

TOWN OF DOVER
COUNTY OF MORRIS
REPORT OF AUDIT
2009

NISIVOCCIA & COMPANY LLP
CERTIFIED PUBLIC ACCOUNTANTS

TOWN OF DOVER
COUNTY OF MORRIS
REPORT OF AUDIT
2009

TOWN OF DOVER
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TOWN OF DOVER

PART I

FINANCIAL STATEMENTS

AND SUPPLEMENTARY SCHEDULES

YEAR ENDED DECEMBER 31, 2009



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May 21, 2010

Independent Auditors' Report

The Honorable Mayor and Members
 of the Board of Aldermen
 Town of Dover
 Dover, New Jersey

We have audited the financial statements of the various funds of the Town of Dover in the County of Morris (the "Town") as of and for the years ended December 31, 2009 and 2008, as listed in the table of contents. These financial statements are the responsibility of the Town's management. Our responsibility is to express opinions on these financial statements based on our audits.

Except as discussed in the fourth paragraph, we conducted our audits in accordance with auditing standards generally accepted in the United States of America, audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division"), 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 examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinions.

As described in Note 1, these financial statements have been prepared in conformity with accounting principles prescribed by the Division that demonstrate compliance with the modified accrual basis, with certain exceptions, and the budget laws of New Jersey, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The effects on the financial statements of the variances between the statutory 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 the Town prepares its financial statements on the basis of accounting discussed in the third paragraph, the financial statements referred to in the first paragraph, do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Town as of December 31, 2009 and 2008, and the results of its operations for the years then ended.

The Honorable Mayor and Members
of the Board of Aldermen
Town of Dover
Page 2
May 21, 2010

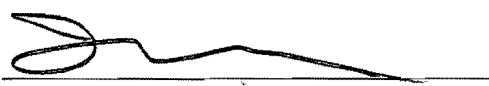
However, in our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the various funds of the Town of Dover at December 31, 2009 and 2008, and the results of operations and changes in fund balances, where applicable, of such funds thereof for the years then ended, in conformity with accounting principles prescribed by the Division, as described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 21, 2010 on our consideration of the Town's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts, 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 audits.

Our audits were conducted for the purpose of forming opinions on the financial statements taken as a whole. The information included in the supplementary schedules listed in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements. The accompanying schedules of expenditures of federal and state awards are also presented for purposes of additional analysis as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Nonprofit Organizations*, and New Jersey's OMB Circular NJOMB 04-04, *Single Audit Policy for Recipients of Federal Grants, State Grants, and State Aid* and are not a required part of the financial statements. This information has been subjected to the auditing procedures applied in the audits 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 to the financial statements and Note B to the schedules of expenditures of federal and state awards.

Mount Arlington, New Jersey


NISIVOCIA & COMPANY LLP


David H. Evans
Registered Municipal Accountant No. 98
Certified Public Accountant

TOWN OF DOVER
COUNTY OF MORRIS
2009
CURRENT FUND

TOWN OF DOVER
CURRENT FUND
COMPARATIVE BALANCE SHEET

	Ref.	December 31,	
		2009	2008
<u>ASSETS</u>			
Regular Fund:			
Cash and Cash Equivalents	A-4	\$ 2,707,377.85	\$ 3,041,728.49
Change Funds		615.00	615.00
Receivables and Other Assets with Full Reserves:			
Delinquent Taxes	A-7	840,451.38	960,468.99
Tax Title Liens	A-8	187,291.51	166,936.48
Property Acquired for Taxes - Assessed Valuation		137,400.00	137,400.00
Revenue Accounts Receivable	A-9	43,777.69	34,283.49
Sewer Rents Receivable	A-10	90,352.91	74,228.53
Due from:			
Police Outside Services		55,492.16	23,976.99
Federal and State Grant Fund	A	9,934.08	
Animal Control Fund	B	978.80	
Total Receivables and Other Assets with Full Reserves		<u>1,365,678.53</u>	<u>1,397,294.48</u>
Deferred Charges:			
Special Emergency Appropriation		<u>198,000.00</u>	<u>279,000.00</u>
		<u>198,000.00</u>	<u>279,000.00</u>
Total Regular Fund		<u>4,271,671.38</u>	<u>4,718,637.97</u>
Federal and State Grant Fund:			
Federal and State Grants Receivable	A-13	1,176,490.88	433,536.56
Due from Current Fund	A		100,869.18
Total Federal and State Grant Fund		<u>1,176,490.88</u>	<u>534,405.74</u>
<u>TOTAL ASSETS</u>		<u>\$ 5,448,162.26</u>	<u>\$ 5,253,043.71</u>

TOWN OF DOVER
CURRENT FUND
COMPARATIVE BALANCE SHEET
(Continued)

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	Ref.	December 31,	
		2009	2008
Regular Fund:			
Appropriation Reserves:			
Unencumbered	A-3;A-11	\$ 672,187.68	\$ 961,711.72
Encumbered	A-3;A-11	121,976.55	365,060.55
Total Appropriation Reserves		<u>794,164.23</u>	<u>1,326,772.27</u>
County Taxes Payable		5,870.47	11,966.15
Local School Taxes Payable	A-12	1,049,314.31	90,559.60
Prepaid Taxes		132,442.57	105,526.64
Tax Overpayments		2,384.79	
Prepaid Sewer Rents			1,896.37
Sewer Rent Overpayments		3,825.72	
Due to:			
Federal and State Grant Fund	A		100,869.18
Other Trust - Recycling Trust Fund	B	370.00	390.00
Dover Housing Authority			4,130.34
State of NJ - Marriage License Fees		1,790.00	1,905.00
State of NJ - Veterans' and Senior Citizens' Deductions		13,425.22	11,925.22
State of NJ - Building Fees		269.00	768.00
Reserve for:			
Maintenance of Free Public Library		34,516.79	47,725.25
Attorney Foreclosure Fees		318.13	318.13
Third Party Liens			26,208.29
Sale of Municipal Assets		4,855.35	4,855.35
Master Plan		4,144.56	4,144.56
Tax Maps and Revaluation		29,399.97	141,639.83
Lien Repayment from Homeowner			48,475.00
Tax Appeals		120,000.00	120,000.00
		<u>2,197,091.11</u>	<u>2,050,075.18</u>
Reserve for Receivables and Other Assets	A	1,365,678.53	1,397,294.48
Fund Balance	A-1	708,901.74	1,271,268.31
Total Regular Fund		<u>4,271,671.38</u>	<u>4,718,637.97</u>
Federal and State Grant Fund:			
Appropriated Reserves	A-14	932,869.62	359,870.44
Unappropriated Reserves	A-15	45,397.35	6,674.41
Encumbrances Payable	A-14	188,289.83	167,860.89
Due Current Fund	A	9,934.08	
Total Federal and State Grant Fund		<u>1,176,490.88</u>	<u>534,405.74</u>
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCE</u>		<u>\$ 5,448,162.26</u>	<u>\$ 5,253,043.71</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER
CURRENT FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN FUND BALANCE

	Year Ended December 31,	
	2009	2008
<u>Revenue and Other Income Realized</u>		
Fund Balance Utilized	\$ 940,000.00	\$ 700,000.00
Miscellaneous Revenue Anticipated	6,051,099.65	6,385,208.03
Receipts from:		
Delinquent Taxes	942,150.55	823,540.04
Current Taxes	27,194,015.63	26,497,094.19
Nonbudget Revenue	387,086.56	341,776.77
Other Credits to Income:		
Cancellation of Appropriated Reserves - Federal and State Grant Fund	4,086.09	13,584.48
Interfunds and Other Receivables Returned		2,691.25
Unexpended Balance of Appropriation Reserves	414,247.20	682,292.20
 Total Income	 <u>35,932,685.68</u>	 <u>35,446,186.96</u>
 <u>Expenditures</u>		
Budget Appropriations:		
Municipal Purposes	18,593,622.78	17,914,760.33
County Taxes	3,727,503.71	3,974,344.03
Local School District Taxes	13,095,033.00	12,907,390.50
Interfunds and Other Receivables Advanced	42,428.05	
Prior Year Refund of Revenue	78,748.09	
Cancellation of Federal and State Grant Funds Receivable	10,297.95	
Reclassified Expenditures from Federal and State Grant Fund	7,418.67	
Prior Year's Senior Citizen Deductions		
Disallowed		500.00
Reserve for Pending Tax Appeals		45,000.00
 Total Expenditures	 <u>35,555,052.25</u>	 <u>34,841,994.86</u>
 Excess in Revenue	 377,633.43	 604,192.10

TOWN OF DOVER
CURRENT FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN FUND BALANCE
(Continued)

	<u>Ref.</u>	<u>Year Ended December 31,</u>	
		<u>2009</u>	<u>2008</u>
Statutory Excess to Fund Balance		<u>\$ 377,633.43</u>	<u>\$ 604,192.10</u>
<u>Fund Balance</u>			
Balance January 1		<u>1,271,268.31</u>	<u>1,367,076.21</u>
		<u>1,648,901.74</u>	<u>1,971,268.31</u>
Decreased by:			
Utilized as Anticipated Revenue		<u>940,000.00</u>	<u>700,000.00</u>
Balance December 31	A	<u><u>\$ 708,901.74</u></u>	<u><u>\$ 1,271,268.31</u></u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER
CURRENT FUND
STATEMENT OF REVENUE
YEAR ENDED DECEMBER 31, 2009

	<u>Budget</u>	<u>Added by NJSA 40A:4-87</u>	<u>Realized</u>	<u>Excess or Deficit*</u>
Fund Balance Anticipated	\$ 940,000.00		\$ 940,000.00	
Miscellaneous Revenue:				
Licenses:				
Alcoholic Beverages	37,000.00		36,509.00	\$ 491.00 *
Other	45,000.00		39,373.50	5,626.50 *
Fees and Permits	142,000.00		138,259.18	3,740.82 *
Fines and Costs:				
Municipal Court	540,000.00		490,664.74	49,335.26 *
Interest and Costs on Taxes	180,000.00		121,733.59	58,266.41 *
Interest on Investments and Deposits	72,000.00		12,078.24	59,921.76 *
In Lieu of Taxes - Mill Pond Towers				
Senior Citizen Apartments	181,000.00		181,232.00	232.00
Sewer Rents	1,647,000.00		1,579,615.44	67,384.56 *
Fire Prevention Inspection Fees	39,000.00		36,713.00	2,287.00 *
Consolidated Municipal Property Tax Relief Aid	699,327.00		699,327.00	
Energy Receipts Taxes	860,971.00		860,971.00	
Uniform Construction Code Fees	157,000.00		119,016.20	37,983.80 *
Interlocal Services - Municipal Court	330,000.00		330,000.00	

TOWN OF DOVER
CURRENT FUND
STATEMENT OF REVENUE
YEAR ENDED DECEMBER 31, 2009
(Continued)

	<u>Budget</u>	<u>Added by NJSA 40A:4-87</u>	<u>Realized</u>	<u>Excess or Deficit*</u>
Miscellaneous Revenue (Cont'd):				
N.J. Transportation Trust Fund Authority Act	\$ 120,000.00		\$ 120,000.00	
Public Health Priority Funding	11,388.00		11,388.00	
Clean Communities Program	20,537.00		20,537.00	
Municipal Alliance on Alcoholism and Drug Abuse	30,661.00		30,661.00	
Safe and Secure Communities Program - P.L. 1994, Chapter 220	50,413.00		50,413.00	
Small Cities Grant	700,000.00		700,000.00	
Reserve for Housing Rehabilitation	48,745.00		48,745.00	
Cooperative Housing Inspection Grant	3,126.00		3,126.00	
Rockaway River Watershed Cabinet	18,650.00		18,650.00	
The College of New Jersey	35,750.00		35,750.00	
New Jersey DOT - Highway Safety Grant		\$ 48,000.00	48,000.00	
Bulletproof Vest Partnership Grant	3,494.00	2,399.85	5,893.85	
State Health Services Grant - H1N1		65,102.00	65,102.00	
Municipal Alliance Donation - Borough of Victory Gardens	1,000.00		1,000.00	
Utility Operating Surplus of Prior Year (Parking Utility)	80,000.00		80,000.00	
Uniform Fire Safety Act	40,000.00		35,867.65	\$ 4,132.35 *
Cell Tower Rental	122,000.00		130,473.26	8,473.26
Total Miscellaneous Revenue	6,216,062.00	115,501.85	6,051,099.65	280,464.20 *
Receipts from Delinquent Taxes	914,000.00		942,150.55	28,150.55

TOWN OF DOVER
CURRENT FUND
STATEMENT OF REVENUE
YEAR ENDED DECEMBER 31, 2009
(Continued)

	<u>Budget</u>	<u>Added by NJSA 40A:4-87</u>	<u>Realized</u>	<u>Excess or Deficit*</u>
Amount to be Raised by Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes	\$ 11,257,093.51		\$ 11,220,512.43	\$ 36,581.08 *
Budget Totals	19,327,155.51	\$ 115,501.85	19,153,762.63	<u>\$ 288,894.73 *</u>
Nonbudget Revenue			387,086.56	
	<u>\$ 19,327,155.51</u>	<u>\$ 115,501.85</u>	<u>\$ 19,540,849.19</u>	

TOWN OF DOVER
CURRENT FUND
STATEMENT OF REVENUE
YEAR ENDED DECEMBER 31, 2009
(Continued)

Analysis of Realized Revenue

Allocation of Current Tax Collections:

Collection of Current Taxes	\$ 27,194,015.63
Allocated to:	
School and County Taxes	16,822,536.71
	10,371,478.92
Add: Appropriation "Reserve for Uncollected Taxes"	849,033.51
Realized for Support of Municipal Budget	\$ 11,220,512.43
Receipts from Delinquent Taxes:	
Delinquent Taxes Receivable	\$ 935,773.95
Tax Title Liens	6,376.60
	\$ 942,150.55

Analysis of Nonbudget Revenue

Miscellaneous Revenue Not Anticipated:

Treasurer:

Cable T.V. Franchise Fee	\$ 60,237.00	
Flea Market Fee/Dover Marketplace	36,000.00	
Clerk Miscellaneous Revenue	5,693.17	
Morris County Municipal Joint Insurance Fund	26,634.30	
Senior Citizen and Veteran Deductions - Administrative Fee	1,905.00	
NJ Department of Motor Vehicles - Inspection Fees	300.00	
Prior Year Joint Insurance Fund Reimbursement	100,100.00	
Other Receipts	95,503.96	
		\$ 326,373.43
Due from Animal Control Fund:		
Statutory Excess in Reserve for Animal Control		978.80
Tax Collector Miscellaneous Revenue		59,734.33
		\$ 387,086.56

TOWN OF DOVER
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2009

	Appropriations		Expended By		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Within "CAPS":					
GENERAL GOVERNMENT:					
Mayor and Board of Aldermen:					
Salaries and Wages	\$ 50,990.00	\$ 50,990.00	\$ 50,990.00		
Other Expenses	40,820.00	40,820.00	21,520.31	\$ 19,299.69	
Administrative and Executive:					
Salaries and Wages	165,077.00	156,377.00	141,747.55	14,629.45	
Other Expenses	114,250.00	114,250.00	94,624.69	19,625.31	
Town Clerk:					
Salaries and Wages	102,616.00	112,616.00	102,243.91	10,372.09	
Other Expenses	24,150.00	24,150.00	13,338.05	10,811.95	
Financial Administration:					
Salaries and Wages	156,808.00	156,808.00	153,704.69	3,103.31	
Other Expenses	12,400.00	12,400.00	10,874.89	1,525.11	
Annual Audit	36,720.00	36,720.00	5,950.00	30,770.00	
Assessment of Taxes:					
Salaries and Wages	81,661.00	81,661.00	80,222.67	1,438.33	
Other Expenses	24,850.00	24,850.00	16,354.02	8,495.98	
Collection of Taxes:					
Salaries and Wages	52,205.00	52,205.00	47,970.09	4,234.91	
Other Expenses	9,655.00	9,655.00	7,957.77	1,697.23	
Legal Services and Costs:					
Legal Fees	113,000.00	113,000.00	95,527.80	17,472.20	
Municipal Prosecutor:					
Salaries and Wages	89,612.00	81,612.00	78,951.40	2,660.60	

TOWN OF DOVER
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2009
(Continued)

	Appropriations		Expended By		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Within "CAPS" (Continued):					
GENERAL GOVERNMENT (Continued):					
Engineering Services and Costs:					
Salaries and Wages	\$ 141,893.00	\$ 138,393.00	\$ 137,061.19	\$ 1,331.81	
Other Expenses	39,290.00	39,290.00	29,779.46	9,510.54	
Municipal Land Use Law (N.J.S.A.40:55D-1):					
Planning Board:					
Salaries and Wages	5,841.00	5,841.00	5,841.00		
Other Expenses	7,845.00	7,845.00	4,058.02	3,786.98	
Board of Adjustment:					
Salaries and Wages	5,841.00	5,841.00	5,841.00		
Other Expenses	5,670.00	5,670.00	3,902.25	1,767.75	
Insurance:					
General Liability	161,336.00	161,336.00	161,336.00		
Workers Compensation	206,187.00	206,187.00	206,186.80	0.20	
Employee Group Health	2,449,790.00	2,561,790.00	2,539,456.35	22,333.65	
Code Enforcement:					
Salaries and Wages	320,357.00	309,357.00	302,224.26	7,132.74	
Other Expenses	7,450.00	7,450.00	6,426.84	1,023.16	
PUBLIC SAFETY:					
Police:					
Salaries and Wages	3,482,083.00	3,482,083.00	3,415,701.81	66,381.19	
Other Expenses	186,224.00	186,224.00	163,233.83	22,990.17	
Office of Emergency Management:					
Salaries and Wages	6,495.00	6,495.00	6,495.00		
Other Expenses	3,000.00	3,000.00	1,143.45	1,856.55	
Public Defender:					
Other Expenses	34,737.00	34,737.00	31,982.00	2,755.00	

TOWN OF DOVER
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2009
(Continued)

	Appropriations		Expended By		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Within "CAPS" (Continued):					
PUBLIC SAFETY:					
Uniform Fire Safety Act (P.L. 1983,Ch. 383):					
Salaries and Wages	\$ 82,048.00	\$ 79,048.00	\$ 78,551.79	\$ 496.21	
Other Expenses	8,050.00	8,050.00	7,626.41	423.59	
Fire:					
Salaries and Wages	452,653.00	452,653.00	446,532.14	6,120.86	
Other Expenses	96,600.00	96,600.00	95,272.19	1,327.81	
Municipal Court:					
Salaries & Wages	145,875.00	125,478.00	105,835.76	19,642.24	
Other Expenses	49,510.00	57,907.00	48,817.10	9,089.90	
HEALTH & WELFARE:					
Board of Health:					
Salaries and Wages	158,616.00	162,706.00	162,706.00		
Other Expenses	115,270.00	113,980.00	97,976.92	16,003.08	
Solid Waste and Recycling:					
Salaries and Wages	96,014.00	96,014.00	87,967.22	8,046.78	
Other Expenses	1,152,520.00	1,130,520.00	1,028,684.41	101,835.59	
RECREATION & EDUCATION:					
Shade Trees:					
Salaries and Wages	1,606.00	1,606.00	1,606.00		
Other Expenses	24,545.00	24,545.00	24,230.00	315.00	
Senior Citizens Transportation:					
Salaries and Wages	36,077.00	34,577.00	32,941.89	1,635.11	
Other Expenses	11,000.00	11,000.00	10,612.80	387.20	

TOWN OF DOVER
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2009
(Continued)

	Appropriations		Expended By		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Within "CAPS" (Continued):					
RECREATION & EDUCATION:					
Recreation Department:					
Salaries and Wages	\$ 99,521.00	\$ 90,821.00	\$ 89,545.85	\$ 1,275.15	
Other Expenses	44,725.00	44,725.00	32,764.36	11,960.64	
Historic Preservation:					
Salaries and Wages	5,841.00	5,841.00	5,841.00		
Other Expenses	7,450.00	7,450.00	4,307.20	3,142.80	
STREETS & ROADS:					
Division of Streets and Roads:					
Salaries and Wages	679,426.00	679,426.00	649,431.90	29,994.10	
Other Expenses	73,120.00	78,120.00	62,895.06	15,224.94	
Division of Sewer Maintenance:					
Salaries and Wages	198,895.00	198,895.00	196,364.75	2,530.25	
Other Expenses	8,500.00	8,500.00	3,897.52	4,602.48	
Buildings and Grounds Maintenance Division:					
Salaries and Wages	68,487.00	67,487.00	63,381.22	4,105.78	
Other Expenses	49,750.00	49,750.00	48,206.91	1,543.09	
Snow and Ice Removal:					
Salaries and Wages	36,500.00	36,500.00	18,570.03	17,929.97	
Other Expenses	80,000.00	80,000.00	79,993.33	6.67	
State Uniform Construction Code:					
Salaries and Wages	127,911.00	117,911.00	115,557.45	2,353.55	
Other Expenses	6,835.00	6,835.00	6,075.07	759.93	
Unclassified:					
Utility Expenses & Bulk Purchases	528,000.00	490,600.00	420,309.70	70,290.30	

TOWN OF DOVER
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2009
(Continued)

	Appropriations		Expended By		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Total Operations Within "CAPS"	\$ 12,584,198.00	\$ 12,587,198.00	\$ 11,969,149.08	\$ 618,048.92	
Total Operations Including Contingent Within "CAPS"	12,584,198.00	12,587,198.00	11,969,149.08	618,048.92	
Detail:					
Salaries and Wages	6,850,949.00	6,707,630.00	6,504,876.17	202,753.83	
Other Expenses	5,733,249.00	5,879,568.00	5,464,272.91	415,295.09	
Deferred Charges and Statutory Expenditures - Municipal within "CAPS":					
Statutory Expenditures:					
Contributions to:					
Public Employees Retirement System	220,541.00	220,541.00	220,541.00		
Social Security System (O.A.S.I.)	337,479.00	337,479.00	295,231.84	42,247.16	
Consolidated Police and Firemen s Pension Fund	10,661.00	10,661.00	10,660.91	0.09	
Police and Fireman s Retirement System of NJ	437,126.00	437,126.00	437,126.00		
Defined Contribution Retirement Program	7,000.00	4,000.00	4,000.00		
Total Deferred Charges and Statutory Expenditures - Municipal Within "CAPS"	1,012,807.00	1,009,807.00	967,559.75	42,247.25	
Total General Appropriations for Municipal Purposes Within "CAPS"	13,597,005.00	13,597,005.00	12,936,708.83	660,296.17	

TOWN OF DOVER
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2009
(Continued)

	<u>Appropriations</u>		<u>Expended By</u>		<u>Unexpended Balance Cancelled</u>
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	
Operations Excluded from "CAPS":					
Rockaway Valley Regional Sewerage Authority Contribution	\$ 1,040,947.00	\$ 1,040,947.00	\$ 1,040,947.00		
Maintenance of Free Public Library (Ch. 82 and 541, P.L. 1985):					
Salaries and Wages	298,031.00	298,031.00	288,919.38	\$ 9,111.62	
Other Expenses	242,165.00	242,165.00	239,385.19	2,779.81	
Interlocal Municipal Service Agreements	330,000.00	330,000.00	330,000.00		
Public and Private Programs Offset by Revenue:					
Public Health Priority Funds	11,388.00	11,388.00	11,388.00		
Clean Communities Program	20,537.00	20,537.00	20,537.00		
Safe and Secure Communities Program:					
State Share	50,413.00	50,413.00	50,413.00		
Local Share	170,473.00	170,473.00	170,473.00		
Small Cities Grants	700,000.00	700,000.00	700,000.00		
Cooperative Housing Inspection Grant	3,126.00	3,126.00	3,126.00		
Rockaway River Watershed Cabinet	18,650.00	18,650.00	18,650.00		
Municipal Alliance on Alcoholism and Drug Abuse:					
State Share	30,661.00	30,661.00	30,661.00		
Local Share	8,290.00	8,290.00	8,290.00		

TOWN OF DOVER
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2009
(Continued)

	Appropriations		Expended By		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations Excluded from "CAPS" (Continued):					
Public and Private Programs Offset by					
Revenue (Continued):					
DOT Safe Corridor Grant (N.J.S.A. 40A:4-87 + \$48,000.00)		\$ 48,000.00	\$ 48,000.00		
Reserve for Housing Rehabilitation	\$ 48,745.00	48,745.00	48,745.00		
Bulletproof Vest Program (N.J.S.A. 40A:4-87 + \$2,399.85)	3,494.00	5,893.85	5,893.85		
The College of New Jersey	35,750.00	35,750.00	35,750.00		
State Health Services Grant H1N1 (N.J.S.A. 40A:4-87 + \$65,102.00)		65,102.00	65,102.00		
Total Operations Excluded from "CAPS"	3,012,670.00	3,128,171.85	3,116,280.42	\$ 11,891.43	
Detail:					
Salaries and Wages	298,031.00	298,031.00	288,919.38	9,111.62	
Other Expenses	2,714,639.00	2,830,140.85	2,827,361.04	2,779.81	
Capital Improvements - Excluded from "CAPS":					
Capital Improvement Fund	124,946.00	124,946.00	124,946.00		
New Jersey Transportation Trust Fund Authority Act	120,000.00	120,000.00	120,000.00		
Total Capital Improvements - Excluded from "CAPS"	244,946.00	244,946.00	244,946.00		

TOWN OF DOVER
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2009
(Continued)

	<u>Appropriations</u>		<u>Expended By</u>		<u>Unexpended Balance Cancelled</u>
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	
Municipal Debt Service Excluded from "CAPS":					
Payment of Bond Principal	\$ 1,157,425.00	\$ 1,157,425.00	\$ 1,157,425.00		
Interest on Bonds	202,629.00	202,629.00	202,628.83		\$ 0.17
Capital Lease:					
Principal	47,531.00	47,531.00	47,531.00		
Interest	9,916.00	9,916.00	9,915.10		0.90
Total Municipal Debt Service - Excluded from "CAPS"	<u>1,417,501.00</u>	<u>1,417,501.00</u>	<u>1,417,499.93</u>		<u>1.07</u>
Deferred Charges - Municipal - Excluded from "CAPS"					
Special Emergency Authorizations - 5 Years	81,000.00	81,000.00	81,000.00		
Total Deferred Charges - Municipal - Excluded from "CAPS"	<u>81,000.00</u>	<u>81,000.00</u>	<u>81,000.00</u>		
Judgements (N.J.S.A.40A:4-45.3cc)	<u>125,000.00</u>	<u>125,000.00</u>	<u>124,999.92</u>	\$ 0.08	
Total General Appropriations Excluded from "CAPS"	<u>4,881,117.00</u>	<u>4,996,618.85</u>	<u>4,984,726.27</u>	<u>11,891.51</u>	<u>1.07</u>
Subtotal General Appropriations	18,478,122.00	18,593,623.85	17,921,435.10	672,187.68	1.07
Reserve for Uncollected Taxes	<u>849,033.51</u>	<u>849,033.51</u>	<u>849,033.51</u>		
Total General Appropriations	<u>\$ 19,327,155.51</u>	<u>\$ 19,442,657.36</u>	<u>\$ 18,770,468.61</u>	<u>\$ 672,187.68</u>	<u>\$ 1.07</u>

Ref.

A

TOWN OF DOVER
CURRENT FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2009
(Continued)

		Analysis of	
<u>Ref.</u>	Budget After Modification		Paid or Charged
Adopted Budget	\$ 19,327,155.51		
Added by:			
N.J.S.A. 40A:4-87	115,501.85		
	\$ 19,442,657.36		
Cash Disbursed		\$	16,720,447.37
Reserve for Uncollected Taxes			849,033.51
Deferred Charges			81,000.00
Encumbrances	A		121,976.55
Transfer to Appropriated Grant Reserves:			
Federal, State and Local Grants			1,158,265.85
Local Matching Funds			178,763.00
			19,109,486.28
Less: Appropriation Refunds			339,017.67
		\$	18,770,468.61

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER

COUNTY OF MORRIS

2009

TRUST FUNDS

TOWN OF DOVER
TRUST FUNDS
COMPARATIVE BALANCE SHEET

	Ref.	December 31,	
		2009	2008
<u>ASSETS</u>			
Animal Control Fund:			
Cash and Cash Equivalents	B-4	\$ 15,588.18	\$ 6,419.78
		<u>15,588.18</u>	<u>6,419.78</u>
Other Trust Funds:			
Cash and Cash Equivalents	B-4	962,587.53	1,175,523.69
Due from Current Fund - Recycling Trust Fund	A	370.00	390.00
		<u>962,957.53</u>	<u>1,175,913.69</u>
<u>TOTAL ASSETS</u>		<u>\$ 978,545.71</u>	<u>\$ 1,182,333.47</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Animal Control Fund:			
Due to State of New Jersey		\$ 7.80	\$ 13.20
Due to Current Fund	A	978.80	
Reserve for Animal Control Fund Expenditures	B-6	14,601.58	6,406.58
		<u>15,588.18</u>	<u>6,419.78</u>
Other Trust Funds:			
Tax Sale Premiums		335,100.00	535,100.00
Reserve for:			
Other Deposits		425,965.52	434,779.13
Recycling Trust Fund		25,237.76	19,700.88
Forfeited Assets Deposits		49,463.43	52,230.93
Fire Penalty Fees		1,174.43	974.43
Recreation		44,226.47	32,288.33
Historical Preservation		3,450.00	1,800.00
Accumulated Absences		40,273.34	55,272.34
Unemployment Compensation		38,066.58	43,767.65
		<u>962,957.53</u>	<u>1,175,913.69</u>
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCE</u>		<u>\$ 978,545.71</u>	<u>\$ 1,182,333.47</u>

THE ACCOMPANYING NOTES TO THE FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER
ASSESSMENT TRUST FUND
STATEMENT OF FUND BALANCE
YEAR ENDED DECEMBER 31, 2009

NOT APPLICABLE

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER
ASSESSMENT TRUST FUND
STATEMENT OF REVENUE
YEAR ENDED DECEMBER 31, 2009

NOT APPLICABLE

ASSESSMENT TRUST FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2009

NOT APPLICABLE

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER

COUNTY OF MORRIS

2009

GENERAL CAPITAL FUND

TOWN OF DOVER
GENERAL CAPITAL FUND
COMPARATIVE BALANCE SHEET

	Ref.	December 31,	
		2009	2008
<u>ASSETS</u>			
Cash and Cash Equivalents	C-2	\$ 460,610.98	\$ 488,056.62
Deferred Charges to Future Taxation:			
Funded		4,564,086.58	5,769,041.69
Unfunded	C-4	930,328.00	449.00
<u>TOTAL ASSETS</u>		<u>\$ 5,955,025.56</u>	<u>\$ 6,257,547.31</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Serial Bonds Payable	C-8	\$ 4,380,000.00	\$ 5,537,425.00
Morris County Improvement Authority Lease Payable	C-9	184,086.58	231,616.69
Improvement Authorizations:			
Funded	C-5	353,175.04	470,716.24
Unfunded	C-5	930,328.00	449.00
Capital Improvement Fund	C-6	76,005.20	0.20
Downpayments on Improvements	C-6A	5,237.00	5,237.00
Encumbrances Payable		22,700.65	8,610.09
Fund Balance	C-1	3,493.09	3,493.09
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCE</u>		<u>\$ 5,955,025.56</u>	<u>\$ 6,257,547.31</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER
GENERAL CAPITAL FUND
STATEMENT OF FUND BALANCE

	<u>Ref.</u>	
Balance December 31, 2008	C	<u>\$ 3,493.09</u>
Balance December 31, 2009	C	<u><u>\$ 3,493.09</u></u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER

COUNTY OF MORRIS

2009

WATER UTILITY FUND

TOWN OF DOVER
WATER UTILITY FUND
COMPARATIVE BALANCE SHEET

	Ref.	December 31,	
		2009	2008
<u>ASSETS</u>			
Operating Fund:			
Cash and Cash Equivalents:			
Treasurer	D-4	\$ 509,669.29	\$ 513,654.45
Collector's Change Fund		100.00	100.00
Receivables and Inventory with Full Reserves:			
Consumer Accounts Receivable	D-6	93,734.82	96,993.80
Inventory	D-7	54,968.84	63,121.33
Total Receivables and Inventory with Full Reserves		<u>148,703.66</u>	<u>160,115.13</u>
Total Operating Fund		<u>658,472.95</u>	<u>673,869.58</u>
Capital Fund:			
Cash and Cash Equivalents	D-4	499,343.47	536,215.30
New Jersey Department of Transportation Receivable		149,562.41	149,562.41
Fixed Capital	D-8	7,422,377.31	7,422,377.31
Fixed Capital Authorized and Uncompleted	D-9	3,483,300.00	2,826,300.00
Total Capital Fund		<u>11,554,583.19</u>	<u>10,934,455.02</u>
<u>TOTAL ASSETS</u>		<u>\$ 12,213,056.14</u>	<u>\$ 11,608,324.60</u>

TOWN OF DOVER
WATER UTILITY FUND
COMPARATIVE BALANCE SHEET
(Continued)

	Ref.	December 31,	
		2009	2008
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Operating Fund:			
Liabilities:			
Appropriation Reserves:			
Unencumbered	D-3;D-10	\$ 113,725.17	\$ 244,626.40
Encumbered	D-3;D-10	141,345.73	93,471.21
Total Appropriation Reserves		<u>255,070.90</u>	<u>338,097.61</u>
Prepaid Water Rents		611.13	723.80
Accrued Interest on Bonds		<u>51,390.54</u>	<u>54,741.58</u>
		307,072.57	393,562.99
Reserve for Receivables and Inventory	D	148,703.66	160,115.13
Fund Balance	D-1	<u>202,696.72</u>	<u>120,191.46</u>
Total Operating Fund		<u>658,472.95</u>	<u>673,869.58</u>
Capital Fund:			
Serial Bonds Payable	D-14	3,100,575.00	3,300,575.00
Improvement Authorizations:			
Funded	D-11	479,918.54	504,904.13
Unfunded	D-11	722,681.16	98,699.85
Capital Improvement Fund	D-12	523.48	18,373.48
Encumbrances Payable		54,703.20	48,570.75
Reserve for:			
Receivables		149,562.41	149,562.41
Amortization		6,981,088.03	6,781,088.03
Deferred Amortization	D-13	57,087.59	24,237.59
Fund Balance	D-1A	<u>8,443.78</u>	<u>8,443.78</u>
Total Capital Fund		<u>11,554,583.19</u>	<u>10,934,455.02</u>
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCE</u>		<u>\$ 12,213,056.14</u>	<u>\$ 11,608,324.60</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER
WATER UTILITY OPERATING FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN FUND BALANCE

	Ref.	Year Ended December 31,	
		2009	2008
<u>Revenue and Other Income Realized</u>			
Fund Balance Utilized		\$ 120,000.00	\$ 121,143.00
Rents		2,172,061.41	2,240,117.75
Miscellaneous Revenue Anticipated		4,429.88	22,317.43
Other Credits to Income:			
Appropriation Reserves Lapsed		163,013.97	127,262.95
		<u>2,459,505.26</u>	<u>2,510,841.13</u>
<u>Expenditures</u>			
Budget Expenditures:			
Operating		1,776,329.00	1,944,423.00
Capital Improvement Fund		15,000.00	
Debt Service		342,930.00	354,642.68
Deferred Charges and Statutory Expenditures		122,741.00	117,077.00
Refund of Prior Year Revenue			214.89
		<u>2,257,000.00</u>	<u>2,416,357.57</u>
Excess in Revenue		202,505.26	94,483.56
<u>Fund Balance</u>			
Balance January 1	D	120,191.46	266,850.90
		322,696.72	361,334.46
Decreased by:			
Utilized as Anticipated Revenue		120,000.00	121,143.00
Utilized as Anticipated Revenue - Current Fund			120,000.00
Balance December 31	D	<u>\$ 202,696.72</u>	<u>\$ 120,191.46</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER
WATER UTILITY CAPITAL FUND
STATEMENT OF FUND BALANCE

	<u>Ref.</u>	
Balance December 31, 2008	D	\$ <u>8,443.78</u>
Balance December 31, 2009	D	\$ <u><u>8,443.78</u></u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER
WATER UTILITY OPERATING FUND
STATEMENT OF REVENUE
YEAR ENDED DECEMBER 31, 2009

	<u>Anticipated</u>	<u>Realized</u>	<u>Excess or Deficit*</u>
Fund Balance Anticipated	\$ 120,000.00	\$ 120,000.00	
Water Rents	2,240,000.00	2,172,061.41	\$ 67,938.59 *
Miscellaneous	22,000.00	4,429.88	17,570.12 *
	<u>\$ 2,382,000.00</u>	<u>\$ 2,296,491.29</u>	<u>\$ 85,508.71 *</u>

Analysis of Water Rents Revenue:

Cash Received	\$ 2,171,337.61
Prepaid Rents Applied	723.80
	<u>\$ 2,172,061.41</u>

Analysis of Miscellaneous Revenue:

Water Collector:	
Copy Fees	1,115.00
Miscellaneous	55.32
	<u>1,170.32</u>
Treasurer:	
Interest on Investments	<u>3,259.56</u>
	<u>\$ 4,429.88</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER
WATER UTILITY OPERATING FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2009

	<u>Appropriations</u>		<u>Expended by</u>	
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>
Operating:				
Salaries and Wages	\$ 645,981.00	\$ 645,981.00	\$ 616,366.21	\$ 29,614.79
Other Expenses	1,255,348.00	1,255,348.00	1,050,614.47	204,733.53
Capital Improvements:				
Capital Improvement Fund	15,000.00	15,000.00	15,000.00	
Debt Service:				
Payment of Bond Principal	200,000.00	200,000.00	200,000.00	
Interest on Bonds	142,930.00	142,930.00	142,930.00	
Deferred Charges and Statutory Expenditures:				
Statutory Expenditures:				
Contribution to:				
Public Employees' Retirement System	75,591.00	75,591.00	75,591.00	
Social Security System (O.A.S.I.)	47,150.00	47,150.00	42,773.15	4,376.85
	<u>\$ 2,382,000.00</u>	<u>\$ 2,382,000.00</u>	<u>\$ 2,143,274.83</u>	<u>\$ 238,725.17</u>
				D
Cash Disbursed			\$ 1,873,038.82	
Encumbrances	D		141,345.73	
Accrued Interest on Bonds			142,930.00	
			<u>2,157,314.55</u>	
Less: Appropriation Refunds			<u>14,039.72</u>	
			<u>\$ 2,143,274.83</u>	

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER

COUNTY OF MORRIS

2009

PARKING UTILITY FUND

TOWN OF DOVER
PARKING UTILITY FUND
COMPARATIVE BALANCE SHEET

	Ref.	December 31,	
		2009	2008
<u>ASSETS</u>			
Operating Fund:			
Cash and Cash Equivalents:			
Treasurer	E-4	\$ 131,539.15	\$ 191,423.66
Collector's Change Fund			25.00
Total Operating Fund		<u>131,539.15</u>	<u>191,448.66</u>
Capital Fund:			
Cash and Cash Equivalents	E-4	35,056.42	38,378.67
Fixed Capital	E-6	610,815.40	610,815.40
Fixed Capital Authorized and Uncompleted	E-7	417,028.00	417,028.00
Total Capital Fund		<u>1,062,899.82</u>	<u>1,066,222.07</u>
<u>TOTAL ASSETS</u>		<u>\$ 1,194,438.97</u>	<u>\$ 1,257,670.73</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Operating Fund:			
Liabilities:			
Appropriation Reserves:			
Unencumbered	E-3;E-8	\$ 29,424.28	\$ 37,265.35
Encumbered	E-3;E-8	1,904.34	5,546.99
Total Appropriation Reserves		<u>31,328.62</u>	<u>42,812.34</u>
Prepaid Parking Decals		815.00	21,298.75
		<u>32,143.62</u>	<u>64,111.09</u>
Fund Balance	E-1	99,395.53	127,337.57
Total Operating Fund		<u>131,539.15</u>	<u>191,448.66</u>
Capital Fund:			
Bond Anticipation Notes	E-12	352,114.00	
Improvement Authorizations:			
Funded	E-9	315.44	18,915.44
Unfunded	E-9	5,277.75	352,114.00
Capital Improvement Fund	E-10	29,463.23	19,463.23
Reserves For:			
Amortization		610,815.40	610,815.40
Deferred Amortization	E-11	64,914.00	64,914.00
Total Capital Fund		<u>1,062,899.82</u>	<u>1,066,222.07</u>
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCE</u>		<u>\$ 1,194,438.97</u>	<u>\$ 1,257,670.73</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER
PARKING UTILITY OPERATING FUND
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN FUND BALANCE

	Ref.	<u>Year Ended December 31,</u>	
		<u>2009</u>	<u>2008</u>
<u>Revenue and Other Income Realized</u>			
Fund Balance Utilized		\$ 25,000.00	\$ 30,000.00
Revenue - Parking Meters		184,178.77	92,447.76
Miscellaneous		72,420.58	151,103.74
Other Credits to Income:			
Appropriation Reserves Lapsed		24,986.61	29,275.51
		<u>306,585.96</u>	<u>302,827.01</u>
<u>Expenditures</u>			
Budget Expenditures:			
Operating		190,225.00	160,916.00
Capital Improvements		10,000.00	10,000.00
Statutory Expenditures		29,278.00	26,314.00
Prior Year Sales Tax Adjustment		25.00	5.25
		<u>229,528.00</u>	<u>197,235.25</u>
Excess in Revenue		77,057.96	105,591.76
<u>Fund Balance</u>			
Balance January 1	E	<u>127,337.57</u>	<u>176,745.81</u>
		204,395.53	282,337.57
Decreased by:			
Utilized as Anticipated Revenue		25,000.00	30,000.00
Prior Year Fund Balance Anticipated as Current Fund Revenue		<u>80,000.00</u>	<u>125,000.00</u>
Balance December 31	E	<u>\$ 99,395.53</u>	<u>\$ 127,337.57</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER
PARKING UTILITY OPERATING FUND
STATEMENT OF REVENUE
YEAR ENDED DECEMBER 31, 2009

	<u>Anticipated</u>	<u>Realized</u>	<u>Excess or Deficit *</u>
Fund Balance Anticipated	\$ 25,000.00	\$ 25,000.00	
Revenue - Parking Meters	90,000.00	184,178.77	\$ 94,178.77
Miscellaneous	114,503.00	72,420.58	42,082.42 *
	<u>\$ 229,503.00</u>	<u>\$ 281,599.35</u>	<u>\$ 52,096.35</u>

Analysis of Miscellaneous Revenue:

Collector:

Parking Permits - Decals	\$ 37,392.00
Prior Year Prepaid Parking Decals Applied as Revenue	<u>21,298.75</u>
	58,690.75

Treasurer:

Interest on Deposits	\$ 1,104.83
Parking Agreement	<u>12,625.00</u>
	<u>13,729.83</u>
	<u>\$ 72,420.58</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER
PARKING UTILITY OPERATING FUND
STATEMENT OF EXPENDITURES
YEAR ENDED DECEMBER 31, 2009

	<u>Appropriations</u>		<u>Expended by</u>	
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>
Operating:				
Salaries and Wages	\$ 105,775.00	\$ 108,275.00	\$ 105,608.67	\$ 2,666.33
Other Expenses	84,450.00	81,950.00	55,724.18	26,225.82
Capital Improvements:				
Capital Improvement Fund	10,000.00	10,000.00	10,000.00	
Statutory Expenditures:				
Contribution to:				
Public Employees' Retirement System	16,618.00	16,618.00	16,618.00	
Social Security System (O.A.S.I.)	7,500.00	7,500.00	6,967.87	532.13
Unemployment Compensation Insurance (N.J.S.A. 43:21-3 et. seq.)	400.00	400.00	400.00	
Liability Insurance	1,265.00	1,265.00	1,265.00	
Disability Insurance	540.00	540.00	540.00	
Workers Compensation Insurance	2,955.00	2,955.00	2,955.00	
	<u>\$ 229,503.00</u>	<u>\$ 229,503.00</u>	<u>\$ 200,078.72</u>	<u>\$ 29,424.28</u>
	<u>Ref.</u>			E
Cash Disbursed			\$ 198,174.38	
Encumbrances	E		<u>1,904.34</u>	
			<u>\$ 200,078.72</u>	

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER

COUNTY OF MORRIS

2009

GENERAL FIXED ASSETS ACCOUNT GROUP

TOWN OF DOVER
GENERAL FIXED ASSETS ACCOUNT GROUP
COMPARATIVE BALANCE SHEET

	December 31,	
	2009	2008
<u>ASSETS</u>		
Land	\$ 4,105,200.00	\$ 4,105,200.00
Buildings	2,326,500.00	2,326,500.00
Machinery and Equipment	7,513,969.10	7,462,372.59
<u>TOTAL ASSETS</u>	<u>\$ 13,945,669.10</u>	<u>\$ 13,894,072.59</u>
 <u>RESERVES</u>		
Reserve for General Fixed Assets	\$ 13,945,669.10	\$ 13,894,072.59
<u>TOTAL RESERVES</u>	<u>\$ 13,945,669.10</u>	<u>\$ 13,894,072.59</u>

THE ACCOMPANYING NOTES TO FINANCIAL STATEMENTS
ARE AN INTEGRAL PART OF THIS STATEMENT

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009

Note 1: Summary of Significant Accounting Policies

A. Reporting Entity

Except as noted below, the financial statements of the Town of Dover include every board, body, officer or commission supported and maintained wholly or in part by funds appropriated by the Town of Dover, as required by N.J.S. 40A:5-5.

Governmental Accounting Standards Board ("GASB") Codification Section 2100, "Defining the Financial Reporting Entity" establishes standards to determine whether a governmental component unit should be included in the financial reporting entity. The basic criterion for inclusion or exclusion from the financial reporting entity is the exercise of oversight responsibility over agencies, boards and commissions by the primary government. The exercise of oversight responsibility includes financial interdependency, selection of governing authority, designation of management, ability to significantly influence operations, and accountability for fiscal matters. In addition, certain legally separate, tax-exempt entities that meet specific criteria (i.e., benefit of economic resources, access/entitlement to resources, and significance) should be included in the financial reporting entities. As the financial reporting entity was established in accordance with New Jersey statutes, the requirements of GASB Codification Section 2100 were not followed and, accordingly, the reporting entity could be different from accounting principles generally accepted in the United States of America.

B. Description of Funds

The accounting policies of the Town of Dover conform to the accounting principles applicable to municipalities which have been prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division"). 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 Town of Dover accounts for its financial transactions through the following separate funds:

Current Fund - Resources and expenditures for governmental operations of a general nature, including federal and state grant funds.

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

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

Water Utility Operating and Capital Funds - Account for the operations and acquisition of capital facilities of the municipally owned water utility.

Parking Utility Operating and Capital Funds - Account for the operations and acquisition of capital facilities of the municipally owned parking utility.

Fixed Asset General Account Group - These accounts were established with estimated values of land, buildings and certain fixed assets of the Town as discussed in Note 1E.

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 1: Summary of Significant Accounting Policies (Cont'd)

C. Basis of Accounting

Basis of accounting refers to when revenue and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The accounting policies of the Town of Dover conform to the accounting principles applicable to municipalities which have been prescribed by the Division which differ in certain respects from accounting principles generally accepted in the United States of America applicable to local governmental units. The more significant policies in New Jersey follow.

Revenue is recorded when received in cash except for certain amounts which may be due from the State of New Jersey. Grant revenue is realized in the Operating Funds when it is budgeted and in the Capital Funds when improvements are authorized. The amounts recorded as property taxes and consumer accounts receivable have not been included in revenue. Amounts that are due to the municipality, which are susceptible of accrual, are recorded as receivables with offsetting reserves in the Current Fund.

Expenditures are charged to operations based on budgeted amounts. Exceptions to this general rule include:

1. Accumulated unpaid vacation, sick pay and other employee amounts are not accrued.
2. Prepaid expenses, such as insurance premiums applicable to subsequent periods, are charged to current budget appropriations in total.
3. Principal and interest on long-term debt are recognized when due.

Expenditures, if any, in excess of appropriations, appropriation reserves or ordinances become deferred charges which must be raised by future taxes. Outstanding encumbrances at December 31 are reported as a cash liability in the financial statements and constitute part of the statutory appropriation reserve balance. Appropriation reserves covering unexpended appropriation balances are automatically created at December 31 of each year and recorded as liabilities, except for amounts which may be canceled by the governing body. Appropriation reserves are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year. Lapsed appropriation reserves are recorded as income.

The cash basis of accounting is followed in the Trust and Capital Funds, except that encumbrances payable are recorded in the Capital Funds.

Had the Town's financial statements been prepared under accounting principles generally accepted in the United States of America, encumbrances would not be considered as expenditures; appropriation reserves would not be recorded; revenue susceptible to accrual would have been reflected without offsetting reserves; Federal and State grants and assistance would be recognized when earned, not when awarded; inventories would not be reflected as expenditures at the time of purchase; and fixed assets purchased by the Utility Capital Funds would be depreciated.

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009

(Continued)

Note 1: Summary of Significant Accounting Policies (Cont'd)

D. Deferred Charges to Future Taxation – The Capital Fund balance sheet includes both funded and unfunded deferred charges. Funded means that bonds have been issued and are being paid off on a serial basis. Unfunded means that debt has been authorized but not permanently financed. A municipality can eliminate an unfunded deferred charge by raising it in the budget or collecting a grant. The unfunded deferred charge may also be funded by selling bonds and by issuing loans or capital lease purchase agreements.

E. Other significant accounting policies include:

Management Estimates – The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

Cash and Cash Equivalents – Amounts include petty cash, change funds, amounts on deposit, and short-term investments with original maturities of three months or less.

Investments – Investments are stated at cost or amortized cost, which approximates market.

Grants Receivable – Grants receivable represent total grant awards less amounts collected to date. Because the amount of grants funds to be collected are dependent on the total costs eligible for reimbursement, the actual amount collected may be less than the total amount awarded.

Allowance for Uncollectible Accounts – No allowance for uncollectible accounts has been recorded as all amounts are considered collectible.

Compensated Absences – Expenditures relating to unused vested accumulated vacation and sick pay are not recorded until paid.

Foreclosed Property - Foreclosed property is recorded in the Current Fund at the assessed valuation when such property was acquired and is fully reserved.

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.

Inventories of Supplies - The cost of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The cost of inventories are not included on the various balance sheets, except for the Water Utility Operating Fund. The value of inventory is offset by a reserve.

General Fixed Assets Account Group - General fixed assets are recorded at historical value as estimated by the independent appraisal company which conducted an inventory of the Town's equipment during 2001 plus the cost of any current year additions except for land (which is recorded at the 1987 assessed value) and buildings (which are recorded at historical cost). The replacement value of buildings is recorded at 1987 amounts obtained from the Property Statement of Values which was utilized in the determination of the 1987-1988 Property Insurance Coverage Policy. Infrastructure assets are not included in general fixed assets, as per state directive.

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 1: Summary of Significant Accounting Policies (Cont'd)

E. Other significant accounting policies include: (Cont'd)

General Fixed Assets Account Group (Cont'd) – Major renewals and betterments are charged to the asset accounts; maintenance and minor repairs and replacements, which do not improve or extend the lives of the respective assets, are expensed currently. Donated fixed assets are valued at their fair market value on the date donated. No depreciation has been provided for on general fixed assets. The total value recorded for general fixed assets is offset by a "Reserve for General Fixed Assets." When properties are retired or otherwise disposed of, the asset and the reserve are adjusted accordingly. Assets recorded in the General Fixed Assets Account Group may also be recorded in the Current, General Capital, Water Utility and Parking Utility Funds. The values recorded in the General Fixed Asset Account Group and the Current, General Capital, Water Utility and Parking Utility Funds may not always agree due to differences in valuation methods, timing of recognition of assets, and the recognition of infrastructures. Capital assets are reviewed for impairment.

Property and equipment purchased by the Utility Funds are recorded in the capital account at cost and are adjusted for disposition and abandonment. The amounts shown do not purport to represent replacement costs or current value. Contributions in aid of construction are not capitalized. The balance in the Reserve for Amortization and Deferred Reserve for Amortization accounts in the Utility Capital Funds represent charges to operations for the costs of acquisitions of property, equipment and improvements. The Utility Funds do not record depreciation on fixed assets.

Budget/Budgetary Control – Annual appropriated budgets are usually prepared in the first quarter for the Current, Water Utility Operating and Parking Utility Operating Funds. The budgets are submitted to the governing body and the Division of Local Government Services. Budgets are prepared using the cash basis of accounting. The legal level of budgetary control is established at the line item accounts within each fund. Line item accounts are defined as the lowest (most specific) level of detail as established pursuant to the flexible chart of accounts referenced in N.J.S.A. 40A. All budget amendments/transfers must be approved by the Town during the year.

Note 2: Long-Term Debt

Summary of Municipal Debt

The Local Bond Law governs the issuance of bond to finance general Town capital expenditures. All bonds are retired in serial installments within the statutory period of usefulness. All bonds issued by the Town are general obligation bonds. The Town's full faith and credit and taxing power has been pledged to the payment of the general obligation debt principal and interest.

TOWN OF DOVER
 NOTES TO FINANCIAL STATEMENTS
 YEAR ENDED DECEMBER 31, 2009
 (Continued)

Note 2: Long-Term Debt (Cont'd)

Summary of Municipal Debt (Cont'd)

	December 31,		
	2009	2008	2007
<u>Issued</u>			
General:			
Bonds and Notes	\$ 4,564,086.58	\$ 5,769,041.69	\$ 6,919,498.58
Water Utility:			
Bonds and Notes	3,100,575.00	3,300,575.00	3,500,575.00
Parking Utility:			
Bonds and Notes	352,114.00		
Total Issued	<u>8,016,775.58</u>	<u>9,069,616.69</u>	<u>10,420,073.58</u>
<u>Authorized but not Issued:</u>			
General:			
Bonds and Notes	930,328.00	449.00	93,123.14
Water Utility:			
Bonds and Notes	766,926.69	142,776.69	714.28
Parking Utility:			
Bonds and Notes		352,114.00	
Total Authorized but not Issued	<u>1,697,254.69</u>	<u>495,339.69</u>	<u>93,837.42</u>
Net Bonds and Notes Issued and Authorized but not Issued	<u>\$ 9,714,030.27</u>	<u>\$ 9,564,956.38</u>	<u>\$ 10,513,911.00</u>

Summary of Municipal Debt Issued and Outstanding

Summary of Municipal Debt Issued and Outstanding - Current Year

	Balance 12/31/2008	Additions	Retirements	Balance 12/31/2009
<u>Serial Bonds Payable:</u>				
General Capital Fund	\$ 5,537,425		\$ 1,157,425	\$ 4,380,000
Water Utility Fund	3,300,575		200,000	3,100,575
<u>Lease Payable:</u>				
General Capital Fund	231,617		47,530	184,087
<u>Bond Anticipation Notes Payable:</u>				
Parking Utility Fund		\$ 352,114		352,114
Total	<u>\$ 9,069,617</u>	<u>\$ 352,114</u>	<u>\$ 1,404,955</u>	<u>\$ 8,016,776</u>

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 2: Long-Term Debt (Cont'd)

Summary of Municipal Debt Issued and Outstanding (Cont'd)

Summary of Municipal Debt Issued and Outstanding - Prior Year

	<u>Balance</u> <u>12/31/2007</u>	<u>Additions</u>	<u>Retirements</u>	<u>Balance</u> <u>12/31/2008</u>
Serial Bonds Payable:				
General Capital Fund	\$ 6,642,425		\$ 1,105,000	\$ 5,537,425
Water Utility Fund	3,500,575		200,000	3,300,575
Lease Payable:				
General Capital Fund	<u>277,074</u>		<u>45,457</u>	<u>231,617</u>
Total	<u>\$ 10,420,074</u>	<u>\$ -</u>	<u>\$ 1,350,457</u>	<u>\$ 9,069,617</u>

Summary of Statutory Debt Condition - Annual Debt Statement

The summarized statement of debt condition, which follows, is prepared in accordance with the required method of setting up the Annual Debt Statement and indicates a statutory net debt of .34%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local School Debt	\$ 11,514,000.00	\$ 11,514,000.00	
Water Utility Debt	3,867,501.69	3,867,501.69	
Parking Utility Debt	352,114.00	352,114.00	
General Debt	<u>5,494,414.58</u>		<u>\$ 5,494,414.58</u>
	<u>\$ 20,875,916.27</u>	<u>\$ 15,381,501.69</u>	<u>\$ 5,494,414.58</u>

Net Debt \$5,494,414.58 divided by Equalized Valuation Basis per N.J.S. 40A:2-2 as amended, \$1,612,693,970.67 = .34%.

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

3-1/2% Average Equalized Valuation of Real Property	\$ 56,444,288.97
Net Debt	<u>6,904,588.78</u>
Remaining Borrowing Power	<u>\$ 49,539,700.19</u>

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 2: Long-Term Debt (Cont'd)

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

Cash Receipts from Fees, Rents or Other Charges for Year		\$ 2,296,491.29
Deductions:		
Operating and Maintenance Costs	\$ 1,899,070.00	
Debt Service	342,930.00	
Total Deductions	2,242,000.00	2,242,000.00
Excess in Revenue		\$ 54,491.29

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

Cash Receipts from Fees, Rents or Other Charges for Year		\$ 281,599.35
Deductions:		
Operating and Maintenance Costs	\$ 219,503.00	
Total Deductions	219,503.00	219,503.00
Excess in Revenue		\$ 62,096.35

Footnote: If there is an "excess in revenue", all such utility debt is deductible. If there is a "deficit", then utility debt is not deductible to the extent of 20 times such deficit amount.

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

The Town's debt issued and outstanding on December 31, 2009 is described as follows:

<u>General Capital Serial Bonds</u>			
Purpose	Final Maturity Date	Interest Rate	Balance Outstanding Dec. 31, 2009
General Improvement	09/01/13	2.85% - 3.40%	\$ 2,265,000.00
General Improvement	10/15/19	3.625% - 4.00%	2,115,000.00
			\$ 4,380,000.00

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 2: Long-Term Debt (Cont'd)

The Town's debt issued and outstanding on December 31, 2009 is described as follows: (Cont'd)

<u>Water Utility Capital Serial Bonds</u>			
<u>Purpose</u>	<u>Final Maturity Date</u>	<u>Interest Rate</u>	<u>Balance Outstanding Dec. 31, 2009</u>
Water Improvements	07/15/19	4.90%	\$ 901,575.00
Water Improvements	09/01/23	3.625% - 4.70%	2,199,000.00
			<u>\$ 3,100,575.00</u>
<u>General Capital Lease Payable</u>			
<u>Purpose</u>	<u>Final Maturity Date</u>	<u>Interest Rate</u>	<u>Balance Outstanding Dec. 31, 2009</u>
Emergency Medical Vehicle and Street Sweeper	01/11/13	4.51%	\$ 184,086.58
<u>Parking Utility Bond Anticipation Notes Payable</u>			
<u>Purpose</u>	<u>Final Maturity Date</u>	<u>Interest Rate</u>	<u>Balance Outstanding Dec. 31, 2009</u>
Various General Improvements	03/16/10	2.77%	\$ 352,114.00
TOTAL DEBT ISSUED AND OUTSTANDING			<u><u>\$ 8,016,775.58</u></u>

Morris County Improvement Authority Lease Payable

On May 30, 2007, the Town of Dover entered into a lease agreement with the Morris County Improvement Authority in the amount of \$341,568.35. The lease was to fund existing ordinances in the amount of \$434,242, for the purchase of a street sweeper and an EMS vehicle. Principal payments to the Improvement Authority commenced December 21, 2006 and will continue on a semiannual basis over 7 years.

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 2: Long-Term Debt (Cont'd)

Schedule of Annual Debt Service for Principal and Interest for the Next Five Years and Thereafter for Bonded Debt and Leases Payable Issued and Outstanding

Calendar Year	General		Total
	Principal	Interest	
2010	\$ 769,697.88	\$ 161,375.71	\$ 931,073.59
2011	826,964.53	135,999.07	962,963.60
2012	839,334.55	108,266.54	947,601.09
2013	833,089.62	78,938.42	912,028.04
2014	210,000.00	50,200.00	260,200.00
2015-2019	1,085,000.00	128,975.00	1,213,975.00
	<u>\$ 4,564,086.58</u>	<u>\$ 663,754.74</u>	<u>\$ 5,227,841.32</u>

Calendar Year	Water Utility		Total
	Principal	Interest	
2010	\$ 200,000.00	\$ 137,605.18	\$ 337,605.18
2011	215,000.00	128,930.18	343,930.18
2012	215,000.00	119,565.18	334,565.18
2013	215,000.00	110,200.18	325,200.18
2014	225,000.00	100,835.18	325,835.18
2015-2019	1,201,575.00	349,565.90	1,551,140.90
2020-2023	829,000.00	95,742.00	924,742.00
	<u>\$ 3,100,575.00</u>	<u>\$ 1,042,443.80</u>	<u>\$ 4,143,018.80</u>

Note 3: Fund Balances Appropriated

As of the date of this report, the budget for 2010 has not been introduced. Thus, the amount of the fund balance at December 31, 2009, which will be included in the Current Fund, Water Utility Operating Fund and Parking Utility Operating Fund budgets for the year ending December 31, 2009, is not known at this date.

Note 4: Local School District 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 Town of Dover has elected not to defer school taxes.

Note 5: Pension Plans

Current Town employees are enrolled in one of three cost sharing multiple-employer public employee retirement systems: the Public Employees' Retirement System (PERS), the Police and Firemen's Retirement System (PFRS) of New Jersey or the Defined Contribution Retirement Program (DCRP). The State of New Jersey sponsors and administers these plans which cover substantially all Town employees.

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 5: Pension Plans (Cont'd)

Prudential Financial jointly administers the DCRP investments with the NJ Division of Pensions and Benefits. As a general rule, all full-time employees are eligible to join the PERS or the PFRS. However, if an employee is ineligible to enroll in the PERS or PFRS, the employee may be eligible to enroll in the DCRP. As a general rule, all full-time employees are eligible to join one of these two public employees' retirement systems. Several retired Town police and firemen are enrolled in the Consolidated Police and Firemen's Pension Fund (CPFPPF) of New Jersey.

Employees who are members of PERS and retire at or after age 55 are entitled to a retirement benefit based upon a formula which takes 1/55th of the average annual compensation for the highest three fiscal years' compensation for each year of membership during years of creditable service. Vesting occurs after 8 to 10 years of service. Enrolled PFRS members may retire at age 55 with a minimum of 10 years of service required for vesting. The DCRP provides eligible members with a tax-sheltered, defined contribution retirement benefit, along with life insurance and disability coverage. Vesting is immediate upon enrollment for members of the DCRP.

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 of each of the above systems, funds and trust. The financial reports may be obtained by writing to the State of New Jersey, Department of Treasury, Division of Pensions and Benefits, P.O. Box 295, Trenton, New Jersey 08625-0295.

The contribution policy is set by New Jersey State Statutes 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. Employee contributions are based on percentages of 5.50% for PERS and DCRP and 8.50% for PFRS of employees' annual compensation, as defined. There are no active members in the CPFPPF. Employers are required to contribute at an actuarially determined rate in the three pension systems. The actuarially determined employer contribution includes funding for cost-of-living adjustments and noncontributory death benefits for PERS and PFRS. In the PERS, the employer contribution includes funding for post-retirement medical premiums. The DCRP was established July 1, 2007, under the provisions of Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007 and expanded under the provisions of Chapter 89, P.L. 2008. Employee contributions for DCRP are matched by a 3% employer contribution.

For PFRS and PERS, the annual pension cost differs from the annual required contribution due to the enactment of Chapter 114, P.L. 1997.

Three-Year Trend for PERS			
Year Ending December 31,	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation
2009	\$ 312,750.00	100%	\$ 312,750.00
2008	316,495.85	80%	253,196.68
2007	278,914.00	60%	167,348.40

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009

(Continued)

Note 5: Pension Plans (Cont'd)

Effective July 1, 2003, Chapter 108, P.L. 2003 provides for a reduction or "phase-in" of the required pension contribution to PERS for local employers for State fiscal years 2005-2008. The local employer PERS normal and accrued liability contributions required for State fiscal years 2005-2008 are as follows:

20% for payments due in State fiscal year 2005
 Not more than 40% for payments due in State fiscal year 2006
 Not more than 60% for payments due in State fiscal year 2007
 Not more than 80% for payments due in State fiscal year 2008

Three-Year Trend for PFRS			
Year Ending December 31,	Annual Pension Cost (APC)	Percentage of APC Contributed	Net Pension Obligation
2009	\$ 784,538.00	100%	\$ 784,538.00
2008	437,126.00	100%	437,126.00
2007	612,200.00	80%	489,760.00

Effective July 1, 2003, Chapter 108, P.L. 2003 provides for a reduction or "phase-in" of the required pension contribution to PFRS for local employers for State fiscal years 2004-2007. The local employer PFRS normal and accrued liability contributions required for State fiscal years 2004-2007 are as follows:

20% for payments due in State fiscal year 2004
 Not more than 40% for payments due in State fiscal year 2005
 Not more than 60% for payments due in State fiscal year 2006
 Not more than 80% for payments due in State fiscal year 2007

The employees and employer contributions for the DCRP for the year ended December 31, 2009 were \$7,240.52 and \$3,919.64, respectively.

Note 6: Accrued Sick and Vacation Benefits

The Town has permitted employees to accrue unused vacation and sick pay, which may be taken as time off or paid at a later date at an agreed-upon rate. It is estimated that the current cost of such unpaid compensation would approximate \$822,867.01. However, it is expected that the cost of such unpaid compensation would be included in the Town's budget operating expenditures in the year in which it is used. This amount is partially reserved in the Reserve for Accumulated Absences of \$40,273.34 on the Trust Funds balance sheet at December 31, 2009.

Note 7: Supplemental Tax Information

Property taxes are levied as of January 1 on property values assessed as of the previous calendar year. The tax levy is divided into two billings. The first billing is an estimate of the current year's levy based on the prior year's taxes. The second billing reflects adjustments to the current year's actual levy. The final tax bill is usually mailed on or before June 14th along with the first half estimated tax bills for the subsequent year. The first half estimated taxes are divided into two due dates, February 1 and May 1. The final tax bills are also divided into two due dates, August 1 and November 1.

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 7: Supplemental Tax Information (Cont'd)

A ten-day grace period is usually granted before the taxes are considered delinquent and the imposition of interest charges. A penalty may be assessed for any unpaid taxes in excess of \$10,000 at December 31 of the current year. Unpaid taxes of the prior year may be placed in lien at a tax sale held after April 1 and through December 31. Unpaid taxes of the current year may be placed in lien at a tax sale held after December 10.

Comparative Schedule of Tax Rate Information

	<u>2009</u>	<u>2008</u>	<u>2007</u>
<u>Tax Rate</u>	\$ 1.80 *	\$ 4.01	\$ 3.87
<u>Apportionment of Tax Rate</u>			
Municipal	0.72	1.54	1.43
County	0.24	0.58	0.55
Local School	0.84	1.89	1.89
<u>Assessed Valuations</u>			
2009	<u>\$ 1,553,627,400.00 *</u>		
2008		<u>\$ 684,265,660.00</u>	
2007			<u>\$ 685,128,983.00</u>

* - Revaluation Effective in this year.

Comparison of Tax Levies and Collections 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>
2009	\$ 28,118,019	\$ 27,194,016	96.71%
2008	27,535,556	26,497,094	96.22%
2007	26,551,920	25,700,417	96.79%

Also, increases in future tax levies can also be warranted if revenue sources outside of those directly generated by the municipality, such as federal or state aid, should decline without corresponding decreases in budgeted expenditures.

Note 8: Cash and Cash Equivalents

Cash and cash equivalents include change funds, amounts on deposit, and short-term investments with original maturities of three months or less.

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 8: Cash and Cash Equivalents (Cont'd)

Investments are stated at cost, which approximates market. The Town classifies certificates of deposit which have original maturity dates of more than three months but less than twelve months from the date of purchase, as investments.

GASB Statement No. 40, *Governmental Accounting Standards Board Deposit and Investment Risk Disclosures*, requires disclosure of the level of custodial credit risk assumed by the Town in its cash, cash equivalents and investments, if those items are uninsured or unregistered. Custodial risk is the risk that in the event of bank failure, the government's deposits may not be returned.

Interest Rate Risk – In accordance with its cash management plan, the Town ensures that any deposit or investments matures within the time period that approximates the prospective need for the funds, deposited or invested, so that there is not a risk to the market value of such deposits or investments.

Credit Risk – The Town limits its investments to those authorized in its cash management plan which are permitted under state statutes as detailed below and on the following page.

Deposits

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

New Jersey statutes require public depositories to maintain collateral for deposits of public funds that exceed insurance limits as follows:

The market value of the collateral must equal 5% of the average daily balance of public funds; and

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

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

Investments

New Jersey statutes permit the Town to purchase the following types of securities:

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

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 8: Cash and Cash Equivalents (Cont'd)

- (4) Bonds or other obligations of the local unit or bonds or other obligations of school districts of which the local unit is a part or within which the school district is located;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by local units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund; or
- (8) Agreements for the repurchase of fully collateralized securities if:
 - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) above;
 - (b) the custody of collateral is transferred to a third party;
 - (c) the maturity of the agreement is not more than 30 days;
 - (d) the underlying securities are purchased through a public depository as defined in statute; and
 - (e) a master repurchase agreement providing for the custody and security of collateral is executed.

As of December 31, 2009, cash and cash equivalents of the Town of Dover consisted of the following:

<u>Fund</u>	<u>Cash on Hand</u>	<u>Checking Accounts</u>	<u>Totals</u>
Current	\$ 615.00	\$ 2,707,377.85	\$ 2,707,992.85
Animal Control		15,588.18	15,588.18
Other Trust		962,587.53	962,587.53
General Capital		460,610.98	460,610.98
Water Utility Operating	100.00	509,669.29	509,769.29
Water Utility Capital		499,343.47	499,343.47
Parking Utility Operating	250.00	131,289.15	131,539.15
Parking Utility Capital		35,056.42	35,056.42
	<u>\$ 965.00</u>	<u>\$ 5,321,522.87</u>	<u>\$ 5,322,487.87</u>

The carrying amount of the Town's cash and cash equivalents at year end was \$5,322,487.87 and the bank balance was \$5,211,502.72.

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009

(Continued)

Note 9: Post-Retirement Medical/Dental

The Town of Dover provides post-retirement benefits, as follows, to Town employees who meet the following criteria:

Upon retirement, full time employees with twenty-five (25) years in the state Pension Plan at age fifty-five (55) or with twenty (20) years in the state Pension Plan at age sixty (60) will receive full hospitalization, medical and prescription benefits which will cover the retiring employees and their families.

The Town's portion of post retirement benefits is funded on a pay-as-you-go basis from the Current Fund operating budget. As of December 31, 2008, the Town had 60 employees who met eligibility requirements and recognized expenses of approximately \$866,665 for 2008. As of December 31, 2009, the Town had 66 employees who met eligibility requirements and recognized expenses of approximately \$1,126,385 for 2009.

Funding Policy

The Town is not required to nor does it contribute the annual required contribution (ARC) per N.J.S.A. 40A:4-1 et. seq. There is currently no provision under State statute for the Town to accrue funds, create a trust or issue debt to finance their other post employment benefit ("OPEB") liability.

Currently, there are no contribution requirements of plan members.

Annual OPEB Cost per Actuarial Valuation

For 2008 and 2009, the Town's annual OPEB cost (expense) of \$2,650,300 was equal to the ARC. An update to the 2008 valuation was not prepared as there were no significant plan changes, significant population changes or changes in assumptions used to complete the valuation. The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligations for 2008 and 2009 are as follows:

<u>Year</u>	<u>Actuarial Estimated OPEB Payments</u>	<u>Annual OPEB Cost</u>	<u>Percentage of Annual OPEB Costs Contributed</u>	<u>Net OPEB Obligations</u>
2008	\$ 662,700	\$ 2,650,300	25.00%	\$ 1,987,600
2009	662,700	2,650,300	25.00%	1,987,600

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 9: Post-Retirement Medical/Dental (Cont'd)

Funding Status and Funding Progress

The funded status of the plan as of January 1, 2009, was as follows:

	<u>2008</u>	<u>2009</u>
Actuarial Accrued Liability (AAL)	\$ 28,711,700	\$ 28,711,700
Actuarial Value of Plan Assets	-0-	-0-
Unfunded Actuarial Accrued Liability (UAAL)	<u>\$ 28,711,700</u>	<u>\$ 28,711,700</u>
Funded Ratio (Actuarial Value of Plan Assets (AAL))	0.00%	0.00%
Covered Payroll (Active Plan Members)	N/A	N/A
UAAL as a Percentage of Covered Payroll	N/A	N/A

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of events far into the future. Examples include economic assumptions; benefit assumptions and demographic assumptions. Economic assumptions include the discount rate and health care cost trend rates. Benefit assumptions encompass the initial per capita costs rates for medical coverage. Finally, demographic assumptions include probabilities concerning retirement, mortality, termination without being eligible for benefits; disability; participation rates and coverage levels. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multi-year trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

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

Note 10: Risk Management

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

Property, Liability and Workers' Compensation

The Town of Dover is a member of the Morris County Municipal Joint Insurance Fund. This fund is both an insured and self-administered group of municipalities established for the purpose of providing certain low-cost insurance coverage for member municipalities in order to keep local property taxes at a minimum.

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 10: Risk Management (Cont'd)

The following coverages are offered by these funds to its members:

- a.) Workers' Compensation and Employers' Liability
- b.) Liability Other Than Motor Vehicles
- c.) Property Damage Other Than Motor Vehicles
- d.) Motor Vehicle
- e.) Public Officials' Liability Coverage
- f.) Environmental Coverage

The Municipal Excess Liability Joint Insurance Fund also offers Public Officials' Liability Coverage.

Members of the Morris County Municipal Joint Insurance Fund are also members of the Municipal Excess Liability Joint Insurance Fund which provides excess insurance for each of the coverages noted above, except for excess property coverage which is purchased by the Morris County Municipal Joint Insurance Fund from a commercial carrier.

As a member of the Fund, the Town 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 Banking and Insurance. These distributions are divided amongst the members in the same ratio as their individual assessment relates to the total assessment of the membership body. The members may either receive payment or offset their subsequent year assessments with their respective share of the distribution.

Selected, summarized financial information for the Morris County Municipal Joint Insurance Fund as of December 31, 2009 is as follows:

	<u>Morris County Municipal Joint Insurance Fund</u>
Total Assets	\$ 22,795,525
Net Assets	\$ 12,188,170
Total Revenue	\$ 14,948,524
Total Expenses	\$ 14,268,879
Change in Net Assets for the Year Ended December 31, 2009	\$ 679,645
Net Assets Distribution to Participating Members	\$ -

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 10: Risk Management (Cont'd)

Financial statements for the Funds are available at the offices of the Fund's Executive Director:

PERMA Risk Management Services
250 Pehle Avenue, Suite 701
Saddle Brook, NJ 07663
(201) 587-0555

The Town of Dover is also a member of the North Jersey Municipal Employee Benefits Fund. This fund is both an insured and self-administered group of municipalities established for the purpose of providing certain employee benefits for member municipalities in order to keep local property taxes at a minimum.

The following health benefit coverages are offered by this fund to its members:

- a.) Medical
- b.) Prescription
- c.) Dental

As a member of this Fund, the Town 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.

This Fund can declare and distribute dividends to members upon approval of the State of New Jersey Department of Banking and Insurance. These distributions are divided amongst the members in the same ratio as their individual assessment relates to the total assessment of the membership body. The members may either receive payment or offset their subsequent year assessments with their respective share of the distribution.

Selected, summarized financial information for the North Jersey Municipal Employee Benefits Fund as of December 31, 2009 is as follows:

	<u>North Jersey Municipal Employee Benefits Fund</u>
Total Assets	\$ 36,796,917
Total Net Assets	\$ 4,366,131
Total Revenue	\$ 21,473,386
Total Expenses	\$ 21,908,649
Change in Net Assets for the Year Ended December 31, 2008	\$ (435,263)
Net Assets Distribution to Participating Members	\$ -0-

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 10: Risk Management (Cont'd)

Financial statements for the Fund are available at the offices of the Fund's Executive Director:

PERMA Risk Management Services
250 Pehle Avenue, Suite 701
Saddle Brook, NJ 07663
(201) 587-0555

New Jersey Unemployment Compensation Insurance

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

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

<u>Year</u>	<u>Town Contributions</u>	<u>Interest Earned</u>	<u>Employee Contributions</u>	<u>Amount Reimbursed</u>	<u>Ending Balance</u>
2009	\$ 940.00	\$ 128.56	\$ 18,811.06	\$ 25,580.69	\$ 38,066.58
2008	8,240.00	624.54	18,613.28	25,279.91	43,767.65
2007	8,240.00	1,691.36	275.46	6,692.43	41,569.74

Note 11: Contingencies

The Town is periodically involved in several lawsuits arising in the normal course of business, including claims for disputes over contract awards. In the opinion of management, the ultimate outcome of these lawsuits will not have a material adverse effect on the Town's financial position as of December 31, 2009.

The city of Jersey City is currently a member of the Rockaway Valley Regional Sewerage Authority, as is the Town of Dover. Jersey City has filed a lawsuit to discontinue its membership to the Authority. If the lawsuit is successful and Jersey City is no longer a member, future contributions by the Town of Dover to the RVRSA could be materially impacted. The lawsuit is in its very early stages and the outcome cannot be predicted at this time.

The municipality has been advised that a number of tax appeals have been filed. Potential refunds on tax appeals could be as much as \$120,000. A reserve for pending tax appeals in the amount of \$120,000 has been recorded as a liability as of December 31, 2009.

Amounts received or receivable from grantors, principally the federal and state governments are subject to regulatory requirements and adjustments by the agencies. Any disallowed claims, including amounts previously recognized by the Town as revenue would constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantors cannot be determined at this time, although Town officials expect such amounts, if any, to be immaterial.

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009

(Continued)

Note 12: Interfund Receivables and Payables

The following interfund balances remained on the balance sheet at December 31, 2009:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
Current	\$ 10,912.88	\$ 370.00
Federal and State Grants		9,934.08
Animal Control Fund		978.80
Other Trust Funds	370.00	
	<u>\$ 11,282.88</u>	<u>\$ 11,282.88</u>

There was interfund activity throughout the year in the Town of Dover. A majority of the interfund activity was the forwarding of funds from utilities and trusts to cover expenses in the Current Fund, which subsequently returned those advances prior to year end. Bank interest earned in General Capital Fund and Other Trust Funds were also turned over to the Current Fund prior to the end of the year. The interfund receivable between the Current Fund and the Federal and State Grant Fund is comprised of the excess of grant expenditures made by the Current Fund less grant receipts in the Current Fund.

The interfund receivable in the Other Trust Fund is due to recycling trust receipts collected in the Current Fund.

Note 13: Deferred Charges to be Raised in Succeeding Years

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2009, the following deferred charge is shown on the balance sheet of the Current Fund:

	<u>Balance Dec. 31, 2009</u>	<u>2010 Budget Appropriation</u>	<u>Balance Deferred to Succeeding Years' Budgets</u>
Current Fund:			
Special Emergency Appropriation	\$ 198,000.00	\$ 66,000.00	\$ 132,000.00
	<u>\$ 198,000.00</u>	<u>\$ 66,000.00</u>	<u>\$ 132,000.00</u>

The amount appropriated in the 2010 budget will not be less than the amount required by statute.

Note 14: Economic Dependency

The Town receives a substantial amount of its support from federal and state governments. A significant reduction in the level of support, if this were to occur, may have an effect on the Town's programs and activities.

Note 15: Deferred Compensation

The Town offers its employees a choice of two deferred compensation plans created in accordance with Internal Revenue Code Section 457. The plans, which are administered by the entities noted below, permit participants to defer a portion of their salary until future years. Amounts deferred under the plans are not available to employees until termination, retirement, death or unforeseeable emergency. The plan administrators are Nationwide Retirement Solution and Transamerica Life Insurance.

TOWN OF DOVER
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Note 16: Fixed Assets

The following schedules are a summarization of general fixed assets for the years ended December 31, 2008 and 2009:

	Balance December 31, 2007	Additions	Deletions	Balance December 31, 2008
Land	\$ 4,105,200			\$ 4,105,200
Buildings	2,326,500			2,326,500
Machinery and Equipment	7,387,644	\$ 76,193	\$ 1,464	7,462,373
	<u>\$ 13,819,344</u>	<u>\$ 76,193</u>	<u>\$ 1,464</u>	<u>\$ 13,894,073</u>
	Balance December 31, 2008	Additions	Deletions	Balance December 31, 2009
Land	\$ 4,105,200			\$ 4,105,200
Buildings	2,326,500			2,326,500
Machinery and Equipment	7,462,373	\$ 61,000	\$ 9,403	7,513,970
	<u>\$ 13,894,073</u>	<u>\$ 61,000</u>	<u>\$ 9,403</u>	<u>\$ 13,945,670</u>

TOWN OF DOVER

SUPPLEMENTARY DATA

TOWN OF DOVER
OFFICIALS IN OFFICE AND SURETY BONDS
YEAR ENDED DECEMBER 31, 2009

<u>Name</u>	<u>Title</u>	<u>Amount of Bond</u>	<u>Name of Corporate Surety</u>
James P. Dodd	Mayor		
Patrick Donofrio	Alderman		
Jack Delaney	Alderman		
Carolyn Blackman	Alderman		
Michael Picciallo	Alderman		
Frank Poolas	Alderman		
Dominic Timpani	Alderman		
Cindy Romaine	Alderman		
James Visioli	Alderman		
William Close	Administrator		
Margaret Verga	Town Clerk; Assessment Search Officer	\$ 1,000,000.00	MELJIF
Kelly N. Toohey	Chief Financial Officer; Treasurer	1,000,000.00	MELJIF
Andrea Coroneos	Tax Collector	1,000,000.00	MELJIF
Maria Acuria	Principal Water Cashier	(A)	
Philip Maenza	Magistrate	(A)	
Sonia Barria	Court Administrator	(A)	
David Pennella	Town Attorney	(A)	
Carl Rossi	Water Superintendent DPW Director	(A)	
Andrew Dujack	Water President/Water Commissioner	(A)	
John Klinger	Water Commissioner	(A)	
Aldo Cicchetti	Water Commissioner	(A)	

(A) There is a Faithful Performance Blanket Position Bond for \$50,000 with MCMJIF and \$950,000 with MELJIF for employees not separately bonded and \$1,000,000 with MELJIF for those separately bonded.

There is a Public Employee Dishonesty Bond with the Morris County Municipal Joint Insurance Fund expiring January 1, 2010 covering all Town employees, except those required to be separately bonded and court employees in the amount of \$50,000.00.

Additionally, the Municipal Excess Liability Joint Insurance Fund provides excess coverage in the amount of \$1,000,000.00 per Municipality for those employees not required to be separately bonded.

All bonds were examined and were properly executed.

TOWNSHIP OF DOVER
REQUIRED SUPPLEMENTARY INFORMATION
POST RETIREMENT BENEFITS - SCHEDULE OF FUNDING PROGRESS

<u>Year</u>	<u>Actuarial Valuation Date</u>	<u>Actuarial Value of Assets</u>	<u>Actuarial Accrued Liability (AAL)</u>	<u>Unfunded Actuarial Accrued Liability (UAAL)</u>	<u>Funded Ratio</u>	<u>Covered Payroll</u>	<u>UAAL as a Percentage of Covered Payroll</u>
2008	1/08	-0-	\$ 28,711,700	\$ 28,711,700	0.00%	N/A	N/A
2009	1/08	-0-	28,711,700	28,711,700	0.00%	N/A	N/A

TOWN OF DOVER

COUNTY OF MORRIS

2009

CURRENT FUND

TOWN OF DOVER
CURRENT FUND
SCHEDULE OF CASH - TREASURER

	<u>Ref.</u>	
Balance December 31, 2008	A	\$ 3,041,728.49
Increased by Receipts:		
Tax Collector		\$ 28,664,962.11
Revenue Accounts Receivable		3,174,364.53
Sewer Rents Receivable		1,577,719.07
Miscellaneous Revenue Not Anticipated		326,373.43
Interest on Investments and Deposits		12,078.24
Due to/from:		
State of N.J. - Veterans' and Senior Citizens' Deductions		86,000.00
Police Outside Services		111,692.90
Dover Housing Authority		37,969.14
Federal and State Grant Fund:		
Unappropriated Grant Reserves		45,342.94
Grant Funds Receivable		349,918.58
Recycling Trust Fund:		
Reserve for Recycling		5,623.00
Budget Appropriation Refunds:		
2009 Budget		339,017.67
2008 Appropriation Reserves		10,578.93
Sewer Rent Overpayments		3,825.72
Due to State of N.J.:		
Marriage License Fees		4,420.00
Building Fees		7,674.00
Reserve for:		
Maintenance of Free Public Library		16,856.00
		34,774,416.26
		37,816,144.75

TOWN OF DOVER
CURRENT FUND
SCHEDULE OF CASH - TREASURER
(Continued)

Ref.

Decreased by Disbursements:			
2009 Budget Appropriations	\$	16,720,447.37	
2008 Appropriation Reserves		923,104.00	
County Taxes		3,733,599.39	
Local School District Taxes		12,136,278.29	
Due to State of N.J.:			
Marriage Licenses		4,535.00	
Building Fees		8,173.00	
Refunds:			
Prior Year Revenue		78,748.09	
Third Party Liens		423,693.58	
Due to/from:			
Dover Housing Authority		42,099.48	
Police Outside Services		143,208.07	
Federal and State Grant Fund:			
Appropriated Grant Reserves Expenditures		746,933.31	
Recycling Trust Fund:			
Recycling Trust Fees		5,643.00	
Reserve for:			
Tax Maps and Revaluation		112,239.86	
Maintenance of Free Public Library		30,064.46	
			\$ 35,108,766.90
Balance December 31, 2009	A		\$ 2,707,377.85

TOWN OF DOVER
CURRENT FUND
SCHEDULE OF CASH - COLLECTOR
YEAR ENDED DECEMBER 31, 2009

Increased by Receipts:

Taxes Receivable	\$ 27,939,762.94
Tax Title Liens Redeemed	6,376.60
2010 Prepaid Taxes	132,442.57
Tax Overpayments	2,384.79
Interest and Costs on Taxes	121,733.59
Year End Penalty	58,406.44
Third Party Liens Redeemed	397,485.29
Revenue Accounts Receivable	5,042.00
Miscellaneous Revenue	1,327.89
	<hr/>
	28,664,962.11

Decreased by:

Payments to Treasurer	\$ 28,664,962.11
	<hr/> <hr/>

FEDERAL AND STATE GRANT FUND
SCHEDULE OF CASH
YEAR ENDED DECEMBER 31, 2009

NOT APPLICABLE

TOWN OF DOVER
CURRENT FUND
TAX COLLECTOR - SCHEDULE OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY

Year	Balance	2009 Levy	Added Taxes	Collections		State of NJ Veterans' and Senior Citizens' Deductions	Cancelled	Transferred to Tax Title Liens	Balance
	Dec. 31, 2008			2008	2009				Dec. 31, 2009
2007	\$ 3,455.41		\$ 203.89						\$ 3,659.30
2008	957,013.58				\$ 935,773.95			\$ 4,525.52	16,714.11
	960,468.99		203.89		935,773.95			4,525.52	20,373.41
2009		\$ 28,118,019.18		\$ 105,526.64	27,003,988.99	\$ 84,500.00	\$ 81,834.98	22,090.60	820,077.97
	\$ 960,468.99	\$ 28,118,019.18	\$ 203.89	\$ 105,526.64	\$ 27,939,762.94	\$ 84,500.00	\$ 81,834.98	\$ 26,616.12	\$ 840,451.38
Ref.	A								A

Tax Yield:

General Property Tax	\$ 28,074,049.14
Added Taxes (54:4-63.1 et seq.)	43,970.04
	<u>\$ 28,118,019.18</u>

Tax Levy:

Local School District Taxes	\$ 13,095,033.00
County Taxes	\$ 3,721,633.24
Due County for Added and Omitted Taxes	5,870.47
	<u>3,727,503.71</u>
	16,822,536.71
Local Tax for Municipal Purposes	11,257,093.51
Add: Additional Tax Levied	38,388.96
	<u>11,295,482.47</u>
	<u>\$ 28,118,019.18</u>

TOWN OF DOVER
CURRENT FUND
SCHEDULE OF TAX TITLE LIENS

	<u>Ref.</u>	
Balance December 31, 2008	A	\$ 166,936.48
Increased by:		
2009 Taxes Transferred	\$ 22,090.60	
2008 Taxes Transferred	4,525.52	
Interest and Costs	<u>115.51</u>	
		<u>26,731.63</u>
		193,668.11
Decreased by:		
Cash Received		<u>6,376.60</u>
Balance December 31, 2009	A	<u><u>\$ 187,291.51</u></u>

TOWN OF DOVER
CURRENT FUND
SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE

	Balance	Accrued In	Received		Balance
	Dec. 31, 2008	2009	Tax Collector	Treasurer	Dec. 31, 2009
Alcoholic Beverages Licenses		\$ 36,509.00		\$ 36,509.00	
Other Licenses		39,373.50		39,373.50	
Fees and Permits		138,259.18	\$ 5,042.00	133,217.18	
Municipal Court:					
Fines and Costs	\$ 34,283.49	500,158.94		490,664.74	\$ 43,777.69
Energy Receipts Taxes		860,971.00		860,971.00	
In Lieu of Taxes - Mill Pond Towers					
Senior Citizens Apartments		181,232.00		181,232.00	
Fire Prevention Inspection Fees		36,713.00		36,713.00	
Consolidated Municipal Property Tax					
Relief Aid		699,327.00		699,327.00	
Construction Code Official:					
Fees and Permits		119,016.20		119,016.20	
Municipal Alliance Donation -					
Borough of Victory Gardens		1,000.00		1,000.00	
Parking Utility Operating Fund:					
Fund Balance Anticipated		80,000.00		80,000.00	
Interlocal Services -					
Municipal Court		330,000.00		330,000.00	
Cell Tower Rental		130,473.26		130,473.26	
Uniform Fire Safety Act		35,867.65		35,867.65	
	<u>\$ 34,283.49</u>	<u>\$ 3,188,900.73</u>	<u>\$ 5,042.00</u>	<u>\$ 3,174,364.53</u>	<u>\$ 43,777.69</u>

Ref.

A

A

TOWN OF DOVER
CURRENT FUND
SCHEDULE OF SEWER RENTS RECEIVABLE

	<u>Ref.</u>	
Balance December 31, 2008	A	\$ 74,228.53
Increased by:		
Sewer Rents Levied		1,595,739.82
		<u>1,669,968.35</u>
Decreased by:		
Sewer Collections	\$ 1,577,719.07	
Prepaid Rents Applied	<u>1,896.37</u>	
		<u>1,579,615.44</u>
Balance December 31, 2009	A	<u><u>\$ 90,352.91</u></u>

TOWN OF DOVER
CURRENT FUND
SCHEDULE OF 2008 APPROPRIATION RESERVES
YEAR ENDED DECEMBER 31, 2009

	<u>Balance</u> <u>Dec. 31, 2008</u>	<u>Balance</u> <u>After</u> <u>Modification</u>	<u>Paid or</u> <u>Charged</u>	<u>Balance</u> <u>Lapsed</u>
Mayor and Board of Aldermen:				
Other Expenses	\$ 26,733.32	\$ 26,733.32	\$ 11,664.60	\$ 15,068.72
Administrative and Executive:				
Salaries and Wages	174,006.23	174,006.23	136,150.01	37,856.22
Other Expenses	27,534.89	27,534.89	20,724.11	6,810.78
Town Clerk:				
Salaries and Wages	1,078.20	1,078.20		1,078.20
Other Expenses	4,412.39	4,412.39	1,455.98	2,956.41
Financial Administration:				
Salaries and Wages	0.22	0.22		0.22
Other Expenses	2,196.39	2,196.39	951.23	1,245.16
Annual Audit	34,145.00	34,145.00	34,145.00	
Assessment of Taxes:				
Salaries and Wages	0.36	0.36		0.36
Other Expenses	14,693.67	14,693.67	7,979.90	6,713.77
Collection of Taxes:				
Salaries and Wages	423.67	423.67	220.06	203.61
Other Expenses	1,787.20	1,787.20	438.38	1,348.82
Legal Services and Costs:				
Legal Fees	49,807.00	49,807.00	2,681.62	47,125.38
Municipal Prosecutor:				
Other Expenses	9,000.18	9,000.18	1,000.00	8,000.18
Engineering Services and Costs:				
Salaries and Wages	2,222.71	2,222.71		2,222.71
Other Expenses	10,458.32	10,458.32	8,838.14	1,620.18
Municipal Land Use Law:				
Planning Board:				
Other Expenses	4,457.83	4,457.83	1,766.06	2,691.77
Board of Adjustment:				
Other Expenses	2,659.31	2,659.31	755.00	1,904.31
Code Enforcement:				
Salaries and Wages	15,780.24	15,780.24	1,045.87	14,734.37
Other Expenses	949.50	949.50		949.50
Police:				
Salaries and Wages	98,317.37	197,317.37	141,966.52	55,350.85
Other Expenses	26,992.41	26,992.41	17,076.75	9,915.66

TOWN OF DOVER
CURRENT FUND
SCHEDULE OF 2008 APPROPRIATION RESERVES
YEAR ENDED DECEMBER 31, 2009
(Continued)

	<u>Balance</u> <u>Dec. 31, 2008</u>	<u>Balance</u> <u>After</u> <u>Modification</u>	<u>Paid or</u> <u>Charged</u>	<u>Balance</u> <u>Lapsed</u>
Office of Emergency Management:				
Salaries and Wages	\$ 500.47	\$ 500.47		\$ 500.47
Public Defender:				
Other Expenses	3,645.00	4,545.00	\$ 4,545.00	
Uniform Fire Safety Act:				
Salaries and Wages	2,153.49	2,153.49	890.68	1,262.81
Other Expenses	2,102.61	2,102.61	8.95	2,093.66
Fire:				
Salaries and Wages	9,904.65	25,904.65	25,891.95	12.70
Other Expenses	11,705.63	11,705.63	11,687.69	17.94
Municipal Court:				
Salaries and Wages	3,446.19	3,446.19	2,341.76	1,104.43
Other Expenses	13,191.61	12,291.61	6,272.24	6,019.37
Board of Health:				
Salaries and Wages	2,069.32	2,069.32	584.99	1,484.33
Other Expenses	19,059.63	21,059.63	20,253.48	806.15
Solid Waste and Recycling:				
Salaries and Wages	730.48	730.48	410.04	320.44
Other Expenses	254,369.85	155,369.85	124,137.49	31,232.36
Shade Trees:				
Other Expenses	3,805.72	3,805.72	2,704.00	1,101.72
Senior Citizen Transportation:				
Salaries and Wages	2,000.20	2,000.20		2,000.20
Other Expenses	635.57	635.57	102.67	532.90
Recreation Department:				
Salaries and Wages	32.39	32.39		32.39
Other Expenses	10,797.89	10,797.89	6,186.27	4,611.62
Historic Preservation:				
Other Expenses	9,709.42	9,709.42	3,742.25	5,967.17
Division of Streets and Roads:				
Salaries and Wages	12,363.25	12,363.25	1,509.20	10,854.05
Other Expenses	3,502.82	3,502.82	2,558.88	943.94
Other Expenses - Lease Agreement	0.90	0.90		0.90
Division of Sewer Maintenance:				
Salaries and Wages	1,526.21	1,526.21	146.28	1,379.93
Other Expenses	5,824.91	5,824.91	857.05	4,967.86
Buildings and Grounds Maintenance Division:				
Salaries and Wages	1,534.47	1,534.47	975.65	558.82
Other Expenses	22,450.76	22,450.76	10,609.78	11,840.98
Snow and Ice Removal:				
Salaries and Wages	20,202.56	20,202.56	20,202.56	
Other Expenses	40,891.90	40,891.90	37,992.02	2,899.88

TOWN OF DOVER
CURRENT FUND
SCHEDULE OF 2008 APPROPRIATION RESERVES
YEAR ENDED DECEMBER 31, 2009
(Continued)

	<u>Balance</u> <u>Dec. 31, 2008</u>	<u>Balance</u> <u>After</u> <u>Modification</u>	<u>Paid or</u> <u>Charged</u>	<u>Balance</u> <u>Lapsed</u>
State Uniform Construction Code:				
Salaries and Wages	\$ 5,524.82	\$ 5,524.82	\$ 5,361.55	\$ 163.27
Other Expenses	2,165.44	2,165.44	557.73	1,607.71
Unclassified:				
Utility Expenses & Bulk Purchases	179,939.12	179,939.12	141,365.83	38,573.29
Contribution to:				
Social Security System	23,778.88	23,778.88	12,699.69	11,079.19
Consolidated Police and Firemen's Pension Fund	0.12	0.12		0.12
Defined Contribution Retirement Program	142.96	142.96		142.96
Insurance:				
General Liability	730.65	730.65		730.65
Employee Group Health	57,236.89	39,236.89	5,639.30	33,597.59
Maintenance of Free Public Library (Ch. 82 and 541, P.L. 1985)				
Salaries and Wages	20,993.97	20,993.97	6,491.70	14,502.27
Other Expenses	70,444.79	70,444.79	66,939.16	3,505.63
Public Employees' Retirement System	0.32	0.32		0.32
	<u>\$ 1,326,772.27</u>	<u>\$ 1,326,772.27</u>	<u>\$ 912,525.07</u>	<u>\$ 414,247.20</u>
<u>Balance December 31, 2008:</u>				
Unencumbered	A \$ 961,711.72			
Encumbered	A 365,060.55			
	<u>\$ 1,326,772.27</u>			
Cash Disbursed			\$ 923,104.00	
Less: Appropriation Refunds			<u>10,578.93</u>	
			<u>\$ 912,525.07</u>	

TOWN OF DOVER
CURRENT FUND
SCHEDULE OF LOCAL SCHOOL DISTRICT TAXES PAYABLE

	<u>Ref.</u>	
Balance December 31, 2008	A	\$ 90,559.60
Increased by:		
Levy - Calendar Year 2009		13,095,033.00
		<u>13,185,592.60</u>
Decreased by:		
Payments to Local School District		12,136,278.29
		<u>12,136,278.29</u>
Balance December 31, 2009	A	<u>\$ 1,049,314.31</u>

TOWN OF DOVER
FEDERAL AND STATE GRANT FUND
SCHEDULE OF GRANTS RECEIVABLE

	Balance Dec. 31, 2008	2009 Budget Revenue Realized	Cash Received	Transfer from Unappropriated Reserves	Cancelled	Balance Dec. 31, 2009
Municipal Alliance on Alcoholism and Drug Abuse:						
2006	\$ 28,314.52					\$ 28,314.52
2007	26,241.93					26,241.93
2008	12,454.41		\$ 11,130.56			1,323.85
2009		\$ 30,661.00	19,629.20			11,031.80
Cooperative Housing Inspection Program:						
1999	1,110.00					1,110.00
2001	1,100.00					1,100.00
2004	1,000.00					1,000.00
2009		3,126.00		\$ 3,126.00		
Small Cities:						
Searing Street - 2007	39,492.00					39,492.00
CDBG Rehabilitation - 2008	71,060.00					71,060.00
CDBG Rehabilitation - 2009		200,000.00				200,000.00
Belmont Avenue - 2008	89,984.00		17,595.00			72,389.00
Harding Avenue Area - 2009		500,000.00	7,150.00			492,850.00
Economic Development Initiative Grant - 2005	1,971.01		0.12			1,970.89
Clean Communities Grant - 2008	0.11		0.11			
Clean Communities Grant - 2009		20,537.00	20,537.00			
Safe and Secure Communities Program:						
2007	8,662.00				\$ 8,662.00	
2009		50,413.00	41,163.74			9,249.26
Public Health Priority Funds - 2009		11,388.00	11,388.00			
Reserve for Housing Rehabilitation - 2009		48,745.00		48,475.00	270.00	
Body Armor Replacement Fund:						
2006	0.50					0.50
2009		3,494.00		3,494.00		
Bulletproof Vest Program Grant - 2009		2,399.85	2,399.85			
Balanced Housing Neighborhood Preservation Program	500.00					500.00

TOWN OF DOVER
FEDERAL AND STATE GRANT FUND
SCHEDULE OF GRANTS RECEIVABLE
(Continued)

	Balance Dec. 31, 2008	2009 Budget Revenue Realized	Cash Received	Transfer from Unappropriated Reserves	Cancelled	Balance Dec. 31, 2009
New Jersey Highlands Council:						
Planning Assistance Municipal Partnership Pilot Grant - 2005	\$ 1,365.95				\$ 1,365.95	
Division of Homeland Security - FEMA Grant	833.00					\$ 833.00
NPS Pollution Control Management and Implementation Grant	21,922.13					21,922.13
National Film Preservation Foundation	2,525.00		\$ 2,525.00			
NJ Department of Transportation:						
2008 - Thompson Avenue	125,000.00		125,000.00			
2009 - Thompson Avenue		\$ 120,000.00				120,000.00
2009 - Safe Corridor		48,000.00	48,000.00			
Rockaway River Watershed Cabinet		18,650.00				18,650.00
The College of New Jersey		35,750.00	18,500.00			17,250.00
2010 State Health Services Grant- H1N1 Public Health Emergency Response		65,102.00	24,900.00			40,202.00
	<u>\$ 433,536.56</u>	<u>\$ 1,158,265.85</u>	<u>\$ 349,918.58</u>	<u>\$ 55,095.00</u>	<u>\$ 10,297.95</u>	<u>\$ 1,176,490.88</u>

Ref.

A

A

TOWN OF DOVER
FEDERAL AND STATE GRANT FUND
SCHEDULE OF APPROPRIATED RESERVES

	Balance Dec. 31, 2008	Transferred from 2009 Budget	Cash Disbursed	Encumbered	Reclassified Expenditures to Current Fund	Cancelled	Balance Dec. 31, 2009
Drunk Driving Enforcement Funds:							
2006	\$ 4,777.02		\$ 4,729.33	\$ 7.20			\$ 40.49
Municipal Alliance on Alcoholism and Drug Abuse:							
2007 (State)	3,331.14					\$ 3,331.14	
2007 (Local)	750.00					750.00	
2008 (State)	12,860.44		11,129.85				1,730.59
2008 (Local)	2,213.62		2,195.22				18.40
2009 (State)		\$ 30,661.00	10,476.23	5,739.70			14,445.07
2009 (Local Matching)		8,290.00	2,619.06	2,059.93			3,611.01
Cooperative Housing Inspection Program:							
2007	491.72		491.72				
2008	3,840.00		3,840.00				
2009		3,126.00	3,126.00				
C.D.B.G. - Small Cities Program:							
Searing Street - 2007	39,492.85						39,492.85
CDBG Housing Rehabilitation - 2008	59,590.00		59,590.00				
CDBG Housing Rehabilitation - 2009		200,000.00	47,285.00	35,575.00			117,140.00
Belmont Avenue - 2008	64,980.18			600.00	\$ 7,418.67		71,798.85
Harding Avenue - 2009		500,000.00	7,150.00	5,000.00			487,850.00
Reserve for Housing Rehabilitation:							
2006	2,951.61		2,951.11			0.50	
2007	22,916.00		22,916.00				
2008	43,224.00		10,414.89	578.00			32,231.11
2009		48,745.00	10,348.39				38,396.61
Pandemic Influenza Planning Grant - 2008	3,450.00		3,450.00				
Clean Communities Program:							
2007	1,000.00		1,000.00				
2008	2,374.07		2,374.07				
2009		20,537.00	2,261.00				18,276.00
Public Health Priority Funding:							
2007	157.48						157.48
2008	1,770.00		1,770.00				
2009		11,388.00	9,278.55				2,109.45
Emergency Operation Planning Grant	1.72					1.72	

TOWN OF DOVER
FEDERAL AND STATE GRANT FUND
SCHEDULE OF APPROPRIATED RESERVES
(Continued)

	<u>Balance</u> <u>Dec. 31, 2008</u>	<u>Transferred</u> <u>from</u> <u>2009 Budget</u>	<u>Cash</u> <u>Disbursed</u>	<u>Encumbered</u>	<u>Reclassified</u> <u>Expenditures</u> <u>to Current Fund</u>	<u>Cancelled</u>	<u>Balance</u> <u>Dec. 31, 2009</u>
Hepatitis B Grant:							
2004	\$ 544.96						\$ 544.96
2005	1,459.45					\$ 0.45	1,459.00
2006	686.80					0.80	686.00
Safe and Secure Communities Program:							
2008 (Local)	38,146.23		\$ 38,146.23				
2009 (Local Matching)		\$ 170,473.00	136,242.20				34,230.80
2009 (State)		50,413.00	50,413.00				
Body Armor Replacement Program:							
2006	0.81					0.81	
2008	3,873.00						3,873.00
2009		3,494.00					3,494.00
Bulletproof Vest Program:							
2007	4,210.32		4,210.32				
2008	2,266.00		1,874.38				391.62
2009		2,399.85					2,399.85
Recycling Tonnage Grant:							
2006	1,127.96		1,127.29			0.67	0.00
2007	10,148.00		5,399.70				4,748.30
2008	8,308.00						8,308.00
Stormwater Management Grant:							
2006	789.00		789.00				
U.S. Forest Service Volunteer Fire Assistance Program Grant	3.65						3.65
Division of Homeland Security-FEMA Grant	1,028.37						1,028.37
NPS Pollution Control and Management Implementation Grant							
2008	7,916.93		7,916.93				

TOWN OF DOVER
FEDERAL AND STATE GRANT FUND
SCHEDULE OF APPROPRIATED RESERVES
(Continued)

	<u>Balance</u> <u>Dec. 31, 2008</u>	<u>Transferred</u> <u>from</u> <u>2009 Budget</u>	<u>Cash</u> <u>Disbursed</u>	<u>Encumbered</u>	<u>Reclassified</u> <u>Expenditures</u> <u>to Current Fund</u>	<u>Cancelled</u>	<u>Balance</u> <u>Dec. 31, 2009</u>
NJ Department of Transportation:							
2008 Thompson Avenue	\$ 125,000.00		\$ 125,000.00				
2008 Safe Corridor	47,000.00		47,000.00				
2009 East McFarlan Street		\$ 120,000.00		\$ 120,000.00			
2009 Safe Corridor		48,000.00	48,000.00				
National Film Preservation Foundation	5,050.00		5,050.00				
The College of New Jersey		35,750.00	18,500.00	17,250.00			
2010 State Health Services Grant - H1N1 Public Health Response		65,102.00	19,217.84	1,480.00			\$ 44,404.16
Rockaway River Watershed Cabinet		18,650.00	18,650.00				
	<u>\$ 527,731.33</u>	<u>\$ 1,337,028.85</u>	<u>\$ 746,933.31</u>	<u>\$ 188,289.83</u>	<u>\$ 7,418.67</u>	<u>\$ 4,086.09</u>	<u>\$ 932,869.62</u>
				A			A
<u>Balance December 31, 2008:</u>							
Appropriated Reserves	\$ 359,870.44						
Encumbrances Payable	167,860.89						
	<u>\$ 527,731.33</u>						
Federal Grants	\$ 357,329.02	\$ 870,399.85	\$ 353,865.63	\$ 161,175.00	\$ 7,418.67	\$ 1.72	\$ 720,105.19
State Grants	129,292.46	287,866.00	213,864.97	25,054.90	-	3,334.37	174,904.22
Local Grants	41,109.85		40,341.45			750.00	18.40
Local Matching Funds	-	178,763.00	138,861.26	2,059.93			37,841.81
	<u>\$ 527,731.33</u>	<u>\$ 1,337,028.85</u>	<u>\$ 746,933.31</u>	<u>\$ 188,289.83</u>	<u>\$ 7,418.67</u>	<u>\$ 4,086.09</u>	<u>\$ 932,869.62</u>

Ref.

Ref.

A

A

TOWN OF DOVER
FEDERAL AND STATE GRANT FUND
SCHEDULE OF UNAPPROPRIATED RESERVES

	Balance Dec. 31, 2008	Prior Year Adjustment	Cash Received	Revenue Realized	Balance Dec. 31, 2009
Drunk Driving Enforcement Funds			\$ 15,735.62		\$ 15,735.62
Cooperative Housing Inspection Grant			6,555.00		6,555.00
Body Armor	\$ 3,494.02			\$ 3,494.00	0.02
Recycling Tonnage Grant	0.64		23,052.32		23,052.96
Bulletproof Vest Program	0.75				0.75
Reserve for Housing Rehabilitation		\$ 48,745.00		48,745.00	
Cooperative Housing Inspection Grant	3,179.00			3,126.00	53.00
	<u>\$ 6,674.41</u>	<u>\$ 48,745.00</u>	<u>\$ 45,342.94</u>	<u>\$ 55,365.00</u>	<u>\$ 45,397.35</u>

Ref. A

A

TOWN OF DOVER

COUNTY OF MORRIS

2009

TRUST FUNDS

TOWN OF DOVER
TRUST FUNDS
SCHEDULE OF CASH - TREASURER

	<u>Ref.</u>	<u>Animal Control Fund</u>	<u>Other Trust Funds</u>
Balance December 31, 2008	B *	\$ 6,419.78	\$ 1,175,523.69
Increased by Receipts:			
Dog License Fees		9,856.80	
Cat License Fees		2,931.00	
Replacement Tags - Cat Licenses		2.00	
Replacement Tags - Dog Licenses		14.00	
Miscellaneous Revenue- Dog and Cat Penalties		1,540.00	
State Registration Fees		1,408.20	
Interest on Investments:			
Unemployment Insurance			128.56
Other Deposits			475,701.69
Fire Penalty Fees			200.00
Forfeited Assets Trust Deposits			9,462.73
Tax Sale Premiums			18,000.00
Recycling Deposits:			
Receipts			7,815.88
Due from Current Fund			390.00
Recreation			65,045.35
Historic Preservation			1,650.00
Unemployment Insurance Contributions:			
Employer			980.20
		<u>15,752.00</u>	<u>579,374.41</u>
		<u>22,171.78</u>	<u>1,754,898.10</u>

TOWN OF DOVER
TRUST FUNDS
SCHEDULE OF CASH - TREASURER

	<u>Ref.</u>	<u>Animal Control Fund</u>	<u>Other Trust Funds</u>
Decreased by Disbursements:			
Administrative Expenses		\$ 5,170.00	
State of N.J. - Board of Health		1,413.60	
Forfeited Assets Trust			\$ 12,230.23
Accumulated Absences			14,999.00
Other Deposits			484,515.30
Tax Sale Premiums			218,000.00
Unemployment Insurance			6,809.83
Recreation			53,107.21
Recycling Trust Expenses			2,649.00
		<u>6,583.60</u>	<u>792,310.57</u>
Balance December 31, 2009	B	<u>\$ 15,588.18</u>	<u>\$ 962,587.53</u>

TOWN OF DOVER
ASSESSMENT TRUST FUND
ANALYSIS OF CASH
YEAR ENDED DECEMBER 31, 2009

NOT APPLICABLE

TOWN OF DOVER
ANIMAL CONTROL FUND
SCHEDULE OF RESERVE FOR ANIMAL CONTROL FUND EXPENDITURES

	<u>Ref.</u>		
Balance December 31, 2008	B		\$ 6,406.58
Increased by:			
Dog License Fees Collected		\$ 9,856.80	
Cat License Fees Collected		2,931.00	
Replacement Tags - Cat Licenses		2.00	
Replacement Tags - Dog Licenses		14.00	
Miscellaneous Revenue- Dog and Cat Penalties		1,540.00	
		14,343.80	
			20,750.38
Decreased by:			
Expenditures Under R.S.4:19-15.11		5,170.00	
Statutory Excess Due Current Fund		978.80	
		6,148.80	
Balance December 31, 2009	B		\$ 14,601.58

License Fees Collected

<u>Year</u>	<u>Amount</u>
2007	\$ 8,195.00
2008	6,406.58
	14,601.58
Maximum Allowable Reserve	\$ 14,601.58

TOWN OF DOVER

COUNTY OF MORRIS

2009

GENERAL CAPITAL FUND

TOWN OF DOVER
GENERAL CAPITAL FUND
SCHEDULE OF CASH

	<u>Ref.</u>		
Balance December 31, 2008	C		\$ 488,056.62
Increased by:			
2009 Budget Appropriation:			
Capital Improvement Fund		<u>\$ 124,946.00</u>	<u>124,946.00</u>
			<u>613,002.62</u>
Decreased by:			
Improvement Authorization Expenditures		<u>152,391.64</u>	<u>152,391.64</u>
Balance December 31, 2009	C		<u><u>\$ 460,610.98</u></u>

TOWN OF DOVER
GENERAL CAPITAL FUND
ANALYSIS OF CASH

	Balance Dec. 31, 2008	Receipts		Disbursements		Transfers		Balance Dec. 31, 2009
		Miscellaneous	Improvement Authorizations	From	To			
Fund Balance	\$ 3,493.09							\$ 3,493.09
Capital Improvement Fund	0.20	\$ 124,946.00		\$ 48,941.00				76,005.20
Downpayments on Improvements	5,237.00							5,237.00
Encumbrances Payable	8,610.09			8,610.09	\$ 22,700.65			22,700.65
<u>Improvement Authorizations:</u>								
<u>Ord.</u>								
<u>No.</u>	<u>Improvement Description</u>							
31-99;								
11-01;								
20-03	Various General Improvements	235.00						235.00
26-02	Various General Improvements	3,279.80						3,279.80
30-04	Various General Improvements	12,282.84						12,282.84
37-05	Certain General Improvements	17,196.83						17,196.83
17-06;								
33-06	Various Improvements	110,897.20		\$ 67,299.66	201.45	2,460.13		45,856.22
19-06	Certain General Improvements	27,160.00						27,160.00
19-07	Various General Improvements	152,023.59						152,023.59
29-08	Various General Improvements	147,640.98		75,181.98		6,149.96		78,608.96
14-09	Various General Improvements			9,910.00	22,499.20	48,941.00		16,531.80
		<u>\$ 488,056.62</u>	<u>\$ 124,946.00</u>	<u>\$ 152,391.64</u>	<u>\$ 80,251.74</u>	<u>\$ 80,251.74</u>		<u>\$ 460,610.98</u>

TOWN OF DOVER
GENERAL CAPITAL FUND
SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED

Ord. No.	Improvement Description	Balance Dec. 31, 2008	2009 Authorizations	Balance Dec. 31, 2009	Analysis of Balance Dec. 31, 2009 Unexpended Improvement Authorizations
30-04	Various General Improvements	\$ 449.00		\$ 449.00	\$ 449.00
14-09	Various General Improvements		\$ 929,879.00	929,879.00	929,879.00
		<u>\$ 449.00</u>	<u>\$ 929,879.00</u>	<u>\$ 930,328.00</u>	<u>\$ 930,328.00</u>
<u>Ref.</u>		C		C	

TOWN OF DOVER
GENERAL CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

Ord. No.	Improvement Description	Ordinance Date	Ordinance Amount	Balance Dec. 31, 2008		2009		Paid or Charged	Prior Year Encumbrances Returned	Balance Dec. 31, 2009	
				Funded	Unfunded	Deferred Charges to Future Taxation Unfunded	Capital Improvement Fund			Funded	Unfunded
31-99; 11-01; 20-03	Various General Improvements	10/26/99									
26-02;		06/12/01									
24-05	Various General Improvements	06/10/03	\$ 1,086,798.08	\$ 235.00						\$ 235.00	
30-04		09/10/02;	08/09/05	2,000,500.00	3,279.80						3,279.80
37-05	Various General Improvements	11/09/04	711,646.80	12,282.84	\$ 449.00					12,282.84	\$ 449.00
17-06;		12/13/05	65,654.57	17,196.83						17,196.83	
33-06	Various Improvements	07/25/06;									
19-06		12/12/06	1,435,598.00	110,897.20				\$ 67,501.11	\$ 2,460.13	45,856.22	
19-07	Various General Improvements	07/25/06	63,572.20	27,160.00						27,160.00	
29-08		06/26/07	599,900.00	152,023.59						152,023.59	
14-09	Various General Improvements	09/09/08	171,739.51	147,640.98				75,181.98	6,149.96	78,608.96	
		08/25/09	978,820.00				\$929,879.00	\$ 48,941.00	32,409.20	16,531.80	929,879.00
				<u>\$ 470,716.24</u>	<u>\$ 449.00</u>	<u>\$929,879.00</u>	<u>\$ 48,941.00</u>	<u>\$ 175,092.29</u>	<u>\$ 8,610.09</u>	<u>\$ 353,175.04</u>	<u>\$ 930,328.00</u>
		<u>Ref.</u>		C	C					C	C
								Cash Disbursed	\$ 152,391.64		
								Encumbrances Payable	22,700.65		
									<u>\$ 175,092.29</u>		

TOWN OF DOVER
GENERAL CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>Ref.</u>	
Balance December 31, 2008	C	\$ 0.20
Increased by:		
Current Fund Budget Appropriation		124,946.00
		<u>124,946.20</u>
Decreased by:		
Appropriated to Finance Improvement Authorizations		48,941.00
		<u>48,941.00</u>
Balance December 31, 2009	C	<u>\$ 76,005.20</u>

C-6A

GENERAL CAPITAL FUND
SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS

	<u>Ref.</u>	
Balance December 31, 2008	C	<u>\$ 5,237.00</u>
Balance December 31, 2009	C	<u>\$ 5,237.00</u>

TOWN OF DOVER
GENERAL CAPITAL FUND
SCHEDULE OF BOND ANTICIPATION NOTES PAYABLE
YEAR ENDED DECEMBER 31, 2009

NOT APPLICABLE

TOWN OF DOVER
GENERAL CAPITAL FUND
SCHEDULE OF SERIAL BONDS PAYABLE

Purpose	Date of Issue	Amount of Original Issue	Maturities of Bonds Outstanding Dec. 31, 2009		Interest Rate	Balance Dec. 31, 2008	Matured	Balance Dec. 31, 2009
			Date	Amount				
General Improvement Bonds of 1999	07/15/99	\$ 5,977,425.00				\$ 777,425.00	\$ 777,425.00	
General Improvement Bonds of 2003	09/01/03	2,924,000.00	09/01/10	\$ 520,000.00	3.050%	2,635,000.00	370,000.00	\$ 2,265,000.00
			09/01/11	575,000.00	3.150%			
			09/01/12	575,000.00	3.300%			
			09/01/13	595,000.00	3.400%			
General Improvement Bonds of 2007A	10/15/07	2,135,000.00	10/15/2010-11	200,000.00	3.625%	2,125,000.00	10,000.00	2,115,000.00
			10/15/2012-15	210,000.00	3.750%			
			10/15/16	220,000.00	3.750%			
			10/15/2017-18	220,000.00	4.000%			
			10/15/19	215,000.00	4.000%			
						<u>\$ 5,537,425.00</u>	<u>\$ 1,157,425.00</u>	<u>\$ 4,380,000.00</u>

Ref.

C

C

TOWN OF DOVER
GENERAL CAPITAL FUND
SCHEDULE OF MORRIS COUNTY IMPROVEMENT AUTHORITY LEASE PAYABLE

Ord. No.	Improvement Description	Balance Dec. 31, 2008	Matured	Balance Dec. 31, 2009
04-06	Emergency Medical Vehicle and Street Sweeper	\$ 231,616.69	\$ 47,530.11	\$ 184,086.58
	<u>Ref.</u>	C		C

SCHEDULE OF PRINCIPAL AND INTEREST PAYMENTS OUTSTANDING DECEMBER 31, 2009

Payment Number	Due Date	Interest	Principal	Balance of Loan
				\$ 184,086.58
8	1/11/10	\$ 4,151.15	\$ 24,571.89	159,514.69
9	7/11/10	3,597.06	25,125.99	134,388.70
10	1/11/11	3,030.47	25,692.58	108,696.12
11	7/11/11	2,451.10	26,271.95	82,424.17
12	1/11/12	1,858.67	26,864.38	55,559.79
13	7/11/12	1,252.87	27,470.17	28,089.62
14	1/11/13	633.42	28,089.62	-0-
		<u>\$ 16,974.74</u>	<u>\$ 184,086.58</u>	

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

<u>Ord. No.</u>	<u>Improvement Description</u>	<u>Balance Dec. 31, 2008</u>	<u>2009 Authorizations</u>	<u>Balance Dec. 31, 2009</u>
30-04	Various General Improvements	\$ 449.00		\$ 449.00
14-09	Various General Improvements		\$ 929,879.00	929,879.00
		<u>\$ 449.00</u>	<u>\$ 929,879.00</u>	<u>\$ 930,328.00</u>

TOWN OF DOVER

COUNTY OF MORRIS

2009

WATER UTILITY FUND

TOWN OF DOVER
WATER UTILITY FUND
SCHEDULE OF CASH - TREASURER

	<u>Ref.</u>	<u>Operating</u>	<u>Capital</u>
Balance December 31, 2008	D	\$ 513,654.45	\$ 536,215.30
Increased by Receipts:			
Collector		\$ 2,177,389.76	
2009 Appropriation Refunds		14,039.72	
Due from Water Operating Fund:			
Capital Improvement Fund			\$ 15,000.00
Miscellaneous Revenue - Treasurer		3,259.56	
		<u>2,194,689.04</u>	<u>15,000.00</u>
		2,708,343.49	551,215.30
Decreased by Disbursements:			
2009 Appropriation Expenditures		1,873,038.82	
2008 Appropriation Reserves		175,083.64	
Interest on Bonds		146,281.04	
Refund of Overpayments		4,270.70	
Improvement Authorizations			51,871.83
		<u>2,198,674.20</u>	<u>51,871.83</u>
Balance December 31, 2009	D	<u>\$ 509,669.29</u>	<u>\$ 499,343.47</u>

TOWN OF DOVER
WATER UTILITY OPERATING FUND
SCHEDULE OF CASH - WATER COLLECTOR
YEAR ENDED DECEMBER 31, 2009

Increased by:

Consumer Accounts Receivable	\$ 2,171,337.61
Prepaid Water Rents	611.13
Water Rent Overpayments	4,270.70
Miscellaneous Revenue Anticipated	1,170.32
	<hr/>
	2,177,389.76

Decreased by:

Disbursed to Treasurer	<u>\$ 2,177,389.76</u>
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TOWN OF DOVER
WATER UTILITY CAPITAL FUND
ANALYSIS OF CASH

	Balance/ (Deficit) Dec. 31, 2008	Receipts Miscellaneous	Disbursements Improvement Authorizations	Transfers		Balance/ (Deficit) Dec. 31, 2009
				From	To	
Fund Balance	\$ 8,443.78					\$ 8,443.78
Capital Improvement Fund	18,373.48	\$ 15,000.00		\$ 32,850.00		523.48
Encumbrances Payable	48,570.75			48,570.75	\$ 54,703.20	54,703.20
Receivable State of New Jersey	(149,562.41)					(149,562.41)
Reserve for Receivables	149,562.41					149,562.41
Ord. No.	General Improvements					
10-01	Various Improvements for the Water Department	(714.28)				(714.28)
18-03	Various Improvements for the Water Department	493,030.93	\$ 1,892.50	25,507.50		465,630.93
29-05	Certain Water Utility Improvements	11,873.20				11,873.20
24-08	Various Improvements for the Water Department	(43,362.56)	19,687.59	29,051.85	48,570.75	(43,531.25)
03-09	Various Improvements for the Water Department		30,291.74	143.85	32,850.00	2,414.41
		<u>\$ 536,215.30</u>	<u>\$ 15,000.00</u>	<u>\$ 51,871.83</u>	<u>\$ 136,123.95</u>	<u>\$ 499,343.47</u>

TOWN OF DOVER
WATER UTILITY OPERATING FUND
SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE

	<u>Ref.</u>	
Balance December 31, 2008	D	\$ 96,993.80
Increased by:		
Water Rents Levied		2,168,802.43
		<u>2,265,796.23</u>
Decreased by:		
Collections	\$ 2,171,337.61	
Prepaid Rents Applied	<u>723.80</u>	
		<u>2,172,061.41</u>
Balance December 31, 2009	D	<u>\$ 93,734.82</u>

TOWN OF DOVER
WATER UTILITY OPERATING FUND
SCHEDULE OF INVENTORY

	<u>Ref.</u>	
Balance December 31, 2008	D	\$ 63,121.33
Decreased by:		
Adjustment to Listing Submitted by Water Superintendent		<u>8,152.49</u>
Balance December 31, 2009	D	<u><u>\$ 54,968.84</u></u>

TOWN OF DOVER
WATER UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL

	Balance Dec. 31, 2008	Balance Dec. 31, 2009
Reservation Land	\$ 20,683.37	\$ 20,683.37
Reservation Structures	16,754.34	16,754.34
Springs and Wells	131,839.04	131,839.04
Collecting Reservoir	60,916.75	60,916.75
Chemical Treatment Plant	14,211.78	14,211.78
Clear Water Basin	250.00	250.00
Pumping Station Structures	89,258.84	89,258.84
Electrical Pumping Power Equipment	120,450.76	120,450.76
Miscellaneous Pumping Equipment	9,054.18	9,054.18
Transmission Mains and Accessories	370,999.29	370,999.29
Storage Reservoir Tank and Standpipe	437,430.51	437,430.51
Distribution Mains and Accessories	654,571.77	654,571.77
Meters, Meter Boxes and Vaults	299,534.67	299,534.67
Fire Hydrants	37,939.22	37,939.22
General Structures	40,710.14	40,710.14
General Equipment	1,439,837.46	1,439,837.46
Office Equipment	8,130.11	8,130.11
Miscellaneous Construction Expenses	36,862.09	36,862.09
Pumping Station Land	2,290.00	2,290.00
Communication Equipment	11,484.61	11,484.61
Transportation Equipment	157,011.79	157,011.79
Water Treatment Equipment	17,735.40	17,735.40
Services	32,036.65	32,036.65
Tools, Shop and Garage Equipment	3,861.10	3,861.10
Power Operated Equipment	13,702.96	13,702.96
Various Improvements to Water System	3,264,820.48	3,264,820.48
Improvement of Water Supply and Distribution System	130,000.00	130,000.00
	<u>\$ 7,422,377.31</u>	<u>\$ 7,422,377.31</u>

Ref.

D

D

TOWN OF DOVER
WATER UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL AUTHORIZED AND UNCOMPLETED

<u>Improvement Description</u>	<u>Ordinance</u>		<u>Amount</u>	<u>Balance</u>	<u>2009</u>	<u>Balance</u>
	<u>No.</u>	<u>Date</u>		<u>Dec. 31, 2008</u>	<u>Authorizations</u>	<u>Dec. 31, 2009</u>
Various Improvements for the Water Department	18-03	06/10/03	\$ 2,800,000.00	\$ 2,533,214.16		\$ 2,533,214.16
Certain Water Utility Improvements	29-05	10/25/05	143,085.84	143,085.84		143,085.84
Various Improvements for the Water Department	24-08	08/12/08	150,000.00	150,000.00		150,000.00
Various Improvements for the Water Department	03-09	02/24/09	657,000.00		\$ 657,000.00	657,000.00
				<u>\$ 2,826,300.00</u>	<u>\$ 657,000.00</u>	<u>\$ 3,483,300.00</u>
			<u>Ref.</u>	D		D

TOWN OF DOVER
WATER UTILITY OPERATING FUND
SCHEDULE OF 2008 APPROPRIATION RESERVES
YEAR ENDED DECEMBER 31, 2009

	Balance Dec. 31, 2008	Balance After Modification	Paid or Charged	Balance Lapsed
Operating:				
Salaries and Wages	\$ 110,733.66	\$ 40,733.66	\$ 5,535.51	\$ 35,198.15
Other Expenses	218,200.55	288,200.55	167,767.46	120,433.09
Statutory Expenditures:				
Contribution to:				
Social Security System (O.A.S.I.)	9,163.40	9,163.40	1,780.67	7,382.73
	<u>\$ 338,097.61</u>	<u>\$ 338,097.61</u>	<u>\$ 175,083.64</u>	<u>\$ 163,013.97</u>

Ref.

Balance December 31, 2008:

Unencumbered	D	\$ 244,626.40
Encumbered	D	<u>93,471.21</u>
		<u>\$ 338,097.61</u>

TOWN OF DOVER
WATER UTILITY CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

Ord. No.	Improvement Description	Ordinance Date	Amount	Balance Dec. 31, 2008		Capital Improvement Fund	Deferred Charges to Future Revenue	Paid or Charged	Prior Year Encumbrances Returned	Balance Dec. 31, 2009	
				Funded	Unfunded					Funded	Unfunded
18-03	Various Improvements for the Water Department	06/10/03	\$ 2,800,000.00	\$ 493,030.93				\$ 27,400.00		\$ 465,630.93	
29-05	Certain Water Utility Improvements	10/25/05	143,085.84	11,873.20						11,873.20	
24-08	Various Improvements for the Water Department	08/12/08	150,000.00		98,699.85			48,739.44	\$ 48,570.75		\$ 98,531.16
03-09	Various Improvements for the Water Department	02/24/09	657,000.00			\$ 32,850.00	\$ 624,150.00	30,435.59		2,414.41	624,150.00
				<u>\$ 504,904.13</u>	<u>\$ 98,699.85</u>	<u>\$ 32,850.00</u>	<u>\$ 624,150.00</u>	<u>\$ 106,575.03</u>	<u>\$ 48,570.75</u>	<u>\$ 479,918.54</u>	<u>\$ 722,681.16</u>
				Ref. D	D					D	D
								Encumbrances \$ 54,703.20			
								Cash Disbursements 51,871.83			
								<u>\$ 106,575.03</u>			

TOWN OF DOVER
WATER UTILITY CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>Ref.</u>	
Balance December 31, 2008	D	\$ 18,373.48
Increased by:		
Budget Appropriation		15,000.00
		<u>33,373.48</u>
Decreased by:		
Appropriated to Finance Improvement Authorizations		<u>32,850.00</u>
Balance December 31, 2009	D	<u>\$ 523.48</u>

TOWN OF DOVER
WATER UTILITY CAPITAL FUND
SCHEDULE OF DEFERRED RESERVE FOR AMORTIZATION

Ord. No.	Improvement Description	Date of Ordinance	Balance Dec. 31, 2008	2009 Authorizations	Balance Dec. 31, 2009
18-03	Various Improvements for the Water Department	06/10/03	\$ 16,300.00		\$ 16,300.00
24-08	Various Improvements for the Water Department	08/12/08	7,937.59		7,937.59
03-09	Various Improvements for the Water Department	02/24/09		\$ 32,850.00	32,850.00
			<u>\$ 24,237.59</u>	<u>\$ 32,850.00</u>	<u>\$ 57,087.59</u>
		<u>Ref.</u>	D		D

TOWN OF DOVER
WATER UTILITY CAPITAL FUND
SCHEDULE OF SERIAL BONDS PAYABLE

Purpose	Date of Issue	Original Issue	Maturities of Bonds Outstanding			Int. Rate	Balance Dec. 31, 2008	Matured	Balance Dec. 31, 2009					
			December 31, 2009											
			Date	Amount										
Water Improvements	07/15/99	\$ 1,536,575.00	07/15/2010	\$ 75,000.00	4.90%	\$ 976,575.00	\$ 75,000.00	\$ 901,575.00						
			07/15/2011-13	85,000.00	4.90%									
			07/15/2014	90,000.00	4.90%									
			07/15/2015-18	100,000.00	4.90%									
			07/15/2019	81,575.00	4.90%									
Water Improvements	09/01/03	2,924,000.00	09/01/2010	125,000.00	3.625%	2,324,000.00	125,000.00	2,199,000.00						
			09/01/11-13	130,000.00	3.75%									
			09/01/14	135,000.00	4.00%									
			09/01/15-16	140,000.00	4.00%									
			09/01/17	140,000.00	4.10%									
			09/01/18	140,000.00	4.20%									
			09/01/19	160,000.00	4.30%									
			09/01/20	205,000.00	4.40%									
			09/01/21	205,000.00	4.50%									
			09/01/22	210,000.00	4.60%									
			09/01/23	209,000.00	4.70%									
									<u>2,324,000.00</u>	<u>125,000.00</u>	<u>2,199,000.00</u>			
									<u>\$ 3,300,575.00</u>	<u>\$ 200,000.00</u>	<u>\$ 3,100,575.00</u>			
<u>Ref.</u>						D		D						

TOWN OF DOVER
WATER UTILITY CAPITAL FUND
SCHEDULE OF BOND ANTICIPATION NOTES PAYABLE
YEAR ENDED DECEMBER 31, 2009

NOT APPLICABLE

TOWN OF DOVER
WATER UTILITY CAPITAL FUND
SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

<u>Ord. No.</u>	<u>Ord. Date</u>	<u>Improvement Description</u>	<u>Balance Dec. 31, 2008</u>	<u>2009 Authorizations</u>	<u>Balance Dec. 31, 2009</u>
10-01	05/08/01	Various Improvements for the Water Department	\$ 714.28		\$ 714.28
24-08	08/12/08	Various Improvements for the Water Department	142,062.41		142,062.41
03-09	02/24/09	Various Improvements for the Water Department		\$ 624,150.00	624,150.00
			<u>\$ 142,776.69</u>	<u>\$ 624,150.00</u>	<u>\$ 766,926.69</u>

TOWN OF DOVER

COUNTY OF MORRIS

2009

PARKING UTILITY FUND

TOWN OF DOVER
PARKING UTILITY FUND
SCHEDULE OF CASH - TREASURER

	<u>Ref.</u>	<u>Operating</u>	<u>Capital</u>
Balance December 31, 2008	E	\$191,423.66	\$ 38,378.67
Increased by Receipts:			
Parking Utility Collector		\$ 222,385.77	
Interest on Deposits		1,104.83	
Parking Agreement		12,625.00	
2009 Budget Appropriation:			
Capital Improvement Fund			\$ 10,000.00
Bond Anticipation Notes Issued			352,114.00
		<u>236,115.60</u>	<u>362,114.00</u>
		427,539.26	400,492.67
Decreased by Disbursements:			
2009 Appropriation Expenditures		198,174.38	
2008 Appropriation Reserves		17,825.73	
Improvement Authorizations			365,436.25
Due to Current Fund:			
Prior Year Fund Balance Anticipated as Current Fund Revenue		<u>80,000.00</u>	
		<u>296,000.11</u>	<u>365,436.25</u>
Balance December 31, 2009	E	<u>\$131,539.15</u>	<u>\$ 35,056.42</u>

TOWN OF DOVER
PARKING UTILITY OPERATING FUND
SCHEDULE OF CASH - COLLECTOR
FOR THE YEAR ENDED DECEMBER 31, 2009

Increased by:

Revenue from Parking Meters	\$ 184,178.77	
Parking Permits - Decals	37,392.00	
Prepaid Parking Decals	815.00	
	<hr/>	
		\$ 222,385.77
		<hr/>
		222,385.77

Decreased by:

Disbursed to Treasurer		\$ 222,385.77
		<hr/> <hr/>

TOWN OF DOVER
PARKING UTILITY CAPITAL FUND
ANALYSIS OF CASH

		<u>Receipts</u>		<u>Disbursements</u>		
		Balance Dec. 31, 2008	Bond Anticipation Notes	Budget Appropriation	Improvement Authorizations	Balance Dec. 31, 2009
Capital Improvement Fund		\$ 19,463.23		\$ 10,000.00		\$ 29,463.23
Ord. No.	<u>General Improvements</u>					
17-06; 33-06	Various Improvements	315.44				315.44
37-08	Various Improvements	18,600.00	352,114.00		\$ 365,436.25	5,277.75
		<u>\$ 38,378.67</u>	<u>\$ 352,114.00</u>	<u>\$ 10,000.00</u>	<u>\$ 365,436.25</u>	<u>\$ 35,056.42</u>

TOWN OF DOVER
PARKING UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL

	<u>Balance</u> <u>Dec. 31, 2008</u>	<u>Balance</u> <u>Dec. 31, 2009</u>
Parking Authority Facilities	\$ 494,637.93	\$ 494,637.93
Parking Meters	<u>116,177.47</u>	<u>116,177.47</u>
	<u>\$ 610,815.40</u>	<u>\$ 610,815.40</u>
<u>Ref.</u>	E	E

TOWN OF DOVER
PARKING UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL AUTHORIZED AND UNCOMPLETED

<u>Improvement Description</u>	<u>Ordinance</u>		<u>Amount</u>	<u>Balance</u>	<u>Balance</u>
	<u>No.</u>	<u>Date</u>		<u>Dec. 31, 2008</u>	<u>Dec. 31, 2009</u>
Various Improvements	17-06;	07/25/06;	\$ 40,000.00		
	33-06	12/12/06	6,314.00	\$ 46,314.00	\$ 46,314.00
Various Improvements	37-08	12/15/08	370,714.00	<u>370,714.00</u>	<u>370,714.00</u>
				<u>\$ 417,028.00</u>	<u>\$ 417,028.00</u>
			<u>Ref.</u>	E	E

TOWN OF DOVER
PARKING UTILITY OPERATING FUND
SCHEDULE OF 2008 APPROPRIATION RESERVES
YEAR ENDED DECEMBER 31, 2009

	Balance Dec. 31, 2008	Balance After Modification	Paid or Charged	Balance Lapsed
Operating:				
Salaries and Wages	\$ 505.46	\$ 505.46		\$ 505.46
Other Expenses	41,571.59	41,571.59	\$ 17,614.97	23,956.62
Statutory Expenditures:				
Contribution to:				
Social Security System	735.29	735.29	210.76	524.53
	<u>\$ 42,812.34</u>	<u>\$ 42,812.34</u>	<u>\$ 17,825.73</u>	<u>\$ 24,986.61</u>

Ref.

Balance December 31, 2008:

Unencumbered	E	\$ 37,265.35
Encumbered	E	5,546.99
		<u>\$ 42,812.34</u>

TOWN OF DOVER
 PARKING UTILITY CAPITAL FUND
 SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

Ord. No.	Improvement Description	Ordinance		Balance Dec. 31, 2008		Disbursements	Balance Dec. 31, 2009	
		Date	Amount	Funded	Unfunded	Paid or Charged	Funded	Unfunded
17-06; 33-06	Various Improvements	07/25/06; 12/12/06	\$ 40,000.00 6,314.00					
				\$ 315.44			\$ 315.44	
37-08	Various Improvements	12/15/08	370,714.00	18,600.00	\$ 352,114.00	\$ 365,436.25		\$ 5,277.75
				\$ 18,915.44	\$ 352,114.00	\$ 365,436.25	\$ 315.44	\$ 5,277.75
				<u>Ref.</u>	E	E	E	E

TOWN OF DOVER
PARKING UTILITY CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>Ref.</u>	
Balance December 31, 2008	E	\$ 19,463.23
Increased by:		
2009 Budget Appropriation		<u>10,000.00</u>
Balance December 31, 2009	E	<u>\$ 29,463.23</u>

TOWN OF DOVER
PARKING UTILITY CAPITAL FUND
SCHEDULE OF DEFERRED RESERVE FOR AMORTIZATION

<u>Ord. No.</u>	<u>Improvement Description</u>	<u>Date of Ordinance</u>	<u>Balance Dec. 31, 2008</u>	<u>Balance Dec. 31, 2009</u>
17-06; 33-06	Various Improvements	07/25/06; 12/12/06	\$ 46,314.00	\$ 46,314.00
37-08	Various Improvements	12/15/08	<u>18,600.00</u>	<u>18,600.00</u>
			<u>\$ 64,914.00</u>	<u>\$ 64,914.00</u>
		<u>Ref.</u>	E	E

TOWN OF DOVER
PARKING UTILITY CAPITAL FUND
SCHEDULE OF BOND ANTICIPATION NOTES PAYABLE
YEAR ENDED DECEMBER 31, 2009

Ordinance Number	Improvement Description	Date of			Interest Rate	Issued	Balance Dec. 31, 2009
		Original Issue	Issue	Maturity			
37-08	Various Improvements	03/17/09	03/17/09	03/16/10	2.77%	\$ 352,114.00	\$ 352,114.00
						<u>\$ 352,114.00</u>	<u>\$ 352,114.00</u>
					<u>Ref.</u>		E

TOWN OF DOVER
PARKING UTILITY CAPITAL FUND
SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED
YEAR ENDED DECEMBER 31, 2009

<u>Ord.</u> <u>No.</u>	<u>Ord.</u> <u>Date</u>	<u>Improvement Description</u>	<u>Balance</u> <u>Dec. 31, 2008</u>	<u>Bond</u> <u>Anticipation Notes</u> <u>Issued</u>
37-08	12/15/08	Various Improvements	\$ 352,114.00	\$ 352,114.00
			<u>\$ 352,114.00</u>	<u>\$ 352,114.00</u>

TOWN OF DOVER

PART II

SINGLE AUDIT

YEAR ENDED DECEMBER 31, 2009

TOWN OF DOVER
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED DECEMBER 31, 2009

Name of Federal Agency or Department	Federal Program/ State Program Account #	CFDA Number	Grant Award	Grant Period		Receipts	Expenditures	Cumulative Expenditures
				From	To			
<u>U.S. Department of Housing and Urban Development</u> (Passed Thru NJ Department of Community Affairs)	Small Cities Community Development Block Grant Program:							
	Grant Agreement #08-2118-00 Housing Rehabilitation State #100-022-8020-078-6120	14.228	\$ 200,000.00	02/01/08	09/30/09		\$ 37,705.00	\$ 200,000.00
	Grant Agreement #09-0599-00 Housing Rehabilitation State #100-022-8020-078-6120	14.228	200,000.00	01/01/09	12/31/09		82,860.00	82,860.00
	Grant Agreement #08-2117-00 Belmont Avenue State #100-022-8020-078-6120	14.228	400,000.00	04/01/08	09/30/09	\$ 17,595.00		335,619.82
	State #100-022-8020-078-6120	14.228	500,000.00	01/01/09	12/31/09	7,150.00	12,150.00	12,150.00
						<u>24,745.00</u>	<u>132,715.00</u>	<u>630,629.82</u>
<u>U.S. Department of Housing and Urban Development</u>	2005-EDI Special Projects - Redevelopment Planning	14.226	99,200.00	12/9/04	12/31/09		0.12	99,200.00
	Total U.S. Department of Housing and Urban Development					<u>24,745.00</u>	<u>132,715.12</u>	<u>729,829.82</u>
<u>U.S. Department of Justice</u>	Bulletproof Vest Program							
	2007	16.607	8,758.08	01/01/07	12/31/07		4,210.32	8,758.08
	2009	16.607	2,266.75	01/01/09	12/31/09		1,874.38	1,874.38
	2010	16.607	2,399.85	01/01/10	12/31/10	2,399.85		
						<u>2,399.85</u>	<u>6,084.70</u>	<u>10,632.46</u>
<u>Department of Homeland Security</u> (Passed thru NJ Department of Law and Public Safety)	FEMA Grant	97.008	27,332.00	01/01/08	12/31/08	26,499.00		26,303.63
						<u>26,499.00</u>		<u>28,707.63</u>

TOWN OF DOVER
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED DECEMBER 31, 2009
(Continued)

Name of Federal Agency or Department	Federal Program/ State Program Account #	CFDA Number	Grant Award	Grant Period		Receipts	Expenditures	Cumulative Expenditures
				From	To			
<u>Department of Transportation</u>								
(Passed Thru NJ Department of Transportation)	Thompson Avenue State #06-480-078-6320-6010	20.205	\$ 125,000.00	01/01/08	12/31/08	\$ 125,000.00	\$ 6,363.34	\$ 125,000.00
	Safe Corridors State #07-480-078-6320-6010	20.205	47,000.00	01/01/08	12/31/08		47,000.00	47,000.00
	East McFarlan Street State# 07-480-078-6320-6010	20.205	120,000.00	01/01/07	12/31/07		120,000.00	120,000.00
	Safe Corridors State #09-480-078-6320-6010	20.205	48,000.00	01/01/09	12/31/09	48,000.00	48,000.00	48,000.00
	Total Department of Transportation					173,000.00	221,363.34	340,000.00
<u>Environmental Protection Agency:</u>								
(Passed Thru NJ Department of Environmental Protection)	Municipal Stormwater Regulation Program: State #06-100-042-4850-118	66.605	9,022.00	03/01/06	02/28/09		789.00	9,022.00
	Total Environmental Protection Agency						789.00	10,018.35
<u>National Film Preservation Foundation</u>	Dover Baby Parade Film Preservation	N/A	5,050.00	01/01/08	12/31/09	2,525.00		5,050.00
						2,525.00		5,050.00
Total Federal Awards						\$ 229,168.85	\$ 360,952.16	\$ 1,124,238.26

N/A - Not Applicable/Available

SEE ACCOMPANYING NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AND STATE AWARDS

TOWN OF DOVER
SCHEDULE OF EXPENDITURES OF STATE AWARDS
YEAR ENDED DECEMBER 31, 2009

Name of State Agency or Department	State Program	Program Account #	Grant Award	Grant Period		Receipts	Expenditures	Cumulative Expenditures
				From	To			
<u>Department of Health and Senior Services</u>	Public Health Priority	100-046-4220	\$ 10,952.00	01/01/08	12/31/08		\$ 1,770.00	\$ 10,952.00
	Funding	109-021030	11,388.00	01/01/09	12/31/09	\$ 11,388.00	9,278.55	9,278.55
						11,388.00	11,048.55	20,230.55
	State Health Services Grant - H1N1 Public Health Response		65,102.00	01/01/09	12/31/09	24,900.00	20,697.84	20,697.84
					24,900.00	20,697.84	20,697.84	
Total Department of Health and Senior Services						36,288.00	31,746.39	40,928.39
<u>Department of Environmental Protection</u>	Clean Communities Grant	765-042-4900-	15,224.59	01/01/07	12/31/07		1,000.00	15,224.59
		004-178910	15,978.00	01/01/08	12/31/08	0.11	2,374.07	15,978.00
			20,537.00	01/01/09	12/31/09	20,537.00	2,261.00	2,261.00
						20,537.11	5,635.07	33,463.59
Recycling Grant	752-042-4900-	10,148.00	01/01/07	12/31/07		3,481.99	5,399.70	
	001-6020	23,052.32	01/01/10	12/31/10	23,052.32			
					23,052.32	3,481.99	5,399.70	
Total Department of Environmental Protection						43,589.43	9,117.06	38,863.29
<u>Department of Community Affairs</u>	Cooperative Housing	100-022-8010-						
	Inspection Grant	023-6120	4,629.00	01/01/07	12/31/08		491.72	4,629.00
			3,840.00	01/01/08	12/31/08		3,840.00	3,840.00
			3,126.00	01/01/09	12/31/09		3,126.00	3,126.00
			6,555.00	01/01/10	12/31/10	6,555.00		
					6,555.00	7,457.72	11,595.00	
Total Department of Community Affairs						6,555.00	7,457.72	11,595.00

TOWN OF DOVER
 SCHEDULE OF EXPENDITURES OF STATE AWARDS
 YEAR ENDED DECEMBER 31, 2009
 (Continued)

Name of State Agency or Department	State Program	State Account #	Grant Award	Grant Period		Receipts	Expenditures	Cumulative Expenditures
				From	To			
<u>Department of Treasury</u>								
Passed through the County of Morris	Governor's Council on Alcoholism and Drug Abuse	100-082-2000- 044-6010	\$ 33,131.00	01/01/07	12/31/07			\$ 29,799.86
			33,131.00	01/01/08	12/31/08	\$ 11,130.56	5,628.32	31,400.51
			30,661.00	01/01/09	12/31/09	19,629.20	16,215.93	16,215.93
						<u>30,759.76</u>	<u>21,844.25</u>	<u>77,416.30</u>
	The College of New Jersey	N/A	35,750.00	01/01/09	12/31/09	18,500.00	35,750.00	35,750.00
	Rockaway River Watershed Cabinet	N/A	18,650.00	01/01/09	12/31/09		18,650.00	18,650.00
	Total Department of Treasury					<u>49,259.76</u>	<u>76,244.25</u>	<u>131,816.30</u>
<u>Department of Law and Public Safety</u>								
	Drunk Driving Enforcement Fund	100-078-6400- 260-YYYY	23,867.80	01/01/06	12/31/08	15,735.62	4,476.53	23,827.31
						<u>15,735.62</u>	<u>4,476.53</u>	<u>23,827.31</u>
	Safe and Secure Communities Program	100-066-1020- 232-6120	50,413.00	01/01/09	12/31/09	41,163.74	50,413.00	50,413.00
	Total Department of Law and Public Safety					<u>56,899.36</u>	<u>54,889.53</u>	<u>74,240.31</u>
Total State Awards						<u>\$ 192,591.55</u>	<u>\$ 179,454.95</u>	<u>\$ 297,443.29</u>

N/A - Not Available

SEE ACCOMPANYING NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AND STATE AWARDS

TOWN OF DOVER
NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AND STATE AWARDS
YEAR ENDED DECEMBER 31, 2009

A. GENERAL

The accompanying Schedules of Expenditures of Federal and State Awards present the activity of all federal and state award programs of the Town of Dover. The Town of Dover is defined in Note 1 to the Town's financial statements. All federal and state awards received directly from federal and state agencies, as well as federal and state awards passed through other government agencies are included on the schedules of expenditures of federal and state awards.

B. BASIS OF ACCOUNTING

The accompanying Schedules of Expenditures of Federal and State Awards are presented using the modified accrual basis of accounting. The information in these schedules is presented in accordance with the requirements of federal OMB Circular A-133, *Audits of States, Local Governments and Nonprofit Organizations*.

C. RELATIONSHIP TO FEDERAL AND STATE FINANCIAL REPORTS

Amounts reported in the accompanying schedules agree with the amounts reported in the related federal and state financial reports.

D. THRESHOLD FOR FEDERAL AND STATE AWARDS

The threshold for distinguishing federal and state Type A and B programs was \$300,000. The Town qualified as a "low-risk" auditee under the provisions of section 530 of the circular.



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 Mt. Arlington, NJ 07856
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 Newton, NJ 07860
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May 21, 2010

Independent Auditors' Report on Internal Control Over Financial Reporting
 and on Compliance and Other Matters Based on an Audit of Financial Statements
 Performed in Accordance with *Government Auditing Standards*

The Honorable Mayor and Members
 of the Board of Aldermen
 Town of Dover
 Dover, New Jersey

We have audited the financial statements of the Town of Dover, in the County of Morris (the "Town") as of, and for the years ended December 31, 2009 and 2008 and have issued our report thereon dated May 21, 2010, which indicated that the financial statements have been prepared on an other comprehensive basis of accounting. We conducted our audits in accordance with auditing standards generally accepted in the United States of America, audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Town'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, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Township's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, 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

The Honorable Mayor and Members
of the Board of Aldermen
Town of Dover
Page 2
May 21, 2010

Compliance and Other Matters

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

This report is intended solely for the information and use of management, the Mayor and members of the Board of Aldermen, and to meet the requirements for filing with the Division of Local Government Services, federal and state awarding agencies and pass-through entities, and is not intended to be, and should not be, used by anyone other than these specified parties.

Mount Arlington, New Jersey


NISIVOCCIA & COMPANY LLP



David H. Evans
Registered Municipal Accountant No. 98
Certified Public Accountant

TOWN OF DOVER
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
YEAR ENDED DECEMBER 31, 2009

Summary of Auditors' Results:

- An unqualified report was issued on the Town's financial statements for 2009 prepared on an other comprehensive basis of accounting.
- The audit did not disclose any material weaknesses or significant deficiencies in the internal controls of the Town.
- The audit did not disclose any noncompliance that is material to the financial statements of the Town.
- The Town was not subject to the single audit provisions of Federal OMB Circular A-133 and New Jersey's OMB Circular NJOMB 04-04, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid* for 2009 as grant expenditures were less than the single audit thresholds of \$500,000 identified in the Circulars.

Findings Relating to the Financial Statements which are required to be Reported in Accordance with Generally Accepted Government Auditing Standards:

- The audit did not disclose any findings required to be reported under Generally Accepted Government Auditing Standards.

Findings and Questioned Costs for Federal Awards:

- Not Applicable – Grant expenditures were below the single audit threshold.

Findings and Questioned Costs for State Awards:

- Not Applicable – Grant expenditures were below the single audit threshold.

TOWN OF DOVER
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2009

There were no prior year findings.

TOWN OF DOVER

PART III

COMMENTS AND RECOMMENDATIONS

YEAR ENDED DECEMBER 31, 2009

TOWN OF DOVER
COMMENTS AND RECOMMENDATIONS

Contracts and Agreements Required to be Advertised for N.J.S.A. 40A:11-4

N.J.S.A. 40A:11-3 states:

a. " When the cost or price of any contract awarded by the contracting agent in the aggregate does not exceed in a contract year the total sum of \$17,500, 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, except that the governing body of any contracting unit may adopt an ordinance or resolution to set a lower threshold for the receipt of public bids or the solicitation of competitive quotations. If the purchasing agent is qualified pursuant to Subsection b. of Section 9 of P.L. 1971, C.198 (N.J.S.A. 40A:11-9), the governing body of the contracting unit may establish that the bid threshold may be up to \$25,000. Such authorization may be granted for each contract or by a general delegation of the power to negotiate and award such contracts pursuant to this section.

b. 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 subparagraph (i) of paragraph (a) of subsection (1) of section 5 of P.L. 1971, C.198 (N.J.S.A. 40A:11-5) may be awarded for a period not exceeding 12 consecutive months. The Division of Local Government Services shall adopt and promulgate rules and regulations concerning the methods of accounting for all contracts that do not coincide with the contracting unit's fiscal year.

c. The Governor, in consultation with the Department of the Treasury, shall, no later than March 1 of every fifth year beginning in the fifth year after the year in which P.L.1999, C.440 takes effect, adjust the threshold amount and the higher threshold amount which the governing body is permitted to establish, as set forth in subsection a. of this section, or the threshold amount resulting from any adjustment under this subsection, in direct proportion to the rise or fall of the index rate as that term is defined in section 2 of P.L. 1971, C.198 (N.J.S.A. 40A:11-2), and shall round the adjustment to the nearest \$1,000. The Governor shall, no later than June 1 of every fifth year, notify each governing body of the adjustment. The adjustment shall become effective on July 1 of the year in which it is made."

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 therefore, except as is provided otherwise in this act or specifically by any other law. The governing body of a contracting unit may, by resolution approved by a majority of the governing body and subject to subsections b. and c. of this section, disqualify a bidder who would otherwise be determined to be the lowest responsible bidder, if the governing body finds that it has had prior negative experience with the bidder."

Effective July 1, 2005, the bid threshold in accordance with N.J.S.A. 40A:11-3 and 40A:11-4 (as amended) is \$21,000.00, and with a qualified purchasing agent the threshold may be up to \$29,000.

The governing body of the Town of Dover has the responsibility of determining whether the expenditures in any category will exceed the bid threshold within the fiscal year. Where question arises as to whether any contract or agreement might result in violation of the statute, the Town Attorney's opinion should be sought before a commitment is made.

TOWN OF DOVER
COMMENTS AND RECOMMENDATIONS
(Continued)

Contracts and Agreements Required to be Advertised for N.J.S.A. 40A:11-4 (Cont'd)

The minutes indicated that bids were requested by public advertising per N.J.S.A. 40A:11-4. The minutes also indicated that resolutions were adopted and advertised authorizing the awarding of contracts or agreements for "Professional Services".

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 materials or supplies, the results of such an accumulation could not reasonably be ascertained. Disbursements were reviewed, however, to determine whether any clear-cut violations existed. None were noted.

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 sewer transmission fees on or before the date when they would become delinquent.

On January 1, 2009, the governing body adopted a resolution authorizing interest to be charged on delinquent taxes and delinquent sewer transmission fees as follows:

8% per year on sums up to \$1,500.00 and 18% per year on the portion of tax and sewer transmission delinquencies in excess of \$1,500.00 to be calculated from the date the tax and sewer transmission fees were payable until the date of actual payment.

In addition, the governing body adopted a resolution authorizing penalties to be charged on delinquent taxes as follows:

"WHEREAS, Chapter 75 "Laws of 1991" authorizes the Governing Body to fix a 6% penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00, and who fails to pay said delinquency prior to year end closing, and

"WHEREAS, said penalty is to be calculated with interest included in the total delinquency."

It appears from tests of the Collectors' records that interest was collected in accordance with the foregoing resolutions.

Delinquent Taxes and Tax Title Liens

The last tax sale was held on December 1, 2009 and all eligible properties were included.

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

<u>Year</u>	<u>Number of Liens</u>
2009	26
2008	25
2007	25

It is essential to good management that all means provided by statute be utilized to liquidate tax title liens in order to get such properties back on a taxpaying basis.

TOWN OF DOVER
COMMENTS AND RECOMMENDATIONS
(Continued)

Municipal Court

A summary of the transactions of the Municipal Court for the year 2009 is as follows:

RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDED DECEMBER 31, 2009

	Balance Dec. 31, 2008	Cash Received	Cash Disbursed	Balance Dec. 31, 2009
State of New Jersey	\$ 14,451.51	\$ 427,465.96	\$ 395,441.45	\$ 46,476.02
County	3,488.50	206,433.51	189,292.76	20,629.25
Municipality	34,383.49	831,975.59	786,706.35	79,652.73
Municipality - POAA	356.00	4,110.00	4,058.00	408.00
Conditional Discharge	70.00	2,002.00	1,835.00	237.00
Fish and Game		566.00	566.00	
Weights and Measures	6,300.00	78,797.00	78,347.00	6,750.00
Restitution	784.00	4,529.60	5,108.60	205.00
Local Park Commission		229.00	229.00	
Miscellaneous		235.73	200.58	35.15
Bail Account	7,877.00	135,837.25	126,611.15	17,103.10
	<u>\$ 67,710.50</u>	<u>\$ 1,692,181.64</u>	<u>\$ 1,588,395.89</u>	<u>\$ 171,496.25</u>

There were tickets found while testing the municipal court which were assigned but have not been issued in over six months.

It is recommended that all tickets assigned be recalled and reissued to officers if they have not been issued in a six month period.

Management's Response

The Town will implement the process of recalling and reassigning all tickets which have been issued but not written within six months after issuance.

Town Library

Our review of the records of the Town Library revealed the following:

1. Overall, there appears to be an inadequate control over incoming receipts. Prenumbered receipts are only issued for collections over \$1.
2. The petty cash fund is not maintained at the authorized fund amount or closed out at year end.
3. A reconciliation of the bank account for the library was not performed on a monthly basis during the year.

It is recommended that:

1. Prenumbered receipts be issued for all collections; or, a cash register be obtained and utilized for all receipts.

TOWN OF DOVER
COMMENTS AND RECOMMENDATIONS
(Continued)

Town Library – (Cont'd)

2. The excess in the petty cash fund be turned over to the fines and fees account. The petty cash fund be closed out at year end.
3. Bank reconciliations be performed on a monthly basis.

Management's Response

1. Consideration will be given to issuing prenumbered receipts for all collections in 2010.
2. The excess in the petty cash fund will be turned over to the fines and fees account in 2010 and the petty cash fund will be closed out at year end in the future.
3. Reconciliations will be performed on a monthly basis.

Internal Controls

During the course of our testing, we noted instances in the Fire Prevention office, the Town Library and the Police Department, where cash received was not deposited into the bank on a timely basis.

It is recommended that all funds be deposited within 48 hours of receipt.

Management's Response

Every effort will be made to ensure that all funds received are deposited in a timely manner.

During the year we noted an instance in while the utility collector could not send out bills to users because the Town did not have enough bills on hand to send to all residents.

It is recommended that the Town maintain the appropriate amount of blank bills in order to process billing for the utility departments of the town in a timely manner.

Management's Response

The Town will have the appropriate blank bills on hand going forward in order to prevent a late billing situation.

TOWN OF DOVER
COMMENTS AND RECOMMENDATIONS
(Continued)

Corrective Action Plan

The Town has initiated a corrective action plan to resolve comments and recommendations from the 2009 audit report. Corrective action on the recommendations is in the process of being implemented.

TOWN OF DOVER
SUMMARY OF RECOMMENDATIONS

It is recommended that:

1. Library:
 - a. Prenumbered receipts be issued for all collections; or, a cash register be obtained and utilized for all receipts.
 - b. The excess in the petty cash fund be turned over to the fines and fees account. The petty cash fund be closed out at year end.
 - c. Bank reconcilations be performed on a monthly basis.

2. Internal Controls:
 - a. All funds collected in the Fire Prevention office be deposited within 48 hours of receipt.
 - b. The Town maintain the appropriate amount of blank bills in order to process billing for the utility departments of the town.

3. Municipal Court:
 - a. All tickets assigned be recalled and reissued to officers if they have not been issued in a six month period.