

**TOWNSHIP OF DEERFIELD
COUNTY OF CUMBERLAND
REPORT OF AUDIT
FOR THE YEAR 2012**

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TOWNSHIP OF DEERFIELD
PART 1
REPORT OF AUDIT OF FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2012

INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and
Members of the Township Committee
Township of Deerfield
Rosenhayn, NJ 08352

Report on the Financial Statements

We have audited the accompanying statements of assets, liabilities, reserves and fund balance - regulatory basis of the various funds of the Township of Deerfield, in the County of Cumberland, State of New Jersey, as of December 31, 2012 and 2011, and the related statements of operations and changes in fund balance - regulatory basis for the years then ended, and the related statement of revenues - regulatory basis, statement of expenditures - regulatory basis, and statement of general fixed assets group of accounts for the year ended December 31, 2012 and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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

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

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

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

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

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

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Township of Deerfield, in the County of Cumberland, State of New Jersey, as of December 31, 2012 and 2011, or the results of its operations and changes in fund balance for the years then ended.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements referred to previously present fairly, in all material respects, the assets, liabilities, reserves and fund balance - regulatory basis of the various funds of the Township of Deerfield, in the County of Cumberland, State of New Jersey, as of December 31, 2012 and 2011, and the results of its operations and changes in fund balance - regulatory basis of such funds for the years then ended, and the revenues - regulatory basis, expenditures - regulatory basis of the various funds, and general fixed assets, for the year ended December 31, 2012 in conformity with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, as described in Note 1.

Other Information

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

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

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated April 25, 2013 on our consideration of the Township of Deerfield'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 of Deerfield's internal control over financial reporting.

Respectfully submitted,

Bowman & Company LLP

BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants

Carol A. McAllister

Carol A. McAllister
Certified Public Accountant
Registered Municipal Accountant

Voorhees, New Jersey
April 25, 2013

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

INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and
Members of the Township Committee
Township of Deerfield
Rosenhayn, NJ 08352

We have audited, in accordance with the auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, the financial statements prepared on a regulatory basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey of the Township of Deerfield, in the County of Cumberland, State of New Jersey, as of and for the year ended December 31, 2012, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements, and have issued our report thereon dated April 25, 2013. That report indicated that the Township of Deerfield's financial statements were not prepared in accordance with accounting principles generally accepted in the United States of America, but were prepared on a regulatory basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

Internal Control Over Financial Reporting

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

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

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

Compliance and Other Matters

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

Purpose of this Report

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

Respectfully submitted,



BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants



Carol A. McAllister
Certified Public Accountant
Registered Municipal Accountant

Voorhees, New Jersey
April 25, 2013

TOWNSHIP OF DEERFIELD

CURRENT FUND

Statements of Assets, Liabilities, Reserves, and Fund Balances - Regulatory Basis

As of December 31, 2012 and 2011

	<u>Ref.</u>	<u>2012</u>	<u>2011</u>
<u>ASSETS</u>			
Regular Fund:			
Cash:			
Treasurer	SA-1	\$ 3,050,426.65	\$ 3,184,566.50
Collector	SA-2	279,717.67	145,306.56
Change Fund	SA-3	325.00	325.00
Due from State of New Jersey (Ch.73, P.L.1976)	SA-6	17,224.54	15,571.28
Due from Employee	SA-8		3,310.92
		<u>3,347,693.86</u>	<u>3,349,080.26</u>
Receivables and Other Assets with			
Full Reserves:			
Delinquent Property Taxes Receivable	SA-4	152,016.01	212,519.18
Tax Title Liens Receivable	SA-5	104,987.57	66,616.74
Property Acquired for Taxes - Assessed Valuation	A	128,900.00	95,400.00
Revenue Accounts Receivable	SA-9	50,255.91	51,424.72
Due from Federal, State and Other Grant Fund	SA-23		28,836.79
Due from General Capital Fund	SC-6	1,208.14	42,040.00
Due from Animal Control Trust Fund	SB-3	473.00	2,196.20
Due from Trust Other Fund	SB-5	8,381.23	21,411.12
		<u>446,221.86</u>	<u>520,444.75</u>
Deferred Charges:			
Overexpenditure of Appropriations	SA-7		947.36
			<u>947.36</u>
		<u>3,793,915.72</u>	<u>3,870,472.37</u>
Federal, State and Other Grant Fund:			
Due from the Current Fund	SA-23	17,329.80	
Federal, State and Other Grants Receivable	SA-20	3,014.94	107,069.52
		<u>20,344.74</u>	<u>107,069.52</u>
		<u>\$ 3,814,260.46</u>	<u>\$ 3,977,541.89</u>

(Continued)

TOWNSHIP OF DEERFIELD

CURRENT FUND

Statements of Assets, Liabilities, Reserves, and Fund Balances - Regulatory Basis

As of December 31, 2012 and 2011

	<u>Ref.</u>	<u>2012</u>	<u>2011</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Regular Fund:			
Appropriation Reserves	A-3;SA-10	\$ 215,296.65	\$ 179,460.60
Reserve for Encumbrances	A-3;SA-10	27,010.14	44,992.05
Accounts Payable	A	4,772.90	4,772.90
Payroll Deductions Payable	SA-13	616.77	2,036.95
Prepaid Taxes	SA-14	85,004.49	82,932.21
Tax Overpayments	SA-15	25,706.75	19,058.59
Reserve for Revaluation Program	A	18,423.98	18,423.98
Prepaid Payments in Lieu of Taxes (PILOT)	SA-12		6,000.00
Unallocated Receipts	SA-11		7,042.74
Due to Federal, State and Other Grant Fund	SA-23	17,329.80	
Due County for Added and Omitted Taxes	SA-17	9,270.74	10,704.87
Local District School Tax Payable	SA-18	1,267,456.03	1,253,260.51
Regional High School Tax Payable	SA-19	446,872.30	508,531.56
		<u>2,117,760.55</u>	<u>2,137,216.96</u>
Reserves for Receivables	A	446,221.86	520,444.75
Fund Balance	A-1	1,229,933.31	1,212,810.66
		<u>3,793,915.72</u>	<u>3,870,472.37</u>
Federal, State and Other Grant Fund:			
Reserve for:			
Due to Current Fund	SA-23		28,836.79
Federal, State and Other Grants Unappropriated	SA-21	5,109.31	
Federal, State and Other Grants Appropriated	SA-22	15,235.43	78,232.73
		<u>20,344.74</u>	<u>107,069.52</u>
		<u>\$ 3,814,260.46</u>	<u>\$ 3,977,541.89</u>

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

TOWNSHIP OF DEERFIELD

CURRENT FUND

Statements of Operations and Changes in Fund Balance - Regulatory Basis
For the Years Ended December 31, 2012 and 2011

	<u>2012</u>	<u>2011</u>
<u>Revenue and Other Income Realized:</u>		
Fund Balance Utilized	\$ 627,333.00	\$ 589,500.00
Miscellaneous Revenues Anticipated	1,055,778.07	772,360.05
Receipts from Delinquent Taxes	210,742.39	190,252.00
Receipts from Current Taxes	5,448,577.34	5,563,197.20
Nonbudget Revenues	84,904.76	148,329.43
Other Credits to Income:		
Unexpended Balance of Appropriation Reserves	172,672.40	213,591.12
Cancellation of Grant Reserves	70,678.61	
Cancellation of Unallocated Receipts	7,042.74	
Reserves Liquidated:		
Trust Other Fund	13,029.89	
Animal Control Trust Fund	1,723.20	
Federal, State and Other Grant Fund	28,836.79	
General Capital Fund	40,831.86	
	<u>7,762,151.05</u>	<u>7,477,229.80</u>
<u>Expenditures:</u>		
Budget Appropriations:		
Appropriations Within "CAPS"		
Operations (Salaries and Wages)	410,549.87	488,385.88
Operations (Other Expenses)	651,249.45	619,216.12
Statutory Expenditures	88,247.36	84,134.00
Appropriations Excluded from "CAPS"		
Operations (Salaries and Wages)	56,900.00	6,738.00
Operations (Other Expenses)	306,000.24	88,043.48
Capital Improvements	20,000.00	
Debt Service	3,221.03	
Deferred Charges		3,000.00
County Taxes	2,058,804.12	2,150,598.70
Due County for Added and Omitted Taxes	9,270.74	10,704.87
Local District School Tax	2,534,912.00	2,506,521.00
Regional High School District Tax	893,744.99	1,015,215.31
Prior Year Senior Citizens Disallowed	2,250.00	2,404.24
Refund of a Prior Year Revenue	320.00	
Cancellation of Due from Employee	3,310.92	
Cancellation of Grant Receivable	66,050.19	
Transfer of Prior Year Revenue to Fire Safety Trust Fund	12,864.49	
Reserves Created:		
Animal Control Trust Fund		1,292.00
Federal, State and Other Grant Fund		28,836.79
Trust Other Fund		16,808.33
General Capital Fund		42,040.00
	<u>7,117,695.40</u>	<u>7,063,938.72</u>
Excess in Revenue to Fund Balance (Carried Forward)	<u>644,455.65</u>	<u>413,291.08</u>

(Continued)

TOWNSHIP OF DEERFIELD**CURRENT FUND**

Statements of Operations and Changes in Fund Balance - Regulatory Basis
For the Years Ended December 31, 2012 and 2011

	<u>2012</u>	<u>2011</u>
Excess in Revenue to Fund Balance (Brought Forward)	\$ 644,455.65	\$ 413,291.08
<u>Fund Balance:</u>		
Fund Balance January 1	<u>1,212,810.66</u>	<u>1,389,019.58</u>
	1,857,266.31	1,802,310.66
Decreased by:		
Utilization as Anticipated Revenue	<u>627,333.00</u>	<u>589,500.00</u>
Fund Balance December 31	\$ <u><u>1,229,933.31</u></u>	\$ <u><u>1,212,810.66</u></u>

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

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Revenues - Regulatory Basis
For the Year Ended December 31, 2012

	Anticipated <u>Budget</u>	Special <u>N.J.S.A. 40A:4-87</u>	<u>Realized</u>	Excess or <u>(Deficit)</u>
Fund Balance Anticipated	\$ 627,333.00	\$	\$ 627,333.00	\$
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	3,700.00		4,470.00	770.00
Other	750.00		1,021.00	271.00
Fines and Costs:				
Municipal Court	22,000.00		25,519.07	3,519.07
Capital Fund Balance	3,250.00		3,250.00	
Consolidated Municipal Property Tax Relief Aid	4,644.00		4,644.00	
Energy Receipts Tax P.L. 1997, Chapters 162 & 167)	295,762.00		295,762.00	
Uniform Construction Code Fees	50,000.00		66,306.00	16,306.00
Shared Services Agreements Offset with Appropriations:				
Zoning Officer - Lawrence Township	7,100.00		4,369.82	(2,730.18)
Zoning Officer - Downe Township	3,100.00		1,123.00	(1,977.00)
Additional Revenue Offset with Appropriations:				
EMS/Ambulance Service	65,000.00		79,028.09	14,028.09
Public and Private Revenues Offset With Appropriations:				
Clean Communities Program	4,747.07	4,653.17	9,400.24	
NJ DOT - Irving Avenue	159,500.00		159,500.00	
Other Special Items of Revenues:				
Host Benefit Fee (PL 1985 CH 38)	340,000.00		401,384.85	61,384.85
	<u>959,553.07</u>	<u>4,653.17</u>	<u>1,055,778.07</u>	<u>91,571.83</u>
Receipts from Delinquent Taxes	<u>160,000.00</u>		<u>210,742.39</u>	<u>50,742.39</u>
Subtotal General Revenues	1,746,886.07	4,653.17	1,893,853.46	142,314.22
Amount to be Raised by Taxes for				
Support to Municipal Budget -				
Local Tax for Municipal Purposes	<u>132,976.36</u>		<u>300,164.17</u>	<u>167,187.81</u>
Budget Totals	1,879,862.43	4,653.17	2,194,017.63	309,502.03
Nonbudget Revenues			<u>84,904.76</u>	<u>84,904.76</u>
	<u>\$ 1,879,862.43</u>	<u>\$ 4,653.17</u>	<u>\$ 2,278,922.39</u>	<u>\$ 394,406.79</u>

(Continued)

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Revenues - Regulatory Basis
For the Year Ended December 31, 2012

Analysis of Realized Revenue:

Allocation of Current Tax Collections:

Revenue from Collections	\$ 5,448,577.34
Allocated to:	
School and County	<u>5,496,731.85</u>
Deficiency in Support of Municipal Budget Revenues	(48,154.51)
Add:	
Appropriation: "Reserve for Uncollected Taxes"	<u>348,318.68</u>
Amount for Support of Municipal Budget Appropriations	<u>\$ 300,164.17</u>
<u>Receipts from Delinquent Taxes:</u>	
Delinquent Tax Collections	\$ 207,373.89
Tax Title Liens Collections	<u>3,368.50</u>
	<u>\$ 210,742.39</u>

(Continued)

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Revenues - Regulatory Basis
For the Year Ended December 31, 2012

Analysis of Non-Budget Revenue

Miscellaneous Revenue Not Anticipated:

Revenue Accounts Receivable:

Fees and Permits:

Housing Inspector	\$ 8,520.13	
Miscellaneous Clerk Receipts	295.49	
Planning Board Secretary	2,600.00	
Cable TV Franchise Fee	<u>7,618.82</u>	
		\$ 19,034.44

Tax Collector:

Return Check Charges	20.00	
Tax Search Fees	<u>42.00</u>	
		62.00

Treasurer:

Interest on Bank Deposits	6,961.52	
Property Lists	290.00	
Administrative Cost of Senior Citizen and Veterans Program	866.80	
Insurance Refund	4,061.07	
Street Openings	3,410.00	
Payments in Lieu of Taxes	5,500.00	
Miscellaneous Refunds	<u>4,538.50</u>	
	25,627.89	
Prepaid Payments in Lieu of Taxes	<u>6,000.00</u>	
		31,627.89

Tax Collector:

Interest on Bank Deposits	511.00	
Interest and Costs on Taxes	<u>31,857.82</u>	
		32,368.82

Statutory Excess - Animal Control Trust Fund	473.00	
Interest Earned - Due from Other Funds	<u>1,338.61</u>	
		<u>\$ 84,904.76</u>

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

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2012

	<u>Appropriations</u>		<u>Paid or</u>	<u>Expended</u>		<u>Unexpended</u>
	<u>Budget</u>	<u>Budget After</u>		<u>Encumbered</u>	<u>Reserved</u>	
		<u>Modification</u>	<u>Charged</u>			<u>Balance</u>
						<u>Cancelled</u>
OPERATIONS WITHIN "CAPS"						
GENERAL GOVERNMENT						
Administrative and Executive						
Salaries and Wages						
Other Expenses:						
Miscellaneous Other Expenses	\$ 147,950.00	\$ 147,950.00	\$ 147,849.50	\$	100.50	\$
Grant Administrator	43,750.00	43,750.00	30,017.98	3,123.04	10,608.98	
Other Expenses	1,000.00					
Municipal Clerk						
Salaries and Wages	48,925.00	48,925.00	48,923.00		2.00	
Other Expenses						
Public Information	6,333.00	6,333.00	4,326.70	800.00	1,206.30	
Printing and Legal Advertising	3,000.00	3,500.00	2,987.39	460.83	51.78	
Election Expenses						
Salaries and Wages	500.00	500.00			500.00	
Other Expenses	3,500.00	7,500.00	3,329.01		4,170.99	
Financial Administration						
Salaries and Wages	2,000.00	2,000.00	1,004.05		995.95	
Other Expenses	30,000.00	30,000.00	30,000.00			
Annual Audit						
Collection of Taxes						
Salaries and Wages	18,025.00	18,025.00	18,025.00		1,869.14	
Other Expenses	5,000.00	5,000.00	3,130.86			
Tax Search Officer						
Salaries and Wages	300.00	300.00	40.00		260.00	
Assessment of Taxes						
Salaries and Wages	23,930.00	23,930.00	23,624.00		306.00	
Other Expenses	4,000.00	4,000.00	2,466.52	619.25	914.23	
Tax Map Maintenance	4,000.00	4,000.00	2,185.51		1,814.49	
Tax Appeals	5,000.00	5,000.00	90.00		4,910.00	
Liquidation of Tax Title Liens and Foreclosed Property						
Other Expenses	1,000.00					
Legal Services and Costs:						
Other Expenses	20,000.00	20,500.00	19,742.45	358.99	398.56	

(Continued)

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2012

	<u>Appropriations</u>		<u>Paid or</u>		<u>Expended</u>		<u>Unexpended</u>
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Charged</u>		<u>Encumbered</u>	<u>Reserved</u>	<u>Balance Cancelled</u>
<u>OPERATIONS WITHIN "CAPS" (CONT'D)</u>							
<u>GENERAL GOVERNMENT (CONT'D)</u>							
Engineering Services and Costs							
Other Expenses	\$ 6,000.00	\$ 6,000.00	\$ 3,878.07	\$		2,121.93	\$
Economic Development							
Other Expenses	500.00	500.00				500.00	
Historical Society							
Other Expenses	1,000.00						
Planning Board							
Salaries and Wages	15,500.00	15,500.00	15,014.00			486.00	
Other Expenses	8,000.00	8,000.00	4,333.24		316.89	3,349.87	
Affordable Housing							
Other Expenses	2,000.00						
Housing and Zoning Officer							
Salaries and Wages	14,000.00	14,000.00	9,086.89			4,913.11	
Other Expenses	650.00	650.00	467.71			182.29	
Flood Insurance Officer							
Salaries and Wages	100.00	100.00				100.00	
Other Expenses	100.00	100.00				100.00	
Insurance							
Disability Insurance	1,000.00	1,000.00				1,000.00	
Liability Insurance	17,400.00	17,400.00	17,400.00				
Workers Compensation	48,200.00	48,200.00	47,531.00			669.00	
Group Health	125,000.00	125,000.00	114,773.27			10,226.73	
Health Insurance Opt-out Payment	2,500.00	2,500.00	2,166.58			333.42	
<u>PUBLIC SAFETY</u>							
Emergency Management							
Salaries and Wages	4,300.00	4,300.00	4,276.06			23.94	
Other Expenses	5,000.00	5,200.00	2,521.53		20.00	2,658.47	
First Aid Organization							
Other Expenses	23,800.00	30,078.00	20,902.09		7,165.91	2,010.00	

(Continued)

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2012

	<u>Appropriations</u>		<u>Paid or</u>		<u>Expended</u>		<u>Unexpended</u>
	<u>Budget</u>	<u>Budget After</u>	<u>Charged</u>	<u>Encumbered</u>	<u>Reserved</u>	<u>Cancelled</u>	
		<u>Modification</u>					
<u>OPERATIONS WITHIN "CAPS" (CONT'D)</u>							
<u>PUBLIC SAFETY (CONT'D)</u>							
Fire							
Other Expenses:							
Rosenhayn Fire Company							
Miscellaneous Other Expenses	\$ 34,000.00	\$ 36,000.00	\$ 30,275.17	\$ 3,231.44	\$ 2,493.39	\$	
Educational Materials	4,000.00	4,000.00	783.99	3,004.97	211.04		
Training	7,000.00	7,000.00	6,250.00	750.00			
<u>STREETS AND ROADS</u>							
Road Repair and Maintenance							
Salaries and Wages	500.00	500.00	500.00				
Other Expenses	16,000.00	16,000.00	5,579.96		10,420.04		
Recycling Coordinator							
Salaries and Wages	3,775.00	775.00	711.45		63.55		
Other Expenses	100.00	100.00			100.00		
Snow Removal							
Salaries and Wages	1,500.00						
Public Buildings and Grounds							
Salaries and Wages	94,250.00	94,250.00	63,349.04		30,900.96		
Other Expenses							
Miscellaneous Other Expenses	33,000.00	36,300.00	26,547.22	1,183.15	8,569.63		
<u>HEALTH AND WELFARE</u>							
Senior Citizen Director							
Salaries and Wages	15,234.00	15,234.00	13,393.20		1,840.80		
Nutritional Center							
Other Expenses	500.00	422.00			422.00		
Dog Regulation							
Salaries and Wages	3,000.00	3,000.00			3,000.00		
Other Expenses (N.J.S.A. 40A:4-85 \$1,700.00-)	6,500.00	4,800.00	4,365.00		435.00		
Sheltering (N.J.S.A. 40A:4-85 \$1,700.00+)	4,800.00	6,500.00	6,255.00		245.00		

(Continued)

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2012

	<u>Appropriations</u>		<u>Paid or</u>		<u>Expended</u>		<u>Unexpended</u>
	<u>Budget</u>	<u>Budget After</u>	<u>Charged</u>		<u>Encumbered</u>	<u>Reserved</u>	<u>Balance</u>
		<u>Modification</u>					<u>Cancelled</u>
<u>OPERATIONS WITHIN "CAPS" (CONT'D)</u>							
<u>HEALTH AND WELFARE (CONT'D)</u>							
Environmental Control Officer							
Salaries and Wages	\$ 5,200.00	\$ 1,700.00	\$ 1,583.44	\$		\$ 116.56	\$
Other Expenses	100.00	100.00				100.00	
Infectious Control Officer							
Salaries and Wages	404.00	404.04	404.04				
Other Expenses	1,000.00	999.96	968.28			31.68	
<u>RECREATION AND EDUCATION</u>							
Board of Recreation Commissioners							
Salaries and Wages	1,700.00	1,700.00	1,692.00			8.00	
Other Expenses	11,000.00	11,000.00	10,504.16		100.00	395.84	
<u>UTILITIES</u>							
Street Lighting	45,000.00	45,000.00	34,887.38			10,112.62	
Electric	45,300.00	45,300.00	31,273.88			14,026.12	
Telephone	11,700.00	11,700.00	9,282.90		220.04	2,197.06	
Gas/Fuel	16,800.00	16,800.00	14,202.40		1,216.63	1,380.97	
Natural Gas	17,000.00	17,000.00	5,105.80			11,894.20	
<u>LANDFILL AND SOLID WASTE DISPOSAL COSTS</u>							
Landfill Post closure Costs	6,700.00	6,700.00	2,941.23		2,860.00	898.77	
Sanitary Landfill							
Other Expenses	5,000.00	5,000.00	3,800.00			1,200.00	
<u>MUNICIPAL COURT</u>							
Municipal Court							
Salaries and Wages	2,800.00	2,800.00	2,274.92			525.08	
Other Expenses:							
Security Guard Services	120.83	120.83	112.00			8.83	
Miscellaneous Other Expenses	775.00	775.00	628.80			146.20	
Municipal Prosecutor							
Salaries and Wages	908.33	908.33	758.56			149.77	
Other Expenses	83.33	83.33				83.33	
Public Defender							
Salaries and Wages	502.50	502.50	394.70			107.80	
Other Expenses	83.33	83.33				83.33	

(Continued)

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2012

	<u>Appropriations</u>		<u>Expended</u>		<u>Unexpended</u>
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Encumbered</u>	<u>Balance Cancelled</u>
<u>OPERATIONS WITHIN "CAPS" (CONT'D)</u>					
<u>UNCLASSIFIED</u>					
Celebration of a Public Event					
Uniform Construction Code--Appropriation Offset by					
Dedicated Revenues (N.J.A.C. 5:23-4.17)	\$ 1,000.00	\$ 500.00	\$	\$	\$ 500.00
Construction Code Official					
Other Expenses	1,000.00	1,000.00	784.44		215.56
Sub-Code Officials					
Plumbing Inspector					
Salaries and Wages	8,000.00	8,000.00	5,657.00		2,343.00
Electrical Inspector					
Salaries and Wages	7,000.00	7,246.00	7,246.00		
Demolition Official					
Other Expenses	5,000.00	1,754.00			1,754.00
TOTAL OPERATIONS - WITHIN "CAPS"	1,061,599.32	1,061,799.32	872,604.37	25,431.14	163,763.81
TOTAL OPERATIONS - WITHIN "CAPS"					
Detail:					
Salaries and Wages	418,303.83	410,549.87	364,802.80		45,747.07
Other Expenses	643,295.49	651,249.45	507,801.57	25,431.14	118,016.74
<u>DEFERRED CHARGES AND STATUTORY EXPENDITURES</u>					
<u>- MUNICIPAL WITHIN "CAPS"</u>					
Overexpenditure of Appropriations	947.36	947.36	947.36		
Contribution to:					
Public Employees' Retirement System					8.00
Social Security System (O.A.S.I.)	45,000.00	45,000.00	44,992.00		9,474.04
Defined Contribution Retirement Program	42,000.00	42,000.00	32,525.96		49.39
	300.00	300.00	250.61		
TOTAL DEFERRED CHARGES AND STATUTORY					
EXPENDITURES - MUNICIPAL WITHIN "CAPS"	88,247.36	88,247.36	78,715.93		9,531.43
TOTAL GENERAL APPROPRIATIONS FOR					
MUNICIPAL PURPOSES WITHIN "CAPS"	1,149,846.68	1,150,046.68	951,320.30	25,431.14	173,295.24

(Continued)

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2012

	<u>Appropriations</u>		<u>Paid or</u>	<u>Expended</u>		<u>Unexpended</u>
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Charged</u>	<u>Encumbered</u>	<u>Reserved</u>	<u>Balance Cancelled</u>
<u>OPERATIONS EXCLUDED FROM "CAPS":</u>						
Matching Funds for Grants	\$ 20,000.00	\$ 20,000.00	\$ 9,000.00	\$	\$ 20,000.00	\$
Length of Service Award Program (LOSAP)	9,000.00	9,000.00				
Zoning Officer - Shared Services						
Salaries and Wages - Downe	3,100.00	3,100.00	3,100.00			
Salaries and Wages - Lawrence	7,100.00	7,100.00	7,100.00			
Shared Municipal Court - Other Expenses	52,000.00	52,000.00	51,192.46		807.54	
Interlocal Service Agreement with Upper Deerfield Twp						
Construction Code Official	23,000.00	23,000.00	22,773.56		226.44	
Interlocal Service Agreement with Bridgeton City						
Certified Municipal Financial Officer Services	15,000.00	15,000.00	15,000.00			
Additional Revenue Offset with Appropriations:						
EMS/Ambulance Service						
Salaries and Wages	50,000.00	46,700.00	27,086.50		19,613.50	
Other Expenses	15,000.00	18,100.00	15,167.07	1,579.00	1,353.93	
<u>TOTAL OPERATIONS EXCLUDED FROM "CAPS"</u>	<u>194,200.00</u>	<u>194,000.00</u>	<u>150,419.59</u>	<u>1,579.00</u>	<u>42,001.41</u>	
<u>PUBLIC AND PRIVATE PROGRAMS OFFSET BY REVENUES:</u>						
Clean Communities (N.J.S.A.40A-4-87, \$4,653.17+)	4,747.07	9,400.24	9,400.24			
New Jersey DOT Trust Fund Authority Act:						
Irving Avenue	159,500.00	159,500.00	159,500.00			
<u>TOTAL PUBLIC AND PRIVATE PROGRAMS OFFSET BY REVENUES</u>	<u>164,247.07</u>	<u>168,900.24</u>	<u>168,900.24</u>			
<u>TOTAL OPERATIONS - EXCLUDED FROM "CAPS"</u>	<u>358,447.07</u>	<u>362,900.24</u>	<u>319,319.83</u>	<u>1,579.00</u>	<u>42,001.41</u>	
Detail:						
Salaries and Wages	60,200.00	56,900.00	37,286.50		19,613.50	
Other Expenses	298,247.07	306,000.24	282,033.33	1,579.00	22,387.91	
<u>CAPITAL IMPROVEMENTS - EXCLUDED FROM "CAPS"</u>						
Capital Improvement Fund	20,000.00	20,000.00	20,000.00			
<u>MUNICIPAL DEBT SERVICE - EXCLUDED FROM "CAPS"</u>						
Interest on Notes	3,250.00	3,250.00	3,221.03			28.97
<u>TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES EXCLUDED FROM "CAPS"</u>	<u>381,697.07</u>	<u>386,150.24</u>	<u>342,540.86</u>	<u>1,579.00</u>	<u>42,001.41</u>	<u>28.97</u>

(Continued)

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2012

	Appropriations		Paid or		Expended		Unexpended
	Budget	Budget After Modification	Charged		Encumbered	Reserved	Balance Cancelled
SUBTOTAL GENERAL APPROPRIATIONS	\$ 1,531,543.75	\$ 1,536,196.92	\$ 1,293,861.16	\$	27,010.14	\$ 215,296.65	\$ 28.97
RESERVE FOR UNCOLLECTED TAXES	348,318.68	348,318.68	348,318.68				
TOTAL GENERAL APPROPRIATIONS	<u>\$ 1,879,862.43</u>	<u>\$ 1,884,515.60</u>	<u>\$ 1,642,179.84</u>	<u>\$</u>	<u>27,010.14</u>	<u>\$ 215,296.65</u>	<u>\$ 28.97</u>
Budget		\$ 1,879,862.43					
Appropriation by 40A:4-87		4,653.17					
Reserve for Federal, State and Other Grants Appropriated			\$ 168,900.24				
Reserve for Uncollected Taxes			348,318.68				
Deferred Charges:							
Overexpenditure of Appropriation Reserve			947.36				
Disbursed			1,124,013.56				
		<u>\$ 1,884,515.60</u>	<u>\$ 1,642,179.84</u>	<u>\$</u>			

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

TOWNSHIP OF DEERFIELD

TRUST FUNDS

Statements of Assets, Liabilities, Reserves and Fund Balances - Regulatory Basis

As of December 31, 2012 and 2011

	<u>Ref.</u>	<u>2012</u>	<u>2011</u>
<u>ASSETS</u>			
Animal Control Fund:			
Cash - Treasurer	SB-1	\$ 2,094.00	\$ 3,961.20
Other Funds:			
Cash - Treasurer	SB-1	<u>249,760.27</u>	<u>263,704.28</u>
		<u>\$ 251,854.27</u>	<u>\$ 267,665.48</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Animal Control Fund:			
Reserve for Animal Control Expenditures	SB-2	\$ 1,621.00	\$ 1,765.00
Due to Current Fund	SB-3	<u>473.00</u>	<u>2,196.20</u>
		<u>2,094.00</u>	<u>3,961.20</u>
Other Funds:			
Due to Current Fund	SB-5	8,381.23	21,411.12
Due to State of N.J.-Sales Tax	SB-6		214.50
Miscellaneous Trust Reserves:			
Unemployment Compensation	SB-7	23,000.81	21,988.64
Developers' Escrow	SB-7	39,933.59	27,675.96
Developers' Bid Bonds	SB-7	127.69	127.69
Fire Penalties and Fines	SB-7	19,443.15	1,020.23
Accumulated Absences	SB-7	14,664.95	27,636.88
Snow Removal	SB-7	16,049.85	16,501.06
Recreation Fund	SB-7	65,995.67	91,322.48
Miscellaneous Trust Escrows:			
Sanitary Landfill Escrow	SB-8	9,249.90	9,242.29
Security Deposit Tent Rentals	SB-8	275.00	225.00
Tax Sale Premiums	SB-8	50,600.00	44,300.00
Redemption of Tax Title Liens	SB-8	<u>2,038.43</u>	<u>2,038.43</u>
		<u>249,760.27</u>	<u>263,704.28</u>
		<u>\$ 251,854.27</u>	<u>\$ 267,665.48</u>

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

TOWNSHIP OF DEERFIELD
GENERAL CAPITAL FUND
 Statements of Assets, Liabilities, Reserves and Fund Balances - Regulatory Basis
 As of December 31, 2012 and 2011

	<u>Ref.</u>	<u>2012</u>	<u>2011</u>
<u>ASSETS</u>			
Cash	SC-1	\$ 283,321.00	\$ 357,370.45
Deferred Charges to Future Taxation:			
Funded	SC-3	50,000.00	100,000.00
Unfunded	SC-4	<u>170,000.00</u>	<u>170,000.00</u>
		\$ <u>503,321.00</u>	\$ <u>627,370.45</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Cumberland County Improvement Authority -			
Loans Payable	SC-8	\$ 50,000.00	\$ 100,000.00
Bond Anticipation Notes	SC-9	170,000.00	170,000.00
Improvement Authorizations:			
Funded	SC-5	27,626.41	84,328.63
Unfunded	SC-5	15,328.59	15,598.59
Reserve for Encumbrances	SC-5	2,676.00	
Reserve for Computer - UCC	SC-10		956.00
Reserve for Gas Heater - Lobby	SC-11		4,000.00
Due to Current Fund	SC-6	1,208.14	42,040.00
Capital Improvement Fund	SC-7	182,974.01	153,689.38
Fund Balance	C-1	<u>53,507.85</u>	<u>56,757.85</u>
		\$ <u>503,321.00</u>	\$ <u>627,370.45</u>

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

TOWNSHIP OF DEERFIELD
GENERAL CAPITAL FUND
Statement of Fund Balance - Regulatory Basis
For the Year Ended December 31, 2012

Balance Dec. 31, 2011	\$ 56,757.85
Decreased by:	
Payment to Current Fund as Anticipated Revenue	<u>3,250.00</u>
Balance Dec. 31, 2012	<u><u>\$ 53,507.85</u></u>

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

TOWNSHIP OF DEERFIELD
GENERAL FIXED ASSET ACCOUNT GROUP
Statement of General Fixed Assets Group of Accounts
For the Year Ended December 31, 2012

	Balance <u>December 31, 2011</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>December 31, 2012</u>
General Fixed Assets:				
Land	\$ 448,900.00	\$	\$	\$ 448,900.00
Buildings and Improvements	1,259,710.00			1,259,710.00
Machinery and Equipment	<u>1,457,232.37</u>	<u>7,942.16</u>	<u>91,607.00</u>	<u>1,373,567.53</u>
Total General Fixed Assets	<u>\$ 3,165,842.37</u>	<u>\$ 7,942.16</u>	<u>\$ 91,607.00</u>	<u>\$ 3,082,177.53</u>
 Total Investment in General Fixed Assets	 <u>\$ 3,165,842.37</u>	 <u>\$ 7,942.16</u>	 <u>\$ 91,607.00</u>	 <u>\$ 3,082,177.53</u>

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

TOWNSHIP OF DEERFIELD
Notes to Financial Statements
For the Year Ended December 31, 2012

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

Description of Financial Reporting Entity - The Township of Deerfield was incorporated in 1798. The Township is located in Cumberland County and is primarily a rural farming area approximately 16.8 square miles in land area. The Township provides its citizens the following services: Public improvements, planning and zoning, construction and housing code enforcement, recreational activities, as well as, general administrative services. The population according to the 2010 census is 3,119.

A Township Committee consisting of five members represents the Township's governmental structure. Members of the Township Committee are elected every three years. Among the members of the Township Committee, the mayor is appointed at the annual reorganization meeting. Executive responsibility rests with the Mayor, who is assisted by the Township Committee. The Township Administrator handles the daily administrative tasks.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

School Taxes - The municipality is responsible for levying, collecting and remitting school taxes for the Township of Deerfield School District and the Cumberland Regional High School District. Operations is charged for the full amount required to be raised from taxation to operate the local and regional school district for the period from July 1, 2012 to June 30, 2013.

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

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

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

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

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

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

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

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

Note 2: **CASH AND CASH EQUIVALENTS**

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

As of December 31, 2012, the Township's bank balances of \$3,682,248.90 were exposed to custodial credit risk as follows:

Uninsured and Collateralized with Securities Held by Pledging Financial Institutions	<u>\$2,932,248.90</u>
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Note 3: **PROPERTY TAXES**

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

Comparative Schedule of Tax Rates

	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
Tax Rate	<u>\$2.967</u>	<u>\$3.075</u>	<u>\$2.980</u>	<u>\$2.948</u>	<u>\$3.223</u>
Apportionment of Tax Rate:					
Municipal	\$.070	\$.050	\$.011	\$.011	\$.011
County	1.032	1.091	1.037	1.053	1.220
County Health	.043	.044	.048	.050	.057
County Open Space Preservation	.012	.012	.013	.013	.014
Trust Fund					
Local School	1.338	1.336	1.342	1.295	1.309
Regional High School	.472	.542	.529	.526	.612

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

2012	\$189,386,599.00
2011	187,619,461.00
2010	185,633,978.00
2009	186,638,215.00
2008	183,451,765.00

Comparison of Tax Levies and Collections

<u>Year</u>	<u>Tax Levy</u>	<u>Collections</u>	<u>Percentage of Collections</u>
2012	\$5,635,021.87	\$5,448,577.84	96.69%
2011	5,798,002.56	5,563,197.20	95.95%
2010	5,497,928.26	5,292,432.59	96.26%
2009	5,542,450.83	5,354,064.19	96.60%
2008	5,994,667.35	5,762,258.55	96.12%

Delinquent Taxes and Tax Title Liens

<u>Year</u>	<u>Tax Title Liens</u>	<u>Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2012	\$104,987.57	\$152,016.01	\$257,003.58	4.56%
2011	66,616.74	212,519.18	279,135.92	4.81%
2010	45,680.06	187,629.38	233,309.44	4.24%
2009	15,657.11	180,754.44	196,411.55	3.54%
2008	9,119.55	231,200.48	240,320.03	4.00%

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

<u>Year</u>	<u>Number</u>
2012	29
2011	27
2010	28
2009	14
2008	6

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

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

<u>Year</u>	<u>Amount</u>
2012	\$128,900.00
2011	95,400.00
2010	95,400.00
2009	95,400.00
2008	95,400.00

Note 5: **FUND BALANCES APPROPRIATED**

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

<u>Year</u>	<u>Balance Dec. 31</u>	<u>Utilized In Budget of Succeeding Year</u>	<u>Percentage of Fund Balance Used</u>
<u>Current Fund</u>			
2012	\$1,229,933.31	\$597,500.00(1)	48.57%
2011	1,212,810.66	627,333.00	51.72%
2010	1,389,019.58	589,500.00	42.44%
2009	1,713,857.06	711,750.00	41.53%
2008	1,677,201.37	618,550.00	36.87%

(1) Budget as Introduced on April 3, 2013

Note 6: **INTERFUND RECEIVABLES AND PAYABLES**

The following interfund balances were recorded on the various statements of assets, liabilities, reserves and fund balance as of December 31, 2012:

<u>Fund</u>	<u>Interfunds Receivable</u>	<u>Interfunds Payable</u>
Current Fund	\$10,062.37	\$17,329.80
Federal, State and Other Grant Fund	17,329.80	
Animal Control Trust Fund		473.00
Trust-- Other Funds		8,381.23
General Capital Fund		1,208.14
	<u>\$27,392.17</u>	<u>\$27,392.17</u>

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

Note 7: **PENSION PLANS**

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

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

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

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

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

<u>Year</u>	<u>Normal Contribution</u>	<u>Accrued Liability</u>	<u>Total Liability</u>	<u>Paid by Township</u>
2012	\$19,137.00	\$28,198.00	\$44,640.00	\$47,335.00
2011	18,503.00	24,631.00	43,134.00	43,134.00
2010	19,313.00	18,844.00	38,157.00	38,157.00

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

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

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

The Township's contribution were as follows:

<u>Fiscal Year</u>	<u>Total Liability</u>	<u>Funded by Township</u>
2012	\$ 706.51	\$ 249.36
2011	N/A	-
2010	N/A	-

Note 8: **POSTEMPLOYMENT HEALTHCARE BENEFITS PLAN**

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

The SHBP was extended to employees, retirees, and dependents of participating local public employers in 1964. Local employers must adopt a resolution to participate in the SHBP. In 2005, the Township authorized participation in the SHBP's post-retirement benefit program through resolution number 05-141. Upon retirement, full-time employees with a minimum of twenty-five years of service with the Township are entitled to paid health benefits for themselves and their spouse. The Township pays 100% of the cost for each eligible employee for a period of five years after retirement. After the five year period, health benefits are paid on a 80/20 split of the retiree's current health plan, with the Township paying 80% of the health benefits received and the retiree paying 20% for a period of ten years or upon the retiree receiving Medicare, whichever is sooner.

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

Note 8: POSTEMPLOYMENT HEALTHCARE BENEFITS PLAN (CONT'D)

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

Contributions to pay for the health premiums of participating retirees in the SHBP are billed to the Township on a monthly basis. The Township is required by New Jersey municipal accounting policy to fund these benefits on a pay-as-you-go basis and therefore does not record accrued expenses related to these benefits.

The Township contributions to SHBP for the years ended December 31, 2012, 2011, and 2010, were \$23,441.00, \$0, and \$4,573.20, respectively, which equaled the required contributions for each year. There were approximately 1, 0 and 1 retired participants eligible at December 31, 2012, 2011, and 2010, respectively.

Note 9: COMPENSATED ABSENCES

Full-time employees are entitled to fifteen paid sick leave days each year. Unused sick leave may be accumulated and carried forward to the subsequent year. Vacation days not used during the year may not be accumulated and carried forward. The Township also allows for employees to accumulate overtime as comp time but unused amounts are used prior to termination or retirement.

The Township of Deerfield compensates employees for one-half of the unused sick leave upon termination or retirement. The current policy provides one compensated day for every two days accumulated. There is a maximum pay-out of \$13,000.00. Time is paid at the rate of pay upon termination or retirement.

The Township has established a Compensated Absences Trust Fund to set aside funds for future payments of compensated absences. At December 31, 2012 the balance of the fund was \$14,664.95. It is estimated that, at December 31, 2012, accrued benefits for compensated absences are valued at \$37,392.97.

Note 10: DEFERRED COMPENSATION SALARY ACCOUNT

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

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

Note 11: LENGTH OF SERVICE AWARDS PROGRAM

The Township's Length of Service Awards Program (LOSAP) was created by a Township Ordinance adopted on August 30, 2000 pursuant to Section 457 (e)(11)(13) of the Internal Service Code of 1986, as amended, except for provisions added by reason of the Length of Service Award Program as enacted into federal law in 1997. The voters of the Township of Deerfield approved the adoption of the LOSAP at the general election held on November 7, 2000, and the first year of eligibility for entrance into the LOSAP by qualified volunteers was calendar year 2002. The LOSAP provides tax deferred income benefits to active volunteer firefighters and emergency medical personnel.

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

As required by N.J.A.C. 5:30-14.49, the Township must have an annual review of its LOSAP performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

Note 12: SANITARY LANDFILL ESCROW CLOSURE FUND

The Township of Deerfield operated a municipal landfill until 1986 at which time the Cumberland County Improvement Authority selected the site as the Cumberland County Solid Waste complex in the Township of Deerfield (Host Community). The Sanitary Landfill Facility Closure and Contingency Fund Act of 1981 was enacted to provide funding, during the life of the landfill, of costs associated with the closure of sanitary landfills. The Act requires the owner or operator of every sanitary landfill to establish an escrow account for closure and deposit, on a monthly basis, an amount equal to \$1.00 per ton of solid waste accepted for disposal. No withdrawals may be made from the fund without written approval from the State Department of Environmental Protection and Energy. This escrow account has a balance of \$9,249.90 as of December 31, 2012.

On December 30, 1998, the Township of Deerfield received notification of approval from the State of New Jersey Department of Environmental Protection relative to the Sanitary Landfill Closure/Post-Closure Plan. The total costs associated with closure and post-closure care was projected to be approximately \$663,695.00 at that time. The Township so far has expended about \$300,000.00 on closure costs. Any funding needed for any closure and post closure costs other than amounts funded by the Sanitary Landfill Facility Closure and Contingency Fund Escrow would need to be appropriated through the Township budget, a capital ordinance or other funding source. The Township did not expend any funds during 2012 for post-closure costs.

Note 13: **CAPITAL DEBT****Summary of Debt**

	<u>Year 2012</u>	<u>Year 2011</u>	<u>Year 2010</u>
<u>Issued</u>			
General:			
Bonds and Notes	\$220,000.00	\$270,000.00	\$150,000.00
Total Issued	220,000.00	270,000.00	150,000.00
<u>Authorized but not Issued</u>			
General:			
Bonds and Notes	---	---	170,000.00
Total Authorized but Not Issued	---	---	170,000.00
Total Issued and Authorized but Not Issued	220,000.00	270,000.00	320,000.00
Net Debt	\$220,000.00	\$270,000.00	\$320,000.00

Summary of Statutory Debt Condition - Annual Debt Statement

The summarized statement of debt condition which follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicated a statutory net debt of 0.103%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Regional School District	\$1,332,408.05	\$1,332,408.05	
Local School District	1,630,000.00	1,630,000.00	
General	220,000.00		\$220,000.00
	<u>\$3,182,408.05</u>	<u>\$2,962,408.05</u>	<u>\$220,000.00</u>

Net Debt \$220,000.00 divided by the Equalized Valuation Basis per N.J.S.A.40A:2-2 as amended, \$213,691,069.97 equals 0.103%

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

3 1/2% of Equalized Valuation Basis (Municipal)	\$7,479,187.43
Net Debt	<u>220,000.00</u>
Remaining Borrowing Power	<u>\$7,259,187.43</u>

Note 13: **CAPITAL DEBT (CONT'D)****Schedule of Annual Debt Service for Principal and Interest for Bonded Debt Issued and Outstanding**

Cumberland County Improvement Authority Loans

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2013	\$50,000.00	\$1,500.00	\$51,500.00

The Township received a loan from the Cumberland County Improvement Authority

(1) The Loan was issued on June 1, 2007 has a 3% rate of interest and has a principal balance at Dec. 31, 2012 of \$50,000. Principal payments are \$50,000 per year but are forgivable at the payment due date.

(2) The Rosenhayn Fire Company has agreed to make the interest payments on this loan.

Note 14: **JOINT INSURANCE POOL**

The Township of Deerfield is a member of the Atlantic County Municipal Joint Insurance Fund. The Fund provides its members with the following coverage:

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

The Atlantic County Municipal Joint Insurance Fund is a member of the Municipal Excess Liability Joint Insurance Fund (MEL).

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

The Fund provides the Township (Borough)(City) with the following coverage:

Crime
 Casualty
 Public Officials and Employment Liability
 Volunteer Emergency Services – Directors & Officers
 Property - Blanket Building and Grounds
 General and Automobile Liability

Contributions to the Fund, are payable in an annual premium and is based on actuarial assumptions determined by the Fund's actuary. The Township's agreement with the pool provides that the pool will be self-sustaining through member premiums and will reinsure through the Municipal Excess Liability Joint Insurance Fund for claims in excess of \$50,000 to \$200,000 based on the line of coverage for each insured event.

Note 14: JOINT INSURANCE POOL (CONT'D)

The Fund publishes its own financial report for the year ended December 31, 2012, which can be obtained from:

Atlantic County Municipal Joint Insurance Fund
Greentree Centre/525 Lincoln Drive West
PO BOX 488
Marlton, New Jersey 08053

Note 15: NEW JERSEY UNEMPLOYMENT COMPENSATION INSURANCE

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

<u>Year</u>	<u>Township Contributions</u>	<u>Amount Reimbursed</u>	<u>Ending Balance</u>
2012	None	\$1,012.17	\$23,000.81
2011	None	6,254.01	21,988.64
2010	None	2,457.91	27,864.10

It is estimated that there are no unreimbursed payments on behalf of the Township at December 31, 2012.

SUPPLEMENTAL EXHIBITS

SUPPLEMENTAL EXHIBITS

CURRENT FUND

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Current Cash--Treasurer
For the Year Ended December 31, 2012

	Current Fund	Federal, State and Other Grant Fund
Balance Dec. 31, 2011	\$ 3,184,566.50	\$ ---
Increased by Receipts:		
Collector	\$ 5,359,577.23	\$
Homestead Rebate	167,744.25	
Miscellaneous Revenue Not Anticipated	25,627.89	
Energy Receipts Tax	295,762.00	
Consolidated Municipal Property Tax Relief Act	4,644.00	
Due from State of New Jersey (CH.73, P.L. 1976)	43,339.94	
Revenue Accounts Receivable	602,256.27	
Payroll Funds	504,373.12	
Federal, State and Other Grant Fund	50,795.01	
Animal Control Trust Other Fund	2,199.85	
Trust Other Fund	18,482.28	
General Capital Fund	42,040.00	
Capital Fund Balance	3,250.00	
Federal, State and Other Grants Receivable		206,904.63
Federal, State and Other Grants Unappropriated		5,109.31
	<u>7,120,091.84</u>	<u>212,013.94</u>
	10,304,658.34	212,013.94
Decreased by Disbursements:		
2012 Appropriations	1,124,013.56	
2011 Appropriation Reserves	51,780.25	
County Taxes	2,058,804.12	
Due County for Added and Omitted Taxes	10,704.87	
Local District School Tax	2,520,716.48	
Regional High School Tax	955,404.25	
Refund Tax Overpayment	8,470.53	
Payroll Funds	505,793.30	
Refund of Prior Year Revenue	320.00	
Trust Other Fund	18,051.08	
NJ Sales Tax - Recreation Fund	173.25	
Current Fund		50,795.01
Reserve for Federal, State and Other Grants - Appropriated		161,218.93
	<u>7,254,231.69</u>	<u>212,013.94</u>
Balance Dec. 31, 2012	<u>\$ 3,050,426.65</u>	<u>\$ ---</u>

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Current Cash--Collector
For the Year Ended December 31, 2012

Balance Dec. 31, 2011		\$ 145,306.56
Increased by:		
Taxes Receivable	\$ 5,358,031.57	
Tax Title Liens	3,368.50	
Revenue Accounts Receivable	62.00	
Prepaid Taxes	85,004.49	
Tax Overpayments	15,152.96	
Miscellaneous Revenue Not Anticipated	<u>32,368.82</u>	
		<u>5,493,988.34</u>
		5,639,294.90
Decreased by:		
Payments to Treasurer	<u>5,359,577.23</u>	
		<u>5,359,577.23</u>
Balance Dec. 31, 2012		<u>\$ 279,717.67</u>

TOWNSHIP OF DEERFIELD
CURRENT FUND
Schedule of Change Funds
For the Year Ended December 31, 2012

<u>Office</u>	<u>Amount</u>
Municipal Clerk	\$ 25.00
Municipal Court Administrator	50.00
Tax Collector	200.00
Construction Code Official	<u>50.00</u>
	\$ <u><u>325.00</u></u>

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Taxes Receivable and Analysis of Property Tax Levy
For the Year Ended December 31, 2012

<u>Year</u>	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>2012 Levy</u>	<u>Added/Rollback</u> <u>Taxes</u>	<u>2011</u>	<u>Collections</u> <u>2012</u>	<u>Canceled</u>	<u>To</u> <u>Arrears</u>	<u>To Tax</u> <u>Title Liens</u>	<u>Balance</u> <u>Dec. 31, 2012</u>
Arrears \$	\$	\$	\$	\$	\$	\$	\$	\$	\$
2010	1,041.19		1,103.93		1,761.86		(381.03)		2.23
2011	211,477.99		8,019.28		205,612.03	36.79	(4,275.55)	9,570.07	2.83
2012	212,519.18	5,635,021.87	9,123.21	82,932.21	207,373.89	36.79	2,821.32	9,570.07	7,482.96
					5,365,645.13	8,175.58	(2,821.32)	30,914.58	144,533.05
\$	<u>212,519.18</u>	<u>5,635,021.87</u>	<u>9,123.21</u>	<u>82,932.21</u>	<u>5,573,019.02</u>	<u>8,212.37</u>	<u>\$</u>	<u>\$</u>	<u>152,016.01</u>
Taxes Receivable									
Homestead Rebate									
Senior Citizens and Veterans									
			\$	5,358,031.57					
				167,744.25					
				47,243.20					
			\$	<u>5,573,019.02</u>					
Analysis of 2012 Property Tax Levy									
<u>Tax Yield:</u>									
General Property Tax									
Added & Omitted Taxes (54.4-63.1 et seq.)									
			\$	5,609,911.23					
				25,110.64					
			\$	<u>5,635,021.87</u>					
<u>Tax Levy:</u>									
Local School District Tax									
Regional High School Tax									
				2,534,912.00					
				893,744.99					
County Taxes:									
County Tax									
Local Health Service Tax									
Open Space Preservation Trust Fund Tax									
Due County for Added & Omitted Taxes									
			\$	1,954,939.50					
				81,921.05					
				21,943.57					
				9,270.74					
Total County Taxes									
				2,068,074.86					
Local Tax for Municipal Purposes									
Add: Additional Tax Levied									
				132,976.36					
				5,313.66					
				<u>138,290.02</u>					
			\$	<u>5,635,021.87</u>					

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Tax Title Liens
For the Year Ended December 31, 2012

Balance Dec. 31, 2011		\$ 66,616.74
Increased by:		
Transfers from Taxes Receivable	\$ 40,484.65	
Interest and Costs on Taxes	<u>1,288.95</u>	
		<u>41,773.60</u>
		108,390.34
Decreased by:		
Transfer to Overpayments	34.27	
Collections	<u>3,368.50</u>	
		<u>3,402.77</u>
Balance Dec. 31, 2012		<u><u>\$ 104,987.57</u></u>

Exhibit SA-6

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Due From State of New Jersey
Veterans' And Senior Citizens' Deductions
For the Year Ended December 31, 2012

Balance Dec. 31, 2011		\$ 15,571.28
Increased by:		
Deductions per Tax Billing:		
Senior Citizens	\$ 17,250.00	
Veterans	<u>28,000.00</u>	
	45,250.00	
Deductions Allowed by Collector - 2012 Taxes	<u>2,846.62</u>	
	48,096.62	
Deductions Disallowed by Collector - 2012 Taxes	<u>(853.42)</u>	
		<u>47,243.20</u>
		62,814.48
Decreased by:		
Senior Citizens Deductions Disallowed by Tax Collector - 2011 Taxes	2,250.00	
Collection	<u>43,339.94</u>	
		<u>45,589.94</u>
Balance Dec. 31, 2012		<u><u>\$ 17,224.54</u></u>

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Deferred Charges
For the Year Ended December 31, 2012

	Balance <u>Dec. 31, 2011</u>	2012 Budget <u>Appropriation</u>
Overexpenditure of Appropriations	\$ <u>947.36</u>	\$ <u>947.36</u>

Exhibit SA-8

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Due from Employee
For the Year Ended December 31, 2012

Balance Dec. 31, 2011	\$ 3,310.92
Decreased by:	
Canceled	\$ <u>3,310.92</u>

TOWNSHIP OF DEERFIELD
CURRENT FUND
 Statement of Revenue Accounts Receivable
 For the Year Ended December 31, 2012

	Balance Dec. 31, 2011	Accrued In 2012	Collected		Balance Dec. 31, 2012
			Treasurer	Collector	
Township Clerk:					
Licenses:					
Alcoholic Beverages		4,470.00	4,470.00		\$
Other	52.00	969.00	1,021.00		
Miscellaneous Fees	75.00	190.49	215.49		50.00
Improvement Searches	80.00		80.00		
Tax Collector:					
Tax Searches		42.00		42.00	
Return Check Fees		20.00		20.00	
Payments in Lieu of Taxes (N.J.S.A. 40A:2-21 et. seq.)		1,043.42			1,043.42
Construction Code Official:					
Fees and Permits	2,257.00	67,362.00	66,306.00		3,313.00
Municipal Court:					
Fines and Costs	1,124.32	27,161.60	25,519.07		2,766.85
Housing Inspector:					
Fees and Permits	120.00	8,400.13	8,520.13		
Planning Board Secretary:					
Fees and Permits	100.00	2,500.00	2,600.00		
Shared Services - Zoning Officer		5,492.82	5,492.82		
EMS/Ambulance Service		79,028.09	79,028.09		
Cable TV Franchise Fee	7,618.82		7,618.82		5,496.96
Demolition Liens Receivable	5,496.96				37,585.68
Host Benefit Fee (Ch. 38, PL 1985)	34,500.62	404,469.91	401,384.85		
	<u>\$ 51,424.72</u>	<u>\$ 601,149.46</u>	<u>\$ 602,256.27</u>	<u>\$ 62.00</u>	<u>\$ 50,255.91</u>

TOWNSHIP OF DEERFIELD

CURRENT FUND

Statement of Appropriation Reserves
For the Year Ended December 31, 2012

	<u>Balance Dec. 31, 2011</u>		<u>Total</u>		
	<u>Reserved</u>	<u>Encumbered</u>	<u>Balance</u>	<u>Disbursed</u>	<u>Balance</u>
<u>General Government</u>					<u>Lapsed</u>
<u>Administrative and Executive</u>					
Salaries and Wages	\$ 150.92	\$	150.92	\$	150.92
Other Expenses:					
Miscellaneous Other Expenses	7,200.98	1,431.57	8,632.55	7,940.53	692.02
Municipal Clerk					
Salaries and Wages	125.84		125.84		125.84
Public Information	35.00	1,360.00	1,395.00	1,360.00	35.00
Printing and Legal Advertising	443.17	22.40	465.57	206.90	258.67
Election Expenses	2,295.83		2,295.83		2,295.83
<u>Financial Administration</u>					
Salaries and Wages	0.54		0.54		0.54
Other Expenses	2,952.63	56.15	3,008.78	3,008.78	
Collection of Taxes					
Other Expenses	700.79	840.23	1,541.02	840.23	700.79
Tax Search Officer					
Salaries and Wages	272.76		272.76	180.00	92.76
Assessment of Taxes					
Other Expenses	212.50	1,374.13	1,586.63	1,105.41	481.22
Tax Map Maintenance	1,573.67	589.67	2,163.34	89.67	2,073.67
Tax Appeals	5,000.00		5,000.00		5,000.00
<u>Legal Services and Costs:</u>					
Other Expenses	8,578.60	480.02	9,058.62	1,653.37	7,405.25
<u>Engineering Services and Costs</u>					
Other Expenses	3,377.06	625.00	4,002.06		4,002.06
<u>Economic Development</u>					
Other Expenses	500.00		500.00		500.00
<u>Planning Board</u>					
Salaries and Wages	1,832.24		1,832.24		1,832.24
Other Expenses	1,346.00	50.38	1,396.38	119.30	1,277.08

(Continued)

TOWNSHIP OF DEERFIELD

CURRENT FUND

Statement of Appropriation Reserves

For the Year Ended December 31, 2012

	<u>Balance Dec. 31, 2011</u>		<u>Total</u>	
	<u>Reserved</u>	<u>Encumbered</u>	<u>Balance</u>	<u>Disbursed</u>
<u>General Government (Cont'd)</u>				
Affordable Housing				
Other Expenses	\$ 3,626.25	\$	\$ 3,626.25	\$ 3,626.25
Senior Citizen Center				
Miscellaneous Other Expenses	904.67	860.97	1,765.64	860.97
Housing and Zoning Officer				
Salaries and Wages	2,499.00		2,499.00	2,499.00
Other Expenses	44.91	25.99	70.90	25.99
Flood Insurance Officer				
Salaries and Wages	100.00		100.00	100.00
Other Expenses	100.00		100.00	100.00
Insurance:				
Disability Insurance	2,000.00		2,000.00	2,000.00
Liability Insurance	7,732.39		7,732.39	7,732.39
Workers Compensation	556.00		556.00	556.00
Group Health	7,984.39		7,984.39	7,984.39
<u>Public Safety</u>				
Emergency Management				
Salaries and Wages	24.00		24.00	24.00
Other Expenses	204.04		204.04	204.04
Utilities	465.25	131.45	596.70	129.49
First Aid Organization				
Other Expenses	2,030.94	4,783.19	6,814.13	4,023.63
Utilities	964.15	360.84	1,324.99	321.15
Fire				
Other Expenses:				
Rosenhayn Fire Company				
Miscellaneous Other Expenses	3.85	2,816.00	2,819.85	2,616.00
Utilities	2,174.98	185.07	2,360.05	214.90
Carmel Fire Company				
Utilities	434.24		434.24	434.24

(Continued)

TOWNSHIP OF DEERFIELD

CURRENT FUND

Statement of Appropriation Reserves
For the Year Ended December 31, 2012

	<u>Balance Dec. 31, 2011</u>		<u>Total</u>		<u>Balance</u>	<u>Disbursed</u>	<u>Balance</u>
	<u>Reserved</u>	<u>Encumbered</u>	<u>Balance</u>				<u>Lapsed</u>
<u>Public Safety (Cont'd)</u>							
Uniform Safety Act (P.L. 1983 Ch. 383)							
Fire Protection Official							
Salaries and Wages	\$ 27.00	\$	27.00	\$	\$	27.00	
Other Expenses	656.48	524.87	1,181.35		524.87	656.48	
<u>Streets and Roads</u>							
Road Repair and Maintenance							
Salaries and Wages	500.00		500.00			500.00	
Other Expenses	3,586.33	224.73	3,811.06		224.73	3,586.33	
Recycling Coordinator							
Salaries and Wages	22.16		22.16			22.16	
Other Expenses	100.00		100.00			100.00	
<u>Snow Removal</u>							
Salaries and Wages	1,180.00		1,180.00			1,180.00	
Public Buildings and Grounds							
Salaries and Wages	7,732.60		7,732.60			7,732.60	
Other Expenses:							
Miscellaneous Other Expenses	2,168.94	1,557.07	3,726.01		1,557.07	2,168.94	
Utilities	7,709.25	673.17	8,382.42		1,230.11	7,152.31	
<u>Health and Welfare</u>							
Senior Citizen Director							
Salaries and Wages	1,798.47		1,798.47			1,798.47	
Nutritional Center							
Other Expenses	500.00		500.00			500.00	
Dog Regulation							
Salaries and Wages	1,050.00		1,050.00			1,050.00	
Other Expenses	680.00		680.00			680.00	
Environmental Control Officer							
Salaries and Wages	53.84		53.84			53.84	
Other Expenses	100.00		100.00			100.00	

(Continued)

TOWNSHIP OF DEERFIELD

CURRENT FUND

Statement of Appropriation Reserves
For the Year Ended December 31, 2012

	<u>Balance Dec. 31, 2011</u>		<u>Total</u>	<u>Balance</u>	<u>Disbursed</u>	<u>Balance</u>
	<u>Reserved</u>	<u>Encumbered</u>	<u>Balance</u>			<u>Lapsed</u>
<u>Health and Welfare (Cont'd)</u>						
<u>Infectious Control Officer</u>						
Other Expenses	\$ 1,000.00	\$	1,000.00	\$	\$	1,000.00
<u>Recreation and Education</u>						
<u>Board of Recreation Commissioners</u>						
Salaries & Wages	8.00		8.00			8.00
Other Expenses	160.97		160.97			160.97
Utilities	479.19		479.19			479.19
<u>Uniform Construction Code - Appropriation Offset by</u>						
<u>Dedicated Revenues (N.J.A.C. 5:23-4.17)</u>						
<u>Construction Code Official</u>						
Other Expenses	58.51		58.51			58.51
<u>Plumbing Inspector</u>						
Salaries & Wages	1,843.00		1,843.00			1,843.00
<u>Electrical Inspector</u>						
Salaries & Wages	254.00		254.00			254.00
<u>Demolition Official</u>						
Other Expenses	4,000.00		4,000.00			4,000.00
<u>Utilities</u>						
Street Lighting	788.23		788.23			788.23
<u>Landfill and Solid Waste Disposal Costs</u>						
<u>Landfill Post Closure Costs</u>		1,780.00	2,738.77			2,738.77
Sanitary Landfill						
Other Expenses	700.00	950.00	1,650.00		950.00	700.00
<u>Municipal Court</u>						
Municipal Court						
Salaries and Wages	3,580.02		3,580.02			3,580.02
Other Expenses:						
Security Guard Services	106.00	224.00	330.00		168.00	162.00
Miscellaneous Other Expenses	2,208.24	1,150.09	3,358.33		514.09	2,844.24

(Continued)

TOWNSHIP OF DEERFIELD

CURRENT FUND

Statement of Appropriation Reserves
For the Year Ended December 31, 2012

	<u>Balance Dec. 31, 2011</u>		<u>Total</u>		
	<u>Reserved</u>	<u>Encumbered</u>	<u>Balance</u>	<u>Disbursed</u>	<u>Balance</u>
					<u>Lapsed</u>
Municipal Court (Cont'd)					
Municipal Prosecutor					
Salaries and Wages	\$ 838.72	\$	838.72	\$	838.72
Other Expenses	775.00		775.00		775.00
Public Defender					
Salaries and Wages	3,613.11		3,613.11		3,613.11
Other Expenses	1,000.00		1,000.00		1,000.00
Unclassified					
Celebration of Public Event	1,000.00		1,000.00		1,000.00
Deferred Charges and Statutory Expenditures					
Contribution to:					
Defined Contribution Retirement Plan (DCRP)	120.58		120.58		120.58
Social Security System (O.A.S.I.)	3,986.28		3,986.28		3,986.28
Total Within "CAPS"	123,791.28	23,076.99	146,868.27	29,865.19	117,003.08
Operations Excluded from "CAPS"					
Matching Funds for Grants	49,500.00		49,500.00		49,500.00
Length of Service Program (LOSAP)	1,100.00		1,100.00		1,100.00
Zoning Officer - Shared Services					
Salaries and Wages	4,359.00		4,359.00		4,359.00
Interlocal Service Agreement with Upper Deerfield Township	710.32	21,915.06	22,625.38	21,915.06	710.32
Total Excluded from "CAPS"	55,669.32	21,915.06	77,584.38	21,915.06	55,669.32
	\$ 179,460.60	\$ 44,992.05	\$ 224,452.65	\$ 51,780.25	\$ 172,672.40

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Unallocated Receipts
For the Year Ended December 31, 2012

Balance Dec. 31, 2011	\$	7,042.74
Decreased by:		
Canceled	\$	<u>7,042.74</u>

Exhibit SA-12

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Prepaid PILOTS
For the Year Ended December 31, 2012

Balance Dec. 31, 2011	\$	6,000.00
Decreased by:		
Realized as Revenue	\$	<u>6,000.00</u>

Exhibit SA-13

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Payroll Deductions Payable
For the Year Ended December 31, 2012

Balance Dec. 31, 2011	\$	2,036.95
Increased by:		
Payroll Deposits	\$	426,604.55
Employer Contributions	<u>77,768.57</u>	
		<u>504,373.12</u>
		506,410.07
Decreased by:		
Net Payroll	292,683.24	
Payroll Agencies	<u>213,110.06</u>	
		<u>505,793.30</u>
Balance Dec. 31, 2012	\$	<u>616.77</u>

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Prepaid Taxes
For the Year Ended December 31, 2012

Balance Dec. 31, 2011 (2012 Taxes)	\$ 82,932.21
Increased by:	
Collection (2013 Taxes)	<u>85,004.49</u>
	167,936.70
Decreased by:	
Applied to 2012 Taxes	<u>82,932.21</u>
Balance Dec. 31, 2012 (2013 Taxes)	\$ <u><u>85,004.49</u></u>

Exhibit SA-15

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Tax Overpayments
For the Year Ended December 31, 2012

Balance Dec. 31, 2011	\$ 19,058.59
Increased by:	
Overpayments in 2012:	
Cash Receipts	<u>15,152.96</u>
	34,211.55
Decreased by:	
Refunds	\$ 8,470.53
Transfer from Tax Title Liens	<u>34.27</u>
	<u>8,504.80</u>
Balance Dec. 31, 2012	\$ <u><u>25,706.75</u></u>

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of County Taxes Payable
For the Year Ended December 31, 2012

2012 Levy -		
County General	\$ 1,954,939.50	
County Health Tax	81,921.05	
County Open Space	<u>21,943.57</u>	
		\$ 2,058,804.12
Decreased by:		
Disbursements		<u>\$ 2,058,804.12</u>

Exhibit SA-17

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Amount Due to County For Added and Omitted Taxes
For the Year Ended December 31, 2012

Balance Dec. 31, 2011		
Rollback Assessment	\$ 715.73	
Added Assessment	9,952.35	
Added/Omitted Assessment	<u>36.79</u>	
		\$ 10,704.87
Increased by:		
County Share of Added and Omitted Taxes		<u>9,270.74</u>
		19,975.61
Decreased by:		
Disbursements		<u>10,704.87</u>
Balance Dec. 31, 2012		
Rollback Assessment	805.96	
Added Assessment	7,698.58	
Added/Omitted Assessment	<u>766.20</u>	
		\$ <u>9,270.74</u>

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Local District School Tax Payable
For the Year Ended December 31, 2012

Balance Dec. 31, 2011	\$ 1,253,260.51
Increased by:	
Levy--School Year July 1, 2012 to June 30, 2013	<u>2,534,912.00</u>
	3,788,172.51
Decreased by:	
Payments	<u>2,520,716.48</u>
Balance Dec. 31, 2012	\$ <u><u>1,267,456.03</u></u>

Exhibit SA-19

TOWNSHIP OF DEERFIELD
CURRENT FUND
Statement of Regional High School Tax Payable
For the Year Ended December 31, 2012

Balance Dec. 31, 2011	\$ 508,531.56
Increased by:	
Levy--School Year July 1, 2012 to June 30, 2013	<u>893,744.99</u>
	1,402,276.55
Decreased by:	
Payments	<u>955,404.25</u>
Balance Dec. 31, 2012	\$ <u><u>446,872.30</u></u>

TOWNSHIP OF DEERFIELD
FEDERAL, STATE AND OTHER GRANT FUND
 Statement of Federal, State and Other Grants Receivable
 For the Year Ended December 31, 2012

<u>Program</u>	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>Accrued</u>	<u>Received</u>	<u>Canceled</u>	<u>Balance</u> <u>Dec. 31, 2012</u>
Federal Grants:					
New Jersey Transportation Trust Fund					
South Shiloh	\$ 91,069.52	\$ 159,500.00	\$ 45,766.40	\$ 45,303.12	\$ 3,014.94
Irving Avenue			156,485.06		
Total Federal Grants	91,069.52	159,500.00	202,251.46	45,303.12	3,014.94
State Grants:					
Recycling Grant					
Clean Communities Program		9,400.24	4,653.17	4,747.07	
Total State Grants		9,400.24	4,653.17	4,747.07	
Other Grants:					
CCIA Community Environment--					
Enhancement Grant	16,000.00			16,000.00	
Grand Total	\$ 107,069.52	\$ 168,900.24	\$ 206,904.63	\$ 66,050.19	\$ 3,014.94

TOWNSHIP OF DEERFIELD
FEDERAL, STATE AND OTHER GRANT FUND
Statement of Reserve for Federal, State and Other Grants - Unappropriated
For the Year Ended December 31, 2012

<u>Program</u>	Cash <u>Receipts</u>	Balance <u>Dec. 31, 2012</u>
State Grants:		
Recycling Grant	\$ <u>5,109.31</u>	\$ <u>5,109.31</u>
Grand Total	\$ <u><u>5,109.31</u></u>	\$ <u><u>5,109.31</u></u>

TOWNSHIP OF DEERFIELD
FEDERAL, STATE AND OTHER GRANT FUND
Statement of Reserve for Federal, State and Other Grants Appropriated
For the Year Ended December 31, 2012

<u>Program</u>	<u>Balance Dec. 31, 2011</u>	<u>Transferred from</u>	<u>Disbursed</u>	<u>Canceled</u>	<u>Balance</u>
<u>Reserved</u>	<u>Encumbered</u>	<u>2012 Budget Appropriation</u>			<u>Dec. 31, 2012</u>
Federal Grants:					
NJ Transportation Trust Fund:					
Heilprin & West	\$ 4,422.70	\$	\$	\$ 4,422.70	\$
South Shiloh	43,884.68			43,884.68	
South Shiloh - Match	1,175.00			1,175.00	
Irving Avenue		159,500.00	156,485.06		3,014.94
Stormwater Grant	5,000.00				5,000.00
Total Federal Grants	54,482.38	159,500.00	156,485.06	49,482.38	8,014.94
State Grants:					
2007 Clean Communities Program	694.80		694.80		
2010 Clean Communities Program	2,137.37		2,137.37		
2011 Clean Communities Program	372.10		372.10		
2012 Clean Communities Program		9,400.24	1,529.60	4,747.07	3,123.57
Recycling Tonnage Grant	4,096.92				4,096.92
SFY 03 Statewide Local Domestic Preparedness Equipment Grant	445.81			445.81	
SFY 04 Statewide Local Domestic Preparedness Equipment Grant	3.35			3.35	
Total State Grants	7,750.35	9,400.24	4,733.87	5,196.23	7,220.49
Other Grants:					
CCIA Community Environment Enhancement Grant	16,000.00			16,000.00	
Grand Total	\$ 78,232.73	\$ 168,900.24	\$ 161,218.93	\$ 70,678.61	\$ 15,235.43

TOWNSHIP OF DEERFIELD
FEDERAL STATE AND OTHER GRANT FUND
Statement of Due from/to Current Fund
For the Year Ended December 31, 2012

Balance Dec. 31, 2011 - Due to		\$	28,836.79
Increased by:			
Cancellation of Grant Reserves			<u>70,678.61</u>
			99,515.40
Decrease by:			
Disbursed to Current Fund	\$	50,795.01	
Cancellation of Grant Receivables		<u>66,050.19</u>	
			<u>116,845.20</u>
Balance Dec. 31, 2012 (Due from)		\$	<u><u>(17,329.80)</u></u>

SUPPLEMENTAL EXHIBITS

TRUST FUND

TOWNSHIP OF DEERFIELD
TRUST FUNDS
Statement of Trust Fund Cash--Treasurer
For the Year Ended December 31, 2012

	<u>Animal Control</u>	<u>Other Trust</u>
Balance Dec. 31, 2011	\$ 3,961.20	\$ 263,704.28
Increased by Receipts:		
Reserve for Animal Control	\$ 614.00	\$
Current Fund	3.65	18,143.63
Reserve for Miscellaneous Trust Reserves:		
Unemployment Compensation		1,012.17
Public Defender Fees		402.45
Developers' Escrow		51,778.85
Fire Penalties and Fines		12,789.54
Accumulated Absences		28.07
Snow Removal		13.23
Recreation Fund		151,242.19
Reserve for Miscellaneous Trust Escrows:		
Sanitary Landfill Escrow		7.61
Security Deposit Tent Rentals		450.00
Tax Sale Premiums		11,200.00
Redemption of Tax Title Liens		155,045.89
Due to State of N.J.-- Dog License Fees	147.00	
Due to State of N.J.--Sales Tax		47.25
	<u>764.65</u>	<u>402,160.88</u>
	4,725.85	665,865.16
Decreased by Disbursements:		
Reserve for Animal Control	285.00	
Current Fund	2,199.85	18,482.28
Reserve for Miscellaneous Trust Reserves:		
Public Defender Fees		402.45
Developers' Escrow		39,521.22
Fire Penalties and Fines		7,231.11
Accumulated Absences		13,000.00
Snow Removal		464.44
Recreation Fund		176,657.50
Reserve for Miscellaneous Trust Escrows:		
Sanitary Landfill Escrow		
Security Deposit Tent Rentals		400.00
Tax Sale Premiums		4,900.00
Redemption of Tax Title Liens		155,045.89
Due to State of N.J.-- Dog License Fees	147.00	
Due to State of N.J.--Sales Tax		
	<u>2,631.85</u>	<u>416,104.89</u>
Balance Dec. 31, 2012	<u>\$ 2,094.00</u>	<u>\$ 249,760.27</u>

TOWNSHIP OF DEERFIELD
ANIMAL CONTROL FUND
Statement of Reserve for Animal Control Expenditures
For the Year Ended December 31, 2012

Balance Dec. 31, 2011		\$ 1,765.00
Increased by:		
Dog License Fees Collected		<u>614.00</u>
		2,379.00
Decreased by:		
Disbursements	\$ 285.00	
Statutory Excess Due to Current Fund	<u>473.00</u>	
		<u>758.00</u>
Balance Dec. 31, 2012		<u><u>\$ 1,621.00</u></u>

Dog License Fees Collected

<u>Year</u>	<u>Amount</u>
2010	\$ 855.00
2011	<u>766.00</u>
	<u><u>\$ 1,621.00</u></u>

TOWNSHIP OF DEERFIELD
ANIMAL CONTROL FUND
Statement of Due To Current Fund
For the Year Ended December 31, 2012

Balance Dec. 31, 2011		\$ 2,196.20
Increased by:		
Interest Earned	\$ 3.65	
Statutory Excess in Reserve for Animal Control Fund	<u>473.00</u>	
		<u>476.65</u>
		2,672.85
Decreased by:		
Disbursements		<u>2,199.85</u>
Balance Dec. 31, 2012		<u><u>\$ 473.00</u></u>

TOWNSHIP OF DEERFIELD
ANIMAL CONTROL FUND
Statement of Due to State of New Jersey - Department of Health
Dog License Fees
For the Year Ended December 31, 2012

Accrued in 2012:		
Receipts in Clerk's Account	\$	147.00
Decreased by:		
Disbursements in Clerk's Account	\$	<u>147.00</u>

TOWNSHIP OF DEERFIELD
TRUST OTHER FUND
Statement of Due To Current Fund
For the Year Ended December 31, 2012

Balance Dec. 31, 2011			\$	21,411.12
Increased by:				
Interest Earned on Trust-Other Accounts	\$	92.55		
Cash Received From Current Fund		<u>18,051.08</u>		
	\$		18,143.63	
NJ Sales Tax Paid by Current Fund			<u>173.25</u>	
				<u>18,316.88</u>
				39,728.00
Decreased by:				
Fire Safety Revenue Due from Current Fund			12,864.49	
Disbursed to Current Fund			<u>18,482.28</u>	
				<u>31,346.77</u>
Balance Dec. 31, 2012			\$	<u><u>8,381.23</u></u>

Analysis of Balance as of Dec. 31, 2012

Recreation	\$	517.25
Developers Escrow		35.73
Public Defender		3,015.56
Fire Penalty		(12,469.69)
Tax Title Lien Redemption		10,838.61
Accumulated Absences		<u>6,443.77</u>
	\$	<u><u>8,381.23</u></u>

Exhibit SB-6

TOWNSHIP OF DEERFIELD
TRUST OTHER FUND
Statement of Due to State of New Jersey--Sales Tax
For the Year Ended December 31, 2012

Balance Dec. 31, 2011			\$	214.50
Increased by:				
Sales Tax Collected				<u>47.25</u>
				261.75
Decreased by:				
Transfer to Recreation Fund	\$	88.50		
Disbursed by Current Fund		<u>173.25</u>		
			\$	<u><u>261.75</u></u>

TOWNSHIP OF DEERFIELD
TRUST OTHER FUND
Statement of Miscellaneous Trust Reserves
For the Year Ended December 31, 2012

	Balance Dec. 31, 2011	Due from Current Fund	Transfer from Due to NJ Sales Tax	Receipts	Disbursements	Balance Dec. 31, 2012
Reserve for Unemployment Compensation	\$ 21,988.64	\$	\$	1,012.17	\$	23,000.81
Reserve for Public Defender Fees				402.45	402.45	
Reserve for Developers' Escrow	27,675.96			51,778.85	39,521.22	39,933.59
Reserve for Developers' Bid Bonds	127.69					127.69
Reserve for Fire Penalties and Fines	1,020.23	12,864.49		12,789.54	7,231.11	19,443.15
Reserve for Accumulated Absences	27,636.88			28.07	13,000.00	14,664.95
Reserve for Snow Removal	16,501.06			13.23	464.44	16,049.85
Reserve for Recreation Fund	91,322.48		88.50	151,242.19	176,657.50	65,995.67
	<u>\$ 186,272.94</u>	<u>\$ 12,864.49</u>	<u>\$ 88.50</u>	<u>\$ 217,266.50</u>	<u>\$ 237,276.72</u>	<u>\$ 179,215.71</u>

TOWNSHIP OF DEERFIELD
TRUST OTHER FUND
Statement of Miscellaneous Trust Escrows
For the Year Ended December 31, 2012

	<u>Balance</u> Dec. 31, 2011	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance</u> Dec. 31, 2012
Reserve for Sanitary Landfill Escrow	\$ 9,242.29	\$ 7.61	\$	\$ 9,249.90
Reserve for Security Deposit Tent Rentals	225.00	450.00	400.00	275.00
Reserve for Tax Sale Premiums	44,300.00	11,200.00	4,900.00	50,600.00
Reserve for Redemption of Tax Title Liens	<u>2,038.43</u>	<u>155,045.89</u>	<u>155,045.89</u>	<u>2,038.43</u>
	<u>\$ 55,805.72</u>	<u>\$ 166,703.50</u>	<u>\$ 160,345.89</u>	<u>\$ 62,163.33</u>

SUPPLEMENTAL EXHIBITS

GENERAL CAPITAL FUND

TOWNSHIP OF DEERFIELD
GENERAL CAPITAL FUND
Statement of General Capital Cash--Treasurer
For the Year Ended December 31, 2012

Balance Dec. 31, 2011		\$	357,370.45
Increased by Receipts:			
Interest Earned - Due to Current Fund	\$	1,208.14	
2012 Budget Appropriation - Capital Improvement Fund		<u>20,000.00</u>	
			<u>21,208.14</u>
			378,578.59
Decreased by Disbursements:			
Disbursement to Current Fund		42,040.00	
Capital Fund Balance to Current Fund		3,250.00	
Improvement Authorizations		<u>49,967.59</u>	
			<u>95,257.59</u>
Balance Dec. 31, 2012		\$	<u><u>283,321.00</u></u>

TOWNSHIP OF DEERFIELD
GENERAL CAPITAL FUND
 Analysis of General Capital Cash
 For the Year Ended December 31, 2012

	Balance Dec. 31, 2011	Receipts		Disbursements		Transfers		Balance Dec. 31, 2012
		Budget Appropriation	Miscell- aneous	Improvement Authorizations	Miscell- aneous	From	To	
Fund Balance	\$ 56,757.85	\$	\$	\$	3,250.00	\$	\$	\$ 53,507.85
Capital Improvement Fund	153,689.38	20,000.00				80,000.00	89,284.63	182,974.01
Reserve for Encumbrances	956.00					956.00	2,676.00	2,676.00
Reserve for Computer - UCC	4,000.00					4,000.00		
Reserve for Gas Heater - Lobby								
<u>Improvement Authorizations:</u>								
<u>Ordinance</u>								
<u>Number</u>								
2006-11						4,555.64		
Purchase of Modified Amplifier System For Cell Phone and Radio Reception	4,555.64							
2007-5						53,579.00		
Various Capital Improvements	53,579.00							
2007-7						7,220.00		
Water Treatment System for Senior Ctr.	7,220.00							
2007-9						15,000.00		
Addition to Rosenhayn Fire Company	15,000.00							
2008-5						711.00		
Parking Lot	711.00							
2009-4						3,262.99		
Miscellaneous Improvements	3,262.99							
2010-5				270.00				15,328.59
Acquisition of a New Ambulance	15,598.59							
2012-4				9,850.00			10,000.00	150.00
Resurfacing Cedar Street and Repair to Willow Street as Landis Avenue								
2012-5				6,780.00			14,000.00	7,220.00
Reduce right of way widths for Willow Street and Poplar Street								
2012-6				14,919.00			16,000.00	1,081.00
Purchase Firefighter Gear for Rosenhayn Fire Company								
2012-7				9,890.00			10,000.00	110.00
Purchase a Heating/Air Conditioning Unit for Municipal Building								
2012-8				8,258.59		2,676.00	30,000.00	19,065.41
Various Improvements to Municipal Building and Grounds								
Current Fund	42,040.00		1,208.14		42,040.00			1,208.14
	\$ 357,370.45	\$ 20,000.00	\$ 1,208.14	\$ 49,967.59	\$ 45,290.00	\$ 171,960.63	\$ 171,960.63	\$ 283,321.00

TOWNSHIP OF DEERFIELD
GENERAL CAPITAL FUND
Statement of Deferred Charges to Future Taxation--Funded
For the Year Ended December 31, 2012

Balance Dec. 31, 2011	\$ 100,000.00
Decreased by:	
Loan Payment Forgiven by Issuer	<u>50,000.00</u>
Balance Dec. 31, 2012	<u><u>\$ 50,000.00</u></u>

TOWNSHIP OF DEERFIELD
GENERAL CAPITAL FUND
Schedule of Deferred Charges to Future Taxation - Unfunded
For the Year Ended December 31, 2012

		Financed by Bond Anticipation Notes	
<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Balance Dec. 31, 2011</u>	<u>Balance Dec. 31, 2012</u>
General Improvements:			
2010-5	Acquisition of a New Ambulance	\$ <u>170,000.00</u>	\$ <u>170,000.00</u>
Improvement Authorizations - Unfunded			\$ 15,328.59
Less: Unexpended Proceeds of Bond Anticipation Notes Issued - Ordinance 2010-5			<u>(15,328.59)</u>
			\$ <u>-</u>

TOWNSHIP OF DEERFIELD
GENERAL CAPITAL FUND
 Schedule of Improvement Authorizations
 For the Year Ended December 31, 2012

Ordinance Number	Improvement Description	Ordinance		Dec. 31, 2011		2012 Authorizations		Current Year Encumbrances	Disbursed	Authorizations Canceled	Dec. 31, 2012	
		Date	Amount	Funded	Unfunded	Improvement Fund	Capital Fund				Funded	Unfunded
General Improvements:												
2006-11	Purchase of Modified Amplifier System for Cell Phone and Radio Reception	11/01/06	\$ 10,000.00	\$ 4,555.64	\$	\$	\$	\$	\$	4,555.64	\$	\$
2007-5, 2007-14	Various Capital Improvements	01/24/07	95,000.00	53,579.00						53,579.00		
2007-7	Water Treatment System for Senior Ctr.	06/20/07	10,000.00	7,220.00						7,220.00		
2007-9	Addition to Rosenhayn Fire Company	07/18/07	315,000.00	15,000.00						15,000.00		
2008-5	Parking Lot	09/17/08	6,000.00	711.00						711.00		
2009-4	Miscellaneous Improvements	06/17/09	25,000.00	3,262.99						3,262.99		
2010-5	Acquisition of a New Ambulance	11/09/10	178,500.00	15,598.59					270.00			15,328.59
2012-4	Resurfacing Cedar Street and Repair to Willow Street as Landis Avenue	05/22/12	10,000.00			10,000.00			9,850.00		150.00	
2012-5	Reduce right of way widths for Willow Street and Poplar Street	06/26/12	14,000.00			14,000.00			6,780.00		7,220.00	
2012-6	Purchase Firefighter Gear for Rosenhayn Fire Company	07/24/12	16,000.00			16,000.00			14,919.00		1,081.00	
2012-7	Purchase a Heating/Air Conditioning Unit for Municipal Building	07/24/12	10,000.00			10,000.00			9,890.00		110.00	
2012-8	Various Improvements to Municipal Building and Grounds	08/23/12	30,000.00			30,000.00		2,676.00	8,258.59		19,065.41	
				\$ 84,328.63	\$ 15,598.59	\$ 80,000.00	\$	2,676.00	\$ 49,967.59	\$ 84,328.63	\$ 27,626.41	\$ 15,328.59

TOWNSHIP OF DEERFIELD
GENERAL CAPITAL FUND
Statement of Due from/to Current Fund
For the Year Ended December 31, 2012

Balance Dec 31, 2011	\$ 42,040.00
Increased by:	
Interest Earned	<u>1,208.14</u>
	43,248.14
Decreased by:	
Disbursement to the Current Fund	<u>42,040.00</u>
Balance Dec 31, 2012	<u>\$ 1,208.14</u>

Exhibit SC-7

TOWNSHIP OF DEERFIELD
GENERAL CAPITAL FUND
Statement of Capital Improvement Fund
For the Year Ended December 31, 2012

Balance Dec. 31, 2011	\$ 153,689.38
Increased by:	
2012 Budget Appropriation	\$ 20,000.00
Cancelations of Improvement Authorizations	84,328.63
Cancellation of Reserve for Computer - UCC	956.00
Cancellation of Reserve for Gas Heater - Lobby	<u>4,000.00</u>
	109,284.63
	262,974.01
Decreased by:	
Appropriation to Finance Improvement Authorizations	<u>80,000.00</u>
Balance Dec. 31, 2012	<u>\$ 182,974.01</u>

TOWNSHIP OF DEERFIELD
GENERAL CAPITAL FUND
 Cumberland County Improvement Authority Loans Payable
 For the Year Ended December 31, 2012

Ord. Number	Improvement Description	Maturities of Notes Outstanding December 31, 2012				Loan Payment Forgiven by Issuer (A)	Balance Dec. 31, 2012
		Date of		Interest Rate	Balance Dec. 31, 2011		
		Issue	Amount				
2007-9	Addition to Rosenhayn Fire Company	6/1/07	1/1/13-14 \$ 50,000.00	(A)	3% (B)	\$ 100,000.00	\$ 50,000.00
(A)	Principal on Loan is forgivable at Principal Due Date by the Issuer Cumberland County Improvement Authority (CCIA)						
(B)	The Rosenhayn Fire Company has agreed to be responsible for interest payments on this Loan						

TOWNSHIP OF DEERFIELD
GENERAL CAPITAL FUND
 Statement of Bond Anticipation Notes
 For the Year Ended December 31, 2012

Ord. Number	Improvement Description	Date of Original Issue	Date of Issue	Maturity Date	Interest Rate	Balance Dec. 31, 2011	Increased	Decreased	Balance Dec. 31, 2012
2010-5	Acquisition of a New Ambulance	03/15/11	03/15/11	03/14/12	1.90%	\$ 170,000.00	\$	170,000.00	\$
2010-5	Acquisition of a New Ambulance	03/15/11	03/14/12	03/14/13	1.40%		170,000.00		170,000.00
						\$ 170,000.00	\$ 170,000.00	\$ 170,000.00	\$ 170,000.00
			Renewal			\$ 170,000.00	\$ 170,000.00	\$ 170,000.00	\$ 170,000.00

TOWNSHIP OF DEERFIELD
GENERAL CAPITAL FUND
Statement of Reserve for Computer - UCC
For the Year Ended December 31, 2012

Balance Dec. 31, 2011	\$ 956.00
Decreased by:	
Cancellation of Reserve	\$ <u>956.00</u>

Exhibit SC-11

TOWNSHIP OF DEERFIELD
GENERAL CAPITAL FUND
Statement of Reserve for Gas Heater - Lobby
For the Year Ended December 31, 2012

Balance Dec. 31, 2011	\$ 4,000.00
Decreased by:	
Cancellation of Reserve	\$ <u>4,000.00</u>

TOWNSHIP OF DEERFIELD
PART 2
SCHEDULE OF FINDINGS AND RECOMMENDATIONS
FOR THE YEAR ENDED DECEMBER 31, 2012

TOWNSHIP OF DEERFIELD
Schedule of Findings and Recommendations
For the Year Ended December 31, 2012

Schedule of Financial Statement Findings

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

None.

TOWNSHIP OF DEERFIELD
Summary Schedule of Prior Year Audit Findings
And Recommendations as Prepared by Management

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

FINANCIAL STATEMENT FINDINGS

Finding No. 2011-1

Condition

The general ledger for the current fund was not properly maintained and as a result numerous adjusting entries were required in order to achieve proper presentation in the financial statements. All cash activity was not recorded in the finance system during the year. Bank reconciliations were not done for certain bank accounts and others were not done in a timely or accurate manner. This condition is considered a material weakness in the Township's financial reporting system.

Current Status

This condition has been resolved.

TOWNSHIP OF DEERFIELD
Officials in Office and Surety Bonds

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

<u>Name</u>	<u>Title</u>	<u>Amount of</u>
Cosmo J. Laurella	Mayor	
Frank R. Spatola, Jr	Deputy Mayor	
Robert Montgomery	Committeeperson	
Keith Lauermann	Committeeperson	
John J. Stanzione	Committeeperson	
Karen Seifrit	Township Administrator/Clerk, Registrar of Vital Statistics and Dog Registrar	(A)
Teresa C. Delp	Chief Financial Officer	(A)
Maria Schiano Branson	Tax Collector and Tax Search Officer	(A)
Donald P. Seifrit	Assessor	(A)
Cheryl L. Tramontana	Administrative Secretary	(A)
Annette Santos	Secretary	(A)
Christopher Williams	Fire Marshall	(A)
Jeryl Goff	Building Inspector	(A)
Anthony Lamanteer	Zoning / Housing Officer	(A)
Mary E. Yacovelli	Planning Board Secretary	(A)
Michael L. Testa	Solicitor	

(A) \$1,000,000.00 in coverage is provided by Atlantic County and Municipal Excess Liability Joint Insurance Funds with a \$1,000 deductible.

All of the bonds were examined and were properly executed

APPRECIATION

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

Respectfully submitted,

BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants

A handwritten signature in black ink, reading "Carol A. McAllister". The signature is written in a cursive, flowing style.

Carol A. McAllister
Certified Public Accountant
Registered Municipal Accountant

