

**CITY OF WOODBURY**  
**COUNTY OF GLOUCESTER**  
**REPORT OF AUDIT**



**FOR THE YEAR ENDED**  
**DECEMBER 31, 2017**

**CITY OF WOODBURY**  
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**CITY OF WOODBURY**  
**PART I**  
**REPORT OF AUDIT OF FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

## **INDEPENDENT AUDITOR'S REPORT**

The Honorable Mayor and  
Members of the City Council  
City of Woodbury  
Woodbury, New Jersey 08096

### **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 City of Woodbury, in the County of Gloucester, State of New Jersey, as of December 31, 2017 and 2016, and the related statements of operations and changes in fund balance - regulatory basis for the years then ended, and the related statement of revenues - regulatory basis, statement of expenditures - regulatory basis, and statement of general fixed asset group of accounts - regulatory basis for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

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

### **Auditor's Responsibility**

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

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

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

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

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

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

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

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

**Opinion on Regulatory Basis of Accounting**

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

**Other Matters**

*Other Information*

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

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

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated September 14, 2018 on our consideration of the City of Woodbury's, in the County of Gloucester, 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 City of Woodbury's internal control over financial reporting and compliance.

Respectfully submitted,



BOWMAN & COMPANY LLP  
Certified Public Accountants  
& Consultants



Michael D. Cesaro  
Certified Public Accountant  
Registered Municipal Accountant

Woodbury, New Jersey  
September 14, 2018

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

**INDEPENDENT AUDITOR'S REPORT**

The Honorable Mayor and  
Members of the City Council  
City of Woodbury  
Woodbury, New Jersey 08096

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 City of Woodbury, in the County of Gloucester, State of New Jersey, as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon September 14, 2018. That report indicated that the City of Woodbury'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 City of Woodbury'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 City of Woodbury's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Woodbury'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 preceding paragraph 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. We did identify a certain deficiency in internal control, as described in the accompanying *Schedule of Findings and Recommendations*, that we consider to be a material weakness: 2017-001.

**Compliance and Other Matters**

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

**The City of Woodbury's Response to the Finding**

The City of Woodbury's response to the finding identified in our audit is described in the accompanying *Schedule of Findings and Recommendations*. The City'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 entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully submitted,



BOWMAN & COMPANY LLP  
Certified Public Accountants  
& Consultants



Michael D. Cesaro  
Certified Public Accountant  
Registered Municipal Accountant

Woodbury, New Jersey  
September 14, 2018

**CITY OF WOODBURY**  
**CURRENT FUND**  
 Statements of Assets, Liabilities, Reserves and Fund Balance--Regulatory Basis  
 As of December 31, 2017 and 2016

<u>Assets</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Regular Fund:			
Cash			
Treasurer	SA-1	\$ 3,244,919.55	\$ 3,479,807.28
Collector	SA-2	864,674.90	601,768.94
Change Funds	SA-3	475.00	475.00
		<u>4,110,069.45</u>	<u>4,082,051.22</u>
Receivables and Other Assets with			
Full Reserves:			
Delinquent Property Taxes Receivable	SA-4	866,560.12	690,031.04
Tax Title Liens Receivable	SA-5	150,237.21	68,310.40
Property Acquired for Taxes--Assessed Valuation	SA-6	1,053,900.00	1,141,600.00
Miscellaneous Accounts Receivable	SA-9	4,200.00	4,200.00
Due Trust--Animal Control Fund	SB-5	7,159.18	3,628.85
Due Trust--Other Funds	SB-7	4,069.87	
Due Water-Sewer Utility Operating Fund	SD-6	34,803.72	
		<u>2,120,930.10</u>	<u>1,907,770.29</u>
		<u>6,230,999.55</u>	<u>5,989,821.51</u>
Federal and State Grant Fund:			
Due from Current Fund	SA-22	34,576.61	3,073.26
Federal and State Grants Receivable	SA-23	202,118.73	244,213.86
		<u>236,695.34</u>	<u>247,287.12</u>
		<u>\$ 6,467,694.89</u>	<u>\$ 6,237,108.63</u>

(Continued)

**CITY OF WOODBURY**  
**CURRENT FUND**  
 Statements of Assets, Liabilities, Reserves and Fund Balance--Regulatory Basis  
 As of December 31, 2017 and 2016

<u>Liabilities, Reserves and Fund Balance</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Regular Fund:			
Liabilities:			
Appropriation Reserves	A-3 & SA-12	\$ 521,051.14	\$ 305,024.75
Reserve for Encumbrances	A-3 & SA-13	141,762.07	215,071.34
Accounts Payable	SA-16	54,356.65	33,646.74
Prepaid Taxes	SA-14	709,043.37	259,989.03
Tax Overpayments	SA-15	65,752.48	204,636.98
Due to State of New Jersey--Veterans' and Senior Citizens' Deductions (Ch. 73, P.L. 1976)	SA-7	25,049.09	24,549.09
Due to State of New Jersey--License Fees	SA-18	678.00	388.00
Due County for Added and Omitted Taxes	SA-20	6,427.25	4,309.19
Due Trust--Other Funds	SB-7		8,433.39
Due to Federal and State Grant Fund	SA-22	34,576.61	3,073.26
Due to General Capital Fund	SC-14	360,835.41	214,546.54
Reserve for Sale of Assets	A	5,853.81	5,853.81
Reserve for Economic Development -- GCIA Interlocal Prepayment	SA-11		40,000.00
		1,925,385.88	1,319,522.12
Reserve for Receivables and Other Assets	A	2,120,930.10	1,907,770.29
Fund Balance	A-1	2,184,683.57	2,762,529.10
		<u>6,230,999.55</u>	<u>5,989,821.51</u>
Federal and State Grant Fund:			
Due to City of Woodbury Library	A	5,798.30	5,798.30
Reserve for Encumbrances	SA-21	19,771.20	22,951.48
Reserve for Federal and State Grants--Unappropriated	SA-24	48,499.78	30,000.00
Reserve for Federal and State Grants--Appropriated	SA-25	162,626.06	188,537.34
		<u>236,695.34</u>	<u>247,287.12</u>
		<u>\$ 6,467,694.89</u>	<u>\$ 6,237,108.63</u>

The accompanying Notes to Financial Statements are an integral part of these statements.

**CITY OF WOODBURY**  
**CURRENT FUND**  
 Statements of Operations and Changes in Fund Balance--Regulatory Basis  
 For the Years Ended December 31, 2017 and 2016

<u>Revenue and Other Income Realized</u>	<u>2017</u>	<u>2016</u>
Fund Balance Utilized	\$ 1,080,000.00	\$ 1,080,000.00
Miscellaneous Revenues Anticipated	3,143,219.19	3,372,783.34
Receipts from Delinquent Taxes	661,777.41	757,053.84
Receipts from Current Taxes	25,640,675.23	25,642,317.11
Non-Budget Revenues	215,762.93	83,920.26
Other Credits to Income:		
Unexpended Balance of Appropriation Reserves	224,047.35	379,704.59
Accounts Payable Cancelled	33,646.74	39,699.33
Statutory Excess in Reserve for Animal Control Fund Expenditures	3,532.88	3,626.30
Cancellation of Reserve for Federal and State Grants Appropriated		82,133.60
Tax Overpayments Cancelled	81,167.56	
Liquidation of Reserves for:		
Due from Trust Other Fund		2,467.18
Due from Trust -- Animal Control Fund		3,807.11
Due from General Capital Fund		3,824.95
<b>Total Income</b>	<b>31,083,829.29</b>	<b>31,451,337.61</b>
<u>Expenditures</u>		
Budget Appropriations:		
Operations Within "CAPS"		
Salaries and Wages	5,292,600.00	5,186,147.12
Other Expenses	4,341,725.00	4,115,677.88
Deferred Charges and Statutory Expenditures Within "CAPS"	1,173,013.00	1,158,990.00
Operations Excluded from "CAPS":		
Salaries and Wages	68,795.00	163,869.59
Other Expenses	900,248.02	806,202.38
Capital Improvements Excluded from "CAPS"	75,000.00	200,000.00
Municipal Debt Service Excluded from "CAPS"	1,101,616.91	1,202,471.50
Deferred Charges - Excluded from "CAPS"		55,057.00
County Taxes	3,918,998.72	4,128,481.44
Due County for Added and Omitted Taxes	6,427.25	4,309.19
Local School Taxes	13,659,097.00	13,491,507.00
Due State of New Jersey--Senior Citizens' Deductions		
Disallowed by the Tax Collector--Prior Year Taxes	1,750.00	1,250.00
Federal and State Grants Receivable Canceled		
Refund of a Prior Year Revenue - 2015 County Tax Board Appeal		81,167.55
Prior Year Tax Overpayments Created		80,472.35

(continued)

**CITY OF WOODBURY**  
**CURRENT FUND**  
 Statements of Operations and Changes in Fund Balance--Regulatory Basis  
 For the Years Ended December 31, 2017 and 2016

<u>Revenue and Other Income Realized</u>	<u>2017</u>	<u>2016</u>
Total Income (Brought Forward)	\$ 31,083,829.29	\$ 31,451,337.61
<u>Expenditures (Cont'd)</u>		
Create Reserves for:		
Due from Animal Control Fund	3,530.33	
Due from Trust Other Fund	4,069.87	
Due from Water Sewer Utility Operating Fund	34,803.72	
Total Expenditures	30,581,674.82	30,675,603.00
Excess in Revenues	502,154.47	775,734.61
<u>Fund Balance</u>		
Balance Jan. 1	2,762,529.10	3,066,794.49
Decreased by:	3,264,683.57	3,842,529.10
Utilized as Revenue	1,080,000.00	1,080,000.00
Balance Dec. 31	\$ 2,184,683.57	\$ 2,762,529.10

The accompanying Notes to Financial Statements are an integral part of these statements.

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of Revenues -- Regulatory Basis  
For the Year Ended December 31, 2017

	<u>Anticipated</u>		<u>Realized</u>	<u>Excess or (Deficit)</u>
	<u>Budget</u>	<u>Special N.J.S. 40A:4-87</u>		
Fund Balance Anticipated	\$ 1,080,000.00		\$ 1,080,000.00	
Miscellaneous Revenue				
Licenses:				
Alcoholic Beverages	14,000.00		14,150.00	\$ 150.00
Other	3,500.00		3,652.00	152.00
Fees and Permits:				
Other	225,000.00		256,786.13	31,786.13
Interest and Cost on Taxes	200,000.00		172,809.25	(27,190.75)
Anticipated Utility Operating Surplus	190,000.00		190,000.00	
Cable Television Franchise Fees	135,000.00		135,112.16	112.16
Consolidated Municipal Property Relief Aid	162,206.00		162,206.00	
Energy Receipts Tax	1,269,993.00		1,269,993.00	
Shared Service Agreements Off-set with Appropriations:				
Fire Official - Borough of Wenonah	2,575.00		1,325.00	(1,250.00)
Economic Development - GCIA	40,000.00		40,000.00	
Joint Municipal Court - Township of East Greenwich	264,000.00		242,582.61	(21,417.39)
State and Federal Revenues Off-Set with Appropriations:				
Recycling Tonnage Grant	12,828.07		12,828.07	
Labor Day Drive Sober Grant		\$ 7,480.00	7,480.00	
Clean Communities Program		20,866.29	20,866.29	
Municipal Alliance of Alcoholism and Drug Abuse	15,242.00		15,242.00	
Safe and Secure Communities Program-P.L. 1994 Chapter 220	60,000.00		60,000.00	
COPS in Shop	1,600.00		1,600.00	
Body Armor Fund		2,749.66	2,749.66	
Gloucester County Department of Human Services Art in Street	4,750.00		4,750.00	
Hazardous Discharge Remediation Grant		19,781.00	19,781.00	
Community Stewardship Incentive Program		10,000.00	10,000.00	
Click it or Ticket Grant		3,740.00	3,740.00	
Distracted Driving Crackdown		4,620.00	4,620.00	
Other Special Items:				
Uniform Fire Safety Act	35,000.00		26,137.15	(8,862.85)
Payment in Lieu of Taxes - Woodbury Mews	406,000.00		412,885.21	6,885.21
Payment in Lieu of Taxes - Burris	52,000.00		43,598.66	(8,401.34)
JIF Safety Award	7,075.00		7,075.00	
JIF Wellness Program Award	1,250.00		1,250.00	
Miscellaneous Revenue Anticipated	3,102,019.07	69,236.95	3,143,219.19	(28,036.83)
Receipts from Delinquent Taxes	679,000.00		661,777.41	(17,222.59)
Amounts to be Raised by Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes including				
Reserve for Uncollected Taxes	8,906,908.61		8,940,250.87	33,342.26
Minimum Library Tax	197,072.32		197,072.32	
	9,103,980.93		9,137,323.19	33,342.26
Budget Totals	13,965,000.00	69,236.95	14,022,319.79	(11,917.16)
Non-Budget Revenues			215,762.93	215,762.93
	\$ 13,965,000.00	\$ 69,236.95	\$ 14,238,082.72	\$ 203,845.77

(Continued)

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of Revenues -- Regulatory Basis  
For the Year Ended December 31, 2017

Analysis of Realized Revenue

Allocation of Current Tax Collections:		
Revenue from Collections	\$	25,640,675.23
Allocated to:		
School, County and Special District Taxes		<u>17,584,522.97</u>
Balance to Support Municipal Budget Appropriations		8,056,152.26
Add: Appropriation "Reserve for Uncollected Taxes"		<u>1,081,170.93</u>
	\$	<u><u>9,137,323.19</u></u>
Receipts from Delinquent Taxes:		
Delinquent Tax Collections	\$	642,380.46
Penalty Surcharge Receivable		15,608.62
Tax Title Lien Collections		<u>3,788.33</u>
	\$	<u><u>661,777.41</u></u>

Analysis of Non-Budget Revenues

Miscellaneous Revenues not Anticipated:		
Revenue Accounts Receivable:		
Interest on Investments	\$	744.27
Treasurer:		
Maps, Copies & Zoning Books	\$	25.00
Interest on Investments		29,859.54
Prior Year Refunds		40,094.21
Prior Year Refunds - JIF Reimbursements		13,602.00
Open Public Records Act Fees		38.63
Board Up Property Fees		4,522.44
Motor Vehicle Inspection		284.84
Grass Cutting Billing		2,431.54
Police Training Revenue from Other Municipalities		7,050.00
NSF Checks Fees		841.70
Notary Fees		262.00
Senior Citizens and Veterans Deductions Administrative Costs		1,390.00
Sale of Foreclosed Property		7,400.00
Sale of Municipal Assets		3,572.35
PILOT Administrative Fees		5,125.30
Tax Premium Forfeiture		12,800.00
Construction Code Interlocal Revenues		15,763.00
PILOT Collections - Prior Year		58,776.73
Other		<u>11,179.38</u>
		<u>215,018.66</u>
	\$	<u><u>215,762.93</u></u>

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

**CITY OF WOODBURY**  
**CURRENT FUND**  
 Statement of Expenditures -- Regulatory Basis  
 For the Year Ended December 31, 2017

	Appropriations		Paid or Charged	Expended		Unexpended Balance Canceled
	Budget	Budget After Modification		Encumbered	Reserved	
<b>OPERATIONS - WITHIN "CAPS"</b>						
<u>General Government</u>						
General Administration						
Salaries and Wages	\$ 118,500.00	\$ 118,500.00	\$ 115,838.57		\$ 2,661.43	
Other Expenses	55,000.00	55,000.00	37,052.58	\$ 8,270.59	9,676.83	
Governing Body						
Salaries and Wages	26,500.00	26,500.00	26,204.92		295.08	
Other Expenses	4,000.00	4,000.00	1,272.41	55.00	2,672.59	
Economic Development						
Salaries and Wages	71,000.00	71,000.00	64,976.19		6,023.81	
Other Expenses	2,000.00	2,000.00			2,000.00	
Municipal Clerk						
Salaries and Wages	86,000.00	91,500.00	91,019.10		480.90	
Other Expenses - Elections	15,000.00	15,000.00	11,815.64	1,006.61	2,177.75	
Registrar of Vital Statistics						
Salaries and Wages	71,500.00	66,000.00	62,535.59		3,464.41	
Other Expenses	3,000.00	3,000.00	1,670.93	441.00	888.07	
Financial Administration						
Salaries and Wages	94,000.00	94,000.00	93,872.54		127.46	
Other Expenses	55,000.00	60,000.00	47,889.10	6,696.40	5,414.50	
Audit Services	59,500.00	59,500.00	45,650.00		13,850.00	
Revenue Administration (Tax Collection)						
Salaries and Wages	80,000.00	74,000.00	73,122.21		877.79	
Other Expenses	20,000.00	20,000.00	13,543.78	3,167.90	3,288.32	
Liquidation of Tax title Liens & Foreclosed Property						
Other Expenses	5,000.00	5,000.00	3,691.00		1,309.00	
Legal Services						
Other Expenses	100,000.00	130,000.00	120,000.00		10,000.00	
Engineering Services						
Other Expenses	135,000.00	105,000.00	72,826.29	4,983.00	27,190.71	
Joint Municipal Court - Township of Greenwich						
Other Expenses	46,000.00	46,000.00	40,087.96		5,912.04	
<u>Land Use Administration</u>						
Planning Board						
Salaries and Wages	17,000.00	17,000.00	16,614.75		385.25	
Other Expenses	35,000.00	35,000.00	17,024.24		17,975.76	
<u>Code Enforcement and Administration</u>						
Housing Inspection						
Salaries and Wages	123,000.00	108,000.00	101,662.90		6,337.10	
Other Expenses	10,000.00	8,000.00	2,307.84	2,013.22	3,678.94	
<u>Insurance</u>						
General Liability	125,000.00	125,000.00	122,467.80		2,532.20	
Other Insurance Premiums	12,000.00	12,000.00	7,045.50		4,954.50	
Workers Compensation	261,000.00	261,000.00	260,562.25		437.75	
Employee Group Health	1,790,000.00	1,725,000.00	1,507,679.48	666.00	216,654.52	
Health Benefits Waiver	45,000.00	45,000.00	44,314.97		685.03	
Unemployment Insurance	10,000.00	10,000.00	10,000.00			

(Continued)

**CITY OF WOODBURY**  
**CURRENT FUND**  
 Statement of Expenditures -- Regulatory Basis  
 For the Year Ended December 31, 2017

	Appropriations		Paid or Charged	Expended		Unexpended Balance Canceled
	Budget	Budget After Modification		Encumbered	Reserved	
<u>OPERATIONS - WITHIN "CAPS" (CONT'D)</u>						
<u>Public Safety Functions</u>						
Police						
Salaries and Wages	\$ 2,960,000.00	\$ 3,005,000.00	\$ 2,992,463.26		\$ 12,536.74	
Other Expenses	240,000.00	240,000.00	224,772.03	\$ 14,169.34		1,058.63
Office of Emergency Management						
Salaries and Wages	12,000.00	12,100.00	12,057.57			42.43
Other Expenses	6,000.00	5,900.00	1,915.06			3,984.94
Fire						
Salaries and Wages	205,000.00	207,100.00	207,040.74			59.26
Other Expenses	70,000.00	68,000.00	48,144.62	488.24		19,367.14
Uniform Fire Safety Act						
Salaries and Wages	108,000.00	107,900.00	105,683.96			2,216.04
Other Expenses	7,000.00	7,000.00	4,913.46	147.51		1,939.03
JIF Safety Budget						
Salaries and Wages	8,000.00	8,000.00	7,527.48			472.52
Other Expenses	8,325.00	8,325.00	8,175.18			149.82
Property Maintenance						
Other Expenses	15,000.00	17,000.00	16,062.23	790.00		147.77
<u>Public Works Functions</u>						
Streets and Roads Maintenance						
Salaries and Wages	1,125,000.00	1,181,500.00	1,180,905.59			594.41
Other Expenses	85,000.00	85,000.00	83,236.08	1,732.24		31.68
Shade Tree Program (Community Forestry)						
Other Expenses	20,000.00	20,000.00	19,057.00			943.00
Solid Waste Collection						
Salaries and Wages	63,000.00	25,500.00	25,364.36			135.64
Other Expenses	360,000.00	355,000.00	342,721.10	9,875.69		2,403.21
Building and Grounds						
Other Expenses	90,000.00	90,000.00	86,795.95	1,808.74		1,395.31
Vehicle Maintenance						
Other Expenses	195,000.00	220,000.00	176,229.76	38,853.71		4,916.53
<u>Health and Human Services</u>						
Public Health Service (Board of Health)						
Salaries and Wages	500.00	500.00	400.00			100.00
<u>Park and Recreation Functions</u>						
Playgrounds						
Other Expenses	20,000.00	20,000.00	18,708.43	324.38		967.19
Parks						
Other Expenses	44,000.00	44,000.00	41,233.03	1,830.70		936.27

(Continued)

**CITY OF WOODBURY**  
**CURRENT FUND**  
 Statement of Expenditures -- Regulatory Basis  
 For the Year Ended December 31, 2017

	Appropriations			Expended		Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	
<b>OPERATIONS - WITHIN "CAPS" (Cont'd)</b>						
<b>Other Common Operating Functions (Unclassified)</b>						
Celebration of Public Events, Anniversary or Holidays						
Other Expenses	\$ 1,000.00	\$ 1,000.00	\$ 342.00		\$ 658.00	
Senior Citizen Transportation						
Salaries and Wages	31,500.00	33,500.00	33,245.90		254.10	
<b>Utility Expenses and Bulk Purchases</b>						
Electricity	168,000.00	168,000.00	106,593.97	\$ 28,906.81	32,499.22	
Street Lighting	189,000.00	189,000.00	167,952.89		21,047.11	
Telephone and Telegraph	65,000.00	63,000.00	41,713.28	149.99	21,136.73	
Natural Gas	1,000.00					
Heating Oil	2,000.00					
Gasoline	60,000.00	60,000.00	56,295.65		3,704.35	
<b>Total Operations within "CAPS"</b>	<b>9,634,325.00</b>	<b>9,634,325.00</b>	<b>9,022,299.12</b>	<b>126,377.07</b>	<b>485,648.81</b>	<b>-</b>
<b>Detail:</b>						
Salaries and Wages	5,245,500.00	5,292,600.00	5,254,850.60		37,749.40	-
Other Expenses (Including Contingent)	4,388,825.00	4,341,725.00	3,767,448.52	126,377.07	447,899.41	-
<b>Deferred Charges and Statutory Expenditures - Municipal Within "CAPS"</b>						
<b>Statutory Expenditures:</b>						
<b>Contribution to:</b>						
Public Employees' Retirement System	243,084.00	243,084.00	243,068.80		15.20	
Social Security System	245,000.00	245,000.00	234,557.86		10,442.14	
Police and Firemen's Retirement System of N.J.	678,013.00	678,013.00	678,013.00			
Defined Contribution Retirement Program	5,000.00	5,000.00	4,014.78		985.22	
Public Employees' Retirement System Rounding	1,916.00	1,916.00	1,916.00			
<b>Total Deferred Charges and Statutory Expenditures - Municipal within "CAPS"</b>	<b>1,173,013.00</b>	<b>1,173,013.00</b>	<b>1,161,570.44</b>	<b>-</b>	<b>11,442.56</b>	<b>-</b>
<b>Total General Appropriations for Municipal Purposes within "CAPS"</b>	<b>10,807,338.00</b>	<b>10,807,338.00</b>	<b>10,183,869.56</b>	<b>126,377.07</b>	<b>497,091.37</b>	<b>-</b>
<b>OPERATIONS - EXCLUDED FROM "CAPS"</b>						
Length of Service Awards Program	15,000.00	15,000.00		15,000.00		
Maintenance of Free Public Library (PL 1985 Ch 82 & 541)						
Other Expenses	275,000.00	275,000.00	275,000.00			
Reserve for Tax Appeals	85,000.00	85,000.00	82,517.61		2,482.39	
Recycling Tax	10,000.00	10,000.00			10,000.00	
<b>Total Other Operations - Excluded from "CAPS"</b>	<b>385,000.00</b>	<b>385,000.00</b>	<b>357,517.61</b>	<b>15,000.00</b>	<b>12,482.39</b>	<b>-</b>

(Continued)

**CITY OF WOODBURY**  
**CURRENT FUND**  
 Statement of Expenditures -- Regulatory Basis  
 For the Year Ended December 31, 2017

	Appropriations			Expended		Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	
<b>Interlocal Municipal Service Agreements</b>						
Economic Development - GCIA						
Other Expenses	\$ 40,000.00	\$ 40,000.00	\$ 28,137.62	\$ 385.00	\$ 11,477.38	
Fire Official - Borough of Wenonah						
Salaries and Wages	2,575.00	2,575.00	2,575.00			
Joint Municipal Court - Township of East Greenwich						
Other Expenses	264,000.00	264,000.00	264,000.00			
Joint Construction Code - Township of West Deptford						
Other Expenses	110,000.00	110,000.00	110,000.00			
<b>Total Interlocal Municipal Service Agreements - Excluded from "CAPS"</b>	<b>416,575.00</b>	<b>416,575.00</b>	<b>404,712.62</b>	<b>385.00</b>	<b>11,477.38</b>	<b>-</b>
<b>Public and Private Programs Offset by Revenues</b>						
Clean Communities Program (+\$20,866.29 40A:4-87)		20,866.29	20,866.29			
Municipal Alliance Program	19,053.00	19,053.00	19,053.00			
Recycling Tonnage Grant	12,828.07	12,828.07	12,828.07			
Safe and Secure Communities Program	60,000.00	60,000.00	60,000.00			
Labor Day Drive Sober Grant (+\$7,480.00 40A:4-87)		7,480.00	7,480.00			
Hazardous Discharge Remediation Grant (+\$19,781.00 40A: 4-87)		19,781.00	19,781.00			
Art in Street	4,750.00	4,750.00	4,750.00			
Community Stewardship Incentive Program (+\$10,000.00 40A: 4-87)		10,000.00	10,000.00			
Distracted Driving Statewide Crackdown (+\$4,620.00 40A:4-87)		4,620.00	4,620.00			
COPS in Shop	1,600.00	1,600.00	1,600.00			
Click It or Ticket Grant (+\$3,740.00 40A:4-87)		3,740.00	3,740.00			
Body Armor Fund (+\$2,749.66 40A:4-87)		2,749.66	2,749.66			
<b>Total Public and Private Programs Offset by Revenues</b>	<b>98,231.07</b>	<b>167,468.02</b>	<b>167,468.02</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Operations - Excluded from "CAPS"</b>	<b>899,806.07</b>	<b>969,043.02</b>	<b>929,698.25</b>	<b>15,385.00</b>	<b>23,959.77</b>	<b>-</b>
<b>Detail:</b>						
Salaries and Wages	64,175.00	68,795.00	68,795.00	-	-	-
Other Expenses	835,631.07	900,248.02	860,903.25	15,385.00	23,959.77	-
<b>Capital Improvements - Excluded from "CAPS"</b>						
Capital Improvement Fund	75,000.00	75,000.00	75,000.00			
<b>Municipal Debt Service - Excluded from "CAPS"</b>						
Payment of Bond Principal	615,000.00	615,000.00	615,000.00			
Payment of Bond Anticipation Notes and Capital Notes	200,000.00	200,000.00	200,000.00			
Green Trust Loan Program						
Loan Repayments for Principal and Interest	70,800.00	70,800.00	70,791.45			\$ 8.55
Interest on Notes	74,000.00	74,000.00	73,940.46			59.54
Interest on Bonds	141,885.00	141,885.00	141,885.00			
<b>Total Municipal Debt Service - Excluded from "CAPS"</b>	<b>1,101,685.00</b>	<b>1,101,685.00</b>	<b>1,101,616.91</b>	<b>-</b>	<b>-</b>	<b>68.09</b>
<b>Total General Appropriations for Municipal Purposes Excluded from "CAPS"</b>	<b>2,076,491.07</b>	<b>2,145,728.02</b>	<b>2,106,315.16</b>	<b>15,385.00</b>	<b>23,959.77</b>	<b>68.09</b>

(Continued)

**CITY OF WOODBURY**  
**CURRENT FUND**  
 Statement of Expenditures -- Regulatory Basis  
 For the Year Ended December 31, 2017

	Appropriations			Expended		Unexpended Balance Canceled
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Encumbered</u>	<u>Reserved</u>	
Subtotal General Appropriations	\$ 12,883,829.07	\$ 12,953,066.02	\$ 12,290,184.72	\$ 141,762.07	\$ 521,051.14	\$ 68.09
Reserve for Uncollected Taxes	1,081,170.93	1,081,170.93	1,081,170.93			
<b>Total General Appropriations</b>	<b>\$ 13,965,000.00</b>	<b>\$ 14,034,236.95</b>	<b>\$ 13,371,355.65</b>	<b>\$ 141,762.07</b>	<b>\$ 521,051.14</b>	<b>\$ 68.09</b>
Appropriation by 40A:4-87 Budget		\$ 69,236.95 <u>13,965,000.00</u>				
		<u>\$ 14,034,236.95</u>				
Reserve for Federal and State Grants--Appropriated			\$ 167,468.02			
Reserve for Uncollected Taxes Disbursed			1,081,170.93 <u>12,122,716.70</u>			
			<u>\$ 13,371,355.65</u>			

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

**CITY OF WOODBURY**  
**TRUST FUND**  
 Statements of Assets, Liabilities and Reserves--Regulatory Basis  
 As of December 31, 2017 and 2016

<u>ASSETS</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Animal Control Fund:			
Cash	SB-1	\$ 16,392.48	\$ 13,334.63
		<u>16,392.48</u>	<u>13,334.63</u>
Other Funds:			
Cash	SB-1	1,235,551.31	1,379,854.26
Investments - Length of Service Awards Program	SB-2	254,087.83	235,987.13
Due from Bank	B	7,272.07	7,272.07
Community Development Block Grant Receivable	SB-3	102,300.00	78,300.00
Due from Current Fund	SB-7		8,433.39
Reserve for NPP Escrow Deposits - Overpaid	B	125.00	125.00
		<u>1,599,336.21</u>	<u>1,709,971.85</u>
		<u>\$ 1,615,728.69</u>	<u>\$ 1,723,306.48</u>

(Continued)

**CITY OF WOODBURY**  
**TRUST FUND**  
 Statements of Assets, Liabilities and Reserves--Regulatory Basis  
 As of December 31, 2017 and 2016

<u>LIABILITIES AND RESERVES</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Animal Control Fund:			
Reserve for Animal Control Fund Expenditures	SB-4	\$ 9,233.30	\$ 9,705.78
Due to Current Fund	SB-5	7,159.18	3,628.85
		<u>16,392.48</u>	<u>13,334.63</u>
Other Funds:			
Reserve for Performance Bonds	B	10,000.00	10,000.00
Reserve for Summer Program Donations	B	2,585.00	2,585.00
Reserve for Canoe	B	587.11	587.11
Reserve for Community Forestry Donations NJSA 40A:5-29	SB-23	4,411.76	4,471.10
Due to Current Fund	SB-7	4,069.87	
Reserve for Recycling Fees	SB-8	35,671.86	38,959.18
Reserve for Regional Contributions Agreement Trust	SB-10	43,152.95	7,357.95
Reserve for Community Development Block Grant	SB-11	92,050.54	80,750.54
Reserve for Tax Sale Premiums	SB-12	694,100.00	846,900.00
Reserve for Disposal of Forfeited Property - County	SB-13	19,195.16	18,158.39
Reserve for Tax Title Lien Redemption	SB-14	77,040.21	100,712.96
Reserve for Outside Employment of Off-Duty Municipal Police Officer	SB-16	15,348.32	21,453.23
Reserve for Recreation Donations NJSA 40A:5-29	SB-17	74,747.17	66,582.10
Reserve for Elections	SB-18	7,871.90	7,866.90
Reserve for Street Opening Deposits	SB-19	16,992.25	14,944.93
Reserve for Subdivision Escrow Deposits	SB-20	71,189.64	81,131.67
Reserve for New Jersey Unemployment Compensation Insurance	SB-21	72,219.00	56,639.61
Reserve for Fire Safety Penalty Monies	SB-22	1,849.34	1,849.34
Payroll Deductions Payable	SB-24	86,774.17	92,227.88
Reserve for Payroll	SB-25	6,501.18	10,242.11
Reserve for Storm Recovery Trust Fund	SB-26	8,700.00	8,700.00
Reserve for Disposal of Forfeited Property - Local	SB-27	190.95	1,864.72
Reserve for Length of Service Awards Program	SB-28	254,087.83	235,987.13
		<u>1,599,336.21</u>	<u>1,709,971.85</u>
		<u>\$ 1,615,728.69</u>	<u>\$ 1,723,306.48</u>

The accompanying Notes to Financial Statements are an integral part of these statements.

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

<u>ASSETS</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Cash	SC-1	\$ 4,185,853.64	\$ 3,029,716.31
Deferred Charges to Future Taxation:			
Funded	SC-3	13,402,713.38	3,758,038.46
Unfunded	SC-4	3,418,757.72	12,848,271.22
Due from N.J. Green Acres Program - Grant	SC-9	849,042.00	350,000.00
Due from NJ DOT - E. Red Bank Ave	SC-5	6,876.92	6,876.92
Due from NJ DOT - Tatum Street	SC-6		212,320.00
Due from NJ DOT - W. Barber Ave	SC-7	633.58	79,712.26
Due from Current Fund	SC-14	360,835.41	214,546.54
		<u>\$ 22,224,712.65</u>	<u>\$ 20,499,481.71</u>
 <u>LIABILITIES, RESERVES and FUND BALANCE</u> 			
Capital Improvement Fund	SC-8	\$ 51,790.97	\$ 34,290.97
Improvement Authorizations:			
Funded	SC-10	838,210.64	
Unfunded	SC-10	3,258,856.54	3,741,645.36
Reserve for Encumbrances	SC-11	712,682.97	375,994.61
Green Acres Loan Payable	SC-12	545,699.88	608,038.46
Reserve for Donations	SC-13		2,040.66
Reserve for Spot Blight	SC-2	30,000.00	
Bond Anticipation Notes	SC-15		10,135,000.00
General Serial Bonds	SC-16	12,870,000.00	3,150,000.00
Due to Water-Sewer Capital Fund	SD-22	3,915,000.00	2,450,000.00
Fund Balance	C-1	2,471.65	2,471.65
		<u>\$ 22,224,712.65</u>	<u>\$ 20,499,481.71</u>

The accompanying Notes to Financial Statements are an integral part of these statements.

**CITY OF WOODBURY**  
**GENERAL CAPITAL FUND**  
Schedule of Fund Balance - Regulatory Basis  
As of December 31, 2017

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Balance Dec. 31, 2017	<u>\$ 2,471.65</u>
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The accompanying Notes to Financial Statements are an integral part of this statement.

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY FUND**  
 Statements of Assets, Liabilities, Reserves and Fund Balance--Regulatory Basis  
 As of December 31, 2017 and 2016

<u>ASSETS</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Operating Fund:			
Cash			
Treasurer	SD-1	\$ 389,239.70	\$ 605,083.57
Collector	SD-2	194,967.89	201,485.24
Change Fund--Collector	D	25.00	25.00
Due from Water-Sewer Utility Capital Fund	SD-16	1,810,167.78	1,810,269.47
		<u>2,394,400.37</u>	<u>2,616,863.28</u>
Receivables with Full Reserves:			
Consumer Accounts Receivable	SD-4	88,330.25	82,375.96
Utility Liens Receivable	SD-5	23,040.40	14,755.53
		<u>111,370.65</u>	<u>97,131.49</u>
Total Operating Fund		<u>2,505,771.02</u>	<u>2,713,994.77</u>
Capital Fund:			
Cash	SD-1 & SD-3	582,295.22	629,956.42
Due from General Capital Fund	SD-22	3,915,000.00	2,450,000.00
Fixed Capital			
Water	SD-9	19,178,944.93	19,178,944.93
Sewer	SD-10	6,881,916.20	6,881,916.20
Fixed Capital Authorized and Uncompleted	SD-11	11,172,080.56	10,597,080.56
Total Capital Fund		<u>41,730,236.91</u>	<u>39,737,898.11</u>
		<u>\$ 44,236,007.93</u>	<u>\$ 42,451,892.88</u>

(Continued)

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY FUND**  
 Statements of Assets, Liabilities, Reserves and Fund Balance--Regulatory Basis  
 As of December 31, 2017 and 2016

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>Ref.</u>	<u>2017</u>	<u>2016</u>
Operating Fund:			
Liabilities:			
Appropriation Reserves	D-4 & SD-12	\$ 74,087.27	\$ 385,448.83
Prepaid Rents	SD-8	4,120.53	3,734.16
Overpayments	SD-7	7,130.17	15,548.36
Reserve for Encumbrances	SD-13	124,374.10	67,855.06
Accounts Payable	SD-14	8,621.59	8,601.15
Accrued Interest on Bonds, Notes, and Loans	SD-15	137,007.89	78,914.36
Due Current Fund	SD-6	34,803.72	
		<hr/>	
		390,145.27	560,101.92
Reserve for Receivables	D	111,370.65	97,131.49
Fund Balance	D-1	2,004,255.10	2,056,761.36
		<hr/>	
Total Operating Fund		2,505,771.02	2,713,994.77
		<hr/>	
Capital Fund:			
Serial Bonds	SD-24	8,860,000.00	4,850,000.00
Bond Anticipation Notes	SD-23		2,665,000.00
NJ Environmental Infrastructure Trust Loan Payable	SD-25	3,811,693.31	4,103,796.68
Improvement Authorizations:			
Funded	SD-20	2,174,111.76	338,220.99
Unfunded	SD-20	548,948.44	2,067,112.27
Reserve for Encumbrances	SD-21	12,099.66	437,386.11
Capital Improvement Fund	SD-18	444,105.18	344,105.18
Due to Water-Sewer Utility Operating Fund	SD-16	1,810,167.78	1,810,269.47
Reserves for:			
Amortization	SD-17	23,787,784.56	22,840,681.19
Deferred Amortization	SD-19	191,575.00	191,575.00
Fund Balance	D-2	89,751.22	89,751.22
		<hr/>	
Total Capital Fund		41,730,236.91	39,737,898.11
		<hr/>	
		\$ 44,236,007.93	\$ 42,451,892.88
		<hr/>	

The accompanying Notes to Financial Statements are an integral part of these statements.

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

<u>Revenue and Other Income Realized</u>	<u>2017</u>	<u>2016</u>
Fund Balance Utilized	\$ 590,000.00	\$ 400,000.00
Rents	5,160,649.94	5,119,066.20
Miscellaneous	35,835.02	41,565.24
Non-Budget Revenues	73,811.46	20,876.37
Reserve for Debt Service		23,969.00
Capital Surplus		700,000.00
Other Credits to Income:		
Accounts Payable Cancelled	8,601.15	40,021.27
Unexpended Balance of Appropriation Reserves	265,430.35	260,851.35
	6,134,327.92	6,606,349.43
Total Income		
	6,134,327.92	6,606,349.43
<u>Expenditures</u>		
Operating	3,820,000.00	3,845,000.00
Capital Improvements	192,500.00	100,000.00
Debt Service	1,267,834.18	2,011,838.32
Deferred Charges and Statutory Expenditures	316,500.00	181,000.00
	5,596,834.18	6,137,838.32
Total Expenditures		
	5,596,834.18	6,137,838.32
Excess (Deficit) in Revenue	537,493.74	468,511.11
<u>Fund Balance</u>		
Balance Jan. 1	2,056,761.36	1,988,250.25
	2,594,255.10	2,456,761.36
Decreased by:		
Utilized by Water-Sewer Operating Budget	590,000.00	400,000.00
	590,000.00	400,000.00
Balance Dec. 31	\$ 2,004,255.10	\$ 2,056,761.36

The accompanying Notes to Financial Statements are an integral part of these statements.

**CITY OF WOODBURY**  
WATER - SEWER UTILITY CAPITAL FUND  
Schedule of Fund Balance - Regulatory Basis  
As of December 31, 2017

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Balance Dec. 31, 2017	<u>\$ 89,751.22</u>
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The accompanying Notes to Financial Statements are an integral part of this statement.

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY OPERATING FUND**  
**Statement of Revenues--Regulatory Basis**  
**For the Year Ended December 31, 2017**

	<u>Budget</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
Fund Balance Anticipated	\$ 590,000.00	\$ 590,000.00	
Rents	5,022,000.00	5,160,649.94	\$ 138,649.94
Miscellaneous	20,000.00	35,835.02	15,835.02
	<hr/>	<hr/>	
	5,632,000.00	5,786,484.96	154,484.96
Non-Budget Revenues		73,811.46	73,811.46
	<hr/>	<hr/>	
	\$ 5,632,000.00	\$ 5,860,296.42	\$ 228,296.42

Analysis of Realized Revenue

Consumer Accounts Receivable	\$ 5,156,428.02
Utility Lien Collections	4,221.92
	<hr/>
	\$ 5,160,649.94
	<hr/>
Miscellaneous:	
Penalties on Delinquent Accounts	\$ 19,303.17
Drainage Fees	15,806.31
Interest on Investments and Deposits	725.54
	<hr/>
	\$ 35,835.02
	<hr/>
Non-budget Revenues:	
MRNA - Turn Off/On Fees	\$ 56,044.15
NSF Check Fees	639.97
Wenonah Water Transfer	1,221.02
Meter Cost	10,157.13
Meter Testing	25.00
Water-Sewer Attachment Permits	3,600.00
Miscellaneous	2,124.19
	<hr/>
	\$ 73,811.46
	<hr/>

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

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY OPERATING FUND**  
 Statement of Expenditures--Regulatory Basis  
 For the Year Ended December 31, 2017

	Appropriations		Expended			Unexpended Balance Canceled
	Budget	Budget After Modification	Paid or Charged	Encumbered	Reserved	
<b>Operating:</b>						
Salaries and Wages	\$ 620,000.00	\$ 580,000.00	\$ 570,878.65		\$ 9,121.35	
Other Expenses	2,000,000.00	2,070,000.00	1,915,328.40	\$ 112,527.85	42,143.75	
Payment to Gloucester County Utilities Authority	1,200,000.00	1,170,000.00	1,162,979.54		7,020.46	
<b>Total Operating</b>	<b>3,820,000.00</b>	<b>3,820,000.00</b>	<b>3,649,186.59</b>	<b>112,527.85</b>	<b>58,285.56</b>	<b>-</b>
<b>Capital Improvements:</b>						
Capital Improvement Fund	100,000.00	100,000.00	100,000.00			
Capital Outlay	92,500.00	92,500.00	73,889.90	11,846.25	6,763.85	
<b>Total Capital Improvements</b>	<b>192,500.00</b>	<b>192,500.00</b>	<b>173,889.90</b>	<b>11,846.25</b>	<b>6,763.85</b>	<b>-</b>
<b>Debt Service:</b>						
Payment of Bond Principal	455,000.00	455,000.00	455,000.00			
Payment of Bond Anticipation Notes and Capital Notes	200,000.00	200,000.00	200,000.00			
Interest on Bonds	291,500.00	291,500.00	256,755.93			\$ 34,744.07
Interest on Notes	17,800.00	17,800.00	17,779.40			20.60
NJEIT Infrastructure Loan	338,700.00	338,700.00	338,298.85			401.15
<b>Total Debt Service</b>	<b>1,303,000.00</b>	<b>1,303,000.00</b>	<b>1,267,834.18</b>	<b>-</b>	<b>-</b>	<b>35,165.82</b>
<b>Deferred Charges and Statutory Expenditures:</b>						
<b>Statutory Expenditures:</b>						
<b>Contribution to:</b>						
Public Employees Retirement System	61,500.00	61,500.00	61,246.20		253.80	
Social Security System (O.A.S.I.)	48,000.00	48,000.00	41,215.94		6,784.06	
Unemployment Compensations Insurance	15,000.00	15,000.00	15,000.00			
Defined Contribution Retirement Plan	2,000.00	2,000.00			2,000.00	
Surplus (General Budget)	190,000.00	190,000.00	190,000.00			
<b>Total Deferred Charges and Statutory Expenditures</b>	<b>316,500.00</b>	<b>316,500.00</b>	<b>307,462.14</b>	<b>-</b>	<b>9,037.86</b>	<b>-</b>
	<b>\$ 5,632,000.00</b>	<b>\$ 5,632,000.00</b>	<b>\$ 5,398,372.81</b>	<b>\$ 124,374.10</b>	<b>\$ 74,087.27</b>	<b>\$ 35,165.82</b>
Interest on Bonds, Notes and Loans Disbursed			\$ 345,730.81			
			5,052,642.00			
			<u>\$ 5,398,372.81</u>			

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

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

	Balance <u>Dec. 31, 2016</u>	<u>Additions</u>	<u>Deletions</u>	Balance <u>Dec. 31, 2017</u>
General Fixed Assets:				
Land	\$ 5,491,400.00			\$ 5,491,400.00
Buildings and Improvements	10,464,800.00			10,464,800.00
Vehicles and Equipment	6,222,620.14	\$ 326,061.50	\$ 229,344.00	6,319,337.64
Total General Fixed Assets	<u>\$ 22,178,820.14</u>	<u>\$ 326,061.50</u>	<u>\$ 229,344.00</u>	<u>\$ 22,275,537.64</u>
Total Investment in General Fixed Assets	<u>\$ 22,178,820.14</u>			<u>\$ 22,275,537.64</u>

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

**CITY OF WOODBURY**  
Notes to Financial Statements  
For the Year Ended December 31, 2017

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

**Description of Financial Reporting Entity** - The City of Woodbury (hereafter referred to as the "City") was incorporated in January, 1871 and is located in southwest New Jersey approximately ten miles southeast of the City of Philadelphia. The population according to the 2010 census is 10,174.

The City has a 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 City Administrator, Deputy City Administrator and City Clerk.

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

Woodbury Public Library  
33 Delaware Street  
Woodbury, New Jersey 08096

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

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

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

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

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

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

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

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

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

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

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

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

**Cash, Cash Equivalents and Investments** - Cash and cash equivalents include petty cash, change funds and cash on deposit with public depositories. All certificates of deposit are recorded as cash regardless of the date of maturity. Investments are stated at cost; therefore, unrealized gains or losses on investments have not been recorded. Investments are stated at cost; therefore, unrealized gains or losses on investments have not been recorded. Investments recorded in the trust fund for the City's length of service awards program, however, are stated at fair value.

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 City requires it to deposit funds in public depositories protected from loss under the provisions of the Act.

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

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

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

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

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

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

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

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

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

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

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

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

**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 City's annual budget, but also the amounts required in support of the budgets of the County of Gloucester and the City of Woodbury School District. Unpaid property taxes are subject to tax sale in accordance with the statutes.

**School Taxes** - The City is responsible for levying, collecting, and remitting school taxes for the City of Woodbury 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 January 1 to December 31.

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

**Reserve for Uncollected Taxes** - The inclusion of the "reserve for uncollected taxes" appropriation in the City's annual budget protects the City 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.

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

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

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

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

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

**Note 2: CASH AND CASH EQUIVALENTS**

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

As of December 31, 2017, all of the City's bank balances of \$11,763,125.49 were exposed to custodial credit risk as follows:

Insured by FDIC and GUDPA	\$ 11,754,781.90
Uninsured and Uncollateralized	<u>8,343.59</u>
Total	<u>\$ 11,763,125.49</u>

**Note 3: PROPERTY TAXES**

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

**Comparative Schedule of Tax Rates**

	<u>Year Ended</u>				
	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>
Tax Rate	<u>\$ 4.587</u>	<u>\$ 4.523</u>	<u>\$ 4.449</u>	<u>\$ 4.379</u>	<u>\$ 4.317</u>
Apportionment of Tax Rate:					
Municipal	\$ 1.531	\$ 1.484	\$ 1.469	\$ 1.469	\$ 1.463
Municipal Library	.033	.035	.035	.036	.037
County	.634	.661	.644	.628	.612
County Open Space Preservation Trust Fund	.041	.043	.044	.044	.045
Local School	2.348	2.300	2.257	2.202	2.160

**Assessed Valuation**

<u>Year</u>	<u>Amount</u>
2017	\$ 581,707,125.00
2016	586,645,741.00
2015	587,653,054.00
2014	591,432,151.00
2013	598,627,820.00

**Comparison of Tax Levies and Collections**

<u>Year</u>	<u>Tax Levy</u>	<u>Collections</u>	<u>Percentage of Collections</u>
2017	\$ 26,726,540.05	\$ 25,640,675.23	95.94%
2016	26,561,722.24	25,642,317.11	96.54%
2015	26,206,867.00	25,150,909.32	95.97%
2014	25,940,870.68	24,815,524.55	95.66%
2013	25,872,195.67	24,877,429.29	96.16%

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

<u>Year</u>	<u>Tax Title Liens</u>	<u>Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2017	\$ 150,237.21	\$ 866,560.12	\$ 1,016,797.33	3.80%
2016	68,310.40	690,031.04	758,341.44	2.86%
2015	524,214.20	799,009.89	1,323,224.09	5.05%
2014	448,908.84	942,173.92	1,391,082.76	5.36%
2013	389,261.13	814,471.48	1,203,732.61	4.65%

**Note 4: PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION**

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

<u>Year</u>	<u>Amount</u>
2017	\$ 1,053,900.00
2016	1,141,600.00
2015	429,700.00
2014	429,700.00
2013	429,700.00

**Note 5: WATER-SEWER UTILITY SERVICE CHARGES**

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

<u>Year</u>	<u>Balance Beginning of Year</u>		<u>Levy</u>	<u>Total</u>	<u>Collections</u>
	<u>Receivable</u>	<u>Liens</u>			
2017	\$ 82,375.96	\$ 14,755.53	\$ 5,174,519.04	\$ 5,271,650.53	\$ 5,160,649.94
2016	105,485.42	58,287.65	5,099,933.00	5,263,706.07	5,119,066.20
2015	143,847.35	40,096.14	5,231,588.59	5,415,532.08	5,253,915.75
2014	87,378.74	53,562.32	5,290,008.46	5,430,949.52	5,069,179.82
2013	456,735.42	88,733.90	5,306,866.92	5,852,336.24	5,651,554.36

**Note 6: FUND BALANCES APPROPRIATED**

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

**Current Fund**

<u>Year</u>	<u>Balance December 31,</u>	<u>Utilized in Budget of Succeeding Year</u>	<u>Percentage of Fund Balance Used</u>
2017	\$ 2,184,683.57	\$ 1,080,000.00	49.44%
2016	2,762,529.10	1,080,000.00	39.09%
2015	3,066,794.49	1,080,000.00	35.22%
2014	2,699,219.50	975,000.00	36.12%
2013	3,116,668.67	1,000,000.00	32.09%

**Water - Sewer Utility Fund**

<u>Year</u>	<u>Balance December 31,</u>	<u>Utilized in Budget of Succeeding Year</u>	<u>Percentage of Fund Balance Used</u>
2017	\$ 2,004,255.10	\$ 590,000.00	29.44%
2016	2,056,761.36	590,000.00	28.69%
2015	1,988,250.25	400,000.00	20.12%
2014	2,056,531.43	400,000.00	19.45%
2013	2,197,917.32	600,000.00	27.30%

**Note 7: INTERFUND RECEIVABLES AND PAYABLES**

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

<u>Fund</u>	<u>Interfunds Receivable</u>	<u>Interfunds Payable</u>
Current	\$ 46,032.77	\$ 395,412.02
Federal and State Grant	34,576.61	
Trust - Animal Control		7,159.18
Trust - Other		4,069.87
General Capital	360,835.41	3,915,000.00
Water - Sewer Utility - Operating	1,810,167.78	34,803.72
Water - Sewer Utility - Capital	3,915,000.00	1,810,167.78
	<u>\$ 6,166,612.57</u>	<u>\$ 6,166,612.57</u>

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

**Note 8: PENSION PLANS**

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

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

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

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

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

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

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

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

The following represents the membership tiers for PERS:

**Tier Definition**

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

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

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

The following represents the membership tiers for PFRS:

**Tier Definition**

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

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

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

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

**Contributions**

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

The City's contractually required contribution rate for the year ended December 31, 2017 was 14.05% of the City's covered payroll. This amount was actuarially determined as the amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, including an additional amount to finance any unfunded accrued liability.

Based on the most recent PERS measurement date of June 30, 2017, the City's contractually required contribution to the pension plan for the year ended December 31, 2017 is \$319,391.00, and is payable by April 1, 2018. Due to the basis of accounting described in note 1, no liability has been recorded in the financial statements for this amount. Based on the PERS measurement date of June 30, 2016, the City's contractually required contribution to the pension plan for the year ended December 31, 2016 was \$304,584.00, which was paid on April 1, 2017. Employee contributions to the Plan during the year ended December 31, 2017 were \$170,630.80.

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

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

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

The City's contractually required contribution rate for the year ended December 31, 2017 was 27.82% of the City's covered payroll. This amount was actuarially determined as the amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability.

Based on the most recent PFRS measurement date of June 30, 2017, the City's contractually required contribution to the pension plan for the year ended December 31, 2017 is \$728,955.00, and is payable by April 1, 2018. Due to the basis of accounting described in note 1, no liability has been recorded in the financial statements for this amount. Based on the PFRS measurement date of June 30, 2016, the City's contractually required contribution to the pension plan for the year ended December 31, 2016 was \$678,013.00, which was paid on April 1, 2017. Employee contributions to the Plan during the year ended December 31, 2017 were \$263,043.80.

The amount of contractually required contribution for the State of New Jersey's proportionate share, associated with the City, for the year ended December 31, 2017 was 2.72% of the City's covered payroll.

Based on the most recent PFRS measurement date of June 30, 2017, the State's contractually required contribution, on-behalf of the City, to the pension plan for the year ended December 31, 2017 is \$71,219.00, and is payable by April 1, 2018. Based on the PFRS measurement date of June 30, 2016, the State's contractually required contribution, on-behalf of the City, to the pension plan for the year ended December 31, 2016 was \$51,113.00, which was paid on April 1, 2017.

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

For the year ended December 31, 2017, employee contributions totaled \$7,310.71, and the City's contributions were \$4,014.78. There were no forfeitures during the year.

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

**Public Employees' Retirement System** - At December 31, 2017, the City's proportionate share of the PERS net pension liability was \$8,025,655.00. The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2016. The total pension liability was calculated through the use of updated procedures to roll forward from the actuarial valuation date to the measurement date of June 30, 2017. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. For the June 30, 2017 measurement date, the City's proportion was 0.0344768290%, which was an increase of 0.0001917213% from its proportion measured as of June 30, 2016.

At December 31, 2017, the City's proportionate share of the PERS pension expense, calculated by the Plan as of the June 30, 2017 measurement date is \$384,225.00. This expense is not recognized by the City because of the regulatory basis of accounting as described in note 1; however, as previously mentioned, for the year ended December 31, 2017, the City's contribution to PERS was \$304,584.00, and was paid on April 1, 2017.

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

City's Proportionate Share of Net Pension Liability	\$ 12,715,730.00
State of New Jersey's Proportionate Share of Net Pension Liability Associated with the City	<u>1,424,269.00</u>
	<u>\$ 14,139,999.00</u>

The net pension liability was measured as of June 30, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2016. The total pension liability was calculated through the use of updated procedures to roll forward from the actuarial valuation date to the measurement date of June 30, 2017. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers and the State of New Jersey, actuarially determined. For the June 30, 2017 measurement date, the City's proportion was 0.0823660787%, which was a decrease of (0.0007909487%) from its proportion measured as of June 30, 2016. Likewise, at June 30, 2017, the State of New Jersey's proportion, on-behalf of the City, was 0.0823660787%, which was a decrease of (0.0007909487%) from its proportion, on-behalf of the City, measured as of June 30, 2016.

At December 31, 2017, the City's proportionate share of the PFRS pension expense, calculated by the Plan as of the June 30, 2017 measurement date is \$1,091,207.00. This expense is not recognized by the City because of the regulatory basis of accounting as described in note 1; however, as previously mentioned, for the year ended December 31, 2017, the City's contribution to PFRS was \$678,013.00, and was paid on April 1, 2017.

At December 31, 2017, the State's proportionate share of the PFRS pension expense, associated with the City, calculated by the Plan as of the June 30, 2017 measurement date is \$174,220.00. This on-behalf expense is not recognized by the City because of the regulatory basis of accounting as described in note 1.

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

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

	Deferred Outflows of Resources			Deferred Inflows of Resources		
	PERS	PFRS	Total	PERS	PFRS	Total
Differences between Expected and Actual Experience	\$ 188,976.00	\$ 82,492.00	\$ 271,468.00	\$ -	\$ 74,631.00	\$ 74,631.00
Changes of Assumptions	1,616,893.00	1,567,991.00	3,184,884.00	1,610,965.00	2,082,465.00	3,693,430.00
Net Difference between Projected and Actual Earnings on Pension Plan Investments	54,649.00	242,646.00	297,295.00	-	-	-
Changes in Proportion and Differences between City Contributions and Proportionate Share of Contributions	69,063.00	75,823.00	144,886.00	720,234.00	287,445.00	1,007,679.00
City Contributions Subsequent to the Measurement Date	159,696.00	364,478.00	524,174.00	-	-	-
	<u>\$ 2,089,277.00</u>	<u>\$ 2,333,430.00</u>	<u>\$ 4,422,707.00</u>	<u>\$ 2,331,199.00</u>	<u>\$ 2,444,541.00</u>	<u>\$ 4,775,740.00</u>

\$159,696.00 and \$364,478.00 for PERS and PFRS, respectively, included in deferred outflows of resources, will be included as a reduction of the net pension liability in the year ending December 31, 2018. These amounts were based on an estimated April 1, 2019 contractually required contribution, prorated from the pension plans' measurement date of June 30, 2017 to the City's year end of December 31, 2017.

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

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

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

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

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

<b>Year Ending Dec 31,</b>	<b><u>PERS</u></b>	<b><u>PFRS</u></b>	<b><u>Total</u></b>
2018	\$ (7,240.00)	\$ 92,708.00	\$ 85,468.00
2019	88,931.00	357,032.00	445,963.00
2020	(12,191.00)	(54,015.00)	(66,206.00)
2021	(307,309.00)	(601,510.00)	(908,819.00)
2022	(163,809.00)	(269,804.00)	(433,613.00)
	<u>\$ (401,618.00)</u>	<u>\$ (475,589.00)</u>	<u>\$ (877,207.00)</u>

**Actuarial Assumptions**

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

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

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

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

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

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

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

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

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

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

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

	<b>PERS</b>		
	<b>1% Decrease (4.00%)</b>	<b>Current Discount Rate (5.00%)</b>	<b>1% Increase (6.00%)</b>
City's Proportionate Share of the Net Pension Liability	\$ 9,956,369.00	\$ 8,025,655.00	\$ 6,417,130.00

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

	<b>PFRS</b>		
	<b>1% Decrease (5.14%)</b>	<b>Current Discount Rate (6.14%)</b>	<b>1% Increase (7.14%)</b>
City's Proportionate Share of the Net Pension Liability	\$ 16,754,021.00	\$ 12,715,730.00	\$ 9,397,814.00
State of New Jersey's Proportionate Share of Net Pension Liability associated with the City	1,876,591.70	1,424,269.00	1,052,634.47
	<u>\$ 18,630,612.70</u>	<u>\$ 14,139,999.00</u>	<u>\$ 10,450,448.47</u>

**Pension Plan Fiduciary Net Position**

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

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

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

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

	<u>Measurement Date Ended June 30,</u>		
	<u>2017</u>	<u>2016</u>	<u>2015</u>
City's Proportion of the Net Pension Liability	0.0344768290%	0.0342851077%	0.0384752545%
City's Proportionate Share of the Net Pension Liability	\$ 8,025,655.00	\$ 10,154,266.00	\$ 8,636,924.00
City's Covered Payroll (Plan Measurement Period)	\$ 2,357,556.00	\$ 2,360,252.00	\$ 2,659,060.00
City's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	340.42%	430.22%	324.81%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	48.10%	40.14%	47.93%
	<u>Measurement Date Ended June 30,</u>		
	<u>2014</u>	<u>2013</u>	
City's Proportion of the Net Pension Liability	0.0405159927%	0.0400341310%	
City's Proportionate Share of the Net Pension Liability	\$ 7,585,702.00	\$ 7,651,318.00	
City's Covered Payroll (Plan Measurement Period)	\$ 2,739,728.00	\$ 2,812,020.00	
City's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	276.88%	272.09%	
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	52.08%	48.72%	

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

	<u>Year Ended December 31,</u>		
	<u>2017</u>	<u>2016</u>	<u>2015</u>
City's Contractually Required Contribution	\$ 319,391.00	\$ 304,584.00	\$ 330,784.00
City's Contribution in Relation to the Contractually Required Contribution	<u>(319,391.00)</u>	<u>(304,584.00)</u>	<u>(330,784.00)</u>
City's Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City's Covered Payroll (Calendar Year)	\$ 2,273,975.00	\$ 2,355,219.00	\$ 2,373,870.00
City's Contributions as a Percentage of Covered Payroll	14.05%	12.93%	13.93%
	<u>Year Ended December 31,</u>		
	<u>2014</u>	<u>2013</u>	
City's Contractually Required Contribution	\$ 334,008.00	\$ 301,649.00	
City's Contribution in Relation to the Contractually Required Contribution	<u>(334,008.00)</u>	<u>(301,649.00)</u>	
City's Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	
City's Covered Payroll (Calendar Year)	\$ 2,613,991.00	\$ 2,702,834.00	
City's Contributions as a Percentage of Covered Payroll	12.78%	11.16%	

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

	<u>Measurement Date Ended June 30,</u>		
	<u>2017</u>	<u>2016</u>	<u>2015</u>
City's Proportion of the Net Pension Liability	0.0823660787%	0.0831570274%	0.0831013469%
City's Proportionate Share of the Net Pension Liability	\$ 12,715,730.00	\$ 15,885,119.00	\$ 13,841,788.00
State's Proportionate Share of the Net Pension Liability associated with the City	1,424,269.00	1,333,956.00	1,213,878.00
Total	<u>\$ 14,139,999.00</u>	<u>\$ 17,219,075.00</u>	<u>\$ 15,055,666.00</u>
City's Covered Payroll (Plan Measurement Period)	\$ 2,666,164.00	\$ 2,564,700.00	\$ 2,599,744.00
City's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	476.93%	619.38%	532.43%
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	58.60%	52.01%	56.31%
	<u>Measurement Date Ended June 30,</u>		
	<u>2014</u>	<u>2013</u>	
City's Proportion of the Net Pension Liability	0.0861774062%	0.0846628071%	
City's Proportionate Share of the Net Pension Liability	\$ 10,840,318.00	\$ 11,255,156.00	
State's Proportionate Share of the Net Pension Liability associated with the City	1,167,320.00	1,049,117.00	
Total	<u>\$ 12,007,638.00</u>	<u>\$ 12,304,273.00</u>	
City's Covered Payroll (Plan Measurement Period)	\$ 2,721,904.00	\$ 2,645,540.00	
City's Proportionate Share of the Net Pension Liability as a Percentage of Covered Payroll	398.26%	425.44%	
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	62.41%	58.70%	

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

	<u>Year Ended December 31,</u>		
	<u>2017</u>	<u>2016</u>	<u>2015</u>
City's Contractually Required Contribution	\$ 728,955.00	\$ 678,013.00	\$ 675,490.00
City's Contribution in Relation to the Contractually Required Contribution	<u>(728,955.00)</u>	<u>(678,013.00)</u>	<u>(675,490.00)</u>
City's Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
City's Covered Payroll (Calendar Year)	\$ 2,619,948.00	\$ 2,657,229.00	\$ 2,532,514.00
City's Contributions as a Percentage of Covered Payroll	27.82%	25.52%	26.67%
	<u>Year Ended December 31,</u>		
	<u>2014</u>	<u>2013</u>	
City's Contractually Required Contribution	\$ 661,902.00	\$ 617,681.00	
City's Contribution in Relation to the Contractually Required Contribution	<u>(661,902.00)</u>	<u>(617,681.00)</u>	
City's Contribution Deficiency (Excess)	<u>\$ -</u>	<u>\$ -</u>	
City's Covered Payroll (Calendar Year)	\$ 2,600,055.00	\$ 2,645,494.00	
City's Contributions as a Percentage of Covered Payroll	25.46%	23.35%	

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

Changes in Benefit Terms - None

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

***Police and Firemen's Retirement System (PFRS)***

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

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

**Note 9: POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS**

**Plan Description** - The City contributes to the State Health Benefits Program ("SHBP"), a cost-sharing, multiple-employer defined benefit post-employment healthcare plan, administered by the State of New Jersey Division of Pensions and Benefits. SHBP was established in 1961 under N.J.S.A. 52:14-17.25 et seq., to provide health benefits to State employees, retirees, and their dependents. Rules governing the operation and administration of the program are found in Title 17, Chapter 9 of the New Jersey Administrative Code. SHBP provides medical, prescription drugs, mental health/substance abuse, and Medicare Part B reimbursement to retirees and their covered dependents.

The SHBP was extended to employees, retirees, and dependents of participating local public employers in 1964. Local employers must adopt a resolution to participate in the SHBP. In 2013, the City authorized participation in the SHBP's post-retirement benefit program through resolution numbers 13-161, 13-162, 13-163 and 13-164.

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

**Note 9: POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS (CONT'D)**

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

Contributions to pay for the health premiums of participating retirees in the SHBP are billed to the City on a monthly basis. The City funds these benefits on a pay-as-you-go basis and, therefore, does not record accrued expenses related to these benefits. The City's contributions to SHBP for the years ended December 31, 2017, 2016, and 2015 were \$818,301.56, \$696,101.04, and \$641,014.17 respectively, which equaled the required contributions each year. There were approximately 62 retired participants eligible at December 31, 2017.

**Plan Description** - The City also provides reimbursement of the Medicare Part B premium for retirees and surviving spouses through a single-employer plan. Eligible retirees are defined as those who retire from active employment with the City under the classification of Police Officers, Firemen, employees of the Department of Public Works and employees of the City of Woodbury administration staff provided they have completed 25 years of public employment, of which at least 20 years are with the City of Woodbury if hired after January 1, 2006. Once Medicare is attained by either the retired employee or their spouse in the case of spousal coverage, Medicare is primary and the City of Woodbury provides supplementary medical insurance.

Currently, medical benefits and prescription drug benefits are provided by the State Health Benefits Plan. Therefore, the liabilities are not included in this valuation.

**Funding Policy** - The contribution requirements of plan members and the City are established and may be amended by the City's governing body.

**Retirees** - The City reimburses its current retirees on a "pay-as-you-go" basis. The City's reimbursements to retirees for the years ended December 31, 2017, 2016, and 2015 were \$32,491.30, \$68,695.00, and \$37,134.60, respectively.

**Future Retirees** - In accordance with Statement No. 45 of the Governmental Accounting Standards Board, the City is required to disclose the *annual required contribution of the employer (ARC)*, an amount actuarially determined in accordance with the parameters of Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty (30) years. The ARC includes the costs of both current and future retirees. The current ARC was determined to be \$235,632.00 at an unfunded discount rate of 5.0%. As stated above, the City has funded the cost of existing retirees in the amount of \$32,491.30, and has incurred the benefit costs for future eligible employees, but has not yet begun funding this outstanding liability.

**Note 9: POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS (CONT'D)**

**Annual OPEB Cost** - For year ended December 31, 2017, the City's annual OPEB cost (expense) of \$229,362.95 for the plan was equal to the ARC plus certain adjustments because the City's actual contributions in prior years differed from the ARC. The City's annual required contribution (ARC), the interest on the net OPEB obligation, the adjustment to the ARC, the increase or decrease in the net OPEB obligation, the net OPEB obligation, and the percentage of annual OPEB cost contributed to the plan for years 2017, 2016, and 2015 are as follows:

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Annual Required Contribution (ARC)	\$ 235,632.00	\$ 235,632.00	\$ 160,692.00
Interest on the Net OPEB Obligation	26,222.25	18,091.66	12,057.93
Adjustment to the ARC	<u>(32,491.30)</u>	<u>(22,416.90)</u>	<u>(14,940.66)</u>
Annual OPEB Cost	229,362.95	231,306.76	157,809.27
Pay-as-You Go Cost (Existing Retirees)	<u>(32,630.24)</u>	<u>(68,695.00)</u>	<u>(37,134.60)</u>
Increase (Decrease) in the Net OPEB Obligation	196,732.71	162,611.76	120,674.67
Net OPEB Obligation, January 1	<u>524,445.01</u>	<u>361,833.25</u>	<u>241,158.58</u>
Net OPEB Obligation, December 31	<u>\$ 721,177.72</u>	<u>\$ 524,445.01</u>	<u>\$ 361,833.25</u>
Percentage of Annual OPEB Cost Contributed	14.2%	29.7%	23.5%

**Funded Status and Funding Progress** - The funded status of the plan as of the two past actuarial valuation dates is as follows:

	<u>2016</u>	<u>2013</u>
Actuarial Accrued Liability (AAL)	\$ 3,030,780.00	\$ 1,819,870.00
Actuarial Value of Plan Assets	<u>-</u>	<u>-</u>
Unfunded Actuarial Accrued Liability (UAAL)	<u>\$ 3,030,780.00</u>	<u>\$ 1,819,870.00</u>
Funded Ratio (Actuarial Value of Plan Assets / AAL)	0.0%	0.0%
Covered Payroll (Active Plan Members)	\$ 5,012,448.00	\$ 5,348,328.00
UAAL as a Percentage of Covered Payroll	60.5%	34.0%

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

**Note 9: POSTEMPLOYMENT BENEFITS OTHER THAN PENSION BENEFITS (CONT'D)**

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

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

- *Mortality.* 1994 sex distinct Group Annuity Mortality Table.
- *Annual Discount Rate.* Future costs have been discounted at the rate of 5.0% compounded annually for GASB 45 purposes.
- *Turnover.* accordance with the U.S. Office of Personnel Management regarding the experience of the employee group covered by the Federal Employees Retirement System.
- *Assumed Retirement Age.* when eligible, but no earlier than age 55.
- *Full Attribution Period.* service to assumed retirement age.
- *Spousal Coverage.* assumed married couples will remain married.
- *Health Care Cost Inflation.* increase at an annual rate of 7.0% for Pre-Medicare medical benefits and 5% for Post-Medicare medical benefits.
- *Administration Expenses.* approximately 2%, is included in the annual health care costs.

**Note 10: COMPENSATED ABSENCES**

Vacation days and unused sick leave may not be accumulated and carried forward to the subsequent year.

The City of Woodbury does not compensate employees for unused sick leave upon termination or retirement.

**Note 11: DEFERRED COMPENSATION SALARY ACCOUNT**

The City 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 City or its creditors. Since the City does not have a fiduciary relationship with the Plan, the balances and activities of the Plan are not reported in the City's financial statements.

**Note 12: CAPITAL DEBT****Long Term Loans - General Capital Fund****State of New Jersey Green Acres Assistance Loan Payable:**

The City of Woodbury has entered into loan agreements with the State of New Jersey under the Green Acres Program. The loans shall be repaid in semi-annual installments over a period not to exceed 20 years. Interest shall accrue at a rate of not more than 2.00%.

	Interest Rate	Original Amounts	Last Maturity Date	Balance Dec. 31, 2017
Green Acres Assistance Loans	2.00%	\$ 1,166,000.00	2030	<u>\$ 545,699.88</u>

**Long-Term Loans – Water-Sewer Utility Capital Fund****State of New Jersey Environmental Infrastructure Loan Payable:**

The City of Woodbury entered into a loan agreements with the State of New Jersey Environmental Infrastructure Trust in 2010 and 2013. The loan consists of two parts- a Trust Loan repayable at market interest rates and a Fund Loan repayable with no interest.

	Interest Rate	Last Maturity Date	Amount Issued	Balance Dec. 31, 2017
2013 Trust Loan	3% to 5%	2032	\$ 1,265,000.00	\$ 1,070,000.00
2013 Fund Loan	None	2032	1,339,883.00	1,016,137.43
2010 Trust Loan	4% to 5%	2029	725,000.00	500,000.00
2010 Fund Loan	None	2028	2,217,010.00	1,225,555.88
			<u>\$ 5,546,893.00</u>	<u>\$ 3,811,693.31</u>

**Schedule of Annual Debt Service for Principal and Interest for Long-Term Loans**

Year	General		Water-Sewer Utility		Total
	Principal	Interest	Principal	Interest	
2018	\$ 55,679.38	\$ 7,457.55	\$ 272,103.37	\$ 64,070.00	\$ 399,310.30
2019	48,809.75	6,672.64	270,103.37	60,120.00	385,705.76
2020	49,533.15	5,949.26	280,103.37	56,600.00	392,185.78
2021	50,271.06	5,211.34	279,103.37	52,680.00	387,265.77
2022	51,023.83	4,458.58	285,103.37	48,800.00	389,385.78
2023-2027	250,635.44	10,542.41	1,484,516.85	176,890.00	1,922,584.70
2028-2032	39,747.27	76.93	940,659.61	67,955.00	1,048,438.81
	<u>\$ 545,699.88</u>	<u>\$ 40,368.71</u>	<u>\$ 3,811,693.31</u>	<u>\$ 527,115.00</u>	<u>\$ 4,924,876.90</u>

**Note 12: CAPITAL DEBT (CONT'D)****General Improvement Bonds**

Taxable Refunding Bonds, Series 2003 - On April 1, 2003, the City issued \$1,345,000.00 of taxable refunding bonds, with interest rates ranging from 5.60% to 5.70%. The bonds were issued in accordance with the Early Retirement Refinancing Act, P.L. 2002, c.42 to fund the costs and expenses of retiring the present value of the unfunded accrued liability due and owing for early retirement incentive benefits. The final maturity of the bonds is April 1, 2025. The bonds will be paid from property taxes.

General Obligation Bonds, Series 2009 - On November 4, 2009, the City issued \$6,550,000.00 of general obligation bonds consisting of \$2,665,000.00 General Capital Improvement Bonds and \$3,885,000.00 Water and Sewer Utility Bonds, with interest rates ranging from 3.00% to 4.25%. The final maturity of these bonds is November 1, 2029. The General Capital bonds will be paid from property taxes and the Water and Sewer Utility Bonds will be paid from rents.

General Obligation Refunding Bonds, Series 2011 - On September 28, 2011, the City issued \$4,655,000.00 of general obligation bonds consisting of \$1,720,000.00 General Capital Improvement Bonds and \$2,935,000.00 Water and Sewer Utility Bonds, with interest rates ranging from 2.00% to 4.00%. The final maturity of these bonds is August 1, 2022. The General Capital bonds will be paid from property taxes and the Water and Sewer Utility Bonds will be paid from rents.

General Obligation Bonds, Series 2017 - On June 7, 2017, the City issued \$14,800,000.00 of general obligation bonds consisting of \$10,335,000.00 General Capital Improvement Bonds and \$4,465,000.00 Water and Sewer Utility Bonds, with interest rates ranging from 1.25% to 3.00%. The final maturity of these bonds is May 1, 2037. The General Capital bonds will be paid from property taxes and the Water and Sewer Utility Bonds will be paid from rents.

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

<u>Year</u>	<u>General</u>		<u>Water-Sewer Utility</u>		<u>Total</u>
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>	
2018	\$ 635,000.00	\$ 491,107.50	\$ 630,000.00	\$ 342,025.00	\$ 2,098,132.50
2019	765,000.00	363,875.00	675,000.00	272,837.50	2,076,712.50
2020	790,000.00	340,455.00	705,000.00	249,187.50	2,084,642.50
2021	815,000.00	316,180.00	730,000.00	224,437.50	2,085,617.50
2022	845,000.00	290,455.00	765,000.00	198,787.50	2,099,242.50
2023-2027	3,910,000.00	1,058,347.50	2,260,000.00	715,262.50	7,943,610.00
2028-2032	3,640,000.00	491,400.00	1,685,000.00	334,675.00	6,151,075.00
2033-2037	1,470,000.00	44,100.00	1,410,000.00	108,450.00	3,032,550.00
	<u>\$ 12,870,000.00</u>	<u>\$ 3,395,920.00</u>	<u>\$ 8,860,000.00</u>	<u>\$ 2,445,662.50</u>	<u>\$ 27,571,582.50</u>

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

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

	<u>2017</u>	<u>2016</u>	<u>2015</u>
<b><u>Issued</u></b>			
General:			
Bonds and Notes	\$ 13,415,699.88	\$ 13,893,038.46	\$ 9,358,401.32
Water - Sewer Utility:			
Bonds and Notes	12,671,693.31	11,618,796.68	12,361,900.05
Total Issued	<u>26,087,393.19</u>	<u>25,511,835.14</u>	<u>21,720,301.37</u>
<b><u>Authorized but not Issued</u></b>			
General:			
Bonds and Notes	3,418,757.72	2,726,257.72	6,191,757.72
Water - Sewer Utility:			
Bonds and Notes	582,377.72	2,007,377.72	1,286,202.72
Total Authorized but not Issued	<u>4,001,135.44</u>	<u>4,733,635.44</u>	<u>7,477,960.44</u>
Total Issued and Authorized but not Issued	<u>30,088,528.63</u>	<u>30,245,470.58</u>	<u>29,198,261.81</u>
<b><u>Deductions</u></b>			
Cash Pledged to the Payment of Bonds --			
General Fund	12,986.50	12,986.50	12,986.50
Water-Sewer Utility	488.90	488.90	488.90
Reserve for Payment of Bond Anticipation Notes - Utility Fund			744,825.00
Self-Liquidating	13,253,582.13	13,625,685.50	12,902,788.87
Total Deductions	<u>13,267,057.53</u>	<u>13,639,160.90</u>	<u>13,661,089.27</u>
<b>Net Debt</b>	<u>\$ 16,821,471.10</u>	<u>\$ 16,606,309.68</u>	<u>\$ 15,537,172.54</u>

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 2.848%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local School District	\$ 5,030,000.00	\$ 5,030,000.00	
Water - Sewer Utility	13,254,071.03	13,254,071.03	
General	16,834,457.60	12,986.50	\$ 16,821,471.10
	<u>\$ 35,118,528.63</u>	<u>\$ 18,297,057.53</u>	<u>\$ 16,821,471.10</u>

Net debt \$16,821,471.10 divided by the equalized valuation basis per N.J.S.A.40A:2-2, as amended, \$590,743,021.00, equals 2.848%.

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

3 1/2% of Equalized Valuation Basis (Municipal)	\$ 20,676,005.74
Less: Net Debt	<u>16,821,471.10</u>
Remaining Borrowing Power	<u>\$ 3,854,534.64</u>

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

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

Cash Receipts from Fees, Rents, Fund Balance Anticipated, Interest and Other Investment Income, and Other Charges for the Year	\$	5,860,296.42
Deductions:		
Operating and Maintenance Costs	\$	3,946,500.00
Debt Service		<u>1,267,834.18</u>
Total Deductions		<u>5,214,334.18</u>
Excess in Revenue	\$	<u>645,962.24</u>

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

**Note 13: RISK MANAGEMENT**

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

**New Jersey Unemployment Compensation Insurance** - The City has elected to fund its New Jersey Unemployment Compensation Insurance under the "Benefit Reimbursement Method". Under this plan, the City is required to reimburse the New Jersey Unemployment Trust Fund for benefits paid to its former employees and charged to its account with the State. The City is billed quarterly for amounts due to the State.

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

<u>Year</u>	<u>City Contributions</u>	<u>Interest Earnings</u>	<u>Amount Reimbursed</u>	<u>Ending Balance</u>
2017	\$ 25,000.00	\$ 42.00	\$ 9,462.61	\$ 72,219.00
2016	30,000.00	8.08	15,856.50	56,639.61
2015	30,000.00	0.36	40,363.76	42,488.03

**Joint Insurance Pool** - The City is a member of the Gloucester, Salem and Cumberland County Insurance Pool Joint Insurance Fund. The Fund provides its members with the following coverage:

- General Liability
- Automobile Liability
- Property (Including Auto Physical Damage)
- Fidelity and Performance (Blanket)
- Boiler and Machinery
- Workers' Compensation
- Police Professional
- Public Officials and Employment Practices Liability (EPL)
- Motor Vehicles

**Note 13: RISK MANAGEMENT (CONT'D)**

**Joint Insurance Pool (cont'd)** - 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 publishes its own financial report for the year ended December 31, 2017, which can be obtained from:

Gloucester, Salem, Cumberland Counties  
Municipal Joint Insurance Fund  
P.O. Box 345  
Voorhees, New Jersey 08043

**Note 14: CONTINGENCIES**

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

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

**Note 15: LENGTH OF SERVICE AWARDS PROGRAM**

**Plan Description** - The City's length of service awards program (the "Plan"), which is a defined contribution plan reported in the City's trust fund, was created by a City Resolution adopted on May 11, 1993 pursuant to Section 457(e)(11)(B) of the Internal Service Code of 1986, as amended, except for provisions added by reason of the length of service award program as enacted into federal law in 1997. The City also submitted notification on March 12, 1998 of a LOSAP program to the Division of Local Government Services for a program established prior to the 1997 provisions. The Plan provides tax deferred income benefits to active volunteer firefighters and emergency medical personnel, and is administered by Lincoln National Life Insurance Company ("Plan Administrator"), a State of New Jersey approved length of service awards program provider. The City's practical involvement in administering the Plan is essentially limited to verifying the eligibility of each participant and remitting the funds to the Plan Administrator.

The tax deferred income benefits for active volunteer firefighters and emergency medical personnel come from contributions made solely by the governing body of the City, on behalf of those volunteers who meet the criteria of the Plan created by that governing body. Participants should refer to the Plan agreement for a more complete description of the Plan's provisions.

**Note 15: LENGTH OF SERVICE AWARDS PROGRAM (CONT'D)**

**Plan Amendments** - The City may make minor amendments to the provisions of the Plan at any time, provided, however, that no amendment affects the rights of participants or their beneficiaries regarding vested accumulated deferrals at the time of the amendment. The Plan can only be amended by resolution of the governing body of the City, and the following procedures must be followed: (a) any amendment to the Plan shall be submitted for review and approval by the Director of Local Government Services, State of New Jersey (the "Director") prior to implementation by the City's governing body, provided, however, that any amendment required by the IRS, may be adopted by the City's governing body without the advance approval of the Director (although such amendment shall be filed with the Director); (b) the documentation submitted to the Director shall identify the regulatory authority for the amendment and the specific language of the change; and (c) the City shall adopt the amendment by resolution of the governing body, and a certified copy of the resolution shall be forwarded to the Director. The City may amend the Plan agreement to accommodate changes in the Internal Revenue Code, Federal statutes, state laws or rules or operational experience. In cases of all amendments to the Plan, the City shall notify all participants in writing prior to making any amendment to the Plan.

**Contributions** - If an active member meets the year of active service requirement, a length of service awards program must provide a benefit between the minimum contribution of \$100.00 and a maximum contribution of \$1,150.00 per year. While the maximum amount is established by statute, it is subject to periodic increases that are related to the consumer price index (N.J.S.A. 40A:14-185(f)). The Division of Local Government Services of the State of New Jersey will issue the permitted maximum annually.

The City elected to contribute between \$100.00 and \$1,000.00 for the year ended December 31, 2017, per eligible volunteer, into the Plan, depending on how many years the volunteer has served. Participants direct the investment of the contributions into various investment options offered by the Plan. The City has no authorization to direct investment contributions on behalf of eligible volunteers nor has the ability to purchase or sell investment options offered by the Plan. The types of investment options, and the administering of such investments, rests solely with the Plan Administrator.

For the year ended December 31, 2017, the City's total expenditure, to the Plan was \$15,000.00.

**Participant Accounts** - Each participant's account is credited with the City's contribution and Plan earnings, and charged with administrative expenses. The benefit to which a participant is entitled is the benefit that can be provided from the participant's vested account. The City has placed the amounts deferred, including earnings, in a trust maintained by a third-party administrator for the exclusive benefit of the Plan participants and their beneficiaries. The contributions from the City to the Plan, and the related earnings, are not irrevocable, and such funds are not legally protected from the creditors of the City. These funds, however, are not available for funding the operations of the City.

**Vesting** - The City, in accordance with N.J.S.A. 40A:14-188 and N.J.A.C. 5:30-11.63 may make a yearly contribution to the length of service awards program account in the deferred income program for an active volunteer who has satisfied the requirements for receipt of an award, but the volunteer shall not be able to receive a distribution of the funds until the completion of a five year vesting period or be in accordance with changes to vesting conveyed through the issuance of a Local Finance Notice and/or publication of a public notice in the New Jersey Register, with payment of that benefit only being as otherwise permitted by the Plan.

**Payment of Benefits** - Upon separation from volunteer service, retirement or disability, termination of the Plan, participants may select various payout options of vested accumulated deferrals, which include lump sum, periodic, or annuity payments. In the case of death, with certain exceptions, any amount invested under the participant's account is paid to the beneficiary or the participant's estate.

In the event of an unforeseeable emergency, as outlined in the Plan document, a participant or a beneficiary entitled to vested accumulated deferrals may request the local plan administrator to payout a portion of vested accumulated deferrals.

**Note 15: LENGTH OF SERVICE AWARDS PROGRAM (CONT'D)**

**Forfeited Accounts** - For the year ended December 31, 2017, no accounts were forfeited.

**Investments** - The investments of the length of service awards program reported in the trust - other funds on the statements of assets, liabilities, reserves, and fund balance - regulatory basis are recorded at fair value.

**Plan Information** - Additional information about the City's length of service awards program can be obtained by contacting the Plan Administrator.

**Supplementary Length of Service Award Program Information**

In accordance with GASB Statement No. 73, *Accounting and Financial Reporting for Pensions and Related Assets that are not within the Scope of GASB Statement 68, and Amendments to Certain Provisions of GASB Statements 67 and 68*, the following schedule of City contributions to the length of service award program is presented. This schedule is presented to illustrate the requirements to show information for 10 years; however, until a full 10-year trend is compiled, this presentation will only include information for those years for which information is available.

	<u>Year Ended December 31,</u>		
	<u>2017</u>	<u>2016</u>	<u>2015</u>
City's Plan Calculated Contribution	\$ 15,000.00	\$ 7,000.00	\$ 29,999.97
City's Contributions in Relation to the Plan Calculated Contribution	<u>(15,000.00)</u>	<u>(7,000.00)</u>	<u>(29,999.97)</u>
City's Plan Calculated Contribution Deficiency (Excess)	<u>-</u>	<u>-</u>	<u>-</u>

**Note 16: SUBSEQUENT EVENTS**

**Tax Appeals** - As of July 31, 2018, several tax appeals were on file against the City. Based upon information provided by the tax assessor, if such appeals are not settled in favor of the City, the estimated impact of the tax refunds could be material.

**Note 17: TAX ABATEMENTS**

The City enters into property tax abatement agreements with local businesses under the Long Term Tax Exemption Law, Five-Year Exemption and Abatement Law and Local Redevelopment and House Law. Under these laws, municipalities may grant property tax abatements of a business' property tax bill for the purpose of attracting or retaining businesses within their jurisdictions or to help entities undertake urban renewal projects. The abatements may be granted to any business located within or promising to relocate to the City.

For the year ended December 31, 2017, the City abated property taxes totaling \$762,696.17 under these laws, including the following tax abatement agreements that each exceeded ten percent (10%) of the total amount abated:

- A forty percent (40%) property tax abatement to a rehabilitation center as part of a revitalization and redevelopment plan for an area of the City. The abatement amounted to \$304,041.82.
- A forty-six percent (46%) property tax abatement for a nursing home and assisted living in an area in need of redevelopment in accordance with New Jersey Local Redevelopment and Housing Law. The abatement amounted to \$355,277.14.

**SUPPLEMENTAL EXHIBITS**

**SUPPLEMENTAL EXHIBITS**

**CURRENT FUND**

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of Current Cash --Treasurer  
For the Year Ended December 31, 2017

	<u>Regular</u>	<u>Federal and State Grant Fund</u>
Balance Dec. 31, 2016	\$ 3,479,807.28	
Increased by Receipts:		
Collector	\$ 26,617,583.31	
Revenue Accounts Receivable	653,607.90	
Petty Cash	100.00	
Miscellaneous Revenue not Anticipated	215,018.66	
Consolidated Municipal Property Relief Aid	162,206.00	
Energy Receipts Tax	1,269,993.00	
Uniform Fire Safety Act	26,137.15	
Payment in Lieu of Taxes - Woodbury Mews	412,885.21	
Payment in Lieu of Taxes - Burris	43,598.66	
Anticipated Utility Operating Surplus	190,000.00	
JIF Safety Award	7,075.00	
JIF Wellness Program Award	1,250.00	
Due from State of New Jersey - Senior Citizen & Veterans Deductions	69,500.00	
Due to State of New Jersey - License Fees	1,715.00	
Due Trust--Other Fund	930.92	
Due Trust--Animal Control Fund	12.64	
Due General Capital Fund:		
Interfund Loans Returned	390.72	
Due from NJ DOT - Tatum Street	212,320.00	
Due from NJ DOT - W. Barber Ave.	79,078.68	
Due Federal and State Grant Fund	31,503.35	
Federal and State Grants Receivable		\$ 224,251.93
Matching Funds for Grants		3,811.00
	<u>29,994,906.20</u>	<u>\$ 228,062.93</u>
Carried Forward	33,474,713.48	228,062.93

(Continued)

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of Current Cash --Treasurer  
For the Year Ended December 31, 2017

	<u>Regular</u>	<u>Federal and State Grant Fund</u>
Brought Forward	\$ 33,474,713.48	\$ 228,062.93
Decreased by Disbursements:		
2017 Appropriations	\$ 12,122,716.70	
2016 Appropriation Reserves	241,692.09	
Petty Cash	100.00	
County Taxes Payable	3,918,998.72	
Due County for Added and Omitted Taxes	4,309.19	
Local School Taxes	13,659,097.00	
Tax Overpayments	84,639.98	
Matching Funds--Federal and State Grants	3,811.00	
Due Trust--Other Fund -- CDBG Expenditures	12,700.00	
Due General Capital Fund	145,500.53	
Due to State of New Jersey - License Fees	1,425.00	
Due Water-Sewer Utility Operating Fund	34,803.72	
Due Current Fund		\$ 31,503.35
Reserve for Federal and State Grant Fund-- Appropriated		196,559.58
	30,229,793.93	228,062.93
Balance Dec. 31, 2017	\$ 3,244,919.55	-

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of Current Cash--Collector  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016		\$	601,768.94
Received:			
Taxes Receivable	\$	25,892,732.01	
Tax Title Liens		3,788.33	
Interest and Costs on Taxes		172,809.25	
Penalty Surcharge Receivable		15,608.62	
2018 Prepaid Taxes		696,612.08	
Tax Overpayments		<u>98,938.98</u>	
			<u>26,880,489.27</u>
			27,482,258.21
Decreased by:			
Payments to Treasurer			<u>26,617,583.31</u>
Balance Dec. 31, 2017		\$	<u><u>864,674.90</u></u>

**CITY OF WOODBURY**  
CURRENT FUND  
Schedule of Change Funds  
As of December 31, 2017

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	Balance <u>Dec. 31, 2017</u>
Office:	
City Clerk	\$ 150.00
Tax Collector	275.00
Construction Code Office	<u>50.00</u>
	<u>\$ 475.00</u>

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

Year	Balance Dec. 31, 2016	2017 Levy	Added Taxes	Collections 2016	Collections 2017	Due from State of New Jersey	Overpayments Applied	Cancelled	Transfer to Tax Title Liens	Transfers	Balance Dec. 31, 2017
Arrears					\$ 9,355.82					\$ 9,355.82	
2015	\$ 18,999.52				16,624.79				\$ 2,374.73		
2016	671,031.52		\$ 1,750.00		616,399.85			\$ 34,602.28	14,529.62	(6,237.22)	\$ 1,012.55
	690,031.04	-	1,750.00	-	642,380.46	-	-	34,602.28	16,904.35	3,118.60	1,012.55
2017		\$ 26,726,540.05		\$ 259,989.03	25,250,351.55	\$ 70,750.00	\$ 59,584.65	153,071.38	64,127.27	(3,118.60)	865,547.57
	\$ 690,031.04	\$ 26,726,540.05	\$ 1,750.00	\$ 259,989.03	\$ 25,892,732.01	\$ 70,750.00	\$ 59,584.65	\$ 187,673.66	\$ 81,031.62	-	\$ 866,560.12

(Continued)

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

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Analysis of 2017 Property Tax Levy

Tax Yield

General Purpose Tax	\$ 26,682,905.82	
Added/Omitted Taxes	43,634.23	
		\$ 26,726,540.05

Tax Levy

Local School Tax		\$ 13,659,097.00	
County Taxes			
County Tax	\$ 3,685,919.62		
Open Space Tax	233,079.10		
Due County for Added Taxes	6,427.25		
Total County Taxes		3,925,425.97	

Local Tax for Municipal Purposes	8,906,908.61		
Minimum Library Tax	197,072.32		
Add: Additional Tax Levied	38,036.15		
Total Local Tax for Municipal Purposes Levied		9,142,017.08	

\$ 26,726,540.05

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of Tax Title Liens  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016		\$ 68,310.40
Increased by:		
Transfers from Taxes Receivable	\$ 81,031.62	
Interests and Costs Accrued at Sale	<u>4,683.52</u>	
		<u>85,715.14</u>
		154,025.54
Decreased by:		
Receipts -- Collector		<u>3,788.33</u>
Balance Dec. 31, 2017		<u><u>\$ 150,237.21</u></u>

Exhibit SA-6

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of Property Acquired for Taxes (At Assessed Valuation)  
For the Year Ended December 31, 2017

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Balance December 31, 2016		\$ 1,141,600.00
Decreased by:		
Sales of Property:		
Cash:		
Treasurer - Sales of Property	\$ 7,400.00	
Add : Loss on Sales	<u>80,300.00</u>	
		<u>87,700.00</u>
Balance December 31, 2017		<u><u>\$ 1,053,900.00</u></u>

CITY OF WOODBURY  
CURRENT FUND

Statement of Due to State of New Jersey Veterans' and Senior Citizens' Deductions  
For the Year Ended December 31, 2017

<hr/>		
Balance Dec. 31, 2016		\$ 24,549.09
Increased by:		
Receipts		<u>69,500.00</u>
		94,049.09
Decreased by:		
Senior Citizens' Deductions per Tax Billings	\$ 15,000.00	
Veterans' Deductions per Tax Billings	<u>55,750.00</u>	
	70,750.00	
Add:		
Veterans' and Senior Citizens' Deductions Allowed by Tax Collector -- 2017 Taxes		<u>750.00</u>
	71,500.00	
Deduct:		
Veterans' and Senior Citizens' Deductions Disallowed by Tax Collector -- 2017 Taxes		<u>750.00</u>
	70,750.00	
Subtotal-- 2017 Taxes	70,750.00	
Less: Deductions Disallowed by Tax Collector -- 2016 Taxes	<u>1,750.00</u>	
		<u>69,000.00</u>
Balance Dec. 31, 2017		<u><u>\$ 25,049.09</u></u>

**CITY OF WOODBURY**  
**CURRENT FUND**  
 Statement of Revenue Accounts Receivable  
 For the Year Ended December 31, 2017

	<u>Balance</u> <u>Dec. 31, 2016</u>	<u>Accrued</u> <u>in 2017</u>	<u>Collected</u>	<u>Due from</u> <u>Animal</u> <u>Control</u> <u>Fund</u>	<u>Due from</u> <u>Trust--Other</u> <u>Fund</u>
Clerk:					
Licenses:					
Alcoholic Beverages	\$	14,150.00	\$ 14,150.00		
Other		3,652.00	3,652.00		
Fees and Permits		256,786.13	256,786.13		
Interest on Investments		744.27		\$ 10.09	\$ 734.18
Fire Official -- Borough of Wenonah		1,325.00	1,325.00		
Joint Municipal Court - Township of East Greenwich		242,582.61	242,582.61		
Cable Television Franchise Fee		135,112.16	135,112.16		
	-	\$ 654,352.17	\$ 653,607.90	\$ 10.09	\$ 734.18

**CITY OF WOODBURY**  
**CURRENT FUND**  
 Schedule of Miscellaneous Accounts Receivable  
 As of December 31, 2017

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Balance Dec. 31, 2017	\$ <u>4,200.00</u>
-----------------------	--------------------

## Exhibit SA-10

**CITY OF WOODBURY**  
**CURRENT FUND**  
 Statement of Penalty Surcharge Receivable  
 For the Year Ended December 31, 2017

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Increased by:	
Delinquency Penalty Accrued	\$ 15,608.62
Decreased by:	
Receipts -- Collector	\$ <u>15,608.62</u>

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of Reserve for Economic Development -- GCIA Interlocal Prepayment  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016	\$	40,000.00
Decreased by:		
2017 Anticipated Revenue	\$	<u>40,000.00</u>

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of 2016 Appropriation Reserves  
For the Year Ended December 31, 2017

	Balance <u>Dec. 31, 2016</u>		Balance After <u>Modification</u>	Paid or <u>Charged</u>	Balance <u>Lapsed</u>
	<u>Encumbered</u>	<u>Reserved</u>			
<u>OPERATIONS--WITHIN "CAPS"</u>					
<u>General Government</u>					
General Administration					
Salaries and Wages		\$ 662.98	\$ 662.98		\$ 662.98
Other Expenses	\$ 959.03	9,363.61	10,322.64	\$ 5,010.30	5,312.34
Governing Body					
Salaries and Wages		182.37	182.37		182.37
Other Expenses	55.00	1,809.04	1,864.04	83.22	1,780.82
Municipal Clerk					
Salaries and Wages		48.30	48.30		48.30
Other Expenses		4,308.72	4,308.72		4,308.72
Registrar of Vital Statistics					
Salaries and Wages		83.68	83.68		83.68
Other Expenses		1,555.89	1,555.89		1,555.89
Financial Administration					
Salaries and Wages		468.10	468.10		468.10
Other Expenses	116.89	3,444.69	3,561.58	1,937.17	1,624.41
Revenue Administration (Tax Collection)					
Salaries and Wages		527.91	527.91		527.91
Other Expenses	151.25	5,494.87	5,646.12	151.25	5,494.87
Liquidation of Tax title Liens & Foreclosed Property					
Other Expenses		1,807.00	1,807.00	332.50	1,474.50
Legal Services					
Other Expenses		10,796.16	10,796.16	9,948.09	848.07
Economic Development					
Salaries and Wages		270.89	270.89		270.89
Other Expenses		316.00	316.00		316.00
Engineering Services					
Other Expenses	15,686.25		15,686.25	15,686.25	
<u>Land Use Administration</u>					
Planning Board					
Salaries and Wages		126.65	126.65		126.65
Other Expenses	2,000.00	7,154.89	9,154.89	6,197.50	2,957.39
<u>Code Enforcement and Administration</u>					
Housing Inspector					
Salaries and Wages		1,383.66	1,383.66		1,383.66
Other Expenses	50.34	2,469.93	2,520.27	50.34	2,469.93

(Continued)

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of 2016 Appropriation Reserves  
For the Year Ended December 31, 2017

	Balance Dec. 31, 2016		Balance After Modification	Paid or Charged	Balance Lapsed
	Encumbered	Reserved			
<u>OPERATIONS--WITHIN "CAPS" (CONT'D)</u>					
<u>Insurance</u>					
General Liability		\$ 969.40	\$ 969.40		\$ 969.40
Other Insurance		4,954.50	4,954.50		4,954.50
Workers Compensation Insurance		935.20	935.20		935.20
Group Insurance Plan for Employees	\$ 629.40	70,294.17	70,923.57		70,923.57
<u>Public Safety Functions</u>					
<u>Police</u>					
Salaries and Wages		1,787.50	1,787.50		1,787.50
Other Expenses	14,673.37	24,144.12	38,817.49	\$ 31,245.68	7,571.81
<u>Office of Emergency Management</u>					
Salaries and Wages		10.23	10.23		10.23
Office Expenses		3,276.85	3,276.85		3,276.85
<u>Fire</u>					
Other Expenses	8,349.87	2,458.48	10,808.35	10,808.35	
<u>Uniform Fire Safety Act</u>					
Other Expenses	175.00	140.19	315.19	175.00	140.19
<u>JIF Safety Budget</u>					
Salaries and Wages		120.10	120.10		120.10
Other Expenses		1,548.21	1,548.21		1,548.21
<u>Property Maintenance</u>					
Other Expenses	463.00	2,151.00	2,614.00	463.00	2,151.00
<u>Public Works Functions</u>					
<u>Streets and Roads Maintenance</u>					
Other Expenses	6,813.66	931.78	7,745.44	7,678.27	67.17
<u>Shade Tree Program (Community Forestry)</u>					
Other Expenses	4,231.50	4,265.41	8,496.91	5,571.50	2,925.41

(Continued)

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of 2016 Appropriation Reserves  
For the Year Ended December 31, 2017

	Balance Dec. 31, 2016		Balance After Modification	Paid or Charged	Balance Lapsed
	Encumbered	Reserved			
<u>OPERATIONS--WITHIN "CAPS" (CONT'D)</u>					
<u>Public Works Functions (Cont'd)</u>					
Solid Waste Collection					
Salaries and Wages		\$ 617.26	\$ 617.26		\$ 617.26
Other Expenses	\$ 21,169.79	3,908.99	25,078.78	\$ 25,078.78	
Building and Grounds					
Salaries and Wages		83.28	83.28		83.28
Other Expenses	19,624.78		19,624.78	19,202.49	422.29
Vehicle Maintenance					
Other Expenses	40,822.14	3,891.19	44,713.33	44,713.33	
<u>Health and Human Services</u>					
Public Health Service (Board of Health)					
Salaries and Wages		20.00	20.00		20.00
<u>Park and Recreation Functions</u>					
Playgrounds					
Other Expenses	2,735.00	490.37	3,225.37	3,225.37	
Parks					
Other Expenses	1,069.81	39.38	1,109.19	1,069.81	39.38
Celebration of Public Events, Anniversary, or Holiday					
Other Expenses	114.25	549.75	664.00	664.00	
Senior Citizen Coordinator - Transportation					
Salaries and Wages		135.16	135.16		135.16
<u>Utility Expenses and Bulk Purchases</u>					
Electricity	13,683.63	24,044.05	37,727.68	25,161.97	12,565.71
Street Lighting		15,752.48	15,752.48	15,752.48	
Telephone and Telegraph	4,848.64	11,708.77	16,557.41	16,557.41	
Natural Gas		5,387.46	5,387.46		5,387.46
Gasoline		9,068.49	9,068.49		9,068.49
Heating Oil		3,160.09	3,160.09		3,160.09
Total Operations--Within "CAPS"	158,422.60	249,119.20	407,541.80	246,764.06	160,777.74
Statutory Expenditures:					
Contribution to:					
Public Employees' Retirement System Rounding		490.40	490.40		490.40
Social Security System		28,144.68	28,144.68		28,144.68
Defined Contribution Retirement Program		4,821.02	4,821.02		4,821.02
Total Deferred Charges and Statutory Expenditures Municipal--Within "CAPS"		33,456.10	33,456.10		33,456.10

(Continued)

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of 2016 Appropriation Reserves  
For the Year Ended December 31, 2017

	Balance Dec. 31, 2016		Balance After Modification	Paid or Charged	Balance Lapsed
	<u>Encumbered</u>	<u>Reserved</u>			
Total General Appropriations for Municipal Purposes--Within "CAPS"	\$ 158,422.60	\$ 282,575.30	\$ 440,997.90	\$ 246,764.06	\$ 194,233.84
<u>OPERATIONS--EXCLUDED FROM "CAPS"</u>					
Length of Service Awards Program	25,000.00		25,000.00	7,000.00	18,000.00
<u>Public and Private Programs Offset by Revenues</u>					
Matching Funds for Grants		10,000.00	10,000.00	7,407.80	2,592.20
<u>Interlocal Municipal Service Agreements</u>					
Economic Development - GCIA					
Other Expenses	6,144.99	3,434.14	9,579.13	9,373.13	206.00
Joint Municipal Court - Township of Greenwich					
Other Expenses	1,833.33	9,015.31	10,848.64	1,833.33	9,015.31
<u>Capital Improvements - Excluded from "CAPS"</u>					
Improvements to Stewart Lake Park	23,670.42		23,670.42	23,670.42	
Total Operations--Excluded from "CAPS"	56,648.74	22,449.45	79,098.19	49,284.68	29,813.51
Grand Total All Appropriations	\$ 215,071.34	\$ 305,024.75	\$ 520,096.09	\$ 296,048.74	\$ 224,047.35
			Accounts Payable	\$ 54,356.65	
			Disbursed	241,692.09	
				<u>\$ 296,048.74</u>	

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of Reserve for Encumbrances  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016	\$ 215,071.34
Increased by:	
2017 Appropriations	<u>141,762.07</u>
	356,833.41
Decreased by:	
Transferred to 2016 Appropriation Reserves	<u>215,071.34</u>
Balance Dec. 31, 2017	<u><u>\$ 141,762.07</u></u>

**CITY OF WOODBURY**  
**CURRENT FUND**  
**Statement of Prepaid Taxes**  
**For the Year Ended December 31, 2017**

---

Balance Dec. 31, 2016 (2017 Taxes)		\$ 259,989.03
Increased by:		
Transferred from Tax Overpayments	\$ 12,431.29	
Collections--2018 Taxes	<u>696,612.08</u>	
		<u>709,043.37</u>
Decreased by:		
Application to 2017 Taxes Receivable		<u>259,989.03</u>
Balance Dec. 31, 2017 (2018 Taxes)		<u><u>\$ 709,043.37</u></u>

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of Tax Overpayments  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016		\$ 204,636.98
Increased by:		
Overpayments in 2017		98,938.98
		303,575.96
Decreased by:		
Refunds	\$ 84,639.98	
Transferred to Prepaid Taxes	12,431.29	
Applied to Current Taxes	59,584.65	
Cancelled	81,167.56	
		237,823.48
Balance Dec. 31, 2017		\$ 65,752.48

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of Accounts Payable  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016	\$ 33,646.74
Increased by:	
Transfer from 2016 Appropriation Reserves	<u>54,356.65</u>
	88,003.39
Decreased by:	
Canceled	<u>33,646.74</u>
Balance Dec. 31, 2017	<u><u>\$ 54,356.65</u></u>

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of Local School District Tax Payable  
For the Year Ended December 31, 2017

---

## Increased by:

Levy -- Calendar Year 2017

\$ 13,659,097.00

## Decreased by:

Disbursements

\$ 13,659,097.00

**CITY OF WOODBURY**  
**CURRENT FUND**  
Statement of Due to State of New Jersey--License Fees  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016		\$ 388.00
Increased by Receipts:		
Marriage License Fees	\$ 1,675.00	
Burial Permit Fees	<u>40.00</u>	
		<u>1,715.00</u>
		2,103.00
Decreased by:		
Disbursements		<u>1,425.00</u>
Balance Dec. 31, 2017		<u><u>\$ 678.00</u></u>

**CITY OF WOODBURY**  
CURRENT FUND  
Statement of County Taxes Payable  
For the Year Ended December 31, 2017

---

2017 Tax Levy:		
County Tax	\$ 3,685,919.62	
County Open Space Tax	<u>233,079.10</u>	
		\$ 3,918,998.72
Decreased by:		
Disbursements		<u>\$ 3,918,998.72</u>

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

---

Balance Dec. 31, 2016:	
Added Taxes (2016)	\$ 4,309.19
Increased by:	
County Share of 2017 Tax Levy	
Added Taxes (2017)	<u>6,427.25</u>
	10,736.44
Decreased by:	
Disbursements	<u>4,309.19</u>
Balance Dec. 31, 2017:	
Added Taxes (2017)	<u><u>\$ 6,427.25</u></u>

**CITY OF WOODBURY**  
FEDERAL AND STATE GRANT FUND  
Statement of Reserve for Encumbrances  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016	\$ 22,951.48
Increased by:	
2017 Encumbrances	<u>19,771.20</u>
	42,722.68
Decreased by:	
Transferred to Federal, State and Other Grants -- Appropriated Reserves	<u>22,951.48</u>
Balance Dec. 31, 2017	<u><u>\$ 19,771.20</u></u>

**CITY OF WOODBURY**  
FEDERAL AND STATE GRANT FUND  
Statement of Due from Current Fund  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016	\$ 3,073.26
Increased by:	
Disbursements	<u>31,503.35</u>
Balance Dec. 31, 2017	<u><u>\$ 34,576.61</u></u>

**CITY OF WOODBURY**  
**FEDERAL AND STATE GRANT FUND**  
Statement of Federal, State and Other Grants Receivable  
For the Year Ended December 31, 2017

	Balance <u>Dec. 31, 2016</u>	<u>Accrued</u>	<u>Received</u>	Balance <u>Dec. 31, 2017</u>
Federal Grants:				
USDOJ Bulletproof Vest Grant	\$ 881.52			\$ 881.52
NJDOT Transportation Enhancement Program	12,065.69			12,065.69
NJDOT '09 Local Aid Bikeway Program	87,825.88		\$ 54,653.88	33,172.00
	<hr/>			
Total Federal Grants	100,773.09		54,653.88	46,119.21
<hr/>				
State Grants:				
Holiday Drive Sober Grant	6,480.00		4,200.00	2,280.00
Labor Day Drive Sober Grant	200.00	\$ 7,480.00	7,480.00	200.00
Clean Communities Grant		20,866.29	20,866.29	
Green Communities	3,000.00			3,000.00
COPS in Shops		1,600.00	1,600.00	
Municipal Alliance Program	32,989.52	15,242.00	2,742.00	45,489.52
Safe and Secure Communities Grant	21,846.25	60,000.00	59,632.00	22,214.25
Body Armor Fund		2,749.66	2,749.66	
Distracted Driving Crackdown		4,620.00	4,620.00	
Forestry - Community Stewardship Grant		10,000.00		10,000.00
Hazardous Discharge Remediation Grant		19,781.00	19,781.00	
Click It or Ticket Grant		3,740.00	3,740.00	
Recycling Tonnage Grant		31,327.85	31,327.85	
	<hr/>			
Total State Grants	64,515.77	177,406.80	158,738.80	83,183.77
<hr/>				
Other Grants:				
DVRPC - Transportation & Community Dev. Initiative	75,000.00		7,296.75	67,703.25
Gloucester County Department of Human Services - Art in the Street	3,925.00	4,750.00	3,562.50	5,112.50
	<hr/>			
Total Other Grants	78,925.00	4,750.00	10,859.25	72,815.75
<hr/>				
Total All Grants	\$ 244,213.86	\$ 182,156.80	\$ 224,251.93	\$ 202,118.73

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

	<u>Balance</u> <u>Dec. 31, 2016</u>	<u>Accrued</u>	<u>Realized as</u> <u>Miscellaneous</u> <u>Revenue in</u> <u>2017 Budget</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
State Grants:				
Clean Communities Grant		\$ 20,866.29	\$ 20,866.29	
Labor Day Drive Sober Grant		7,480.00	7,480.00	
Click It or Ticket Grant		3,740.00	3,740.00	
Municipal Alliance Program		15,242.00	15,242.00	
Safe and Secure Communities Program	\$ 30,000.00	60,000.00	60,000.00	\$ 30,000.00
COPS in Shops		1,600.00	1,600.00	
Distracted Driving Crackdown		4,620.00	4,620.00	
Forestry - Community Stewardship Grant		10,000.00	10,000.00	
Hazardous Discharge Remediation Grant		19,781.00	19,781.00	
Body Armor Fund		2,749.66	2,749.66	
Recycling Tonnage Grant		31,327.85	12,828.07	18,499.78
<b>Total State Grants</b>	<b>30,000.00</b>	<b>177,406.80</b>	<b>158,907.02</b>	<b>48,499.78</b>
Other Grants:				
Gloucester County Department of Human Services - Art in the Street		4,750.00	4,750.00	
<b>Total Grants</b>	<b>\$ 30,000.00</b>	<b>\$ 182,156.80</b>	<b>\$ 163,657.02</b>	<b>\$ 48,499.78</b>

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

	Balance Dec. 31, 2016		Transferred from 2017 Budget Appropriations	Disbursed	Encumbered	Balance Dec. 31, 2017
	Encumbered	Reserved				
<b>Federal Grants:</b>						
NJDOT - '09 Local Aid Bikeway Program	\$ 21,137.48	\$ 8,246.48		\$ 12,503.48	\$ 8,589.00	\$ 8,291.48
<b>State Grants:</b>						
Recycling Tonnage Grant	95.00	11,342.61	\$ 12,828.07	15,395.68	8,870.00	
Community Stewardship Incentive Program			10,000.00			10,000.00
Drunk Driving Enforcement Fund		2,923.50		2,394.68		528.82
Clean Communities Program	1,439.00	77,414.17	20,866.29	3,046.50	2,000.00	94,672.96
Holiday Drive Sober Grant		2,640.00		2,440.00		200.00
Labor Day Drive Sober Grant		3,240.00	7,480.00	8,440.00		2,280.00
Hazardous Discharge Remediation			19,781.00			19,781.00
Distracted Driving Statewide Crackdown			4,620.00	4,620.00		
COPS in Shops			1,600.00	1,200.00		400.00
Body Armor Fund			2,749.66	2,749.66		
Safe and Secure Communities Program			60,000.00	60,000.00		
Click It or Ticket Grant			3,740.00	3,740.00		
Municipal Alliance Program	280.00	14,954.44	19,053.00	14,210.96	280.00	19,796.48
<b>Total State Grants</b>	<b>1,814.00</b>	<b>112,514.72</b>	<b>162,718.02</b>	<b>118,237.48</b>	<b>11,150.00</b>	<b>147,659.26</b>
<b>Other Grants:</b>						
DVRPC - Transportation & Community Dev. Initiative Gloucester County Department of Human Services		61,418.62		61,418.62		
Art in Street		5,607.52	4,750.00	4,400.00	32.20	5,925.32
Sustainable Jersey Grant		750.00				750.00
<b>Total Other Grants</b>		<b>67,776.14</b>	<b>4,750.00</b>	<b>65,818.62</b>	<b>32.20</b>	<b>6,675.32</b>
<b>Total All Grants</b>	<b>\$ 22,951.48</b>	<b>\$ 188,537.34</b>	<b>\$ 167,468.02</b>	<b>\$ 196,559.58</b>	<b>\$ 19,771.20</b>	<b>\$ 162,626.06</b>

**SUPPLEMENTAL EXHIBITS**

**TRUST FUND**

**CITY OF WOODBURY**  
**TRUST FUND**  
Statement of Trust Cash--Treasurer  
For the Year Ended December 31, 2017

	<u>Animal Control Fund</u>	<u>Other Funds</u>
Balance Dec. 31, 2016	\$ 13,334.63	\$ 1,379,854.26
Increased by Receipts:		
Reserve for Animal Control Fund Expenditures	\$ 4,227.00	
Due State of New Jersey - Registration Fees	730.20	
Due Current Fund	10.09	\$ 734.18
Payroll Deductions Payable		2,042,167.62
Net Payroll		6,536,275.00
Reserve for Recycling Fees		15,670.88
Reserve for Public Defender		300.00
Due from Gloucester County CDBG		6,000.00
Reserve for RCA Trust		35,795.00
Reserve for Unemployment Compensation		25,042.00
Reserve for Forfeited Funds - County		1,186.77
Reserve for Tax Title Lien Redemption Fund		815,539.20
Reserve for Street Opening Deposits		2,703.24
Reserve for Subdivision Escrow Deposits		51,008.43
Premiums Received at Tax Sale		410,500.00
Reserve for POAA Funds		2.00
Reserve for Recreation Donations		47,851.50
Reserve for Police Outside Employment		206,954.03
Reserve for Elections		20,080.00
	4,967.29	10,217,809.85
	18,301.92	11,597,664.11
Decreased by Disbursements:		
Expenditures Under R.S. 4:19-15.11	1,166.60	
Due Current Fund	12.64	930.92
Due State of New Jersey - Registration Fees	730.20	
Net Payroll		6,540,015.93
Payroll Deductions Payable		2,047,621.33
Reserve for Recycling Fees		18,958.20
Reserve for CDBG		6,000.00
Reserve for Public Defender		300.00
Reserve for Parking Offenses Adjudication Act		2.00
Reserve for Recreation Donations		39,686.43
Reserve for Community Forestry Donations		59.34
Reserve for Forfeited Funds - County		150.00
Reserve Tax Title Lien Redemption Fund		839,211.95
Reserve for Street Opening Deposits		655.92
Refund of Tax Sale Premiums		563,300.00
Reserve for Police Outside Employment		213,058.94
Reserve for Unemployment Compensation		9,462.61
Reserve for Subdivision Escrow Deposits		60,950.46
Reserve for Elections		20,075.00
Reserve for Disposal of Forfeited Property - Local		1,673.77
	1,909.44	10,362,112.80
Balance Dec. 31, 2017	\$ 16,392.48	\$ 1,235,551.31

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Investments - Length of Service Awards Program  
For the Year Ended December 31, 2017

Balance Dec. 31, 2016		\$ 235,987.13
Increased by:		
Unrealized Gain on Investments		26,551.19
		262,538.32
Decreased by:		
Benefits Paid to Participants	\$ 7,151.26	
Administration Expenses	1,299.23	
		8,450.49
Balance Dec. 31, 2017		\$ 254,087.83

## Exhibit SB-3

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Due from Gloucester County CDBG  
For the Year Ended December 31, 2017

Balance Dec. 31, 2016		\$ 78,300.00
Increased by:		
2017 CDBG Award		30,000.00
		108,300.00
Decreased by:		
Reimbursement Receipt		6,000.00
Balance Dec. 31, 2017		\$ 102,300.00
<u>Analysis of Balance Dec. 31, 2017</u>		
2014 Award - Franklin St. / Green St.		\$ 53,100.00
2016 Award - Demolition		19,200.00
2017 Award - Suiter Baptiste Playground		30,000.00
		\$ 102,300.00

**CITY OF WOODBURY**  
**TRUST FUND-ANIMAL CONTROL FUND**  
 Statement of Reserve for Animal Control Fund Expenditures  
 For the Year Ended December 31, 2017

Balance Dec. 31, 2016		\$ 9,705.78
Increased by:		
Receipts:		
Dog License Fees	\$ 3,309.00	
Cat License Fees	918.00	
	4,227.00	
		13,932.78
Decreased by:		
Statutory Excess Due Current Fund	3,532.88	
Disbursements -- Expenditures Under R.S.4:19-15.11	1,166.60	
	4,699.48	
Balance Dec. 31, 2017		\$ 9,233.30

License Fees Collected

<u>Year</u>	<u>Amount</u>
2015	\$ 4,619.00
2016	4,614.30
	\$ 9,233.30
	9,233.30

**CITY OF WOODBURY**  
**TRUST FUND-ANIMAL CONTROL FUND**  
 Statement of Due to Current Fund  
 For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016		\$ 3,628.85
Increased by:		
Receipts - Interest Earned	\$ 10.09	
Statutory Excess Due Current Fund	<u>3,532.88</u>	
		<u>3,542.97</u>
		7,171.82
Decreased by:		
Disbursements		<u>12.64</u>
Balance Dec. 31, 2017		<u><u>\$ 7,159.18</u></u>

## Exhibit SB-6

**CITY OF WOODBURY**  
**TRUST FUND-ANIMAL CONTROL FUND**  
 Statement of Due State of New Jersey  
 For the Year Ended December 31, 2017

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Increased by:		
Receipts - Registration Fees Collected		\$ 730.20
Decreased by:		
Disbursements		<u>\$ 730.20</u>

## Exhibit SB-7

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
 Statement of Due from/to Current Fund  
 For the Year Ended December 31, 2017

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Balance Dec. 31, 2016 (Due from)		\$ 8,433.39
Increased by:		
Disbursements		<u>930.92</u>
		9,364.31
Decreased by:		
Receipts - Interest Earned	\$ 734.18	
Due Current Fund - CDBG Expenditures	<u>12,700.00</u>	
		<u>13,434.18</u>
Balance Dec. 31, 2017 (Due to)		<u><u>\$ 4,069.87</u></u>

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Recycling Fees  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016	\$	38,959.18
Increased by:		
Receipts		15,670.88
		54,630.06
Decreased by:		
Disbursements		18,958.20
Balance Dec. 31, 2017	\$	35,671.86

Exhibit SB-9

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Public Defender  
For the Year Ended December 31, 2017

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Increased by:		
Receipts	\$	300.00
Decreased by:		
Disbursements		300.00

Exhibit SB-10

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Regional Contributions Agreement Trust  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016	\$	7,357.95
Increased by:		
Receipts		35,795.00
Balance Dec. 31, 2017	\$	43,152.95

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Community Development Block Grant  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016		\$ 80,750.54
Increased by:		
2017 Award		30,000.00
		110,750.54
Decreased by:		
Due Current Fund - Expenditures	\$ 12,700.00	
Disbursements	6,000.00	
		18,700.00
Balance Dec. 31, 2017		\$ 92,050.54

Exhibit SB-12

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Tax Sale Premiums  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016		\$ 846,900.00
Increased by:		
Receipts		410,500.00
		1,257,400.00
Decreased by:		
Refunds		563,300.00
Balance Dec. 31, 2017		\$ 694,100.00

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Disposal of Forfeited Property - County  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016		\$ 18,158.39
Increased by:		
Receipts		1,186.77
		19,345.16
Decreased by:		
Disbursements		150.00
Balance Dec. 31, 2017		\$ 19,195.16

Exhibit SB-14

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Tax Title Lien Redemption  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016		\$ 100,712.96
Increased by:		
Receipts		815,539.20
		916,252.16
Decreased by:		
Disbursements		839,211.95
Balance Dec. 31, 2017		\$ 77,040.21

Exhibit SB-15

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Parking Offenses Adjudication Act (P.L. 1989, C 137)  
For the Year Ended December 31, 2017

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Increased by:		
Receipts		\$ 2.00
Decreased by:		
Disbursements		\$ 2.00

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Outside Employment of Off-Duty Municipal Police Officer  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016	\$ 21,453.23
Increased by:	
Receipts	206,954.03
	228,407.26
Decreased by:	
Disbursements	213,058.94
Balance Dec. 31, 2017	\$ 15,348.32

Exhibit SB-17

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Recreation Donations (N.J.S.A. 40A:5-29)  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016	\$ 66,582.10
Increased by:	
Receipts	47,851.50
	114,433.60
Decreased by:	
Disbursements	39,686.43
Balance Dec. 31, 2017	\$ 74,747.17

Exhibit SB-18

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Elections  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016	\$ 7,866.90
Increased by:	
Receipts	20,080.00
	27,946.90
Decreased by:	
Disbursements	20,075.00
Balance Dec. 31, 2017	\$ 7,871.90

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Street Opening Deposits  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016	\$	14,944.93
Increased by:		
Receipts		2,703.24
		17,648.17
Decreased by:		
Disbursements		655.92
Balance Dec. 31, 2017	\$	16,992.25

Exhibit SB-20

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Subdivision Escrow Deposits  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016	\$	81,131.67
Increased by:		
Receipts		51,008.43
		132,140.10
Decreased by:		
Disbursements		60,950.46
Balance Dec. 31, 2017	\$	71,189.64

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for New Jersey Unemployment Compensation Insurance  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016		\$ 56,639.61
Increased by:		
Interest Earned on Investments	\$ 42.00	
Current Fund Budget Appropriation	10,000.00	
Water-Sewer Operating Fund Budget Appropriation	<u>15,000.00</u>	
		<u>25,042.00</u>
		81,681.61
Decreased by:		
Claims Paid		<u>9,462.61</u>
Balance Dec. 31, 2017		<u><u>\$ 72,219.00</u></u>

Exhibit SB-22

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Schedule of Reserve for Fire Safety Penalty Monies  
As of December 31, 2017

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Balance Dec. 31, 2017		<u><u>\$ 1,849.34</u></u>
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Exhibit SB-23

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Community Forestry Donations NJSA 40A:5-29  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016		\$ 4,471.10
Decreased by:		
Disbursements		<u>59.34</u>
Balance Dec. 31, 2017		<u><u>\$ 4,411.76</u></u>

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Payroll Deductions Payable  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016		\$ 92,227.88
Increased by:		
Receipts		<u>2,042,167.62</u>
		2,134,395.50
Decreased by:		
Disbursements		<u>2,047,621.33</u>
Balance Dec. 31, 2017		<u><u>\$ 86,774.17</u></u>

Exhibit SB-25

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
Statement of Reserve for Payroll  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016		\$ 10,242.11
Increased by:		
Net Payroll		<u>6,536,275.00</u>
		6,546,517.11
Decreased by:		
Net Payroll		<u>6,540,015.93</u>
Balance Dec. 31, 2017		<u><u>\$ 6,501.18</u></u>

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
 Schedule of Reserve for Storm Recovery Trust Fund  
 As of December 31, 2017

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Balance Dec. 31, 2017	\$ <u>8,700.00</u>
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Exhibit SB-27

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
 Statement of Reserve for Disposal of Forfeited Property - Local  
 For the Year Ended December 31, 2017

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Balance Dec. 31, 2016	\$ 1,864.72
Decreased by:	
Disbursements	<u>1,673.77</u>
Balance Dec. 31, 2017	<u>\$ 190.95</u>

Exhibit SB-28

**CITY OF WOODBURY**  
**TRUST OTHER FUND**  
 Statement of Reserve for Length of Service Awards Program  
 For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016	\$ 235,987.13
Increased by:	
Unrealized Gain on Investments	<u>26,551.19</u>
	262,538.32
Decreased by:	
Disbursements	<u>8,450.49</u>
Balance Dec. 31, 2017	<u>\$ 254,087.83</u>

**SUPPLEMENTAL EXHIBITS**

**GENERAL CAPITAL FUND**

**CITY OF WOODBURY**  
**GENERAL CAPITAL FUND**  
Statement of General Capital Cash -- Treasurer  
For the Year Ended December 31, 2017

Balance Dec. 31, 2016		\$ 3,029,716.31
Increased by Receipts:		
Due Current Fund	\$ 145,500.53	
Due Water-Sewer Capital Fund	1,465,000.00	
Reserve for Spot Blight	30,000.00	
Improvement Authorizations - Reimbursements	24,575.31	
Serial Bonds	10,335,000.00	
Budget Appropriations:		
Capital Improvement Fund	<u>75,000.00</u>	
		<u>12,075,075.84</u>
		15,104,792.15
Decreased by Disbursements:		
Due Current Fund	390.72	
Bond Anticipation Notes	9,935,000.00	
Improvement Authorizations	981,507.13	
Reserve for Donations	<u>2,040.66</u>	
		<u>10,918,938.51</u>
Balance Dec. 31, 2017		<u><u>\$ 4,185,853.64</u></u>

**WOODBURY CITY**  
**GENERAL CAPITAL FUND**  
 Analysis of General Capital Cash  
 For the Year Ended December 31, 2017

	Balance (Deficit) Dec. 31, 2016	Receipts			Disbursements			Transfers		Balance (Deficit) Dec. 31, 2017	
		Budget Appropriations	Serial Bonds	Miscellaneous	Improvement Authorizations	Bond Anticipation Notes	Miscellaneous	From	To		
Fund Balance	\$ 2,471.65									\$ 2,471.65	
Capital Improvement Fund	34,290.97	\$ 75,000.00						\$ 57,500.00		51,790.97	
Reserve for Encumbrances	375,994.61							375,994.61	\$ 712,682.97	712,682.97	
Due Current Fund	(214,546.54)			\$ 145,500.53						(360,835.41)	
Due Water/Sewer Capital Fund	2,450,000.00			1,465,000.00						3,915,000.00	
Due from NJ DOT - E. Red Bank Ave	(6,876.92)									(6,876.92)	
Due from NJ DOT - W. Barber Ave	(79,712.26)								79,078.68	(633.58)	
Due from NJ DOT - Tatum Street	(212,320.00)								212,320.00		
Due from Green Acres Trust - Grant	(350,000.00)							499,042.00		(849,042.00)	
Reserve for Spot Blight				30,000.00						30,000.00	
Reserve for Donations	2,040.66										
Cash Pledged to the Payment of Bonds	12,986.50							2,040.66		12,986.50	
Improvement Authorizations:											
<u>Ordinance</u>											
<u>Number</u>											
<u>Improvement Description</u>											
1937-02	General Improvements							21,866.00	21,866.00		
2101-09	Acquisition of Various Parcels of Real Property in Connection with Phase I of Redevelopment Project	(352,484.95)	\$ 400,000.00		\$ 207,538.51			37,005.00	38,385.00	(158,643.46)	
2125-10	Additional Funding for Certain Capital Improvements	(700.00)	94,000.00			\$ 94,000.00				(700.00)	
2146-11; 2169-12	Acquisition of Various Capital Equipment and Completion of Various Roadway Improvements	(138.50)	190,000.00			190,000.00				(138.50)	
2163-12; 2188-13	General Improvements	5,837.78	1,898,000.00		6,257.00	1,898,000.00				(419.22)	
2181-13	Various Capital Improvements		346,500.00			346,500.00			0.08	0.08	
2194-13	Acquisition of Certain Real Property and Rehabilitation thereof and Acquisition of a Transit Bus		475,000.00			475,000.00					
2203-14; 2220-14	Various Capital Improvements	5,671.20	3,800,000.00		5,671.20	3,800,000.00		31,445.51	31,445.51		
2228-15; 2235-15	Completion of Various Capital Improvements and the Acquisition of Various Capital Equipment	111,876.04	1,101,000.00	18,746.31	39,413.63	1,101,000.00		111,224.41	44,584.22	24,568.53	
2233-15	Completion of Various Improvements and Renovations to Municipal Buildings and Property		380,000.00		14,836.23	380,000.00			14,836.23		
2249-16	Completion of Various Capital Improvements and the Acquisition of Various Capital Equipment	1,245,326.07	1,650,500.00	5,829.00	630,316.75	1,650,500.00		238,710.00	224,877.57	607,005.89	
2266-17	Completion of Various Capital Improvements and the Acquisition of Various Capital Equipment				77,473.81			272,432.05	556,542.00	206,636.14	
		\$ 3,029,716.31	\$ 75,000.00	\$ 10,335,000.00	\$ 1,665,075.84	\$ 981,507.13	\$ 9,935,000.00	\$ 2,431.38	\$ 1,936,618.26	\$ 1,936,618.26	\$ 4,185,853.64

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

---

Balance Dec. 31, 2016		\$ 3,758,038.46
Increased by:		
Serial Bonds Issued		<u>10,322,013.50</u>
		14,080,051.96
Decreased by:		
2017 Budget Appropriation to Pay:		
Serial Bonds	\$ 615,000.00	
Green Acres Loans	<u>62,338.58</u>	
		<u>677,338.58</u>
Balance Dec. 31, 2017		<u><u>\$ 13,402,713.38</u></u>

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

Ordinance Number	Improvement Description	Balance Dec. 31, 2016	2017 Authorizations	Transferred to Deferred Taxation Funded	Notes Paid by Budget Appropriation	Analysis of Balance		
						Balance Dec. 31, 2017	Expenditures	Unexpended Improvement Authorizations
2101-09	Acquisition of Various Parcels of Real Property in Connection with Phase I of Redevelopment Project	\$ 2,375,000.00		\$ 400,000.00		\$ 1,975,000.00	\$ 158,643.46	\$ 1,816,356.54
2125-10	Additional Funding for Certain Capital Improvements	94,700.00		94,000.00		700.00	700.00	
2146-11; 2169-12	Acquisition of Various Capital Equipment and Completion of Various Roadway Improvements	316,138.50		190,000.00	\$ 126,000.00	138.50	138.50	
2163-12; 2188-13	General Improvements	1,898,419.22		1,898,000.00		419.22	419.22	
2181-13	Various Capital Improvements	346,500.00		346,500.00				
2194-13	Acquisition of Certain Real Property and Rehabilitation thereof and Acquisition of a Transit Bus	509,513.50		462,013.50	47,500.00			
2203-14; 2220-14	Various Capital Improvements	3,800,000.00		3,800,000.00				
2228-15; 2235-15	Completion of Various Capital Improvements and the Acquisition of Various Capital Equipment	1,127,500.00		1,101,000.00	26,500.00			
2233-15	Completion of Various Improvements and Renovations to Municipal Buildings and Property	380,000.00		380,000.00				
2249-16	Completion of Various Capital Improvements and the Acquisition of Various Capital Equipment	2,000,500.00		1,650,500.00		350,000.00		350,000.00
2266-17	Completion of Various Capital Improvements and the Acquisition of Various Capital Equipment		\$ 1,092,500.00			1,092,500.00		1,092,500.00
		<u>\$ 12,848,271.22</u>	<u>\$ 1,092,500.00</u>	<u>\$ 10,322,013.50</u>	<u>\$ 200,000.00</u>	<u>\$ 3,418,757.72</u>	<u>\$ 159,901.18</u>	<u>\$ 3,258,856.54</u>
Serial Bonds Issued (Exh. SC-16)				\$ 10,335,000.00				
Less: Excess Cash Pledged to the Payment of Bonds				(12,986.50)				
				<u>\$ 10,322,013.50</u>				
Improvement Authorizations Unfunded								<u>\$ 3,258,856.54</u>

**CITY OF WOODBURY**  
**GENERAL CAPITAL FUND**  
 Schedule of Due from NJ DOT - E. Red Bank Ave  
 As of December 31, 2017

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Balance Dec. 31, 2017	\$ <u>6,876.92</u>
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Exhibit SC-6

**CITY OF WOODBURY**  
**GENERAL CAPITAL FUND**  
 Statement of Due from NJ DOT - Tatum Street  
 For the Year Ended December 31, 2017

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Balance Dec. 31, 2016	\$ 212,320.00
Decreased by:	
Due Current Fund	\$ <u>212,320.00</u>

Exhibit SC-7

**CITY OF WOODBURY**  
**GENERAL CAPITAL FUND**  
 Statement of Due from NJ DOT - W. Barber Ave  
 For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016	\$ 79,712.26
Decreased by:	
Due Current Fund	<u>79,078.68</u>
Balance Dec. 31, 2017	\$ <u>633.58</u>

**CITY OF WOODBURY**  
**GENERAL CAPITAL FUND**  
Statement of Capital Improvement Fund  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016	\$	34,290.97
Increased by:		
Receipts -- 2017 Budget Appropriation		<u>75,000.00</u>
		109,290.97
Decreased by:		
Appropriation to Finance Improvement Authorizations		<u>57,500.00</u>
Balance Dec. 31, 2017	\$	<u><u>51,790.97</u></u>

## Exhibit SC-9

**CITY OF WOODBURY**  
**GENERAL CAPITAL FUND**  
Statement of Due from N.J. Green Acres Program - Grant  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016	\$	350,000.00
Increased by:		
2017 Award		<u>499,042.00</u>
Balance Dec. 31, 2017	\$	<u><u>849,042.00</u></u>

**CITY OF WOODBURY**  
**GENERAL CAPITAL FUND**  
 Statement of Improvement Authorizations  
 For the Year Ended December 31, 2017

Ordinance Number	Improvement Description	Ordinance Date	Amount	Balance Dec. 31, 2016		2017 Authorizations					Balance Dec. 31, 2017	
				Funded	Unfunded	Other Funding Sources	Deferred Charges to Future Taxation Unfunded	Transfer From Reserve for Encumbrances	Reimbursed	Paid or Charged	Funded	Unfunded
1937-02	General Improvements	2/28/2002	\$ 2,055,000.00					\$ 21,866.00		\$ 21,866.00		
2101-09	Acquisition of Various Parcels of Real Property in Connection with Phase I of Redevelopment Project	3/23/2009	2,500,000.00		\$ 2,022,515.05			38,385.00		244,543.51		\$ 1,816,356.54
2163-12; 2188-13	General Improvements	5/29/2012; 8/13/2013	2,235,000.00		6,257.00					6,257.00		
2181-13	Various Capital Improvements	6/11/2013	520,000.00					0.08			\$ 0.08	
2203-14; 2220-14	Various Capital Improvements	5/13/2014; 12/2/2014	4,000,000.00		5,671.20			31,445.51		37,116.71		
2228-15; 2235-15	Completion of Various Capital Improvements and the Acquisition of Various Capital Equipment	5/12/15; 8/11/2015	1,575,000.00		111,876.04			44,584.22	\$ 18,746.31	150,638.04	24,568.53	
2233-15	Completion of Various Improvements and Renovations to Municipal Buildings and Property	6/9/2015	400,000.00					14,836.23		14,836.23		
2249-16	Completion of Various Capital Improvements and the Acquisition of Various Capital Equipment	6/14/2016	2,650,000.00		1,595,326.07			224,877.57	5,829.00	869,026.75	607,005.89	350,000.00
2266-17	Completion of Various Capital Improvements and the Acquisition of Various Capital Equipment	8/8/2017	1,649,042.00			\$ 556,542.00	\$ 1,092,500.00			349,905.86	206,636.14	1,092,500.00
				-	\$ 3,741,645.36	\$ 556,542.00	\$ 1,092,500.00	\$ 375,994.61	\$ 24,575.31	\$ 1,694,190.10	\$ 838,210.64	\$ 3,258,856.54
Capital Improvement Fund						\$ 57,500.00						
Green Acres Trust Grant Receivable						499,042.00						
Disbursed										\$ 981,507.13		
Encumbered										712,682.97		
						<u>\$ 556,542.00</u>						
										<u>\$ 1,694,190.10</u>		

**CITY OF WOODBURY**  
**GENERAL CAPITAL FUND**  
Statement of Reserve for Encumbrances  
For the Year Ended December 31, 2017

---

Balance Dec. 31, 2016	\$ 375,994.61
Increased by:	
Transfer 2017 Improvement Authorizations -- Encumbrances	<u>712,682.97</u>
	1,088,677.58
Decreased by:	
Transfer 2016 Improvement Authorizations -- Encumbrances	<u>375,994.61</u>
Balance Dec. 31, 2017	<u><u>\$ 712,682.97</u></u>

**CITY OF WOODBURY**  
**GENERAL CAPITAL FUND**  
Statement of Green Acres Loan Payable  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016	\$ 608,038.46
Decreased by:	
Principal Payments Paid by Current Fund Budget Appropriation	62,338.58
Balance Dec. 31, 2017	\$ 545,699.88

Exhibit SC-13

**CITY OF WOODBURY**  
**GENERAL CAPITAL FUND**  
Statement of Reserve for Donations  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016	\$ 2,040.66
Decreased by:	
Disbursements	\$ 2,040.66

Exhibit SC-14

**CITY OF WOODBURY**  
**GENERAL CAPITAL FUND**  
Statement of Due from Current Fund  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016	\$ 214,546.54
Increased by:	
Disbursements	
Interfund Loans Returned	\$ 390.72
Receipts Collected by Current Fund:	
Due from NJDOT -	
Tatum Street	212,320.00
W. Barber Ave.	79,078.68
	291,789.40
	506,335.94
Decreased by:	
Receipts	
Interfund Loans Received	145,500.53
Balance Dec. 31, 2017	\$ 360,835.41

**CITY OF WOODBURY**  
**GENERAL CAPITAL FUND**  
Statement of Bond Anticipation Notes  
For the Year Ended December 31, 2017

<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Date of Issue of Original Notes</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rate</u>	<u>Balance Dec. 31, 2016</u>	<u>Decreased</u>
2181-13; 2194-13; 2203-14; 2125-10; 2146-11; 2169-12; 2163-12; 2188-13; 2228-15; 2249-16	General Improvements within the City of Woodbury	12/18/2014	12/14/2016	6/30/2017	1.34%	<u>\$ 10,135,000.00</u>	<u>\$ 10,135,000.00</u>
							\$ 9,935,000.00
							<u>200,000.00</u>
							<u>\$ 10,135,000.00</u>



**CITY OF WOODBURY**  
**GENERAL CAPITAL FUND**  
Statement of Bonds and Notes Authorized But Not Issued  
For the Year Ended December 31, 2017

<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Balance Dec. 31, 2016</u>	<u>2017 Authorizations</u>	<u>Notes Paid from Bond Funds</u>	<u>Bonds Issued</u>	<u>Balance Dec. 31, 2017</u>
2101-09	Acquisition of Various Parcels of Real Property in Connection with Phase I of Redevelopment Project	\$ 2,375,000.00			\$ 400,000.00	\$ 1,975,000.00
2125-10	Additional Funding for Certain Capital Improvements	700.00		\$ 94,000.00	94,000.00	700.00
2146-11; 2169-12	Acquisition of Various Capital Equipment and Completion of Various Roadway Improvements	138.50		190,000.00	190,000.00	138.50
2163-12	General Improvements within the City of Woodbury	419.22		1,898,000.00	1,898,000.00	419.22
2181-13	Various Capital Improvements			346,500.00	346,500.00	
2194-13	Acquisition of Certain Real Property and Rehabilitation thereof and Acquisition of a Transit Bus			475,000.00	475,000.00	
2203-14; 2220-14	Various Capital Improvements			3,800,000.00	3,800,000.00	
2228-15; 2235-15	Completion of Various Capital Improvements and the Acquisition of Various Capital Equipment			1,101,000.00	1,101,000.00	
2233-15	Completion of Various Improvements and Renovations to Municipal Buildings and Property			380,000.00	380,000.00	
2249-16	Completion of Various Capital Improvements and the Acquisition of Various Capital Equipment	350,000.00		1,650,500.00	1,650,500.00	350,000.00
2266-17	Completion of Various Capital Improvements and the Acquisition of Various Capital Equipment		\$ 1,092,500.00			1,092,500.00
		<u>\$ 2,726,257.72</u>	<u>\$ 1,092,500.00</u>	<u>\$ 9,935,000.00</u>	<u>\$ 10,335,000.00</u>	<u>\$ 3,418,757.72</u>

**SUPPLEMENTAL EXHIBITS**  
**WATER-SEWER UTILITY FUND**

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY FUND**  
Statement of Water-Sewer Utility Cash--Treasurer  
For the Year Ended December 31, 2017

	<u>Operating</u>	<u>Capital</u>
Balance Dec. 31, 2016	\$ 605,083.57	\$ 629,956.42
Increased by Receipts:		
Collector	\$ 5,268,056.41	
Interest on Investments and Deposits	725.54	
Due Current Fund	34,803.72	
Due Water-Sewer Utility Capital Fund	408.72	\$ 307.03
Budget Appropriations:		
Capital Improvement Fund		100,000.00
Serial Bonds		3,000,000.00
	<u>5,303,994.39</u>	<u>3,100,307.03</u>
	5,909,077.96	3,730,263.45
Decreased by Disbursements:		
2017 Appropriations	5,052,642.00	
2016 Appropriation Reserves	179,251.95	
Due Water-Sewer Utility Operating Fund		408.72
Due Water-Sewer Utility Capital Fund	307.03	
Interest on Bonds and Notes	287,637.28	
Bond Anticipation Notes		2,465,000.00
Improvement Authorizations		682,559.51
	<u>5,519,838.26</u>	<u>3,147,968.23</u>
Balance Dec. 31, 2017	<u>\$ 389,239.70</u>	<u>\$ 582,295.22</u>

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY OPERATING FUND**  
**Statement of Water-Sewer Utility Cash--Collector**  
**For the Year Ended December 31, 2017**

Balance Dec. 31, 2016		\$ 201,485.24
Increased by:		
Receipts:		
Consumer Accounts Receivable	\$ 5,144,275.67	
Penalties on Delinquent Accounts	19,303.17	
Drainage Fees	15,806.31	
Miscellaneous Revenue	73,811.46	
Utility Liens Receivable	4,221.92	
Prepaid Rents	<u>4,120.53</u>	
		<u>5,261,539.06</u>
		5,463,024.30
Decreased by:		
Payment to Treasurer		<u>5,268,056.41</u>
Balance Dec. 31, 2017		<u><u>\$ 194,967.89</u></u>

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY CAPITAL FUND**  
 Analysis of Water-Sewer Capital Cash  
 For the Year Ended December 31, 2017

	Balance (Deficit) <u>Dec. 31, 2016</u>	Receipts			Disbursements			Transfer		Balance (Deficit) <u>Dec. 31, 2017</u>	
		Budget <u>Appropriation</u>	Serial <u>Bonds</u>	<u>Miscellaneous</u>	Improvement <u>Authorizations</u>	Bond Anticipation <u>Notes</u>	<u>Miscellaneous</u>	<u>In</u>	<u>Out</u>		
Fund Balance	\$ 89,751.22									\$ 89,751.22	
Capital Improvement Fund	344,105.18	\$ 100,000.00								444,105.18	
Reserve for Encumbrances	437,386.11							\$ 12,099.66	\$ 437,386.11	12,099.66	
Due General Capital Fund	(2,450,000.00)								1,465,000.00	(3,915,000.00)	
Due Water-Sewer Operating Fund	1,810,269.47			\$ 307.03						1,810,167.78	
Cash Pledged to the Payment of Bonds	488.90						\$ 408.72			488.90	
Improvement Authorizations:											
General Improvements:											
Ordinance											
<u>Number</u>											
1917-01	Reconstruction of Reservoir	(2,389.72)	\$ 565,000.00			\$ 565,000.00				(2,389.72)	
2030-06	Various Water and Sewer Improvements						300.11	300.11			
2049-07	Various Water and Sewer Improvements	283,200.11			\$ 78,871.15		4,076.50	4,076.50		204,328.96	
2083-08	Various Water and Sewer Improvements	55,020.88			21.50					54,999.38	
2130-11	Construction and Installation of a New Water Main System	(4,988.00)	250,000.00			250,000.00	720.00	720.00		(4,988.00)	
2172-12	Various Water and Sewer Improvements	28,702.89	50,000.00		4,178.09	50,000.00				24,524.80	
2182-13	Rehabilitation/Reline Sewer Mains		500,000.00		17,575.91	500,000.00	17,575.91				
2204-14	Acquisition of Water and Sewer Utility Capital Equipment		200,000.00			200,000.00					
2229-15	Various Water and Sewer Improvements		500,000.00		81,957.09	500,000.00	82,515.97			558.88	
2248-16	Various Water and Sewer Improvements	38,409.38	935,000.00		473,904.21	400,000.00	1,797,197.62	7,003.05		1,889,699.74	
2267-17	Various Water and Sewer Improvements				26,051.56					(26,051.56)	
		\$ 629,956.42	\$ 100,000.00	\$ 3,000,000.00	\$ 307.03	\$ 682,559.51	\$ 2,465,000.00	\$ 408.72	\$ 1,914,485.77	\$ 1,914,485.77	\$ 582,295.22

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY OPERATING FUND**  
 Statement of Consumer Accounts Receivable-Water-Sewer  
 For the Year Ended December 31, 2017

Balance Dec. 31, 2016		\$ 82,375.96
Increased by:		
Utility Rents Levied		5,174,519.04
		5,256,895.00
Decreased by:		
Transfer from Utility Overpayments	\$ 8,418.19	
Transfer from Prepaid Rents	3,734.16	
Receipts--Collector	5,144,275.67	
		\$ 5,156,428.02
Transfer to Utility Liens		12,136.73
		5,168,564.75
Balance Dec. 31, 2017		\$ 88,330.25
 <u>Analysis of Balance</u>		
Water Rents Receivable		\$ 46,524.20
Sewer Rents Receivable		41,806.05
		\$ 88,330.25

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY OPERATING FUND**  
 Statement of Utility Liens Receivable  
 For the Year Ended December 31, 2017

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Balance Dec. 31, 2016		\$ 14,755.53
Increased by:		
Transfers from Consumer Accounts Receivable	\$ 12,136.73	
Penalties and Costs Accrued by Sale	370.06	
		12,506.79
		27,262.32
Decreased by:		
Receipts		4,221.92
Balance Dec. 31, 2017		\$ 23,040.40

Exhibit SD-6

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY OPERATING FUND**  
 Statement of Due to Current Fund  
 For the Year Ended December 31, 2017

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Increased by:		
Receipts		\$ 34,803.72
Balance Dec. 31, 2017		\$ 34,803.72

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY OPERATING FUND**  
**Statement of Overpayment of Rents**  
**For the Year Ended December 31, 2017**

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Balance Dec. 31, 2016	\$	15,548.36
Decreased by:		
Applied to Rents		8,418.19
Balance Dec. 31, 2017	\$	7,130.17

Exhibit SD-8

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY OPERATING FUND**  
**Statement of Prepaid Rents**  
**For the Year Ended December 31, 2017**

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Balance Dec. 31, 2016	\$	3,734.16
Increased by:		
Collections		4,120.53
		7,854.69
Decreased by:		
Applied to Rents		3,734.16
Balance Dec. 31, 2017	\$	4,120.53

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY CAPITAL FUND**  
 Schedule of Fixed Capital--Water  
 As of December 31, 2017

	Balance <u>Dec. 31, 2017</u>
Pumping Station	\$ 22,157.84
Impounding Reservoirs	23,092.19
Lake and River Cribs	1,585.50
Springs and Wells	1,050,083.58
Chemical Treatment Plant	2,339,508.05
Settling Basins	541.47
Pumping Station Structure	39,389.86
Electric Pumping Equipment	48,767.01
Transmission Mains	97,211.37
Storage Reservoirs	24,989.07
Distribution Mains	10,648,815.04
Filter Media Replacement	138,000.00
Services, Pipes and Stops	79,363.01
Meters and Valves	513,213.67
Fire Hydrants	73,407.37
General Office Equipment	40,182.08
Other Tangible Equipment	78,348.91
Engineering and Supervision	10,904.75
Legal Expenditures	3,695.49
Installation Prior to 1913	86,190.11
General Shop Equipment	19,146.86
Transportation Equipment	493,781.70
Potable Water Storage Tank	2,942,010.00
Vehicle Wash Facility	50,000.00
Various Equipment and Improvements	315,000.00
Emergency Generator	39,560.00
	<hr/>
	<b>\$ 19,178,944.93</b>

**CITY OF WOODBURY**  
WATER - SEWER UTILITY CAPITAL FUND  
Schedule of Fixed Capital--Sewer  
As of December 31, 2017

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	Balance <u>Dec. 31, 2017</u>
Plant Equipment	\$ 506,097.86
Office Equipment	18,085.40
Other Equipment	44,463.65
Distribution Mains	5,947,043.44
Power Flushing & Vacuuming Equipment	230,000.00
Street and Sewer Maintenance Equipment	100,000.00
Various Equipment and Improvements	35,525.85
Other	<u>700.00</u>
	<u><u>\$ 6,881,916.20</u></u>

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY CAPITAL FUND**  
**Statement of Fixed Capital Authorized and Uncompleted**  
**For the Year Ended December 31, 2017**

Ordinance Number	Improvement Description	Date	Ordinance		Balance Dec. 31, 2016	2017 Authorizations	Balance Dec. 31, 2017
			Amount			Deferred Charges to Future Revenues	
1917-01	Reconstruction of Reservoir	6/28/2001	\$ 2,520,000.00	\$	364,542.02		\$ 364,542.02
2030-06	Various Water and Sewer Improvements	7/10/2006	591,500.00		244,300.00		244,300.00
2049-07	Various Water and Sewer Improvements	5/14/2007	1,900,800.00		1,900,800.00		1,900,800.00
2083-08	Various Water and Sewer Improvements	6/23/2008	500,000.00		500,000.00		500,000.00
2130-11	Construction and Installation of a New Water Main System	2/28/2011	3,587,500.00		3,587,500.00		3,587,500.00
2164-12; 2172-12	Various Water and Sewer Improvements	12/27/2012	600,000.00		599,938.54		599,938.54
2182-13	Rehabilitation / Reline Sewer Mains	5/14/2013	500,000.00		500,000.00		500,000.00
2229-15	Various Water and Sewer Improvements	5/12/2015	500,000.00		500,000.00		500,000.00
2248-16	Various Water and Sewer Improvements	6/14/2016	2,400,000.00		2,400,000.00		2,400,000.00
2267-17	Various Water and Sewer Improvements	8/8/2017	575,000.00			\$ 575,000.00	575,000.00
					\$ 10,597,080.56	\$ 575,000.00	\$ 11,172,080.56

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY OPERATING FUND**  
**Statement of 2016 Appropriation Reserves**  
**For the Year Ended December 31, 2017**

	<u>Balance</u> <u>Dec. 31, 2016</u>		<u>Balance</u> <u>After</u>		<u>Paid or</u>	<u>Balance</u>
	<u>Encumbered</u>	<u>Reserved</u>	<u>Modifications</u>	<u>Charged</u>	<u>Lapsed</u>	
Operating:						
Salaries and Wages		\$ 14,493.50	\$ 14,493.50			\$ 14,493.50
Other Expenses	\$ 67,855.06	186,614.44	254,469.50	\$ 107,176.59		147,292.91
Payments to Gloucester County Utilities Authority		175,471.74	175,471.74	80,696.95		94,774.79
Statutory Expenditures:						
Contribution to:						
Public Employees Retirement System		225.60	225.60			225.60
Social Security System (O.A.S.I.)		6,643.55	6,643.55			6,643.55
Defined Contribution Retirement Plan		2,000.00	2,000.00			2,000.00
	<u>\$ 67,855.06</u>	<u>\$ 385,448.83</u>	<u>\$ 453,303.89</u>	<u>\$ 187,873.54</u>		<u>\$ 265,430.35</u>
Disbursed				\$ 179,251.95		
Accounts Payable				<u>8,621.59</u>		
				<u>\$ 187,873.54</u>		

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY OPERATING FUND**  
 Statement of Reserve for Encumbrances  
 For the Year Ended December 31, 2017

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Balance Dec. 31, 2016	\$ 67,855.06
Increased by:	
2017 Appropriations	<u>124,374.10</u>
	192,229.16
Decreased by:	
Transferred to 2016 Appropriation Reserves	<u>67,855.06</u>
Balance Dec. 31, 2017	<u><u>\$ 124,374.10</u></u>

## Exhibit SD-14

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY OPERATING FUND**  
 Statement of Accounts Payable  
 For the Year Ended December 31, 2017

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Balance Dec. 31, 2016	\$ 8,601.15
Increased by:	
Transfer from 2016 Appropriation Reserves	<u>8,621.59</u>
	17,222.74
Decreased by:	
Cancelled	<u>8,601.15</u>
Balance Dec. 31, 2017	<u><u>\$ 8,621.59</u></u>

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY OPERATING FUND**  
Statement of Accrued Interest on Bonds, Notes and Loans and Analysis of Balance  
For the Year Ended December 31, 2017

Balance Dec. 31, 2016		\$ 78,914.36
Increased by:		
Charged to Budget Appropriation:		
Interest on Bonds	\$ 256,755.93	
Interest on Notes	17,779.40	
Interest on Loans	<u>71,195.48</u>	
		<u>345,730.81</u>
		424,645.17
Decreased by:		
Interest Paid by Operating Fund		<u>287,637.28</u>
Balance Dec. 31, 2017		<u>\$ 137,007.89</u>

Analysis of Accrued Interest Dec. 31, 2017

	Principal Outstanding Dec. 31, 2017	Interest Rate	From	To	Period	Amount
NJ Environmental Infrastructure Loans (1):						
\$	55,000.00	4.000%	8/1/2017	12/31/2017	152 Days	\$ 916.16
	55,000.00	4.000%	8/1/2017	12/31/2017	152 Days	916.16
	60,000.00	4.000%	8/1/2017	12/31/2017	152 Days	999.45
	60,000.00	4.000%	8/1/2017	12/31/2017	152 Days	999.45
	65,000.00	4.000%	8/1/2017	12/31/2017	152 Days	1,082.74
	65,000.00	5.000%	8/1/2017	12/31/2017	152 Days	1,353.42
	70,000.00	5.000%	8/1/2017	12/31/2017	152 Days	1,457.53
	70,000.00	3.000%	8/1/2017	12/31/2017	152 Days	874.52
	75,000.00	3.000%	8/1/2017	12/31/2017	152 Days	936.99
	75,000.00	3.000%	8/1/2017	12/31/2017	152 Days	936.99
	80,000.00	3.000%	8/1/2017	12/31/2017	152 Days	999.45
	80,000.00	3.000%	8/1/2017	12/31/2017	152 Days	999.45
	85,000.00	3.000%	8/1/2017	12/31/2017	152 Days	1,061.92
	85,000.00	3.000%	8/1/2017	12/31/2017	152 Days	1,061.92
	90,000.00	3.000%	8/1/2017	12/31/2017	152 Days	1,124.38
	35,000.00	5.000%	8/1/2017	12/31/2017	152 Days	728.77
	35,000.00	4.000%	8/1/2017	12/31/2017	152 Days	583.01
	40,000.00	5.000%	8/1/2017	12/31/2017	152 Days	832.88
	40,000.00	3.000%	8/1/2017	12/31/2017	152 Days	499.73
	40,000.00	4.000%	8/1/2017	12/31/2017	152 Days	666.30
	40,000.00	4.000%	8/1/2017	12/31/2017	152 Days	666.30
	45,000.00	4.000%	8/1/2017	12/31/2017	152 Days	749.59
	45,000.00	4.000%	8/1/2017	12/31/2017	152 Days	749.59
	50,000.00	3.500%	8/1/2017	12/31/2017	152 Days	728.77
	50,000.00	4.000%	8/1/2017	12/31/2017	152 Days	832.88
	50,000.00	4.000%	8/1/2017	12/31/2017	152 Days	832.88
	<u>55,000.00</u>	4.000%	8/1/2017	12/31/2017	152 Days	<u>916.16</u>
Total Loans	<u>1,595,000.00</u>					<u>24,507.39</u>

(Continued)

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY OPERATING FUND**  
Statement of Accrued Interest on Bonds, Notes and Loans and Analysis of Balance  
For the Year Ended December 31, 2017

Analysis of Accrued Interest Dec. 31, 2017 (Continued)

Serial Bonds:	Principal Outstanding Dec. 31, 2017	Interest Rate	From	To	Period	Amount
	\$ 185,000.00	4.000%	11/1/2017	12/31/2017	60 Days	\$ 1,216.44
	200,000.00	4.000%	11/1/2017	12/31/2017	60 Days	1,315.07
	210,000.00	4.000%	11/1/2017	12/31/2017	60 Days	1,380.82
	215,000.00	4.000%	11/1/2017	12/31/2017	60 Days	1,413.70
	225,000.00	4.000%	11/1/2017	12/31/2017	60 Days	1,479.45
	250,000.00	4.000%	11/1/2017	12/31/2017	60 Days	1,643.84
	250,000.00	4.000%	11/1/2017	12/31/2017	60 Days	1,643.84
	250,000.00	4.000%	11/1/2017	12/31/2017	60 Days	1,643.84
	250,000.00	4.125%	11/1/2017	12/31/2017	60 Days	1,695.21
	250,000.00	4.200%	11/1/2017	12/31/2017	60 Days	1,726.03
	250,000.00	4.250%	11/1/2017	12/31/2017	60 Days	1,746.58
	295,000.00	4.000%	8/1/2017	12/31/2017	152 Days	4,913.97
	305,000.00	4.000%	8/1/2017	12/31/2017	152 Days	5,080.55
	320,000.00	4.000%	8/1/2017	12/31/2017	152 Days	5,330.41
	335,000.00	4.000%	8/1/2017	12/31/2017	152 Days	5,580.27
	355,000.00	4.000%	8/1/2017	12/31/2017	152 Days	5,913.42
	150,000.00	1.250%	6/7/2017	12/31/17	207 Days	1,063.36
	170,000.00	2.000%	6/7/2017	12/31/17	207 Days	1,928.22
	175,000.00	2.000%	6/7/2017	12/31/17	207 Days	1,984.93
	180,000.00	2.000%	6/7/2017	12/31/17	207 Days	2,041.64
	185,000.00	2.000%	6/7/2017	12/31/17	207 Days	2,098.36
	190,000.00	2.000%	6/7/2017	12/31/17	207 Days	2,155.07
	195,000.00	2.000%	6/7/2017	12/31/17	207 Days	2,211.78
	200,000.00	2.000%	6/7/2017	12/31/17	207 Days	2,268.49
	210,000.00	3.000%	6/7/2017	12/31/17	207 Days	3,572.88
	215,000.00	3.000%	6/7/2017	12/31/17	207 Days	3,657.95
	220,000.00	3.000%	6/7/2017	12/31/17	207 Days	3,743.01
	230,000.00	3.000%	6/7/2017	12/31/17	207 Days	3,913.15
	235,000.00	3.000%	6/7/2017	12/31/17	207 Days	3,998.22
	245,000.00	3.000%	6/7/2017	12/31/17	207 Days	4,168.36
	255,000.00	3.000%	6/7/2017	12/31/17	207 Days	4,338.49
	260,000.00	3.000%	6/7/2017	12/31/17	207 Days	4,423.56
	275,000.00	3.000%	6/7/2017	12/31/17	207 Days	4,678.77
	285,000.00	3.000%	6/7/2017	12/31/17	207 Days	4,848.90
	295,000.00	3.000%	6/7/2017	12/31/17	207 Days	5,019.04
	<u>295,000.00</u>	3.000%	6/7/2017	12/31/17	207 Days	<u>5,019.04</u>
Total Serial Bonds	<u>8,860,000.00</u>					<u>112,500.50</u>
Total Bonds and Loans	<u>\$ 10,455,000.00</u>					<u>\$ 137,007.89</u>

(1) Principal on Trust Loans Only. Fund Loans have a 0% Interest Rate

**CITY OF WOODBURY**  
WATER - SEWER UTILITY OPERATING FUND  
Statement of Due from Water-Sewer Utility Capital Fund  
For the Year Ended December 31, 2017

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Balance Dec. 31, 2016	\$ 1,810,269.47
Increased by:	
Disbursements	<u>307.03</u>
	1,810,576.50
Decreased by:	
Receipts:	
Interfunds Liquidated	<u>408.72</u>
Balance Dec. 31, 2017	<u><u>\$ 1,810,167.78</u></u>

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY CAPITAL FUND**  
 Statement of Reserve for Amortization  
 For the Year Ended December 31, 2017

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Balance Dec. 31, 2016		\$ 22,840,681.19
Increased by:		
Cancelled - Statement of New Jersey Environmental Infrastructure Loans Payable	\$ 25,000.00	
Paid by Operating Fund:		
Serial Bonds	455,000.00	
Bond Anticipation Notes	200,000.00	
Loan Payable	<u>267,103.37</u>	
		<u>947,103.37</u>
Balance Dec. 31, 2017		<u><u>\$ 23,787,784.56</u></u>

Exhibit SD-18

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY CAPITAL FUND**  
 Statement of Capital Improvement Fund  
 For the Year Ended December 31, 2017

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Balance Dec. 31, 2016		\$ 344,105.18
Increased by:		
2017 Budget Appropriation		<u>100,000.00</u>
Balance Dec. 31, 2017		<u><u>\$ 444,105.18</u></u>

**CITY OF WOODBURY**  
 WATER - SEWER UTILITY CAPITAL FUND  
 Schedule of Deferred Reserve For Amortization  
 As of December 31, 2017

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<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Date of Ordinance</u>	<u>Balance Dec. 31, 2017</u>
<u>General Improvements:</u>			
2030-06	Various Water and Sewer Improvements	7/10/2006	\$ 29,575.00
2049-07	Various Water and Sewer Improvements	5/14/2007	<u>162,000.00</u>
			<u><u>\$ 191,575.00</u></u>

**WOODBURY CITY**  
**WATER - SEWER UTILITY CAPITAL FUND**  
**Statement of Improvement Authorizations**  
**For the Year Ended December 31, 2017**

Ordinance Number	Ordinance Date	Amount	Balance Dec. 31, 2016		2017 Authorizations Deferred Charges to Future Revenue	Transfer from Reserve for Encumbrances	Paid or Charged	Balance Dec. 31, 2017	
			Funded	Unfunded				Funded	Unfunded
General Improvements:									
2030-06	Various Water and Sewer Improvements	7/10/2006	\$ 591,500.00			\$ 300.11	\$ 300.11		
2049-07	Various Water and Sewer Improvements	5/14/2007	1,900,800.00	\$ 283,200.11		4,076.50	82,947.65	\$ 204,328.96	
2083-08	Various Water and Sewer Improvements	6/23/2008	500,000.00	55,020.88			21.50	54,999.38	
2130-11	Construction and Installation of a New Water Main System	2/28/2011	3,587,500.00			720.00	720.00		
2164-12; 2172-12	Various Water and Sewer Improvements	12/27/2012	600,000.00	\$ 28,702.89			4,178.09	24,524.80	
2182-13	Rehabilitation/Reline Sewer Mains	6/11/2013	500,000.00			17,575.91	17,575.91		
2229-15	Various Water and Sewer Utility Improvements	5/12/2015	500,000.00			82,515.97	81,957.09	558.88	
2248-16	Various Water and Sewer Utility Improvements	6/14/2016	2,400,000.00	2,038,409.38		332,197.62	480,907.26	1,889,699.74	
2267-17	Various Water and Sewer Utility Improvements	8/8/2017	575,000.00		\$ 575,000.00		26,051.56	\$ 548,948.44	
			<u>\$ 338,220.99</u>	<u>\$ 2,067,112.27</u>	<u>\$ 575,000.00</u>	<u>\$ 437,386.11</u>	<u>\$ 694,659.17</u>	<u>\$ 2,174,111.76</u>	<u>\$ 548,948.44</u>
							Disbursed	\$ 682,559.51	
							Encumbered	12,099.66	
								<u>\$ 694,659.17</u>	

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY CAPITAL FUND**  
**Statement of Reserve for Encumbrances**  
**For the Year Ended December 31, 2017**

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Balance Dec. 31, 2016	\$ 437,386.11
Increased by:	
Transfer 2017 Improvement Authorizations -- Encumbrances	<u>12,099.66</u>
	449,485.77
Decreased by:	
Transfer 2016 Improvement Authorizations -- Encumbrances	<u>437,386.11</u>
Balance Dec. 31, 2017	<u><u>\$ 12,099.66</u></u>

## Exhibit SD-22

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY CAPITAL FUND**  
**Due from General Capital Fund**  
**For the Year Ended December 31, 2017**

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Balance Dec. 31, 2016	\$ 2,450,000.00
Increased by:	
General Capital Fund - Collections:	
Statement of Water-Sewer Serial Bonds	<u>1,465,000.00</u>
Balance Dec. 31, 2017	<u><u>\$ 3,915,000.00</u></u>

**CITY OF WOODBURY**  
 WATER - SEWER UTILITY CAPITAL FUND  
 Statement of Bond Anticipation Notes  
 For the Year Ended December 31, 2017

<u>Ordinance Number(s)</u>	<u>Improvement Description</u>	<u>Note Number</u>	<u>Date of Issue of Original Notes</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rate</u>	<u>Balance Dec. 31, 2016</u>	<u>Decreased</u>
2130-11; 2164-12 2182-13; 2204-14; 1917-01; 2222-14; 2229-15; 2248-16	Various Utility Improvements	1	12/31/2013	12/14/2016	6/30/2017	1.34%	\$ 2,665,000.00	\$ 2,665,000.00
	Paid from Bond Funds							\$ 2,465,000.00
	Paid by Budget Appropriation							200,000.00
								<u>\$ 2,665,000.00</u>

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY CAPITAL FUND**  
**Statement of Water-Sewer Serial Bonds**  
**For the Year Ended December 31, 2017**

Purpose	Date of Issue	Original Issue	Maturities of Bonds		Interest Rate	Balance Dec. 31, 2016	Issued	Decreased	Balance Dec. 31, 2017
			Outstanding Dec. 31, 2017	Amount					
General Improvement	11/4/2009	\$ 3,885,000.00	11/1/2018	\$ 185,000.00	4.00%				
			11/1/2019	200,000.00	4.00%				
			11/1/2020	210,000.00	4.00%				
			11/1/2021	215,000.00	4.00%				
			11/1/2022	225,000.00	4.00%				
			11/1/2023-26	250,000.00	4.00%				
			11/1/2027	250,000.00	4.125%				
			11/1/2028	250,000.00	4.20%				
			11/1/2029	250,000.00	4.25%				
General Obligation Refunding Bonds	9/28/2011	2,935,000.00	8/1/2018	295,000.00	4.00%				
			8/1/2019	305,000.00	4.00%				
			8/1/2020	320,000.00	4.00%				
			8/1/2021	335,000.00	4.00%				
			8/1/2022	355,000.00	4.00%				
General Obligation Bonds	6/7/2017	4,465,000.00	5/1/2018	150,000.00	1.25%				
			5/1/2019	170,000.00	2.00%				
			5/1/2020	175,000.00	2.00%				
			5/1/2021	180,000.00	2.00%				
			5/1/2022	185,000.00	2.00%				
			5/1/2023	190,000.00	2.00%				
			5/1/2024	195,000.00	2.00%				
			5/1/2025	200,000.00	2.00%				
			5/1/2026	210,000.00	3.00%				
			5/1/2027	215,000.00	3.00%				
			5/1/2028	220,000.00	3.00%				
			5/1/2029	230,000.00	3.00%				
			5/1/2030	235,000.00	3.00%				
			5/1/2031	245,000.00	3.00%				
			5/1/2032	255,000.00	3.00%				
			5/1/2033	260,000.00	3.00%				
			5/1/2034	275,000.00	3.00%				
			5/1/2035	285,000.00	3.00%				
			5/1/2036-37	295,000.00	3.00%				
						\$ 4,850,000.00	\$ 4,465,000.00	\$ 455,000.00	\$ 8,860,000.00
Issued for Cash						\$ 3,000,000.00			
Due from General Capital Fund						1,465,000.00			
Paid by Budget Appropriation							\$ 455,000.00		
						\$ 4,465,000.00	\$ 455,000.00		

**CITY OF WOODBURY**  
**WATER -SEWER UTILITY CAPITAL FUND**  
Statement of New Jersey Environmental Infrastructure Loans Payable  
For the Year Ended December 31, 2017

Balance December 31, 2016		\$ 4,103,796.68
Decreased by:		
Canceled	\$ 25,000.00	
Principal Paid by Operating Fund	<u>267,103.37</u>	
		<u>292,103.37</u>
Balance December 31, 2017		<u><u>\$ 3,811,693.31</u></u>

Schedule of New Jersey Environmental Infrastructure Loans Payable December 31, 2017

<u>Due Date</u>	<u>Series 2013 A</u>		<u>Total</u>
	<u>Trust</u>	<u>Fund</u>	
February 2018		\$ 23,124.68	\$ 23,124.68
August, 2018	\$ 55,000.00	46,249.37	101,249.37
February 2019		23,124.68	23,124.68
August, 2019	55,000.00	46,249.37	101,249.37
February 2020		23,124.68	23,124.68
August, 2020	60,000.00	46,249.37	106,249.37
February 2021		23,124.68	23,124.68
August, 2021	60,000.00	46,249.37	106,249.37
February 2022		23,124.68	23,124.68
August, 2022	65,000.00	46,249.37	111,249.37
February 2023		23,124.68	23,124.68
August, 2023	65,000.00	46,249.37	111,249.37
February 2024		23,124.68	23,124.68
August, 2024	70,000.00	46,249.37	116,249.37
February 2025		23,124.68	23,124.68
August, 2025	70,000.00	46,249.37	116,249.37
February 2026		23,124.68	23,124.68
August, 2026	75,000.00	46,249.37	121,249.37
February 2027		23,124.68	\$23,124.68
August, 2027	75,000.00	46,249.37	121,249.37
February 2028		23,124.68	23,124.68
August, 2028	80,000.00	46,249.37	126,249.37
February 2029		23,124.68	23,124.68
August, 2029	80,000.00	46,249.37	126,249.37
February 2030		23,124.68	23,124.68
August, 2030	85,000.00	46,249.37	131,249.37
February 2031		23,124.68	23,124.68
August, 2031	85,000.00	46,249.37	131,249.37
February 2032		23,124.68	23,124.68
August, 2032	90,000.00	21,776.05	111,776.05
	<u>1,070,000.00</u>	<u>1,016,137.43</u>	<u>2,086,137.43</u>

(Continued)

**CITY OF WOODBURY**  
**WATER -SEWER UTILITY CAPITAL FUND**  
Statement of New Jersey Environmental Infrastructure Loans Payable  
For the Year Ended December 31, 2017

Schedule of New Jersey Environmental Infrastructure Loans Payable December 31, 2017 (Continued)

<u>Due Date</u>	<u>Series 2010 A</u>		<u>Total</u>
	<u>Trust</u>	<u>Fund</u>	
February 2018		\$ 37,576.44	\$ 37,576.44
August, 2018	\$ 35,000.00	75,152.88	110,152.88
February 2019		37,576.44	37,576.44
August, 2019	33,000.00	75,152.88	108,152.88
February 2020		37,576.44	37,576.44
August, 2020	38,000.00	75,152.88	113,152.88
February 2021		37,576.44	37,576.44
August, 2021	37,000.00	75,152.88	112,152.88
February 2022		37,576.44	37,576.44
August, 2022	38,000.00	75,152.88	113,152.88
February 2023		37,576.44	37,576.44
August, 2023	38,000.00	75,152.88	113,152.88
February 2024		37,576.44	\$37,576.44
August, 2024	43,000.00	75,152.88	118,152.88
February 2025		37,576.44	37,576.44
August, 2025	43,000.00	75,152.88	118,152.88
February 2026		37,576.44	37,576.44
August, 2026	47,000.00	75,152.88	122,152.88
February 2027		37,576.44	37,576.44
August, 2027	48,000.00	75,152.88	123,152.88
February 2028		37,576.44	37,576.44
August, 2028	48,000.00	60,686.24	108,686.24
August, 2029	52,000.00		52,000.00
	500,000.00	1,225,555.88	1,725,555.88
	\$ 1,570,000.00	\$ 2,241,693.31	\$ 3,811,693.31

**CITY OF WOODBURY**  
**WATER - SEWER UTILITY CAPITAL FUND**  
**Statement of Bonds and Notes Authorized But Not Issued**  
**For the Year Ended December 31, 2017**

<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Balance Dec. 31, 2016</u>	<u>2017 Authorization</u>	<u>Notes Paid from Bond Funds</u>	<u>Serial Bonds Issued</u>	<u>Balance Dec. 31, 2017</u>
1917-01	Reconstruction of Reservoir	\$ 2,389.72		\$ 565,000.00	\$ 565,000.00	\$ 2,389.72
2130-11	Construction and Installation of a New Water Main System	4,988.00		250,000.00	250,000.00	4,988.00
2164-12; 2172-12	Supplemental Environmental Cleanup			50,000.00	50,000.00	
2182-13	Rehabilitation/Reline Sewer Mains			500,000.00	500,000.00	
2204-14; 2222-14	Acquisition of Water and Sewer Utility Capital Equipment			200,000.00	200,000.00	
2229-15	Various Water and Sewer Utility Improvements			500,000.00	500,000.00	
2248-16	Various Water and Sewer Utility Improvements	2,000,000.00		400,000.00	2,400,000.00	
2267-17	Various Water and Sewer Utility Improvements		\$ 575,000.00			575,000.00
		<u>\$ 2,007,377.72</u>	<u>\$ 575,000.00</u>	<u>\$ 2,465,000.00</u>	<u>\$ 4,465,000.00</u>	<u>\$ 582,377.72</u>

**CITY OF WOODBURY**

**PART II**

**SCHEDULE OF FINDINGS AND RECOMMENDATIONS**

**FOR THE YEAR ENDED DECEMBER 31, 2017**

**CITY OF WOODBURY**  
**Schedule of Findings and Recommendations**  
**For the Year Ended December 31, 2017**

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***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. 2017-001**

**Criteria or Specific Requirement**

Pursuant to N.J.A.C. 5:30-5.7, a general ledger accounting system shall be maintained.

**Condition**

The City did not maintain a fully operational and balanced general ledger accounting system that was reconciled to all internal departmental reports as required by N.J.A.C. 5:30-5.7.

**Context**

A general ledger accounting system provides a summary of all financial transactions as they have been recorded in the books of original entry, using a double entry, self-balancing accounting system with the general ledger facilitating the preparation of financial statements. The general ledger, together with the books of original entry and supporting subsidiary ledgers constitutes the complete accounting system.

**Effect**

Non-compliance with N.J.A.C. 5:30-5.7.

**Cause**

Full implementation of a functioning general ledger for all of the City's funds was in process but could not be completed by December 31.

**Recommendation**

That a complete and balanced general ledger accounting system be maintained and reconciled with internal department reports in accordance with N.J.A.C. 5:30-5.7.

**View of Responsible Officials and Planned Corrective Action**

The responsible officials agree with the finding and subsequent to December 31 have made significant progress in implementing a functioning general ledger as part of their corrective action.

**CITY OF WOODBURY**  
**Summary Schedule of Prior Year Audit Findings**  
**And Recommendations as Prepared by Management**

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

**FINANCIAL STATEMENT FINDINGS**

**Finding No. 2016-001**

**Condition**

The City did not maintain a general ledger accounting system as required by N.J.A.C. 5:30-5.7.

**Current Status**

Condition remains unresolved, see current year finding 2017-001.

**Planned Corrective Action**

The responsible officials agree with the finding and will continue to address the matter as part of their corrective action plan to fully implement a balanced general ledger accounting system.

**Finding No. 2016-002**

**Condition**

Various calculations and reports from third-party vendors required supporting the balances recorded in the financial statements and notes to the financial statements were not obtained on a timely basis.

**Current Status**

This condition has been resolved.

**CITY OF WOODBURY**  
**Officials in Office and Surety Bonds**

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

<u>Name</u>	<u>Title</u>	<u>Amount of Surety Bond</u>
Jessica Floyd	Mayor	(B)
Tracey Parker	Council President	(B)
Daniel Reddin	Councilmember	(B)
Danielle Carter	Councilmember	(B)
Theodore Johnson, Jr.	Councilmember	(B)
William H. Fleming	Councilmember	(B)
Karlene O'Connor	Councilmember	(B)
Heather S. Tierney	Councilmember	(B)
Ken McIvaine	Councilmember	(B)
David Swanson	Councilmember	(B)
Michael Theokas	City Administrator (Jan. – May)	(B)
Scott Carew	City Administrator (June – Dec.)	(B)
Roy A. Duffield	City Clerk (Jan. – June)	(B)
Daneen Fuss	City Clerk (July – Dec.)	(B)
Robert Law	Chief Financial Officer	(B)
Lorraine Reeves	Tax/Utility Collector (Jan. – June)	(A)
Theresa Mulvenna	Tax/Utility Collector (July – Dec.)	(A)
James Pierson	Solicitor	

(A) Statutory Position Bond – Gloucester, Salem, Cumberland County Joint Insurance Pool \$50,000.00. Amounts in excess of \$50,000.00 covered by Municipal Excess Liability Joint Insurance Fund to \$950,000.00

(B) Public Officials Bond - Gloucester, Salem, Cumberland County Joint Insurance Pool \$50,000.00. Amounts in excess of \$50,000.00 covered by Municipal Excess Liability Joint Insurance Fund to \$950,000.00

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**APPRECIATION**

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

Respectfully submitted,

BOWMAN & COMPANY LLP  
Certified Public Accountants  
& Consultants

A handwritten signature in black ink, reading "Michael D. Cesaro". The signature is written in a cursive style with a long horizontal flourish at the end.

Michael D. Cesaro  
Certified Public Accountant  
Registered Municipal Accountant

