

TOWNSHIP OF BUENA VISTA

REPORT OF AUDIT

FOR THE YEAR ENDED

DECEMBER 31, 2011

TOWNSHIP OF BUENA VISTA
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TOWNSHIP OF BUENA VISTA

PART I

REPORT ON AUDIT OF FINANCIAL STATEMENTS - REGULATORY BASIS

FOR THE YEAR ENDED

DECEMBER 31, 2011

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INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and
Members of the Township Committee
Township of Buena Vista
County of Atlantic, New Jersey

We have audited the accompanying balance sheets – regulatory basis of the Township of Buena Vista, State of New Jersey, as of December 31, 2011 and 2010, and the related statements of operations and changes in fund balance – regulatory basis for the years then ended and the related statement of revenues – regulatory basis and statement of expenditures – regulatory basis for the year ended December 31, 2011, as listed in the accompanying table of contents. These financial statements – regulatory basis are the responsibility of the Township of Buena Vista, State of New Jersey's management. Our responsibility is to express an opinion on these financial statements – regulatory basis based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America, *Government Auditing Standards*, issued by the Comptroller General of the United States and the audit requirements 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 of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

As described in Note 1, the Township prepares its financial statements on a basis of accounting prescribed by the Division that demonstrates compliance with a modified accrual basis, with certain exceptions, and the budget laws of the State of New Jersey, which practices differ from accounting principles generally accepted in the United States of America. The presentation requirement does not include a Management Discussion and Analysis as required by the Governmental Accounting Standards Board to be presented as Required Supplementary Information, but not required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. The effects on the financial statements of the variances between these regulatory accounting practices and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

In our opinion, because of the Township of Buena Vista, State of New Jersey's policy to prepare its financial statements on the prescribed basis of accounting discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the various funds and account groups of the Township of Buena Vista, State of New Jersey, as of December 31, 2011 and 2010 and the results of operations and changes in fund balance of such funds for the years then ended, and the statement of revenues and statement of expenditures of the various funds for the year ended December 31, 2011.

However, in our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Township of Buena Vista, State of New Jersey, as of December 31, 2011 and 2010 and the results of operations and changes in fund balances of such funds for the years then ended and the statement of revenues and statement of expenditures of the various funds for the year ended December 31, 2011 on the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated June 15, 2012 on our consideration of the Township of Buena Vista, State of New Jersey'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 the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Our audits were conducted for the purpose of forming an opinion on the financial statements taken as a whole. The accompanying supplementary information as listed in the table of contents is presented for the purposes of additional analysis and is not a required part of the financial statements of the Township. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied to the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements taken as a whole.

Ford, Scott & Associates, L.L.C.
FORD, SCOTT & ASSOCIATES, L.L.C.
CERTIFIED PUBLIC ACCOUNTANTS

Glen J. Ortman

Glen J. Ortman
Certified Public Accountant
Registered Municipal Accountant
No. 427

June 15, 2012

**EXHIBIT - A
CURRENT FUND**

TOWNSHIP OF BUENA VISTA
CURRENT FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

	<u>Ref.</u>	<u>Balance Dec. 31, 2011</u>	<u>Balance Dec. 31, 2010</u>
<u>Assets</u>			
Regular Fund:			
Cash:			
Treasurer	A-4	\$ 800,723.19	\$ 461,148.10
Change and Petty Cash Funds		700.00	700.00
		<u>801,423.19</u>	<u>461,848.10</u>
Other Receivables:			
Due from State of New Jersey - Veterans' and Senior Citizens' Deductions		5,459.43	4,177.61
		<u>5,459.43</u>	<u>4,177.61</u>
Receivables and Other Assets with Full Reserves:			
Delinquent Property Taxes Receivable	A-7	60,139.39	25,738.69
Tax Title Liens Receivable	A-8	318,812.34	212,327.09
Property Acquired for Taxes at Assessed Valuation		6,907,272.24	6,907,272.24
Revenue Accounts Receivable	A-9	17,025.49	21,492.31
Prepaid County Taxes		-	0.02
Due from General Capital Fund	C	15,606.90	-
Due from Election Board		7,143.80	7,143.80
Due from Bank		-	547.94
Accounts Receivable - Other		-	965.00
Interfunds:			
Due from Trust Other	B	1,768.73	-
Due from Federal and State Grant Fund	A	-	118,095.63
		<u>7,327,768.89</u>	<u>7,293,582.72</u>
Deferred Charges:			
Emergency Authorization (40A:4-47)		14,000.00	-
Special Emergency Authorization (40A:4-55)		128,900.00	200,000.00
Operating Deficit		-	119,209.68
Overexpenditure of Appropriations	A-3	-	5,371.90
		<u>142,900.00</u>	<u>324,581.58</u>
		<u>8,277,551.51</u>	<u>8,084,190.01</u>
Federal and State Grant Fund:			
Cash	A-4	29,967.41	-
Due from County of Atlantic	A	6,614.72	6,614.72
Grants Receivable	A-11	611,754.27	834,291.53
Overexpenditure of Grant Appropriation	A-4	-	7,045.77
		<u>648,336.40</u>	<u>847,952.02</u>
		<u>\$ 8,925,887.91</u>	<u>\$ 8,932,142.03</u>

TOWNSHIP OF BUENA VISTA
CURRENT FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

<u>Liabilities, Reserves and Fund Balance</u>	<u>Ref.</u>	<u>Balance Dec. 31, 2011</u>	<u>Balance Dec. 31, 2010</u>
Regular Fund:			
Liabilities:			
Appropriation Reserves	A-3:A-10	\$ 130,762.01	\$ 78,849.94
Reserve for Encumbrances	A-3:A-10	163,437.55	73,546.91
Accounts Payable - Other		935.82	935.82
Payroll Deductions Payable		1,397.34	7,052.25
Prepaid Taxes	A-5	243,614.11	271,738.91
County Tax Payable		6,162.13	0.58
Regional School Tax Payable		-	-
Special District Tax Payable		-	54,575.00
Due to Fire Districts - FEMA	A-4	6,302.63	-
Tax Overpayments		250.00	14,489.97
Due to Trust Fund - Other	B	-	13,386.21
Due to State - Marriage Licenses		375.00	525.00
Prepaid Licenses and Fees	A-4	15,354.93	7,810.00
Special Emergency Notes Payable		100,000.00	200,000.00
Security Deposit on Rentals	A-4	940.00	-
Deposit on Land Sales	A-4	25,000.00	-
Reserve for Revaluation		5,321.75	5,321.75
Reserve for Hurricane Irene		1,517.09	-
Reserve for Garden State Preservation Trust		15,398.00	15,398.00
Reserve for Quigley Park		-	375.00
Reserve for Escrow - Clerk		2,019.35	1,760.00
Reserve for Hepatitis B		-	2,013.00
		<u>718,787.71</u>	<u>747,778.34</u>
Reserve for Receivables and Other Assets		7,327,768.89	7,293,582.72
Fund Balance	A-1	<u>230,994.91</u>	<u>42,828.95</u>
		<u>8,277,551.51</u>	<u>8,084,190.01</u>
Federal and State Grant Fund:			
Unappropriated Reserves	A-12	2,915.67	0.05
Appropriated Reserves	A-13	609,208.10	683,503.71
Encumbrances Payable	A-13	36,212.63	367.64
Due to Community Dev. Corp.	A-13	-	45,984.99
Due to Current Fund	A	-	118,095.63
		<u>648,336.40</u>	<u>847,952.02</u>
		<u>\$ 8,925,887.91</u>	<u>\$ 8,932,142.03</u>

TOWNSHIP OF BUENA VISTA
CURRENT FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN FUND BALANCE
REGULATORY BASIS

	Ref.	Year 2011	Year 2010
<u>Revenue and Other Income Realized</u>			
Fund Balance Utilized	A-2	\$ -	\$ 185,000.00
Miscellaneous Revenue Anticipated	A-2	1,899,567.29	1,888,392.60
Receipts from Delinquent Taxes	A-2	100,478.52	51,217.82
Receipts from Current Taxes	A-2	13,481,849.53	12,845,257.90
Non-Budget Revenue	A-2	28,305.70	98,796.62
Other Credits to Income:			
Unexpended Balance of Appropriation Reserves	A-10	40,428.15	8,773.48
Cancel Prior Year Reserves		2,388.58	-
Interfunds Returned		18,779.33	67,803.75
Total Income		<u>15,571,797.10</u>	<u>15,145,242.17</u>
<u>Expenditures</u>			
Budget and Emergency Appropriations:			
Appropriations Within "CAP"			
Operations:			
Salaries and Wages	A-3	1,037,700.00	1,128,000.00
Other Expenses	A-3	1,719,006.00	1,786,754.90
Deferred Charges & Statutory Expenditures	A-3	232,311.67	153,500.52
Cash Deficit of Preceding Year	A-3	120,034.68	536.69
Appropriations Excluded from "CAP"			
Operations:			
Salaries and Wages	A-3	-	31,000.00
Other Expenses	A-3	189,903.85	265,987.64
Capital Improvements	A-3	336,100.00	505,000.00
Municipal Debt Service	A-3	387,301.12	323,962.54
Deferred Charges & Statutory Expenditures	A-3	100,000.00	138,000.00
Special District Taxes	A-7	813,081.00	800,832.00
County Taxes	A-7	2,272,956.86	2,138,644.19
County Added and Omitted Taxes	A-7	6,162.13	3,244.09
Regional District School Taxes	A-7	8,195,460.41	7,873,235.55
Refund of Prior Year Revenue	A-4	-	30.00
Prior Year Senior Citizens Deduction Disallowed		500.00	3,000.00
Shortage of Funds		406.52	-
Interfund Advances		15,606.90	118,095.63
Total Expenditures		<u>15,426,531.14</u>	<u>15,269,823.75</u>

TOWNSHIP OF BUENA VISTA
CURRENT FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN FUND BALANCE
REGULATORY BASIS

	<u>Ref.</u>	<u>Year 2011</u>		<u>Year 2010</u>
Excess in Revenue		\$ 145,265.96	\$	-
Deficit in Revenue				124,581.58
Adjustments to Income before Fund Balance:				
Expenditures Included Above Which are by Statute Deferred Charges to Budget of Succeeding Year		<u>42,900.00</u>		<u>5,371.90</u>
Statutory Excess to Fund Balance		188,165.96		
Deficit in Operations to be Raised in Budget of Succeeding Year	A		\$	<u><u>119,209.68</u></u>
Fund Balance January 1	A	\$ <u>42,828.95</u>	\$	<u>227,828.95</u>
		230,994.91		227,828.95
Decreased by:				
Utilization as Anticipated Revenue	A-1:A-2	-		185,000.00
Fund Balance December 31	A	<u><u>230,994.91</u></u>	\$	<u><u>42,828.95</u></u>

TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS

	Ref.	Anticipated		Realized	Excess or (Deficit)
		Budget	N.J.S. 40A:4-87		
Fund Balance Anticipated	A-1	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenues:					
Licenses:					
Alcoholic Beverages	A-9	8,000.00		7,780.00	(220.00)
Fees and Permits	A-9	148,000.00		205,574.32	57,574.32
Fines and Costs:					
Municipal Court	A-9	96,000.00		98,693.00	2,693.00
Interest and Costs on Taxes	A-5	60,000.00		49,709.47	(10,290.53)
Interest on Investments and Deposits	A-9	13,000.00		23,765.30	10,765.30
Verizon Cell tower Lease	A-9	34,000.00		32,158.70	(1,841.30)
Solid Waste Transfer Fee	A-9	44,000.00		42,524.50	(1,475.50)
TV Cable Franchise Fee	A-9	19,000.00		19,563.75	563.75
Uniform Fire Safety Inspection Fees	A-9	21,000.00		14,224.91	(6,775.09)
Rent of Post Office	A-9	18,876.00		18,876.00	-
Rent of Patcong Building	A-9	5,520.00		5,980.00	460.00
Rent of Deli	A-9	6,000.00		5,500.00	(500.00)
Rent of House (Toy Store)	A-9	6,000.00		6,600.00	600.00
Rent of Martin Luther King Center	A-9	7,000.00		6,128.45	(871.55)
Consolidated Municipal Property Tax Relief Aid	A-9	14,098.00		14,098.00	-
Energy Receipts Tax (P.L. 1997, Ch. 162 & 167)	A-9	687,071.00		687,071.00	-
Garden State Preservation Trust Fund	A	15,398.00		15,398.00	-
Special Items:					
Interlocal Municipal Service Agreements Offset with Appropriations:					
Buena Vista Fire District - JIF Insurance	A-9	29,890.00		29,890.00	-
Public and Private Revenues Off-Set by Appropriations:					
N.J. Transportation Trust Fund Authority Act	A-11	170,000.00		170,000.00	-
Municipal Alliance on Alcoholism and Drug Abuse	A-11	25,010.00		25,010.00	-
Recycling Tonnage Grant	A-11	2,886.96		2,886.96	-
Interlocal Agreement - Decomission Dam Unexpected Road	A-11		24,200.00	24,200.00	-
Clean Communities Program	A-11		24,069.89	24,069.89	-

TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS

	Ref.	Anticipated		Realized	Excess or (Deficit)
		Budget	N.J.S. 40A:4-87		
Miscellaneous Revenues (continued):					
Special Items: (Continued)					
Other Special Items:		\$	\$	\$	\$
Due from Grant Fund	A-9	100,000.00		118,095.63	18,095.63
Trust Fund Reserves - Reserve for Fire Prevention	A-9	16,699.72		16,699.72	-
Reserve for Payment of Bonds (Debt Service Offset)	A-9	30,495.18		30,495.18	-
FEMA - Storm Damage - Capital Improvements - (Debt Service Offset)	A-9	57,000.00		57,000.00	-
FEMA - Storm Damage Reimbursement - Operating	A-9	45,740.94		147,574.51	101,833.57
Total Miscellaneous Revenues	A-1	<u>1,680,685.80</u>	<u>48,269.89</u>	<u>1,899,567.29</u>	<u>170,611.60</u>
Receipts from Delinquent Taxes	A-1:A-2	<u>101,000.00</u>		<u>100,478.52</u>	<u>(521.48)</u>
Amount to be Raised by Taxes for Support of Municipal Budget	A-2	<u>2,464,973.73</u>		<u>2,407,788.71</u>	<u>(57,185.02)</u>
Budget Totals		4,246,659.53	48,269.89	4,407,834.52	112,905.10
Non-Budget Revenues	A-1:A-2			28,305.70	28,305.70
		<u>\$ 4,246,659.53</u>	<u>\$ 48,269.89</u>	<u>\$ 4,436,140.22</u>	<u>\$ 141,210.80</u>

TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS

Analysis of Realized Revenues

Allocation of Current Tax Collections:

Revenues from Collections	\$	13,481,849.53
Allocated to:		
School, County and Other Taxes		11,287,660.40
Balance for Support of Municipal Budget Appropriations		2,194,189.13
Add: Appropriation		
"Reserve for Uncollected Taxes"		213,599.58
Amount for Support of Municipal Budget Appropriations	\$	2,407,788.71

Receipts from Delinquent Taxes:

Delinquent Tax Collections	\$	(15,735.28)
Tax Title Lien Collections		116,213.80
	\$	100,478.52

Analysis of Non-Budget Revenues:

Miscellaneous Revenue Not Anticipated:

Weymouth Municipal Alliance	\$	2,000.00	
Land Lease - Solar Project		5,000.00	
Elections		1,997.83	
Assembly Permit		100.00	
Recycled Oil		903.40	
Contribution		41.00	
Ethics Training		2,250.00	
Insurance Refunds		1,046.50	
Void Prior Checks		12.00	
Senior Citizens and Vets Admin Fee		1,729.38	
Jury Duty		40.00	
Vending Machine		270.00	
Miscellaneous		10,350.59	
Tax Searches		410.00	
Sale of Municipal Assets		2,155.00	
		28,305.70	\$ <u><u>28,305.70</u></u>

**TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS**

	Appropriations		Paid or Charged	Expended		(Overexpended) Unexpended Balance Cancelled
	Budget	Budget After Modification		Encumbered	Reserved	
OPERATIONS WITHIN "CAPS"						
GENERAL GOVERNMENT:						
Administrative and Executive						
Salaries and Wages	\$ 100,000.00	\$ 109,000.00	\$ 105,674.59	\$	\$ 3,325.41	\$
Other Expenses	42,000.00	38,000.00	27,269.84	1,966.95	8,763.21	
Mayor and Committee						
Salaries and Wages	49,500.00	49,500.00	48,716.62		783.38	
Other Expenses	7,900.00	7,900.00	7,268.64	631.36	-	
Municipal Clerk (Elections)						
Salaries and Wages	105,000.00	101,000.00	99,403.32		1,596.68	
Other Expenses	26,000.00	26,000.00	15,193.29	6,610.54	4,196.17	
Financial Administration						
Salaries and Wages	80,000.00	70,000.00	64,415.64		5,584.36	
Other Expenses	18,000.00	18,000.00	16,786.14	126.02	1,087.84	
Audit Services						
Annual Audit	29,900.00	29,900.00	29,900.00		-	
Assessment of Taxes						
Salaries and Wages	68,000.00	60,000.00	58,884.24		1,115.76	
Other Expenses	12,000.00	14,900.00	13,171.33	336.70	1,391.97	
Collector of Taxes						
Salaries and Wages	44,000.00	54,000.00	49,377.86		4,622.14	
Other Expenses	16,000.00	21,000.00	16,554.60	196.20	4,249.20	
Prosecutor						
Salaries and Wages	16,500.00	16,500.00	14,873.32		1,626.68	
Municipal Court						
Salaries and Wages	119,000.00	123,000.00	122,259.30		740.70	
Other Expenses	12,500.00	14,500.00	13,575.34	669.31	255.35	
Legal Services and Costs						
Other Expenses	85,000.00	85,000.00	82,717.28		2,282.72	
Engineering Services and Costs						
Professional Services	40,000.00	73,000.00	68,750.45	4,110.00	139.55	

**TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS**

	Appropriations		Expended			(Overexpended) Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	
LAND USE ADMINISTRATION:						
Planning Board						
Salaries and Wages	\$ 33,000.00	\$ 8,000.00	\$ 6,213.34	\$	\$ 1,786.66	\$
Other Expenses	4,000.00	4,000.00	3,575.42	350.07	74.51	
Zoning Board						
Salaries and Wages	15,000.00	13,000.00	12,353.34		646.66	
Other Expenses	3,000.00	3,000.00	2,361.20	19.50	619.30	
Code Enforcement						
Fire Inspector						
Salaries and Wages	7,000.00	7,000.00	6,918.00		82.00	
Other Expenses	5,000.00	5,000.00	4,587.29	19.50	393.21	
INSURANCE:						
General Liability	116,206.00	120,306.00	120,231.68		74.32	
Employee Group Health	197,000.00	197,000.00	174,517.36	15,207.90	7,274.74	
Health Benefits Waiver						
Salaries and Wages	47,000.00	21,500.00	20,387.40		1,112.60	
PUBLIC SAFETY:						
Police Department						
Salaries and Wages	12,000.00	12,500.00	12,389.46		110.54	
Other Expenses	100.00	100.00			100.00	
Office of Emergency Management						
Other Expenses	1,000.00	1,000.00	131.80		868.20	
First Aid Organizations - Contribution	40,000.00	40,000.00	37,592.00		2,408.00	
PUBLIC WORKS FUNCTIONS:						
Road Repair and Maintenance						
Salaries and Wages	406,000.00	414,000.00	412,885.10		1,114.90	
Other Expenses	110,000.00	110,000.00	73,096.78	31,903.75	4,999.47	
Vehicle Maintenance						
Maintenance and Repairs	30,000.00	30,000.00	17,908.91	4,237.80	7,853.29	
Public Building and Grounds						
Salaries and Wages	100.00	100.00			100.00	
Other Expenses	60,000.00	75,000.00	69,624.97	4,405.46	969.57	
Sanitation						
Other Expenses	292,000.00	282,000.00	252,178.47	25,273.16	4,548.37	
Hurricane Irene Expenses (Public Works)						
Salaries and Wages		8,000.00	8,000.00		-	
Other Expenses		6,000.00	6,000.00		-	

**TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS**

	Appropriations		Expended			(Overexpended) Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	
HEALTH AND WELFARE:						
Environmental Health Services						
Environmental Commission						
Other Expenses	\$ 1,000.00	\$ 1,000.00	\$ 959.12	\$	\$ 40.88	\$
Animal Control						
Other Expenses	20,400.00	5,400.00	5,100.00		300.00	
PARKS AND RECREATION:						
Parks and Playgrounds						
Salaries and Wages	100.00	100.00			100.00	
Other Expenses	40,000.00	29,900.00	19,370.99	1,700.00	8,829.01	
Summer Youth Program						
Other Expenses	500.00	500.00			500.00	
Celebration of Public Events						
Other Expenses	8,500.00	8,500.00	4,336.60	4,000.00	163.40	
UNCLASSIFIED:						
UTILITIES:						
Electricity	70,000.00	80,000.00	71,166.11	8,747.05	86.84	
Street Lighting	70,000.00	70,000.00	70,000.00		-	
Telephone	25,000.00	23,600.00	13,408.53	1,126.49	9,064.98	
Gas	5,000.00	5,000.00	3,825.85	326.68	847.47	
Fuel Oil	2,000.00	7,000.00	4,181.53		2,818.47	
Gasoline	40,000.00	45,000.00	14,105.96	25,004.26	5,889.78	
Landfill/Solid Waste Disposal Costs	212,000.00	212,000.00	184,239.84	25,586.68	2,173.48	
TOTAL OPERATIONS WITHIN "CAPS"	2,744,206.00	2,756,706.00	2,486,438.85	162,555.38	107,711.77	-
Contingent		-				-
TOTAL OPERATIONS INCLUDING CONTINGENT WITHIN "CAPS"	2,744,206.00	2,756,706.00	2,486,438.85	162,555.38	107,711.77	-
Detail:						
Salaries and Wages	1,055,200.00	1,037,700.00	1,014,364.13	-	23,335.87	-
Other Expenses	1,689,006.00	1,719,006.00	1,472,074.72	162,555.38	84,375.90	-

**TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS**

	Appropriations		Paid or Charged	Expended		(Overexpended) Unexpended Balance Cancelled
	Budget	Budget After Modification		Encumbered	Reserved	
DEFERRED CHARGES:						
Overexpenditure of Appropriations	\$ 5,371.90	\$ 5,371.90	\$ 5,371.90	\$ -	\$ -	
Overexpenditure of Grant Appropriation	7,045.77	7,045.77	7,045.77	-	-	
STATUTORY EXPENDITURES:						
Contributions to:						
Public Employee's Retirement System	113,994.00	113,994.00	113,994.00	-	-	
Social Security System (O.A.S.I.)	95,000.00	95,000.00	80,097.67	14,902.33		
Unemployment Compensation Insurance	9,500.00	10,900.00	8,709.43	2,190.57		-
TOTAL DEFERRED CHARGES AND STATUTORY EXPENDITURES WITHIN "CAPS"	<u>230,911.67</u>	<u>232,311.67</u>	<u>215,218.77</u>	<u>-</u>	<u>17,092.90</u>	<u>-</u>
CASH DEFICIT OF PRECEDING YEAR	120,034.68	120,034.68	119,209.68		825.00	-
TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES WITHIN "CAPS"	<u>3,095,152.35</u>	<u>3,109,052.35</u>	<u>2,820,867.30</u>	<u>162,555.38</u>	<u>125,629.67</u>	<u>-</u>
<u>OPERATIONS EXCLUDED FROM "CAPS"</u>						
STATUTORY EXPENDITURES:						
Police 911 Emergency	74,600.00	74,700.00	73,497.06		1,202.94	
TOTAL OTHER OPERATIONS EXCLUDED FROM "CAPS"	<u>74,600.00</u>	<u>74,700.00</u>	<u>73,497.06</u>	<u>-</u>	<u>1,202.94</u>	<u>-</u>
INTERLOCAL MUNICIPAL SERVICE AGREEMENTS						
Buena Vista Fire Districts - JIF Insurance	29,890.00	29,890.00	29,890.00	-	-	

**TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS**

	Appropriations		Paid or Charged	Expended		(Overexpended) Unexpended Balance Cancelled
	Budget	Budget After Modification		Encumbered	Reserved	
PUBLIC AND PRIVATE PROGRAMS OFFSET BY REVENUES						
Clean Communities Act	\$	\$ 24,069.89	\$ 24,069.89	\$	\$ -	\$
SFSP Fire District Payment	2,897.00	2,897.00	2,897.00		-	-
Municipal Alliance - State	25,010.00	25,010.00	25,010.00		-	-
Municipal Alliance - Local	6,250.00	6,250.00	6,250.00		-	-
Recycling Tonnage Grant	2,886.96	2,886.96	2,886.96		-	-
Interlocal Agreement - Decommission Dam Unexpected Road		24,200.00	24,200.00		-	-
TOTAL PUBLIC AND PRIVATE PROGRAMS OFFSET BY REVENUES	<u>37,043.96</u>	<u>85,313.85</u>	<u>85,313.85</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL OPERATIONS EXCLUDED FROM "CAPS"	<u>141,533.96</u>	<u>189,903.85</u>	<u>188,700.91</u>	<u>-</u>	<u>1,202.94</u>	<u>-</u>
Detail:						
Salaries and Wages	-	-	-	-	-	-
Other Expenses	141,533.96	189,903.85	188,700.91	-	1,202.94	-
CAPITAL IMPROVEMENTS						
Capital Improvement Fund	25,000.00	25,000.00	25,000.00		-	-
Lease/Purchase of Public Works Equipment	13,200.00	13,200.00	13,184.66		15.34	-
Lease/Purchase of Dispatch Equipment	9,000.00	9,000.00	8,984.76		15.24	-
Improvement to Roads	90,000.00	90,000.00	85,219.01	882.17	3,898.82	-
Reconstruction of Pancoast Road (Hurricane Irene)		28,900.00	28,900.00		-	-
PUBLIC AND PRIVATE PROGRAMS OFFSET BY REVENUES						
New Jersey Transportation Trust Fund Authority Act: Reconstruction of Cain's Mill Road - Phase IV	170,000.00	170,000.00	170,000.00		-	-
TOTAL CAPITAL IMPROVEMENTS	<u>307,200.00</u>	<u>336,100.00</u>	<u>331,288.43</u>	<u>882.17</u>	<u>3,929.40</u>	<u>-</u>
DEBT SERVICE						
Payment of Bond Principal	200,000.00	200,000.00	200,000.00			-
Payment of Bond Anticipation Notes and Capital Notes	57,000.00	57,000.00	57,000.00			-
Interest on Bonds	97,750.00	97,750.00	97,750.00			-
Interest on Notes	14,200.00	14,200.00	12,327.48			1,872.52
Green Trust Loan Program: Loan Repayments for Principal & Interest	20,223.64	20,223.64	20,223.64			-
TOTAL DEBT SERVICE	<u>389,173.64</u>	<u>389,173.64</u>	<u>387,301.12</u>	<u>-</u>	<u>-</u>	<u>1,872.52</u>

**TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS**

	Appropriations		Paid or Charged	Expended		(Overexpended) Unexpended Balance Cancelled
	Budget	Budget After Modification		Encumbered	Reserved	
DEFERRED CHARGES EXCLUDED FROM "CAPS"						
Special Emergency Authorization - 5 years	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ -	\$ -	\$ -
TOTAL DEFERRED CHARGES EXCLUDED FROM "CAPS"	<u>100,000.00</u>	<u>100,000.00</u>	<u>100,000.00</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES EXCLUDED FROM "CAPS"	<u>937,907.60</u>	<u>1,015,177.49</u>	<u>1,007,290.46</u>	<u>882.17</u>	<u>5,132.34</u>	<u>1,872.52</u>
SUBTOTAL GENERAL APPROPRIATIONS	<u>4,033,059.95</u>	<u>4,124,229.84</u>	<u>3,828,157.76</u>	<u>163,437.55</u>	<u>130,762.01</u>	<u>1,872.52</u>
Reserve for Uncollected Taxes	<u>213,599.58</u>	<u>213,599.58</u>	<u>213,599.58</u>		<u>-</u>	<u>-</u>
TOTAL GENERAL APPROPRIATIONS	<u>\$ 4,246,659.53</u>	<u>\$ 4,337,829.42</u>	<u>\$ 4,041,757.34</u>	<u>\$ 163,437.55</u>	<u>\$ 130,762.01</u>	<u>\$ 1,872.52</u>
Appropriated by 40A:4-87		\$ 48,269.89				
Emergency Authorizations (40A:4-47)		42,900.00				
Budget		4,246,659.53				
		<u>\$ 4,337,829.42</u>				
Reserve for Federal and State Grants - Appropriated			\$ 246,166.85			
Reserve for Federal and State Grants - Appropriated - Matching Funds			6,250.00			
Deferred Charges - Overexpenditure of Appropriations			5,371.90			
Deferred Charges - Cash Deficit of Preceding Year			119,209.68			
Deferred Charges - Emergency Appropriations			100,000.00			
Reserve for Hurricane Irene - Special Emergency			42,900.00			
Due to General Capital Fund			25,000.00			
Payroll Deductions			259,771.44			
Reserve for Uncollected Taxes			213,599.58			
Disbursed			3,023,487.89			
			<u>\$ 4,041,757.34</u>			

**EXHIBIT - B
TRUST FUND**

TOWNSHIP OF BUENA VISTA
TRUST FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

<u>Assets</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>Balance</u> <u>Dec. 31, 2010</u>
<u>Animal Control Fund</u>			
Cash and Investments	B-1	\$ 1,293.36	\$ 14,380.16
Due from State of New Jersey	B-5	1.80	3.00
		<u>1,295.16</u>	<u>14,383.16</u>
<u>Other Funds</u>			
Cash and Investments - Treasurer	B-2	250,601.74	345,438.18
Cash and Investments - Collector	B-6	23,876.31	29,929.05
Program Loans Receivable		54,138.88	9,773.55
Accounts Receivable Other		1,957.68	1,957.68
Due from Township Engineer		75.00	75.00
Due from Current Fund	A	-	13,386.21
		<u>330,649.61</u>	<u>400,559.67</u>
		<u>\$ 331,944.77</u>	<u>\$ 414,942.83</u>

TOWNSHIP OF BUENA VISTA
TRUST FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

<u>Liabilities, Reserves and Fund Balance</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>Balance</u> <u>Dec. 31, 2010</u>
<u>Animal Control Fund</u>			
Reserve for Animal Control Expenditures	B-3	\$ 1,295.16	\$ 8,911.66
Reserve for Cat Expenditures		-	5,471.50
		<u>1,295.16</u>	<u>14,383.16</u>
<u>Other Funds</u>			
Deposits for Redemption of Tax Sale Certificates		13,582.83	25,729.05
Premiums Received at Tax Sale		10,700.00	4,200.00
Due to Current Fund		1,768.73	-
Reserve for Special Events		13,282.90	6,562.32
Reserve for Community Development Block Grant	B-7	4,095.69	4,095.69
Reserve for Economic Development	B-7	5,521.06	82,997.80
Reserve for Residential Revolving Loans	B-7	58,130.05	96,042.03
Reserve for Program Loans Receivable		54,138.88	9,773.55
Reserve for Landfill Closure Escrow		75,918.17	75,868.63
Reserve for Site Plan Escrow Deposits		52,990.47	63,318.50
Reserve for Planning Escrow Deposits		24,039.03	-
Reserve for POAA		204.00	204.00
Reserve for Escrow - Mays Landing Sand and Gravel		9,794.44	9,802.34
Reserve for Rental Deposits		1,857.83	1,856.01
Reserve for Fire Prevention		-	16,699.72
Reserve for Fire Penalties		1,327.07	1,570.00
Reserve for Recreation Trust		1,831.80	331.80
Reserve for Summer Concert Series - Recreation		1,466.66	1,508.23
		<u>330,649.61</u>	<u>400,559.67</u>
		<u>\$ 331,944.77</u>	<u>\$ 414,942.83</u>

EXHIBIT - C
GENERAL CAPITAL FUND

TOWNSHIP OF BUENA VISTA
GENERAL CAPITAL FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

<u>Assets</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2011</u>	<u>Balance</u> <u>Dec. 31, 2010</u>
Cash and Investments	C-2,C-3	\$ 101,772.59	\$ 335,726.29
Deferred Charges to Future Taxation:			
Funded	C-5	2,271,944.42	2,488,481.02
Unfunded	C-6	485,450.00	542,450.00
		<u>\$ 2,859,167.01</u>	<u>\$ 3,366,657.31</u>
 <u>Liabilities, Reserves and Fund Balance</u>			
Serial Bonds Payable	C-8	\$ 2,100,000.00	\$ 2,300,000.00
Green Trust Loan Payable	C-8a	171,944.42	188,481.02
Bond Anticipation Notes Payable	C-9	465,500.00	522,500.00
Improvement Authorizations:			
Funded	C-7	11,166.02	11,166.02
Unfunded	C-7	67,368.15	311,433.57
Due to Current Fund	C-3	15,606.90	-
Reserve for Payment of Bonds	C-2,C-3	-	30,495.18
Capital Improvement Fund	C-4	25,000.00	-
Fund Balance	C-1	2,581.52	2,581.52
		<u>\$ 2,859,167.01</u>	<u>\$ 3,366,657.31</u>

TOWNSHIP OF BUENA VISTA
GENERAL CAPITAL FUND
STATEMENT OF FUND BALANCE - REGULATORY BASIS

Balance December 31, 2010	<u>Ref.</u> C		\$ 2,581.52
Balance December 31, 2011	C		\$ <u><u>2,581.52</u></u>

EXHIBIT - D
GENERAL FIXED ASSETS ACCOUNT GROUP

TOWNSHIP OF BUENA VISTA
GENERAL FIXED ASSETS ACCOUNT GROUP
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

	Balance Dec. 31, 2011	Balance Dec. 31, 2010
General Fixed Assets:		
Land Improvements	\$ 4,091,000.00	\$ 4,091,000.00
Buildings	1,783,886.20	1,783,886.20
Machinery and Equipment	<u>2,050,979.08</u>	<u>1,958,826.75</u>
Total General Fixed Assets	\$ <u><u>7,925,865.28</u></u>	\$ <u><u>7,833,712.95</u></u>
Investment in General Fixed Assets	\$ <u><u>7,925,865.28</u></u>	\$ <u><u>7,833,712.95</u></u>

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Accounting

The financial statements – regulatory basis of the Township of Buena Vista have been prepared in conformity with an “Other Comprehensive Basis of Accounting” (OCBOA) as established by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. This basis of accounting differs from Accounting Principles Generally Accepted in the United States of America (GAAP). The more significant of the Township’s accounting policies are described below.

Description of Financial Reporting Entity

The Township of Buena Vista is located in the County of Atlantic, State of New Jersey. The population according to the 2010 census is 7,570.

The Township is incorporated and operates under a Committee form of government. The Mayor is the chief executive officer of the Township and is appointed by the Township Committee.

Component Units

The financial statements of the component units of the Township of Buena Vista are not presented in accordance with Governmental Accounting Standards Board Statement (GASB) No. 14. If the provisions of GASB 14 had been complied with the other entity’s financial statements would have to be either blended or discretely presented with the financial statements – regulatory basis of the Township of Buena Vista, the primary government.

Basis of Presentation, Fund Accounting

The financial statements – regulatory basis of the Township of Buena Vista contain all funds and account groups in accordance with the “Requirements of Audit” as promulgated by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such principles and practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Under this method of accounting, the Township of Buena Vista accounts for its financial transactions through the following separate funds, which differ from the funds required by GAAP.

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 fund was created.

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

General Capital Funds

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

Budgets and Budgetary Accounting

The Township of Buena Vista must adopt an annual budget in accordance with N.J.S.A. 40A:4 et al. State statutes require the governing body to introduce and approve the annual municipal budget no later than February 10th 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 of introduction. 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.

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

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

Cash and Investments

New Jersey municipal units are required by N.J.S.A. 40A:5-14 to deposit public funds in a bank approved by the State Department of Banking and Insurance and organized under laws of the United States or the State of New Jersey or the New Jersey Cash Management Fund. N.J.S.A. 40A:5-15.1 provides a list of securities which may be purchased by New Jersey municipal units.

The cash management plan adopted by the Township of Buena Vista requires it to deposit funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act (GUDPA). GUDPA was enacted in 1970 to protect governmental units from a loss of funds on deposit with a failed banking institution in New Jersey.

N.J.S.A. 17:9-42 requires governmental units to deposit public funds only in public depositories located in New Jersey, where the funds are secured in accordance with the Act.

Public funds are defined as the funds of any governmental unit. Public depositories include banks (both state and federal), savings and loan institutions and savings banks, the deposits of which are federally insured. All public depositories pledge collateral, having a market value of 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 in the collateral pool, is available to pay the full amount of their deposits to the governmental units.

Generally, the Township considers all investments that mature in one year or less to be cash equivalents.

All certificates of deposit are recorded as cash regardless of date of maturity.

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

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 Fund Balance. Income is recognized in the year the receivables are liquidated. Interfund receivables in the other funds are not offset by reserves. GAAP does not require the establishment of an offsetting reserve.

Inventories of Supplies

The costs of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The costs of inventories are not included on the various balance sheets.

General Fixed Assets

Property and Equipment purchased by the Current and General Capital Funds are recorded as expenditures at the time of purchase and are not capitalized.

Accounting for Governmental Fixed Assets, as promulgated by Technical Accounting Directive No. 2 as issued by the Division of Local Government Services, differs in certain respects from GAAP. The following is a brief description of the provisions of the Directive. Fixed Assets used in governmental operations (“general fixed assets”) are accounted for in the General Fixed Assets Account Group. Public Domain (“Infrastructure”) fixed assets consisting of certain improvements other than buildings, such as roads, bridges, curbs and gutters, streets and sidewalks, and drainage systems, are not capitalized.

All fixed assets are valued at historical cost, or estimated historical cost if actual historical cost is not available.

No depreciation on general fixed assets is recorded in the financial statements – regulatory basis.

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

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

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 by returning 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 municipal use, it will be capitalized in the General Fixed Assets Account Group. GAAP requires property to be recorded in the General Fixed Assets Account Group at the market value at the time of acquisition.

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Deferred Charges

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

Appropriation Reserves

Appropriation Reserves covering unexpended appropriation balance 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 fiscal year. Lapsed appropriation reserves are recorded as income. Appropriation Reserves are not established under GAAP.

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 other governmental unit net of costs of the sale. The related costs of sale are recognized as revenue when received.

Fund Balance

Fund Balances included in the Current Fund and Utility Operating Funds represent amounts available for anticipation as revenue in future years' budgets, with certain restrictions.

Revenues

Revenues are recorded as received in cash except for certain amounts that are due from other governmental units. Revenue from federal and State grants is realized as revenue when anticipated as such in the Township's budget. 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. GAAP generally requires that grant revenue be recognized when actual expenditures financed by the grant are made.

Property Tax Revenues

Property tax revenues are collected in quarterly installments due February 1st, May 1st, August 1st, and November 1st. Property taxes unpaid on April 1st of the year following their final due date are subject to tax sale in accordance with statutes. 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 entities that follow. Receivables for property taxes are recorded with offsetting reserves on the balance sheet of the Township's Current Fund; accordingly, such amounts are not recorded as revenue until collected. GAAP requires such revenues to be recognized when they are available and measurable reduced by an allowance for doubtful accounts.

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

School Taxes

The Township is responsible for levying, collecting and remitting school taxes for the Township of Buena Regional School District. Fund Balance is charged for the full amount required to be raised from taxation to operate the school district from January 1st through December 31st.

County Taxes

The Township is responsible for levying, collecting and remitting county taxes for the County of Atlantic. Fund balance 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 10th of the current year. In addition fund balance is charged for the County share of added and omitted taxes certified to the County Board of Taxation by October 10th of the current year and due to be paid to the County by February 15th 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 minimum amount of the reserve, determined by the percentage of collections experienced in the preceding year, is required to provide assurance that cash collected in the current year will provide sufficient cash flow to meet expected obligations. A reserve for uncollected taxes is not established under GAAP.

Expenditures

Expenditures are recorded on the “budgetary” basis of accounting. Generally, expenditures are recorded when an amount is encumbered for goods or services through the issuance of a purchase order in conjunction with the encumbrance system. Outstanding encumbrances at December 31st are recorded as a cash liability. Appropriations for principal payments on outstanding General Capital and Utility Capital Fund bonds and notes are provided on the cash basis; interest on General Capital Fund indebtedness is on the cash basis, whereas interest on Utility Fund indebtedness is on the accrual basis. GAAP requires expenditures to be recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on long-term debt, which is recognized when due.

Compensated Absences and Post – Employment 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 post employment benefits, if any, which are also funded on a “pay as you go” basis. GAAP requires that the amount that would normally be liquidated with expendable financial resources be recorded as expenditure in the operating funds and the remaining obligations be recorded as long – term obligations.

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 2: LONG-TERM DEBT

Summary of Municipal Debt

	<u>Year</u> <u>2011</u>	<u>Year</u> <u>2010</u>	<u>Year</u> <u>2009</u>
Issued:			
General:			
Bonds and Notes	\$ 2,737,444.42	\$ 3,010,981.02	\$ 2,694,691.77
Total Issued	<u>2,737,444.42</u>	<u>3,010,981.02</u>	<u>2,694,691.77</u>
Authorized But Not Issued:			
General:			
Bonds and Notes	<u>19,950.00</u>	<u>19,950.00</u>	<u>19,950.00</u>
Total Authorized But Not Issued	<u>19,950.00</u>	<u>19,950.00</u>	<u>19,950.00</u>
Net Bonds and Notes Issued and Authorized But Not Issued	<u>\$ 2,757,394.42</u>	<u>\$ 3,030,931.02</u>	<u>\$ 2,714,641.77</u>

Summary of Statutory Debt Condition – Annual Debt Statement

The summarized statement of debt condition that follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicates a statutory net debt of 0.43%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Regional High School Debt	\$ 7,821,131.29	\$ 7,821,131.29	\$ -
General Debt	<u>2,757,394.42</u>	<u>-</u>	<u>2,757,394.42</u>
	<u>\$ 10,578,525.71</u>	<u>\$ 7,821,131.29</u>	<u>\$ 2,757,394.42</u>

Net debt \$2,757,394.42 divided by Equalized Valuation Basis per N.J.S.A. 40A:2-2 as amended, \$635,549,974.00 = 0.43%.

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

3-1/2% of Equalized Valuation Basis	\$ 22,244,249.09
Net Debt	<u>2,757,394.42</u>
	<u>\$ 19,486,854.67</u>

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 2: LONG-TERM DEBT (Continued)

Description of Bonds and Loans Payable

At December 31, 2011, bonds payable in the General Capital Fund consisted of the following individual issues:

\$2,490,000.00 General Bonds dated July 1, 2009 due in annual installments through July 1, 2019 bearing interest at a rate of 4.25% per annum. The balance remaining as of December 31, 2011 is \$2,100,000.00.

\$146,505.00 Green Trust Loan dated March 2, 1999, due in annual installments through March 2, 2016, bearing interest at 2.00% per annum. The balance remaining as of December 31, 2011 is \$47,198.29.

\$165,000.00 Green Trust Loan dated June 14, 2006, due in semi-annual installments through November 10, 2025, bearing interest at 2.00% per annum. The balance remaining as of December 31, 2011 is \$124,746.13.

Changes in Long-Term Debt

The following schedule represents the changes in the Long-term Debt:

	<u>Outstanding 12/31/10</u>	<u>Issues or Additions</u>	<u>Payments or Expenditures</u>	<u>Outstanding 12/31/11</u>
General Capital Fund:				
Bonds Payable	\$ 2,300,000.00	\$	\$ 200,000.00	\$ 2,100,000.00
Loans Payable	188,481.02		16,536.60	171,944.42
Total General Capital Fund	<u>\$ 2,488,481.02</u>	<u>\$ -</u>	<u>\$ 216,536.60</u>	<u>\$ 2,271,944.42</u>

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 2: LONG-TERM DEBT (Continued)

Schedule of Annual Debt Service for Principal and Interest for Serial Bonds Issued and Outstanding

Year Ending December 31	General Capital Fund	
	Principal	Interest
2012	\$ 210,000.00	\$ 89,250.00
2013	225,000.00	80,325.00
2014	235,000.00	70,762.50
2015	250,000.00	60,775.00
2016	265,000.00	50,150.00
2017-2019	915,000.00	79,050.00
	<u>\$ 2,100,000.00</u>	<u>\$ 430,312.50</u>

Schedule of Annual Debt Service for Principal and Interest for Green Trust Loans

Year Ending December 31,	General Capital Fund	
	Principal	Interest
2012	\$ 16,868.99	\$ 3,354.66
2013	17,208.05	3,015.59
2014	17,553.94	2,669.70
2015	17,906.76	2,316.88
2016	18,281.69	1,941.95
2017-2021	44,870.99	6,430.11
2022-2025	39,254.00	1,786.88
	<u>\$ 171,944.42</u>	<u>\$ 21,515.77</u>

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 2: LONG-TERM DEBT (Continued)

Short-Term Debt

Short-term debt provides for financing of governmental activities and capital projects. On December 17, 2011, the Township renewed special emergency notes to finance a revaluation program in the amount of \$100,000.00 at an interest rate of 1.19%. The 2011 budget appropriated \$100,000.00 to pay down the special emergency notes. The Township issued \$522,500.00 in Bond Anticipation Notes on December 21, 2010 to fund various capital projects. The Township budgeted a pay down of \$57,000 and issued \$465,500.00 in notes on December 21, 2011.

The following is a summary of changes in short-term debt for the year ended December 31, 2011.

	<u>Current Fund</u>	<u>General Capital Fund</u>	<u>Total</u>
Balance December 31, 2010	\$ 200,000.00	\$ 522,500.00	\$ 722,500.00
Increases		465,500.00	465,500.00
Decreases	<u>100,000.00</u>	<u>522,500.00</u>	<u>622,500.00</u>
Balance December 31, 2011	<u>\$ 100,000.00</u>	<u>\$ 465,500.00</u>	<u>\$ 565,500.00</u>

NOTE 3: COMPENSATED ABSENCES

The Township has permitted employees to accrue a maximum of 36 days of unused sick time, which may be taken as time off or paid at a later date at an agreed upon rate. Employees will be paid for 1/3 of the unused sick time in excess of 36 days. Vacation is not accrued, but can be accumulated no more than 2 years. All vacation time accumulated over 2 years is lost if not used. The accrued number of sick and vacation days exceeds 100, as of December 31, 2011. Based on 2011 pay rates and compensated absence balances, we estimate this liability to be \$100,091.26 as of December 31, 2011.

NOTE 4: TAXES COLLECTED IN ADVANCE

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

	<u>Balance December 31, 2011</u>	<u>Balance December 31, 2010</u>
Prepaid Taxes - Cash Liability	\$ 243,614.11	\$ 271,738.91

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 5: PENSION PLANS

Plan Descriptions

All eligible employees participate in the Public Employees' Retirement System (PERS) contributory defined benefit public employee retirement system that has been established by State Statute. The system is sponsored and administered by the State of New Jersey.

The Public Employees' Retirement System was established in January 1955, under the provisions of N.J.S.A. 43:14A, to provide coverage including post-retirement health care to substantially all full-time employees of the State or any County, Municipality, School district or public agency, provided the employee is not a member of another state-administered retirement system. Membership is mandatory for such employees and vesting occurs after 8 to 10 years of service and 25 years for health care coverage. Members are eligible for retirement at age 60, with an annual benefit generally determined to be 1/60th of the average annual compensation for the highest three fiscal years' compensation for each year of membership during years of creditable service. Early retirement is available to those under age 60 with 25 or more years of credited service. Anyone who retires early and is under age 55 receives retirement benefits as calculated in the above – mentioned formula but at a reduced rate (one-quarter of one percent for each month the member lacks of attaining the age 55).

The State of New Jersey, Department of Treasury, Division of Pensions and Benefits, issues publicly available financial reports that include the financial statements and required supplementary information for PERS and PFRS. The financial reports may be obtained by writing to the State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, P.O. Box 295, Trenton, NJ 08625-0295.

Funding Policy

The contribution policy for PERS is set by N.J.S.A. 43:15A and requires contributions by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. Members contribute at a uniform rate. PERS provides for employee contributions of 5.5% which was increased to 6.5% in 2011, of employees' annual compensation, as defined. Employers are required to contribute at an actuarially determined rate. The annual employer contribution includes funding for basic retirement allowances, cost-of-living adjustments and noncontributory death benefits.

Pension Deferral Program

Public Law 2009, c.19 (S-21) was enacted on March 17, 2009 and allows the Division of Pensions and Benefits to provide non-state government pension system employers the option of paying the full amount, or an amount that reflects a 50 percent reduction of the normal and accrued liability component of the PERS obligations for payments due in the State fiscal year ending June 30, 2009. The amount deferred will be repaid starting in April of 2012 over a 15 year period. The Township of Buena Vista has elected to defer that portion of their PERS obligation allowed by law. The deferred amount for PERS is shown below:

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 5: PENSION PLANS (Continued)

For the Public Employees' Retirement System, the Township's contribution was \$113,994.00 for 2011 and \$88,568.14 for 2010.

Three-Year Trend Information for PERS					
Funding Year Ended	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation	Pension Deferral	Amount Paid
12/31/11	\$ 113,994.00	100%	\$ 113,994.00		\$ 113,994.00
12/31/10	88,568.14	100%	88,568.14	34,614.00	53,954.14
12/31/09	77,833.00	100%	77,833.00		77,833.00

NOTE 6: DEFINED CONTRIBUTION RETIREMENT PROGRAM

Plan Description

The Defined Contribution Retirement Program (DCRP) was established July 1, 2007, under the provisions of Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007, and expanded under the provisions of Chapter 89, P.L. 2008. The DCRP provides eligible employees and their beneficiaries with a tax-sheltered, defined contribution retirement benefit, along with life insurance coverage and disability coverage.

Vesting and Benefits Provisions

Newly elected or appointed officials that have an existing DCRP account, or are a member of another State-administered retirement system are immediately invested in the DCRP. For newly elected or appointed officials that do not qualify for immediate vesting in the DCRP, employee and employer contributions are held during the initial year of membership. Upon commencing the second year of DCRP membership, the member is fully invested. However, if a member is not eligible to continue in the DCRP for a second year of membership, the member may apply for a refund of the employee contributions from the DCRP, while the employer contributions will revert back to the employer.

Retirement benefits for members are determined according to the applicable Tier level:

Tier 1 Membership: The retirement age is 60 for a Service or Deferred Retirement. For an Early Retirement, a member must have at least 25 years of service credit; however, if a member is under the age of 55 at the time of retirement, the retirement allowance is reduced 3 percent per year (1/4 of 1 percent per month) for each year the member is under age 55.

Tier 2 Membership: The retirement age is 60 for a Service or Deferred Retirement. For an Early Retirement a member must have at least 25 years of service credit; however, if a member is under the age of 60 at the time of retirement, the retirement allowance is reduced 1 percent per year (1/12 of 1 percent per month) for each year the member is under age 60 but over age 55, and 3 percent per year (1/4 of 1 percent per month) for each year the member is under age 55.

Tier 3 Membership: The retirement age is 62 for a Service or Deferred Retirement. For an Early Retirement a member must have at least 25 years of service credit; however, if a member is under the age of 62 at the time of retirement, the retirement allowance is reduced 1 percent per year (1/12 of 1 percent per month) for each year the member is under age 62 but over age 55, and 3 percent per year (1/4 of 1 percent per month) for each year the member is under age 55.

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 6: DEFINED CONTRIBUTION RETIREMENT PROGRAM (Continued)

Funding Policy

Members contribute at a uniform rate of 5.5% of their base salary. Employers are required to contribute at a set rate of 3.0% of base salary. There were no employees enrolled in the DCRP for the year ended December 31, 2011.

NOTE 7: CASH, CASH EQUIVALENTS AND INVESTMENTS

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. At December 31, 2011, the carrying amount of the Township's deposits was \$1,208,934.60 and the bank balance was \$2,116,816.44. Of the bank balance, \$323,547.42 was insured with Federal Deposit Insurance and \$1,783,174.68 was covered by GUDPA and \$10,094.34 was uninsured.

Pursuant to GASB Statement No. 40, "Deposit and Investment Risk Disclosures" ("GASB 40"), the Township's bank accounts are profiled in order to determine exposure, if any to Custodial Credit Risk (risk that in the event of failure of the counterparty the Township would not be able to recover the value of its deposits or investment). Deposits are considered to be exposed to Custodial Credit Risk if they are uncollateralized (securities not pledged by the depositor), collateralized with securities held by the pledging institution or collateralized with securities held by the financial institution's trust department or agent but not in the government's name. At December 31, 2011, all of the Township's deposits were collateralized by securities held in its name and, accordingly, not exposed to custodial credit risk. The Township does not have a policy for custodial credit risk.

Investments

For the year ended December 31, 2011, the Township had no investments.

NOTE 8: PROPERTY TAXES

Property valuations (assessments) are determined on true values as arrived at by a cost approach, market data approach and capitalization of net income where appropriate. Current assessments are the results of new assessments on a like basis with established comparable properties for newly assessed or purchased properties. This method assures equitable treatment to like property owners, but it often results in a divergence of the assessment ratio to true value.

Upon the filing of certified adopted budgets by the municipality, the local and regional school districts, and the county, the tax rate is struck by the County Board of Taxation based on the certified amounts in each of the taxing districts for collection to fund budgets. The statutory provision for the assessment of property, levying of taxes and the collection thereof is set forth in N.J.S.A. 54:4 et seq. Special taxing districts are permitted in New Jersey for various special services rendered to the properties located within the special districts.

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 8: PROPERTY TAXES (Continued)

Tax bills are mailed annually in June. The taxes are due February 1 and May 1 respectively, and are adjusted to reflect the current fiscal year's total tax liability. The preliminary taxes, due August 1 and November 1 of the succeeding fiscal year, are based upon one-half of the current year's total tax.

Tax installments not paid on or before the due date are subject to interest penalties of 8% per annum on the first \$1,500 of the delinquency and 18% per annum on any amount in excess of \$1,500. Pursuant to P.L. 1991, c. 75, the governing body may also fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000 who fails to pay that delinquency prior to the end of the calendar year. The penalty so fixed shall not exceed 6% of the amount of the delinquency. The interest and penalties are the highest permitted under New Jersey Statutes. Delinquent taxes open for one year or more are annually included in the tax sale in accordance with New Jersey Statutes.

The New Jersey Statutes provide a taxpayer with remedial procedures for appealing an assessment deemed excessive. Prior to February 1 of each year, the municipality must mail to each property owner a notice of the current assessment and taxes on the property. The taxpayer has a right to petition the County Tax Board on or before April 1 for review. Due to errors or delinquencies in notices sent to property owners, the April 1 deadline to file an appeal petition may be extended. The County Board of Taxation has the authority after a hearing to decrease or reject the appeal petition. These adjustments are usually concluded within the current tax year and reductions are shown as canceled or remitted taxes for that year. If the taxpayer feels the County Board of Taxation unsatisfactorily reviewed the petition, appeal may be made to the Tax Court of New Jersey for further hearing. Some Tax Court appeals may take several years prior to settlement and any losses in tax collection from prior years are charged to a reserve set aside for this purpose or directly charged to Fund Balance.

The following is a three-year comparison of certain statistical information relative to property taxes and property tax collections for the current and previous two years:

Comparative Schedule of Tax Rates			
	2011	2010 R	2009
Tax Rate	\$ 1.972	\$ 1.866	\$ 4.273
Apportionment of Tax Rate:			
Municipal	0.375	0.353	0.770
County	0.348	0.323	0.735
Regional School	1.249	1.190	2.768

R - Revaluation

Assessed Valuation	
2011	\$ 634,129,406.00
2010 R	660,128,200.00
2009	281,274,406.00

R - Revaluation

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 8: PROPERTY TAXES (Continued)

Comparison of Tax Levies and Collections

Year	Tax Levy	Collections	Percentage of Collections
2011	\$ 13,771,647.54	\$ 13,481,849.53	97.90%
2010	13,150,656.07	12,845,257.90	97.68%
2009	12,908,340.43	12,796,662.04	99.13%

Delinquent Taxes and Tax Title Liens

Year	Tax Title Liens	Delinquent Taxes	Total Delinquent	Percentage of Tax Levy
2011	\$ 318,812.34	\$ 60,139.39	\$ 378,951.73	2.75%
2010	212,327.09	25,738.69	238,065.78	1.81%
2009	106,086.19	23,987.52	130,073.71	1.01%

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, was as follows:

Year	Amount
2011	\$ 6,907,272.24
2010	6,907,272.24
2009	7,017,372.24

NOTE 9: ECONOMIC DEPENDENCY

The Township of Buena Vista receives support from the State of New Jersey through state aid and grants. A significant reduction in the level of support, if this were to occur, would have an effect on the Township's programs and activities.

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 10: FUND BALANCES APPROPRIATED

The following schedule details the amount of fund balances available at the end of each year and the amounts utilized in the subsequent year's budgets:

<u>Year</u>	<u>Balance December 31st</u>	<u>Succeeding Year</u>	<u>Percent Utilized</u>
2011	\$ 255,994.91	\$ 121,500.00	47.46%
2010	42,828.95	-	0.00%
2009	227,828.95	185,000.00	81.20%
2008	128,287.38	-	0.00%
2007	403,287.38	275,000.00	68.19%

NOTE 11: RECEIVABLES AND PAYABLES WITHIN THE REPORTING ENTITY

Receivables and payables at December 31, 2011 are as follows:

<u>Amount</u>	<u>Due To</u>	<u>Due From</u>
\$ 8,880.00	Federal and State Grant Fund	Current Fund
1,768.73	Current Fund	Trust Fund - Other
15,606.90	Current Fund	General Capital Fund
<u>\$ 26,255.63</u>		

The Current Fund interfund receivable consists of an interfund of \$8,880.00 that is due to the Federal and State Grant Fund as a result of reclassification of expenditures in the Grant Fund to the Current Fund. The interfund payable of \$1,768.73 to the Current Fund by the Trust Fund - Other is a result of expenditures by the Current Fund that are going to be repaid by the Current Fund. The interfund of \$15,606.90 due from the General Capital Fund to the Current Fund is a result of reclassification of expenditures to the General Capital Fund and a Reserve to Pay Bonds to be turned over to the Current Fund.

NOTE 12: BUDGETARY DATA

Annually, Township Committee adopts the annual appropriation budgets for the Current Fund and the Capital Improvement Plan. Once approved, the Township Committee may amend the legally adopted budget when unexpected modifications are required in estimated revenues and appropriations.

Supplemental appropriations per N.J.S.A. 40A:4-46 and 54, Emergencies and Special Emergencies, become charges against the budget of the following year per N.J.S.A. 40A:4-47 except when financing is provided for by bonding ordinances.

Budget transfers between appropriation accounts are prohibited until the last two months of the year. The Township Committee approves the transfers by resolution. Budgetary transfers during the year were not significant.

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 13: FEDERAL AND STATE GRANTS

In the normal course of operations, the Township receives grant funds from various Federal and State agencies. The grant programs are subject to audit by agents of the granting authority, the purpose of which is to ensure compliance with conditions precedent to the granting of funds. Any liability for reimbursement which may arise as a result of these audits is not believed to be material.

NOTE 14: GENERAL FIXED ASSETS

The following schedule is a summarization of the changes in General Fixed Assets for the year ended December 31, 2011:

	Balance as of December 31, 2010	Additions	Disposals	Balance as of December 31, 2011
Land Improvements	\$ 4,091,000.00	\$ -	\$ -	\$ 4,091,000.00
Buildings	1,783,886.20	-	-	1,783,886.20
Machinery & Equipment	1,958,826.75	92,152.33	-	2,050,979.08
Total	\$ 7,833,712.95	\$ 92,152.33	\$ -	\$ 7,925,865.28

NOTE 15: JOINT INSURANCE POOL

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

- Workers' Compensation
- General Liability, Law Enforcement Liability
- Employee Benefits Liability
- Public Official Liability
- Property, Real and Personal
- Automobile Liability
- Boiler and Machinery
- Crime, Fidelity

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.

TOWNSHIP OF BUENA VISTA
NOTES TO FINANCIAL STATEMENTS –
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2011 AND 2010
(CONTINUED)

NOTE 16: LITIGATION

According to the Township's Solicitor, there are no claims in existence against the Township that would materially effect the Township's financial position.

NOTE 17: LANDFILL CLOSURE

The Township has established a Landfill Closure Account for the purpose of funding the costs of closing the Township landfill site. Charges to this account are for expenses involved with the closing of the landfill, such as fencing off the site and fill. This account has a balance of \$73,547.42 at December 31, 2011.

NOTE 18: SUBSEQUENT EVENTS

Management has reviewed and evaluated all events and transactions that occurred between December 31, 2011 and June 15, 2012, the date that the financial statements were issued for possible disclosure and recognition in the financial statements, and no items have come to attention of the Township that would require disclosure.

SUPPLEMENTARY INFORMATION

TOWNSHIP OF BUENA VISTA
CURRENT FUND
SCHEDULE OF CASH - TREASURER

	Ref.	Current Fund	Federal and State Grant Fund
	A	\$ 461,148.10	\$ -
Balance December 31, 2010			
Increased By Receipts:			
Tax Collector	A-5	\$ 13,515,661.72	\$
Revenue Accounts Receivable	A-9	1,460,197.86	
State of New Jersey (c. 73, P.L. 1976)		86,469.18	
Reserve for Garden State Trust Fund	A	15,398.00	
Due to State of New Jersey - Marriage Licenses		950.00	
Due to Fire Districts - FEMA Funds	A	6,302.63	
Reserve for Clerks Escrow - Deposits for			
Sale of Property and Park Rental		1,359.35	
Due from Trusts - Other		4,986.60	
Land Sale Deposit		25,000.00	
Prepaid Licenses and Fees	A	15,354.93	
Security Deposit on Rentals		940.00	
Due from Federal and State Grant Fund		118,095.63	
Due from Current Fund - Grant Fund Overexpenditures			7,045.77
Due from Current Fund - Matching Funds	A-4		6,250.00
Federal and State Grants Receivable	A-11		468,704.11
Federal and State Grants Unappropriated	A-12		2,915.62
		<u>15,250,715.90</u>	<u>484,915.50</u>
		15,711,864.00	484,915.50
Decreased By Disbursements:			
2011 Appropriations	A-3	3,023,487.89	
2010 Appropriation Reserves	A-10	111,968.70	
Due to Grant Fund - Matching Funds	A-3	6,250.00	
County Taxes	A-7	2,272,956.86	
Regional District School Taxes	A-7	8,195,460.39	
Special District Taxes	A-7	867,565.00	
Payroll Deductions Payable		265,426.35	
Due to State of New Jersey - Marriage Licenses		1,100.00	
Refund of Taxes		14,239.97	
Reserve for Hurricane Irene		41,382.91	
Return of Escrow Deposits		1,100.00	
Special Emergency Notes Payable	A	100,000.00	
Due to General Capital Fund		10,111.72	
Prior Year Refund		91.02	
Due to Community Development Corp.			45,984.99
Due to Current Fund			118,095.63
Federal and State Grants Appropriated	A-13		290,867.47
		<u>14,911,140.81</u>	<u>454,948.09</u>
Balance December 31, 2011	A	\$ <u>800,723.19</u>	\$ <u>29,967.41</u>

TOWNSHIP OF BUENA VISTA
CURRENT FUND
SCHEDULE OF CASH - COLLECTOR

	<u>Ref.</u>			
Balance December 31, 2010	<u>A</u>			\$ -
Increased By Receipts:				
Taxes Receivable	A-7	\$	13,106,124.34	
Interest and Cost on Taxes	A-2		49,709.47	
Tax Title Liens	A-8		116,213.80	
Prepaid Taxes	A		<u>243,614.11</u>	
				<u>13,515,661.72</u>
				13,515,661.72
Decreased By Disbursements:				
Payment to Treasurer	A-4		<u>13,515,661.72</u>	
				<u>13,515,661.72</u>
Balance December 31, 2011	A			<u>\$ -</u>

**TOWNSHIP OF BUENA VISTA
CURRENT FUND
SCHEDULE OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY**

Year	Balance Dec. 31, 2010	2011 Levy	Added Taxes	Collections		Adjustments	Transferred To Tax Title Liens	Balance Dec. 31, 2011
				2010	2011			
Arrears \$	15,922.18	\$	10,598.29	\$	\$	538.73	\$	27,059.20
2010	9,816.51				(15,735.28)	(21,698.01)	(1,824.64)	5,678.42
	<u>25,738.69</u>	-	10,598.29	-	(15,735.28)	(21,159.28)	(1,824.64)	32,737.62
2011		13,736,659.47	34,988.07	271,738.91	13,210,110.62	(45,773.44)	216,622.80	27,401.77
	<u>\$ 25,738.69</u>	<u>\$ 13,736,659.47</u>	<u>\$ 45,586.36</u>	<u>\$ 271,738.91</u>	<u>\$ 13,194,375.34</u>	<u>\$ (66,932.72)</u>	<u>\$ 214,798.16</u>	<u>\$ 60,139.39</u>
Ref.	A			A			A-8	A

Cash
Chapter 73, P.L. 1976

Ref.
A-5

\$ 13,106,124.34
88,251.00
\$ 13,194,375.34

Analysis of 2011 Property Tax Levy
Tax Yield:

General Property Tax \$ 12,923,578.47
Special District Taxes 813,081.00
Added Taxes (54:4-63.1 et seq.) 34,988.07

\$ 13,771,647.54

Tax Levy:

Regional School Tax 8,195,460.41
County Taxes 2,272,956.86
County Taxes Added and Omitted 6,162.13
Special District Tax 813,081.00

Local Tax for Municipal Purposes \$ 2,464,973.73
Add: Additional Tax Levied 19,013.41

2,483,987.14
\$ 13,771,647.54

TOWNSHIP OF BUENA VISTA
CURRENT FUND
SCHEDULE OF TAX TITLE LIENS

Balance December 31, 2010	<u>Ref.</u> A		\$	212,327.09
Increased By:				
Transfers from Taxes Receivable	A-7	\$		214,798.16
Interest and Costs on Tax Sale				8,471.75
				<u>223,269.91</u>
				435,597.00
Decreased By:				
Collections	A-5			116,213.80
Canceled				570.86
				<u>116,784.66</u>
Balance December 31, 2011	A		\$	<u><u>318,812.34</u></u>

TOWNSHIP OF BUENA VISTA
CURRENT FUND
SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE

	Ref.	Balance Dec. 31, 2010	Accrued In 2011	Collected	Balance Dec. 31, 2011
<u>Miscellaneous Revenue Anticipated:</u>					
Clerk:					
Licenses:					
Alcoholic Beverages	A-2	\$ -	\$ 7,780.00	\$ 7,780.00	\$ -
Fees and Permits	A-2		215,374.32	205,574.32	9,800.00
Municipal Court - Fines and Costs	A-2	6,906.81	97,961.68	98,693.00	6,175.49
Energy Receipts Tax	A-2	-	687,071.00	687,071.00	-
Consolidated Municipal Property Tax Relief	A-2	-	14,098.00	14,098.00	-
Interest on Investments and Deposits	A-2	-	23,765.30	23,765.30	-
Buena Vista Township Fire Districts - JIF Insurance	A-2	-	29,890.00	29,890.00	-
Solid Waste Transfer Fee	A-2	9,985.50	32,539.00	42,524.50	-
Rent of Patcong Building	A-2	-	5,980.00	5,980.00	-
Rent of Post Office	A-2	-	18,876.00	18,876.00	-
Rent of Deli	A-2	-	6,000.00	5,500.00	500.00
Rent of House (Toy Store)	A-2	-	7,150.00	6,600.00	550.00
Verizon Cell Tower Lease	A-2	-	32,158.70	32,158.70	-
TV Cable Franchise Fee	A-2	-	19,563.75	19,563.75	-
Uniform Fire Safety Inspection Fees	A-2	-	14,224.91	14,224.91	-
Rental - Martin Luther King Center	A-2	-	6,128.45	6,128.45	-
Due from Grant Fund	A-2	-	118,095.63	118,095.63	-
FEMA - Storm Damage Reimbursement - Operating	A-2	-	147,574.51	147,574.51	-
Trust Fund Reserves - Reserve for Fire Prevention	A-2	-	16,699.72	16,699.72	-
Reserve for Payment of Bonds (Debt Service Offset)	A-2	-	30,495.18	30,495.18	-
FEMA - Storm Damage - Capital Improvements - (Debt Service Offset)	A-2	-	57,000.00	57,000.00	-
Miscellaneous Revenue Not Anticipated	A-2	4,600.00	23,705.70	28,305.70	-
TOTALS		\$ 21,492.31	\$ 1,612,131.85	\$ 1,616,598.67	\$ 17,025.49
	Ref.	A			
	A-4			Cash Received	\$ 1,460,197.86
				Due from Grant Fund	118,095.63
				Due from General Capital	30,495.18
	A			Prepaid Licenses and Fees	7,810.00
				\$ 1,616,598.67	

TOWNSHIP OF BUENA VISTA
CURRENT FUND
SCHEDULE OF APPROPRIATION RESERVES - PRIOR YEAR

	Balance Dec. 31, 2010	Balance After Transfers	Paid or Charged	Balance Lapsed	Over- Expended
Other Expenses:					
Administrative and Executive	\$ 2,013.53	\$ 2,013.53	\$ 2,013.53	\$ -	\$ -
Mayor and Committee	226.91	526.91	465.00	61.91	
Municipal Clerk (Elections)	161.59	161.59	161.59	-	
Financial Administration	1,225.58	1,225.58	716.29	509.29	
Assessment of Taxes	476.13	476.13	317.69	158.44	
Collector of Taxes	2,161.34	2,961.34	869.12	2,092.22	
Municipal Court	2,318.31	2,318.31	132.00	2,186.31	
Legal Services and Costs	9,398.06	9,398.06	9,398.00	0.06	
Engineering Services and Costs	20,890.15	20,890.15	20,890.15	-	
Fire Inspector	97.90	97.90	11.39	86.51	
General Liability		1,000.00	1,000.00	-	
Employee Group Health	111.07	111.07	111.07	-	
Road Repairs and Maintenance	6,101.81	3,491.81	3,467.85	23.96	
Vehicle Maintenance and Repairs	1,776.24	1,776.24	139.19	1,637.05	
Public Buildings and Grounds	2,543.19	3,553.19	3,552.02	1.17	
Sanitation	23,086.53	23,086.53	21,931.25	1,155.28	
Parks and Playground	3,977.33	3,977.33	1,499.16	2,478.17	
Electricity	259.72	3,459.72	3,457.74	1.98	
Street Lighting		5,500.00	5,487.04	12.96	
Telephone	1,780.77	3,280.77	3,221.65	59.12	
Fuel Oil		1,600.00	1,552.23	47.77	
Gasoline	12,912.20	15,612.20	15,538.85	73.35	
Landfill/Solid Waste Disposal Costs	21,018.13	21,018.13	15,378.95	5,639.18	
SFSP Fire District Payment	656.94	656.94	656.94	-	
Other Accounts with No Change	39,203.42	24,203.42		24,203.42	
TOTALS	\$ 152,396.85	\$ 152,396.85	\$ 111,968.70	\$ 40,428.15	\$ -
	Ref.			A-1	A
Appropriation Reserves	\$ 78,849.94		\$		
Encumbrances Payable	73,546.91				
Cash Disbursed			111,968.70		
	\$ 152,396.85		\$ 111,968.70		

TOWNSHIP OF BUENA VISTA
CURRENT FUND
SCHEDULE OF FEDERAL AND STATE GRANTS RECEIVABLE

<u>Purpose</u>	<u>Balance Dec. 31, 2010</u>	<u>Anticipated Revenues</u>	<u>Received</u>	<u>Cancelled</u>	<u>Balance Dec. 31, 2011</u>
State:					
Municipal Alliance Program - 2007	\$ 21,926.10	\$	\$ 16,829.50	\$	\$ 5,096.60
Municipal Alliance Program - 2008	3,363.78				3,363.78
Municipal Alliance Program - 2009	2,855.48				2,855.48
Municipal Alliance Program - 2011		25,010.00	10,011.05		14,998.95
New Jersey Transportation Trust Fund Authority Act:					
Bikepath	32,075.00				32,075.00
Cain's Mill Road Phase III	60,350.00		60,350.00		-
Richland Bikepath	148,000.00				148,000.00
Cains Mill Road - Phase IV		170,000.00	107,850.00		62,150.00
Clean Communities Program - 2011	-	24,069.89	24,069.89		-
Cultural Arts Grant - 2009	1,100.00				1,100.00
NJ DOT - Bikeway Program - 2000	8,717.38				8,717.38
New Jersey DEP - Hazardous Discharge Site Remediation	3,945.39				3,945.39
Department of Community Affairs - Shared Services Grant:					
Municipal Share	600.00				600.00
Recycling Tonnage Grant	-	2,886.96	2,886.96		-
Federal:					
Small Cities Community Development Block Grant:					
Neighborhood Stabilization - 2009	363,630.40		148,630.75		214,999.65
Small Cities- Public Works Garage	21,590.00				21,590.00
Small Cities- Building Improvements	9,588.00				9,588.00
Road Reconstruction - 2010	152,000.00		98,075.96		53,924.04

TOWNSHIP OF BUENA VISTA
CURRENT FUND
SCHEDULE OF FEDERAL AND STATE GRANTS RECEIVABLE

<u>Purpose</u>	<u>Balance Dec. 31, 2010</u>	<u>Anticipated Revenues</u>	<u>Received</u>	<u>Cancelled</u>	<u>Balance Dec. 31, 2011</u>
Other:					
Atlantic County Open Space Funding - 2008	\$ 3,500.00	\$	\$	\$	\$ 3,500.00
Atlantic County Office of Culture & Heritage Affairs	1,050.00				1,050.00
Atlantic County - Shared Services					
Decommission Dam / Unexpected Road	-	24,200.00			24,200.00
TOTALS	\$ <u>834,291.53</u>	\$ <u>246,166.85</u>	\$ <u>468,704.11</u>	\$ <u>-</u>	\$ <u>611,754.27</u>
Ref.	A				A
		Ref.			
Cash Received		A-4	\$ 468,704.11		
Transferred from Unappropriated Reserves		A-12	-		
			<u>\$ 468,704.11</u>		

TOWNSHIP OF BUENA VISTA
CURRENT FUND
SCHEDULE OF RESERVES FOR FEDERAL AND STATE GRANTS - UNAPPROPRIATED

<u>Purpose</u>	<u>Balance</u> <u>Dec. 31, 2010</u>	<u>Received</u>	<u>Anticipated</u> <u>Revenues</u>	<u>Balance</u> <u>Dec. 31, 2011</u>
Optional Safety Award - 2003	\$ 0.05	\$	\$	\$ 0.05
Recycling Tonnage Grant - 2011	-	2,915.62		2,915.62
TOTALS	<u>\$ 0.05</u>	<u>\$ 2,915.62</u>	<u>\$ -</u>	<u>\$ 2,915.67</u>
Ref.	A	A-4	A-11	A

TOWNSHIP OF BUENA VISTA
CURRENT FUND
SCHEDULE OF APPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

<u>Purpose</u>	<u>Balance</u> <u>Dec. 31, 2010</u>	<u>Budget</u> <u>Appropriations</u>	<u>Expended</u>	<u>Other</u>	<u>Balance</u> <u>Dec. 31, 2011</u>
State:					
Clean Communities Program:					
1/1/09 to 12/31/09	\$ 15,057.29				\$ 15,057.29
1/1/10 to 12/31/10	24,601.24		(367.64)		24,968.88
1/1/11 to 12/31/11		24,069.89	13,184.95		10,884.94
Municipal Alliance Program:					
1/1/11 to 12/31/11	-	31,260.00	24,472.45		6,787.55
New Jersey Transportation Trust Fund					
Bikeway Program - 2000	2,345.28				2,345.28
Richland Bikepath	148,000.00				148,000.00
Cains Mill Road - Phase IV	-	170,000.00	149,671.95		20,328.05
Recycling Tonnage Grant	569.11				569.11
Recycling Tonnage Grant - 2006	947.50				947.50
Recycling Tonnage Grant - 2008	542.13				542.13
Recycling Tonnage Grant - 2009	2,117.06				2,117.06
Recycling Tonnage Grant - 2010	2,221.70				2,221.70
Recycling Tonnage Grant - 2011	-	2,886.96			2,886.96
NJDEP - Hazardous Discharge Site Remediation	29,112.50				29,112.50
Nature Trails Program	5,100.00				5,100.00
Federal:					
Small Cities Community Development					
Block Grant:					
Neighborhood Stabilization 2009	363,630.40		148,630.75		214,999.65
Road Reconstruction 2010	45,044.04		(8,880.00)		53,924.04
FEMA - Dam Reconstruction	42,860.20				42,860.20

TOWNSHIP OF BUENA VISTA
CURRENT FUND
SCHEDULE OF APPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS

<u>Purpose</u>	<u>Balance</u> <u>Dec. 31, 2010</u>	<u>Budget</u> <u>Appropriations</u>	<u>Expended</u>	<u>Other</u>	<u>Balance</u> <u>Dec. 31, 2011</u>
Other:					
Atlantic County JIF:					
Optional Safety Grant - 2010	\$ 1,355.26	\$	\$	\$	\$ 1,355.26
Atlantic County Shared Services					
Decommision Dam / Unexpected Road	-	24,200.00			24,200.00
TOTALS	<u>\$ 683,503.71</u>	<u>\$ 252,416.85</u>	<u>\$ 326,712.46</u>	<u>\$ -</u>	<u>\$ 609,208.10</u>
	<u>Ref.</u>				A
Grant Reserve	\$ 683,136.07				
Encumbrances Payable	367.64		\$ 35,844.99		
Cash Disbursed			290,867.47		
	<u>\$ 683,503.71</u>		<u>\$ 326,712.46</u>		

TOWNSHIP OF BUENA VISTA
TRUST FUND
SCHEDULE OF ANIMAL CONTROL CASH - TREASURER

	<u>Ref.</u>		
Balance December 31, 2010	<u>B</u>		\$ 14,380.16
Increased By Receipts:			
Dog License Fees	B-3	\$ 8,198.00	
State License Fees	B-5	2,274.00	
Other	B-3	75.60	
Cat License Fees		869.00	
		<hr/>	<hr/>
			11,416.60
			<hr/>
			25,796.76
Decreased By Disbursements:			
State of New Jersey	B-5	2,272.80	
Animal Control Expenditures	B-3	22,230.60	
		<hr/>	<hr/>
			24,503.40
			<hr/>
Balance December 31, 2011	B		\$ <u><u>1,293.36</u></u>

TOWNSHIP OF BUENA VISTA
TRUST FUND
SCHEDULE OF OTHER TRUST CASH - TREASURER

Balance December 31, 2010	<u>Ref.</u> B		\$ 345,438.18
Increased By Receipts:			
Due from Current Fund - CDBG		\$ 20,548.06	
Reserve for:			
Special Events		30,314.04	
Community Development Block Grant	B-7	39,029.91	
Landfill Closure		49.54	
Site Plan Escrow		11,089.22	
Planning Board Escrow		53,616.38	
Recreation Trust		3,142.00	
Fire Prevention Fees		3,072.26	
Escrow Deposit - Rental Deposits		1.82	
Escrow Deposit - Mays Landing Sand & Gravel		9.80	
		<hr/>	
			<u>160,873.03</u>
			506,311.21
Decreased By Disbursements:			
Reserve for:			
Special Events		23,593.46	
Community Development Block Grant	B-7	154,418.63	
Site Plan Escrow		21,417.25	
Planning Board Escrow		29,577.35	
Escrow Deposit - Mays Landing Sand & Gravel		17.70	
Recreation Trust		1,642.00	
Summer Concert Series		791.57	
Due to Current Fund - Summer Concerts		4,236.60	
Fire Prevention Expenses		19,771.98	
Fire Penalties		242.93	
		<hr/>	
			<u>255,709.47</u>
Balance December 31, 2011	B		\$ <u><u>250,601.74</u></u>

TOWNSHIP OF BUENA VISTA
TRUST FUND
SCHEDULE OF RESERVE FOR ANIMAL CONTROL EXPENDITURES

Balance December 31, 2010	<u>Ref.</u> B		\$	8,911.66
Increased By:				
Dog License Fees Collected	B-1	\$		8,198.00
Other	B-1			944.60
				<u>9,142.60</u>
				18,054.26
Decreased By Disbursements:				
Animal Control Expenditures	B-1			<u>16,759.10</u>
				16,759.10
Balance December 31, 2011	B		\$	<u><u>1,295.16</u></u>

License Fees Collected

	<u>Year</u>		\$	
2009		\$		7,221.20
2010				8,353.80
		\$		<u><u>15,575.00</u></u>

TOWNSHIP OF BUENA VISTA
TRUST FUND
SCHEDULE OF DUE TO CURRENT FUND - ANIMAL CONTROL FUND

Balance December 31, 2010	<u>Ref.</u> B		\$	-
Increased By:				
Interest Earned	B-3	\$	_____	-

				-
Decreased By:				
Paid to Current Fund	B-1		_____	-

Balance December 31, 2011	B		\$	- =

SCHEDULE OF AMOUNT DUE TO (FROM) STATE OF NEW JERSEY

Balance December 31, 2010 (Due From)	<u>Ref.</u> B		\$	(3.00)
Increased By:				
Collected in 2011	B-1	\$	2,274.00	2,274.00

				2,271.00
Decreased By:				
Paid to State of New Jersey	B-1		2,272.80	2,272.80

Balance December 31, 2011 (Due From)	B		\$	(1.80) =

TOWNSHIP OF BUENA VISTA
TRUST FUND
SCHEDULE OF OTHER TRUST CASH - COLLECTOR

	<u>Ref.</u>		
Balance December 31, 2010	B		\$ 29,929.05
Increased By Receipts:			
Deposit for Redemption of Tax Sale Certificates		\$ 520,062.47	
Premiums Received at Tax Sale		6,700.00	
		<u> </u>	<u>526,762.47</u>
			<u>556,691.52</u>
Decreased By Disbursements:			
Tax Sale Certificates Redeemed		532,615.21	
Return of Premiums		200.00	
		<u> </u>	<u>532,815.21</u>
Balance December 31, 2011	B		\$ <u><u>23,876.31</u></u>

SCHEDULE OF RESERVE FOR COMMUNITY DEVELOPMENT BLOCK GRANT

	<u>Ref.</u>		
Balance December 31, 2010	B		\$ 183,135.52
Increased By Receipts:			
Loan Repayments		\$ 37,020.87	
Interest Earned		2,009.04	
		<u> </u>	<u>39,029.91</u>
	B-2		<u>222,165.43</u>
Decreased By Disbursements:			
Program Loans Issued		50,000.00	
Program Expenses		82,625.80	
Amount due to Current Fund		21,792.83	
		<u> </u>	<u>154,418.63</u>
	B-2		<u>154,418.63</u>
Balance December 31, 2011	B		\$ <u><u>67,746.80</u></u>
<u>Analysis of Balance:</u>			
Economic Development		\$ 5,521.06	
Residential Revolving Loans		58,130.05	
Community Development Block Grant		4,095.69	
		<u> </u>	<u>67,746.80</u>
			\$ <u><u>67,746.80</u></u>

TOWNSHIP OF BUENA VISTA
GENERAL CAPITAL FUND
SCHEDULE OF CASH - TREASURER

Balance December 31, 2010	<u>Ref.</u> C		\$ 335,726.29
Increased By Receipts:			
None			-
			<u>335,726.29</u>
Decreased By Disbursements:			
Improvement Authorizations	C-7	<u>233,953.70</u>	<u>233,953.70</u>
Balance December 31, 2011	C		\$ <u><u>101,772.59</u></u>

**TOWNSHIP OF BUENA VISTA
GENERAL CAPITAL FUND
ANALYSIS OF CASH**

	Receipts				Disbursements		Transfers		Balance Dec. 31, 2011
	Balance Dec. 31, 2010	Budget Appropriation	Notes Issued	Misc.	Improvement Authorizations	Misc.	From	To	
Fund Balance	\$ 2,581.52								\$ 2,581.52
Capital Improvement Fund	-							25,000.00	25,000.00
Due to Current Fund	-						25,000.00	40,606.90	15,606.90
Reserve for Payment of Bonds	30,495.18						30,495.18		-
Improvement Authorizations									
Ord. Number									
7-2006									
Various Improvements									
d) Park Improvements	3,867.14								3,867.14
20-2007									
Construction of Salt Shed	1,491.40								1,491.40
12-2008									
Amended									
by 17-2008 b) Purchase Cell Tower Repeaters	5,107.48								5,107.48
and 2-2009) c) Roadway Improvements	(6,750.00)								(6,750.00)
7-2009									
Code Revitalization Services	700.00								700.00
14-2010									
Various Improvements									
a,b) Repairs to Storm Drainage System									
and Roadway Improvements	297,259.56				162,707.50		85,111.72		49,440.34
c) Public Works Equipment	974.01								974.01
d) Purchase of Additional Vehicles and Related									
Equipment for the Township's Public Works									
Department					71,246.20			75,000.00	3,753.80
	\$ 335,726.29	\$ -	\$ -	\$ -	\$ 233,953.70	\$ -	\$ 140,606.90	\$ 140,606.90	\$ 101,772.59
Ref.	C				C-7				C

TOWNSHIP OF BUENA VISTA
GENERAL CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>Ref.</u>		
Balance December 31, 2010	C		\$ -
Increased By:			
Current Fund Budget Appropriation	C-3	\$ 25,000.00	
			<u>25,000.00</u>
			25,000.00
Decreased by:			
None	C-7	<u>-</u>	<u>-</u>
			-
Balance December 31, 2011	C		<u><u>\$ 25,000.00</u></u>

SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - FUNDED

	<u>Ref.</u>		
Balance December 31, 2010	C		\$ 2,488,481.02
Increased by:			
None			<u>2,488,481.02</u>
			2,488,481.02
Decreased By:			
Serial Bonds Paid by Budget Appropriation	C-8	\$ 200,000.00	
Loan Paid by Budget Appropriation	C-8a	<u>16,536.60</u>	
			<u>216,536.60</u>
			216,536.60
Balance December 31, 2011	C		<u><u>\$ 2,271,944.42</u></u>

**TOWNSHIP OF BUENA VISTA
GENERAL CAPITAL FUND
SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED**

Ord. Number	Improvement Description	Balance Dec. 31, 2010	2011 Authorizations	Budget Appropriation	Balance Dec. 31, 2011	Analysis of Balance December 31, 2011		
						Bond Anticipation Note	Expenditures	Unexpended Improvement Authorization
12-2008 (Amended by 17-2008 and 2-2009)	Various Improvements: c) Roadway Improvements	\$ 6,750.00	\$	\$	\$ 6,750.00		\$ 6,750.00	\$
7-2009	Code Revitalization Services	13,200.00			13,200.00			13,200.00
14-2010	Various Improvements a,b) Repairs to Storm Drainage System and Roadway Improvements	484,500.00	(75,000.00)	57,000.00	352,500.00	352,500.00		-
	c) Public Works Equipment	38,000.00			38,000.00	38,000.00		
	d) Purchase of Additional Vehicles and Related Equipment for the Township's Public Works Department		75,000.00		75,000.00	75,000.00		
		<u>\$ 542,450.00</u>	<u>\$ -</u>	<u>\$ 57,000.00</u>	<u>\$ 485,450.00</u>	<u>\$ 465,500.00</u>	<u>\$ 6,750.00</u>	<u>\$ 13,200.00</u>
Ref.		C	C-7	C-9	C			C-7
						Improvement Authorizations - Unfunded		\$ 67,368.15
						Less:		
						Unexpended Proceeds of Bond Anticipation Notes:		
						14-2010 a,b	\$ 49,440.34	
						14-2010 c	974.01	
						14-2010 d	<u>3,753.80</u>	
								<u>54,168.15</u>
								<u>\$ 13,200.00</u>

**TOWNSHIP OF BUENA VISTA
GENERAL CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS**

Ord. Number	Improvement Description	Ord. Date	Amount	Balance December 31, 2010		2011 Authorizations		Paid or Charged	Canceled	Balance December 31, 2011	
				Funded	Unfunded	Deferred Charges to Future Taxation	Down Payment or Capital Improvement Fund			Funded	Unfunded
7-2006	Various Improvements: d) Park Improvements	6/5/2006	\$ 330,000.00	\$ 3,867.14	\$	\$	\$	\$	\$	\$ 3,867.14	\$
20-2007	Construction of Salt Shed	10/22/2007	70,000.00	1,491.40						1,491.40	
12-2008 by 17-2008	Various Improvements: b) Purchase of Cell Tower Repeaters	11/10/2008	1,225,000.00	5,107.48						5,107.48	
7-2009	Code Revitalization Services	9/14/2009	13,900.00	700.00	13,200.00					700.00	13,200.00
14-2010	Various Improvements a,b) Repairs to Storm Drainage System and Roadway Improvements c) Public Works Equipment d) Purchase of Additional Vehicles and Related Equipment for the Township's Public Works Department	10/12/2010	550,000.00		297,259.56 974.01	(75,000.00)		172,819.22			49,440.34 974.01
						75,000.00		71,246.20			3,753.80
				<u>\$ 11,166.02</u>	<u>\$ 311,433.57</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 244,065.42</u>	<u>\$ -</u>	<u>\$ 11,166.02</u>	<u>\$ 67,368.15</u>
Ref.				C	C	C-6				C	C
								\$ 233,953.70			
								10,111.72			
								<u>244,065.42</u>			

TOWNSHIP OF BUENA VISTA
GENERAL CAPITAL FUND
SCHEDULE OF GENERAL SERIAL BONDS

Improvement Description	Date of Issue	Amount of Original Issue	Maturities of Bonds Outstanding December 31, 2011		Interest Rate	Balance Dec. 31, 2010	Increased	Decreased	Balance Dec. 31, 2011
			Date	Amount					
General Bonds of 2009	7/1/2009	\$ 2,490,000	7/1/2012	\$ 210,000.00	4.250%	\$ 2,300,000.00	\$	\$ 200,000.00	\$ 2,100,000.00
			7/1/2013	225,000.00					
			7/1/2014	235,000.00					
			7/1/2015	250,000.00					
			7/1/2016	265,000.00					
			7/1/2017	290,000.00					
			7/1/2018	305,000.00					
			7/1/2019	320,000.00					
						\$ <u>2,300,000.00</u>	\$ <u>-</u>	\$ <u>200,000.00</u>	\$ <u>2,100,000.00</u>
Ref.						C		C-5	C

**TOWNSHIP OF BUENA VISTA
GENERAL CAPITAL FUND
SCHEDULE OF GREEN TRUST LOAN PAYABLE**

Improvement Description	Date of Issue	Amount of Original Issue	Maturities of Loans Outstanding		Interest Rate	Balance Dec. 31, 2010	Decreased	Balance Dec. 31, 2011
			Date	Amount				
Recreation Facility Expansion	3/2/1999	\$ 146,505.00	2012	\$ 9,064.85	2.000%	\$ 56,084.53	\$ 8,886.24	\$ 47,198.29
			2013	9,247.06				
			2014	9,432.93				
			2015	9,622.52				
			2016	9,830.93				
Michael Debbi Park	6/14/2006	165,000.00	2012	7,804.13	2.000%	132,396.49	7,650.36	124,746.13
			2013	7,960.99				
			2014	8,121.01				
			2015	8,284.24				
			2016	8,450.76				
			2017	8,620.61				
			2018	8,793.89				
			2019	8,970.68				
			2020	9,150.95				
			2021	9,334.89				
			2022	9,522.52				
			2023	9,713.93				
			2024	9,909.18				
			2025	10,108.35				
Ref.						C	C-5	C

TOWNSHIP OF BUENA VISTA
GENERAL CAPITAL FUND
SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

<u>Ord. Number</u>	<u>Improvement Description</u>	<u>Balance Dec. 31, 2010</u>	<u>2011 Authorizations</u>	<u>Notes Paid</u>	<u>Notes Issued</u>	<u>Balance Dec. 31, 2011</u>
<u>General Improvements</u>						
12-2008 (Amended by 17-2008 and 2-2009)	Various Improvements: c) Roadway Improvements	\$ 6,750.00	\$	\$	\$	\$ 6,750.00
7-2009	Code Revitalization Services	13,200.00				13,200.00
		<u>\$ 19,950.00</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 19,950.00</u>
Ref.						

TOWNSHIP OF BUENA VISTA

PART II

GENERAL COMMENTS AND RECOMMENDATIONS

FOR THE YEAR ENDED

DECEMBER 31, 2011

1535 HAVEN AVENUE • PO BOX 538
OCEAN CITY, NJ • 08226-0538
PHONE 609.399.6333 • FAX 609.399.3710



1409 CANTILLON BLVD. • PO BOX 548
MAYS LANDING, NJ 08330
PHONE 609.625.0999 • FAX 609.625.2421

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

To the Honorable Mayor and
Members of the Township Committee
Township of Buena Vista
County of Atlantic, New Jersey

We have audited the financial statements – regulatory basis of the Township of Buena Vista, State of New Jersey (the “Township”), as of and for the year ended December 31, 2011, and have issued our report thereon dated June 15, 2012. Our report disclosed that, as described in Note 1 to the financial statements, the Township prepares its financial statements on a basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the “Division”), that demonstrates compliance with a modified accrual basis of accounting and the budget laws of the State of New Jersey, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States and the audit requirements prescribed by the Division.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Township’s internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township’s internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Township’s internal control over financial reporting.

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 combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Township’s financial statements will not be prevented, or detected and corrected on a timely basis. We consider the deficiencies described in the accompanying findings and responses to be material weaknesses. These findings are reported as 2011-1, 2011-2, and 2011-3.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Township's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey as identified in the General Comments and Recommendations as Findings 2011-1, 2011-3 and 2011-4.

We noted certain other matters that we reported to the Township's management in a separate letter dated June 15, 2012.

The Township of Buena Vista's response to the findings identified in our audit are described in a separate corrective action plan. We did not audit the Township of Buena Vista's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of management, the Township Committee, others within the entity, and the Division as well as other federal and state awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Ford, Scott & Associates, L.L.C.
FORD, SCOTT & ASSOCIATES, L.L.C.
CERTIFIED PUBLIC ACCOUNTANTS

Glen J. Ortman

Glen J. Ortman
Certified Public Accountant
Registered Municipal Accountant
No. 427

June 15, 2012

TOWNSHIP OF BUENA VISTA

GENERAL COMMENTS

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

N.J.S.A. 40A:11-4 states, "Every contract awarded by the contracting agent for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the governing body of the contracting unit to the lowest responsible bidder after public advertising for bids and bidding therefor, except as is provided otherwise in this act or specifically by any other law." As of July 1, 2010, the bid threshold was \$36,000 due to the appointment of a Qualified Purchasing Agent.

The governing body of the Township of Buena Vista has the responsibility of determining whether the expenditures in any category will exceed the bid threshold within the fiscal year. Where question arises as to whether any contract or agreement might result in a violation of the statute, the Township Counsel's opinion should be sought before a commitment is made.

Our examination of expenditures did not reveal any payments in excess of the bid threshold for the provision or performance of any goods or services, other than those where bids had been previously sought by public advertisement, awarded under state or county cooperative purchasing agreements, or awarded in compliance with other provisions of the "Local Public Contracts Law," N.J.S.A. 40A:11.

The minutes indicate that bids were sought by public advertising for the following items:

Reconstruction of Cains Mill Road – Phase IV
2011 Local Road Program

Collection of Interest on Delinquent Taxes and Assessments

The statutes provide the method for authorizing interest and the maximum rates to be charged for the nonpayment of taxes or assessments on or before the date when they would become delinquent.

The governing body on January 3, 2011 passed the following resolution authorizing interest to be charged on delinquent taxes:

WHEREAS, R.S. 54:4-67 authorizes and permits a municipality to set penalties and rates of interest to be charged for non-payment of delinquent taxes and other municipal liens and charges; and,

WHEREAS, it has been determined by the governing body that the fixing of such interest rates and penalties would be beneficial to the municipality;

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Buena Vista, County of Atlantic, and State of New Jersey, that it does hereby fix the maximum allowed under R.S. 54:4-67 to be charged against all properties who become delinquent as defined under R.S. 54:4-66 and 67.

BE IT FURTHER RESOLVED, that the charges on account of delinquent properties as set forth herein remain in effect from year to year until such time as the governing body adopts a new resolution setting forth new or different rates.

It appears from an examination of the Collector's records that interest was charged in accordance with the foregoing resolution.

TOWNSHIP OF BUENA VISTA

GENERAL COMMENTS (CONTINUED)

Delinquent Taxes and Tax Title Liens

The last tax sale was held on December 15, 2011 and was complete.

Inspection of tax sale certificates on file revealed that all tax sale certificates were available for audit.

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

<u>Year</u>	<u>Number</u>
2011	235
2010	175
2009	181

It is essential to good management that all means provided by the statutes be utilized to liquidate tax title liens in order to get such properties back on a tax-paying basis.

Verification of Delinquent Taxes and Other Charges

A test verification of delinquent taxes and charges as well as current payments was made in accordance with the regulations of the Division of Local Government Services, including the mailing of verification notices as follows:

<u>Type</u>	<u>Number Mailed</u>
Payments of 2011 and 2012 Taxes	25
Tax Title Liens	25
Total	<u>50</u>

Deposit of Municipal Funds

N.J.S.A. 40A:5-15 states:

“All moneys, including moneys collected by taxation, received from any source by or on behalf of any local unit or any board or department thereof shall, within 48 hours after the receipt thereof, either:

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

Our examination revealed that municipal funds were deposited within the mandated time.

TOWNSHIP OF BUENA VISTA

FINDINGS AND RECOMMENDATIONS

****Finding #2011-1:**

The Township does not maintain a general ledger for the trust funds and the general capital fund.

Criteria:

The State Technical Accounting Directive was expanded to require general ledger accounting for trust funds and capital funds.

Condition:

For 2011, the Township did not maintain a general ledger for the trust funds and the general capital fund.

Cause:

The Township had not established a general ledger for these funds in 2011. The Township has taken steps to maintain these ledgers in 2012.

Effect:

There is a lack of accountability for the activity in the trust funds and the general capital fund which could result in errors and financial statement misstatement.

Recommendation:

That a general ledger accounting system be instituted for the trust funds and the general capital fund.

Finding #2011-2:

Bank account reconciliations were not prepared in 2011 for the payroll account resulting in audit adjustments required due to errors not being recorded in the general ledger.

Criteria:

Bank account reconciliations are a required component of a strong internal control accounting system.

Condition:

Reconciliations were not performed by Township personnel during the year for the payroll account.

Cause:

The Finance Office did not reconcile the cash balances in the payroll account to the general ledger.

Effect:

Internal controls over activity and balances in this account were weakened by not performing these reconciliations in a timely manner.

Recommendation:

That bank reconciliations for the payroll account be performed on a monthly basis and that the reconciled cash balance be agreed to the general ledger.

TOWNSHIP OF BUENA VISTA

FINDINGS AND RECOMMENDATIONS (CONTINUED)

****Finding #2011-3:**

Our audit of the Planning and Zoning Board found the detailed list of activity and deposits does not agree with the reconciled bank balance of the Developers Escrow Account. The exact difference cannot be determined because not all activity in past years can be identified to a particular account.

Criteria:

State regulations require the Township of maintain an accounting system to track planning and zoning board deposits.

Condition:

The Township has instituted an accounting system but some of the prior receipts and disbursements into the bank account lack supporting documentation to identify to a particular deposit.

Cause:

Documentation for some activity has been misplaced or misfiled making it difficult to allocate all activity in the account.

Effect:

There is more than a remote likelihood of a material misstatement of the financial statements that will not be prevented or detected timely.

Recommendation:

That the Township continue to reconcile detailed accounting system for site plan deposits to the bank account reconciliations.

Finding #2011-4:

A receipt on March 16, 2011 in the amount \$1,156.52 for a third party lien redemption in the Tax Office was not deposited to the credit of the Township.

Criteria:

Per N.J.S.A. 40A:5-15, All moneys, including moneys collected by taxation, received from any source by or on behalf of any local unit or any board or department thereof shall, within 48 hours after receipt be deposited to the credit of the local unit in its designated legal depository.

Condition:

Township personnel found \$750.00 of the receipt in a drawer in the Tax Office in April 2012 and notified authorities.

Cause:

The receipt of cash from March 16, 2011 was never deposited in 2011

Effect:

N.J.S.A. 40A:5-15 was violated.

Recommendation:

All funds collected should be deposited to the credit of the Township in a timely manner.

**** Denotes a similar recommendation was made in the prior year**

TOWNSHIP OF BUENA VISTA

In accordance with OMB Circular A-133, Audits of States, Local Governments and Non-Profit Organizations, and Division of Local Government Services Regulations, a corrective action plan must be prepared and filed by the Township in response to my recommendations.

Should any questions arise as to my comments or recommendations, or should you desire assistance in implementing my recommendations, please do not hesitate to contact me.

Ford, Scott & Associates, L.L.C.
FORD, SCOTT & ASSOCIATES, L.L.C.
CERTIFIED PUBLIC ACCOUNTANTS

Glen J. Ortman

Glen J. Ortman
Certified Public Accountant
Registered Municipal Accountant
No. 427

June 15, 2012

TOWNSHIP OF BUENA VISTA
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE YEAR ENDING DECEMBER 31, 2011

I. SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued: **Unqualified Opinion issued on the Financial Statements – Regulatory Basis, presented in accordance with an "Other Comprehensive Basis of Accounting" dated June 15, 2012.**

Internal control over financial reporting:

- | | |
|----------------------------------|------------|
| 1) Material Weakness identified? | YES |
| 2) Significant deficiencies? | NO |

Non-Compliance material to Financial Statements – Regulatory Basis noted? **YES**

II. FINDINGS RELATING TO THE FINANCIAL STATEMENTS – REGULATORY BASIS WHICH ARE REQUIRED TO BE REPORTED IN ACCORDANCE WITH GENERALLY ACCEPTED GOVERNMENT AUDITING STANDARDS

In accordance with Government Auditing Standards, our audit disclosed findings relating to the financial statements – regulatory basis that are required to be reported. See separate findings and recommendations section of this report. We also noted certain other findings that are reported to the governing body in the Management Letter.

MANAGEMENT RESPONSES

Management is required to respond to findings and recommendations in the audit report. A corrective action plan is required to be filed with the Division of Local Government Services, Department of Community Affairs, State of New Jersey within 45 days of the filing of this report.