

TOWNSHIP OF BUENA VISTA

COUNTY OF ATLANTIC

REPORT OF AUDIT

DECEMBER 31, 2012

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COUNTY OF BUENA VISTA
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COUNTY OF ATLANTIC
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OFFICIALS IN OFFICE AND SURETY BONDS

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

<u>Name</u>	<u>Title</u>
Sue Barber	Mayor
Richard Harlan	Deputy Mayor
Peter Bylone	Committeeman
Chuck Chiarello	Committeeman
Teresa Kelly	Committeewoman
Dawn Gorman	Administrator/RMC/CMFO/QPA
Joan Stahl	Administrative Secretary
Kacey Johnson	Tax Collector
Suzanne Olah	Deputy Tax Collector
Linda Gonzales	Deputy Municipal Clerk
Pam McDaniels	Deputy Clerk
Kathleen Merlino	Clerk Typist
Bernadette E. Leonardi	Tax Assessor
Lois Yarrington	Planning Board Secretary
Mannetta L. Bylone	Municipal Court Administrator
Rick Bracaliello	Zoning Officer
Richard Calareso	Public Works Director
Brian Murray	Fire Marshall
Joseph Gindhart, Esq.	Solicitor

Employees were covered under a Government Crime Policy by Statewide Insurance Fund-Fidelity and Deposit Company of Maryland in the amount of \$1,000,000.
Policy No. CCP 0066507 02

TOWNSHIP OF BUENA VISTA

COUNTY OF ATLANTIC

PART I

REPORT ON EXAMINATION OF FINANCIAL STATEMENTS

AND SUPPLEMENTARY DATA

FOR THE YEAR ENDED DECEMBER 31, 2012

NIGHTLINGER, COLAVITA & VOLPA

A Professional Association

Certified Public Accountants

991 S. Black Horse Pike
P.O. Box 799
Williamstown, NJ 08094

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June 10, 2013

INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and
Members of the Township Council
Township of Buena Vista
County of Atlantic
Buena, New Jersey 08310

Mesdames and Gentlemen:

We have audited the accompanying balance sheets – regulatory basis of the various funds of the Township of Buena Vista, State of New Jersey, as of December 31, 2012, the related statements of operations and changes in fund balance - regulatory basis for the year then ended, and the related statements of revenues - regulatory basis and statement of expenditures – regulatory basis for the various funds for the year ended December 31, 2012. These financial statements are the responsibility of the Township of Buena Vista's management. Our responsibility is to express an opinion on these financial statements 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 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 opinions.

As described in Note 1, the Township of Buena Vista, State of New Jersey, 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, that demonstrates compliance with a modified accrual basis, with certain exceptions, 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. Such financial statements are not intended to be presented in accordance with the accounting principles generally accepted in the United States of America.

In our opinion, because of the Township's policy to prepare its financial statements on the basis of accounting discussed in the third paragraph of this report, 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 Township of Buena Vista as of December 31, 2012 or the results of its operations for the year then ended.

However, in our opinion, the financial statements referred to above present fairly, in all material respects, the financial position – regulatory basis of the various funds and account groups of the Township of Buena Vista, State of New Jersey, as of December 31, 2012, and the results of its operations and the changes in fund balance – regulatory basis of such funds for the year then ended and the statement of revenues – regulatory basis and statement of expenditures – regulatory basis of the various funds of the year ended December 31, 2012 on the modified accrual basis of accounting described in Note 1.

In accordance with **Government Auditing Standards**, we have also issued a report dated June 10, 2013 on our consideration of the Township of Buena Vista's internal control over financial reporting and 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 audit was conducted for the purpose of forming an opinion on the financial statements of the Township of Buena Vista taken as a whole. The accompanying schedules of expenditures of federal and state awards and the supplemental schedules of the individual funds listed in the foregoing table of contents are presented for purposes of additional analysis as required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, and are not a required part of the financial statements. 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 in 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 of each of the respective individual funds taken as a whole.

Respectfully submitted,

NIGHTLINGER, COLAVITA & VOLPA, P.A.

Raymond Colavita, C.P.A.
Registered Municipal Accountant

NIGHTLINGER, COLAVITA & VOLPA

A Professional Association

Certified Public Accountants

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June 10, 2013

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

The Honorable Mayor and
Members of the Township Council
Township of Buena Vista
County of Atlantic
Buena, New Jersey 08310

Mesdames and Gentlemen:

We have audited the financial statements - regulatory basis of the Township of Buena Vista, County of Atlantic, State of New Jersey, as of and for the year ended December 31, 2012, and have issued our report thereon dated June 10, 2013, which indicated that the financial statements were not prepared in accordance with accounting principles generally accepted in the United States of America but were prepared on a regulatory basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

Internal Control Over Financial Reporting

Management of the Township of Buena Vista, County of Atlantic, State of New Jersey, is responsible for establishing and maintaining internal control over financial reporting. In planning and performing our audit, we considered the Township of Buena Vista'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 of Buena Vista's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the township of Buena Vista'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 misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity financial statements will not be prevented or detected and corrected on a timely basis.

Internal Control Over Financial Reporting (Continued)

Our consideration of 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 identify deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above and labeled as Finding 2012-1 and 2012-4. Which are described in the accompanying Comments and Recommendations section of the audit.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Township of Buena Vista'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 no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards. However, the results of our procedures disclosed immaterial instances of noncompliance with the provisions referred to below, which are described in the accompanying Comments and Recommendations section of the audit.

This report is intended for the information of the governing body, management, state awarding agencies, and the Division of Local Government Services, Department of Community Affairs, State of New Jersey and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully submitted,

NIGHTLINGER, COLAVITA & VOLPA, P.A.

Raymond Colavita, C.P.A.
Registered Municipal Accountant

TOWNSHIP OF BUENA VISTA
CURRENT FUND
COMPARATIVE BALANCE SHEET

	<u>Ref.</u>	<u>Balance December 31, 2012</u>	<u>Balance December 31, 2011</u>
<u>ASSETS</u>			
Regular Fund:			
Cash - Chief Financial Officer	A-4	\$ 1,519,067.88	\$ 800,723.19
Cash - Change Funds		700.00	700.00
Due from State of New Jersey - Veterans and Senior Citizens Deductions	A-12		5,459.43
		<u>1,519,767.88</u>	<u>806,882.62</u>
Receivables and Other Assets with Full Reserves:			
Delinquent Property Taxes	A-7	16,551.22	60,139.39
Tax Title Liens Receivable	A-8	404,736.28	318,812.34
Property Acquired for Taxes - Assessed Valuation	A-9	6,907,272.24	6,907,272.24
Revenue Accounts Receivable	A-11	28,414.00	17,025.49
Other Accounts Receivable	A-18	2,897.30	
Interfunds Receivable	A-10	16,008.57	17,375.63
Due from Employees	A-4	5,701.25	
Due from Election Board	A-4		7,143.80
	A(2)	<u>7,381,580.86</u>	<u>7,327,768.89</u>
Deferred Charges:			
Emergency Authorizations (40A:4-47)	A-3		14,000.00
Special Emergency Authorizations (40A:4-55)	A-6	23,120.00	128,900.00
		<u>23,120.00</u>	<u>142,900.00</u>
		<u>8,924,468.74</u>	<u>8,277,551.51</u>
Federal and State Grant Fund:			
Cash	A-4		29,967.41
Due from Current Fund	A-10	191,819.67	
Due from Atlantic County		6,614.72	6,614.72
State Grants Receivable	A-13	1,017,535.65	611,754.27
		<u>1,215,970.04</u>	<u>648,336.40</u>
		<u>\$ 10,140,438.78</u>	<u>\$ 8,925,887.91</u>

The Accompanying Notes to the Financial Statements are an Integral Part of These Statements.

TOWNSHIP OF BUENA VISTA
CURRENT FUND
COMPARATIVE BALANCE SHEET

		Balance December 31, 2012	Balance December 31, 2011
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Regular Fund	Ref.		
Liabilities			
Appropriation Reserves	A-3,16	\$ 250,442.68	\$ 130,762.01
Encumbrances Payable	A-3	228,125.44	163,437.55
Miscellaneous Accounts Payable	A-1		935.82
Payroll Taxes Payable		1,397.34	1,397.34
Interfunds Payable	A-10	214,061.83	
Amount Due from State of New Jersey per c.20, P.L. 1971	A-12	1,224.95	
Prepaid Taxes	A-19	194,855.81	243,614.11
Prepaid Licenses	A-24	7,560.00	15,354.93
Tax Overpayments	A-20	1,979.25	250.00
Special Emergency Notes Payable	A-4		100,000.00
Rental Deposits	A-27	2,497.53	940.00
Reserve for Garden State Preservation Trust	A-2,4	15,398.00	15,398.00
Amount Due to County for Added and Omitted Taxes	A-21	10,284.40	6,162.13
FEMA Receipts Due to Fire Districts	A-4		6,302.63
Reserve for Sale of Municipal Assets	A-25	5,475.00	25,000.00
Marriage License Fees Due to State	A-26	275.00	375.00
Reserve for Escrow - Clerk		2,019.35	2,019.35
Reserve for Revaluation		5,321.75	5,321.75
Reserve for Hurricane Irene Expenses		1,517.09	1,517.09
		<hr/> 942,435.42	<hr/> 718,787.71
Reserve for Receivables and Other Assets	A	7,381,580.86	7,327,768.89
Fund Balance	A-1	600,452.46	230,994.91
		<hr/> 8,924,468.74	<hr/> 8,277,551.51
Federal and State Grant Fund:			
Encumbrances Payable	A-17	150,409.40	36,212.63
Reserve for State Grants - Appropriated	A-14	1,056,136.72	609,208.10
Reserve for State Grants - Unappropriated	A-15	9,423.92	2,915.67
		<hr/> 1,215,970.04	<hr/> 648,336.40
		<hr/> \$ 10,140,438.78	<hr/> \$ 8,925,887.91

The Accompanying Notes to the Financial Statements are an Integral Part of These Statements.

TOWNSHIP OF BUENA VISTA
CURRENT FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE

	Ref.	Year 2012	Year 2011
<u>Revenue and Other Income Realized:</u>			
Fund Balance	A-1,2	\$ 121,500.00	\$
Miscellaneous Revenues Anticipated	A-2	2,090,935.49	1,899,567.29
Receipts from Delinquent Taxes	A-2	150,225.81	100,478.52
Receipts from Current Taxes	A-2	13,955,375.00	13,481,849.53
Non-Budget Revenue	A-2(2)	75,120.25	28,305.70
Other Credits to Income:			
Interfunds Returned		2,809.61	18,779.33
Unexpended Balance of Appropriation Reserves	A-16	179,331.11	40,428.15
Cancellation of Prior Year Accounts Payable	A	935.82	
Prior Year Grant Reserves Adjustment	A-10	11,545.00	2,388.58
Total Income		16,587,778.09	15,571,797.10
<u>Expenditures:</u>			
Budget and Emergency Appropriations			
Appropriations Within Cap:			
Operations			
Salaries and Wages	A-3	1,084,850.00	1,037,700.00
Other Expenses	A-3	1,674,763.00	1,719,006.00
Deferred Charges and Statutory Expenditures	A-3	217,673.00	232,311.67
Cash Deficit of Preceding Year			120,034.68
Appropriations Excluded from Cap:			
Operations			
Other Expenses	A-3	159,983.71	189,903.85
Capital Improvements	A-3	860,432.04	336,100.00
Deferred Charges and Statutory Expenditures	A-3	119,780.00	100,000.00
Debt Service	A-3	326,293.25	387,301.12
County Taxes	A-20	2,292,168.61	2,272,956.86
Amount Due to County for Added and Omitted	A-20	10,284.40	6,162.13
Fire District Tax	A-21	864,332.00	813,081.00
Regional District School Taxes	A-23	8,486,260.53	8,195,460.41
Interfunds Advanced			15,606.90
Other Expenditures			906.52
Total Expenditures		16,096,820.54	15,426,531.14
Excess in Revenue		490,957.55	145,265.96
Adjustments to Income before Fund Balance:			
Expenditures included above which are by Statute			
Deferred Charges to Budget of Succeeding Year			42,900.00
Statutory Excess to Fund Balance			188,165.96
Fund Balance, January 1	A	230,994.91	42,828.95
		721,952.46	230,994.91
Decreased by			
Utilization as Anticipated Revenue	A-1	121,500.00	-
Fund Balance, December 31	A	\$ 600,452.46	\$ 230,994.91

The Accompanying Notes to the Financial Statements are an Integral Part of These Statements.

TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF REVENUES

	Ref.	Anticipated Budget	Realized	Excess or (Deficit)
Fund Balance Anticipated	A-1	\$ 121,500.00	\$ 121,500.00	\$
Miscellaneous Revenues:				
Licenses: Alcoholic Beverage	A-11	7,000.00	7,880.00	880.00
Fees and Permits		200,000.00	269,964.51	69,964.51
Fines and Costs - Municipal Court	A-11	98,000.00	118,207.34	20,207.34
Interest and Costs on Taxes	A-11	49,000.00	64,434.98	15,434.98
Interest on Investments and Deposits	A-2(2)	20,000.00	3,121.24	(16,878.76)
Other Local Revenues:				
Verizon Cell Tower Lease	A-11	32,000.00	36,140.82	4,140.82
Solid Waste Transfer Fee	A-11	42,500.00	42,500.00	
Cable TV Franchise Fee	A-11	19,000.00	20,165.32	1,165.32
Uniform Fire Safety Inspection Fees	A-11	14,000.00	17,145.29	3,145.29
Rent of Post Office	A-11	18,876.00	20,449.00	1,573.00
Rent of Patcong Building	A-11	5,500.00	5,760.00	260.00
Rent of Deli	A-11	5,500.00	6,525.00	1,025.00
Rent of House (Toy Store)	A-11	5,700.00	7,950.00	2,250.00
Rent of Martin Luther King Center	A-11	6,000.00	7,514.04	1,514.04
Energy Receipts Tax (PL 1998, C162 & 167)	A-11	701,169.00	701,169.00	
Solid Waste Transfer Fee - New Agreement	A-11	42,500.00	9,941.92	(32,558.08)
Buena Vista Township - Fire District JIF Insurance	A-11	32,470.00	29,890.00	(2,580.00)
Garden State Preservation Trust	A	15,398.00	15,398.00	
Private Revenues Offset with Appropriations:				
NJ Transportation Trust Fund Authority Act	A-13	250,000.00	250,000.00	
Clean Communities Program	A-13	24,141.09	23,621.37	(519.72)
Municipal Alliance Program	A-13	25,010.00	25,010.00	
Atlantic County - Community Development Block Grant	A-13	280,232.04	280,232.04	
Recycling Tonnage Grant	A-15	2,915.62	2,915.62	
Other Special Items:				
Sale of Township Land	A-25	125,000.00	125,000.00	
Total Miscellaneous Revenue	A-1	2,021,911.75	2,090,935.49	69,023.74
Receipts from Delinquent Taxes	A-1,2	125,000.00	150,225.81	25,225.81
Amount to be Raised by Taxes for Support of Municipal Budget - Local Tax for Municipal Purposes	A-2,8	2,515,586.54	2,607,372.36	91,785.82
Budget Totals	A-3	\$ 4,783,998.29	4,970,033.66	\$ 186,035.37
Non-budget Revenue	A-1,2		75,120.25	
			\$ 5,045,153.91	

The Accompanying Notes to the Financial Statements are an Integral Part of These Statements.

TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF REVENUES

ANALYSIS OF REALIZED REVENUE

Ref.

Allocation of Current Tax Collections:

Revenue from Collections	A-1,8	\$	13,955,375.00
Allocated to School and County Taxes	A-4,21,22 A-23		11,653,045.54
			2,302,329.46
Add: Appropriation "Reserve for Uncollected Taxes"	A-3		305,042.90
Amount for Support of Municipal Budget Appropriation	A-2	\$	2,607,372.36

Receipts from Delinquent Taxes

Delinquent Tax Collections	A-8	\$	21,594.02
Tax Title Liens	A-9		128,631.79
	A-1,2		\$ 150,225.81

Fees and Permits:

Received	A-11	\$	253,259.58
Planning Board Fees	A-10		1,350.00
Prepaid Fees	A-24		15,354.93
			\$ 269,964.51

Interest Income

Received	A-11	\$	2,719.57
Interfunds Receivable	A-10		401.67
	A-2		\$ 3,121.24

ANALYSIS OF OTHER NON-BUDGET REVENUEMiscellaneous Revenue Not Anticipated:

Revenue Accounts Receivable:

Treasurer	A-11	\$	52,849.78
Tax Collector	A-11		5,223.15
Special Assessments	A-28		17,047.32
			75,120.25
	A-1,2	\$	75,120.25

TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES

GENERAL APPROPRIATIONS

OPERATIONS WITHIN "CAPS"

GENERAL GOVERNMENT FUNCTIONS

General Administration:

Salaries and Wages

Other Expenses

Mayor and Council:

Salaries and Wages

Other Expenses

Municipal Clerk:

Salaries and Wages

Other Expenses

Financial Administration:

Salaries and Wages

Other Expenses

Audit Services:

Other Expenses

Revenue Administration (Tax Collection):

Salaries and Wages

Other Expenses

Tax Assessment Administration:

Salaries and Wages

Other Expenses

Prosecutor:

Salaries and Wages

Municipal Court:

Salaries and Wages

Other Expenses

Public Defender:

Salaries and Wages

Legal Services:

Other Expenses

Engineering Services:

Other Expenses

	Appropriations		Expended		Cancelled
	Budget	Modified	Paid or Charged	Reserved	
General Administration:					
Salaries and Wages	\$ 72,000.00	\$ 70,600.00	\$ 70,503.05	\$ 96.95	\$
Other Expenses	32,000.00	23,500.00	21,379.36	2,120.64	
Mayor and Council:					
Salaries and Wages	50,000.00	50,200.00	50,026.18	173.82	
Other Expenses	7,900.00	4,900.00	4,153.57	746.43	
Municipal Clerk:					
Salaries and Wages	77,000.00	77,850.00	77,837.29	12.71	
Other Expenses	25,000.00	17,500.00	16,079.07	1,420.93	
Financial Administration:					
Salaries and Wages	80,000.00	82,300.00	82,206.74	93.26	
Other Expenses	18,000.00	12,500.00	12,299.52	200.48	
Audit Services:					
Other Expenses	29,900.00	29,900.00	29,900.00		
Revenue Administration (Tax Collection):					
Salaries and Wages	55,000.00	48,000.00	46,507.76	1,492.24	
Other Expenses	16,000.00	13,000.00	11,478.55	1,521.45	
Tax Assessment Administration:					
Salaries and Wages	68,000.00	68,300.00	68,214.33	85.67	
Other Expenses	12,000.00	12,500.00	12,229.22	270.78	
Prosecutor:					
Salaries and Wages	17,000.00	17,200.00	17,125.44	74.56	
Municipal Court:					
Salaries and Wages	116,000.00	121,600.00	119,609.72	1,990.28	
Other Expenses	13,960.00	17,460.00	14,787.64	2,672.36	
Public Defender:					
Salaries and Wages	4,000.00	4,000.00	3,900.00	100.00	
Legal Services:					
Other Expenses	100,000.00	100,000.00	99,384.12	615.88	
Engineering Services:					
Other Expenses	75,000.00	85,000.00	84,760.80	239.20	

The Accompanying Notes to the Financial Statements are an Integral Part of These Statements.

TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES

GENERAL APPROPRIATIONS

OPERATIONS WITHIN "CAPS" (Cont'd)

LAND USE ADMINISTRATION

Planning Board:

	<u>Appropriations</u>		<u>Expended</u>		
	<u>Budget</u>	<u>Modified</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Cancelled</u>
Salaries and Wages	\$ 22,000.00	\$ 18,600.00	\$ 17,842.00	\$ 758.00	\$
Other Expenses	4,000.00	2,500.00	2,050.98	449.02	
Zoning Board of Adjustment:					
Salaries and Wages	10,000.00	10,000.00	9,328.01	671.99	
Other Expenses	3,000.00	1,000.00	157.07	842.93	
Code Enforcement - Fire Inspector:					
Salaries and Wages	8,000.00	8,000.00	7,035.03	964.97	
Other Expenses	7,500.00	4,500.00	3,512.03	987.97	

INSURANCE

General Liability	123,753.00	128,053.00	127,985.58	67.42	
Employee Group Health	193,000.00	193,500.00	169,430.06	24,069.94	
Health Benefits Wavier:					
Salaries and Wages	22,500.00	21,900.00	21,228.88	671.12	

PUBLIC SAFETY FUNCTIONS

Police:					
Salaries and Wages	12,700.00	12,700.00	12,371.99	328.01	
Other Expenses	100.00	100.00	100.00		
Office of Emergency Management:					
Other Expenses	1,000.00	1,000.00	289.49	710.51	
First Aid Organizations-Contributions	40,000.00	40,000.00	40,000.00		

The Accompanying Notes to the Financial Statements are an Integral Part of These Statements.

TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES

GENERAL APPROPRIATIONS

OPERATIONS WITHIN "CAPS" (Cont'd)

PUBLIC WORKS FUNCTION

Road Repairs and Maintenance:

Salaries and Wages

Other Expenses

Vehicle Maintenance:

Other Expenses

Buildings and Grounds:

Salaries and Wages

Other Expenses

Sanitation:

Other Expenses

	Appropriations		Expended		
	Budget	Modified	Paid or Charged	Reserved	Cancelled
Salaries and Wages	\$ 415,000.00	\$ 435,400.00	\$ 435,346.13	\$ 53.87	\$
Other Expenses	110,000.00	99,550.00	83,274.91	16,275.09	
Other Expenses	30,000.00	30,000.00	28,176.43	1,823.57	
Salaries and Wages	100.00	100.00	100.00		
Other Expenses	75,000.00	75,000.00	62,805.47	12,194.53	
Other Expenses	285,000.00	289,200.00	276,996.23	12,203.77	

The Accompanying Notes to the Financial Statements are an Integral Part of These Statements.

TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES

GENERAL APPROPRIATIONS

OPERATIONS WITHIN "CAPS" (Cont'd)

HEALTH AND WELFARE:

Animal Control Services:

 Other Expenses

	Appropriations		Expended		
	Budget	Modified	Paid or Charged	Reserved	Cancelled
\$	10,400.00	\$ 15,300.00	\$ 15,300.00		\$

Environmental Health Services

 Environmental Commission:

 Other Expenses

	1,000.00	1,000.00	658.40	341.60	
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PARKS AND RECREATION:

Parks and Playgrounds:

 Salaries and Wages

 Other Expenses

	100.00	100.00		100.00	
	40,000.00	36,800.00	36,619.51	180.49	

Summer Youth Program:

 Other Expenses

	500.00	500.00		500.00	
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Celebration of Public Events:

 Other Expenses

	8,500.00	8,500.00	8,500.00		
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Martin Luther King Center:

 Salaries and Wages

 Other Expenses

	40,000.00	38,000.00	37,662.39	337.61	
	2,000.00	2,000.00	1,181.12	818.88	

'The Accompanying Notes to the Financial Statements are an Integral Part of These Statements.

TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES

GENERAL APPROPRIATIONS

OPERATIONS WITHIN "CAPS" (Cont'd)

UTILITIES

	<u>Appropriations</u>		<u>Expended</u>		
	<u>Budget</u>	<u>Modified</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Cancelled</u>
Electricity	\$ 80,000.00	\$ 80,000.00	\$ 80,000.00		\$
Street Lighting	70,000.00	70,000.00	70,000.00		
Telephone	16,000.00	16,000.00	13,819.58	2,180.42	
Water					
Natural Gas	5,000.00	5,000.00	4,613.65	386.35	
Fuel Oil	7,000.00	7,000.00	3,806.78	3,193.22	
Gasoline	40,000.00	40,000.00	40,000.00		
Landfill/Solid Waste Disposal Costs	212,000.00	212,000.00	203,944.50	8,055.50	

The Accompanying Notes to the Financial Statements are an Integral Part of These Statements.

TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES

GENERAL APPROPRIATIONS

OPERATIONS WITHIN "CAPS" (Cont'd)

Total Operations Within "CAPS"

Detail:

Salaries and Wages
Other Expenses

Deferred Charges and Statutory Expenditures
Municipal Within "CAPS"

STATUTORY EXPENDITURES

Contribution to:

Public Employees' Retirement System
Social Security System (O.A.S.I.)
Unemployment Compensation Insurance
(N.J.S.A. 43:21-3 et. seq.)

Total Deferred Charges and Statutory
Expenditures - Municipal Within "CAPS"

Total General Appropriations for
Municipal Purposes Within "CAPS"

	Appropriations		Expended		Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Total Operations Within "CAPS"	\$ 2,763,913.00	\$ 2,759,613.00	\$ 2,656,518.58	\$ 103,094.42	\$
Detail:					
Salaries and Wages	1,069,400.00	1,084,850.00	1,076,844.94	8,005.06	
Other Expenses	1,694,513.00	1,674,763.00	1,579,673.64	95,089.36	
Deferred Charges and Statutory Expenditures <u>Municipal Within "CAPS"</u>					
<u>STATUTORY EXPENDITURES</u>					
Contribution to:					
Public Employees' Retirement System	113,173.00	113,173.00	113,173.00		
Social Security System (O.A.S.I.)	95,000.00	95,000.00	81,659.76	13,340.24	
Unemployment Compensation Insurance (N.J.S.A. 43:21-3 et. seq.)	9,500.00	9,500.00	8,554.95	945.05	
Total Deferred Charges and Statutory Expenditures - Municipal Within "CAPS"	217,673.00	217,673.00	203,387.71	14,285.29	
Total General Appropriations for Municipal Purposes Within "CAPS"	2,981,586.00	2,977,286.00	2,859,906.29	117,379.71	

The Accompanying Notes to the Financial Statements are an Integral Part of These Statements.

TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES

GENERAL APPROPRIATIONS

OPERATIONS EXCLUDED FROM "CAPS"

	<u>Appropriations</u>		<u>Expended</u>		<u>Cancelled</u>
	<u>Budget</u>	<u>Modified</u>	<u>Paid or Charged</u>	<u>Reserved</u>	
SFSP Fire District Payment	\$ 2,897.00	\$ 2,897.00	\$ 2,897.00		\$
Police 911 Emergency	65,000.00	66,300.00	66,300.00		
Interlocal Municipal Service Agreements: Buena Vista Fire Districts - General Liability	32,470.00	32,470.00	32,470.00		
Total Other Operations Excluded from "CAPS"	<u>100,367.00</u>	<u>101,667.00</u>	<u>101,667.00</u>		

The Accompanying Notes to the Financial Statements are an Integral Part of These Statements.

TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES

GENERAL APPROPRIATIONS

OPERATIONS EXCLUDED FROM "CAPS"

Public and Private Programs Offset by Revenues

	<u>Appropriations</u>		<u>Expended</u>		
	<u>Budget</u>	<u>Modified</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Cancelled</u>
Clean Communities Program:	\$ 24,141.09	\$ 24,141.09	\$ 24,141.09		\$
Recycling Tonnage Grant	2,915.62	2,915.62	2,915.62		
Municipal Alliance Program (PL 1989, c.74):					
State Share	25,010.00	25,010.00	25,010.00		
Local Share	6,250.00	6,250.00	6,250.00		
Total Public and Private Programs Offset by Revenues	58,316.71	58,316.71	58,316.71		
Total Operations Excluded from "CAPS"	158,683.71	159,983.71	159,983.71		
Detail:					
Salaries and Wages					
Other Expenses	158,683.71	159,983.71	159,983.71		

The Accompanying Notes to the Financial Statements are an Integral Part of These Statements.

TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES

GENERAL APPROPRIATIONS

OPERATIONS EXCLUDED FROM "CAPS" (Cont'd)

Capital Improvements Excluded from "CAPS"

	<u>Appropriations</u>		<u>Expenditures</u>		
	<u>Budget</u>	<u>Modified</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Cancelled</u>
Capital Improvement Fund	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$	\$
Lease/Purchase of Public Works Equipment	13,200.00	16,200.00	15,972.26	227.74	
Lease/Purchase of Dispatch Equipment	9,000.00	9,000.00	8,984.77	15.23	
Improvement to Roads	215,000.00	215,000.00	128,400.00	86,600.00	
Improvements to Sidewalks	35,000.00	35,000.00			35,000.00
Improvements to Recreational Facilities	35,000.00	35,000.00	5,000.00	30,000.00	
Improvements to Martin Luther King Center	30,000.00	30,000.00	13,780.00	16,220.00	
NJ DOT Grant for Weymouth/Malaga Road	250,000.00	250,000.00	250,000.00		
Atlantic County CDBG Grant - Improve MLK Center	280,232.04	280,232.04	280,232.04		
Total Capital Improvements Excluded from "CAPS"	892,432.04	895,432.04	727,369.07	133,062.97	35,000.00
<u>Municipal Service Excluded from "CAPS"</u>					
Payment of Bond Principal	210,000.00	210,000.00	210,000.00		
Payment of Bond Anticipation and Capital Notes					
Interest on Bonds	89,250.00	89,250.00	89,250.00		
Interest on Notes	7,000.00	7,000.00	6,819.61		180.39
Payment of Bond Anticipation Notes: Interlocal debt					
Green Trust Loan Program:					
Loan Repayments for Principal and Interest	20,223.64	20,223.64	20,223.64		
Total Municipal Debt Services Excluded from "CAPS"	326,473.64	326,473.64	326,293.25		180.39

The Accompanying Notes to the Financial Statements are an Integral Part of These Statements.

**TOWNSHIP OF BUENA VISTA
CURRENT FUND
STATEMENT OF EXPENDITURES**

GENERAL APPROPRIATIONS	Appropriations		Expenditures		
	Budget	Modified	Paid or Charged	Reserved	Cancelled
<u>Deferred Charges and Statutory Expenditures - Municipal - Excluded from "CAPS"</u>					
DEFERRED CHARGES:					
Emergency Authorization	\$ 14,000.00	\$ 14,000.00	\$ 14,000.00		\$
Special Emergency Authorization 5 Years (N.J.S. 40A:4-55)	105,780.00	105,780.00	105,780.00		
<hr/>					
Total Deferred Charges and Statutory Expenditures - Municipal - Excluded from "CAPS"	119,780.00	119,780.00	119,780.00		
<hr/>					
Total General Appropriations for Municipal Purposes Excluded from "CAPS"	1,497,369.39	1,501,669.39	1,333,426.03	133,062.97	35,180.39
<hr/>					
Subtotal General Appropriations	4,478,955.39	4,478,955.39	4,193,332.32	250,442.68	35,180.39
Reserve for Uncollected Taxes	305,042.90	305,042.90	305,042.90		
<hr/>					
Total General Appropriations	\$ 4,783,998.29	\$ 4,783,998.29	\$ 4,498,375.22	\$ 250,442.68	\$ 35,180.39
	<u>Ref.</u>	<u>A-2</u>	<u>A-1</u>	<u>A:A-1</u>	
		<u>Ref.</u>			
Original Budget		\$ 4,533,998.29			
Added by Chapter 159, 40A:4-87		250,000.00			
<hr/>					
Disbursed	A-4		\$ 3,257,397.85		
Reserve for Uncollected Taxes	A-2		305,042.90		
Deferred Charges - Emergency Authorization	A:-A-1		14,000.00		
Deferred Charges - Special Emergency Authorizations	A-6,17		105,780.00		
Encumbrances Payable	A		228,125.44		
Transfer to Reserve for State Grants	A-14		581,779.03		
Matching Share on State Grants	A-10,14		6,250.00		
<hr/>					
Total Paid or Charged		\$ 4,783,998.29	\$ 4,498,375.22		

The Accompanying Notes to the Financial Statements are an Integral Part of These Statements.

TOWNSHIP OF BUENA VISTA
TRUST FUND
COMPARATIVE BALANCE SHEET

	Ref.	Balance December 31, 2012	Balance December 31, 2011
<u>ASSETS</u>			
<u>Animal Control Fund:</u>			
Cash - Chief Financial Officer	B-1	\$ 122.40	\$ 1,293.36
Due from State of New Jersey	B-11	3.00	1.80
		<u>125.40</u>	<u>1,295.16</u>
<u>Other Trust Funds:</u>			
Cash and Investments - Treasurer	B-1	233,627.62	250,601.74
Cash and Investments - Collector	B-2	44,650.53	23,876.31
Program Loans Receivable	B-3	41,044.02	54,138.88
Due from Current Fund	B-4	22,242.16	
Accounts Receivable Other	B-4		1,957.68
Due from Township Engineer		75.00	75.00
Economic Development Receivable		34,150.60	
		<u>375,789.93</u>	<u>330,649.61</u>
		<u>375,915.33</u>	<u>331,944.77</u>
<u>Liabilities, Reserves and Fund Balance:</u>			
Reserve for Animal Control Expenditures	B-5	125.40	1,295.16
<u>Other Funds:</u>			
Deposits for Redemption of Tax Sale Certificates	B-6	17,057.05	13,582.83
Premiums Received at Tax Sale	B-7	28,000.00	10,700.00
Due to Current Fund	B-4		1,768.73
Reserve for Community Development Block Grant	B-1		4,095.69
Reserve for Economic Development	B-8	33,382.88	5,521.06
Reserve for Residential Revolving Loans	B-8	701.62	58,130.05
Reserve for Program Loans Receivable	B-8	41,044.02	54,138.88
Reserve for Special Events	B-9	14,596.51	13,282.90
Reserve for Landfill Closure Escrow	B-9	76,559.19	75,918.17
Reserve for Site Plan Escrow Deposits	B-9	26,620.99	52,990.47
Reserve for Planning Escrow Deposits	B-9	79,023.94	24,039.03
Reserve for Escrow - Mays Landing Sand and Gravel	B-9	9,799.87	9,794.44
Reserve for Fire Penalties	B-9	2,327.07	1,327.07
Reserve for Recreation Trust	B-9	1,831.80	1,831.80
Reserve for Summer Concert Series - Recreation	B-9	197.66	1,466.66
Reserve for POAA		204.00	204.00
Reserve for Rental Deposits	B-9		1,857.83
Reserve for Economic Development Accounts Receivable		34,150.60	
Payroll Deductions Payable	B-10	10,292.73	
		<u>375,789.93</u>	<u>330,649.61</u>
		<u>\$ 375,915.33</u>	<u>\$ 331,944.77</u>

TOWNSHIP OF BUENA VISTA
GENERAL CAPITAL FUND
COMPARATIVE BALANCE SHEET

<u>ASSETS</u>	<u>Ref.</u>	<u>Balance December 31, 2012</u>	<u>Balance December 31, 2011</u>
Cash - Chief Financial Officer	C-2	\$ 127,174.26	\$ 101,772.59
Deferred Charges to Future Taxation			
Unfunded	C-4	485,450.00	485,450.00
Funded	C-5	2,045,075.43	2,271,944.42
		<u>\$ 2,657,699.69</u>	<u>\$ 2,859,167.01</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
General Serial Bonds	C-10	\$ 1,890,000.00	\$ 2,100,000.00
Green Trust Loans Payable	C-9	155,075.43	171,944.42
Capital Improvement Fund	C-7	50,000.00	25,000.00
Improvement Authorizations			
Funded	C-8	11,166.02	11,166.02
Unfunded	C-8	67,368.15	67,368.15
Bond Anticipation Notes	C-11	465,500.00	465,500.00
Amount Due to Current Fund	C-6	16,008.57	15,606.90
Fund Balance	C-1	2,581.52	2,581.52
		<u>\$ 2,657,699.69</u>	<u>\$ 2,859,167.01</u>

There were bonds and notes authorized but not issued on December 31, 2012 in the amount of \$19,950 as compared to \$19,950 on December 31, 2011 (Exhibit C-12)

TOWNSHIP OF BUENA VISTA
GENERAL CAPITAL FUND
STATEMENT OF FUND BALANCE

Balance, December 31, 2011 and 2012	<u>Ref.</u> C	\$ <u>2,581.52</u>
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