

**BOROUGH OF EAST NEWARK
COUNTY OF HUDSON
NEW JERSEY**

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

**SAMUEL KLEIN AND COMPANY
CERTIFIED PUBLIC ACCOUNTANTS**

BOROUGH OF EAST NEWARK
COUNTY OF HUDSON, NEW JERSEY

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

SAMUEL KLEIN AND COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT

The Honorable Mayor and Members
of the Borough Council
Borough of East Newark
East Newark, New Jersey 07029

Report on the Financial Statements

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

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

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

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

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

Adverse Opinion on U.S. Generally Accepted Accounting Principles

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

Opinion on Regulatory Basis of Accounting

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

Other Matters

Supplementary Information

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

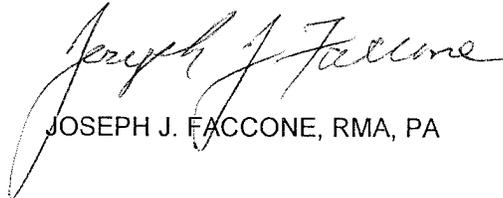
The supplementary schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements - regulatory basis. Such information has been subjected to the auditing procedures applied in the audit of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

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated July 30, 2019 on our consideration of the Borough of East Newark'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 solely describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Borough of East Newark's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Borough of East Newark's internal control over financial reporting and compliance.



SAMUEL KLEIN AND COMPANY
CERTIFIED PUBLIC ACCOUNTANTS



JOSEPH J. FACCONI, RMA, PA

Newark, New Jersey
July 30, 2019

BOROUGH OF EAST NEWARK
CURRENT FUND

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

A

<u>ASSETS AND DEFERRED CHARGES</u>	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2018</u>	<u>Balance</u> <u>Dec. 31, 2017</u>
<u>Regular Fund</u>			
Cash - Treasurer	A-4	\$ 2,469,431.81	\$ 2,209,467.72
Change Fund	A-5	50.00	50.00
Tax Exemptions Due from State of New Jersey	A-14	920.00	
		<u>2,470,401.81</u>	<u>2,209,517.72</u>
Receivables and Other Assets with Full Reserves:			
Taxes Receivable	A-6	150,344.68	155,990.17
Property Acquired for Taxes at Assessed Value	A-7	312,100.00	312,100.00
Sewer Service Charge	A-8	19,413.86	17,406.36
Health Lien	A-9	241.34	
Revenue Accounts Receivable	A-10	14,890.66	18,357.00
	Below	<u>496,990.54</u>	<u>503,853.53</u>
Deferred Charges:			
Special Emergency Authorizations	A-11	30,000.00	40,000.00
		<u>2,997,392.35</u>	<u>2,753,371.25</u>
<u>Grant Fund</u>			
Cash	A-4	431,023.77	185,744.28
Grants Receivable	A-12	113,745.71	363,069.76
		<u>544,769.48</u>	<u>548,814.04</u>
		<u>\$ 3,542,161.83</u>	<u>\$ 3,302,185.29</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
<u>Regular Fund</u>			
Appropriation Reserves:			
Encumbered	A-3,13	\$ 728.03	\$ 4,445.24
Unencumbered	A-3,13	524,080.02	408,190.69
Due to State of New Jersey (Ch. 129, P.L. 1976)	A-14		80.00
Interfunds Payable	A-15	490,488.59	470,147.69
Accounts Payable	A-16	20,598.07	20,598.07
Due to State of New Jersey	A-17	342.41	709.92
Reserve for Tax Appeals Pending	A-18	424,680.56	424,680.56
County Taxes Payable	A-19	6,829.10	3,063.27
Local School Tax Payable	A-20	112,277.95	90,618.93
Tax Overpayments	A-21	38,622.60	4,905.33
Prepaid Taxes	A-22		20,505.01
Various Reserves	A-23	20,000.00	20,000.00
		<u>1,638,647.33</u>	<u>1,467,944.71</u>
Reserve for Receivables and Other Assets	Above	496,990.54	503,853.53
Emergency Note Payable	A-24	30,000.00	40,000.00
Fund Balance	A-1	831,754.48	741,573.01
		<u>2,997,392.35</u>	<u>2,753,371.25</u>
<u>Grant Fund</u>			
Reserve for Grants	A-25	540,769.48	474,417.34
Unappropriated Reserves	A-26	4,000.00	74,396.70
		<u>544,769.48</u>	<u>548,814.04</u>
		<u>\$ 3,542,161.83</u>	<u>\$ 3,302,185.29</u>

See accompanying notes to financial statements.

BOROUGH OF EAST NEWARK
CURRENT FUND

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

A-1

	<u>Ref.</u>	<u>Year 2018</u>	<u>Year 2017</u>
<u>Revenue and Other Income</u>			
Fund Balance Utilized	A-2	\$ 480,000.00	\$ 400,000.00
Miscellaneous Revenue Anticipated	A-2	1,440,748.50	1,410,861.27
Receipts from Delinquent Taxes	A-2a	155,990.17	151,256.22
Receipts from Current Taxes	A-2a	3,929,917.38	3,814,678.31
Nonbudget Revenue	A-2b	44,840.46	55,678.54
Other Credits to Income:			
Interfunds Receivable Liquidated			28,549.58
Unexpended Balance of Appropriation Reserves	A-13	297,204.22	350,450.68
		<u>6,348,700.73</u>	<u>6,211,474.60</u>
<u>Expenditures</u>			
Budget Appropriations:			
Operations:			
Salaries and Wages		1,193,315.94	1,145,666.86
Other Expenses		1,865,565.76	1,733,856.89
Statutory Expenditures		276,294.00	231,369.00
Judgments		2,500.00	2,500.00
Capital Improvements		60,000.00	60,000.00
Deferred Charges		10,000.00	10,000.00
Debt Service		145,612.36	160,026.47
	A-3	<u>3,553,288.06</u>	<u>3,343,419.22</u>
County Taxes	A-19	763,119.20	735,282.77
Local School District Tax	A-20	1,462,112.00	1,447,486.00
		<u>5,778,519.26</u>	<u>5,526,187.99</u>
Statutory Excess to Fund Balance		570,181.47	685,286.61
<u>Fund Balance</u>			
Balance January 1	A	741,573.01	456,286.40
		<u>1,311,754.48</u>	<u>1,141,573.01</u>
Decreased by:			
Utilized as Anticipated Revenue	Above	480,000.00	400,000.00
Balance December 31	A	<u>\$ 831,754.48</u>	<u>\$ 741,573.01</u>

See accompanying notes to financial statements.

BOROUGH OF EAST NEWARK
CURRENT FUND

STATEMENT OF REVENUE - REGULATORY BASIS

A-2

	<u>Ref.</u>	<u>Budget</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
Fund Balance Appropriated	A-1	\$ 480,000.00	\$ 480,000.00	\$
<u>Miscellaneous Revenues</u>				
Alcoholic Beverage Licenses	A-10	4,000.00	4,500.00	500.00
Other Licenses	A-10	7,000.00	6,502.00	(498.00)
Other Fees and Permits	A-10	80,000.00	87,147.33	7,147.33
Municipal Court Fines and Costs	A-10	155,000.00	204,426.25	49,426.25
Interest and Costs on Taxes	A-10	27,000.00	32,004.06	5,004.06
Interest on Investments and Deposits	A-10	9,000.00	24,283.30	15,283.30
Energy Receipt Tax	A-10	412,790.00	412,790.00	
Consolidated Municipal Property Tax Relief Act	A-10	176,218.00	176,218.00	
Construction Code Permits	A-10	15,000.00	22,464.00	7,464.00
East Newark Board of Education Shared Cost	A-10	50,000.00	53,750.00	3,750.00
Verizon FIOS	A-10	11,260.00	11,266.11	6.11
Marriage License Fees	A-10	29,000.00	29,860.00	860.00
Sewer Rents	A-10	167,000.00	219,869.13	52,869.13
Comcast Cablevision Franchise Tax	A-10	7,150.00	7,173.62	23.62
		<u>1,150,418.00</u>	<u>1,292,253.80</u>	<u>141,835.80</u>
<u>Federal and State Grants:</u>				
Clean Communities - Unappropriated		4,000.00	4,000.00	
Recycling Tonnage Grant		11,799.82	11,799.82	
Office on Aging Grant		40,524.54	40,524.54	
Hudson County Peer Grouping		18,008.00	18,008.00	
Hudson County Area Agency		54,098.00	54,098.00	
Hudson County Peer Grouping - 2018		20,000.00	20,000.00	
Drunk Driving Enforcement Fund - Unappropriated		64.34	64.34	
	A-12	<u>148,494.70</u>	<u>148,494.70</u>	
Total Miscellaneous Revenue	A-1	1,298,912.70	1,440,748.50	141,835.80
Receipts from Delinquent Taxes	A-2a	150,000.00	155,990.17	5,990.17
<u>Amount to be Raised by Taxation:</u>				
Municipal Purposes	A-2a,6	1,830,194.00	1,908,436.18	78,242.18
Budget Total	A-3	3,759,106.70	3,985,174.85	226,068.15
Nonbudget Revenue	A-2b		44,840.46	44,840.46
Total Revenue		<u>\$ 3,759,106.70</u>	<u>\$ 4,030,015.31</u>	<u>\$ 270,908.61</u>

See accompanying notes to financial statements.

BOROUGH OF EAST NEWARK
CURRENT FUND

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

A-2a

	<u>Ref.</u>	<u>Total</u>	<u>Delinquent Tax Receipts</u>	<u>Current Tax Collections</u>
<u>Allocation of Tax Collections</u>				
Taxes Receivable	A-6	\$ 3,905,412.37	\$ 155,990.17	\$ 3,905,412.37
Prepayments Applied	A-6	20,505.01		20,505.01
Exemptions Granted	A-6	<u>4,000.00</u>		<u>4,000.00</u>
Total Tax Collections	A-1	4,085,907.55	155,990.17	3,929,917.38
Allocated to:				
County Levy and Added Taxes	A-19	(763,119.20)		(763,119.20)
Local School District Taxes	A-20	(1,462,112.00)		(1,462,112.00)
Reserve for Uncollected Taxes	A-3	<u>203,750.00</u>		<u>203,750.00</u>
Realized Revenue	A-2	<u>\$ 2,064,426.35</u>	<u>\$ 155,990.17</u>	<u>\$ 1,908,436.18</u>

See accompanying notes to financial statements.

BOROUGH OF EAST NEWARK
CURRENT FUND

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

A-2b

	<u>Ref.</u>		
<u>Miscellaneous Revenue Not Anticipated</u>			
DMV Inspection Fines		\$ 567.00	
Construction Fine		3,500.00	
Prior Year Budget Refunds		16,621.13	
Parking Fines		250.00	
Budget Refunds		8,017.86	
Recycling Bins		20.00	
Planning Board Applications		5,422.00	
Verizon Refund		300.00	
Fire Safety Rebates		2,702.70	
Miscellaneous		7,234.24	
Excess Animal Control Fund Balance		145.53	
2% Administration Fee for Senior Citizens and Veterans		<u>60.00</u>	
Realized Revenue	A-1,2,4		<u>\$ 44,840.46</u>

See accompanying notes to financial statements.

BOROUGH OF EAST NEWARK
CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS

A-3
Sheet #1

	Appropriations		Paid or Charged	Expended		Unexpended Balance Cancelled
	<u>Budget</u>	<u>Modified Budget</u>		<u>Encumbered</u>	<u>Reserved</u>	
<u>APPROPRIATIONS WITHIN "CAPS":</u>						
<u>GENERAL GOVERNMENT</u>						
Administrative and Executive:						
Other Expenses:						
Miscellaneous	\$ 28,000.00	\$ 28,000.00	\$ 18,201.67	\$ 147.00	\$ 9,651.33	\$
Advertising	4,250.00	4,250.00	3,571.53		678.47	
Mayor and Council:						
Salaries and Wages	15,000.00	15,000.00	14,999.52		0.48	
Other Expenses	30,000.00	30,000.00	22,820.00		7,180.00	
Borough Clerk:						
Salaries and Wages	83,000.00	83,000.00	80,683.41		2,316.59	
Elections:						
Other Expenses	5,000.00	5,000.00	4,621.60		378.40	
Financial Administration:						
Salaries and Wages	35,400.00	35,400.00	35,340.00		60.00	
Other Expenses:						
Miscellaneous	17,500.00	17,500.00	8,096.71		9,403.29	
Audit	25,000.00	25,000.00			25,000.00	
Collection of Taxes:						
Salaries and Wages	23,154.00	23,947.00	23,106.00		841.00	
Other Expenses	8,100.00	8,100.00	1,926.99		6,173.01	
Legal Services and Costs:						
Other Expenses	60,000.00	56,000.00	49,666.40		6,333.60	
Foreclosure Cost	400.00	400.00			400.00	
Municipal Prosecutor:						
Salaries and Wages	8,262.00	8,395.00	8,394.26		0.74	
Other Expenses	100.00	100.00			100.00	
Public Buildings and Grounds:						
Salaries and Wages	39,535.00	39,535.00	27,856.00		11,679.00	
Other Expenses	50,000.00	47,000.00	14,407.58		32,592.42	

BOROUGH OF EAST NEWARK
CURRENT FUND

A-3
Sheet #2

STATEMENT OF EXPENDITURES - REGULATORY BASIS

	<u>Appropriations</u>		<u>Paid or Charged</u>	<u>Expended</u>		<u>Unexpended Balance Cancelled</u>	
	<u>Budget</u>	<u>Modified Budget</u>		<u>Encumbered</u>	<u>Reserved</u>		<u>Unencumbered</u>
<u>APPROPRIATIONS WITHIN "CAPS"</u>							
<u>GENERAL GOVERNMENT</u>							
Assessment of Taxes:							
Salaries and Wages	\$ 14,045.00	\$ 13,983.00	\$ 13,983.00	\$	\$	\$	
Other Expenses	900.00	1,757.00	1,757.00				
Appeals	25,000.00	16,273.00	5,000.00		11,273.00		
Engineering Services and Costs:							
Other Expenses	25,000.00	18,649.99	178.75		18,471.24		
Shade Tree:							
Other Expenses	2,000.00	2,000.00			2,000.00		
Planning Board:							
Salaries and Wages	3,060.00	3,060.00	3,000.00		60.00		
Other Expenses	2,000.00	2,000.00	459.02		1,540.98		
Attorney Fees	3,500.00	3,500.00	2,500.00		1,000.00		
	<u>508,206.00</u>	<u>487,849.99</u>	<u>340,569.44</u>	<u>147.00</u>	<u>147,133.55</u>		
<u>PUBLIC SAFETY</u>							
Police Department:							
Salaries and Wages:							
Police	622,200.00	622,200.00	607,582.21		14,617.79		
Telephone Operator	20,000.00	20,000.00			20,000.00		
Other Expenses	60,000.00	60,000.00	49,946.49	170.00	9,883.51		
Fire Department:							
Other Expenses	36,000.00	36,000.00	27,974.87	411.03	7,614.10		
School Crossing Guards:							
Salaries and Wages	62,500.00	63,982.00	63,981.42		0.58		
Emergency Management Service:							
Other Expenses	750.00	750.00			750.00		
Legal:							
Other Expenses	13,000.00	13,000.00	2,060.71		10,939.29		

BOROUGH OF EAST NEWARK
CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS

A-3
Sheet #3

Appropriations	Appropriations		Paid or Charged	Expended		Unexpended Balance Cancelled
	Budget	Modified Budget		Encumbered	Reserved	
<u>APPROPRIATIONS WITHIN "CAPS"</u>						
<u>PUBLIC SAFETY</u>						
Uniform Fire Safety Act (Ch. 383, P.L. 1983):						
Salaries and Wages	\$ 8,160.00	\$ 8,160.00	\$ 7,806.00	\$	\$ 354.00	\$
Other Expenses	3,750.00	3,750.00	888.38		2,861.62	
	<u>826,350.00</u>	<u>827,842.00</u>	<u>760,240.08</u>	<u>581.03</u>	<u>67,020.89</u>	
<u>STREETS AND ROADS</u>						
Road Repair and Maintenance:						
Salaries and Wages	44,000.00	44,000.00	39,041.60		4,958.40	
Other Expenses	5,100.00	5,100.00	4,787.32		312.68	
Snow Removal:						
Other Expenses	44,000.00	38,818.07	11,737.85		27,080.22	
Sewer System:						
Salaries and Wages	19,000.00	19,000.00	18,600.00			
Other Expenses	21,000.00	27,200.00	18,008.75		9,191.25	
	<u>133,100.00</u>	<u>134,118.07</u>	<u>92,175.52</u>		<u>41,942.55</u>	
<u>HEALTH AND WELFARE</u>						
Board of Health:						
Salaries and Wages	1,000.00	1,000.00			1,000.00	
Other Expenses	3,500.00	6,981.00	6,980.52		0.48	
Health Contract - Kearny	7,500.00	7,500.00	7,500.00			
Administration of Public Assistance:						
Salaries and Wages	26,250.00	26,250.00	26,229.00		21.00	
Other Expenses	400.00	400.00			400.00	
	<u>38,650.00</u>	<u>42,131.00</u>	<u>40,709.52</u>		<u>1,421.48</u>	

BOROUGH OF EAST NEWARK
CURRENT FUND

A-3
Sheet #4

STATEMENT OF EXPENDITURES - REGULATORY BASIS

	<u>Appropriations</u>		<u>Paid or Charged</u>	<u>Expended</u>		<u>Unexpended Balance Cancelled</u>	
	<u>Budget</u>	<u>Modified Budget</u>		<u>Encumbered</u>	<u>Reserved</u>		<u>Unencumbered</u>
<u>APPROPRIATIONS WITHIN "CAPS"</u>							
<u>RECREATION</u>							
Parks and Playgrounds:							
Salaries and Wages	\$ 2,500.00	\$ 2,500.00	\$	\$	\$ 2,500.00	\$	
Other Expenses	10,000.00	10000.00	4,652.15		5,347.85		
Senior Citizens:							
Salaries and Wages	15,000.00	25685.94	23,159.81		2,526.13		
Other Expenses	13,000.00	13000.00	10,000.00		3,000.00		
Celebration of Public Events and Holidays:							
Other Expenses	1,000.00	1000.00	102.18		897.82		
	<u>41,500.00</u>	<u>52,185.94</u>	<u>37,914.14</u>		<u>14,271.80</u>		
<u>SANITATION</u>							
Garbage Collection:							
Contractual	195,000.00	190,689.00	163,032.78		27,656.22		
Mandatory Recycling:							
Salaries and Wages	500.00	500.00			500.00		
Other Expenses	20,000.00	28,000.00	23,331.65		4,668.35		
	<u>215,500.00</u>	<u>219,189.00</u>	<u>186,364.43</u>		<u>32,824.57</u>		
<u>OTHER OPERATIONS</u>							
Municipal Court:							
Salaries and Wages	78,000.00	78,000.00	76,155.80		1,844.20		
Other Expenses	13,500.00	13,500.00	6,914.84		6,585.16		
Municipal Defender:							
Salaries and Wages	4,200.00	4,200.00	3,625.00		575.00		
	<u>95,700.00</u>	<u>95,700.00</u>	<u>86,695.64</u>		<u>9,004.36</u>		

BOROUGH OF EAST NEWARK
CURRENT FUND

A-3
Sheet #5

STATEMENT OF EXPENDITURES - REGULATORY BASIS

	Appropriations		Paid or Charged	Expended		Unexpended Balance Cancelled
	Budget	Modified Budget		Encumbered	Reserved	
<u>APPROPRIATIONS WITHIN "CAPS"</u>						
<u>UNIFORM CONSTRUCTION CODE</u>						
Construction Officials:						
Salaries and Wages	\$ 24,725.00	\$ 25,518.00	\$ 25,518.00		\$ 217.72	\$
Other Expenses	1,500.00	707.00	489.28		217.72	
	<u>26,225.00</u>	<u>26,225.00</u>	<u>26,007.28</u>		<u>217.72</u>	
<u>UNCLASSIFIED</u>						
Utilities:						
Electricity	30,000.00	30,000.00	25,047.62		4,952.38	
Street Lighting	55,000.00	55,000.00	41,743.69		13,256.31	
Insurance (N.J.S.A. 40A:4-45.3(00)):						
General Liability	225,000.00	225,000.00	201,344.80		23,655.20	
Employee Group Health	200,000.00	200,000.00	177,821.59		22,178.41	
Compensated Balances	30,000.00	30,000.00			30,000.00	
Wage and Salary Adjustment	30,000.00	30,000.00			30,000.00	
Motor Vehicle Pool:						
Other Expenses	38,000.00	38,000.00	13,165.72		24,834.28	
	<u>608,000.00</u>	<u>608,000.00</u>	<u>459,123.42</u>		<u>148,876.58</u>	
<u>CONTINGENT</u>						
	2,000.00	2,000.00			2,000.00	
Total Operations	<u>2,495,241.00</u>	<u>2,495,241.00</u>	<u>2,029,799.47</u>	<u>728.03</u>	<u>464,713.50</u>	
Detail:						
Salaries and Wages	1,179,491.00	1,193,315.94	1,099,061.03		93,854.91	
Other Expenses	1,315,750.00	1,301,925.06	930,738.44	<u>728.03</u>	<u>370,858.59</u>	
<u>STATUTORY EXPENDITURES</u>						
Contribution to:						
Social Security System (OASI)	65,000.00	65,000.00	46,943.21		18,056.79	
Public Employees' Retirement System	29,907.00	29,907.00	29,907.00			

BOROUGH OF EAST NEWARK
CURRENT FUND

A-3
Sheet #6

STATEMENT OF EXPENDITURES - REGULATORY BASIS

	Appropriations		Paid or Charged	Expended		Unexpended Balance Cancelled
	Budget	Modified Budget		Encumbered	Reserved	
<u>APPROPRIATIONS WITHIN "CAPS"</u>						
<u>STATUTORY EXPENDITURES</u>						
Contribution to:						
Police and Firemen's Retirement System of N.J.	\$ 161,387.00	\$ 161,387.00	\$ 161,387.00	\$	\$	\$
Unemployment Compensation Insurance	20,000.00	20,000.00	8,632.89		11,367.11	
	<u>276,294.00</u>	<u>276,294.00</u>	<u>246,870.10</u>		<u>29,423.90</u>	
Judgments	2,500.00	2,500.00			2,500.00	
Total Appropriations Within "CAPS"	<u>2,774,035.00</u>	<u>2,774,035.00</u>	<u>2,276,669.57</u>	<u>728.03</u>	<u>496,637.40</u>	
<u>APPROPRIATIONS EXCLUDED FROM "CAPS"</u>						
<u>OTHER OPERATIONS</u>						
Sewer System:						
Passaic Valley Sewer Contract	296,000.00	296,000.00	295,807.38		192.62	
BPP Adjustment - Due to Local School Board	25,000.00	22,000.00	20,396.00		1,604.00	
Matching Funds for Grants	1,000.00	646.00			646.00	
Tax Appeals Pending	22,000.00	25,000.00			25,000.00	
	<u>344,000.00</u>	<u>343,646.00</u>	<u>316,203.38</u>		<u>27,442.62</u>	

BOROUGH OF EAST NEWARK
CURRENT FUND

A-3
Sheet #7

STATEMENT OF EXPENDITURES - REGULATORY BASIS

	<u>Appropriations</u>		<u>Paid or Charged</u>	<u>Expended</u>		<u>Unexpended Balance Cancelled</u>
	<u>Budget</u>	<u>Modified Budget</u>		<u>Encumbered</u>	<u>Reserved</u>	
<u>APPROPRIATIONS EXCLUDED FROM "CAPS"</u>						
<u>INTERLOCAL MUNICIPAL SERVICES AGREEMENTS</u>						
Town of Harrison:						
Street Cleaning	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00			\$
Dispatching Services	45,000.00	45,000.00	45,000.00			
Shared Ambulance Services	6,500.00	6,500.00	6,500.00			
	<u>71,500.00</u>	<u>71,500.00</u>	<u>71,500.00</u>			
<u>STATE AND FEDERAL PROGRAMS OFFSET BY REVENUES</u>						
Clean Communities Program	4,000.00	4,000.00	4,000.00			
Drunk Driving Enforcement Fund	64.34	64.34	64.34			
Hudson County Office on Aging:						
Senior Services	40,524.54	40,524.54	40,524.54			
Hudson County Peer Grouping	18,008.00	18,008.00	18,008.00			
Hudson County Area Agency on Aging and Disability Resource Connection	54,098.00	54,098.00	54,098.00			
Hudson County Peer Grouping 2018	20,000.00	20,000.00	20,000.00			
Recycling Tonnage Grant	11,799.82	11,799.82	11,799.82			
	<u>148,494.70</u>	<u>148,494.70</u>	<u>148,494.70</u>			
Total Other Operations	563,994.70	563,640.70	536,198.08		27,442.62	
Detail:						
Other Expenses	563,994.70	563,640.70	536,198.08		27,442.62	
<u>CAPITAL IMPROVEMENTS</u>						
Capital Improvement Fund	60,000.00	60,000.00	60,000.00			

BOROUGH OF EAST NEWARK
CURRENT FUND

A-3
Sheet #8

STATEMENT OF EXPENDITURES - REGULATORY BASIS

Appropriations	Appropriations		Paid or Charged	Expended		Unexpended Balance Cancelled
	Budget	Modified Budget		Encumbered	Reserved	
APPROPRIATIONS EXCLUDED FROM "CAPS"						
DEBT SERVICE						
Payment of Bond Anticipation Notes	\$ 97,527.00	\$ 97,527.00	\$ 97,527.00	\$	\$	\$ 2,067.73
Interest on Notes	15,900.00	15,900.00	13,832.27			
Waste Water Loan:						
Loan Repayment for Principal and Interest	33,900.00	34,254.00	34,253.09			0.91
	<u>147,327.00</u>	<u>147,681.00</u>	<u>145,612.36</u>			<u>2,068.64</u>
DEFERRED CHARGES						
Special Emergency Authorizations	10,000.00	10,000.00	10,000.00			
Total Appropriations Excluded from "CAPS"	<u>781,321.70</u>	<u>781,321.70</u>	<u>751,810.44</u>		<u>27,442.62</u>	<u>2,068.64</u>
Sub-Total	3,555,356.70	3,555,356.70	3,028,480.01	728.03	524,080.02	2,068.64
Reserve for Uncollected Taxes	203,750.00	203,750.00	203,750.00			
Total Appropriations	<u>\$ 3,759,106.70</u>	<u>\$ 3,759,106.70</u>	<u>\$ 3,232,230.01</u>	<u>\$ 728.03</u>	<u>\$ 524,080.02</u>	<u>\$ 2,068.64</u>

Reference Sheet #9 Sheet #9 Sheet #9 Sheet #9 Sheet #9 Sheet #9

BOROUGH OF EAST NEWARK
CURRENT FUND

A-3
Sheet #9

STATEMENT OF EXPENDITURES - REGULATORY BASIS

	<u>Ref.</u>	<u>Appropriations</u>		<u>Paid or Charged</u>	<u>Expended</u>	
		<u>Budget</u>	<u>Modified Budget</u>		<u>Encumbered</u>	<u>Reserved Unencumbered</u>
Adopted Budget	A-2	\$3,759,106.70	\$3,759,106.70	\$	\$	\$
Reserve for Uncollected Taxes	A-2a		(203,750.00)	203,750.00		
Cash Disbursed	A-4			2,809,985.31		
Special Emergency Authorizations	A-11			10,000.00		
Capital Improvement Fund	A-15			60,000.00		
Reserve for Grants	A-25			148,494.70		
Appropriations Cancelled	Sheet #8		(2,068.64)		728.03	524,080.02
Encumbered	Sheet #8					
Appropriation Reserves	Sheet #8					
		<u>\$3,759,106.70</u>	<u>\$3,553,288.06</u>	<u>\$3,232,230.01</u>	<u>\$ 728.03</u>	<u>\$ 524,080.02</u>
	<u>Reference</u>	<u>Sheet #8</u>	<u>A-1</u>	<u>Sheet #8</u>	<u>A</u>	<u>A</u>

See accompanying notes to financial statements.

BOROUGH OF EAST NEWARK
TRUST FUNDS

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

B

<u>ASSETS</u>	<u>Ref.</u>	<u>Balance Dec. 31, 2018</u>	<u>Balance Dec. 31, 2017</u>
<u>Animal Control Fund</u>			
Cash	B-1	\$ 381.20	\$ 348.80
Interfunds Receivable	B-2	22.20	22.20
		<u>403.40</u>	<u>371.00</u>
<u>Other Trust Funds</u>			
Cash	B-1	132,282.67	120,675.16
Community Development Block Grant Receivable	B-3	15,699.85	19,153.72
Interfunds Receivable	B-7	87,128.32	80,130.45
		<u>235,110.84</u>	<u>219,959.33</u>
		<u>\$235,514.24</u>	<u>\$220,330.33</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
<u>Animal Control Fund</u>			
Due to State of New Jersey	B-4	\$ 9.00	\$ 17.40
Reserve for Animal Control Expenditures	B-5	394.40	353.60
		<u>403.40</u>	<u>371.00</u>
<u>Other Trust Funds</u>			
Interfunds Payable	B-7	40,301.10	40,301.10
Payroll Deductions Payable	B-8	4,735.86	4,882.12
Various Reserve Funds	B-9	190,073.88	174,776.11
		<u>235,110.84</u>	<u>219,959.33</u>
		<u>\$235,514.24</u>	<u>\$220,330.33</u>

See accompanying notes to financial statements.

BOROUGH OF EAST NEWARK
GENERAL CAPITAL FUND

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

C

<u>ASSETS AND DEFERRED CHARGES</u>	<u>Ref.</u>	Balance <u>Dec. 31, 2018</u>	Balance <u>Dec. 31, 2017</u>
Interfunds Receivable	C-3	\$ 443,639.17	\$ 430,296.14
Grants Receivable	C-4		17,375.45
Deferred Charges to Future Taxation:			
Funded	C-5	224,531.30	255,107.79
Unfunded	C-6	<u>2,013,334.80</u>	<u>1,616,011.80</u>
		<u>\$2,681,505.27</u>	<u>\$2,318,791.18</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Bond Anticipation Notes	C-11	\$ 637,447.00	\$ 734,974.00
N.J. Environmental Infrastructure Loan Payable	C-7	224,531.30	255,107.79
Capital Improvement Fund	C-8	99,876.77	65,026.77
Reserve for Grant Expenditures	C-9	11,872.47	29,247.92
Improvement Authorizations:			
Funded	C-10	269,722.31	262,572.31
Unfunded	C-10	1,391,367.85	925,174.82
Fund Balance	C-1	<u>46,687.57</u>	<u>46,687.57</u>
		<u>\$2,681,505.27</u>	<u>\$2,318,791.18</u>
 Bonds and Notes Authorized but Not Issued	 C-12	 <u>\$1,375,887.80</u>	 <u>\$ 881,037.80</u>

See accompanying notes to financial statements.

BOROUGH OF EAST NEWARK
GENERAL CAPITAL FUND

STATEMENT OF FUND BALANCE - REGULATORY BASIS

C-1

	<u>Ref.</u>	
Balance December 31, 2017	C	<u>\$46,687.57</u>
Balance December 31, 2018	C	<u><u>\$46,687.57</u></u>

See accompanying notes to financial statements.

BOROUGH OF EAST NEWARK
WATER UTILITY

COMPARATIVE BALANCE SHEET - REGULATORY BASIS

D

<u>ASSETS</u>	Ref.	Balance Dec. 31, 2018	Balance Dec. 31, 2017
<u>Operating Fund</u>			
Cash	D-4	\$398,456.55	\$357,951.52
Receivable with Full Reserve:			
Consumer Accounts Receivable	D-5	19,413.83	17,406.37
		417,870.38	375,357.89
<u>Capital Fund</u>			
Fixed Capital	D-6	142,343.28	117,643.28
Interfunds Receivable	D-7	60,000.00	60,000.00
		202,343.28	177,643.28
		\$620,213.66	\$553,001.17
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
<u>Operating Fund</u>			
Appropriation Reserves	D-3,8	\$ 97,777.60	\$ 87,721.37
Interfunds Payable	D-9	60,000.00	60,000.00
		157,777.60	147,721.37
Reserve for Receivables	Reserve	19,413.83	17,406.37
Fund Balance	D-1	240,678.95	210,230.15
		417,870.38	375,357.89
<u>Capital Fund</u>			
Capital Improvement Fund	D-10	60,000.00	60,000.00
Reserve for Amortization	D-11	142,343.28	117,643.28
		202,343.28	177,643.28
		\$620,213.66	\$553,001.17

See accompanying notes to financial statements.

BOROUGH OF EAST NEWARK
WATER UTILITY

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

D-1

	<u>Ref.</u>	<u>Year 2018</u>	<u>Year 2017</u>
<u>Revenue and Other Income</u>			
Fund Balance Utilized	D-2, Below	\$ 35,000.00	\$ 35,000.00
Water Rents	D-2	212,705.48	169,256.66
Miscellaneous	D-2	8,868.11	7,312.42
Other Credits to Income:			
Unexpended Balance of Appropriation			
Reserves	D-8	8,875.21	41,373.02
		<u>265,448.80</u>	<u>252,942.10</u>
<u>Expenditures</u>			
Operating:			
Salaries and Wages		2,800.00	15,000.00
Other Expenses		169,700.00	175,000.00
Capital Improvements		24,700.00	24,700.00
Statutory Expenditures		2,800.00	2,800.00
	D-3	<u>200,000.00</u>	<u>217,500.00</u>
Statutory Excess to Fund Balance		65,448.80	35,442.10
<u>Fund Balance</u>			
Balance January 1	D	210,230.15	209,788.05
		<u>275,678.95</u>	<u>245,230.15</u>
Decreased by:			
Utilized as Anticipated Revenue	Above	<u>35,000.00</u>	<u>35,000.00</u>
Balance December 31	D	<u>\$240,678.95</u>	<u>\$210,230.15</u>

See accompanying notes to financial statements.

BOROUGH OF EAST NEWARK
WATER UTILITY

STATEMENT OF REVENUE - REGULATORY BASIS

D-2

	<u>Ref.</u>	<u>Budget</u>	<u>Realized</u>	<u>Excess</u>
Fund Balance Utilized	D-1	\$ 35,000.00	\$ 35,000.00	\$
Water Rents	D-1,5	160,000.00	212,705.48	52,705.48
Miscellaneous Revenue	D-1,Below	<u>5,000.00</u>	<u>8,868.11</u>	<u>3,868.11</u>
	D-3	<u>\$200,000.00</u>	<u>\$256,573.59</u>	<u>\$56,573.59</u>
 <u>Analysis of Miscellaneous Revenue</u>				
Interest Earned			\$ 1,014.30	
Interest on Delinquencies			<u>7,853.81</u>	
	D-4,Above		<u>\$ 8,868.11</u>	

See accompanying notes to financial statements.

BOROUGH OF EAST NEWARK
WATER UTILITY

STATEMENT OF EXPENDITURES - REGULATORY BASIS

D-3

<u>Appropriations</u>	<u>Original Budget</u>	<u>Modified Budget</u>	<u>Paid or Charged</u>	<u>Reserved</u>
<u>Operating</u>				
Salaries and Wages	\$ 13,000.00	\$ 2,800.00	\$	\$ 2,800.00
Other Expenses	159,500.00	169,700.00	102,222.40	67,477.60
	<u>172,500.00</u>	<u>172,500.00</u>	<u>102,222.40</u>	<u>70,277.60</u>
 <u>Capital Improvements</u>				
Capital Outlay	<u>24,700.00</u>	<u>24,700.00</u>		<u>24,700.00</u>
 <u>Statutory Expenditures</u>				
Contribution to:				
Social Security System (OASI)	1,400.00	1,400.00		1,400.00
Unemployment Compensation Insurance	<u>1,400.00</u>	<u>1,400.00</u>		<u>1,400.00</u>
	<u>2,800.00</u>	<u>2,800.00</u>		<u>2,800.00</u>
	<u>\$200,000.00</u>	<u>\$200,000.00</u>	<u>\$102,222.40</u>	<u>\$97,777.60</u>
<u>Reference</u>	<u>D-1,2</u>		<u>D-4</u>	<u>D</u>

See accompanying notes to financial statements.

NOTES TO FINANCIAL STATEMENTS

BOROUGH OF EAST NEWARK

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

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Borough of East Newark is organized as a Small Municipality Plan municipality under the provisions of N.J.S. 40:69A-115 et seq. The Borough is "governed by an elected Council and a Mayor, and by such other officers and employees as may be duly appointed. The Council shall consist of six members elected at large by voters of the municipality and shall serve for a term of three years beginning on the first day of January next following their election and that the Mayor shall be elected directly by the voters of the municipality for a term of 4 years beginning on the first day of January next following their election".

Each member of the Council carries a legislative vote.

Governmental Accounting Standards Board (GASB) Statement No. 14 establishes certain standards for defining and reporting on the financial reporting entity. In accordance with these standards the reporting entity should include the primary government and those component units which are fiscally accountable to the primary government. The financial statements of the Borough of East Newark include every board, body, officer or commission supported and maintained wholly or in part by funds appropriated by the Borough, as required by the provisions of N.J.S. 40A:5-5.

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

Description of Funds

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

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

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

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

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

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

Description of Funds (Continued)

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

Utility Fund - The Water Utility is treated as a separate entity. It maintains its own Operating and Capital Funds which reflect revenue, expenditures, stewardship, acquisitions of utility infrastructure and other capital facilities, debt service, long-term debt and other related activity.

Public Assistance Trust Fund - Receipts and disbursements of funds that provide assistance to certain residents of the Borough of East Newark pursuant to the provisions of Title 44 of the New Jersey statutes are maintained in the Public Assistance Trust Fund. As of March 1999, the administration of the Borough of East Newark transferred the Public Assistance Department to the County of Hudson in accordance with provisions of P.L. 1977, C. 3.7.

Capital Fixed Assets - These accounts reflect estimated valuations of land, buildings and certain movable capital fixed assets of the Borough as discussed under the caption of "Basis of Accounting". There is no current financial data for these accounts.

Basis of Accounting

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

Property Taxes and Other Revenue

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

Grant Revenue

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

Expenditures

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

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

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

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

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

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

Basis of Accounting (Continued)

Expenditures (Continued)

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

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

Encumbrances

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

Appropriation Reserves

Appropriation reserves are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding year. Lapsed appropriation reserves are recorded as additions to income. Appropriation reserves do not exist under GAAP.

Compensated Absences

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

Unpaid Insurance Claims

Unpaid claims are not recorded in the financial statements until paid. GAAP requires the recording of a liability for unpaid insurance claims when incurred.

Property Acquired for Taxes

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

Interfunds Receivable

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

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

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

Basis of Accounting (Continued)

Inventories of Supplies

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

An annual inventory of materials and supplies for the Water Utility is required, by regulation, to be prepared by Borough personnel for inclusion on the Water Utility Operating Fund balance sheet. Annual changes in valuations, offset with a Reserve Account, are not considered as affecting results of operations. All repairs, water connections and maintenance services of the Water Utility are contracted and an inventory is not maintained. There is no inventory on hand. Materials and supplies of other funds are not inventoried nor included on their respective balance sheets.

Capital Fixed Assets

General:

In accordance with Technical Accounting Directive No. 85-2, Accounting for Governmental Fixed Assets, as promulgated by the Division of Local Government Services, which differs in certain respects from GAAP, the Borough of East Newark has developed a capital fixed asset accounting and reporting system. An inventory of capital fixed assets was prepared in 1992 and has not been maintained or updated by Borough officials.

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

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

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

Vehicles, furniture, equipment and other items are reflected at replacement values at time of inventory preparation. Additions to the established capital fixed assets are valued at cost. No updated costs or valuation basis was available as of December 31, 2018.

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

Utilities:

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

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

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

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

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

Basis of Accounting (Continued)

Capital Fixed Assets (Continued)

Utilities: (Continued)

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

C. **Basic Financial Statements**

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

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

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

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

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

In August 2018, the Governmental Accounting Standards Board issued GASB Statement No. 90, "Majority Equity Interest - An Amendment of GASB Statements No. 14 and No. 61". The primary objective of this Statement is to improve the consistency and comparability of reporting a government's majority equity interest in a legally separate organization and to improve the relevance of financial statement information for certain component units and is effective for reporting periods beginning after December 15, 2018. The Borough is currently reviewing what effect, if any, this Statement might have on future financial statements.

2. CASH, CASH EQUIVALENTS AND INVESTMENTS

A. Cash and Cash Equivalents

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

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

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

The Borough considers petty cash, change funds, cash in banks and passbooks as cash and cash equivalents.

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

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

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

All collateral must be deposited with the Federal Reserve Bank, The Federal Home Loan Bank Board or a banking institution that is a member of the Federal Reserve System and has capital funds of not less than \$25,000,000.00.

Cash equivalents include money market funds, mutual funds, cash management funds and certificates of deposit with maturity dates of less than three months. Investments include certificates of deposit with maturity dates of more than three months. Cash equivalents and investments are stated at cost, which approximates market. Cash equivalents and investments were held by the Borough's Trustee in the Borough's name.

Custodial Credit Risk - This is the risk that in the event of a bank failure of the counterparty (e.g., broker-dealer) to a transaction, the Borough will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The Borough does not have a policy for custodial credit risk. Federal depository insurance and New Jersey's Governmental Unit Deposit Protection Act mitigate this risk.

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

Concentrations - The Borough's policy is to maintain a diversified portfolio to minimize the risk of loss resulting from over concentration of assets.

2. CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)

A. Cash and Cash Equivalents (Continued)

As of December 31, 2018 and 2017, the Borough's cash, cash equivalents and investments consisted of:

	<u>2018</u>	<u>2017</u>
Valley National Bank - Checking Accounts	\$ 2,748,281.28	\$ 1,857,165.62
PNC Bank - Checking Accounts	194,421.60	645,926.39
NYCB - Certificate of Deposit	297,715.21	296,079.17
New Jersey State Cash Management Fund	<u>197,442.92</u>	<u>193,880.64</u>
Total Cash, Cash Equivalents and Investments	<u>\$ 3,437,861.01</u>	<u>\$ 2,993,051.82</u>

The carrying amount of the Borough's cash, cash equivalents and investments at December 31, 2018 was \$3,437,861.01. Of the bank balance, \$891,864.52 was covered by Federal Depository Insurance and \$2,545,996.49 was covered by the Governmental Unit Deposit Protection Act (GUDPA), N.J.S.A. 17:9-41, et seq., for all New Jersey Governmental Units' deposits in excess of the Federal deposit maximums.

During the year the Borough had none of its idle funds invested in repurchase agreements collateralized by eligible securities. At the close of 2018 and 2017, no such investments were held by the Borough.

As of December 31, 2018 and 2017, the Borough had no investments.

B. Investments

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

- . Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America. This includes instruments such as Treasury bills, notes and bonds.
- . Government money market mutual funds.
- . Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
- . Bonds or other obligations of the local unit or school districts of which the local unit is a part.
- . Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments.
- . Local government investment pools, such as New Jersey CLASS, and the New Jersey Arbitrage Rebate Management Program.
- . New Jersey State Cash Management Fund.
- . Repurchase agreements of fully collateralized securities, subject to special conditions.

In addition, a variety of State laws permit local governments to invest in a wide range of obligations issued by State governments and its agencies.

C. Risk Category

As of December 31, 2018, the Borough had funds invested and on deposit in checking accounts. The amount of the Borough's cash and cash equivalents as of December 31, 2018 was \$3,437,861.01. These funds constitute "deposits with financial institutions" as defined by GASB Statement No. 40. There were no securities that the Borough held that could be categorized as investments.

3. TAXES AND TAX TITLE LIENS RECEIVABLE

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

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

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

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

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

Comparative Schedule of Tax Rates

	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>
Tax Rate	<u>\$2.557</u>	<u>\$2.534</u>	<u>\$9.229</u>	<u>\$9.064</u>	<u>\$9.114</u>
Apportionment of Tax Rate:					
Municipal	\$1.155	\$1.144	\$4.170	\$4.043	\$4.061
*County	0.479	0.468	1.684	1.715	1.919
School	0.923	0.922	3.375	3.306	3.134

*Includes Open Space.

**Revaluation Year

Assessed Valuations

<u>Year</u>	<u>Amount</u>
2018	\$ 158,338,365.00
2017	156,898,601.00 *
2016	42,067,249.00
2015	42,102,361.00
2014	41,967,694.00

*Revaluation

3. TAXES AND TAX TITLE LIENS RECEIVABLE (Continued)

Comparison of Tax Levies and Collections

<u>Year</u>	<u>Tax Levy</u>	<u>Collections</u>	Percentage of <u>Collections</u>
2018	\$ 4,085,167.39	\$ 3,929,917.38	96.19 %
2017	3,988,146.71	3,814,678.31	95.65
2016	3,879,494.10 *	3,726,071.38	96.04
2015	3,824,662.45	3,632,395.92	94.97
2014	3,824,935.63	3,597,522.00	94.05

*Net of Tax Appeals.

Delinquent Taxes

<u>Year</u>	<u>Amount of Delinquent Taxes</u>	Percentage of <u>Tax Levy</u>
2018	\$ 150,344.68	3.68 %
2017	155,990.17	3.91
2016	153,902.19	3.97
2015	131,592.11	3.44
2014	227,413.63	5.95

4. PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION

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

<u>Year</u>	<u>Amount</u>
2018	\$ 312,100.00
2017	312,100.00
2016	312,100.00
2015	312,100.00
2014	312,100.00

5. WATER CONSUMER ACCOUNTS RECEIVABLE

The Borough of East Newark maintains a utility fund for the billing and collection of water rents.

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

<u>Year</u>	<u>Billing</u>	<u>Collection*</u>
2018	\$ 214,712.97	\$ 212,705.48
2017	156,489.43	169,256.66
2016	181,525.74	186,325.74
2015	189,620.13	193,562.15
2014	177,086.48	181,288.33

*Collections of prior year balances are included.

6. FUND BALANCES APPROPRIATED

	<u>Year</u>	<u>Balance December 31,</u>	<u>Budgets of Succeeding Year</u>
Current Fund:	2018	\$ 831,754.48	\$ 490,000.00
	2017	741,573.01	480,000.00
	2016	456,286.40	400,000.00
	2015	543,704.90	395,000.00
	2014	521,484.11	325,000.00
Water Utility Operating Fund:	2018	240,678.95	50,000.00
	2017	210,230.15	35,000.00
	2016	209,788.05	35,000.00
	2015	206,942.46	16,300.00
	2014	200,328.15	18,000.00

7. PENSION PLANS

Description of Systems

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

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

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

	<u>PERS</u>		
	<u>2018</u>	<u>2017</u>	<u>2016</u>
Covered Employee Payroll	\$ 229,503	\$ 272,413	\$ 241,786
Total Payroll	1,138,061	1,150,808	1,106,025
Actuarial Contribution			
Requirements	36,658	28,719	28,519
Total Contributions	53,679	49,568	46,872
Employer Share	36,658	28,719	28,519
% of Covered Payroll	15.97%	10.54%	11.80%
Employee's Share	17,021	20,849	18,353
% of Covered Payroll	7.42%	7.65%	7.59%

7. PENSION PLANS (Continued)

Description of Systems (Continued)

	PFRS		
	<u>2018</u>	<u>2017</u>	<u>2016</u>
Covered Employee Payroll	\$ 606,139	\$ 593,681	\$ 560,499
Total Payroll	1,138,061	1,150,808	1,106,025
Actuarial Contribution Requirements	169,798	154,489	111,382
Total Contributions	230,412	213,857	167,900
Employer Share	169,798	154,489	111,382
% of Covered Payroll	28.01%	26.02%	19.87%
Employee's Share	60,614	59,368	56,518
% of Covered Payroll	10.00%	10.00%	10.08%

Assumptions

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

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

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

7. PENSION PLANS (Continued)

Assumptions (Continued)

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

Public Employees' Retirement System:

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

Significant Legislation

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

- New members of PERS hired on or after June 28, 2011 (Tier 5 members), will need 30 years of creditable service and age 65 for receipt of the early retirement benefit without a reduction of $\frac{1}{4}$ to 1 percent of each month that the member is under age 65.
- The eligibility age to qualify for a service retirement in the PERS is increased from age 62 to 65 for Tier 5 members.
- Active member contribution rates will increase. PERS active member rates increase from 5.5 percent of annual compensation to 6.5 percent plus an additional 1 percent phased-in over 7 years. For Fiscal Year 2013, the member contribution rates increased in July 2013. The phase-in of the additional incremental member contributions for PERS members will take place in July of each subsequent fiscal year.
- The payment of automatic cost-of-living adjustment (COLA) additional increases to current and future retirees and beneficiaries is suspended until reactivated as permitted by this law.

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

7. **PENSION PLANS (Continued)**

Public Employees' Retirement System (Continued)

Significant Legislation (Continued)

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

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

	At 1% Decrease <u>(4.66%)</u>	At Current Discount Rate <u>(5.66%)</u>	At 1% Increase <u>(6.66%)</u>
2018	<u>\$ 912,409</u>	<u>\$ 725,640</u>	<u>\$ 568,953</u>
	At 1% Decrease <u>(4.00%)</u>	At Current Discount Rate <u>(5.00%)</u>	At 1% Increase <u>(6.00%)</u>
2017	<u>\$ 895,257</u>	<u>\$ 721,651</u>	<u>\$ 577,016</u>

Police and Firemen's Retirement System:

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

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

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

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

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

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

7. PENSION PLANS (Continued)

Significant Legislation (Continued)

Police and Firemen's Retirement System: (Continued)

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

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

	At 1% Decrease <u>(5.51%)</u>	At Current Discount Rate <u>(6.51%)</u>	At 1% Increase <u>(7.51%)</u>
2018	<u>\$ 3,253,445</u>	<u>\$ 2,350,180</u>	<u>\$ 1,605,151</u>
	At 1% Decrease <u>(5.14%)</u>	At Current Discount Rate <u>(6.14%)</u>	At 1% Increase <u>(7.14%)</u>
2017	<u>\$ 3,646,578</u>	<u>\$ 2,694,872</u>	<u>\$ 1,912,938</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 that legally obligated the State if certain circumstances occurred. The legislation, which legally obligates the State, is as follows: Chapter 8, P.L. 2000, Chapter 318, P.L. 2001, Chapter 86, P.L. 2001, Chapter 511, P.L. 1991, Chapter 109, P.L. 1979, Chapter 247, P.L. 1993 and Chapter 201, P.L. 2001. The amounts contributed on behalf of the local participating employers under this legislation is considered to be a special funding situation as defined by GASB Statement No. 68 and the State is treated as a nonemployer contributing entity. Since the local participating employers do not contribute under this legislation directly to the plan (except for employer specific financed amounts), there is no net pension liability or deferred outflows or inflows to report in the financial statements of the local participating employers related to this legislation. Below is the portion of the nonemployer contributing entities' total proportionate share of the collective net pension liability that is associated with the local participating employer.

	<u>2018</u>	<u>2017</u>
Employer Net Pension Liability	\$ 2,350,180.00	\$ 2,694,872.00
Nonemployer Proportionate Share of the Net Pension Liability	<u>319,233.00</u>	<u>301,848.00</u>
	<u>\$ 2,669,413.00</u>	<u>\$ 2,996,720.00</u>

7. *PENSION PLANS (Continued)*

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

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

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

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

	<u>PERS</u>	<u>PFRS</u>
Net Pension Liabilities	\$ 725,640	\$ 2,350,180
Deferred Outflow of Resources	244,407	684,895
Deferred Inflow of Resources	293,493	843,953
Pension Expense	10,366	68,405
Contributions Made After Measurement Date	36,658	169,798

GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*, requires participating employers in PERS to recognize their proportionate share of the collective net pension liability, collected deferred outflows of resources, collective deferred inflows of resources and collective pension expense excluding that attributable to employer-paid member contributions. The employer allocation percentages presented in the PERS schedule of employer allocations and applied to amounts presented in the PERS schedule of pension amounts by employer are based on the ratio of the contributions as an individual employer to total contributions to the PERS and PFRS during the years ended June 30, 2018 and 2017. The Borough's proportionate share of the collective net pension liability as of June 30, 2018 and 2017 was 0.0036854178% and 0.0031000875% for PERS and 0.0173680216% and 0.0179560201% for PFRS, respectively.

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

At June 30, 2018, the amount determined as the Borough's proportionate share of the PERS net pension liability was \$725,640. For the year ended June 30, 2018, the Borough would have recognized PERS pension expense of \$10,366. At June 30, 2018, deferred outflows of resources and deferred inflows of resources related to the PERS pension are as follows:

7. PENSION PLANS (Continued)

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

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference Between Expected and Actual Experience	\$ 13,838	\$ 3,742
Change of Assumptions	119,574	232,021
Net Difference Between Projected and Actual Investment Earnings		6,807
Net Changes in Proportion	110,995	50,923
Total Contributions and Proportionate Share of Contributions After the Measurement Date	<u>36,658</u>	
	<u>\$ 281,065</u>	<u>\$ 293,493</u>

At June 30, 2018, the amount determined as the Borough's proportionate share of the PFRS net pension liability was \$2,350,180. For the year ended June 30, 2018, the Borough would have recognized PFRS pension expense of \$68,405. At June 30, 2018, deferred outflows of resources and deferred inflows of resources related to the PFRS pension are as follows:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Difference Between Expected and Actual Experience	\$ 23,910	\$ 9,726
Change of Assumptions	201,731	602,310
Net Difference Between Projected and Actual Investment Earnings		12,858
Net Change in Proportions	459,254	219,059
Total Contributions and Proportionate Share of Contributions After the Measurement Date	<u>169,798</u>	
	<u>\$ 854,693</u>	<u>\$ 843,953</u>

Long-Term Expected Rate of Return

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

7. PENSION PLANS (Continued)

Long-Term Expected Rate of Return (Continued)

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

Contributions Required and Made

Contributions made by employees for PERS was 7.34% from January 1 to June 30, 2018 and 7.50% from July 1 to December 31, 2018. PFRS is 10.0% of their base wages. Employer contributions are actuarially determined on an annual basis by the Division of Pensions. Contributions to the plan for the past three (3) years are as follows:

<u>Year</u>	<u>PERS</u>		<u>PFRS</u>	
	<u>Borough</u>	<u>Employees</u>	<u>Borough</u>	<u>Employees</u>
2018	\$ 29,907.00	\$ 21,519.24	\$ 161,387.00	\$ 95,592.03
2017	29,778.43	20,502.69	121,589.51	97,977.22
2016	31,783.00	20,952.77	137,937.00	114,849.66

In 2009 the Borough deferred half of the required amount in accordance with State permission. This deferral will be paid back starting in 2012 and paid over 15 years at 8.50% interest.

8. OTHER POSTEMPLOYMENT BENEFITS (OPEB)

In addition to the pension described in Note 7, the Borough provides postemployment health care benefits as part of the State Health Benefits Local Government Retired Employees Plan.

General Information about the OPEB Plan

The State Health Benefit Local Government Retired Employees Plan (the Plan) is a cost-sharing multiple-employer defined benefit other postemployment benefit (OPEB) plan with a special funding situation. It covers employees of local government employers that have adopted a resolution to participate in the Plan. The plan meets the definition of an equivalent arrangement as defined in paragraph 4 of GASB Statement No. 75, *Accounting and Financial Reporting for the Postemployment Benefits Other Than Pensions* (GASB Statement No. 75; therefore, assets are accumulated to pay associated benefits. For additional information about the Plan, please refer to the State of New Jersey (the State, Division of Pensions and Benefits (the Division) Comprehensive Annual Financial Report (CAFR), which can be found at <https://www.state.nj.us/treasury/pensions/financial-reports.shtml>.

8. OTHER POSTEMPLOYMENT BENEFITS (OPEB) (Continued)

The Plan provides medical and prescription drug to retirees and their covered dependents of the employers. Under the provisions of Chapter 88, P.L. 1974 and Chapter 48, P.L. 1999, local government employers electing to provide postretirement medical coverage to their employees must file a resolution with the Division. Under Chapter 88, local employers elect to provide benefit coverage based on the eligibility rules and regulations promulgated by the State Health Benefits Commission. Chapter 48 allows local employers to establish their own age and service eligibility for employer paid health benefits coverage for retired employees. Under Chapter 48, the employer may assume the cost of postretirement medical coverage for employees and their dependents who: 1) retired on a disability pension; or 2) retired with 25 or more years of service credit in a State or locally administered retirement system and a period of service of up to 25 years with the employer at the time of retirement as established by the employer; or 3) retired and reached the age of 65 with 25 or more years of service credit in a State or locally administered retirement system and a period of service of up to 25 years with the employer at the time of retirement as established by the employer; or 4) retired and reached age 62 with at least 15 years of service with the employer. Further, the law provides that the employer paid obligations for retiree coverage may be determined by means of a collective negotiations agreement.

Pursuant to Chapter 78, P.L. 2011, future retirees eligible for postretirement medical coverage who have less than 20 years of creditable service on June 28, 2011 will be required to pay a percentage of the cost of their health care coverage in retirement providing they retire with 25 or more years of pension service credit. The percentage of the premium for which the retiree will be responsible will be determined based on the retiree's annual retirement benefit and level of coverage. The Borough does not offer health care benefits under the State Health Benefit Local Government Retired Employees Plan.

Special Funding Situation

Under Chapter 330, P.L. 1997, the State shall pay the premium or periodic charges for the qualified local police and firefighter retirees and dependents equal to 80 percent of the premium or periodic charge for the category of coverage elected by the qualified retiree under the State managed care plan or a health maintenance organization participating in the program providing the lowest premium or periodic charge. The State also provides funding for retiree health benefits to survivors of local police officers and firefighters who die in the line of duty under Chapter 271, P.L. 1989.

Therefore, these employers are considered to be in a special funding situation as defined by GASB Statement No. 75 and the State is treated as a nonemployer contributing entity. Since the local participating employers do not contribute under this legislation directly to the plan, there is no net OPEB liability, deferred outflows of resources or deferred inflows of resources to report in the financial statements of the local participating employers related to this legislation.

The Borough as of June 30, 2018 had ten (10) members under the Special Funding Situation. The State proportionate share of the net OPEB liability attributed to the Borough is \$2,186,714.

9. DEFINED CONTRIBUTION RETIREMENT PROGRAM

Description of System

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

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

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

9. **DEFINED CONTRIBUTION RETIREMENT PROGRAM (Continued)**

Description of System (Continued)

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

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

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

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

Contributions Required and Made

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

During the year 2018, there were no officials or employees enrolled in the DCRP.

10. **MUNICIPAL DEBT**

The Local Bond Law governs the issuance of bonds and notes to finance general capital expenditures. All bonds are retired in serial installments within the statutory period of usefulness. Bonds issued by the Borough are general obligation bonds, backed by the full faith and credit of the Borough. Pursuant to N.J.S.A. 40A:2-8.1, bond anticipation notes, which are issued to temporarily finance capital projects, cannot be renewed past the third anniversary unless an amount equal to at least the first legal requirement is paid prior to each anniversary and must be paid off within ten years and five months or retired by the issuance of bonds.

10. MUNICIPAL DEBT (Continued)

Summary of Municipal Debt (Excluding Operating and School Debt)

	<u>Year 2018</u>	<u>Year 2017</u>	<u>Year 2016</u>
<u>Issued</u>			
General:			
Bonds and Notes	\$ 637,447.00	\$ 734,974.00	\$ 344,501.00
Green Acres Loan Payable			10,823.33
N.J. Environmental Infrastructure Loan Payable	224,531.30	255,107.79	285,369.88
 <u>Authorized but Not Issued</u>			
General:			
Bonds and Notes	<u>1,375,887.80</u>	<u>881,037.80</u>	<u>1,381,037.80</u>
 Net Bonds and Notes Issued and Authorized but Not Issued			
	<u>\$ 2,237,866.10</u>	<u>\$ 1,871,119.59</u>	<u>\$ 2,021,732.01</u>

Summary of Statutory Debt Condition - Annual Debt Statement

The summarized statement of debt condition which follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicates a statutory net debt of 1.402%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
General Debt	<u>\$ 2,237,866.10</u>	<u>\$ -</u>	<u>\$ 2,237,866.10</u>
Average Equalized Valuation Basis of Real Property (N.J.S. 40A:22)			<u>\$ 159,632,822.00</u>

Net debt divided by Average Equalized Valuation Basis of Real Property equals 1.402%.

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

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

3 1/2% of Equalized Valuation Basis	\$ 5,587,148.77
Net Debt	<u>2,237,866.10</u>
Remaining Borrowing Power (Exceeds Maximum)	<u>\$ 3,349,282.67</u>

School Debt Deductions

School debt is deductible up to the extent of 3.0% of the Average Equalized Assessed Valuations of real property for the Local School District.

10. MUNICIPAL DEBT (Continued)

New Jersey Environmental Infrastructure Loan

The Borough entered into two loans with the State of New Jersey for improvements to the Borough. The sum of \$144,890.00 was borrowed under the Trust Program at low interest rates and the sum of \$434,672.00 Fund Loan which calls for principal only payments. The following is a schedule of future payments:

Year	Fund Loan	Trust Loan		Total	
	Principal	Principal	Interest	Principal	Interest
2019	\$ 22,593.81	\$ 8,317.16	\$ 2,907.44	\$ 30,910.97	\$ 2,907.44
2020	22,593.81	8,672.30	2,552.30	31,266.11	2,552.30
2021	22,593.82	9,046.94	2,177.66	31,640.76	2,177.66
2022	22,593.81	9,442.29	1,782.30	32,036.10	1,782.30
2023	22,593.81	9,856.81	1,367.78	32,450.62	1,367.78
2024	22,593.81	10,291.50	933.10	32,885.31	933.10
2025	22,594.01	10,747.42	477.18	33,341.43	477.18
	<u>\$ 158,156.88</u>	<u>\$ 66,374.42</u>	<u>\$ 12,197.76</u>	<u>\$ 224,531.30</u>	<u>\$ 12,197.76</u>

Bond Anticipation Notes

Outstanding Bond Anticipation Notes are summarized as follows:

Notes	Interest Rate	Amount
General Capital	2.59%	<u>\$ 637,447.00</u>

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

Note Issued	Installments Due	Required as of May 1
2008	2011 - 2018	2019
2017	2020 - 2027	2028

Bonds and Notes Authorized but Not Issued

There were Bonds and Notes Authorized but Not Issued in the following amount:

	Balance Dec. 31, 2018	Balance Dec. 31, 2017
General Capital Fund:		
General Improvements	<u>\$ 1,375,887.80</u>	<u>\$ 881,037.80</u>

11. INTERFUND RECEIVABLES AND PAYABLES

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

	<u>Due from Other Funds</u>	<u>Due to Other Funds</u>
Current Fund	\$	\$ 490,488.59
Animal Control Fund	22.20	
General Trust Fund	87,128.32	40,301.10
General Capital Fund	443,639.17	
Water Operating Fund		60,000.00
Water Capital Fund	<u>60,000.00</u>	
	<u>\$ 590,789.69</u>	<u>\$ 590,789.69</u>

12. DEFERRED CHARGES TO BE RAISED IN SUCCEEDING YEARS' BUDGETS

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2018, there were the following deferred charges on the balance sheet of the Current Fund:

Special Emergency Authorizations:

	<u>Balance Dec. 31, 2018</u>	<u>Raised in 2019 Budget</u>	<u>To be Raised in Subsequent Budgets</u>
Property Revaluation Program	\$ 18,600.00	\$ 6,200.00	\$ 12,400.00
Preparation of Tax Map	<u>11,400.00</u>	<u>3,800.00</u>	<u>7,600.00</u>
	<u>\$ 30,000.00</u>	<u>\$ 10,000.00</u>	<u>\$ 20,000.00</u>

13. DEFERRED COMPENSATION PLAN

The Borough of East Newark does not offer its employees a Deferred Compensation Plan created in accordance with the provisions of N.J.S. 43:15B-1 et seq., and the Internal Revenue Code, Section 457.

14. RISK MANAGEMENT

The Borough has contracted with a private insurance carrier related to risks for losses related to Auto, General Liability, Workmen's Compensation, Property Damage and Public Officials Liability. The coverage is subject to certain policy limits and deductible amounts. The coverage is designed to minimize the impact of any potential losses to the Borough for matters which may have been caused or related to the Borough or its employees.

15. CONTINGENT LIABILITIES

A. Compensated Absences

The Borough of East Newark has an Accrued Sick Policy Plan whereby eligible employees, upon retirement, will receive one-half of accumulated sick time not to exceed fifty days. The Borough's policy as it relates to the Police Department calls for the payment of all unused vacation days.

15. CONTINGENT LIABILITIES (Continued)

A. Compensated Absences (Continued)

At December 31st, based upon each year's pay rates for the past five years, Borough officials have estimated the dollar value in unused sick days and compensatory time accumulated. Subject to the limitations described above, these amounts could be due and payable to Borough employees upon separation:

<u>Year</u>	<u>Amount</u>	<u>Number of Employees</u>
2018	\$ 198,663.00	12
2017	208,330.75	11
2016	207,803.54	10
2015	250,963.42	10
2014	129,810.46	8

The above amounts represent contingent liabilities and are not reflected on the financial statements. The figures for all years have been calculated by management and are unaudited.

B. Tax Appeals

There are two (2) tax appeals for the year 2018 that are currently being defended.

Judgments favorable to the taxpayers generally extend to two years following the year judged and would also subject the Borough to a liability for statutory interest based upon the amount of taxes refunded from the date of payment to the date of refund (R.S. 54:3-27.2). As of December 31, 2018, the Borough has established a Reserve for Tax Appeals in the amount of \$424,680.56.

C. Federal and State Awards

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

D. Arbitrage Rebate Calculation

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

E. Payments in Lieu of Taxes (PILOT)

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

15. CONTINGENT LIABILITIES (Continued)

F. Litigation

The Borough Attorney's letter indicated that there is no litigation pending that could have a material financial impact on the Borough.

There are two (2) tax appeals for the year 2018 which are currently pending.

16. SECONDARY MARKET DISCLOSURE

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

17. SUBSEQUENT EVENT

The Borough of East Newark has evaluated subsequent events that occurred after the balance sheet date, but before July 30, 2019. No items were determined to require disclosure.

BOROUGH OF EAST NEWARK
CURRENT FUND

CASH - COLLECTOR AND TREASURER

A-4

	<u>Ref.</u>	<u>Regular Fund</u>		<u>Grant Fund</u>
Balance December 31, 2017	A	\$ 2,209,467.72		\$ 185,744.28
Increased by Receipts:				
Nonbudget Revenue	A-2b	\$ 44,840.46	\$	
Taxes Receivable	A-6	4,061,402.54		
Revenue Accounts Receivable	A-10	1,292,253.80		
Grants Receivable	A-12		320,941.02	
Due from State of New Jersey:				
Senior Citizens' and Veterans'				
Deductions	A-14	3,000.00		
Interfunds Collected	A-15	6,997.87		
Due to State of New Jersey	A-17	954.00		
Tax Overpayments	A-21	33,717.27		
Emergency Note Payable	A-24	30,000.00		
Unappropriated Grants	A-26		4,000.00	
		5,473,165.94		324,941.02
		7,682,633.66		510,685.30
Decreased by Disbursements:				
Budget Appropriated	A-3	2,809,985.31		
Appropriation Reserves	A-13	115,431.71		
Interfunds Payable	A-15	46,656.97		
Due to State of New Jersey -				
Fees	A-17	1,321.51		
County Taxes Payable	A-19	759,353.37		
School Tax Payable	A-20	1,440,452.98		
Emergency Note Payable	A-24	40,000.00		
Federal and State Grant				
Expenditures	A-25		79,661.53	
		5,213,201.85		79,661.53
Balance December 31, 2018	A	\$ 2,469,431.81		\$ 431,023.77

BOROUGH OF EAST NEWARK
CURRENT FUND

CASH - CHANGE FUND

A-5

	<u>Ref.</u>	
Balance December 31, 2017	A	<u>\$ 50.00</u>
Balance December 31, 2018	A	<u>\$ 50.00</u>

BOROUGH OF EAST NEWARK
CURRENT FUND

PROPERTY ACQUIRED FOR TAXES
AT ASSESSED VALUATIONS

A-7

	<u>Ref.</u>	
Balance December 31, 2017	A	<u>\$ 312,100.00</u>
Balance December 31, 2018	A	<u><u>\$ 312,100.00</u></u>

SEWER SERVICE CHARGE RECEIVABLE

A-8

	<u>Ref.</u>	
Balance December 31, 2017	A	\$ 17,406.36
Increased by:		
Billings (Net)	Reserve	<u>221,876.63</u>
		239,282.99
Decreased by:		
Collections	Reserve	<u>219,869.13</u>
Balance December 31, 2018	A	<u><u>\$ 19,413.86</u></u>

BOROUGH OF EAST NEWARK
CURRENT FUND

HEALTH LIEN

A-9

	<u>Ref.</u>	
Increased by:		
Lien Established	Reserve	<u>\$ 241.34</u>
Balance December 31, 2018	A	<u>\$ 241.34</u>
<u>Analysis of Balance</u>		
Block 4, Lot 7.02		<u>\$ 241.34</u>

BOROUGH OF EAST NEWARK
CURRENT FUND

REVENUE ACCOUNTS RECEIVABLE

A-10

	<u>Ref.</u>	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Accrued</u> <u>2018</u>	<u>Realized</u> <u>2018</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Clerk:					
Alcoholic Beverage License	A-2	\$	4,500.00	\$ 4,500.00	\$
Other Licenses	A-2		6,502.00	6,502.00	
Other Fees and Permits	A-2		87,147.33	87,147.33	
Construction Code Official:					
Building Permits	A-2		22,464.00	22,464.00	
Interest on Investments	A-2		24,283.30	24,283.30	
Municipal Court:					
Fines and Costs	A-2	18,357.00	200,959.91	204,426.25	14,890.66
East Newark Board of Education					
Shared Cost	A-2		53,750.00	53,750.00	
Collector:					
Interest and Costs on Taxes	A-2		32,004.06	32,004.06	
State of New Jersey:					
Energy Receipt Tax	A-2		412,790.00	412,790.00	
Consolidated Municipal Property					
Tax Relief Act	A-2		176,218.00	176,218.00	
Marriage License Fees	A-2		29,860.00	29,860.00	
Sewer Rents	A-2		219,869.13	219,869.13	
Verizon FIOS	A-2		11,266.11	11,266.11	
Comcast Cablevision - Franchise Tax	A-2		7,173.62	7,173.62	
		<u>\$ 18,357.00</u>	<u>\$ 1,288,787.46</u>	<u>\$ 1,292,253.80</u>	<u>\$ 14,890.66</u>
<u>Reference</u>		<u>A</u>	<u>Reserve</u>	<u>A-4</u>	<u>A</u>

BOROUGH OF EAST NEWARK
CURRENT FUND

SPECIAL EMERGENCY AUTHORIZATIONS

A-11

	<u>Ref.</u>	
Balance December 31, 2017	A	\$ 40,000.00
Decreased by:		
Raised in 2018 Budget	A-3	<u>10,000.00</u>
Balance December 31, 2018	A,Below	<u>\$ 30,000.00</u>
 <u>Analysis of Balance</u>		
Property Revaluation Program		\$ 18,600.00
Preparation of Tax Map		<u>11,400.00</u>
	Above	<u>\$ 30,000.00</u>

BOROUGH OF EAST NEWARK
GRANT FUND

GRANTS RECEIVABLE

A-12

<u>Grant</u>	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Realized as</u> <u>Anticipated</u> <u>Revenue</u>	<u>Decreased</u> <u>By</u>	<u>Cancelled</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Clean Communities	\$	\$ 4,000.00	\$ 4,000.00	\$	\$
FEMA Hazard Mitigation	127,752.00		89,002.26		38,749.74
Hudson County Area Agency/ Aging and Disability Resource Connection	3,036.61		3,036.61		
Hudson County Office on Aging		40,524.54	40,524.54		
Hudson County Peer Grouping		18,008.00	18,008.00		
Hudson County Peer Grouping		20,000.00	16,936.25		
Drunk Driving Enforcement Fund		64.34	64.34		
Recycling Tonnage Grant		11,799.82	11,799.82		
Hudson County Disability Resource		54,098.00	54,098.00		
Hudson County CDBG - Senior Citizens' Activities	11,172.01		11,172.01		
Transportation Trust Fund:					
Grant Avenue	2,208.43			2,208.43	
Second Street	272.60			272.60	
2000 Award	88,000.00		16,067.78		71,932.22
2014 Award	34,741.45		34,741.45		
2015 Award	95,886.66		95,886.66		
	<u>\$ 363,069.76</u>	<u>\$ 148,494.70</u>	<u>\$ 395,337.72</u>	<u>\$ 2,481.03</u>	<u>\$ 113,745.71</u>
<u>Reference</u>	<u>A</u>	<u>A-2</u>	<u>Below</u>	<u>A-25</u>	<u>A</u>

	<u>Ref.</u>	
Cash Receipt	A-4	\$ 320,941.02
Unappropriated Grants Applied	A-26	<u>74,396.70</u>
	Above	<u>\$ 395,337.72</u>

BOROUGH OF EAST NEWARK
CURRENT FUND

APPROPRIATION RESERVES

A-13
Sheet #1

	Balance Dec. 31, 2017		Balance After Transfers	Expended	Balance Lapsed
	Reserved				
	<u>Encumbered</u>	<u>Unencumbered</u>			
<u>Salaries and Wages</u>					
Mayor and Council	\$	\$ 0.48	0.48	\$	\$ 0.48
Borough Clerk		4,963.30	4,963.30		4,963.30
Financial Administration		33.00	33.00		33.00
Collection of Taxes		47.00	47.00		47.00
Municipal Prosecutor		543.90	543.90		543.90
Public Buildings and Grounds		3,219.45	3,219.45		3,219.45
Assessment of Taxes		60.98	60.98		60.98
Police Department		4.55	4.55		4.55
Telephone Operators		3,700.00	3,700.00		3,700.00
School Crossing Guards		4.30	4.30		4.30
Uniform Fire Safety		347.00	147.00		147.00
Road Repair and Maintenance		0.08	0.08		0.08
Board of Health		1,000.00	1,000.00		1,000.00
Public Assistance		9.98	9.98		9.98
Parks and Playgrounds		2,500.00	2,500.00		2,500.00
Sewer System		2,045.24	2,045.24		2,045.24
Senior Citizens		547.98	547.98		547.98
Mandatory Recycling		500.00	500.00		500.00
Municipal Court		2,109.92	2,109.92		2,109.92
Public Defender		300.00	300.00		300.00
Constructional Officials		376.04	576.04	500.00	76.04
<u>Other Expenses</u>					
Administrative and Executive		9,098.02	9,098.02	4,441.94	4,656.08
Advertising		1,433.24	1,433.24		1,433.24
Mayor and Council		180.00	180.00		180.00
Elections		358.40	358.40		358.40
Financial Administration		3,618.20	3,618.20	1,268.32	2,349.88
Annual Audit		25,000.00	25,000.00	25,000.00	
Collection of Taxes		55.00	55.00		55.00
Assessment of Taxes		900.00	900.00		900.00
Appeals		40,000.00	40,000.00		40,000.00
Legal Services and Costs		11,967.97	11,967.97	1,585.96	10,382.01
Foreclosure Cost		400.00	400.00		400.00
Municipal Prosecutor		100.00	100.00		100.00
Public Buildings and Grounds		2,342.67	2,342.67	163.27	2,179.40
Engineering		2,109.50	2,109.50		2,109.50
Shade Tree		648.09	648.09		648.09
General Liability - Insurance		4,813.20	4,813.20	4,000.00	813.20
Employee Group Health		11,028.00	11,028.00	2,005.72	9,022.28
Planning Board		1,625.93	1,625.93		1,625.93
Planning Board - Attorney Fees		1,000.00	1,000.00		1,000.00
Police Department		19,139.78	19,139.78	12,838.66	6,301.12
Fire Department	4,445.24	35.98	4,481.22	4,445.24	35.98
Emergency Management		750.00	750.00		750.00

BOROUGH OF EAST NEWARK
CURRENT FUND

APPROPRIATION RESERVES

A-13
Sheet #2

	Balance Dec. 31, 2017		Balance After Transfers	Expended	Balance Lapsed
	Reserved				
	Encumbered	Unencumbered			
<u>Other Expenses</u>					
Legal - Police	\$	\$ 3,646.60	\$ 3,646.60	\$ 1,226.40	\$ 2,420.20
Uniform Fire Safety Act		2,560.00	2,560.00		2,560.00
Road Repair Maintenance		100.69	100.69		100.69
Snow Removal		27,692.30	27,692.30	14,601.67	13,090.63
Sewer System		3,152.14	3,152.14		3,152.14
Board of Health		72.90	72.90		72.90
Administration of Public Assistance		100.00	100.00		100.00
Recreation - Parks and Playgrounds		5,412.60	5,412.60		5,412.60
Senior Citizens		2,507.20	2,507.20		2,507.20
Celebration of Public Events		408.33	408.33		408.33
Garbage Collection		30,879.35	30,879.35	13,499.96	17,379.39
Mandatory Recycling		2,768.50	2,768.50	1,566.50	1,202.00
Construction Officials		868.81	868.81		868.81
Electricity		12,166.34	12,166.34	3,442.37	8,723.97
Sewer System:					
Passaic Valley Sewer Contract		33.66	33.66		33.66
Street Lighting		5,026.36	5,026.36	4,250.06	776.30
Motor Vehicle Pool		25,109.15	25,109.15	18,087.71	7,021.44
Municipal Court		3,347.29	3,347.29	2,277.50	1,069.79
Tax Appeals Pending		25,000.00	25,000.00		25,000.00
Compensated Balances		40,000.00	40,000.00		40,000.00
Wage and Salary Adjustment		30,000.00	30,000.00		30,000.00
Matching Funds for Grants		1,000.00	1,000.00		1,000.00
<u>Statutory Expenditures</u>					
Social Security System		17,315.23	17,315.23		17,315.23
Public Employees' Retirement System		0.57	0.57		0.57
Police and Fireman's Retirement System of NJ		0.49	0.49		0.49
Unemployment Insurance		5,605.00	5,605.00	230.43	5,374.57
<u>Contingent</u>		2,000.00	2,000.00		2,000.00
<u>Judgments</u>		2,500.00	2,500.00		2,500.00
		\$ 4,445.24	\$ 412,635.93	\$ 115,431.71	\$ 297,204.22

Reference

A

A

A-4

A-1

BOROUGH OF EAST NEWARK
CURRENT FUND

DUE (TO)/FROM STATE OF NEW JERSEY
PER CHAPTER 129, P.L. 1976

A-14

	<u>Ref.</u>		
Balance December 31, 2017	A		\$ (80.00)
Increased by:			
Exemptions Per Tax Billings:			
Senior Citizens		\$ 1,750.00	
Veterans		<u>2,250.00</u>	
	A-6		<u>4,000.00</u>
			<u>3,920.00</u>
Decreased by:			
Cash Receipts	A-4		<u>3,000.00</u>
Balance December 31, 2018	A		<u><u>\$ 920.00</u></u>

BOROUGH OF EAST NEWARK
CURRENT FUND

INTERFUNDS PAYABLE

A-15

	<u>Ref.</u>	<u>Total</u>	<u>General Trust</u>	<u>General Capital</u>
Balance December 31, 2017	A	\$ 470,147.69	\$ 80,130.45	\$ 390,017.24
Increased by:				
Budget Appropriations	A-3	60,000.00		60,000.00
Cash Receipts - Treasurer	A-4	<u>6,997.87</u>	<u>6,997.87</u>	
		537,145.56	87,128.32	<u>450,017.24</u>
Decreased by:				
Cash Disbursed - Treasurer	A-4	<u>46,656.97</u>		<u>46,656.97</u>
Balance December 31, 2018	A	<u>\$ 490,488.59</u>	<u>\$ 87,128.32</u>	<u>\$ 403,360.27</u>

ACCOUNTS PAYABLE

A-16

	<u>Ref.</u>	
Balance December 31, 2017	A	<u>\$ 20,598.07</u>
Balance December 31, 2018	A	<u>\$ 20,598.07</u>

BOROUGH OF EAST NEWARK
CURRENT FUND

DUE TO STATE OF NEW JERSEY

A-17

	<u>Ref.</u>	<u>Total</u>	<u>Marriage License</u>	<u>State Training Fees</u>
Balance December 31, 2017	A	\$ 709.92	\$ 250.00	\$ 459.92
Increased by:				
State License Fees	A-4	<u>954.00</u>	<u>100.00</u>	<u>854.00</u>
		1,663.92	350.00	1,313.92
Decreased by:				
Cash Disbursed	A-4	<u>1,321.51</u>	<u>200.00</u>	<u>1,121.51</u>
Balance December 31, 2018	A	<u>\$ 342.41</u>	<u>\$ 150.00</u>	<u>\$ 192.41</u>

RESERVE FOR TAX APPEALS PENDING

A-18

	<u>Ref.</u>	
Balance December 31, 2017	A	<u>\$ 424,680.56</u>
Balance December 31, 2018	A	<u>\$ 424,680.56</u>

BOROUGH OF EAST NEWARK
CURRENT FUND

COUNTY TAXES PAYABLE

A-19

	<u>Ref.</u>		
Balance December 31, 2017	A		\$ 3,063.27
Increased by:			
2018 County Levy		\$ 756,290.10	
Added/Omitted Taxes		<u>6,829.10</u>	
	A-1,2a,6		<u>763,119.20</u>
			<u>766,182.47</u>
Decreased by:			
Payments	A-4		<u>759,353.37</u>
Balance December 31, 2018	A		<u><u>\$ 6,829.10</u></u>

LOCAL SCHOOL DISTRICT TAX PAYABLE

A-20

	<u>Ref.</u>		
Balance December 31, 2017	A		\$ 90,618.93
Increased by:			
Calendar Year 2018 Levy	A-1,2a,6		<u>1,462,112.00</u>
			<u>1,552,730.93</u>
Decreased by:			
Payments	A-4		<u>1,440,452.98</u>
Balance December 31, 2018	A		<u><u>\$ 112,277.95</u></u>

BOROUGH OF EAST NEWARK
CURRENT FUND

TAX OVERPAYMENTS

A-21

	<u>Ref.</u>	
Balance December 31, 2017	A	\$ 4,905.33
Increased by:		
Collections	A-4	<u>33,717.27</u>
Balance December 31, 2018	A	<u>\$ 38,622.60</u>

PREPAID TAXES

A-22

	<u>Ref.</u>	
Balance December 31, 2017	A	\$ 20,505.01
Decreased by:		
Applied to 2018 Taxes Receivable	A-6	<u>20,505.01</u>
		<u>\$ -</u>

BOROUGH OF EAST NEWARK
CURRENT FUND

VARIOUS RESERVES

A-23

	<u>Ref.</u>	<u>Total</u>	<u>Revaluation Program</u>	<u>Tax Map</u>
Balance December 31, 2017	A	<u>\$ 20,000.00</u>	<u>\$ 1,000.00</u>	<u>\$ 19,000.00</u>
Balance December 31, 2018	A	<u>\$ 20,000.00</u>	<u>\$ 1,000.00</u>	<u>\$ 19,000.00</u>

EMERGENCY NOTE PAYABLE

A-24

	<u>Ref.</u>	
Balance December 31, 2017	A	\$ 40,000.00
Increased by:		
Cash Receipt	A-4	<u>30,000.00</u>
		70,000.00
Decreased by:		
Cash Disbursed	A-4	<u>40,000.00</u>
Balance December 31, 2018	A	<u>\$ 30,000.00</u>

BOROUGH OF EAST NEWARK
GRANT FUND

RESERVE FOR GRANTS - APPROPRIATED

A-25

<u>Grant</u>	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Transferred</u> <u>from 2018</u> <u>Budget</u>	<u>Decreased</u> <u>By</u>	<u>Cancelled</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Alcohol Education and Rehabilitation Fund	\$ 4,083.64	\$	\$	\$	\$ 4,083.64
Clean Communities Grant:					
CY 2007	2,785.84				2,785.84
CY 2008	4,000.00				4,000.00
CY 2009	4,000.00				4,000.00
CY 2010	3,489.15				3,489.15
CY 2011	4,000.00				4,000.00
CY 2012	4,000.00				4,000.00
CY 2014	1,141.60				1,141.60
CY 2015	3,678.04				3,678.04
CY 2016	4,000.00				4,000.00
CY 2017	4,000.00				4,000.00
CY 2018		4,000.00			4,000.00
COPS Fast	33,489.22				33,489.22
Driving While Intoxicated	668.08				668.08
Recycling Tonnage Grant	21,460.23	11,799.82			33,260.05
County Fire Aid	1,924.47				1,924.47
Hudson County Office on Aging	33,540.90				33,540.90
Hudson County Peer Grouping		18,008.00			18,008.00
Hudson County Peer Grouping		20,000.00	16,936.25		3,063.75
Hudson County Office on Aging - 2015	31,860.86				31,860.86
Hudson County Office on Aging		40,524.54	10,685.94		29,838.60
Hudson County Office on Aging - Senior	132,773.00		40,943.10		91,829.90
Hudson County Aging/Disability	34,926.88				34,926.88
Hudson County Disability Resource		54,098.00	11,096.24		43,001.76
Hudson County CDBG - Senior Citizens	30,000.00				30,000.00
Drunk Driving Enforcement Fund	25,969.95	64.34			26,034.29
Police Body Armor Grant	1,258.02				1,258.02
Police Body Armor Grant - 2012	1,096.45				1,096.45
Police Body Armor Grant - 2013	1,200.53				1,200.53
Click It or Ticket	3,768.69				3,768.69
Click It or Ticket - 2012	4,000.00				4,000.00
Click It or Ticket - 2013	520.00				520.00
Obey the Signs or Pay the Fines	7,378.39				7,378.39
FEMA Hazard Mitigation	33,155.66				33,155.66
Transportation Trust Fund:					
2015 Award	19,526.11				19,526.11
Sherman Avenue	7,840.99				7,840.99
Third Street	4,916.81				4,916.81
2000 Award	3,963.83			2,481.03	1,482.80
	<u>\$ 474,417.34</u>	<u>\$ 148,494.70</u>	<u>\$ 79,661.53</u>	<u>\$ 2,481.03</u>	<u>\$ 540,769.48</u>
<u>Reference</u>	<u>A</u>	<u>A-3</u>	<u>A-4</u>	<u>A-12</u>	<u>A</u>

BOROUGH OF EAST NEWARK
GRANT FUND

RESERVE FOR GRANTS - UNAPPROPRIATED

A-26

<u>Grant</u>	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Cash</u> <u>Receipts</u>	<u>Applied</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Clean Communities	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Hudson County Office on Aging	40,524.54		40,524.54	
Hudson County Peer Grouping	18,008.00		18,008.00	
Drunk Driving Enforcement Fund	64.34		64.34	
Recycling Tonnage Grant	<u>11,799.82</u>	<u> </u>	<u>11,799.82</u>	<u> </u>
	<u>\$ 74,396.70</u>	<u>\$ 4,000.00</u>	<u>\$ 74,396.70</u>	<u>\$ 4,000.00</u>
<u>Reference</u>	<u>A</u>	<u>A-4</u>	<u>A-12</u>	<u>A</u>

BOROUGH OF EAST NEWARK
TRUST FUNDS

CASH RECEIPTS AND DISBURSEMENTS - COLLECTOR AND TREASURER

B-1

	<u>Ref.</u>	<u>Animal Control Fund</u>		<u>Other Trust Fund</u>
Balance December 31, 2017	B	\$348.80		\$ 120,675.16
Increased by:				
Due to State of New Jersey	B-4	\$ 43.20	\$	
Reserve for Animal Control	B-5	186.33		
Payroll Deductions	B-8		1,138,061.14	
Employer's Share	B-8		238,237.29	
Various Reserve Funds	B-9	<u> </u>	<u>21,441.62</u>	
		<u>229.53</u>		<u>1,397,740.05</u>
		578.33		<u>1,518,415.21</u>
Decreased by:				
Due to State of New Jersey	B-4	51.60		
Interfunds Payable	B-6	145.53		
Payroll Deductions	B-8		1,376,444.69	
Various Reserve Funds	B-9	<u> </u>	<u>9,687.85</u>	
		<u>197.13</u>		<u>1,386,132.54</u>
Balance December 31, 2018	B	<u>\$381.20</u>		<u>\$ 132,282.67</u>

BOROUGH OF EAST NEWARK
TRUST FUNDS

INTERFUNDS RECEIVABLE
ANIMAL CONTROL FUND

B-2

	<u>Ref.</u>	<u>Total</u>	<u>Payroll Fund</u>
Balance December 31, 2017	B	<u>\$22.20</u>	<u>\$22.20</u>
Balance December 31, 2018	B	<u>\$22.20</u>	<u>\$22.20</u>

BOROUGH OF EAST NEWARK
TRUST FUNDS

COMMUNITY DEVELOPMENT BLOCK GRANT RECEIVABLE

B-3

	<u>Ref.</u>	
Balance December 31, 2017	B	\$ 19,153.72
Decreased by:		
Interfund Accounts	B-7	<u>3,453.87</u>
Balance December 31, 2017	B,Below	<u><u>\$ 15,699.85</u></u>

Analysis of Balance

<u>Project Number</u>	<u>Purpose</u>	<u>Amount</u>
2-05A1-09	Senior Activities Program	<u>\$ 15,699.85</u>
	<u>Reference</u>	<u>Above</u>

DUE TO STATE OF NEW JERSEY

B-4

	<u>Ref.</u>	
Balance December 31, 2017	B	\$ 17.40
Increased by:		
2018 Dog License State Registration Fees	B-1	<u>43.20</u> 60.60
Decreased by:		
Cash Disbursed	B-1	<u>51.60</u>
Balance December 31, 2018	B	<u><u>\$ 9.00</u></u>

BOROUGH OF EAST NEWARK
TRUST FUNDS

RESERVE FOR ANIMAL CONTROL EXPENDITURES

B-5

	<u>Ref.</u>	
Balance December 31, 2017	B	\$ 353.60
Increased by:		
Interest Earned		\$ 43.53
Animal Control Fees		<u>142.80</u>
	B-1	<u>186.33</u>
		539.93
Decreased by:		
Interfunds Payable	B-6	<u>145.53</u>
Balance December 31, 2018	B	<u><u>\$ 394.40</u></u>

License Fees Collected

<u>Year</u>	<u>Number</u>	<u>Amount</u>
2016	26	\$ 176.80
2017	32	<u>217.60</u>
	Maximum Reserve	<u><u>\$ 394.40</u></u>

BOROUGH OF EAST NEWARK
TRUST FUNDS

INTERFUNDS PAYABLE
ANIMAL CONTROL FUND

B-6

Current
Fund

Ref.

Increased by:			
Reserve for Expenditures - Excess	.	B-5	\$145.53
Decreased by:			
Cash Disbursed		B-1	<u>145.53</u>
			<u>\$ -</u>

BOROUGH OF EAST NEWARK
TRUST FUNDS

INTERFUND ACCOUNTS
OTHER TRUST FUNDS

B-7

	<u>Ref.</u>	<u>Total</u>	<u>Current</u>	<u>Animal Control</u>	<u>General Capital</u>
Balance December 31, 2017:					
Due From	E:	<u>\$ 80,130.45</u>	<u>\$ 80,130.45</u>	\$	\$
Due (To)	E:	<u>(40,301.10)</u>		<u>(22.20)</u>	<u>(40,278.90)</u>
Increased by:					
Community Development Block Grant Receivable	E-3	3,453.87	3,453.87		
Various Reserve Funds	E-9	<u>3,544.00</u>	<u>3,544.00</u>		
		<u>6,997.87</u>	<u>6,997.87</u>		
Sub-Total		<u>87,128.32</u>	<u>87,128.32</u>	<u>(22.20)</u>	<u>(40,278.90)</u>
Balance December 31, 2018:					
Due From	E:	<u>\$ 87,128.32</u>	<u>\$ 87,128.32</u>		
Due (To)	E:	<u>\$(40,301.10)</u>		<u>\$ (22.20)</u>	<u>\$(40,278.90)</u>

BOROUGH OF EAST NEWARK
TRUST FUNDS

B-8

PAYROLL DEDUCTIONS PAYABLE

	<u>Balance</u> <u>Dec. 31, 2017</u>	<u>Payroll</u> <u>Deductions</u>	<u>Employer's</u> <u>Share</u>	<u>Disbursed</u>	<u>Balance</u> <u>Dec. 31, 2018</u>
Net Payroll	\$	\$ 729,768.08	\$	\$ 729,768.08	\$
Federal Withholding Tax		116,651.93		116,651.93	
Social Security		29,919.89	29,919.89	59,839.78	
Medicare		16,334.08	16,334.08	32,668.16	
New Jersey State Withholding Tax		36,477.59		36,477.59	
State Disability/Unemployment Insurance		4,858.47	689.32	5,547.79	
Police and Firemen's Retirement System		95,592.03	161,387.00	256,979.03	
Public Employees' Retirement System		21,519.24	29,907.00	51,774.20	(347.96)
Garnishment		9,187.50		9,187.50	
Credit Union		31,625.82		31,625.82	
N.Y. Metropolitan Life		2,249.78		2,249.78	
Employee Health Contribution		38,109.37		38,109.37	
Miscellaneous	4,677.41	49.48		0.02	4,726.87
PBA Dues		5,400.00		5,400.00	
Interest	<u>204.71</u>	<u>317.88</u>		<u>165.64</u>	<u>356.95</u>
	<u>\$4,882.12</u>	<u>\$ 1,138,061.14</u>	<u>\$ 238,237.29</u>	<u>\$ 1,376,444.69</u>	<u>\$ 4,735.86</u>

Reference

B

B-1

B-1

B-1

B

BOROUGH OF EAST NEWARK
TRUST FUNDS

VARIOUS RESERVE FUNDS

B-9

Ref.	Total	State Unemployment Insurance	Hanovia Grant	Community Development Block Grant	Law Enforcement	Escrow	Public Defender	Police Off-Duty	Tax Title Redemption	Parking Offense Adjudication	Fire Donations	Fire Prevention Penalties
Balance December 31, 2017	\$174,776.11	\$25,156.79	\$99.40	\$9,048.72	\$216.56	\$42,345.34	\$125.00	\$9,073.32	\$45,224.35	\$ 8,776.54	\$12,615.45	\$23,094.64
Increased by:												
Cash Receipts	21,441.62	6.78			9.93	15,145.23		13.34			2,000.00	6,266.34
Interfund Accounts	3,544.00				9.93	15,145.23		13.34		1,544.00	2,000.00	6,266.34
	<u>24,985.62</u>	<u>6.78</u>								<u>1,544.00</u>	<u>2,000.00</u>	<u>6,266.34</u>
	199,761.73	25,163.57	99.40	8,048.72	226.49	57,490.57	125.00	9,086.66	45,224.35		14,615.45	29,360.98
Decreased by:												
Cash Disbursed	9,687.85											740.43
Balance December 31, 2018	<u>\$190,073.88</u>	<u>\$25,163.57</u>	<u>\$99.40</u>	<u>\$8,048.72</u>	<u>\$226.49</u>	<u>\$48,543.15</u>	<u>\$125.00</u>	<u>\$9,086.66</u>	<u>\$45,224.35</u>	<u>\$10,320.54</u>	<u>\$14,615.45</u>	<u>\$28,620.55</u>

BOROUGH OF EAST NEWARK
GENERAL CAPITAL FUND

ANALYSIS OF CAPITAL CASH

C-2

	Ordinance <u>Number</u>	Balance <u>Dec. 31, 2017</u>	<u>Transfers</u>		Balance <u>Dec. 31, 2018</u>
			<u>From</u>	<u>To</u>	
<u>Improvement Authorizations</u>					
Acquisition and Installation of Additional and Replacement Machinery by the Borough	96-02B	\$ 187.93	\$	\$	\$ 187.93
Acquisition and Installation of Additional Furnishings and Equipment for the Police Department	96-02C	1,176.67			1,176.67
Acquisition and Installation of Additional and Replacement Equipment at Borough Hall	98-01	525.33			525.33
Improvements to Recreation Center	00-01A	(9,490.80)			(9,490.80)
Acquisition and Installation of Equipment for Fire and Police Departments	00-01B	(42,750.00)			(42,750.00)
Improvements to the Borough Hall	00-01C	(9,500.00)			(9,500.00)
Acquisition of a New Multi-Purpose Four-Wheel Drive Vehicle	00-01D	(17,647.00)			(17,647.00)
Design, Repair, Surfacing to Law Enforcement and Other Facilities	05-08	2,148.10			2,148.10
Lighting, Grass/Turf and Fencing to Public Areas	05-09C	39,750.08			39,750.08
Acquisition of Computers, Photocopies, Security and Telecommunication Systems	05-09D	35,655.52			35,655.52
Central Avenue Parking Lot Construction	06-09	910.22			910.22
Acquisition of Fire Equipment	07-15A	(4,600.00)			(4,600.00)
Acquisition, Installation and Replacement of Playground Equipment	07-15B	3,250.34			3,250.34
Acquisition and Installation of Equipment for Police Department	07-15C	(12,600.00)			(12,600.00)
Acquisition and Installation of Cameras, Monitors and a Digital Recording System	07-15E	(97,000.00)			(97,000.00)
Improvements to Borough Hall	07-15H	95,355.05			95,355.05
Improvements to Public Works Garage	07-15I	(53,932.00)			(53,932.00)
Tree Planting at Various Locations in the Borough	04-11A	1,700.00			1,700.00
Improvements to Sewer Infrastructures	15-01	40,000.00			40,000.00
Improvements to Municipal Building	08-16A	35,685.00			35,685.00
Construction of the Searing Avenue Parking Lot	08-16B	4,800.00			4,800.00
Fire Department Equipment	08-16C	2,400.00			2,400.00
Public Works: Snow Removal Equipment	08-16D	2,296.32			2,296.32
Public Works: Street Cleaning Equipment	08-16E	15,000.00			15,000.00
Various Improvements to Police Headquarters	08-16F	4,800.00			4,800.00
Purchase of Information Technology Equipment	08-16G	47,263.07			47,263.07
Improvements to DPW Garage	08-16H	39,325.50			39,325.50
Storm and Sanitary Sewer Improvements	08-16I	2,400.00			2,400.00
Acquisition of Real Property	08-16J	179,600.00			179,600.00
Improvements to Public Parks	10-18		10,150.00	6,000.00	(4,150.00)
Municipal Garage Clean-Up	14-18		36,506.97	12,000.00	(24,506.97)
CSO Engineering	15-18			7,150.00	7,150.00
<u>Other Accounts</u>					
Due From/(To) Current Fund		(390,017.24)	60,000.00	46,656.97	(403,360.27)
Due from Other Trust Fund		(40,278.90)			(40,278.90)
Department of Transportation Receivable		(17,375.45)		17,375.45	
Reserve for Grant Expenditures		29,247.92	17,375.45		11,872.47
Capital Improvement Fund		65,026.77	25,150.00	60,000.00	99,876.77
Fund Balance		46,687.57			46,687.57
		<u>\$ -</u>	<u>\$ 149,182.42</u>	<u>\$ 149,182.42</u>	<u>\$ -</u>

Reference

Contra

Contra

BOROUGH OF EAST NEWARK
GENERAL CAPITAL FUND

INTERFUNDS RECEIVABLE

C-3

	<u>Ref.</u>	<u>Total</u>	<u>General Trust</u>	<u>Current</u>
Balance December 31, 2017	C	\$430,296.14	\$40,278.90	\$390,017.24
Increased by:				
Capital Improvement Fund	C-8	<u>60,000.00</u> 490,296.14	<u>40,278.90</u>	<u>60,000.00</u> 450,017.24
Decreased by:				
Improvement Authorization Expenditures	C-10	<u>46,656.97</u>	<u> </u>	<u>46,656.97</u>
Balance December 31, 2018	C	<u>\$443,639.17</u>	<u>\$40,278.90</u>	<u>\$403,360.27</u>

BOROUGH OF EAST NEWARK
GENERAL CAPITAL FUND

DEPARTMENT OF TRANSPORTATION GRANT RECEIVABLE

C-4

	<u>Ref.</u>	
Balance December 31, 2017	C	\$ 17,375.45
Decreased by:		
Reserve for Grant Expenditures	C-9	<u>17,375.45</u>
		<u>\$ -</u>

DEFERRED CHARGES TO FUTURE TAXATION

C-5

	<u>Ref.</u>	
Balance December 31, 2017	C	\$255,107.79
Decreased by:		
N.J. Environmental Infrastructure Loan	C-7	<u>30,576.49</u>
Balance December 31, 2018	C	<u>\$224,531.30</u>

BOROUGH OF EAST NEWARK
GENERAL CAPITAL FUND

DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED

C-6

<u>Description</u>	<u>Ordinance Number</u>	<u>Balance Dec. 31, 2017</u>	<u>Increase</u>	<u>Decrease</u>	<u>Balance Dec. 31, 2018</u>	<u>Analysis of Balance</u>		
						<u>Expended</u>	<u>Bond Anticipation Notes</u>	<u>Unfunded Improvement Authorization</u>
Various Capital Improvements	00-01	\$ 79,387.80	\$	\$	\$ 79,387.80	\$	\$	\$
Various Capital Improvements	07-15	430,624.00		97,527.00	333,097.00	137,447.00		27,518.00
Various Capital Improvements	08-16	1,106,000.00			1,106,000.00	500,000.00		606,000.00
Improvements to Public Parks	10-18		114,000.00		114,000.00	4,150.00		109,850.00
Municipal Garage Clean-Up	14-18		238,000.00		238,000.00	24,506.97		213,493.03
CSO Engineering	15-18		142,850.00		142,850.00			142,850.00
		<u>\$1,616,011.80</u>	<u>\$494,850.00</u>	<u>\$97,527.00</u>	<u>\$2,013,334.80</u>	<u>\$276,176.77</u>	<u>\$637,447.00</u>	<u>\$1,099,711.03</u>
<u>Reference</u>		<u>C</u>	<u>C-10,12</u>	<u>C-11</u>	<u>C</u>	<u>C-2</u>	<u>C-11</u>	<u>C-10</u>

BOROUGH OF EAST NEWARK
GENERAL CAPITAL FUND

N.J. ENVIRONMENTAL INFRASTRUCTURE LOAN PAYABLE

C-7

	<u>Ref.</u>	
Balance December 31, 2017	C	\$ 255,107.79
Decreased by:		
Payments	C-5	<u>30,576.49</u>
Balance December 31, 2018	C	<u>\$ 224,531.30</u>

CAPITAL IMPROVEMENT FUND

C-8

	<u>Ref.</u>	
Balance December 31, 2017	C	\$ 65,026.77
Increased by:		
2018 Budget Appropriation	C-3	<u>60,000.00</u> 125,026.77
Decreased by:		
Appropriated to Finance Improvement Authorizations	C-10	<u>25,150.00</u>
Balance December 31, 2018	C	<u>\$ 99,876.77</u>

BOROUGH OF EAST NEWARK
GENERAL CAPITAL FUND

RESERVE FOR GRANT EXPENDITURES - CSO GRANT

C-9

	<u>Ref.</u>	
Balance December 31, 2017	C	\$29,247.92
Decreased by:		
Grants Receivable	C-4	<u>17,375.45</u>
Balance December 31, 2018	C	<u>\$11,872.47</u>

BOROUGH OF EAST NEWARK
GENERAL CAPITAL FUND

IMPROVEMENT AUTHORIZATIONS

C-10
Sheet #1

	<u>Number</u>	<u>Ordinance Date</u>	<u>Amount</u>	<u>Balance Dec. 31, 2017</u>		<u>2018 Authorizations</u>	<u>Expended</u>	<u>Balance Dec. 31, 2018</u>	
				<u>Funded</u>	<u>Unfunded</u>			<u>Funded</u>	<u>Unfunded</u>
Acquisition and Installation of Additional and Replacement Machinery by the Borough	96-02B	8-17-96	\$ 244,000.00	\$ 187.93	\$	\$	\$	\$ 187.93	\$
Acquisition and Installation of Additional Furnishings and Equipment for the Police Department	96-02C	8-17-96	11,000.00	1,176.67				1,176.67	
Acquisition and Installation of Additional and Replacement Equipment at Borough Hall	98-01	4-01-98	25,000.00	525.33				525.33	
Design, Repair, Surfacing and Other Works Necessary for Various Improvements to Law Enforcement and Other Municipal Facilities	05-08	6-08-05	25,000.00	2,148.10				2,148.10	
Lighting, Grass/Turf and Fencing to Public Areas	05-09C	6-08-05	125,000.00	39,750.08				39,750.08	
Acquisition of Computers, Photocopies, Security and Telecommunication Systems	05-09D	6-08-05	147,000.00	35,655.52				35,655.52	
Central Avenue Parking Lot Construction	06-09	8-09-09	70,000.00	910.22				910.22	
Acquisition of Fire Equipment	07-15A	9-12-07	85,000.00		4,050.00				4,050.00
Acquisition, Installation and Replacement of Playground Equipment	07-15B	9-12-07	165,000.00	3,250.34	14,400.00			3,250.34	14,400.00
Improvements to Borough Hall	07-15H	9-12-07	250,000.00	95,355.05	8,000.00			95,355.05	8,000.00
Improvements to Public Works Garage	07-15I	9-12-07	100,000.00		1,068.00				1,068.00
Tree Planting at Various Locations in the Borough	11-04A	6-08-11	33,300.00	1,700.00				1,700.00	

BOROUGH OF EAST NEWARK
GENERAL CAPITAL FUND

IMPROVEMENT AUTHORIZATIONS

C-10
Sheet #2

Number	Ordinance Date	Amount	Balance Dec. 31, 2017		2018 Authorizations	Expended	Balance Dec. 31, 2018	
			Funded	Unfunded			Funded	Unfunded
15-01	11-11-15	\$ 40,000.00	\$ 40,000.00	\$	\$	\$	\$ 40,000.00	\$
08-16A	10-13-16	50,000.00		35,685.00				35,685.00
08-16B	10-13-16	100,000.00	4,800.00	95,200.00			4,800.00	95,200.00
08-16C	10-13-16	50,000.00	2,400.00	47,600.00			2,400.00	47,600.00
08-16D	10-13-16	150,000.00		2,296.32				2,296.32
08-16E	10-13-16	15,000.00	750.00	14,250.00			750.00	14,250.00
08-16F	10-13-16	100,000.00	4,800.00	95,200.00			4,800.00	95,200.00
08-16G	10-13-16	50,000.00	2,913.07	44,350.00			2,913.07	44,350.00
08-16H	10-13-16	100,000.00		39,325.50				39,325.50
08-16I	10-13-16	50,000.00	2,400.00	47,600.00			2,400.00	47,600.00
08-16J	10-13-16	500,000.00	23,850.00	476,150.00			23,850.00	476,150.00
10-18	8-18-18	120,000.00			120,000.00	10,150.00		109,850.00
14-18	11-17-18	250,000.00			250,000.00	36,506.97		213,493.03
15-18	11-17-18	150,000.00			150,000.00		7,150.00	142,850.00
			<u>\$262,572.31</u>	<u>\$925,174.82</u>	<u>\$520,000.00</u>	<u>\$46,656.97</u>	<u>\$269,722.31</u>	<u>\$1,391,367.85</u>
		Reference	C	C	Below	C-3	C	C

Ref.
Deferred Charges to Future Taxation - Unfunded Capital Improvement Fund
C-6 \$494,850.00
C-8 25,150.00
Above \$520,000.00

BOROUGH OF EAST NEWARK
GENERAL CAPITAL FUND

BOND ANTICIPATION NOTES

C-11

<u>Purpose</u>	<u>Ordinance Number</u>	<u>Original Date of Issue</u>	<u>Maturity Date</u>	<u>Interest Rate</u>	<u>Balance Dec. 31, 2017</u>	<u>Increased By</u>	<u>Decreased By</u>	<u>Balance Dec. 31, 2018</u>
Various Capital Improvements	07-15	8-28-08	7-13-18 5-01-19	1.79 2.59	\$234,974.00	\$ 137,447.00	\$234,974.00	\$ 137,447.00
Various Capital Improvements	08-16	7-14-17	7-13-18 5-01-19	1.79 2.59	500,000.00	500,000.00	500,000.00	500,000.00
					<u>\$734,974.00</u>	<u>\$637,447.00</u>	<u>\$734,974.00</u>	<u>\$637,447.00</u>
				<u>Reference</u>	<u>C</u>	<u>Below</u>	<u>Below</u>	<u>C</u>
				<u>Ref.</u>				
			Deferred Charges - Unfunded Renewals		C-6 Reserve	\$ 637,447.00	\$ 97,527.00 637,447.00	
					Above	<u>\$637,447.00</u>	<u>\$734,974.00</u>	

BOROUGH OF EAST NEWARK
GENERAL CAPITAL FUND

BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

C-12

<u>Description</u>	<u>Ordinance Number</u>	<u>Balance Dec. 31, 2017</u>	<u>Increase</u>	<u>Balance Dec. 31, 2018</u>
Various Capital Improvements	00-01	\$ 79,387.80	\$	\$ 79,387.80
Various Capital Improvements	07-15	195,650.00		195,650.00
Various Capital Improvements	08-16	606,000.00		606,000.00
Various Improvements to Parks and Recreation Facilities	10-18		114,000.00	114,000.00
Environmental Remediation at the DPW Garage	14-18		238,000.00	238,000.00
Engineering Study of CSO Control Alternatives	15-18		142,850.00	142,850.00
		<u>\$ 881,037.80</u>	<u>\$ 494,850.00</u>	<u>\$ 1,375,887.80</u>
	<u>Reference</u>	<u>C</u>	<u>C-10</u>	<u>C</u>

BOROUGH OF EAST NEWARK
WATER UTILITY

RECEIPTS AND DISBURSEMENTS
CASH - TREASURER

D-4

	<u>Ref.</u>	<u>Operating Fund</u>	
Balance December 31, 2017	D		\$357,951.52
Increased by:			
Miscellaneous Revenue	D-2	\$ 8,868.11	
Consumer Accounts Receivable	D-5	<u>212,705.48</u>	
			<u>221,573.59</u>
			579,525.11
Decreased by:			
Budget Appropriations	D-3	102,222.40	
Appropriation Reserves	D-8	<u>78,846.16</u>	
			<u>181,068.56</u>
Balance December 31, 2018	D		<u><u>\$398,456.55</u></u>

BOROUGH OF EAST NEWARK
WATER UTILITY

CONSUMER ACCOUNTS RECEIVABLE

D-5

	<u>Ref.</u>	
Balance December 31, 2017	D	\$ 17,406.37
Increased by:		
Water Rents Levied (Net)	Reserve	<u>214,712.97</u>
		232,119.34
Decreased by:		
Collections	D-2,4	<u>212,705.48</u>
Balance December 31, 2018	D	<u>\$ 19,413.86</u>

BOROUGH OF EAST NEWARK
WATER UTILITY

FIXED CAPITAL

D-6

	<u>Ref.</u>	
Balance December 31, 2017	D	\$117,643.28
Increased by:		
Capital Outlay Expenditures:		
Appropriation Reserves	D-11	<u>24,700.00</u>
Balance December 31, 2018	D,Below	<u>\$142,343.28</u>
 <u>Analysis of Fixed Capital</u>		
Distribution Mains		\$ 60,000.00
Water Utility System Improvements		<u>82,343.28</u>
	Above	<u>\$142,343.28</u>

INTERFUNDS RECEIVABLE
CAPITAL FUND

D-7

	<u>Ref.</u>	Water Operating Fund
Balance December 31, 2017	D	<u>\$ 60,000.00</u>
Balance December 31, 2018	D	<u>\$ 60,000.00</u>

BOROUGH OF EAST NEWARK
WATER UTILITY

2017 APPROPRIATION RESERVES

D-8

	<u>Balance</u> <u>Dec. 31, 2017</u> <u>Reserved</u>	<u>Balance</u> <u>After</u> <u>Transfers</u>	<u>Expended</u>	<u>Balance</u> <u>Lapsed</u>
<u>Operating</u>				
Salaries and Wages	\$ 5,000.04	\$ 5,000.04	\$	\$5,000.04
Other Expenses	55,221.33	55,221.33	54,146.16	1,075.17
<u>Capital Improvements</u>				
Capital Outlay	24,700.00	24,700.00	24,700.00	
<u>Statutory Expenditures</u>				
Contribution to:				
Social Security System (OASI)	1,400.00	1,400.00		1,400.00
Unemployment Compensation Insurance	<u>1,400.00</u>	<u>1,400.00</u>		<u>1,400.00</u>
	<u>\$87,721.37</u>	<u>\$87,721.37</u>	<u>\$78,846.16</u>	<u>\$8,875.21</u>
<u>Reference</u>	<u>D</u>		<u>D-4</u>	<u>D-1</u>

BOROUGH OF EAST NEWARK
WATER UTILITY

INTERFUNDS PAYABLE
OPERATING FUND

D-9

Water
Capital
Fund

Ref.

Balance December 31, 2017	D	\$ 60,000.00
Balance December 31, 2018	D	<u>\$ 60,000.00</u>

CAPITAL IMPROVEMENT FUND

D-10

Ref.

Balance December 31, 2017	D	\$ 60,000.00
Balance December 31, 2018	D	<u>\$ 60,000.00</u>

RESERVE FOR AMORTIZATION

D-11

Ref.

Balance December 31, 2017	D	\$117,643.28
Increased by:		
Capital Outlay Expenditures:		
Appropriation Reserves	D-6	<u>24,700.00</u>
Balance December 31, 2018	D	<u>\$142,343.28</u>

PART II

*INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL
OVER FINANCIAL REPORTING*

ROSTER OF OFFICIALS

GENERAL COMMENTS, FINDINGS AND RECOMMENDATIONS

YEAR ENDED DECEMBER 31, 2018

550 BROAD STREET, 11TH FLOOR
NEWARK, NJ 07102-9969
PHONE (973) 624-6100
FAX (973) 624-6101

36 WEST MAIN STREET, SUITE 303
FREEHOLD, NJ 07728-2291
PHONE (732) 780-2600
FAX (732) 780-1030

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

The Honorable Mayor and Members
of the Borough Council
Borough of East Newark
East Newark, New Jersey 07029

We have audited the financial statements - regulatory basis of the various funds of the Borough of East Newark, in the County of Hudson, as of and for the years ended December 31, 2018 and December 31, 2017, and the related notes to the financial statements - regulatory basis and have issued our report thereon dated July 30, 2019. These financial statements - regulatory basis have been prepared in conformity with accounting principles prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements - regulatory basis, we considered the Borough's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements - regulatory basis, but not for the purpose of expressing an opinion on the effectiveness of the Borough's internal control. Accordingly, we do not express an opinion on the effectiveness of the Borough'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 Borough's financial statements - regulatory basis will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

Compliance and Other Matters

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

Purpose of this Report

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


SAMUEL KLEIN AND COMPANY
CERTIFIED PUBLIC ACCOUNTANTS


JOSEPH J. FACCONI, RMA, PA

Newark, New Jersey
July 30, 2019

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

<u>Name</u>	<u>Title</u>	<u>Date of Expiration</u>	<u>Amount of Bond</u>
Joseph R. Smith	Mayor	December 31, 2019	\$
Charles F. Tighe	Council President	December 31, 2019	
Yamara Salas	Council Member to May 1, 2018		
Kenneth J. Graham	Council Member from June 6, 2018	December 31, 2018	
Kenneth M. Sheehan, Sr.	Council Member to January 24, 2018		
Rose M. Evaristo	Council Member from February 14, 2018	December 31, 2018	
Hans P. Lucas	Council Member	December 31, 2020	
Jose A. Silva	Council Member	December 31, 2019	
Jeanne Zincavage	Council Member	December 31, 2020	
Robert B. Knapp	Municipal Clerk		
Anthony Blasi	Tax Collector		72,000.00
Brigite I. Goncalves	Chief Financial Officer Treasurer/Administrative Assistant		25,000.00 25,000.00
Kenneth J. Lindenfesler, Esq.	Judge		100,000.00
Neil Marotta	Borough Attorney		
Denis McGuire	Tax Assessor		10,000.00

The function of the Electrical Inspector is performed by the EIC.

A Public Employee Faithful Performance Blanket Position Bond in the amount of \$10,000.00 was in force for all employees who may handle municipal monies and are not covered by separate surety.

All bonds were issued by the Travelers Casualty and Surety Company and were found to be executed.

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

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

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

The statutory bidding threshold effective July 1, 2015 was the sum of \$40,000.00 in accordance with the provisions of N.J.S.A. 40A:11-3a, based on the appointment of a qualified purchasing agent.

Notwithstanding N.J.S.A. 40A:11-3a, P.L. 2005, Chapter 51 and N.J.S.A. 19:44A-20.5, known as the "Pay-to-Play Law" provides that a municipality is prohibited from executing any contract in excess of \$17,500.00 on or after January 1, 2006, to a business entity that made certain reportable contributions to any municipal committee of a political party if a member of that party is in office as a member of the governing body of the municipality when the contract is awarded unless proposals or qualifications are solicited through a fair and open process.

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

The minutes indicate that the following bids were awarded:

Furnishing of Senior Citizen Meals
Police Towing

The minutes indicate that resolutions were adopted and advertised authorizing the awarding of contracts or agreements for "Professional Services" per N.J.S. 40A:11-5.

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

Examination of Claims

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

Vouchers were examined to the extent deemed necessary. We tested a statistical random sample of 50 paid vouchers and noted no exceptions.

Collection of Interest on Delinquent Taxes and Water Balances

The statutes (N.J.S. 54:4-67, as amended) provide the method authorizing interest and the maximum rate to be charged for the nonpayment of taxes or assessments on or before the date when they would become delinquent.

The Governing Body, on April 1, 1980, adopted the following resolution authorizing interest to be charged on delinquent taxes:

"BE IT RESOLVED that the interest rate on delinquent taxes be fixed at 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00. Any taxes not paid when due shall be called delinquent taxes 10 days after due date."

The Governing Body on November 9, 1994 adopted the following resolution authorizing interest to be charged on delinquent balances:

"WHEREAS, in accordance with N.J.S.A. 54:5-61, a 6% end of year penalty may be established by resolution; and

WHEREAS, within any given calendar year, a 6% penalty may be charged for delinquent taxes, interest and other municipal charges which exceed \$10,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of East Newark that a 6% year end penalty be and hereby is established and chargeable on all delinquent accounts with a balance in excess of \$10,000.00."

Tests of the Collector's records indicated that interest was generally collected in accordance with the foregoing resolutions.

Financial Records

Our audit of the books and accounts for Financial Administration determined the following conditions:

Finding 2018-01:

State Transportation Aid Receivable:

As reflected on Exhibit "A-12", nine receivables for State Transportation Aid remain uncollected as of December 31, 2018. The project appears to be complete and the collection of these funds should continue to be pursued. The receivable is for the year 2000.

The balances were investigated and the receivables are ineligible to be reimbursed because of the length of time that has lapsed. The Borough shall raise these amounts in the budget and be funded by other means over a period of time.

Payroll Account

The propriety of deductions from employee salaries for pensions, Social Security, withholding tax and other purposes from employee payrolls were not verified as part of this audit. Remittances of deductions and withholdings to authorized agencies, however, were ascertained. There is a balance of \$4,726.87 that is miscellaneous. The Borough is aware of this amount and is researching the situation. Appropriate action will be taken during the year 2019.

Fixed Assets

Finding 2018-02:

The Division of Local Government Services in the Department of Community Affairs in the State of New Jersey requires all municipalities in the state to establish and maintain sets of accounts and inventories reflecting costs of other valuations of all of its capital fixed assets, including land, buildings, improvements, machinery, furniture and equipment. Such accounts, to be included under "Capital Fixed Assets" would insure complete fiscal reliability of records, establish a basis for claims of losses and other insurance purposes, augment protective measures against the misuse or theft of property and furnish data on aging, anticipated life and other information on assets. Failure to maintain capital fixed asset records could jeopardize the Borough's eligibility for future Federal and State Grants. Although an inventory of movable capital fixed assets was undertaken in prior years, it has not been updated nor recorded for fiscal year 2018. The Borough will be seeking quotes for this service in 2019 and expects to have it implemented as of December 31, 2019.

Water and Sewer Funds

Finding 2018-03:

The Borough has a contract with the East Orange Water Commission (EOWC) to perform billings and collections of the water and sewer activity of the Borough. There was a difference between the bank reconciliations prepared by the EOWC and the Borough, individually. The difference occurred in October, 2018.

It is recommended:

That bank reconciliations as prepared by both the East Orange Water Commission and the Borough be in agreement on a monthly basis.

Revenue Collection Department

Municipal Court

A statutory report on the operations of the Municipal Court was prepared as part of our examination and copies were filed, under a separate cover, with the New Jersey Administrative Office of the Courts, Division of Local Government Services, the Municipal Court and the Borough Clerk.

Other Post-Employment Benefits

Local Finance Notices 2007-15, 2009-15 and GASB 75 require local units that provide non-pension benefits to retired employees, such as health insurance coverage, prescription or other benefits, to disclose the annual payment for currently retired employees and future cost for those employees in the Notes to the Financial Statements.

Those municipalities that are not members of the State Health Benefits Plan or other cost-sharing plans must obtain an actuarially calculated post-employment benefit on a periodic basis for inclusion in the Notes to the Financial Statements. The Borough of East Newark does not provide health insurance coverage for its retirees.

Corrective Action Plan

In accordance with regulations promulgated by the Single Audit Act and the Division of Local Government Services, all municipalities are required to prepare and submit to the Division of Local Government Services, a Corrective Action Plan with regard to audit deficiencies. This plan must be approved by formal resolution of the Governing Body and submitted within sixty (60) days from the date the audit is received. A Corrective Action Plan was not needed for the 2017 audit.

Status of Prior Years' Audit Recommendations

Not Applicable.

Miscellaneous

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

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

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

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

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

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

RECOMMENDATION

Water and Sewer Funds

That bank reconciliations as prepared by both the East Orange Water Commission and the Borough be in agreement on a monthly basis.

* * *

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

We shall be pleased to confer on any questions that might arise with respect to any matters in this report.

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

Respectfully submitted,

A handwritten signature in cursive script that reads "Samuel Klein and Company".

SAMUEL KLEIN AND COMPANY
CERTIFIED PUBLIC ACCOUNTANTS

A handwritten signature in cursive script that reads "Joseph J. Faccone".

JOSEPH J. FACCONI, RMA, PA

Newark, New Jersey
July 30, 2019

