

**TOWNSHIP OF MAPLE SHADE  
COUNTY OF BURLINGTON  
REPORT OF AUDIT  
FOR THE YEAR 2013**



*75 YEARS OF SERVICE*  
1939-2014

**TOWNSHIP OF MAPLE SHADE**  
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**TOWNSHIP OF MAPLE SHADE**  
**PART 1**  
**REPORT OF AUDIT OF FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

## **INDEPENDENT AUDITOR'S REPORT**

The Honorable Mayor and  
Members of the Township Council  
Township of Maple Shade  
Maple Shade, New Jersey 08052

### ***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 Maple Shade, in the County of Burlington, State of New Jersey, as of December 31, 2013 and 2012, and the related statements of operations and changes in fund balance - regulatory basis for the years then ended, and the related statement of revenues - regulatory basis, statement of expenditures - regulatory basis, and statement of general fixed assets group of accounts for the year ended December 31, 2013 and the related notes to the financial statements, which collectively comprise the 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. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

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

As described in Note 1 of the financial statements, the financial statements are prepared by the 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 U.S. Generally Accepted Accounting Principles***

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

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

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

***Other Information***

Our audits were conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's basic financial statements. The supplemental financial statements presented for the various funds are presented for purposes of additional analysis as required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, and are not a required part of the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is also not a required part of the financial statements.

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

**Other Reporting Required by Government Auditing Standards**

In accordance with Government Auditing Standards, we have also issued our report dated June 26, 2014 on our consideration of the Township of Maple Shade's, 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 to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Township of Maple Shade's internal control over financial reporting.

Respectfully submitted,

*Bowman & Company LLP*

BOWMAN & COMPANY LLP  
Certified Public Accountants  
& Consultants

*Todd R. Saler*

Todd R. Saler  
Certified Public Accountant  
Registered Municipal Accountant

Voorhees, New Jersey  
June 26, 2014

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

**INDEPENDENT AUDITOR'S REPORT**

The Honorable Mayor and  
Members of the Township Council  
Township of Maple Shade  
Maple Shade, New Jersey 08052

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 Maple Shade, in the County of Burlington, State of New Jersey, as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements, and have issued our report thereon dated June 26, 2014. That report indicated that the Township of Maple Shade'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 Maple Shade'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's internal control. Accordingly, we do not express an opinion on the effectiveness of Township of Maple Shade'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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify certain deficiencies in internal control, described in the accompanying Schedule of Findings and Questioned Costs that we consider to be significant deficiencies: 2013-1 and 2013-3.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Township of Maple Shade'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 instances of noncompliance or other matters that are required to be reported under Government Auditing Standards or audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and which are described in the accompanying Schedule of Findings and Questioned Costs as items 2013-1, 2013-2, 2013-3 and 2013-4.

**The Township of Maple Shade's Response to Findings**

The Township of Maple Shade's response to the findings identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. The Township's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

**Purpose of this Report**

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

Respectfully submitted,

*Bowman & Company LLP*

BOWMAN & COMPANY LLP  
Certified Public Accountants  
& Consultants

*Todd R. Saler*

Todd R. Saler  
Certified Public Accountant  
Registered Municipal Accountant

Voorhees, New Jersey  
June 26, 2014

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
 Statements of Assets, Liabilities, Reserves and Fund Balance -- Regulatory Basis  
 As of December 31, 2013 and 2012

	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
<b><u>ASSETS</u></b>			
Regular Fund:			
Cash	SA-1	\$ 3,610,930.98	\$ 3,415,169.98
Change Funds	SA-3	<u>470.00</u>	<u>450.00</u>
		<u>3,611,400.98</u>	<u>3,415,619.98</u>
Receivables and Other Assets with Full Reserves:			
Fuel Reimbursements Receivable	SA-4	8,515.54	9,562.71
Delinquent Property Taxes Receivable	SA-5	664,964.71	819,148.39
Tax Title Liens Receivable	SA-6	94,996.49	82,288.13
Property Acquired for Taxes--Assessed Valuation		36,649.50	36,649.50
Other Accounts Receivable	SA-7	83,048.45	1,095.96
Revenue Accounts Receivable	SA-9	151,764.38	143,527.77
Due from Federal and State Grant Fund	SA-1	608,164.81	
Due from Dog License Fund	SB-5	13,351.77	15,260.41
Due from Trust Other Funds	SB-3	8,951.70	8,805.07
Due from General Capital Fund	SC-4	<u>42,153.00</u>	
		<u>1,712,560.35</u>	<u>1,116,337.94</u>
Deferred Charges:			
Special Emergency Authorizations	SA-21	<u>470,000.00</u>	
		<u>5,793,961.33</u>	<u>4,531,957.92</u>
Federal and State Grant Fund:			
Cash	SA-1		39,293.19
Federal and State Grants Receivable	SA-24	<u>1,073,592.59</u>	<u>1,057,575.76</u>
		<u>1,073,592.59</u>	<u>1,096,868.95</u>
		<u>\$ 6,867,553.92</u>	<u>\$ 5,628,826.87</u>

(Continued)

**TOWNSHIP OF MAPLE SHADE**  
CURRENT FUND

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

	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
<u>LIABILITIES, RESERVES</u>			
<u>AND FUND BALANCE</u>			
Regular Fund:			
Liabilities:			
Due to Election Workers	SA-8	\$ 4,360.00	\$ 2,840.00
Appropriation Reserves	A-3; SA-10	1,113,898.78	902,621.33
Reserve for Encumbrances	A-3; SA-23	153,868.20	183,897.50
Due to State of New Jersey--Veterans and Senior Citizens Deductions	SA-11	43,868.60	41,785.10
Prepaid Taxes	SA-12	662,064.87	402,509.17
Tax Overpayments	SA-13	209,406.24	314,487.06
Due County For Added and Omitted Taxes	SA-14	3,489.73	6,532.38
Accounts Payable	SA-15	336,892.07	89,851.71
Local District School Tax Payable	SA-17	13,130.00	13,132.50
Reserve for Tax Appeals	SA-18	219,937.40	
Reserve for Revaluation	SA-19	174,861.71	
Special Emergency Note Payable	SA-20	470,000.00	
Due to State of New Jersey--Marriage Licenses and Burial Permit Fees	SA-22	750.00	2,025.00
Due to Water/Sewer Utility Operating Fund	SD-8	792.43	
Reserve for Expense of Participation In Free County Library with State Aid		<u>374.57</u>	<u>374.57</u>
		3,407,694.60	1,960,056.32
Reserve for Receivables and Other Assets	A	1,712,560.35	1,116,337.94
Fund Balance	A-1	<u>673,706.38</u>	<u>1,455,563.66</u>
		<u>5,793,961.33</u>	<u>4,531,957.92</u>
Federal and State Grant Fund:			
Reserve for Federal and State Grants:			
Unappropriated	SA-25	30,258.98	30,221.65
Appropriated	SA-26	175,869.25	318,086.75
Reserve for Encumbrances	SA-27	259,299.55	748,560.55
Due to Current Fund	SA-1	<u>608,164.81</u>	
		<u>1,073,592.59</u>	<u>1,096,868.95</u>
		<u>\$ 6,867,553.92</u>	<u>\$ 5,628,826.87</u>

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

**TOWNSHIP OF MAPLE SHADE**  
CURRENT FUND

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

	<u>2013</u>	<u>2012</u>
<u>Revenue and Other</u>		
<u>Income Realized</u>		
Fund Balance Utilized	\$ 1,260,000.00	\$ 950,000.00
Miscellaneous Revenue Anticipated	3,519,470.67	3,292,646.17
Receipts from Delinquent Taxes	599,146.88	488,463.29
Receipts from Current Taxes	38,554,878.70	38,497,388.16
Non-Budget Revenues	441,512.34	354,249.28
Other Credits to Income:		
Unexpended Balance of Appropriation Reserves	595,501.26	729,907.90
Cancellation of:		
Tax Overpayments	8,390.12	
Accounts Payable	42,228.12	70,308.31
Reserves Liquidated:		
Due Dog License Fund	1,908.64	
Other Accounts Receivable		2,525.92
Fuel Reimbursements Receivable	1,047.17	
	45,024,083.90	44,385,489.03
 <u>Expenditures</u>		
Budget and Emergency Appropriations:		
Operations Within "CAPS":		
Salaries and Wages	5,455,086.00	5,386,565.00
Other Expenses	5,087,532.50	4,556,412.00
Deferred Charges and Statutory		
Expenditures Within "CAPS"	1,271,201.42	1,232,297.47
Operations--Excluded from "CAPS":		
Salaries and Wages	164,253.02	144,340.97
Other Expenses	555,808.93	187,880.40
Capital Improvements--Excluded from "CAPS"	325,090.31	150,000.00
Municipal Debt Service--Excluded from "CAPS"	2,484,089.34	2,458,258.76
Deferred Charges Municipal--Excluded from "CAPS"		
County Taxes	5,497,293.47	6,021,706.32
County Share of Added and Omitted Taxes	3,489.73	6,532.38
Local District School Tax	23,421,753.50	23,215,615.50
Veterans and Senior Citizens Deductions Disallowed		
By Tax Collector (Net)--Prior Year Taxes	8,176.03	19,605.10
Refund of Prior Year Revenue:		
Transferred to Tax Overpayments		145,117.22
Disbursed	9,750.00	9,296.05

(Continued)

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
 Statements of Operations and Changes in Fund Balance -- Regulatory Basis  
 For the Years Ended December 31, 2013 and 2012

<u>Expenditures (Cont'd)</u>	<u>2013</u>	<u>2012</u>
Reserves Created:		
Due Federal and State Grant Fund	\$ 608,164.81	
Due Dog License Fund		\$ 1,993.52
Due Trust Other Funds	146.63	8,805.07
Due General Capital Fund	42,153.00	
Other Accounts Receivable	81,952.49	
Fuel Reimbursements Receivable		1,840.43
	45,015,941.18	43,546,266.19
Total Expenditures		
Excess In Revenue	8,142.72	839,222.84
Adjustments to Income Before Fund Balance:		
Expenditures Included above which are by Statute Deferred Charges to Budget of Succeeding Years	470,000.00	-
Statutory Excess to Fund Balance	478,142.72	839,222.84
Fund Balance		
Balance Jan. 1	1,455,563.66	1,566,340.82
	1,933,706.38	2,405,563.66
Decreased by:		
Utilized as Revenue	1,260,000.00	950,000.00
Balance Dec. 31	\$ 673,706.38	\$ 1,455,563.66

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

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Revenues -- Regulatory Basis  
For the Year Ended December 31, 2013

	Budget	Special N.J.S.40A:4-87	Realized	Excess or (Deficit)
Fund Balance Anticipated	\$ 1,260,000.00	-	\$ 1,260,000.00	-
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	48,000.00		48,564.00	\$ 564.00
Other	11,000.00		17,450.00	6,450.00
Fees and Permits	150,000.00		169,374.34	19,374.34
Fines and Costs:				
Municipal Court	198,000.00		223,315.72	25,315.72
Interest and Costs on Taxes	185,000.00		174,751.57	(10,248.43)
Interest on Investments and Deposits	24,000.00		11,658.67	(12,341.33)
Hotel Occupancy Fees	105,000.00		108,374.95	3,374.95
Local Fire Safety Fees	18,000.00		21,375.00	3,375.00
Consolidated Municipal Property Tax Relief Aid	123,888.00		117,693.60	(6,194.40)
Energy Receipts Tax	1,585,764.00		1,575,495.64	(10,268.36)
Uniform Construction Code Fees	155,000.00		160,019.00	5,019.00
Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services:				
Interlocal Municipal Service Agreements Off-Set with Appropriations:				
Township of Eastampton--Tax Assessor	44,000.00		44,000.00	
Township of Eastampton--Tax Assessor--Revaluation	15,000.00		11,794.29	(3,205.71)
Township of Maple Shade School District--Police	76,000.00		76,000.00	
Public and Private Revenues Off-Set with Appropriations:				
Clean Communities Program		\$ 35,164.13	35,164.13	
Municipal Drug Alliance Program		21,440.00	21,440.00	
Body Armor Replacement Grant	3,477.24		3,477.24	
Recycling Tonnage Grant	26,582.52		26,582.52	
Alcohol Education and Rehabilitation Fund	161.89		161.89	
Bulletproof Vest Program		3,241.88	3,241.88	
New Jersey Transportation Trust Fund Authority Act				
NJ Transportation Trust Fund Highway Safety Program		57,937.31	57,937.31	
Burlington County Park Grant		75,000.00	75,000.00	
Other Special Items:				
Utility Operating Surplus of Prior Year	360,000.00		360,000.00	
Uniform Fire Safety Act Fees	32,000.00		35,319.27	3,319.27
Reserve for Payment of Bonds	67,989.15		67,989.15	
Continuing Certificate of Occupancy Program	10,350.00			(10,350.00)
Reserve for Road Repairs--School House Lane	42,153.00		42,153.00	
Insurance Proceeds	31,137.50		31,137.50	
<b>Total Miscellaneous Revenues</b>	<b>3,312,503.30</b>	<b>192,783.32</b>	<b>3,519,470.67</b>	<b>14,184.05</b>
Receipts from Delinquent Taxes	640,000.00	-	599,146.88	(40,853.12)
Amount to be Raised by Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	10,578,989.70	-	10,700,600.06	121,610.36
<b>Budget Totals</b>	<b>15,791,493.00</b>	<b>192,783.32</b>	<b>16,079,217.61</b>	<b>94,941.29</b>
Non-Budget Revenue	-	-	441,512.34	441,512.34
	<b>\$ 15,791,493.00</b>	<b>\$ 192,783.32</b>	<b>\$ 16,520,729.95</b>	<b>\$ 536,453.63</b>

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Revenues -- Regulatory Basis  
For the Year Ended December 31, 2013

Analysis of Realized Revenues

Allocation of Current Tax Collections:	
Revenue from Collections	\$ 38,554,878.70
Allocated to:	
School and County Taxes	<u>28,953,295.20</u>
Balance for Support of Municipal Budget Appropriations	9,601,583.50
Add: Appropriation "Reserve for Uncollected Taxes"	<u>1,099,016.56</u>
Amount for Support of Municipal Budget Appropriations	<u><u>\$ 10,700,600.06</u></u>
Receipts from Delinquent Taxes:	
Delinquent Tax Collections	\$ 598,896.88
Overpayments Applied	<u>250.00</u>
	<u><u>\$ 599,146.88</u></u>
Licenses--Other:	
Clerk	<u><u>\$ 17,450.00</u></u>
Fees and Permits--Other:	
Clerk:	
Certified Copies	\$ 595.00
NSF Fees	120.00
Registrar of Vital Statistics	13,391.00
Community Development:	
Street Openings	490.00
Planning/Zoning	11,950.00
Tax Collector:	
Board of Health	3,050.00
Tax Searches	50.00
Forfeited Tax Title Lien Redemption	100.00
Treasurer:	
Other Fees and Permits	230.00
Property Lists	1,983.09
Cable TV Franchise	133,197.89
Gun Permits	923.10
Police	50.00
Accident Reports	284.26
Alarm Systems	<u>2,960.00</u>
	<u><u>\$ 169,374.34</u></u>

(Continued)

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Revenues -- Regulatory Basis  
For the Year Ended December 31, 2013

Analysis of Realized Revenues (Cont'd)

Local Fire Safety Fees:			
Smoke Detector Fees		\$	6,435.00
Non-Life Hazard Fees			<u>14,940.00</u>
		\$	<u><u>21,375.00</u></u>
Miscellaneous Revenue Not Anticipated:			
Treasurer:			
Miscellaneous	\$	434.14	
Tower Lease		63,094.57	
Administrative Fees:			
Senior Citizens and Veterans Deductions		4,360.85	
Sump Pump Fees		125.00	
DMV Inspection Fees		775.00	
Tax Abatement Application		10,000.00	
Rental Fees		30,000.00	
JIF Safety Award		2,500.00	
Refund of Prior Year Expenditures		62,551.23	
Maintenance Liens		<u>780.58</u>	
			\$ 174,621.37
Due from Trust Other Funds:			
Administrative Fees:			
MACCS		8,626.11	
Police Outside Services		<u>8,606.52</u>	
			17,232.63
Collector:			
Payment in Lieu of Taxes		249,498.34	
Duplicate Tax Bills		<u>160.00</u>	
			<u>249,658.34</u>
		\$	<u><u>441,512.34</u></u>

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

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Expenditures -- Regulatory Basis  
For the Years Ended December 31, 2013

	Appropriations		Expended			Unexpended Balance Canceled
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Encumbered</u>	<u>Reserved</u>	
<u>OPERATIONS--WITHIN "CAPS"</u>						
<u>GENERAL GOVERNMENT FUNCTIONS</u>						
Township Council						
Salaries and Wages	\$ 34,500.00	\$ 34,500.00	\$ 32,917.20		\$ 1,582.80	
Township Manager						
Salaries and Wages	120,250.00	126,250.00	125,392.59		857.41	
Other Expenses	24,950.00	24,950.00	10,274.59	\$ 10,114.16	4,561.25	
Township Clerk						
Salaries and Wages	75,481.00	75,481.00	74,340.33		1,140.67	
Other Expenses	59,850.00	59,850.00	25,673.93	42.95	34,133.12	
Financial Administration						
Salaries and Wages	94,805.00	75,205.00	75,170.65		34.35	
Other Expenses	22,320.00	22,320.00	16,051.13	3,565.41	2,703.46	
Annual Audit Contractual	35,000.00	35,000.00	35,000.00			
Computer Maintenance	10,000.00	10,000.00	5,355.91		4,644.09	
Tax Collector						
Salaries and Wages	93,500.00	93,500.00	82,271.39		11,228.61	
Other Expenses	15,575.00	15,575.00	11,256.89	303.00	4,015.11	
Tax Assessor						
Salaries and Wages	65,000.00	65,000.00	64,601.26		398.74	
Other Expenses	25,000.00	25,000.00	8,123.64	103.03	16,773.33	
Revaluation (Special Emergency, \$470,000.00+)		470,000.00	470,000.00			
Office of Attorney						
Contractual Services	180,000.00	196,000.00	193,516.64		2,483.36	
Township Engineer						
Contractual Services	57,500.00	57,500.00	16,975.21		40,524.79	
Maple Shade Advisory Board						
Other Expenses	10,000.00	10,000.00	8,460.00	1,512.00	28.00	
Community Development						
Salaries and Wages	108,500.00	96,350.00	95,678.44		671.56	
Other Expenses	4,600.00	5,600.00	4,669.81	0.01	930.18	

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Expenditures -- Regulatory Basis  
For the Years Ended December 31, 2013

	Appropriations		Expended			Unexpended Balance Canceled
	<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>LAND USE ADMINISTRATION</u>						
Municipal Land Use Law (N.J.S.40:55D-1)						
Planning Board						
Contractual Services	\$ 10,300.00	\$ 11,800.00	\$ 8,909.97	\$ 37.95	\$ 2,852.08	
Zoning Board						
Contractual Services	10,850.00	10,850.00	3,894.34		6,955.66	
<u>INSURANCE</u>						
Unemployment Compensation	28,000.00	28,000.00	15,000.00		13,000.00	
General Liability	280,000.00	280,000.00	270,969.20		9,030.80	
Workers Compensation	3,000.00	3,000.00	2,505.35		494.65	
Employee Group Insurance	790,000.00	790,000.00	735,386.54	941.93	53,671.53	
Health Benefit Waiver	30,000.00	30,000.00	22,030.76		7,969.24	
<u>PUBLIC SAFETY FUNCTIONS</u>						
Police						
Salaries and Wages	3,848,000.00	3,848,000.00	3,529,220.21		318,779.79	
Other Expenses	323,137.50	323,137.50	234,607.51	28,047.37	60,482.62	
First Aid Organization						
Contribution	35,000.00	35,000.00	35,000.00			
Other Expenses	32,000.00	32,000.00	26,376.61		5,623.39	
Fire						
Other Expenses	114,000.00	114,000.00	113,670.64		329.36	
Uniform Fire Safety Act						
Salaries and Wages	37,550.00	38,050.00	37,754.26		295.74	
Other Expenses	12,000.00	11,500.00	5,390.17	281.96	5,827.87	

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Expenditures -- Regulatory Basis  
For the Years Ended December 31, 2013

	Appropriations		Expended			Unexpended Balance Canceled
	<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>PUBLIC SAFETY FUNCTIONS (CONT'D)</u>						
Municipal Prosecutor						
Contractual Services	\$ 16,000.00	\$ 16,000.00	\$ 15,000.00		\$ 1,000.00	
<u>PUBLIC WORKS FUNCTIONS</u>						
Streets						
Salaries and Wages	720,000.00	720,000.00	696,815.10		23,184.90	
Other Expenses	137,750.00	137,750.00	106,006.70	\$ 5,505.95	26,237.35	
Maintenance of Trees	15,000.00	15,000.00	14,250.00		750.00	
Sanitation						
Contractual	272,000.00	272,000.00	271,619.91		380.09	
Public Property						
Salaries and Wages	14,000.00	14,000.00	13,073.58		926.42	
Other Expenses	130,000.00	140,000.00	125,887.24	3,365.64	10,747.12	
Vehicle Maintenance	95,500.00	95,500.00	66,896.75	1,293.90	27,309.35	
<u>PARKS AND RECREATION FUNCTIONS</u>						
Recreation						
Salaries and Wages	17,500.00	17,500.00	17,487.82		12.18	
Other Expenses	76,500.00	76,500.00	69,219.36	1,300.00	5,980.64	

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Expenditures -- Regulatory Basis  
For the Years Ended December 31, 2013

	Appropriations		Expended			Unexpended Balance Canceled
	<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>						
Electricity	\$ 200,000.00	\$ 200,000.00	\$ 87,308.06		\$ 112,691.94	
Street Lighting	170,000.00	170,000.00	118,079.19		51,920.81	
Telephone	90,000.00	90,000.00	81,012.73	\$ 3,622.89	5,364.38	
Gas	32,000.00	32,000.00	14,834.01		17,165.99	
Gasoline	168,250.00	168,250.00	112,802.92		55,447.08	
<u>LANDFILL/SOLID WASTE DISPOSAL COSTS</u>						
Landfill/Solid Waste Disposal Cost	1,048,000.00	1,042,000.00	935,773.09	46,608.65	59,618.26	
<u>MUNICIPAL COURT FUNCTIONS</u>						
Municipal Court						
Salaries and Wages	141,750.00	141,750.00	141,678.39		71.61	
Other Expenses	6,500.00	9,750.00	5,436.68		4,313.32	
Public Defender						
Other Expenses	1,000.00	1,000.00	1,000.00			
<u>UNIFORM CONSTRUCTION CODE</u>						
Appropriations Offset by Dedicated Revenues (N.J.A.C. 5:23-4.17)						
Construction Official						
Salaries and Wages	109,500.00	109,500.00	109,016.72		483.28	
Other Expenses	10,350.00	10,350.00	7,989.58	562.01	1,798.41	
Continuing Certificate of Occupancy Program	10,350.00	10,350.00		10,350.00		
Total Operations--Within "CAPS"	<u>10,072,618.50</u>	<u>10,542,618.50</u>	<u>9,407,633.00</u>	<u>117,558.81</u>	<u>1,017,426.69</u>	<u>-</u>
Detail:						
Salaries and Wages	5,480,336.00	5,455,086.00	5,095,417.94		359,668.06	
Other Expenses	<u>4,592,282.50</u>	<u>5,087,532.50</u>	<u>4,312,215.06</u>	<u>117,558.81</u>	<u>657,758.63</u>	

(Continued)

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Expenditures -- Regulatory Basis  
For the Years Ended December 31, 2013

	Appropriations		Paid or Charged	Expended		Unexpended Balance Canceled
	Budget	Budget After Modification		Encumbered	Reserved	
<u>DEFERRED CHARGES AND STATUTORY EXPENDITURES--</u>						
<u>MUNICIPAL WITHIN "CAPS"</u>						
Deferred Charges:						
Deficit-Dog License Fund	\$ 11,907.65	\$ 11,907.65	\$ 11,907.65			
Prior Year Bills	20,000.00	20,000.00	13,015.77			\$ 6,984.23
Statutory Expenditures:						
Contribution to:						
Social Security System (O.A.S.I.)	240,000.00	240,000.00	194,391.73		\$ 45,608.27	
Public Employees' Retirement System	211,669.00	211,669.00	211,669.00			
Defined Contribution Retirement Program	2,500.00	2,500.00	1,169.46		1,330.54	
Police and Firemen's Retirement System of New Jersey	792,109.00	792,109.00	792,109.00			
Total Deferred Charges and Statutory Expenditures Municipal--Within "CAPS"	<u>1,278,185.65</u>	<u>1,278,185.65</u>	<u>1,224,262.61</u>	<u>-</u>	<u>46,938.81</u>	<u>6,984.23</u>
Total General Appropriations for Municipal Purposes Within "CAPS"	<u>11,350,804.15</u>	<u>11,820,804.15</u>	<u>10,631,895.61</u>	<u>\$ 117,558.81</u>	<u>1,064,365.50</u>	<u>6,984.23</u>
<u>OPERATIONS--EXCLUDED FROM "CAPS"</u>						
Recycling Tax	23,200.00	23,200.00	15,819.72		7,380.28	
Reserve for Tax Appeals	470,000.00	470,000.00	470,000.00			

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Expenditures -- Regulatory Basis  
For the Years Ended December 31, 2013

	Appropriations		Expended			Unexpended Balance Canceled
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Encumbered</u>	<u>Reserved</u>	
<u>OPERATIONS--EXCLUDED FROM "CAPS" (CONT'D)</u>						
Interlocal Municipal Service Agreements						
Tax Assessor - Township of Eastampton						
Salaries and Wages	\$ 52,927.00	\$ 52,927.00	\$ 52,927.00			
Other Expenses	6,073.00	6,073.00	2,861.90	\$ 5.39		\$ 3,205.71
Township of Maple Shade School District						
Police						
Salaries and Wages	76,000.00	76,000.00	76,000.00			
<u>OPERATIONS--EXCLUDED FROM "CAPS" (CONT'D)</u>						
Public and Private Programs Offset by Revenues						
Clean Communities Act						
Salaries and Wages (40A: 4-87, \$35,164.13+)		35,164.13	35,164.13			
Recycling Tonnage Grant	26,582.52	26,582.52	26,582.52			
Alcohol Education Grant	161.89	161.89	161.89			
Municipal Drug Alliance Grant						
Local Share	5,000.00	5,000.00	5,000.00			
State Share (40A: 4-87, \$21,440.00+)		21,440.00	21,440.00			
Body Armor Replacement Grant	3,477.24	3,477.24	3,477.24			
Bulletproof Vest Program (40A: 4-87, \$3,241.88+)		3,241.88	3,241.88			
Total Operations Excluded From "CAPS"	<u>663,421.65</u>	<u>723,267.66</u>	<u>712,676.28</u>	<u>5.39</u>	<u>\$ 7,380.28</u>	<u>3,205.71</u>
Detail:						
Salaries and Wages	129,088.89	164,253.02	164,253.02			
Other Expenses	<u>534,332.76</u>	<u>559,014.64</u>	<u>548,423.26</u>	<u>5.39</u>	<u>7,380.28</u>	<u>3,205.71</u>

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Expenditures -- Regulatory Basis  
For the Years Ended December 31, 2013

	Appropriations		Expended		Unexpended Balance Canceled
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Encumbered</u> <u>Reserved</u>	
<u>CAPITAL IMPROVEMENTS--EXCLUDED FROM "CAPS"</u>					
Capital Improvement Fund	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00		
Road Repairs -- School House Lane	42,153.00	42,153.00		\$ 42,153.00	
Public and Private Programs Offset by Revenues:					
Burlington County Park Development Grant (40A: 4-87, \$75,000.00+)		75,000.00	75,000.00		
NJ Transportation Trust Fund Highway Safety Program (40A: 4-87, \$57,937.31+)		57,937.31	57,937.31		
Total Capital Improvements--Excluded from "CAPS"	<u>192,153.00</u>	<u>325,090.31</u>	<u>282,937.31</u>	<u>-</u>	<u>42,153.00</u>
<u>MUNICIPAL DEBT SERVICE--EXCLUDED FROM "CAPS"</u>					
Payment of Bond Principal	1,787,000.00	1,787,000.00	1,787,000.00		
Interest on Bonds	681,430.00	681,430.00	681,421.70		\$ 8.30
Green Trust Loan Program:					
Loan Repayments for Principal and Interest	17,667.64	17,667.64	15,667.64		2,000.00
Total Municipal Debt Service--Excluded from "CAPS"	<u>2,486,097.64</u>	<u>2,486,097.64</u>	<u>2,484,089.34</u>	<u>-</u>	<u>2,008.30</u>
Total General Appropriations for Municipal Purposes Excluded from "CAPS"	<u>3,341,672.29</u>	<u>3,534,455.61</u>	<u>3,479,702.93</u>	<u>\$ 5.39</u>	<u>49,533.28</u>
Subtotal General Appropriations	14,692,476.44	15,355,259.76	14,111,598.54	117,564.20	1,113,898.78
Reserve for Uncollected Taxes	1,099,016.56	1,099,016.56	1,099,016.56		12,198.24
	<u>\$ 15,791,493.00</u>	<u>\$ 16,454,276.32</u>	<u>\$ 15,210,615.10</u>	<u>\$ 117,564.20</u>	<u>\$ 1,113,898.78</u>
					<u>\$ 12,198.24</u>

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Expenditures -- Regulatory Basis  
For the Years Ended December 31, 2013

	<u>Appropriations</u>		<u>Expended</u>			Unexpended Balance <u>Canceled</u>
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Encumbered</u>	<u>Reserved</u>	
Budget		\$ 15,791,493.00				
Appropriation by 40A:4-87		192,783.32				
Special Emergency Appropriations		<u>470,000.00</u>				
		<u>\$ 16,454,276.32</u>				
Deferred Charges:						
Due Dog License Fund			\$ 11,907.65			
Accounts Payable			13,015.77			
Reserve for Tax Appeals			470,000.00			
Reserve for Revaluation			480,021.35			
Reserve for Federal And State Grants--Appropriated			228,004.97			
Reserve for Uncollected Taxes			1,099,016.56			
Disbursed			<u>12,908,648.80</u>			
			<u>\$ 15,210,615.10</u>			

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

**TOWNSHIP OF MAPLE SHADE**  
**TRUST FUND**  
 Statements of Assets, Liabilities, Reserves, and Fund Balance -- Regulatory Basis  
 As of December 31, 2013 and 2012

<u>ASSETS</u>	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
Dog License Fund:			
Cash--Treasurer	SB-1	\$ 3,209.27	\$ 3,366.56
Deficit--Dog Fund Expenditures	SB-6	<u>10,174.30</u>	<u>11,907.65</u>
Total Dog License Fund		<u>13,383.57</u>	<u>15,274.21</u>
Other Funds:			
Cash--Treasurer	SB-1	1,116,066.80	884,673.23
Cash--Collector	SB-2	1,050,449.39	425,990.51
Other Accounts Receivable	SB-1	<u>174.44</u>	
Total Other Funds		<u>2,166,690.63</u>	<u>1,310,663.74</u>
		<u>\$ 2,180,074.20</u>	<u>\$ 1,325,937.95</u>
<u>LIABILITIES, RESERVES</u>			
<u>AND FUND BALANCE</u>			
Dog License Fund:			
Due to Current Fund	SB-5	\$ 13,351.77	\$ 15,260.41
Due to State of New Jersey	SB-7	<u>31.80</u>	<u>13.80</u>
Total Dog License Fund		<u>13,383.57</u>	<u>15,274.21</u>
Other Funds:			
Due to Current Fund	SB-3	8,951.70	8,805.07
Reserve for Escrow Deposits	SB-4	279,243.28	223,414.86
Payroll Deductions Payable	SB-8	89,514.91	78,968.17
Premiums Received at Tax Sales	SB-9	1,044,300.00	410,100.00
Deposits for Redemption of Tax Sale Certificates	SB-10	6,149.39	15,825.88
Reserve for New Jersey State Unemployment Compensation Insurance	SB-11	1,226.16	9,417.86
Reserve for Police Outside Service Deposits	SB-12	74,936.50	9,911.50
Reserve for Municipal Law Enforcement Expenditures	SB-13	104,097.24	75,757.38
Reserve for Public Defender Fees	SB-14	2,610.22	1,741.22
Reserve for Playground Improvements	SB-15	4,567.99	4,561.12
Reserve for Tree Planting	SB-16	36,072.11	31,021.76
Reserve for War Memorial Improvements	SB-17	1,055.68	1,054.10
Reserve for Police Equipment	SB-18	9,779.11	6,766.45
Reserve for Accumulated Leave	SB-19	200,408.13	277,761.95
Reserve for Maple Shade Library Donations	SB-20	54,798.09	55,215.30
Reserve for Municipal Apartment/Condominium Collection System	SB-21	182,931.36	62,292.81
Reserve for Federal Asset Forfeiture	SB-22	29,974.81	23,229.48
Reserve for Parking Offenses Adjudication Act	SB-23	1,019.28	965.78
Reserve for Uniform Fire Safety Penalties	SB-24	3,375.48	3,270.47
Reserve for COAH Development Fees	SB-25	49.11	48.89
Reserve for Road Openings	SB-26	10,580.00	7,480.00
Reserve for Municipal Alliance	SB-27	5,224.21	
Reserve for Sidewalk Assessment	SB-28	12,731.08	
Reserve for Police Unclaimed Monies	SB-29	41.10	
Reserve for Recreation Bus Services		1.21	1.21
Reserve for Waste Disposal Deposits		<u>3,052.48</u>	<u>3,052.48</u>
Total Other Funds		<u>2,166,690.63</u>	<u>1,310,663.74</u>
		<u>\$ 2,180,074.20</u>	<u>\$ 1,325,937.95</u>

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

**TOWNSHIP OF MAPLE SHADE**  
**GENERAL CAPITAL FUND**  
 Statements of Assets, Liabilities, Reserves and Fund Balances -- Regulatory Basis  
 As of December 31, 2013 and 2012

<u>ASSETS</u>	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
Cash--Treasurer	SC-1; SC-2	\$ 6,728,836.94	\$ 2,086,990.58
Grant Funds Receivable	SC-3	517,031.60	200,000.00
New Jersey DEP Grant/Loan Receivable		375,000.00	375,000.00
Deferred Charges to Future Taxation:			
Funded	SC-5	14,739,561.68	16,538,360.80
Unfunded	SC-6	8,669,998.31	5,981,428.31
		<u>\$ 31,030,428.53</u>	<u>\$ 25,181,779.69</u>
<u>LIABILITIES, RESERVES</u>			
<u>AND FUND BALANCE</u>			
Bond Anticipation Notes	SC-14	\$ 8,061,665.00	
Green Acres Trust Development Loans Payable	SC-13	184,561.68	\$ 196,360.80
General Serial Bonds	SC-12	14,555,000.00	16,342,000.00
Reserve for Encumbrances	SC-11	50,073.96	54,794.13
Contracts Payable	SC-10	1,784,854.40	670,599.42
Capital Improvement Fund	SC-9	39,378.00	23,808.00
Reserve for Payment of Bonds and Notes	SC-8	121,500.00	189,489.15
Improvement Authorizations:			
Funded	SC-7	1,478,869.71	2,251,016.50
Unfunded	SC-7	4,310,769.29	5,036,558.69
Due to Current Fund	SC-4	42,153.00	
Reserve for Road Repairs	SC-4		42,153.00
Reserve for New Jersey DEP Grant/Loan Receivable		375,000.00	375,000.00
Fund Balance	C-1	26,603.49	
		<u>\$ 31,030,428.53</u>	<u>\$ 25,181,779.69</u>

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

**TOWNSHIP OF MAPLE SHADE**  
**GENERAL CAPITAL FUND**  
Statement of Fund Balance -- Regulatory Basis  
For the Year Ended December 31, 2013

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Premium on Bonds Issued	\$ 26,603.49
Balance Dec. 31, 2013	<u>\$ 26,603.49</u>

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

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY FUND**  
 Statements of Assets, Liabilities, Reserves and Fund Balances -- Regulatory Basis  
 As of December 31, 2013 and 2012

<u>ASSETS</u>	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
Operating Fund:			
Cash--Treasurer	SD-1	\$ 2,245,446.03	\$ 2,012,118.42
Due from Current Fund	SD-8	792.43	
Due from Water/Sewer Utility Capital Fund	SD-9		179,534.25
		<u>2,246,238.46</u>	<u>2,191,652.67</u>
Receivables with Full Reserves:			
Consumer Accounts Receivable	SD-6	503,510.80	504,972.65
Fuel Reimbursements Receivable	SD-7	18,683.70	134.85
		<u>522,194.50</u>	<u>505,107.50</u>
Total Operating Fund		<u>2,768,432.96</u>	<u>2,696,760.17</u>
Assessment Trust Fund:			
Cash-Treasurer	SD-1; SD-4	29.13	29.13
Capital Fund:			
Cash--Treasurer	SD-1; SD-5	1,003,198.82	738,578.43
New Jersey Environmental Infrastructure Trust Funds Receivable	SD-3	108,491.00	1,437,731.75
Due from Water/Sewer Utility Operating Fund	SD-9	93,730.75	
Fixed Capital	SD-11	30,811,181.84	30,811,181.84
Fixed Capital Authorized and Uncompleted	SD-12	41,370,115.00	39,270,115.00
New Jersey DEP Grant Receivable		631,347.00	631,347.00
Total Capital Fund		<u>74,018,064.41</u>	<u>72,888,954.02</u>
		<u>\$ 76,786,526.50</u>	<u>\$ 75,585,743.32</u>

(Continued)

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY FUND**  
 Statements of Assets, Liabilities, Reserves and Fund Balances -- Regulatory Basis  
 As of December 31, 2013 and 2012

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>Ref.</u>	<u>2013</u>	<u>2012</u>
Operating Fund:			
Liabilities:			
Due to Water/Sewer Utility Capital Fund	SD-9	\$ 93,730.75	
Deposits Payable	SD-10	2,000.00	\$ 2,286.00
Appropriation Reserves	D-3; SD-13	488,857.66	498,156.00
Reserve for Encumbrances	D-3; SD-13	50,983.39	35,389.04
Accounts Payable	SD-14	37,956.36	124,626.10
Prepaid Water/Sewer Rents	SD-15	15,912.04	23,609.86
Water/Sewer Rents Overpayments	SD-16	2,557.76	
Accrued Interest on Bonds and Notes	SD-19	213,465.20	224,629.16
		<u>905,463.16</u>	<u>908,696.16</u>
Reserve for Receivables	D	522,194.50	505,107.50
Fund Balance	D-1	1,340,775.30	1,282,956.51
		<u>2,768,432.96</u>	<u>2,696,760.17</u>
Assessment Trust Fund:			
Fund Balance	SD-4	29.13	29.13
Capital Fund:			
Due to Water/Sewer Utility Operating Fund	SD-9		179,534.25
Capital Improvement Fund	SD-17	83.50	83.50
Improvement Authorizations:			
Funded	SD-20	1,928,451.13	2,360,018.01
Unfunded	SD-20	3,904,691.41	3,678,390.97
Contracts Payable	SD-21	2,453,592.78	965,734.70
Reserve for:			
Encumbrances	SD-18	12,180.00	5,130.00
Amortization	SD-22	40,221,875.09	38,819,630.79
Deferred Amortization	SD-23	1,871,596.00	1,771,596.00
Serial Bonds	SD-24	11,325,000.00	12,004,000.00
New Jersey Environmental Trust Loans Payable	SD-25	12,254,292.50	13,058,533.80
Fund Balance		<u>46,302.00</u>	<u>46,302.00</u>
		<u>74,018,064.41</u>	<u>72,888,954.02</u>
Total Capital Fund		<u>\$ 76,786,526.50</u>	<u>\$ 75,585,743.32</u>

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

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY OPERATING FUND**  
 Statements of Operations and Changes in Operating Fund Balance -- Regulatory Basis  
 For the Years Ended December 31, 2013 and 2012

<u>Revenue and Other</u> <u>Income Realized</u>	<u>2013</u>	<u>2012</u>
Operating Surplus Anticipated	\$ 404,200.00	\$ 380,000.00
Rents	7,330,486.08	7,878,353.45
Miscellaneous	131,690.21	134,552.01
Water/Sewer Utility Capital Surplus		157,934.25
Reserve for Payment of Bonds		21,600.00
Other Credits to Income:		
Reserves Liquidated:		
Fuel Reimbursements Receivable		3,236.31
Unexpended Balance of Appropriation Reserves	479,564.90	81,126.49
Accounts Payable Canceled	106,312.38	5,504.16
	<u>8,452,253.57</u>	<u>8,662,306.67</u>
Total Income		
<u>Expenditures</u>		
Budget Appropriations:		
Operating	5,265,370.00	5,404,148.00
Capital Improvements	100,000.00	100,000.00
Debt Service	2,195,190.93	2,248,752.40
Deferred Charges and Statutory Expenditures	25,000.00	25,000.00
Refund of Prior Year Revenue	26,125.00	
Reserves Created:		
Fuel Reimbursements Receivable	18,548.85	
	<u>7,630,234.78</u>	<u>7,777,900.40</u>
Total Expenditures		
Excess (Deficit) In Revenue	<u>822,018.79</u>	<u>884,406.27</u>
Statutory Excess to Fund Balance	822,018.79	884,406.27
<u>Fund Balance</u>		
Balance Jan. 1	<u>1,282,956.51</u>	<u>1,078,550.24</u>
	2,104,975.30	1,962,956.51
Decreased by:		
Utilized As Revenue:		
Current Fund	360,000.00	300,000.00
Water/Sewer Utility Operating Fund	404,200.00	380,000.00
Balance Dec. 31	<u>\$ 1,340,775.30</u>	<u>\$ 1,282,956.51</u>

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

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY OPERATING FUND**  
Statement of Revenues -- Regulatory Basis  
For the Year Ended December 31, 2013

	<u>Anticipated</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
Water/Sewer Utility Surplus	\$ 404,200.00	\$ 404,200.00	
Rents	7,200,000.00	7,330,486.08	\$ 130,486.08
Miscellaneous	<u>120,000.00</u>	<u>131,690.21</u>	<u>11,690.21</u>
Total Revenues	<u>\$ 7,724,200.00</u>	<u>\$ 7,866,376.29</u>	<u>\$ 142,176.29</u>

Analysis of Realized Revenues

Rents and Additional Rents:

Consumer Accounts Receivable:

Collected	\$ 7,306,070.37
Prepayments Applied	23,609.86
Overpayments Applied	<u>805.85</u>
	<u>\$ 7,330,486.08</u>

Miscellaneous Revenues Anticipated:

Collector:

Interest on Delinquent Accounts	\$ 24,002.25
Water Connections	20,440.00
Sewer Connections	40,640.00

Treasurer:

Interest Earned on Deposits:

Collected	2,890.41
Due from Water/Sewer Capital Fund	810.27
Refund of Prior Year Expenditures	<u>42,907.28</u>
	<u>\$ 131,690.21</u>

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

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY OPERATING FUND**  
**Statements of Expenditures -- Regulatory Basis**  
**For the Year Ended December 31, 2013**

	Appropriations		Expended		Unexpended Balance Canceled
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Encumbered</u> <u>Reserved</u>	
Operating:					
Salaries and Wages	\$ 435,000.00	\$ 435,000.00	\$ 394,250.92		\$ 40,749.08
Other Expenses	4,830,370.00	4,830,370.00	4,334,777.51	\$ 50,983.39	444,609.10
<b>Total Operating</b>	<b>5,265,370.00</b>	<b>5,265,370.00</b>	<b>4,729,028.43</b>	<b>50,983.39</b>	<b>485,358.18</b>
Capital Improvements:					
Capital Improvement Fund	100,000.00	100,000.00	100,000.00	-	-
Debt Service:					
Payment of Bond Principal	1,448,075.00	1,448,075.00	1,448,074.30		\$ 0.70
Interest on Bonds	835,755.00	835,755.00	747,116.63		88,638.37
Interest on Notes	50,000.00	50,000.00			50,000.00
<b>Total Debt Service</b>	<b>2,333,830.00</b>	<b>2,333,830.00</b>	<b>2,195,190.93</b>	<b>-</b>	<b>138,639.07</b>
Deferred Charges and Statutory Expenditures:					
Statutory Expenditures:					
Contribution to:					
Social Security System (O.A.S.I.)	25,000.00	25,000.00	21,500.52		3,499.48
	<b>\$ 7,724,200.00</b>	<b>\$ 7,724,200.00</b>	<b>\$ 7,045,719.88</b>	<b>\$ 50,983.39</b>	<b>\$ 488,857.66</b>
Disbursed			\$ 6,298,603.25		
Accrued Interest on Bonds and Notes			747,116.63		
			<b>\$ 7,045,719.88</b>		

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

**TOWNSHIP OF MAPLE SHADE**  
Statement of General Fixed Assets Account Group  
For the Year Ended December 31, 2013

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	<u>Balance</u> <u>Dec. 31, 2012</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>Dec. 31, 2013</u>
General Fixed Assets:				
Land	\$ 3,133,500.00			\$ 3,133,500.00
Building	22,459,746.08			22,459,746.08
Vehicles and Equipment	<u>5,279,401.13</u>	<u>\$ 743,929.58</u>	<u>\$ 31,350.00</u>	<u>5,991,980.71</u>
Total General Fixed Assets	<u>\$ 30,872,647.21</u>	<u>\$ 743,929.58</u>	<u>\$ 31,350.00</u>	<u>\$ 31,585,226.79</u>
 Total Investments in General Fixed Assets	 <u>\$ 30,872,647.21</u>	 <u>\$ 743,929.58</u>	 <u>\$ 31,350.00</u>	 <u>\$ 31,585,226.79</u>

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

**TOWNSHIP OF MAPLE SHADE**  
**Notes to Financial Statements**  
**For the Year Ended December 31, 2013**

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

**Description of Financial Reporting Entity** - For much of its history, the Township of Maple Shade was part of Chester Township which was founded in 1688 and authorized by royal charter in 1712. Over the years portions of Chester Township were "spun-off" to form the Townships of Evesham, Cinnaminson and Moorestown; in 1945 the remaining Township of Chester changed its name to the Township of Maple Shade.

The Township is located in the County of Burlington, New Jersey, being approximately 10 miles from Philadelphia center-city. The 2010 population according to the U.S. Census Bureau was 19,131.

The Township is governed by a Council of five elected members who designate a Mayor and Deputy Mayor from their number. Administrative responsibilities are assigned to the Township Manager. Policy is determined by Council; the Manager is responsible for carrying out such policy.

**Component Units** - The Township of Maple Shade had no component units as defined by Governmental Accounting Standards Board Statement No. 14.

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

In accordance with the "Requirements", the Township of Maple Shade accounts for its financial transactions through the use of separate funds which are described as follows:

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

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

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

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

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

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

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

Budgets are adopted on the same basis of accounting utilized for the preparation of the 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. Consequently, unrealized gain or loss on investments has not been recorded in accordance with Governmental Accounting Standards Board Statement No. 31.

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

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

The cash management plan adopted by the Township of Maple Shade requires it to deposit funds in public depositories protected from loss under the provisions of the Act.

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

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

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

**General Fixed Assets** - Accounting for Governmental Fixed Assets, as required by N.J.A.C. 5:30-5.6, differs in certain respects from accounting principles generally accepted in the United States of America. In accordance with the regulations, all local units, including municipalities, must maintain a general fixed assets reporting system that establishes and maintains a physical inventory of nonexpendable, tangible property as defined and limited by the U.S. Office of Management and Budget Circular A-87 (Attachment B, Section 19), except that the useful life of such property is at least five years. The Township has adopted a capitalization threshold of \$5,000, the maximum amount allowed by the Circular. Generally, assets are valued at historical cost; however, assets acquired prior to December 31, 1985 are valued at actual historical cost or estimated historical cost. No depreciation of general fixed assets is recorded. Donated general fixed assets are recorded at their estimated fair market value on the acquisition date. Interest costs relative to the acquisition of general fixed assets are recorded as expenditures when paid. Public domain ("infrastructure") general fixed assets consisting of certain improvements such as roads, bridges, curbs and gutters, streets and sidewalks and drainage systems are not capitalized. Expenditures for construction in progress are recorded in the Capital Funds until such time as the construction is completed and put into operation. The 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 Assets, 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 includes accurate records indicating asset description, source, ownership, acquisition cost and date, the percentage of Federal participation (if any), and the location, use, and condition of the asset. Periodically, physical inventories must be taken and reconciled with these records. Lastly, all fixed assets must be adequately controlled to safeguard against loss, damage or theft.

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

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

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

**Fund Balance** - Fund Balances included in the current fund and water/sewer utility operating fund represent 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 are 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 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 and the Township of Maple Shade School District. Unpaid property taxes are subject to tax sale in accordance with the statutes.

**School Taxes** - The municipality is responsible for levying, collecting and remitting school taxes for the Township of Maple Shade School District. 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, 2012 and decreased by the amount deferred at December 31, 2013.

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

**Reserve for Uncollected Taxes** - The inclusion of the "Reserve for Uncollected Taxes" appropriation in the 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 payments on outstanding general capital and utility bonds and notes are provided on the cash basis; interest on general capital indebtedness is on the cash basis; whereas interest on utility indebtedness is on the accrual basis.

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

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

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

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

Note 2: **CASH AND CASH EQUIVALENTS**

**Custodial Credit Risk Related to Deposits** - Custodial credit risk is the risk that, in the event of a bank failure, the 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 of governmental deposits in each insured depository is protected by the Federal Deposit Insurance Corporation (FDIC). Public funds owned by the municipality in excess of FDIC insured amounts are protected by GUDPA. However, GUDPA does not protect intermingled trust funds such as salary withholdings, bail funds, or funds that may pass to the municipality relative to the happening of a future condition. Such funds are shown as Uninsured and Uncollateralized in the schedule below.

As of December 31, 2013, the Township's bank balances of \$17,307,591.01 were exposed to custodial credit risk as follows:

Insured by Federal Deposit Insurance Corporation	\$ 250,000.00
Uninsured and uncollateralized	1,972,949.12
Uninsured and Collateralized with Securities Held by Pledging Financial Institutions	<u>15,084,641.89</u>
Total	<u>\$ 17,307,591.01</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 years.

**Comparative Schedule of Tax Rates**

	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>
Tax Rate	<u>\$ 2.583</u>	<u>\$ 2.552</u>	<u>\$ 2.481</u>	<u>\$ 2.394</u>	<u>\$ 2.259</u>
Apportionment of Tax Rate:					
Municipal	0.691	0.659	0.618	0.567	0.533
County	0.360	0.388	0.398	0.402	0.396
Local School District	1.532	1.505	1.465	1.425	1.330

**Assessed Valuation****Year**

2013	\$ 1,530,768,839.00
2012	1,554,699,006.00
2011	1,572,552,527.00
2010	1,583,942,090.00
2009	1,593,424,023.00

**Comparison of Tax Levies and Collections**

<u>Year</u>	<u>Tax Levy</u>	<u>Collections</u>	<u>Percentage of Collections</u>
2013	\$ 39,666,927.75	\$ 38,554,878.70	97.20%
2012	39,728,020.67	38,497,388.16	96.90%
2011	39,028,827.61	38,064,094.59	97.53%
2010	37,945,563.10	37,010,426.56	97.54%
2009	36,070,996.54	35,137,906.30	97.41%

**Delinquent Taxes and Tax Title Liens**

<u>Year</u>	<u>Tax Title Liens</u>	<u>Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2013	\$ 94,996.49	\$ 664,964.71	\$ 759,961.20	1.92%
2012	82,288.13	819,148.39	901,436.52	2.27%
2011	69,732.28	653,589.80	723,322.08	1.85%
2010	71,039.88	752,634.13	823,674.01	2.17%
2009	61,991.16	658,540.14	720,531.30	2.00%

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

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

<u>Year</u>	<u>Number</u>
2013	11
2012	11
2011	11
2010	9
2009	8

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

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

<u>Year</u>	<u>Amount</u>
2013	\$ 36,649.50
2012	36,649.50
2011	36,649.50
2010	36,649.50
2009	36,649.50

Note 5: **WATER/SEWER UTILITY SERVICE CHARGES**

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

<u>Year</u>	<u>Balance Beginning of Year</u>		<u>Levy</u>	<u>Total</u>	<u>Cash Collections</u>
	<u>Receivable</u>	<u>Liens</u>			
2013	\$504,972.65	-	\$ 7,329,024.23	\$ 7,833,996.88	\$ 7,330,486.08
2012	1,081,007.56	-	7,302,318.54	8,383,326.10	7,878,353.45
2011	631,684.08	-	6,948,472.14	7,580,156.22	6,499,148.66
2010	611,338.14	-	7,082,476.35	7,693,814.49	7,062,130.41
2009	725,862.22	-	7,192,153.88	7,918,016.10	7,306,677.96

Note 6: **FUND BALANCES APPROPRIATED**

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

<u>Year</u>	<u>Balance Dec. 31</u>	<u>Utilized In Budgets of Succeeding Year</u>	<u>Percentage of Fund Balance Used</u>
<b><u>Current Fund</u></b>			
2013	\$ 673,706.38	\$ 600,000.00	89.06%
2012	1,455,563.66	1,260,000.00	86.56%
2011	1,566,340.82	950,000.00	60.65%
2010	1,695,239.32	1,200,000.00	70.79%
2009	1,515,059.95	1,100,000.00	72.60%
<b><u>Water/Sewer Utility Operating Fund</u></b>			
2013	\$ 1,340,775.30	\$ 903,000.00 (A)	67.35%
2012	1,282,956.51	764,200.00 (B)	59.57%
2011	1,078,550.24	680,000.00 (C)	63.05%
2010	716,960.66	200,000.00 (D)	27.90%
2009	732,373.31	217,000.00 (D)	29.63%

(A) Includes \$500,000.00 utilized in Current Fund budget

(B) Includes \$360,000.00 utilized in Current Fund budget

(C) Includes \$300,000.00 utilized in Current Fund budget

(D) Utilized in Current Fund Budget

Note 7: **INTERFUND RECEIVABLES AND PAYABLES**

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

<u>Fund</u>	<u>Interfunds Receivable</u>	<u>Interfunds Payable</u>
Current Fund	\$ 672,621.28	\$ 792.43
Grant Fund		608,164.81
Trust Dog License Fund		13,351.77
Trust Other Funds		8,951.70
General Capital Fund		42,153.00
Water/Sewer Utility Operating Fund	792.43	93,730.75
Water/Sewer Utility Capital Fund	93,730.75	
	<u>\$ 767,144.46</u>	<u>\$ 767,144.46</u>

The interfund receivables and payables above predominantly resulted from amounts disbursed by one fund on behalf of another fund. During 2014, the Township expects to liquidate such interfunds.

Note 8: **PENSION PLANS**

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

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

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

Note 8: **PENSION PLANS (CONT'D)**

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

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

<u>Year</u>	<u>Normal Contribution</u>	<u>Accrued Liability</u>	<u>Total Liability</u>	<u>Paid by Township</u>
2013	\$ 70,804.00	\$ 140,865.00	\$ 211,669.00	\$ 211,669.00
2012	83,727.00	140,584.00	224,311.00	224,311.00
2011	95,586.00	127,246.00	222,832.00	222,832.00

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

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

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

<u>Year</u>	<u>Normal Contribution</u>	<u>Accrued Liability</u>	<u>Total Liability</u>	<u>Paid by Township</u>
2013	\$ 336,068.00	\$ 405,803.00	\$ 741,871.00	\$ 741,871.00
2012	345,224.00	360,461.00	705,685.00	705,685.00
2011	402,344.00	299,168.00	701,512.00	701,512.00

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Note 8: **PENSION PLANS (CONT'D)**

**Early Retirement Incentive Program** - Legislation enacted in 1991 and 1993 made early retirement available through Early Retirement Incentive Programs. These Programs, which were subject to the approval of the Township's governing body (within a limited period of time), were available to employees who met certain minimum requirements. The governing body of the Township approved the 1993 Program for eligible members of the PFRS. Since no accrual has been made for the additional costs related to the Program, the Township funds such cost in an annual budget appropriation on a pay-as-you-go basis. The required annual installment of the accrued liability to the PFRS for the Program in 2013 was \$50,238.00. The last installment is due on April 1, 2017.

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

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

The Township's contributions for 2013, 2012 and 2011 were \$1,129.40, \$930.96 and \$930.96, respectively.

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

Note 9: **COMPENSATED ABSENCES**

Full-time employees are entitled to paid unused sick leave, vacation days and compensatory time in various amounts as outlined in the Township code and contracts between the Township and PBA Local 267 and Teamsters Local Union 676. Unused sick leave, vacation days and compensatory time may be accumulated and carried forward to the subsequent year, subject to conditions outlined in the Township code and contracts. Upon retirement, employees may be compensated for accumulated unused sick leave, vacation days and compensatory time in accordance with formulas and limits established in the Township code and contracts.

The Township does not record accrued expenses related to compensated absences. However, it is estimated that, at December 31, 2013, accrued benefits for compensated absences are valued at \$1,023,389.39.

The Township has established a Trust Fund to set aside funds for future payments of compensated absences. At December 31, 2013, the balance of the fund was \$200,408.13.

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: **LEASE OBLIGATIONS**

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

- Operating:
  - Photocopiers
  - Postage System

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

Operating Leases:

<u>Year</u>	<u>Amount</u>
2014	\$ 17,957.40
2015	17,957.40
2016	15,148.20
2017	6,756.00
	<hr/>
	\$ 57,819.00
	<hr/>

Rental payments under operating leases for the year 2013 were \$18,966.72.

Note 12: **DEFERRED CHARGES TO BE RAISED IN SUCCEEDING BUDGETS**

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

	<u>Balance Dec. 31, 2013</u>	<u>2014 Budget Appropriations</u>	<u>Balance to Succeeding Years</u>
Current Fund:			
Special Emergency Authorization	\$ 470,000.00	\$ 94,000.00	\$ 376,000.00
Dog License Trust Fund:			
Deficit--Dog Fund Expenditures	10,174.30	10,175.29	-

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

Note 13: **SCHOOL TAXES**

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

	<u>Balance Dec. 31,</u>	
	<u>2013</u>	<u>2012</u>
Balance of Tax	\$ 11,739,386.00	\$ 11,708,630.00
Deferred	<u>11,726,256.00</u>	<u>11,695,497.50</u>
Tax Payable	<u>\$ 13,130.00</u>	<u>\$ 13,132.50</u>

Note 14: **NEW JERSEY UNEMPLOYMENT COMPENSATION INSURANCE**

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

<u>Year</u>	<u>Township Contributions</u>	<u>Amount Reimbursed</u>	<u>Ending Balance</u>
2013	\$ 15,000.00	\$ 30,707.76	\$ 1,226.16
2012	20,000.00	19,215.65	9,417.86
2011	28,000.00	34,830.69	1,294.74

It is estimated that unreimbursed payments on behalf of the Township at December 31, 2013 were \$182.00.

Note 15: **CAPITAL DEBT****Summary of Debt**

	<u>Year 2013</u>	<u>Year 2012</u>	<u>Year 2011</u>
<b><u>Issued</u></b>			
General:			
Bonds, Loans, and Notes	\$ 22,801,226.68	\$ 16,538,360.80	\$ 18,234,927.43
Water/Sewer Utility:			
Bonds, Loans, and Notes	<u>23,579,292.50</u>	<u>25,062,533.80</u>	<u>25,537,934.14</u>
Total Issued	<u>46,380,519.18</u>	<u>41,600,894.60</u>	<u>43,772,861.57</u>
<b><u>Authorized but not Issued</u></b>			
General:			
Bonds and Notes	608,333.31	5,981,428.31	3,375,000.31
Water/Sewer Utility:			
Bonds, Loans, and Notes	<u>6,508,533.25</u>	<u>4,427,536.25</u>	<u>3,631,499.25</u>
Total Authorized but not Issued	<u>7,116,866.56</u>	<u>10,408,964.56</u>	<u>7,006,499.56</u>
Total Issued and Authorized but not Issued	<u>53,497,385.74</u>	<u>52,009,859.16</u>	<u>50,779,361.13</u>
<b><u>Deductions</u></b>			
Funds Temporarily Held to Pay Bonds and Notes			
	121,500.00	189,489.15	212,500.00
Self-Liquidating Debt	<u>30,087,825.75</u>	<u>29,490,070.05</u>	<u>22,687,453.59</u>
Total Deductions	<u>30,209,325.75</u>	<u>29,679,559.20</u>	<u>22,899,953.59</u>
Net Debt	<u>\$ 23,288,059.99</u>	<u>\$ 22,330,299.96</u>	<u>\$ 27,879,407.54</u>

**Summary of Statutory Debt Condition - Annual Debt Statement**

The summarized statement of debt condition which follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicated a statutory net debt of 1.504%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local School District	\$ 20,360,000.00	\$ 20,360,000.00	
Water/Sewer Utility	30,087,825.75	30,087,825.75	
General	<u>23,409,559.99</u>	<u>121,500.00</u>	<u>\$ 23,288,059.99</u>
	<u>\$ 73,857,385.74</u>	<u>\$ 50,569,325.75</u>	<u>\$ 23,288,059.99</u>

Net Debt \$23,288,059.99 divided by the Equalized Valuation Basis per N.J.S.A.40A:2-2 as amended, \$1,548,259,986.00 equals 1.504%.

Note 15: **CAPITAL DEBT (CONT'D)**

**Borrowing Power Under NJSA 40A:2-6 As Amended**

3 1/2% of Equalized Valuation Basis (Municipal)	\$ 54,189,099.51
Net Debt	<u>23,288,059.99</u>
Remaining Borrowing Power	<u><u>\$ 30,901,039.52</u></u>

**Calculation of "Self-Liquidating Purpose,"  
Water/Sewer Utility Per NJSA 40A:2-45**

Cash Receipts from Fees, Rents, Fund Balance Anticipated, Interest and Other Investment Income, and Other Charges for Year	\$ 7,866,376.29
Deductions:	
Operating and Maintenance Cost	\$ 5,290,370.00
Debt Service per Water/Sewer Fund	<u>2,195,190.93</u>
	<u>7,485,560.93</u>
Excess (Deficit) in Revenue	<u><u>\$ 380,815.36</u></u>

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

Year	<u>General</u>		<u>Water/Sewer Utility</u>		<u>Total</u>
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	
2014	\$ 1,552,036.28	\$ 599,333.85	\$ 1,451,455.03	\$ 792,153.78	\$ 4,394,978.94
2015	1,634,278.21	528,291.92	1,503,264.35	747,053.78	4,412,888.26
2016	1,704,525.01	467,007.63	1,582,429.31	700,228.78	4,454,190.73
2017	1,769,776.76	404,350.88	1,601,009.65	650,248.78	4,425,386.07
2018	1,795,033.57	341,204.06	1,650,808.95	599,127.53	4,386,174.11
2019-23	6,231,204.39	627,098.79	8,634,344.86	2,117,905.16	17,610,553.20
2024-28	52,707.46	2,129.27	6,145,863.85	739,161.37	6,939,861.95
2029-31	<u>                    </u>	<u>                    </u>	<u>1,010,116.50</u>	<u>64,790.02</u>	<u>1,074,906.52</u>
	<u>\$ 14,739,561.68</u>	<u>\$ 2,969,416.40</u>	<u>\$ 23,579,292.50</u>	<u>\$ 6,410,669.20</u>	<u>\$ 47,698,939.78</u>

Note 16: **JOINT INSURANCE POOL**

The Township of Maple Shade is a member of the Professional Municipal Management Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund. The Funds offer the following lines of coverage to its members:

- Workers' Compensation
- General Liability
- Auto Liability
- Property/Boiler and Machinery
- Auto Physical Damage
- Public Officials
- Employment Practices Liability Coverage
- Environmental Impairment Liability Coverage

Contributions to the Fund are payable in two installments and are based on actuarial assumptions determined by the Fund's actuary.

The Funds provide the Township with the following coverage:

- Comprehensive General Liability
- Property Damage
- Environmental Liability
- Workers' Compensation
- Employer's Liability
- USL & H
- Auto Physical Damage
- Boiler and Machinery
- Environmental Legal Liability
- Employee Dishonesty
- Business Auto Liability
- Employment Practices Liability
- Excess Liability:
  - Workers' Compensation
  - Employer's Liability
  - USL & H
  - Harbor Marine/Jones Act
  - Public Officials Liability

The Fund publishes its own financial report for the year ended December 31, 2013, which can be obtained at [www.burlcojif.org](http://www.burlcojif.org).

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**Note 17: POST EMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS**

The financial statements of the Township are not prepared in accordance with Governmental Accounting Standards Board Statement No. 45, however, the following information is provided in accordance with the requirements of the Statement.

**Plan Description**

The Township's defined benefit postemployment healthcare plan, the Maple Shade Township Postemployment Benefits Plan (the "Township Plan"), allows employees retiring with twenty-five (25) or more years of service with Maple Shade Township or at least sixty (60) years of age, and employees retiring on a disability pension, to receive paid health and prescription benefits subject to a maximum Township contribution. The annual Township maximum contribution amounts are as follows: \$7,000.00 for regular employees, \$9,000.00 for department heads, \$7,500.00 for Teamsters members, \$14,150.00 for police officers and \$15,200 for the police captain and lieutenants. Premiums in excess of these amounts are the responsibility of the retiree.

Effective January 1, 2013, the Township Plan was a single-employer plan. The benefit provisions of the Township Plan may be established or amended by the Township Council. The plan does not issue a separate financial report. Prior to 2013, the Township Plan was an agent multiple-employer postemployment healthcare plan administered by the Municipal Reinsurance Health Insurance Fund (the "MRHIF").

**Funding Policy**

The contribution requirement of the Township is established by policy of the Township Council and reflected in the various union contracts. The Council may amend its policy, subject to contract inclusion, as deemed necessary. The required contribution is based on projected pay-as-you-go financing requirements. For the years 2013, 2012 and 2011, the Township contributed \$224,367.61, \$206,491.11 and \$196,128.06, respectively, to the Township plan for current premiums which represents the Township's required contribution. Various factors, as stipulated in employee contracts, dictate whether plan members are required to make contributions to the plan. For the years 2013, 2012 and 2011, employee contributions to the plan were \$114,672.24, \$128,123.50 and \$98,171.17, respectively.

As described in Finding 2013-2, a calculation of the actuarially calculated Other Post Employment Benefits (OPEB) obligation for the future cost of health and medical reimbursements to be paid by the Township for retired employees was not obtained during 2013. As of December 31, 2012, while participating in the agent multiple-employer postemployment healthcare plan administered by the MRHIF, the Township's net other postemployment benefit (OPEB) obligation was estimated to be \$736,553.12.

**Note 18: LITIGATION**

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

## **SUPPLEMENTAL EXHIBITS**

**SUPPLEMENTAL EXHIBITS**  
**CURRENT FUND**

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Current Cash  
Per N.J.S. 40A:5-5 -- Treasurer  
For the Year Ended December 31, 2013

	<u>Regular</u>	<u>Federal and State Grant Fund</u>
Balance Dec. 31, 2012	\$ 3,415,169.98	\$ 39,293.19
Increased by Receipts:		
Collector	\$ 39,382,106.30	
Fuel Reimbursements Receivable	25,094.37	
Other Accounts Receivable	1,095.96	
Revenue Accounts Receivable	951,548.47	
Due State of New Jersey--Veterans' and Senior Citizens' Deductions	218,042.41	
Due to State of N.J.--Marriage and Civil Union Licenses and Burial Permit Fees	3,581.00	
Federal and State Grants Receivable		\$ 206,693.26
Consolidated Municipal Property Tax Relief Act	117,693.60	
Energy Receipts Tax	1,575,495.64	
Uniform Fire Safety Act Fees	35,319.27	
Hotel Occupancy Fees	108,374.95	
Insurance Proceeds	31,137.50	
Miscellaneous Revenue Not Anticipated	174,621.37	
Special Emergency Note Payable	470,000.00	
Due to Election Workers	1,520.00	
Due Current Fund		608,164.81
Due Dog License Fund	15.63	
Due Trust Other Funds	56,112.25	
Due General Capital Fund	70,325.73	
Due Water and Sewer Utility Operating Fund	360,792.43	
Matching Funds for Grants		<u>5,000.00</u>
	<u>43,582,876.88</u>	<u>819,858.07</u>
Carried Forward	46,998,046.86	859,151.26

(Continued)

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Current Cash  
Per N.J.S. 40A:5-5 -- Treasurer  
For the Year Ended December 31, 2013

	<u>Regular</u>	<u>Federal and State Grant Fund</u>
Brought Forward	\$ 46,998,046.86	\$ 859,151.26
Decreased by Disbursements		
2013 Appropriations	\$ 12,908,648.80	
Change Fund	20.00	
Fuel Reimbursements Receivable	24,047.20	
Other Accounts Receivable	83,048.45	
2012 Appropriation Reserves	154,764.86	
Tax Overpayments	313,554.92	
Due County for Added and Omitted Taxes	6,532.38	
County Taxes Payable	5,497,293.47	
Local District School Taxes	23,421,756.00	
Reserve for Tax Appeals	33,000.00	
Reserve for Revaluation	268,855.64	
Due to State of N.J.--Marriage and Civil Union Licenses and Burial Permit Fees	4,856.00	
Reserve for Federal and State Grant Fund--Appropriated		\$ 119,890.26
Reserve for Encumbrances		739,261.00
Due Dog License Fund	10,000.00	
Due Trust Other Funds	37,823.35	
Due Federal and State Grant Fund	608,164.81	
Matching Funds for Grants	5,000.00	
Refund of Prior Year Revenue	9,750.00	
	43,387,115.88	859,151.26
Balance Dec. 31, 2013	\$ 3,610,930.98	\$ -

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Current Cash  
Per N.J.S. 40A:5-5 -- Collector  
For the Year Ended December 31, 2013

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	<u>Regular</u>
Receipts:	
Miscellaneous Revenue Not Anticipated	\$ 249,658.34
Taxes Receivable	38,017,020.33
Revenue Accounts Receivable	3,200.00
Prepaid Taxes	662,064.87
Tax Overpayments	<u>450,162.76</u>
	39,382,106.30
Decreased by:	
Deposits to Treasurer's Account	<u><u>\$ 39,382,106.30</u></u>

All funds are deposited directly to the Treasurer's bank account.

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
 Statement of Change Funds  
 As of December 31, 2013

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<u>Office</u>	<u>Balance</u> <u>Dec. 31, 2012</u>	<u>Disbursed</u>	<u>Balance</u> <u>Dec. 31, 2013</u>
Tax Collector	\$ 250.00		\$ 250.00
Municipal Court Clerk	200.00		200.00
Police Department		\$ 20.00	20.00
	<u>450.00</u>	<u>\$ 20.00</u>	<u>470.00</u>

**Exhibit SA-4**

**CURRENT FUND**  
 Statement of Fuel Reimbursements Receivable  
 For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$ 9,562.71
Increased by:	
Disbursed	<u>24,047.20</u>
	33,609.91
Decreased by:	
Collected	<u>25,094.37</u>
Balance Dec. 31, 2013	<u>\$ 8,515.54</u>

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Taxes Receivable and Analysis of Property Tax Levy  
For the Year Ended December 31, 2013

Year	Balance	2013 Levy	Added Taxes	Collected		Canceled	Overpayments Applied	Transferred to Tax Title Liens	Due from State of New Jersey	Balance
	Dec. 31, 2012			2012	2013					Dec. 31, 2013
2006	\$ 750.00				\$ 750.00					
2007	1,000.00				1,000.00					
2008	1,250.00				1,250.00					
2009	3,165.40				2,915.40		\$ 250.00			
2010	5,187.80				5,187.80					
2011	13,418.84				12,111.35	\$ 1,307.49				
2012	794,376.35		\$ 9,250.42		575,682.33	223,513.40				\$ 4,431.04
	819,148.39	-	9,250.42	-	598,896.88	224,820.89	250.00	-	-	4,431.04
2013	-	\$ 39,666,927.75	-	\$ 402,509.17	37,418,123.45	438,807.02	\$ 510,111.14	\$ 12,708.36	\$ 224,134.94	660,533.67
	<u>\$ 819,148.39</u>	<u>\$ 39,666,927.75</u>	<u>\$ 9,250.42</u>	<u>\$ 402,509.17</u>	<u>\$ 38,017,020.33</u>	<u>\$ 663,627.91</u>	<u>\$ 510,361.14</u>	<u>\$ 12,708.36</u>	<u>\$ 224,134.94</u>	<u>\$ 664,964.71</u>

Analysis of 2013 Property Tax Levy

Tax Yield

General Purpose Tax	\$ 39,643,061.21
Added Taxes (54:4-63.1 et seq.)	23,866.54

\$ 39,666,927.75

Tax Levy

Local School Tax	\$ 23,452,512.00
County Taxes:	
County	\$ 4,848,437.12
County Library	440,205.80
County Open Space	208,650.55
Due County for Added and Omitted Taxes	3,489.73
Total County Taxes	5,500,783.20
Local Tax for Municipal Purposes	10,578,989.70
Add: Additional Tax Levied	134,642.85

Local Tax for Municipal Purposes Levied 10,713,632.55

\$ 39,666,927.75

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
 Statement of Tax Title Liens  
 For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$ 82,288.13
Increased by:	
Transfer from Taxes Receivable	12,708.36
Balance Dec. 31, 2013	\$ 94,996.49

## Exhibit SA-7

**CURRENT FUND**  
 Statement of Other Accounts Receivable  
 For the Year Ended December 31, 2013

---

Balance Dec. 31, 2012	\$ 1,095.96
Increased by:	
Disbursed	83,048.45
	84,144.41
Decreased by:	
Receipts	1,095.96
Balance Dec. 31, 2013	\$ 83,048.45

## Exhibit SA-8

**CURRENT FUND**  
 Statement of Due to Election Workers  
 For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$ 2,840.00
Increased by:	
Receipts	1,520.00
Balance Dec. 31, 2013	\$ 4,360.00

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Revenue Accounts Receivable  
For the Year Ended December 31, 2013

	Balance	Accrued	C o l l e c t i o n s		Interfunds	Balance
	<u>Dec. 31, 2012</u>	<u>2013</u>	<u>Treasurer</u>	<u>Collector</u>		<u>Dec. 31, 2013</u>
Clerk:						
Alcoholic Beverage Licenses		\$ 48,564.00	\$ 48,564.00			
Other Licenses		17,450.00	17,450.00			
Certified Copies		595.00	595.00			
NSF Fees		120.00	120.00			
Community Development:						
Street Openings		490.00	490.00			
Planning/Zoning		11,950.00	11,950.00			
Registrar of Vital Statistics:						
Other Fees		13,391.00	13,391.00			
Construction Code Official		160,019.00	160,019.00			
Property Lists		1,983.09	1,983.09			
Cable TV Franchise	\$ 133,197.89	139,640.48	133,197.89			\$ 139,640.48
Municipal Court:						
Fines and Costs	10,329.88	225,109.74	223,315.72			12,123.90
Interest on Investments		11,658.67	8,104.55		\$ 3,554.12	
Interest and Costs on Taxes		174,751.57	174,751.57			
Collector:						
Board of Health Permits		3,050.00		\$ 3,050.00		
Tax Searches		50.00		50.00		
Forfeited Tax Title Lien Redemption		100.00		100.00		
Smoke Detector Fees		6,435.00	6,435.00			
Non-Life Hazard Fees		14,940.00	14,940.00			
Gun Permits		923.10	923.10			
Police		50.00	50.00			
Accident Reports		284.26	284.26			
Alarm Systems		2,960.00	2,960.00			
Other Fees and Permits		230.00	230.00			
Interlocal Service Agreements:						
Maple Shade Township School District		76,000.00	76,000.00			
Eastampton Township		55,794.29	55,794.29			
	<u>\$ 143,527.77</u>	<u>\$ 966,539.20</u>	<u>\$ 951,548.47</u>	<u>\$ 3,200.00</u>	<u>\$ 3,554.12</u>	<u>\$ 151,764.38</u>
Due Dog License Fund					\$ 14.64	
Due Trust Other Funds					1,202.90	
Due General Capital Fund					2,336.58	
					<u>\$ 3,554.12</u>	

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of 2012 Appropriation Reserves  
For the Year Ended December 31, 2013

	Balance Dec. 31, 2012		Balance After Modification	Paid or Charged	Balance Lapsed
	Encumbered	Reserves			
<b><u>GENERAL GOVERNMENT FUNCTIONS</u></b>					
Township Council					
Salaries and Wages		\$2,165.54	\$ 2,165.54	\$ 347.28	\$ 1,818.26
Township Manager					
Salaries and Wages		1,874.60	1,874.60	1,746.42	128.18
Other Expenses	\$4,175.82	4,904.04	9,079.86	4,250.82	4,829.04
Township Clerk					
Salaries and Wages		2,966.28	2,966.28	1,038.74	1,927.54
Other Expenses	4,068.17	30,959.76	35,027.93	4,119.90	30,908.03
Financial Administration					
Salaries and Wages		7,582.45	7,582.45	1,281.00	6,301.45
Other Expenses	1,061.55	9,855.41	10,916.96	1,132.55	9,784.41
Computer Maintenance		2,458.50	2,458.50		2,458.50
Tax Collector					
Salaries and Wages		3,714.98	3,714.98	1,355.88	2,359.10
Other Expenses	659.89	6,514.89	7,174.78	659.89	6,514.89
Tax Assessor					
Salaries and Wages		1,499.20	1,699.20	1,489.16	210.04
Other Expenses	629.72	42,940.66	43,370.38	932.97	42,437.41
Office of Attorney					
Contractual Services		14,083.79	14,083.79		14,083.79
Township Engineer					
Contractual Services	5,858.67	67,341.35	73,200.02	7,015.44	66,184.58
Community Development					
Salaries and Wages		2,340.67	2,340.67	1,566.20	774.47
Other Expenses	158.92	1,610.95	1,769.87	223.74	1,546.13
<b><u>LAND USE ADMINISTRATION</u></b>					
Municipal Land Use Law (N.J.S. 40:55D-1)					
Planning Board					
Contractual Services	108.34	4,727.06	4,835.40	2,143.34	2,692.06
Zoning Board					
Contractual Services		3,986.38	3,986.38		3,986.38
<b><u>INSURANCE</u></b>					
Unemployment Compensation		8,000.00	8,000.00		8,000.00
General Liability		20,009.57	20,009.57		20,009.57
Workers Compensation		553.73	553.73		553.73
Employee Group Insurance	49,985.32	19,333.84	69,319.16	47,033.56	22,285.60
Health Benefit Waiver		11,783.58	11,783.58		11,783.58
<b><u>PUBLIC SAFETY FUNCTIONS</u></b>					
Police					
Salaries and Wages		124,203.83	174,203.83	174,203.83	
Other Expenses	64,953.00	21,114.96	86,067.96	86,067.96	
First Aid Organization Contribution					
Other Expenses		5,640.75	5,640.75	2,069.84	3,570.91
Fire					
Other Expenses		661.28	661.28	77.64	583.64
Fire Prevention					
Salaries and Wages		988.04	988.04	488.52	499.52
Other Expenses		5,752.42	5,752.42		5,752.42
Municipal Prosecutor					
Contractual Services		1,000.00	1,000.00		1,000.00

(Continued)

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
 Statement of 2012 Appropriation Reserves  
 For the Year Ended December 31, 2013

	Balance Dec. 31, 2012		Balance After Modification	Paid or Charged	Balance Lapsed
	Encumbered	Reserves			
<b><u>PUBLIC WORKS FUNCTIONS</u></b>					
Streets					
Salaries and Wages		\$ 52,738.58	\$ 52,738.58	\$ 9,834.16	\$ 42,904.42
Other Expenses	\$8,250.67	25,774.53	34,025.20	17,016.49	17,008.71
Sanitation					
Contractual		3,699.99	3,699.99		3,699.99
Maintenance of Trees	10,300.00	200.00	10,500.00	10,300.00	200.00
Public Property					
Salaries and Wages		576.80	576.80	205.00	371.80
Other Expenses	2,698.00	31,824.63	34,522.63	4,405.00	30,117.63
Vehicle Maintenance		23,089.69	23,089.69	630.29	22,459.40
<b><u>PARKS AND RECREATION FUNCTIONS</u></b>					
Recreation					
Salaries and Wages		266.98	266.98	253.98	13.00
Other Expenses	9,254.17	8,590.72	17,844.89	13,645.45	4,199.44
<b><u>OTHER COMMON OPERATING FUNCTIONS</u></b>					
Accumulated Leave Compensation		50,000.00			
<b><u>UTILITY EXPENSES AND BULK PURCHASES</u></b>					
Electricity	5,634.50	43,730.33	49,364.83	5,634.50	43,730.33
Street Lighting	12,122.13	8,172.18	20,294.31	12,122.13	8,172.18
Telephone	20.56	595.74	616.30	110.48	505.82
Gas	775.82	14,917.80	15,693.62	777.99	14,915.63
Gasoline		22,520.73	22,520.73	9,395.75	13,124.98
<b><u>LANDFILL/SOLID WASTE DISPOSAL COSTS</u></b>					
Landfill/Solid Waste Disposal Cost		50,759.78	50,759.78		50,759.78
<b><u>MUNICIPAL COURT</u></b>					
Salaries and Wages		3,666.29	3,666.29	2,050.11	1,616.18
Other Expenses	127.98	582.44	710.42	307.58	402.84
Public Defender					
Salaries and Wages		1,000.00	1,000.00	1,000.00	
<b><u>UNIFORM CONSTRUCTION CODE</u></b>					
Appropriations Offset by Dedicated Revenues (N.J.A.C. 5:23-4.17)					
Construction Official					
Salaries and Wages		1,505.15	1,705.15	655.71	1,049.44
Other Expenses	2,674.74	11,581.84	14,056.58	3,048.74	11,007.84
<b><u>STATUTORY EXPENDITURES</u></b>					
Contribution to:					
Public Employees' Retirement System		49,074.92	49,074.92		49,074.92
Defined Contribution Retirement Program	271.07	143.26	414.33	271.07	143.26
<b><u>OPERATIONS-- EXCLUDED FROM "CAPS"</u></b>					
Recycling Tax		7,040.44	7,040.44		7,040.44
Reserve for Tax Appeals		60,000.00	60,000.00	60,000.00	
Tax Assessor - Township of Eastampton					
Other Expenses	108.46		108.46	108.46	
	<b>\$ 183,897.50</b>	<b>\$ 902,621.33</b>	<b>\$ 1,086,518.83</b>	<b>\$ 491,017.57</b>	<b>\$ 595,501.26</b>
Disbursed				\$ 154,764.86	
Reserve for Tax Appeals				60,000.00	
Accounts Payable				276,252.71	
				<b>\$ 491,017.57</b>	

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Due to State of New Jersey  
Veterans' and Senior Citizens' Deductions  
For the Year Ended December 31, 2013

---

Balance Dec. 31, 2012		\$ 41,785.10
Increased by:		
Collections	\$ 218,042.41	
Senior Citizen's Deductions Disallowed by Collector (Net):		
Prior Year Taxes	<u>8,176.03</u>	
		<u>226,218.44</u>
		268,003.54
Decreased by:		
Accrued in 2013:		
Deductions Allowed per Tax Billings	\$ 223,500.00	
Deductions Allowed by Tax Collector	<u>4,250.00</u>	
		227,750.00
Less: Deductions Disallowed by Tax Collector	<u>3,615.06</u>	
		<u>224,134.94</u>
Balance Dec. 31, 2013		<u><u>\$ 43,868.60</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
**Statement of Prepaid Taxes**  
**For the Year Ended December 31, 2013**

---

Balance Dec. 31, 2012 (2013 Taxes)		\$ 402,509.17
Increased by:		
Collections--2014 Taxes		<u>662,064.87</u>
		1,064,574.04
Decreased by:		
Application to 2013 Taxes		<u>402,509.17</u>
Balance Dec. 31, 2013 (2014 Taxes)		<u><u>\$ 662,064.87</u></u>

Exhibit SA-13

**CURRENT FUND**  
**Statement of Tax Overpayments**  
**For the Year Ended December 31, 2013**

---

Balance Dec. 31, 2012		\$ 314,487.06
Increased by:		
Transferred from Reserve for Tax Appeals	\$ 277,062.60	
2013 Overpayments:		
Collected	<u>450,162.76</u>	
		<u>727,225.36</u>
		1,041,712.42
Decreased by:		
Refunded	313,554.92	
Canceled	8,390.12	
Applied to Taxes Receivable	<u>510,361.14</u>	
		<u>832,306.18</u>
Balance Dec. 31, 2013		<u><u>\$ 209,406.24</u></u>

A detailed list of tax overpayments is on file at the office of the Tax Collector.

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Due County for Added and Omitted Taxes  
For the Year Ended December 31, 2013

---

Balance Dec. 31, 2012		\$ 6,532.38
Increased by:		
County Share of 2013 Levy:		
Added Taxes		<u>3,489.73</u>
		10,022.11
Decreased by:		
Payments		<u>6,532.38</u>
Balance Dec. 31, 2013		<u><u>\$ 3,489.73</u></u>

Exhibit SA-15

**CURRENT FUND**  
Statement of Accounts Payable  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$ 89,851.71
Increased by:		
Charged to Appropriation Reserves	\$ 276,252.71	
Charged to Appropriations	<u>13,015.77</u>	
		<u>289,268.48</u>
		379,120.19
Decreased by:		
Canceled		<u>42,228.12</u>
Balance Dec. 31, 2013		<u><u>\$ 336,892.07</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of County Taxes Payable  
For the Year Ended December 31, 2013

---

2013 Levy:		
County	\$ 4,848,437.12	
County Library	440,205.80	
County Open Space	<u>208,650.55</u>	
		\$ 5,497,293.47
Decreased by:		
Payments		<u>\$ 5,497,293.47</u>

Exhibit SA-17

**CURRENT FUND**  
Statement of Local District School Tax Payable  
For the Years Ended December 31, 2013

---

Balance Dec. 31, 2012:		
School Tax Payable	\$ 13,132.50	
School Tax Deferred	<u>11,695,497.50</u>	
		\$ 11,708,630.00
Increased by:		
Levy--School Year July 1, 2013 to June 30, 2014		<u>23,452,512.00</u>
		35,161,142.00
Decreased by:		
Payments		<u>23,421,756.00</u>
Balance Dec. 31, 2013:		
School Tax Payable	13,130.00	
School Tax Deferred	<u>11,726,256.00</u>	
		<u>\$ 11,739,386.00</u>
2013 Liability for Local District School Tax:		
Tax Paid		\$ 23,421,756.00
Tax Payable Dec. 31, 2013		<u>13,130.00</u>
		\$ 23,434,886.00
Less: Tax Payable Dec. 31, 2012		<u>13,132.50</u>
Amount Charged to 2013 Operations		<u>\$ 23,421,753.50</u>

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
Statement of Reserve for Tax Appeals  
For the Year Ended December 31, 2013

---

Charged to Appropriations	\$ 470,000.00	
Charged to Appropriation Reserves	<u>60,000.00</u>	
		\$ 530,000.00
Decreased by:		
Disbursed	33,000.00	
Transferred to Tax Overpayments	<u>277,062.60</u>	
		<u>310,062.60</u>
Balance Dec. 31, 2013		<u><u>\$ 219,937.40</u></u>

Exhibit SA-19

**CURRENT FUND**  
Statement of Reserve for Revaluation  
For the Year Ended December 31, 2013

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Charged to Budget Appropriations		\$ 480,021.35
Decreased by:		
Disbursed	\$ 268,855.64	
Reserve for Encumbrances	<u>36,304.00</u>	
		<u>305,159.64</u>
Balance Dec. 31, 2013		<u><u>\$ 174,861.71</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
 Statement of Special Emergency Notes Payable  
 For the Year Ended December 31, 2013

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<u>Description</u>	<u>Ordinance Number</u>	<u>Date of Original Issue</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rate</u>	<u>Issued for Cash</u>	<u>Balance Dec. 31, 2013</u>
Revaluation	6-2013	12-20-13	12-20-13	12-19-14	0.830%	<u>\$ 470,000.00</u>	<u>\$ 470,000.00</u>

**TOWNSHIP OF MAPLE SHADE**  
**CURRENT FUND**  
 Statement of Deferred Charges  
 N.J.S. 40A:4-55 Special Emergency Authorizations  
 For the Year Ended December 31, 2013

<u>Date Authorized</u>	<u>Purpose</u>	<u>Net Amount Authorized</u>	<u>1/5 of Net Amount Authorized</u>	<u>Added in 2013</u>	<u>Balance Dec. 31, 2013</u>
4-25-13	Revaluation	\$ 470,000.00	\$ 94,000.00	<u>\$ 470,000.00</u>	<u>\$ 470,000.00</u>

**Exhibit SA-22**

**CURRENT FUND**  
 Statement of Due to State of New Jersey  
 Marriage Licenses and Burial Permit Fees  
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012	\$	2,025.00
Increased by:		
Receipts		<u>3,581.00</u>
		5,606.00
Decreased by:		
Disbursements		<u>4,856.00</u>
Balance Dec. 31, 2013	\$	<u><u>750.00</u></u>

**TOWNSHIP OF MAPLE SHADE**  
CURRENT FUND  
Statement of Reserve for Encumbrances  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$ 183,897.50
Increased by:		
Charged to Appropriations	\$ 117,564.20	
Charged to Reserve for Revaluation	<u>36,304.00</u>	
		<u>153,868.20</u>
		337,765.70
Decreased by:		
Transferred to Appropriation Reserves		<u>183,897.50</u>
Balance Dec. 31, 2013		<u><u>\$ 153,868.20</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**FEDERAL AND STATE GRANT FUND**  
Statement of Federal and State Grants Receivable  
For the Year Ended December 31, 2013

<u>Program</u>	<u>Balance Dec. 31, 2012</u>	<u>Accrued</u>	<u>Received</u>	<u>Canceled</u>	<u>Balance Dec. 31, 2013</u>
State Grants:					
Clean Communities Grant		\$ 35,164.13	\$ 35,164.13		
Municipal Drug Alliance Program	\$ 7,198.38	21,440.00	23,489.04		\$ 5,149.34
Alcohol Education and Rehabilitation Fund		52.77	52.77		
Body Armor Replacement Grant		4,381.61	4,381.61		
Recycling Tonnage Grant		25,824.60	25,824.60		
NJ Transportation Trust Fund Highway Safety Program	40,610.77	57,937.31	40,278.56	\$ 332.21	57,937.31
Total State Grants	<u>47,809.15</u>	<u>144,800.42</u>	<u>129,190.71</u>	<u>332.21</u>	<u>63,086.65</u>
Federal Grants:					
Bulletproof Vest Program	5,850.00	3,241.88			9,091.88
New Jersey Transportation Trust Fund Authority Act	719,921.00		77,502.55		642,418.45
NJ Transportation Trust Fund Discretionary Program	30,000.00				30,000.00
Total Federal Grants	<u>755,771.00</u>	<u>3,241.88</u>	<u>77,502.55</u>	<u>-</u>	<u>681,510.33</u>
Local Grants:					
Burlington County Park Grant	250,000.00	75,000.00			325,000.00
Burlington County Homeland Security Grant	3,995.61				3,995.61
	<u>253,995.61</u>	<u>75,000.00</u>	<u>-</u>	<u>-</u>	<u>328,995.61</u>
	<u>\$ 1,057,575.76</u>	<u>\$ 223,042.30</u>	<u>\$ 206,693.26</u>	<u>\$ 332.21</u>	<u>\$ 1,073,592.59</u>

**TOWNSHIP OF MAPLE SHADE**  
**FEDERAL AND STATE GRANT FUND**  
Statement of Reserve for Federal and State Grants  
Unappropriated  
For the Year Ended December 31, 2013

<u>Program</u>	<u>Balance Dec. 31, 2012</u>	<u>State Grants Receivable</u>	<u>Realized as Miscellaneous Revenue in 2013 Budget</u>	<u>Balance Dec. 31, 2013</u>
State Grants:				
Clean Communities Grant		\$ 35,164.13	\$ 35,164.13	
Municipal Drug Alliance Program		21,440.00	21,440.00	
Body Armor Replacement Grant	\$ 3,477.24	4,381.61	3,477.24	\$ 4,381.61
Alcohol Education and Rehabilitation Fund	161.89	52.77	161.89	52.77
Recycling Tonnage Grant	26,582.52	25,824.60	26,582.52	25,824.60
NJ Transportation Trust Fund Highway Safety Program		57,937.31	57,937.31	
Total State Grants	<u>30,221.65</u>	<u>144,800.42</u>	<u>144,763.09</u>	<u>30,258.98</u>
Federal Grants:				
Bulletproof Vest Program	-	3,241.88	3,241.88	-
Total Federal Grants	<u>-</u>	<u>3,241.88</u>	<u>3,241.88</u>	<u>-</u>
Local Grants:				
Burlington County Park Grant	-	75,000.00	75,000.00	-
Total Local Grants	<u>-</u>	<u>75,000.00</u>	<u>75,000.00</u>	<u>-</u>
	<u>\$ 30,221.65</u>	<u>\$ 223,042.30</u>	<u>\$ 223,004.97</u>	<u>\$ 30,258.98</u>

**TOWNSHIP OF MAPLE SHADE**  
**FEDERAL AND STATE GRANT FUND**  
Statement of Reserve for Federal and State Grants  
Appropriated  
For the Year Ended December 31, 2013

<u>Program</u>	<u>Balance</u> <u>Dec. 31, 2012</u>	<u>Transferred</u> <u>from 2013</u> <u>Budget</u> <u>Appropriation</u>	<u>Paid or</u> <u>Charged</u>	<u>Canceled</u>	<u>Balance</u> <u>Dec. 31, 2013</u>
State Grants:					
Drunk Driving Enforcement Grant	\$ 2,139.98		\$ 421.20		\$ 1,718.78
Clean Communities Grant	14,874.86	\$ 35,164.13	20,317.24		29,721.75
Municipal Drug Alliance Program	1,877.32	26,440.00	22,163.90		6,153.42
Alcohol Education and Rehabilitation Fund	1,943.60	161.89			2,105.49
Body Armor Replacement Grant	822.42	3,477.24	3,875.57		424.09
Statewide Local Domestic Preparedness	260.60				260.60
Recycling Tonnage Grant	7,835.38	26,582.52	13,500.00		20,917.90
NJ Transportation Trust Fund Highway Safety Program	332.21	57,937.31	55,337.58	\$ 332.21	2,599.73
Total State Grants	<u>30,086.37</u>	<u>149,763.09</u>	<u>115,615.49</u>	<u>332.21</u>	<u>63,901.76</u>
Federal Grants:					
New Jersey Transportation Trust Fund Authority Act					
Bulletproof Vest Program	2,608.13	3,241.88	2,608.13		3,241.88
NJ Transportation Trust Fund Discretionary Program	30,000.00				30,000.00
Total Federal Grants	<u>32,608.13</u>	<u>3,241.88</u>	<u>2,608.13</u>	<u>-</u>	<u>33,241.88</u>
Local Grants:					
Comcast Technology Grant	1,666.64		1,666.64		
Burlington County Park Grant	250,000.00	75,000.00	250,000.00		75,000.00
Burlington County Homeland Security Grant	3,725.61				3,725.61
Total Local Grants	<u>255,392.25</u>	<u>75,000.00</u>	<u>251,666.64</u>	<u>-</u>	<u>78,725.61</u>
	<u>\$ 318,086.75</u>	<u>\$ 228,004.97</u>	<u>\$ 369,890.26</u>	<u>\$ 332.21</u>	<u>\$ 175,869.25</u>
Disbursed			\$ 119,890.26		
Reserve for Encumbrances			250,000.00		
			<u>\$ 369,890.26</u>		

**TOWNSHIP OF MAPLE SHADE**  
FEDERAL AND STATE GRANT FUND  
Statement of Reserve for Encumbrances  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$ 748,560.55
Increased by:	
Charged to Reserve for Federal and State Grants--Appropriated	<u>250,000.00</u>
	998,560.55
Decreased by:	
Disbursed	<u>739,261.00</u>
Balance Dec. 31, 2013	<u><u>\$ 259,299.55</u></u>

**SUPPLEMENTAL EXHIBITS**

**TRUST FUND**

**TOWNSHIP OF MAPLE SHADE**  
**TRUST FUND**  
Statement of Trust Cash Per N.J.S. 40A:5-5 -- Treasurer  
For the Year Ended December 31, 2013

	<u>Dog License</u>	<u>Other</u>
Balance Dec. 31, 2012	\$ 3,366.56	\$ 884,673.23
Increased by Receipts:		
Due Current Fund	\$ 10,014.64	\$ 55,608.76
Reserve for Escrow Deposits		194,300.83
Reserve for Dog Fund Expenditures	4,849.20	
Due to State of New Jersey	736.80	
Payroll Deductions Payable		3,210,089.61
Reserve for New Jersey Unemployment Compensation Insurance		22,516.06
Reserve for Police Outside Service Deposits		95,793.48
Reserve for Municipal Law Enforcement Expenditures		28,339.86
Reserve for Public Defender Fees		9,219.00
Reserve for Playground Improvements		6.87
Reserve for Tree Planting		5,050.35
Reserve for War Memorial Improvements		1.58
Reserve for Police Equipment Expenditures		3,012.66
Reserve for Accumulated Leave		428.35
Reserve for Maple Shade Library Donations		82.79
Reserve for Municipal Apartment/Condominium Collection System		3,010,796.86
Reserve for Federal Asset Forfeiture		6,745.33
Reserve for Parking Offenses Adjudication Act		53.50
Reserve for Uniform Fire Safety Penalties		105.01
Reserve for COAH Development Fees		0.22
Reserve for Road Openings		3,100.00
Reserve for Municipal Alliance		23,239.31
Reserve for Sidewalk Assessment		12,731.08
Reserve for Police Unclaimed Monies		41.10
Net Payroll	<u>                    </u>	<u>3,737,537.60</u>
	<u>15,600.64</u>	<u>10,418,800.21</u>
	18,967.20	11,303,473.44
Decreased by Disbursements:		
Due Current Fund	15.63	55,397.50
Reserve for Escrow Deposits		138,472.41
Reserve for Dog Fund Expenditures	15,023.50	
Due to State of New Jersey	718.80	
Payroll Deductions Payable		3,199,542.87
Reserve for New Jersey Unemployment Compensation Insurance		30,707.76
Reserve for Police Outside Service Deposits		30,768.48
Reserve for Public Defender Fees		8,350.00
Reserve for Accumulated Leave		77,782.17
Reserve for Maple Shade Library Donations		500.00
Reserve for Municipal Apartment/Condominium Collection System		2,890,158.31
Reserve for Municipal Alliance		18,015.10
Other Accounts Receivable		174.44
Net Payroll	<u>                    </u>	<u>3,737,537.60</u>
	<u>15,757.93</u>	<u>10,187,406.64</u>
Balance Dec. 31, 2013	<u>\$ 3,209.27</u>	<u>\$1,116,066.80</u>

**TOWNSHIP OF MAPLE SHADE**  
**TRUST FUND**  
Statement of Trust Cash Per N.J.S. 40A:5-5 -- Collector  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$ 425,990.51
Increased by:		
Receipts:		
Premiums Received at Tax Sale	\$ 751,700.00	
Deposits for Redemption of Tax Title Liens	712,786.26	
Due Current Fund	<u>650.12</u>	
		<u>1,465,136.38</u>
		1,891,126.89
Decreased by:		
Disbursements:		
Premiums Received at Tax Sale	117,500.00	
Deposits for Redemption of Tax Title Liens	722,462.75	
Due Current Fund	<u>714.75</u>	
		<u>840,677.50</u>
Balance Dec. 31, 2013		<u><u>\$ 1,050,449.39</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**TRUST OTHER FUND**  
Statement of Due to Current Fund  
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$	8,805.07
Increased by:			
Receipts:			
Interfund Loans Received	\$ 37,823.35		
Interest Earned on Deposits:			
Treasurer	552.78		
Collector	<u>650.12</u>		
		\$	39,026.25
Miscellaneous Revenue Not Anticipated--Administrative Fees:			
Police Outside Services		8,606.52	
Municipal Apartment/Condominium Collection System		<u>8,626.11</u>	
			<u>56,258.88</u>
			65,063.95
Decreased by:			
Disbursements:			
Interfund Loans Returned:			
Treasurer		55,397.50	
Collector		<u>714.75</u>	
			<u>56,112.25</u>
Balance Dec. 31, 2013		\$	<u><u>8,951.70</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**TRUST OTHER FUND**  
 Statement of Reserve for Escrow Deposits  
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 223,414.86
Increased by:		
Receipts:		
Interest Earned on Deposits	\$ 212.23	
Escrow Deposits	<u>194,088.60</u>	
		<u>194,300.83</u>
		417,715.69
Decreased by:		
Disbursed		<u>138,472.41</u>
Balance Dec. 31, 2013		<u><u>\$ 279,243.28</u></u>

**DOG LICENSE FUND**  
 Statement of Due To Current Fund  
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 15,260.41
Increased by:		
Receipts:		
Interfund Loans Received	\$ 10,000.00	
Interest Earned on Deposits	<u>14.64</u>	
		<u>10,014.64</u>
		25,275.05
Decreased by:		
2013 Budget Appropriation--Deficit in Dog Fund	11,907.65	
Disbursements:		
Interfund Loans Returned	<u>15.63</u>	
		<u>11,923.28</u>
Balance Dec. 31, 2013		<u><u>\$ 13,351.77</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**DOG LICENSE FUND**  
Statement of Deficit in Reserve for Dog Fund Expenditures  
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 11,907.65
Increased by:		
Expenditures under RS 4:19-15.11:		
Disbursed		15,023.50
		26,931.15
Decreased by:		
Due Current Fund:		
2013 Budget Appropriation--Deficit in Dog Fund	\$ 11,907.65	
Dog License Fees Collected	4,849.20	
		16,756.85
Balance Dec. 31, 2013		\$ 10,174.30
<u>License Fees Collected</u>		
<u>Year</u>		<u>Amount</u>
2011		\$ 3,767.20
2012		5,247.60
		\$ 9,014.80

Exhibit SB-7

**DOG LICENSE FUND**  
Statement of Due to State of New Jersey  
For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 13.80
Increased by:		
State Registration Fees Collected		736.80
		750.60
Decreased by:		
Disbursed to State Board of Health		718.80
Balance Dec. 31, 2013		\$ 31.80

**TOWNSHIP OF MAPLE SHADE**  
**TRUST OTHER FUND**  
Statement of Payroll Deductions Payable  
For the Year Ended December 31, 2013

Balance Dec. 31, 2012	\$ 78,968.17
Increased by:	
Receipts:	
Payroll Deductions and Employer Share of Social Security/Pension	<u>3,210,089.61</u>
	3,289,057.78
Decreased by:	
Disbursed	<u>3,199,542.87</u>
Balance Dec. 31, 2013	<u><u>\$ 89,514.91</u></u>

Analysis of Balance Dec. 31, 2013

<u>Deduction</u>	<u>Amount</u>
Social Security	\$ 69.32
Medicare	17.58
DE Withholding	0.20
SDI	0.29
Federal Withholding	62.44
Std Insurance	(344.62)
NJ Withholding	4.40
SUI	2.88
PFRS	46,612.30
Colonial Insurance (Post-Tax)	5.00
PERS	24,326.09
ICMA	(7.96)
DCRP	(638.25)
PBA	50.00
AFLAC	(504.66)
DepCare FSA	749.97
Medical FSA	11,079.51
Teamsters Dues	(42.00)
Child Support	(958.00)
Unallocated	<u>9,030.42</u>
	<u><u>\$ 89,514.91</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**TRUST OTHER FUND**  
Statement of Premiums Received at Tax Sales  
For the Year Ended December 31, 2013

---

Balance Dec. 31, 2012	\$ 410,100.00
Increased by:	
Premiums Received at Tax Sale of November 2013	<u>751,700.00</u>
	1,161,800.00
Decreased by:	
Refunds upon Redemption	<u>117,500.00</u>
Balance Dec. 31, 2013	<u><u>\$ 1,044,300.00</u></u>

## Exhibit SB-10

TRUST OTHER FUND  
Statement of Reserve for Redemption of Tax Sale Certificates  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$ 15,825.88
Increased by:	
Receipts:	
Deposits for Redemption of Tax Title Liens	<u>712,786.26</u>
	728,612.14
Decreased by:	
Disbursements:	
Redemption of Tax Title Liens	<u>722,462.75</u>
Balance Dec. 31, 2013	<u><u>\$ 6,149.39</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**TRUST OTHER FUND**  
Statement of Reserve for New Jersey State Unemployment Compensation Insurance  
For the Year Ended December 31, 2013

---

Balance Dec. 31, 2012		\$ 9,417.86
Increased by:		
Receipts:		
Employee Deductions	\$ 7,516.06	
2013 Budget Appropriation	<u>15,000.00</u>	
		<u>22,516.06</u>
		31,933.92
Decreased by:		
Payment of Claims		<u>30,707.76</u>
Balance Dec. 31, 2013		<u><u>\$ 1,226.16</u></u>

## Exhibit SB-12

**TRUST OTHER FUND**  
Statement of Reserve for Police Outside Service Deposits  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$ 9,911.50
Increased by:		
Receipts		<u>95,793.48</u>
		105,704.98
Decreased by:		
Disbursements:		
Payroll	\$ 30,588.48	
Refunds	<u>180.00</u>	
		<u>30,768.48</u>
Balance Dec. 31, 2013		<u><u>\$ 74,936.50</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**TRUST OTHER FUND**  
Statement of Reserve for Municipal Law Enforcement Expenditures  
For the Year Ended December 31, 2013

---

Balance Dec. 31, 2012		\$ 75,757.38
Increased by:		
Receipts:		
Confiscated Funds	\$ 28,209.03	
Interest Earned on Deposits	<u>130.83</u>	
		<u>28,339.86</u>
Balance Dec. 31, 2013		<u><u>\$ 104,097.24</u></u>

## Exhibit SB-14

**TRUST OTHER FUND**  
Statement of Reserve for Public Defender Fees  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$ 1,741.22
Increased by:		
Receipts:		
Public Defender Fees - Collected	\$ 7,219.00	
Budget Appropriation	1,000.00	
Appropriation Reserves	<u>1,000.00</u>	
		<u>9,219.00</u>
		10,960.22
Decreased by:		
Disbursed		<u>8,350.00</u>
Balance Dec. 31, 2013		<u><u>\$ 2,610.22</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**TRUST OTHER FUND**  
Statement of Reserve for Playground Improvements  
For the Year Ended December 31, 2013

---

Balance Dec. 31, 2012		\$ 4,561.12
Increased by:		
Receipts:		
Interest Earned on Deposits		6.87
		6.87
Balance Dec. 31, 2013		\$ 4,567.99

**TRUST OTHER FUND**  
Statement of Reserve for Tree Planting  
For the Year Ended December 31, 2013

---

Balance Dec. 31, 2012		\$ 31,021.76
Increased by:		
Receipts:		
Tree Planting Fees	\$ 5,000.00	
Interest Earned on Deposits	50.35	
		5,050.35
Balance Dec. 31, 2013		\$ 36,072.11

**TOWNSHIP OF MAPLE SHADE**  
**TRUST OTHER FUND**  
 Statement of Reserve for War Memorial Improvements  
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 1,054.10
Increased by:		
Receipts:		
Interest Earned on Deposits	1.58	
	1.58	
Balance Dec. 31, 2013		\$ 1,055.68

**TRUST OTHER FUND**  
 Statement of Reserve for Police Equipment Expenditures  
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 6,766.45
Increased by:		
Receipts:		
Interest Earned on Deposits	\$ 12.66	
Donations	3,000.00	
	3,012.66	
Balance Dec. 31, 2013		\$ 9,779.11

**TOWNSHIP OF MAPLE SHADE**  
**TRUST OTHER FUND**  
Statement of Reserve for Accumulated Leave  
For the Year Ended December 31, 2013

---

Balance Dec. 31, 2012	\$ 277,761.95
Increased by:	
Receipts:	
Interest Earned on Deposits	428.35
	278,190.30
Decreased by:	
Disbursed	
	77,782.17
Balance Dec. 31, 2013	\$ 200,408.13

## Exhibit SB-20

TRUST OTHER FUND  
Statement of Reserve for Maple Shade Library Donations  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$ 55,215.30
Increased by:	
Receipts:	
Interest Earned on Deposits	82.79
	55,298.09
Decreased by:	
Disbursed	
	500.00
Balance Dec. 31, 2013	\$ 54,798.09

**TOWNSHIP OF MAPLE SHADE**  
**TRUST OTHER FUND**  
Statement of Reserve for Municipal Apartment/Condominium Collection System  
For the Year Ended December 31, 2013

---

Balance Dec. 31, 2012		\$ 62,292.81
Increased by:		
Receipts:		
Township Contributions	\$ 526,634.38	
Contributions from Other Municipalities	<u>2,484,162.48</u>	
		<u>3,010,796.86</u>
		3,073,089.67
Decreased by:		
Disbursements:		
Township	480,442.79	
Other Municipalities	<u>2,409,715.52</u>	
		<u>2,890,158.31</u>
Balance Dec. 31, 2013		<u><u>\$ 182,931.36</u></u>

Exhibit SB-22

**TRUST OTHER FUND**  
Statement of Reserve for Federal Asset Forfeiture  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$ 23,229.48
Increased by:		
Receipts:		
Forfeitures	\$ 6,705.33	
Interest Earned on Deposits	<u>40.00</u>	
		<u>6,745.33</u>
Balance Dec. 31, 2013		<u><u>\$ 29,974.81</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**TRUST OTHER FUND**  
Statement of Reserve for Parking Offenses Adjudication Act  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$	965.78
Increased by:			
Receipts:			
POAA Fees	\$	52.00	
Interest Earned on Deposits		<u>1.50</u>	
			<u>53.50</u>
Balance Dec. 31, 2013		\$	<u><u>1,019.28</u></u>

Exhibit SB-24

**TRUST OTHER FUND**  
Statement of Reserve for Uniform Fire Safety Penalties  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$	3,270.47
Increased by:			
Receipts:			
Penalties	\$	100.00	
Interest Earned on Deposits		<u>5.01</u>	
			<u>105.01</u>
Balance Dec. 31, 2013		\$	<u><u>3,375.48</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**TRUST OTHER FUND**  
Statement of Reserve for COAH Development Fees  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$	48.89
Increased by:		
Receipts:		
Interest Earned on Deposits		0.22
Balance Dec. 31, 2013	\$	49.11

**TRUST OTHER FUND**  
Statement of Reserve for Road Openings  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$	7,480.00
Increased by:		
Receipts:		
Road Opening Deposits		3,100.00
Balance Dec. 31, 2013	\$	10,580.00

**TOWNSHIP OF MAPLE SHADE**  
**TRUST OTHER FUND**  
Statement of Reserve for Municipal Alliance  
For the Year Ended December 31, 2013

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Receipts:		
Deposits	\$ 23,224.28	
Interest Earned on Deposits	<u>15.03</u>	
		<u>23,239.31</u>
		23,239.31
Decreased by:		
Disbursed		<u>18,015.10</u>
Balance Dec. 31, 2013		<u><u>\$ 5,224.21</u></u>

**TRUST OTHER FUND**  
Statement of Reserve for Sidewalk Assessment  
For the Year Ended December 31, 2013

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Receipts:		
Deposits	\$ 12,726.00	
Interest Earned on Deposits	<u>5.08</u>	
Balance Dec. 31, 2013		<u><u>\$ 12,731.08</u></u>

**TOWNSHIP OF MAPLE SHADE**  
TRUST OTHER FUND  
Statement of Reserve for Police Unclaimed Monies  
For the Year Ended December 31, 2013

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Receipts:		
Deposits	\$	<u>41.10</u>
Balance Dec. 31, 2013	\$	<u><u>41.10</u></u>

**SUPPLEMENTAL EXHIBITS**  
**GENERAL CAPITAL FUND**

**TOWNSHIP OF MAPLE SHADE**  
**GENERAL CAPITAL FUND**  
Statement of General Capital Cash  
Per N.J.S. 40A:5-5 -- Treasurer  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012		\$ 2,086,990.58
Increased by Receipts:		
Grants Receivable	\$ 88,968.40	
Premium on Bond Anticipation Notes Issued	26,603.49	
Bond Anticipation Note Proceeds	8,061,665.00	
Due Current Fund	2,336.58	
Budget Appropriations:		
Capital Improvement Fund	<u>150,000.00</u>	
		<u>8,329,573.47</u>
		10,416,564.05
Decreased by Disbursements:		
Due Current Fund	70,325.73	
Improvement Authorizations	127,992.01	
Contracts Payable	3,466,857.37	
Reserve for Encumbrances	<u>22,552.00</u>	
		<u>3,687,727.11</u>
Balance Dec. 31, 2013		<u><u>\$ 6,728,836.94</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**GENERAL CAPITAL FUND**  
 Analysis of General Capital Cash and Investments  
 For the Year Ended December 31, 2013

	Balance (Deficit) Dec. 31, 2012	Receipts			Disbursements			Balance (Deficit) Dec. 31, 2013	
		Bond Anticipation Notes	Budget Appropriations	Miscellaneous	Improvement Authorizations	Miscellaneous	Transfers		
							From		To
Capital Improvement Fund	\$ 23,808.00		\$ 150,000.00			\$ 134,430.00		\$ 39,378.00	
Reserve for Payment of Bonds and Notes	189,489.15					67,989.15		121,500.00	
<u>Improvement Authorizations:</u>									
02-06	3,031.90							3,031.90	
05-09	31,033.72			\$ 5,409.75		6,000.00		19,623.97	
06-12	161,860.52			4,921.64				156,938.88	
07-11	(0.03)							(0.03)	
07-19	14,105.50			3,419.50				10,686.00	
08-12	419,528.19			14,552.46		179,808.00	\$ 53,056.68	278,224.41	
09-16	204,587.70			14,131.82			3,716.17	194,172.05	
10-07	1,416,868.97			11,376.44		768,068.38	2,229.09	639,653.24	
11-03	(139,271.30)			3,911.50		88,000.00		(231,182.80)	
11-05	(790,731.51)	\$ 2,701,667.00		17,574.00		1,598,125.00		295,236.49	
12-09	(14,866.78)	2,671,428.00		35,616.90		1,671,132.00		949,812.32	
13-10		2,688,570.00		17,078.00		346,812.74	540,430.00	2,865,109.26	
13-13						521,129.00	521,129.00		
Due Current Fund			\$ 2,336.58		\$ 70,325.73		110,142.15	42,153.00	
Fund Balance			26,603.49					26,603.49	
Grant Funds Receivable	(200,000.00)		88,968.40			406,000.00		(517,031.60)	
Reserve for Road Repairs	42,153.00					42,153.00			
Contracts Payable	670,599.42				3,466,857.37	55,285.77	4,636,398.12	1,784,854.40	
Reserve for Encumbrances	54,794.13				22,552.00	3,716.17	21,548.00	50,073.96	
	<u>\$ 2,086,990.58</u>	<u>\$ 8,061,665.00</u>	<u>\$ 150,000.00</u>	<u>\$ 117,908.47</u>	<u>\$ 127,992.01</u>	<u>\$ 5,888,649.21</u>	<u>\$ 5,888,649.21</u>	<u>\$ 6,728,836.94</u>	

**TOWNSHIP OF MAPLE SHADE**  
**GENERAL CAPITAL FUND**  
 Statement of Grant Funds Receivable  
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 200,000.00
Increased by:		
Accrued		406,000.00
		606,000.00
Decreased by:		
Collections		88,968.40
		88,968.40
Balance Dec. 31, 2013		\$ 517,031.60

Analysis of Balance Dec. 31, 2013

<u>Purpose</u>	<u>Grant</u>	<u>Ordinance Number</u>	<u>Amount</u>
Cutler Avenue Sidewalk Improvements	NJDOT	10-07	\$ 111,031.60
Improvements to Center Avenue	NJDOT	13-10	406,000.00
			\$ 517,031.60

**TOWNSHIP OF MAPLE SHADE**  
**GENERAL CAPITAL FUND**  
Statement of Due to Current Fund  
For the Year Ended December 31, 2013

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Realized as Revenue in Current Fund Budget:		
Reserve for Payment of Bonds	\$ 67,989.15	
Reserve for Road Repairs	42,153.00	
Receipts:		
Interest Earned on Deposits	2,336.58	
		\$ 112,478.73
Decreased by:		
Disbursements:		
Interfund Loans Returned		70,325.73
Balance Dec. 31, 2013		\$ 42,153.00

Exhibit SC-5

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

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Balance Dec. 31, 2012	\$ 16,538,360.80
Decreased by:	
2013 Budget Appropriation to Pay Bonds/Loans	1,798,799.12
Balance Dec. 31, 2013	\$ 14,739,561.68

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

<u>Improvement Description</u>	<u>Ordinance Number</u>	Analysis of Balance Dec.31, 2013					
		<u>Balance Dec. 31, 2012</u>	<u>2013 Authorizations</u>	<u>Balance Dec. 31, 2013</u>	<u>Financed by Bond Anticipation Notes</u>	<u>Expenditures</u>	<u>Unexpended Improvement Authorizations</u>
General Improvements:							
Acquisition of Various Parcels of Real Property as Part of the Open Space Program	07-11	\$ 0.03		\$ 0.03		\$ 0.03	
Various Capital Improvements	08-12	375,000.28		375,000.28			\$ 375,000.28
Road Improvements	11-03	233,333.00		233,333.00		231,182.80	2,150.20
Various General Improvements	11-05	2,701,667.00		2,701,667.00	\$ 2,701,667.00		
Various General Improvements	12-09	2,671,428.00		2,671,428.00	2,671,428.00		
Acquisition of Various Pieces of Equipment and Completion of Various Capital Improvements	13-10		\$ 2,688,570.00	2,688,570.00	2,688,570.00		
		\$ 5,981,428.31	\$ 2,688,570.00	\$ 8,669,998.31	\$ 8,061,665.00	\$ 231,182.83	\$ 377,150.48
Improvement Authorizations--Unfunded							\$ 4,310,769.29
Less: Unexpended Proceeds of Bonds:							
Ordinance Numbers:							
11-05						\$ 295,236.49	
12-09						949,812.32	
13-10						2,688,570.00	
							3,933,618.81
							\$ 377,150.48

**TOWNSHIP OF MAPLE SHADE**  
**GENERAL CAPITAL FUND**  
 Statement of Improvement Authorizations  
 For the Year Ended December 31, 2013

Improvement Description	Number	Date	Amount	Balance Dec. 31, 2012		2013 Authorizations		Prior Year Orders Canceled	Paid or Charged	Reappropriated	Balance Dec. 31, 2013	
				Funded	Unfunded	Funded	Unfunded				Funded	Unfunded
General Improvements:												
Various Capital Improvements	02-06	5-15-02	\$ 51,610.00	\$ 3,031.90							\$ 3,031.90	
Acquisition of Various Pieces of Equipment and Completion of Various Capital Improvements	05-09	6-15-05	2,436,850.00	31,033.72					\$ 11,409.75		19,623.97	
Acquisition of Various Pieces of Equipment and Completion of Various Capital Improvements	06-12	6-07-06	2,118,000.00	161,860.52					4,921.64		156,938.88	
Acquisition of Various Pieces of Equipment and Completion of Various Capital Improvements	07-19	6-6-07	1,549,500.00	14,105.50					3,419.50		10,686.00	
Various Capital Improvements	08-12	6-18-08	3,051,500.00	419,528.19	\$ 375,000.28			\$ 53,056.68	194,360.46		278,224.41	\$ 375,000.28
Various Capital Improvements	09-16	6-17-09	2,860,900.00	204,587.70				3,716.17	14,131.82		194,172.05	
Various Capital Improvements	10-07	6-02-10	3,000,000.00	1,416,868.97				2,229.09	258,315.82	\$ (521,129.00)	639,653.24	
Road Improvements	11-03	4-14-11	425,000.00		94,061.70				91,911.50			2,150.20
Various General Improvements	11-05	6-09-11	2,905,000.00		1,910,935.49				1,615,699.00			295,236.49
Various General Improvements	12-09	8-23-12	2,805,000.00		2,656,561.22				1,706,748.90			949,812.32
Acquisition of Various Pieces of Equipment and Completion of Various Capital Improvements	13-10	7-25-13	3,229,000.00			\$ 540,430.00	\$ 2,688,570.00		363,890.74		176,539.26	2,688,570.00
Acquisition of Various Pieces of Equipment and Completion of Various Capital Improvements	13-13	9-12-13	521,129.00						521,129.00	521,129.00		
			<u>\$2,251,016.50</u>	<u>\$5,036,558.69</u>		<u>\$ 540,430.00</u>	<u>\$2,688,570.00</u>	<u>\$ 59,001.94</u>	<u>\$4,785,938.13</u>	<u>\$ -</u>	<u>\$1,478,869.71</u>	<u>\$4,310,769.29</u>
Capital Improvement Fund						\$ 134,430.00						
New Jersey Department of Transportation Grant						<u>406,000.00</u>						
						<u>\$ 540,430.00</u>						
Contracts Payable								\$ 55,285.77	\$4,636,398.12			
Reserve for Encumbrances								3,716.17	21,548.00			
Disbursed									127,992.01			
								<u>\$ 59,001.94</u>	<u>\$4,785,938.13</u>			

**TOWNSHIP OF MAPLE SHADE**  
**GENERAL CAPITAL FUND**  
Statement of Reserve for Payment of Bonds and Notes  
For the Year Ended December 31, 2013

---

Balance Dec. 31, 2012	\$ 189,489.15
Decreased by:	
Due to Current Fund:	
Realized as Revenue in Current Fund Budget	67,989.15
Balance Dec. 31, 2013	\$ 121,500.00

## Exhibit SC-9

**GENERAL CAPITAL FUND**  
Statement of Capital Improvement Fund  
For the Year Ended December 31, 2013

---

Balance Dec. 31, 2012	\$ 23,808.00
Increased by:	
Receipts:	
2013 Budget Appropriation	150,000.00
	173,808.00
Decreased by:	
Appropriation to Finance Improvement Authorizations	134,430.00
Balance Dec. 31, 2013	\$ 39,378.00

**TOWNSHIP OF MAPLE SHADE**  
**GENERAL CAPITAL FUND**  
**Statement of Contracts Payable**  
**For the Year Ended December 31, 2013**

---

Balance Dec. 31, 2012		\$ 670,599.42
Increased by:		
Charged to Improvement Authorizations		<u>4,636,398.12</u>
		5,306,997.54
Decreased by:		
Canceled	\$ 55,285.77	
Disbursed	<u>3,466,857.37</u>	
		<u>3,522,143.14</u>
Balance Dec. 31, 2013		<u><u>\$ 1,784,854.40</u></u>

A detailed list of contracts payable is on file at the office of the Chief Financial Officer.

## Exhibit SC-11

**GENERAL CAPITAL FUND**  
**Statement of Reserve for Encumbrances**  
**For the Year Ended December 31, 2013**

---

Balance Dec. 31, 2012		\$ 54,794.13
Increased by:		
Charged to Improvement Authorizations		<u>21,548.00</u>
		76,342.13
Decreased by:		
Canceled	\$ 3,716.17	
Disbursed	<u>22,552.00</u>	
		<u>26,268.17</u>
Balance Dec. 31, 2013		<u><u>\$ 50,073.96</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**GENERAL CAPITAL FUND**  
Statement of General Serial Bonds  
For the Year Ended December 31, 2013

<u>Purpose</u>	<u>Date of Issue</u>	<u>Original Issue</u>	<u>Maturities of Bonds Outstanding Dec. 31, 2013</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2012</u>	<u>Paid by Budget Appropriation</u>	<u>Balance Dec. 31, 2013</u>
			<u>Date</u>	<u>Amount</u>				
General Obligation Bonds	12-1-98	\$ 6,021,000.00	-	-	-	\$ 471,000.00	\$ 471,000.00	
County-Guaranteed Pooled Loan Revenue Bonds	10-15-02	3,761,090.00	10-15-22	\$ 229,000.00	4.50%	229,000.00		\$ 229,000.00
County-Guaranteed Pooled Loan Revenue Bonds	12-28-06	6,389,000.00	5-15-14	564,000.00	5.00%			
			5-15-15	614,000.00	5.00%			
			5-15-16	664,000.00	5.00%			
			5-15-17	714,000.00	4.00%			
			5-15-18	714,000.00	4.25%			
			5-15-19	764,000.00	5.00%			
			5-15-20	801,000.00	5.00%	5,249,000.00	414,000.00	4,835,000.00
County-Guaranteed Pooled Loan Revenue Bonds	12-21-10	9,515,000.00	10-15-14	745,000.00	4.00%			
			10-15-15	775,000.00	2.25%			
			10-15-16	795,000.00	2.50%			
			10-15-17	195,000.00	2.50%			
			10-15-17	615,000.00	2.75%			
			10-15-18	395,000.00	2.75%			
			10-15-18	440,000.00	3.00%			
			10-15-19	860,000.00	5.00%			
			10-15-20	900,000.00	3.50%			
			10-15-21	935,000.00	5.00%			
			10-15-22	980,000.00	5.00%	8,345,000.00	710,000.00	7,635,000.00

(Continued)

**TOWNSHIP OF MAPLE SHADE**  
**GENERAL CAPITAL FUND**  
**Statement of General Serial Bonds**  
**For the Year Ended December 31, 2013**

<u>Purpose</u>	<u>Date of Issue</u>	<u>Original Issue</u>	<u>Maturities of Bonds</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2012</u>	<u>Paid by Budget Appropriation</u>	<u>Balance Dec. 31, 2013</u>
			<u>Outstanding Dec. 31, 2013</u>	<u>Date</u>				
County-Guaranteed Pooled Loan Revenue Refunding Bonds	3-31-11	\$ 2,048,000.00	10-15-14	\$ 231,000.00	5.00%			
			10-15-15	233,000.00	5.00%			
			10-15-16	233,000.00	5.00%			
			10-15-17	233,000.00	5.00%			
			10-15-18	233,000.00	5.00%			
			10-15-19	232,000.00	5.00%			
			10-15-20	232,000.00	3.50%			
			10-15-21	229,000.00	4.00%	\$ 2,048,000.00	\$ 192,000.00	\$ 1,856,000.00
						<u>\$ 16,342,000.00</u>	<u>\$ 1,787,000.00</u>	<u>\$ 14,555,000.00</u>

**TOWNSHIP OF MAPLE SHADE**  
**GENERAL CAPITAL FUND**  
 Statement of Green Acres Trust Development Loans Payable  
 For the Year Ended December 31, 2013

<u>Purpose</u>	<u>Date of Issue</u>	<u>Original Issue</u>	<u>Maturities of Loans Outstanding Dec. 31, 2013</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2012</u>	<u>Paid by Budget Appropriation</u>	<u>Balance Dec. 31, 2013</u>
			<u>Date</u>	<u>Amount</u>				
Open Space Acquisition	12-23-2010	\$ 213,625.00	(A)	(A)	2.00%	<u>\$ 196,360.80</u>	<u>\$ 11,799.12</u>	<u>\$ 184,561.68</u>
		(A)	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
			3-23-14	\$ 5,988.20	3-23-19	\$ 6,614.70	3-23-24	\$ 7,306.74
			9-23-14	6,048.08	9-23-19	6,680.85	9-23-24	7,379.81
			3-23-15	6,108.56	3-23-20	6,747.65	3-23-25	7,453.61
			9-23-15	6,169.65	9-23-20	6,815.13	9-23-25	7,528.15
			3-23-16	6,231.35	3-23-21	6,883.28	3-23-26	7,603.43
			9-23-16	6,293.66	9-23-21	6,952.12	9-23-26	7,679.46
			3-23-17	6,356.60	3-23-22	7,021.64	3-23-27	7,756.26
			9-23-17	6,420.16	9-23-22	7,091.85		
			3-23-18	6,484.36	3-23-23	7,162.77		
			9-23-18	6,549.21	9-23-23	7,234.40		
								<u>\$ 184,561.68</u>

**TOWNSHIP OF MAPLE SHADE**  
**GENERAL CAPITAL FUND**  
Statement of Bond Anticipation Notes  
For the Year Ended December 31, 2013

---

<u>Improvement Description</u>	<u>Ordinance Number</u>	<u>Date of Original Issue</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rate</u>	<u>Issued for Cash</u>	<u>Balance Dec. 31, 2013</u>
General Improvements:							
Various General Improvements	11-05	12-20-13	12-20-13	12-19-14	1.25%	\$ 2,701,667.00	\$ 2,701,667.00
Various General Improvements	12-09	12-20-13	12-20-13	12-19-14	1.25%	2,671,428.00	2,671,428.00
Acquisition of Various Pieces of Equipment and Completion of Various Capital Improvements	13-10	12-20-13	12-20-13	12-19-14	1.25%	<u>2,688,570.00</u>	<u>2,688,570.00</u>
						<u>\$ 8,061,665.00</u>	<u>\$ 8,061,665.00</u>

**TOWNSHIP OF MAPLE SHADE**  
**GENERAL CAPITAL FUND**  
Statement of Bonds and Notes Authorized But Not Issued  
For the Year Ended December 31, 2013

<u>Improvement Description</u>	<u>Ordinance Number</u>	<u>Balance Dec. 31, 2012</u>	<u>2013 Authorizations</u>	<u>Bond Anticipation Notes Issued</u>	<u>Balance Dec. 31, 2013</u>
General Improvements:					
Acquisition of Various Parcels of Real Property as Part of the Open Space Program	07-11	\$ 0.03			\$ 0.03
Various Capital Improvements	08-12	375,000.28			375,000.28
Road Improvements	11-03	233,333.00			233,333.00
Various General Improvements	11-05	2,701,667.00		\$ 2,701,667.00	
Various General Improvements	12-09	2,671,428.00		2,671,428.00	
Acquisition of Various Pieces of Equipment and Completion of Various Capital Improvements	13-10	<u>                    </u>	<u>\$ 2,688,570.00</u>	<u>2,688,570.00</u>	<u>                    </u>
		<u>\$ 5,981,428.31</u>	<u>\$ 2,688,570.00</u>	<u>\$ 8,061,665.00</u>	<u>\$ 608,333.31</u>

**SUPPLEMENTAL EXHIBITS**  
**WATER/SEWER UTILITY FUND**

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY FUND**  
Statement of Water/Sewer Utility Cash  
Per N.J.S. 40A:5-5 -- Treasurer  
For the Year Ended December 31, 2013

	<u>Operating</u>	<u>Assessment Trust</u>	<u>Capital</u>
Balance Dec. 31, 2012	\$ 2,012,118.42	\$ 29.13	\$ 738,578.43
Increased by Receipts:			
Miscellaneous Revenues	\$ 45,797.69		
Collector	7,421,974.55		
Fuel Reimbursements Receivable	19,128.74		
NJ Environmental Infrastructure Trust Loans Receivable			\$ 1,248,243.75
Due Water/Sewer Utility Operating Fund			810.27
Due Water/Sewer Utility Capital Fund	274,075.27		
Capital Improvement Fund			100,000.00
	<u>7,760,976.25</u>	<u>-</u>	<u>1,349,054.02</u>
	9,773,094.67	29.13	2,087,632.45
Decreased by Disbursements:			
2013 Appropriations	6,298,603.25		
Fuel Reimbursements Receivable	37,677.59		
Due Current Fund	360,561.82		
2012 Appropriation Reserves	34,337.50		
Water/Sewer Rental Overpayments	11,776.89		
Accrued Interest on Bonds and Notes	758,280.59		
Deposits Payable	286.00		
Refund of Prior Year Revenue	26,125.00		
Due Water/Sewer Utility Operating Fund			274,075.27
Improvement Authorizations			66,707.24
Contracts Payable			743,651.12
	<u>7,527,648.64</u>	<u>-</u>	<u>1,084,433.63</u>
Balance Dec. 31, 2013	<u>\$ 2,245,446.03</u>	<u>\$ 29.13</u>	<u>\$ 1,003,198.82</u>

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY OPERATING FUND**  
**Statement of Water/Sewer Utility Operating Cash**  
**Per N.J.S. 40A:5-5 -- Water/Sewer Collector**  
**For the Year Ended December 31, 2013**

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## Receipts:

Water Connections	\$ 20,440.00
Sewer Connections	40,640.00
Interest on Delinquent Accounts	24,002.25
Consumer Accounts Receivable	7,306,070.37
Prepaid Water/Sewer Rents	15,912.04
Water/Sewer Rental Overpayments	<u>14,909.89</u>
	7,421,974.55

## Decreased by:

Payments to Treasurer	<u>\$ 7,421,974.55</u>
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All funds are deposited directly to the Treasurer's bank account.

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
 Statement of New Jersey Environmental Infrastructure Trust Funds Receivable  
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012		\$ 1,437,731.75
Decreased by:		
Receipts	\$ 1,248,243.75	
Loans Deobligated--Loan Payable	35,167.00	
Loans Deobligated--Principal Forgiveness	<u>45,830.00</u>	
		<u>1,329,240.75</u>
Balance Dec. 31, 2013		<u><u>\$ 108,491.00</u></u>

Analysis of Balance Dec. 31, 2013

<u>Purpose</u>	<u>Ordinance Number</u>	<u>Amount</u>
Improvements to Wastewater Treatment System	11-04	<u>\$ 108,491.00</u>
		<u><u>\$ 108,491.00</u></u>

**WATER/SEWER UTILITY ASSESSMENT TRUST FUND**  
 Analysis of Water/Sewer Utility Assessment Trust Cash  
 As of December 31, 2013

		Balance Dec. 31, 2013
Fund Balance		<u><u>\$ 29.13</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
**Analysis of Water/Sewer Utility Capital Cash**  
**For the Year Ended December 31, 2013**

	Balance (Deficit) Dec. 31, 2012	Receipts		Disbursements		Transfers		Balance (Deficit) Dec. 31, 2013
		Budget Appropriations	Miscellaneous	Improvement Authorizations	Miscellaneous	From	To	
Capital Improvement Fund	\$ 83.50	\$ 100,000.00				\$ 100,000.00		\$ 83.50
Fund Balance	46,302.00							46,302.00
Improvement Authorizations:								
General Improvements:								
Ordinance								
Number:								
03-06	0.10							0.10
04-05	145,906.66			\$ 43,506.28			\$ 9,572.85	111,973.23
04-07	418,995.68						6,026.84	425,022.52
05-10	388,062.81					354,683.00		33,379.81
06-11	(18,471.76)							(18,471.76)
07-20	350,000.00			1,368.22				348,631.78
08-13	62,392.10			42.65				62,349.45
09-17	64,453.06			44.06				64,409.00
10-06	119,732.92					28,246.00		91,486.92
10-08	810,474.68			21,168.03		7,050.00	8,941.67	791,198.32
11-04	(108,180.29)					55,261.56		(163,441.85)
11-06	(397,251.11)							(397,251.11)
12-10	(77,870.12)					1,621,827.00		(1,699,697.12)
13-11				578.00		277,030.00	100,000.00	(177,608.00)
Local Improvements:								
Ordinance								
Number:								
93-18	(122.00)							(122.00)
94-01	(147,250.00)							(147,250.00)
Reserve for Encumbrances	5,130.00						7,050.00	12,180.00
Contracts Payable	965,734.70				\$ 743,651.12	24,541.36	2,256,050.56	2,453,592.78
NJ Environmental Trust Loans Receivable	(1,437,731.75)		\$ 1,248,243.75				80,997.00	(108,491.00)
NJDEP Grant Receivable	(631,347.00)							(631,347.00)
Reserve for Payment of Debt								
Due Water/Sewer Utility Operating Fund	179,534.25		810.27		274,075.27			(93,730.75)
	<u>\$ 738,578.43</u>	<u>\$ 100,000.00</u>	<u>\$ 1,249,054.02</u>	<u>\$ 66,707.24</u>	<u>\$ 1,017,726.39</u>	<u>\$ 2,468,638.92</u>	<u>\$ 2,468,638.92</u>	<u>\$ 1,003,198.82</u>

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY OPERATING FUND**  
**Statement of Consumer Accounts Receivable**  
**For the Year Ended December 31, 2013**

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Balance Dec. 31, 2012		\$ 504,972.65
Increased by:		
Net Water/Sewer Rents Levied		<u>7,329,024.23</u>
		7,833,996.88
Decreased by:		
Collected	\$ 7,306,070.37	
Overpayments Applied	805.85	
Prepaid Rents Applied	<u>23,609.86</u>	
		<u>7,330,486.08</u>
Balance Dec. 31, 2013		<u><u>\$ 503,510.80</u></u>

## Exhibit SD-7

**WATER/SEWER UTILITY OPERATING FUND**  
**Statement of Fuel Reimbursements Receivable**  
**For the Year Ended December 31, 2013**

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Balance Dec. 31, 2012		\$ 134.85
Increased by:		
Disbursed		<u>37,677.59</u>
		37,812.44
Decreased by:		
Collected		<u>19,128.74</u>
Balance Dec. 31, 2013		<u><u>\$ 18,683.70</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY OPERATING FUND**  
 Statement of Due from Current Fund  
 For the Year Ended December 31, 2013

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Water/Sewer Rent Overpayments Collected by Current Fund	\$ 230.61	
Interfund Loans Returned	<u>360,561.82</u>	
		\$ 360,792.43
Decreased by:		
Anticipated as Revenue in Current Fund Budget:		
Water/Sewer Utility Operating Surplus		<u>360,000.00</u>
Balance Dec. 31, 2013		<u><u>\$ 792.43</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
Statement of Due to/from Water/Sewer Utility Operating Fund  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012 (Due to)	\$ 179,534.25
Increased by:	
Interest Earned on Deposits	<u>810.27</u>
	180,344.52
Decreased by:	
Disbursed:	
Interfund Loans Returned	<u>274,075.27</u>
Balance Dec. 31, 2013 (Due from)	<u><u>\$ 93,730.75</u></u>

## Exhibit SD-10

**WATER/SEWER UTILITY OPERATING FUND**  
Statement of Deposits Payable  
For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$ 2,286.00
Decreased by:	
Disbursed	<u>286.00</u>
Balance Dec. 31, 2013	<u><u>\$ 2,000.00</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
 Schedule of Fixed Capital  
 As of December 31, 2013

<u>Water Utility</u>	<u>Amount</u>
Organization	\$ 4,146.98
Springs and Wells	495,660.07
Filters	3,848.92
Aeration Plant	2,443.75
Chemical Treatment Plant	1,811.10
Pumping Station	31,266.47
Electric Power Pumping Equipment	76,675.58
Storage Reservoirs and Standpipes	20,915.68
Distribution Mains	854,592.80
Service Pipes and Stops	86,305.38
Meters	80,920.33
Fire Hydrants	24,449.30
General Structures	66,078.36
General Equipment	46,069.94
Old Plant	174,223.93
Engineering and Superintendence	302,525.07
Legal Expenditures During Construction	19,622.70
Interest During Construction	9,433.11
Land Purchased	20,881.50
Iron Removal Plant	35,077.67
Miscellaneous Construction Expense	37,960.96
Elevated Tank	276,478.61
Treatment Plants	1,244,073.76
Cross Town Water Connection	426,524.45
Painting Water Tank	45,706.00
Overlay	37,873.73
Water Lines and Interconnections between Two	
Clear Wells--Kings Highway Water Plant	94,003.00
Repair and Renovation of Well No. 8	73,538.50
Tank Foundation	7,825.00
Water Tower	31,059.00
Bonding and Miscellaneous	49,091.53
Repairs to Well No. 10	41,125.00
Testing of Wells	650.00
Rehabilitation of Water Filtration Units	502,312.08
Preparation of an Extraordinary Hazardous	
Substance Accident Risk Assessment Work Plan	12,237.00
Removal of Existing 550 Gallon Underground Diesel	
Storage Tank and Replace with a 1000 Gallon	
Aboveground Diked Storage Tank System at Old King's	
Highway Facility; Removal of Contaminated Soils	35,880.75
Upgrade the Fire Hydrant System	98,818.51

(Continued)

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
 Schedule of Fixed Capital  
 As of December 31, 2013

	<u>Amount</u>
<u>Water Utility (Cont'd)</u>	
Water Line on Alexander Avenue	\$ 60,994.06
Back Wash Tank, Well Blow-off Facilities and Equipment for Water Lines and Hydrants	285,000.00
Nutrient Water Quality Study	76,452.77
Mapping of the Water System, Capital Improvements for the Main Street Plant, a Water Storage Facility, Filter Media at the Main Street Facility, Plant Communication Systems	341,709.36
	6,136,262.71
<u>Sewer Utility</u>	
Rebuilding of Lenola Road Pump Station	27,793.89
Wemco Torque Flow Pump	9,145.85
Unclassified 1957 & Prior	549,821.26
Sanitary Sewer Mains	1,016,296.93
General Equipment	21,496.14
Automotive Equipment	2,658.01
Sewer Plant	823,537.34
Equalization Plant	6,120.31
201 Planning Study	219,420.00
Clarigester and Digester	143,730.00
Asbuilt Plant	135,780.40
Sewer Jet	40,699.00
Bonding and Miscellaneous	25,644.04
Upgrade Wastewater Treatment Plant	20,447,626.66
Engineering	123,579.30
Kings Highway Pumping Station	5,393.00
Route No. 73 Pumping Station Repairs	35,000.00
Facility Maintenance, Well Redevelopment and Pump Rebuilding	161,000.00
Improvements to the Euclid Avenue Pump Station and the Park Avenue Disinfection System	600,000.00
Preparation of an Extraordinary Hazardous Substance Accident Risk Assessment Work Plan	12,237.00
Extension of Sewer Main In and Along Route 38	267,940.00
	24,674,919.13
	\$ 30,811,181.84

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
Statement of Fixed Capital Authorized and Uncompleted  
For the Year Ended December 31, 2013

<u>Improvement Description</u>	<u>O r d i n a n c e</u>			<u>Balance Dec. 31, 2012</u>	<u>Deferred Reserve for Amortization</u>	<u>Charges to Future Revenue</u>	<u>Balance Dec. 31, 2013</u>
	<u>Number</u>	<u>Date</u>	<u>Amount</u>				
General Improvements:							
Engineering Services with Respect to Improvements to Route 73/Kings Highway Pumping Station and Sewerage Transmission System	93-10)	4-7-93)	\$ 330,000.00				
Replacement of a Sewer Jetter and Replacement of an Air Compressor	94-17)	6-30-94)	150,000.00	\$ 480,000.00			\$ 480,000.00
Various Capital Improvements	95-11	7-5-95	80,000.00	80,000.00			80,000.00
Various Capital Improvements	97-09	5-21-97	310,000.00	310,000.00			310,000.00
Various Capital Improvements	98-11	6-3-98	300,000.00	300,000.00			300,000.00
Various Capital Improvements	99-03	5-19-99	390,000.00	390,000.00			390,000.00
Various Capital Improvements	99-07	6-16-99	243,000.00	243,000.00			243,000.00
Various Capital Improvements	00-07	7-5-00	435,000.00	435,000.00			435,000.00
Purchase of Various Equipment and the Installation of Various Public Improvements from the Utility Fund	01-03)	4-18-01)					
Various Improvements to and for the Township's Water/Sewer Utility	01-13)	9-19-01)	1,500,000.00	1,500,000.00			1,500,000.00
Purchase of Miscellaneous Items and Providing for Various Improvements	02-08	5-15-02	1,650,000.00	1,650,000.00			1,650,000.00
Acquisition of Various Pieces of Utility Equipment and Completion of Various Utility Capital Improvements	03-06	5-21-03	2,165,000.00	2,165,000.00			2,165,000.00
Replacement of Transmission and Distribution Mains Within the Township's Water Utility System	04-05	6-16-04	2,208,500.00	2,208,500.00			2,208,500.00
Acquisition of Various Pieces of Utility Equipment and Completion of Various Utility Capital Improvements	04-07	6-16-04	3,300,000.00	3,181,615.00			3,181,615.00
Design and Construction of a Water Treatment System	05-10	6-15-05	1,200,000.00	1,200,000.00			1,200,000.00
Acquisition of Various Pieces of Utility Equipment and Completion of Various Utility Capital Improvements	06-11	6-07-06	11,700,000.00	11,700,000.00			11,700,000.00
Various Improvements to the Water/Sewer Utility System	06-13	6-07-06	853,000.00	853,000.00			853,000.00
Acquisition of Various Pieces of Utility Equipment and Completion of Various Utility Capital Improvements	07-09	3-21-07	320,000.00	320,000.00			320,000.00
Various Improvements to the Water/Sewer Utility System	07-20	6-06-07	1,443,500.00	1,443,500.00			1,443,500.00

(Continued)

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
Statement of Fixed Capital Authorized and Uncompleted  
For the Year Ended December 31, 2013

<u>Improvement Description</u>	<u>O r d i n a n c e</u>			<u>Balance</u> <u>Dec. 31, 2012</u>	<u>Deferred</u> <u>Reserve for</u> <u>Amortization</u>	<u>Charges to</u> <u>Future</u> <u>Revenue</u>	<u>Balance</u> <u>Dec. 31, 2013</u>
	<u>Number</u>	<u>Date</u>	<u>Amount</u>				
General Improvements:							
Various Sewer and Water Improvements	08-13	6-18-08	\$ 870,000.00	\$ 870,000.00			\$ 870,000.00
Various Sewer and Water Improvements	09-17	6-17-09	716,800.00	716,800.00			716,800.00
Replacement of ACP Water Mains	10-06	6-02-10	1,550,000.00	1,550,000.00			1,550,000.00
Various Sewer and Water Improvements	10-08	6-02-10	2,850,000.00	2,850,000.00			2,850,000.00
Various Sewer and Water Improvements	11-04	4-14-11	2,113,700.00	2,113,700.00			2,113,700.00
Various Sewer and Water Improvements	11-06	6-09-11	610,000.00	610,000.00			610,000.00
Various Sewer and Water Improvements	12-10	8-23-12	2,100,000.00	2,100,000.00			2,100,000.00
Various Sewer and Water Improvements	13-11	7-25-13	2,100,000.00		\$ 100,000.00	\$ 2,000,000.00	2,100,000.00
				<u>\$ 39,270,115.00</u>	<u>\$ 100,000.00</u>	<u>\$ 2,000,000.00</u>	<u>\$ 41,370,115.00</u>

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY OPERATING FUND**  
 Statement of 2012 Appropriation Reserves  
 For the Year Ended December 31, 2013

	<u>Balance</u> <u>Dec. 31, 2012</u>		<u>Balance</u> <u>After</u>	<u>Paid or</u>	<u>Balance</u>
	<u>Encumbered</u>	<u>Reserves</u>	<u>Modification</u>	<u>Charged</u>	<u>Lapsed</u>
Operating:					
Salaries and Wages		\$ 31,678.26	\$ 31,678.26	\$ 12,802.17	\$ 18,876.09
Other Expenses	\$ 35,389.04	463,150.95	498,539.99	41,177.97	457,362.02
Statutory Expenditures:					
Contribution to:					
Social Security System		3,326.79	3,326.79		3,326.79
	<u>\$ 35,389.04</u>	<u>\$ 498,156.00</u>	<u>\$ 533,545.04</u>	<u>\$ 53,980.14</u>	<u>\$ 479,564.90</u>
Disbursed				\$ 34,337.50	
Accounts Payable				<u>19,642.64</u>	
				<u>\$ 53,980.14</u>	

**WATER/SEWER UTILITY OPERATING FUND**  
 Statement of Accounts Payable  
 For the Year Ended December 31, 2013

Balance Dec. 31, 2012	\$ 124,626.10
Increased by:	
Charged to 2012 Appropriation Reserves	<u>19,642.64</u>
	144,268.74
Decreased by:	
Canceled	<u>106,312.38</u>
Balance Dec. 31, 2013	<u>\$ 37,956.36</u>

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY OPERATING FUND**  
**Statement of Prepaid Water/Sewer Rents**  
**For the Year Ended December 31, 2013**

Balance Dec. 31, 2012 (2013 Rents)	\$ 23,609.86
Increased by:	
Collections--2014 Rents	<u>15,912.04</u>
	39,521.90
Decreased by:	
Application to Consumer Accounts Receivable	<u>23,609.86</u>
Balance Dec. 31, 2013 (2014 Rents)	<u><u>\$ 15,912.04</u></u>

**WATER/SEWER UTILITY OPERATING FUND**  
**Statement of Water/Sewer Rental Overpayments**  
**For the Year Ended December 31, 2013**

2013 Water/Sewer Rental Overpayments:		
Collected	\$ 14,909.89	
Collected by Current Fund	<u>230.61</u>	
		\$ 15,140.50
Decreased by:		
Refunded	11,776.89	
Applied	<u>805.85</u>	
		<u>12,582.74</u>
Balance Dec. 31, 2013		<u><u>\$ 2,557.76</u></u>

**TOWNSHIP OF MAPLE SHADE**  
 WATER/SEWER UTILITY CAPITAL FUND  
 Statement of Capital Improvement Fund  
 For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$ 83.50
Increased by:	
2013 Budget Appropriation Received	<u>100,000.00</u>
	100,083.50
Decreased by:	
Appropriation to Finance Improvement Authorizations	<u>100,000.00</u>
Balance Dec. 31, 2013	<u><u>\$ 83.50</u></u>

WATER/SEWER UTILITY CAPITAL FUND  
 Statement of Reserve for Encumbrances  
 For the Year Ended December 31, 2013

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Balance Dec. 31, 2012	\$ 5,130.00
Increased by:	
Charged to Improvement Authorizations	<u>7,050.00</u>
Balance Dec. 31, 2013	<u><u>\$ 12,180.00</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY OPERATING FUND**  
Statement of Accrued Interest on Bonds and Notes and Analysis of Balance  
For the Year Ended December 31, 2013

Balance Dec. 31, 2012	\$ 224,629.16
Increased by:	
Budget Appropriations:	
Interest on Bonds and Notes	747,116.63
	971,745.79
Decreased by:	
Disbursed	758,280.59
Balance Dec. 31, 2013	\$ 213,465.20

Analysis of Accrued Interest Dec. 31, 2013

<u>Principal Outstanding Dec. 31, 2013</u>	<u>Interest Rate</u>	<u>From</u>	<u>To</u>	<u>Period</u>	<u>Amount</u>
Serial Bonds and Loans:					
\$1,115,000.00	4.602%	8/01/13	12/31/13	5.0 Months	\$ 21,380.14
4,750,000.00	4.543%	8/01/13	12/31/13	5.0 Months	89,913.55
415,000.00	5.000%	8/01/13	12/31/13	5.0 Months	8,645.84
465,000.00	4.310%	8/01/13	12/31/13	5.0 Months	8,350.64
282,000.00	4.500%	10/15/13	12/31/13	2.5 Months	2,643.75
4,081,000.00	4.471%	11/15/13	12/31/13	0.5 Months	22,807.69
5,050,000.00	3.901%	10/15/13	12/31/13	2.5 Months	41,041.77
1,912,000.00	4.690%	10/15/13	12/31/13	2.5 Months	18,681.83
					\$ 213,465.20

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
 Statement of Improvement Authorizations  
 For the Year Ended December 31, 2013

Improvement Description	Number	Ordinance Date	Amount	Balance Dec. 31, 2012		2013 Authorizations		Prior Year Orders Canceled	Paid or Charged	Balance Dec. 31, 2013		
				Funded	Unfunded	Capital Improvement Fund	Deferred Charges to Future Revenue			Funded	Unfunded	
General Improvements:												
Purchase of Miscellaneous Items and Providing for Various Improvements	03-06	5-21-03	2,165,000.00	\$ 0.10						\$ 0.10		
Acquisition of Various Pieces of Utility Equipment and Completion of Various Utility Capital Improvements	04-05	6-16-04	2,208,500.00	145,906.66			\$ 9,572.85	\$ 43,506.28		111,973.23		
Replacement of Transmission and Distribution Mains Within the Township's Water Utility System	04-07	6-16-04	3,300,000.00	418,995.68			6,026.84			425,022.52		
Acquisition of Various Pieces of Utility Equipment and Completion of Various Utility Capital Improvements	05-10	6-15-05	1,200,000.00	388,062.81				354,683.00		33,379.81		
Design and Construction of a Water Treatment System	06-11	6-07-06	11,700,000.00		\$ 308,773.24						\$ 308,773.24	
Acquisition of Various Pieces of Utility Equipment and Completion of Various Utility Capital Improvements	07-20	6-06-07	1,443,500.00	350,000.00				1,368.22		348,631.78		
Various Water and Sewer Utility Improvements	08-13	6-18-08	870,000.00	62,392.10				42.65		62,349.45		
Various Water and Sewer Utility Improvements	09-17	6-17-09	716,800.00	64,453.06				44.06		64,409.00		
Replacement of ACP Water Mains	10-06	6-02-10	1,550,000.00	119,732.92	628,372.25					91,486.92	656,618.25	
Various Water and Sewer Utility Improvements	10-08	6-02-10	2,850,000.00	810,474.68				8,941.67	28,218.03	791,198.32		
Various Water and Sewer Utility Improvements	11-04	4-14-11	2,113,700.00		635,414.71				2,510.56		632,904.15	
Various Water and Sewer Utility Improvements	11-06	6-09-11	610,000.00		183,700.89						183,700.89	
Various Water and Sewer Utility Improvements	12-10	8-23-12	2,100,000.00		1,922,129.88				1,621,827.00		300,302.88	
Various Water and Sewer Utility Improvements	13-11	7-25-13	2,100,000.00			\$ 100,000.00	\$ 2,000,000.00		277,608.00		1,822,392.00	
				<u>\$ 2,360,018.01</u>	<u>\$ 3,678,390.97</u>	<u>\$ 100,000.00</u>	<u>\$ 2,000,000.00</u>	<u>\$ 24,541.36</u>	<u>\$ 2,329,807.80</u>	<u>\$ 1,928,451.13</u>	<u>\$ 3,904,691.41</u>	
Contracts Payable									\$ 2,256,050.56			
Reserve for Encumbrances									7,050.00			
Disbursed									66,707.24			
									<u>\$ 2,329,807.80</u>			

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
**Statement of Contracts Payable**  
**For the Year Ended December 31, 2013**

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Balance Dec. 31, 2012		\$ 965,734.70
Increased by:		
Charged to Improvement Authorizations		<u>2,256,050.56</u>
		3,221,785.26
Decreased by:		
Disbursed	\$ 743,651.12	
Canceled	<u>24,541.36</u>	
		<u>768,192.48</u>
Balance Dec. 31, 2013		<u><u>\$ 2,453,592.78</u></u>

A detailed list of contracts payable is on file at the office of the Chief Financial Officer.

## Exhibit SD-22

**WATER/SEWER UTILITY CAPITAL FUND**  
**Statement of Reserve for Amortization**  
**For the Year Ended December 31, 2013**

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Balance Dec. 31, 2012		\$ 38,819,630.79
Increased by:		
Serial Bonds Paid by Operating Fund	\$ 679,000.00	
NJEIT Loans Paid by Operating Fund	<u>769,074.30</u>	
		1,448,074.30
Decreased by:		
NJEIT Loans Principal Forgiveness Deobligated		<u>45,830.00</u>
Balance Dec. 31, 2013		<u><u>\$ 40,221,875.09</u></u>

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
Statement of Deferred Reserve for Amortization  
For the Year Ended December 31, 2013

Ordinance Number	Improvement Description	Date of Ordinance	Balance Dec. 31, 2012	Fixed Capital Authorized	Balance Dec. 31, 2013
<u>General Improvements</u>					
93-10)	Engineering Services With Respect to Improvements to Route 73/Kings Highway Pumping Station and	4-7-93)			
94-17)	Sewerage Transmission System	6-30-94)	\$ 24,000.00		\$ 24,000.00
95-11	Replacement of a Sewer Jetter and Replacement of an Air Compressor	7-5-95	4,000.00		4,000.00
97-09	Various Capital Improvements	5-21-97	15,500.00		15,500.00
98-11	Various Capital Improvements	6-3-98	20,000.00		20,000.00
99-03	Various Capital Improvements	5-19-99	13,000.00		13,000.00
99-07	Various Capital Improvements	6-16-99	12,150.00		12,150.00
00-07	Various Capital Improvements	7-5-00	63,125.00		63,125.00
01-03)	Purchase of Various Equipment and the Installation of Various Public Improvements from the Utility Fund	4-18-01)			
01-13)		9-19-01)	105,000.00		105,000.00
02-08	Various Improvements to and for the Township's Water/Sewer Utility	5-15-02	82,500.00		82,500.00
03-06	Purchase of Miscellaneous Items and Providing for Various Improvements	5-21-03	103,100.00		103,100.00
04-05	Acquisition of Various Pieces of Utility Equipment and Completion of Various Utility Capital Improvements	6-16-04	110,425.00		110,425.00
05-10	Acquisition of Various Pieces of Utility Equipment and Completion of Various Utility Capital Improvements	6-15-05	487,500.00		487,500.00
06-13	Acquisition of Various Pieces of Utility Equipment and Completion of Various Utility Capital Improvements	6-07-06	42,650.00		42,650.00
07-09	Various Improvements to the Water/Sewer Utility System	3-21-07	16,000.00		16,000.00
07-20	Acquisition of Various Pieces of Utility Equipment and Completion of Various Utility Capital Improvements	6-06-07	292,940.00		292,940.00
08-13	Various Water and Sewer Utility Improvements	6-18-08	43,500.00		43,500.00
09-17	Various Water and Sewer Utility Improvements	6-17-09	35,840.00		35,840.00
10-08	Various Water and Sewer Utility Improvements	6-02-10	70,666.00		70,666.00
11-04	Various Water and Sewer Utility Improvements	4-14-11	100,652.00		100,652.00
11-06	Various Water and Sewer Utility Improvements	6-09-11	29,048.00		29,048.00
12-10	Various Water and Sewer Utility Improvements	8-23-12	100,000.00		100,000.00
13-11	Various Water and Sewer Utility Improvements	7-25-13		\$ 100,000.00	100,000.00
			<u>\$ 1,771,596.00</u>	<u>\$ 100,000.00</u>	<u>\$ 1,871,596.00</u>

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
**Statement of Serial Bonds**  
**For the Year Ended December 31, 2013**

<u>Purpose</u>	<u>Date of Issue</u>	<u>Original Issue</u>	<u>Maturities of Bonds Outstanding Dec. 31, 2013</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2012</u>	<u>Paid by Budget Appropriation</u>	<u>Balance Dec. 31, 2013</u>
			<u>Date</u>	<u>Amount</u>				
County-Guaranteed Pooled Loan Revenue Bonds	10-15-02	\$ 3,930,225.00	10-15-22	\$ 282,000.00	4.500%	\$ 282,000.00		\$ 282,000.00
County-Guaranteed Pooled Loan Revenue Bonds	12-28-06	5,682,000.00	5-15-14	\$ 289,000.00	5.000%			
			5-15-15	289,000.00	5.000%			
			5-15-16	289,000.00	5.000%			
			5-15-17	289,000.00	4.000%			
			5-15-18	289,000.00	4.250%			
			5-15-19	314,000.00	5.000%			
			5-15-20	314,000.00	5.000%			
			5-15-21	314,000.00	4.125%			
			5-15-22	339,000.00	4.125%			
			5-15-23	339,000.00	4.125%			
			5-15-24	339,000.00	4.125%			
			5-15-25	339,000.00	4.125%			
			5-15-26	338,000.00	4.250%	4,370,000.00	\$ 289,000.00	4,081,000.00

(Continued)

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
**Statement of Serial Bonds**  
**For the Year Ended December 31, 2013**

<u>Purpose</u>	<u>Date of Issue</u>	<u>Original Issue</u>	<u>Maturities of Bonds Outstanding Dec. 31, 2013</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2012</u>	<u>Paid by Budget Appropriation</u>	<u>Balance Dec. 31, 2013</u>
			<u>Date</u>	<u>Amount</u>				
County-Guaranteed Pooled Loan Revenue Bonds	12-21-10	\$ 5,650,000.00	10-15-14	\$ 200,000.00	4.000%			
			10-15-15	230,000.00	2.250%			
			10-15-16	235,000.00	2.500%			
			10-15-17	60,000.00	2.500%			
			10-15-17	180,000.00	2.750%			
			10-15-18	115,000.00	2.750%			
			10-15-18	130,000.00	3.000%			
			10-15-19	250,000.00	5.000%			
			10-15-20	265,000.00	3.500%			
			10-15-21	275,000.00	5.000%			
			10-15-22	290,000.00	5.000%			
			10-15-23	300,000.00	5.000%			
			10-15-24	315,000.00	4.250%			
			10-15-25	330,000.00	4.500%			
			10-15-26	345,000.00	4.750%			
			10-15-27	360,000.00	4.250%			
			10-15-28	375,000.00	4.250%			
			10-15-29	395,000.00	4.375%			
			10-15-30	400,000.00	4.500%	\$ 5,250,000.00	\$ 200,000.00	\$ 5,050,000.00
County-Guaranteed Pooled Loan Revenue Refunding Bonds	3-31-11	2,102,000.00	10-15-14	185,000.00	5.00%			
			10-15-15	185,000.00	5.00%			
			10-15-16	240,000.00	5.00%			
			10-15-17	240,000.00	5.00%			
			10-15-18	264,000.00	5.00%			
			10-15-19	263,000.00	5.00%			
			10-15-20	264,000.00	3.50%			
			10-15-21	271,000.00	4.00%			
						<u>2,102,000.00</u>	<u>190,000.00</u>	<u>1,912,000.00</u>
						<u>\$ 12,004,000.00</u>	<u>\$ 679,000.00</u>	<u>\$ 11,325,000.00</u>

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
 Statement of New Jersey Environmental Infrastructure Trust Loans Payable  
 For the Year Ended December 31, 2013

Purpose	Date of Issue	Original Issue	Maturities Outstanding Dec. 31, 2013			Interest Rate	Balance Dec. 31, 2012	Paid by Budget Appropriation	Deobligated	Balance Dec. 31, 2013
			Date	Trust Loan	State Loan					
Replacement of Transmission and Distribution Mains within the Township's Water Utility System	11-04-04	\$ 3,337,996.00	3-01-14		\$ 16,901.54	\$ 16,901.54				
			9-01-14	\$ 80,000.00	69,392.05	149,392.05	4.000%			
			3-01-15		15,851.72	15,851.72				
			9-01-15	85,000.00	71,622.90	156,622.90	4.000%			
			3-01-16		14,736.30	14,736.30				
			9-01-16	90,000.00	73,788.14	163,788.14	4.000%			
			3-01-17		13,555.26	13,555.26				
			9-01-17	90,000.00	72,607.10	162,607.10	5.000%			
			3-01-18		12,078.97	12,078.97				
			9-01-18	95,000.00	74,411.46	169,411.46	5.000%			
			3-01-19		10,520.66	10,520.66				
			9-01-19	100,000.00	76,133.81	176,133.81	5.000%			
			3-01-20		8,880.33	8,880.33				
			9-01-20	105,000.00	77,774.13	182,774.13	5.000%			
			3-01-21		7,157.98	7,157.98				
			9-01-21	110,000.00	79,332.45	189,332.45	5.000%			
			3-01-22		5,353.62	5,353.62				
9-01-22	115,000.00	80,808.74	195,808.74	5.000%						
3-01-23		3,467.24	3,467.24							
9-01-23	120,000.00	49,422.85	169,422.85	4.250%						
9-01-24	125,000.00		125,000.00	4.375%	\$ 2,117,715.37	\$ 168,918.12		\$ 1,948,797.25		

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
 Statement of New Jersey Environmental Infrastructure Trust Loans Payable  
 For the Year Ended December 31, 2013

Purpose	Date of Issue	Original Issue	Maturities Outstanding Dec. 31, 2013			Interest Rate	Balance Dec. 31, 2012	Paid by Budget Appropriation	Deobligated	Balance Dec. 31, 2013
			Date	Trust Loan	State Loan					
Design and Construction of a Water Treatment System	11-08-07	\$ 11,410,000.00	2-01-14		\$ 67,627.10	\$ 67,627.10				
			8-01-14	\$ 250,000.00	224,698.55	474,698.55	3.600%			
			2-01-15		64,799.82	64,799.82				
			8-01-15	260,000.00	228,154.12	488,154.12	5.000%			
			2-01-16		60,715.96	60,715.96				
			8-01-16	270,000.00	230,353.12	500,353.12	5.000%			
			2-01-17		56,475.03	56,475.03				
			8-01-17	285,000.00	235,536.47	520,536.47	5.000%			
			2-01-18		51,998.50	51,998.50				
			8-01-18	300,000.00	240,484.23	540,484.23	5.000%			
			2-01-19		47,286.35	47,286.35				
			8-01-19	315,000.00	245,196.37	560,196.37	4.000%			
			2-01-20		43,328.15	43,328.15				
			8-01-20	330,000.00	250,662.45	580,662.45	4.000%			
			2-01-21		39,181.47	39,181.47				
			8-01-21	340,000.00	252,798.63	592,798.63	5.000%			
			2-01-22		33,841.04	33,841.04				
			8-01-22	355,000.00	256,882.48	611,882.48	5.000%			
			2-01-23		28,265.00	28,265.00				
			8-01-23	375,000.00	263,872.16	638,872.16	4.250%			
			2-01-24		23,258.35	23,258.35				
			8-01-24	390,000.00	268,289.80	658,289.80	4.500%			
			2-01-25		17,745.14	17,745.14				
			8-01-25	410,000.00	275,342.30	685,342.30	4.500%			
			2-01-26		11,949.20	11,949.20				
			8-01-26	425,000.00	278,970.65	703,970.65	4.500%			
			2-01-27		5,941.22	5,941.22				
8-01-27	445,000.00	248,283.59	693,283.59	4.250%	\$ 9,333,257.64	\$ 531,320.39		\$ 8,801,937.25		

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
 Statement of New Jersey Environmental Infrastructure Trust Loans Payable  
 For the Year Ended December 31, 2013

Purpose	Date of Issue	Original Issue	Maturities Outstanding Dec. 31, 2013			Interest Rate	Balance Dec. 31, 2012	Paid by Budget Appropriation	Deobligated	Balance Dec. 31, 2013
			Date	Trust Loan	State Loan					
Replacement of Water Mains	12-02-10	\$ 919,939.00	2-01-14		\$ 4,024.89	\$ 4,024.89	5.000%			
			8-01-14	\$ 15,000.00	8,049.79	23,049.79				
			2-01-15		4,024.89	4,024.89				
			8-01-15	15,000.00	8,049.79	23,049.79				
			2-01-16		4,024.89	4,024.89				
			8-01-16	20,000.00	8,049.79	28,049.79				
			2-01-17		4,024.89	4,024.89				
			8-01-17	20,000.00	8,049.79	28,049.79				
			2-01-18		4,024.89	4,024.89				
			8-01-18	20,000.00	8,049.79	28,049.79				
			2-01-19		4,024.89	4,024.89				
			8-01-19	20,000.00	8,049.79	28,049.79				
			2-01-20		4,024.89	4,024.89				
			8-01-20	20,000.00	8,049.79	28,049.79				
			2-01-21		4,024.89	4,024.89				
			8-01-21	25,000.00	8,049.79	33,049.79				
			2-01-22		4,024.89	4,024.89				
			8-01-22	25,000.00	8,049.79	33,049.79				
			2-01-23		4,024.89	4,024.89				
			8-01-23	25,000.00	8,049.79	33,049.79				
			2-01-24		4,024.89	4,024.89				
			8-01-24	25,000.00	8,049.79	33,049.79				
			2-01-25		4,024.89	4,024.89				
			8-01-25	25,000.00	8,049.79	33,049.79				
			2-01-26		4,024.89	4,024.89				
			8-01-26	30,000.00	8,049.79	38,049.79				
			2-01-27		4,024.89	4,024.89				
			8-01-27	30,000.00	8,049.79	38,049.79				
			2-01-28		4,024.89	4,024.89				
			8-01-28	30,000.00	3,954.44	33,954.44				
8-01-29	35,000.00		35,000.00							
8-01-30	35,000.00		35,000.00							
						\$ 619,099.53	\$ 27,074.68		\$ 592,024.85	

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
 Statement of New Jersey Environmental Infrastructure Trust Loans Payable  
 For the Year Ended December 31, 2013

Purpose	Date of Issue	Original Issue	Maturities Outstanding Dec. 31, 2013			Interest Rate	Balance Dec. 31, 2012	Paid by Budget Appropriation	Deobligated	Balance Dec. 31, 2013
			Date	Trust Loan	State Loan					
Improvements to the Wastewater Treatment Plant	3-19-12	\$ 1,269,453.00	2-01-14		\$ 8,920.37	\$ 8,920.37				
			8-01-14	\$ 15,000.00	17,840.74	32,840.74	3.000%			
			2-01-15		8,920.37	8,920.37				
			8-01-15	20,000.00	17,840.74	37,840.74	4.000%			
			2-01-16		8,920.37	8,920.37				
			8-01-16	20,000.00	17,840.74	37,840.74	5.000%			
			2-01-17		8,920.37	8,920.37				
			8-01-17	20,000.00	17,840.74	37,840.74	5.000%			
			2-01-18		8,920.37	8,920.37				
			8-01-18	20,000.00	17,840.74	37,840.74	5.000%			
			2-01-19		8,920.37	8,920.37				
			8-01-19	20,000.00	17,840.74	37,840.74	5.000%			
			2-01-20		8,920.37	8,920.37				
			8-01-20	25,000.00	17,840.74	42,840.74	5.000%			
			2-01-21		8,920.37	8,920.37				
			8-01-21	25,000.00	17,840.74	42,840.74	5.000%			
			2-01-22		8,920.37	8,920.37				
			8-01-22	25,000.00	17,840.74	42,840.74	5.000%			
			2-01-23		8,920.37	8,920.37				
			8-01-23	25,000.00	17,840.74	42,840.74	5.000%			
			2-01-24		8,920.37	8,920.37				
			8-01-24	25,000.00	17,840.74	42,840.74	5.000%			
			2-01-25		8,920.37	8,920.37				
			8-01-25	30,000.00	17,840.74	47,840.74	5.000%			
			2-01-26		8,920.37	8,920.37				
			8-01-26	30,000.00	17,840.74	47,840.74	5.000%			
			2-01-27		8,920.37	8,920.37				
			8-01-27	30,000.00	17,840.74	47,840.74	3.000%			
			2-01-28		8,920.37	8,920.37				
			8-01-28	35,000.00	17,840.74	52,840.74	3.000%			
			2-01-29		8,920.37	8,920.37				
8-01-29	35,000.00	17,840.74	52,840.74	3.125%						
2-01-30		8,920.37	8,920.37							
8-01-30	35,000.00	9,435.02	44,435.02	3.200%						
8-01-31	30,000.00		30,000.00	3.250%						
						\$ 988,461.26	\$ 41,761.11	\$ 35,167.00	\$ 911,533.15	
						<u>\$ 13,058,533.80</u>	<u>\$ 769,074.30</u>	<u>\$ 35,167.00</u>	<u>\$ 12,254,292.50</u>	

**TOWNSHIP OF MAPLE SHADE**  
**WATER/SEWER UTILITY CAPITAL FUND**  
Statement of Bonds and Notes Authorized But Not Issued  
For the Year Ended December 31, 2013

<u>Improvement Description</u>	<u>Ordinance Number</u>	<u>Balance Dec. 31, 2012</u>	<u>2013 Authorizations</u>	<u>Bonds/Loans Deobligated</u>	<u>Balance Dec. 31, 2013</u>
Extension of a Sewer Main In and Along Route 38, Approximately 400 Feet In Length and Extending from the Front of Jim DiGiulio Site Toward the Intersection of Route 38 and Rudderow Avenue	93-18	\$ 122.00			\$ 122.00
Extension of a Sewer Main In and Along Route 38, Approximately 400 Feet In Length and Extending from DiGiulio's to Block 173A, Lot 2C	94-01	147,250.00			147,250.00
Design and Construction of a Water Treatment System	06-11	327,245.00			327,245.00
Replacement of ACP Water Mains	10-06	628,372.25		\$ 28,246.00	656,618.25
Various Water and Sewer Utility Improvements	11-04	743,595.00		52,751.00	796,346.00
Various Water and Sewer Utility Improvements	11-06	580,952.00			580,952.00
Various Water and Sewer Utility Improvements	12-10	2,000,000.00			2,000,000.00
Various Water and Sewer Utility Improvements	13-11		\$ 2,000,000.00		2,000,000.00
		<u>\$ 4,427,536.25</u>	<u>\$ 2,000,000.00</u>	<u>\$ 80,997.00</u>	<u>\$ 6,508,533.25</u>

**TOWNSHIP OF MAPLE SHADE**  
**PART 2**  
**SINGLE AUDIT**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

**REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133**

**INDEPENDENT AUDITOR'S REPORT**

The Honorable Mayor and  
Members of the Township Council  
Township of Maple Shade  
Maple Shade, New Jersey 08052

***Report on Compliance for Each Major Federal Program***

We have audited the Township of Maple Shade's, in the County of Burlington, State of New Jersey, compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on the Township's major federal program for the year ended December 31, 2013. The Township's major federal program is identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs.

***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

***Auditor's Responsibility***

Our responsibility is to express an opinion on compliance for the Township's major federal program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance 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; audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Township's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination of the Township's compliance.

***Opinion on Each Major Federal and State Program***

In our opinion, the Township of Maple Shade complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for year ended December 31, 2013.

***Report on Internal Control Over Compliance***

Management of Township of Maple Shade is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Township's internal control over compliance with the types of requirements that could have a direct and material effect on its major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for its major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Township of Maple Shade's internal control over compliance.

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Respectfully submitted,

*Bowman & Company LLP*

BOWMAN & COMPANY LLP  
Certified Public Accountants  
& Consultants

*Todd R. Saler*

Todd R. Saler  
Certified Public Accountant  
Registered Municipal Accountant

Voorhees, New Jersey  
June 26, 2014

**TOWNSHIP OF MAPLE SHADE**  
 Schedule of Expenditures of Federal Awards  
 For the Year Ended December 31, 2013

<u>Federal Grantor/Program Title</u>	<u>Federal CFDA Number</u>	<u>State Account Number</u>	<u>Program or Award Amount</u>	<u>Matching Contribution</u>	<u>Grant Period</u>	
					<u>From</u>	<u>To</u>
<u>U.S. Department of Transportation</u>						
Passed through New Jersey Department of Transportation:						
NJ Transportation Trust Fund Authority Act:						
Highway Planning and Construction	20.205	078-6320-480-FDT	\$ 200,000.00	N/A	1-01-10	Project End
Highway Planning and Construction	20.205	078-6320-480-XXX	200,000.00	N/A	3-26-12	Project End
Highway Planning and Construction	20.205	078-6320-480-XXX	206,000.00	N/A	5-01-13	Project End
Highway Planning and Construction	20.205	078-6320-480-GCY	719,921.00	N/A	Unavailable	Project End
Discretionary Program:						
In Pavement Warning Light System	20.205	078-6320-480-XXX	30,000.00	N/A	1-01-04	Project End
Total U.S. Department of Transportation and CFDA # 20.205						
<u>U.S. Department of Environmental Protection</u>						
Capitalization Grants for Drinking Water State Revolving Fund:						
New Jersey Environmental Infrastructure Trust/Fund Loans/Grants:						
Ordinance Nos. 11-04	66.468	042-4840-707-005	789,453.00	N/A	5-3-12	Project End
Ordinance Nos. 06-11	66.468	042-4840-707-005	5,705,000.00	N/A	11-8-07	Project End
Ordinance Nos. 10-06	66.468	042-4840-707-005	474,936.38	N/A	12-2-10	Project End
Total U.S. Department of Environmental Protection and CFDA # 66.468						
<u>U.S. Department of Law and Public Safety</u>						
Public Assistance Grants	97.036	066-1200-100-A92	41,756.20	N/A	Unavailable	
Public Assistance Grants	97.036	066-1200-100-A92	14,179.00	N/A	Unavailable	
Total U.S. Department of Law and Public Safety and CFDA # 97.036						
<u>U.S. Department of Justice</u>						
Bulletproof Vest Program	16.607	N/A	3,241.88	N/A	4-1-12	8-31-13
Bulletproof Vest Program	16.607	N/A	5,850.00	N/A	4-1-11	8-31-12
Total U.S. Department of Justice and CFDA # 16.607						
Total Federal Awards						

(A) See Note 4 to the Schedule of Expenditures of Federal Awards.

The accompanying Notes to Financial Statements and Notes to Schedule of Expenditures of Federal Awards are an integral part of this schedule.

Balance Dec. 31, 2012	Revenues Recognized	Expenditures	Adjustments (A)	Balance Dec. 31, 2013	(Memo Only)	
					Cash Received	Accumulated Expenditures
\$ 200,000.00	\$ 200,000.00	\$ 200,000.00		\$ 200,000.00	\$ 88,968.40	\$ 200,000.00
719,921.00	206,000.00	719,921.00		206,000.00	77,502.55	719,921.00
30,000.00				30,000.00		
<u>949,921.00</u>	<u>406,000.00</u>	<u>919,921.00</u>	<u>-</u>	<u>436,000.00</u>	<u>166,470.95</u>	<u>919,921.00</u>
74,403.72		\$ 21,652.78	\$ (44,245.49)	8,505.45	692,708.00	736,702.06
28,815.14				28,815.14		5,657,562.36
23.07				23.07		400,924.35
<u>103,241.93</u>	<u>-</u>	<u>21,652.78</u>	<u>(44,245.49)</u>	<u>37,343.66</u>	<u>692,708.00</u>	<u>8,464,186.77</u>
	41,756.20	41,756.20			41,756.20	41,756.20
	14,179.00	14,179.00			14,179.00	14,179.00
<u>-</u>	<u>55,935.20</u>	<u>55,935.20</u>	<u>-</u>	<u>-</u>	<u>55,935.20</u>	<u>55,935.20</u>
	3,241.88			3,241.88		
<u>2,608.13</u>	<u>3,241.88</u>	<u>2,608.13</u>	<u>-</u>	<u>3,241.88</u>	<u>-</u>	<u>5,850.00</u>
<u>2,608.13</u>	<u>3,241.88</u>	<u>2,608.13</u>	<u>-</u>	<u>3,241.88</u>	<u>-</u>	<u>5,850.00</u>
<u>\$ 1,055,771.06</u>	<u>\$ 465,177.08</u>	<u>\$ 1,000,117.11</u>	<u>\$ (44,245.49)</u>	<u>\$ 476,585.54</u>	<u>\$ 915,114.15</u>	<u>\$ 9,445,892.97</u>

**TOWNSHIP OF MAPLE SHADE**  
Notes to Schedule of Expenditures of Federal Awards  
For the Year Ended December 31, 2013

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**Note 1: GENERAL**

The accompanying schedule of expenditures of federal awards presents the activity of all federal awards of the Township of Maple Shade, County of Burlington, State of New Jersey. The Township is defined in the Notes to the Financial Statements, Note 1.

**Note 2: BASIS OF ACCOUNTING**

The accompanying schedule of expenditures of federal awards is presented using the modified accrual basis of accounting as promulgated by the State of New Jersey, Department of Community Affairs, Division of Local Government Services, which is described in the Notes to the Financial Statements, Note 1.

**Note 3: RELATIONSHIP TO FINANCIAL STATEMENTS**

Amounts reported in the accompanying schedule agree with amounts reported in the Township's financial statements. Expenditures from federal awards are reported in the Township's financial statements as follows:

<u>Fund</u>	<u>Amount</u>
Current Fund	\$ 55,935.20
Federal and State Grant Fund	722,529.13
General Capital Fund	200,000.00
Water/Sewer Utility Capital Fund	<u>21,652.78</u>
Total Awards and Financial Assistance	<u>\$1,000,117.11</u>

**Note 4: ADJUSTMENTS**

Amounts reported in the column entitled "Adjustments" represent the following:

<u>Adjustment</u>	<u>Amount</u>
Funds Deobligated	<u>\$ (44,245.49)</u>
Total Adjustments	<u>\$ (44,245.49)</u>

**Note 5: MAJOR PROGRAMS**

Major programs are identified in the Summary of Auditor's Results section of the Schedule of Findings and Questioned Costs.

**TOWNSHIP OF MAPLE SHADE**  
**PART 3**  
**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

**TOWNSHIP OF MAPLE SHADE  
Schedule of Findings and Questioned Costs  
For the Year Ended December 31, 2013**

**Section 1- Summary of Auditor's Results**

**Financial Statements**

Type of auditor's report issued Unmodified

Internal control over financial reporting:

Material weakness(es) identified?      yes   X   no

Significant deficiency(ies) identified?   X   yes      none reported

Noncompliance material to financial statements noted?   X   yes      no

**Federal Awards**

Internal control over major programs:

Material weakness(es) identified?      yes   X   no

Significant deficiency(ies) identified?      yes   X   none reported

Type of auditor's report issued on compliance for major programs Unmodified

Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of OMB Circular A-133?      yes   X   no

Identification of major programs:

<b><u>CFDA Number(s)</u></b>	<b><u>Name of Federal Program or Cluster</u></b>
20.205	Highway Planning and Construction

Dollar threshold used to determine Type A programs \$300,000

Auditee qualified as low-risk auditee?   X   yes      no

**TOWNSHIP OF MAPLE SHADE**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended December 31, 2013**

**Section 1- Summary of Auditor's Results (Cont'd)**

**State Financial Assistance**

***Not Applicable***

Internal control over major programs:

Material weakness(es) identified?

\_\_\_ yes \_\_\_ no

Significant deficiency(ies) identified?

\_\_\_ yes \_\_\_ none reported

Type of auditor's report issued on compliance for major programs

\_\_\_\_\_

Any audit findings disclosed that are required to be reported in accordance with Section 510(a) of OMB Circular A-133 or New Jersey Circular 04-04-OMB?

\_\_\_ yes \_\_\_ no

Identification of major programs:

**GMIS Number(s)**

**Name of State Program**

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\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

Dollar threshold used to determine Type A programs

\$ \_\_\_\_\_

Auditee qualified as low-risk auditee?

\_\_\_ yes \_\_\_ no

**TOWNSHIP OF MAPLE SHADE**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended December 31, 2013**

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***Section 2- Schedule of Financial Statement Findings***

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

**Finding No. 2013-1**

**Criteria or Specific Requirement**

The Financial Procedures Manual issued by the Administrative Office of the Courts requires the following:

Monthly cash reconciliations should be performed.

**Condition**

Our examination of the Municipal Court revealed that the General account cash reconciliations were not performed accurately and in a timely manner.

**Context**

The following was noted during our audit of the Municipal Court:

Most monthly cash reconciliations were not performed accurately and in a timely manner.

**Effect**

Noncompliance with required financial procedures indicates a lack of effective controls over cash, and increases the risk that an error may occur and not be detected.

**Cause**

The required financial procedures were simply not performed properly and timely.

**Recommendation**

That, for the Municipal Court, cash reconciliations be properly performed in a timely manner.

**View of Responsible Officials and Planned Corrective Action**

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

**TOWNSHIP OF MAPLE SHADE**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended December 31, 2013**

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***Section 2- Schedule of Financial Statement Findings (Cont'd)***

**Finding No. 2013-2**

**Criteria or Specific Requirement**

As described in the New Jersey Department of Community Affairs' Local Finance Notice 2007-15, Government Accounting Standards Board Statement No. 45 requires an actuarial calculation of Other Post Employment Benefits (OPEB) to be performed and disclosed in the Notes to the Financial Statements.

**Condition**

An updated calculation of the actuarially calculated Other Post Employment Benefits (OPEB) obligation for the future cost of health and medical reimbursements to be paid by the Township for retired employees was not obtained.

**Context**

Based on the number of individuals covered by the postemployment healthcare plan, the Township must obtain an actuarially calculated OPEB obligation every three years. The last calculation obtained by the Township was for fiscal year ended December 31, 2009.

**Effect**

The OPEB disclosure included in the Notes to the Financial Statements is incomplete as it does not include an updated actuarially calculation of the future cost of health and medical reimbursements for retired employees.

**Cause**

Oversight.

**Recommendation**

That the Township obtain the required update to the actuarially calculated Other Post Employment Benefits (OPEB) obligation for the future cost of health and medical reimbursements paid by the Township for retired employees.

**View of Responsible Officials and Planned Corrective Action**

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

**TOWNSHIP OF MAPLE SHADE**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended December 31, 2013**

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**Section 2- Schedule of Financial Statement Findings (Cont'd)**

**Finding No. 2013-3**

**Criteria or Specific Requirement**

Collection of Township receipts should be made in accordance with applicable Township code and/or Township ordinances.

N.J.S.A. 40A:5-15 states that all moneys, including moneys collected by taxation, received from any source by or on behalf of any local unit or any board or department thereof shall, within 48 hours after the receipt thereof, either

- a. be paid to the officer charged with the custody of the general funds of the local unit, who shall deposit all such funds within 48 hours after the receipt thereof to the credit of the local unit in its designated legal depository, or
- b. be deposited to the credit of the local unit in its designated legal depository.

N.J.S.A 40:55D-53.2(c) states that if an escrow account or deposit contains insufficient funds to enable the municipality or approving authority to perform required application reviews or improvement inspections, the chief financial officer of the municipality shall provide the applicant with a notice of the insufficient escrow or deposit balance. In order for work to continue on the development or the application, the applicant shall within a reasonable time period post a deposit to the account in an amount to be agreed upon by the municipality or approving authority and the applicant. In the interim, any required health and safety inspections shall be made and charged back against the replenishment of funds.

**Condition**

Certain Township offices did not fully comply with Township code, Township ordinances and New Jersey State Statutes regarding the collection and depositing of receipts and the escrowing of funds for professional service fees.

**Context**

The following was noted during our audit of outside offices:

In some instances, receipts for road openings, escrow deposits and uniform construction code permits were not collected in accordance with Township policies and/or ordinances.

Sufficient documentation was not on file to determine that receipts for road openings, business licenses, planning and zoning fees and escrow deposits were deposited within 48 hours of receipt.

In numerous instances, professional services are rendered, but payment is not made for significant periods of time due to a lack of available escrow funds.

**Effect**

Certain Township offices did not fully comply with Township code, Township ordinances and New Jersey State Statutes regarding the collection and depositing of receipts and the escrowing of funds for professional service fees.

**TOWNSHIP OF MAPLE SHADE**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended December 31, 2013**

---

***Section 2- Schedule of Financial Statement Findings (Cont'd)***

**Finding No. 2013-3 (Cont'd)**

**Cause**

Oversight.

**Recommendation**

That the Township code, Township ordinances and New Jersey State Statutes be adhered to in all instances regarding the collection and depositing of receipts and the escrowing of funds for professional service fees.

**View of Responsible Officials and Planned Corrective Action**

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

**TOWNSHIP OF MAPLE SHADE**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended December 31, 2013**

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***Section 2- Schedule of Financial Statement Findings (Cont'd)***

**Finding No. 2013-4**

**Criteria or Specific Requirement**

N.J.S.A. 40A:11-6.1 states that for all contracts that in the aggregate are less than the bid threshold but 15 percent or more of that amount, and for those contracts that are for subject matter enumerated in 40A:11-5, except for paragraph (a) of that subsection concerning professional services and paragraph (b) of that subsection concerning work by employees of the contracting unit, the contracting agent shall award the contract after soliciting at least two competitive quotations, if practicable.

**Condition**

Our audit of compliance with the Local Public Contracts Law revealed the following:

The Township made a few purchases in excess of the quotation threshold without evidence of solicitation of at least two competitive quotations.

**Context**

Five expenditures tested in excess of the quote threshold were made without documentation of solicitation of at least two competitive quotations.

**Effect**

The Township did not fully comply with the Local Public Contracts Law.

**Cause**

The Township's lack of compliance with the Local Public Contracts Law was due to oversight.

**Recommendation**

That, when required, the Township solicit and document at least two competitive quotations for all purchases made in excess of the quotation threshold.

**View of Responsible Officials and Planned Corrective Action**

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

**TOWNSHIP OF MAPLE SHADE**  
**Schedule of Findings and Questioned Costs**  
**For the Year Ended December 31, 2013**

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***Section 3- Schedule of Federal Award Findings and Questioned Costs***

This section identifies the significant deficiencies, material weaknesses, and instances of noncompliance, including questioned costs, related to the audit of major Federal programs, as required by OMB Circular A-133.

None.

**TOWNSHIP OF MAPLE SHADE**  
**Summary Schedule of Prior Year Audit Findings**  
**And Questioned Costs as Prepared by Management**

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This section identifies the status of prior year findings related to the financial statements and Federal Awards and State Financial Assistance that are required to be reported in accordance with Government Auditing Standards, OMB Circular A-133 and State of New Jersey Circular 04-04-OMB.

**FINANCIAL STATEMENT FINDINGS**

**Finding No. 2012-1**

**Condition**

Our examination of the Municipal Court revealed that the General account cash reconciliations were not performed accurately, the cash books were not adequately safe-guarded and separate cash boxes were not maintained for each employee that receipts money.

**Current Status**

This condition was partially resolved as reported in Finding 2013-1.

**Planned Corrective Action**

Since the condition still exists, the newly appointed Court Administrator is implementing established procedures to safe guard the cash books and is reconciling the court accounts on a timely basis. The Court Administrator is also working closely with the AOC to ensure compliance.

**Finding No. 2012-2**

**Condition**

An updated calculation of the actuarially calculated Other Post Employment Benefits (OPEB) obligation for the future cost of health and medical reimbursements to be paid by the Township for retired employees was not obtained.

**Current Status**

This condition remains unchanged as reported in Finding 2013-2.

**Planned Corrective Action**

The planned corrective active plan stated in the 2012 Audit to contact an actuarial firm to perform the calculation for the Other Post Employment Benefits (OPEB) was not implemented by the end of 2013. The required reporting will be completed in 2014.

**Finding No. 2012-3**

**Condition**

Certain Township offices did not fully comply with Township code, Township ordinances and New Jersey State Statutes regarding the collection and depositing of receipts and the escrowing of funds for professional service fees.

**Current Status**

This condition remains unresolved as reported in Finding 2013-3.

**Planned Corrective Action**

Since the condition still exists, the Township is establishing a centralized cashier to process all fee and payments within the required 48 hours and in accordance with the Township code. The Finance Department is also upgrading software to accommodate tracking of all escrow receipts consistently.

**TOWNSHIP OF MAPLE SHADE**  
 Officials in Office and Surety Bonds

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

<u>Name</u>	<u>Title</u>	<u>Amount of Surety Bond</u>	
Rob T. Wells	Mayor		
Anthony Saporito	Deputy Mayor		
Nelson Wiest	Councilman		
Louis Manchello	Councilman		
Claire B. Volpe	Councilwoman		
Andrea T. DeGolia	Township Clerk, Officer for Municipal Improvement Searches and Registrar of Vital Statistics	\$ 1,000,000.00	(A)
Gary LaVenia	Township Manager	1,000,000.00	(A)
Denise Lawler	Tax Collector, Tax Search Clerk to April 30, 2013 Water/Sewer Utility Collector to April 30, 2013	1,000,000.00	(C)
Michele Adams	Tax Collector, Tax Search Clerk from August 8, 2013 Water/Sewer Utility Collector from August 8, 2013	1,000,000.00	(C)
Adriane McKendry	Chief Financial Officer/Treasurer	1,000,000.00	(C)
Doris Brode	Deputy Treasurer	1,000,000.00	(A)
Patricia Cresong	Water/Sewer Clerk, Cashier Tax Office	1,000,000.00	(A)
Karen Matthews	Water/Sewer Clerk, Cashier Tax Office	1,000,000.00	(A)
Darlene Dipatri	Deputy Tax Collector Acting Tax Collector May 9, 2013 to August 7, 2013	1,000,000.00	(A)
Rosemary Flaherty	Community Development Director	1,000,000.00	(A)
Roger Fort	Construction Code Official to May 7, 2013	1,000,000.00	(A)
Doug Robinson	Provisional Construction Code Official from June 27, 2013		
Corey Ahart	Judge of the Municipal Court	1,000,000.00	(B)
Eileen M. Wrigley	Court Administrator	1,000,000.00	(B)
Lisa Gonteski	Deputy Court Administrator and Violations Clerk	1,000,000.00	(A)
Marion Severns	Data Entry Court Clerk	1,000,000.00	(A)
Gary Gubbei	Chief of Police	1,000,000.00	(A)
Karen McMahon	Tax Assessor	1,000,000.00	(A)
Eileen K. Fahey, Esq.	Solicitor		

(A) Covered by the Public Employee Dishonesty Coverage in the amount of \$50,000 written by the Burlington County Municipal Joint Insurance Fund and the Excess Public Employee Dishonesty Coverage in the amount of \$950,000 written by the Municipal Excess Liability Joint Insurance Fund.

(B) Covered by the Excess Public Officials Bond Coverage in the amount of \$1,000,000 written by the Municipal Excess Liability Joint Insurance Fund.

(C) Covered by the Primary Statutory Positions Bond Coverage in the amount of \$1,000,000 written by the Municipal Excess Liability Joint Insurance Fund.

All of the Bonds were examined and properly executed.

13200

**APPRECIATION**

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



Todd R. Saler  
Certified Public Accountant  
Registered Municipal Accountant

