BOROUGH OF BROOKLAWN

COUNTY OF CAMDEN

REPORT OF AUDIT

FOR THE YEAR 2013

BOWMAN & COMPANY LLP
CERTIFIED PUBLIC ACCOUNTANTS & CONSULTANTS

75 YEARS OF SERVICE
— 1939-2014 —

15000

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BOROUGH OF BROOKLAWN

PART I

REPORT OF AUDIT OF FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2013

INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and
Members of the Borough Council
Borough of Brooklawn
Brooklawn, New Jersey 08030

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 Brooklawn, in the County of Camden, State of New Jersey, as of December 31, 2013 and 2012, and the related statements of operations and changes in fund balance - regulatory basis for the years then ended, and the related statement of revenues - regulatory basis, statement of expenditures - regulatory basis, and statement of general fixed assets group of accounts for the year ended December 31, 2013 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. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the 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 entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

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

As described in Note 1 of the financial statements, the financial statements are prepared by the 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 U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Borough of Brooklawn, in the County of Camden, State of New Jersey, as of December 31, 2013 and 2012, 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 Brooklawn, in the County of Camden, State of New Jersey, as of December 31, 2013 and 2012, and the results of its operations and changes in fund balance - regulatory basis of such funds for the years then ended, and the revenues - regulatory basis, expenditures - regulatory basis of the various funds, and general fixed assets, for the year ended December 31, 2013 in conformity with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, as described in Note 1.

Other Information

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

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

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Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 27, 2014 on our consideration of the Borough of Brooklawn'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 Brooklawn's internal control over financial reporting.

Respectfully submitted,

Bowman & Company LLP

BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants

Kirk N. Applegate

Kirk N. Applegate
Certified Public Accountant
Registered Municipal Accountant

Voorhees, New Jersey
March 27, 2014

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 Brooklawn
Brooklawn, New Jersey 08030

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 Brooklawn, in the County of Camden, State of New Jersey, as of and for the year ended December 31, 2013, and the related notes to the financial statements, which collectively comprise the Borough's basic financial statements, and have issued our report thereon dated March 27, 2014. That report indicated that the Borough of Brooklawn'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 Brooklawn'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's internal control. Accordingly, we do not express an opinion on the effectiveness of Borough of Brooklawn'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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. 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. We did identify one deficiency in internal control, described in the accompanying Schedule of Findings and Recommendations as finding no. 2013-1 that we consider to be a significant deficiency.

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Compliance and Other Matters

As part of obtaining reasonable assurance about whether Borough of Brooklawn'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 an instance of noncompliance or other matters that is required to be reported under *Government Auditing Standards* or audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and which is described in the accompanying Schedule of Findings and Recommendations as finding no. 2013-1.

The Borough of Brooklawn's Response to Findings

The Borough of Brooklawn's response to the finding identified in our audit is described in the accompanying Schedule of Findings and Recommendations. The Borough's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

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 Borough'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

BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants

Kirk N. Applegate

Kirk N. Applegate
Certified Public Accountant
Registered Municipal Accountant

Voorhees, New Jersey
March 27, 2014

Exhibit A

BOROUGH OF BROOKLAWN
CURRENT FUND
Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis
As of December 31, 2013 and 2012

	Ref.	2013	2012
ASSETS			
Regular Fund:			
Cash--Treasurer	SA-1	$ 897,015.93	$ 881,836.54
Cash--Change Funds	SA-2	240.00	240.00
		897,255.93	882,076.54
Receivables and Other Assets with Full Reserves:			
Delinquent Property Taxes Receivable	SA-3	83,342.09	132,217.49
Tax Title Liens Receivable	SA-4	48,213.36	43,197.25
Property Acquired for Taxes - Assessed Valuation	A	69,700.00	69,700.00
Rents Receivable - Borough-Owned Homes	SA-6	14,680.00	14,691.31
Revenue Accounts Receivable	SA-7	5,672.68	4,301.18
Other Accounts Receivable	A		124.35
Overpaid Local School Taxes	SA-1	41,197.50	
Due from Grant Fund	A		0.12
Due from Trust- Animal Control Account	SB-3	41.03	165.94
Due from Trust- Other	SB-4		1,414.09
Due from Water Utility Operating Fund	D	204.44	2,104.00
Due from Public Assistance Fund	SE-1	2.24	11.29
		263,053.34	267,927.02
Deferred Charges:			
Reserve for Revaluation	SA-8	20,000.00	40,000.00
Reserve for Preparation of Tax Maps	SA-8	2,600.00	5,200.00
		22,600.00	45,200.00
		1,182,909.27	1,195,203.56
Federal and State Grant Fund:			
Cash	SA-1	24,773.62	27,428.16
Grants Receivable	SA-19	266,465.77	373,456.82
		291,239.39	400,884.98
		$ 1,474,148.66	$ 1,596,088.54

(Continued)

Exhibit A

BOROUGH OF BROOKLAWN
CURRENT FUND
Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis
As of December 31, 2013 and 2012

	Ref.	2013	2012
LIABILITIES, RESERVES AND FUND BALANCE			
Regular Fund:			
Appropriation Reserves	A-3;SA-9	$ 175,676.28	$ 137,731.21
Reserve for Encumbrances:			
Budget	A-3	55,448.82	41,839.97
Due to CCMUA - Tax Sale	A-3	368.12	368.12
Due to State of New Jersey:			
Veterans and Senior Citizens Deductions (Ch.73, P.L. 1976)	SA-5	15,241.38	14,741.38
Marriage License Fees	SA-10	150.00	100.00
State Training Fees	SA-11	122.00	873.00
Reserve for Payroll Deductions Payable	SA-12	24,403.83	11,067.58
Prepaid Taxes	SA-13	74,926.53	21,899.05
Tax Overpayments	SA-14	9,404.52	8,632.95
Due County for Added and Omitted Taxes	SA-16	6,735.01	8.54
Prepaid Rents on Borough Owned Homes	SA-17	2,609.00	3,201.00
School Taxes Payable	SA-18		23,346.50
Reserve for Preparation of Tax Maps	A	2,032.50	2,032.50
Reserve for Revaluation	SA-1	16,185.00	16,185.00
Due to Trust - Other Fund	SB-4	590.18	
Due to General Capital Fund	SC-4	833.45	69,350.59
		384,726.62	351,377.39
Reserves for Receivables		263,053.34	267,927.02
Fund Balance	A-1	535,129.31	575,899.15
		1,182,909.27	1,195,203.56
Federal and State Grant Fund:			
Reserve for Small Cities Program Income	SA-1	73.66	73.66
Reserve for Federal and State Grants - Unappropriated	SA-20	4,274.17	4,913.95
Reserve for Federal and State Grants - Appropriated	SA-21	285,026.69	395,367.45
Reserve for Encumbrances	SA-21	1,864.87	529.80
Due to Current Fund	A		0.12
		291,239.39	400,884.98
		$ 1,474,148.66	$ 1,596,088.54

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

Exhibit A-1

BOROUGH OF BROOKLAWN
CURRENT FUND
Statements of Operations and Changes
In Fund Balance - Regulatory Basis
For the Years Ended December 31, 2013 and 2012

	2013	2012
Revenue and Other Income Realized:		
Fund Balance Utilized	$ 275,000.00	$ 304,700.00
Miscellaneous Revenues Anticipated	841,904.81	899,550.30
Receipts from Delinquent Taxes	133,372.77	74,448.58
Receipts from Current Taxes	3,884,166.81	3,891,034.54
Nonbudget Revenues	59,667.35	43,505.00
Other Credits to Income:		
Unexpended Balance of Appropriation Reserves	141,652.09	195,081.89
Liquidate Reserve for Other Accounts Receivable	124.35	
Cancellation of Tax Overpayments	0.13	
Cancellation of Grants	10,313.96	
Interfund Reserves Liquidated:		
Due from Trust - Animal Control Fund	124.91	
Due from Trust - Other Fund	1,414.09	
Due from General Capital Fund		26,095.07
Due from Water Utility Operating Fund	1,899.56	
Due from Public Assistance Fund	9.05	
Due from Federal & State Grant Fund	0.12	
	5,349,650.00	5,434,415.38
Expenditures:		
Budget Appropriations:		
Operations Within "CAPS":		
Salaries and Wages	1,099,494.00	1,145,000.00
Other Expenses	1,214,281.00	1,160,815.00
Deferred Charges and Statutory Expenditures		
Municipal -- Within "CAPS"	301,591.00	266,712.00
Operations Excluded from "CAPS"		
Salaries and Wages	37,596.40	64,300.00
Other Expenses	39,153.94	61,532.19
Capital Improvement Fund	15,000.00	25,000.00
Municipal Debt Service	130,206.02	126,556.76
Deferred Charges -- Excluded from "CAPS"	22,600.00	22,600.00
County Taxes	1,122,952.97	1,146,407.27
Due County for Added and Omitted Taxes	6,735.01	8.54
Local District School Tax	1,083,362.00	1,177,815.00
Prior Year Senior Citizens Disallowed	1,250.00	1,262.00
Creation of Reserve - Due from Internal Revenue Service		124.35
Creation of Reserve for Overpaid Local School Taxes	41,197.50	
Interfund Reserves Created:		
Due from Trust - Other Fund		687.28
Due from Grant Fund		0.12
Due from Public Assistance Fund		4.34
Due from Trust - Animal Account		69.40
	5,115,419.84	5,198,894.25

(Continued)

Exhibit A-1

BOROUGH OF BROOKLAWN
CURRENT FUND
Statements of Operations and Changes
In Fund Balance - Regulatory Basis
For the Years Ended December 31, 2013 and 2012

	2013	2012
Excess in Revenues	$ 234,230.16	$ 235,521.13
Adjustments to Income Before Fund Balance:		
Expenditures included above which are by Statute		
Deferred Charges to Budget of Succeeding Year	-	-
Stautory Excess to Fund Balance	234,230.16	235,521.13
Fund Balance January 1	575,899.15	645,078.02
	810,129.31	880,599.15
Decreased by:		
Utilization as Anticipated Revenue	275,000.00	304,700.00
Fund Balance December 31	$ 535,129.31	$ 575,899.15

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

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Revenues - Regulatory Basis
For the Year Ended December 31, 2013

	Anticipated Budget	Special N.J.S. 40A:4-87	Realized	Excess or (Deficit)
Fund Balance Anticipated	$ 275,000.00	$ -	$ 275,000.00	$ -
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	12,500.00		12,650.00	150.00
Other	8,500.00		7,775.00	(725.00)
Fines and Costs:				
Municipal Court	75,000.00		86,812.22	11,812.22
Interest and Costs on Taxes	20,010.05		28,060.56	8,050.51
Interest on Investments and Deposits	10,000.00		6,704.79	(3,295.21)
Rental of Municipally Owned Property	275,000.00		269,135.07	(5,864.93)
Uniform Fire Safety Act-- Fees & Permits	2,300.00		2,563.00	263.00
Rental Registration Fees	24,000.00		27,020.00	3,020.00
Consolidated Municipal Property Tax Relief Aid	7,664.00		7,280.80	(383.20)
Energy Receipts Tax P.L. 1997, Chapters 162 & 167)	191,845.00		190,303.23	(1,541.77)
Uniform Construction Code Fees	24,000.00		18,239.00	(5,761.00)
Hotel Motel Tax	34,000.00		30,688.23	(3,311.77)
Sewer Service Fees	86,000.00		99,557.57	13,557.57
Special Items of Revenue:				
Uniform Fire Safety Act	5,000.00			(5,000.00)
Interlocal Service Agreement - Electrical Sub Code Offical	3,343.00		3,343.00	
Interlocal Service Agreement - Fire Sub Code Offical	2,229.00		2,229.00	
Public and Private Revenues Offset With Appropriations:				
Drunk Driving Enforcement Grant		2,024.40	2,024.40	
Municipal Alliance on Alcoholism and Drug Abuse	7,420.00		7,420.00	
Body Armor Replacement Fund		1,184.99	1,184.99	
Clean Communities Program		4,000.00	4,000.00	
Recycling Tonnage Grant	4,913.95		4,913.95	
Safe and Secure Communities Grant	30,000.00		30,000.00	
Subtotal General Revenues	823,725.00	7,209.39	841,904.81	10,970.42
Receipts from Delinquent Taxes	110,000.00	-	133,372.77	23,372.77
Subtotal General Revenues	1,208,725.00	7,209.39	1,250,277.58	34,343.19
Amount to be Raised by Taxes for Support of Municipal Budget - Local Tax for Municipal Purposes Including Reserve for Uncollectible Taxes	1,814,000.00	-	1,905,931.83	91,931.83
Budget Totals	3,022,725.00	7,209.39	3,156,209.41	126,275.02
Nonbudget Revenues	-	-	59,667.35	59,667.35
	$ 3,022,725.00	$ 7,209.39	$3,215,876.76	$ 185,942.37

(Continued)

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Revenues - Regulatory Basis
For the Year Ended December 31, 2013

Analysis of Realized Revenue:	
Allocation of Current Tax Collections:	
Revenue from Collections	$ 3,884,166.81
Allocated to:	
School, and County Taxes	2,147,184.98
Balance for Support of Municipal Budget Revenues	1,736,981.83
Add:	
Appropriation: "Reserve for Uncollected Taxes"	168,950.00
Amount for Support of Municipal Budget Appropriations	$ 1,905,931.83
Receipts from Delinquent Taxes	
Delinquent Tax Collections	$ 133,372.77
Interest on Investments and Deposits	
Treasurer	$ 6,647.43
Municipal Court	57.36
	$ 6,704.79
Rental of Municipally Owned Property	
Rents Receivable	$ 265,934.07
Prepayments Applied	3,201.00
	$ 269,135.07

(Continued)

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Revenues - Regulatory Basis
For the Year Ended December 31, 2013

Miscellaneous Revenue Not Anticipated - Treasurer:		
Marriage License	$	42.00
Street Openings		10.00
Recycling		1,814.21
Fence/Concrete Permits		360.00
Towing Administration Fee		1,775.00
Police Reports		1,006.77
Registrar		270.00
Refund of Prior Year Expenses		3,818.57
Zoning		375.00
FEMA - Hurricane Sandy Funds		12,782.30
Miscellaneous		12,929.47
Copies		14.50
Cable Television Franchise Fees		9,809.97
Bus Shelters		1,120.00
NSF Check Service Charge		150.00
Gateway Railroad Lease		1,200.00
Seniors' and Veterans' Deductions Administrative Fee		530.00
DMV Inspection Fees		3,457.50
Inspection Fees		4,385.00
Sewer Service Fees - Interest on Delinquent Accounts		353.50
Zoning Lists		140.00
Penalties on Taxes		736.69
FCR Refund		2,586.87
	$	59,667.35

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

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2013

	Appropriations		Expended			Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	
OPERATIONS WITHIN "CAPS"						
GENERAL GOVERNMENT:						
Administrative and Executive						
Salaries and Wages:						
Municipal Clerk's Office	$ 58,000.00	$ 58,000.00	$ 54,747.22		$ 3,252.78	
Mayor and Council	13,010.00	13,341.00	13,341.00			
Borough Recorder	1,000.00	1,000.00	583.00		417.00	
Other Expenses:						
Printing and Legal	3,000.00	3,000.00	1,918.99	$ 420.00	661.01	
Mayor and Council	3,100.00	3,100.00	2,376.43	290.00	433.57	
Miscellaneous Other Expenses	35,000.00	47,000.00	35,085.06	7,241.73	4,673.21	
Elections						
Other Expenses	2,000.00	2,000.00	1,519.65		480.35	
Financial Administration						
Salaries and Wages:						
Treasurer's Office	21,400.00	21,400.00	21,268.56		131.44	
Chief Financial Officer	30,000.00	30,000.00	26,104.09		3,895.91	
Other Expenses:						
Annual Audit	25,800.00	25,800.00	25,800.00			
Assessment of Taxes						
Salaries and Wages	7,500.00	7,500.00	5,495.04		2,004.96	
Other Expenses	2,000.00	2,000.00	998.58		1,001.42	
Collection of Taxes						
Salaries and Wages	23,500.00	23,500.00	22,609.24		890.76	
Other Expenses	4,500.00	4,500.00	2,529.92		1,970.08	
Legal Services						
Salaries and Wages						
Other Expenses	35,000.00	35,000.00	26,326.67		8,673.33	

(Continued)

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2013

	Appropriations		Expended			Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	
OPERATIONS WITHIN "CAPS" (CONT'D)						
Administration of Borough-Owned Homes						
Salaries and Wages	$ 8,200.00	$ 8,200.00	$ 8,180.13		$ 19.87	
Municipal Prosecutor						
Salaries and Wages	6,935.00	6,935.00	6,930.00		5.00	
Engineering Services and Costs						
Other Expenses	24,000.00	24,000.00	21,117.96		2,882.04	
Public Buildings and Grounds						
Other Expenses	30,000.00	30,000.00	26,469.86	$ 2,129.02	1,401.12	
Maintenance of Borough Owned Homes						
Salaries and Wages	13,750.00	13,750.00	12,732.01		1,017.99	
Other Expenses	62,000.00	62,000.00	60,147.19	1,340.14	512.67	
Municipal Land Use Law (N.J.S.A. 40:55D-1)						
Planning and Zoning Boards:						
Salaries and Wages	4,500.00	4,500.00	4,020.18		479.82	
Other Expenses	4,500.00	4,500.00	2,342.60	2,060.00	97.40	
Insurance:						
Group Insurance Plans for Employees	358,980.00	328,980.00	301,806.82	9,783.27	17,389.91	
Health Benefit Waiver	31,240.00	31,240.00	26,183.99		5,056.01	
Worker's Compensation Insurance	78,811.00	78,811.00	78,811.00			
Other Insurance Premiums	71,000.00	71,000.00	66,895.15		4,104.85	
Animal Control						
Other Expenses	8,000.00	8,000.00	6,006.49		1,993.51	
Celebration of Public Events						
Other Expenses	5,000.00	5,000.00	4,662.41		337.59	

(Continued)

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2013

	Appropriations		Expended			Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	
OPERATIONS WITHIN "CAPS" (CONT'D)						
PUBLIC SAFETY:						
Volunteer Fire						
Other Expenses	$ 28,000.00	$ 28,000.00	$ 25,518.89	$ 1,522.73	$ 958.38	
Fire Inspector:						
Salaries and Wages	5,200.00	5,200.00	4,824.50		375.50	
Other Expenses	2,100.00	2,100.00	1,108.68	608.00	383.32	
Police						
Salaries and Wages	607,000.00	600,273.00	578,982.45		21,290.55	
Other Expenses	49,700.00	52,700.00	46,646.69	4,624.08	1,429.23	
Volunteer Ambulance Assoc.						
Other Expenses	16,000.00	16,000.00	11,587.71	2,114.83	2,297.46	
Municipal Code Enforcement Official						
Salaries and Wages	25,000.00	25,000.00	24,879.05		120.95	
Other Expenses	1,500.00	1,500.00	949.10		550.90	
Municipal Court:						
Salaries and Wages	63,000.00	63,500.00	63,257.99		242.01	
Other Expenses	9,000.00	9,000.00	5,449.00	3,419.00	132.00	
Office of Emergency Management						
Salaries and Wages	2,450.00	2,450.00	2,400.00		50.00	
Other Expenses	1,500.00	1,500.00	1,500.00			
Traffic Signals						
Other Expenses	2,500.00	2,500.00	143.75	478.13	1,878.12	
Public Defender						
Salaries and Wages	3,500.00	4,200.00	4,100.00		100.00	
Streets and Roads						
Road Repairs and Maintenance						
Salaries and Wages	57,000.00	57,000.00	42,586.39		14,413.61	
Other Expenses	7,600.00	7,600.00	7,469.63		130.37	

(Continued)

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2013

	Appropriations		Expended			Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	
OPERATIONS WITHIN "CAPS" (CONT'D)						
PUBLIC SAFETY (CONT'D):						
Vehicle Maintenance						
Other Expenses	$ 36,000.00	$ 36,000.00	$ 30,724.27	$ 4,496.85	$ 778.88	
Sanitation						
Sewer System						
Salaries and Wages	26,000.00	26,000.00	22,480.16		3,519.84	
Other Expenses	16,500.00	16,500.00	14,596.82	10.26	1,892.92	
Garbage and Trash Removal						
Salaries and Wages	58,000.00	58,000.00	57,076.47		923.53	
Other Expenses	3,500.00	3,500.00	1,052.92		2,447.08	
Sanitary Landfill						
Other Expenses	65,000.00	65,000.00	49,653.31	2,081.41	13,265.28	
Recycling						
Salaries and Wages	51,000.00	51,000.00	43,474.30		7,525.70	
Other Expenses	8,500.00	8,500.00	5,411.19	1,639.00	1,449.81	
HEALTH AND WELFARE:						
Board of Health						
Salaries and Wages	1,285.00	1,285.00	1,282.00		3.00	
Other Expenses	450.00	450.00	146.48		303.52	
Parks and Playgrounds						
Other Expenses	18,000.00	18,000.00	15,773.99		2,226.01	
Shade Tree Commission						
Salaries and Wages	420.00	420.00	408.00		12.00	
Other Expenses	4,500.00	4,500.00	4,500.00			

(Continued)

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2013

	Appropriations		Expended			Unexpended Balance
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	Canceled
OPERATIONS WITHIN "CAPS" (CONT'D)						
STATE UNIFORM CONSTRUCTION CODE:						
Construction Code Official						
Salaries and Wages	$ 6,554.00	$ 6,750.00	$ 6,749.44		$ 0.56	
Subcode Officials:						
Electrical Inspector						
Salaries and Wages	3,500.00	3,500.00	3,495.00		5.00	
Fire Inspector						
Salaries and Wages	3,500.00	3,500.00	3,495.00		5.00	
Plumbing Official						
Salaries and Wages	3,290.00	3,290.00	3,222.00		68.00	
UNCLASSIFIED:						
Utilities:						
Utilities	165,000.00	175,000.00	145,682.50	$ 11,190.37	18,127.13	
Total Operations Within "CAPS"	2,323,775.00	2,313,775.00	2,097,636.92	55,448.82	160,689.26	$ -
Total Operations Including Contingent - within "CAPS"						
Detail:						
Salaries and Wages	1,104,494.00	1,099,494.00	1,038,723.22	-	60,770.78	-
Other Expenses	1,219,281.00	1,214,281.00	1,058,913.70	55,448.82	99,918.48	-

(Continued)

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2013

	Appropriations		Expended			Unexpended Balance
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	Canceled
DEFERRED CHARGES AND STATUTORY EXPENDITURES - MUNICIPAL WITHIN "CAPS":						
STATUTORY EXPENDITURES:						
Contribution to:						
Public Employees Retirement Systems	$ 63,206.00	$ 63,206.00	$ 63,206.00			
Police and Fireman's Retirement System of New Jersey	150,385.00	150,385.00	150,385.00			
Social Security System (O.A.S.I.)	65,000.00	65,000.00	53,847.93		$ 11,152.07	
Unemployment Compensation Insurance	13,000.00	23,000.00	23,000.00			
TOTAL DEFERRED CHARGES AND STATUTORY EXPENDITURES - MUNICIPAL WITHIN "CAPS"	291,591.00	301,591.00	290,438.93	$ -	11,152.07	$ -
TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES WITHIN "CAPS"	2,615,366.00	2,615,366.00	2,388,075.85	55,448.82	171,841.33	-
OPERATIONS EXCLUDED FROM "CAPS"						
Insurance:						
Employee Group Health	16,380.00	16,380.00	16,380.00			
Recycling Tax	3,400.00	3,400.00	553.68		2,846.32	
Interlocal Service Agreement - Borough of Merchantville						
Electrical Sub-code Official Services	3,343.00	3,343.00	2,750.02		592.98	
Fire Sub-code Official Services	2,229.00	2,229.00	1,833.35		395.65	
Total Other Operations Excluded from "CAPS"	25,352.00	25,352.00	21,517.05		3,834.95	

(Continued)

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2013

	Appropriations		Expended			Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	
OPERATIONS EXCLUDED FROM "CAPS" (CONT'D)						
Public and Private Programs Offset by Revenues:						
Municipal Alliance on Alcoholism and Drug Abuse	$ 9,275.00	$ 9,275.00	$ 9,275.00			
Recycling Tonnage Grant	4,913.95	4,913.95	4,913.95			
Drunk Driving EnforcementGrant (N.J.S.A. 40A:4-87, $2,024.40+)		2,024.40	2,024.40			
Clean Communities (N.J.S.A. 40A:4-87, $4,000.00+)		4,000.00	4,000.00			
Body Armor Replacement Fund (N.J.S.A. 40A:4-87, $1,184.99+)		1,184.99	1,184.99			
Safe & Secure Communities Grant	30,000.00	30,000.00	30,000.00			
Total Public and Private Programs Offset by Revenues	44,188.95	51,398.34	51,398.34	$ -	$ -	$ -
TOTAL OPERATIONS - EXCLUDED FROM "CAPS"	69,540.95	76,750.34	72,915.39	-	3,834.95	-
Detail:						
Salaries and Wages	35,572.00	37,596.40	36,607.77	-	988.63	-
Other Expenses	33,968.95	39,153.94	36,307.62	-	2,846.32	-
CAPITAL IMPROVEMENTS - EXCLUDED FROM "CAPS":						
Capital Improvement Fund	15,000.00	15,000.00	15,000.00	-	-	-
MUNICIPAL DEBT SERVICE - EXCLUDED FROM "CAPS"						
Payment of Bond Application Notes and Capital Notes	120,225.00	120,225.00	120,225.00			
Interest on Notes	11,043.05	11,043.05	9,981.02			1,062.03
TOTAL MUNICIPAL DEBT SERVICE - EXCLUDED FROM "CAPS"	131,268.05	131,268.05	130,206.02	-	-	1,062.03

(Continued)

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2013

	Appropriations		Expended			Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	
DEFERRED CHARGES EXCLUDED FROM "CAPS"						
Special Emergency Authorizations	$ 22,600.00	$ 22,600.00	$ 22,600.00	$ -	$ -	$ -
TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES EXCLUDED FROM "CAPS"	238,409.00	245,618.39	240,721.41	-	3,834.95	1,062.03
SUBTOTAL GENERAL APPROPRIATIONS	2,853,775.00	2,860,984.39	2,628,797.26	55,448.82	175,676.28	1,062.03
RESERVE FOR UNCOLLECTED TAXES	168,950.00	168,950.00	168,950.00	-	-	-
TOTAL GENERAL APPROPRIATIONS	$ 3,022,725.00	$ 3,029,934.39	$ 2,797,747.26	$ 55,448.82	$ 175,676.28	$ 1,062.03

Budget	$ 3,022,725.00
Appropriation by N.J.S.A. 40A:4-87	7,209.39
	$ 3,029,934.39

Federal and State Grants - Appropriated	$ 51,398.34
Deferred Charge - Special Emergency	22,600.00
Paid by Trust Other Fund	1,280.00
Paid by General Capital Account	562.50
Reserve for Uncollected Taxes	168,950.00
Payroll Deductions Payable	721,891.76
Disbursed	1,831,064.66
	$ 2,797,747.26

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

Exhibit B

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statements of Assets, Liabilities, and Reserves - Regulatory Basis
As of December 31, 2013 and 2012

	Ref.	2013	2012
ASSETS			
Animal Control Fund:			
Cash	SB-1	$ 8,907.50	$ 7,879.61
Other Funds:			
Cash	SB-1	209,240.72	200,279.69
Due from Current Fund	SB-4	590.18	
Community Development Block Grants Receivable	SB-5	28,371.46	48,323.46
		238,202.36	248,603.15
		$ 247,109.86	$ 256,482.76
LIABILITIES AND RESERVES			
Animal Control Fund:			
Reserve for Animal Control Expenditures	SB-2	$ 8,866.47	$ 7,713.67
Due to Current Fund	SB-3	41.03	165.94
		8,907.50	7,879.61
Other Funds:			
Due to Current Fund	SB-4		1,414.09
Reserves for:			
Drug Awareness Resistance Education (DARE)	B	72.88	72.88
Performance Guarantees	B	3,000.00	3,000.00
Off Duty Police Work	SB-6	32,662.68	31,485.58
Reserve for Community Development Block Grants	SB-7	43,656.60	61,591.10
Security Deposits on Borough Owned Homes	SB-8	28,011.84	27,686.78
Replacement of Borough Owned Homes	SB-9	16,035.17	60,630.47
Unemployment Compensation Insurance	SB-10	18,123.87	19,205.34
Parking Offenses Adjudication Act	SB-11	345.00	327.00
Local Law Enforcement	SB-12	7,811.95	7,593.85
Public Defender Fees	SB-13	8.05	0.21
Recreation Donations	SB-14	3,921.72	4,089.72
Tax Title Lien Redemptions	SB-15	14,507.45	3,977.63
Tax Sale Premiums	SB-16	60,600.00	22,500.00
Site Plan Review Deposits	SB-17	1,408.50	5,028.50
Developers Escrow Deposits	SB-18	8,036.65	
		238,202.36	248,603.15
		$ 247,109.86	$ 256,482.76

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

BOROUGH OF BROOKLAWN
GENERAL CAPITAL FUND
Statements of Assets, Liabilities and Reserves - Regulatory Basis
As of December 31, 2013 and 2012

	Ref.	2013	2012
ASSETS			
Cash	SC-1	$ 475,296.32	$ 576,768.95
Deferred Charges to Future Taxation:			
Unfunded	SC-3	1,486,826.00	1,129,325.00
Due from Current Fund	SC-4	833.45	69,350.59
N.J. Transportation Trust Fund Grant Receivable	SC-7	388,041.50	252,511.50
		$ 2,350,997.27	$ 2,027,956.04
LIABILITIES AND RESERVES			
Capital Improvement Fund	SC-5	$ 24,995.28	$ 35,139.28
Contracts Payable	SC-6	385,702.00	508,889.00
Improvement Authorizations:			
Funded	SC-8	190,320.50	198,103.00
Unfunded	SC-8	338,649.49	156,499.76
Bond Anticipation Notes	SC-9	1,411,330.00	1,129,325.00
		$ 2,350,997.27	$ 2,027,956.04

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

Exhibit D

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis
As of December 31, 2013 and 2012

	Ref.	2013	2012
ASSETS			
Operating Fund:			
Cash - Treasurer	SD-1	$ 37,535.88	$ 67,530.69
Due from Water Utility Capital Fund	SD-1	1,387.42	5,667.13
		38,923.30	73,197.82
Receivables With Full Reserves			
Consumer Accounts Receivable	SD-3	114,346.01	90,186.14
Deferred Charges:			
Operating Deficit	D-3	8,894.43	
Total Operating Fund		162,163.74	163,383.96
Capital Fund:			
Cash	SD-1	329,697.20	350,507.75
Fixed Capital	SD-4	2,435,178.34	2,435,178.34
Fixed Capital Authorized and Uncompleted	SD-5	784,754.40	784,754.40
Total Capital Fund		3,549,629.94	3,570,440.49
		$ 3,711,793.68	$ 3,733,824.45

(Continued)

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis
As of December 31, 2013 and 2012

	Ref.	2013	2012
LIABILITIES, RESERVES AND FUND BALANCE			
Operating Fund:			
Appropriation Reserves	D-3;SD-6	$ 16,968.40	$ 7,229.17
Reserve for Encumbrances	D-3;SD-6	13,813.43	5,912.90
Rent Overpayments	SD-1	624.00	624.00
Due to Current Fund	D	204.44	2,104.00
Accrued Interest on Bonds and Notes	SD-7	3,120.00	4,240.29
		34,730.27	20,110.36
Reserve for Receivables	D	114,346.01	90,186.14
Fund Balance	D-1	13,087.46	53,087.46
Total Operating Fund		162,163.74	163,383.96
Capital Fund:			
Water Serial Bonds	SD-12	20,000.00	40,000.00
Bond Anticipation Notes	SD-11	644,700.00	668,400.00
Capital Improvement Fund	D	20,000.00	20,000.00
Improvement Authorizations			
Funded	SD-8	11,643.78	11,643.78
Unfunded	SD-8	272,891.40	289,422.24
Reserve for Amortization	SD-9	2,415,178.34	2,395,178.34
Reserve for Payment of Debt	D	5,322.36	5,322.36
Deferred Reserve for Amortization	SD-10	145,755.40	122,055.40
Due to Water Utility Operating Fund	SD-2	1,387.42	5,667.13
Fund Balance	D	12,751.24	12,751.24
Total Capital Fund		3,549,629.94	3,570,440.49
		$ 3,711,793.68	$ 3,733,824.45

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

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Statements of Operations and Changes in Fund Balance - Regulatory Basis
For the Years Ended December 31, 2012 and 2011

	2013	2012
Revenue and Other Income Realized:		
Operating Surplus Anticipated	$ 40,000.00	$ 40,000.00
Rents	376,583.41	388,184.48
Miscellaneous	3,217.55	4,726.09
Water Tower Lease	41,122.48	36,601.93
Unexpended Balance of Appropriation Reserves	8,043.73	35,221.28
Total Income	468,967.17	504,733.78
Expenditures:		
Operations:		
Salaries and Wages	228,600.00	195,300.00
Other Expenses	181,400.00	175,800.00
Debt Service	50,711.60	56,466.02
Deferred Charges and Statutory Expenditures	17,150.00	27,300.00
Total Expenditures	477,861.60	454,866.02
Excess in Revenue		49,867.76
Deficit in Revenue	(8,894.43)	
Adjustments to Income before Fund Balance:		
Expenditures included above which are by Statute Deferred Charges to Budget of Succeeding Year	-	
Operating Deficit to be Raised in Budget of Succeeding Year	(8,894.43)	
Statutory Excess to Fund Balance		49,867.76
Fund Balance January 1	53,087.46	43,219.70
Total	53,087.46	93,087.46
Decreased by:		
Utilization as Anticipated Revenue	40,000.00	40,000.00
Fund Balance December 31	$ 13,087.46	$ 53,087.46

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

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Statement of Revenues - Regulatory Basis
For the Year Ended December 31, 2013

	Anticipated Budget	Realized	Excess or (Deficit)
Operating Surplus Anticipated	$ 40,000.00	$ 40,000.00	
Water Rents	399,000.00	376,583.41	$ (22,416.59)
Miscellaneous	4,500.00	3,217.55	(1,282.45)
Water Tower Lease	36,000.00	41,122.48	5,122.48
	$ 479,500.00	$ 460,923.44	$ (18,576.56)

Analysis of Realized Revenue:

Miscellaneous:	
Interest on Delinquent Accounts	$ 1,527.61
Interest on Deposits	302.52
	1,830.13
Interest on Water Capital Checking Account	1,387.42
	$ 3,217.55

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

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Statement of Expenditures - Regulatory Basis
For the Year Ended December 31, 2013

	Appropriations		Expended			Unexpended
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	Balance Canceled
Operations:						
Salaries and Wages	$ 228,600.00	$ 228,600.00	$ 214,724.95		$ 13,875.05	
Other Expenses	165,000.00	165,000.00	148,797.24	$ 13,813.43	2,389.33	
Annual Audit	16,400.00	16,400.00	16,400.00			
Total Operations	410,000.00	410,000.00	379,922.19	13,813.43	16,264.38	$ -
Debt Service:						
Payment of Bond Principal	20,000.00	20,000.00	20,000.00			
Payment of Bond Anticipation Notes	23,700.00	23,700.00	23,700.00			
Interest on Bonds	1,950.00	1,950.00	1,787.50			162.50
Interest on Notes	6,700.00	6,700.00	5,224.10			1,475.90
Total Debt Service	52,350.00	52,350.00	50,711.60	-	-	1,638.40
Deferred Charges and Statutory Expenditures:						
Statutory Expenditures:						
Contribution to:						
Social Security System (O.A.S.I.)	17,149.00	17,149.00	16,445.98		703.02	
Unemployment Compensation Insurance	1.00	1.00			1.00	
Total Deferred Charges and Statutory Expenditures:	17,150.00	17,150.00	16,445.98	-	704.02	-
Total Water Utility Appropriations	$ 479,500.00	$ 479,500.00	$ 447,079.77	$ 13,813.43	$ 16,968.40	$ 1,638.40

Interest on Bond and Notes	$ 7,011.60
Disbursed	440,068.17
	$ 447,079.77

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

BOROUGH OF BROOKLAWN
PUBLIC ASSISTANCE TRUST FUND
Statements of Assets, Liabilities and Reserves - Regulatory Basis
As of December 31, 2013 and 2012

	Ref.	2013	2012
ASSETS			
Cash	SE-1	$ 552.98	$ 562.03
LIABILITIES AND RESERVES			
Due to Current Fund	SE-1	$ 2.24	$ 11.29
Reserve for Public Assistance	E	550.74	550.74
		$ 552.98	$ 562.03

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

BOROUGH OF BROOKLAWN
GENERAL FIXED ASSET ACCOUNT GROUP
Statement of Changes in General Fixed Assets - Regulatory Basis
For the Year Ended December 31, 2013

	Balance Dec. 31, 2012	Additions	Deletions	Balance Dec. 31, 2013
General Fixed Assets:				
Land	$ 1,617,100.00			$ 1,617,100.00
Building	3,136,800.00			3,136,800.00
Equipment	2,001,903.43	$ 435,531.16	$ 26,000.00	2,411,434.59
Total General Fixed Assets	$ 6,755,803.43	$ 435,531.16	$ 26,000.00	$ 7,165,334.59
Total Investment in General Fixed Assets	$ 6,755,803.43	$ 435,531.16	$ 26,000.00	$ 7,165,334.59

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

BOROUGH OF BROOKLAWN
Notes to Financial Statements
For the Year Ended December 31, 2013

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

Description of Financial Reporting Entity - The Borough of Brooklawn was incorporated in April 5, 1924 and is located in southwest New Jersey directly across the Delaware River from the City of Philadelphia. The population according to the latest census is 1,955.

The Borough has a Mayor-Council form of government known as the Mayor-Council Plan A under the Optional Municipal Charter Law of 1960, popularly known as the Faulkner Act. The Mayor is separately elected. Executive and administrative responsibility rests with the Mayor, who is assisted by the Borough Clerk / Chief Financial Officer.

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

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

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

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

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

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

Water Utility Operating and Capital Funds - The Water Utility Operating and Capital Funds account for the operations and acquisition of capital facilities of the municipally owned Water Utility

Public Assistance Fund - The Public Assistance Fund accounts for receipt and disbursement of funds that provide assistance to certain residents of the Borough pursuant to Title 44 of New Jersey statutes. The governing body resolved to transfer all public assistance activities to the County of Camden effective December 31, 1998.

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

Budgets and Budgetary Accounting - The Borough of Brooklawn must adopt an annual budget for its current and water 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. Consequently, unrealized gain or loss on investments has not been recorded in accordance with Governmental Accounting Standards Board Statement No. 31.

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

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

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

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

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

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

General Fixed Assets - Accounting for Governmental Fixed Assets, as required by N.J.A.C. 5:30-5.6, differs in certain respects from accounting principles generally accepted in the United States of America. In accordance with the regulations, all local units, including municipalities, must maintain a general fixed assets reporting system that establishes and maintains a physical inventory of nonexpendable, tangible property as defined and limited by the U.S. Office of Management and Budget Circular A-87 (Attachment B, Section 19), except that the useful life of such property is at least five years. The Borough has adopted a capitalization threshold of $1,000, the maximum amount allowed by the Circular. Generally, assets are valued at historical cost; however, assets acquired prior to December 31, 1985 are valued at actual historical cost or estimated historical cost. No depreciation of general fixed assets is recorded. Donated general fixed assets are recorded at their estimated fair market value on the acquisition date. Interest costs relative to the acquisition of general fixed assets are recorded as expenditures when paid. Public domain ("infrastructure") general fixed assets consisting of certain improvements such as roads, bridges, curbs and gutters, streets and sidewalks and drainage systems are not capitalized. Expenditures for construction in progress are recorded in the Capital Funds until such time as the construction is completed and put into operation. The 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 Assets, 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 includes accurate records indicating asset description, source, ownership, acquisition cost and date, the percentage of Federal participation (if any), and the location, use, and condition of the asset. Periodically, physical inventories must be taken and reconciled with these records. Lastly, all fixed assets must be adequately controlled to safeguard against loss, damage or theft.

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 Assets Account Group. If such property is converted to a municipal use, it will be recorded in the General Fixed Assets Account Group.

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

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

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

Fund Balance - Fund Balances included in the current fund and 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 are 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 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 and Borough of Brooklawn 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 Brooklawn School District. Operations is charged for the full amount required to be raised from taxation to operate the local school district for the period from July 1 to June 30, increased by the amount deferred at December 31, 2012 and decreased by the amount deferred at December 31, 2013.

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

Reserve for Uncollected Taxes - The inclusion of the "Reserve for Uncollected Taxes" appropriation in the 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.

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 fiscal year. Lapsed appropriation reserves are recorded as income.

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

Long-Term Debt - Long-Term Debt, relative to the acquisition of capital assets, is recorded as a liability in the General Capital 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.

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 of governmental deposits in each insured depository is protected by the Federal Deposit Insurance Corporation (FDIC). Public funds owned by the municipality in excess of FDIC insured amounts are protected by GUDPA. However, GUDPA does not protect intermingled trust funds such as salary withholdings, bail funds, or funds that may pass to the municipality relative to the happening of a future condition. Of the Borough's bank balances of $2,013,746.57 as of December 31, 2013, $278,011.83 was insured by the Federal Deposit Insurance Corporation, and $1,735,734.74 was collateralized under the Governmental Unit Deposit Protection Act.

New Jersey Cash Management Fund - During the year, the Borough participated in the New Jersey Cash Management Fund. The Fund is governed by regulations of the State Investment Council, who prescribe standards designed to insure the quality of investments in order to minimize risk to the Funds participants. Deposits with the New Jersey Cash Management Fund are not subject to custodial credit risk as defined above. At December 31, 2013 the Borough's deposits with the New Jersey Cash Management Fund are $2,378.52.

Note 3: **PROPERTY TAXES**

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

Comparative Schedule of Tax Rates

	2013	2012	2011 *	2010	2009
Tax Rate	$2.807	$2.857	$2.775	$4.689	$4.409
Apportionment of Tax Rate:					
Municipal	$1.287	$1.229	$1.177	1.954	$1.716
County	0.779	0.793	0.720	1.234	1.158
County Open Space Preservation Trust Fund	0.019	0.021	0.021	-	0.039
Local School	0.722	0.814	0.857	1.501	1.496

* Revaluation

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

Assessed Valuation

2013	$141,919,477.00
2012	141,074,667.00
2011 *	140,824,035.00
2010	79,712,513.00
2009	79,410,541.00

Comparison of Tax Levies and Collections

Year	Tax Levy	Collections	Percentage of Collections
2013	$ 3,979,500.67	$ 3,884,166.81	97.60%
2012	4,030,533.61	3,891,034.54	96.54%
2011 *	3,908,661.28	3,805,469.49	97.36%
2010	3,741,879.39	3,642,839.53	97.35%
2009	3,507,533.69	3,394,142.95	96.77%

* Revaluation

Delinquent Taxes and Tax Title Liens

Year	Tax Title Liens	Delinquent Taxes	Total Delinquent	Percentage of Tax Levy
2013	$ 48,213.36	$ 83,342.09	$ 131,555.45	3.31%
2012	43,197.25	132,217.49	175,414.74	4.35%
2011	35,689.40	71,790.77	107,480.17	2.75%
2010	35,759.10	87,286.58	123,045.68	3.29%
2009	29,377.77	107,840.10	137,217.87	3.91%

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

Year	Number
2013	5
2012	5
2011	4
2010	5
2009	5

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:

Year	Amount
2013	$ 69,700.00
2012	69,700.00
2011	69,700.00
2010	69,700.00
2009	69,700.00

Note 5: **WATER UTILITY SERVICE CHARGES**

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

Year	Beginning Balance Receivable	Levy	Total	Collections
2013	$ 90,186.14	$ 400,743.28	$ 490,929.42	$ 376,583.41
2012	84,919.04	393,451.58	478,370.62	388,184.48
2011	99,279.88	359,415.50	458,695.38	373,776.34
2010	101,074.46	399,805.27	500,879.73	401,599.85
2009	103,846.90	361,575.09	465,421.99	364,347.53

Note 6: **FUND BALANCES APPROPRIATED**

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

Year	Balance Dec. 31	Utilized In Budget of Succeeding Year	Percentage of Fund Balance Used
Current Fund			
2013	$ 535,129.31	$ 306,000.00 *	57.18%
2012	575,899.15	275,000.00	47.75%
2011	645,078.02	304,700.00	47.23%
2010	708,121.40	290,500.00	41.02%
2009	364,023.17	150,000.00	41.21%
Water Utility Operating Fund			
2013	$ 13,087.46	$ 9,500.00 *	72.59%
2012	53,087.46	40,000.00	75.35%
2011	43,219.70	40,000.00	92.55%
2010	87,829.70	44,610.00	50.79%
2009	88,488.93	80,000.00	90.40%

* As introduced on March 24, 2014

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, 2013:

Fund	Interfunds Receivable	Interfunds Payable
Current Fund	$ 247.71	$ 1,423.63
Trust – Animal Control Fund		41.03
Trust-- Other Funds	590.18	
General Capital Fund	833.45	
Water Utility Operating Fund	1,387.42	204.44
Water Utility Capital Fund		1,387.42
Public Assistance Fund		2.24
	$ 3,058.76	$ 3,058.76

The interfund receivables and payables above predominately resulted from payments made by certain funds on behalf of other funds and interest earned and not turned over. During 2014, the Borough expects to liquidate such interfunds, depending upon the availability of cash flow.

Note 8: **PENSION PLANS**

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

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

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

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

Note 8: **PENSION PLANS (CONT'D)**

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

Year	Normal Contribution	Accrued Liability	Total Liability	Contributory Insurance	Chapter 19, P.L. 2009	Paid by Borough
2013	$ 16,713.00	$ 39,962.00	$ 56,675.00	$ 3,373.00	$ 3,158.00	$ 63,206.00
2012	20,070.00	40,140.00	60,210.00	3,836.00	3,117.00	67,163.00
2011	21,749.00	34,656.00	56,405.00	4,284.00	-	60,689.00

Police and Firemen's Retirement System - The PFRS was established in 1944. The PFRS provides retirement, death, and disability, and medical benefits to qualified members. Vesting and benefit provisions are established by N.J.S.A. 43:16A and 43:3B.

The contribution requirements of plan members are determined by State statute. In accordance with Chapter 204, P.L. 1989, plan members enrolled in the Police and Firemen's Retirement System are required to contribute 8.5% of their annual covered salary. Pursuant to the provisions of Chapter 78, P.L. 2011, the active member contribution rate will be increased to 10% in October, 2011. The State Treasurer has the right under the current law to make temporary reductions in member rates based on the existence of surplus pension assets in the retirement system; however, statute also requires the return to the normal rate when such surplus pension assets no longer exist.

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

Year	Normal Contribution	Accrued Liability	Total Liability	Contributory Insurance	Chapter 19, P.L. 2009	Paid by Borough
2013	$ 59,834.00	$ 79,182.00	$ 139,016.00	$ 5,741.00	$ 5,628.00	$ 150,385.00
2012	58,986.00	66,384.00	125,370.00	4,592.00	5,587.00	135,549.00
2011	62,656.00	50,241.00	112,897.00	4,911.00	-	117,808.00

Pension Deferral – Public Law 2009, c.19 (S-21) was enacted on March 17, 2009 and allowed the Division of Pensions and Benefits to provide non-state government pension system employers the option of paying the full amount, or an amount that reflects a 50 percent reduction of the normal and accrued liability component of the PERS and PFRS obligations for payments due in the State fiscal year ending June 30, 2009. The payments were due on April 1, 2009 (with a grace period until April 30).

The amount will be repaid over a 15 year period which began in April 2012. The amount will fluctuate based on pension system investment earnings on the deferred amount.

The Borough applied for and received approval from the Local Finance Board to defer a portion of the 2009 liability due for both PERS and PFRS.

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

Note 8: PENSION PLANS (CONT'D)

Defined Contribution Retirement Program (Cont'd)

The contribution requirements of plan members are determined by State statute. In accordance with Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007, plan members are required to contribute 5.5% of their annual covered salary. The Borough had no employees participating in this plan.

Related Party Investments - The Division of Pensions and Benefits does not invest in securities issued by the Borough.

Note 9: COMPENSATED ABSENCES

Full-time employees are entitled to fifteen paid sick leave days each year. Unused sick leave may be accumulated and carried forward to the subsequent year. Vacation days not used during the year may not be accumulated and carried forward.

The Borough of Brooklawn compensates employees for unused sick leave upon termination or retirement. The current policy provides one compensated day for every two days accumulated. There is a maximum pay-out of fifty days pay, and is paid at the rate of pay upon termination or retirement.

The Borough does not record accrued expenses related to compensated absences. However, it is estimated that, at December 31, 2013, accrued benefits for compensated absences are valued at $75,235.65.

Note 10: 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 11: **LEASE OBLIGATIONS**

At December 31, 2013, the Borough had lease agreements in effect for the following:

Capital:
2013 Ford Explorer

Operating:
One (1) Workcentre 5135 Copier

The following is an analysis of capital and operating leases.

Capital Leases - The following capital fixed assets were acquired by capital lease.

	Balance	
	Dec. 31, 2013	Dec. 31, 2012
2013 Ford Explorer	$ 35,556.00	-

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

Year	Amount
2014	$ 12,605.70
2015	12,605.70

Operating Leases - Future minimum rental payments under operating lease agreements are as follows:

Year	Amount
2014	$ 1,620.00
2015	675.00

Rental payments under operating leases for the year 2013 were $1,620.00.

Note 12: **CAPITAL DEBT**

Summary of Debt

	Year 2013	Year 2012	Year 2011
Issued			
General:			
Bonds and Notes	$ 1,411,330.00	$ 1,129,325.00	$ 781,625.00
Water Utility:			
Bonds and Notes	664,700.00	708,400.00	752,100.00
Total Issued	2,076,030.00	1,837,725.00	1,533,725.00
Authorized but not Issued			
General:			
Bonds and Notes	75,496.00	-	76,000.00
Total Issued and Authorized but Not Issued	2,151,526.00	1,837,725.00	1,609,725.00
Deductions:			
Funds Temporarily Held To Pay Notes			6,995.10
Self-liquidating Debt	664,700.00	708,400.00	597,603.80
Total Deductions	664,700.00	708,400.00	604,5989.90
Net Debt	$ 1,486,826.00	$ 1,129,325.00	$ 1,005,126.10

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 1.09%.

	Gross Debt	Deductions	Net Debt
Local School District	$ 1,207,000.00	$ 1,207,000.00	
Water Utility	644,700.00	644,700.00	
General	1,486,826.00		$ 1,486,826.00
	$ 3,338,526.00	$ 1,851,700.00	$ 1,486,826.00

Net Debt $1,486,826.00 divided by the Equalized Valuation Basis per N.J.S.A.40A:2-2 as amended, $135,712,092.00 equals 1.09%

Note 12: **CAPITAL DEBT (CONT'D)**

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

3 1/2% of Equalized Valuation Basis (Municipal)	$ 4,749,923.22
Net Debt	1,486,826.00
Remaining Borrowing Power	$ 3,263,097.22

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

Cash Receipts from Fees, Rents, Fund Balance Anticipated, Interest and Other Investment Income, and Other Charges for Year		$460,923.44
Deductions:		
Operating and Maintenance Cost	$ 410,181.60	
Debt Service per Water Fund	50,711.60	
Total Deductions		460,893.20
Excess in Revenue		$ 30.24

The foregoing debt information is in agreement with the Annual Debt Statement filed by the Chief Financial Officer.

Schedule of Annual Debt Service for Principal and Interest for Bonded Debt Issued and Outstanding

	Water Utility		
Year	Principal	Interest	Total
2014	$ 20,000.00	$ 975.00	$ 20,975.00

Note 13: **DEFERRED CHARGES TO BE RAISED IN SUCCEEDING BUDGETS**

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2013, the following deferred charges are shown on the statement of assets, liabilities, reserves and fund balance of the following fund:

	Balance Dec. 31, 2013	2014 Budget Appropriation
Current Fund:		
Special Emergency Authorizations	$22,600.00	$22,600.00

The appropriations in the 2014 Budget as adopted are not less than that required by the statutes.

Note 14: **SCHOOL TAXES**

Local District School Tax has been raised and the liability deferred by statutes, resulting in the school tax payable set forth in the Current Fund liabilities as follows:

	Balance Dec. 31,	
	2013	2012
Balance of Tax	$ 508,748.50	$ 597,960.00
Deferred	508,748.50	574,613.50
	-	$ 23,346.50

Note 15: **JOINT INSURANCE POOL**

The Borough of Brooklawn 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 Fund provides the Borough with the following coverage:

Property - Blanket Building and Grounds
Boiler and Machinery
General and Automobile Liability
Worker's Compensation
Crime Coverage

Contributions to the Fund, are payable in an annual premium and is based on actuarial assumptions determined by the Fund's actuary. 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 to $200,000 based on the line of coverage for each insured event.

The Fund publishes its own financial report for the year ended December 31, 2013, which can be obtained from:

Camden County Municipal Joint Insurance Fund
9 Campus Drive, Suite 16
Parsippany, New Jersey 07054

Note 16: **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:

Year	Borough Contributions	Amount Reimbursed	Ending Balance
2013	$ 23,000.00	$ 24,133.27	$ 18,123.87
2012	4,000.00	1,472.43	19,205.34
2011	20,000.00	66,517.60	16,548.98

Note 17: **REPLACEMENT RESERVE**

In accordance with the grant agreement between the Borough of Brooklawn and the Department of Community Affairs, a "Replacement Reserve" has been established to maintain and repair 15 Borough owned homes rehabilitated with Neighborhood Preservation – Balanced Housing Funds to provide housing for low to moderate income residents. In accordance with the grant agreement an MAI appraisal was performed and established a required annual contribution to the replacement reserve in the amount of $1,100.00 per unit. The maximum funding amount to the Replacement Reserve shall not exceed $10,000.00 per unit. As of December 31, 2013, the balance in the reserve is $16,035.17.

The Replacement Reserve is no longer required. Remaining funds are accounted for in the trust fund. The replacement reserve was required to be established to provide funding for future repairs, replacements, and rehabilitation activity, which fall under the list of eligible activities provided by the New Jersey Department of Community Affairs.

Note 18: **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.

SUPPLEMENTAL EXHIBITS

SUPPLEMENTAL EXHIBITS

CURRENT FUND

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Current Cash - Treasurer
For the Year Ended December 31, 2013

		Current Fund		Federal and State Grant Fund
Balance December 31, 2012		$ 881,836.54		$ 27,428.16
Increased by Receipts:				
Taxes Receivable	$ 3,965,874.65			
Prepaid Taxes	74,926.53			
Tax Overpayments	6,829.69			
Due to State of New Jersey:				
Senior Citizens and Veterans Deductions	26,500.00			
Marriage License Fees	325.00			
State Training Fees	1,424.00			
Rents Receivable - Borough-Owned Homes	265,934.07			
Prepaid Rents on Borough Owned Homes	2,609.00			
Revenue Accounts Receivable	514,956.09			
Interlocal Service Agreements	5,572.00			
Miscellaneous Revenue Not Anticipated	59,667.35			
Other Accounts Receivable	124.35			
Due from Trust - Animal Control Fund	165.94			
Due from Trust - Other Fund	1,713.54			
Due from Water Utility Operating Fund	2,104.00			
Due from Public Assistance Fund	11.29			
Due to Camden County M.U.A.	57,213.23			
Petty Cash (Contra)	200.00			
Federal and State Grants Fund:				
Federal and State Grants Receivable			$ 114,243.61	
Reserve for Federal and State Grants	8,459.08			
		4,994,609.81		114,243.61
Carried Forward		5,876,446.35		141,671.77

(Continued)

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Current Cash - Treasurer
For the Year Ended December 31, 2013

		Current Fund		Federal and State Grant Fund
Brought Forward		$ 5,876,446.35		$ 141,671.77
Decreased by Disbursements:				
2012 Appropriation Reserves	$ 35,600.34			
2013 Appropriations	1,831,064.66			
County Taxes	1,122,952.97			
Due to County Added and Omitted Taxes	8.54			
Due State of New Jersey - Marriage License Fees	275.00			
Due State of New Jersey - State Training Fees	2,175.00			
Local District School Tax	1,106,708.50			
Payroll Deductions Payable	708,555.51			
Tax Overpayments	3,542.11			
Petty Cash (Contra)	200.00			
Due to Trust Other Fund	382.03			
Due to General Capital Fund	69,350.59			
Due from Water Utility Operating Fund	204.44			
Due to Camden County M.U.A.	57,213.23			
Overpaid School Taxes	41,197.50			
Reserve for Federal and State Grants			$ 8,459.08	
Reserve for Federal and State Grants--Appropriated			108,439.07	
		4,979,430.42		116,898.15
Balance December 31, 2013		$ 897,015.93		$ 24,773.62

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Change Funds
For the Year Ended December 31, 2013

Balance December 31, 2013	$ 240.00
	Analysis of Balance
Collector - Treasurer	$ 100.00
Police	30.00
Municipal Court	110.00
	$ 240.00

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Taxes Receivable and Analysis of Property Tax Levy
For the Year Ended December 31, 2013

Year	Balance Dec. 31, 2012	2013 Levy	Added Taxes	Collections 2012	Collections 2013	Due from State of New Jersey	Overpayments Applied	Canceled	Transfer to Liens	Balance Dec. 31, 2013
2010	$ 1,863.67				$ 1,863.67					
2012	130,353.82		$ 1,250.00		131,509.10			$ 94.72		
	132,217.49	$ -	1,250.00	$ -	133,372.77	$ -	$ -	94.72	$ -	$ -
2013		3,979,500.67		21,899.05	3,832,501.88	27,250.00	2,515.88	6,975.66	5,016.11	83,342.09
	$ 132,217.49	$ 3,979,500.67	$ 1,250.00	$ 21,899.05	$ 3,965,874.65	$ 27,250.00	$ 2,515.88	$ 7,070.38	$ 5,016.11	$ 83,342.09

Analysis of 2013 Property Tax Levy

Tax Yield:		
General Property Tax		$ 3,955,610.09
Added Taxes (54:4-63.1 et. seq.)		23,890.58
		$ 3,979,500.67
Tax Levy:		
Local School District Tax (Abstract)	$1,017,497.00	
County Taxes:		
County Tax (Abstract)	$ 1,031,608.18	
County Library	64,333.85	
Open Space	27,010.94	
Due County for Added/Omitted Taxes	6,735.01	
Total County Taxes	1,129,687.98	
Local Tax for Municipal Purposes	1,814,000.00	
Add: Additional Tax Levied	18,315.69	
	1,832,315.69	
		$ 3,979,500.67

Exhibit SA-4

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Tax Title Liens
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 43,197.25
Increased by:	
Transfer from 2013 Taxes Receivable	5,016.11
Balance December 31, 2013	$ 48,213.36

Exhibit SA-5

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Due to State of New Jersey
Veterans' and Senior Citizens' Deductions
For the Year Ended December 31, 2013

Balance December 31, 2012		$ 14,741.38
Increased by:		
Received from State of New Jersey		26,500.00
		41,241.38
Accrued in 2013 to Municipality:		
Senior Citizens' Deductions per Tax Billings	$ 10,750.00	
Veterans' Deductions per Tax Billings	17,000.00	
Deductions Allowed by Collector - 2013 Taxes	750.00	
	28,500.00	
Deduct:		
Deductions Disallowed by Collector - 2013 Taxes	1,250.00	
Subtotal 2013 Tax Accrual	27,250.00	
Deduct:		
Deductions Disallowed by Collector - Prior Taxes	1,250.00	
		26,000.00
Balance December 31, 2013		$ 15,241.38

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Rents Receivable - Borough Owned Homes
For the Year Ended December 31, 2013

Balance December 31, 2012		$ 14,691.31
Increased by:		
2013 Rental Charges and Late Fees		269,123.76
		283,815.07
Decreased by:		
Receipts	$ 265,934.07	
Prepayments Applied	3,201.00	
		269,135.07
Balance December 31, 2013		$ 14,680.00

Exhibit SA-7

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Revenue Accounts Receivable
For the Year Ended December 31, 2013

	Balance Dec. 31, 2012	Accrued In 2013	Collected	Trust Fund Animal Fund	Trust Fund Other Fund	General Capital Fund	Public Assistance Fund	Balance Dec. 31, 2013
Miscellaneous Revenue Anticipated:								
Licenses:								
Alcoholic Beverages		$ 12,650.00	$ 12,650.00					
Other		7,775.00	7,775.00					
Construction Code Official								
Fees and Permits		18,239.00	18,239.00					
Municipal Court:								
Fines and Costs	$ 4,294.14	88,186.79	86,812.22					$ 5,668.71
Interest on Bank Accounts	7.04	54.29	57.36					3.97
Interest and Costs on Taxes		28,060.56	28,060.56					
Interest on Investments		6,647.43	3,949.12	$ 41.03	$ 607.24	$ 2,047.80	$ 2.24	
Uniform Fire Safety Act :								
Fees and Permits		2,563.00	2,563.00					
Hotel/Motel Tax		30,688.23	30,688.23					
Rental Registration Fees		27,020.00	27,020.00					
Consolidated Municipal Property Tax Relief Aid		7,280.80	7,280.80					
Energy Receipts Tax P.L. 1997, Chapters 162 & 167)		190,303.23	190,303.23					
Sewer Service Fees		99,557.57	99,557.57					
	$ 4,301.18	$ 519,025.90	$ 514,956.09	$ 41.03	$ 607.24	$ 2,047.80	$ 2.24	$ 5,672.68

BOROUGH OF BROOKLAWN

CURRENT FUND

Statement of Deferred Charges - Special Emergency Authorizations (40A:4-53)

For the Year Ended December 31, 2013

Date Authorized	Purpose	Net Amount Authorized	1/5 of Net Amount Authorized	Balance Dec. 31, 2012	Reduced by Budget Appropriation	Balance Dec. 31, 2013
July 2, 2009	Reserve for Revaluation	$ 100,000.00	$ 20,000.00	$ 40,000.00	$ 20,000.00	$ 20,000.00
July 2, 2009	Reserve for Preparation of Tax Maps	13,000.00	2,600.00	5,200.00	2,600.00	2,600.00
		$ 113,000.00	$ 22,600.00	$ 45,200.00	$ 22,600.00	$ 22,600.00

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Appropriation Reserves
For the Year Ended December 31, 2013

	Balance December 31, 2012 Encumbered	Balance December 31, 2012 Reserved	Balance After Modification	Cash Disbursed	Balance Lapsed
GENERAL GOVERNMENT					
Administrative and Executive					
Salaries and Wages					
Municipal Clerk's Office		$ 844.87	$ 844.87		$ 844.87
Mayor and Council	$ 521.50	279.14	800.64		800.64
Borough Recorder		374.00	374.00		374.00
Other Expenses					
Printing and Legal	133.33	388.46	521.79	$ 84.78	437.01
Mayor and Council		554.07	554.07	521.50	32.57
Miscellaneous Other Expenses	11,589.90	635.71	12,225.61	9,628.85	2,596.76
Elections					
Other Expenses		1,186.80	1,186.80		1,186.80
Financial Administration					
Salaries and Wages:					
Treasurer's Office		419.44	419.44		419.44
Chief Financial Officer		870.89	870.89		870.89
Assessment of Taxes					
Salaries and Wages		1,717.46	1,717.46		1,717.46
Other Expenses		1,194.39	1,194.39		1,194.39
Collection of Taxes					
Salaries and Wages		40.55	40.55		40.55
Other Expenses		1,115.09	1,115.09		1,115.09
Legal Services					
Other Expenses	3,230.00	1,717.14	4,947.14	2,062.98	2,884.16
Administration of Borough Owned Homes					
Salaries and Wages		84.35	84.35		84.35
Municipal Prosecutor					
Salaries and Wages		0.05	0.05		0.05

(Continued)

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Appropriation Reserves
For the Year Ended December 31, 2013

	Balance December 31, 2012 Encumbered	Balance December 31, 2012 Reserved	Balance After Modification	Cash Disbursed	Balance Lapsed
GENERAL GOVERNMENT (CONT'D):					
Engineering Services and Costs					
Other Expenses		$ 3,018.75	$ 3,018.75	$ 2,318.75	$ 700.00
Public Buildings and Grounds					
Other Expenses	$ 1,955.30	2,420.83	4,376.13	1,955.30	2,420.83
Maintenance of Borough Owned Homes					
Salaries and Wages		234.43	234.43		234.43
Other Expenses		15.42	15.42		15.42
Municipal Land Use Law (N.J.S.A. 40:55D-1)					
Planning & Zoning Boards					
Salaries and Wages		13.94	13.94		13.94
Other Expenses	776.02	2.18	778.20	641.02	137.18
Group Insurance Plan for Employees		1,758.05	1,758.05	307.49	1,450.56
Worker's Compensation Insurance	269.58	16,967.24	17,236.82	269.58	16,967.24
Other Insurance Premiums		2,060.81	2,060.81		2,060.81
Animal Control					
Other Expenses		1,306.22	1,306.22		1,306.22
Celebration of Public Events					
Other Expenses		478.72	478.72		478.72
PUBLIC SAFETY					
Fire Prevention					
Salaries and Wages		24.00	24.00		24.00
Other Expenses		101.72	101.72		101.72
Police					
Salaries and Wages		28,503.12	28,503.12		28,503.12
Other Expenses	3,309.25	2.78	3,312.03	2,464.25	847.78
Volunteer Fire Misc.					
Other Expenses	750.00	842.86	1,592.86	740.00	852.86

(Continued)

Exhibit SA-9

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Appropriation Reserves
For the Year Ended December 31, 2013

	Balance December 31, 2012 Encumbered	Balance December 31, 2012 Reserved	Balance After Modification	Cash Disbursed	Balance Lapsed
GENERAL GOVERNMENT (CONT'D)					
PUBLIC SAFETY (CONT'D)					
Volunteer Ambulance Assoc.					
Other Expenses	$ 1,660.01	$ 934.41	$ 2,594.42	$ 1,660.01	$ 934.41
Municipal Code Enforcement Official					
Salaries and Wages		13.78	13.78		13.78
Other Expenses		250.00	250.00		250.00
Office of Emergency Management					
Other Expenses	100.00	130.01	230.01		230.01
Municipal Court					
Salaries and Wages		855.29	855.29		855.29
Other Expenses	1,659.00	97.05	1,756.05	1,726.09	29.96
Traffic Signal					
Other Expenses	622.00	0.02	622.02	622.00	0.02
Public Defender					
Salaries and Wages		528.67	528.67		528.67
STREETS AND ROADS					
Road Repairs & Maintenance					
Salaries and Wages		139.09	139.09		139.09
Other Expenses		1,364.94	1,364.94		1,364.94
Vehicle Maintenance					
Other Expenses	207.38	3,903.49	4,110.87	213.07	3,897.80
SANITATION					
Sewer System					
Salaries and Wages	1,764.43	6,919.59	8,684.02	1,764.43	6,919.59
Other Expenses	15.34	4,261.24	4,276.58	7.08	4,269.50

(Continued)

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Appropriation Reserves
For the Year Ended December 31, 2013

	Balance December 31, 2012 Encumbered	Balance December 31, 2012 Reserved	Balance After Modification	Cash Disbursed	Balance Lapsed
GENERAL GOVERNMENT (CONT'D)					
SANITATION (CONT'D)					
Garbage & Trash Removal					
Salaries and Wages		$ 926.01	$ 926.01		$ 926.01
Other Expenses	$ 317.33	294.24	611.57	$ 317.33	294.24
Sanitary Landfill					
Other Expenses	5,088.00	25,955.58	31,043.58	3,219.66	27,823.92
Recycling					
Salaries and Wages		1,707.19	1,707.19		1,707.19
Other Expenses	1,602.00	1,409.59	3,011.59	1,184.50	1,827.09
HEALTH AND WELFARE:					
Board of Health					
Salaries and Wages		17.00	17.00		17.00
Other Expenses	42.00	146.05	188.05	42.00	146.05
Parks & Playgrounds					
Other Expenses		2,381.44	2,381.44		2,381.44
Shade Tree Commission					
Other Expenses	716.07	67.99	784.06	716.07	67.99
STATE UNIFORM CONSTRUCTION CODE					
Construction Code Official					
Salaries and Wages		4.06	4.06		4.06
Subcode Officials:					
Electrical Inspector					
Salaries and Wages		4.05	4.05		4.05
Fire Inspector					
Salaries and Wages		4.05	4.05		4.05
Plumbing Official					
Salaries and Wages		66.00	66.00		66.00

(Continued)

Exhibit SA-9

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Appropriation Reserves
For the Year Ended December 31, 2013

	Balance December 31, 2012 Encumbered	Balance December 31, 2012 Reserved	Balance After Modification	Cash Disbursed	Balance Lapsed
GENERAL GOVERNMENT (CONT'D)					
UTILITIES:					
Utilities	$ 5,511.53	$ 10,792.83	$ 16,304.36	$ 5,452.35	$ 10,852.01
STATUTORY EXPENDITURES					
Contribution to:					
Social Security System (O.A.S.I.)		4,008.41	4,008.41		4,008.41
OPERATIONS EXCLUDED FROM "CAPS"					
Recycling Tax		1,375.66	1,375.66		1,375.66
	$ 41,839.97	$ 137,731.21	$ 179,571.18	$ 37,919.09	$ 141,652.09

Cash Disbursed	$ 35,600.34
Paid by General Capital Account	2,318.75
	$ 37,919.09

Exhibit SA-10

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Due State of New Jersey - Marriage License Fees
For the Year Ended December 31, 2013

Balance December 31, 2012	$	100.00
Increased by:		
Receipts		325.00
		425.00
Decreased by:		
Disbursements		275.00
Balance December 31, 2013	$	150.00

Exhibit SA-11

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Due to State of New Jersey - State Training Fees Payable
For the Year Ended December 31, 2013

Balance December 31, 2012	$	873.00
Increased by:		
Receipts		1,424.00
		2,297.00
Decreased by:		
Disbursements		2,175.00
Balance December 31, 2013	$	122.00

Exhibit SA-12

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Reserve for Payroll Deductions Payable
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 11,067.58
Increased by:	
Payroll Deductions	721,891.76
	732,959.34
Decreased by:	
Disbursements	708,555.51
Balance December 31, 2013	$ 24,403.83

Exhibit SA-13

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Prepaid Taxes
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 21,899.05
Increased by:	
Collection - 2014 Taxes	74,926.53
	96,825.58
Decreased by:	
Application to 2013 Taxes	21,899.05
Balance December 31, 2013	$ 74,926.53

Exhibit SA-14

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Tax Overpayments
For the Year Ended December 31, 2013

Balance December 31, 2012		$ 8,632.95
Increased by:		
Receipts		6,829.69
		15,462.64
Decreased by:		
Refunded	$ 3,542.11	
Canceled	0.13	
Overpayments Applied 2013	2,515.88	
		6,058.12
Balance December 31, 2013		$ 9,404.52

Exhibit SA-15

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of County Taxes Payable
For the Year Ended December 31, 2013

2013 Levy -	
County General	$ 1,031,608.18
County Library	64,333.85
Open Space	27,010.94
	1,122,952.97
Decreased by:	
Disbursements	$ 1,122,952.97

Exhibit SA-16

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Amount Due to County for Added Taxes
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 8.54
Increased by:	
Added & Omitted Taxes Levied in 2013	6,735.01
	6,743.55
Decreased by:	
Disbursements	8.54
Balance December 31, 2013	$ 6,735.01

Exhibit SA-17

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Prepaid Rents on Borough Owned Homes
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 3,201.00
Increased by:	
Collection - 2014 Rents	2,609.00
	5,810.00
Decreased by:	
Applied to Rents Receivable	3,201.00
Balance December 31, 2013	$ 2,609.00

BOROUGH OF BROOKLAWN
CURRENT FUND
Statement of Local District School Taxes
For the Year Ended December 31, 2013

Balance December 31, 2012		
School Taxes Payable	$ 23,346.50	
School Taxes Deferred	574,613.50	
		$ 597,960.00
Increased by:		
Levy - School Year July 1, 2013 to June 30, 2014		1,017,497.00
		1,615,457.00
Decreased by:		
Disbursements		1,106,708.50
Balance December 31, 2013		
School Taxes Payable	-	
School Taxes Deferred	508,748.50	
		$ 508,748.50

2013 Liability for Local District School Tax:	
Tax Paid	$ 1,106,708.50
Add:	
Taxes Payable December 31, 2013	-
	1,106,708.50
Less:	
Taxes Payable December 31, 2012	23,346.50
Amount Charged to 2013 Operations	$ 1,083,362.00

Exhibit SA-19

BOROUGH OF BROOKLAWN
CURRENT FUND
Federal and State Grant Fund
Statement of Federal and State Grants Receivable
For the Year Ended December 31, 2013

Program	Balance Dec. 31, 2012	Accrued	Received	Canceled	Balance Dec. 31, 2013
Federal Grants:					
COPS Hiring Recovery Grant	$ 40,425.48		$ 21,853.79		$ 18,571.69
Bulletproof Vest Partnership	1,160.50				1,160.50
	41,585.98	$ -	21,853.79	$ -	19,732.19
State Grants:					
Clean Communities Program		4,000.00	4,000.00		
Storm Water Management Grant	5,117.00			5,117.00	
Municipal Alliance on Alcoholism and Drug Abuse	10,219.84	7,420.00	7,946.98		9,692.86
Body Armor Replacement Fund		1,184.99	1,184.99		
Safe & Secure Communities Grant	60,000.00	30,000.00	30,000.00	30,000.00	30,000.00
Recreational Facility Enhancement Funding	50,000.00		42,959.28		7,040.72
New Jersey Department of Transportation - Community Circle Pedestrian Improvements	200,000.00				200,000.00
Over the Limit, Under Arrest Grant	6,525.00			6,525.00	
New Jersey Forest Service Grant	9.00			9.00	
Drunk Driving Enforcement Grant		2,024.40	2,024.40		
Recycling Tonnage Grant		4,274.17	4,274.17		
Total State Grants	331,870.84	48,903.56	92,389.82	41,651.00	246,733.58
Total All Grants	$ 373,456.82	$ 48,903.56	$ 114,243.61	$ 41,651.00	$ 266,465.77

BOROUGH OF BROOKLAWN
CURRENT FUND
Federal and State Grant Fund
Statement of Reserve for State Grants - Unappropriated
For the Year Ended December 31, 2013

Program	Balance Dec. 31, 2012	Accrued	Realized as Miscellaneous Revenue in 2013 Budget	Balance Dec. 31, 2013
State Grants:				
Clean Communities Program		$ 4,000.00	$ 4,000.00	
Body Armor Replacement Fund		1,184.99	1,184.99	
Drunk Driving Enforcement Grant		2,024.40	2,024.40	
Municipal Alliance on Alcoholism and Drug Abuse		7,420.00	7,420.00	
Safe & Secure Communities Grant		30,000.00	30,000.00	
Recycling Tonnage Grant	$ 4,913.95	4,274.17	4,913.95	$ 4,274.17
Total State Grants	$ 4,913.95	$ 48,903.56	$ 49,543.34	$ 4,274.17

Exhibit SA-21

BOROUGH OF BROOKLAWN
CURRENT FUND
Federal and State Grant Fund
Statement of Reserves for Federal and State Grants - Appropriated
For the Year Ended December 31, 2013

Program	Dec. 31, 2012 Balance	Dec. 31, 2012 Encumbrances	Transferred from 2013 Budget Appropriation	Disbursed	Encumbered	Canceled	Balance Dec. 31, 2013
Federal Grants:							
COPS Hiring Recovery Grant	$ 66,103.75			$ 41,547.47			$ 24,556.28
Bulletproof Vest Partnership	361.01			360.50			0.51
Total Federal Grants	66,464.76	$ -	$ -	41,907.97	$ -	$ -	24,556.79
State Grants:							
Recreational Facility Enhancement Funding - Concession Stand	32,138.72			25,456.18			6,682.54
Body Armor Replacement Fund	6,411.37		1,184.99	422.50			7,173.86
Recycling Tonnage Grant	8,298.69		4,913.95				13,212.64
Safe and Secure Grant	38,650.42		30,000.00	26,994.55		30,000.00	11,655.87
Drunk Driving Enforcement Grant	8,748.71		2,024.40	1,553.84	271.12		8,948.15
Clean Communities Grant	334.25		4,000.00	4,334.25			
Storm Water Management Grant	13,264.96					13,264.96	
Municipal Alliance on Alcoholism and Drug Abuse	12,355.57	529.80	9,275.00	7,769.78	1,593.75		12,796.84
Over the Limit, Under Arrest Grant	8,700.00					8,700.00	
New Jersey Department of Transportation - Community Circle Pedestrian Improvements	200,000.00						200,000.00
Total State Grants	328,902.69	529.80	51,398.34	66,531.10	1,864.87	51,964.96	260,469.90
Total All Grants	$ 395,367.45	$ 529.80	$ 51,398.34	$ 108,439.07	$ 1,864.87	$ 51,964.96	$ 285,026.69

SUPPLEMENTAL EXHIBITS

TRUST FUND

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Trust Cash - Treasurer
For the Year Ended December 31, 2013

	Animal Control		Other Trust	
Balance December 31, 2012		$ 7,879.61		$ 200,279.69
Increased by Receipts:				
Animal Control Fees	$ 4,312.80			
State Registration Fees	364.20			
Late Fees	840.00			
Due Current Fund	41.03		$ 989.27	
Reserve for Off Duty Police Work			13,237.50	
Reserve for Security Deposits on Borough Owned Homes			2,799.13	
Reserve for Site Plan Escrow			12,337.10	
Reserve for Unemployment Compensation Insurance			23,051.80	
Reserve for Parking Offenses Adjudication Act			18.00	
Reserve for Local Law Enforcement			218.10	
Reserve for Public Defender Fees			5,625.00	
Reserve for Developers Escrow Deposits			20,000.00	
Reserve for Community Development Block Grants			19,952.00	
Reserve for Tax Title Lien Redemptions			86,344.46	
Reserve for Tax Sale Premiums			57,300.00	
		5,558.03		241,872.36
		13,437.64		442,152.05
Decreased by Disbursements:				
Expenditures under R.S. 4:19-15.11 - Cash	4,000.00			
State Registration Fees	364.20			
Due Current Fund	165.94		2,993.54	
Reserves for:				
Off Duty Police Work			12,060.40	
Community Development Block Grants			17,934.50	
Security Deposits on Borough Owned Homes			2,474.07	
Replacement of Borough Owned Homes			44,595.30	
Unemployment Compensation Insurance			24,133.27	
Recreation Donations			168.00	
Public Defender Fees			5,617.16	
Site Plan Escrow Expenses			15,957.10	
Developer Escrow Expenses			11,963.35	
Tax Title Lien Redemptions			75,814.64	
Tax Sale Premiums			19,200.00	
		4,530.14		232,911.33
Balance December 31, 2013		$ 8,907.50		$ 209,240.72

Exhibit SB-2

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Animal Control Fund
Statement of Reserve for Animal Control Expenditures
For the Year Ended December 31, 2013

Balance December 31, 2012		$ 7,713.67
Increased by Receipts:		
Dog License Fees Collected	$ 3,412.80	
Cat License Fees Collected	900.00	
	4,312.80	
Late Fees	840.00	
		5,152.8
		12,866.47
Decreased by Disbursements:		
Expenditures under R.S. 4:19-15.11 - Cash		4,000.00
Balance December 31, 2013		$ 8,866.47

License Fees Collected

Year	Amount
2011	$ 4,388.60
2012	4,541.80
	$ 8,930.40

Exhibit SB-3

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Animal Control Fund
Statement of Due to Current Fund
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 165.94
Increased by:	
Interest Earned	41.03
	206.97
Decreased by:	
Interfund Returned	165.94
Balance December 31, 2013	$ 41.03

Exhibit SB-4

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Due to/from Current Fund
For the Year Ended December 31, 2013

Balance December 31, 2012 (Due to)		$ 1,414.09
Increased by:		
Cash Disbursed for Current Fund - Budget Appropriation	$ 1,280.00	
Cash Disbursed Erroneously to Current Fund	299.45	
		1,579.45
		2,993.54
Decreased by:		
Cash Receipts:		
Cash Receipts Erroneously Transferred from Current Fund	382.03	
Interest Earned by Trust Other Account	607.24	
	989.27	
Cash Disbursed:		
Interfund Returned	1,414.09	
		2,403.36
Balance December 31, 2013 (Due from)		$ 590.18

Exhibit SB-5

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Community Development Block Grants Receivable
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 48,323.46
Decreased by:	
Cash Receipts	19,952.00
Balance December 31, 2013	$ 28,371.46

Exhibit SB-6

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Reserve for Off-Duty Police Work
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 31,485.58
Increased by:	
Receipts	13,237.50
	44,723.08
Decreased by:	
Disbursements	12,060.40
Balance December 31, 2013	$ 32,662.68

Exhibit SB-7

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Reserve for Community Development Block Grants
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 61,591.10
Decreased by:	
Disbursements	17,934.50
Balance December 31, 2013	$ 43,656.60

Exhibit SB-8

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Reserve for Security Deposits on
Borough Owned Homes
For the Year Ended December 31, 2013

Balance December 31, 2012		$ 27,686.78
Increased by:		
Deposits	$ 2,785.00	
Interest	14.13	
		2,799.13
		30,485.91
Decreased by:		
Refunds		2,474.07
Balance December 31, 2013		$ 28,011.84

Exhibit SB-9

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Reserve for Replacement of Borough Owned Homes
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 60,630.47
Decreased by:	
Disbursements - Maintenance of Borough Owned Homes	44,595.30
Balance December 31, 2013	$ 16,035.17

Exhibit SB-10

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Reserve for Unemployment Compensation Insurance
For the Year Ended December 31, 2013

Balance December 31, 2012		$ 19,205.34
Increased by:		
Budget Appropriations:		
Current Fund	$ 23,000.00	
Interest Earned	51.80	
		23,051.80
		42,257.14
Decreased by:		
Claims Paid		24,133.27
Balance December 31, 2013		$ 18,123.87

Exhibit SB-11

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Reserve for Parking Offenses Adjudication Act
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 327.00
Increased by:	
Cash Received from Municipal Court	18.00
Balance December 31, 2013	$ 345.00

Exhibit SB-12

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Reserve for Local Law Enforcement
For the Year Ended December 31, 2013

Balance December 31, 2012		$ 7,593.85
Increased by:		
Contributions	$ 187.20	
Interest Earned on Deposits	30.90	
		218.10
Balance December 31, 2013		$ 7,811.95

Exhibit SB-13

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Reserve for Public Defender Fees
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 0.21
Increased by:	
Public Defender Fees	5,625.00
	5,625.21
Decreased by:	
Public Defender Expenses	5,617.16
Balance December 31, 2013	$ 8.05

Exhibit SB-14

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Reserve for Recreation Donations
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 4,089.72
Decreased by:	
Donations Disbursed	168.00
Balance December 31, 2013	$ 3,921.72

Exhibit SB-15

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Reserve for Tax Title Lien Redemptions
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 3,977.63
Increased by:	
2013 Deposits for Tax Title Lien Redemptions	86,344.46
	90,322.09
Decreased by:	
Disbursed - Tax Title Certificates Redeemed	75,814.64
Balance December 31, 2013	$ 14,507.45

Exhibit SB-16

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Reserve for Tax Sale Premiums
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 22,500.00
Increased by:	
Tax Sale Premiums Received	57,300.00
	79,800.00
Decreased by:	
Tax Sale Premiums Returned	19,200.00
Balance December 31, 2013	$ 60,600.00

Exhibit SB-17

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Reserve for Site Plan Review Escrow
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 5,028.50
Increased by:	
Escrow Deposits	12,337.10
	17,365.60
Decreased by:	
Cash Disbursements	15,957.10
Balance December 31, 2013	$ 1,408.50

Exhibit SB-18

BOROUGH OF BROOKLAWN
TRUST OTHER FUND
Statement of Reserve for Developers Escrow Deposits
For the Year Ended December 31, 2013

2013 Developers Escrow Deposits	$ 20,000.00
Decreased by:	
Escrow Expenses	11,963.35
Balance December 31, 2013	$ 8,036.65

SUPPLEMENTAL EXHIBITS

GENERAL CAPITAL FUND

Exhibit SC-1

BOROUGH OF BROOKLAWN
GENERAL CAPITAL FUND
Statement of General Capital Cash and Investment - Treasurer
For the Year Ended December 31, 2013

Balance December 31, 2012		$ 576,768.95
Increased by Receipts:		
Due from Current Fund	$ 71,398.39	
Bond Anticipation Notes	402,230.00	
Capital Improvement Fund	15,000.00	
		488,628.39
		1,065,397.34
Decreased by Disbursements:		
Improvement Authorizations	79,333.02	
Contracts Payable	507,886.75	
Due from Current Fund	2,881.25	
		590,101.02
Balance December 31, 2013		$ 475,296.32

BOROUGH OF BROOKLAWN
GENERAL CAPITAL FUND
Analysis of General Capital Cash and Investments
For the Year Ended December 31, 2013

		Balance Dec. 31, 2012	Receipts: Bond Anticipation Notes	Receipts: Miscel-laneous	Disbursements: Improvement Authorizations	Disbursements: Miscel-laneous	Transfers: From	Transfers: To	Balance Dec. 31, 2013
Capital Improvement Fund		$ 35,139.28		$ 15,000.00			$ 25,144.00		$ 24,995.28
Improvement Authorizations:									
Ord. No.									
2004-12	Improvements to Borough-Owned Properties	6,288.25							6,288.25
2004-13	Shoreline Stabilization and Waterfront Park Senior Housing Project	2,258.50							2,258.50
2006-8	Road Improvements to North and South Wilson Ave.	58,338.00							58,338.00
2006-14	Acquisition of Computer & Recording Equipment	12,224.26							12,224.26
2008-4	Road Improvements to Timber Boulevard	12,992.50							12,992.50
2009-3	Road Improvements to Community Circle, Horton Avenue and Bergen Street	15,551.46			$ 2,627.50				12,923.96
2011-6	Acquisition of Dump Truck and Four-Wheel Drive Vehicle and Repair, Renovation and Replacement of Firehouse Roof and Heater and Community Center Heater	33,796.28							33,796.28
2011-10	Repair and Reconstruction of Sanitary Sewer System	364.74							364.74
2011-11	Improvements to Approaches to Railroad Grade Crossings	201,935.00			7,782.50				194,152.50
2011-12	Supplemental Funding for Repair and Reconstruction or Sanitary Sewer System	5,821.52							5,821.52
2012-7	Purchase of EMS Equipment, Fire Department Vehicle and Repaving of Christan Street and Community Road	5,032.25					3,997.75		1,034.50
2013-3	Acquisition of Various Capital Equipment and the Completion of Various Capital Improvements		$ 402,230.00		68,923.02		165,967.00	$ 21,170.00	188,509.98
2013-11	Acquisition of Sport Utility Police Vehicles and Improvements to Borough Railroad Crossings						214,735.00	139,504.00	(75,231.00)
Contracts Payable		508,889.00				$ 507,886.75		384,699.75	385,702.00
New Jersey Transportation Trust Fund Receivable		(252,511.50)					135,530.00		(388,041.50)
Current Fund		(69,350.59)		71,398.39		2,881.25			(833.45)
		$ 576,768.95	$ 402,230.00	$ 86,398.39	$ 79,333.02	$ 510,768.00	$ 545,373.75	$ 545,373.75	$ 475,296.32

Exhibit SC-3

BOROUGH OF BROOKLAWN

GENERAL CAPITAL FUND

Schedule of Deferred Charges to Future Taxation - Unfunded

For the Year Ended December 31, 2013

Ordinance Number	Improvement Description	Balance Dec. 31, 2012	2013 Authorizations	Notes Paid by Budget Appropriation	Balance Dec. 31, 2013	Analysis of Balance Dec. 31, 2013: Bond Anticipation Notes	Expenditures	Unexpended Improvement Authorizations
2002-7	Acquisition of a Refurbished Ambulance	$ 2,127.25		$ 2,127.25				
2003-8	Local Share of New Broadway Streetscape Project	20,917.75		917.75	$ 20,000.00	$ 20,000.00		
2004-3	Reconstruction of Bergen Street	2,800.00		2,800.00				
2004-12	Improvements to Borough-Owned Properties	38,000.00		19,000.00	19,000.00	19,000.00		
2004-13	Shoreline Stabilization and Waterfront Park Improvements	40,130.00		20,060.00	20,070.00	20,070.00		
2005-4	Road Improvements to North & South Wilson Ave.	25,680.00		7,945.00	17,735.00	17,735.00		
2006-1	Improvements to Borough-Owned Properties	42,560.00		13,060.00	29,500.00	29,500.00		
2006-8	Road Improvements to North & South Wilson Ave.	33,670.00		11,070.00	22,600.00	22,600.00		
2006-14	Acquisition of Computer & Recording Equipment	28,500.00		7,500.00	21,000.00	21,000.00		
2007-5	Purchase of Various Equipment and Apparatus	127,415.00		23,325.00	104,090.00	104,090.00		
2008-4	Road Improvements to Timber Boulevard	19,490.00		2,110.00	17,380.00	17,380.00		
2008-6	Acquisition of Refurbished Fire Apparatus	40,630.00		5,810.00	34,820.00	34,820.00		
2009-3	Road Improvements to Community Circle, Horton Avenue and Bergen Street	45,500.00		2,000.00	43,500.00	43,500.00		
2009-11	Repair and Reconstruction of Sanitary Sewer along Horton and Hannevig Roads	53,430.00		2,500.00	50,930.00	50,930.00		
2011-6	Acquisition of Dump Truck and Four-Wheel Drive Vehicle and Repair, Renovation and Replacement of Firehouse Roof and Heater and Community Center Heater	144,875.00			144,875.00	144,875.00		
2011-10	Repair and Reconstruction of Sanitary Sewer System	28,500.00			28,500.00	28,500.00		
2011-11	Improvements to Approaches to Railroad Grade Crossings	28,500.00			28,500.00	28,500.00		
2011-12	Supplemental Funding for Repair and Reconstruction of Sanitary Sewer System	19,000.00			19,000.00	19,000.00		
2012-7	Purchase of EMS Equipment, Fire Department Vehicle and Repaving of Christan Street and Community Road	387,600.00			387,600.00	387,600.00		
2013-3	Acquisition of Various Capital Equipment and the Completion of Various Capital Improvements		$ 402,230.00		402,230.00	402,230.00		
2013-11	Acquisition of Sport Utility Police Vehicles and Improvements to Borough Railroad Crossings		75,496.00		75,496.00		$ 75,231.00	$ 265.00
		$ 1,129,325.00	$ 477,726.00	$ 120,225.00	$ 1,486,826.00	$ 1,411,330.00	$ 75,231.00	$ 265.00

Exhibit SC-4

BOROUGH OF BROOKLAWN
GENERAL CAPITAL FUND
Statement of Due from Current Fund
For the Year Ended December 31, 2013

Balance December 31, 2012		$ 69,350.59
Increased by:		
Cash Disbursements:		
Paid for Current Fund - Budget Appropriations	$ 562.50	
Paid for Current Fund - Appropriations Reserves	2,318.75	
		2,881.25
		72,231.84
Decreased by:		
Cash Receipts:		
Interest on Investment of Deposits	2,047.80	
Interfund Returned	69,350.59	
		71,398.39
Balance December 31, 2013		$ 833.45

Exhibit SC-5

BOROUGH OF BROOKLAWN
GENERAL CAPITAL FUND
Statement of Capital Improvement Fund
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 35,139.28
Increased by:	
2013 Budget Appropriation	15,000.00
	50,139.28
Decreased by:	
Appropriated to Finance Improvement Authorizations	25,144.00
Balance December 31, 2013	$ 24,995.28

Exhibit SC-6

BOROUGH OF BROOKLAWN
GENERAL CAPITAL FUND
Statement of Contracts Payable
For the Year Ended December 31, 2013

Balance December 31, 2012		$ 508,889.00
Increased by:		
Charges to Improvement Authorizations		384,699.75
		893,588.75
Decreased by:		
Disbursed		507,886.75
Balance December 31, 2013		$ 385,702.00
Analysis of Balance Dec. 31, 2013	Ord.	
Conrail Consolidated Railroad Co.	2011-11	$ 5,000.00
Granturk Equipment Co., Inc.	2013-3	160,167.00
Joriec Inc.	2013-3	5,800.00
Charles Maradino, LLC	2013-11	214,735.00
		$ 385,702.00

Exhibit SC-7

BOROUGH OF BROOKLAWN
GENERAL CAPITAL FUND
New Jersey Transportation Trust Fund Receivable
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 252,511.50
Increased by:	
2013 Grant	135,530.00
Balance December 31, 2013	$ 388,041.50
Analysis of Balance	
Road Improvements to North & South Wilson - Ord. 2006-8	$ 18,511.50
Improvements to Approaches to Railroad Grade Crossings - Ord, 2011-11	199,000.00
Repaving of Christan Street and Community Road - Ord. 2012-7	35,000.00
Acquisition of Sport Utility Police Vehicles and Improvements to Borough Railroad Crossings - 2013-11	135,530.00
	$ 388,041.50

Exhibit SC-8

BOROUGH OF BROOKLAWN
GENERAL CAPITAL FUND
Statement of Improvement Authorizations
For the Year Ended December 31, 2013

Ordinance Number	Improvement Description	Ordinance Date	Ordinance Amount	Dec. 31, 2012 Funded	Dec. 31, 2012 Unfunded	2013 Authorizations: Capital Improvement Fund	2013 Authorizations: Deferred Charges to Future Taxation - Unfunded	2013 Authorizations: Department of Transportation Grant	Paid or Charged	Dec. 31, 2013 Funded	Dec. 31, 2013 Unfunded
2004-12	Improvements to Borough-Owned Properties	10/18/2004	$ 200,000.00		$ 6,288.25						$ 6,288.25
2004-13	Shoreline Stabilization and Waterfront Park Senior Housing Project	10/18/2004	540,000.00		2,258.50						2,258.50
2006-8	Road Improvements to N. & S. Wilson Ave.	5/15/2006	200,000.00	$ 24,668.00	33,670.00					$ 24,668.00	33,670.00
2006-14	Acquisition of Computer & Recording Equipment	10/16/2006	45,000.00		12,224.26						12,224.26
2008-4	Road Improvements to Timber Boulevard				12,992.50						12,992.50
2009-3	Road Improvements to Community Circle, Horton Avenue and Bergen Street	4/21/2009	230,000.00		15,551.46				$ 2,627.50		12,923.96
2011-6	Acquisition of Dump Truck and Four-Wheel Drive Vehicle and Repair, Renovation and Replacement of Firehouse Roof and Heater and Community Center Heater	6/20/2011	152,500.00		33,796.28						33,796.28
2011-10	Repair and Reconstruction of Sanitary Sewer System	7/18/2011	30,000.00		364.74						364.74
2011-11	Improvements to Approaches to Railroad Grade Crossings	7/18/2011	229,000.00	173,435.00	28,500.00				7,782.50	165,652.50	28,500.00
2011-12	Supplemental Funding for Repair and Reconstruction or Sanitary Sewer System	9/19/2011	20,000.00		5,821.52						5,821.52
2012-7	Purchase of EMS Equipment, Fire Department Vehicle and Repaving of Christana Street and Community Road	6/18/2012	548,000.00		5,032.25				3,997.75		1,034.50
2013-3	Acquisition of Various Capital Equipment and the Completion of Various Capital Improvements	4/15/2013	423,400.00			$ 21,170.00	$ 402,230.00		234,890.02		188,509.98
2013-11	Acquisition of Sport Utility Police Vehicles and Improvements to Borough Railroad Crossings	10/21/2013	215,000.00			3,974.00	75,496.00	$ 135,530.00	214,735.00		265.00
				$ 198,103.00	$ 156,499.76	$ 25,144.00	$ 477,726.00	$ 135,530.00	$ 464,032.77	$ 190,320.50	$ 338,649.49

Contracts Payable	$ 384,699.75
Disbursed	79,333.02
	$ 464,032.77

BOROUGH OF BROOKLAWN
GENERAL CAPITAL FUND
Statement of Bond Anticipation Notes
For the Year Ended December 31, 2013

Ord. Number	Purpose	Date of Issue of Original Note	Date of Issue	Date of Maturity	Interest Rate	Balance Dec. 31, 2012	Increased	Decreased	Balance Dec. 31, 2013
2002-7	Acquisition of a Refurbished Ambulance	12/14/2004	11/21/2012	7/24/2013	0.88%	$ 2,127.25		$ 2,127.25	
2003-8	Local Share of New Broadway Streetscape Improvement Project	11/23/2011	11/21/2012	7/24/2013	0.88%	20,917.75		20,917.75	
			7/23/2013	7/22/2014	1.04%		$ 20,000.00		$ 20,000.00
2004-3	Reconstruction of Bergen Street	12/14/2004	11/21/2012	7/24/2013	0.88%	2,800.00		2,800.00	
2004-12	Improvements to Borough-Owned Properties	12/14/2004	11/21/2012	7/24/2013	0.88%	38,000.00		38,000.00	
			7/23/2013	7/22/2014	1.04%		19,000.00		19,000.00
2004-13	Shoreline Stabilization and Waterfront Park Senior Housing Project	12/14/2004	11/21/2012	7/24/2013	0.88%	40,130.00		40,130.00	
			7/23/2013	7/22/2014	1.04%		20,070.00		20,070.00
2005-4	Road Improvements in the Borough of Brooklawn	8/7/2007	7/25/2012	7/24/2013	0.965%	25,680.00		25,680.00	
			7/23/2013	7/22/2014	1.04%		17,735.00		17,735.00
2006-1	Improvements to Borough-Owned Properties	8/7/2007	7/25/2012	7/24/2013	0.965%	42,560.00		42,560.00	
			7/23/2013	7/22/2014	1.04%		29,500.00		29,500.00
2006-8	Road Improvements to N. and S. Wilson Ave.	8/7/2007	7/25/2012	7/24/2013	0.965%	33,670.00		33,670.00	
			7/23/2013	7/22/2014	1.04%		22,600.00		22,600.00
2006-14	Acquisition of Computer & Recording Equipment	8/7/2007	7/25/2012	7/24/2013	0.965%	28,500.00		28,500.00	
			7/23/2013	7/22/2014	1.04%		21,000.00		21,000.00
2007-5	Acquisition of Equipment and Apparatus	8/7/2007	7/25/2012	7/24/2013	0.965%	127,415.00		127,415.00	
			7/23/2013	7/22/2014	1.04%		104,090.00		104,090.00
2008-4	Road Improvements to Timber Boulevard	12/3/2008	11/21/2012	7/24/2013	0.88%	19,490.00		19,490.00	
			7/23/2013	7/22/2014	1.04%		17,380.00		17,380.00
2008-6	Acquisition of Refurbished Fire Apparatus	12/3/2008	11/21/2012	7/24/2013	0.88%	40,630.00		40,630.00	
			7/23/2013	7/22/2014	1.04%		34,820.00		34,820.00

(Continued)

BOROUGH OF BROOKLAWN
GENERAL CAPITAL FUND
Statement of Bond Anticipation Notes
For the Year Ended December 31, 2013

Ord. Number	Purpose	Date of Issue of Original Note	Date of Issue	Date of Maturity	Interest Rate	Balance Dec. 31, 2012	Increased	Decreased	Balance Dec. 31, 2013
2009-3	Road Improvements to Community Circle, Horton Avenue and Bergen Street	7/31/2009	7/25/2012	7/24/2013	0.965%	$ 45,500.00		$ 45,500.00	
			7/23/2013	7/22/2014	1.04%		$ 43,500.00		$ 43,500.00
2009-11	Repair and Reconstruction of Sanitary Sewer along Horton and Hannevig Roads	12/1/2009	11/21/2012	7/24/2013	0.88%	53,430.00		53,430.00	
			7/23/2013	7/22/2014	1.04%		50,930.00		50,930.00
2011-6	Acquisition of Dump Truck and Four-Wheel Drive Vehicle and Repair, Renovation and Replacement of Firehouse Roof and Heater and Community Center Heater	7/27/2011	7/25/2012	7/24/2013	0.965%	144,875.00		144,875.00	
			7/23/2013	7/22/2014	1.04%		144,875.00		144,875.00
2011-10	Repair and Reconstruction of Sanitary Sewer System	7/25/2012	7/25/2012	7/24/2013	0.965%	28,500.00		28,500.00	
			7/23/2013	7/22/2014	1.04%		28,500.00		28,500.00
2011-11	Improvements to Approaches to Railroad Grade Crossings	7/25/2012	7/25/2012	7/24/2013	0.965%	28,500.00		28,500.00	
			7/23/2013	7/22/2014	1.04%		28,500.00		28,500.00
2011-12	Supplemental Funding for Repair and Reconstruction of Sanitary Sewer System	7/25/2012	7/25/2012	7/24/2013	0.965%	19,000.00		19,000.00	
			7/23/2013	7/22/2014	1.04%		19,000.00		19,000.00
2012-7	Purchase of EMS Equipment, Fire Department Vehicle and Repaving of Christan Street and Community Road	8/16/2012	8/16/2012	7/24/2013	1.00%	387,600.00		387,600.00	
			7/23/2013	7/22/2014	1.04%		387,600.00		387,600.00
2013-3	Acquisition of Various Capital Equipment and the Completion of Various Capital Improvements	4/15/2013	7/23/2013	7/22/2014	1.04%		402,230.00		402,230.00
						$ 1,129,325.00	$ 1,411,330.00	$ 1,129,325.00	$ 1,411,330.00

Renewal	$ 1,009,100.00	$ 1,009,100.00
Paid By Budget Appropriation		120,225.00
Issued for Cash	402,230.00	
	$ 1,411,330.00	$ 1,129,325.00

Exhibit SC-10

BOROUGH OF BROOKLAWN
GENERAL CAPITAL FUND
Statement of Bonds and Notes Authorized But Not Issued
For the Year Ended December 31, 2013

Ordinance Number	Improvement Description	2013 Authorizations	Bond Anticipation Note Issued	Balance Dec. 31, 2013
2013-3	Acquisition of Various Capital Equipment and the Completion of Various Capital Improvements	$ 402,230.00	$ 402,230.00	
2013-11	Acquisition of Sport Utility Police Vehicles and Improvements to Borough Railroad Crossings	75,496.00		$ 75,496.00
		$ 477,726.00	$ 402,230.00	$ 75,496.00

SUPPLEMENTAL EXHIBITS

WATER UTILITY FUND

Exhibit SD-1

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Statement of Water Utility Cash - Treasurer
For the Year Ended December 31, 2013

		Operating		Capital
Balance December 31, 2012		$ 67,530.69		$ 350,507.75
Increased by Receipts:				
Water Rents Collected	$ 376,583.41			
Miscellaneous Revenues	1,830.13			
Water Tower Lease	41,122.48			
Due from Current Fund	204.44			
Water Utility Capital Fund	5,667.13			
Water Utility Operating Fund				1,387.42
		425,407.59		
		492,938.28		351,895.17
Decreased by Disbursements:				
2013 Appropriations	440,068.17			
2012 Appropriation Reserves	5,098.34			
Accrued Interest on Bonds and Notes	8,131.89			
Due from Current Fund	2,104.00			
Water Utility Operating Fund			$ 5,667.13	
Improvement Authorizations			16,530.84	
		455,402.40		22,197.97
Balance December 31, 2013		$ 37,535.88		$ 329,697.20

Exhibit SD-2

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Water Utility Capital Fund
Analysis of Water Utility Capital Cash
For the Year Ended December 31, 2013

	Balance Dec. 31, 2012	Receipts: Bond Anticipation Notes	Receipts: Miscellaneous	Disbursements: Improvement Authorizations	Disbursements: Miscellaneous	Transfers: From	Transfers: To	Balance Dec. 31, 2013
Fund Balance	$ 12,751.24							$ 12,751.24
Capital Improvement Fund	20,000.00							20,000.00
Reserve for Payment of Debt:								
Ordinance								
3-03;10-03	2,432.50							2,432.50
9-03	263.76							263.76
11-04	2,626.10							2,626.10
Excess Note Proceeds	5,701.00							5,701.00
Improvement Authorizations:								
15-02 Site Remediation at the Brooklawn Water Treatment Plant	2,106.49			$ 1,820.00				286.49
5-07 Acquisition of a Water Tower Chlorination System	11,643.78							11,643.78
6-10 Improvements to Water Tower	218,103.75			1,400.00				216,703.75
7-11 Replacement of Water Plant Roof, Replacement of Hydrants, Valves and Meters and Acquisition of Utility Truck	69,212.00			13,310.84				55,901.16
Water Utility Operating Fund	5,667.13		$ 1,387.42		$ 5,667.13			1,387.42
	$ 350,507.75	$ -	$ 1,387.42	$ 16,530.84	$ 5,667.13	$ -	$ -	$ 329,697.20

Exhibit SD-3

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Water Utility Operating Fund
Statement of Consumer Accounts Receivable
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 90,186.14
Increased by:	
2013 Water Rents Levied	400,743.28
	490,929.42
Decreased by:	
Collections	376,583.41
Balance December 31, 2013	$ 114,346.01

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Water Utility Capital Fund
Schedule of Fixed Capital
For the Year Ended December 31, 2013

	Balance Dec. 31, 2013
Pumping Station, Mains and Fire Hydrants	$ 62,076.72
Aerator	6,700.74
Deep Well Pump	3,970.03
Sprinkler System	951.83
Heavy Duty Vehicles	25,500.00
Well	12,542.95
Well and Equipment	594,873.79
Wiring	850.00
Water Meters	64,316.89
Addition to Municipal Water Works and Purchase of Equipment	61,227.34
Auxiliary Generators	80,000.00
Water Tank; Wet Basin; High Service Pumps; Generator; Chemical Feed System; Distribution Pipelines	1,074,621.79
Water Plan Radio Control Communications	10,800.00
Water Utility Site Repairs and Installation of Backwash Filtering System	75,000.00
Water Recycling System and Plant Controls	199,906.66
Water Improvements and Related Items	161,839.60
	$ 2,435,178.34

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Water Utility Capital Fund
Schedule of Fixed Capital Authorized and Uncompleted
For the Year Ended December 31, 2013

Ord. No.	Improvement Description	Ordinance Date	Ordinance Amount	Balance Dec. 31, 2013
3-98	Engineering and Testing Services for the Brooklawn Water Works Underground Storage Tanks Site	5/11/1998	$ 17,000.00	$ 8,355.40
15-02	Site Remediation at the Brooklawn	11/18/2002	100,000.00	100,000.00
3-03	Repairs to Water Utility - Reconstruction, Repair and Redevelopment of Well #1	3/17/2003	20,000.00	6,000.00
10-03	Acquisition of Water Plant Radio Control Communications	3/17/2003	12,000.00	3,600.00
9-03	Acquisition of a Backhoe for Water Utility Department	9/19/2003	45,000.00	13,500.00
11-04	Water Utility 4x4 Pickup Truck W/ Plow & Other Accessories	10/18/2004	30,000.00	9,000.00
7-05	Acquisition of a Water Tower Chlorination System	6/18/2007	20,000.00	20,000.00
12-09	Redevelopment of Well #3	7/20/2009	30,000.00	24,299.00
6-10	Improvements to Water Tower	8/16/2010	500,000.00	500,000.00
7-11	Replacement of Water Plant Roof, Replacement of Hydrants, Valves and Meters and Acquisition of Utility Truck	6/20/2011	100,000.00	100,000.00
				$ 784,754.40

Exhibit SD-6

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Water Utility Operating Fund
Statement of Appropriation Reserves
For the Year Ended December 31, 2013

	Balance December 31, 2012			Balance
	Encumbered	Reserved	Disbursed	Lapsed
Operating:				
Salaries and Wages		$ 427.65		$ 427.65
Other Expenses	$ 5,912.90	6,010.18	$ 5,098.34	6,824.74
Deferred Charges and Statutory Expenditures:				
Social Security System (O.A.S.I.)		790.34		790.34
Unemployment Compensation insurance		1.00		1.00
	$ 5,912.90	$ 7,229.17	$ 5,098.34	$ 8,043.73

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Water Utility Operating Fund
Statement of Interest on Bonds and Notes and Analysis of Balance
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 4,240.29
Increased by:	
Budget Appropriation:	
Interest on Bonds and Notes	7,011.60
	11,251.89
Decreased by:	
Disbursements	8,131.89
Balance December 31, 2013	$ 3,120.00

Analysis of Accrued Interest December 31, 2013

	Principal Outstanding Dec. 31, 2013	Interest Rate	From	To	Period	Amount
Serial Bonds:						
	$ 20,000.00	4.875%	11/1/2013	12/31/2013	2 months	$ 162.50
Bond Anticipation Notes:						
	644,700.00	1.040%	7/23/2013	12/31/2013	161 Days	2,957.50
						$ 3,120.00

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Water Utility Capital Fund
Statement of Improvement Authorizations
For the Year Ended December 31, 2013

Ord. No.	Improvement Description	Date	Amount	Balance Dec. 31, 2012 Funded	Balance Dec. 31, 2012 Unfunded	2013 Authorization Deferred Charges To Future Revenue	Disbursed	Balance Dec. 31, 2013 Funded	Balance Dec. 31, 2013 Unfunded
15-02	Site Remediation at the Brooklawn Water Treatment Plant	11/18/02	$ 100,000.00		$ 2,106.49		$ 1,820.00		$ 286.49
5-07	Acquisition of a Water Tower Chlorination System	6/18/07	20,000.00	$ 11,643.78				$ 11,643.78	
6-10	Improvements to Water Tower	8/16/10	500,000.00		218,103.75		1,400.00		216,703.75
7-11	Replacement of Water Plant Roof, Replacement of Hydrants, Valves and Meters and Acquisition of Utility Truck	6/20/11	100,000.00		69,212.00		13,310.84		55,901.16
				$ 11,643.78	$ 289,422.24	$ -	$ 16,530.84	$ 11,643.78	$ 272,891.40

Exhibit SD-9

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Water Utility Capital Fund
Statement of Reserve for Amortization
For the Year Ended December 31, 2013

Balance December 31, 2012	$ 2,395,178.34
Increased by:	
Bonds Paid by Operating Budget	20,000.00
Balance December 31, 2013	$ 2,415,178.34

Exhibit SD-10

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Water Utility Capital Fund
Statement of Deferred Reserve for Amortization
For the Year Ended December 31, 2013

Ord. Number	Improvement Description	Ord. Date	Balance Dec. 31, 2012	Transferred to Reserve for Amortization	Notes Paid from Operating Budget	Balance Dec. 31, 2013
3-98	Engineering and Testing Services for the Brooklawn Water Works Underground Storage Tank Site	5-11-98	$ 8,355.40			$ 8,355.40
15-02	Site Remediation at the Brooklawn Water Treatment Plant	11-18-02	93,700.00		$ 23,700.00	117,400.00
5-07	Acquisition of a Water Tower Chlorination System	6-18-07	20,000.00			20,000.00
			$ 122,055.40	$ -	$ 23,700.00	$ 145,755.40

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Water Utility Capital Fund
Statement of Bond Anticipation Notes
For the Year Ended December 31, 2013

Ord. Number	Purpose	Date of Issue of Original Note	Date of Issue	Date of Maturity	Interest Rate	Balance Dec. 31, 2012	Increased	Decreased	Balance Dec. 31, 2013
15-02	Site Remediation at the Brooklawn Water Treatment Plant	12/14/2004	11/20/2012	7/24/2013	0.88%	$ 20,000.00		$ 20,000.00	
			7/23/2013	7/22/2014	1.04%		$ 10,000.00		$ 10,000.00
9-03	Acquisition of a Backhoe for Water Utility Department	12/14/2004	11/20/2012	7/24/2013	0.88%	9,000.00		9,000.00	
			7/23/2013	7/22/2014	1.04%		4,500.00		4,500.00
10-03	Acquisition of Water Plant Radio Control Communications	12/14/2004	11/20/2012	7/24/2013	0.88%	6,400.00		6,400.00	
			7/23/2013	7/22/2014	1.04%		3,200.00		3,200.00
11-04	Water Utility 4x4 Pickup Truck W/ Plow and Other Accessories	12/14/2004	11/20/2012	7/24/2013	0.88%	6,000.00		6,000.00	
			7/23/2013	7/22/2014	1.04%		3,000.00		3,000.00
12-09	Redevelopment of Well #3	7/20/2009	11/20/2012	7/24/2013	0.88%	27,000.00		27,000.00	
			7/23/2013	7/22/2014	1.04%		24,000.00		24,000.00
6-10	Improvements to Water Tower	7/27/11	7/25/2012	7/24/2013	0.965%	500,000.00		500,000.00	
			7/23/2013	7/22/2014	1.04%		500,000.00		500,000.00
7-11	Replacement of Water Plant Roof, Replacement of Hydrants, Valves and Meters and Acquisition of Utility Truck	7/27/11	7/25/2012	7/24/2013	0.965%	100,000.00		100,000.00	
			7/23/2013	7/22/2014	1.04%		100,000.00		100,000.00
						$ 668,400.00	$ 644,700.00	$ 668,400.00	$ 644,700.00
				Renewals			$ 644,700.00	$ 644,700.00	
				Paid by Budget Appropriation				23,700.00	
							$ 644,700.00	$ 668,400.00	

BOROUGH OF BROOKLAWN
WATER UTILITY FUND
Water Utility Capital Fund
Statement of Water Utility Serial Bonds
For the Year Ended December 31, 2013

Improvement Description	Date of Issue	Original Issue	Maturities of Bonds Outstanding December 31, 2013 Date	Amount	Interest Rate	Balance Dec. 31, 2012	Paid By Budget Appropriation	Balance Dec. 31, 2013
Water Utility Bonds	11/1/1999	$ 230,000.00	11/1/2014	$ 20,000.00	4.875%	$ 40,000.00	$ 20,000.00	$ 20,000.00

SUPPLEMENTAL EXHIBITS

PUBLIC ASSISTANCE FUND

Exhibit SE-1

BOROUGH OF BROOKLAWN
PUBLIC ASSISTANCE TRUST FUND
Statement of Public Assistance Trust Fund Cash - Treasurer
For the Year Ended December 31, 2013

	P.A.T.F. II
Balance December 31, 2012	$ 562.03
Increased by:	
Interest Earned - Due to Current Fund	2.24
	564.27
Decreased by:	
Disbursed to Current Fund	11.29
Balance December 31, 2013	$ 552.98

BOROUGH OF BROOKLAWN

PART II

SCHEDULE OF FINDINGS AND RECOMMENDATIONS

FOR THE YEAR ENDED DECEMBER 31, 2013

BOROUGH OF BROOKLAWN
Schedule of Findings and Recommendations
For the Year Ended December 31, 2013

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.

Finding No. 2013-1

Criteria or Specific Requirement
N.J.A.C. 5:30-5.7 requires the maintenance of a general ledger accounting record. This record summarizes all account balances of the Borough. It should be reconciled monthly to all subsidiary control records.

Condition
The general ledger accounting record did not reconcile to subsidiary records maintained by the Borough's tax office as required by N.J.A.C. 5:30-5.7.

Context
The general ledger was properly reconciled to all Borough subsidiary records except those maintained by the Tax Collector's office.

Effect
Complete and accurate accounting records are essential to the Borough. By not reconciling the general ledger to the tax office subsidiary records, proper accounting of the Borough tax records as they relate to the overall Borough finances may not be achieved.

Cause
Unknown.

Recommendation
That the Borough's general ledger accounting record reconcile to all subsidiary records as required by N.J.A.C. 5:30-5.7.

View of Responsible Officials and Planned Corrective Action
The responsible officials agree with the finding and will address the matter as part of their corrective action plan.

BOROUGH OF BROOKLAWN
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

N/A - None

BOROUGH OF BROOKLAWN
Officials in Office and Surety Bonds

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

Name	Title	Amount of Surety Bond
Theresa Branella	Mayor	
Michael Mevoli	Council President	
James Meehan	Councilmember	
Julie McClearly	Councilmember	
Gregory Gilbert	Councilmember	
Jerry Granstrom	Councilmember	
Patrick MacAdams	Councilmember	
Ryan Giles	Chief Financial Officer, Borough Clerk, Registrar of Vital Statistics, Personnel Officer	(A)
Barbara Lewis	Deputy Chief Financial Officer	(A)
Maria Branson	Tax Collector, Water Clerk, Construction Office Secretary	(A)
Anna Minix	Treasurer, Deputy Borough Clerk, Deputy Registrar of Vital Statistics, Borough Homes Coordinator	(A)
Timothy Higgins, Esquire	Solicitor	

(A) Covered by policies of the Camden County Joint Insurance and the New Jersey Municipal Excess Liability Joint Insurance Fund for up to $1,000,000 with a deductible of $1,000.00.

15000

APPRECIATION

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

Respectfully submitted,

BOWMAN & COMPANY LLP
Certified Public Accountants
& Consultants

Kirk N. Applegate
Certified Public Accountant
Registered Municipal Accountant