

CITY OF PORT REPUBLIC

ATLANTIC COUNTY

NEW JERSEY

AUDIT REPORT

**FOR THE YEAR ENDED
DECEMBER 31, 2013**



**CITY OF PORT REPUBLIC
TABLE OF CONTENTS**

	Exhibit	Page
PART 1		
Independent Auditor's Report		1 - 4
CURRENT FUND		
Comparative Balance Sheet - Regulatory Basis	A	5 - 6
Comparative Statement of Operations and Change in Fund Balance - Regulatory Basis	A-1	7 - 8
Statement of Revenues -Regulatory Basis	A-2	9 - 11
Statement of Expenditures - Regulatory Basis	A-3	12 - 16
TRUST FUND		
Comparative Balance Sheet - Regulatory Basis	B	17
CAPITAL FUND		
Comparative Balance Sheet - Regulatory Basis	C	18
Schedule of Fund Balance - Regulatory Basis	C-1	19
GENERAL FIXED ASSETS ACCOUNT GROUP		
Balance Sheet - Regulatory Basis	G	20
NOTES TO FINANCIAL STATEMENTS		21 - 35
SUPPLEMENTARY DATA		
Independent Auditor's Report - Government Auditing Standards		36 - 37
Schedule of Expenditures of Federal and State Awards		38
Notes to Schedule of Federal and State Awards		39
CURRENT FUND		
Schedule of Cash - Treasurer	A-4	40
Schedule of Taxes Receivable and Analysis of Property Tax Levy	A-5	41
Schedule of Tax Title Liens	A-6	42
Schedule of Revenue Accounts Receivable	A-7	43

**CITY OF PORT REPUBLIC
TABLE OF CONTENTS**

	Exhibit	Page
Schedule of Appropriation Reserves	A-8	44
Schedule of Local District School Tax	A-9	45
Schedule of State Grants Receivable	A-10	46
Schedule of Reserve for State Grants - Appropriated	A-11	47
Schedule of Reserve for State Grants - Unappropriated	A-12	48
 TRUST FUNDS		
Schedule of Cash - Treasurer	B-1	49
Schedule of Reserve for Dog Expenditures	B-2	50
Schedule of Amount Due to/(from) Current Fund - Dog License Fund	B-3	51
Schedule of Amount Due to State of New Jersey - Department of Health	B-4	51
Schedule of Due to/(From) Current Fund	B-5	52
Schedule of Miscellaneous Reserves	B-6	53
 CAPITAL FUNDS		
Schedule of Cash - Treasurer	C-2	54
Analysis of Cash	C-3	55
Schedule of Capital Improvement Fund	C-4	56
Schedule of Deferred Charges to Future Taxation - Funded	C-5	57
Schedule of Deferred Charges to Future Taxation - Unfunded	C-6	58
Statement of Improvement Authorizations	C-7	59
Schedule of General Serial Bonds	C-8	60
Schedule of Bond Anticipation Notes	C-9	61
Schedule of Bonds and Notes Authorized but Not Issued	C-10	62
 PART II		
General Comments		63-65
Findings and Recommendations		66
Status of Prior Recommendations		67
Recommendations		67

CITY OF PORT REPUBLIC

PART I

REPORT ON AUDIT OF FINANCIAL STATEMENTS

AND SUPPLEMENTARY DATA

YEAR ENDED DECEMBER 31, 2013

{THIS PAGE IS INTENTIONALLY LEFT BLANK}



FORD-SCOTT

& ASSOCIATES, L.L.C.

CERTIFIED PUBLIC ACCOUNTANTS

1535 HAVEN AVENUE • PO BOX 538 • OCEAN CITY, NJ • 08226-0538

PHONE 609.399.6333 • FAX 609.399.3710

www.ford-scott.com

Independent Auditor's Report

The Honorable Mayor and
Members of City Council
City of Port Republic, New Jersey

Report on the Financial Statements

We have audited the accompanying balance sheets - regulatory basis of the various funds and account group of the City of Port Republic, as of December 31, 2013 and 2012, the related statement 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 of the various funds for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

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

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

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

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of each fund of the City of Port Republic as of December 31, 2013 and 2012, or changes in financial position for the years then ended.

Basis for Qualified Opinion on Regulatory Basis of Accounting

As described in Note 16 of the financial statements, the City participates in a Length of Service Award Program (LOSAP) for its volunteer fire and rescue personnel. The amount reflected in the trust fund statements of \$137,469.97 and \$120,582.00 for 2013 and 2012 respectively were not audited and, therefore, we express no opinion on the LOSAP program.

Qualified Opinion on Regulatory Basis of Accounting

In our opinion, except for the effects of the matter described in the "Basis for Qualified Opinion on Regulatory Basis of Accounting" paragraph, the financial statements referred to above present fairly, in all material respects, the regulatory basis balances sheets and account group as of December 31, 2013 and 2012, the regulatory basis statements of operations for the years then ended and the regulatory basis statements of revenues and expenditures for the year ended December 31, 2013 in accordance with the basis of financial reporting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey as described in Note 1.

Other Matters

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Port Republic's basic financial statements. The supplementary information listed in the table of contents and schedule of expenditures of federal awards, as required by Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations* and the schedule of expenditures of state financial assistance as required by NJ OMB 04-04 and the letter of comments and recommendations section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplemental information listed in the table of contents and the schedule of expenditures of federal awards, as required by Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, the schedule of and the schedule of expenditures of state financial assistance as required by NJ OMB 04-04 are the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental information listed in the table of contents, schedule of expenditures of federal awards, as required by Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and the schedule of expenditures of state financial assistance as required by NJ OMB 04-04 are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The letter of comments and recommendations section has not been subject to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated February 24, 2014 on our consideration of the City of Port Republic's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Port Republic's internal control over financial reporting and compliance.

Kenneth Moore

Kenneth Moore, CPA, RMA #231

Ford Scott & Associates, LLC

Ford Scott & Associates, LLC

February 24, 2014

EXHIBIT A - CURRENT FUND

{THIS PAGE IS INTENTIONALLY LEFT BLANK}

**CURRENT FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS
AS OF DECEMBER 31,**

<u>ASSETS</u>	<u>2013</u>	<u>2012</u>
Regular Fund:		
Cash:		
Cash Treasurer	\$ 2,313,471.54	1,838,518.81
Cash - Change	100.00	100.00
Total Cash	<u>2,313,571.54</u>	<u>1,838,618.81</u>
Receivables and Other Assets with Full Reserves:		
Delinquent Property Taxes Receivable	79,302.43	118,363.13
Tax Title and Other Liens	24,955.07	20,368.84
Property Acquired for Taxes - at Assessed Valuation	923,101.00	923,101.00
Property Deeded to the City	386,300.00	386,300.00
Revenue Accounts Receivable	1,249.24	1,438.74
Interfund Receivable:		
Grant Fund	57,565.52	60,729.95
Dog Trust	1,633.95	1,620.00
Open Space Trust	3,130.93	18,670.93
Other Trust Funds	4,425.70	4,402.61
Total Receivables and Other Assets	<u>1,481,663.84</u>	<u>1,534,995.20</u>
Deferred Charges:		
Special Emergency Appropriation	18,455.00	27,683.00
Total Deferred Charges	<u>18,455.00</u>	<u>27,683.00</u>
Total Regular Fund	<u>3,813,690.38</u>	<u>3,401,297.01</u>
Federal and State Grant Fund:		
Cash	-	-
Federal and State Grants Receivable	342,457.44	342,457.44
Total Federal and State Grant Fund	<u>342,457.44</u>	<u>342,457.44</u>
Total Current Fund	<u>\$ 4,156,147.82</u>	<u>3,743,754.45</u>

**CURRENT FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS
AS OF DECEMBER 31,**

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>2013</u>	<u>2012</u>
Regular Fund:		
Liabilities:		
Appropriation Reserves	\$ 100,231.76	96,986.56
Reserve for Encumbrances	12,902.59	
Prepaid Taxes	49,821.59	37,721.72
Overpaid Taxes	1,624.56	89.91
Local School Tax Payable	313,293.50	296,789.50
County Added Tax Payable	182.20	1,766.23
Due to State:		
Veterans and Senior Citizens	11,980.53	13,649.00
Reserve for Gravel	63,249.96	-
Interfund Payable:		
General Capital	1,136,873.76	912,637.50
	<u>1,690,160.45</u>	<u>1,359,640.42</u>
Reserve for Receivables and Other Assets	1,481,663.84	1,534,995.20
Fund Balance	<u>641,866.09</u>	<u>506,661.39</u>
Total Regular Fund	<u>3,813,690.38</u>	<u>3,401,297.01</u>
Federal and State Grant Fund:		
Unappropriated Reserves	3,824.82	3,824.82
Appropriated Reserves	281,067.10	277,902.62
Due to Current Fund	57,565.52	60,730.00
	<u>342,457.44</u>	<u>342,457.44</u>
Total Federal and State Grant Fund	<u>342,457.44</u>	<u>342,457.44</u>
Total Current Fund	<u>\$ 4,156,147.82</u>	<u>3,743,754.45</u>

**CURRENT FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES
IN FUND BALANCE - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31,**

	2013	2012
Revenue and Other Income Realized		
Fund Balance	\$ 124,800.00	100,000.00
Miscellaneous Revenue Anticipated	296,741.39	287,081.00
Receipts from Delinquent Taxes	113,297.51	63,550.00
Receipts from Current Taxes	2,620,334.78	2,463,896.00
Non Budget Revenue	77,634.87	49,233.39
Other Credits to Income:		
Unexpended Balance of Appropriation Res.	59,285.82	57,903.00
Interfund Returned	18,704.43	21,795.00
Total Income	3,310,798.80	3,043,458.39
Expenditures		
Budget and Emergency Appropriations:		
Appropriations Within "CAPS"		
Operations:		
Salaries and Wages	264,254.00	266,981.00
Other Expenses	489,361.00	500,100.00
Deferred Charges & Statutory Expenditures	46,307.00	70,834.00
Appropriations Excluded from "CAPS"		
Operations:		
Other Expenses	14,460.00	
Capital Improvements	19,700.00	13,000.00
Debt Service	10,049.00	32,437.00
Deferred Charges	9,228.00	
Transferred to Board of Education		
Local District School Tax	1,546,591.00	1,513,583.00
County Tax	635,121.90	527,590.00
County Share of Added Tax	182.20	1,766.00
Municipal Open Space Taxes	15,540.00	15,559.00
Other:		
Interfund Created		2,261.00
Total Expenditures	3,050,794.10	2,944,111.00
Excess in Revenue	260,004.70	99,347.39

**CURRENT FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES
IN FUND BALANCE - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31,**

	2013	2012
Adjustments to Income before Fund Balance:		
Expenditures included above which are by Statute Deferred Charges to Budgets of Succeeding Year		-
Emergency Appropriation		
Total Adjustments	-	-
Statutory Excess to Fund Balance	260,004.70	99,347.39
Fund Balance January 1	506,661.39	507,314.00
	766,666.09	606,661.39
Decreased by:		
Utilization as Anticipated Revenue	124,800.00	100,000.00
Fund Balance December 31	\$ 641,866.09	506,661.39

**CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013**

	Anticipated		Realized	Excess or (Deficit)
	Budget	N.J.S. 40A:4-87		
Fund Balance Anticipated	\$ 124,800.00		124,800.00	-
Total Fund Balance Anticipated	124,800.00	-	124,800.00	-
Miscellaneous Revenues:				
Section A: Local Revenues				
Fines and Costs:				
Municipal Court	21,000.00		24,051.14	3,051.14
Interest and Costs on Taxes	11,000.00		18,561.30	7,561.30
Interest Earned on Investments	6,000.00		11,305.56	5,305.56
Communication Tower Rental - Bell Atlantic Nynex & Sprint	60,000.00		66,516.39	6,516.39
Total Section A: Local Revenues	98,000.00	-	120,434.39	22,434.39
Section B: State Aid Without Offsetting Appropriations				
Energy Receipts Tax	176,307.00		176,307.00	-
Total Section B: State Aid Without Offsetting Appropriations	176,307.00	-	176,307.00	-
Section F: Special Items - Public and Private Programs				
Off-Set with Appropriations				
Clean Communities		4,000.00	4,000.00	-
Recycling Tonnage Grant		1,813.47	1,813.47	-
Municipal Alliance		7,346.48	7,346.48	-
Alcohol Education Rehabilitation		1,002.72	1,002.72	-
Total Section F: Special Items - Public and Private Programs		14,162.67	14,162.67	-
Off-Set with Appropriations				
			14,162.67	-

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

Total Miscellaneous Revenues:	274,307.00	14,162.67	310,904.06	22,434.39
Receipts from Delinquent Taxes	73,500.00		113,297.51	39,797.51
Amount to be Raised by Taxes for Support of Municipal Budget Local Tax for Municipal Purposes	507,131.00		549,278.68	42,147.68
Total Amount to be Raised by Taxes for Support of Municipal Budget	507,131.00	-	549,278.68	42,147.68
Budget Totals	979,738.00	14,162.67	1,098,280.25	104,379.58
Non- Budget Revenues:			77,634.87	77,634.87
Other Non- Budget Revenues:	979,738.00	14,162.67	1,175,915.12	182,014.45

**CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013**

Analysis of Realized Revenues

Allocation of Current Tax Collections:

Revenue from Collections	\$ 2,620,334.78
Less: Reserve for Tax Appeals Pending	-
Net Revenue from Collections	2,620,334.78
Allocated to:	
School, County and Other Taxes	2,197,435.10
Balance for Support of Municipal Budget Appropriations	422,899.68
Increased by:	
Appropriation "Reserved for Uncollected Taxes"	126,379.00
Amount for Support of Municipal Budget Appropriations	549,278.68

Receipts from Delinquent Taxes:

Delinquent Tax Collection	113,297.51
Tax Title Lien Collections	-
Total Receipts from Delinquent Taxes	113,297.51

Analysis of Non-Budget Revenue:

Miscellaneous Revenue Not Anticipated:	
Building Permits	21,251.00
Miscellaneous	17,201.12
Reimbursements	4,156.22
FEMA	35,026.53
Total Miscellaneous Revenue Not Anticipated:	\$ 77,634.87

**CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013**

	Appropriations		Paid or Charged	Expended		(Over expended) Unexpended Balance Cancelled
	Budget	Budget After Modifications		Encumbered	Reserved	
OPERATIONS WITHIN "CAPS"						
GENERAL GOVERNMENT:						
Mayor and Council						
Salaries and Wages	4,200.00	4,200.00	4,200.00	-	-	-
Other Expenses	1,600.00	1,415.00	1,415.00	-	-	-
Municipal Clerk						
Salaries and Wages	96,500.00	96,500.00	95,640.12	859.88		
Other Expenses	38,966.00	31,448.00	28,263.38	2,468.62		
Financial Administration				716.00		
Salaries and Wages	4,450.00	4,450.00	4,449.96	0.04		
Other Expenses	5,800.00	5,800.00	5,373.00	427.00		
Audit Services						
Other Expenses	24,500.00	23,500.00	23,500.00	-		
Revenue Administration (Tax Collector)						
Salaries and Wages	10,760.00	10,760.00	10,759.80	0.20		
Other Expenses	5,825.00	3,716.00	3,085.45	630.55		
Tax Assessment Administration						
Salaries and Wages	10,457.00	10,457.00	10,456.44	0.56		
Other Expenses	1,695.00	802.00	543.76	257.76		
Legal Services						
Other Expenses	44,455.00	42,915.00	26,541.05	16,373.95		
Liquidation of Tax Title Liens and Foreclosed Property						
Other Expenses	100.00	100.00		100.00		
Engineering Services and Costs						
Other Expenses	8,500.00	13,500.00	8,057.50	5,442.50		
MUNICIPAL COURT						
Salaries and Wages	19,000.00	19,000.00	16,170.78	2,829.22		
Other Expenses	9,175.00	9,175.00	4,703.44	3,643.80		
Public Defender (P.L. 1997, C.256)				827.76		
Other Expenses	750.00	750.00	750.00	-		
LAND USE ADMINISTRATION						
Planning Board						
Salaries and Wages	1,000.00	1,000.00	494.66	505.34		
Other Expenses	2,000.00	4,540.00	4,540.00	-		

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

**CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013**

	Appropriations		Budget After Modifications	Paid or Charged	Expended		(Over expended) Unexpended Balance Cancelled
	Budget				Encumbered	Reserved	
INSURANCE							
Disability Insurance	400.00		400.00	192.63		207.37	-
Liability Insurance	40,600.00		40,600.00	39,544.00		1,056.00	-
Group Insurance Plan for Employees	68,600.00		68,600.00	68,556.52		43.48	-
PUBLIC SAFETY							
911 Services	2,000.00		2,000.00	2,000.00		-	-
Emergency Management Services							
Salaries and Wages	4,000.00		4,000.00	3,558.06		441.94	-
Other Expenses	3,500.00		3,500.00	70.90	1,535.28	1,893.82	-
Aid to Volunteer Fire Company	25,000.00		25,000.00	25,000.00		-	-
Aid to Volunteer Fire Company - Insurance	3,000.00		3,000.00	3,000.00		3,000.00	-
First Aid Organization - Contribution	10,000.00		10,000.00	10,000.00		-	-
Municipal Prosecutor							
Other Expenses	6,461.00		6,461.00	6,460.82		0.18	-
PUBLIC WORKS							
Streets and Road Maintenance							
Salaries and Wages	72,600.00		76,600.00	71,294.13		5,305.87	-
Other Expenses	20,000.00		20,000.00	15,791.81	98.18	4,110.01	-
Garbage and Trash Removal							
Salaries and Wages	7,500.00		7,500.00	6,499.46		1,000.54	-
Other Expenses	92,500.00		92,671.00	63,037.11		29,633.89	-
Monitoring Wells	1,500.00		1,500.00			1,500.00	-
Buildings and Grounds							
Salaries and Wages	2,281.00		2,281.00	1,710.54		570.46	-
Other Expenses	18,000.00		18,000.00	14,351.95		3,648.05	-
HEALTH AND HUMAN SERVICES							
Dog Regulation							
Other Expenses	2,600.00		2,600.00	1,215.00	329.00	1,056.00	-
Aid to Outreach	2,000.00		2,000.00	2,000.00		-	-
PARKS AND RECREATION							
Parks and Playgrounds							
Salaries and Wages	8,600.00		7,477.00	7,476.51		0.49	-
Other Expenses							
Miscellaneous Other Expenses	1,500.00		2,331.00	2,330.08		0.92	-

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

**CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013**

	Appropriations		Paid or Charged	Expended		(Over expended) Unexpended Balance Cancelled
	Budget	Budget After Modifications		Encumbered	Reserved	
UNIFORM CONSTRUCTION CODE						
Construction Official	11,445.00	11,445.00	11,444.16		0.84	-
Salaries and Wages	500.00	500.00	154.63	267.00	78.37	-
Other Expenses						
Plumbing Inspector	2,601.00	2,601.00	2,601.00			-
Salaries and Wages						
Building Inspector	2,601.00	2,601.00	2,601.00			-
Salaries and Wages						
Electrical Inspector	3,382.00	3,382.00	3,381.36		0.64	-
Salaries and Wages						
UNCLASSIFIED						
Celebration of Public Events	5,200.00	5,437.00	5,436.51		0.49	-
UTILITY EXPENSES AND BULK PURCHASES						
Electric	7,000.00	7,000.00	5,887.75		1,112.25	-
Street Lighting	23,000.00	23,000.00	19,403.07	1,371.61	2,225.32	-
Telephone	8,500.00	8,500.00	6,662.91		1,837.09	-
Heating Oil	2,000.00	2,000.00	1,975.14		24.86	-
Motor Fuel	6,600.00	6,600.00	5,657.77		942.23	-
TOTAL OPERATIONS WITHIN "CAPS"	755,204.00	753,615.00	655,239.16	5,402.59	92,973.25	-
Contingent						
TOTAL OPERATIONS INCLUDING CONTINGENT WITHIN "CAPS"	755,204.00	753,615.00	655,239.16	5,402.59	92,973.25	-
Detail:						
Salaries and Wages	261,377.00	264,254.00	252,737.98		11,516.02	-
Other Expenses	489,827.00	489,361.00	402,501.18	5,402.59	81,457.23	-
DEFERRED CHARGES AND STATUTORY EXPENDITURES:						
Statutory Expenditures:						
Contributions to:						
Public Employees' Retirement System	22,567.00	22,567.00	22,567.00			-

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

**CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013**

	Appropriations		Budget After Modifications	Paid or Charged	Expended		(Over expended) Unexpended Balance Cancelled
	Budget				Encumbered	Reserved	
Social Security System (O.A.S.I.)	22,400.00		22,400.00	18,783.31		3,616.69	-
Unemployment Compensation Insurance	1,000.00		1,000.00			1,000.00	-
Defined Contribution Retirement Program	340.00		340.00	77.64		262.36	-
TOTAL DEFERRED CHARGES AND STATUTORY EXPENDITURES:	46,307.00		46,307.00	41,427.95		4,879.05	
TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES WITHIN "CAPS"	801,511.00		799,922.00	696,667.11	5,402.59	97,852.30	
OPERATIONS - EXCLUDED FROM "CAPS"							
(A) Operations - Excluded from "CAPS"	12,000.00		12,000.00	9,775.00		2,225.00	-
LOSAP Contribution - Fire	12,000.00		12,000.00	9,775.00		2,225.00	-
(A) Public and Private Programs Off-Set by Revenues	2,460.00		2,460.00	2,460.00		-	-
Municipal Alliance Program - Local Match							
Total Public and Private Programs Off-Set by Revenues	2,460.00		2,460.00	2,460.00		-	-
Total Operations - Excluded from "CAPS"	14,460.00		14,460.00	12,235.00		2,225.00	-
Detail:							
Salaries and Wages							
Other Expenses	14,460.00		14,460.00	12,235.00		2,225.00	-
(C) Capital Improvements							
Capital Improvement Fund	10,700.00		10,700.00	10,700.00		-	-
Purchase of office equipment	1,500.00		1,500.00	1,346.07		153.93	-
Firefighter Equipment	7,500.00		7,500.00		7,500.00	-	-
Total Capital Improvements	19,700.00		19,700.00	12,046.07	7,500.00	153.93	-
(D) Debt Service							
Interest on Notes	8,460.00		10,049.00	10,048.47		0.53	-
Total Debt Service	8,460.00		10,049.00	10,048.47		0.53	-

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

**CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2013**

	Appropriations		Paid or Charged	Expended		(Over expended) Unexpended Balance Cancelled
	Budget	Budget After Modifications		Encumbered	Reserved	
(E) Deferred Charges						
Special Emergency Authorizations - 5 years	9,228.00	9,228.00	9,228.00	-	-	-
Total Deferred Charges	<u>9,228.00</u>	<u>9,228.00</u>	<u>9,228.00</u>	-	-	-
TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES EXCLUDED FROM "CAPS"	51,848.00	53,437.00	43,557.54	7,500.00	2,379.46	-
SUBTOTAL GENERAL APPROPRIATIONS	<u>853,359.00</u>	<u>853,359.00</u>	<u>740,224.65</u>	<u>12,902.59</u>	<u>100,231.76</u>	-
(M) Reserve for Uncollected Taxes	126,379.00	126,379.00	126,379.00	-	-	-
TOTAL GENERAL APPROPRIATIONS	<u>\$ 979,738.00</u>	<u>979,738.00</u>	<u>866,603.65</u>	<u>12,902.59</u>	<u>100,231.76</u>	-
Budget		979,738.00			Cancelled	-
Appropriations by 40A-4-87		14,162.67			Overexpended	-
Emergency Appropriations		<u>993,900.67</u>				-
Reserve for Uncollected Taxes			126,379.00			
Federal and State Grants			2,460.00			
Deferred Charges			9,228.00			
Capital Improvement Fund			10,700.00			
Disbursements			717,836.65			
			<u>866,603.65</u>			

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

EXHIBIT B - TRUST FUNDS

{THIS PAGE IS INTENTIONALLY LEFT BLANK}

TRUST FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS
AS OF DECEMBER 31,

<u>ASSETS</u>	<u>2013</u>	<u>2012</u>
Dog License Fund:		
Cash	\$ 2,619.64	2,352.69
Due from State of New Jersey	41.40	41.40
	<u>2,661.04</u>	<u>2,394.09</u>
Length of Service Award Program (unaudited)		
Investments held for LOSAP	137,469.93	120,582.00
	<u>137,469.93</u>	<u>120,582.00</u>
Other Funds:		
Cash - Treasurer	160,819.97	88,051.39
	<u>160,819.97</u>	<u>88,051.39</u>
	<u>300,950.94</u>	<u>211,027.48</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>		
Dog License Fund:		
Due to Current Fund	1,633.95	1,620.00
Reserve for Dog Fund Expenditures	1,026.80	773.80
	<u>2,660.75</u>	<u>2,393.80</u>
Length of Service Award Program (unaudited)		
Reserve for LOSAP	137,469.93	120,582.00
	<u>137,469.93</u>	<u>120,582.00</u>
Other Funds:		
Due to Current Fund	7,655.65	23,073.95
Miscellaneous Reserves	153,164.15	64,977.27
	<u>160,819.80</u>	<u>88,051.22</u>
	<u>\$ 300,950.48</u>	<u>211,027.02</u>

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

{THIS PAGE IS INTENTIONALLY LEFT BLANK}

EXHIBIT C - GENERAL CAPITAL FUND

{THIS PAGE IS INTENTIONALLY LEFT BLANK}

**GENERAL CAPITAL FUND
COMPARATIVE BALANCE SHEET - REGULATORY BASIS
AS OF DECEMBER 31,**

<u>ASSETS</u>	<u>2013</u>	<u>2012</u>
Cash	\$ 9,171.34	9,169.00
Deferred Charges to Future Taxation -		
Funded	-	-
Unfunded	1,240,675.00	940,000.00
Interfunds and Receivables		
Due from Current Fund	1,136,873.76	912,638.00
	<u>2,386,720.10</u>	<u>1,861,807.00</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>		
Bond Anticipation Notes Payable	1,240,675.00	1,240,675.00
Improvement Authorizations:		
Funded	9,773.00	9,773.00
Unfunded	1,101,993.10	872,630.00
Reserve for Debt Service		
Capital Improvement Fund	4,362.00	9,487.00
Fund Balance	29,917.00	29,917.00
	<u>\$ 2,386,720.10</u>	<u>2,162,482.00</u>

There were bonds and notes authorized but not issued at December 31,

2012	-
2013	-

**GENERAL CAPITAL FUND
COMPARATIVE STATEMENT OF FUND BALANCE -
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31,**

	2013	2012
Beginning Balance January 1	\$ 29,917.00	29,917.00
Increased by:		
No current year activity		
Decreased by:		
No current year activity		
Ending Balance December 31	\$ 29,917.00	29,917.00

EXHIBIT G - GENERAL FIXED ASSETS

{THIS PAGE IS INTENTIONALLY LEFT BLANK}

GENERAL FIXED ASSETS ACCOUNT GROUP
STATEMENT OF GENERAL FIXED ASSETS - REGULATORY BASIS
AS OF DECEMBER 31,

	<u>2013</u>	<u>2012</u>
General Fixed Assets:		
Land	\$ 2,060,028.00	2,060,028.00
Buildings	111,557.00	111,557.00
Transportation Equipment	<u>208,218.00</u>	<u>208,218.00</u>
Total General Fixed Assets	<u><u>2,379,803.00</u></u>	<u><u>2,379,803.00</u></u>
Investment in General Fixed Assets	\$ <u><u>2,379,803.00</u></u>	<u><u>2,379,803.00</u></u>

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

{THIS PAGE IS INTENTIONALLY LEFT BLANK}

**CITY OF PORT REPUBLIC
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012**

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting City

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

Component units are legally separate organizations for which the City is financially accountable. The City is financially accountable for an organization if the City appoints a voting majority of the organization's governing board and (1) the City is able to significantly influence the programs or services performed or provided by the organization; or (2) the City is legally entitled to or can otherwise access the organization's resources; the City is legally obligated or has otherwise assumed the responsibility to finance the deficits of or provide financial support to the organization; or the City is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the City in that the City approves the budget, the issuance of debt or the levying of taxes. The Board of Education of the City is a component unit. However, under the regulatory basis of accounting in New Jersey, the component unit is neither blended nor shown in a discrete presentation in the financial statements of the City. The Board of Education does have an independent audit performed and a copy is available at the Board's offices.

B. Description of Funds

The accounting policies of the City of Port Republic conform to the accounting principles applicable to municipalities which have been prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such principles and practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with the respect to public funds. Under this method of accounting, the City of Port Republic accounts for its financial transactions through the following separate funds:

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

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

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

General Fixed Assets Account Group -- All fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the general fixed assets account group, rather than in governmental funds.

**CITY OF PORT REPUBLIC
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012**

C. Basis of Accounting

The accounting principles and practices prescribed for municipalities by the State of New Jersey differ in certain respects from generally accepted accounting principles applicable to local governmental units. The more significant policies in New Jersey follow.

A modified accrual basis of accounting is followed with minor exceptions.

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

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 Accounting System. Outstanding encumbrances at December 31 are reported as a cash liability in the financial statements. Appropriation reserves covering unencumbered appropriation balances are automatically created at December 31st of each year and recorded as liabilities, except for amounts which may be canceled by the Governing Body. Appropriation reserves are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year. Lapsed appropriation reserves are recorded as income. Appropriations for principal payments on outstanding general capital bonds and notes are provided on the cash basis; interest on general capital indebtedness is on the cash basis. Compensated absences are treated on a pay as you go basis with no amount charged to operations in the year incurred.

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

Interfunds -- Interfund receivables in the Current Fund are recorded with offsetting reserves which are created by charges to operations. Income is recognized in the year the receivables are liquidated. Interfund receivables in the other funds are not offset by reserves.

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

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

As required by New Jersey Statutes, foreclosed property is reported in the current operating fund of the municipality.

**CITY OF PORT REPUBLIC
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012**

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

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available except for land which is valued at estimated market value on the date of acquisition. Expenditures for long lived assets with an original cost in excess of \$5,000 are capitalized.

No depreciation has been provided for in the financial statements.

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

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

Levy of Taxes -- The County Board of Taxation certifies the tax levy of the municipality each year. The tax levy is based on the assessed valuation of taxable property within the municipality. Taxes are payable on the first day of February, May, August, and November. Any taxes that have not been paid by 11th day of the 11th month in the fiscal year levied are subject to being included in the tax sale and the lien enforced by selling the property in accordance with NJSA 54:5 et. seq.

The municipality is responsible for remitting 100% of the school and county taxes to the respective agency. The loss for delinquent or uncollectible accounts is borne by the municipality and not the school district or county.

Interest on Delinquent Taxes -- It is the policy of the City of Port Republic to collect interest for the nonpayment of taxes or assessments on or before the date when they would become delinquent. The Tax Collector is authorized to charge eight percent (8%) per annum on the first \$1,500.00 of taxes becoming delinquent after due date and eighteen percent (18%) per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of six percent (6%) shall be charged against the delinquency. There is a ten day grace period.

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

Use of Estimates -- The preparation of financial statements in conformity with generally accepted accounting principles or the statutory basis of accounting requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

**CITY OF PORT REPUBLIC
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012**

D. Required Financial Statements

The State of New Jersey requires the following financial statements to be presented for each fund on the regulatory basis of accounting: Balance Sheet, Statement of Operations and Changes in Fund Balance, Statement of Revenue and Statement of Expenditures. These statements differ from those presented under Generally Accepted Accounting Principles, which requires a Statement of Net Position and Statement of Activities in addition to the fund financial statements.

E. Comparative Data

Comparative total data for the prior year has been presented in the accompanying Balance Sheets and Statement of Operations in order to provide an understanding of changes in the City's financial position. However, comparative (i.e., presentation of prior year totals by fund type) data have not been presented in the Statement of Revenue-Regulatory Basis and Statement of Expenditures-Regulatory Basis since their inclusion would make the statements unduly complex and difficult to read.

F. Recent Accounting Pronouncements Not Yet Effective

In June 2012, the Governmental Accounting Standards Board (GASB) issued Statement No. 67 "Financial Reporting for Pension Plans – an amendment of GASB Statement No. 25". This statement, which is effective for fiscal periods beginning after June 15, 2013, will not have any effect on the City's financial reporting.

In June 2012, the Governmental Accounting Standards Board (GASB) issued Statement No. 68 "Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27". This statement, which is effective for fiscal periods beginning after June 15, 2014, will not have any effect on the City's financial reporting. However, the provisions of this statement will require significant modifications to the disclosure requirements related to the City's proportionate share of the cost-sharing defined benefit plans reported at the State of New Jersey level.

In January 2013, the Governmental Accounting Standards Board (GASB) issued Statement No. 69 "Government Combinations and Disposals of Government Operations". This statement, which is effective for fiscal periods beginning after December 15, 2013, will not have any effect on the City's financial reporting.

In April 2013, the Governmental Accounting Standards Board (GASB) issued Statement No. 70 "Accounting and Financial Reporting for Nonexchange Financial Guarantees". This statement, which is effective for fiscal years beginning after June 15, 2013, will not have any impact on the City's financial statements.

**CITY OF PORT REPUBLIC
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012**

Note 2: BUDGETARY INFORMATION

Under New Jersey State Statutes, the annual budget is required to be a balanced cash basis document. To accomplish this, the municipality is required to establish a reserve for uncollected taxes. The 2013 and 2012 statutory budgets included a reserve for uncollected taxes in the amount of \$126,379 and \$93,334. To balance the budget, the municipality is required to show a budgeted fund balance. The amount of fund balance budgeted to balance the 2013 and 2012 statutory budgets was \$124,800 and \$100,000.

The Chief Financial Officer has the discretion of approving intra department budgetary transfers throughout the year. Inter department transfers are not permitted prior to November 1. After November 1 these transfers can be made in the form of a resolution and approved by City Council. The following significant budget transfers were approved in the 2013 and 2012 calendar years:

<u>Budget Category</u>	<u>2013</u>	<u>2012</u>
<u>Current Fund:</u>		
Clerk - Other Expenses	\$ (7,518.00)	(12,000.00)
Engineering Services - Other Expenses	5,000.00	
Financial Administration - Other Expenses		(7,600.00)
Legal - Other Expenses		8,000.00
Streets and Roads - Salaries and Wages		(5,000.00)
Capital Improvement Fund		9,000.00

NJSA 40A:4-87 permits special items of revenue and appropriations to be inserted into the annual budget when the item has been made available by any public or private funding source and the item was not determined at the time of budget adoption. During 2013 and 2012, the following significant budget insertions were approved:

<u>Budget Category</u>	<u>2013</u>	<u>2012</u>
Clean Communities	\$ 4,000.00	4,000.00
Alcohol Education Rehabilitation	1,002.72	377.74
Municipal Alliance	7,346.48	
Recycling Tonnage	1,813.47	

The City may make emergency appropriations, after the adoption of the budget, for a purpose which was not foreseen at the time the budget was adopted or for which adequate provision was not made therein. This type of appropriation shall be made to meet a pressing need for public expenditure to protect or promote the public health, safety, morals or welfare or to provide temporary housing or public assistance prior to the next succeeding fiscal year. Emergency appropriations, except those classified as a special emergency, must be raised in the budgets of the succeeding year. Special emergency appropriations are permitted to be raised in the budgets of the succeeding three or five years. The City approved a special emergency appropriation in 2010 for \$155,000. The emergency was for bulkhead repairs. The unfunded balance as of December 31, 2013 was \$18,455.

**CITY OF PORT REPUBLIC
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012**

Note 3: INVESTMENTS

Interest Rate Risk. The municipality does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. However, New Jersey Statutes 40A:5-15.1(a) limits the length of time for most investments to 397 days.

Credit Risk. New Jersey Statutes 40A:5-15.1(a) limits municipal investments to those specified in the Statutes. The type of allowable investments are Bonds of the United States of America or of the local unit or school districts of which the local unit is a part of: obligations of federal agencies not exceeding 397 days; government money market mutual funds; the State of New Jersey Cash Management Plan; local government investment pools; or repurchase of fully collateralized securities.

Concentration of Credit Risk. The municipality places no limit on the amount the City can invest in any one issuer.

Note 4: CASH

Custodial Credit Risk – Deposits. Custodial credit risk is the risk that in the event of a bank failure, the government’s deposits may not be returned to it. The municipality’s policy is based on New Jersey Statutes requiring cash be deposited only in New Jersey based banking institutions that participate in the New Jersey Governmental Depository Protection Act (GUDPA) or in qualified investments established in New Jersey Statutes 40A:5-15.1(a) that are treated as cash equivalents. Under the act, all demand deposits are covered by the Federal Deposit Insurance Corporation (FDIC). Public funds owned by the municipality in excess of FDIC insured amounts are protected by GUDPA. However, GUDPA does not protect intermingled trust funds such as salary withholdings, bail funds or fund that may pass to the municipality relative to the happening of a future condition. As of December 31, 2013 and 2012, \$0 of the municipality’s bank balance of \$2,655,559.39 and \$1,968,734.42 was exposed to custodial credit risk.

Note 5: FIXED ASSETS

The following schedules are a summarization of the changes in general fixed assets for the calendar years ended December 31, 2013 and 2012:

	Balance 12/31/2011	Additions	Retirements/ Adjustments	Balance 12/31/2012
Land	\$ 1,807,573.00	252,455.00		2,060,028.00
Building	111,557.00			111,557.00
Transportation Equipment	141,718.00	66,500.00		208,218.00
	<u>\$ 2,060,848.00</u>	<u>318,955.00</u>	<u>-</u>	<u>2,379,803.00</u>

**CITY OF PORT REPUBLIC
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012**

	Balance 12/31/2012	Additions	Retirements	Balance 12/31/2013
Land	\$ 2,060,028.00			2,060,028.00
Building	111,557.00			111,557.00
Transportation Equipment	208,218.00			208,218.00
	<u>\$ 2,379,803.00</u>	<u>-</u>	<u>-</u>	<u>2,379,803.00</u>

Note 6: SHORT-TERM OBLIGATIONS

	Balance 12/31/11	Issued	Retired	Balance 12/31/12
Bond Anticipation Notes payable: General	\$ 950,000.00		10,000.00	940,000.00
	<u>\$ 950,000.00</u>	<u>-</u>	<u>10,000.00</u>	<u>940,000.00</u>

	Balance 12/31/12	Issued	Retired	Balance 12/31/13
Bond Anticipation Notes payable: General	\$ 940,000.00	300,675.00		1,240,675.00
	<u>\$ 940,000.00</u>	<u>300,675.00</u>	<u>-</u>	<u>1,240,675.00</u>

The note was issued on 9/27/13 and is due and payable on 9/26/14 with interest at .82%. As of December 31, 2013 the City has authorized but not issued bonds in the amount of \$0 in the General Capital Fund.

<u>Summary of Municipal Debt</u>	<u>Year 2013</u>	<u>Year 2012</u>	<u>Year 2011</u>
<u>Issued:</u>			
General - Bonds and Notes	\$ 1,240,675.00	940,000.00	950,000.00
Total Issued	<u>1,240,675.00</u>	<u>940,000.00</u>	<u>950,000.00</u>
<u>Authorized but not issued:</u>			
General - Bonds and Notes	-	-	-
Total Authorized But Not Issued	<u>-</u>	<u>-</u>	<u>-</u>
Total Bonds & Notes Issued and Authorized But Not Issued	<u>\$ 1,240,675.00</u>	<u>940,000.00</u>	<u>950,000.00</u>

**CITY OF PORT REPUBLIC
 NOTES TO FINANCIAL STATEMENTS
 YEARS ENDED DECEMBER 31, 2013 AND 2012**

Summary of Statutory Debt Condition - Annual Debt Statement

The summarized statement of debt condition which follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicates a statutory net debt of .922%.

	Gross Debt	Deductions	Net Debt
Local School District Debt	\$ -	-	-
General Debt	1,240,675.00	-	1,240,675.00
	<u>\$ 1,240,675.00</u>	<u>-</u>	<u>1,240,675.00</u>

Net Debt \$1,240,675 ÷ Equalized Valuation Basis per N.J.S.A. 40A:2-2 as amended, \$134,603,988.67 = .922%.

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

3 1/2 % of Equalized Valuation Basis (Municipal)	\$ 4,711,140.00
Net Debt	1,240,675.00
Remaining Borrowing Power	<u>\$ 3,470,465.00</u>

The City of Port Republic School District, as a K-8 school district, is permitted to borrow up to 3% of the average equalized valuation for the past three years. State statutes allow a school district to exceed the districts limitation with voter approval. Any amount approved by the voters in excess of the limit is treated as an impairment of the municipal limit.

Note 7: FUND BALANCES APPROPRIATED

Fund balances at December 31, 2013 and 2012, which were appropriated and included as anticipated revenue in their own respective funds for the year ending December 31, 2014 and 2013 were as follows:

	<u>2013</u>
Current Fund	\$ 124,800.00

As of the date of this audit report, City Council has not adopted the 2014 Local Municipal Budget.

**CITY OF PORT REPUBLIC
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012**

Note 8: DEFERRED CHARGES TO BE RAISED IN SUCCEEDING BUDGETS

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2013, the following deferred charges are shown on the balance sheets of the various funds:

	Balance December 31, 2013	2014 Budget Appropriation	Balance to Succeeding
Current fund:			
Special Emergency Appropriation	\$ 18,455.00	\$ 9,228.00	\$ 9,227.00
	<u>\$ 18,455.00</u>	<u>\$ 9,228.00</u>	<u>\$ 9,227.00</u>

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

Note 9: SCHOOL TAXES

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

	<u>12/31/2013</u>	<u>12/31/2012</u>
Balance of Tax	\$ 773,293.50	756,789.50
Deferred	460,000.00	460,000.00
Tax Payable	<u>\$ 313,293.50</u>	<u>296,789.50</u>

Note 10: TAXES COLLECTED IN ADVANCE

Taxes collected in advance are recorded as cash liabilities in the financial statements. Following is a comparison of the liability for the previous two years:

	Balance 12/31/13	Balance 12/31/12
Prepaid Taxes	\$ 49,821.59	37,721.72
Cash Liability for Taxes Collected in Advance	<u>\$ 49,821.59</u>	<u>37,721.72</u>

Note 11: PENSION FUNDS

Description of Plans

Substantially all of the City's employees participate in the Public Employees' Retirement System (PERS) cost sharing multiple-employer defined benefit pension plan which has been established by State Statute and are administered by the New Jersey Division of Pensions and Benefits (Division). According to the State of New Jersey Administrative Code, all obligations of the System will be assumed by the State of New Jersey should the system terminate. The Division issues a

**CITY OF PORT REPUBLIC
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012**

publicly available financial report that includes the financial statements and required supplementary information for the systems. This report may be obtained by writing to the Division of Pension and Benefits, PO Box 295, Trenton, New Jersey 08625 or the report can be accessed on the internet at

<http://www.state.nj.us/treasury/pensions/annrpts.shtml>.

Public Employees' Retirement System

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

Funding Policy

The contribution policy is set by N.J.S.A. 43:15A, Chapter 62, P.L. of 1994, Chapter 115, P.L. of 1997 and N.J.S.A. 18:66, and requires contributions by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. PERS provided for employee contributions of 6.64% through June 30, 2013 and 6.78% thereafter of employee's annual compensation, as defined. Employers are required to contribute to an actuarially determined rate in PERS. The current PERS rate is 6.42% of covered payroll. The City's contributions to PERS for the years ended December 31, 2013, 2012, and 2011 were \$22,567.00, \$25,433.00, and \$25,962.00. The total payroll for the year ended December 31, 2013, 2012 and 2011 was \$253,033, \$240,224 and \$280,877. Payroll covered by PERS was \$181,995, \$164,487, and \$196,523.

Significant Legislation

Chapter 78, P.L. 2011, effective June 28, 2011 made various changes to the manner in which the Public Employees' Retirement System (PERS) and the Police and Firemen's Retirement System (PFRS) operate and to the benefit provisions of those systems.

Chapter 78's provisions impacting employee pension and health benefits include:

- New members of the PERS hired on or after June 28, 2011 (Tier 5 members) will need 30 years of creditable service and age 65 for receipt of the early retirement benefit without a reduction of $\frac{1}{4}$ of 1% for each month that the member is under age 65.
- The eligibility age to qualify for a service retirement in the PERS is increased from age 63 to 65 for Tier 5 members.
- The annual benefit under special retirement for new PFRS members enrolled after June 28, 2011 (Tier 3 members), will be 60% instead of 65% of the member's final compensation plus 1% for each year of creditable service over 25 years but not to exceed 30 years.
- Increases in active member contribution rates. PERS active member rates increase from 5.5% of annual compensation to 6.5% plus an additional 1% phased-in over 7 years; PFRS active member rate increase from 8.5% to 10%. For fiscal year 2013, the member contribution rates increased in October 2011. The phase-in of the additional incremental

**CITY OF PORT REPUBLIC
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012**

member contribution rates for PERS members will take place in July of each subsequent fiscal year.

- The payment of automatic cost-of-living adjustment (COLA) additional increases to current and future retirees and beneficiaries is suspended until reactivated as permitted by this law.
- New employee contribution requirements towards the cost of employer-provided health benefit coverage. Employees are required to contribute a certain percentage of the cost of coverage. The rate of contribution is determined based on the employee's annual salary and the selected level of coverage. The increased employee contributions will be phased in over a 4-year period for those employed prior to Chapter 78's effective date with a minimum contribution required to be at least 1.5% of salary.
- In addition, this new legislation changes the method for amortizing the pension systems' unfunded accrued liability (from a level percent of pay method to a level dollar of pay).

Chapter 1, P.L. 2010, effective May 21, 2010, made a number of changes to the State-administered retirement systems concerning eligibility, the retirement allowance formula, the definition of compensation, the positions eligible for service credit, the non-forfeitable right to a pension, the prosecutor's part of the PERS, special retirement under the PFRS, and employer contributions to the retirement systems.

Also, Chapter 1, P.L. 2010 changed the membership eligibility criteria for new members of PERS from the amount of annual compensation to the number of hours worked weekly. Also, it returned the benefit multiplier for new members of PERS to 1/60th from 1/55th, and it provided that new members of PERS have the retirement allowance calculated using the average annual compensation for the last five years of service instead of the last three years of service. New members of PERS will no longer receive pension service credit from more than one employer. Pension service credit will be earned for the highest paid position only. This law also closed the Prosecutors Part of the PERS to new members and repealed the law for new members that provided a non-forfeitable right to receive a pension based on the laws of the retirement system in place at the time 5 years of pension service credit is attained. The law also requires the State to make its full pension contribution, defined a 1/7th of the required amount, beginning in fiscal years 2012.

Chapter 3, P.L. 2010, effective May 21, 2010, replaced the accidental and ordinary disability retirement for new members of the PERS with disability insurance coverage similar to that provided by the State to individuals enrolled in the State's Defined Contribution Retirement Program.

Chapter 92, P.L. 2007 implemented certain recommendations contained in the December 1, 2006 report of the Joint Legislative Committee on Public Employee Benefits Reform; established a DCRP for elected and certain appointed officials, effective July 1, 2007; the new pension loan interest rate became 4.69% per year, and an \$8.00 processing fee per loan was charged, effective January 1, 2008. The legislation also removed language from existing law that permits the State Treasurer to reduce employer pension contributions needed to fund the Funds and Systems when excess assets are available.

**CITY OF PORT REPUBLIC
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012**

Note 12: POST-RETIREMENT BENEFITS

Plan Description The City of Port Republic contributes to the State Health Benefits Program (SHBP) a cost-sharing, multi-employer defined benefit post-employment healthcare plan administered by the State of New Jersey Division of Pensions and Benefits. The SHBP was established in 1961 under N.J.S.A. 52:14-17.25 et seq. to provide health benefits to State employees, retirees, and their dependents.

The SHBP was extended to employees, retirees, and dependents of participating local public employers in 1964. Local employers must adopt a resolution to participate in the SHBP. Rules governing the operation and administration of the program are found in Title 17, Chapter 9 of the New Jersey Administrative Code. SHBP provides medical, prescription drugs, mental health/substance abuse, and Medicare Part B reimbursement to retirees and their covered dependents.

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

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

Contributions to pay for the health premiums of participating retirees in the SHBP are billed to the City of Port Republic on a monthly basis. The rates charged by the system for the year ended December 31, 2012 vary according to the type of coverage selected by the retiree and range from \$378 to \$1,770 monthly per retiree.

The City of Port Republic contributions to SHBP for post-retirement benefits for the year ended December 31, 2013 and 2012, were \$0 and \$0 respectively, which equaled the required contribution for the year.

Note 13: ACCRUED SICK AND VACATION BENEFITS

The City has permitted employees to accrue unused vacation and sick pay, which may be taken as time off. The City allows the employees to accumulate a maximum of 24 days of sick time and 7 days of vacation time. The City has no policy of payments to employees at retirement or termination.

Note 14: ECONOMIC DEPENDENCY

The City of Port Republic is not economically dependent on any one business or industry as a major source of tax revenue for the City.

**CITY OF PORT REPUBLIC
 NOTES TO FINANCIAL STATEMENTS
 YEARS ENDED DECEMBER 31, 2013 AND 2012**

Note 15: RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters.

Property and Liability Insurance - The City maintains commercial insurance coverage for property, liability and surety bonds. During the year ended December 31, 2013 and 2012 the City did not incur claims in excess of their coverage and the amount of coverage did not significantly decrease.

The City is a member of the Atlantic County Joint Insurance Fund (JIF) and the Municipal Excess Liability Fund (MEL) which also includes other municipalities throughout the region. The City is obligated to remit insurance premiums into these funds for sufficient insurance coverage. There is an unknown contingent liability with the Atlantic County Municipal Joint Insurance Fund if there is a catastrophic insurance claim from any member of the fund. The City has a general liability limit of \$100,000 under JIF, which increases to \$5,000,000 under MEL.

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

Calendar Year	City Contributions	Employee Contributions	Amount Reimbursed	Ending Balance
2013	\$ -	142.97	874.00	5,897.97
2012	-	1,868.00	-	6,629.00
2011	-	979.00	-	4,761.00

Note 16: LENGTH OF SERVICE AWARDS PROGRAM (UNAUDITED)

In 2001, the voters of the City of Port Republic approved the establishment of a Length of Service Awards Program (LOSAP) Deferred Compensation Plan. This plan is made available to all bona fide eligible volunteers who are performing qualified services which are defined as fire fighting and prevention services, emergency medical services, and ambulance services pursuant to Section 457 of the Internal Revenue Code of 1986, as amended, except for provisions added by reason of the LOSAP as enacted into federal law in 1997. The establishment of this LOSAP will also comply with New Jersey Public Law 1997, Chapter 388 and the LOSAP document.

Note 17: DEFERRED COMPENSATION

Employees of the City of Port Republic may participate in a deferred compensation plan adopted under the provisions of Internal Revenue Code Section 457 (Deferred Compensation Plans With Respect to Service for State and Local Governments). The deferred compensation plan is available to all employees of the City. Under the plan, employees may elect to defer a portion of their salaries and avoid paying taxes on the deferred portion until the withdrawal date. The

**CITY OF PORT REPUBLIC
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012**

deferred compensation amount is not available for withdrawal by employees until termination, retirement, death, or unforeseeable emergency.

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

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

Note 18: CONTINGENT LIABILITIES

From time to time, the City is a defendant in legal proceedings relating to its operations as a municipality. In the best judgment of the City's management, the outcome of any present legal proceedings will not have any adverse material effect on the accompanying financial statements.

Note 19: INTERFUND BALANCES

During the most current calendar year ended December 31, 2013, the following interfunds were included on the balance sheets of the various funds of the City of Port Republic:

	Due From	Due To
Current Fund:		
Animal Control Fund	\$ 1,633.95	
Open Space Trust	3,130.93	
Other Trust Funds	4,425.47	
General Operating		1,136,873.76
Grant Fund	57,565.52	
Grant Fund:		
Current Fund		57,565.52
Trust Fund:		
Current - Animal Control Fund		1,633.95
Current - Open Space Trust		3,130.93
Current - Other Trusts		4,425.47
General Capital Fund:		
Current Fund	1,136,873.76	
	<u>\$ 1,203,629.63</u>	<u>1,203,629.63</u>

The interfunds occurred since the Grant and the Capital funds do not have separate bank accounts. The interfund with the Animal Control Fund is due to the statutory excess resulting during the current year. The interfund in the other trust funds is due to interest earnings that were not transferred to the Current Fund prior to December 31 and bills paid by the Current Fund.

**CITY OF PORT REPUBLIC
NOTES TO FINANCIAL STATEMENTS
YEARS ENDED DECEMBER 31, 2013 AND 2012**

Note 20: OPEN SPACE TAXING DISTRICT

The voters of the City approved the establishment of an Open Space, Recreation, Farmland and Historic Preservation Trust Fund Taxing District effective January 1, 2005. The amount assessed each year, \$.02 per \$100 of assessed valuation, will be placed in an interest bearing account for the acquisition, development, capital maintenance and payment of debt service on lands acquired for recreation and conservation purposes. During 2014, \$15,540.00 was raised and \$15,540.00 was paid to the Open Space Trust Fund.

Note 21: SUBSEQUENT EVENTS

The City has evaluated subsequent events through February 24, 2014, the date which the financial statements were available to be issued and identified no events requiring disclosure.

{THIS PAGE IS INTENTIONALLY LEFT BLANK}

SUPPLEMENTARY INFORMATION

{THIS PAGE IS INTENTIONALLY LEFT BLANK}



FORD-SCOTT

& ASSOCIATES, L.L.C.

CERTIFIED PUBLIC ACCOUNTANTS

1535 HAVEN AVENUE • PO BOX 538 • OCEAN CITY, NJ • 08226-0538
PHONE 609.399.6333 • FAX 609.399.3710
www.ford-scott.com

Independent Auditor's Report

The Honorable Mayor and
Member of City Council
City of Port Republic, New Jersey

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the regulatory basis financial statements of the various funds and account group as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated February 24, 2014, which was adverse due to being presented in accordance with the New Jersey regulatory basis of accounting.

Internal Control over Financial Reporting

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

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

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

Compliance and Other Matters

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

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Kenneth Moore

Kenneth Moore, CPA
Register Municipal Accountant
No. 231

Ford Scott & Associates, LLC

Ford Scott & Associates, LLC

February 24, 2014

SCHEDULE OF EXPENDITURES OF FEDERAL AND STATE AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2013

Federal or State Grantor/Pass - Through Grantor/Program Title	Pass-Through Grantor's # or CFDA #	Grant Period	Program or Award Amount	Balance Dec. 31, 2012	Receipts or Revenue Recognized	Disbursements/ Expenditures	Canceled	Balance Dec. 31, 2013	Cumulative Expenditures
State of New Jersey									
NJ Transportation Trust Fund Authority Act									
Reconstruction of Church Mill Road	6320-480-601381-61 6320-480-601381-61	1/1/10-12/31/10 1/1/11 - 12/31/11	150,000 \$ 67,000	44,305.25 7,088.11		795.01		43,510.24 7,088.11	106,489.76 59,911.89
Department of Environmental Protection									
Clean Communities Act	4900-765-178920	1/1/13-12/31/13	4,000		4,000.00	4,000.00		-	4,000.00
Clean Communities Act	4900-765-178920	1/1/12-12/31/12	4,000	1,270.57		1,270.57		-	4,000.00
Recycling Tonnage Grant	4830-752-050580-50	1/1/09-12/31/09	2,279	2,279.23				2,279.23	-
Recycling Tonnage Grant	4830-752-050580-50	1/1/10-12/31/10	2,088	2,088.00				2,088.00	-
Recycling Tonnage Grant	4830-752-050580-50	1/1/12-12/31/12	1,813		1,813.47			1,813.47	-
Department of Community Affairs									
Alcohol Education Rehabilitation	9735-760-098-Y900-001	1/1/09-12/31/09	933	932.74				932.74	-
Alcohol Education Rehabilitation	9735-760-098-Y900-001	1/1/10-12/31/10	1,218	1,218.00				1,218.00	-
Alcohol Education Rehabilitation	9735-760-098-Y900-001	1/1/11-12/31/11	431	431.00				431.00	-
Alcohol Education Rehabilitation	9735-760-098-Y900-001	1/1/12-12/31/12	378	378.00				378.00	-
Alcohol Education Rehabilitation	9735-760-098-Y900-001	1/1/13-12/31/13	378		1,002.72			1,002.72	-
Total State Assistance				59,990.90	6,816.19	6,065.58	-	60,741.51	
Federal Assistance									
Housing and Urban Development									
Community Development Block Grant	14.218	1/1/09-12/31/09	7,075	7,075.00				7,075.00	-
Help America Vote Act	N/A	1/1/11-12/31/11	8,575	8,575.00				8,575.00	-
Environmental Protection									
Municipal Storm Grant	66.XXX	1/1/09-12/31/09	4,444	4,444.31				4,444.31	-
Total Federal Assistance				\$ 20,094.31	-	-	-	20,094.31	

The accompanying Notes to Schedule of Expenditures of Federal and State Awards are an integral part of this statement

**Notes to Schedule of Expenditures of Federal and State Awards
December 31, 2013**

Note 1: BASIS OF PRESENTATION

The accompanying schedule of federal and state awards includes the federal and state grant activity of the City of Port Republic, State of New Jersey and is presented on the basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, which is a comprehensive basis of accounting other than generally accepted accounting principles. Encumbrances are considered in determining single audit threshold on major programs.

Note 2: RELATIONSHIP TO GENERAL PURPOSE FINANCIAL STATEMENTS

Amounts reported in the accompanying schedule do not agree with amounts reported in the City's financial statements. Receipts from Federal and State grants are realized as revenue when anticipated in the City's budget. Expenditures are recognized when they become payable. Following is a reconciliation of expenditures:

Expenditures per Schedule of Federal and State Awards	\$ 80,835.82
Plus: Local Grants	200,231.28
Expenditures reported on Schedule A-11	<u><u>\$ 281,067.10</u></u>

**CURRENT FUND
SCHEDULE OF CASH - TREASURER**

		<u>Current Fund</u>
Balance December 31, 2012	\$	1,838,518.81
Increased by Receipts:		
Taxes Receivable		2,582,613.06
Delinquent Taxes		113,297.51
Revenue Accounts Receivable		296,741.29
Miscellaneous Revenue		77,634.87
Tax Overpayments		1,607.18
Prepaid Taxes		49,821.59
Due to Capital		300,675.00
State of New Jersey		
Senior Citizens and Veterans		16,250.00
Marriage Licenses		175.00
DCA Fees		606.00
Gravel Lease		63,249.96
		<u>3,502,671.46</u>
		5,341,190.27
Decreased by Disbursements:		
Current Year Appropriation		717,836.65
Prior Year Appropriations		37,698.74
County Taxes		635,121.90
Local District School Taxes		1,530,087.00
County Added Taxes		1,766.23
Due to Capital		87,138.74
Due to Federal and State Grant Fund		13,458.24
Due to State of New Jersey		
Marriage Licenses		175.00
DCA Fees		606.00
Due to Payroll		3,830.23
		<u>3,027,718.73</u>
Balance December 31, 2013	\$	<u><u>2,313,471.54</u></u>

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

Year	Balance Dec. 31, 2012	Current Year Levy	Added Taxes	2012	2013	Adjustments	Transferred To Tax Title Lien	Arrears	Balance Dec. 31, 2013
Arrears									
2010	0.36								0.36
2011	7,803.75				6,141.82				1,661.93
2012	110,559.02			107,155.69					3,403.33
	118,363.13				113,297.51				5,065.62
2013		2,698,809.87	6,813.82	37,721.72	2,582,613.06	6,465.87	4,586.23		74,236.81
\$	118,363.13	2,698,809.87	6,813.82	37,721.72	2,695,910.57	6,465.87	4,586.23		79,302.43

Cash Receipts
Senior Citizens and Veterans
Other

2,677,992.57
17,918.00
2,695,910.57

Analysis of Current Year Tax Levy

Tax Yield:

General Property Tax
Added Taxes (54:4-63.1 et. Seq.)

2,698,809.87
6,813.82

2,705,623.69

Tax Levy:

General County Taxes
County Library Taxes
County Open Space Taxes
County Health Taxes
County Added and Omitted Taxes
Municipal Open Space Tax
Total County Taxes

553,105.38
45,710.22
8,325.72
27,980.58
182.20
15,540.00

650,844.10

Local School District Tax

1,546,591.00

Local Tax for Municipal Purposes
Add: Additional Tax Levied

507,131.00
1,057.59

508,188.59

2,705,623.69

**CURRENT FUND
SCHEDULE OF TAX TITLE AND OTHER LIENS**

Balance December 31, 2012		\$	20,368.84
Increased by:			
Transfers from Taxes Receivable			4,586.23
Interest and Costs Accrued by Sale			
No sale in 2013			
			4,586.23
			24,955.07
Decreased by:			
Collections			
Other			
			-
Balance December 31, 2013		\$	24,955.07

**CURRENT FUND
SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE**

	Balance Dec. 31, 2012	Accrued in 2013	Collected by Treasurer	Balance Dec. 31, 2013
Interest on Taxes	-	18,561.30	18,561.30	-
Fines and Costs:				
Municipal Court	1,438.74	23,861.64	24,051.14	1,249.24
Energy Receipts Tax	-	176,307.00	176,307.00	-
Communication Tower Rental	-	66,516.39	66,516.39	-
Investment Interest	-	11,305.56	11,305.56	-
Miscellaneous Revenue Not Anticipated		77,634.77	77,634.77	-
	<u>1,438.74</u>	<u>374,186.66</u>	<u>374,376.16</u>	<u>1,249.24</u>

CURRENT FUND
SCHEDULE OF APPROPRIATION RESERVES - PRIOR YEAR

	Balance Dec. 31, 2012	Balance After Transfers	Paid or Charges	Balance Lapsed	Over- Expended
OPERATIONS WITHIN "CAPS"					
GENERAL GOVERNMENT:					
Municipal Clerk					
Other Expenses	\$ 4,243.05	4,243.05	3,473.34	769.71	-
Financial Administration					
Salaries and Wages	279.13	279.13	279.13	-	-
Other Expenses	2,073.00	2,073.00	799.00	1,274.00	-
Assessment of Taxes					
Other Expenses	983.18	983.18	154.44	828.74	-
Legal Services and Costs					
Other Expenses	5,326.70	5,326.70	2,083.07	3,243.63	-
Engineering Services and Costs					
Other Expenses	394.25	394.25	268.00	126.25	-
Municipal Court					
Other Expenses	5,228.71	5,228.71	242.00	4,986.71	-
INSURANCE					
Disability Insurance	215.13	215.13	3.24	211.89	-
PUBLIC SAFETY					
Police Department					
911 Service	2,000.00	2,000.00	2,000.00	-	-
PUBLIC WORKS					
Streets and Road Maintenance					
Salaries and Wages	6,677.00	2.00			
Other Expenses	9,055.75	7,825.75	2,157.93	5,667.82	-
Garbage and Trash Removal					
Salaries and Wages	-	644.00		644.00	
Other Expenses	10,302.00	16,623.00	16,623.00	-	-
Building and Grounds					
Other Expenses	884.86	1,769.86	1,769.86	-	-
HEALTH AND HUMAN SERVICES					
Animal Control Service (Dog Regulation)					
Other Expenses	734.00	789.00	734.00	55.00	-
Aid to Outreach	2,000.00	2,000.00	2,000.00	-	-
UTILITY EXPENSES AND BULK PURCHASES					
Electricity	841.23	841.23	565.83	275.40	-
Street Lighting	4,150.67	4,150.67	2,321.17	1,829.50	-
Telephone	1,781.68	1,781.68	1,166.59	615.09	-
Heating Oil	6,118.14	6,118.14	1,058.14	5,060.00	-
All Other Accounts - No Change	33,698.08	33,698.08		33,698.08	
	<u>\$ 96,986.56</u>	<u>96,986.56</u>	<u>37,698.74</u>	<u>59,285.82</u>	<u>-</u>

**CURRENT FUND
SCHEDULE OF LOCAL DISTRICT SCHOOL TAX**

Balance December 31, 2012			
School Tax Payable	\$	296,789.50	
School Tax Deferred		<u>460,000.00</u>	
			\$ 756,789.50
Increased by:			
Levy - School Year July 1, 2013 to June 30, 2014			<u>1,546,591.00</u>
			2,303,380.50
Decreased by:			
Payments			<u>1,530,087.00</u>
Balance December 31, 2013			
School Tax Payable		313,293.50	
School Tax Deferred		<u>460,000.00</u>	
			<u>773,293.50</u>
Current Year Liability for Local School District School Tax:			
Tax Paid			1,530,087.00
Tax Payable Ending			<u>313,293.50</u>
			1,843,380.50
Less: Tax Payable Beginning			<u>296,789.50</u>
Amount charged to Current Year Operations	\$		<u><u>1,546,591.00</u></u>

**CURRENT FUND
SCHEDULE OF FEDERAL AND STATE GRANTS RECEIVABLE**

<u>Purpose</u>	Balance Dec. 31, 2012	Transferred From 2013 Revenues	Received	Adjustments	Balance Dec. 31, 2013
FEDERAL GRANTS:					
Help America Vote Act	\$ 8,575.00				8,575.00
Total Federal	<u>8,575.00</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,575.00</u>
STATE GRANTS:					
New Jersey Transportation Grant					-
Church	88,383.50				88,383.50
Mill Road	7,088.11				7,088.11
Clean Communities Program		4,000.00	4,000.00		
Wetland Preservation Park	6,508.00				6,508.00
Dept. of Environmental Protection	1,705.00				1,705.00
Alcohol Education Rehabilitation					-
Recycling Tonnage Grant		1,002.72	1,002.72		
Community Development Block Grant		1,813.47	1,813.47		
Atlantic County Municipal Alliance	8,600.00				8,600.00
Atlantic County Open Spaces	9,265.33				9,265.33
Atlantic County Open Spaces - 6	61,804.00		7,346.80		61,804.00
Atlantic County Open Spaces - 8	2,983.50				2,983.50
Atlantic County Open Spaces - 8	147,545.00				147,545.00
Total State	<u>333,882.44</u>	<u>14,162.99</u>	<u>14,162.99</u>	<u>-</u>	<u>333,882.44</u>
Total	<u>\$ 342,457.44</u>	<u>14,162.99</u>	<u>14,162.99</u>	<u>-</u>	<u>342,457.44</u>

	Cash	14,162.99
Unappropriated Reserves		-
		<u>14,162.99</u>

**CURRENT FUND
SCHEDULE OF APPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS**

	Balance December 31, 2012		2013		Disbursed	Encumbrances	Canceled	Balance Dec. 31, 2013
	Appropriated	Reserve for Encumbrances	Appropriations	Appropriations				
FEDERAL GRANTS:								
Help America Vote Act	\$ 8,575.00							8,575.00
Housing and Urban Development Community Development Block Grant	7,075.00							7,075.00
Dept. of Environmental Protection Municipal Stormwater Regulation	4,444.31							4,444.31
Total Federal	20,094.31	-	-	-	-	-	-	20,094.31
STATE GRANTS:								
Recycling Tonnage	4,367.23		1,813.47					6,180.70
Clean Communities Grant	1,270.57		4,000.00		5,270.57			-
New Jersey Transportation Grant								43,510.24
Church Mill Road	44,305.25				795.01			7,088.11
Alcohol Education Rehabilitation	2,959.74		1,002.72					3,962.46
Atlantic County Drug Alliance - County	15,760.00		7,346.48		7,392.61			15,713.87
Atlantic County Drug Alliance - Local	11,440.00		2,460.00					13,900.00
Atlantic County Open Spaces - 4	30,992.41							30,992.41
Atlantic County Open Spaces - 9	139,625.00							139,625.00
Total State	257,808.31	-	16,622.67		13,458.19	-	-	260,972.79
	277,902.62	-	16,622.67		13,458.19	-	-	281,067.10

**CURRENT FUND
SCHEDULE OF FEDERAL AND STATE GRANTS - UNAPPROPRIATED RESERVES**

<u>Purpose</u>	<u>Balance Dec. 31, 2012</u>	<u>Transferred To 2013 Appropriations</u>	<u>Received</u>	<u>Adjustments</u>	<u>Balance Dec. 31, 2013</u>
FEDERAL GRANTS:					
NO ACTIVITY	\$ -	-	-	-	-
Total Federal	-	-	-	-	-
STATE GRANTS:					
Alcohol Education Rehabilitation	2,277.32				2,277.32
Recycling Tonnage Grant	1,547.50				1,547.50
Total State	<u>3,824.82</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,824.82</u>
	\$ <u>3,824.82</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,824.82</u>

TRUST FUND
SCHEDULE OF CASH - TREASURER

	<u>Dog Licenses</u>	<u>Other</u>
Balance December 31, 2012	\$ 2,352.69	88,051.39
Increased by Receipts:		
Dog License Fees 2013	483.55	
Due to State of New Jersey	176.40	
Prepaid Dog Licenses		
Payroll Deductions Payable		
Miscellaneous Trust Reserves		98,692.05
Due from Current		121.70
	<u>659.95</u>	<u>98,813.75</u>
	3,012.64	186,865.14
Decreased by Disbursements		
Statutory Expenditures	216.60	
Due to State of New Jersey	176.40	
Prepaid Dog Licenses		
Payroll Deductions Payable		
Miscellaneous Trust Reserves		26,045.17
Due to Current - Trust Assessment		
Due to Current Fund		-
	<u>393.00</u>	<u>26,045.17</u>
Balance December 31, 2013	\$ <u>2,619.64</u>	<u>160,819.97</u>

**TRUST FUND
SCHEDULE OF RESERVE FOR DOG FUND EXPENDITURES**

Balance December 31, 2012	\$	773.80
Increased by:		
Dog License Fees Collected	483.55	
Prepaid Licenses	-	
		483.55
		1,257.35
Decreased by:		
Statutory Excess	13.95	
Expenditures under N.J.S. 4:19-15:11	216.60	
		230.55
Balance December 31, 2013	\$	1,026.80

License Fees Collected:

Year	Amount
2012	\$ 584.80
2011	442.00
	\$ 1,026.80

TRUST FUND
SCHEDULE OF AMOUNT DUE TO CURRENT FUND - DOG LICENSE FUND

Balance December 31, 2012	\$	1,620.00
Increased by:		
Adjustment to Prepaid Statutory Excess		-
		<u>13.95</u>
		<u>13.95</u>
		1,633.95
Decreased by:		
Payment		-
Balance December 31, 2013	\$	<u><u>1,633.95</u></u>

TRUST FUND
SCHEDULE OF AMOUNT DUE TO(FROM) STATE OF NEW JERSEY - DEPARTMENT OF HEALTH

Balance December 31, 2012	\$	(41.40)
Increased by:		
Prepaid License Fees		
2013 State License Fees		-
		<u>176.40</u>
		<u>176.40</u>
		135.00
Decreased by:		
Disbursements to the State		-
		<u>176.40</u>
Balance December 31, 2013	\$	<u><u>(41.40)</u></u>

**TRUST - OTHER FUNDS
SCHEDULE OF DUE TO/(FROM) CURRENT FUND
FOR THE YEAR ENDED DECEMBER 31, 2013**

	Increased by		Decreased by			Balance Dec 31, 2013
	Balance Dec 31, 2012	Receipts	Payments made by Trust Assessment	Disbursements	2013 Budget Appropriation	
Reserve	\$ 23,073.95	121.70	-	-	-	7,655.65
Other Trust Funds	\$ 23,073.95	121.70	-	-	-	7,655.65

**TRUST - OTHER FUNDS
SCHEDULE OF MISCELLANEOUS RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2013**

Reserve	Increased by			Decreased by			Balance Dec 31, 2013
	Balance Dec 31, 2012	Receipts	Collections made by Current Fund	Receipts Held in Trust	Disbursements	Disbursements Held in Trust	
Unemployment Compensation	\$ 3,417.17			142.97		407.67	3,152.47
Escrow Deposits	2,579.00			10,417.75		12,950.85	45.90
Recycling Trust	2,717.97			13.55			2,731.52
Sanitary Landfill Closure	453.18					2.32	450.86
Celebration Trust	219.70			0.61		39.00	181.31
TTL Redemption	-			12,546.38		12,546.38	-
Open Space Trust	55,449.00		15,540.00	371.00			71,360.00
Recreation Trust	141.25			100.84			242.09
Gravel	-	98.95		75,000.00		98.95	75,000.00
	<u>\$ 64,977.27</u>	<u>98.95</u>	<u>15,540.00</u>	<u>98,593.10</u>	<u>98.95</u>	<u>25,946.22</u>	<u>153,164.15</u>

**GENERAL CAPITAL FUND
SCHEDULE OF CASH - TREASURER**

Balance December 31, 2012		\$	9,169.00
Increased by:			
Interest	2.34		
	<hr/>		<hr/>
			2.34
			<hr/>
			9,171.34
Decreased by:			
	<hr/>		<hr/>
			-
Balance December 31, 2013		\$	<u><u>9,171.34</u></u>

GENERAL CAPITAL FUND
ANALYSIS OF CASH

	Balance Dec. 31, 2012	Receipts		Debt issued	Disbursements		Transfers		Balance Dec. 31, 2013
		Miscellaneous			Improvement Authorizations	Miscellaneous	From	To	
Fund Balance	29,917.00								29,917.00
Capital Improvement Fund	9,487.00								4,362.00
Due from Current Fund	(912,638.00)	2.34			(87,136.90)			10,700.00	(1,136,873.76)
<u>Improvement Authorizations:</u>									
02-13 Construction of New City Hall					15,825.00				
03-11 Construction of New City Hall/Backhoe	872,630.00				71,311.90			316,500.00	300,675.00
01-02 Construction of Park and Landfill Closure	9,773.00								801,318.10
									9,773.00
	<u>9,169.00</u>	<u>2.34</u>		<u>-</u>	<u>-</u>			<u>327,200.00</u>	<u>9,171.34</u>

**GENERAL CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND**

Balance December 31, 2012		\$	9,487.00
Increased by:			
Budget Appropriation	10,700.00		
			10,700.00
			20,187.00
Decreased by:			
Down Payment on Bond Ordinance	15,825.00		
			15,825.00
Balance December 31, 2013		\$	4,362.00

**GENERAL CAPITAL FUND
SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - FUNDED**

Balance December 31, 2012	\$	-
Increased by:		
Capital Improvement Fund	15,825.00	
	15,825.00	15,825.00
Decreased by:		
Expenditures	15,825.00	
	15,825.00	15,825.00
Balance December 31, 2013	\$	-

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

Ord #	Improvement Description	Balance Dec. 31, 2012	2013 Authorizations	Raised in 2013 Budget	Debt Issued	Balance Dec. 31, 2013	Analysis of Balance		
							Bond Anticipation Notes	Expenditures	Unexpended Improvement Authorizations
2011-3	Construction of New City Hall/Backhoe	\$ 940,000.00	300,675.00	-	-	940,000.00	940,000.00	-	-
2013-2	Construction of New City Hall	-	300,675.00	-	-	300,675.00	300,675.00	-	-
		<u>\$ 940,000.00</u>	<u>300,675.00</u>	<u>-</u>	<u>-</u>	<u>1,240,675.00</u>	<u>1,240,675.00</u>	<u>-</u>	<u>-</u>
									1,101,993.10
									Less:
									Unexpended Proceeds of Bond
									Anticipation Notes Issued:
									Ord. Number
									3-2011
									2-2013
									801,318.10
									300,675.00
									<u>1,101,993.10</u>
									\$ -

**GENERAL CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS**

Ord #	Improvement Description	Ord. Date	Amount	Balance December 31, 2012		Authorizations		Paid or Charged	Balance December 31, 2013	
				Funded	Unfunded	Other Funding	Deferred Charges to Future Taxation		Funded	Unfunded
2013-2	Construction of New City Hall	4/9/2013	316,500			15,825.00	300,675.00	15,825.00	300,675.00	
2011-3	Construction of New City Hall/Backhoe	8/23/2011	1,000,000		872,630.00			71,311.90	801,318.10	
2002-1	Construction of Park and Landfill Closure	3/15/2003	14,000	9,773.00					9,773.00	
			\$	9,773.00	872,630.00	15,825.00	300,675.00	87,136.90	9,773.00	1,101,993.10

**GENERAL CAPITAL FUND
SCHEDULE OF GENERAL SERIAL BONDS**

Purpose	Date of Issue	Amount of Original Issue	Maturities of Bonds Outstanding		Interest Rate	Increased	Decreased	Balance Dec. 31, 2012	Balance Dec. 31, 2013
			Date	Amount					
No Current Year Activity									
								\$	
								\$	

**GENERAL CAPITAL FUND
SCHEDULE OF BOND ANTICIPATION NOTES**

Improvement Description	Ordinance Number	Date of Original Issue	Date of Issue	Date of Maturity	Interest Rate	Balance Dec. 31, 2012	Increased	Decreased	Balance Dec. 31, 2013
Construction of New City Hall/Backhoe	2011-3	9/28/2011	9/27/2013	9/26/2014	0.820% \$	940,000.00			940,000.00
Construction of New City Hall	2013-2	9/27/2013	9/27/2013	9/26/2014	0.820%		300,675.00		300,675.00
					\$	<u>940,000.00</u>	<u>300,675.00</u>	<u>-</u>	<u>1,240,675.00</u>

**GENERAL CAPITAL FUND
SCHEDULE OF BOND AND NOTES AUTHORIZED BUT NOT ISSUED**

Ordinance Number	Improvement Description	Balance Dec. 31, 2012	2013 Authorizations	Debt Issued	Other	Balance Dec. 31, 2013
2013-2	Construction of New City Hall	\$ -	300,675.00	300,675.00		-
		<u>\$ -</u>	<u>300,675.00</u>	<u>300,675.00</u>		<u>-</u>

{THIS PAGE IS INTENTIONALLY LEFT BLANK}

CITY OF PORT REPUBLIC

PART II

LETTER OF COMMENTS AND RECOMMENDATIONS

YEAR ENDED DECEMBER 31, 2013

{THIS PAGE IS INTENTIONALLY LEFT BLANK}

GENERAL COMMENTS

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

N.J.S. 40A:11-4 states, "Every contract or agreement for the performance of any work or the furnishing or hiring of any materials or supplies, the cost or contract price whereof is to be paid with or out of public funds not included within the terms of Section 3 of this act, shall be made or awarded only after public advertising for bids and bidding therefore, except as is provided otherwise in this act or specifically by any other law. No work, materials or supplies shall be undertaken, acquired or furnished for a sum exceeding the aggregate \$17,500."

The governing body of the City of Port Republic has the responsibility of determining whether the expenditures in any category will exceed \$17,500 within the fiscal year. Where question arises as to whether any contract or agreement might result in violation of the statute, the City's counsel's opinion should be sought before a commitment is made.

The minutes indicate that bids were requested by public advertising.

Construction of new City Hall
Mining gravel

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

Inasmuch as the system of records did not provide for an accumulation of payments for categories for the performance of any work or hiring of any materials or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear cut violations existed.

Our examination of expenditures did not reveal any payments in excess of \$17,500 "for the performance of any work or the furnishing or hiring of any materials or supplies" other than those where bids had been previously sought by public advertisement or where a resolution had been previously adopted under the provisions of N.J.S. 40A:11-6.

Collection of Interest on Delinquent Taxes and Assessments

The statute provides 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, 2013, adopted the following resolution authorizing interest to be charged on delinquent taxes:

"BE IT RESOLVED by the City Council of the City of Port Republic, in accordance with N.J.S.A. 54:4-67, which authorizes the Governing Body to fix the rate of interest to be charged, in the City of Port Republic, for the nonpayment of taxes and assessments, said rate of interest shall be and is hereby fixed at eight percent (8%) per annum on the first \$1,500 of taxes becoming delinquent after due date and eighteen percent (18%) per annum on any amount in excess of \$1,500 of the delinquent to be calculated from the date when the taxes and assessments become delinquent. There will be a ten (10) day grace period of quarterly tax payments made by cash, check or money order."

Our examination of interest collected on delinquent taxes did not reveal any charges that were not in agreement with the above resolution.

Delinquent Taxes and Tax Title Liens

No tax sale was necessary for 2013.

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>
2013	4
2012	4
2011	4

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

Verification of Delinquent Taxes and Other Charges

A test verification of delinquent charges and 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 2014 and 2013 Taxes	10
Delinquent Taxes	5
Municipal Court	5

As of the date of this audit report, all verifications have not been returned. However, no problems were noted with those that have been returned.

Comparison of Tax Levies and Collections Currently

A study of this tabulation could indicate a possible trend in future tax levies. A decrease in the percentage of current collection could be an indication of a probable increase in future tax levies.

<u>Year</u>	<u>Tax Levy</u>	<u>Cash Collections</u>	<u>Percentage of Collections</u>
2013	\$2,705,624	2,620,332	96.85%
2012	2,580,948	2,463,897	95.46%
2011	2,545,647	2,469,350	97.00%
2010	2,484,649	2,401,352	96.65%
2009	2,447,001	2,375,623	97.08%

Comparative Schedule of Tax Rate Information

	<u>2012</u>	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>
Tax Rate	3.480	3.269	3.188	3.157	3.122
Apportionment of Tax Rate:					
Municipal	0.653	0.656	0.574	0.620	0.631
Municipal Open Space	0.020	0.019	0.020	0.020	0.020
County	0.817	0.674	0.625	0.636	0.592
Local School	1.990	1.920	1.969	1.881	1.879
Assessed Valuation	77,703,164	77,796,121	77,705,854	77,267,839	75,557,356

Delinquent Taxes and Tax Title Liens

This tabulation includes a comparison, expressed in percentage, of the total delinquent taxes and tax title liens, in relation to the tax levies of the last five years.

<u>Year</u>	<u>Amount of Tax Title Liens</u>	<u>Amount of Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2013	\$ 24,995	79,302	104,297	3.85%
2012	20,369	118,363	138,732	5.58%
2011	15,378	71,354	86,732	3.49%
2010	10,435	73,223	83,658	3.42%
2009	0	70,771	70,771	2.97%

FINDINGS AND RECOMMENDATIONS

13-1. Criteria

Interfund balances should be eliminated prior to year end.

Condition

The various balance sheets of the City contain many interfund balances.

Cause

Interfunds were caused by payments of expenditures being made prior to receipt of all grant funds, therefore all disbursements must be made through the current fund.

Effect

The creation of interfunds has a negative effect on the fund balance and cash and reduces the effect of fund accounting whereby each fund must stand on its own.

Recommendation

That the City do all possible to eliminate interfunds prior to year end.

Management Response

The City will make every effort to interfunds prior to year end.

STATUS OF PRIOR RECOMMENDATIONS

1. That all interfunds be liquidated prior to the end of the year.

This recommendation was not cleared in 2013.

Management Response - The City will investigate the feasibility of opening individual bank accounts.

RECOMMENDATIONS

1. ** That all interfunds are liquidated.

** Recommendation made in prior year.

The problems and weaknesses noted in my review were not of such magnitude that they would affect my ability to express an opinion on the financial statements taken as a whole.

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

Very truly yours,

Ford, Scott & Associates, LLC

**FORD, SCOTT & ASSOCIATES, L.L.C.
CERTIFIED PUBLIC ACCOUNTANTS**

Kenneth W. Moore

**Kenneth W. Moore, CPA
Registered Municipal Accountant
No. 231**

February 24, 2014

