

**TOWNSHIP OF HAINESPORT  
COUNTY OF BURLINGTON**

**REPORT OF AUDIT  
FOR THE YEAR ENDED  
DECEMBER 31, 2017**

**TOWNSHIP OF HAINESPORT**  
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**TOWNSHIP OF HAINESPORT**

**PART I**

**REPORT OF AUDIT OF FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED DECEMBER 31, 2017**

## **INDEPENDENT AUDITOR'S REPORT**

The Honorable Mayor and  
Members of the Township Committee  
Township of Hainesport  
Hainesport, New Jersey 08036

### **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 Township of Hainesport, in the County of Burlington, State of New Jersey, as of December 31, 2017 and 2016, and the related statements of operations and changes in fund balance - regulatory basis for the years then ended, and the related statement of revenues - regulatory basis, statement of expenditures - regulatory basis, and statement of general fixed asset group of accounts - regulatory basis for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Township'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; this includes 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 Township'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 Township'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 Accounting Principles Generally Accepted in the United States of America**

As described in note 1 to the financial statements, the financial statements are prepared by the Township 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 Accounting Principles Generally Accepted in the United States of America**

In our opinion, because of the significance of the matter discussed in the "*Basis for Adverse Opinion on Accounting Principles Generally Accepted in the United States of America*" 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 Township of Hainesport, in the County of Burlington, State of New Jersey, as of December 31, 2017 and 2016, or the results of its operations and changes in fund balance for the years then ended.

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

In our opinion, the financial statements referred to previously present fairly, in all material respects, the assets, liabilities, reserves and fund balance - regulatory basis of the various funds of the Township of Hainesport, in the County of Burlington, State of New Jersey, as of December 31, 2017 and 2016, 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, and general fixed asset group of accounts - regulatory basis, for the year ended December 31, 2017, in conformity with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, as described in note 1.

### **Other Matters**

#### *Other Information*

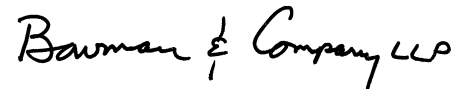
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's basic financial statements. The supplemental statements and schedules presented for the various funds, as listed in the table of contents, are presented for purposes of additional 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 supplemental statements and schedules 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 basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental statements and schedules described in the previous paragraph are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated May 21, 2018 on our consideration of the Township of Hainesport, in the County of Burlington, 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 solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Township of Hainesport's 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 Township of Hainesport's internal control over financial reporting and compliance.

Respectfully submitted,

A handwritten signature in black ink that reads "Bowman & Company LLP". The signature is written in a cursive, flowing style.

BOWMAN & COMPANY LLP  
Certified Public Accountants  
& Consultants

A handwritten signature in black ink that reads "R.P. Z". The signature is written in a cursive, flowing style.

Robert P. Nehila, Jr.  
Certified Public Accountant  
Registered Municipal Accountant

Voorhees, New Jersey  
May 21, 2018



**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 Township Committee  
Township of Hainesport  
Hainesport, New Jersey 08036

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 Township of Hainesport, in the County of Burlington, State of New Jersey, as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements, and have issued our report thereon dated May 21, 2018. That report indicated that the Township of Hainesport'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.

**Internal Control over Financial Reporting**

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

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

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

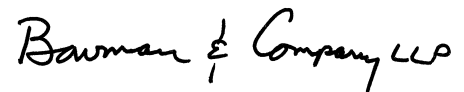
**Compliance and Other Matters**

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

**Purpose of this Report**

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

Respectfully submitted,



BOWMAN & COMPANY LLP  
Certified Public Accountants  
& Consultants



Robert P. Nehila, Jr.  
Certified Public Accountant  
Registered Municipal Accountant

Voorhees, New Jersey  
May 21, 2018

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**

Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis  
As of December 31, 2017 and 2016

<u>ASSETS</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Regular Fund:			
Cash - Treasurer	SA-1	\$ 6,302,215.28	\$ 5,989,512.95
Change Funds	SA-2	300.00	300.00
		<u>6,302,515.28</u>	<u>5,989,812.95</u>
Receivables and Other Assets with Full Reserves:			
Delinquent Property Taxes Receivable	SA-4	193,328.93	195,022.38
Tax Title Liens Receivable	SA-5	22,581.18	35,418.79
Property Acquired for Taxes (Assessed Valuation)	SA-16	506,200.00	366,200.00
Accounts Receivable	A	66.93	66.93
Due Trust Assessment Fund	SB-13	177,683.05	1,065.65
Due from Trust Other Fund	SB-7	117,994.45	24,088.02
Due from Animal Control Fund	SB-5		1,000.06
Due from General Capital Fund	SC-9		198,114.33
		<u>1,017,854.54</u>	<u>820,976.16</u>
		<u>7,320,369.82</u>	<u>6,810,789.11</u>
Federal and State Grant Fund:			
Federal and State Grants Receivable	SA-18	99,976.76	279,976.76
Due from Current Fund	SA-17	137,636.87	236,800.43
Due from General Capital Fund	C	17,924.79	17,924.79
		<u>255,538.42</u>	<u>534,701.98</u>
		<u>\$ 7,575,908.24</u>	<u>\$ 7,345,491.09</u>

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**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**

Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis  
As of December 31, 2017 and 2016

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Regular Fund:			
Liabilities:			
Appropriation Reserves	A-3;SA-7	\$ 690,224.12	\$ 721,957.73
Reserve for Encumbrances	A-3;SA-7	34,102.85	128,466.85
Prepaid Taxes	SA-8	631,619.19	117,627.82
Tax Overpayments	SA-9	4,574.54	9,053.40
Due to State of New Jersey			
Senior Citizens and Veterans' Deductions	SA-3	19,158.64	16,746.07
Training Fees- Surcharge	SA-10	3,646.00	
Marriage Licenses	SA-15	100.00	
Due County for Added and Omitted Taxes	SA-12	10,488.30	34,628.10
Local District School Taxes Payable	SA-13	449,945.17	244,181.17
Regional High School Taxes Payable	SA-14	479,192.20	407,290.22
Due to Federal and State Grant Fund	SA-17	137,636.87	236,800.43
Due to Trust - Municipal Open Space Fund	SB-9	730.10	166,927.44
Due to General Capital Fund	SC-9	16,640.00	
Due to Mt. Holly Sewer Authority	SA-1		36,930.00
Accounts Payable	A	22,550.49	22,550.49
		<u>2,500,608.47</u>	<u>2,143,159.72</u>
Reserve for Receivables and Other Assets	A	1,017,854.54	820,976.16
Fund Balance	A-1	3,801,906.81	3,846,653.23
		<u>7,320,369.82</u>	<u>6,810,789.11</u>
Federal and State Grant Fund:			
Reserve for Encumbrances	SA-20	3,759.13	44,243.65
Reserve for Federal and State Grants:			
Unappropriated	SA-19	14,600.88	
Appropriated	SA-20	237,178.41	490,458.33
		<u>255,538.42</u>	<u>534,701.98</u>
		<u>\$ 7,575,908.24</u>	<u>\$ 7,345,491.09</u>

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

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**

Statements of Operations and Changes in Fund Balance - Regulatory Basis  
For the Years Ended December 31, 2017 and 2016

	<u>2017</u>	<u>2016</u>
<u>Revenue and Other Income Realized</u>		
Fund Balance Utilized	\$ 867,000.00	\$ 800,000.00
Miscellaneous Revenue Anticipated	773,213.19	1,216,791.64
Receipts from Delinquent Taxes	157,982.83	147,848.35
Receipts from Current Taxes	17,916,631.25	17,502,413.89
Non-Budget Revenue	209,407.79	253,441.17
Other Credits to Income:		
Unexpended Balance of Appropriation Reserves	638,242.09	705,971.94
Canceled Tax Overpayments	1,747.88	
Reserves Liquidated:		
Due from General Capital Fund	198,114.33	95,398.00
Due from Trust Assessment Fund		31.29
Due from Animal Control Fund	1,000.06	
Total Income	<u>20,763,339.42</u>	<u>20,721,896.28</u>
<u>Expenditures</u>		
Budget Appropriations:		
Operations - Within "CAPS":		
Salaries and Wages	774,050.00	756,300.00
Other Expenses	1,882,950.00	1,903,806.00
Deferred Charges and Statutory Expenditures		
Within "CAPS"	130,544.00	123,229.00
Operations - Excluded from "CAPS":		
Other Expenses	132,096.29	594,894.34
Capital Improvements - Excluded from "CAPS"	417,000.00	476,000.00
Deferred Charges - Excluded from "CAPS"	72,438.00	72,438.00
Municipal Debt Service - Excluded from "CAPS"	545,419.72	617,050.77
County Taxes	3,292,063.91	3,262,457.37
Due County for Added and Omitted Taxes	10,488.30	34,628.10
Local District School Taxes	8,651,442.00	8,239,914.00
Regional High School Taxes	3,419,201.00	3,275,397.00
Municipal Open Space Tax	230,176.56	228,440.50
Municipal Open Space Tax - Added Taxes	730.10	2,420.89
Senior Citizens' Deductions Disallowed by		
Collector - Prior Year Taxes		250.00
Refund of Prior Year Revenue - Tax Appeals	111,462.13	21,966.33
Due Senior Citizens and Veterans - Taxation Audit	500.00	
Other		37.47
Reserves Created:		
Due from Trust Assessment Fund	176,617.40	
Due from Animal Control Fund		1,000.06
Due from Trust Other Fund	93,906.43	24,088.02
Total Expenditures	<u>19,941,085.84</u>	<u>19,634,317.85</u>
Statutory Excess to Fund Balance	822,253.58	1,087,578.43
<u>Fund Balance</u>		
Balance January 1	<u>3,846,653.23</u>	<u>3,559,074.80</u>
	4,668,906.81	4,646,653.23
Decreased by:		
Utilization as Anticipated Revenue	<u>867,000.00</u>	<u>800,000.00</u>
Balance December 31	<u><u>\$ 3,801,906.81</u></u>	<u><u>\$ 3,846,653.23</u></u>

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

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of Revenues - Regulatory Basis  
For the Year Ended December 31, 2017

	<u>Anticipated</u>	<u>Special</u>		<u>Excess or</u>
	<u>Budget</u>	<u>N.J.S.40A:4-87</u>	<u>Realized</u>	<u>(Deficit)</u>
Surplus Anticipated	\$ 867,000.00		\$ 867,000.00	
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	15,000.00		20,000.00	\$ 5,000.00
Other	19,000.00		14,984.00	(4,016.00)
Fees and Permits	40,500.00		33,912.00	(6,588.00)
Interest on Costs and Taxes	36,700.00		40,846.29	4,146.29
Interest and Costs on Assessments	23,900.00		24,799.71	899.71
Interest on Investments and Deposits	16,100.00		20,495.84	4,395.84
Recreation Fees	25,700.00		23,344.00	(2,356.00)
Energy Receipts Tax	379,764.00		379,764.00	
Uniform Construction Code Fees	174,400.00		148,170.07	(26,229.93)
Public and Private Revenues Off-Set with Appropriations:				
NJ DEP - Clean Communities Program		\$ 14,396.29	14,396.29	
Special Items of General Revenue Anticipated with Prior Written				
Consent of Director of Local Gov't Services - Other Special Items:				
Railroad User Fees	40,100.00		52,500.99	12,400.99
	771,164.00	14,396.29	773,213.19	(12,347.10)
Receipts from Delinquent Taxes	151,100.00		157,982.83	6,882.83
Amounts to be Raised by Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes including				
Reserve for Uncollected Taxes	2,443,707.51		2,527,459.89	83,752.38
Budget Totals	4,232,971.51	14,396.29	4,325,655.91	78,288.11
Non-Budget Revenues			209,407.79	209,407.79
	<u>\$ 4,232,971.51</u>	<u>\$ 14,396.29</u>	<u>\$ 4,535,063.70</u>	<u>\$ 287,695.90</u>

(Continued)

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of Revenues - Regulatory Basis  
For the Year Ended December 31, 2017

Analysis of Realized Revenue

Allocation of Current Tax Collections:	
Revenues from Collections	\$ 17,916,631.25
Allocated to:	
School, County and Local Open Space Taxes	<u>15,604,101.87</u>
	2,312,529.38
Increased by:	
Appropriation "Reserve for Uncollected Taxes"	<u>214,930.51</u>
Amount for Support of Municipal	
Budget Appropriations	<u><u>\$ 2,527,459.89</u></u>
Receipts from Delinquent Taxes:	
Delinquent Tax Collections	\$ 157,309.58
Tax Title Liens	<u>673.25</u>
	<u><u>\$ 157,982.83</u></u>

Analysis of Non-Budget Revenues

Miscellaneous Revenue not Anticipated:	
Interest on Connection Fees	\$ 653.90
Comcast Franchise Fee	42,505.49
PILOT - Davenport Village	58,127.90
Sale of Assets	96.00
LEA Rebates	20,270.28
NJEIT Savings Credits	73,376.89
Senior Citizen and Vet Admin Fee	1,517.70
JIF Wellness & Safety Award	4,795.00
Homestead Rebate Administrative Fee	291.00
Miscellaneous	<u>7,773.63</u>
	<u><u>\$ 209,407.79</u></u>

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

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of Expenditures - Regulatory Basis  
For the Year Ended December 31, 2017

	Appropriations		Expended			Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	
OPERATIONS - WITHIN "CAPS"						
General Government						
Administrative and Executive:						
Salaries and Wages	\$ 83,000.00	\$ 83,000.00	\$ 69,777.21		\$ 13,222.79	
Other Expenses	7,550.00	7,550.00	3,509.99		4,040.01	
Mayor and Committee:						
Salaries and Wages	26,150.00	26,150.00	25,637.10		512.90	
Other Expenses	12,850.00	12,850.00	12,367.94		482.06	
Municipal Clerk:						
Salaries and Wages	42,000.00	42,000.00	36,661.76		5,338.24	
Other Expenses	20,150.00	20,150.00	15,855.55	\$ 93.48	4,200.97	
Elections	5,000.00	5,000.00	3,092.47		1,907.53	
Financial Administration:						
Salaries and Wages	57,000.00	57,000.00	52,720.03		4,279.97	
Other Expenses	37,350.00	37,350.00	35,253.46	105.40	1,991.14	
Annual Audit	26,000.00	26,000.00	26,000.00			
Computerized Data Processing:						
Salaries and Wages	3,100.00	3,100.00	3,047.83		52.17	
Other Expenses	9,900.00	11,900.00	11,133.18		766.82	
Assessment of Taxes:						
Salaries and Wages	27,000.00	27,000.00	25,973.55		1,026.45	
Other Expenses	6,700.00	6,700.00	2,051.20		4,648.80	
Collection of Taxes:						
Salaries and Wages	98,000.00	98,000.00	93,739.46		4,260.54	
Other Expenses	11,800.00	11,800.00	9,750.56		2,049.44	
Legal Services and Costs:						
Other Expenses	82,500.00	82,500.00	58,027.69	10,479.01	13,993.30	
Engineering Services and Costs:						
Other Expenses	31,000.00	31,000.00	27,489.82		3,510.18	
Economic Development:						
Other Expenses	1,000.00	1,000.00			1,000.00	
Land Use Administration						
Planning Board:						
Salaries and Wages	7,200.00	7,200.00	6,759.66		440.34	
Other Expenses	43,200.00	43,200.00	7,609.97	385.00	35,205.03	
Zoning Officer:						
Salaries and Wages	10,800.00	10,800.00	10,111.46		688.54	
Other Expenses	1,250.00	1,250.00	650.50		599.50	
Code Enforcement Officer:						
Salaries and Wages	7,600.00	7,600.00	7,527.54		72.46	
Other Expenses	650.00	650.00	147.61		502.39	

(Continued)



**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of Expenditures - Regulatory Basis  
For the Year Ended December 31, 2017

	Appropriations		Expended			Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	
OPERATIONS - WITHIN "CAPS" (CONT'D)						
<u>Insurance</u>						
Liability Insurance	\$ 115,000.00	\$ 115,000.00	\$ 111,599.00		\$ 3,401.00	
Group Insurance Plan for Employees	310,000.00	310,000.00	298,420.48		11,579.52	
<u>Public Safety</u>						
Police:						
Salaries and Wages	6,000.00	6,000.00	4,937.37		1,062.63	
Other Expenses	200.00	200.00			200.00	
Office of Emergency Management Services:						
Other Expenses	750.00	750.00	226.02		523.98	
Aid to Volunteer Fire Company	90,000.00	90,000.00	90,000.00			
First Aid Organization-Contribution	30,000.00	30,000.00			30,000.00	
Fire Marshall:						
Salaries and Wages	17,500.00	17,500.00	16,827.00		673.00	
Other Expenses	124,100.00	124,100.00	95,741.10	\$ 8,411.84	19,947.06	
<u>Public Works</u>						
Road Repair and Maintenance:						
Salaries and Wages	315,000.00	315,000.00	221,053.30		93,946.70	
Other Expenses	51,450.00	51,450.00	16,108.57	1,208.59	34,132.84	
Solid Waste Collection - Contractual	156,000.00	156,000.00	144,725.92	165.00	11,109.08	
Recycling Program:						
Other Expenses	17,000.00	17,000.00	239.50		16,760.50	
Public Buildings and Grounds:						
Other Expenses	51,500.00	51,500.00	26,424.85	533.23	24,541.92	
Vehicle Maintenance:						
Other Expenses	25,000.00	25,000.00	12,975.29		12,024.71	
<u>Health and Welfare</u>						
Board of Health:						
Salaries and Wages	1,300.00	1,300.00	1,183.86		116.14	
Other Expenses	300.00	300.00			300.00	
Employee Immunization:						
Other Expenses	1,000.00	1,000.00			1,000.00	
Environmental Commission:						
Other Expenses	3,700.00	3,700.00	735.02		2,964.98	
Contributions to Social Services Agencies	700.00	700.00	350.00		350.00	
Parks and Recreation:						
Salaries and Wages	20,000.00	20,000.00	11,052.11		8,947.89	
Other Expenses	39,000.00	39,000.00	24,060.68	180.00	14,759.32	
Celebration of Public Events:						
Other Expenses	2,000.00					
Animal Control Regulation:						
Salaries and Wages	1,000.00	1,000.00			1,000.00	
Other Expenses	1,000.00	1,000.00			1,000.00	

(Continued)

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of Expenditures - Regulatory Basis  
For the Year Ended December 31, 2017

	<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>Encumbered</u>	<u>Reserved</u>	
<u>OPERATIONS - WITHIN "CAPS" (CONT'D)</u>						
<u>Utility Expenses and Bulk Purchases</u>						
Postage	\$ 16,200.00	\$ 16,200.00	\$ 15,808.97		\$ 391.03	
Electricity	35,000.00	35,000.00	16,291.68		18,708.32	
Street Lighting	120,000.00	120,000.00	81,729.48		38,270.52	
Telephone	25,000.00	25,000.00	12,681.78		12,318.22	
Water	5,000.00	5,000.00	4,147.17	\$ 359.14	493.69	
Gas	17,500.00	17,500.00	8,387.30		9,112.70	
Fuel Oil	500.00	500.00			500.00	
Gasoline	35,000.00	35,000.00	15,068.92	2,332.84	17,598.24	
Sewer	500.00	500.00			500.00	
Sewer Connection Fees	52,000.00	52,000.00			52,000.00	
Landfill/Solid Waste Disposal Costs	220,000.00	220,000.00	180,978.27		39,021.73	
COAH Administration:						
Salaries and Wages	16,000.00	16,000.00			16,000.00	
Other Expenses	25,500.00	25,500.00			25,500.00	
<u>Uniform Construction Code -</u>						
<u>Appropriations Offset by Dedicated Revenues (N.J.A.C. 5:23-4-17)</u>						
State Uniform Construction Code:						
Salaries and Wages	35,400.00	35,400.00	34,098.06		1,301.94	
Other Expenses	15,150.00	15,150.00	13,025.65	386.93	1,737.42	
Total Operations - Within "CAPS"	2,657,000.00	2,657,000.00	2,003,772.89	24,640.46	628,586.65	
Detail:						
Salaries and Wages	774,050.00	774,050.00	621,107.30		152,942.70	
Other Expenses	1,882,950.00	1,882,950.00	1,382,665.59	24,640.46	475,643.95	
<u>Statutory Expenditures</u>						
Contribution to:						
Public Employees' Retirement System	59,144.00	59,144.00	59,143.49		0.51	
Social Security System (O.A.S.I.)	65,000.00	65,000.00	45,890.13		19,109.87	
Defined Contribution Retirement Program	1,400.00	1,400.00	150.48		1,249.52	
Unemployment Insurance	5,000.00	5,000.00	651.66		4,348.34	
Total Deferred Charges and Statutory Expenditures Municipal - Within "CAPS"	130,544.00	130,544.00	105,835.76		24,708.24	
Total General Appropriations for Municipal Purposes Within "CAPS"	2,787,544.00	2,787,544.00	2,109,608.65	24,640.46	653,294.89	

(Continued)

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of Expenditures - Regulatory Basis  
For the Year Ended December 31, 2017

	<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>Encumbered</u>	<u>Reserved</u>	
<b><u>OPERATIONS - EXCLUDED FROM "CAPS"</u></b>						
Recycling Tax (N.J.S.A. 13:1E-96.5)	\$ 9,700.00	\$ 9,700.00			\$ 9,700.00	
NJPDES Stormwater Permit (N.J.S.A. 40A:4-45.3(cc)):						
Other Expenses	20,000.00	20,000.00	\$ 7,562.45		12,437.55	
Construction Office - Interlocal Service Agreement:						
Other Expenses	85,000.00	85,000.00	73,931.21	\$ 6,687.12	4,381.67	
<b><u>Public and Private Programs Off-Set by Revenues:</u></b>						
Municipal Alliance on Alcoholism and Drug Abuse - Local Share	3,000.00	3,000.00			3,000.00	
NJ DEP - Clean Communities						
Program (N.J.S.40A:4-87 \$14,396.29)		14,396.29	14,396.29			
<b>Total Operations - Excluded from "CAPS"</b>	<b>117,700.00</b>	<b>132,096.29</b>	<b>95,889.95</b>	<b>6,687.12</b>	<b>29,519.22</b>	
<b>Detail:</b>						
Salaries and Wages						
Other Expenses	117,700.00	132,096.29	95,889.95	6,687.12	29,519.22	
<b><u>CAPITAL IMPROVEMENTS - EXCLUDED FROM "CAPS"</u></b>						
Capital Improvement Fund	357,000.00	357,000.00	357,000.00			
Acquisition of Computers and Equipment	10,000.00	10,000.00	2,200.00	2,329.00	5,471.00	
Acquisition of Equipment and Vehicles	12,000.00	12,000.00	11,567.99		432.01	
Acquisition of Traffic Calming Devices	10,000.00	10,000.00	8,493.00		1,507.00	
Acquisition of Fire Safety Equipment	28,000.00	28,000.00	27,553.73	446.27		
<b>Total Capital Improvements Excluded from "CAPS"</b>	<b>417,000.00</b>	<b>417,000.00</b>	<b>406,814.72</b>	<b>2,775.27</b>	<b>7,410.01</b>	

(Continued)

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of Expenditures - Regulatory Basis  
For the Year Ended December 31, 2017

	<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>Encumbered</u>	<u>Reserved</u>	
<b><u>MUNICIPAL DEBT SERVICE - EXCLUDED FROM "CAPS"</u></b>						
Payment of Bond Principal	\$ 331,702.00	\$ 331,702.00	\$ 331,702.00			
Payment of Bond Anticipation Notes and Capital Notes	135,200.00	135,200.00	72,500.00			\$ 62,700.00
Interest on Bonds	120,851.00	120,851.00	105,632.79			15,218.21
Interest on Notes	4,506.00	4,506.00	4,493.33			12.67
Green Trust Loan Program:						
Loan Repayments for Principal and Interest	31,100.00	31,100.00	31,091.60			8.40
Total Municipal Debt Service Excluded from "CAPS"	623,359.00	623,359.00	545,419.72			77,939.28
<b><u>DEFERRED CHARGES - EXCLUDED FROM "CAPS"</u></b>						
Ord 2000 13-8 (Construction of Sewerage Conveyance System)	72,438.00	72,438.00	72,438.00			
Total General Appropriations for Municipal Purposes Excluded from "CAPS"	1,230,497.00	1,244,893.29	1,120,562.39	\$ 9,462.39	\$ 36,929.23	77,939.28
Subtotal General Appropriations	4,018,041.00	4,032,437.29	3,230,171.04	34,102.85	690,224.12	77,939.28
Reserve for Uncollected Taxes	214,930.51	214,930.51	214,930.51			
Total General Appropriations	<u>\$ 4,232,971.51</u>	<u>\$ 4,247,367.80</u>	<u>\$ 3,445,101.55</u>	<u>\$ 34,102.85</u>	<u>\$ 690,224.12</u>	<u>\$ 77,939.28</u>
Budget		\$ 4,232,971.51				
Appropriation by 40A:4-87		14,396.29				
		<u>\$ 4,247,367.80</u>				
Reserve for Federal and State Grants Appropriated			\$ 14,396.29			
Reserve for Uncollected Taxes			214,930.51			
Due to General Capital Fund:						
Deferred Charges to Future Taxation Unfunded			72,438.00			
Capital Improvement Fund			357,000.00			
Refunds of Current Year Appropriations			(768.00)			
Disbursed			2,787,104.75			
			<u>\$ 3,445,101.55</u>			

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

**TOWNSHIP OF HAINESPORT**  
**TRUST FUND**  
 Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis  
 As of December 31, 2017 and 2016

<u>ASSETS</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Assessment Fund:			
Cash	SB-1; SB-3	\$ 1,420,468.18	\$ 1,489,883.67
Due Bank	SB-1	0.50	
Assessments Receivable	SB-11	491,563.95	725,531.22
		<u>1,912,032.63</u>	<u>2,215,414.89</u>
Animal Control Trust Fund:			
Cash	SB-1	8,776.81	9,848.46
		<u>8,776.81</u>	<u>9,848.46</u>
Other Funds:			
Cash - Treasurer	SB-1	809,416.31	780,378.14
Cash - Collector	SB-2	200,585.81	113,576.89
		<u>1,010,002.12</u>	<u>893,955.03</u>
Municipal Open Space Fund:			
Cash	SB-1	532,347.03	194,501.43
Due from Current Fund	SB-9	730.10	166,927.44
Due from General Capital Fund	C	65,000.00	65,000.00
		<u>598,077.13</u>	<u>426,428.87</u>
		<u>\$ 3,528,888.69</u>	<u>\$ 3,545,647.25</u>

(Continued)

**TOWNSHIP OF HAINESPORT**  
**TRUST FUND**

Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis  
As of December 31, 2017 and 2016

<u>LIABILITIES AND RESERVES</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Assessment Fund:			
Due Current Fund	SB-13	\$ 177,683.05	\$ 1,065.65
Waste Water Treatment Loans Payable	SB-12	1,577,005.66	2,057,005.32
Fund Balance	B	<u>157,343.92</u>	<u>157,343.92</u>
		<u>1,912,032.63</u>	<u>2,215,414.89</u>
Animal Control Trust Fund			
Due to State of New Jersey	SB-6	7.20	4.80
Due to Current Fund	SB-5		1,000.06
Reserve for Animal Control Fund Expenditures	SB-4	<u>8,769.61</u>	<u>8,843.60</u>
		<u>8,776.81</u>	<u>9,848.46</u>
Other Funds:			
Due to Current Fund	SB-7	117,994.45	24,088.02
Due to Public Assistance Fund - Recreation Account	F	3,271.82	3,271.82
Reserve for Planning and Zoning Board Escrow	SB-8	107,140.14	161,942.37
Reserve for Recreation Commission	SB-8	93,547.69	94,393.92
Reserve for Affordable Housing	SB-8	470,427.84	479,898.52
Premiums Received at Tax Sale	SB-8	133,700.00	67,300.00
Reserve for Fire Safety Fund	SB-8	7,362.88	7,362.88
Reserve for Tax Title Lien Redemption	SB-8	72,527.32	51,918.40
Reserve for Payroll Deductions	SB-8	<u>4,029.98</u>	<u>3,779.10</u>
		<u>1,010,002.12</u>	<u>893,955.03</u>
Municipal Open Space Fund:			
Reserve for Future Use	SB-10	<u>598,077.13</u>	<u>426,428.87</u>
		<u>598,077.13</u>	<u>426,428.87</u>
		<u>\$ 3,528,888.69</u>	<u>\$ 3,545,647.25</u>

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

**TOWNSHIP OF HAINESPORT**  
**TRUST ASSESSMENT FUND**  
Statement of Revenues - Regulatory Basis  
For the Year Ended December 31, 2017

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	Anticipated <u>Budget</u>	<u>Realized</u>	Excess or <u>(Deficit)</u>
Assessment Cash	<u>\$ 480,000.00</u>	<u>\$ 479,999.66</u>	<u>\$ 0.34</u>

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

**TOWNSHIP OF HAINESPORT**  
**TRUST ASSESSMENT FUND**  
Statement of Expenditures - Regulatory Basis  
For the Year Ended December 31, 2017

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	<u>Appropriations</u>		<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Canceled</u>
	<u>Original Budget</u>	<u>Budget After Modification</u>			
Payment of Bond Principal	<u>\$ 480,000.00</u>	<u>\$ 480,000.00</u>	<u>\$ 479,999.66</u>	<u>\$ -</u>	<u>\$ 0.34</u>

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



**TOWNSHIP OF HAINESPORT**  
**MUNICIPAL OPEN SPACE TRUST FUND**  
 Statements of Operations and Changes in Reserve for Future Use - Regulatory Basis  
 For the Years Ended December 31, 2017 and 2016

	<u>2017</u>	<u>2016</u>
REVENUE REALIZED:		
Amount to be Raised by Taxation	\$ 230,906.66	\$ 230,861.39
Reserve for Future Use	99,823.44	103,414.50
Miscellaneous - Insurance Reimbursement		5,564.00
	<hr/>	<hr/>
Total Revenue	330,730.10	339,839.89
	<hr/>	<hr/>
EXPENDITURES:		
Budget Appropriations:		
Maintenance of Lands for Recreation and Conservation	54,102.05	118,917.39
Acquisition of Lands for Recreation and Conservation	5,156.35	22,243.65
Payment of Bond Anticipation Notes and Capital Notes		70,000.00
	<hr/>	<hr/>
Total Expenditures	59,258.40	211,161.04
	<hr/>	<hr/>
Excess to Reserve	271,471.70	128,678.85
RESERVE FOR FUTURE USE:		
Balance January 1,	426,428.87	401,164.52
	<hr/>	<hr/>
	697,900.57	529,843.37
Decreased by:		
Reserve for Future Use Anticipated	99,823.44	103,414.50
	<hr/>	<hr/>
Balance December 31,	\$ 598,077.13	\$ 426,428.87
	<hr/> <hr/>	<hr/> <hr/>

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

**TOWNSHIP OF HAINESPORT**  
**TRUST- MUNICIPAL OPEN SPACE FUND**  
**Statement of Revenues - Regulatory Basis**  
**For the Year Ended December 31, 2017**

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	<u>Anticipated Budget</u>	<u>Realized</u>	Excess or <u>(Deficit)</u>
Amount to be Raised by Taxation	\$ 230,176.56	\$ 230,906.66	\$ 730.10
Reserve for Future Use	<u>99,823.44</u>	<u>99,823.44</u>	
	<u><u>\$ 330,000.00</u></u>	<u><u>\$ 330,730.10</u></u>	<u><u>\$ 730.10</u></u>

Analysis of Amount to be Raised by Taxation

Current Year Levy	\$ 230,176.56
Added/Omitted Tax Levy	<u>730.10</u>
	<u><u>\$ 230,906.66</u></u>

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

**TOWNSHIP OF HAINESPORT**  
**TRUST - MUNICIPAL OPEN SPACE FUND**  
**Statement of Expenditures - Regulatory Basis**  
**For the Year Ended December 31, 2017**

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	<u>Appropriations</u>		<u>Paid or</u>	<u>Unexpended</u>
	<u>Original</u>	<u>Budget After</u>	<u>Charged</u>	<u>Balance</u>
	<u>Budget</u>	<u>Modification</u>		<u>Canceled</u>
Maintenance of Lands for Recreation and Conservation:				
Other Expenses	\$ 170,000.00	\$ 170,000.00	\$ 54,102.05	\$ 115,897.95
Acquisition of Lands for Recreation and Conservation	90,000.00	90,000.00	5,156.35	84,843.65
Payment of Bond Anticipation Notes and Capital Notes	70,000.00	70,000.00		70,000.00
	<u>\$ 330,000.00</u>	<u>\$ 330,000.00</u>	<u>\$ 59,258.40</u>	<u>\$ 270,741.60</u>

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

**TOWNSHIP OF HAINESPORT**  
**GENERAL CAPITAL FUND**

Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis  
As of December 31, 2017 and 2016

<u>ASSETS</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Cash	SC-1	\$ 186,494.76	\$ 4,255.25
Due from Current Fund	SC-9	16,640.00	
Due from Bank	C	183.63	183.63
Due from Burlington County - Open Space Grant	SC-3	16,320.00	32,960.00
Deferred Charges to Future Taxation - Funded	SC-5	1,222,950.90	1,582,660.18
Deferred Charges to Future Taxation - Unfunded	SC-6	2,114,940.89	1,661,378.89
		<u>\$ 3,557,530.18</u>	<u>\$ 3,281,437.95</u>
 <u>LIABILITIES, RESERVES</u> <u>AND FUND BALANCE</u>			
Due to Grant Fund	A	\$ 17,924.79	\$ 17,924.79
Due to Current Fund	SC-9		198,114.33
Due to Trust - Municipal Open Space Fund	B	65,000.00	65,000.00
Bond Anticipation Notes	SC-10	369,250.00	441,750.00
Waste Water Treatment Loans Payable	SC-11	1,089,785.34	1,421,487.14
Green Acres Assistance Loan Payable	SC-12	133,165.56	161,173.04
Reserve for Encumbrances	SC-7	63,166.00	
Improvement Authorizations:			
Funded	SC-8	238,783.84	150,365.29
Unfunded	SC-8	1,051,443.79	467,794.52
Reserve for Interest	C	24,786.67	24,786.67
Reserve for Preliminary Expenses:			
Purchase of Land for Open Space	C	9,995.26	9,995.26
Capital Improvement Fund	SC-4	397,952.00	311,000.00
Fund Balance	C-1	96,276.93	12,046.91
		<u>\$ 3,557,530.18</u>	<u>\$ 3,281,437.95</u>

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

**TOWNSHIP OF HAINESPORT**  
**GENERAL CAPITAL FUND**  
Statement of Fund Balance - Regulatory Basis  
For the Year Ended December 31, 2017

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Balance December 31, 2016	\$ 12,046.91
Increased by:	
Cancellation of Funded Improvement Authorizations	<u>84,230.02</u>
Balance December 31, 2017	<u><u>\$ 96,276.93</u></u>

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

**TOWNSHIP OF HAINESPORT**  
**PUBLIC ASSISTANCE TRUST FUND**  
 Statements of Assets, Liabilities and Reserves - Regulatory Basis  
 As of December 31, 2017 and 2016

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<u>ASSETS</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Due from Trust Other (Recreation)	B	\$ 3,271.82	\$ 3,271.82
		<u>\$ 3,271.82</u>	<u>\$ 3,271.82</u>
 <u>RESERVES</u>			
Reserve for Public Assistance	F	\$ 3,271.82	\$ 3,271.82

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

**TOWNSHIP OF HAINESPORT**  
**GENERAL FIXED ASSET ACCOUNT GROUP**  
Statement of General Fixed Assets Group of Accounts - Regulatory Basis  
For the Year Ended December 31, 2017

	Balance <u>Dec. 31, 2016</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>Dec. 31, 2017</u>
General Fixed Assets:				
Land and Improvements	\$ 2,531,271.08	\$ 188,094.00		\$ 2,719,365.08
Buildings and Improvements	3,454,261.90			3,454,261.90
Vehicles	2,172,928.00	48,135.00	\$ 55,000.00	2,166,063.00
Machinery and Equipment	<u>324,740.00</u>	<u>11,567.99</u>		<u>336,307.99</u>
Total General Fixed Assets	<u>\$ 8,483,200.98</u>	<u>\$ 247,796.99</u>	<u>\$ 55,000.00</u>	<u>\$ 8,675,997.97</u>
Total Investments in General Fixed Assets	<u>\$ 8,483,200.98</u>	<u>\$ 247,796.99</u>	<u>\$ 55,000.00</u>	<u>\$ 8,675,997.97</u>

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

**TOWNSHIP OF HAINESPORT**  
Notes to Financial Statements  
For the Year Ended December 31, 2017

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

**Description of Financial Reporting Entity** - The Township of Hainesport (hereafter referred to as the "Township") was incorporated in 1924 and is located in southwest New Jersey approximately thirty miles northeast of the City of Philadelphia. The population according to the 2010 census is 6,110.

The form of Government is known as Township pursuant to N.J.S.A. 40A:63-1et seq. The government consists of five Committee Members who are elected at large to three year staggered terms. The Mayor is elected from and by the Members of the Committee and serves a one year term. Under the statutes the Mayor is the head of the government and acts as the executive branch. The Committee acts as the legislative branch of government and has executive powers not assigned to the Mayor.

**Component Units** - The Township had no component units as defined by Governmental Accounting Standards Board Statement No. 14, as amended by GASB Statements No. 39, No. 61 and No. 80.

**Measurement Focus, Basis of Accounting and Financial Statement Presentation** - The financial statements of the Township contain all funds and account groups in accordance with the *Requirements of Audit* (the "*Requirements*") 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* 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 Township accounts for its financial transactions through the use of separate funds and an account group 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.

**General Fixed Asset Group of Accounts** - The general fixed asset group of accounts is utilized to account for property, land, buildings, and equipment that have been acquired by other governmental funds.



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

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

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

Budgets are adopted on the same basis of accounting utilized for the preparation of the Township'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; therefore, unrealized gains or losses on investments have not been recorded.

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 Township requires it to deposit funds in public depositories protected from loss under the provisions of the Act.

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

**Inventories 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.

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

**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's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Part 200, §200.12), except that the useful life of such property is at least five years. The Township has adopted a capitalization threshold of \$5,000.00, 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 acquisition value as of the date of the transaction. 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 Township 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 asset group of accounts, reflecting the activity for the year, must be included in the Township'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 include 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.

**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 asset group of accounts. If such property is converted to a municipal use, it will be recorded in the general fixed asset group of accounts.

**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.

**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 is realized when anticipated as such in the Township's budget. Receivables for property taxes are recorded with offsetting reserves on the statement of assets, liabilities, reserves and fund balance of the Township's current fund; accordingly, such amounts are not recorded as revenue until collected. Other amounts that are due to the Township 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 Township's annual budget, but also the amounts required in support of the budgets of the County of Burlington, the Township of Hainesport School District and the Rancocas Valley Regional High School District. Unpaid property taxes are subject to tax sale in accordance with the statutes.

**School Taxes** - The Township is responsible for levying, collecting, and remitting school taxes for the Township of Hainesport School District and the Rancocas Valley Regional High School District. For both school districts, operations is charged for the Township's share of the amount required to be raised by taxation for the period from July 1 to June 30, increased by the amount deferred at December 31, 2016 and decreased by the amount deferred at December 31, 2017.

**County Taxes** - The municipality is responsible for levying, collecting, and remitting county taxes for the County of Burlington. County taxes are determined on a calendar year by the County Board of Taxation based upon the ratables required to be certified to them on January 10 of each year. Operations is charged for the amount due to 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 Township's annual budget protects the Township 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 and interest payments on outstanding general capital bonds and notes are provided on the cash basis.

**Appropriation Reserves** - Appropriation reserves covering unexpended appropriation balances are automatically created at year-end and recorded as liabilities, except for amounts which may be 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 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.

**Pensions** - For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Public Employees' Retirement System (PERS), and additions to/deductions from PERS' fiduciary net position have been determined on the same basis as they are reported by the plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

**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 Township's deposits might not be recovered. Although the Township 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 \$250,000.00 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 agency funds such as salary withholdings, bail funds, or funds that may pass to the municipality relative to the happening of a future condition. Such funds are classified as uninsured and uncollateralized.

As of December 31, 2017, the Township's bank balances of \$9,344,758.12 were exposed to custodial credit risk as follows:

Insured by FDIC and GUDPA	\$ 9,108,996.83
Uninsured and Uncollateralized	<u>235,761.29</u>
Total	<u><u>\$ 9,344,758.12</u></u>

**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 calendar years:

	<u>Year Ended</u>				
	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Tax Rate	<u>\$ 2.351</u>	<u>\$ 2.300</u>	<u>\$ 2.250</u>	<u>\$ 2.127</u>	<u>\$ 2.076</u>
Apportionment of Tax Rate:					
Municipal	\$ .318	\$ .328	\$ .316	\$ .300	\$ .285
County	0.431	0.430	0.425	0.391	0.394
Local School	1.127	1.082	1.067	1.051	1.029
Regional School	.445	.430	.412	.355	.338
Municipal Open Space	.030	.030	.030	.030	.030

**Assessed Valuation**

<u>Year</u>	<u>Amount</u>
2017	\$ 767,255,206.00
2016	761,468,346.00
2015	761,053,271.00
2014	762,750,681.00
2013	761,429,106.00

**Comparison of Tax Levies and Collections**

<u>Year</u>	<u>Tax Levy</u>	<u>Collections</u>	<u>Percentage of Collections</u>
2017	\$ 18,107,136.80	\$ 17,916,631.25	98.95%
2016	17,703,301.14	17,502,413.89	98.87%
2015	17,161,101.14	16,994,143.44	99.03%
2014	16,259,284.22	16,040,913.81	98.66%
2013	15,862,963.49	15,710,228.99	99.04%

**Note 3: PROPERTY TAXES (CONT'D)**

Five-year comparison of certain statistical information relative to property taxes and property tax collections for the current and previous four calendar years (cont'd):

**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>
2017	\$ 22,581.18	\$ 193,328.93	\$ 215,910.11	1.19%
2016	35,418.79	195,022.38	230,441.17	1.30%
2015	29,850.49	163,865.16	193,715.65	1.13%
2014	23,077.44	163,521.81	186,599.25	1.15%
2013	19,785.09	131,505.01	151,290.10	0.95%

The following comparison is made of the number of tax title liens receivable on December 31 for the current and previous four calendar years:

<u>Year</u>	<u>Number</u>
2017	5
2016	5
2015	5
2014	4
2013	4

**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>
2017	\$ 506,200.00
2016	366,200.00
2015	366,200.00
2014	366,200.00
2013	366,200.00

**Note 5: FUND BALANCES APPROPRIATED**

The following schedules detail 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 December 31,</u>	<u>Utilized in Budget of Succeeding Year</u>	<u>Percentage of Fund Balance Used</u>
2017	\$ 3,801,906.81	\$ 850,000.00	22.36%
2016	3,846,653.23	867,000.00	22.54%
2015	3,559,074.80	800,000.00	22.48%
2014	2,668,712.82	800,000.00	29.98%
2013	3,083,070.35	900,000.00	29.19%

**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, 2017:

<u>Fund</u>	<u>Interfunds Receivable</u>	<u>Interfunds Payable</u>
Current	\$ 295,677.50	\$ 155,006.97
Federal and State Grant	155,561.66	
Trust - Assessment		177,683.05
Trust - Municipal Open Space	65,730.10	
Trust - Other		121,266.27
General Capital	16,640.00	82,924.79
Public Assistance	3,271.82	
Totals	<u>\$ 536,881.08</u>	<u>\$ 536,881.08</u>

The interfund receivables and payables above predominately resulted from collections and payments made by certain funds on behalf of other funds. During the year 2018, the Township expects to liquidate such interfunds, depending upon the availability of cash flow.

**Note 7: PENSION PLANS**

A substantial number of the Township's employees participate in the Public Employees' Retirement System ("PERS"), a defined benefit pension plan which is administered by the New Jersey Division of Pensions and Benefits. In addition, several Township employees participate in the Defined Contribution Retirement Program ("DCRP"), which is a defined contribution pension plan. This plan is administered by Prudential Financial for 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  
<http://www.state.nj.us/treasury/pensions/financial-reports.shtml>

**General Information about the Pension Plans****Plan Descriptions**

**Public Employees' Retirement System** - The Public Employees' Retirement System is a cost-sharing multiple-employer defined benefit pension plan which was established as of January 1, 1955, under the provisions of N.J.S.A. 43:15A. The PERS's designated purpose is to provide retirement, death, disability and medical benefits to certain qualified members. Membership in the PERS is mandatory for substantially all full-time employees of the Township, provided the employee is not required to be a member of another state-administered retirement system or other state pensions fund or local jurisdiction's pension fund. The PERS's Board of Trustees is primarily responsible for the administration of the PERS.

**Defined Contribution Retirement Program** - The Defined Contribution Retirement Program is a multiple-employer defined contribution pension fund established on July 1, 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.). The DCRP is a tax-qualified defined contribution money purchase pension plan under Internal Revenue Code (IRC) § 401(a) et seq., and is a "governmental plan" within the meaning of IRC § 414(d). The DCRP provides retirement benefits for eligible employees and their beneficiaries. Individuals covered under DCRP are employees enrolled in PERS on or after July 1, 2007, who earn salary in excess of established "maximum compensation" limits; employees enrolled in PERS after May 21, 2010, who earn salary in excess of established "maximum compensation" limits; employees otherwise eligible to enroll in PERS on or after November 2, 2008, who do not earn the minimum annual salary for tier 3 enrollment but who earn salary of at least \$5,000.00 annually; and employees otherwise eligible to enroll in PERS after May 21, 2010 who do not work the minimum number of hours per week required for tiers 4 or 5 enrollment, but who earn salary of at least \$5,000.00 annually.



**Note 7: PENSION PLANS (CONT'D)****General Information about the Pension Plans (Cont'd)****Vesting and Benefit Provisions**

**Public Employees' Retirement System** - The vesting and benefit provisions are set by N.J.S.A. 43:15A and 43:3B. The PERS provides retirement, death and disability benefits. All benefits vest after 10 years of service, except for medical benefits, which vest after 25 years of service or under the disability provisions of the PERS.

The following represents the membership tiers for PERS:

**Tier Definition**

- 1 Members who were enrolled prior to July 1, 2007
- 2 Members who were eligible to enroll on or after July 1, 2007 and prior to November 2, 2008
- 3 Members who were eligible to enroll on or after November 2, 2008 and prior to May 21, 2010
- 4 Members who were eligible to enroll after May 21, 2010 and prior to June 28, 2011
- 5 Members who were eligible to enroll on or after June 28, 2011

Service retirement benefits of 1/55<sup>th</sup> of final average salary for each year of service credit is available to tiers 1 and 2 members upon reaching age 60 and to tier 3 members upon reaching age 62. Service retirement benefits of 1/60<sup>th</sup> of final average salary for each year of service credit is available to tier 4 members upon reaching age 62 and tier 5 members upon reaching age 65. Early retirement benefits are available to tiers 1 and 2 members before reaching age 60, tiers 3 and 4 with 25 years or more of service credit before age 62, and tier 5 with 30 or more years of service credit before age 65. Benefits are reduced by a fraction of a percent for each month that a member retires prior to the age at which a member can receive full early retirement benefits in accordance with their respective tier. Tier 1 members can receive an unreduced benefit from age 55 to age 60 if they have at least 25 years of service. Deferred retirement is available to members who have at least 10 years of service credit and have not reached the service retirement age for the respective tier.

**Defined Contribution Retirement Program** - Eligible members are provided with a defined contribution retirement plan intended to qualify for favorable Federal income tax treatment under IRC Section 401(a), a noncontributory group life insurance plan and a noncontributory group disability benefit plan. A participant's interest in that portion of his or her defined contribution retirement plan account attributable to employee contributions shall immediately become and shall at all times remain fully vested and non-forfeitable. A participant's interest in that portion of his or her defined contribution retirement plan account attributable to employer contributions shall be vested and non-forfeitable on the date the participant commences the second year of employment or upon his or her attainment of age 65, while employed by an employer, whichever occurs first.

**Note 7: PENSION PLANS (CONT'D)****General Information about the Pension Plans (Cont'd)****Contributions**

**Public Employees' Retirement System** - The contribution policy is set by N.J.S.A. 43:15A and requires contributions by active members and contributing employers. Members contribute at a uniform rate. Pursuant to the provisions of Chapter 78, P.L. 2011, the active member contribution rate increased from 5.5% of annual compensation to 6.5% plus an additional 1% phased-in over 7 years beginning in July 2012. The member contribution rate was 7.20% in State fiscal year 2017. The phase-in of the additional incremental member contribution rate takes place in July of each subsequent State fiscal year. The rate for members who are eligible for the Prosecutors Part of PERS (Chapter 366, P.L. 2001) was 10% in State fiscal year 2017. Employers' contribution are based on an actuarially determined amount, which includes the normal cost and unfunded accrued liability.

The Township's contractually required contribution rate for the year ended December 31, 2017 was 14.25% of the Township's covered payroll. This amount was actuarially determined as the amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, including an additional amount to finance any unfunded accrued liability.

Based on the most recent PERS measurement date of June 30, 2017, the Township's contractually required contribution to the pension plan for the year ended December 31, 2017 is \$62,134.00, and is payable by April 1, 2018. Due to the basis of accounting described in note 1, no liability has been recorded in the financial statements for this amount. Based on the PERS measurement date of June 30, 2016, the Township's contractually required contribution to the pension plan for the year ended December 31, 2016 was \$57,849.00, which was paid on April 1, 2017. Employee contributions to the plan during the year ended December 31, 2017 were \$33,443.43.

**Defined Contribution Retirement Program** - The contribution policy is set by N.J.S.A. 43:15C-3 and requires contributions by active members and contributing employers. In accordance with Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007, plan members are required to contribute 5.5% of their annual covered salary. In addition to the employee contributions, the Township contributes 3% of the employees' base salary, for each pay period, to Prudential Financial not later than the fifth business day after the date on which the employee is paid for that pay period.

For the year ended December 31, 2017, employee contributions totaled \$352.51 and the Township's contributions were \$192.28. There were no forfeitures during the year.

**Note 7: PENSION PLANS (CONT'D)****Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions - PERS Only**

At December 31, 2017, the Township's proportionate share of the net pension liability was \$1,561,303.00. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2016. The total pension liability was calculated through the use of updated procedures to roll forward from the actuarial valuation date to the measurement date of June 30, 2017. The Township's proportion of the net pension liability was based on a projection of the Township's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. For the June 30, 2017 measurement date, the Township's proportion was .0067070872%, which was an increase of .0001953886% from its proportion measured as of June 30, 2016.

At December 31, 2017, the Township's proportionate share of pension expense, calculated by the plan as of the June 30, 2017 measurement date is \$67,662.00. This expense is not recognized by the Township because of the regulatory basis of accounting as described in note 1; however, as previously mentioned, for the year ended December 31, 2017, the Township's contribution to PERS was \$57,849.00, and was paid on April 1, 2017.

**Deferred Outflows of Resources and Deferred Inflows of Resources** - At December 31, 2017, the Township had deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Differences between Expected and Actual Experience	\$ 36,763.00	\$ -
Changes of Assumptions	314,549.00	313,395.00
Net Difference between Projected and Actual Earnings on Pension Plan Investments	10,631.00	-
Changes in Proportion and Differences between Township Contributions and Proportionate Share of Contributions	37,108.00	149,058.00
Township Contributions Subsequent to the Measurement Date	31,067.00	-
	<u>\$ 430,118.00</u>	<u>\$ 462,453.00</u>

\$31,067.00 included in deferred outflows of resources, will be included as a reduction of the net pension liability in the year ending December 31, 2018. This amount is based on an estimated April 1, 2019 contractually required contribution, prorated from the pension plans measurement date of June 30, 2017 to the Township's year end of December 31, 2017.

**Note 7: PENSION PLANS (CONT'D)****Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions - PERS Only (Cont'd)**

**Deferred Outflows of Resources and Deferred Inflows of Resources (Cont'd)** - The Township will amortize the above other deferred outflow of resources and deferred inflows of resources related to pensions over the following number of years:

	<b><u>Deferred Outflows of Resources</u></b>	<b><u>Deferred Inflows of Resources</u></b>
Differences between Expected and Actual Experience		
Year of Pension Plan Deferral:		
June 30, 2014	-	-
June 30, 2015	5.72	-
June 30, 2016	5.57	-
June 30, 2017	5.48	-
Changes of Assumptions		
Year of Pension Plan Deferral:		
June 30, 2014	6.44	-
June 30, 2015	5.72	-
June 30, 2016	5.57	-
June 30, 2017	-	5.48
Net Difference between Projected and Actual Earnings on Pension Plan Investments		
Year of Pension Plan Deferral:		
June 30, 2014	-	5.00
June 30, 2015	-	5.00
June 30, 2016	5.00	-
June 30, 2017	5.00	-
Changes in Proportion and Differences between Township Contributions and Proportionate Share of Contributions		
Year of Pension Plan Deferral:		
June 30, 2014	6.44	6.44
June 30, 2015	5.72	5.72
June 30, 2016	5.57	5.57
June 30, 2017	5.48	5.48

**Note 7: PENSION PLANS (CONT'D)****Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions - PERS Only (Cont'd)**

**Deferred Outflows of Resources and Deferred Inflows of Resources (Cont'd)** - Other amounts included as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in future periods as follows:

<b>Year Ending <u>Dec 31,</u></b>	
2018	\$ (9,898.00)
2019	8,811.00
2020	3,092.00
2021	(36,560.00)
2022	<u>(28,847.00)</u>
	<u>\$ (63,402.00)</u>

**Actuarial Assumptions - PERS Only**

The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2016. The total pension liability was calculated through the use of updated procedures to roll forward from the actuarial valuation date to the measurement date of June 30, 2017. This actuarial valuation used the following actuarial assumptions, applied to all periods included in the measurement:

<b><u>PERS</u></b>	
Inflation Rate	2.25%
Salary Increases:	
Through 2026	1.65% - 4.15% Based on Age
Thereafter	2.65% - 5.15% Based on Age
Investment Rate of Return	7.00%
Mortality Rate Table	RP-2000
Period of Actuarial Experience	
Study upon which Actuarial	
Assumptions were Based	July 1, 2011 - June 30, 2014

**Note 7: PENSION PLANS (CONT'D)****Actuarial Assumptions - PERS Only (Cont'd)**

Preretirement mortality rates were based on the RP-2000 Employee Preretirement Mortality Table for male and female active participants. For State employees, mortality tables are set back 4 years for males and females. For local employees, mortality tables are set back 2 years for males and 7 years for females. In addition, the tables provide for future improvements in mortality from the base year of 2013 using a generational approach based on the plan actuary's modified MP-2014 projection scale. Postretirement mortality rates were based on the RP-2000 Combined Healthy Male and Female Mortality Tables (set back 1 year for males and females) for service retirements and beneficiaries of former members and a one-year static projection based on mortality improvement Scale AA. In addition, the tables for service retirements and beneficiaries of former members provide for future improvements in mortality from the base year of 2013 using a generational approach based on the plan actuary's modified MP-2014 projection scale. Disability retirement rates used to value disabled retirees were based on the RP-2000 Disabled Mortality Table (set back 3 years for males and set forward 1 year for females).

In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2017) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in target asset allocation as of June 30, 2017 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Absolute Return/Risk Mitigation	5.00%	5.51%
Cash Equivalents	5.50%	1.00%
U.S. Treasuries	3.00%	1.87%
Investment Grade Credit	10.00%	3.78%
Public High Yield	2.50%	6.82%
Global Diversified Credit	5.00%	7.10%
Credit Oriented Hedge Funds	1.00%	6.60%
Debt Related Private Equity	2.00%	10.63%
Debt Related Real Estate	1.00%	6.61%
Private Real Estate	2.50%	11.83%
Equity Related Real Estate	6.25%	9.23%
U.S. Equity	30.00%	8.19%
Non-U.S. Developed Markets Equity	11.50%	9.00%
Emerging Markets Equity	6.50%	11.64%
Buyouts/Venture Capital	8.25%	13.08%
	<u>100.00%</u>	

**Note 7: PENSION PLANS (CONT'D)****Actuarial Assumptions - PERS Only (Cont'd)**

**Discount Rate** - The discount rate used to measure the total pension liability at June 30, 2017 was 5.00%. The respective single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.00%, and a municipal bond rate of 3.58% as of June 30, 2017, based on the Bond Buyer Go 20-Bond Municipal Bond Index which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rates assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers and the nonemployer contributing entity will be made based on the contribution rate in the most recent fiscal year. The State employer contributed 40% of the actuarially determined contributions and the local employers contributed 100% of their actuarially determined contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2040. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2040, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liabilities.

**Sensitivity of Township's Proportionate Share of Net Pension Liability to Changes in the Discount Rate - PERS Only**

The following presents the Township's proportionate share of the net pension liability at June 30, 2017, the plans measurement date, calculated using a discount rate of 5.00%, as well as what the Township's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1% lower or 1% higher than the current rates used:

	<b>1% Decrease (4.00%)</b>	<b>Current Discount Rate (5.00%)</b>	<b>1% Increase (6.00%)</b>
Township's Proportionate Share of the Net Pension Liability	<u>\$ 1,936,902.00</u>	<u>\$ 1,561,303.00</u>	<u>\$ 1,248,382.00</u>

**Pension Plan Fiduciary Net Position**

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the respective fiduciary net position of the PERS and additions to/deductions from PERS' fiduciary net position have been determined on the same basis as they are reported by PERS. Accordingly, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. For additional information about PERS, please refer to the plan's Comprehensive Annual Financial Report (CAFR) which can be found at <http://www.state.nj.us/treasury/pensions/financial-reports.shtml>.

**Note 7: PENSION PLANS (CONT'D)****Supplementary Pension Information**

In accordance with GASB 68, the following information is also presented for the PERS Pension Plan. These schedules are presented to illustrate the requirements to show information for 10 years; however, until a full 10-year trend is compiled, this presentation will only include information for those years for which information is available.

***Schedule of the Township's Proportionate Share of the Net Pension Liability (Last Five Years)***

	<u>Measurement Date Ended June 30,</u>		
	<u>2017</u>	<u>2016</u>	<u>2015</u>
Township's Proportion of the Net Pension Liability	0.0067070872%	0.0065116986%	0.0064937693%
Township's Proportionate Share of the Net Pension Liability	\$ 1,561,303.00	\$ 1,928,578.00	\$ 1,457,721.00
Township's Covered Payroll (Plan Measurement Period)	\$ 465,776.00	\$ 453,604.00	\$ 453,580.00
Township's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	335.20%	425.17%	321.38%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	48.10%	40.14%	47.93%
	<u>Measurement Date Ended June 30,</u>		
	<u>2014</u>	<u>2013</u>	
Township's Proportion of the Net Pension Liability	0.0080537557%	0.0081402339%	
Township's Proportionate Share of the Net Pension Liability	\$ 1,507,883.00	\$ 1,555,760.00	
Township's Covered Payroll (Plan Measurement Period)	\$ 562,312.00	\$ 562,160.00	
Township's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	268.16%	276.75%	
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	52.08%	48.72%	



**Note 7: PENSION PLANS (CONT'D)****Supplementary Pension Information (Cont'd)*****Schedule of the Township's Contributions (Last Five Years)***

	<u>Year Ended December 31,</u>		
	<u>2017</u>	<u>2016</u>	<u>2015</u>
Township's Contractually Required Contribution	\$ 62,134.00	\$ 57,849.00	\$ 55,829.00
Township's Contribution in Relation to the Contractually Required Contribution	<u>(62,134.00)</u>	<u>(57,849.00)</u>	<u>(55,829.00)</u>
Township's Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Township's Covered Payroll (Calendar Year)	\$ 436,054.00	\$ 440,279.00	\$ 454,888.00
Township's Contributions as a Percentage of Covered Payroll	14.25%	13.14%	12.27%
	<u>Year Ended December 31,</u>		
	<u>2014</u>	<u>2013</u>	
Township's Contractually Required Contribution	\$ 66,394.00	\$ 61,335.00	
Township's Contribution in Relation to the Contractually Required Contribution	<u>(66,394.00)</u>	<u>(61,335.00)</u>	
Township's Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	
Township's Covered Payroll (Calendar Year)	\$ 471,967.00	\$ 574,248.00	
Township's Contributions as a Percentage of Covered Payroll	14.07%	10.68%	

**Note 7: PENSION PLANS (CONT'D)****Other Notes to Supplementary Pension Information**

Changes in Benefit Terms - None

Changes in Assumptions - For 2017, the discount rate changed to 5.00% and the long-term rate of return changed to 7.00%. For 2016, the discount rate changed to 3.98%, the long-term expected rate of return changed to 7.65% from 7.90%, demographic assumptions were revised in accordance with the results of the July 1, 2011 - June 30, 2014 experience study and the mortality improvement scale incorporated the plan actuary's modified MP-2014 projection scale. Further, salary increases were assumed to increase between 1.65% and 4.15% (based on age) through fiscal year 2026 and 2.65% and 5.15% (based on age) for each fiscal year thereafter. For 2015, the discount rate changed to 4.90%. In addition, the social security wage base was set at \$118,500.00 for 2015, increasing 4.00% per annum, compounded annually and the 401(a)(17) pay limit was set at \$265,000.00 for 2015, increasing 3.00% per annum, compounded annually. For 2014, the discount rate was 5.39%.

**Note 8: POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS**

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

The SHBP was extended to employees, retirees, and dependents of participating local public employers in 1964. In 2004, the Township authorized participation in the SHBP's post-retirement benefit program through resolution number 2004-200-12. The Township provides postemployment health care benefits, at its cost, to all Township retirees who at the date of retirement have not less than twenty-five (25) years of service credit in a State locally administered retirement system and have served at least twenty (20) years as an employee of the Township. Benefits provided include health insurance, and prescription coverage for retirees.

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

**Funding Policy** - Participating employers are contractually required to contribute based on the amount of premiums attributable to their retirees. Post-retirement medical benefits under the plan have been funded on a pay-as-you-go basis since 1994. Prior to 1994, medical benefits were funded on an actuarial basis.

Contributions to pay for the health premiums of participating retirees in the SHBP are billed to the Township on a monthly basis. The Township funds these benefits on a pay-as-you-go basis and, therefore, does not record accrued expenses related to these benefits. The Township's contributions to SHBP for the years ended December 31, 2017, 2016, and 2015, were \$20,566.80, \$8,943.95, and \$5,898.60, respectively, which equaled the required contributions each year. There were approximately 3 retired participants eligible at December 31, 2017.

**Note 9: COMPENSATED ABSENCES**

Full-time employees are entitled to twelve paid sick leave days each year and six to twenty vacation days each year, depending on years of service. Unused sick leave may be accumulated and carried forward indefinitely but will not be compensated for, upon termination. Vacation days not used during the year may be accumulated and carried forward up to a "cap" equal to two times the annual vacation amount. Upon termination of employment, an employee will be paid for unused vacation time that has been earned through the last day of work, except in situations where the employee is terminated for cause, in which case no benefits shall be permitted.

The Township does not record accrued expenses related to compensated absences. However, it is estimated that, at December 31, 2017, accrued benefits for compensated absences are valued at \$25,440.51.

**Note 10: DEFERRED COMPENSATION SALARY ACCOUNT**

The Township 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 Township or its creditors. Since the Township does not have a fiduciary relationship with the Plan, the balances and activities of the Plan are not reported in the Township's financial statements.

**Note 11: CAPITAL DEBT****State of New Jersey Waste Water Treatment Loan**

In 2001, the Township entered into a loan agreement with the State of New Jersey Wastewater Treatment Trust to provide \$6,876,900.00, at no interest, from the fund loan, and \$6,835,000.00 at interest rates ranging from 4.00% to 4.75% from the trust loan. Semiannual debt payments are due February 1st and August 1st through 2021.

**Note 11: CAPITAL DEBT (CONT'D)****State of New Jersey Waste Water Treatment Loan (Cont'd)**

The following schedule represents the remaining debt service, through maturity, for the New Jersey Waste Water Treatment loan:

<u>Year</u>	<u>Principal</u>			<u>Interest</u>	<u>Grand Total</u>
	<u>Fund Loan</u>	<u>Trust Loan</u>	<u>Total</u>		
2018	\$ 368,483.61	\$ 470,000.00	\$ 838,483.61	\$ 98,600.00	\$ 937,083.61
2019	273,307.39	495,000.00	768,307.39	75,100.00	843,407.39
2020		520,000.00	520,000.00	50,350.00	570,350.00
2021		540,000.00	540,000.00	25,650.00	565,650.00
	<u>\$ 641,791.00</u>	<u>\$ 2,025,000.00</u>	<u>\$ 2,666,791.00</u>	<u>\$ 249,700.00</u>	<u>\$ 2,916,491.00</u>
	\$ 262,267.89	\$ 827,517.45	\$ 1,089,785.34	General Capital Fund	
	<u>379,523.11</u>	<u>1,197,482.55</u>	<u>1,577,005.66</u>	Trust Assessment Fund	
	<u>\$ 641,791.00</u>	<u>\$ 2,025,000.00</u>	<u>\$ 2,666,791.00</u>		

**General Debt - New Jersey Green Acres Loans**

In 2003, the Township entered into a loan agreement with the New Jersey Department of Environmental Protection to provide \$500,000.00, at an interest rate of 2.0%. Semiannual debt payments are due May 22nd and November 22nd through 2022.

The following schedule represents the remaining debt service, through maturity, for the New Jersey Green Acres loan:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 28,570.42	\$ 2,521.17	\$ 31,091.59
2019	29,144.69	1,946.90	31,091.59
2020	29,730.50	1,361.09	31,091.59
2021	30,328.08	763.51	31,091.59
2022	<u>15,391.87</u>	<u>153.92</u>	<u>15,545.79</u>
Totals	<u>\$ 133,165.56</u>	<u>\$ 6,746.59</u>	<u>\$ 139,912.15</u>

**Note 11: CAPITAL DEBT (CONT'D)**

The following schedule represents the Township's summary of debt for the current and two previous years:

	<u>2017</u>	<u>2016</u>	<u>2015</u>
<b><u>Issued</u></b>			
Trust Assessment:			
Loans	\$ 1,577,005.66	\$ 2,057,005.32	\$ 2,525,657.02
General:			
Bonds, Loans and Notes	1,592,200.90	2,024,410.18	2,560,975.63
Total Issued	<u>3,169,206.56</u>	<u>4,081,415.50</u>	<u>5,086,632.65</u>
<b><u>Authorized but not Issued</u></b>			
General:			
Bonds, Loans and Notes	1,745,690.89	1,219,628.89	1,292,066.89
Total Issued and Authorized but not Issued	<u>4,914,897.45</u>	<u>5,301,044.39</u>	<u>6,378,699.54</u>
<b><u>Deductions</u></b>			
Trust Assessment:			
Trust Assessment Cash	1,085,441.71	1,331,474.10	1,541,424.67
<b>Net Debt</b>	<u>\$ 3,829,455.74</u>	<u>\$ 3,969,570.29</u>	<u>\$ 4,837,274.87</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 .474%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local School District	\$ 5,403,000.00	\$ 5,403,000.00	
Regional School District	2,353,848.04	2,353,848.04	
General	4,914,897.45	1,085,441.71	\$ 3,829,455.74
	<u>\$ 12,671,745.49</u>	<u>\$ 8,842,289.75</u>	<u>\$ 3,829,455.74</u>

Net debt \$3,829,455.74 divided by the equalized valuation basis per N.J.S.A.40A:2-2, as amended, \$807,787,716.33, equals .474.

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

3 1/2% of Equalized Valuation Basis (Municipal)	\$ 28,272,570.07
Less: Net Debt	<u>3,829,455.74</u>
Remaining Borrowing Power	<u>\$ 24,443,114.33</u>

**Note 12: SCHOOL TAXES**

Hainesport Township School District and Rancocas Valley Regional High School taxes have been raised and the liability deferred by statutes, resulting in the school taxes payable set forth in the current fund liabilities as follows:.

	<b>Local School District</b>		<b>Regional School District</b>	
	<b>Balance December 31,</b>		<b>Balance December 31,</b>	
	<b>2017</b>	<b>2016</b>	<b>2017</b>	<b>2016</b>
Balance of Tax	\$ 4,325,750.67	\$ 4,119,986.67	\$ 1,709,591.96	\$ 1,637,689.98
Deferred	<u>3,875,805.50</u>	<u>3,875,805.50</u>	<u>1,230,399.76</u>	<u>1,230,399.76</u>
Taxes Payable	<u>\$ 449,945.17</u>	<u>\$ 244,181.17</u>	<u>\$ 479,192.20</u>	<u>\$ 407,290.22</u>

**Note 13: RISK MANAGEMENT**

**Joint Insurance Pool** - The Township is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. Employee health and accident insurance and public officials bonds in amounts required by New Jersey statutes are provided through commercial insurance. Unemployment compensation benefits are provided by the State of New Jersey, supported by mandatory contributions by the Township. The Township is a member of the Burlington County Municipal Joint Insurance Fund (the "JIF") and the Municipal Excess Liability Joint Fund (the "MEL"), both public entity risk pools. Covered losses not provided by either the JIF or MEL are covered by reinsurance policies in varying amounts. The following coverage is provided by the JIF and MEL:

Public Officials Bonds in excess of amounts statutorily required  
 Public Employees Dishonesty Bonds  
 Automobile Liability  
 Workers' Compensation and Employer's Liability  
 Commercial Property  
 General Liability  
 Public Officials Liability  
 Employment Practices Liability  
 Environmental Liability

Contributions to the JIF and MEL, including a reserve for contingencies, are payable in two installments and are based on actuarial assumptions determined by the each of the fund's actuaries. 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 Funds publish their own financial reports, which can be obtained from:

Burlington County Municipal Joint Insurance Fund  
 P.O. Box 325  
 Hammonton, New Jersey 08037

Municipal Excess Liability Joint Insurance Fund  
 Park 80 West Plaza I  
 Saddle Brook, New Jersey 07663

There have been no settlements that exceed the Township's coverage for years ended December 31, 2017 and 2016.

**Note 14: OPEN SPACE, RECREATION AND FARMLAND PRESERVATION TRUST**

Pursuant to P.L. 1997, c. 24 (N.J.S.A. 40:12-15.1 et seq.), the voters of the Township of Hainesport authorized the establishment of the Township of Hainesport Open Space, Recreation and Farmland Preservation Trust Fund effective January 1, 2001, for the purpose of raising revenue for the acquisition of lands and interests in lands for the conservation of farmland and open space. Overall, as a result of referendums, the Township levies a tax not to exceed three cents per one hundred dollars of equalized valuation. Amounts raised by taxation are assessed, levied and collected in the same manner and at the same time as other taxes. Future increases in the tax rate or to extend the authorization must be authorized by referendum. All revenue received is accounted for in a Trust Fund dedicated by rider (N.J.S.A. 40A:4-39) for the purposed stated. Interest earned on the investment of these funds is credited to the Township of Hainesport Open Space, Recreation and Farmland Preservation Trust Funds.

**Note 15: CONTINGENCIES**

**Grantor Agencies** - Amounts received or receivable from grantor agencies could be subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Township expects such amount, if any, to be immaterial.

**Litigation** - Correspondence from the Township's Solicitor indicated that there is no pending or threatened litigation claims, contingent liabilities, unasserted claims or assessments or statutory violations involving the Township which might materially affect the Township's financial position or results of operations.

**Note 16: CONCENTRATIONS**

The Township depends on financial resources flowing from, or associated with, both the federal government and the State of New Jersey. As a result of this dependency, the Township is subject to changes in specific flows of intergovernmental revenues based on modifications to federal and State laws and federal and State appropriations.

## **SUPPLEMENTAL EXHIBITS**



**SUPPLEMENTAL EXHIBITS**

**CURRENT FUND**

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of Current Cash - Treasurer  
For the Year Ended December 31, 2017

	<u>Regular</u>
Balance December 31, 2016	\$ 5,989,512.95
Increased by Receipts:	
Taxes Receivable	\$ 17,875,920.53
Tax Title Liens	673.25
Tax Overpayments	26,396.75
Prepaid Taxes	631,619.19
Due State of New Jersey:	
Senior Citizens' and Veterans' Deductions	75,385.17
State Training Fees	13,103.00
Marriage License Fees	935.00
Revenue Accounts Receivable	733,949.57
Miscellaneous Revenue not Anticipated	209,407.79
Petty Cash	250.00
Interfund Liquidated - Animal Control	1,000.06
Interfund Liquidated - Affordable Housing	7,119.94
Interfund Liquidated - Trust Assessment	189,738.07
Collected by Current Fund on Behalf of General Capital Fund:	
Bond Anticipation Notes	369,250.00
Burlington County Open Space Grant Receivable	16,640.00
Due Mt. Holly Sewer Authority	165,554.87
Refunds of Current Year Appropriations	768.00
Federal and State Grant Funds Receivable	194,396.29
Unappropriated Grants	14,600.88
	<u>20,526,708.36</u>
	26,516,221.31
Decreased by Disbursements:	
2017 Budget Appropriations	2,787,104.75
2016 Appropriation Reserves	212,182.49
County Taxes	3,292,063.91
County Share of Added and Omitted Taxes	34,628.10
Local District School Tax	8,445,678.00
Regional High School Taxes	3,347,299.02
Due State of New Jersey:	
State Training Fees	9,457.00
Marriage License Fees	835.00
Petty Cash	250.00
Refund of Tax Overpayments	22,207.85
Refund of Prior Year Revenue:	
Tax Appeals	110,740.13
Other	722.00
Due Municipal Open Space Fund	397,104.00
Due General Capital Fund:	
Disbursed by Current Fund on Behalf of General Capital Fund:	
Payment of Bond Anticipation Notes	369,250.00
Interfunds Liquidated	231,323.67
Interfund Disbursed - Trust Assessment	164,291.76
Due Trust Other Funds:	
Interfund Disbursements - Payroll	86,566.15
Interfund Disbursements - Escrow	10,013.51
Disbursed by Current Fund on Behalf of Trust Fund - Affordable Housing	4,379.09
Due Mt. Holly Sewer Authority	379,748.87
Reserve for Federal and State Grant Funds - Appropriated	308,160.73
	<u>20,214,006.03</u>
Balance December 31, 2017	<u>\$ 6,302,215.28</u>

TOWNSHIP OF HAINESPORT  
CURRENT FUND  
Schedule of Change Funds  
As of December 31, 2017

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Analysis of Balance

<u>Office</u>	
Tax Collector	\$ 200.00
Township Clerk	<u>100.00</u>
	<u>\$ 300.00</u>

**TOWNSHIP OF HAINESPORT****CURRENT FUND**

Statement of Due to State of New Jersey - Senior Citizens'  
and Veterans' Deductions (C. 129, L. 1976)  
For the Year Ended December 31, 2017

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Balance December 31, 2016		\$ 16,746.07
Increased by:		
Reimbursement Due to Taxation Audit	\$ 500.00	
Collected	<u>75,385.17</u>	<u>75,885.17</u>
		92,631.24
Decreased by:		
Senior Citizens' and Veterans' Deductions per Tax Billings	75,000.00	
Senior Citizens' and Veterans' Deductions:		
Allowed by Tax Collector - 2017 Taxes	1,000.00	
Disallowed by Trax Collector - 2017 Taxes	<u>(2,777.40)</u>	
	73,222.60	
Senior Citizens and Veterans Allowed - 2016 Taxes	<u>250.00</u>	<u>73,472.60</u>
Balance December 31, 2017		<u><u>\$ 19,158.64</u></u>

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of Taxes Receivable and Analysis of Property Tax Levy  
For the Year Ended December 31, 2017

Year	Balance Dec. 31, 2016	2017 Levy	Added Taxes	2016 <u>Collections</u>	2017	Due from State of New Jersey	Overpayments Applied	Canceled	Transfer to Tax Title Liens	Transfer to Arrears	Balance Dec. 31, 2017
Arrears	\$ 17,556.90		\$ 1,834.74							\$ 33,371.11	\$ 52,762.75
2016	177,465.48		16,073.49		\$ 150,139.70	\$ 250.00	\$ 6,919.88	\$ 10,276.89	\$ 4,657.62	(21,294.88)	
	195,022.38		17,908.23		150,139.70	250.00	6,919.88	10,276.89	4,657.62	12,076.23	52,762.75
2017		\$ 18,107,136.80		\$ 117,627.82	17,725,780.83	73,222.60		29,299.93	8,563.21	(12,076.23)	140,566.18
	<u>\$ 195,022.38</u>	<u>\$ 18,107,136.80</u>	<u>\$ 17,908.23</u>	<u>\$ 117,627.82</u>	<u>\$ 17,875,920.53</u>	<u>\$ 73,472.60</u>	<u>\$ 6,919.88</u>	<u>\$ 39,576.82</u>	<u>\$ 13,220.83</u>	<u>\$ -</u>	<u>\$ 193,328.93</u>

Analysis of 2017 Property Tax Levy

Tax Yield

General Purpose	\$ 18,036,590.98
Added Taxes (R.S. 54:4-63.1 et seq.)	57,187.50
Miscellaneous Added	13,358.32

\$ 18,107,136.80

Tax Levy

Regional School Tax	\$ 3,419,201.00
Local District School Tax	8,651,442.00
County Taxes:	
County Tax	\$ 2,717,307.79
County Library Tax	251,058.93
County Open Space	323,697.19
Due County:	
Added and Omitted Taxes	<u>10,488.30</u>
Total County Taxes	3,302,552.21
Local Tax for Municipal Purpose	2,443,707.51
Municipal Open Space	230,176.56
Municipal Open Space - Added Taxes	730.10
Add: Additional Tax Levied	<u>59,327.42</u>

Local Tax for Municipal Purposes Levied 2,733,941.59

\$ 18,107,136.80

**TOWNSHIP OF HAINESPORT**  
CURRENT FUND  
Statement of Tax Title Liens  
For the Year Ended December 31, 2017

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Balance December 31, 2016		\$	35,418.79
Increased by:			
Transfers from Taxes Receivable	\$	13,220.83	
Interest and Cost on Tax Sale		<u>5,696.98</u>	
			<u>18,917.81</u>
			54,336.60
Decreased by:			
Foreclosed		31,082.17	
Receipts		<u>673.25</u>	
			<u>31,755.42</u>
Balance December 31, 2017		\$	<u><u>22,581.18</u></u>

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of Revenue Accounts Receivable  
For the Year Ended December 31, 2017

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	<u>Accrued in 2017</u>	<u>Received</u>
Licenses:		
Alcoholic Beverages	\$ 20,000.00	\$ 20,000.00
Other	14,984.00	14,984.00
Fees and Permits	33,912.00	33,912.00
Interest and Costs on Assessments	24,799.71	24,799.71
Interest and Costs on Taxes	40,846.29	40,846.29
Interest on Investments and Deposits	20,495.84	20,495.84
Recreation Fees	23,344.00	23,344.00
Energy Receipts Tax	379,764.00	379,764.00
Uniform Construction Code Fees	148,170.07	148,170.07
Railroad User Fees	<u>52,500.99</u>	<u>52,500.99</u>
	<u><u>\$ 758,816.90</u></u>	<u><u>\$ 758,816.90</u></u>
Due Sewer Assessment Trust Fund - Interest and Costs on Assessments		\$ 24,799.71
Due from Escrow Trust Fund - Interest Earnings		67.62
Receipts		<u>733,949.57</u>
		<u><u>\$ 758,749.28</u></u>

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of 2016 Appropriation Reserves  
For the Year Ended December 31, 2017

	Balance December 31, 2016		Balances After	Paid or	Balance
	Encumbered	Reserved	Modification	Charged	Lapsed
<b><u>OPERATIONS - WITHIN "CAPS"</u></b>					
<b><u>General Government</u></b>					
Administrative and Executive					
Salaries and Wages		\$ 3,184.01	\$ 3,184.01		\$ 3,184.01
Other Expenses		2,630.51	2,630.51		2,630.51
Mayor and Committee					
Salaries and Wages		1,030.96	1,030.96		1,030.96
Other Expenses		3,982.70	3,982.70	\$ 608.32	3,374.38
Municipal Clerk					
Salaries and Wages		4,208.63	4,208.63		4,208.63
Other Expenses	\$ 1,361.28	21,740.45	23,101.73	1,413.26	21,688.47
Elections		830.16	830.16		830.16
Financial Administration					
Salaries and Wages		2,066.49	2,066.49		2,066.49
Other Expenses	6.11	7,993.00	7,999.11	6.11	7,993.00
Computerized Data Processing					
Salaries and Wages		884.62	884.62		884.62
Other Expenses	625.00	1,912.50	2,537.50	625.00	1,912.50
Assessment of Taxes					
Salaries and Wages		760.67	760.67		760.67
Other Expenses		5,118.09	5,118.09		5,118.09
Collection of Taxes					
Salaries and Wages		1,858.80	1,858.80		1,858.80
Other Expenses	178.91	3,463.38	3,642.29	315.64	3,326.65
Legal Services and Costs					
Other Expenses	840.00	26,509.02	27,349.02	8,100.00	19,249.02
Engineering Services and Costs					
Other Expenses	2,807.56	27,106.63	29,914.19	5,864.21	24,049.98
Economic Development					
Other Expenses		1,000.00	1,000.00		1,000.00
<b><u>Land Use Administration</u></b>					
Planning Board					
Salaries and Wages		406.14	406.14		406.14
Other Expenses	4,229.00	34,015.05	38,244.05	4,544.00	33,700.05
Zoning Officer					
Salaries and Wages		647.94	647.94		647.94
Other Expenses		544.50	544.50		544.50
Code Enforcement Officer					
Salaries and Wages		1,406.84	1,406.84		1,406.84
Other Expenses	33.99	461.62	495.61	33.99	461.62
<b><u>Insurance</u></b>					
Liability Insurance		2,699.00	2,699.00		2,699.00
Group Insurance Plan for Employees	274.00	52,338.84	52,612.84	650.58	51,962.26
Unemployment Insurance		4,385.84	4,385.84		4,385.84
<b><u>Public Safety</u></b>					
Police					
Salaries and Wages		1,616.21	1,616.21		1,616.21
Other Expenses		200.00	200.00		200.00
Office of Emergency Management Services					
Other Expenses		349.01	349.01		349.01
First Aid Organization-Contribution		30,000.00	30,000.00	30,000.00	
Fire Marshall					
Other Expenses	8,411.84	21,018.19	29,430.03	8,411.84	21,018.19
<b><u>Public Works</u></b>					
Road Repair and Maintenance					
Salaries and Wages		72,511.50	72,511.50		72,511.50
Other Expenses	677.14	29,369.12	30,046.26	715.14	29,331.12
Solid Waste Collection - Contractual	11,653.50	7,157.24	18,810.74	11,813.50	6,997.24
Recycling Program					
Other Expenses		16,758.50	16,758.50		16,758.50
Public Buildings and Grounds					
Other Expenses	1,895.96	21,684.77	23,580.73	2,182.80	21,397.93
Vehicle Maintenance					
Other Expenses	2,148.01	6,254.88	8,402.89	4,201.63	4,201.26

(Continued)



**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of 2016 Appropriation Reserves  
For the Year Ended December 31, 2017

	Balance December 31, 2016		Balances After	Paid or	Balance
	Encumbered	Reserved	Modification	Charged	Lapsed
<b>OPERATIONS - WITHIN "CAPS" (CONT'D)</b>					
<u>Health and Welfare</u>					
Board of Health					
Salaries and Wages		\$ 62.32	\$ 62.32		\$ 62.32
Other Expenses		300.00	300.00		300.00
Employee Immunization					
Other Expenses		1,000.00	1,000.00		1,000.00
Environmental Commission					
Other Expenses		520.34	520.34		520.34
Recreation					
Salaries and Wages		8,107.98	8,107.98		8,107.98
Other Expenses	\$ 150.00	17,679.34	17,829.34	\$ 150.00	17,679.34
Celebration of Public Events					
Other Expenses		2,000.00	2,000.00		2,000.00
Animal Control Regulation					
Salaries and Wages		1,000.00	1,000.00		1,000.00
Other Expenses		1,000.00	1,000.00		1,000.00
<u>Utility Expenses and Bulk Purchases</u>					
Postage	725.61	3,399.22	4,124.83	2,779.96	1,344.87
Electricity	1,393.44	11,403.92	12,797.36	2,914.22	9,883.14
Street Lighting	8,028.41	41,443.59	49,472.00	16,325.94	33,146.06
Telephone	544.96	7,153.72	7,698.68	926.33	6,772.35
Water	419.76	921.08	1,340.84	419.76	921.08
Gas	558.42	2,524.32	3,082.74	1,963.48	1,119.26
Fuel Oil		500.00	500.00		500.00
Gasoline		20,852.07	20,852.07	2,963.29	17,888.78
Sewer		500.00	500.00		500.00
Landfill/Solid Waste Disposal Costs		50,509.14	50,509.14	17,507.46	33,001.68
COAH Administration					
Salaries and Wages		16,000.00	16,000.00		16,000.00
Other Expenses		25,500.00	25,500.00		25,500.00
<u>Uniform Construction Code - Appropriations Offset by Dedicated Revenues (N.J.A.C. 5:23-4-17)</u>					
State Uniform Construction Code:					
Construction Official					
Salaries and Wages		1,221.49	1,221.49		1,221.49
Other Expenses	258.59	3,090.00	3,348.59	258.59	3,090.00
Statutory Expenditures:					
Contribution to:					
Public Employees' Retirement System	919.37	80.63	1,000.00	1,000.00	
Defined Contribution Retirement Program		1,236.98	1,236.98	599.45	637.53
Social Security System (O.A.S.I.)		17,060.29	17,060.29		17,060.29
<b>OPERATIONS - EXCLUDED FROM "CAPS"</b>					
Recycling Tax (N.J.S.A. 13:1E-96.5)		9,700.00	9,700.00		9,700.00
Group Insurance Plan For Employees		5,994.00	5,994.00		5,994.00
NJPDES Stormwater Permit (N.J.S.A. 40A:4-45.3(cc)):					
Other Expenses		10,334.24	10,334.24	4,562.00	5,772.24
Construction Office					
Other Expenses		5,909.23	5,909.23		5,909.23
Fire Marshal					
Other Expenses		4,500.00	4,500.00		4,500.00
<u>Public and Private Programs Off-Set by Revenues:</u>					
Municipal Alliance on Alcoholism and Drug Abuse - Local Share		800.00	800.00		800.00
<b>CAPITAL IMPROVEMENTS - EXCLUDED FROM "CAPS"</b>					
Acquisition of Computers and Equipment	199.99	11,710.22	11,910.21	199.99	11,710.22
Acquisition of Equipment and Vehicles	80,041.00	27.45	80,068.45	80,041.00	27.45
Acquisition of Building and Security Improvements		3,005.00	3,005.00		3,005.00
Construction of Speed Humps	85.00	9,363.75	9,448.75	85.00	9,363.75
Acquisition of Fire Air Packs		441.60	441.60		441.60
Acquisition of Meeting Recorder		5,000.00	5,000.00		5,000.00
	<u>\$ 128,466.85</u>	<u>\$ 721,957.73</u>	<u>\$ 850,424.58</u>	<u>\$ 212,182.49</u>	<u>\$ 638,242.09</u>

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
**Statement of Prepaid Taxes**  
**For the Year Ended December 31, 2017**

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Balance December 31, 2016	\$ 117,627.82
Increased by:	
Collections - 2018 Taxes	<u>631,619.19</u>
	749,247.01
Decreased by:	
Application to 2017 Taxes Receivable	<u>117,627.82</u>
Balance December 31, 2017	<u><u>\$ 631,619.19</u></u>

## Exhibit SA-9

**CURRENT FUND**  
**Statement of Tax Overpayments**  
**For the Year Ended December 31, 2017**

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Balance December 31, 2016		\$ 9,053.40
Increased by:		
Overpayments Collected		<u>26,396.75</u>
		35,450.15
Decreased by:		
Refunds	\$ 22,207.85	
Overpayments Applied	6,919.88	
Cancellations	<u>1,747.88</u>	
		<u>30,875.61</u>
Balance December 31, 2017		<u><u>\$ 4,574.54</u></u>

TOWNSHIP OF HAINESPORT  
CURRENT FUND  
Statement of Due to State of New Jersey  
State Training Fees  
For the Year Ended December 31, 2017

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Increased by:	
Receipts	\$ 13,103.00
Decreased by:	
Disbursements	<u>9,457.00</u>
Balance December 31, 2017	<u><u>\$ 3,646.00</u></u>

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of County Taxes Payable  
For the Year Ended December 31, 2017

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Increased by:		
2017 Tax Levy:		
County Tax	\$ 2,717,307.79	
County Library Tax	251,058.93	
County Open Space	<u>323,697.19</u>	
		\$ 3,292,063.91
Decreased by:		
Disbursements		<u><u>\$ 3,292,063.91</u></u>

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of Due County for Added and Omitted Taxes  
For the Year Ended December 31, 2017

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Balance December 31, 2016		\$ 34,628.10
Increase by County Share of 2017 Levy:		
2017 Added Taxes	\$ 8,633.03	
2016 Added Taxes	216.17	
2017 Omitted Taxes	<u>1,639.10</u>	
		<u>10,488.30</u>
		45,116.40
Decreased by Payments		<u>34,628.10</u>
Balance December 31, 2017		<u><u>\$ 10,488.30</u></u>

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of Local District School Tax  
For the Year Ended December 31, 2017

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Balance December 31, 2016		
School Tax Payable	\$	244,181.17
School Tax Deferred		<u>3,875,805.50</u>
	\$	4,119,986.67
Increased by:		
Levy - School Year July 1, 2017 to June 30, 2018		<u>8,651,442.00</u>
		12,771,428.67
Decreased by:		
Payments		<u>8,445,678.00</u>
Balance December 31, 2017		
School Tax Payable		449,945.17
School Tax Deferred		<u>3,875,805.50</u>
	\$	<u><u>4,325,750.67</u></u>
2017 Liability for Local School Tax:		
Tax Paid	\$	8,445,678.00
Add: Tax Payable December 31, 2017		<u>449,945.17</u>
		8,895,623.17
Less: Tax Payable December 31, 2016		<u>244,181.17</u>
Amount Charged to 2017 Operations	\$	<u><u>8,651,442.00</u></u>

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of Regional High School Taxes  
For the Year Ended December 31, 2017

Balance December 31, 2016		
School Tax Payable	\$	407,290.22
School Tax Deferred		<u>1,230,399.76</u>
	\$	1,637,689.98
Increased by:		
Levy - School Year July 1, 2017 to June 30, 2018		<u>3,419,201.00</u>
		5,056,890.98
Decreased by:		
Payments		<u>3,347,299.02</u>
Balance December 31, 2017		
School Tax Payable		479,192.20
School Tax Deferred		<u>1,230,399.76</u>
	\$	<u><u>1,709,591.96</u></u>
2017 Liability for Regional High School Tax:		
Tax Paid	\$	3,347,299.02
Add: Tax Payable December 31, 2017		<u>479,192.20</u>
		3,826,491.22
Less: Tax Payable December 31, 2016		<u>407,290.22</u>
Amount Charged to 2017 Operations	\$	<u><u>3,419,201.00</u></u>

**TOWNSHIP OF HAINESPORT**  
**CURRENT FUND**  
Statement of Due to State of New Jersey  
Marriage License Fees  
For the Year Ended December 31, 2017

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Increased by:		
Receipts		\$ 935.00
Decreased by:		
Disbursements		<u>835.00</u>
Balance December 31, 2017		<u><u>\$ 100.00</u></u>

## Exhibit SA-16

**CURRENT FUND**  
Statement of Property Acquired for Taxes (Assessed Valuation)  
For the Year Ended December 31, 2017

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Balance December 31, 2016		\$ 366,200.00
Increased by:		
Foreclosed - Transferred Tax Title Liens	\$ 31,082.17	
Increased to 2017 Assessed Valuation	<u>108,917.83</u>	
		<u>140,000.00</u>
Balance December 31, 2017		<u><u>\$ 506,200.00</u></u>



**TOWNSHIP OF HAINESPORT**  
FEDERAL AND STATE GRANT FUND  
Statement of Due from Current Fund  
For the Year Ended December 31, 2017

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Balance December 31, 2016	\$ 236,800.43
Increased by:	
Funds Collected by Current Fund on Behalf of Federal and State Grant Fund	<u>208,997.17</u>
	445,797.60
Decreased by:	
Funds Disbursed by Current Fund on Behalf of Federal and State Grant Fund	<u>308,160.73</u>
Balance December 31, 2017	<u><u>\$ 137,636.87</u></u>

**TOWNSHIP OF HAINESPORT**  
**FEDERAL AND STATE GRANT FUND**  
Statement of Federal and State Grants Receivable  
For the Year Ended December 31, 2017

<u>Program</u>	<u>Balance Dec. 31, 2016</u>	<u>Realized as Miscellaneous Revenue in 2017 Budget</u>	<u>Decreased</u>	<u>Balance Dec. 31, 2017</u>
Federal Grants:				
Community Development Block Grant	\$ 91,140.68			\$ 91,140.68
State Grants:				
NJ DEP - Clean Communities Program		\$ 14,396.29	\$ 14,396.29	
Hazardous Discharge Site Remediation Grant	8,091.50			8,091.50
Burlington County Park Grant Round 4	744.58			744.58
Burlington County Park Grant Round 5	180,000.00		180,000.00	
Total State Grants	188,836.08	14,396.29	194,396.29	8,836.08
Total Federal and State Grants Receivable	<u>\$ 279,976.76</u>	<u>\$ 14,396.29</u>	<u>\$ 194,396.29</u>	<u>\$ 99,976.76</u>
Appropriation by 40A:4-87		\$ 14,396.29		
Cash Received			\$ 194,396.29	
		<u>\$ 14,396.29</u>	<u>\$ 194,396.29</u>	

## Exhibit SA-19

**FEDERAL AND STATE GRANT FUND**  
Statement of Reserve for Federal and State Grants - Unappropriated  
For the Year Ended December 31, 2017

<u>Program</u>	<u>Balance Dec. 31, 2016</u>	<u>Realized as Miscellaneous Revenue in 2017 Budget</u>	<u>Received</u>	<u>Balance Dec. 31, 2017</u>
State Grants:				
Recycling Tonnage Grant	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 14,600.88</u>	<u>\$ 14,600.88</u>

**TOWNSHIP OF HAINESPORT**  
**FEDERAL AND STATE GRANT FUND**  
Statement of Reserve for Federal and State Grants - Appropriated  
For the Year Ended December 31, 2017

<u>Program</u>	<u>Balance Dec. 31, 2016</u>	<u>Transferred from 2017 Budget Appropriation</u>	<u>Prior Year Encumbrances Reclassified</u>	<u>Paid or Charged</u>	<u>Encumbered</u>	<u>Balance Dec. 31, 2017</u>
Federal Grants:						
Municipal Aid Grant:						
Easton Way Improvements			\$ 517.00		\$ 517.00	
Easton Way Improvements Phase II			118.14		118.14	
Community Development Block Grant	\$ 109,001.85					\$ 109,001.85
	<u>109,001.85</u>		<u>635.14</u>		<u>635.14</u>	<u>109,001.85</u>
State Grants:						
Hazardous Discharge Site Remediation Grant	136,086.40		42,040.09	\$ 101,100.30		77,026.19
Municipal Stormwater Regulation Program	3,672.22					3,672.22
All Hazards Emergency Operations Planning Grant	717.14					717.14
Recycling Tonnage Grant	14,969.22			7,711.28		7,257.94
NJ DEP - Clean Communities Program	23,399.44	\$ 14,396.29	1,568.42	25,721.15	3,123.99	10,519.01
Burlington County Park Grant Round 2	1,545.21					1,545.21
Burlington County Park Grant Round 3	7,088.98					7,088.98
Burlington County Park Grant Round 4	744.58					744.58
Burlington County Park Grant Round 6	180,000.00			173,628.00		6,372.00
Comcast Technology Grant	13,233.29					13,233.29
Total State Grants	<u>381,456.48</u>	<u>14,396.29</u>	<u>43,608.51</u>	<u>308,160.73</u>	<u>3,123.99</u>	<u>128,176.56</u>
Total Federal and State Grants	<u>\$ 490,458.33</u>	<u>\$ 14,396.29</u>	<u>\$ 44,243.65</u>	<u>\$ 308,160.73</u>	<u>\$ 3,759.13</u>	<u>\$ 237,178.41</u>
Appropriation by 40A:4-87		<u>\$ 14,396.29</u>				

**SUPPLEMENTAL EXHIBITS**

**TRUST FUND**

**TOWNSHIP OF HAINESPORT**  
**TRUST FUNDS**  
Statement of Trust Cash  
For the Year Ended December 31, 2017

	<u>Animal Control</u> <u>Trust Fund</u>	<u>Other Funds</u>	<u>Municipal Open Space</u> <u>Fund</u>	<u>Assessment</u> <u>Fund</u>
Balance December 31, 2016	\$ 9,848.46	\$ 780,378.14	\$ 194,501.43	\$ 1,489,883.67
Increased by Receipts:				
Assessments Receivable				\$ 233,967.27
Due to State of New Jersey	\$ 1,098.60			
Reserve for Dog Fund Expenditures	13,041.00			
Due Current Fund:				
Trust Other		\$ 96,647.28		
Trust Assessment				366,355.47
Municipal Open Space Fund			\$ 397,104.00	
Reserve for Trust Other Funds		771,022.00		
Contra		66,757.43		8,917.80
	<u>14,139.60</u>	<u>934,426.71</u>	<u>397,104.00</u>	<u>609,240.54</u>
	23,988.06	1,714,804.85	591,605.43	2,099,124.21
Decreased by Disbursements:				
Trust Assessment Fund - Loans Payable				479,999.66
Reserve for Dog Fund Expenditures	13,114.99			
Due to State of New Jersey-Dog License Fees	1,096.20			
Due Current Fund:				
Trust Assessment				189,738.07
Animal Control	1,000.06			
Trust Other		7,119.94		
Reserve for Trust Other Funds		831,511.17		
Reserve for Open Space			59,258.40	
Due Bank				0.50
Contra		66,757.43		8,917.80
	<u>15,211.25</u>	<u>905,388.54</u>	<u>59,258.40</u>	<u>678,656.03</u>
Balance December 31, 2017	<u>\$ 8,776.81</u>	<u>\$ 809,416.31</u>	<u>\$ 532,347.03</u>	<u>\$ 1,420,468.18</u>

**TOWNSHIP OF HAINESPORT**  
**TRUST OTHER FUNDS**  
Statement of Current Cash - Collector  
For the Year Ended December 31, 2017

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	<u>Other Funds</u>
Balance December 31, 2016	\$ 113,576.89
Increased by Receipts:	
Premiums Received at Tax Sale	\$ 158,200.00
Reserve for Tax Title Lien Redemption	<u>210,782.31</u>
	<u>368,982.31</u>
	482,559.20
Decreased by Disbursements:	
Premiums Refunded	91,800.00
Reserve for Tax Title Lien Redemption	<u>190,173.39</u>
	<u>281,973.39</u>
Balance December 31, 2017	<u><u>\$ 200,585.81</u></u>

**TOWNSHIP OF HAINESPORT**  
**TRUST ASSESSMENT FUND**  
 Analysis of Assessment Cash  
 For the Year Ended December 31, 2017

	Balance <u>Dec. 31, 2016</u>	<u>Receipts</u> <u>Assessments</u>	<u>Disbursements</u> <u>Miscellaneous</u>	Balance <u>Dec. 31, 2017</u>
Fund Balance	\$ 157,343.92			\$ 157,343.92
<u>Ordinance Number</u>				
2003-13-08 Construction of a Sewerage Conveyance System	1,331,474.10	\$ 233,967.27	\$ 479,999.66	1,085,441.71
Due Bank			0.50	(0.50)
Due Current Fund	<u>1,065.65</u>	<u>366,355.47</u>	<u>189,738.07</u>	<u>177,683.05</u>
	<u><u>\$ 1,489,883.67</u></u>	<u><u>\$ 600,322.74</u></u>	<u><u>\$ 669,738.23</u></u>	<u><u>\$ 1,420,468.18</u></u>

**TOWNSHIP OF HAINESPORT**  
**ANIMAL CONTROL TRUST FUND**  
Statement of Reserve for Animal Control Fund Expenditures  
For the Year Ended December 31, 2017

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Balance December 31, 2016	\$ 8,843.60
Increased by:	
Dog License Fees Collected	<u>13,041.00</u>
	21,884.60
Decreased by:	
Expenditures Under N.J.S.A. 4:19-15.11 - Cash	<u>13,114.99</u>
Balance December 31, 2017	<u><u>\$ 8,769.61</u></u>
<u>License Fees Collected</u>	
<u>Year</u>	<u>Amount</u>
2015	\$ 5,828.40
2016	<u>12,027.60</u>
	<u><u>\$ 17,856.00</u></u>

## Exhibit SB-5

ANIMAL CONTROL TRUST FUND  
Statement of Due Current Fund  
For the Year Ended December 31, 2017

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Balance December 31, 2016	\$ 1,000.06
Decreased by:	
Interfunds Liquidated	<u><u>\$ 1,000.06</u></u>



**TOWNSHIP OF HAINESPORT**  
**ANIMAL CONTROL TRUST FUND**  
Statement of Due to State of New Jersey  
For the Year Ended December 31, 2017

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Balance December 31, 2016	\$ 4.80
Increased by:	
State Registration Fees Collected	<u>1,098.60</u>
	1,103.40
Decreased by:	
Payments	<u>1,096.20</u>
Balance December 31, 2017	<u><u>\$ 7.20</u></u>

**TOWNSHIP OF HAINESPORT**  
**TRUST - OTHER FUNDS**  
Statement of Due to / (from) Current Fund  
For the Year Ended December 31, 2017

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Balance December 31, 2016			\$ 24,088.02
Increased by:			
Treasurer:			
Receipts:			
Interfund Receipts	\$ 96,579.66		
Interest Earnings on Deposits - Escrow	<u>67.62</u>		
		\$ 96,647.28	
Disbursed by Current Fund on Behalf of Trust Fund			
- Affordable Housing		<u>4,379.09</u>	
			<u>101,026.37</u>
			125,114.39
Decreased by:			
Treasurer:			
Disbursements			
Interfunds Liquidated:			<u>7,119.94</u>
Balance December 31, 2017			<u><u>\$ 117,994.45</u></u>
Analysis of Balance:			
Planning and Zoning Board Escrow		\$ 10,081.13	
Fire Safety Trust Fund		(50.00)	
Tax Title Lien Redemption Trust Fund		(5,641.51)	
Payroll Trust Fund		<u>113,604.83</u>	
			<u><u>\$ 117,994.45</u></u>

**TOWNSHIP OF HAINESPORT**  
**TRUST - OTHER FUNDS**  
Statement of Changes in Miscellaneous Trust Other Reserves  
For the Year Ended December 31, 2017

		<u>Increased by</u>	<u>Decreased by</u>	
	<u>Balance</u> <u>Dec. 31, 2016</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Due</u> <u>Current Fund</u>
Collector:				
Reserve For:				
Premiums Received at Tax Sale	\$ 67,300.00	\$ 158,200.00	\$ 91,800.00	
Tax Title Lien Redemption	51,918.40	210,782.31	190,173.39	
	<u>119,218.40</u>	<u>368,982.31</u>	<u>281,973.39</u>	<u>-</u>
Treasurer:				
Reserve for:				
Planning and Zoning Board Escrow	161,942.37	72,392.52	127,194.75	
Recreation Commission	94,393.92	9,019.00	9,865.23	
Affordable Housing	479,898.52	34,020.63	39,112.22	\$ 4,379.09
Fire Safety Fund	7,362.88			
Net Payroll		415,271.10	415,271.10	
Payroll Deductions Payable	3,779.10	240,318.75	240,067.87	
	<u>747,376.79</u>	<u>771,022.00</u>	<u>831,511.17</u>	<u>4,379.09</u>
	<u>\$ 866,595.19</u>	<u>\$ 1,140,004.31</u>	<u>\$ 1,113,484.56</u>	<u>\$ 4,379.09</u>
	<u>206,227.32</u>			<u>888,735.85</u>

**TOWNSHIP OF HAINESPORT**  
**TRUST - MUNICIPAL OPEN SPACE FUND**  
Statement of Due from Current Fund  
For the Year Ended December 31, 2017

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Balance December 31, 2016		\$ 166,927.44
Increased by:		
Tax Levy	\$ 230,176.56	
Added/Omitted Tax Levy	730.10	
		<u>230,906.66</u>
		397,834.10
Decreased by:		
Receipts:		<u>397,104.00</u>
Balance December 31, 2017		<u><u>\$ 730.10</u></u>

## Exhibit SB-10

**TOWNSHIP OF HAINESPORT**  
**TRUST - MUNICIPAL OPEN SPACE FUND**  
Statement of Reserve for Future Use  
For the Year Ended December 31, 2017

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Balance December 31, 2016		\$ 426,428.87
Increased by:		
Tax Levy	\$ 230,176.56	
Added/Omitted Tax Levy	730.10	
		<u>230,906.66</u>
		657,335.53
Decreased by:		
Budget Appropriations		<u>59,258.40</u>
Balance December 31, 2017		<u><u>\$ 598,077.13</u></u>

**TOWNSHIP OF HAINESPORT**  
**TRUST ASSESSMENT FUND**  
Statement of Assessments Receivable  
For the Year Ended December 31, 2017

Ordinance Number	Improvement Description	Date of Confirmation	Annual Installments	Due Dates	Balance Dec. 31, 2016	Collected	Balance Dec. 31, 2017	Balance Pledged to	
								Assessment Loans	Reserve
2003-13-8	Construction of a Sewerage Conveyance System	4-1-2002; 11-26-2002	2	7/1/02 & 7/1/03	\$ 725,531.22	\$ 233,967.27	\$ 491,563.95	\$ 491,563.95	\$ -

**TOWNSHIP OF HAINESPORT**  
**TRUST ASSESSMENT FUND**  
Statement of State of N.J. Wastewater Treatment Loans Payable  
For the Year Ended December 31, 2017

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Balance December 31, 2016	\$ 2,057,005.32
Decreased by:	
Payments	<u>479,999.66</u>
Balance December 31, 2017	<u><u>\$ 1,577,005.66</u></u>

Schedule of Loan Payable December 31, 2017

<u>Due Date</u>	<u>Total</u>	<u>Trust Loan</u>	<u>Amount</u> <u>Fund Loan</u>
2/1/2018	\$ 18,893.08		\$ 18,893.08
8/1/2018	199,009.70		199,009.70
8/1/2018	277,934.50	\$ 277,934.50	
2/1/2019	14,390.17		14,390.17
8/1/2019	147,230.16		147,230.16
8/1/2019	292,718.25	292,718.25	
8/1/2020	307,502.00	307,502.00	
8/1/2021	<u>319,327.80</u>	<u>319,327.80</u>	
	<u><u>\$ 1,577,005.66</u></u>	<u><u>\$ 1,197,482.55</u></u>	<u><u>\$ 379,523.11</u></u>

**TOWNSHIP OF HAINESPORT**  
**TRUST ASSESSMENT FUND**  
Statement of Due to Current Fund  
For the Year Ended December 31, 2017

---

Balance December 31, 2016		\$	1,065.65
Increased by Receipts:			
Interfunds Liquidated	\$	164,291.76	
Collections Made on Behalf of Current Fund		177,264.00	
Interest on Assessments		<u>24,799.71</u>	
			<u>366,355.47</u>
			367,421.12
Decreased by:			
Interfunds Disbursed			<u>189,738.07</u>
Balance December 31, 2017		\$	<u><u>177,683.05</u></u>

**SUPPLEMENTAL EXHIBITS**

**GENERAL CAPITAL FUND**



TOWNSHIP OF HAINESPORT  
GENERAL CAPITAL FUND  
Statement of General Capital Cash  
For the Year Ended December 31, 2017

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Balance December 31, 2016	\$ 4,255.25
Increased by Receipts:	
Due Current Fund	<u>231,323.67</u>
	235,578.92
Decreased by Disbursements:	
Improvement Authorizations	<u>49,084.16</u>
Balance December 31, 2017	<u>\$ 186,494.76</u>

**TOWNSHIP OF HAINESPORT**  
**GENERAL CAPITAL FUND**  
 Analysis of General Capital Cash  
 For the Year Ended December 31, 2017

	Balance (Deficit) <u>Dec. 31, 2016</u>	<u>Receipts</u>  Miscellaneous	<u>Disbursements</u>  Improvement Authorizations	<u>Transfers</u>		Balance (Deficit) <u>Dec. 31, 2017</u>
				<u>From</u>	<u>To</u>	
Fund Balance	\$ 12,046.91				\$ 84,230.02	\$ 96,276.93
Capital Improvement Fund	311,000.00			\$ 270,048.00	357,000.00	397,952.00
Reserve for Interest	24,786.67					24,786.67
Reserve for Preliminary Expenses:						
Purchase of Land for Open Space	9,995.26					9,995.26
Reserve for Encumbrances					63,166.00	63,166.00
Due from Burlington County Open Space Grant	(32,960.00)				16,640.00	(16,320.00)
Due from Bank	(183.63)					(183.63)
Due Trust - Municipal Open Space Fund	65,000.00					65,000.00
Due to Grant Fund	17,924.79					17,924.79
Due Current Fund	198,114.33	\$ 231,323.67		446,078.00		(16,640.00)
Ordinance <u>Number</u>						
2000-08-05;						
2001-05-06 Construction of New Municipal Facility	3,230.83			3,230.83		
2000-13-8 Construction of a Sewerage Conveyance System	(617,366.48)				72,438.00	(544,928.48)
2000-14-10 Purchase of Public Works Equipment	2,397.05					2,397.05
2001-06-09 Purchase of Computer Equipment	2,261.12					2,261.12
2003-01-04 Road Overlay Program	15,913.88					15,913.88
2007-01-04; Acquisition of Various Pieces of Capital						
2007-10-11 Equipment and the Construction and the						
Completion of Various Capital Improvements	28,169.05		\$ 14,850.73			13,318.32
2009-08-11 Various Capital Projects	(162,636.94)					(162,636.94)
2011-09-07 Purchase of Public Works Equipment and						
Recreation Project Expenses	51,746.55		4,608.01	41,082.26		6,056.28
2012-01-01 Recreation Project Expenses and Purchase						
of a Recreation Vehicle	12,501.93					12,501.93
2013-02-03 Refurbishment of a Fire Truck	20,047.00					20,047.00
2013-05-07 Purchase of Brush HAWG Grapple Truck	18,113.00		2,350.00	15,763.00		
2014-06-08 Purchase of Public Works Equipment and						
Heating / Air-conditioning System Expenses	15,122.00			15,122.00		
2015-09-11 Purchase of Type III Class I Emergency Vehicle	9,031.93			9,031.93		
2017-07 Various Capital Improvements				63,166.00	105,000.00	41,834.00
2017-9-8 Acquisition of Real Property			27,275.42		31,500.00	4,224.58
2017-17 Purchase of a Dump Truck and Snow Plow					133,548.00	133,548.00
	<u>\$ 4,255.25</u>	<u>\$ 231,323.67</u>	<u>\$ 49,084.16</u>	<u>\$ 863,522.02</u>	<u>\$ 863,522.02</u>	<u>\$ 186,494.76</u>

**TOWNSHIP OF HAINESPORT**  
**GENERAL CAPITAL FUND**  
Statement of Due from Burlington County - Open Space Grant  
For the Year Ended December 31, 2017

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Balance December 31, 2016	\$ 32,960.00
Decreased by:	
Collected by Current Fund on Behalf of General Capital Fund	<u>16,640.00</u>
Balance December 31, 2017	<u><u>\$ 16,320.00</u></u>

**TOWNSHIP OF HAINESPORT**  
**GENERAL CAPITAL FUND**  
Statement of Capital Improvement Fund  
For the Year Ended December 31, 2017

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Balance December 31, 2016	\$ 311,000.00
Increased by:	
Due Current Fund - 2017 Budget Appropriation	<u>357,000.00</u>
	668,000.00
Decreased by:	
Appropriation to Finance Improvement Authorizations	<u>270,048.00</u>
Balance December 31, 2017	<u><u>\$ 397,952.00</u></u>

**TOWNSHIP OF HAINESPORT**  
**GENERAL CAPITAL FUND**  
Statement of Deferred Charges to Future Taxation - Funded  
For the Year Ended December 31, 2017

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Balance December 31, 2016			\$ 1,582,660.18
Decreased by:			
2017 Budget Appropriation - Green Acres Loan	\$ 28,007.48		
2017 Budget Appropriation - N.J. Wastewater Treatment Loans	<u>331,701.80</u>		
			<u>359,709.28</u>
Balance December 31, 2017			<u><u>\$ 1,222,950.90</u></u>

**TOWNSHIP OF HAINESPORT**  
**GENERAL CAPITAL FUND**  
Statement of Deferred Charges to Future Taxation - Unfunded  
For the Year Ended December 31, 2017

		Increased by	Decreased by		Analysis of Balance Dec. 31, 2017			
Ordinance Number			Notes Paid by Budget Appropriation	Raised by Budget Appropriation	Balance Dec. 31, 2017	Bond Anticipation Notes	Expenditures	Unexpended Improvement Authorizations
2000-13-08	Construction of a Sewerage Conveyance System	\$ 1,042,903.86		\$ 72,438.00	\$ 970,465.86		\$ 544,928.48	\$ 425,537.38
2007-01-04; 2007-10-11	Acquisition of Various Pieces of Capital Equipment and the Construction and Completion of Various Capital Improvements	142,500.00	\$ 50,000.00		92,500.00	\$ 92,500.00		
2009-08-11	Various Capital Projects	176,725.03			176,725.03		162,636.94	14,088.09
2013-02-03	Refurbishment of a Fire Truck	299,250.00	22,500.00		276,750.00	276,750.00		
2017-09	Acquisition of Real Property	\$ 598,500.00			598,500.00			598,500.00
		<u>\$ 1,661,378.89</u>	<u>\$ 598,500.00</u>	<u>\$ 72,438.00</u>	<u>\$ 2,114,940.89</u>	<u>\$ 369,250.00</u>	<u>\$ 707,565.42</u>	<u>\$ 1,038,125.47</u>
Improvement Authorizations - Unfunded								\$ 1,051,443.79
Less: Unexpended Proceeds of Bond Anticipation Notes Issued:								
Ordinance Number:								
2007-01-04; 2007-10-01								13,318.32
								<u>\$ 1,038,125.47</u>

**TOWNSHIP OF HAINESPORT**  
GENERAL CAPITAL FUND  
Statement of Reserve for Encumbrances  
For the Year Ended December 31, 2017

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Increased by:	
2017 Encumbrances Charged to Improvement Authorizations	\$ 63,166.00
Balance December 31, 2017	<u>\$ 63,166.00</u>

**TOWNSHIP OF HAINESPORT**  
**GENERAL CAPITAL FUND**  
Statement of Improvement Authorizations  
For the Year Ended December 31, 2017

Ordinance Number	Improvement Description	Ordinance Date	Amount	Balance Dec. 31, 2016		2017 Authorizations	Paid or Charged	Canceled	Balance Dec. 31, 2017	
				Funded	Unfunded				Funded	Unfunded
General Improvements:										
2001-05-06	Construction of New Municipal Facility	07/21/01	\$ 1,800,000.00	\$ 3,230.83				\$ 3,230.83		
2000-13-08	Construction of Sewerage Conveyance System	09/26/00	14,000,000.00		\$ 425,537.38					\$ 425,537.38
2000-14-10	Purchase of Public Works Equipment	11/28/00	20,000.00	2,397.05					\$ 2,397.05	
2001-06-09	Purchase of Computer Equipment	10/23/01	25,000.00	2,261.12					2,261.12	
2003-01-04	Road Overlay Program	05/13/03	150,000.00	15,913.88					15,913.88	
2007-01-04	Acquisition of Various Pieces of Capital									
2007-10-11	Equipment and the Construction and the									
	Completion of Various Capital Improvements	12/15/07	1,500,000.00		28,169.05		\$ 14,850.73			13,318.32
2009-08-11	Various Capital Projects	12/08/09	950,000.00		14,088.09					14,088.09
2011-09-07	Purchase of Public Works Equipment and									
	Recreation Project Expenses	09/13/11	242,000.00	51,746.55			4,608.01	41,082.26	6,056.28	
2012-01-01	Recreation Project Expenses and Purchase									
	of a Recreation Vehicle	03/03/12	158,500.00	12,501.93					12,501.93	
2013-02-03	Refurbishment of a Fire Truck	04/09/13	450,000.00	20,047.00					20,047.00	
2013-05-07	Purchase of Brush HAWG Grapple Truck	08/13/13	160,000.00	18,113.00			2,350.00	15,763.00		
2014-06-08	Purchase of Public Works Equipment and									
	Heating / Air-conditioning System Expenses	09/09/14	200,000.00	15,122.00				15,122.00		
2015-09-11	Purchase of Type III Class I Emergency Vehicle	12/08/15	190,000.00	9,031.93				9,031.93		
2017-07	Various Capital Improvements	08/08/17	105,000.00			\$ 105,000.00	63,166.00		41,834.00	
2017-09	Acquisition of Real Property	09/12/17	630,000.00			630,000.00	27,275.42		4,224.58	598,500.00
2017-17	Purchase of a Dump Truck and Snow Plow	12/21/17	133,548.00			133,548.00			133,548.00	
				<u>\$ 150,365.29</u>	<u>\$ 467,794.52</u>	<u>\$ 868,548.00</u>	<u>\$ 112,250.16</u>	<u>\$ 84,230.02</u>	<u>\$ 238,783.84</u>	<u>\$ 1,051,443.79</u>
Capital Improvement Fund						\$ 270,048.00				
Deferred Charged to Future Taxation Unfunded						598,500.00				
Canceled to General Capital Surplus								\$ 84,230.02		
Reserve for Encumbrances							\$ 63,166.00			
Disbursements							49,084.16			
						<u>\$ 868,548.00</u>	<u>\$ 112,250.16</u>	<u>\$ 84,230.02</u>		



**TOWNSHIP OF HAINESPORT**  
**GENERAL CAPITAL FUND**  
Statement of Due To / (From) Current Fund  
For the Year Ended December 31, 2017

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Balance December 31, 2016 - Due To		\$ 198,114.33
Increased by:		
Disbursed by Current Fund on Behalf of General Capital Fund:		
Payment of Bond Anticipation Notes	\$ 369,250.00	
Receipts - Interfund Liquidated	<u>231,323.67</u>	
		<u>600,573.67</u>
		798,688.00
Decreased by:		
Collected by Current Fund on Behalf of General Capital Fund:		
Due from Burlington County - Open Space Grant	16,640.00	
Bond Anticipation Notes	369,250.00	
Budget Appropriations:		
Capital Improvement Fund	357,000.00	
Deferred Charges Unfunded	<u>72,438.00</u>	
		<u>815,328.00</u>
Balance December 31, 2017 - (Due From)		<u><u>\$ (16,640.00)</u></u>



**TOWNSHIP OF HAINESPORT**  
**GENERAL CAPITAL FUND**  
Statement of State of N.J. Wastewater Treatment Loans Payable  
For the Year Ended December 31, 2017

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Balance December 31, 2016	\$ 1,421,487.14
Decreased by:	
2017 Budget Appropriation to Pay Loans	<u>331,701.80</u>
Balance December 31, 2017	<u><u>\$ 1,089,785.34</u></u>

Schedule of 2001 Loan Payable December 31, 2017

<u>Due Date</u>	<u>Total</u>	<u>Trust Loan</u>	<u>Amount</u> <u>Fund Loan</u>
February 1, 2018	\$ 13,055.99		\$ 13,055.99
August 1, 2018	137,524.84		137,524.84
August 1, 2018	192,065.50	\$ 192,065.50	
February 1, 2019	9,944.26		9,944.26
August 1, 2019	101,742.80		101,742.80
August 1, 2019	202,281.75	202,281.75	
August 1, 2020	212,498.00	212,498.00	
August 1, 2021	<u>220,672.20</u>	<u>220,672.20</u>	
	<u><u>\$ 1,089,785.34</u></u>	<u><u>\$ 827,517.45</u></u>	<u><u>\$ 262,267.89</u></u>

See Exhibit SB-12 for Trust Assessment Fund Portion.

**TOWNSHIP OF HAINESPORT**  
**GENERAL CAPITAL FUND**  
Statement of State of Green Acres Assistance Loan Payable  
For the Year Ended December 31, 2017

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Balance December 31, 2016	\$ 161,173.04
Decreased by:	
2017 Budget Appropriation to Pay Loans	<u>28,007.48</u>
Balance December 31, 2017	<u><u>\$ 133,165.56</u></u>

Schedule of Loan Payable December 31, 2017

<u>Due Date</u>	<u>Principal Amount</u>
May 22, 2018	\$ 14,214.14
November 22, 2018	14,356.28
May 22, 2019	14,499.85
November 22, 2019	14,644.84
May 22, 2020	14,791.29
November 22, 2020	14,939.21
May 22, 2021	15,088.60
November 22, 2021	15,239.48
May 22, 2022	<u>15,391.87</u>
	<u><u>\$ 133,165.56</u></u>

**TOWNSHIP OF HAINESPORT**  
**GENERAL CAPITAL FUND**  
Statement of Bonds and Notes Authorized But Not Issued  
For the Year Ended December 31, 2017

Ordinance Number	Improvement Description	Balance Dec. 31, 2016	Increased by	Decreased by	Balance Dec. 31, 2017
			Authorizations	Raised by Budget Appropriation	
2000-13-08	Construction of a Sewerage Conveyance System	\$ 1,042,903.86		\$ 72,438.00	\$ 970,465.86
2009-08-11	Various Capital Projects	176,725.03			176,725.03
2017-09	Acquisition of Real Property		\$ 598,500.00		598,500.00
		<u>\$ 1,219,628.89</u>	<u>\$ 598,500.00</u>	<u>\$ 72,438.00</u>	<u>\$ 1,745,690.89</u>

**PART II**

**SCHEDULE OF FINDINGS AND RECOMMENDATIONS**

**FOR THE YEAR ENDED DECEMBER 31, 2017**

**TOWNSHIP OF HAINESPORT**  
Schedule of Findings and Recommendations  
For the Year Ended December 31, 2017

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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.

There are no current year findings.

**TOWNSHIP OF HAINESPORT**  
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**

There were no prior year findings.



**TOWNSHIP OF HAINESPORT**  
**Officials in Office and Surety Bonds**

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

<u><b>Name</b></u>	<u><b>Title</b></u>	<u><b>Amount of Surety Bond</b></u>
Anthony Porto II	Mayor	(B)
Frank Masciocchi	Deputy Mayor	(B)
Michael Dickinson	Committeeman	(B)
Michael Fitzpatrick	Committeeman	(B)
Leila Gilmore	Committeewoman	(B)
Leo Selb	Township Administrator; Township Clerk (Jan. 2017)	
Paula Kosko	Township Administrator; Township Clerk (Apr. 2017 – Dec. 2017)	(B)
Joanne Mustafa	Chief Financial Officer (Jan. 2017)	
Dawn Emmons	Chief Financial Officer (Feb. 2017 – Dec. 2017)	(B)
Sharon Deviney	Tax Collector, Tax Search Officer, and Deputy Registrar	(A)
Paula Tiver	Recreation Director, Registrar, Tax Office Assistant, and Administrative Assistant	(B)
Kathy Newcomb	Construction Permit Clerk, and Zoning Official	(B)
Gene Blair	Construction Official and Building Sub-code Official	(B)
James Mancini	Tax Assessor	(B)
Richard Alaimo	Engineer	
John C. Gillespie	Solicitor	

(A) Statutory Position Bond - Burlington County Joint Insurance Pool \$50,000.00. Amounts in excess of \$50,000.00 covered by Municipal Excess Liability Joint Insurance Fund to \$950,000.00

(B) Public Officials Bond - Burlington County Joint Insurance Pool \$50,000.00. Amounts in excess of \$50,000.00 covered by Municipal Excess Liability Joint Insurance Fund to \$950,000.00

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**APPRECIATION**

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

Respectfully submitted,

BOWMAN & COMPANY LLP  
Certified Public Accountants  
& Consultants

A handwritten signature in black ink, appearing to read "R.P. 3" or "R.P. Jr.", written in a cursive style.

Robert P. Nehila, Jr.  
Certified Public Accountant  
Registered Municipal Accountant

