

*TOWN OF DOVER*  
*COUNTY OF MORRIS*  
*REPORT OF AUDIT*  
*2022*

*NISIVOCIA LLP*  
*CERTIFIED PUBLIC ACCOUNTANTS*

TOWN OF DOVER  
COUNTY OF MORRIS  
REPORT OF AUDIT  
2022

TOWN OF DOVER  
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TOWN OF DOVER

PART I

FINANCIAL STATEMENTS

AND SUPPLEMENTARY SCHEDULES

YEAR ENDED DECEMBER 31, 2022

## Independent Auditors' Report

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

### **Report on the Audit of the Financial Statements**

#### ***Opinions***

We have audited the financial statements – regulatory basis - of the various funds and account group of the Town of Dover in the County of Morris (the "Town") as of and for the year ended December 31, 2022, and the related notes to the financial statements as listed in the table of contents.

#### ***Qualified Opinion on Regulatory Basis of Accounting***

In our opinion, except for the effects of the matters described in the Basis for Qualified Opinion on Regulatory Basis of Accounting section of our report the accompanying financial statements referred to above present fairly, in all material respects, the financial position of each fund and account group of the Town as of December 31, 2022, and the results of operations and changes in fund balance, where applicable, of such funds and account group, thereof for the year then ended in accordance with the accounting practices prescribed or permitted, as described in Note 1, by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division").

#### ***Adverse Opinion on U.S. Generally Accepted Accounting Principles***

In our opinion, because of the significance of the matter discussed in the Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles section of our report, the accompanying financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of each fund and account group of the Town as of December 31, 2022, or the changes in financial position or where applicable, cash flows thereof for the year then ended.

#### ***Basis for Qualified Opinion on Regulatory Basis of Accounting***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS), audit requirements prescribed by the Division and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Town, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.



The Honorable Mayor and Members  
of the Board of Aldermen  
Town of Dover  
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December 18, 2023

*Matters Giving Rise to Qualified Opinion on Regulatory Basis of Accounting*

The Town's note disclosure on postemployment benefits other than pensions (OPEB) (Note 17) contains the December 31, 2020 information and not the December 31, 2022 information as the Town has not obtained an updated report for Governmental Accounting Standards Board ("GASB") Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pension* as of the date of this report. As the Town reports on a regulatory basis of accounting, the Town's net OPEB liability and related deferred inflows and outflows as well as the OPEB expense are not recorded in the financial statements. However, in our opinion, disclosure of this information is required by accounting principles generally accepted in the United States of America.

Also, we were unable to obtain sufficient appropriate audit evidence to support a material unidentified reconciling item on the Town's Current Fund cash reconciliation which is reflected as a reduction in the Town's cash balance. This reconciling item relates to the cash and cash equivalents balance on the Current Fund Balance Sheet for December 31, 2022.

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

As described in Note 1 of the financial statements, the financial statements are prepared by the Town on the basis of the financial reporting provisions prescribed or permitted by the Division, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of the Division's regulatory basis of accounting and the budget laws of New Jersey.

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

***Emphasis of Matter***

As discussed in Note 19 to the financial statements, the Town implemented GASB Statement No. 87, *Leases*, during the year ended December 31, 2022. Our opinions are not modified with respect to this matter.

***Other Matters***

The financial statements of the Town as of December 31, 2021 were audited by other auditors whose report dated July 29, 2022 expressed an unmodified opinion on those statements.

***Responsibilities of Management for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division") to demonstrate compliance with the Division's regulatory basis of accounting, and the budget laws of New Jersey. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

The Honorable Mayor and Members  
of the Board of Aldermen  
Town of Dover  
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December 18, 2023

***Auditor’s Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards* and audit requirements prescribed by the Division will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, *Government Auditing Standards* and audit requirements prescribed by the Division, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town’s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town’s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

***Supplementary Information***

Our audit was conducted for the purpose of forming opinions on the financial statements of the various funds and account group that collectively comprise the Town’s financial statements. The supplementary data schedules listed in the table of contents and the schedules of expenditures of federal and state awards, as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (“Uniform Guidance”) and New Jersey’s OMB Circular 15-08, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid*, are presented for purposes of additional analysis and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the various fund and account group financial statements. The information has been subjected to the auditing procedures applied in the audit of the various fund financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the various fund and account group financial statements or to the various fund and account group financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, except for the effects on the supplementary data schedules and the schedules of expenditures of federal and state awards of us not being able to obtain sufficient appropriate audit evidence to support a material unidentified reconciling item on the

The Honorable Mayor and Members  
of the Board of Aldermen  
Town of Dover  
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December 18, 2023

Town's Current Fund cash reconciliation which relates to the Town's cash and cash equivalents balance in the Current Fund supplementary data schedules at December 31, 2022 as detailed in the *Matter Giving Rise to Qualified Opinion on Regulatory Basis of Accounting* paragraph of this letter, the information in these schedules is fairly stated, in all material respects, in relation to the various funds and account group financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 18, 2023 on our consideration of the Town of Dover's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town of Dover's internal control over financial reporting and compliance.

Mount Arlington, New Jersey  
December 18, 2023

*Nisivoccia LLP*  
NISIVOCCIA LLP

*John J. Mooney*  
\_\_\_\_\_  
John J. Mooney  
Registered Municipal Accountant No. 560  
Certified Public Accountant

TOWN OF DOVER

COUNTY OF MORRIS

2022

CURRENT FUND

TOWN OF DOVER  
CURRENT FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

		December 31,	
<u>ASSETS</u>	<u>Ref.</u>	2022	2021 as Restated
Regular Fund:			
Cash and Cash Equivalents	A-4	\$ 10,259,422.50	\$ 9,080,728.37
Change Funds		475.00	475.00
State of NJ Building Fees Prepaid		896.00	
Local School Taxes Prepaid	A-12	89,413.77	
		10,350,207.27	9,081,203.37
Receivables and Other Assets with Full Reserves:			
Delinquent Taxes	A-7	480,974.97	404,242.63
Tax Title Liens	A-8	319,106.67	466,597.66
Property Acquired for Taxes at Assessed Valuation		204,400.00	204,400.00
Revenue Accounts Receivable	A-9	31,356.26	19,904.50
Sewer Rents Receivable	A-10	83,954.09	218,963.98
Due from:			
Police Outside Services		44,823.03	55,105.21
Payroll		562,590.07	
		1,727,205.09	1,369,213.98
Deferred Charges:			
Overexpenditure of Appropriations	A-3	264,331.98	
Special Emergency Authorizations:			
COVID-19 Emergency		720,807.92	1,109,341.86
Accrued Sick and Vacation Payout		360,000.00	480,000.00
		1,345,139.90	1,589,341.86
Total Regular Fund			
		13,422,552.26	12,039,759.21
Federal and State Grant Fund:			
Federal and State Grants Receivable	A-14	3,262,005.25	1,839,623.87
Due from Current Fund	A	334,034.51	2,548,268.66
Deferred Charges - Expenditures without Reserve	A-15	21,000.00	
		3,617,039.76	4,387,892.53
Total Federal and State Grant Fund			
		17,039,592.02	16,427,651.74
<u>TOTAL ASSETS</u>		<u>\$ 17,039,592.02</u>	<u>\$ 16,427,651.74</u>

TOWN OF DOVER  
CURRENT FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS  
(Continued)

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>Ref.</u>	<u>December 31,</u>	
		<u>2022</u>	<u>2021</u> <u>as Restated</u>
Regular Fund:			
Appropriation Reserves:			
Unencumbered	A-3;A-11	\$ 1,970,088.48	\$ 1,832,552.15
Encumbered	A-3;A-11	282,162.78	161,946.23
Total Appropriation Reserves		<u>2,252,251.26</u>	<u>1,994,498.38</u>
Local School Taxes Payable	A-12		1,252,989.23
County Added and Omitted Taxes Payable		6,381.25	7,197.41
Prepaid Taxes		184,860.72	290,030.12
Tax Overpayments		68,466.83	62,694.82
Prepaid Sewer Rents		466.88	1,208.94
Accounts Payable - Vendors		39,846.96	38,044.95
Special Emergency Notes Payable	A-13	1,080,807.29	1,589,341.86
Due Dover Housing Authority		1,037.70	1,037.70
Due to:			
Federal and State Grant Fund	A	334,034.51	2,548,268.66
Animal Control Fund	B	2.08	
Other Trust Funds	B	96.47	
Other Trust Funds - Recycling Trust Fund	B	48,235.50	
Other Trust Funds - Tax Sale Premiums	B	246,400.00	
General Capital Fund	C	1,033,854.56	
Water Utility Operating Fund	D	3,072,716.92	
Parking Utility Operating Fund	E	192,831.48	
Payroll Fund			
State of NJ - Marriage License Fees		1,125.00	4,495.00
State of NJ - Veterans' and Senior Citizens' Deductions		10,711.86	10,711.86
State of NJ - Building Fees			3,772.00
Reserve for:			
Municipal Relief Fund Aid		65,967.60	
Third Party Liens		2,801.39	2,801.39
Sale of Municipal Assets		92,526.73	45,448.93
Library State Aid		2,172.51	4,783.12
Maintenance of Library		129,019.38	
		<u>8,866,614.88</u>	<u>7,857,324.37</u>
Reserve for Receivables and Other Assets	A	1,727,205.09	1,369,213.98
Fund Balance	A-1	2,828,732.29	2,813,220.86
Total Regular Fund		<u>13,422,552.26</u>	<u>12,039,759.21</u>

TOWN OF DOVER  
CURRENT FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS  
(Continued)

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>Ref.</u>	<u>December 31,</u>	
		<u>2022</u>	<u>2021</u> <u>as Restated</u>
Federal and State Grant Fund:			
Appropriated Reserves	A-15	2,987,800.43	1,602,250.23
Unappropriated Reserves	A-16	194,136.92	1,046,432.08
Encumbrances Payable	A-15	435,102.41	1,739,210.22
Total Federal and State Grant Fund		<u>3,617,039.76</u>	<u>4,387,892.53</u>
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCE</u>		<u>\$ 17,039,592.02</u>	<u>\$ 16,427,651.74</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 - REGULATORY BASIS

	Ref.	Year Ended December 31,	
		2022	2021
<u>Revenue and Other Income Realized</u>			
Fund Balance Utilized		\$ 1,123,842.25	\$ 841,126.32
Miscellaneous Revenue Anticipated		10,294,830.37	16,647,731.14
Receipts from:			
Delinquent Taxes		407,574.07	885,577.64
Current Taxes		38,076,495.51	38,253,850.85
Nonbudget Revenue		274,361.89	385,437.99
Other Credits to Income:			
Budget Appropriations Canceled			8,646.79
Interfunds and Other Receivables Returned		10,282.18	374,910.10
Unexpended Balance of Appropriation Reserves		1,389,590.05	1,677,787.65
Prior Year Accounts Payable Canceled			3,306.20
Total Income		51,576,976.32	59,078,374.68
<u>Expenditures</u>			
Budget Appropriations:			
Municipal Purposes		29,671,610.91	36,806,863.39
County Taxes		3,960,537.83	3,737,028.11
Local School District Taxes		16,093,043.00	15,969,331.00
Refund of Prior Years' Taxes		68,717.75	48,619.77
Refund of Prior Years' Revenues		650.00	55,700.00
Refund of Prior Year Unidentified Transactions		344,805.06	
Special Emergency Note Principal Paid			1,000,000.00
Interfunds and Other Receivables Advanced		562,590.07	55,105.21
Total Expenditures		50,701,954.62	57,672,647.48
Excess in Revenue		875,021.70	1,405,727.20



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

	<u>Ref.</u>	<u>Year Ended December 31,</u>	
		<u>2022</u>	<u>2021</u>
Adjustments to Income Before Fund Balance:			
Expenditures Included above Which are by Statute			
Deferred Charges to Budget of Succeeding Year:			
Overexpenditure of Appropriations		\$ 264,331.98	
Statutory Excess to Fund Balance		1,139,353.68	\$ 1,405,727.20
<u>Fund Balance</u>			
Balance January 1		2,813,220.86	2,248,619.98
		3,952,574.54	3,654,347.18
Decreased by:			
Utilized as Anticipated Revenue		1,123,842.25	841,126.32
Balance December 31	A	<u>\$ 2,828,732.29</u>	<u>\$ 2,813,220.86</u>

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

TOWN OF DOVER  
CURRENT FUND  
STATEMENT OF REVENUE - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022

	Budget	Added by NJSA 40A:4-87	Realized	Excess or Deficit*
Fund Balance Anticipated	\$ 1,123,842.25		\$ 1,123,842.25	
Miscellaneous Revenue:				
Licenses:				
Alcoholic Beverages	51,216.20		50,660.60	\$ 555.60 *
Other	78,957.00		78,745.00	212.00 *
Fees and Permits	209,656.96		269,281.00	59,624.04
Fines and Costs:				
Municipal Court	184,307.80		400,840.30	216,532.50
Interest and Costs on Taxes	174,665.21		98,283.47	76,381.74 *
Interest on Investments and Deposits	71,052.15		52,473.68	18,578.47 *
Payment In Lieu of Taxes:				
Mill Pond Towers - Senior Citizen Apartments	181,232.00		181,232.00	
Guenther Mills	207,771.31		154,319.00	53,452.31 *
Sewer Rents	1,607,894.79		1,766,652.11	158,757.32
Fire Prevention Inspection Fees	17,377.00		28,809.00	11,432.00
Consolidated Municipal Property Tax Relief Aid	9,620.00		9,620.00	
Energy Receipts Taxes	1,255,002.00		1,255,002.00	
Uniform Construction Code Fees	210,656.00		251,532.00	40,876.00
Interlocal Services - Municipal Court & Fire	19,480.32		11,590.81	7,889.51 *
Victory Gardens Fire Department	62,458.69		33,000.00	29,458.69 *
School Resource Officer	150,000.00			150,000.00 *
Rental Income	104,226.53		82,369.29	21,857.24 *
Hotel Occupancy Tax	130,171.16		235,999.59	105,828.43
Cell Tower Rental	157,682.49		178,791.10	21,108.61

TOWN OF DOVER  
CURRENT FUND  
STATEMENT OF REVENUE - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

	Budget	Added by NJSA 40A:4-87	Realized	Excess or Deficit*
Miscellaneous Revenue (Cont'd):				
Municipal Alliance on Alcoholism and Drug Abuse	\$ 10,543.00		\$ 10,543.00	
Body Armor Replacement Grant	1,843.59		1,843.59	
Bulletproof Vest Program Grant	5,301.00		5,301.00	
Distracted Drivers Grant	8,750.00		8,750.00	
Pedestrian Safety Grant	15,000.00		15,000.00	
Open Space Grant- East Blackwell Street Property Acquisition	35,000.00		35,000.00	
Body Worn Cameras	48,912.00		48,912.00	
Emergency Management Performance Grant	10,000.00		10,000.00	
Local Recreation Improvement Grant Crescent Field Improvements	75,000.00		75,000.00	
Department of Transportation Audrey Place & Winthrop Place	406,800.00		406,800.00	
Safe Streets to Transit- East Blackwell St	640,000.00		640,000.00	
Department of Transportation White Street Improvements	411,700.00		411,700.00	
Reserve for Housing Rehabilitation	400,000.00		400,000.00	
Utility Operating Surplus - Water Utility	200,000.00		200,000.00	
Capital Fund Balance	122,032.59		122,032.59	
Uniform Fire Safety Act	25,219.41		48,183.22	\$ 22,963.81
Community Champions	88,400.00		56,500.00	31,900.00 *
Ambulance Services	253,049.54		241,846.85	11,202.69 *
American Rescue Plan	1,855,250.00		1,855,250.13	0.13
Cable TV Franchise Fee	167,513.16		150,297.55	17,215.61 *
Reserve to Pay Debt Service	412,669.49		412,669.49	
<b>Total Miscellaneous Revenue</b>	<b>10,076,411.39</b>		<b>10,294,830.37</b>	<b>218,418.98</b>
<b>Receipts from Delinquent Taxes</b>	<b>579,544.21</b>		<b>407,574.07</b>	<b>171,970.14 *</b>

TOWN OF DOVER  
CURRENT FUND  
STATEMENT OF REVENUE - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

Amount to be Raised by Taxes for Support of Municipal Budget:  
Local Tax for Municipal Purposes  
Minimum Library Tax

	Budget	Added by NJSA 40A:4-87	Realized	Excess or Deficit*
	\$ 17,973,429.29		\$ 18,314,020.68	\$ 340,591.39
	508,894.00		508,894.00	
	<u>18,482,323.29</u>		<u>18,822,914.68</u>	<u>340,591.39</u>
 Budget Totals	 30,262,121.14		 30,649,161.37	 \$ <u>387,040.23</u>
 Nonbudget Revenue			 274,361.89	
	<u>\$ 30,262,121.14</u>	<u>\$ - 0 -</u>	<u>\$ 30,923,523.26</u>	

TOWN OF DOVER  
CURRENT FUND  
STATEMENT OF REVENUE - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

Allocation of Current Tax Collections:

Collection of Current Taxes	\$ 38,076,495.51
Allocated to School and County Taxes	<u>20,053,580.83</u>
Balance for Support of Municipal Budget	18,022,914.68
Add: Appropriation "Reserve for Uncollected Taxes"	<u>800,000.00</u>
Realized for Support of Municipal Budget	<u><u>\$ 18,822,914.68</u></u>

Analysis of Licenses - Other:

Collected/Received	\$ 78,895.00
Less: Refunds	<u>150.00</u>
	<u><u>\$ 78,745.00</u></u>

Analysis of Fees and Permits:

Collected/Received	\$ 270,531.00
Less: Refunds	<u>1,250.00</u>
	<u><u>\$ 269,281.00</u></u>

Analysis of Interest on Investments:

Treasurer	\$ 33,949.82
Animal Control Fund	28.45
Other Trust Funds	2,432.53
General Capital Fund	<u>16,062.88</u>
	<u><u>\$ 52,473.68</u></u>

TOWN OF DOVER  
CURRENT FUND  
STATEMENT OF REVENUE - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

Analysis of Nonbudget Revenue

Miscellaneous Revenue Not Anticipated:

Treasurer:

Clerk Miscellaneous Revenue	\$	3,755.00
New Jersey Division of Motor Vehicles - Fines		350.00
Morris County Municipal Joint Insurance Fund Refund		12,317.68
Morris County Shared Radio Communication Rental		18,169.08
Prior Year Workers' Compensation Insurance Claims		4,972.16
Prior Year Refunds/Reimbursements		60,819.03
Rehabilitation Lien Recovery		36,465.00
Insurance Reimbursements		1,250.00
Prior Year Payment In Lieu of Taxes		5,665.45
Senior Citizen and Veteran Deductions -		
Administrative Fee		884.08
Morris County Municipal Joint Insurance Safety Award		750.00
Rockaway Township - Route 46 & Perry St Traffic Light		196.58
Restitution		95.07
Other Receipts		128,672.76

\$ 274,361.89

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

TOWN OF DOVER  
CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022

	Appropriations		Expended By		Unexpended Balance Canceled	Overexpended
	Budget	Budget After Modification	Paid or Charged	Reserved		
Operations Within "CAPS":						
GENERAL GOVERNMENT:						
Mayor and Board of Aldermen:						
Salaries and Wages	\$ 143,575.20	\$ 143,575.20	\$ 131,087.47	\$ 12,487.73		
Other Expenses	66,300.00	66,300.00	51,132.77	15,167.23		
Administrative and Executive:						
Salaries and Wages	329,985.51	293,485.51	292,132.24	1,353.27		
Other Expenses	144,585.00	181,085.00	158,661.41	22,423.59		
Town Clerk:						
Salaries and Wages	134,808.84	134,808.84	69,692.76	65,116.08		
Other Expenses	37,696.50	37,696.50	4,136.88	33,559.62		
Financial Administration:						
Salaries and Wages	200,009.10	200,009.10	184,440.96	15,568.14		
Other Expenses	90,822.50	90,822.50	42,001.89	48,820.61		
Annual Audit	40,000.20	40,000.20		40,000.20		
Assessment of Taxes:						
Salaries and Wages	31,836.21	33,836.21	33,012.95	823.26		
Other Expenses	7,340.00	5,340.00	3,103.01	2,236.99		
Collection of Taxes:						
Salaries and Wages	39,775.13	41,775.13	41,457.79	317.34		
Other Expenses	5,275.00	3,275.00		3,275.00		
Legal Services and Costs:						
Legal Fees	300,000.00	300,000.00	127,689.59	172,310.41		
Municipal Prosecutor:						
Salaries and Wages	53,095.66	53,095.66	41,095.60	12,000.06		
Other Expenses						
Engineering Services and Costs:						
Salaries and Wages	76,242.10	76,242.10	75,342.95	899.15		
Other Expenses	47,201.50	47,201.50	20,745.77	26,455.73		

TOWN OF DOVER  
CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

	Appropriations		Expended By		Unexpended Balance Canceled	Overexpended
	Budget	Budget After Modification	Paid or Charged	Reserved		
Operations Within "CAPS" (Continued):						
LAND USE ADMINISTRATION:						
Municipal Land Use Law (N.J.S.A.40:55D-1):						
Planning Board:						
Salaries and Wages	\$ 3,000.00	\$ 3,000.00	\$ 692.28	\$ 2,307.72		
Other Expenses	8,300.00	8,300.00	6,630.76	1,669.24		
Board of Adjustment:						
Salaries and Wages	3,000.00	3,000.00	692.28	2,307.72		
Other Expenses	8,550.00	8,550.00	7,332.41	1,217.59		
Insurance:						
General Liability	593,972.00	593,972.00	593,971.95	0.05		
Workers Compensation	429,690.00	429,690.00	233,166.50	196,523.50		
Employee Group Health	3,112,150.00	3,112,150.00	2,930,008.22	182,141.78		
Health Benefit Waivers	100,000.00	90,000.00	82,744.53	7,255.47		
Code Enforcement:						
Salaries and Wages	294,452.76	294,452.76	292,487.52	1,965.24		
Other Expenses	3,700.00	3,700.00	530.50	3,169.50		
PUBLIC SAFETY:						
Police:						
Salaries and Wages	4,025,819.61	3,965,819.61	3,778,668.54	187,151.07		
Other Expenses	361,823.00	361,823.00	261,470.69	100,352.31		
Shared Services Dispatching:						
Other Expenses	323,523.66	323,523.66	323,523.66			
Office of Emergency Management:						
Salaries and Wages	10,500.00	5,000.00		5,000.00		
Other Expenses	2,000.00	7,500.00	7,140.00	360.00		



TOWN OF DOVER  
CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

	Appropriations		Expended By		Unexpended Balance Canceled	Overexpended
	Budget	Budget After Modification	Paid or Charged	Reserved		
Operations Within "CAPS" (Continued):						
PUBLIC SAFETY:						
Public Defender:						
Other Expenses	\$ 25,000.00	\$ 25,000.00	\$ 19,992.50	\$ 5,007.50		
Uniform Fire Safety Act (P.L. 1983, Ch. 383):						
Salaries and Wages	25,000.00	25,000.00	22,713.75	2,286.25		
Other Expenses	7,930.00	7,930.00	6,701.25	1,228.75		
Fire:						
Salaries and Wages	1,398,992.37	1,398,992.37	1,298,910.11	100,082.26		
Other Expenses	161,825.00	161,825.00	137,494.22	24,330.78		
Municipal Court:						
Salaries & Wages	268,227.02	268,227.02	266,877.02	1,350.00		
Other Expenses	27,300.00	27,300.00	16,328.22	10,971.78		
HEALTH & WELFARE:						
Board of Health:						
Salaries and Wages	206,081.86	181,081.86	180,504.64	577.22		
Other Expenses	124,450.00	159,450.00	132,261.00	27,189.00		
Solid Waste and Recycling:						
Salaries and Wages	109,726.47	87,726.47	86,141.56	1,584.91		
Other Expenses	1,229,429.72	1,259,429.72	1,372,079.09		\$ 112,649.37	
RECREATION & EDUCATION:						
Shade Trees:						
Salaries and Wages	3,000.00	3,000.00	692.28	2,307.72		
Other Expenses	27,450.00	27,450.00	24,892.15	2,557.85		
Senior Citizens Transportation:						
Salaries and Wages	32,000.00	32,000.00	30,229.00	1,771.00		
Other Expenses	3,600.00	3,600.00	3,600.00			

TOWN OF DOVER  
CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

	Appropriations		Expended By		Unexpended Balance Canceled	Overexpended
	Budget	Budget After Modification	Paid or Charged	Reserved		
Operations Within "CAPS" (Continued):						
RECREATION & EDUCATION:						
Recreation Department:						
Salaries and Wages	\$ 170,110.15	\$ 170,110.15	\$ 167,519.91	\$ 2,590.24		
Other Expenses	180,200.00	180,200.00	174,451.19	5,748.81		
Historic Preservation:						
Other Expenses	4,600.00	4,600.00		4,600.00		
STREETS & ROADS:						
Division of Streets and Roads:						
Salaries and Wages	700,323.07	700,323.07	678,598.45	21,724.62		
Other Expenses	69,140.00	69,140.00	65,226.55	3,913.45		
Division of Sewer Maintenance:						
Salaries and Wages	322,677.85	322,677.85	321,117.41	1,560.44		
Other Expenses	16,910.00	16,910.00	9,730.22	7,179.78		
Buildings and Grounds Maintenance Division:						
Salaries and Wages	344,506.64	334,506.64	326,858.36	7,648.28		
Other Expenses	59,560.00	59,560.00	37,585.14	21,974.86		
Snow and Ice Removal:						
Salaries and Wages	73,000.00					
Other Expenses	70,000.00	145,000.00	143,248.92	1,751.08		
Vehicle and Equipment Maintenance						
Other Expenses	166,455.00	166,455.00	126,509.10	39,945.90		
State Uniform Construction Code:						
Salaries and Wages	218,578.10	218,578.10	195,388.67	23,189.43		
Other Expenses	6,650.00	6,650.00	6,539.26	110.74		
Unclassified:						
Utility Expenses & Bulk Purchases	487,000.00	487,000.00	638,682.61			\$ 151,682.61
American Rescue Plan - Police:						
Salaries and Wages	1,855,250.00	1,855,250.00	1,855,250.00			

TOWN OF DOVER  
CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

	Appropriations		Expended By		Unexpended Balance Canceled	Overexpended
	Budget	Budget After Modification	Paid or Charged	Reserved		
Total Operations Within "CAPS"	\$ 19,424,002.73	\$ 19,364,002.73	\$ 18,140,916.46	\$ 1,487,418.25		\$ 264,331.98
Contingent	20,000.00	20,000.00	18,215.87	1,784.13		
Total Operations Including Contingent Within "CAPS"	19,444,002.73	19,384,002.73	18,159,132.33	1,489,202.38		264,331.98
Detail:						
Salaries and Wages	9,218,323.65	8,990,323.65	8,516,354.50	473,969.15		
Other Expenses	10,225,679.08	10,393,679.08	9,642,777.83	1,015,233.23		264,331.98
Deferred Charges and Statutory Expenditures - Municipal within "CAPS":						
Deferred Charges:						
Emergency Authorizations	158,668.94	158,668.94	158,668.94			
Statutory Expenditures:						
Contributions to:						
Public Employees' Retirement System	560,898.29	560,898.29	543,416.64	17,481.65		
Social Security System (O.A.S.I.)	400,000.00	460,000.00	453,273.95	6,726.05		
Police and Fireman's Retirement System of New Jersey	1,826,966.00	1,826,966.00	1,826,966.00			
State Unemployment Insurance	70,000.00	70,000.00		70,000.00		
Defined Contribution Retirement Program	15,000.00	15,000.00	5,188.97	9,811.03		
Total Deferred Charges and Statutory Expenditures - Municipal Within "CAPS"	3,031,533.23	3,091,533.23	2,987,514.50	104,018.73		
Total General Appropriations for Municipal Purposes Within "CAPS"	22,475,535.96	22,475,535.96	21,146,646.83	1,593,221.11		264,331.98

TOWN OF DOVER  
CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

	Appropriations		Expended By		Unexpended Balance Canceled	Overexpended
	Budget	Budget After Modification	Paid or Charged	Reserved		
Operations Excluded from "CAPS":						
Rockaway Valley Regional Sewerage Authority Contribution	\$ 1,396,657.00	\$ 1,396,657.00	\$ 1,111,201.00	\$ 285,456.00		
Maintenance of Free Public Library (Ch. 82 and 541, P.L. 1985) Shared Municipal Service Agreements	508,894.00	508,894.00	436,903.15	71,990.85		
Interlocal Services - Municipal Court	18,724.00	18,724.00				
Victory Gardens Fire Department	62,458.69	62,458.69	43,038.17	19,420.52		
School Resource Officer	150,000.00	150,000.00	150,000.00			
West Orange Finance Services	56,355.00	56,355.00	56,355.00			
Public and Private Programs Offset by Revenue:						
NJ Department of Transportation:						
White Street Improvements	411,700.00	411,700.00	411,700.00			
Audrey Place and Winthrop Place	406,800.00	406,800.00	406,800.00			
Open Space - East Blackwell Street Property Acquisition	35,000.00	35,000.00	35,000.00			
Safe Streets to Transit - East Blackwell Street	640,000.00	640,000.00	640,000.00			
Body Worn Cameras	48,912.00	48,912.00	48,912.00			
Emergency Management Performance Grant	10,000.00	10,000.00	10,000.00			
Local Recreation Improvement Grant Crescent Field Improvements	75,000.00	75,000.00	75,000.00			
Distracted Driving Grant	8,750.00	8,750.00	8,750.00			
Body Armor Replacement Fund	1,843.59	1,843.59	1,843.59			
Housing Rehabilitation	400,000.00	400,000.00	400,000.00			
Pedestrian Safety Grant	15,000.00	15,000.00	15,000.00			
Bulletproof Vest Program	5,301.00	5,301.00	5,301.00			
Municipal Alliance on Alcoholism and Drug Abuse:						
State Share	10,543.00	10,543.00	10,543.00			
Local Share	2,635.75	2,635.75	2,635.75			
Total Operations Excluded from "CAPS"	4,264,574.03	4,264,574.03	3,887,706.66	376,867.37		
Detail:						
Other Expenses	4,264,574.03	4,264,574.03	3,887,706.66	376,867.37		

TOWN OF DOVER  
CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

	Appropriations		Expended By		Unexpended Balance Canceled	Overexpended
	Budget	Budget After Modification	Paid or Charged	Reserved		
Capital Improvements - Excluded from "CAPS":						
Capital Improvement Fund	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00			
Total Capital Improvements - Excluded from "CAPS"	150,000.00	150,000.00	150,000.00			
Municipal Debt Service Excluded from "CAPS":						
Payment of Bond Principal	960,000.00	960,000.00	960,000.00			
Payment of Bond Anticipation Notes	673,845.00	673,845.00	673,845.00			
Interest on Bonds	134,480.28	134,480.28	112,972.50		\$ 21,507.78	
Interest on Notes	261,817.50	261,817.50	261,817.50			
Total Municipal Debt Service - Excluded from "CAPS"	2,030,142.78	2,030,142.78	2,008,635.00		21,507.78	
Deferred Charges - Municipal - Excluded from "CAPS":						
Special Emergency Authorizations - 5 Years	541,868.37	541,868.37	508,533.94		33,334.43	
Total Deferred Charges - Municipal - Excluded from "CAPS"	541,868.37	541,868.37	508,533.94		33,334.43	
Total General Appropriations Excluded from "CAPS"	6,986,585.18	6,986,585.18	6,554,875.60	\$ 376,867.37	54,842.21	
Subtotal General Appropriations	29,462,121.14	29,462,121.14	27,701,522.43	1,970,088.48	54,842.21	\$ 264,331.98
Reserve for Uncollected Taxes	800,000.00	800,000.00	800,000.00			
Total General Appropriations	\$ 30,262,121.14	\$ 30,262,121.14	\$ 28,501,522.43	\$ 1,970,088.48	\$ 54,842.21	\$ 264,331.98

Ref. A

TOWN OF DOVER  
CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

	<u>Ref.</u>	<u>Budget After Modification</u>	<u>Analysis of Paid or Charged</u>
Adopted Budget		<u>\$ 30,262,121.14</u>	
Cash Disbursed			\$ 24,067,097.33
Reserve for Uncollected Taxes			800,000.00
Deferred Charges			508,533.94
Due to General Capital Fund			1,059,900.16
Due to Parking Utility Operating Fund			193,852.04
Encumbrances	A		282,162.78
Transfer to Appropriated Grant Reserves:			
Federal and State Grants			2,068,849.59
Local Matching Funds			2,635.75
			<u>28,983,031.59</u>
Less: Appropriation Refunds			<u>481,509.16</u>
			<u>\$ 28,501,522.43</u>

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

TOWN OF DOVER

COUNTY OF MORRIS

2022

TRUST FUNDS

TOWN OF DOVER  
TRUST FUNDS  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

	<u>Ref.</u>	<u>December 31,</u>	
		<u>2022</u>	<u>2021</u>
<u>ASSETS</u>			
Animal Control Fund:			
Cash and Cash Equivalents	B-4	\$ 9,419.18	\$ 8,377.28
Due from Current Fund	A	2.08	
Due from State of New Jersey			12.60
		<u>9,421.26</u>	<u>8,389.88</u>
Other Trust Funds:			
Cash and Cash Equivalents	B-4	1,451,295.14	1,449,286.07
Due from Current Fund	A	294,731.97	
		<u>1,746,027.11</u>	<u>1,449,286.07</u>
<u>TOTAL ASSETS</u>		<u>\$ 1,755,448.37</u>	<u>\$ 1,457,675.95</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Animal Control Fund:			
Reserve for Animal Control Fund Expenditures	B-6	\$ 9,421.26	\$ 8,389.88
		<u>9,421.26</u>	<u>8,389.88</u>
Other Trust Funds:			
Reserve for:			
Other Deposits		668,051.98	621,844.11
Recycling Trust Fund		50,755.14	11,025.45
Forfeited Assets Deposits		40,567.31	13,379.24
Fire Penalty Fees		14,239.76	15,239.76
Recreation		82,309.64	51,850.77
Historical Preservation		4,308.00	4,308.00
Accumulated Absences		105,478.83	105,478.83
Tax Sale Premiums		733,400.00	578,000.00
Unemployment Compensation		46,916.45	48,159.91
		<u>1,746,027.11</u>	<u>1,449,286.07</u>
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCE</u>		<u>\$ 1,755,448.37</u>	<u>\$ 1,457,675.95</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 - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022

NOT APPLICABLE

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

TOWN OF DOVER  
ASSESSMENT TRUST FUND  
STATEMENT OF REVENUE - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022

NOT APPLICABLE

ASSESSMENT TRUST FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022

NOT APPLICABLE

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

TOWN OF DOVER

COUNTY OF MORRIS

2022

GENERAL CAPITAL FUND

TOWN OF DOVER  
GENERAL CAPITAL FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

	Ref.	December 31,	
		2022	2021
<u>ASSETS</u>			
Cash and Cash Equivalents	C-2	\$ 5,914,090.24	\$ 8,235,068.34
Due from Current Fund	A	1,033,854.56	
Due from Water Utility Operating Fund	D	91,000.00	
Due from Parking Utility Operating Fund	E	34,184.91	
Deferred Charges to Future Taxation:			
Funded		3,855,000.00	4,815,000.00
Unfunded	C-4	24,421,611.97	22,170,871.26
<u>TOTAL ASSETS</u>		<u>\$ 35,349,741.68</u>	<u>\$ 35,220,939.60</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Serial Bonds Payable	C-8	\$ 3,855,000.00	\$ 4,815,000.00
Bond Anticipation Notes Payable	C-7	20,546,577.00	21,220,422.00
Improvement Authorizations:			
Funded	C-5	1,009,623.94	239,868.94
Unfunded	C-5	5,747,458.94	6,662,330.29
Capital Improvement Fund	C-6	7,782.85	4,012.14
Downpayments on Improvements	C-6A	792.20	792.20
Due to Water Utility Capital Fund	D	9,028.00	
Encumbrances Payable		1,707,128.81	1,743,811.95
Reserve to Pay Debt Service		2,409,676.94	412,669.49
Fund Balance	C-1	56,673.00	122,032.59
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCE</u>		<u>\$ 35,349,741.68</u>	<u>\$ 35,220,939.60</u>

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

TOWN OF DOVER  
GENERAL CAPITAL FUND  
STATEMENT OF FUND BALANCE - REGULATORY BASIS

	<u>Ref.</u>	
Balance December 31, 2021	C	\$ 122,032.59
Increased by:		
Premium Received on Sale of Bond Anticipation Notes		56,673.00
		<u>178,705.59</u>
Decreased by:		
Due Current Fund: - Anticipated Revenue		122,032.59
		<u>122,032.59</u>
Balance December 31, 2022	C	<u><u>\$ 56,673.00</u></u>

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

TOWN OF DOVER

COUNTY OF MORRIS

2022

WATER UTILITY FUND

TOWN OF DOVER  
WATER UTILITY FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

	<u>Ref.</u>	<u>December 31,</u>	
		<u>2022</u>	<u>2021</u>
<u>ASSETS</u>			
Operating Fund:			
Cash and Cash Equivalents:			
Treasurer	D-4	\$ 503,349.01	\$ 2,837,817.24
Collector's Change Fund		100.00	100.00
Due from Current Fund	A	3,072,716.92	
		<u>3,576,165.93</u>	<u>2,837,917.24</u>
Receivables and Inventory with Full Reserves:			
Consumer Accounts Receivable	D-6	188,282.03	477,351.52
Inventory	D-7	148,899.80	101,792.60
Total Receivables and Inventory with Full Reserves		<u>337,181.83</u>	<u>579,144.12</u>
Deferred Charges - Overexpenditure of Appropriations			<u>50,000.00</u>
Total Operating Fund		<u>3,913,347.76</u>	<u>3,467,061.36</u>
Capital Fund:			
Cash and Cash Equivalents	D-4	616,736.96	2,136,255.44
Due from General Capital Fund	C	9,028.00	
Due from Water Utility Operating Fund	D	200,117.54	
Fixed Capital	D-8	11,284,300.11	8,466,085.95
Fixed Capital Authorized and Uncompleted	D-9	19,310,000.00	18,978,214.16
Total Capital Fund		<u>31,420,182.61</u>	<u>29,580,555.55</u>
<u>TOTAL ASSETS</u>		<u>\$ 35,333,530.37</u>	<u>\$ 33,047,616.91</u>

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

	Ref.	December 31,	
		2022	2021
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Operating Fund:			
Appropriation Reserves:			
Unencumbered	D-3;D-10	\$ 567,426.79	\$ 195,179.40
Encumbered	D-3;D-10	154,443.03	132,422.27
Total Appropriation Reserves		<u>721,869.82</u>	<u>327,601.67</u>
Accounts Payable		37,959.18	45,799.01
Due to General Capital Fund	C	91,000.00	
Due to Water Utility Capital Fund	D	200,117.54	
Due to Payroll Fund		97,914.62	
Water Rent Overpayments		3,190.27	4,076.08
Accrued Interest on Notes		20,416.67	20,416.67
Accrued Interest on Bonds		32,239.58	32,239.58
Third Party Lien		213.49	213.49
		<u>1,204,921.17</u>	<u>430,346.50</u>
Reserve for Receivables and Inventory	D	337,181.83	579,144.12
Fund Balance	D-1	2,371,244.76	2,457,570.74
Total Operating Fund		<u>3,913,347.76</u>	<u>3,467,061.36</u>
Capital Fund:			
Serial Bonds Payable	D-14	3,637,000.00	4,182,000.00
Bond Anticipation Notes Payable	D-15	5,904,000.00	5,960,000.00
NJ Environmental Infrastructure Trust Loans Payable	D-16	334,624.50	378,831.54
Improvement Authorizations:			
Funded	D-11	66,070.55	66,070.55
Unfunded	D-11	4,400,857.36	4,825,168.59
Capital Improvement Fund	D-12	613,773.48	413,773.48
Encumbrances Payable	D-11	3,586,626.12	1,531,715.83
Reserve for:			
Amortization		11,946,149.20	11,401,149.20
Deferred Amortization	D-13	867,981.13	767,774.09
Fund Balance	D-1A	63,100.27	54,072.27
Total Capital Fund		<u>31,420,182.61</u>	<u>29,580,555.55</u>
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCE</u>		<u>\$ 35,333,530.37</u>	<u>\$ 33,047,616.91</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 - REGULATORY BASIS

	<u>Ref.</u>	<u>Year Ended December 31,</u>	
		<u>2022</u>	<u>2021</u>
<u>Revenue and Other Income Realized</u>			
Fund Balance Utilized		\$ 158,413.18	\$ 500,000.00
Rents		4,601,649.50	4,495,922.58
Miscellaneous Revenue Anticipated		63,927.29	45,452.82
Other Credits to Income:			
Current Year Budget Appropriations Canceled			6,899.64
Unexpended Balance of Appropriation Reserves		133,375.74	379,686.78
Total Income		<u>4,957,365.71</u>	<u>5,427,961.82</u>
<u>Expenditures</u>			
Budget Expenditures:			
Operating		3,370,591.65	2,755,684.04
Capital Improvement Fund		200,000.00	200,000.00
Debt Service		803,486.86	834,425.06
Deferred Charges and Statutory Expenditures		311,200.00	253,200.00
Total Expenditures		<u>4,685,278.51</u>	<u>4,043,309.10</u>
Excess in Revenue		272,087.20	1,384,652.72
<u>Fund Balance</u>			
Balance January 1		<u>2,457,570.74</u>	<u>1,772,918.02</u>
		2,729,657.94	3,157,570.74
Decreased by:			
Utilized as Anticipated Revenue		158,413.18	500,000.00
Utilized as Anticipated Revenue - Current Fund		200,000.00	200,000.00
Balance December 31	D	<u>\$ 2,371,244.76</u>	<u>\$ 2,457,570.74</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 - REGULATORY BASIS

	<u>Ref.</u>	
Balance December 31, 2021	D	\$ 54,072.27
Increased by:		
Premium on Sale of Bond Anticipation Notes - Due from General Capital Fund		<u>9,028.00</u>
Balance December 31, 2022	D	<u><u>\$ 63,100.27</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 - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022

	Anticipated	Realized	Excess or Deficit*
Fund Balance Anticipated	\$ 158,413.18	\$ 158,413.18	
Water Rents	4,497,129.64	4,601,649.50	\$ 104,519.86
Miscellaneous Revenue	29,735.69	63,927.29	34,191.60
	\$ 4,685,278.51	\$ 4,823,989.97	\$ 138,711.46

Analysis of Water Rents Revenue:

Collected In Current Fund	\$ 4,597,573.42	
Prepaid Rents Applied	4,076.08	
	\$ 4,601,649.50	

Analysis of Miscellaneous Revenue:

Water Collector - Collected in Current Fund:		
Miscellaneous		41,504.57
Treasurer:		
Scrap Metal Recycling:		
Cash Received	\$ 15,746.93	
Collected in Current Fund	434.00	
		16,180.93
Interest on Investments		6,241.79
Total Miscellaneous Revenue		\$ 63,927.29

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

TOWN OF DOVER  
WATER UTILITY OPERATING FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022

	Appropriations		Expended by		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operating:					
Salaries and Wages	\$ 1,738,657.35	\$ 1,665,657.35	\$ 1,363,727.29	\$ 301,930.06	
Other Expenses	1,634,934.30	1,704,934.30	1,486,049.46	218,884.84	
Capital Improvements:					
Capital Improvement Fund	200,000.00	200,000.00	200,000.00		
Debt Service:					
Payment of Bond Principal	545,000.00	545,000.00	545,000.00		
Payment of Bond Anticipation Notes	56,000.00	56,000.00	56,000.00		
Interest on Bonds	95,400.00	95,400.00	95,400.00		
Interest on Notes	58,700.00	58,700.00	58,700.00		
NJEIT Principal and Interest	48,386.86	48,386.86	48,386.86		
Deferred Charges and Statutory Expenditures:					
Deferred Charges:					
Overexpenditure of Appropriations	50,000.00	50,000.00	50,000.00		
Statutory Expenditures:					
Contribution to:					
Public Employees' Retirement System	145,000.00	145,000.00	145,000.00		
Social Security System (O.A.S.I.)	100,000.00	100,000.00	64,176.84	35,823.16	
Unemployment Compensation Insurance	10,000.00	10,000.00		10,000.00	
State Disability Insurance	3,200.00	6,200.00	5,411.27	788.73	
	<u>\$ 4,685,278.51</u>	<u>\$ 4,685,278.51</u>	<u>\$ 4,117,851.72</u>	<u>\$ 567,426.79</u>	<u>\$ -0-</u>
Cash Disbursed			\$ 3,053,377.13		
Due to Current Fund			346,285.34		
Due to General Capital Fund			56,000.00		
Due to Water Utility Capital Fund			200,000.00		
Due to Payroll Fund			97,914.62		
Encumbrances			154,443.03		
Deferred Charges - Overexpenditure of Appropriations			50,000.00		
Accrued Interest on Bonds			95,400.00		
Accrued Interest on Notes			58,700.00		
Accrued Interest on Loans			5,731.60		
			<u>\$ 4,117,851.72</u>		

Ref.

D

D

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

TOWN OF DOVER

COUNTY OF MORRIS

2022

PARKING UTILITY FUND

TOWN OF DOVER  
PARKING UTILITY FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

	Ref.	December 31,	
		2022	2021
<u>ASSETS</u>			
Operating Fund:			
Cash and Cash Equivalents:			
Treasurer	E-4	\$ 148,101.11	\$ 148,614.67
Deferred Charge for Special Emergency - COVID 19		133,337.71	166,672.14
Deferred Charge for Overexpenditure of Appropriation			25,000.00
Deferred Charge for Deficit in Operations			29,479.85
Due from Current Fund	A	192,831.48	
Total Operating Fund		<u>474,270.30</u>	<u>369,766.66</u>
Capital Fund:			
Cash and Cash Equivalents	E-4	362,065.26	362,312.35
Due from Parking Utility Operating Fund	E	247.09	
Fixed Capital	E-6	1,475,115.40	610,815.40
Fixed Capital Authorized and Uncompleted	E-7	462,929.00	1,327,229.00
Total Capital Fund		<u>2,300,356.75</u>	<u>2,300,356.75</u>
<u>TOTAL ASSETS</u>		<u>\$ 2,774,627.05</u>	<u>\$ 2,670,123.41</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Operating Fund:			
Liabilities:			
Appropriation Reserves:			
Unencumbered	E-3;E-8	\$ 27,478.52	\$ 116,995.28
Encumbered	E-3;E-8	38.01	3,091.93
Total Appropriation Reserves		<u>27,516.53</u>	<u>120,087.21</u>
Due to General Capital Fund	C	34,184.91	
Due to Parking Utility Capital Fund	E	247.09	
Due to Payroll Fund		9,281.31	
Special Emergency Note Payable	E-15	133,337.71	166,672.14
Accrued Interest on Bonds		5,516.25	5,652.50
		<u>210,083.80</u>	<u>292,411.85</u>
Fund Balance	E-1	264,186.50	77,354.81
Total Operating Fund		<u>474,270.30</u>	<u>369,766.66</u>
Capital Fund:			
Serial Bonds Payable	E-12	613,000.00	693,000.00
Improvement Authorizations:			
Funded	E-9	339,163.26	339,163.26
Capital Improvement Fund	E-10	17,668.23	17,668.23
Reserves For:			
Amortization		1,259,115.40	1,120,815.40
Deferred Amortization	E-11	65,929.00	124,229.00
Fund Balance	E-1A	5,480.86	5,480.86
Total Capital Fund		<u>2,300,356.75</u>	<u>2,300,356.75</u>
<u>TOTAL LIABILITIES, RESERVES AND FUND BALANCE</u>		<u>\$ 2,774,627.05</u>	<u>\$ 2,670,123.41</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 - REGULATORY BASIS

	Ref.	Year Ended December 31,	
		2022	2021
<u>Revenue and Other Income Realized</u>			
Fund Balance Utilized		\$ 5,000.00	\$ 5,000.00
Revenue - Parking Meters		197,952.49	85,830.24
Miscellaneous		118,228.10	88,960.64
Current Fund Surplus Balance		158,668.94	
Other Credits to Income:			
Appropriation Reserves Lapsed		108,666.12	81,671.15
Total Income		<u>588,515.65</u>	<u>261,462.03</u>
<u>Expenditures</u>			
Budget Expenditures:			
Operating		196,554.88	188,784.53
Deferred Charges and Statutory Expenditures		100,617.35	14,008.78
Debt Service		99,511.73	94,061.33
Refund of Prior Year Revenue			19,087.24
Total Expenditures		<u>396,683.96</u>	<u>315,941.88</u>
Excess/(Deficit) in Revenue		191,831.69	(54,479.85)
Adjustments to Income before Fund Balance:			
Expenditures Included Above Which are by Statute			
Deferred Charges to Budget of Succeeding Year:			
Overexpenditure of Appropriation			25,000.00
Deficit in Operations			29,479.85
Statutory Excess to Fund Balance		191,831.69	- 0 -
<u>Fund Balance</u>			
Balance January 1		77,354.81	82,354.81
		<u>269,186.50</u>	<u>82,354.81</u>
Decreased by:			
Utilized as Anticipated Revenue		5,000.00	5,000.00
Balance December 31	E	<u>\$ 264,186.50</u>	<u>\$ 77,354.81</u>

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

TOWN OF DOVER  
PARKING UTILITY CAPITAL FUND  
STATEMENT OF FUND BALANCE - REGULATORY BASIS

	<u>Ref.</u>	
Balance December 31, 2021	E	<u>\$ 5,480.86</u>
Balance December 31, 2022	E	<u><u>\$ 5,480.86</u></u>

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



TOWN OF DOVER  
PARKING UTILITY OPERATING FUND  
STATEMENT OF REVENUE - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2022

	<u>Anticipated</u>	<u>Realized</u>	<u>Excess or Deficit *</u>
Fund Balance Anticipated	\$ 5,000.00	\$ 5,000.00	
Revenue - Parking Meters	145,587.50	197,952.49	\$ 52,364.99
Miscellaneous	87,427.52	118,228.10	30,800.58
Deficit - Current Fund Budget	158,668.94	158,668.94	
	<u>\$ 396,683.96</u>	<u>\$ 479,849.53</u>	<u>\$ 83,165.57</u>

Analysis of Miscellaneous Revenue:

Collector:

Parking Permits - Decals	\$ 116,902.42
Interest on Investments:	
Parking Utility Operating Fund	413.85
Parking Utility Capital Fund	911.83
	<u>\$ 118,228.10</u>

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

TOWN OF DOVER  
 PARKING UTILITY OPERATING FUND  
 STATEMENT OF EXPENDITURES - REGULATORY BASIS  
 YEAR ENDED DECEMBER 31, 2022

	Appropriations		Budget After Modification	Expended by	
	Budget			Paid or Charged	Reserved
Operating:					
Salaries and Wages	\$ 77,487.00	\$	77,487.00	\$ 77,487.00	
Other Expenses	119,067.88		119,067.88	93,487.63	\$ 25,580.25
Debt Service:					
Payment of Bond Principal	80,000.00		80,000.00	80,000.00	
Interest on Bonds	18,661.25		18,661.25	18,661.25	
Interest on Notes	850.48		850.48	850.48	
Deferred Charges:					
Special Emergency Authorizations	33,334.43		33,334.43	33,334.43	
Overexpenditure of Appropriations	25,000.00		25,000.00	25,000.00	
Deficit in Operations in Prior Year	29,479.85		29,479.85	29,479.85	
Statutory Expenditures:					
Contribution to:					
Public Employees' Retirement System	7,934.71		7,934.71	7,934.71	
Social Security System (O.A.S.I.)	3,748.36		3,748.36	2,548.24	1,200.12
Unemployment Compensation Insurance (N.J.S.A. 43:21-3 et. seq.)	580.00		580.00		580.00
Disability Insurance	540.00		540.00	421.85	118.15
	<u>\$ 396,683.96</u>	<u>\$</u>	<u>396,683.96</u>	<u>\$ 369,205.44</u>	<u>\$ 27,478.52</u>
					E
Cash Disbursed		\$		251,539.55	
Due to Current Fund				2,548.24	
Due to General Capital Fund				850.48	
Due to Payroll Fund				9,281.31	
Deferred Charges				87,814.28	
Accrued Interest on Bonds				18,661.25	
Encumbrances				38.01	
				<u>370,733.12</u>	
Less: Appropriation Refunds Due from Current Fund				1,527.68	
				<u>\$ 369,205.44</u>	

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

TOWN OF DOVER

COUNTY OF MORRIS

2022

GENERAL FIXED ASSETS ACCOUNT GROUP

TOWN OF DOVER  
GENERAL FIXED ASSETS ACCOUNT GROUP  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS

<u>ASSETS</u>	December 31,	
	2022	2021
Land	\$ 35,408,417.00	\$ 31,913,000.00
Buildings	7,246,700.00	8,119,996.17
Machinery and Equipment	9,927,320.00	10,268,793.59
<u>TOTAL ASSETS</u>	<u>\$ 52,582,437.00</u>	<u>\$ 50,301,789.76</u>
<u>RESERVES</u>		
Reserve for General Fixed Assets	<u>\$ 52,582,437.00</u>	<u>\$ 50,301,789.76</u>
<u>TOTAL RESERVES</u>	<u>\$ 52,582,437.00</u>	<u>\$ 50,301,789.76</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, 2022

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. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. In addition, component units can be other organizations for which the nature and significance of their relationship with a primary government are such that exclusion would cause the reporting entity's financial statements to be misleading. The primary government is financially accountable if it appoints a voting majority of the organization's governing body and (1) it is able to impose its will on that organization or (2) there is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government. A legally separate, tax-exempt organization should be reported as a component unit of a reporting entity if all of the following criteria are met: (1) The economic resources received or held by the separate organization are entirely or almost entirely for the direct benefit of the primary government, its component units, or its constituents. (2) The primary government, or its component units, is entitled to, or has the ability to otherwise access, a majority of the economic resources received or held by the separate organization. (3). The economic resources received or held by an individual organization that the specific primary government, or its component units, is entitled to, or has the ability to otherwise access, are significant to that primary government. 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 practices applicable to municipalities which have been prescribed or permitted by the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division"). Such 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.

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
 (Continued)

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

B. Description of Funds (Cont'd)

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.

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

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 more significant accounting 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.

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

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

C. Basis of Accounting (Cont'd)

The cash basis of accounting is followed in the Trust 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 or budgeted; inventories would not be reflected as expenditures at the time of purchase; investments would generally be stated at fair value; lease assets and payable as well as the related expense would be recorded for lease for with the Town is a lessee, lease receivables and deferred lease resources as well as the related revenue would be recorded for leases for with the Town is a lessor, a financed purchases payable would be recorded for financed purchases agreements under with the Town acquires and owns a fixed asset; and the Town's net OPEB liability and net pension liability and related deferred inflows and outflows, where applicable, would be recorded.

D. Deferred Charges to Future Taxation – The General 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 financed 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.

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.

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

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

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

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 cost as estimated by the independent appraisal company which conducted an inventory of the Town's equipment during 2022 plus the cost of any additions since 2022 except for land (which is recorded at historical cost) and buildings (which are recorded at historical cost). Infrastructure assets are not included in general fixed assets, as per state directive.

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 Assets 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. Fixed 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.



TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022

(Continued)

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.

	<u>December 31,</u>		
	<u>2022</u>	<u>2021</u>	<u>2020</u>
<u>Issued</u>			
General:			
Bonds and Notes	\$ 24,401,577	\$ 26,035,422	\$ 31,913,000
Water Utility:			
Bonds, Notes and Loans	9,875,625	10,520,832	7,999,989
Parking Utility:			
Bonds and Notes	613,000	693,000	773,000
Total Issued	<u>34,890,202</u>	<u>37,249,254</u>	<u>40,685,989</u>
<u>Authorized but not Issued:</u>			
General:			
Bonds and Notes	3,875,035	950,449	7,950,449
Water Utility:			
Bonds and Notes	7,904,545	4,754,545	4,754,545
Total Authorized but not Issued	<u>11,779,580</u>	<u>5,704,994</u>	<u>12,704,994</u>
Less Reserve to Pay Debt Service:			
General	<u>2,409,677</u>	<u>412,669</u>	<u>8,041,176</u>
Net Bonds and Notes Issued and Authorized but not Issued	<u>\$ 44,260,105</u>	<u>\$ 42,541,579</u>	<u>\$ 45,349,807</u>

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

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

Summary of Municipal Debt Issued and Outstanding

Summary of Municipal Debt Issued and Outstanding - Current Year

	Balance 12/31/2021	Additions	Retirements	Balance 12/31/2022
Serial Bonds Payable:				
General Capital Fund	\$ 4,815,000		\$ 960,000	\$ 3,855,000
Water Utility Fund	4,182,000		545,000	3,637,000
Parking Utility Fund	693,000		80,000	613,000
Loan Payable:				
Water Utility Fund	378,832		44,207	334,625
Bond Anticipation Notes Payable:				
General Capital Fund	21,220,422	\$ 20,546,577	21,220,422	20,546,577
Water Utility Fund	5,960,000	5,904,000	5,960,000	5,904,000
<b>Total</b>	<b>\$ 37,249,254</b>	<b>\$ 26,450,577</b>	<b>\$ 28,809,629</b>	<b>\$ 34,890,202</b>

Summary of Municipal Debt Issued and Outstanding - Prior Year

	Balance 12/31/2020	Additions	Retirements	Balance 12/31/2021
Serial Bonds Payable:				
General Capital Fund	\$ 5,775,000		\$ 960,000	\$ 4,815,000
Water Utility Fund	4,727,000		545,000	4,182,000
Parking Utility Fund	773,000		80,000	693,000
Loan Payable:				
Water Utility Fund	422,989		44,157	378,832
Bond Anticipation Notes Payable:				
General Capital Fund	26,138,000	\$ 21,220,422	26,138,000	21,220,422
Water Utility Fund	2,850,000	5,960,000	2,850,000	5,960,000
<b>Total</b>	<b>\$ 40,685,989</b>	<b>\$ 27,180,422</b>	<b>\$ 30,617,157</b>	<b>\$ 37,249,254</b>

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

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

Summary of Statutory Debt Condition - Annual Debt Statement

The summarized statement of debt condition, which follows, is prepared in accordance with the required method of setting up the Annual Debt Statement and indicates a statutory net debt of 1.688%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local School Debt	\$ 2,611,000	\$ 2,611,000	
Water Utility Debt	17,780,170	17,780,170	
Parking Utility Debt	613,000	613,000	
General Debt	28,276,612	2,409,677	\$ 25,866,935
	<u>\$ 49,280,782</u>	<u>\$ 23,413,847</u>	<u>\$ 25,866,935</u>

Net Debt \$25,866,935 divided by Equalized Valuation Basis per N.J.S. 40A:2-2 as amended, \$1,531,687,733 = 1.688%.

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

3-1/2% Average Equalized Valuation of Real Property	\$ 53,609,071
Net Debt	<u>25,866,935</u>
Remaining Borrowing Power	<u>\$ 27,742,136</u>

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

Cash Receipts from Fees, Rents or Other Charges for Year	\$ 4,823,990
Deductions:	
Operating and Maintenance Costs	\$ 3,631,792
Debt Service	803,487
Total Deductions	<u>4,435,279</u>
Excess in Revenue	<u>\$ 388,711</u>

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

Cash Receipts from Fees, Rents or Other Charges for Year	\$ 479,850
Deductions:	
Operating and Maintenance Costs	\$ 209,358
Debt Service	99,512
Total Deductions	<u>308,870</u>
Excess in Revenue	<u>\$ 170,980</u>

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

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

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 Annual Debt Statement filed by the Chief Financial Officer.

The Town's debt issued and outstanding on December 31, 2022 is described as follows:

<u>General Capital Serial Bonds</u>			
<u>Purpose</u>	<u>Final Maturity Date</u>	<u>Interest Rate</u>	<u>Balance Outstanding Dec. 31, 2022</u>
General Improvement	9/15/2023	3.25%	\$ 633,000
General Improvement	8/1/2033	2.00% - 2.50%	3,222,000
			<u>\$ 3,855,000</u>

<u>Water Utility Capital Serial Bonds</u>			
<u>Purpose</u>	<u>Final Maturity Date</u>	<u>Interest Rate</u>	<u>Balance Outstanding Dec. 31, 2022</u>
Water Improvements	9/15/2028	3.25%	\$ 400,000
Water Refunding Issue	9/1/2023	3.00%	200,000
Water Improvements	8/1/2033	2.00% - 2.50%	3,037,000
			<u>\$ 3,637,000</u>

<u>Parking Utility Capital Serial Bonds</u>			
<u>Purpose</u>	<u>Final Maturity Date</u>	<u>Interest Rate</u>	<u>Balance Outstanding Dec. 31, 2022</u>
Parking Improvements	9/15/2028	3.25%	\$ 356,000
Parking Improvements	8/1/2030	2.00%	257,000
			<u>\$ 613,000</u>

<u>Water Utility Capital Environmental Infrastructure Loans Payable</u>			
<u>Purpose</u>	<u>Final Maturity Date</u>	<u>Interest Rate</u>	<u>Balance Outstanding Dec. 31, 2022</u>
Various Improvements to the Water Department	8/1/2029	3.00%-5.00%	<u>\$ 334,625</u>

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

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

The Town's debt issued and outstanding on December 31, 2022 is described as follows: (Cont'd)

<u>General Capital Bond Anticipation Notes Payable</u>			
<u>Purpose</u>	<u>Final Maturity Date</u>	<u>Interest Rate</u>	<u>Balance Outstanding Dec. 31, 2022</u>
Various General Improvements	1/25/2023	3.00%	\$ 2,716,703
Various General Improvements	1/25/2023	3.00%	1,317,392
Various General Improvements	1/25/2023	3.00%	2,387,294
Acquisition, Renovation and Improvement of the Berkeley College Building and Property	1/25/2023	3.00%	7,687,279
Various General Improvements	1/25/2023	3.00%	2,729,134
Various Improvements to Public Facilities	1/25/2023	3.00%	387,198
Various General Improvements	1/25/2023	4.00%	3,321,577
			<u>\$ 20,546,577</u>
<u>Water Utility Capital Bond Anticipation Notes Payable</u>			
<u>Purpose</u>	<u>Final Maturity Date</u>	<u>Interest Rate</u>	<u>Balance Outstanding Dec. 31, 2022</u>
Various Improvements for the Water Department	1/25/2023	3.00%	\$ 2,744,000
Various Improvements for the Water Department	1/25/2023	4.00%	3,160,000
			<u>\$ 5,904,000</u>
<b>TOTAL DEBT ISSUED AND OUTSTANDING</b>			<u><u>\$ 34,890,202</u></u>

New Jersey Department of Environmental Infrastructure Loan Payable –

A loan agreement was entered into with the New Jersey Department of Environmental Protection in 2010 for various improvements to the water department. The loan is payable over 20 years and the original principal amount of the loan was \$589,246.74.

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(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 Loans Payable Issued and Outstanding

Calendar Year	General Capital Fund		Water Utility Capital Fund	
	Principal	Interest	Principal	Interest
2023	\$ 943,000	\$ 88,173	\$ 584,263	\$ 86,463
2024	310,000	61,400	404,325	72,576
2025	305,000	55,200	394,392	64,034
2026	305,000	49,100	394,463	55,687
2027	290,000	43,000	389,540	47,386
2028-2032	1,420,000	128,250	1,542,642	127,408
2033	282,000	7,050	262,000	6,550
	<u>\$ 3,855,000</u>	<u>\$ 432,173</u>	<u>\$ 3,971,625</u>	<u>\$ 460,104</u>

Calendar Year	Parking Utility Capital Fund		Total
	Principal	Interest	
2023	\$ 90,000	\$ 16,710	\$ 1,808,609
2024	90,000	14,160	952,461
2025	90,000	11,610	920,236
2026	90,000	9,060	903,310
2027	90,000	6,510	866,436
2028-2032	163,000	6,140	3,387,440
2033			557,600
	<u>\$ 613,000</u>	<u>\$ 64,190</u>	<u>\$ 9,396,092</u>

Calendar Year	Water Utility Loan			Water Utility Bonds		
	Principal	Interest	Total	Principal	Interest	Total
2023	\$ 44,263	\$ 3,725	\$ 47,988	\$ 540,000	\$ 82,738	\$ 622,738
2024	44,325	3,263	47,588	360,000	69,313	429,313
2025	44,392	2,796	47,188	350,000	61,238	411,238
2026	44,463	2,324	46,787	350,000	53,363	403,363
2027	44,540	1,898	46,438	345,000	45,488	390,488
2028-2031	112,642	2,983	115,625	1,430,000	124,425	1,554,425
2033				262,000	6,550	268,550
	<u>\$ 334,625</u>	<u>\$ 16,989</u>	<u>\$ 351,614</u>	<u>\$ 3,637,000</u>	<u>\$ 443,115</u>	<u>\$ 4,080,115</u>

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

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

Net Pension Liability

The State of New Jersey Public Employees' Retirement System's (PERS) net pension liability was calculated to be \$8,029,384 at June 30, 2021. The State of New Jersey Police and Firemen's Retirement System's (PFRS) net pension liability was calculated to be \$11,057,270 at June 30, 2021. See Note 5 for further information on the PERS and PFRS.

Net OPEB Liability

The Town's Net OPEB liability related to the Town's Retired Employees Plan at June 30, 2017 was calculated to be \$85,877,026. See Note 17 for further information on these net OPEB liabilities.

Note 3: Fund Balances Appropriated

Fund balances at December 31, 2022, which were appropriated and included as anticipated revenue in the adopted budget for the year ending December 31, 2023, were as follows:

Current Fund	\$ 2,100,000
Water Utility Operating Fund	100,000
Parking Utility Operating Fund	111,916
	\$ 2,311,916

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

Town employees participate in one of the two contributory, defined benefit public employee retirement systems: the State of New Jersey Public Employee's Retirement System (PERS) or the State of New Jersey Police and Firemen's Retirement System (PFRS); or the Defined Contribution Retirement Program (DCRP), a tax-qualified defined contribution money purchase pension plan under Internal Revenue Code (IRC) 401(a).

A. Public Employees' Retirement System (PERS)

Plan Description

The State of New Jersey, Public Employees' Retirement System (PERS) is a cost-sharing multiple-employer defined benefit pension plan administered by the State of New Jersey, Division of Pensions and Benefits (the Division). For additional information about the PERS, please refer to the Division's annual financial statements which can be found at [www.state.nj.us/treasury/pensions/annual-reports.shtml](http://www.state.nj.us/treasury/pensions/annual-reports.shtml).

Benefits Provided

The vesting and benefit provisions are set by N.J.S.A. 43:15A. PERS provides retirement, death and disability benefits. All benefits vest after ten years of service.

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

Note 5: Pension Plans (Cont'd)

A. Public Employees' Retirement System (PERS) (Cont'd)

Benefits Provided (Cont'd)

The following represents the membership tiers for PERS:

<u>Tier</u>	<u>Definition</u>
1	Members who were enrolled prior to July 1, 2007
2	Members who were eligible to enroll on or after July 1, 2007 and prior to November 2, 2008
3	Members who were eligible to enroll on or after November 2, 2008 and prior to May 22, 2010
4	Members who were eligible to enroll on or after May 22, 2010 and prior to June 28, 2011
5	Members who were eligible to enroll on or after June 28, 2011

Service retirement benefits of 1/55<sup>th</sup> of final average salary for each year of service credit is available to Tiers 1 and 2 members upon reaching age 60 and to Tier 3 members upon reaching age 62. Service retirement benefits of 1/60<sup>th</sup> of final average salary for each year of service credit is available to Tier 4 members upon reaching age 62 and to Tier 5 members upon reaching age 65.

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

Contributions

The contribution policy for PERS is set by N.J.S.A. 43:15A and requires contributions by active members and contributing members. State legislation has modified the amount that is contributed by the State. The State's pension contribution is based on an actuarially determined amount, which includes the employer portion of the normal cost and an amortization of the unfunded accrued liability. Funding for noncontributory group insurance benefits is based on actual claims.

The local employers' contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PERS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability is being paid by the employer in level annual payments over a period of 15 years, which began with the payments due in the fiscal year ended June 30, 2012 and are adjusted by the rate of return on the actuarial value of assets. Town contributions to PERS amounted to \$696,351 for 2022. During the fiscal year ended June 30, 2022, the State of New Jersey contributed \$16,894 to the PERS for normal pension benefits on behalf of the Town.

The employee contribution rate was 7.50% effective July 1, 2018.



TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022

(Continued)

Note 5: Pension Plans (Cont'd)

A. Public Employees' Retirement System (PERS) (Cont'd)

Special Funding Situation

A special funding situation exists for certain local employers of the PERS. The State of New Jersey, as a nonemployer, is required to pay the additional costs incurred by local employers Chapter 133, P.L. 2001. The special funding situation for Chapter 133, P.L. 2001 is due to the State paying the additional normal cost related to benefit improvements from Chapter 133. Previously, this additional normal cost was paid from the Benefit Enhancement Fund (BEF). As of June 30, 2022, there is no net pension liability associated with this special funding situation and there was no accumulated difference between the annual additional normal cost under the special funding situation and the actual State contribution through the valuation date. The State special funding situation for the fiscal year ending June 30, 2022, is the actuarially determined contribution amount that the State owes for the fiscal year ending June 30, 2022. The pension expense is deemed to be a State administrative expense due to the special funding situation.

Pension Liabilities and Pension Expense

At June 30, 2022, the Town's liability was \$8,029,384 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2021 which was rolled forward to June 30, 2022. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. At June 30, 2022, the Town's proportion was 0.0532%, which was a decrease of 0.0077% from its proportion measured as of June 30, 2021. The Town has rolled forward the net pension liability as of June 30, 2021 with no adjustments. The State of New Jersey Public Employees' Retirement System (PERS)' valuation cycle is July 1 instead of December 31. The roll forward methodology puts them a year in arrears in terms of valuation.

There was no state proportionate share of net pension liability attributable to the Town as of June 30, 2022.

For the year ended December 31, 2022, the Town recognized actual pension expense in the amount of \$696,351.

Actuarial Assumptions

The total pension liability for the June 30, 2022 measurement date was determined by an actuarial valuation as of July 1, 2021 which was rolled forward to June 30, 2022. This actuarial valuation used the following actuarial assumptions:

Inflation Rate:	
Price	2.75%
Wage	3.25%
Salary Increases	2.75 – 6.55% based on years of service
Investment Rate of Return	7.00%

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

Note 5: Pension Plans (Cont'd)

A. Public Employees' Retirement System (PERS) (Cont'd)

Actuarial Assumptions (Cont'd)

Pre-retirement mortality rates were based on the Pub-2010 General Below-Median Income Employee Mortality Table with an 82.2% adjustment for males and 101.4% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Post-retirement mortality rates were based on the Pub-2010 General Below-Median Income Healthy Retiree mortality table with a 91.4% adjustment for males and a 99.7% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Disability retirement rates used to value disabled retirees were based on the Pub-2010 Non-Safety Disabled Retiree mortality table with a 127.7% adjustment for males and 117.2% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Mortality improvement is based on Scale MP-2021.

The actuarial assumptions used in the July 1, 2021 valuation were based on the results of an actuarial experience study for the period July 1, 2018 to June 30, 2021.

Long Term Expected Rate of Return

In accordance with State statute, the long-term expected rate of return on pension plan investments (7.00% at June 30, 2022) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the Board of Trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in PERS' target asset allocation as of June 30, 2022 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
U.S. Equity	27.00%	8.12%
Non-U.S. Developed Markets Equity	13.50%	8.38%
Emerging Market Equity	5.50%	10.33%
Private Equity	13.00%	11.80%
Real Estate	8.00%	11.19%
Real Assets	3.00%	7.60%
High Yield	4.00%	4.95%
Private Credit	8.00%	8.10%
Investment Grade Credit	7.00%	3.38%
Cash Equivalents	4.00%	1.75%
U.S. Treasuries	4.00%	1.75%
Risk Mitigation Strategies	3.00%	4.91%

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

Note 5: Pension Plans (Cont'd)

A. Public Employees' Retirement System (PERS) (Cont'd)

Discount Rate

The discount rate used to measure the total pension liability was 7.00% as of June 30, 2022. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers and the nonemployer contributing entity will be based upon 100% of the actuarially determined contributions for the State employer and 100% of actuarially determined contributions for the local employers. Based on those assumptions, the plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all projected benefit payments to determine the total pension liability.

Sensitivity of the Town's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Town's proportionate share of the collective net pension liability as of June 30, 2022 calculated using the discount rate as disclosed below, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

	June 30, 2022		
	1% Decrease (6.00%)	Current Discount Rate (7.00%)	1% Increase (8.00%)
Town's proportionate share of the Net Pension Liability and the State's proportionate share of the Net Pension Liability associated with the Town	\$ 10,315,406	\$ 8,029,384	\$ 6,083,887

Pension Plan Fiduciary Net Position

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

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

Plan Description

The State of New Jersey Police and Firemen's Retirement System (PFRS), is a cost-sharing multiple-employer defined benefit pension plan administered by the State of New Jersey Division of Pensions and Benefits (the Division). For additional information about the PFRS, please refer to the Division's annual financial statements which can be found at [www.state.nj.us/treasury/pensions/annual-reports.shtml](http://www.state.nj.us/treasury/pensions/annual-reports.shtml).

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

Note 5: Pension Plans (Cont'd)

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

Benefits Provided

The vesting and benefit provisions are set by N.J.S.A. 43:16A. The PFRS provides retirement as well as death and disability benefits. All benefits vest after ten years of service, except for disability benefits which vest after 4 years of service.

The following represents the membership tiers for PFRS:

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

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

Contributions

The contribution policy for PFRS is set by N.J.S.A. 43:16A and requires contributions by active members and contributing members. State legislation has modified the amount that is contributed by the State. The State's contribution amount is based on an actuarially determined rate, which move the normal costs and unfunded accrued liability. For fiscal year 2022, the State contributed an amount less than the actuarially determined amount.

The local employers' contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PFRS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of the retirement system, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability is being paid by the employer in level annual amounts over a period of 15 years which began with the payments due in the fiscal year ended June 30, 2012 and are adjusted by the rate of return on the actuarial value of the assets.

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

Note 5: Pension Plans (Cont'd)

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

Special Funding Situation

Under N.J.S.A. 43:16A-15, local participating employers are responsible for their own contributions based on actuarially determined amounts, except where legislation was passed which legally obligated the State if certain circumstances occurred. The legislation, which legally obligates the State, is as follows: Chapter 8, P.L. 2000, Chapter 318, P.L. 2001, Chapter 86, P.L. 2001, Chapter 511, P.L. 1991, Chapter 109, P.L. 1979, Chapter 247, P.L. 1993 and Chapter 201, P.L. 2001. The amounts contributed on behalf of the local participating employers under this legislation are considered to be a special funding situation as defined by GASB Statement No. 68 and the State is treated as a nonemployer contributing entity. Since the local participating employers do not contribute under this legislation directly to the plan (except for employer specified financed amounts), there is no net pension liability or deferred outflows or inflows to report in the financial statements of the local participating employers related to this legislation. However, the notes to the financial statements of the local participating employers must disclose the portion of the nonemployer contributing entities' total proportionate share of the collective net pension liability that is associated with the local participating employer.

Town contributions to PFRS amounted to \$1,826,966 for the year ended December 31, 2022. During the fiscal year ended June 30, 2022, the State of New Jersey contributed \$407,544 to the PFRS for normal pension benefits on behalf of the Town, which is greater than the contractually required contribution of \$377,684.

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

Pension Liabilities and Pension Expense

At June 30, 2022, the Town's liability for its proportionate share of the net pension liability was \$18,393,905. The net pension liability was measured as of June 30, 2021, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2021 which was rolled forward to June 30, 2022. The Town's proportion of the net pension liability was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. At June 30, 2022, the Town's proportion was 0.16069%, which was an increase of 0.00941% from its proportion measured as of June 30, 2021. The Town has rolled forward the net pension liability as of June 30, 2022 with no adjustments. The State of New Jersey Police and Firemen's Retirement System (PFRS)' valuation cycle is July 1 instead of December 31. The roll forward methodology puts them a year in arrears in terms of valuation.

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

Note 5: Pension Plans (Cont'd)

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

Pension Liabilities and Pension Expense (Cont'd)

Additionally, the State's proportionate share of the net pension liability attributable to the Town is \$3,273,576 as of June 30, 2022. The net pension liability was measured as of June 30, 2021, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2021 which was rolled forward to June 30, 2022. The State's proportionate share of the net pension liability associated with the Town was based on a projection of the Town's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. At June 30, 2022, the State's proportion was 0.16069%, which was an increase of 0.00941% from its proportion measured as of June 30, 2021 which is the same proportion as the Town's.

Town's Proportionate Share of the Net Pension Liability	\$ 18,393,905
State's Proportionate Share of the Net Pension Liability Associated with the Town	<u>3,273,576</u>
Total Net Pension Liability	<u>\$ 21,667,481</u>

For the year ended December 31, 2022, the Town recognized total pension expense of \$1,826,966.

Actuarial Assumptions

The total pension liability for the June 30, 2022 measurement date was determined by an actuarial valuation as of July 1, 2021 which was rolled forward to June 30, 2022. This actuarial valuation used the following actuarial assumptions

Inflation Rate:	
Price	2.75%
Wage	3.25%
Salary Increases:	
Through All Future Years	3.25% - 15.25% based on years of service
Thereafter	Not Applicable
Investment Rate of Return	7.00%

Employee mortality rates were based on the PubS-2010 amount-weighted mortality table with a 105.6% adjustment for males and 102.5% adjustment for females. For healthy annuitants, mortality rates were based on the PubS-2010 amount-weighted mortality table with a 96.7% adjustment for males and 96.0% adjustment for females. Disability rates were based on the PubS-2010 amount-weighted mortality table with a 152.0% adjustment for males and 109.3% adjustment for females. Mortality improvement is based on Scale MP-2021.

The actuarial assumptions used in the July 1, 2021 valuation were based on the results of an actuarial experience study for the period July 1, 2018 to June 30, 2021.

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

Note 5: Pension Plans (Cont'd)

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

Long Term Expected Rate of Return

In accordance with State statute, the long-term expected rate of return on pension plan investments (7.00% at June 30, 2022) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the Board of Trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

Best estimates of arithmetic real rates of return for each major asset class included in PFRS' target asset allocation as of June 30, 2021 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
U.S. Equity	27.00%	8.12%
Non-U.S. Developed Markets Equity	13.50%	8.38%
Emerging Market Equity	5.50%	10.33%
Private Equity	13.00%	11.80%
Real Estate	8.00%	7.60%
Real Assets	3.00%	11.19%
High Yield	2.00%	4.95%
Private Credit	8.00%	8.10%
Investment Grade Credit	7.00%	3.38%
Cash Equivalents	4.00%	1.75%
U.S. Treasuries	4.00%	1.75%
Risk Mitigation Strategies	3.00%	4.91%

Discount Rate – PFRS

The discount rate used to measure the total pension liability was 7.00% as of June 30, 2021. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers and the nonemployer contributing entity will be based upon 100% of the actuarially determined contributions for the State employer and 100% of actuarially determined contributions for the local employers. Based on those assumptions, the plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all projected benefit payments to determine the total pension liability.

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022

(Continued)

Note 5: Pension Plans (Cont'd)

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

Sensitivity of the Total Net Pension Liability (including the State’s proportionate share of the net pension liability attributable to the Town) to Changes in the Discount Rate

The following presents the total net pension liability (including the State’s proportionate share of the net pension liability attributable to the Town) as of June 30, 2022 calculated using the discount rate as disclosed above, as well as what the collective net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower or 1-percentage-point higher than the current rate:

	June 30, 2021		
	1% Decrease (6.00%)	Current Discount Rate (7.00%)	1% Increase (8.00%)
Town's proportionate share of the NPL and the State's proportionate share of the Net Pension Liability associated with the Town	\$ 21,450,806	\$ 21,667,481	\$ 21,884,156

Plan Fiduciary Net Position - PFRS

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

C. Defined Contribution Retirement Program (DCRP)

Prudential Financial jointly administers the DCRP investments with the NJ Division of Pensions and Benefits. If an employee is ineligible to enroll in the PERS or PFRS, the employee may be eligible to enroll in the DCRP. 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 the DCRP. The financial reports may be obtained by writing to the State of New Jersey, Department of the Treasury, Division of Pensions and Benefits, PO Box 295, Trenton, New Jersey, 08625-0295.

Employers are required to contribute at an actuarially determined rate. Employee contributions are based on percentages of 5.50% for DCRP of employees’ annual compensation, as defined. 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 DCRP, the Town recognized pension expense of \$5,189 for the year ended December 31, 2022. Employee contributions to DCRP amounted to \$10,660 for the year ended December 31, 2022.



TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

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 prior year cost of such unpaid compensation would approximate \$3,221,315, as per the 2021 audit. The amount of the estimate as of December 31, 2022 is unknown as the calculation has not been performed in 2022. 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 funded in the Reserve for Accumulated Absences of \$105,478.83 on the Trust Funds balance sheet at December 31, 2022.

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.

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>2022</u>	<u>2021</u>	<u>2020</u>
<u>Tax Rate</u>	\$ 2.956	\$ 2.903	\$ 2.845
<u>Apportionment of Tax Rate</u>			
Municipal	1.417	1.390	1.340
County	0.304	0.287	0.290
Local School	1.235	1.226	1.215
<u>Assessed Valuations</u>			
2022	<u>\$ 1,303,674,000</u>		
2021		<u>\$ 1,303,176,200</u>	
2020			<u>\$ 1,294,133,500</u>

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

Note 7: Supplemental Tax Information (Cont'd)

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>
2022	\$ 38,598,932	\$ 38,076,496	98.64%
2021	37,903,791	37,474,388	98.86%
2020	36,983,319	36,079,666	97.55%

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.

Investments are stated at cost. 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 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 on the following pages.

Custodial Credit Risk – The Town's policy with respect to custodial credit risk requires that the Town ensures that Town funds are only deposited in financial institutions in which NJ municipalities are permitted to invest their funds.

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

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

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 on deposit; and

In addition to the above collateral requirement, if the public funds deposited exceed 75% of the capital funds of the depository, the depository must provide collateral having a market value at least 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;
- (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, issued by New Jersey school districts, municipalities, counties, and entities subject to the "Local Authorities Fiscal Control Law" P.L. 1983, c. 313 (C.40A:5A-1 et seq.) Other bonds or obligations having a maturity date not more than 397 days from the date of purchase may be approved by the Division of Local Government Services in the Department of Community Affairs for investment by local units;

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

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

Investments (Cont'd)

- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or
- (8) Agreements for the repurchase of fully collateralized securities if:
  - (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a. or are bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, issued by New Jersey school districts, municipalities, counties and entities subject to the "Local Authorities Fiscal Control Law", P.L. 1983 c.313 (C.40A:5A-1 et seq.);
  - (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 section 1 of P.L. 1970, c.236 (C.17:9-41); and
  - (e) a master repurchase agreement providing for the custody and security of collateral is executed.

As of December 31, 2022, 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	\$ 475	\$ 10,259,423	\$ 10,259,898
Animal Control		9,419	9,419
Other Trust		1,451,295	1,451,295
General Capital		5,914,090	5,914,090
Water Utility Operating	100	503,349	503,449
Water Utility Capital		616,737	616,737
Parking Utility Operating		148,101	148,101
Parking Utility Capital		362,065	362,065
	<u>\$ 575</u>	<u>\$ 19,264,479</u>	<u>\$ 19,265,054</u>

The carrying amount of the Town's cash and cash equivalents at year end was \$19,265,054, and the bank balance was \$23,004,582.

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022

(Continued)

Note 9: 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.

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

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, 2022 is as follows:

	Morris County Municipal Joint Insurance Fund
Total Assets	\$ 35,928,978
Net Position	\$ 10,500,044
Total Revenue	\$ 21,851,847
Total Expenses	\$ 27,577,728
Change in Net Position	\$ (5,725,881)
Members Dividends	\$ -0-

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022

(Continued)

Note 9: Risk Management (Cont'd)

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

PERMA Risk Management Services  
 9 Campus Drive, Suite 216  
 Parsippany, NJ 07054  
 (201) 881-7632

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 December 31, 2022 audit report for North Jersey Municipal Employee Benefits Fund is as follows:

Total Assets	\$ 19,625,452
Total Net Position	\$ 13,273,319
Total Revenue	\$ 41,366,114
Total Expenses	\$ 40,392,483
Change in Net Position	\$ (3,531,919)
Members Dividends	\$ 4,505,550

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

PERMA Risk Management Services  
 9 Campus Drive, Suite 216  
 Parsippany, NJ 07054  
 (201) 881-7632

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

Note 9: Risk Management (Cont'd)

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>
2022	\$ - 0 -	\$ - 0 -	\$ - 0 -	\$ 1,243	\$ 46,917
2021	4,171	- 0 -	- 0 -	5,780	48,160
2020	70,000	- 0 -	- 0 -	20,928	49,770

Note 10: Contingencies

The Town is periodically involved in 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, 2022.

The City of Jersey City and the Jersey City Municipal Utilities Authority (the "plaintiffs") are currently members of the Rockaway Valley Regional Sewerage Authority ("RVRSA"), as is the Town as well as a number of Morris County municipalities. A lawsuit was filed in a prior year by the City of Jersey claiming that they have 1) no obligation to contribute to the RVRSA's capital costs; 2) that the 1984 settlement agreement among the parties is void or in the alternative that it be reformed to decrease the plaintiffs' share of the costs and 3) damages for what plaintiffs contend was an incorrect assessment of capital costs. A motion for partial summary judgement was granted to the member municipalities of the RVRSA finding that Jersey City's obligation to pay for operating costs, maintenance, and repairs must continue. However, the City of Jersey City has added another claim to its lawsuit asserting that the terms of the 1971/1984 agreements should be interpreted to mean that the City of Jersey City's obligation to make payments should end now or in the very near future. The parties to this lawsuit are currently in mediation with respect to the amended lawsuit. If the lawsuit is successful and the City of Jersey City is successful in its lawsuit, the contributions by the Town to the RVRSA would increase significantly. However, an estimate of the impact on future RVRSA contributions to be paid by the Town cannot be determined at this point.

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, 2022

(Continued)

Note 11: Interfund Receivables and Payables

The following interfund balances remained on the balance sheet at December 31, 2022:

Fund	Interfund Receivable	Interfund Payable
Current Fund		\$ 4,928,172
Federal and State Grant Fund	\$ 334,035	
Animal Control Fund	2	
Other Trust Funds	294,732	
General Capital Fund	1,159,039	9,028
Water Utility Operating Fund	3,072,717	291,118
Water Utility Capital Fund	209,146	
Parking Utility Operating Fund	192,831	34,432
Parking Utility Capital Fund	247	
	<u>\$ 5,262,749</u>	<u>\$ 5,262,749</u>

There was interfund activity throughout the year in the Town of Dover. The interfund receivable in Federal and State Grant Fund is for receipt of grant funds collected in the Current Fund which were not turned over prior to year end. The interfund receivable in the Animal Control Fund is for an overpayment made to the Current Fund prior to year end. The interfund receivable in the Other Trust Funds is comprised of trust fund receipts, which were collected in the Current Fund but not turned over by year end. The interfund activity between the Utility Funds is due to payments and expenses being paid by the Current Fund, and not liquidated by the end of the year.

Note 12: Deferred Charges to be Raised in Succeeding Years

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2022, the following deferred charges are shown on the balance sheet of the Current Fund:

	Balance Dec. 31, 2022	Required 2023 Budget Appropriation	Balance Deferred to Succeeding Years' Budgets
Current Fund:			
Overexpenditure of Appropriations	\$ 264,332	\$ 264,332	
Special Emergency Authorization - Severance and Salaries	360,000	120,000	\$ 240,000
Special Emergency Authorization - COVID 19	687,473	421,868	265,605
Federal and State Grant Fund:			
Expenditures without Appropriation	21,000	21,000	
Parking Utility Fund:			
Special Emergency - Covid 19	133,338	33,334	100,004
	<u>\$ 1,466,143</u>	<u>\$ 860,534</u>	<u>\$ 605,609</u>

The amounts appropriated in the 2023 budget are not less than the amount required by statute.



TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022

(Continued)

Note 13: 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 14: Deferred Compensation

The Town offers its employees a choice of three 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, Transamerica Life Insurance and Valic.

Note 15: Fixed Assets

The following schedules are a summarization of general fixed assets for the years ended December 31, 2021 and 2022:

	Balance December 31, 2021	Additions	Deletions	Balance December 31, 2022
Land	\$ 31,913,000	\$ 3,495,417		\$ 35,408,417
Buildings	8,119,996		\$ 873,296	7,246,700
Machinery and Equipment	10,268,793	5,729,042	6,070,515	9,927,320
	<u>\$ 50,301,789</u>	<u>\$ 9,224,459</u>	<u>\$ 6,943,811</u>	<u>\$ 52,582,437</u>
	Balance December 31, 2020	Additions	Deletions	Balance December 31, 2021
Land	\$ 25,519,400	\$ 6,393,600		\$ 31,913,000
Buildings	11,224,522		\$ 3,104,526	8,119,996
Machinery and Equipment	9,703,057	702,100	136,364	10,268,793
	<u>\$ 46,446,979</u>	<u>\$ 7,095,700</u>	<u>\$ 3,240,890</u>	<u>\$ 50,301,789</u>

Note 16: Tax Abatements

Governmental Accounting Standards Board requires disclosure of tax abatement information about (1) a reporting government's own tax abatement agreements and (2) those that are entered into by other governments and that reduce the reporting government's tax revenues.

As of December 31, 2022, The Town provides a tax abatement to a nonprofit housing corporation for its senior citizen housing development in the Town pursuant to the authority contained in Section 5 of the Senior Citizens Nonprofit Rental Housing Tax Law (N.J.S.A. 55:14I-5) (the "Law") and a resolution of the governing body dated July 10, 2014 and an agreement dated July 16, 2014. In consideration of the full abatement of taxes, the nonprofit housing corporation is required to pay to the Town an annual service charge. The annual service charge made by the nonprofit corporation will be equal to 15% of the annual gross rents derived from such housing project as detailed in the tax abatement agreement. The tax abatement provided under the agreement shall be terminated when the nonprofit corporation or its successors and the development cease to remain subject to the provisions of the Law or a period of not more than 50 years from the effective date of the tax exemption, whichever event occurs first.

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

Note 16: Tax Abatements (Cont'd)

The Town recognized revenue in the amount of \$181,232 from this annual service charge or payment in lieu of taxes which is recorded as a miscellaneous revenue anticipated in the Current Fund. The taxes which would have been paid on this property for 2022 without the abatement would have been \$661,163 of which \$316,938 would have been for the local municipal tax and minimum library tax.

Note 17: Post-Retirement Benefits other than Pensions (OPEB)

General Information about the Town's OPEB Plan

Plan Description and Benefits Provided

The provisions of Chapter 88, P.L. 1974, along with any Town approved ordinances and resolutions, provide the authority for the Town to offer post-employment health care benefits as detailed below.

The Town provides medical, prescription during, and dental to retirees and their covered dependents that meet the appropriate requirements. The Town provides Medicare Part B reimbursements to Policemen's Benevolent Association and Superior Officer Association retirees and their covered dependents after 25 years of service. All active employees who retire from the Town and meet the eligibility criteria receive these benefits. As of February 1, 2009, new hires are no longer eligible for lifetime post employment health care benefits.

Employees are eligible to receive postretirement health benefits through the Town health plan by meeting either of the following criteria:

- 1 - Retires after 25 years or more of service in the State Pension Plan, or
- 2 - Retires at age 60 with at least 20 years of service in the State Pension Plan, or
- 3 - Retires at age 55 or older with at least 25 years of service in the State Pension Plan.

Contributions

The Town subsidizes 100% of the cost of coverage for current retirees meeting the requirements outlined above and for future retirees who have at least 25 years of service as of May 21, 2010, the Town will reimburse 100% of eligible Police Benevolent Association and Superior Officer Association retiree's Medicare Part B premiums.

NJ Chapter 78 requires that certain future retirees contribute toward the cost of their benefits. Specifically, those who had retired prior to passage of Chapter 78 and those employees that had more than 25 years of service on the date of passage are grandfathered. All others are subject to the contribution rates in effect when they retire, but not less than 1.5% of their annual retirement allowances from the Public Employees Retirement System. For purposes of this valuation and for conservatism, it was assumed that future retiree contribution percentage rates will not increase. Thus, it was assumed that a future retiree will contribute his/her current employee contribution as reported by the Town increased annually by the medical trend rate.

The Town obtained its last OPEB actuarial valuation as of December 31, 2020.

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022

(Continued)

Note 17: Post-Retirement Benefits other than Pensions (OPEB) (Cont'd)

General Information about the Town's OPEB Plan (Cont'd)

Employees Covered by Benefit Terms

As of December 31, 2020, there were 1119 retirees and spouses currently receiving retiree benefits and 1118 active participants, of which 5 are eligible to retire as of the valuation date.

Total OPEB Liability

The Town's OPEB liability of \$100,116,676 was measured as of December 31, 2020 and was determined by an actuarial valuation as of December 31, 2020.

Actuarial Assumptions and Other Inputs

The total OPEB liability in the January 1, 2020 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Discount Rate	2.12% at December 31, 2020
Salary Increases	2.50% per year
Inflation Assumptions	2.50% per year

The selected discount rate was based on the Bond Buyer 20 Index at December 31, 2018.

<u>Health Care</u> <u>Trend Rates</u>	<u>Year</u>	<u>Medical</u>	<u>Drug</u>	<u>Dental</u>
Year 1 Trend	2020	5.60%	9.00%	3.50%
Ultimate Trend	2026	5%	5.00%	3.50%

The medical trend rate reduces .1% per annum, leveling at 5% per annum in 2026.

The drug trend rate reduces .5% per annum to 2022 and 1.0% per annum thereafter, leveling at 5% per annum in 2026.

Mortality rates were based on the RP 2000 Combined Healthy Male Mortality Rates set forward three years.

Changes in the Total OPEB Liability

	<u>Total OPEB</u> <u>Liability</u>
Balance at January 1, 2020	\$ 94,991,576
Changes for Year:	
Service Cost	1,464,568
Interest Cost	2,610,801
Changes in Assumptions	3,392,640
Benefit Payments	(2,342,909)
Net Changes	5,125,100
Balance at December 31, 2020	\$ 100,116,676

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

Note 17: Post-Retirement Benefits other than Pensions (OPEB) (Cont'd)

General Information about the Town's OPEB Plan (Cont'd)

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The following presents the total OPEB liability of the Town as well as what the Town's total OPEB liability would be if it were calculated using a discount rate that is 1 percentage lower (1.12 percent) or 1 percentage higher (3.12 percent) than the current discount rate:

	December 31, 2020		
	1% Decrease (1.12%)	Discount Rate (2.12%)	1% Increase (3.12%)
Total OPEB Liability	\$ 110,292,881	\$ 100,116,676	\$ 91,900,788

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following presents the total OPEB liability of the Town as well as what the Town's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage lower or 1 percentage higher than the valuation healthcare cost trend rates:

	December 31, 2020		
	1% Decrease	Valuation Healthcare Trend Rates	1% Increase
Total OPEB Liability	\$ 90,281,933	\$ 100,116,676	\$ 112,199,991

OPEB Expense

For the year ended December 31, 2020, the Town's OPEB expense was \$4,683,919 as determined by the actuarial valuation.

TOWN OF DOVER  
NOTES TO FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2022

(Continued)

Note 18: Prior Period Adjustment

The Town made a prior year adjustment to remove the Library from the Comparative Balance Sheet. The Library is a component unit of the Town, with its own governing body, and is not required to appear on the Current Fund Balance Sheet of the Town.

	Balance as of 12/31/21 as <u>Previously Reported</u>	Retroactive <u>Adjustments</u>	Balance as of 12/31/2021 <u>as Restated</u>
<u>Dover Free Public Library :</u>			
Cash and Cash Equivalents	\$ 55,301.70	\$ (55,301.70)	\$ -
Investments	2,891,954.91	(2,891,954.91)	-
Reserve for Dover Free Public Library	(2,947,256.64)	2,947,256.64	-

Note 19: Leases

The Town implemented Governmental Accounts Standards Board (GASB) Statement No. 87, Leases, during the current year. The Town did not enter into any leases in fiscal 2022.

TOWN OF DOVER  
SUPPLEMENTARY DATA

TOWN OF DOVER  
OFFICIALS IN OFFICE AND SURETY BONDS  
YEAR ENDED DECEMBER 31, 2022

<u>Name</u>	<u>Title</u>	<u>Amount of Bond</u>	<u>Name of Corporate Surety</u>
Carolyn Blackman	Mayor		
Jessica Cruz	Alderman		
Sandra Wittner	Alderman		
Judith Rugg	Alderman		
Mumberto Quinones	Alderman		
Adrian Ballesteros	Alderman		
Edward Correa	Alderman		
Arturo Santana	Alderman		
Carlos Valencia	Alderman		
BettyLou DeCrose	Administrator (From 10/1/22 To 12/31/22)		
John O. Bennet	Administrator (From 1/1/22 To 9/30/22 )		
Reynaldo Julve	Municipal Clerk; Assessment Search Officer		
John O. Gross	Chief Financial Officer; Treasurer	\$ 1,000,000.00	MELJIF
Andrea Coroneos	Tax Collector	\$ 1,000,000.00	MELJIF
Cecilia Guzman	Magistrate	(A)	
Sonia Barria	Court Administrator	(A)	
Thomas F. Collins Jr.	Town Attorney		
Robert Kinsey	Water Superintendent	(A)	
Thomas Spring	Director of Municipal Services	(A)	
Andrew Dujack	Water President/Water Commissioner	(A)	
Aldo Cicchetti	Water Commissioner	(A)	
Gene Secola	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.

All bonds were examined and were properly executed.

TOWN OF DOVER

COUNTY OF MORRIS

2022

CURRENT FUND



TOWN OF DOVER  
CURRENT FUND  
SCHEDULE OF CASH - TREASURER

	<u>Ref.</u>	
Balance December 31, 2021	A	\$ 9,080,728.37
Increased by Receipts:		
Tax Collector	\$	38,734,955.17
Revenue Accounts Receivable		4,647,644.38
Sewer Rents Receivable		1,765,443.17
Prepaid Sewer Rents		466.88
Miscellaneous Revenue Not Anticipated		274,361.89
Interest on Investments and Deposits		33,949.82
Due to/from:		
State of N.J. - Veterans' and Senior Citizens' Deductions		44,204.11
Police Outside Services		816,995.87
Dover Housing Authority		65,727.78
Federal and State Grant Fund:		
Unappropriated Grant Reserves		85,329.90
Grant Funds Receivable		636,468.21
Animal Control Fund:		
Interest Earned		28.45
Interfund Advanced		2.08
Other Trust Funds:		
Reserve for Recycling		48,235.50
Interfund Advanced		114.27
Interest Earned		2,414.73
General Capital Fund:		
Interest Earned		16,062.88
Interfund Advanced		121.91
Water Utility Operating Fund:		
Water Rents, Miscellaneous Revenue and Overpayments Collected		4,642,268.26
Scrap Metal Recycling		434.00
Parking Utility Operating Fund:		
Appropriation Refunds		1,527.68
Appropriation Refunds		481,509.16
Due to State of NJ:		
Marriage License Fees		1,930.00
Building Fees		13,520.00
Reserve for:		
Municipal Relief Fund Aid		65,967.60
Maintenance of Free Public Library		9,506.00
Sale of Municipal Assets		47,077.80
		52,436,267.50
		61,516,995.87

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

	<u>Ref.</u>	
Decreased by Disbursements:		
2022 Budget Appropriations	\$	24,067,097.33
2021 Appropriation Reserves		442,494.00
County Taxes		3,961,353.99
Local School District Taxes		17,435,446.00
Accounts Payable		31,592.94
Due to State of NJ:		
Marriage Licenses		5,300.00
Building Fees		18,188.00
Refund of:		
Tax Overpayments		2,395.44
Current Year Revenue:		
Licenses - Other		150.00
Fees and Permits		1,250.00
Prior Year Revenue - Taxes		68,717.75
Prior Year Revenue - Other		650.00
Prior Year Unidentified Transactions		344,805.06
Due to/from:		
Dover Housing Authority		65,727.78
Police Outside Services		806,713.69
Federal and State Grant Fund:		
Appropriated Grant Reserves Expenditures		2,011,042.95
Water Utility Operating Fund:		
2022 Budget Appropriation Expenditures		346,285.34
Interest on Notes		23,700.00
Water Rents Collected		1,000,000.00
Parking Utility Operating Fund:		
2022 Budget Appropriation Expenditures		2,548.24
Net Payroll Fund:		
Overfunding of Payroll		562,590.07
Reserve for:		
Third Party Liens		47,408.18
Maintenance of Free Public Library		12,116.61
		\$ 51,257,573.37
Balance December 31, 2022	A	\$ 10,259,422.50

TOWN OF DOVER  
CURRENT FUND  
SCHEDULE OF CASH - COLLECTOR  
YEAR ENDED DECEMBER 31, 2022

Increased by Receipts:	
Taxes Receivable	\$ 38,113,928.48
2023 Prepaid Taxes	184,860.72
Tax Overpayments	44,074.32
Interest and Costs on Taxes	98,283.47
Tax Sale Premiums	246,400.00
Third Party Liens Redeemed	47,408.18
	<hr/>
	38,734,955.17
Decreased by:	
Payments to Treasurer	\$ 38,734,955.17
	<hr/> <hr/>

FEDERAL AND STATE GRANT FUND  
SCHEDULE OF CASH  
YEAR ENDED DECEMBER 31, 2022

NOT APPLICABLE

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

Year	Balance		2022 Levy		Added Taxes		Collections		Overpayments Applied	State of NJ Veterans' and Senior Citizens' Deductions	Canceled	Transferred to Tax Title Liens	Balance Dec. 31, 2022
	Dec. 31, 2021				2021	2022	2021	2022					
2020 & prior	\$ 6,503.47						\$ 6,364.10						\$ 139.37
2021	397,739.16	\$ 7,313.16				401,209.97							3,842.35
	404,242.63	7,313.16				407,574.07							3,981.72
2022	\$ 38,598,931.92	\$ 290,030.12	\$ 290,030.12	\$ 37,706,354.41	\$ 35,906.87	\$ 44,204.11	\$ 18,590.84	\$ 26,852.32					476,993.25
	\$ 404,242.63	\$ 7,313.16	\$ 290,030.12	\$ 38,113,928.48	\$ 35,906.87	\$ 44,204.11	\$ 18,590.84	\$ 26,852.32					\$ 480,974.97
	<u>A</u>												<u>A</u>

Ref.

Tax Yield:	
General Property Tax	\$ 38,536,603.76
Added Taxes (54:4-63.1 et seq.)	62,328.16
	<u>\$ 38,598,931.92</u>

Tax Levy:	
Local School District Taxes	\$ 16,093,043.00
County Taxes	\$ 3,954,156.58
Due County for Added and Omitted Taxes	6,381.25
	<u>3,960,537.83</u>
	<u>20,053,580.83</u>
Local Tax for Municipal Purposes	17,973,429.29
Minimum Library Tax	508,894.00
Add: Additional Tax Levied	63,027.80
	<u>18,545,351.09</u>

	<u>\$ 38,598,931.92</u>
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TOWN OF DOVER  
CURRENT FUND  
SCHEDULE OF TAX TITLE LIENS

	<u>Ref.</u>	
Balance December 31, 2021	A	\$ 466,597.66
Increased by:		
2022 Taxes Transferred to Lien	\$ 26,852.32	
6% Penalty	<u>1,142.88</u>	
		<u>27,995.20</u>
		494,592.86
Decreased by:		
Prior Year Adjustment		<u>175,486.19</u>
Balance December 31, 2022	A	<u><u>\$ 319,106.67</u></u>

TOWN OF DOVER  
CURRENT FUND  
SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE

	Balance Dec. 31, 2021	Accrued In 2022	Received Treasurer	Balance Dec. 31, 2022
Licenses:				
Alcoholic Beverages		\$ 50,660.60	\$ 50,660.60	
Other		78,895.00	78,895.00	
Fees and Permits		270,531.00	270,531.00	
Fines and Costs:				
Municipal Court	\$ 19,904.50	412,292.06	400,840.30	\$ 31,356.26
Payment In Lieu of Taxes:				
Mill Pond Towers - Senior Citizen Apartments		181,232.00	181,232.00	
Guenther Mills		154,319.00	154,319.00	
Fire Prevention Inspection Fees		28,809.00	28,809.00	
Consolidated Municipal Property Tax Relief Aid		9,620.00	9,620.00	
Energy Receipts Taxes		1,255,002.00	1,255,002.00	
Uniform Construction Code Fees		251,532.00	251,532.00	
Interlocal Services - Municipal Court & Fire		11,590.81	11,590.81	
Victory Gardens Fire Department		33,000.00	33,000.00	
Rental Income		82,369.29	82,369.29	
Hotel Occupancy		235,999.59	235,999.59	
Cell Tower Rental		178,791.10	178,791.10	
Utility Operating Surplus - Water Utility		200,000.00	200,000.00	
Capital Fund Balance		122,032.59	122,032.59	
Uniform Fire Safety Act		48,183.22	48,183.22	
Community Champions		56,500.00	56,500.00	
Ambulance Services		241,846.85	241,846.85	
American Rescue Plan		1,855,250.13	1,855,250.13	
Cable TV Franchise Fee		150,297.55	150,297.55	
Reserve to Pay Debt Service		412,669.49	412,669.49	
	\$ 19,904.50	\$ 6,321,423.28	\$ 6,309,971.52	\$ 31,356.26

Ref.            A

A

Cash Received	\$ 4,647,644.38
Due from Federal and State Grant Fund	927,625.06
Due from General Capital Fund	534,702.08
Due from Water Utility Operating Fund	200,000.00
	\$ 6,309,971.52

TOWN OF DOVER  
CURRENT FUND  
SCHEDULE OF SEWER RENTS RECEIVABLE

	<u>Ref.</u>	
Balance December 31, 2021	A	\$ 218,963.98
Increased by:		
Sewer Rents Levied		1,631,642.22
		1,850,606.20
Decreased by:		
Sewer Collections	\$ 1,765,443.17	
Prepaid Sewer Rents Applied	1,208.94	
		1,766,652.11
Balance December 31, 2022	A	\$ 83,954.09

TOWN OF DOVER  
CURRENT FUND  
SCHEDULE OF 2021 APPROPRIATION RESERVES  
YEAR ENDED DECEMBER 31, 2022

	Balance Dec. 31, 2021	Balance After Modification	Paid or Charged	Balance Lapsed
Mayor and Board of Aldermen:				
Salaries and Wages	\$ 0.01	\$ 0.01		\$ 0.01
Other Expenses	13,015.32	13,015.32	\$ 3,955.18	9,060.14
Administrative and Executive:				
Other Expenses	37,784.03	39,676.51	34,662.57	5,013.94
Town Clerk:				
Salaries and Wages	90,420.23	90,420.23		90,420.23
Other Expenses	22,731.18	22,731.18	2,514.52	20,216.66
Financial Administration:				
Salaries and Wages	21,606.13	21,606.13		21,606.13
Other Expenses	54,627.02	54,627.02	32,916.33	21,710.69
Annual Audit	19,253.85	19,253.85	19,253.85	
Assessment of Taxes:				
Salaries and Wages	9,970.27	9,970.27		9,970.27
Other Expenses	1,591.24	1,591.24		1,591.24
Collection of Taxes:				
Salaries and Wages	0.01	0.01		0.01
Other Expenses	3,196.11	3,196.11	702.00	2,494.11
Legal Services and Costs:				
Other Expenses	131,204.18	99,259.70	30,239.86	69,019.84
Engineering Services and Costs:				
Other Expenses	11,725.57	11,725.57	4,731.00	6,994.57
Municipal Land Use Law:				
Planning Board:				
Other Expenses	2,673.14	2,673.14	1,945.00	728.14
Board of Adjustment:				
Other Expenses	3,321.93	3,321.93	2,451.87	870.06
Code Enforcement:				
Salaries and Wages	5,081.56	5,081.56		5,081.56
Other Expenses	879.73	879.73	556.24	323.49
Police:				
Salaries and Wages	163,092.83	163,092.83		163,092.83
Other Expenses	81,801.83	81,801.83	43,996.07	37,805.76



TOWN OF DOVER  
CURRENT FUND  
SCHEDULE OF 2021 APPROPRIATION RESERVES  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

	Balance Dec. 31, 2021	Balance After Modification	Paid or Charged	Balance Lapsed
Office of Emergency Management:				
Salaries and Wages	\$ 7,755.14	\$ 7,755.14		\$ 7,755.14
Public Defender:				
Other Expenses	1,769.00	1,769.00		1,769.00
Uniform Fire Safety Act:				
Other Expenses	5,324.18	5,324.18	\$ 3,337.94	1,986.24
Fire:				
Salaries and Wages	84,568.61	84,568.61		84,568.61
Other Expenses	28,127.68	33,893.56	33,066.79	826.77
Municipal Court:				
Salaries and Wages	4,472.58	4,472.58		4,472.58
Other Expenses	549.52	4,247.41	4,247.41	
Board of Health:				
Other Expenses	18,708.61	18,708.61	18,594.73	113.88
Solid Waste and Recycling:				
Salaries and Wages	16,288.55	16,288.55		16,288.55
Other Expenses	105,187.57	105,187.57	105,187.57	
Shade Trees:				
Salaries and Wages	1,934.00	1,934.00		1,934.00
Other Expenses	4,491.70	4,491.70	285.74	4,205.96
Senior Citizen Transportation:				
Salaries and Wages	1,285.00	1,285.00		1,285.00
Other Expenses	496.20	496.20	496.20	
Recreation Department:				
Salaries and Wages	1,358.81	1,358.81		1,358.81
Other Expenses	37,445.27	58,033.50	57,426.27	607.23
Historic Preservation:				
Other Expenses	1,610.22	1,610.22	892.50	717.72
Division of Streets and Roads:				
Other Expenses	29,002.57	29,002.57	19,118.26	9,884.31
Division of Sewer Maintenance:				
Salaries and Wages	100,782.82	100,782.82		100,782.82
Other Expenses	14,098.32	14,098.32	1,792.23	12,306.09
Buildings and Grounds Maintenance				
Division:				
Salaries and Wages	84,677.43	84,677.43		84,677.43
Other Expenses	15,056.58	15,056.58	5,736.17	9,320.41
Snow and Ice Removal:				
Salaries and Wages	23,921.19	23,921.19		23,921.19
Other Expenses	23,072.02	23,072.02		23,072.02

TOWN OF DOVER  
CURRENT FUND  
SCHEDULE OF 2021 APPROPRIATION RESERVES  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

	Balance Dec. 31, 2021	Balance After Modification	Paid or Charged	Balance Lapsed
State Uniform Construction Code:				
Salaries and Wages	\$ 18,192.01	\$ 18,192.01		\$ 18,192.01
Other Expenses	922.78	922.78	\$ 865.02	57.76
Unclassified:				
Utility Expenses & Bulk Purchases	138,544.79	138,544.79	46,255.86	92,288.93
Salary Adjustment Account:				
Salaries and Wages	100.00	100.00		100.00
Contingent	116.69	116.69	116.69	
Prior Year Bills	3,306.20	3,306.20		3,306.20
Contribution to:				
Public Employees' Retirement System	41,826.65	41,826.65		41,826.65
Social Security System	75,087.60	75,087.60		75,087.60
Consolidated Police and Firemen's				
Pension Fund	0.10	0.10		0.10
State Unemployment Insurance	70,000.00	70,000.00		70,000.00
Defined Contribution Retirement Program	32,283.70	32,283.70		32,283.70
Insurance:				
General Liability				
Employee Group Health	15,877.25	15,877.25		15,877.25
Workers' Compensation	162,032.21	162,032.21		162,032.21
Health Benefit Waiver	20,684.20	20,684.20		20,684.20
Maintenance of Free Public Library (Ch. 82 and 541, P.L. 1985):				
	129,564.46	129,564.46	129,564.46	
	\$ 1,994,498.38	\$ 1,994,498.38	\$ 604,908.33	\$ 1,389,590.05
 <u>Balance December 31, 2021:</u>				
	<u>Ref.</u>			
Unencumbered	A	\$ 1,832,552.15		
Encumbered	A	161,946.23		
		\$ 1,994,498.38		
Cash Disbursed			\$ 442,494.00	
Reserve for Maintenance of Free Public Library			129,019.38	
Accounts Payable			33,394.95	
			\$ 604,908.33	

TOWN OF DOVER  
CURRENT FUND  
SCHEDULE OF LOCAL SCHOOL DISTRICT TAXES PAYABLE/(PREPAID)

	<u>Ref.</u>	
Balance December 31, 2021	A	\$ 1,252,989.23
Increased by:		
Levy - Calendar Year 2022		16,093,043.00
		17,346,032.23
Decreased by:		
Payments to Local School District		17,435,446.00
		17,435,446.00
Balance (Prepaid) December 31, 2022	A	\$ (89,413.77)

TOWN OF DOVER  
CURRENT FUND  
SCHEDULE OF SPECIAL EMERGENCY NOTES PAYABLE

Dates Authorized	Purpose	Date of		Interest Rate	Balance Dec. 31, 2021	Issued	Matured	Balance Dec. 31, 2022
		Issue	Maturity					
2020	Special Emergency Notes - Covid and Accrued Sick and Vacation Payout	5/26/2021	5/25/2022	0.750%	\$ 1,589,341.86		\$ 1,589,341.86	
		5/25/2022	5/24/2023	2.975%	\$ 1,080,807.29	\$ 1,080,807.29		\$ 1,080,807.29
					\$ 1,589,341.86	\$ 1,080,807.29	\$ 1,589,341.86	\$ 1,080,807.29
				Ref.	A			A

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

	Balance Dec. 31, 2021	2022 Budget Revenue Realized	Cash Received	Transfer from Unappropriated Reserves	Balance Dec. 31, 2022
Small Cities CDBG Program:					
Roadway Improvements	\$ 103,485.00				\$ 103,485.00
Housing Rehabilitation 2022		\$ 400,000.00			400,000.00
Body Armor Replacement Fund		1,843.59	\$ 1,843.59		
Bulletproof Vest Program:					
Various	7,455.41				7,455.41
2020	1,909.57				1,909.57
2021	4,994.10				4,994.10
2022		5,301.00			5,301.00
Pedestrian Safety Grant:					
2018	212.50				212.50
2021	20.00				20.00
2022		15,000.00	13,980.00		1,020.00
Click It or Ticket:					
2019	2,640.00				2,640.00
Assistance to Firefighters Grant Program:					
2019	6,558.91				6,558.91
2021	75,051.71				75,051.71
State Library Grant 2021	900,000.00		600,000.00		300,000.00
Library Match of State Library Grant	306,688.00				306,688.00
NJ Department of Transportation:					
Essex Street 2021	375,000.00				375,000.00
White Street Improvements 2022		411,700.00			411,700.00
Audrey Place and Winthrop Place 2022		406,800.00			406,800.00
Open Space Grant - East Blackwell Street					
Property Acquisition		35,000.00			35,000.00
Safe Streets to Transit - East Blackwell Street		640,000.00			640,000.00
Body Worn Cameras		48,912.00	9,782.40		39,129.60
Emergency Management Performance Grant		10,000.00		\$ 10,000.00	
Local Recreation Improvement Grant:					
Crescent Field Improvements		75,000.00			75,000.00
Distracted Driving Grant		8,750.00	8,750.00		
Municipal Alliance on Alcoholism and Drug Abuse:					
2018	15,427.30				15,427.30
2019	6,051.37				6,051.37
2020	875.00				875.00
2021	7,755.00		2,112.22		5,642.78
2022		10,543.00			10,543.00
NJ Department of Environmental Protection:					
It Pays to Plug In	24,000.00				24,000.00
Global Fire Prevention Grant	1,500.00				1,500.00
	<u>\$ 1,839,623.87</u>	<u>\$ 2,068,849.59</u>	<u>\$ 636,468.21</u>	<u>\$ 10,000.00</u>	<u>\$ 3,262,005.25</u>

Ref.

A

A

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

	Balance Dec. 31, 2021	Prior Year Encumbrances Returned	Transferred from 2022 Budget	Cash Disbursed	Encumbrances	Balance Dec. 31, 2022	Expenditure Without Reserve
<b>Small Cities CDBG Program:</b>							
2022 Housing Rehabilitation	\$ 54,975.45		\$ 400,000.00			\$ 400,000.00	
2018 Roadway Improvements	120,000.00					54,975.45	
2018 Housing Rehabilitation	177,750.00					120,000.00	
2020 Housing Rehabilitation Revolving Loan Funds	19,496.75					177,750.00	
2019 Housing Rehabilitation Revolving Loan Funds	29,950.00					19,496.75	
2018 Housing Rehabilitation Revolving Loan Funds	19,466.00					29,950.00	
2017 Housing Rehabilitation Revolving Loan Funds	43,728.00					19,466.00	
2016 Housing Rehabilitation Revolving Loan Funds	49,500.00					43,728.00	
2015 Housing Rehabilitation Revolving Loan Funds	40,019.57	\$ 12,500.00			\$ 7,480.43	29,519.57	
2014 Housing Rehabilitation Revolving Loan Funds					40,019.57		
<b>Bulletproof Vest Program:</b>							
2021	4,994.10			4,994.10			
2022			5,301.00	5,295.36		5.64	
<b>Click It or Ticket:</b>							
2019	2,640.00						
2021	2,100.00			2,640.00		2,100.00	
<b>Assistance to Firefighters Grant:</b>							
2019	4,980.23	\$ 1,253.70		2,072.77	696.15	3,465.01	
2021	55,878.55			1,235.87		54,642.68	
2021 Local Match	3,752.59					3,752.59	
<b>Staffing for Adequate Fire and Emergency Response:</b>							
2019 Federal Portion	144,951.00					144,951.00	
2019 Local Match	43,627.00			43,627.00			
2021 Local Match	29,024.96			7,810.04		21,214.92	
Clean Communities Program 2021	25,302.19			6,095.20		19,206.99	
<b>Recycling Tonnage Program:</b>							
2016	393.26			143.26	1,850.00		
2017	14,994.25	1,600.00		2,682.69		12,311.56	
2018	18,439.50					18,439.50	
2019	17,145.20					17,145.20	
2020	15,691.74					15,691.74	
2021	16,236.11					16,236.11	
Alcohol Education and Rehabilitation Grant	801.52					801.52	
Hepatitis B Grant							
2004	272.21					272.21	
2005	1,132.00					1,132.00	
2006	686.00					686.00	

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

	Balance Dec. 31, 2021	Prior Year Encumbrances Returned	Transferred from 2022 Budget	Cash Disbursed	Encumbered	Balance Dec. 31, 2022	Expenditure Without Reserve
Body Armor Replacement Fund:							
2020	\$ 3,437.71					\$ 3,437.71	
2022			\$ 1,843.59			1,843.59	
Drunk Driving Enforcement Fund Grant				\$ 3,290.00		1,245.09	
2018	4,535.09					9,921.77	
2020	9,921.77					24,502.49	
State Library Grant	268,686.74	\$ 680,678.26		760,541.29	\$ 164,321.22	29,220.27	
Library Match of State Library Grant	268,686.74	680,678.26		731,392.82	188,751.91		
NJ Department of Transportation:							
Williams Street	30,500.28					30,500.28	
Essex Street 2021		375,000.00		373,213.87	1,786.13	0.00	
White Street Improvements 2022			411,700.00			411,700.00	
Audrey Place and Winthrop Place 2022			406,800.00			406,800.00	
Pedestrian Safety Grant:							\$ 15,000.00
2021				15,000.00			
2022				15,000.00			
Open Space 2022			15,000.00			35,000.00	
Safe Streets to Transit 2022			35,000.00			640,000.00	
Body Worn Cameras 2022			640,000.00			18,715.00	
Emergency Management Performance Grant 2022			48,912.00		30,197.00	1,900.04	
Local Recreation Improvement Grant 2022			10,000.00			75,000.00	
Distracted Driving Grant:							
2021				6,000.00			6,000.00
2022			8,750.00	8,750.00			
Municipal Alliance on Alcoholism and Drug Abuse:							
State Share:							
2018	4,051.36					4,051.36	
2019	17,627.29					17,627.29	
2020	861.13					861.13	
2021	5,091.75					5,091.75	
2022			10,543.00	494.03		10,048.97	
Local Share:							
2018	1,012.85					1,012.85	
2019	4,542.65					4,542.65	
2020	218.75					218.75	
2021	1,147.94					1,147.94	
2022			2,635.75	164.69		2,471.06	
NJ Department of Environmental Protection:							
It Pays to Plug In	24,000.00					24,000.00	
	\$ 1,602,250.23	\$ 1,739,210.22	\$ 2,071,485.34	\$ 2,011,042.95	\$ 435,102.41	\$ 2,987,800.43	\$ 21,000.00
	A	A	A	A	A	A	A

Ref.

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

	<u>Balance</u> <u>Dec. 31, 2021</u>	<u>Cash</u> <u>Received</u>	<u>Appropriated to</u> <u>2022 Budget</u> <u>Revenue</u>	<u>Transferred to</u> <u>Grants</u> <u>Receivable</u>	<u>Balance</u> <u>Dec. 31, 2022</u>
Small Cities CDBG Program:					
Housing Rehabilitation Revolving Loan Funds	\$ 54,514.00				\$ 54,514.00
Staffing for Adequate Fire and Emergency Response	24,648.74				24,648.74
American Rescue Plan	927,625.06		\$ 927,625.06		
Emergency Management Performance Grant	10,000.00			\$ 10,000.00	
Clean Communities Grant:					
2021	26,934.50				26,934.50
2022		\$ 27,443.03			27,443.03
Body Armor Replacement Fund	2,709.78	2,487.54			5,197.32
Drive Sober or Get Pulled Over Year End Crackdown		6,000.00			6,000.00
Recycling Tonnage Grant		19,206.33			19,206.33
Click It or Ticket Grant		7,000.00			7,000.00
NJ Department of Transportation Highway Safety Fund		21,293.00			21,293.00
Global Fire Prevention Grant		1,900.00			1,900.00
	<u>\$ 1,046,432.08</u>	<u>\$ 85,329.90</u>	<u>\$ 927,625.06</u>	<u>\$ 10,000.00</u>	<u>\$ 194,136.92</u>
<u>Ref.</u>	A				A



TOWN OF DOVER

COUNTY OF MORRIS

2022

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, 2021	B	\$ 8,377.28	\$ 1,449,286.07
Increased by Receipts:			
Dog License Fees		6,662.00	
Cat License Fees		937.00	
Miscellaneous Revenue- Dog and Cat Penalties		1,269.00	
State Registration Fees		789.00	
Due to Current Fund - Interest Earned		28.45	2,414.73
Other Deposits			218,960.63
Fire Penalty Fees			500.00
Forfeited Assets Trust Deposits			27,188.07
Recycling			7,490.43
Recreation			129,224.95
		<u>9,685.45</u>	<u>385,778.81</u>
		<u>18,062.73</u>	<u>1,835,064.88</u>
Decreased by Disbursements:			
State of N.J. - Board of Health		789.00	
Expenditures under R.S.4:19-15.11		7,824.02	
Due to/from Current Fund:			
Interest Earned		28.45	2,414.73
Interfund Advanced		2.08	96.47
Other Deposits			172,752.76
Fire Penalty Fees			1,500.00
Tax Sale Premiums Returned			91,000.00
Unemployment Insurance			1,243.46
Recreation			98,766.08
Recycling Expenditures			15,996.24
		<u>8,643.55</u>	<u>383,769.74</u>
Balance December 31, 2022	B	<u>\$ 9,419.18</u>	<u>\$ 1,451,295.14</u>

TOWN OF DOVER  
ASSESSMENT TRUST FUND  
ANALYSIS OF CASH  
YEAR ENDED DECEMBER 31, 2022

NOT APPLICABLE

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

	<u>Ref.</u>		
Balance December 31, 2021	B	\$	8,389.88
Increased by:			
Dog License Fees Collected		\$	6,662.00
Cat License Fees Collected			937.00
Miscellaneous Revenue- Dog and Cat Penalties			1,269.00
			8,868.00
			17,257.88
Decreased by:			
Expenditures Under R.S.4:19-15.11			7,824.02
Due from State of New Jersey Canceled			12.60
			7,836.62
Balance December 31, 2022	B	\$	9,421.26

License Fees Collected

<u>Year</u>		<u>Amount</u>
2020	\$	8,150.40
2021		7,907.60
		16,058.00
Maximum Allowable Reserve	\$	16,058.00

TOWN OF DOVER

COUNTY OF MORRIS

2022

GENERAL CAPITAL FUND

TOWN OF DOVER  
GENERAL CAPITAL FUND  
SCHEDULE OF CASH

	<u>Ref.</u>	
Balance December 31, 2021	C	\$ 8,235,068.34
Increased by:		
Capital Fund Balance:		
Premium on Bond Anticipation Notes	\$ 56,673.00	
Reserve to Pay Debt Service:		
Sale of Newberry Building	2,409,676.94	
Due Current Fund:		
Interest Earned	16,062.88	
Due Water Utility Capital Fund:		
Premium on Bond Anticipation Notes	9,028.00	
	2,491,440.82	10,726,509.16
Decreased by:		
Improvement Authorization Expenditures	3,252,614.49	
Due Current Fund:		
Interfund Advanced	121.91	
Interest Earned	16,062.88	
Special Emergency Notes Matured	508,534.57	
2022 Budget Appropriation Expenditures:		
Bond Anticipation Notes Matured	673,845.00	
Interest on Special Emergency Notes	12,319.60	
Interest on Notes	223,735.56	
Due Water Utility Operating Fund:		
2022 Budget Appropriation Expenditures:		
Bond Anticipation Notes Matured	56,000.00	
Interest on Notes	35,000.00	
Due Parking Utility Operating Fund:		
Special Emergency Notes Matured	33,334.43	
2022 Budget Appropriation Expenditures:		
Interest on Special Emergency Notes	850.48	
	4,812,418.92	5,914,090.24
Balance December 31, 2022	C	\$ 5,914,090.24

TOWN OF DOVER  
GENERAL CAPITAL FUND  
ANALYSIS OF CASH

	Balance/ (Deficit) Dec. 31, 2021	Receipts		Disbursements		Transfers		Balance/ (Deficit) Dec. 31, 2022
		Miscellaneous		Improvement Authorizations	Miscellaneous	From	To	
Fund Balance	\$ 122,032.59	\$ 56,673.00						\$ 56,673.00
Capital Improvement Fund	4,012.14							7,782.85
Downpayments on Improvements	792.20							792.20
Due Current Fund		16,062.88		\$ 1,434,619.52		534,702.08		(1,033,854.56)
Due Water Utility Operating Fund				91,000.00				(91,000.00)
Due Water Utility Capital Fund		9,028.00		34,184.91				9,028.00
Due Parking Utility Operating Fund								(34,184.91)
Encumbrances Payable	1,743,811.95					1,707,128.81		1,707,128.81
Reserve to Pay Debt Service	412,669.49	2,409,676.94				412,669.49		2,409,676.94

Improvement Authorizations:

Ord. No.	Improvement Description							
30-04	Various General Improvements	(449.00)						(449.00)
15-14	Various General Improvements and Equipment Purchases	184,412.12	\$ 26,888.02			26,888.02		184,412.12
13-15	Various General Improvements and Equipment Purchases	55,456.82	14,745.00					40,711.82
11-16	Various General Improvements	51,584.85	52,143.19			51,875.69		51,317.35
17-16	Improvement of Meridia Transit Plaza	977,589.75						977,589.75
09-17	Various Improvements	1,407.25	6,592.09			3,495.45		8,680.29
10-17	Various Improvements	784,500.00						784,500.00
01-18	Acquisition, Renovation and Improvement of the Berkeley College Building and Property	936,129.34	1,091,764.85			1,034,719.75		633,726.91
04-18	Various Improvements	296,165.99	86,442.41			105,585.94		287,821.64
05-19	Various Improvements	(925,686.25)	424,234.34			18,289.90		(930,246.29)
15-19	Various Improvements to Public Facilities	408,709.50						408,709.50
14-21	Various Improvements	3,181,929.60	1,058,829.14			199,653.70		1,923,446.76
15-22	Various Improvements		490,975.45			1,134,746.49		(1,479,492.65)
		\$ 8,235,068.34	\$ 2,491,440.82	\$ 3,252,614.49	\$ 1,559,804.43	\$ 4,281,872.13	\$ 4,281,872.13	\$ 5,914,090.24

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

Ord. No.	Improvement Description	Notes			Analysis of Balance Dec. 31, 2022			Unexpended Improvement Authorizations
		Balance Dec. 31, 2021	2022 Authorizations	Paid by Budget Appropriation	Balance Dec. 31, 2022	Bond Anticipation Notes	Expenditures	
30-04	Various General Improvements	\$ 449.00		\$ 449.00	\$ 449.00		\$ 449.00	
11-16	Various General Improvements	2,850,000.00		\$ 133,297.00	2,716,703.00	\$ 2,716,703.00		
17-16	Improvement of Meridia Transit Plaza	1,398,905.00		81,513.00	1,317,392.00	1,317,392.00		
09-17	Various Improvements	2,522,380.50		135,087.00	2,387,293.50	2,387,293.50		
01-18	Acquisition, Renovation and Improvement of the Berkeley College Building and Property	7,868,850.00		181,571.00	7,687,279.00	7,687,279.00		
04-18	Various Improvements	2,850,000.00		120,866.00	2,729,134.00	2,729,134.00		
05-19	Various Improvements	950,000.00			950,000.00		930,246.29	\$ 19,753.71
15-19	Various Improvements to Public Facilities	408,709.50		21,511.00	387,198.50	387,198.50		
14-21	Various Improvements	3,321,577.26			3,321,577.26	3,321,577.00		0.26
15-22	Various Improvements		\$ 2,924,585.71		2,924,585.71		1,479,492.65	1,445,093.06
		<u>\$ 22,170,871.26</u>	<u>\$ 2,924,585.71</u>	<u>\$ 673,845.00</u>	<u>\$ 24,421,611.97</u>	<u>\$ 20,546,577.00</u>	<u>\$ 2,410,187.94</u>	<u>\$ 1,464,847.03</u>
Ref.		C	C					
					Improvement Authorizations - Unfunded			\$ 5,747,458.94
					Less: Unexpended Proceeds of Bond Anticipation Notes Issued:			
					Ord.# 11-16	\$ 51,317.35		
					Ord.# 17-16	977,589.75		
					Ord.# 1-18	633,726.91		
					Ord.# 4-18	287,821.64		
					Ord.# 15-19	408,709.50		
					Ord.# 14-21	1,923,446.76		4,282,611.91
								<u>\$ 1,464,847.03</u>



TOWN OF DOVER  
GENERAL CAPITAL FUND  
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

Ord. No.	Improvement Description	Date	Ordinance Amount	Balance Dec. 31, 2021		2022 Authorizations			Prior Year		Balance Dec. 31, 2022	
				Funded	Unfunded	Future Taxation Unfunded	Capital Improvement Fund	Paid or Charged	Returned	Funded	Unfunded	
15-14	Various General Improvements and Equipment Purchases	07/22/14	\$ 2,057,812.11	\$ 184,412.12		\$		26,888.02	\$ 26,888.02	\$ 184,412.12		
13-15	Various General Improvements and Equipment Purchases	09/22/15	3,000,000.00	55,456.82				14,745.00		40,711.82		
11-16	Various General Improvements	05/24/16	3,000,000.00	\$ 51,584.85				52,143.19	51,875.69		\$ 51,317.35	
17-16	Improvement of Meridia Transit Plaza	07/12/16	2,000,000.00	977,589.75								977,589.75
09-17	Various Improvements	05/09/17	3,000,000.00	1,407.25								
10-17	Various Improvements	05/09/17	8,000,000.00	784,500.00				10,087.54	8,680.29	784,500.00		
01-18	Acquisition, Renovation and Improvement of the Berkeley College Building and Property	02/27/18	16,000,000.00	936,129.34				1,337,122.18	1,034,719.75			633,726.91
04-18	Various Improvements	04/24/18	3,000,000.00	296,165.99				192,028.35	183,684.00			287,821.64
05-19	Various Improvements	05/30/19	1,000,000.00	24,313.75				442,524.24	437,964.20			19,753.71
15-19	Various Improvements to Public Facilities	05/30/19	408,709.50	408,709.50								408,709.50
14-21	Various Improvements	12/30/21	3,487,656.12	3,181,929.86				1,258,482.84				1,923,447.02
15-22	Various Improvements	06/28/22	3,070,815.00				\$ 2,924,585.71	1,625,721.94				1,445,093.06
				\$ 2,39,868.94	\$ 6,662,330.29		\$ 2,924,585.71	\$ 4,959,743.30	\$ 1,743,811.95	\$ 1,009,623.94		\$ 5,747,458.94

Ref.

C C C

C C C

Cash Disbursed	\$ 3,252,614.49
Encumbrances Payable	1,707,128.81
	<u>\$ 4,959,743.30</u>

TOWN OF DOVER  
GENERAL CAPITAL FUND  
SCHEDULE OF CAPITAL IMPROVEMENT FUND  
FOR THE YEAR ENDED DECEMBER 31, 2022

	<u>Ref.</u>	
Balance December 31, 2021	C	\$ 4,012.14
Increased by:		
Current Fund Budget Appropriation		150,000.00
		154,012.14
Decreased by:		
Appropriated to Finance Improvement Authorizations		146,229.29
		146,229.29
Balance December 31, 2022	C	\$ 7,782.85

GENERAL CAPITAL FUND  
SCHEDULE OF DOWN PAYMENTS ON IMPROVEMENTS

	<u>Ref.</u>	
Balance December 31, 2021	C	\$ 792.20
Balance December 31, 2022	C	\$ 792.20

TOWN OF DOVER  
GENERAL CAPITAL FUND  
SCHEDULE OF BOND ANTICIPATION NOTES PAYABLE  
FOR THE YEAR ENDED DECEMBER 31, 2022

Ord. No.	Improvement Description	Date of				Interest Rate	Balance Dec. 31, 2021	Issued	Matured	Balance Dec. 31, 2022
		Issue of Original Note	Issue	Maturity						
11-2016	Various General Improvements	05/30/19	05/26/21	05/26/22	1.25%	\$ 2,850,000.00	\$ 2,716,703.00	\$ 2,850,000.00	\$ 2,716,703.00	
		05/30/19	05/23/22	01/25/23	3.00%					
17-2016	Various General Improvements	06/16/17	05/26/21	05/26/22	1.25%	1,398,905.00	1,317,392.00	1,398,905.00	1,317,392.00	
		06/16/17	05/23/22	01/25/23	3.00%					
09-2017	Various General Improvements	06/16/17	05/26/21	05/26/22	1.25%	2,522,380.50	2,387,293.50	2,522,380.50	2,387,293.50	
		06/16/17	05/23/22	01/25/23	3.00%					
01-2018	Acquisition, Renovation and Improvement of the Berkeley College Building and Property	05/31/18	05/26/21	05/26/22	1.25%	7,368,850.00	7,198,816.00	7,368,850.00	7,198,816.00	
		05/31/18	05/23/22	01/25/23	3.00%					
		05/31/18	05/26/21	05/26/22	1.25%	500,000.00	488,463.00	500,000.00	488,463.00	
		05/31/18	05/23/22	01/25/23	3.00%					
04-2018	Various General Improvements	05/30/19	05/26/21	05/26/22	1.25%	2,850,000.00	2,729,134.00	2,850,000.00	2,729,134.00	
		05/30/19	05/23/22	01/25/23	3.00%					
15-2019	Various Improvements to Public Facilities	05/30/19	05/26/21	05/26/22	1.25%	408,709.50	387,198.50	408,709.50	387,198.50	
		05/30/19	05/23/22	01/25/23	3.00%					
14-2021	Various General Improvements	12/30/21	12/30/21	12/30/22	0.75%	3,321,577.00	3,321,577.00	3,321,577.00	3,321,577.00	
		12/30/21	12/29/22	01/25/23	4.00%					
						\$ 21,220,422.00	\$ 20,546,577.00	\$ 21,220,422.00	\$ 20,546,577.00	
						Ref.	C			
						Renewals	\$ 20,546,577.00	\$ 20,546,577.00		
						Paid by Budget Appropriation	673,845.00	673,845.00		
						\$ 20,546,577.00	\$ 21,220,422.00	\$ 21,220,422.00		

TOWN OF DOVER  
GENERAL CAPITAL FUND  
SCHEDULE OF SERIAL BONDS PAYABLE

Purpose	Date of Issue	Amount of Original Issue	Maturities of Bonds Outstanding		Interest Rate	Balance Dec. 31, 2021	Matured	Balance Dec. 31, 2022
			Date	Amount				
General Improvement Bonds of 2013A	9/15/13	\$ 4,733,000.00	09/15/23	\$ 633,000.00	3.250%	\$ 1,273,000.00	\$ 640,000.00	\$ 633,000.00
General Improvement Bonds of 2016	7/20/16	4,807,000.00	08/01/23	310,000.00	2.000%			
			08/01/24	310,000.00	2.000%			
			08/01/25	305,000.00	2.000%			
			08/01/26	305,000.00	2.000%			
			08/01/27	290,000.00	2.000%			
			08/01/28	290,000.00	2.000%			
			08/01/29	290,000.00	2.000%			
			08/01/30	280,000.00	2.000%			
			08/01/31	280,000.00	2.125%			
			08/01/32	280,000.00	2.500%			
			08/01/33	282,000.00	2.500%		320,000.00	3,222,000.00
						<u>\$ 3,542,000.00</u>		
						<u>\$ 4,815,000.00</u>	<u>\$ 960,000.00</u>	<u>\$ 3,855,000.00</u>

Ref.

C

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TOWN OF DOVER  
GENERAL CAPITAL FUND  
SCHEDULE OF MORRIS COUNTY IMPROVEMENT AUTHORITY LEASE PAYABLE  
YEAR ENDED DECEMBER 31, 2022

NOT APPLICABLE

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, 2021</u>	<u>2022 Authorizations</u>	<u>Balance Dec. 31, 2022</u>
30-2004	Various General Improvements	\$ 449.00		\$ 449.00
05-2019	Various General Improvements	950,000.00		950,000.00
14-2021	Various General Improvements	0.26		0.26
15-2022	Various General Improvements		\$ 2,924,585.71	2,924,585.71
		<u>\$ 950,449.26</u>	<u>\$ 2,924,585.71</u>	<u>\$ 3,875,034.97</u>

TOWN OF DOVER

COUNTY OF MORRIS

2022

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, 2021	D	\$ 2,837,817.24	\$ 2,136,255.44
Increased by Receipts:			
Scrap Metal Recycling		\$ 15,746.93	
Interest on Investments - Treasurer		3,562.81	
Due from Current Fund:			
Interfund Returned		1,000,000.00	
Due Water Utility Operating Fund:			
Interest Earned			\$ 2,678.98
Due Water Utility Capital Fund:			
Interest Earned		2,678.98	
Interfund Advanced		117.54	
		<u>1,022,106.26</u>	<u>2,678.98</u>
		3,859,923.50	2,138,934.42
Decreased by Disbursements:			
2022 Appropriation Expenditures		3,053,377.13	
2021 Appropriation Reserves		177,897.87	
Accounts Payable		24,167.89	
Interest on Bonds		95,400.00	
Interest on Loans		5,731.60	
Due Water Utility Operating Fund:			
Interest Earned			2,678.98
Interfund Advanced			117.54
Improvement Authorizations Expenditures			1,519,400.94
		<u>3,356,574.49</u>	<u>1,522,197.46</u>
Balance December 31, 2022	D	<u>\$ 503,349.01</u>	<u>\$ 616,736.96</u>



TOWN OF DOVER  
WATER UTILITY CAPITAL FUND  
ANALYSIS OF CASH

Ord. No.	General Improvements	Balance/ (Deficit) Dec. 31, 2021	Receipts		Disbursements		Transfers		Balance/ (Deficit) Dec. 31, 2022
			Miscellaneous	Miscellaneous	Miscellaneous	Improvement Authorizations	From	To	
Fund Balance		\$ 54,072.27						\$ 9,028.00	\$ 63,100.27
Capital Improvement Fund		413,773.48						200,000.00	613,773.48
Due General Capital Fund								\$ 9,028.00	(9,028.00)
Due Water Utility Operating Fund			\$ 2,678.98	\$ 2,796.52				200,000.00	(200,117.54)
Reserve for Encumbrances Payable		1,531,715.83						1,531,715.83	3,586,626.12
10-01	Various Improvements for the Water Department	(714.28)							(714.28)
03-11	Various Improvements for the Water Department	(46,081.00)							(46,081.00)
10-12	Various Improvements for the Water Department	(750.00)							(750.00)
11-13	Various Improvements for the Water Department	59,947.85				\$ 2,206.00		24.12	59,947.85
14-15	Various Improvements for the Water Department	0.02				11,142.50		3,857.50	0.02
12-16	Various Improvements for the Water Department	6,122.68				17,308.23		80,450.21	6,122.68
8-17	Various Improvements for the Water Department	5,349.23				194,512.60		51,139.28	240,302.65
5-18	Various Improvements for the Water Department	(841,303.81)				45,361.40		1,001,473.46	(1,850,000.00)
6-19	Various Improvements for the Water Department	(2,205,876.83)				977,360.14		760,556.56	(2,805,507.58)
23-21	Various Improvements for the Water Department	3,160,000.00				271,510.07		1,689,124.99	1,199,364.94
		\$ 2,136,255.44	\$ 2,678.98	\$ 2,796.52	\$ 1,519,400.94	\$ 5,327,369.95	\$ 5,327,369.95	\$ 5,327,369.95	\$ 616,736.96

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

	<u>Ref.</u>	
Balance December 31, 2021	D	\$ 477,351.52
Increased by:		
Water Rents Levied		4,312,580.01
		<u>4,789,931.53</u>
Decreased by:		
Collections	\$ 4,597,573.42	
Overpayments Applied	<u>4,076.08</u>	
		<u>4,601,649.50</u>
Balance December 31, 2022	D	<u>\$ 188,282.03</u>

TOWN OF DOVER  
WATER UTILITY OPERATING FUND  
SCHEDULE OF INVENTORY

	<u>Ref.</u>	
Balance December 31, 2021	D	\$ 101,792.60
Increased by:		
Adjustment to Listing Submitted by Water Superintendent		<u>47,107.20</u>
Balance December 31, 2022	D	<u><u>\$ 148,899.80</u></u>

TOWN OF DOVER  
WATER UTILITY CAPITAL FUND  
SCHEDULE OF FIXED CAPITAL

	Balance Dec. 31, 2021	Transferred from Fixed Capital Authorized and Uncompleted	Balance Dec. 31, 2022
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	4,033,529.12	\$ 2,818,214.16	6,851,743.28
Improvement of Water Supply and Distribution System	405,000.00		405,000.00
	<u>\$ 8,466,085.95</u>	<u>\$ 2,818,214.16</u>	<u>\$ 11,284,300.11</u>

Ref.

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D

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

Improvement Description	No.	Ordinance		Balance Dec. 31, 2021	2022 Authorizations	Costs to Fixed Capital	Balance Dec. 31, 2022
		Date	Amount				
Various Improvements for the Water Department	18-03	06/10/03	\$ 2,800,000.00	\$ 2,533,214.16		\$ 2,533,214.16	
Various Improvements for the Water Department	10-12	07/24/12	285,000.00	285,000.00		285,000.00	
Various Improvements for the Water Department	11-13	07/23/13	500,000.00	500,000.00			\$ 500,000.00
Various Improvements for the Water Department	14-15	08/22/15	1,500,000.00	1,500,000.00			1,500,000.00
Various Improvements for the Water Department	12-16	05/24/16	3,000,000.00	3,000,000.00			3,000,000.00
Various Improvements for the Water Department	8-17	05/09/17	3,000,000.00	3,000,000.00			3,000,000.00
Various Improvements for the Water Department	5-18	04/24/18	2,000,000.00	2,000,000.00			2,000,000.00
Various Improvements for the Water Department	6-19	06/25/19	3,000,000.00	3,000,000.00			3,000,000.00
Various Improvements for the Water Department	23-21	09/28/21	3,160,000.00	3,160,000.00			3,160,000.00
Various Improvements to the Water System	21-22	09/13/22	3,150,000.00		\$ 3,150,000.00		3,150,000.00
				<u>\$ 18,978,214.16</u>	<u>\$ 3,150,000.00</u>	<u>\$ 2,818,214.16</u>	<u>\$ 19,310,000.00</u>

Ref.

D

D

TOWN OF DOVER  
WATER UTILITY OPERATING FUND  
SCHEDULE OF 2021 APPROPRIATION RESERVES  
YEAR ENDED DECEMBER 31, 2022

	<u>Balance</u> <u>Dec. 31, 2021</u>	<u>Balance</u> <u>After</u> <u>Modification</u>	<u>Paid or</u> <u>Charged</u>	<u>Balance</u> <u>Lapsed</u>
Operating:				
Salaries and Wages	\$ 14,198.43	\$ 14,198.43		\$ 14,198.43
Other Expenses	266,039.47	266,039.47	\$ 194,225.93	71,813.54
Statutory Expenditures:				
Contribution to:				
Social Security System (O.A.S.I.)	37,363.77	37,363.77		37,363.77
Unemployment Compensation Insura	10,000.00	10,000.00		10,000.00
	<u>\$ 327,601.67</u>	<u>\$ 327,601.67</u>	<u>\$ 194,225.93</u>	<u>\$ 133,375.74</u>

Analysis of Balance December 31, 2021:

	<u>Ref.</u>	
Unencumbered	D	\$ 195,179.40
Encumbered	D	<u>132,422.27</u>
		<u>\$ 327,601.67</u>

Cash Disbursed	\$ 177,897.87
Accounts Payable	<u>16,328.06</u>
	<u>\$ 194,225.93</u>



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

	<u>Ref.</u>	
Balance December 31, 2021	D	\$ 413,773.48
Increased by:		
Budget Appropriation - Due from Water Utility Operating Fund		<u>200,000.00</u>
Balance December 31, 2022	D	<u>\$ 613,773.48</u>



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

Ord. No.	Improvement Description	Date of Ordinance	Balance		Paid by Budget Appropriation	Balance Dec. 31, 2022
			Dec. 31, 2021			
18-03	Various Improvements for the Water Department	06/10/03	\$ 16,300.00		\$	16,300.00
03-09	Various Improvements for the Water Department	02/24/09	128,050.80	\$ 33,262.70	\$	161,313.50
03-11	Various Improvements for the Water Department	03/14/11	116,173.29	10,944.34		127,117.63
10-12	Various Improvements for the Water Department	07/24/12	14,250.00			14,250.00
08-17	Various Improvements for the Water Department	05/09/17	200,000.00	56,000.00		256,000.00
05-18	Various Improvements for the Water Department	04/24/18	150,000.00			150,000.00
06-19	Various Improvements for the Water Department	06/25/19	143,000.00			143,000.00
			<u>\$ 767,774.09</u>	<u>\$ 100,207.04</u>		<u>\$ 867,981.13</u>
		<u>Ref.</u>			D	
	New Jersey Environmental Infrastructure Trust Loans			\$ 44,207.04		
	Bond Anticipation Notes			<u>56,000.00</u>		
				<u>\$ 100,207.04</u>		

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

Purpose	Date of Issue	Original Issue	Maturities of Bonds		Int. Rate	Balance Dec. 31, 2021	Matured	Balance Dec. 31, 2022
			Date	Amount				
Water Improvements	09/15/13	\$ 770,000.00	09/15/23	\$ 50,000.00	3.250%			
			09/15/24	70,000.00	3.250%			
			09/15/25	70,000.00	3.250%			
			09/15/26	70,000.00	3.250%			
			09/15/27	70,000.00	3.250%			
			09/15/28	70,000.00	3.250%	\$ 445,000.00	\$ 45,000.00	\$ 400,000.00
Water Refunding Issue	11/26/13	1,725,000.00	09/1/23	200,000.00	3.000%	405,000.00	205,000.00	200,000.00
Water Improvements			8/1/23	290,000.00	2.000%			
			8/1/24	290,000.00	2.000%			
			8/1/25	280,000.00	2.000%			
			8/1/26	280,000.00	2.000%			
			8/1/27	275,000.00	2.000%			
			8/1/28	275,000.00	2.000%			
			8/1/29	275,000.00	2.000%			
			8/1/30	270,000.00	2.000%			
			8/1/31	270,000.00	2.125%			
			8/1/32	270,000.00	2.500%			
			8/1/33	262,000.00	2.500%	3,332,000.00	295,000.00	3,037,000.00
						<u>\$ 4,182,000.00</u>	<u>\$ 545,000.00</u>	<u>\$ 3,637,000.00</u>

Ref.

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TOWN OF DOVER  
 WATER UTILITY CAPITAL FUND  
 SCHEDULE OF BOND ANTICIPATION NOTES PAYABLE  
 YEAR ENDED DECEMBER 31, 2022

Ord. No.	Improvement Description	Date of		Maturity	Interest Rate	Balance Dec. 31, 2021	Issued	Matured	Balance Dec. 31, 2022
		Issue	Original Note						
8-17	Various Improvements for the Water Department	05/31/18	05/26/21	05/26/22	1.25%	\$ 2,800,000.00	\$ 2,744,000.00	\$ 2,800,000.00	\$ 2,744,000.00
		05/31/18	05/23/22	01/25/23	3.00%				
23-21	Various Improvements for the Water Department	12/30/21	12/30/21	12/30/22	0.75%	3,160,000.00	3,160,000.00	3,160,000.00	3,160,000.00
		12/30/21	12/29/22	01/25/23	4.00%				
						<u>\$ 5,960,000.00</u>	<u>\$ 5,904,000.00</u>	<u>\$ 5,960,000.00</u>	<u>\$ 5,904,000.00</u>
					Ref.	D			D
					Renewals		\$ 5,904,000.00	\$ 5,904,000.00	
					Paid by Budget Appropriation			56,000.00	
							<u>\$ 5,904,000.00</u>	<u>\$ 5,960,000.00</u>	<u>\$ 5,904,000.00</u>

TOWN OF DOVER  
WATER UTILITY CAPITAL FUND  
SCHEDULE OF NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE TRUST LOANS

Ord. No.	Improvement Description	Balance Dec. 31, 2021	Matured	Balance Dec. 31, 2022
03-09	Various Improvements for the Water Department	\$ 266,101.83	\$ 33,262.70	\$ 232,839.13
03-11	Various Improvements for the Water Department	112,729.71	10,944.34	101,785.37
		<u>\$ 378,831.54</u>	<u>\$ 44,207.04</u>	<u>\$ 334,624.50</u>
		D		D

SCHEDULE OF PRINCIPAL PAYMENTS OUTSTANDING - FUND LOAN AGREEMENT - DECEMBER 31, 2022

Payment Number	Due Date	Principal	Balance of Loan
			\$ 162,839.13
26	2/1/23	\$ 7,754.23	155,084.90
27	8/1/23	15,508.47	139,576.43
28	2/1/24	7,754.23	131,822.20
29	8/1/24	15,508.47	116,313.73
30	2/1/25	7,754.23	108,559.50
31	8/1/25	15,508.47	93,051.03
32	2/1/26	7,754.23	85,296.80
33	8/1/26	15,508.47	69,788.33
34	2/1/27	7,754.23	62,034.10
35	8/1/27	15,508.47	46,525.63
36	2/1/28	7,754.23	38,771.40
37	8/1/28	15,508.47	23,262.93
38	2/1/29	7,754.23	15,508.70
39	8/1/29	15,508.70	
		<u>\$ 162,839.13</u>	

SCHEDULE OF PRINCIPAL PAYMENTS OUTSTANDING - TRUST LOAN AGREEMENT - DECEMBER 31, 2022

Payment Number	Due Date	Interest	Principal	Balance of Loan
				\$ 70,000.00
26	2/1/23	\$ 1,375.00		70,000.00
27	8/1/23	1,375.00	\$ 10,000.00	60,000.00
28	2/1/24	1,175.00		60,000.00
29	8/1/24	1,175.00	10,000.00	50,000.00
30	2/1/25	975.00		50,000.00
31	8/1/25	975.00	10,000.00	40,000.00
32	2/1/26	775.00		40,000.00
33	8/1/26	775.00	10,000.00	30,000.00
34	2/1/27	600.00		30,000.00
35	8/1/27	600.00	10,000.00	20,000.00
36	2/1/28	400.00		20,000.00
37	8/1/28	400.00	10,000.00	10,000.00
38	2/1/29	200.00		10,000.00
39	8/1/29	200.00	10,000.00	
		<u>\$ 11,000.00</u>	<u>\$ 70,000.00</u>	

TOWN OF DOVER  
WATER UTILITY CAPITAL FUND  
SCHEDULE OF NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE LOAN  
(Continued)

SCHEDULE OF PRINCIPAL PAYMENTS OUTSTANDING - SUPPLEMENTAL FUND LOAN AGREEMENT - DECEMBER 31, 2022

Payment Number	Due Date	Principal	Balance of Loan
			\$ 73,119.37
22	2/1/2023	\$ 2,708.11	70,411.26
23	8/1/2023	5,416.23	64,995.03
24	2/1/2024	2,708.11	62,286.92
25	8/1/2024	5,416.23	56,870.69
26	2/1/2025	2,708.11	54,162.58
27	8/1/2025	5,416.23	48,746.35
28	2/1/2026	2,708.11	46,038.24
29	8/1/2026	5,416.23	40,622.01
30	2/1/2027	2,708.11	37,913.90
31	8/1/2027	5,416.23	32,497.67
32	2/1/2028	2,708.11	29,789.56
33	8/1/2028	5,416.23	24,373.33
34	2/1/2029	2,708.11	21,665.22
35	8/1/2029	5,416.23	16,248.99
36	2/1/2030	2,708.11	13,540.88
37	8/1/2030	5,416.23	8,124.65
38	2/1/2031	2,708.11	5,416.54
39	8/1/2031	5,416.54	
		<u>\$ 73,119.37</u>	

SCHEDULE OF PRINCIPAL PAYMENTS OUTSTANDING - SUPPLEMENTAL TRUST LOAN AGREEMENT - DECEMBER 31, 2022

Payment Number	Due Date	Interest	Principal	Balance of Loan
				\$ 28,666.00
11	8/1/2023	\$ 974.26	\$ 2,876.00	25,790.00
12	8/1/2024	912.70	2,938.00	22,852.00
13	8/1/2025	845.70	3,005.00	19,847.00
14	8/1/2026	773.88	3,076.00	16,771.00
15	8/1/2027	697.58	3,153.00	13,618.00
16	8/1/2028	602.34	3,248.00	10,370.00
17	8/1/2029	501.64	3,349.00	7,021.00
18	8/1/2030	395.46	3,455.00	3,566.00
19	8/1/2031	283.86	3,566.00	
		<u>\$ 5,987.42</u>	<u>\$ 28,666.00</u>	

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

Ord. No.	Ord. Date	Improvement Description	Balance	
			Dec. 31, 2021	2022 Authorizations
10-01	05/08/01	Various Improvements for the Water Department	\$ 714.28	\$ 714.28
03-11	03/14/11	Various Improvements for the Water Department	46,081.00	46,081.00
10-12	07/24/12	Various Improvements for the Water Department	750.00	750.00
05-18	04/24/18	Various Improvements for the Water Department	1,850,000.00	1,850,000.00
06-19	06/25/19	Various Improvements for the Water Department	2,857,000.00	2,857,000.00
21-22	09/13/22	Various Improvements to the Water System		\$ 3,150,000.00
			<u>\$ 4,754,545.28</u>	<u>\$ 3,150,000.00</u>
			<u>\$ 4,754,545.28</u>	<u>\$ 7,904,545.28</u>

TOWN OF DOVER

COUNTY OF MORRIS

2022

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, 2021	E	\$ 148,614.67	\$ 362,312.35
Increased by Receipts:			
Parking Meters	\$	197,952.49	
Parking Permits - Decals		116,902.42	
Interest Earned		413.85	
Due Parking Utility Operating Fund			911.83
Interest Earned		911.83	
Due to Parking Utility Capital Fund:			
Interest Earned		911.83	
Interfund Advanced		247.09	
		316,427.68	911.83
		465,042.35	363,224.18
Decreased by Disbursements:			
2022 Appropriation Expenditures		251,539.55	
2021 Appropriation Reserves		11,421.09	
Interest on Bonds		18,797.50	
Due Current Fund:			
2022 Appropriation Expenditures		35,183.10	
Due Parking Utility Operating Fund			911.83
Interest Earned			247.09
Interfund Advanced			
		316,941.24	1,158.92
Balance December 31, 2022	E	\$ 148,101.11	\$ 362,065.26



TOWN OF DOVER  
PARKING UTILITY CAPITAL FUND  
ANALYSIS OF CASH

	<u>Balance</u> <u>Dec. 31, 2021</u>	<u>Receipts</u> <u>Miscellaneous</u>	<u>Disbursements</u> <u>Miscellaneous</u>	<u>Balance/(Deficit)</u> <u>Dec. 31, 2022</u>
Capital Improvement Fund	\$ 17,668.23			\$ 17,668.23
Due Parking Utility Operating Fund		\$ 911.83	\$ 1,158.92	(247.09)
Fund Balance	5,480.86			5,480.86
<u>Ord.</u>				
<u>No.</u>	<u>General Improvements</u>			
17-2006;				
33-2006	Various Improvements	315.44		315.44
17-2014	Various Improvements	338,076.37		338,076.37
15-2015	New Vehicle	771.45		771.45
		<u>\$ 362,312.35</u>	<u>\$ 911.83</u>	<u>\$ 1,158.92</u>
				<u>\$ 362,065.26</u>

TOWN OF DOVER  
PARKING UTILITY CAPITAL FUND  
SCHEDULE OF FIXED CAPITAL

	Balance Dec. 31, 2021	Transferred from Fixed Capital Authorized and Uncompleted	Balance Dec. 31, 2022
Parking Authority Facilities	\$ 494,637.93	\$ 864,300.00	\$ 1,358,937.93
Parking Meters	<u>116,177.47</u>	<u>                    </u>	<u>116,177.47</u>
	<u>\$ 610,815.40</u>	<u>\$ 864,300.00</u>	<u>\$ 1,475,115.40</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>Balance</u>	<u>Costs to</u>	<u>Balance</u>
	<u>No.</u>	<u>Date</u>	<u>Amount</u>	<u>Dec. 31, 2021</u>	<u>Fixed Capital</u>	<u>Dec. 31, 2022</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	370,714.00	\$ 370,714.00	
Various Improvements	04-11	03/22/11	493,586.00	493,586.00	493,586.00	
Various Improvements	17-14	07/22/14	392,300.00	391,615.00		391,615.00
Purchase of New Vehicle	15-15	08/22/15	25,000.00	25,000.00		25,000.00
				<u>\$ 1,327,229.00</u>	<u>\$ 864,300.00</u>	<u>\$ 462,929.00</u>
				<u>Ref.</u>	<u>E</u>	<u>E</u>

TOWN OF DOVER  
PARKING UTILITY OPERATING FUND  
SCHEDULE OF 2021 APPROPRIATION RESERVES  
YEAR ENDED DECEMBER 31, 2022

	<u>Balance</u> <u>Dec. 31, 2021</u>	<u>Balance</u> <u>After</u> <u>Modification</u>	<u>Paid or</u> <u>Charged</u>	<u>Balance</u> <u>Lapsed</u>
Operating:				
Salaries and Wages	\$ 71,576.37	\$ 71,576.37		\$ 71,576.37
Other Expenses	47,494.75	47,494.75	\$ 11,421.09	36,073.66
Statutory Expenditures:				
Unemployment Compensation Insurance	580.00	580.00		580.00
Disability Insurance	436.09	436.09		436.09
	<u>\$ 120,087.21</u>	<u>\$ 120,087.21</u>	<u>\$ 11,421.09</u>	<u>\$ 108,666.12</u>

Ref.

Analysis of Balance December 31, 2021:

Unencumbered	E	\$ 116,995.28
Encumbered	E	<u>3,091.93</u>
		<u>\$ 120,087.21</u>

TOWN OF DOVER  
PARKING UTILITY CAPITAL FUND  
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

Ord. No.	Improvement Description	Ordinance		Balance	Balance
		Date	Amount	Dec. 31, 2021 Funded	Dec. 31, 2022 Funded
17-06; 33-06	Various Improvements	07/25/06; 12/12/06	\$ 40,000.00 6,314.00	\$ 315.44	\$ 315.44
17-14	Various Improvements	7/22/14	392,300.00	338,076.37	338,076.37
15-15	New Vehicle	8/22/15	25,000.00	771.45	771.45
				<u>\$ 339,163.26</u>	<u>\$ 339,163.26</u>
			<u>Ref.</u>	E	E

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

	<u>Ref.</u>	
Balance December 31, 2021	E	<u>\$ 17,668.23</u>
Balance December 31, 2022	E	<u><u>\$ 17,668.23</u></u>

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

Ord. No.	Improvement Description	Date of Ordinance	Balance Dec. 31, 2021	Transferred to Reserve for Amortization	Balance Dec. 31, 2022
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	33,620.00	\$ 33,620.00	
04-11	Various Improvements	03/22/11	24,680.00	24,680.00	
17-14	Various Improvements	07/22/14	19,615.00		19,615.00
			<u>\$ 124,229.00</u>	<u>\$ 58,300.00</u>	<u>\$ 65,929.00</u>
		<u>Ref.</u>	E		E

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

Purpose	Date of Issue	Amount of Original Issue	Maturities of Bonds		Interest Rate	Balance Dec. 31, 2021	Matured	Balance Dec. 31, 2022
			Outstanding Date	Amount				
Parking Utility Capital Bonds Series 2013A	9/12/2013	\$ 791,000.00	09/15/23	\$ 60,000.00	3.250%			
			09/15/24	60,000.00	3.250%			
			09/15/25	60,000.00	3.250%			
			09/15/26	60,000.00	3.250%			
			09/15/27	60,000.00	3.250%			
			09/15/28	56,000.00	3.250%	\$ 411,000.00	\$ 55,000.00	\$ 356,000.00
Parking Utility Capital Bonds Series 2016	7/20/2016	397,000.00	08/01/23	30,000.00	2.000%			
			08/01/24	30,000.00	2.000%			
			08/01/25	30,000.00	2.000%			
			08/01/26	30,000.00	2.000%			
			08/01/27	30,000.00	2.000%			
			08/01/28	35,000.00	2.000%			
		08/01/29	35,000.00	2.000%				
		08/01/30	37,000.00	2.000%	282,000.00	25,000.00	257,000.00	
					\$ 693,000.00	\$ 80,000.00	\$ 613,000.00	

Ref.

E

E



TOWN OF DOVER  
PARKING UTILITY CAPITAL FUND  
SCHEDULE OF BOND ANTICIPATION NOTES PAYABLE  
YEAR ENDED DECEMBER 31, 2022

NOT APPLICABLE

TOWN OF DOVER  
PARKING UTILITY CAPITAL FUND  
SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED  
YEAR ENDED DECEMBER 31, 2022

NOT APPLICABLE

TOWN OF DOVER  
PARKING UTILITY OPERATING FUND  
SCHEDULE OF SPECIAL EMERGENCY NOTES PAYABLE

Dates Authorized	Purpose	Date of		Interest Rate	Balance Dec. 31, 2021	Issued	Matured	Balance Dec. 31, 2022
		Issue	Maturity					
2020	Special Emergency Notes - Covid Emergency	5/26/2021	5/25/2022	0.750%	\$ 166,672.14	\$ 133,337.71	\$ 166,672.14	\$ 133,337.71
		5/25/2022	5/24/2023	2.975%				
					\$ 166,672.14	\$ 133,337.71	\$ 166,672.14	\$ 133,337.71
				Ref.	E			E

TOWN OF DOVER  
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
YEAR ENDED DECEMBER 31, 2022

Name of Federal Agency or Department/ Pass Thru Agency	Federal Program/ State Program Account #	Assistance Listing Number	Grant Award	Grant Period		Receipts	Expenditures	Cumulative Expenditures	Amount Paid to Subrecipients
				From	To				
<u>U.S. Department of Treasury</u>									
(Passed Thru NJ Department of Community Affairs)	COVID-19 American Rescue Plan Coronavirus State and Local/Fiscal Recovery Funds	21.027	\$ 1,855,250.13	03/03/21	12/31/24	\$ 927,625.07	\$ 1,855,250.00	\$ 1,855,250.00	
	Total U.S. Department of Treasury					927,625.07	1,855,250.00	1,855,250.00	
<u>U.S. Department of Housing and Urban Development</u>									
(Passed Thru NJ Department of Community Affairs)	State Administered CDBG Program: Small Cities Community Development Block Grant Program: Housing Rehabilitation	14.228	49,500.00	02/01/15	12/31/23		12,500.00	12,500.00	
	Total U.S. Department of Housing and Urban Development						12,500.00	12,500.00	
<u>U.S. Department of Justice</u>									
(Passed Thru NJ Department of Law and Public Safety)	Bulletproof Vest Program	16.607	4,994.10	01/01/21	12/31/22		4,994.10	4,994.10	
	Total U.S. Department of Justice	16.607	5,301.00	01/01/22	12/31/23		5,295.36	5,295.36	
							10,289.46	10,289.46	
							10,289.46	10,289.46	
<u>U.S. Department of Homeland Security</u>									
(Passed Thru NJ Department of Law and Public Safety)	New Jersey State Police Emergency Management Performance Grants	97.042	10,000.00	01/01/21	12/31/23		8,099.96	8,099.96	
FEMA	Assistance to Firefighters Assistance to Firefighters	97.044	41,862.85	01/01/19	12/31/23		2,072.77	37,701.69	
	Total U.S. Department of Homeland Security	97.044	75,051.71	01/01/21	12/31/23		1,235.87	20,409.03	
							3,308.64	58,110.72	
							11,408.60	66,210.68	
<u>U.S. Department of Transportation</u>									
Highway Safety Cluster: (Passed Thru NJ Department of Transportation)	Click It or Ticket Click It or Ticket	20.616	5,500.00	01/01/19	12/31/22		2,640.00	5,500.00	
	Total U.S. Department of Transportation	20.616	7,000.00	01/01/22	12/31/23	7,000.00	2,640.00	5,500.00	
(Passed Thru NJ Department of Law and Public Safety)	Drive Sober Or Get Pulled Over	20.616	6,000.00	01/01/22	12/31/23	6,000.00			
	Pedestrian Safety Grant	20.616	15,000.00	01/01/22	12/31/23	13,980.00	15,000.00	15,000.00	
	Distracted Driving Incentive	20.616	8,750.00	01/01/22	12/31/23	8,750.00	8,750.00	8,750.00	
	Total U.S. Department of Transportation					28,730.00	23,750.00	23,750.00	
	Total Federal Awards					35,730.00	26,390.00	29,250.00	
						\$ 963,355.07	\$ 1,915,838.06	\$ 1,973,500.14	\$ -0-

N/A - Not Applicable/Available

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

TOWN OF DOVER  
SCHEDULE OF EXPENDITURES OF STATE AWARDS  
YEAR ENDED DECEMBER 31, 2022

Name of State Agency or Department	State Program	Program Account #	Grant Award	Grant Period		Receipts	Expenditures	Cumulative Expenditures
				From	To			
<u>Department of Environmental Protection</u>	Clean Communities Grant	765-042-4900- 004-178910	\$ 25,302.19 27,443.03	01/01/21 01/01/22	12/31/23 12/31/23	\$ 27,443.03 27,443.03	\$ 6,095.20 6,095.20	\$ 6,095.20 6,095.20
	Recycling Grant	752-042-4900- 001-6020	18,427.06 16,619.25 19,206.33	01/01/16 01/01/17 01/01/22	12/31/23 12/31/23 12/31/23		143.26 2,682.69 2,825.95	16,577.06 4,307.69 20,884.75
	Total Department of Environmental Protection					46,649.36	8,921.15	26,979.95
<u>Department of Transportation</u>	Highway Safety Fund	N/A	21,293.00	01/01/22	12/31/23	21,293.00		
	Essex Street	N/A	375,000.00	01/01/21	12/31/22		373,213.87	373,213.87
	Total Department of Transportation					21,293.00	373,213.87	373,213.87
<u>Division of State Library</u>	Library Construction Fund	587-074-2541- 001-510110	1,200,000.00	11/04/19	11/4/26	600,000.00 600,000.00	760,541.29 760,541.29	1,011,176.29 1,011,176.29
<u>Department of Treasury</u>	Governor's Council on Alcoholism/Drug Abuse: Municipal Alliance to Prevent Alcoholism/ Drug Abuse Alcoholism and Drug Abuse	082-2000-100- 044-6010	7,755.00 10,543.00	01/01/21 01/01/22	12/31/23 12/31/23	2,112.22	494.03 494.03	2,663.25 494.03
	Total Department of Treasury					2,112.22 2,112.22	494.03 494.03	3,157.28 3,157.28
<u>Department of Law and Public Safety</u>	New Jersey Statewide Body Worn Camera Program	100-066-1020- 495-092120	48,912.00	01/01/22	12/31/23	9,782.40		
	Body Armor Replacement Fund	718-066-1020- 001-6120	4,331.13	01/01/22	12/31/22	4,331.13		
	Drunk Driving Enforcement Fund	100-078-6400- 260-YYYY	20,043.22	01/01/18	12/31/23		3,290.00	18,798.13
	Total Department of Law and Public Safety					14,113.53	3,290.00	18,798.13
Total State Awards						\$ 684,168.11	\$ 1,146,460.34	\$ 1,433,325.52

N/A - Not Applicable/Available

SEE THE ACCOMPANYING NOTES TO SCHEDULES OF FEDERAL AND STATE AWARDS

TOWN OF DOVER  
NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AND STATE AWARDS  
YEAR ENDED DECEMBER 31, 2022

Note 1: BASIS OF PRESENTATION

The accompanying schedules of expenditures of federal and state awards (the “Schedules”) include the federal and state grant activity of the Town of Dover under programs of the federal and state governments for the year ended December 31, 2022. The information in these schedules is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (“Uniform Guidance”) and New Jersey’s OMB Circular 15-08, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid*. Because the schedules present only a selected portion of the operation of the Town, they are not intended to and do not present the financial position, changes in fund balance or cash flows of the Town.

Note 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the accompanying schedules of expenditures of federal and state awards are reported on the modified accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through identifying numbers are presented where available. Negative amounts, if any, shown on the Schedules represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years. Pass-through identifying numbers are presented where available. The Town has elected not to use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.

Note 3: 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.

Note 4: NEW JERSEY ENVIRONMENTAL INFRASTRUCTURE LOANS

The Town of Dover has the following loans outstanding as of December 31, 2022:

Water Utility Capital Fund:	
NJ Environmental Infrastructure Trust Loans	\$ 334,625

The projects which related to the loans are complete and there were no current year receipts or expenditures on the loans.



Mount Arlington, NJ  
 Newton, NJ  
 Bridgewater, NJ  
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Independent Auditor's Report on Internal Control Over Financial Reporting  
 and on Compliance and Other Matters Based on an Audit of Financial Statements  
 Performed in Accordance with *Government Auditing Standards*

Independent Auditors' Report

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

We have audited in accordance with auditing standards generally accepted in the United States of America, audit requirements prescribed or permitted 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, the financial statements - *regulatory basis* - of the various funds of the Town of Dover, in the County of Morris (the "Town") as of and for the year ended December 31, 2022, and the related notes to the financial statements and have issued our report thereon dated December 18, 2023. These financial statements have been prepared in accordance with accounting practices prescribed or permitted by the Division to demonstrate compliance with the Division's regulatory basis of accounting and the budget laws of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America. That report included a qualified opinion on the *regulatory basis* financial statements as the Town's note disclosure on postemployment benefits other than pensions (OPEB) contains the December 31, 2020 information and not the December 31, 2022 information as the as the Town has not obtained an updated report for Governmental Accounting Standards Board ("GASB") Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pension* as of the date of this report. As the Town reports on a regulatory basis of accounting, the Town's net OPEB liability and related deferred inflows and outflows as well as the OPEB expense are not recorded in the financial statements. However, in our opinion, disclosure of this information is required by accounting principles generally accepted in the United States of America. Also, we were unable to obtain sufficient appropriate audit evidence to support a material unidentified reconciling item on the Town's Current Fund cash reconciliation which is reflected as a reduction in the Town's cash balance. This reconciling item relates to the cash and cash equivalents balance on the Current Fund Balance Sheet for December 31, 2022.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the Town's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we do not express an opinion on the effectiveness of the Town's internal control.

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

The Honorable Mayor and Members  
of the Board of Aldermen  
Town of Dover  
Page 2  
December 18, 2023

combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. We identified a certain deficiency in internal control, described in the accompanying Schedule of Findings and Questioned Costs as Finding 2022-001 that we consider to be a material weakness.

### **Report on 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*.

### **The Town's Response to the Finding**

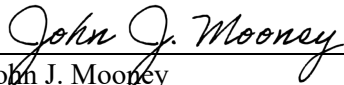
*Government Auditing Standards* requires the auditor to perform limited procedures on the Town's response to the finding identified in our audit and described in the accompanying Schedule of Findings and Responses. The Town's response was not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the response.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the Town's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Mount Arlington, New Jersey  
December 18, 2023

  
NISIVOCCIA LLP

  
\_\_\_\_\_  
John J. Mooney  
Registered Municipal Accountant No. 560  
Certified Public Accountant





Report on Compliance for Each Major Federal and State Programs;  
 Report on Internal Control Over Compliance Required by the Uniform Guidance and NJOMB 15-08

Independent Auditors' Report

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

**Report on Compliance for Each Major Federal and State Programs**

**Opinion on Each Major Federal and State Program**

We have audited the Town of Dover's (the "Town's") compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* and the *New Jersey State Aid/Grant Compliance Supplement* that could have a direct and material effect on the Town's major federal and state programs for the year ended December 31, 2022. The Town's major federal and state programs are identified in the summary of auditors' results section of the accompanying Schedule of Findings and Questioned Costs.

In our opinion, the Town complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal and state programs for the year ended December 31, 2022.

***Basis for Opinion on Each Major Federal and State Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States (*Government Auditing Standards*); the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and New Jersey's OMB Circular 15-08, *Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid*. Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal and state program. Our audit does not provide a legal determination of the Town's compliance with the compliance requirements referred to above.

The Honorable Mayor and Members  
of the Board of Aldermen  
Town of Dover  
Page 2  
December 18, 2023

### ***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the Town's federal and state programs.

### ***Auditors' Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the Town's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards* and the Uniform Guidance and New Jersey's OMB Circular 15-08 will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the Town's compliance with the requirements of each major federal and state program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards* the Uniform Guidance and New Jersey's OMB Circular 15-08, we

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the Town's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- obtain an understanding of the Town's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance and New Jersey's OMB Circular 15-08, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

The Honorable Mayor and Members  
of the Board of Aldermen  
Town of Dover  
Page 3  
December 18, 2023

### **Report on Internal Control Over Compliance**

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal or state program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal or state program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal or state program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance or New Jersey's OMB Circular 15-08. Accordingly, this report is not suitable for any other purpose.

Mount Arlington, New Jersey  
December 18, 2023

*Nisiroccia LLP*  
NISIVOCCIA LLP

*John J. Mooney*  
\_\_\_\_\_  
John J. Mooney  
Certified Public Accountant  
Registered Municipal Accountant No. 560

TOWN OF DOVER  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2022

Summary of Auditors' Results:

- The Independent Auditors' Report expresses a qualified opinion on the Town's financial statements, prepared in accordance with accounting practices prescribed or permitted by the Division of Local Government Services, Department of Community Affairs, State of New Jersey to demonstrate compliance with the Division's regulatory basis of accounting and the budget laws of New Jersey. The Town's note disclosure on postemployment benefits other than pensions (OPEB) contains the December 31, 2020 information and not the December 31, 2022 information as the as the Town has not obtained an updated report for Governmental Accounting Standards Board ("GASB") Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other Than Pension* as of the date of this report. As the Town reports on a regulatory basis of accounting, the Town's net OPEB liability and related deferred inflows and outflows as well as the OPEB expense are not recorded in the financial statements. However, in our opinion, disclosure of this information is required by accounting principles generally accepted in the United States of America. Also, we were unable to obtain sufficient appropriate audit evidence to support a material unidentified reconciling item on the Town's Current Fund cash reconciliation which is reflected as a reduction in the Town's cash balance. This reconciling item relates to the cash and cash equivalents balance on the Current Fund Balance Sheet for December 31, 2022.
- A material weaknesses disclosed during the audit of the financial statements as reported in the *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*.
- No instances of noncompliance material to the financial statements of the Town which would be required to be reported in accordance with *Government Auditing Standards*, were disclosed during the audit.
- The auditor's report on compliance for the major federal and state programs for the Town expresses an unmodified opinion on its major federal and state programs.
- The audit did not disclose any findings which are required to be reported in accordance with 2 CFR 200.516(a) of the Uniform Guidance or New Jersey's OMB Circular 15-08.
- The threshold for distinguishing between both Type A and B federal and state programs was \$750,000.
- The Town was not determined to be a "low-risk" auditee for federal or state programs.
- The Town's program tested as a major federal program for the current year consisted of the following award:

	<u>Assistance</u>	
	<u>Listing</u>	<u>Amount</u>
	<u>Number</u>	<u>Expended</u>
Covid-19 American Rescue Plan		
Coronavirus State and Local/Fiscal		
Recovery Funds	21.027	\$ 1,855,250.00

TOWN OF DOVER  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2022  
 (Continued)

Summary of Auditors' Results: (Cont'd)

- The Town's program tested as a major state program for the current fiscal year consisted of the following award:

	<u>State</u> <u>Account #</u>	<u>Grant</u> <u>Expenditures</u>
Library Construction Fund	587-074-2541- 001-510110	\$ 760,541.29

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

- The audit disclosed the following material weakness required to be reported under Generally Accepted Government Auditing Standards:

Finding 2022-001:

Criteria

All bank accounts of the Town should be fully reconciled monthly. All reconciling items on the cash reconciliations should be identified, valid and liquidated in a timely manner.

Condition

Monthly bank reconciliations for 2022 were prepared for the Current Fund bank account. However, we were unable to obtain sufficient appropriate audit evidence to support a material unidentified reconciling item on the Town's Current Fund December 2022 cash reconciliation which is reflected as a reduction in the Town's cash balance.

Also, we were only provided a December 2022 payroll accounts bank reconciliation and it appears as if this was the only month in 2022 for which a payroll bank reconciliation was prepared. The payroll bank reconciliation contained one material reconciling item, identified as "Manual G/L Entry". We were unable to identify specific items which created this "Manual G/L Entry" amount.

Thus, the bank reconciliations for the Current Fund and payroll bank accounts could not be relied on.

Cause

Internal controls have not been implemented to ensure that monthly bank reconciliations are completed for the payroll accounts and that the bank reconciliations for the Current Fund and payroll accounts are fully reconciled and that any reconciling items are identified, valid and resolved in a timely manner.

TOWN OF DOVER  
SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
YEAR ENDED DECEMBER 31, 2022  
(Continued)

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

Finding 2022-001: (Cont'd)

Effect or Potential Effect

With cash reconciliations for the payroll and Current Fund which did not appear to be fully reconciled and appear to contain reconciling items which are not valid the cash balances for these accounts are not accurate or reliable. The Current Fund and payroll accounts could be overdrawn. Management cannot make informed decisions about the Town's finances without reliable cash balances.

Recommendation

It is recommended that the unidentified reconciling items on the December 2022 Current Fund and payroll bank accounts are identified and resolved. Also, procedures should be implemented to ensure that the Current Fund and payroll bank accounts are fully reconciled on a monthly basis and that any future reconciling items are resolved in a timely manner.

Management's Response

Procedures will be implemented to ensure that the Current Fund and payroll bank accounts are fully reconciled on a monthly basis and that any future reconciling items are resolved in a timely manner.

Findings and Questioned Costs for Federal Awards:

- The audit did not disclose any audit findings which are required to be reported in accordance with 2 CFR 200.516(a) of the Uniform Guidance.

Findings and Questioned Costs for State Awards:

- The audit did not disclose any audit findings which are required to be reported in accordance with 2 CFR 200.516(a) of the Uniform Guidance or NJOMB 15-08.

TOWN OF DOVER  
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS  
FOR THE YEAR ENDED DECEMBER 31, 2022

There were no prior year findings.

TOWN OF DOVER

PART III

COMMENTS AND RECOMMENDATIONS

YEAR ENDED DECEMBER 31, 2022



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 \$44,000. 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, 2020 and thereafter the bid threshold in accordance with N.J.S.A. 40A:11-3 is \$17,500, and with a qualified purchasing agent the threshold may be up to \$44,000.

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.

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. A violation was noted as described in the purchasing section of the comments and recommendations.

TOWN OF DOVER  
COMMENTS AND RECOMMENDATIONS  
 (Continued)

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, 2022, 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.

Verification of Delinquent Taxes and Other Charges

A test verification of delinquent charges and current payments was made in accordance with the regulations of the Division of Local Government Services, consisting of verification notices as follows:

Type	Number Mailed
Payment of 2022 and 2023 Taxes	20
Delinquent Taxes	20
Payment of 2022 and 2023 Water Rents	10
Payment of 2022 and 2023 Sewer Rents	10
Delinquent Water Rents	10
Delinquent Sewer Rents	10
Tax Title Liens	3

Delinquent Taxes and Tax Title Liens

The last tax sale was held on December 6, 2022 and all eligible properties were included.

TOWN OF DOVER  
COMMENTS AND RECOMMENDATIONS  
(Continued)

Delinquent Taxes and Tax Title Liens (Cont'd)

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>
2022	27
2021	27
2020	27

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.

Animal Control Fund:

It was noted during our testing of the Animal Control Fund that the tags were not issued in numerical sequence. It is recommended that all dog and cat tags be issued in sequential order.

Management's Response:

The Town will issue all licenses in sequential order.

Federal and State Grant Fund:

1. It was noted during the audit, that there were expenditures charged to two grants which were already fully expended. This created an expenditure without grant reserve that will be raised in the subsequent years budget. It is recommended that extra care be taken to ensure grant funds are available before expenditures are made.
2. It was noted that there were several grant receivables and appropriated grant reserves which have been on the records of the Town for over five years. It is recommended that the Finance Office identify which grants receivable are still valid, and which appropriated grant reserves are still active reserves within the Federal and State Grant Fund.

Management's Response:

The Town will ensure that the Federal and State Grant Fund be reviewed to determine which receivable and reserves are valid, and extra care be taken to ensure grant funds and available before expenditures are made.

General Capital Fund:

During the audit, it was noted that there was a bond ordinance which was adopted during 2022. This ordinance was created by reappropriating balances from older ordinances to create a new ordinance; however, the funds from the older ordinances were no longer available to reappropriate. Bond Counsel confirmed that they did not assist in drafting this ordinance, and it was written by the Town Administrator and Chief Finance Officer. It is recommended that all bond ordinances be prepared by Bond Counsel.

Management's Response:

The Town will ensure that all bond ordinances in the future, be written by Bond Counsel.

TOWN OF DOVER  
COMMENTS AND RECOMMENDATIONS  
(Continued)

Interfund Balances:

During the audit, it was noted that substantial interfund balances existed at year end between the different funds of the Town. It is recommended that interfund balances be liquidated prior to year end.

Management's Response:

The Town will liquidate the interfunds prior to the end of the fiscal year.

Payroll:

1. The accumulated absence liability estimate for 2022 was not prepared. The 2021 estimate was available. It is recommended that the finance office prepare a detailed liability analysis on an annual basis.
2. During our payroll testing we noted that there was an individual who received overtime pay while on workman's compensation. We also noted in our testing that an employee's health benefit waiver was included in the amount reported as pensionable wages. It is recommended that greater care be taken with employees payroll activity, and that the governing body identify how they wish to proceed with these issues.
3. It was noted on the payroll bank reconciliation that there was one reconciling item, identified as "Manual G/L Entry", in the amount of \$611,722.98. We were unable to identify specific items which created this "Manual G/L Entry" amount. Further, the only bank reconciliation that we were provided with was the December 2022 bank reconciliation. It appears as though that was the only bank reconciliation performed for the 2022 year. It is recommended that the unidentified material reconciling item on the December 2022 cash reconciliation payroll account be identified and liquidated as soon as possible and that the payroll bank accounts are reconciled on a monthly basis and any future reconciling items are resolved in a timely manner.
4. There was no analysis of balance of the payroll account prepared at year end. An analysis of the ending reconciled balance should be prepared on a monthly basis to identify funds remaining in the payroll account. It is recommended that the finance office maintain an analysis of balance in the payroll account on a monthly basis.

Management's Response:

Greater care with payroll will be taken in the Town. An analysis of balance for the payroll account will be maintained. The unidentified material reconciling item on the December 2022 cash reconciliation payroll account will be identified and liquidated and the payroll bank accounts will be reconciled on a monthly basis and any future reconciling items will be resolved in a timely manner. Finally, greater care will be taken in reporting pensionable wages and paying employees' overtime.

Purchasing:

During the audit, it was noted that there was a vendor that exceeded the bid threshold. There was no bid information for this vendor as the purchase never went through the bid process. It is recommended that for purchases which will exceed the bid threshold, the Town go through the proper purchasing process, and bids are requested from vendors.

Management's Response:

The Town will follow the purchasing process in the future and go out for bids when bids are required.

TOWN OF DOVER  
COMMENTS AND RECOMMENDATIONS  
(Continued)

Purchasing: (Cont'd)

During the audit, it was noted that there were line items in the 2022 budget which were overexpended at year end. It is recommended that the Town make the appropriate budget transfers prior to the end of the year, to ensure that no line items in the budget are overexpended.

Management's Response:

The Town will make all appropriate budget transfers prior to year-end to avoid over expenditures.

Current Fund:

We were unable to obtain sufficient appropriate audit evidence to support a material unidentified reconciling item totaling \$2,962,298.07 on the Town's Current Fund December 2022 cash reconciliation which is reflected as a reduction in the Town's cash balance. This reconciling item appears to be comprised of several items some of which are identified as a "Manual G/L Entry". It is recommended that the material unidentified reconciling item on the December 2022 cash reconciliation be identified and resolved and that the bank account is fully reconciled on a monthly basis and any future reconciling items are resolved in a timely manner.

Management's Response:

The Town will ensure that the material unidentified reconciling item on the Current Fund December 2022 cash reconciliation is identified and resolved and that in the future any reconciling items on the Current Fund bank reconciliation are identified and resolved in a timely manner.

Water Utility Operating Fund:

1. During the audit, we noted that there were bonds authorized by not issued dating back to 2001. By not issuing this debt it has created negative cash positions on the ordinances in which the debt was intended to be issued for. It is recommended that the Town begin to raise the funds that are authorized but not issued in future water utility budgets starting in 2024.
2. We noted that there were accounts payable in the water utility operating fund greater for greater than one year. It is recommended that the Town determine the validity of older accounts payable, and liquidate or cancel the prior year accounts payable.

Management's Response:

The Town will begin to fund the water capital ordinances that have debt which can no longer be issued with bonds or notes, beginning in the 2024 budget. Further, the Town will investigate the accounts payable that exist in the water utility operating fund to determine if they need to be paid or cancelled.

TOWN OF DOVER  
COMMENTS AND RECOMMENDATIONS  
(Continued)

Municipal Court

During our audit, it was noted that there were months in which receipts were not turned over to the associated agencies within the deadline of the 15<sup>th</sup> day of the following month. It is recommended that all municipal court receipts be paid to the proper agencies by the 15<sup>th</sup> day of the following month.

Management’s Response:

The Municipal Court will begin remitting payments to the proper agencies by the 15<sup>th</sup> day of the following month.

The Town of Dover is the host of a joint municipal court. The joint municipal court serves the Town of Dover and the Borough of Victory Gardens. A summary of the transactions of the Municipal Court for the year 2022 is as follows:

RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDED DECEMBER 31, 2022

	<u>Balance</u> <u>Dec. 31, 2021</u>	<u>Cash</u> <u>Received</u>	<u>Cash</u> <u>Disbursed</u>	<u>Balance</u> <u>Dec. 31, 2022</u>
State of New Jersey	\$ 7,889.33	\$ 137,261.77	\$ 134,719.39	\$ 10,431.71
County	4,375.50	57,265.85	48,801.28	12,840.07
Municipality	20,335.98	410,781.03	399,958.13	31,158.88
Municipality - POAA	132.00	2,048.00	1,964.00	216.00
Conditional Dismissal		212.00	212.00	
Weights and Measures		17,950.00	17,200.00	750.00
Restitution	50.00	1,000.00	1,050.00	
Public Defender	200.00	2,350.00	2,125.00	425.00
Bail Account	725.00	7,405.00	6,030.00	2,100.00
	<u>\$ 33,707.81</u>	<u>\$ 636,273.65</u>	<u>\$ 612,059.80</u>	<u>\$ 57,921.66</u>

TOWN OF DOVER  
COMMENTS AND RECOMMENDATIONS  
(Continued)

Status of Prior Year Recommendations

Recommendations 1, 3 and 4 are repeated recommendations in the current year audit. The scope of our audit did not include the Dover Library and we cannot determine if recommendations 7 and 8 related to the Dover Library have been corrected. All other recommendations have been corrected and do not appear in the 2022 audit.

TOWN OF DOVER  
SUMMARY OF RECOMMENDATIONS

It is recommended that:

1. All dog and cat tags be issued in sequential order.
2. Extra care be taken to ensure grant funds are available before expenditures are made.
3. The finance office identifies which grants receivable are still valid, and which appropriated grant reserves are still active reserves within the Federal and State Grant Fund.
4. All bond ordinances be written by Bond Counsel.
5. All interfund balances be liquidated prior to year end.
6. The finance office ensures that a listing of employee's accumulated absence records are maintained on an annual basis.
7. Greater care be taken with employees' payroll activity, and that the governing body identify how they wish to proceed with these issues.
8. All current unidentified reconciling items on the payroll and Current Fund bank reconciliations, be identified and resolved in a timely manner and that the payroll bank accounts are reconciled on a monthly basis in the future.
9. The finance office maintains an analysis of balance in the payroll account on a monthly basis.
10. Purchases which will exceed the bid threshold, the Town go through the proper purchasing process, and bids are requested from vendors.
11. The Town make the appropriate budget transfers prior to the end of the year, to ensure that no line items in the budget are overexpended.
12. The Town begin to raise the debt that is authorized but not issued in future water utility budgets starting in 2024.
13. The Town determine the validity of older accounts payable in the water utility operating fund, and liquidate or cancel the prior year accounts payable.
14. All municipal court receipts be paid to the proper agencies by the 15<sup>th</sup> day of the following month.