

REPORT OF AUDIT
BOROUGH OF KENILWORTH
COUNTY OF UNION
DECEMBER 31, 2008

BOROUGH OF KENILWORTH, N.J.

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BOROUGH OF KENILWORTH

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PART I

REPORT OF AUDIT ON FINANCIAL STATEMENTS

AND SUPPLEMENTARY DATA

YEAR ENDED DECEMBER 31, 2008

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INDEPENDENT AUDITOR'S REPORT

June 22, 2009

The Honorable Mayor and
Members of the Borough Council
Borough of Kenilworth
Kenilworth, New Jersey 07033

We have audited the accompanying balance sheets-regulatory basis of the various funds and account group of the Borough of Kenilworth in the County of Union, as of and for the years ended December 31, 2008 and 2007, and the related statements of operations and changes in fund balance-regulatory basis for the year then ended, and the related statement of revenues-regulatory basis and statement of expenditures-regulatory basis of the various funds for the year ended December 31, 2008. The financial statements for the year ended December 31, 2007 were audited by another auditor whose report dated November 25, 2008 expressed a qualified opinion. The opinion was qualified because the financial statements were prepared on a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. These financial statements are the responsibility of the Borough of Kenilworth's management. Our responsibility is to express an opinion on these financial statements based on our audit.

Except as discussed below, we conducted our audit in accordance with auditing standards generally accepted in the United States of America, the 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 are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Borough's internal control over financial reporting. Accordingly, we express no such opinion. An audit also includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.



Honorable Mayor and
Members of the Borough Council
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The Length of Service Awards Program of the Borough of Kenilworth has not been audited, and we were not engaged to audit The Length of Service Awards Program financial statements as part of our audit of the Borough's financial statements.

As described in Note 1, these financial statements were prepared in conformity with the accounting practices prescribed or permitted by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with the modified accrual basis, with certain exceptions, and the budget laws of New Jersey, which practices differ from accounting principles generally accepted in the United States of America. The affect on the financial statements of the variances between the prescribed basis of accounting and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

In our opinion, because of the Borough of Kenilworth's policy to prepare its financial statements on the basis of accounting discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Borough of Kenilworth, New Jersey as of December 31, 2008 and 2007 or the results of its operations for the years then ended.

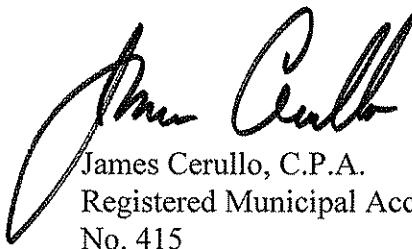
However, in our opinion, the financial statements referred to above, with the exception of the Length of Services Awards Program present fairly, in all material respects, the financial position-regulatory basis of the various funds and account group of the Borough of Kenilworth, New Jersey at December 31, 2008 and 2007, and the results of its operations and the changes in fund balance-regulatory basis of such funds for the years then ended and the statement of revenues-regulatory basis, and statement of expenditures-regulatory basis for the year ended December 31, 2008, on the basis of accounting described in Note 1.

In accordance with Government Auditing Standards, we have also issued a report dated June 22, 2009 on our consideration of the Borough of Kenilworth's, New Jersey internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of our audit.

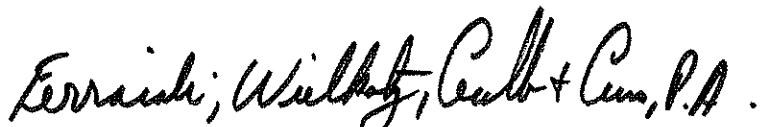


Honorable Mayor and
Members of the Borough Council
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Our audit was for the purpose of forming an opinion on the financial statements taken as a whole. The accompanying supplementary information, schedules and exhibits listed in the table of contents are not required parts of the financial statements, but are presented as additional analytical data, as required by the Division of Local Government Services. This information has been subjected to the tests and other auditing procedures applied in the audit of the financial statements mentioned above and, in our opinion, is fairly stated in all material respects in relation to the financial statements taken as a whole, on the basis of accounting described in Note 1.



James Cerullo, C.P.A.
Registered Municipal Accountant
No. 415



FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A.
Certified Public Accountants



Exhibit A**Borough of Kenilworth , N.J.****Page 1 of 2****Comparative Balance Sheet - Regulatory Basis****Current Fund****December 31, 2008 and 2007**

	<u>Ref.</u>	<u>2008</u>	<u>2007</u>
<u>Assets</u>			
Current Fund:			
Cash	A-4	\$ 2,291,582.15	2,930,356.77
Change Fund	A-6	200.00	200.00
		<u>2,291,782.15</u>	<u>2,930,556.77</u>
Due from State of New Jersey:			
Senior Citizen and Veteran Deductions	A-20	<u>5,935.78</u>	<u>6,481.81</u>
Receivables and Other Assets with Full Reserves:			
Delinquent Taxes Receivable	A-8	239,625.02	268,391.43
Tax Title Liens Receivable	A-9	85,768.16	87,630.46
Property Acquired for Taxes -			
Assessed Valuation	A-10	17,100.00	17,100.00
Revenue Accounts Receivable	A-11	13,269.11	12,496.67
Prepaid Local School Tax	A-18	155,013.38	151,808.38
Interfund Receivables:			
Community Development Fund	A-12	2,381.88	549.02
Dog License Fund	A-12	904.08	903.71
Other Trust Fund	A-12	<u>44,740.95</u>	<u>45,630.56</u>
		<u>558,802.58</u>	<u>584,510.23</u>
Deferred Charges:			
Various Overexpenditures	A-13		<u>55,436.19</u>
		<u>2,856,520.51</u>	<u>3,576,985.00</u>
Federal and State Grant Fund:			
Cash	A-5	78,281.32	99,312.25
Grants Receivable	A-14	<u>293,088.00</u>	<u>294,455.00</u>
		<u>371,369.32</u>	<u>393,767.25</u>
Total Assets		<u>\$ 3,227,889.83</u>	<u>3,970,752.25</u>

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

Exhibit A**Borough of Kenilworth , N.J.****Page 2 of 2****Comparative Balance Sheet - Regulatory Basis****Current Fund****December 31, 2008 and 2007**

	<u>Ref.</u>	<u>2008</u>	<u>2007</u>
Liabilities, Reserves and Fund Balance			
Current Fund:			
Appropriation Reserves	A-3/A-15	368,991.58	154,839.83
Encumbrances Payable	A-16	82,686.59	95,942.78
Prepaid Taxes	A-17	56,891.16	65,869.11
County Taxes Payable	A-19	5,207.01	12,410.26
Interfund - Unemployment Trust Fund	A-12	9,393.28	
Interfund - Assessment Trust Fund	A-12	416.27	480.91
Interfund - General Capital Fund	A-12	41,563.45	86,598.33
Tax Overpayments	A-21	2,476.59	13,242.29
Accounts Payable	A-21	9,558.34	12,639.86
Reserve for:			
Master Plan	A-21	3,007.43	3,007.43
Revaluation of Real Property	A-21	8,525.50	8,525.50
Preparation of Tax Map	A-21	4,826.88	4,826.88
Elevator Inspection Agency Fee	A-21	34,136.00	31,950.00
LOSAP Contributions	A-21	5,720.59	
Purchase of Video Equipment	A-21	2,304.79	2,304.79
Redemption of Outside Liens	A-21		27,123.13
		<u>635,705.46</u>	<u>519,761.10</u>
Reserve for Receivables	Contra	558,802.58	584,510.23
Fund Balance	A-1	<u>1,662,012.47</u>	<u>2,472,713.67</u>
		<u>2,856,520.51</u>	<u>3,576,985.00</u>
Federal and State Grant Fund:			
Appropriated Reserve for Grants	A-22	362,240.78	373,846.62
Unappropriated Reserve for Grants	A-23	9,128.54	9,418.17
Encumbrances Payable	A-24		10,502.46
		<u>371,369.32</u>	<u>393,767.25</u>
Total Liabilities, Reserves and Fund Balance		<u>\$ 3,227,889.83</u>	<u>3,970,752.25</u>

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

Statement of Operations and Changes in Fund Balance - Regulatory Basis

Current Fund

for the Years Ended December 31, 2008 and 2007

	Ref.	2008	2007
Revenues and Other Income:			
Fund Balance Utilized	A-2	\$ 1,521,000.00	1,340,000.00
Miscellaneous Revenue Anticipated	A-2	2,191,332.34	2,679,308.44
Receipts from Delinquent Taxes	A-2	271,657.59	249,192.47
Receipts from Current Taxes	A-2	30,964,140.53	29,857,693.40
Non-Budget Revenue	A-2	215,282.73	369,383.88
Other Credits to Income:			
Unexpended Balance of Appropriation Reserves	A-15	32,119.47	236,546.24
Interfunds Returned	A-12	47,083.29	
Cancelled Accounts Payable			21,995.69
Total Revenues and Other Income		<u>35,242,615.95</u>	<u>34,754,120.12</u>
Expenditures:			
Budget and Emergency Appropriations:			
Operations:			
Salaries and Wages	A-3	4,852,199.15	4,706,413.14
Other Expenses	A-3	6,486,807.12	5,929,028.84
Capital Improvement Fund	A-3	55,000.00	79,500.00
Municipal Debt Service	A-3	895,777.50	901,814.14
Deferred Charges and Statutory Expenditures -			
Municipal	A-3	280,449.23	306,247.87
Local District School Tax	A-18	15,097,627.00	14,761,230.50
County Taxes including Added Taxes	A-19	6,629,050.27	6,387,415.83
Refund of Prior Year Revenues	A-4	32,366.59	
Reserve for Prepaid Local School Taxes	A-18	155,013.38	151,808.38
Interfund Advances	A-12	48,026.91	46,413.65
Total Expenditures		<u>34,532,317.15</u>	<u>33,269,872.35</u>
Excess (Deficit) Revenue Over Expenditures		710,298.80	1,484,247.77
Adjustment to Income Before Fund Balance - Expenditures			
Included above Which are by Statute Deferred			
Charges to Budget of Succeeding Year	A-3/A13		<u>17,445.04</u>
Statutory Excess to Fund Balance		710,298.80	1,501,692.81

Statement of Operations and Changes in Fund Balance - Regulatory Basis

Current Fund

for the Years Ended December 31, 2008 and 2007

	Ref.	2008	2007
	A	<u>2,472,713.67</u>	<u>2,311,020.86</u>
Fund Balance, January 1,		3,183,012.47	3,812,713.67
Decreased by:			
Fund Balance Utilized as Budget Revenue		<u>1,521,000.00</u>	<u>1,340,000.00</u>
Fund Balance, December 31,	A	<u>\$ 1,662,012.47</u>	<u>2,472,713.67</u>

Borough of Kenilworth, N.J.
Statement of Revenues - Regulatory Basis
Current Fund
Year Ended December 31, 2008

	<u>Ref.</u>	<u>Budget</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
	A-1	\$ 1,521,000.00	1,521,000.00	
Fund Balance Anticipated				
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	A-11	18,000.00	18,567.60	567.60
Other	A-2	24,000.00	22,276.00	(1,724.00)
Fees and Permits				
Other	A-2	27,500.00	45,234.25	17,734.25
Fines and Costs:				
Municipal Court	A-11	190,000.00	174,266.96	(15,733.04)
Interest and Costs on Taxes	A-4	75,000.00	85,842.84	10,842.84
Cable T.V. Franchise Taxes	A-11	26,000.00	40,586.27	14,586.27
Video Game Fees	A-11	3,000.00	350.00	(2,650.00)
Trailer Storage Fees	A-11	6,600.00	6,325.00	(275.00)
Uniform Fire Safety Act (Local Fees)	A-11	3,300.00	6,612.00	3,312.00
Energy Receipts Tax	A-11	914,023.00	914,023.00	
Supplemental Energy Receipts Tax	A-11	35,952.00	35,952.00	
Consolidated Municipal Property Tax Relief Aid	A-11	369,245.00	369,245.00	
Uniform Construction Code Fees	A-11	135,000.00	138,500.00	3,500.00
Special Items of General Revenue Anticipated				
With Prior written Consent of Director of Local Government Services:				
Public and Private Revenues:				
Drunk Driving Enforcement Fund	A-14	4,901.25	4,901.25	
Clean Communities Program	A-14	8,234.12	8,234.12	
Alcohol Education and Rehabilitation Fund	A-14	1,296.75	1,296.75	
Municipal Alliance on Alcoholism and Drug Abuse	A-14	16,075.00	16,075.00	
Body Armor Replacement Program	A-14	3,220.17	3,220.17	
Recycling Tonnage Grant	A-14	8,580.83	8,580.83	
Other Special Items:				
Uniform Fire Safety Act	A-11	42,059.15	44,434.92	2,375.77
General Capital Surplus	A-4	95,000.00	95,000.00	
Prior Year Prepaid School Taxes	A	151,808.38	151,808.38	
Total Miscellaneous Revenues	A-1	2,158,795.65	2,191,332.34	32,536.69
Receipts from Delinquent Taxes	A-1/A-2	258,600.51	271,657.59	13,057.08
Subtotal General Revenues		3,938,396.16	3,983,989.93	45,593.77
Amount to be Raised by Taxes for Support of Municipal Budget - Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	A-2	9,456,838.00	10,059,355.26	602,517.26
Budget Totals		13,395,234.16	14,043,345.19	648,111.03
Non-Budget Revenue	A-1/A-2		215,282.73	215,282.73
		\$ 13,395,234.16	14,258,627.92	863,393.76
Adopted Budget	A-3	13,386,653.33		
Appropriated by N.J.S. 40A:4-87	A-3	8,580.83		
		13,395,234.16		

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

Borough of Kenilworth, N.J.
Statement of Revenues - Regulatory Basis
Current Fund
Year Ended December 31, 2008

Analysis of Realized Revenues

	<u>Ref.</u>	
Revenue from Collections	A-1/A-8	\$ 30,964,140.53
Allocated to School and County Taxes	A-8	<u>21,729,785.27</u>
Balance for Support of Municipal Budget Appropriations		9,234,355.26
Add : Appropriation - Reserve for Uncollected Taxes	A-3	<u>825,000.00</u>
Amount for Support of Municipal Budget Appropriations	A-2	\$ <u>10,059,355.26</u>
Receipts from Delinquent Taxes:		
Delinquent Taxes	A-8	264,742.83
Tax Title Liens	A-9	<u>6,914.76</u>
	A-2	\$ <u>271,657.59</u>
Licenses - Other:		
Clerk	A-11	\$ 7,377.00
Police	A-11	100.00
Board of Health	A-11	<u>14,799.00</u>
	A-2	\$ <u>22,276.00</u>
Fees and Permits - Other:		
Clerk	A-11	2,820.00
Police	A-11	5,677.25
Street Opening Fees	A-11	26,450.00
Variances / Tax Searches	A-11	230.00
Building / Zoning Fees	A-11	7,400.00
Board of Health	A-11	<u>2,657.00</u>
	A-2	\$ <u>45,234.25</u>

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

Borough of Kenilworth , N.J.
Statement of Revenues - Regulatory Basis
Current Fund
Year Ended December 31, 2008

Analysis of Non-budget Revenues

	<u>Ref.</u>	
Miscellaneous Revenues Not Anticipated:		
Revenues Accounts Receivable:		
Clerk - Maps , Building Codes , etc.	A-11	\$ 11,051.44
Interest on Investments	A-11	<u>87,112.56</u>
		\$ 98,164.00
Hotel Occupancy Tax		25,121.37
Board of Health Miscellaneous		12.00
Smoke Detector Inspections		1,295.00
Recycling		1,511.87
Senior Citizen & Veteran Deduction Handling Fee		2,607.99
Returned Check Fee		340.00
Duplicate Tax Bills		90.00
DMV Fines		865.34
Copies, Other Miscellaneous Items		1,033.03
Various Reimbursements		<u>84,242.13</u>
	A-4	<u>117,118.73</u>
	A-2	\$ 215,282.73

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

Borough of Kenilworth, N.J.

Statement of Expenditures - Regulatory Basis

Page 1 of 7

Current Fund

Year Ended December 31, 2008

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
Operations - within "CAPS"						
GENERAL GOVERNMENT:						
Mayor and Council		\$ 3,750.00	3,750.00	3,750.00		
Salaries and Wages		2,700.00	3,700.00	3,645.70		54.30
Other Expenses						
Municipal Clerk's Office		163,105.00	158,105.00	157,440.40		664.60
Salaries and Wages		42,275.00	37,775.00	37,390.36		384.64
Other Expenses						
Tax and Finance						
Salaries and Wages		170,000.00	170,000.00	168,575.50		1,424.50
Other Expenses		25,175.00	17,375.00	17,324.33		50.67
Auditing and Accounting Services						
Other Expenses		29,500.00	45,500.00	28,600.00		16,900.00
Assessment of Taxes						
Salaries and Wages		26,635.00	26,635.00	26,633.77		1.23
Other Expenses		6,275.00	2,275.00	371.85		1,903.15
Legal Services						
Other Expenses - Retainer		19,000.00	19,000.00	19,000.00		
Other Expenses		60,000.00	83,400.00	72,412.88		10,987.12
Engineering Services and Costs						
Salaries and Wages		6,900.00	6,900.00	6,825.00		75.00
Other Expenses		42,000.00	42,000.00	35,000.00		7,000.00
Other Expenses		60,000.00	44,000.00	40,404.75		3,595.25
MUNICIPAL LAND USE : (N.J.S. 40:55D-11)						
Planning Board		11,350.00	11,350.00	10,015.47		1,334.53
Other Expenses						
INSURANCE:						
Other Insurance Premiums		338,326.00	338,326.00	313,231.19		25,094.81
Employee Group Health Insurance		1,403,698.00	1,403,698.00	1,304,111.29		99,586.71
Unemployment Compensation Insurance		30,000.00	30,000.00	30,000.00		
Municipal Court:						
Salaries and Wages		117,885.00	137,885.00	135,056.72		2,828.28
Other Expenses		12,555.00	12,555.00	10,942.52		1,612.48

Borough of Kenilworth, N.J.

Statement of Expenditures - Regulatory Basis

Page 2 of 7

Current Fund

Year Ended December 31, 2008

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
Public Defender		5,000.00	5,000.00			5,000.00
PUBLIC SAFETY:						
Police		2,840,400.00	2,865,400.00	2,859,136.84		6,263.16
Salaries and Wages		139,532.00	133,732.00	132,732.61		999.39
Other Expenses						
Traffic Control and School Crossing Guards						
Salaries and Wages		186,535.00	174,035.00	173,826.00		209.00
Other Expenses		29,475.00	21,475.00	20,855.33		619.67
Emergency Management Services						
Other Expenses						
Contribution to First Aid/Rescue Squad		3,000.00	2,000.00	504.59		1,495.41
Inspection of Oil Burners		15,000.00	15,000.00	15,000.00		
Salaries and Wages						
Fire		300.00	300.00			300.00
Salaries and Wages		7,500.00	7,500.00	3,850.00		3,650.00
Other Expenses		328,474.00	322,474.00	322,055.33		418.67
Fire Prevention Bureau						
Salaries and Wages		41,269.15	45,819.15	45,810.61		8.54
Other Expenses		790.00	1,640.00	1,628.02		11.98
Borough Prosecutor						
Salaries and Wages		11,500.00	11,500.00	11,500.00		
PUBLIC WORKS FUNCTIONS:						
Road Repairs and Maintenance						
Salaries and Wages		760,000.00	721,750.00	719,043.04		2,706.96
Other Expenses		67,275.00	60,025.00	59,984.85		40.15
Snow Removal						
Other Expenses		10,000.00	14,050.00	13,430.05		619.95
SANITATION:						
Garbage and Trash Removal						
Salaries and Wages		195,000.00	187,000.00	186,636.48		363.52
Other Expenses		33,015.00	27,865.00	25,361.40		2,503.60
Recycling						
Other Expenses		191,619.00	180,619.00	178,905.70		1,713.30

Borough of Kenilworth, N.J.

Statement of Expenditures - Regulatory Basis

Page 3 of 7

Current Fund

Year Ended December 31, 2008

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
Public Buildings and Grounds						
Salaries and Wages		59,650.00	56,650.00	53,128.32	3,521.68	
Other Expenses		56,250.00	42,550.00	42,548.41	1.59	
Sewer System						
Other Expenses		20,000.00	18,000.00	11,182.50	6,817.50	
Shade Trees						
Other Expenses		20,700.00	24,700.00	24,700.00		
Parks						
Other Expenses		5,400.00	3,400.00	2,502.60	897.40	
HEALTH AND WELFARE:						
Board of Health						
Salaries and Wages		80,150.00	76,150.00	63,661.89	12,488.11	
Other Expenses		23,580.00	23,580.00	23,404.98	175.02	
Other Expenses - Nursing Services		7,500.00	7,500.00	7,500.00		
Dog and Cat Regulation						
Other Expenses		11,000.00	17,000.00	15,671.41	1,328.59	
Administration of Public Assistance						
Salaries and Wages		14,000.00	14,000.00	13,888.06	111.94	
Other Expenses		2,850.00	2,150.00	841.60	1,308.40	
Senior Citizens' Transportation						
Salaries and Wages		20,000.00	20,000.00	18,802.37	1,197.63	
Other Expenses		1,000.00	1,100.00	1,064.32	35.68	
Senior Citizen Director						
Salaries and Wages		6,000.00	6,000.00	6,000.00		
Other Expenses		6,300.00	7,450.00	7,420.85	29.15	
RECREATION AND EDUCATION:						
Parks and Playgrounds						
Salaries and Wages		20,000.00	20,000.00	11,322.06	8,677.94	
Other Expenses		35,900.00	34,250.00	34,22.33	27.67	
Celebration of Public Events Anniversary or Holiday						
Other Expenses		10,800.00	11,450.00	11,387.56	62.44	
OTHER COMMON OPERATING FUNCTIONS:						

Borough of Kenilworth, N.J.

Statement of Expenditures - Regulatory Basis

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Current Fund

Year Ended December 31, 2008

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
Beautification		1,800.00	1,800.00	86.67		1,713.33
Other Expenses						
UNIFORM CONSTRUCTION CODE:						
Construction Code Official						
Salaries and Wages		66,560.00	66,560.00	64,786.47		1,773.53
Other Expenses		5,100.00	8,000.00	7,471.43		528.57
Building Inspector						
Salaries and Wages		27,650.00	24,750.00	24,750.00		
Plumbing Inspector						
Salaries and Wages		14,000.00	14,000.00	13,651.31		348.69
Other Expenses		200.00	200.00	76.50		123.50
Electrical Inspector						
Salaries and Wages		13,000.00	13,000.00	12,868.25		131.75
Other Expenses		200.00	200.00	140.00		60.00
Fire Protection Official						
Salaries and Wages		14,000.00	14,000.00	13,413.29		586.71
Other Expenses		200.00	200.00	83.43		116.57
Zoning Enforcement Officer						
Salaries and Wages		5,500.00	5,500.00	5,500.00		
Other Expenses		200.00	200.00	85.20		114.80
Housing Inspector						
Salaries and Wages		10.00	10.00	10.00		
UNCLASSIFIED:						
Utility Expenses/Bulk Purchases						
Utilities		279,486.00	304,486.00	299,844.08		4,641.92
Street Lighting		103,000.00	129,500.00	118,679.28		10,820.72
Fire Hydrant Service		125,000.00	132,750.00	122,267.04		10,482.96
Solid Waste Disposal Costs		300,000.00	301,300.00	284,119.36		17,180.64
Total Operations within "CAPS"		8,793,799.15	8,793,799.15	8,508,064.15		285,735.00
Total Operations Including Contingent within "CAPS"		8,793,799.15	8,793,799.15	8,508,064.15		285,735.00

Borough of Kenilworth, N.J.

Statement of Expenditures - Regulatory Basis

Current Fund

Year Ended December 31, 2008

Exhibit A-3

Page 5 of 7

<u>General Appropriations</u>	<u>Ref.</u>	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
Detail:						
Salaries and Wages	A-1	4,876,299.15	4,852,199.15	4,799,856.38	52,342.77	
Other Expenses	A-1	3,917,500.00	3,941,600.00	3,708,207.77	233,392.23	
PROOF:		<u>8,793,799.15</u>	<u>8,793,799.15</u>	<u>8,508,064.15</u>	<u>285,735.00</u>	
Deferred Charges and Statutory Expenditures - Municipal within "CAPS"						
Deferred Charges		28,006.24	28,006.24	28,006.24		
Overexpenditure of Appropriation Reserves		8,454.25	8,454.25	8,454.25		
Overexpenditure Reserve for Grants		1,530.86	1,530.86	1,530.66		
Overexpenditure of Grants Appropriated		17,445.04	17,445.04	17,445.04		
Overexpenditure of Appropriations		5,014.00	5,014.00	5,013.04		
Overexpenditure of Community Dev. Block Grant						
Statutory Expenditures						
Contribution to:						
Social Security System (O.A.S.I.)		220,000.00	220,000.00	214,813.58	5,186.42	
Total Deferred Charged and Statutory Expenditures - Municipal within "CAPS"	A-1	<u>280,450.39</u>	<u>280,450.39</u>	<u>275,262.81</u>	<u>5,186.42</u>	<u>1.16</u>
Total General Appropriations for Municipal Purposes within "CAPS"						
Operations - Excluded from "CAPS"						
Maintenance of Free Public Library (P.L. 1985, Ch. 82-541)						
Rahway Valley Sewer Authority						
Share of Costs						
Emergency Services Volunteer Length of Services						
Award Program (P.L. 1997, c.388)		53,000.00	53,000.00	53,000.00		
Public Employees' Retirement System of NJ		119,367.00	119,367.00	119,367.00		
Police and Firemen's Retirement System of NJ		567,637.00	567,637.00	567,637.00		
Public and Private Programs Offset by Revenues						
Clean Communities Program						
Union County Municipal Alliance Grant Program						
State Share						
Municipal Share						
Drunk Driving Enforcement Fund - Police						

Borough of Kenilworth, N.J.

Statement of Expenditures - Regulatory Basis

Current Fund

Year Ended December 31, 2008

General Appropriations	Ref.	Budget	Budget After Modification	Paid or Charged	Reserved	Unexpended Balance Cancelled
Alcohol Education and Rehab. Fund - Municipal Court		1,296.75	1,296.75			1,296.75
Recycling Tonnage Grant		8,580.83	8,580.83			8,580.83
N.J. Division of Criminal Justice - Body Armor Grant		3,220.17	3,220.17			3,220.17
Total Operations - Excluded from "CAPS"		<u>2,545,207.12</u>	<u>2,545,207.12</u>	<u>2,472,136.96</u>	<u>73,070.16</u>	
Detail:						
Salaries & Wages	A-1	2,545,207.12	<u>2,545,207.12</u>	<u>2,472,136.96</u>	<u>73,070.16</u>	
Other Expenses	A-1	<u>2,545,207.12</u>	<u>2,545,207.12</u>	<u>2,472,136.96</u>	<u>73,070.16</u>	
Capital Improvements:						
Capital Improvement Fund		50,000.00	50,000.00	50,000.00		50,000.00
Purchase of Video Equipment		5,000.00	5,000.00	5,000.00		5,000.00
Total Capital Improvements Excluded from "CAPS"	A-1	<u>55,000.00</u>	<u>55,000.00</u>	<u>50,000.00</u>	<u>5,000.00</u>	
Municipal Debt Service:						
Payment of Bond Principal		630,000.00	630,000.00	630,000.00		630,000.00
Interest on Bonds		265,777.50	265,777.50	265,777.50		265,777.50
Total Municipal Debt Service-Excluded from "CAPS"	A-1	<u>895,777.50</u>	<u>895,777.50</u>	<u>895,777.50</u>	<u>895,777.50</u>	
Total General Appropriations for Municipal Purposes Excluded from "CAPS"		<u>3,495,984.62</u>	<u>3,495,984.62</u>	<u>3,417,914.46</u>	<u>78,070.16</u>	
Subtotal General Appropriations		<u>12,570,234.16</u>	<u>12,570,234.16</u>	<u>12,201,241.42</u>	<u>368,991.58</u>	<u>1.16</u>
Reserve for Uncollected Taxes		<u>825,000.00</u>	<u>825,000.00</u>	<u>825,000.00</u>	<u>825,000.00</u>	
Total General Appropriations		<u>\$ 13,395,234.16</u>	<u>13,395,234.16</u>	<u>13,026,241.42</u>	<u>368,991.58</u>	<u>1.16</u>
				<u>A-2</u>	<u>A</u>	
Adopted Budget	A-2					
Appropriated by N.J.S. 40A:4-87	A-2					
		<u>13,386,653.33</u>	<u>8,580.83</u>			
		<u>13,395,234.16</u>	<u>8,580.83</u>			

Exhibit A-3

Borough of Kenilworth, N.J.

Statement of Expenditures - Regulatory Basis

Current Fund

Year Ended December 31, 2008

General Appropriations	Ref.	Budget	Budget	Paid or	Unexpended
		After	Modification	Charged	Balance Cancelled
Cash Disbursed	A-4				12,020,810.52
Various Deferred Charges	A-14				55,436.19
Encumbrances Payable	A-16				82,686.59
Reserve for Uncollected Taxes	A-2				825,000.00
Reserve for Grants	A-22				42,308.12
					<u><u>\$ 13,026,241.42</u></u>

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

Borough of Kenilworth , N.J.
Comparative Balance Sheet - Regulatory Basis

Trust Funds

December 31, 2008 and 2007

	<u>Ref.</u>	<u>2008</u>	<u>2007</u>
<u>Assets</u>			
Assessment Fund:			
Cash	B-2/B-3	\$ 251,188.64	139,153.34
Assessments Receivable	B-4	260,411.02	37,225.51
Interfund - Current Fund	B-8	416.27	480.91
Prospective Assessments Funded	B-5	87,750.91	
		<u>512,015.93</u>	<u>264,610.67</u>
Dog License Fund:			
Cash	B-2	<u>5,775.68</u>	<u>4,155.51</u>
		<u>5,775.68</u>	<u>4,155.51</u>
Other Trust Funds:			
Cash - Other	B-2	676,035.88	699,203.09
Cash - Community Development	B-2	9,413.91	
Cash - Unemployment Insurance	B-2	40,582.10	
Cash - Payroll	B-2	5,431.05	
Due from Union County Comm. Develop.	B-7	15,431.65	17,186.62
Overexpenditure of CDBG Reserve			5,013.04
Interfund - Current Fund	B-8	9,393.28	9,393.28
		<u>756,287.87</u>	<u>730,796.03</u>
Emergency Services Volunteer Length of Service Award Program: (Unaudited)			
Cash in Plan	B-2	231,522.61	283,344.58
Contributions Receivable	B-17	<u>42,550.00</u>	<u>47,150.00</u>
		<u>274,072.61</u>	<u>330,494.58</u>
Total Assets		<u>\$ 1,548,152.09</u>	<u>1,330,056.79</u>

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

Borough of Kenilworth, N.J.

Comparative Balance Sheet - Regulatory Basis

Page 2 of 2

Trust Funds

December 31, 2008 and 2007

<u>Liabilities, Reserves & Fund Balance</u>	Ref.	2008	2007
Assessment Fund:			
Interfund - General Capital Fund	B-8	\$ 384,821.36	58,784.90
Assessment Overpayments		3.97	3.97
Reserve for Assessments and Liens	B-9	24,054.02	118,186.25
Fund Balance	B-1	103,136.58	87,635.55
		<u>512,015.93</u>	<u>264,610.67</u>
Dog License Fund:			
Interfund - Current Fund	B-8	904.08	903.71
Reserve for Dog Fund Expenditures	B-10	4,871.60	3,251.80
		<u>5,775.68</u>	<u>4,155.51</u>
Other Trust Fund:			
Interfund - Current Fund (Community Dev.)	B-8	2,381.88	549.02
Interfund - Current Fund (Other)	B-8	44,740.95	55,023.84
Tax Sale Premiums	B-12	69,200.00	133,300.00
State Building Surcharge Fees	B-12	2,913.00	2,789.00
Conservation Fund	B-12	88.37	88.37
Performance Deposits	B-12	6,033.00	6,033.00
Inflow Infiltration	B-12	57,919.00	57,919.00
Reserve for Police Radios, Vests & Weapons	B-12	189.62	189.62
Traffic Light Maintenance Fund	B-12	486.09	486.09
Donations for Police Equipment	B-12	2,982.59	17,597.88
Forfeited Funds Police - County	B-12	207,904.07	104,363.60
Forfeited Funds Police - Federal	B-12	4,949.37	4,949.37
Due to State - Marriage Surcharge Fees	B-12	325.00	65.00
Due to State - Burial Permit Fees	B-12	50.00	
Municipal Court - P.O.A.A.	B-12	92.90	(95.10)
Recreation Donations - Tennis	B-12	825.00	125.00
Paving and Sewer Maintenance Escrow	B-12	7,482.50	7,482.50
Escrow Deposits	B-12	150,374.73	181,261.64
Fire Prevention Penalties	B-12	7,050.00	250.00
Municipal Alliance Donations	B-12	729.85	729.85
Pride in Kenilworth Donations	B-12	7,847.39	12,401.37
Street Opening Deposits	B-12	4,000.00	4,000.00
Building Department Escrow Deposits	B-12	9,500.00	9,500.00
County Environmental Health Act	B-12	17,685.35	17,685.35
Kenilworth Wrestling Club	B-12	1,927.04	6,239.39
Public Defender Fees	B-12	2,393.00	4,408.00
Outside Police Duty	B-12	52,533.40	37,499.14
Board of Health Clinics	B-12	17,144.08	11,481.95
Donations for National Night Out	B-12	25.00	25.00
Tase Grant	B-12	1,923.00	1,923.00
Centennial	B-12	3,165.48	9,359.48
Unidentified	B-12	56.93	56.93
Payroll Deductions Payable	B-13	5,431.05	6,033.82
Reserve for:			
Community Development	B-14	10,275.57	12,553.61
Unemployment Insurance	B-15	49,975.38	18,834.03
Beatification	B-16	2,484.00	2,484.00
Youth Commission	B-16	3,037.53	3,037.53
Park Revitalization	B-16	165.75	165.75
		<u>756,287.87</u>	<u>730,796.03</u>
Emergency Services Volunteer Length of Service Award Program: (Unaudited)			
Net Assets Available for Benefits	B-18	\$ 274,072.61	330,494.58
		<u>274,072.61</u>	<u>330,494.58</u>
Total Liabilities, Reserves & Fund Balance		\$ 1,548,152.09	1,330,056.79

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

Exhibit B-1

Borough of Kenilworth , N.J.

Schedule of Fund Balance - Regulatory Basis

Assessment Trust Fund

Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007	B	\$ 87,635.55
Increased by:		
Collection of Unpledged Assessments	B-4	<u>15,501.03</u>
Balance - December 31, 2008	B	<u>\$ 103,136.58</u>

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

Borough of Kenilworth , N.J.

Comparative Balance Sheet - Regulatory Basis

General Capital Fund

December 31, 2008 and 2007

<u>Assets</u>	Ref.	2008	2007
Cash	C-2/C-3	\$ 1,268,910.86	376,176.35
Due from State of New Jersey - Transportation Trust Fund	C-4	246,750.00	233,295.00
Due from Union County Community Development	C-4	84,942.00	84,942.00
Due from Borough of Roselle Park	C-4	11,833.72	11,833.72
Deferred Charges to Future Taxation: Funded	C-5	6,065,000.00	6,695,000.00
Unfunded	C-6	2,704,698.09	2,094,534.55
Prospective Assessments Raised by Taxation	C-7	3,050.00	14,230.00
Due from Assessment Trust Fund	C-8	384,821.36	58,784.90
Due from Current Fund	C-9	<u>41,563.45</u>	<u>86,598.33</u>
 Total Assets		 <u>\$ 10,811,569.48</u>	 <u>9,655,394.85</u>
 <u>Liabilities, Reserves and Fund Balance</u>			
General Serial Bonds	C-10	6,065,000.00	6,695,000.00
Bond Anticipation Notes	C-11	2,119,855.00	
Improvement Authorizations: Funded	C-12	838,015.11	787,299.02
Unfunded	C-12	1,695,677.69	1,910,495.86
Capital Improvement Fund	C-13	29,568.81	2,368.81
Contracts Payable	C-14		116,445.64
Reserve for: Preliminary Improvement Costs- Drainage Facilities	C-15	5,973.00	5,973.00
Various Improvements	C-16	16,490.00	16,490.00
Prospective Assessments Raised by Taxation	Contra	3,050.00	14,230.00
Fund Balance	C-1	<u>37,939.87</u>	<u>107,092.52</u>
 Total Liabilities, Reserves and Fund Balance		 <u>\$ 10,811,569.48</u>	 <u>9,655,394.85</u>

Footnote: There was Authorized but not Issued Debt at December 31, 2008 of \$821,200.09 per Exhibit C-17.

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

Borough of Kenilworth , N.J.

Statement of Changes in Fund Balance - Regulatory Basis

General Capital Fund

Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007	C	\$ 107,092.52
Increased by:		
Cancelled Contracts Payable	C-14	<u>34,425.35</u>
		<u>141,517.87</u>
Decreased by:		
Appropriated to 2008 Budget Revenue	C-2	95,000.00
Appropriated to Finance Improvement		
Authorization	C-12	<u>8,578.00</u>
		<u>103,578.00</u>
Balance - December 31, 2008	C/C-3	<u>\$ 37,939.87</u>

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

Exhibit E

Borough of Kenilworth , N.J.

Comparative Balance Sheet - Regulatory Basis

Public Assistance Fund

December 31, 2008 and 2007

	<u>Ref.</u>		<u>2008</u>	<u>2007</u>
<u>Assets</u>				
Cash - Public Assistance	E-1	\$ 9,140.67	2,286.46	
Cash - Community Fund	E-7	2,573.54	758.54	
Due from State of New Jersey			718.55	
Total Assets		\$ 11,714.21	3,763.55	
<u>Liabilities</u>				
Reserve for Public Assistance	E-6	9,140.67	3,005.01	
Reserve for Community Fund	E-7	2,573.54	758.54	
Total Liabilities		\$ 11,714.21	3,763.55	

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

GENERAL FIXED ASSET ACCOUNT GROUP

Exhibit F

Borough of Kenilworth , N.J.

Comparative Statement of General Fixed Assets

December 31, 2008 and 2007

	2008	2007
<u>General Fixed Assets:</u>		
Land	\$ 4,517,100.00	\$ 4,588,500.00
Buildings	1,934,500.00	1,934,500.00
Machinery and Equipment	<u>5,020,070.53</u>	<u>4,185,183.05</u>
	<u>\$ 11,471,670.53</u>	<u>\$ 10,708,183.05</u>
Investment in Fixed Assets	<u>\$ 11,471,670.53</u>	<u>\$ 10,708,183.05</u>

See accompanying notes to financial statements.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

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

The financial statements of the Borough of Kenilworth have been prepared in conformity with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division") which is a comprehensive basis of accounting other than generally accepted accounting principles. 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 Borough accounts for its financial transactions through the following separate funds which differ from the fund structure required by GAAP.

A. Reporting Entity

The Borough of Kenilworth (the "Borough") operates under a Mayor/Council form of government. The Borough's major operations include public safety, road repair and maintenance, sanitation, fire protection, recreation and parks, health services, and general administrative services.

GASB has issued Statement No. 14 which requires the financial reporting entity to include both the primary government and those component units for which the primary government is financially accountable. Financial accountability is defined as appointment of a voting majority of the component unit's board, and either a) the ability to impose will by the primary government, or b) the possibility that the component unit will provide a financial benefit to or impose a financial burden on the primary government.

However, the municipalities in the State of New Jersey do not prepare financial statements in accordance with GAAP and thus do not comply with all of the GASB pronouncements. The financial statements contained herein include only those boards, bodies, officers or commissions as required by NJS 40A:5-5. Accordingly, the financial statements of the Borough do not include the Volunteer Fire Department, First Aid Squad and the Free Public Library which is considered component units under GAAP. Complete financial statements of the above components can be obtained by contacting the Treasurer of the respective entity.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)

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

The Borough uses funds, as required by the Division, to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial administration by segregating transactions related to certain Borough functions or activities. An account group, on the other hand, is designed to provide accountability for certain assets and liabilities that are not recorded in those Funds.

The Borough has the following funds:

Current Fund - This fund accounts for resources and expenditures for governmental operations of a general nature, including Federal and State grants.

Trust Funds - Trust Funds are used to account for assets held by the government in a trustee capacity. Funds held by the Borough as an agent for individual, private organizations, or other governments are recorded in the Trust Funds.

Assessment Trust - This fund deals with the handling of special assessment levies against property for the cost of an improvement, the whole or a part of which costs are levied against the property receiving the benefit.

Other Trust Fund - This fund is established to account for the assets and resources which are also held by the Borough as a trustee or agent for individuals, private organizations, other governments and/or other funds.

Dog License Fund - This fund is used to account for fees collected from dog licenses and expenditures which are regulated by NJS 4:19-15.11.

Emergency Services Volunteer Length of Service Award Program - This fund is used to account for the cumulative payments to participant's in the emergency services volunteer length of service award program including any income, gains, losses or increases or decreases in market value attributable to the investment of the participant's length of service awards.

General Capital Fund - This fund is used to account for the receipt and disbursement of funds used for acquisition or improvement of general capital facilities, other than those acquired in the Current Fund.

Public Assistance Fund - This fund is used to account for the receipt and disbursement of funds that provide assistance to certain residents of the Borough pursuant to Title 44 of New Jersey Statutes.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)

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

General Fixed Asset Account Group - To account for all fixed assets of the Borough. The Borough's infrastructure is not reported in the group.

Basis of Accounting

A modified accrual basis of accounting is followed by the Borough of Kenilworth. Under this method of accounting revenues, except State/Federal Aid, are recognized when received and expenditures are recorded, when incurred. The accounting principles and practices prescribed for municipalities by the Division differ in certain respects from generally accepted accounting principles (GAAP) applicable to local government units. The more significant differences are as follows:

Property Tax Revenues - Real property taxes are assessed locally, based upon the assessed value of the property. The tax bill includes a levy for Municipal, County, and School purposes. The bills are mailed annually in June for that calendar year's levy. Taxes are payable in four quarterly installments on February 1, May 1, August 1, and November 1. The amounts of the first and second installments are determined as one quarter of the total tax levied against the property for the preceding year. The installment due the third and fourth quarters is determined by taking the current year levy less the amount previously charged for the first and second installments, with the remainder being divided equally. If unpaid on these dates, the amount due becomes delinquent and subject to interest at 8% per annum, or 18% on any delinquency amount in excess of \$1,500. The school levy is turned over to the Board of Education as expenditures are incurred, and the balance, if any, must be transferred as of June 30, of each fiscal year. County taxes are paid quarterly on February 15, May 15, August 15 and November 15, to the County by the Borough. When unpaid taxes or any municipal lien, or part thereof, on real property, remains in arrears on April first in the year following the calendar year levy when the same became in arrears, the collector in the municipality shall subject to the provisions of the New Jersey Statutes enforce the lien by placing the property on a tax sale. Annual in rem tax foreclosure proceedings are instituted to enforce the tax collection or acquisition of title to the property by the Borough. In accordance with the accounting principles prescribed by the State of New Jersey, current and delinquent taxes are realized as revenue when collected. Since delinquent taxes and liens are fully reserved, no provision has been made to estimate that portion of the taxes receivable and tax title liens that are uncollectible. GAAP requires property tax revenues to be recognized in the accounting period when they become susceptible to accrual, reduced by an allowance for doubtful accounts.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)

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

Basis of Accounting, (continued)

Miscellaneous Revenues - Miscellaneous revenues are recognized on a cash basis. Receivables for the miscellaneous items that are susceptible to accrual are recorded with offsetting reserves on the balance sheet of the Borough's Current Fund. GAAP requires such revenues to be recognized in the accounting period when they become susceptible to accrual.

Grant Revenues - Federal and State grants, entitlements or shared revenues received for purposes normally financed through the Current Fund are recognized when anticipated in the Borough's budget. GAAP requires such revenues to be recognized in the accounting period when they become susceptible to accrual.

Budgets and Budgetary Accounting - An annual budget is required to be adopted and integrated into the accounting system to provide budgetary control over revenues and expenditures for the current fund. Budget amounts presented in the accompanying financial statements represent amounts adopted by the Borough and approved by the State Division of Local Government Services per N.J.S.A. 40A:4 et seq.

The Borough is not required to adopt budgets for the following funds:

General Capital Fund	Trust Funds
Public Assistance Fund	

The governing body shall introduce and approve the annual budget not later than February 10, of the fiscal year. The budget shall be adopted not later than March 20, and prior to adoption must be certified by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. The Director of the Division of Local Government Services, with the approval of the Local Finance Board may extend the introduction and approval and adoption dates of the municipal budget. The budget is prepared by fund, function, activity and line item (salary or other expense) and includes information on the previous year. The legal level of control for appropriations is exercised at the individual line item level for all operating budgets adopted. Emergency appropriations, those made after the adoption of the budget and determination of the tax rate, may be authorized by the governing body of the municipality. During the last two months of the fiscal year, the governing body may, by a 2/3 vote, amend the budget through line item transfers. Management has no authority to amend the budget without the approval of the Governing Body. Expenditures may not legally exceed budgeted appropriations at the line item level. During 2008, the Borough increased the original budget by \$8,580.83. The increase was funded by \$8,580.83 of additional grants awarded to the Borough. In addition, several budget transfers were approved by the governing body.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)

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

Basis of Accounting, (continued)

Expenditures - Are recorded on the "budgetary" basis of accounting. Generally, expenditures are recorded when an amount is encumbered for goods or services through the issuance of a purchase order in conjunction with an encumbrance accounting system. Outstanding encumbrances at December 31, are reported as a cash liability in the financial statements. Unexpended or uncommitted appropriations, at December 31, are reported as expenditures through the establishment of appropriation reserves unless canceled by the governing body. 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 - Contractual orders outstanding at December 31, are reported as expenditures through the establishment of an encumbrance payable. Encumbrances do not constitute expenditures under GAAP.

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 vacation and sick 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 - Is recorded in the Current Fund at the assessed valuation when such property was acquired and fully reserved. GAAP requires such property to be recorded in the General Fixed Assets Account Group at market value on the date of acquisition.

Interfunds - Interfund receivables in the Current Fund are recorded with offsetting reserves which are created by charges to operations. Income is recognized in the year the receivables are liquidated. Interfund receivables in the other funds are not offset by reserves. GAAP does not require the establishment of an offsetting reserve.

Inventories - The costs of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The costs of inventories are not included on the various balance sheets.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)

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

Basis of Accounting, (continued)

Cash and Investments - Cash includes amounts in demand deposits as well as short-term investments with a maturity date within one year of the date acquired by the government. Investments are stated at costs which approximates fair value and are limited by N.J.S.A. 40A:5-15.1(a).

Deferred Charges to Future Taxation Funded and Unfunded - Upon the authorization of capital projects, the Borough establishes deferred charges for the costs of the capital projects to be raised by future taxation. Funded deferred charges relate to permanent debt issued, whereas unfunded deferred charges relate to temporary or nonfunding of the authorized cost of capital projects. According to N.J.S.A. 40A:2-4, the Borough may levy taxes on all taxable property within the local unit to repay the debt. Annually, the Borough raises the debt requirements for that particular year in the current budget. As the funds are raised by taxation, the deferred charges are reduced.

Fixed Assets - The Borough of Kenilworth has developed a fixed assets accounting and reporting system as promulgated by the Division of Local Government Services which differs in certain respects from generally accepted accounting principles.

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

All fixed assets are valued at historical cost or estimated historical cost if actual cost is not available.

No depreciation has been provided for in the financial statements.

Expenditures for construction in progress are recorded in the Capital Funds until such time as the construction is completed and put into operation.

GAAP requires that fixed assets be capitalized at historical or estimated historical cost if actual historical cost is not available.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)

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

Basis of Accounting, (continued)

Use of Estimates - The preparation of financial statements requires management of the Borough to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Accordingly, actual results could differ from those estimates.

Comparative Data - Comparative data for the prior year has been presented in the accompanying balance sheets and statements of operations in order to provide an understanding of changes in the Borough's financial position and operations. However, comparative data have not been presented in all statements because their inclusion would make certain statements unduly complex and difficult to understand.

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 Borough presents the financial statements listed in the table of contents which are required by the Division 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.

NOTE 2. CASH, CASH EQUIVALENTS AND INVESTMENTS

Cash

Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The Borough's policy is based on New Jersey Statutes requiring cash be deposited only in New Jersey based banking institutions that participate in 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. As of December 31, 2008, \$-0- of the Borough's bank balance of \$4,882,942.44 was exposed to custodial credit risk.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 2. CASH, CASH EQUIVALENTS AND INVESTMENTS, (continued)

Investments

Investment Rate Risk

The Borough does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. However, New Jersey Statutes 40A:5-15.1(a) limits the length of time for most investments to 397 days.

Credit Risk

New Jersey Statutes 40A:5-15.1(a) limits municipal investments to those specified in the Statutes. The type of allowance investments are Bonds of the United States of America, bonds or other obligations of the towns or bonds or other obligations of the local unit or units within which the town is located: obligations of federal agencies not exceeding 397 days; government money market mutual funds; the State of New Jersey Cash Management Plan; local government investment pools; or repurchase of fully collateralized securities.

New Jersey Cash Management Fund - all investments in the Fund are governed by the regulations of the Investment Council, which prescribe specific standards designed to insure the quality of investments and to minimize the risks related to investments. In all the years of the Division of Investment's existence, the Division has never suffered a default of principal or interest on any short-term security held by it due to the bankruptcy of a securities issuer; nevertheless, the possibility always exists, and for this reason a reserve is being accumulated as additional protection for the "Other-than-State" participants. In addition to the Council regulations, the Division sets further standards for specific investments and monitors the credit of all eligible securities issuers on a regular basis.

As of December 31, 2008, the Borough had \$1,129,850.75 on deposit with the New Jersey Cash Management Fund.

Concentration of Credit Risk

The Borough places no limit on the amount the Borough may invest in any one issuer.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 2. CASH, CASH EQUIVALENTS AND INVESTMENTS, (continued)

Unaudited Investments

As more fully described in Note 14, the Borough has created a Length of Service Award Program (LOSAP) for emergency service volunteers. The LOSAP investments are similar to those allowed in a deferred compensation program as specified in NJSA 43:15B-1 et. seq. except that all investments are retained in the name of the Borough. All investments are valued at fair value. In accordance with NJAC 5:30-14.37, the investments are maintained by Lincoln Financial Group, which is an authorized provider approved by the Division of Local Government Services. The balance in the account on December 31, 2008 and 2007 amounted to \$231,522.61 and \$283,344.58, respectively.

The following investments represent 5% or more of the total invested with Lincoln Financial Group on December 31, 2008 and 2007:

	<u>2008</u>	<u>2007</u>
Money Market	\$51,347.97	\$52,559.42
Fixed	43,179.25	36,672.66
Growth	75,784.26	112,704.78
Growth and Income	28,015.89	40,259.52
All Others	<u>33,195.24</u>	<u>41,148.20</u>
Total	<u>\$231,522.61</u>	<u>\$283,344.58</u>

NOTE 3. MUNICIPAL DEBT

Long-term debt as of December 31, 2008 consisted of the following:

	<u>Balance</u> <u>Dec. 31, 2007</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending</u> <u>Balance</u>	<u>Amounts</u> <u>Due</u> <u>Within</u> <u>One Year</u>
Bonds Payable - General Obligation Debt	\$6,695,000.00	\$	\$630,000.00	\$6,065,000.00	\$650,000.00
Other Liabilities - Compensated Absences Payable	<u>613,131.43</u>	<u>116,930.05</u>	<u>51,368.52</u>	<u>678,692.96</u>	
	<u>\$7,308,131.43</u>	<u>\$116,930.05</u>	<u>\$681,368.52</u>	<u>\$6,743,692.96</u>	<u>\$650,000.00</u>

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 3. MUNICIPAL DEBT, (continued)

Summary of Municipal Debt

The Local Bond Law governs the issuance of bonds and notes to finance capital expenditures. General obligation bonds have been issued for the general capital fund. All bonds are retired in serial installments within the statutory period of usefulness. Bonds issued by the Borough are general obligation bonds, backed by the full faith and credit of the Borough. Bond anticipation notes, which are issued to temporarily finance capital projects, must be paid off within ten years and five months or retired by the issuance of bonds.

Summary of Municipal Debt, (continued)

The Borough's debt is summarized as follows:

	<u>Year 2008</u>	<u>Year 2007</u>	<u>Year 2006</u>
<u>Issued:</u>			
General:			
Bonds and Notes	<u>\$8,184,855.00</u>	<u>\$6,695,000.00</u>	<u>\$6,339,350.00</u>
Total Issued	<u>8,184,855.00</u>	<u>6,695,000.00</u>	<u>6,339,350.00</u>
<u>Less:</u>			
Funds Temporarily Held to Pay			
Bonds and Notes	<u>8,184,855.00</u>	<u>6,695,000.00</u>	<u>6,338,445.00</u>
<u>Authorized But Not Issued</u>			
General:			
Bonds and Notes	<u>584,843.09</u>	<u>2,094,534.55</u>	<u>1,489,737.93</u>
Assessment:			
Bonds and Notes	<u>236,357.00</u>	<u>6,790.17</u>	<u>14,393.79</u>
Total Authorized But Not Issued	<u>821,200.09</u>	<u>2,101,324.72</u>	<u>1,504,131.72</u>
Net Bonds and Notes Issued and			
Authorized But Not Issued	<u>\$9,006,055.09</u>	<u>\$8,796,324.72</u>	<u>\$7,842,576.72</u>

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 3. MUNICIPAL DEBT, (continued)

Summary of Statutory Debt Condition - Annual Debt Statements

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 .47%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local School District Debt	\$16,015,000.00	\$16,015,000.00	\$0.00
General Debt	<u>9,006,055.09</u>	<u>16,015,000.00</u>	<u>9,006,055.09</u>
	<u>\$25,021,055.09</u>	<u>\$16,015,000.00</u>	<u>\$9,006,055.09</u>

Net Debt \$9,006,055.09 divided by Equalized Valuation Basis per N.J.S. 40A:2-2 as amended, \$1,915,578,887.00 equals .47%.

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

3 1/2% of Equalized Valuation Basis (Municipal)	\$67,045,261.04
Net Debt	<u>9,006,055.09</u>
Remaining Borrowing Power	<u>\$58,039,205.95</u>

The Borough's long term debt consisted of the following at December 31, 2008:

<u>Paid by Current Fund</u>	<u>Amount Outstanding</u>
General Serial Bonds - General Serial Bonds with an interest rate of 5.10% issued February 1, 1997, due through February 1, 2012	\$880,000.00
General Serial Bonds - General Serial Bonds issued August 15, 2003, due through August 15, 2018 with variable interest rates from 3.25% to 4.00%	2,136,000.00
General Serial Bonds - General Serial Bonds issued February 15, 2007, due through February 15, 2021 with variable interest rates from 3.75% to 4.00%	<u>3,049,000.00</u>
	<u>\$6,065,000.00</u>

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 3. MUNICIPAL DEBT, (continued)

General Capital Serial Bonds are direct obligations of the Borough for which its full faith and credit are pledged, and are payable from taxes levied on all taxable property located within the Borough.

In addition to the above, the Borough had authorized but not issued debt as follows:

General Capital	<u>\$821,200.09</u>
-----------------	---------------------

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

General			
<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2009	\$650,000.00	\$240,232.50	\$890,232.50
2010	640,000.00	213,937.50	853,937.50
2011	560,000.00	187,492.50	747,492.50
2012	585,000.00	163,522.50	748,522.50
2013	475,000.00	144,225.00	619,225.00
2014	475,000.00	125,875.00	600,875.00
2015	475,000.00	107,200.00	582,200.00
2016	475,000.00	88,200.00	563,200.00
2017	475,000.00	69,200.00	544,200.00
2018	476,000.00	50,200.00	526,200.00
2019	260,000.00	31,160.00	291,160.00
2020	260,000.00	20,760.00	280,760.00
2021	<u>259,000.00</u>	<u>10,360.00</u>	<u>269,360.00</u>
	<u>\$6,065,000.00</u>	<u>\$1,452,365.00</u>	<u>\$7,517,365.00</u>

NOTE 4. BOND ANTICIPATION NOTES

The Borough issues bond anticipation notes to temporarily fund various capital projects prior to the issuance of serial bonds. The term of the notes cannot exceed one year but the notes may be renewed from time to time for a period not exceeding one year. Generally, such notes must be paid no later than the first day of the fifth month following the close of the tenth fiscal year following the date of the original notes. The State of New Jersey also prescribes that on or before the third anniversary date of the original note a payment of an amount at least equal to the first legally payable installment of the bonds in anticipation of which such notes were issued be paid or retired. A second and third legal installment must be paid if the notes are to be renewed beyond the fourth and fifth anniversary date of the original issuance.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 4. BOND ANTICIPATION NOTES, (continued)

On December 31, 2008, the Borough had \$2,119,855.00 in outstanding general capital bond anticipation notes that mature on December 16, 2009 at an interest rate of 1.82%.

The following activity related to bond anticipation notes occurred during the calendar year ended December 31, 2008.

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Reductions</u>	<u>Ending Balance</u>
Notes Payable:				
Wachovia Bank	\$ _____	\$2,119,855.00	\$ _____	\$2,119,855.00

NOTE 5. DEFERRED CHARGES TO BE RAISED IN SUCCEEDING BUDGETS

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2008, the following deferred charges are shown on the balance sheets of the various funds:

	<u>Balance December 31, 2008</u>	<u>2009 Budget Appropriation</u>	<u>Balance to Succeeding Years</u>
			None

NOTE 6. DEFERRED SCHOOL TAXES

Regulations provide for the deferral of not more than 50% of the annual levy when school taxes are raised for a school year and have not been requisitioned by the school district.

The Borough of Kenilworth has elected to defer local school district taxes as follows:

	<u>Balance December 31,</u>	
	<u>2008</u>	<u>2007</u>
Balance of Tax	\$7,395,354.20	\$7,395,451.12
Deferred	7,550,367.50	7,547,259.50
Tax Payable/(Prepaid)	(\$155,013.30)	(\$151,808.38)

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 7. PENSION PLANS

Description of Systems:

Substantially all of the Borough's employees participate in one of the following contributory defined benefit public employee retirement systems which have been established by State statute: the Police and Firemens' Retirement System (PFRS) or the Public Employees' Retirement System (PERS). These systems are sponsored and administered by the State of New Jersey. The Public Employees' Retirement System and the Police and Firemens' Retirement System (PFRS) are considered a cost sharing multiple-employer plans. According to the State of New Jersey Administrative Code, all obligations of the systems will be assumed by the State of New Jersey should the systems terminate.

Public Employees' Retirement System (PERS)

The Public Employees' Retirement System was established in January, 1955 under the provisions of N.J.S.A. 43:15A to provide coverage including post-retirement health care to substantially all full time employees of the State or any county, municipality, school district or public agency provided the employee is not a member of another State-administered retirement system. Membership is mandatory for such employees and vesting occurs after 8-10 years of service and 25 years for health care coverage. Members are eligible for retirement at age 60 with an annual benefit generally determined to be 1/60th of the average annual compensation for the highest three fiscal years' compensation for each year of membership during years of creditable service. Early retirement is available to those under age 60 with 25 or more years of credited service. Anyone who retires early and is under age 55 receives retirement benefits as calculated in the above mentioned formula but at a reduced rate (one quarter of one percent for each month the member lacks of attaining age 55). Members are always fully vested for their own contributions and, after three years of service credit, become vested for 2% of related interest earned on contributions. In case of death before retirement, members' beneficiaries are entitled to full interest credited to the members' accounts.

Police and Firemens' Retirement System (PFRS)

The Police and Firemens' Retirement System was established in July 1944 under the provisions of N.J.S.A. 43:16A to provide retirement, death and disability benefits to its members. Membership is mandatory for all full time county and municipal police and firemen, and state firemen or officer employees with police powers appointed after June 30, 1944.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 7. PENSION PLANS, (continued)

Description of Systems, (continued)

Enrolled members of the Police and Firemens' Retirement System may retire at age 55 with no minimum service requirement. The annual allowance is equal to 2% of the members' final average compensation for each year of service up to 30 years, plus 1% of each year of creditable service over 30 years or 1/60 of final average compensation multiplied by the number of years of creditable service, whichever is greater. Special retirement is permitted to members who have 25 or more years of creditable service in the system. Benefits fully vest on reaching 10 years of service. Members are always fully vested for their own contributions. In the case of death before retirement, members' beneficiaries are entitled to full payment of members' contributions.

The State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, issues publicly available financial reports that include the financial statements and required supplementary information for PERS and PFRS. The financial reports may be obtained by writing to the State of New Jersey, Department of the Treasury, Divisions of Pensions and Benefits, P.O. Box 295, Trenton, NJ 08625-0295.

Significant Legislation

Chapter 108, P.L. 2003, effective July 1, 2003 provided that the State Treasurer shall reduce the normal and accrued liability contributions payable by employers other than the State, excluding the contribution payable from the benefit enhancement fund, to a percentage of the amount certified annually by the retirement system, which for PERS will be as follows: for payments due in the State fiscal year ending June 30, 2005, 20 percent; for payments due in the State fiscal year ending June 30, 2006, not more than 40 percent; for payments due in the State fiscal year ending June 30, 2007, not more than 60 percent; and for payments due in the State fiscal year ending June 30, 2008, not more than 80 percent.

Chapter 108 (P.L. 2003), effective July 1, 2003, provided that local employer PFRS normal and accrued liability contributions will be 20% of the amount certified by the PFRS for payments due in State fiscal year 2004 and thereafter a percentage of the amount certified by the System as the State Treasurer will determine, but not more than 40% in fiscal year 2005, not more than 60% in fiscal year 2006, and not more than 80% in fiscal year 2007. According to the Appropriation Act of 2003, the State as well is paying pension obligations through a five-year phase-in.

Chapter 42, P.L. 2002 permitted local government units to issue refunding bonds to retire unfunded accrued liability resulting from early retirement benefits under PERS and PFRS, effective July 12, 2002.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 7. PENSION PLANS, (continued)

Contribution Requirements

The contribution policy is set by laws of the State of New Jersey and, in most retirement systems, contributions are required by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. The pension funds provide for employee contributions based on 5.0% for PERS and 8.5% for PFRS of the employee's annual compensation, as defined through June 30, 2007. Under Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007, the PERS and employee contribution rate will increase to 5.5 percent effective July 1, 2007. Employers are required to contribute at an actuarially determined rate in all Funds except the SACT. 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.

The Borough's contribution to the various plans, equal to the required contributions for each year, were as follows:

<u>Year</u>	<u>PERS</u>	<u>PFRS</u>
2008	\$119,367.00	\$567,637.00
2007	69,239.40	365,221.60
2006	35,597.60	225,233.40

NOTE 8. OTHER POST EMPLOYMENT BENEFITS

In addition to the pension benefits described in Note 7, the Borough provides post employment health care benefits in accordance with the provisions of Ch. 88, P.L. 1974 as amended by Chapter 436, P.L. 1981, at its cost.

Plan Description

The Borough of Kenilworth contributes to the State Health Benefits Program (SHBP) a cost-sharing, multi-employer defined benefit post-employment healthcare plan administered by the State of New Jersey Division of Pensions and Benefits. The SHBP was established in 1961 under N.J.S.A. 52:14-17.25 et seq. to provide health benefits to State employees, retirees, and their dependents.

The SHBP was extended to employees, retirees, and dependents of participating local public employers in 1964. Local employers must adopt a resolution to participate in the SHBP. Rules governing the operation and administration of the program are found in Title 17, Chapter 9 of the New Jersey Administrative Code. SHBP provides medical, prescription drugs, mental health/substance abuse, and Medicare Part B reimbursement to retirees and their covered dependents.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 8. OTHER POST EMPLOYMENT BENEFITS, (continued)

The State Health Benefits Commission is the executive body established by statute to be responsible for the operation of the SHBP. The State of New Jersey Division of Pensions and Benefits issues a publicly available financial report that includes financial statements and required supplementary information for the SHBP. That report may be obtained by writing to: State of New Jersey Division of Pensions and Benefits, P.O. Box 295, Trenton, NJ 08625-0295 or by visiting their website at <http://www.state.nj.us/treasury/pensions/gasb-43-sept2008.pdf>

Plan Coverage

Any employee who retires after twenty-five (25) years or more of service within a state administered pension system including 20 years with the Borough shall be entitled to be continued in the above health insurance coverage on a family-plan basis, with the cost thereof to be paid by the Borough. This does not include dental benefits.

Funding Policy

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

Contributions to pay for the health premiums of participating employees in the SHBP are billed to the Borough of on a monthly basis. The rates charges by the system for the year ended December 31, 2008 were as follows:

The Borough of Kenilworth contributions to SHBP for post-retirement benefits for the years ended December 31, 2008 and 2007 were \$286,348.57 and \$315,766.82, respectively, which equaled the required contributions for each year.

NOTE 9. FUND BALANCES

Fund balances as of December 31, 2008 that have been anticipated as revenue in the 2009 budget is as follows:

Current Fund	<u>\$800,000.00</u>
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BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 10. FIXED ASSETS

The following is a summary of changes in the general fixed asset account group for the year 2008.

	<u>Balance</u>		<u>Balance</u>
	<u>Dec. 31, 2007</u>	<u>Additions</u>	<u>Dec. 31, 2008</u>
Land	\$4,588,500.00		\$4,517,100.00
Buildings and Improvements	1,934,500.00		1,934,500.00
Machinery and Equipment	<u>4,185,183.05</u>	<u>\$834,887.48</u>	<u>5,020,070.53</u>
	<u>\$10,708,183.05</u>	<u>\$834,887.48</u>	<u>\$11,471,670.53</u>

NOTE 11. ACCRUED SICK AND VACATION BENEFITS

Under the existing policies and labor agreements of the Borough, employees are allowed to accumulate (with certain restrictions) unused sick pay over the life of their working careers up to a maximum of 150 days. Of the days accumulated one-third will be paid as terminal leave upon retirement.

The estimated current cost of such unpaid compensation is \$678,692.96. This amount which could be material to the financial statements, is not reported either as an expenditure or liability. However, it is expected that the cost of such unpaid compensation would be included in the Borough's operating budget in the year it is used.

NOTE 12. INTERFUND BALANCES AND ACTIVITY

Balances due to/from other funds at December 31, 2008 consists of the following:

\$9,393.28	Due to the Unemployment Trust Fund from the Current Fund for Unemployment Trust receipts deposited in the Current Fund.
44,704.95	Due to the Current Fund from the Other Trust Fund for Other Trust Fund Bills paid by the Current Fund and interest not turned over.
416.27	Due to the Assessment Trust Fund from the Current Fund for Assessment Trust Fund receipts deposited in the Current Fund.
41,563.45	Due to the General Capital Fund from the Current Fund for General Capital receipts deposited in the Current Fund.
2,381.88	Due to the Current Fund from the Community Development Fund for Community Development Fund bills paid by the Current Fund.
<u>904.08</u>	Due to the Current Fund from the Animal License Trust for the interest not turned over.
<u>\$99,363.91</u>	

It is anticipated that all interfunds will be liquidated during the fiscal year.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 13. OPERATING LEASES

The Borough has commitments to lease copiers under an operating lease that expires in 2008. Total operating lease payments made during the year ended December 31, 2008 were \$4,164.96. Future minimum lease payments are as follows:

	<u>Amount</u>
Year ending December 31, 2009	<u>\$2,429.56</u>
Total future minimum lease payments	<u>\$2,429.56</u>

NOTE 14. EMERGENCY SERVICES VOLUNTEER LENGTH OF SERVICE AWARD PLAN (LOSAP)

On January 17, 2001, the Division of Local Government Services approved the Borough's LOSAP plan, provided by Lincoln Financial Group. The purpose of this plan is to enhance the Borough's ability to retain and recruit volunteer firefighters and volunteer members of emergency service squads.

Lincoln Financial Group will provide for the benefit of participants, a multi-fund variable annuity contract as its funding vehicle. The plan shall provide for a fixed annual contribution of \$1,150.00 to each eligible volunteer who accumulates a minimum of 350 service points based on criteria established by Borough Ordinance No. 2000-17. The Borough's contribution shall be included in the current years budget.

All amounts awarded under a length of service award plan shall remain the asset of the sponsoring agency; the obligation of the sponsoring agency to participating volunteers shall be contractual only; and no preferred or special interest in the awards made shall accrue to such participants. Such money shall be subject to the claims of the sponsoring agency's general creditors until distributed to any or all participants.

We have reviewed the plan for the year ended December 31, 2008 in accordance with the American Institute of Certified Public Accountants (AICPA) Statement on Standards for Accounting and Review Services.

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 15. RISK MANAGEMENT

The Borough is exposed to various risks of loss related to general liability, automobile coverage, damage and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Borough has obtained insurance coverage to guard against these events which will provide minimum exposure to the Borough should they occur.. During the 2008 calendar year, the Borough did not incur claims in excess of their coverage and the amount of coverage did not significantly decrease.

The Borough of Kenilworth is currently a member of the Garden State Municipal Joint Insurance Fund (the "Fund"). The Fund provides their members with Liability, Property and Workers' Compensation and Employer Liability Insurance. The Fund is a risk-sharing public entity risk pool that is both an insured and self administered group of municipalities established for the purpose of providing low-cost insurance coverage for their respective members in order to keep local property taxes at a minimum. Each member appoints an official to represent their respective entity for the purpose of creating a governing body from which officers for the Fund are elected.

As a member of the Fund, the Borough could be subject to supplemental assessments in the event of deficiencies. If the assets of the Fund were to be exhausted, members would become responsible for their respective shares of the Fund's liabilities.

The Fund can declare and distribute dividends to members upon approval of the State of New Jersey Department of Insurance. These distributions are divided among the members in the same ratio as their individual assessment related to the total assessment of the membership body.

Financial statements for the Fund are available at the office of the Fund's Executive Director, NIP Group, Inc., Woodbridge, New Jersey.

NOTE 16. TAXES COLLECTED IN ADVANCE

Taxes collected in advance are recorded as cash liabilities in the financial statements. Following is a comparison of the liability for the previous two years:

	<u>Balance</u> <u>Dec 31, 2008</u>	<u>Balance</u> <u>Dec 31, 2007</u>
Prepaid Taxes	<u>\$56,891.16</u>	<u>\$65,869.11</u>
Cash Liability for Taxes Collected in Advance	<u>\$56,891.16</u>	<u>\$65,869.11</u>

BOROUGH OF KENILWORTH, N.J.
Notes to Financial Statements
Years Ended December 31, 2008 and 2007
(continued)

NOTE 17. COMMITMENTS AND CONTINGENT LIABILITIES

The Borough is involved in suits in the normal course of business. These cases, if decided against the Borough, would be paid for by its insurance carrier or with funds raised by future taxation.

SUPPLEMENTARY DATA AND SCHEDULES

COMPARATIVE SCHEDULE OF TAX RATE INFORMATION

	<u>2008</u>	<u>2007</u>	<u>2006</u>
<u>Tax Rate:</u>	<u>3.538</u>	<u>3.418</u>	<u>3.231</u>
<u>Apportionment of Tax Rate:</u>			
Municipal	1.073	0.979	0.893
County	0.719	0.693	0.665
County Open Space	0.032	0.031	0.029
Local School	1.714	1.715	1.644
<u>Assessed Valuation:</u>			
2008	\$881,551,373.00		
2007		\$880,223,723.00	
2006			\$878,209,626.00

COMPARISON OF TAX LEVIES AND COLLECTION CURRENTLY

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

<u>Year</u>	<u>Tax Levy</u>	<u>Currently</u>	
		<u>Cash Collections</u>	<u>Percentage of Collection</u>
2008	\$31,211,235.28	\$30,964,140.53	99.21%
2007	30,146,550.11	29,857,693.40	99.04
2006	28,457,079.40	28,200,798.14	99.09

DELINQUENT TAXES AND TAX TITLE LIENS

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

<u>Year</u>	<u>Amount of Tax Title Liens</u>	Amount of Delinquent Taxes			<u>Percentage of Tax Levy</u>
		<u>Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>	
2008	\$85,768.16	\$239,625.02	\$325,393.18		1.04%
2007	87,630.46	268,391.43	356,021.89		1.18
2006	113,121.37	216,421.81	329,543.18		1.16

PROPERTY ACQUIRED BY TAX TITLE LIENS LIQUIDATION

No properties have been acquired in 2008 by foreclosure or deed as a result of liquidation of tax title liens.

The value of properties acquired by liquidation of tax title liens on December 31, on the basis of the last assessed valuation of such properties, was as follows:

<u>Year</u>	<u>Amount</u>
2008	\$17,100.00
2007	17,100.00
2006	17,100.00

COMPARATIVE SCHEDULE OF FUND BALANCES

<u>Year</u>	<u>Current Fund</u>	
	<u>Balance</u>	<u>Utilized in Budget of Succeeding Year</u>
2008	\$1,662,012.47	\$800,000.00
2007	2,472,713.67	1,521,000.00
2006	2,311,020.86	1,340,000.00
2005	2,606,563.48	1,640,000.00
2004	2,796,172.78	1,435,000.00

OFFICIALS IN OFFICE AND SURETY BONDS

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

<u>Name</u>	<u>Title</u>	<u>Amount Of Bond</u>
Kathi Fiamingo	Mayor	
Salvatore Candarella	Councilman	
Lawrence Clementi	Councilman	
Anthony DeLuca	Councilman	
Brian Joho	Councilman	
Fred Pugliese	Councilman	
Tonica Sosnosky	Councilwoman	
Harvey Fruchter, Esq.	Attorney	
Ken Blum	Chief Financial Officer	
Hedy Lipke	Borough Clerk	
Joanne Szelingiewicz	Court Administrator	\$20,000.00
Nancy Nichols	Tax Collector/Treasurer	\$140,000.00
Paul Parsons	Tax Assessor	
Jonathan Rosenbluth	Judge	\$20,000.00
Paulette Drogan	Welfare Director	
Jon Henry Barr, III	Prosecutor	
Grotto Engineering Associates	Engineer	

The bonds in force which were in corporate form were examined and were properly executed.

The bond from the Tax Collector did not meet the minimum amount required by statute.

In addition to the separate surety bonds covering the Collector-Treasurer, Magistrate and Clerk of Municipal Court, there was a Public Employees Faithful Performance Blanket Position Bond covering other officials and employees for a sum of \$10,000.00 each.

SCHEDULE A

SCHEDULE II OF EXPENDITURES OF FEDERAL FINANCIAL AWARDS
BOROUGH OF KENILWORTH, N.J.

FOR THE YEAR ENDED DECEMBER 31, 2008

NOTE: THIS SCHEDULE WAS NOT SUBJECT TO AN AUDIT IN ACCORDANCE WITH FEDERAL OMB CIRCULAR A-133.

SCHEDULE B

Borough of Kenilworth, W.J.

THE JOURNAL OF CLIMATE

FOR THE YEAR ENDED DECEMBER 31, 2008

NOTE: THIS SCHEDULE WAS NOT SUBJECT TO AN AUDIT IN ACCORDANCE WITH N.J. OMB CIRCULAR 04-04.

Borough of Kenilworth , N.J.
Schedule of Cash - Collector-Treasurer
Current Fund
Year Ended December 31, 2008

	<u>Ref.</u>	<u>Current Fund</u>
Balance - December 31, 2007	A	\$ 2,930,356.77
Increased by Receipts:		
Interest and Costs on Taxes	A-2	85,842.84
General Capital Surplus	A-2	95,000.00
Miscellaneous Revenue Not Anticipated	A-2	117,118.73
Petty Cash	A-7	200.00
Taxes Receivable	A-8	31,033,195.28
Tax Title Liens Receivable	A-9	6,914.76
Revenue Accounts Receivable	A-11	1,914,537.00
Interfunds	A-12	27,193.37
Prepaid Taxes	A-17	56,891.16
Due From State - Senior Citizen and Veteran Deductions	A-20	130,365.00
Various Cash Liabilities and Reserves	A-21	<u>73,173.28</u>
		<u>33,540,431.42</u>
		<u>36,470,788.19</u>
Decreased by Disbursements:		
Refund Prior Year Revenue	A-1	32,366.59
Current Year Budget Appropriations	A-3	12,020,810.52
Interfunds	A-12	63,843.23
Appropriation Reserves	A-15	218,663.14
Petty Cash	A-7	200.00
Local District School Taxes	A-18	15,100,832.00
County Taxes Payable	A-19	6,636,253.52
Various Cash Liabilities and Reserves	A-21	<u>106,237.04</u>
		<u>34,179,206.04</u>
Balance - December 31, 2008	A	<u>2,291,582.15</u>

Borough of Kenilworth , N.J.
Schedule of Cash - Collector-Treasurer
Grant Fund
Year Ended December 31, 2008

	<u>Ref.</u>	<u>Grant Fund</u>
Balance - December 31, 2007	A	\$ 99,312.25
Increased by Receipts:		
Grants Receivable	A-13	34,256.95
Unappropriated Reserve for Grants	A-23	<u>9,128.54</u>
		<u>43,385.49</u>
		<u>142,697.74</u>
Decreased by Disbursements:		
Appropriated Reserve for Grants	A-22	53,913.96
Encumbrances Payable	A-24	<u>10,502.46</u>
		<u>64,416.42</u>
Balance - December 31, 2008	A	<u>78,281.32</u>

Exhibit A-6

Borough of Kenilworth , N.J.

Schedule of Cash - Change Fund

Current Fund

Year Ended December 31, 2008

Ref.

Balance - December 31, 2007	A	\$ <u>200.00</u>
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Balance - December 31, 2008	A	\$ <u>200.00</u>
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Analysis of Balance:

Tax Collector	100.00
Municipal Court	<u>100.00</u>
	\$ <u>200.00</u>

Exhibit A-7

Schedule of Cash - Petty Cash

Current Fund

Year Ended December 31, 2008

Ref.

Increased by:		
Disbursed	A-4	\$ <u>200.00</u>

Decreased by:		
Returned to Treasurer	A-4	\$ <u>200.00</u>

Borough of Kenilworth, N.J.

Schedule of Taxes Receivable and Analysis of Property Tax Levy

Current Fund

Year Ended December 31, 2008

Year	Balance, Dec. 31, 2007	Levy	Added Taxes	Collected 2007	2008	Senior Citizen and Veteran Deductions	Transferred to Tax Title Liens	Cancelled	Balance, Dec. 31, 2008
2003	168.59				168.59				250.00
2007	<u>268,222.84</u>				<u>271,574.24</u>	<u>(7,000.00)</u>			<u>250.00</u>
	<u>268,391.43</u>				<u>271,742.83</u>	<u>(7,000.00)</u>			<u>250.00</u>
2008	<u>31,189,287.28</u>		<u>21,948.00</u>	<u>65,869.11</u>	<u>30,761,452.45</u>	<u>136,818.97</u>	<u>5,052.46</u>	<u>2,667.27</u>	<u>239,375.02</u>
	<u>31,189,287.28</u>		<u>21,948.00</u>	<u>65,869.11</u>	<u>31,033,195.28</u>	<u>129,818.97</u>	<u>5,052.46</u>	<u>6,065.87</u>	<u>239,625.02</u>
	<u>A</u>		<u>A-2/A-17</u>	<u>A-2/A-4</u>	<u>A-2/A-20</u>		<u>A-9</u>		<u>A</u>

Analysis of Tax Levy

Ref.

Tax yield:		31,170,504.99
General Property Tax		18,782.29
Public Utility Tax		21,948.00
Added Tax (R.S. 54:4-63.1 et seq.)		
		\$ 31,211,235.28

Tax Levy:

Local District School Tax	A-18	\$ 6,335,564.27
County Tax	A-9	288,827.47
County Open Space Tax	A-19	4,658.53
Added County Taxes including Open Space	A-19	6,629,050.27

A-2

21,729,785.27

Local Tax for Municipal Purposes	A-2	9,456,838.00
Additional Taxes		24,612.01
		\$ 9,481,450.01

\$ 31,211,235.28

Exhibit A-9

Borough of Kenilworth , N.J.

Schedule of Tax Title Liens

Current Fund

Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007	A	\$ 87,630.46
Increased by:		
Transfer from Taxes Receivable	A-8	<u>5,052.46</u>
		92,682.92
Decreased by:		
Tax Liens Paid	A-2/A-4	<u>6,914.76</u>
Balance - December 31, 2008	A	\$ <u>85,768.16</u>

Exhibit A-10

**Schedule of Property Acquired for
Taxes Assessed Valuation**

Current Fund

Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007	A	\$ <u>17,100.00</u>
Balance - December 31, 2008	A	\$ <u>17,100.00</u>

Borough of Kenilworth , N.J.

Schedule of Revenue Accounts Receivable

Current Fund

Year Ended December 31, 2008

Ref.	Balance <u>Dec. 31, 2007</u>	Accrued	Collected	Balance <u>Dec. 31, 2008</u>
Clerk:				
Licenses:				
Alcoholic beverages	A-2 \$ 18,567.60			18,567.60
Other	A-2 7,377.00			7,377.00
Fees and Permits	A-2 2,820.00			2,820.00
Video Games	A-2 350.00			350.00
Misc. - Maps , Building Codes , etc.	A-2 11,051.44			11,051.44
Board of Health:				
Licenses	A-2 14,799.00			14,799.00
Fees and Permits	A-2 2,657.00			2,657.00
Fire Prevention Bureau:				
Uniform Fire Safety Act (Local Fees)	A-2 6,612.00			6,612.00
Police Department:				
Licenses	A-2 100.00			100.00
Fees and Permits	A-2 5,677.25			5,677.25
Municipal Court :				
Fines and Costs	A-2 12,496.67	175,039.40	174,266.96	13,269.11
Uniform Construction Code:				
Fees and Permits	A-2 138,500.00			138,500.00
Trailer Storage Fees	A-2 6,325.00			6,325.00
Street Opening Fees	A-2 26,450.00			26,450.00
Variances / Tax Search Fees	A-2 230.00			230.00
Building / Zoning Miscellaneous Fees	A-2 7,400.00			7,400.00
Energy Receipts Tax	A-2 914,023.00			914,023.00
Supplemental Energy Receipts Tax	A-2 35,952.00			35,952.00

Borough of Kenilworth , N.J.

Schedule of Revenue Accounts Receivable

Current Fund

Year Ended December 31, 2008

	Ref.	Balance Dec. 31, 2007	Accrued	Collected	Balance Dec. 31, 2008
Consolidated Municipal Property Tax	A-2	369,245.00			369,245.00
Relief Aid	A-2	40,586.27			40,586.27
Cable T.V. Franchise Fee	A-2	44,434.92			44,434.92
Uniform Fire Safety Act (Life Hazard Use)	A-2	87,112.56			87,112.56
Interest on Investments and Deposits					
	\$ <u>12,496.67</u>	<u>1,915,309.44</u>		<u>1,914,537.00</u>	<u>13,269.11</u>
	<u>A</u>				<u>A</u>

Receipts
A-4
1,914,537.00
1,914,537.00

Borough of Kenilworth , N.J.

Schedule of Interfunds

Current Fund

Year Ended December 31, 2008

Fund	Ref.	Due From/(To)			Due From/(To) Balance Dec. 31, 2008
		Balance Dec. 31, 2007	Increased	Decreased	
Unemployment Trust	A	\$ 9,393.28			(9,393.28)
Dog License Trust	A	904.08	96.07	95.70	
Assessment Trust Fund	A	(416.27)	64.64		
Community Development Trust	A	2,381.88	1,832.86		
Other Trust	A	44,740.95	16,814.78	17,704.39	
General Capital Fund	A	(41,563.45)	45,034.88		
		\$ (39,995.95)	63,843.23	27,193.37	(3,346.09)
Analysis					
Due to Current Fund	A/A-1	47,083.29			48,026.91
Due from Current Fund		(87,079.24)			(51,373.00)
		(39,995.95)			(3,346.09)
Disbursed	A-4	63,843.23			
Received	A-4		27,193.37		
		63,843.23	27,193.37		

Schedule of Deferred Charges

Current Fund

Year Ended December 31, 2008

	Dec. 31, 2007	2008 Budget	Resulting From 2008	Balance, Dec. 31, 2008
Overexpenditure of Appropriation Reserves	28,006.24	28,006.24		
Overexpenditure Reserve for Grants	8,454.25	8,454.25		
Overexpenditure of Grants Appropriated	1,530.66	1,530.66		
Overexpenditure of Appropriations	17,445.04	17,445.04		
	55,436.19	55,436.19		
	A	A-3		A

Federal and State Grant Fund
Schedule of Grants Receivable
Borough of Kenilworth, N.J.

Year Ended December 31, 2008

Transfer from Unappropriated Reserve for Grants Receipts

Borough of Kenilworth, N.J.

Schedule of Appropriation Reserves

Current Fund

Page 1 of 2

Year Ended December 31, 2008

	<u>Balance, Dec. 31, 2007</u>	<u>Balance after Encumbrances and Transfers</u>	<u>Paid or Charged</u>	<u>Balance Lapsed</u>
Salaries and Wages Within "CAPS":				
Municipal Clerk's Office	\$ 343.32	3.32		3.32
Tax and Finance	1.41	1.41		1.41
Assessment of Taxes	0.90	0.90		0.90
Legal Services and Costs		1,187.50	1,187.50	
Engineering Services and Costs	6,034.18	6,034.18	6,001.20	32.98
Planning Board	83.37	2,150.03	2,066.66	83.37
Police		8,169.00	8,169.00	
Traffic Control and School Crossing Guards	531.47	1.47		1.47
Emergency Management Services	79.90			
Fire	736.30	6.30		6.30
Fire Prevention Bureau	9.73	709.73	700.00	9.73
Borough Prosecutor	0.04	0.04		0.04
Road Repairs and Maintenance	730.50	1,422.50	1,177.41	245.09
Garbage and Trash Removal	18.54	18.54		18.54
Public Buildings and Grounds	1,262.49	262.49	222.65	39.84
Board of Health	157.62	157.62		157.62
Administration of Public Assistance	70.91	70.91		70.91
Senior Citizen Transportation	2.08	2.08		2.08
Senior Citizen Director	1,040.72	40.68		40.68
Municipal Court	461.43	461.43		461.43
Public Defender	2,285.00	2,285.00		2,285.00
Parks and Playgrounds	981.18	31.18		31.18
Construction Code Official	169.64	9.64		9.64
Plumbing Inspector	99.80	99.80		99.80
Electrical Inspector	99.65	199.65	175.00	24.65
Fire Protection Official	2.71	2.71		2.71
Housing Inspector	10.00	10.00		10.00
Total Salaries and Wages Within "CAPS"	15,212.89	23,338.11	19,699.42	3,638.69
Other Expenses Within "CAPS":				
Mayor and Council	76.00	336.00	185.00	151.00
Municipal Clerk's Office	8.39	446.97	428.58	18.39
Tax and Finance	16.34	16.34		16.34
Auditing and Accounting Services		12,800.00	12,800.00	
Assessment of Taxes	87.50	87.50		87.50
Legal Services and Costs	17,054.54	8,004.04	3,374.87	4,629.17
Engineering Services and Costs	3,084.01	2,584.01	2,584.01	
Planning Board	74.63	74.63		74.63
Other Insurance	3,197.50	32.50		32.50
Group Insurance	37.74	14,890.80	14,889.81	0.99
Unemployment Insurance		20,000.00	20,000.00	
Police	1,151.22	11,164.18	10,796.24	367.94
Traffic Control and School Crossing Guards	148.35	2,003.19	1,854.84	148.35
Emergency Management Services		79.90		79.90
Fire	10,084.17	6,939.01	3,451.00	3,488.01
Fire Prevention Bureau	3.71	236.65	232.94	3.71
Road Repairs and Maintenance		7,220.28	5,668.95	1,551.33
Snow Removal	20.80	2,803.89	2,783.09	20.80
Parks	2.00	1,650.00	1,648.00	2.00
Garbage and Trash Removal		2,995.64	2,995.64	0.00
Solid Waste Disposal Costs	185.36	185.36		185.36
Recycling	2,788.01	7,605.02	5,915.00	1,690.02
Public Buildings and Grounds	478.58	1,569.08		1,569.08

Borough of Kenilworth, N.J.

Schedule of Appropriation Reserves

Current Fund

Page 2 of 2

Year Ended December 31, 2008

	Balance, Dec. 31, 2007	Balance after Encumbrances and Transfers	Paid or Charged	Balance Lapsed
Sewer System	49.01	49.01		49.01
Shade Trees	25.00	8,825.00	8,800.00	25.00
Board of Health	0.03	1,401.68	1,048.25	353.43
Dog and Cat Regulation	1,385.57	85.57	6.00	79.57
Administration of Public Assistance	96.73	96.73		96.73
Senior Citizen Transportation	547.11	47.11		47.11
Senior Citizen Director	31.91	31.91		31.91
Parks and Playground	210.37	3,055.34	1,784.15	1,271.19
Municipal Court	376.57	577.29	465.08	112.21
Celebration of Public Events etc.	514.55	4,889.55	4,875.00	14.55
Beautification	164.04	164.04		164.04
Construction Code Official	45.34	210.12	164.78	45.34
Electrical Inspector	165.00	65.00		65.00
Fire Protection Official	145.00	145.00		145.00
Street Lighting	115.25	115.25		115.25
Utilities	350.18	6,013.63	4,519.13	1,494.50
Fire Hydrant Service	3.92	3.92		3.92
 Total Other expenses Within "CAPS"	 42,724.43	 129,501.14	 111,270.36	 18,230.78
 Deferred Charges and Statutory Expenditures Within "CAPS":				
Social Security System (O.A.S.I.)	7.20	1,048.05	1,048.05	
 Total Deferred Charges and Statutory Expenditures Within "CAPS"	 7.20	 1,048.05	 1,048.05	 _____
 Total Reserves Within "CAPS"	 57,944.52	 153,887.30	 132,017.83	 21,869.47
 Other Expenses Excluded From "CAPS":				
Emergency Services Volunteer Length of Serv.	51,700.00	51,700.00	47,150.00	4,550.00
Maintenance of Free Public Library	39,495.31	39,495.31	39,495.31	
 Total Other Expenses Excluded from "CAPS"	 91,195.31	 91,195.31	 86,645.31	 4,550.00
 Capital Improvements Excluded From "CAPS":				
Improvements to DiMario Park	5,500.00	5,500.00		5,500.00
Above Ground Fuel Tanks	200.00	200.00		200.00
Total Capital Improvements	5,700.00	5,700.00		5,700.00
 Total Reserves Excluded from "CAPS"	 96,895.31	 96,895.31	 86,645.31	 10,250.00
 Total Reserves	 \$ 154,839.83	 250,782.61	 218,663.14	 32,119.47
	A			A-1
		Ref.		
Appropriation Reserves	Above	154,839.83		
Transfer from Encumbrances Payable	A-16	95,942.78		
		250,782.61		
 Disbursed	 A-4	 218,663.14	 218,663.14	

Exhibit A-16

Borough of Kenilworth , N.J.
Schedule of Encumbrances Payable
Current Fund
Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007	A	\$ 95,942.78
Increased by:		
Transfer from Current Appropriations	A-3	82,686.59
		<hr/>
		178,629.37
Decreased by:		
Transfer to Appropriation Reserves	A-15	<hr/> 95,942.78
Balance - December 31, 2008	A	\$ <hr/> 82,686.59

Exhibit A-17

Schedule of Prepaid Taxes
Current Fund
Year Ended December 31, 2008

Balance - December 31, 2007	A	\$ 65,869.11
Increased by:		
Receipts - Prepaid 2009 Taxes	A-4	56,891.16
		<hr/> 122,760.27
Decreased by:		
Applied to 2008 Taxes	A-8	<hr/> 65,869.11
Balance - December 31, 2008	A	\$ <hr/> 56,891.16

Borough of Kenilworth, N.J.

Schedule of Local District School Tax

Current Fund

Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007		
School Tax Payable / (Prepaid)	A/A-1	(151,808.38)
School Tax Deferred		<u>7,547,259.50</u>
		7,395,451.12
Increased by:		
Levy School Year - July 1, 2008 to June 30, 2009	A-8	<u>15,100,735.00</u>
		22,496,186.12
Decreased by:		
Payments	A-4	<u>15,100,832.00</u>
Balance - December 31, 2008		
School Tax Payable / (Prepaid)	A/A-1	(155,013.38)
School Tax Deferred		<u>7,550,367.50</u>
		<u>7,395,354.12</u>
2008 Liability for Local District School Tax:		
Tax Paid		15,100,832.00
School Taxes Payable / (Prepaid) December 31, 2009		<u>(155,013.38)</u>
		14,945,818.62
Less: School Taxes Payable / (Prepaid) December 31, 2008		<u>(151,808.38)</u>
Amount Charged to 2008 Operations	A-1	<u>15,097,627.00</u>

Schedule of County Taxes Payable

Current Fund

Year Ended December 31, 2008

	<u>Ref.</u>		
Balance - December 31, 2007	A	\$	12,410.26
Increased by:			
Levy - General	A-1/A-8	\$	6,335,564.27
Levy - Open Space	A-1/A-8	\$	288,827.47
Added and Omitted Taxes	A-1/A-8	<u>4,658.53</u>	<u>6,629,050.27</u>
			6,641,460.53
Decreased by:			
Payments	A-4	<u>6,636,253.52</u>	
Balance - December 31, 2008	A	<u>\$</u>	<u>5,207.01</u>

Exhibit A-20

Borough of Kenilworth , N.J.

**Schedule of Amount Due From State of New Jersey
for Senior Citizens' and Veterans' Deductions - CH. 73 P.L. 1976**

Current Fund

Year Ended December 31, 2008

Ref.

Balance - December 31, 2007 (Due From) A \$ 6,481.81

Increased by:

Senior Citizens' Deductions Per Tax Billing	\$ 40,000.00
Veterans' Deductions Per Tax Billing	97,000.00
Senior Citizens' and Veterans' Allowed	<u>750.00</u>
	137,750.00

Less:

Senior Citizens' and Veterans' Disallowed	<u>7,931.03</u>
A-8	<u>129,818.97</u>
	136,300.78

Decreased by:

State Share of Senior Citizens and Veteran Deductions Received in Cash	A-4	<u>130,365.00</u>
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Balance - December 31, 2008 (Due from) A \$ 5,935.78

Borough of Kenilworth, N.J.

Schedule of Various Cash Liabilities and Reserves

Current Fund

Year Ended December 31, 2008

	Liabilities and Reserves	Balance, Dec. 31, 2007	Increased	Decreased	Balance, Dec. 31, 2008
<u>Liabilities:</u>					
Tax Overpayments	\$ 13,242.29		15,166.76	25,932.46	2,476.59
Accounts Payable	12,639.86			3,081.52	9,558.34
 Reserves for:					
Master Plan Update		3,007.43			3,007.43
Revaluation of Real Property		8,525.50			8,525.50
Preparation of Tax Map		4,826.88			4,826.88
Elevator Inspection Agency Fees		31,950.00	12,350.00	10,164.00	34,136.00
Purchase of Video Equipment		2,304.79			2,304.79
Redemption of Outside Liens		27,123.13	39,935.93	67,059.06	
LOSAP Contributions			5,720.59		5,720.59
	\$ <u>103,619.88</u>	<u>A</u>	<u>73,173.28</u>	<u>106,237.04</u>	<u>70,556.12</u>
 Receipts					
Disbursed					
Ref.					
A-4					
A-4					
73,173.28					
106,237.04					
<u>73,173.28</u>	<u>A</u>	<u>106,237.04</u>	<u>70,556.12</u>	<u>A</u>	<u>70,556.12</u>

Borough of Kenilworth, N.J.

Schedule of Appropriated Reserves for Grants

Federal and State Grant Fund

Year Ended December 31, 2008

<u>Grant</u>	<u>Balance, Dec. 31, 2007</u>	<u>Transfer From 2008 Budget</u>	<u>Expended</u>	<u>Balance, Dec. 31, 2008</u>
Body Armor Grant	\$ 5,002.17	3,220.17	8,222.34	
Drunk Driving Enforcement Fund	3,381.47	4,901.25	2,150.67	6,132.05
Municipal Alliance on Alcoholism and Drug Abuse	10,093.29	16,075.00	22,640.91	3,527.38
Alcohol Education and Rehabilitation Fund	3,633.09	1,296.75	733.09	4,196.75
Clean Communities Grant		8,234.12	8,234.12	
Municipal Stormwater Regulation	237.43			237.43
Statewide Local Domestic Preparedness Grant	11.50			11.50
Senior Citizen Program Grant	1,237.45			1,237.45
Union County Project Pocket Parks	8,192.84			8,192.84
Union County Downtown Grant	51,662.17			51,662.17
Statewide Livable Communities - Library	24,489.65			24,489.65
Statewide Livable Communities - Capital Improvements	190,000.00			190,000.00
Bullet Proof Vest Partnership Program	2,105.00			2,105.00
Union County Senior Citizen Initiative Program	7,877.81			7,877.81
Union County Recreation Grant	2,595.00			2,595.00
Union County Kids Recreation - 16th Street Park	25,000.00			23,112.50
NJ Dept. of Treasury - Expansion of Fire Department	7,536.04			7,536.04
Homeland Security Fire Act Grant	3,309.00			3,309.00
NJ Grant Fire Headquarters	6,190.30			6,190.30
Special Legislative Grant - Firehouse Renovation	1,328.91			1,328.91
Recycling Tonnage Grant	9,991.66	8,580.83	8,499.92	10,072.57
DCA - Rodent Extermination	9,971.84			9,971.84
	\$ 373,846.62	42,308.12	53,913.96	362,240.78
	A	A-3	A-5	A

Borough of Kenilworth , N.J.

Schedule of Unappropriated Reserves for Grants

Federal and State Grant Fund

Year Ended December 31, 2008

<u>Grant</u>	Balance, Dec. 31, <u>2007</u>	Transfer To 2008 <u>Budget</u>	<u>Received</u>	Balance, Dec. 31, <u>2008</u>
Drunk Driving Enforcement Fund	\$ 4,901.25	4,901.25	4,494.04	4,494.04
Clean Communities			541.98	541.98
Alcohol Education and Rehabilitation Fund	1,296.75	1,296.75	1,178.00	1,178.00
Body Armor Replacement	<u>3,220.17</u>	<u>3,220.17</u>	<u>2,914.52</u>	<u>2,914.52</u>
	<u>\$ 9,418.17</u>	<u>9,418.17</u>	<u>9,128.54</u>	<u>9,128.54</u>
	A	A-14	A-5	A

Borough of Kenilworth, N.J.

Schedule of Cash

Trust Funds

Year Ended December 31, 2008

	Ref.	Assessment Trust Fund	Dog License Fund	Other Trust Funds	Emergency Services Volunteers LOSAP
Balance - December 31, 2007	B	\$ 139,153.34	4,155.51	699,203.09	283,344.58
Increase by Receipts:					
Assessments Receivable	B-4	111,970.66			
Interfund - Current Fund	B-8	64.64	96.07	9,254.36	
Dog License Fees	B-6		3,486.80		
State Share of Dog License Fees	B-6		1,129.20		
Grants Receivable - Community Development	B-7			13,777.35	
Other Trust Funds	B-12			407,342.56	
Payroll Deductions Payable	B-13			5,896,229.16	
Reserve for Unemployment Insurance	B-15			58,323.53	
Reserve for Beautification	B-15				
Reserve for Park Revitalization	B-15				
LOSAP Contributions	B-17				47,150
Net Assets Available for Benefits	B-18				(83,020.42)
Total Receipts		112,035.30	4,712.07	6,384,926.96	(35,870.42)
		251,188.64	8,867.58	7,084,130.05	247,474.16
Decreased by Disbursements:					
Payment to Current Fund - Anticipated Revenue	B-1				
Interfund - Current Fund	B-8		95.70	12,691.35	
Interfund - General Capital Fund	B-8				
Reserve for Dog Expenditures	B-10		1,867.00		
Due State Department of Health	B-11		1,129.20		
Other Trust Funds	B-12			401,661.23	
Payroll Deductions Payable	B-13			5,896,831.93	
Reserve for Community Development	B-14			14,300.42	
Reserve for Unemployment Insurance	B-15			27,182.18	
Reserve for Beautification	B-15				
Reserve for Park Revitalization	B-15				
Net Assets Available for Benefits	B-18				15,951.55
Total Disbursements			3,091.90	6,352,667.11	15,951.55
Balance - December 31, 2008	B	\$ 251,188.64	5,775.68	731,462.94	231,522.61
Analysis Other Trust Funds:					
Other				676,035.88	
Community Development				9,413.91	
Unemployment Insurance				40,582.10	
Payroll				5,431.05	
				731,462.94	

Exhibit B-3

Borough of Kenilworth , N.J.

Analysis of Assessment Cash

Assessment Trust Fund

Year Ended December 31, 2008

Ref.

Interfund - General Capital		\$ 148,464.36
Interfund - Current Fund		(416.27)
Assessment Overpayment		3.97
Fund Balance	B-1	<u>103,136.58</u>
		\$ <u>251,188.64</u>
		B

Borough of Kenilworth, N.J.

Schedule of Assessments Receivable

Trust Funds

Year Ended December 31 2008

Schedule of Prospective Assessments Funded

Trust Funds

Year Ended December 31, 2008

Exhibit B-5

Borough of Kenilworth , N.J.
Schedule of Cash Dog Licenses Collector
Trust Funds

Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007	B	\$
Increased by:		
Dog License Fees - Borough Share	B-10	\$ 3,486.80
State Fees Collected	B-11	<u>1,129.20</u>
		<u>4,616.00</u>
		<u>4,616.00</u>
Decreased by:		
Dog License Fees Paid to Treasurer	B-2	\$ 3,486.80
State Fees Paid to Treasurer	B-2	<u>1,129.20</u>
		<u>4,616.00</u>
Balance - December 31, 2008	B	\$ <u><u> </u></u>

Borough of Kenilworth, N.J.

Schedule of Due From Union County

Community Development Block Grants

Other Trust Funds

Year Ended December 31, 2008

Borough of Kenilworth , N.J.

Schedule of Interfunds

Trust Funds

Year Ended December 31, 2008

	Due to/(from) Balance <u>Dec. 31, 2007</u>	<u>Increased</u>	<u>Decreased</u>	Due to/(from) Balance <u>Dec. 31, 2008</u>
INTERFUND - CURRENT FUND				
Assessment Trust	\$ (480.91)	64.64		(416.27)
Dog License Trust	903.71	96.07	95.70	904.08
Other Trust	55,023.84	7,421.50	17,704.39	44,740.95
Unemployment Trust	(9,393.28)			(9,393.28)
Community Development Trust	549.02	1,832.86		2,381.88
INTERFUND - GENERAL CAPITAL				
Assessment Trust	58,784.90	326,036.46		384,821.36
	<hr/>	<hr/>	<hr/>	<hr/>
	<u>\$ 105,387.28</u>	<u>335,451.53</u>	<u>17,800.09</u>	<u>423,038.72</u>
	<hr/>	<hr/>	<hr/>	<hr/>
	<u>B</u>	<u></u>	<u></u>	<u>B</u>

	<u>Ref.</u>	
Receipts - Dog	B-2	96.07
Disbursed - Dog	B-2	95.70
Receipts - Assessment Trust	B-2	64.64
Assessments Confirmed	B-4	326,036.46
Overexpenditure of CDBG Reserve		5,013.04
Disbursed - Other Trust	B-2	12,691.35
Receipts - Other Trust	B-2	9,254.36
	<hr/>	<hr/>
	<u>335,451.53</u>	<u>17,800.09</u>

Schedule of Reserve for Assessments and Liens

Trust Funds

Year Ended December 31, 2008

<u>Improvement Description</u>	<u>Ordinance Number</u>	<u>Ref.</u>	<u>Balance Dec. 31, 2008</u>
Assessments Receivable:			
Curbing Wilshire Drive	98-23	B-4	3,531.47
Curbing - Various Streets	94-12	B-4	3,340.55
Curbing - Various Streets	01-13	B-4	3,125.63
Curbing - Various Streets	00-19	B-4	4,936.66
Curbing - Commonwealth Rd.	03-10	B-4	1,175.00
Curbing - Various Streets	04-14/04-16	B-4	3,917.23
Curbing - Various Streets	05-12	B-4	4,027.48
	<hr/>	<hr/>	<hr/>
	<u>\$ 24,054.02</u>	<u></u>	<u></u>
	<hr/>	<hr/>	<hr/>
	<u>B</u>	<u></u>	<u></u>

Borough of Kenilworth , N.J.
Reserve for Dog Fund Expenditures
Trust Funds

Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007	B	\$ 3,251.80
Increased by:		
Dog License Fees	B-6	<u>3,486.80</u>
		6,738.60
Decreased by:		
Expenditures R.S. 4:19-1511	B-2	<u>1,867.00</u>
		<u>1,867.00</u>
Balance - December 31, 2008	B	<u>\$ 4,871.60</u>

License Fees Collected

<u>Year</u>		
2007		\$ 3,345.80
2006		<u>3,660.40</u>
		<u>\$ 7,006.20</u>

Schedule of Due (from) / to State Department of Health

Trust Funds

Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007		\$
Increased by:		
State Fees Collected	B-6	<u>1,129.20</u>
		1,129.20
Decreased by:		
Paid to State	B-2	<u>1,129.20</u>
Balance - December 31, 2008		<u>\$</u>

Exhibit B-12

Borough of Kenilworth , N.J.

Schedule of Other Trust Funds

Trust Funds

Year Ended December 31, 2008

	<u>Balance</u> <u>Dec. 31, 2007</u>	<u>Increased</u>	<u>Decreased</u>	<u>Balance</u> <u>Dec. 31, 2008</u>
Tax Sale Premiums	\$ 133,300.00	59,900.00	124,000.00	69,200.00
State Building Surcharge Fees	2,789.00	11,721.00	11,597.00	2,913.00
Conservation Fund	88.37			88.37
Performance Deposits	6,033.00			6,033.00
Inflow Infiltration	57,919.00			57,919.00
Reserve for Police Radios , Vests & Weapons	189.62			189.62
Traffic Light Maintenance Fund	486.09			486.09
Donations for Police Equipment	17,597.88	33.00	14,648.29	2,982.59
Forfeited Funds Police - County	104,363.60	105,642.31	2,101.84	207,904.07
Forfeited Funds Police - Federal	4,949.37			4,949.37
Due to State - Marriage Surcharge Fees	65.00	985.00	725.00	325.00
Due to State - Burial Permit Fees		320.00	270.00	50.00
Municipal Court - P.O.A.A.	(95.10)	188.00		92.90
Recreation Donations - Tennis	125.00	700.00		825.00
Paving and Sewer Maintenance Escrow	7,482.50			7,482.50
Escrow Deposits	181,261.64	23,805.00	54,691.91	150,374.73
Fire Prevention Penalties	250.00	6,800.00		7,050.00
Municipal Alliance Donations	729.85			729.85
Pride in Kenilworth Donations	12,401.37	9,635.00	14,188.98	7,847.39
Street Opening Deposits	4,000.00			4,000.00
Building Department Escrow Deposits	9,500.00			9,500.00
County Environmental Health Act	17,685.35			17,685.35
Kenilworth Wrestling Club	6,239.39	10,809.75	15,122.10	1,927.04
Public Defender Fees	4,408.00	3,125.00	5,140.00	2,393.00
Outside Police Duty	37,499.14	164,075.37	149,041.11	52,533.40
Board of Health Clinics	11,481.95	9,462.13	3,800.00	17,144.08
Donations for National Night Out	25.00			25.00
Tase Grant	1,923.00			1,923.00
Centennial	9,359.48	141.00	6,335.00	3,165.48
Unidentified	56.93			56.93
	<hr/>	<hr/>	<hr/>	<hr/>
	\$ 632,114.43	407,342.56	401,661.23	637,795.76
	<hr/>	<hr/>	<hr/>	<hr/>
	B	B-2	B-2	B

Borough of Kenilworth, N.J.

Schedule of Payroll Deductions

Trust Funds

Year Ended December 31, 2008

Borough of Kenilworth, N.J.
Schedule of Reserve for
Community Development Block Grants

Other Trust Funds

Year Ended December 31, 2008

Exhibit B-15

Borough of Kenilworth , N.J.

Schedule of Reserve for Unemployment Insurance

Trust Funds

Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007	B	\$ 18,834.03
Increased by:		
Budget Appropriation		\$ 30,000.00
Appropriation Reserves		20,000.00
Interest Earned		447.06
Deductions from Employees	B-2	<u>7,876.47</u>
		<u>58,323.53</u>
		<u>77,157.56</u>
Decreased by:		
Disbursed	B-2	<u>27,182.18</u>
Balance - December 31, 2008	B	<u>\$ 49,975.38</u>

Exhibit B-16

Borough of Kenilworth , N.J.

Schedule of Other Trust Reserves

Trust Fund

Year Ended December 31, 2008

	<u>Ref.</u>	<u>Beautification</u>	<u>Youth Commission</u>	<u>Park Revitalization</u>
Balance - December 31, 2007	B	\$ <u>2,484.00</u>	<u>3,037.53</u>	<u>165.75</u>
Balance - December 31, 2008	B	\$ <u>2,484.00</u>	<u>3,037.53</u>	<u>165.75</u>

Exhibit B-17

LOSAP Contribution Receivable

Trust Funds

Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007	B	\$ 47,150.00
Increased by:		
Borough Contributions	B-18	<u>42,550.00</u>
		89,700.00
Decreased by:		
Received	B-2	<u>47,150.00</u>
Balance - December 31, 2008	B	\$ <u>42,550.00</u>

Borough of Kenilworth , N.J.

**Schedule of Emergency Services Volunteer Length
of Service Award Program - Net Assets Available for Benefits**

Trust Funds

Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007	B	\$ 330,494.58
Increased by:		
Borough Contributions	B-17	42,550.00
Appreciation	B-2	<u>(83,020.42)</u>
		<u>(40,470.42)</u>
		<u>290,024.16</u>
Decreased by:		
Withdrawals		14,188.19
Administrative Charges	B-2	<u>1,763.36</u>
		<u>15,951.55</u>
Balance - December 31, 2008	B	<u><u>274,072.61</u></u>

Exhibit C-2

Borough of Kenilworth , N.J.

Schedule of Cash

General Capital Fund

Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007	C	\$ 376,176.35
Increased by Receipts:		
Due from N.J. Transportation Trust Fund	C-4	186,545.00
Interfund - Current Fund	C-9	99,652.13
Bond Anticipation Notes	C-11	2,119,855.00
Budget Appropriations:		
Capital Improvement Fund	C-13	<u>50,000.00</u>
		<u>2,456,052.13</u>
		2,832,228.48
Decreased by Disbursements:		
Appropriated to 2008 Budget Revenue	C-1	95,000.00
Improvement Authorizations	C-12	1,331,680.08
Interfund - Current Fund	C-9	54,617.25
Contracts Payable	C-14	<u>82,020.29</u>
		<u>1,563,317.62</u>
Balance - December 31, 2008	C	<u>\$ 1,268,910.86</u>

Borough of Kenilworth, N.J.

Analysis of Cash

General Capital Fund

Year Ended December 31, 2008

	<u>Ref.</u>	
Fund Balance	C-1	\$ 37,939.87
Due from New Jersey Transportation Trust fund	C-4	(246,750.00)
Due from Union County Community Development	C-4	(84,942.00)
Due from Borough of Roselle Park	C-4	(11,833.72)
Due from Assessment Trust Fund	C-8	(384,821.36)
Due to Current Fund	C-9	(41,563.45)
Capital Improvement Fund	C-13	29,568.81
Preliminary Costs	C-14	5,973.00
Reserve for Various Improvements	C-16	16,490.00

Improvement Authorizations:

Ordinance

Number	Improvement Description	
90-11A	Improvements to Dimario Park	1,360.80
90-11B	Improvements to Various Streets	1,122.93
90-11D	Improvements to the Sanitary Sewer System	395.61
92-21	Improvement to Municipal Building	1,301.83
94-11	Various Improvements	400.00
95-21	Various Improvements	650.00
95-24	Purchase of Street Sweeper	(100.00)
96-18	Various Improvements	4,088.80
97-10	Various Improvements	5,097.50
98-22	Various Improvements	0.65
00-06	Improvements to Colfax Avenue	8,242.42
00-12	Various Improvements	22.81
00-19	Various Improvements	17,196.60
01-05	Acquisition of Senior Citizen Bus	90.00
01-14	Various Improvements	1,134.31
02-04	Various Improvements	12,462.81
02-07	Various Improvements	4,016.31
03-09	Various Improvements	7,638.22
03-17	Various Improvements	(250.00)
04-06	Various Improvements Amend Ord. 03-04	116,380.63
04-08	Various Improvements	6,779.40
04-13	Various Improvements Amend Ord. 03-17	8,201.47
04-15	Various Improvements	14,050.06
04-17	Imp. to Lafayette Pumping Station	1,682.84
05-07	Update of Computer Equipment	994.40
05-08	Purchase of All Body Dump Truck	1,000.00
05-11	Various Road Improvements	149,434.55
05-13	Sanitary Sewer Maintenance	34,921.00
05-14	Storm Drainage Improvements	58,066.00
05-20	Various Capital Improvements	150.00
06-04	Improvement to North 17th Street	614.96
06-14	Various Road Improvements	144,029.47
06-15	Purchase of Street Sweeper	1,988.00
06-20	Improvement to Dimario Park	10,000.00
07-11	Purchase of Leaf Collector	6,150.00
07-12	Various Road Improvements	425,947.09
07-14	Construction of Library Elevator	139,567.76
07-15	Purchase of Fire Rescue Pumper	5,304.57
08-11	Various Road Improvements	632,595.52
08-14	Various Capital Improvements	(29,445.68)
08-15	Acquisition of Computer Equipment	(2,521.15)
08-17	Acquisition of Vehicles	(81,051.48)
93-12	Curbing Quinton Avenue	12,884.20
93-26	Curbing Various Streets	29,977.23
94-12	Curbing Various Streets	8,038.05
95-22	Construction of Curbs	1,587.35
96-11	Construction of Curbs	3,518.02
97-11	Construction of Curbs	544.70
00-13	Construction of Curbs	(17,890.75)
01-04	Construction of Curbs - Clinton Avenue	(10,050.00)
06-16	Construction of Curbs - Various Streets	16,853.90
07-13	Construction of Curbs - Various Streets	150,676.00
08-12	Construction of Curbing - North 11th Street	43,000.00

\$ 1,268,910.86
C

Borough of Kenilworth , N.J.

Schedule of Various Receivables

General Capital Fund

Year Ended December 31, 2008

	Balance, Dec. 31, 2007	Grants Approved	Cash Received	Balance, Dec. 31, 2008
<u>New Jersey Transportation Trust Fund:</u>				
Ord. 05-11 - Various Road Improvements- North 19th Street	46,295.00			46,295.00
Ord. 07-12 - Various Road Improvements - Carnegie Street	187,000.00		200,000.00	140,250.00
Ord. 08-11 - Improvement of North 20th Street				200,000.00
	<u>233,295.00</u>	<u>200,000.00</u>	<u>186,545.00</u>	<u>246,750.00</u>
<u>Union County Community Development:</u>				
Reserve for Firehouse Elevator				34,942.00
Ord. 07-14 - Library Elevator	50,000.00			50,000.00
	<u>84,942.00</u>			<u>84,942.00</u>
<u>Due from Borough of Roselle Park</u>				
Ord. 2000-06 - Improvements to Colfax Avenue	<u>11,833.72</u>			<u>11,833.72</u>
	<u>\$ 330,070.72</u>	<u>C-11</u>	<u>186,545.00</u>	<u>C-2</u>
				<u>343,525.72</u>
				<u>C/C-3</u>

Exhibit C-5

Borough of Kenilworth , N.J.

**Schedule of Deferred Charges to Future
Taxation - Funded**

General Capital Fund

Year Ended December 31, 2008

Ref.

Balance - December 31, 2007	C	\$ 6,695,000.00
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Decreased by:

Serial Bonds Paid by Current Year		
Budget Appropriations	C-10	<u>630,000.00</u>

Balance - December 31, 2008	C	<u>\$ 6,065,000.00</u>
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Borough of Kenilworth, N.J.

Schedule of Deferred Charges to Future Taxation - Unfunded

General Capital Fund

Year Ended December 31, 2008

Ordinance Number	Improvement Description	Balance, Dec. 31, 2007	Authorizations 2008	Assessment Confirmed	Balance, Dec. 31, 2008	Analysis of Balance - Dec. 31, 2008		
						Financed by Bond Notes	Anticipation Notes	Expended
<u>General improvements:</u>								
95-24	Purchase of Street Sweeper	\$ 100.00			100.00			
03-09	Various Improvements	350.00			350.00			350.00
03-17	Various Improvements	250.00			250.00			
04-13	Various Improvements Amending Ord. 03-17	315.00			315.00			315.00
04-15	Various Improvements	160.00			160.00			160.00
06-14	Imp. to Lafayette Pumping Station	8,885.00			8,885.00			
06-15	Improvements to Colfax Avenue	12.00			12.00			12.00
07-11	Various Improvements	39,900.00			39,900.00			
07-12	Various Improvements	585,963.00			585,963.00			585,963.00
07-14	Various Improvements	138,700.00			138,700.00			138,700.00
07-15	Various Improvements	679,250.00			679,250.00			679,250.00
08-11	Various Road Improvements	492,000.00			492,000.00			492,000.00
08-14	Various Improvements	292,000.00			292,000.00			292,000.00
08-15	Acquisition of Computer Equipment	28,500.00			28,500.00			28,500.00
08-17	Acquisition of Vehicles	82,800.00			82,800.00			82,800.00
					29,445.68			29,445.68
					2,521.15			2,521.15
					81,051.48			81,051.48
					1,748.52			1,748.52

Borough of Kenilworth, N.J.

Schedule of Prospective Assessments Raised By Taxation

General Capital Fund

Year Ended December 31, 2008

Improvement Description	Ord. No.	Balance Dec. 31, 2007	Financed by			Balance Dec. 31, 2008
			Capital Fund	Improvement Fund	Assessments Confirmed	
Construction of Curbs - Clinton Ave.	01-04	950.00				950.00
Construction of Curbs - Commonwealth Road	03-10	1,175.00				1,175.00
Construction of Curbs - Various Streets	03-18	1,500.00				1,500.00
Construction of Curbs - Various Streets	04-14	80.00				80.00
Construction of Curbs - Various Streets	04-16	5,965.00				5,965.00
Construction of Curbs - Various Streets	05-12	4,560.00				4,560.00
Construction of Curbing - No. 11th Street	08-12	2,100.00				2,100.00
		<u>14,230.00</u>	<u>2,100.00</u>	<u>13,280.00</u>	<u>Reserve</u>	<u>3,050.00</u>
		<u>C</u>	<u>C</u>	<u>C</u>		

Borough of Kenilworth , N.J.

Schedule of Interfund Assessment Trust Fund

General Capital Fund

Year Ended December 31, 2008

		<u>Ref.</u>	
Balance - December 31, 2007	Due from	C	58,784.90
Increased by:			
Assessment Confirmed		C-6	<u>326,036.46</u>
Balance - December 31, 2008	Due from	C/C-3	\$ <u>384,821.36</u>

Borough of Kenilworth , N.J.

Schedule of Interfund - Current Fund

General Capital Fund

Year Ended December 31, 2008

		<u>Ref.</u>	
Balance - December 31, 2007 - Due from		C	\$ 86,598.33
Increased by:			
Disbursed		C-2	<u>54,617.25</u>
			<u>141,215.58</u>
Decreased by:			
Receipts		C-2	<u>99,652.13</u>
Balance - December 31, 2008 - Due from		C/C-3	\$ <u>41,563.45</u>

Borough of Kenilworth, N.J.

Schedule of General Serial Bonds Payable

General Capital Fund

Year Ended December 31, 2008

Borough of Kenilworth, N.J.

Schedule of Bond Anticipation Notes Payable

General Capital Fund

Year Ended December 31, 2008

Borough of Kenilworth, N.J.

Schedule of Improvement Authorizations

General Capital Fund

Year Ended December 31, 2008

Ordinance Number	Improvement Description	Date	Amount	Balance, Dec. 31, 2007		Authorizations	Paid or Charged	Balance, Dec. 31, 2008	
				Funded	Unfunded			Funded	Unfunded
General Improvements:									
90-11A	Improvements to Dimario Park	07-23-90	33,200.00					1,360.80	
90-11B	Improvements to Various Streets	07-23-90	353,000.00		1,122.93			1,122.93	
90-11D	Improve. to the Sanitary Sewer System	07-23-90	161,800.00		395.61			395.61	
92-21	Improvement to Municipal Building	12-08-92	100,000.00		1,301.83			1,301.83	
94-11	Various Improvements	09-14-94	402,000.00		400.00			400.00	
95-21	Various Improvements	09-27-95	207,000.00		650.00			650.00	
96-18	Various Improvements	10-09-96	30,000.00		4,088.80			4,088.80	
97-10	Various Improvements	05-28-97	350,000.00		5,097.50			5,097.50	
98-22	Various Improvements	08-05-98	646,000.00		0.65			0.65	
00-06	Improvements to Colfax Avenue	04-26-00	335,000.00		8,242.42			8,242.42	
00-12	Various Improvements	05-12-00	781,000.00		1,722.81			1,722.81	
00-19	Various Improvements	09-13-00	228,000.00		17,196.60			17,196.60	
01-05	Acquisition of Senior Citizen Bus	04-25-01	6,871.00		90.00			90.00	
01-14	Various Improvements	07-25-01	269,000.00		1,134.31			1,134.31	
02-04	Various Improvements	04-24-02	437,000.00		12,462.81			12,462.81	
02-07	Various Improvements	05-08-02	69,000.00		4,016.31			4,016.31	
03-09	Various Improvements	07-09-03	213,000.00		8,829.93			8,829.93	
04-06	Various Improvements	05-12-04	400,000.00		104,586.23			104,586.23	
04-08	Various Improvements	06-09-04	120,000.00		6,779.40			6,779.40	
04-13	Various Improvements Amend Ord. 03-17	08-11-04	30,860.00		6,796.51			6,796.51	
04-15	Various Improvements	08-11-04	775,490.00		18,367.44			18,367.44	
04-17	Imp. to Lafayette Pumping Station	08-11-04	110,000.00		1,682.84			1,682.84	
05-07	Update of Computer Equipment	05-11-05	15,000.00		994.40			994.40	
05-08	Purchase of All Body Dump Truck	05-11-05	110,000.00		4,600.00			4,600.00	
05-11	Various Road Improvements	07-13-05	770,100.00		58,473.50			58,473.50	
05-13	Sanitary Sewer Maintenance	07-13-05	53,000.00		34,921.00			34,921.00	
05-14	Storm Drainage Improvements	07-13-05	80,000.00		58,066.00			58,066.00	
05-20	Various Capital Improvements	12-15-05	27,762.77		150.00			150.00	
06-04	Improvement to North 17th Street	04-12-06	230,000.00		614.96			614.96	
06-14	Various Road Improvements	09-27-06	877,774.00		8,325.92			8,325.92	
06-15	Purchase of Street Sweeper	10-11-06	134,750.00		1,988.00			1,988.00	
06-20	Improvement to Dimario Park	11-08-06	10,000.00		10,000.00			10,000.00	
07-06	Creation of Sewer Utility	06-13-07	35,000.00		35,000.00			35,000.00	
07-11	Purchase of Leaf Collector	11-28-07	42,000.00		2,100.00			2,100.00	
07-12	Various Road Improvements	11-28-07	803,804.00		193,341.00			193,341.00	
07-14	Construction of Library Elevator	12-18-07	196,000.00		57,300.00			57,300.00	
07-15	Purchase of Fire Rescue Pump	12-18-07	715,000.00		679,250.00			679,250.00	
08-09	Upgrade of Fuel System	06-25-08	35,750.00		8,578.00			8,578.00	

Borough of Kenilworth : N.

Schedule of Improvement Authorizations

General Capital Fund

Year Ended December 31, 2008

Exhibit C-13

Borough of Kenilworth , N.J.
Schedule of Capital Improvement Fund
General Capital Fund
Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007	C	\$ 2,368.81
Increased by:		
Budget Appropriation	C-2	<u>50,000.00</u>
		52,368.81
Decreased by:		
Appropriated to Finance Improvement Authorizations	C-12	<u>22,800.00</u>
Balance - December 31, 2008	C/C-3	\$ <u>29,568.81</u>

Exhibit C-14

Schedule of Contracts Payable
General Capital Fund
Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007	C	\$ 116,445.64
Decreased by:		
Cancelled Payments	C-1 C-2	34,425.35 <u>82,020.29</u>
		<u>116,445.64</u>
Balance - December 31, 2008	C/C-3	\$ <u> </u>

Borough of Kenilworth , N.J.

Schedule of Preliminary Improvement Costs

General Capital Fund

Year Ended December 31, 2008

	<u>Ref.</u>	
Balance - December 31, 2007	C	\$ <u>5,973.00</u>
Balance - December 31, 2008	C/C-3	\$ <u><u>5,973.00</u></u>
Analysis of Balance - December 31, 2008		
Drainage Facilities		<u>5,973.00</u>
		<u><u>5,973.00</u></u>

Exhibit C-16

Borough of Kenilworth, N.J.

Schedule of Reserve for Various Improvements

General Capital Fund

Year Ended December 31, 2008

	<u>Balance, Dec. 31, 2007</u>	<u>Balance, Dec. 31, 2008</u>
Installation of Firehouse Elevator	\$ 16,490.00	16,490.00
	<hr/>	<hr/>
	<u>\$ 16,490.00</u>	<u>16,490.00</u>
	<u>C</u>	<u>C/C-3</u>

Borough of Kenilworth, N.J.

Schedule of Bonds and Notes Authorized But Not Issued

General Capital Fund

Year Ended December 31, 2008

Ordinance Number	Improvement Description	Balance, Dec. 31, 2007	2008 Authorizations	Due from Assessment Trust	Notes Issued	Balance, Dec. 31, 2008	
						Capital Fund	Trust Fund
<u>General improvements:</u>							
95-24	Purchase of Street Sweeper	100.00				100.00	
03-09	Various Improvements	350.00				350.00	
03-17	Various Improvements	250.00				250.00	
04-13	Various Improvements Amend Ord. 03-17	315.00				315.00	
04-15	Various Improvements	160.00				160.00	
06-14	Imp. to Lafayette Pumping Station	8,885.00				8,885.00	
06-15	Purchase of Street Sweeper	12.00				12.00	
07-11	Purchase of Leaf Collector	39,900.00				39,900.00	
07-12	Various Road Improvements	585,963.00				585,963.00	
07-14	Construction of Library Elevator	138,700.00				138,700.00	
07-15	Purchase of Fire Rescue Pumper	679,250.00				679,250.00	
08-11	Various Road Improvements	492,000.00				492,000.00	
08-14	Various Capital Improvements	292,000.00				292,000.00	
08-15	Acquisition of Computer Equipment	28,500.00				28,500.00	
08-17	Acquisition of Vehicles	82,800.00				82,800.00	
<u>Local improvements:</u>							
00-13	Construction of Curbs	24,514.55				24,514.55	
00-13	Construction of Curbs - Various Streets	6,790.17				6,790.17	
01-04	Construction of Curbs - Clinton Avenue	18,050.00				18,050.00	
03-10	Construction of Curbs - Commonwealth Rd.	22,325.00				22,325.00	
03-18	Construct. of Curbs - Various Streets	28,500.00				28,500.00	
04-14	Construction of Curbs - Amend Ord. 03-18	1,495.00				1,495.00	
04-16	Construction of Curbs - Various Streets	113,258.00				113,258.00	
05-12	Construction of Curbs - Various Streets	86,640.00				86,640.00	
06-16	Construction of Curbs - Various Streets	202,725.00				202,725.00	
07-13	Construction of Curbs - Various Streets	143,142.00				143,142.00	
08-12	Construction of Curbing - North 11th Street	40,900.00				40,900.00	
		<u>\$ 2,101,324.72</u>	<u>936,200.00</u>	<u>96,469.63</u>	<u>2,119,855.00</u>	<u>584,843.09</u>	<u>236,357.00</u>
			<u>C-12</u>	<u>C-11</u>		<u>Footnote C</u>	<u>Footnote C</u>

Exhibit E-1

Borough of Kenilworth , N.J.

Schedule of Cash-Treasurer

Public Assistance Fund

Year Ended December 31, 2008

	<u>Ref.</u>	<u>Total</u>	<u>P.A.T.F. Account #1</u>	<u>P.A.T.F. Account #2</u>
Balance - December 31, 2007	E	\$ <u>2,286.46</u>	<u>3,005.01</u>	<u>(718.55)</u>
Increased by Receipts:				
State Aid		16,900.00		16,900.00
Other		677.21	20.88	656.33
Supplemental Security Income		<u>17,577.21</u>	<u>20.88</u>	<u>17,556.33</u>
		<u>19,863.67</u>	<u>3,025.89</u>	<u>16,837.78</u>
Decreased by Disbursements:				
Public Assistance - 2008		10,723.00		10,723.00
Supplemental Security Income		<u>10,723.00</u>	<u></u>	<u>10,723.00</u>
Balance - December 31, 2008	E	\$ <u>9,140.67</u>	<u>3,025.89</u>	<u>6,114.78</u>

Borough of Kenilworth , N.J.**Schedule of Cash-Treasurer****Public Assistance Fund****Year Ended December 31, 2008**

	<u>Ref.</u>		
Balance - December 31, 2008	E-1	\$ <u>9,140.67</u>	
Increased by:			
Cash Receipts Record		<u>2,975.74</u>	
		<u>2,975.74</u>	
		<u>12,116.41</u>	
Decreased by:			
Cash Disbursements Record			
- 2009 Assistance		<u>5,145.50</u>	
Balance - May 31 , 2009		<u>\$ 6,970.91</u>	
<u>Reconciliation - May 31, 2009</u>	<u>P.A.T.F. Account #1</u>	<u>P.A.T.F. Account #2</u>	<u>TOTAL</u>
Balance on Deposit per Statement of: Wachovia Bank	3,028.21	3,942.70	6,970.91
Add: Bank Error			
Less: Outstanding Checks			
Balance - May 31 , 2009	<u>3,028.21</u>	<u>3,942.70</u>	<u>6,970.91</u>

Borough of Kenilworth , N.J.**Schedule of Cash-Treasurer****Public Assistance Fund****Year Ended December 31, 2008**

Balance - December 31, 2007	\$ 2,286.46
Increased by Receipts:	
Cash Receipts Record	<u>17,577.21</u>
	<u>19,863.67</u>
Decreased by Disbursements:	
Public Assistance - 2008	<u>10,723.00</u>
	<u>10,723.00</u>
Balance - December 31, 2008	\$ <u>9,140.67</u>

<u>Reconciliation - December 31, 2008</u>	<u>P.A.T.F. Account #1</u>	<u>P.A.T.F. Account #2</u>	<u>TOTAL</u>
Balance on Deposit per Statement of:			
Wachovia Bank	3,025.89	7,114.78	10,140.67
Add: Bank Error			
Less: Outstanding Checks	<u>(1,000.00)</u>	<u>(1,000.00)</u>	
Balance, December 31, 2008	<u>3,025.89</u>	<u>6,114.78</u>	<u>9,140.67</u>

Exhibit E-4

Borough of Kenilworth , N.J.

Schedule of Revenues - Cash Basis

Public Assistance Fund

Year Ended December 31, 2008

	<u>Total</u>	<u>P.A.T.F. Account #1</u>	<u>P.A.T.F. Account #2</u>
State Aid Payments	\$ 16,900.00		16,900.00
Less: Refunds to the State			
Net State Aid Payments	16,900.00		16,900.00
Interest Earned	118.21	20.88	97.33
Supplemental Security Income			
State/Municipal Refund			
Client Refund			
Refunds - State Matched Assistance	559.00		559.00
Total Revenues (P.A.T.F.)	17,577.21	20.88	17,556.33
Total Receipts	\$ 17,577.21	20.88	17,556.33

Exhibit E-5

Schedule of Expenditures - Cash Basis

Public Assistance Fund

Year Ended December 31, 2008

	<u>Total</u>	<u>P.A.T.F. Account #1</u>	<u>P.A.T.F. Account #2</u>
Reported:			
Current Year Assistance (State Matching):			
Maintenance Payments	\$ 7,187.00		7,187.00
Other:			
Temporary Rental Assistance	2,036.00		2,036.00
Emergency Assistance - Rent	1,500.00		1,500.00
Other Medical			
Total Payments Reported	10,723.00		10,723.00
Assistance Ineligible for State Aid			
Interfund Transfers			
SSI Payments:			
Reimbursement to Clients			
Total Disbursements (P.A.T.F.)	\$ 10,723.00		10,723.00

Exhibit E-6

Borough of Kenilworth , N.J.

Schedule of Reserve for Public Assistance

Public Assistance Fund

Year Ended December 31, 2008

Ref.

Balance - December 31, 2007	E	\$ <u>2,286.46</u>
Increased by Receipts:		
State Aid		16,900.00
Interest		118.21
Other		559.00
		<u>17,577.21</u>
		<u>19,863.67</u>
Decreased by Disbursements:		
Public Assistance		<u>10,723.00</u>
		<u>10,723.00</u>
Balance - December 31, 2008	E	\$ <u>9,140.67</u>

Exhibit E-7

Schedule of Reserve for Community Fund

Public Assistance Fund

Year Ended December 31, 2008

Ref.

Balance - December 31, 2007	E	\$ 758.54
Increased by Receipts:		
Other - Donations		<u>1,815.00</u>
Balance - December 31, 2008	E	\$ <u>2,573.54</u>

BOROUGH OF KENILWORTH

PART II

LETTER ON COMPLIANCE AND ON INTERNAL CONTROL

COMMENTS AND RECOMMENDATIONS

YEAR ENDED DECEMBER 31, 2008

Ferraioli, Wielkotz, Cerullo & Cuva, P.A.

Charles J. Ferraioli, Jr., MBA, CPA, RMA
Steven D. Wielkotz, CPA, RMA
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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

June 22, 2009

Honorable Mayor and
Members of the Borough Council
Borough of Kenilworth
Kenilworth, New Jersey 07033

We have audited the financial statements-regulatory basis of the Borough of Kenilworth in the County of Union as of and for the year ended December 31, 2008, and have issued our report thereon dated June 22, 2009. Our report disclosed that, as described in note 1 to the financial statements-regulatory basis, the Borough of Kenilworth prepares its financial statements on a basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with a modified accrual basis of accounting and the budget laws of the State of New Jersey, which is a comprehensive 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 as 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, we considered the Borough of Kenilworth's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements-regulatory basis, but not for the purpose of expressing an opinion on the effectiveness of the Borough of Kenilworth's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Borough of Kenilworth's internal control over financial reporting.

A control deficiency 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 misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affect the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.



Honorable Mayor and
Members of the Borough Council
Page 2.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

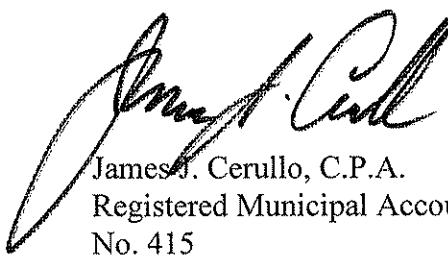
Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

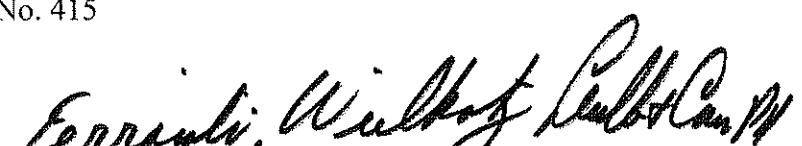
As part of obtaining reasonable assurance about whether the Borough of Kenilworth's financial statements-regulatory basis are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could 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.

We noted certain immaterial instances of noncompliance that we have reported to the management of the Borough of Kenilworth in the accompanying comments and recommendations section of this report.

This report is intended solely for the information of management, The Division of Local Government Services, Department of Community Affairs, State of New Jersey, Federal Awarding Agencies and Pass Through Entities and is not intended to be and should not be used by anyone other than these specified parties.



James J. Cerullo, C.P.A.
Registered Municipal Accountant
No. 415



FERRAIOLI, WIELKOTZ, CERULLO & CUVA, P.A.

Certified Public Accountants

June 22, 2009



GENERAL COMMENTS

Contracts and Agreements

N.J.S.A. 40A:11-4 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."

Effective April 17, 2000 and thereafter the bid thresholds in accordance with N.J.S.A. 40A:11-3 (as amended) is \$17,500. On July 1, 2005, the bid threshold was increased to \$21,000.

N.J.S.A. 40A:11-2 contains definitions for terms used throughout N.J.S.A. 40A:11-1 et seq. and was amended under P.L. 1999, c.440. It includes as subsection (23) the term 'competitive contracting', which is defined as "the method described in sections 1 through 5 of P.L. 1999, c.440 (C.40A:11-4.1 through C.40A:11-4.5) of contracting for specialized goods and services in which formal proposals are solicited from vendors' formal proposals are evaluated by the purchasing agent or counsel; and the governing body awards a contract to a vendor or vendors from among the formal proposals received."

N.J.S.A. 40A:11-3 was amended with P.L. 1999, c.440 to raise the bid threshold and require award by governing body resolution. "When the cost or price of any contract awarded by the purchasing agent in the aggregate does not exceed in a contract year the total sum of \$17,500 or \$21,000 after July 1, 2005, the contract may be awarded by a purchasing agent when so authorized by ordinance or resolution as appropriate to the contracting unit, of the governing body of the contracting unit without public advertising for bids and bidding therefore, except that the governing body may adopt an ordinance or resolution to set a lower threshold for the receipt of public bids or the solicitation of competitive quotations."

N.J.S.A. 40A:11-15 was amended with P.L. 1999, c.440 to extend the base contract period. "Any contract made pursuant to this section may be awarded for a period of 24 consecutive months, except that contracts for professional services pursuant to paragraph (1) of subsection (a) of N.J.S.A. 40A:11-5 may be awarded for a period not exceeding 12 consecutive months."

The governing body of the Municipality has the responsibility of determining whether the expenditures in any category will exceed \$21,000 within the contract year. Where question arises as to whether any contract or agreement might result in violation of the statute, the Borough Counsel's opinion should be sought before a commitment is made.

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

Roadway Improvements
Curb Replacement Program
Rescue Pumper

Resolutions were adopted authorizing the awarding of contracts and agreements for "Professional Services" N.J.S. 40A:11-5.

Inasmuch as the system of records did not provide for an accumulation of payments for categories for the performance of any work or the furnishing or hiring of any material or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear cut violation existed. No violations were disclosed.

Our examination of expenditures did not reveal any individual payments, contracts or agreements in excess of the statutory threshold "for the performance of any work or the furnishing or hiring of any materials or supplies," other than those where bids had been previously sought by public advertisement or where a resolution had been previously adopted under the provisions of N.J.S. 40A:11-6.

Collection of Interest on Delinquent Taxes and Assessments

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

The governing body on January 1, 2008 adopted the following resolution authorizing interest to be charged on delinquent taxes:

WHEREAS, Chapter 75 of the Public Laws of 1991 of the State of New Jersey authorizes the governing body of each municipality by resolution to fix the rate of interest to be charged for nonpayment of taxes or assessments on or before the date when they would become delinquent, and

WHEREAS, the provisions of said statute provides that the rate of interest to be so charged may be fixed at a rate not to exceed 8% per annum on the first \$1,500. of delinquency, and a rate of 18% per annum on any amount in excess of \$1,500.

WHEREAS, the statute further provides that the governing body may provide that no interest shall be charged if payment is made within the tenth calendar day following the date which the same became payable, and

WHEREAS, (N.J.S.A. 54:4-67 AS AMENDED) also provides that the governing body may fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000. who fails to pay that delinquency prior to the end of the (calendar) fiscal year which shall not exceed (6%) six percent; and

WHEREAS, the Governing Body of the Borough of Kenilworth deems that implementation of Chapter 75 of the P.L. of 1991 (N.J.S.A. 54:4-67) the same is desirable and appropriate;

NOW THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Kenilworth that pursuant to the authority granted to it by N.J.S.A. 54:4-67, AS AMENDED that the rate of interest be set in the amount of 8% on the first 1,500. of the delinquency and at the rate of 18% on any amount in excess of \$1,500 provided payment is not made within the grace period of ten days from the date payable and that the penalty on amounts due in excess of \$10,000 at the close of the (calendar) fiscal year be set at 6% of the amount of the delinquency.

It appears from our test of the collector's record that interest was collected in accordance with the foregoing resolution.

Delinquent Taxes and Tax Title Liens

The last tax sale was held on June 12, 2008, and was complete.

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 of Liens</u>
2008	22
2007	24
2006	24

Verification of Delinquent Taxes and Other Charges

A test verification of delinquent charges and current payments was made in accordance with the regulations of the Division of Local Government Services.

The results of the test, which was made as of December 31, 2008, is not yet known, but a separate report will be rendered if any irregularities were developed.

In addition, analytical review procedures were utilized to ascertain the validity of the receivables.

OTHER COMMENTS

Payment of Claims/Test of Expenditures

1. Several vouchers included in our testing of expenditures did not contain all of the required signatures.

RECOMMENDATIONS

1. That the surety bond for the tax collector be increased to the minimum required by statute.
2. That prior to the payment of vouchers, they should be reviewed for all of the required signatures.

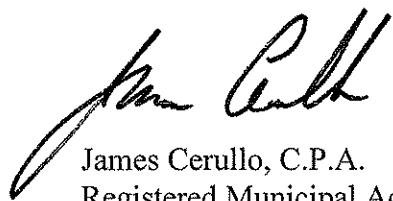
STATUS OF PRIOR YEAR AUDIT FINDINGS/RECOMMENDATIONS

A review was performed on all prior year recommendations and corrective action was taken on all with the exception of those marked with an “*”.

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

Should any questions arise as to my comments or recommendations, or should you desire assistance in implementing my recommendations, please do not hesitate to call me.

Very truly yours,



James Cerullo, C.P.A.
Registered Municipal Accountant
No. 415



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Certified Public Accountants