

**TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER
STATE OF NEW JERSEY**

**FINANCIAL STATEMENTS
AND
SUPPLEMENTAL DATA**

December 31, 2013

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

TABLE OF CONTENTS

<u>EXHIBIT</u>	<u>TITLE</u>	<u>PAGE</u>
	Independent Auditors' Reports	
	Independent Auditors' Report	1
	Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	4
	Basic Financial Statements	
	Combined Statement of Assets, Liabilities, Reserves and Fund Balance Regulatory Basis– All Fund Types and Account Group	6
	Statement of Revenues, Expenditures and Changes in Fund Balance Regulatory Basis - Current Fund	8
	Notes to Financial Statements	9
	Supplemental Schedules	
	<u>Current Fund – Statutory Basis</u>	
A	Comparative Statement of Assets, Liabilities, Reserves and Fund Balance	24
A-1	Comparative Statement of Revenues, Expenditures and Changes in Fund Balance	25
A-2	Statement of Revenues	26
A-2A	Statement of Revenues	27
A-3	Statement of Expenditures and Other Charges to Income	28
A-3A	Statement of Expenditures and Other Charges to Income	35
A-4	Schedule of Cash – Chief Financial Officer	36
A-5	Schedule of Current Cash - Collector	37
A-6	Schedule of Taxes Receivable and Analysis of Property Tax Levy	38
A-7	Schedule of Tax Title Liens	39
A-8	Schedule of Revenue Accounts Receivable	40
A-9	Schedule of 2012 Appropriation Reserves	41
A-10	Schedule of Local District School Taxes	42
A-11	Schedule of Regional High School District Tax	43
A-12	Schedule of State and Federal Grants Receivable	44
A-13	Schedule of Reserve for State Grants - Unappropriated	45
A-14	Schedule of Reserve for State Grants - Appropriated	46

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

TABLE OF CONTENTS

<u>EXHIBIT</u>	<u>TITLE</u>	<u>PAGE</u>
	<u>Trust Fund – Statutory Basis</u>	
B	Comparative Statement of Assets, Liabilities, Reserves and Fund Balance.....	47
B-1	Schedule of Cash – Chief Financial Officer.....	48
B-2	Schedule of Cash - Collector	49
B-3	Schedule of Reserve for Dog Fund Expenditures	50
B-4	Schedule of Deposits for Redemption of Tax Title Liens.....	51
B-5	Schedule of Premium Received at Tax Sale.....	52
B-6	Schedule of Reserve for Municipal Open Space.....	53
	<u>General Capital Fund – Statutory Basis</u>	
C	Comparative Statement of Assets, Liabilities, Reserves and Fund Balance.....	54
C-1	Statement of Fund Balance	55
C-2	Schedule of Cash – Chief Financial Officer.....	56
C-3	Analysis of Cash.....	57
C-4	Schedule of Deferred Charges to Future Taxation – Unfunded	58
C-5	Schedule of Capital Improvement Fund.....	59
C-6	Schedule of Improvement Authorizations	60
C-7	Schedule of Bond Anticipation Notes.....	61
C-8	Statement of General Serial Bonds Payable.....	62
C-9	Schedule of Green Acres Trust Loans	63
C-10	Schedule of Obligations Under Capital Lease.....	65
	<u>General Fixed Assets</u>	
D	General Fixed Assets	66
 Supplementary Information		
	General Comments.....	67
	Schedule of Findings and Recommendations	68
	Schedule of Prior Year Findings and Recommendations	69
	<u>Schedules</u>	
	Officials in Office and Surety Bonds	70
	Schedule of Tax Rate, Tax Levy and Tax Collections	71

INDEPENDENT AUDITORS' REPORTS

INDEPENDENT AUDITORS' REPORT

To the Committee Members of
The Township of Woolwich

Report on the Financial Statements

We have audited the accompanying financial statements – regulatory basis of the Township of Woolwich, County of Gloucester, State of New Jersey (the "Township"), which comprise the combined statement of assets, liabilities, reserves and fund balance of all fund types and account group and statement of revenues, expenditures and changes in fund balance of current fund as of and for the year ended December 31, 2013, and the related notes to 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 financial reporting provisions as described in Note A. 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.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. 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 entity'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.

- AN INDEPENDENTLY OWNED MEMBER,
MCGGLADREY ALLIANCE
- AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS
- NEW JERSEY SOCIETY OF
CERTIFIED PUBLIC ACCOUNTANTS
- NEW YORK SOCIETY OF
CERTIFIED PUBLIC ACCOUNTANTS
- PENNSYLVANIA INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS
- AICPA'S PRIVATE COMPANIES PRACTICE
SECTION
- AICPA'S CENTER FOR AUDIT QUALITY
- REGISTERED WITH THE PCAOB

INDEPENDENT AUDITORS' REPORT (CONTINUED)

Auditors' Responsibility (Continued)

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 A to the financial statements, the financial statements are prepared by the Township on a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statements of the variances between the basis of accounting described in Note A 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 of the various funds 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 as of December 31, 2013, or the results of its operation of such funds for the year then ended.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements referred to above present fairly, in all material respects, the combined statement of assets, liabilities, reserves and fund balance of all fund types and account group of the Township as of December 31, 2013, and the statement of revenues, expenditures and changes in fund balance for the year then ended in accordance with the financial reporting provisions described in Note A.

Report on Summarized Comparative Information

We have previously audited the Township's 2012 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated June 26, 2013, in accordance with the financial reporting provisions described in Note A. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2012, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Report on Supplementary and Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole that collectively comprise the Township's financial statements. The supplemental schedules as listed in the table of contents for the year ended December 31, 2013, are presented as additional analytical data for purpose of complying with the requirements set forth by the Division of Local Government Services and are not a required part of the basic financial statements.

INDEPENDENT AUDITORS' REPORT (CONTINUED)


Report on Supplementary and Other Information (Continued)

Such information is the responsibility of management and was derived from and relates directly to, the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the basic financial statements as a whole, on the basis of accounting described in Note A.

The supplementary information as listed in the table of contents has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 18, 2014 on our consideration of the Township's 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's internal control over financial reporting and compliance.



Warren A. Broudy, CPA, CGFM, PSA
Registered Municipal Accountant
License No. 554

MERCADIEN, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

June 18, 2014

**INDEPENDENT AUDITORS' 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**

To the Committee Members of
the Township of Woolwich

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Township of Woolwich (the "Township") 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 18, 2014, in which we expressed an adverse opinion on the conformity of the financial statements with accounting principles generally accepted in the United States of America due to differences between those principles and accounting practices 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'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 opinion 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 the Township'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 Township'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.

- AN INDEPENDENTLY OWNED MEMBER,
McGLADREY ALLIANCE
- AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS
- NEW JERSEY SOCIETY OF
CERTIFIED PUBLIC ACCOUNTANTS
- NEW YORK SOCIETY OF
CERTIFIED PUBLIC ACCOUNTANTS
- PENNSYLVANIA INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS
- AICPA'S PRIVATE COMPANIES PRACTICE
SECTION
- AICPA'S CENTER FOR AUDIT QUALITY
- REGISTERED WITH THE PCAOB

**INDEPENDENT AUDITORS' 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* (CONTINUED)**

Internal Control Over Financial Reporting (Continued)

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. We did identify a deficiency in internal control, described in the accompanying schedule of findings and recommendations as finding 2013-01, that we consider to be a material weakness.

Compliance and Other Matters

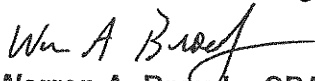
As part of obtaining reasonable assurance about whether the Township's financial statements are free from material misstatements, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material 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 an instance of noncompliance or other matter that is required to be reported under *Government Auditing Standards* and which is described in the accompanying schedule of findings and recommendations as finding 2013-01.

Township's Response to Finding

The Township's response to the finding identified in our audit is described in the accompanying schedule of findings and recommendations. 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* in considering the Township's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



**Warren A. Broudy, CPA, CGFM, PSA
Registered Municipal Accountant, License No. 554**

**MERCADIEN, P.C.
CERTIFIED PUBLIC ACCOUNTANTS**

June 18, 2014

BASIC FINANCIAL STATEMENTS

TOWNSHIP OF WOOLWICH

COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

COMBINED STATEMENT OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE – REGULATORY BASIS – ALL FUND TYPES AND ACCOUNT GROUP

December 31, 2013

(With Comparative Totals for 2012)

	Current & Grant Funds	General Capital Fund	Trust Funds	Fixed Asset Account Group	2013	2012
ASSETS						
Cash and Cash Equivalents	\$ 4,971,781.00	\$ 265,398.15	\$ 2,721,747.38	\$ -	\$ 7,958,926.53	\$ 11,020,243.61
Investments - CRIM	1,000,000.00	300,000.00	1,500,000.00		2,800,000.00	
Due from State of New Jersey	11.07	336,774.25			336,785.32	458,313.07
Federal and State Grants Receivable	67,540.26				67,540.26	68,727.69
Receivables and Other Assets						
Due from Gloucester County Improvement Authority		601,577.68			601,577.68	601,577.68
Delinquent Property Taxes	463,082.59				463,082.59	370,208.84
Interfunds Receivable	248,937.00	236,730.35	399,932.58		885,599.93	1,312,271.11
Revenue Accounts Receivable	75,533.35				75,533.35	75,533.35
Tax Title Liens Receivable	29,815.14				29,815.14	104,845.57
Receivables and other assets		9,770,000.00	186,548.91		9,956,548.91	10,594,449.27
Deferred Charges	47,550.00	8,334,525.98			8,382,075.98	8,577,693.41
Fixed Assets				15,272,918.00	15,272,918.00	14,533,940.00
	\$ 6,904,250.41	\$ 19,845,006.41	\$ 4,808,228.87	\$ 15,272,918.00	\$ 46,830,403.69	\$ 47,717,803.60

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

COMBINED STATEMENT OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE – REGULATORY BASIS – ALL FUND TYPES AND
ACCOUNT GROUP (CONTINUED)
December 31, 2013
(With Comparative Totals for 2012)

	Current & Grant Funds	General Capital Fund	Trust Funds	Fixed Asset Account Group	Totals
					2013
					2012
LIABILITIES, RESERVES AND FUND BALANCE					
Tax/Sewer Fee Overpayments	\$ 53,816.97	\$ -	-	\$ -	\$ 53,816.97
Appropriation Reserves	380,544.10				380,544.10
Prepaid Taxes	231,799.92				231,799.92
Federal and State Grants Appropriated Reserves	167,769.07				167,769.07
Unappropriated Reserves	44,803.94				44,803.94
Other Liabilities and Reserves			4,764.00		4,764.00
Due to State of New Jersey	56,396.06				56,396.06
Due to County for Added Taxes		63,371.35			63,371.35
Capital Improvement Fund	66,418.82	173,465.05	3,917,915.24		4,157,799.11
Other Reserves		922,221.58			922,221.58
Improvement Authorizations					798,235.68
Open Space Taxes Payable	109,071.78		544,915.03		322,904.11
Reserve for Encumbrances	150,363.33		340,634.60		180,523.11
Interfunds Payable		394,602.00			1,312,271.11
Bond Anticipation Notes Payable		2,303,452.00			885,599.93
Serial Bonds Payable		5,675,000.00			2,303,452.00
Capital Lease Payable		9,770,000.00			1,969,651.00
Green Trust Loan Payable		356,073.98			6,050,000.00
Reserve for Receivables	672,335.33				9,770,000.00
Accounts & Contracts Payable		12,896.02			356,073.98
Local School District Tax Payable	2,217,587.97				672,335.33
Investment in Fixed Assets				15,272,918.00	12,896.02
Fund Balance	2,753,343.12	173,924.43			2,217,587.97
	\$ 6,904,250.41	\$ 19,845,006.41	\$ 4,808,228.87	\$ 15,272,918.00	15,272,918.00
				\$ 46,830,403.69	2,927,267.55
				\$	\$ 47,717,803.60

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE –
REGULATORY BASIS – CURRENT FUND
December 31, 2013

	Budget	Actual	Variance
Revenues			
Fund Balance Anticipated	\$ 1,450,000.00	\$ 1,450,000.00	\$ -
Miscellaneous Revenues	1,821,000.00	1,863,837.83	42,837.83
Delinquent Taxes	350,000.00	608,860.98	258,860.98
Amount to be Raised by Taxes for Support of Municipal Budget	4,911,000.00	5,332,069.89	421,069.89
Other Credits to Income		30,037,946.56	30,037,946.56
Total Revenues	<u>8,532,000.00</u>	<u>39,292,715.26</u>	<u>30,760,715.26</u>
Expenditures			
Budget			
Appropriations within "CAP" Operations			
Salaries and Wages	1,853,645.63	1,853,645.63	
Other Expenses	2,935,381.13	2,935,381.13	
Deferred Charges and Statutory Expenditures - Municipal	644,369.00	644,369.00	
Appropriations Excluded From "CAP" Operations			
Salaries and Wages	668,114.63	668,114.63	
Other Expenses	28,111.25	28,111.25	
Municipal Debt Service	1,451,984.76	1,451,984.51	(0.25)
Deferred Charges	127,745.00	127,745.00	
Capital Improvements	60,000.00	60,000.00	
Reserve for Uncollected Taxes	762,648.60	762,648.60	
Total Budget Expenditures	<u>8,532,000.00</u>	<u>8,531,999.75</u>	<u>(0.25)</u>
Other Expenses and Charges to Income		29,343,832.54	29,343,832.54
Total Expenditures	<u>8,532,000.00</u>	<u>37,875,832.29</u>	<u>29,343,832.29</u>
Statutory Excess to Fund Balance	\$ -	1,416,882.97	\$ 1,416,882.97
Fund Balance, January 1, 2013		<u>2,786,460.15</u>	
		4,203,343.12	
Decreased by Utilization in Budget		<u>1,450,000.00</u>	
Fund Balance, December 31, 2013		<u>\$ 2,753,343.12</u>	

NOTES TO FINANCIAL STATEMENTS

NOTES TO FINANCIAL STATEMENTS

A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The Township of Woolwich (the "Township") was incorporated in 1798 and is located in the County of Gloucester (the "County") in the State of New Jersey. The Township covers approximately 21.2 square miles with a population, according to the 2010 census, of 10,200. The governing body, the Township Committee, is comprised of five elected members who serve three-year terms. The Mayor and Deputy Mayor are elected by the members of the Committee and serve for a one-year term in these positions.

The Governmental Accounting Standards Board ("GASB") Statement No. 14 established criteria to be used to determine which component units should be included in the financial statements of an oversight entity. The primary criterion for including activities within the reporting entity, as set forth in the GASB Statement No. 14, is the degree of oversight responsibility maintained by the reporting entity. However, the State of New Jersey, Division of Local Government Services requires the financial statements of the Township to be presented separately. As such, the financial statements of the Township include each board, body, officer, or commission supported and maintained wholly or in part by funds appropriated by the Township, as required by N.J.S. 40A:5-5.

Except as noted below, the financial statements of the Township include every board, body, officer, or commission supported and maintained wholly or in part by funds appropriated by the Township of Woolwich, as required by N.J.S. 40A:5-5.

Description of Funds

The accounting policies of the Township conform to the accounting principles applicable to municipalities which have been prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such principles and practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Under this method of accounting, the Township accounts for its financial transactions through the following separate funds and accounts as presented below. This presentation differs from the three fund, two account group presentation as required by Accounting Principles Generally Accepted in the United States of America ("GAAP") for government wide financial statements.

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

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

General Capital Fund - receipt and disbursement of funds for the acquisition of general capital facilities, other than those acquired in the Current Fund. In addition, the fund is used to track the status of debt authorized for capital projects.

Public Assistance Trust Fund - receipt and disbursement of funds that provides assistance to certain residents of the Township pursuant to Title 44 of New Jersey statutes.

Payroll Account - receipt and disbursement of funds to meet obligations to employees and payroll tax liabilities.

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

NOTES TO FINANCIAL STATEMENTS

A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

General Fixed Assets Account Group - to account for fixed assets used in governmental operations.

Basis of Accounting

The accounting principles and practices prescribed for municipalities by the State of New Jersey differ in certain respects from GAAP applicable to local governmental units. A modified accrual basis of accounting is followed with minor exceptions. The more significant policies followed by New Jersey municipalities are as follows:

Revenues - are recorded when received in cash except for certain amounts which are due from other governmental units. Receipts from Federal and State grants are realized as revenue when anticipated in the Township budget. Receivables for property taxes are recorded with offsetting reserves on the balance sheet 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. Fund balance utilized to balance the current fund budget is recorded as revenue and budgeted transfers from other funds are also recorded as revenue when anticipated in the budget.

Expenditures - are recorded on the "budgetary" basis of accounting. Generally, expenditures are recorded when an amount is encumbered for goods or services through the issuance of a purchase order in accordance with the Encumbrance Accounting System. Outstanding encumbrances at December 31 are reported as a cash liability in the financial statements. Appropriation reserves covering unexpended appropriation balances are automatically created at December 31 of each year 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. Grant appropriations are charged upon budget adoption to create separate spending reserves. Budgeted transfers to other funds are recorded as expenditures when the budget is adopted to the extent permitted or required by law. Appropriations for principal payments on outstanding general capital bonds and notes are provided on the cash basis; interest on general capital indebtedness is on the cash basis.

Property Taxes - Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied annually and are payable in quarterly installments on February 1, May 1, August 1 and November 1 of each year. All unpaid taxes levied become delinquent January 1 of the following year. Delinquent taxes are considered fully reserved.

Foreclosed Property - Foreclosed property is recorded in the Current Fund at the assessed valuation when such property was acquired and is fully reserved.

Interfunds - 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.

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

NOTES TO FINANCIAL STATEMENTS

A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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.

Insurance - Cost of insurance for all funds are recorded as expenditures at the time of payment. Insurance costs chargeable to future periods are not carried as prepayments.

Compensated Absences - Compensated absences are those absences for which employees will be paid, such as vacation, sick leave and sabbatical leave. New Jersey municipalities are not required to accrue a compensated absences liability. See Note M for additional information on the Township's compensated absences policy.

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 balance sheets.

General Fixed Assets - The Township has developed a fixed asset accounting and reporting system as promulgated by the Division of Local Government Services, which differs in certain respects from generally accepted accounting principles.

Fixed assets used in governmental operations (general fixed assets) are to be accounted for in the General Fixed Assets Account Group. Public domain ("infrastructure") general fixed assets consisting of certain improvements other than buildings, such as roads, bridges, curbs and gutters, streets and sidewalks, and drainage systems are not capitalized.

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available, except for land which is valued at assessed value at the time the land is foreclosed or donated. Land purchased by the Township is valued at cost.

No depreciation has been provided for in the financial statements.

Expenditures for construction in progress are recorded in the Capital Funds until such time as the construction is completed and put into operation.

Fixed Assets acquired through grants in aid or contributed capital have not been accounted for separately.

Tax Appeals and Other Contingent Losses - Losses which arise from tax appeals and other contingent losses are recognized at the time an unfavorable decision is rendered by an administrative or judicial body.

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

NOTES TO FINANCIAL STATEMENTS

A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Budgets - The governing body prepares and approves by resolution an operating and capital budget for the Current Fund which is then submitted for certification to the State of New Jersey, Department of Community Affairs, Director of Local Government Services. Upon the receipt of such certification and after a public hearing, the budget is then adopted by resolution. Transfers of budgeted amounts may be made by resolution of the Township Committee subsequent to October 31 in the current budget year and up to March 31 of the following year.

Once adopted, the Township may make emergency appropriations for purposes which are not known at the time the budget was adopted per N.J.S.A. 40A:4-46. Also, the Township may make amendments to the budget for any special item of revenue made available by any public or private funding source per N.J.S.A. 40A:4-87.

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.

School Taxes - The municipality is responsible for levying, collecting and remitting school taxes for the Swedesboro-Woolwich Consolidated School District and the Township's share of the Kingsway Regional High School District. Operations are charged for the full amount required to be raised from taxation to operate the regional high school district for the period from January 1 to December 31 and for the consolidated school district 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 the Township's share of county taxes for the County. 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.

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

Capitalization of Interest - It is the policy of the Township to treat interest on projects as a current expense and the interest is included in the current operating budget.

Comparative Data - Comparative total data for the prior year has been presented in the accompanying financial statements in order to provide an understanding of changes in the Township's financial position and operations. However, comparative data has not been presented in each of the statements because its inclusion would make the statements unduly complex and difficult to read.

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

NOTES TO FINANCIAL STATEMENTS

A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Use of Estimates - The preparation of financial statements in accordance with accounting principles applicable to municipalities which have been prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Departures from Generally Accepted Accounting Principles - The accounting principles and practices followed by the Township differ in some respects, which in some instances may be material, from generally accepted accounting principles applicable to local government units. The more significant differences are as follows:

Taxes and other receivables are fully reserved.

Interfund receivables in the Current Fund are fully reserved and recognized as a revenue in the year of liquidation.

Unexpended and uncommitted appropriations are reflected as expenditures.

Overexpended appropriations and emergency appropriations are deferred to the succeeding years' operations.

No provision is made for accumulated vested vacation and sick leave.

Undetermined contributions to state-administered pension plans applicable to the year ended December 31 are not accrued.

Estimated losses arising from tax appeals and other contingencies are not recorded when it is probable that a loss has been incurred and the amount of such loss can be reasonably estimated.

Depreciation expense is not calculated on fixed assets.

It was not practicable to determine the effect of such differences.

B. CASH, CASH EQUIVALENTS AND INVESTMENTS

Cash includes amounts on deposit, petty cash and change funds with original maturities of three months or less.

Deposits were with contracted depository banks in interest-bearing accounts that were insured under the Government Unit Deposit Protection Act of the State of New Jersey ("NJGUDPA"). All such deposits are held in the Township's name.

NJGUDPA permits the deposit of public funds in the State of New Jersey Cash Management Fund or in institutions located in New Jersey that are insured by the Federal Deposit Insurance Corporation ("FDIC") or by any other agencies of the United States that insure deposits. NJGUDPA requires public depositories to maintain collateral for deposit of public funds that exceed insurance limits as follows:

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

NOTES TO FINANCIAL STATEMENTS

B. CASH, CASH EQUIVALENTS AND INVESTMENTS (CONTINUED)

Each depository participating in the GUDPA system must pledge collateral equal to at least 5% of the average amount of its public deposits and 100% of the average amount of its public funds in excess of the lesser of 75% of its capital funds or \$200 million. The minimum 5% pledge applies to institutions that are categorized as "well capitalized" by Federal banking standards. The percentage of the required pledge will increase for institutions that are less than "well capitalized."

No collateral is required for amounts covered by FDIC or National Credit Union Share Insurance Fund ("NCUSIF") insurance. The collateral which may be pledged to support these deposits includes obligations of the State and federal governments, insured securities and other collateral approved by the Department of Banking and Insurance. When the capital position of the depository deteriorates or the depository takes an unusually large amount of public deposits, the Department of Banking and Insurance requires additional collateral to be pledged.

If a governmental depository fails and the FDIC or NCUSIF insurance does not insure or pay out the full amount of public deposits, the collateral pledged to protect these funds would first be liquidated and paid out. If this amount is insufficient, other institutions holding public funds would be assessed pro rata up to 4% of their uninsured public funds. Although these protections do not constitute a 100% guarantee of the safety of all funds, no governmental unit under GUDPA has ever lost protected deposits.

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

Insured and Collateralized	\$ 500,000.00
Uninsured and Collateralized	7,976,132.38
Uninsured and Uncollateralized	381,525.50
Total	<u>\$ 8,857,657.88</u>

Deposits

Custodial credit risk for deposits is the risk that in the event of a bank failure, the Township's deposits may not be returned or the Township will not be able to recover collateral securities in the possession of an outside party. The Township's policy requires deposits to be secured by collateral valued at market or par, whichever is lower, less the amount covered by the FDIC or NCUSIF. The Township Council approves and designates the authorized depository institution based on evaluation of solicited responses and certifications provided by financial institutions.

Concentration of Credit Risk – This is the risk associated with the amount of investments the township has with any one issuer that exceeds five percent or more of its total investments. Investments issued or explicitly guaranteed by the U.S. government and the New Jersey Cash Management Fund are excluded from this requirement. None of the investments held by the Township are exposed to concentration of credit risk.

**TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

B. CASH, CASH EQUIVALENTS AND INVESTMENTS (CONTINUED)

Deposits (Continued)

Credit Risk – This is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. In general, the Township does not have an investment policy regarding Credit Risk, however, the Township had no investments that were subject to credit risks as of December 31, 2013. The New Jersey Cash Management Fund is not rated.

Interest Rate Risk – This is the risk that changes in interest rates will adversely affect the fair value of an investment. The Township does not have a formal policy that limits investment maturities as a means of managing its exposure to fair value losses arising from interest rate fluctuations. However, its practice is to hold investments to maturity.

C. PROPERTY TAXES

Assessment of Tax

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

Collection of Tax

Pursuant to statute, taxes for municipalities operating under the calendar fiscal year shall be payable as follows: the first installment on February 1, the second installment on May 1, the third installment on August 1, and the fourth installment on November 1, after which dates, if unpaid, a ten-day grace period is given, after which taxes shall become delinquent and remain delinquent until such time as all unpaid taxes, including taxes and other liens subsequently due and unpaid together with interest thereon, have been fully paid and satisfied. The tax bills are prepared and mailed by the Collector of Taxes of the Township annually in July.

The tax bills for each of the first two installments are based upon one-quarter of the total tax levied against the respective properties for the preceding year. The amount of the tax bill for third and fourth installments is the full tax as levied for the current year, less the amount charged as the first and second installments with the amount divided equally between the last two installments.

Taxes become delinquent if not paid on the installment dates or within the ten-day grace period and become subject to interest penalties of 8% to 18% of the amount delinquent. If taxes are delinquent 60 days before the date of the tax sale of the succeeding year, the delinquent amount is subject to "Tax Sale," which places a tax lien on the property allowing the holder to enforce the tax lien by collection or foreclosure. New Jersey property tax laws establish a tax lien on real estate as of January 1 of the current tax year even though the amount due is not known.

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

NOTES TO FINANCIAL STATEMENTS

D. FUND BALANCE APPROPRIATED

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

Year	Balance	Utilized in Budget of Succeeding Year
2013	\$ 2,753,343.12	\$ 1,670,000.00
2012	2,786,460.15	1,450,000.00
2011	3,246,594.58	1,800,000.00
2010	2,887,557.72	1,701,282.00
2009	4,620,545.68	2,393,000.00

E. TAXES COLLECTED IN ADVANCE

Taxes collected in advance, set forth as cash liabilities in the financial statements as follows:

	December 31,	
	2013	2012
Prepaid taxes	\$ 231,799.92	\$ 163,372.74

F. LONG-TERM DEBT

Summary of Municipal Debt

	December 31,		
	2013	2012	2011
Summary of Municipal Debt Issued			
General obligation bonds	\$ 5,675,000.00	\$ 6,050,000.00	\$ 6,410,000.00
Bond anticipation notes	2,303,452.00	1,969,651.00	833,076.00
Green acres loans	356,073.98	382,752.41	408,905.18
Other	9,770,000.00	10,196,890.00	10,608,445.00
Total Issued	18,104,525.98	18,599,293.41	18,260,426.18
Deductions:			
Bonds Authorized but Not Issued	-	111,890.00	223,445.00
Capital leases	9,770,000.00	10,085,000.00	10,385,000.00
Total deductions	9,770,000.00	10,196,890.00	10,608,445.00
Net debt	\$ 8,334,525.98	\$ 8,402,403.41	\$ 7,651,981.18

	Balance December 31, 2012	Increases	Decreases	Balance December 31, 2013
Bonds Payable	\$ 6,050,000.00	\$ -	\$ 375,000.00	\$ 5,675,000.00

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

NOTES TO FINANCIAL STATEMENTS

F. LONG-TERM DEBT (CONTINUED)

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 indicates a statutory net debt of \$16,996,263.70.

	Gross Debt	Deductions	Net Debt
Local School District Debt	\$ 36,286,580.20	\$ 27,624,842.48	\$ 8,661,737.72
Regional High School District Debt	55,945,238.73	55,945,238.73	
Other Bonds and Notes	18,104,525.98	9,770,000.00	8,334,525.98
	<u>\$ 110,336,344.91</u>	<u>\$ 93,340,081.21</u>	<u>\$ 16,996,263.70</u>

Net debt \$16,996,263.70 divided by average equalized valuation basis per N.J.S. 40A:2-2, \$1,104,993,699.00 = 1.538%.

Equalized Valuation Basis

2011	\$ 1,137,808,997.00
2012	1,079,471,753.00
2013	1,097,700,348.00
Average	<u>\$ 1,104,993,699.33</u>

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

3 1/2% of equalized valuation basis (municipal)	\$ 38,674,779.48
Net debt	16,996,263.70
Remaining borrowing power	<u>\$ 21,678,515.78</u>

The Swedesboro-Woolwich Consolidated School District, as a K-6 school district, has been permitted to borrow up to 2.5% of the average equalized valuation for the past three years. State statutes allow a school district to exceed the district's limitations with voter approval. Any amounts in excess of the limit is treated as an impairment of the municipal limit.

The Kingsway Regional High School District is a 7-12 regional school district and as a result the amount of debt issued is not subject to any statutory limitation based on average equalized valuations. Debt is allocated based on the municipality's equalized valuation as a percentage of the total regional school district's assessed valuation. Since all debt authorized by the regional school district is deductible, it does not affect the debt of the municipality.

The following is a schedule of annual debt service for principal and interest on general bonded debt (excluding bond anticipation notes), and green trust loans issued and outstanding to maturity:

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

NOTES TO FINANCIAL STATEMENTS

F. LONG-TERM DEBT (CONTINUED)

Year	Principal	Interest	Total
2014	\$ 417,214.68	\$ 233,299.68	\$ 650,514.36
2015	427,761.68	217,232.61	644,994.29
2016	443,319.69	200,756.15	644,075.84
2017	453,888.92	183,670.12	637,559.04
2018	474,469.58	175,925.21	650,394.79
2019-2023	2,612,343.18	544,525.21	3,156,868.39
2024-2025	1,202,076.25	70,943.58	1,273,019.83
	<u>\$ 6,031,073.98</u>	<u>\$ 1,626,352.56</u>	<u>\$ 7,657,426.54</u>

Green Trust Program Loans

The Township has contracted with the State of New Jersey, Department of Environmental Protection for Green Trust Program Loans to fund a portion of the costs incurred in the improvements to Locke Avenue Park and Park Expansion.

G. BOND ANTICIPATION NOTES AND SPECIAL EMERGENCY NOTES

The Township has outstanding at December 31, 2013 and 2012, bond anticipation notes in the general capital fund in the amount of \$2,303,452.00 and \$1,969,651.00, respectively. These funds were used for the acquisition of land- Nike base and various improvements.

H. PENSION FUNDS

Description of Plans

Substantially all of the Township's employees are covered by the Public Employees' Retirement System ("PERS") and the Police and Fireman's Retirement System ("PFRS") cost-sharing multiple-employer defined benefit pension plans which have been established by State Statute and are administered by the New Jersey Division of Pensions and Benefits ("Division").

According to the State of New Jersey Administrative Code, all obligations of the systems will be assumed by the State of New Jersey should the systems terminate. The Division issues publicly available financial reports that include the financial statements and required supplementary information for the PERS and PFRS. These reports may be obtained by writing to the Division of Pensions and Benefits, Post Office Box 295, Trenton, New Jersey 08625 or the reports can be accessed on the internet at:

http://www.state.nj.us/treasury/pensions/annrpts_archive.htm.

Public Employees' Retirement System

The PERS was established in January 1955 under the provisions of N.J.S.A. 43:15A to provide retirement, death, disability and medical benefits to certain qualified members. The PERS is a cost-sharing multiple-employer plan. Membership is mandatory for substantially all full-time employees of the State or any county, municipality, school district, or public agency provided the employee is not required to be a member of another State-administered retirement system or other state or local jurisdiction.

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

NOTES TO FINANCIAL STATEMENTS

H. PENSION FUNDS (CONTINUED)

Description of Plans (Continued)

Police and Fireman's Retirement System

The PFRS was established in July 1944 under the provisions of N.J.S.A. 43:16A to provide coverage to substantially all full-time county or municipal police and fire-fighters and State fire-fighters appointed after June 30, 1944. Enrollment is required for permanent, full-time employees appointed to positions in law enforcement or firefighting in the State of New Jersey. Members are eligible for retirement at age fifty-five with a benefit equal to two percent of final compensation for each year of creditable service up to twenty years. Members with at least twenty years but less than twenty-five years of service credit will receive fifty percent of final compensation. Special retirement is available at any age to those with twenty-five years of service credit. The annual benefit calculation is equal to sixty-five percent of final compensation plus one percent for each year of creditable service over twenty-five years but not to exceed thirty years.

Funding Policy

The contribution policy is set by N.J.S.A. 43:15A, Chapter 62, P.L. 1994, Chapter 115, P.L. 1997, and N.J.S.A. 18:66, and requires contributions by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. The PERS and the PFRS provide for employee contributions of 5.5% and 6.5% as of October 1, 2011, and 8.5% and 10% as of October 1, 2011, of employees' annual compensation respectively, as defined. Employers are required to contribute at an actuarially determined rate in the PERS and PFRS. The PERS and PFRS employer rates in effect for 2012 are 11.14% and 24.04% of covered payroll, respectively, as reported on June 30, 2010. The actuarially determined contribution includes funding for, cost-of-living adjustments, noncontributory death benefits and post-retirement medical premiums. The Township's contributions to PERS for the years ended December 31, 2013, 2012, and 2011, were \$110,218.00, \$118,340.00, and \$145,120.00, respectively, equal to the required contributions for each year. The Township's contributions to PFRS for the years ended December 31, 2013, 2012, and 2011 were \$325,821.00, \$290,469.00, and \$304,350.00, respectively, equal to the required contributions for each year.

Defined Contribution Retirement Program

The Township established a Defined Contribution Retirement Program ("DCRP") as required by Chapter 92 of the Laws of 2007 and N.J.S.A. 43:15C-1 et seq. DCRP provides for employee contributions of 5.5% and 6.5% as of October 1, 2011, of employees annual base salary. Employers are required to contribute 3% of the employees' base salary. The Township's contributions to DCRP for the years ended December 31, 2013, 2012, and 2011 were \$341.55, \$331.94, and \$915.12, respectively, equal to the required contributions for each year.

I. POST-RETIREMENT BENEFITS

As indicated in Note H above, employees of the Township are members of the PERS and PFRS however, as of December 31, 2013, they are not members of the State Health Benefits Plan.

**TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

J. SCHOOL TAXES

School taxes in the State of New Jersey may be raised by either of the following methods:

Calendar year basis - whereby the tax is levied and paid based on the district's needs for one-half of each school year encompassed in the calendar year.

School year basis - taxes are raised for the school year commencing July 1 of the current year, paid out over the twelve months beginning with July 1.

The Kingsway Regional Board of Education raise taxes on a calendar year basis and therefore, has no school taxes payable or deferred at December 31, 2013.

The Swedesboro-Woolwich Consolidated School District Taxes are raised on a school year basis. Regulations provide for the deferral of not more than 50% of the annual levy when school taxes are raised for a school year and have not been requisitioned by the school district. In the Township's case, the amount of \$7,128,092 would be the maximum amount permitted to be deferred as of December 31, 2013, under these regulations. The Township in prior years, elected to defer school taxes in the amount of \$4,710,504.32. During the year 2013, the Township elected to defer an additional \$200,000.00 for a total accumulation of such deferrals of \$4,910,504.32.

The Swedesboro-Woolwich Consolidated School Tax has been raised and the liability deferred by statutes, resulting in the school tax payable as set forth in the Current Fund liabilities as follows:

	December 31,	
	2013	2012
Tax due to school district	\$ 7,128,092.29	\$ 6,929,320.65
Balance deferred	4,910,504.32	4,710,504.32
School tax payable	<u>\$ 2,217,587.97</u>	<u>\$ 2,218,816.33</u>

K. 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 was shown on the current fund balance sheet:

	Balance December 31, 2013	2014 Budget	Balance to Succeeding Budgets
Current Fund:			
Special emergency appropriation			
Tax map revisions	<u>\$ 47,550.00</u>	<u>\$ 11,887.50</u>	<u>\$ 35,662.50</u>

The appropriations in the 2013 budget are not less than those required by statute.

**TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

L. RISK MANAGEMENT

The Township is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions injuries to employees and natural disasters. The Township maintains commercial insurance coverage for property, liability, and surety bonds through the Gloucester, Salem, and Cumberland Counties Municipal Joint Insurance Fund ("Fund").

The Fund provides the Township with the following coverage:

- Property Policy
- Automobile Policy
- Crime Policy and Excess Crime Policy
- Casualty Policy
- Workers' Compensation and Excess Workers Compensation Policy
- Environmental Legal Liability Policy
- Excess Liability Policy
- Public Officials and Employment Liability Policy
- Volunteer Directors and Officers Policy

Contributions to the Fund are payable in an annual premium and are based on actuarial assumptions determined by the Fund's actuary. The Township's agreement with the Fund provides that the Fund will be self-sustaining through member premiums and will reinsure through the Municipal Excess Liability Joint Insurance Fund for claims in excess of \$50,000.00 to \$250,000.00 based on the line of coverage for each insured event.

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

- Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund
- Post Office Box 488
- Marlton, New Jersey 08053

M. COMPENSATED ABSENCES

Full-time employees are entitled to six paid sick days each year. Township employees may accumulate and carry forward sick time to a maximum of thirty days. There is a maximum pay-out of \$10,000.00 and is paid at the rate of pay upon retirement. Up to five vacation days not used during the year may be carried forward; however, no accumulation of vacation time is permitted. Employees are paid for all accrued vacation time at retirement only.

Full-time police are entitled to up to 120 paid sick leave hours each year. Sick time may be accumulated and carried forward to subsequent years; however, no sick time is paid upon termination or retirement. Up to four vacation days not used during the year may be carried forward. Employees are paid for all accrued vacation time at retirement only.

At December 31, 2013 and 2012, the Township estimates this liability to approximate \$204,021.16 and \$86,070.65, respectively. Effective January 1, 2002, the State of New Jersey allowed municipalities to create a reserve trust fund for compensated absences. However, the Township does not maintain a compensated absences trust fund.

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

NOTES TO FINANCIAL STATEMENTS

N. DEFERRED COMPENSATION

Employees of the Township may participate in a deferred compensation plan adopted under the provisions of the Internal Revenue Code ("IRC") Section 457 (Deferred Compensation Plans with Respect to Service for State and Local Governments).

The deferred compensation plan is available to all employees of the Township. Under the plan, employees may elect to defer a portion of their salaries and avoid paying taxes on the deferred portion until the withdrawal date. The deferred compensation amount is not available for withdrawal by employees until termination, retirement, death, or unforeseeable emergency.

The deferred compensation plan is administered by an unrelated financial institution. Under the terms of an IRC Section 457 deferred compensation plan, all deferred compensation and income attributable to the investment of the deferred compensation amounts held by the financial institution, until paid or made available to the employees or beneficiaries, are the property of the employees.

As part of its fiduciary role, the Township has an obligation of due care in selecting the third party administrator. In the opinion of the Township's legal counsel, the Township has acted in a prudent manner and is not liable for losses that may arise from the administration of the plan.

O. LEASE OBLIGATIONS

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

Municipal Building Construction

The following is an analysis of capital leases.

Capital leases- the following capital fixed assets were acquired by capital lease.

	December 31,	
	2013	2012
Municipal building	\$ 9,770,000.00	\$ 10,085,000.00

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

Year	Principal	Interest	Total
2014	\$ 330,000.00	\$ 433,168.75	\$ 763,168.75
2015	345,000.00	417,943.75	762,943.75
2016	365,000.00	400,193.75	765,193.75
2017	380,000.00	381,568.75	761,568.75
2018	400,000.00	362,068.75	762,068.75
2019-2023	2,300,000.00	1,515,281.25	3,815,281.25
2024-2028	2,860,000.00	957,290.63	3,817,290.63
2029-2032	2,790,000.00	258,300.00	3,048,300.00
	<u>\$ 9,770,000.00</u>	<u>\$ 4,725,815.63</u>	<u>\$ 14,495,815.63</u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

NOTES TO FINANCIAL STATEMENTS

P. 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 the 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:

Year	Township Contributions	Amount Reimbursed	Ending Balance
2013	\$ -	\$ 4,648.91	\$ 1,390.24
2012		6,130.33	
2011		8,408.54	8,617.53

Q. LITIGATION

It is the Township Counsel's opinion there exists no litigation or contingent liability that may be pending against the Township that would have an adverse effect on the financial position in the future.

R. SUBSEQUENT EVENTS

Subsequent events were evaluated through June 18, 2014, which is the date that the financial statements were available to be issued. No issues were noted by management that required disclosure.

SUPPLEMENTAL SCHEDULES

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A

CURRENT FUND
COMPARATIVE STATEMENT OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE

ASSETS	Ref.	December 31		Ref.	December 31	
		2013	2012		2013	2012
Current fund:						
Cash - chief financial officer	A-4	\$ 3,615,453.27	\$ 4,764,586.10		\$ 380,544.10	\$ 375,928.76
Investment - CRIM	A-4	1,000,000.00			109,071.78	169,584.57
Cash - tax collector	A-5	1,356,227.73	1,481,611.14	A-3; A-9		10,656.04
Cash - change funds		100.00	100.00		53,816.97	17,638.41
Due from State of NJ- senior citizen and veteran deductions		11.07	11.07	A-5	231,799.92	163,372.74
		<u>5,971,792.07</u>	<u>6,246,308.31</u>			
Receivables and other assets with full reserves:						
Delinquent property taxes receivable	A-6	463,082.59	370,208.84	B	5,330.58	322,904.11
Tax title liens receivable	A-7	29,815.14	104,845.57	A-6; A-4	56,396.06	70,519.08
Revenue accounts receivable	A-8	75,533.35	75,533.35	A-10	2,217,587.97	2,218,816.33
Due from general capital fund	C		409,449.60		145,032.75	107,409.30
Due from dog license trust	B	97.99	81.80		66,418.82	66,418.82
Due from trust funds - other	B	103,806.26	163,998.06		3,265,998.95	3,523,248.16
		<u>672,335.33</u>	<u>1,124,117.22</u>			
Deferred charges:						
Emergency authorizations (40A-4-47)					672,335.33	1,124,117.22
Special emergency authorization (5 years)		47,550.00	63,400.00	A-1	2,753,343.12	2,786,460.15
		<u>47,550.00</u>	<u>63,400.00</u>			
Total current fund		<u>6,691,677.40</u>	<u>7,433,825.53</u>		<u>6,691,677.40</u>	<u>7,433,825.53</u>
Federal and state grant fund:						
State and federal grants receivable	A-12	67,540.26	68,727.69			
Due from current fund		145,032.75	107,409.30	A-13	44,803.94	
Total federal and state grant fund		<u>212,573.01</u>	<u>176,136.99</u>	A-14	167,769.07	176,136.99
					<u>212,573.01</u>	<u>176,136.99</u>
Total		<u>\$ 6,904,250.41</u>	<u>\$ 7,609,962.52</u>		<u>\$ 6,904,250.41</u>	<u>\$ 7,609,962.52</u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-1

CURRENT FUND

COMPARATIVE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
Year Ended December 31, 2013

	Ref.	December 31,	
		2013	2012
Revenue and other income realized:			
Fund balance utilized	A-2	\$ 1,450,000.00	\$ 1,800,000.00
Miscellaneous revenue anticipated	A-2	1,863,837.83	1,570,433.61
Receipts from delinquent taxes	A-2	608,860.98	1,073,080.13
Receipts from current taxes	A-2A	34,563,073.62	32,741,000.31
Non-budget revenue	A-2	569,261.41	328,823.46
Other credits to income:			
Unexpended balance of appropriation reserves	A-9	227,472.40	305,169.62
Accounts payable cancelled		10,209.02	20,534.10
Total revenues		<u>39,292,715.26</u>	<u>37,839,041.23</u>
Expenditures:			
Budget and emergency appropriations:			
Appropriations within "CAPS":			
Operations:			
Salaries and wages	A-3	1,853,645.63	1,804,177.54
Other expenses	A-3	2,935,381.13	2,899,625.00
Deferred charges and statutory expenditures	A-3	644,369.00	618,999.51
Appropriations excluded from "CAPS":			
Operations:			
Salaries and wages	A-3	668,114.63	735,957.20
Other expenses	A-3	28,111.25	86,300.36
Capital improvements	A-3	60,000.00	
Municipal debt service	A-3	1,451,984.51	1,443,392.34
Deferred charges	A-3	127,745.00	277,405.00
County taxes	A-6	7,099,984.07	6,811,768.65
Due county for added taxes	A-6	56,396.06	70,519.08
Local district school tax	A-10	14,056,184.00	13,058,640.73
Regional high school tax	A-11	8,255,842.00	7,655,776.00
Due municipal open space tax	A-6	322,690.39	316,915.92
Due municipal open space for added taxes	A-6	2,555.81	3,483.90
Interfund loans advanced		312,828.81	716,214.43
Total expenditures		<u>37,875,832.29</u>	<u>36,499,175.66</u>
Statutory excess to fund balance		1,416,882.97	1,339,865.57
Fund balance - January 1, 2013	A	<u>2,786,460.15</u>	<u>3,246,594.58</u>
		4,203,343.12	4,586,460.15
Decreased by utilization as anticipated revenue	A-2	<u>1,450,000.00</u>	<u>1,800,000.00</u>
Fund balance - December 31, 2013	A	<u>\$ 2,753,343.12</u>	<u>\$ 2,786,460.15</u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-2

CURRENT FUND
STATEMENT OF REVENUES
Year Ended December 31, 2013

	Ref.	Anticipated		Special N.J.S. 40A:4-87	Realized	Excess Or (Deficit)
		Budget				
Fund balance anticipated	A-1	\$ 1,450,000.00	\$	-	\$ 1,450,000.00	\$ -
Miscellaneous revenues:						
Fines and costs - municipal court		170,000.00			175,582.99	5,582.99
Interest and costs on taxes	A-5	99,026.12			107,219.21	8,193.09
Energy receipts taxes	A-8	414,809.00			414,809.00	-
Garden state preservation fund	A-4	5,939.00				(5,939.00)
Shared services agreements- Swedesboro:						
Aid to volunteer fire company		18,750.00			18,750.00	-
Recreation		9,361.25			9,361.25	-
Police coverage and protection		568,114.63			568,115.38	0.75
Contributions from:						
Municipal functions trust		50,000.00			50,000.00	-
Developers open space trust fund		50,000.00			50,000.00	-
Kingsway regional school district		35,000.00			70,000.00	35,000.00
PY Interfund Accounts Receivable - General Capital Fund	A	400,000.00			400,000.00	-
Total	A-1	1,821,000.00		-	1,863,837.83	42,837.83
Receipts from delinquent taxes	A-1	350,000.00			608,860.98	258,860.98
Amount to be raised by taxes for support of municipal budget - local taxes for municipal purposes	A-2A	4,911,000.00			5,332,069.89	421,069.89
Budget totals		8,532,000.00		-	9,254,768.70	722,768.70
Non-budget revenues	A-1, A-2A				569,261.41	569,261.41
Total		\$ 8,532,000.00	\$	-	\$ 9,824,030.11	\$ 1,292,030.11

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-2A

CURRENT FUND
STATEMENT OF REVENUES
Year Ended December 31, 2013

	<u>Ref.</u>	
Allocations of current tax collections:		
Revenue from collections	A-1, A-6	\$ 34,563,073.62
Allocated to:		
School, county, open space and special district taxes	A-6	29,993,652.33
Balance for support of municipal appropriations		4,569,421.29
Add: appropriation "reserve for uncollected taxes"	A-3	762,648.60
Amount for support of municipal budget appropriations	A-2	<u>\$ 5,332,069.89</u>
Analysis of receipts from delinquent taxes:		
Delinquent tax collections	A-6	\$ 512,126.57
Tax title lien collections	A-5, A-7	96,734.41
Total	A-2	<u>\$ 608,860.98</u>

ANALYSIS OF NON-BUDGET REVENUES

	<u>Ref.</u>	
Chief financial officer:		
Administrative fees - veterans and senior citizens deductions		\$ 1,045.00
Interest on investments		9,842.29
Liquor licenses		6,150.00
Marriage licenses		980.00
Junk yard licenses		30,800.98
Fees and permits		130,043.72
Miscellaneous		262,210.37
Total chief financial officer	A-4	\$ 441,072.36
Chief financial officer:		
Cable TV franchise fees	A-8	23,202.07
Tax collector:		
Tax search fees		380.00
Interest on investments		5,850.62
Premium on Tax Sale		91,200.00
		97,430.62
Chief financial officer:		
Non-cash revenue:		
Interest earned on investments- due from other funds		7,556.36
Total	A-1, A-2	<u>\$ 569,261.41</u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-3

CURRENT FUND
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME
Year Ended December 31, 2013

	Budget	Budget After Modifications	Expended	Encumbered	Reserved	Unexpended Balance Canceled
<u>OPERATIONS WITHIN "CAP"</u>						
General government:						
General administration:						
Salaries and wages	\$ 20,808.00	\$ 21,594.08	\$ 21,594.08	-	-	\$ -
Other expenses	7,000.00	6,213.92	5,203.48	175.79	834.65	
Mayor and township committee:						
Salaries and wages	26,500.00	26,500.00	26,500.00	0.00	-	
Other expenses	4,000.00	4,000.00	1,894.73	0.00	2,105.27	
Municipal clerk:						
Salaries and wages	95,880.00	95,958.60	95,958.60	0.00	-	
Other expenses	21,000.00	20,921.40	12,892.27	15.00	8,014.13	
Financial administration:						
Salaries and wages	82,500.00	81,000.00	80,672.94	0.00	327.06	
Other expenses	55,000.00	55,000.00	35,330.61	9,615.15	10,054.24	
Audit services:						
Other expenses	50,000.00	52,000.00	48,750.00	0.00	3,250.00	
Revenue administration:						
Salaries and wages	45,000.00	45,000.00	43,920.33	0.00	1,079.67	
Other expenses	10,500.00	10,500.00	4,613.80	1,835.36	4,050.84	
Tax assessment administration:						
Salaries and wages	13,500.00	11,500.00	7,089.64	0.00	-	
Other expenses					4,410.36	
Legal services and costs:						
Other expenses	145,000.00	145,000.00	140,125.12	2,947.05	1,927.83	
Engineering services and costs:						
Other expenses	40,000.00	40,000.00	18,753.83	0.00	21,246.17	
Economic development:						
Other expenses	1,500.00	1,500.00			1,500.00	

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-3

CURRENT FUND
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME (CONTINUED)
Year Ended December 31, 2013

	Budget	Budget After Modifications	Expended	Encumbered	Reserved	Unexpended Balance Canceled
Land use and development:						
Planning board:						
Salaries and wages	34,200.00	35,437.39	35,437.90	-	-	-
Other expenses	114,500.00	114,500.00	99,495.77	5,505.66	9,498.57	
Zoning board of adjustment:						
Salaries and wages	54,100.00	52,862.61	50,131.01		2,731.60	
Office of community development:						
Salaries and wages	67,000.00	67,481.48	67,481.48			
Insurance:						
Liability insurance						
Workmen's compensation insurance	210,000.00	210,000.00	207,238.00		2,762.00	
Employees' group insurance	520,286.00	526,286.00	524,049.17		2,236.83	
Employee health insurance:						
Optional cash payment	75,000.00	69,000.00	23,706.25		45,293.75	
Public safety:						
Police:						
Salaries and wages	1,086,558.00	1,086,558.00	1,061,799.00		24,759.00	
Other expenses	71,770.00	73,770.00	62,601.07	7,781.63	3,387.30	
Office of emergency management:						
Salaries and wages	5,000.00	5,000.00	4,814.94		185.06	
Other expenses	2,500.00	2,500.00	1,826.56		673.44	
Aid to volunteer fire company:						
Other expenses	56,250.00	58,250.00	46,761.04	10,924.69	564.27	
Municipal prosecutor:						
Salaries and wages	17,510.34	17,510.34	16,958.71		551.63	
Municipal court:						
Salaries and wages	97,772.82	101,265.47	101,265.47			
Other expenses	32,069.00	26,576.35	11,885.80	2,229.56	12,460.99	
Public defender:						
Salaries and wages	3,000.00	3,000.00	450.00		2,550.00	

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-3

CURRENT FUND

STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME (CONTINUED)

Year Ended December 31, 2013

	Budget	Budget After Modifications	Expended	Encumbered	Reserved	Unexpended Balance Canceled
Public works:						
Road repair and maintenance:						
Other expenses	22,000.00	22,000.00	14,918.55	2,688.81	4,392.64	-
Snow removal:						
Salaries and wages	25,000.00	25,000.00	7,520.36		17,479.64	
Other expenses	35,000.00	35,000.00	10,604.16	3,047.65	21,348.19	
Solid waste collection:						
Other expenses	489,617.00	489,617.00	463,703.92		25,913.08	
Sanitation:						
Other expenses	500.00	500.00	160.00		340.00	
Public buildings and grounds:						
Salaries and wages	186,174.43	186,174.43	186,174.43			
Salaries and wages-Open Space Trust						
Other expenses	56,270.00	56,270.00	49,316.84	5,468.36	1,484.80	
Vehicle maintenance:						
Other expenses	48,000.00	46,000.00	30,911.79	8,031.65	7,056.56	
Health and human services:						
Public health services:						
Salaries and wages	1,602.42	1,602.42	1,596.66		5.76	
Other expenses	1,000.00	1,000.00	201.60		798.40	
Environmental committee:						
Other expenses	2,500.00	2,500.00	1,879.72		620.28	
Parks and recreation:						
Recreation services and programs:						
Recreation services and programs:						
Salaries and wages	3,750.00	3,750.00	2,890.00	860.00		
Other expenses						
Maintenance of parks:						
Other expenses	47,633.75	47,633.75	34,688.45	7,723.98	5,221.32	
Celebration of public events:						
Other expenses	1,500.00	1,500.00	1,231.44		268.56	
Salary wage adjustment account:						
Salaries and wages	2,500.00	1,700.81	1,700.81			

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

CURRENT FUND
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME (CONTINUED)
Year Ended December 31, 2013

	Budget	Budget After Modifications	Expended	Encumbered	Reserved	Unexpended Balance Canceled
Utility expense and bulk purchasing:						
Electricity	130,000.00	130,000.00	115,570.08	1,342.81	\$ 13,087.11	-
Street lighting	45,000.00	53,288.16	50,519.79	686.01	2,082.36	
Telephone	35,000.00	35,000.00	26,082.34	967.18	7,950.48	
Water/fire hydrant service	110,000.00	110,000.00	80,524.58	23,521.25	5,954.17	
Heating	5,000.00	5,000.00	4,879.55	0.00	120.45	
Gasoline	140,000.00	133,529.55	109,485.94	10,944.19	13,099.42	
Sanitation:						
Solid waste disposal costs:						
Other expenses	335,275.00	335,275.00	254,941.31		80,333.69	
Total operations within "CAP"	4,789,026.76	4,789,026.76	4,308,703.92	106,311.78	374,011.57	-
Detail:						
Salaries and wages	1,851,106.01	1,853,645.63	1,803,976.72	-	49,669.42	-
Other expenses	2,937,920.75	2,935,381.13	2,504,727.20	106,311.78	324,342.15	-
DEFERRED CHARGES AND STATUTORY EXPENDITURES - MUNICIPAL WITHIN "CAP"						
Statutory expenditures:						
Contribution to:						
Social security system (O.A.S.I.)	206,830.00	206,830.00	202,255.92		4,574.08	
Public employees retirement system	110,218.00	110,218.00	110,218.00			

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-3

CURRENT FUND
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME (CONTINUED)
Year Ended December 31, 2013

	Budget	Budget After Modifications	Expended	Encumbered	Reserved	Unexpended Balance Canceled
Police and firemen's retirement system	325,821.00	325,821.00	325,821.00	-	-	-
Defined contribution retirement	1,500.00	1,500.00	341.55		1,158.45	
Total deferred charges and statutory expenditures within "CAP"	644,369.00	644,369.00	638,636.47	-	5,732.53	-
Total general appropriations for municipal purposes within "CAP"	5,433,395.76	5,433,395.76	4,947,340.39	106,311.78	379,744.10	-
<u>OPERATIONS EXCLUDED FROM "CAP"</u>						
Employee group insurance						
Interlocal service agreements- Swedesboro:						
Aid to volunteer fire company	18,750.00	18,750.00	17,490.00	1,260.00		
Recreation:						
Other expenses	9,361.25	9,361.25	7,061.25	1,500.00	800.00	
Police coverage and protection:						
Salaries and wages	568,114.63	568,114.63	568,114.63			
Contributions from municipal functions trust:						
Police:						
Salaries and wages	50,000.00	50,000.00	50,000.00			
Contributions from developers open space trust fund:						
Public buildings and grounds:						
Salaries and wages	50,000.00	50,000.00	50,000.00			

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-3

CURRENT FUND
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME (CONTINUED)
Year Ended December 31, 2013

	Budget	Budget After Modifications	Expended	Encumbered	Reserved	Unexpended Balance Canceled
Total operations excluded from "CAP"	696,225.88	696,225.88	692,665.88	2,760.00	800.00	-
<i>Detail:</i>						
Salaries and wages	668,114.63	668,114.63	668,114.63			
Other expenses	28,111.25	28,111.25	24,551.25	2,760.00	800.00	-
CAPITAL IMPROVEMENTS - EXCLUDED FROM "CAP"						
Capital Improvement Fund	60,000.00	60,000.00	60,000.00	-	-	-
Total municipal debt service - excluded from "CAP"	60,000.00	60,000.00	60,000.00	-	-	-
MUNICIPAL DEBT SERVICE - EXCLUDED FROM "CAP"						
Payment of bond principal	375,000.00	375,000.00	375,000.00			
Payment of bond anticipation note principal	22,000.00	22,000.00	22,000.00			
Interest on bonds	242,000.00	242,000.00	242,000.00			
Interest on notes	16,140.00	16,140.00	16,140.00			
Green trust loan program:						
Loan repayment for principal and interest	34,201.00	34,201.00	34,200.75			0.25
Capital lease obligations:						
Principal	315,000.00	315,000.00	315,000.00			
Interest	447,643.76	447,643.76	447,643.76			
Total municipal debt service - excluded from "CAP"	1,451,984.76	1,451,984.76	1,451,984.51	-	-	0.25

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-3

CURRENT FUND
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME (CONTINUED)
Year Ended December 31, 2013

	Budget	Budget After Modifications	Expended	Encumbered	Reserved	Unexpended Balance Canceled
<u>DEFERRED CHARGES</u>						
Emergency authorizations	-	-	-	-	-	-
Special emergency authorization - 5 years (N.J.S. 40A:4-55)	15,850.00	15,850.00	15,850.00			
Deferred Charges to Future Taxation - Unfunded - Ord No. 10-17	111,895.00	111,895.00	111,895.00			
Total deferred charges - excluded from "CAP"	127,745.00	127,745.00	127,745.00	-	-	-
Total general appropriations for municipal purposes - excluded from "CAP"	2,335,955.64	2,335,955.64	2,332,395.39	2,760.00	800.00	0.25
Subtotal general appropriations	7,769,351.40	7,769,351.40	7,279,735.78	109,071.78	380,544.10	0.25
Reserve for uncollected taxes	762,648.60	762,648.60	762,648.60	-	-	-
Total general appropriations	\$ 8,532,000.00	\$ 8,532,000.00	\$ 8,042,384.38	\$ 109,071.78	\$ 380,544.10	\$ 0.25
Ref.	A-2		A-3A	A	A	
Budget		\$ 8,532,000.00				
Budget appropriations added by NJS 40A:4-87		-				
		\$ 8,532,000.00				

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-3A

CURRENT FUND
STATEMENT OF EXPENDITURES AND OTHER CHARGES TO INCOME
Year Ended December 31, 2013

	<u>Ref.</u>	
Paid or charged:		
Reserve for uncollected taxes	A-3	\$ 762,648.60
Deferred charges:		
Special emergency appropriations	A-3	15,850.00
Cash disbursed	A-4	<u>7,263,885.78</u>
		<u>\$ 8,042,384.38</u>
	Ref.	A-3

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-4

CURRENT FUND
SCHEDULE OF CASH - CHIEF FINANCIAL OFFICER
Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	A	\$ 4,764,586.10
Increased by:		
Tax collector	A-5	\$ 35,092,468.14
Miscellaneous revenue not anticipated	A-2A	441,072.36
Revenue accounts receivable	A-8	1,279,820.69
Amount due - trust fund - other		61,223.99
Amount due - general capital fund		339,477.00
Budget Appropriations Reimbursed	Contra	237,211.87
Unappropriated grant funds	A-13	44,803.94
State grants receivable	A-12	<u>1,187.43</u>
		<u>37,497,265.42</u>
		42,261,851.52
Decreased by:		
2013 budget appropriations	A-3A	7,263,885.78
2012 appropriation reserves	A-9	318,040.93
Refund tax overpayments		21,990.08
Accounts payable		447.02
Amount due to trust funds		1,573.96
Local district school tax	A-10	14,057,412.36
Regional school district tax	A-11	8,255,842.00
County taxes	A-6	7,099,984.07
Amount due county for added taxes	A	56,396.06
Local open space tax payable	A-6	325,246.20
Budgetary appropriation reimbursed	Contra	237,211.87
Transfer to investments - CRIM	A	1,000,000.00
Reserve for state grants	A-14	<u>8,367.92</u>
		<u>38,646,398.25</u>
Balance - December 31, 2013	A	<u>\$ 3,615,453.27</u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-5

CURRENT FUND
SCHEDULE OF CURRENT CASH – COLLECTOR
Year Ended December 31, 2013

	<u>Ref.</u>		
Balance - December 31, 2012	A		\$ 1,481,611.14
Increased by:			
Interest and cost on taxes	A-2	\$ 107,219.21	
Non-budget revenues		18,597.96	
Taxes receivable	A-6	34,512,733.23	
Tax title liens receivable	A-7	96,734.41	
Prepaid taxes	A	<u>231,799.92</u>	
			<u>34,967,084.73</u>
			36,448,695.87
Decreased by:			
Payments to chief financial officer	A-4	<u>35,092,468.14</u>	
			<u>35,092,468.14</u>
Balance - December 31, 2013	A		<u><u>\$ 1,356,227.73</u></u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-6

CURRENT FUND
SCHEDULE OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY
Year Ended December 31, 2013

Year	Balance December 31, 2012	Levy	Added Taxes	Collections		Received From State Of New Jersey	Adjustments And/Or Canceled	Balance December 31, 2013
				2012	2013			
2011	\$ 29,624.01	\$ -	\$ -	\$ -	\$ 45,049.63	\$ -	\$ (15,425.62)	\$ 0.00
2012	340,584.83	-	6,606.87	603.58	467,076.94	-	(120,488.82)	0.00
	<u>370,208.84</u>	-	<u>6,606.87</u>	<u>603.58</u>	<u>512,126.57</u>	-	<u>(135,914.44)</u>	<u>0.00</u>
2013	-	34,845,700.46	276,015.83	165,942.20	34,000,606.66	396,524.76	95,560.08	463,082.59
	<u>\$ 370,208.84</u>	<u>\$ 34,845,700.46</u>	<u>\$ 282,622.70</u>	<u>\$ 166,545.78</u>	<u>\$ 34,512,733.23</u>	<u>\$ 396,524.76</u>	<u>\$ (40,354.36)</u>	<u>\$ 463,082.59</u>
Ref.	A				A-5			A
Analysis of 2013 property tax levy:								
Tax yield:								
General property tax								
Added and rollback taxes (54:4-63.1 et seq.)								
						\$ 34,845,700.46		
						<u>276,015.83</u>		
							<u>\$ 35,121,716.29</u>	
Tax levy:								
Local district school tax								
				A-10		\$ 14,256,184.00		
Regional high school district tax								
				A-11		8,255,842.00		
County tax								
				A-1		\$ 7,099,984.07		
Due county for added taxes								
				A-1		<u>56,396.06</u>		
Total county taxes								
				A-1		7,156,380.13		
Municipal open space tax								
				A-1		322,690.39		
Due municipal open space for added taxes								
				A-1		<u>2,555.81</u>		
Total municipal open space taxes								
						325,246.20		
Local tax for municipal purposes levied								
				A-2		<u>4,911,000.00</u>		
Add: additional tax levied								
						<u>217,063.96</u>		
Local tax for municipal purposes levied								
						<u>5,128,063.96</u>		
							<u>\$ 35,121,716.29</u>	

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-7

CURRENT FUND
SCHEDULE OF TAX TITLE LIENS
Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	A	\$ 104,845.57
Increased by:		
Transfers from taxes receivable	\$ 20,846.16	
Interest and cost on tax sale	<u>857.82</u>	
		<u>21,703.98</u>
		126,549.55
Decreased by:		
Cash collected	A-2A, A-5	<u>96,734.41</u>
Balance - December 31, 2013	A	<u><u>\$ 29,815.14</u></u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-8

CURRENT FUND
SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE
Year Ended December 31, 2013

	Balance December 31, 2012	Accrued In 2013	Collections- Chief Financial Officer	Balance December 31, 2013
Municipal court:				
Fines and costs	\$ 17,805.98	\$ 175,582.99	\$ 175,582.99	\$ 17,805.98
Energy receipt tax		414,809.00	414,809.00	
Shared services- Swedesboro:				
Police coverage and protection		601,076.63	601,076.63	
Recreation	(0.40)	-	-	(0.40)
Aid to volunteer fire company		(4,850.00)	(4,850.00)	
Cable television franchise fees	22,727.77	23,202.07	23,202.07	22,727.77
Kingsway Regional School District	35,000.00	70,000.00	70,000.00	35,000.00
Total	<u>\$ 75,533.35</u>	<u>\$ 1,279,820.69</u>	<u>\$ 1,279,820.69</u>	<u>\$ 75,533.35</u>
Ref.	A		A-4	A

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-9

CURRENT FUND
SCHEDULE OF 2012 APPROPRIATION RESERVES
Year Ended December 31, 2013

	Balance December 31, 2012	Balance After Transfers	Paid or Charged	Lapsed
Salaries and wages:				
Financial Administration	\$ 1,517.08	\$ 1,517.08	\$ 798.00	\$ 719.08
Tax Assessment Administration	9,378.84			-
Office of Community Development	2.50	2.50		2.50
Zoning board of Adjustment	0.74	0.74		0.74
Police	12,194.05			-
Road Repair and Maintenance	-	25,000.00	25,000.00	-
Snow removal	25,000.00	25,000.00	21,702.00	3,298.00
Municipal Court	2,569.62	2,569.62		2,569.62
Prosecutor	130.58	130.58		130.58
Public Defender	1,000.00	1,000.00	1,000.00	-
Salaries and Wages Adjustment	109.68	109.68		109.68
Other expenses:				
Financial administration	12,716.57	12,716.57	10,627.37	2,089.20
General administration	2,782.89	2,782.89	2,192.28	590.61
Mayor and township committee	1,681.88	1,681.88	987.64	694.24
Municipal clerk	3,642.76	3,642.76	430.99	3,211.77
Financial administration				-
Revenue administration (tax collector)	1,683.96	1,683.96	456.40	1,227.56
Tax assessment administration	4,368.10	13,746.94	10,000.00	3,746.94
Economic Development	1,638.51	1,638.51		1,638.51
Legal services and costs	42,629.96	29,824.01	10,309.86	19,514.15
Engineering services and costs	21,890.40	21,890.40	21,015.16	875.24
Planning board	28,035.69	28,035.69	8,485.54	19,550.15
Insurance:				
Workmen's compensation insurance	2,946.00	2,946.00		2,946.00
Employee group insurance	12,309.04	12,309.04	537.00	11,772.04
Optional Cash Payments	9,159.80	9,159.80	4,113.33	5,046.47
Police	13,614.87	13,614.87	7,210.23	6,404.64
Emergency management	2,500.00	2,500.00		2,500.00
Aid to volunteer fire company	40,369.89	26,869.89	17,436.28	9,433.61
Municipal court	11,246.15	11,246.15	3,340.12	7,906.03
Road repair and maintenance	10,572.64	10,572.64	4,679.85	5,892.79
Snow removal	23,792.44	23,792.44		23,792.44
Sanitation	79,511.83	79,511.83	75,725.05	3,786.78
Public buildings and grounds	12,494.01	12,494.01	8,088.41	4,405.60
Vehicle maintenance	29,402.45	29,402.45	2,360.09	27,042.36
Public health services	851.75	851.75	28.50	823.25
Environmental committee	635.24	635.24	78.00	557.24
Recreation services and programs	12,778.15	12,778.15	6,898.88	5,879.27
PY Bills - Zeller & Wieliczko				-
Celebration of public events	1,254.06	1,254.06		1,254.06
Utility expenses:				
Electricity	8,462.81	8,462.81	6,579.27	1,883.54
Street lighting	5,475.71	18,975.71	18,975.71	-
Telephone	11,515.07	11,515.07	940.95	10,574.12
Water/fire hydrant service	24,001.69	24,001.69	22,747.20	1,254.49
Heating	5,627.02	5,627.02	979.45	4,647.57
Gasoline	619.76	619.76		619.76
Sanitary landfill	48,131.10	48,131.10	20,903.84	27,227.26
Outside "CAPS":				
Interlocal service agreements- Swedesboro:				
Fire company	2,985.08	2,985.08	2,633.81	351.27
Recreation	2,282.96	2,282.96	779.72	1,503.24
Total	\$ 545,513.33	\$ 545,513.33	\$ 318,040.93	\$ 227,472.40
	Ref.		A-4	A-1
Analysis of balance:				
Appropriation reserves	A	\$ 375,928.76		
Reserve for encumbrances	A	169,584.57		
		<u>\$ 545,513.33</u>		

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-10

CURRENT FUND
SCHEDULE OF LOCAL DISTRICT SCHOOL TAXES
Year Ended December 31, 2013

	<u>Ref.</u>		
Balance - December 31, 2012			
Deferred		\$ 4,710,504.32	
Payable	A	<u>2,218,816.33</u>	\$ 6,929,320.65
Increased by:			
Levy for 2012-2013 school year	A-6		<u>14,256,184.00</u>
			21,185,504.65
Decreased by:			
Payments	A-4		<u>14,057,412.36</u>
Balance - December 31, 2013			
Deferred		4,910,504.32	
Payable	A	<u>2,217,587.97</u>	\$ 7,128,092.29
Liability for local school district tax:			
Tax paid	A-4		\$ 14,057,412.36
Tax Payable- December 31, 2013	A		<u>2,217,587.97</u>
			16,275,000.33
Tax Payable- December 31, 2012	A		<u>2,218,816.33</u>
Amount charged to operations	A-1		<u>\$ 14,056,184.00</u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-11

CURRENT FUND
SCHEDULE OF REGIONAL HIGH SCHOOL DISTRICT TAX
Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	A	\$ -
Increased by:		
Levy for calendar year 2013	A-1	<u>8,255,842.00</u>
		8,255,842.00
Decreased by:		
Payments	A-4	<u>8,255,842.00</u>
December 31, 2013	A	<u><u>\$ -</u></u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-12

CURRENT FUND
SCHEDULE OF STATE AND FEDERAL GRANTS RECEIVABLE
Year Ended December 31, 2013

	Balance December 31, 2012	2013 Revenue	Received	Balance December 31, 2013
State grants:				
Municipal alliance for drug and alcohol abuse	\$ 13,635.20	\$ -	\$ -	\$ 13,635.20
Drunk driving enforcement grant	7,006.60			7,006.60
Department of criminal justice - body armor grant	1,437.32			1,437.32
Sustainable Jersey small grant	25,000.00			25,000.00
Recycling tonnage grant	7,074.81			7,074.81
Alcohol education and rehabilitation grant	1,334.56		1,187.43	147.13
Federal grants:				
Community development block grant	13,239.20			13,239.20
	<u>\$ 68,727.69</u>	<u>\$ -</u>	<u>\$ 1,187.43</u>	<u>\$ 67,540.26</u>
Federal grants	\$ 13,239.20	\$ -	\$ -	\$ 13,239.20
State grants	<u>55,488.49</u>		<u>1,187.43</u>	<u>54,301.06</u>
	<u>\$ 68,727.69</u>	<u>\$ -</u>	<u>\$ 1,187.43</u>	<u>\$ 67,540.26</u>
Ref.	A		A-4	A

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-13

CURRENT FUND
SCHEDULE OF RESERVE FOR STATE GRANTS – UNAPPROPRIATED
Year Ended December 31, 2013

	Balance December 31, 2012	Receipts	Anticipated In 2013 Budget	Balance December 31, 2013
Recycling tonnage grant	\$ -	\$ 21,944.99	\$ -	\$ 21,944.99
Drunk driving enforcement fund		20,303.98		20,303.98
Body armor grant		2,554.97		2,554.97
	<u>\$ -</u>	<u>\$ 44,803.94</u>	<u>\$ -</u>	<u>\$ 44,803.94</u>
Ref.	A	A-4		A

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

A-14

CURRENT FUND
SCHEDULE OF RESERVE FOR STATE GRANTS – APPROPRIATED
Year Ended December 31, 2013

	Balance December 31, 2012	Transferred From 2013 Budget Appropriations	Expended	Balance December 31, 2013
State grants:				
Recycling tonnage grant	\$ 54,362.17	\$ -	\$ 1,848.00	\$ 52,514.17
SHARE grant	19,918.99			19,918.99
Clean communities grant	44,563.76		4,731.60	39,832.16
Municipal alliance for drug and alcohol abuse:				
State share	4,895.00			4,895.00
Municipal share	17,582.31			17,582.31
Drunk driving enforcement fund	11,634.18		455.42	11,178.76
Hazardous site remediation grants:				
Jersey fresh grant	600.00			600.00
Alcohol education rehabilitation grant:				
Municipal court - salaries and wages	10,516.39		1,332.90	9,183.49
Department of criminal justice - body armor grant	7,079.86			7,079.86
Department of environmental protection - municipal storm				
Sustainable Jersey small grant	3,250.00			3,250.00
Federal grants:				
Municipal stormwater regulation grant	588.50			588.50
Community development block grant	1,145.83			1,145.83
	<u>\$ 176,136.99</u>	<u>\$ -</u>	<u>\$ 8,367.92</u>	<u>\$ 167,769.07</u>
Ref. A				A
Federal grants	\$ 1,734.33	\$ -	\$ -	\$ 1,734.33
State grants	156,820.35		8,367.92	148,452.43
Municipal funds	17,582.31			17,582.31
	<u>\$ 176,136.99</u>	<u>\$ -</u>	<u>\$ 8,367.92</u>	<u>\$ 167,769.07</u>
	A		A-4	A

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

B

TRUST FUND
COMPARATIVE STATEMENT OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE

		December 31,		December 31,			
		2013	2012	2013	2012		
Ref.				Ref.			
<u>ASSETS</u>							
Dog license fund:							
	Cash - chief financial officer	B-1	\$ 7,655.20	\$ 5,928.39	A	\$ 97.99	\$ 81.80
	Due from State		3.75		B-3	7,560.96	5,846.59
			<u>7,658.95</u>	<u>5,928.39</u>		<u>7,658.95</u>	<u>5,928.39</u>
<u>LIABILITIES AND RESERVES</u>							
Dog license fund:							
	Amount due to current fund				A	103,806.26	163,998.06
	Reserve for dog fund expenditures				B-3	544,915.03	10,938.54
						39,321.85	9,798.26
	Other funds:				B-4	102,620.72	72,100.00
	Amount due to current fund	B-1	2,571,342.91	3,539,487.40	B-5	236,730.35	236,730.35
	Reserve for encumbrances		1,500,000.00		C	4,764.00	17,708.00
	Deposits for redemption of tax title liens		142,749.27	96,812.88			
	Tax sale premiums	B-2					
	Due to general capital fund	A	5,330.58	322,904.11			
	Due to State of NJ- DCA training fees	C	394,602.00	394,602.00			
	Reserve for:		186,545.16	186,545.16			
	Public defender		<u>4,800,569.92</u>	<u>4,540,351.55</u>			
	Payroll deductions payable					4,206.69	2,619.19
	Municipal open space					(2,687.66)	(5,095.96)
	Site plan review escrow				B-6	809,245.27	1,119,906.71
	Municipal functions developers fees					624,418.01	744,871.77
	Police overtime					124,994.26	203,609.69
	UCC trust					35,068.58	92,278.67
	P.O.A.A. - parking fines					731,869.51	459,549.99
	Police forfeited funds					332.67	332.67
	Open space- municipal maintenance					721.55	(5.25)
	Developers tree compensation					388,719.18	465,303.75
	Snow removal					426,892.17	427,992.17
	Developers recreation fees					43,848.73	25,780.14
	COAH fees					211,203.31	221,924.03
	Election					310,941.00	191,371.27
	Woolwich recreation trust					975.00	
	Unemployment trust					56,273.20	78,639.50
						1,390.24	
						<u>4,800,569.92</u>	<u>4,540,351.55</u>
Total all funds			<u>\$ 4,808,228.87</u>	<u>\$ 4,546,279.94</u>	Total all funds	<u>\$ 4,808,228.87</u>	<u>\$ 4,546,279.94</u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

B-1

TRUST FUND
SCHEDULE OF CASH - CHIEF FINANCIAL OFFICER
Year Ended December 31, 2013

	Ref.	Dog License	Other
Balance - December 31, 2012		\$ 5,928.39	\$ 3,539,487.40
Increased by receipts:			
Dog license fees	B-3	\$ 7,344.00	
Dog license late fees	B-3	921.00	
County Elections Funding			\$ 29,450.00
Public defenders fees			1,843.96
COAH trust funds			120,035.34
Unemployment trust			2,955.59
Escrow Deposits			258,911.34
Woolwich recreation trust			66,591.15
Police forfeited funds			2,041.52
Deposits for police overtime cost			125,657.19
Municipal open space tax PY			316,915.92
Municipal open space tax CY			322,690.39
Developers tree compensation			822.37
UCC trust			737,311.29
Developers recreation fees			480.71
Payroll			3,648,676.50
Snow removal			35,243.23
POAA			30.75
Municipal functions developers fees			23,398.32
Open space municipal maintenance			995.60
Interest earned		16.19	5,257.11
		<u>8,281.19</u>	<u>5,699,308.28</u>
		14,209.58	9,238,795.68
Decreased by disbursements:			
Paid to State of New Jersey			
Dog Fund Cash Disbursements	B-3	4,840.18	
Expenditures under R.S. 4:19-15.11	B-3	1,714.20	
Encumbrances payable			
Paid to professionals for plan review			
Municipal open space funds:			
Expenditures for open space	B-6		132,676.80
CRIM Investment			1,500,000.00
Woolwich recreation trust			77,009.81
Unemployment trust			1,561.51
Developers tree compensation			1,100.00
Police overtime expenses			182,670.33
Public defender fees			250.00
Municipal functions developers fees			92,356.14
Police forfeited funds			1,311.20
UCC trust			475,678.00
Payroll			3,632,458.87
Snow removal trust			17,101.45
Escrow Disbursements			465,761.98
Open space municipal maintenance			53,784.57
Polling for Local Elections			28,475.00
Amount due to current fund			5,257.11
		<u>6,554.38</u>	<u>6,667,452.77</u>
Balance - December 31, 2013	B	<u>\$ 7,655.20</u>	<u>\$ 2,571,342.91</u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

B-2

TRUST FUND
SCHEDULE OF CASH – COLLECTOR
Year Ended December 31, 2013

	<u>Ref.</u>		<u>Tax Title Lien Redemption Trust Fund</u>	<u>Tax Premium Trust Fund</u>
Balance - December 31, 2012	B		\$ 24,063.85	\$ 72,749.03
Increased by:				
Deposits for redemption of liens	B-4	\$ 268,951.02		
Premium on Tax Sale Received				\$91,900.00
Interest on investment				158.67
			<u>268,951.02</u>	<u>92,058.67</u>
			293,014.87	164,807.70
Decreased by:				
Redemption of liens	B-4	253,694.02		
Refund of premium upon redemption:				
Current year	B-5			61,379.28
			<u>253,694.02</u>	<u>61,379.28</u>
Balance - December 31, 2013	B		<u>\$ 39,320.85</u>	<u>\$103,428.42</u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

B-3

TRUST FUND
SCHEDULE OF RESERVE FOR DOG FUND EXPENDITURES
Year Ended December 31, 2013

	<u>Ref.</u>		
Balance - December 31, 2012	B		\$ 5,846.59
Increased by:			
Late fees	B-1	\$ 921.00	
Dog license fees	B-1	7,344.00	
Interest		<u>16.19</u>	
			<u>8,281.19</u>
			14,127.78
Decreased by:			
Expenditures under R.S. 4:19-15.11:	B-1	1,714.20	
Cash Disbursements	B-1	<u>4,840.18</u>	
			<u>6,566.82</u>
Balance - December 31, 2013	B		<u>\$ 7,560.96</u>

<u>License Fees Collected</u>	
<u>Year</u>	<u>Amount</u>
2011	\$ 5,035.20
2012	11,756.05
2013	<u>7,344.00</u>
	<u>\$ 24,135.25</u>

Note: R.S. 4:19-15.11

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

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

B-4

TRUST FUND
SCHEDULE OF DEPOSITS FOR REDEMPTION OF TAX TITLE LIENS
Year Ended December 31, 2013

	<u>Ref.</u>		
Balance - December 31, 2012	B		\$ 9,798.26
Increased by:			
Miscellaneous		\$ 14,266.59	
Cash receipts	B-2	<u>268,951.02</u>	
			<u>283,217.61</u>
			293,015.87
Decreased by:			
Cash disbursements	B-2		<u>253,694.02</u>
Balance - December 31, 2013	B		<u><u>\$ 39,321.85</u></u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

B-5

TRUST FUND
SCHEDULE OF PREMIUM RECEIVED AT TAX SALE
Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	B	\$ 72,100.00
Increased by:		
Premium received at tax sale	B-2	<u>91,900.00</u>
		164,000.00
Decreased by:		
Premium refunded at redemption:		
Current year	B-2	<u>61,379.28</u>
Balance - December 31, 2013	B	<u><u>\$ 102,620.72</u></u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

B-6

TRUST FUND
SCHEDULE OF RESERVE FOR MUNICIPAL OPEN SPACE
Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	B	\$ 1,119,906.71
Increased by:		
Added and omitted taxes		\$ 2,555.81
Tax Levy		<u>323,399.52</u>
		<u>325,955.33</u>
		1,445,862.04
Decreased by:		
CY Encumbrances Payable		503,939.97
Expenditures for open space	B-1	<u>132,676.80</u>
		<u>636,616.77</u>
Balance - December 31, 2013	B	<u><u>\$ 809,245.27</u></u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

C

GENERAL CAPITAL FUND
COMPARATIVE STATEMENT OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE

ASSETS	Ref.	December 31,	
		2013	2012
Cash - chief financial officer	C-2	\$ 265,398.15	\$ 1,131,717.70
Investment - CRIM		300,000.00	
State aid receivable		336,774.25	458,302.00
Due from Gloucester County Improvement Authority		601,577.68	601,577.68
Deferred charges to future taxation:			
Funded		6,031,073.98	6,432,752.41
Unfunded	C-4	2,303,452.00	2,081,541.00
Amount to be provided for retirement of obligations under capital leases	C-10	9,770,000.00	10,085,000.00
Due from trust fund- other	B	236,730.35	236,730.35
		<u>\$ 19,845,006.41</u>	<u>\$ 21,027,621.14</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Bond anticipation notes payable	C-4, C-7	\$ 2,303,452.00	\$ 1,969,651.00
Serial bonds payable	C-8	5,675,000.00	6,050,000.00
Green acres loan payable	C-9	356,073.98	382,752.41
Due to current fund	A		409,449.60
Due to municipal open space trust fund	B	394,602.00	394,602.00
Improvement authorizations:			
Funded	C-6	429,552.71	586,007.71
Unfunded	C-6	492,668.87	212,227.97
Contracts payable		12,896.02	695,497.12
Capital improvement fund	C-5	63,371.35	22,371.35
Reserve for developers deposits		173,465.05	173,465.05
Obligations under capital leases	C-10	9,770,000.00	10,085,000.00
Fund balance	C-1	173,924.43	46,596.93
		<u>\$ 19,845,006.41</u>	<u>\$ 21,027,621.14</u>

There were Bonds and Notes Authorized but Not Issued at December 31, 2013 and 2012, in the amount of \$0 and \$111,890, respectively.

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

C-1

GENERAL CAPITAL FUND
STATEMENT OF FUND BALANCE
Year Ended December 31, 2013

	<u>Ref.</u>		
Balance - December 31, 2012	C	\$	46,596.93
Increased by:			
Funds Received from Current Fund			
for land purchase related to Ord 2008-17	C-6	<u>\$ 127,327.50</u>	<u>127,327.50</u>
Balance - December 31, 2013	C	<u>\$</u>	<u>173,924.43</u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

C-2

GENERAL CAPITAL FUND
SCHEDULE OF CASH – CHIEF FINANCIAL OFFICER
Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	C	\$ 1,131,717.70
Increased by receipts:		
Interest		<u>1,573.96</u>
		1,133,291.66
Decreased by disbursements:		
Due to current fund	\$ 293,425.75	
Disbursement to CRIM Investment Account	300,000.00	
Improvement authorizations	<u>274,467.76</u>	
		<u>867,893.51</u>
Balance - December 31, 2013	C	<u>\$ 265,398.15</u>

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

C-3

GENERAL CAPITAL FUND
ANALYSIS OF CASH
Year Ended December 31, 2013

		Balance December 31, 2013
Fund balance		\$ 173,924.43
CRIM Investment		(300,000.00)
Due from trust fund- other		(236,730.35)
Due from State of New Jersey		(336,774.25)
Due from Gloucester County Improvement Authority		(601,577.68)
Contracts payable		12,896.02
Capital improvement fund		63,371.35
Due to municipal open space trust fund		394,602.00
Reserve for developers deposits		173,465.05
Improvement authorizations:		
Ordinance		
Number		
05-29	Acquisition of land	69,800.44
05-30	Purchase office equipment	124,504.62
05-30	PMC building renovations	27,774.96
07-15	Acquisition of PMC building	37.94
07-16	2007 road program	18,884.47
08-10	Acquisition of public works equipment	332.16
08-12	Acquisition of land- Nike Base	129,700.52
10-13	Russell Mill Road- Phases 3 and 4	22,559.75
10-25a	Various road improvements	16,073.32
10-25b	Road drainage improvements	20,070.00
11-08	Acquisition of public works equipment	505.20
11-08	Various roadway improvements	(1,455.90)
11-08	Various roadway improvements	635.50
12-16	Various roadway improvements	87,210.48
12-15	Acquisition of Fire Truck	17,464.45
12-15	Field Drainage Improvements	12,485.00
12-15	Acquisition of Public Safety Equipment	8,574.12
12-15	Acquisition of Public Safety Vehicles	3,438.00
12-20	Public Works Garage	42,619.77
13-08	Various Capital Improvements and Equipment	321,006.78
		<u>\$ 265,398.15</u>
Ref.	C	

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

C-4

GENERAL CAPITAL FUND
SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION – UNFUNDED
Year Ended December 31, 2013

Improvement Description	Ordinance Number	Balance December 31, 2013	Analysis Of Balance December 31, 2013	
			Financed By Bond Anticipation Notes	Expended
Acquisition of land- Nike base	08-12	\$ 789,152.00	789,152.00	\$ -
Various Improvements	12-15	1,153,300.00	1,153,300.00	
Various Improvements	13-08	361,000.00	361,000.00	
		<u>\$ 2,303,452.00</u>	<u>\$ 2,303,452.00</u>	<u>\$ -</u>
	Ref.	C	C-7	

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

C-5

GENERAL CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND
Year Ended December 31, 2013

	<u>Ref.</u>	
Balance - December 31, 2012	C	\$ 22,371.35
Increased by:		
2013 Authorizations	A-3	60,000.00
Decreased by:		
Appropriated to finance improvement authorizations	C-6	<u>19,000.00</u>
Balance - December 31, 2013	C	<u><u>\$ 63,371.35</u></u>

GENERAL CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS
Year Ended December 31, 2013

Improvement Description	Ordinance No.	Date	Amount	2013 Authorizations									
				Balance December 31, 2012		Transfer From Contracts Payable	Deferred Charges to Future Taxation Undetund	Capital Improvement Fund	Cancellation Adjustments	Paid	Transfer to Contracts Payable	Balance December 31, 2013	
				Funded	Undetund							Funded	Undetund
Acquisition of land	05-29	8/15/2005	\$ 400,000.00	\$ 69,800.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 69,800.44	\$ -	
Purchase office equipment	05-30, 06-28, 07-45, 09-15	8/15/2005 9/8/2009	4,250,000.00	124,504.62	-	-	-	-	-	-	124,504.62	-	
PWC building renovations	05-30, 06-28, 07-45, 09-15	8/15/2005 9/8/2009	250,000.00	27,774.96	-	-	-	-	-	-	27,774.96	-	
Municipal building construction	06-28, 07-45, 09-15	11/20/2006 9/8/2009	1,100,000.00	-	-	-	-	-	-	-	-	-	
Acquisition of PWC building	07-15	5/21/2007	110,200.00	37.94	-	-	-	-	-	-	37.94	-	
2007 road program	07-16	5/21/2007	520,000.00	18,884.47	-	-	-	-	-	-	18,884.47	-	
Acquisition of public works equipment	08-10	6/2/2008	30,000.00	332.16	-	-	-	-	-	-	332.16	-	
Acquisition of land- Nike Base	08-12	7/7/2008	900,000.00	-	-	-	-	-	-	-	-	-	
Russell Mill Road- Phases 3 and 4	10-13	5/17/2010	420,000.00	129,700.52	-	-	-	-	-	-	-	-	
Various road improvements	10-25a	11/1/2010	200,000.00	22,559.75	-	-	-	-	-	-	22,559.75	-	
Road drainage improvements	10-25b	11/1/2010	100,000.00	84,177.50	-	-	-	-	-	-	84,177.50	-	
Acquisition of public works equipment	11-8	7/18/2011	88,113.20	20,070.00	-	-	-	-	-	-	20,070.00	-	
Various roadway improvements	11-8	7/18/2011	125,000.00	10,387.55	-	-	-	-	-	-	10,387.55	-	
Various roadway improvements	11-8	7/18/2011	177,544.00	635.50	-	-	-	-	-	-	635.50	-	
Various roadway improvements (Medview)	12-14	-	104,526.72	104,526.72	-	-	-	-	-	-	104,526.72	-	
KRHS Shared Service IT Equipment	12-04	-	22,000.00	22,000.00	-	-	-	-	-	-	22,000.00	-	
Nature's Walk Improvement & Repair	12-02	-	143,000.00	-	-	-	-	-	-	-	-	-	
Hendrickson Mill Road Improvements	12-02	-	97,000.00	-	-	-	-	-	-	-	-	-	
Various Road Improvements	12-15	-	266,000.00	-	-	-	-	-	-	-	-	-	
Acquisition of Fire Truck	12-15	-	657,000.00	-	-	-	-	-	-	-	-	-	
Field Drainage Improvements	12-15	-	45,000.00	17,464.45	-	-	-	-	-	-	17,464.45	-	
Acquisition of Public Safety Equipment	12-15	-	40,000.00	21,445.00	-	-	-	-	-	-	21,445.00	-	
Acquisition of Public Works Equipment	12-15	-	125,000.00	40,000.00	-	-	-	-	-	-	40,000.00	-	
Acquisition of Public Safety Vehicles	12-15	-	81,000.00	125,000.00	-	-	-	-	-	-	125,000.00	-	
Public Works Garage	12-20	-	324,797.71	77,392.00	-	-	-	-	-	-	77,392.00	-	
Various Capital Improvements and Equipment	13-08	-	380,000.00	219,600.00	-	-	-	-	-	-	219,600.00	-	
			Ref.	79,810.90	3,618.00	-	-	-	-	-	79,810.90	-	
				\$ 568,007.71	\$ 212,227.97	\$ 715,908.79	\$ 361,000.00	\$ 19,000.00	\$ -	\$ 58,993.22	\$ 429,552.71	\$ 321,006.78	
				C	C	C	C	C-5	C	C	C	C	

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

C-7

GENERAL CAPITAL FUND
SCHEDULE OF BOND ANTICIPATION NOTES
Year Ended December 31, 2013

Ordinance Number	Improvement Description	Date Of Issue Of Original Notes	Date Of Issue	Date Of Maturity	Interest Rate	Balance December 31, 2012	Increase	Decrease	Balance December 31, 2013
08-12	Acquisition of land- Nike base	12/17/2008	12/6/2012	10/17/2013	0.85%	\$ 811,152.00	\$ -	\$ 811,152.00	\$ -
12-15	Various Improvements	10/18/2012	10/18/2012	10/17/2013	0.80%	1,158,499.00		1,158,499.00	
13-08	Various Improvements	10/16/2013	10/16/2013	10/15/2014	1.25%		2,303,452.00		2,303,452.00
						<u>\$ 1,969,651.00</u>	<u>\$ 2,303,452.00</u>	<u>\$ 1,969,651.00</u>	<u>\$ 2,303,452.00</u>
					Ref.	C	C, C-4	A-3	C, C-4

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

C-8

GENERAL CAPITAL FUND
STATEMENT OF GENERAL SERIAL BONDS PAYABLE
Year Ended December 31, 2013

Purpose	Date of Issue	Original Issue	Maturities of Bonds Outstanding			Interest Rate	Balance December 31, 2012	Decreased	Balance December 31, 2013
			Date	December 31, 2012	Amount				
General improvements	12/22/2006	\$ 7,985,000.00	12/15/2013	\$	375,000.00	4.000%			
			12/15/2014		390,000.00	4.000%			
			12/15/2015		400,000.00	4.000%			
			12/15/2016		415,000.00	4.000%			
			12/15/2017		425,000.00	4.000%			
			12/15/2018		445,000.00	4.000%			
			12/15/2019		450,000.00	4.000%			
			12/15/2020		475,000.00	4.000%			
			12/15/2021		500,000.00	4.000%			
			12/15/2022		515,000.00	4.000%			
			12/15/2023		530,000.00	4.000%			
			12/15/2024		550,000.00	4.000%			
			12/15/2025		580,000.00	4.000%			
							\$ 6,050,000.00	\$ 375,000.00	\$ 5,675,000.00
							<u>\$ 6,050,000.00</u>	<u>\$ 375,000.00</u>	<u>\$ 5,675,000.00</u>

Ref. C A-3 C

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

C-9

GENERAL CAPITAL FUND
SCHEDULE OF GREEN ACRES TRUST LOANS
Year Ended December 31, 2013

Purpose	Date of Issue	Original Issue	Maturities of Bonds		Interest Rate	Balance	
			Outstanding	December 31, 2013		December 31, 2012	December 31, 2013
Locke Avenue Park	1/4/2002	\$ 150,000.00		1/12/2013	2.00%		
				7/12/2013	2.00%		
				1/12/2014	2.00%		
				7/12/2014	2.00%		
				1/12/2015	2.00%		
				7/12/2015	2.00%		
				1/12/2016	2.00%		
				7/12/2016	2.00%		
				1/12/2017	2.00%		
				7/12/2017	2.00%		
				1/12/2018	2.00%		
				7/12/2018	2.00%		
				1/12/2019	2.00%		
				7/12/2019	2.00%		
				1/12/2020	2.00%		
				7/12/2020	2.00%		
				1/12/2021	2.00%		
				7/12/2021	2.00%		
				1/12/2022	2.00%		
						\$ 80,337.62	\$ 72,578.29
						\$ 7,759.33	\$

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

C-9

GENERAL CAPITAL FUND
SCHEDULE OF GREEN ACRES TRUST LOANS (CONTINUED)
Year Ended December 31, 2013

Purpose	Date of Issue	Original Issue	Maturities of Bonds		Interest Rate	Balance		Balance
			Outstanding	December 31, 2013		December 31, 2012	Decrease	
Park expansion	4/26/2007	\$ 400,000.00	4/26/2013	\$9,412.49	2.00%			
			10/26/2013	9,506.61	2.00%			
			4/26/2014	9,601.68	2.00%			
			10/26/2014	9,697.70	2.00%			
			4/26/2015	9,794.67	2.00%			
			10/26/2015	9,892.62	2.00%			
			4/26/2016	9,991.55	2.00%			
			10/26/2016	10,091.46	2.00%			
			4/26/2017	10,192.38	2.00%			
			10/26/2017	10,294.30	2.00%			
			4/26/2018	10,397.24	2.00%			
			10/26/2018	10,501.22	2.00%			
			4/26/2019	10,606.23	2.00%			
			10/26/2019	10,712.29	2.00%			
			4/26/2020	10,819.41	2.00%			
			10/26/2020	10,927.61	2.00%			
			4/26/2021	11,036.88	2.00%			
			10/26/2021	11,147.25	2.00%			
			4/26/2022	11,258.73	2.00%			
			10/26/2022	11,371.31	2.00%			
			4/26/2023	11,485.03	2.00%			
			10/26/2023	11,599.88	2.00%			
			4/26/2024	11,715.88	2.00%			
			10/26/2024	11,833.03	2.00%			
			4/26/2025	11,951.36	2.00%			
			10/26/2025	12,070.88	2.00%			
			4/26/2026	12,191.60	2.00%			
			10/26/2026	12,313.50	2.00%			
				302,414.79		18,919.10		283,495.69
				\$ 382,752.41		\$ 26,678.43		\$ 356,073.98

Ref.

C

C

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

C-10

GENERAL CAPITAL FUND
SCHEDULE OF OBLIGATIONS UNDER CAPITAL LEASE
Year Ended December 31, 2013

Series	Date of Issue	Original Issue	Maturities of Bonds Outstanding December 31, 2013	Interest Rate	Balance	
					December 31, 2012	December 31, 2013
Municipal complex project	8/22/2007	\$11,225,000.00	5/1/2013	5.000%		
			5/1/2014	4.000%		
			5/1/2015	5.000%		
			5/1/2016	5.000%		
			5/1/2017	5.000%		
			5/1/2018	5.000%		
			5/1/2019	4.125%		
			5/1/2020	5.000%		
			5/1/2021	4.250%		
			5/1/2022	4.250%		
			5/1/2023	4.250%		
			5/1/2024	4.250%		
			5/1/2025	4.375%		
			5/1/2026	4.375%		
			5/1/2027	4.500%		
			5/1/2028	4.500%		
			5/1/2029	4.500%		
			5/1/2030	4.500%		
			5/1/2031	4.500%		
			5/1/2032	4.500%		
					\$ 10,085,000.00	\$ 9,770,000.00
					<u>\$ 10,085,000.00</u>	<u>\$ 9,770,000.00</u>
Ref.					C	C
					A-3	

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

D

GENERAL FIXED ASSETS
Year Ended December 31, 2013

	December 31 2012	Additions	Deletions	December 31 2013
General fixed assets:				
Land and buildings	\$ 11,609,300.00	\$ -	\$ -	\$ 11,609,300.00
Other improvements	84,900.00			84,900.00
Machinery and equipment	2,839,740.00	940,184.00	201,206.00	3,578,718.00
Total	<u>\$ 14,533,940.00</u>	<u>\$ 940,184.00</u>	<u>\$ 201,206.00</u>	<u>\$ 15,272,918.00</u>
Investment in general fixed assets	<u>\$ 14,533,940.00</u>	<u>\$ 940,184.00</u>	<u>\$ 201,206.00</u>	<u>\$ 15,272,918.00</u>

SUPPLEMENTARY INFORMATION

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

GENERAL COMMENTS
Year Ended December 31, 2013

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

Local units and the board of education that have appointed a Qualified Purchasing Agent pursuant to N.J.S.A. 40A:11-9(b) and take advantage of a higher bid threshold pursuant to N.J.S.A. 40A:11-3(a) and 18A:18A-3(a), had their maximum bid threshold increased from \$29,000 to \$36,000. Where the higher bid threshold is authorized, appropriate action should be taken to adjust the locally set amount.

Please remember that contracts exceeding the new threshold are subject to the appropriate requirements of the Local Public Contracts Law and the Public School Contracts Law. As a result of the change in bid threshold, the 15% threshold for the informal receipt of quotations thresholds of N.J.S.A. 40A:11-6.1(a) and 18A:18A-37(a) also changes. The following table summarizes the new bid and quotation thresholds.

	<u>Bid Threshold</u>	<u>Quotation Threshold</u>
Base amount	\$ 17,500	\$ 2,625
With qualified purchasing agent	\$ 36,000	\$ 5,400

It is also noted that, as an alternative to public advertising, the Township uses state contracts to purchase certain approved items. The Township did not have a qualified purchasing agent and therefore, utilized the lower amount of \$17,500 for procurement.

The minutes indicate that resolutions were adopted and advertised authorizing the awarding of contracts or agreements for "Professional Services" per N.J.S. 40A:11-5.

In as much as the system of records did not provide for an accumulation of payments for categories for the performance of any work or the furnishing or hiring of any materials or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any obvious violations existed, as indicated in the findings and recommendations - current year.

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

Delinquent Taxes and Tax Title Liens

The last tax sale was held on November 14, 2013. All tax sale certificates were on file.

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

SCHEDULE OF FINDINGS AND RECOMMENDATIONS
Year Ended December 31, 2013

Finding No. 2013-01

Criteria or Specific Requirement

Pursuant to N.J.A.C. 5:30-5.7, the general ledger, together with the books of original entry and supporting subsidiary ledgers shall constitute a complete accounting system which all local units shall have and maintain. Good internal control practices dictate that a complete and accurate general ledger should be maintained for each fund to ensure adequate control over the preparation of financial statements including the related footnotes.

Condition

The electronic general ledger accounting system was not properly maintained for all required funds.

Context

The general ledger along with subsidiary revenue and appropriation ledgers required significant adjustment at December 31, 2013, to properly reflect the activity of the Township.

Cause

Proper internal control policies and procedures over financial transactions are not in place to properly maintain the general ledger.

Effect

Without a properly maintained general ledger system, the immediate and current identification of assets, liabilities, reserves, revenues, and expenditures and fund balance cannot be determined.

Recommendation

We recommend that the general ledger for each fund be maintained on a daily basis by the Chief Financial Officer to ensure accuracy and completeness of all transactions for the various funds of the Township.

Management's Response

Management has reviewed the finding above and is in agreement.

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

SCHEDULE OF PRIOR YEAR FINDINGS AND RECOMMENDATIONS

Finding No. 2012-01

Condition

The computerized general ledger accounting system was not properly maintained for all required funds.

Current Status

The condition remains unresolved.

Planned Corrective Action

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

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

OFFICIALS IN OFFICE AND SURETY BONDS
Year Ended December 31, 2013

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

Name	Title
Samuel Maccarone, Jr.	Mayor
Alexander Elefante	Deputy Mayor
John Descano	Committeeperson
Nicholas Armano	Committeeperson
Jonathan Fein	Committeeperson
Jane DiBella	Township Clerk/Administrator
William Pine	Chief Financial Officer
Kim Jaworski	Tax Collector
James Sabetta	Construction Code Official
William Golden	Magistrate
Angela Kalnas	Court Administrator
Maria River	Deputy Court Administrator
Mark Shoemaker, Esquire	Solicitor
Penonni & Associates	Engineer

Note: All officials and employees are covered by the Joint Insurance Fund with a bond in the amount of \$1,000,000.00 each.

TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER, STATE OF NEW JERSEY

SCHEDULE OF TAX RATE, TAX LEVY AND TAX COLLECTIONS
Year Ended December 31, 2013

<u>Comparison of Tax Rate Information</u>		2013	2012	2011
Total Tax Rate		<u>3.240</u>	<u>5.205</u>	<u>5.009</u>
<u>Apportionment of Tax Rate</u>				
Municipal		0.456	0.685	0.655
Open Space		0.030	0.050	0.050
County		0.662	1.076	1.088
Local School		1.325	2.187	2.126
Regional School		0.767	1.207	1.090
<u>Assessed Valuation</u>		2013	2012	2011
Net Valuation Taxable		\$ 1,075,634,628	\$ 633,831,850	\$ 628,553,882

Comparison of Tax Levies and Cash Collections

<u>Year</u>	<u>Tax Levy</u>	<u>Cash Collection</u>	<u>% of Levy</u>
2013	\$ 34,845,700	\$ 34,563,074	99.19%
2012	32,986,101	32,370,894	98.13%
2011	31,722,641	30,400,266	95.83%

Delinquent Taxes and Tax Title Liens

<u>Year</u>	<u>Amount of Tax Title Liens</u>	<u>Amount of Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Collection</u>
2013	\$ 29,815	\$ 463,083	\$ 492,898	1.41%
2012	104,846	370,209	475,054	1.44%
2011	116,798	1,223,357	1,340,155	4.22%

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

<u>Year</u>	<u>Balance</u>
2013	\$ -
2012	
2011	