

**BOROUGH OF
RUNNEMEDE**

**COUNTY OF
CAMDEN**



**REPORT OF AUDIT
FOR THE YEAR ENDED
DECEMBER 31, 2017**

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BOROUGH OF RUNNEMEDE

PART I

REPORT OF AUDIT OF FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2017

INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and
Members of the Borough Council
Borough of Runnemede
Runnemede, New Jersey 08078

Report on the Financial Statements

We have audited the accompanying statements of assets, liabilities, reserves and fund balance - regulatory basis of the various funds of the Borough of Runnemede, in the County of Camden, State of New Jersey, as of December 31, 2017 and 2016, and the related statements of operations and changes in fund balance - regulatory basis for the years then ended, and the related statement of revenues - regulatory basis, statement of expenditures - regulatory basis, and statement of general fixed assets group of accounts - regulatory basis for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Borough's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Borough'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 Borough'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 Accounting Principles Generally Accepted in the United States of America

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

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

Adverse Opinion on Accounting Principles Generally Accepted in the United States of America

In our opinion, because of the significance of the matter discussed in the "*Basis for Adverse Opinion on Accounting Principles Generally Accepted in the United States of America*" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Borough of Runnemede, in the County of Camden, State of New Jersey, as of December 31, 2017 and 2016, or the results of its operations and changes in fund balance for the years then ended.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements referred to previously present fairly, in all material respects, the assets, liabilities, reserves and fund balance - regulatory basis of the various funds of the Borough of Runnemede, in the County of Camden, State of New Jersey, as of December 31, 2017 and 2016, and the results of its operations and changes in fund balance - regulatory basis of such funds for the years then ended, and the revenues - regulatory basis and expenditures - regulatory basis of the various funds, and general fixed assets group of accounts - regulatory basis, for the year ended December 31, 2017 in conformity with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, as described in note 1.

Other Matters

Other Information

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

The supplemental statements and schedules presented for the various funds are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the 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 statements and schedules described in the previous paragraph are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated June 27, 2018 on our consideration of the Borough of Runnemede's, in the County of Camden, State of New Jersey, 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 Borough of Runnemede's internal control over financial reporting and compliance.

Respectfully submitted,



BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants



Michael D. Cesaro
Certified Public Accountant
Registered Municipal Accountant

Voorhees, New Jersey
June 27, 2018

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

INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and
Members of the Borough Council
Borough of Runnemede
Runnemede, New Jersey 08078

We have audited, in accordance with the auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, the financial statements prepared on a regulatory basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, of the Borough of Runnemede, in the County of Camden, State of New Jersey, as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the Borough's basic financial statements, and have issued our report thereon dated June 27, 2018. That report indicated that the Borough of Runnemede's financial statements were not prepared in accordance with accounting principles generally accepted in the United States of America, but were prepared on a regulatory basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Borough of Runnemede's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Borough of Runnemede's internal control. Accordingly, we do not express an opinion on the effectiveness of the Borough of Runnemede'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 Borough of Runnemede's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*, and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

Purpose of this Report

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

Respectfully submitted,



BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants



Michael D. Cesaro
Certified Public Accountant
Registered Municipal Accountant

Voorhees, New Jersey
June 27, 2018

BOROUGH OF RUNNEMEDE**CURRENT FUND**

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

As of December 31, 2017 and 2016

<u>ASSETS</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Regular Fund:			
Cash	SA-1	\$ 2,194,372.62	\$ 1,903,770.99
Cash--Change Funds	SA-2	400.00	400.00
		<u>2,194,772.62</u>	<u>1,904,170.99</u>
Receivable with Full Reserves:			
Delinquent Property Taxes Receivable	SA-3	315,345.39	279,678.66
Tax Title Liens Receivable	SA-4	77,159.63	77,119.57
Property Acquired for Taxes--Assessed Valuation		23,817.50	23,817.50
Revenue Accounts Receivable	SA-5	7,719.40	8,729.95
Due from Municipal Court		247.35	247.35
Prepaid County Taxes	SA-12	0.11	0.11
Prepaid Local District School Tax	SA-15	1.99	1.99
Prepaid Regional High School Tax	SA-16	29.58	29.58
Due from Animal Control Fund	SB-3		504.49
Due from Trust Other Fund	SB-7	79,622.85	87,296.79
Accounts Receivable - Other		270.55	270.55
Due from Bank	SA-18	3,540.80	3,540.80
Due Camden County Utility Authority		1,736.09	1,736.09
Accounts Receivable - Transportation Trust Fund Aid		63,837.90	63,837.90
		<u>573,329.14</u>	<u>546,811.33</u>
Deferred Charges:			
Special Emergency Appropriation	SA-8		24,000.00
Emergency Appropriation	SA-9		185,000.00
		<u>-</u>	<u>209,000.00</u>
		<u>2,768,101.76</u>	<u>2,659,982.32</u>
Federal and State Grant Fund:			
Cash	SA-1	223,928.84	106,781.76
Federal and State Grant Receivable	SA-19	130,222.84	152,164.23
		<u>354,151.68</u>	<u>258,945.99</u>
		<u>\$ 3,122,253.44</u>	<u>\$ 2,918,928.31</u>

(Continued)

BOROUGH OF RUNNEMEDE**CURRENT FUND**

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

As of December 31, 2017 and 2016

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Regular Fund:			
Liabilities:			
Appropriation Reserves	A-3 & SA-6	\$ 219,888.66	\$ 43,787.34
Reserve for Encumbrances	SA-7	217,448.12	149,772.77
Unallocated Receipts		883.75	883.75
Due to State of New Jersey (Ch. 73, P.L. 1976)	SA-10	101,556.05	99,864.47
Prepaid Taxes	SA-11	195,961.20	130,734.20
Tax Overpayments	SA-13	10,145.56	
Accounts Payable	SA-17	17,922.68	61,846.52
Contracts Payable		24,279.08	24,279.08
Due County for Added and Omitted Taxes	SA-14	1,264.50	2,067.99
Reserve for Reassessment Program		11,805.86	11,805.86
Reserve for Codification of Ordinances		1,240.96	1,240.96
Reserve for Sale of Municipal Assets		7,535.50	7,535.50
Due General Capital Fund	SC-6	150,000.00	19,155.00
		<u>959,931.92</u>	<u>552,973.44</u>
Reserve for Receivables and Other Assets	A	573,329.14	546,811.33
Fund Balance	A-1	<u>1,234,840.70</u>	<u>1,560,197.55</u>
		<u>2,768,101.76</u>	<u>2,659,982.32</u>
Federal and State Grant Fund:			
Due to General Capital Fund	SC-7		110,199.96
Reserve for Encumbrances	SA-21	3,694.60	25,788.46
Federal and State Grants Unappropriated	SA-20	238,725.79	9,773.62
Federal and State Grants Appropriated	SA-21	<u>111,731.29</u>	<u>113,183.95</u>
		<u>354,151.68</u>	<u>258,945.99</u>
		<u>\$ 3,122,253.44</u>	<u>\$ 2,918,928.31</u>

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

BOROUGH OF RUNNEMEDE
CURRENT FUND

Statements of Operations and Changes in Fund Balance--Regulatory Basis
For the Years Ended December 31, 2017 and 2016

	<u>2017</u>	<u>2016</u>
<u>Revenue and Other Income Realized</u>		
Fund Balance Utilized	\$ 759,085.00	\$ 574,085.00
Miscellaneous Revenue Anticipated	2,078,122.42	2,111,467.73
Receipts from Delinquent Taxes	297,432.28	476,588.11
Receipts from Current Taxes	19,009,578.69	18,796,805.98
Non-Budget Revenue	177,684.49	241,015.43
Other Credits to Income:		
Unexpended Balance of Appropriation Reserves	26,940.23	85,889.12
Cancellation of Prior Year's Payables		1,460.55
Reserves Liquidated:		
Prepaid Local School Taxes		0.50
Due from Animal Control Fund	504.49	
Due from Trust Other Fund	7,673.94	2,490.00
Due from CDBG Trust Fund		80,290.34
	<u>22,357,021.54</u>	<u>22,370,092.76</u>
Total Income		
<u>Expenditures</u>		
Budget and Emergency Appropriations:		
Operations Within "CAPS"		
Salaries and Wages	2,707,050.00	2,623,364.47
Other Expenses	3,084,900.00	2,956,435.53
Deferred Charges and Statutory Expenditures--		
Municipal--Within "CAPS"	775,697.00	679,160.00
Operations--Excluded from "CAPS"		
Salaries and Wages	212,355.00	212,635.81
Other Expenses	190,953.95	269,644.36
Capital Improvements--Excluded from "CAPS"	25,000.00	25,000.00
Municipal Debt Service--Excluded from "CAPS"	646,648.37	1,004,081.91
Emergency Authorizations - Excluded from "CAPS"	149,000.00	24,000.00
County Taxes	4,243,024.17	4,217,634.58
Due County for Added and Omitted Taxes	1,264.50	2,067.99
Local District School Tax	7,106,167.00	6,966,831.00
Regional High School Tax	2,767,883.00	2,826,146.00
Senior Citizens' Deductions Disallowed by Collector - Prior Years	13,350.40	14,250.00
Refund of Prior Year Revenue		1,431.65
	<u>21,923,293.39</u>	<u>21,822,683.30</u>
Total Expenditures		
Excess in Revenue	433,728.15	547,409.46
Adjustment to income Before Fund Balance:		
Expenditures Included Above which are by Statute Deferred		
Charged to Budget of Succeeding Year	-	185,000.00
	<u>433,728.15</u>	<u>732,409.46</u>
<u>Fund Balance</u>		
Balance Jan. 1	<u>1,560,197.55</u>	<u>1,401,873.09</u>
	1,993,925.70	2,134,282.55
Decreased by:		
Utilized as Revenue	<u>759,085.00</u>	<u>574,085.00</u>
Balance Dec. 31	<u>\$ 1,234,840.70</u>	<u>\$ 1,560,197.55</u>

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

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Revenues--Regulatory Basis
For the Year Ended December 31, 2017

	<u>Anticipated</u>	Special		Excess or
	<u>Budget</u>	<u>N.J.S. 40A:4-87</u>	<u>Realized</u>	<u>Deficit</u>
Fund Balance Anticipated	\$ 759,085.00		\$ 759,085.00	
Miscellaneous Revenue:				
Licenses:				
Alcoholic Beverages	15,100.00		12,650.00	\$ (2,450.00)
Fees and Permits	100,000.00		126,840.71	26,840.71
Fines and Costs:				
Municipal Court	125,000.00		125,311.62	311.62
Interest and Costs on Taxes	105,018.89		95,573.45	(9,445.44)
Street Opening Fees	5,700.00		16,820.00	11,120.00
Consolidated Municipal Property Tax Relief Aid	31,681.00		31,681.00	
Energy Receipts Tax	855,498.00		855,498.00	
Interlocal Service Agreement - Triton High School	95,551.00		95,551.00	
Interlocal Service Agreement - NJ DMV - Police S/W	93,660.00		94,085.04	425.04
Safe and Secure Communities Program		\$ 23,144.00	23,144.00	
New Jersey Transportation Trust Fund:				
Sustainable Jersey Small Grant		2,000.00	2,000.00	
Body Armor Replacement Fund	1,466.12	1,705.18	3,171.30	
Recycling Tonnage Grant	8,307.50		8,307.50	
Cable TV Franchise Fee	39,000.00		39,263.01	263.01
NJ LEA Fees	48,000.00		57,658.17	9,658.17
EMS Billings	300,000.00		323,652.76	23,652.76
Hotel Tax	51,000.00		53,914.86	2,914.86
Payment in Lieu of Taxes	8,000.00		8,000.00	
Health Insurance Fund Dividend	80,000.00		80,000.00	
Rental Income - Contract	25,000.00		25,000.00	
	1,987,982.51	26,849.18	2,078,122.42	63,290.73
Receipts from Delinquent Taxes	275,000.00		297,432.28	22,432.28
Amount to be Raised by Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes including Reserve for Uncollected Taxes	5,049,457.34		5,197,719.00	148,261.66
Minimum Library Tax	168,475.15		168,475.15	
	5,217,932.49		5,366,194.15	148,261.66
Budget Totals	8,240,000.00	26,849.18	8,500,833.85	233,984.67
Non-Budget Revenues			177,684.49	177,684.49
	\$ 8,240,000.00	\$ 26,849.18	\$ 8,678,518.34	\$ 411,669.16

(Continued)

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Revenues--Regulatory Basis
For the Year Ended December 31, 2017

Analysis of Realized Revenues

Allocation of Current Tax Collections:

Revenue from Collections	\$ 19,009,578.69
Allocated to:	
School and County Taxes	<u>14,118,338.67</u>
Balance for Support of Municipal Budget Appropriations	4,891,240.02
Add: Appropriation "Reserve for Uncollected Taxes"	<u>474,954.13</u>
Amount for Support of Municipal Budget Appropriations	<u><u>\$ 5,366,194.15</u></u>

Receipts from Delinquent Taxes:

Delinquent Tax Collections	\$ 290,811.52
Tax Title Lien Collections	<u>6,620.76</u>
	<u><u>\$ 297,432.28</u></u>

Analysis of Non-Budget Revenues

Sale of Municipal Assets	\$ 632.50
Property Maintenance Fees	11,415.00
Certificate of Redemption Fees	5,400.00
Motor Vehicle Inspection Fees	600.00
Towing Application Fees	1,000.00
FEMA Reimbursements	38,209.09
Recycling Revenue	10,026.84
Insurance Dividends	93,453.01
Administrative Fee - Senior & Veteran Deductions	1,954.76
Miscellaneous	<u>14,993.29</u>
	<u>\$ 177,684.49</u>
	<u><u>\$ 177,684.49</u></u>

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

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Expenditures -- Regulatory Basis
For the Year Ended December 31, 2017

	Appropriations		Expended			Unexpended
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Encumbered</u>	<u>Reserved</u>	<u>Balance Cancelled</u>
<u>OPERATIONS - WITHIN "CAPS"</u>						
<u>General Government</u>						
General Administration						
Salaries and Wages	\$ 158,000.00	\$ 106,000.00	\$ 105,425.42		\$ 574.58	
Other Expenses	50,000.00	51,000.00	44,868.26	\$ 4,855.42	1,276.32	
Mayor and Council						
Salaries and Wages	46,000.00	42,000.00	41,599.80		400.20	
Other Expenses	12,000.00	12,700.00	12,194.85	325.00	180.15	
Municipal Clerk						
Salaries and Wages	67,500.00	67,000.00	66,984.41		15.59	
Other Expenses	15,000.00	17,500.00	17,174.69	95.00	230.31	
Financial Administration						
Salaries and Wages	75,000.00	74,300.00	74,293.20		6.80	
Other Expenses	50,000.00	50,000.00	48,089.21	1,740.62	170.17	
Audit Services	60,000.00	59,500.00	59,500.00			
Collection of Taxes						
Salaries and Wages	37,000.00	25,300.00	25,031.22		268.78	
Other Expenses	10,000.00	11,000.00	10,207.27		792.73	
Assessment of Taxes						
Salaries and Wages	12,500.00	11,250.00	11,217.00		33.00	
Other Expenses	3,700.00	3,700.00	2,589.27		1,110.73	
Legal Services and Costs						
Other Expenses	85,000.00	83,500.00	81,516.51	978.34	1,005.15	
Engineering Services						
Other Expenses	25,000.00	25,000.00	21,439.40	2,057.50	1,503.10	
Other Expenses - Redevelopment	25,000.00	25,000.00	24,190.00	310.00	500.00	
Municipal Court						
Salaries and Wages	95,500.00	95,700.00	95,650.18		49.82	
Other Expenses	13,000.00	7,500.00	6,935.00	565.00		
Public Defender						
Salaries and Wages	5,000.00					
<u>Land Use Administration</u>						
Planning Board						
Salaries and Wages	5,000.00	3,700.00	3,653.89		46.11	
Other Expenses	3,500.00	3,500.00	3,069.85		430.15	
Other Expenses - Master Plan Review	15,000.00	16,500.00	16,165.00	335.00		

(Continued)

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Expenditures -- Regulatory Basis
For the Year Ended December 31, 2017

	Appropriations		Expended			Unexpended Balance Cancelled
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Encumbered</u>	<u>Reserved</u>	
<u>OPERATIONS - WITHIN "CAPS" (Cont'd)</u>						
<u>Public Safety Functions</u>						
Emergency Medical Services						
Salaries and Wages	\$ 350,000.00	\$ 358,600.00	\$ 358,517.47		\$ 82.53	
Other Expenses	40,000.00	43,500.00	39,891.32	\$ 3,583.40	25.28	
Police						
Salaries and Wages	1,425,000.00	1,405,000.00	1,400,479.72		4,520.28	
Other Expenses	65,500.00	74,000.00	70,941.61	3,058.39		
Fire						
Aid to Volunteer Fire Company	43,700.00	43,700.00	43,700.00			
Salaries and Wages	46,000.00	46,000.00	46,000.00			
Fire Hydrant Service	78,000.00	80,500.00	66,748.00	10,000.00	3,752.00	
Miscellaneous Other Expenses	30,000.00	30,000.00	25,291.62	4,686.92	21.46	
Fire Prevention Inspection						
Salaries and Wages	45,000.00	51,500.00	51,250.39		249.61	
Municipal Prosecutor						
Other Expenses	13,000.00	13,000.00	12,980.00		20.00	
<u>Public Works Functions</u>						
Streets and Roads Maintenance						
Salaries and Wages	100,000.00	100,000.00	93,472.50		6,527.50	
Other Expenses	90,000.00	97,000.00	87,073.78	8,836.40	1,089.82	
Vehicle Maintenance						
Other Expenses	105,000.00	118,450.00	105,317.49	12,367.52	764.99	
Solid Waste Collection						
Salaries and Wages	260,000.00	260,000.00	259,129.82		870.18	
Other Expenses-Contractual	235,000.00	237,000.00	211,314.19	18,279.72	7,406.09	
Building and Grounds						
Other Expenses	75,000.00	81,500.00	64,645.31	15,670.69	1,184.00	
<u>Health and Human Services</u>						
Board of Health						
Salaries and Wages	4,000.00	4,000.00	3,958.74		41.26	
Other Expenses	1,000.00	1,000.00	990.86		9.14	

(Continued)

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Expenditures -- Regulatory Basis
For the Year Ended December 31, 2017

	Appropriations		Expended			Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	
OPERATIONS - WITHIN "CAPS" (Cont'd)						
<u>Park and Recreation Functions</u>						
Recreation						
Salaries and Wages	\$ 9,200.00	\$ 3,200.00	\$ 2,513.82		\$ 686.18	
Other Expenses	50,000.00	47,000.00	40,586.55	\$ 5,737.48	675.97	
<u>Code Enforcement</u>						
Code Enforcement						
Salaries and Wages	53,000.00	48,500.00	47,485.21		1,014.79	
Other Expenses	10,000.00	3,500.00	1,488.78	1,704.92	306.30	
<u>Insurance</u>						
General Liability	167,500.00	164,000.00	161,937.94		2,062.06	
Workers Compensation Insurance	159,000.00	159,000.00	158,774.43		225.57	
Employee Group Insurance	950,000.00	950,000.00	772,303.52	86,985.00	90,711.48	
Employee Group Health Waivers	7,000.00	8,500.00	8,248.86		251.14	
<u>Other Common Operating Functions</u>						
Reserve for Payment of Unused Accumulated Sick Pay	5,000.00	5,000.00	5,000.00			
Celebration of Public Events, Anniversary or Holiday						
Other Expenses	25,000.00	28,000.00	27,179.41	528.05	292.54	
Electricity	45,000.00	42,500.00	38,703.79	1,521.13	2,275.08	
Street Lighting	115,000.00	121,500.00	112,594.42	2,384.32	6,521.26	
Natural Gas	20,000.00	19,000.00	18,307.31		692.69	
Telephone	39,000.00	41,000.00	38,259.05	2,133.12	607.83	
Water	3,500.00	4,400.00	3,906.78	440.30	52.92	
Gasoline	65,000.00	57,000.00	50,884.50	5,625.94	489.56	
Sewer Treatment	2,000.00	1,000.00	706.51	148.00	145.49	
Landfill/Solid Waste Disposal Costs	231,000.00	252,450.00	195,547.48	20,322.75	36,579.77	
Total Operations within "CAPS"	5,831,100.00	5,791,950.00	5,397,925.61	215,275.93	178,748.46	-
Salaries and Wages	2,798,700.00	2,707,050.00	2,691,662.79		15,387.21	
Other Expenses (Including Contingent)	3,032,400.00	3,084,900.00	2,706,262.82	215,275.93	163,361.25	

(Continued)

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Expenditures -- Regulatory Basis
For the Year Ended December 31, 2017

	Appropriations		Expended			Unexpended
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Encumbered</u>	<u>Reserved</u>	<u>Balance Cancelled</u>
<u>Deferred Charges and Statutory Expenditures</u>						
<u>- Municipal Within "CAPS"</u>						
Deferred Charges:						
Emergency Authorizations	\$ 60,000.00	\$ 60,000.00	\$ 60,000.00			
Overexpenditure of Appropriation						
Overexpenditure of Appropriation Reserve						
Statutory Expenditures:						
Contribution to:						
Public Employees' Retirement System	150,127.00	150,777.00	150,759.07		\$ 17.93	
Social Security System	161,000.00	157,000.00	157,000.00			
Police and Firemen's Retirement System of N.J.	336,670.00	360,370.00	360,361.37		8.63	
Unemployment Comp. Insurance	20,000.00	40,000.00	20,000.00		20,000.00	
Defined Contribution Retirement Program	2,500.00	1,300.00	1,248.00		52.00	
Disability	6,250.00	6,250.00	6,250.00			
Total Deferred Charges and Statutory Expenditures - Municipal within "CAPS"	<u>736,547.00</u>	<u>775,697.00</u>	<u>755,618.44</u>	<u>-</u>	<u>20,078.56</u>	<u>-</u>
Total General Appropriations for Municipal Purposes within "CAPS"	<u>6,567,647.00</u>	<u>6,567,647.00</u>	<u>6,153,544.05</u>	<u>\$ 215,275.93</u>	<u>198,827.02</u>	<u>-</u>
<u>OPERATIONS - EXCLUDED FROM "CAPS"</u>						
Landfill Fees - Recycling Tax	9,000.00	9,000.00	7,975.89	594.84	429.27	
Maintenance of Free Public Library	168,475.15	168,475.15	146,265.45	1,577.33	20,632.37	
Total Other Operations - Excluded from "CAPS"	<u>177,475.15</u>	<u>177,475.15</u>	<u>154,241.34</u>	<u>2,172.17</u>	<u>21,061.64</u>	<u>-</u>

(Continued)

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Expenditures -- Regulatory Basis
For the Year Ended December 31, 2017

	Appropriations		Expended			Unexpended
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	Balance Cancelled
<u>OPERATIONS - EXCLUDED FROM "CAPS" (CONT'D)</u>						
Interlocal Municipal Service Agreements:						
Triton High School - Police S/W	\$ 95,551.00	\$ 95,551.00	\$ 95,551.00			
NJ DMV - Police S/W	93,660.00	93,660.00	93,660.00			
Total Interlocal Municipal Service Agreements	189,211.00	189,211.00	189,211.00	-	-	-
<u>Public and Private Programs Offset by Revenues</u>						
Safe and Secure Communities Program						
(NJS40A:4-87 +\$23,144.00)		23,144.00	23,144.00			
Body Armor Grant (NJS40A:4-87 +\$1,705.18)	1,466.12	3,171.30	3,171.30			
NJ Department of Transportation Trust Funds:						
Sustainable Jersey Small Grant (NJS40A:4-87 +\$2,000.00)		2,000.00	2,000.00			
Recycling Grant	8,307.50	8,307.50	8,307.50			
Total Public and Private Programs Offset by Revenues	9,773.62	36,622.80	36,622.80	-	-	-
Total Operations - Excluded from "CAPS"	376,459.77	403,308.95	380,075.14	\$ 2,172.17	\$ 21,061.64	-
Detail:						
Salaries and Wages	189,211.00	212,355.00	212,355.00			
Other Expenses	187,248.77	190,953.95	167,720.14	2,172.17	21,061.64	
<u>Capital Improvements - Excluded from "CAPS"</u>						
Capital Improvement Fund	25,000.00	25,000.00	25,000.00			
Total Capital Improvements Excluded from "CAPS"	25,000.00	25,000.00	25,000.00	-	-	-

(Continued)

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Expenditures -- Regulatory Basis
For the Year Ended December 31, 2017

	Appropriations		Expended			Unexpended Balance Cancelled
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Encumbered</u>	<u>Reserved</u>	
<u>Municipal Debt Service - Excluded from "CAPS"</u>						
Payment of Bond Principal	\$ 453,000.00	\$ 453,000.00	\$ 453,000.00			
Interest on Notes	14,200.00	14,200.00	13,909.27			\$ 290.73
Interest on Bonds	148,647.50	148,647.50	148,647.50			
Green Trust Loan Program:						
Loan Repayments for Principal and Interest	31,091.60	31,091.60	31,091.60			
Total Municipal Debt Service - Excluded from "CAPS"	646,939.10	646,939.10	646,648.37	-	-	290.73
<u>Deferred Charges - Municipal Excluded from "CAPS"</u>						
Emergency Authorizations	125,000.00	125,000.00	125,000.00			
Special Emergency Authorizations - 5 years (N.J.S.40A:4-55)	24,000.00	24,000.00	24,000.00			
Total Deferred Charges - Municipal Excluded from "CAPS"	149,000.00	149,000.00	149,000.00	-	-	-
Total General Appropriations for Municipal Purposes Excluded from "CAPS"	1,197,398.87	1,224,248.05	1,200,723.51	\$ 2,172.17	\$ 21,061.64	290.73
Subtotal General Appropriations	7,765,045.87	7,791,895.05	7,354,267.56	217,448.10	219,888.66	290.73
Reserve for Uncollected Taxes	474,954.13	474,954.13	474,954.13	-	-	-
Total General Appropriations	<u>\$ 8,240,000.00</u>	<u>\$ 8,266,849.18</u>	<u>\$ 7,829,221.69</u>	<u>\$ 217,448.10</u>	<u>\$ 219,888.66</u>	<u>\$ 290.73</u>
Original Budget		\$ 8,240,000.00				
Appropriation by 40A:4-87		26,849.18				
		<u>\$ 8,266,849.18</u>				
Reserve for Uncollected Taxes			\$ 474,954.13			
Reserve for Federal and State Grants -- Appropriated			36,622.80			
Disbursements			7,105,581.38			
Special Emergency Appropriation			24,000.00			
Emergency Appropriation			185,000.00			
Due Trust Fund			3,063.38			
			<u>\$ 7,829,221.69</u>			

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

BOROUGH OF RUNNEMEDE
TRUST FUND
 Statements of Assets, Liabilities and Reserves--Regulatory Basis
 As of December 31, 2017 and 2016

	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
<u>ASSETS</u>			
Animal Control Fund:			
Cash	SB-1	<u>\$ 22,647.37</u>	<u>\$ 26,861.40</u>
Other Funds:			
Cash	SB-1	1,299,333.99	1,190,526.31
Due from Sewer Utility Operating Fund		<u>8,068.92</u>	<u>8,068.92</u>
		<u>1,307,402.91</u>	<u>1,198,595.23</u>
Community Development Block Grant Fund:			
Cash	SB-1	29,248.20	29,248.20
Community Development Block Grant Receivable	SB-5	<u>217,000.00</u>	<u>33,500.00</u>
		<u>246,248.20</u>	<u>62,748.20</u>
		<u>\$ 1,576,298.48</u>	<u>\$ 1,288,204.83</u>

(Continued)

BOROUGH OF RUNNEMEDE
TRUST FUND
 Statements of Assets, Liabilities and Reserves--Regulatory Basis
 As of December 31, 2017 and 2016

	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
<u>LIABILITIES</u> <u>AND RESERVES</u>			
Animal Control Fund:			
Due to Current Fund	SB-3		\$ 504.49
Reserve for Animal Control Expenditures	SB-2	\$ 22,647.37	26,356.91
		<u>22,647.37</u>	<u>26,861.40</u>
Other Funds:			
Due State of NJ - Marriage License Fees	SB-8	400.00	400.00
Street Opening Deposits	SB-8	21,187.32	21,187.32
Due Runnemede Sewerage Authority	SB-8	8,192.76	8,192.76
Deposits - Due to Contractor	SB-8	2,200.00	2,200.00
Miscellaneous Trust Liabilities and Reserves:			
Uniform Construction Code	SB-8	90,162.93	52,847.29
New Jersey Unemployment Compensation	SB-8	10,199.00	2,668.83
Planning Board Escrow	SB-8	149,270.86	155,109.73
Tax Title Lien Redemption	SB-8	818,427.50	725,460.11
Parking Offenses Adjudication Act - POAA	SB-8	1,161.00	1,047.00
Special Law Enforcement Fund	SB-8	3,548.96	2,686.76
Funds Held in Escrow	SB-8	35,609.26	30,427.10
Recreation Facility Escrow	SB-8	900.00	900.00
Forfeited Property	SB-8	3,547.40	3,547.40
Public Defender Fees	SB-8	6,373.57	10,107.57
Payroll Deductions Payable	SB-8	38,511.68	48,779.55
Storm Recovery	SB-8	20,000.00	20,000.00
Uniform Fire Safety	SB-8		697.18
Municipal Alliance Contributions	SB-8	3,352.07	3,352.07
Outside Employment of Municipal Police	SB-8	14,735.75	20,218.83
Public Events	SB-8		1,468.94
Due Current Fund	SB-7	79,622.85	87,296.79
		<u>1,307,402.91</u>	<u>1,198,595.23</u>
Community Development Block Grant Fund:			
Reserve for Community Development Block Grant	SB-6	23,285.66	62,748.20
Due General Capital Fund	SC-9	222,962.54	
		<u>246,248.20</u>	<u>62,748.20</u>
		<u>\$ 1,576,298.48</u>	<u>\$ 1,288,204.83</u>

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

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
 Statements of Assets, Liabilities, Reserves and Fund Balance--Regulatory Basis
 As of December 31, 2017 and 2016

<u>ASSETS</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Cash	SC-1	\$ 566,512.17	\$ 641,687.75
Deferred Charges to Future Taxation:			
Funded	SC-3	5,233,122.08	5,708,179.82
Unfunded	SC-4	2,195,250.00	1,321,250.00
State Aid Receivable -- New Jersey			
Transportation Trust Fund Authority Act	SC-5	235,065.50	185,065.50
Note Receivable -- Runsen House		300,000.00	300,000.00
Due from CDBG Trust Fund	SC-9	222,962.54	
Due from Current Fund	SC-6	150,000.00	19,155.00
Due from Federal and State Grant Fund	SC-7		110,199.96
Due from CDBG	SC-10	217,000.00	
Due from Sewer Utility Capital Fund	SD-15		74,420.20
		<u>\$ 9,119,912.29</u>	<u>\$ 8,359,958.23</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
General Serial Bonds	SC-13	\$ 4,798,000.00	\$ 5,251,000.00
Bond Anticipation Notes	SC-12	2,194,500.00	1,320,500.00
Green Acres Loan Payable	SC-11	435,122.08	457,179.82
Improvement Authorizations:			
Funded	SC-10	34,518.17	60,263.46
Unfunded	SC-10	211,550.75	469,086.93
Contracts Payable	SC-10	191,983.65	
Reserves for Encumbrances	SC-10	838,847.51	334,395.54
Due to Sewer Utility Operating Fund			46,527.00
Capital Improvement Fund	SC-8	200.00	21,200.00
Reserve for State Aid Receivable -- New Jersey			
Transportation Trust Fund Authority Act - Ord. #95-3;96-13	SC-5	99,785.50	99,785.50
Reserve for Note Receivable -- Runsen House		300,000.00	300,000.00
Fund Balance	C-1	<u>15,404.63</u>	<u>19.98</u>
		<u>\$ 9,119,912.29</u>	<u>\$ 8,359,958.23</u>

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

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
Statement of General Capital Fund Balance - Regulatory Basis
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	\$ 19.98
Increased by:	
Premium on Bond Anticipation Notes	<u>15,384.65</u>
Balance Dec. 31, 2017	<u><u>\$ 15,404.63</u></u>

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

BOROUGH OF RUNNEMEDE
SEWER UTILITY FUND

Statements of Assets, Liabilities, Reserves and Fund Balance -- Regulatory Basis
As of December 31, 2017 and 2016

	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
ASSETS:			
Operating Fund:			
Cash	SD-1	\$ 234,335.14	\$ 246,778.64
Due General Capital Fund	SD-13		46,527.00
Due Sewer Utility Capital Fund	SD-11	4,391.66	
Receivables with Full Reserves:			
Due from Bank		165.73	165.73
Sewer Rents Receivable	SD-3	<u>55,070.88</u>	<u>53,701.33</u>
		<u>293,963.41</u>	<u>347,172.70</u>
Capital Fund:			
Cash	SD-1	152,328.12	1,093,393.54
Fixed Capital	SD-5	3,730,058.49	3,730,058.49
Fixed Capital Authorized and Uncompleted	SD-16	3,825,000.00	3,825,000.00
NJEIT Loan Receivable	SD-14	<u>234,328.00</u>	<u>234,328.00</u>
		<u>7,941,714.61</u>	<u>8,882,780.03</u>
		<u>\$ 8,235,678.02</u>	<u>\$ 9,229,952.73</u>

(Continued)

BOROUGH OF RUNNEMEDE
SEWER UTILITY FUND

Statements of Assets, Liabilities, Reserves and Fund Balance -- Regulatory Basis
As of December 31, 2017 and 2016

	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
LIABILITIES, RESERVES AND FUND BALANCE:			
Operating Fund:			
Liabilities:			
Reserves for Encumbrances	D-4, SD-4	\$ 12,148.40	\$ 13,625.43
Appropriation Reserves	D-4, SD-4	3,055.62	5,575.25
Accounts Payable	SD-12	14,110.94	9,878.94
Accrued Interest on Bonds and Notes	SD-6	25,044.25	22,690.17
Due Trust Other Fund		8,068.92	8,068.92
Escrow Deposits		2,661.20	2,661.20
		<u>65,089.33</u>	<u>62,499.91</u>
Reserve for Receivables		55,236.61	53,867.06
Fund Balance	D-1	<u>173,637.47</u>	<u>230,805.73</u>
		<u>293,963.41</u>	<u>347,172.70</u>
Capital Fund:			
Improvement Authorizations:			
Funded	SD-10	264,675.19	264,675.19
Unfunded	SD-10	398,917.99	1,161,130.79
Due Sewer Utility Operating Fund	SD-11	4,391.66	
Due General Capital Fund	SD-15		74,420.20
Bond Anticipation Notes	SD-17	1,550,000.00	1,550,000.00
Loans Payable	SD-8	1,404,467.71	1,588,673.66
Serial Bonds	SD-9	57,000.00	84,000.00
Capital Improvement Fund		5,000.00	5,000.00
Contracts Payable	SD-10	85,432.93	
Reserves for Encumbrances	SD-10	1,700.00	206,823.36
Reserve for Amortization	SD-7	4,159,262.78	3,948,056.83
Fund Balance	D-2	<u>10,866.35</u>	
		<u>7,941,714.61</u>	<u>8,882,780.03</u>
		<u>\$ 8,235,678.02</u>	<u>\$ 9,229,952.73</u>

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

BOROUGH OF RUNNEMEDE
SEWER UTILITY OPERATING FUND
 Statements of Operations and Changes in Fund Balance -- Regulatory Basis
 For the Years Ended December 31, 2017 and 2016

	<u>2017</u>	<u>2016</u>
REVENUE AND OTHER INCOME REALIZED:		
Fund Balance Anticipated	\$ 98,000.00	\$ 98,000.00
Sewer Rents	777,751.99	782,830.32
Miscellaneous	21,919.10	20,866.24
Other Credits to Income:		
Unexpended Balance to Appropriation Reserves	<u>3,864.73</u>	<u>81,787.62</u>
Total Income	<u>901,535.82</u>	<u>983,484.18</u>
EXPENDITURES:		
Operating	555,489.05	563,841.38
Debt Service	279,715.03	271,597.29
Deferred Charges and Statutory Expenditures	<u>25,500.00</u>	<u>25,268.00</u>
Total Expenditures	<u>860,704.08</u>	<u>860,706.67</u>
Excess in Revenues	40,831.74	122,777.51
Balance January 1	<u>230,805.73</u>	<u>206,028.22</u>
	271,637.47	328,805.73
Decreased by:		
Utilized as Revenue	<u>98,000.00</u>	<u>98,000.00</u>
Balance December 31	<u><u>\$ 173,637.47</u></u>	<u><u>\$ 230,805.73</u></u>

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

BOROUGH OF RUNNEMEDE
SEWER UTILITY CAPITAL FUND
Statement of Fund Balance - Regulatory Basis
For the Year Ended December 31, 2017

Increased by:

Premium on Bond Anticipation Notes

\$ 10,866.35

Balance Dec. 31, 2017

\$ 10,866.35

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

BOROUGH OF RUNNEMEDE
SEWER UTILITY OPERATING FUND
Statement of Revenues -- Regulatory Basis
For the Year Ended December 31, 2017

	Anticipated <u>Budget</u>	<u>Realized</u>	Excess/ <u>(Deficit)</u>
Surplus Anticipated	\$ 98,000.00	\$ 98,000.00	
Sewer Rents	750,000.00	777,751.99	\$ 27,751.99
Miscellaneous	<u>15,000.00</u>	<u>21,919.10</u>	<u>6,919.10</u>
	<u><u>\$ 863,000.00</u></u>	<u><u>\$ 897,671.09</u></u>	<u><u>\$ 34,671.09</u></u>

Analysis of Realized Revenues

Miscellaneous:

Receipts:

Interest and Costs on Delinquent Rents	\$ 20,866.05
Interest on Deposits	803.06
Miscellaneous	<u>249.99</u>
	<u><u>\$ 21,919.10</u></u>

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

BOROUGH OF RUNNEMEDE
SEWER UTILITY OPERATING FUND
Statement of Expenditures -- Regulatory Basis
For the Year Ended December 31, 2017

	<u>Appropriations</u>		<u>Expended</u>			<u>Unexpended Balance Canceled</u>
	<u>Original Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Encumbrances</u>	<u>Reserved</u>	
Operating:						
Salaries and Wages	\$ 351,000.00	\$ 351,000.00	\$ 350,159.88		\$ 840.12	
Other Expenses	204,489.05	204,489.05	191,613.21	\$ 12,148.40	727.44	
Total Operating	<u>555,489.05</u>	<u>555,489.05</u>	<u>541,773.09</u>	<u>12,148.40</u>	<u>1,567.56</u>	
Debt Service:						
Payment of Bond and Loan Principal	211,205.95	211,205.95	211,205.95			
Interest on Bonds and Loans	54,220.00	54,220.00	51,924.08			\$ 2,295.92
Interest on Notes	16,585.00	16,585.00	16,585.00			
Total Debt Service	<u>282,010.95</u>	<u>282,010.95</u>	<u>279,715.03</u>			<u>2,295.92</u>
Deferred Charges and Statutory Expenditures:						
Statutory Expenditures:						
Disability	2,000.00	2,000.00	1,110.71		889.29	
Unemployment Compensation Insurance (N.J.S.A. 43:21-3 et. Seq.)	2,000.00	2,000.00	1,401.23		598.77	
Contributions to Social Security System (O.A.S.I.)	21,500.00	21,500.00	21,500.00			
Total Deferred Charges and Statutory Expenditures	<u>25,500.00</u>	<u>25,500.00</u>	<u>24,011.94</u>		<u>1,488.06</u>	
	<u>\$ 863,000.00</u>	<u>\$ 863,000.00</u>	<u>\$ 845,500.06</u>	<u>\$ 12,148.40</u>	<u>\$ 3,055.62</u>	<u>\$ 2,295.92</u>
Accrued Interest on Bonds			\$ 68,509.08			
Disbursed			786,849.71			
Refund of Appropriations			(9,858.73)			
			<u>\$ 845,500.06</u>			

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

BOROUGH OF RUNNEMEDE
GENERAL FIXED ASSETS ACCOUNT GROUP
Statement of General Fixed Asset Group of Accounts - Regulatory Basis
For the Year Ended December 31, 2017

	Balance <u>Dec. 31, 2016</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>Dec. 31, 2017</u>
General Fixed Assets:				
Land	\$ 4,077,938.05			\$ 4,077,938.05
Building and Building Improvements	3,921,710.02			3,921,710.02
Vehicles	3,150,438.50	\$ 320,047.55	\$ 500.00	3,469,986.05
Equipment	<u>1,685,625.86</u>	<u>108,431.49</u>		<u>1,794,057.35</u>
Total General Fixed Assets	<u>\$ 12,835,712.43</u>	<u>\$ 428,479.04</u>	<u>\$ 500.00</u>	<u>\$ 13,263,691.47</u>
Total Investments in General Fixed Assets	<u>\$ 12,835,712.43</u>	<u>\$ 428,479.04</u>	<u>\$ 500.00</u>	<u>\$ 13,263,691.47</u>

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

BOROUGH OF RUNNEMEDE
Notes to Financial Statements
For the Year Ended December 31, 2017

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Description of Financial Reporting Entity - The Borough of Runnemede is a New Jersey Municipal Corporation located in the County of Camden, approximately fifteen miles southeast of the City of Philadelphia. The population according to the 2010 census is 8,468.

The Borough has a Mayor-Council form of government where the Mayor is separately elected to a four-year term. The Council consists of six members elected to three-year terms. However, executive and administrative responsibility rests with the Mayor, who is assisted by the Borough Clerk.

Component Units - The financial statements of the component units of the Borough are not presented in accordance with Governmental Accounting Standards Board (GASB) Statements No. 14, *The Financial Reporting Entity*, as amended by GASB Statement No. 39, *Determining Whether Certain Organizations are Component Units*, GASB Statement No. 61, *The Financial Reporting Entity: Omnibus - an amendment of GASB Statements No. 14 and No. 34*, and GASB Statement No. 80, *Blending Requirements for Certain Component Units - an amendment of GASB Statement No. 14*. If the provisions of the aforementioned GASB Statements had been complied with, the financial statements of the following component units would have been either blended or discretely presented with the financial statements of the Borough, the primary government:

Runnemede Free Public Library
Broadway and Elm Avenue
Runnemede, New Jersey 08078

Annual financial reports may be inspected directly at the office of this component unit during regular business hours.

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

In accordance with the *Requirements*, the Borough accounts for its financial transactions through the use of separate funds and an account group which are described as follows:

Current Fund - The current fund accounts for resources and expenditures for governmental operations of a general nature, including federal and state grant funds.

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

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

Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONT'D)**Measurement Focus, Basis of Accounting and Financial Statement Presentation (Cont'd)**

Sewer Utility Operating and Capital Funds - The sewer utility operating and capital funds account for the operations and acquisition of capital facilities of the municipally owned sewer operations.

General Fixed Asset Group of Accounts - The general fixed asset group of accounts is utilized to account for property, land, buildings, and equipment that have been acquired by other governmental funds.

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

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

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

Cash, Cash Equivalents and Investments - Cash and cash equivalents include petty cash, change funds and cash on deposit with public depositories. All certificates of deposit are recorded as cash regardless of the date of maturity. Investments are stated at cost; therefore, unrealized gains or losses on investments have not been recorded.

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

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

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

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

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

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

General Fixed Assets - Accounting for governmental fixed assets, as required by N.J.A.C. 5:30-5.6, differs in certain respects from accounting principles generally accepted in the United States of America. In accordance with the regulations, all local units, including municipalities, must maintain a general fixed assets reporting system that establishes and maintains a physical inventory of nonexpendable, tangible property as defined and limited by the U.S. Office of Management and *Budget's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Part 200, §200.12), except that the useful life of such property is at least five years. The Borough has adopted a capitalization threshold of \$5,000.00, the maximum amount allowed by the Circular. Generally, assets are valued at historical cost; however, assets acquired prior to December 31, 1985 are valued at actual historical cost or estimated historical cost. No depreciation of general fixed assets is recorded. Donated general fixed assets are recorded at acquisition value as of the date of the transaction. Interest costs relative to the acquisition of general fixed assets are recorded as expenditures when paid. Public domain ("infrastructure") general fixed assets consisting of certain improvements such as roads, bridges, curbs and gutters, streets and sidewalks and drainage systems are not capitalized. Expenditures for construction in progress are recorded in the capital funds until such time as the construction is completed and put into operation. The Borough is required to maintain a subsidiary ledger detailing fixed assets records to control additions, retirements, and transfers of fixed assets. In addition, a statement of general fixed asset group of accounts, reflecting the activity for the year, must be included in the Borough's basic financial statements.

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

Utility Fixed Assets - Property and equipment purchased by a utility fund are recorded in the utility capital account at cost and are adjusted for disposition and abandonment. The amounts shown do not represent replacement cost or current value. The reserve for amortization and deferred reserve for amortization accounts in the utility capital fund represent charges to operations for the cost of acquisition of property and equipment and improvements and contributed capital.

Foreclosed Property - Foreclosed property is recorded in the current fund at the assessed valuation when such property was acquired and is fully reserved. Ordinarily it is the intention of the municipality to resell foreclosed property in order to recover all or a portion of the delinquent taxes or assessments and to return the property to a taxpaying basis. For this reason the value of foreclosed property has not been included in the general fixed asset group of accounts. If such property is converted to a municipal use, it will be recorded in the general fixed asset group of accounts.

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

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

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

Fund Balance - Fund balances included in the current fund and sewer utility operating fund represent amounts available for anticipation as revenue in future years' budgets, with certain restrictions.

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

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

School Taxes - The municipality is responsible for levying, collecting and remitting school taxes for the Borough of Runnemede School District and the Black Horse Pike Regional High School District. Operations is charged for the full amount required to be raised from taxation to operate the local and regional high school districts for the period from January 1 to December 31.

Library Taxes - The municipality is responsible for levying, collecting and remitting library taxes for the Runnemede Free Public Library. Effective 2011, the amount of library tax is a separate local levy tax and is remitted to the Library through the municipal budget.

County Taxes - The municipality is responsible for levying, collecting, and remitting county taxes for the County of Camden. County taxes are determined on a calendar year by the County Board of Taxation based upon the ratables required to be certified to them on January 10 of each year. Operations is charged for the amount due to the County for the year, based upon the ratables required to be certified to the County Board of Taxation by January 10 of the current year. In addition, operations is charged for the County share of added and omitted taxes certified to the County Board of Taxation by October 10 of the current year, and due to be paid to the County by February 15 of the following year.

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

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

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

Expenditures (Cont'd) - Appropriations for principal payments on outstanding general capital and utility bonds and notes are provided on the cash basis; interest on general capital indebtedness is on the cash basis; whereas interest on utility indebtedness is on the accrual basis.

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

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

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

Pensions - For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Police and Firemen's Retirement System (PFRS) and the Public Employees' Retirement System (PERS), and additions to/deductions from PFRS' and PERS' fiduciary net position have been determined on the same basis as they are reported by the plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Note 2: CASH AND CASH EQUIVALENTS

Custodial Credit Risk Related to Deposits - Custodial credit risk is the risk that, in the event of a bank failure, the Borough's deposits might not be recovered. Although the Borough does not have a formal policy regarding custodial credit risk, N.J.S.A. 17:9-41 et seq. requires that governmental units shall deposit public funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act (GUDPA). Under the Act, the first \$250,000.00 of governmental deposits in each insured depository is protected by the Federal Deposit Insurance Corporation (FDIC). Public funds owned by the municipality in excess of FDIC insured amounts are protected by GUDPA. However, GUDPA does not protect intermingled agency funds such as salary withholdings, bail funds, or funds that may pass to the municipality relative to the happening of a future condition. Such funds are classified as uninsured and uncollateralized.

As of December 31, 2017, the Borough's bank balances of \$4,762,988.02 were exposed to custodial credit risk as follows:

Insured by FDIC and GUDPA	\$ 3,943,982.87
Uninsured and Uncollateralized	<u>819,005.15</u>
Total	<u><u>\$ 4,762,988.02</u></u>

Note 3: PROPERTY TAXES

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

Comparative Schedule of Tax Rates

	<u>Year Ended</u>				
	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Tax Rate	<u>\$ 3.836</u>	<u>\$ 3.788</u>	<u>\$ 3.799</u>	<u>\$ 3.750</u>	<u>\$ 3.650</u>
Apportionment of Tax Rate:					
Municipal	\$ 1.034	\$ 1.012	\$ 1.012	\$ 1.019	\$.998
County	.843	.837	.846	.841	.802
Local School	1.410	1.380	1.353	1.322	1.294
Regional School	.549	.559	.588	.568	.556

Assessed Valuation

<u>Year</u>	<u>Amount</u>
2017	\$ 504,103,965.00
2016	504,921,584.00
2015	505,129,225.00
2014	506,582,363.00
2013	507,612,827.00

Comparison of Tax Levies and Collections

<u>Year</u>	<u>Tax Levy</u>	<u>Collections</u>	<u>Percentage of Collections</u>
2017	\$ 19,343,182.10	\$ 19,009,578.69	98.28%
2016	19,135,785.31	18,796,805.98	98.23%
2015	19,194,180.96	18,770,189.29	97.79%
2014	19,047,586.20	18,482,129.17	97.03%
2013	18,612,565.91	18,158,420.67	97.56%

Note 3: PROPERTY TAXES (CONT'D)**Delinquent Taxes and Tax Title Liens**

<u>Year</u>	<u>Tax Title Liens</u>	<u>Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2017	\$ 77,159.63	\$ 315,345.39	\$ 392,505.02	2.03%
2016	77,119.57	279,678.66	356,798.23	1.86%
2015	157,597.11	374,218.93	531,816.04	2.77%
2014	63,563.06	559,063.39	622,626.45	3.27%
2013	56,288.92	424,369.84	480,658.76	2.58%

The following comparison is made of the number of tax title liens receivable on December 31 for the current and previous four calendar years:

<u>Year</u>	<u>Number</u>
2017	10
2016	13
2015	12
2014	9
2013	7

Note 4: PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION

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

<u>Year</u>	<u>Amount</u>
2017	\$ 23,817.50
2016	23,817.50
2015	23,817.50
2014	23,817.50
2013	23,817.50

Note 5: SEWER UTILITY SERVICE CHARGES

The following is a five-year comparison of sewer utility service charges (rents) for the current and previous four years:

<u>Year</u>	<u>Beginning Receivable Balance</u>	<u>Levy</u>	<u>Total</u>	<u>Cash Collections</u>
2017	\$ 53,701.33	\$ 779,121.54	\$ 832,822.87	\$ 777,751.99
2016	62,114.93	774,416.72	836,531.65	782,830.32
2015	47,814.40	787,931.07	835,745.47	773,630.54
2014	73,117.94	779,893.26	853,011.20	805,196.80
2013	74,073.64	782,391.19	856,464.83	783,346.89

Note 6: FUND BALANCES APPROPRIATED

The following schedules detail the amount of fund balances available at the end of the current year and four previous years and the amounts utilized in the subsequent year's budgets:

Current Fund

<u>Year</u>	<u>Balance December 31,</u>	<u>Utilized in Budget of Succeeding Year</u>	<u>Percentage of Fund Balance Used</u>
2017	\$ 1,234,840.70	\$ 742,750.00	60.15%
2016	1,560,197.55	759,085.00	48.65%
2015	1,401,873.09	574,085.00	40.95%
2014	1,077,643.21	473,244.91	43.91%
2013	610,557.88	315,000.00	51.59%

Sewer Utility Fund

<u>Year</u>	<u>Balance December 31,</u>	<u>Utilized in Budget of Succeeding Year</u>	<u>Percentage of Fund Balance Used</u>
2017	\$ 173,637.47	\$ 20,000.00	11.52%
2016	230,805.73	98,000.00	42.46%
2015	206,028.22	98,000.00	47.57%
2014	376,272.29	237,883.25	63.22%
2013	386,811.55	150,000.00	38.78%

Note 7: INTERFUND RECEIVABLES AND PAYABLES

The following interfund balances were recorded on the various statements of assets, liabilities, reserves and fund balance as of December 31, 2017:

<u>Fund</u>	<u>Interfunds Receivable</u>	<u>Interfunds Payable</u>
Current	\$ 79,622.85	\$ 150,000.00
Trust - Community Development		222,962.54
Trust - Other	8,068.92	79,622.85
General Capital	372,962.54	
Sewer Utility - Operating	4,391.66	8,068.92
Sewer Utility - Capital		4,391.66
	<u>\$ 465,045.97</u>	<u>\$ 465,045.97</u>

The interfund receivables and payables above predominately resulted from collections and payments made by certain funds on behalf of other funds. During the year 2018, the Borough expects to liquidate such interfunds, depending upon the availability of cash flow.

Note 8: PENSION PLANS

A substantial number of the Borough's employees participate in one of the following defined benefit pension plans: the Public Employees' Retirement System ("PERS") and the Police and Firemen's Retirement System ("PFRS"), which are administered by the New Jersey Division of Pensions and Benefits. In addition, several Borough employees participate in the Defined Contribution Retirement Program ("DCRP"), which is a defined contribution pension plan. This Plan is administered by Prudential Financial for the New Jersey Division of Pensions and Benefits. Each Plan has a Board of Trustees that is primarily responsible for its administration. The Division issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to:

State of New Jersey
Division of Pensions and Benefits
P.O. Box 295
Trenton, New Jersey 08625-0295
<http://www.state.nj.us/treasury/pensions/financial-reports.shtml>

General Information about the Pension Plans**Plan Descriptions**

Public Employees' Retirement System - The Public Employees' Retirement System is a cost-sharing multiple-employer defined benefit pension plan which was established as of January 1, 1955, under the provisions of N.J.S.A. 43:15A. The PERS's designated purpose is to provide retirement, death, disability and medical benefits to certain qualified members. Membership in the PERS is mandatory for substantially all full-time employees of the Borough, provided the employee is not required to be a member of another state-administered retirement system or other state pensions fund or local jurisdiction's pension fund. The PERS's Board of Trustees is primarily responsible for the administration of the PERS.

Note 8: PENSION PLANS (CONT'D)**General Information about the Pension Plans (Cont'd)****Plan Descriptions (Cont'd)**

Police and Firemen's Retirement System - The Police and Firemen's Retirement System is a cost-sharing multiple-employer defined benefit pension plan which was established as of July 1, 1944, under the provisions of N.J.S.A. 43:16A. The PFRS's designated purpose is to provide retirement, death, disability and medical benefits to certain qualified members. Membership in the PFRS is mandatory for substantially all full-time police and firemen of the Borough. The PFRS's Board of Trustees is primarily responsible for the administration of the PFRS.

Defined Contribution Retirement Program - The Defined Contribution Retirement Program is a multiple-employer defined contribution pension fund established on July 1, 2007 under the provisions of Chapter 92, P.L. 2007, and Chapter 103, P.L. 2007 (N.J.S.A. 43:15C-1 et. seq.). The DCRP is a tax-qualified defined contribution money purchase pension plan under Internal Revenue Code (IRC) § 401(a) et seq., and is a "governmental plan" within the meaning of IRC § 414(d). The DCRP provides retirement benefits for eligible employees and their beneficiaries. Individuals covered under DCRP are employees enrolled in PERS on or after July 1, 2007, who earn salary in excess of established "maximum compensation" limits; employees enrolled in PFRS after May 21, 2010, who earn salary in excess of established "maximum compensation" limits; employees otherwise eligible to enroll in PERS on or after November 2, 2008, who do not earn the minimum annual salary for tier 3 enrollment but who earn salary of at least \$5,000.00 annually; and employees otherwise eligible to enroll in PERS after May 21, 2010 who do not work the minimum number of hours per week required for tiers 4 or 5 enrollment, but who earn salary of at least \$5,000.00 annually.

Vesting and Benefit Provisions

Public Employees' Retirement System - The vesting and benefit provisions are set by N.J.S.A. 43:15A and 43:3B. The PERS provides retirement, death and disability benefits. All benefits vest after 10 years of service, except for medical benefits, which vest after 25 years of service or under the disability provisions of the PERS.

The following represents the membership tiers for PERS:

Tier Definition

- 1 Members who were enrolled prior to July 1, 2007
- 2 Members who were eligible to enroll on or after July 1, 2007 and prior to November 2, 2008
- 3 Members who were eligible to enroll on or after November 2, 2008 and prior to May 21, 2010
- 4 Members who were eligible to enroll after May 21, 2010 and prior to June 28, 2011
- 5 Members who were eligible to enroll on or after June 28, 2011

Service retirement benefits of 1/55th of final average salary for each year of service credit is available to tiers 1 and 2 members upon reaching age 60 and to tier 3 members upon reaching age 62. Service retirement benefits of 1/60th of final average salary for each year of service credit is available to tier 4 members upon reaching age 62 and tier 5 members upon reaching age 65. Early retirement benefits are available to tiers 1 and 2 members before reaching age 60, tiers 3 and 4 with 25 years or more of service credit before age 62, and tier 5 with 30 or more years of service credit before age 65. Benefits are reduced by a fraction of a percent for each month that a member retires prior to the age at which a member can receive full early retirement benefits in accordance with their respective tier. Tier 1 members can receive an unreduced benefit from age 55 to age 60 if they have at least 25 years of service. Deferred retirement is available to members who have at least 10 years of service credit and have not reached the service retirement age for the respective tier.

Note 8: PENSION PLANS (CONT'D)**General Information about the Pension Plans (Cont'd)****Vesting and Benefit Provisions (Cont'd)**

Police and Firemen's Retirement System - The vesting and benefit provisions are set by N.J.S.A. 43:16A. The PFRS provides retirement, death and disability benefits. All benefits vest after 10 years of service, except disability benefits, which vest after four years of service.

The following represents the membership tiers for PFRS:

Tier Definition

- 1 Members who were enrolled prior to May 22, 2010
- 2 Members who were eligible to enroll on or after May 22, 2010 and prior to June 28, 2011
- 3 Members who were eligible to enroll on or after June 28, 2011

Service retirement benefits are available at age 55 and are generally determined to be 2% of final compensation for each year of creditable service up to 30 years plus 1% for each year of service in excess of 30 years. Members may seek special retirement after achieving 25 years of creditable service, in which benefits would equal 65% (tiers 1 and 2 members) and 60% (tier 3 members) of final compensation plus 1% for each year of creditable service over 25 years but not to exceed 30 years. Members may elect deferred retirement benefits after achieving ten years of service, in which case benefits would begin at age 55 equal to 2% of final compensation for each year of service.

Defined Contribution Retirement Program - Eligible members are provided with a defined contribution retirement plan intended to qualify for favorable Federal income tax treatment under IRC Section 401(a), a noncontributory group life insurance plan and a noncontributory group disability benefit plan. A participant's interest in that portion of his or her defined contribution retirement plan account attributable to employee contributions shall immediately become and shall at all times remain fully vested and non-forfeitable. A participant's interest in that portion of his or her defined contribution retirement plan account attributable to employer contributions shall be vested and non-forfeitable on the date the participant commences the second year of employment or upon his or her attainment of age 65, while employed by an employer, whichever occurs first.

Contributions

Public Employees' Retirement System - The contribution policy is set by N.J.S.A. 43:15A and requires contributions by active members and contributing employers. Members contribute at a uniform rate. Pursuant to the provisions of Chapter 78, P.L. 2011, the active member contribution rate increased from 5.5% of annual compensation to 6.5% plus an additional 1% phased-in over 7 years beginning in July 2012. The member contribution rate was 7.20% in State fiscal year 2017. The phase-in of the additional incremental member contribution rate takes place in July of each subsequent State fiscal year. The rate for members who are eligible for the Prosecutors Part of PERS (Chapter 366, P.L. 2001) was 10% in State fiscal year 2017. Employers' contribution are based on an actuarially determined amount, which includes the normal cost and unfunded accrued liability.

The Borough's contractually required contribution rate for the year ended December 31, 2017 was 11.83% of the Borough's covered payroll. This amount was actuarially determined as the amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, including an additional amount to finance any unfunded accrued liability.

Note 8: PENSION PLANS (CONT'D)**General Information about the Pension Plans (Cont'd)****Contributions (Cont'd)**

Public Employees' Retirement System (Cont'd) - Based on the most recent PERS measurement date of June 30, 2017, the Borough's contractually required contribution to the pension plan for the year ended December 31, 2017 is \$128,325.00, and is payable by April 1, 2018. Due to the basis of accounting described in note 1, no liability has been recorded in the financial statements for this amount. Based on the PERS measurement date of June 30, 2016, the Borough's contractually required contribution to the pension plan for the year ended December 31, 2016 was \$141,617.00, which was paid on April 1, 2017. Employee contributions to the Plan during the year ended December 31, 2017 were \$85,463.85.

Police and Firemen's Retirement System - The contribution policy is set by N.J.S.A. 43:16A and requires contributions by active members and contributing employers. Pursuant to the provisions of Chapter 78, P.L. 2011, the active member contribution rate was 10% in State fiscal year 2017. Employers' contributions are based on an actuarially determined amount, which includes the normal cost and unfunded accrued liability.

Special Funding Situation Component - Under N.J.S.A. 43:16A-15, local participating employers are responsible for their own contributions based on actuarially determined amounts, except where legislation was passed which legally obligated the State if certain circumstances occurred. The legislation which legally obligates the State is as follows: Chapter 8, P.L. 2000, Chapter 318, P.L. 2001, Chapter 86, P.L. 2001, Chapter 511, P.L. 1991, Chapter 109, P.L. 1979, Chapter 247, P.L. 1993 and Chapter 201, P.L. 2001. The amounts contributed on behalf of the local participating employers under this legislation is considered to be a *special funding situation* as defined by GASB Statement No. 68, and the State is treated as a nonemployer contributing entity. Since the local participating employers do not contribute under this legislation directly to the Plan (except for employer specific financed amounts), there is no net pension liability or deferred outflows or inflows to disclose in the notes to the financial statements of the local participating employers related to this legislation.

The Borough's contractually required contribution rate for the year ended December 31, 2017 was 26.47% of the Borough's covered payroll. This amount was actuarially determined as the amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

Based on the most recent PFRS measurement date of June 30, 2017, the Borough's contractually required contribution to the pension plan for the year ended December 31, 2017 is \$377,681.00, and is payable by April 1, 2018. Due to the basis of accounting described in note 1, no liability has been recorded in the financial statements for this amount. Based on the PFRS measurement date of June 30, 2016, the Borough's contractually required contribution to the pension plan for the year ended December 31, 2016 was \$309,036.00, which was paid on April 1, 2017. Employee contributions to the Plan during the year ended December 31, 2017 were \$144,159.28.

The amount of contractually required contribution for the State of New Jersey's proportionate share, associated with the Borough, for the year ended December 31, 2017 was 2.59% of the Borough's covered payroll.

Note 8: PENSION PLANS (CONT'D)**General Information about the Pension Plans (Cont'd)****Contributions (Cont'd)**

Police and Firemen's Retirement System (Cont'd) - Based on the most recent PFRS measurement date of June 30, 2017, the State's contractually required contribution, on-behalf of the Borough, to the pension plan for the year ended December 31, 2017 is \$36,900.00, and is payable by April 1, 2018. Based on the PFRS measurement date of June 30, 2016, the State's contractually required contribution, on-behalf of the Borough, to the pension plan for the year ended December 31, 2016 was \$23,297.00, which was paid on April 1, 2017.

Defined Contribution Retirement Program - The contribution policy is set by N.J.S.A. 43:15C-3 and requires contributions by active members and contributing employers. In accordance with Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007, Plan members are required to contribute 5.5% of their annual covered salary. In addition to the employee contributions, the Borough contributes 3% of the employees' base salary, for each pay period, to Prudential Financial not later than the fifth business day after the date on which the employee is paid for that pay period.

For the year ended December 31, 2017, employee contributions totaled \$2,502.30, and the Borough's contributions were \$1,364.89. There were no forfeitures during the year.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

Public Employees' Retirement System - At December 31, 2017, the Borough's proportionate share of the PERS net pension liability was \$3,224,550.00. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2016. The total pension liability was calculated through the use of updated procedures to roll forward from the actuarial valuation date to the measurement date of June 30, 2017. The Borough's proportion of the net pension liability was based on a projection of the Borough's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. For the June 30, 2017 measurement date, the Borough's proportion was 0.0138521094%, which was a decrease of (0.0020888268%) from its proportion measured as of June 30, 2016.

At December 31, 2017, the Borough's proportionate share of the PERS pension expense, calculated by the Plan as of the June 30, 2017 measurement date is \$146,727.00. This expense is not recognized by the Borough because of the regulatory basis of accounting as described in note 1; however, as previously mentioned, for the year ended December 31, 2017, the Borough's contribution to PERS was \$141,617.00, and was paid on April 1, 2017.

Police and Firemen's Retirement System - At December 31, 2017, the Borough's and State of New Jersey's proportionate share of the PFRS net pension liability were as follows:

Borough's Proportionate Share of Net Pension Liability	\$ 6,588,184.00
State of New Jersey's Proportionate Share of Net Pension Liability Associated with the Borough	<u>737,932.00</u>
	<u>\$ 7,326,116.00</u>

Note 8: PENSION PLANS (CONT'D)**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Cont'd)**

Police and Firemen's Retirement System (Cont'd) - The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2016. The total pension liability was calculated through the use of updated procedures to roll forward from the actuarial valuation date to the measurement date of June 30, 2017. The Borough's proportion of the net pension liability was based on a projection of the Borough's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers and the State of New Jersey, actuarially determined. For the June 30, 2017 measurement date, the Borough's proportion was 0.0426749292%, which was an increase of 0.0047722413% from its proportion measured as of June 30, 2016. Likewise, at June 30, 2017, the State of New Jersey's proportion, on-behalf of the Borough, was 0.0426749292%, which was an increase of 0.0047722413% from its proportion, on-behalf of the Borough, measured as of June 30, 2016.

At December 31, 2017, the Borough's proportionate share of the PFRS pension expense, calculated by the Plan as of the June 30, 2017 measurement date is \$537,730.00. This expense is not recognized by the Borough because of the regulatory basis of accounting as described in note 1; however, as previously mentioned, for the year ended December 31, 2017, the Borough's contribution to PFRS was \$309,036.00, and was paid on April 1, 2017.

At December 31, 2017, the State's proportionate share of the PFRS pension expense, associated with the Borough, calculated by the Plan as of the June 30, 2017 measurement date is \$90,266.00. This on-behalf expense is not recognized by the Borough because of the regulatory basis of accounting as described in note 1.

Deferred Outflows of Resources and Deferred Inflows of Resources - At December 31, 2017, the Borough had deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources			Deferred Inflows of Resources		
	PERS	PFRS	Total	PERS	PFRS	Total
Differences between Expected and Actual Experience	\$ 75,927.00	\$ 42,740.00	\$ 118,667.00	\$ -	\$ 38,667.00	\$ 38,667.00
Changes of Assumptions	649,636.00	812,396.00	1,462,032.00	647,254.00	1,078,952.00	1,726,206.00
Net Difference between Projected and Actual Earnings on Pension Plan Investments	21,957.00	125,718.00	147,675.00	-	-	-
Changes in Proportion and Differences between Borough Contributions and Proportionate Share of Contributions	109,522.00	622,852.00	732,374.00	515,596.00	558,365.00	1,073,961.00
Borough Contributions Subsequent to the Measurement Date	64,163.00	188,841.00	253,004.00	-	-	-
	<u>\$ 921,205.00</u>	<u>\$ 1,792,547.00</u>	<u>\$ 2,713,752.00</u>	<u>\$ 1,162,850.00</u>	<u>\$ 1,675,984.00</u>	<u>\$ 2,838,834.00</u>

\$64,163.00 and \$188,841.00 for PERS and PFRS, respectively, included in deferred outflows of resources, will be included as a reduction of the net pension liability in the year ending December 31, 2018. These amounts were based on an estimated April 1, 2019 contractually required contribution, prorated from the pension plans' measurement date of June 30, 2017 to the Borough's year end of December 31, 2017.

Note 8: PENSION PLANS (CONT'D)**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Cont'd)**

Deferred Outflows of Resources and Deferred Inflows of Resources (Cont'd) - The Borough will amortize the above other deferred outflow of resources and deferred inflows of resources related to pensions over the following number of years:

	<u>PERS</u>		<u>PFRS</u>	
	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between Expected and Actual Experience				
Year of Pension Plan Deferral:				
June 30, 2014	-	-	-	-
June 30, 2015	5.72	-	-	5.53
June 30, 2016	5.57	-	-	5.58
June 30, 2017	5.48	-	5.59	-
Changes of Assumptions				
Year of Pension Plan Deferral:				
June 30, 2014	6.44	-	6.17	-
June 30, 2015	5.72	-	5.53	-
June 30, 2016	5.57	-	5.58	-
June 30, 2017	-	5.48	-	5.59
Net Difference between Projected and Actual Earnings on Pension Plan Investments				
Year of Pension Plan Deferral:				
June 30, 2014	-	5.00	-	5.00
June 30, 2015	-	5.00	-	5.00
June 30, 2016	5.00	-	5.00	-
June 30, 2017	5.00	-	5.00	-
Changes in Proportion and Differences between Borough Contributions and Proportionate Share of Contributions				
Year of Pension Plan Deferral:				
June 30, 2014	6.44	6.44	6.17	6.17
June 30, 2015	5.72	5.72	5.53	5.53
June 30, 2016	5.57	5.57	5.58	5.58
June 30, 2017	5.48	5.48	5.59	5.59

Note 8: PENSION PLANS (CONT'D)**Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Cont'd)**

Deferred Outflows of Resources and Deferred Inflows of Resources (Cont'd) - Other amounts included as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in future periods as follows:

<u>Year Ending Dec 31,</u>	<u>PERS</u>	<u>PFRS</u>	<u>Total</u>
2018	\$ (28,301.00)	\$ 20,004.00	\$ (8,297.00)
2019	10,339.00	156,953.00	167,292.00
2020	(10,076.00)	3,984.00	(6,092.00)
2021	(170,593.00)	(196,801.00)	(367,394.00)
2022	(107,177.00)	(56,418.00)	(163,595.00)
	<u>\$ (305,808.00)</u>	<u>\$ (72,278.00)</u>	<u>\$ (378,086.00)</u>

Actuarial Assumptions

The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2016. The total pension liability was calculated through the use of updated procedures to roll forward from the actuarial valuation date to the measurement date of June 30, 2017. This actuarial valuation used the following actuarial assumptions, applied to all periods included in the measurement:

	<u>PERS</u>	<u>PFRS</u>
Inflation Rate	2.25%	2.25%
Salary Increases:		
Through 2026	1.65% - 4.15% Based on Age	2.10% - 8.98% Based on Age
Thereafter	2.65% - 5.15% Based on Age	3.10% - 9.98% Based on Age
Investment Rate of Return	7.00%	7.00%
Mortality Rate Table	RP-2000	RP-2000
Period of Actuarial Experience		
Study upon which Actuarial Assumptions were Based	July 1, 2011 - June 30, 2014	July 1, 2010 - June 30, 2013

Note 8: PENSION PLANS (CONT'D)**Actuarial Assumptions (Cont'd)**

For PERS, preretirement mortality rates were based on the RP-2000 Employee Preretirement Mortality Table for male and female active participants. For State employees, mortality tables are set back 4 years for males and females. For local employees, mortality tables are set back 2 years for males and 7 years for females. In addition, the tables provide for future improvements in mortality from the base year of 2013 using a generational approach based on the Plan actuary's modified MP-2014 projection scale. Postretirement mortality rates were based on the RP-2000 Combined Healthy Male and Female Mortality Tables (set back 1 year for males and females) for service retirements and beneficiaries of former members and a one-year static projection based on mortality improvement Scale AA. In addition, the tables for service retirements and beneficiaries of former members provide for future improvements in mortality from the base year of 2013 using a generational approach based on the Plan actuary's modified MP-2014 projection scale. Disability retirement rates used to value disabled retirees were based on the RP-2000 Disabled Mortality Table (set back 3 years for males and set forward 1 year for females).

For PFRS, preretirement mortality rates were based on the RP-2000 Preretirement mortality tables projected thirteen years using Projection Scale BB and then projected on a generational basis using the Plan actuary's modified 2014 projection scales. Post-retirement mortality rates for male service retirements and beneficiaries are based the RP-2000 Combined Healthy Mortality Tables projected one year using Projection Scale AA and three years using the Plan actuary's modified 2014 projection scales and further projected on a generational basis using the Plan actuary's modified 2014 projection scales. Postretirement mortality rates for female service retirements and beneficiaries were based on the RP-2000 Combined Healthy Mortality Tables projected thirteen years using Projection Scale BB and then three years using the Plan actuary's modified 2014 projection scales and further projected on a generational basis using the Plan actuary's modified 2014 projection scales. Disability mortality rates were based on special mortality tables used for the period after disability retirement.

For PERS and PFRS, in accordance with State statute, the long-term expected rate of return on Plan investments (7.00% at June 30, 2017) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension Plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in PERS's and PFRS's target asset allocation as of June 30, 2017 are summarized in the following table:

Note 8: PENSION PLANS (CONT'D)**Actuarial Assumptions (Cont'd)**

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Absolute Return/Risk Mitigation	5.00%	5.51%
Cash Equivalents	5.50%	1.00%
U.S. Treasuries	3.00%	1.87%
Investment Grade Credit	10.00%	3.78%
Public High Yield	2.50%	6.82%
Global Diversified Credit	5.00%	7.10%
Credit Oriented Hedge Funds	1.00%	6.60%
Debt Related Private Equity	2.00%	10.63%
Debt Related Real Estate	1.00%	6.61%
Private Real Estate	2.50%	11.83%
Equity Related Real Estate	6.25%	9.23%
U.S. Equity	30.00%	8.19%
Non-U.S. Developed Markets Equity	11.50%	9.00%
Emerging Markets Equity	6.50%	11.64%
Buyouts/Venture Capital	8.25%	13.08%
	<u>100.00%</u>	

Discount Rate - The discount rate used to measure the total pension liability at June 30, 2017 was 5.00% for PERS and 6.14% for PFRS. For both PERS and PFRS, the respective single blended discount rates were based on the long-term expected rate of return on pension Plan investments of 7.00%, and a municipal bond rate of 3.58% as of June 30, 2017, based on the Bond Buyer Go 20-Bond Municipal Bond Index which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rates assumed that contributions from Plan members will be made at the current member contribution rates and that contributions from employers and the nonemployer contributing entity will be made based on the contribution rate in the most recent fiscal year. The State employer contributed 40% of the actuarially determined contributions and the local employers contributed 100% of their actuarially determined contributions. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make projected future benefit payments of current Plan members through 2040 for PERS and through 2057 for PFRS; therefore, the long-term expected rate of return on Plan investments was applied to projected benefit payments through 2040 for PERS and through 2057 for PFRS, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liabilities.

Note 8: PENSION PLANS (CONT'D)**Sensitivity of Borough's Proportionate Share of Net Pension Liability to Changes in the Discount Rate**

Public Employees' Retirement System (PERS) - The following presents the Borough's proportionate share of the net pension liability at June 30, 2017, the Plan's measurement date, calculated using a discount rate of 5.00%, as well as what the Borough's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1% lower or 1% higher than the current rates used:

	PERS		
	1% Decrease (4.00%)	Current Discount Rate (5.00%)	1% Increase (6.00%)
Borough's Proportionate Share of the Net Pension Liability	\$ 4,000,273.00	\$ 3,224,550.00	\$ 2,578,276.00

Police and Firemen's Retirement System (PFRS) - As previously mentioned, PFRS has a special funding situation, where the State of New Jersey pays a portion of the Borough's annual required contribution. As such, the net pension liability as of June 30, 2017, the Plan's measurement date, for the Borough and the State of New Jersey, calculated using a discount rate of 6.14%, as well as using a discount rate that is 1% lower or 1% higher than the current rates used is as follows:

	PFRS		
	1% Decrease (5.14%)	Current Discount Rate (6.14%)	1% Increase (7.14%)
Borough's Proportionate Share of the Net Pension Liability	\$ 8,680,475.00	\$ 6,588,184.00	\$ 4,869,129.00
State of New Jersey's Proportionate Share of Net Pension Liability associated with the Borough	972,286.18	737,932.00	545,383.39
	\$ 9,652,761.18	\$ 7,326,116.00	\$ 5,414,512.39

Pension Plan Fiduciary Net Position

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the respective fiduciary net position of the PERS and PFRS and additions to/deductions from PERS and PFRS' respective fiduciary net position have been determined on the same basis as they are reported by PERS and PFRS. Accordingly, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value. For additional information about PERS and PFRS, please refer to the Plan's Comprehensive Annual Financial Report (CAFR) which can be found at <http://www.state.nj.us/treasury/pensions/financial-reports.shtml>.

Note 8: PENSION PLANS (CONT'D)**Supplementary Pension Information**

In accordance with GASBS 68, the following information is also presented for the PERS and PFRS Pension Plans. These schedules are presented to illustrate the requirements to show information for 10 years; however, until a full 10-year trend is compiled, this presentation will only include information for those years for which information is available.

Schedule of the Borough's Proportionate Share of the Net Pension Liability - Public Employees' Retirement System (PERS) (Last Five Years)

	<u>Measurement Date Ended June 30,</u>		
	<u>2017</u>	<u>2016</u>	<u>2015</u>
Borough's Proportion of the Net Pension Liability	0.0138521094%	0.0159409362%	0.0157035019%
Borough's Proportionate Share of the Net Pension Liability	\$ 3,224,550.00	\$ 4,721,248.00	\$ 3,525,121.00
Borough's Covered Payroll (Plan Measurement Period)	\$ 964,536.00	\$ 1,101,532.00	\$ 1,087,020.00
Borough's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	334.31%	428.61%	324.29%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	48.10%	40.14%	47.93%
	<u>Measurement Date Ended June 30,</u>		
	<u>2014</u>	<u>2013</u>	
Borough's Proportion of the Net Pension Liability	0.0148372319%	0.0168161161%	
Borough's Proportionate Share of the Net Pension Liability	\$ 2,777,936.00	\$ 3,213,894.00	
Borough's Covered Payroll (Plan Measurement Period)	\$ 1,029,532.00	\$ 1,111,600.00	
Borough's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	269.83%	289.12%	
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	52.08%	48.72%	

Note 8: PENSION PLANS (CONT'D)**Supplementary Pension Information (Cont'd)*****Schedule of the Borough's Contributions - Public Employees' Retirement System (PERS) (Last Five Years)***

	<u>Year Ended December 31,</u>		
	<u>2017</u>	<u>2016</u>	<u>2015</u>
Borough's Contractually Required Contribution	\$ 128,325.00	\$ 141,617.00	\$ 135,008.00
Borough's Contribution in Relation to the Contractually Required Contribution	<u>(128,325.00)</u>	<u>(141,617.00)</u>	<u>(135,008.00)</u>
Borough's Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Borough's Covered Payroll (Calendar Year)	\$ 1,085,005.00	\$ 984,607.00	\$ 1,066,304.00
Borough's Contributions as a Percentage of Covered Payroll	11.83%	14.38%	12.66%
	<u>Year Ended December 31,</u>		
	<u>2014</u>	<u>2013</u>	
Borough's Contractually Required Contribution	\$ 122,316.00	\$ 126,706.00	
Borough's Contribution in Relation to the Contractually Required Contribution	<u>(122,316.00)</u>	<u>(126,706.00)</u>	
Borough's Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	
Borough's Covered Payroll (Calendar Year)	\$ 1,076,646.00	\$ 1,003,648.00	
Borough's Contributions as a Percentage of Covered Payroll	11.36%	12.62%	

Note 8: PENSION PLANS (CONT'D)**Supplementary Pension Information (Cont'd)*****Schedule of the Borough's Proportionate Share of the Net Pension Liability - Police and Firemen's Retirement System (PFRS) (Last Five Years)***

	<u>Measurement Date Ended June 30,</u>		
	<u>2017</u>	<u>2016</u>	<u>2015</u>
Borough's Proportion of the Net Pension Liability	0.0426749292%	0.0379026879%	0.0396901845%
Borough's Proportionate Share of the Net Pension Liability	\$ 6,588,184.00	\$ 7,240,383.00	\$ 6,611,001.00
State's Proportionate Share of the Net Pension Liability associated with the Borough	737,932.00	608,013.00	579,763.00
Total	<u>\$ 7,326,116.00</u>	<u>\$ 7,848,396.00</u>	<u>\$ 7,190,764.00</u>
Borough's Covered Payroll (Plan Measurement Period)	\$ 1,381,376.00	\$ 1,342,428.00	\$ 1,298,416.00
Borough's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	476.93%	539.35%	509.16%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	58.60%	52.01%	56.31%
	<u>Measurement Date Ended June 30,</u>		
	<u>2014</u>	<u>2013</u>	
Borough's Proportion of the Net Pension Liability	0.0461810031%	0.0456348897%	
Borough's Proportionate Share of the Net Pension Liability	\$ 5,809,142.00	\$ 6,066,747.00	
State's Proportionate Share of the Net Pension Liability associated with the Borough	625,547.00	565,495.00	
Total	<u>\$ 6,434,689.00</u>	<u>\$ 6,632,242.00</u>	
Borough's Covered Payroll (Plan Measurement Period)	\$ 1,458,616.00	\$ 1,432,176.00	
Borough's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	398.26%	423.60%	
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	62.41%	58.70%	

Note 8: PENSION PLANS (CONT'D)**Supplementary Pension Information (Cont'd)*****Schedule of the Borough's Contributions - Police and Firemen's Retirement System (PFRS) (Last Five Years)***

	<u>Year Ended December 31,</u>		
	<u>2017</u>	<u>2016</u>	<u>2015</u>
Borough's Contractually Required Contribution	\$ 377,681.00	\$ 309,036.00	\$ 322,622.00
Borough's Contribution in Relation to the Contractually Required Contribution	<u>(377,681.00)</u>	<u>(309,036.00)</u>	<u>(322,622.00)</u>
Borough's Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Borough's Covered Payroll (Calendar Year)	\$ 1,426,565.00	\$ 1,378,605.00	\$ 1,271,934.00
Borough's Contributions as a Percentage of Covered Payroll	26.47%	22.42%	25.36%
	<u>Year Ended December 31,</u>		
	<u>2014</u>	<u>2013</u>	
Borough's Contractually Required Contribution	\$ 354,702.00	\$ 332,942.00	
Borough's Contribution in Relation to the Contractually Required Contribution	<u>(354,702.00)</u>	<u>(332,942.00)</u>	
Borough's Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	
Borough's Covered Payroll (Calendar Year)	\$ 1,239,066.00	\$ 1,379,127.00	
Borough's Contributions as a Percentage of Covered Payroll	28.63%	24.14%	

Note 8: PENSION PLANS (CONT'D)**Other Notes to Supplementary Pension Information*****Public Employees' Retirement System (PERS)***

Changes in Benefit Terms - None

Changes in Assumptions - For 2017, the discount rate changed to 5.00% and the long-term rate of return changed to 7.00%. For 2016, the discount rate changed to 3.98%, the long-term expected rate of return changed to 7.65% from 7.90%, demographic assumptions were revised in accordance with the results of the July 1, 2011 - June 30, 2014 experience study and the mortality improvement scale incorporated the Plan actuary's modified MP-2014 projection scale. Further, salary increases were assumed to increase between 1.65% and 4.15% (based on age) through fiscal year 2026 and 2.65% and 5.15% (based on age) for each fiscal year thereafter. For 2015, the discount rate changed to 4.90%. In addition, the social security wage base was set at \$118,500.00 for 2015, increasing 4.00% per annum, compounded annually and the 401(a)(17) pay limit was set at \$265,000.00 for 2015, increasing 3.00% per annum, compounded annually. For 2014, the discount rate was 5.39%.

Police and Firemen's Retirement System (PFRS)

Changes in Benefit Terms - In 2017, Chapter 26, P.L. 2016 increased the accidental death benefit payable to children if there is no surviving spouse to 70% of final compensation.

Changes in Assumptions - For 2017, the discount rate changed to 6.14% and the long-term rate of return changed to 7.00%. For 2016, the discount rate changed to 5.55%, the long-term expected rate of return changed to 7.65% from 7.90%, and the mortality improvement scale incorporated the Plan actuary's modified 2014 projection scale. Further, salary increases were assumed to increase between 2.10% and 8.98% (based on age) through fiscal year 2026 and 3.10% and 9.98% (based on age) for each fiscal year thereafter. For 2015, the discount rate changed to 5.79% and demographic assumptions were revised in accordance with the results of the July 1, 2010 - June 30, 2013 experience study. For 2014, the discount rate was 6.32%.

Note 9: DEFERRED COMPENSATION SALARY ACCOUNT

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

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

Note 10: RUNSEN HOUSE SENIOR CITIZEN FACILITY

On February 12, 1992, the Borough of Runnemede adopted Ordinance 92-1 entitled Senior Citizen Facility. The purpose of the Ordinance was to provide Runsen Associates, Inc. with a loan in the amount of \$250,000.00 without interest, payable on the 30th anniversary of the full occupancy date, to assist financing of the construction of a senior citizen facility. The facility consists of 81 residential one-bedroom rental units for low-income eligible occupants. On March 2, 1993, the Borough of Runnemede increased the amount of the loan by \$50,000.00 by adopting Ordinance 93-1.

Note 11: POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS

Plan Description - The Borough provides postretirement health care benefits through a health plan for retirees, which includes a medical, dental, and prescription plan. The Borough's plan provides an agent multiple-employer post-employment healthcare plan which covers the following retiree population: eligible retirees who retire from active employment with the Borough who have at least twenty-five (25) years of service with the Borough. Coverage is provided for the retirees and their spouse up to age sixty-five, providing the retirees annually certify that they have no other medical coverage. Currently, twenty-one (23) retirees meet these eligibility requirements. The plan is administered by the Borough; therefore, premium payments are made directly to the insurance carriers. Reimbursements by the retirees are paid in monthly installments after the Borough provides the retirees with a detailed accounting of the costs.

Funding Policy - The contribution requirements of plan members and the Borough are established and may be amended by the Borough's governing body. Plan members receiving benefits contribute to the cost of health care plans to the same extent as active employees.

Retirees - The Borough presently funds its current retiree postemployment benefit costs on a "pay-as-you-go" basis and as stated above, receives monthly contributions from retirees to offset a portion of the cost. The Borough's contributions to the plan for the years ended December 31, 2017, 2016, and 2015 were \$327,925.70, \$372,398.32, and \$324,545.38, respectively.

Future Retirees - In accordance with Statement No. 45 of the Governmental Accounting Standards Board, the Borough is required to disclose the *annual required contribution of the employer (ARC)*, an amount actuarially determined in accordance with the parameters of Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty (30) years. The ARC includes the costs of both current and future retirees. The current ARC was determined to be \$817,543.28 at an unfunded discount rate of 4.5%. As stated above, the Borough has funded the cost of existing retirees in the amount of \$327,925.70, and has incurred the benefit costs for future eligible employees, but has not yet begun funding this outstanding liability.

Annual OPEB Cost - For year ended December 31, 2017, the Borough's annual OPEB cost (expense) of \$613,066.51 for the plan was equal to the ARC plus certain adjustments. The Borough's annual required contribution (ARC), the increase or decrease in the net OPEB obligation, the net OPEB obligation, and the percentage of annual OPEB cost contributed to the plan for year 2017 is as follows:

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Annual Required Contribution (ARC)	\$ 817,543.28	\$ 817,543.28	\$ 769,819.13
Interest on the Net OPEB Obligation	39,578.40	20,037.32	
Adjustment to the ARC	<u>(244,055.17)</u>	<u>(118,888.10)</u>	
Annual OPEB Cost	613,066.51	718,692.50	769,819.13
Pay-as-You Go Cost (Existing Retirees)	<u>(327,925.70)</u>	<u>(372,398.32)</u>	<u>(324,545.38)</u>
Increase (Decrease) in the Net OPEB Obligation	285,140.81	346,294.18	445,273.75
Net OPEB Obligation, January 1	<u>791,567.93</u>	<u>445,273.75</u>	<u>-</u>
Net OPEB Obligation, December 31	<u>\$ 1,076,708.74</u>	<u>\$ 791,567.93</u>	<u>\$ 445,273.75</u>
Percentage of Annual OPEB Cost Contributed	53.5%	51.8%	42.2%

Note 11: POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS (CONT'D)

Funded Status and Funding Progress - The funded status of the plan is as follows:

	<u>2016</u>	<u>2015</u>
Actuarial Accrued Liability (AAL)	\$ 24,526,298.37	\$ 23,094,574.02
Actuarial Value of Plan Assets	<u>-</u>	<u>-</u>
Unfunded Actuarial Accrued Liability (UAAL)	<u>\$ 24,526,298.37</u>	<u>\$ 23,094,574.02</u>
Funded Ratio (Actuarial Value of Plan Assets / AAL)	-	0.0%
Covered Payroll (Active Plan Members)	\$ 1,943,828.50	\$ 1,943,828.50
UAAL as a Percentage of Covered Payroll	1261.8%	1188.1%

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, as shown above, presents multiyear trend information that shows whether the actuarial value of the plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions - The projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the December 31, 2016 actuarial valuation, the entry age actuarial cost method was used. Under this method, an actuarial accrued liability is determined as the actuarial present value of the portion of projected benefits which is allocated to service before the current plan year. In addition, a normal cost is determined as the actuarial present value of the portion of projected benefits which is allocated to service in the current plan year for each active participant under the assumed retirement age. The UAAL is being amortized (straight-line) for thirty (30) years on an open basis. The actuarial assumptions included the following:

- *Mortality.* Age 75 for males and age 80 for females
- *Assumed Retirement Age.* at first eligibility after completing 25 years of service.
- *Full Attribution Period.* service to assumed retirement age.
- *Rate of Medical Inflation.* 7% increase in the cost of benefits per year
- *Annual Discount Rate.* Future costs have been discounted at the rate of 4.5% compounded annually for GASB 45 purposes.
- *Retiree Contributions.* 11% of the annual premium coverage from eligible retirees.

Note 12: COMPENSATED ABSENCES

Per the policy of the Borough, employees accrue and carryover earned compensatory time. At the time of separation from the Borough, unused compensatory time would be eligible for payout to the employee.

The Borough does not record accrued expenses related to compensated absences. However, it is estimated that, at December 31, 2017, accrued benefits for compensated absences are valued at \$228,243.66.

Note 13: LEASE OBLIGATIONS

At December 31, 2017, the Borough had lease agreements in effect for the following:

Operating:

- Two (2) Xerox 7855 Photocopy Machines
- One (1) Ricoh C2503 Photocopy Machine
- One (1) Ricoh MP2554SPG Photocopy Machine
- One (1) Ricoh MPC2504 Photocopy Machine

The following is an analysis of the Borough's operating leases:

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

<u>Year</u>	<u>Amount</u>
2018	\$ 8,877.72
2019	6,067.16
2020	2,664.53

Rental payments under operating leases for the year 2017 were \$8,877.72.

Note 14: CAPITAL DEBT**General Improvement Bonds**

On July 24, 2008 the Borough issued \$1,598,000.00 of general obligation bonds consisting of \$1,503,000.00 General Capital Improvement Bonds and \$95,000.00 Sewer Utility Bonds at varying interest rates up to 4.750%. The final maturity of these bonds is August 1, 2018. The General Capital bonds will be paid from property taxes and Sewer Utility Bonds will be paid from rents.

On November 24, 2015, the Borough issued \$5,135,000.00 of general obligation bonds consisting of \$5,060,000.00 General Capital Improvement Bonds and \$75,000.00 Sewer Utility Bonds at interest rates ranging from 2.000% to 3.250%. The final maturity of these bonds is November 15, 2031. The General Capital bonds will be paid from property taxes and Sewer Utility Bonds will be paid from rents.

The following schedule represents the remaining debt service, through maturity, for the general improvement bonds:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 458,000.00	\$ 134,417.50	\$ 592,417.50
2019	275,000.00	120,087.50	395,087.50
2020	280,000.00	114,587.50	394,587.50
2021	295,000.00	108,987.50	403,987.50
2022	300,000.00	103,087.50	403,087.50
2023-2027	1,715,000.00	386,287.50	2,101,287.50
2028-2031	1,475,000.00	115,937.50	1,590,937.50
	<u>\$ 4,798,000.00</u>	<u>\$ 1,083,392.50</u>	<u>\$ 5,881,392.50</u>

Sewer Utility Bonds

The following schedule represents the remaining debt service, through maturity, for the sewer utility bonds:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 27,000.00	\$ 1,470.00	\$ 28,470.00
2019	15,000.00	600.00	15,600.00
2020	15,000.00	300.00	15,300.00
	<u>\$ 57,000.00</u>	<u>\$ 2,370.00</u>	<u>\$ 59,370.00</u>

Note 14: CAPITAL DEBT (CONT'D)**General Debt - New Jersey Environmental Infrastructure Loans**

On November 4, 1999, the Borough entered into a loan agreement with New Jersey Environmental Infrastructure program for \$888,403.00. The final loan payment date is August 1, 2019.

On November 5, 2003, the Borough entered into a loan agreement with New Jersey Environmental Infrastructure program for \$683,703.00. The final loan payment date is August 1, 2023.

On November 6, 2008, the Borough entered into a loan agreement with New Jersey Environmental Infrastructure program for \$2,047,000.00. The final loan payment date is August 1, 2028.

All loans will be paid from property taxes.

The following schedule represents the remaining debt service, through maturity, for the New Jersey Environmental Infrastructure loans:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 197,496.19	\$ 47,140.00	\$ 244,636.19
2019	194,182.60	41,795.00	235,977.60
2020	151,060.31	36,175.00	187,235.31
2021	148,445.28	31,900.00	180,345.28
2022	153,963.77	27,750.00	181,713.77
2023-2027	479,319.56	76,762.50	556,082.06
2028	80,000.00	4,000.00	84,000.00
	<u>\$ 1,404,467.71</u>	<u>\$ 265,522.50</u>	<u>\$ 1,669,990.21</u>

General Debt - New Jersey Green Acres Loans

On July 21, 2014, the Borough entered into a loan agreement with New Jersey Green Acres in the amount of \$500,000.00 for the Beaver Branch Park Project. Loan payments are due every six months in April and October at an interest rate of 2.000%. The final loan payment date is April 24, 2034. The loan will be paid from property taxes.

The following schedule represents the remaining debt service, through maturity, for the New Jersey Green Acres loans:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 22,501.10	\$ 8,590.50	\$ 31,091.60
2019	22,953.37	8,138.22	31,091.59
2020	23,414.73	7,676.87	31,091.60
2021	23,885.37	7,206.23	31,091.60
2022	24,365.46	6,726.13	31,091.59
2023-2027	129,373.39	26,084.59	155,457.98
2028-2032	142,908.71	12,549.26	155,457.97
2033-2034	45,719.95	917.43	46,637.38
	<u>\$ 435,122.08</u>	<u>\$ 77,889.23</u>	<u>\$ 513,011.31</u>

Note 14: CAPITAL DEBT (CONT'D)

The following schedule represents the Borough's summary of debt for the current and two previous years:

	<u>2017</u>	<u>2016</u>	<u>2015</u>
<u>Issued</u>			
General:			
Bonds, Loans and Notes	\$ 7,427,622.08	\$ 7,028,679.82	\$ 6,527,802.94
Sewer Utility:			
Bonds, Loans and Notes	<u>3,011,467.71</u>	<u>3,222,673.66</u>	<u>2,118,119.06</u>
Total Issued	<u>10,439,089.79</u>	<u>10,251,353.48</u>	<u>8,645,922.00</u>
<u>Authorized but not Issued</u>			
General:			
Bonds, Loans and Notes	750.00	750.00	750.00
Sewer Utility:			
Bonds, Loans and Notes	<u>384,328.00</u>	<u>384,328.00</u>	<u>1,703,000.00</u>
Total Authorized but not Issued	<u>385,078.00</u>	<u>385,078.00</u>	<u>1,703,750.00</u>
Total Issued and Authorized but not Issued	<u>10,824,167.79</u>	<u>10,636,431.48</u>	<u>10,349,672.00</u>
<u>Deductions</u>			
General:			
NJ Transportation Trust	99,785.50	99,785.50	99,785.50
Sewer Utility:			
Self-Liquidating	<u>3,395,795.71</u>	<u>3,607,001.66</u>	<u>3,821,119.06</u>
Total Deductions	<u>3,495,581.21</u>	<u>3,706,787.16</u>	<u>3,920,904.56</u>
Net Debt	<u>\$ 7,328,586.58</u>	<u>\$ 6,929,644.32</u>	<u>\$ 6,428,767.44</u>

Note 14: CAPITAL DEBT (CONT'D)**Summary of Statutory Debt Condition - Annual Debt Statement**

The summarized statement of debt condition which follows is prepared in accordance with the required method of setting up the annual debt statement and indicated a statutory net debt of 1.446%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
School Purposes	\$ 543,554.80	\$ 543,554.80	
Self-Liquidating	3,395,795.71	3,395,795.71	
General	7,428,372.08	99,785.50	\$ 7,328,586.58
	<u>\$ 11,367,722.59</u>	<u>\$ 4,039,136.01</u>	<u>\$ 7,328,586.58</u>

Net debt \$7,328,586.58 divided by the equalized valuation basis per N.J.S.A.40A:2-2, as amended, \$506,872,764.00, equals 1.446%.

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

3 1/2% of Equalized Valuation Basis (Municipal)	\$ 17,740,546.74
Less: Net Debt	<u>7,328,586.58</u>
Remaining Borrowing Power	<u>\$ 10,411,960.16</u>

**Calculation of "Self-Liquidating Purpose,"
Sewer Utility Per N.J.S.A. 40:2-45**

Cash Receipts from Fees, Rents, Fund Balance Anticipated, Interest and Other Investment Income, and Other Charges for the Year	\$ 897,671.09
Deductions:	
Operating and Maintenance Costs	\$ 580,989.05
Debt Service	<u>279,715.03</u>
Total Deductions	<u>860,704.08</u>
Excess in Revenue	<u>\$ 36,967.01</u>

A revised Annual Debt Statement should be filed by the Chief Financial Officer.

Note 15: RISK MANAGEMENT

The Borough 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.

New Jersey Unemployment Compensation Insurance - The Borough has elected to fund its New Jersey Unemployment Compensation Insurance under the "Benefit Reimbursement Method". Under this plan, the Borough 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 Borough is billed quarterly for amounts due to the State.

The following is a summary of Borough contributions, reimbursements to the State for benefits paid and the ending balance of the Borough's trust fund for the current and previous two years:

<u>Year</u>	<u>Contributions</u>	<u>Amount Reimbursed</u>	<u>Ending Balance</u>
2017	\$ 30,691.95	\$ 23,161.78	\$ 10,199.00
2016	21,518.10	21,000.00	2,668.83
2015	11,830.19	18,694.16	2,150.73

Joint Insurance Pool - The Borough of Runnemede is a member of the Camden County Municipal Joint Insurance Fund. The Fund provides its members with the following coverage:

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

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

The Borough's agreement with the pool provides that the pool will be self-sustaining through member premiums and will reinsure through the Municipal Excess Liability Joint Insurance Fund for claims in excess of \$50,000.00 to \$200,000.00 based on the line of coverage for each insured event.

The Fund publishes its own financial report for the year ended December 31, 2017, which can be obtained from:

Camden County Municipal Joint Insurance Fund
 Park 80 West, Plaza One
 Saddle Brook, New Jersey 07663

Note 16: CONTINGENCIES

Grantor Agencies - Amounts received or receivable from grantor agencies could be subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Borough expects such amount, if any, to be immaterial.

Litigation - The Borough is a defendant in several legal proceedings that are in various stages of litigation. It is believed that the outcome, or exposure to the Borough, from such litigation is either unknown or potential losses, if any, would not be material to the financial statements.

Note 17: CONCENTRATIONS

The Borough depends on financial resources flowing from, or associated with, both the federal government and the State of New Jersey. As a result of this dependency, the Borough is subject to changes in specific flows of intergovernmental revenues based on modifications to federal and State laws and federal and State appropriations.

Note 18: SUBSEQUENT EVENTS

Authorization of Debt - Subsequent to December 31, the Borough authorized additional bonds and notes as follows:

<u>Purpose</u>	<u>Adoption</u>	<u>Authorization</u>
General Improvements		
Various Capital Improvements and the Acquisition of Various Capital Equipment	06/06/18	\$ 1,619,750.00

SUPPLEMENTAL EXHIBITS

SUPPLEMENTAL EXHIBITS

CURRENT FUND

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Current Cash --Treasurer
For the Year Ended December 31, 2017

	<u>Regular</u>	<u>Federal and State Grant Fund</u>
Balance Dec. 31, 2016	\$ 1,903,770.99	\$ 106,781.76
Increased by Receipts:		
Taxes Receivable	\$ 19,051,755.97	
Tax Title Liens	6,620.76	
Tax Overpayments	20,135.89	
Prepaid Taxes	195,961.20	
Senior Citizens and Veterans Deductions	97,737.76	
Revenue Accounts Receivable	2,041,499.62	
Miscellaneous Revenues not Anticipated	177,684.49	
Due Animal Control Fund	504.49	
Due Trust Fund Other	4,610.56	
Due General Capital Fund		
NJDOT Grant - Elm Ave and Broadway	150,000.00	
Federal and State Grant Fund:		
Federal and State Grant Receivable		\$ 287,516.36
	<u>21,746,510.74</u>	<u>287,516.36</u>
	23,650,281.73	394,298.12
Decreased by Disbursements:		
2017 Appropriations	7,105,581.38	
2016 Appropriation Reserves	155,173.05	
Refund of Tax Overpayments	1,486.87	
County Taxes	4,243,024.17	
Due County for Added Taxes	2,067.99	
Local District School Tax	7,106,167.00	
Regional High School Tax	2,767,883.00	
Due General Capital Fund	19,155.00	110,199.96
Accounts Payable	55,370.65	
Federal and State Grant Fund:		
Federal and State Grants--Appropriated		60,169.32
	<u>21,455,909.11</u>	<u>170,369.28</u>
Balance Dec. 31, 2017	<u><u>\$ 2,194,372.62</u></u>	<u><u>\$ 223,928.84</u></u>

BOROUGH OF RUNNEMEDE
CURRENT FUND
Schedule of Change Funds
As of December 31, 2017

<u>Office</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
Tax Collector/Treasurer	\$ 300.00
Borough Clerk	50.00
Police Records Department	25.00
Municipal Court	25.00
	<hr/>
	\$ 400.00

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Taxes Receivable and Analysis of Property Tax Levy
For the Year Ended December 31, 2017

Year	Balance	2017	Added	<u>Collected</u>		Overpayments	Due from	Cancelled	Transferred	Balance
	<u>Dec. 31, 2016</u>			<u>2016</u>	<u>2017</u>					<u>Dec. 31, 2017</u>
2015	\$ 502.82				\$ 502.82					
2016	279,175.84		\$ 13,350.40		290,308.70			\$ 250.51	\$ 1,454.31	\$ 512.72
	279,678.66		13,350.40		290,811.52			250.51	1,454.31	512.72
2017		\$ 19,343,182.10		\$ 130,734.20	18,760,944.45	\$ 8,503.46	\$ 109,396.58	13,773.36	4,997.38	314,832.67
	<u>\$ 279,678.66</u>	<u>\$ 19,343,182.10</u>	<u>\$ 13,350.40</u>	<u>\$ 130,734.20</u>	<u>\$ 19,051,755.97</u>	<u>\$ 8,503.46</u>	<u>\$ 109,396.58</u>	<u>\$ 14,023.87</u>	<u>\$ 6,451.69</u>	<u>\$ 315,345.39</u>

Analysis of 2017 Property Tax Levy

Tax Yield

General Purpose

\$ 19,337,428.10

Added Taxes (54:4-63.1 et seq.)

5,754.00

\$ 19,343,182.10

Tax Levy

Regional High School Tax

\$ 2,767,883.00

Local District School Tax

7,106,167.00

County Taxes:

County Tax

\$ 4,141,734.29

Open Space Tax

101,289.88

Added Taxes (54:4-63.1 et seq.)

1,264.50

Total County Taxes

4,244,288.67

Local Tax for Municipal Purposes

5,217,932.49

Add: Additional Tax Levied

6,910.94

Local Tax for Municipal Purposes Levied

5,224,843.43

\$ 19,343,182.10

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Tax Title Liens
For the Year Ended December 31, 2017

Balance Dec. 31, 2016		\$	77,119.57
Increased by:			
Transferred from Taxes Receivable	\$	6,451.69	
Interest and Costs on Tax Sale		<u>209.13</u>	
			<u>6,660.82</u>
			83,780.39
Decreased by:			
Collections			<u>6,620.76</u>
Balance Dec. 31, 2017		\$	<u><u>77,159.63</u></u>

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Revenue Accounts Receivable
For the Year Ended December 31, 2017

	<u>Balance</u> <u>Dec. 31, 2016</u>	<u>Accrued</u>	<u>Realized</u>	<u>Balance</u> <u>Dec. 31, 2017</u>	
Miscellaneous Revenue:					
Licenses:					
Alcoholic Beverages		\$ 12,650.00	\$ 12,650.00		
Fees and Permits		126,840.71	126,840.71		
Fines and Costs:					
Municipal Court	\$ 8,729.95	124,301.07	125,311.62	\$ 7,719.40	Dec. 2017
Interest and Costs on Taxes		95,573.45	95,573.45		
Street Opening Fees		16,820.00	16,820.00		
Consolidated Municipal Property Tax Relief Aid		31,681.00	31,681.00		
Energy Receipts Tax		855,498.00	855,498.00		
Interlocal Service Agreement - Triton High School		95,551.00	95,551.00		
Interlocal Service Agreement - NJ DMV - Police S/W		94,085.04	94,085.04		
Cable TV Franchise Fee		39,263.01	39,263.01		
NJ LEA Fees		57,658.17	57,658.17		
EMS Billings		323,652.76	323,652.76		
Hotel Tax		53,914.86	53,914.86		
Rental Income - 2011 Contract		80,000.00	80,000.00		
Rental Income - 2012 Contract		25,000.00	25,000.00		
Payment in Lieu of Taxes		8,000.00	8,000.00		
	<u>\$ 8,729.95</u>	<u>\$ 2,040,489.07</u>	<u>\$ 2,041,499.62</u>	<u>\$ 7,719.40</u>	

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Appropriation Reserves
For the Year Ended December 31, 2017

	Balance December 31, 2016		Balance After Transfer	Paid or Charged	Balanced Lapsed
	<u>Encumbered</u>	<u>Reserved</u>	<u>Transfer</u>	<u>Charged</u>	<u>Lapsed</u>
<u>OPERATIONS - WITHIN "CAPS"</u>					
<u>General Government</u>					
General Administration					
Salaries and Wages		\$ 8.41	\$ 8.41		\$ 8.41
Other Expenses	\$ 4,638.19	730.79	5,368.98	\$ 4,869.48	499.50
Mayor and Council					
Other Expenses		139.18	139.18	139.18	
Municipal Clerk					
Other Expenses		24.68	24.68		24.68
Financial Administration					
Other Expenses	283.00	795.32	1,078.32	283.00	795.32
Audit Services		5,000.00	5,000.00	3,500.00	1,500.00
Collection of Taxes					
Other Expenses		57.93	57.93		57.93
Assessment of Taxes					
Other Expenses	104.50	99.72	204.22	76.50	127.72
Legal Services and Costs					
Other Expenses	849.06	2.60	851.66	537.50	314.16
Engineering Services					
Other Expenses	316.83	4,816.24	5,133.07	1,069.33	4,063.74
Municipal Court					
Other Expenses	642.82		642.82	642.82	
<u>Land Use Administration</u>					
Planning Board					
Other Expenses		565.14	565.14		565.14
<u>Public Safety Functions</u>					
Emergency Medical Services					
Salaries and Wages		35.02	35.02		35.02
Other Expenses	2,534.94	598.14	3,133.08	2,534.94	598.14
Police					
Salaries and Wages		88.43	88.43		88.43
Other Expenses	8,905.21		8,905.21	6,554.46	2,350.75
<u>Public Safety Functions (Cont'd)</u>					
Fire					
Salaries and Wages		171.80	171.80		171.80
Fire Hydrant Service	6,674.80	2.40	6,677.20	6,674.80	2.40
Miscellaneous Other Expenses	3,733.51	10.00	3,743.51	3,704.40	39.11
Municipal Prosecutor					
Salaries and Wages	2,163.30	20.00	2,183.30	2,163.34	19.96
<u>Public Works Functions</u>					
Streets and Roads Maintenance					
Other Expenses	8,049.84	455.98	8,505.82	8,492.83	12.99
Vehicle Maintenance					
Other Expenses	11,166.05	123.44	11,289.49	11,050.20	239.29
Solid Waste Collection					
Other Expenses-Contractual	32,576.91	927.13	33,504.04	33,004.04	500.00
Building and Grounds					
Other Expenses	6,429.60	1.75	6,431.35	6,431.35	

(Continued)

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Appropriation Reserves
For the Year Ended December 31, 2017

	Balance December 31, 2016		Balance After Transfer	Paid or Charged	Balanced Lapsed
	<u>Encumbered</u>	<u>Reserved</u>	<u>Transfer</u>	<u>Charged</u>	<u>Lapsed</u>
<u>Health and Human Services</u>					
Board of Health					
Salaries and Wages		\$ 166.56	\$ 166.56		\$ 166.56
Other Expenses		32.64	32.64		32.64
<u>Park and Recreation Functions</u>					
Recreation					
Salaries and Wages		282.60	282.60		282.60
Other Expenses	\$ 1,007.50	928.53	1,936.03	\$ 1,936.03	
<u>Code Enforcement</u>					
Code Enforcement					
Salaries and Wages		39.17	39.17		39.17
Other Expenses	39.95	57.66	97.61	39.95	57.66
<u>Insurance</u>					
Employee Group Insurance	2,517.60		2,517.60		2,517.60
<u>Other Common Operating Functions</u>					
Celebration of Public Events, Anniversary or Holiday					
Other Expenses	852.00	23.64	875.64	777.00	98.64
Electricity	2,570.05		2,570.05	2,570.05	
Street Lighting	17,092.42		17,092.42	17,092.42	
Natural Gas	99.10	905.27	1,004.37		1,004.37
Telephone	1,529.20	45.76	1,574.96	1,253.11	321.85
Water	202.79		202.79	202.79	
Gasoline	6,374.28	2,000.16	8,374.44	6,374.28	2,000.16
Sewer Treatment	148.00	324.00	472.00		472.00
Landfill/Solid Waste Disposal Costs	25,727.76	1,463.19	27,190.95	27,190.95	
<u>Deferred Charges and Statutory Expenditures</u>					
Social Security System		77.14	77.14		77.14
Defined Contribution Retirement Program		12,500.00	12,500.00	4,954.55	7,545.45
<u>OPERATIONS - EXCLUDED FROM "CAPS"</u>					
Landfill Fees - Recycling Tax	825.06	100.89	925.95	616.05	309.90
Maintenance of Free Public Library	763.64	10,166.03	10,929.67	10,929.67	
Interlocal Municipal Service Agreements:					
NJ DMV - Police S/W	954.84		954.84	954.84	
	<u>\$ 149,772.75</u>	<u>\$ 43,787.34</u>	<u>\$ 193,560.09</u>	<u>\$ 166,619.86</u>	<u>\$ 26,940.23</u>
Disbursements				\$ 155,173.05	
Accounts Payable				11,446.81	
				<u>\$ 166,619.86</u>	

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Reserve for Encumbrances
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	\$ 149,772.77
Increased by:	
Charged to 2017 Appropriations	<u>217,448.10</u>
	367,220.87
Decreased by:	
Transferred to 2016 Appropriation Reserves	<u>149,772.75</u>
Balance Dec. 31, 2017	<u><u>\$ 217,448.12</u></u>

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Deferred Charges N.J.S. 40A:4-55 Special Emergency
For the Year Ended December 31, 2017

<u>Date</u> <u>Authorized</u>	<u>Purpose</u>	<u>Net Amount</u> <u>Authorized</u>	<u>1/5 of</u> <u>Net Amount</u> <u>Authorized</u>	<u>Balance</u> <u>Dec. 31, 2016</u>	<u>Increased</u>	<u>Decreased</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
10/2/2012	Reassessment Program	\$ 120,000.00	\$ 24,000.00	\$ 24,000.00	-	\$ 24,000.00	-
Budget Appropriation						<u>\$ 24,000.00</u>	

Exhibit SA-9

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Deferred Charges
For the Year Ended December 31, 2017

	<u>Balance</u> <u>Dec. 31, 2016</u>	<u>Added in</u> <u>2017</u>	<u>Decreased by</u> <u>Budget</u> <u>Appropriation</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
Emergency Authorizations (40A:4-47)	\$ 185,000.00	-	\$ 185,000.00	-
Budget Appropriation			<u>\$ 185,000.00</u>	

BOROUGH OF RUNNEMEDE
CURRENT FUND

Statement of Due to State of New Jersey Senior Citizens' and Veterans' Deductions CH. 73, P.L. 1976
For the Year Ended December 31, 2017

Balance Dec. 31, 2016		\$ 99,864.47
Increased by:		
Collection		<u>97,737.76</u>
		197,602.23
Decreased by:		
Accrued in 2017:		
Senior Citizens' Deductions per Billings	\$ 35,750.00	
Veterans' Deductions per Billings	<u>73,750.00</u>	
	109,500.00	
Add:		
Veterans' and Senior Citizens' Deductions		
Allowed by Tax Collector -- 2017 Taxes	<u>750.00</u>	
	110,250.00	
Deduct:		
Veterans' and Senior Citizens' Deductions		
Disallowed by Tax Collector -- 2017 Taxes	<u>853.42</u>	
	109,396.58	
Sub-Total -- 2017 Taxes	109,396.58	
Deduct: Deductions Disallowed by		
Tax Collector -- 2016 Taxes	<u>13,350.40</u>	
		<u>96,046.18</u>
Balance Dec. 31, 2017		<u><u>\$ 101,556.05</u></u>

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Prepaid Taxes
For the Year Ended December 31, 2017

Balance Dec. 31, 2016 (2017 Taxes)	\$ 130,734.20
Increased by:	
Collections -- 2018 Taxes	<u>195,961.20</u>
	326,695.40
Decreased by:	
Application to Taxes Receivable	<u>130,734.20</u>
Balance Dec. 31, 2017 (2018 Taxes)	<u><u>\$ 195,961.20</u></u>

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Prepaid County Taxes
For the Year Ended December 31, 2017

<hr/>		
Balance Dec. 31, 2016		\$ 0.11
2017 Tax Levy:		
Increased by:		
Disbursements		<u>4,243,024.17</u>
		4,243,024.28
Decreased by:		
2017 Tax Levy:		
County Tax	\$ 4,141,734.29	
Open Space Tax	<u>101,289.88</u>	
		<u>4,243,024.17</u>
Balance Dec. 31, 2017		<u><u>\$ 0.11</u></u>

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Tax Overpayments
For the Year Ended December 31, 2017

Increased by:		
Overpayments Collected in 2017		\$ 20,135.89
Decreased by:		
Refunded	\$ 1,486.87	
Applied	<u>8,503.46</u>	
		<u>9,990.33</u>
Balance Dec. 31, 2017		<u><u>\$ 10,145.56</u></u>

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Due County for Added and Omitted Taxes
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	
Added Taxes (2016)	\$ 2,067.99
Increased by:	
County Share of 2017 Tax Levy:	
Added Taxes (2017)	<u>1,264.50</u>
	3,332.49
Decreased by:	
Disbursements	<u>2,067.99</u>
Balance Dec. 31, 2017	
Added Taxes (2017)	<u><u>\$ 1,264.50</u></u>

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Prepaid Local District School Tax
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	\$ 1.99
Increased by:	
Payments	<u>7,106,167.00</u>
	7,106,168.99
Decreased by:	
Levy -- Calendar Year	<u>7,106,167.00</u>
Balance Dec. 31, 2017	<u><u>\$ 1.99</u></u>

Exhibit SA-16

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Prepaid Regional High School Tax
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	\$ 29.58
Increased by:	
Payments	<u>2,767,883.00</u>
	2,767,912.58
Decreased by:	
Levy -- Calendar Year	<u>2,767,883.00</u>
Balance Dec. 31, 2017	<u><u>\$ 29.58</u></u>

BOROUGH OF RUNNEMEDE
CURRENT FUND
Statement of Accounts Payable
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	\$ 61,846.52
Increased by:	
Transfer from 2016 Appropriation Reserves	<u>11,446.81</u>
	73,293.33
Decreased by:	
Disbursements	<u>55,370.65</u>
Balance Dec. 31, 2017	<u><u>\$ 17,922.68</u></u>

Exhibit SA-18

BOROUGH OF RUNNEMEDE
CURRENT FUND
Schedule of Due from Bank
As of December 31, 2017

Balance Dec. 31, 2017	<u><u>\$ 3,540.80</u></u>
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BOROUGH OF RUNNEMEDE
FEDERAL AND STATE GRANT FUND
Statement of Federal and State Grants Receivable
For the Year Ended December 31, 2017

<u>Program</u>	<u>Balance Dec. 31, 2016</u>	<u>Accrued</u>	<u>Received</u>	<u>Balance Dec. 31, 2017</u>
Federal Grants:				
Assistance to Firefighters Grant	\$ 32,682.76		\$ 21,099.00	\$ 11,583.76
State Grants:				
New Jersey Transportation Trust Fund:				
Singley, Hirsch, & Third Avenues	0.01			0.01
East 11th Ave	7,415.31			7,415.31
Constitution Avenue	14,591.15			14,591.15
Sustainable Jersey Small Grant		\$ 2,000.00	2,000.00	
S. Oakland Ave	50,250.00		50,250.00	
Elm Ave and Broadway		208,000.00	147,436.13	60,563.87
Bulletproof Vest Partnership Grant	2,942.15			2,942.15
Municipal Alliance Grant	18,955.18		14,700.26	4,254.92
Recycling Tonnage Grant		10,588.54	10,588.54	
Police Domestic Violence Program Grant	3,900.00			3,900.00
Safe and Secure Communities Program	19,653.00	23,144.00	19,600.00	23,197.00
Buckle-up South Jersey	308.04			308.04
Body Armor Grant		1,705.18	1,705.18	
Drunk Driving Enforcement Fund		3,035.74	3,035.74	
Edward Byrne Memorial Justice Assistance Grant	890.45			890.45
Clean Communities Grant	576.18	17,101.51	17,101.51	576.18
Total State Grants	119,481.47	265,574.97	266,417.36	118,639.08
Total Grants	\$ 152,164.23	\$ 265,574.97	\$ 287,516.36	\$ 130,222.84

BOROUGH OF RUNNEMEDE
FEDERAL AND STATE GRANT FUND
Statement of Reserve for Federal and State Grants -- Unappropriated
For the Year Ended December 31, 2017

<u>Program</u>	<u>Balance Dec. 31, 2016</u>	<u>Federal and State Grants Receivable</u>	<u>Realized as Miscellaneous Revenue in 2017 Budget</u>	<u>Balance Dec. 31, 2017</u>
State Grants:				
New Jersey Transportation Trust Fund:				
S. Oakland Ave		\$ 2,000.00	\$ 2,000.00	
Elm Ave and Broadway		208,000.00		\$ 208,000.00
Recycling Tonnage Grant	\$ 8,307.50	10,588.54	8,307.50	10,588.54
Body Armor Grant	1,466.12	1,705.18	3,171.30	
Drunk Driving Enforcement Grant		3,035.74		3,035.74
Safe and Secure Communities Grant		23,144.00	23,144.00	
Clean Communities Grant		17,101.51		17,101.51
		<u>17,101.51</u>	<u>23,144.00</u>	<u>17,101.51</u>
Total State Grants	<u>\$ 9,773.62</u>	<u>\$ 265,574.97</u>	<u>\$ 36,622.80</u>	<u>\$ 238,725.79</u>

BOROUGH OF RUNNEMEDE
FEDERAL AND STATE GRANT FUND
Statement of Reserve for Federal and State Grants -- Appropriated
For the Year Ended December 31, 2017

<u>Program</u>	<u>Balance</u> <u>Dec. 31, 2016</u>		<u>Transferred</u> <u>from 2017</u> <u>Budget</u> <u>Appropriation</u>	<u>Paid or</u> <u>Charged</u>	<u>Encumbered</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
	<u>Encumbered</u>	<u>Reserved</u>				
Federal Grants:						
Assistance to Firefighters' Grant	\$ 20,795.00	\$ 9,195.40		\$ 20,795.00		\$ 9,195.40
State Grants:						
New Jersey Transportation Trust Fund:						
Blackhorse Pike Revitalization - Transportation Enhancement		17,136.92				17,136.92
Read Avenue		8,914.50				8,914.50
S. Oakland Ave	2,164.00				\$ 2,164.00	
Safe and Secure Communities Program			\$ 23,144.00			23,144.00
Drunk Driving Enforcement Grant		3,944.46		2,262.19		1,682.27
Clean Communities Grant	670.54	13,041.41		9,934.13	260.00	3,517.82
Statewide Livable Communities Grant		572.74				572.74
Alcohol Education and Rehabilitation Fund		895.98				895.98
Body Armor Grant		4,125.68	3,171.30	3,519.08		3,777.90
Bulletproof Vest Partnership Grant		650.78				650.78
Municipal Alliance Grant	2,158.92	24,537.37		17,828.62	1,270.60	7,597.07
Municipal Stormwater Regulation Program Grant		1,236.46				1,236.46
Police Domestic Violence Program Grant		3,280.16				3,280.16
Special Purpose Grant		6,193.70				6,193.70
Buckle-up South Jersey		2,236.86				2,236.86
Operations Planning Grant		6.48				6.48
Recycling Tonnage Grant		528.27	8,307.50	5,690.30		3,145.47
Safe Schools and Communities Program		15,000.00				15,000.00
Sustainable Jersey Small Grant		196.33	2,000.00	140.00		2,056.33
Camden County DWI Patrol		600.00				600.00
Edward Byrne Memorial Justice Assistance Grant		890.45				890.45
Total State Grants	4,993.46	103,988.55	36,622.80	39,374.32	3,694.60	102,535.89
Total Grants	\$ 25,788.46	\$ 113,183.95	\$ 36,622.80	\$ 60,169.32	\$ 3,694.60	\$ 111,731.29
Disbursed				\$ 60,169.32		

SUPPLEMENTAL EXHIBITS

TRUST FUND

BOROUGH OF RUNNEMEDE
TRUST FUND
Statement of Cash -- Treasurer
For the Year Ended December 31, 2017

	<u>Animal Control Fund</u>	<u>Community Development Block Grant Fund</u>	<u>Other Funds</u>
Balance Dec. 31, 2016	\$ 26,861.40	\$ 29,248.20	\$ 1,190,526.31
Increased by Receipts:			
Animal Control Fees	\$ 16,767.00		
Registration Fees Due State	870.00		
Miscellaneous Liabilities and Reserves	<u>17,637.00</u>	<u>-</u>	<u>\$ 3,410,512.47</u>
	44,498.40		3,410,512.47
Decreased by Disbursements:			
Expenditures Under R.S.4:19:15.11	20,476.54		
Registration Fees--Due State of New Jersey	870.00		
Due Current Fund:			
Animal Control Fund	504.49		
Miscellaneous Trust Funds			7,673.94
Miscellaneous Liabilities and Reserves	<u>21,851.03</u>	<u>-</u>	<u>3,294,030.85</u>
	22,647.37	29,248.20	3,301,704.79
Balance Dec. 31, 2017	<u>\$ 22,647.37</u>	<u>\$ 29,248.20</u>	<u>\$ 1,299,333.99</u>

BOROUGH OF RUNNEMEDE
ANIMAL CONTROL TRUST FUND
Statement of Reserve for Animal Control Fund Expenditures
For the Year Ended December 31, 2017

Balance Dec. 31, 2016		\$ 26,356.91
Increased by:		
Animal Control License Fees Collected:		
Dog License Fees	\$ 14,450.00	
Cat License Fees	<u>2,317.00</u>	
		<u>16,767.00</u>
		43,123.91
Decreased by:		
Expenditures Under R.S.4:19-15.11 - Cash Disbursements		<u>20,476.54</u>
Balance Dec. 31, 2017		<u><u>\$ 22,647.37</u></u>

License Fees Collected

<u>Year</u>	<u>Amount</u>
2016	\$ 17,916.40
2015	<u>18,917.20</u>
	<u><u>\$ 36,833.60</u></u>

BOROUGH OF RUNNEMEDE
ANIMAL CONTROL TRUST FUND
Statement of Due to Current Fund
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	\$ 504.49
Decreased by:	
Interfund Liquidated	<u>\$ 504.49</u>

Exhibit SB-4

BOROUGH OF RUNNEMEDE
ANIMAL CONTROL TRUST FUND
Statement of Due to State of New Jersey
For the Year Ended December 31, 2017

Increased by:	
State Registration Fees Collected	\$ 870.00
Decreased by:	
Payments	<u>\$ 870.00</u>

BOROUGH OF RUNNEMEDE
COMMUNITY DEVELOPMENT BLOCK GRANT FUND
Statement of Community Development Block Grant Receivable
For the Year Ended December 31, 2017

Balance Dec. 31, 2016		\$ 33,500.00
Increased by:		
Year 38 Supplemental Grants	\$ 150,000.00	
Year 39 Entitlement Grants	<u>33,500.00</u>	
		<u>183,500.00</u>
Balance Dec. 31, 2017		<u><u>\$ 217,000.00</u></u>
<u>Analysis of Balance Dec. 31, 2017</u>		
Year 38 - ADA Compliance - Municipal Building		\$ 33,500.00
Year 38 (Supplemental) - ADA Compliance - Municipal Building		150,000.00
Year 39 - ADA Compliance - Municipal Building		<u>33,500.00</u>
		<u><u>\$ 217,000.00</u></u>

BOROUGH OF RUNNEMEDE
COMMUNITY DEVELOPMENT BLOCK GRANT FUND
Statement of Reserve for Community Development Block Grant
For the Year Ended December 31, 2017

Balance Dec. 31, 2016		\$ 62,748.20
Increased by:		
Year 38 Supplemental Grants	\$ 150,000.00	
Year 39 Entitlement Grants	<u>33,500.00</u>	
		<u>183,500.00</u>
		246,248.20
Decreased by:		
Paid by General Capital Fund		<u>222,962.54</u>
Balance Dec. 31, 2017		<u><u>\$ 23,285.66</u></u>
<u>Analysis of Balance Dec. 31, 2017</u>		
Year 39 - ADA Compliance - Municipal Building		<u><u>\$ 23,285.66</u></u>

Exhibit SB-7

BOROUGH OF RUNNEMEDE
TRUST FUND -- OTHER
Statement of Due to Current Fund
For the Year Ended December 31, 2017

Balance Dec. 31, 2016		\$ 87,296.79
Decreased by:		
Disbursements:		
Paid by Trust Fund -		
Current Fund - 2017 Appropriations	\$ 3,063.38	
Interfund Loans Returned	<u>4,610.56</u>	
		<u>7,673.94</u>
Balance Dec. 31, 2017		<u><u>\$ 79,622.85</u></u>

BOROUGH OF RUNNEMEDE
TRUST FUND -- OTHER
Statement of Changes in Miscellaneous Trust Other Reserves
For the Year Ended December 31, 2017

	Balance Dec. 31, 2016	Increased by Receipts	Decreased by Disbursements	Balance Dec. 31, 2017
Liabilities:				
Due State of New Jersey:				
Marriage License Fees	\$ 400.00			\$ 400.00
DCA Training Fees		\$ 25,630.00	\$ 25,630.00	
Street Opening Deposits	21,187.32			21,187.32
Due Runnemed Sewerage Authority	8,192.76			8,192.76
Deposits - Due to Contractor	2,200.00			2,200.00
Reserve For:				
Uniform Construction Code	52,847.29	139,124.00	101,808.36	90,162.93
New Jersey Unemployment Compensation	2,668.83	30,691.95	23,161.78	10,199.00
Planning Board Escrow	155,109.73	20,725.38	26,564.25	149,270.86
Tax Title Lien Redemption	725,460.11	1,164,258.53	1,071,291.14	818,427.50
Parking Offenses Adjudication Act - POAA	1,047.00	114.00		1,161.00
Special Law Enforcement Fund	2,686.76	1,030.44	168.24	3,548.96
Funds Held in Escrow	30,427.10	7,505.16	2,323.00	35,609.26
Recreation Facility Escrow	900.00			900.00
Forfeited Property	3,547.40			3,547.40
Public Defender Fees	10,107.57	766.00	4,500.00	6,373.57
Payroll Deductions Payable	48,779.55	1,971,510.63	1,981,778.50	38,511.68
Storm Recovery	20,000.00			20,000.00
Uniform Fire Safety	697.18	7,542.00	8,239.18	
Municipal Alliance Contributions	3,352.07			3,352.07
Outside Employment of Municipal Police	20,218.83	38,483.82	43,966.90	14,735.75
Public Events	1,468.94	3,130.56	4,599.50	
	<u>\$ 1,111,298.44</u>	<u>\$ 3,410,512.47</u>	<u>\$ 3,294,030.85</u>	<u>\$ 1,227,780.06</u>

SUPPLEMENTAL EXHIBITS

GENERAL CAPITAL FUND

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
Statement of General Capital Cash
For the Year Ended December 31, 2017

Balance Dec. 31, 2016		\$ 641,687.75
Increased by Receipts:		
Due Current Fund	\$ 19,155.00	
Capital Improvement Fund	25,000.00	
Improvement Authorizations - Refunds	368.50	
Bond Anticipation Notes	2,194,500.00	
Premium on Bond Anticipation Notes	15,384.65	
Due Federal and State Grant Fund	110,199.96	
Due Sewer Utility Capital Fund	74,420.20	
	<u>2,439,028.31</u>	<u>2,439,028.31</u>
		3,080,716.06
Decreased by Disbursements:		
Improvement Authorizations	924,214.35	
Bond Anticipation Notes	1,320,500.00	
Due CDBG Trust Fund	222,962.54	
Due Sewer Operating Fund	46,527.00	
	<u>2,514,203.89</u>	<u>2,514,203.89</u>
Balance Dec. 31, 2017		<u><u>\$ 566,512.17</u></u>

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
 Analysis of General Capital Cash
 For the Year Ended December 31, 2017

		Receipts			Disbursements				
	Balance (Deficit) Dec. 31, 2016	Miscellaneous	Refunds	Bond Anticipation Notes	Improvement Authorizations	Miscellaneous	Transfers		Balance (Deficit) Dec. 31, 2017
							From	To	
Fund Balance	\$ 19.98	\$ 15,384.65							\$ 15,404.63
Capital Improvement Fund	21,200.00	25,000.00					\$ 46,000.00		200.00
New Jersey Transportation Trust Fund - Ord.97-15	(85,280.00)						200,000.00	\$ 150,000.00	(135,280.00)
Due from CDBG							217,000.00		(217,000.00)
Reserve for Encumbrances	334,395.54						334,395.54	838,847.51	838,847.51
Due from CDBG Trust Fund						\$ 222,962.54			(222,962.54)
Due Current Fund	(19,155.00)	19,155.00					150,000.00		(150,000.00)
Due Federal and State Grant Fund	(110,199.96)	110,199.96							
Due Sewer Utility Operating Fund	46,527.00					46,527.00			
Due Sewer Utility Capital Fund	(74,420.20)	74,420.20							
Ordinance									
Number	Improvement Authorizations:								
09-16	Improvements to Buildings and Grounds	2,590.09							2,590.09
10-14	Various Capital Improvements and the Acquisition of Capital Equipment	2,948.38			\$ 2,137.74				810.64
10-15	Various Capital Improvements for Beaver Branch Park	6,145.14							6,145.14
11-9	Various Capital Improvements and the Acquisition of Capital Equipment	11.50					2,502.25	2,490.75	
12-9	Various Capital Improvements at Beaver Branch Park	5,880.82							5,880.82
12-14	Various Capital Improvements and the Acquisition of Capital Equipment	2,496.50	\$ 368.50					1,085.75	3,950.75
13-19	Various Capital Improvements and the Acquisition of Capital Equipment	13,826.57			11,671.90			3,539.25	5,693.92
14-10	Acquisition of a Fire Truck	227.36							227.36
14-23	Various Capital Improvements and the Acquisition of Capital Equipment	26,137.10			19,593.98			2,676.33	9,219.45
16-05	Various Capital Improvements and the Acquisition of Capital Equipment	468,336.93			525,188.66		90,369.65	324,603.46	177,382.08
17-07	Various Capital Improvements and the Acquisition of Capital Equipment			\$ 874,000.00	365,622.07		745,975.61	463,000.00	225,402.32
	\$ 641,687.75	\$ 244,159.81	\$ 368.50	\$ 874,000.00	\$ 924,214.35	\$ 269,489.54	\$ 1,786,243.05	\$ 1,786,243.05	\$ 566,512.17

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
Statement of Deferred Charges to Future Taxation--Funded
For the Year Ended December 31, 2017

Balance Dec. 31, 2016		\$ 5,708,179.82
Decreased by:		
Budget Appropriation to Pay Serial Bonds	\$ 453,000.00	
Budget Appropriation to Pay Green Acres Loan	<u>22,057.74</u>	
		<u>475,057.74</u>
Balance Dec. 31, 2017		<u><u>\$ 5,233,122.08</u></u>

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
Statement of Deferred Charges to Future Taxation--Unfunded
For the Year Ended December 31, 2017

Ordinance Number	Improvement Description	Date of Ordinance	Balance Dec. 31, 2016	Increased by		Balance Dec. 31, 2017	Analysis of Balance Dec. 31, 2017		
				2017 Authorizations			Financed by Bond Anticipation Notes	Expenditures	Unexpended Improvement Authorizations
08-14	Various Capital Improvements and the Acquisition of Capital Equipment	7/1/2008	\$ 500.00			\$ 500.00			\$ 500.00
14-10	Acquisition of a Fire Truck	4/1/2014	250.00			250.00			250.00
16-05	Various Capital Improvements and the Acquisition of Capital Equipment	6/8/2016	1,320,500.00			1,320,500.00	\$ 1,320,500.00		
17-07	Various Capital Improvements and the Acquisition of Capital Equipment	6/27/2017		\$ 874,000.00		874,000.00	874,000.00		
			<u>\$ 1,321,250.00</u>	<u>\$ 874,000.00</u>		<u>\$ 2,195,250.00</u>	<u>\$ 2,194,500.00</u>	<u>-</u>	<u>\$ 750.00</u>
						Improvement Authorizations - Unfunded			\$ 211,550.75
						Less: Unexpended Proceeds of BAN Issued:			
						Ord. 16-05	\$ 177,382.08		
						Ord. 17-07	33,418.67		
									<u>210,800.75</u>
									<u>\$ 750.00</u>

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND

Statement of State Aid Receivable--New Jersey Transportation Trust Fund Authority Act
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	\$ 185,065.50
Increased by:	
2017 Award - Ord. 17-07	<u>200,000.00</u>
Decreased by:	
Due Current Fund - Collections	<u>150,000.00</u>
Balance Dec. 31, 2017	<u><u>\$ 235,065.50</u></u>
<u>Analysis of Balance</u>	Balance <u>Dec. 31, 2017</u>
Ord. 95-3; 96-13 - Reconstruction of Hirsch Avenue (Reserved Balance)	\$ 99,785.50
Ord. 97-15 - Reconstruction of Central Avenue (Unreserved Balance)	85,280.00
Ord. 17-07 - Reconstruction of South Oakland Ave and Washington Ave Phase II (Unreserved Balance)	<u>50,000.00</u>
	<u><u>\$ 235,065.50</u></u>

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
Statement of Due from Current Fund
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	\$ 19,155.00
Increased by:	
Collections made by Current Fund --	
NJDOT Grant - Elm Ave and Broadway	<u>150,000.00</u>
	169,155.00
Decreased by:	
Receipts	<u>19,155.00</u>
Balance Dec. 31, 2017	<u><u>\$ 150,000.00</u></u>

Exhibit SC-7

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
Statement of Due from Federal and State Grant Fund
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	\$ 110,199.96
Decreased by:	
Receipts	<u><u>\$ 110,199.96</u></u>

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
Statement of Capital Improvement Fund
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	\$ 21,200.00
Increased by:	
2017 Budget Appropriation	<u>25,000.00</u>
	46,200.00
Decreased by:	
Appropriated to Finance Improvement Authorizations	<u>46,000.00</u>
Balance Dec. 31, 2017	<u><u>\$ 200.00</u></u>

Exhibit SC-9

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
Statement of Due from CDBG Trust Fund
For the Year Ended December 31, 2017

Increased by:	
Disbursements - Community Development Block Grant	\$ 222,962.54
Balance Dec. 31, 2017	<u><u>\$ 222,962.54</u></u>

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
Statement of Improvement Authorizations
For the Year Ended December 31, 2017

Ordinance Number	Improvement Description	Ordinance Date	Balance Dec. 31, 2016		Funding Sources	2017 Authorizations		Transfer from Reserve for Encumbrances	Refunds	Paid or Charged	Balance Dec. 31, 2017	
			Funded	Unfunded		Deferred Charges to Future Taxation Unfunded					Funded	Unfunded
08-14	Various Capital Improvements and the Acquisition of Capital Equipment	07/01/2008	\$ 2,590.09	\$ 500.00							\$ 2,590.09	\$ 500.00
10-14	Various Capital Improvements and the Acquisition of Capital Equipment	12/07/2010	2,948.38							\$ 2,137.74	810.64	
10-15	Various Capital Improvements for Beaver Branch Park	12/07/2010	6,145.14								6,145.14	
11-09	Various Capital Improvements and the Acquisition of Capital Equipment	12/09/2011	11.50					\$ 2,490.75		2,502.25		
12-09	Various Capital Improvements at Beaver Branch Park	10/02/2012	5,880.82								5,880.82	
12-14	Various Capital Improvements and the Acquisition of Capital Equipment	12/04/2012	2,496.50					1,085.75	\$ 368.50		3,950.75	
13-19	Various Capital Improvements and the Acquisition of Capital Equipment	10/01/2013	13,826.57					3,539.25		11,671.90	5,693.92	
14-10	Acquisition of a Fire Truck	04/01/2014	227.36	250.00							227.36	250.00
14-23	Various Capital Improvements and the Acquisition of Capital Equipment	12/02/2014	26,137.10					2,676.33		19,593.98	9,219.45	
16-05	Various Capital Improvements and the Acquisition of Capital Equipment	06/08/2016		468,336.93				324,603.46		615,558.31		177,382.08
17-07	Various Capital Improvements and the Acquisition of Capital Equipment	06/27/2017			\$ 463,000.00	\$ 874,000.00				1,303,581.33		33,418.67
			<u>\$ 60,263.46</u>	<u>\$ 469,086.93</u>	<u>\$ 463,000.00</u>	<u>\$ 874,000.00</u>	<u>\$ 334,395.54</u>	<u>\$ 368.50</u>	<u>\$ 1,955,045.51</u>	<u>\$ 34,518.17</u>	<u>\$ 211,550.75</u>	
	Capital Improvement Fund				\$ 46,000.00							
	Due from NJ Transportation Trust Fund				200,000.00							
	Due from CDBG Fund				217,000.00							
					<u>\$ 463,000.00</u>							
	Disbursed									\$ 924,214.35		
	Contracts Payable									191,983.65		
	Encumbered									838,847.51		
										<u>\$ 1,955,045.51</u>		

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
Statement of Green Acres Loan Payable
For the Year Ended December 31, 2017

<u>Purpose</u>	<u>Loan Amount</u>	<u>Date of Loan</u>	<u>Maturities of Loans Outstanding Dec. 31, 2017</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2016</u>	<u>Paid by Budget Appropriation</u>	<u>Balance Dec. 31, 2017</u>
			<u>Date</u>	<u>Amount</u>				
Beaver Branch Park Project	\$ 500,000.00	7/21/2014	04/24/18	\$ 11,194.58	2.00%			
			10/24/18	11,306.52	2.00%			
			04/24/19	11,419.59	2.00%			
			10/24/19	11,533.78	2.00%			
			04/24/20	11,649.12	2.00%			
			10/24/20	11,765.61	2.00%			
			04/24/21	11,883.27	2.00%			
			10/24/21	12,002.10	2.00%			
			04/24/22	12,122.12	2.00%			
			10/24/22	12,243.34	2.00%			
			04/24/23	12,365.78	2.00%			
			10/24/23	12,489.43	2.00%			
			04/24/24	12,614.33	2.00%			
			10/24/24	12,740.47	2.00%			
			04/24/25	12,867.88	2.00%			
			10/24/25	12,996.56	2.00%			
			04/24/26	13,126.52	2.00%			
			10/24/26	13,257.79	2.00%			
			04/24/27	13,390.36	2.00%			
			10/24/27	13,524.27	2.00%			
			04/24/28	13,659.51	2.00%			
			10/24/28	13,796.11	2.00%			
			04/24/29	13,934.07	2.00%			
			10/24/29	14,073.41	2.00%			
			04/24/30	14,214.14	2.00%			
			10/24/30	14,356.28	2.00%			
			04/24/31	14,499.85	2.00%			
			10/24/31	14,644.84	2.00%			
			04/23/32	14,791.29	2.00%			
			10/23/32	14,939.21	2.00%			
			04/24/33	15,088.60	2.00%			
			10/24/33	15,239.48	2.00%			
			04/24/34	15,391.87	2.00%	\$ 457,179.82	\$ 22,057.74	\$ 435,122.08
						<u>\$ 457,179.82</u>	<u>\$ 22,057.74</u>	<u>\$ 435,122.08</u>

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
Statement of Bond Anticipation Notes
For the Year Ended December 31, 2017

<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Date of Issue of Original Notes</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rate</u>	<u>Balance Dec. 31, 2016</u>	<u>Increased</u>	<u>Decreased</u>	<u>Balance Dec. 31, 2017</u>
16-05	Various Capital Improvements and the Acquisition of Capital Equipment	12/29/16	12/29/16 11/14/17	11/15/17 11/13/18	1.20% 2.25%	\$ 1,320,500.00	\$ 1,320,500.00	\$ 1,320,500.00	\$ 1,320,500.00
17-07	Various Capital Improvements and the Acquisition of Capital Equipment	11/14/17	11/14/17	11/13/18	2.25%		874,000.00		874,000.00
						<u>\$ 1,320,500.00</u>	<u>\$ 2,194,500.00</u>	<u>\$ 1,320,500.00</u>	<u>\$ 2,194,500.00</u>
							\$ 1,320,500.00	\$ 1,320,500.00	
							874,000.00		
							<u>\$ 2,194,500.00</u>	<u>\$ 1,320,500.00</u>	

Renewals
Issued for Cash

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
Statement of General Serial Bonds
For the Year Ended December 31, 2017

<u>Purpose</u>	<u>Date of Issue</u>	<u>Original Amount</u>	<u>Maturity of Bonds Outstanding Dec. 31, 2017</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2016</u>	<u>Paid by Budget Appropriation</u>	<u>Balance Dec. 31, 2017</u>
			<u>Date</u>	<u>Amount</u>				
General Bonds of 2008	7/24/2008	\$ 1,503,000.00	08/01/18	\$ 188,000.00	4.750%	\$ 376,000.00	\$ 188,000.00	\$ 188,000.00
General Bonds of 2015	11/24/2015	5,060,000.00	11/15/18	270,000.00	2.000%			
			11/15/19	275,000.00	2.000%			
			11/15/20	280,000.00	2.000%			
			11/15/21	295,000.00	2.000%			
			11/15/22	300,000.00	2.000%			
			11/15/23	305,000.00	3.000%			
			11/15/24	340,000.00	3.000%			
			11/15/25-26	355,000.00	3.000%			
			11/15/27	360,000.00	3.000%			
			11/15/28	365,000.00	3.000%			
			11/15/29	370,000.00	3.000%			
			11/15/30	370,000.00	3.125%			
			11/15/31	370,000.00	3.250%			
						<u>4,875,000.00</u>	<u>265,000.00</u>	<u>4,610,000.00</u>
						<u>\$ 5,251,000.00</u>	<u>\$ 453,000.00</u>	<u>\$ 4,798,000.00</u>

BOROUGH OF RUNNEMEDE
GENERAL CAPITAL FUND
Statement of General Bonds and Notes Authorized But Not Issued
For the Year Ended December 31, 2017

<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Balance Dec. 31, 2016</u>	<u>Increased by 2017 Authorizations</u>	<u>Decreased by Notes Issued</u>	<u>Balance Dec. 31, 2017</u>
08-14	Various Capital Improvements and the Acquisition of Capital Equipment	\$ 500.00			\$ 500.00
14-10	Acquisition of a Fire Truck	250.00			250.00
17-07	Various Capital Improvements and the Acquisition of Capital Equipment		\$ 874,000.00	\$ 874,000.00	
		<u>\$ 750.00</u>	<u>\$ 874,000.00</u>	<u>\$ 874,000.00</u>	<u>\$ 750.00</u>

SUPPLEMENTAL EXHIBITS

SEWER UTILITY FUND

BOROUGH OF RUNNEMEDE
SEWER UTILITY FUND
Statement of Sewer Utility Cash -- Treasurer
For the Year Ended December 31, 2017

	<u>Operating</u>	<u>Capital</u>
Balance Dec. 31, 2016	\$ 246,778.64	\$ 1,093,393.54
Increased by Receipts:		
Rents Receivable	\$ 777,751.99	
Refunds of Current Year Appropriations	9,858.73	
Miscellaneous Revenue	21,919.10	
Premium on Bond Anticipation Notes		\$ 10,866.35
Due General Capital Fund	<u>46,527.00</u>	
	<u>856,056.82</u>	<u>10,866.35</u>
	1,102,835.46	1,104,259.89
Decreased by Disbursements:		
2017 Budget Appropriations	786,849.71	
Appropriation Reserves	11,103.95	
Accrued Interest on Bonds and Loans	70,546.66	
Due General Capital Fund		74,420.20
Improvement Authorizations	<u> </u>	<u>877,511.57</u>
	<u>868,500.32</u>	<u>951,931.77</u>
Balance Dec. 31, 2017	<u><u>\$ 234,335.14</u></u>	<u><u>\$ 152,328.12</u></u>

BOROUGH OF RUNNEMEDE
SEWER UTILITY CAPITAL FUND
 Analysis of Sewer Capital Cash
 For the Year Ended December 31, 2017

		Receipts	Disbursements		Transfers		
			Improvement				
		Balance	Authorizations	Miscellaneous	From	To	Balance
		(Deficit)					(Deficit)
		<u>Dec. 31, 2016</u>	<u>Miscellaneous</u>	<u>Miscellaneous</u>			<u>Dec. 31, 2017</u>
Capital Fund Balance							
Capital Improvement Fund		\$ 5,000.00					\$ 10,866.35
Due Sewer Utility Operating Fund						\$ 4,391.66	5,000.00
Due from NJEIT Loan Receivable		(234,328.00)					4,391.66
Due from General Capital Fund		74,420.20		\$ 74,420.20			(234,328.00)
Contracts Payable						85,432.93	
Reserve for Encumbrances		206,823.36			\$ 206,823.36	1,700.00	85,432.93
							1,700.00
Improvement Authorizations:							
Ordinance Number							
08-07	Replacement and/or Upgrading of Pump Stations and Improvements to the Storm Water Gutter Line	263,780.39					263,780.39
12-10	Acquisition of Sewer Utility Equipment	894.80					894.80
15-09	Various Capital Improvements	<u>776,802.79</u>	<u>\$ 877,511.57</u>		<u>91,524.59</u>	<u>206,823.36</u>	<u>14,589.99</u>
		<u>\$ 1,093,393.54</u>	<u>\$ 877,511.57</u>	<u>\$ 74,420.20</u>	<u>\$ 298,347.95</u>	<u>\$ 298,347.95</u>	<u>\$ 152,328.12</u>

BOROUGH OF RUNNEMEDE
SEWER UTILITY OPERATING FUND
Statement of Sewer Rents Receivable
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	\$ 53,701.33
Increased by:	
Sewer Rents Levied	<u>779,121.54</u>
	832,822.87
Decreased by:	
Collections	<u>777,751.99</u>
Balance Dec. 31, 2017	<u><u>\$ 55,070.88</u></u>

BOROUGH OF RUNNEMEDE
SEWER UTILITY OPERATING FUND
Statement of Appropriation Reserves
For the Year Ended December 31, 2017

	<u>Balance Dec. 31, 2016</u>		<u>Balance</u>	<u>Paid or</u>	<u>Lapsed</u>
	<u>Encumbered</u>	<u>Reserved</u>	<u>After</u>	<u>Charged</u>	<u>to Fund</u>
			<u>Transfers</u>		<u>Balance</u>
Operations:					
Salaries and Wages		\$ 1,116.99	\$ 1,116.99		\$ 1,116.99
Other Expenses	\$ 13,625.43	772.95	14,398.38	\$ 13,335.95	1,062.43
Statutory Expenditures:					
Disability		764.58	764.58		764.58
Unemployment Compensation Insurance		2,000.00	2,000.00	2,000.00	
Social Security System		920.73	920.73		920.73
	<u>\$ 13,625.43</u>	<u>\$ 5,575.25</u>	<u>\$ 19,200.68</u>	<u>\$ 15,335.95</u>	<u>\$ 3,864.73</u>
			Disbursed	\$ 11,103.95	
			Accounts Payable	4,232.00	
				<u>\$ 15,335.95</u>	

BOROUGH OF RUNNEMEDE
SEWER UTILITY CAPITAL FUND
Schedule of Fixed Capital
As of December 31, 2017

<u>Account</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
Costs Associated with Sanitary Sewer System	\$ <u><u>3,730,058.49</u></u>

BOROUGH OF RUNNEMEDE
SEWER UTILITY OPERATING FUND
Statement of Accrued Interest on Bonds and Loans
For the Year Ended December 31, 2017

Balance Dec. 31, 2016				\$	22,690.17
Increased by:					
Charged to Budget Appropriation:					
Interest on Bonds and Loans	\$	51,924.08			
Interest on Notes		<u>16,585.00</u>			
			\$	68,509.08	
Interest Charged to Improvement Authorizations				<u>4,391.66</u>	
					<u>72,900.74</u>
					95,590.91
Decreased by:					
Disbursed					<u>70,546.66</u>
Balance Dec. 31, 2017				\$	<u><u>25,044.25</u></u>

Analysis of Accrued Interest Dec. 31, 2017

Principal Outstanding Dec. 31, 2017	Interest Rate	From	To	Period	Amount
NJEIT Infrastructure Loans:					
\$ 70,000.00	various	08/01/17	12/31/17	153 days	\$ 1,695.75
140,000.00	various	08/01/17	12/31/17	153 days	2,805.00
705,000.00	various	08/01/17	12/31/17	153 days	15,533.75
Serial Bonds					
12,000.00	various	08/01/17	12/31/17	153 days	242.25
45,000.00	various	11/15/17	12/31/17	47 days	117.50
Bond Anticipation Notes (Capital)					
1,550,000.00	2.25%	11/14/17	12/31/17	48 days	<u>4,650.00</u>
					<u>\$ 25,044.25</u>

BOROUGH OF RUNNEMEDE
SEWER UTILITY CAPITAL FUND
Statement of Reserve for Amortization
For the Year Ended December 31, 2017

Balance Dec. 31, 2016			\$	3,948,056.83
Increased by:				
Paid by Sewer Utility Operating Fund:				
Loans Payable	\$	184,205.95		
Serial Bonds		<u>27,000.00</u>		
				<u>211,205.95</u>
Balance Dec. 31, 2017			\$	<u><u>4,159,262.78</u></u>

BOROUGH OF RUNNEMEDE
SEWER UTILITY CAPITAL FUND
Statement of Loans Payable
For the Year Ended December 31, 2017

<u>Purpose</u>	<u>Loan Amount</u>	<u>Date of Loan</u>	<u>Maturities of Loans Outstanding Dec. 31, 2017</u>		<u>Interest Rate</u>	<u>Balance</u>	<u>Paid by</u>	<u>Balance</u>
			<u>Date</u>	<u>Amount</u>		<u>Dec. 31, 2016</u>	<u>Budget Appropriation</u>	<u>Dec. 31, 2017</u>
N.J. Environmental Infrastructure Trust Loan	\$ 445,000.00	11/04/99	08/01/18-19	\$ 35,000.00	5.70%	\$ 100,000.00	\$ 30,000.00	\$ 70,000.00
N.J. Environmental Infrastructure Fund Loan	443,403.00	11/04/99	(1)	(1)	Nil	66,478.17	21,165.32	45,312.85
N.J. Environmental Infrastructure Trust Loan	350,000.00	11/05/03	08/01/18	20,000.00	4.25%			
			08/01/19	20,000.00	5.00%			
			08/01/20	25,000.00	5.00%			
			08/01/21	25,000.00	4.50%			
			08/01/22-23	25,000.00	4.75%	160,000.00	20,000.00	140,000.00
N.J. Environmental Infrastructure Fund Loan	333,703.00	11/05/03	(1)	(1)	Nil	117,347.82	16,805.73	100,542.09
N.J. Environmental Infrastructure Trust Loan	1,025,000.00	11/06/08	08/01/18	50,000.00	5.00%			
			08/01/19	55,000.00	5.25%			
			08/01/20-21	55,000.00	5.50%			
			08/01/22	60,000.00	5.50%			
			08/01/23	65,000.00	5.50%			
			08/01/24	65,000.00	5.00%			
			08/01/25-26	75,000.00	5.00%			
			08/01/27-28	80,000.00	5.00%	750,000.00	45,000.00	705,000.00
N.J. Environmental Infrastructure Fund Loan	1,022,000.00	11/06/08	(1)	(1)	Nil	394,847.67	51,234.90	343,612.77
						<u>\$ 1,588,673.66</u>	<u>\$ 184,205.95</u>	<u>\$ 1,404,467.71</u>

(1) Semiannual Principal Payments due February 1 and August 1.

BOROUGH OF RUNNEMEDE
SEWER UTILITY CAPITAL FUND
Statement of Serial Bonds Payable
For the Year Ended December 31, 2017

<u>Purpose</u>	<u>Date of Issue</u>	<u>Original Issue</u>	<u>Maturity of Bonds Outstanding Dec. 31, 2017</u>		<u>Interest Rate</u>	<u>Balance</u>	<u>Paid by</u>	<u>Balance</u>
			<u>Date</u>	<u>Amount</u>		<u>Dec. 31, 2016</u>	<u>Budget Appropriation</u>	<u>Dec. 31, 2017</u>
General Obligation Bonds, Series 2008	07/24/08	\$ 95,000.00	08/01/18	\$ 12,000.00	4.750%	\$ 24,000.00	\$ 12,000.00	\$ 12,000.00
General Obligation Bonds, Series 2015	11/12/15	75,000.00	11/15/18-20	15,000.00	2.000%	60,000.00	15,000.00	45,000.00
						<u>\$ 84,000.00</u>	<u>\$ 27,000.00</u>	<u>\$ 57,000.00</u>

BOROUGH OF RUNNEMEDE
SEWER UTILITY CAPITAL FUND
Statement of Improvement Authorizations
For the Year Ended December 31, 2017

<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Date</u>	<u>Ordinance Amount</u>	<u>Balance Dec. 31, 2016</u>		<u>Transfer from Reserve for Encumbrances</u>	<u>Paid or Charged</u>	<u>Balance Dec. 31, 2017</u>	
				<u>Funded</u>	<u>Unfunded</u>			<u>Funded</u>	<u>Unfunded</u>
08-07	Replacement and/or Upgrading of Pump Stations and Improvements to the Storm Water Gutter Line	05/06/08	\$ 2,200,000.00	\$ 263,780.39	\$ 384,328.00			\$ 263,780.39	\$ 384,328.00
12-10	Acquisition of Sewer Utility Equipment	10/02/12	75,000.00	894.80				894.80	
15-09	Various Capital Improvements	06/03/15	1,550,000.00		776,802.79	\$ 206,823.36	\$ 969,036.16		14,589.99
				<u>\$ 264,675.19</u>	<u>\$ 1,161,130.79</u>	<u>\$ 206,823.36</u>	<u>\$ 969,036.16</u>	<u>\$ 264,675.19</u>	<u>\$ 398,917.99</u>
	Disbursements						\$ 877,511.57		
	Due Sewer Utility Operating						4,391.66		
	Encumbered						1,700.00		
	Contracts Payable						85,432.93		
							<u>\$ 969,036.16</u>		

BOROUGH OF RUNNEMEDE
SEWER CAPITAL FUND
Statement of Due Sewer Utility Operating Fund
For the Year Ended December 31, 2017

Increased by:	
Statement of Improvement Authorizations - Paid or Charged	<u>\$ 4,391.66</u>
Balance Dec. 31, 2017	<u><u>\$ 4,391.66</u></u>

BOROUGH OF RUNNEMEDE
SEWER UTILITY OPERATING FUND
Statement of Accounts Payable
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	\$ 9,878.94
Increased by:	
Transferred from 2016 Budget Appropriation Reserves	<u>4,232.00</u>
Balance Dec. 31, 2017	<u><u>\$ 14,110.94</u></u>

Exhibit SD-13

BOROUGH OF RUNNEMEDE
SEWER UTILITY OPERATING FUND
Statement of Due from General Capital Fund
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	\$ 46,527.00
Decreased by:	
Receipts	<u><u>\$ 46,527.00</u></u>

BOROUGH OF RUNNEMEDE
SEWER UTILITY CAPITAL FUND
Schedule of NJEIT Loan Receivable
As of December 31, 2017

Balance Dec. 31, 2017	\$ 234,328.00
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Exhibit SD-15

BOROUGH OF RUNNEMEDE
SEWER UTILITY CAPITAL FUND
Statement of Due to General Capital Fund
For the Year Ended December 31, 2017

Balance Dec. 31, 2016	\$ 74,420.20
Decreased by:	
Disbursements	\$ 74,420.20

BOROUGH OF RUNNEMEDE
SEWER UTILITY CAPITAL FUND
Schedule of Fixed Capital Authorized and Uncompleted
As of December 31, 2017

<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Date</u>	<u>Ordinance Amount</u>	<u>Balance Dec. 31, 2017</u>
08-07	Replacement and/or Upgrading of Pump Stations and Improvements to the Storm Water Gutter Line	05/06/08	\$ 2,200,000.00	\$ 2,200,000.00
12-10	Acquisition of Sewer Utility Equipment	10/02/2012	75,000.00	75,000.00
15-09	Various Capital Improvements	06/03/15	1,550,000.00	<u>1,550,000.00</u>
				<u>\$ 3,825,000.00</u>

<u>Ordinance Number</u>	<u>Improvement Description</u>	Date of Issue of Original Notes	Date of <u>Issue</u>	Date of <u>Maturity</u>	Interest <u>Rate</u>	Balance <u>Dec. 31, 2016</u>	<u>Increased</u>	<u>Decreased</u>	Balance <u>Dec. 31, 2017</u>
15-09	Various Capital Improvements	12/29/16	12/29/16	11/15/17	1.20%	\$ 1,550,000.00		\$ 1,550,000.00	
			11/14/17	11/13/18	2.25%		\$ 1,550,000.00		\$ 1,550,000.00
						<u>\$ 1,550,000.00</u>	<u>\$ 1,550,000.00</u>	<u>\$ 1,550,000.00</u>	<u>\$ 1,550,000.00</u>
				Renewals			<u>\$ 1,550,000.00</u>	<u>\$ 1,550,000.00</u>	

BOROUGH OF RUNNEMEDE
SEWER UTILITY CAPITAL FUND
Schedule of Sewer Bonds and Notes Authorized But Not Issued
As of December 31, 2017

<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Balance Dec. 31, 2017</u>
08-07	Replacement and/or Upgrading of Pump Stations and Improvements to the Storm Water Gutter Line	<u>\$ 384,328.00</u>

PART II

SCHEDULE OF FINDINGS AND RECOMMENDATIONS

FOR THE YEAR ENDED DECEMBER 31, 2017

BOROUGH OF RUNNEMEDE
Schedule of Findings and Recommendations
For the Year Ended December 31, 2017

Schedule of Financial Statement Findings

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

None.

BOROUGH OF RUNNEMEDE
Summary Schedule of Prior Year Audit Findings
and Recommendations as Prepared by Management

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

FINANCIAL STATEMENT FINDINGS

Finding No. 2016-001

Condition

Various subsidiary records to support the balances recorded in the financial statements and notes to the financial statements were not prepared on a timely basis.

Current Status

This condition has been resolved.

BOROUGH OF RUNNEMEDE
 Officials in Office and Surety Bonds

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

<u>Name</u>	<u>Title</u>	<u>Amount of Surety Bond</u>
Nick Kappatos	Mayor	(A)
Patricia Tartaglia Passio	President of Council	(A)
Robert Farrell	Member of Council	(A)
Eleanor Kelly	Member of Council	(A)
Craig Laubenstein	Member of Council	(A)
John Ranieri	Member of Council	(A)
Michael Root	Member of Council	(A)
Richard E. Wright, Jr.	Chief Financial Officer, Business Administrator (Jan. – March)	(A)
Robert Law	Chief Financial Officer, Business Administrator (April – November)	(A)
James D'Auria	Chief Financial Officer, Business Administrator (Dec.)	(A)
Greg Anderson	Treasurer	
Joyce Pinto	Tax Collector, Borough Clerk, Officer for Searches for Municipal Improvements, Registrar of Vital Statistics	(A)
Nicholas Trabosh, Esq.	Judge of the Municipal Court	(A)
Catherine Lawson	Municipal Court Administrator	(A)
Paul Dailey	Chief of Police	(A)
Christopher Mecca	Construction Code Official	(A)
Leonard J. Wood, Esq.	Solicitor	
Bach Associates, PC	Engineer	

(A) These officials were covered by the Camden County Joint Insurance Fund for \$50,000.00. Amounts in excess of \$50,000.00 are covered under the Municipal Excess Liability Joint Insurance Fund to \$950,000.00 less the amount of individual bond coverage where applicable.

APPRECIATION

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

Respectfully submitted,

BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants

A handwritten signature in black ink, reading "Michael D. Cesaro". The signature is fluid and cursive, with a long horizontal stroke at the end.

Michael D. Cesaro
Certified Public Accountant
Registered Municipal Accountant

