

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON,
STATE OF NEW JERSEY**

REPORT OF AUDIT

December 31, 2016

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

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COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

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COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

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INDEPENDENT AUDITORS' REPORT

INDEPENDENT AUDITORS' REPORT

To the Honorable Mayor and Members
of the Township Committee
Township of Riverside
County of Burlington
Riverside, New Jersey 08075

Report on the Financial Statements

We have audited the accompanying financial statements – regulatory basis of the various funds and account group of the Township of Riverside, County of Burlington, State of New Jersey (the "Township"), as of and for the year ended December 31, 2016, and the related notes to financial statements, which collectively comprise the Township's basic financial statements, as listed in the table of contents. The financial statements of the Township as of December 31, 2015, were audited by other auditors whose report dated June 9, 2016, expressed an unmodified opinion on those financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with 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.

Auditors' 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 requirements of audit 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 auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of

INDEPENDENT AUDITORS' REPORT (CONTINUED)

Auditors' Responsibility (Continued)

significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

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

As described in Note A of the financial statements, these financial statements are prepared by the Township 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 A and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of each fund of the Township as of December 31, 2016, and the results of operations and changes in financial position for the year then ended.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of each fund and account group of the Township, as of December 31, 2016, and the results of operations and changes in financial position for the year then ended in accordance with the financial reporting provisions of the Division of Local Government Services, Department of Community Affairs, State of New Jersey, as described in Note A.

Report on Supplementary and Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township's basic financial statements. The supplemental schedules as required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, are presented for purposes of additional analysis and are not a required part of the basic financial statements. The supplemental schedules 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 schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole, on the basis of accounting described in Note A.

INDEPENDENT AUDITORS' REPORT (CONTINUED)

Report on Supplementary and Other Information (Continued)

The supplementary information as listed in the table of contents has not been subject to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated August 4, 2017, on our consideration of the Township's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Township's internal control over financial reporting and compliance.



Warren A. Broudy, CPA, CGFM, PSA, CGMA
Registered Municipal Accountant
License No. 554

MERCADIEN, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

August 4, 2017

BASIC FINANCIAL STATEMENTS – REGULATORY BASIS

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

A

**CURRENT FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE**

December 31, 2016

<u>ASSETS</u>	<u>Ref.</u>	<u>2016</u>	<u>2015</u>
Current Fund:			
Treasurer:			
Cash	SA-1	\$ 2,105,071.42	\$ 2,123,066.34
Collector:			
Cash	SA-2	2,125,374.48	923,188.83
Petty Cash/Change Funds	SA-3	700.00	700.00
		<u>4,231,145.90</u>	<u>3,046,955.17</u>
Receivables with Full Reserves:			
Delinquent Property Taxes Receivable	SA-4	398,362.86	366,375.96
Tax Title Liens Receivable	SA-5	416,320.61	372,546.40
Property Acquired for Taxes - Assessed Valuation	SA-6	154,500.00	154,500.00
Revenue Accounts Receivable	SA-8	9,048.98	8,444.44
Due Burlington County		636.00	636.00
Due Riverside Sewerage Authority	SA-21	36,119.08	24,448.83
Due Trust Fund - Animal Control	B	125.80	6,196.42
Due Trust Fund - Other	B	110,545.80	51,006.21
		<u>1,125,659.13</u>	<u>984,154.26</u>
Deferred Charges:			
Special Emergency	SA-19	248,000.00	
Expenditure without Appropriation	SA-20		8,335.09
		<u>248,000.00</u>	<u>8,335.09</u>
		<u>5,604,805.03</u>	<u>4,039,444.52</u>
Federal and State Grant Fund:			
Cash	SA-1	318,058.68	382,356.10
Federal and State Grants Receivable	SA-22	316,063.49	180,500.58
		<u>634,122.17</u>	<u>562,856.68</u>
		<u>\$ 6,238,927.20</u>	<u>\$ 4,602,301.20</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

A

**CURRENT FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE (CONTINUED)**

December 31, 2016

	<u>Ref.</u>	<u>2016</u>	<u>2015</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Current Fund:			
Liabilities:			
Appropriation Reserves	A-3;SA-9	\$ 532,191.18	\$ 125,060.10
Reserve for Encumbrances	A-3;SA-9	55,047.08	5,654.66
Special Emergency Note Payable	SA-1	248,000.00	
Prepaid Taxes	SA-14	74,387.08	116,101.01
Tax Overpayments	SA-13	1,509.14	26,411.29
Local School Tax Payable	SA-18	1,610,773.02	1,403,013.00
Due County for Added and Omitted Taxes	SA-16		836.41
Reserve for Tax Map Preparation and Revaluation	A-3	248,000.00	
Due State of New Jersey:			
Senior Citizens & Veterans	SA-7	6,282.54	5,406.00
Marriage License Fees	SA-10	570.00	600.00
State Training Fees	SA-11	889.00	1,110.00
Burial Permits	SA-12	580.00	580.00
		<u>2,778,229.04</u>	<u>1,684,772.47</u>
Reserve for Receivables and Other Assets	A	1,125,659.13	984,154.26
Fund Balance	A-1	<u>1,700,916.86</u>	<u>1,370,517.79</u>
		<u>5,604,805.03</u>	<u>4,039,444.52</u>
Federal and State Grant Fund:			
Appropriated Reserve	SA-24	625,226.84	455,620.93
Reserve for Grants Unappropriated	SA-23	7,480.58	106,281.00
Reserve for Encumbrances	SA-24	1,414.75	954.75
		<u>634,122.17</u>	<u>562,856.68</u>
		<u>\$ 6,238,927.20</u>	<u>\$ 4,602,301.20</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

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**CURRENT FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE**

Year Ended December 31, 2016

	<u>2016</u>	<u>2015</u>
<u>Revenue and Other Income Realized</u>		
Fund Balance Utilized	\$ 157,250.00	\$ 106,260.00
Miscellaneous Revenues Anticipated	2,031,607.09	1,562,257.52
Receipts from Delinquent Taxes and Tax Title Liens	480,960.42	518,679.50
Revenue from Current Taxes	14,718,299.59	14,483,517.77
Non-Budget Revenue	123,919.20	166,482.13
Other Credits to Income:		
Overpayments Canceled	0.50	
Refund of Prior Year Expenditures	139.00	
Unexpended Balance of Appropriation Reserves	67,934.36	145,708.03
Total Income	<u>17,580,110.16</u>	<u>16,982,904.95</u>
<u>Expenditures</u>		
Budget Appropriations:		
Within "CAPS":		
Operations - Salaries and Wages	2,439,238.43	2,328,702.66
Operations - Other Expenses	2,672,964.90	2,175,551.44
Deferred Charges and Statutory Expenditures	647,321.33	680,992.54
Excluded from "CAPS":		
Operations - Salaries and Wages		
Operations - Other Expenses	385,240.79	119,966.75
Capital Improvements - Excluded from "CAPS"	20,500.00	17,500.00
Municipal Debt Service - Excluded from "CAPS"	425,926.08	315,266.57
County Taxes	1,723,787.31	1,743,993.79
Due County for Added and Omitted Taxes	577.10	836.41
Local District School Tax	8,490,140.00	8,335,409.00
Special District Taxes	460,211.00	460,211.00
Other Debits to Income:		
Prior Year Senior Citizens and Veterans Deductions Disallowed	9,284.93	16,088.40
Refund of Prior Year Revenue	130.00	1,730.52
Refund of Prior Year Revenue - Overpayments		2,749.62
Change Fund Increase		200.00
Reserve for Receivable Created	11,670.25	2,969.83
Reserve for Interfund Receivable Created	53,468.97	52,753.63
Total Expenditures	<u>17,340,461.09</u>	<u>16,254,922.16</u>
Excess in Revenues	239,649.07	727,982.79
Adjustments to Income Before Fund Balance:		
Expenditures included above which are by Statute		
Deferred Charges to Budget of Succeeding Year	248,000.00	-
Statutory Excess to Fund Balance	487,649.07	727,982.79
<u>Fund Balance</u>		
Balance Jan. 1	<u>1,370,517.79</u>	<u>748,795.00</u>
	1,858,166.86	1,476,777.79
Decreased by:		
Utilized as Revenue	<u>157,250.00</u>	<u>106,260.00</u>
Balance Dec. 31	<u>\$ 1,700,916.86</u>	<u>\$ 1,370,517.79</u>

See notes to financial statements.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

A-2

**CURRENT FUND
STATEMENT OF REVENUES**

Year Ended December 31, 2016

	<u>Budget</u>	<u>Special N.J.S.40A:4-87</u>	<u>Realized</u>	<u>Excess</u>
Fund Balance Anticipated	\$ 157,250.00	-	\$ 157,250.00	-
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	28,000.00		28,564.00	\$ 564.00
Other	6,000.00		62,003.00	56,003.00
Municipal Court Fines and Costs	150,000.00		133,970.91	(16,029.09)
Interest and Costs on Taxes	65,000.00		75,947.57	10,947.57
Consolidated Municipal Property Tax Relief Aid	43,697.00		43,697.00	
Energy Receipts Tax	745,175.00		745,175.00	
Uniform Construction Code Fees	50,000.00		114,957.00	64,957.00
Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services:				
Public and Private Revenues Off-Set with Appropriations:				
Recycling Tonnage Grant	10,319.88		10,319.88	
Drive Sober or Get Pulled Over		\$ 5,000.00	5,000.00	
Clean Communities Grant		18,331.16	18,331.16	
NJ Department of Transportation Grant	100,000.00		100,000.00	
Small Cities Grant	100,000.00		100,000.00	
Hazardous Discharge Site Remediation Grant	106,281.00		106,281.00	
Highway Traffic Safety Grant - Click It or Ticket		4,600.00	4,600.00	
Municipal Alliance on Alcoholism & Drug Abuse	14,235.00		14,235.00	
NADDI Grant		5,000.00	5,000.00	
Other Special Items:				
Uniform Fire Safety	7,000.00		12,430.50	5,430.50
Contribution from Riverside Sewerage Authority Budget	89,254.00		89,254.00	
Riverside Sewerage Authority - Lease Agreement	55,000.00		55,000.00	
Property Maintenance Inspection Fees	15,000.00		24,999.37	9,999.37
Rental Registration	60,000.00		88,640.00	28,640.00
School Resource Officer	46,500.00		46,500.00	
Cable TV Franchise Fees	22,349.51		22,349.51	
Riverside Sewerage Authority - Interest on Bond Anticipation Notes	3,748.05		3,748.05	
Riverside Sewerage Authority - Reserve for Payment of Notes	43,500.00		43,500.00	
Riverside Sewerage Authority Restricted Authority Cash	77,104.14		77,104.14	
Total Miscellaneous Revenues	1,838,163.58	32,931.16	2,031,607.09	160,512.35
Receipts From Delinquent Taxes	300,000.00	-	480,960.42	180,960.42
Amount to be Raised by Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	4,619,080.29	-	4,644,786.55	25,706.26
Budget Totals	6,914,493.87	32,931.16	7,314,604.06	367,179.03
Non-Budget Revenue	-	-	123,919.20	123,919.20
	<u>\$ 6,914,493.87</u>	<u>\$ 32,931.16</u>	<u>\$ 7,438,523.26</u>	<u>\$ 491,098.23</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

A-2

**CURRENT FUND
STATEMENT OF REVENUES (CONTINUED)**

Year Ended December 31, 2016

Analysis of Realized Revenue

Allocation of Current Tax Collections:

Revenue from Collections	\$ 14,718,299.59
Allocated to County, School, Open Space and Special District Taxes	<u>10,674,715.41</u>

4,043,584.18

Add: Appropriation "Reserve for Uncollected Taxes"	<u>601,202.37</u>
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Amount for Support of Municipal Budget Appropriations	<u><u>\$ 4,644,786.55</u></u>
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Receipts from Delinquent Taxes:

Receipts - Delinquent Tax Collections	\$ 363,770.65
Receipts - Tax Title Liens Receivable	<u>117,189.77</u>

\$ 480,960.42

Analysis of Non-Budget Revenues

Receipts:

Treasurer:

Vital Statistics	\$ 10,043.00
Tax Searches	70.00
Payment in Lieu of Taxes	3,243.00
Police Reports	547.43
Photo Copies	31.95
Interest on Investments	4,980.21
Clear Channel	2,145.00
Delran Gasoline Reimbursements	6,547.59
Senior Citizens and Veterans Administrative Fee	1,419.30
Marriage Performance Fees	790.00
Restitution	1,104.00
Bid Specification Fees	160.00
South Jersey Regional Health Dividend	22,147.00
Tax Title Lien Premiums Forfeited	42,405.48
Other Miscellaneous	<u>17,720.78</u>
	\$ 113,354.74

Due from Trust Other Fund - Escrow Interest	0.77
Due from Trust Other Fund - Miscellaneous Payroll Refund	<u>5,270.99</u>

\$ 118,626.50

Collector:

Interest on Investments	<u>5,292.70</u>
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5,292.70

\$ 123,919.20

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

A-3

**CURRENT FUND
STATEMENT OF EXPENDITURES**

Year Ended December 31, 2016

	Original Budget	Appropriations Budget After Modification	Paid or Charged	Encumbered	Reserved	Unexpended Balance Canceled
<u>OPERATIONS--WITHIN "CAPS"</u>						
<u>General Government</u>						
Administrative and Executive						
Salaries and Wages	\$ 92,513.00	\$ 92,612.08	\$ 92,612.08			
Other Expenses	2,500.00	2,500.00			\$ 2,500.00	
Mayor and Township Committee						
Salaries and Wages	10,300.00	10,300.00	10,240.20		59.80	
Other Expenses	4,000.00	4,000.00	2,221.00	\$ 150.00	1,629.00	
Municipal Clerk						
Salaries and Wages	50,294.00	50,294.00	50,294.00			
Other Expenses	45,000.00	45,000.00	33,094.04	1,566.80	10,339.16	
Vital Statistics						
Salaries and Wages	9,427.00	13,293.00	13,293.00			
Other Expenses	1,250.00	1,250.00	566.80		683.20	
Financial Administration						
Salaries and Wages	72,135.63	72,135.63	72,135.61		0.02	
Other Expenses	30,000.00	40,000.00	27,493.54	10,805.84	1,700.62	
Audit Services - Contractual	35,000.00	25,000.00	25,000.00			
Assessment of Taxes						
Salaries and Wages	20,078.00	20,078.00	20,077.24		0.76	
Other Expenses	4,000.00	4,000.00	2,926.76		1,073.24	
Preparation of Tax Map and Revaluation (40A:4-55 \$248,000.00)		248,000.00	248,000.00			
Collection of Taxes						
Salaries and Wages	50,000.00	38,598.72	37,983.60		615.12	
Other Expenses	18,000.00	18,000.00	16,538.08	175.96	1,285.96	
Legal Services and Costs	50,000.00	50,200.00	17,670.72	32,500.01	29.27	
Engineering Services and Costs	25,000.00	25,000.00	18,151.59		6,848.41	
Municipal Land Use Law (N.J.S.40:55D-1):						
Planning Board						
Salaries and Wages	35,083.00	35,083.00	35,082.50		0.50	
Other Expenses	12,000.00	12,000.00	10,018.75	192.00	1,789.25	
Police						
Salaries and Wages	1,584,443.00	1,582,824.74	1,564,941.97		17,882.77	
Other Expenses	110,000.00	110,000.00	95,270.15	4,024.34	10,705.51	
School Crossing Guards Salary & Wages	71,000.00	71,000.00	60,371.50		10,628.50	
Emergency Management						
Other Expenses	300.00	300.00			300.00	

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

A-3

**CURRENT FUND
STATEMENT OF EXPENDITURES (CONTINUED)**

Year Ended December 31, 2016

	<u>Appropriations</u>		<u>Paid or</u>	<u>Encumbered</u>	<u>Reserved</u>	<u>Unexpended</u>
	<u>Original</u>	<u>Budget After</u>	<u>Charged</u>			<u>Balance</u>
	<u>Budget</u>	<u>Modification</u>				<u>Canceled</u>
<u>OPERATIONS--WITHIN "CAPS" (CONT'D)</u>						
Fire						
Other Expenses	\$ 7,000.00	\$ 7,000.00	\$ 950.46		\$ 6,049.54	
Uniform Fire Safety Act						
Salaries and Wages	6,000.00	6,000.00	5,250.00		750.00	
Municipal Court						
Salaries and Wages	107,999.00	109,617.26	109,617.26			
Other Expenses	19,000.00	21,236.20	20,770.88	\$ 465.32		
Municipal Prosecutor						
Other Expenses	16,979.00	16,979.00	16,320.00		659.00	
Public Defender						
Other Expenses	4,000.00	4,000.00	4,000.00			
Streets and Roads						
Salaries and Wages	208,802.00	208,802.00	149,988.10		58,813.90	
Other Expenses	60,000.00	60,000.00	56,705.88	1,735.77	1,558.35	
Storm Recovery (NJSA 40A: 4-62.1)	5,000.00	5,000.00	5,000.00			
Garbage and Trash Removal						
Other Expenses	200,000.00	200,000.00	166,171.80		33,828.20	
Public Buildings and Grounds						
Salaries and Wages	6,000.00	6,000.00	5,060.00		940.00	
Other Expenses	70,000.00	70,000.00	68,746.08	1,142.82	111.10	
Vehicle Maintenance						
Other Expenses	30,000.00	30,000.00	28,739.52		1,260.48	
Health and Welfare						
Animal Control						
Other Expenses	15,000.00	15,000.00	69.00		14,931.00	
Parks and Recreation						
Other Expenses	12,500.00	12,500.00	8,673.17	177.22	3,649.61	
Celebration of Public Event, Anniversary or Holiday						
Other Expenses	10,000.00	10,000.00	5,231.00	1,000.00	3,769.00	
Bulk and Utilities						
Electricity	40,000.00	40,000.00	21,683.33		18,316.67	
Street Lighting	101,000.00	101,000.00	96,234.50		4,765.50	
Telephone	35,000.00	35,000.00	32,075.28		2,924.72	
Water	4,500.00	4,500.00	2,244.95		2,255.05	
Natural Gas	15,000.00	15,000.00	4,104.29		10,895.71	
Gasoline/Diesel Fuel	90,000.00	90,000.00	46,309.69		43,690.31	
Landfill Solid Waste Disposal Costs	274,000.00	274,000.00	227,745.23		46,254.77	
Recycling Tax	11,000.00	11,000.00	5,800.80		5,199.20	

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

A-3

**CURRENT FUND
STATEMENT OF EXPENDITURES (CONTINUED)**

Year Ended December 31, 2016

	<u>Appropriations</u>		<u>Paid or</u>	<u>Encumbered</u>	<u>Reserved</u>	<u>Unexpended Balance Canceled</u>
	<u>Original Budget</u>	<u>Budget After Modification</u>	<u>Charged</u>			
<u>OPERATIONS--WITHIN "CAPS" (CONT'D)</u>						
Insurance						
General Liability	\$ 84,771.00	\$ 84,771.00	\$ 84,771.00			
Workers' Compensation	202,589.00	192,589.00	150,451.00		\$ 42,138.00	
Employee Group Insurance	642,774.00	642,774.00	573,893.45		68,880.55	
Health Benefit Waiver	40,000.00	40,000.00	40,000.00		-	
Dental	32,976.60	32,976.60	28,137.90		4,838.70	
Unemployment Compensation Insurance	9,600.00	9,600.00	9,110.12		489.88	
Uniform Construction Code - Appropriations						
Offset by Dedicated Revenues (N.J.A.C. 5:23-4.17)						
Construction Officials						
Salaries and Wages	62,600.00	67,600.00	66,902.25		697.75	
Other Expenses	8,000.00	18,000.00	14,876.37	\$ 1,111.00	2,012.63	
<u>Unclassified:</u>						
Accumulated Sick Leave	15,000.00	15,000.00	15,000.00			
Prior Year Bills						
Bulk and Utilities - Electric						
PSEG 2011-2012	64,000.00	64,000.00			64,000.00	
Engineer Services						
Pennoni Associates 2010-2012 and 2015	15,789.10	15,789.10	14,393.55		1,395.55	
Contingent	5,000.00	5,000.00	495.27		4,504.73	
Total Operations --within "CAPS"	4,864,203.33	5,112,203.33	4,539,505.26	55,047.08	517,650.99	-
Detail:						
Salaries and Wages	2,441,674.63	2,439,238.43	2,348,849.31	-	90,389.12	-
Other Expenses (Including Contingent)	2,422,528.70	2,672,964.90	2,190,655.95	55,047.08	427,261.87	-
<u>DEFERRED CHARGES AND STATUTORY</u>						
<u>EXPENDITURES --MUNICIPAL--WITHIN "CAPS"</u>						
Deferred Charges:						
Overexpenditures - Prior Year Appropriations	8,335.09	8,335.09	8,335.09			
Statutory Expenditures:						
Contribution to						
Public Employees Retirement System	69,418.00	69,418.00	69,418.00			
Social Security System (O.A.S.I.)	100,000.00	100,000.00	89,981.61		10,018.39	
Police and Firemen's Retirement System of N.J. - ERIP	36,832.00	36,832.00	36,832.00			
Police and Firemen's Retirement System of N.J.	314,628.00	314,628.00	314,628.00			
Police and Firemen's Retirement System Delayed Appropriations	59,789.71	59,789.71	59,789.71			
Public Employees Retirement System Delayed Enrollments & Approp.	41,323.90	41,323.90	41,323.90			
Public Employees Retirement System Lump Sum Back Deductions	11,994.63	11,994.63	11,994.63			
Defined Contribution Retirement System	5,000.00	5,000.00	478.20		4,521.80	

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

A-3

**CURRENT FUND
STATEMENT OF EXPENDITURES (CONTINUED)**

Year Ended December 31, 2016

	Original Budget	Appropriations Budget After Modification	Paid or Charged	Encumbered	Reserved	Unexpended Balance Canceled
Total Deferred Charges and Statutory Expenditures --within "CAPS"	\$ 647,321.33	\$ 647,321.33	\$ 632,781.14	-	\$ 14,540.19	-
Total General Appropriations for Municipal Purposes Within--"CAPS"	5,511,524.66	5,759,524.66	5,172,286.40	\$ 55,047.08	532,191.18	-
<u>OPERATIONS-- EXCLUDED FROM "CAPS"</u>						
Aid to Library (N.J.S.A. 40:54-35)	15,000.00	15,000.00	15,000.00			
Other Expenses						
SFSP to Fire District	2,915.00	2,915.00	2,915.00			
<u>State and Federal Programs Off-set by Revenues</u>						
Recycling Tonnage Grant	10,319.88	10,319.88	10,319.88			
Municipal Alliance	14,235.00	14,235.00	14,235.00			
Municipal Alliance - Local Match	3,558.75	3,558.75	3,558.75			
NJ Department of Transportation Grant	100,000.00	100,000.00	100,000.00			
Small Cities Grant	100,000.00	100,000.00	100,000.00			
Hazardous Discharge Site Remediation Grant	106,281.00	106,281.00	106,281.00			
Drive Sober or Get Pulled Over (NJSA 40A:4-87 \$5,000.00)		5,000.00	5,000.00			
Clean Communities Grant (NJSA 40A:4-87 \$18,331.16)		18,331.16	18,331.16			
Click It or Ticket Grant (NSA 40A:4-87 \$4,600.00)		4,600.00	4,600.00			
NADDI 2016 Grant (NJSA 40A:4-87 \$5,000.00)		5,000.00	5,000.00			
Total Operations Excluded from "CAPS"	352,309.63	385,240.79	385,240.79	-	-	-
<u>CAPITAL IMPROVEMENTS--EXCLUDED FROM "CAPS"</u>						
Capital Improvement Fund	20,500.00	20,500.00	20,500.00	-	-	-
<u>MUNICIPAL DEBT SERVICE--EXCLUDED FROM "CAPS"</u>						
Payment of Bond Principal	112,000.00	112,000.00	112,000.00			
Payment of Bond Anticipation Notes and Capital Notes	39,170.57	39,170.57	39,170.57			
Interest on Bonds	82,690.00	82,690.00	82,688.98			\$ 1.02
Interest on Notes	18,614.50	18,614.50	18,562.75			51.75
Additional Payment of Bond Anticipation Notes	105,604.14	105,604.14	105,604.14			
Total Municipal Debt Service--Excluded from "CAPS"	358,079.21	358,079.21	358,026.44	-	-	52.77
<u>CAPITAL LEASE OBLIGATIONS--EXCLUDED FROM "CAPS"</u>						
Principal	64,000.00	64,000.00	64,000.00			
Interest	6,878.00	6,878.00	3,899.64			2,978.36
Total Capital Lease Obligations--Excluded from "CAPS"	70,878.00	70,878.00	67,899.64	-	-	2,978.36

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

A-3

**CURRENT FUND
STATEMENT OF EXPENDITURES (CONTINUED)**

Year Ended December 31, 2016

	<u>Appropriations</u>		<u>Paid or</u>	<u>Encumbered</u>	<u>Reserved</u>	<u>Unexpended</u>
	<u>Original</u>	<u>Budget After</u>	<u>Charged</u>			<u>Balance</u>
	<u>Budget</u>	<u>Modification</u>				<u>Canceled</u>
Total General Appropriations for Municipal Purposes Excluded from "CAPS"	\$ 801,766.84	\$ 834,698.00	\$ 831,666.87	-	-	\$ 3,031.13
Subtotal General Appropriations	6,313,291.50	6,594,222.66	6,003,953.27	\$ 55,047.08	\$ 532,191.18	3,031.13
Reserve for Uncollected Taxes	601,202.37	601,202.37	601,202.37	-	-	-
Total General Appropriations	<u>\$ 6,914,493.87</u>	<u>\$ 7,195,425.03</u>	<u>\$ 6,605,155.64</u>	<u>\$ 55,047.08</u>	<u>\$ 532,191.18</u>	<u>\$ 3,031.13</u>
Adopted Budget		\$ 6,914,493.87				
Special Emergency NJSA 40A:4-55		248,000.00				
Appropriation by NJSA 40A:4-87		32,931.16				
		<u>\$ 7,195,425.03</u>				
Reserve for Uncollected Taxes			\$ 601,202.37			
Reserve for Federal and State Grants -- Appropriated			367,325.79			
Deferred Charges - Special Emergency			248,000.00			
Deferred Charges - Overexpenditure of Appropriation			8,335.09			
Refunds			(226,868.32)			
Due Trust Other Fund -- Payroll Disbursed on Behalf of Current Fund			1,336.00			
Disbursed			5,605,824.71			
			<u>\$ 6,605,155.64</u>			

See notes to financial statements.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

B

**TRUST FUNDS
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE**

December 31, 2016

	<u>Ref.</u>	<u>2016</u>	<u>2015</u>
<u>ASSETS</u>			
Animal Control Fund:			
Cash	SB-1	\$ 23,529.73	\$ 33,710.42
Other Funds:			
Cash - Treasurer	SB-1	155,750.86	71,167.37
Cash - Collector	SB-2	245,449.45	427,563.47
Due from Developers	B	19,078.62	
Police Outside Services Receivable	SB-10	95,301.99	43,637.97
		<u>515,580.92</u>	<u>542,368.81</u>
		<u>\$ 539,110.65</u>	<u>\$ 576,079.23</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Animal Control Fund:			
Reserve for Dog Fund Expenditures	SB-3	\$ 23,295.07	\$ 27,514.00
Reserve for Encumbrances	SB-3	103.46	
Due Current Fund	A, SB-5	125.80	6,196.42
Due State of New Jersey	SB-4	5.40	
		<u>23,529.73</u>	<u>33,710.42</u>
Other Funds:			
Reserve for Developers' Escrow Deposits	SB-7	60,316.34	12,434.10
Reserve for POAA	SB-7	1,056.33	986.33
Reserve for Public Defender	SB-7	1,888.80	3,024.00
Reserve for Special Law Enforcement Fund	SB-7	5,179.63	2,846.47
Reserve for Premiums Received at Tax Sale	SB-7	180,300.00	380,881.36
Reserve for Tax Title Lien Redemptions	SB-7	57,406.36	46,041.94
Reserve for Explorer's Program Donations	SB-7	5,532.81	5,553.29
Reserve for Accumulated Sick Leave	SB-7	15,000.00	
Reserve for Flexible Spending	SB-7		492.68
Reserve for Recreation Trust Fund	SB-7	70.00	
Reserve for Storm Recovery	SB-7	5,000.00	
Reserve for Payroll Deductions Payable	SB-8	30,372.23	21,546.90
Reserve for Encumbrances	SB-9	42,912.62	17,555.53
Due Current Fund	A, SB-6	110,545.80	51,006.21
		<u>515,580.92</u>	<u>542,368.81</u>
		<u>\$ 539,110.65</u>	<u>\$ 576,079.23</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

C

**GENERAL CAPITAL FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE**

December 31, 2016

	<u>Ref.</u>	<u>2016</u>	<u>2015</u>
<u>ASSETS</u>			
Cash	SC-1	\$ 641,119.58	\$ 1,094,889.52
Federal and State Grants Receivable	SC-4	225,000.00	399,000.00
Deferred Charges to Future Taxation:			
Funded	SC-3	1,705,000.00	1,881,000.00
Unfunded	SC-5	4,947,775.00	4,463,050.00
		<u>\$ 7,518,894.58</u>	<u>\$ 7,837,939.52</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
General Serial Bonds	SC-11	\$ 1,639,000.00	\$ 1,751,000.00
Bond Anticipation Notes	SC-12	2,794,650.00	2,549,925.00
Capital Lease Payable	SC-10	66,000.00	130,000.00
Improvement Authorizations:			
Funded	SC-7	258,323.09	556,424.78
Unfunded	SC-7	2,444,462.13	2,432,341.55
Contracts Payable	SC-8	40,770.04	198,342.45
Reserve for Encumbrances	SC-9	63,825.33	8,041.75
Capital Improvement Fund	SC-6	6,346.00	6,346.00
Reserve for Improvements	C	29,451.00	29,451.00
Grants Awarded Reserved for Future Improvements	C	100,600.00	100,600.00
Reserve for Payment of Debt	SC-14	50,224.82	50,224.82
Fund Balance	C	25,242.17	25,242.17
		<u>\$ 7,518,894.58</u>	<u>\$ 7,837,939.52</u>
Bonds and Authorized Notes not Issued	SC-13	<u>\$ 2,153,125.00</u>	<u>\$ 1,913,125.00</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

E

**GENERAL FIXED ASSETS ACCOUNT GROUP
STATEMENTS OF GENERAL FIXED ASSETS**

December 31, 2016

	<u>2016</u>	<u>2015</u>
General Fixed Assets:		
Land	\$2,923,500.00	\$2,923,500.00
Buildings & Contents	1,451,308.00	1,451,308.00
Vehicles	<u>1,153,200.27</u>	<u>1,102,708.00</u>
Total	<u><u>\$5,528,008.27</u></u>	<u><u>\$5,477,516.00</u></u>
Total Investment in General Fixed Assets	<u><u>\$5,528,008.27</u></u>	<u><u>\$5,477,516.00</u></u>

NOTES TO FINANCIAL STATEMENTS

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The Township of Riverside (the "Township") was incorporated in 1905 and is located in western Burlington County, approximately five miles from the City of Philadelphia. The Township is 1.54 square miles and is predominately residential. The population according to the 2010 census is 7,911.

The Township has a Township Committee form of government. The Mayor is the chief executive officer and is appointed by the Committee. The five-member Committee is the legislative body of the Township with the members serving for three years.

Component Units

The financial statements of the components units of the Township are not presented in accordance with Governmental Accounting Standards No. 14. If the provisions of GASBS 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 Township, the primary government:

Riverside Sewerage Authority
Riverside, New Jersey 08075

Annual financial reports may be inspected directly at the offices of these component units during regular business hours.

Basis of Accounting, Measurement Focus and Basis of Presentation

The financial statements of the Township of Riverside contain all funds and account groups in accordance with the "Requirements of Audit" as promulgated by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, (the "Division"). The principles and practices established by the "Requirements of Audit" are designed primarily for determining compliance with legal provisions and budgetary restrictions 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 Township of Riverside accounts for its financial transactions through the use of separate funds which are described as follows:

Current Fund – The Current Fund accounts for resources and expenditures for government operations of a general nature, including Federal and State Grant funds.

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

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting, Measurement Focus and Basis of Presentation (Continued)

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.

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

Basis of Accounting

Revenues – are recorded as received in cash except for certain amounts, which may be due from the State of New Jersey or the federal government as grants. Revenue from Federal and State grants are realized when anticipated as such in the Township's budget. The amounts recorded as property taxes receivable and consumer accounts receivable have not been included in revenue. Amounts that are due to the municipality which are susceptible of accrual are recorded as receivables with offsetting reserves and recorded as revenue when received.

Expenditures – are recorded on the "budgetary" basis of accounting. Generally, expenditures are recorded when an amount is encumbered for goods or services through the issuance of a purchase order or when a contract is executed as required by Technical Accounting Directive No. 85-1. When an expenditure is 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.

Appropriation reserves are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year. Lapsed appropriation reserves are recorded as income. Appropriations for principal payments on outstanding general capital 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.

Appropriations for principal and interest payments on outstanding general capital bonds and notes are provided on the cash basis.

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

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting (Continued)

foreclosed property has not been included in the General Fixed Assets Account Group. If such property is converted to a municipal use, it will be capitalized in the General Fixed Assets Account Group.

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 transactions are 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 balance sheets.

General Fixed Assets – Property and equipment purchased by the Current and General Capital Funds are recorded as expenditures at the time of purchase and are not capitalized. All interest costs are recorded as expenditures when paid. The Township has adopted a capitalization threshold of \$5,000.

Accounting for Governmental Fixed Assets, as promulgated by Technical Directive No. 2 as issued by the Division of Local Government Services, differs in certain respects from generally accepted accounting principles. The following is a brief description of the provisions of the Directive.

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

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available except for land, which is valued at estimated market value. No depreciation on general fixed assets is recorded in the financial statements.

Expenditures for construction in progress are recorded in the Capital Funds until such time as the construction is completed and put into operation. Fixed assets acquired through grants-in-aid or contributed capital have not been accounted for separately.

Budgets and Budgetary Accounting – the Township of Riverside must adopt an annual budget for its current fund 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 10th 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

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting (Continued)

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 Township's financial statements.

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

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

Fund Balance – Fund balances included in the current fund represent amounts available for anticipation as revenue in future year's budgets, with certain restrictions.

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 Township's annual budget, but also the amounts required in support of the budgets of the County of Burlington, Township of Riverside School District and the Township of Riverside Fire District. Unpaid property taxes are subject to tax sale in accordance with the statutes.

School Taxes – The municipality is responsible for levying, collecting and remitting school taxes for the Township of Riverside School District. Operations is charged for the full amount required to be raised from taxation to operate the local school district for the period from July 1 to June 30, increased by the amount deferred at December 31, 2015, and decreased by the amount deferred at December 31, 2016.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

A. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Basis of Accounting (Continued)

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

Fire District Taxes – The municipality is responsible for levying, collecting and remitting fire district taxes for the Township of Riverside Fire District. Operations are charged for the full amount required to be raised by taxation to support the Districts for the year.

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

Long-Term Debt – Long-term debt, relative to the acquisition of capital assets, is recorded as a liability in the General Capital Fund. 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 Post-Employment Benefits – Compensated absences for vacation, sick leave and other compensated absences are recorded and provided for the annual budget in the year in which they are paid, on a pay-as-you-go basis. Likewise, no accrual is made for post-employment benefits, if any, which are also funded on a pay-as-you-go basis.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

B. CASH AND CASH EQUIVALENTS AND INVESTMENTS

The Township is governed by the deposit and investment limitations of New Jersey state law. The deposits and investments held at December 31, 2016, and reported at fair value are as follows:

Type	Carrying Value
Deposits	
Demand Deposits	\$ 5,615,054.20
Total Deposits	<u>\$ 5,615,054.20</u>
Reconciliation of Statement of Comparative Balance Sheets	
Current	\$ 4,231,145.90
Federal and State Grants	318,058.68
Dog Trust	23,529.73
Other Trust	401,200.31
General Capital	641,119.58
Total Reconciliation of Statement of Comparative Balance Sheets	<u>\$ 5,615,054.20</u>

Custodial Credit Risk – Deposits in financial institutions, reported as components of cash, cash equivalents and investments had a bank balance of \$6,106,752.35 at December 31, 2016. Of the bank balance \$250,000 was fully insured by the FDIC (Federal Depository Insurance Corporation) and \$5,856,752.35 was secured by a collateral pool held by the bank, but not in the Township's name, as required by New Jersey's Governmental Unit Deposit Protection Act (GUDPA). The GUDPA is more fully described in Note C of these financial statements.

Investment Interest Rate Risk – The Township has no formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. Maturities of investment held at December 31, 2016, are provided in the above schedule.

Investment Credit Risk – The Township has no investment policy that limits its investment choices other than the limitation of state law as follows:

- Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- Government money market mutual funds;
- Any obligation that a federal agency or federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligations bear a fixed rate of interest not dependent on any index or other external factor;

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

B. CASH AND CASH EQUIVALENTS AND INVESTMENTS (CONTINUED)

- Bonds or other obligations of the Township or bonds or other obligations of the local unit or units within which the Township is located;
- Bonds or other obligations, having a maturity date of not more than 397 days from the date of purchase, approved by the Division of Investment in the Department of Treasury for investment by the Township;
- Local Governments' investment pools;
- Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281; or
- Agreements for the repurchase of fully collateralized securities with certain limitations.

Concentration of Investment Credit Risk – The Township places no limit on the amount it may invest in any one issuer.

C. GOVERNMENTAL UNIT DEPOSIT PROTECTION ACT (GUDPA)

The District has deposited cash in 2016 with an approved public fund depository qualified under the provisions of the Government Unit Deposit Protection Act. In addition to savings and checking accounts the District invests monies in certificates of deposits.

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 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.

The market value of the collateral must equal five percent of the average daily balance of public funds; and, if the public funds deposited exceed seventy-five percent of the capital funds of the depository, the depository must provide collateral having a market value equal to one hundred percent of the amount exceeding seventy-five percent.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

C. GOVERNMENTAL UNIT DEPOSIT PROTECTION ACT (GUDPA) (CONTINUED)

All collateral must be deposited with the Federal Reserve Bank, the Federal Home Loan Bank Board, or a banking institution that is a member of the Federal Reserve System and has capital funds of not less than \$25,000,000.

Upon review and approval of the Certification Statement that the public depository complies with statutory requirements, the Commissioner issues forms approving the bank as a municipal depository. The Fire District should request copies of these approval forms semiannually to assure that all depositories are complying with requirements.

D. DEBT

The Local Bond Law governs the issuance of bonds and notes to finance general municipal capital expenditures. Bonds are retired in serial installments within the statutory period of usefulness. Bonds issued by the Township are general obligation bonds, backed by the full faith and credit of the Township. Bond anticipation notes are issued to temporarily finance capital projects, prior to the issuance of serial bonds. The term of the notes cannot exceed one year but the notes may be renewed from time to time for a period not exceeding one year. All such notes must be paid no later than the tenth anniversary of the date of the original note. The State of New Jersey also prescribes that on or before the third anniversary date of the original note a payment of at least equal to the first legally payable installment of the bonds in anticipation of which such notes were issued be paid. A second legal installment must be paid if the notes are to be renewed beyond the fourth anniversary date of the original issuance and so on. Tax anticipation notes are issued if the cash on hand is not sufficient to carry on normal operations of the municipality at any time during the year. Such notes are authorized by a resolution adopted by the governing body.

General Capital Fund

The aggregate maturities of principal and interest of the outstanding bonds are as follows:

Revenue Bonds Series 2007

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$ 119,000.00	\$ 78,210.00	\$ 197,210.00
2018	125,000.00	73,450.00	198,450.00
2019	130,000.00	68,450.00	198,450.00
2020	135,000.00	63,250.00	198,250.00
2021	140,000.00	56,500.00	196,500.00
2022-2026	810,000.00	170,750.00	980,750.00
2027	<u>180,000.00</u>	<u>9,000.00</u>	<u>189,000.00</u>
Total	<u>\$ 1,639,000.00</u>	<u>\$ 519,610.00</u>	<u>\$ 2,158,610.00</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

D. DEBT (CONTINUED)

General Capital Fund (Continued)

Long-term debt as of December 31, 2016, consists of following bonds:

	<u>Date of Issue</u>	<u>Original Issue</u>	<u>Maturities</u>	<u>Interest Rate</u>	<u>Amount</u>
2007 Bond Series	12/15/2017	\$ 2,532,000.00	12/15/10 to 12/15/2027	3.50% to 5.00%	<u>\$ 1,639,000.00</u>
Total					<u>\$ 1,639,000.00</u>

Pooled Lease Program:

On July 18, 2002, the Township entered into a lease and agreement with the Burlington County Bridge Commission ("Commission"). This agreement allowed the Township to finance capital projects and capital equipment through the issuance of County-Guaranteed Lease Revenue Bonds (2002 Governmental Leasing Program). As this is effectively a capital lease, it does not count as statutory debt as defined by N.J.S.A.40A:2 et seq. nor does it reduce the Township's borrowing power. Pursuant to the terms of this agreement, the Township will lease the improvements and real property from the Commission. The lease payments are equal to the Township's share of the bonds issued. The following is a schedule of annual payments to the Commission for principal and interest:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2017	\$ 66,000.00	\$ 3,517.50	\$ 70,517.50
Total	<u>\$ 66,000.00</u>	<u>\$ 3,517.50</u>	<u>\$ 70,517.50</u>

Borrowing Power

New Jersey statutes limit the debt of a municipality to 3½% of the average of the last three preceding year's equalized valuations of the taxable real estate and improvements. The Township's statutory net debt at December 31, 2016, was 1.542%. The Township's remaining borrowing power is 1.958%.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

D. DEBT (CONTINUED)

Summary of Municipal Debt

	<u>2016</u>	<u>2015</u>	<u>2014</u>
Issued -			
General - Bonds and Notes	\$ 4,433,650.00	\$ 4,300,925.00	\$ 3,438,638.00
Authorized But Not Issued:			
General - Bonds and Notes	<u>2,153,125.00</u>	<u>1,913,125.00</u>	<u>2,297,246.00</u>
Net Debt Issued	<u>6,586,775.00</u>	<u>6,214,050.00</u>	<u>5,735,884.00</u>
Reserve for Repayment of Debt	<u>50,224.82</u>	<u>50,224.82</u>	<u>683.00</u>
Net Debt	<u>\$ 6,536,550.18</u>	<u>\$ 6,163,825.18</u>	<u>\$ 5,735,201.00</u>

**Summary of Statutory Debt
Condition - Annual Debt Statement**

The summarized statement of debt condition which follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicates a statutory net debt of 1.542%.

	<u>GROSS DEBT</u>	<u>DEDUCTIONS</u>	<u>NET DEBT</u>
Local School District	\$ 4,540,000.00	\$ 4,540,000.00	
General Debt	<u>6,586,775.00</u>	<u>50,224.82</u>	<u>\$ 6,536,550.18</u>
Total	<u>\$ 11,126,775.00</u>	<u>\$ 4,590,224.82</u>	<u>\$ 6,536,550.18</u>

Net debt, \$6,536,550.18 divided by Equalized Valuation Basis Per N.J.S.A.40A:2-2 as amended, \$423,884,729.67 equals 1.542%.

Borrowing Power Under 40A:2-6

3.5% of Equalized Valuation Basis (Municipal)	\$ 14,835,965.54
Net Debt	<u>6,536,550.18</u>
Remaining Borrowing Power	<u>\$ 8,299,415.36</u>

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

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

E. DEBT SERVICE AGREEMENT

Bond Anticipation Notes

On May 21, 2012, the Township issued \$300,000 of Bond Anticipation Notes on behalf of the Riverside Sewerage Authority for rehabilitating various sewer lines throughout the Township. Also, on June 15, 2015, the Township issued another \$285,000 of Bond Anticipation Notes on behalf of the Riverside Sewerage Authority for the purchase of a Jet Vac. A fully executed agreement between the Township and Sewerage Authority has been established for the Authority to repay the debt to the Township. As of December 31, 2016, the Riverside Sewerage Authority has repaid the Township \$192,173.

F. SERVICE CONTRACT

A service contract between the Township of Riverside and the Riverside Sewerage Authority ("Authority") dated May 3, 1993, contains various provisions that are summarized below. Pursuant to the service contract, the Township is obligated to pay the Authority sums equal to any deficits in Authority revenues necessary to pay or provide for:

1. Operation and maintenance expenses of the sewer system.
2. Principal and interest on bonds or notes of the Authority.
3. Transfer of money to/or from the Riverside Sewerage Authority to temporarily support cash flow.

The Authority is required to repay to the Township all monies paid by the Township to the Authority. Such repayment by the Authority is required to be made at an interest rate equal to the prime rate plus one percent.

G. LEASE OBLIGATIONS

At December 31, 2016, the Township had lease agreements in effect for the following:

Operating:

Copier and Postage Stamp Machine

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

<u>Year</u>	<u>Amount</u>
2017	\$ 7,848.00
2018	7,848.00
2019	2,583.00
	<u>\$ 18,279.00</u>

Rental payments under operating leases for the year 2016 were \$7,848.00.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

H. SCHOOL TAXES

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

	Balance December 31,	
	2016	2015
Balance of Tax	\$ 4,245,171.00	\$ 4,037,411.00
Deferred	2,634,398.00	2,634,398.00
School Tax Payable	<u>\$ 1,610,773.00</u>	<u>\$ 1,403,013.00</u>

I. INTERFUND RECEIVABLES AND PAYABLES

The following interfund balances were recorded on the various balance sheets as of December 31, 2016:

	Interfunds Receivable	Interfunds Payable
Current Fund	\$ 110,671.60	
Trust - Animal Control Fund		\$ 125.80
Trust Other Funds		110,545.80
Total Funds	<u>\$ 110,671.60</u>	<u>\$ 110,671.60</u>

J. COMPENSATED ABSENCES

Full-time employees are entitled to fifteen paid sick leave days each year. Unused sick leave may be accumulated and carried forward to the subsequent year. Vacation days not used during the year may be accumulated and carried forward, provided that they do not exceed an employee's annual entitlement.

The Township compensates employees for all unused sick days upon termination or retirement. The current policy provides that accumulated sick leave for police, nonunion fulltime and public works employees is to be paid based on 50% of their accumulated sick hours multiplied by their rate of pay upon termination or retirement, not to exceed the maximum threshold of \$15,000.00.

The Township has established a Compensated Absences Trust Fund to set aside funds for future payments of compensated absences. At December 31, 2016, the balance of the fund was \$15,000.00. It is estimated that at December 31, 2016, accrued benefits for compensated absences are valued at \$253,409.28.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

K. JOINT INSURANCE POOL

The Township of Riverside is a member of the Burlington County Municipal Joint Insurance Fund ("Fund"). The Fund provides its members with the following coverage:

Workers' Compensation and Employer's Liability
Liability Other Than Motor Vehicles
Property Damage Other Than Motor Vehicles
Motor Vehicles
Fire Insurance

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.

Contributions to the Fund are payable in an annual premium and are based on actuarial assumptions determined by the Fund's actuary. The Township's agreement with the pool provides that the pool will be self-sustaining through member premiums and will reinsure through commercial insurance for claims in excess of \$500,000 for each insured event.

The Fund publishes its own financial report for the year ended December 31, 2016, which can be obtained from:

Burlington County Municipal Joint Insurance Fund
P.O. Box 325
Hammononton, New Jersey 08037

L. DEFERRED COMPENSATION SALARY ACCOUNT

The Township offers its employees a Deferred Compensation Program ("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 Township of Riverside or its creditors. Since the Township does not have a fiduciary relationship with the Plan, the balances and activities of the Plan are not reported in the Township's financial statements.

TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY

NOTES TO FINANCIAL STATEMENTS

M. PENSION OBLIGATIONS

A. Public Employees' Retirement System (PERS):

Plan Description - The State of New Jersey, Public Employees' Retirement System (PERS) is a cost-sharing multiple-employer defined benefit pension plan administered by the State of New Jersey, Division of Pensions and Benefits. For additional information about PERS, please refer to the Division's Comprehensive Annual Financial Report (CAFR) which can be found at www.state.nj.us/treasury/pensions/annrpts.shtml.

The vesting and benefit provisions are set by N.J.S.A. 43:15A. PERS provides retirement, death and disability benefits. All benefits vest after ten years of service, except for medical benefits, which vest after 25 years of service or under the disability provisions of PERS.

The following represents the membership tiers for PERS:

<u>Tier</u>	<u>Definition</u>
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 22, 2010
4	Members who were eligible to enroll on or after May 22, 2010, and prior to June 28, 2011
5	Members who were eligible to enroll on or after June 28, 2011

Service retirement benefits of 1/55th of final average salary for each year of service credit is available to tiers 1 and 2 members upon reaching age 60 and to tier 3 members upon reaching age 62. Service retirement benefits of 1/60th of final average salary for each year of service credit is available to tier 4 members upon reaching age 62 and tier 5 members upon reaching age 65. Early retirement benefits are available to tiers 1 and 2 members before reaching age 60, tiers 3 and 4 before age 62 with 25 or more years of service credit, 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.

Contributions - The contribution policy for PERS is set by N.J.S.A. 15A and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's pension contribution is based on an actuarially determined amount which includes the employer portion of the normal cost and an amortization of the unfunded accrued liability. Funding for noncontributory group insurance benefits is based on actual claims paid. For fiscal year 2016, the State's pension contribution was less than the actuarial determined amount. The local employers' contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PERS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

M. PENSION OBLIGATIONS (CONTINUED)

A. Public Employees' Retirement System (PERS): (Continued)

2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012, and will be adjusted by the rate of return on the actuarial value of assets. Township contributions to PERS amounted to \$69,418 for 2016.

The employee contribution rate was 7.06% effective July 1, 2015 and increased to 7.20% effective July 1, 2016. Subsequent increases after October 1, 2011, are being phased in over seven years effective on each July 1st to bring the total pension contribution rate to 7.5% of base salary as of July 1, 2018.

Net Pension Liability and Pension Expense - At December 31, 2016, the Township's proportionate share of the PERS net pension liability is valued to be \$2,219,787. The net pension liability was measured as of June 30, 2016. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of June 30, 2015, to the measurement date of June 30, 2016. The Township's proportion of the net pension liability was based on the Township's actual contributions to the plan relative to the total of all participating employers' contributions for the year ended June 30, 2016. The Township's proportion measured as of June 30, 2016, was .00749%, which was a decrease of .00058% from its proportion measured as of June 30, 2015.

Balances at December 31, 2016 and December 2015

	<u>December 31, 2016</u>	<u>December 31, 2015</u>
Actutuarial valuation date	July 1, 2016	July 1, 2015
Net Pension Liability	\$ 2,219,787.00	\$ 1,812,536.00
Township's portion of the Plan's total		
Net Pension Liability	0.00749%	0.00807%

For the year ended December 31, 2016, the Township had an allocated pension expense of \$137,293.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

M. PENSION OBLIGATIONS (CONTINUED)

A. Public Employees' Retirement System (PERS): (Continued)

Actuarial Assumptions – The collective total pension liability for the June 30, 2016, measurement date was determined by an actuarial valuation as of July 1, 2015, which was rolled forward to June 30, 2016. This actuarial valuation used the following actuarial assumptions:

Inflation Rate	3.08%
Salary Increases Through 2016	1.65 - 4.15% Based on Age
Thereafter	20.65 - 5.15% Based on Age
Investment Rate of Return	7.65%

Mortality rates were based on the RP-2000 Combined Healthy Male and Female Mortality Tables (setback two years for males and seven years for females) with adjustments for mortality improvements from the base year of 2013 using a generation approach based on the plan actuary's modified MP-2014 projection scale.

The actuarial assumptions used in the July 1, 2015, valuation were based on the results of an actuarial experience study for the period July 1, 2011 to June 30, 2014.

Long-Term Expected Rate of Return - In accordance with State statute, the long-term expected rate of return on plan investments 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.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

M. PENSION OBLIGATIONS (CONTINUED)

A. Public Employees' Retirement System (PERS): (Continued)

Best estimates of arithmetic real rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2016, are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Cash	5.00%	0.87%
U.S. Treasuries	1.50%	1.74%
Investment Grade Credit	8.00%	1.79%
Mortgages	2.00%	1.67%
High Yield Bonds	2.00%	4.56%
Inflation-Indexed Bonds	1.50%	3.44%
Broad US Equities	26.00%	8.53%
Developed Foreign Equities	13.25%	6.83%
Emerging Market Equities	6.50%	9.95%
Private Equity	9.00%	12.40%
Hedge Fund / Absolute Return	12.50%	4.68%
Real Estate (Property)	2.00%	6.91%
Commodities	0.50%	5.45%
Global Debt Ex U.S.	5.00%	-0.25%
REIT	5.25%	5.63%

Discount Rate - The discount rate used to measure the total pension liability was 3.98% as of June 30, 2016. The single blended discount rate was based on long-term expected rate of return on pension plan investments of 7.65%, and a municipal bond rate of 2.85% as of June 30, 2016, based on the Bond Buyer Go 20-Bond Municipal Bond Index which includes tax-exempt general obligation municipals bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the average of the last five years of contributions made in relation to the last five years of 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 2034. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2034, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

Sensitivity of the Township's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate - The following presents the Township's proportionate share of the net pension liability calculated using the discount rate as disclosed above, as well as what the Township's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

M. PENSION OBLIGATIONS (CONTINUED)

A. Public Employees' Retirement System (PERS): (Continued)

	At 1% decrease (2.98%)	At current discount rate (3.98%)	At 1% increase (4.98%)
Local	\$ 2,720,090	\$ 2,219,787	\$ 1,806,744

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued PERS financial statements.

B. Police and Firemen's Retirement System (PFRS)

Plan Description – The State of New Jersey, Police and Firemen's Retirement System (PFRS) is a cost-sharing multiple-employer defined benefit pension plan administered by the State of New Jersey, Division of Pensions and Benefits. For additional information about PFRS, please refer to the Division's Comprehensive Annual Financial Report (CAFR) which can be found at www.state.nj.us/treasury/pensions/annrpts.shtml

The vesting and benefit provisions are set by N.J.S.A. 43:16A. PFRS provides retirement as well as death and disability benefits. All benefits vest after ten years of service, except disability benefits which vest after four years of service.

The following represents the membership tiers for PFRS:

<u>Tier</u>	<u>Definition</u>
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, as defined, 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 if 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.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

M. PENSION OBLIGATIONS (CONTINUED)

B. Police and Firemen's Retirement System (PFRS): (Continued)

Contributions - The contribution policy for PFRS is set by N.J.S.A. 43:16A and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's contribution amount is based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. For fiscal year 2016, the State contributed an amount less than the actuarially determined amount. The Local employers' contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PFRS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012, and will be adjusted by the rate of return on the actuarial value of assets. Township contributions to PFRS amounted to \$293,776 for 2016.

The employee contributions for PFRS are 10.00% of employees' annual compensation, as defined.

Special Funding Situation - 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 are considered to be a special funding situation as defined by GASB Statement No. 68 and the State is treated as a non-employer 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 to report in the financial statements of the local participating employers related to this legislation.

Net Pension Liability and Pension Expense - At December 31, 2016, the Township's proportionate share of the PFRS net pension liability is valued to be \$6,882,857. The net pension liability was measured as of June 30, 2016. The total pension liability used to calculate the net pension liability was determined using updated procedures to roll forward the total pension liability from an actuarial valuation as of June 30, 2015, to the measurement date of June 30, 2016. The Township's proportion of the net pension liability was based on the Township's actual contributions to the plan relative to the total of all participating employers' contributions for the year ended June 30, 2016. The Township's proportion measured as of June 30, 2016, was .03603%, which was a decrease of .00268 from its proportion measured as of June 30, 2015.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

M. PENSION OBLIGATIONS (CONTINUED)

B. Police and Firemen's Retirement System (PFRS): (Continued)

	<u>December 31, 2016</u>	<u>December 31, 2015</u>
Actutuarial valuation date	July 1, 2015	July 1, 2015
Net Pension Liability	\$ 6,882,857.00	\$ 6,447,192.00
Township's portion of the Plan's total		
Net Pension Liability	0.03603%	0.03871%

For the year ended December 31, 2016, the Township had an allocated pension expense of \$146,853.

Additionally, the State's proportionate share of the net pension liability attributable to the Township is \$577,989 as of December 31, 2016. The net pension liability was measured as of June 30, 2016. The total pension liability used to calculate the net pension liability was determined using updated procedures to roll forward the total pension liability from an actuarial valuation as of June 30, 2016, to the measurement date of June 30, 2016. The State's proportion of the net pension liability associated with the Township was based on a projection of the Township's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. The State's proportion measured as of June 30, 2016, was .03603%, which was a decrease of .00267% from its proportion measured as of June 30, 2016, which is the same proportion as the Township's.

Township's Proportionate Share of the Net Pension Liability	\$ 6,882,857.00
State's Proportionate Share of the Net Pension Liability Associated with the Township	<u>577,989.00</u>
Total Net Pension Liability	<u><u>\$ 7,460,846.00</u></u>

For the year ended December 31, 2016, the Township's total allocated pension expense was \$73,823.

Actuarial Assumptions – The collective total pension liability for the June 30, 2016, measurement date was determined by an actuarial valuation as of July 1, 2015, which was rolled forward to June 30, 2016. This actuarial valuation used the following actuarial assumptions:

Inflation Rate	3.08%
Salary Increases Through 2016	2.10 - 8.98% Based on Age
Thereafter	3.10 - 9.98% Based on Age
Investment Rate of Return	7.65%

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

M. PENSION OBLIGATIONS (CONTINUED)

B. Police and Firemen's Retirement System (PFRS): (Continued)

Pre-Retirement mortality rates were based on the RP-2000 Pre-Retirement 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 two years using the plan actuary's modified 2014 projection scales, which was further projected on a generational basis using the plan actuary's modified 2014 projection scales. Post-Retirement Mortality Tables projected thirteen years using Projection Scale BB and then two years using the plan actuary's modified 2014 projected scales, which was further projected on a generational basis using the plan actuary's modified 2014 scales. Disability mortality rates were based on special mortality tables used for the period after disability retirement.

The actuarial assumptions used in the July 1, 2015, valuation were based on the results of an actuarial experience study for the period July 1, 2010 to June 30, 2013.

Long-Term Expected Rate of Return - In accordance with State statute, the long-term expected rate of return on plan investments (7.65% at June 30, 2016) 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 real rates of return for each major asset class included in PFRS's target asset allocation as of June 30, 2016, are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Cash	5.00%	0.87%
U.S. Treasuries	1.50%	1.74%
Investment Grade Credit	8.00%	1.79%
Mortgages	2.00%	1.67%
High Yield Bonds	2.00%	4.56%
Inflation-Indexed Bonds	1.50%	3.44%
Broad US Equities	26.00%	8.53%
Developed Foreign Equities	13.25%	6.83%
Emerging Market Equities	6.50%	9.95%
Private Equity	9.00%	12.40%
Hedge Fund / Absolute Return	12.50%	4.68%
Real Estate (Property)	2.00%	6.91%
Commodities	0.50%	5.45%
Global Debt Ex U.S.	5.00%	-0.25%
REIT	5.25%	5.63%
	<u>100.00%</u>	

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

M. PENSION OBLIGATIONS (CONTINUED)

B. Police and Firemen's Retirement System (PFRS): (Continued)

Discount Rate - The discount rate used to measure the total pension liability was 5.55% as of June 30, 2016. The single blended discount rate was based on long-term expected rate of return on pension plan investments of 7.65%, and a municipal bond rate of 2.85% as of June 30, 2016, based on the Bond Buyer Go 20-Bond Municipal Bond Index which includes tax-exempt general obligation municipals bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers and the non-employer contributing entity will be made on the average of the last five years of 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 2050. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2050, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

Sensitivity of the Township's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate - The following presents the Township's proportionate share of the net pension liability calculated using the discount rate as disclosed above, as well as what the Township's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

	At 1% decrease (4.55%)	At current discount rate (5.55%)	At 1% increase (6.55%)
Local	\$ 9,620,215	\$ 7,460,846	\$ 5,700,012

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued PERS financial statements.

C. Defined Contribution Retirement Program

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

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

M. PENSION OBLIGATIONS (CONTINUED)

B. Police and Firemen's Retirement System (PFRS): (Continued)

The contribution requirements of plan members are determined by State statute. In accordance with Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007, plan members are required to contribute 5.5% of their annual covered salary. In addition to the employee contributions, the Township's contribution amounts for each pay period are transmitted to Prudential Financial not later than the fifth business day after the date on which the employee is paid for that pay period.

The Township currently has one employee enrolled in DCRP.

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

N. POST-RETIREMENT HEALTH BENEFIT PLAN

Chapter 384 of Public Laws 1987 and Chapter 6 of Public Laws 1990 required PERS to fund post-retirement medical benefits for those State employees who retire after reaching 60 and accumulating 25 years of credited service. P.L. 2007, c. 103 amended the law to eliminate the funding of post-retirement medical benefits through the PERS system. It created separate funds outside of the pension plans for the funding and payment of post-retirement medical benefits for retired State employees. As of June 30, 2015, there were 107,314 retirees eligible for post-retirement medical benefits. The cost of these benefits is funded through contributions by the State in accordance with Chapter 62, P.L. 1994. Funding of post-retirement medical premiums changed from a pre-funding basis to a pay-as-you-go basis beginning in fiscal year 1994.

The State is also responsible for the cost attributable to Chapter 126, P.L. 1992, which provides free health benefits to members of PERS and the Alternative Benefit Program. The State paid \$214.1 million toward Chapter 126 benefits for 19,056 eligible retired members in Fiscal Year 2015.

O. ASSESSMENTS AND COLLECTION OF PROPERTY TAXES

New Jersey statutes require that taxable valuation of real property be prepared by the Township Tax Assessor as of October 1 in each year and filed with the County Board of Taxation (the "Board") by January 10 of the following year. Upon the filing of certified adopted budgets by the Township, Regional School District and County, the tax rate is struck by the Board based on the certified amounts in each of the taxing districts for collection to fund the budgets. Pursuant to statute, this process is to be completed on or before May 3, with a completed duplicate of the tax rolls to be delivered to the Township Tax Collector (the "Collector") on or before May 13th.

Tax bills are prepared then mailed by the Collector of the Township annually and set forth the final tax for the tax year. The bill contains a credit for preliminary amounts billed previously with the balance payable in equal installments on August 1st and November 1st of the tax year. In addition, the property owner receives a preliminary bill for the succeeding year based on one-half of the prior year's tax. The preliminary payments are due and payable on February 1st and May

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

O. ASSESSMENTS AND COLLECTION OF PROPERTY TAXES (CONTINUED)

1st. The New Jersey Statutes allow a grace period of 10 days for each payment period and the Township granted this option to taxpayers. Taxes become delinquent if not paid on the installment dates and become subject to interest penalties of 8% or 18% of the amount delinquent. If taxes are delinquent on or after April 1st of the succeeding year, the delinquent amount is subject to "Tax Sale" which places a tax lien on the property allowing the holder to enforce the tax lien by collection or foreclosure. New Jersey property tax laws establish a tax lien on real estate as of January 1st of the current tax year even though the amount due is not known.

P. CAPITAL ASSETS

The following schedule is a summarization of the changes in General Capital Assets by Source for the year ended December 31, 2016:

	Balance December 31, 2015	Additions	Deletions	Balance December 31, 2016
General Fixed Assets:				
Land	\$ 2,923,500.00			\$ 2,923,500.00
Buildings & Improvements	1,451,308.00			1,451,308.00
Vehicles & Equipment	1,102,708.00	\$ 50,492.27		1,153,200.27
Total	5,477,516.00	50,492.27	\$ -	5,528,008.27
Total Investment in General Fixed Assets	\$ 5,477,516.00	\$ 50,492.27	\$ -	\$ 5,528,008.27

Q. FUND BALANCE

The fund balance remaining in the Current Fund at December 31, 2016, is \$1,700,916.86. Of that amount, \$202,250.00 is appropriated in the 2016 budget as introduced. The fund balance in the General Capital Fund at December 31, 2016, is \$25,242.17.

R. LITIGATION

The Township is a defendant in several legal proceedings that are in various stages of litigation. In the opinion of the administration, the outcome of these lawsuits will not have a material adverse effect on the accompanying financial statements.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

NOTES TO FINANCIAL STATEMENTS

S. DEFERRED CHARGES TO BE RAISED IN SUCCEEDING BUDGETS

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2016, the following deferred charges are shown on the statement of assets, liabilities, reserves and fund balance of the following fund:

	<u>Balance December 31, 2016</u>	<u>2017 Budget Appropriation</u>	<u>Succeeding Years</u>
Current Fund			
Emergency Appropriation	\$ 248,000.00	\$ 49,600.00	\$ 198,400.00
Total	<u>\$ 248,000.00</u>	<u>\$ 49,600.00</u>	<u>\$ 198,400.00</u>

The appropriations in the 2017 Budget are not less than that required by statute.

T. CASH MANAGEMENT PLAN

The Township's cash management plan includes the approval of Township money to be transferred to or from the Riverside Sewerage Authority in order to temporarily support cash flow. On January 31, 2013, the Township loaned the Riverside Sewerage Authority a total of \$150,000. As of December 31, 2016, the balance of \$36,119.08 is due from the Riverside Sewerage Authority to the Township.

U. SUBSEQUENT EVENTS

On January 30, 2017, pursuant to Ordinance 2016-04 the Township authorized the refunding of the 2007 Bonds, the Township authorized Resolution 2017-34 to provide for the issuance and sale of general obligation refunding bonds, Series 2017 to the Burlington County Bridge Commission in an aggregate principal amount not to exceed \$1,760,000.

On June 19, 2017, the Township authorized Bond Ordinance 2017-4 authorizing repaving and/or reconstruction of various roads, improvement and upgrades to various inlets and repairs to the Municipal Building in the amount of \$350,000 consisting of a down payment of \$17,500 and authorizing bonds in the amount of \$332,500.

SUPPLEMENTAL SCHEDULES

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-1

**CURRENT FUND
SCHEDULE OF CASH - TREASURER**

Year Ended December 31, 2016

	<u>Regular</u>	<u>Federal and State Grant Fund</u>
Balance Dec. 31, 2015	\$ 2,123,066.34	\$ 382,356.10
Increased by Receipts:		
Tax Collector	\$ 13,568,987.75	
Due State of New Jersey:		
Senior Citizen and Veteran Deductions	70,965.07	
State Training Fees	8,179.00	
Division of Youth and Family Services	1,390.00	
Revenue Accounts Receivable	1,591,892.48	
2016 Appropriation Refunds	226,868.32	
Miscellaneous Revenue Not Anticipated	113,354.74	
Taxes Receivable - Homestead Rebate	284,206.14	
Tax Title Liens Receivable	110,086.85	
Special Emergency Note	248,000.00	
Riverside Sewerage Authority	6,742.05	
Due Animal Control Fund	6,209.62	
Due Trust Other Funds	32,467.43	
Petty Cash Fund	200.00	
Matching Funds		\$ 3,558.75
Federal and State Grants Receivable		129,403.71
	<u>16,269,549.45</u>	<u>132,962.46</u>
	18,392,615.79	515,318.56
Decreased by Disbursements:		
2016 Appropriations	5,605,824.71	
2015 Appropriation Reserves	62,780.40	
Tax Overpayment Refunds	38,058.07	
County Taxes Payable	1,723,787.31	
Due County - Added and Omitted Taxes	1,413.51	
Local District School Taxes Payable	8,282,379.98	
Special District Taxes Payable	460,211.00	
Riverside Sewerage Authority	18,412.30	
Due Trust Other Funds	80,968.34	
Due State of New Jersey:		
State Training Fees	8,400.00	
Division of Youth and Family Services	1,420.00	
Petty Cash Fund	200.00	
Operations - Refund of Prior Year Revenue	130.00	
Matching Funds	3,558.75	
Federal and State Grants Appropriated		197,259.88
	<u>16,287,544.37</u>	<u>197,259.88</u>
Balance Dec. 31, 2016	<u>\$ 2,105,071.42</u>	<u>\$ 318,058.68</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-2

**CURRENT FUND
SCHEDULE OF CASH – COLLECTOR**

Year Ended December 31, 2016

Balance Dec. 31, 2015		\$	923,188.83
Increased by:			
Taxes Receivable	\$	14,602,389.63	
Prepaid Taxes		69,637.43	
Tax Overpayments		17,906.07	
Miscellaneous Revenues Anticipated:			
Interest and Cost on Taxes		75,947.57	
Miscellaneous Revenue Not Anticipated		<u>5,292.70</u>	
			<u>14,771,173.40</u>
			15,694,362.23
Decreased by Disbursements:			
Payments to Treasurer			<u>13,568,987.75</u>
Balance Dec. 31, 2016		\$	<u><u>2,125,374.48</u></u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-3

**CURRENT FUND
SCHEDULE OF CHANGE FUND AND PETTY CASH FUNDS**

Year Ended December 31, 2016

Balance Dec. 31, 2015	\$	700.00
Increased by:		
Received from Treasurer		<u>200.00</u>
		900.00
Decreased by:		
Returned to Treasurer		<u>200.00</u>
Balance Dec. 31, 2016	\$	<u><u>700.00</u></u>

Summary of Balance as of December 31, 2016

Petty Cash Funds:

Police	\$	100.00
Treasurer		<u>100.00</u>

\$ 200.00

Change Funds:

Collector		<u>500.00</u>
	\$	<u><u>700.00</u></u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-4

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

Year Ended December 31, 2016

Year	Balance Dec. 31, 2015	Additional	Levy	2015	<u>Collections</u> 2016	Due from State of New Jersey	Canceled	Transferred to Tax Title Liens	Balance Dec. 31, 2016
2010	\$ 85.27								\$ 85.27
2014	15,374.66				\$ 7,613.58		\$ 4,349.82		3,411.26
2015	350,916.03	\$ 9,284.93			356,157.07				4,043.89
	366,375.96	9,284.93	-	-	363,770.65	-	4,349.82	-	7,540.42
2016	-		\$ 15,297,184.48	\$ 116,101.01	14,522,825.12	\$ 79,373.46	\$ 54,098.67	\$ 133,963.78	390,822.44
	<u>\$ 366,375.96</u>	<u>\$ 9,284.93</u>	<u>\$ 15,297,184.48</u>	<u>\$ 116,101.01</u>	<u>\$ 14,886,595.77</u>	<u>\$ 79,373.46</u>	<u>\$ 58,448.49</u>	<u>\$ 133,963.78</u>	<u>\$ 398,362.86</u>

Analysis of 2016 Tax Levy

Tax Yield

General Purpose Tax	\$ 14,836,949.22
Special District Taxes	460,235.26
	<u>\$ 15,297,184.48</u>

Tax Levy

Local District School Tax	\$ 8,490,140.00
County Taxes:	
County Tax	\$ 1,422,169.58
County Open Space Preservation Tax	169,330.44
County Library Tax	132,287.29
	<u>1,723,787.31</u>
Due County for Added and Omitted Taxes	<u>577.10</u>
Total County Taxes	1,724,364.41
Special District Taxes:	
Fire	460,211.00
Local Tax for Municipal Purposes	4,619,080.29
Add: Additional Tax Levied	<u>3,388.78</u>
Total Local Tax for Municipal Purposes	<u>4,622,469.07</u>
	<u>\$ 15,297,184.48</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-5

**CURRENT FUND
SCHEDULE OF TAX TITLE LIENS RECEIVABLE**

Year Ended December 31, 2016

Balance Dec. 31, 2015		\$	372,546.40
Increased by:			
Transferred from Taxes Receivable	\$	133,963.78	
Interest and Costs from Tax Sale		<u>27,000.20</u>	
			<u>160,963.98</u>
			533,510.38
Decreased by:			
Receipts - Treasurer		110,086.85	
Receipts Collected by Trust Other Fund		<u>7,102.92</u>	
			<u>117,189.77</u>
Balance Dec. 31, 2016		\$	<u><u>416,320.61</u></u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-6

**CURRENT FUND
SCHEDULE OF PROPERTY ACQUIRED FOR TAXES
Year Ended December 31, 2016**

Balance December 31, 2016 and 2015	\$	<u><u>154,500.00</u></u>
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**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-7

**CURRENT FUND
SCHEDULE OF DUE TO/FROM STATE OF NEW JERSEY VETERANS' AND SENIOR CITIZENS'
DEDUCTIONS**

Year Ended December 31, 2016

Balance Dec. 31, 2015		\$	5,406.00
Increased by:			
Cash Received			<u>70,965.07</u>
			76,371.07
Decreased by:			
Accrued in 2016:			
Veterans' and Senior Citizens' Deductions per Billings	\$	79,625.00	
Veterans' and Senior Citizens' Deductions Allowed by Tax Collector		<u>4,000.00</u>	
		83,625.00	
Deduct:			
Deductions Disallowed by Tax Collector for 2016 Taxes		<u>4,251.54</u>	
		\$	79,373.46
Deduct:			
Deductions Disallowed by Tax Collector for 2015 Taxes		<u>9,284.93</u>	
			<u>70,088.53</u>
Balance Dec. 31, 2016		\$	<u><u>6,282.54</u></u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-8

**CURRENT FUND
SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE**

Year Ended December 31, 2016

	Balance <u>Dec. 31, 2015</u>	Accrued <u>in 2016</u>	Collected by <u>Treasurer</u>	Balance <u>Dec. 31, 2016</u>
Municipal Clerk:				
Licenses:				
Alcoholic Beverages		\$ 28,564.00	\$ 28,564.00	
Other Licenses		62,003.00	62,003.00	
Construction Code Official:				
Uniform Construction Code Fees		114,957.00	114,957.00	
Rental Registration		88,640.00	88,640.00	
Property Maintenance Fees		24,999.37	24,999.37	
Municipal Court Fines and Costs	\$ 8,444.44	134,575.45	133,970.91	\$ 9,048.98
Consolidated Municipal Property Tax Relief Aid		43,697.00	43,697.00	
Energy Receipts Tax		745,175.00	745,175.00	
Uniform Fire Safety		12,430.50	12,430.50	
School Resource Officer		46,500.00	46,500.00	
Cable TV Franchise Fees		22,349.51	22,349.51	
Riverside Sewerage Authority - Lease Agreement		55,000.00	55,000.00	
Riverside Sewerage Authority - Capital Improvements		89,254.00	89,254.00	
Riverside Sewerage Authority - Interest on Bond Anticipation Notes		3,748.05	3,748.05	
Riverside Sewerage Authority - Reserve for Payment of Notes		43,500.00	43,500.00	
Riverside Sewerage Authority Restricted Authority Cash		77,104.14	77,104.14	
	<u>\$ 8,444.44</u>	<u>\$ 1,592,497.02</u>	<u>\$ 1,591,892.48</u>	<u>\$ 9,048.98</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-9

**CURRENT FUND
SCHEDULE OF PRIOR YEAR APPROPRIATION RESERVES**

Year Ended December 31, 2016

	Balance Dec. 31, 2015				
	<u>Encumbered</u>	<u>Reserved</u>	<u>Balance After Transfers</u>	<u>Paid or Charged</u>	<u>Balance Lapsed</u>
OPERATIONS--WITHIN "CAPS"					
General Government					
Administrative and Executive					
Salaries and Wages		\$ 122.50	\$ 122.50		\$ 122.50
Other Expenses		6.78	6.78		6.78
Mayor and Township Committee					
Salaries and Wages		99.80	99.80		99.80
Financial Administration					
Salaries and Wages		123.36	123.36		123.36
Other Expenses		177.57	177.57		177.57
Assessment of Taxes					
Salaries and Wages		193.56	193.56		193.56
Other Expenses		169.27	169.27	\$ 169.27	
Collection of Taxes					
Salaries and Wages		3,746.79	3,746.79		3,746.79
Other Expenses	\$ 109.98	385.73	495.71	176.65	319.06
Legal Services and Costs					
Other Expenses		458.44	458.44	202.50	255.94
Engineering Services and Costs					
Other Expenses		597.12	1,536.15	1,536.15	
Municipal Land Use Law (N.J.S.40:55D-1):					
Planning Board					
Other Expenses	1,446.43	909.62	2,356.05	666.88	1,689.17
Insurance					
Workers' Compensation		173.00	173.00		173.00
Employee Group Insurance		6,044.75	6,044.75		6,044.75
Dental		6,328.27	6,328.27		6,328.27
Municipal Clerk					
Other Expenses	227.15	6,923.06	5,728.88	671.84	5,057.04
Municipal Court					
Salaries and Wages		508.95	508.95		508.95
Other Expenses	109.98	921.13	1,031.11	186.21	844.90
Police					
Salaries and Wages		7,888.16	7,888.16		7,888.16
Other Expenses	1,653.98		2,014.92	671.92	1,343.00
Fire					
Other Expenses		233.01	233.01		233.01
Municipal Prosecutor					
Other Expenses		326.00	326.00		326.00
Office of Emergency Management					
Other Expenses		39.10	39.10		39.10
Road Repairs and Maintenance					
Salaries and Wages		909.59	909.59		909.59
Other Expenses	396.41	2,814.89	3,211.30	396.41	2,814.89
Public Buildings and Grounds					
Other Expenses	1,020.80	5,178.90	6,199.70	823.00	5,376.70
Garbage and Trash					
Other Expenses		16,687.71	16,687.71	14,651.42	2,036.29
Vehicle Maintenance					
Other Expenses		1,389.82	1,389.82	983.88	405.94

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-9

**CURRENT FUND
SCHEDULE OF PRIOR YEAR APPROPRIATION RESERVES (CONTINUED)**

Year Ended December 31, 2016

	Balance Dec. 31, 2015				
	<u>Encumbered</u>	<u>Reserved</u>	<u>Balance After Transfers</u>	<u>Paid or Charged</u>	<u>Balance Lapsed</u>
<u>OPERATIONS--WITHIN "CAPS" (CONT'D)</u>					
<u>Health and Welfare</u>					
Vital Statistics					
Other Expenses		\$ 469.00	\$ 469.00		\$ 469.00
Parks and Recreation					
Other Expenses		4.82	4.82		4.82
Celebration of Public Events					
Other Expenses		430.72	430.72		430.72
<u>Uniform Construction Code --</u>					
Appropriations Offset by Dedicated Revenues					
Construction Office					
Other Expenses	\$ 312.95	1,257.76	1,592.95	\$ 1,592.95	
<u>Unclassified</u>					
Street Lighting		8,973.97	9,630.79	9,630.79	
Gasoline/Diesel Fuel		20,676.57	20,676.57	8,736.05	11,940.52
Water		1,311.24	1,311.24		1,311.24
Natural Gas		1,654.35	1,654.35	710.18	944.17
Electricity		5,538.48	4,881.66	793.61	4,088.05
Telephone	376.98	124.68	600.78	600.78	
Trash Disposal		21,261.63	21,261.63	19,579.91	1,681.72
Total Operations - within "CAPS"	<u>5,654.66</u>	<u>125,060.10</u>	<u>130,714.76</u>	<u>62,780.40</u>	<u>67,934.36</u>
Total Appropriations	<u>\$ 5,654.66</u>	<u>\$ 125,060.10</u>	<u>\$ 130,714.76</u>	<u>\$ 62,780.40</u>	<u>\$ 67,934.36</u>
Disbursed				\$ 62,780.40	
Refunded					
				\$ 62,780.40	

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-10

**CURRENT FUND
SCHEDULE OF DUE TO STATE OF NEW JERSEY - MARRIAGE FEES
December 31, 2016**

Balance Dec. 31, 2015	\$ 600.00
Increased by:	
Fees Collected	<u>1,390.00</u>
	1,990.00
Decreased by:	
Disbursed	<u>1,420.00</u>
Balance Dec. 31, 2016	<u>\$ 570.00</u>

SA-11

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

**CURRENT FUND
SCHEDULE OF DUE TO STATE OF NEW JERSEY -- STATE TRAINING FEES
Year Ended December 31, 2016**

Balance Dec. 31, 2015	\$ 1,110.00
Increased by:	
Fees Collected	<u>8,179.00</u>
	9,289.00
Decreased by:	
Payments	<u>8,400.00</u>
Balance Dec. 31, 2016	<u>\$ 889.00</u>

SA-12

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

**CURRENT FUND
SCHEDULE OF DUE TO STATE OF NEW JERSEY - VITAL STATISTICS FEES
Year Ended December 31, 2016**

Balance Dec. 31, 2016 and 2015	<u>\$ 580.00</u>
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**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-13

**CURRENT FUND
SCHEDULE OF TAX OVERPAYMENTS**

Year Ended December 31, 2016

		\$	26,411.29
Increased by:			
Receipts - Collector			<u>17,906.07</u>
			44,317.36
Decreased by:			
Refunds Disbursed by Treasurer	\$	38,058.07	
Canceled		0.50	
Application to Prepaid Taxes		<u>4,749.65</u>	
			<u>42,808.22</u>
		\$	<u>1,509.14</u>

SA-14

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

**CURRENT FUND
SCHEDULE OF PREPAID TAXES
Year Ended December 31, 2016**

Balance Dec. 31, 2015 (2016 Taxes)		\$	116,101.01
Increased by:			
Collections - 2017 Taxes	\$	69,637.43	
Overpayments Applied		<u>4,749.65</u>	
			<u>74,387.08</u>
			190,488.09
Decreased by:			
Application to 2016 Taxes Receivable			<u>116,101.01</u>
Balance Dec. 31, 2016 (2017 Taxes)		\$	<u>74,387.08</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-15

**CURRENT FUND
SCHEDULE OF COUNTY TAXES PAYABLE**

Year Ended December 31, 2016

Increased by:	
Levy - 2016	\$ 1,723,787.31
Decreased by:	
Payments	<u>\$ 1,723,787.31</u>

SA-16

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

**CURRENT FUND
SCHEDULE OF DUE TO COUNTY FOR ADDED AND OMITTED TAXES
Year Ended December 31, 2016**

Balance Dec. 31, 2015	\$ 836.41
Increased by:	
County Share of Added Omitted Taxes	<u>577.10</u>
	1,413.51
Decreased by:	
Payments	<u>\$ 1,413.51</u>

SA-17

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

**CURRENT FUND
SCHEDULE OF SPECIAL DISTRICT TAXES PAYABLE
Year Ended December 31, 2016**

Increased by:	
Levy -- Riverside Fire District	\$ 460,211.00
Decreased By:	
Payments	<u>\$ 460,211.00</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-18

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

Year Ended December 31, 2016

Balance Dec. 31, 2015:		
School Tax Payable	\$ 1,403,013.00	
School Tax Deferred	<u>2,634,398.00</u>	
		\$ 4,037,411.00
Increased by:		
Levy - School Year July 1, 2016 to June 30, 2017		<u>8,490,140.00</u>
		12,527,551.00
Decreased by:		
Payments		<u>8,282,379.98</u>
Balance Dec. 31, 2016:		
School Tax Payable	1,610,773.02	
School Tax Deferred	<u>2,634,398.00</u>	
		<u>\$ 4,245,171.02</u>
2016 Liability:		
Tax Paid		\$ 8,282,379.98
Add: Tax Payable Dec. 31, 2016		<u>1,610,773.02</u>
		9,893,153.00
Less: Tax Payable Dec. 31, 2015		<u>1,403,013.00</u>
Amount Charged to Operations		<u>\$ 8,490,140.00</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-19

**CURRENT FUND
SCHEDULE OF SPECIAL EMERGENCY NOTES PAYABLE**

December 31, 2016

<u>Date Authorized</u>	<u>Purpose</u>	<u>Net Amount Authorized</u>	<u>1/5 of Net Amount Authorized</u>	<u>Added in 2016</u>	<u>Balance Dec. 31, 2016</u>
11/17/2016	Tax Map Preparation and Revaluation	\$ 248,000.00	\$ 49,600.00	<u>\$ 248,000.00</u>	<u>\$ 248,000.00</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-20

**CURRENT FUND
STATEMENT OF DEFERRED CHARGES**

December 31, 2016

<u>Purpose</u>	<u>Balance Dec. 31, 2015</u>	<u>Raised in 2016 Budget</u>
Expenditure without Appropriation	<u>\$ 8,335.09</u>	<u>\$ 8,335.09</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-21

**CURRENT FUND
SCHEDULE OF DUE FROM RIVERSIDE SEWERAGE AUTHORITY**

Year Ended December 31, 2016

Balance Dec. 31, 2015		\$	24,448.83
Increased by:			
Disbursements:			
Disbursed to Riverside Sewerage Authority	\$	6,245.20	
Current Fund Disbursed on Behalf of Riverside Sewerage Authority		<u>12,167.10</u>	
			<u>18,412.30</u>
			42,861.13
Decreased by:			
Receipts:			
Current Fund Received on Behalf of Riverside Sewerage Authority			<u>6,742.05</u>
Balance Dec. 31, 2016		\$	<u><u>36,119.08</u></u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-22

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

Year Ended December 31, 2016

	Balance Dec. 31, 2015	Accrued	Received	Balance Dec. 31, 2016
Program:				
Federal Grants:				
NJ Department of Transportation Grant		\$ 100,000.00	\$ 75,000.00	\$ 25,000.00
Small Cities Grant		100,000.00		100,000.00
Highway Traffic Safety Grants:				
Drive Sober or Get Pulled Over		5,000.00	5,000.00	
Click It or Ticket		4,600.00	4,600.00	
Total Federal Grants	\$ -	209,600.00	84,600.00	125,000.00
State Grants:				
Alcohol Education and Rehabilitation				
Body Armor Replacement	399.00	1,863.38	1,863.38	399.00
Clean Cities Coalition	274.90			274.90
Clean Communities Grant		18,331.16	18,331.16	
Delanco Township	3,620.00			3,620.00
Drunk Driving Enforcement Grant		5,617.20	5,617.20	
Hazardous Discharge Site Remediation Grant	80,113.55			80,113.55
Municipal Drug Alliance (C.A.S.A.)	84,381.13	14,235.00	3,672.09	94,944.04
NADDI Grant		5,000.00	5,000.00	
Recycling Tonnage Grant		10,319.88	10,319.88	
Relocation Assistance	9,212.00			9,212.00
State Highway Safety Grant	2,500.00			2,500.00
Total State Grants	180,500.58	55,366.62	44,803.71	191,063.49
Total All Grants	\$ 180,500.58	\$ 264,966.62	\$ 129,403.71	\$ 316,063.49

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-23

**FEDERAL AND STATE GRANT FUND
SCHEDULE OF RESERVE FOR FEDERAL AND STATE GRANTS - UNAPPROPRIATED**

Year Ended December 31, 2016

	<u>Balance Dec. 31, 2015</u>	<u>Grants Receivable</u>	<u>Realized as Miscellaneous Revenue</u>	<u>Balance Dec. 31, 2016</u>
Program:				
Federal Grants:				
Highway Traffic Safety Grants:				
Drive Sober or Get Pulled Over		\$ 5,000.00	\$ 5,000.00	
Click It or Ticket		4,600.00	4,600.00	
NJ Department of Transportation Grant		100,000.00	100,000.00	
Small Cities Grant		100,000.00	100,000.00	
Total Federal Grants	<u>\$ -</u>	<u>209,600.00</u>	<u>209,600.00</u>	<u>\$ -</u>
State Grants:				
Body Armor Replacement Fund		1,863.38		1,863.38
Clean Communities Grant		18,331.16	18,331.16	
Drunk Driving Enforcement Grant		5,617.20		5,617.20
Hazardous Discharge Site Remediation Grant	106,281.00		106,281.00	
Municipal Drug Alliance (C.A.S.A.)		14,235.00	14,235.00	
NADDI Grant		5,000.00	5,000.00	
Recycling Tonnage Grant		10,319.88	10,319.88	
Total State Grants	<u>106,281.00</u>	<u>55,366.62</u>	<u>154,167.04</u>	<u>7,480.58</u>
Total All Grants	<u>\$ 106,281.00</u>	<u>\$ 264,966.62</u>	<u>\$ 363,767.04</u>	<u>\$ 7,480.58</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SA-24

**FEDERAL AND STATE GRANT FUND
SCHEDULE OF RESERVE FOR FEDERAL AND STATE GRANTS - APPROPRIATED**

Year Ended December 31, 2016

	Balance Dec. 31, 2015	Transferred from 2016 Budget Appropriation	Encumbrances Canceled	Decreased	Balance Dec. 31, 2016
Program:					
Federal Grants:					
Highway Traffic Safety Grants:					
Distracted Driving	\$ 5,000.00				\$ 5,000.00
Click It or Ticket Grant	9,600.00	\$ 4,600.00		\$ 7,950.00	6,250.00
Drive Sober or Get Pulled Over	5,000.00	5,000.00		6,414.90	3,585.10
NJ Department of Transportation Grant		100,000.00		100,000.00	
Small Cities Grant		100,000.00			100,000.00
Riverside Cracks Down	0.17				0.17
Help America Vote	377.00				377.00
Total Federal Grants	19,977.17	209,600.00	\$ -	114,364.90	115,212.27
State Grants:					
Alcohol Education and Rehabilitation	7,371.26			2,862.78	4,508.48
Body Armor Replacement Grant	6,657.80			3,586.12	3,071.68
Clean Communities Grant	38,995.03	18,331.16		31,188.52	26,137.67
Cultural Heritage Grant	2,246.00				2,246.00
Domestic Violence	6,990.00				6,990.00
Drunk Driving Enforcement Grant	30,524.98			1,417.25	29,107.73
Hazardous Discharge Site Remediation Grant	198,057.42	106,281.00		16,982.25	287,356.17
Municipal Drug Alliance (C.A.S.A.)	98,491.04	17,793.75	954.75	9,484.81	107,754.73
NADDI Grant		5,000.00			5,000.00
Recycling Tonnage Grant	14,188.06	10,319.88		15,873.00	8,634.94
Relocation Assistance	3,549.55				3,549.55
Reserve for Stormwater Grant	10,680.34				10,680.34
State Highway Safety Grant	14,977.28				14,977.28
Supplemental Fire Services Grant	2,915.00			2,915.00	
Total State Grants	435,643.76	157,725.79	954.75	84,309.73	510,014.57
Total All Grants	\$ 455,620.93	\$ 367,325.79	\$ 954.75	\$ 198,674.63	\$ 625,226.84
Grant Awards		\$ 363,767.04			
Township Matching Funds		3,558.75			
		<u>\$ 367,325.79</u>			
Disbursed				\$ 197,259.88	
Reserve for Encumbrances				1,414.75	
				<u>\$ 198,674.63</u>	

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SB-1

**TRUST FUNDS
SCHEDULE OF CASH AND RECONCILIATION – TREASURER**

Year Ended December 31, 2016

	<u>Animal Control</u>	<u>Other</u>
Balance Dec. 31, 2015	\$ 33,710.42	\$ 71,167.37
Increased by Receipts:		
Reserve for Animal Control Expenditures	\$ 11,156.80	
Due State of New Jersey	1,029.00	
Due Current Fund	139.00	\$ 7,113.62
Reserve for Trust Other Funds		129,273.46
Net Payroll and Payroll Deductions Payable		2,607,202.93
	<u>12,324.80</u>	<u>2,743,590.01</u>
	46,035.22	2,814,757.38
Decreased by Disbursements:		
Due State of New Jersey	1,023.60	
Expenditures Under R.S. 4:19-15.11	15,285.47	
Due Current Fund	6,196.42	9,341.67
Reserve for Encumbrances		17,555.53
Reserve for Trust Other Funds		33,731.72
Net Payroll and Payroll Deductions Payable		2,598,377.60
	<u>22,505.49</u>	<u>2,659,006.52</u>
Balance Dec. 31, 2016	<u>\$ 23,529.73</u>	<u>\$ 155,750.86</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SB-2

**TRUST FUNDS
SCHEDULE OF CASH AND RECONCILIATION - COLLECTOR**

Year Ended December 31, 2016

Balance Dec. 31, 2015		\$ 427,563.47
Increased by Receipts:		
Reserve for Tax Title Lien Redemptions	\$ 547,671.97	
Due Current Fund	<u>7,102.92</u>	
		<u>554,774.89</u>
		982,338.36
Decreased by Disbursements:		
Reserve for Tax Title Lien Redemptions	\$ 536,307.55	
Reserve for Tax Title Lien Premiums	<u>200,581.36</u>	
		<u>736,888.91</u>
Balance Dec. 31, 2016		<u><u>\$ 245,449.45</u></u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SB-3

**TRUST FUNDS
SCHEDULE OF RESERVE FOR ANIMAL CONTROL FUND EXPENDITURES**

Year Ended December 31, 2016

Balance Dec. 31, 2015		\$ 27,514.00
Increased by:		
Receipts:		
Dog License Fees	\$ 11,156.80	
Receipts in Current Fund on Behalf of Animal Control Fund	<u>13.20</u>	
		<u>11,170.00</u>
		38,684.00
Decreased by:		
Expenditures Under R.S.4:19-15.11:		
Disbursements	15,285.47	
Encumbrances	<u>103.46</u>	
		<u>15,388.93</u>
Balance Dec. 31, 2016		<u><u>\$ 23,295.07</u></u>

License Fees Collected

<u>Year</u>	<u>Amount</u>
2015	\$ 15,112.80
2014	<u>13,603.00</u>
	<u><u>\$ 28,715.80</u></u>

Note: R.S. 4:19-15.11

"... there shall be transferred from such special account to the general funds of the municipality any amount then in such account which is in excess of the total amount paid into said special account during the last two fiscal years next preceding."

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SB-4

TRUST FUNDS

SCHEDULE OF DUE TO STATE OF NEW JERSEY – ANIMAL CONTROL

Year Ended December 31, 2016

Increased by:

Dog License Fees Collected

\$ 1,029.00

Decreased by:

Disbursed to State of New Jersey

1,023.60

Balance Dec. 31, 2016

\$ 5.40

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SB-5

**TRUST FUNDS
SCHEDULE OF DUE TO CURRENT FUND – ANIMAL CONTROL**

Year Ended December 31, 2016

<hr/>	
Balance Dec. 31, 2015	\$ 6,196.42
Increased by:	
Receipts Collected on Behalf of Current Fund	<u>139.00</u>
	6,335.42
Decreased by:	
Disbursements:	
Interfund Returned	\$ 6,196.42
Receipts Collected by Current Fund on Behalf of Animal Control Fund	<u>13.20</u>
	<u>6,209.62</u>
Balance Dec. 31, 2016	<u><u>\$ 125.80</u></u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SB-6

**TRUST FUNDS
SCHEDULE OF DUE TO CURRENT FUND – TRUST OTHER**

Year Ended December 31, 2016

Balance Dec. 31, 2015				\$	51,006.21
Increased by:					
Receipts:					
Treasurer:					
Interest Earned	\$	5.11			
Interfund Receipt		1,837.52			
Trust Other Received on Behalf of Current Fund		<u>5,270.99</u>			
			\$	7,113.62	
Collector - Trust Other Received on Behalf of Current Fund				<u>7,102.92</u>	
			\$	14,216.54	
Current Fund Disbursed on Behalf of Trust Other				<u>79,130.82</u>	
					<u>93,347.36</u>
					144,353.57
Decreased by:					
Disbursed:					
Treasurer:					
Interest Earned Due Current	\$	4.34			
Interfund Loans Returned		8,001.33			
Trust Other Disbursed on Behalf of Current Fund		<u>1,336.00</u>			
				9,341.67	
Current Fund Received on Behalf of Trust Other				<u>24,466.10</u>	
					<u>33,807.77</u>
Balance Dec. 31, 2016				\$	<u>110,545.80</u>
<u>Analysis of Balance December 31, 2016</u>					
Treasurer:					
Accumulated Absences	\$	605.16			
Payroll Trust		5,772.51			
Police Outside Services		95,301.99			
Public Defender Trust		(1,394.16)			
Escrow Planning Board		(483.49)			
K-9 Unit Trust		1,900.70			
Explorer's Program		500.00			
Law Enforcement Fund		600.00			
Collector:					
Tax Title Lien Redemptions				<u>7,743.09</u>	
					<u>\$ 110,545.80</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SB-7

**TRUST FUNDS
SCHEDULE OF CHANGES IN TRUST OTHER RESERVES**

Year Ended December 31, 2016

Reserve	Balance Dec. 31, 2015	Increased			Decreased			Balance Dec. 31, 2016
		Receipts	Due Current Fund	Accounts Receivable	Disbursements	Due Current Fund	Encumbrances	
Reserve for Developers' Escrow Deposits	\$ 12,434.10	\$ 91,023.13		\$ 19,078.62	\$ 19,402.89		\$ 42,816.62	\$ 60,316.34
Reserve for POAA	986.33	70.00						1,056.33
Reserve for Public Defender	3,024.00	3,114.80			4,250.00			1,888.80
Reserve for Police Outside Services			\$ 24,466.10	51,664.02		\$ 76,130.12		
Reserve for Special Law Enforcement Funds	2,846.47	2,933.16				600.00		5,179.63
Reserve for Premiums Received at Tax Sale	380,881.36				200,581.36			180,300.00
Reserve for Tax Title Lien Redemptions	46,041.94	547,671.97			536,307.55			57,406.36
Reserve for Explorer's Program Donations	5,553.29	5,082.37			4,506.85	500.00	96.00	5,532.81
Reserve for K-9 Unit		6,980.00			5,079.30	1,900.70		
Reserve for Recreation Trust Fund		70.00						70.00
Reserve for Storm Recovery		5,000.00						5,000.00
Reserve for Accumulated Sick Leave		15,000.00						15,000.00
Reserve for Flexible Spending	492.68				492.68			
	<u>\$ 452,260.17</u>	<u>\$ 676,945.43</u>	<u>\$ 24,466.10</u>	<u>\$ 70,742.64</u>	<u>\$ 770,620.63</u>	<u>\$ 79,130.82</u>	<u>\$ 42,912.62</u>	<u>\$ 331,750.27</u>
Treasurer		\$ 129,273.46			\$ 33,731.72			
Collector		<u>547,671.97</u>			<u>736,888.91</u>			
		<u>\$ 676,945.43</u>			<u>\$ 770,620.63</u>			

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SB-8

**TRUST FUNDS
SCHEDULE OF PAYROLL DEDUCTIONS PAYABLE**

Year Ended December 31, 2016

Balance Dec. 31, 2015	\$ 21,546.90
Increased by:	
Receipts:	
Net Pay and Payroll Deductions Payable	<u>2,607,202.93</u>
	2,628,749.83
Decreased by:	
Disbursed:	
Net Pay and Payroll Deductions Payable	<u>2,598,377.60</u>
Balance Dec. 31, 2016	<u><u>\$ 30,372.23</u></u>

Analysis of Balance December 31, 2016

Pension	\$ 21,572.87
DCRP	114.81
Social Security	103.32
Deferred Compensation	(5,955.00)
Flexible Spending Accounts	2,775.42
AFLAC	(1,433.62)
Health Benefit Contributions	3,826.93
Dues	63.93
Roth	2,140.00
Miscellaneous	<u>7,163.57</u>
	<u><u>\$ 30,372.23</u></u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SB-9

**TRUST OTHER FUNDS
SCHEDULE OF RESERVE FOR ENCUMBRANCES**

Year Ended December 31, 2016

Balance Dec. 31, 2015		\$	17,555.53
Increased by:			
Encumbrances Created			
Explorer's Program	\$	96.00	
Escrow Planning Board		<u>42,816.62</u>	
			<u>42,912.62</u>
			60,468.15
Decreased by:			
Disbursed			<u>17,555.53</u>
Balance Dec. 31, 2016		\$	<u><u>42,912.62</u></u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SB-10

**TRUST OTHER FUNDS
SCHEDULE OF POLICE OUTSIDE SERVICES RECEIVABLE**

Year Ended December 31, 2016

Balance Dec. 31, 2015		\$	43,637.97
Increased by:			
Disbursements - Current Fund			<u>76,130.12</u>
			119,768.09
Decreased by:			
Receipts - Current Fund			<u>24,466.10</u>
Balance Dec. 31, 2016		\$	<u><u>95,301.99</u></u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SC-1

**GENERAL CAPITAL FUND
SCHEDULE OF GENERAL CAPITAL CASH**

Year Ended December 31, 2016

Balance Dec. 31, 2015		\$ 1,094,889.52
Increased by Receipts:		
Grant Receivable	\$ 174,000.00	
Current Fund Budget Appropriation:		
Capital Improvement Fund	20,500.00	
Bond Anticipation Notes	<u>2,794,650.00</u>	
		<u>2,989,150.00</u>
		4,084,039.52
Decreased by Disbursements:		
Improvement Authorizations	831,653.50	
Contracts Payable	198,237.60	
Reserve for Encumbrances	7,878.55	
Bond Anticipation Notes	<u>2,405,150.29</u>	
		<u>3,442,919.94</u>
Balance Dec. 31, 2016		<u><u>\$ 641,119.58</u></u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SC-2

**GENERAL CAPITAL FUND
ANALYSIS OF GENERAL CAPITAL CASH AND INVESTMENTS**

Year Ended December 31, 2016

		Receipts		Disbursements			Transfers		Balance (Deficit) Dec. 31, 2016
	Balance (Deficit) Dec. 31, 2015	Bond Anticipation Notes	Miscellaneous	Improvement Authorizations	Bond Anticipation Notes	Miscellaneous	From	To	
Fund Balance	\$ 25,241.17							\$ 1.00	\$ 25,242.17
Reserve to Pay Debt	50,224.82								50,224.82
Capital Improvement Fund	6,346.00		\$ 20,500.00				\$ 20,500.00		6,346.00
Federal and State Grants Receivable	(399,000.00)		174,000.00						(225,000.00)
Reserve for Encumbrances	8,041.75					\$ 7,878.55	163.20	63,825.33	63,825.33
Contracts Payable	198,342.45					198,237.60	104.85	40,770.04	40,770.04
Reserve for Improvements	29,450.95							0.05	29,451.00
Grants Awarded - Reserved for Future Improvements	100,600.00								100,600.00
Improvement Authorizations:									
1994-11 Various Improvements	15,000.00								15,000.00
07/15/02 Resurfacing Various Streets & Roads, Improvements to Drainage, AA Field, Lighting & Landscaping	(20,970.00)								(20,970.00)
2003-08 Resurfacing Various Streets & Roads, Acquisition of Equipment and Improvements to Public Works Building	(90,472.00)								(90,472.00)
2004-05 Improvements to Public Works Building, Acquisition of Real Property and Ambulance, & Various Improvements to Franklin St. Parking Lot	116,545.00			\$ 22,500.00					94,045.00
2005-17 Improvements to Rancocas Ave from 8th to Chester & Webster									
2006-05 Improvements to Parks, Reconstruction and Repair to Filmore, Taylor, Kossuth & Fairview Streets, Acquisition of Dump Truck and Installation of Inlets & Basins	171,984.67			223,819.00			48,699.67		(100,534.00)
2006-17 Acquisition of Certain Parcels of Real Property to Facilitate the Golden Triangle Redevelopment Plan	233,261.43	\$ 339,558.90		4,893.00	\$ 339,558.90				228,368.43
2007-01 Various Capital Improvements	11,294.86								11,294.86
2007-19 Acquisition of Real Property and Rehabilitation & Renovation of Municipal Building	3,149.00								3,149.00
2008-10 Filmore, Taylor, & Kossuth Streets Reconstruction, Acquisition of Animal Control Truck & Ambulance	(5,091.63)	115,050.00			115,050.00		0.05		(5,091.68)
2009-01 Acquisition of Police Vehicle		31,881.00			31,881.00				
2009-07 Various Capital Improvements	(257,212.00)								(257,212.00)
2010-16 Various Capital Improvements		94,030.00			94,030.00				
2011-02 Various Capital Improvements	(168,874.41)	143,160.00		6,139.36	143,160.00				(175,013.77)
2012-04 Various Capital Improvements, Rehabilitation & Acquisition of Equipment	302,170.57	544,137.10		31,377.71	544,137.39		2,705.66		268,086.91
2013-03 Various Capital Improvements & Acquisition of Equipment	12,457.75	215,833.00			215,833.00			163.20	12,620.95
2014-07 Various Capital Improvements & Acquisition of Equipment	129,959.12	332,500.00		44,776.96	332,500.00		2,971.04	104.85	82,315.97
2015-09 Various Capital Improvements	622,440.02	589,000.00		433,626.62	589,000.00		37,800.00		151,013.40
2016-08 Various Capital Improvements		389,500.00		64,520.85			12,420.00	20,500.00	333,059.15
2016-17 Refunding Issue									
	\$ 1,094,889.52	\$ 2,794,650.00	\$ 194,500.00	\$ 831,653.50	\$ 2,405,150.29	\$ 206,116.15	\$ 125,364.47	\$ 125,364.47	\$ 641,119.58

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SC-3

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

Year Ended December 31, 2016

Balance Dec. 31, 2015		\$ 1,881,000.00
Decreased by:		
2016 Budget Appropriations:		
Serial Bonds	\$ 112,000.00	
Capital Leases	<u>64,000.00</u>	
		<u>176,000.00</u>
Balance Dec. 31, 2016		<u>\$ 1,705,000.00</u>
<u>Analysis of Balance December 31, 2016</u>		
Capital Leases Payable		\$ 66,000.00
Serial Bonds		<u>1,639,000.00</u>
		<u>\$ 1,705,000.00</u>

SC-4

**RIVERSIDE TOWNSHIP
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

**GENERAL CAPITAL FUND
SCHEDULE OF STATE AND FEDERAL GRANTS RECEIVABLE**

December 31, 2016

Balance Dec. 31, 2015	\$ 399,000.00
Decreased by:	
Receipts	<u>174,000.00</u>
Balance Dec. 31, 2016	<u>\$ 225,000.00</u>
<u>Analysis of Balance December 31, 2016</u>	
County Grants:	
County Parks	<u>\$ 225,000.00</u>
Balance Dec. 31, 2016	<u>\$ 225,000.00</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SC-5

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

Year Ended December 31, 2016

Ordinance Number	Improvement Description	Balance Dec. 31, 2015	2016 Authorizations	Adjustments	Notes Funded by Budget Appropriation	Balance Dec. 31, 2016	Analysis of Balance Dec. 31, 2016		
							Bond Anticipation Notes	Expenditures	Unexpended Improvement Authorizations
07/15/02	Resurfacing Various Streets & Roads, Drainage Improvements, Field Improvements to AA Field, and Lighting & Landscaping Improvements	\$ 32,442.00				\$ 32,442.00		\$ 20,970.00	\$ 11,472.00
2003-08	Resurfacing Various Streets & Roads, Acquisition of Equipment & Improvements to Public Works Building	295,221.00				295,221.00		90,472.00	204,749.00
2004-05	Improvements to Public Works Building, Acquisition of Real Property from NJ Transit, Acquisition of Ambulance and Various Improvements to Franklin St Parking Lot	171,000.00				171,000.00			171,000.00
2006-17	Acquisition of Certain Parcels of Real Property to Facilitate the Golden Triangle Redevelopment Plan	1,308,068.00			\$ 12,127.10	1,295,940.90	\$ 339,558.90		956,382.00
2008-10	Filmore, Taylor, & Kossuth Streets Reconstruction, Acquisition of Animal Control Truck & Ambulance	126,139.00				126,139.00	115,050.00	5,091.28	5,997.72
2009-01	Acquisition of Police Vehicle	33,250.00				33,250.00	31,881.00		1,369.00
2009-07	Various Capital Improvements	257,212.00				257,212.00		257,212.00	
2010-16	Various Capital Improvements	95,000.00				95,000.00	94,030.00		970.00
2011-02	Various Capital Improvements	330,600.00				330,600.00	143,160.00	175,015.21	12,424.79
2012-04	Various Capital Improvements, Rehabilitation & Acquisition of Equipment	636,118.00		\$ 0.29	91,980.61	544,137.10	544,137.10		
2013-03	Various Capital Improvements & Acquisition of Equipment	228,000.00			12,167.00	215,833.00	215,833.00		
2014-07	Various Capital Improvements & Acquisition of Equipment	332,500.00				332,500.00	332,500.00		
2015-09	Various Capital Improvements	617,500.00			28,500.00	589,000.00	589,000.00		
2016-08	Various Capital Improvements		\$ 389,500.00			389,500.00	389,500.00		
2016-17	Refunding Issue		240,000.00			240,000.00			240,000.00
		<u>\$ 4,463,050.00</u>	<u>\$ 629,500.00</u>	<u>\$ 0.29</u>	<u>\$ 144,774.71</u>	<u>\$ 4,947,775.00</u>	<u>\$ 2,794,650.00</u>	<u>\$ 548,760.49</u>	<u>\$ 1,604,364.51</u>
Improvement Authorizations Unfunded									\$ 2,444,462.13
Less Unexpended Proceeds of Bond Anticipation Notes									
Ordinance Number:									
2010-16									\$ 1.24
2012-04									268,087.20
2013-03									12,370.95
2014-07									82,315.97
2015-09									149,763.40
2016-08									327,559.15
									<u>\$ 840,097.91</u>
									<u>\$ 1,604,364.22</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SC-6

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

Year Ended December 31, 2016

Balance Dec. 31, 2015	\$ 6,346.00
Increased by:	
Receipts - 2016 Budget Appropriation	<u>20,500.00</u>
	26,846.00
Decreased by:	
Appropriation to Finance	
Improvement Authorizations	<u>20,500.00</u>
Balance Dec. 31, 2016	<u><u>\$ 6,346.00</u></u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SC-7

**GENERAL CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS**

Year Ended December 31, 2016

Ordinance Number	Improvement Description	Date	Ordinance Amount	Balance Dec. 31, 2015		Authorizations	Paid or Charged	Prior Year Contracts Payable and Encumbrances Canceled	Adjustment	Balance Dec. 31, 2016	
				Funded	Unfunded					Funded	Unfunded
1994-11	Various Capital Improvements	10/10/94	\$ 565,000.00	\$ 15,000.00						\$ 15,000.00	
2001-04	Resurfacing Various Streets & Roads, Drainage Improvements, Field Improvements to AA Field, and Lighting & Landscaping Improvements	07/23/01	485,000.00		\$ 11,472.00					\$ 11,472.00	
2003-08	Resurfacing Various Streets & Roads, Acquisition of Equipment & Improvements to Public Works Building	09/15/03	427,500.00		204,749.00						204,749.00
2004-05	Improvements to Public Works Building, Acquisition of Real Property from NJ Transit, Acquisition of Ambulance and Various Improvements to Franklin St Parking Lot	10/18/04	747,500.00	116,544.00	171,000.00		\$ 22,500.00			94,044.00	171,000.00
2006-05	Improvements to Parks, Reconstruction and Repair to Filmore, Taylor, Kossuth & Fairview Streets, Acquisition of Dump Truck, Installation of Inlets & Basins	04/26/06	835,000.00	272,518.67			272,518.67				
2006-17	Acquisition of Certain Parcels of Real Property to Facilitate the Golden Triangle Redevelopment Plan	07/26/06	1,675,000.00	132,726.23	956,382.00		4,893.00			127,833.23	956,382.00
2007-01	Various Capital Improvements	03/19/07	855,500.00	11,295.86						11,295.86	
2007-19	Acquisition of Real Property and Rehabilitation & Renovation of Municipal Building	11/29/07	1,000,000.00	3,150.00						3,150.00	
2008-10	Filmore, Taylor, & Kossuth Streets Reconstruction, Acquisition of Animal Control Truck & Ambulance	10/20/08	286,410.00		5,997.72						5,997.72
2009-01	Acquisition of Police Vehicle	03/16/09	35,000.00		1,369.00						1,369.00
2010-16	Various Capital Improvements	08/16/10	280,000.00		971.24						971.24
2011-02	Various Capital Improvements	02/23/11	748,000.00		18,564.15		6,139.36				12,424.79
2012-04	Various Capital Improvements, Rehabilitation & Acquisition of Equipment	05/21/12	1,101,800.00		302,170.57		34,083.37		\$ 0.29		268,086.91
2013-03	Various Capital Improvements & Acquisition of Equipment	11/25/13	571,000.00	250.00	12,207.75			\$ 163.20		250.00	12,370.95
2014-07	Various Capital Improvements & Acquisition of Equipment	10/06/14	771,000.00		129,958.12		47,747.00	104.85			82,315.97
2015-09	Various Capital Improvements	08/31/15	650,000.00	4,940.02	617,500.00		471,426.62			1,250.00	149,763.40
2016-08	Various Capital Improvements	06/20/16	410,000.00			\$ 410,000.00	76,940.85			5,500.00	327,559.15
2016-17	Refunding Issue	12/19/16	240,000.00			240,000.00					240,000.00
				<u>\$ 556,424.78</u>	<u>\$ 2,432,341.55</u>	<u>\$ 650,000.00</u>	<u>\$ 936,248.87</u>	<u>\$ 268.05</u>	<u>\$ 0.29</u>	<u>\$ 258,323.09</u>	<u>\$ 2,444,462.13</u>
Deferred Charges to Future Taxation Unfunded Capital Improvement Fund						\$ 629,500.00					
						20,500.00					
						<u>\$ 650,000.00</u>					
Disbursements							\$ 831,653.50				
Contracts Payable							40,770.04				
Reserve for Encumbrances							63,825.33				
							<u>\$ 936,248.87</u>				
								\$ 104.85			
Contracts Payable Canceled								163.20			
Encumbrances Canceled								<u>\$ 268.05</u>			

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SC-8

**GENERAL CAPITAL FUND
SCHEDULE OF CONTRACTS PAYABLE**

Year Ended December 31, 2016

Balance Dec. 31, 2015		\$ 198,342.45
Increased by:		
Contracts Awarded and Charged to Improvement Authorizations		<u>40,770.04</u>
		239,112.49
Decreased by:		
Disbursements	\$ 198,237.60	
Canceled	<u>104.85</u>	
		<u>198,342.45</u>
Balance Dec. 31, 2016		<u><u>\$ 40,770.04</u></u>

Schedule of Contracts Payable December 31, 2016

<u>Vendor</u>	<u>Ordinance Number</u>	<u>Amount</u>
Pennoni Associates	2014-07	\$ 2,970.04
Pennoni Associates	2015-09	<u>37,800.00</u>
		<u><u>\$ 40,770.04</u></u>

SC-9

**RIVERSIDE TOWNSHIP
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

**GENERAL CAPITAL FUND
SCHEDULE OF RESERVE FOR ENCUMBRANCES
Year Ended December 31, 2016**

Balance Dec. 31, 2015		\$ 8,041.75
Increased by:		
Charges to Improvement Authorizations		<u>63,825.33</u>
		71,867.08
Decreased by:		
Disbursements	\$ 7,878.55	
Canceled	<u>163.20</u>	
		<u>8,041.75</u>
Balance Dec. 31, 2016		<u><u>\$ 63,825.33</u></u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SC-10

**GENERAL CAPITAL FUND
SCHEDULE OF CAPITAL LEASE PAYABLE**

Year Ended December 31, 2016

<u>Purpose</u>	<u>Date of Issue</u>	<u>Amount of Original Issue</u>	<u>Payment Schedule</u>		<u>Interest Rate</u>	<u>Balance</u>	<u>Paid By Budget</u>	<u>Balance</u>
			<u>Date</u>	<u>Amount</u>		<u>Dec. 31, 2015</u>	<u>Appropriation</u>	<u>Dec. 31, 2016</u>
Burlington County Bridge Commission Lease	07/16/02	\$ 1,420,000.00	07/15/17	\$ 66,000.00	5.250%	<u>\$ 130,000.00</u>	<u>\$ 64,000.00</u>	<u>\$ 66,000.00</u>
						<u>\$ 130,000.00</u>	<u>\$ 64,000.00</u>	<u>\$ 66,000.00</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SC-11

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

Year Ended December 31, 2016

<u>Purpose</u>	<u>Date of Issue</u>	<u>Amount of Original Issue</u>	<u>Maturities of Bonds Outstanding Dec. 31, 2016</u>		<u>Rate</u>	<u>Balance Dec. 31, 2015</u>	<u>Paid By Budget Appropriation</u>	<u>Balance Dec. 31, 2016</u>
			<u>Date</u>	<u>Amount</u>				
2007 Bond Series	12/15/07	\$ 2,532,000.00	12/15/17	\$ 119,000.00	4.000%			
			12/15/18	125,000.00	4.000%			
			12/15/19	130,000.00	4.000%			
			12/15/20	135,000.00	5.000%			
			12/15/21	140,000.00	5.000%			
			12/15/22	145,000.00	5.000%			
			12/15/23	155,000.00	5.000%			
			12/15/24	160,000.00	5.000%			
			12/15/25	170,000.00	5.000%			
			12/15/26	180,000.00	5.000%			
			12/15/27	180,000.00	5.000%			
						<u>\$ 1,751,000.00</u>	<u>\$ 112,000.00</u>	<u>\$ 1,639,000.00</u>
						<u>\$ 1,751,000.00</u>	<u>\$ 112,000.00</u>	<u>\$ 1,639,000.00</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SC-12

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

Year Ended December 31, 2016

<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Date of Original Note Issue</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rate</u>	<u>Balance Dec. 31, 2015</u>	<u>Increased</u>	<u>Decreased</u>	<u>Balance Dec. 31, 2016</u>
2006-17	Acquisition of Certain Parcels of Real Property to Facilitate the Golden Triangle Redevelopment Plan	12/30/11 12/30/11	11/19/15 11/18/16	11/18/16 11/09/17	0.730% 2.000%	\$ 351,686.00	\$ 339,558.90	\$ 351,686.00	\$ 339,558.90
2012-04	Various Capital Improvements, Rehabilitation & Acquisition of Equipment	12/27/12 12/27/12	11/19/15 11/18/16	11/18/16 11/09/17	0.730% 2.000%	636,118.00	544,137.10	636,118.00	544,137.10
2013-03	Various Capital Improvements & Acquisition of Equipment	11/25/13 11/25/13	11/19/15 11/18/16	11/18/16 11/09/17	0.730% 2.000%	228,000.00	215,833.00	228,000.00	215,833.00
2014-07	Various Capital Improvements & Acquisition of Equipment	11/21/14 11/21/14	11/19/15 11/18/16	11/18/16 11/09/17	0.730% 2.000%	332,500.00	332,500.00	332,500.00	332,500.00
2008-10	Filmore, Taylor, & Kossuth Streets Reconstruction, Acquisition of Animal Control Truck & Ambulance	11/19/15 11/19/15	11/19/15 11/18/16	11/18/16 11/09/17	0.730% 2.000%	115,050.00	115,050.00	115,050.00	- 115,050.00
2009-01	Acquisition of Police Vehicle	11/19/15 11/19/15	11/19/15 11/18/16	11/18/16 11/09/17	0.730% 2.000%	31,881.00	31,881.00	31,881.00	31,881.00
2010-16	Various Capital Improvements	11/19/15 11/19/15	11/19/15 11/18/16	11/18/16 11/09/17	0.730% 2.000%	94,030.00	94,030.00	94,030.00	94,030.00
2011-02	Various Capital Improvements	11/19/15 11/19/15	11/19/15 11/18/16	11/18/16 11/09/17	0.730% 2.000%	143,160.00	143,160.00	143,160.00	143,160.00
2015-09	Various Capital Improvements	11/19/15 11/19/15	11/19/15 11/18/16	11/18/16 11/09/17	0.730% 2.000%	617,500.00	589,000.00	617,500.00	589,000.00
2016-08	Various Capital Improvements	11/18/16	11/18/16	11/09/17	2.000%		389,500.00		389,500.00
						<u>\$ 2,549,925.00</u>	<u>\$ 2,794,650.00</u>	<u>\$ 2,549,925.00</u>	<u>\$ 2,794,650.00</u>
Renewals							\$ 2,405,150.00	\$ 2,405,150.00	
Issued for Cash							389,500.00		
Paid by Capital Cash								0.29	
Paid by Budget Appropriation								144,774.71	
							<u>\$ 2,794,650.00</u>	<u>\$ 2,549,925.00</u>	

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SC-13

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

Year Ended December 31, 2016

<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Balance Dec. 31, 2015</u>	<u>2016 Authorizations</u>	<u>Notes Issued</u>	<u>Balance Dec. 31, 2016</u>
07/15/02	Resurfacing Various Streets & Roads, Drainage Improvements, Field Improvements to AA Field, and Lighting & Landscaping Improvements	\$ 32,442.00			\$ 32,442.00
2003-08	Resurfacing Various Streets & Roads, Acquisition of Equipment & Improvements to Public Works Building	295,221.00			295,221.00
2004-05	Improvements to Public Works Building, Acquisition of Real Property from NJ Transit, Acquisition of Ambulance and Various Improvements to Franklin St. Parking Lot	171,000.00			171,000.00
2006-17	Acquisition of Certain Parcels of Real Property to Facilitate the Golden Triangle Redevelopment Plan	956,382.00			956,382.00
2008-10	Filmore, Taylor, & Kossuth Streets Reconstruction, and Acquisition of Animal Control Truck & Ambulance	11,089.00			11,089.00
2009-01	Acquisition of Police Vehicle	1,369.00			1,369.00
2009-07	Various Capital Improvements	257,212.00			257,212.00
2010-16	Various Capital Improvements	970.00			970.00
2011-02	Various Capital Improvements	187,440.00			187,440.00
2016-08	Various Capital Improvements		\$ 389,500.00	\$ 389,500.00	
2016-17	Refunding Issue		240,000.00		240,000.00
		<u>\$ 1,913,125.00</u>	<u>\$ 629,500.00</u>	<u>\$ 389,500.00</u>	<u>\$ 2,153,125.00</u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SC-14

**GENERAL CAPITAL FUND
SCHEDULE OF RESERVE TO PAY DEBT**

Year Ended December 31, 2016

Balance Dec. 31, 2015	\$ 50,224.82
Increased By:	
Receipts	
	<hr/>
Balance Dec. 31, 2016	<u><u>\$ 50,224.82</u></u>

Analysis of Balance December 31, 2016	
From prior year	683.00
County Taser Program 2015-09	\$ 10,106.79
NJ DOT Road Programs	<u>39,435.03</u>
Balance Dec. 31, 2016	<u><u>\$ 50,224.82</u></u>

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

SE-1

**GENERAL FIXED ASSETS
SCHEDULE OF INVESTMENTS IN FIXED ASSETS**

Year Ended December 31, 2016

	Balance December 31, <u>2015</u>	<u>Additions</u>	<u>Deletions</u>	Balance December 31, <u>2016</u>
General Fixed Assets:				
Land	\$ 2,923,500.00			\$ 2,923,500.00
Buildings & Improvements	1,451,308.00			1,451,308.00
Vehicles & Equipment	1,102,708.00	\$ 50,492.27		1,153,200.27
Total	5,477,516.00	50,492.27	\$ -	5,528,008.27
Total Investment in General Fixed Assets	\$ 5,477,516.00	\$ 50,492.27	\$ -	\$ 5,528,008.27

INDEPENDENT AUDITORS' 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

To the Honorable Mayor and Members
of the Township Committee
Township of Riverside
County of Burlington
Riverside, New Jersey 08075

We have audited, 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 requirements of audit prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, the financial statements of the Township of Riverside (the "Township"), as of and for the year ended December 31, 2016, and the related notes to financial statements, which collectively comprise the Township's basic financial statements, and have issued our report thereon dated August 4, 2017, in which we expressed an adverse opinion on the conformity of the financial statements with accounting principles generally accepted in the United States of America due to differences between those principles and accounting practices 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 Township's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purposes of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township'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 Township'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.

**INDEPENDENT AUDITORS' 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*
(CONTINUED)**

Internal Control Over Financial Reporting (Continued)

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 significant deficiencies or material weaknesses and therefore, significant deficiencies or material weaknesses may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, we did identify three deficiencies in internal control, listed as 2016-001, 2016-002 and 2016-003 described in the accompanying schedule of General Comments and Recommendations that we consider to be significant deficiencies.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Township'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 two instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*, and which are described in the accompanying schedule of general comments and recommendations as findings 2016-002 and 2016-003.

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 Township's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Township's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Warren A. Broudy, CPA, CGFM, PSA, CGMA
Registered Municipal Accountant
License No. 554

MERCADIEN, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

August 4, 2017

SUPPLEMENTARY INFORMATION

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

OFFICIALS IN OFFICE AND SURETY BONDS

The following officials were in office at December 31, 2016:

<u>Name</u>	<u>Title</u>	<u>Amount of Bond</u>	<u>Name of Corporate Surety</u>
George Conard	Mayor		
Lorraine Hatcher	Deputy Mayor		
Tim LeConey (Resigned 7/17/16)	Committeeman		
Jason Frey (Effective 7/18/16)	Committeeman		
John Bienkowski	Committeeman		
Robert Prisco	Committeeman		
Tanyika Johns (Retired 3/20/16)	Tax Collector/Search Officer	\$ 1,000,000	A
Mindie Weiner (Effective 3/21/16)	Tax Collector/Search Officer	\$ 1,000,000	A
Linda Lewis	Treasurer/Chief Financial Officer	\$ 1,000,000	A
Meghan Jack	Township Administrator		
Susan Dydek	Deputy Tax Collector	\$ 50,000	B
Dennis P. McNerney	Municipal Court Judge	\$ 50,000	B
Marianne Ptaszewski	Court Administrator	\$ 50,000	B
Carl Cicali	Tax Assessor		
George Saponaro	Solicitor		
Pennoni Associates	Engineer		

(A) Municipal Excess Liability Joint Insurance Fund

(B) Blanket Surety Bond – Municipal Employees by Municipal Joint Insurance Fund in the amount of \$50,000

All of the bonds were examined and were properly executed.

TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY

**COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN FUND BALANCE –
CURRENT FUND**

Year Ended December 31, 2016

	YEAR 2016		YEAR 2015	
	AMOUNT	PERCENT	AMOUNT	PERCENT
Revenue and Other Income Realized				
Fund Balance Utilized	\$ 157,250.00	0.89%	\$ 106,260.00	4.02%
Miscellaneous - From Other Than Local Property Tax Levies	2,223,600.15	12.65%	1,874,447.68	9.82%
Collection of Delinquent Taxes & Tax Title Liens	480,960.42	2.74%	518,679.50	1.74%
Collection of Current Tax Levy	14,718,299.59	83.72%	14,483,517.77	84.42%
Total Income	17,580,110.16	100.00%	16,982,904.95	100.00%
Expenditures				
Budget Expenditures - Municipal Purposes	6,591,191.53	38.01%	5,637,979.96	33.57%
County Taxes	1,724,364.41	9.94%	1,744,830.20	15.09%
Local & Regional School Taxes	8,490,140.00	48.96%	8,335,409.00	49.09%
Fire District Taxes	460,211.00	2.65%	460,211.00	1.93%
Other Expenditures	74,554.15	0.43%	76,492.00	0.32%
Total Expenditures	17,340,461.09	100.00%	16,254,922.16	100.00%
Excess in Revenue to Fund Balance	239,649.07		727,982.79	
Adjustments to Income Before Fund Balance:				
Expenditures Included Above which are by Statute				
Deferred Charges to Budget of Succeeding Year	248,000.00		-	
Statutory Excess to Fund Balance	487,649.07		727,982.79	
Fund Balance January 1	1,370,517.79		748,795.00	
	1,858,166.86		1,476,777.79	
Less:				
Utilization as Anticipated Revenue	157,250.00		106,260.00	
Fund Balance December 31	\$ 1,700,916.86		\$ 1,370,517.79	

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

**COMPARISON OF TAX LEVIES AND COLLECTIONS, TAX RATES, DELINQUENT TAXES
AND TAX TITLE LIENS**

Year Ended December 31, 2016

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

<u>YEAR</u>	<u>TAX LEVY</u>	<u>CASH COLLECTIONS</u>	<u>PERCENTAGE OF COLLECTION</u>
2016	\$ 15,297,184.48	\$ 14,718,299.59	96.22%
2015	15,042,221.32	14,483,517.77	96.29%
2014	14,550,840.00	13,843,998.00	95.14%
2013	14,250,161.00	13,793,192.00	96.79%
2012	14,075,719.00	13,633,542.00	96.86%

Comparison of Tax Rate Information

	<u>2016</u>	<u>2015</u>	<u>2014</u>
Total Tax Rate	\$ 3.490	\$ 3.423	\$ 3.271
Apportionment of Tax Rate:			
Municipal	1.053	1.022	0.981
County	0.395	0.398	0.372
Local School	1.937	1.898	1.815
Fire District Tax	0.105	0.105	0.103

Net Valuation Taxable:

2016	<u>\$ 438,314,450.00</u>		
2015		<u>\$ 439,090,250.00</u>	
2014			<u>\$ 422,289,995.00</u>

Delinquent Taxes and Tax Title Liens

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

<u>YEAR ENDED DECEMBER 31</u>	<u>AMOUNT OF TAX TITLE LIENS</u>	<u>AMOUNT OF DELINQUENT TAXES</u>	<u>TOTAL DELINQUENT</u>	<u>PERCENTAGE OF TAX LEVY</u>
2016	\$ 416,320.61	\$ 398,362.86	\$ 814,683.47	5.33%
2015	372,546.40	366,375.96	738,922.36	4.91%
2014	150,797.00	546,955.00	697,752.00	4.80%

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

**PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION AND COMPARATIVE SCHEDULE OF
FUND BALANCE**

Year Ended December 31, 2016

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, was as follows:

<u>Year</u>	<u>Amount</u>
2016	\$ 154,500.00
2015	154,500.00
2014	154,500.00
2013	154,500.00
2012	154,500.00

Comparative Schedule of Fund Balance

<u>Current Fund</u>	<u>December 31</u>	<u>Utilized in Budget of Succeeding Year</u>	<u>Percentage of Fund Balance Used</u>
2016	\$ 1,700,916.86	\$ 202,250.00	11.89%
2015	1,370,517.79	157,250.00	11.47%
2014	748,795.00	106,260.00	14.19%
2013	57,688.00	20,324.00	35.23%
2012	255,594.00	199,000.00	77.86%

Collection of Interest on Delinquent Taxes

The statute provides the method for authorizing interest and the maximum rate to be charged for the nonpayment of taxes or assessments on or before the date when they would become delinquent.

On January 4, 2016, the governing body adopted the following resolution authorizing interest to be charged on delinquent taxes:

“BE IT RESOLVED by the Township Committee of the Township of Riverside, County of Burlington, State of New Jersey, the rate of interest charged on delinquent taxes or assessments on any installment made ten (10) days after the date upon which the same became payable, shall not exceed eight (8) percent per annum of the first One Thousand Five Hundred Dollars (\$1,500.00) of the delinquency, and eighteen (18) percent per annum on any amount in excess of One Thousand Five Hundred Dollars (\$1,500.00).

BE IT FURTHER RESOLVED, that where interest on delinquent tax payments is one dollar (\$1.00) or less, payment and collection of said interest is hereby waived.”

It appears from an examination of the Collector's record that interest was collected in accordance with the foregoing resolution.

Delinquent Taxes and Tax Title Liens

The delinquent taxes at December 31, 2016, included 2015, 2014 and 2010 real estate taxes only.

The last tax sale was held on September 15, 2016, and was complete.

Examination of Bills

A test check of paid bills was made and each bill, upon proper approval, was considered as a separate and individual contract unless the records disclosed it to be a partial payment or estimate.

Municipal Court

A separate report of the Municipal Court transactions was filed in accordance with the requirements of the Local Finance Board.

As part of the test of the Municipal Court records, no attempt was made to differentiate between fines due the Township, County, or State, or to pass upon the authenticity of the preparation and procedures for complaints issued.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

GENERAL COMMENTS AND FINDINGS

Year Ended December 31, 2016

Finding 2016-001:

Criteria:

Outstanding bank reconciliation adjustment amounts should be reviewed and disposed monthly.

Condition:

The General account bank reconciliation contains recurring unidentified amounts to balance the account.

Cause:

Unknown

Effect:

The bank reconciliation for the General account is incorrect.

Recommendation:

Unidentified amounts should be reviewed and disposed of accordingly.

View of Responsible Officials and Planned Corrective Action:

The responsible officials agree with the finding and will address the matter as part of their corrective action plan.

Uniform Construction Code

Finding 2016-002:

Criteria:

That construction code permit fees be charged in accordance with the Township ordinance establishing such rates and that accurate reports be properly maintained and analyzed on a monthly basis.

Condition:

It was noted during our examination of permit fees that there were ten (10) instances that occurred where incorrect permit fees were charged to applicants. Also, monthly Permit Fee Log reports did not accurately reflect fees established by Township ordinance.

Cause:

Unknown

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

GENERAL COMMENTS AND FINDINGS

Year Ended December 31, 2016

Effect:

Utilizing the incorrect permit fees created a billing shortfall of \$744 collectively to the applicants. Also, the monthly Permit Fee Log reports did not accurately reflect the transactions occurring during the year.

Recommendation:

Construction code permit fees should be charged in accordance with the Township ordinance establishing such rates and the monthly Permit Fee Log reports should be properly maintained and analyzed on a monthly basis.

View of Responsible Officials and Planned Corrective Action:

The responsible officials agree with the finding and will address the matter as part of their corrective action plan.

Finding 2016-003:

Criteria:

That all employees of the Township be paid in accordance with their approved salary.

Condition:

It was noted during the audit of payroll that the Township incorrectly paid one employee compared to the Township's approved salary amount by resolution.

Cause:

Unknown

Effect:

The employee was overpaid by \$12,015 compared to the Township's approved salary amount.

Recommendation:

That all employees be paid correctly compared to the Township's approved salary amounts.

View of Responsible Officials and Planned Corrective Action:

The responsible officials agree with the finding and will address the matter as part of their corrective action plan.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

STATUS OF PRIOR YEAR AUDIT FINDINGS AND RECOMMENDATIONS

Year Ended December 31, 2016

Prior Year Findings

In accordance with Government Auditing Standards, our procedures included a review of all prior year findings. The previous year finding has been corrected.

**TOWNSHIP OF RIVERSIDE
COUNTY OF BURLINGTON, STATE OF NEW JERSEY**

ACKNOWLEDGEMENT

Year Ended December 31, 2016

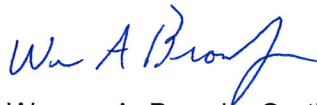
Acknowledgment

We received the complete cooperation of all the Township Officials and employees and we greatly appreciate the courtesies extended to the members of the audit team.

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

Should you have any questions concerning our comments or recommendations, or should you desire any assistance in implementing our recommendations, please call me.

Respectfully submitted,



Warren A. Broudy, Certified Public Accountant
Registered Municipal Accountant No. CR554

DATE