

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY**

**AUDIT REPORT FOR THE YEAR
ENDED DECEMBER 31, 2017**

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH**

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COUNTY OF MONMOUTH**

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**CITY OF LONG BRANCH
COUNTY OF MONMOUTH**

PART I

**INDEPENDENT AUDITOR'S REPORTS
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**



HOLMAN | FRENIA
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Certified Public Accountants & Consultants

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INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members
of the City Council
City of Long Branch
County of Monmouth
Long Branch, New Jersey 07740

Report on the Financial Statements

We have audited the accompanying statements of assets, liabilities, reserves and fund balance - regulatory basis of the various funds and account group of the City of Long Branch as of December 31, 2017 and 2016, and the related statements of operations and changes in fund balance - regulatory basis for the years then ended, the related statements of revenues - regulatory basis, and statements of expenditures - regulatory basis for the year ended December 31, 2017 and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinions

Basis for Adverse Opinion on Accounting Principles Generally Accepted in the United States of America

As described in Note 1, the financial statements are prepared by the City on the basis of the financial reporting provisions of the Division of Local Government Services, Department of Community Affairs, State of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of the State of New Jersey.

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

Adverse Opinion on Accounting Principles Generally Accepted in the United States of America

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the City, as of December 31, 2017 and 2016, or the results of its operations and changes in fund balance for the years then ended.

Unmodified Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities, reserves and fund balance - regulatory basis of the various funds of the City, as of December 31, 2017 and 2016, and the results of its operations and changes in fund balance - regulatory basis of such funds for the years then ended, and the statements of revenues - regulatory basis, statements of expenditures - regulatory basis of the various funds, and general fixed assets group of accounts - regulatory basis, for the year ended December 31, 2017 in conformity with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey as described in Note 1.

Other Matters

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The supplemental schedules presented for the various funds and letter of comments and recommendations section are presented for purposes of additional analysis as required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and are not a required part of the basic financial statements. The accompanying schedules of expenditures of federal awards as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* is also presented for purposes of additional analysis and is not a required part of the basic financial statements.

The supplemental schedules presented for the various funds and the schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements of each of the respective individual funds and account group taken as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 27, 2018 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Respectfully submitted,

HOLMAN FRENIA ALLISON, P.C.



Robert Allison
Certified Public Accountant
Registered Municipal Accountant
RMA No.483

Freehold, New Jersey
June 27, 2018

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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**

Honorable Mayor and Members
of the City Council
City of Long Branch
County of Monmouth
Long Branch, New Jersey 07740

We have audited, in accordance with the auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, the financial statements - regulatory basis of the City of Long Branch, as of and for the year ended December 31, 2017, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated June 27, 2018. Our report indicated that the City's financial statements were not prepared in accordance with accounting principles generally accepted in the United States of America but rather prepared in accordance with the regulatory basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City'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 City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City'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 entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards* and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully Submitted,

HOLMAN FRENIA ALLISON, P.C.



Robert Allison
Certified Public Accountant
Registered Municipal Accountant
RMA No. 483

Freehold, New Jersey
June 27, 2018

BASIC FINANCIAL STATEMENTS

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**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES
AND FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2017 AND 2016**

	<u>Reference</u>	<u>2017</u>	<u>2016</u>
<u>Assets</u>			
Cash:			
Operating Accounts	A-4	\$ 24,034,201.96	\$ 16,360,420.32
Change Funds	A-6	<u>1,550.00</u>	<u>1,550.00</u>
		<u>24,035,751.96</u>	<u>16,361,970.32</u>
Due From State of New Jersey - Senior Citizens' and Veterans' Deductions	A-7	<u>-</u>	<u>1,257.92</u>
		<u>24,035,751.96</u>	<u>16,363,228.24</u>
Receivables With Full Reserves:			
Taxes Receivable	A-8	1,366,993.26	1,349,711.36
Tax Title Liens	A-9	82,069.14	85,597.26
Property Acquired for Taxes - Assessed Valuation	A-10	6,269,600.00	6,269,600.00
Revenue Accounts Receivable	A-11	36,651.30	49,912.00
Prepaid School Taxes	A-16	231,927.00	-
Due From HUD Trust Fund	A-12	241,971.21	-
		<u>8,229,211.91</u>	<u>7,754,820.62</u>
Deferred Charges:			
Special Emergency Authorizations	A-13	<u>140,000.00</u>	<u>280,000.00</u>
		<u>140,000.00</u>	<u>280,000.00</u>
		<u>32,404,963.87</u>	<u>24,398,048.86</u>
Federal and State Grants:			
Due From Current Fund	A-23	559,051.47	359,261.91
Grants Receivable	A-24	<u>2,574,051.33</u>	<u>3,978,387.50</u>
		<u>3,133,102.80</u>	<u>4,337,649.41</u>
Total Assets		<u>\$ 35,538,066.67</u>	<u>\$ 28,735,698.27</u>

The accompanying Notes to Financial Statements are an integral part of this Statement.

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES
AND FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2017 AND 2016**

	<u>Reference</u>	<u>2017</u>	<u>2016</u>
<u>Liabilities, Reserves and Fund Balance</u>			
Liabilities:			
Appropriation Reserves	A-3	\$ 3,257,876.02	\$ 2,585,536.64
Encumbrances Payable	A-3	1,217,818.82	1,395,632.87
Accounts Payable	A-15	114,081.99	91,313.15
County for Added and Omitted Taxes	A-17	39,212.75	23,327.71
Due To:			
State and Local Agencies	A-18	31,245.09	15,719.95
Federal and State Grants	A	559,051.47	359,261.91
Senior Citizens' and Veterans' Deductions	A-7	1,020.01	—
Prepaid Taxes	A-19	6,802,206.08	1,413,564.35
Tax Overpayments	A-20	53,999.04	—
Group Life Insurance Premiums Payable	A-21	2,132.16	1,760.76
Various Reserves	A-22	<u>363,221.66</u>	<u>363,221.66</u>
		<u>12,441,865.09</u>	<u>6,249,339.00</u>
Reserves for Receivables	A	8,229,211.91	7,754,820.62
Fund Balance	A-1	<u>11,733,886.87</u>	<u>10,393,889.24</u>
		<u>19,963,098.78</u>	<u>18,148,709.86</u>
		<u>32,404,963.87</u>	<u>24,398,048.86</u>
Federal and State Grants:			
Encumbrances Payable	A-25	302,111.27	289,250.61
Due to Capital Fund	A	343,142.71	—
Reserve for:			
Appropriated Grants	A-25	2,260,923.47	3,934,945.55
Unappropriated Grants	A-26	<u>226,925.35</u>	<u>113,453.25</u>
		<u>3,133,102.80</u>	<u>4,337,649.41</u>
Total Liabilities, Reserves and Fund Balance		<u>\$ 35,538,066.67</u>	<u>\$ 28,735,698.27</u>

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENTS OF OPERATIONS AND CHANGES IN FUND BALANCE -
REGULATORY BASIS
FOR YEAR ENDED DECEMBER 31, 2017 AND 2016

	<u>2017</u>	<u>2016</u>
Revenue and Other Income Realized:		
Fund Balance Utilized	\$ 2,900,000.00	\$ 2,900,000.00
Miscellaneous Revenue Anticipated	14,704,749.44	14,159,300.29
Delinquent Taxes	1,374,864.29	2,018,437.56
Non-Budget Revenue	972,746.81	648,640.93
Current Taxes	91,850,024.04	89,243,891.61
Other Credits To Revenue:		
Appropriation Reserves Balances Lapsed	1,974,518.47	1,754,382.06
Accounts Payable Cancelled	5,631.25	170,431.49
Reserve for Grants Cancelled (Net of Receivables)	<u>2,143.58</u>	<u> </u>
 Total Revenues	<u>113,784,677.88</u>	<u>110,895,083.94</u>
 Expenditures:		
Budget Appropriations Within "CAPS":		
Operations:		
Salaries and Wages	24,724,830.00	24,370,082.20
Other Expenses	15,135,627.34	14,742,083.00
Deferred Charges and Statutory Expenditures	5,369,815.00	5,157,134.00
Appropriations Excluded From "CAPS":		
Operations:		
Salaries and Wages	51,000.00	
Other Expenses	3,548,993.61	3,137,105.27
Capital Improvements	865,000.00	495,800.00
Municipal Debt Service	5,024,069.05	5,814,405.39
Deferred Charges	140,000.00	222,000.00
Interfunds Advanced	241,971.21	
Refund of Prior Years' Revenue - Tax Appeals	71,910.64	745,563.31
Refund of Prior Years' Revenue	5,643.84	14,300.01
School Tax Overpayment	231,927.00	
Senior Citizens' and Veterans' Disallowed	4,122.82	2,750.00
Local District School Taxes	41,265,299.00	39,264,076.00
County Taxes	12,825,257.99	12,580,569.78
Added and Omitted County Taxes	<u>39,212.75</u>	<u>23,327.71</u>
 Total Expenditures	<u>109,544,680.25</u>	<u>106,569,196.67</u>
 Excess Revenues	4,239,997.63	4,325,887.27
 Fund Balance, January 1	<u>10,393,889.24</u>	<u>8,968,001.97</u>
 Decreased By:		
Anticipated Fund Balance Utilization	<u>2,900,000.00</u>	<u>2,900,000.00</u>
 Fund Balance, December 31	<u>\$ 11,733,886.87</u>	<u>\$ 10,393,889.24</u>

The accompanying Notes to Financial Statements are an integral part of this Statement.

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2017**

	<u>Budget as Adopted</u>	<u>Budget Amendments</u>	<u>Realized</u>	<u>Excess/ (Deficit)</u>
Fund Balance Anticipated	2,900,000.00	-	2,900,000.00	-
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	46,000.00	-	45,450.00	(550.00)
Other	70,000.00	-	76,707.00	6,707.00
Fees and Permits	335,000.00	-	472,605.95	137,605.95
Fines and Costs:				
Municipal Court	720,000.00	-	679,882.69	(40,117.31)
Interest and Costs on Taxes	393,400.00	-	332,948.01	(60,451.99)
Parking Meters	725,610.23	-	1,499,056.90	773,446.67
Interest on Investments and Deposits	42,000.00	-	244,114.64	202,114.64
Bathing Beach Fees	1,850,000.00	-	2,015,376.05	165,376.05
Cable Television Franchise Fees	156,214.00	-	165,406.66	9,192.66
Uniform Fire Safety Code Fees	120,000.00	-	135,982.00	15,982.00
Consolidated Municipal Property Tax Relief Aid	838,559.00	-	838,559.00	-
Energy Receipts Tax (P.L. 1997, Chapters 162 & 167)	3,449,574.00	-	3,449,574.00	-
Uniform Construction Code Fees	700,000.00	-	892,916.00	192,916.00
Uniform Fire Safety Act	51,586.00	-	47,257.94	(4,328.06)
West Long Branch Finance Department	66,300.00	-	66,300.00	-
Reserve for:				
Premium on Bond Sale (General Capital Reserve)	233,579.92	-	233,579.92	-
Payment of Debt Service	1,500,000.00	-	1,500,000.00	-
Municipal Occupancy Tax (Hotel/Motel)	400,000.00	-	454,707.07	54,707.07
State of New Jersey:				
Hazardous Discharge Site Remediation				
EDA - HDSRF Grant - Broadway	-	20,742.00	20,742.00	-
EDA - HDSRF Grant - Norwood	-	71,247.00	71,247.00	-
Department of Transportation				
DOT - FY 2016 Municipal Aid	-	231,766.00	231,766.00	-
Department of Environmental Protection:				
Clean Communities Program	74,620.41	-	74,620.41	-
Safe and Secure Communities Program - P.L. 1994, Chapter 220	60,000.00	-	60,000.00	-
2016 Body Works Cameras	15,000.00	-	15,000.00	-
Senior Citizens Grant	25,000.00	-	25,000.00	-
Body Armor Replacement Fund Program	-	7,650.71	7,650.71	-
Emergency Management Preparedness	-	7,000.00	7,000.00	-
Urban Enterprise Zone Administration:				
Security (Policing)	5,000.00	-	5,000.00	-
Administration	13,000.00	-	13,000.00	-
Marketing & Business Development	32,500.00	-	32,500.00	-
Shuttle Project Year Round	47,000.00	-	47,000.00	-

The accompanying Notes to Financial Statements are an integral part of this Statement.

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Assistance to Firefighters	-	562,680.00	562,680.00	-
Edward Byrne Memorial Grant	-	10,044.00	10,044.00	-
FEMA HMGP				
Flood Control Program	212,030.00		212,030.00	
US Department of Justice:				
Body Armor Replacement Program	7,637.68	6,088.00	13,725.68	
COPS Hiring Program 2014	145,319.81	-	145,319.81	
Total Miscellaneous Revenues	12,334,931.05	917,217.71	14,704,749.44	1,452,600.68
Receipts From Delinquent Taxes	1,435,000.00	-	1,374,864.29	(60,135.71)
Amount To Be Raised By Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes	37,705,884.00	-	38,153,511.11	447,627.11
Minimum Library Tax	1,585,307.00	-	1,585,307.00	-
Total Amount To Be Raised By Taxes for Support of Municipal Budget	39,291,191.00	-	39,738,818.11	447,627.11
Budget Revenues	55,961,122.05	917,217.71	58,718,431.84	1,840,092.08
Non-Budget Revenues	-	-	972,746.81	972,746.81
	55,961,122.05	917,217.71	59,691,178.65	2,812,838.89

Analysis of Realized Revenue

Allocation of Current Tax Collections:				
Revenue From Collections			\$ 91,850,024.04	
School and County Taxes			54,129,769.74	
Balance for Support of Municipal Budget Appropriations			37,720,254.30	
Add: "Appropriation Reserve for Uncollected Taxes"			2,018,563.81	
Amount for Support of Municipal Budget Appropriations			\$ 39,738,818.11	
Receipts From Delinquent Taxes:				
Delinquent Tax Collections			\$ 1,362,360.51	
Tax Title Lien Collections			12,503.78	
			\$ 1,374,864.29	
Licenses - Other:				
Health			\$ 63,627.00	
Police			7,680.00	
Clerk			5,400.00	
			\$ 76,707.00	

The accompanying Notes to Financial Statements are an integral part of this Statement.

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Analysis of Realized Revenue (continued)

Fees and Permits - Other:

Planning/Zoning Board	\$ 52,969.70
Clerk	15,225.00
Code Enforcement	184,145.00
Public Works	22,476.25
Police	13,855.00
Tax Collector	1,350.00
Health	151,960.00
Beach Lockers	<u>30,625.00</u>
	<u><u>\$ 472,605.95</u></u>

Miscellaneous Revenues Not Anticipated

Tax Assessor Fees	\$ 660.00
Property Sales	231,200.00
Vehicle Auction Proceeds	70,011.15
Check Fees	880.00
Motor Vehicle Inspection Fees	2,850.00
Park Fees - Recreation	178,697.00
Interlocal Agreement	2,550.00
Taxi Inspection Fee	7,200.00
Beach Raking Overtime	19,400.00
Reimbursement Legal Fees	1,515.64
Municipal Court - Cancelled & Outstanding Checks	281.00
City Clerk	3,345.75
Health Department	3,822.00
Police Department Records	5,931.08
In Lieu of Taxes	5,000.00
Long Branch Housing Authority	181,526.70
City Dumpster Program Fees	19,737.50
Forfeited Bail	800.00
Miscellaneous	<u>237,338.99</u>
	<u><u>\$ 972,746.81</u></u>

The accompanying Notes to Financial Statements are an integral part of this Statement.

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>Appropriated</u>		<u>Expended</u>			<u>Unexpended Balance Cancelled</u>	
	<u>Adopted Budget</u>	<u>Budget After Modification</u>	<u>Paid</u>	<u>Encumbered</u>	<u>Reserved</u>		
GENERAL ADMINISTRATION							
Office of the Chief Executive - Mayor:							
Salaries and Wages	75,650.00	75,650.00	71,320.50	-	4,329.50		
Other Expenses	8,300.00	8,300.00	6,821.33	203.29	1,275.38		
Office of the Chief Administrator:							
Salaries and Wages	430,806.00	430,806.00	372,854.34	-	57,951.66		
Other Expenses	13,320.00	13,320.00	6,737.05	315.96	6,266.99		
Miscellaneous Other Expenses	8,860.00	8,860.00	1,380.00	195.80	7,284.20		
Miscellaneous Other Expenses (Green Programs)	6,500.00	6,500.00	-	100.00	6,400.00		
Miscellaneous Other Expenses - MIS	133,000.00	173,000.00	128,405.28	44,098.96	495.76		
Miscellaneous Other Expenses - Special Events	95,000.00	95,000.00	90,677.80	24.18	4,298.02		
Division of Personnel:							
Salaries and Wages	129,600.00	129,600.00	125,317.98	-	4,282.02		
Other Expenses	2,400.00	2,400.00	979.07	384.91	1,036.02		
Central Switchboard:							
Salaries and Wages	52,200.00	52,200.00	51,159.97	-	1,040.03		
Office of Emergency Management:							
Salaries and Wages	7,500.00	7,500.00	7,355.73	-	144.27		
Other Expenses	43,164.00	43,164.00	37,942.81	5,122.91	98.28		
Office of the City Council:							
Salaries and Wages	17,500.00	17,500.00	17,162.80	-	337.20		
Other Expenses	6,050.00	6,050.00	2,635.00	-	3,415.00		
Office of the City Attorney:							
Salaries and Wages (Prosecutor/Asst. City Att)	30,000.00	30,000.00	29,422.92	-	577.08		
Other Expenses	550,000.00	550,000.00	349,288.62	69,335.20	131,376.18		
Misc. Other Expenses (Labor Counsel)	125,000.00	125,000.00	105,747.45	13,482.70	5,769.85		
Misc. Other Expenses (Planning Bd. Attorney)	10,000.00	10,000.00	3,775.00	1,225.00	5,000.00		
Misc. Other Expenses (Zoning Bd. Attorney)	10,000.00	10,000.00	4,378.87	2,579.89	3,041.24		
Misc. Other Expenses (Prosecutor/Asst. City Att)	5,000.00	5,000.00	-	-	5,000.00		
Misc. Other Expenses (Retainer)	30,000.00	30,000.00	27,500.00	2,500.00	-		
Office of the City Clerk:							
Salaries and Wages	211,000.00	211,000.00	207,443.73	-	3,556.27		
Other Expenses	29,905.00	29,905.00	17,228.23	1,410.89	11,265.88		
Miscellaneous Other Expenses	51,680.00	51,680.00	32,972.76	2,853.61	15,853.63		
DEPARTMENT OF FINANCE							
Office of the Director:							
Salaries and Wages	160,500.00	160,500.00	158,930.65	-	1,569.35		
Other Expenses	25,000.00	25,000.00	8,591.35	2,529.29	13,879.36		
Division of Accounts and Control:							
Salaries and Wages	394,650.00	394,650.00	394,650.00	-	-		
Other Expenses	45,175.00	45,175.00	9,827.46	6,290.78	29,056.76		
Misc. Other Expenses (Audit Services)	79,900.00	79,900.00	79,900.00	-	-		
Office of the Tax Collector:							
Salaries and Wages	200,000.00	200,000.00	200,000.00	-	-		
Other Expenses	24,000.00	24,000.00	12,872.49	6,171.90	4,955.61		
Division of Purchasing:							
Salaries and Wages	197,200.00	197,200.00	187,182.66	-	10,017.34		
Other Expenses	5,580.00	5,580.00	3,054.63	2,123.42	401.95		
Central Reproduction:							
Other Expenses	6,600.00	6,600.00	139.68	3,952.50	2,507.82		
Central Postage:							
Other Expenses	72,500.00	72,500.00	63,438.90	-	9,061.10		

The accompanying Notes to Financial Statements are an integral part of this Statement.

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2017**

	Appropriated		Expended			Unexpended Balance Cancelled
	Adopted Budget	Budget After Modification	Paid	Encumbered	Reserved	
Insurance:						
Employee Group Health	4,604,000.00	4,514,000.00	4,106,549.44	-	407,450.56	-
Health Benefit Waiver Costs	90,000.00	90,000.00	90,000.00	-	-	-
General Liability	837,458.00	837,458.00	690,034.00	147,424.00	-	-
Workers Compensation	1,066,520.00	1,066,520.00	919,635.00	146,885.00	-	-
DEPARTMENT OF PUBLIC WORKS						
Office of the Director:						
Salaries and Wages	412,500.00	412,500.00	407,746.63	-	4,753.37	-
Other Expenses	35,500.00	35,500.00	32,991.96	1,684.08	823.96	-
Division of Street Construction and Maintenance:						
Salaries and Wages	1,086,500.00	1,086,500.00	1,021,182.95	-	65,317.05	-
Other Expenses	302,500.00	279,500.00	180,602.18	44,931.56	53,966.26	-
Office of the City Engineer:						
Other Expenses	160,000.00	160,000.00	136,037.05	13,452.70	10,510.25	-
Municipal Garage:						
Salaries and Wages	430,500.00	470,500.00	461,225.76	-	9,274.24	-
Other Expenses	537,600.00	481,600.00	460,337.90	17,411.24	3,850.86	-
Division of Parks:						
Salaries and Wages	276,500.00	276,500.00	268,192.46	-	8,307.54	-
Other Expenses	60,800.00	60,800.00	46,645.03	12,174.86	1,980.11	-
Division of Public Facilities:						
Salaries and Wages	969,500.00	969,500.00	930,329.84	-	39,170.16	-
Other Expenses	165,850.00	180,850.00	146,212.80	33,085.67	1,551.53	-
Division of Solid Waste/Recycling:						
Salaries and Wages	1,280,000.00	1,280,000.00	1,275,779.68	-	4,220.32	-
Other Expenses	26,000.00	26,000.00	19,610.68	-	6,389.32	-
Disposal Costs (Sanitation and Recycling):						
Other Expenses	1,361,700.00	1,361,700.00	1,057,150.10	183,865.61	120,684.29	-
DEPARTMENT OF PUBLIC SAFETY						
Office of the Director:						
Salaries and Wages	200,600.00	200,600.00	199,198.77	-	1,401.23	-
Other Expenses	4,450.00	4,450.00	295.83	4,100.00	54.17	-
Division of Police:						
Salaries and Wages	10,550,000.00	10,550,000.00	10,069,829.39	-	480,170.61	-
Other Expenses	671,272.15	760,272.15	629,699.45	129,988.54	584.16	-
Police Dispatch:						
Salaries and Wages	411,000.00	411,000.00	388,059.38	-	22,940.62	-
School Traffic Guards:						
Salaries and Wages	153,000.00	153,000.00	153,000.00	-	-	-
Other Expenses	1,310.00	1,310.00	-	1,310.00	-	-
Traffic Control:						
Salaries and Wages	265,000.00	265,000.00	221,634.82	-	43,365.18	-
Other Expenses	24,416.00	24,416.00	20,059.95	4,306.05	50.00	-
Miscellaneous Other Expenses (Parking Meters)	170,000.00	170,000.00	122,399.55	21,379.86	26,220.59	-
Division of Fire:						
Salaries and Wages	2,460,000.00	2,460,000.00	2,388,182.90	-	71,817.10	-
Other Expenses	202,121.07	212,121.07	145,136.16	66,413.01	571.90	-
Miscellaneous Other Expenses (Chief Honorariums)	4,500.00	4,500.00	3,500.00	-	1,000.00	-
Fire House Rental	32,100.00	32,100.00	32,100.00	-	-	-
Miscellaneous Other Expenses	16,000.00	16,000.00	10,183.50	5,100.28	716.22	-
Miscellaneous Other Expense (Appraisals)	15,000.00	15,000.00	-	-	15,000.00	-
Contributions To Volunteer First Aid Squads:						
Other Expenses	74,000.00	74,000.00	74,000.00	-	-	-
Division of Fire:						
Uniform Fire Safety (Chapter 383, P.L. 1983):						
Salaries and Wages	493,500.00	493,500.00	412,936.84	-	80,563.16	-
Other Expenses	25,900.00	25,900.00	13,431.62	9,461.86	3,006.52	-
Miscellaneous Other Expenses	133,150.00	133,150.00	121,669.21	-	11,480.79	-

The accompanying Notes to Financial Statements are an integral part of this Statement.

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2017

	Appropriated		Expended			Unexpended Balance <u>Cancelled</u>
	Adopted <u>Budget</u>	Budget After Modification	Paid	Encumbered	Reserved	
DEPARTMENT OF HEALTH						
Office of the Director:						
Salaries and Wages	448,000.00	448,000.00	436,065.44	-	11,934.56	-
Other Expenses	49,552.00	49,552.00	40,826.57	4,156.90	4,568.53	-
Blood-Borne Pathogen Immunization	1,700.00	1,700.00	-	-	1,700.00	-
Animal Control Subsidy (To Trust)	260,000.00	260,000.00	260,000.00	-	-	-
Public Health Consortium	8,990.00	8,990.00	8,990.00	-	-	-
Bureau of Welfare:						
Miscellaneous Other Expenses (Relocation)	9,000.00	9,000.00	-	-	9,000.00	-
DEPARTMENT OF RECREATION						
Office of the Director:						
Salaries and Wages	369,000.00	369,000.00	363,595.55	-	5,404.45	-
Other Expenses	20,807.00	20,807.00	8,174.74	10,771.25	1,861.01	-
Miscellaneous Other Expenses	15,410.00	15,410.00	8,030.82	311.97	7,067.21	-
Bureau of Recreation:						
Salaries and Wages	78,624.00	78,624.00	71,377.10	-	7,246.90	-
Other Expenses	42,035.00	42,035.00	40,834.14	596.00	604.86	-
Miscellaneous Other Expenses (Celebrations)	35,150.00	35,150.00	31,759.84	1,054.96	2,335.20	-
Bureau of Conservation (Beaches):						
Salaries and Wages	723,000.00	723,000.00	719,959.15	-	3,040.85	-
Other Expenses	128,805.12	128,805.12	114,547.96	10,060.00	4,197.16	-
Office of Senior Citizens Activities:						
Salaries and Wages	77,000.00	77,000.00	27,411.21	-	49,588.79	-
Other Expenses	24,200.00	24,200.00	17,767.09	6,193.61	239.30	-
Environmental Commission:						
Other Expenses	450.00	450.00	-	-	450.00	-
Miscellaneous - Other Expenses (Matching Funds)	4,000.00	4,000.00	-	-	4,000.00	-
Office of Cable Television Commission:						
Other Expenses	23,600.00	23,600.00	13,170.00	2,225.00	8,205.00	-
Urban Enterprise Zone:						
Salaries and Wages	30,000.00	30,000.00	30,000.00	-	-	-
Other Expenses	3,280.00	43,280.00	1,721.01	336.22	41,222.77	-
Long Branch Arts Council:						
Other Expenses	21,000.00	21,000.00	10,500.00	-	10,500.00	-
Long Branch Parking Authority:						
Other Expenses	2,500.00	2,500.00	-	-	2,500.00	-
STATUTORY AND OTHER AGENCIES						
Planning Board:						
Other Expenses	7,335.00	7,335.00	1,740.00	2,648.00	2,947.00	-
Miscellaneous Other Expense (Retainer)	6,000.00	6,000.00	6,000.00	-	-	-
Zoning Board of Adjustment:						
Other Expenses	6,435.00	6,435.00	1,502.00	908.00	4,025.00	-
Miscellaneous Other Expense (Retainer)	12,000.00	12,000.00	6,500.00	1,000.00	4,500.00	-
Department of Building and Development:						
Office of the Director:						
Salaries and Wages	138,000.00	138,000.00	127,737.31	-	10,262.69	-
Other Expenses	7,380.00	7,380.00	7,200.00	-	180.00	-
Miscellaneous Other Expenses (Demolition)	60,000.00	60,000.00	-	15,600.00	44,400.00	-
Office of the Construction Official:						
Salaries and Wages	505,000.00	505,000.00	458,816.29	-	46,183.71	-
Other Expenses	23,546.00	23,546.00	12,477.13	4,646.51	6,422.36	-
Miscellaneous Other Expenses	171,700.00	171,700.00	131,532.83	-	40,167.17	-
Office of Planning:						
Salaries and Wages	305,500.00	305,500.00	268,805.27	-	36,694.73	-
Other Expenses	8,640.00	8,640.00	2,253.72	1,899.40	4,486.88	-
Miscellaneous Other Expenses (Redevelopment)	220,000.00	220,000.00	60,901.00	-	159,099.00	-
Office of the Tax Assessor:						
Salaries and Wages	264,500.00	264,500.00	258,820.63	-	5,679.37	-
Other Expenses	7,580.00	7,580.00	6,620.65	166.06	793.29	-
Miscellaneous Other Expenses	69,692.00	69,692.00	19,388.32	21,387.50	28,916.18	-

The accompanying Notes to Financial Statements are an integral part of this Statement.

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2017**

	Appropriated		Expended			Unexpended Balance Cancelled
	Adopted Budget	Budget After Modification	Paid	Encumbered	Reserved	
Municipal Court:						
Salaries and Wages	429,000.00	429,000.00	396,901.34	-	32,098.66	
Other Expenses	183,759.00	183,759.00	157,338.52	2,408.21	24,012.27	
Municipal Public Defender:						
Salaries and Wages	22,000.00	22,000.00	15,576.83	-	6,423.17	
Salary Adjustments						
Salaries and Wages	200,000.00	200,000.00	130,660.58	-	69,339.42	
Utilities:						
Electricity	225,000.00	225,000.00	206,323.29	12,328.04	6,348.67	
Telephone	175,000.00	175,000.00	153,866.71	6,396.46	14,736.83	
Natural Gas	90,000.00	90,000.00	72,811.19	12,003.56	5,185.25	
Street Lighting	450,000.00	450,000.00	404,784.57	451.23	44,764.20	
Fire Hydrant Service	206,000.00	207,100.00	189,510.20	17,228.20	361.60	
Water	68,000.00	68,000.00	59,683.39	79.76	8,236.85	
Sewer	13,000.00	13,000.00	7,008.10	-	5,991.90	
Diesel Fuel	255,000.00	212,000.00	106,802.92	32,425.03	72,772.05	
Gasoline	250,000.00	226,900.00	137,013.08	42,661.44	47,225.48	
Accumulated Leave Compensation:						
Salaries and Wages	200,000.00	200,000.00	200,000.00	-	-	
Total Operations - Within "CAPS"	39,860,457.34	39,860,457.34	35,885,982.38	1,217,818.82	2,756,656.14	-
Detail:						
Salaries and Wages	24,684,830.00	24,724,830.00	23,525,827.40	-	1,199,002.60	
Other Expenses	15,175,627.34	15,135,627.34	12,360,154.98	1,217,818.82	1,557,653.54	
Deferred Charges and Statutory Expenditures - Municipal - Within "CAPS"						
Statutory Expenditures:						
Contributions To:						
Public Employees Retirement System	1,280,704.00	1,280,704.00	1,179,709.95	-	100,994.05	
Social Security System (O.A.S.I.)	1,047,375.00	1,047,375.00	985,020.81	-	62,354.19	
Police and Fireman's Retirement System	2,981,736.00	2,981,736.00	2,981,736.00	-	-	
Unemployment Insurance	50,000.00	50,000.00	50,000.00	-	-	
Defined Contribution Retirement Program	10,000.00	10,000.00	6,159.68	-	3,840.32	
Total Deferred Charges and Statutory Expenditures - Municipal - Within "CAPS"	5,369,815.00	5,369,815.00	5,202,626.44	-	167,188.56	
Total General Appropriations for Municipal Purposes - Within "CAPS"	45,230,272.34	45,230,272.34	41,088,608.82	1,217,818.82	2,923,844.70	
OPERATIONS - EXCLUDED FROM "CAPS"						
Maintenance of Free Public Library:						
Other Expenses	1,585,307.00	1,585,307.00	1,278,896.42	-	306,410.58	
Disposal Costs (Sanitation and Recycling):						
Other Expenses	44,000.00	44,000.00	44,000.00	-	-	
Interlocal Municipal Service Agreements:						
Implementation of 911 System:						
Monmouth County:						
Other Expenses	128,576.00	128,576.00	118,101.90	-	10,474.10	
West Long Branch Finance Dept.						
Salaries and Wages	51,000.00	51,000.00	51,000.00	-	-	
Other Expenses	15,300.00	15,300.00	15,300.00	-	-	

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2017**

	Appropriated		Expendited			Unexpended Balance Cancelled	
	Adopted Budget	Budget After Modification	Paid	Encumbered	Reserved		
PUBLIC AND PRIVATE PROGRAMS OFFSET BY REVENUES							
County of Monmouth:							
Office on Aging Grant:							
Senior Citizen Program:							
Monmouth County Share	25,000.00	25,000.00	25,000.00				
Local Share	221,485.00	221,485.00	221,485.00				
U.S. Department of Agriculture							
U.S. Department of Security:							
Assistance to Firefighters Grant		562,680.00	562,680.00				
US Department of Justice:							
Edward Byrne Memorial Justice Assistance Grant		10,044.00	10,044.00				
Office of Community Oriented Policing							
COPS Hiring Program							
Federal Share	145,319.81	145,319.81	145,319.81				
Local Share							
US Department of Law and Public Safety:							
Safe and Secure Communities	60,000.00	60,000.00	60,000.00				
NJ Solid Waste Program:							
Recycling Tonnage Grant							
State of New Jersey:							
Department of Transportation							
Transportation Grant		231,766.00	231,766.00				
EDA - HDSFR Grant (Broadway)		20,742.00	20,742.00				
EDA - HDSFR Grant (Norwood)		71,247.00	71,247.00				
Department of Environmental Protection							
Clean Communities Grant	74,620.41	74,620.41	74,620.41				
Division of Criminal Justice:							
Body Armor Replacement		7,650.71	7,650.71				
Urban Enterprise Zone Administration:							
Security (Policing)	5,000.00	5,000.00	5,000.00				
Marketing and Business Development	32,500.00	32,500.00	32,500.00				
Shuttle Project (Year Round)	47,000.00	47,000.00	47,000.00				
Administrative Budget	13,000.00	13,000.00	13,000.00				
FEMA HMGP							
Flood Control Project	212,030.00	212,030.00	212,030.00				
2016 Body Works Camera	15,000.00	15,000.00	15,000.00				
Green Acres Grant							
Emergency Management Preparedness		7,000.00	7,000.00				
Bullet Proof Vest Partnership	7,637.68	13,725.68	13,725.68				
Total Operations - Excluded From "CAPS"	2,682,775.90	3,599,993.61	3,283,108.93		316,884.68		
Detail:							
Salaries and Wages	51,000.00	51,000.00	51,000.00				
Other Expenses	2,631,775.90	3,548,993.61	3,232,108.93		316,884.68		
Capital Improvements - Excluded From "CAPS":							
Capital Improvement Fund	400,000.00	400,000.00	400,000.00				

The accompanying Notes to Financial Statements are an integral part of this Statement.

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2017**

	<u>Appropriated</u>		<u>Expended</u>			<u>Unexpended Balance Cancelled</u>
	<u>Adopted Budget</u>	<u>Budget After Modification</u>	<u>Paid</u>	<u>Encumbered</u>	<u>Reserved</u>	
Capital Projects:						
Department of Recreation:						
Beach Lockers and Cabanas	100,000.00	100,000.00	93,808.76	-	6,191.24	-
Division of Police						
Parking Meter	330,000.00	330,000.00	319,533.22	-	10,466.78	-
Computer Hardware Server Switches	35,000.00	35,000.00	34,511.38	-	488.62	-
Total Capital Improvements - Excluded From "CAPS"	865,000.00	865,000.00	847,853.36	-	17,146.64	-
Municipal Debt Service - Excluded From "CAPS":						
Payment of Bond Principal	3,145,000.00	3,145,000.00	3,145,000.00	-	-	-
Payment of Bond Anticipation Notes and Capital Notes	168,100.00	168,100.00	168,096.29	-	-	3.71
Interest on Bonds	1,221,290.00	1,221,290.00	1,220,856.26	-	-	433.74
Interest on Notes	369,900.00	369,900.00	369,899.62	-	-	0.38
Green Trust Loan Program:						
Loan Repayments for Principal and Interest	120,220.00	120,220.00	120,216.88	-	-	3.12
Total Municipal Debt Service - Excluded From "CAPS"	5,024,510.00	5,024,510.00	5,024,069.05	-	-	440.95
Deferred Charges:						
Special Emergency Authorizations - 5 Years	140,000.00	140,000.00	140,000.00	-	-	-
Total Deferred Charges - Excluded From "CAPS"	140,000.00	140,000.00	140,000.00	-	-	-
Total General Appropriations for Municipal Purposes Excluded From "CAPS"						
	8,712,285.90	9,629,503.61	9,295,031.34	-	334,031.32	440.95
Subtotal General Appropriations	53,942,558.24	54,859,775.95	50,383,640.16	1,217,818.82	3,257,876.02	440.95
Reserve for Uncollected Taxes	2,018,563.81	2,018,563.81	2,018,563.81	-	-	-
Total General Appropriations	\$ 55,961,122.05	\$ 56,878,339.76	\$ 52,402,203.97	\$ 1,217,818.82	\$ 3,257,876.02	\$ 440.95
Adopted Budget		\$ 55,961,122.05				
Added by N.J.S. 40A:4-87		917,217.71				
		\$ 56,878,339.76				
Reserve for Uncollected Taxes		\$ 2,018,563.81				
Deferred Charges		140,000.00				
Reserve for Appropriated Grants		1,775,810.61				
Cash Disbursements		48,467,829.55				
		\$ 52,402,203.97				

EXHIBIT B

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
TRUST FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES
AND FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2017 AND 2016

<u>Assets</u>	<u>Reference</u>	<u>2017</u>	<u>2016</u>
Animal Control Fund:			
Cash	B-1	\$ 248,996.25	\$ 189,764.52
		<u>248,996.25</u>	<u>189,764.52</u>
Trust - Other Fund:			
Cash	B-1	<u>8,915,097.05</u>	<u>10,716,384.80</u>
		<u>8,915,097.05</u>	<u>10,716,384.80</u>
Housing and Community Development Fund:			
Cash	B-1	-	37,083.44
Grant Funds Receivable	B-8	<u>679,984.13</u>	<u>598,388.36</u>
		<u>679,984.13</u>	<u>635,471.80</u>
Payroll Agency Fund:			
Cash	B	<u>290,787.15</u>	<u>254,248.01</u>
Total Assets		<u>\$10,134,864.58</u>	<u>\$11,795,869.13</u>
<u>Liabilities and Reserves</u>			
Animal Control Fund:			
Due To State of New Jersey		\$ 12.00	\$ 31.20
Encumbrances Payable	B-3	<u>21,535.83</u>	<u>5,357.88</u>
Reserve for Animal Control Trust Fund			
Expenditures	B-4	<u>227,448.42</u>	<u>184,375.44</u>
		<u>248,996.25</u>	<u>189,764.52</u>
Trust - Other Fund:			
Various Reserves	B-5	<u>8,915,097.05</u>	<u>10,716,384.80</u>
Housing and Community Development Fund:			
Encumbrances Payable - H.U.D. Trust	B-6	40,063.42	180,454.11
Due to Current Fund	B-7	241,971.21	-
Grant Fund Reserves	B-9	<u>397,949.50</u>	<u>455,017.69</u>
		<u>679,984.13</u>	<u>635,471.80</u>
Payroll Agency Fund:			
Payroll Deductions Payable	B	<u>290,787.15</u>	<u>254,248.01</u>
Total Liabilities and Reserves		<u>\$10,134,864.58</u>	<u>\$11,795,869.13</u>

The accompanying Notes to Financial Statements are an integral part of this Statement.

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EXHIBIT C

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND
FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2017 AND 2016

	<u>Reference</u>	<u>2017</u>	<u>2016</u>
<u>Assets</u>			
Cash	C-1,C-2	\$ 5,361,701.74	\$ 9,479,670.70
Deferred Charges To Future Taxation:			
Funded	C-3	35,307,958.49	38,560,926.44
Unfunded	C-4	63,931,051.42	60,981,522.28
Grants Receivable	C-12	312,000.00	312,000.00
Due from Grant Fund	C	343,142.71	
Note Receivable	C	3,015,370.52	3,015,370.52
Total Assets		<u>\$ 108,271,224.88</u>	<u>\$ 112,349,489.94</u>
<u>Liabilities and Reserves</u>			
General Serial Bonds	C-5	\$ 34,551,000.00	\$ 37,696,000.00
Bond Anticipation Notes	C-6	23,707,615.00	21,196,000.00
Green Trust Loan Program	C-7	756,958.49	864,926.44
Improvement Authorizations:			
Funded	C-8	1,303,799.24	1,320,830.87
Unfunded	C-8	39,469,128.65	42,850,380.84
Encumbrances Payable	C-8	3,538,651.46	3,541,321.28
Capital Improvement Fund	C-9	343,958.02	118,958.02
Various Reserves	C-10	1,584,743.50	1,745,701.97
Reserve for:			
Note Receivable	C	3,015,370.52	3,015,370.52
Total Liabilities and Reserves		<u>\$ 108,271,224.88</u>	<u>\$ 112,349,489.94</u>

There were bonds and notes authorized but not issued on December 31, 2017 of \$40,223,436.42 and on December 31, 2016 of \$41,378,425.99 (Exhibit C-11).

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EXHIBIT D

**COUNTY OF MONMOUTH, NEW JERSEY
PUBLIC ASSISTANCE FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES
AND FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2017 AND 2016**

<u>Assets</u>	<u>Reference</u>	<u>2017</u>	<u>2016</u>
Cash	D-1	\$ 28,983.14	\$ 28,983.14
Total Assets		<u>\$ 28,983.14</u>	<u>\$ 28,983.14</u>
<u>Reserves</u>			
Reserve for Public Assistance Expenditures	D-2	\$ 28,983.14	\$ 28,983.14
Total Reserves		<u>\$ 28,983.14</u>	<u>\$ 28,983.14</u>

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EXHIBIT E

**COUNTY OF MONMOUTH, NEW JERSEY
SELF-INSURANCE FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES
AND FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2017 AND 2016**

<u>Assets</u>	<u>Reference</u>	<u>2017</u>	<u>2016</u>
Cash	E-1	<u>\$ 191,185.64</u>	<u>\$ 62,986.50</u>
Total Assets		<u>\$ 191,185.64</u>	<u>\$ 62,986.50</u>
<u>Liabilities and Reserves</u>			
Encumbrances Payable	E-2	\$ 45,071.40	\$ 17,147.26
Reserve for Self-Insurance	E-3	<u>146,114.24</u>	<u>45,839.24</u>
Total Liabilities and Reserves		<u>\$ 191,185.64</u>	<u>\$ 62,986.50</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

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EXHIBIT F

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL FIXED ASSETS ACCOUNT GROUP
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND
FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2017 AND 2016

<u>Assets</u>	<u>Reference</u>	<u>2017</u>	<u>2016</u>
Land and Improvements	F-1	\$19,032,143.35	\$19,032,143.35
Buildings and Improvements	F-1	10,396,100.00	10,396,100.00
Machinery and Equipment	F-1	8,017,441.00	6,070,606.00
Vehicles	F-1	<u>12,863,133.00</u>	<u>11,239,326.00</u>
 Total Assets		<u>\$50,308,817.35</u>	<u>\$46,738,175.35</u>
 <u>Fund Balance</u>			
Investment in Fixed Assets	F	<u>\$50,308,817.35</u>	<u>\$46,738,175.35</u>
 Total Fund Balance		<u>\$50,308,817.35</u>	<u>\$46,738,175.35</u>

The accompanying Notes to Financial Statements are an integral part of this statement.

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**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

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**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 1. Summary of Significant Accounting Policies

Description of Financial Reporting Entity

The City of Long Branch, County of Monmouth, New Jersey (hereafter referred to as the "City") is governed by the City form of government, with a mayor and a 6-member City Council. Administrative responsibilities are assigned to the City Manager. Policy is determined by Council and the Manager is responsible for carrying out such policy.

Component Units - GASB Statement 14, as amended by GASB Statements 39, 61 and 80, establishes criteria to be used in determining the component units, which should be included in the financial statements of a primary government. The financial statements of the City are not presented in accordance with GAAP (as discussed below). Therefore, the City had no component units as defined by GASB Statement No. 14, as amended by GASB Statements 39, 61 and 80.

Basis of Accounting, Measurement Focus and Basis of Presentation - The financial statements of the City contain all funds and account groups in accordance with the "Requirements of Audit" as promulgated by the State of New Jersey, Department of Community Affairs, Division of Local Government Services. The principles and practices established by the Requirements of Audit 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. Generally, the financial statements are presented using the flow of current financial resources measurement focus and modified accrual basis of accounting with minor exceptions as mandated by these "Requirements". In addition, the prescribed accounting principles previously referred to differ in certain respects from accounting principles generally accepted in the United States of America applicable to local government units. The more significant differences are explained further in this note.

In accordance with the "Requirements", the City accounts for its financial transactions through the use of separate funds, which are described as follows:

Current Fund – This fund accounts for revenues and expenditures for governmental operations of a general nature, including federal and state grant funds.

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

General Capital Fund – This fund accounts for receipt and disbursement of funds for the acquisition of general capital facilities, other than those acquired in the Current Fund.

General Fixed Asset Account Group – The Fixed Asset Account Group of accounts is utilized to account for property, land, buildings, and equipment that have been acquired by other funds of the City.

Public Assistance Fund - is used to account for resources restricted in use for the general welfare of citizens living within the City.

Self-Insurance Fund - is used to pay claims against the City for workers compensation, property insurance, general liability insurance, and automobile/automobile damage liabilities.

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 1. Summary of Significant Accounting Policies (continued)

Budgets and Budgetary Accounting - The City must adopt an annual budget for its Current Fund in accordance with *N.J.S.A.40A:4* et seq. *N.J.S.A.40A:4-5* requires the governing body to introduce and approve the annual municipal budget no later than February 10th of each year. At introduction, the governing body must fix the time and place for a public hearing on the budget and must advertise the time and place at least ten days prior to the hearing in a newspaper published and circulating in the municipality. The public hearing must not be held less than twenty-eight days after the date the budget was introduced. After the hearing has been held, the governing body may, by majority vote, adopt the budget or may amend the budget in accordance with *N.J.S.A.40A:4-9*. Amendments to adopted budgets, if any are detailed in the statements of revenues and expenditures.

An extension of the statutory dates for introduction, approval and adoption of the municipal budget may be granted by the Director of Local Government Services, with the permission of the Local Finance Board. Budgets are adopted on the same basis of accounting utilized for the preparation of the City's financial statements. Once a budget is approved it may be amended after November 1, by a resolution adopted by the governing body.

Cash, Cash Equivalents and Investments - Cash and Cash equivalents include petty cash, change funds and cash on deposit with public depositories. All certificates of deposit are recorded as cash regardless of the date of maturity. Under GAAP, investments are reported at fair value but under regulatory basis of accounting, investments are stated at cost therefore unrealized gains or losses on investments have not been recorded.

New Jersey municipal units are required by *N.J.S.A.40A:5-14* to deposit public funds in a bank or trust company having its place of business in the State of New Jersey and organized under the laws of the United States or of the State of New Jersey or in the New Jersey Cash Management Fund. *N.J.S.A.40A:5-15.1* provides a list of investments, which may be purchased by New Jersey municipal units. In addition, other State statutes permit investments in obligations issued by local utilities and other state agencies.

N.J.S.A.17:9-41 et seq. establishes the requirements for the security of deposits of governmental units. The statute requires that no governmental unit shall deposit public funds in a public depository unless such funds are secured in accordance with the Governmental Unit Deposit Protection Act, which was enacted in 1970 to protect governmental units from a loss of funds on deposit with a failed banking institution in New Jersey. Public depositories include State or federally chartered banks savings banks or associations located in or having a branch office in the State of New Jersey, the deposits of which are federally insured. All public depositories must pledge collateral, having a market value at least equal to five percent of the average daily balance of collected public funds, to secure the deposits of Governmental Units. If a public depository fails, the collateral it has pledged, plus the collateral of all other public depositories, is available to pay the amount of their deposits to the Governmental Units.

The cash management plan adopted by the City requires it to deposit funds in public depositories protected from loss under the provisions of the Act.

Interfunds - Interfund receivables and payables that arise from transactions between funds are recorded by all funds affected by such transactions in the period in which the transaction is executed. Interfund receivables in the Current Fund are recorded with offsetting reserves, which are created by charges to operations. Income is recognized in the year the receivables are liquidated. Interfund receivables in the other funds are not offset by reserves.

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 1. Summary of Significant Accounting Policies (continued)

Inventories and Supplies - The cost of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The costs of inventories are not included on the various statements of assets, liabilities, reserves and fund balance.

General Fixed Assets - Accounting for governmental fixed assets, as required by *N.J.A.C.5:30-5.6*, differs in certain respects from accounting principles generally accepted in the United States of America. In accordance with the regulations, all local units, including municipalities, must maintain a general fixed assets reporting system that establishes and maintains a physical inventory of nonexpendable, tangible property as defined and limited by the U.S. Office of Management and Budget Circular A-87 (Attachment B, Section 19), except that the useful life of such property is at least five years. The City has adopted a capitalization threshold of \$5,000.00, the maximum amount allowed by the Circular. Generally, assets are valued at historical cost; however, assets acquired prior to December 31, 1985 are valued at actual historical cost or estimated historical cost. In some instances, assets are valued at the assessed valuation of the property at the time of acquisition, which approximates fair value. No depreciation of general fixed assets is recorded. Donated general fixed assets are recorded at their acquisition value as of the date of the transaction. Interest costs relative to the acquisition of general fixed assets are recorded as expenditures when paid. Public domain ("infrastructure") general fixed assets consisting of certain improvements such as roads, bridges, curbs and gutters, streets and sidewalks and drainage systems are not capitalized. Expenditures for construction in progress are recorded in the capital funds until such time as the construction is completed and put into operation. The City is required to maintain a subsidiary ledger detailing fixed assets records to control additions, retirements, and transfers of fixed assets. In addition, a statement of general fixed assets, reflecting the activity for the year, must be included in the City's basic financial statements.

The regulations require that general fixed assets, whether constructed or acquired through purchase, grant or gift be included in the aforementioned inventory. In addition, property management standards must be maintained that includes accurate records indicating asset description, source, ownership, acquisition cost and date, the percentage of federal participation (if any), and the location, use, and condition of the asset. Periodically, physical inventories must be taken and reconciled with these records. All fixed assets must be adequately controlled to safeguard against loss, damage, or theft.

Foreclosed property - Foreclosed Property or "Property Acquired for Taxes" is recorded in the Current Fund at the assessed valuation when such property was acquired and is fully reserved. Ordinarily it is the intention of the City to resell foreclosed property in order to recover all or a portion of the delinquent taxes or assessments and to return the property to a taxpaying basis. For this reason the value of foreclosed property has not been included in the General Fixed Assets Account Group. If such property is converted to a municipal use, it will be recorded in the General Fixed Assets Account Group.

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

Fund Balance - Fund Balance included in the Current Fund represent the amount available for anticipation as revenue in future year's budgets, with certain restrictions.

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 1. Summary of Significant Accounting Policies (continued)

Revenues – are recorded when received in cash except for certain amounts, which are due from other governmental units. Revenue from Federal and State grants are realized when anticipated as such in the City's budget. Receivables for property taxes are recorded with offsetting reserves on the statement of assets, liabilities, reserves and fund balance of the City's Current Fund; accordingly, such amounts are not recorded as revenue until collected. Other amounts that are due the City, which are susceptible to accrual are also recorded as receivables with offsetting reserves and recorded as revenues when received.

Property Tax Revenues – are collected in quarterly installments due February 1, May 1, August 1 and November 1. The amount of tax levied includes not only the amount required in support of the City's annual budget, but also the amounts required in support of the budgets of the County of Monmouth and Long Branch School District. Unpaid property taxes are subject to tax sale in accordance with statutes.

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

School Taxes – The municipality is responsible for levying, collecting and remitting school taxes for the Long Branch School District. Operations are charged for the full amount required to be raised from taxation to operate the local school district July 1 to June 30.

Deferred School Taxes – School taxes raised in advance in the Current Fund for a school fiscal year (July 1 to June 30) which remain unpaid at December 31 of the calendar year levied may be deferred to fund balance to the extent of not more than 50% of the annual levy providing no requisition has been made by the school district for such amount.

Reserve for Uncollected Taxes – The inclusion of the "Reserve for Uncollected Taxes" appropriation in the City's annual budget protects the City from taxes not paid currently. The Reserve, the minimum amount of which is determined on the percentage of collections experienced in the immediate preceding year, with certain exceptions, is required to provide assurance that cash collected in the current year will provide sufficient cash flow to meet expected obligations.

Expenditures – are recorded on the "budgetary" basis of accounting. Generally, expenditures are recorded when an amount is encumbered through the issuance of a numerically controlled purchase order or when a contract is executed as required by Technical Accounting Directive No. 85-1. When an expenditure is paid, the amount encumbered is simultaneously liquidated in its original amount. Encumbrances are offset by an account entitled reserve for encumbrances. The reserve is classified as a cash liability under New Jersey municipal accounting. At December 31, this reserve represents the portion of appropriation reserves that has been encumbered and is subject to the same statutory provisions as appropriation reserves. Appropriations for interest payments on outstanding general capital bonds and notes are provided on the cash basis.

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 1. Summary of Significant Accounting Policies (continued)

Appropriation Reserves – Appropriation reserves covering unexpended appropriation balances are automatically created at year-end and recorded as liabilities, except for amounts, which may be cancelled by the governing body. Appropriation reserves and reserve for encumbrances at current year end are available until December 31st of the succeeding year to meet specific claims, commitments or contracts incurred during the preceding year. Any unspent balances at this time are lapsed appropriation reserves and recorded as income.

Long-Term Debt - Long-Term Debt relative to the acquisition of capital assets, is recorded as a liability in the General Capital Fund. Where an improvement is a “local improvement”, i.e. assessable upon completion, long-term debt associated with that portion of the cost of the improvement to be funded by assessments is transferred to the Trust Fund upon the confirmation of the assessments or when the improvement is fully and permanently funded.

Compensated Absences – Expenditures relating to obligations for unused vested accumulated vacation and sick leave are not recorded until paid; however, municipalities may establish and budget reserve funds subject to NJSA 40A:4-39 for the future payment of compensated absences.

Recent Accounting Pronouncements – The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. GASB has recently adopted accounting statements to be used by governmental units when reporting financial position and results of operations in accordance with accounting principles generally accepted in the United States of America. (GAAP). The municipalities in the State of New Jersey do not prepare financial statements in accordance with GAAP and thus do not comply with all of the GASB pronouncements; and there have been no GASB pronouncements effective for the current year that have a significant impact of the City’s financial statements.

Note 2. Deposits and Investments

The City is governed by the deposit and investment limitations of New Jersey state law.

Deposits

Custodial Credit Risk Related to Deposits - Custodial credit risk is the risk that, in the event of a bank failure, the City’s deposits may not be returned. Although the City does not have a formal policy regarding custodial credit risk, NJSA 17:9-41 et seq. requires that the governmental units shall deposit public funds in public depositories protected from loss under the provisions of the Governmental Unit Deposit Protection Act (GUDPA). GUDPA is a supplemental insurance program set forth by the New Jersey Legislature to protect the deposits of local governmental agencies. The program is administered by the Commissioner of the New Jersey Department of Banking and Insurance. Under the Act, the first \$250,000 of governmental deposits in each insured depository is protected by FDIC. Public funds owned by the City in excess of FDIC insured amounts are protected by GUDPA. However, GUDPA does not protect intermingled trust funds such as salary withholdings, bail funds or funds that may pass to the City relative to the happening of a future condition. Such funds are shown as Uninsured and Uncollateralized in the schedule below.

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 2. Deposits and Investments (continued)

As of December 31, 2017, the City's bank balance of \$40,452,538.00 was insured or collateralized as follows:

Insured under FDIC and GUDPA	\$ 36,042,066.32
Uninsured and Uncollateralized	<u>2,498,603.57</u>
	<u><u>\$ 38,540,669.89</u></u>

Note 3. Property Taxes

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

Comparison Schedule of Tax Rates

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Tax Rate	<u>\$ 2.061</u>	<u>\$ 2.021</u>	<u>\$ 2.227</u>
Apportionment of Tax Rate:			
Municipal	0.867	0.864	0.957
County General	0.283	0.281	0.321
Local School	0.911	0.876	0.949

Assessed Valuation

<u>Year</u>	<u>Amount</u>
2017	\$4,530,914,200.00
2016	4,481,343,953.00
2015	3,900,327,397.00

Comparison of Tax Levies and Collections

<u>Year</u>	<u>Tax Levy</u>	<u>Cash Collections</u>	<u>Percentage Of Collection</u>
2017	\$93,651,969.09	\$91,850,024.04	98.07%
2016	90,727,886.97	89,243,891.61	98.36%
2015	87,054,590.34	85,328,782.77	98.01%

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 3. Property Taxes (continued)

Delinquent Taxes and Tax Title Liens

<u>Year</u>	<u>Tax Title Liens</u>	<u>Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage Of Tax Levy</u>
2017	\$ 82,069.14	\$ 1,366,993.26	\$ 1,449,062.40	1.55%
2016	85,597.26	1,349,711.36	1,435,308.62	1.58%
2015	537,900.30	1,423,615.09	1,961,515.39	2.25%

The last tax sale was held on September 12, 2017.

Note: 4: Property Acquired By Tax Title Lien Liquidation

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

<u>Year</u>	<u>Amount</u>
2017	\$ 6,269,600.00
2016	6,269,600.00
2015	6,340,500.00

Note: 5: Fund Balances Appropriated

The following schedule details the amount of fund balances available at the end of the current year and four previous years and the amounts utilized in the subsequent year's budgets:

<u>Year</u>	<u>Balance December 31,</u>	<u>Utilized in Budget of Succeeding Year</u>	<u>Percentage of Fund Balance Used</u>
Current Fund:			
2017	\$11,733,886.87	\$ 3,794,797.35	32.34%
2016	10,393,889.24	2,900,000.00	27.90%
2015	8,968,001.97	2,900,000.00	32.34%

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note: 6: Interfund Receivables, Payables and Transfers

The following interfund balances were recorded in the various statements of assets liabilities, reserves and fund balances at December 31, 2017:

Fund	Interfund Receivable	Interfund Payable
Current Fund	\$ 241,971.21	\$ 559,051.47
State and Federal Grant Fund	559,051.47	343,142.71
HUD Trust	-	241,971.21
Capital Fund	<u>343,142.71</u>	<u>-</u>
	<u><u>\$ 1,144,165.39</u></u>	<u><u>\$ 1,144,165.39</u></u>

The interfund receivables and payables above predominately resulted from payment made by certain funds on behalf of other funds. All interfund balances are expected to be repaid within one year.

A summary of interfund transfers is as follows:

Fund	Transfers In	Transfers Out
Current Fund	\$3,093,829.32	\$ 3,535,590.09
State and Federal Grant Fund	3,293,618.88	3,093,829.32
HUD Trust	<u>241,971.21</u>	<u>-</u>
	<u><u>\$ 6,629,419.41</u></u>	<u><u>\$ 6,629,419.41</u></u>

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them (i.e. interest earning), (2) provide cash flow to other funds to temporary finance expenditures that are on a reimbursable basis (i.e. grants), (3) when no bank account exists for a fund, and (4) utilizing surplus or fund balance from one fund as budgeted revenue in another.

CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 7. Fixed Assets

The following is a summary of changes in the General Fixed Assets Account Group for the year ended December 31, 2017.

	Balance				Appraisal <u>Adjustment</u>	Balance December 31, <u>2017</u>
	<u>December 31, 2016</u>	<u>Additions</u>	<u>Deletions</u>	<u>-</u>		
Land	\$ 19,032,143.35	\$ -	\$ -	\$ -	\$ -	\$ 19,032,143.35
Buildings and Improvements	10,396,100.00	- -	- -	- -	- -	10,396,100.00
Machinery & Equipment	6,070,606.00	2,560,609.00	611,176.00	(2,598.00)	8,017,441.00	8,017,441.00
Vehicles	11,239,326.00	1,635,709.00	14,500.00	2,598.00	12,863,133.00	12,863,133.00
	<hr/> <u>\$ 46,738,175.35</u>	<hr/> <u>\$ 4,196,318.00</u>	<hr/> <u>\$ 625,676.00</u>	<hr/> <u>\$ -</u>	<hr/> <u>\$ 50,308,817.35</u>	

Note 8. Pension Obligations

A. Public Employees' Retirement System (PERS)

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

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

The following represents the membership tiers for PERS:

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

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

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 8. Pension Obligations (continued)

A. Public Employees' Retirement System (PERS) (continued)

Basis of Presentation - The schedules of employer allocations and the schedules of pension amounts by employer (collectively, the Schedules) present amounts that are considered elements of the financial statements of PERS or its participating employers. Accordingly, they do not purport to be a complete presentation of the financial position or changes in financial position of PERS or the participating employers. The accompanying Schedules were prepared in accordance with U.S. generally accepted accounting principles. Such preparation requires management of PERS to make a number of estimates and assumptions relating to the reported amounts. Due to the inherent nature of these estimates, actual results could differ from those estimates.

Contributions - The contribution policy for PERS is set by *N.J.S.A. 43:15A* and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's pension contribution is based on an actuarially determined amount, which includes the employer portion of the normal cost and an amortization of the unfunded accrued liability. Funding for noncontributory group insurance benefits is based on actual claims paid. For the fiscal year 2017, the State's pension contribution was less than the actuarial determined amount. The local employers' contribution amounts are based on an actuarially determined rate, which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PERS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of assets. For the year ended December 31, 2017, the City's contractually required contribution to PERS plan was \$1,236,976.

Components of Net Pension Liability - At December 31, 2017, the City's proportionate share of the PERS net pension liability was \$31,082,724. The net pension liability was measured as of June 30, 2017. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of July 1, 2016, which was rolled forward to June 30, 2017. The City's proportion of the net pension liability was based on the City's actual contributions to the plan relative to the total of all participating employers' contributions for the year ended June 30, 2017. The City's proportion measured as of June 30, 2017, was .133526% which was a decrease of .004648% from its proportion measured as of June 30, 2016.

CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 8. Pension Obligations (continued)

A. Public Employees' Retirement System (PERS) (continued)

Collective Balances at December 31, 2017 and December 31, 2016

	<u>12/31/2017</u>	<u>12/30/2016</u>
Actuarial valuation date (including roll forward)	June 30, 2017	June 30, 2016
Deferred Outflows of Resources	\$ 8,221,096	\$ 12,123,980
Deferred Inflows of Resources	7,067,610	
Net Pension Liability	31,082,724	40,923,240
City's portion of the Plan's total net pension Liability	0.13353%	0.13817%

Pension Expense and Deferred Outflows/Inflows of Resources - At December 31, 2017, the City's proportionate share of the PERS expense, calculated by the plan as of the June 30, 2017 measurement date is \$2,241,942. This expense is not recognized by the City because of the regulatory basis of accounting as described in Note 1, but as previously mentioned the City contributed \$1,236,976 to the plan in 2017.

At December 31, 2017, the City reported deferred outflows of resources and deferred inflows of resources related to PERS from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between Expected and Actual Experience	\$ 731,891	\$ -
Changes of Assumptions	6,262,098	6,239,140
Net Difference between Projected and Actual Earnings on Pension Plan Investments	211,652	-
Changes in Proportion and Differences between City Contributions and Proportionate Share of Contributions	<u>1,015,455</u>	<u>828,470</u>
	<u>\$ 8,221,096</u>	<u>\$ 7,067,610</u>

CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 8. Pension Obligations (continued)

A. Public Employees' Retirement System (PERS) (continued)

The City will amortize the above sources of deferred outflows and inflows related to PERS over the following number of years:

	<u>Deferred Outflow of Resources</u>	<u>Deferred Inflow of Resources</u>
Differences between Expected and Actual Experience		
Year of Pension Plan Deferral:		
June 30, 2014	-	-
June 30, 2015	5.72	-
June 30, 2016	5.57	-
June 30, 2017	5.48	-
Changes of Assumptions		
Year of Pension Plan Deferral:		
June 30, 2014	6.44	-
June 30, 2015	5.72	-
June 30, 2016	5.57	-
June 30, 2017	-	5.48
Net Difference between Projected and Actual Earnings on Pension Plan Investments		
Year of Pension Plan Deferral:		
June 30, 2014	-	5.00
June 30, 2015	-	5.00
June 30, 2016	5.00	-
June 30, 2017	5.00	-
Changes in Proportion and Differences between Contributions and Proportionate Share of Contributions		
Year of Pension Plan Deferral:		
June 30, 2014	6.44	6.44
June 30, 2015	5.72	5.72
June 30, 2016	5.57	5.57
June 30, 2017	5.48	5.48

CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 8. Pension Obligations (continued)

A. Public Employees' Retirement System (PERS) (continued)

The following is a summary of the deferred outflows of resources and deferred inflows of resources related to PERS that will be recognized in future periods:

Year Ending	Dec 31,	Amount
2018	\$ 875,697	
2019	1,240,224	
2020	851,712	
2021	(1,074,545)	
2022	<u>(739,602)</u>	
		<u>\$ 1,153,486</u>

Actuarial Assumptions - The total pension asset/(liability) as of the measurement date was determined by using an actuarial valuation as noted in the table below, with update procedures used to roll forward the total pension liability to the measurement date. The actuarial valuations used the following actuarial assumptions:

Inflation	2.25%
Salary Increases:	
Through 2026	1.65% - 4.15% Based on Age
Thereafter	2.65% - 5.15% Based on Age
Investment Rate of Return	
	7.00%
Mortality Rate Table	
	RP-2000
Period of Actuarial Experience	
Study upon which Actuarial	
Assumptions were Based	July 1, 2011 - June 30, 2014

Pre-retirement mortality rates were based on the RP-2000 Employee Preretirement Mortality Table for male and female active participants. For State employees, mortality tables are set back 4 years for males and females. For local employees, mortality tables are set back 2 years for males and 7 years for females. In addition, the tables provide for future improvements in mortality from the base year of 2013 using a generational approach based on the plan actuary's modified MP-2014 projection scale. Post-retirement mortality rate were based on the RP-2000 Combined Healthy Male and Female Mortality Tables (setback 1 year for males and females) for service retirements and beneficiaries of former members and a one-year static projection based on the mortality improvement Scale AA. In addition, the tables for service

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 8. Pension Obligations (continued)

A. Public Employees' Retirement System (PERS) (continued)

retirements and beneficiaries of former members provide for future improvements in mortality from the base year of 2013 using a generational approach based on the plan actuary's modified MP-2014 projection scales. Disability retirement rates used to value disabled retirees were based on the RP-2000 Disabled Mortality Table (set back 3 years for males and set forward 1 year for females).

The actuarial assumptions used in the July 1, 2016 valuation were based on the results of an actuarial experience study for the period July 1, 2011 to June 30, 2014. It is likely that future experience will not exactly conform to these assumptions. To the extent that actual experience deviates from these assumptions, the emerging liabilities may be higher or lower than anticipated. The more the experience deviates, the larger the impact on future financial statements.

Long-Term Expected Rate of Return - In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2017) 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 rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2017 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Absolute Return/Risk Mitigation	5.00%	5.51%
Cash	5.50%	1.00%
U.S. Treasuries	3.00%	1.87%
Investment grade credit	10.00%	3.78%
Public High Yield	2.50%	6.82%
Global Diversified Credit	5.00%	7.10%
Credit Oriented Hedge Funds	1.00%	6.60%
Debt Related Private Equity	2.00%	10.63%
Debt Related Real Estate	1.00%	6.61%
Private Real Asset	2.50%	11.83%
Equity Related Real Estate	6.25%	9.23%
U.S. Equity	30.00%	8.19%
Non-U.S. Developed Markets Equity	11.50%	9.00%
Emerging Markets Equity	6.50%	11.64%
Buyouts/Venture Capital	8.25%	13.08%
		<u>100.00%</u>

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 8. Pension Obligations (continued)

A. Public Employees' Retirement System (PERS) (continued)

Discount Rate - The discount rate used to measure the total pension liability was 5.00% as of June 30, 2017. The single blended discount rate was based on long-term expected rate of return on pension plan investments of 7.00%, and a municipal bond rate of 3.58% as of June 30, 2017 based on the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipals bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the contribution rate in the most recent fiscal year. The State employer contributed 40% of the actuarially determined contributions and the local employers contributed 100% of their actuarially determined contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2040. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2040 and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

Sensitivity of the City's proportionate share of the Net Pension Liability to Changes in the Discount Rate - The following presents the City's proportionate share of the net pension liability calculated using the discount rate as disclosed above, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (4.00%) or 1-percentage-point higher (6.00%) than the current rate:

	1% Decrease <u>(4.00%)</u>	Current Discount Rate <u>(5.00%)</u>	1% Increase <u>(6.00%)</u>
City's Proportionate Share of the Net Pension Liability	\$ 38,560,228	\$ 31,082,724	\$ 24,853,036

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 PFRS, please refer to the Division's Comprehensive Annual Financial Report (CAFR) which can be found at <http://www.nj.gov/treasury/pensions/financial-reports.shtml>.

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

The following represents the membership tiers for PFRS:

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

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 8. Pension Obligations (continued)

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

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

Basis of Presentation - The schedules of employer allocations and the schedules of pension amounts by employer (collectively, the Schedules) present amounts that are considered elements of the financial statements of PFRS or its participating employers. Accordingly, they do not purport to be a complete presentation of the financial position or changes in financial position of PFRS or the participating employers. The accompanying Schedules were prepared in accordance with U.S. generally accepted accounting principles. Such preparation requires management of PFRS to make a number of estimates and assumptions relating to the reported amounts. Due to the inherent nature of these estimates, actual results could differ from those estimates.

Contributions - The contribution policy for PFRS is set by *N.J.S.A. 43:16A* and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's contribution amount is based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. For fiscal year 2017, the State contributed an amount less than the actuarially determined amount. The Local employers' contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PFRS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of assets. For the year ended December 31, 2017, the City's contractually required contributions to PFRS plan was \$3,167,439.

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

Net Pension Liability and Pension Expense - At December 31, 2017 the City's proportionate share of the PFRS net pension liability was \$55,252,107. The net pension liability was measured as of June 30, 2017. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of July 1, 2016, to the measurement date of June 30, 2017. The City's proportion of the net pension liability was based on the City's actual contributions to the plan relative to the total of all participating employers' contributions for the year ended June 30, 2017. The City's proportion measured as of June 30, 2017, was .357895%, which was an increase of .012933% from its proportion measured as of June 30, 2016.

CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 8. Pension Obligations (continued)

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

Collective Balances at December 31, 2017 and December 31, 2016

	<u>12/31/2017</u>	<u>12/31/2016</u>
Actuarial valuation date (including roll forward)	June 30, 2017	June 30, 2016
Deferred Outflows of Resources	\$ 10,793,673	\$ 15,112,374
Deferred Inflows of Resources	9,372,964	432,631
Net Pension Liability	55,252,107	65,998,617
City's portion of the Plan's total net pension Liability	0.35790%	0.34496%

Pension Expense and Deferred Outflows/Inflows of Resources – At December 31, 2017, the City's proportionate share of the PFRS expense, calculated by the plan as of the June 30, 2017 measurement date was \$5,010,983. This expense is not recognized by the City because of the regulatory basis of accounting as described in Note 1, but as previously mentioned the City contributed \$3,167,439 to the plan in 2017.

At December 31, 2017, the City had deferred outflows of resources and deferred inflows of resources related to PFRS from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between Expected and Actual Experience	\$ 358,443	\$ 324,284
Changes of Assumptions	6,813,200	9,048,680
Net Difference between Projected and Actual Earnings on Pension Plan Investments	1,054,340	-
Changes in Proportion and Differences between City Contributions and Proportionate Share of Contributions	<u>2,567,690</u>	<u>-</u>
	<u>\$ 10,793,673</u>	<u>\$ 9,372,964</u>

CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 8. Pension Obligations (continued)

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

The City will amortize the above sources of deferred outflows and inflows related to PFRS over the following number of years:

	<u>Deferred Outflow of Resources</u>	<u>Deferred Inflow of Resources</u>
Differences between Expected and Actual Experience		
Year of Pension Plan Deferral:		
June 30, 2014	-	-
June 30, 2015	-	5.53
June 30, 2016	-	5.58
June 30, 2017	5.59	-
Changes of Assumptions		
Year of Pension Plan Deferral:		
June 30, 2014	6.17	-
June 30, 2015	5.53	-
June 30, 2016	5.58	-
June 30, 2017	-	5.59
Net Difference between Projected and Actual Earnings on Pension Plan Investments		
Year of Pension Plan Deferral:		
June 30, 2014	-	5.00
June 30, 2015	-	5.00
June 30, 2016	5.00	-
June 30, 2017	5.00	-
Changes in Proportion and Differences between Contributions and Proportionate Share of Contributions		
Year of Pension Plan Deferral:		
June 30, 2014	6.17	6.17
June 30, 2015	5.53	5.53
June 30, 2016	5.58	5.58
June 30, 2017	5.59	5.59

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 8. Pension Obligations (continued)

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

The following is a summary of the deferred outflows of resources and deferred inflows of resources related to PFRS that will be recognized in future periods:

Year Ending	
<u>Dec 31,</u>	<u>Amount</u>
2018	\$ 1,234,003
2019	2,302,333
2020	505,524
2021	(1,703,596)
2022	<u>(917,555)</u>
	 <u>\$ 1,420,709</u>

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 is considered to be a special funding situation as defined by GASB Statement No. 68 and the State is treated as a non-employer contributing entity. Since the local participating employers do not contribute under this legislation directly to the plan (except for employer specific financed amounts), there is no net pension liability to report in the financial statements of the local participating employers related to this legislation.

Additionally, the State's proportionate share of the PFRS net pension liability attributable to the City is \$6,188,701 as of December 31, 2017. The net pension liability was measured as of June 30, 2017. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of July 1, 2016, to the measurement date of June 30, 2017. The State's proportion of the net pension liability associated with the City was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. The State's proportion measured as of June 30, 2017 was .357895%, which was an increase of .012933% from its proportion measured as of June 30, 2016, which is the same proportion as the City's. At December 31, 2017, the City's and the State of New Jersey's proportionate share of the PFRS net pension liability were as follows:

CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 8. Pension Obligations (continued)

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

City's Proportionate Share of Net Pension Liability	\$ 55,252,107
State of New Jersey's Proportionate Share of Net Pension Liability Associated with the City	<u>6,188,701</u>
	<u><u>\$ 61,440,808</u></u>

At December 31, 2017, the State's proportionate share of the PFRS expense, associated with the City, calculated by the plan as of the June 30, 2017 measurement date was \$757,018.

Actuarial Assumptions - The total pension asset/(liability) as of the measurement date was determined by using an actuarial valuation as noted in the table below, with update procedures used to roll forward the total pension liability to the measurement date. The actuarial valuations used the following actuarial assumptions:

Inflation	2.25%
Salary Increases:	
Through 2026	2.10% - 8.98% Based on Age
Thereafter	3.10% - 9.98% Based on Age
Investment Rate of Return	7.00%
Mortality Rate Table	RP-2000
Period of Actuarial Experience	
Study upon which Actuarial Assumptions were Based	July 1, 2010 - June 30, 2013

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

CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 8. Pension Obligations (continued)

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

The actuarial assumptions used in the July 1, 2016 valuation were based on the results of an actuarial experience study for the period July 1, 2010 to June 30, 2013.

Long-Term Expected Rate of Return - In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2017) 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 rates of return for each major asset class included in PFRS's target asset allocation as of June 30, 2017 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Absolute Return/Risk Mitigation	5.00%	5.51%
Cash	5.50%	1.00%
U.S. Treasuries	3.00%	1.87%
Investment grade credit	10.00%	3.78%
Public High Yield	2.50%	6.82%
Global Diversified Credit	5.00%	7.10%
Credit Oriented Hedge Funds	1.00%	6.60%
Debt Related Private Equity	2.00%	10.63%
Debt Related Real Estate	1.00%	6.61%
Private Real Asset	2.50%	11.83%
Equity Related Real Estate	6.25%	9.23%
U.S. Equity	30.00%	8.19%
Non-U.S. Developed Markets Equity	11.50%	9.00%
Emerging Markets Equity	6.50%	11.64%
Buyouts/Venture Capital	8.25%	13.08%
		<u>100.00%</u>

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 8. Pension Obligations (continued)

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

Discount Rate - The discount rate used to measure the total pension liability was 6.14% as of June 30, 2017. The single blended discount rate was based on long-term expected rate of return on pension plan investments of 7.00%, and a municipal bond rate of 3.58% as of June 30, 2017 based on the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipals bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the contribution rate in the most recent fiscal year. The State employer contributed 40% of the actuarially determined contributions and the local employers contributed 100% of their actuarially determined contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2057. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2057 and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

Sensitivity of the City's proportionate share of the Net Pension Liability to Changes in the Discount Rate - The following presents the City's proportionate share of the net pension liability calculated using the discount rate as disclosed above, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.14%) or 1-percentage-point higher (7.14%) than the current rate:

	1% Decrease <u>(5.14%)</u>	Current Discount Rate <u>(6.14%)</u>	1% Increase <u>(7.14%)</u>
City's Proportionate Share of the Net Pension Liability	\$ 72,799,201	\$ 55,252,107	\$ 40,835,174
State of New Jersey's Proportionate Share of Net Pension Liability associated with the City	<u>8,154,123</u>	<u>6,188,701</u>	<u>4,573,883</u>
	<u><u>\$ 80,953,324</u></u>	<u><u>\$ 61,440,808</u></u>	<u><u>\$ 45,409,057</u></u>

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

CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 9. Municipal Debt

The following schedule represents the City's summary of debt, as filed in the City's Annual Debt Statement required by the Local Bond Law of New Jersey for the current and two previous years:

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Issued:			
General:			
Bonds, Notes and Loans	<u>\$ 59,015,573.49</u>	<u>\$ 59,756,926.44</u>	<u>\$ 55,417,129.91</u>
Total Debt Issued	<u>59,015,573.49</u>	<u>59,756,926.44</u>	<u>55,417,129.91</u>

Authorized but not issued:

General:			
Bonds, Notes and Loans	<u>40,223,436.42</u>	<u>41,378,425.99</u>	<u>49,420,851.40</u>
Total Authorized But Not Issued	<u>40,223,436.42</u>	<u>41,378,425.99</u>	<u>49,420,851.40</u>
Total Gross Debt	<u>\$ 99,239,009.91</u>	<u>\$ 101,135,352.43</u>	<u>\$ 104,837,981.31</u>

Deductions:

General:			
Funds on Hand For Payment of Bonds and Notes:			
Reserve for Debt Service	<u>1,572,621.45</u>	<u>1,733,579.92</u>	<u>2,500,000.00</u>
Total Deductions	<u>1,572,621.45</u>	<u>1,733,579.92</u>	<u>2,500,000.00</u>
Total Net Debt	<u>\$ 97,666,388.46</u>	<u>\$ 99,401,772.51</u>	<u>\$ 102,337,981.31</u>

Summary of Statutory Debt Condition - Annual Debt Statement

The following schedule is a summary of the previous schedule and is prepared in accordance with the required method of setting up the Annual Debt Statement:

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local School Debt	<u>\$ 6,940,000.00</u>	<u>\$ 6,940,000.00</u>	<u>\$ 0.00</u>
General Debt	<u>99,239,009.91</u>	<u>1,572,621.45</u>	<u>97,666,388.46</u>
	<u>\$ 106,179,009.91</u>	<u>\$ 8,512,621.45</u>	<u>\$ 97,666,388.46</u>

Net Debt \$97,666,388.46 divided by the average Equalized Valuation Basis per N.J.S.A 40A:2-2 as amended, \$4,714,084,258, equals 2.072%. New Jersey statute 40A:2-6, as amended, limits the debt of a Municipality to 3.5% of the last three preceding year's average equalized valuations of real estate, including improvements and the assessed valuation of Class II Railroad Property. The remaining borrowing power in dollars at December 31, 2017 is calculated as follows:

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 9. Municipal Debt (continued)

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

3 1/2% of Equalized Valuation Basis (Municipal)	\$ 164,992,949.03
Net Debt	<u>97,666,388.46</u>
Remaining Borrowing Power	<u>\$ 67,326,560.57</u>

General Debt

A. Serial Bonds Payable

Schedule of Annual Debt Service for Principal and Interest for the next five (5) years and increments thereafter for Bonded Debt Issued and Outstanding:

Principal and interest due on the outstanding bonds is as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	3,235,000.00	891,033.76	4,126,033.76
2019	3,305,000.00	783,771.26	4,088,771.26
2020	3,355,000.00	667,333.76	4,022,333.76
2021	3,225,000.00	538,258.76	3,763,258.76
2022	2,680,000.00	440,883.76	3,120,883.76
2023-2027	11,720,000.00	1,121,478.16	12,841,478.16
2028-2032	5,000,000.00	302,325.00	5,302,325.00
2033-2037	2,031,000.00	15,465.00	2,046,465.00
	<u>\$ 34,551,000.00</u>	<u>\$ 4,760,549.46</u>	<u>\$ 39,311,549.46</u>

B. Bond Anticipation Notes Payable – Short Term Debt

The following is a summary of bond anticipation notes payable accounted for in the General Capital Fund at December 31, 2017:

<u>Description</u>	<u>Date of Maturity</u>	<u>Rate</u>	<u>Balance December 31, 2017</u>
Various Capital Improvements	2/9/2018	2.500%	<u>\$23,707,615.00</u>
			<u>\$23,707,615.00</u>

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 9. Municipal Debt (continued)

The purpose of these short-term borrowings was to provide resources for general capital construction, acquisitions or improvement projects and other purposes permitted by State Local Bond Law NJS 40A:2 et. seq.

C. Bonds and Notes Authorized But Not Issued

As of December 31, 2017, the City had \$37,723,436.42 in various General Capital bonds and notes authorized but not issued.

D. Loans Payable

Schedule of Annual Debt Service for Principal and Interest for the next five (5) years and increments thereafter for Loan Debt Issued and Outstanding:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	\$ 67,952.91	\$ 10,656.93	\$ 78,609.84
2019	68,948.58	9,661.24	78,609.82
2020	69,964.29	8,645.54	78,609.83
2021	71,000.39	7,609.45	78,609.84
2022	72,057.33	6,552.51	78,609.84
2023-2027	311,504.80	17,122.58	328,627.38
2028-2030	95,530.19	2,050.67	97,580.86
	<u>\$ 756,958.49</u>	<u>\$ 62,298.92</u>	<u>\$ 819,257.41</u>

Summary of Principal Debt

A summary of the changes in long-term and short term debt of the City is as follows:

	<u>December 31, 2016</u>	<u>Accrued/ Increases</u>	<u>Retired/ Decreases</u>	<u>December 31, 2017</u>	<u>Due Within One Year</u>
General Capital:					
General Bonds	\$ 37,696,000.00	\$ -	\$ 3,145,000.00	\$ 34,551,000.00	\$ 3,235,000.00
Bond Anticipation Notes	21,196,000.00	14,930,415.00	12,418,800.00	23,707,615.00	23,707,615.00
Loans	864,926.44	-	107,967.95	756,958.49	67,952.91
Other:					
Compensated Absences	6,474,677.80	-	1,017,037.72	5,457,640.08	
	<u>\$ 66,231,604.24</u>	<u>\$ 14,930,415.00</u>	<u>\$ 16,688,805.67</u>	<u>\$ 64,473,213.57</u>	<u>\$ 27,010,567.91</u>

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 10. Deferred Charges to be Raised in Succeeding Budgets

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2017 the following deferred charges are shown on the statement of assets, liabilities, reserves and fund balances of the following funds:

<u>Description</u>	Balance December 31, 2017	2018 Budget <u>Appropriation</u>	Balance to Succeeding Budgets
Current Fund:			
Special Emergency Authorizations (40A:4-55)	\$ 140,000.00	\$ 140,000.00	\$ -

Note 11. Disaggregated Receivable and Payable Balances

There are no significant components of receivable and payable balances reported in the financial statements.

Note 12. Accrued Sick, Vacation and Compensation Time

As discussed in Note 1 and in accordance with accounting principles prescribed by the State of New Jersey, the cash basis of accounting is followed for recording the City's liability related to unused vacation, sick pay and compensation time. The City permits certain employees within limits to accumulate unused vacation, sick pay and compensation time, which may be taken as time off or paid at a later date at an agreed upon rate. In accordance with New Jersey accounting principles, this unused accumulated absences amount is not reported as a liability in the accompanying financial statements. It is estimated that accrued benefits for compensated absences are valued at \$5,457,640.08 at December 31, 2017.

Note 13. Risk Management

The City 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.

Joint Insurance Pool

The City is a member of the Municipal Excess Liability Joint Insurance Fund. The Fund provides the City with the following coverage

- Worker's Compensation
- General Liability
- Employer's Liability
- Auto Liability
- Property Damage
- Property/Boiler and Machinery
- Auto Physical Damage
- Employee Dishonesty Liability
- Environmental Impairment Liability

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 13. Risk Management (continued)

Contributions to the Funds are payable in two installments and are based on actuarial assumptions determined by the Funds' actuaries. The Fund publishes its own financial report for the year ended December 31, 2017 which can be obtained on the Fund's website.

New Jersey Unemployment Compensation Insurance

The City has elected to fund its New Jersey Unemployment Compensation Insurance under the "Reimbursement Method". Under this plan, the City is required to reimburse the New Jersey Unemployment Trust Fund, dollar-for-dollar, for unemployment benefits paid to its former employees who were laid off or furloughed and charged to its account with the State. The City is billed quarterly for amounts due to the State. The following is a summary of City contributions, reimbursements to the State for benefits paid and the ending balance of the City's unemployment trust fund for the current and previous two years:

<u>Year</u>	<u>Amount</u>		
	<u>Contributions</u>	<u>Reimbursed</u>	<u>Ending Balance</u>
2017	\$ 50,000.00	\$ 52,843.36	\$ 275,140.70
2016	71,367.23	74,809.31	277,984.06
2015	142,789.12	65,050.32	281,426.14

Note 14. Contingencies

Grantor Agencies

The City receives financial assistance from the State of New Jersey and the U.S. government in the form of grants. Entitlement to the funds is generally conditional upon compliance with terms and conditions of the grant agreements and applicable regulations, including the expenditure of the funds for eligible purposes. Substantially all grants, entitlements and cost reimbursements are subject to financial and compliance audits by grantors. As a result of these audits, costs previously reimbursed could be disallowed and require repayment to the grantor agency. As of December 31, 2017 the City estimates that no material liabilities will result from such audits.

Litigation

The City is a defendant in several legal proceedings that are in various stages of litigation. It is believed that the outcome, or exposure to the City, from such litigation is either unknown or potential losses, if any, would not be material to the financial statements.

Tax Appeals

Losses arising from tax appeals are recognized at the time a decision is rendered by an administrative or judicial body; however, municipalities may establish reserves transferred from tax collections or by budget appropriation for future payments of tax appeal losses. There are no significant pending tax appeals as of December 31, 2017.

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 15. Self-Insurance

As of January 1, 2001, the City has obtained insurance policies and is no longer self-insured for Worker's Compensation Insurance. Self-insurance covers claims prior to January 1, 2001. Uninsured claims for workers compensation are funded through the Self-Insurance Fund up to \$150,000.00 until January 1, 2001, when the City obtained insurance policies to cover this. The City of Long Branch was self-insured for workers compensation claims for the period of January 1997 through December 31, 2000. The Self-Insurance Fund is funded through an appropriation in the past and current budget, which is paid over to the Self-Insurance Fund.

During 2017, the City transferred \$1,884,044.22 into the Self-Insurance Fund from the Current Fund budget appropriations and reserves. Other receipts totaled \$30,940.81 for the year ended December 31, 2017. Cash disbursements of \$1,786,785.89 were recorded against the Fund during 2017. At December 31, 2017, the Reserve for Self-Insurance Fund is \$191,185.64.

Self-insurance covers workers compensation claims up to \$150,000.00 per claim. After the statutory benefits, the City carries insurance for every claim of Coverage A and \$500,000.00 for Coverage B "Employee Liability". There is no annual aggregate due to the adverse and frequency of workers compensation claims over the past five years. At present, this cost is prohibitive.

The City's self-insurance budget has a separate line item for prior workers compensation claims. Annually, the City's Risk Manager and the Director of Finance review the annual reserve appropriation for all prior and present workers compensation claims. This enables the City to properly fund the claims. The City carries conventional insurance for all other coverages. With regard to Police Professional Claims, the City has selected a \$10,000.00 deductible. The City carries conventional Public Officials Professional Liability Insurance with a \$25,000.00 deductible. There is a reserve set up for the deductibles. Claims for Police Professional Public Officials number usually less than ten per year. For

Note 16. Redevelopment

In April, 1996, the City adopted a Redevelopment Plan entitled "City of Long Branch, New Jersey Oceanfront - Broadway Redevelopment Plan" ("Plan"). This Plan was adopted by the City of Long Branch, New Jersey, in order to achieve redevelopment of an undeveloped segment of the oceanfront and an underutilized commercial area west, north and south of the intersection of Broadway and Ocean Boulevard. The overall goal is to bring about a compact and integrated ensemble of public and private parts that support year-round uses related to living, working and recreation and visitation. All of the area covered by the Plan has been found to be in need of redevelopment.

The Plan sets out the City's objectives for redevelopment, describes how redevelopment rights will be awarded to private developers, specifies relocation policies and states how tax incentives may be applied to achieve needed improvements. General redevelopment objectives shall be as follows:

- a) Reestablish the identity of Long Branch as a multifaceted community for residence, work and leisure, in a framework of both historical legacy and citizen consensus.
- b) Create value in land and enterprise for public and private interests through high-yield projects that exploit ocean views from residential and commercial development and public spaces.
- c) Strengthen retail trade and City revenues by increasing year-round population by creating housing types that will attract a diversified market, primarily of small households.
- d) Ensure public access to the restored beachfront, augmented with recreational amenities and civic purpose, and designed as a vital safe zone with year-round night/day uses.

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 16. Redevelopment (continued)

- e) Increase employment opportunities for residents, stabilize taxes and increase maintenance and amenities as part of a better quality of life.
- f) Improve public facilities in commercial areas, at the beachfront and along various City streets, and facilitate pedestrian movement among residences, commercial areas and the beachfront.
- g) Improve the City's image by replacing vacant lots and poorly maintained buildings with new, carefully designed buildings, both commercial and residential.
- h) Attract more retail and service enterprises which will provide more commercial choices for residents and visitors.
- i) Achieve shared parking where needed to facilitate use by residents, employees and visitors at different times, savings land and development costs.
- j) Achieve state and local environmental objectives by restricting impervious surfaces on a sector basis, thereby eliminating the waste often associated with project-by-project attempts to meet these and similar standards, such as parking.
- k) Conserve sound, well-maintained single-family housing to the extent possible, and encourage residential development through infill.
- l) Encourage mixed use development which includes both commercial and residential uses.

Note 17. Tax Abatement

The City is authorized by the New Jersey Housing and Mortgage Financing Act Law of 1983, N.J.S.A. 55:14K-1 et seq. (hereinafter "HMFA Law"), and resolutions of the Council, to enter into property tax abatement agreements for the purpose of attracting affordable housing. The exemption of the projects from real property taxation subject to this law shall not extend beyond the date on which the Agency Mortgage is paid in full, which according to the HMFA Law, may not exceed fifty (50) years. All the units in the project qualify as low or moderate income units under the Fair Housing Act, N.J.S.A. 52:270-301 et seq. the regulations of the council on Affordable Housing, NJAC 5:94: et seq. and NJAC 5:95 et seq. and the Uniform Housing Affordability Controls, NJAC 5:94 et seq. Tax abatements may be granted to any affordable housing, as deemed appropriate by the township.

For the year ended December 31, 2017, the City abated property taxes totaling \$1,955,408.68 under this program.

Recipient	Purpose	Amount Abated	Municipal Portion Collected Under Pilot Program
Garfield & Garfield II Court Housing	Affordable Housing	\$ 352,053.84	\$ 40,306.39
Seaview Housing	Affordable Housing	176,017.64	13,218.52
Grant Court/Presidential Estates Housing	Affordable Housing	226,984.11	18,309.81
Kennedy Towers	Affordable Housing	187,998.24	26,351.00
Hobart Manor	Affordable Housing	104,865.74	26,351.00
Chester Arthur	Affordable Housing	121,778.31	-
Gregory School	Affordable Housing	312,429.05	38,793.87
Woodrow Wilson I & II	Affordable Housing	513,281.75	84,444.78
		<hr/> \$ 1,995,408.68	<hr/> \$ 247,775.37

**CITY OF LONG BRANCH
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 18. Subsequent Events

As discussed Note 1, the City has evaluated subsequent events through June 27, 2018 the date the financial statements were available to be issued. The following was noted:

City adopted a bond ordinance on April 10, 2018 to provide for various capital improvements and acquisitions, appropriating the sum of \$2,605,000.00, authorizing the issuance of \$2,474,750.00 bond and notes to finance a portion of the ordinance.

SUPPLEMENTARY SCHEDULES

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CURRENT FUND

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CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017

Balance, December 31, 2016	\$ 16,360,420.32
Increased By Receipts:	
Miscellaneous Revenue Not Anticipated	\$ 972,746.81
Due from HUD Trust	470,510.50
Petty Cash Funds	500.00
Due From State of New Jersey - Senior	
Citizens' and Veterans' Deductions	113,812.63
Taxes Receivable	91,676,518.84
Tax Title Liens	12,503.78
Revenue Accounts Receivable	13,150,423.83
Due To State and Local Agencies	95,193.27
Prepaid Taxes	6,798,046.82
Group Life Insurance Premiums Payable	3,877.37
Grants Receivable	2,572,403.17
Reserve for Grants Unappropriated	<u>369,788.71</u>
	<u>116,236,325.73</u>
 Decreased By Disbursements:	
2017 Budget Appropriations	48,467,829.55
2016 Appropriation Reserves	1,972,101.35
Refund of Prior Year Revenue	5,643.84
Due From HUD Trust Fund	228,539.29
Petty Cash Funds	500.00
Accounts Payable	6,149.60
Local District School Taxes	41,497,226.00
County Taxes	12,848,585.70
Due To State and Local Agencies	79,668.13
Group Life Insurance Premiums Payable	916.08
Interfund	387,943.32
Tax Overpayments	33,786.85
Refund of Prior Year Tax Appeals	71,910.64
Reserve for Grants Appropriated	<u>2,961,743.74</u>
	<u>108,562,544.09</u>
Balance, December 31, 2017	<u>\$ 24,034,201.96</u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF PETTY CASH FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2017**

	Established			
	Balance December 31, 2016	By Finance Director's Disbursements	Returned To Finance Director	Balance December 31, 2017
Finance Director	\$ -	\$ 500.00	\$ 500.00	\$ -

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF CHANGE FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2017

	Balance December 31, <u>2016</u>	Established By Finance Director's <u>Disbursements</u>	Returned To Finance Director	Balance December 31, <u>2017</u>
Tax Collector	\$ 400.00	\$ -	\$ -	\$ 400.00
Health Officer	100.00	-	-	100.00
Police Department	50.00	-	-	50.00
Municipal Court	700.00	-	-	700.00
Bathing Beaches	300.00	-	-	300.00
	<hr/> <u>\$ 1,550.00</u>	<hr/> <u>\$ -</u>	<hr/> <u>\$ -</u>	<hr/> <u>\$ 1,550.00</u>

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF DUE FROM STATE OF NEW JERSEY -
SENIOR CITIZENS' AND VETERANS' DEDUCTIONS
FOR THE YEAR ENDED DECEMBER 31, 2017

Balance, December 31, 2016	\$ 1,257.92
Increased By:	
Deductions Per Tax Duplicate:	
Senior Citizens	\$ 25,000.00
Veterans	94,500.00
Granted By Tax Collector -2016	250.00
Granted By Tax Collector -2017	2,000.00
	<u>121,750.00</u>
	123,007.92
Decreased By:	
Deductions Disallowed By Collector:	
2013 Taxes	1,250.00
2014 Taxes	1,571.92
2016 Taxes	4,122.82
2017 Taxes	448.64
Cash Receipts	113,812.63
Reimbursement to State	<u>2,821.92</u>
	<u>124,027.93</u>
Balance, December 31, 2017	<u><u>\$ (1,020.01)</u></u>

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY
FOR THE YEAR ENDED DECEMBER 31, 2017

<u>Year</u>	<u>Balance</u>		<u>2016</u>		<u>2017</u>		<u>2016</u>		<u>2017</u>		<u>Cancelled</u>	<u>Transferred To Tax Title Liens</u>	<u>Balance December 31, 2017</u>
	<u>December 31, 2016</u>	<u>2017 Levy</u>	<u>Added Taxes</u>	<u>Collections</u>	<u>2016</u>	<u>2017</u>	<u>Deductions Allowed</u>	<u>Senior Citizens' and Veterans'</u>	<u>1,250.00</u>	<u>\$ (1,250.00)</u>			
2013	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2014	169.25	-	-	-	-	-	-	1,571.92	(1,571.92)	-	-	-	-
2015	1,349,542.11	-	-	15,555.13	-	-	169.25	-	-	-	-	-	9,850.72
2016	-	93,382,145.92	269,823.17	1,413,564.35	90,315,408.33	1,359,369.34	(4,122.82)	-	-	-	-	-	1,357,142.54
2017	\$ 1,349,711.36	\$ 93,382,145.92	\$ 285,378.30	\$ 1,413,564.35	\$ 91,676,518.84	\$ 115,356.62	\$ 435,826.85	\$ 8,975.66	\$ 8,975.66	\$ 8,975.66	\$ 1,366,993.26	\$ 93,651,969.09	\$ 93,651,969.09

Analysis of 2017 Tax Levy:

Tax Yield:	
General Purpose Tax	\$ 93,382,145.92
Added Taxes (54:4-63 et seq.)	<u>269,823.17</u>
	<u>\$ 93,651,969.09</u>

Tax Levy:

Local District School Taxes	\$ 12,113,385.97
County Taxes	\$ 711,872.02
County Open Space Taxes	<u>39,212.75</u>
Added/Omitted County Taxes	<u>12,864,470.74</u>
	<u>\$ 37,705,884.00</u>
	<u>1,585,307.00</u>
	<u>231,008.35</u>
	<u><u>39,522,199.35</u></u>
	<u><u>\$ 93,651,969.09</u></u>

Local Tax for Municipal Purposes

Minimum Library Tax

Additional Tax Levied

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF TAX TITLE LIENS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 85,597.26
Increased By:	
Transfers From Current Taxes Receivable	<u>8,975.66</u>
Decreased By:	
Collections	<u>12,503.78</u>
Balance, December 31, 2017	<u><u>\$ 82,069.14</u></u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF PROPERTY ACQUIRED FOR TAXES - ASSESSED VALUATION
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2017 and 2016	<u>\$ 6,269,600.00</u>
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CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2017

	Balance December 31, <u>2016</u>	Accrued in <u>2017</u>	<u>Collections</u>	Balance December 31, <u>2017</u>
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	\$ -	\$ 45,450.00	\$ 45,450.00	\$ -
Other	- -	76,707.00	76,707.00	- -
Fees and Permits	- -	472,605.95	472,605.95	- -
Fines and Costs:				
Municipal Court	49,912.00	666,621.99	679,882.69	36,651.30
Interest and Costs on Taxes	- -	332,948.01	332,948.01	- -
Parking Meters	- -	1,499,056.90	1,499,056.90	- -
Interest on Investments and Deposits	- -	244,114.64	244,114.64	- -
Bathing Beach Fees	- -	2,015,376.05	2,015,376.05	- -
Cable Television Franchise Fees	- -	165,406.66	165,406.66	- -
Uniform Fire Safety Code Fees	- -	135,982.00	135,982.00	- -
Consolidated Municipal Property Tax Relief Aid	- -	838,559.00	838,559.00	- -
Energy Receipts Tax (P.L. 1997, Chapters 162 & 167)	- -	3,449,574.00	3,449,574.00	- -
Uniform Construction Code Fees	- -	892,916.00	892,916.00	- -
Uniform Fire Safety Act	- -	47,257.94	47,257.94	- -
West Long Branch Finance Department	- -	66,300.00	66,300.00	- -
Reserve for:				
Premium on Bond Sale	- -	233,579.92	233,579.92	- -
Debt Service	- -	1,500,000.00	1,500,000.00	- -
Municipal Occupancy Tax (Hotel/Motel)	- -	454,707.07	454,707.07	- -
	<u>\$ 49,912.00</u>	<u>\$ 13,137,163.13</u>	<u>\$ 13,150,423.83</u>	<u>\$ 36,651.30</u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF DUE FROM HUD TRUST
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$	<u> </u>
Increased By:		
Cash Receipts		<u>470,510.50</u>
		<u>470,510.50</u>
Decreased By:		
Return of Interfund		<u>228,539.29</u>
Balance, December 31, 2017	\$	<u>241,971.21</u>

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF DEFERRED CHARGES
SPECIAL EMERGENCY AUTHORIZATIONS
FOR THE YEAR ENDED DECEMBER 31, 2017

<u>Year</u>	<u>Description</u>	Original <u>Amount</u>	Balance December 31, <u>2016</u>	Raised in 2017 <u>Budget</u>	Balance December 31, <u>2017</u>
<u>N.J.S.A. 40A:4-53</u>					
2013	Revaluation	\$ 560,000.00	\$ 280,000.00	\$ 140,000.00	\$ 140,000.00
			<u>\$ 280,000.00</u>	<u>\$ 140,000.00</u>	<u>\$ 140,000.00</u>

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF 2016 APPROPRIATION RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>Balance</u>		<u>Balance</u>		<u>Balance</u>
	<u>December 31,</u>	<u>Transfer from</u>	<u>After</u>	<u>Paid or</u>	<u>Balance</u>
	<u>2016</u>	<u>Encumbrances</u>	<u>Transfers</u>	<u>Charged</u>	<u>Lapsed</u>
GENERAL ADMINISTRATION					
Office of the Chief Executive - Mayor:					
Salaries and Wages	\$ 1,752.24	\$	\$ 1,752.24	\$ 1,353.81	\$ 398.43
Other Expenses	1,514.07	1,413.37	2,927.44	1,413.37	1,514.07
Office of the Chief Administrator:					
Salaries and Wages	46,684.55	-	46,684.55	8,829.94	37,854.61
Other Expenses	50.14	5,420.12	5,420.26	5,428.49	41.77
Miscellaneous Other Expenses	5,555.31	137.20	5,692.51	137.20	5,555.31
Miscellaneous Other Expenses (Green Programs)	2,389.54	-	2,389.54	-	2,389.54
Miscellaneous Other Expenses - MIS	673.38	3,741.97	4,415.35	3,416.97	998.38
Miscellaneous Other Expenses - Special Events	28,473.60	-	28,473.60	-	28,473.60
Division of Personnel:					
Salaries and Wages	4,838.43	-	4,838.43	2,320.22	2,518.21
Other Expenses	1,400.27	63.93	1,464.20	63.93	1,400.27
Central Switchboard:					
Salaries and Wages	1,980.19	-	1,980.19	1,980.19	-
Office of Emergency Management:					
Salaries and Wages	143.84	-	143.84	143.68	0.16
Other Expenses	7.14	1,407.11	1,414.25	1,407.11	7.14
Office of the City Council:					
Salaries and Wages	336.50	-	336.50	335.25	1.25
Other Expenses	3,630.00	-	3,630.00	-	3,630.00
Office of the City Attorney:					
Salaries and Wages (Prosecutor/Asst. City Att)	574.85	-	574.85	574.71	0.14
Other Expenses	49,220.14	68,147.69	117,367.83	63,281.15	54,086.68
Misc. Other Expenses (Labor Counsel)	11,218.02	8,396.00	19,614.02	8,396.00	11,218.02
Misc. Other Expenses (Planning Bd. Attorney)	5,000.00	4,552.00	9,552.00	910.00	8,642.00
Misc. Other Expenses (Zoning Bd. Attorney)	4,424.83	330.00	4,754.83	450.00	4,304.83
Misc. Other Expenses (Prosecutor/Asst. City Attorney)	5,000.00	-	5,000.00	-	5,000.00
Misc. Other Expenses (Retainer)	-	2,500.00	2,500.00	2,500.00	-
Office of the City Clerk:					
Salaries and Wages	8,934.29	-	8,934.29	3,695.59	5,238.70
Other Expenses	7,412.84	749.59	8,162.43	749.59	7,412.84
Miscellaneous Other Expenses	17,909.76	4,200.25	22,110.01	5,859.19	16,250.82
DEPARTMENT OF FINANCE					
Office of the Director:					
Salaries and Wages	5,177.32	-	5,177.32	3,008.81	2,168.51
Other Expenses	14,165.33	623.74	14,789.07	948.74	13,840.33
Office of the Comptroller					
Salaries and Wages	11,532.04	-	11,532.04	11,532.04	-
Other Expenses	31,484.72	5,067.35	36,552.07	12,310.54	24,241.53
Office of the Tax Collector:					
Salaries and Wages	4,313.29	775.05	5,088.34	5,088.34	-
Other Expenses	8,713.22	-	8,713.22	764.29	7,948.93
Division of Purchasing:					
Salaries and Wages	10,231.50	-	10,231.50	5,506.48	4,725.02
Other Expenses	3,925.69	2,332.66	6,258.35	2,047.40	4,210.95

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND**
SCHEDULE OF 2016 APPROPRIATION RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>Balance December 31, 2016</u>	<u>Transfer from Encumbrances</u>	<u>Balance After Transfers</u>	<u>Paid or Charged</u>	<u>Balance Lapsed</u>
Central Reproduction:					
Other Expenses	2,143.22	3,965.25	6,108.47	3,965.25	2,143.22
Central Postage:					
Other Expenses	9,296.30	25,492.98	34,789.28	25,492.98	9,296.30
Insurance:					
Employee Group Health	161,745.81	-	161,745.81	(3,713.78)	165,459.59
Workers Compensation	-	278,089.00	278,089.00	278,089.00	-
DEPARTMENT OF PUBLIC WORKS					
Office of the Director:					
Salaries and Wages	10,454.30	-	10,454.30	9,942.14	512.16
Other Expenses	3,778.32	7,303.04	11,081.36	7,303.04	3,778.32
Division of Street Construction and Maintenance:					
Salaries and Wages	57,137.85	-	57,137.85	38,198.54	18,939.31
Other Expenses	10,040.08	174,873.37	184,913.45	174,397.77	10,515.68
Office of the City Engineer:					
Other Expenses	3,348.41	123,566.11	126,914.52	121,845.08	5,069.44
Municipal Garage:					
Salaries and Wages	15,175.44	-	15,175.44	15,175.44	-
Other Expenses	2,262.97	32,185.69	34,448.66	31,204.36	3,244.30
Division of Parks:					
Salaries and Wages	13,792.71	-	13,792.71	8,564.27	5,228.44
Other Expenses	4,801.47	14,044.86	18,846.33	13,380.17	5,466.16
Division of Public Facilities:					
Salaries and Wages	35,078.45	-	35,078.45	26,350.94	8,727.51
Other Expenses	211.09	21,127.18	21,338.27	19,912.37	1,425.90
Division of Solid Waste/Recycling:					
Salaries and Wages	94,391.45	-	94,391.45	45,041.15	49,350.30
Other Expenses	7.32	5,098.00	5,105.32	5,098.00	7.32
Disposal Costs (Sanitation and Recycling):					
Other Expenses	181,390.38	103,466.34	284,856.72	110,416.50	174,440.22
DEPARTMENT OF PUBLIC SAFETY					
Office of the Director:					
Salaries and Wages	865.36	-	865.36	-	865.36
Other Expenses	74.93	4,032.07	4,107.00	4,032.07	74.93
Division of Police:					
Salaries and Wages	251,890.26	-	251,890.26	46,582.49	205,307.77
Other Expenses	3,317.39	115,060.67	118,378.06	116,707.90	1,670.16
Police Dispatch:					
Salaries and Wages	36,936.15	-	36,936.15	14,432.06	22,504.09
School Traffic Guards:					
Salaries and Wages	10,636.13	-	10,636.13	-	10,636.13
Other Expenses	9.00	1,301.00	1,310.00	1,301.00	9.00
Traffic Control:					
Salaries and Wages	17,658.99	-	17,658.99	5,987.74	11,671.25
Other Expenses	130.85	5,511.54	5,642.39	5,511.54	130.85
Miscellaneous Other Expenses (Parking Meters)	8,723.92	1,099.61	9,823.53	1,099.61	8,723.92

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF 2016 APPROPRIATION RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2017**

	Balance December 31, <u>2016</u>	Transfer from <u>Encumbrances</u>	Balance After <u>Transfers</u>	Paid or <u>Charged</u>	Balance <u>Lapsed</u>
Division of Fire:					
Salaries and Wages	100,649.21	-	100,649.21	16,005.49	84,643.72
Other Expenses	442.58	42,832.39	43,274.97	42,861.64	413.33
Miscellaneous Other Expenses (Chief Honorariums)	1,000.00	-	1,000.00	-	1,000.00
Miscellaneous Other Expenses	2,100.50	5,847.50	7,948.00	5,887.50	2,060.50
Miscellaneous Other Expense (Appraisals)	15,000.00	-	15,000.00	-	15,000.00
Division of Fire:					
Uniform Fire Safety (Chapter 383, P.L. 1983):					
Salaries and Wages	90,537.82	-	90,537.82	10,082.27	80,455.55
Other Expenses	819.06	16,974.97	17,794.03	16,876.72	917.31
Miscellaneous Other Expenses	9,212.36	-	9,212.36	771.30	8,441.06
DEPARTMENT OF HEALTH					
Office of the Director:					
Salaries and Wages	36,399.52	-	36,399.52	13,144.11	23,255.41
Other Expenses	6,136.39	7,065.03	13,201.42	7,065.03	6,136.39
Blood-Borne Pathogen Immunization	1,336.00	270.00	1,606.00	270.00	1,336.00
Animal Control Subsidy (To Trust)	60,000.00	-	60,000.00	-	60,000.00
Public Health Consortium	-	920.00	920.00	920.00	-
DEPARTMENT OF RECREATION					
Office of the Director:					
Salaries and Wages	9,867.57	-	9,867.57	7,681.59	2,185.98
Other Expenses	19,331.22	2,636.19	21,967.41	14,668.51	7,298.90
Miscellaneous Other Expenses	2,860.26	6,067.83	8,928.09	5,254.71	3,673.38
Bureau of Recreation:					
Salaries and Wages	21,204.59	-	21,204.59	1,139.00	20,065.59
Other Expenses	1,949.16	2,735.00	4,684.16	2,735.00	1,949.16
Miscellaneous Other Expenses (Celebrations)	20,203.57	571.39	20,774.96	923.66	19,851.30
Bureau of Conservation (Beaches):					
Salaries and Wages	1,665.45	-	1,665.45	-	1,665.45
Other Expenses	72.37	1,260.14	1,332.51	1,226.14	106.37
Office of Senior Citizens Activities:					
Salaries and Wages	56,715.84	-	56,715.84	3,180.39	53,535.45
Other Expenses	444.99	3,286.20	3,731.19	3,452.09	279.10
Environmental Commission:					
Other Expenses	40.00	-	40.00	-	40.00
Miscellaneous - Other Expenses (Matching Funds)	4,000.00	-	4,000.00	3,750.00	250.00
Office of Cable Television Commission:					
Other Expenses	965.00	4,720.00	5,685.00	3,695.00	1,990.00
Urban Enterprise Zone:					
Salaries and Wages	-	-	-	-	-
Other Expenses	2,505.79	294.21	2,800.00	294.21	2,505.79
Long Branch Arts Council:					
Other Expenses	16,166.00	1,400.00	17,566.00	1,400.00	16,166.00
Long Branch Parking Authority:					
Other Expenses	2,500.00	-	2,500.00	-	2,500.00

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF 2016 APPROPRIATION RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2017**

	Balance December 31, <u>2016</u>	Transfer from <u>Encumbrances</u>	Balance After <u>Transfers</u>	Paid or <u>Charged</u>	Balance <u>Lapsed</u>
STATUTORY AND OTHER AGENCIES					
Planning Board:					
Other Expenses	2,891.00	2,634.00	5,525.00	845.00	4,680.00
Miscellaneous Other Expense (Retainer)	-	1,000.00	1,000.00		1,000.00
Zoning Board of Adjustment:					
Other Expenses	4,415.00	830.00	5,245.00	360.00	4,885.00
Miscellaneous Other Expense (Retainer)	5,000.00	500.00	5,500.00	1,000.00	4,500.00
Department of Building and Development:					
Office of the Director:					
Salaries and Wages	858.43		858.43	858.43	
Other Expenses	180.00		180.00		180.00
Office of the Construction Official:					
Salaries and Wages	64,558.48		64,558.48	21,143.54	43,414.94
Other Expenses	2,935.98	9,573.54	12,509.52	9,573.54	2,935.98
Miscellaneous Other Expenses	26,821.69		26,821.69	776.02	26,045.67
Office of Planning:					
Salaries and Wages	191.38		6,191.38	6,191.38	
Other Expenses	1,504.71	2,533.76	4,038.47	2,533.76	1,504.71
Miscellaneous Other Expenses (Redevelopment)	9,694.11	390.00	10,084.11	390.00	9,694.11
Office of the Tax Assessor:					
Salaries and Wages	11,074.31		11,074.31	4,442.74	6,631.57
Other Expenses	2,060.78	1,386.07	3,446.85	1,386.07	2,060.78
Miscellaneous Other Expenses	21,488.82	31,510.50	46,999.32	13,365.65	33,633.67
Municipal Court:					
Salaries and Wages	40,411.13		40,411.13	7,393.73	33,017.40
Other Expenses	8,132.22	3,945.12	12,077.34	3,101.60	8,975.74
Municipal Public Defender:					
Salaries and Wages	14,522.41		14,522.41	421.46	14,100.95
Utilities:					
Electricity	9,520.77	28,782.29	38,303.06	31,392.89	6,910.17
Telephone	45,615.57	842.75	46,458.32	2,066.85	44,391.47
Natural Gas	23,332.76	1,247.27	24,580.03	9,220.05	15,359.98
Street Lighting	22,339.24	35,303.55	57,642.79	37,184.31	20,458.48
Fire Hydrant Service	118.50	17,228.20	17,346.70	17,228.20	118.50
Water	4,583.05	610.40	5,193.45	610.40	4,583.05
Sewer	6,292.93		6,292.93		6,292.93
Diesel Fuel	17,085.13	37,178.20	54,263.33	27,114.27	27,149.06
Gasoline	37,785.01	72,535.13	110,320.14	49,823.20	60,496.94
Statutory Expenditures:					
Contributions To:					
Public Employees Retirement System	87,878.40		87,878.40		87,878.40
Social Security System (O.A.S.I.)	73,686.94		73,686.94	24,643.09	49,043.85
Police and Fireman's Retirement System	0.99		0.99		0.99
Defined Contribution Retirement Program	5,107.62		5,107.62		5,107.62

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND**
SCHEDULE OF 2016 APPROPRIATION RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>Balance</u> <u>December 31,</u> <u>2016</u>	<u>Transfer from</u> <u>Encumbrances</u>	<u>Balance</u> <u>After</u> <u>Transfers</u>	<u>Paid or</u> <u>Charged</u>	<u>Balance</u> <u>Lapsed</u>
Maintenance of Free Public Library:					
Other Expenses	262,514.91	-	262,514.91	262,514.91	-
Disposal Costs (Sanitation and Recycling):					
Other Expenses	44,000.00	-	44,000.00	-	44,000.00
West Long Branch Finance Dept.					
Salaries and Wages	7,368.53	-	7,368.53	2,368.43	5,000.10
Capital Projects:					
Department of Recreation:					
Beach Lockers & Cabanas	600.00	-	600.00	-	600.00
Division of Buildings & Grounds Emergency					
Emergency Generator Annex Building	2,875.00	24,646.50	27,521.50	24,646.50	2,875.00
Total General Appropriations	<u>\$ 2,585,536.64</u>	<u>\$ 1,395,632.87</u>	<u>\$ 3,981,169.51</u>	<u>\$ 2,006,651.04</u>	<u>\$ 1,974,518.47</u>

Cash Disbursements	\$ 1,972,101.35
Accounts Payable	34,549.69
	<u>\$ 2,006,651.04</u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF ACCOUNTS PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 91,313.15
Increased By:	
2016 Appropriation Reserves	<u>34,549.69</u>
	125,862.84
Decreased By:	
Cancelled To Operations	\$ 5,631.25
Cash Disbursements	<u>6,149.60</u>
	<u>11,780.85</u>
Balance, December 31, 2017	<u>\$ 114,081.99</u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF LOCAL DISTRICT SCHOOL TAXES PAYABLE/(PREPAID)
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$	
Increased By:		
Levy for Calendar Year 2017		<u>41,265,299.00</u>
		41,265,299.00
Decreased By:		
Payments To Board of Education		<u>41,497,226.00</u>
		41,497,226.00
Balance, December 31, 2017	<u>\$</u>	<u>(231,927.00)</u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF COUNTY TAXES PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 23,327.71
Increased By:	
2017 Levy	\$ 12,113,385.97
County Taxes	711,872.02
County Open Space Taxes	<u>39,212.75</u>
Due To County for Added/Omitted Taxes	<u>12,864,470.74</u>
	12,887,798.45
Decreased By:	
Payment To County	<u>12,848,585.70</u>
Balance, December 31, 2017	<u>\$ 39,212.75</u>

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF DUE TO STATE AND LOCAL AGENCIES
FOR THE YEAR ENDED DECEMBER 31, 2017

	Balance December 31, <u>2016</u>			Balance December 31, <u>2017</u>		
	<u>Increased</u>	<u>Decreased</u>		<u>Increased</u>	<u>Decreased</u>	
State of New Jersey:						
Marriage License Fees	\$ 2,000.00	\$ 7,725.00	\$ 8,150.00	\$ 1,575.00		
Civil Unions	175.00	-	-	175.00		
Funeral Home Filing	10.00	125.00	125.00	10.00		
Training Fees	10,299.00	77,002.00	60,672.00	26,629.00		
Local Agency:						
City of Long Branch Sewer Authority	<u>3,235.95</u>	<u>10,341.27</u>	<u>10,721.13</u>	<u>2,856.09</u>		
	<u><u>\$ 15,719.95</u></u>	<u><u>\$ 95,193.27</u></u>	<u><u>\$ 79,668.13</u></u>	<u><u>\$ 31,245.09</u></u>		

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF PREPAID TAXES
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$1,413,564.35
Increased By:	
2018 Prepaid Taxes	\$ 6,798,046.82
Overpayments	<u>22,267.05</u>
	<u><u>6,820,313.87</u></u>
	8,233,878.22
Decreased By:	
Overpayment Transfer	3,398.74
Prepaid Taxes Returned	14,709.05
Amount Applied To 2017 Taxes	<u>1,413,564.35</u>
	<u><u>1,431,672.14</u></u>
Balance, December 31, 2017	<u><u>\$6,802,206.08</u></u>

EXHIBIT A-20

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF TAX OVERPAYMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$
Increased By:	
Overpayments Created	<u>87,785.89</u>
Decreased By:	
Cash Disbursements	<u>33,786.85</u>
Balance, December 31, 2017	<u>\$ 53,999.04</u>

EXHIBIT A-21

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF GROUP LIFE INSURANCE PREMIUMS PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 1,760.76
Increased By:	
Cash Receipts	<u>3,877.37</u>
	5,638.13
Decreased By:	
Cash Disbursed	916.08
Reimbursement to Budget Appropriations	<u>2,589.89</u>
	<u>3,505.97</u>
Balance, December 31, 2017	<u>\$ 2,132.16</u>

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF VARIOUS RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>Balance</u> <u>December 31,</u> <u>2016</u>	<u>Increased by</u>		<u>Decreased by</u>		<u>Balance</u> <u>December 31,</u> <u>2017</u>
		<u>Other</u>	<u>Cash</u> <u>Disbursed</u>	<u>Anticipated</u> <u>Revenue</u>		
Tax Appeals	\$ 300,000.00	\$ -	\$ -	\$ -	\$ -	\$ 300,000.00
Revaluation	53,211.25	-	-	-	-	53,211.25
Master Plan	10,000.00	-	-	-	-	10,000.00
Sale of Property	10.41	-	-	-	-	10.41
	<hr/> <u>\$ 363,221.66</u>	<hr/> <u>\$ -</u>	<hr/> <u>\$ -</u>	<hr/> <u>\$ -</u>	<hr/> <u>\$ -</u>	<hr/> <u>\$ 363,221.66</u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GRANT FUND
SCHEDULE OF DUE FROM CURRENT FUND
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 359,261.91
Increased By:	
Grants Receivable- Cancelled	\$ 129,942.00
Local Matching Funds	221,485.00
Cash Receipts:	
Grants Receivable	2,572,403.17
Grants - Unappropriated	<u>369,788.71</u>
	<u>3,293,618.88</u>
	3,652,880.79
Decreased By:	
Cash Disbursements:	
Grants - Appropriated	2,826,272.12
Paid on Behalf of Capital Fund	135,471.62
Grants Appropriated - Cancelled to Current	<u>132,085.58</u>
	<u>3,093,829.32</u>
Balance, December 31, 2017	<u><u>\$ 559,051.47</u></u>

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
FEDERAL AND STATE GRANT FUND
SCHEDULE OF GRANTS RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>Balance</u> <u>December 31,</u> <u>2016</u>	<u>Budget</u> <u>Revenue</u> <u>Realized in</u> <u>2017</u>	<u>Cash</u> <u>Receipts</u>	<u>Transferred</u> <u>From Grants</u> <u>Unappropriated</u>	<u>Cancelled</u>	<u>Balance</u> <u>December 31,</u> <u>2017</u>
2010						
State of New Jersey:						
NJLM Educational Foundation Inc						
2010 Sustainable Jersey Small Grant	\$ 12,500.00	\$	\$	\$	\$	\$ 12,500.00
2011						
US Department of Homeland Security/FEMA:						
Staffing for Adequate Fire & Emergency Response	129,942.00	-	-	-	-	129,942.00
2012						
County of Monmouth:						
Open Space Program	192,228.50	-	-	-	-	192,228.50
State of New Jersey:						
Transportation Trust Fund Authority Act	32,169.50	-	-	-	-	32,169.50
US Department of Transportation:						
Federal Transit Administration	1,772,320.00	-	689,384.00	-	-	1,082,936.00
2013						
County of Monmouth:						
Open Space Program- Lake Takanassee	250,000.00	-	-	-	-	250,000.00
State of New Jersey:						
DOT - Municipal Aid - Sairs Ave.	56,562.50	-	56,562.50	-	-	-
2014						
State of New Jersey:						
DOT - Municipal Aid - Sairs Ave. Phase II	21,757.50	-	21,757.50	-	-	-
Hurricane Sandy Recovery	197,437.50	-	-	-	-	197,437.50
2015						
State of New Jersey:						
Urban Enterprise Zone Administration:						
Transit Trust Authority	251,766.00	-	229,814.50	-	-	21,951.50
Streetscape Redevelopment Grant	750,000.00	-	750,000.00	-	-	-
US Department of Justice:						
Edward Byrne Memorial Justice Assistance Grant	12,145.00	10,044.00	11,034.00	-	-	11,155.00
2016						
Senior Citizens Program:						
Monmouth County Share	7,059.00	-	7,059.00	-	-	-
County of Monmouth:						
Safe & Secure Communities Program	60,000.00	60,000.00	-	-	-	120,000.00
Urban Enterprise Zone Administration:						
Security (Policing)	69,500.00	-	65,000.00	-	-	4,500.00
Marketing and Business Development	58,500.00	-	50,533.56	-	-	7,966.44
Shuttle Service Project (Year Round)	51,000.00	-	42,392.00	-	-	8,608.00
Administrative Budget	53,500.00	-	8,753.92	-	-	44,746.08
2017						
County of Monmouth:						
Urban Enterprise Zone Administration:						
Marketing and Business Development	-	32,500.00	32,307.19	-	-	192.81
Security (Policing)	-	5,000.00	-	-	-	5,000.00
Administrative Budget	-	13,000.00	-	-	-	13,000.00
Shuttle	-	47,000.00	-	-	-	47,000.00
Senior Citizens Program:	-	25,000.00	17,383.00	-	-	7,617.00
State of New Jersey:						
FY 2016 Municipal Aid (DOT)	-	231,766.00	-	-	-	231,766.00
EDA HDSRF Grant (Norwood)	-	71,247.00	-	-	-	71,247.00
EDA HDSRF Grant (Broadway)	-	20,742.00	20,742.00	-	-	-
Body Armor Replacement	-	13,725.68	-	13,725.68	-	-
Body Armor Replacement	-	7,650.71	-	7,650.71	-	-
Federal						
Assistance to Firefighters	-	562,680.00	562,680.00	-	-	-
Emergency Management Preparedness	-	7,000.00	7,000.00	-	-	-
Clean Communities	-	74,620.41	-	74,620.41	-	-
2016 Body Camera	-	15,000.00	-	15,000.00	-	-
COPS Universal Hiring Grant	-	145,319.81	-	145,319.81	-	-
FEMA - HMGF - Flood Control Program	-	212,030.00	-	-	-	212,030.00
	\$ 3,978,387.50	\$ 1,554,325.61	\$ 2,572,403.17	\$ 256,316.61	\$ 129,942.00	\$ 2,574,051.33

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
FEDERAL AND STATE GRANT FUND
SCHEDULE OF RESERVE FOR APPROPRIATED GRANTS
FOR THE YEAR ENDED DECEMBER 31, 2017

	Balance December 31, 2016	2017 Budget Appropriations	Transferred From Encumbrances		Transferred To Encumbrances		Balance December 31, 2017
			Payable	Cash Disbursements	Payable	Cancelled	
<u>1999</u>							
Site Remediation Program	\$ 69,754.90	\$ -	\$ 8,100.74	\$ -	\$ 8,100.74	\$ -	\$ 69,754.90
<u>2001</u>							
Alcohol Education and Rehabilitation Fund	1,210.79	-	-	-	-	-	1,210.79
Liberty Street Commercial Project	100,000.00	-	-	-	-	-	100,000.00
<u>2002</u>							
State Road Aid Project (Broadway)	31,530.15	-	-	-	-	-	31,530.15
Alcohol Education and Rehabilitation Fund	3,224.76	-	-	-	-	-	3,224.76
<u>2003</u>							
Alcohol Education and Rehabilitation	2,133.82	-	-	-	-	-	2,133.82
<u>2004</u>							
Alcohol Education and Rehabilitation Fund	1,685.17	-	-	-	-	-	1,685.17
<u>2005</u>							
Alcohol Education and Rehabilitation Fund	56.78	-	-	-	-	-	56.78
<u>2006</u>							
Alcohol Education and Rehabilitation Fund	471.62	-	-	-	-	-	471.62
Municipal Stormwater Regulation Program	13,822.75	-	-	-	-	-	13,822.75
<u>2008</u>							
Alcohol Education and Rehabilitation Fund	1,178.00	-	-	-	-	-	1,178.00
<u>2009</u>							
Drunk Driving Enforcement Fund	3,493.79	-	321.50	3,815.29	-	-	-
Federal Transit Administration	141,594.68	-	180,073.30	-	-	321,667.98	-
Municipal Alcohol Education/Rehabilitation Program	1,438.70	-	-	-	-	-	1,438.70
<u>2010</u>							
State of New Jersey:							
Division of Motor Vehicles:							
Drunk Driving Enforcement Grant	5,278.50	-	-	5,138.78	-	-	139.72
NJLM Educational Foundation Inc.							
2010 Sustainable Jersey Small Grant	-	-	3,990.00	-	3,990.00	-	-
Municipal Alcohol Education/Rehabilitation Program	50.27	-	-	-	-	-	50.27
State of New Jersey:							
Solid Waste Administration:							
Recycling Tonnage Grant	76,597.22	-	-	28,013.05	48,584.17	-	-
<u>2011</u>							
United States Department of Homeland Security/FEMA:	117,838.31	-	-	-	-	-	117,838.31
Staffing for Adequate Fire & Emergency Response							
State of New Jersey:							
Solid Waste Administration:							
Recycling Tonnage Grant	90,153.46	-	-	-	90,153.46	-	-
Department of Transportation:							
Bath Ave Project	40.00	-	-	-	-	-	40.00
<u>2012</u>							
State of New Jersey:							
Department of Environmental Protection:							
Clean Communities Grant	0.20	-	-	0.20	-	-	-
Recycling Tonnage Grant	47,071.35	-	-	-	47,071.35	-	-
County of Monmouth:							
Open Space Program	208,000.00	-	-	-	-	-	208,000.00
US Department of Transportation:							
Federal Transit Administration							
Pier Project	1,772,320.00	-	-	1,042,930.85	48,901.00	156,946.35	523,541.80
State of New Jersey:							
Department of Transportation:							
Troutman Creek Draining System Improvements	23,029.25	-	-	-	-	-	23,029.25

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
FEDERAL AND STATE GRANT FUND
SCHEDULE OF RESERVE FOR APPROPRIATED GRANTS
FOR THE YEAR ENDED DECEMBER 31, 2017

			Transferred From Encumbrances		Transferred To Encumbrances			
	Balance December 31, 2016	2017 Budget	Appropriations	Cash Payable	Disbursements	Payable	Cancelled	Balance December 31, 2017
<u>2013</u>								
State of New Jersey:								
Department of Environmental Protection:								
Clean Communities Grant								
Recycling Tonnage Grant	45,000.00			10,441.17	10,441.17		5,064.81	39,935.19
County of Monmouth:								
Open Space Program - Lake Takanassee	170.75							170.75
County of Monmouth:								
Workforce Development Grant	7,279.45							7,279.45
<u>2014</u>								
State of New Jersey:								
Department of Environmental Protection:								
Clean Communities Grant	35,492.77			18,199.83	31,744.63	3,000.00		18,947.97
DOT - Municipal Aid - Sairs Ave. Phase II	127.50							127.50
Hurricane Sandy Recovery	197,437.50							197,437.50
Hurricane Sandy Recovery - Local Share	20,250.00							20,250.00
<u>2015</u>								
County of Monmouth:								
Office on Aging Grant:								
Senior Citizen Program:								
Local Share	10,102.45			540.00	519.00		10,123.45	
US Department of Justice								
Office of Justice Programs								
Cops Hiring Program	27.34							27.34
State of New Jersey:								
Department of Environmental Protection:								
Clean Communities Grant	65,273.96				16,318.49			48,955.47
Recycling Tonnage Grant	44,512.15							44,512.15
Emergency Management Preparedness					5,000.00	5,000.00		
Transportation Authority Trust Fund	251,766.00							251,766.00
Economic Redevelopment Grant								
Streetscape Redevelopment	24,000.00			3,584.75	3,504.75	80.00		24,000.00
<u>2016</u>								
County of Monmouth:								
Office on Aging Grant:								
Senior Citizen Program:								
Local Share	4,343.15			683.82	903.15		4,123.82	
US Department of Justice								
Office of Justice Programs								
Cops Hiring Program	89,441.19	145,319.81			234,761.00			
Cops Hiring Program (LOCAL)	254,478.00				241,225.99			13,252.01
US Department of Law and Public Safety:								
State of New Jersey:								
Safe and Secure Communities	60,000.00				60,000.00			
Solid Waste Administration:								
Recycling Tonnage Grant	44,026.65							44,026.65
Urban Enterprise Zone Administration:								
Marketing and Business Development	8,692.22				725.78			7,966.44
Security (Policing)	4,500.00							4,500.00
Shuttle Project (Year Round)	2,500.00			48,500.00	42,392.00			8,608.00
Administrative Budget	53,500.00				9,753.92			43,746.08
Emergency Management Preparedness	50.00			4,950.00	4,950.00			50.00
Monmouth County Recycling Stimulus				4,865.50	4,850.00			15.50

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
FEDERAL AND STATE GRANT FUND
SCHEDULE OF RESERVE FOR APPROPRIATED GRANTS
FOR THE YEAR ENDED DECEMBER 31, 2017

	Balance December 31, 2016	2017 Budget Appropriations	Transferred From Encumbrances Payable	Transferred To Encumbrances Payable	Transferred Cancelled	Balance December 31, 2017
2017						
State of New Jersey:						
Department of Environmental Protection:						
Clean Communities Grant		74,620.41		18,655.10		55,965.31
EDA - HDSRF Grant (Broadway)		20,742.00				20,742.00
EDA - HDSRF Grant (Norwood)		71,247.00				71,247.00
Urban Enterprise Zone Administration:						
Marketing and Business Development		5,000.00				5,000.00
Security (Policing)		32,500.00				32,500.00
Shuttle Project (Year Round)		47,000.00		32,307.19		14,692.81
Administrative Budget		13,000.00				13,000.00
Department of Justice						
Body Armor Replacement		7,650.71			7,650.71	
Safe and Secure Communities		60,000.00				60,000.00
US Department of Law and Public Safety:						
Body-Worn Cameras		15,000.00				15,000.00
US Department Homeland Security Firefighters		562,680.00		562,680.00		
Edward Byrne Memorial Assistance		10,044.00			10,044.00	
FEMA-Flood Control Project		212,030.00				212,030.00
Bullet Proof Vest Grant		13,725.68			13,725.68	
Department of Transportation		231,766.00		223,586.57	8,179.43	
Emergency Management Preparedness		7,000.00			6,420.66	
County of Monmouth:						
Office on Aging Grant:						
Senior Citizen Program:						
Monmouth County Share		25,000.00		25,000.00		
Local Share		221,485.00		217,055.21	1,145.26	
	<u>\$ 3,934,945.55</u>	<u>\$ 1,775,810.61</u>	<u>\$ 289,250.61</u>	<u>\$ 2,826,272.12</u>	<u>\$ 302,111.27</u>	<u>\$ 610,699.91</u>
						<u>\$ 2,260,923.47</u>
Cash Receipts - Local Match		<u>\$ 221,485.00</u>				
Budget Appropriations		<u>1,554,325.61</u>				
		<u><u>\$ 1,775,810.61</u></u>				

Cancelled to Current \$ 132,085.58
Cancelled to Capital Improvement Authorization \$ 478,614.33
\$ 610,699.91

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
FEDERAL AND STATE GRANT FUND
SCHEDULE OF RESERVE FOR UNAPPROPRIATED GRANTS
FOR THE YEAR ENDED DECEMBER 31, 2017

	Balance December 31, <u>2016</u>	Cash Receipts	Grants Appropriated	Balance December 31, <u>2017</u>
State of New Jersey:				
Bulletproof Vest Partnership	\$ 12,902.68	\$ 11,434.50	\$ 13,725.68	\$ 10,611.50
Recycling Tonnage Grant	-	89,905.61	-	89,905.61
Body Armor Replacement Grant	-	7,650.71	7,650.71	-
2016 Body Works Camera	15,000.00	-	15,000.00	-
Clean Communities	74,620.41	63,394.73	74,620.41	63,394.73
COPS 2014	10,930.16	197,403.16	145,319.81	63,013.51
	<hr/> <u>\$ 113,453.25</u>	<hr/> <u>\$ 369,788.71</u>	<hr/> <u>\$ 256,316.61</u>	<hr/> <u>\$ 226,925.35</u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GRANT FUND
SCHEDULE OF DUE TO CAPITAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ -
Increased By:	
Grants Receivable- Cancelled	<u>\$ 478,614.33</u>
	<u>478,614.33</u>
	478,614.33
Decreased By:	
Grants - Appropriated	<u>135,471.62</u>
	<u>135,471.62</u>
	135,471.62
Balance, December 31, 2017	<u>\$ 343,142.71</u>
	<u>343,142.71</u>

TRUST FUNDS

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CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
TRUST FUND
SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS - TREASURER
FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>Animal Control Fund</u>	<u>Trust - Other Fund</u>	<u>Housing and Community Development Fund</u>	<u>Payroll Agency</u>
Balance, December 31, 2016	\$ 189,764.52	\$ 10,716,384.80	\$ 37,083.44	\$ 254,248.01
Increased By Receipts:				
Dog License Fees - State Share	2,446.60	-	-	-
Grant Funds Receivable	-	-	303,999.23	-
Dog License Fees - City Share	10,739.40	-	-	-
Dog Service Contract	58,317.50	-	-	-
Due To Current Fund	-	-	470,510.50	-
Current Fund Budget Appropriation	260,000.00	-	-	-
Ingovernmental Receivable Returned	-	-	-	-
Housing and Community Development Programs	-	-	7,340.88	-
Payroll Agency	-	-	-	39,726,064.63
Various Reserves	-	5,327,839.13	-	-
	331,503.50	5,327,839.13	781,850.61	39,726,064.63
	521,268.02	16,044,223.93	818,934.05	39,980,312.64
Decreased By Disbursements:				
State Share of Dog License Fees	2,465.80	-	-	-
Cash Expenditures Under R.S. 4:19-15.11	269,805.97	-	-	-
Intergovernmental Accounts Receivable	-	-	-	-
Due To Current Fund	-	-	228,539.29	-
Housing and Community Development Programs	-	-	590,394.76	-
Payroll Agency	-	-	-	39,689,525.49
Various Reserves	-	7,129,126.88	-	-
	272,271.77	7,129,126.88	818,934.05	39,689,525.49
Balance, December 31, 2017	\$ 248,996.25	\$ 8,915,097.05	\$ -	\$ 290,787.15

EXHIBIT B-2

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
ANIMAL CONTROL FUND
SCHEDULE OF DUE TO/(FROM) STATE OF NEW JERSEY
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 31.20
Increased By:	
State Portion of Dog License Fees	<u>2,446.60</u>
Collected	2,477.80
Decreased By:	
Payments To State of New Jersey	<u>2,465.80</u>
Balance, December 31, 2017	<u><u>\$ 12.00</u></u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
ANIMAL CONTROL FUND
SCHEDULE OF ENCUMBRANCES PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 5,357.88
Increased By:	
Transferred From Reserve for Animal Control Fund Expenditures	<u>21,535.83</u>
	26,893.71
Decreased By:	
Transferred To Reserve for Animal Control Fund Expenditures	<u>5,357.88</u>
Balance, December 31, 2017	<u>\$ 21,535.83</u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
ANIMAL CONTROL FUND
SCHEDULE OF RESERVE FOR ANIMAL CONTROL FUND EXPENDITURES
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 184,375.44
Increased By:	
License Fees Collected	\$ 10,739.40
Service Contract Collected	58,317.50
Current Fund Budget Appropriation	260,000.00
Transferred From Encumbrances Payable	<u>5,357.88</u>
	<u>334,414.78</u>
	518,790.22
Decreased By:	
Expenditures Under R.S. 4:19-15.11	269,805.97
Encumbrances Payable	<u>21,535.83</u>
	<u>291,341.80</u>
Balance, December 31, 2017	<u>\$ 227,448.42</u>

<u>Fees Collected</u>	
<u>Year</u>	<u>Amount</u>
2016	\$ 290,702.80
2015	<u>309,581.40</u>
<u>\$ 600,284.20</u>	

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
TRUST - OTHER FUND
SCHEDULE OF VARIOUS RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2017**

	Balance December 31, <u>2016</u>	Increased By	Decreased By	Balance December 31, <u>2017</u>
State Unemployment Compensation Insurance	\$ 277,984.06	\$ 50,000.00	\$ 52,843.36	\$ 275,140.70
Law Enforcement Funds (P.L. 1986, C. 135)	24,749.64	5,119.53	1,219.74	28,649.43
Deposits for Redemptions of Tax Sale Certificates	116,805.83	1,960,854.48	1,902,438.82	175,221.49
Performance Bonds	1,186,941.13	213,834.93	19,119.62	1,381,656.44
Engineering Bonds	109,798.50	25,939.96	21,558.76	114,179.70
Maintenance Escrow	6,734.28	13.45	-	6,747.73
Escrow Fees	79,050.09	113.10	-	79,163.19
Application Escrow Fees	775,169.05	281,389.59	248,213.39	808,345.25
Tax Sale Premium	2,812,400.00	911,100.00	2,471,700.00	1,251,800.00
Bid Deposits	24,706.10	20,790.00	40,790.00	4,706.10
Police Overtime	77,523.12	690,855.73	680,942.44	87,436.41
Recycling Fees (P.L. 1981 C. 278/P.L. 1987 C. 102)	602,993.30	14,576.88	11,950.00	605,620.18
Uniform Fire Safety (N.J.S.A. 52:27D-192 et seq)	32,866.93	3,135.00	3,591.67	32,410.26
Fire Safety Fees	1,614.31	-	-	1,614.31
Parking Offenses Adjudication Act (P.L. 1989, C.137)	20,053.00	1,942.00	4,424.00	17,571.00
Donations - Alcohol and Drug Program	8.68	-	-	8.68
Veterans Services (N.J.S.A. 40A:5-29)	58.63	-	-	58.63
Donations for Public Safety	3,506.03	4,758.00	-	8,264.03
Open Space	40,228.90	-	-	40,228.90
Donations - Recreation (N.J.S.A. 40A:5-29)	31,648.90	24,807.73	28,305.50	28,151.13
Insurance Proceeds	15,377.97	12,604.77	-	27,982.74
Memorial Benches (N.J.S.A. 40A:5-29)	175.00	-	-	175.00
Public Safety Director - Scholarship Fund (N.J.S.A. 40A:5-29)	270.27	-	-	270.27
Public Defender (P.L. 1997 c. 256)	1,600.00	8,794.50	7,800.00	2,594.50
Commodity Resale - Housing Authority (N.J.A.C. 5:34-7.17)	1,600.00	-	-	1,600.00
Redevelopment Escrow	1,205,225.28	-	-	1,205,225.28
Redevelopment Participation	347,687.77	527,803.18	392,573.48	482,917.47
Library Renovations	260,586.01	2,279.43	107,325.64	155,539.80
Redevelopment Trust Rental Income	45,402.61	-	-	45,402.61
Long Branch High School Drainage	389.00	-	-	389.00
Fees - Vacation of Streets	4,550.00	500.00	-	5,050.00
Public Safety Equipment Purchase	1,083.00	-	-	1,083.00

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
TRUST - OTHER FUND
SCHEDULE OF VARIOUS RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2017**

	<u>Balance</u>			<u>Balance</u>
	<u>December 31,</u>	<u>Increased</u>	<u>Decreased</u>	<u>December 31,</u>
	<u>2016</u>	<u>By</u>	<u>By</u>	<u>2017</u>
Reserve for:				
Snow Equipment Purchase	25,478.66	-	-	25,478.66
Compensated Absences (N.J.A.C. 5:30-15)	250,406.08	200,000.00	435,417.60	14,988.48
Recreation	21.70	-	-	21.70
Demolition Liens	94,393.50	44,513.92	-	138,907.42
Stale Payroll	23,006.65	-	-	23,006.65
COAH	58,784.55	-	-	58,784.55
College Housing Violations	2,000.00	-	-	2,000.00
UEZ Trust (Donations for Bus/Prom Revitalization)	336.85	-	-	336.85
Operation Chelsea Avenue Beach	17.55	-	-	17.55
Gasoline & Diesel Reimbursement	-	204,032.98	204,032.98	-
LBHA - Commodity Resale - Salt	-	8,492.81	8,492.81	-
Sea Bright - Commodity Resale - Salt	-	2,038.29	2,038.29	-
Park Fee Refundable Deposit	800.00	-	-	800.00
UEZ Other	182,568.87	13,000.00	185,568.87	10,000.00
UEZ Admin	28,247.32	-	13,417.80	14,829.52
Reserve Federal Law Enforcement Trust Fund	-	1,434.24	-	1,434.24
RCA - West Windsor	412,828.16	3,427.98	37,350.45	378,905.69
RCA - Wall Twp	253,543.91	29,590.00	7,287.79	275,846.12
RCA - Middletown	66,955.83	33,321.00	5,452.04	94,824.79
RCA - Colts Neck	1,137,628.86	25,933.24	235,271.83	928,290.27
Interest Due To City	70,578.92	842.41	-	71,421.33
	<hr/> <u>\$ 10,716,384.80</u>	<hr/> <u>\$ 5,327,839.13</u>	<hr/> <u>\$ 7,129,126.88</u>	<hr/> <u>\$ 8,915,097.05</u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
HOUSING AND COMMUNITY DEVELOPMENT FUND
SCHEDULE OF ENCUMBRANCES PAYABLE - H.U.D. TRUST
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 180,454.11
Increased By:	
2017 Encumbrances Payable	<u>40,063.42</u>
Decreased By:	
Transfer To Grant Fund Reserves	<u>180,454.11</u>
Balance, December 31, 2017	<u><u>\$ 40,063.42</u></u>

EXHIBIT B-7

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
HOUSING AND COMMUNITY DEVELOPMENT FUND
SCHEDULE OF DUE TO CURRENT FUND
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ -
Increased By:	
Grant Fund Reserves	<u>470,510.50</u>
	470,510.50
Decreased By:	
Cash Disbursements	<u>228,539.29</u>
Balance, December 31, 2017	<u>\$ 241,971.21</u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
HOUSING AND COMMUNITY DEVELOPMENT FUND
SCHEDULE OF GRANT FUNDS RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 598,388.36
Increased By:	
Grant Authorizations	<u>385,595.00</u>
	983,983.36
Decreased By:	
Cash Received	<u>303,999.23</u>
Balance, December 31, 2017	<u><u>\$ 679,984.13</u></u>

Analysis of Balance

Grant - 41st Year	\$ 294,389.13
Grant - 42nd Year	<u>385,595.00</u>
	<u><u>\$ 679,984.13</u></u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
HOUSING AND COMMUNITY DEVELOPMENT FUND
SCHEDULE OF GRANT FUND RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 455,017.69
Increased By:	
Cash Receipts	\$ 7,340.88
Grant Authorizations	385,595.00
Transfer From Encumbrances Payable -	<u>180,454.11</u>
H.U.D. Trust	<u>573,389.99</u>
	1,028,407.68
Decreased By:	
Cash Disbursements	590,394.76
2017 Encumbrances Payable -	<u>40,063.42</u>
H.U.D. Trust	<u>630,458.18</u>
Balance, December 31, 2017	<u><u>\$ 397,949.50</u></u>

EXHIBIT B-10

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
PAYROLL FUND
RESERVE FOR PAYROLL TAXES PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 254,248.01
Increased By:	
Cash Received	<u>39,726,064.63</u>
Decreased By:	39,980,312.64
Cash Disbursed	<u>39,689,525.49</u>
Balance, December 31, 2017	<u><u>\$ 290,787.15</u></u>

Analysis of Balance

PFRS (Regular, Loan, Back Deduction)	\$ 133,181.83
PERS (Regular, Loan, Back Deduction)	97,353.30
DCRP	2,641.58
Unemployment Tax	24,440.04
AFLAC - Disability/Medical	9,411.78
Other Agencies	<u>23,758.62</u>
	<u><u>\$ 290,787.15</u></u>

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GENERAL CAPITAL FUND

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**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 9,479,670.70
Increased By Receipts:	
Bond Anticipation Notes Issued	6,709,615.00
Capital Improvement Fund	400,000.00
FEMA Funds Received	370,374.57
Various Reserves	<u>1,572,621.45</u>
	<u>9,052,611.02</u>
Decreased By Disbursements:	
Improvement Authorizations	7,344,096.35
Various Reserves	1,733,579.92
Pay down - FEMA	2,500,000.00
Pay down BAN - Excess Financing	<u>1,592,903.71</u>
	<u>13,170,579.98</u>
Balance, December 31, 2017	<u><u>\$ 5,361,701.74</u></u>

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF ANALYSIS OF CASH AND INVESTMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>Balance</u> <u>December 31,</u> <u>2017</u>
Encumbrances Payable	\$ 3,538,651.46
Capital Improvement Fund	343,958.02
Various Reserves	1,584,743.50
Interfund Receivable	(343,142.71)
Grants Receivable	(312,000.00)
 <u>Ordinance Number</u>	
	<u>Improvement Description</u>
46-94	12,308.29
17-97	4,296.26
25-01,46-04	4,470.68
40-01	171.04
54-02,25-03	1,890.53
50-04	3,130.22
21-05	213,999.79
38-07	258,662.20
03-08	97,338.19
03-09, 41-11	582,661.91
05-10	27.50
16-11	1,534.60
42-11	478,392.80
43-11, 16-2	17,928.75
7-12	7,925.91
17-12	6,369.69
09-13	101,935.20
10-13	113,565.55
11-13	75,381.14
01-14	9,019.65
04-14	300.00
10-14	33,720.08
18-14	6,382.89
24-14	(621,990.33)
03-15	18,695.97
07-15	1,020,359.67
12-16	156,568.39
19-17	(2,055,555.10)
	 <u>\$ 5,361,701.74</u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - FUNDED
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 38,560,926.44
Decreased By:	
General Serial Bonds	\$ 3,145,000.00
Green Trust Loans	<u>107,967.95</u>
	<u>3,252,967.95</u>
Balance, December 31, 2017	<u><u>\$ 35,307,958.49</u></u>

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED
FOR THE YEAR ENDED DECEMBER 31, 2017

CITY OF LONG BRANCH
 COUNTY OF MONMOUTH, NEW JERSEY
 GENERAL CAPITAL FUND
 SCHEDULE OF GENERAL SERIAL BONDS
 FOR THE YEAR ENDED DECEMBER 31, 2017

Purpose	Date of Issue	Original Issue	Maturities of Bonds December 31, 2017		Interest Rate	Balance December 31, 2016	Decrease	Balance December 31, 2017
			Date	Amount				
Refunding Bonds	05/30/07	\$ 11,085,000.00	12/01/18	\$ 1,340,000.00	4.000%	\$ 5,960,000.00	\$ 1,235,000.00	\$ 4,725,000.00
			12/01/19	1,395,000.00	4.000%			
			12/01/20	1,445,000.00	4.000%			
			12/01/21	545,000.00	4.000%			
Refunding Bonds	07/08/14	14,895,000.00	01/15/18	1,345,000.00	3.000%			
			01/15/19	1,360,000.00	4.000%			
			01/15/20	1,360,000.00	4.000%			
			01/15/21	1,580,000.00	4.000%			
			01/15/22	1,580,000.00	4.000%			
			01/15/23	1,575,000.00	4.000%			
			01/15/24	1,570,000.00	4.000%			
			01/15/25	1,570,000.00	4.000%			
			01/15/26	1,555,000.00	3.125%			
General Obligation Bonds	1/30/15	17,431,000.00	07/15/2018	550,000.00	2.250%			
			07/15/2019	550,000.00	2.250%			
			07/15/2020	550,000.00	2.250%			
			07/15/2021	1,100,000.00	2.250%			
			07/15/2022	1,100,000.00	2.250%			
			07/15/2023	1,100,000.00	2.250%			
			07/15/2024	1,100,000.00	2.250%			
			07/15/2025	1,100,000.00	2.250%			
			07/15/2026	1,100,000.00	2.250%			
			07/15/2027	1,050,000.00	3.000%			
			07/15/2028	1,000,000.00	3.000%			
			07/15/2029	1,000,000.00	3.000%			
			07/15/2030	1,000,000.00	3.000%			
			07/15/2031	1,000,000.00	3.000%			
			07/15/2032	1,000,000.00	3.000%			
			07/15/2033	1,000,000.00	3.000%			
			07/15/2034	1,031,000.00	3.000%			
								\$ 37,696,000.00
								\$ 3,145,000.00
								\$ 34,551,000.00

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF BOND ANTICIPATION NOTES
FOR THE YEAR ENDED DECEMBER 31, 2017

Ordinance Number	Improvement Description	Date of Issue of Original Note	Date of Issue	Date of Maturity	Interest Rate	Balance December 31,		Decrease	Balance December 31, 2017
						2016	2016		
10-10	Improvements To Property Acquired for the Creation of a Municipal Park	02/18/11	2/9/2017	2/9/2018	2.50%	\$ 935,000.00	\$ 898,000.00	\$ 935,000.00	\$ 898,000.00
42-11	Improvements to the Oceanfront Boardwalk Between Morris Avenue & Brighton Avenue	02/15/12	2/9/2017	2/9/2018	2.50%	784,000.00	751,000.00	784,000.00	751,000.00
10-13	Various Capital Improvements	02/13/14	2/9/2017	2/9/2018	2.50%	400,200.00	-	-	400,200.00
5-13	Phase I Improvements to the Oceanfront Boardwalk	06/12/14	2/9/2017	2/9/2018	2.50%	600,000.00	572,000.00	600,000.00	572,000.00
10-13	Various Capital Improvements	06/12/14	2/9/2017	2/9/2018	2.50%	2,599,800.00	999,800.00	2,599,800.00	999,800.00
10-14	Various Capital Improvements	2/13/15	2/9/2017	2/9/2018	2.50%	880,000.00	-	-	880,000.00
24-14	Various Capital Improvements	2/13/15	2/9/2017	2/9/2018	2.50%	7,500,000.00	5,000,000.00	7,500,000.00	5,000,000.00
3-15	Real Property	2/11/16	2/9/2017	2/9/2018	2.50%	4,095,000.00	3,402,000.00	4,095,000.00	3,402,000.00
7-15	Various Capital Improvements	2/11/16	2/9/2017	2/9/2018	2.50%	-	1,714,285.00	-	1,714,285.00
9-16	Police Radio System	2/9/17	2/9/2017	2/9/2018	2.50%	-	4,683,350.00	-	4,683,350.00
12-16	Various Capital Improvements	2/9/17	2/9/2017	2/9/2018	2.50%	-	312,000.00	-	312,000.00
25-16	Improvements to Manhasset Creek Park Phase 3	2/9/17	2/9/2017	2/9/2018	2.50%	-	-	-	-
						\$ 21,196,000.00	\$ 14,930,415.00	\$ 12,418,800.00	\$ 23,707,615.00
						Renewal	\$ 8,220,800.00	\$ 8,220,800.00	
						Issued for Cash	6,709,615.00		
						Paid Down with FEMA Proceeds	-	2,500,000.00	
						Paid by Budget Appropriation	-	105,096.29	
						Excess Financing Paydown	-	1,592,903.71	
							\$ 14,930,415.00	\$ 12,418,800.00	

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF GREEN TRUST LOAN PROGRAM
FOR THE YEAR ENDED DECEMBER 31, 2017

<u>Purpose</u>	<u>Date of Issue</u>	<u>Original Issue</u>	<u>Maturities of Loans</u>		<u>Interest Rate</u>	<u>Balance December 31, 2016</u>	<u>Decrease</u>	<u>Balance December 31, 2017</u>
			<u>December 31, 2017</u>	<u>Principal and Interest</u>				
Install Stone at Promenade	10/08/97	\$ 669,104.00				\$ 40,991.16	\$ 40,991.16	\$ -
Park Development	12/07/05	518,000.00	09/12/18-24 03/12/18-25	Various Various	2.00%	264,101.44	27,063.51	237,037.93
Manahasset Creek Acquisition	08/24/09	359,121.75	11/27/18-28 05/27/18-29	Various Various	0.00%	230,206.25	18,416.50	211,789.75
Multi Parks Development 2	05/25/10	450,000.00	08/28/18-29 02/28/18-30	Various Various	2.00%	329,627.59	21,496.78	308,130.81
						\$ 864,926.44	\$ 107,967.95	\$ 756,958.49

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS
FOR THE YEAR ENDED DECEMBER 31, 2017**

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 118,958.02
Increased By:	
2017 Budget Appropriation	<u>400,000.00</u>
Decreased By:	518,958.02
Downpayment on Ordinances	<u>175,000.00</u>
Balance, December 31, 2017	<u><u>\$ 343,958.02</u></u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF VARIOUS RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2017**

	Balance December 31, <u>2016</u>	Increase	Decrease	Balance December 31, <u>2017</u>
Patten Avenue	\$ 9,622.05	\$ -	\$ -	\$ 9,622.05
Liens	2,500.00	-	-	2,500.00
Debt Service	1,500,000.00	1,200,000.00	1,500,000.00	1,200,000.00
Premium on Bond/BAN Sale	233,579.92	309,621.45	233,579.92	309,621.45
Reserve for Debt Service - BAN	-	63,000.00	-	63,000.00
	<u>\$ 1,745,701.97</u>	<u>\$ 1,572,621.45</u>	<u>\$ 1,733,579.92</u>	<u>\$ 1,584,743.50</u>

CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED
FOR THE YEAR ENDED DECEMBER 31, 2017

<u>Ordinance Number</u>	<u>Improvement Description</u>	Balance			<u>Cancelled</u>	<u>December 31, 2017</u>
		<u>2016</u>	<u>2017</u>	<u>Authorizations</u>		
15-12	Various Capital Improvements	\$ 24,900,000.00	\$ -	\$ -	\$ -	\$ 20,000,000.00
24-14	Various Capital Improvements	9,768,810.99	2,500,000.00	\$ 370,374.57	\$ -	\$ 11,898,436.42
03-15	Real Property	-	-	-	-	-
07-15	Various Capital Improvements	-	-	-	-	-
09-16	Police Radios	1,714,285.00	-	-	-	-
12-16	Various Capital Improvements	4,683,330.00	-	-	-	-
25-16	Improvements to Manhasset Creek Park Phase 3	312,000.00	-	-	-	-
19-17	Various Capital Improvements	-	3,325,000.00	-	-	-
28-17	Refunding Bonds, Series 2007A	-	5,000,000.00	\$ 370,374.57	\$ 6,709,615.00	\$ 4,900,000.00
		\$ 41,378,425.99	\$ 10,825,000.00	\$ 370,374.57	\$ 6,709,615.00	\$ 4,900,000.00
						\$ 40,223,436.42

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
GRANTS RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2017 and 2016	<u>312,000.00</u>
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PUBLIC ASSISTANCE FUND

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**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
PUBLIC ASSISTANCE FUND
SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

EXHIBIT D-1

Balance, December 31, 2017 and 2016 \$ 28,983.14

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
PUBLIC ASSISTANCE FUND
SCHEDULE OF RESERVE FOR PUBLIC ASSISTANCE EXPENDITURES
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2017 and 2016	<u>\$ 28,983.14</u>
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SELF-INSURANCE FUND

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EXHIBIT E-1

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
SELF-INSURANCE FUND
SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 62,986.50
Increased By Receipts:	
Budget Appropriation From Current Fund	\$ 1,609,669.00
Reserved Year Appropriation From Current Fund	274,375.22
Interest Income	909.91
Reimbursements	<u>30,030.90</u>
	<u>1,914,985.03</u>
Decreased By Disbursements:	
Various Expenses	<u>1,786,785.89</u>
Balance, December 31, 2017	<u>\$ 191,185.64</u>

EXHIBIT E-2

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
SELF-INSURANCE FUND
SCHEDULE OF ENCUMBRANCES PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 17,147.26
Increased By:	
Transferred From Reserve For Self-Insurance	<u>45,071.40</u>
	62,218.66
Decreased By:	
Transferred To Reserve For Self-Insurance	<u>17,147.26</u>
Balance, December 31, 2017	<u>\$ 45,071.40</u>

**CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
SELF-INSURANCE FUND
SCHEDULE OF RESERVE FOR SELF-INSURANCE
FOR THE YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 45,839.24
Increased By Receipts:	
Budget Appropriation From Current Fund	\$ 1,609,669.00
Reserved Year Appropriation From Current Fund	274,375.22
Interest Income	909.91
Reimbursements	30,030.90
Transfer From Encumbrances Payable	<u>17,147.26</u>
	<u>1,932,132.29</u>
Decreased By Disbursements:	
Various Expenses	1,786,785.89
Transfer To Encumbrances Payable	<u>45,071.40</u>
	<u>1,831,857.29</u>
Balance, December 31, 2017	<u><u>\$ 146,114.24</u></u>

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GENERAL FIXED ASSETS ACCOUNT GROUP

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CITY OF LONG BRANCH
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL FIXED ASSETS ACCOUNT GROUP
SCHEDULE OF GENERAL FIXED ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2017

	<u>Balance, December 31, 2016</u>	<u>Additions</u>	<u>Deletions</u>	<u>Appraisal Adjustment</u>	<u>Balance December 31, 2017</u>
Land and Improvements	\$ 19,032,143.35	\$ -	\$ -	\$ -	\$ 19,032,143.35
Buildings and Improvements	10,396,100.00	- -	- -	- -	10,396,100.00
Machinery and Equipment	6,070,606.00	2,560,609.00	611,176.00	(2,598.00)	8,017,441.00
Vehicles	11,239,326.00	1,635,709.00	14,500.00	2,598.00	12,863,133.00
	<u>\$ 46,738,175.35</u>	<u>\$ 4,196,318.00</u>	<u>\$ 625,676.00</u>	<u>\$ -</u>	<u>\$ 50,308,817.35</u>

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CITY OF LONG BRANCH

PART II

SINGLE AUDIT SECTION

FOR THE YEAR ENDED DECEMBER 31, 2017

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HOLMAN | FRENIA
ALLISON, P.C.

Certified Public Accountants & Consultants

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

Honorable Mayor and Members
of the City Council
City of Long Branch
County of Monmouth
Long Branch, New Jersey 07740

Report on Compliance for Each Major Federal Program

We have audited the City of Long Branch's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended December 31, 2017. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance); and audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City's compliance.

Opinion on Each Major Federal Program

In our opinion, the City of Long Branch complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2017.

Report on Internal Control Over Compliance

Management of the City of Long Branch is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's 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 program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or 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 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 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 first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

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. Accordingly, this report is not suitable for any other purpose.

Respectfully Submitted,

HOLMAN FRENIA ALLISON, P.C.



Robert W. Allison
Certified Public Accountant
Registered Municipal Accountant
RMA No. 483

Freehold, New Jersey
June 27, 2018

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SCHEDULE A

CITY OF LONG BRANCH
 COUNTY OF MONMOUTH, NEW JERSEY
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
 FOR THE YEAR ENDED DECEMBER 31, 2017

<u>Federal Grantor</u>	<u>Federal CFDA Number</u>	<u>Agency or Pass-Through Number</u>	<u>Program Expenditures</u>	<u>Passed to Sub-Recipient</u>	<u>Cumulative Expenditures</u>
U.S. Department of Housing and Urban Development					
Passed-through N.J. Department of Community Affairs					
CDBG-Disaster Recovery Grants (Pub. L No. 113-2) Cluster:					
Hurricane Sandy Community Development Block Grant	14.269	22-8022-100-004	\$ 303,958.54	\$ -	\$ 303,958.54
Total CDBG-Disaster Recovery Grants (Pub. L No. 113-2) Cluster					
CDBG-Entitlement Grants Cluster:					
Community Development Block Grant	14.218	FY 2013	70,943.65		410,367.57
Community Development Block Grant	14.218	FY 2014	3,318.02		430,793.04
Community Development Block Grant	14.218	FY 2015	129,059.25		396,639.35
Community Development Block Grant	14.218	FY 2016	359,826.30		383,637.16
Community Development Block Grant	14.218	FY 2017	27,247.54		27,247.54
Total CDBG- Entitlement Grants Cluster:					
Total Department of Housing and Urban Development					
U.S. Department of Transportation:					
Passed-through N.J. Department of Transportation					
Federal Transit Cluster:					
Federal Transit - Capital Investment Grants	20.500	Not Available	1,042,930.85		1,042,930.85
Total Federal Transit Cluster					
Total Department of Transportation					

			*

SCHEDULE A

CITY OF LONG BRANCH
 COUNTY OF MONMOUTH, NEW JERSEY
 SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
 FOR THE YEAR ENDED DECEMBER 31, 2017

<u>Federal Grantor</u>	<u>Agency or Pass-Through Number</u>	<u>Program Expenditures</u>	<u>Passed to Sub-Recipient</u>	<u>Cumulative Expenditures</u>
US Department of Homeland Security Passed-through				
NJ Law and Public Safety				
Department of Homeland Security (DHS):				
Public Assistance Grants:				
Superstorm Sandy	97.036	100-1200-066-A92	66,416.03	14,939,745.73
Emergency Management Performance Grant	97.042	100-1200-100-726	5,000.00	5,000.00
Assistance to Firefighters	97.044	Not Available	562,680.00	562,680.00
Total Law and Public Safety		634,096.03	-	14,939,745.73
 U.S. Department of Law and Public Safety				
Passed-through Division of Criminal Justice				
Office of Community Oriented Policing Services:				
2014 COPS Hiring Program(CHP)	16.710	Not Available	234,761.00	251,629.85
Total Department of Justice		234,761.00	-	251,629.85
Total Expenditures of Federal Awards		\$ 2,806,141.18	\$ -	\$ 19,229,880.48

(*) = Denotes Major Program

The Notes to Schedule of Expenditures of Federal Awards are an integral part of this Schedule.

CITY OF LONG BRANCH
NOTES TO SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 1. Basis of Presentation

The accompanying schedule of expenditures of federal awards present the activity of all federal awards programs of the City of Long Branch. The City is defined in Note 1 of the basic financial statements. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). All federal awards received directly from federal agencies, as well as federal awards passed through other government agencies is included on the schedule of expenditures of federal awards.

Note 2. Summary of Significant Accounting Policies

The accompanying schedule of federal awards is presented using the modified accrual basis of accounting as promulgated by the State of New Jersey, Department of Community Affairs, Division of Local Government Services, which is described in the Notes to the Financial Statements, Note 1.

The amounts shown as current year expenditures represent only the federal grant portion of the program costs. Such expenditures are recognized following the cost principles contained in Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

The City did not elect the 10-percent de minimis indirect cost rate as discussed in 2 CFR 200.414.

Note 3. Relationship to Basic Financial Statements

Amounts reported in the accompanying schedule agree with amounts reported in the City's financial statements. Expenditures from awards are reported in the City's financial statements as follows:

	Federal	Total
State & Federal Grant Fund	\$ 1,845,371.85	\$ 1,845,371.85
Trust Fund	590,394.76	590,394.76
General Capital Fund	<u>370,374.57</u>	<u>370,374.57</u>
 Total	 <u>\$ 2,806,141.18</u>	 <u>\$ 2,806,141.18</u>

CITY OF LONG BRANCH
NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 4. Relationship to Federal and State Financial Reports

The regulations and guidelines governing the preparation of federal financial reports vary by federal agency and among programs administered by the same agencies. Accordingly, the amounts reported in the federal financial reports do not necessarily agree with the amounts reported in the accompanying Schedule, which is prepared on the modified accrual basis of accounting as explained in Note 2.

Note 5. Federal Loans Outstanding

The City had no loan balances outstanding at December 31, 2017.

Note 6. Contingencies

Each of the grantor agencies reserves the right to conduct additional audits of the City's grant program for economy, efficiency and program results. However, the City administration does not believe such audits would result in material amounts of disallowed costs.

Note 7. Major Programs

Major programs are identified in the Summary of Auditor's Results section of the Schedule of Findings and Questioned Costs.

CITY OF LONG BRANCH
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2017

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued	<u>Unmodified - Regulatory Basis</u>	
Internal control over financial reporting:		
1) Material weakness(es) identified?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
2) Significant deficiency(ies) identified?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> none reported
Noncompliance material to financial statements noted?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no

Federal Awards

Internal control over major programs:		
1) Material weakness(es) identified?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no
2) Significant deficiency(ies) identified?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> none reported
Type of auditor's report issued on compliance for major programs	<u>Unmodified</u>	
Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200 section .516(a) of Uniform Guidance?	<input type="checkbox"/> yes	<input checked="" type="checkbox"/> no

Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
20.500	<u>Federal Transit Cluster</u>
97.044	<u>Assistance to Firefighters Grant</u>
Dollar threshold used to determine Type A programs	<u>\$750,000.00</u>
Auditee qualified as low-risk auditee?	<input type="checkbox"/> yes <input checked="" type="checkbox"/> no

**CITY OF LONG BRANCH
SCHEDULE OF FINDINGS & QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Section II – Financial Statement Findings

This section identifies the significant deficiencies, material weaknesses and instances of noncompliance related to the basic financial statements that are required to be reported in accordance with *Government Auditing Standards* and with audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

None.

**CITY OF LONG BRANCH
SCHEDULE OF FINDINGS & QUESTIONED COSTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Section III – Federal Award Findings & Questioned Costs

This section identifies the significant deficiencies, material weaknesses and instances of noncompliance, including questioned costs, related to the audit of major federal programs, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

None.

**CITY OF LONG BRANCH
SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS
AND QUESTIONED COSTS AS PREPARED BY MANAGEMENT
FOR THE YEAR ENDED DECEMBER 31, 2017**

This section identifies the status of prior year findings related to the financial statements and federal awards that are required to be reported in accordance with *Government Auditing Standards* and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

FINANCIAL STATEMENT FINDINGS

No Prior Year Findings.

FEDERAL AWARDS

No Prior Year Findings.

CITY OF LONG BRANCH

PART III

LETTER OF COMMENTS AND RECOMMENDATIONS – REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2017

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HOLMAN | FRENIA
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Honorable Mayor and Members
of the City Council
City of Long Branch
County of Monmouth
Long Branch, New Jersey 07740

In accordance with requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, the following are the *General Comments* and *Recommendations* for the year ended December 31, 2017.

GENERAL COMMENTS:

Contracts and Agreements required to be advertised by (N.J.S.A.40A:11-4)

N.J.S.A.40A:11-4 states every contract or agreement, for the performance of any work or furnishing or hiring of any materials or supplies, the cost or the contract price whereof is to be paid with or out of public funds not included within the terms of Section 3 of this act, shall be made or awarded only by the Governing Body of the contracting unit after public advertising for bids and bidding therefore, except as is provided otherwise in this act or specifically by any other Law. No work, materials or supplies shall be undertaken, acquired or furnished for a sum exceeding in the aggregate the bid threshold, except by contract or agreement.

The bid threshold in accordance with N.J.S.A. 40A:11-4 was \$40,000 for the year ended December 31, 2017.

It is pointed out that the governing body of the municipality has the responsibility of determining whether the expenditures in any category will exceed the statutory minimum within the fiscal year. Where question arises as to whether any contract or agreement might result in violation of the statute, the solicitor's opinion should be sought before a commitment is made.

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.

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

Collection of Interest on Delinquent Taxes and Assessments

N.J.S.54:4-67, provides the method for authorizing interest and the maximum rates to be charged for the nonpayment of taxes or assessments on or before the date when they would become delinquent.

The governing body on January 1, 2017 adopted the following resolution authorizing interest to be charged on delinquent taxes:

NOW THEREFORE, BE IT RESOLVED, that if said taxes are deemed to be delinquent for non-payment of taxes, the Tax Collector shall charge eight (8%) percent per annum on the first \$1,500.00 of the delinquency, and eighteen (18%) percent per annum on any amount in excess of \$1,500.00; and

BE IT FURTHER RESOLVED, by the City Council of the City of Long Branch, that the Tax Collector shall allow that no interest will be charged on payments received and made by the tenth calendar day following the date upon which the same became payable; and

BE IT FURTHER RESOLVED, by the City Council of the City of Long Branch that the Tax Collector shall charge, in addition to the interest for delinquent taxes, as noted above, a penalty of six (6%) percent of the amount of the delinquency in taxes in excess of \$10,000.00 to a taxpayer who fails to pay the delinquency prior to the end of the calendar year.

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

OTHER COMMENTS (FINDINGS):

None.

RECOMMENDATIONS:

None.

OFFICIALS IN OFFICE AND SURETY BONDS

The following officials were in office at December 31, 2017:

<u>Name</u>	<u>Title</u>	
Adam Schneider	Mayor	
John Pallone	Council President	
Dr. Mary Jane Celli	Council Vice President	
Joy Bastelli	Councilmember	
Kathleen Billings	Councilmember	
Michael Sirianni	Councilmember	
Kevin Hayes Sr.	Business Administrator	
Michael Martin	Chief Financial Officer	(1)
Patrice Antonucci	Comptroller	(1)
Kathy L. Schmelz	City Clerk	(2)
Carla Thomas	Tax Collector	(1)
Terri Turner	Court Administrator	(1)
John E Butow	Tax Assessor	(1)

(1) Employees were covered by a statutory blanket crime bond which provided by Travelers Casualty & Surety Company of America in the amount of \$1,000,000.

(2) Employees were covered by a blanket honesty bond which provides coverage of \$50,000.

Appreciation

We express our appreciation for the assistance and courtesies extended to the members of the audit team.

Respectfully submitted,

HOLMAN FRENIA ALLISON, P. C.



Robert W. Allison
Certified Public Accountant
Registered Municipal Accountant
RMA No. 483

Freehold, New Jersey
June 27, 2018

ANNUAL AUDIT REPORT FOR THE YEAR 2017

MUNICIPAL COURT OF City of Long Branch COUNTY OF Monmouth

MUNICIPAL COURT STATUS: SINGLE JOINT SHARED

COURT ADDRESS: 279 Broadway
Long Branch, NJ 07740

PHONE: (732) 571-6500

JUDGE: George J. Cieri

COURT DIRECTOR: N/A

COURT ADMINISTRATOR: Terri L. Turner

AUDITOR'S INFORMATION RMA #: 483 DATE: 6/27/2018

NAME: Robert Allison

SIGNATURE: 

ADDRESS: 912 Highway 33, Suite 2
Freehold, NJ 07728

JUDICIARYS CONTACT INFORMATION

MUNICIPAL DIVISION MANAGER:

ADDRESS:

CITY, STATE, ZIP:

TELEPHONE:

RECEIPTS AND DISBURSEMENTS FOR YEAR 2017

AGENCY	ENDING BALANCE AS OF 12/31/2016	RECEIPTS	DISBURSEMENTS	ENDING BALANCE AS OF 12/31/2017
STATE OF NJ	\$ 12,092.94	\$ 199,345.81	\$ 200,649.06	\$ 10,789.69
COUNTY	18,528.50	251,659.20	255,362.69	14,825.01
MUNICIPALITY	49,912.22	666,475.77	679,882.69	36,505.30
PUBLIC DEFENDER	1,361.00	7,533.50	8,794.50	100.00
Local Parking	106.00	1,982.00	1,942.00	146.00
FISH & GAME	50.00	3,990.00	3,630.00	410.00
Restitution	24.00	2,681.04	2,580.04	125.00
WEIGHTS & MEASURES	2,350.00	6,700.00	8,700.00	350.00
Conditional Dismissal	-	675.00	600.00	75.00
Solid Waste Control	-	-	-	-
SPCA	173.00	1,264.00	1,171.00	266.00
BAIL ACCOUNT	21,901.00	187,627.99	200,828.99	8,700.00
Interest Due to Current	-	638.23	638.23	-
TOTALS	\$ 106,498.66	\$ 1,330,572.54	\$ 1,364,779.20	72,292.00

Was the ending balance disbursed by the 15th of the next month: YES NO
 If not, explain _____

GENERAL MUNICIPAL COURT INFORMATION

1. LIST ALL STAFF MEMBERS WHO ARE BONDED AMOUNT OF BOND

Judge	<u>George J. Cieri</u>	<u>\$1,050,000</u>
Court Administrator	<u>Terri Turner</u>	<u>\$1,075,000</u>

2. ARE STAFF INDIVIDUALLY BONDED OR UNDER A JIF BOND IND JIF

If bonded individually are amounts in conformance with NJAC 5:30-8.4? YES NO

Minimum 54,643.83 Recommended _____

3. Is the court administrator certified pursuant to statute? YES NO
 Is the court administrator's certification in good standing? YES NO

If not, provide current status? _____

4. When does the Judge's term expire? 7/31/2018

5. If a joint court, has the Judge received a Governor's appt? YES NO

BUDGETARY INFORMATION

1. Amount paid or charged in <u>2017</u> for salary of Judge in S & W	<u>\$47,500</u>
2. Amount paid for all other staff salaries in S & W	<u>\$349,401.34</u>
3. Amount charged for Other Expenses	<u>\$159,746.73</u>
4. Was the budget submitted and approved by Assignment Judge?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

OFFICE CONTROL

1. Is an approved statewide Violations Bureau Schedule prominently posted? YES NO
2. Does the court have an approved Local Violations Bureau Schedule?
2. a. If so, is it properly posted? YES NO
 YES NO
3. Are uniform traffic tickets serially numbered, properly controlled and accounted for? YES NO
4. Does the court void tickets or complaints in accordance with Directive 02-08?
If not, provide details _____ YES NO
5. Are complaints eligible for destruction disposed of in a timely and proper manner? YES NO
6. Is the auditor's approval received for all financial records approved for destruction?
If not, provide details _____ YES NO
7. Are manual receipts serially numbered, properly controlled and accounted for?
If not, provide details _____ YES NO

DAILY FINANCIAL PROCEDURES

1. Are separate lockable, cash boxes used by each employee that receipts money? YES NO
2. Who is responsible for completing the Daily Bank Deposit?
Terri Turner
3. Are the un-validated and validated bank deposit slips attached to the daily journal? YES NO
4. Who is responsible for transporting the Daily Deposit to the bank?
Court
5. What security procedures are followed when transporting the money to the bank?
Police Escort
6. Are deposits made within 48 hours pursuant to statute?
If not, provide details with dates _____ YES NO
7. Do the deposit slips match the totals provided by the Daily Journals?
If not, provide details with dates _____ YES NO

8. Do the deposit slips match the individual cash/check amounts provided by the Daily Journals?
If not, provide details with dates _____ YES NO

9. Are overages /shortages or help desk calls documented with the daily journals?
If not, provide details with dates _____ YES NO

10. As of what date or dates was cash counted, reconciliation made and bank balance confirmed?
Cash Counted on May 25, 2018. Bank Balance Confirmed as of 12/31/2017

11. Change fund amount \$700.00
Does this amount conform with municipal records? YES NO

MONTHLY FINANCIAL PROCEDURES

1. Are separate general and bail accounts maintained? YES NO

2. Is the court utilizing the monthly cashbook? YES NO

3. Who is responsible for the financial procedures?
 DIRECTOR MCA DCA OTHER _____

4. Does the monthly disbursements checks equal account totals on Part V of the Monthly Cashbook? YES NO

5. Are monthly disbursements made before the 15th of each month?
If not, provide details _____ YES NO

6. Does the general account accrue interest? YES NO Bail Account? YES NO
Is the interest disbursed each month? YES NO

7. Are the overpayment checks written on a monthly basis? YES NO

8. Are restitution checks promptly written? YES NO

9. Are the outstanding public defender fees turned over to the municipality for collection on cases that have been adjudicated? YES NO

10. Are the reconciliations completed within 10 days of receipt of the bank statements? YES NO
If not, provide details _____

11. Are fiscal records kept secured in the court office? YES NO
If not, provide details _____

BAIL PROCEDURES

1. Is bail collected by the police properly and promptly turned over to the court
If not, provide details _____ YES NO

2. Are bail refunds done in a timely manner? YES NO

3. Are refund checks made out to the surety? YES NO

4. Are bail forfeitures done in a timely manner? YES NO

5. Are judgments filed timely and in accordance with procedures? YES NO

6. Are the cash balances on the Monthly Bail on Account Report equal to the account balance in the bail account? YES NO

FUNDS

1. Does the town have the following dedicated funds?

 Public Defender (N.J.S.A. 2B:24-17(b)) YES NO

 POAA (N.J.S.A. 39:4-139-9) YES NO

 DWI (N.J.S.A.26:2B-35(b) (3)) YES NO

2. Does the DWI and POAA funds balance for the town match the court's record? If not, provide details _____ YES NO

3. Does the town's balance and expenditures of the DWI and/or POAA funds match the approved DWI/POAA expenditure requests utilized by the court? YES NO

 If no, POAA town balance \$ _____ Court Balance \$ _____

 If no, DWI Fund town balance \$ _____ Court Balance \$ _____

4. Does the court follow approval process for use of DWI/POAA funds? If not, provide details _____ YES NO

5. Did the Judge, Municipal Court Director or Administrator provide all authorizations for approved use of DWI/POAA funds? If not, provide details _____ YES NO

COMMENTS

None

RECOMMENDATIONS

None

<u>City</u> City, Town, Boro or Twp.	<u>of</u>	<u>Long Branch</u> Municipality	<u>Monmouth</u> County
Form of Reporting Dog Licenses Issued Pursuant to N.J.S.A. 4:19-15.1 et seq., as amended by Chapter 168, P.L. 1978 and Chapter 235, P.L. 1981.		Auditor <u>Holman Frenia Allison P.C.</u>	
		Address <u>912 Highway 33, Suite 2</u>	
		Freehold, NJ 07728	

	1 Yr.	3 Yr.	
Dog License Fee - Minimum	\$ 1.50	\$ 4.50	Kennel License - In Excess of 10 Dogs \$ 10.00
Dog License Fee - Maximum	21.00	63.00	Kennel License - Not in Excess of 10 Dogs 25.00
(Where there is no Local Ordinance, the fee shall be \$1.50, 1 year and \$4.50, 3 years)			Pet Shop License 10.00
State Registration Fees:			"Service", "Hearing Ear" and "Seeing Eye" Dogs Licenses are to be issued without fees
1 Year License --	\$ 1.00		
3 Year License --	\$ 3.00		

Year 2017

<u>License Numbers</u> From To	Rate	Total Fees	Municipal License	Kennel License	Seeing Eye	State Registration Fees
1 - 1,136						
Spayed 758	\$ 14.00	\$ 10,612.00	\$ 9,702.40	-	-	\$ 909.60
Non-Spayed 366	17.00	6,222.00	4,684.80	-	-	1,537.20
Some Volunteers are Exempt from Municipal						
Portion 2						
Service (Police)						
Dog 0						
Void						
Late Fees 0	5.00	0.00	0.00	-	-	-
Replacements 10	5.00	50.00	50.00	-	-	-
TOTALS 1,134		\$ 16,884.00	\$ 14,437.20	-	-	\$ 2,446.80
						31.20
						2,478.00
						2,466.00
						\$ 12.00

Add: Prior Balance Due To State Treasurer December 31, 2016

Remitted To State Treasurer

Balance Due To State Treasurer December 31, 2017

Memo to Auditor: If three-year licenses are issued, prepaid license fees must be set up in the Dog License Fund; however, the state registration fees are due 30 days after collection.

UNIFORM CONSTRUCTION CODE ENFORCEMENT FEE REPORT - YEAR 2017

Municipality: City of Long Branch Construction Official: Stanley Midose
County of: Mounmouth
Address: 344 Broadway Ave Phone: 732-222-7000
Long Branch NJ 07740 Fax: (732) 222-1516
E-Mail: smidose@longbranch.org

Please provide a weblink to the municipality's UCC fee schedule, or attach the schedule to this report.

Report Completed By: Holman Frenia Allison, P.C.

Name: Robert W. Allison

Signature: 

Date: 6/27/2018

RMA #: 483

Telephone/Fax: 732-409-0800

E-Mail Address: Ballison@hfacpas.com

Mailing Address: 912 Highway 33, Suite 2, Freehold, NJ 07728

Does this Construction Code Office serve more than one municipality? If yes, please list each municipality and state whether a current written agreement exists

No

Municipality	Written Agreement Exists?
N/A	N/A

If UCC inspections are performed by a private entity, please name the party or parties, list the corresponding inspection categories, and state whether a current written agreement exists:

I. REVENUES

A. Uniform Construction Code Fees	\$ 681,157.00
B. Penalties	8,500.00
C. Income: UCC Shared Services/Interlocal	203,259.00
TOTAL REVENUES (A+B+C)	892,916.00

II. EXPENDITURES DIRECTLY RELATED TO UCC ENFORCEMENT

A. Salary & Wages (List Separately in Appendix)	467,313.95
B. Employee Fringe Benefits	132,258.54
C. Other Expenses	17,123.64
D. Direct Agency Support Costs	-
E. Auditor Fees for UCC Auditing:	-
F. Legal Services for UCC Litigation:	-
G. Professional Expenses	-
H. Indirect/Overhead Expenses	-
TOTAL EXPENSES (A through H):	74,003.54
EXCESS (DEFICIT)	\$ 690,699.67
	\$ 202,216.33

Uniform Construction Code Enforcement Personnel (Direct Hires)
add additional lines as required

Name (Last, First)	UCC License No.	Position	Annual UCC Salary/Wages
Stanley Midose	007406	Construction Official	\$ 120,333.00
John Palmer	007253	Plumbing Mechanical	\$ 81,562.91
James McCormick	010257	Electrical	\$ 82,239.34
Vincent Gerald	010784	Building	\$ 65,321.77
Frederick Migliaccio	003364	Fire Protection	\$ 2,625.09
Jennifer Rose	990681	Technical Assistant	\$ 62,106.20
Joyce Lubischer		Clerical	\$ 42,303.44
Katie Muscillio		Clerical	\$ 9,134.08
Kelly Kaufmann		Clerical	\$ 1,687.50
Total			\$ 467,313.33

Has routine sample testing been conducted as to enforcement agency direct expenditures and their compliance with N.J.A.C. 5:23-4.17?

Yes

Do the enforcement agency's indirect/overhead expenses exceed 12 percent of the total of A through G above?

NO

If the answer to the above question is yes, has a detailed written justification for any charge for indirect/overhead expenses in excess of 12 percent been submitted to the Department of Community Affairs and made available for public inspection?

N/A

If the municipality has been directed to do so by the Department of Community Affairs, the auditor shall also sample test supporting expenditures for all direct and indirect expenses allocated to the Construction Department. This testing should provide support to validate the appropriateness of the charges as they relate to compliance with N.J.A.C. 5:23-4.17, namely that all expenditures of construction code fees have been made for purposes permitted under the regulation. The outcome of said testing shall be specifically reflected in a separate opinion contained in an addendum to the annual Audit.