

BOROUGH OF LAUREL SPRINGS

COUNTY OF CAMDEN

REPORT OF AUDIT

FOR THE YEAR 2013



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BOROUGH OF LAUREL SPRINGS
PART I
REPORT OF AUDIT OF FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2013

INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and
Members of the Borough Council
Borough of Laurel Springs
Laurel Springs, New Jersey 08021

Report on the Financial Statements

We have audited the accompanying statements of assets, liabilities, reserves and fund balance - regulatory basis of the various funds of the Borough of Laurel Springs, in the County of Camden, State of New Jersey, as of December 31, 2013 and 2012, and the related statements of operations and changes in fund balance - regulatory basis for the years then ended, and the related statement of revenues - regulatory basis, statement of expenditures - regulatory basis, and statement of general fixed assets group of accounts for the year ended December 31, 2013 and the related notes to the financial statements, which collectively comprise the Borough's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the 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 fraud or error.

Auditor's Responsibility

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

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

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

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

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

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

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Borough of Laurel Springs, in the County of Camden, State of New Jersey, as of December 31, 2013 and 2012, or the results of its operations and changes in fund balance for the years then ended.

Opinion on Regulatory Basis of Accounting

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

Other Information

Our audits were conducted for the purpose of forming opinions on the financial statements that collectively comprise the Borough's basic financial statements. The supplemental financial statements presented for the various funds are presented for purposes of additional analysis as required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, and are not a required part of the basic financial statements.

The supplementary financial statements presented for the various funds are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information described in the previous paragraph is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated March 12, 2014 on our consideration of the Borough of Laurel Springs', in the County of Camden, State of New Jersey, internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Borough of Laurel Springs' internal control over financial reporting.

Respectfully submitted,

Bowman & Company LLP

BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants

Kirk N. Applegate

Kirk N. Applegate
Certified Public Accountant
Registered Municipal Accountant

Voorhees, New Jersey
March 12, 2014

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

INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and
Members of the Borough Council
Borough of Laurel Springs
Laurel Springs, New Jersey 08021

We have audited, in accordance with the auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, the financial statements prepared on a regulatory basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey of the Borough of Laurel Springs, in the County of Camden, State of New Jersey, as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the Borough's basic financial statements, and have issued our report thereon dated March 12, 2014. That report indicated that the Borough of Laurel Springs' financial statements were not prepared in accordance with accounting principles generally accepted in the United States of America, but were prepared on a regulatory basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

Internal Control Over Financial Reporting

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

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify one deficiency in internal control, described in the accompanying Schedule of Findings and Recommendations as finding no. 2013-1 that we consider to be significant deficiency.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Borough of Laurel Springs' financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed one instance of noncompliance or other matter that is required to be reported under Government Auditing Standards or audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and which is described in the accompanying Schedule of Findings and Recommendations as finding no. 2013-1.

The Borough of Laurel Springs' Response to Findings

The Borough of Laurel Springs' response to the finding identified in our audit is described in the accompanying Schedule of Findings and Recommendations. The Borough's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

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

Respectfully submitted,

Bowman & Company LLP

BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants

Kirk N. Applegate

Kirk N. Applegate
Certified Public Accountant
Registered Municipal Accountant

Voorhees, New Jersey
March 12, 2014

BOROUGH OF LAUREL SPRINGS
CURRENT FUND

Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis
As of December 31, 2013 and 2012

<u>ASSETS</u>	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
Regular Fund:			
Cash	SA-1	\$ 352,343.43	\$ 402,158.02
Cash--Petty Cash Fund	SA-1		400.00
Cash--Change Fund	SA-2	300.00	300.00
		<u>352,643.43</u>	<u>402,858.02</u>
Receivables with Full Reserves:			
Delinquent Property Taxes	SA-3	174,893.19	121,590.09
Property Acquired for Taxes - Assessed Valuation	A	551.00	551.00
Revenue Accounts Receivable	SA-4	6,344.12	5,873.20
Due from Federal and State Grant Fund	A	43,261.46	4,763.63
Due from Trust - Other Fund	SB-5	32,861.55	21,853.11
Due from General Capital Fund	SC-1		30.00
Due from Sewer Utility - Operating Fund	SD-1		57.69
		<u>257,911.32</u>	<u>154,718.72</u>
Deferred Charges:			
Reserve for Preparation of Tax Maps	SA-5	25,000.00	-
		<u>635,554.75</u>	<u>557,576.74</u>
Federal and State Grant Fund:			
Federal and State Grants Receivable	SA-15	119,978.43	179,924.35
		<u>119,978.43</u>	<u>179,924.35</u>
		<u>\$ 755,533.18</u>	<u>\$ 737,501.09</u>

(Continued)

BOROUGH OF LAUREL SPRINGS
CURRENT FUND

Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis
As of December 31, 2013 and 2012

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
Regular Fund:			
Liabilities:			
Appropriation Reserves	A-3;SA-6	\$ 106,991.25	\$ 75,764.19
Due to State of New Jersey - Senior Citizens' and Veterans' Deductions	SA-7	3,972.80	12,036.53
Due State of New Jersey:			
State Training Fees	SA-8	124.00	103.00
Marriage License Fees	SA-9	100.00	75.00
Prepaid Taxes	SA-10	10,157.62	12,562.66
Due County for Added and Omitted Taxes	SA-12	543.84	497.24
Tax Overpayments	SA-14	250.00	250.00
Reserve for Sale of Municipal Assets	SA-1	1,868.00	1,748.00
Reserve for Tax Map Revisions	SA-1	13,800.00	
Reserve for Revision and Codification of Ordinances	A	425.21	425.21
		138,232.72	103,461.83
Reserves for Receivables and Other Assets	A	257,911.32	154,718.72
Fund Balance	A-1	239,410.71	299,396.19
		635,554.75	557,576.74
Federal and State Grant Fund:			
Due Current Fund	A	43,261.46	4,763.63
Reserve for State and Federal Grants: Appropriated	SA-17	76,716.97	175,160.72
		119,978.43	179,924.35
		\$ 755,533.18	\$ 737,501.09

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

BOROUGH OF LAUREL SPRINGS
CURRENT FUND

Statements of Operations and Changes in Fund Balance - Regulatory Basis
For The Years Ended December 31, 2013 and 2012

<u>Revenue and Other Income Realized</u>	<u>2013</u>	<u>2012</u>
Fund Balance Utilized	\$ 224,000.00	\$ 262,000.00
Miscellaneous Revenues Anticipated	538,408.44	627,105.26
Receipts from Delinquent Taxes	119,591.78	97,719.57
Receipts from Current Taxes	5,503,868.97	5,372,748.87
Non-Budget Revenue	31,911.52	41,435.47
Other Credits to Income:		
Unexpended Balance of Appropriation Reserves	64,490.55	22,708.23
Liquidation of Reserve for:		
Due from General Capital Fund	30.00	
Due from Sewer Utility - Operating Fund	57.69	
	<hr/>	<hr/>
Total Income	6,482,358.95	6,423,717.40
	<hr/>	<hr/>
<u>Expenditures</u>		
Budget and Emergency Appropriations:		
Operations - Within "CAPS":		
Salaries and Wages	805,200.00	846,700.00
Other Expenses	689,200.00	699,886.00
Deferred Charges and Statutory Expenditures - Within "CAPS"	208,949.00	216,941.00
Operations - Excluded from "CAPS":		
Salaries and Wages	23,500.00	23,100.00
Other Expenses	157,857.37	230,539.74
Capital Improvements Excluded from "CAPS"	10,000.00	10,000.00
Municipal Debt Service	414,432.16	374,247.76
Transferred to Board of Education for Use of Local Schools	45,473.00	46,700.00
County Taxes	1,077,671.75	1,102,806.77
Due County for Added Taxes	543.84	497.24
Local District School Tax	2,807,334.00	2,635,936.50
Prior Year Senior Citizen Disallowance	750.00	1,000.00
Reserves Created:		
Due from Federal and State Grant Fund	38,497.83	4,763.63
Due from Trust - Other Fund	11,008.44	21,271.23
Due from General Capital Fund		30.00
Due from Sewer Utility - Operating Fund		57.69
Transfer Prior Year Revenue to Tax Overpayments	27,927.04	10,844.40
Refund Prior Year Revenue		3,172.11
	<hr/>	<hr/>
Total Expenditures	6,318,344.43	6,228,494.07
	<hr/>	<hr/>
Statutory Excess to Fund Balance (Carried Forward)	164,014.52	195,223.33

(Continued)

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
 Statements of Operations and Changes in Fund Balance - Regulatory Basis
 For The Years Ended December 31, 2013 and 2012

	<u>2013</u>	<u>2012</u>
Statutory Excess to Fund Balance (Brought Forward)	\$ 164,014.52	\$ 195,223.33
Fund Balance Jan. 1	<u>299,396.19</u>	<u>366,172.86</u>
	463,410.71	561,396.19
Decreased by:		
Utilized as Revenue	<u>224,000.00</u>	<u>262,000.00</u>
Balance Dec. 31	<u>\$ 239,410.71</u>	<u>\$ 299,396.19</u>

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

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Revenues - Regulatory Basis
For The Year Ended December 31, 2013

	<u>Anticipated</u>		<u>Realized</u>	<u>Excess or (Deficit)</u>
	<u>Budget</u>	<u>Special N.J.S. 40A:4-87</u>		
Fund Balance Anticipated	\$ 224,000.00	\$ -	\$ 224,000.00	\$ -
Miscellaneous Revenue				
Licenses:				
Alcoholic Beverages	6,000.00		5,000.00	(1,000.00)
Other	2,500.00		3,814.50	1,314.50
Fines and Costs:				
Municipal Court	82,500.00		83,831.25	1,331.25
Interest and Cost on Taxes	24,500.00		24,371.53	(128.47)
Energy Receipts Tax (P.L. 1997, Chapters 162 & 167)	265,357.00		265,356.53	(0.47)
Consolidated Municipal Property Tax Relief Aid (N.J.S.A. 52:27D-118.34)	52,853.00		52,853.00	
Dedicated Uniform Construction Code Fees Offset with Appropriations (N.J.S. 40A:4-36 and N.J.A.C. 5:23-4.17):				
Uniform Construction Code Fees	13,000.00		11,789.00	(1,211.00)
Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services:				
Interlocal Municipal Service Agreements Offset with Appropriations Municipal Court	26,000.00		29,273.26	3,273.26
State and Federal Revenues Off-Set with Appropriations:				
Body Armor Replacement Fund		1,299.16	1,299.16	
Clean Communities Grant		4,000.00	4,000.00	
N.J. Green Communities Grant		3,000.00	3,000.00	
Camden County Poetry Grant	1,000.00		1,000.00	
Alcohol Education and Rehabilitation Grant		369.42	369.42	
Sustainable Jersey Grant		2,000.00	2,000.00	
Safe and Secure Communities Program - P.L. 1994, Chapter 220	25,000.00		25,000.00	
Recycling Tonnage Grant		2,576.79	2,576.79	

(Continued)

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Revenues - Regulatory Basis
For The Year Ended December 31, 2013

	<u>Anticipated</u>			
	<u>Budget</u>	<u>Special</u>	<u>Realized</u>	<u>Excess or</u>
		<u>N.J.S. 40A:4-87</u>		<u>(Deficit)</u>
Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services (Cont'd):				
Other Special Items:				
Uniform Fire Safety Act	\$ 5,000.00		\$ 2,874.00	\$ (2,126.00)
Reserve for Payment of Bonds and Notes	20,000.00		20,000.00	
	<u>523,710.00</u>	<u>\$ 13,245.37</u>	<u>538,408.44</u>	<u>\$ 1,453.07</u>
Receipts from Delinquent Taxes	<u>98,000.00</u>	<u>-</u>	<u>119,591.78</u>	<u>21,591.78</u>
Amounts to be Raised by Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes including				
Reserve for Uncollected Taxes	1,806,290.00	-	1,872,685.38	66,395.38
Budget Totals	<u>2,652,000.00</u>	<u>13,245.37</u>	<u>2,754,685.60</u>	<u>89,440.23</u>
Non-Budget Revenues	<u>-</u>	<u>-</u>	<u>31,911.52</u>	<u>31,911.52</u>
	<u>\$ 2,652,000.00</u>	<u>\$ 13,245.37</u>	<u>\$ 2,786,597.12</u>	<u>\$ 121,351.75</u>

(Continued)

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Revenues - Regulatory Basis
For The Year Ended December 31, 2013

Analysis of Realized Revenues

Allocation of Current Tax Collections:		
Revenue from Collections		\$ 5,503,868.97
Allocated to:		
School and County Taxes		<u>3,885,549.59</u>
Balance for Support of Municipal Budget Appropriations		1,618,319.38
Add: Appropriation "Reserve for Uncollected Taxes"		<u>254,366.00</u>
Amount for Support of Municipal Budget Appropriations		<u>\$ 1,872,685.38</u>
Licenses - Other:		
Clerk		<u>\$ 3,814.50</u>

Analysis of Non-Budget Revenue

Miscellaneous Revenue Not Anticipated:		
Revenue Accounts Receivable:		
Zoning and Planning Board Fees		\$ 3,395.00
Police Reports		236.93
Fees and Permits:		
Clerk -- Vital Statistics Fees	\$ 555.00	
Clerk -- Other Fees and Permits	<u>14.00</u>	
		569.00
Cable T.V. Franchise Taxes		<u>6,469.09</u>
		10,670.02
Interest on Investments		
Public Works Vehicle/Equipment Rental	580.00	
Recycling Fees	5,175.46	
Miscellaneous	408.08	
DMV Inspections Fees	950.00	
Tax Search Fees	215.00	
Hurricane Sandy Assistance	6,657.07	
Insurance Safety Incentive Award	1,800.00	
Pine Valley Agreement	1,623.16	
Reimbursement of Prior Year Expenses	3,439.00	
Administrative Fee for Senior Citizen and Veterans Deductions	<u>393.73</u>	
		<u>21,241.50</u>
		<u>\$ 31,911.52</u>
Cash Receipts		\$ 31,911.32
Due from Trust - Other Fund		<u>0.20</u>
		<u>\$ 31,911.52</u>

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

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For The Year Ended December 31, 2013

	<u>Appropriations</u>		<u>Expended</u>		<u>Unexpended Balance Canceled</u>
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	
<u>OPERATIONS - WITHIN "CAPS"</u>					
<u>General Government</u>					
Mayor and Council					
Other Expenses	\$ 1,800.00	\$ 1,800.00	\$ 1,130.94	\$ 669.06	
Municipal Clerk					
Salaries and Wages	75,500.00	73,500.00	73,409.22	90.78	
Other Expenses	15,500.00	16,500.00	12,761.26	3,738.74	
Financial Administration					
Salaries and Wages	40,800.00	40,600.00	40,485.09	114.91	
Other Expenses	14,700.00	16,300.00	15,618.97	681.03	
Audit Services	29,000.00	29,000.00	29,000.00		
Collection of Taxes					
Salaries and Wages	44,300.00	44,300.00	44,225.22	74.78	
Other Expenses	1,900.00	2,100.00	1,986.81	113.19	
Assessment of Taxes					
Salaries and Wages	4,200.00	4,200.00	4,099.94	100.06	
Other Expenses	500.00	500.00	342.47	157.53	
Legal Services					
Other Expenses	15,800.00	15,800.00	15,600.00	200.00	
Engineering Services					
Other Expenses	900.00	900.00	650.00	250.00	
Preparation of Tax Map (Special Emergency, \$25,000.00)		25,000.00	25,000.00		
<u>Land Use Administration</u>					
Planning Board					
Salaries and Wages	4,200.00	5,700.00	5,680.15	19.85	
Other Expenses	2,600.00	2,600.00	2,362.24	237.76	
Municipal Court					
Salaries and Wages	43,200.00	43,500.00	43,269.62	230.38	
Other Expenses	4,300.00	5,300.00	4,813.92	486.08	
Public Defender					
Other Expenses	200.00	200.00		200.00	

(Continued)

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For The Year Ended December 31, 2013

	Appropriations		Expended		Unexpended Balance Canceled
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	
<u>OPERATIONS - WITHIN "CAPS" (CONT'D)</u>					
<u>Code Enforcement and Administration</u>					
Code Enforcement Office					
Salaries and Wages	\$ 4,100.00	\$ 4,100.00	\$ 4,031.30	\$ 68.70	
Other Expenses	100.00	100.00	100.00		
Property Maintenance Officer					
Salaries and Wages	3,000.00	3,000.00	2,999.88	0.12	
Other Expenses	100.00	100.00	100.00		
<u>Insurance</u>					
General Liability Insurance	62,000.00	61,000.00	57,702.84	3,297.16	
Workers Compensation Insurance	53,000.00	53,000.00	50,708.65	2,291.35	
Employee Group Insurance Plan for Employees	158,000.00	153,000.00	143,619.29	4,380.71	\$ 5,000.00
Disability Insurance	4,000.00	4,000.00	3,648.37	351.63	
Health Benefits Waiver	8,000.00	8,000.00	7,516.08	483.92	
<u>Public Safety Functions</u>					
Police					
Salaries and Wages	515,800.00	512,800.00	432,784.25	40,015.75	40,000.00
Other Expenses	16,200.00	19,200.00	12,994.43	6,205.57	
Office of Emergency Management					
Salaries and Wages	1,200.00	1,200.00	1,149.98	50.02	
Other Expenses	400.00	400.00	125.00	275.00	
Aid to Volunteer Fire Company	21,300.00	21,300.00	21,050.04	249.96	
Uniform Fire Safety Act					
Salaries and Wages	4,000.00	4,000.00	1,846.20	153.80	2,000.00
Other Expenses	1,000.00	1,000.00	301.20	698.80	
Fire Hydrant Service	27,000.00	27,000.00	26,737.67	262.33	
Municipal Prosecutor					
Salaries and Wages	2,700.00	3,000.00	2,900.00	100.00	

(Continued)

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For The Year Ended December 31, 2013

	<u>Appropriations</u>		<u>Expended</u>		<u>Unexpended Balance Canceled</u>
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	
<u>OPERATIONS - WITHIN "CAPS" (CONT'D)</u>					
<u>Public Works Functions</u>					
Road Repair and Maintenance					
Salaries and Wages	\$ 41,300.00	\$ 41,300.00	\$ 40,355.22	\$ 944.78	
Other Expenses	8,000.00	8,000.00	2,355.52	3,644.48	\$ 2,000.00
Shade Tree Program					
Other Expenses	12,000.00	12,000.00	5,300.00	3,700.00	3,000.00
Garbage and Trash Removal					
Salaries and Wages	1,000.00	1,000.00	516.70	483.30	
Other Expenses	100.00	100.00	98.00	2.00	
Public Building and Grounds					
Salaries and Wages	27,500.00	23,500.00	22,102.00	1,398.00	
Other Expenses	22,400.00	27,100.00	22,145.17	4,954.83	
Vehicle Maintenance					
Other Expenses	26,000.00	26,000.00	22,994.35	3,005.65	
<u>Health and Human Services</u>					
Public Health Service (Board of Health)					
Salaries and Wages	1,500.00	1,500.00	1,407.70	92.30	
Other Expenses	900.00	900.00	525.44	374.56	
Animal Control Services					
Other Expenses	3,900.00	3,900.00	3,600.00	300.00	
Recreation Services and Programs					
Salaries and Wages	4,200.00	4,300.00	3,849.78	450.22	
Other Expenses	200.00	200.00	200.00		
Celebration of Public Events, Anniversary or Holidays					
Other Expenses	1,600.00	1,600.00	1,525.77	74.23	

(Continued)

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For The Year Ended December 31, 2013

	Appropriations		Expended		Unexpended Balance Canceled
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	
<u>OPERATIONS - WITHIN "CAPS" (CONT'D)</u>					
Utility Expenses and Bulk Purchases	\$ 125,000.00	\$ 125,700.00	\$ 122,069.03	\$ 3,630.97	
Landfill/Solid Waste Disposal Costs	55,100.00	52,400.00	46,880.31	5,519.69	
Accumulated Leave Compensation	15,500.00	15,500.00	12,913.91	2,586.09	
Uniform Construction Code - Appropriations Offset by Dedicated <u>Revenues (N.J.A.C. 5:23-4.14)</u>					
Construction Code Official					
Salaries and Wages	6,200.00	6,100.00	6,050.21	49.79	
Other Expenses	2,000.00	2,200.00	2,103.58	96.42	
Plumbing Inspections					
Salaries and Wages	2,700.00	2,700.00	2,600.00	100.00	
Inspections of Buildings					
Salaries and Wages	6,300.00	6,100.00	6,000.52	99.48	
Electrical Inspections					
Salaries and Wages	3,200.00	3,200.00	3,120.00	80.00	
Fire Inspections					
Salaries and Wages	2,100.00	2,100.00	2,080.00	20.00	
Total Operations within "CAPS"	1,550,000.00	1,571,400.00	1,421,544.24	97,855.76	\$ 52,000.00
Detail:					
Salaries and Wages	854,500.00	847,200.00	757,876.89	47,323.11	42,000.00
Other Expenses	695,500.00	699,200.00	638,667.35	50,532.65	10,000.00

(Continued)

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For The Year Ended December 31, 2013

	<u>Appropriations</u>		<u>Expended</u>		<u>Unexpended Balance Canceled</u>
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	
<u>Deferred Charges and Statutory Expenditures -- Municipal Within "CAPS"</u>					
Statutory Expenditures:					
Contribution to:					
Public Employees Retirement System	\$ 40,973.00	\$ 40,973.00	\$ 40,973.00		
Police and Firemen's Retirement System of NJ	88,376.00	88,376.00	88,376.00		
Social Security System (O.A.S.I.)	78,000.00	74,600.00	63,511.46	\$ 7,088.54	\$ 4,000.00
Unemployment Insurance	2,000.00	9,000.00	8,500.00	500.00	
	<hr/>				
Total Statutory Expenditures	209,349.00	212,949.00	201,360.46	7,588.54	4,000.00
	<hr/>				
Total General Appropriations for Municipal Purposes within "CAPS"	1,759,349.00	1,784,349.00	1,622,904.70	105,444.30	56,000.00
	<hr/>				
<u>OPERATIONS - EXCLUDED FROM "CAPS"</u>					
Landfill Recycling Fees (P.L.2007,c. 311)	2,500.00	2,500.00	1,850.40	649.60	
<u>Interlocal Municipal Service Agreements:</u>					
Municipal Court					
Salaries and Wages	23,500.00	23,500.00	22,835.38	664.62	
Other Expenses	2,400.00	2,400.00	2,246.91	153.09	
Garbage and Trash Removal					
Other Expenses	81,500.00	81,500.00	81,420.36	79.64	
	<hr/>				
Total Other Operations - Excluded from "CAPS"	109,900.00	109,900.00	108,353.05	1,546.95	-
	<hr/>				

(Continued)

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For The Year Ended December 31, 2013

	Appropriations		Expended		Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Reserved	
OPERATIONS - EXCLUDED FROM "CAPS"					
<u>Public and Private Programs Offset by Revenues</u>					
Clean Communities Act (40A:4-87, \$4,000.00+)		\$ 4,000.00	\$ 4,000.00		
Sustainable Jersey Grant (40A:4-87, \$2,000.00+)		2,000.00	2,000.00		
Alcohol Education, Rehabilitation & Enforcement Grant (40A:4-87, \$369.42+)		369.42	369.42		
Body Armor Replacement Grant (40A:4-87, \$1,299.16+)		1,299.16	1,299.16		
Safe and Secure Communities Program	\$ 56,212.00	56,212.00	56,212.00		
Camden County Poetry Grant	2,000.00	2,000.00	2,000.00		
Recycling Tonnage Grant (40A:4-87, \$2,576.79+)		2,576.79	2,576.79		
N.J. Green Communities Grant (40A:4-87, \$3,000.00+)		3,000.00	3,000.00		
Total Public and Private Programs Offset by Revenues	58,212.00	71,457.37	71,457.37	\$ -	\$ -
Total Operations - Excluded from "CAPS"	168,112.00	181,357.37	179,810.42	1,546.95	-
Detail:					
Salaries and Wages	79,712.00	23,500.00	22,835.38	664.62	-
Other Expenses	88,400.00	157,857.37	156,975.04	882.33	-
<u>Capital Improvements - Excluded from "CAPS"</u>					
Capital Improvement Fund	10,000.00	10,000.00	10,000.00	-	-
<u>Municipal Debt Service - Excluded from "CAPS"</u>					
Payment of Bond Principal	270,000.00	270,000.00	270,000.00		
Payment of Bond Anticipation Notes and Capital Notes	43,300.00	43,300.00	43,190.00		110.00
Interest on Bonds	93,400.00	93,400.00	93,311.14		88.86
Interest on Notes	8,000.00	8,000.00	7,931.02		68.98
Total Municipal Debt Service - Excluded from "CAPS"	414,700.00	414,700.00	414,432.16	-	267.84

(Continued)

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For The Year Ended December 31, 2013

	<u>Appropriations</u>		<u>Expended</u>		<u>Unexpended Balance Canceled</u>
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	
Transferred to Board of Education for Use of Local Schools (N.J.S.A. 40:48-17.1 & 17.3)	\$ 45,473.00	\$ 45,473.00	\$ 45,473.00	\$ -	\$ -
Total General Appropriations for Municipal Purposes Excluded from "CAPS"	638,285.00	651,530.37	649,715.58	1,546.95	267.84
Subtotal General Appropriations	2,397,634.00	2,435,879.37	2,272,620.28	106,991.25	56,267.84
Reserve for Uncollected Taxes	254,366.00	254,366.00	254,366.00	-	-
Total General Appropriations	<u>\$ 2,652,000.00</u>	<u>\$ 2,690,245.37</u>	<u>\$ 2,526,986.28</u>	<u>\$ 106,991.25</u>	<u>\$ 56,267.84</u>
Budget		\$ 2,652,000.00			
Special Emergency - Preparation of Tax Maps (N.J.S.A. 40A:4-53)		25,000.00			
Appropriation by 40A:4-87		<u>13,245.37</u>			
		<u>\$ 2,690,245.37</u>			
Cash Disbursements			\$ 2,176,162.91		
Reserve for Preparation of Tax Maps			25,000.00		
Reserve for Federal and State Grants--Appropriated			71,457.37		
Reserve for Uncollected Taxes			<u>254,366.00</u>		
			<u>\$ 2,526,986.28</u>		

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

BOROUGH OF LAUREL SPRINGS
TRUST FUNDS
 Statements of Assets, Liabilities and Reserves - Regulatory Basis
 As of December 31, 2013 and 2012

<u>ASSETS</u>	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
Animal Control Fund:			
Cash	SB-1	\$ 1,216.56	\$ 2,147.28
Other Funds:			
Cash--Treasurer	SB-1	111,020.00	84,305.28
Cash--Collector	SB-2	58,900.20	72,394.85
		<u>169,920.20</u>	<u>156,700.13</u>
		<u>\$ 171,136.76</u>	<u>\$ 158,847.41</u>
 <u>LIABILITIES AND RESERVES</u>			
Animal Control Fund:			
Reserve for Animal Control Fund Expenditures	SB-3	\$ 1,216.56	\$ 2,110.28
Due to State	SB-4		37.00
		<u>1,216.56</u>	<u>2,147.28</u>
Other Funds:			
Reserve for Tax Title Lien Redemption	SB-2	58,900.00	72,400.00
Due to Current Fund	SB-5	32,861.55	21,853.11
Due to Sewer Utility - Operating Fund	SB-1	738.26	
Payroll Deductions Payable	SB-6	9,741.03	5,736.58
Reserve for Disposal of Forfeited Property	SB-7	3,506.57	4,407.57
Reserve for New Jersey Unemployment Compensation Insurance Trust Fund	SB-8	671.71	6,750.88
Reserve for Planning Board Escrow Deposits	SB-9	3,022.54	2,867.54
Reserve for Recreation Commission	SB-10	32,031.37	21,531.63
Reserve for Outside Employment of Off-Duty Municipal Police Officers	SB-11	24,232.50	15,055.00
Reserve for Public Defender	SB-12	2,335.00	2,000.00
Reserve for Centennial	SB-13		947.65
Reserve for Parking Offenses Adjudication Act	SB-14	87.00	85.00
Reserve for Street Opening Deposits	SB-1		637.50
Due to Criminal Disposition & Review Collection Fund	SB-12	1,792.67	2,427.67
		<u>169,920.20</u>	<u>156,700.13</u>
		<u>\$ 171,136.76</u>	<u>\$ 158,847.41</u>

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

BOROUGH OF LAUREL SPRINGS
GENERAL CAPITAL FUND
 Statements of Assets, Liabilities and Reserves - Regulatory Basis
 As of December 31, 2013 and 2012

<u>ASSETS</u>	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
Cash	SC-1	\$ 412,688.65	\$ 324,882.27
Federal - SAFETEA-LU Grant Receivable	SC-2	30,372.24	30,372.24
Deferred Charges to Future Taxation:			
Funded	SC-3	2,078,350.00	2,348,350.00
Unfunded	SC-4	539,200.00	352,490.00
New Jersey Transportation Trust Fund Receivable	SC-5	247,500.00	47,500.00
		<u>\$ 3,308,110.89</u>	<u>\$ 3,103,594.51</u>
 <u>LIABILITIES AND RESERVES</u>			
Reserve for Payment of Bonds	SC-2	\$ 19,634.78	\$ 39,049.78
Due to Current Fund	SC-2		30.00
Capital Improvement Fund	SC-6	4,315.00	6,415.00
Improvement Authorizations:			
Funded	SC-7	303,264.09	136,088.75
Unfunded	SC-7	335,863.51	188,047.47
Contracts Payable	SC-8	27,483.51	33,123.51
Bond Anticipation Notes	SC-9	539,200.00	352,490.00
General Serial Bonds	SC-10	2,078,350.00	2,348,350.00
		<u>\$ 3,308,110.89</u>	<u>\$ 3,103,594.51</u>

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

BOROUGH OF LAUREL SPRINGS
SEWER UTILITY FUND
 Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis
 As of December 31, 2013 and 2012

<u>ASSETS</u>	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
Operating Fund:			
Cash--Treasurer	SD-1	\$ 161,189.03	\$ 145,500.50
Due from Trust - Other Fund (Payroll)	SD-1	738.26	
Receivables with Full Reserves:			
Water and Sewer Rents	SD-3	10,179.09	10,071.07
Total Operating Fund		<u>172,106.38</u>	<u>155,571.57</u>
Capital Fund:			
Cash - Treasurer	SD-1&2	1,000.00	1,000.00
Fixed Capital	D	504,027.89	504,027.89
Fixed Capital Authorized and Uncompleted	D	1,000.00	1,000.00
Total Capital Fund		<u>506,027.89</u>	<u>506,027.89</u>
		<u>\$ 678,134.27</u>	<u>\$ 661,599.46</u>
<u>LIABILITIES, RESERVES</u>			
<u>AND FUND BALANCE</u>			
Operating Fund:			
Liabilities:			
Appropriation Reserves	D-3	\$ 3,620.12	\$ 6,609.96
Prepaid Rents	SD-1	209.05	151.95
Due Current Fund	SD-1		57.69
		3,829.17	6,819.60
Reserve for Receivables	D	10,179.09	10,071.07
Fund Balance	D-1	158,098.12	138,680.90
Total Operating Fund		<u>172,106.38</u>	<u>155,571.57</u>
Capital Fund:			
Improvement Authorizations:			
Funded	D	1,000.00	1,000.00
Reserve for Amortization	D	505,027.89	505,027.89
Total Capital Fund		<u>506,027.89</u>	<u>506,027.89</u>
		<u>\$ 678,134.27</u>	<u>\$ 661,599.46</u>

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

BOROUGH OF LAUREL SPRINGS
SEWER UTILITY FUND
 Statements of Operations and Changes in Fund Balance - Regulatory Basis
 For the Years Ended December 31, 2013 and 2012

<u>Revenue and Other Income Realized</u>	<u>2013</u>	<u>2012</u>
Fund Balance Utilized	\$ 12,000.00	\$ 52,000.00
Sewer Rents	155,097.35	156,571.88
Miscellaneous	1,709.91	886.15
Other Credits to Income:		
Unexpended Balance of Appropriation Reserves	6,609.96	2,651.96
 Total Income	 <u>175,417.22</u>	 <u>212,109.99</u>
<u>Expenditures</u>		
Budget Appropriations:		
Operating	142,100.00	172,000.00
Statutory Expenditures	1,900.00	2,000.00
 Total Expenditures	 <u>144,000.00</u>	 <u>174,000.00</u>
Statutory Excess to Fund Balance	31,417.22	38,109.99
Adjustments to Income Before Fund Balance:		
Expenditures included above which are by Statute		
Deferred Charges to Budget of Succeeding Year	-	-
	<u>31,417.22</u>	<u>38,109.99</u>
<u>Fund Balance</u>		
Balance Jan. 1	<u>138,680.90</u>	<u>152,570.91</u>
	170,098.12	190,680.90
Utilization in Budget	<u>12,000.00</u>	<u>52,000.00</u>
Balance Dec. 31	<u>\$ 158,098.12</u>	<u>\$ 138,680.90</u>

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

BOROUGH OF LAUREL SPRINGS
SEWER UTILITY OPERATING FUND
Statement of Revenues - Regulatory Basis
For the Year Ended December 31, 2013

	<u>Budget</u>	<u>Realized</u>	<u>Excess</u>
Fund Balance Anticipated	\$ 12,000.00	\$ 12,000.00	
Rents	132,000.00	155,097.35	\$ 23,097.35
	<u>\$ 144,000.00</u>	<u>\$ 167,097.35</u>	<u>\$ 23,097.35</u>

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

BOROUGH OF LAUREL SPRINGS
SEWER UTILITY OPERATING FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2013

	<u>Appropriations</u>		<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Canceled</u>
	<u>Original Budget</u>	<u>Budget After Modification</u>			
Operating					
Salaries and Wages	\$ 19,000.00	\$ 19,000.00	\$ 17,904.24	\$ 1,095.76	
Other Expenses	123,100.00	123,100.00	121,107.29	1,992.71	
Total Operating	142,100.00	142,100.00	139,011.53	3,088.47	-
Deferred Charges and Statutory Expenditures					
Statutory Expenditures:					
Social Security System (O.A.S.I.)	1,900.00	1,900.00	1,368.35	531.65	
	<u>\$ 144,000.00</u>	<u>\$ 144,000.00</u>	<u>\$ 140,379.88</u>	<u>\$ 3,620.12</u>	<u>\$ -</u>

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

BOROUGH OF LAUREL SPRINGS
GENERAL FIXED ASSETS ACCOUNT GROUP
 Schedule of General Fixed Asset Group of Accounts
 For the Year Ended December 31, 2013

	Balance <u>Dec. 31, 2012</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>Dec. 31, 2013</u>
General Fixed Assets:				
Land	\$ 1,082,900.00			\$ 1,082,900.00
Buildings and Improvements	2,240,297.98			2,240,297.98
Vehicles and Equipment	2,088,275.26	\$ 37,952.75		2,126,228.01
Total General Fixed Assets	<u>\$ 5,411,473.24</u>	<u>\$ 37,952.75</u>	<u>\$ -</u>	<u>\$ 5,449,425.99</u>
Total Investment in General Fixed Assets	<u>\$ 5,411,473.24</u>			<u>\$ 5,449,425.99</u>

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

BOROUGH OF LAUREL SPRINGS
Notes to Financial Statements
For the Year Ended December 31, 2013

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

Description of Financial Reporting Entity - The Borough of Laurel Springs was incorporated in 1913 and is located in southwest New Jersey approximately ten miles southeast of the City of Philadelphia. The population according to the latest census is 1,908.

The Borough has a Mayor-Council form of government where the Mayor is separately elected to a four year term. The six member council is the legislative body of the Borough with the members serving for three years. Executive and administrative responsibility rests with the Mayor, who is assisted by the Borough Clerk.

Component Units - The Borough of Laurel Springs had no component units as defined by Governmental Accounting Standards Board Statement No. 14.

Basis of Accounting, Measurement Focus and Basis of Presentation - The financial statements of the Borough of Laurel Springs contain all funds and account groups in accordance with the "Requirements of Audit" as promulgated by the State of New Jersey, Department of Community Affairs, Division of Local Government Services. The principles and practices established by the Requirements of Audit are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Generally, the financial statements are presented using the flow of current financial resources measurement focus and modified accrual basis of accounting with minor exceptions as mandated by these "Requirements". In addition, the prescribed accounting principles previously referred to differ in certain respects from accounting principles generally accepted in the United States of America applicable to local government units. The more significant differences are explained in this Note.

In accordance with the "Requirements", the Borough of Laurel Springs accounts for its financial transactions through the use of separate funds which are described as follows:

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

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

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

Sewer Utility Operating and Capital Funds - The Sewer Utility Operating and Capital Funds account for the operations and acquisition of capital facilities of the municipally owned Sewer Utility.

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

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

An extension of the statutory dates for introduction, approval and adoption of the municipal budget may be granted by the Director of the Division of Local Government Services, with the permission of the Local Finance Board.

Budgets are adopted on the same basis of accounting utilized for the preparation of the Borough's financial statements.

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

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

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

The cash management plan adopted by the Borough of Laurel Springs requires it to deposit funds in public depositories protected from loss under the provisions of the Act.

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

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

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

General Fixed Assets - Accounting for Governmental Fixed Assets, as required by N.J.A.C. 5:30-5.6, differs in certain respects from accounting principles generally accepted in the United States of America. In accordance with the regulations, all local units, including municipalities, must maintain a general fixed assets reporting system that establishes and maintains a physical inventory of nonexpendable, tangible property as defined and limited by the U.S. Office of Management and Budget Circular A-87 (Attachment B, Section 19), except that the useful life of such property is at least five years. The Borough has adopted a capitalization threshold of \$5,000, the maximum amount allowed by the Circular. Generally, assets are valued at historical cost; however, assets acquired prior to December 31, 1985 are valued at actual historical cost or estimated historical cost. No depreciation of general fixed assets is recorded. Donated general fixed assets are recorded at their estimated fair market value on the acquisition date. Interest costs relative to the acquisition of general fixed assets are recorded as expenditures when paid. Public domain ("infrastructure") general fixed assets consisting of certain improvements such as roads, bridges, curbs and gutters, streets and sidewalks and drainage systems are not capitalized. Expenditures for construction in progress are recorded in the Capital Funds until such time as the construction is completed and put into operation. The Borough is required to maintain a subsidiary ledger detailing fixed assets records to control additions, retirements and transfers of fixed assets. In addition, a Statement of General Fixed Assets, reflecting the activity for the year, must be included in the Borough's basic financial statements.

The regulations require that general fixed assets, whether constructed or acquired through purchase, grant or gift be included in the aforementioned inventory. In addition, property management standards must be maintained that includes accurate records indicating asset description, source, ownership, acquisition cost and date, the percentage of Federal participation (if any), and the location, use, and condition of the asset. Periodically, physical inventories must be taken and reconciled with these records. Lastly, all fixed assets must be adequately controlled to safeguard against loss, damage or theft.

Utility Fixed Assets - Property and equipment purchased by a utility fund are recorded in the utility capital account at cost and are adjusted for disposition and abandonment. The amounts shown do not represent replacement cost or current value. The Reserve for Amortization and Deferred Reserve for Amortization accounts in the utility capital fund represent charges to operations for the cost of acquisition of property and equipment and improvements and contributed capital.

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

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

Liens Sold for Other Governmental Units - Liens sold on behalf of other governmental units are not recorded on the records of the tax collector until such liens are collected. Upon their collection, such liens are recorded as a liability due to the governmental unit net of the costs of the initial sale. The related costs of sale are recognized as revenue when received.

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

Fund Balance - Fund Balances included in the current fund and utility operating fund represent amounts available for anticipation as revenue in future years budgets, with certain restrictions.

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

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

School Taxes - The municipality is responsible for levying, collecting and remitting school taxes for the Borough of Laurel Springs School District. Operations is charged for the full amount required to be raised from taxation to operate the local school district for the period from January 1 to December 31.

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

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

Expenditures - Expenditures are recorded on the "budgetary" basis of accounting. Generally, expenditures are recorded when paid. However, for charges to amounts appropriated for "other expenses", an amount is encumbered through the issuance of a numerically controlled purchase order or when a contract is executed in accordance with N.J.A.C. 5:30-5.2. When encumbered charges are paid, the amount encumbered is simultaneously liquidated in its original amount. Encumbrances are offset by an account entitled reserve for encumbrances. The reserve is classified as a cash liability under New Jersey municipal accounting. At December 31, this reserve represents the portion of appropriation reserves that has been encumbered and is subject to the same statutory provisions as appropriation reserves.

Appropriations for principal payments on outstanding general capital and utility bonds and notes are provided on the cash basis; interest on general capital indebtedness is on the cash basis; whereas interest on utility indebtedness is on the accrual basis.

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

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

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

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

Note 2: **CASH AND CASH EQUIVALENTS**

Custodial Credit Risk Related to Deposits - Custodial credit risk is the risk that, in the event of a bank failure, the Borough's deposits might not be recovered. Although the Borough does not have a formal policy regarding custodial credit risk, N.J.S.A. 17:9-41 et seq. requires that governmental units shall deposit public funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act (GUDPA). Under the Act, the first \$250,000 of governmental deposits in each insured depository is protected by the Federal Deposit Insurance Corporation (FDIC). Public funds owned by the municipality in excess of FDIC insured amounts are protected by GUDPA. However, GUDPA does not protect intermingled trust funds such as salary withholdings, bail funds, or funds that may pass to the municipality relative to the happening of a future condition. Such funds are shown as Uninsured and Uncollateralized. Of the Borough's bank balances of \$1,128,813.40 as of December 31, 2013, \$250,000.00 was insured by the Federal Deposit Insurance Corporation, and \$878,813.40 was collateralized under the Governmental Unit Deposit Protection Act.

Note 3: **PROPERTY TAXES**

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

Comparative Schedule of Tax Rates

	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>
Tax Rate	<u>\$6.984</u>	<u>\$6.724</u>	<u>\$6.649</u>	<u>\$6.464</u>	<u>\$6.146</u>
Apportionment of Tax Rate:					
Municipal	\$2.216	\$2.156	\$2.107	\$2.014	\$1.820
County	1.324	1.348	1.273	1.206	1.173
Local School	3.444	3.220	3.269	3.244	3.153

Assessed Valuation

2013	\$81,497,148.00
2012	81,873,125.00
2011	81,807,076.00
2010	82,388,228.00
2009	82,574,037.00

Note 3: **PROPERTY TAXES (CONT'D)****Comparison of Tax Levies and Collections**

<u>Year</u>	<u>Tax Levy</u>	<u>Collections</u>	<u>Percentage of Collections</u>
2013	\$ 5,694,626.23	\$ 5,503,868.97	96.65%
2012	5,507,737.79	5,372,748.87	97.55%
2011	5,442,630.86	5,330,451.80	97.94%
2010	5,325,806.14	5,206,763.79	97.76%
2009	5,075,263.06	4,953,513.47	97.60%

Delinquent Taxes and Tax Title Liens

<u>Year</u>	<u>Tax Title Liens</u>	<u>Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2013	-	\$ 174,893.19	\$ 174,893.19	3.07%
2012	-	121,590.09	121,590.09	2.20%
2011	-	103,917.02	103,917.02	1.91%
2010	-	102,345.78	102,345.78	1.92%
2009	-	116,710.34	116,710.34	2.30%

Note 4: **PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION**

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

<u>Year</u>	<u>Amount</u>
2013	\$ 551.00
2012	551.00
2011	551.00
2010	551.00
2009	551.00

Note 5: **SEWER UTILITY SERVICE CHARGES**

The following is a five-year comparison of sewer utility service charges (rents) for the current and previous four years.

<u>Year</u>	<u>Balance Beginning of Year Receivable</u>	<u>Liens</u>	<u>Levy</u>	<u>Total</u>	<u>Cash Collections</u>
2013	\$ 10,071.07	-	\$ 155,260.00	\$ 165,331.07	\$ 155,097.35
2012	9,172.91	-	157,470.04	166,642.95	156,571.88
2011	12,229.24	-	125,534.09	137,763.33	128,590.42
2010	11,648.96	-	126,355.81	138,004.77	125,775.53
2009	13,150.01	-	125,160.00	138,310.01	126,661.05

Note 6: **FUND BALANCES APPROPRIATED**

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

<u>Year</u>	<u>Balance Dec. 31</u>	<u>Utilized In Budget of Succeeding Year</u>	<u>Percentage of Fund Balance Used</u>
<u>Current Fund</u>			
2013	\$239,410.71	(1)	-
2012	299,396.19	224,000.00	74.82%
2011	366,123.82	262,000.00	71.56%
2010	308,871.39	236,061.00	76.42%
2009	403,041.42	293,000.00	72.70%
<u>Sewer Utility Operating Fund</u>			
2013	\$ 158,098.12	(1)	-
2012	138,680.90	12,000.00	8.65%
2011	152,570.91	52,000.00	34.08%
2010	179,480.62	44,000.00	24.52%
2009	221,449.85	60,000.00	27.09%

(1) As of the date of this report, the Borough's budget has not been introduced.

Note 7: **INTERFUND RECEIVABLES AND PAYABLES**

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

<u>Fund</u>	<u>Interfunds Receivable</u>	<u>Interfunds Payable</u>
Current Fund	\$ 76,123.01	
Federal & State Grant Fund		\$ 43,261.46
Trust-- Other Funds		33,599.81
Sewer Utility Operating Fund	<u>738.26</u>	<u> </u>
	<u>\$ 76,861.27</u>	<u>\$ 76,861.27</u>

The interfund receivables and payables above predominately resulted from payments made by certain funds on behalf of other funds. During 2013, the Borough expects to liquidate such interfunds, depending upon the availability of cash flow.

Note 8: **PENSION PLANS**

The Borough of Laurel Springs contributes to two cost-sharing multiple-employer defined benefit pension plans, the Public Employees' Retirement System (PERS) and the Police and Firemen's Retirement System (PFRS), which are administered by the New Jersey Division of Pensions and Benefits. In addition, Borough employees participate in the Defined Contribution Retirement Program (DCRP), which is a defined contribution pension plan and is also administered by the New Jersey Division of Pensions and Benefits. Each plan has a Board of Trustees that is primarily responsible for its administration. The Division issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to:

State of New Jersey
Division of Pensions and Benefits
P.O. Box 295
Trenton, New Jersey 08625-0295

Public Employees' Retirement System - The PERS was established in 1955. The PERS provides retirement, death, and disability, and medical benefits to qualified members. Vesting and benefit provisions are established by N.J.S.A. 43:15A and 43:3B.

The contribution requirements of plan members are determined by State statute. In accordance with Chapter 62, P.L. 1994, plan members enrolled in the Public Employees' Retirement System were required to contribute 5% of their annual covered salary. Effective July 1, 2008, however, in accordance with Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007, plan members are required to contribute 5.5% of their annual covered salary. For employees enrolled in the retirement system prior to July 1, 2008, the increase is effective with the payroll period that begins immediately after July 1, 2008. Pursuant to the provisions of Chapter 78, P.L. 2011, the active member contribution rate increased to 6.5% plus an additional 1.0% phased-in over seven years. The phase-in of the additional incremental member contribution amount began July 1, 2012 and increases each subsequent July 1. The State Treasurer has the right under the current law to make temporary reductions in member rates based on the existence of surplus pension assets in the retirement system; however, the statute also requires the return to the normal rate when such surplus pension assets no longer exist.

The Borough is billed annually for its normal contribution plus any accrued liability. These contributions, equal to the required contributions, were as follows:

<u>Year</u>	<u>Normal Contribution</u>	<u>Accrued Liability</u>	<u>Total Liability</u>	<u>Non-Contributory Life Insurance</u>	<u>Paid by Borough</u>
2013	\$ 11,404.00	\$ 27,267.00	\$ 38,671.00	\$ 2,302.00	\$ 40,973.00
2012	12,708.00	25,415.00	38,123.00	2,429.00	40,552.00
2011	14,003.00	22,314.00	36,317.00	2,758.00	39,075.00

Police and Firemen's Retirement System - The PFRS was established in 1944. The PFRS provides retirement, death, and disability, and medical benefits to qualified members. Vesting and benefit provisions are established by N.J.S.A. 43:16A and 43:3B.

The contribution requirements of plan members are determined by State statute. In accordance with Chapter 204, P.L. 1989, plan members enrolled in the Police and Firemen's Retirement System are required to contribute 8.5% of their annual covered salary. Pursuant to the provisions of Chapter 78, P.L. 2011, the active member contribution rate will be increased to 10% in October, 2011. The State Treasurer has the right under the current law to make temporary reductions in member rates based on the existence of surplus pension assets in the retirement system; however, statute also requires the return to the normal rate when such surplus pension assets no longer exist.

Note 8: PENSION PLANS (CONT'D)

The Borough is billed annually for its normal contribution plus any accrued liability. These contributions, equal to the required contributions, were as follows:

<u>Year</u>	<u>Normal Contribution</u>	<u>Accrued Liability</u>	<u>Total Liability</u>	<u>Non-Contributory Life Insurance</u>	<u>Paid by Borough</u>
2013	\$ 41,223.00	\$ 43,212.00	\$ 84,435.00	\$ 3,941.00	\$ 88,376.00
2012	54,893.00	42,164.00	97,057.00	4,332.00	101,389.00
2011	60,320.00	38,286.00	98,606.00	5,550.00	104,156.00

Defined Contribution Retirement Program - The Defined Contribution Retirement Program (DCRP) is a cost-sharing multiple-employer defined contribution pension fund which was established in 2007, under the provisions of Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007 (N.J.S.A. 43:15C-1 et. seq.) and expanded under the provisions of Chapter 89, P.L. 2008 and Chapter 1, P.L. 2010. The DCRP provides eligible members, and their beneficiaries, with a tax-sheltered, defined contribution retirement benefit, along with life insurance and disability coverage. Vesting and benefit provisions are established by N.J.S.A. 43:15C-1 et. seq.

The contribution requirements of plan members are determined by State statute. In accordance with Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007, plan members are required to contribute 5.5% of their annual covered salary. In addition to the employee contributions, the Borough's contribution amounts for each pay period are transmitted to Prudential Financial not later than the fifth business day after the date on which the employee is paid for that pay period.

No Borough employees participated in the Defined Contribution Retirement Program (DCRP).

Related Party Investments - The Division of Pensions and Benefits does not invest in securities issued by the Borough.

Note 9: COMPENSATED ABSENCES

Full-time employees are entitled to six paid sick leave days each year. Unused sick leave may be accumulated and carried forward to subsequent years by Police officers only, for sick time use, but not for compensation upon termination or retirement. The Borough does buy back unused sick leave at year end from other full-time employees. The maximum amount of vacation time that may be carried forward at year end is one week. The police contract stipulates that vacation time must be used prior to the police officers' employment anniversary in the subsequent year, while all other full-time employees' vacation time must be used prior to March 31 of the subsequent year.

The Borough does not record accrued expenses related to compensated absences.

Note 10: **CAPITAL DEBT****Summary of Debt**

	<u>Year 2013</u>	<u>Year 2012</u>	<u>Year 2011</u>
<u>Issued</u>			
General:			
Bonds and Notes	\$ 2,617,550.00	\$ 2,700,840.00	\$ 2,781,540.00
<u>Authorized but not Issued</u>			
General:			
Bonds and Notes	-	-	85,500.00
Total Issued and Authorized but Not Issued	2,617,550.00	2,700,840.00	2,867,040.00
Deductions:			
Funds Temporarily Held To Pay Notes	19,634.78	39,049.78	48,335.38
Net Debt	<u>\$ 2,597,915.22</u>	<u>\$ 2,661,790.22</u>	<u>\$ 2,818,704.62</u>

Summary of Statutory Debt Condition - Annual Debt Statement

The summarized statement of debt condition which follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicated a statutory net debt of 2.019%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local School District	\$ 2,302,000.00	\$ 2,302,000.00	
General	2,617,550.00	19,634.78	\$ 2,597,915.22
	<u>\$ 4,919,550.00</u>	<u>\$ 2,321,634.78</u>	<u>\$ 2,597,915.22</u>

Net Debt \$2,597,915.22 divided by the Equalized Valuation Basis per N.J.S.A.40A:2-2 as amended, \$128,644,068.67 equals 2.019%

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

3 1/2% of Equalized Valuation Basis (Municipal)	\$ 4,502,542.40
Net Debt	<u>2,597,915.22</u>
Remaining Borrowing Power	<u>\$ 1,904,627.18</u>

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

Note 10: **CAPITAL DEBT (CONT'D)**

Schedule of Annual Debt Service for Principal and Interest for Bonded Debt Issued and Outstanding

<u>Year</u>	<u>Principal</u>	<u>General Interest</u>	<u>Total</u>
2014	\$ 200,000.00	\$ 82,179.88	\$ 282,179.88
2015	205,000.00	74,929.88	279,929.88
2016	240,000.00	67,529.89	307,529.89
2017	255,000.00	58,154.88	313,154.88
2018	258,350.00	48,254.88	306,604.88
2019-23	760,000.00	129,200.00	889,200.00
2024	160,000.00	6,800.00	166,800.00
	<u>\$ 2,078,350.00</u>	<u>\$ 467,049.41</u>	<u>\$ 2,545,399.41</u>

Note 11: **DEFERRED CHARGES TO BE RAISED IN SUCCEEDING BUDGETS**

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2013, the following deferred charges are shown on the statement of assets, liabilities, reserves and fund balance of the following fund:

	<u>Balance Dec. 31, 2013</u>	<u>2014 Budget Appropriation</u>
Current Fund:		
Special Emergency Authorizations	\$ 25,000.00	\$ 5,000.00

The appropriations in the 2014 Budget as adopted are not less than that required by the statutes.

Note 12: **JOINT INSURANCE POOL**

The Borough of Laurel Springs is a member of the Camden County Municipal Joint Insurance Fund. The Fund provides its members with the following coverage:

- Workers' Compensation and Employer's Liability
- Liability other than Motor Vehicles
- Property Damage other than Motor Vehicles
- Motor Vehicles

Contributions to the Fund, including a reserve for contingencies, are payable in two installments and are based on actuarial assumptions determined by the Fund's actuary. The Commissioner of Insurance may order additional assessments to supplement the Fund's claim, loss retention or administrative accounts to assure the payment of the Fund's obligations.

Contributions to the Fund, are payable in an annual premium and is based on actuarial assumptions determined by the Fund's actuary. The Borough's agreement with the pool provides that the pool will be self-sustaining through member premiums and will reinsure through the Municipal Excess Liability Joint Insurance Fund for claims in excess of \$500,000 based on the line of coverage for each insured event.

Note 12: **JOINT INSURANCE POOL (CONT'D)**

The Fund publishes its own financial report for the year ended December 31, 2013, which can be obtained from:

Camden County Municipal Joint Insurance Fund
9 Campus Drive, Suite 16
Parsippany, New Jersey 07054

Note 13: **NEW JERSEY UNEMPLOYMENT COMPENSATION INSURANCE**

The Borough has elected to fund its New Jersey Unemployment Compensation Insurance under the "Benefit Reimbursement Method". Under this plan, the Borough is required to reimburse the New Jersey Unemployment Trust Fund for benefits paid to its former employees and charged to its account with the State. The Borough is billed quarterly for amounts due to the State. The following is a summary of Borough contributions, reimbursements to the State for benefits paid and the ending balance of the Borough's trust fund for the current and previous two years:

<u>Year</u>	<u>Borough Contributions</u>	<u>Amount Reimbursed</u>	<u>Ending Balance</u>
2013	\$ 7,000.00	\$ 13,988.18	\$ 671.71
2012	None	18,546.89	6,750.88
2011	None	254.12	24,306.09

Note 14: **LITIGATION**

The Borough is a defendant in several legal proceedings that are in various stages of litigation. It is believed that the outcome, or exposure to the Borough, from such litigation is either unknown or potential losses, if any, would not be material to the financial statements.

SUPPLEMENTAL EXHIBITS

SUPPLEMENTAL EXHIBITS

CURRENT FUND

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Current Cash - Treasurer
For The Year Ended December 31, 2013

	<u>Regular</u>	<u>Federal and State Grant Fund</u>
Balance Dec. 31, 2012	\$ 402,158.02	\$ -
Increased by Receipts:		
Taxes Receivable	\$ 5,554,221.05	
Interest and Costs on Taxes	24,371.53	
Prepaid Taxes	10,157.62	
Tax Overpayments	2,551.63	
Miscellaneous Revenue Not Anticipated	31,911.32	
Revenue Accounts Receivable	107,308.75	
Energy Receipts Tax (P.L. 1997, Chapters 162 & 167)	265,356.53	
Consolidated Municipal Property Tax Relief Aid	52,853.00	
Interlocal Service Agreement - Municipal Court	29,273.26	
Due to Camden County MUA	13,579.70	
Reserve for Payment of Bonds & Notes	20,000.00	
Reserve for Sale of Municipal Assets	120.00	
Petty Cash	400.00	
Due State of New Jersey--Senior Citizens' and Veterans' Deductions	19,686.27	
Due State of New Jersey:		
Marriage License Fees	250.00	
State Training Fees	626.00	
Due from/to Trust - Other Fund	21,853.11	
Due from General Capital Fund	30.00	
Due from Sewer Utility - Operating Fund	57.69	
Reserve for Federal and State Grants		\$ 70,709.83
Federal and State Grants Receivable		98,810.37
	6,154,607.46	169,520.20
	6,556,765.48	169,520.20
Decreased by Disbursements:		
2013 Appropriations	2,176,162.91	
2012 Appropriation Reserves	11,273.64	
Due State of New Jersey:		
State Training Fees	605.00	
Marriage License Fees	225.00	
County Taxes	1,077,671.75	
Due to County--Added and Omitted Taxes	497.24	
Local District School Taxes	2,807,334.00	
Tax Overpayments	2,301.63	
Due to Camden County MUA	13,579.70	
Due from/to Trust - Other Fund (Payroll)	32,861.35	
Reserve for Tax Map Revisions	11,200.00	
Reserve for Federal and State Grants	70,709.83	
Federal and State Grants - Appropriated		169,520.20
	6,204,422.05	169,520.20
Balance Dec. 31, 2013	\$ 352,343.43	\$ -

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Schedule of Change Funds
For The Year Ended December 31, 2013

	<u>Office</u>	Balance <u>Dec. 31, 2013</u>
Tax Collector--Treasurer		\$ 50.00
Municipal Court		50.00
Police Department		<u>200.00</u>
		<u>\$ 300.00</u>

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Taxes Receivable and Analysis of Property Tax Levy
For The Year Ended December 31, 2013

<u>Year</u>	<u>Balance</u> <u>Dec. 31, 2012</u>	<u>2013 Levy</u>	<u>Added</u> <u>Taxes</u>	<u>2012</u>	<u>Collections</u> <u>2013</u>	<u>Overpayments</u> <u>Applied</u>	<u>Due to</u> <u>State of</u> <u>New Jersey</u>	<u>Canceled</u>	<u>Balance</u> <u>Dec. 31, 2013</u>
2009	\$ 2,562.09				\$ 2,542.61				\$ 19.48
2010	2,728.83		\$ 500.00		500.00				2,728.83
2011	919.35				919.35				
2012	115,379.82		250.00		115,629.82				
	121,590.09	\$ -	750.00	\$ -	119,591.78	\$ -	\$ -	\$ -	2,748.31
2013	-	5,694,626.23		12,562.66	5,434,629.27	28,177.04	28,500.00	18,612.38	172,144.88
	<u>\$ 121,590.09</u>	<u>\$ 5,694,626.23</u>	<u>\$ 750.00</u>	<u>\$ 12,562.66</u>	<u>\$ 5,554,221.05</u>	<u>\$ 28,177.04</u>	<u>\$ 28,500.00</u>	<u>\$ 18,612.38</u>	<u>\$ 174,893.19</u>

Analysis of 2013 Tax LevyTax Yield

General Purpose Tax	\$ 5,691,760.81
Added Taxes (54:4-63.1 et seq.)	<u>2,865.42</u>

\$ 5,694,626.23

Tax Levy

Local District School Tax	\$ 2,807,334.00
County Taxes:	
County Tax	\$ 989,666.53
County Library Tax	61,981.80
County Open Space Tax	26,023.42
Due County for Added Taxes (54:4-63.1 et seq.)	<u>543.84</u>
Total County Taxes	1,078,215.59
Local Tax for Municipal Purposes	1,806,290.00
Add: Additional Tax Levied	<u>2,786.64</u>
Local Tax for Municipal Purposes Levied	<u>1,809,076.64</u>

\$ 5,694,626.23

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Revenue Accounts Receivable
For the Year Ended December 31, 2013

	<u>Balance</u> <u>Dec. 31, 2012</u>	<u>Accrued</u> <u>in 2013</u>	<u>Collected by</u> <u>Treasurer</u>	<u>Balance</u> <u>Dec. 31, 2013</u>	
Clerk:					
Licenses:					
Alcoholic Beverages		\$ 5,000.00	\$ 5,000.00		
Other		3,814.50	3,814.50		
Construction Code Official:					
Fees and Permits		11,789.00	11,789.00		
Municipal Court:					
Fines and Costs	\$ 5,873.20	84,302.17	83,831.25	\$ 6,344.12	Dec. 2013
Uniform Fire Safety Act		2,874.00	2,874.00		
	<u>\$ 5,873.20</u>	<u>\$ 107,779.67</u>	<u>\$ 107,308.75</u>	<u>\$ 6,344.12</u>	

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Deferred Charges
N.J.S. 40A:4-55 Special Emergency - Tax Map Program
For the Year Ended December 31, 2013

Date <u>Authorized</u>	Purpose	Net Amount <u>Authorized</u>	1/5 of Net Amount <u>Authorized</u>	Added <u>in 2013</u>	Balance <u>Dec. 31, 2013</u>
Dec. 9, 2013	Preparation of Tax Map	\$ 25,000.00	\$ 5,000.00	\$25,000.00	\$25,000.00

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of 2012 Appropriation Reserves
For the Year Ended December 31, 2013

	<u>Reserved</u>	<u>Balances After Modification</u>	<u>Disbursed</u>	<u>Balance Lapsed</u>
<u>OPERATIONS - WITHIN "CAPS"</u>				
<u>General Government</u>				
Mayor and Council				
Other Expenses	\$ 674.20	\$ 674.20		\$ 674.20
Municipal Clerk				
Salaries and Wages	169.02	169.02		169.02
Other Expenses	1,146.21	1,146.21	\$ 135.82	1,010.39
Financial Administration				
Salaries and Wages	181.26	181.26		181.26
Other Expenses	782.48	2,782.48	2,200.00	582.48
Collection of Taxes				
Salaries and Wages	42.05	42.05		42.05
Other Expenses	105.54	105.54		105.54
Assessment of Taxes				
Salaries and Wages	342.67	342.67		342.67
Other Expenses	65.90	65.90		65.90
Legal Services				
Other Expenses	200.00	200.00		200.00
Engineering Services				
Other Expenses	1,000.00	1,000.00		1,000.00
Economic Development				
Other Expenses	500.00	500.00		500.00
Planning Board				
Salaries and Wages	21.81	21.81		21.81
Other Expenses	250.19	250.19		250.19
Municipal Court				
Salaries and Wages	388.07	388.07		388.07
Other Expenses	560.61	560.61	29.00	531.61
Public Defender				
Other Expenses	200.00	200.00		200.00
<u>Code Enforcement and Administration</u>				
Code Enforcement Office				
Salaries and Wages	91.84	91.84		91.84
Property Maintenance Officer				
Salaries and Wages	0.12	0.12		0.12
<u>Insurance</u>				
Liability Insurance	3,496.22	2,496.22		2,496.22
Workers Compensation Insurance	1,089.03	1,089.03		1,089.03
Group Insurance Plan for Employees	2,948.08	1,748.08		1,748.08
Disability Insurance	182.00	1,182.00	1,107.80	74.20
Health Benefits Waiver	483.92	483.92		483.92

(Continued)

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of 2012 Appropriation Reserves
For the Year Ended December 31, 2013

	<u>Reserved</u>	<u>Balances After Modification</u>	<u>Disbursed</u>	<u>Balance Lapsed</u>
<u>OPERATIONS - WITHIN "CAPS" (CONT'D)</u>				
<u>Public Safety Functions</u>				
Police				
Salaries and Wages	\$ 15,207.31	\$ 12,407.31		\$ 12,407.31
Other Expenses	1,360.44	3,360.44		3,360.44
Office of Emergency Management				
Salaries and Wages	50.02	50.02		50.02
Other Expenses	131.21	131.21		131.21
Aid to Volunteer Fire Company	49.96	49.96		49.96
Uniform Fire Safety Act				
Salaries and Wages	100.00	100.00		100.00
Other Expenses	20.00	20.00		20.00
Fire Hydrant Service	65.90	65.90		65.90
Streets and Roads Maintenance				
Salaries and Wages	439.56	439.56		439.56
Other Expenses	2,624.33	2,624.33		2,624.33
Shade Tree Program				
Other Expenses	550.00	550.00		550.00
Garbage and Trash Removal				
Salaries and Wages	86.12	86.12		86.12
Other Expenses	9.01	9.01		9.01
Building and Grounds				
Salaries and Wages	516.75	516.75		516.75
Other Expenses	3,364.96	3,364.96		3,364.96
Vehicle Maintenance				
Other Expenses	2,269.52	2,269.52	\$ 76.32	2,193.20
<u>Health and Human Services</u>				
Public Health Service (Board of Health)				
Salaries and Wages	20.18	20.18		20.18
Other Expenses	658.85	658.85		658.85
Animal Control Service				
Other Expenses	408.27	408.27		408.27
<u>Recreation Functions</u>				
Recreation Services and Programs				
Salaries and Wages	407.27	407.27		407.27
Other Expenses	33.23	33.23		33.23
Celebrations of Public Events				
Other Expenses	1.22	1.22		1.22
Utility Expenses and Bulk Purchases	8,531.47	8,531.47	2,941.36	5,590.11
Landfill/Solid Waste Disposal Costs	13,025.86	13,025.86	3,144.10	9,881.76
Accumulated Leave Compensation	4,575.04	4,575.04		4,575.04

(Continued)

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of 2012 Appropriation Reserves
For the Year Ended December 31, 2013

	<u>Reserved</u>	<u>Balances After Modification</u>	<u>Disbursed</u>	<u>Balance Lapsed</u>
<u>OPERATIONS - WITHIN "CAPS" (CONT'D)</u>				
Construction Code Official				
Salaries and Wages	\$ 8.34	\$ 8.34		\$ 8.34
Other Expenses	219.03	219.03		219.03
Plumbing Inspections				
Salaries and Wages	100.00	100.00		100.00
Inspections of Buildings				
Salaries and Wages	59.74	59.74		59.74
Electrical Inspections				
Salaries and Wages	80.00	80.00		80.00
Fire Inspections				
Salaries and Wages	20.00	20.00		20.00
	<hr/>	<hr/>		<hr/>
Total Operations within "CAPS"	69,914.81	69,914.81	\$ 9,634.40	60,280.41
<hr/>				
Deferred Charges and Statutory Expenditures				
<u>-- Municipal Within "CAPS"</u>				
Statutory Expenditures:				
Contribution to:				
Social Security System (O.A.S.I.)	4,523.17	4,523.17	1,426.99	3,096.18
	<hr/>	<hr/>	<hr/>	<hr/>
Total General Appropriations for Municipal Purposes within "CAPS"	74,437.98	74,437.98	11,061.39	63,376.59
<hr/>				
<u>OPERATIONS - EXCLUDED FROM "CAPS"</u>				
Landfill Recycling Fees	505.46	505.46	212.25	293.21
<u>Interlocal Municipal Service Agreements</u>				
Municipal Court				
Salaries and Wages	261.01	261.01		261.01
Other Expenses	500.00	500.00		500.00
Garbage and Trash Removal				
Other Expenses	59.74	59.74		59.74
	<hr/>	<hr/>		<hr/>
Total Other Operations - Excluded from "CAPS"	1,326.21	1,326.21	212.25	1,113.96
	<hr/>	<hr/>	<hr/>	<hr/>
Total General Appropriations	\$ 75,764.19	\$ 75,764.19	\$ 11,273.64	\$ 64,490.55

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Due to State of New Jersey Senior Citizens' and
Veterans' Deductions Ch. 73, P.L. 1976
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 12,036.53
Increased by:		
Deductions Disallowed by Tax Collector - 2012 Taxes	\$ 750.00	
Collections	<u>19,686.27</u>	
		<u>20,436.27</u>
		32,472.80
Decreased by:		
Accrued in 2013:		
Senior Citizens' Deductions per Billings	6,250.00	
Veterans' Deductions per Billings	<u>23,000.00</u>	
	29,250.00	
Deductions Allowed by Tax Collector - 2013 Taxes	<u>1,000.00</u>	
	30,250.00	
Deductions Disallowed by Tax Collector - 2013 Taxes	<u>1,750.00</u>	
Subtotal - 2013 Taxes		<u>28,500.00</u>
Balance Dec. 31, 2013		<u><u>\$ 3,972.80</u></u>

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Due to State of New Jersey - State Training Fees
For the Year Ended December 31, 2013

Balance Dec. 31, 2012	\$ 103.00
Increased By:	
Receipts	<u>626.00</u>
	729.00
Decreased by:	
Disbursements	<u>605.00</u>
Balance Dec. 31, 2013	<u><u>\$ 124.00</u></u>

Exhibit SA-9

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Due to State of New Jersey - Marriage License Fees
For the Year Ended December 31, 2013

Balance Dec. 31, 2012	\$ 75.00
Marriage Licenses Fees Collected - 2013	<u>250.00</u>
	325.00
Decreased by:	
Disbursements	<u>225.00</u>
Balance Dec. 31, 2013	<u><u>\$ 100.00</u></u>

Exhibit SA-10

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Prepaid Taxes
For the Year Ended December 31, 2013

Balance Dec. 31, 2012 (2013 Taxes)	\$ 12,562.66
Increased by:	
Collections--2014 Taxes	<u>10,157.62</u>
	22,720.28
Decreased by:	
Application to 2013 Taxes Receivable	<u>12,562.66</u>
Balance Dec. 31, 2013 (2014 Taxes)	<u><u>\$ 10,157.62</u></u>

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
 Statement of County Taxes
 For the Year Ended December 31, 2013

2013 Tax Levy:	
County Tax	\$ 989,666.53
County Library Tax	61,981.80
County Open SpaceTax	<u>26,023.42</u>
	1,077,671.75
Decreased by:	
Disbursements	<u>\$ 1,077,671.75</u>

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
 Statement of Due County for Added Taxes
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012 (Added Taxes 2012)	\$ 497.24
Increased by County Share of 2013 Levy:	
2013 Added Taxes (R.S.54:4-63.1 and seq.)	<u>543.84</u>
	1,041.08
Decreased by:	
Disbursements	<u>497.24</u>
Balance Dec. 31, 2013 (Added Taxes 2013)	<u>\$ 543.84</u>

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Local District School Tax Payable
For the Year Ended December 31, 2013

2013 Tax Levy:		
School Tax		\$ 2,807,334.00
Decreased by:		
Disbursements		<u>\$ 2,807,334.00</u>

Exhibit SA-14

BOROUGH OF LAUREL SPRINGS
CURRENT FUND
Statement of Tax Overpayments
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 250.00
Increased by:		
Transfer from Fund Balance	\$ 27,927.04	
Receipts	<u>2,551.63</u>	
		<u>30,478.67</u>
		30,728.67
Decreased by:		
Disbursements	2,301.63	
Applied to Taxes	<u>28,177.04</u>	
		<u>30,478.67</u>
Balance Dec. 31, 2013		<u><u>\$ 250.00</u></u>

BOROUGH OF LAUREL SPRINGS
FEDERAL AND STATE GRANT FUND
Statement of Federal, State and Other Grants Receivable
For The Year Ended December 31, 2013

<u>Program</u>	<u>Balance Dec. 31, 2012</u>	<u>Accrued</u>	<u>Receipts</u>	<u>Canceled</u>	<u>Balance Dec. 31, 2013</u>
Federal:					
Community Development Block Grant	\$ 45,942.80	\$ -	\$ 45,942.80	\$ -	\$ -
State:					
Body Armor Replacement Grant		1,299.16	1,299.16		
Clean Communities Program		4,000.00	4,000.00		
N.J. Transportation Trust Fund Authority	7,045.97				7,045.97
Municipal Stormwater Regulation Grant	5,117.00				5,117.00
Recycling Tonnage Grant		2,576.79	2,576.79		
Energy Efficiency Block Grant	380.92			380.92	
Alcohol Education and Rehabilitation Grant		369.42	369.42		
Green Communities Grant		3,000.00			3,000.00
Sustainable Jersey Grant		2,000.00	2,000.00		
Safe and Secure Communities Program	12,500.00	25,000.00	12,500.00		25,000.00
Total State Grants:	25,043.89	38,245.37	22,745.37	380.92	40,162.97
Other Grants:					
Camden County Recreation Enhancement Grant	29,230.00				29,230.00
Camden County Poetry Grant		1,000.00	1,000.00		
Camden County Open Space Preservation- Improvements to Walt Whitman Farmhouse	6,885.00				6,885.00
Jack H. Hagen Recreation Complex	22,710.00				22,710.00
Cord Mansion	30,000.00		10,863.64		19,136.36
Crystal Springs Park	18,500.00		18,258.56		241.44
Roof Repair to the Whitman Stafford House	1,612.66				1,612.66
Total Other Grants:	108,937.66	1,000.00	30,122.20	-	79,815.46
Total All Grants	\$ 179,924.35	\$ 39,245.37	\$ 98,810.37	\$ 380.92	\$ 119,978.43

BOROUGH OF LAUREL SPRINGS
FEDERAL AND STATE GRANT FUND
Statement of Reserve for Federal, State and Other Grants - Unappropriated
For the Year Ended December 31, 2013

<u>Program</u>	<u>Federal and State Grants Receivable</u>	<u>Realized as Miscellaneous Revenue in 2013 Budget</u>
State Grants:		
Alcohol Education and Rehabilitation Grant	\$ 369.42	\$ 369.42
Clean Communities Program	4,000.00	4,000.00
Body Armor Replacement Grant	1,299.16	1,299.16
N.J. Green Communities Grant	3,000.00	3,000.00
Sustainable Jersey Grant	2,000.00	2,000.00
Safe and Secure Communities Program	25,000.00	25,000.00
Recycling Tonnage Grant	2,576.79	2,576.79
	<hr/>	<hr/>
Total State Grants	38,245.37	38,245.37
Other Grants:		
Camden County Poetry Grant	1,000.00	1,000.00
	<hr/>	<hr/>
Total Other Grants	1,000.00	1,000.00
	<hr/>	<hr/>
Total All Grants	\$ 39,245.37	\$ 39,245.37
	<hr/> <hr/>	<hr/> <hr/>

BOROUGH OF LAUREL SPRINGS
FEDERAL AND STATE GRANT FUND
Statement of Reserve for Federal, State and Other Grants - Appropriated
For the Year Ended December 31, 2013

	Balance Dec. 31, 2012	Transferred from 2013 Budget Appropriation	Disbursed	Canceled	Balance Dec. 31, 2013
Federal Grants:					
Community Development Block Grant	\$ 43,090.42	\$ -	\$ 43,090.42	\$ -	\$ -
State Grants:					
Drunk Driving Enforcement Grant	569.28		569.28		
Clean Communities Grant	10,449.17	4,000.00	2,957.93		11,491.24
N.J. Transportation Trust Fund Authority	7,045.97				7,045.97
N.J. Green Communities Grant		3,000.00	2,687.77		312.23
Sustainable Jersey Grant		2,000.00	1,000.00		1,000.00
Safe and Secure Communities Program	19,575.05	56,212.00	56,211.52		19,575.53
Recycling Tonnage Grant	5,683.05	2,576.79	831.54		7,428.30
Body Armor Replacement Grant	1,462.27	1,299.16			2,761.43
Municipal Storm Water Regulation Grant Program	9,678.24				9,678.24
Energy Efficiency Block Grant	380.92			380.92	
Alcohol Education and Rehabilitation Grant	89.85	369.42	50.00		409.27
Total State Grants	54,933.80	69,457.37	64,308.04	380.92	59,702.21
Other Grants:					
Camden County Recycling Rebate	245.18				245.18
Camden County Poetry Grant		2,000.00	1,875.00		125.00
Camden County Recreation Facilities Enhancement Grant- Improvements to Jack H. Hagen Recreation Complex	27,236.00		17,386.58		9,849.42
Camden County Open Space Preservation Trust: Improvements to Walt Whitman Farmhouse	3,935.72		795.00		3,140.72
Improvements to Crystal Springs Park	13,026.66		13,026.66		
Improvements to Cord Mansion	30,000.00		29,038.50		961.50
Comcast Corporation - Technology Grant	2,692.94				2,692.94
Total Other Grants	77,136.50	2,000.00	62,121.74	-	17,014.76
Total All Grants	\$ 175,160.72	\$ 71,457.37	\$ 169,520.20	\$ 380.92	\$ 76,716.97

SUPPLEMENTAL EXHIBITS

TRUST FUND

BOROUGH OF LAUREL SPRINGS
TRUST FUNDS
Statement of Trust Cash - Treasurer
For the Year Ended December 31, 2013

	<u>Animal Control</u>	<u>Other</u>
Balance Dec. 31, 2012	\$ 2,147.28	\$ 84,305.28
Increased by Receipts:		
Animal Control Fees	\$ 6,315.40	
State Registration Fees	381.60	
Due from/to Current Fund		\$ 32,861.55
Due from/to Sewer Utility Operating Fund		738.26
Payroll Deductions Payable		370,404.91
Reserve for Recreation Commission		38,737.59
Statement of Reserve for Outside Employment of Off-Duty Municipal Police Officers		27,930.00
Unemployment Compensation Insurance		7,909.01
Reserve for Centennial		2,804.65
Reserve for P.O.A.A.		2.00
Reserve for Planning Board Escrow		2,400.00
Reserve for Disposal of Forfeited Property		99.00
Reserve for Public Defender		1,568.00
	6,697.00	485,454.97
	8,844.28	569,760.25
Decreased by Disbursements:		
Expenditures Under R.S.4:19-15.11	7,209.12	
State Registration Fees	418.60	
Due to Current Fund		21,853.11
Disbursed to Trust - Tax Collector Account		5.35
Payroll Deductions Payable		366,400.46
Statement of Reserve for Outside Employment of Off-Duty Municipal Police Officers		18,752.50
Reserve for Unemployment Compensation Insurance		13,988.18
Reserve for Centennial		3,752.30
Reserve for Street Opening Deposits		637.50
Reserve for Recreation Commission		28,237.85
Reserve for Planning Board Escrow		2,245.00
Reserve for Disposal of Forfeited Property		1,000.00
Reserve for Public Defender		1,868.00
	7,627.72	458,740.25
Balance Dec. 31, 2013	\$ 1,216.56	\$ 111,020.00

BOROUGH OF LAUREL SPRINGS
TRUST - OTHER FUND
Statement of Trust Cash - Collector
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 72,394.85
Increased by:		
Receipts for Tax Title Lien Redemptions	84,799.66	
Received from Trust - Other Fund	5.35	
		84,805.01
Decreased by:		
Disbursements for Tax Title Lien Redemptions		157,199.86
		98,299.66
Balance Dec. 31, 2013		\$ 58,900.20
 <u>Analysis of Balance December 31, 2013</u>		
Tax Title Lien Premiums		\$ 58,900.00
Due to Current Fund		0.20
		\$ 58,900.20

BOROUGH OF LAUREL SPRINGS
TRUST - ANIMAL CONTROL FUND
 Statement of Reserve for Animal Control Fund Expenditures
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$	2,110.28
Increased by:			
Dog License Fees Collected	\$	3,323.40	
Cat License Fees Collected		480.00	
Late Fees		1,012.00	
Budget Appropriation		1,500.00	
			6,315.40
			8,425.68
Decreased by:			
Expenditures Under R.S.4:19-15.1			7,209.12
Balance Dec. 31, 2013		\$	1,216.56

License Fees Collected

<u>Year</u>	<u>Amount</u>
2012	\$ 3,331.80
2011	3,484.80
	\$ 6,816.60

BOROUGH OF LAUREL SPRINGS
TRUST - ANIMAL CONTROL FUND
 Statement of Due to State of New Jersey - Dog License Registration Fees
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$	37.00
Increased by:			
Dog License Registration Fees Collected			381.60
			418.60
Decreased by:			
Disbursed to State Treasurer		\$	418.60

BOROUGH OF LAUREL SPRINGS
TRUST - OTHER FUND
Statement of Due to Current Fund
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 21,853.11
Increased by:		
Prepaid Payroll	\$ 32,861.35	
Tax Title Lien Redeemed for Erroneous Amount	<u>0.20</u>	
		<u>32,861.55</u>
		54,714.66
Decreased by:		
Interfund Returned		<u>21,853.11</u>
Balance Dec. 31, 2013		<u><u>\$ 32,861.55</u></u>

BOROUGH OF LAUREL SPRINGS
TRUST - OTHER FUND
Statement of Payroll Deductions Payable
For the Year Ended December 31, 2013

Balance Dec. 31, 2012	\$	5,736.58
Increased by:		
Payroll Deductions		370,404.91
		376,141.49
Decreased by:		
Payments		366,400.46
Balance Dec. 31, 2013	\$	9,741.03

An analysis of the Payroll Deductions Payable balance is on file in the Treasurer's office.

BOROUGH OF LAUREL SPRINGS
TRUST - OTHER FUND
Statement of Reserve for Disposal of Forfeited Property
For the Year Ended December 31, 2013

Balance Dec. 31, 2012	\$	4,407.57
Increased by:		
Receipts		99.00
		4,506.57
Decreased by:		
Disbursements		1,000.00
Balance Dec. 31, 2013	\$	3,506.57

BOROUGH OF LAUREL SPRINGS
TRUST - OTHER FUND
Statement of Reserve for New Jersey Unemployment Compensation Insurance
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$	6,750.88
Increased by:			
Receipts:			
Budget Appropriation	\$ 7,000.00		
Employee Withholdings	<u>909.01</u>		
			<u>7,909.01</u>
			14,659.89
Decreased by:			
Claims Paid			<u>13,988.18</u>
Balance Dec. 31, 2013		\$	<u><u>671.71</u></u>

Exhibit SB-9

BOROUGH OF LAUREL SPRINGS
TRUST - OTHER FUND
Statement of Reserve for Planning Board Escrow Deposits
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$	2,867.54
Increased by:			
Escrow Receipts			<u>2,400.00</u>
			5,267.54
Decreased by:			
Disbursements--Professional Fees and Refunds			<u>2,245.00</u>
Balance Dec. 31, 2013		\$	<u><u>3,022.54</u></u>

BOROUGH OF LAUREL SPRINGS
TRUST - OTHER FUND
Statement of Reserve for Recreation Commission (N.J.S.A. 40:12-1)
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$	21,531.63
Increased by:			
Receipts:			
Deposits	\$ 36,882.99		
Transfer from Reserve for Centennial	<u>1,854.60</u>		
			<u>38,737.59</u>
			60,269.22
Decreased by:			
Operating Expenses and Disbursements			<u>28,237.85</u>
Balance Dec. 31, 2013		\$	<u><u>32,031.37</u></u>

Exhibit SB-11

BOROUGH OF LAUREL SPRINGS
TRUST - OTHER FUND
Statement of Reserve for Outside Employment of
Off Duty Municipal Police Officers
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$	15,055.00
Increased by:			
Receipts			<u>27,930.00</u>
			42,985.00
Decreased by:			
Disbursements			<u>18,752.50</u>
Balance Dec. 31, 2013		\$	<u><u>24,232.50</u></u>

BOROUGH OF LAUREL SPRINGS
TRUST - OTHER FUND
Statement of Reserve for Public Defender
For the Year Ended December 31, 2013

Balance Dec. 31, 2012	\$ 4,427.67
Increased by:	
Receipts	1,568.00
	5,995.67
Decreased by:	
Disbursements	1,868.00
Balance Dec. 31, 2013	\$ 4,127.67
 <u>Analysis of Balance December 31, 2013</u>	
Reserve for Public Defender	\$ 2,335.00
Due to Criminal Disposition and Review Collection Fund	1,792.67
	\$ 4,127.67

Exhibit SB-13

BOROUGH OF LAUREL SPRINGS
TRUST - OTHER FUND
Statement of Reserve for Centennial
For the Year Ended December 31, 2013

Balance Dec. 31, 2012	\$ 947.65
Increased by:	
Receipts	2,804.65
	3,752.30
Decreased by:	
Disbursements:	
Expenses	\$ 1,897.70
Transfer to Reserve for Recreation Commission	1,854.60
	\$ 3,752.30

BOROUGH OF LAUREL SPRINGS
TRUST - OTHER FUND
Statement of Reserve for P.O.A.A.
For the Year Ended December 31, 2013

Balance Dec. 31, 2012	\$ 85.00
Increased by:	
Deposits	<u>2.00</u>
Balance Dec. 31, 2013	<u><u>\$ 87.00</u></u>

SUPPLEMENTAL EXHIBITS

GENERAL CAPITAL FUND

BOROUGH OF LAUREL SPRINGS
GENERAL CAPITAL FUND
Statement of Capital Cash--Treasurer
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 324,882.27
Increased by Receipts:		
Bond Anticipation Note Proceeds	\$ 229,900.00	
Reserve to Pay Debt	585.00	
Budget Appropriation - Capital Improvement Fund	10,000.00	
		240,485.00
		565,367.27
Decreased by Disbursements:		
Improvement Authorizations	127,008.62	
Reserve to Pay Debt- Anticipated as Revenue in Current Fund	20,000.00	
Due to Current Fund	30.00	
Contracts Payable	5,640.00	
		152,678.62
Balance Dec. 31, 2013		\$ 412,688.65

BOROUGH OF LAUREL SPRINGS
GENERAL CAPITAL FUND
 Analysis of General Capital Cash
 For The Year Ended December 31, 2013

	<u>Receipts</u>			<u>Disbursements</u>			<u>Balance Dec. 31, 2013</u>
	<u>Balance Dec. 31, 2012</u>	<u>Bond Anticipation Note</u>	<u>Miscellaneous</u>	<u>Improvement Authorizations</u>	<u>Miscellaneous</u>	<u>Transfers From To</u>	
Capital Improvement Fund	\$ 6,415.00		\$ 10,000.00			\$ 12,100.00	\$ 4,315.00
Contracts Payable	33,123.51				\$ 5,640.00		27,483.51
New Jersey Transportation Trust Fund Receivable	(47,500.00)					200,000.00	(247,500.00)
Federal - SAFETEA-LU Grant Receivable	(30,372.24)						(30,372.24)
Reserve to Pay Bonds and Notes	39,049.78		585.00		20,000.00		19,634.78
Due to Current Fund	30.00				30.00		
Improvement Authorizations:							
Ordinance							
<u>Number</u>							
703-2008	Phase I of Streetscape Improvements in and for the Borough	7,052.72					7,052.72
720-2009	Construction of New Fire House	115,025.18		\$ 7,697.53			107,327.65
733-2010	Acquisition Construction, Repair and Installation of Various Capital Improvements	17,041.32		17,041.32			-
734-2010	Construction and Reconstruction of Various Streets and Roads	20,015.10		12,553.10			7,462.00
739-2011	Construction and Reconstruction of Various Streets and Roads	98,610.85		250.00			98,360.85
742-2011	Purchase of Trash Containers	5,776.00		3,006.00			2,770.00
747-2012	Paving, Repaving, Construction and Reconstruction Streets and Roads	60,615.05		2,811.95			57,803.10
754-2013	Construction and Reconstruction of Various Streets and Roads		\$ 73,150.00	28,727.13		\$ 203,850.00	248,272.87
755-2013	Improvements to Recreation Center and Cord Mansion		33,250.00	11,874.47		1,750.00	23,125.53
756-2013	Acquisition and Installation of Office Equipment		123,500.00	43,047.12		6,500.00	86,952.88
		<u>\$ 324,882.27</u>	<u>\$ 229,900.00</u>	<u>\$ 10,585.00</u>	<u>\$ 127,008.62</u>	<u>\$ 25,670.00</u>	<u>\$ 212,100.00</u>
				<u>\$ 212,100.00</u>			<u>\$ 412,688.65</u>

BOROUGH OF LAUREL SPRINGS
GENERAL CAPITAL FUND
Statement of Deferred Charges to Future Taxation - Funded
For The Year Ended December 31, 2013

Balance Dec. 31, 2012	\$ 2,348,350.00
Decreased by:	
2013 Budget Appropriation to Pay Bonds	<u>270,000.00</u>
Balance Dec. 31, 2013	<u><u>\$ 2,078,350.00</u></u>

BOROUGH OF LAUREL SPRINGS
GENERAL CAPITAL FUND
Statement of Deferred Charges to Future Taxation - Unfunded
For The Year Ended December 31, 2013

Ordinance Number	Improvement Description	Ordinance Date	Balance Dec. 31, 2012	2013 Authorizations	Paid by Budget Appropriation	Balance Dec. 31, 2013	Analysis of Balance December 31, 2013	
							Bond Anticipation Note	Unexpended Improvement Authorizations
General Improvements:								
733-2010	Acquisition Construction, Repair and Installation of Various Capital Improvements	11/22/10	\$ 31,000.00		\$ 16,000.00	\$ 15,000.00	\$ 15,000.00	
734-2010	Construction and Reconstruction of Various Streets and Roads	11/22/10	52,640.00		18,000.00	34,640.00	34,640.00	
739-2011	Construction and Reconstruction of Various Streets and Roads	8/8/2011	84,550.00		9,190.00	75,360.00	75,360.00	
742-2011	Purchase of Trash Containers	12/26/2011	85,500.00			85,500.00	85,500.00	
747-2012	Paving, Repaving, Construction and Reconstruction Streets and Roads	9/10/2012	98,800.00			98,800.00	98,800.00	
754-2013	Construction and Reconstruction of Various Streets and Roads	6/10/2013		\$ 73,150.00		73,150.00	73,150.00	
755-2013	Improvements to Recreation Center and Cord Mansion	6/10/2013		33,250.00		33,250.00	33,250.00	
756-2013	Acquisition and Installation of Office Equipment	6/10/2013		123,500.00		123,500.00	123,500.00	
			<u>\$ 352,490.00</u>	<u>\$ 229,900.00</u>	<u>\$ 43,190.00</u>	<u>\$ 539,200.00</u>	<u>\$ 539,200.00</u>	<u>\$ -</u>

BOROUGH OF LAUREL SPRINGS
GENERAL CAPITAL FUND
Statement of New Jersey Transportation Trust Fund Receivable
For The Year Ended December 31, 2013

Balance December 31, 2012	\$ 47,500.00
Increased by:	
New Jersey Transportation Trust Funds Awarded	<u>200,000.00</u>
Balance December 31, 2013	<u><u>\$ 247,500.00</u></u>

BOROUGH OF LAUREL SPRINGS
GENERAL CAPITAL FUND
Statement of Capital Improvement Fund
For The Year Ended December 31, 2013

Balance Dec. 31, 2012	\$ 6,415.00
Increased by:	
Budget Appropriation	<u>10,000.00</u>
	16,415.00
Decreased by:	
Appropriated to Finance Improvement Authorizations	<u>12,100.00</u>
Balance Dec. 31, 2013	<u><u>\$ 4,315.00</u></u>

BOROUGH OF LAUREL SPRINGS
 GENERAL CAPITAL FUND
 Statement of Improvement Authorizations
 For The Year Ended December 31, 2013

Ordinance Number	Improvement Description	Date	Ordinance Amount		Balance Dec. 31, 2012		Capital Improvement Fund	2013 Authorization		Department of Transportation Grant	Improvement Authorization Canceled	Paid or Charged	Balance Dec. 31, 2013	
					Funded	Unfunded		Deferred Charges to Future Taxation Unfunded					Funded	Unfunded
General Improvements:														
703-2008	Phase I of Streetscape Improvements in and for the Borough	7/1/2008	\$ 560,000.00		\$ 7,002.72	\$ 50.00							\$ 7,002.72	\$ 50.00
720-2009	Construction of New Fire House	10/19/09	740,000.00		115,025.18							\$ 7,697.53	107,327.65	
733-2010	Acquisition, Construction, Repair and Installation of Various Capital Improvements	11/22/10	48,500.00			17,041.32						17,041.32		
734-2010	Construction and Reconstruction of Various Streets and Roads	11/22/10	272,500.00			20,015.10						12,553.10		7,462.00
739-2011	Construction and Reconstruction of Various Streets and Roads	8/8/2011	231,000.00		14,060.85	84,550.00						250.00	13,810.85	84,550.00
742-2011	Purchase of Trash Containers	12/26/2011	90,000.00			5,776.00						3,006.00		2,770.00
747-2012	Paving, Repaving, Construction and Reconstruction of Streets and Roads	9/10/2012	294,000.00			60,615.05						2,811.95		57,803.10
754-2013	Construction and Reconstruction of Various Streets and Roads	6/10/2013	277,000.00				\$ 3,850.00	\$ 73,150.00	\$ 200,000.00			28,727.13	175,122.87	73,150.00
755-2013	Improvements to Recreation Center and Cord Mansion	6/10/2013	35,000.00				1,750.00	33,250.00				11,874.47		23,125.53
756-2013	Acquisition and Installation of Office Equipment	6/10/2013	130,000.00				6,500.00	123,500.00				43,047.12		86,952.88
					<u>\$ 136,088.75</u>	<u>\$ 188,047.47</u>	<u>\$ 12,100.00</u>	<u>\$ 229,900.00</u>	<u>\$ 200,000.00</u>	<u>\$ -</u>	<u>\$ 127,008.62</u>	<u>\$ 303,264.09</u>	<u>\$ 335,863.51</u>	
Disbursed												<u>\$ 127,008.62</u>		

BOROUGH OF LAUREL SPRINGS
GENERAL CAPITAL FUND
 Statement of Contracts Payable
 For The Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 33,123.51
Decreased by:		
Disbursements		5,640.00
Balance Dec. 31, 2013		\$ 27,483.51
<u>Analysis of Balance - Dec. 31, 2013</u>	<u>Ordinance</u>	
Bogey's Trucking and Paving Inc.	747-2012	\$ 27,483.51

BOROUGH OF LAUREL SPRINGS
GENERAL CAPITAL FUND
 Statement of Bond Anticipation Notes
 For The Year Ended December 31, 2013

Ordinance Number	Improvement Description	Date of Issue of Original Note	Date of Issue	Date of Maturity	Interest Rate	Balance Dec. 31, 2012	Increased	Decreased	Balance Dec. 31, 2013
733-2010	Acquisition Construction, Repair and Installation of Various Capital Improvements	12/22/2010 12/22/2010	11/21/2012 11/21/2013	11/21/2013 11/21/2014	2.25% 2.25%	\$ 31,000.00	\$ 15,000.00	\$ 31,000.00	\$ 15,000.00
734-2010	Construction and Reconstruction of Various Streets and Roads	12/22/2010 12/22/2010	11/21/2012 11/21/2013	11/21/2013 11/21/2014	2.25% 2.25%	52,640.00	34,640.00	52,640.00	34,640.00
739-2011	Construction and Reconstruction of Various Streets and Roads	11/21/2011 11/21/2011	11/21/2012 11/21/2013	11/21/2013 11/21/2014	2.25% 2.25%	84,550.00	75,360.00	84,550.00	75,360.00
742-2011	Purchase of Trash Containers	11/21/2012 11/21/2012	11/21/2012 11/21/2013	11/21/2013 11/21/2014	2.25% 2.25%	85,500.00	85,500.00	85,500.00	85,500.00
747-2012	Paving, Repaving, Construction and Reconstruction of Streets and Roads	11/21/2012 11/21/2012	11/21/2012 11/21/2013	11/21/2013 11/21/2014	2.25% 2.25%	98,800.00	98,800.00	98,800.00	98,800.00
754-2013	Construction and Reconstruction of Various Streets and Roads	11/21/2013	11/21/2013	11/21/2014	2.25%		73,150.00		73,150.00
755-2013	Improvements to Municipal Building, Recreation Center and Cord Mansion	11/21/2013	11/21/2013	11/21/2014	2.25%		33,250.00		33,250.00
756-2013	Acquisition and Installation of Various Capital Equipment	11/21/2013	11/21/2013	11/21/2014	2.25%		123,500.00		123,500.00
						<u>\$ 352,490.00</u>	<u>\$ 539,200.00</u>	<u>\$ 352,490.00</u>	<u>\$ 539,200.00</u>
Paid by Budget Appropriation								\$ 43,190.00	
Renewal							\$ 309,300.00	309,300.00	
Issued for Cash							<u>229,900.00</u>		
						<u>\$ 539,200.00</u>	<u>\$ 352,490.00</u>		

BOROUGH OF LAUREL SPRINGS
GENERAL CAPITAL FUND
Statement of General Serial Bonds
For The Year Ended December 31, 2013

<u>Purpose</u>	<u>Date of Issue</u>	<u>Original Issue</u>	<u>Maturities of Bonds Outstanding December 31, 2013</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2012</u>	<u>Bonds Issued</u>	<u>Paid by Budget</u>	<u>Balance Dec. 31, 2013</u>
			<u>Date</u>	<u>Amount</u>					
General Improvements of 1999	8-1-99	\$ 925,000.00			5.375%	\$ 75,000.00		\$ 75,000.00	\$ -
General Improvements of 2006	12-7-06	1,133,350.00	12-15-14	100,000.00	4.250%				
			12-15-15	100,000.00	4.250%				
			12-15-16	130,000.00	4.250%				
			12-15-17	130,000.00	4.250%				
			12-15-18	128,350.00	4.250%	688,350.00	100,000.00	588,350.00	
General Improvements of 2009	12-10-09	1,840,000.00	12-1-14	100,000.00	3.000%				
			12-1-15	105,000.00	3.000%				
			12-1-16	110,000.00	3.500%				
			12-1-17	125,000.00	3.500%				
			12-1-18	130,000.00	4.000%				
			12-1-19	140,000.00	4.000%				
			12-1-20	150,000.00	4.000%				
			12-1-21	150,000.00	4.000%				
			12-1-22	160,000.00	4.000%				
			12-1-23	160,000.00	4.250%				
			12-1-24	160,000.00	4.250%	1,585,000.00	95,000.00	1,490,000.00	
						<u>\$ 2,348,350.00</u>	<u>\$ -</u>	<u>\$ 270,000.00</u>	<u>\$ 2,078,350.00</u>

BOROUGH OF LAUREL SPRINGS
GENERAL CAPITAL FUND
Statement of Bonds and Notes Authorized but not Issued
For The Year Ended December 31, 2013

<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Ordinance Date</u>	<u>Balance Dec. 31, 2012</u>	<u>2013 Authorizations</u>	<u>Bond Anticipation Note Issued</u>
General Improvements:					
754-2013	Construction and Reconstruction of Various Streets and Roads	11/21/2013		\$ 73,150.00	\$ 73,150.00
755-2013	Improvements to Municipal Building Recreation Center and Cord Mansion	11/21/2013		33,250.00	33,250.00
756-2013	Acquisition and Installation of Various Capital Equipment	11/21/2013		123,500.00	123,500.00
			<u>\$ -</u>	<u>\$ 229,900.00</u>	<u>\$ 229,900.00</u>

SUPPLEMENTAL EXHIBITS

SEWER UTILITY FUND

BOROUGH OF LAUREL SPRINGS
SEWER UTILITY FUND
Statement of Sewer Utility Cash
For the Year Ended December 31, 2013

	<u>Operating</u>	<u>Capital</u>
Balance December 31, 2012	\$ 145,500.50	\$ 1,000.00
Increased by Receipts:		
Sewer Rents	\$ 154,945.40	
Prepaid Rents	209.05	
Miscellaneous Revenue	<u>1,709.91</u>	
	<u>156,864.36</u>	
	302,364.86	1,000.00
Decreased by Disbursements:		
2013 Appropriations	140,379.88	
Due from/to Trust - Other Fund (Payroll)	738.26	
Due from/to Current Fund	<u>57.69</u>	
	<u>141,175.83</u>	
Balance December 31, 2013	<u><u>\$ 161,189.03</u></u>	<u><u>\$ 1,000.00</u></u>

BOROUGH OF LAUREL SPRINGS
SEWER UTILITY CAPITAL FUND
Analysis of Sewer Capital Cash
For the Year Ended December 31, 2013

Balance
Dec. 31,
2012 & 2013

Ordinance Number

General Improvements:

705-2008 Various Improvements to and for the
Borough's Sewer Utility

\$ 1,000.00

BOROUGH OF LAUREL SPRINGS
SEWER UTILITY OPERATING FUND
Statement of Sewer Consumer Accounts Receivable
For the Year Ended December 31, 2013

Balance December 31, 2012		\$ 10,071.07
Increased by:		
Sewer Rents Levied		155,260.00
		165,331.07
Decreased by:		
Payments Received	\$ 154,945.40	
Prepaid Rents Applied	151.95	
	155,097.35	
Canceled	54.63	
		155,151.98
Balance December 31, 2013		\$ 10,179.09

BOROUGH OF LAUREL SPRINGS

PART II

SCHEDULE OF FINDINGS AND RECOMMENDATIONS

FOR THE YEAR ENDED DECEMBER 31, 2013

BOROUGH OF LAUREL SPRINGS
Schedule of Findings and Recommendations
For the Year Ended December 31, 2013

Schedule of Financial Statement Findings

This section identifies the significant deficiencies, material weaknesses, and instances of noncompliance related to the financial statements that are required to be reported in accordance with Government Auditing Standards and with audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

Finding No. 2013-1

Criteria or Specific Requirement

New Jersey Rules of Court – Rule 7:14.4 states that payments and reports for fines and costs must be filed with agencies by the 15th day following the month of collection.

Condition

There were several instances where payments for fines and costs collected by the municipal court were not filed with agencies by the 15th day following the month of collection.

Context

Our examination of court disbursements disclosed that on six occasions, fines and costs collected were not remitted to other agencies by the 15th day of the following month.

Effect

The Borough did not comply with New Jersey Rules of Court – Rule 7:14.4.

Cause

Unknown

Recommendation

That fines and costs collected by the municipal court be filed with agencies by the 15th day following the month of collection as required by New Jersey Rules of Court – Rule 7:14.4.

View of Responsible Officials and Planned Corrective Action

The responsible officials agree with the finding and will address the matter as part of their corrective action plan.

BOROUGH OF LAUREL SPRINGS
Summary Schedule of Prior Year Audit Findings
And Recommendations as Prepared by Management

This section identifies the status of prior year findings related to the financial statements that are required to be reported in accordance with Government Auditing Standards.

FINANCIAL STATEMENT FINDINGS

N/A- None

BOROUGH OF LAUREL SPRINGS
Officials in Office and Surety Bonds

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

<u>Name</u>	<u>Title</u>	<u>Amount of Surety Bond</u>
Thomas Barbera	Mayor	(A)
James Redstreak	Councilman	(A)
Richard J. McCunney, II	Councilman	(A)
Kendra Mochel	Councilwoman	(A)
Eugene S. Letts	Councilman	(A)
Casey Lieb	Councilman	(A)
Susan DiGregorio	Councilwoman	(A)
Dawn Amadio	Municipal Clerk, Municipal Improvement Search and Deputy Treasurer	(A)
Dean Ciminera	Chief Financial Officer	(A)
Janice M. Gattone	Tax Collector, Tax Search Officer and Secretary to the Construction Code Official	(A)
George J. Botcheos, Esq.	Solicitor	(A)

(A) These officials were covered by the Camden County Joint Insurance Fund for \$50,000.00. Amounts in excess of \$50,000.00 are covered under the Municipal Excess Liability Joint Insurance Fund to \$950,000.00 less the amount of individual bond coverage where applicable.

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APPRECIATION

I express my appreciation for the assistance and courtesies rendered by the Borough officials during the course of the audit.

Respectfully submitted,

BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants



Kirk N. Applegate
Certified Public Accountant
Registered Municipal Accountant

