

**BOROUGH OF OAKLYN  
COUNTY OF CAMDEN  
REPORT OF AUDIT  
FOR THE YEAR 2013**



*75 YEARS OF SERVICE*

— 1939-2014 —

**BOROUGH OF OAKLYN****TABLE OF CONTENTS**

<b><u>Exhibit No.</u></b>		<b><u>Page No.</u></b>
<b><u>PART I</u></b>		
	Independent Auditor's Report	2
	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	5
<b><u>CURRENT FUND</u></b>		
A	Statement of Assets, Liabilities, Reserves and Fund Balances - Regulatory Basis	7
A-1	Statement of Operations and Changes in Fund Balance - Regulatory Basis	9
A-2	Statement of Revenues - Regulatory Basis	11
A-3	Statement of Expenditures - Regulatory Basis	15
<b><u>TRUST FUNDS</u></b>		
B	Statement of Assets, Liabilities, and Reserves - Regulatory Basis	22
<b><u>GENERAL CAPITAL FUND</u></b>		
C	Statement of Assets, Liabilities, Reserves and Fund Balances - Regulatory Basis	23
<b><u>PUBLIC ASSISTANCE FUND</u></b>		
E	Statement of Assets, Liabilities, and Reserves - Regulatory Basis	24
	Notes to Financial Statements	25

**BOROUGH OF OAKLYN****TABLE OF CONTENTS****Exhibit No.****Page No.****SUPPLEMENTAL EXHIBITS****CURRENT FUND**

SA-1	Statement of Current Cash per N.J.S.40A:5-5 - Collector/Treasurer	40
SA-2	Statement of Change Funds	42
SA-3	Statement of Petty Cash Funds	42
SA-4	Statement of Taxes Receivable and Analysis of Property Tax Levy	43
SA-5	Statement of Tax Title Liens	44
SA-6	Statement of Sewer Service Fees Receivable	45
SA-7	Statement of Deferred Charges - Special Emergency Authorizations (40A:4-53)	46
SA-8	Statement of Revenue Accounts Receivable	47
SA-9	Statement of 2012 Appropriation Reserves	48
SA-10	Statement of Due to State of New Jersey for Senior Citizens' and Veterans' Deductions	50
SA-11	Statement of Prepaid Taxes	51
SA-12	Statement of Tax Overpayments	51
SA-13	Statement of Payroll Deductions Payable	52
SA-14	Statement of Reserve for Medical Reimbursements	52
SA-15	Statement of Due to State of New Jersey - Marriage License Fees	53
SA-16	Statement of Due to State of New Jersey - D.C.A. Training Fees	53
SA-17	Statement of Due County for Added and Omitted Taxes	54
SA-18	Statement of Local District School Taxes	54
SA-19	Statement of Federal and State Grants Receivable	55
SA-20	Statement of Unappropriated Reserves for Federal and State Grants	56
SA-21	Statement of Reserve for Federal and State Grants - Appropriated	57

**TRUST FUNDS**

SB-1	Statement of Trust Cash and Reconciliation per N.J.S.40A:5-5 - Treasurer	59
SB-2	Trust-Animal Control Fund - Statement of Reserve for Animal Control Expenditures	60
SB-3	Trust-Animal Control Fund - Statement of Due State of New Jersey - Dog License Registration Fees	60
SB-4	Trust-Animal Control Fund - Statement of Due to Current Fund	61
SB-5	Trust-Other Fund - Statement of Due to / from Current Fund	61
SB-6	Trust-Other Fund - Statement of Reserve for New Jersey Unemployment Compensation and Disability Insurance	62
SB-7	Trust-Other Fund - Statement of Reserve for Planning Escrow Deposits	62
SB-8	Trust-Other Fund - Statement of Reserve for Street Opening Deposits	63
SB-9	Trust-Other Fund - Statement of Reserve for Deposits for Redemption of Tax Sale Certificates	63
SB-10	Trust-Other Fund - Statement of Reserve for Parking Offense Adjudication Act Fees	63
SB-11	Trust-Other Fund - Reserve for Public Defender Fees	64
SB-12	Trust-Other Fund - Reserve for Police Donations	64
SB-13	Trust-Other Fund - Reserve for Special Law Enforcement Trust Fund	65
SB-14	Trust-Other Fund - Reserve for Recycling	65
SB-15	Trust-Other Fund - Reserve for Tax Sale Premiums	65

**BOROUGH OF OAKLYN****TABLE OF CONTENTS**

<b><u>Exhibit No.</u></b>		<b><u>Page No.</u></b>
<b><u>GENERAL CAPITAL FUND</u></b>		
SC-1	Statement of General Capital Cash and Reconciliation	68
SC-2	Statement of Analysis of General Capital Cash	69
SC-3	Statement of Deferred Charges to Future Taxation - Funded	71
SC-4	Statement of Deferred Charges to Future Taxation - Unfunded	72
SC-5	Statement of Due to Current Fund	73
SC-6	Statement of Improvement Authorizations	74
SC-7	Statement of Contracts Payable	76
SC-8	Statement of Bond Anticipation Notes	77
SC-9	Statement of General Serial Bonds	78
SC-10	Statement of New Jersey Environmental Infrastructure Loans Payable	79
SC-11	Statement of Bonds and Notes Authorized but not Issued	80
<b><u>PUBLIC ASSISTANCE FUND</u></b>		
SE-1	Statement of Public Assistance Cash and Reconciliation per N.J.S. 40A:5-5 - Treasurer	82
<b><u>PART II</u></b>		
	Schedule of Findings and Recommendations	84
	Summary Schedule of Prior Year Audit Findings and Recommendations as Prepared by Management	86
	OFFICIALS IN OFFICE AND SURETY BONDS	87
	APPRECIATION	88

**BOROUGH OF OAKLYN**

**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 Oaklyn  
Oaklyn, New Jersey 08107

### ***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 Oaklyn, 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 and statement of expenditures - regulatory basis 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 Oaklyn, 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.

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

The financial statements referred to above do not include the general fixed assets account group, as required by N.J.A.C. 5:30-5.6, because a record of general fixed assets was not maintained by the Borough. The amount that should be recorded in the general fixed assets account group is not known.

***Qualified Opinion on Regulatory Basis of Accounting***

In our opinion, except for the effect of the matter described in the “Basis for Qualified Opinion on Regulatory Basis of Accounting” paragraph, 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 Oaklyn, 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 and expenditures - regulatory basis of the various funds 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 May 16, 2014 on our consideration of the Borough of Oaklyn's, 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 Oaklyn's internal control over financial reporting.

Respectfully submitted,



BOWMAN & COMPANY LLP  
Certified Public Accountants  
& Consultants



Kirk N. Applegate  
Certified Public Accountant  
Registered Municipal Accountant

Voorhees, New Jersey  
May 16, 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 Oaklyn  
Oaklyn, New Jersey 08107

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 Oaklyn, 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 May 16, 2014. That report indicated that the Borough of Oaklyn's 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 and qualified because the Borough's financial statements do not include a Schedule of General Fixed Asset Group of Accounts.

***Internal Control Over Financial Reporting***

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

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

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Borough of Oaklyn's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed two instances of noncompliance or other matters that are required to be reported under Government Auditing Standards or audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and which are described in the accompanying Schedule of Findings and Recommendations as findings 2013-1 and 2013-2.

### **The Borough of Oaklyn's Response to Findings**

The Borough of Oaklyn's response to the findings 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  
Certified Public Accountants  
& Consultants



Kirk N. Applegate  
Certified Public Accountant  
Registered Municipal Accountant

Voorhees, New Jersey  
May 16, 2014

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Assets, Liabilities, Reserves and Fund Balances - 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	\$ 1,182,787.91	\$ 906,565.52
Cash -- Change Fund	SA-2	150.00	150.00
		<u>1,182,937.91</u>	<u>906,715.52</u>
Receivables and Other Assets with Full Reserves:			
Delinquent Property Taxes Receivable	SA-4	171,522.60	288,490.35
Tax Title Liens Receivable	SA-5	36,664.67	24,779.37
Sewer Service Fees Receivable	SA-6	15,714.78	20,275.73
Property Acquired for Taxes--Assessed Valuation	A	159,127.00	159,127.00
Revenue Accounts Receivable	SA-8	11,935.10	13,501.61
Due from Borough of Mt. Ephraim	A-2&SA-1	28,579.62	27,848.48
Due from Federal and State Grant Fund	A	11,398.13	
Due from Trust - Animal Control Fund	SB-4	0.19	0.53
Due from Trust - Other Fund	SB-5		87.88
Due from General Capital Fund	SC-5	45.72	96.02
Due from Public Assistance Fund	E	0.22	0.55
		<u>434,988.03</u>	<u>534,207.52</u>
Deferred Charges:			
Reserve for Revaluation	SA-7	113,184.00	141,480.00
		<u>1,731,109.94</u>	<u>1,582,403.04</u>
Federal and State Grant Fund:			
Cash	SA-1		11,411.28
State Grants Receivable	SA-19	55,041.37	35,789.28
		<u>55,041.37</u>	<u>47,200.56</u>
		<u>\$ 1,786,151.31</u>	<u>\$ 1,629,603.60</u>

(Continued)

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Assets, Liabilities, Reserves and Fund Balances - 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-9	\$ 153,565.01	\$ 100,331.84
Reserve for Encumbrances Payable	A-3	20,408.01	16,243.15
Reserve for Preparation of Master Plan	A	1,435.67	1,435.67
Reserve for Revaluation			15,422.00
Prepaid Licenses	SA-1&SA-8	1,775.00	1,575.00
Prepaid Sewer Service Fees	SA-1&SA-6	1,105.58	1,797.45
Due to State of New Jersey--			
Senior Citizens' and Veterans' Exemptions	SA-10	6,213.86	6,488.91
Prepaid Taxes	SA-11	47,576.38	30,371.59
Tax Overpayments	SA-12	904.25	12,368.51
Payroll Deductions Payable	SA-13	5,568.69	5,542.47
Reserve for Medical Reimbursements	SA-14	1,384.82	784.63
Due to State of New Jersey - Marriage Licenses	SA-15	100.00	150.00
Due to State of New Jersey D.C.A. Fees	SA-16	678.00	473.00
Due County for Added and Omitted Taxes	SA-17	1,031.89	455.53
Local School Taxes Payable	SA-18	0.12	0.14
Due to Trust - Other Fund	SB-4	3,929.87	
		<u>245,677.15</u>	<u>193,439.89</u>
Reserves for Receivables and Other Assets	A	434,988.03	534,207.52
Fund Balance	A-1	1,050,444.76	854,755.63
		<u>1,731,109.94</u>	<u>1,582,403.04</u>
Federal and State Grant Fund:			
Due to Current Fund	A	11,398.13	
Reserve for Federal and State Grants:			
Unappropriated Reserves	SA-20	3,589.40	3,589.40
Appropriated Reserves	SA-21	35,230.43	40,908.55
Encumbrances Payable	SA-21	4,823.41	2,702.61
		<u>55,041.37</u>	<u>47,200.56</u>
		<u>\$ 1,786,151.31</u>	<u>\$ 1,629,603.60</u>

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

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Operations and Changes in Fund Balance - Regulatory Basis  
 For the Years Ended December 31, 2013 and 2012

	<u>2013</u>	<u>2012</u>
<u>Revenue and Other Income Realized</u>		
Fund Balance Utilized	\$ 420,400.00	\$ 306,565.00
Miscellaneous Revenues Anticipated	1,053,357.28	993,145.30
Receipts from Delinquent Taxes	288,740.35	161,760.38
Receipts from Current Tax Allocations	9,798,108.00	9,397,806.08
Non-Budget Revenue	166,099.76	129,506.59
Other Credits to Income:		
Unexpended Balance of Appropriation Reserves	81,945.71	119,979.91
Liquidation of Reserve for Due from Mt. Ephraim - Court Services		5,455.05
Liquidation of Reserve for Due from Trust - Other Fund	87.88	2,201.07
Liquidation of Reserve for Due from Trust - Animal Control Fund	0.34	
Liquidation of Reserve for General Capital Fund	50.30	219.83
Liquidation of Reserve for Public Assistance Fund	0.33	0.18
Cancellation of Reserve for Revaluation	2.00	
	<hr/>	<hr/>
Total Income	11,808,791.95	11,116,639.39
<u>Expenditures</u>		
Budget Appropriations:		
Operations--Within "CAPS":		
Salaries and Wages	1,796,662.90	1,767,199.24
Other Expenses	1,382,642.94	1,405,558.13
Deferred Charges and Statutory Expenditures		
Municipal--Within "CAPS"	414,449.00	376,622.00
Operations--Excluded from "CAPS":		
Salaries and Wages	84,359.68	82,705.57
Other Expenses	253,867.34	178,755.84
Capital Improvements	51,500.00	45,000.00
Municipal Debt Service	574,627.78	578,114.55
Deferred Charges - Special Emergency	28,296.00	
County Taxes	2,223,721.02	2,221,709.86
County Share of Added and Omitted Taxes	1,031.89	455.53
Local School Taxes	4,368,929.00	4,212,006.00
Due to State of New Jersey--Senior Citizens'		
Deductions Disallowed by Tax Collector	250.00	1,250.00
Cancellation of Grants Receivable		0.15
Refund of Prior Year Revenue	236.00	880.91
Creation of Reserve for:		
Due from Mt. Ephraim - Court Services	731.14	
Due from Trust - Animal Control Fund		0.53
Due from Federal and State Grant Fund	11,398.13	
	<hr/>	<hr/>
Total Expenditures	11,192,702.82	10,870,258.31
Excess in Revenues (Carried Forward)	616,089.13	246,381.08

(Continued)

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Operations and Changes in Fund Balance - Regulatory Basis  
 For the Years Ended December 31, 2013 and 2012

<u>Expenditures (Cont'd)</u>	<u>2013</u>	<u>2012</u>
Excess in Revenues (Brought Forward)	\$ 616,089.13	\$ 246,381.08
Adjustments to Income Before Fund Balance:		
Expenditures included above which are by Statute		
Deferred Charges to Budget of Succeeding Year	-	141,480.00
Statutory Excess to Fund Balance	616,089.13	387,861.08
<u>Fund Balance</u>		
Balance Jan. 1	854,755.63	773,459.55
Decreased by:	1,470,844.76	1,161,320.63
Utilized as Revenue	420,400.00	306,565.00
Balance Dec. 31	<u>\$ 1,050,444.76</u>	<u>\$ 854,755.63</u>

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

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Revenues - Regulatory Basis  
 For the Year Ended December 31, 2013

	Anticipated Budget	Special N.J.S. 40A:4-87	Realized	Excess or (Deficit)
Fund Balance Anticipated	\$ 420,400.00	\$ -	\$ 420,400.00	\$ -
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	12,000.00		12,589.20	589.20
Other	4,000.00		6,294.00	2,294.00
Fees and Permits:				
Other	31,000.00		39,290.68	8,290.68
Fines and Costs:				
Municipal Court	180,000.00		167,688.27	(12,311.73)
Interest and Costs on Taxes	39,073.84		61,098.61	22,024.77
Interest on Investments and Deposits	11,500.00		5,655.21	(5,844.79)
Sewer Service Fees	142,000.00		196,560.95	54,560.95
Energy Receipts Tax Program	317,020.00		317,019.53	(0.47)
Consolidated Municipal Property Tax Relief Act	24,909.00		24,909.00	
Dedicated Uniform Construction Code Fees Offset with Appropriation				
Uniform Construction Code Fees	23,500.00		29,360.00	5,860.00
Interlocal Service Agreement - Borough of Mt. Ephraim				
Municipal Court Services	114,902.16		105,109.79	(9,792.37)
Special Items of General Revenue Anticipated with Prior Written				
Consent of Director of Local Government Services:				
Public and Private Revenues Off-Set with Appropriations:				
Drunk Driving Enforcement Grant		3,003.26	3,003.26	
Safe and Secure Communities Program	30,000.00		30,000.00	
Body Armor Replacement Program		1,869.98	1,869.98	
Recreation Enhancement Grant - Veteran's Park Bike Path		25,000.00	25,000.00	
Municipal Alliance on Drug and Alcohol Abuse	8,895.00		8,895.00	
Clean Communities Act Grant		6,883.06	6,883.06	
Alcohol Education, Rehabilitation and Enforcement Grant		52.77	52.77	

(Continued)

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Revenues - Regulatory Basis  
 For the Year Ended December 31, 2013

	<u>Anticipated Budget</u>	<u>Special N.J.S. 40A:4-87</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
Miscellaneous Revenues (Cont'd):				
Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services (Cont'd):				
Sustainable Jersey Grant		\$ 2,000.00	\$ 2,000.00	
Make it Cick- Seatbelt Grant		4,000.00	4,000.00	
Recycling Tonnage Grant		6,077.97	6,077.97	
	\$ 938,800.00	48,887.04	1,053,357.28	\$ 65,670.24
Receipts from Delinquent Taxes	270,000.00	-	288,740.35	18,740.35
Amount to be Raised by Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes	3,324,200.00	-	3,536,042.09	211,842.09
Budget Totals	4,953,400.00	48,887.04	5,298,539.72	296,252.68
Non-Budget Revenue	-	-	166,099.76	166,099.76
	<u>\$ 4,953,400.00</u>	<u>\$ 48,887.04</u>	<u>\$ 5,464,639.48</u>	<u>\$ 462,352.44</u>

(Continued)

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Revenues - Regulatory Basis  
 For the Year Ended December 31, 2013

<u>Analysis of Realized Revenues</u>	
Allocation of Current Tax Collections:	
Revenue from Collections	\$ 9,798,108.00
Allocated to:	
School and County Taxes	6,677,565.91
Balance for Support of Municipal Budget Appropriations	3,120,542.09
Add: Appropriation "Reserve for Uncollected Taxes"	415,500.00
Amount for Support of Municipal Budget Appropriations	\$ 3,536,042.09
Licenses -- Other	
Clerk	\$ 5,700.00
Health Officer	525.00
Registrar of Vital Statistics	69.00
	\$ 6,294.00
Fees and Permits -- Other	
Clerk	\$ 7,430.00
Chief of Police	6,375.68
Zoning Official	3,035.00
Fire Code Official	2,080.00
Registrar of Vital Statistics	4,085.00
Certificates of Occupancy	4,385.00
Landlord Registration Fees	9,460.00
Resale Inspections	2,440.00
	\$ 39,290.68
Interest on Investments:	
Current Fund	\$ 5,504.27
Due from:	
Trust - Animal Control Fund	0.19
Trust - Other Fund	104.81
General Capital Fund	45.72
Public Assistance Fund	0.22
	\$ 5,655.21
Sewer Service Fees:	
Prepaid Applied	\$ 1,797.45
Cash Received	194,763.50
	\$ 196,560.95

(Continued)

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Revenues - Regulatory Basis  
 For the Year Ended December 31, 2013

Analysis of Non-Budget Revenue

Miscellaneous Revenue Not Anticipated:

Notary Fees	\$ 100.00
Shared Service Agreement - Trash Collection - Collingwoods B.O.E.	29,900.00
Cable TV Franchise Fee	30,541.22
Verizon Franchise Fee	23,711.07
Planning and Zoning Bid App Fees & Book	1,005.00
Police Overtime Reimbursement	1,793.35
Police - Outside Employment Administrative Fees	915.00
Prior Year Insurance Reimbursement	255.00
Prior Year Workers Compensation Payment	18,908.56
Tax Sale Cost of Advertising	3,089.63
FEMA - Hurricane Sandy Reimbursement	12,872.53
Miscellaneous Office Receipts	971.67
% Year End Penalty	4,097.38
State ACH Payments	2,857.70
Cancellation of Outstanding Payroll Checks	372.10
Joint Insurance Fund Dividend	5,351.44
Division of Motor Vehicle Inspection Fines	350.00
Certificates of Redemption	50.00
Duplicate Tax Bill Fees	145.00
Late Fees	450.00
Vacant Property Fee	2,000.00
Property Maintenance Fee	8,390.00
Sewer Penalties & Interest	2,350.83
Refund of Prior Years' Expenses	8,058.27
Tax Searches	40.00
Oaklyn Board of Education Shared Services	6,500.00
Administration Fee - Senior Citizens and Veterans	1,024.01
	\$ 166,099.76

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

**BOROUGH OF OAKLYN**  
 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>					
Administrative and Executive					
Salaries and Wages	\$ 7,382.76	\$ 7,382.76	\$ 7,382.76		
Other Expenses	6,500.00	6,500.00	6,141.69	\$ 358.31	
Financial Administration					
Salaries & Wages	750.00	750.00	750.00		
Other Expenses	25,150.00	25,850.00	25,850.00		
Municipal Clerk					
Salaries and Wages	60,276.34	65,748.12	65,708.89	39.23	
Other Expenses	36,100.00	45,600.00	44,182.14	1,417.86	
Audit Services					
Other Expenses	28,050.00	28,050.00	28,050.00		
Assessment of Taxes					
Salaries and Wages	10,980.00	10,980.12	9,480.12	1,500.00	
Other Expenses	12,200.00	13,900.00	13,876.24	23.76	
Collection of Taxes					
Salaries and Wages	92,458.57	99,758.93	99,758.93		
Other Expenses	7,298.00	7,298.00	7,130.48	167.52	
Legal Services and Costs					
Salaries and Wages	34,029.79	34,029.79	34,029.72	0.07	
Other Expenses	12,000.00	19,500.00	19,042.61	457.39	
Engineering Services and Costs					
Other Expenses	8,000.00	25,000.00	24,378.75	621.25	
Municipal Land Use Law (N.J.S.40:55d-1):					
Planning Board					
Salaries and Wages	3,000.00	3,000.00	2,999.88	0.12	
Other Expenses	1,000.00	1,000.00	887.11	112.89	
Insurance					
General Liability	76,946.65	76,946.65	75,553.46	1,393.19	
Workers' Compensation	87,079.16	87,079.16	87,079.16		
Employee Group Health	435,242.44	414,429.34	380,813.33	33,616.01	
Health Benefit Waiver	28,169.52	28,169.52	28,169.52		

(Continued)

**BOROUGH OF OAKLYN**  
 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 Safety</u>					
Fire					
Salaries and Wages	\$ 500.00	\$ 500.00	\$ 500.00		
Fire Hydrant Service	38,193.60	38,193.60	38,193.60		
Municipal Prosecutor					
Salaries and Wages	6,000.00	6,230.79	6,000.02	\$ 230.77	
Aid to Volunteer Fire Company	30,600.00	30,600.00	30,173.63	426.37	
Police					
Salaries and Wages	1,058,795.30	1,000,649.68	989,385.11	11,264.57	
Other Expenses	73,976.82	78,976.82	76,925.80	2,051.02	
Office of Emergency Management					
Salaries and Wages	2,317.00	2,317.12	2,317.12		
<u>Streets and Roads</u>					
Road Repairs and Maintenance					
Salaries and Wages	415,446.12	429,821.73	427,092.58	2,729.15	
Other Expenses	62,034.61	65,534.61	58,683.66	6,850.95	
Public Buildings and Grounds					
Salaries and Wages	6,700.00	6,700.00	6,675.48	24.52	
Other Expenses	14,700.00	20,700.00	20,541.62	158.38	
Animal Control Services					
Other Expenses	4,000.00	440.00	440.00		
<u>Recreation and Education</u>					
Parks and Playgrounds					
Other Expenses					
Celebration of Public Event, Holiday or Anniversary					
Other Expenses	10,680.00	10,680.00	10,246.95	433.05	
Community Transportation Program					
Other Expenses	4,000.00	4,000.00	2,993.00	1,007.00	

(Continued)

**BOROUGH OF OAKLYN**  
 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>Utility Expenses and Bulk Purchases</u>					
Electricity	\$ 66,926.00	\$ 66,926.00	\$ 59,788.88	\$ 7,137.12	
Street Lighting	44,000.00	44,000.00	43,874.57	125.43	
Telephone	10,050.00	10,300.00	10,257.27	42.73	
Water	1,900.00	2,900.00	2,650.76	249.24	
Gas (Natural)	10,000.00	10,000.00	7,348.84	2,651.16	
Telecommunications Costs	7,000.00	7,250.00	7,126.68	123.32	
Sewerage Disposal	1,000.00	1,000.00	999.00	1.00	
Gasoline	47,430.00	47,430.00	37,494.40	9,935.60	
Landfill/ Solid Waste Disposal Costs					
Other Expenses	131,500.00	119,054.24	101,145.94	17,908.30	
Construction Official					
Salaries and Wages	25,945.35	26,101.73	26,101.61	0.12	
Other Expenses	24,500.00	26,910.00	24,287.23	2,622.77	
Municipal Court					
Salaries and Wages	87,977.16	100,423.07	97,801.20	2,621.87	
Other Expenses	18,425.00	18,425.00	15,412.47	3,012.53	
Public Defender					
Salaries and Wages	2,500.00	2,269.06	1,249.95	1,019.11	
Total Operations -- Within "CAPS"	3,179,710.19	3,179,305.84	3,066,972.16	112,333.68	\$ -
Detail:					
Salaries and Wages	1,815,058.39	1,796,662.90	1,777,233.37	19,429.53	-
Other Expenses	1,364,651.80	1,382,642.94	1,289,738.79	92,904.15	-

(Continued)

**BOROUGH OF OAKLYN**  
 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</u>					
<u>MUNICIPAL -- WITHIN "CAPS"</u>					
Statutory Expenditures:					
Contribution to:					
Public Employees Retirement System	\$ 76,248.00	\$ 76,248.00	\$ 76,248.00		
Police & Fireman's Retirement of N.J.	241,201.00	241,201.00	241,201.00		
New Jersey Unemployment Insurance	2,000.00	2,000.00	1,627.00	\$ 373.00	
Social Security System (O.A.S.I.)	95,000.00	95,000.00	81,610.82	13,389.18	
<hr/>					
Total Deferred Charges and Statutory Expenditures Municipal - Within "CAPS"	414,449.00	414,449.00	400,686.82	13,762.18	\$ -
<hr/>					
Total General Appropriations for Municipal Purposes Within -- "CAPS"	3,594,159.19	3,593,754.84	3,467,658.98	126,095.86	-
<hr/>					
<u>OPERATIONS EXCLUDED FROM "CAPS"</u>					
Library					
Salaries and Wages	38,678.79	39,083.14	37,579.26	1,503.88	
Other Expenses	12,253.00	12,253.00	11,844.09	408.91	
Interlocal Municipal Service Agreements					
Interlocal Service Agreement - Borough of Mt. Ephraim					
Municipal Court Services	114,902.16	114,902.16	104,378.65	10,523.51	
NJDPES Stormwater Permit- N.J.S.A 40A:4-45.3					
Streets and Roads Division					
Other Expenses	1,050.00	1,050.00	1,050.00		
Recycling Tax (P.L. 2007, c.311)	6,500.00	6,500.00	4,912.70	1,587.30	
Employee Group Health	20,073.00	20,073.00	20,073.00		

(Continued)

**BOROUGH OF OAKLYN**  
 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 EXCLUDED FROM "CAPS"</u>					
<u>Public and Private Programs Off-Set by Revenues</u>					
Clean Communities Act (N.J.S.A 40A:4-87, \$6,883.06+)		\$ 6,883.06	\$ 6,883.06		
Drunk Driving Enforcement Grant (N.J.S.A 40A:4-87, \$3,003.26+)		3,003.26	3,003.26		
Recreation Enhancement Grant - Veteran's Park Bike Path (N.J.S.A 40A:4-87, \$25,000.00+)		25,000.00	25,000.00		
Safe and Secure Community Program	\$ 84,359.68	84,359.68	84,359.68		
Municipal Drug Alliance	11,119.00	11,119.00	11,119.00		
Make it Cick- Seatbelt Grant (N.J.S.A 40A:4-87, \$4,000.00+)		4,000.00	4,000.00		
Body Armor Fund (N.J.S.A 40A:4-87, \$1,869.98+)		1,869.98	1,869.98		
Alcohol Education and Rehabilitation Grant (N.J.S.A 40A:4-87, \$52.77+)		52.77	52.77		
Sustainable Jersey Grant (N.J.S.A 40A:4-87, \$2,000.00+)		2,000.00	2,000.00		
Recycling Tonnage Grant (N.J.S.A. 40A:4-87, \$6,077.97+)		6,077.97	6,077.97		
<b>Total Operations -- Excluded from "CAPS"</b>	<b>288,935.63</b>	<b>338,227.02</b>	<b>324,203.42</b>	<b>\$ 14,023.60</b>	<b>\$ -</b>
Detail:					
Salaries and Wages	84,359.68	84,359.68	84,359.68	-	-
Other Expenses	204,575.95	253,867.34	239,843.74	14,023.60	-
<u>CAPITAL IMPROVEMENTS--EXCLUDED FROM "CAPS"</u>					
Purchase of Fire Department Equipment	5,000.00	5,000.00	5,000.00		
Purchase of Police Department Software & Equipment	10,000.00	10,000.00	10,000.00		
Purchase of Public Works Equipment	2,000.00	2,000.00	889.45	1,110.55	
Improvements to Borough Buildings	7,000.00	5,225.00	4,200.00	1,025.00	
Purchase and Installation of Boro Sign	15,000.00	22,620.00	11,310.00	11,310.00	
Purchase of Security Equipment	12,500.00	6,655.00	6,655.00		
	<b>51,500.00</b>	<b>51,500.00</b>	<b>38,054.45</b>	<b>13,445.55</b>	<b>-</b>

(Continued)

**BOROUGH OF OAKLYN**  
 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>MUNICIPAL DEBT SERVICE -- EXCLUDED FROM "CAPS"</u>					
Payment of Bond Principal	\$ 360,000.00	\$ 360,000.00	\$ 360,000.00		
Interest on Bonds	131,565.00	131,565.00	131,562.88		\$ 2.12
Interest on Notes	5,429.18	5,429.18	5,407.69		21.49
N.J. Environmental Infrastructure Trust Loan:					
Principal	59,515.00	59,515.00	59,510.97		4.03
Interest	18,500.00	18,500.00	18,146.24		353.76
Total Municipal Debt Service -- Excluded from "CAPS"	575,009.18	575,009.18	574,627.78	\$ -	381.40
<u>DEFERRED CHARGES- EXCLUDED FROM "CAPS"</u>					
Special Emergency Authorization 5 Years (N.J.S.A. 40A-4-55)	28,296.00	28,296.00	28,296.00		
Total General Appropriations for Municipal Purposes -- Excluded from "CAPS"	943,740.81	993,032.20	965,181.65	27,469.15	381.40
Subtotal General Appropriations	4,537,900.00	4,586,787.04	4,432,840.63	153,565.01	381.40
Reserve for Uncollected Taxes	415,500.00	415,500.00	415,500.00	-	-
Total General Appropriations	\$ 4,953,400.00	\$ 5,002,287.04	\$ 4,848,340.63	\$ 153,565.01	\$ 381.40

(Continued)

**BOROUGH OF OAKLYN**  
 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>	
Adopted Budget		\$ 4,953,400.00			
Clean Communities Act		6,883.06			
Drunk Driving Enforcement Grant		3,003.26			
Recreation Enhancement Grant - Veteran's Park Bike Path		25,000.00			
Make it Click - Seatbelt Grant		4,000.00			
Body Armor Fund		1,869.98			
Alcohol Education and Rehabilitation Grant		52.77			
Sustainable Jersey Grant		2,000.00			
Recycling Tonnage Grant		6,077.97			
		<u>\$ 5,002,287.04</u>			
Reserve for State Grants			\$ 144,365.72		
Reserve for Uncollectible Taxes			415,500.00		
Deferred Charge - Special Emergency			28,296.00		
Encumbrances Payable			20,408.01		
Payroll Deductions Payable			2,348,463.62		
Disbursed			<u>1,891,307.28</u>		
			<u>\$ 4,848,340.63</u>		

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

**BOROUGH OF OAKLYN**  
Trust Funds  
Statement 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 -- Treasurer	SB-1	\$ 43.98	\$ 230.02
Other Funds:			
Cash -- Treasurer	SB-1	455,694.09	169,964.69
Due from Current Fund	SB-4	3,929.87	
		<u>\$ 459,667.94</u>	<u>\$ 170,194.71</u>
 <u>LIABILITIES AND RESERVES</u> 			
Animal Control Fund:			
Reserve for Animal Control Expenditures	SB-2	\$ 43.79	\$ 225.89
Due to State	SB-3		3.60
Due to Current Fund	SB-4	0.19	0.53
		<u>43.98</u>	<u>230.02</u>
Other Funds:			
Due to Developers	SB-1		65.80
Due to Current Fund	SB-5		87.88
Reserve for Centennial	B	250.00	250.00
Reserve for New Jersey Unemployment Compensation and Disability Insurance	SB-6	2,916.83	681.86
Reserve for Planning Escrow Deposits	SB-7	9,415.24	11,880.34
Reserve for Street Opening Deposits	SB-8	1,106.50	1,106.50
Reserve for Deposits for Redemption of Tax Sale Certificates	SB-9	30,506.69	963.78
Reserve for Parking Offense Adjudication Act Fees	SB-10	5,359.03	5,703.90
Reserve for Public Defender Fees	SB-11	3,124.87	4,855.60
Due to Criminal Disposition & Review Collection Fund	SB-11	1,834.88	1,331.45
Reserve for Police Donations	SB-12	541.10	1,710.25
Reserve for Special Law Enforcement	SB-13	10,850.29	5,332.18
Reserve for Recycling	SB-14	33,418.53	50,195.15
Reserve for Tax Sale Premiums	SB-15	360,300.00	85,800.00
		<u>459,623.96</u>	<u>169,964.69</u>
		<u>\$ 459,667.94</u>	<u>\$ 170,194.71</u>

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

**BOROUGH OF OAKLYN**  
 General Capital Fund  
 Statement of Assets, Liabilities, Reserves and Fund Balances - Regulatory Basis  
 As of December 31, 2013 and 2012

<u>ASSETS</u>	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
Cash -- Treasurer	SC-1	\$ 173,872.78	\$ 155,457.59
Due from N.J. Department of Transportation	SC-2	253,043.82	380,844.76
Due from Community Development Block Grant	SC-2	21,800.00	34,384.10
Deferred Charges to Future Taxation			
Funded	SC-3	3,849,249.59	4,268,760.56
Unfunded	SC-4	548,340.00	548,340.00
		<u>\$ 4,846,306.19</u>	<u>\$ 5,387,787.01</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Capital Improvement Fund	C	\$ 125.68	\$ 125.68
Reserve to Pay Future Debt Service	SC-2	188,520.50	188,520.50
Due to Current Fund	SC-5	45.72	96.02
Improvement Authorizations:			
Funded	SC-6	247,461.33	376,207.34
Unfunded	SC-6	55,574.26	56,219.26
Contracts Payable	SC-7	7,471.46	
Bond Anticipation Note	SC-8	497,500.00	497,500.00
General Serial Bonds	SC-9	3,286,000.00	3,646,000.00
N.J. Environmental Infrastructure Loans Payable	SC-10	563,249.59	622,760.56
Fund Balance	C	357.65	357.65
		<u>\$ 4,846,306.19</u>	<u>\$ 5,387,787.01</u>

There were bonds and notes authorized but not issued on December 31, 2013 and 2012 totaling \$50,840.00.

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

**BOROUGH OF OAKLYN**  
Public Assistance Fund  
Statement of Assets, Liabilities and Reserves - Regulatory Basis  
As of December 31, 2013 and 2012

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<u>ASSETS</u>	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
Cash	SE-1	<u>\$ 856.12</u>	<u>\$ 856.45</u>
 <u>LIABILITIES AND RESERVES</u>			
Due to Current Fund	E	\$ 0.22	\$ 0.55
Reserve for Public Assistance	E	<u>855.90</u>	<u>855.90</u>
		<u>\$ 856.12</u>	<u>\$ 856.45</u>

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

**BOROUGH OF OAKLYN**  
**Notes to Financial Statements**  
**For the Year Ended December 31, 2013**

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

**Description of Financial Reporting Entity** - The Borough of Oaklyn was incorporated in 1905 and is located in southwest New Jersey approximately twenty miles southeast of the City of Philadelphia. The population according to the latest census is 4,038.

The Borough has a Mayor-Council form of government known as the Mayor-Council Plan A under the Optional Municipal Charter Law of 1960, popularly known as the Faulkner Act. The Mayor is the chief executive officer and is separately elected by the voters to a four-year term. The six member council is the legislative body of the Borough with the members serving for three years.

**Component Units** - The Borough of Oaklyn 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 Oaklyn 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 Oaklyn 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.

**Public Assistance Fund** - The Public Assistance Fund accounts for receipt and disbursement of funds that provide assistance to certain residents of the Borough pursuant to Title 44 of New Jersey statutes. The governing body resolved to transfer all public assistance activities to the County of Camden effective December 31, 1998.

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

**Budgets and Budgetary Accounting** - The Borough of Oaklyn must adopt an annual budget for its current fund in accordance with N.J.S.A. 40A:4 et seq. N.J.S.A. 40A:4-5 requires the governing body to introduce and approve the annual municipal budget no later than February 10 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 Oaklyn 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.

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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.

The Borough did not comply with N.J.A.C. 5:30-5.6, Accounting for Governmental Fixed Assets.

**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.

**Fund Balance** - Fund Balance included in the current fund represents amounts available for anticipation as revenue in future years budgets, with certain restrictions.

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

**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 Oaklyn 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 Oaklyn 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 July 1 to June 30, increased by the amount deferred at December 31, 2012 and decreased by the amount deferred at December 31, 2013.

**County Taxes** - The municipality is responsible for levying, collecting and remitting county taxes for the County of 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 notes are provided on the cash basis.

**Appropriation Reserves** - Appropriation reserves covering unexpended appropriation balances are automatically created at year-end and recorded as liabilities, except for amounts which may be 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 Fund. Where an improvement is a "local Improvement", i.e. assessable upon completion, long-term debt associated with that portion of the cost of the improvement to be funded by assessments is transferred to the Trust Fund upon the confirmation of the assessments or when the improvement is fully and permanently funded.

**Compensated Absences and 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. Of the Borough's bank balances of \$1,857,214.00 as of December 31, 2013, \$250,000.00 was insured by the Federal Deposit Insurance Corporation, and \$1,607,214.00 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>\$ 3.870</u>	<u>\$ 6.124</u>	<u>\$ 5.915</u>	<u>\$ 5.737</u>	<u>\$ 5.532</u>
Apportionment of Tax Rate:					
Municipal	\$1.286	\$2.034	\$1.999	\$1.901	\$1.818
County	.841	1.361	1.285	1.292	1.175
County Open Space Preservation					
Trust Fund	.021	.036	.038	N/A	.040
Local School	1.722	2.693	2.593	2.544	2.499

**Assessed Valuation**

2013 *	\$ 258,446,400.00
2012	159,108,600.00
2011	159,620,638.00
2010	160,060,350.00
2009	160,380,079.00

\* Revaluation

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	\$ 10,006,508.36	\$ 9,798,108.00	97.92%
2012	9,745,807.76	9,397,806.08	96.43%
2011	9,447,772.05	9,252,605.65	97.93%
2010	9,202,230.21	8,928,056.80	97.02%
2009	8,880,098.91	8,530,180.11	96.06%

**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	\$ 36,664.67	\$ 171,522.60	\$ 208,187.27	2.08%
2012	24,799.37	288,490.35	313,289.72	3.21%
2011	-	170,861.63	170,861.63	1.81%
2010	-	241,093.86	241,093.86	2.63%
2009	-	351,907.54	351,907.54	3.96%

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

<u>Year</u>	<u>Number</u>
2013	1
2012	1
2011	-
2010	-
2009	-

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	\$ 159,127.00
2012	159,127.00
2011	159,127.00
2010	159,127.00
2009	227.00

Note 5: **FUND BALANCES APPROPRIATED**

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

<u>Year</u>	<u>Balance Dec. 31</u>	<u>Utilized In Budget of Succeeding Year</u>	<u>Percentage of Fund Balance Used</u>
<b><u>Current Fund</u></b>			
2013	\$ 1,050,444.76	\$ 508,000.00	48.36%
2012	854,755.63	420,400.00	49.18%
2011	773,459.55	306,565.00	39.63%
2010	428,067.70	289,000.00	67.51%
2009	442,087.80	280,000.00	63.34%

Note 6: **INTERFUND RECEIVABLES AND PAYABLES**

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

<u>Fund</u>	<u>Interfunds Receivable</u>	<u>Interfunds Payable</u>
Current Fund	\$ 11,444.26	\$ 3,929.87
Federal and State Grant Fund		11,398.13
Trust – Animal Control Fund		.19
Trust – Other Fund	3,929.87	
General Capital Fund		45.72
Public Assistance Fund		.22
	<u>\$ 15,374.13</u>	<u>\$ 15,374.13</u>

The interfund receivables and payables above predominately resulted from payments made by certain funds on behalf of other funds and interest earned and not turned over. During 2014, the Borough expects to liquidate such interfunds, depending upon the availability of cash flow.

Note 7: **PENSION PLANS**

The Borough of Oaklyn 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 may 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

Note 7: **PENSION PLANS (CONT'D)**

**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	\$ 21,222.00	\$ 50,743.00	\$ 71,965.00	\$ 4,283.00	\$ 76,248.00
2012	23,070.00	46,141.00	69,211.00	4,410.00	73,621.00
2011	22,535.00	35,908.00	58,443.00	4,439.00	62,882.00

**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 was 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.

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	\$ 99,698.00	\$ 131,937.00	\$ 231,635.00	\$ 9,566.00	\$ 241,201.00
2012	94,405.00	106,246.00	200,651.00	7,350.00	208,001.00
2011	124,486.00	99,818.00	224,304.00	9,756.00	234,060.00

Note 7: **PENSION PLANS (CONT'D)**

**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. The Borough had no employees participating in this plan.

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

Note 8: **OTHER POST EMPLOYMENT BENEFITS**

In addition to the pension benefits described in Note 7, the Borough provides post-employment health care benefits, at its cost, to five retired employees. The Borough funds these benefits on a pay-as-you-go basis and therefore does not record accrued expenses related to these benefits. The benefits paid for health care premiums were as follows:

2013	\$72,781.94
2012	66,049.99
2011	54,175.52

Note 9: **COMPENSATED ABSENCES**

Full-time employees are entitled to eight sick leave hours per month during the first six months of employment and ten hours per month thereafter. Unused sick leave may be accumulated and carried forward to the subsequent year. Police officers may be paid out for a maximum of 500 hours of accumulated sick leave upon retirement. Borough employees are not paid out for their unused sick time upon retirement.

Both Borough employees and Police officers accrue between five and thirty vacation days per year depending on how many years of service they have completed. Police officers may carry forward unused vacation time to the next year, however, if in the second year, the officer still has not used the vacation time they must sell it back at their regular rate of pay or the unused time will be lost. Borough employees are paid 100% of their accumulated vacation time upon retirement.

Police officers are entitled to one hundred thirty six hours of paid personal time each year. Unused personal hours, not to exceed sixty four hours, may be paid in the current year at a pro-rated rate of pay. Any unused personal hours may be carried to the next calendar year but must be used prior to April 1 of that calendar year. Any police officer leaving the Borough's employment during the course of the year shall only be entitled to be paid for personal hours earned at a rate of ten hours per month of service in that year. Borough employees are not entitled to be paid for any unused personal time.

The Borough does not record accrued expenses related to compensated absences. However, it is estimated that, at December 31, 2013, accrued benefits for compensated absences are valued at \$226,864.37.

Note 10: **DEFERRED COMPENSATION SALARY ACCOUNT**

The Borough offers its employees a Deferred Compensation Plan in accordance with Internal Revenue Code Section 457 which has been approved by the Director of the Division of Local Government Services. The Plan, available to all full time employees at their option, permits employees to defer a portion of their salary to future years. The deferred compensation is not available to participants until termination, retirement, death or unforeseeable emergency.

Amounts deferred under Section 457 plans must be held in trust for the exclusive benefit of participating employees and not be accessible by the Borough or its creditors. Since the Borough does not have a fiduciary relationship with the Plan, the balances and activities of the Plan are not reported in the Borough's financial statements.

Note 11: **LEASE OBLIGATIONS**

At December 31, 2013, the Borough had lease agreements in effect for the following:

Capital:

- One (1) 2011 Ford Crown Victoria
- One (1) 2011 Ford F-350
- One (1) 2012 Dodge Charger

Operating:

- One (1) Sharp MX-83N Copy System

The following is an analysis of capital and operating leases.

Capital Leases - The following capital fixed assets were acquired by capital lease.

	<b><u>B a l a n c e</u></b>	
	<b><u>Dec. 31, 2013</u></b>	<b><u>Dec. 31, 2012</u></b>
Vehicles	\$ 22,323.43	\$ 36,789.39

Future minimum lease payments under capital lease agreements are as follows:

<b><u>Year</u></b>	<b><u>Amount</u></b>
2014	\$ 8,160.00

Operating Leases - Future minimum rental payments under operating lease agreements are as follows:

<b><u>Year</u></b>	<b><u>Amount</u></b>
2014	\$ 4,896.00
2015	3,264.00

Rental payments under operating leases for the year 2013 were \$5,216.83.

Note 12: **CAPITAL DEBT****Summary of Debt**

	<u>Year 2013</u>	<u>Year 2012</u>	<u>Year 2011</u>
<b><u>Issued</u></b>			
General:			
Bonds and Notes	\$ 3,783,500.00	\$ 4,143,500.00	\$ 4,233,500.00
NJ Environmental:			
Infrastructure	563,249.59	622,760.56	683,280.25
	<hr/>	<hr/>	<hr/>
Total Issued	4,346,749.59	4,766,260.56	4,916,780.25
<b><u>Authorized but not Issued</u></b>			
General:			
Bonds and Notes	50,840.00	50,840.00	50,840.00
	<hr/>	<hr/>	<hr/>
Total Issued and Authorized but Not Issued	4,397,589.59	4,817,100.56	4,967,620.25
Deductions:			
Funds Temporarily Held To Pay Bonds or Notes	188,520.50	188,520.50	-
	<hr/>	<hr/>	<hr/>
Net Debt	<u>\$ 4,209,069.09</u>	<u>\$ 4,628,580.06</u>	<u>\$ 4,967,620.25</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 1.49%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
General	<u>\$ 4,397,589.59</u>	<u>\$ 188,520.50</u>	<u>\$ 4,209,069.09</u>

Net Debt \$4,209,069.09 divided by the Equalized Valuation Basis per N.J.S.A.40A:2-2 as amended, \$282,588,089.00 equals 1.49%

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

3 1/2% of Equalized Valuation Basis (Municipal)	\$ 9,890,583.12
Net Debt	<u>4,209,069.09</u>
Remaining Borrowing Power	<u>\$ 5,681,514.03</u>

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

Note 12: **CAPITAL DEBT (CONT'D)**

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

<u>Year</u>	<u>General</u>		<u>Total</u>
	<u>Principal</u>	<u>Interest</u>	
2014	\$ 375,000.00	\$ 118,378.50	\$ 493,378.50
2015	390,000.00	104,478.50	494,478.50
2016	400,000.00	90,128.50	490,128.50
2017	415,000.00	75,328.50	490,328.50
2018	435,000.00	59,891.00	494,891.00
2019-2023	650,000.00	195,920.00	845,920.00
2024-2027	621,000.00	52,008.50	673,008.50

**Schedule of Annual Debt Service for Principal and Interest for New Jersey Environmental Infrastructure Loans Issued and Outstanding**

<u>Year</u>	<u>General</u>		<u>Total</u>
	<u>Principal</u>	<u>Interest</u>	
2014	\$ 66,585.38	\$ 16,857.50	\$ 83,442.88
2015	73,484.37	14,982.50	88,466.87
2016	80,464.10	12,857.50	93,321.60
2017	78,965.40	10,482.50	89,447.90
2018	85,545.95	8,107.50	93,653.45
2019-2022	178,204.39	10,497.50	188,701.89

Note 13: **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	\$113,184.00	\$28,296.00

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

Note 14: **SCHOOL TAXES**

Local District School Tax has been raised and the liability deferred by statutes, resulting in the school tax payable set forth in the Current Fund liabilities as follows:

	<u>Balance Dec. 31,</u>	
	<u>2013</u>	<u>2012</u>
Balance of Tax	\$ 2,226,406.62	\$ 2,142,522.64
Deferred	2,226,406.50	2,142,522.50
	<u>\$ .12</u>	<u>\$ .14</u>

Note 15: **JOINT INSURANCE POOL**

The Borough of Oaklyn 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.

The Fund provides the Borough with the following coverage:

Property - Blanket Building and Grounds  
Boiler and Machinery  
Worker's Compensation and Employer's Liability  
General and Automobile Liability

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 \$50,000 to \$200,000 based on the line of coverage for each insured event.

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 16: **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	-	\$ 872.19	\$ 2,916.83
2012	\$ 11,019.36	13,945.12	681.86
2011	3,000.00	8,457.66	611.36

Note 17: **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 OAKLYN**  
 Current Fund  
 Statement of Current Cash per N.J.S. 40A:5-5 - Collector / Treasurer  
 For the Year Ended December 31, 2013

	<u>Regular Fund</u>	<u>Federal and State Grant Fund</u>
Balance Dec. 31, 2012	\$ 906,565.52	\$ 11,411.28
Increased by Receipts:		
Interest and Cost on Taxes	\$ 61,098.61	
Consolidated Municipal Property Tax Relief Act	24,909.00	
Energy Tax Receipts	317,019.53	
Miscellaneous Revenue Not Anticipated	166,099.76	
Revenue Accounts Receivable	259,151.42	
Shared Services Agreement with Mount Ephraim	104,378.65	
Taxes Receivable	9,992,382.57	
2013 Prepaid Taxes	47,576.38	
Prepaid Sewer Fees	1,205.58	
Sewer Fees	194,763.50	
Tax Overpayments	10,011.60	
State of New Jersey - Senior Citizens' and Veterans' Deductions	51,200.63	
Due to State of New Jersey - D.C.A. Training Fees	1,831.00	
Due to State of New Jersey - Marriage License Fees	575.00	
Prepaid Licenses	1,775.00	
Petty Cash Funds	500.00	
Reserve for Medical Reimbursements	600.19	
Due from Trust - Animal Control Fund	0.53	
Due from Trust - Other Fund	4,122.56	
Due to General Capital Fund	96.02	
Due from Public Assistance Fund	0.55	
Federal and State Grant Fund:		
Reserve for Federal and State Grants		\$ 67,981.81
Federal and State		68,329.95
	11,239,298.08	136,311.76
	12,145,863.60	147,723.04

(Continued)



**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Change Funds  
 For the Year Ended December 31, 2013

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Balance Dec. 31, 2013	\$ 150.00
<u>Office</u>	<u>Amount</u>
Collector-Treasurer	\$ 75.00
Municipal Court	75.00
	<hr/>
	\$ 150.00
	<hr/>

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Petty Cash Funds  
 For the Year Ended December 31, 2013

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	Received from <u>Treasurer</u>	Returned to <u>Treasurer</u>
Tax Collector-Treasurer	\$ 250.00	\$ 250.00
Police Department	250.00	250.00
	<hr/>	<hr/>
	\$ 500.00	\$ 500.00
	<hr/>	<hr/>

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Taxes Receivable and Analysis of Property Tax Levy  
 For the Year Ended December 31, 2013

Year	Balance Dec. 31, 2012	2013 Levy	Added Taxes	2012 Collections	2013 Collections	Due from State of New Jersey	Overpayments Applied	Transfer to Tax Title Liens	Canceled	Balance Dec. 31, 2013
2012	\$ 288,490.35		\$ 250.00		\$ 288,740.35					
2013		\$ 10,006,508.36		\$ 30,371.59	9,703,642.22	\$ 51,725.68	\$ 12,368.51	\$ 11,052.72	\$ 25,825.04	\$ 171,522.60
	\$ 288,490.35	\$ 10,006,508.36	\$ 250.00	\$ 30,371.59	\$ 9,992,382.57	\$ 51,725.68	\$ 12,368.51	\$ 11,052.72	\$ 25,825.04	\$ 171,522.60

Analysis of 2013 Tax Levy

Tax Yield

General Purpose Tax	\$ 10,001,875.68
Added Taxes (54:4-63.1 et seq.)	4,632.68
	\$ 10,006,508.36

Tax Levy

Local District School Tax	4,452,813.00
County Taxes:	
County Tax	\$ 2,042,139.66
County Library Tax	127,887.18
County Open Space Tax	53,694.18
Due County for Added Taxes	1,031.89
	2,224,752.91
Total County Taxes	2,224,752.91
Local Tax for Municipal Purposes	3,324,200.00
Add: Additional Tax Levied	4,742.45
	3,328,942.45
Local Tax for Municipal Purposes Levied	3,328,942.45
	\$ 10,006,508.36

**BOROUGH OF OAKLYN**  
CURRENT FUND  
Statement of Tax Title Liens  
For the Year Ended December 31, 2013

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Balance December 31, 2012	\$ 24,779.37
Increased by:	
Transfer from 2013 Taxes Receivable	\$ 11,052.72
Transfer from 2013 Sewer Receivable	100.00
Interest and Costs to Date of Sale	<u>732.58</u>
	<u>11,885.30</u>
Balance December 31, 2013	<u><u>\$ 36,664.67</u></u>

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Sewer Service Fees Receivable  
 For Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$ 20,275.73
Increased by:		
Billings		<u>192,350.00</u>
		212,625.73
Decreased by:		
Receipts	\$ 194,763.50	
Prepaid Service Fees Applied	1,797.45	
Canceled	250.00	
Transfer to Liens	<u>100.00</u>	
		<u>196,910.95</u>
Balance Dec. 31, 2013		<u><u>\$ 15,714.78</u></u>

**BOROUGH OF OAKLYN**  
**CURRENT FUND**  
 Statement of Deferred Charges - Special Emergency Authorizations (40A:4-53)  
 For the Year Ended December 31, 2013

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Date <u>Authorized</u>	<u>Purpose</u>	Net Amount <u>Authorized</u>	1/5 of Net Amount <u>Authorized</u>	Balance <u>Dec. 31, 2012</u>	Reduced in <u>2013</u>	Balance <u>Dec. 31, 2013</u>
May 8, 2012	Revaluation	\$ 141,480.00	\$ 28,296.00	\$ 141,480.00	\$ 28,296.00	\$ 113,184.00

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Revenue Accounts Receivable  
 For the Year Ended December 31, 2013

	Balance Dec. 31, 2012	Accrued in 2013	Collected		Trust		General Capital Fund	Public Assistance Fund	Balance Dec. 31, 2013
			2013	2012	Animal Control Fund	Other Fund			
Clerk:									
Licenses:									
Alcoholic Beverages		\$ 12,589.20	\$ 12,589.20						
Other		5,700.00	4,250.00	\$ 1,450.00					
Fees and Permits		7,430.00	7,430.00						
Health Officer									
Licenses		525.00	400.00	125.00					
Construction Code Official:									
Fees and Permits		29,360.00	29,360.00						
Certificates of Occupancy		4,385.00	4,385.00						
Fire Code Official									
Fees and Permits		2,080.00	2,080.00						
Zoning Official									
Fees and Permits		3,035.00	3,035.00						
Landlord Registration Fees		9,460.00	9,460.00						
Resale Inspections		2,440.00	2,440.00						
Municipal Court:									
Fines and Costs	\$ 13,487.11	166,129.60	167,688.27						\$ 11,928.44 (1)
Interest on Investments	14.50	5,647.18	5,504.27		\$ 0.19	\$ 104.81	\$ 45.72	\$ 0.22	6.66 (2)
Chief of Police:									
Fees and Permits		6,375.68	6,375.68						
Registrar of Vital Statistics									
Licenses		69.00	69.00						
Fees and Permits		4,085.00	4,085.00						
	<u>\$ 13,501.61</u>	<u>\$ 259,310.66</u>	<u>\$ 259,151.42</u>	<u>\$ 1,575.00</u>	<u>\$ 0.19</u>	<u>\$ 104.81</u>	<u>\$ 45.72</u>	<u>\$ 0.22</u>	<u>\$ 11,935.10</u>

(1) December 2013

(2) 2013 Municipal Court

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of 2012 Appropriation Reserves  
 For the Year Ended December 31, 2013

	Balance <u>Dec. 31, 2012</u>		Balance After <u>Transfers</u>	Paid or <u>Charged</u>	Balance <u>Lapsed</u>
	<u>Reserved</u>	<u>Encumbrances</u>			
<b><u>OPERATIONS--WITHIN "CAPS"</u></b>					
<b><u>General Government</u></b>					
Administrative and Executive					
Other Expenses					
Municipal Clerk					
Salaries and Wages	\$ 54.18		\$ 54.18		\$ 54.18
Other Expenses	107.31	\$ 1,199.61	1,306.92	\$ 1,199.61	107.31
Collection of Taxes					
Salaries and Wages	0.04		0.04		0.04
Other Expenses	255.12	97.37	352.49	97.37	255.12
Assessment of Taxes					
Salaries and Wages	1,499.88		1,499.88		1,499.88
Other Expenses	1,284.25	480.48	1,764.73	480.48	1,284.25
Legal Services					
Salaries and Wages	0.07		0.07		0.07
Other Expenses	12.26		12.26		12.26
Planning Board					
Salaries and Wages	92.42		92.42		92.42
Other Expenses	827.84		827.84		827.84
Insurance					
General Liability	2,192.75		2,192.75		2,192.75
Employee Group Health	2,380.41	147.35	2,527.76	162.35	2,365.41
<b><u>Public Safety</u></b>					
Fire					
Fire Hydrant Service	780.35		780.35		780.35
Municipal Prosecutor					
Salaries and Wages	0.64		0.64		0.64
Aid to Volunteer Company	177.32	2,305.35	2,482.67	2,466.35	16.32
Police					
Salaries and Wages	16,312.65	859.65	17,172.30	460.75	16,711.55
Other Expenses	3,769.32	1,273.96	5,043.28	4,790.91	252.37
<b><u>Streets and Roads</u></b>					
Roads Repairs and Maintenance					
Salaries and Wages	3,713.86		3,713.86		3,713.86
Other Expenses		435.58	435.58	435.58	
Public Buildings and Grounds					
Other Expenses	3,216.18	11.68	3,227.86	779.01	2,448.85
<b><u>Recreation and Education</u></b>					
Parks and Playground					
Other Expenses	1,500.00		1,500.00		1,500.00
Celebration of Public Events, Holiday, or Anniv.					
Other Expenses	266.23	179.98	446.21	179.98	266.23
Library					
Salary & Wages	1,329.53		1,329.53		1,329.53
Other Expenses	1,885.86		1,885.86	994.93	890.93
Senior Citizens' Program					
Other Expenses	1,170.00		1,170.00	266.50	903.50

(Continued)

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of 2012 Appropriation Reserves  
 For the Year Ended December 31, 2013

	Balance Dec. 31, 2012		Balance After Transfers	Paid or Charged	Balance Lapsed
	Reserved	Encumbrances			
<b>OPERATIONS--WITHIN "CAPS" (Cont'd)</b>					
<u>Utility Expenses and Bulk Purchases</u>					
Electricity	\$ 13,195.59		\$ 13,195.59		\$ 13,195.59
Water	234.58		234.58		234.58
Gas (Natural)	6,449.80		6,449.80		6,449.80
Sewerage Disposal	12.84		12.84		12.84
Gasoline	6,405.96		6,405.96	\$ 4,886.23	1,519.73
Landfill/Solid Waste Disposal Costs					
Other Expenses	12,190.13		12,190.13	8,183.89	4,006.24
Construction Official					
Salaries and Wages	186.45		186.45		186.45
Other Expenses	6,053.42		6,053.42		6,053.42
Municipal Court					
Salaries and Wages	2,131.11	\$ 6.80	2,137.91		2,137.91
Other Expenses	2,090.11	505.93	2,596.04	505.93	2,090.11
Public Defender					
Salaries and Wages	613.65		613.65		613.65
<b>Total Operations--Within "CAPS"</b>	<b>92,392.11</b>	<b>7,503.74</b>	<b>99,895.85</b>	<b>25,889.87</b>	<b>74,005.98</b>
<b>DEFERRED CHARGES AND STATUTORY EXPENDITURES MUNICIPAL--WITHIN "CAPS"</b>					
Statutory Expenditures					
Contribution to:					
New Jersey Unemployment Insurance	0.64		0.64		0.64
Social Security System (O.A.S.I.)	4,288.21		4,288.21		4,288.21
<b>Total General Appropriations for Municipal Purposes--Within "CAPS"</b>	<b>96,680.96</b>	<b>7,503.74</b>	<b>104,184.70</b>	<b>25,889.87</b>	<b>78,294.83</b>
<b>OPERATIONS--EXCLUDED FROM "CAPS"</b>					
Recycling Tax (P.L. 2007, c311)		447.84	447.84	447.84	
Interlocal Municipal Service Agreements					
Municipal Court Services	2,018.38	519.52	2,537.90	519.52	2,018.38
	2,018.38	967.36	2,985.74	967.36	2,018.38
<b>CAPITAL IMPROVEMENTS--EXCLUDED FROM "CAPS"</b>					
Purchase of Police, Fire & DPW Radios	1,632.50	7,772.05	9,404.55	7,772.05	1,632.50
<b>Total General Appropriations for Municipal Purposes--Excluded from "CAPS"</b>	<b>3,650.88</b>	<b>8,739.41</b>	<b>12,390.29</b>	<b>8,739.41</b>	<b>3,650.88</b>
<b>Total General Appropriations</b>	<b>\$ 100,331.84</b>	<b>\$ 16,243.15</b>	<b>\$ 116,574.99</b>	<b>\$ 34,629.28</b>	<b>\$ 81,945.71</b>

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Due to State of New Jersey for Senior Citizens' and Veterans' Deductions  
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$	6,488.91
Increased by:			
Collections			<u>51,200.63</u>
			57,689.54
Decreased by:			
Accrued in 2013 to Municipality:			
Senior Citizens' Deductions per			
Tax Billings	\$	10,500.00	
Veterans' Deductions per			
Tax Billings		41,250.00	
Senior Citizens' Deductions Allowed			
by Tax Collector		2,000.00	
Veterans' Deductions Allowed			
by Tax Collector		<u>750.00</u>	
			54,500.00
Deduct:			
Senior Citizens' Deductions			
Disallowed by Tax Collector		<u>2,774.32</u>	
Subtotal 2013 Tax Accrual		51,725.68	
Deduct:			
Prior Year Senior Citizens' Deductions			
Disallowed by Tax Collector		<u>250.00</u>	
			<u>51,475.68</u>
Balance Dec. 31, 2013		\$	<u><u>6,213.86</u></u>

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Prepaid Taxes  
 For the Year Ended December 31, 2013

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Balance Dec. 31, 2012 (2013 Taxes)	\$	30,371.59
Increased by:		
Collections--2014 Taxes		47,576.38
		77,947.97
Decreased by:		
Application to 2013 Taxes Receivable		30,371.59
Balance Dec. 31, 2013 (2014 Taxes)	\$	47,576.38

**Exhibit SA-12**

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Tax Overpayments  
 For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$	12,368.51
Increased by:		
Cash Receipts		10,011.60
		22,380.11
Decreased by:		
Refunded	\$ 9,107.35	
Applied to Taxes	12,368.51	
		21,475.86
Balance Dec. 31, 2013	\$	904.25

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Payroll Deductions Payable  
 For Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$	5,542.47
Increased by:		
Deposits Received from Current Account		2,348,463.62
		2,354,006.09
Decreased by:		
Disbursements		2,348,437.40
Balance Dec. 31, 2013	\$	5,568.69

## Exhibit SA-14

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Reserve for Medical Reimbursements  
 For Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$	784.63
Increased by:		
Borough Contribution - Budget Appropriations		4,000.00
		4,784.63
Less:		
Disbursements		3,399.81
Balance Dec. 31, 2013	\$	1,384.82

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Due to State of New Jersey - Marriage License Fees  
 For the Year Ended December 31, 2013

---

Balance Dec. 31, 2012	\$	150.00
State Fees Collected		<u>575.00</u>
		725.00
Decreased by:		
Paid to the State of New Jersey		<u>625.00</u>
Balance Dec. 31, 2013	\$	<u><u>100.00</u></u>

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Due to State of New Jersey - D.C.A. Training Fees  
 For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$	473.00
Increased by:		
State Fees Collected		<u>1,831.00</u>
		2,304.00
Decreased by:		
Paid to the State of New Jersey		<u>1,626.00</u>
Balance Dec. 31, 2013	\$	<u><u>678.00</u></u>

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Due County for Added and Omitted Taxes  
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012	\$	455.53
Increased by:		
Added Taxes (2013)		1,031.89
		1,487.42
Decreased by:		
Cash Disbursed		455.53
		455.53
Balance Dec. 31, 2013	\$	1,031.89

## Exhibit SA-18

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Local District School Taxes  
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012:		
School Tax Payable	\$	0.14
School Tax Deferred		2,142,522.50
		2,142,522.64
Increased by:		
Levy - School Year July 1, 2012 to June 30, 2013		4,452,813.00
		6,595,335.64
Decreased by:		
Payments		4,368,929.02
		4,368,929.02
Balance Dec. 31, 2013:		
School Tax Payable		0.12
School Tax Deferred	\$	2,226,406.50
		2,226,406.62
<u>2013 Liability for Local District School Tax:</u>		
Tax Paid	\$	4,368,929.02
Add:		
Taxes Payable December 31, 2013		0.12
		4,368,929.14
Less:		
Taxes Payable December 31, 2012		0.14
		0.14
Amount Charged to 2013 Operations	\$	4,368,929.00

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Federal and State Grants Receivable  
 For the Year Ended December 31, 2013

<u>Program</u>	<u>Balance</u> <u>Dec. 31, 2012</u>	<u>Accrued</u>	<u>Cash</u> <u>Received</u>	<u>Canceled</u>	<u>Balance</u> <u>Dec. 31, 2013</u>
State:					
Drunk Driving Enforcement Grant		\$ 3,003.26	\$ 3,003.26		
Municipal Court - Alcohol Education and Rehabilitation Program		52.77	52.77		
Governor's Council on Drug Abuse - Municipal Drug Alliance	\$ 3,971.25	8,895.00	9,084.41		\$ 3,781.84
Make it Click - Seatbelt Grant		4,000.00	3,800.00	\$ 200.00	
Body Armor Replacement Program		1,869.98	1,869.98		
Sustainable Jersey Grant		2,000.00	2,000.00		
Recycling Tonnage Grant		6,077.97	6,077.97		
Safe and Secure Communities Program	27,792.50	30,000.00	35,558.50		22,234.00
Clean Communities Program		6,883.06	6,883.06		
Recreation Facility Enhancement Grant - Lion's Park	4,025.53				4,025.53
Recreation Facility Enhancement Grant - Veteran's Park Bike Path		25,000.00			25,000.00
Total State	<u>\$ 35,789.28</u>	<u>\$ 87,782.04</u>	<u>\$ 68,329.95</u>	<u>\$ 200.00</u>	<u>\$ 55,041.37</u>

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Unappropriated Reserves for Federal and State Grants  
 For Year Ended December 31, 2013

<u>Program</u>	<u>Balance Dec. 31, 2012</u>	<u>Federal and State Grant Funds Receivable</u>	<u>Miscellaneous Revenue in 2013 Budget</u>	<u>Balance Dec. 31, 2013</u>
State:				
Drunk Driving Enforcement Grant		\$ 3,003.26	\$ 3,003.26	
Municipal Court - Alcohol Education and Rehabilitation Program		52.77	52.77	
Governor's Council on Drug Abuse - Municipal Drug Alliance		8,895.00	8,895.00	
Make it Click - Seatbelt Grant		4,000.00	4,000.00	
Sustainable Jersey Grant		2,000.00	2,000.00	
Body Armor Replacement Program		1,869.98	1,869.98	
Recycling Tonnage Grant	\$ 3,589.40	6,077.97	6,077.97	\$ 3,589.40
Safe and Secure Communities Program		30,000.00	30,000.00	
Recreation Enhancement Grant - Veteran's Park Bike Path		25,000.00	25,000.00	
Clean Communities Program		6,883.06	6,883.06	
<b>Total State</b>	<b>\$ 3,589.40</b>	<b>\$ 87,782.04</b>	<b>\$ 87,782.04</b>	<b>\$ 3,589.40</b>

**BOROUGH OF OAKLYN**  
 Current Fund  
 Statement of Reserve for Federal and State Grants - Appropriated  
 For the Year Ended December 31, 2013

<u>Program</u>	<u>Balance</u> <u>Dec. 31, 2012</u>	<u>Transferred</u> <u>from</u> <u>2013 Budget</u> <u>Appropriations</u>	<u>Expended</u>	<u>Canceled</u>	<u>Balance</u> <u>Dec. 31, 2013</u>
Federal:					
Municipal Stormwater Regulation Program	\$ 1,009.71	\$ -	\$ 635.00	\$ -	\$ 374.71
State:					
Drunk Driving Enforcement Grant	9,359.98	3,003.26	2,652.67		9,710.57
Alcohol Education and Rehabilitation Grant	3,268.00	52.77	1,147.47		2,173.30
Clean Communities Act Grant	1,326.08	6,883.06	6,831.11		1,378.03
Make it Click - Seatbelt Grant		4,000.00	3,800.00	200.00	
Governor's Council on Drug Abuse - Municipal Drug Alliance		11,119.00	9,553.48		1,565.52
Sustainable Jersey Grant		2,000.00			2,000.00
Body Armor Replacement Program	7,337.72	1,869.98	3,150.50		6,057.20
Safe and Secure Communities Program	2,374.56	84,359.68	84,359.60		2,374.64
Recycling Tonnage Grant	16,757.50	6,077.97	15,416.62		7,418.85
Recreation Facility Enhancement Grant - Lion's Park	2,177.61				2,177.61
Recreation Facility Enhancement Grant - Veteran's Park Bike Path		25,000.00	25,000.00		
	<u>42,601.45</u>	<u>144,365.72</u>	<u>151,911.45</u>	<u>200.00</u>	<u>34,855.72</u>
	<u>\$ 43,611.16</u>	<u>\$ 144,365.72</u>	<u>\$ 152,546.45</u>	<u>\$ 200.00</u>	<u>\$ 35,230.43</u>
		Cash Disbursed	\$ 147,723.04		
		Encumbrances Payable	<u>4,823.41</u>		
			<u>\$ 152,546.45</u>		

**SUPPLEMENTAL EXHIBITS**

**TRUST FUND**

**BOROUGH OF OAKLYN**  
Trust - Funds  
Statement of Trust Cash and Reconciliation per N.J.S. 40A:5-5 - Treasurer  
For the Year Ended December 31, 2013

	<u>Animal Control</u>	<u>Other</u>
Balance Dec. 31, 2012	\$ 230.02	\$ 169,964.69
Increased by Receipts:		
Dog License Fees	\$ 4,639.40	
Cat License Fees	1,155.00	
State License Fees	495.60	
Late Fees	510.00	
Due to Current Fund	8.96	\$ 688.10
Reserve for New Jersey Unemployment Compensation Insurance		3,107.16
Reserve for Planning Escrow Deposits		10,399.90
Reserve for Recycling		12,003.88
Reserve for Public Defender Fees		2,101.50
Reserve for Parking Offense Adjudication Act Fees		952.00
Reserve for Tax Sale Premiums		316,200.00
Reserve for Special Law Enforcement		4,457.45
Reserve for Redemption of Tax Title Lien Certificates		<u>410,611.48</u>
	<u>6,808.96</u>	<u>760,521.47</u>
	7,038.98	930,486.16
Decreased by Disbursements:		
Expenditures Under R.S.4:19-15.11:		
Cash	6,486.50	
State Registration Fees	499.20	
Due to Current Fund	9.30	671.17
Due to Developers		65.80
Reserve for New Jersey Unemployment Compensation Insurance		872.19
Reserve for Planning Escrow Expenses		12,865.00
Reserve for Recycling		28,780.50
Reserve for Public Defender Fees		3,328.80
Reserve for Special Law Enforcement		2,974.02
Reserve for Parking Offense Adjudication Act Fees		1,296.87
Reserve for Police Donations		1,169.15
Reserve for Tax Sale Premiums		41,700.00
Reserve for Deposits for Redemption of Tax Title Lien Certificates		<u>381,068.57</u>
	<u>6,995.00</u>	<u>474,792.07</u>
Balance Dec. 31, 2013	<u>\$ 43.98</u>	<u>\$ 455,694.09</u>

**BOROUGH OF OAKLYN**  
Trust - Animal Control Fund  
Statement of Reserve for Animal Control Expenditures  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$ 225.89
Dog License Fees Collected	\$ 4,639.40	
Cat License Fees Collected	1,155.00	
Late Fees	<u>510.00</u>	
		<u>6,304.40</u>
		6,530.29
Decreased by:		
Expenditures Under R.S.4:19-15.11:		
Cash		<u>6,486.50</u>
Balance Dec. 31, 2013		<u><u>\$ 43.79</u></u>

Dog License Fees Collected

<u>Year</u>	<u>Amount</u>
2011	\$ 4,671.20
2012	<u>4,456.40</u>
	<u><u>\$ 9,127.60</u></u>

**BOROUGH OF OAKLYN**  
Trust - Animal Control Fund  
Statement of Due State of New Jersey - Dog License Registration Fees  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$ 3.60
Increased by:		
Dog License Registration Fees Collected		<u>495.60</u>
		499.20
Decreased by:		
Disbursed to State Treasurer		<u><u>\$ 499.20</u></u>

**BOROUGH OF OAKLYN**  
Trust - Animal Control Fund  
Statement of Due to Current Fund  
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$	0.53
Increased by:			
Interest Earned on Statement Savings			8.96
			9.49
Decreased by:			
Interest on Investments Disbursed to Current Fund	\$	8.77	
Interfund Returned		0.53	
			9.30
Balance Dec. 31, 2013		\$	0.19

## Exhibit SB-5

**BOROUGH OF OAKLYN**  
Trust - Other Fund  
Statement of Due to / from Current Fund  
For the Year Ended December 31, 2013

Balance Dec. 31, 2012 (Due to)		\$	87.88
Increased by:			
Cash Disbursements:			
Disbursed to Current Fund-Realized as Miscellaneous Revenue Anticipated	\$	583.29	
Local Law Enforcement Funds Erroneously Deposited in Current Fund		4,034.68	
			4,617.97
			4,705.85
Decreased by:			
Cash Receipts:			
Interest Earned on Investments		688.10	
Cash Disbursements:			
Interfund Returned		87.88	
			775.98
Balance Dec. 31, 2013 (Due from)		\$	3,929.87

**BOROUGH OF OAKLYN**  
Trust - Other Fund  
Statement of Reserve for New Jersey Unemployment Compensation and Disability Insurance  
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 681.86
Increased by:		
Interest Earned on Deposits	\$ 6.21	
Deposits from Payroll - Employee Deductions	3,100.95	
		3,107.16
		3,789.02
Decreased by:		
Payments to the State of New Jersey		872.19
Balance Dec. 31, 2013		\$ 2,916.83

Exhibit SB-7

**BOROUGH OF OAKLYN**  
Trust - Other Fund  
Statement of Reserve for Planning Escrow Deposits  
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 11,880.34
Increased by:		
Receipts:		
Escrow Deposits		10,399.90
		22,280.24
Decreased by:		
Disbursements:		
Escrow Expenses		12,865.00
Balance Dec. 31, 2013		\$ 9,415.24

Schedule of Planning Escrow Deposits Dec. 31, 2013

<u>Name</u>	<u>Amount</u>
Howard Creran Funeral Home	\$ 1,857.25
Dunkin Donuts	2,599.90
T.D. Bank, NA (Site Plan)	3,558.09
V-04-13 - 200 E. Beechwood Ave.	350.00
V-05-13 - 44 Manor Ave.	350.00
V-08-13 - 202 E. Bettewood Ave.	350.00
V-09-13 - 920 White Horse Pike	350.00
	\$ 9,415.24

**BOROUGH OF OAKLYN**  
Trust - Other Fund  
Statement of Reserve for Street Opening Deposits  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2013	\$ 1,106.50
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Schedule of Street Opening Deposits Dec. 31, 2013

<u>Name</u>	<u>Date Received</u>	<u>Amount</u>
Camden County Municipal Utilities Authority	10/31/87	\$ 106.50
John M. Valenti	06/04	1,000.00
		\$ 1,106.50

Exhibit SB-9

**BOROUGH OF OAKLYN**  
Trust - Other Fund  
Statement of Reserve for Deposits for Redemption of Tax Sale Certificates  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$ 963.78
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Increased by:	
2013 Deposits for Tax Title Lien Certificates	410,611.48
	411,575.26

Decreased by:	
Disbursed - Tax Lien Certificates Redeemed	381,068.57

Balance Dec. 31, 2013	\$ 30,506.69
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Exhibit SB-10

**BOROUGH OF OAKLYN**  
Trust - Other Fund  
Statement of Reserve for Parking Offense Adjudication Act Fees  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$ 5,703.90
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Increased by:	
Cash Received from Municipal Court	952.00
	6,655.90

Decreased by:	
Disbursed	1,296.87

Balance Dec. 31, 2013	\$ 5,359.03
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**BOROUGH OF OAKLYN**  
Trust - Other Fund  
Reserve for Public Defender Fees  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$ 6,187.05
Increased by:	
Public Defender Receipts	2,101.50
	8,288.55
Decreased by:	
Cash Disbursed	3,328.80
Balance Dec. 31, 2013	\$ 4,959.75

Analysis of Balance December 31, 2013

Reserve for Public Defender	\$ 3,124.87
Due to Criminal Disposition and Review Collection Fund	1,834.88
	\$ 4,959.75

## Exhibit SB-12

**BOROUGH OF OAKLYN**  
Trust - Other Fund  
Reserve for Police Donations  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$ 1,710.25
Decreased by:	
Cash Disbursed	1,169.15
Balance Dec. 31, 2013	\$ 541.10

**BOROUGH OF OAKLYN**  
Trust - Other Fund  
Reserve for Special Law Enforcement Trust Fund  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$ 5,332.18
Increased by:		
Law Enforcement Deposits	\$ 4,457.45	
Due from Current Fund :		
Cash Receipts Erroneously Deposited in Current Fund	4,034.68	
		8,492.13
		13,824.31
Decreased by:		
Law Enforcement Disbursements		2,974.02
Balance Dec. 31, 2013		\$ 10,850.29

Exhibit SB-14

**BOROUGH OF OAKLYN**  
Trust - Other Fund  
Reserve for Recycling  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$ 50,195.15
Increased by:		
Recycling Receipts		12,003.88
		62,199.03
Decreased by:		
Recycling Disbursements		28,780.50
Balance December 31, 2013		\$ 33,418.53

**BOROUGH OF OAKLYN**  
Trust - Other Fund  
Reserve for Tax Sale Premiums  
For the Year Ended December 31, 2013

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Balance December 31, 2012	\$ 85,800.00
Increased by:	
Tax Sale Premiums Received	<u>316,200.00</u>
	402,000.00
Decreased by:	
Tax Sale Premiums Paid	<u>41,700.00</u>
Balance December 31, 2013	<u><u>\$ 360,300.00</u></u>

**SUPPLEMENTAL EXHIBITS**

**GENERAL CAPITAL FUND**

**BOROUGH OF OAKLYN**  
**GENERAL CAPITAL FUND**  
Statement of General Capital Cash and Reconciliation  
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 155,457.59
Increased by Receipts:		
Due Current Fund	\$ 818.44	
Due from New Jersey Department of Transportation	127,800.94	
Due from Local Sources - TD Bank	79,330.00	
Due from Community Development Block Grant	<u>34,384.10</u>	
		<u>242,333.48</u>
		397,791.07
Decreased by Disbursements:		
Improvement Authorizations	55,872.86	
Contracts Payable	167,176.69	
Due to Current Fund	<u>868.74</u>	
		<u>223,918.29</u>
Balance Dec. 31, 2013		<u><u>\$ 173,872.78</u></u>

**BOROUGH OF OAKLYN**  
**GENERAL CAPITAL FUND**  
Statement of Analysis of General Capital Cash  
For the Year Ended December 31, 2013

	Balance <u>Dec. 31, 2012</u>	Receipts		Disbursements			Balance <u>Dec. 31, 2013</u>
		Bond Anticipation Note Proceeds	Miscellaneous	Improvement Authorizations	Transfers		
					Miscellaneous	From	
Capital Improvement Fund	\$ 125.68						\$ 125.68
Reserve to Pay Future Debt Service	188,520.50						188,520.50
Due from N.J. Department of Transportation - Local Aid Infrastructure Funds	(20,272.38)						(20,272.38)
Municipal Aid Program	(360,572.38)		\$ 127,800.94				(232,771.44)
Due from Community Development Block Grant	(34,384.10)		34,384.10		\$ 21,800.00		(21,800.00)
Due from Local Sources - TD Bank			79,330.00		79,330.00		
Improvement Authorizations:							
Ordinance							
<u>Number</u>							
3-2004	Reconstruction, Repairs, and Renovations to Borough Streets and Roads	53,356.16		\$ 5,868.49			47,487.67
17-2005	Certain Repair, Reconstruction and Other Improvements to Landis Avenue	993.89					993.89
2-2006	Certain Repair, Reconstruction and Other Improvements to White Horse Pike	21,827.36		198.89			21,628.47
1-2007	Reconstruction, Repair and Renovations to Streets and Roads	15,177.74					15,177.74
13-2007	Rehabilitation of Municipal Building Third Floor, Acquisition of Public Works and Fire Department Equipment, Acquisition of Emergency Generator, Demolition of "Olde Grads" Building and Installation of Municipal Building Roof	3,107.37					3,107.37
11-2008	Improvements to Streets and Roads	9,703.25					9,703.25
10-2009(iii)	Paving and Installation of Curbs at Borough Fire House	2,347.00					2,347.00

(Continued)

**BOROUGH OF OAKLYN**  
**GENERAL CAPITAL FUND**  
Statement of Analysis of General Capital Cash  
For the Year Ended December 31, 2013

	Receipts			Disbursements				Balance Dec. 31, 2013
	Balance Dec. 31, 2012	Bond Anticipation Note Proceeds	Miscellaneous	Improvement Authorizations	Miscellaneous	Transfers From To		
Improvement Authorizations (Cont'd):								
Ordinance								
<u>Number</u>								
10-2009(iv)	Acquisition and Installation of Phone System	\$ 378.25						\$ 378.25
10-2009(v)	Acquisition of Office Equipment	12.50						12.50
10-2009(vi)	Installation of Fencing at Borough Recreation Fields	350.00						350.00
12-2009	Improvements to Streets and Roads	3,617.01		\$ 3,617.01				
14-2009	Improvements to Streets and Roads	42,114.30						42,114.30
6-2010	Improvements to Municipal Buildings	5,476.51		5,476.51				
9-2011	Reconstruction, Repairs, and Renovations to Streets and Roads	5,379.26		645.00				4,734.26
13-2011	Improvements to Buildings and Grounds and Purchase of Capital Goods and Services	7,108.15		1,708.98				5,399.17
14-2011	Improvements to Buildings and Grounds	2,646.60		2,646.60				
18-2012	Improvements to Streets and Roads	183,091.25		8,401.38	\$ 180,201.25	\$ 5,553.10		41.72
20-2012	Repair and Replacement of Curbs and Sidewalks	24,900.00		24,900.00				
7-2013	Improvement to Streets and Sidewalks			2,410.00			79,330.00	76,920.00
12-2013	Repair and Replacement of Streets, Roads, and Curbs						21,800.00	21,800.00
Contracts Payable					\$ 167,176.69	5,553.10	180,201.25	7,471.46
Current Fund		96.02	\$ 818.44		868.74			45.72
Fund Balance		357.65						357.65
		<u>\$ 155,457.59</u>	<u>\$ -</u>	<u>\$ 242,333.48</u>	<u>\$ 55,872.86</u>	<u>\$ 168,045.43</u>	<u>\$ 286,884.35</u>	<u>\$ 173,872.78</u>

**BOROUGH OF OAKLYN**  
**GENERAL CAPITAL FUND**  
Statement of Deferred Charges to Future Taxation - Funded  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$ 4,268,760.56
Decreased by:		
2013 Budget Appropriation:		
Bond Principal	\$ 360,000.00	
N.J. Environmental Infrastructure Loan/Trust Fund	<u>59,510.97</u>	
		<u>419,510.97</u>
Balance Dec. 31, 2013		<u><u>\$ 3,849,249.59</u></u>
General Obligation Bonds		\$ 3,286,000.00
N.J. Environmental Infrastructure Loan/Trust Fund		<u>563,249.59</u>
		<u><u>\$ 3,849,249.59</u></u>

**BOROUGH OF OAKLYN**  
**GENERAL CAPITAL FUND**  
Statement of Deferred Charges to Future Taxation - Unfunded  
For the Year Ended December 31, 2013

Ordinance Number	Improvement Description	Balance Dec. 31, 2012	2013 Authorizations	Balance Dec. 31, 2013	Analysis of Balance Dec. 31, 2013		
					Bond Anticipation Note	Expenditures	Unexpended Improvement Authorizations
General Improvements:							
1-2007	Reconstruction, Repair and Renovation to Streets and Roads	\$ 50,350.00		\$ 50,350.00			\$ 50,350.00
13-2007	Rehabilitation of Municipal Building Third Floor, Acquisition of Public Works and Fire Department Equipment, Acquisition of Emergency Generator, Demolition of "Olde Grads" Building and Installation of Municipal Building Roof	490.00		490.00			490.00
9-2011	Reconstruction, Repairs, and Renovations to Streets and Roads	237,500.00		237,500.00	\$ 237,500.00		
15-2012	Acquisition of Various Properties Located in Redevelopment Area	260,000.00		260,000.00	260,000.00		
		<u>\$ 548,340.00</u>	<u>\$ -</u>	<u>\$ 548,340.00</u>	<u>\$ 497,500.00</u>	<u>\$ -</u>	<u>\$ 50,840.00</u>
					Improvement Authorizations Unfunded		\$ 55,574.26
					Less: Unexpended Proceeds of Bond Anticipation Notes Issued:		
					Ord. 9-2011		<u>4,734.26</u>
							<u>\$ 50,840.00</u>

**BOROUGH OF OAKLYN**  
**GENERAL CAPITAL FUND**  
 Statement of Due to Current Fund  
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 96.02
Increased by:		
Interest on Investments		818.44
		914.46
Decreased by:		
Disbursed to Current Fund - Interest on Investments	\$ 772.72	
Interfund Returned	96.02	
		868.74
Balance Dec. 31, 2013		\$ 45.72

**BOROUGH OF OAKLYN**  
**GENERAL CAPITAL FUND**  
Statement of Improvement Authorizations  
For the Year Ended December 31, 2013

Ordinance Number	Improvement Description	Ordinance Date	Amount	Balance Dec. 31, 2012		2013 Authorizations			Contracts Payable Canceled	Paid or Charged	Balance Dec. 31, 2013	
				Funded	Unfunded	Capital Improvement Fund	Deferred Charges to Future Taxation Unfunded	Community Development Block Grants			Funded	Unfunded
3-2004	Reconstruction, Repairs, and Renovation to Borough Streets and Roads	4-13-04	\$ 362,000.00	\$ 53,356.16						\$ 5,868.49	\$ 47,487.67	
6-2004	Reconstruction, Repairs, and Renovations to Borough Streets and Roads	5-11-04	20,000.00									
17-2005	Certain Repair, Reconstruction and Other Improvements to Landis Avenue	11-7-05	150,000.00	993.89								993.89
2-2006	Certain Repair, Reconstruction and Other Improvements to White Horse Pike	3-14-06	230,000.00	21,827.36						198.89	21,628.47	
1-2007	Reconstruction, Repair and Renovation to Streets and Roads	3-13-07	180,000.00	15,177.74	\$ 50,350.00							15,177.74 \$ 50,350.00
13-2007	Rehabilitation of Municipal Building Third Floor, Acquisition of Public Works and Fire Department Equipment, Acquisition of Emergency Generator, Demolition of "Olde Grads" Building and Installation of Municipal Building Roof	9-11-07	770,000.00	3,107.37	490.00							3,107.37 490.00
11-2008	Improvements to Streets and Roads	12-9-08	36,350.00	9,703.25								9,703.25
10-2009(iii)	Paving and Installation of Curbs at Borough Fire House	5-4-09	32,000.00	2,347.00								2,347.00
10-2009(iv)	Acquisition and Installation of Phone System	5-4-09	40,000.00	378.25								378.25
10-2009(v)	Acquisition of Office Equipment	5-4-09	3,300.00	12.50								12.50
10-2009(vi)	Installation of Fencing at Borough Recreation Fields	5-4-09	7,000.00	350.00								350.00
12-2009	Improvements to Streets and Roads	5-4-09	28,913.00	3,617.01						3,617.01		
14-2009	Improvements to Streets and Roads	5-4-09	333,800.00	42,114.30								42,114.30

(Continued)

**BOROUGH OF OAKLYN**  
**GENERAL CAPITAL FUND**  
 Statement of Improvement Authorizations  
 For the Year Ended December 31, 2013

Ordinance Number	Improvement Description	Ordinance Date	Amount	Balance Dec. 31, 2012		2013 Authorizations			Contracts Payable Canceled	Paid or Charged	Balance Dec. 31, 2013	
				Funded	Unfunded	Capital Improvement Fund	Deferred Charges to Future Taxation Unfunded	Grants			Funded	Unfunded
6-2010	Improvements to Municipal Buildings and Grounds	6-7-10	\$ 75,976.61	\$ 5,476.51						\$ 5,476.51		
9-2011	Reconstruction, Repairs, and Renovations to Streets and Roads	6-14-11	250,000.00		\$ 5,379.26					645.00		\$ 4,734.26
13-2011	Improvements to Buildings and Grounds and Purchase of Capital Goods and Services	7-12-11	43,000.00	7,108.15						1,708.98	\$ 5,399.17	
14-2011	Improvements to Buildings and Grounds	8-9-11	57,813.00	2,646.60						2,646.60		
18-2012	Improvements to Streets and Roads	10-9-12	190,000.00	183,091.25				\$ 5,553.10	188,602.63		41.72	
20-2012	Repair and Replacement of Curbs and Sidewalks	12-11-12	24,900.00	24,900.00						24,900.00		
7-2013	Repair and Restore Streets, Sidewalks and Roads	5-14-13	79,330.00					\$ 79,330.00		2,410.00	76,920.00	
12-2013	Repair and Replacement of Curbs and Sidewalks	11-12-13	21,800.00					21,800.00			21,800.00	
				<u>\$ 376,207.34</u>	<u>\$ 56,219.26</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 101,130.00</u>	<u>\$ 5,553.10</u>	<u>\$ 236,074.11</u>	<u>\$ 247,461.33</u>	<u>\$ 55,574.26</u>
Cash Disbursed										\$ 55,872.86		
Contracts Payable										<u>180,201.25</u>		
										<u>\$ 236,074.11</u>		
Local Sources - TD Bank								\$ 79,330.00				
Community Development Block Grant								<u>21,800.00</u>				
								<u>\$ 101,130.00</u>				

**BOROUGH OF OAKLYN**  
GENERAL CAPITAL FUND  
Statement of Contracts Payable  
For the Year Ended December 31, 2013

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2013 Contracts Awarded and Charged to Improvement Authorizations		\$ 180,201.25
Decreased by:		
Disbursed	\$ 167,176.69	
Canceled	<u>5,553.10</u>	
		<u>172,729.79</u>
Balance December 31, 2013		<u><u>\$ 7,471.46</u></u>

**BOROUGH OF OAKLYN**  
**GENERAL CAPITAL FUND**  
Statement of Bond Anticipation Notes  
For the Year Ended December 31, 2013

<u>Ord. Number</u>	<u>Purpose</u>	<u>Date of Issue of Original Note</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rate</u>	<u>Balance Dec. 31, 2012</u>	<u>Increased</u>	<u>Decreased</u>	<u>Balance Dec. 31, 2013</u>
9-2011	Reconstruction, Repairs, and Renovations to Streets and Roads	7/28/2011	7/27/2012	7/27/2013	1.09%	\$ 237,500.00		\$ 237,500.00	
		7/28/2011	7/26/2013	7/26/2014	1.05%		\$ 237,500.00		\$ 237,500.00
15-2012	Acquisition of Various Properties Located in Redevelopment Area	9/6/2012	9/6/2012	9/5/2013	1.09%	260,000.00		260,000.00	
		9/6/2012	9/4/2013	9/3/2014	1.39%		130,000.00		130,000.00
		9/6/2012	9/4/2013	9/3/2014	1.04%		130,000.00		130,000.00
						<u>\$ 497,500.00</u>	<u>\$ 497,500.00</u>	<u>\$ 497,500.00</u>	<u>\$ 497,500.00</u>
Renewal							<u>\$ 497,500.00</u>	<u>\$ 497,500.00</u>	

**BOROUGH OF OAKLYN**  
**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>Date</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Balance Dec. 31, 2012</u>	<u>Issued</u>	<u>Budget Appropriation</u>	<u>Balance Dec. 31, 2013</u>
General Obligation Bonds of 2008	2-6-08	\$ 2,251,000.00	1-15-2014	\$ 100,000.00	4.000%				
			1-15-2015	105,000.00	4.000%				
			1-15-2016	105,000.00	4.000%				
			1-15-2017	110,000.00	4.000%				
			1-15-2018	115,000.00	4.000%				
			1-15-2019	120,000.00	4.000%				
			1-15-2020	125,000.00	4.100%				
			1-15-2021	130,000.00	4.100%				
			1-15-2022	135,000.00	4.100%				
			1-15-2023	140,000.00	4.100%				
			1-15-2024	145,000.00	4.100%				
			1-15-2025	155,000.00	4.100%				
			1-15-2026	160,000.00	4.100%				
			1-15-2027	161,000.00	4.100%			\$ 1,901,000.00	
General Obligation Bonds of 2008	2-6-08	2,515,000.00	1-15-2014	275,000.00	3.500%				
			1-15-2015	285,000.00	3.500%				
			1-15-2016	295,000.00	3.500%				
			1-15-2017	305,000.00	3.500%				
			1-15-2018	320,000.00	3.500%			1,745,000.00	265,000.00
						<u>\$ 3,646,000.00</u>	<u>\$ -</u>	<u>\$ 360,000.00</u>	<u>\$ 3,286,000.00</u>

**BOROUGH OF OAKLYN**  
**GENERAL CAPITAL FUND**  
Statement of New Jersey Environmental Infrastructure Loans Payable  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$ 622,760.56
Decreased by:	
Budget Appropriation - Paid by Current Fund	<u>59,510.97</u>
Balance Dec. 31, 2013	<u><u>\$ 563,249.59</u></u>

**BOROUGH OF OAKLYN**  
**GENERAL CAPITAL FUND**  
 Statement of Bonds and Notes Authorized But Not Issued  
 For The Year Ended December 31, 2013

Ordinance <u>Number</u>	<u>Improvement Description</u>	Ordinance <u>Date</u>	Balance Dec. 31, 2012 & 2013
General Improvements:			
1-2007	Reconstruction, Repair and Renovation to Streets and Roads	3-13-07	\$ 50,350.00
13-2007	Rehabilitation of Municipal Building Third Floor, Acquisition of Public Works and Fire Department Equipment, Acquisition of Emergency Generator, Demolition of "Olde Grads" Building and Installation of Municipal Building Roof	9-11-07	<div style="border-top: 1px solid black; display: inline-block; width: 100px;">490.00</div>
			<div style="border-top: 3px double black; display: inline-block; width: 100px;">\$ 50,840.00</div>

**SUPPLEMENTAL EXHIBITS**  
**PUBLIC ASSISTANCE FUND**

**BOROUGH OF OAKLYN**  
 Public Assistance Fund  
 Statement of Public Assistance Cash and Reconciliation per N.J.S. 40A:5-5--Treasurer  
 For the Year Ended December 31, 2013

		Public Assistance Fund I <u>Total</u>
Balance Dec. 31, 2012		\$ 856.45
Increased by:		
Interest on Investments		<u>3.42</u>
		859.87
Decreased by:		
Disbursed to Current Fund - Interest on Investments	\$ 3.20	
Interfund Returned	<u>0.55</u>	
		<u>3.75</u>
Balance Dec. 31, 2013		<u><u>\$ 856.12</u></u>

**BOROUGH OF OAKLYN**

**PART II**

**SCHEDULE OF FINDINGS AND RECOMMENDATIONS**

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

**BOROUGH OF OAKLYN**  
**Schedule of Findings and Recommendations**  
**For the Year Ended December 31, 2013**

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***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**

N.J.A.C. 5:30-5.6, Accounting for Governmental Fixed Assets requires all government units to have and maintain a fixed asset accounting and reporting system. The requirements include taking a physical inventory, valuing physical inventory, setting up property records, managing property and reporting fixed assets in the financial records.

**Condition**

The Borough did not maintain a record of general fixed assets as required by N.J.A.C. 5:30-5.6, Accounting for Governmental Fixed Assets.

**Context**

When N.J.A.C. 5:30-5.6, Accounting for Governmental Fixed Assets was first required, the Borough did not have the funds necessary to establish a fixed asset accounting record and believed if the State of New Jersey required compliance that the State should provide funding.

**Effect**

The Borough has no record accounting for its fixed assets.

**Cause**

The Borough does not possess the necessary funds needed to establish and maintain a fixed asset accounting system and believes that if the State of New Jersey requires this item, then the State should pay the costs associated with implementing a fixed asset accounting system.

**Recommendation**

That a fixed asset accounting system be established and maintained in accordance with N.J.A.C. 5:30-5.6, Accounting for Governmental Fixed Assets.

**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 OAKLYN**  
**Schedule of Findings and Recommendations**  
**For the Year Ended December 31, 2013**

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***Schedule of Financial Statement Findings (Cont'd)***

**Finding No. 2013-2**

**Criteria or Specific Requirement**

Governmental Accounting Standards Board (GASB) 45 requires employers to measure and report the cost and liabilities associated with other (than pension) postemployment benefits (OPEB).

**Condition**

The Borough did not comply with Governmental Accounting Standards Board (GASB) 45 which requires employers to measure and report the cost and liabilities associated with other (than pension) postemployment benefits (OPEB).

**Context**

The Borough currently pays health benefits for five retired employees. Funds are not available to pay the cost associated with an actuarial study necessary to determine the OPEB liability and as a result Mayor and Council decided that a study would not be performed.

**Effect**

Non-compliance with GASB 45 requirements and the long-term liability associated with OPEB is not known.

**Cause**

Money is not available to pay for an actuarial study.

**Recommendation**

That the Borough comply with Governmental Accounting Standards Board (GASB) 45 which requires employers to measure and report the cost and liabilities associated with other (than pension) postemployment benefits (OPEB).

**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 OAKLYN**  
**Summary Schedule of Prior Year Audit Findings**  
**and Recommendations as Prepared by Management**

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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**

**Finding No. 2012-1**

**Condition**

The Borough did not maintain a record of general fixed assets as required by N.J.A.C. 5:30-5.6, Accounting for Governmental Fixed Assets.

**Current Status**

The condition continues to exist. See Finding No. 2013-1.

**Planned Corrective Action**

The Borough will comply with the requirements contained in N.J.A.C. 5:30-5.6, Accounting for Governmental Fixed Assets when funds become available.

**Finding No. 2012-2**

**Condition**

The Borough did not comply with Governmental Accounting Standards Board (GASB) 45 which requires employers to measure and report the cost and liabilities associated with other (than pension) postemployment benefits (OPEB).

**Current Status**

The condition continues to exist. See Finding No. 2013-2.

**Planned Corrective Action**

The Borough will comply with Governmental Accounting Standards Board (GASB) 45 which requires employers to measure and report the cost and liabilities associated with other (than pension) postemployment benefits (OPEB) when funds become available.

**BOROUGH OF OAKLYN**  
**Officials in Office and Surety Bonds**

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

<u>Name</u>	<u>Title</u>	<u>Amount of Surety Bond</u>
Robert Forbes	Mayor	
James Rafferty	Council President	
Greg Brandley	Councilperson	
Ryan Kooi	Councilperson	
Ron Aron	Councilperson	
Jennifer DiMarco	Councilperson	
Charles Lehman	Councilperson	
Bonnie Taft	Borough Clerk, Deputy Tax Collector	\$1,000,000.00(A)
Judith Pierce	Tax Collector	1,000,000.00(A)
Timothy Higgins, Esq.	Solicitor	

(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.

**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

