	1,460.00	1,460.00	1,400.00		60.00
Janitorial Services	5,000.00	7,000.00	4,817.40		2,182.60
Animal Control	9,800.00	10,730.00	10,730.00		
Basic Life Support Services.	3,000.00	3,000.00	3,000.00		
State and Federal Programs Offset by Revenues:					
Recycling Tonnage Grant		3,900.54	3,900.54		
Municipal Aid Downtown Streetscape		220,000.00	220,000.00		
BodyArmor Replacement Fund		937.83	937.83		
USDOT		266,760.00	266,760.00		
DVRPC Grant	30,000.00	30,000.00	30,000.00		
Clean Communities	4,239.74	8,408.80	8,408.80		
Green Acres Planning Incentive	24,700.00	24,700.00	24,700.00		
Total Operations - Excluded from "CAPS"	377,240.63	876,058.06	837,364.66	27,073.80	11,619.60
DETAIL:					
Salaries and Wages					
Other Expenses	377,240.63	876,058.06	837,364.66	27,073.80	11,619.60

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

STATEMENT OF EXPENDITURES
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2012

	2012 BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	EXPENDED		UNEXPENDED BALANCE CANCELLED
				ENCUMBERED	RESERVED	
Capital Improvements - Excluded from "CAPS"						
Capital Improvement Fund	\$ 15,000.00	15,000.00	15,000.00	\$		
Total Capital Improvements - Excluded from "CAPS"	15,000.00	15,000.00	15,000.00			
<u>Municipal Debt Service - Excluded from "CAPS":</u>						
Payment of Bond Principal	250,000.00	250,000.00	250,000.00			26,307.48
Interest on Bonds	103,000.00	103,000.00	76,692.52			4,875.00
Interest on Notes	4,875.00	4,875.00				
Total Municipal Debt Service - Excluded from "CAPS"	357,875.00	357,875.00	326,692.52			31,182.48
Deferred Charges - Municipal - Excluded from "CAPS"						
Emergency Authorizations	800.00	800.00	800.00			
Total Deferred Charges - Municipal - Excluded from "CAPS"	800.00	800.00	800.00			

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

STATEMENT OF EXPENDITURES
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2012

	2012 BUDGET	BUDGET AFTER MODIFICATION	EXPENDED		RESERVED	UNEXPENDED BALANCE CANCELLED
			PAID OR CHARGED	ENCUMBERED		
Total General Appropriations for Municipal Purposes Excluded from "CAPS"	750,915.63	1,249,733.06	1,179,857.18	27,073.80	11,619.60	31,182.48
Subtotal General Appropriations	2,913,103.48	3,433,870.91	3,120,001.28	103,266.61	179,420.54	31,182.48
Reserve for Uncollected Taxes	235,000.00	235,000.00	235,000.00			
Total General Appropriations	\$ 3,148,103.48	3,668,870.91	3,355,001.28	103,266.61	179,420.54	31,182.48
	Ref. A-2		A-1	A,A-1	A,A-1	
Adopted Budget	A-2	3,148,103.48				
Emergency Appropriations	A-1,A-6	25,000.00				
Added by N.J.S.A. 40A:4-87	A-2	495,767.43				
		<u>3,668,870.91</u>				
Disbursed	A-4		2,465,077.43			
Reserve for Uncollected Taxes	A-2		235,000.00			
Public & Private Programs Approp.	A-2		554,707.17			
Deferred Charges	A-6		100,216.68			
			<u>3,355,001.28</u>			

Note: See Notes to Financial Statements

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

GENERAL CAPITAL FUND
COMPARATIVE BALANCE SHEET-REGULATORY BASIS
DECEMBER 31, 2012 AND 2011

<u>ASSETS</u>	<u>REF.</u>	<u>BALANCE</u> <u>DEC. 31, 2012</u>	<u>BALANCE</u> <u>DEC. 31, 2011</u>
Cash and Investments - Treasurer	C-2	\$ 118,478.85	\$ 160,979.91
Due from Grant Fund	C-6	57,500.00	
Due from Current Fund	C-5	1.06	
Deferred Charges to Future Taxation:			
Funded	C-4	1,898,000.00	2,148,000.00
Unfunded	C-7	918,623.97	593,623.97
		<u>\$ 2,992,603.88</u>	<u>\$ 2,902,603.88</u>
<u>LIABILITIES, RESERVES</u>			
<u>AND FUND BALANCE</u>			
General Serial Bonds	C-9	\$ 1,898,000.00	\$ 2,148,000.00
Improvement Authorizations:			
Funded	C-8	115,190.82	136,976.81
Unfunded	C-8	918,100.00	593,100.00
Capital Improv. Fund	C-10	20,518.45	20,018.45
Reserve for Encumbrances	C-8	14,302.33	
Fund Balance	C-1	26,492.28	4,508.62
		<u>\$ 2,992,603.88</u>	<u>\$ 2,902,603.88</u>

There were Bonds and Notes Authorized but not Issued on December 31, 2012 in the amount of \$918,623.97(Exhibit C-11).

Note: See Notes to Financial Statements

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

GENERAL CAPITAL FUND
 STATEMENT OF FUND BALANCE-REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2012

	<u>REF.</u>	
Balance - December 31, 2011	C	\$4,508.62
Increased by:		
Improvement Authorizations Cancelled	C-7	<u>21,983.66</u>
Balance - December 31, 2012	C	<u><u>\$26,492.28</u></u>

Note: See Notes to Financial Statements

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

WATER AND SEWER UTILITY FUND
COMPARATIVE BALANCE SHEET-REGULATORY BASIS
DECEMBER 31, 2012 AND 2011

ASSETS	REF.	BALANCE DEC. 31, 2012	BALANCE DEC. 31, 2011	LIABILITIES, RESERVES AND FUND BALANCE	REF.	BALANCE DEC. 31, 2012	BALANCE DEC. 31, 2011
Operating Fund:							
Cash and Investments - Treasurer	D-4	\$ 183,028.11	\$ 215,064.30				
		<u>183,028.11</u>	<u>215,064.30</u>				
Receivables With Full Reserves: Consumer Accounts Receivable	D-6	74,634.44	90,999.53		Reserve D-1	74,634.44	90,999.53
		<u>74,634.44</u>	<u>90,999.53</u>			<u>78,312.31</u>	<u>44,323.24</u>
Total Operating Fund		<u>257,662.55</u>	<u>306,063.83</u>			<u>257,662.55</u>	<u>306,063.83</u>
Capital Fund:							
Cash and Investments - Treasurer	D-4	7,636.60	17,197.04				
Fixed Capital	D-8	5,619,908.48	5,562,138.20				
Fixed Capital - Authorized and Uncompleted	D-9	618,979.32	676,749.60				
		<u>6,246,524.40</u>	<u>6,256,084.84</u>				
Total Capital Fund		<u>6,246,524.40</u>	<u>6,256,084.84</u>			<u>6,246,524.40</u>	<u>6,256,084.84</u>
		<u>\$ 6,504,186.95</u>	<u>\$ 6,562,148.67</u>			<u>\$ 6,504,186.95</u>	<u>\$ 6,562,148.67</u>
				Operating Fund: Liabilities:			
				Appropriation Reserves	D-3, D-10	\$ 47,983.37	\$ 96,657.44
				Reserve for Encumbrances	D-3	17,989.88	32,729.91
				Accounts Payable	D-11	10,772.50	10,772.50
				Rent Overpayments	D-7	414.13	883.11
				Accrued Interest on Bonds & Notes	D-12	27,555.92	29,698.10
				Reserve for Receivables	Reserve	104,715.80	170,741.06
				Fund Balance	D-1	74,634.44	90,999.53
						<u>78,312.31</u>	<u>44,323.24</u>
				Total Operating Fund		<u>257,662.55</u>	<u>306,063.83</u>
				Capital Fund:			
				Serial Bonds Payable	D-18	2,081,000.00	2,261,000.00
				Improvement Authorizations Funded	D-13	42,744.62	45,088.82
				Unfunded	D-13	721,491.07	716,194.71
				Due to Current Fund	D-15	27,000.00	
				Reserve for Encumbrances	D-13	7,348.00	46,860.60
				Capital Improvement Fund	D-14	123.55	123.55
				Reserve for Amortization	D-16	3,338,305.16	3,158,305.16
				Deferred Reserve for Amortization	D-17	28,512.00	28,512.00
				Total Capital Fund		<u>6,246,524.40</u>	<u>6,256,084.84</u>
						<u>\$ 6,504,186.95</u>	<u>\$ 6,562,148.67</u>

There were Bonds and Notes Authorized but not Issued at December 31, 2012 in the amount of \$791,070.64. (Exhibit D-19).

Note: See Notes to Financial Statements

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

WATER AND SEWER UTILITY OPERATING FUND
STATEMENT OF OPERATIONS AND
CHANGE IN FUND BALANCE-REGULATORY BASIS
FOR THE YEARS ENDED DECEMBER 31, 2012 AND 2011

<u>REVENUE AND OTHER INCOME REALIZED</u>	<u>REF.</u>	<u>YEAR 2012</u>	<u>YEAR 2011</u>
Fund Balance	D-1, D-2	\$ 44,087.60	\$ 38,014.50
Water and Sewer Rents	D-2,D-6	1,115,699.30	1,137,229.00
Miscellaneous Revenues not Anticipated:			
Interest on Delinquencies	D-2,D-4	4,336.70	4,988.35
Interest on Investments	D-2,D-4	919.81	2,437.30
Stonybrook Rebate	D-2,D-4	6,266.00	6,373.00
Miscellaneous	D-2,D-4	200.02	313.15
Unexpended Balance of Approp. Reserves	D-12	<u>108,172.66</u>	<u>56,900.53</u>
Total Revenues		<u>1,279,682.09</u>	<u>1,246,255.83</u>
 <u>EXPENDITURES</u>			
Budget Appropriations:			
Operating:			
Salaries and Wages	D-3	186,000.00	185,475.00
Other Expenses	D-3	701,422.10	726,875.45
Debt Service	D-3	253,917.82	231,249.74
Statutory Expenditures	D-3	<u>60,265.50</u>	<u>58,332.50</u>
Total Expenditures		<u>1,201,605.42</u>	<u>1,201,932.69</u>
Excess in Revenues		78,076.67	44,323.14
 <u>FUND BALANCE</u>			
Balance - January 1	D	<u>44,323.24</u>	<u>38,014.60</u>
		122,399.91	82,337.74
Decreased by:			
Utilization as Anticipated Revenue	D- 1	<u>44,087.60</u>	<u>38,014.50</u>
Balance - December 31	D	<u>\$ 78,312.31</u>	<u>\$ 44,323.24</u>

Note: See Notes to Financial Statements

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

WATER AND SEWER UTILITY OPERATING FUND
STATEMENT OF REVENUES-REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2012

	<u>REF.</u>	2012 <u>BUDGET</u>	<u>REALIZED</u>	EXCESS OR <u>(DEFICIT)</u>
Fund Balance	D-1	\$ 44,087.60	44,087.60	\$
Water and Sewer Rents	D-1,D-6	1,138,000.00	1,115,699.30	(22,300.70)
Additional Water & Sewer Rents		15,600.00		(15,600.00)
Stonybrook Rebate	D-1,D-4		6,266.00	
Interest on Delinquencies	D-1,D-4	4,000.00	4,336.70	336.70
Interest on Investments	D-1,D-4		919.81	919.81
Miscellaneous	D-1,D-5		200.02	200.02
		<u>\$ 1,201,687.60</u>	<u>\$ 1,171,509.43</u>	<u>\$ (36,444.17)</u>
	<u>Ref.</u>	D-3		

Note: See Notes to Financial Statements

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

Exhibit - D-3

WATER AND SEWER UTILITY OPERATING FUND
 STATEMENT OF EXPENDITURES-REGULATORY BASIS
 FOR THE YEAR ENDED DECEMBER 31, 2012

	2012 BUDGET	Transfers	BUDGET AFTER MODIFICATION	PAID OR CHARGED	EXPENDED		UNEXPENDED BALANCE CANCELLED
					ENCUMBERED	RESERVED	
Operating:							
Salaries and Wages	\$ 186,000.00		\$ 186,000.00	\$ 172,877.50	\$ 13,122.50	\$	
Other Expenses	217,000.00	-1,933.00	215,067.00	178,859.51	36,207.49		
Sewer Service Fee	294,109.00		294,109.00	294,108.94	0.06		
Group Insurance	155,000.00		155,000.00	141,295.67	13,704.33		
Workers' Compensation Insurance	13,887.00		13,887.00	13,877.00	10.00		
Liability Insurance	23,359.10		23,359.10	22,328.59	1,030.51		
Debt Service:							
Payment of Bond Principal	180,000.00		180,000.00	180,000.00			
Interest on Bonds	74,000.00		74,000.00	73,917.42			82.58
Statutory Expenditures:							
Contribution to:							
Public Employee's Retirement System	40,332.50	1,933.00	42,265.50	42,265.50			
Social Security System (O.A.S.I.)	18,000.00		18,000.00	16,101.64	1,898.36		
Total Water & Sewer Utility Appropriations	\$ 1,201,687.60		\$ 1,201,687.60	\$ 1,135,631.77	\$ 17,989.88	\$ 65,973.25	\$ 82.58
				D-1	D,D-1	D, D-1	
Disbursed				\$ 1,061,714.35			
Accrued Interest on Bonds and Notes				<u>73,917.42</u>			
				<u>\$ 1,135,631.77</u>			

Note: See Notes to Financial Statements

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

PAYROLL FUND
 COMPARATIVE BALANCE SHEET-REGULATORY BASIS
DECEMBER 31, 2012 AND 2011

<u>ASSETS</u>	<u>BALANCE</u> <u>DEC. 31, 2012</u>	<u>BALANCE</u> <u>DEC. 31, 2011</u>
Cash and Investments - Treasurer	\$ <u>10,212.68</u>	\$ <u>9,132.15</u>
	\$ <u><u>10,212.68</u></u>	\$ <u><u>9,132.15</u></u>
<u>LIABILITIES, RESERVES</u> <u>AND FUND BALANCE</u>		
Payroll Deductions Payable	\$ <u>10,212.68</u>	\$ <u>9,132.15</u>
	\$ <u><u>10,212.68</u></u>	\$ <u><u>9,132.15</u></u>

Note: See Notes to Financial Statements

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

STATEMENT OF GOVERNMENTAL FIXED ASSETS (UNAUDITED)
DECEMBER 31, 2012 AND 2011

	<u>2012</u>	<u>2011</u>
General Fixed Assets:		
Land	\$ 706,150.00	\$ 706,150.00
Buildings	1,970,980.00	1,970,980.00
Vehicles		
Equipment, Furniture & Fixtures	<u>668,517.14</u>	<u>668,517.14</u>
Total General Fixed Assets	<u>\$ 3,345,647.14</u>	<u>\$ 3,345,647.14</u>
Investment in General Fixed Assets	<u>\$ 3,345,647.14</u>	<u>\$ 3,345,647.14</u>

Note: See Notes to Financial Statements

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2012 AND 2011

Note 1: FORM OF GOVERNMENT

The Borough of Pennington operates under the legislative authority of N.J.S.A. 40A: 60-1 et seq., which provides for the election of a mayor to serve a term of four years and a council of six members serving three year terms. At its annual meeting, the council elects a president of the council who shall preside at all its meetings when the mayor is not present. The mayor is the head of the municipal government and the council is the legislative body. The Borough has adopted an administrative code, which provides for the delegation of a portion of executive responsibilities to an administrator and the organization of the council into standing committees to oversee various Borough activities.

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

Except as noted below, the financial statements of the Borough of Pennington include every board, body, officer or commission supported and maintained wholly or in part by funds appropriated by the Borough of Pennington, as required by N.J.S.A. 40A: 5-5. Accordingly, the financial statements of the Borough of Pennington do not include the operations of the free public library, first aid organization or fire company district.

B. Description of Funds

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

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

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

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

NOTES TO FINANCIAL STATEMENTS

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

B. Description of Funds (Cont'd.)

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

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

Governmental Fixed Assets - the General Fixed Asset Account Group is used to account for fixed assets used in governmental fund type operations for control purposes. All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available or any other reasonable basis, provided such basis is adequately disclosed in the financial statements. Donated fixed assets are valued at their estimated fair value on the date of donation. No depreciation is recorded on general fixed assets.

Payroll Fund - status of funds transferred to separate accounts for the purpose of paying net payrolls to employees and payroll deductions and employer contributions to the various taxing authorities and payroll agencies.

The Governmental Accounting Standards Board (GASB) is the accepted standards-setting body for establishing governmental accounting and financial reporting principles. The current format for governmental financial reporting was established in GASB Statement 34, "Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments". Codification of Governmental Accounting and Financial Reporting Standards recognizes three fund categories and two account groups as appropriate for the accounting and reporting of the financial position and results of operations in accordance with generally accepted accounting principles. This structure for external financial reporting differs from the organization of funds prescribed under the regulatory basis of accounting utilized by the Borough. The resultant presentation of financial position and results of operations in the form of basic financial statements is not intended to present the general purpose financial statements required by GAAP.

C. Basis of Accounting

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

Entity-Wide Financial Statements - The regulatory basis of accounting followed by New Jersey municipal government does not require the presentation of entity-wide statements of financial position and activities. GAAP requires such a presentation, excluding only fiduciary funds.

NOTES TO FINANCIAL STATEMENTS

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

C. Basis of Accounting (Cont'd.)

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

Expenditures - For purposes of financial reporting, expenditures are recorded as "paid or charged" or "appropriation reserves". Paid or charged refers to the Borough's "budgetary" basis of accounting. Generally, these expenditures are recorded when an amount is encumbered for goods or services through the issuance of a purchase order in conjunction with the encumbrance accounting system. Reserves for unliquidated encumbrances at the close of the year are reported as a cash liability. Encumbrances do not constitute expenditures under GAAP. Appropriation reserves refer to unexpended appropriation balances at the close of the year. Appropriation reserves are automatically created and recorded as a cash liability, except for amounts, which may be cancelled by the governing body. Appropriation reserves are available until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred and not recorded in the preceding fiscal year. Lapsed appropriation reserves are recorded as income. Generally, unexpended balances of budget appropriations are not recorded as expenditures under GAAP. For the purpose of calculating the results of Current Fund operations, the regulatory basis of accounting utilized by the Borough requires that certain expenditures be deferred, and raised as items of appropriation in budgets of succeeding years. These deferred charges include the two general categories of overexpenditures and emergency appropriations. Overexpenditures occur when expenditures recorded as "paid or charged" exceed available appropriation balances. Emergency appropriations occur when, subsequent to the adoption of a balanced budget, the governing body authorizes the establishment of additional appropriations based on unforeseen circumstances or for other special purposes as defined by statute. Overexpenditures and emergency appropriations are deducted from total expenditures in the calculation of operating results and are established as assets for Deferred Charges on the Current Fund balance sheet. GAAP does not permit the deferral of overexpenditures to succeeding budgets.

In addition, GAAP does not recognize expenditures based on the authorization of an appropriation. Instead, the authorization of special purpose expenditures, such as the preparation of tax maps or revaluation of assessable real property, would represent the designation of fund balance.

New Jersey statutes require municipalities to provide annual funding to Free Public Libraries through the Current Fund Budget. Amounts paid on behalf of the Free Public Library or transferred to the custody of the Library's management are recorded as budgetary expenditures of the Borough, notwithstanding the fact that the Library is recognized as a separate entity for financial reporting purposes. Under GAAP, the Library would be recognized as a "component unit" of the Borough, and discrete reporting of the Library's financial position and operating results would be incorporated into the Borough's financial statements.

NOTES TO FINANCIAL STATEMENTS

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

C. Basis of Accounting (Cont'd.)

Compensated Absences - The Borough has adopted written policies via employee contracts and municipal ordinances which set forth the terms under which an employee may accumulate earned, but unused, vacation and sick leave, establishes the limits on such accumulations and specifies the conditions under which the right to receive payment for such accumulations vests with the employee. The Borough does not generally permit accumulated leave to be compensable upon separation from service. The Borough records expenditures for payments of earned and unused vacation and sick leave in the accounting period in which the payments are made. GAAP requires that expenditures be recorded in the governmental (Current) fund in an amount that would normally be liquidated with available financial resources, and that expenditures be recorded in the enterprise (Water and Sewer Utility) fund on a full accrual basis.

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

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

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

Inventories of Supplies - The cost of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The costs of inventories are not included on the various balance sheets, with the exception of the Water and Sewer Utility Fund. Inventories for the respective years are presented on the balance sheet of the Water and Sewer Utility Fund for information purposes only. These inventories were not considered in the cost of operations for the respective years and were not audited as part of this report. The value was determined by management and accepted as presented to us.

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

NOTES TO FINANCIAL STATEMENTS

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

C. Basis of Accounting (Cont'd.)

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

The Borough had established a listing of its fixed assets prior to 1998. No additions or deletions to the listing have been made for at least eight accounting periods. The Statement of General Fixed Assets for the year ended December 31, 2012 and 2011 is unaudited.

Recent Accounting Standards

GASB issued Statement No. 64, "Derivative Instruments: Application of Hedge Accounting Termination Provisions – an amendment of GASB Statement No. 53" in June 2011. The Statement is to clarify whether an effective hedging relationship continues after the replacement of a swap counterparty or a swap counterparty's credit support provider. This statement sets forth criteria that establish when the effective hedging relationship continues and hedge accounting should continue to be applied.

GASB issued Statement No. 65, "Items Previously Reported as Assets and Liabilities" in March 2012. The objective of the Statement is to either (a) properly classify certain items that were previously reported as assets and liabilities as deferred outflows of resources or deferred inflows of resources or (b) recognize certain items that were previously reported as assets and liabilities as outflows of resources (expensed/expenditures) or inflows of resources (revenue).

GASB issued Statement No. 66, "Technical Corrections – 2012, an amendment of GASB Statements No. 10 and No. 62" in March 2012. The objective of the Statement is to improve accounting and financial reporting by state and local governmental entities by resolving conflicting guidance from the issuance of two pronouncements – Statements No. 54 and No. 62.

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

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

NOTES TO FINANCIAL STATEMENTS

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

C. Basis of Accounting (Cont'd.)

Recent Accounting Standards (cont'd)

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

The Borough does not prepare its financial statements in accordance with generally accepted accounting principles. Unless these new standards are incorporated into the other comprehensive basis of accounting that is utilized by the Borough through legislation or rulemaking they will not become part of the standards followed by the Borough for financial reporting.

Comparative Data

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

NOTES TO FINANCIAL STATEMENTS

Note 3: DEBT, DEBT SERVICE AND STATUTORY DEBT CONDITION

A. Summary of Municipal Debt for Capital Projects

	<u>YEAR 2012</u>	<u>YEAR 2011</u>
<u>Issued:</u>		
General:		
Bonds & Notes	\$ 1,898,000.00	\$ 2,148,000.00
Water & Sewer Util:		
Bonds & Notes	<u>2,081,000.00</u>	<u>2,261,000.00</u>
Total Debt Issued	<u>3,979,000.00</u>	<u>4,409,000.00</u>
Net Debt Issued	3,979,000.00	4,409,000.00
<u>Authorized but not Issued:</u>		
General:		
Bonds & Notes	918,623.97	593,623.97
Water & Sewer Util:		
Bonds & Notes	<u>791,070.64</u>	<u>791,070.64</u>
Total Authorized but not Issued	<u>1,709,694.61</u>	<u>1,384,694.61</u>
Net Bonds & Notes Issued and Authorized but not Issued	<u>\$ 5,688,694.61</u>	<u>\$ 5,793,694.61</u>

NOTES TO FINANCIAL STATEMENTS

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

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

Summarized below are the Borough's individual bond and loan issues which were outstanding at December 31, 2012 and 2011:

	<u>2012</u>	<u>2011</u>
<u>General Debt:</u>		
\$2,125,000 General Improvement Bonds Series 2004, due in annual installments of \$240,000 to \$95,000 through September 15, 2019, interest at 2.50% to 4.00%	\$ 720,000.00	\$ 830,000.00
\$230,000, Pension Refunding Bonds Series 2004, due in annual installments of \$150,000 to \$30,000 through September 15, 2013, interest at 4.65% to 5.20%	30,000.00	170,000.00
\$1,148,000 General Improvement Bonds Series 2010, due in annual installments of \$300,000 to \$83,000 through July 15, 2030, interest at 2.25% to 4.00%	<u>1,148,000.00</u>	<u>1,148,000.00</u>
Total General Debt	<u>1,898,000.00</u>	<u>2,148,000.00</u>
<u>Utility Debt:</u>		
\$1,775,000 Water & Sewer Utility Bonds Series 2004, due in annual installments of \$180,000 to \$90,000 through September 15, 2019, interest at 3.00% to 4.00%	715,000.00	895,000.00
\$1,366,000 Water & Sewer Utility Bonds Series 2010, due in annual installments of \$55,000 to \$86,000 through July 15, 2030, interest at 2.25% to 4.00%	<u>1,366,000.00</u>	<u>1,366,000.00</u>
Total Utility Debt	<u>2,081,000.00</u>	<u>2,261,000.00</u>
Total Debt Issued and Outstanding	<u>\$ 3,979,000.00</u>	<u>\$ 4,409,000.00</u>

NOTES TO FINANCIAL STATEMENTS

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

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

2012

Equalized Valuation Basis

2010 Equalized Valuation Basis of Real Property	501,439,010.00
2011 Equalized Valuation Basis of Real Property	491,076,649.00
2012 Equalized Valuation Basis of Real Property	<u>485,450,025.00</u>
Average Equalized Valuation	<u>\$ 492,655,228.00</u>

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

3 1/2% of Equalized Valuation Basis Municipal Net Debt	<u>17,242,932.98</u> <u>3,429,915.77</u>
Remaining Borrowing Power	<u>\$ 13,813,017.21</u>

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:

<u>2011</u>	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Regional School District Debt	\$3,937,250.48	\$3,937,250.48	\$
Water & Sewer Utility Debt	3,052,070.64	2,811,865.84	240,204.80
General Debt	<u>2,741,623.97</u>		<u>2,741,623.97</u>
	<u>\$9,730,945.09</u>	<u>\$6,749,116.32</u>	<u>\$2,981,828.77</u>

Net Debt \$2,981,828.77 Divided by Equalized Valuation Basis per N.J.S.A. 40A:2-2 as amended \$505,098,420.67 = 0.59%.

Equalized Valuation Basis

Equalized Valuation Basis

2009 Equalized Valuation Basis of Real Property	522,779,603.00
2010 Equalized Valuation Basis of Real Property	501,439,010.00
2011 Equalized Valuation Basis of Real Property	<u>491,076,649.00</u>
Average Equalized Valuation	<u>\$ 505,098,420.67</u>
3 1/2% of Equalized Valuation Basis Municipal Net Debt	<u>17,678,444.72</u> <u>\$2,981,828.77</u>
Remaining Borrowing Power	<u>\$ 14,696,615.95</u>

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

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

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

2012

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

Cash Receipts from Fees, Rents or Other Charges for Year	\$	1,171,509.43
Deductions:		
Operating & Maintenance Cost		947,687.60
Debt Service Per Water & Sewer Acct.		<u>253,917.82</u>
Total Deductions		<u>1,201,605.42</u>
Excess/(Deficit) in Revenues	\$	<u>(30,095.99)</u>

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

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

Excess/ (Deficit) in Revenues - Cash Basis (D-1)	\$	78,076.67
Less:		
Unexpended Balance of Appropriation Reserves		<u>108,172.66</u>
		<u>108,172.66</u>
Excess/ (Deficit) in Revenues	\$	<u>(30,095.99)</u>

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

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

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

2011

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

Cash Receipts from Fees, Rents or Other Charges for Year	\$ 1,189,355.30
Deductions:	
Operating & Maintenance Cost	970,682.95
Debt Service Per Water & Sewer Acct.	<u>231,249.74</u>
Total Deductions	<u>1,201,932.69</u>
Excess/(Deficit) in Revenues	<u>\$ (12,577.39)</u>

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

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

Excess/ (Deficit) in Revenues - Cash Basis (D-1)	\$ 44,323.14
Less:	
Capital Surplus Utilized in 2011 Operations Budget Appropriations	<u>56,900.53</u>
Excess/ (Deficit) in Revenues	<u>\$ (12,577.39)</u>

NOTES TO FINANCIAL STATEMENTS

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

C. Schedule of Annual Debt Service for Principal and Interest
for Bonded Debt Issued and Outstanding at December 31, 2012

Calendar Year	General		Water and Sewer Utility		Total
	Principle	Interest	Principle	Interest	
2013	\$ 170,000.00	\$ 66,462.50	\$ 165,000.00	70,041.25	471,503.75
2014	145,000.00	60,790.00	170,000.00	65,172.50	440,962.50
2015	150,000.00	56,246.25	175,000.00	59,941.25	441,187.50
2016	155,000.00	51,551.25	185,000.00	54,496.25	446,047.50
2017	<u>160,000.00</u>	<u>46,626.25</u>	<u>190,000.00</u>	<u>48,583.75</u>	<u>445,210.00</u>
Subtotal	<u>780,000.00</u>	<u>281,676.25</u>	<u>885,000.00</u>	<u>298,235.00</u>	<u>2,244,911.25</u>
2018	165,000.00	41,226.25	200,000.00	42,096.25	448,322.50
2019	170,000.00	35,276.25	205,000.00	34,871.25	445,147.50
2020	60,000.00	29,226.25	60,000.00	28,571.25	177,797.50
2021	60,000.00	27,276.25	60,000.00	26,621.25	173,897.50
2022	<u>65,000.00</u>	<u>25,326.25</u>	<u>65,000.00</u>	<u>24,508.75</u>	<u>179,835.00</u>
Subtotal	<u>520,000.00</u>	<u>158,331.25</u>	<u>590,000.00</u>	<u>156,668.75</u>	<u>1,425,000.00</u>
2023	65,000.00	23,051.25	65,000.00	22,193.13	175,244.38
2024	70,000.00	20,695.00	70,000.00	19,746.25	180,441.25
2025	70,000.00	18,157.50	70,000.00	17,165.00	175,322.50
2026	75,000.00	15,532.50	75,000.00	14,399.38	179,931.88
2027	<u>75,000.00</u>	<u>12,626.25</u>	<u>75,000.00</u>	<u>11,493.13</u>	<u>174,119.38</u>
Subtotal	<u>355,000.00</u>	<u>90,062.50</u>	<u>355,000.00</u>	<u>84,996.89</u>	<u>885,059.39</u>
2028	80,000.00	9,720.00	80,000.00	8,440.00	178,160.00
2029	80,000.00	6,520.00	85,000.00	5,140.00	176,660.00
2030	<u>83,000.00</u>	<u>3,320.00</u>	<u>86,000.00</u>	<u>1,720.00</u>	<u>174,040.00</u>
Subtotal	<u>243,000.00</u>	<u>19,560.00</u>	<u>251,000.00</u>	<u>15,300.00</u>	<u>528,860.00</u>
	\$ <u>1,898,000.00</u>	\$ <u>549,630.00</u>	\$ <u>2,081,000.00</u>	\$ <u>555,200.64</u>	\$ <u>5,083,830.64</u>

NOTES TO FINANCIAL STATEMENTS

Note 4: DEFERRED COMPENSATION

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

Note 5: FUND BALANCES APPROPRIATED

Fund Balances at December 31, 2012 and 2011 were appropriated and included as anticipated revenue in their own respective funds for the year ending December 31, 2012 and 2011 were as follows:

	<u>Balance</u> <u>December 31, 2012</u>	<u>Utilized in</u> <u>2013 Budget</u>	<u>Balance</u> <u>December 31, 2011</u>	<u>Utilized in</u> <u>2012 Budget</u>
Current Fund	\$809,494.70	\$440,892.75	\$235,534.41	\$100,000.00
Water and Sewer Operating Fund	78,312.31	76,500.00	44,323.14	44,087.60

Note 6: DEPOSITS AND INVESTMENTS

State statutes set forth deposit requirements and investments that may be purchased by local units and the Borough deposits and invests its funds pursuant to its policies and an adopted cash management plan.

Deposits

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

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

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

NOTES TO FINANCIAL STATEMENTS

Note 6: DEPOSITS AND INVESTMENTS (CONT'D.)

At December 31, 2012 and 2011, the cash and cash equivalents and investments of the Borough on deposit and on-hand consisted of the following:

	<u>2012</u>	<u>2011</u>
Cash (Demand Accts.)	\$2,711,007.02	\$2,142,637.75
Change Funds (On-Hand)	<u>200.00</u>	<u>115.00</u>
Total	<u>\$2,711,207.02</u>	<u>\$2,142,752.75</u>

Based upon GASB criteria, the Borough considers change funds; cash in banks, investments in certificates of deposit and State of New Jersey Cash Management Fund as cash and cash equivalents. At year-end, the carrying amount of the Borough's deposits was \$2,711,007.02 and the book balance was \$2,546,050.10. Of the bank balance, \$292,978.43 was covered by Federal depository insurance and \$2,418,028.59 was covered under the provisions of NJGUDPA.

At December 31, 2012, the Borough has implemented the disclosure requirements of Governmental Accounting Standards Board Statement No. 40 "Deposits and Investment Risk Disclosures" (GASB 40) and accordingly the Borough has assessed the Custodial Risk, the Concentration of Credit Risk and Interest Rate Risk of its cash and investments.

- (a) Custodial Credit Risk – The Borough's deposits are exposed to custodial credit risk if they are not covered by depository insurance and the deposits are: uncollateralized, collateralized with securities held by the pledging financial institution, or collateralized with securities held by the pledging financial institution's trust department or agent but not in the depositor-governments name. The deposit risk is that, in the event of the failure of a depository financial institution, the Borough will not be able to recover deposits or will not be able to recover collateral securities that are in possession of an outside party. The Borough's investment securities are exposed to custodial credit risk if the securities are uninsured, are not registered in the name of the Borough and are held by either: the counterparty or the counterparty's trust department or agent but not in the Borough's name. The investment risk is that, in the event of the failure of the counterparty to a transaction, the Borough will not be able to recover the value of the investment or collateral securities that in possession of an outside party.
- (b) Concentration of Credit Risk – This is the risk associated with the amount of investments the Borough has with any one issuer that exceeds 5 percent or more of its total investments. Investment issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments are excluded from this requirement.
- (c) Credit Risk – GASB 40 requires that disclosure be made as to the credit rating of all debt security investments except for obligations of the U.S. government or obligations explicitly guaranteed by the U.S. government. This is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. In general, the Borough does not have an investment policy regarding Credit Risk except to the extent outlined under the Borough's investment policy. The New Jersey Cash Management Fund is not rated.

NOTES TO FINANCIAL STATEMENTS

Note 6: DEPOSITS AND INVESTMENTS (CONT'D.)

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

As of December 31, 2012, based upon the insured balances provided by the FDIC and NJGUDPA coverage, no amounts of the Borough's bank balance was considered exposed to custodial credit risk.

Investments

New Jersey statutes establish the following securities as eligible for the investment of Borough funds:

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States;
2. Government money market mutual funds;
3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided such obligation bear a fixed rate of interest not dependent on any index or other external factor;
4. Bonds or other obligations of the Borough or bonds or other obligations of school districts of which the Borough is a part and within which the school district is located;
5. Bonds or other obligations having a maturity date of not more than 397 days from the date of purchase that are approved by the Division of Investment of the Department of Treasury for investment by local units;
6. Local government investment pools;
7. Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1997, c. 281 (C.52:18A-90.4); or
8. Agreements for the repurchase of fully collateralized securities, if:
 - a. The underlying securities are permitted investments pursuant to paragraphs (1) and (3);
 - b. the custody of collateral is transferred to a third party;
 - c. the maturity of the agreement is more than 30 days; and
 - d. the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.19:9-41) and for which a master repurchase agreement providing for the custody and security of the collateral is executed.

Note 6: DEPOSITS AND INVESTMENTS (CONT'D.)

New Jersey Cash Management Fund – All investments in the Fund are governed by the regulations of the Investment Council, which prescribe specific standards designed to insure the quality of investments and to minimize the risks related to investments. In all the years of the Division of Investment's existence, the Division has never suffered a default of principal or interest on any short-term security held by it due to the bankruptcy of a securities issuer; nevertheless, the possibility always exists, and for this reason a reserve is being accumulated as additional protection for the "Other Than State" participants. In addition to the Council regulations, the Division sets further standards for specific investments and monitors the credit of all eligible securities issuers on a regular basis. As of December 31, 2012, the Borough had no funds on deposit with the New Jersey Cash Management Fund. Based upon the existing deposit and investment practices, the Borough is generally not exposed to credit risks, custodial credit risks, concentration of credit risks and interest rate risks for its investments nor is it exposed to foreign currency risks for its deposits and investments.

Note 7: ASSESSMENT AND COLLECTION OF PROPERTY TAXES

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

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

Note 8: PENSION AND RETIREMENT PLANS

Employees of the Borough of Pennington are enrolled in one of two cost sharing multiple-employer public employee retirement systems: the Public Employees Retirement System (PERS) or the Police and Firemen's Retirement System (PFRS). The Division of Pensions in the Department of Treasury, State of New Jersey, administers the PERS and PFRS plans. The plans are funded annually based on the projected benefit method with aggregate level normal cost and frozen initial unfunded accrued liability. The plans, which cover public employees throughout the state, do not maintain separate records for each reporting unit and, accordingly, the actuarial data for the employees of the Borough who are members of the plans are not available. The contributions for the years ended December 31, 2012 and 2011, exclusive of contributions from employees were \$84,531 and \$80,665, respectively for PERS and \$72,050 and \$93,625 respectively for PFRS. The contributions for PERS and PFRS for 2013 are \$82,126 and \$51,489 respectively.

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. These financial reports may be obtained by writing to the State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, P.O. Box 295, Trenton, NJ 08625-0295.

Note 9: POST RETIREMENT HEALTH BENEFITS

The Borough of Pennington contributes to the State Health Benefits Program (SHBP), a cost-sharing, multiple-employer defined post-employment healthcare plan administered by the State of New Jersey Division of Pensions and Benefits. SHBP was established in 1961 under N.J.S.A. 52:14-17.25 et seq., to provide health benefits to State employees, retirees, and their dependents. Rules governing the operation and administration of the program are found in Title 17, Chapter 9 of the New Jersey Administrative Code. SHBP provides medical, prescription drugs, mental health/substance abuse, and Medicare Part B reimbursement to retirees and their covered dependents.

The SHBP was extended to employees, retirees, and dependents of participating local public employers in 1964. Local employers must adopt a resolution to participate in the SHBP. On July 1, 1965 the Borough of Pennington authorized participation in the SHBP's post-retirement benefit program through a resolution approved by the Council. The Borough of Pennington covers all retirees with the following requirements: fifteen years of service and the age of sixty-two, and twenty-five years of service or a disability retirement. All active full-time employees are covered by the SHBP.

The State Health Benefits Commission is the executive body established by statute to be responsible for the operation of the SHBP. The State of New Jersey Division of Pensions and Benefits issues a publicly available financial report that includes financial statements and required supplementary information for the SHBP. That report may be obtained by writing to: State of New Jersey Division of Pensions and Benefits, P.O. Box 295, Trenton, NJ 08625-0295 or by visiting their website at www.state.nj.us/treasury/pensions/gasb-43-sept2008.pdf.

Funding Policy: Participating employers are contractually required to contribute based on the amount of premiums attributable to their retirees. Post-retirement medical benefits under the plan have been funded on a pay-as-you-go basis since 1994. Currently there is no cost-sharing requirement for retirees.

The Borough of Pennington contributions to SHBP for the years ended December 31, 2012 and 2011 were \$55,208.64 and \$53,259.96 respectively, which equaled the required contributions for each year.

NOTES TO FINANCIAL STATEMENTS

Note 10: ACCRUED SICK AND VACATION BENEFITS

The code of the Borough of Pennington sets forth the terms under which an employee may accumulate unused benefits. The amount of vacation time that may be accrued and carried forward is generally limited to a single year's benefit. Sick time may be accumulated for use at a later date. Upon separation from service in good standing, employees are entitled to payment for accumulated but unused vacation pay. Accumulated sick pay is not compensable upon separation of service.

Note 11: RISK MANAGEMENT

The Borough, together with other governmental units, is a member of the Mid Jersey Municipal Joint Insurance Fund (the Fund). The Fund, which is organized and operated pursuant to the regulatory authority of the Departments of Insurance and Community Affairs, State of New Jersey, provides for a pooling of risks, subject to established limits and deductibles. Payments to the Fund are calculated by the Fund's governing board based upon actuarial and budgetary requirements. Each participant in the Fund is jointly and severably obligated for any deficiency in the amount available to pay all claims. The Joint Insurance Fund insures against property damage, general liability, auto liability, equipment liability, law enforcement liability and workers compensation. While additional assessments or premiums can be levied by the Fund to assure payment of the Fund's obligations, no such additional premiums have been necessary as of December 31, 2012. The Fund will be self-sustaining through member premiums, reported as an expenditure in the Borough's financial statements. The Fund contracts for excess liability insurance for property damage, general liability, auto liability, equipment liability, law enforcement liability and workers' compensation. The Borough continues to carry commercial insurance for other risks of loss, principally employee health insurance.

For the year ending December 31, 2012, the fund provided coverage for Property, Boiler & Machinery, Auto Physical Damage, Blanket Bond, Auto Liability, General Liability, Excess Liability, Workers Compensation, Public Official Liability and Employers Liability. The coverage is subject to certain policy limits and deductible amounts. The coverage is designed to minimize the impact of any potential losses to the Borough for matters that may have been caused or related to the Borough or its employees.

The Mid Jersey Joint Insurance Fund, issues publicly available financial reports that include the financial statements and required supplementary information for insurance. The financial reports may be obtained by writing to the Mid Jersey Municipal Joint Insurance Fund, 9 Campus Drive, Suite 16, Parsippany, New Jersey, 07054.

Note 12: COMMITMENTS AND CONTINGENCIES

As at the date of this report the Borough had litigation pending or threatened. The inventory of cases includes claims, which are covered and defended through the Mid Jersey Municipal Joint Insurance Fund (Note 11). Other claims remain unfiled or are in discovery, and neither the likelihood nor the financial impact of adverse results can be assessed at this time.

NOTES TO FINANCIAL STATEMENTS

Note 13: INTERFUNDS

The following Interfund balances remained on the balance sheet at December 31, 2012:

<u>Fund:</u>	<u>Interfund Receivables</u>	<u>Interfund Payables</u>
Current Fund	\$30,405.10	\$1.06
Grant Fund		57,500.00
Water/Sewer Capital Fund		27,000.00
General Capital Fund	57,501.06	
Animal Control Fund	<u>0.00</u>	<u>3,405.10</u>
Totals	<u>\$87,906.16</u>	<u>\$87,906.16</u>

Note 15: LEASE OBLIGATIONS

The Borough is obligated under a lease agreement with the State of New Jersey for copiers. Each copier lease has a specified end date. There is an annual lease payment for each copier with an additional charge for overage on the number of copies permitted based on a monthly minimum for each copier. The total amounts of lease payment requirements during 2012 were charged to the 2012 Municipal Budget.

Note 16: DEFERRED CHARGES TO BE RAISED IN SUCCEEDING BUDGETS

	<u>Balance Dec. 31, 2011</u>	<u>Resulting In 2012</u>	<u>Raised in 2012 Budget</u>	<u>Balance to Succeeding Budgets</u>
Current Fund:				
Emergency Appropriation	\$800.00	\$25,000.00	\$800.00	\$25,000.00
Operating Deficit	<u>99,416.68</u>	<u>0.00</u>	<u>99,416.68</u>	<u>0.00</u>
Total	<u>\$100,216.68</u>	<u>\$25,000.00</u>	<u>\$100,216.68</u>	<u>\$25,000.00</u>

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY



PART II
SUPPLEMENTARY SCHEDULES

Current Fund

SCHEDULE OF CURRENT FUND CASH AND INVESTMENTS - TREASURER

	<u>REF.</u>	<u>CURRENT FUND</u>	<u>GRANT FUND</u>
Balance - December 31, 2011	A	\$679,949.84	\$ 31,167.79
Increased by Receipts:			
Due from State of N.J. - Ch. 73, P.L. 1976	A-8	19,099.32	
Due from State of NJ - Homestead Rebate	A-7	127,942.34	
Taxes Receivable	A-7	12,021,524.13	
Tax Overpayments	A-15	24,820.94	
Revenue Accounts Receivable	A-10	510,373.28	
Interfund Loans Received/Returned	A-12, A-18	313,310.54	57,500.00
Prepaid Property Taxes	A-14	61,857.19	
Various Payables and Reserves	A-16	4,344.00	
State and Federal Grants Receivable	A-17		489,327.64
State and Federal Grants - Unappropriated	A-20		
		<u>13,083,271.74</u>	<u>546,827.64</u>
		\$13,763,221.58	\$577,995.43
Decreased by Disbursements:			
Budget Expenditures	A-3	2,465,077.43	
2011 Appropriation Reserves	A-13	137,429.33	
Change Fund	A-5	85.00	
Interfund Loans Disbursed/Returned	A-12, A-18	27,000.00	310,000.00
Refund of Prior Years Revenues	A-1	6,233.06	
Tax Overpayments	A-15	90,820.94	
Various Payables and Reserves	A-16	26,966.07	
Reserve for State and Federal Grants			266,882.61
Appropriated	A-19		
Taxes Payable	A-11	9,749,941.08	
		<u>12,503,552.91</u>	<u>576,882.61</u>
Balance - December 31, 2012	A	<u>\$1,259,668.67</u>	<u>\$ 1,112.82</u>

SCHEDULE OF CHANGE FUNDS
CURRENT FUND

<u>DEPARTMENT</u>	<u>BALANCE DEC. 31, 2011</u>	<u>INCREASED</u>	<u>BALANCE DEC. 31, 2012</u>
Tax Collector	<u>\$115.00</u>	<u>\$85.00</u>	<u>\$200.00</u>
	<u>\$115.00</u>	<u>\$85.00</u>	<u>\$200.00</u>
<u>Ref.</u>	A	A-4	A

SCHEDULE OF DEFERRED CHARGES

	BALANCE DEC. 31, 2011	AMOUNT RESULTING IN 2012	RAISED IN 2012 BUDGET	BALANCE DEC. 31, 2012
Emergency :				
Storm Damage		\$ 25,000.00		\$ 25,000.00
Losap	800.00		800.00	-
Operating Deficit	99,416.68		99,416.68	-
	<u>\$ 100,216.68</u>	<u>\$ 25,000.00</u>	<u>\$ 100,216.68</u>	<u>\$ 25,000.00</u>
<u>Ref.</u>	A	A-1,A-3	A-3	A

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

YEAR	BALANCE DEC. 31, 2011	COLLECTIONS BY CASH		STATE SHARE OF SR. CIT & VET. DEDUCTIONS	REMITTED OR CANCELLED	HOMESTEAD REBATE	OVERPAYMENT APPLIED	BALANCE DEC. 31, 2012
		2011	2012					
2011	230,939.39		230,939.39					
2012	230,939.39	112,937.24	11,790,584.74	18,250.00	25,306.53	127,942.34	171.78	114,724.04
	<u>\$230,939.39</u>	<u>\$112,937.24</u>	<u>\$12,021,524.13</u>	<u>\$18,250.00</u>	<u>\$25,306.53</u>	<u>\$127,942.34</u>	<u>\$171.78</u>	<u>\$114,724.04</u>
Ref. A		A-2, A-14	A-2, A-4	A-2, A-8	Reserve	A-2, A-4	A-2, A-15	A

Analysis of 2012 Property Tax Levy:

Tax Yield:	Ref.
General Purpose	
Special District Taxes	
	12,040,988.63
	<u>148,928.04</u>
	<u>\$12,189,916.67</u>
Tax Levy:	
Regional School Tax (Abstract)	A-11
Special District Tax	A-11
County Tax (Abstract)	A-11
County Open Space Tax (Abstract)	A-11
Added County Tax	A-11
	6,844,591.86
	149,000.00
	2,606,241.10
	98,372.76
	<u>61,110.77</u>
Local Open Space Tax	A-2, A-1
	49,642.00
Local Tax for Mun. Purposes (Abstract)	A-2
Add. Additional Tax Levied	
	2,170,005.21
	<u>210,952.97</u>
	9,759,316.49
	<u>2,430,600.18</u>
	<u>\$12,189,916.67</u>

SCHEDULE OF DUE FROM/TO STATE OF NEW JERSEY
PER CH. 73, P.L. 1976 - CURRENT FUND

	<u>REF.</u>		
Balance - December 31, 2011	A		
Due to State of New Jersey			\$655.68
Increased by:			
Collection	A-4	19,099.32	
2012 Deductions Disallowed by Collector	A-8	<u>1,000.00</u>	
			<u>20,099.32</u>
			20,755.00
Decreased by:			
Deductions Allowed Per Tax Billings	A-8	19,250.00	
Prior Year Deductions Disallowed by State	A-1	<u>1,000.00</u>	
			<u>20,250.00</u>
Balance - December 31, 2012			
Due to State of New Jersey	A		<u><u>\$505.00</u></u>
 <u>Analysis of Realized Revenue for 2012:</u>			
Deductions Allowed Per Tax Billings	A-8	19,250.00	
2012 Deductions Disallowed by Collector	A-8	<u>(1,000.00)</u>	
			<u>\$18,250.00</u>
Realized as Revenue - 2012	A-7		<u><u>\$18,250.00</u></u>

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

	<u>REF.</u>	
Balance - December 31, 2011	A	\$17,810.00
Balance - December 31, 2012	A	<u>\$17,810.00</u>

SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE - CURRENT FUND

<u>Anticipated Miscellaneous Revenues:</u>	<u>REF.</u>	<u>BALANCE DEC. 31, 2011</u>	<u>ACCRUED IN 2012</u>	<u>COLLECTED</u>	<u>BALANCE DEC. 31, 2012</u>
Fees and Permits	A-2	\$	20,402.00	\$ 20,402.00	\$
Fines and Costs - Municipal Court	A-2	2,994.52	83,376.65	80,255.92	6,115.25
Interest and Costs on Taxes	A-2		47,838.08	47,838.08	
Interest on Investments and Deposits	A-2		9,425.22	9,425.22	
Trash Collection Fees	A-2		38,293.00	38,293.00	
Consolidated Municipal Property Tax Relief Aid	A-2		14,922.00	14,922.00	
Energy Receipts Taxes	A-2		172,659.00	172,659.00	
Uniform Construction Code Fees	A-2		62,136.00	62,136.00	
Administrative Charge to Library	A-2		4,000.00	4,000.00	
Verizon/Comcast Franchise Fee	A-2		34,739.55	34,739.55	
Interlocal Agreement - Hopewell Boro/Twp.	A-2		4,412.80	4,412.80	
Grant Fund Interfund	A-2		126,582.59	126,582.59	
Miscellaneous Revenue Not Anticipated	A-2		25,289.71	25,289.71	
		\$ 2,994.52	\$ 644,076.60	\$ 636,955.87	\$ 10,115.25
	<u>Ref.</u>	A	Reserve		A
Cash Collected	A-4			\$ 510,373.28	
Grant Interfund	A-2			126,582.59	
				\$ 636,955.87	

CURRENT FUND
SCHEDULE OF TAXES PAYABLE

	01/01/12	Taxes Levied	Cash Disbursements	12/31/12
County - General	\$ -	\$ 2,606,241.10	\$ (2,606,241.10)	-
County - Open Space	-	98,372.76	(98,372.76)	-
County - Added & Omitted	2,093.36	61,110.77	(2,093.36)	61,110.77
Regional School Taxes		6,844,591.86	(6,844,591.86)	-
Local Open Space	-	49,642.00	(49,642.00)	-
Fire Districts		149,000.00	(149,000.00)	-
Total	\$ 2,093.36	\$ 9,808,958.49	\$ (9,749,941.08)	\$ 61,110.77

Ref.

A

A-1,A-2,A-7

A-4

A

Due to Open Space Fund

CURRENT FUND
STATEMENT OF INTERFUNDS RECEIVABLE/ PAYABLE

	01/01/12	Cash Receipts	Cash Disbursements	Adjustments	12/31/12
Interfunds:					
Grant Fund	\$ (310,000.00)	\$ 310,000.00			\$ -
Sewer Capital Fund			\$ (27,000.00)		(27,000.00)
General Capital Fund		1.06			1.06
Animal Control Trust Fund	(3,309.48)	3,309.48		(3,405.10)	(3,405.10)
Interfunds Receivable	(313,309.48)				(30,405.10)
Interfunds Payable					1.06
Total	<u>\$ (313,309.48)</u>	<u>\$ 313,310.54</u>	<u>\$ (27,000.00)</u>	<u>\$ (3,405.10)</u>	<u>\$ (30,404.04)</u>
<u>Ref.</u>	A	A-4	A-4	Reserve	A

SCHEDULE OF 2011 APPROPRIATION RESERVES

	BALANCE DEC. 31 2011	ENCUMBERED DEC. 31, 2011	BALANCE AFTER MODIFICATION	PAID OR CHARGED	BALANCE LAPSED
Salaries and Wages: Inside "CAPS":	\$ 1,033.10	\$	\$ 1,033.10	\$	\$ 1,033.10
Financial Administrator	753.87		753.87		753.87
Assessment of Taxes	4,356.25		4,356.25		4,356.25
Collection of Taxes	7,002.89		7,002.89		7,002.89
Borough Clerk	79.90		79.90		79.90
Municipal Prosecutor	117.44		117.44		117.44
Public Buildings and Grounds	0.62		0.62		0.62
Planning and Zoning	348.03		348.03		348.03
Shade Tree	107,911.81		107,911.81	22,096.68	85,815.13
Police	22,414.72		22,414.72	5,296.55	17,118.17
Road Repair and Maintenance	1,487.29		1,487.29		1,487.29
Garbage & Trash Removal	87.95		87.95		87.95
Recreation	0.63		0.63		0.63
Construction Code Official	223.53		223.53	120.00	103.53
Municipal Court					
Total Salaries and Wages	145,818.03		145,818.03	27,513.23	118,304.80
Other Expenses: Inside "CAPS":					
Administrative and Executive	602.54	732.00	1,334.54	732.00	602.54
Elections	256.92		256.92		256.92
Financial Administration	4,411.55		4,411.55	660.00	3,751.55
Revision of Tax Map		368.00	368.00	200.00	168.00
Misc. Other Expenses	8,222.78	23.06	8,245.84	23.06	8,222.78
Collection of Taxes	1,008.52		1,008.52		1,008.52
Mayor and Council	0.18		0.18		0.18
Borough Clerk	4,357.80	351.14	4,708.94	2,060.32	2,648.62
Municipal Court	2,246.46	499.94	2,746.40	675.20	2,071.20
Public Defender	530.00		530.00		530.00
Legal Services & Costs	8,035.33	10,533.69	18,569.02	10,533.37	8,035.65
Engineering Services and Costs	4,282.67	14,123.46	18,406.13	6,578.22	11,827.91
Public Buildings and Grounds	477.41	5,860.20	6,337.61	5,812.55	525.06
Planning and Zoning Board	5,250.29	20.00	5,270.29	20.00	5,250.29
Shade Tree	307.28	170.00	477.28	170.00	307.28
Police	4,453.45	4,047.79	8,501.24	3,620.05	4,881.19
Road Repair and Maintenance	24,937.03	24,031.84	48,968.87	25,380.00	23,588.87
Street Lighting	3,681.58	2,880.69	6,562.27	2,880.69	3,681.58
Garbage & Trash Removal	7,691.97	14,454.04	22,146.01	15,786.92	6,359.09
Board of Health	650.00		650.00	25.00	625.00
Recreation	776.69		776.69		776.69

SCHEDULE OF 2011 APPROPRIATION RESERVES

	BALANCE DEC. 31 2011	ENCUMBERED DEC. 31, 2011	BALANCE AFTER MODIFICATION	PAID OR CHARGED	BALANCE LAPSED
Other Expenses:					
Inside "CAPS":					
Celebration of Public Events	\$ 0.02	\$	\$ 0.02	\$	\$ 0.02
Environmental Commission	22.00	400.00	422.00	400.00	22.00
Economic Development Commission	645.60		645.60		645.60
Historic Preservation	500.00		500.00		500.00
Constr. Code Official	746.54	120.00	866.54	120.00	746.54
Telephone	619.94	2,366.35	2,986.29	2,366.35	619.94
Natural Gas	5,789.14	1,323.87	7,113.01	1,323.87	5,789.14
Electricity	6,001.97	1,321.80	7,323.77	1,321.80	6,001.97
Gasoline & Lubricants	5,023.96	2,943.81	7,967.77	2,943.81	5,023.96
Social Security	622.97		622.97		0.65
Group Plan for Employees	10,540.64		10,540.64	3,656.71	6,883.93
Liability and Other Insurance	62.48		62.48		62.48
Workers Compensation	53.00		53.00		53.00
Surety Bonds	374.00		374.00		374.00
Total Other Expenses	118,259.01	106,977.14	225,236.15	109,916.10	115,320.05
Total Operations	\$ 264,077.04	\$ 106,977.14	\$ 371,054.18	\$ 137,429.33	\$ 233,624.85
	A	A		A-4	A-1
Ref.					
Other Expenses:					
Out of "CAPS":					
First Aid LOSAP Contribution	46.13		46.13		46.13
Emergency 911 Dispatch		15,000.00	15,000.00	15,000.00	
Health Services	1,895.00		1,895.00		1,895.00
Recycling Agreement	290.20	1,934.15	2,224.35	1,934.15	290.20
Janitorial Services	1,824.80		1,824.80	1,598.40	226.40
Acquisition of Chipper	964.00		964.00		964.00
Free Public Library-Maintenance	56.17	3,471.31	3,527.48	3,471.31	56.17
Total Other Expenses	118,259.01	106,977.14	225,236.15	109,916.10	115,320.05
Total Operations	\$ 264,077.04	\$ 106,977.14	\$ 371,054.18	\$ 137,429.33	\$ 233,624.85

SCHEDULE OF PREPAID TAXES - CURRENT FUND

	<u>REF.</u>	
Balance - December 31, 2011	A	\$112,937.24
Increased by:		
2013 Taxes Prepaid	A-4	<u>61,857.19</u>
		174,794.43
Decreased by:		
Applied to 2012 Taxes Receivable	A-7	<u>112,937.24</u>
Balance - December 31, 2012	A	<u><u>\$61,857.19</u></u>

SCHEDULE OF TAX OVERPAYMENTS - CURRENT FUND

	<u>REF.</u>		
Balance - December 31, 2011	A		\$171.78
Increased by:			
Settlement Payable	A-1	100,000.00	
Cash Received	A-4	<u>24,820.94</u>	
			<u>124,820.94</u>
			124,992.72
Decreased by:			
Refunded	A-4	90,820.94	
Applied to 2012 Taxes Receivable	A-7	<u>171.78</u>	
			<u>90,992.72</u>
Balance - December 31, 2012	A		<u><u>\$34,000.00</u></u>

CURRENT FUND
SCHEDULE OF CHANGES IN VARIOUS ACCOUNTS PAYABLES & RESERVES

	1/1/12	Cash Receipts	Cash Disbursements	12/31/12
Accounts Payable:				
Vendor Accounts Payable	\$ 27,409.73	\$	(21,209.80)	\$ 6,199.93
Due to Taxpayer	250.00			250.00
Marriage License Filing Fees	50.00	200.00	(175.00)	75.00
Due to Fire District (FEMA)	980.27		(980.27)	-
State Training Fees	3,175.54	4,144.00	(4,601.00)	2,718.54
Subtotal	31,865.54	4,344.00	(26,966.07)	9,243.47
Reserve for:				
Master Plan	593.75			593.75
Property Revaluation	7,629.50			7,629.50
Sale of Municipal Assets	14,236.25			14,236.25
State Library Aid	3,047.33			3,047.33
Subtotal	25,506.83	-	-	25,506.83
Total	\$ 57,372.37	\$ 4,344.00	\$ (26,966.07)	\$ 34,750.30
	A	A-4	A-4	A

Ref.

SCHEDULE OF STATE AND FEDERAL GRANTS RECEIVABLE
GRANT FUND

Exhibit - A-17

<u>GRANT</u>	<u>BALANCE DEC. 31, 2011</u>	<u>2012 BUDGET REVENUE REALIZED</u>	<u>COLLECTED 2012</u>	<u>TRANS. FROM STATE & FED. GRANTS UNAPPROP.</u>	<u>CANCELLED</u>	<u>BALANCE DEC. 31, 2012</u>
N.J.D.O.T. - Transportation Trust Fund - 2006 (Brookside Ave.)	\$34,545.26				34,545.26	2,709.69
N.J.D.O.T. - Transportation Trust Fund - 2007 (Hale St.)	2,709.69					
N.J.D.O.T. - Transportation Trust Fund - 2008 (Burd St.)	54,710.83				54,710.83	
N.J.D.O.T. - Transportation Trust Fund - 2009 (King George Rd.)	169,757.50		131,929.33			37,828.17
N.J.D.O.T. - Transportation Trust Fund - 2010 (Green Ave.)	193,163.01		83,287.93			109,875.08
N.J.D.O.T. - Transportation Trust Fund - 2011	267,000.00		173,215.29			93,784.71
Community Stewardship Program	6,000.00					6,000.00
Mercer at Play	8,354.50					8,354.50
Safe Routes to School	152,616.91		91,887.66			60,729.25
Green Acres Planning Incentive	400,000.00					400,000.00
Body Armor Replacement		937.83				
Recycling Tonnage Grant		3,900.54				
Clean Communities		8,408.80	4,169.06	4,239.74		
N.J. D.O.T. Streetscape Improvements		220,000.00				220,000.00
U.S. D.O.T. Trans. Comm. Preservation		266,760.00				266,760.00
DVRPC Grant		30,000.00				30,000.00
DEP Recreation Trails		24,700.00				24,700.00
Emergency Road Repair Fund	5,073.82					5,073.82
Green Communities Challenge Grant	2,700.00					2,700.00
	<u>\$ 1,296,631.52</u>	<u>\$ 554,707.17</u>	<u>\$ 489,327.64</u>	<u>\$ 4,239.74</u>	<u>\$ 89,256.09</u>	<u>\$ 1,268,515.22</u>
<u>Ref.</u>	A	A-19	A-4	A-20	A-19	A

GRANT FUND
STATEMENT OF INTERFUNDS PAYABLE

	01/01/12	Cash Receipts	Cash Disbursements	12/31/12
Interfunds:				
Current Fund	\$ 310,000.00		\$ (310,000.00)	\$ -
General Capital Fund		57,500.00		57,500.00
Total	<u>\$ 310,000.00</u>	<u>\$ 57,500.00</u>	<u>\$ (310,000.00)</u>	<u>\$ 57,500.00</u>
<u>Ref.</u>	A	A-4	A-4	A

SCHEDULE OF RESERVE FOR STATE AND FEDERAL GRANTS
 UNAPPROPRIATED
GRANT FUND

<u>GRANTS</u>	<u>BALANCE DEC. 31, 2011</u>	<u>APPLIED TO GRANTS RECEIVABLE</u>
Body Armor Replacement Fund	\$	\$
Clean Communities	4,239.74	4,239.74
Solid Waste Recycling		
	<u>\$ 4,239.74</u>	<u>\$ 4,239.74</u>
<u>Ref.</u>	A	A-17

Trust Fund

TRUST FUNDS
SCHEDULE OF CASH AND RESERVE ACTIVITY

	<u>Balance</u> <u>12/31/11</u>	<u>Receipts</u>	Cash <u>Disbursements</u>	<u>Adjustments</u>	<u>Balance</u> <u>12/31/12</u>
Animal Control:					
Due Current Fund	3,309.48		(3,309.48)	3,405.10	3,405.10
Due NJ - State License Fees	-	284.40	(284.40)		-
Animal Control Reserves	3,302.50	4,023.89	(790.89)	(3,405.10)	3,130.40
Total	6,611.98	4,308.29	(4,384.77)	-	6,535.50
Trust - Other Funds:					
Unemployment Claims	26,200.89	80.99	(3,533.42)		22,748.46
Affordable Housing	354,672.28	285,478.22	(303,581.45)		336,569.05
Recreation Funds	1,712.49	378.00	(234.00)		1,856.49
Law Enforcement Trust	3,172.99	3,207.97			6,380.96
Public Defender	200.00	726.00	(725.00)		201.00
Shade Tree	1,290.00	360.00	(800.00)		850.00
POAA	1,230.00	40.00			1,270.00
Verizon	100.00				100.00
Tax Sale Premium	65,300.00	18,100.00	(65,300.00)		18,100.00
Police Donations	6,112.60	2,075.00			8,187.60
Open Space Preservation Fund	472,735.49	52,501.33	(2,195.42)		523,041.40
Developer Escrow Funds	42,891.95	21,837.58	(24,658.61)		40,070.92
Total	975,618.69	384,785.09	(401,027.90)	-	959,375.88
Total	982,230.67	389,093.38	(405,412.67)	-	965,911.38

Ref.

B

B

SCHEDULE OF RESERVE FOR ANIMAL CONTROL FUND EXPENDITURES
ANIMAL CONTROL FUND

Municipal License Fees Collected:

<u>Year</u>	<u>Amount</u>
2010	1,624.80
2011	<u>1,505.60</u>
	<u><u>\$3,130.40</u></u>

Footnote: N.J.S.A. 4:19-15.11

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

General Capital Fund

SCHEDULE OF GENERAL CAPITAL FUND
CASH AND INVESTMENTS - TREASURER

	<u>REF.</u>		
Balance - December 31, 2011	C		\$160,979.91
Increased by:			
Capital Improvement Fund	C-10	<u>15,000.00</u>	
			<u>15,000.00</u>
			175,979.91
Decreased by:			
Due from Current Fund	C-5	1.06	
Due to Grant Fund	C-6	<u>57,500.00</u>	
			<u>57,501.06</u>
Balance - December 31, 2012	C		<u><u>\$118,478.85</u></u>

ANALYSIS OF GENERAL CAPITAL FUND
CASH AND INVESTMENTS

	BALANCE <u>DEC. 31, 2011</u>		BALANCE <u>DEC. 31, 2012</u>
Fund Balance	\$4,508.62	\$	26,492.28
Capital Improvement Fund	20,018.45		20,518.45
Reserve for Encumbrances			14,302.33
Due to/from Grant Fund			(57,500.00)
Due to/from Current Fund			(1.06)

IMPROVEMENT AUTHORIZATIONS:

<u>Ord.</u>			
<u>No.</u>	<u>General Improvements:</u>		
1994-9	Reconstr. of Princeton Ave. Collection System	(523.97)	(523.97)
1995-9	Pub. Works Vehicles & Equip.		
2003-9	Var. Capital Improvements	43,489.34	43,489.34
2004-11	Amend Ord. 99-4 Purch. Of land Const. PW Building	66,765.81	66,765.81
2005	Acqui. Of PW Vehicles	2,110.13	
2006-13	Acqui. Of Leaf Loader	2,485.00	2,485.00
2007-10	Acqui. Of Backhoe	2,253.00	2,253.00
2009-01	Acqui. Of Garbage Truck	19,873.53	
2012-12	Purchase of Boiler		197.67
		<u>\$160,979.91</u>	<u>\$118,478.85</u>
		<u>\$160,979.91</u>	<u>\$118,478.85</u>
<u>Ref.</u>		C-2	C-2

SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - FUNDED
GENERAL CAPITAL FUND

	<u>Ref.</u>	
Balance - December 31, 2011	C	\$2,148,000.00
General Serial Bonds Paid by Budget Appropriation	C-9	<u>250,000.00</u>
Balance - December 31, 2012	C	<u><u>\$1,898,000.00</u></u>

Exhibit - C-5

SCHEDULE OF DUE TO/FROM CURRENT FUND
GENERAL CAPITAL FUND

	<u>Ref.</u>	
Decreased by: Disbursed	C-2	<u>\$1.06</u>
Balance - December 31, 2012	C	<u><u>\$1.06</u></u>

Exhibit - C-6

SCHEDULE OF DUE TO GRANT FUND
GENERAL CAPITAL FUND

	<u>Ref.</u>	
Increased by: Cash Receipts	C-2	<u>\$57,500.00</u>
Balance - December 31, 2012	C	<u><u>\$57,500.00</u></u>

SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED
GENERAL CAPITAL FUND

ORDINANCE NUMBER	IMPROVEMENT	DESCRIPTION	BALANCE DEC.31, 2011	2012 AUTHORIZED	BALANCE DEC.31, 2012	ANALYSIS OF BALANCE DEC. 31, 2012	
						EXPEND- ITURES	UNEXPEND. IMPROV. AUTH.
276	Constr. Of Sanitary Sewer System		\$523.97		\$523.97	\$523.97	
2003-09	Var. Capital Improvements		593,100.00		593,100.00		593,100.00
2012-1	Improv. Safe Routes to School			325,000.00	325,000.00		325,000.00
		Ref.	<u>\$593,623.97</u>	<u>\$325,000.00</u>	<u>\$918,623.97</u>	<u>\$523.97</u>	<u>\$918,100.00</u>
			C	C-8	C		

SCHEDULE OF IMPROVEMENT AUTHORIZATIONS
GENERAL CAPITAL FUND

ORD. NO.	IMPROVEMENT DESCRIPTION	ORDINANCE DATE	ORDINANCE AMOUNT		2012 AUTHORIZATIONS	CANCELLED	ENCUMBERED 12/31/12	BALANCE DEC. 31, 2012	
			FUNDED	UNFUNDED				FUNDED	UNFUNDED
<u>General Improvements:</u>									
2003-09	Var. Capital Improvements		43,489.34	593,100.00				43,489.34	593,100.00
2004-11	Amend Ord. 99-4 Purch. Land Const. PW Bldg.		66,765.81					66,765.81	
2005-10	Acquisition of PW Vehicles		2,110.13			2,110.13			
2006-13	Acquisition of Leaf Loader		2,485.00					2,485.00	
2007-10	Acquisition of Backhoe		2,253.00					2,253.00	
2009-01	Acquisition of Garbage Truck		19,873.53			19,873.53			
2012-1	Improv. Safe Routes to School (King George)			325,000.00					325,000.00
2012-12	Purchase of Boiler			14,500.00			14,302.33	197.67	
			<u>\$ 136,976.81</u>	<u>\$ 593,100.00</u>		<u>21,983.66</u>	<u>14,302.33</u>	<u>115,190.82</u>	<u>918,100.00</u>
		<u>Ref.</u>	C	C		C-1	C	C	C
	Capital Improvement Fund			\$ 14,500.00					
	Deferred Charges to Future Taxation - Unfunded			<u>325,000.00</u>					
				<u>\$ 339,500.00</u>					

SCHEDULE OF SERIAL BONDS PAYABLE
GENERAL CAPITAL FUND

Purpose	ORIGINAL ISSUE		DECEMBER 31, 2011		INTEREST RATE	BALANCE DEC. 31, 2011	DECREASES	BALANCE DEC. 31, 2012
	DATE	AMOUNT	DATE	AMOUNT				
MATURITIES OF BONDS								
OUTSTANDING								
2004 Refunding Bonds	2/1/04	\$2,125,000	9/15/07	165,000.00	2.500%			
			9/15/08	240,000.00	2.100%			
			9/15/09	230,000.00	2.375%			
			9/15/10	225,000.00	3.000%			
			9/15/11	90,000.00	3.000%			
			9/15/12	110,000.00	3.000%			
			9/15/13	110,000.00	3.125%			
			9/15/14	105,000.00	3.375%			
			9/15/15	105,000.00	3.400%			
			9/15/16	105,000.00	3.500%			
			9/15/17	100,000.00	3.750%			
			9/15/18	100,000.00	4.000%			
			9/15/19	95,000.00	4.000%	\$830,000.00	110,000.00	720,000.00
2004 Pension Refunding Bonds	2/1/04	\$320,000	9/15/11	150,000.00	4.650%			
			9/15/12	140,000.00	4.950%			
			9/15/13	30,000.00	5.200%	170,000.00	140,000.00	30,000.00
2010 General Improv. Bonds	6/1/10		7/15/13	30,000.00	2.250%			
			7/15/14	40,000.00	2.500%			
			7/15/15	45,000.00	2.500%			
			7/15/16	50,000.00	2.500%			
			7/15/17	60,000.00	2.750%			
			7/15/18	65,000.00	3.000%			
			7/15/19	75,000.00	3.000%			
			7/15/20	60,000.00	3.250%			
			7/15/21	60,000.00	3.250%			
			7/15/22	65,000.00	3.500%			
			7/15/23	65,000.00	3.625%			
			7/15/24	70,000.00	3.625%			
			7/15/25	70,000.00	3.750%			
			7/15/26	75,000.00	3.875%			
			7/15/27	75,000.00	3.875%			
			7/15/28	80,000.00	4.000%			
			7/15/29	80,000.00	4.000%			
			7/15/30	83,000.00	4.000%	1,148,000.00		1,148,000.00
						\$ 2,148,000.00	\$ 250,000.00	\$ 1,898,000.00

Ref.

C

C-4

C

SCHEDULE OF CAPITAL IMPROVEMENT FUND
GENERAL CAPITAL FUND

	<u>REF.</u>	
Balance - December 31, 2011	C	\$20,018.45
Increased by:		
Budget Appropriation	C-2	<u>15,000.00</u>
		35,018.45
Decreased by:		
Improvement Authorizations	C-8	<u>14,500.00</u>
Balance - December 31, 2012	C	<u><u>\$20,518.45</u></u>

SCHEDULE OF BONDS AND NOTES
 AUTHORIZED BUT NOT ISSUED
GENERAL CAPITAL FUND

<u>ORD. NO.</u>	<u>IMPROVEMENT DESCRIPTION</u>	<u>BALANCE DEC. 31, 2011</u>	<u>2012 AUTHORIZED</u>	<u>BALANCE DEC. 31, 2012</u>
276	Constr. Of Sanitary Sewer System	\$ 523.97 \$	\$	523.97
2003-09	Various Capital Improvements	593,100.00		593,100.00
3023-1	Roadway Improvements		<u>325,000.00</u>	<u>325,000.00</u>
		<u>\$ 593,623.97 \$</u>	<u>325,000.00 \$</u>	<u>918,623.97</u>

Ref.

Footnote C

Water and Sewer Utility Fund

SCHEDULE OF WATER AND SEWER UTILITY CASH AND INVESTMENTS - TREASURER

	<u>REF.</u>	<u>OPERATING FUND</u>	<u>CAPITAL FUND</u>
Balance - December 31, 2011	D	\$ 215,064.30	\$ 17,197.04
Increased by Receipts:			
Consumer Accounts Receivable	D-2,D-6	1,115,377.71	
Interest on Investments	D-1	919.81	
Stonybrook Rebate	D-1	6,266.00	
Interest on Delinquencies	D-1	4,336.70	
Miscellaneous	D-1	200.02	
Due from Current Fund	D-15	<u>27,000.00</u>	
		<u>1,127,100.24</u>	<u>27,000.00</u>
		1,342,164.54	44,197.04
Decreased by Disbursements:			
2012 Budget Expenditures	D-3	1,061,714.35	
2011 Appro. Reserve	D-10	21,214.69	
Overpayment Refunds	D-7	147.39	
Accrued Interest on Bonds, Notes and Loans	D-12	76,060.00	
Improvement Authorizations	D-13	<u>36,560.44</u>	
		<u>1,159,136.43</u>	<u>36,560.44</u>
Balance - December 31, 2012	D	\$ <u>183,028.11</u>	\$ <u>7,636.60</u>

ANALYSIS OF WATER AND SEWER UTILITY CAPITAL CASH AND INVESTMENTS

		BALANCE DEC. 31, <u>2011</u>	BALANCE DEC. 31, <u>2012</u>
	Capital Improvement Fund	\$ 123.55	\$ 123.55
	Due to Current Fund		27,000.00
	Reserve for Encumbrances	46,860.60	7,348.00
<u>ORD.</u>	<u>IMPROVEMENT</u>		
<u>NO.</u>	<u>AUTHORIZATIONS</u>		
	Tank and Appurtenances, Replacement of Water Mains	(10,670.64)	(10,670.64)
526	Underground Tank Removal	23,835.20	23,835.20
03-08	Var. Water/Sewer Improv.	12,241.62	9,897.42
07-10	Acquisition of Backhoe	9,012.00	9,012.00
07-09	Var. Water/Sewer Improvements	<u>(64,205.29)</u>	<u>(58,908.93)</u>
		<u>\$ 17,197.04</u>	<u>\$ 7,636.60</u>
		D	D

() Denotes Deficit or Deduction

SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE
WATER AND SEWER UTILITY OPERATING FUND

	<u>REF.</u>	
Balance - December 31, 2011	D	\$90,999.53
Increased by:		
Water and Sewer Utility Billings (Net)	Reserve	<u>1,099,334.21</u>
		1,190,333.74
Decreased by:		
Collected	D-4	1,115,377.71
Overpayments Applied	D-7	<u>321.59</u>
	D-1,D-2	<u>1,115,699.30</u>
Balance - December 31, 2012	D	<u><u>\$74,634.44</u></u>

SCHEDULE OF WATER/SEWER RENTS OVERPAYMENTS
WATER AND SEWER UTILITY OPERATING FUND

	<u>REF.</u>	
Balance - December 31, 2011	D	\$883.11
Decreased by:		
Disbursed	D-4	147.39
Applied to Rents Receivable	D-6	<u>321.59</u>
		<u>468.98</u>
Balance - December 31, 2012	D	<u><u>\$414.13</u></u>

SCHEDULE OF FIXED CAPITAL
WATER AND SEWER UTILITY CAPITAL FUND

<u>ACCOUNT</u>	<u>BALANCE</u> <u>DEC. 31, 2011</u>	<u>ADDITIONS</u> <u>BY</u> <u>ORDINANCE</u>	<u>BALANCE</u> <u>DEC. 31, 2012</u>
Reservation Land	\$1,677.31		\$1,677.31
Other Source-of-Supply Land	2,158.32		2,158.32
Springs & Wells	22,288.98		22,288.98
Collecting Reservoirs	13,791.27		13,791.27
Chemical Treatment Plant	8,509.32		8,509.32
Pumping Station Structures	28,208.02		28,208.02
Electric Power Pumping Equipment	42,477.53		42,477.53
Other Power Pumping Equipment	2,723.03		2,723.03
Miscellaneous Pumping Equipment	3,481.77		3,481.77
Transmission Mains & Accessories	14,990.47		14,990.47
Storage Reservoirs, Tanks & Standpipes	194,194.00		194,194.00
Distribution Mains & Accessories	2,682,151.39		2,682,151.39
Service Pipes & Stops	6,419.97		6,419.97
Meters, Boxes and Vaults, etc.	17,627.11		17,627.11
Fire Hydrants & Cisterns	7,438.34		7,438.34
General Equipment	940.20		940.20
Engineering & Superintendence	581,439.09		581,439.09
Legal Expense	10,200.35		10,200.35
Interest During Construction	3,703.82		3,703.82
Miscellaneous	51,409.65	57,770.28	109,179.93
Water Wells	1,296,420.26		1,296,420.26
Buildings & Improvements	500,000.00		500,000.00
Vehicles	69,888.00		69,888.00
	<u>\$5,562,138.20</u>	<u>\$57,770.28</u>	<u>\$5,619,908.48</u>
Ref.	D	D-9	D

The Fixed Capital, as reported, is taken from the Borough records and does not necessarily reflect the true condition of such Fixed Capital.

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

ORD. NO.	IMPROVEMENT DESCRIPTION	ORDINANCE DATE	AMOUNT	BALANCE DEC. 31, 2011	TRANSFER TO FIXED CAPITAL	BALANCE DEC. 31, 2012
	<u>General Improvements:</u>					
526	Underground Tank Removal	5/2/94	50,000.00	106.78		106.78
98-3	Improv. To Water Supply System	9/8/98	600,000.00	527.28	527.28	
2003-08	Var. Improv. To Water/Sewer		404,500.00	62,136.62	57,243.00	4,893.62
2007-9	Var. Improv. To Water/Sewer	11/15/07	1,200,000.00	604,966.92		604,966.92
2007-10	Acquisition of Backhoe	11/15/07	60,000.00	9,012.00		9,012.00
				<u>\$ 676,749.60</u>	<u>\$ 57,770.28</u>	<u>\$ 618,979.32</u>
			<u>Ref.</u>	D	D-8	D

SCHEDULE OF 2011 APPROPRIATION RESERVES
WATER AND SEWER UTILITY OPERATING FUND

	BALANCE DEC. 31, 2011	RESERVE FOR ENCUMBRANCES DEC. 31, 2011	BALANCE AFTER MODIFICATION	PAID OR CHARGED	BALANCE LAPSED
Operating:	\$	\$	\$	\$	\$
Salaries and Wages	7,567.50		7,567.50		7,567.50
Other Expenses	65,258.37	31,531.11	96,789.48	15,244.38	81,545.10
Sewer Service Fee	36.44		36.44		36.44
Workers Compensation Insurance	53.00		53.00		53.00
Group Insurance for Employees	20,540.81		20,540.81	3,656.71	16,884.10
Liability Insurance	62.52		62.52		62.52
	<u>3,138.80</u>	<u>1,198.80</u>	<u>4,337.60</u>	<u>2,313.60</u>	<u>2,024.00</u>
	\$ <u>96,657.44</u>	\$ <u>32,729.91</u>	\$ <u>129,387.35</u>	\$ <u>21,214.69</u>	\$ <u>108,172.66</u>

Statutory Expenditures:
 Contribution to:
 Social Security System (O.A.S.I.)

Ref. D D D D-4 D-1

SCHEDULE OF ACCOUNTS PAYABLE
WATER AND SEWER UTILITY OPERATING FUND

	Ref.
Balance - December 31, 2011	D \$ 10,772.50
Balance - December 31, 2012	D \$ <u>10,772.50</u>

SCHEDULE OF ACCRUED INTEREST ON BONDS AND NOTES
WATER AND SEWER UTILITY OPERATING FUND

	<u>REF.</u>	
Balance - December 31, 2011	D	\$ 29,698.10
Increased by:		
Accrued Interest Charged to: 2012 Budget Appropriations	D-3	<u>73,917.82</u>
		103,615.92
Decreased by:		
Payment	D-4	<u>76,060.00</u>
Balance - December 31, 2012	D	<u>\$ 27,555.92</u>

Analysis of Balance - December 31, 2012:

<u>Principal Outstanding Dec. 31, 2012</u>	<u>Interest Rate</u>	<u>From</u>	<u>To</u>	<u>Period</u>	<u>Amount</u>
110,000.00	3.125%	9/15/11	12/31/11	3.5 mos.	1,002.60
105,000.00	3.375%	9/15/11	12/31/11	3.5 mos.	1,033.59
105,000.00	3.400%	9/15/11	12/31/11	3.5 mos.	1,041.25
105,000.00	3.500%	9/15/11	12/31/11	3.5 mos.	1,071.88
100,000.00	3.750%	9/15/11	12/31/11	3.5 mos.	1,093.75
100,000.00	4.000%	9/15/11	12/31/11	3.5 mos.	1,166.67
90,000.00	4.000%	9/15/11	12/31/11	3.5 mos.	1,050.00
65,000.00	2.500%	6/1/11	12/31/11	5.5 mos.	744.79
70,000.00	2.500%	6/1/11	12/31/11	5.5 mos.	802.08
80,000.00	2.500%	6/1/11	12/31/11	5.5 mos.	916.67
90,000.00	2.750%	6/1/11	12/31/11	5.5 mos.	1,134.37
100,000.00	3.000%	6/1/11	12/31/11	5.5 mos.	1,375.00
115,000.00	3.000%	6/1/11	12/31/11	5.5 mos.	1,581.25
60,000.00	3.250%	6/1/11	12/31/11	5.5 mos.	893.75
60,000.00	3.250%	6/1/11	12/31/11	5.5 mos.	893.75
65,000.00	3.500%	6/1/11	12/31/11	5.5 mos.	1,042.70
65,000.00	3.625%	6/1/11	12/31/11	5.5 mos.	1,079.95
70,000.00	3.625%	6/1/11	12/31/11	5.5 mos.	1,163.02
70,000.00	3.750%	6/1/11	12/31/11	5.5 mos.	1,203.13
75,000.00	3.875%	6/1/11	12/31/11	5.5 mos.	1,332.03
75,000.00	3.875%	6/1/11	12/31/11	5.5 mos.	1,332.03
80,000.00	4.000%	6/1/11	12/31/11	5.5 mos.	1,466.67
85,000.00	4.000%	6/1/11	12/31/11	5.5 mos.	1,558.33
<u>86,000.00</u>	4.000%	6/1/11	12/31/11	5.5 mos.	<u>1,576.67</u>
<u>\$2,026,000.00</u>					<u>\$27,555.92</u>

SCHEDULE OF IMPROVEMENT AUTHORIZATIONS
WATER & SEWER UTILITY CAPITAL FUND

ORD. NO.	IMPROVEMENT DESCRIPTION	ORDINANCE DATE	BALANCE DEC. 31, 2011		RESERVE FOR ENCUMBRANCES DEC. 31, 2011	PAID OR CHARGED	RESERVE FOR ENCUMBRANCES DEC. 31, 2012	BALANCE DEC. 31, 2012	
			FUNDED	UNFUNDED				FUNDED	UNFUNDED
<u>General Improvements:</u>									
526	Underground Tank Removal	5/2/94	50,000.00	23,835.20				23,835.20	
98-3	Improv. To Water Supply System	9/8/98	600,000.00		527.28	527.28			
2003-8	Various Water & Sewer Utility Improvements		400,000.00	12,241.62	25,000.00	19,996.20	7,348.00	9,897.42	
2007-10	Acquisition of Backhoe	11/15/07	60,000.00	9,012.00				9,012.00	
2007-9	Various Water & Sewer Utility Improvements	11/15/07	1,200,000.00		21,333.32	16,036.96			721,491.07
			\$ 45,088.82	\$ 716,194.71	\$ 46,860.60	\$ 36,560.44	\$ 7,348.00	\$ 42,744.62	\$ 721,491.07
Ref.			D	D	D	D-4	D	D	D

Exhibit - D-14

SCHEDULE OF RESERVE FOR CAPITAL IMPROVEMENT FUND
WATER AND SEWER UTILITY CAPITAL FUND

	<u>REF.</u>	
Balance - December 31, 2011	D	\$123.55
Balance - December 31, 2012	D	<u>\$123.55</u>

Exhibit - D-15

SCHEDULE OF DUE TO CURRENT FUND
WATER AND SEWER UTILITY CAPITAL FUND

	<u>REF.</u>	
Increased by:		
Cash Receipts	D-4	\$27,000.00
Balance - December 31, 2012	D	<u>\$27,000.00</u>

SCHEDULE OF RESERVE FOR AMORTIZATION
WATER AND SEWER UTILITY CAPITAL FUND

	<u>REF.</u>	
Balance - December 31, 2011	D	\$ 3,158,305.16
Increased by:		
Serial Bonds Paid	D-18	<u>180,000.00</u>
Balance - December 31, 2012	D	<u>\$ 3,338,305.16</u>

SCHEDULE OF DEFERRED RESERVE FOR AMORTIZATION
WATER AND SEWER UTILITY CAPITAL FUND

ORD. NO.	<u>IMPROVEMENT DESCRIPTION</u>	<u>BALANCE DEC. 31, 2011</u>	<u>BALANCE DEC. 31, 2012</u>
	<u>General Improvements:</u>		
2003-08	Var. Improv. To Water/Sewer	19,500.00	19,500.00
2007-10	Acquisition of Backhoe	<u>9,012.00</u>	<u>9,012.00</u>
		<u>\$ 28,512.00</u>	<u>\$ 28,512.00</u>
	<u>Ref.</u>	D	D

SCHEDULE OF SERIAL BONDS PAYABLE
WATER AND SEWER UTILITY CAPITAL FUND

PURPOSE	DATE OF ISSUE	ORIGINAL ISSUE	MATURITIES OF BONDS		INTEREST RATE	BALANCE DEC. 31, 2011	DECREASE	BALANCE DEC. 31, 2012
			OUTSTANDING - DEC. 31, 2011	AMOUNT				
2004 Water & Sewer Refunding Bonds	2/1/04	1,775,000.00	9/15/12	180,000.00	3.000%			
			9/15/13	110,000.00	3.125%			
			9/15/14	105,000.00	3.375%			
			9/15/15	105,000.00	3.400%			
			9/15/16	105,000.00	3.500%			
			9/15/17	100,000.00	3.750%			
			9/15/18	100,000.00	4.000%			
			9/15/19	90,000.00	4.000%	895,000.00	180,000.00	715,000.00
2010 Sewer Utility Bonds	6/1/10	1,366,000.00	7/15/13	55,000.00	2.250%			
			7/15/14	65,000.00	2.500%			
			7/15/15	70,000.00	2.500%			
			7/15/16	80,000.00	2.500%			
			7/15/17	90,000.00	2.750%			
			7/15/18	100,000.00	3.000%			
			7/15/19	115,000.00	3.000%			
			7/15/20	60,000.00	3.250%			
			7/15/21	60,000.00	3.250%			
			7/15/22	65,000.00	3.500%			
			7/15/23	65,000.00	3.625%			
			7/15/24	70,000.00	3.625%			
			7/15/25	70,000.00	3.750%			
		7/15/26	75,000.00	3.875%				
		7/15/27	75,000.00	3.875%				
		7/15/28	80,000.00	4.000%				
		7/15/29	85,000.00	4.000%				
		7/15/30	86,000.00	4.000%				
						1,366,000.00		1,366,000.00
						<u>\$2,261,000.00</u>	<u>\$180,000.00</u>	<u>\$2,081,000.00</u>
						D	D-16	D
						Ref.		

SCHEDULE OF BONDS AND NOTES
AUTHORIZED BUT NOT ISSUED

<u>ORD.</u> <u>NO.</u>	<u>IMPROVEMENT DESCRIPTION</u>	<u>BALANCE</u> <u>DEC. 31, 2011</u>	<u>BALANCE</u> <u>DEC. 31, 2012</u>
	Tank and Appurtenances, Replacement of Water Mains	\$10,670.64	\$10,670.64
2007-9	Various Water & Sewer Utility Improvements	\$780,400.00	780,400.00
		<u>\$791,070.64</u>	<u>\$791,070.64</u>

Ref.

Footnote D

Payroll Fund

SCHEDULE OF PAYROLL DEDUCTIONS PAYABLE
PAYROLL FUND - DECEMBER 31, 2012 AND 2011

<u>AGENCY/CATEGORY</u>	<u>BALANCE DEC.31, 2012</u>	<u>BALANCE DEC.31, 2011</u>
FICA	0.01	
PW Assoc. Fees	\$808.12	\$8.18
Health Benefits	1,596.84	\$900.92
PERS	3,754.83	4,036.21
PERS Back Deductions	174.77	(5.24)
PERS Arrears	(0.06)	(0.06)
PERS Loans	(0.23)	(0.23)
PERS Contributory life Insurance	166.49	334.15
PFRS	2,060.97	1,762.11
PFRS Arrears	225.50	225.50
PFRS Loans	1,240.21	1,735.38
Hartford Life	50.00	
Colonial Penn Disability	135.23	135.23
	<u>\$10,212.68</u>	<u>\$9,132.15</u>

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY



PART III
SUPPLEMENTARY DATA

Length of Service Award Program (LOSAP) (Unaudited)

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

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

Honorable Mayor and Members
of the Borough Council
Borough of Pennington
County of Mercer, New Jersey

We have reviewed the accompanying statement of assets, liabilities and net assets of the Borough of Pennington Length of Service Award Program (LOSAP) as of December 31, 2012 and 2011, and the related statement of revenues, expenses and other changes in net assets for the year then ended, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. All information included in these financial statements is the representation of the administration of the Borough. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

The Borough's management is responsible for the preparation and fair presentation of the financial statements in accordance with the accounting principles and practices prescribed by the Division of Local Government Services, Department of community Affairs, State of New Jersey, which is a comprehensive basis of accounting other than generally accepted accounting principles and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the review in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. Those standards require us to perform procedures to obtain limited assurance that there are no material modifications that should be made to the financial statements. We believe that the results of our procedures provide a reasonable basis for our report.

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

Hodulik & Morrison, P.A.

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

Highland Park, New Jersey
May 8, 2012

BOROUGH OF PENNINGTON
 LENGTH OF SERVICE AWARD PROGRAM (LOSAP) - UNAUDITED
 STATEMENT OF ASSETS, LIABILITIES AND NET ASSETS
AS AT DECEMBER 31, 2012 and 2011

	2012	2011
Assets		
Investments, at fair value	<u>\$482,825.20</u>	<u>\$411,799.14</u>
Total Assets	<u><u>\$482,825.20</u></u>	<u><u>\$482,825.20</u></u>
Net Assets		
Restricted	<u>\$482,825.20</u>	<u>\$411,799.14</u>
Total Net Assets	<u><u>\$482,825.20</u></u>	<u><u>\$482,825.20</u></u>

See Accompanying Notes and Independent Accountant's Review Report

SCHEDULE OF LENGTH OF SERVICE
 AWARD PROGRAM (LOSAP) - (UNAUDITED)
 STATEMENT OF REVENUES, EXPENSES AND OTHER CHANGES IN NET ASSETS
FOR THE FISCAL YEARS ENDED DECEMBER 31, 2012 AND 2011

	2012	2011
Restricted Net Assets:		
Contributions	\$ 34,681.82	\$ 45,015.06
Appreciation/(Investment Losses)	46,600.43	2,327.54
Withdrawals	<u>(10,256.19)</u>	<u> </u>
Increase (Decrease) in Net Assets	71,026.06	47,342.60
Net Assets - Beginning of Year	<u>411,799.14</u>	<u>364,456.54</u>
Net Assets - End of Year	<u>\$ 482,825.20</u>	<u>\$ 411,799.14</u>

See Accompanying Notes and Independent Accountants Review Report

BOROUGH OF PENNINGTON
LENGTH OF SERVICE AWARD PROGRAM (LOSAP)
NOTES TO UNAUDITED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2012

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Nature of Activities

The Borough of Pennington Length of Service Award Program (LOSAP) is a qualified plan under Internal Revenue Code Section 457(e) and pursuant to P.L. 1997, c.388. The Borough established the LOSAP Program to reward members of the Pennington First Aid Squad on August 13, 1999 through Ordinance #99-9. LOSAP provides for fixed annual contributions to a deferred income account for volunteer first aid and rescue squad members who meet specified service criteria. LOSAP shall provide for annual contribution to each eligible member that meets the criteria as provided in the LOSAP Point System. The Borough of Pennington sponsors LOSAP through an annual award appropriated through the municipal budget.

B. Basis of Presentation

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

C. Description of Program

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

The Program is offered by the Borough to the participants through Lincoln Financial Group.

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

NOTES TO UNAUDITED FINANCIAL STATEMENTS

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

C. Description of Program (Cont'd.)

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

D. Amount of Contribution

The LOSAP shall provide for annual contributions of a minimum of \$500.00 and a maximum of \$1,150.00 to each eligible member.

NOTE 2: QUALIFICATIONS

The LOSAP shall provide for annual contributions for each eligible member who meets the criteria as follows:

Shall provide for annual contributions of \$1,000.00 to each eligible member who shall be within the top 50% of responders in each volunteer organization.

The estimated cost of the program has been calculated to be \$100,000.00 for regular annual services.

Eligible members will be ranked annually on an organizational list based upon the number of calls responded to. The LOSAP shall provide for annual contributions of \$500.00 to each eligible member who shall be within the top 50% of responders in each volunteer organization. Eligible members shall be those who:

- a) Provide services on an ambulance at least one night a week or an equivalent forty (40) hours a month during weekdays or weekends;
- b) Attend at least fifty (50) percent of all regularly scheduled and special drills/training exercises (not less than twelve (12) a year) averaging two hours each;
- c) Recertify every other year for CPR;
- d) Complete forty-eight (48) hours of New Jersey State approved continuing education credits every three years;
- e) Attend annual refresher courses in hazardous material, infectious disease control and ambulance safety;
- f) Attend annually an EMT-D refresher course;
- g) Attend at least twenty-five (25) percent of all regularly scheduled and special meetings of the squad, missing no more than three in a row.

Other Supplementary Data

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

COMBINED BALANCE SHEET - ALL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2012

ASSETS	CURRENT FUND	TRUST FUND	GENERAL CAPITAL FUND	WATER AND SEWER UTILITY FUND	PAYROLL FUND	GENERAL FIXED ASSETS (UNAUDITED)	MEMORANDUM ONLY TOTALS	
							DEC. 31, 2012	DEC. 31, 2011
Cash and Investments	\$ 1,260,981.49	\$ 965,911.38	\$ 118,478.85	\$ 190,664.71	\$ 10,212.68	\$	\$ 2,546,249.11	\$ 2,095,836.70
Amounts Held by Plan Admin.		482,825.20					482,825.20	411,799.14
Accounts Receivable:								
State & Federal Grants Receivable	1,268,515.22						1,268,515.22	1,296,631.52
Taxes, Assessments, Liens & Utility Charges	114,724.04			74,634.44			189,358.48	321,938.92
Interfund Loans	30,405.10		57,501.06				87,906.16	313,309.48
Other Accounts Receivable	10,115.25						10,115.25	2,994.52
Property Acquired for Taxes at Assessed Valuation	17,810.00						17,810.00	17,810.00
Fixed Assets - General						3,345,647.14	3,345,647.14	3,345,647.14
Fixed Capital - Authorized and Uncompleted - Utility				5,619,908.48			5,619,908.48	5,562,138.20
Deferred Charges to Revenue of Succeeding Years	25,000.00			618,979.32			618,979.32	676,749.60
Deferred Charges to Future Taxation:								
General Capital Fund							25,000.00	100,216.68
							2,816,623.97	2,741,623.97
	\$ 2,727,551.10	\$ 1,448,736.58	\$ 2,992,603.88	\$ 6,504,186.95	\$ 10,212.68	\$ 3,345,647.14	\$ 17,028,938.33	\$ 16,886,695.87

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY

COMBINED BALANCE SHEET - ALL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2012

	CURRENT FUND	TRUST FUND	GENERAL CAPITAL FUND	WATER AND SEWER UTILITY FUND	PAYROLL FUND	GENERAL FIXED ASSETS (UNAUDITED)	MEMORANDUM ONLY TOTALS	
							DEC. 31, 2012	DEC. 31, 2011
LIABILITIES, RESERVES AND FUND BALANCE								
Bonds and Notes Payable	\$	\$	\$ 1,898,000.00	\$	\$	\$	\$ 1,898,000.00	\$ 4,409,000.00
Prepaid Taxes, Assessments, Utility Charges and Licenses	61,857.19						61,857.19	112,937.24
Tax, Assessment, Lien, License and Utility Charge Overpayments	34,000.00			414.13			34,414.13	1,054.89
Appropriation Reserves	179,420.54			47,983.37			227,403.91	360,734.48
Reserve for Encumbrances/Accounts Payable	132,055.02		14,302.33	36,110.38	10,212.68		192,680.41	225,879.10
Other Liabilities	96,366.07						96,366.07	163,684.51
Amts. Pledged to Specific Purposes	1,183,802.13	1,405,260.56	20,518.45	2,108,679.47			4,718,260.61	2,292,393.24
Escrow Funds		40,070.92					40,070.92	42,891.95
Improvement Authorizations	57,501.06		1,033,290.82	764,235.69			1,797,526.51	1,491,360.34
Interfund Loans		3,405.10		27,000.00			87,906.16	313,309.48
Investments in General Fixed Assets						3,345,647.14	3,345,647.14	3,345,647.14
Reserve for Amortization of Costs of Fixed Capital Acquired or Authorized				3,366,817.16			3,366,817.16	3,186,817.16
Reserve for Certain Assets Acquired or Receivables & Inventories	173,054.39			74,634.44			247,688.83	656,052.92
Fund Balance	809,494.70		26,492.28	78,312.31			914,299.29	284,933.42
	<u>\$ 2,727,551.10</u>	<u>\$ 1,448,736.58</u>	<u>\$ 2,992,603.88</u>	<u>\$ 6,504,186.95</u>	<u>\$ 10,212.68</u>	<u>\$ 3,345,647.14</u>	<u>\$ 17,028,938.33</u>	<u>\$ 16,886,695.87</u>

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

Revenue and Other Income Realized	Year 2012		Year 2011	
	Amount	%	Amount	%
Fund Balance Utilized	\$100,000.00	0.72	\$320,091.53	2.41
Miscellaneous - From Other Than Local Property Tax Levies	1,586,015.84	11.36	1,325,811.65	9.98
Collection of Delinquent Taxes and Tax Title Liens	230,939.39	1.65	224,051.82	1.69
Collection of Current Tax Levy	12,049,886.10	86.27	11,417,999.01	85.93
Total Income	13,966,841.33	100.00	13,287,954.01	100.00
Expenditures				
Budget Expenditures:				
Municipal Purposes	3,402,688.43	25.55	3,564,241.94	26.53
County Taxes	2,765,724.63	20.77	2,538,308.30	18.90
Local School Taxes	6,844,591.86	51.39	6,816,349.88	50.74
Fire District Taxes	149,000.00	1.12	149,441.00	1.11
Other Expenditures	155,876.12	1.17	364,829.57	2.72
Total Expenditures	13,317,881.04	100.00	13,433,170.69	100.00
Excess in Revenue	648,960.29		(145,216.68)	
Adj. to Income Before Fund Balance:				
Expenditures Included Above Which are by Statute Deferred Charges to Budget of Succeeding Year	25,000.00		45,800.00	
Operating Deficit			99,416.68	
Fund Balance January 1	235,534.41		555,625.94	
	909,494.70		555,625.94	
Less:				
Utilization as Anticipated Revenue	100,000.00		320,091.53	
Fund Balance December 31	\$809,494.70		\$235,534.41	

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

Revenue and Other <u>Income Realized</u>	<u>Year 2012</u>		<u>Year 2011</u>	
	<u>Amount</u>	<u>%</u>	<u>Amount</u>	<u>%</u>
Fund Balance Utilized	44,087.60	3.45	38,014.50	3.05
Collection of Water and Sewer Rents	1,115,699.30	87.19	1,137,229.00	91.25
Miscellaneous - From Other Than Water and Sewer Rents	<u>119,895.19</u>	<u>9.37</u>	<u>71,012.33</u>	<u>5.70</u>
Total Income	<u>1,279,682.09</u>	<u>100.00</u>	<u>1,246,255.83</u>	<u>100.00</u>
 <u>Expenditures</u>				
Budget Expenditures:				
Operating	887,422.10	73.85	912,350.45	75.94
Debt Service	253,917.82	21.13	230,682.59	19.20
Deferred Charges and Statutory Expenditures	<u>60,265.50</u>	<u>5.02</u>	<u>58,332.50</u>	<u>4.86</u>
Total Expenditures	<u>1,201,605.42</u>	<u>100.00</u>	<u>1,201,365.54</u>	<u>100.00</u>
Statutory Excess to Fund Balance	78,076.67		44,890.29	
Fund Balance January 1	<u>44,890.39</u>		<u>38,014.60</u>	
	122,967.06		82,904.89	
Less:				
Utilization as Anticipated Revenue	<u>44,087.60</u>		<u>38,014.50</u>	
Fund Balance December 31	<u>\$78,879.46</u>		<u>\$44,890.39</u>	

COMPARATIVE SCHEDULE OF TAX RATE INFORMATION

	<u>2012</u>	<u>2011</u>	<u>2010</u>
<u>Tax Rate:</u>	<u>\$2.401</u>	<u>\$2.298</u>	<u>\$2.297</u>
<u>Apportionment of Tax Rate:</u>			
Municipal	<u>0.404</u>	<u>0.422</u>	<u>0.422</u>
Local Libraray	<u>0.033</u>		
Local Open Space	<u>0.010</u>	<u>0.010</u>	<u>0.010</u>
County	<u>0.545</u>	<u>0.509</u>	<u>0.507</u>
Regional School	<u>1.379</u>	<u>1.327</u>	<u>1.328</u>
Fire District	<u>0.030</u>	<u>0.030</u>	<u>0.030</u>

Assessed Valuation:

2012	<u>\$501,539,914.00</u>		
2011		<u>\$496,426,813.00</u>	
2010			<u>\$498,135,705.00</u>

Note: Under the provisions of Chapter 73, L. 1976 (R.S. 54:4-46.1), the Mercer County Board of Taxation estimated the amount of approved Veterans' and Senior Citizens' tax deductions, etc. to be \$19,250.00 for the year 2012.

COMPARISON OF TAX LEVIES AND COLLECTION CURRENTLY

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

<u>Year</u>	<u>Tax Levy</u>	<u>CURRENTLY</u>	
		<u>Cash Collections</u>	<u>Percentage of Collection</u>
2012	\$12,189,916.67	\$ 12,049,886.10	98.85%
2011	11,525,527.85	11,294,886.82	98.00%
2010	11,525,527.85	11,294,886.82	98.00%

DELINQUENT TAXES AND TAX TITLE LIENS

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

<u>Dec. 31 Year</u>	<u>Amount of Tax Title Liens</u>	<u>Amount of Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2012	\$0.00	\$114,724.04	114,724.04	0.94%
2011	0.00	230,939.39	230,939.39	2.00%
2010	0.00	216,463.44	216,463.44	1.88%

PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION

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

<u>Year</u>	<u>Amount</u>
2012	\$17,810.00
2011	17,810.00
2010	17,810.00

COMPARISON OF WATER AND SEWER UTILITY BILLINGS AND COLLECTIONS

<u>Year</u>	<u>Billings</u>	<u>*Collections</u>
2012	\$1,099,334.21	\$1,115,699.30
2011	1,148,207.48	1,117,296.45
2010	1,106,148.52	1,096,543.24

*Includes collections of prior unpaid balances.

COMPARATIVE SCHEDULE OF FUND BALANCE

	<u>Year</u>	<u>Balance December 31</u>	<u>Utilized in Budget of Succeeding Year</u>
Current Fund	2012	\$809,494.70	\$440,892.75
	2011	235,534.41	100,000.00
	2010	555,625.94	320,091.53
	2009	555,478.68	284,323.00
	2008	521,131.40	254,200.00
Water and Sewer Utility Operating Fund	2012	\$78,312.31	\$76,500.00
	2011	44,323.24	44,087.60
	2010	38,014.60	38,014.50
	2009	61,753.28	61,750.00
	2008	97,935.95	96,446.00

OFFICIALS IN OFFICE AND SURETY BONDS

The following officials were in office as at December 31, 2012:

<u>NAME</u>	<u>TITLE</u>	<u>AMOUNT OF BOND</u>	<u>NAME OF CORPORATE SURETY</u>
Anthony Persichilli	Mayor		
Edwin Tucker	President of Council		
Glen Griffiths	Councilperson		
Eileen Heinzel	Councilperson		
Thomas Ogren	Councilperson		
Dina Dunn	Councilperson		
Mary Anne Heino	Councilperson		
Elizabeth Sterling	Borough Clerk		
Sandra Webb	Chief Financial Officer		
Wayne Blauth	Tax Collector, Tax Search Officer	\$1,000,000.00	Mid Jersey JIF
Antoinette Sost	Tax Assessor		
Elizabeth Sterling	Registrar of Vital Statistics		
Eric Perkins	Borough Magistrate	\$1,000,000.00	Mid Jersey JIF
Nancy MacLean	Court Administrator	\$1,000,000.00	Mid Jersey JIF
Walter R. Bliss	Borough Attorney		
W. Jeffrey Wittkop	Superintendent of Water and Sewer Department/ Department of Public Works		
Roberts Engineering Group	Borough Engineer		
William Meytrott	Public Safety Director		
Craig Hubert	Boro Prosecutor		

All of the above bonds were examined and properly executed.

BOROUGH OF PENNINGTON
MERCER COUNTY, NEW JERSEY



PART IV
GENERAL COMMENTS AND RECOMMENDATIONS

**BOROUGH OF PENNINGTON
COUNTY OF MERCER, NEW JERSEY
FOR YEAR ENDED DECEMBER 31, 2012**

GENERAL COMMENTS

An audit of the financial accounts and transactions of the Borough of Pennington, County of Mercer, New Jersey, for the year ended December 31, 2012, has been completed. The General Comments are herewith set forth:

Scope of Audit

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

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

INTERNAL CONTROL MATTERS

In planning and performing our audit of the financial statements of the Borough of Pennington, County of Mercer, New Jersey as of and for the year ended December 31, 2012, in accordance with auditing standards generally accepted in the United States of America, we considered the Borough's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness to the Borough's internal control. Accordingly, we do not express an opinion on the effectiveness of the Borough's internal control.

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

A control deficiency 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 misstatements on a timely basis.

A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

INTERNAL CONTROL MATTERS (CONT'D)

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

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

As indicated below, we identified certain deficiencies in internal control that we consider to be control deficiencies.

Control Deficiencies

A. Segregation of Duties

Utility Collector's Office

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

Other Offices and Officials Collecting Fees

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

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

B. Transaction Posting

The computerized data processing system allows for the back dated posting of transactions for those individuals with security rights in the system.

The ability to back post transactions can limit the effectiveness of the data processing system.

GENERAL COMMENTS

Internal Control Over Compliance

A. Fixed Asset Accounting

Technical Accounting Directive 85-2 states that all local units are required to develop and implement an accounting system which assigns values to covered assets and can track additions, retirements and transfers of inventoried assets. The Borough has established a fixed asset accounting system but has not established a system to reflect all additions, retirements and transfers of assets.

A fixed asset accounting system should be in full compliance with N.J.A.C. 5:30-5.6.

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

N.J.S.A. 40A: 11-4 states "Every contract or agreement, for the performance of any work or the furnishing or hiring of any materials or supplies, the cost or the contract price whereof is to be paid with or out of public funds not included within the terms of Section 3, of this act, shall be made or awarded only after public advertising for bids and bidding therefore, except as is provided other wise in this act or specifically by any other law. No work, materials or supplies shall be undertaken, acquired or furnished for a sum exceeding in the aggregate \$17,500.00 except by contract or agreement."

On May 5, 2011, the Local Public Contracts Law was amended, effective for periods beginning on January 1, 2011. The amendments address the bid threshold (Section 7, N.J.S.A. 40A:11-3), thereby decreasing the amount to \$17,500.00 under which a contract may be awarded without public advertising. Furthermore, if the Borough's purchasing agent is "Qualified", the Borough may increase the bid threshold to \$36,000.00.

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

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

Road Improvements and Repairs; Water Main Extension

Purchases were also made through state approved vendors for various items available which were permitted under the statutes. The Borough has also utilized interlocal service agreements with the County of Mercer, Hopewell Township, the Hopewell Valley Regional School District and the City of Trenton for various services required by the Borough.

GENERAL COMMENTS

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

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

My examination of expenditures did not reveal individual payments, contracts or agreements in excess of \$17,500.00 "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.

Upon inquiry of the various officials responsible for the purchases of materials, supplies, equipment, etc. for the Borough in relation to the Local Public Contracts Laws and Borough policies regarding the solicitation of quotations when the cost is \$2,625.00 or more, monitoring of change orders, quantities and unit prices of contracts, procedures presently in place were found to be good.

The minutes indicate that resolutions were adopted and advertised authorizing the awarding of contracts or agreements for "Professional Services" per N.J.S.A. 40A: 11-5, however, maximum amounts were not always designated.

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

Collection of Interest on Delinquent Taxes and Assessments

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

The governing body, on April 7, 1980 adopted a resolution increasing interest to be charged on delinquent taxes. The resolution provides for interest to be charged at the rate of 8% per annum on the first \$1,500 of the delinquency and 18% per annum to be charged on any amount in excess of \$1,500. No interest shall be charged if payment is made within ten days after the date upon which the same becomes payable.

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

During 1991, legislation which permits the charging of a 6% penalty on any delinquency in excess of \$10,000, if not paid by the end of the fiscal year, was enacted and codified as an amendment to N.J.S.A. 54:4-67. As of January 3, 2006 the Borough passed a resolution requiring charging a 6% penalty for delinquent accounts in excess of \$10,000.

Delinquent Taxes and Tax Title Liens

There were no Tax Liens held by the Borough at December 31, 2012.

GENERAL COMMENTS

Interfund Balances

The following interfunds appear on the various balance sheets and should be cleared by cash transfers:

<u>Fund</u>	<u>Interfunds Receivable</u>	<u>Interfunds Payable</u>
Current Fund	\$30,405.10	\$1.06
Grant Fund		57,500.00
Water/ Sewer Capital Fund		27,000.00
General Capital Fund	57,501.06	
Animal Control Fund	<u>0.00</u>	<u>3,405.10</u>
Total	<u>\$87,906.16</u>	<u>\$87,906.16</u>

Prior year-end interfund loan balances were not all cleared by cash transfers during the current period. All interfund balances should be cleared by cash transfers were feasible. Interfund balances were not material in amount and are not indicative of any cash-flow issues for any of the Borough's funds and accounts.

Cash Management/Investment of Idle Funds

The Chief Financial Officer has the idle funds of the Borough invested in interest-bearing accounts for the year under review. Earnings from the investments and deposits are shown in the various funds of the Borough as of December 31, 2012 and 2011.

All cash and investments held by the Borough were directly confirmed as of December 31, 2012.

Condition of Records – Payrolls

During 2012 the payroll records were in good condition. Entries made in the Net Payroll and Deductions Ledger were referenced to their sources. A tracking was maintained of all void and/or reissued check which provided assurance that adjustments are made on the computerized record of earnings and deductions.

Payment of Claims

Claims were examined on a test basis for the year under review and they were found to be in good order.

GENERAL COMMENTS

Purchase Order and Encumbrance System

The Borough's budgetary operation is on a full encumbrance system with the exception of payrolls and other direct costs. During 2000, the Borough switched computer software providers to provide for a full interface between the budget appropriations/miscellaneous disbursements subsidiary record and the general ledger.

The Borough utilized a purchase order system for its expenditures in connection with its budgetary accounting systems during the year under review. The accounting is processed on a data processing system for budgetary control. Tests of the system disclosed that compliance was good during the year. The use of confirming orders was reduced significantly during 2012. Purchase orders were available for all cash disbursement transactions selected by us for testing.

Other Officials Collecting Fees

Our reviews of the records maintained for other officials collecting fees, which were designed to determine that minimum levels of internal controls and accountability were met, that cash receipts were deposited or turned over to the Treasurer's accounts within a 48 hour period as required by N.J.S.A. 40A: 5-15, that amounts charged were in accordance with the provisions of the Borough Code and that monthly financial reports are being submitted to the Finance Department timely.

There were fees collected for recreation programs during 2012 in the amount of \$378.00. The amount of expenditures for dedicated recreation programs was \$234.00 during 2012. This resulted in a net increase in available funds of approximately \$144.00. This use of undesignated balances and/or accumulated program receipts benefits both the participants and the taxpayers. We believe that an annual status review, either formal or informal, of recreation program financing and needs assessment should continue for future periods.

Surety Bonds

The "List of Officials", included as part of the Supplementary Data section of this report, discloses the status of surety bond coverage's in effect at December 31, 2012. A review of surety bond coverage as of December 31, 2012, disclosed compliance with requirements, as promulgated by the Local Finance Board, State of New Jersey, for the Municipal Court and the Collector.

During July 1998 the Local Finance Board completed a readoption of the Board's general rules in the New Jersey Administrative Code. Based upon the new provisions of N.J.A.C. 5:30-8.3 and 8.4, local units are encouraged to utilize new recommended amounts in lieu of the minimum amounts in order to provide a higher level of security of public funds. The Bond the Borough has in force for the Municipal Court meets these suggested amounts.

GENERAL COMMENTS

Municipal Court

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

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

Condition of Records - Finance Office

The condition of the records maintained by the Finance Office were found to be in good condition. General ledgers were maintained for all funds as required by N.J.A.C. 5-30- 5.7.

Administration and Accounting for State & Federal Grants

The Borough operated various programs during 2012, which were funded in whole or in part by State or Federal grant assistance. These programs often vary as to the application and approval process, matching funds requirements, grant periods, required approvals for modification of budgets and the timing and frequency of financial reporting. A separate grant fund was maintained.

Condition of Records - Tax Office

The condition of the records maintained by the Tax Collector were found to be in good condition. Computerized real estate tax billings and billing adjustments were found to be in good order, with only minor reclassification and timing adjustments necessary. Cash collections were in proof with deposit totals as presented. Similarly, computerized records of utility billings and collections were found to be in good order.

Water and Sewer Utility Fund

The results of operation for the Water and Sewer Utility Operating Fund are set forth in Exhibit "D-1" of this report. Realized revenues amounted to \$1,279,682.09 and expenditures amounted to \$1,201,605.42 resulting in excess revenues of \$78,076.67. The calculation of "Self-Liquidating Purpose" utility operations per N.J.S.A. 40A: 2-45 resulted in a deficit for debt statement purposes of \$(30,095.99). A reconciliation of the excess revenues from operations (Exhibit D-1) and the excess in revenues for debt statement purposes is included in the "Notes to Financial Statements".

GENERAL COMMENTS

Compliance with Technical Accounting Directives

The Local Finance Board, State of New Jersey, adopted the following requirements, previously identified as “technical accounting directives”, as codified in the New Jersey Administrative Code, as follows:

N.J.A.C. 5:30 – 5.2 – Encumbrance Systems: This directive requires the development and implementation of accounting systems, which can reflect the commitment of funds at the point of commitment. The Borough of Pennington is in compliance with this directive.

N.J.A.C. 5:30 – 5.6 – Accounting for Governmental Fixed Assets: This directive requires the development and implementation of accounting systems which assign values to covered assets and can track additions, retirements and transfers of inventoried assets. The Borough of Pennington is not in compliance with this directive.

N.J.A.C. 5:30 – 5-7 – General Ledger Accounting System: This directive requires the establishment and maintenance of a general ledger for, at least, the Current Fund. The Borough is in compliance with this directive.

Compliance with Local Finance Notices

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

RECOMMENDATIONS

None

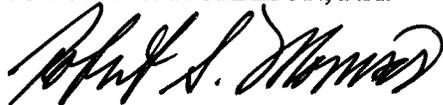
ACKNOWLEDGMENT

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

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

Respectfully submitted,

HODULIK & MORRISON, P.A.



Robert S. Morrison
Registered Municipal Accountant
No. 412