

**TOWNSHIP OF FAIRFIELD
COUNTY OF ESSEX
NEW JERSEY**

**REPORT ON
EXAMINATION OF ACCOUNTS
FOR THE YEAR 2018**

**SAMUEL KLEIN AND COMPANY
CERTIFIED PUBLIC ACCOUNTANTS**

**TOWNSHIP OF FAIRFIELD
COUNTY OF ESSEX, NEW JERSEY**

CONTENTS

<u>PART I</u>	<u>PAGE</u>
Independent Auditor's Report.....	2

FINANCIAL STATEMENTS

CURRENT FUND

EXHIBIT

A	Comparative Balance Sheet - Regulatory Basis	5
A-1	Comparative Operations and Change in Fund Balance - Regulatory Basis	7
A-2	Revenue - Regulatory Basis.....	8
A-2a	Revenue - Analysis of Miscellaneous Revenue - Regulatory Basis.....	9
A-2b	Revenue - Analysis of Tax Revenue - Regulatory Basis	10
A-2c	Revenue - Analysis of Other Licenses and Fees and Permits - Regulatory Basis	11
A-2d	Revenue - Analysis of Net Interfund Charge to Operations - Regulatory Basis	12
A-2e	Revenue - Analysis of Nonbudget Revenue - Regulatory Basis.....	13
A-3	Expenditures - Regulatory Basis	14

TRUST FUND

B	Comparative Balance Sheet - Regulatory Basis	21
B-1	Fund Balance - Assessment Trust Fund - Regulatory Basis	23

GENERAL CAPITAL FUND

C	Comparative Balance Sheet - Regulatory Basis	24
C-1	Fund Balance - Regulatory Basis.....	25

WATER UTILITY

D	Comparative Balance Sheet - Regulatory Basis	26
D-1	Comparative Operations and Changes in Fund Balance - Regulatory Basis	28

FINANCIAL STATEMENTS
(Continued)

WATER UTILITY
(Continued)

<u>EXHIBIT</u>		<u>PAGE</u>
D-2	Fund Balance - Capital Fund - Regulatory Basis	29
D-3	Revenue - Regulatory Basis.....	30
D-4	Expenditures - Regulatory Basis	31

SEWER UTILITY

E	Comparative Balance Sheet - Regulatory Basis	32
E-1	Comparative Operations and Changes in Fund Balance - Regulatory Basis	34
E-2	Fund Balance - Assessment Trust Fund - Regulatory Basis	35
E-3	Fund Balance - Capital Fund - Regulatory Basis	35
E-4	Revenue - Regulatory Basis.....	36
E-5	Expenditures - Regulatory Basis	37

SWIMMING POOL UTILITY

F	Comparative Balance Sheet - Regulatory Basis	38
F-1	Comparative Operations and Changes in Fund Balance - Regulatory Basis	39
F-2	Fund Balance - Capital Fund - Regulatory Basis	40
F-3	Revenue - Regulatory Basis.....	41
F-4	Expenditures - Regulatory Basis	42

PUBLIC ASSISTANCE TRUST FUND

G	Comparative Balance Sheet - Regulatory Basis	43
---	--	----

	<u>NOTES TO FINANCIAL STATEMENTS</u>	44 - 72
--	---	---------

SUPPLEMENTARY DATA

CURRENT FUND

<u>EXHIBIT</u>		<u>PAGE</u>
A-4	Cash Receipts, Disbursements and Reconciliation - Treasurer.....	73
A-5	Cash Receipts, Disbursements and Reconciliation - Tax Collector.....	74
A-6	Cash - Money Market Account.....	75
A-7	Change Funds.....	75
A-8	Due from State of New Jersey per Chapter 129, P.L. 1976.....	76
A-9	Taxes Receivable and Analysis of Property Tax Levy.....	77
A-10	Tax Title Liens.....	78
A-11	Property Acquired for Taxes at Assessed Valuation.....	78
A-12	Revenue Accounts Receivable.....	79
A-13	Interfunds Receivable - Current Fund.....	81
A-14	Interfunds Receivable - Federal and State Grant Fund.....	82
A-15	Deferred Charges - N.J.S. 40A:4-55 Special Emergency Authorization.....	83
A-16	Federal and State Grants Receivable.....	84
A-17	Appropriation Reserves.....	86
A-18	Tax Overpayments.....	89
A-19	Interfunds Payable.....	90
A-20	Reserve for Revaluation.....	91
A-21	County Taxes.....	92
A-22	Local School District Tax.....	92
A-23	Regional High School Taxes.....	93
A-24	Municipal Open Space Tax.....	94
A-25	Prepaid Taxes.....	94
A-26	Federal and State Grant Programs Appropriated.....	95
A-27	Unappropriated Reserves.....	99

TRUST FUND

B-2	Cash Receipts and Disbursements - Treasurer.....	100
B-3	Bank Reconciliations - December 31, 2018.....	101
B-4	Cash Receipts and Disbursements - Tax Collector.....	102
B-5	Cash - New Jersey Cash Management Fund.....	103
B-6	Analysis of Assessment Cash and Investments.....	104
B-7	Assessments Receivable.....	105
B-8	Assessment Lien Receivable.....	106
B-9	Due from Municipal Court.....	107
B-10	Interfunds Receivable.....	108
B-11	Prospective Assessments Funded.....	109
B-12	Amount to be Raised by Taxation for Cancelled Assessments.....	110
B-13	Community Development Block Grant Funds Receivable.....	111
B-14	Other Accounts Receivable.....	112
B-15	Deferred Charges (Overexpenditure of Tax Lien Account).....	113
B-16	Accounts Payable.....	113
B-17	Due to State of New Jersey.....	114
B-18	Interfunds Payable.....	115
B-19	Due to Municipal Court.....	116
B-20	Other Deposits.....	117

SUPPLEMENTARY DATA
(Continued)

TRUST FUND
(Continued)

<u>EXHIBIT</u>		<u>PAGE</u>
B-21	Redemption of Tax Title Liens.....	118
B-22	Premium on Tax Sale.....	118
B-23	Reserve for Assessments and Liens.....	119
B-24	Reserve for Animal Control Trust Fund Expenditures.....	120
B-25	Reserve for Municipal Open Space Trust Fund.....	121
B-26	Reserve for Recreation Program Expenditures.....	122
B-27	Reserve for Community Development Block Grant Expenditures.....	123
B-28	Reserve for State Unemployment Insurance Trust Fund Expenditures.....	124
B-29	Reserve for Outside Employment of Off-Duty Police Officers.....	124
B-30	Reserve for Municipal Alliance.....	125
B-31	Developers' Escrow Trust Funds.....	125

GENERAL CAPITAL FUND

C-2	Cash Receipts, Disbursements and Reconciliation - Treasurer.....	126
C-3	Cash - Money Market Account.....	127
C-4	Analysis of Capital Cash.....	128
C-5	Interfunds Receivable.....	131
C-6	Deferred Charges to Future Taxation - Funded.....	132
C-7	Deferred Charges to Future Taxation - Unfunded.....	133
C-8	Improvement Authorizations.....	134
C-9	Capital Improvement Fund.....	136
C-10	Interfunds Payable.....	137
C-11	Reserve for Contributions.....	138
C-12	Bond Anticipation Notes.....	139
C-13	Serial Bonds.....	140
C-14	Bonds and Notes Authorized but Not Issued.....	141

WATER UTILITY

D-5	Cash Receipts, Disbursements and Reconciliations - Treasurer.....	142
D-6	Cash Receipts and Disbursements - Water Collector.....	143
D-7	Cash - Money Market Account.....	144
D-8	Analysis of Water Utility Capital Cash and Investments.....	145
D-9	Interfunds Receivable.....	146
D-10	Consumer Accounts Receivable.....	147
D-11	Water Utility Liens Receivable.....	148
D-12	Fixed Capital.....	149
D-13	Fixed Capital Authorized and Uncompleted.....	150
D-14	Appropriation Reserves.....	151
D-15	Accrued Interest on Bonds.....	152

SUPPLEMENTARY INFORMATION
(Continued)

WATER UTILITY
(Continued)

<u>EXHIBIT</u>		<u>PAGE</u>
D-16	Accrued Interest on Notes	153
D-17	Water Rent Overpayments	154
D-18	Improvement Authorizations	155
D-19	Interfunds Payable	156
D-20	Reserve for Amortization	157
D-21	Deferred Reserve for Amortization	158
D-22	Bond Anticipation Notes	159
D-23	Serial Bonds	160
D-24	Bonds and Notes Authorized but Not Issued	161

SEWER UTILITY

E-6	Cash Receipts, Disbursements and Reconciliations - Treasurer	162
E-7	Cash Receipts and Disbursements - Sewer Collector	164
E-8	Cash - Money Market	165
E-9	Analysis of Sewer Utility Assessment Trust Cash	166
E-10	Analysis of Sewer Utility Capital Cash and Investments	167
E-11	Sewer Rents Receivable	168
E-12	Sewer Liens Receivable	169
E-13	Assessment Liens	169
E-14	Assessment Lien Interest and Costs	169
E-15	Interfunds Receivable	170
E-16	Fixed Capital	171
E-17	Fixed Capital Authorized and Uncompleted	172
E-18	Appropriation Reserves	173
E-19	Accrued Interest on Bonds	174
E-20	Accrued Interest on Notes	174
E-21	Sewer User Overpayments	175
E-22	Improvement Authorizations	176
E-23	Capital Improvement Fund	177
E-24	Interfunds Payable	178
E-25	Reserve for Assessments and Liens	179
E-26	Reserve for Amortization	180
E-27	Deferred Reserve for Amortization	181
E-28	Bond Anticipation Notes	182
E-29	Refunding Bonds	183
E-30	Serial Bonds	184
E-31	Bonds and Notes Authorized but Not Issued	185

SUPPLEMENTARY INFORMATION
(Continued)

SWIMMING POOL UTILITY

<u>EXHIBIT</u>		<u>PAGE</u>
F-5	Cash Receipts, Disbursements and Reconciliations - Treasurer.....	186
F-6	Cash Receipts and Disbursements - Tax Collector's Account.....	188
F-7	Cash - Money Market Account.....	189
F-8	Analysis of Swimming Pool Utility Capital Cash and Investments.....	190
F-9	Interfunds Receivable.....	191
F-10	Fixed Capital.....	192
F-11	Fixed Capital Authorized and Uncompleted.....	193
F-12	Appropriation Reserves.....	194
F-13	Accrued Interest on Notes.....	195
F-14	Accrued Interest on Bonds.....	196
F-15	Improvement Authorizations.....	197
F-16	Capital Improvement Fund.....	198
F-17	Interfunds Payable.....	199
F-18	Reserve for Preliminary Study.....	200
F-19	Reserve for Amortization.....	200
F-20	Deferred Reserve for Amortization.....	201
F-21	Bond Anticipation Notes.....	202
F-22	Serial Bonds.....	203
F-23	Bonds and Notes Authorized but Not Issued.....	204

PUBLIC ASSISTANCE TRUST FUND

G-1	Cash Receipts, Disbursements and Reconciliation.....	205
G-2	Reserve for Public Assistance Expenditures.....	206

PART II

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL, ROSTER
OF OFFICIALS, GENERAL COMMENTS, FINDINGS AND RECOMMENDATIONS**

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	208
Roster of Officials and Certain Employees and Report on Surety Bonds for the Year 2018.....	210
General Comments and Findings.....	211
Recommendations.....	224

PART I
REPORT ON EXAMINATION
FINANCIAL STATEMENTS
NOTES TO FINANCIAL STATEMENTS
AND
SUPPLEMENTARY DATA
YEAR ENDED DECEMBER 31, 2018

SAMUEL KLEIN AND COMPANY

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INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and Members
of the Township Council
Township of Fairfield
Fairfield, New Jersey 07004

Report on the Financial Statements

We have audited the financial statements - regulatory basis of the various funds and account groups of the Township of Fairfield, in the County of Essex, as of and for the years then ended December 31, 2018 and December 31, 2017, and the related notes to the financial statements, as listed in the foregoing table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

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

As described in Note 1, these financial statements - regulatory basis have been prepared in conformity with accounting practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey which is a basis of accounting other than accounting principles generally accepted in the United States of America, to demonstrate compliance with the modified accrual basis, with certain exceptions, and the budget laws of New Jersey. The effects on the financial statements of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the “*Basis for the Adverse Opinion on U.S. Generally Accepted Accounting Principles*” paragraph, the financial statements - regulatory basis referred to in the first paragraph, do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Township as of December 31, 2018 and 2017, and the results of its operations for the years then ended.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements - regulatory basis referred to above, present fairly, in all material respects, the financial position of the various funds of the Township of Fairfield at December 31, 2018 and 2017, and the results of operations and changes in fund balance, where applicable, of such funds, thereof for the years then ended, in accordance with accounting principles on the basis of financial reporting provisions prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, as described in Note 1.

Basis for Disclaimer of Opinion on Length of Service Award Program Fund (“LOSAP”)

As discussed in Note 1, the financial statements of the Length of Service Award Program Fund (“LOSAP”) have not been audited, and we are not required by the Division to audit nor were we engaged to audit the LOSAP financial statements as part of our audit of the Township’s financial statements. The LOSAP financial activities are included in the Township’s Trust Fund and represent 16.55% and 16.29% of the assets and liabilities, respectively, of the Township’s Trust Funds as of December 31, 2018 and 2017.

Disclaimer of Opinion on Length of Service Award Program Fund (“LOSAP”)

Due to the fact that we were not required by the Division to audit nor were we engaged to audit the LOSAP financial statements as part of our audit of the Township’s financial statements, we do not express an opinion of the LOSAP financial statements.

Other Matters

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements - regulatory basis that collectively comprise the Township’s financial statements. The supplementary schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

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

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 9, 2019 on our consideration of the Township of Fairfield'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 solely 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 the effectiveness of the Township of Fairfield's 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 of Fairfield's internal control over financial reporting and compliance.



SAMUEL KLEIN AND COMPANY
CERTIFIED PUBLIC ACCOUNTANTS



JOSEPH J. FACCONI, RMA, PA

Newark, New Jersey
October 9, 2019

TOWNSHIP OF FAIRFIELD
CURRENT FUND

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

A
Sheet #1

<u>ASSETS AND DEFERRED CHARGES</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2018</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
<u>Regular</u>			
Cash - Treasurer	A-4	\$ 13,648,792.65	\$ 14,537,735.18
Cash - Tax Collector	A-5	1,567.19	1,384.80
Cash - Money Market	A-6	136,180.73	132,673.08
Change Funds	A-7	170.00	170.00
		<u>13,786,710.57</u>	<u>14,671,963.06</u>
Due from State of New Jersey per Ch. 129, P.L. 1976	A-8	3,635.85	6,135.85
		<u>13,790,346.42</u>	<u>14,678,098.91</u>
Receivables and Other Assets with Full Reserves:			
Taxes Receivable	A-9	727,132.20	490,073.44
Tax Title Liens Receivable	A-10	1,544,597.36	1,438,960.76
Property Acquired for Taxes - Assessed Valuation	A-11	4,760,200.00	4,760,200.00
Revenue Accounts Receivable	A-12	16,901.19	24,891.44
Interfunds Receivable	A-13	139,704.69	239,026.52
		<u>7,188,535.44</u>	<u>6,953,152.16</u>
Deferred Charges:			
Special Emergency Authorization (N.J.S.A. 40A:4-53)	A-15	225,000.00	
		<u>21,203,881.86</u>	<u>21,631,251.07</u>
<u>Federal and State Grant Fund</u>			
Interfunds Receivable	A-14	251,093.71	493,340.29
Federal and State Grants Receivable	A-16	1,589,305.32	1,439,593.40
		<u>1,840,399.03</u>	<u>1,932,933.69</u>
		<u>\$23,044,280.89</u>	<u>\$23,564,184.76</u>

TOWNSHIP OF FAIRFIELD
CURRENT FUND

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

A
Sheet #2

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2018</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
<u>Regular</u>			
Appropriation Reserves:			
Encumbered	A-3,17	\$ 433,648.23	\$ 162,119.49
Unencumbered	A-3,17	3,094,993.76	2,778,175.70
Tax Overpayments	A-18	104,958.09	107,608.02
Interfunds Payable	A-19	1,093,869.97	2,232,050.38
Reserve for Revaluation	A-20	225,000.00	
County Taxes Payable	A-21	58,986.81	49,125.02
Local School District Taxes Payable	A-22		72,895.96
Prepaid Taxes	A-25	505,987.86	1,843,488.03
		<u>5,517,444.72</u>	<u>7,245,462.60</u>
Reserve for Receivables and Other Assets		7,188,535.44	6,953,152.16
Fund Balance	A-1	8,497,901.70	7,432,636.31
		<u>21,203,881.86</u>	<u>21,631,251.07</u>
 <u>Federal and State Grant Fund</u>			
Federal and State Grant Programs Appropriated:			
Encumbered	A-26		2,874.06
Unencumbered	A-26	1,837,399.03	1,929,834.63
		<u>1,837,399.03</u>	<u>1,932,708.69</u>
Unappropriated Reserves	A-27	3,000.00	225.00
		<u>1,840,399.03</u>	<u>1,932,933.69</u>
		<u>\$23,044,280.89</u>	<u>\$23,564,184.76</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
CURRENT FUND

COMPARATIVE STATEMENTS OF OPERATIONS AND
CHANGE IN FUND BALANCE - REGULATORY BASIS

A-1

	<u>Ref.</u>	<u>Year 2018</u>	<u>Year 2017</u>
<u>Revenue and Other Income</u>			
Fund Balance Utilized	A-2	\$ 3,000,000.00	\$ 1,822,000.00
Miscellaneous Revenue Anticipated	A-2a	4,791,453.84	4,873,834.52
Receipts from Current Taxes	A-2b	55,848,380.84	56,023,228.31
Receipts from Delinquent Taxes	A-2b	437,570.44	827,693.49
Nonbudget Revenue	A-2e	313,289.67	135,933.18
Other Credits to Income:			
Interfund Credits	A-2d	99,321.83	
Notes Receivable Realized			228,000.00
Unexpended Balance of Appropriation Reserves	A-17	2,291,298.52	1,844,573.52
Tax Overpayments Cancelled	A-18	875.69	148,923.17
Increase in Deferred Local School District Tax	A-22	111,779.46	199,217.52
Increase in Deferred Regional High School Tax	A-23	160,247.48	
		<u>67,054,217.77</u>	<u>66,103,403.71</u>
<u>Expenditures and Other Charges</u>			
Budget Appropriations:			
Operations:			
Salaries and Wages		7,463,119.28	7,410,951.00
Other Expenses		9,542,492.68	9,164,235.67
Capital Improvements		1,440,000.00	58,775.00
Debt Service		767,486.31	1,047,111.35
Deferred Charges			70,580.00
Statutory Expenditures		1,713,163.17	1,538,922.00
	A-3	<u>20,926,261.44</u>	<u>19,290,575.02</u>
Interfund Charges			51,925.02
Prior Year Senior Citizen Deductions Disallowed	A-8	3,500.00	1,500.00
Decrease in Deferred Regional High School Tax			119,305.96
County Taxes	A-21	14,531,661.16	15,014,998.33
Local School District Taxes	A-22	11,471,925.00	11,248,357.00
Regional High School Taxes	A-23	16,021,180.00	15,700,685.00
Municipal Open Space Tax	A-24	259,424.78	258,460.56
		<u>63,213,952.38</u>	<u>61,685,806.89</u>
Excess in Revenue		3,840,265.39	4,417,596.82
Adjustment to Income before Fund Balance:			
Expenditures Included Above Which Are by Statute			
Deferred Charges to Budget of Succeeding Year		225,000.00	
Statutory Excess to Fund Balance		4,065,265.39	4,417,596.82
<u>Fund Balance</u>			
Balance January 1	A	<u>7,432,636.31</u>	<u>4,837,039.49</u>
		11,497,901.70	9,254,636.31
Decreased by:			
Utilized as Anticipated Revenue	A-2	<u>3,000,000.00</u>	<u>1,822,000.00</u>
Balance December 31	A	<u>\$ 8,497,901.70</u>	<u>\$ 7,432,636.31</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
CURRENT FUND

STATEMENT OF REVENUE - REGULATORY BASIS

A-2

	<u>Ref.</u>	<u>Budget</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
Fund Balance Anticipated	A-1	<u>\$ 3,000,000.00</u>	<u>\$ 3,000,000.00</u>	\$
Miscellaneous Revenue	A-2a	<u>4,639,596.59</u>	<u>4,791,453.84</u>	<u>151,857.25</u>
Receipts from Delinquent Taxes	A-2b	<u>620,000.00</u>	<u>437,570.44</u>	<u>(182,429.56)</u>
Amount to be Raised by Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes		13,283,819.54		
Minimum Library Tax		951,024.00		
	A-2b,9	<u>14,234,843.54</u>	<u>15,284,189.90</u>	<u>1,049,346.36</u>
Budget Totals	A-3	22,494,440.13	23,513,214.18	1,018,774.05
Nonbudget Revenue	A-2e	<u> </u>	<u>313,289.67</u>	<u>313,289.67</u>
		<u>\$22,494,440.13</u>	<u>\$23,826,503.85</u>	<u>\$1,332,063.72</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
CURRENT FUND

STATEMENT OF REVENUE (Continued)
ANALYSIS OF MISCELLANEOUS REVENUE - REGULATORY BASIS

A-2a

	<u>Ref.</u>	<u>Budget</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
<u>Miscellaneous Revenue</u>				
Licenses:				
Alcoholic Beverages	A-12	\$ 45,800.00	\$ 46,561.00	\$ 761.00
Other	A-2c	8,200.00	9,739.00	1,539.00
Fees and Permits	A-2c	215,000.00	261,246.90	46,246.90
Fines and Costs:				
Municipal Court	A-12	380,000.00	326,726.54	(53,273.46)
Interest and Costs on Taxes	A-5	185,000.00	167,056.72	(17,943.28)
Interest on Investments and Deposits	A-12	85,000.00	201,151.35	116,151.35
Comcast Franchise Fees (N.J.S.A. 48:5A-30)	A-12	72,182.89	73,182.89	1,000.00
Hazardous Chemical Control Fees	A-12	60,000.00	59,415.63	(584.37)
Recycling Fees	A-12	5,000.00	3,085.36	(1,914.64)
Hotel Inspection Fees	A-12	42,500.00	42,570.00	70.00
Engineering Escrow Fees	A-12	9,000.00	13,308.65	4,308.65
Fire Prevention Fees	A-12	165,000.00	172,077.00	7,077.00
Cellular Tower Rental	A-12	175,000.00	199,662.79	24,662.79
Site Plan Review	A-12	10,000.00	8,852.43	(1,147.57)
Verizon FIOS Franchise Fee (N.J.S.A. 48:5A-30)	A-12	71,948.99	71,948.99	
Sewer Utility Operating Surplus - Current Year	A-14	300,000.00	300,000.00	
Energy Receipts Tax (P.L. 1997, Chapters 162 and 167)	A-12	1,174,895.00	1,174,895.00	
Garden State Trust Pilot	A-12	10,447.00	10,447.00	
Uniform Construction Code Fees	A-12	358,000.00	303,572.00	(54,428.00)
Special Items:				
Public and Private Revenue Offset with Appropriations:				
Municipal Alliance on Alcoholism and Drug Abuse	A-16	55,519.00	55,519.00	
New Jersey Department of Transportation:				
Highway Safety Fund - "Safe Corridors"	A-16	9,588.40	9,588.40	
Spielman Road	A-16	240,000.00	240,000.00	
Alcohol Education, Rehabilitation and Enforcement Fund	A-16	2,636.37	2,636.37	
Drive Sober or Get Pulled Over	A-16	12,100.00	12,100.00	
Clean Communities Program	A-16	17,377.78	17,377.78	
Police Donations		8,346.16	8,346.16	
Police Donations - National Night Out	A-16	225.00	225.00	
Other Special Items:				
Uniform Fire Safety Act	A-12	170,830.00	206,232.09	35,402.09
ECIA Annual Payment	A-12	110,000.00	110,000.00	
Hotel and Motel Occupancy Fees	A-12	640,000.00	683,929.79	43,929.79
	A-1,2	<u>\$4,639,596.59</u>	<u>\$4,791,453.84</u>	<u>\$151,857.25</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
CURRENT FUND

STATEMENT OF REVENUE (Continued)
ANALYSIS OF TAX REVENUE - REGULATORY BASIS

A-2b

	<u>Ref.</u>		
<u>Allocation of Current Taxes</u>			
Collections of Current Taxes:			
Due from State of New Jersey	A-8	\$ 58,250.00	
2018 Collections	A-9	53,851,315.23	
2017 Collections	A-25	1,843,488.03	
Tax Overpayments Applied	A-18	95,327.58	
	A-1		\$55,848,380.84
Allocated to:			
County Taxes	A-21	14,472,674.35	
County Added Taxes	A-21	58,986.81	
		14,531,661.16	
Local School District Tax	A-22	11,471,925.00	
Regional High School Taxes	A-23	16,021,180.00	
Municipal Open Space Tax	A-24	259,424.78	
			42,284,190.94
Balance for Support of Municipal Budget Appropriations			13,564,189.90
Plus: Appropriation for "Reserve for Uncollected Taxes"	A-3		1,720,000.00
Amount for Support of Municipal Budget Appropriations	A-2		\$15,284,189.90
<u>Receipts from Delinquent Taxes</u>			
Collections of Delinquent Taxes:			
2018 Collections:			
Taxes	A-9	\$ 432,209.99	
Tax Title Liens	A-10	5,360.45	
	A-1,2		\$ 437,570.44

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
CURRENT FUND

STATEMENT OF REVENUE (Continued)
ANALYSIS OF OTHER LICENSES
AND FEES AND PERMITS - REGULATORY BASIS

A-2c

	<u>Ref.</u>		
<u>Other Licenses</u>			
Township Clerk:			
Raffle Licenses		\$ 640.00	
Amusement Licenses		<u>9,000.00</u>	
	A-12		\$ 9,640.00
Registrar of Vital Statistics:			
Marriage Licenses	A-12		<u>99.00</u>
	A-2a		<u>\$ 9,739.00</u>
<u>Other Fees and Permits</u>			
Construction Code Official:			
Electrical Filing Fees		\$47,752.00	
Plumbing Fees		54,569.00	
Fire Permits		16,631.00	
Certificate of Occupancy		54,479.00	
Elevator Fees		46,877.60	
Noise Permits		<u>417.00</u>	
	A-12		\$220,725.60
Tax Collector:			
Tax Searches	A-12		10.00
Police Department	A-12		5,172.80
Registrar of Vital Statistics	A-12		5,464.00
Engineering Department:			
Zoning Board of Adjustment Fees		9,700.00	
Planning Board Fees		800.00	
Zoning Permits		8,510.00	
Driveway Paving		350.00	
Nonresident Paving		8,210.50	
New Elevator Fee		<u>2,304.00</u>	
	A-12		<u>29,874.50</u>
	A-2a		<u>\$261,246.90</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
CURRENT FUND

STATEMENT OF REVENUE (Continued)
ANALYSIS OF NET INTERFUND CHARGE TO OPERATIONS - REGULATORY BASIS

A-2d

<u>Analysis of Net Interfund Account</u> <u>Credit to Operations</u>	<u>Ref.</u>	
Balance December 31, 2017	A	\$239,026.52
Balance December 31, 2018	A	<u>139,704.69</u>
Net Credit	A-1	<u>\$ 99,321.83</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
CURRENT FUND

STATEMENT OF REVENUE (Continued)
ANALYSIS OF NONBUDGET REVENUE - REGULATORY BASIS

A-2e

	<u>Ref.</u>		
<u>Miscellaneous Revenue Not Anticipated</u>			
Joint Insurance Dividends		\$149,296.00	
Payment in Lieu of Taxes		25,052.52	
Sale of Municipal Assets		15,241.23	
Prior Year Appropriation Refunds		20,769.72	
Bus Shelter Advertising		2,156.00	
State of New Jersey:			
Administrative Fee for Senior Citizens' and Veterans' Deductions		1,170.00	
DMV Inspection Fines		1,944.50	
PSE&G Commission		900.00	
Borough of North Caldwell Reimbursements		1,024.50	
Bid Specifications		2,600.00	
Subdivision Fees		1,000.00	
Duplicate Tax Bills		74.00	
Copy Fees		12.06	
Miscellaneous		<u>11,236.63</u>	
	A-5		\$232,477.16
<u>Other Sources</u>			
Revenue Accounts Receivable	A-12	13,687.00	
Interfunds Receivable:			
Administrative Fee:			
Outside Employment of Off-Duty Police Officers	A-14	64,745.00	
Statutory Excess - Animal Control Trust Fund	A-14	<u>2,380.51</u>	
			<u>80,812.51</u>
	A-1,2		<u>\$313,289.67</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS

A-3
Sheet #1

	Appropriations		Paid or Charged	Expended		Balance Cancelled	
	Budget	Modified Budget		Encumbered	Reserved		Unencumbered
GENERAL GOVERNMENT							
Administrative and Executive:							
Salaries and Wages	\$ 128,500.00	\$ 128,500.00	\$ 126,781.81	\$ 9,924.20	\$ 1,718.19	\$	
Other Expenses	70,000.00	60,000.00	50,075.12		0.68		
Mayor and Council:							
Salaries and Wages	43,000.00	43,000.00	42,432.16		567.84		
Township Clerk:							
Salaries and Wages	162,000.00	162,000.00	153,350.07		8,649.93		
Other Expenses	53,000.00	53,000.00	51,555.87	689.10	755.03		
Central Purchasing:							
Other Expenses	36,000.00	53,000.00	40,580.28	270.34	12,149.38		
Financial Administration:							
Salaries and Wages	133,000.00	133,000.00	119,217.82		13,782.18		
Other Expenses:							
Annual Audit	36,000.00	36,000.00	36,000.00				
Postage	30,000.00	30,000.00	30,000.00				
Miscellaneous Other Expenses	57,000.00	18,675.97	9,767.73	3,000.00	5,908.24		
Payroll Costs	38,000.00	38,000.00	27,645.24		10,354.76		
Assessment of Taxes:							
Salaries and Wages	93,000.00	93,000.00	92,210.17		789.83		
Other Expenses	31,000.00	20,330.00	15,302.97	1,211.70	3,815.33		
Revaluation		225,000.00	225,000.00				
Collection of Taxes:							
Salaries and Wages	58,000.00	62,500.00	61,788.26		711.74		
Other Expenses	33,000.00	33,000.00	21,167.04	318.55	11,514.41		
Legal Services and Costs:							
Other Expenses:							
Miscellaneous	25,000.00	25,000.00	10,556.20	1,829.00	12,614.80		
Contractual	150,000.00	150,000.00	86,308.34	24,843.93	38,847.73		
Municipal Prosecutor:							
Salaries and Wages	30,000.00	30,000.00	30,000.00				
Engineering Services and Costs:							
Salaries and Wages	107,000.00	107,000.00	102,960.64		4,039.36		
Other Expenses	19,000.00	19,000.00	11,822.46	665.87	6,511.67		
Public Buildings and Grounds:							
Salaries and Wages	67,000.00	67,000.00	65,101.40		1,898.60		
Other Expenses	50,000.00	72,000.00	64,100.75	5,707.91	2,191.34		

TOWNSHIP OF FAIRFIELD
CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS

A-3
Sheet #2

	Appropriations		Paid or Charged	Expended		Balance Cancelled	
	Budget	Modified Budget		Encumbered	Reserved		Unencumbered
<u>APPROPRIATIONS WITHIN "CAPS"</u>							
<u>GENERAL GOVERNMENT</u>							
Municipal Land Use Law (N.J.S. 40:55D-1):							
Planning Board:							
Salaries and Wages	\$ 9,500.00	\$ 9,500.00	\$ 8,404.10	\$ 1,095.90	\$ 1,095.90	\$	
Other Expenses	13,000.00	13,000.00	2,288.95	187.30	10,523.75		
Board of Adjustment:							
Salaries and Wages	9,500.00	9,500.00	8,404.10	1,095.90	1,095.90		
Other Expenses	15,000.00	15,000.00	1,297.96	508.50	13,193.54		
Environmental Commission:							
Salaries and Wages	400.00	400.00		400.00	400.00		
Other Expenses	1,000.00	1,000.00	27.03	375.00	597.97		
Municipal Court:							
Salaries and Wages	181,000.00	181,000.00	165,720.08	15,279.92	15,279.92		
Other Expenses	11,000.00	11,000.00	7,041.68	28.80	3,929.52		
Insurance:							
General Liability	566,000.00	566,000.00	565,892.64	107.36	107.36		
Employee Group Health	2,470,000.00	2,470,000.00	2,431,803.98	38,196.02	38,196.02		
Employee Group Health - Waivers	151,000.00	151,000.00	151,000.00				
Stream Cleaning:							
Salaries and Wages	15,000.00						
Other Expenses	15,000.00	16,670.00	16,669.35	0.65	0.65		
	<u>4,906,900.00</u>	<u>5,103,075.97</u>	<u>4,832,274.20</u>	<u>49,560.20</u>	<u>221,241.57</u>		
<u>PUBLIC SAFETY</u>							
Fire:							
Other Expenses	118,000.00	127,500.00	116,847.49	10,539.30	113.21		
Police:							
Salaries and Wages	4,816,000.00	4,776,000.00	4,612,706.61	163,293.39	163,293.39		
Other Expenses	260,000.00	370,000.00	298,039.95	62,089.51	9,870.54		
First Aid Organization Contribution	15,000.00	15,000.00	15,000.00				
Fire Prevention Bureau:							
Salaries and Wages	215,000.00	223,000.00	222,404.21	595.79	595.79		
Other Expenses	95,000.00	96,000.00	93,706.03	2,045.36	248.61		
Emergency Management Services:							
Salaries and Wages	10,200.00	10,200.00	10,000.08	199.92	199.92		
Other Expenses	15,000.00	32,000.00	22,954.25	9,045.75	9,045.75		
	<u>5,544,200.00</u>	<u>5,649,700.00</u>	<u>5,391,658.62</u>	<u>74,674.17</u>	<u>183,367.21</u>		

TOWNSHIP OF FAIRFIELD
CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS

A-3
Sheet #3

	Appropriations		Paid or Charged	Expended		Balance Cancelled
	Budget	Modified Budget		Encumbered	Reserved	
<u>APPROPRIATIONS WITHIN "CAPS"</u>						
<u>STREETS AND ROADS</u>						
Road Repairs and Maintenance:						
Salaries and Wages	\$ 455,000.00	\$ 410,000.00	\$ 405,663.43	\$ 4,336.57	\$	
Other Expenses	100,000.00	130,000.00	121,669.98	1,510.43	6,819.59	
Repairs and Maintenance of Vehicles:						
Salaries and Wages	210,000.00	210,443.95	210,443.95	6.05		
Other Expenses	160,000.00	145,000.00	110,962.52	22,869.21	11,168.27	
	<u>925,000.00</u>	<u>895,450.00</u>	<u>848,739.88</u>	<u>24,379.64</u>	<u>22,330.48</u>	
<u>HEALTH AND WELFARE</u>						
Board of Health:						
Other Expenses	127,500.00	127,500.00	126,101.16	1,398.84		
Garbage and Trash Removal:						
Other Expenses - Contractual	850,000.00	809,000.00	687,642.54	64,176.94	57,180.52	
Human Services:						
Other Expenses	40,000.00	10,000.00		10,000.00		
	<u>1,017,500.00</u>	<u>946,500.00</u>	<u>813,743.70</u>	<u>64,176.94</u>	<u>68,579.36</u>	
<u>RECREATION AND EDUCATION</u>						
Parks and Playgrounds:						
Salaries and Wages	239,000.00	210,900.00	203,618.37	7,281.63		
Other Expenses	32,000.00	37,000.00	33,788.15	2,212.28	999.57	
Camp Wyanokie:						
Other Expenses	2,500.00	2,500.00	2,361.00	139.00		
Park Maintenance:						
Salaries and Wages	194,000.00	188,000.00	175,239.32	12,760.68		
Other Expenses	27,000.00	33,000.00	29,843.21	890.82	2,265.97	
Historic Preservation Commission:						
Other Expenses	500.00	500.00		500.00		
	<u>495,000.00</u>	<u>471,900.00</u>	<u>444,850.05</u>	<u>3,103.10</u>	<u>23,946.85</u>	
Animal Control:						
Other Expenses	17,000.00	17,000.00	13,510.00		3,490.00	

TOWNSHIP OF FAIRFIELD
CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS

A-3
Sheet #4

	Appropriations		Paid or Charged	Expended		Balance Cancelled	
	Budget	Modified Budget		Encumbered	Reserved		Unencumbered
<u>APPROPRIATIONS WITHIN "CAPS"</u>							
<u>UNIFORM CONSTRUCTION CODE - APPROPRIATIONS</u>							
<u>OFFSET BY DEDICATED REVENUES (N.J.A.C. 5:23-4.4.17)</u>							
Construction Code Officials:							
Salaries and Wages	\$ 295,000.00	\$ 308,169.28	\$ 308,169.28	\$	\$	\$	
Other Expenses	140,000.00	140,000.00	99,103.70	934.72	39,961.58		
	<u>435,000.00</u>	<u>448,169.28</u>	<u>407,272.98</u>	<u>934.72</u>	<u>39,961.58</u>		
<u>UNCLASSIFIED</u>							
Utilities:							
Electricity	150,000.00	185,000.00	181,605.77		3,394.23		
Street Lighting	168,000.00	153,000.00	125,787.46		27,212.54		
Telephone	65,000.00	65,000.00	53,312.71		11,687.29		
Gas - Heating Fuel	30,000.00	35,000.00	31,664.18		3,335.82		
Motor Fuel	185,000.00	160,000.00	136,122.13	9,296.65	14,581.22		
Municipal Service Agreements with Homeowners Association	28,000.00	28,000.00			28,000.00		
Salary Adjustment Account - Salaries and Wages	100,000.00	100,000.00			100,000.00		
Compensated Absences	100,000.00	100,000.00	100,000.00				
	<u>826,000.00</u>	<u>826,000.00</u>	<u>628,492.25</u>	<u>9,296.65</u>	<u>188,211.10</u>		
Total Operations	14,166,600.00	14,357,795.25	13,380,541.68	226,125.42	751,128.15		
<u>Detail:</u>							
Salaries and Wages	7,571,100.00	7,463,119.28	7,124,615.86		338,503.42		
Other Expenses	6,595,500.00	6,894,675.97	6,255,925.82	226,125.42	412,624.73		
<u>STATUTORY EXPENDITURES</u>							
<u>Contribution to:</u>							
Public Employees' Retirement System	319,168.42	319,615.37	319,615.37				
Police and Firemen's Retirement System	1,052,722.00	1,065,079.80	1,065,079.80				
Social Security System (OASI)	278,000.00	299,000.00	298,807.47		192.53		
Public Employees' Retirement System Early Retirement	21,468.00	21,468.00	21,468.00				
Defined Contribution Retirement Program	5,000.00	5,000.00	4,984.85		15.15		
Unemployment Contribution	3,000.00	3,000.00			3,000.00		
	<u>1,679,358.42</u>	<u>1,713,163.17</u>	<u>1,709,955.49</u>		<u>3,207.68</u>		
Total General Appropriations Within "CAPS"	15,845,958.42	16,070,958.42	15,090,497.17	226,125.42	754,335.83		

TOWNSHIP OF FAIRFIELD
CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS

A-3
Sheet #5

	Appropriations		Paid or Charged	Expended		Balance Cancelled
	Budget	Modified Budget		Encumbered	Reserved	
<u>APPROPRIATIONS EXCLUDED FROM "CAPS"</u>						
OTHER OPERATIONS						
Maintenance of Free Public Library (Ch. 82 and Ch. 541, P.L. 1985)	\$ 951,024.00	\$ 951,024.00	\$ 951,024.00		\$	\$
Length of Service Awards Program:						
Fire Department	50,000.00	50,000.00			50,000.00	
First Aid Squad	27,000.00	27,000.00			27,000.00	
Tax Appeals	1,500,000.00	1,500,000.00	28,819.26	207,522.81	1,263,657.93	
	<u>2,528,024.00</u>	<u>2,528,024.00</u>	<u>979,843.26</u>	<u>207,522.81</u>	<u>1,340,657.93</u>	
STATE AND FEDERAL PROGRAMS						
<u>OFFSET BY REVENUES</u>						
Clean Communities Program	17,377.78	17,377.78	17,377.78			
Municipal Alliance on Alcoholism and Drug Abuse:						
State Share	55,519.00	55,519.00	55,519.00			
Local Share	14,000.00	14,000.00	14,000.00			
Municipal Alcohol Education/Rehabilitation Program	2,636.37	2,636.37	2,636.37			
New Jersey Division of Highway Traffic Safety:						
Comprehensive Traffic Safety Grant	9,588.40	9,588.40	9,588.40			
Drive Sober or Get Pulled Over	12,100.00	12,100.00	12,100.00			
Police Donations	225.00	225.00	225.00			
Police Donations - National Night Out - Unappropriated	8,346.16	8,346.16	8,346.16			
Police Donations	119,792.71	119,792.71	119,792.71			
	<u>2,647,816.71</u>	<u>2,647,816.71</u>	<u>1,099,635.97</u>	<u>207,522.81</u>	<u>1,340,657.93</u>	
Total Operations Excluded from "CAPS"	<u>2,647,816.71</u>	<u>2,647,816.71</u>	<u>1,099,635.97</u>	<u>207,522.81</u>	<u>1,340,657.93</u>	
Detail:						
Other Expenses	<u>2,647,816.71</u>	<u>2,647,816.71</u>	<u>1,099,635.97</u>	<u>207,522.81</u>	<u>1,340,657.93</u>	
<u>CAPITAL IMPROVEMENTS</u>						
Capital Improvement Fund	200,000.00	200,000.00	200,000.00			
Recreation Facility Improvements	1,000,000.00	1,000,000.00			1,000,000.00	
New Jersey Transportation Trust Fund Authority Act:						
Speilman Road	240,000.00	240,000.00	240,000.00			
Total Capital Improvements Excluded from "CAPS"	<u>1,440,000.00</u>	<u>1,440,000.00</u>	<u>440,000.00</u>		<u>1,000,000.00</u>	

TOWNSHIP OF FAIRFIELD
CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS

A-3
Sheet #6

Appropriations	Appropriations		Paid or Charged	Expended		Balance Cancelled
	Budget	Modified Budget		Encumbered	Reserved	
<u>DEBT SERVICE</u>						
Payment of Bond Principal	\$ 385,000.00	\$ 385,000.00	\$ 385,000.00	\$	\$	\$ 72,285.79
Payment of Bond Anticipation Notes	180,000.00	180,000.00	107,714.21			
Interest on Bonds	131,415.00	131,415.00	131,415.00			892.90
Interest on Notes	144,250.00	144,250.00	143,357.10			73,178.69
	<u>840,665.00</u>	<u>840,665.00</u>	<u>767,486.31</u>			
Total General Appropriations Excluded from "CAPS"	4,928,481.71	4,928,481.71	2,307,122.28	207,522.81	2,340,657.93	73,178.69
Reserve for Uncollected Taxes	1,720,000.00	1,720,000.00	1,720,000.00			
Total Appropriations	<u>\$ 22,494,440.13</u>	<u>\$ 22,719,440.13</u>	<u>\$ 19,117,619.45</u>	<u>\$ 433,648.23</u>	<u>\$ 3,094,993.76</u>	<u>\$ 73,178.69</u>
Reference	A-2	Sheet #Z	Sheet #Z	A	A	

TOWNSHIP OF FAIRFIELD
CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS

A-3
Sheet #7

	<u>Ref.</u>	<u>Modified Budget</u>	<u>Paid or Charged</u>
Adopted Budget		\$22,462,130.08	\$
Added by N.J.S. 40A:4-87		32,310.05	
	A-2	22,494,440.13	
Emergency Authorization N.J.S. 40A:4-46	A-15	225,000.00	
		22,719,440.13	
 Cash Disbursed:			
Salaries and Wages			7,124,615.86
Matching Funds for Grants	A-26		14,000.00
Other Expenditures			9,388,210.88
	A-4		16,526,826.74
Interfunds Payable	A-19		300,000.00
Reserve for Revaluation	A-20		225,000.00
Federal and State Grant Programs	A-26		345,792.71
Reserve for Uncollected Taxes	A-2b		1,720,000.00
	Sheet #6	\$22,719,440.13	\$19,117,619.45
 <u>Analysis of Charges to Operations</u>			
Paid or Charged			\$19,117,619.45
Reserved:			
Encumbered	Sheet #6	\$ 433,648.23	
Unencumbered	Sheet #6	3,094,993.76	
		3,528,641.99	3,528,641.99
			22,646,261.44
Less: Reserve for Uncollected Taxes	Above		1,720,000.00
	A-1		\$20,926,261.44

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
TRUST FUND

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

B
Sheet #1

<u>ASSETS</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2018</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
<u>Assessment Trust Fund</u>			
Cash - Checking	B-2	\$ 27,822.31	\$ 47,995.10
Assessments Receivable:			
Pledged	B-7	330.20	893.50
Unpledged	B-7	8,321.65	12,048.86
Assessment Liens Receivable:			
Unpledged	B-8	4,658.21	4,658.21
Interfunds Receivable	B-10	10,828.94	38,109.65
Prospective Assessments Funded:			
Unpledged	B-11	115,690.95	115,690.95
Amount to be Raised by Taxation for Cancelled Assessments	B-12	799.80	799.80
		<u>168,452.06</u>	<u>220,196.07</u>
 <u>Animal Control Trust Fund</u>			
Cash - Checking	B-2	<u>9,348.72</u>	<u>32,053.23</u>
 <u>General Trust Fund</u>			
Cash - Checking	B-2	3,785,488.73	2,189,162.10
Cash - New Jersey Cash Management Fund	B-5	257,893.69	253,240.55
		<u>4,043,382.42</u>	<u>2,442,402.65</u>
Interfunds Receivable	B-10	1,130.00	1,805,522.01
Community Development Block Grant Funds Receivable	B-13	92,610.00	93,555.00
Other Accounts Receivable	B-14	33,633.63	41,963.21
Deferred Charges:			
Overexpenditure of Tax Lien Account	B-15	14,557.74	
		<u>4,185,313.79</u>	<u>4,383,442.87</u>
 <u>Developers' Escrow Trust Fund</u>			
Cash	B-2	<u>751,293.80</u>	<u>697,384.21</u>
		<u>\$ 5,114,408.37</u>	<u>\$ 5,333,076.38</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

B
Sheet #2

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2018</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
<u>Assessment Trust Fund</u>			
Interfunds Payable	B-18	\$ 2,400.99	\$ 54,145.00
Reserve for Assessments and Liens	B-23	128,670.81	132,398.02
Fund Balance	B-1	<u>37,380.26</u>	<u>33,653.05</u>
		<u>168,452.06</u>	<u>220,196.07</u>
 <u>Animal Control Trust Fund</u>			
Due to State of New Jersey	B-17		1.20
Interfunds Payable	B-18	2,380.51	24,980.83
Reserve for Expenditures	B-24	<u>6,968.21</u>	<u>7,071.20</u>
		<u>9,348.72</u>	<u>32,053.23</u>
 <u>General Trust Fund</u>			
Accounts Payable	B-16	50.00	
Due to State of New Jersey	B-17	6,303.00	11,949.00
Interfunds Payable	B-18	227,240.64	7,533.00
Due to Municipal Court	B-19	27,559.60	28,557.60
Other Deposits	B-20	1,915,062.44	1,870,608.67
Redemption of Tax Title Liens	B-21		241,831.43
Premium on Tax Sale	B-22	204,600.00	476,200.00
Reserves for:			
Municipal Open Space	B-25	1,373,000.63	1,316,330.29
Recreation Program Expenditures	B-26	253,955.15	277,117.18
Community Development Block Grant Expenditures	B-27	92,610.00	46,305.00
State Unemployment Insurance Trust Fund Expenditures	B-28	9,242.05	7,616.09
Outside Employment of Off-Duty Police Officers	B-29	42,857.19	65,632.29
Municipal Alliance	B-30	<u>32,833.09</u>	<u>33,762.32</u>
		<u>4,185,313.79</u>	<u>4,383,442.87</u>
 <u>Developers' Escrow Trust Fund</u>			
Interfunds Payable	B-17	205,747.72	205,004.05
Developers' Escrow Trust Funds	B-31	<u>545,546.08</u>	<u>492,380.16</u>
		<u>751,293.80</u>	<u>697,384.21</u>
		<u>\$ 5,114,408.37</u>	<u>\$ 5,333,076.38</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
TRUST FUND

STATEMENT OF FUND BALANCE
ASSESSMENT TRUST FUND - REGULATORY BASIS

B-1

	<u>Ref.</u>	
Balance December 31, 2017	B	\$ 33,653.05
Increased by:		
Collection of Unpledged Assessments	B-23	<u>3,727.21</u>
Balance December 31, 2018	B	<u>\$ 37,380.26</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

C

<u>ASSETS AND DEFERRED CHARGES</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2018</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
Cash - Checking	C-2	\$ 4,803,542.95	\$ 3,216,292.76
Cash - Money Market Account	C-3	631,929.94	631,929.94
	C-4	<u>5,435,472.89</u>	<u>3,848,222.70</u>
Interfunds Receivable	C-5	1,370,440.83	544,556.47
Deferred Charges to Future Taxation:			
Funded	C-6	3,866,000.00	4,251,000.00
Unfunded	C-7	<u>14,024,936.11</u>	<u>10,407,650.32</u>
		<u>\$24,696,849.83</u>	<u>\$19,051,429.49</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Serial Bonds	C-13	\$ 3,866,000.00	\$ 4,251,000.00
Bond Anticipation Notes	C-12	14,036,881.00	10,491,881.00
Improvement Authorizations:			
Funded	C-8	570,022.88	457,153.84
Unfunded	C-8	5,310,645.94	2,786,815.46
Capital Improvement Fund	C-9	75,400.00	75,400.00
Interfunds Payable	C-10	180,891.82	525,439.72
Reserve for Contributions	C-11	36,423.30	674.78
Fund Balance	C-1	<u>620,584.89</u>	<u>463,064.69</u>
		<u>\$24,696,849.83</u>	<u>\$19,051,429.49</u>
 Bonds and Notes Authorized but Not Issued	 C-14	 <u>\$ 110,590.20</u>	 <u>\$ 110,590.20</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

STATEMENT OF FUND BALANCE - REGULATORY BASIS

C-1

	<u>Ref.</u>	
Balance December 31, 2017	C	\$ 463,064.69
Increased by:		
Premium on Sale of Notes	C-2	<u>157,520.20</u>
Balance December 31, 2018	C	<u>\$ 620,584.89</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
WATER UTILITY

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

D
Sheet #1

<u>ASSETS</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2018</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
<u>Operating Fund</u>			
Cash - Checking Account	D-5	\$2,047,560.78	\$2,180,237.33
Cash - Money Market	D-7	150,977.21	149,866.98
Interfunds Receivable	D-9	2,266.29	126.00
		<u>2,200,804.28</u>	<u>2,330,230.31</u>
Receivables with Full Reserves:			
Consumer Accounts Receivable	D-10	73,205.62	82,051.82
Water Utility Liens Receivable	D-11	239.00	20.21
		<u>73,444.62</u>	<u>82,072.03</u>
		<u>2,274,248.90</u>	<u>2,412,302.34</u>
<u>Capital Fund</u>			
Cash - Checking Account	D-5	257,028.26	124,268.29
Cash - Money Market	D-7	92,144.23	92,144.23
	D-8	349,172.49	216,412.52
Interfunds Receivable	D-9	10,428.10	210,139.08
Fixed Capital	D-12	6,614,189.98	6,614,189.98
Fixed Capital Authorized and Uncompleted	D-13	457,388.23	457,388.23
		<u>7,431,178.80</u>	<u>7,498,129.81</u>
		<u>\$9,705,427.70</u>	<u>\$9,910,432.15</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

D
Sheet #2

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2018</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
<u>Operating Fund</u>			
Appropriation Reserves:			
Encumbered	D-4,14	\$ 135,620.88	\$ 126,697.09
Unencumbered	D-4,14	601,061.25	789,012.80
Accrued Interest on Bonds	D-15	8,046.75	8,346.75
Accrued Interest on Notes	D-16	2,361.84	2,183.46
Water Rent Overpayments	D-17	11,998.19	14,483.35
Interfunds Payable	D-19	13,121.06	295,775.22
		<u>772,209.97</u>	<u>1,236,498.67</u>
Reserve for Receivables		73,444.62	82,072.03
Fund Balance	D-1	1,428,594.31	1,093,731.64
		<u>2,274,248.90</u>	<u>2,412,302.34</u>
<u>Capital Fund</u>			
Serial Bonds	D-23	598,000.00	638,000.00
Bond Anticipation Notes	D-22	899,750.00	1,007,750.00
Improvement Authorizations:			
Funded	D-18	350.00	350.00
Unfunded	D-18	33,244.78	112,890.18
Interfunds Payable	D-19	2,266.29	
Reserves for:			
Amortization	D-20	5,448,189.98	5,358,189.98
Deferred Reserve for Amortization	D-21	115,888.23	57,888.23
Fund Balance	D-2	333,489.52	323,061.42
		<u>7,431,178.80</u>	<u>7,498,129.81</u>
		<u>\$9,705,427.70</u>	<u>\$9,910,432.15</u>
Bonds and Notes Authorized but Not Issued	D-24	<u>\$ 9,750.00</u>	<u>\$ 9,750.00</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
WATER UTILITY

COMPARATIVE STATEMENTS OF OPERATIONS
AND CHANGES IN FUND BALANCE - REGULATORY BASIS

D-1

	<u>Ref.</u>	<u>Year 2018</u>	<u>Year 2017</u>
<u>Revenue and Other Income</u>			
Operating Surplus Anticipated	D-3	\$ 434,100.00	\$ 372,458.00
Water Rents	D-3	2,231,790.44	2,183,600.51
Miscellaneous	D-3	101,370.32	67,767.43
Other Credits to Income:			
Reserve for Notes Receivable Realized			25,000.00
Unexpended Balance of Appropriation Reserves	D-14	660,086.81	686,659.77
		<u>3,427,347.57</u>	<u>3,335,485.71</u>
<u>Expenditures</u>			
Budget Appropriations:			
Operations	D-4	2,382,600.00	2,370,600.00
Debt Service	D-4	200,284.90	151,323.95
Statutory Expenditures	D-4	75,500.00	70,500.00
		<u>2,658,384.90</u>	<u>2,592,423.95</u>
Excess in Revenue		768,962.67	743,061.76
<u>Fund Balance</u>			
Balance January 1	D	1,093,731.64	723,127.88
		<u>1,862,694.31</u>	<u>1,466,189.64</u>
Decreased by:			
Utilized as Anticipated Revenue	D-3	434,100.00	372,458.00
Balance December 31	D	<u>\$ 1,428,594.31</u>	<u>\$ 1,093,731.64</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
WATER UTILITY

STATEMENT OF FUND BALANCE
CAPITAL FUND - REGULATORY BASIS

D-2

	<u>Ref.</u>	
Balance December 31, 2017	D	\$323,061.42
Increased by:		
Premium on Sale of Notes	D-9	<u>10,428.10</u>
Balance December 31, 2018	D	<u>\$333,489.52</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
WATER UTILITY

STATEMENT OF REVENUE - REGULATORY BASIS

D-3

<u>Source</u>	<u>Ref.</u>	<u>Budget</u>	<u>Realized</u>	<u>Excess</u>
Operating Surplus Anticipated	D-1	\$ 434,100.00	\$ 434,100.00	\$
Water Rents	D-1,Below	2,180,000.00	2,231,790.44	51,790.44
Miscellaneous	D-1,Below	<u>45,000.00</u>	<u>101,370.32</u>	<u>56,370.32</u>
Total Revenue	D-4	<u>\$ 2,659,100.00</u>	<u>\$ 2,767,260.76</u>	<u>\$ 108,160.76</u>

Analysis of Water Rents

Consumer Accounts Receivable:

Collections	D-6,10		\$ 2,211,698.18	
Interfunds Receivable:				
Water Rents	D-9		5,588.70	
Water Utility Liens	D-9		20.21	
Overpayment Applied	D-10		<u>14,483.35</u>	
	Above		<u>\$ 2,231,790.44</u>	

Analysis of Miscellaneous Revenue

Tax Collector:

Water Penalty			\$ 19,773.53	
Meter Charges			17,840.00	
Water Connection Fees			14,000.00	
Tap-Ins			1,000.00	
Inspection Fees			1,025.00	
Swimming Pool Fill Fees			1,680.00	
Final Reading Fees			620.00	
Temporary Water Fees			525.00	
Miscellaneous			<u>875.98</u>	
	D-6		57,339.51	
Water Penalty	D-9		1,231.74	
Interest on Investments and Deposits:				
Collections	D-5	\$ 39,422.55		
Money Market	D-7	1,110.23		
Interfunds Receivable	D-9	<u>2,266.29</u>		
			<u>42,799.07</u>	
	Above		<u>\$ 101,370.32</u>	

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
WATER UTILITY

STATEMENT OF EXPENDITURES - REGULATORY BASIS

D-4

<u>Ref.</u>	<u>Budget</u>	<u>Paid or Charged</u>	<u>Expended</u>		<u>Balance Cancelled</u>
			<u>Encumbered</u>	<u>Reserved</u>	
Operating					
Salaries and Wages	\$ 375,000.00	\$ 338,194.20		\$ 36,805.80	\$
Other Expenses	2,000,000.00	1,309,381.97	135,620.88	554,997.15	
Financial Administration:					
Other Expenses	<u>7,600.00</u>	<u>6,500.00</u>		<u>1,100.00</u>	
	<u>2,382,600.00</u>	<u>1,654,076.17</u>	<u>135,620.88</u>	<u>592,902.95</u>	
Debt Service					
Payment of Bond Principal	40,000.00	40,000.00			
Payment of Bond Anticipation Notes and Capital Notes	108,000.00	108,000.00			
Interest on Bonds	22,500.00	21,958.00			542.00
Interest on Notes	30,500.00	30,326.90			173.10
	<u>201,000.00</u>	<u>200,284.90</u>			<u>715.10</u>
Statutory Expenditures					
Contributions to:					
Public Employees' Retirement System	43,500.00	43,500.00			
Social Security System (OAS)	27,000.00	23,841.70			3,158.30
Unemployment Compensation Insurance	5,000.00				5,000.00
	<u>75,500.00</u>	<u>67,341.70</u>			<u>8,158.30</u>
	<u>\$ 2,659,100.00</u>	<u>\$ 1,921,702.77</u>	<u>\$ 135,620.88</u>	<u>\$ 601,061.25</u>	<u>\$ 715.10</u>
<u>Reference</u>	<u>D-3</u>	<u>Below</u>	<u>D</u>	<u>D</u>	
Cash Disbursed	<u>Ref.</u>				
Accrued Interest on Bonds	D-5	\$ 1,825,917.87			
Accrued Interest on Notes	D-15	21,958.00			
Interfunds Payable	D-16	30,326.90			
	D-19	43,500.00			
	Above	<u>\$ 1,921,702.77</u>			

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

E
Sheet #1

<u>ASSETS</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2018</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
<u>Operating Fund</u>			
Cash - Checking	E-6	\$ 3,653,039.19	\$ 3,553,153.86
Cash - Money Market	E-8	1,250.07	1,220.55
Interfunds Receivable	E-15	3,035.58	153,104.46
		<u>3,657,324.84</u>	<u>3,707,478.87</u>
Receivables with Full Reserves:			
Sewer Rents Receivable	E-11	116,108.29	119,261.34
Sewer Liens Receivable	E-12	740.64	779.02
		<u>3,774,173.77</u>	<u>3,827,519.23</u>
<u>Assessment Trust Fund</u>			
Cash - Checking Account	E-6,9	48,739.88	63,515.93
Assessment Liens:			
Unpledged	E-13	2,580.60	2,580.60
Assessment Lien Interest and Costs	E-14	428.13	428.13
Interfunds Receivable	E-15	13,698.00	13,698.00
		<u>65,446.61</u>	<u>80,222.66</u>
<u>Capital Fund</u>			
Cash - Checking Account	E-6	270,361.59	217,429.99
Cash - Money Market	E-8	5,213.61	5,213.61
	E-10	275,575.20	222,643.60
Interfunds Receivable	E-15	5,632.74	50,512.50
Fixed Capital	E-16	22,839,368.14	22,839,368.14
Fixed Capital Authorized and Uncompleted	E-17	531,000.00	531,000.00
		<u>23,651,576.08</u>	<u>23,643,524.24</u>
		<u>\$27,491,196.46</u>	<u>\$27,551,266.13</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

E
Sheet #2

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2018</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
<u>Operating Fund</u>			
Appropriation Reserves:			
Encumbered	E-5,18	\$ 5,118.58	\$ 4,781.80
Unencumbered	E-5,18	533,649.87	820,402.53
Accrued Interest on Bonds	E-19	2,225.78	3,474.51
Accrued Interest on Notes	E-20	1,275.75	1,207.16
Sewer User Overpayments	E-21	31,398.54	31,780.69
Interfunds Payable	E-24	67,204.36	157,072.26
		<u>640,872.88</u>	<u>1,018,718.95</u>
Reserve for Receivables		116,848.93	120,040.36
Fund Balance	E-1	3,016,451.96	2,688,759.92
		<u>3,774,173.77</u>	<u>3,827,519.23</u>
<u>Assessment Trust Fund</u>			
Interfunds Payable	E-24	10,315.42	25,091.47
Reserves for:			
Assessment Lien Interest and Costs	E-14	428.13	428.13
Assessments and Liens Receivable	E-25	2,580.60	2,580.60
Fund Balance	E-2	52,122.46	52,122.46
		<u>65,446.61</u>	<u>80,222.66</u>
<u>Capital Fund</u>			
Serial Bonds	E-30		13,000.00
Refunding Bonds	E-29	130,000.00	205,000.00
Bond Anticipation Notes	E-28	486,000.00	580,000.00
Improvement Authorizations:			
Unfunded	E-22	331,984.16	331,984.16
Capital Improvement Fund	E-23	38,530.00	38,530.00
Interfunds Payable	E-24	2,419.10	
Reserves for:			
Amortization	E-26	22,559,368.14	22,421,368.14
Deferred Reserve for Amortization	E-27	59,500.00	15,500.00
Fund Balance	E-3	43,774.68	38,141.94
		<u>23,651,576.08</u>	<u>23,643,524.24</u>
		<u>\$27,491,196.46</u>	<u>\$27,551,266.13</u>
Bonds and Notes Authorized but Not Issued	E-31	<u>\$ 135,500.00</u>	<u>\$ 135,500.00</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

COMPARATIVE STATEMENTS OF OPERATIONS
AND CHANGES IN FUND BALANCE - REGULATORY BASIS

E-1

	<u>Ref.</u>	<u>Year 2018</u>	<u>Year 2017</u>
<u>Revenue and Other Income</u>			
Operating Surplus Anticipated	E-4	\$ 455,784.00	\$ 668,429.00
Sewer Rents	E-4	4,894,063.88	4,995,766.22
Interest on Investments and Deposits	E-4	25,670.06	15,812.49
Miscellaneous	E-4	75,912.36	57,966.90
Other Credits to Income:			
Unexpended Balance of Appropriation			
Reserves	E-18	806,457.03	456,147.78
		<u>6,257,887.33</u>	<u>6,194,122.39</u>
 <u>Expenditures</u>			
Budget Appropriations:			
Operations	E-5	4,899,284.00	4,890,829.00
Debt Service	E-5	204,627.29	136,038.71
Statutory Expenditures	E-5	70,500.00	65,500.00
Surplus (General Budget)	E-5	300,000.00	300,000.00
		<u>5,474,411.29</u>	<u>5,392,367.71</u>
Excess in Revenue		783,476.04	801,754.68
 <u>Fund Balance</u>			
Balance January 1	E	2,688,759.92	2,555,434.24
		<u>3,472,235.96</u>	<u>3,357,188.92</u>
Decreased by:			
Utilized as Anticipated Revenue	E-4	455,784.00	668,429.00
Balance December 31	E	<u>\$3,016,451.96</u>	<u>\$2,688,759.92</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

STATEMENT OF FUND BALANCE
ASSESSMENT TRUST FUND - REGULATORY BASIS

E-2

	<u>Ref.</u>	
Balance December 31, 2017	E	<u>\$ 52,122.46</u>
Balance December 31, 2018	E	<u><u>\$ 52,122.46</u></u>

STATEMENT OF FUND BALANCE
CAPITAL FUND - REGULATORY BASIS

E-3

	<u>Ref.</u>	
Balance December 31, 2017	E	\$ 38,141.94
Increased by:		
Premium on Sale of Notes	E-15	<u>5,632.74</u>
Balance December 31, 2018	E	<u><u>\$ 43,774.68</u></u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

STATEMENT OF REVENUE - REGULATORY BASIS

E-4

<u>Source</u>	<u>Ref.</u>	<u>Budget</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
Operating Surplus Anticipated	E-1	\$ 455,784.00	\$ 455,784.00	\$
Sewer Rents	E-1,Below	4,995,000.00	4,894,063.88	(100,936.12)
Interest on Investments and Deposits	E-1,Below	15,000.00	25,670.06	10,670.06
Miscellaneous	E-1,Below	<u>10,000.00</u>	<u>75,912.36</u>	<u>65,912.36</u>
	E-5	<u>\$5,475,784.00</u>	<u>\$5,451,430.30</u>	<u>\$ (24,353.70)</u>
 <u>Analysis of Sewer Rents</u>				
Collections	E-7,11		\$4,852,200.55	
Interfunds Receivable:				
Sewer Rents	E-15		9,303.62	
Sewer Liens	E-15		779.02	
Overpayment Applied	E-21		<u>31,780.69</u>	
	Above		<u>\$4,894,063.88</u>	
 <u>Interest on Investments and Deposits</u>				
Collections	E-6		\$ 22,997.49	
Money Market Account	E-8		29.52	
Interfunds Receivable	E-15		<u>2,643.05</u>	
	Above		<u>\$ 25,670.06</u>	
 <u>Analysis of Miscellaneous Revenue</u>				
Sewer Connections			\$ 29,700.00	
Sewer Inspections			5,270.00	
Sewer - Penalty			40,835.02	
Sewer - Miscellaneous			60.21	
	E-7		<u>75,865.23</u>	
Interest and Cost on Sewer Liens	E-15		<u>47.13</u>	
	Above		<u>\$ 75,912.36</u>	

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

STATEMENT OF EXPENDITURES - REGULATORY BASIS

E-5

	Ref.	Budget	Modified Budget	Paid or Charged	Expended		Reserved Unencumbered	Balance Cancelled
					Encumbered	Unencumbered		
<u>Operating</u>								
Salaries and Wages		\$ 375,000.00	\$ 375,000.00	\$ 338,088.10	\$	\$ 36,911.90	\$	
Other Expenses		890,000.00	994,999.00	598,978.61	5,118.58	390,901.81		
Financial Administration:								
Other Expenses		7,600.00	7,600.00	6,500.00		1,100.00		
Regional Sewerage Authority Share of Costs		3,621,684.00	3,521,685.00	3,419,920.00		101,765.00		
	E-1	<u>4,894,284.00</u>	<u>4,899,284.00</u>	<u>4,363,486.71</u>	<u>5,118.58</u>	<u>530,678.71</u>		
<u>Debt Service</u>								
Payment of Bond Principal		88,000.00	88,000.00	88,000.00				
Payment of Bond Anticipation Note Principal		94,000.00	94,000.00	94,000.00				
Interest on Bonds		6,000.00	6,000.00	5,207.03				792.97
Interest on Notes		18,000.00	18,000.00	17,420.26				579.74
	E-1	<u>206,000.00</u>	<u>206,000.00</u>	<u>204,627.29</u>				<u>1,372.71</u>
<u>Statutory Expenditures</u>								
Contributions to:								
Public Employees' Retirement System		43,500.00	43,500.00	43,500.00				
Social Security System (OASI)		27,000.00	27,000.00	24,028.84		2,971.16		
Unemployment Compensation Insurance		5,000.00	5,000.00	67,528.84		2,971.16		
	E-1	<u>75,500.00</u>	<u>70,500.00</u>	<u>115,057.68</u>		<u>5,942.32</u>		
Surplus (General Budget)		300,000.00	300,000.00	300,000.00				
	E-1	<u>\$ 5,475,784.00</u>	<u>\$ 5,475,784.00</u>	<u>\$ 4,935,642.84</u>	<u>\$ 5,118.58</u>	<u>\$ 533,649.87</u>		<u>\$ 1,372.71</u>
Reference	E-4			Below	E	E		
	Ref.							
Cash Disbursed	E-6			\$ 4,794,515.55				
Accrued Interest on Bonds	E-19			5,207.03				
Accrued Interest on Notes	E-20			17,420.26				
Interfunds Payable	E-24			118,500.00				
	Above			\$ 4,935,642.84				

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

E

<u>ASSETS</u>	<u>Ref.</u>	Balance <u>Dec. 31, 2018</u>	Balance <u>Dec. 31, 2017</u>
<u>Operating Fund</u>			
Cash - Checking	F-5	\$ 92,821.79	\$ 102,736.98
Cash - Money Market	F-7	7,905.83	7,820.38
Interfunds Receivable	F-9	255.72	36,266.23
		<u>100,983.34</u>	<u>146,823.59</u>
<u>Capital Fund</u>			
Cash - Checking Account	F-5	17,669.67	51,069.68
Cash - Money Market	F-7	10,806.00	10,806.00
	F-8	28,475.67	61,875.68
Interfunds Receivable	F-9	579.50	2,610.50
Fixed Capital	F-10	1,674,727.77	1,674,727.77
Fixed Capital Authorized and Uncompleted	F-11	199,000.00	199,000.00
		<u>1,902,782.94</u>	<u>1,938,213.95</u>
		<u>\$2,003,766.28</u>	<u>\$ 2,085,037.54</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
<u>Operating Fund</u>			
Appropriation Reserves:			
Encumbered	F-4	\$ 24.18	\$
Unencumbered	F-4,12	32,243.72	46,205.89
Accrued Interest on Notes	F-13	131.25	108.33
Accrued Interest on Bonds	F-14	60.00	419.40
Interfunds Payable	F-17	980.50	23,781.55
		<u>33,439.65</u>	<u>70,515.17</u>
Fund Balance	F-1	67,543.69	76,308.42
		<u>100,983.34</u>	<u>146,823.59</u>
<u>Capital Fund</u>			
Serial Bonds	F-22	8,000.00	35,000.00
Bond Anticipation Notes	F-21	50,000.00	50,000.00
Improvement Authorizations:			
Unfunded	F-15	34,299.97	34,299.97
Capital Improvement Fund	F-16	3,350.00	3,350.00
Interfunds Payable	F-17	255.72	36,266.23
Reserves for:			
Preliminary Study	F-18	7,280.80	7,280.80
Amortization	F-19	1,724,727.77	1,697,727.77
Deferred Amortization	F-20	23,000.00	23,000.00
Fund Balance	F-2	51,868.68	51,289.18
		<u>1,902,782.94</u>	<u>1,938,213.95</u>
		<u>\$2,003,766.28</u>	<u>\$ 2,085,037.54</u>
 Bonds and Notes Authorized but Not Issued	 F-23	 <u>\$ 68,000.00</u>	 <u>\$ 68,000.00</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

COMPARATIVE STATEMENTS OF OPERATIONS
AND CHANGES IN FUND BALANCE - REGULATORY BASIS

F-1

	<u>Ref.</u>	<u>Year 2018</u>	<u>Year 2017</u>
<u>Revenue and Other Income</u>			
Fund Balance Utilized	F-3	\$ 48,750.00	\$ 42,000.00
Membership Fees	F-3	118,709.14	140,445.00
Nonbudget Revenue	F-3	14,386.24	9,025.32
Other Credits to Income:			
Unexpended Balance of Appropriation			
Reserves	F-12	46,029.74	28,275.18
		<u>227,875.12</u>	<u>219,745.50</u>
 <u>Expenditures</u>			
Budget Appropriations:			
Operations	F-4	158,750.00	157,400.00
Debt Service	F-4	29,139.85	32,539.80
		<u>187,889.85</u>	<u>189,939.80</u>
Excess in Revenue		39,985.27	29,805.70
 <u>Fund Balance</u>			
Balance January 1	F	76,308.42	88,502.72
		<u>116,293.69</u>	<u>118,308.42</u>
Decreased by:			
Utilized as Anticipated Revenue	F-3	48,750.00	42,000.00
Balance December 31	F	<u>\$ 67,543.69</u>	<u>\$ 76,308.42</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

STATEMENT OF FUND BALANCE
CAPITAL FUND - REGULATORY BASIS

F-2

	<u>Ref.</u>	
Balance December 31, 2017	F	\$ 51,289.18
Increased by:		
Premium on Sale of Notes	F-9	<u>579.50</u>
Balance December 31, 2018	F	<u>\$ 51,868.68</u>

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

STATEMENT OF REVENUE - REGULATORY BASIS

F-3

	<u>Ref.</u>	<u>Budget</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
<u>Revenue</u>				
Fund Balance Utilized	F-1	\$ 48,750.00	\$ 48,750.00	\$
Membership Fees	F-1,6	<u>140,000.00</u>	<u>118,709.14</u>	<u>(21,290.86)</u>
Budget Totals	F-4	188,750.00	167,459.14	(21,290.86)
Nonbudget Revenue	F-1,Below	<u> </u>	<u>14,386.24</u>	<u>14,386.24</u>
		<u>\$ 188,750.00</u>	<u>\$ 181,845.38</u>	<u>\$ (6,904.62)</u>
 <u>Nonbudget Revenue Realized</u>				
Guest Passes	F-6		\$ 7,719.00	
Nursery School Fees	F-6		300.00	
Concession Rent	F-6		<u>5,050.00</u>	
			13,069.00	
 Interest on Deposits:				
Collections	F-5	\$ 976.07		
Money Market Account	F-7	85.45		
Interfunds Receivable	F-9	<u>255.72</u>		
			<u>1,317.24</u>	
	Above		<u>\$ 14,386.24</u>	

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

STATEMENT OF EXPENDITURES - REGULATORY BASIS

F-4

	Ref.	Budget	Modified Budget	Expended			Balance Cancelled
				Paid or Charged	Encumbered	Reserved Unencumbered	
<u>Operating</u>							
Salaries and Wages		\$ 90,000.00	\$ 90,000.00	\$ 86,862.14	\$ 24.18	\$ 3,117.86	\$
Other Expenses		56,000.00	64,000.00	35,649.96		28,325.86	
Financial Administration:							
Other Expenses	F-1	4,750.00	4,750.00	3,950.00		800.00	
		<u>150,750.00</u>	<u>158,750.00</u>	<u>126,482.10</u>	<u>24.18</u>	<u>32,243.72</u>	
<u>Debt Service</u>							
Payment of Bond Principal		27,000.00	27,000.00	27,000.00			378.90
Interest on Bonds		1,000.00	1,000.00	621.10			481.25
Interest on Notes	F-1	2,000.00	2,000.00	1,518.75			860.15
		<u>30,000.00</u>	<u>30,000.00</u>	<u>29,139.85</u>			
<u>Statutory Expenditures</u>							
Contributions to:							
Social Security System (OASI)		7,500.00					
Unemployment Compensation							
Insurance		500.00					
		<u>8,000.00</u>					
		<u>\$ 188,750.00</u>	<u>\$ 188,750.00</u>	<u>\$ 155,621.95</u>	<u>\$ 24.18</u>	<u>\$ 32,243.72</u>	<u>\$ 860.15</u>
<u>Reference</u>			F-3	Below	F	F	
	Ref.						
Cash Disbursed	F-5			\$ 153,482.10			
Accrued Interest on Notes	F-13			1,518.75			
Accrued Interest on Bonds	F-14			621.10			
			Above	\$ 155,621.95			

See accompanying notes to financial statements.

TOWNSHIP OF FAIRFIELD
PUBLIC ASSISTANCE TRUST FUND

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

G

<u>ASSETS</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2018</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
Cash	G-1	<u>\$ 1,183.30</u>	<u>\$ 1,180.53</u>
 <u>LIABILITIES AND FUND BALANCE</u>			
Reserve for Public Assistance Expenditures	G-2	<u>\$ 1,183.30</u>	<u>\$ 1,180.53</u>

See accompanying notes to financial statements.

NOTES TO FINANCIAL STATEMENTS

TOWNSHIP OF FAIRFIELD

**NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2018**

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Township of Fairfield is governed by the Small Municipality Plan of the Optional Municipal Charter Law. The Township Council consists of four members, one of which is appointed Council President on an annual basis. The Mayor and each Council member are elected in a general election for a term of three years. Each Council member, including the Mayor, carries the power of one legislative vote.

Governmental Accounting Standards Board (GASB) Statement No. 14 establishes certain standards for defining and reporting on the financial reporting entity. In accordance with these standards, the reporting entity should include the primary government and those component units which are fiscally accountable to the primary government.

The financial statements of the Township of Fairfield include every board, body, officer or commission supported and maintained wholly or in part by funds appropriated by the Township, as required by the provisions of N.J.S. 40A:5-5. The financial statements, however, do not include the operations of the Municipal Library, which is a separate entity subject to a separate examination.

B. Measurement Focus, Basis of Accounting and Basis of Presentation

Description of Funds

The Governmental Accounting Standards Board (GASB) is the recognized standard setting body for establishing governmental accounting and financial reporting principles. The GASB establishes three fund types and two account groups to be used by governmental units when reporting financial position and results of operations in accordance with accounting principles generally accepted in the United States of America (GAAP).

The accounting policies of the Township of Fairfield conform to the accounting principles applicable to municipalities which have been prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. These principles are a "Modified Accrual Basis of Accounting" which differs from accounting principles generally accepted in the United States of America (GAAP) for governmental entities. Such principles and practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Under this method of accounting, the Township of Fairfield accounts for its financial transactions through the following separate funds which differ from the fund structure required by GAAP:

Current Fund - Encompasses resources and expenditures for basic governmental operations. Fiscal activity of Federal and State grant programs are reflected in a segregated section of the Current Fund.

Trust Funds - The records of receipts, disbursements and custodianship of monies in accordance with the purpose for which each account was created are maintained in Trust Funds. These include the Assessment Trust Fund, Animal Control Trust Fund, General Trust Fund and Developers' Escrow Trust Fund.

General Capital Fund - The receipts and expenditure records for the acquisition of general infrastructure and other capital facilities, other than those acquired in the Current Fund, are maintained in this Fund, as well as, related long-term debt accounts.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

Description of Funds (Continued)

Utilities Funds - Water, Sewer and Swimming Pool Utilities are treated as separate entities. Each maintains its own Operating and Capital Funds which reflect revenue, expenditures, stewardship, acquisitions of utility infrastructure and other capital facilities, debt service, long-term debt and other related activity.

Public Assistance Trust Fund - Receipts and disbursements of funds that provide assistance to certain residents of the Township of Fairfield pursuant to the provisions of Title 44 of the New Jersey statutes are maintained in the Public Assistance Trust Fund.

Free Public Library - Budget Appropriations and State Aid are transferred to the Free Public Library bank account and are expended with the approval of the Library for its purposes. Interest on investments, Library fines and other revenue are retained by the Library and expended therefrom. The Library is the subject of a separate report.

Payroll Fund - Net salaries, certain payroll deductions and social security contributions of municipal and utility operations are deposited into various bank accounts of the Payroll Fund. A Payroll Fund does not exist under GAAP.

Capital Fixed Assets - These accounts reflect estimated valuations of land, buildings and certain movable fixed assets of the Township as discussed under the caption of "Basis of Accounting".

Basis of Accounting

The accounting principles and practices prescribed for municipalities by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, differ in certain respects from accounting principles generally accepted in the United States of America. The accounting system is maintained on the modified accrual basis with certain exceptions. Significant accounting policies in New Jersey are summarized as follows:

Property Taxes and Other Revenue

Property taxes and other revenue are realized when collected in cash or approved by regulation for accrual from certain sources of the State of New Jersey and the Federal Government. Accruals of taxes and other revenue are otherwise deferred as to realization by the establishment of offsetting reserve accounts. GAAP requires such revenue to be recognized in the accounting period when they become susceptible to accrual, reduced by an allowance for doubtful accounts.

Grant Revenue

Federal and State grants, entitlements or shared revenue received for purposes normally financed through the Current Fund are recognized when anticipated in the Township of Fairfield budget. GAAP requires such revenue to be recognized in the accounting period when they become susceptible to accrual.

Expenditures

Expenditures for general and utility operations are generally recorded on the accrual basis. Unexpended appropriation balances, except for amounts which may have been cancelled by the governing body or by statutory regulation, are automatically recorded as liabilities at December 31st of each year, under the title of "Appropriation Reserves".

Grant appropriations are charged upon budget adoption to create spending reserves.

Budgeted transfers to the Capital Improvement Fund are recorded as expenditures to the extent permitted by law.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

Basis of Accounting (Continued)

Expenditures (Continued)

Expenditures from Trust and Capital Funds are recorded upon occurrence and charged to accounts statutorily established for specific purposes.

Budget Appropriations for interest on General Capital Long-Term Debt is raised on the cash basis and is not accrued on the records; interest on Utility Debt is raised on the accrual basis and so recorded.

GAAP requires expenditures to be recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt, which should be recognized when due.

Encumbrances

As of January 1, 1986 all local units were required by Technical Accounting Directive No. 85-1, as promulgated by the Division of Local Government Services, to maintain an encumbrance accounting system. The directive states that contractual orders outstanding at December 31st are reported as expenditures through the establishment of an encumbrance payable. Encumbrances do not constitute expenditures under GAAP.

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 year. Lapsed appropriation reserves are recorded as additions to income. Appropriation reserves do not exist under GAAP.

Compensated Absences

Expenditures relating to obligations for unused vested accumulated sick, vacation and compensatory pay are not recorded until paid. GAAP requires that the amount that would normally be liquidated with expendable available financial resources be recorded as an expenditure in the operating funds and the remaining obligations be recorded as a long-term obligation.

Property Acquired for Taxes

Property Acquired for Taxes (Foreclosed Property) is recorded in the Current Fund at the assessed valuation during the year when such property was acquired by deed or foreclosure and is offset by a corresponding reserve account. GAAP requires such property to be recorded in the Capital Fixed Assets at market value on the date of acquisition.

Self-Insurance Contributions

Contributions to self-insurance funds are charged to budget appropriations. GAAP requires that payments be accounted for as an operating transfer and not as an expenditure.

Interfunds Receivable

Interfunds Receivable in the Current Fund are generally recorded with offsetting reserves which are established by charges to operations. Collections are recognized as income in the year that the receivables are realized. Interfunds Receivable of all other funds are recorded as accrued and are not offset with reserve accounts. Interfunds Receivable of one fund are offset with Interfunds Payable of the opposite fund. GAAP does not require the establishment of an offsetting reserve.

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

B. **Measurement Focus, Basis of Accounting and Basis of Presentation (Continued)**

Basis of Accounting (Continued)

Inventories of Supplies

Materials and supplies purchased by all funds are recorded as expenditures.

An annual inventory of materials and supplies for the Water, Sewer and Swimming Pool Utilities are required, by regulation, to be prepared by Township personnel for inclusion on the Water, Sewer and Swimming Pool Utilities Operating Fund balance sheet. Annual changes in valuations, offset with a Reserve Account, are not considered as affecting results of operations. Materials and supplies of other funds are not inventoried nor included on their respective balance sheets.

Capital Fixed Assets

General:

In accordance with Technical Accounting Directive No. 85-2, Accounting for Governmental Fixed Assets, as promulgated by the Division of Local Government Services, which differs in certain respects from GAAP, the Township of Fairfield has developed a fixed asset accounting and reporting system.

GAAP requires that fixed assets be capitalized at historical or estimated historical cost if actual historical cost is not available. Depreciation on utility fixed assets should also be recorded.

Fixed assets used in governmental operations (capital fixed assets) are accounted for in the Capital Fixed Assets. Public domain ("infrastructure") capital 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.

Acquisitions of land, buildings, machinery, equipment and other capital assets are recorded on a perpetual fixed asset record.

Vehicles, furniture, equipment and other items are reflected at replacement values at time of inventory preparation. Additions to the established fixed assets are valued at cost.

Depreciation of assets is not recorded as an operating expense of the Township.

Utilities:

Capital acquisitions, including utility infrastructure costs of the Water, Sewer and Swimming Pool Utilities, are recorded at cost upon purchase or project completion in the Fixed Capital Account of the utilities. The Fixed Capital Accounts are adjusted for dispositions or abandonments. The accounts include movable fixed assets of the Utility but are not specifically identified and are considered as duplicated in the Capital Fixed Assets. The duplication is considered as insignificant on its effect on the financial statements taken as a whole.

Utility improvements that may have been constructed by developers are not recorded as additions to Fixed Capital.

Fixed Capital of the Utilities are offset by accumulations in Amortization Reserve Accounts. The accumulations represent costs of fixed assets purchased with budgeted funds or acquired by gift as well as grants, developer contributions or liquidations of related bonded debt and other liabilities incurred upon fixed asset acquisition.

1. **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

B. **Measurement Focus, Basis of Accounting and Basis of Presentation (Continued)**

Basis of Accounting (Continued)

Capital Fixed Assets (Continued)

The Fixed Capital Accounts reflected herein are as recorded in the records of the municipality and do not necessarily reflect the true condition of such Fixed Capital. The records consist of a control account only. Detailed records are not maintained.

C. **Basic Financial Statements**

The GASB Codification also defines the financial statements of a governmental unit to be presented in the general purpose financial statements to be in accordance with GAAP. The Township of Fairfield presents the financial statements listed in the table of contents which are required by the Division of Local Government Services and which differ from the financial statements required by GAAP. In addition, the Division requires the financial statements listed in the table of contents to be referenced to the supplementary schedules. This practice differs from GAAP.

D. **Recent Accounting Pronouncements Not Yet Effective**

In January 2017, the Governmental Accounting Standards Board issued GASB Statement No. 84, "Fiduciary Activities". The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported and is effective for reporting periods beginning after December 15, 2018. The Township is currently reviewing what effect, if any, this Statement might have on future financial statements.

In June 2017, the Governmental Accounting Standards Board issued GASB Statement No. 87, "Leases". The object of this Statement is to better meet the information needs of financial statements users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of government's financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract and is effective for reporting periods beginning after December 15, 2019. The Township is currently reviewing what effect, if any, this Statement might have on future financial statements.

In March 2018, the Governmental Accounting Standards Board issued GASB Statement No. 88, "Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements". The primary objective of this Statement is to improve the information that is disclosed in notes to governmental financial statements related to debt, including direct borrowings and direct placements. It also clarifies which liabilities governments should include when disclosing information related to debt. The requirements of this Statement are effective for reporting periods beginning after June 15, 2018. The Township is currently reviewing what effect, if any, this Statement might have on future financial statements.

In June 2018, the Governmental Accounting Standards Board issued GASB Statement No. 89, "Accounting for Interest Cost Incurred Before the End of a Construction Period". The objectives of this Statement are (1) to enhance the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period and (2) to simplify accounting for interest cost incurred before the end of a construction period. The requirements of this Statement are effective for reporting periods beginning after December 15, 2019. The requirements of this Statement should be applied prospectively. The Township is currently reviewing what effect, if any, this Statement might have on future financial statements.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

D. Recent Accounting Pronouncements Not Yet Effective (Continued)

In August 2018, the Governmental Accounting Standards Board issued GASB Statement No. 90, "Majority Equity Interests - An Amendment of GASB Statements No. 14 and No. 61". The primary objectives of this Statement are to improve the consistency and comparability of reporting a government's majority interest in a legally separate organization and to improve the relevance of financial statement information to certain component units. The requirements of this Statement are effective for reporting periods beginning after December 15, 2018. Earlier application is encouraged. The requirements should be applied retroactively, except for the provisions related to (1) reporting a majority equity interest in a component unit and (2) reporting a component unit if the government acquires a 100 percent equity interest. Those provisions should be applied on a prospective basis. The Township does not expect this Statement to impact its financial statements. The Township is currently reviewing what effect, if any, this Statement might have on future financial statements.

2. CASH, CASH EQUIVALENTS AND INVESTMENTS

A. Cash and Cash Equivalents

New Jersey statutes permit the deposit of public funds in institutions located in New Jersey, which are insured by the Federal Deposit Insurance Corporation (FDIC) or any other agencies of the United States that insures deposits or the State of New Jersey Cash Management Fund.

The State of New Jersey Cash Management Fund is authorized by statute and regulations of the State Investment Council to invest in fixed income and debt securities which mature or are redeemed within one year. Twenty-five percent of the Fund may be invested in eligible securities which mature within two years provided, however, the average maturity of all investments in the Fund shall not exceed one year. Collateralization of Fund investments is generally not required.

In addition, by regulation of the Division of Local Government Services, municipalities are allowed to deposit funds in the Municipal Bond Insurance Association (MBIA) through their investment management company, the Municipal Investors Service Corporation.

In accordance with the provisions of the Governmental Unit Deposit Protection Act of New Jersey, public depositories are required to maintain collateral for deposits of public funds that exceed insurance limits as follows:

The market value of the collateral must equal five percent of the average daily balance of public funds or

If the public funds deposited exceed 75 percent of the capital funds of the depository, the depository must provide collateral having a market value equal to 100 percent of the amount exceeding 75 percent.

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 \$25,000,000.00.

The Township considers petty cash, change funds, cash in banks and deposits in the New Jersey Cash Management Fund as cash and cash equivalents.

2. CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)

A. Cash and Cash Equivalents (Continued)

As of December 31, 2018, the Township's cash, cash equivalents and investments consisted of:

	<u>2018</u>
TD Bank - Checking Account	\$ 17,039,862.50
BCB Bank - Checking Account	7,647,645.11
PNC Bank - Checking Account	1,890,221.54
Kearny Bank - Savings Account	2,033,889.97
Columbia Bank - Money Market Account	1,148,500.18
Lincoln Financial Group	692,549.13
New Jersey Cash Management Fund	<u>257,893.69</u>
 Total Cash and Cash Equivalents	 <u><u>\$ 30,710,562.12</u></u>

Custodial Credit Risk - Deposits - Custodial credit risk is the risk that in the event of a bank failure, the deposits may not be returned. The Township does not have a specific deposit policy for custodial risk other than those policies that adhere to the requirements of statute, which requires cash be deposited only in New Jersey based bank institutions that participate in the New Jersey Governmental Depository Protection Act (GUDPA) or in qualified investments established in New Jersey Statutes 40A:5-15.1(a) that are treated as cash equivalents. Under the act, all demand deposits are covered by the Federal Deposit Insurance Corporation (FDIC). Public funds owned by the Township in excess of FDIC insured amounts are protected by GUDPA. As of December 31, 2018, of the cash balance in the bank, \$1,750,000.00 was covered by Federal Depository Insurance and \$31,031,590.87 was covered under the provisions of NJGUDPA.

Interest Rate Risk - This is the risk that changes in market interest rates that will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to change in market interest rates. The Township's investment policy does not include limits on investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

As of December 31, 2018, the Township had investments in the State of New Jersey Cash Management Fund. The carrying amount of the investment at December 31, 2018 was \$257,893.69.

As of December 31, 2018, the Township had funds invested and on deposit in checking and New Jersey Cash Management Accounts. The amount on deposit of the Township's cash and cash equivalents and investments as of December 31, 2018 was \$32,781,590.87. These funds constitute "deposits with financial institutions" as defined by GASB Statement No. 40.

B. Investments

New Jersey P.L. 2017, c. 310 permits the Township to purchase various investments in accordance with the Township's Cash Management Plan.

3. TAXES AND TAX TITLE LIENS RECEIVABLE

Property assessments are determined on true values and taxes are assessed based upon these values. The residential tax bill includes the levies for the Township, County and School purposes. Certified adopted budgets are submitted to the County Board of Taxation by each taxing district. The tax rate is determined by the board upon the filing of these budgets.

3. TAXES AND TAX TITLE LIENS RECEIVABLE (Continued)

The tax bills are mailed by the Tax Collector annually in June and are payable in four quarterly installments due the first of August and November of the current year and a preliminary billing due the first of February and May of the subsequent year. The August and November billings represent the third and fourth quarter installments and are calculated by taking the total year tax levy less the preliminary first and second quarter installments due February and May. The preliminary levy is based on one-half of the current year's total tax.

Tax installments not paid by the above due dates are subject to interest penalties determined by a resolution of the governing body. The rate of interest in accordance with the aforementioned resolution is 8% per annum on the first \$1,500.00 of delinquency and 18% on any delinquency in excess of \$1,500.00. The resolution also sets a grace period of ten days before interest is calculated. In addition, any delinquency in excess of \$10,000.00 at the end of the calendar year is subject to a 6% penalty on the unpaid balance.

Taxes unpaid on the 11th day of the eleventh month in the fiscal year when the taxes become in arrears are subject to the tax sale provisions of the New Jersey statutes. The municipality may institute in rem foreclosure proceedings after six months from the date of the sale if the lien has not been redeemed.

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

Comparative Schedule of Tax Rates

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Tax Rate	<u>\$2.186</u>	<u>\$2.192</u>	<u>\$2.203</u>	<u>\$2.019</u>	<u>\$1.956</u>
Apportionment of Tax Rate:					
Municipal	\$0.514	\$0.517	\$0.522	\$0.501	\$0.483
Municipal Open Space	0.010	0.010	0.010	0.010	0.010
County	0.544	0.564	0.580	0.500	0.482
County Open Space	0.017	0.017	0.017	0.015	0.015
Local School	0.444	0.437	0.419	0.406	0.395
Regional High School	0.620	0.609	0.616	0.554	0.538
Library	0.037	0.038	0.039	0.033	0.033

Assessed Valuations

<u>Year</u>	<u>Amount</u>
2018	\$2,583,625,333.00
2017	2,576,151,298.00
2016	2,589,100,680.00
2015	2,620,481,953.00
2014	2,629,496,403.00

3. TAXES AND TAX TITLE LIENS RECEIVABLE (Continued)

Comparison of Tax Levies and Collections

<u>Year</u>	<u>Tax Levy</u>	<u>Collections</u>	<u>Percentage of Collections</u>
2018	\$ 56,707,539.06	\$ 55,848,380.84	98.48 %
2017	56,654,575.64	56,023,228.31	98.88
2016	57,180,875.76	56,270,029.66	98.41
2015	53,032,264.89	51,974,373.99	98.01
2014	51,560,096.21	50,691,843.82	98.31

Delinquent Taxes and Tax Title Liens

<u>Year</u>	<u>Amount of Tax Title Liens</u>	<u>Amount of Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2018	\$ 1,544,597.36	\$ 727,132.20	\$ 2,271,729.56	4.01 %
2017	1,438,960.76	490,073.44	1,929,034.20	3.40
2016	1,615,050.42	576,837.13	2,191,887.55	3.83
2015	1,443,978.80	523,228.90	1,967,207.70	3.71
2014	1,217,231.70	623,244.61	1,840,476.31	3.57

4. PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION

The value of property acquired by liquidation of tax title liens, on the basis of the last assessed valuation of such properties in the year of acquisition, was as follows:

<u>Year</u>	<u>Amount</u>
2018	\$4,760,200.00
2017	4,760,200.00
2016	4,810,800.00
2015	4,810,800.00
2014	4,810,800.00

5. WATER CONSUMER ACCOUNTS RECEIVABLE

The Township of Fairfield maintains a utility fund for the billing and collection of water rents. Billings are done on a quarterly basis.

A comparison of Water Utility billings and collections for the past five (5) years are as follows:

<u>Year</u>	<u>Billing</u>	<u>Collections*</u>
2018	\$ 2,223,163.03	\$ 2,231,790.44
2017	2,149,845.57	2,183,600.51
2016	2,247,095.21	2,231,713.12
2015	2,230,447.52	2,219,589.07
2014	1,946,056.39	1,976,699.69

*Collections include amounts that were levied in prior years.

6. SEWER RENTALS RECEIVABLE

The Township of Fairfield maintains a utility fund for the billing and collection of sewer user charges. Billings are done on a quarterly basis.

A comparison of billings and collections for the past five (5) years are as follows:

<u>Year</u>	<u>Billing</u>	<u>Collection*</u>
2018	\$ 4,890,854.46	\$ 4,894,063.88
2017	4,974,461.50	4,995,766.22
2016	4,897,853.60	4,915,774.59
2015	4,845,789.11	4,876,534.85
2014	4,626,956.11	4,720,582.88

*Collections include amounts that were levied in prior years.

7. SWIMMING POOL UTILITY

Swimming Pool Utility membership and guest fee collections for the past five (5) years are as follows:

<u>Year</u>	<u>Membership</u>	<u>Guests</u>
2018	\$118,709.14	\$7,719.00
2017	140,445.00	4,006.00
2016	166,235.21	8,610.00
2015	145,735.00	3,320.00
2014	155,605.00	7,495.00

8. FUND BALANCES APPROPRIATED

	<u>Year</u>	<u>Balance December 31</u>	<u>Utilized in Budgets of Succeeding Year</u>
Current Fund:	2018	\$ 8,497,901.70	\$ 3,700,000.00
	2017	7,432,636.31	3,000,000.00
	2016	4,837,039.49	1,822,000.00
	2015	3,527,086.45	1,765,000.00
	2014	3,251,355.12	1,828,000.00
Water Utility Operating Fund:	2018	1,428,594.31	561,600.00
	2017	1,093,731.64	434,100.00
	2016	723,127.88	372,458.00
	2015	970,806.86	387,806.00
	2014	719,857.88	185,375.00
Sewer Utility Operating Fund:	2018	3,016,451.96	661,072.00
	2017	2,688,759.92	455,784.00
	2016	2,555,434.24	668,429.00
	2015	2,624,243.48	327,700.00
	2014	2,280,426.42	-
Swimming Pool Utility Operating Fund:	2018	67,543.69	52,050.00
	2017	76,308.42	48,750.00
	2016	88,502.72	42,000.00
	2015	35,337.57	35,270.00
	2014	69,248.33	66,910.00

9. PENSION PLANS

Description of Systems

Substantially all of the Township's employees participate in one of the following contributory defined benefit public employee retirement systems which have been established by State statute: the Public Employees' Retirement System (PERS) or the Police and Firemen's Retirement System (PFRS). These systems are sponsored and administered by the New Jersey Division of Pensions and Benefits. The Public Employees' Retirement System and the Police and Firemen's Retirement System are considered a cost-sharing multiple-employer plan.

The amount of the Township's contribution is certified each year by PERS and PFRS on the recommendation of the actuary, who makes an annual actuarial valuation. The valuation is based on a determination of the financial condition of the retirement system. It includes the computation of the present dollar value of benefits payable to former and present members and the present dollar value of future employer and employee contributions, giving effect to mortality among active and retired members and also to the rates of disability, retirement, withdrawal, former service, salary and interest. 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 Investment and Division of Pensions and Benefits, the board of trustees and the actuaries. Specific information on actuarial assumptions and rates of return can be found at www.state.nj.us/treasury/pensions/annrpts.shtml.

The actuarially determined employer contribution includes funding for cost-of-living adjustments and noncontributory death benefits in the PERS and PFRS. In the PERS and PFRS the employer contribution includes funding for post-retirement medical premiums.

	PERS		
	<u>2018</u>	<u>2017</u>	<u>2016</u>
Covered Employee Payroll	\$ 2,990,767	\$ 2,855,243	\$ 2,838,535
Total Payroll	8,796,267	8,204,679	7,932,876
Actuarial Contribution			
Requirements	407,550	382,622	374,772
Total Contributions	629,507	590,214	577,156
Employer Share	407,550	382,622	374,772
% of Covered Payroll	13.63%	13.40%	13.20%
Employee's Share	221,957	207,592	202,384
% of Covered Payroll	7.42%	7.27%	7.13%
	PFRS		
	<u>2018</u>	<u>2017</u>	<u>2016</u>
Covered Employee Payroll	\$ 3,822,884	\$ 3,696,323	\$ 3,713,367
Total Payroll	8,796,267	8,204,679	7,932,876
Actuarial Contribution			
Requirements	1,053,421	994,926	851,332
Total Contributions	1,435,709	1,364,558	1,222,689
Employer Share	1,053,421	994,926	851,332
% of Covered Payroll	27.56%	26.92%	22.92%
Employee's Share	382,288	369,632	371,357
% of Covered Payroll	10.00%	10.00%	10.00%

Assumptions

The total PERS and PFRS pension liability for June 30, 2018 measurement date was determined by an actuarial valuation as of July 1, 2017 using an actuarial experience study for the period July 1, 2011 to June 30, 2014. The pension liability was rolled forward to June 30, 2018. The actuarial valuation used an inflation rate of 2.25%, projected salary increases through 2026 of 1.65% to 4.15% for PERS and 2.10% to 8.98% for PFRS based on age and thereafter 2.65% to 5.15% for PERS and 3.10% to 9.98% for PFRS based on age and an investment rate of return of 7.00%.

9. PENSION PLANS (Continued)

Description of Systems (Continued)

Assumptions (Continued)

For PERS, preretirement mortality rates were based on the RP-2000 Employee Preretirement Mortality Table for male and female active participants. For State employees, mortality tables are set back 4 years for males and females. For local employees, mortality tables are set back 2 years for males and 7 years for females. In addition, the tables provide for future improvements in mortality from the base year of 2013 using a generational approach based on the Conduent modified 2014 projection scale. Post-retirement mortality rates were based on the RP-2000 Combined Healthy Male and Female Mortality Tables (set back 1 year for males and females) for service retirements and beneficiaries of former members. In addition, the tables for service retirements and beneficiaries of former members provide for future improvements in mortality from 2012 to 2013 using Projection Scale AA and using a generational approach based on the Conduent 2014 projection scale thereafter. Disability retirement rates used to value disabled retirees were based on the RP-2000 Disabled Mortality Table (set back 3 years for males and set forward 1 year for females).

For PFRS, preretirement mortality rates were based on the RP-2000 Combined Healthy Mortality Tables projected on a generational basis from the base year of 2000 to 2013 using Projection Scale BB and the Conduent modified 2014 projection scale thereafter. For preretirement accidental mortality, a custom table with representative rates was used and there is no mortality improvement assumed. Post-retirement mortality rates for male service retirements are based on the RP-2000 Combined Healthy Mortality Tables projected on a generational basis using Projection Scale AA from the base year of 2012 to 2013 and the Conduent modified 2014 projection scale thereafter. Post-retirement mortality rates for female service retirements and beneficiaries were based on the RP-2000 Combined Healthy Mortality Tables projected on a generational basis from the base year of 2000 to 2013 using Projection Scale BB and the Conduent modified 2014 projection scales thereafter. Disability mortality rates were based on a custom table with representative rates and no mortality improvement assumed.

The discount rate used to measure the total pension liability was 5.66% for PERS and 6.51% for PFRS as of June 30, 2018. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.00% and a municipal bond rate of 3.87% as of June 30, 2018 based on the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount 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 contribution rate in the most recent fiscal year. The State employer contributed 50% of the actuarially determined contributions and the local employers contributed 100% of their actuarially determined contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through June 30, 2046 for PERS and June 30, 2062 for PFRS. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through June 30, 2046 for PERS and June 30, 2062 for PFRS, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability. More information on mortality rates and other assumptions and investment policies can be found at www.state.nj.us/treasury/pensions/annrpts.shtml.

Public Employees' Retirement System:

The Public Employees' Retirement System (PERS) was established as of January 1, 1955 under the provisions of N.J.S.A. 43:15A to provide retirement, death, disability and medical benefits to certain qualified members. The Public Employees' Retirement System is a cost-sharing multiple-employer plan. Membership is mandatory for substantially all full-time employees of the State of New Jersey or any county, municipality, school district or public agency, provided the employee is not required to be a member of another State-administered retirement system or other state of local jurisdiction.

9. PENSION PLANS (Continued)

Public Employees' Retirement System: (Continued)

Significant Legislation

P.L. 2011, c. 78, effective June 28, 2011, made various changes to the manner in which PERS operates and to the benefit provisions of that system. Provisions impacting employee pension and health benefits include:

- New members of PERS hired on or after June 28, 2011 (Tier 5 members), will need 30 years of creditable service and age 65 for receipt of the early retirement benefit without a reduction of ¼ to 1 percent for each month that the member is under age 65.
- The eligibility age to qualify for a service retirement in the PERS is increased from age 62 to 65 for Tier 5 members.
- Active member contribution rates will increase. PERS active member rates increase from 5.5 percent of annual compensation to 6.5 percent plus an additional 1 percent phased-in over 7 years. For Fiscal Year 2013, the member contribution rates increased in July 2013. The phase-in of the additional incremental member contributions for PERS members will take place in July of each subsequent fiscal year.
- The payment of automatic cost-of-living adjustment (COLA) additional increases to current and future retirees and beneficiaries is suspended until reactivated as permitted by this law.

In addition, the method for amortizing the pension systems' unfunded accrued liability changed (from a level percent of pay method to a level dollar of pay).

The following presents the Township's proportionate share of the Collective PERS net pension liability calculated using the discount rate of 5.66% and 5.00% as of June 30, 2018 and 2017, respectively, as well as what the PERS net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the assumed rate.

**Sensitivity of the Township's Proportionate Share of the Collective PERS
Net Pension Liability to Changes in the Discount Rate**

	At 1% Decrease <u>(4.66%)</u>	At Current Discount Rate <u>(5.66%)</u>	At 1% Increase <u>(6.66%)</u>
2018	<u>\$ 10,143,825</u>	<u>\$ 8,067,399</u>	<u>\$ 6,325,411</u>
	At 1% Decrease <u>(4.00%)</u>	At Current Discount Rate <u>(5.00%)</u>	At 1% Increase <u>(6.00%)</u>
2017	<u>\$ 11,927,468</u>	<u>\$ 9,614,523</u>	<u>\$ 7,687,553</u>

9. PENSION PLANS (Continued)

Police and Firemen's Retirement System:

The Police and Firemen's Retirement System (PFRS) was established in July, 1944 under the provisions of N.J.S.A. 43:16A to provide coverage to substantially all full-time county and municipal police and firemen and State firemen appointed after June 30, 1944. Membership is mandatory for such employees. Members may opt for Service Retirement if over age 55 or Special Retirement at any age if they have a minimum of 25 years of service or 20 years of service if enrolled in the PFRS as of January 18, 2000. Retirement benefits vary depending on age and years of service.

Chapter 428, Public Law of 1999, effective January 18, 2000, allows a member, age 55 and older with 20 or more years of service, to retire with a benefit equaling 50% of final compensation, in lieu of the regular retirement allowance available to the member. Final compensation means the compensation received by the member in the last twelve months of creditable service preceding retirement.

In addition, a member of the system as of the effective date of this law may retire with 20 or more years of service with a retirement allowance of 50% of final compensation, regardless of age, and if required to retire because of attaining the mandatory retirement age of 65, an additional 3% of final compensation for every additional year of creditable service up to 25 years.

P.L. 2011, c. 78, effective June 28, 2011, made various changes to the manner in which PFRS operates and to the benefit provisions of that system.

This new legislation's provisions impacting employee pension and health benefits include:

- The annual benefit under special retirement for new PFRS members enrolled after June 28, 2011 (Tier 3 members), will be 60 percent instead of 65 percent of the members' final compensation plus 1 percent for each year of creditable service over 25 years but not to exceed 30 years.

The following presents the Township's proportionate share of the Collective PFRS net pension liability calculated using the discount rate of 6.51% and 6.14% as of June 30, 2018 and 2017, respectively, as well as what the PFRS net pension liability would be if it were calculated using a discount rate of one percentage point lower or one percentage point higher than the assumed rate.

***Sensitivity of the Township's Proportionate Share of the Collective PFRS
Net Pension Liability to Changes in the Discount Rate***

	At 1% Decrease <u>(5.51%)</u>	At Current Discount Rate <u>(6.51%)</u>	At 1% Increase <u>(7.51%)</u>
2018	<u>\$ 22,164,770</u>	<u>\$ 16,560,945</u>	<u>\$ 11,938,811</u>
	At 1% Decrease <u>(5.14%)</u>	At Current Discount Rate <u>(6.14%)</u>	At 1% Increase <u>(7.14%)</u>
2017	<u>\$ 25,428,293</u>	<u>\$ 19,299,206</u>	<u>\$ 14,263,464</u>

9. PENSION PLANS (Continued)

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 that legally obligated the State if certain circumstances occurred. The legislation, which legally obligates the State is as follows: Chapter 8, P.L. 2000, Chapter 318, P.L. 2001, Chapter 86, P.L. 2001, Chapter 511, P.L. 1991, Chapter 109, P.L. 1979, Chapter 247, P.L. 1993 and Chapter 201, P.L. 2001. The amounts contributed on behalf of the local participating employers under this legislation is considered to be a special funding situation as defined by GASB Statement No. 68 and the State is treated as a 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 or deferred outflows or inflows to report in the financial statements of the local participating employers related to this legislation. Below is the portion of the non-employer contributing entities' total proportionate share of the collective net pension liability that is associated with the local participating employers:

	<u>2018</u>	<u>2017</u>
Employer Net Pension Liability	\$ 14,580,434.00	\$ 17,355,270.00
Non-employer Proportional Share of the Net Pension Liability	<u>1,980,511.00</u>	<u>1,943,936.00</u>
	<u>\$ 16,560,945.00</u>	<u>\$ 19,299,206.00</u>

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

Although the Division administers one cost-sharing multiple-employer defined benefit pension plan, separate (sub) actuarial valuations are prepared to determine the actuarially determined contribution rate by group. Following this method, the measurement of the collective net pension liability, deferred outflows of resources, deferred inflows of resources and pension expense excluding that attributable to employer-paid member contributions are determined separately for each individual employer of the State and local groups.

To facilitate the separate (sub) actuarial valuations, the Division maintains separate accounts to identify additions, deductions, and fiduciary net position applicable to each group. The allocation percentages presented for each group in the schedule of employer allocations are applied to amounts presented in the schedules of pension amount by employer. The allocation percentages for each group as of June 30, 2018 and 2017 are based on the ratio of each employer's contributions to total employer contributions of the group for the fiscal years ended June 30, 2018 and 2017, respectively.

Following is the total of the Township's portion of the PERS and PFRS net pension liabilities, deferred outflows of resources and deferred inflows of resources related to pensions and the pension expense and expenditures for the fiscal year ended June 30, 2018:

	<u>PERS</u>	<u>PFRS</u>
Net Pension Liabilities	\$ 8,067,400	\$ 14,580,434
Deferred Outflow of Resources	2,039,233	3,375,362
Deferred Inflow of Resources	2,901,454	4,729,308
Pension Expense	74,291	127,131
Contributions Made After Measurement Date	407,550	1,053,421

9. PENSION PLANS (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension (Continued)

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, requires participating employers in PERS to recognize their proportionate share of the collective net pension liability, collected deferred outflows of resources, collective deferred inflows of resources and collective pension expense excluding that attributable to employer-paid member contributions. The employer allocation percentages presented in the PERS schedule of employer allocations and applied to amounts presented in the PERS schedule of pension amounts by employer are based on the ratio of the contributions as an individual employer to total contributions to the PERS and PFRS during the years ended June 30, 2018 and 2017. The Township's proportionate share of the collective net pension liability as of June 30, 2018 and 2017 was .0410% and .0413% for PERS and .1078% and .1124% for PFRS, respectively.

It is important to note that New Jersey's municipalities and counties do not follow GAAP accounting principles and, as such, do not follow GASB requirements with respect to recording the net pension liability as a liability on their balance sheets. However, N.J.A.C. 5:30-6.1(c)(2) requires municipalities and counties to disclose GASB 68 information in the Notes to the Financial Statements.

At June 30, 2018, the amount determined as the Township's proportionate share of the PERS net pension liability was \$8,067,400. For the year ended June 30, 2018, the Township would have recognized PERS pension expense of \$74,291. At June 30, 2018, deferred outflows of resources and deferred inflows of resources related to the PERS pension are as follows:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference Between Expected and Actual Experience	\$ 153,847	\$ 41,598
Change of Assumptions	1,329,374	2,579,525
Net Difference Between Projected and Actual Investment Earnings		75,673
Net Changes in Proportion	148,462	204,658
Total Contributions and Proportionate Share of Contributions After the Measurement Date	<u>407,550</u>	
	<u>\$ 2,039,233</u>	<u>\$ 2,901,454</u>

At June 30, 2018, the amount determined as the Township's proportionate share of the PFRS net pension liability was \$14,580,434. For the year ended June 30, 2018, the Township would have recognized PFRS pension expense of \$127,131. At June 30, 2018, deferred outflows of resources and deferred inflows of resources related to the PFRS pension are as follows:

9. PENSION PLANS (Continued)

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension (Continued)

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference Between Expected and Actual Experience	\$ 148,337	\$ 60,337
Change of Assumptions	1,251,534	3,736,714
Net Difference Between Projected and Actual Investment Earnings		79,768
Net Change in Proportions	922,070	852,489
Total Contributions and Proportionate Share of Contributions After the Measurement Date	<u>1,053,421</u>	
	<u>\$ 3,375,362</u>	<u>\$ 4,729,308</u>

Long-Term Expected Rate of Return

In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2018) is determined by the State Treasurer, after consultation with the Directors of the Division of Investment and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in the pension plan's target asset allocation as of June 30 2018 are summarized in the following table:

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

9. PENSION PLANS (Continued)

Contributions Required and Made

Contributions made by employees for PERS and PFRS are currently 7.50% as of July 1, 2018 and 10.0% of their base wages, respectively. Employer contributions are actuarially determined on an annual basis by the Division of Pensions. Contributions to the plan for the past three (3) years are as follows:

Year	PERS		PFRS	
	Township	Employees	Township	Employees
2018	\$ 427,636.42	\$ 221,956.83	\$ 1,052,722.00	\$ 382,288.40
2017	417,074.00	207,592.13	908,548.00	369,632.30
2016	383,179.00	202,384.04	927,258.50	371,356.70

The Township of Fairfield, in accordance with the provisions of Public Law 2009, c. 19 (S21), elected by resolution of the governing body to defer the 50% of their 2009 normal and accrued pension liability for the PERS and PFRS pension retirement system obligation in the amount of \$496,879.00. This deferred pension liability will be repaid over a 15 year period which started in April 2012.

10. DEFINED CONTRIBUTION RETIREMENT PROGRAM

Description of System

The Defined Contribution Retirement Program (DCRP) was established on July 1, 2007 for certain public employees under the provisions of Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007. The program provides eligible members, with a minimum base salary of \$1,500.00 or more, with a tax-sheltered, defined contribution retirement benefit, in addition to life insurance and disability coverage. The DCRP is jointly administered by the Division of Pensions and Benefits and Prudential Financial.

If the eligible elected or appointed official will earn less than \$5,000.00 annually, the official may choose to waive participation in the DCRP for that office or position. This waiver is irrevocable.

As of May 21, 2010, the minimum base salary required for eligibility in the DCRP was increased to \$5,000.00.

This retirement program is a new pension system where the value of the pension is based on the amount of the contribution made by the employee and employer and through investment earnings. It is similar to a Deferred Compensation Program where the employee has a portion of tax deferred salary placed into an account that the employee manages through investment options provided by the employer.

The law requires that three classes of employees enroll in the DCRP, detailed as follows:

- All elected officials taking office on or after July 1, 2007, except that a person who is reelected to an elected office held prior to that date without a break in service may remain in the Public Employees' Retirement System (PERS).
- A Governor appointee with the advice and consent of the Legislature or who serves at the pleasure of the Governor only during that Governor's term of office.
- Employees enrolled in the PERS on or after July 1, 2007 or employees enrolled in the PFRS after May 21, 2010 who earn salary in excess of established "maximum compensation" limits.
- Employees otherwise eligible to enroll in the PERS on or after November 2, 2008 who do not earn the minimum salary for PERS Tier 3, but who earn salary of at least \$5,000.00.
- Employees otherwise eligible to enroll in the PERS after May 21, 2010, who do not work the minimum number of hours per week required for PERS Tier 4 or Tier 5 enrollment (32 hours per week) but who earn salary of at least \$5,000.00 annually.

10. DEFINED CONTRIBUTION RETIREMENT PROGRAM (Continued)

Description of System (Continued)

Notwithstanding the foregoing requirements, other employees who hold a professional license or certificate or meet other exceptions are permitted to remain to join or remain in PERS.

Contributions Required and Made

Contributions made by employees for DCRP are currently at 5.5% of their base wages. Member contributions are matched by a 3.0% employer contribution.

During the year 2018, there were six (6) officials or employees enrolled in the DCRP.

11. VOLUNTEER LENGTH OF SERVICE AWARD PLAN (LOSAP)

The Township has established a Volunteer Length of Service Award Plan ("LOSAP") ("Plan") to ensure retention of the Township's volunteer fire department. The Plan shall be construed under the laws of the State of New Jersey and is established with the intent that it meets the requirements of a "Length of Service Award Plan under Section 457(c)11 of the Internal Revenue Code". The LOSAP financial statements have not been nor are they required to be audited.

12. POST-EMPLOYMENT BENEFITS OTHER THAN PENSION

Plan Description

The Township of Fairfield, by contractual agreement, provides medical benefits which include health and dental insurance coverage and prescription benefits to employees and their spouse after retirement with twenty-five years of full-time service with the municipality. These benefits are similar to health benefits provided to current employees.

Actuarial Valuation

An actuarial computation for the annual payment for currently retired employees and the future costs for those employees has not been prepared.

13. MUNICIPAL DEBT

The Local Bond Law governs the issuance of bonds and notes to finance general capital expenditures. All 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. Pursuant to N.J.S.A. 40A:2-8.1, bond anticipation notes, which are issued to temporarily finance capital projects, cannot be renewed past the third anniversary unless an amount equal to at least the first legally required installment is paid prior to each anniversary and must be paid off within ten years and five months or retired by the issuance of bonds.

13. MUNICIPAL DEBT (Continued)

Summary of Municipal Debt (Excluding Current and Operating Debt)

	<u>Year 2018</u>	<u>Year 2017</u>	<u>Year 2016</u>
<u>Issued</u>			
General:			
Bonds and Notes	\$ 17,902,881.00	\$ 14,742,881.00	\$ 14,344,152.00
Water Utility:			
Bonds and Notes	1,497,750.00	1,645,750.00	1,751,750.00
Sewer Utility:			
Bonds and Notes	616,000.00	798,000.00	913,000.00
Swimming Pool Utility:			
Bonds and Notes	58,000.00	85,000.00	115,000.00
	<u>20,074,631.00</u>	<u>17,271,631.00</u>	<u>17,123,902.00</u>
 <u>Authorized but Not Issued</u>			
General:			
Bonds and Notes	110,590.20	110,590.20	110,590.20
Water Utility:			
Bonds and Notes	9,750.00	9,750.00	9,750.00
Sewer Utility:			
Bonds and Notes	135,500.00	135,500.00	135,500.00
Swimming Pool Utility:			
Bonds and Notes	68,000.00	68,000.00	68,000.00
	<u>323,840.20</u>	<u>323,840.20</u>	<u>323,840.20</u>
 Total Debt	 20,398,471.20	 17,595,471.20	 17,447,742.20
 Less: Cash on Hand:			
General	<u>122,535.09</u>	<u>194,820.88</u>	<u>195,873.54</u>
 Net Bonds and Notes Issued and Authorized but Not Issued	 <u>\$20,275,936.11</u>	 <u>\$17,400,650.32</u>	 <u>\$17,251,868.66</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 0.610%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local School	\$ 240,000.00	\$ 240,000.00	\$
Regional High School	3,985,132.74	3,985,132.74	
Water Utility	1,507,500.00	1,507,500.00	
Sewer Utility	751,500.00	751,500.00	
Swimming Pool Utility	126,000.00	5,110.60	120,889.40
General	<u>18,013,471.20</u>	<u>122,535.09</u>	<u>17,890,936.11</u>
	<u>\$24,623,603.94</u>	<u>\$6,611,778.43</u>	<u>\$18,011,825.51</u>

Net debt, \$18,011,825.51, divided by Average Equalized Valuation Basis per N.J.S. 40A:2-2 as amended, \$2,954,217,171.00 equals 0.610%.

13. MUNICIPAL DEBT (Continued)

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

3 1/2% of Equalized Valuation Basis	\$103,397,600.00
Net Debt	<u>18,011,825.51</u>
Remaining Borrowing Power	<u>\$ 85,385,774.49</u>

School Debt Deductions

Local School Debt is deductible up to the extent of 2.50% of the Average Equalized Assessed Valuations of real property for the Local School District. As of December 31, 2018, local school district debt was the sum of \$240,000.00 and is fully deductible. Regional High School Debt is deductible in full. Regional High School Debt apportioned to the Township of Fairfield as of December 31, 2018 was the sum of \$3,985,132.74.

Calculation of "Self-Liquidating Purposes" Water Utility per N.J.S. 40A:2-45

Surplus and Cash Receipts from Fees, Rents or Other Charges for Year		\$ 2,767,260.76
Deductions:		
Operating and Maintenance Costs	\$ 2,458,100.00	
Debt Service per Water Utility Operating Fund	<u>200,284.90</u>	
		<u>2,658,384.90</u>
Excess in Revenue		<u>\$ 108,875.86</u>

There being an excess in revenue, all Water Utility Debt is deductible for Debt Statement purposes.

Calculation of "Self-Liquidating Purposes" Sewer Utility per N.J.S. 40A:2-45

Surplus and Cash Receipts from Fees, Rents or Other Charges for Year		\$ 5,451,430.30
Deductions:		
Operating and Maintenance Costs	\$ 4,969,784.00	
Debt Service per Sewer Utility Operating Fund	<u>204,627.29</u>	
		<u>5,174,411.29</u>
Excess in Revenue		<u>\$ 277,019.01</u>

There being an excess in revenue, all Sewer Utility Debt is deductible for Debt Statement purposes.

Calculation of "Self-Liquidating Purposes" Swimming Pool Utility per N.J.S. 40A:2-45

Surplus and Cash Receipts from Fees, Rents or Other Charges for Year		\$181,845.38
Deductions:		
Operating and Maintenance Costs	\$158,750.00	
Debt Service per Swimming Pool Utility Operating Fund	<u>29,139.85</u>	
		<u>187,889.85</u>
Excess in Revenue		<u>\$ (6,044.47)</u>

13. MUNICIPAL DEBT (Continued)

Calculation of "Self-Liquidating Purposes" Swimming Pool Utility per N.J.S. 40A:2-45 (Continued)

There being a deficit in the Swimming Pool Utility revenue, the utility is not "self-liquidating" for Debt Statement purposes.

Since there is a deficit, the Swimming Pool Utility Debt is not deductible to the extent of 20 times the deficit.

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

As of December 31, 2018, the Township's long-term debt is as follows:

General Capital Bonds

Serial Bonds:

\$5,316,000.00, 2013 Bonds due in annual installments of \$326,000.00 to \$410,000.00 through August 2028, interest at 2.00% to 4.00%	<u>\$ 3,866,000.00</u>
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Water Utility Bonds

Serial Bonds:

\$758,000.00, 2013 Bonds due in annual installments of \$38,000.00 to \$40,000.00 through August 2033, interest at 2.00% to 4.60%	<u>\$ 598,000.00</u>
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Sewer Utility Bonds

Refunding Bonds:

\$760,000.00, 2009 Bonds due in annual installments of \$55,000.00 to \$75,000.00 through January 2020, interest at 3.375% to 4.00%	<u>\$ 130,000.00</u>
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Swimming Pool Utility Bonds

\$58,000.00, 2013 Bonds due in an annual installment of \$8,000.00 through August 2019, interest at 2.00%	<u>\$ 8,000.00</u>
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13. MUNICIPAL DEBT (Continued)

Bond Anticipation Notes

Outstanding Bond Anticipation Notes are summarized as follows:

	<u>Interest Rate</u>	<u>Amount</u>
General Capital Fund	3.50 %	\$ 536,250.00
	3.50	468,800.00
	3.50	620,500.00
	3.00	5,625,000.00
	3.50	1,192,102.00
	3.50	677,500.00
	3.50	1,116,729.00
	3.00	2,850,000.00
	3.50	950,000.00
Water Capital Fund	3.50	\$ 110,250.00
	3.50	599,000.00
	3.50	190,500.00
		<u>\$ 899,750.00</u>
Sewer Capital Fund	3.50	\$ 150,000.00
	3.50	336,000.00
		<u>\$ 486,000.00</u>
Swimming Pool Capital Fund	3.50	\$ 35,000.00
	3.50	15,000.00
		<u>\$ 50,000.00</u>

Statutory requirements for providing sums equivalent to legally payable installments for the redemption of notes (Budget Appropriations) and permanent funding (Bond Issues) are summarized as follows:

<u>Original Notes Issued</u>	<u>Legal Installments Due</u>	<u>Permanent Funding Required as of May 1</u>
2012	2015 - 2022	2023
2013	2016 - 2023	2024
2014	2017 - 2024	2025
2015	2018 - 2025	2026
2016	2019 - 2026	2027
2017	2020 - 2027	2028
2018	2021 - 2028	2029

13. MUNICIPAL DEBT (Continued)

A schedule of annual debt service for general bonds principal and interest for bonded debt is as follows:

Calendar Year	Total	General		Water Utility		Swimming Pool Utility	
		Principal	Interest	Principal	Interest	Principal	Interest
2019	\$ 578,333.00	\$ 385,000.00	\$ 123,715.00	\$ 40,000.00	\$ 21,458.00	\$8,000.00	\$ 160.00
2020	561,673.00	385,000.00	116,015.00	40,000.00	20,658.00		
2021	551,048.00	385,000.00	106,390.00	40,000.00	19,658.00		
2022	538,298.00	385,000.00	94,840.00	40,000.00	18,458.00		
2023	525,548.00	385,000.00	83,290.00	40,000.00	17,258.00		
2024	512,798.00	385,000.00	71,740.00	40,000.00	16,058.00		
2025	525,048.00	410,000.00	60,190.00	40,000.00	14,858.00		
2026	509,298.00	410,000.00	45,840.00	40,000.00	13,458.00		
2027	491,298.00	410,000.00	29,440.00	40,000.00	11,858.00		
2028	389,298.00	326,000.00	13,040.00	40,000.00	10,258.00		
2029	48,658.00			40,000.00	8,658.00		
2030	47,008.00			40,000.00	7,008.00		
2031	45,308.00			40,000.00	5,308.00		
2032	43,548.00			40,000.00	3,548.00		
2033	39,748.00			38,000.00	1,748.00		
	<u>\$ 5,406,910.00</u>	<u>\$ 3,866,000.00</u>	<u>\$ 744,500.00</u>	<u>\$ 598,000.00</u>	<u>\$ 190,250.00</u>	<u>\$ 8,000.00</u>	<u>\$ 160.00</u>

The interest reflected above is on the cash basis for all funds.

13. MUNICIPAL DEBT (Continued)

A schedule of annual debt service for sewer refunding bonds principal and interest for bonded debt is as follows:

<u>Calendar Year</u>	<u>Total</u>	<u>Principal</u>	<u>Interest</u>
2019	\$ 78,356.25	\$ 75,000.00	\$ 3,356.25
2020	55,928.13	55,000.00	928.13
	<u>\$ 134,284.38</u>	<u>\$ 130,000.00</u>	<u>\$ 4,284.38</u>

The interest reflected above is on the cash basis.

Bonds and Notes Authorized but Not Issued

	<u>Balance Dec. 31, 2018</u>	<u>Balance Dec. 31, 2017</u>	<u>Balance Dec. 31, 2016</u>
General Capital Fund:			
General Improvements	\$110,590.20	\$110,590.20	\$110,590.20
Water Utility Capital Fund:			
General Improvements	9,750.00	9,750.00	9,750.00
Sewer Utility Capital Fund:			
General Improvements	135,500.00	135,500.00	135,500.00
Swimming Pool Utility Capital Fund:			
General Improvements	68,000.00	68,000.00	68,000.00
	<u>\$323,840.20</u>	<u>\$323,840.20</u>	<u>\$323,840.20</u>

14. INTERFUND RECEIVABLES AND PAYABLES

As of December 31, 2018, interfund receivables and payables that resulted from various interfund transactions were as follows:

<u>Fund</u>	<u>Due from Other Funds</u>	<u>Due to Other Funds</u>
Current Fund	\$ 139,704.69	\$ 1,093,869.97
Federal and State Grant Fund	251,093.71	
Assessment Trust Fund	10,828.94	2,400.99
Animal Control Trust Fund		2,380.51
General Trust Fund		226,110.64
Developers' Escrow Trust Fund		205,747.72
General Capital Fund	1,370,440.83	180,891.82
Water Operating Fund	2,266.29	13,121.06
Water Capital Fund	10,428.10	2,266.29
Sewer Operating Fund	3,035.58	67,204.36
Sewer Assessment Trust Fund	13,698.00	10,315.42
Sewer Capital Fund	5,632.74	2,419.10
Swimming Pool Operating Fund	255.72	980.50
Swimming Pool Capital Fund	579.50	255.72
	<u>\$ 1,807,964.10</u>	<u>\$ 1,807,964.10</u>

15. AMOUNT TO BE RAISED BY TAXATION FOR CANCELLED ASSESSMENTS

At December 31, 2018, the following cancelled assessments are shown on the balance sheet of the Assessment Trust Fund:

<u>Ordinance Number</u>	<u>Description</u>	<u>Due to General Capital Fund</u>
05-12	Curbing - Fleetwood Drive	\$ 566.00
07-14	Curbing - Dale Drive	<u>233.80</u>
		<u>\$ 799.80</u>

The above amount is required to be raised in the Municipal Budget.

16. DEFERRED SCHOOL TAXES

The Local School District Tax and the Regional High School Tax were raised on the school year basis and liability deferred by statute, resulting in school taxes payable set forth in liabilities computed as follows:

	<u>Local School District Balance Dec. 31, 2018</u>	<u>Regional High School Balance Dec. 31, 2018</u>
*Balance of Tax	\$ 5,735,957.96	\$ 8,010,589.96
Amount Deferred	<u>5,735,957.96</u>	<u>8,010,589.96</u>
Tax Payable (Cash Liability)	<u>\$ -</u>	<u>\$ -</u>

*Required for school operations for the six month period following December 31st.

17. DEFERRED COMPENSATION PLAN

The Township of Fairfield offers its employees a Deferred Compensation Plan created in accordance with the provisions of N.J.S. 43:15B-1 et seq., and the Internal Revenue Code, Section 457. The plan, available to all municipal employees, permits them to defer a portion of their salary until future years. The deferred compensation is not available to employees until termination, retirement, death, or unforeseeable emergency.

Statutory and regulatory requirements governing the establishment and operation of Deferred Compensation Plans have been codified in the New Jersey Administrative Code under the reference N.J.A.C. 5:37.

The "Small Business Job Protective Act of 1996" revised several provisions of Section 457 of the Internal Revenue Code. A provision of the act required that all existing plans be modified to provide that the funds be held for the exclusive benefit of the participating employees and their beneficiaries.

The Township of Fairfield authorized such modifications to their plan by resolution of the Township Council adopted September 28, 1998.

The Administrator for the Township of Fairfield's Deferred Compensation Plan is AXA Equitable Life Insurance Company and Mass Mutual Life Insurance Company.

17. DEFERRED COMPENSATION PLAN (Continued)

The Plan was subject to a review only as defined by the New Jersey Division of Local Government Services and the American Institute of Certified Public Accountants. A review consists principally of inquiries of Township officials and analytical procedures applied to financial data. It is substantially less in scope than an examination in accordance with generally accepted auditing standards. The audit of the program lies within the scope of the audit of the independent accountants of AXA Equitable Life Insurance Company.

18. RISK MANAGEMENT

The Township of Fairfield is a member of the Suburban Essex Joint Insurance Fund with respect to General Liability, Property, Workers' Compensation and Employer Liability.

Members may be subject to additional assessments and are also responsible for their respective share of the fund's liabilities, should the fund be dissolved.

Payment to this Fund for the year 2018 was the sum of \$547,440.64.

19. CONTINGENT LIABILITY

A. Compensated Absences

The Township of Fairfield has an accrued sick policy plan whereby eligible employees may receive one-half of accumulated sick time not to exceed twenty days. Employees are compensated for unused vacation days.

It is estimated that the sum of \$636,071.43 would be payable to seventy-five (75) officials and employees as of December 31, 2018 for accumulated vacation and sick days. This amount was not verified by audit.

A provision for the above is not reflected on the financial statements of the Township.

B. Tax Appeal

As of August 14, 2019, there were seventy-six (76) tax appeals pending before the New Jersey Tax Court with an assessed valuation of \$354,146,900.00. Potential liability was undeterminable.

Judgments favorable to the taxpayers generally extend to two years following the year judged and would also subject the Township to a liability for statutory interest based upon the amount of taxes refunded from the date of payment to the date of refund (R.S. 54:3-27.2).

C. Federal and State Awards

The Township participates in several federal and state grant programs which are governed by various rules and regulations of the grantor agencies; therefore, to the extent that the Township has not complied with the rules and regulations governing the grants, refunds of any money received may be required and the collectibility of any related receivable at December 31, 2018 may be impaired. In the opinion of management, there are no significant contingent liabilities relating to compliance with the rules and regulations governing the respective grants; therefore, no provisions have been recorded in the accompanying statutory basis financial statements for such contingencies.

D. Other

A general liability claim against the Township of Fairfield was settled in the year 2012 for the sum of \$1,425,000.00. Liability coverage for the Township was provided by the Municipal Excess Liability Joint Insurance Fund (MEL). An agreement was entered into with the MEL whereby the MEL would pay the entire settlement costs and the Township would reimburse the MEL 50% of these costs over a ten year period. The agreement provides that payments of \$71,250.00 would commence on January 1, 2013 and each January thereafter through January 2023.

19. CONTINGENT LIABILITY (Continued)

E. Arbitrage Rebate Calculation

In 1985, under the Tax Reform Act, the Arbitrage Rebate Law went into effect requiring issuers of tax exempt debt obligations to rebate to the Federal Government all of the earnings in excess of the yield on investments of proceeds of such debt issuances (the "rebate arbitrage"). The Rebate Regulations apply to obligations issued after August 31, 1986. The arbitrage rebate liability must be calculated every installment computation date (last day of the fifth bond year) or earlier if the bonds are retired, defeased or refunded and pay at least 90% of the rebatable arbitrage (plus any earnings thereon) within 60 days after such date.

F. Payments in Lieu of Taxes (PILOT)

Under N.J.S.A. 40A:20-12, each municipality is required to annually remit to the County five percent (5%) of the annual service charge for each long-term PILOT financial agreement entered into by the municipality.

G. Litigation

Two tort claim notices have been filed against the Township for damages in excess of \$1,534,500.00. No actions, however, have been filed in either of these matters.

There was no other significant litigation or any contingent liabilities, unasserted claims or assessments or statutory violations which would affect the financial position or results of operations of the Township.

20. SECONDARY MARKET DISCLOSURE

Solely for purposes of complying with Rule 1602-12 of the Securities and Exchange Commission, as amended and interpreted from time to time (the "Rule"), and provided that the Bonds are not exempt from the Rule and provided that the Bonds are not exempt from the requirements in accordance with Paragraph (d) of the Rule, for so long as the Bonds remain outstanding (unless the Bonds have been wholly defeased), the municipality shall provide for the benefit of the holders of the Bonds and the beneficial owners thereof various financial documents relating to the financial conditions of the Municipal Securities Rulemaking Board through the Electronic Municipal Access Data Port (the "MSRB").

21. SUBSEQUENT EVENT

The Township of Fairfield has evaluated subsequent events that occurred after the balance sheet date, but before October 9, 2019. No items were determined to require disclosure.

TOWNSHIP OF FAIRFIELD
CURRENT FUND

CASH RECEIPTS, DISBURSEMENTS AND RECONCILIATION
TREASURER

A-4

	<u>Ref.</u>	<u>Current Fund</u>	<u>Grant Fund</u>	
Balance December 31, 2017	A	\$ 14,537,735.18		\$
Increased by Receipts:				
Collector	A-5	\$ 59,329,988.11		\$
Interfunds Receivable	A-13, 14	734,635.34	246,498.06	
Federal and State Grants Receivable	A-16		191,604.31	
Interfunds Payable	A-19	833,433.87		
Township's Matching Funds for Grants	A-26		14,000.00	
Unappropriated Reserves	A-27		3,000.00	
		60,898,057.32		455,102.37
		75,435,792.50		455,102.37
Decreased by Disbursements:				
Budget Appropriations	A-3	16,526,826.74		
Interfunds Receivable	A-13	2,305,996.87		
Appropriation Reserves	A-17	648,996.67		
Tax Overpayments	A-18	54,140.46		
Interfunds Payable	A-19	435,265.72		
County Taxes	A-21	14,521,799.37		
Local School District Tax	A-22	11,433,041.50		
Regional High School Taxes	A-23	15,860,932.52		
Federal and State Grant Programs:				
Appropriated	A-26		455,102.37	
		61,786,999.85	455,102.37	455,102.37
Balance December 31, 2018	A	\$ 13,648,792.65		\$ -
<u>Bank Reconciliation December 31, 2018</u>				
Balance per Statements:				
PNC Bank:				
Account #81-0142-8686		\$ 1,782,704.95		
TD Bank:				
Account #3452885534		4,616,927.29		
BCB Bank:				
Account #2822900003		4,097,101.76		
Account #2822900055		2,010,471.54		
Kearny Bank:				
Account #803009101		2,033,889.97		
		14,541,095.51		
Plus: In-Transit Items		1,034,912.90		
		15,576,008.41		
Less: Outstanding Checks		\$ 1,849,825.03		
In-Transit Items		77,390.73		
		1,927,215.76		
		\$ 13,648,792.65		

TOWNSHIP OF FAIRFIELD
CURRENT FUND

CASH RECEIPTS, DISBURSEMENTS AND RECONCILIATION
TAX COLLECTOR

A-5

	<u>Ref.</u>		
Balance December 31, 2017	A		\$ 1,384.80
Increased by Receipts:			
Interest and Costs on Taxes	A-2a	\$ 167,056.72	
Miscellaneous Revenue Not Anticipated	A-2e	232,477.16	
Due from State of New Jersey (Ch. 129, P.L. 1976)	A-8	57,250.00	
Taxes Receivable	A-9	54,283,525.22	
Tax Title Liens	A-10	5,360.45	
Revenue Accounts Receivable	A-12	3,930,819.29	
Tax Overpayments	A-18	147,693.80	
Prepaid Taxes	A-25	<u>505,987.86</u>	
			<u>59,330,170.50</u>
			59,331,555.30
Decreased by Disbursements:			
Payments to Treasurer	A-4		<u>59,329,988.11</u>
Balance December 31, 2018	A		<u>\$ 1,567.19</u>
<u>Bank Reconciliation December 31, 2018</u>			
Balance per Statement:			
TD Bank:			
Account #345-3103645			\$ 29,688.14
Plus: Due from Bank		\$ 2.90	
Other		<u>80.00</u>	
			<u>82.90</u>
			29,771.04
Less: In-Transit Items			<u>28,203.85</u>
			<u>\$ 1,567.19</u>

TOWNSHIP OF FAIRFIELD
CURRENT FUND

CASH - MONEY MARKET ACCOUNT

A-6

	<u>Ref.</u>	
Balance December 31, 2017	A	\$132,673.08
Increased by:		
Accrued Interest	A-12	<u>3,507.65</u>
Balance December 31, 2018	A	<u>\$136,180.73</u>
 <u>Bank Reconciliation December 31, 2018</u>		
Balance per Statement:		
Columbia Bank,		
Fairfield, New Jersey:		
Account #024804518		
		<u>\$136,180.73</u>

CHANGE FUNDS

A-7

	<u>Ref.</u>	
Balance December 31, 2017	A	<u>\$ 170.00</u>
Balance December 31, 2018	A	<u>\$ 170.00</u>
 <u>Analysis of Balance</u>		
Tax Collector		\$ 100.00
Municipal Court		50.00
Police Department		<u>20.00</u>
		<u>\$ 170.00</u>

TOWNSHIP OF FAIRFIELD
CURRENT FUND

DUE FROM STATE OF NEW JERSEY
PER CHAPTER 129, P.L. 1976

A-8

	<u>Ref.</u>		
Balance December 31, 2017	A		\$ 6,135.85
Increased by:			
Deductions per Tax Billings:			
Senior Citizens		\$ 5,000.00	
Veterans		<u>54,500.00</u>	
		59,500.00	
Less: Deductions Disallowed by Tax Collector:			
Senior Citizens	A-2b	<u>1,750.00</u>	
		57,750.00	
2018 Deductions Allowed by Tax Collector:			
Senior Citizens	A-2b A-9	<u>500.00</u>	
			<u>58,250.00</u>
			64,385.85
Decreased by:			
2017 Deductions Disallowed by Tax Collector	A-1	3,500.00	
Collections	A-5	<u>57,250.00</u>	
			<u>60,750.00</u>
Balance December 31, 2018	A		<u>\$ 3,635.85</u>

TOWNSHIP OF FAIRFIELD
CURRENT FUND

TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY

A-9

Year	Balance Dec. 31, 2017	2018 Levy	Added Taxes	Collections 2017	2018	Due from State of New Jersey	Tax Overpayments Applied	Transfers to Tax Title Liens	Cancelled	Balance Dec. 31, 2018
2013	\$ 16,270.57	\$	\$ 250.00	\$	\$ 250.00	\$	\$	\$	\$	\$ 16,270.57
2014	8,371.68		1,000.00		1,000.00					8,371.68
2015	8,641.32		250.00		250.00					8,641.32
2016	9,428.84		2,000.00		430,709.99			9,269.25		9,428.84
2017	447,361.03		3,500.00	1,843,488.03	432,209.99	56,250.00	95,327.58	99,970.14	84,150.08	9,361.79
2018	490,073.44	56,707,539.06		53,851,315.23						52,084.20
	<u>\$490,073.44</u>	<u>\$56,707,539.06</u>	<u>\$3,500.00</u>	<u>\$1,843,488.03</u>	<u>\$54,283,525.22</u>	<u>\$56,250.00</u>	<u>\$95,327.58</u>	<u>\$109,239.39</u>	<u>\$ 84,150.08</u>	<u>675,038.00</u>
Reference	A	Below	Reserve	A-25	A-2,b,5	A-8	A-2,b,18	A-10	Reserve	A

ANALYSIS OF 2018 PROPERTY TAX LEVY

	Ref.	Ref.
Tax Yield		
General Purpose Tax:		
General Purpose Tax	\$56,317,676.86	
Business Personal Property Tax	160,372.68	
Added Taxes (N.J.S. 54:4-63.1 et seq.)	56,478,049.54	
	<u>229,489.52</u>	
Tax Levy		
County Taxes:		
County Tax (Abstract)	\$14,472,674.35	
Due County for Added and Omitted Taxes:		
(N.J.S. 54:4-63.1 et seq.)	58,986.81	
Local School District Tax (Abstract)	\$14,531,661.16	
Regional High School Tax (Abstract)	11,471,925.00	
Local Municipal Open Space Tax:	16,021,180.00	
Open Space Tax (Abstract)	258,375.00	
Added Taxes	1,049.78	
	<u>259,424.78</u>	
Local Tax for Municipal Purposes (Budget)		
Plus: Additional Taxes Levied	14,234,843.54	
	<u>188,504.58</u>	
	<u>14,423,348.12</u>	
	<u>\$56,707,539.06</u>	
	Above	Above

TOWNSHIP OF FAIRFIELD
CURRENT FUND

TAX TITLE LIENS

A-10

	<u>Ref.</u>		
Balance December 31, 2017	A		\$ 1,438,960.76
Increased by:			
Transfers from Taxes Receivable	A-9	\$ 109,239.39	
Interest and Cost Accrued by Tax			
Sale of December 4, 2018	Reserve	<u>1,757.66</u>	
			<u>110,997.05</u>
			<u>1,549,957.81</u>
Decreased by:			
Collections	A-5		<u>5,360.45</u>
Balance December 31, 2018	A		<u>\$ 1,544,597.36</u>

PROPERTY ACQUIRED FOR TAXES
AT ASSESSED VALUATION

A-11

	<u>Ref.</u>		
Balance December 31, 2017	A		<u>\$ 4,760,200.00</u>
Balance December 31, 2018	A		<u>\$ 4,760,200.00</u>

TOWNSHIP OF FAIRFIELD
CURRENT FUND

REVENUE ACCOUNTS RECEIVABLE

A-12
Sheet #1

<u>Source</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Accruals</u>	<u>Collections</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
<u>Budget Revenue</u>					
Clerk:					
ABC Licenses	A-2a	\$	\$ 46,561.00	\$ 46,561.00	\$
Other Licenses	A-2c		9,640.00	9,640.00	
Hotel Inspection Fees	A-2a		42,570.00	42,570.00	
Construction Code Official:					
Building Permits	A-2a		303,572.00	303,572.00	
Other Fees and Permits	A-2c		220,725.60	220,725.60	
Collector:					
Fees and Permits	A-2c		10.00	10.00	
Police:					
Fees and Permits	A-2c		5,172.80	5,172.80	
Registrar of Vital Statistics:					
Marriage Licenses	A-2c		99.00	99.00	
Fees and Permits	A-2c		5,464.00	5,464.00	
Magistrate:					
Fines and Costs	A-2a	24,891.44	318,736.29	326,726.54	16,901.19
Fire Inspector:					
Fire Prevention Fees	A-2a		172,077.00	172,077.00	
Hazardous Chemical Control Fees	A-2a		59,415.63	59,415.63	
Engineer:					
Recycling Fees	A-2a		3,085.36	3,085.36	
Fees and Permits	A-2c		29,874.50	29,874.50	
Escrow Fees	A-2a		13,308.65	13,308.65	
Site Plan	A-2a		8,852.43	8,852.43	
State of New Jersey:					
Consolidated Municipal Property Tax Relief Aid	A-2a		-		
Energy Receipts Tax	A-2a		1,174,895.00	1,174,895.00	
Uniform Fire Safety Fees	A-2a		206,232.09	206,232.09	
Hotel and Motel Occupancy Fees	A-2a		683,929.79	683,929.79	
Garden State Trust Pilot	A-2a		10,447.00	10,447.00	
Other:					
Comcast Franchise Fees	A-2a		73,182.89	73,182.89	
Verizon FIOS Franchise Fee	A-2a		71,948.99	71,948.99	
Interest on Investments	A-2a		201,151.35	201,151.35	
ECIA Annual Payment	A-2a		110,000.00	110,000.00	
Cellular Tower Rental	A-2a		199,662.79	199,662.79	
		<u>24,891.44</u>	<u>3,970,614.16</u>	<u>3,978,604.41</u>	<u>16,901.19</u>

TOWNSHIP OF FAIRFIELD
CURRENT FUND

REVENUE ACCOUNTS RECEIVABLE

A-12
Sheet #2

<u>Source</u>	<u>Ref.</u>	<u>Balance Dec. 31, 2017</u>	<u>Accruals</u>	<u>Collections</u>	<u>Balance Dec. 31, 2018</u>
<u>Nonbudget Revenue</u>					
Other Licenses:					
Limousine		\$	\$ 1,815.00	\$ 1,815.00	\$
Omnibus			2,200.00	2,200.00	
Other Fees and Permits:					
Towing			9,050.00	9,050.00	
Assessor			622.00	622.00	
	A-2e	<u> </u>	<u>13,687.00</u>	<u>13,687.00</u>	<u> </u>
		<u>\$ 24,891.44</u>	<u>\$ 3,984,301.16</u>	<u>\$ 3,992,291.41</u>	<u>\$ 16,901.19</u>
	<u>Reference</u>	<u>A</u>	<u>Reserve</u>	<u>Below</u>	<u>A</u>
			<u>Ref.</u>		
Collections			A-5	\$ 3,930,819.29	
Interest on Investments and Deposits:					
Accrued Interest			A-6	3,507.65	
Interfunds Receivable			A-13	<u>57,964.47</u>	
			Above	<u>\$ 3,992,291.41</u>	

TOWNSHIP OF FAIRFIELD
CURRENT FUND

INTERFUNDS RECEIVABLE
CURRENT FUND

A-13

Ref.	Total	Assessment Trust Fund	Animal Control Trust Fund	General Trust Fund	Developers' Escrow Trust Fund	General Capital Fund	Water Operating Fund	Sewer Operating Fund	Swimming Pool Operating Fund
A	\$ 239,026.52	\$	\$24,980.83	\$	\$2,900.96	\$	\$ 73,342.83	\$ 118,625.20	\$19,176.70
A-2a	300,000.00							300,000.00	
A-2e	64,745.00			64,745.00					
A-2e	2,380.51		2,380.51						
A-4	2,305,996.87	1,270.99		2,042,016.82	743.67	72,285.79	65,756.00	124,955.76	980.50
A-12	57,964.47	1,270.99	2,380.51	17,618.00	743.67	38,331.81	65,758.00	424,955.76	980.50
	2,731,086.85			2,124,379.82		110,617.60			
	2,970,113.37	1,270.99	27,361.34	2,124,379.82	3,644.63	110,617.60	139,100.83	543,580.96	20,157.20
A-4	734,635.34		24,980.83	105,916.35			118,314.63	466,246.83	19,176.70
A-19	2,095,773.34		24,980.83	1,967,360.83		110,617.60	7,665.14	10,129.77	
	2,830,408.68			2,073,277.18		110,617.60	125,979.77	476,376.60	19,176.70
A	\$ 139,704.69	\$ 1,270.99	\$ 2,380.51	\$ 51,102.64	\$ 3,644.63	\$ -	\$ 13,121.06	\$ 67,204.36	\$ 980.50

Increased by:
Miscellaneous Revenue Anticipated:
Sewer Utility Surplus
Miscellaneous Revenue Not Anticipated:
Administrative Fees:
Outside Employment of Off-Duty
Police Officers
Statutory Excess - Animal Control
Fund
Expenses Paid by Current Fund
Interest on Investments and Deposits

Decreased by:
Settlements
Transfers from Interfunds Payable
Balance December 31, 2018

TOWNSHIP OF FAIRFIELD
CURRENT FUND

INTERFUNDS RECEIVABLE
FEDERAL AND STATE GRANT FUND

A-14

	<u>Ref.</u>	<u>Total</u>	<u>Current Fund</u>	<u>General Trust Fund</u>	<u>General Capital Fund</u>
Balance December 31, 2017	A	\$493,340.29	\$293,569.24	\$7,533.00	\$192,238.05
Increased by:					
Deposit Errors	A-16	<u>4,251.48</u>	<u>293,569.24</u>	<u>7,533.00</u>	<u>4,251.48</u>
		497,591.77			196,489.53
Decreased by:					
Settlements	A-4	<u>246,498.06</u>	<u>206,727.01</u>	<u>7,533.00</u>	<u>32,238.05</u>
Balance December 31, 2018	A	<u>\$251,093.71</u>	<u>\$ 86,842.23</u>	<u>\$ -</u>	<u>\$164,251.48</u>

TOWNSHIP OF FAIRFIELD
CURRENT FUND

DEFERRED CHARGES
N.J.S. 40A:4-55 SPECIAL EMERGENCY AUTHORIZATION

A-15

<u>Date Authorized</u>	<u>Purpose</u>	<u>Net Amount Authorized</u>	<u>1/5 of Net Amount Authorized</u>	<u>2018 Authorization</u>	<u>Balance Dec. 31, 2018</u>
11-26-18	Revaluation of Real Property	\$225,000.00	\$45,000.00	<u>\$225,000.00</u>	<u>\$225,000.00</u>
			<u>Reference</u>	<u>A-3</u>	<u>A</u>

TOWNSHIP OF FAIRFIELD
CURRENT FUND

FEDERAL AND STATE GRANTS RECEIVABLE

A-16
Sheet #1

<u>Program</u>	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Grants</u>	<u>Decrease</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
<u>State Grants</u>				
Municipal Alliance and Drug Abuse				
Program:				
2018	\$	\$ 55,519.00	\$	\$ 55,519.00
2017	55,519.00		55,519.00	
2012	21,298.06			21,298.06
2011	11,789.56			11,789.56
2010	47,437.99			47,437.99
2009	21,765.91			21,765.91
2008	32.10			32.10
2007	24.79			24.79
2006	3,731.26			3,731.26
Child Passenger Safety	475.68			475.68
Hazard Mitigation	55,725.00			55,725.00
Comprehensive Traffic Safety Grant	75.00			75.00
Alcohol Education, Rehabilitation and Enforcement Fund	3,072.17	2,636.37	2,636.37	3,072.17
New Jersey Department of Environmental Protection	184,800.00			184,800.00
Highway Safety Fund "Safe Corridors":				
2018		9,588.40		9,588.40
2017	474.02			474.02
2014	29,514.06			29,514.06
2012	23,903.63			23,903.63
Clean Communities Program		17,377.78	17,377.78	
New Jersey Department of Transportation:				
Spielman Road		240,000.00		240,000.00
Kaplan Drive (Section 2)	127,500.00		95,625.00	31,875.00
<u>Federal Grants</u>				
Passed-Through New Jersey Department of Transportation Trust Fund:				
Lehigh Drive	34,519.89			34,519.89
Big Piece Road - Section VII	23,408.44			23,408.44
Big Piece Road - Section X	35,699.20			35,699.20
Beverly Road - Section II	72,119.84			72,119.84
Industrial Road:				
2011	25,541.98			25,541.98
2012	250,000.00			250,000.00
Bulletproof Vest Program:				
2007	2,075.75			2,075.75
Drive Sober or Get Pulled Over:				
2018		12,100.00	12,100.00	
2013	3,725.00			3,725.00
2012	675.00			675.00
COPS Hiring Recovery Program:				
2012	0.01			0.01
2011	4,476.58			4,476.58
FEMA:				
National Preparedness	13,462.00			13,462.00
Hazard Mitigation Grant I	157,500.00			157,500.00
Hazard Mitigation Grant II	75,000.00			75,000.00

TOWNSHIP OF FAIRFIELD
CURRENT FUND

FEDERAL AND STATE GRANTS RECEIVABLE

A-16
Sheet #2

<u>Program</u>	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Grants</u>	<u>Decrease</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
<u>County Programs</u>				
Essex County Recreation and Open Space Trust Fund	\$ 150,000.00	\$	\$	\$ 150,000.00
<u>Other Grants</u>				
Skyline Auto Exchange	4,251.48		4,251.48	
Police Donations:				
National Night Out		225.00	225.00	
Other		8,346.16	8,346.16	
	<u>\$ 1,439,593.40</u>	<u>\$ 345,792.71</u>	<u>\$ 196,080.79</u>	<u>\$ 1,589,305.32</u>
<u>Reference</u>	<u>A</u>	<u>A-2a</u>	<u>Below</u>	<u>A</u>
		<u>Ref.</u>		
Collections		A-4	\$ 191,604.31	
Interfunds Receivable		A-14	4,251.48	
Unappropriated Reserves Applied		A-27	<u>225.00</u>	
		Above	<u>\$ 196,080.79</u>	

TOWNSHIP OF FAIRFIELD
CURRENT FUND

APPROPRIATION RESERVES

A-17
Sheet #1

APPROPRIATION	Balance Dec. 31, 2017		Balance After Transfers	Paid or Charged	Balance Lapsed
	Encumbered	Unencumbered			
APPROPRIATIONS WITHIN "CAPS"					
Salaries and Wages	\$ 1,349.53	\$ 1,349.53	\$ 1,349.53	\$	1,349.53
Administrative and Executive	580.36	580.36	580.36		580.36
Mayor and Council	8,593.62	8,593.62	3,593.62		3,593.62
Township Clerk	7,758.88	7,758.88	7,758.88		7,758.88
Financial Administration	3,783.70	3,783.70	1,783.70		1,783.70
Assessment of Taxes	1,274.67	1,274.67	1,274.67		1,274.67
Collection of Taxes	5,083.37	5,083.37	5,083.37	2,083.00	3,000.37
Municipal Prosecutor	6,896.75	6,896.75	6,896.75		6,896.75
Engineering Services and Costs	7,609.61	7,609.61	7,609.61		7,609.61
Public Buildings and Grounds					
Municipal Land Use Law (N.J.S. 40:55D-1):					
Planning Board	1,536.36	1,536.36	1,536.36		1,536.36
Board of Adjustment	1,536.36	1,536.36	1,536.36		1,536.36
Environmental Commission	400.00	400.00	400.00		400.00
Municipal Court	795.60	795.60	795.60		795.60
Police	178,912.16	178,912.16	175,912.16	106,447.76	69,464.40
Fire Prevention Bureau	14,112.40	14,112.40	14,112.40		14,112.40
Emergency Management Services	199.92	199.92	199.92		199.92
Road Repair and Maintenance	93,841.31	93,841.31	85,341.31		85,341.31
Repair and Maintenance of Vehicles	10,606.31	10,606.31	10,606.31		10,606.31
Parks and Playgrounds	8,563.67	8,563.67	8,563.67		8,563.67
Park Maintenance	484.08	484.08	484.08		484.08
Construction Code Officials	8,651.23	8,651.23	3,651.23		3,651.23
Salary Adjustment Account	129,000.00	129,000.00	129,000.00		129,000.00
	<u>491,569.89</u>	<u>468,069.89</u>	<u>468,069.89</u>	<u>108,530.76</u>	<u>359,539.13</u>

TOWNSHIP OF FAIRFIELD
CURRENT FUND

APPROPRIATION RESERVES

A-17
Sheet #2

APPROPRIATION	Balance Dec. 31, 2017		Balance After Transfers	Paid or Charged	Balance Lapsed
	Encumbered	Unencumbered			
<u>APPROPRIATIONS WITHIN "CAPS"</u>					
Other Expenses					
Administrative and Executive	\$ 1,018.23	\$ 1,807.83	\$ 5,826.06	\$ 5,596.61	\$ 229.45
Township Clerk	6,628.21	1,969.13	11,597.34	10,859.22	738.12
Central Purchasing	247.04	17,969.63	18,216.67	1,999.08	16,217.59
Financial Administration:					
Miscellaneous Other Expenses		10,762.43	7,762.43	6,960.14	802.29
Payroll Costs		1,999.88	10,999.88	9,782.87	1,217.01
Tax Assessment	630.00	6,296.45	3,926.45	1,530.00	2,396.45
Collection of Taxes	187.00	11,507.87	8,694.87	2,985.21	5,709.66
Legal Services and Costs:					
Miscellaneous		25,000.00	25,000.00		25,000.00
Contractual	378.00	27,964.75	28,342.75	22,737.68	5,605.07
Engineering Services and Costs	3,483.18	2,891.68	6,374.86	5,182.76	1,192.10
Public Buildings and Grounds	754.08	5,479.02	12,233.10	11,755.61	477.49
Planning Board	432.27	7,718.33	8,150.60	663.27	7,487.33
Board of Adjustment	242.26	4,857.70	5,099.96	734.83	4,365.13
Environmental Commission	412.75	559.20	971.95	412.75	559.20
Municipal Court		1,399.98	1,399.98	665.18	734.80
Insurance:					
General Liability		29,000.04	29,000.04		29,000.04
Employee Group Health		6,394.57	6,394.57	372.00	6,022.57
Employee Group Health - Waivers		91,000.00	91,000.00	3,000.00	88,000.00
Stream Cleaning		9,920.00	9,920.00		9,920.00
Fire	4,172.40	22,815.63	31,988.03	31,297.25	690.78
Police	32,798.88	555.21	36,354.09	30,364.63	5,989.46
First Aid Organization Contribution (N.J.S.A. 40:5-2)		11.11	11.11		11.11
Fire Prevention Bureau	816.21	759.81	1,576.02	1,086.91	489.11
Emergency Management Services		4,318.04	4,318.04	239.67	4,078.37
Road Repairs and Maintenance	656.35	28,291.20	28,947.55	10,438.80	18,508.75

TOWNSHIP OF FAIRFIELD
CURRENT FUND

APPROPRIATION RESERVES

A-17
Sheet #3

	Balance Dec. 31, 2017		Balance After Transfers	Paid or Charged	Balance Lapsed
	Encumbered	Unencumbered			
APPROPRIATION					
APPROPRIATIONS EXCLUDED FROM "CAPS"					
Other Expenses					
Repair and Maintenance of Vehicles	\$ 9,485.90	\$ 46,227.99	\$ 55,713.89	\$ 27,183.75	\$ 28,530.14
Board of Health		1,821.37	1,821.37	403.33	1,418.04
Garbage and Trash Removal - Contractual	54,817.04	120,531.25	175,348.29	81,889.29	93,459.00
Human Services	5,890.00	1,860.00	7,750.00	5,890.00	1,860.00
Parks and Playgrounds	362.33	3,882.26	4,744.59	4,027.50	717.09
Camp Wyanokle		139.00	139.00		139.00
Park Maintenance	2,289.15	2,341.55	4,630.70	1,867.55	2,763.15
Historic Preservation Commission		500.00	500.00		500.00
Construction Code Officials	9,247.82	34,152.66	43,400.48	41,990.53	1,409.95
Utilities:					
Electricity	2,821.06	35,557.36	38,378.42	24,759.57	13,618.85
Street Lighting		48,054.40	48,054.40	42,293.72	5,760.68
Telephone		2,205.94	3,205.94	3,067.47	138.47
Gas - Heating Fuel		3,662.13	5,662.13	5,079.41	582.72
Motor Fuel	4,571.83	74,365.23	78,937.06	13,553.85	65,383.21
Municipal Service Agreements with Homeowners Association		22,125.05	22,125.05	12,190.92	9,934.13
Contribution to:					
Social Security System		90.08	90.08		90.08
Defined Contribution Retirement Program		565.85	565.85		565.85
Unemployment Contribution		13,000.00	13,000.00		13,000.00
Length of Service Awards Program:					
Fire Department		50,000.00	50,000.00	33,670.30	16,329.70
First Aid Squad		25,000.00	25,000.00	25,000.00	
Tax Appeals	19,777.50	1,479,274.20	1,499,051.70	58,934.25	1,440,117.45
	<u>162,119.49</u>	<u>2,286,605.81</u>	<u>2,472,225.30</u>	<u>540,465.91</u>	<u>1,931,759.39</u>
	<u>\$162,119.49</u>	<u>\$2,778,175.70</u>	<u>\$2,940,295.19</u>	<u>\$648,996.67</u>	<u>\$2,291,298.52</u>
Reference	A	A	A	A-4	A-1

TOWNSHIP OF FAIRFIELD
CURRENT FUND

TAX OVERPAYMENTS

A-18

	<u>Ref.</u>		
Balance December 31, 2017	A		\$107,608.02
Increased by:			
Collections	A-5		<u>147,693.80</u>
			255,301.82
Decreased by:			
Cancelled	A-1	\$ 875.69	
Refunds	A-4	54,140.46	
Applied to Taxes Receivable	A-9	<u>95,327.58</u>	
			<u>150,343.73</u>
Balance December 31, 2018	A		<u>\$104,958.09</u>

TOWNSHIP OF FAIRFIELD
CURRENT FUND

A-19

INTERFUNDS PAYABLE

Ref.	Total	Federal and State Grant Fund	General Trust Fund	Assessment Trust Fund	General Capital Fund	Water Operating Fund	Sewer Operating Fund	Sewer Assessment Trust Fund	Payroll Fund
Balance December 31, 2017	\$ 2,232,050.38	\$ 293,569.24	\$ 1,607,936.05	\$ 28,410.71	\$ 288,308.38	\$	\$	\$ 13,698.00	\$ 128.00
Increased by:									
A-3 Budget Appropriation	300,000.00		100,000.00		200,000.00				
A-4 Revenue Deposited in Error	833,433.87				815,638.96	7,665.14	10,129.77		
A-24 Municipal Open Space Tax	259,424.78		259,424.78						
	<u>1,392,858.65</u>		<u>359,424.78</u>		<u>1,015,638.96</u>	<u>7,665.14</u>	<u>10,129.77</u>		
	3,624,909.03	293,569.24	1,967,360.83	28,410.71	1,303,947.34	7,665.14	10,129.77	13,698.00	128.00
Decreased by:									
A-4 Settlements	435,265.72	206,727.01		28,410.71	200,000.00				128.00
A-13 Transfers from Interfunds Receivable	2,095,773.34		1,967,360.83		110,617.60	7,665.14	10,129.77		
	<u>2,531,039.06</u>	<u>206,727.01</u>	<u>1,967,360.83</u>	<u>28,410.71</u>	<u>310,617.60</u>	<u>7,665.14</u>	<u>10,129.77</u>		<u>128.00</u>
Balance December 31, 2018	\$ 1,093,869.97	\$ 86,842.23	\$	\$	\$ 993,329.74	\$	\$	\$ 13,698.00	\$

TOWNSHIP OF FAIRFIELD
CURRENT FUND

RESERVE FOR REVALUATION

A-20

	<u>Ref.</u>	
Increased by:		
Budget Appropriation	A-3	<u>\$225,000.00</u>
Balance December 31, 2018	A	<u>\$225,000.00</u>

TOWNSHIP OF FAIRFIELD
CURRENT FUND

COUNTY TAXES

A-21

	<u>Ref.</u>		
Balance December 31, 2017	A		\$ 49,125.02
Increased by:			
2018 Levy:			
General County		\$ 14,034,136.63	
Open Space Preservation		<u>438,537.72</u>	
	A-2b	14,472,674.35	
2018 Added Assessments:			
General County	A-2b	<u>58,986.81</u>	
	A-1,9		<u>14,531,661.16</u>
			<u>14,580,786.18</u>
Decreased by:			
Payments	A-4		<u>14,521,799.37</u>
Balance December 31, 2018	A		<u><u>\$ 58,986.81</u></u>

LOCAL SCHOOL DISTRICT TAX

A-22

	<u>Ref.</u>		
Balance December 31, 2017:			
School Tax Payable	A	\$ 72,895.96	
School Tax Deferred		<u>5,624,178.50</u>	
			\$ 5,697,074.46
Increased by:			
2018 - 2019 Fiscal Year Levy	A-1,2b,9		<u>11,471,925.00</u>
			<u>17,168,999.46</u>
Decreased by:			
Payments	A-4		<u>11,433,041.50</u>
Balance December 31, 2018:			
School Tax Deferred			<u><u>\$ 5,735,957.96</u></u>
<u>Analysis of Increase in Deferred School Tax</u>			
Deferred School Tax December 31, 2018			\$ 5,735,957.96
Deferred School Tax December 31, 2017			<u>5,624,178.50</u>
	A-1		<u><u>\$ 111,779.46</u></u>

TOWNSHIP OF FAIRFIELD
CURRENT FUND

REGIONAL HIGH SCHOOL TAXES

A-23

	<u>Ref.</u>	
Balance December 31, 2017: School Tax Deferred		\$ 7,850,342.48
Increased by:		
2018 - 2019 Fiscal Year Levy	A-1,2b,9	<u>16,021,180.00</u>
		23,871,522.48
Decreased by:		
Payments	A-4	<u>15,860,932.52</u>
Balance December 31, 2018: School Tax Deferred		<u>\$ 8,010,589.96</u>
 <u>Analysis of Decrease in Deferred School Tax</u>		
Deferred School Tax December 31, 2018		\$ 8,010,589.96
Deferred School Tax December 31, 2017		<u>7,850,342.48</u>
	A-1	<u>\$ 160,247.48</u>

TOWNSHIP OF FAIRFIELD
CURRENT FUND

MUNICIPAL OPEN SPACE TAX

A-24

	<u>Ref.</u>		
Increased by:			
2018 Calendar Year Levy		\$258,375.00	
2018 Added Assessments		<u>1,049.78</u>	
	A-1,2b,9		\$ 259,424.78
Decreased by:			
Payments	A-19		<u>259,424.78</u>
			<u>\$ -</u>

PREPAID TAXES

A-25

	<u>Ref.</u>		
Balance December 31, 2017	A		\$ 1,843,488.03
Increased by:			
Collections	A-5		<u>505,987.86</u>
			2,349,475.89
Decreased by:			
Applied to 2018 Taxes	A-2b,9		<u>1,843,488.03</u>
Balance December 31, 2018	A		<u>\$ 505,987.86</u>

TOWNSHIP OF FAIRFIELD
CURRENT FUND

FEDERAL AND STATE GRANT PROGRAMS APPROPRIATED

A-26
Sheet #1

	<u>Encumbered</u>	Balance Dec. 31, 2017	<u>Unencumbered</u>	2018 Budget Appropriation	<u>Expended</u>	Balance Dec. 31, 2018
	\$	\$	\$	\$	\$	\$
State Programs						
Clean Communities Program:						
2016	367.95				367.95	
2017			14,280.60		14,280.60	
2018				17,377.78	7,119.68	10,258.10
Drunk Driving Enforcement Fund:						
2014			5,650.91		1,827.70	3,823.21
Highway Safety Fund "Safe Corridors":						
2015			10,953.81			10,953.81
2018				9,588.40		9,588.40
Municipal Alliance Program:						
2010			2,653.06			2,653.06
2011			26,417.92			26,417.92
2014			13,690.91			13,690.91
2015			1,424.05			1,424.05
2017			15,725.62		15,650.94	74.68
2018				69,519.00	47,816.44	21,702.56
Body Armor Replacement Fund:						
2017			3,472.77		3,472.77	
Recycling Tonnage:						
2011			8,203.29		8,203.29	
2012			15,596.71		15,596.71	
2013			26,330.98		10,017.48	16,313.50
2015			27,955.77			27,955.77
2016			27,129.54			27,129.54
2017			48,324.93			48,324.93
Over the Limit, Under Arrest:						
2011			1,968.45		1,968.45	
Hazard Mitigation:						
2007			109,375.00			109,375.00
Child Passenger Safety:						
2007			475.68			475.68

TOWNSHIP OF FAIRFIELD
CURRENT FUND

FEDERAL AND STATE GRANT PROGRAMS APPROPRIATED

A-26
Sheet #2

	<u>Encumbered</u>	<u>Unencumbered</u>	2018 Budget Appropriation	<u>Expended</u>	Balance Dec. 31, 2018 <u>Unencumbered</u>
<u>State Programs</u>					
Municipal Storm Water Regulation Program:					
2006	\$	1,939.68	\$	\$	1,939.68
2007		1,346.62			1,346.62
New Jersey Department of Transportation:					
Spielman Road		95,882.60	240,000.00	95,882.60	240,000.00
Kaplan Drive - Section II					
Alcohol Education, Rehabilitation and Enforcement Fund:					
2012		23,226.66		1,900.00	21,326.66
2014		2,472.19			2,472.19
2016		2,846.75		300.00	2,546.75
2017		2,058.88			2,058.88
2018			2,636.37		2,636.37
New Jersey Department of Environmental Protection		153,467.00			153,467.00
Comprehensive Traffic Safety:					
2011		19,000.00			19,000.00
2017		474.02			474.02
<u>Federal Programs</u>					
Passed-Through New Jersey Department of Transportation Trust Fund:					
Big Piece Road:					
Section VII		8,617.22			8,617.22
Section X		58,232.25			58,232.25
Beverly Road:					
Section II		75,419.84			75,419.84
Industrial Road:					
2011		18,029.92		18,029.92	
2012		250,000.00			250,000.00
Law Drive		59,168.60			59,168.60
Lehigh Drive - Section I		9,796.21		9,796.21	

TOWNSHIP OF FAIRFIELD
CURRENT FUND

A-26
Sheet #3

FEDERAL AND STATE GRANT PROGRAMS APPROPRIATED

	<u>Encumbered</u>	<u>Unencumbered</u>	<u>2018 Budget Appropriation</u>	<u>Expended</u>	<u>Balance Dec. 31, 2018 Unencumbered</u>
<u>Federal Programs</u>					
Drive Sober or Get Pulled Over:					
2012	\$	15,912.50	\$	15,912.50	\$
2013		12,125.00		12,125.00	
2014		12,825.00		1,095.30	11,729.70
2016		580.00		580.00	
2017		20,228.75			20,228.75
2018			12,100.00		12,100.00
FEMA:					
National Preparedness Fire Administration:					
2008		17,559.56			17,559.56
Hazard Mitigation - Grant I	1,798.94	258,425.90		167,230.99	92,993.85
Hazard Mitigation - Grant II	223.02			223.02	
Flood Mitigation Acquisition		3,976.16			3,976.16
<u>County Programs</u>					
Essex County Recreation and Open Space Trust Fund:					
2009		106,791.02			106,791.02
2014		150,000.00			150,000.00
2016		150,000.00			150,000.00
Essex County Police Communications		1,783.10			1,783.10
<u>Other Programs</u>					
<u>Police Donations:</u>					
2010		1,250.50			1,250.50
2015		1,726.52			1,726.52
2017		3,812.58		3,454.82	841.91
2018	484.15		8,346.16		8,346.16
National Night Out - 2018			225.00		225.00
Skyline Auto Exchange		5,040.74		1,250.00	3,790.74

TOWNSHIP OF FAIRFIELD
CURRENT FUND

A-26
Sheet #4

FEDERAL AND STATE GRANT PROGRAMS APPROPRIATED

	<u>Balance</u> Dec. 31, 2017	<u>2018 Budget</u> <u>Appropriation</u>	<u>Expended</u>	<u>Balance</u> Dec. 31, 2018
	<u>Encumbered</u>	<u>Unencumbered</u>	<u>Unencumbered</u>	<u>Unencumbered</u>
<u>Other Programs</u>				
Target Department Stores:				
Support of Surveillance Equipment:				
2006	\$	\$	\$	\$
Other:				
2009		1,36		1.36
Washington Mutual Savings Bank:				
2005		1,900.00	1,000.00	900.00
Galaxy Glass:				
2009		200.00		200.00
Hotel at Home, Inc.		1,419.50		1,419.50
Cornel Associates of New Jersey		500.00		500.00
Home School Association of Roseland, Inc.		100.00		100.00
Comcast Technology Grant for the Recreation		3,593.00		3,593.00
		18,475.00		18,475.00
	<u>\$2,874.06</u>	<u>\$1,929,834.63</u>	<u>\$455,102.37</u>	<u>\$1,837,399.03</u>
<u>Reference</u>	A	A	A-4	A
		<u>Below</u>		
		\$359,792.71		
<u>Ref.</u>				
Federal and State Grants Receivable		\$345,792.71		
Township's Matching Funds:				
Municipal Alliance and Drug Abuse Program		14,000.00		
		<u>\$359,792.71</u>		
				Above

TOWNSHIP OF FAIRFIELD
CURRENT FUND

UNAPPROPRIATED RESERVES

A-27

	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Collections</u>	<u>Applied</u> <u>to</u> <u>Revenue</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Private Donation: National Night Out	<u>\$ 225.00</u>	<u>\$ 3,000.00</u>	<u>\$225.00</u>	<u>\$ 3,000.00</u>
<u>Reference</u>	<u>A</u>	<u>A-4</u>	<u>A-16</u>	<u>A</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

CASH RECEIPTS AND DISBURSEMENTS
TREASURER

B-2

Ref.	Assessment Trust Fund	Animal Control Trust Fund	General Trust Fund	Developers' Escrow Trust Fund
Balance December 31, 2017	\$ 47,995.10	\$ 32,053.23	\$ 2,189,162.10	\$ 697,384.21
Increased by Receipts:				\$
Collector	\$ 4,290.51	\$ 3,949.52		
Interfunds Receivable	28,410.71			
Community Development Block Grant				
Receivables			171,614.47	
Other Accounts Receivable			5,322.33	
Accounts Payable			47,250.00	
B-13			327,512.07	
B-14			50.00	
B-16			2,431,325.79	
B-18	1,270.99		370,311.30	743.67
B-21				
Redemption of Tax Title Liens				
Reserve for Municipal Open Space				
Trust Fund			139.31	
B-25			372,371.88	
B-26			7,772.60	
B-30				
Municipal Alliance				
B-31	33,972.21	3,949.52	278,503.48	279,247.15
Developers' Escrow Trust Fund	81,967.31	36,002.75	3,733,669.75	976,631.36
Decreased by Disbursements:				
Interfunds Receivable	1,130.00			
B-10			1,130.00	
B-15			14,557.74	
Deferred Charges				
B-17		322.20	35,372.00	
Due to State of New Jersey			16,691.83	
Interfunds Payable	53,015.00	24,980.83	198,432.70	
B-18			612,142.73	
B-20			376,300.00	
B-21				
B-22				
B-24		1,351.00		
Other Deposits				
Redemption of Tax Title Liens				
Premium on Tax Sale				
Reserve for Animal Control Expenditures				
B-25			202,893.75	
B-26			395,533.91	
Trust Fund			9,669.03	
Reserve for Recreation Program Expenditures				
Reserve for State Unemployment Insurance				
Trust Fund Expenditures				
B-28				
Police Officers			265,917.60	
B-29			8,701.83	
Municipal Alliance				
B-30				
B-31	54,145.00	26,654.03	225,337.56	225,337.56
Developers' Escrow Trust Fund				
Balance December 31, 2018	\$ 27,822.31	\$ 9,348.72	\$ 3,785,488.73	\$ 751,293.80

TOWNSHIP OF FAIRFIELD
TRUST FUND

BANK RECONCILIATIONS
DECEMBER 31, 2018

B-3

	<u>Assessment Trust Fund</u>	<u>Animal Control Trust Fund</u>	<u>General Trust Fund</u>	<u>Developers' Escrow Trust Fund</u>
Balance per Statements:				
PNC Bank,				
Fairfield, New Jersey:				
Account #80-4236-6859	\$	\$	\$ 27,703.57	\$
Account #80-4236-5979			33,432.29	
Account #80-4236-5952			51,670.66	
Columbia Bank,				
Fairfield, New Jersey:				
Account #024804851			30,507.90	
Account #024803740			81,584.66	
TD Banknorth, N.A.,				
Fairfield, New Jersey:				
Account #345-2885445	28,530.81			
Account #345-2885453		8,898.72		
Account #3452885550			1,080,731.82	
Account #4243537573			159.85	
Account #3452885437			47,277.89	
Account #3451154870			544,424.20	
Account #3450991442			220,663.21	
Account #4274672463			4,006.20	
Account #0050098				765,197.98
Lincoln Financial Group,				
Fort Wayne, Indiana:				
Account #CR32658			692,549.13	
	<u>28,530.81</u>	<u>8,898.72</u>	<u>2,814,711.38</u>	<u>765,197.98</u>
Plus: In-Transit Items		630.00	1,049,242.50	
	<u>28,530.81</u>	<u>9,528.72</u>	<u>3,863,953.88</u>	<u>765,197.98</u>
Less: Outstanding Checks	708.50		55,271.23	13,904.18
In-Transit Items		180.00	23,193.92	
	<u>708.50</u>	<u>180.00</u>	<u>78,465.15</u>	<u>13,904.18</u>
	<u>\$ 27,822.31</u>	<u>\$ 9,348.72</u>	<u>\$ 3,785,488.73</u>	<u>\$ 751,293.80</u>
<u>Reference</u>	<u>B-2</u>	<u>B-2</u>	<u>B-2</u>	<u>B-2</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

CASH RECEIPTS AND DISBURSEMENTS
TAX COLLECTOR

B-4

	<u>Ref.</u>	<u>Assessment Trust Fund</u>	<u>Animal Control Trust Fund</u>	<u>General Trust Fund</u>
Increased by Receipts:				
Assessments Receivable	B-7	\$ 4,290.51	\$	\$
Due from Municipal Court	B-9			6,500.00
Due to State of New Jersey	B-17		321.00	29,726.00
Other Deposits	B-20			135,388.47
Reserve for Animal Control Trust Fund Expenditures	B-24		3,628.52	
		<u>4,290.51</u>	<u>3,949.52</u>	<u>171,614.47</u>
Decreased by Disbursements:				
Turnover to Treasurer	B-2	<u>4,290.51</u>	<u>3,949.52</u>	<u>171,614.47</u>
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

CASH
NEW JERSEY CASH MANAGEMENT FUND

B-5

	<u>Ref.</u>	<u>General Trust Fund</u>
Balance December 31, 2017	B	\$ 253,240.55
Increased by:		
Accrued Interest	B-18	<u>4,653.14</u>
Balance December 31, 2018	B	<u>\$ 257,893.69</u>
 <u>Bank Reconciliation December 31, 2018</u>		
Morgan Stanley Trust: #171-000102520		<u>\$ 257,893.69</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

ANALYSIS OF ASSESSMENT CASH AND INVESTMENTS

B-6

<u>Ordinance</u> <u>Number</u>	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Receipts</u>		<u>Disbursements</u> <u>Other</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
		<u>Assessments</u> <u>Receivable</u>	<u>Other</u>		
<u>General Accounts</u>					
Fund Balance	\$ 33,653.05	\$ 3,727.21	\$	\$	\$ 37,380.26
Interfund Current Fund	(28,410.71)		29,681.70		1,270.99
Interfund Sewer Assessment Trust Fund	(9,698.94)				(9,698.94)
Interfund General Capital Fund	05-12 07-14 <u>52,451.70</u>	<u>563.30</u>	<u> </u>	<u>54,145.00</u>	<u>(1,130.00)</u>
	<u>\$ 47,995.10</u>	<u>\$ 4,290.51</u>	<u>\$ 29,681.70</u>	<u>\$ 54,145.00</u>	<u>\$ 27,822.31</u>
<u>Reference</u>	<u>B</u>	<u>B-7</u>	<u>Below</u>	<u>B-16</u>	<u>B</u>
		<u>Ref.</u>			
Settlement		B-10	\$ 28,410.71		
Interest on Deposits		B-18	326.99		
Interest and Costs on Assessments		B-18	<u>944.00</u>		
		Above	<u>\$ 29,681.70</u>		

TOWNSHIP OF FAIRFIELD
TRUST FUND

B-7

ASSESSMENTS RECEIVABLE

<u>Ordinance Number</u>	<u>Purpose</u>	<u>Confirmation</u>		<u>Balance Dec. 31, 2017</u>		<u>Balance Dec. 31, 2018</u>	
		<u>Date</u>	<u>Installments</u>	<u>Pledged</u>	<u>Unpledged</u>	<u>Pledged</u>	<u>Unpledged</u>
95-02	Curbing - Various Streets	2-22-99	10	\$	\$ 361.48	\$	\$ 361.48
02-12	Curbing - Various Streets	5-09-05 3-23-09	10		1,337.42		196.86
05-12	Curbing - Fleetwood Drive	3-23-09	10	893.50		330.20	
05-12	Curbing - Various Streets	3-26-12	10		8,520.82		6,390.62
07-14	Curbing - Various Streets	3-26-12	10		1,829.14		1,372.69
				<u>\$ 893.50</u>	<u>\$ 12,048.86</u>	<u>\$ 330.20</u>	<u>\$ 8,321.65</u>
		<u>Reference</u>		<u>B</u>	<u>B</u>	<u>B-4</u>	<u>B</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

ASSESSMENT LIEN RECEIVABLE

B-8

<u>Ordinance Number</u>	<u>Purpose</u>	<u>Balance Dec. 31, 2017 Unpledged</u>	<u>Balance Dec. 31, 2018 Unpledged</u>
95-02	Curbing - Montesano Road	\$ 2,629.60	\$ 2,629.60
02-12	Curbing - Various Streets	<u>2,028.61</u>	<u>2,028.61</u>
		<u>\$ 4,658.21</u>	<u>\$ 4,658.21</u>
		<u>B</u>	<u>B</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

DUE FROM MUNICIPAL COURT

B-9

	<u>Ref.</u>		
Increased by:			
Parking Offense Adjudication Act		\$ 148.00	
Public Defender Application Fees		<u>7,350.00</u>	
	B-20		\$ 7,498.00
Decreased by:			
Collections:			
Parking Offense Adjudication Act		150.00	
Public Defender Application Fees		<u>6,350.00</u>	
	B-4	<u>6,500.00</u>	
Transfer to Due to Municipal Court	B-19	<u>998.00</u>	
			<u>7,498.00</u>
			<u>\$ -</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

INTERFUNDS RECEIVABLE

B-10

Ref.	Assessment Trust Fund			General Trust Fund			Swimming Pool Operating Fund
	Total	Current Fund	General Trust Fund	Total	Current Fund	General Capital Fund	
Balance December 31, 2017	\$ 38,109.65	\$ 28,410.71	\$ -	\$ 1,805,522.01	\$ 1,607,936.05	\$ 193,876.11	\$ 3,709.85
Increased by:							
Advances							
Budget Appropriation:							
Compensated Absences	1,130.00		1,130.00	1,130.00		1,130.00	
General Trust Fund Revenue Deposited in Current Fund in Error:							
Premium on Tax Sale				104,700.00	104,700.00		
Open Space Tax Levy and Added Taxes				259,424.78	259,424.78		
	<u>39,239.65</u>	<u>28,410.71</u>	<u>1,130.00</u>	<u>2,270,776.79</u>	<u>2,072,060.83</u>	<u>195,006.11</u>	<u>3,709.85</u>
Decreased by:							
Settlements	28,410.71	28,410.71		5,322.33	1,612.48		3,709.85
Interfund Transfers	<u>28,410.71</u>	<u>28,410.71</u>		<u>2,265,454.46</u>	<u>2,070,448.35</u>	<u>195,006.11</u>	<u>3,709.85</u>
Balance December 31, 2018	\$ 10,828.94	\$ -	\$ 1,130.00	\$ -	\$ -	\$ -	\$ -

TOWNSHIP OF FAIRFIELD
TRUST FUND

PROSPECTIVE ASSESSMENTS FUNDED

B-11

<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Balance Dec. 31, 2017 Unpledged</u>	<u>Balance Dec. 31, 2018 Unpledged</u>
02-12	Curbing - Various Streets	<u>\$ 115,690.95</u>	<u>\$ 115,690.95</u>
	<u>Reference</u>	<u>B</u>	<u>B</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

AMOUNT TO BE RAISED BY TAXATION FOR CANCELLED ASSESSMENTS

B-12

<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Balance Dec. 31, 2017</u>	<u>Balance Dec. 31, 2018</u>	<u>Pledged to Due to General Capital Fund</u>
05-12	Curbing - Fleetwood Drive	\$ 566.00	\$ 566.00	\$ 566.00
07-14	Curbing - Dale Drive	<u>233.80</u>	<u>233.80</u>	<u>233.80</u>
		<u>\$ 799.80</u>	<u>\$ 799.80</u>	<u>\$ 799.80</u>
	<u>Reference</u>	<u>B</u>	<u>B</u>	

TOWNSHIP OF FAIRFIELD
TRUST FUND

COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS RECEIVABLE

B-13

<u>Program</u> <u>Year</u>		<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Grant</u>	<u>Collections</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
2016	ADA Curb Ramps	\$ 47,250.00	\$	\$ 47,250.00	\$
2017	ADA Sidewalks on Sand Road - Phase I	46,305.00			46,305.00
2018	ADA Sidewalks on Sands Road - Phase II	<u> </u>	<u>46,305.00</u>	<u> </u>	<u>46,305.00</u>
		<u>\$ 93,555.00</u>	<u>\$ 46,305.00</u>	<u>\$ 47,250.00</u>	<u>\$ 92,610.00</u>
	<u>Reference</u>	<u>B</u>	<u>B-27</u>	<u>B-2</u>	<u>B</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

OTHER ACCOUNTS RECEIVABLE

B-14

	<u>Ref.</u>	<u>Total</u>	<u>Action Data Service</u>	<u>Outside Employment of Off-Duty Police Officers</u>
Balance December 31, 2017	B	\$ 41,963.21	\$ 761.96	\$ 41,201.25
Increased by:				
Unemployment Insurance Trust				
Fund Payroll Deductions	B-28	11,294.99	11,294.99	
Billings	B-29	<u>312,167.50</u>		<u>312,167.50</u>
		<u>365,425.70</u>	<u>12,056.95</u>	<u>353,368.75</u>
Decreased by:				
Collections	B-2	327,512.07	11,318.32	316,193.75
Prior Period Adjustment	B-29	<u>4,280.00</u>		<u>4,280.00</u>
		<u>331,792.07</u>	<u>11,318.32</u>	<u>320,473.75</u>
Balance December 31, 2018	B	<u>\$ 33,633.63</u>	<u>\$ 738.63</u>	<u>\$ 32,895.00</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

DEFERRED CHARGES
(OVEREXPENDITURE OF TAX LIEN ACCOUNT)

B-15

	<u>Ref.</u>	
Increased by:		
Overexpenditure of Tax Lien Account	B-2	<u>\$ 14,557.74</u>
Balance December 31, 2018	B	<u>\$ 14,557.74</u>

ACCOUNTS PAYABLE

B-16

	<u>Ref.</u>	
Increased by:		
Overpayments of Off-Duty Billings	B-2	<u>\$ 50.00</u>
Balance December 31, 2018	B	<u>\$ 50.00</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

DUE TO STATE OF NEW JERSEY

B-17

		Animal Control Trust Fund		<u>General Trust Fund</u>	
	Ref.	<u>Registration Fees</u>	Total General Trust Fund	<u>Construction Training Fees</u>	<u>Marriage License Fees</u>
Balance December 31, 2017	B	<u>\$ 1.20</u>	<u>\$11,949.00</u>	<u>\$11,799.00</u>	<u>\$ 150.00</u>
Increased by:					
Registration and Other Fees		240.00	29,726.00	28,901.00	825.00
Pilot Clinic Fees		48.00			
Animal Population Control		33.00			
	B-4	<u>321.00</u>	<u>29,726.00</u>	<u>28,901.00</u>	<u>825.00</u>
		322.20	41,675.00	40,700.00	975.00
Decreased by:					
Payments	B-2	<u>322.20</u>	<u>35,372.00</u>	<u>34,597.00</u>	<u>775.00</u>
Balance December 31, 2018	B	<u>\$ -</u>	<u>\$ 6,303.00</u>	<u>\$ 6,103.00</u>	<u>\$ 200.00</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

B-18

INTERFUNDS PAYABLE

Ref.	Assessment Trust Fund		Animal Control Fund	General Trust Fund		General Trust Fund		Assessment Trust Fund		Developers' Escrow Trust Fund	
	Total	Current Fund		General Capital Fund	Current Fund	Federal and State Grant Fund	Assessment Trust Fund	General Capital Fund	Total	Current Fund	General Capital Fund
B	\$54,145.00	\$	\$24,980.83	\$7,533.00	\$	\$7,533.00	\$	\$	\$205,004.05	\$2,900.96	\$202,103.09
	326.99	326.99		12,964.86					743.67	743.67	
	944.00	944.00									
B-2	1,270.99	1,270.99		6,330.00			1,130.00		743.67		
B-5				2,042,016.82			1,130.00				
B-24				2,061,311.68							
B-29				4,653.14							
	1,270.99	1,270.99	2,380.51	64,745.00			1,130.00		743.67		
	55,415.99	1,270.99	2,380.51	2,130,709.82			1,130.00		205,747.72	3,644.63	202,103.09
	53,015.00		24,980.83	16,691.83			7,533.00				
B-10	53,015.00		24,980.83	2,265,454.46							
	\$ 2,400.99	\$ 1,270.99	\$ 2,380.51	\$ 226,110.64	\$	\$	\$ 1,130.00	\$	\$ 205,747.72	\$ 3,644.63	\$ 202,103.09

Increased by:
Interest on Deposits
Interest and Costs on Assessments
Current Fund Revenue Deposited in General Trust Fund in Error
Advances

Excess Fund Balance
Off-Duty Administration Fees

Decreased by:
Settlements
Interfund Transfers

Balance December 31, 2018

TOWNSHIP OF FAIRFIELD
TRUST FUND

DUE TO MUNICIPAL COURT

B-19

	<u>Ref.</u>	<u>General Trust Fund</u>
Balance December 31, 2017	B	\$28,557.60
Decreased by:		
Transfer from Due from Municipal Court	B-9	<u>998.00</u>
Balance December 31, 2018	B	<u>\$ 27,559.60</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

OTHER DEPOSITS

B-20

	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Increase</u>	<u>Expended</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Security Deposits	\$ 10,951.50	\$		\$ 10,951.50
Maintenance and Performance Deposits	31,738.85			31,738.85
Other Deposits	17,815.78			17,815.78
Van Ness Improvements	1,566.70			1,566.70
Uniform Fire Safety Act	46,711.38			47,936.38
Public Defender Service Fees	50.00	3,225.00	2,000.00	1,300.00
Parking Offenses Adjudication Act	2,052.06	7,350.00	6,100.00	2,200.06
Housing Trust Fund	554,092.99	148.00		535,520.70
Detention Basin	80,500.00	100,772.66	119,344.95	80,500.00
Law Enforcement Forfeiture Trust Fund	100,199.09	28,703.25	46,812.68	82,089.66
Senior Citizen Trips	387.48	2,687.56	2,687.56	387.48
Snow Removal Trust Fund	15,000.00			15,000.00
Compensated Absences	291,500.00	100,000.00		391,500.00
Hurricane Sandy	4,006.20			4,006.20
Length of Service Award Program	714,036.64		21,487.51	692,549.13
	<u>\$ 1,870,608.67</u>	<u>\$ 242,886.47</u>	<u>\$ 198,432.70</u>	<u>\$ 1,915,062.44</u>

Reference

B

Below

B-2

B

Ref.

Collections:

Tax Collector
Due from Municipal Court
Interfunds Receivable:
Budget Appropriation

\$ 135,388.47
7,498.00

100,000.00

\$ 242,886.47

B-4

B-9

B-10

Above

TOWNSHIP OF FAIRFIELD
TRUST FUND

REDEMPTION OF TAX TITLE LIENS

B-21

	<u>Ref.</u>	
Balance December 31, 2017	B	\$ 241,831.43
Increased by:		
Deposits	B-2	<u>370,311.30</u>
		612,142.73
Decreased by:		
Redemptions	B-2	<u>612,142.73</u>
		<u>\$ -</u>

PREMIUM ON TAX SALE

B-22

	<u>Ref.</u>	
Balance December 31, 2017	B	\$ 476,200.00
Increased by:		
Due from Current Fund	B-10	<u>104,700.00</u>
		580,900.00
Decreased by:		
Refunds	B-2	<u>376,300.00</u>
Balance December 31, 2018	B	<u>\$ 204,600.00</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

RESERVE FOR ASSESSMENTS AND LIENS

B-23

<u>Ordinance Number</u>	<u>Purpose</u>	<u>Balance Dec. 31, 2017</u>	<u>Collections to Fund Balance</u>	<u>Balance Dec. 31, 2018</u>
	<u>Assessments Receivable</u>			
95-02	Curbing - Montesano Road	\$ 361.48	\$	\$ 361.48
02-12	Curbing - Various Streets	1,337.42	1,140.56	196.86
05-12	Curbing - Various Streets	8,520.82	2,130.20	6,390.62
07-14	Curbing - Various Streets	1,829.14	456.45	1,372.69
02-12	<u>Prospective Assessments Funded</u>			
	Curbing - Various Streets	115,690.95		115,690.95
	<u>Assessment Liens</u>			
95-02	Curbing - Montesano Road	2,629.60		2,629.60
02-12	Curbing - Various Streets	<u>2,028.61</u>		<u>2,028.61</u>
		<u>\$132,398.02</u>	<u>\$ 3,727.21</u>	<u>\$128,670.81</u>
	<u>Reference</u>	<u>B</u>	<u>B-1</u>	<u>B</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

RESERVE FOR ANIMAL CONTROL TRUST FUND EXPENDITURES

B-24

	<u>Ref.</u>		
Balance December 31, 2017	B		\$ 7,071.20
Increased by:			
Collections:			
Dog License Fees		\$ 3,345.00	
Cat License Fees		46.00	
Miscellaneous Revenue:			
Late Fees		48.00	
Replacement Fees		1.00	
Miscellaneous		33.00	
Interest on Deposits		<u>155.52</u>	
	B-4		<u>3,628.52</u>
			<u>10,699.72</u>
Decreased by:			
Expenditures	B-2	1,351.00	
Statutory Excess Due to Current Fund	B-18	<u>2,380.51</u>	
			<u>3,731.51</u>
Balance December 31, 2018	B		<u>\$ 6,968.21</u>

License Revenue

	<u>Year</u>		
	2017		\$ 3,450.81
	2016		<u>3,517.40</u>
Maximum Balance			<u>\$ 6,968.21</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

RESERVE FOR MUNICIPAL OPEN SPACE TRUST FUND

B-25

	<u>Ref.</u>		
Balance December 31, 2017	B		\$ 1,316,330.29
Increased by:			
Tax Levy		\$ 258,375.00	
Added Taxes		<u>1,049.78</u>	
	B-10	259,424.78	
Interest on Deposits	B-2	<u>139.31</u>	
			<u>259,564.09</u>
			1,575,894.38
Decreased by:			
Expenditures	B-2		<u>202,893.75</u>
Balance December 31, 2018	B		<u><u>\$ 1,373,000.63</u></u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

RESERVE FOR RECREATION PROGRAM EXPENDITURES

B-26

	<u>Ref.</u>	
Balance December 31, 2017	B	\$ 277,117.18
Increased by:		
Fees	B-2	<u>372,371.88</u>
		649,489.06
Decreased by:		
Expenditures	B-2	<u>395,533.91</u>
Balance December 31, 2018	B	<u>\$ 253,955.15</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

RESERVE FOR COMMUNITY DEVELOPMENT BLOCK GRANT EXPENDITURES

B-27

<u>Program</u> <u>Year</u>		<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Grants</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
2017	ADA Sidewalks on Sand Road - Phase I	\$ 46,305.00	\$	\$ 46,305.00
2018	ADA Sidewalks on Sand Road - Phase II	<u> </u>	<u>46,305.00</u>	<u>46,305.00</u>
		<u>\$ 46,305.00</u>	<u>\$ 46,305.00</u>	<u>\$ 92,610.00</u>
	<u>Reference</u>	<u>B</u>	<u>B-13</u>	<u>B</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

RESERVE FOR STATE UNEMPLOYMENT
INSURANCE TRUST FUND EXPENDITURES

B-28

	<u>Ref.</u>	
Balance December 31, 2017	B	\$ 7,616.09
Increased by:		
Payroll Deductions:		
Collections	B-14	11,294.99
		<u>18,911.08</u>
Decreased by:		
Expenditures	B-2	<u>9,669.03</u>
Balance December 31, 2018	B	<u>\$ 9,242.05</u>

RESERVE FOR OUTSIDE EMPLOYMENT
OF OFF-DUTY POLICE OFFICERS

B-29

	<u>Ref.</u>	
Balance December 31, 2017	B	\$ 65,632.29
Increased by:		
Billings	B-14	312,167.50
		<u>377,799.79</u>
Decreased by:		
Payroll Expenditures	B-2	\$ 265,917.60
Prior Period Adjustment	B-14	4,280.00
Administrative Fees	B-16	<u>64,745.00</u>
		<u>334,942.60</u>
Balance December 31, 2018	B	<u>\$ 42,857.19</u>

TOWNSHIP OF FAIRFIELD
TRUST FUND

RESERVE FOR MUNICIPAL ALLIANCE

B-30

	<u>Ref.</u>	
Balance December 31, 2017	B	\$ 33,762.32
Increased by:		
Collections	B-2	<u>7,772.60</u> 41,534.92
Decreased by:		
Expenditures	B-2	<u>8,701.83</u>
Balance December 31, 2018	B	<u>\$ 32,833.09</u>

DEVELOPERS' ESCROW TRUST FUNDS

B-31

	<u>Ref.</u>	
Balance December 31, 2017	B	\$ 492,380.16
Increased by:		
Collections	B-2	<u>278,503.48</u> 770,883.64
Decreased by:		
Expended	B-2	<u>225,337.56</u>
Balance December 31, 2018	B	<u>\$ 545,546.08</u>

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

CASH RECEIPTS, DISBURSEMENTS AND RECONCILIATION
TREASURER

C-2

	<u>Ref.</u>		
Balance December 31, 2017	C		\$ 3,216,292.76
Increased by Receipts:			
Premium on Sale of Notes	C-1	\$ 157,520.20	
Interfunds Receivable	C-5	254,145.00	
Interfunds Payable	C-10	54,972.15	
Reserve for Contributions	C-11	40,000.00	
Bond Anticipation Notes	C-12	<u>3,800,000.00</u>	
			<u>4,306,637.35</u>
			7,522,930.11
Decreased by Disbursements:			
Interfunds Receivable	C-5	1,184,523.07	
Improvement Authorizations	C-8	1,363,300.48	
Interfunds Payable	C-10	<u>171,563.61</u>	
			<u>2,719,387.16</u>
Balance December 31, 2018	C		<u>\$ 4,803,542.95</u>
<u>Bank Reconciliation December 31, 2018</u>			
Balance per Statement:			
TD Bank, Fairfield, New Jersey: Account #428-1034458			\$ 6,863,671.61
Less:			
Outstanding Checks		\$ 60,128.66	
Transfers-in-Transit		<u>2,000,000.00</u>	
			<u>2,060,128.66</u>
			<u>\$ 4,803,542.95</u>

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

CASH - MONEY MARKET ACCOUNT

C-3

	<u>Ref.</u>	
Balance December 31, 2017	C	<u>\$ 631,929.94</u>
Balance December 31, 2018	C	<u>\$ 631,929.94</u>
 <u>Bank Reconciliation December 31, 2018</u>		
Balance per Statement:		
Columbia Bank,		
Fairfield, New Jersey:		
Account #024804518		<u>\$ 631,929.94</u>

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

C-4
Sheet #1

ANALYSIS OF CAPITAL CASH

General Accounts	Ordinance Number	Balance Dec. 31, 2017	Receipts		Disbursements		Transfers		Balance Dec. 31, 2018
			Bond Anticipation Notes	Other	Improvement Authorizations	Other	From	To	
Fund Balance		\$ 463,064.69	\$	\$ 157,520.20	\$	\$			\$ 620,584.89
Reserve for Contributions		674.78		40,000.00					36,423.30
Capital Improvement Fund		75,400.00						200,000.00	75,400.00
Bond Anticipation Note Cash:									
Ordinance Number #12-12		37,146.72						37,146.72	121,015.00
Ordinance Number #13-15		156,015.00						35,000.00	1,520.09
Ordinance Number #13-15		1,520.09							
Ordinance Number #14-08		102.14						102.14	
Ordinance Number #15-12		36.93						36.93	
Interfund Current Fund		(288,308.38)		238,331.81				200,000.00	(983,329.74)
Interfund Federal and State Grant Fund		192,238.05						72,285.79	164,251.48
Interfund Assessment Trust Fund		(54,145.00)		53,015.00				4,251.48	(1,130.00)
Interfund General Trust Fund		193,876.11		1,130.00					(173,878.00)
Interfund Developers' Escrow Trust Fund		(202,103.09)							(202,103.09)
Interfund Water Capital Fund		124,649.62		10,428.10					10,428.10
Interfund Sewer Capital Fund		12,065.44		5,632.74					5,632.74
Interfund Pool Capital Fund		2,610.50		579.50					579.50
General Improvement Authorizations									
Multi-Purpose:		(41,201.00)							(41,201.00)
Renovation and Expansion of the Municipal Public Library	02-18								
Multi-Purpose:	06-13	462.15							462.15
h. Various Improvements for the Recreation Department									
Multi-Purpose:	07-15	5,337.95							5,337.95
d. Various Acquisitions for the Parks Department									
e. Various Improvements for the Building and Grounds Department									
Multi-Purpose:		3,231.18							3,231.18
g. Various Acquisitions and Improvements for the Engineering Department		(2.85)							(2.85)
Multi-Purpose:	08-10	8,005.75							8,005.75
f. Various Acquisitions for Fire Prevention									
g. Various Acquisitions of Equipment for the Police Department		7,039.05			7,039.05				
Reconstruction of Fleetwood Avenue, Sunset Road and Mill Street	11-12	107,014.88							107,014.88
Multi-Purpose:	11-17								
a. Various Acquisitions of Equipment for the Finance Department		6,011.94							6,011.94
b. Various Acquisitions of Equipment for the Clerk's Office		100.00							100.00
c. Various Acquisitions of Equipment for the Police Department		8,063.87							1,956.92
d. Various Acquisitions of Equipment for Public Works		5,337.24			6,126.95				5,337.24
Flood Mitigation Acquisition Project		178,931.74							178,931.74
Multi-Purpose:	12-01								
d. Various Acquisitions for Fire Protection Including Sports Utility Vehicle	12-12	6,295.33							6,295.33
e. Various Acquisitions of Equipment for Fleet Maintenance		1,523.67							1,523.67

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

C-4
Sheet #2

ANALYSIS OF CAPITAL CASH

Ordinance Number	Balance Dec. 31, 2017	Receipts		Balance Dec. 31, 2018	Transfers From	Transfers To
		Bond Anticipation Notes	Other			
	\$ 12,987.83	\$	\$	\$ 12,987.83	\$	\$
13-15	3,110.42			3,110.42		
	41,411.60			41,411.60		
14-09	52.14			52.14		
	7,804.67			7,804.67		
	14,073.87			14,073.87		
	394,668.33			394,668.33		
	35,761.65			35,761.65		
	13,422.21			13,422.21		
	76,314.06			76,314.06		
15-05	5,439.00			5,439.00		
15-12	21.58			21.58		
	0.98			0.98		
	41,728.36			41,728.36		
	7,576.87			7,576.87		
	20,631.76			20,631.76		
	6,469.84			6,469.84		
	535,113.87			535,113.87		
16-08	8,951.71			8,951.71		
	23,086.66			23,086.66		
	24,500.00			24,500.00		
	205,624.26			205,624.26		
	82,282.97			82,282.97		
	41,000.00			41,000.00		
	9,502.43			9,502.43		
	103,056.14			103,056.14		
17-17	92,000.00			92,000.00		
	12,500.00			12,500.00		
	10,000.00			10,000.00		
	108,000.00			108,000.00		
	250,000.00			250,000.00		
	25,190.23			25,190.23		

General Improvement Authorizations

Multi-Purpose:	Balance Dec. 31, 2017	Receipts		Balance Dec. 31, 2018	Transfers From	Transfers To
		Bond Anticipation Notes	Other			
c. Acquisitions of Fence at Mill Street Water Tower and Belgian Blocks for Parking Lot for Department of Public Works	\$ 12,987.83	\$	\$	\$ 12,987.83	\$	\$
g. Acquisition of Football Blocking Sleds for the Recreation Department	3,110.42			3,110.42		
h. Various Acquisitions of Equipment for the Police Department	41,411.60			41,411.60		
a. Various Acquisitions of Equipment for the Municipal Clerk's Office	52.14			52.14		
b. Various Acquisitions and Improvements for the Police Department	7,804.67			7,804.67		
c. Various Acquisitions for the Fire Department	14,073.87			14,073.87		
e. Various Road Improvements to Lehigh and Matt Drive, Resurfacing of Municipal Parking Lot and Remediation of Lead Contamination at Police Shooting Range	394,668.33			394,668.33		
g. Acquisition of a Bobcat Toolcat with Bucket	35,761.65			35,761.65		
h. Various Acquisitions for Fleet Maintenance	13,422.21			13,422.21		
Construction of Recreational Complex	76,314.06			76,314.06		
Multi-Purpose:	5,439.00			5,439.00		
a. Various Acquisitions for the Municipal Clerk's Office	21.58			21.58		
b. Various Acquisitions for the Finance Department	0.98			0.98		
c. Various Acquisitions for the Tax Assessor	41,728.36			41,728.36		
d. Various Acquisitions for the Fire Department	7,576.87			7,576.87		
e. Various Acquisitions for the Recreation Department	20,631.76			20,631.76		
f. Various Acquisitions for Buildings and Grounds	6,469.84			6,469.84		
g. Various Acquisitions for Fleet Maintenance	535,113.87			535,113.87		
i. Renovations and Additional Floor for the Police Department	8,951.71			8,951.71		
j. Resurfacing of Various Township Roads Including Kevin Terrace and Portions of Hemming Drive and South Hampton Drive	23,086.66			23,086.66		
k. Various Acquisitions for the Police Department	24,500.00			24,500.00		
Multi-Purpose:	205,624.26			205,624.26		
a. Acquisition of a Security System	82,282.97			82,282.97		
b. Various Acquisitions for Fleet Maintenance	41,000.00			41,000.00		
c. Various Acquisitions for Buildings and Grounds	9,502.43			9,502.43		
d. Acquisition of a Blacktop Hot Box for the Road Department	103,056.14			103,056.14		
e. Acquisition of a Copier for Maps for the Engineering Department and the Resurfacing of Various Township Roads and Crosswalks	92,000.00			92,000.00		
f. Various Acquisitions for the Police Department	12,500.00			12,500.00		
g. Various Acquisitions for the Recreation Department	10,000.00			10,000.00		
h. Various Acquisitions for Fire Protection	108,000.00			108,000.00		
i. Various Acquisitions for the Fire Department	250,000.00			250,000.00		
Multi-Purpose:	25,190.23			25,190.23		
a. Various Acquisitions for the Fire Department						
b. Various Acquisitions for Fire Protection						
c. Acquisition of Compressor for Fleet Maintenance						
d. Various Acquisitions for the Road Department						
e. Resurfacing of Various Township Roads for the Engineering Department						
f. Various Acquisitions for the Police Department						

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

ANALYSIS OF CAPITAL CASH

C-4
Sheet #3

Ordinance Number	Balance Dec. 31, 2017	Receipts		Disbursements			Transfers		Balance Dec. 31, 2018
		Bond Anticipation Notes	Other	Improvement Authorizations	Other	From	To		
17-17	\$ 1,800.00	\$	\$	\$	\$	\$	\$	\$	\$ 1,800.00
	12,000.00								12,000.00
	550,000.00			220,393.13					329,606.87
18-01		2,850,000.00		5,526.07			150,000.00		2,994,473.93
		237,500.00		11,813.89			12,500.00		238,186.11
		17,100.00					900.00		18,000.00
		95,000.00					5,000.00		100,000.00
		95,000.00					5,000.00		100,000.00
		167,200.00					8,800.00		176,000.00
		42,750.00		43,561.13			2,250.00		1,438.87
		31,350.00					1,650.00		33,000.00
		90,250.00					4,750.00		95,000.00
		173,850.00		106,546.71			9,150.00		76,453.29
02-12	46,484.90								46,484.90
05-12	14,629.86								14,629.86
	\$ 3,848,222.70	\$ 3,800,000.00	\$ 506,637.35	\$ 1,363,300.48	\$ 1,356,086.68	\$ 476,537.27	\$ 476,537.27	\$ 5,435,472.89	
Reference	C	C-12	Below	C-B	Below	Contra	Contra	C	
		Ref.							
	Premium on Notes	C-1	\$ 157,520.20		\$ 1,184,523.07				
	Interfunds Receivable	C-5	254,145.00		171,563.61				
	Interfunds Payable	C-10	54,972.15						
	Reserve for Contributions	C-11	40,000.00						
		Above	\$ 506,637.35		\$ 1,356,086.68				
Local Improvements									
Curbing - Various Locations									
Curbing - Various Locations									

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

INTERFUNDS RECEIVABLE

C-5

<u>Ref.</u>	<u>Total</u>	<u>Current Fund</u>	<u>Assessment Trust Fund</u>	<u>General Trust Fund</u>	<u>Developers' Escrow Trust Fund</u>
Balance December 31, 2017	\$ 544,556.47	\$ 288,308.38	\$ 54,145.00	\$	\$ 202,103.09
Increased by:					
Advances	1,184,523.07	815,638.96		368,884.11	
Budget Appropriation:					
Capital Improvement Fund	200,000.00	200,000.00			
	<u>1,929,079.54</u>	<u>1,303,947.34</u>	<u>54,145.00</u>	<u>368,884.11</u>	<u>202,103.09</u>
Decreased by:					
Collections	253,015.00	200,000.00	53,015.00		
Transfer from Interfunds Payable	305,623.71	110,617.60		195,006.11	
	<u>558,638.71</u>	<u>310,617.60</u>	<u>53,015.00</u>	<u>195,006.11</u>	
Balance December 31, 2018	<u>\$ 1,370,440.83</u>	<u>\$ 993,329.74</u>	<u>\$ 1,130.00</u>	<u>\$ 173,878.00</u>	<u>\$ 202,103.09</u>

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

DEFERRED CHARGES TO FUTURE TAXATION - FUNDED

C-6

	<u>Ref.</u>	
Balance December 31, 2017	C	\$ 4,251,000.00
Decreased by:		
Serial Bonds Redeemed	C-13	<u>385,000.00</u>
Balance December 31, 2018	C	<u>\$ 3,866,000.00</u>

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED

C-7

Improvements	Ordinance Number	Balance Dec. 31, 2017	2018 Authorizations	Notes Paid by Budget Appropriations	Balance Dec. 31, 2018	Analysis of Balance		
						Bond Anticipation Notes	Expenditures	Unexpended Improvement Authorizations
General Improvements								
Renovation and Expansion of the Municipal Library	02-18	\$ 41,201.00	\$	\$	\$ 41,201.00	\$	\$ 41,201.00	\$
Multi-Purpose	07-15	2.85			2.85		2.85	
Tax Appeals	11-10	5,000.00			5,000.00			5,000.00
Multi-Purpose	11-17	840.00			840.00			840.00
Flood Mitigation Acquisition Report	12-01	63,546.35			63,546.35			63,546.35
Multi-Purpose	12-12	549,103.28		12,853.28	536,250.00	536,250.00		
Multi-Purpose	13-15	346,264.91			346,264.91	346,264.91		
Multi-Purpose	14-09	656,397.86		35,897.86	620,500.00	620,500.00		
Construction of Recreation Complex	15-05	5,700,000.00		75,000.00	5,625,000.00	5,625,000.00		
Multi-Purpose	15-12	1,251,065.07		58,963.07	1,192,102.00	1,192,102.00		
Multi-Purpose	16-08	677,500.00			677,500.00	677,500.00		
Multi-Purpose	17-17	1,116,729.00			1,116,729.00	1,116,729.00		
Renovations of Police Department	18-01				2,850,000.00	2,850,000.00		
Multi-Purpose	18-08				950,000.00	950,000.00		
		<u>\$ 10,407,650.32</u>	<u>\$ 3,800,000.00</u>	<u>\$ 182,714.21</u>	<u>\$ 14,024,936.11</u>	<u>\$ 13,914,345.91</u>	<u>\$ 41,203.85</u>	<u>\$ 69,386.35</u>
Reference		C	C-8	C-12	C	Below	C-4	C-8
					Ref.			
					C-12	\$ 14,036,881.00		
					C-4	122,535.09		
					Above	\$ 13,914,345.91		

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

C-8
Sheet #1

IMPROVEMENT AUTHORIZATIONS

	Ordinance Date	Amount	Balance Dec. 31, 2017		2018 Authorizations	Expended	Balance Dec. 31, 2018	
			Funded	Unfunded			Funded	Unfunded
General Improvements								
Multi-Purpose:								
h. Various Acquisitions and Improvements for the Recreation Department	06-13	\$ 16,400.00	\$ 462.15	\$	\$	\$ 462.15	\$	
Multi-Purpose:								
d. Various Acquisitions for the Parks Department	07-15	46,940.00	5,337.95			5,337.95		
e. Various Improvements for the Building and Grounds Department		50,000.00	3,231.18			3,231.18		
Multi-Purpose:								
f. Various Acquisitions for Fire Prevention	08-10	9,000.00	8,005.75			8,005.75		
g. Various Acquisitions of Equipment for the Police Department		105,000.00	7,039.05		7,039.05			
Tax Appeals								
	11-10	705,000.00		5,000.00				5,000.00
Reconstruction of Fleetwood Avenue, Sunset Road and Mill Street								
	11-12	525,000.00	107,014.88			107,014.88		
Multi-Purpose:								
a. Various Acquisitions of Equipment for the Finance Department	11-17	63,000.00	6,011.94	840.00		6,011.94		840.00
b. Various Acquisitions of Equipment for the Clerk's Office		8,000.00	100.00			100.00		
c. Various Acquisitions of Equipment for the Police Department		64,000.00	8,083.87		6,126.95	1,956.92		
d. Various Acquisitions of Equipment for Public Works		45,000.00	5,337.24			5,337.24		
Flood Mitigation Acquisition Project								
	12-01	1,040,375.00	178,931.74	63,546.35		178,931.74		63,546.35
Multi-Purpose:								
c. Various Acquisitions of Equipment for Public Works	12-12	264,000.00		6,295.33				6,295.33
e. Various Acquisitions of Equipment for the Police Department		118,000.00		1,523.67				1,523.67
Multi-Purpose:								
c. Acquisitions of Fence at Mill Street Water Tower and Belgian Blocks for Parking Lot for the Department of Public Works	13-15	14,000.00	12,987.83			12,987.83		
g. Acquisition of Football Blocking Sleds for the Recreation Department		12,000.00	3,110.42			3,110.42		
h. Various Acquisitions of Equipment for the Police Department		52,000.00	41,411.60			41,411.60		
Multi-Purpose:								
a. Various Acquisitions of Equipment for the Municipal Clerk's Office	14-09	13,000.00		52.14				52.14
b. Various Acquisitions and Improvements for the Police Department		120,000.00		7,804.67				7,804.67
c. Acquisitions of Fence at Mill Street Water Tower and Belgian Blocks for Parking Lot for the Department of Public Works		75,000.00	14,073.87		13,861.80			192.07
e. Various Road Improvements to Lehigh and Malt Drives, Resurfacing of Municipal Parking Lot and Remediation of Lead Contamination at Police Shooting Range		400,000.00	14,668.33					
g. Acquisition of a Bobcat Toolcat with Bucket		65,000.00		35,761.65				35,761.65
h. Various Acquisitions for Fleet Maintenance		29,000.00	13,422.21		4,855.00			8,567.21
Construction of Recreational Complex								
	15-05	6,000,000.00		76,314.06				76,314.06
Multi-Purpose:								
a. Various Acquisitions for the Municipal Clerk's Office	15-12	6,950.00	5,439.00					5,439.00
b. Various Acquisitions for the Finance Department		6,000.00	21.58					21.58
c. Various Acquisitions for the Tax Assessor		5,000.00	0.98					0.98
d. Various Acquisitions for the Fire Department		96,000.00	41,728.36		28,691.27			13,037.09
e. Various Acquisitions for the Recreation Department		33,500.00	7,576.87					7,576.87
f. Various Acquisitions for Buildings and Grounds		38,500.00	20,631.76					20,631.76
g. Various Acquisitions for Fleet Maintenance		58,500.00	6,469.84					6,469.84
i. Renovations and Additional Floor for the Police Department		570,000.00	535,113.87		292,725.19			242,388.68

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

CAPITAL IMPROVEMENT FUND

C-9

	<u>Ref.</u>		
Balance December 31, 2017	C		\$ 75,400.00
Increased by:			
Budget Appropriations	C-5		<u>200,000.00</u>
			<u>275,400.00</u>
Decreased by:			
Appropriated to Finance Improvement			
Authorizations:			
Ordinance Number:			
#18-01		\$150,000.00	
#18-08		<u>50,000.00</u>	
	C-8		<u>200,000.00</u>
Balance December 31, 2018	C		<u><u>\$ 75,400.00</u></u>

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

INTERFUNDS PAYABLE

C-10

	Ref.	Total	Current Fund	Federal and State Grant Fund	General Trust Fund	Water Capital Fund	Sewer Capital Fund	Swimming Pool Capital Fund
Balance December 31, 2017	C	\$ 525,439.72	\$	\$ 192,238.05	\$ 193,876.11	\$ 124,649.62	\$ 12,065.44	\$ 2,610.50
Increased by:								
Interest on Deposits		38,331.81	38,331.81					
Advances		1,130.00			1,130.00			
Premium on Sale of Notes Deposited to General Capital Fund in Error	C-2	16,640.34	38,331.81		1,130.00	10,428.10	5,632.74	579.50
Reserve for Contributions	C-11	56,102.15		4,251.48		10,428.10	5,632.74	579.50
Bond Anticipation Notes Redeemed by Current Fund	C-12	4,251.48						
		72,285.79	72,285.79					
		132,639.42	110,617.60	4,251.48	1,130.00	10,428.10	5,632.74	579.50
		658,079.14	110,617.60	196,489.53	195,006.11	135,077.72	17,698.18	3,190.00
Decreased by:								
Settlements	C-2	171,563.61		32,238.05		124,649.62	12,065.44	2,610.50
Transfer to Interfunds Receivable	C-5	305,623.71	110,617.60	32,238.05	195,006.11	124,649.62	12,065.44	2,610.50
		477,187.32	110,617.60	32,238.05	195,006.11	124,649.62	12,065.44	2,610.50
Balance December 31, 2018	C	\$ 180,891.82	\$	\$ 164,251.48	\$	\$ 10,428.10	\$ 5,632.74	\$ 579.50

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

RESERVE FOR CONTRIBUTIONS

C-11

	<u>Ref.</u>	
Balance December 31, 2017	C	\$ 674.78
Increased by:		
Developer's Contribution	C-2	<u>40,000.00</u>
		40,674.78
Decreased by:		
Transfer to Federal and State Grant Fund	C-10	<u>4,251.48</u>
Balance December 31, 2018	C	<u>\$ 36,423.30</u>
<u>Analysis of Balance</u>		
Skyline Auto Exchange		<u>\$ 36,423.30</u>

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

C-12

BOND ANTICIPATION NOTES

	Ordinance Number	Date of Original Issue	Date of Issue	Date of Maturity	Interest Rate	Balance Dec. 31, 2017	Increase	Decrease	Balance Dec. 31, 2018
General Improvements Various Capital Improvements	12-12	12-13-12	12-05-17	12-04-18	3.00 %	\$ 586,250.00	\$ 536,250.00	\$ 586,250.00	\$ 536,250.00
			12-04-18	12-03-19	3.50				
Multi-Purpose	13-15	12-12-13	12-05-17	12-04-18	3.00	503,800.00	468,800.00	503,800.00	468,800.00
			12-04-18	12-03-19	3.50				
Various Capital Improvements	14-09	12-11-14	12-05-17	12-04-18	3.00	656,500.00	620,500.00	656,500.00	620,500.00
			12-04-18	12-03-19	3.50				
Construction of Recreational Complex	15-05	06-19-15	06-15-17	06-14-18	2.25	5,700,000.00	5,625,000.00	5,700,000.00	5,625,000.00
			06-13-18	06-12-19	3.00				
Various Capital Improvements	15-12	12-09-15	12-05-17	12-04-18	3.00	1,251,102.00	1,192,102.00	1,251,102.00	1,192,102.00
			12-04-18	12-03-19	3.50				
Various Capital Improvements	16-08	12-07-16	12-05-17	12-04-18	3.00	677,500.00	677,500.00	677,500.00	677,500.00
			12-04-18	12-03-19	3.50				
Various Capital Improvements	17-17	12-05-17	12-05-17	12-04-18	3.00	1,116,729.00	1,116,729.00	1,116,729.00	1,116,729.00
			12-04-18	12-03-19	3.50				
Renovations to the Police Department Building and Related Improvements to the Municipal Building	18-01	06-13-18	06-13-18	06-12-19	3.00	2,850,000.00	2,850,000.00		2,850,000.00
			12-04-18	12-03-19	3.50				
Various Capital Improvements	18-08	12-04-18	12-04-18	12-03-19	3.50	950,000.00	950,000.00		950,000.00
						<u>\$ 14,036,881.00</u>	<u>\$ 10,491,881.00</u>	<u>\$ 14,036,881.00</u>	<u>\$ 14,036,881.00</u>
						Below	Below	C	C
						Ref.			
						Issued for Cash			
						Paid by Budget Appropriation	\$ 3,800,000.00	\$	
						Paid from Cash on Hand		182,714.21	
						Contra Renewals		72,285.79	
								10,236,881.00	
									1,116,729.00
									<u>\$ 10,491,881.00</u>
									<u>\$ 10,491,881.00</u>
									Above

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

SERIAL BONDS

C-13

Purpose	Original Issue		Maturities of Bonds Outstanding Dec. 31, 2018		Interest Rate	%	Balance Dec. 31, 2017	Paid	Balance Dec. 31, 2018
	Date	Amount	Date	Amount					
General Improvements	08-15-13	\$ 5,316,000.00	8-15-19	\$ 385,000.00	2.00				
			8-15-20	385,000.00	2.50				
			8-15-21	385,000.00	3.00				
			8-15-22	385,000.00	3.00				
			8-15-23	385,000.00	3.00				
			8-15-24	385,000.00	3.00				
			8-15-25	410,000.00	3.50				
			8-15-26	410,000.00	4.00				
		8-15-27	410,000.00	4.00					
		8-15-28	326,000.00	4.00					
							\$ 4,251,000.00	\$ 385,000.00	\$ 3,866,000.00

Reference

C

C-6

C

TOWNSHIP OF FAIRFIELD
GENERAL CAPITAL FUND

C-14

BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

<u>Improvement Description</u>	<u>Ordinance Number</u>	<u>Balance Dec. 31, 2017</u>	<u>2018 Authorizations</u>	<u>Bond Anticipation Notes Issued</u>	<u>Balance Dec. 31, 2018</u>
<u>General Improvements</u>					
Renovation and Expansion of the Municipal Library	02-18	\$ 41,201.00	\$	\$	\$ 41,201.00
Multi-Purpose	07-15	2.85			2.85
Tax Appeals	11-10	5,000.00			5,000.00
Multi-Purpose	11-17	840.00			840.00
Flood Mitigation Acquisition Project	12-01	63,546.35			63,546.35
Renovations to the Police Department Building and Related Improvements to the Municipal Building	18-01		2,850,000.00	2,850,000.00	
Multi-Purpose	18-08		950,000.00	950,000.00	
		<u>\$ 110,590.20</u>	<u>\$ 3,800,000.00</u>	<u>\$ 3,800,000.00</u>	<u>\$ 110,590.20</u>

Reference

C

C-8

C-12

C

TOWNSHIP OF FAIRFIELD
WATER UTILITY

CASH RECEIPTS, DISBURSEMENTS AND RECONCILIATIONS
TREASURER

D-5

	<u>Ref.</u>	<u>Operating Fund</u>		<u>Capital Fund</u>
Balance December 31, 2017	D	\$ 2,180,237.33		\$ 124,268.29
Increased by Receipts:				
Interest on Investments and Deposits	D-3	\$ 39,422.55		\$
Collector	D-6	2,290,926.96		
Interfunds Receivable	D-9	126.00		210,139.08
Interfunds Payable	D-19	<u> </u>		<u>2,266.29</u>
		<u>2,330,475.51</u>		<u>212,405.37</u>
		4,510,712.84		336,673.66
Decreased by Disbursements:				
Budget Appropriations	D-4	1,825,917.87		
Interfunds Receivable	D-9	824.49		
Appropriation Reserves	D-14	255,623.08		
Accrued Interest on Notes	D-16	30,148.52		
Water Rent Overpayments	D-17	9,891.08		
Improvement Authorizations	D-18			79,645.40
Interfunds Payable	D-19	<u>340,747.02</u>		
		<u>2,463,152.06</u>		<u>79,645.40</u>
Balance December 31, 2018	D	<u>\$ 2,047,560.78</u>		<u>\$ 257,028.26</u>
<u>Bank Reconciliation December 31, 2018</u>				
Balance per Statements:				
TD Bank, Fairfield, New Jersey:				
Account #3453103661		\$ 3,288,403.44		\$
Account #3453103688		<u> </u>		<u>273,903.26</u>
		3,288,403.44		273,903.26
Plus: Transfer-in-Transit				
Due from Bank		47,368.54		
		201.25		
		<u>3,335,973.23</u>		<u>273,903.26</u>
Less: Outstanding Checks (Per List on File)				
Transfer-in-Transit		19,020.91		16,875.00
Due to Bank		1,269,384.34		
		7.20		
		<u>1,288,412.45</u>		<u>16,875.00</u>
		<u>\$ 2,047,560.78</u>		<u>\$ 257,028.26</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

CASH RECEIPTS AND DISBURSEMENTS
WATER COLLECTOR

D-6

	<u>Ref.</u>	
Increased by:		
Miscellaneous Revenue	D-3	\$ 57,339.51
Consumer Accounts Receivable	D-3	2,211,698.18
Water Rent Overpayments	D-17	<u>21,889.27</u>
		<u>2,290,926.96</u>
Decreased by:		
Turnovers to Treasurer	D-5	<u>2,290,926.96</u>
		<u>\$ -</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

CASH - MONEY MARKET ACCOUNT

D-7

	<u>Ref.</u>	<u>Operating Fund</u>	<u>Capital Fund</u>
Balance December 31, 2017	D	\$ 149,866.98	\$ 92,144.23
Increased by:			
Accrued Interest	D-3	<u>1,110.23</u>	<u> </u>
Balance December 31, 2018	D	<u>\$ 150,977.21</u>	<u>\$ 92,144.23</u>
 <u>Bank Reconciliation December 31, 2018</u>			
Balance per Statements:			
Columbia Bank,			
Fairfield, New Jersey:			
Account #024803407			
		<u>\$ 150,977.21</u>	<u>\$ 92,144.23</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

D-8

ANALYSIS OF WATER UTILITY CAPITAL CASH AND INVESTMENTS

<u>Ordinance Number</u>	<u>Balance Dec. 31, 2017</u>	<u>Receipts</u>		<u>Disbursements</u>	<u>Transfers</u>		<u>Balance Dec. 31, 2018</u>
		<u>Interfunds Receivable</u>	<u>Other</u>	<u>Improvement Authorizations</u>	<u>From</u>	<u>To</u>	
General Accounts							
Fund Balance	\$ 323,061.42	\$	\$	\$	\$	\$	\$ 333,489.52
Due from General Capital Fund	(124,649.62)	124,649.62					(10,428.10)
Due to Water Utility Operating Fund	(85,489.46)	85,489.46	2,266.29				2,266.29
General Improvement Authorizations				79,645.40			
Acquisition of Equipment for the Water System	350.00						350.00
Acquisition of Equipment for the Water System	10,991.45						10,991.45
Various Capital Improvements for the Water Utility System	92,148.73						12,503.33
	<u>\$ 216,412.52</u>	<u>\$ 210,139.08</u>	<u>\$ 2,266.29</u>	<u>\$ 79,645.40</u>	<u>\$ 10,428.10</u>	<u>\$ 10,428.10</u>	<u>\$ 349,172.49</u>
<u>Reference</u>	<u>D</u>	<u>D-9</u>	<u>D-19</u>	<u>D-18</u>	<u>Contra</u>	<u>Contra</u>	<u>D</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

D-9

INTERFUNDS RECEIVABLE

Ref.	Water Operating Fund			Water Capital Fund		
	Total	Current Fund	Water Capital Fund	Total	General Capital Fund	Water Operating Fund
D	\$ 126.00	\$ -	\$ -	\$ 210,139.08	\$ 124,649.62	\$ 85,489.46
D-2						
D-3	2,266.29		2,266.29	10,428.10		
D-3,10	5,588.70	5,588.70				
D-3	1,231.74	1,231.74				
D-3,11	20.21	20.21				
D-5	824.49	824.49				
	<u>10,057.43</u>	<u>7,665.14</u>	<u>2,266.29</u>	<u>220,567.18</u>	<u>135,077.72</u>	<u>85,489.46</u>
D-5	126.00			210,139.08	124,649.62	85,489.46
D-19	7,665.14	7,665.14		210,139.08	124,649.62	85,489.46
	<u>7,791.14</u>	<u>7,665.14</u>		<u>210,139.08</u>	<u>124,649.62</u>	<u>85,489.46</u>
D	\$ 2,266.29	\$ -	\$ 2,266.29	\$ 10,428.10	\$ 10,428.10	\$ -

Balance December 31, 2017

Increased by:

- Premium on Sale of Notes
- Interest on Deposits
- Water Utility Fund Revenue Deposited in Current Fund in Error
- Water Utility Fund Interest and Cost on Water Liens Deposited in Current Fund in Error
- Water Liens Receivable Deposited in Current Fund in Error
- Lien Redemption Deposited in Current Fund in Error

Decreased by:

- Settlement
- Transfer to Interfunds Payable

Balance December 31, 2018

TOWNSHIP OF FAIRFIELD
WATER UTILITY

CONSUMER ACCOUNTS RECEIVABLE

D-10

	<u>Ref.</u>		
Balance December 31, 2017	D		\$ 82,051.82
Increased by:			
Water Rent Billings	Reserve		<u>2,223,163.03</u>
			2,305,214.85
Decreased by:			
Collections	D-6	\$2,211,698.18	
Interfunds Receivable	D-9	5,588.70	
Transfers to Water Liens	D-11	239.00	
Overpayments Applied	D-17	<u>14,483.35</u>	
			<u>2,232,009.23</u>
Balance December 31, 2018	D		<u>\$ 73,205.62</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

WATER UTILITY LIENS RECEIVABLE

D-11

	<u>Ref.</u>	
Balance December 31, 2017	D	\$ 20.21
Increased by:		
Transfers from Consumer Accounts Receivable	D-10	<u>239.00</u> 259.21
Decreased by:		
Interfunds Receivable	D-9	<u>20.21</u>
Balance December 31, 2018	D	<u>\$ 239.00</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

FIXED CAPITAL

D-12

	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Pumping Stations and Structures	\$ 913,838.98	\$ 913,838.98
Wells and Appurtenances	558,314.29	558,314.29
Distribution Mains, Hydrants and Accessories	1,648,506.68	1,648,506.68
Meters	797,653.70	797,653.70
Engineering Services	80,764.67	80,764.67
Underground Storage Tanks	727,120.10	727,120.10
General Equipment	532,014.20	532,014.20
General Improvements to Water System	1,323,977.36	1,323,977.36
Refunding Bond Issuance Costs	<u>32,000.00</u>	<u>32,000.00</u>
	<u>\$6,614,189.98</u>	<u>\$6,614,189.98</u>
<u>Reference</u>	<u>D</u>	<u>D</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

FIXED CAPITAL AUTHORIZED AND UNCOMPLETED

D-13

	<u>Number</u>	<u>Ordinance Date</u>	<u>Amount</u>	<u>Balance Dec. 31, 2017</u>	<u>Balance Dec. 31, 2018</u>
Acquisition of Equipment for the Water System	08-16	12-29-08	\$ 33,000.00	\$ 32,388.23	\$ 32,388.23
Acquisition of Equipment for the Water System	12-11	8-13-12	195,000.00	195,000.00	195,000.00
Various Capital Improvements for the Water Utility System	15-10	8-18-15	230,000.00	230,000.00	230,000.00
				\$ 457,388.23	\$ 457,388.23

Reference

D

D

TOWNSHIP OF FAIRFIELD
WATER UTILITY

APPROPRIATION RESERVES

D-14

	<u>Balance</u> <u>Dec. 31, 2017</u>		<u>Balance</u> <u>After</u> <u>Transfers</u>	<u>Expended</u>	<u>Balance</u> <u>Lapsed</u>
	<u>Encumbered</u>	<u>Unencumbered</u>			
<u>Operating</u>					
Salaries and Wages	\$	\$ 48,197.15	\$	\$	\$
Other Expenses	126,697.09	732,594.36	915,709.89	255,623.08	660,086.81
<u>Statutory Expenditures</u>					
Contribution to:					
Social Security System (OASI)		3,221.29			
Unemployment Compensation Insurance		5,000.00			
	<u>\$ 126,697.09</u>	<u>\$ 789,012.80</u>	<u>\$ 915,709.89</u>	<u>\$ 255,623.08</u>	<u>\$ 660,086.81</u>
<u>Reference</u>	<u>D</u>	<u>D</u>		<u>D-5</u>	<u>D-1</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

ACCRUED INTEREST ON BONDS

D-15

	<u>Ref.</u>	
Balance December 31, 2017	D	\$ 8,346.75
Increased by:		
Budget Appropriations	D-4	<u>21,958.00</u>
		30,304.75
Decreased by:		
Payments	D-19	<u>22,258.00</u>
Balance December 31, 2018	D	<u>\$ 8,046.75</u>

Analysis of Balance

<u>Principal Outstanding Dec. 31, 2018</u>	<u>Interest Rate</u>	<u>From</u>	<u>To</u>	<u>Period</u>	<u>Amount</u>
<u>Serial Bonds</u>					
\$ 598,000.00	Various	8-15-18	12-31-18	4 1/2 Months	<u>\$ 8,046.75</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

ACCRUED INTEREST ON NOTES

D-16

	<u>Ref.</u>	
Balance December 31, 2017	D	\$ 2,183.46
Increased by:		
Budget Appropriations	D-4	30,326.90
		<u>32,510.36</u>
Decreased by:		
Payments	D-5	30,148.52
		<u>30,148.52</u>
Balance December 31, 2018	D	<u>\$ 2,361.84</u>

Analysis of Balance

Note Outstanding <u>Dec. 31, 2018</u>	Interest <u>Rate</u>	<u>Accrued</u>		<u>Period</u>	<u>Amount</u>
		<u>From</u>	<u>To</u>		
\$110,250.00	3.50%	12/4/2018	12/31/2018	27 Days	\$ 289.41
599,000.00	3.50	12/4/2018	12/31/2018	27 Days	1,572.38
190,500.00	3.50	12/4/2018	12/31/2018	27 Days	500.06
					<u>\$ 2,361.85</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

WATER RENT OVERPAYMENTS

D-17

	<u>Ref.</u>		
Balance December 31, 2017	D		\$14,483.35
Increased by:			
Collections	D-6		<u>21,889.27</u>
			36,372.62
Decreased by:			
Refunds	D-5	\$ 9,891.08	
Overpayments Applied	D-10	<u>14,483.35</u>	
			<u>24,374.43</u>
Balance December 31, 2018	D		<u>\$ 11,998.19</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

IMPROVEMENT AUTHORIZATIONS

D-18

	<u>Number</u>	<u>Ordinance</u> <u>Date</u>	<u>Amount</u>	<u>Balance</u> <u>Dec. 31, 2017</u>		<u>Paid</u> <u>or</u> <u>Charged</u>	<u>Balance</u> <u>Dec. 31, 2018</u>	
				<u>Funded</u>	<u>Unfunded</u>		<u>Funded</u>	<u>Unfunded</u>
<u>General Improvements</u>								
Acquisition of Equipment for the Water System	08-17	12-29-08	\$ 33,000.00	\$350.00	\$	\$	\$ 350.00	\$
Acquisition of Equipment for the Water System	12-11	8-13-12	195,000.00		20,741.45			20,741.45
Various Capital Improvements for the Water Utility System	15-10	8-18-15	230,000.00		92,148.73	79,645.40		12,503.33
				<u>\$350.00</u>	<u>\$ 112,890.18</u>	<u>\$ 79,645.40</u>	<u>\$ 350.00</u>	<u>\$ 33,244.78</u>
		<u>Reference</u>		<u>D</u>	<u>D</u>	<u>D-5</u>	<u>D</u>	<u>D</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

D-19

INTERFUNDS PAYABLE

	<u>Ref.</u>	<u>Total</u>	<u>Water Operating Fund</u>			<u>Water Capital Fund</u>	<u>Water Operating Fund</u>
			<u>Current Fund</u>	<u>Water Capital Fund</u>	<u>Sewer Operating Fund</u>		
Balance December 31, 2017	D	\$ 295,775.22	\$ 73,342.83	\$ 85,489.46	\$ 136,942.93	\$	
Increased by:							
Water Operating Pension Payment Paid by Current Fund	D-4	43,500.00	43,500.00			2,266.29	
Interest on Deposits	D-5	43,500.00	43,500.00			2,266.29	
Water Operating Debt Service Paid by Current Fund:							
Accrued Interest on Bonds	D-15	22,258.00	22,258.00				
		65,758.00	65,758.00			2,266.29	
		361,533.22	139,100.83	85,489.46	136,942.93	2,266.29	
Decreased by:							
Settlement	D-5	340,747.02	118,314.63	85,489.46	136,942.93		
Transfer from Interfunds Receivable	D-9	7,665.14	7,665.14				
		348,412.16	125,979.77	85,489.46	136,942.93		
Balance December 31, 2018	D	\$ 13,121.06	\$ 13,121.06	\$ -	\$ -	\$ 2,266.29	

TOWNSHIP OF FAIRFIELD
WATER UTILITY

RESERVE FOR AMORTIZATION

D-20

	<u>Ref.</u>		
Balance December 31, 2017	D		\$ 5,358,189.98
Increased by:			
Transfer from Deferred Reserve for Amortization	D-21	\$ 50,000.00	
Serial Bonds Paid from Operating Budget	D-23	<u>40,000.00</u>	
			<u>90,000.00</u>
Balance December 31, 2018	D		<u>\$ 5,448,189.98</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

DEFERRED RESERVE FOR AMORTIZATION

D-21

	<u>Ordinance Number</u>	<u>Date</u>	<u>Balance Dec. 31, 2017</u>	<u>Notes Paid from Operating Budget</u>	<u>To Reserve for Amortization Fixed Capital</u>	<u>Balance Dec. 31, 2018</u>
Acquisition of Equipment for the Water System	08-17	12-29-08	\$ 1,388.23	\$	\$	\$ 1,388.23
Acquisition of Various Items of Equipment for the Water System	12-11	8-13-12	45,000.00	30,000.00		75,000.00
Renovations to Water Tank for the Water Utility System	14-12	12-11-14		50,000.00	50,000.00	
Various Capital Improvements for the Water Utility System	15-10	8-18-15	<u>11,500.00</u>	<u>28,000.00</u>		<u>39,500.00</u>
			<u>\$ 57,888.23</u>	<u>\$ 108,000.00</u>	<u>\$ 50,000.00</u>	<u>\$ 115,888.23</u>
		<u>Reference</u>	<u>D</u>	<u>D-22</u>	<u>D-20</u>	<u>D</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

D-22

BOND ANTICIPATION NOTES

	<u>Ordinance Number</u>	<u>Date of Original Issue</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rate</u>	<u>Balance Dec. 31, 2017</u>	<u>Increase</u>	<u>Decrease</u>	<u>Balance Dec. 31, 2018</u>
Acquisition of Various Items of Equipment for the Water System	12-11	12-13-12	12-05-17	12-04-18	3.00 %	\$ 140,250.00	\$ 140,250.00		\$ 110,250.00
			12-04-18	12-03-19	3.50				
Renovations to Water Tank for the Water Utility System	14-12	12-11-14	12-05-17	12-04-18	3.00	624,000.00	624,000.00		599,000.00
			12-04-18	12-03-19	3.50				
Renovations to Water Tank for the Water Utility System	14-12	12-11-14	12-05-17	12-04-18	3.00	25,000.00		25,000.00	
Various Capital Improvements for the Water Utility System	15-10	12-09-15	12-05-17	12-04-18	3.00	218,500.00	218,500.00		190,500.00
			12-04-18	12-03-19	3.50				
						<u>\$ 1,007,750.00</u>	<u>\$ 1,007,750.00</u>	<u>Below</u>	<u>\$ 899,750.00</u>
						<u>D</u>	<u>Below</u>	<u>D</u>	
						<u>Ref.</u>			
						<u>Budget Appropriations</u>	<u>\$ 108,000.00</u>		
						<u>Renewals</u>	<u>899,750.00</u>		
						<u>Above</u>	<u>\$ 899,750.00</u>		<u>\$ 1,007,750.00</u>

TOWNSHIP OF FAIRFIELD
WATER UTILITY

SERIAL BONDS

D-23

<u>Purpose</u>	<u>Original Issue</u>		<u>Maturities of Bonds Outstanding Dec. 31, 2018</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2017</u>	<u>Decrease</u>	<u>Balance Dec. 31, 2018</u>
	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>				
Water Improvement Bonds	8-20-13	\$ 758,000.00	8-15-19	\$ 40,000.00	2.000 %			
			8-15-20	40,000.00	2.500			
			8-15-21/24	40,000.00	3.000			
			8-15-25	40,000.00	3.500			
			8-15-26/28	40,000.00	4.000			
			8-15-29	40,000.00	4.125			
			8-15-30	40,000.00	4.250			
			8-15-31	40,000.00	4.400			
			8-15-32	40,000.00	4.500			
		8-15-33	38,000.00	4.600				
						<u>\$ 638,000.00</u>	<u>\$ 40,000.00</u>	<u>\$ 598,000.00</u>

Reference

D

D-20

D

TOWNSHIP OF FAIRFIELD
WATER UTILITY

BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

D-24

<u>Improvements</u>	<u>Ordinance Number</u>	<u>Balance Dec. 31, 2017</u>	<u>Balance Dec. 31, 2018</u>
Acquisition of Equipment for the Water System	12-11	<u>\$ 9,750.00</u>	<u>\$ 9,750.00</u>
	<u>Reference</u>	<u>D</u>	<u>D</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

CASH RECEIPTS, DISBURSEMENTS AND RECONCILIATIONS
TREASURER

E-6
Sheet #1

	<u>Ref.</u>	<u>Operating Fund</u>	<u>Assessment Trust Fund</u>	<u>Capital Fund</u>
Balance December 31, 2017	E	\$3,553,153.86	\$63,515.93	\$217,429.99
Increased by Receipts:				
Interest on Investments and				
Deposits	E-4	\$ 22,997.49	\$	
Collector	E-7	4,960,934.32		
Interfunds Receivable	E-15	152,711.93		50,512.50
Interfunds Payable	E-24		223.95	2,419.10
Contra Items:				
Petty Cash	Contra	200.00		
		<u>5,136,843.74</u>	<u>223.95</u>	<u>52,931.60</u>
		8,689,997.60	63,739.88	270,361.59
Decreased by Disbursements:				
Budget Appropriations	E-5	4,794,515.55		
Appropriation Reserves	E-18	18,727.30		
Accrued Interest on Notes	E-20	17,351.67		
Sewer User Overpayments	E-21	1,470.00		
Interfunds Payable	E-24	204,693.89	15,000.00	
Contra Items:				
Treasurer	Contra	200.00		
		<u>5,036,958.41</u>	<u>15,000.00</u>	
Balance December 31, 2018	E	<u>\$3,653,039.19</u>	<u>\$48,739.88</u>	<u>\$270,361.59</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

CASH RECEIPTS, DISBURSEMENTS AND RECONCILIATIONS
TREASURER

E-6
Sheet #2

	<u>Operating Fund</u>	<u>Assessment Trust Fund</u>	<u>Capital Fund</u>
<u>Bank Reconciliation December 31, 2018</u>			
Balance per Statements:			
BCB Community Bank:			
Account #2822900037	\$ 1,540,071.81	\$	\$
TD Bank, Fairfield, New Jersey:			
Account #3453103696	897,280.85		
Account #3453103718			270,361.59
Account #3453103726		10,799.18	
PNC Bank, Fairfield, New Jersey:			
Account #80-4236-5987		<u>37,940.70</u>	
	<u>2,437,352.66</u>	<u>48,739.88</u>	<u>270,361.59</u>
Plus: Transfer-in-Transit	<u>1,267,598.52</u>		
	<u>3,704,951.18</u>	<u>48,739.88</u>	<u>270,361.59</u>
Less: Outstanding Checks (Per List on File)	49,780.34		
Transfer-in-Transit	2,131.65		
	<u>51,911.99</u>		
	<u>\$3,653,039.19</u>	<u>\$48,739.88</u>	<u>\$270,361.59</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

CASH RECEIPTS AND DISBURSEMENTS
SEWER COLLECTOR

E-7

Operating
Fund

	<u>Ref.</u>	<u>Operating</u> <u>Fund</u>
Increased by:		
Sewer Rents Receivable	E-4	\$4,852,200.55
Miscellaneous Revenue	E-4	75,865.23
Sewer User Overpayments	E-21	<u>32,868.54</u>
		<u>4,960,934.32</u>
Decreased by:		
Turnovers to Treasurer	E-6	<u>4,960,934.32</u>
		<u>\$ -</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

CASH - MONEY MARKET

E-8

	<u>Ref.</u>	<u>Operating Fund</u>	<u>Capital Fund</u>
Balance December 31, 2017	E	\$1,220.55	\$5,213.61
Increased by:			
Accrued Interest	E-4	<u>29.52</u>	<u> </u>
Balance December 31, 2018	E	<u>\$1,250.07</u>	<u>\$5,213.61</u>
 <u>Bank Reconciliation December 31, 2018</u>			
Balance per Statement:			
Columbia Bank,			
Fairfield, New Jersey:			
Account #024804507		<u>\$1,250.07</u>	<u>\$5,213.61</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

ANALYSIS OF SEWER UTILITY ASSESSMENT TRUST CASH

E-9

	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Due from Current Fund	\$(13,698.00)	\$	\$	\$(13,698.00)
Due to Assessment Trust Fund	9,698.94			9,698.94
Due to Sewer Operating Fund	15,392.53	223.95	15,000.00	616.48
Fund Balance	<u>52,122.46</u>	<u> </u>	<u> </u>	<u>52,122.46</u>
	<u>\$ 63,515.93</u>	<u>\$ 223.95</u>	<u>\$15,000.00</u>	<u>\$ 48,739.88</u>
<u>Reference</u>	<u>E</u>	<u>E-24</u>	<u>E-24</u>	<u>E</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

E-10

ANALYSIS OF SEWER UTILITY CAPITAL CASH AND INVESTMENTS

<u>Ordinance</u> <u>Number</u>	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Receipts</u> <u>Other</u>	<u>Transfers</u>		<u>Balance</u> <u>Dec. 31, 2018</u>
			<u>From</u>	<u>To</u>	
<u>General Accounts</u>					
Fund Balance	\$ 38,141.94	\$			\$ 43,774.68
Interfund General Capital Fund	(12,065.44)	12,065.44			(5,632.74)
Interfund Sewer Utility Operating Fund	(38,447.06)	40,866.16	5,632.74		2,419.10
Capital Improvement Fund	38,530.00			\$5,632.74	38,530.00
<u>General Improvement Authorizations</u>					
Various Improvements to the Sewer Utility System	(19,194.40)				(19,194.40)
Various Improvements to the Sewer Utility System	(2,149.94)				(2,149.94)
Various Improvements to the Sewer Utility System	(20,831.00)				(20,831.00)
Acquisition of Various Items of Equipment	238,659.50				238,659.50
	<u>\$222,643.60</u>	<u>\$52,931.60</u>	<u>\$5,632.74</u>	<u>\$5,632.74</u>	<u>\$275,575.20</u>
<u>Reference</u>	<u>E</u>	<u>Below</u>	<u>Contra</u>	<u>Contra</u>	<u>E</u>
<u>Ref.</u>					
Interfunds Receivable		\$50,512.50			
Interfunds Payable		2,419.10			
	Above	<u>\$52,931.60</u>			

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

SEWER RENTS RECEIVABLE

E-11

	<u>Ref.</u>		
Balance December 31, 2017	E		\$ 119,261.34
Increased by:			
Sewer Rent Billings	Reserve		<u>4,890,854.46</u>
			5,010,115.80
Decreased by:			
Collections	E-7	\$ 4,852,200.55	
Transfer to Sewer Liens	E-12	722.65	
Interfunds Receivable	E-15	9,303.62	
Overpayments Applied	E-21	<u>31,780.69</u>	
			<u>4,894,007.51</u>
Balance December 31, 2018	E		<u>\$ 116,108.29</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

SEWER LIENS RECEIVABLE

E-12

	<u>Ref.</u>		
Balance December 31, 2017	E		\$ 779.02
Increased by:			
Transfers from Sewer Rents Receivable	E-11	\$722.65	
Interest and Costs on Tax Sale of December 4, 2018	Reserve	<u>17.99</u>	
			<u>740.64</u>
			<u>1,519.66</u>
Decreased by:			
Interfunds Receivable	E-15		<u>779.02</u>
Balance December 31, 2018	E		<u>\$ 740.64</u>

ASSESSMENT LIENS

E-13

	<u>Ref.</u>		
Balance December 31, 2017	E		<u>\$2,580.60</u>
Balance December 31, 2018	E		<u>\$2,580.60</u>

ASSESSMENT LIEN INTEREST AND COSTS

E-14

	<u>Ref.</u>		
Balance December 31, 2017	E		<u>\$ 428.13</u>
Balance December 31, 2018	E		<u>\$ 428.13</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

E-15

INTERFUNDS RECEIVABLE

Ref.	Total	Sewer Operating Fund				Sewer Assessment Fund Current Fund	Sewer Capital Fund	
		Water Operating Fund	Sewer Assessment Fund	Sewer Capital Fund	Swimming Pool Operating Fund		General Capital Fund	Sewer Operating Fund
E	\$ 153,104.46	\$ 136,942.93	\$ 15,392.53	\$ -	\$ 769.00	\$ 13,698.00	\$ 12,065.44	\$ 38,447.06
E-3								
E-4	2,643.05		223.95	2,419.10			5,632.74	
E-4,11	9,303.62		9,303.62					
E-4	47.13		47.13					
E-4,12	779.02		779.02					
	<u>165,877.28</u>	<u>136,942.93</u>	<u>15,616.48</u>	<u>2,419.10</u>	<u>769.00</u>	<u>13,698.00</u>	<u>17,698.18</u>	<u>38,447.06</u>
E-6	152,711.93		15,000.00					
E-24	10,129.77		10,129.77					
	<u>162,841.70</u>	<u>136,942.93</u>	<u>15,000.00</u>	<u>2,419.10</u>	<u>769.00</u>	<u>13,698.00</u>	<u>12,065.44</u>	<u>38,447.06</u>
E	\$ 3,035.58	\$ -	\$ 616.48	\$ 2,419.10	\$ -	\$ 13,698.00	\$ 5,632.74	\$ -

Balance December 31, 2017

Increased by:

- Premium on Sale of Notes
- Interest on Deposits
- Sewer Utility Fund Revenue Deposited in Current Fund in Error
- Sewer Utility Fund Interest and Cost on Sewer Liens Deposited in Current Fund in Error
- Sewer Liens Receivable Deposited in Current Fund in Error

Decreased by:

- Settlements
- Transfer To/From Interfunds Payable

Balance December 31, 2018

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

FIXED CAPITAL

E-16

	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Sewer Treatment Plant	\$20,391,456.44	\$20,391,456.44
Land Acquisition	29,095.00	29,095.00
Sanitary Sewer Lines and Appurtenances	719,416.86	719,416.86
Legal and Professional Fees	8,894.07	8,894.07
Engineering Services	66,902.60	66,902.60
Underground Storage Tanks	79,759.79	79,759.79
General Equipment	130,458.68	130,458.68
General Improvements to Sewer System	1,141,384.70	1,141,384.70
Refunding Bond Issuance Costs	22,000.00	22,000.00
Acquisition of Various Items of Equipment	<u>250,000.00</u>	<u>250,000.00</u>
	<u>\$22,839,368.14</u>	<u>\$22,839,368.14</u>
<u>Reference</u>	<u>E</u>	<u>E</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

FIXED CAPITAL AUTHORIZED AND UNCOMPLETED

E-17

	<u>Ordinance</u>	<u>Amount</u>	<u>Balance</u>	<u>Balance</u>
	<u>Number</u>	<u>Date</u>	<u>Dec. 31, 2017</u>	<u>Dec. 31, 2018</u>
Various Improvements to the Sewer System	04-10	7-26-04	\$ 26,000.00	\$ 26,000.00
Various Improvements to the Sewer System	06-05	2-13-06	35,000.00	35,000.00
Various Improvements to the Sewer System	08-18	12-29-08	90,000.00	90,000.00
Acquisition of Various Items of Equipment for the Sewer System	15-11	8-18-15	380,000.00	380,000.00
			\$531,000.00	\$531,000.00
		<u>Reference</u>	<u>E</u>	<u>E</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

APPROPRIATION RESERVES

E-18

	Balance Dec. 31, 2017		Balance After Transfers	Expended	Balance Lapsed
	Encumbered	Unencumbered			
Operating:					
Salaries and Wages	\$	\$ 48,762.28	\$	\$	\$
Other Expenses	4,781.80	649,820.14	706,543.33	18,727.30	687,816.03
Regional Sewerage Authority Share of Costs		118,641.00	118,641.00		118,641.00
Statutory Expenditures:					
Contribution to:					
Social Security System		3,179.11			
	<u>\$ 4,781.80</u>	<u>\$ 820,402.53</u>	<u>\$825,184.33</u>	<u>\$18,727.30</u>	<u>\$806,457.03</u>
<u>Reference</u>	<u>E</u>	<u>E</u>		<u>E-6</u>	<u>E-1</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

ACCRUED INTEREST ON BONDS

E-19

	<u>Ref.</u>	
Balance December 31, 2017	E	\$ 3,474.51
Increased by:		
Budget Appropriations	E-5	5,207.03
		<u>8,681.54</u>
Decreased by:		
Interfunds Payable	E-24	6,455.76
		<u>6,455.76</u>
Balance December 31, 2018	E	<u>\$ 2,225.78</u>

ACCRUED INTEREST ON NOTES

E-20

	<u>Ref.</u>	
Balance December 31, 2017	E	\$ 1,207.16
Increased by:		
Budget Appropriations	E-5	17,420.26
		<u>18,627.42</u>
Decreased by:		
Disbursements	E-6	17,351.67
		<u>17,351.67</u>
Balance December 31, 2018	E	<u>\$ 1,275.75</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

SEWER USER OVERPAYMENTS

E-21

	<u>Ref.</u>		
Balance December 31, 2017	E		\$ 31,780.69
Increased by:			
Collections	E-7		<u>32,868.54</u>
			64,649.23
Decreased by:			
Refunds	E-6	\$ 1,470.00	
Overpayments Applied	E-11	<u>31,780.69</u>	
			<u>33,250.69</u>
Balance December 31, 2018	E		<u>\$ 31,398.54</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

IMPROVEMENT AUTHORIZATIONS

E-22

	<u>Number</u>	<u>Ordinance Date</u>	<u>Amount</u>	<u>Balance Dec. 31, 2017 Unfunded</u>	<u>Balance Dec. 31, 2018 Unfunded</u>
<u>General Improvements</u>					
Various Improvements to the Sewer System	04-10	7-26-04	\$ 26,000.00	\$ 805.60	\$ 805.60
Various Improvements to the Sewer System	06-05	2-13-06	35,000.00	27,850.06	27,850.06
Various Improvements to the Sewer System	08-18	12-29-08	90,000.00	64,669.00	64,669.00
Acquisition of Various Items of Equipment to the Sewer System	15-11	8-18-15	380,000.00	238,659.50	238,659.50
				<u>\$ 331,984.16</u>	<u>\$ 331,984.16</u>
			<u>Reference</u>	<u>E</u>	<u>E</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

CAPITAL IMPROVEMENT FUND

E-23

	<u>Ref.</u>	
Balance December 31, 2017	E	<u>\$38,530.00</u>
Balance December 31, 2018	E	<u>\$38,530.00</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

INTERFUNDS PAYABLE

E-24

Ref.	Sewer Operating Fund		Sewer Capital Fund	Sewer Assessment Fund		Sewer Operating Fund	Sewer Capital Fund
	Total	Current Fund		Total	Sewer Operating Fund		
E	\$157,072.26	\$118,625.20	\$38,447.06	\$25,091.47	\$15,392.53	\$9,698.94	\$
E-6							
E-5	75,000.00	75,000.00		223.95	223.95		2,419.10
E-5	43,500.00	43,500.00					
E-19	6,455.76	6,455.76					
	<u>282,028.02</u>	<u>243,580.96</u>	<u>38,447.06</u>	<u>25,315.42</u>	<u>15,616.48</u>	<u>9,698.94</u>	<u>2,419.10</u>
E-6	204,693.89	166,246.83	38,447.06	15,000.00	15,000.00		
E-15	10,129.77	10,129.77					
	<u>214,823.66</u>	<u>176,376.60</u>	<u>38,447.06</u>	<u>15,000.00</u>	<u>15,000.00</u>		
E	\$67,204.36	\$67,204.36	\$	\$10,315.42	\$616.48	\$9,698.94	\$2,419.10

Balance December 31, 2017

Increased by:

- Interest on Deposits
- Bond Principal Paid by Current Fund in Error
- Sewer Operating Fund Pension Payment Paid by Current Fund
- Sewer Operating Fund Debt Service Paid by Current Fund:
- Accrued Interest on Bonds

Decreased by:

- Settlements
- Transfer To/From Interfunds Receivable

Balance December 31, 2018

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

RESERVE FOR ASSESSMENTS AND LIENS

E-25

<u>Improvement Description</u>	<u>Ordinance Number</u>	<u>Balance Dec. 31, 2017</u>	<u>Balance Dec. 31, 2018</u>
Assessment Liens: Sanitary Sewers	573	<u>\$ 2,580.60</u>	<u>\$ 2,580.60</u>
	<u>Reference</u>	<u>E</u>	<u>E</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

RESERVE FOR AMORTIZATION

E-26

	<u>Ref.</u>		
Balance December 31, 2017	E		\$22,421,368.14
Increased by:			
Transfer from Deferred Reserve for Amortization	E-27	\$ 50,000.00	
Bonds Paid from Operating Budget:			
Refunding Bonds	E-29	75,000.00	
Serial Bonds	E-30	<u>13,000.00</u>	
			<u>138,000.00</u>
Balance December 31, 2018	E		<u>\$22,559,368.14</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

E-27

DEFERRED RESERVE FOR AMORTIZATION

	<u>Ordinance Number</u>	<u>Date</u>	<u>Balance Dec. 31, 2017</u>	<u>Notes Paid from Operating Budget</u>	<u>To Reserve for Amortization Fixed Capital</u>	<u>Balance Dec. 31, 2018</u>
Various Improvements to the Sewer System	04-10	7-26-04	\$ 6,000.00	\$	\$	\$ 6,000.00
Various Improvements to the Sewer System	06-05	2-13-06	5,000.00			5,000.00
Various Improvements to the Sewer System	08-18	12-29-08	4,500.00			4,500.00
Acquisition of Various Items of Equipment for the Sewer System	13-14	12-12-13		50,000.00	50,000.00	
Acquisition of Various Items of Equipment for the Sewer System	15-11	12-09-15		44,000.00		44,000.00
			<u>\$15,500.00</u>	<u>\$94,000.00</u>	<u>\$50,000.00</u>	<u>\$59,500.00</u>

Reference E

E-28

E-26

E

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

E-28

BOND ANTICIPATION NOTES

	<u>Ordinance Number</u>	<u>Date of Original Issue</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rate</u>	<u>Balance Dec. 31, 2017</u>	<u>Note Issued</u>	<u>Decrease</u>	<u>Balance Dec. 31, 2018</u>
Acquisition of Various Items of Equipment for the Sewer System	13-14	12-12-13	12-05-17	12-04-18	3.00%	\$ 200,000.00	\$ 150,000.00	\$ 200,000.00	\$ 150,000.00
	13-14	12-12-13	12-04-18	12-03-19	3.50				
Acquisition of Various Items of Equipment for the Sewer System	15-11	12-09-15	12-05-17	12-04-18	3.00	380,000.00	336,000.00	380,000.00	336,000.00
			12-04-18	12-03-19	3.50				
					<u>Reference</u>	<u>\$ 580,000.00</u>	<u>\$ 486,000.00</u>	<u>\$ 580,000.00</u>	<u>\$ 486,000.00</u>
					<u>E</u>	<u>E</u>	<u>Below</u>	<u>Below</u>	<u>E</u>
					<u>Ref.</u>				
				Budget Appropriations		\$ 94,000.00		\$ 94,000.00	
				Renewals		486,000.00		486,000.00	
				Above		<u>\$ 486,000.00</u>		<u>\$ 580,000.00</u>	

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

E-29

REFUNDING BONDS

<u>Purpose</u>	<u>Original Issue</u>		<u>Maturities of Bonds Outstanding Dec. 31, 2018</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2017</u>	<u>Decrease</u>	<u>Balance Dec. 31, 2018</u>
	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>				
Sewer Utility Improvements	8-18-09	\$760,000.00	1-15-19	\$75,000.00	4.000%	<u>\$205,000.00</u>	<u>\$75,000.00</u>	<u>\$130,000.00</u>
			1-15-20	55,000.00	3.375			
					<u>Reference</u>	<u>E</u>	<u>E-26</u>	<u>E</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

SERIAL BONDS

E-30

<u>Purpose</u>	<u>Original Issue</u>		<u>Balance</u>	<u>Decrease</u>
	<u>Date</u>	<u>Amount</u>	<u>Dec. 31, 2017</u>	
Sewer Utility Improvements	7-15-04	\$163,000.00	<u>\$ 13,000.00</u>	<u>\$ 13,000.00</u>
		<u>Reference</u>	<u>E</u>	<u>E-26</u>

TOWNSHIP OF FAIRFIELD
SEWER UTILITY

BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

E-31

<u>Improvements</u>	<u>Ordinance Number</u>	<u>Balance Dec. 31, 2017</u>	<u>Balance Dec. 31, 2018</u>
Various Sewer Utility Improvements	04-10	\$ 20,000.00	\$ 20,000.00
Various Sewer Utility Improvements	06-05	30,000.00	30,000.00
Various Sewer Utility Acquisitions	08-18	<u>85,500.00</u>	<u>85,500.00</u>
		<u>\$135,500.00</u>	<u>\$135,500.00</u>
	<u>Reference</u>	<u>E</u>	<u>E</u>

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

CASH RECEIPTS, DISBURSEMENTS AND RECONCILIATIONS
TREASURER

F-5
Sheet #1

	<u>Ref.</u>	<u>Operating Fund</u>		<u>Capital Fund</u>
Balance December 31, 2017	F	\$ 102,736.98		\$ 51,069.68
Increased by Receipts:				
Interest on Investments and Deposits	F-3	\$ 976.07	\$	
Collector	F-6	131,778.14		
Interfunds Receivable	F-9	36,266.23	2,610.50	
Interfunds Payable	F-17	<u> </u>	<u>255.72</u>	
		<u>169,020.44</u>		<u>2,866.22</u>
		271,757.42		53,935.90
Decreased by Disbursements:				
Budget Appropriations	F-4	153,482.10		
Appropriation Reserves	F-12	176.15		
Accrued Interest on Notes	F-13	1,495.83		
Interfunds Payable	F-17	<u>23,781.55</u>	<u>36,266.23</u>	
		<u>178,935.63</u>		<u>36,266.23</u>
Balance December 31, 2018	F	<u>\$ 92,821.79</u>		<u>\$ 17,669.67</u>

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

CASH RECEIPTS, DISBURSEMENTS AND RECONCILIATIONS
TREASURER

F-5
Sheet #2

	<u>Operating Fund</u>	<u>Capital Fund</u>
<u>Bank Reconciliation December 31, 2018</u>		
Balance per Statements:		
TD Bank,		
Fairfield, New Jersey:		
Account #3453103734	\$ 97,881.61	\$
Account #3452885542		<u>17,669.67</u>
	<u>97,881.61</u>	<u>17,669.67</u>
Plus: Transfer-in-Transit	<u>2,570.00</u>	
	<u>100,451.61</u>	<u>17,669.67</u>
Less: Outstanding Checks	7,251.81	
Transfer-in-Transit	378.00	
Due to Bank	0.01	
	<u>7,629.82</u>	
	<u>\$ 92,821.79</u>	<u>\$ 17,669.67</u>

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

CASH RECEIPTS AND DISBURSEMENTS
TAX COLLECTOR'S ACCOUNT

F-6

	<u>Ref.</u>		
Increased by Receipts:			
Membership Fees	F-3		\$ 118,709.14
Nonbudget Revenue:			
Guest Passes	F-3	\$ 7,719.00	
Nursery School Fees	F-3	300.00	
Concession Rent	F-3	<u>5,050.00</u>	
			<u>13,069.00</u>
			131,778.14
Decreased by Disbursements:			
Turnover to Treasurer	F-5		<u>131,778.14</u>
			<u>\$ -</u>

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

CASH - MONEY MARKET ACCOUNT

F-7

	<u>Ref.</u>	<u>Operating Fund</u>	<u>Capital Fund</u>
Balance December 31, 2017	F	\$ 7,820.38	\$ 10,806.00
Increased by:			
Accrued Interest	F-3	<u>85.45</u>	<u> </u>
Balance December 31, 2018	F	<u>\$ 7,905.83</u>	<u>\$ 10,806.00</u>
 <u>Bank Reconciliation December 31, 2018</u>			
Balance per Statement:			
Columbia Bank,			
Fairfield, New Jersey:			
Account #024804493		<u>\$ 7,905.83</u>	<u>\$ 10,806.00</u>

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

ANALYSIS OF SWIMMING POOL UTILITY CAPITAL CASH AND INVESTMENTS

F-8

<u>General Accounts</u>	<u>Ordinance Number</u>	<u>Balance Dec. 31, 2017</u>	<u>Receipts Other</u>	<u>Disbursements Other</u>	<u>Transfers From</u>	<u>To</u>	<u>Balance Dec. 31, 2018</u>
Fund Balance		\$ 51,289.18	\$	\$	\$	\$ 579.50	\$ 51,868.68
Capital Improvement Fund		3,350.00					3,350.00
Reserve for Preliminary Study		7,280.80					7,280.80
Due from General Capital Fund		(2,610.50)	2,610.50		579.50		(579.50)
Due to Swimming Pool Operating Fund		36,266.23	255.72	36,266.23			255.72
<u>Improvement Authorizations</u>							
Various Improvements to the Pool Complex	04-09	(35,993.22)					(35,993.22)
Renovation of Main Filter System	06-18	2,293.19					2,293.19
		<u>\$ 61,875.68</u>	<u>\$ 2,866.22</u>	<u>\$ 36,266.23</u>	<u>\$ 579.50</u>	<u>\$ 579.50</u>	<u>\$ 28,475.67</u>
<u>Reference</u>		<u>F</u>	<u>Below</u>	<u>F-17</u>	<u>Contra</u>	<u>Contra</u>	<u>F</u>
<u>Ref.</u>							
Interfunds Receivable			\$ 2,610.50				
Interfunds Payable			255.72				
			<u>\$ 2,866.22</u>				
		Above					

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

INTERFUNDS RECEIVABLE

F-9

	<u>Ref.</u>	<u>Swimming Pool Operating Fund</u>	<u>Swimming Pool Capital Fund</u>
Balance December 31, 2017	F	\$ 36,266.23	\$ 2,610.50
Increased by:			
Premium on Sale of Note	F-2		579.50
Interest on Deposits	F-3	255.72	
		<u>36,521.95</u>	<u>3,190.00</u>
Decreased by:			
Settlements	F-5	<u>36,266.23</u>	<u>2,610.50</u>
Balance December 31, 2018	F	<u>\$ 255.72</u>	<u>\$ 579.50</u>

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

FIXED CAPITAL

F-10

	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Swimming Pool Facility	<u>\$1,674,727.77</u>	<u>\$1,674,727.77</u>
<u>Reference</u>	<u>F</u>	<u>F</u>

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

FIXED CAPITAL AUTHORIZED AND UNCOMPLETED

F-11

	<u>Number</u>	<u>Ordinance Date</u>	<u>Amount</u>	<u>Balance Dec. 31, 2017</u>	<u>Balance Dec. 31, 2018</u>
Various Improvements to the Pool Complex	04-09	7-26-04	\$ 73,000.00	\$ 73,000.00	\$ 73,000.00
Renovation of Main Filter System	06-18	8-28-06	126,000.00	<u>126,000.00</u>	<u>126,000.00</u>
				<u>\$199,000.00</u>	<u>\$199,000.00</u>
			<u>Reference</u>	E	E

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

APPROPRIATION RESERVES

F-12

	<u>Balance</u> <u>Dec. 31, 2017</u> <u>Unencumbered</u>	<u>Expended</u>	<u>Balance</u> <u>Lapsed</u>
<u>Operating</u>			
Salaries and Wages	\$ 17,732.72	\$	\$ 17,732.72
Other Expenses	<u>28,473.17</u>	<u>176.15</u>	<u>28,297.02</u>
	<u>\$ 46,205.89</u>	<u>\$ 176.15</u>	<u>\$ 46,029.74</u>
<u>Reference</u>	<u>F</u>	<u>F-5</u>	<u>F-1</u>

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

ACCRUED INTEREST ON NOTES

F-13

	<u>Ref.</u>	
Balance December 31, 2017	F	\$ 108.33
Increased by:		
Budget Appropriation	F-4	1,518.75
		1,627.08
Decreased by:		
Interfunds Payable	F-5	1,495.83
Balance December 31, 2018	F	\$ 131.25

Analysis of Balance

Note Outstanding <u>Dec. 31, 2018</u>	Interest Rate	<u>Accrued</u>		<u>Period</u>	<u>Amount</u>
		<u>From</u>	<u>To</u>		
\$35,000.00	3.50%	12/4/2018	12/31/2018	27 Days	\$ 91.88
15,000.00	3.50	12/4/2018	12/31/2018	27 Days	39.37
					\$ 131.25

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

ACCRUED INTEREST ON BONDS

F-14

	<u>Ref.</u>	
Balance December 31, 2017	F	\$ 419.40
Increased by:		
Budget Appropriation	F-4	621.10
		1,040.50
Decreased by:		
Interfunds Payable	F-17	980.50
Balance December 31, 2018	F	\$ 60.00

Analysis of Balance

<u>Bonds Outstanding Dec. 31, 2018</u>	<u>Interest Rate</u>	<u>Accrued</u>		<u>Period</u>	<u>Amount</u>
		<u>From</u>	<u>To</u>		
\$ 8,000.00	2.00%	8-15-18	12-31-18	4 1/2 Months	\$ 60.00

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

IMPROVEMENT AUTHORIZATIONS

F-15

	<u>Number</u>	<u>Ordinance Date</u>	<u>Amount</u>	<u>Balance Dec. 31, 2017 Unfunded</u>	<u>Balance Dec. 31, 2018 Unfunded</u>
<u>General Improvements</u>					
Various Improvements to the Pool Complex	04-09	7-26-04	\$ 73,000.00	\$ 2,006.78	\$ 2,006.78
Renovation of Main Filter System	06-18	8-28-06	126,000.00	<u>32,293.19</u>	<u>32,293.19</u>
				<u>\$ 34,299.97</u>	<u>\$ 34,299.97</u>
			<u>Reference</u>	<u>F</u>	<u>F</u>

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

CAPITAL IMPROVEMENT FUND

F-16

	<u>Ref.</u>	
Balance December 31, 2017	F	<u>\$ 3,350.00</u>
Balance December 31, 2018	F	<u><u>\$ 3,350.00</u></u>

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

F-17

INTERFUNDS PAYABLE

Ref.	Total	Swimming Pool Operating Fund				Swimming Pool Capital Fund
		Current Fund	General Trust Fund	Water Operating Fund	Sewer Operating Fund	
F	\$ 23,781.55	\$ 19,176.70	\$ 3,709.85	\$ 126.00	\$ 769.00	\$ 36,266.23
F-5	980.50	980.50				255.72
F-14	24,762.05	20,157.20	3,709.85	126.00	769.00	36,521.95
F-5	23,781.55	19,176.70	3,709.85	126.00	769.00	36,266.23
F	\$ 980.50	\$ 980.50	\$ -	\$ -	\$ -	\$ 255.72

Balance December 31, 2017

Increased by:
Interest on Deposits
Accrued Interest on Bonds Paid
by Current Fund in Error

Decreased by:
Settlements

Balance December 31, 2018

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

RESERVE FOR PRELIMINARY STUDY

F-18

	<u>Ref.</u>	
Balance December 31, 2017	F	<u>\$ 7,280.80</u>
Balance December 31, 2018	F	<u><u>\$ 7,280.80</u></u>

RESERVE FOR AMORTIZATION

F-19

	<u>Ref.</u>	
Balance December 31, 2017	F	\$1,697,727.77
Increased by:		
Serial Bonds Paid from Operating Budget	F-22	<u>27,000.00</u>
Balance December 31, 2018	F	<u><u>\$1,724,727.77</u></u>

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

DEFERRED RESERVE FOR AMORTIZATION

F-20

	<u>Ordinance</u>		<u>Balance</u>	<u>Balance</u>
	<u>Number</u>	<u>Date</u>	<u>Dec. 31, 2017</u>	<u>Dec. 31, 2018</u>
Renovation of Main Filter System	06-18	8-28-06	<u>\$ 23,000.00</u>	<u>\$ 23,000.00</u>
		<u>Reference</u>	F	F

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

BOND ANTICIPATION NOTES

F-21

	<u>Ordinance Number</u>	<u>Date of Original Issue</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rate</u>	<u>Balance Dec. 31, 2017</u>	<u>Increase</u>	<u>Decrease</u>	<u>Balance Dec. 31, 2018</u>
Various Improvements to the Pool Complex	2004-09	12-7-16	12-5-17	12-4-18	3.00%	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
			12-4-18	12-3-19	3.50				
Main Filter System Renovation	2006-18	12-7-16	12-5-17	12-4-18	3.00	15,000.00	15,000.00	15,000.00	15,000.00
			12-4-18	12-3-19	3.50				
						<u>\$ 50,000.00</u>	<u>\$ 50,000.00</u>	<u>\$ 50,000.00</u>	<u>\$ 50,000.00</u>
						F	Below	Below	F
						<u>Ref.</u>			
					<u>Renewals</u>	Contra	<u>\$ 50,000.00</u>	<u>\$ 50,000.00</u>	
						Above	<u>\$ 50,000.00</u>	<u>\$ 50,000.00</u>	

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

F-22

SERIAL BONDS

<u>Purpose</u>	<u>Original Issue</u>		<u>Maturities of Bonds Outstanding Dec. 31, 2018</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2017</u>	<u>Decrease</u>	<u>Balance Dec. 31, 2018</u>
	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>				
Swimming Pool Bonds	7-15-04	\$257,000.00				\$17,000.00	\$17,000.00	\$
Swimming Pool Bonds	8-20-13	58,000.00	8-15-19	\$ 8,000.00	2.00%	18,000.00	10,000.00	8,000.00
						<u>\$35,000.00</u>	<u>\$27,000.00</u>	<u>\$ 8,000.00</u>
					<u>Reference</u>	<u>F</u>	<u>F-19</u>	<u>F</u>

TOWNSHIP OF FAIRFIELD
SWIMMING POOL UTILITY

BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

F-23

<u>Improvements</u>	<u>Ordinance Number</u>	<u>Balance Dec. 31, 2017</u>	<u>Balance Dec. 31, 2018</u>
Various Improvements to the Pool Complex	04-09	\$38,000.00	\$38,000.00
Main Filter System Renovation	06-18	<u>30,000.00</u>	<u>30,000.00</u>
		<u>\$68,000.00</u>	<u>\$68,000.00</u>
	<u>Reference</u>	<u>F</u>	<u>F</u>

TOWNSHIP OF FAIRFIELD
PUBLIC ASSISTANCE TRUST FUND

CASH RECEIPTS, DISBURSEMENTS AND RECONCILIATION

G-1

	<u>Ref.</u>	<u>Trust Fund Account #1</u>
Balance December 31, 2017	G	\$1,180.53
Increased by:		
Interest on Deposits	G-2	<u>2.77</u>
Balance December 31, 2018	G	<u>\$1,183.30</u>
 <u>Bank Reconciliation December 31, 2018</u>		
Balance per Statement:		
PNC Bank,		
Fairfield, New Jersey:		
Account #81-0028-9493		<u>\$1,183.30</u>

TOWNSHIP OF FAIRFIELD
PUBLIC ASSISTANCE TRUST FUND

RESERVE FOR PUBLIC ASSISTANCE EXPENDITURES

G-2

	<u>Ref.</u>	<u>Trust Fund Account #1</u>
Balance December 31, 2017	G	\$1,180.53
Increased by:		
Interest on Deposits	G-1	<u>2.77</u>
Balance December 31, 2018	G	<u>\$1,183.30</u>

PART II
INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
ROSTER OF OFFICIALS
GENERAL COMMENTS, FINDINGS AND RECOMMENDATIONS
YEAR ENDED DECEMBER 31, 2018

SAMUEL KLEIN AND COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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INDEPENDENT AUDITOR'S 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

The Honorable Mayor and Members
of the Township Council
Township of Fairfield
Fairfield, New Jersey 07004

We have audited the financial statements - regulatory basis of the various funds of the Township of Fairfield, in the County of Essex, as of and for the years ended December 31, 2018 and 2017, and the related notes to the financial statements and have issued our report thereon dated October 9, 2019. These financial statements - regulatory basis have been prepared in conformity with accounting principles prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements - regulatory basis, 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 purpose of expressing our opinions on the financial statements - regulatory basis, 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 - regulatory basis will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

Compliance and Other Matters

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

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 result 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.



SAMUEL KLEIN AND COMPANY
CERTIFIED PUBLIC ACCOUNTANTS



JOSEPH J. FACCONI, RMA, PA

Newark, New Jersey
October 9, 2019

**ROSTER OF OFFICIALS AND CERTAIN EMPLOYEES
AND REPORT ON SURETY BONDS FOR THE YEAR 2018**

<u>Name</u>	<u>Title</u>	<u>Amount of Bonds</u>
James Gasparini	Mayor	\$
John LaForgia	Council President	
Michael McGlynn	Councilperson	
Joseph Cifelli	Councilperson	
Thomas Morgan	Councilperson	
Joseph Catenaro	Business Administrator	
J. John McCluskey	Chief Financial Officer Tax Collector	1,000,000.00 1,000,000.00
Denise D. Cafone	Municipal Clerk	
Dennis M. Galvin	Township Attorney	
Frank Pomaco	Municipal Court Judge	1,000,000.00
Maria Cappa-Foschini	Municipal Court Administrator	
Anthony G. Manna	Chief of Police	
Michael Leposky	Tax Assessor	
Steven Bury	Township Engineer	
Philip Cheff	Construction Code Official	
Anthony Pompei	Recreation Director	

The above surety coverage is provided by the Suburban Essex Joint Insurance Fund and is subject to a \$1,000.00 deductible.

An employee dishonesty and faithful performance bond issued through the Suburban Essex Joint Insurance Fund, in the amount of \$50,000.00 with excess coverage of \$950,000.00, covers all employees except those required to file statutory bonds.

GENERAL COMMENTS AND FINDINGS

Contracts and Agreements Required to be Advertised (N.J.S.A. 40A:11-a)

N.J.S.A. 40A:11-4a states "Every contract awarded by the contracting agent for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the governing body of the contracting unit to the lowest responsible bidder after public advertising for bids and bidding therefor, except as is provided otherwise in this act or specifically by any other law. The governing body of a contracting unit may, by resolution approved by a majority of the governing body, disqualify a bidder who would otherwise be determined to be the lowest responsible bidder, if the governing body finds that it has had prior negative experience with the bidder."

It is pointed out that management has the responsibility of determining whether the expenditures in any category will exceed the threshold set for the fiscal year and, where question arises as to whether any contract or agreement might result in violation of the statute, the opinion of the Township Attorney should be sought before a commitment is made.

The statutory bidding threshold, effective July 1, 2015, decreased from \$40,000.00 to \$17,500.00 based on the appointment of a nonqualified purchasing agent.

P.L. 2005, Chapter 51 and N.J.S.A. 19:44A-20.5, known as the "Pay-to-Play Law", however, provides that a municipality is prohibited from executing any contract in excess of \$17,500.00, on or after January 1, 2006, to a business entity that made certain reportable contributions to any municipal committee of a political party if a member of that party is in office as a member of the governing body of the municipality when the contract is awarded unless proposals or qualifications are solicited through a fair and open process.

It is further noted that contracts between \$17,500.00 and the municipal bidding threshold, known as "window contracts", can be issued by resolution of the governing body without competitive bidding if a non-fair and open process is implemented which prohibits reportable contributions by the business entity.

The minutes indicate that bids were requested by public advertising for the following items:

- Service and Construction Contracts:
 - Road Resurfacing Program
 - Revaluation of All Real Property
 - Passaic River De-snagging
 - Police Department Renovations
 - Municipal Complex Roof Replacement
 - Painting of the Commerce Road Water Tank
 - Solid Waste Collection and Removal
 - Clinic Basketball Instruction
 - Reconstruction of Kaplan Drive
 - Pool Snack Bar Concession

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

The minutes indicate that resolutions were adopted and advertised authorizing the awarding of contracts or agreements for "Professional Services" per N.J.S. 19:44A-20.5.

Collection of Interest on Delinquent Taxes, Assessments, Water and Sewer Billings

N.J.S. 53:4-67, as amended, 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.

The Governing Body adopted the following resolution on January 2, 2018, authorizing interest to be charged on delinquent payments:

WHEREAS, N.J.S.A. 54:4-66 provides that taxes are payable in quarterly installments, February 1st, May 1st, August 1st and November 1st in each year, and

WHEREAS, N.J.S.A. 54:4-67 authorizes municipalities to provide a grace period not exceeding ten days without additional charge for interest.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Township of Fairfield that no interest shall be charged if any installment of taxes is made within the tenth calendar day following the date on which the same becomes payable, but when an installment is received after the expiration of the grace period, the delinquent balance shall bear interest from the due date at a rate of 8% per annum on that portion of the delinquency which is less than or equal to \$1,500.00 and 18% per annum on that portion of the delinquency which is in excess of \$1,500.00.

It is further noted that on January 2, 2018, the Township of Fairfield adopted the following resolution on delinquent taxes, in accordance with the provisions of Ch. 75, P.L. 1991, establishing certain interest penalties. This resolution reads as follows:

WHEREAS, by virtue of Chapter 75, Laws of 1991 the Township of Fairfield is permitted to charge 6% penalty against delinquent taxes and other municipal charges totaling in excess of \$10,000.00, if the taxpayer fails to pay that delinquency prior to the end of the calendar year.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Township of Fairfield, that the Municipal Tax Collector be and is hereby authorized to charge late charges on delinquent taxes and other municipal charges pursuant to Chapter 75, Laws of 1991.

Interest on delinquent assessments was authorized at 8% by resolutions adopted by the Township Council.

Our test of the Collector's records indicated that interest on delinquent taxes was generally collected in accordance with the provisions of the foregoing resolution.

Interest on Delinquent Water and Sewer Charges

The Governing Body on March 11, 2002 adopted Ordinance Number 2002-05 authorizing interest to be charged on delinquent water and sewer charges. This ordinance reads as follows:

In the event that a bill is not paid within thirty (30) days of the date of issuance, interest shall accrue on the unpaid balance, at the maximum rate allowed pursuant to N.J.S.A. 40:14B-41, that being at a rate of one and one half percent (1.5%) per month until the date on which such charge, and the interest thereon, shall be fully paid to the Township.

Our test of the Collector's records indicated that interest on delinquent water and sewer charges were generally collected in accordance with the provisions of the foregoing ordinance.

Delinquent Taxes

Delinquent taxes, in the sum of \$52,094.20, exclusive of 2018, is summarized as follows:

<u>Year</u>	<u>Amount</u>
2013	\$16,270.57
2014	8,371.68
2015	8,641.32
2016	9,428.84
2017	9,381.79
	<u>\$52,094.20</u>

A tax sale was held on December 4, 2018 and was complete.

Tax Title Liens

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

<u>Year</u>	<u>Number</u>	<u>Amount</u>
2018	28	\$1,544,597.36
2017	32	1,438,960.76
2016	37	1,615,050.42

Tax Title Lien Redemption Account

Finding 2018-1:

A detailed list supporting the cash balance for the tax title lien redemptions was not available for audit.

It is recommended that a detailed list supporting the cash balance for the tax title lien redemption account be prepared.

Tax Overpayments

Tax overpayments are as reflected on the general ledger control account in the sum of \$104,958.09.

Verification of Delinquent Taxes and Other Charges

A test verification of unpaid charges and current payments, in accordance with the regulations of the Division of Local Government Services, consisted of notices as follows:

<u>Type</u>	<u>Number of Notices</u>
Payment of 2018 Taxes and 2019 Taxes	100
Payment of Water and Sewer Rents	100
Delinquent Taxes	23
Tax Title Liens	3
Assessments	5
Unpaid Water and Sewer Utility Charges	<u>50</u>
	<u>281</u>

There were no exceptions developed in connection with our examination.

Cash

Finding 2018-2:

Outstanding Checks:

Our reconciliation of cash to bank balances revealed numerous checks dated prior to 2018 and not yet cleared by the bank. Checks outstanding in excess of twelve months are considered stale and may not be honored by the bank. Periodically, stale dated checks should be reviewed and cancelled or other appropriate action taken. The following checks are outstanding in excess of one year.

Cash (Continued)

Finding 2018-2: (Continued)

Outstanding Checks: (Continued)

Current Account #345-2885534:

<u>Date</u>	<u>Check Number</u>	<u>Amount</u>
04-19-2014	53961	\$ 100.00
06-09-2014	54259	629.40
10-28-2014	55003	2,600.00
11-09-2015	57166	150.00
03-14-2016	57821	45.00
10-23-2017	60941	500.00
11-27-2017	61142	287.99
11-27-2017	61187	1,250.00
		<u>\$ 5,562.39</u>

Water Utility Operating Account #345-3103661:

<u>Date</u>	<u>Check Number</u>	<u>Amount</u>
04-21-2014	6251	\$ 150.00
04-21-2014	6252	150.00
04-21-2014	6253	150.00
04-21-2014	6254	150.00
05-22-2017	6783	2,618.25
		<u>\$ 3,218.25</u>

Sewer Utility Operating Account #345-3103696:

<u>Date</u>	<u>Check Number</u>	<u>Amount</u>
05-22-2017	8527	<u>\$ 4,725.00</u>

Cash (Continued)

Finding 2018-2: (Continued)

Outstanding Checks: (Continued)

Developers' Escrow Trust Account #50098:

<u>Check Number</u>	<u>Amount</u>
2603	\$ 2,000.00
2608	250.00
2645	350.00
2663	741.42
2668	252.38
2669	2,218.75
2675	604.92
2677	250.00
2678	931.25
2679	238.00
2680	2,561.00
3010	215.24
3026	407.20
3091	2,000.00
	<u>\$ 13,020.16</u>

It is recommended that certain outstanding checks be reviewed and appropriate action taken.

Revenue Collections

Finding 2018-3:

Recreation Department:

The cash receipts book had incomplete postings and numerous posting errors.

Receipts are recorded as of the day of deposit rather than the day of receipt.

The following fees were not approved by ordinance:

Basketball Clinic, Yoga, Cardio Sculpt, Softball, Camp, Senior Aerobics, Line Dancing and Zumba

Numerous revenue collections were not deposited within 48 hours of receipt in accordance with the provisions of N.J.S.A. 40A:5-15.

Swimming Pool:

The cash receipts book had incomplete postings and numerous posting errors.

Receipts are recorded as of the day of deposit rather than the day of receipt.

The following fees were not approved by ordinance:

Swim Team and Guest Passes

Several revenue collections were not deposited within 48 hours of receipt in accordance with the provisions of N.J.S.A. 40A:5-15.

Revenue Collections (Continued)

Finding 2018-4:

Fire Prevention:

The cash receipts book had incomplete postings.

Our test of fees indicated the following items:

- Three (3) fee ordinances were unavailable for audit.
- One (1) fee could not be determined due to insufficient information.
- One (1) fee was not in agreement with the approved ordinance.

Certain revenue collections on various department records were not in agreement with the records of the Tax Collector's Office, detailed as follows:

	<u>Department</u>	<u>Tax Collector</u>	<u>Tax Collector Over</u>
Fire Prevention	\$ 441,079.72	\$ 440,949.72	\$ 130.00
Construction Code Official:			
Building Permits	305,985.00	303,572.00	2,413.00
Other Fees and Permits	222,633.00	220,725.60	1,907.40
Swimming Pool	78,411.38	77,811.38	600.00

The following recommendations are noted:

That Recreation Department and Swimming Pool fees be recorded in the cash receipts book the day of receipt rather than the day of deposit, be approved by ordinance of the Township Council, be deposited within 48 hours in accordance with the provisions of N.J.S.A. 40A:5-15, and that more care be exercised in the recording and posting of Recreation Department and Swimming Pool fees.

That the Fire Prevention Department exercise more care in the recording and posting of Fire Prevention Department fees, the approved fee ordinances be made available for audit, sufficient information be provided to complete all tests of fees, and that fees be charged in accordance with the approved fee ordinance.

Assessment Trust Fund

Finding 2018-5:

Special assessment reports were not in agreement with general ledger balances.

The following recommendation is noted:

That special assessment reports be reconciled with general ledger balances.

Swimming Pool Fees

Our review of the Swimming Pool revenue revealed the following:

Swimming Pool membership fees decreased by 15.48% from \$118,709.14 in 2017 compared to \$140,445.00 in 2018.

Outside Employment of Off-Duty Police Officers

Finding 2018-6:

The following receivables have remained uncollected as of the current date:

	<u>Year</u>	<u>Amount</u>
Drak Excavating	2014	\$ 400.00
Team Equipment	2015	4,120.00
PSE&G	2016	800.00
Verizon	2017	640.00
		<u>\$ 5,960.00</u>

The following recommendation is noted:

That certain Outside Employment of Off-Duty Police Officers receivable balances be reviewed and appropriate action taken as to their disposition.

Unfunded Improvement Costs

The following unfunded improvement authorization, as of December 31, 2018, which is over five years old, has been completed with unfinanced costs:

<u>Ordinance Number</u>	<u>Amount</u>
02-18	\$ 41,201.00

Other Post-Employment Benefits

Local Finance Notices 2007-15 and 2009-13 require local units that provide non-pension benefits to retired employees, such as health insurance coverage, prescription or other benefits, to disclose the annual payment for currently retired employees and future cost for those employees in the Notes to the Financial Statements.

Those municipalities that are not members of the State Health Benefits Plan or other cost sharing plans must obtain an actuarially calculated post-employment benefit on a periodic basis for inclusion in the Notes to the Financial Statements.

The Township of Fairfield maintains private health coverage and provides certain retired employees with post-employment benefits which require appropriate disclosure in the Notes to the Financial Statements in accordance with regulations promulgated by the Local Finance Board.

Finding 2018-7:

To date the aforementioned post-employment costs for the Township of Fairfield have not been determined, resulting in our inability to include this information in the Notes to the Financial Statements.

It is recommended that an actuarial study be prepared to determine certain post-employment benefits in accordance with regulations promulgated by the Local Finance Board.

Payroll Fund

During 2011, the Township of Fairfield contracted with ADS to be the third party payroll service provider. ADS has the authority to withdraw funds from Township accounts and transfer these funds to their own accounts for the purpose of the payment to certain agencies with regard to payroll deductions.

Payroll Fund (Continued)

An audit of the service provider's payroll account was not provided to the Township nor did our staff prepare such an audit. We did review certain records provided to the Township. It should be noted however, that we could not verify required payments of Federal and State agencies made by the service provider.

The Local Finance Board has adopted rules and regulations regarding third-party payroll vendors which are summarized in N.J.A.C. 5:30-17 and further provides authority for local governments to hire payroll service vendors to disburse funds to payroll agencies on behalf of the local unit.

In addition, Local Finance Notice 2009-18 has offered additional safeguards with respect to third-party payroll services.

Finding 2018-8:

The Payroll Account bank reconciliation, as prepared by ADS, reflects a balance of \$17,640.00 as of December 31, 2018.

There remains an unidentified balance in the sum of \$27,521.71 in the Payroll Agency bank account as of December 31, 2018.

Additionally, cash reconciliations have not been prepared for the Payroll Agency bank account as of December 31, 2018.

Our reconciliation of cash to bank balances revealed numerous checks dated prior to 2018 and not yet cleared by the bank. Checks outstanding in excess of twelve months are considered stale and may not be honored by the bank. Periodically, stale dated checks should be reviewed and cancelled or other appropriate action taken. The following checks are outstanding in excess of one year:

<u>Date</u>	<u>Check Number</u>	<u>Amount</u>
01-23-2014	98889	\$ 303.98
07-10-2014	99581	362.88
01-22-2015	100327	198.12
07-09-2015	100844	133.16
08-06-2015	101069	43.29
08-06-2015	101086	53.26
08-20-2015	101163	53.26
02-04-2016	101774	81.98
06-23-2016	102093	631.68
07-21-2016	102363	181.85
08-04-2016	102437	213.07
12-08-2016	102899	472.50
06-22-2017	103429	1,579.89
07-20-2017	103684	110.19
08-03-2017	103769	254.63
08-17-2017	103871	28.30
08-17-2017	103891	28.29
		<u>\$ 4,730.33</u>

The following recommendations are noted:

That the balance in the Payroll and Payroll Agency accounts be reviewed for proper disposition and that cash reconciliations be prepared for the Payroll Agency bank account.

That certain net payroll outstanding checks be reviewed for appropriate action to be taken.

Municipal Court

The following summary of receipts and disbursements, comprising a segment of the "Report of the Municipal Court for 2018", which is filed under separate cover with the New Jersey Administrative Office of the Courts, the Division of Local Government Services, the Municipal Court and the Township Clerk, is presented herewith for information purposes:

	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Municipal Treasurer	\$ 24,891.44	\$ 318,222.19	\$ 326,212.44	\$ 16,901.19
County Treasurer	43,023.35	112,981.28	116,334.53	39,670.10
State Treasurer	32,873.56	330,192.71	344,837.50	18,228.77
Cash Bail	(9,409.45)	59,757.63	55,239.00	(4,890.82)
Miscellaneous	<u>(21,850.72)</u>	<u>22,765.73</u>	<u>21,619.73</u>	<u>(20,704.72)</u>
	<u>\$ 69,528.18</u>	<u>\$ 843,919.54</u>	<u>\$ 864,243.20</u>	<u>\$ 49,204.52</u>

Municipal Court (Continued)

Comments and resultant recommendations relating to the Municipal Court are detailed as follows:

Finding 2018-9:

The following checks have been outstanding in excess of one year:

<u>General Account</u>		<u>Bail Account</u>	
<u>Check Number</u>	<u>Amount</u>	<u>Check Number</u>	<u>Amount</u>
1314	\$ 76.00	2241	\$ 1,000.00
1315	1.00	2250	250.00
1316	1.00	2604	950.00
1317	1.00	2622	50.00
1318	5.00	2662	250.00
1319	2.00		
1322	20.00		
1327	54.00		
1329	5.00		
1331	40.00		
1332	2.00		
1333	1.00		
1334	1.00		
1336	1.00		
1341	33.00		
1345	96.09		
1348	100.00		
1374	1.00		
1415	11.00		
1416	10.00		
1419	7.00		
1420	33.00		
1421	100.00		
1432	1.00		
1442	11.00		
1465	245.00		
1010	185.00		
1022	25.00		
1028	2.00		
1029	11.00		
1034	111.00		
1035	1.00		
1058	27.00		
	<hr/>		<hr/>
Total O/S Checks	<u>\$ 1,220.09</u>	Total O/S Checks	<u>\$ 2,500.00</u>

Finding 2018-10:

A listing of outstanding bail was not in agreement with the cash balance as of December 31, 2018, detailed as follows:

Balance per Listing	\$ 3,001.00
Cash Book	<u>(4,890.82)</u>
Deficit	<u>\$ 7,891.82</u>

Municipal Court (Continued)

Finding 2018-11:

The cash balance of the Bail account as of December 31, 2018 was a deficit in the sum of \$(4,890.82).

Finding 2018-12:

Fees collected for motor vehicle fines due to the County of Essex in the amount of \$28,557.60 were inadvertently deposited to the General Trust Fund. As of the date of this report, these funds have not been paid to the County of Essex.

Our examination of the payments indicated the following:

Finding 2018-13:

The time payments reflect an unauthorized stamp of the Judge's signature.

Finding 2018-14:

Police ticket books are not assigned in numerical order.

Finding 2018-15:

Bail revenue received by the Police Department is not remitted to the Municipal Court within 48 hours of receipt.

Finding 2018-16:

Certain year end balances were not in agreement with payments made in January 2019, as detailed in the following schedule:

<u>Agency</u>	<u>Balance Dec. 31, 2018</u>	<u>Payment</u>	<u>Excess or (Deficit)</u>
State of New Jersey	\$ 18,228.77	\$ 16,961.51	\$ 1,267.26
County of Essex	39,670.10	6,674.00	32,996.10
Municipality	16,901.19	18,608.49	(1,707.30)
Public Defender	1,342.00	1,400.00	(58.00)
Municipality - POAA	(2.00)	2.00	(4.00)
County Lab Fee	455.00		455.00
Weights and Measures	350.00		350.00
Restitution	2,320.95	30.95	2,290.00
Interest on Deposits	177.89		177.89
Other	3,209.04		3,209.04

Finding 2018-17:

The December 2018 Monthly Management Report was examined and the following item was noted:

All tickets that have been assigned must be issued within six months. The Tickets Assigned Not Issued Report indicated that 20 tickets were not issued within six months.

The following recommendations with respect to the Municipal Court are noted as follows:

That certain outstanding checks be reviewed and appropriate action taken.

That the listing of cash bail on hand be reconciled to the amount of cash on deposit.

That the negative Bail Account balance be reviewed and appropriate action taken.

Municipal Court (Continued)

Finding 2017: (Continued)

That certain monies due to the County of Essex be reviewed and appropriate action taken.

That all time payments reflect the Judge's signature and/or the use of a stamp of the Judge's signature be authorized.

That Police ticket books be assigned in numerical order.

That Bail Revenue received by the Police Department be remitted to the Municipal Court within 48 hours of receipt in accordance with provisions of N.J.S.A. 40:5-15.

That more care be exercised in maintaining the cash receipt book and distribution of funds to the appropriate agencies.

That follow-up procedures be implemented for tickets whether issued or assigned.

Capital Fixed Assets

The Division of Local Government Services in the Department of Community Affairs of the State of New Jersey requires all municipalities in the State to establish and maintain sets of accounts and inventories reflecting costs or other valuations of all of its fixed assets, including land, buildings, improvements, machinery, furniture and equipment. Such accounts, to be included under "Capital Fixed Assets", would insure complete fiscal reliability of records, establish a basis for claims of losses and other insurance purposes, augment protective measures against the misuse or theft of property and furnish data on aging, anticipated life and other information on assets. Failure to maintain capital fixed asset records could jeopardize the Township's eligibility for future Federal and State Grants.

Although an inventory of movable fixed assets was prepared, it has not been updated for certain items of equipment.

A resolution was adopted in 2018 awarding a contract to prepare an inventory of fixed assets.

Corrective Action Plan

In accordance with regulations promulgated by the Single Audit Act and the Division of Local Government Services, all municipalities are required to prepare and submit to the Division of Local Government Services, a Corrective Action Plan with regard to audit deficiencies. This plan must be approved by resolution of the Governing Body and submitted within 60 days from the date the audit is received.

A Corrective Action Plan was prepared by the Chief Financial Officer, approved by resolution of the Governing Body and submitted to the Division of Local Government Services.

Status of Prior Years' Audit Recommendations

A review was performed on all prior years' audit recommendations and corrective action was taken on all with the exception of those recommendations marked with an asterisk.

Miscellaneous

A report summarizing collections of Dog License Fees and remittances of State Registration Fees has been prepared and filed with the New Jersey Department of Health and the Division of Local Government Services.

Revenue and receipts were established and verified as to source and amount only insofar as the local records permitted.

Miscellaneous (Continued)

In verifying expenditures, computations were tested on claims approved and paid. No attempt was made in this connection to establish proof of rendition, character or extent of services, nor quantities, nature, propriety of prices or receipt of materials, these elements being left necessarily to internal review in connection with approval of claims.

Individual payments of the Local School District and Regional High School taxes for the year 2018 were confirmed as received by the Secretaries of the respective Boards of Education.

Change Funds were verified by physical counts during the course of audit.

A report summarizing collections of Dog License Fees and remittances of State Registration Fees was prepared and filed with the New Jersey Department of Health and the Division of Local Government Services for the year 2018.

The Uniform Construction Code Enforcement Fee Report has been prepared and filed with the New Jersey Department of Community Affairs.

All sums of outstanding checks shown in cash reconciliations herein are in agreement with the records of the Treasurer.

An exit conference was held with the Township Administrator and Chief Financial Officer.

A summary or synopsis of this report was prepared for publication and filed with the Township Clerk.

One copy of this report was filed with the New Jersey Division of Local Government Services.

RECOMMENDATIONS

**Page
Number**

General

*That a detailed list supporting the cash balance for the tax title lien redemption account be prepared.	213
That certain outstanding checks including net payroll checks be reviewed and appropriate action taken.	215
That Recreation Department and Swimming Pool fees be recorded in the cash receipts book the day of receipt rather than the day of deposit, be approved by ordinance of the Township Council, be deposited within 48 hours in accordance with the provisions of N.J.S.A. 40A:5-15, and that more care be exercised in the recording and posting of Recreation Department and Swimming Pool fees.	216
That the Fire Prevention Department exercise more care in the recording and posting of Fire Prevention Department fees, the approved fee ordinances be made available for audit, sufficient information be provided to complete all test of fees, and that fees be charged in accordance with the approved fee ordinance.	216
*That special assessment reports be reconciled with general ledger balances.	216
That certain Outside Employment of Off-Duty Police Officers receivable balances be reviewed and appropriate action taken as to their disposition.	217
That an actuarial study be prepared to determine certain post-employment benefits in accordance with regulations promulgated by the Local Financial Board.	217
That the balance in the Payroll and Payroll Agency accounts be reviewed for Proper disposition and that cash reconciliations be prepared for the Payroll Agency bank account.	218

Municipal Court

*That certain outstanding checks be reviewed and appropriate action taken.	221
*That the listing of cash bail on hand be reconciled to the amount of cash on deposit.	221
That the negative bail account balance be reviewed and appropriate action taken.	221
*That certain monies due to the County of Essex be reviewed and appropriate action taken.	222
*That all time payments reflect the Judge's signature and/or the use of a stamp of the Judge's signature be authorized.	222
*That Police ticket books be assigned in numerical order.	222
That Bail revenue received by the Police Department be remitted to the Municipal Court within 48 hours of receipt in accordance with the provisions of N.J.S.A. 40:5-15.	222

RECOMMENDATIONS

Page
Number

Municipal Court (Continued)

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|--|-----|
| *That more care be exercised in maintaining the cash receipt book and distribution of funds to the appropriate agencies. | 222 |
| *That follow-up procedures be implemented for tickets whether issued or assigned. | 222 |

* * *

*Repeated from the previous year.

The foregoing comments and resulting recommendations are not of sufficient materiality whereby they would affect our ability to express an opinion on the financial statements taken as a whole.

We shall be pleased to confer on any questions that might arise with respect to any matters in this report and to assist in the implementation of recommendations.

We desire to express our appreciation for the assistance and courtesies rendered by the Township officials and employees during the course of the audit.

Respectfully submitted,



SAMUEL KLEIN AND COMPANY
CERTIFIED PUBLIC ACCOUNTANTS



JOSEPH J. FACCONI, RMA, PA

Newark, New Jersey
October 9, 2019

