

*Report of Audit*  
*on the*  
*Financial Statements*  
*of the*  
***City of Long Branch***  
*in the*  
*County of Monmouth*  
*New Jersey*  
*for the*  
*Year Ended*  
*December 31, 2020*

**CITY OF LONG BRANCH**

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CITY OF LONG BRANCH

PART I

INDEPENDENT AUDITOR'S REPORT ON  
AUDIT OF FINANCIAL STATEMENTS  
AND SUPPLEMENTARY SCHEDULES AND DATA

FINANCIAL STATEMENTS - REGULATORY BASIS - ALL FUNDS

NOTES TO FINANCIAL STATEMENTS - REGULATORY BASIS

SUPPLEMENTARY SCHEDULES - ALL FUNDS

YEAR ENDED DECEMBER 31, 2020 AND 2019



# SUPLEE, CLOONEY & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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## INDEPENDENT AUDITOR'S REPORT

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

### ***Report on the Financial Statements***

We have audited the accompanying balance sheets - regulatory basis of the various individual funds and account group of the City of Long Branch, as of December 31, 2020 and 2019, the related statement of operations and changes in fund balance - regulatory basis for the year then ended, and the related statement of revenues - regulatory basis and statement of expenditures - regulatory basis of the various individual funds for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the City's regulatory financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the regulatory basis of accounting 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 misstatements, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express an opinion on these regulatory financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the audit requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

## **SUPLEE, CLOONEY & COMPANY**

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

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 of the regulatory financial statements, the regulatory financial statements are prepared by the City of Long Branch on the basis of the financial reporting provisions 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 meet the requirements of New Jersey.

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

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

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the various individual funds and account group of the City of Long Branch as of December 31, 2020 and 2019, or the results of its operations and changes in fund balance for the years then ended or the revenues or expenditures for the year ended December 31, 2020.

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

In our opinion, the regulatory financial statements referred to above present fairly, in all material respects, the regulatory basis balance sheets of the various individual funds and account groups as of December 31, 2020 and 2019, the regulatory basis statement of operations and changes in fund balance for the year then ended and the regulatory basis statements of revenues and expenditures for the year ended December 31, 2020 in accordance with the basis of financial reporting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey as described in Note 1.

# SUPLEE, CLOONEY & COMPANY

## ***Other Matters***

### ***Other Information***

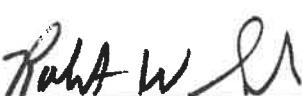
Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Long Branch's regulatory financial statements. The information included in the supplementary information, schedules and data listed in the table of contents as required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and the Schedule of Federal Awards are presented for purposes of additional analysis and are not a required part of the regulatory financial statements. The accompanying schedule of expenditures of federal awards as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards is also presented for purposes of additional analysis and is not a required part of the regulatory financial statements.

The supplemental information and schedules listed above and also listed in the table of contents are the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the regulatory financial statements. Such information has been subjected to the auditing procedures applied in the audit of the regulatory financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the regulatory financial statements or to the regulatory financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental information, schedules and data listed in the table of contents, as required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and the schedules of expenditures of federal awards are fairly stated, in all material respects, in relation to the regulatory financial statements as a whole.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated July 29, 2021 on our consideration of the City of Long Branch's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Long Branch's internal control over financial reporting and compliance.

  
CERTIFIED PUBLIC ACCOUNTANTS

  
REGISTERED MUNICIPAL ACCOUNTANT NO. 439

July 29, 2021

CURRENT FUND

"A"

CITY OF LONG BRANCH

CURRENT FUND

BALANCE SHEETS - REGULATORY BASIS

	<u>REF.</u>	BALANCE DECEMBER 31, 2020	BALANCE DECEMBER 31, 2019
<u>ASSETS</u>			
Current Fund			
Cash	A-4	\$ 26,531,340.16	\$ 24,418,594.88
Cash - Change Fund	A-12	1,250.00	1,550.00
		\$ 26,532,590.16	\$ 24,420,144.88
Receivables with Full Reserves:			
Delinquent Property Taxes Receivable	A-7	\$ 1,494,680.58	\$ 1,905,770.75
Tax Title Liens Receivable	A-8	94,066.53	85,610.39
Property Acquired for Taxes -			
Assessed Value	A-9	6,022,700.00	6,022,700.00
Revenue Accounts Receivable	A-10	31,003.97	44,988.74
Interfunds Receivable	A-13	335,706.56	200,000.00
	A	\$ 7,978,157.64	\$ 8,259,069.88
		\$ 34,510,747.80	\$ 32,679,214.76
Grant Fund:			
Grants Receivable	A-20	\$ 1,670,169.58	\$ 828,331.16
Interfunds Receivable	A-25	500,572.04	604,356.14
		\$ 2,170,741.62	\$ 1,432,687.30
		\$ 36,681,489.42	\$ 34,111,902.06
Liabilities:			
Appropriation Reserves	A-3:A-11	\$ 3,711,976.23	\$ 3,606,359.17
Accounts Payable	A-21	190,333.45	160,298.93
Encumbrances Payable	A-26	1,760,326.06	1,912,862.14
Prepaid Taxes	A-16	1,689,077.78	1,582,751.72
Tax Overpayments	A-17	64,900.90	52,499.04
Interfunds Payable	A-13	1,000,572.04	604,356.14
County Taxes Payable	A-18	54,177.45	55,920.60
Due to State and Local Agencies	A-14	27,213.09	20,061.09
Schedule of Various Reserves	A-15	363,211.25	363,211.25
Due State of New Jersey - Senior Citizens and Veterans Deductions	A-6	2,071.37	1,687.12
Group Term Life Insurance Premiums Payable	A-22	2,907.60	2,234.40
		\$ 8,866,767.22	\$ 8,362,241.60
Reserve for Receivables	A	7,978,157.64	8,259,069.88
Fund Balance	A-1	17,665,822.94	16,057,903.28
		\$ 34,510,747.80	\$ 32,679,214.76
Grant Fund:			
Reserve for:			
Grants-Appropriated	A-23	\$ 1,231,088.96	\$ 1,315,962.80
Grants-Unappropriated	A-24	104,911.76	79,931.37
Encumbrances Payable	A-26	834,740.90	36,793.13
		2,170,741.62	1,432,687.30
		\$ 36,681,489.42	\$ 34,111,902.06

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

CITY OF LONG BRANCH

CURRENT FUND

STATEMENTS OF OPERATIONS AND CHANGE  
IN FUND BALANCE - REGULATORY BASIS

	<u>REF.</u>		<u>YEAR ENDED DECEMBER 31, 2020</u>	<u>YEAR ENDED DECEMBER 31, 2019</u>
<u>REVENUE AND OTHER INCOME REALIZED</u>				
Fund Balance Utilized	A-2	\$ 4,417,133.91	\$ 4,417,133.91	
Miscellaneous Revenue Anticipated	A-2	14,140,271.44	14,454,586.44	
Receipts From Delinquent Taxes	A-2	1,894,084.83	1,460,767.38	
Receipts From Current Taxes	A-2	105,189,693.78	98,368,502.89	
Non-Budget Revenue	A-2	596,846.96	1,016,034.96	
Other Credits to Income:				
Unexpended Balance of Appropriation Reserves	A-11	2,036,525.53	2,378,354.00	
Accounts Payable Cancelled	A-21		24,244.75	
Interfunds Returned	A-13	200,000.00	106,020.00	
Reserve for Grants Appropriated Cancelled	A-23		212,569.34	
<u>Total Income</u>		\$ 128,474,556.45	\$ 122,438,213.67	
<u>EXPENDITURES</u>				
Budget Appropriations:				
Operations Within "CAPS"	A-3	\$ 42,510,091.77	\$ 41,211,315.35	
Deferred Charges and Statutory				
Expenditures-Municipal	A-3	6,237,447.02	6,113,104.00	
Operations Excluded From "CAPS"	A-3	3,239,272.58	2,778,658.45	
Capital Improvements	A-3	500,000.00	302,000.00	
Municipal Debt Service	A-3	6,670,766.96	7,112,727.75	
Refund of Prior Years' Revenue	A-4	5,129.00	1,537.95	
Senior Citizens' and Veterans' Disallowed	A-6	250.00	2,750.00	
Refund of Prior Years' Tax Revenue - Tax Appeals	A-17	62,863.20	86,260.30	
County Taxes	A-18	13,941,819.34	13,433,325.33	
County Share of Added and Omitted Taxes	A-18	54,177.45	55,920.60	
Local District School Tax	A-19	48,891,979.00	45,662,049.00	
Interfunds Advanced	A-13	335,706.56	200,000.00	
Grants Receivable Cancelled	A-20		192,228.50	
<u>Total Expenditures</u>		\$ 122,449,502.88	\$ 117,151,877.23	
Excess in Revenue		\$ 6,025,053.57	\$ 5,286,336.44	
Fund Balance, January 1	A	\$ 16,057,903.28	\$ 15,188,700.75	
Decreased by:		\$ 22,082,956.85	\$ 20,475,037.19	
Utilized as Anticipated Revenue	A-1:A-2	4,417,133.91	4,417,133.91	
Fund Balance, December 31	A	\$ 17,665,822.94	\$ 16,057,903.28	

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

CITY OF LONG BRANCH

CURRENT FUND

STATEMENT OF REVENUES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020

	<u>REF.</u>	<u>BUDGET</u>	<u>ANTICIPATED SPECIAL N.J.S. 40A:4-87</u>	<u>REALIZED</u>	<u>EXCESS/ DEFICIT</u>
Fund Balance Appropriated	A-1	\$ 4,417,133.91		\$ 4,417,133.91	
Miscellaneous:					
Licenses:					
Alcoholic Beverage	A-10	\$ 45,000.00	\$ 56,859.00	\$ 11,859.00	
Other	A-2	\$ 72,000.00	\$ 32,051.00	\$ (39,949.00)	
Fees and Permits:					
Other	A-2	400,000.00	450,879.64	50,879.64	
Fines and Costs-Municipal Court	A-10	550,000.00	457,705.24	(92,294.76)	
Interest and Costs on Taxes	A-10	331,000.00	486,344.55	155,344.55	
Parking Meters	A-10	1,100,000.00	1,770,801.72	670,801.72	
Interest on Investments and Deposits	A-10	300,000.00	181,423.02	(118,576.98)	
Bathing Beach Fees	A-10	1,500,000.00	3,271,952.00	1,771,952.00	
Cable T.V. Franchise Tax	A-10	145,289.00	145,289.77	0.77	
Uniform Fire Safety Code Fees	A-10	138,000.00	122,186.00	(15,814.00)	
Consolidated Municipal Property Tax Relief Act	A-10	502,030.00	502,030.00		
Energy Receipts Tax	A-10	3,786,103.00	3,786,103.00		
Uniform Construction Code Fees	A-10	700,000.00	859,452.00	159,452.00	
West Long Branch Finance Department	A-10	70,359.00	70,359.00		
West Long Branch Information Technology Dept.	A-10	32,640.00	32,640.00		
NJDOT FY20 Local Infrastructure Fund	A-20		250,000.00	250,000.00	
Corona Virus Grant	A-20		34,913.00	34,913.00	
Safe and Secure Communities Program	A-20	60,000.00	60,000.00		
Monmouth County Office on Aging - Senior Citizen Program	A-20	25,000.00	25,000.00		
Senior Citizen Center CARES Program	A-20		46,081.00	46,081.00	
Edward Byrne Memorial Justice Assistance Grant - 2020	A-20		9,752.00	9,752.00	
State of NJ Healthy Community Netowrk Grant	A-20	10,000.00	10,000.00		
US Department of Justice Body Worn Camera	A-20	52,500.00	52,500.00		
Environmental Commissions Grant	A-20	1,000.00	1,000.00		
State of NJ Body Armor Replacement Fund	A-20	8,557.71	8,557.71		
US Department of Justice Bulletproof Vest Program	A-20	7,561.89	7,561.89		
FY 2020 Municipal Aid (DOT) Transit Village	A-20		475,000.00	475,000.00	
Uniform Fire Safety Act	A-10	54,000.00	56,609.21	2,609.21	
Reserve for Premium on Bond Sale (General Capital Reserve)	A-10	323,811.00	323,811.00		
Municipal Occupancy Tax (Hotel/Motel)	A-10	450,000.00	553,409.69	103,409.69	
	A-1	<u>10,664,851.60</u>	<u>815,746.00</u>	<u>14,140,271.44</u>	<u>2,659,673.84</u>
Receipts From Delinquent Taxes	A-1	<u>1,891,413.81</u>		<u>1,894,084.83</u>	<u>2,671.02</u>
Property Tax for Support of Municipal Budget					
Appropriations-Local Tax for Municipal Purposes	A-2:A-7	<u>41,667,169.64</u>		<u>42,600,231.99</u>	<u>933,062.35</u>
Minimum Library Tax	A-2:A-7	<u>1,750,050.00</u>		<u>1,750,050.00</u>	<u>933,062.35</u>
		<u>43,417,219.64</u>		<u>44,350,281.99</u>	<u>933,062.35</u>
<b>Budget Totals</b>		<b>60,390,618.96</b>	<b>815,746.00</b>	<b>64,801,772.17</b>	<b>3,595,407.21</b>
Non-Budget Revenues	A-1:A-2			<u>596,846.96</u>	<u>596,846.96</u>
		<u>\$ 60,390,618.96</u>	<u>\$ 815,746.00</u>	<u>\$ 65,398,619.13</u>	<u>\$ 4,192,254.17</u>
	<u>REF.</u>	<u>A-3</u>		<u>A-3</u>	

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

CITY OF LONG BRANCH

CURRENT FUND

STATEMENT OF REVENUES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020

	<u>REF.</u>	
Allocation of Current Tax Collections:		
Collections on a Cash Basis	A-7	\$ 105,189,693.78
Allocated to:		
School and County Taxes		<u>62,887,975.79</u>
Support of Municipal Budget Appropriations		42,301,717.99
Add: Appropriation Reserve for Uncollected Taxes	A-3	<u>2,048,564.00</u>
Amount for Support of Municipal Budget Appropriations	A-2	\$ <u>44,350,281.99</u>
Licenses:		
Clerk	A-10	\$ 2,240.00
Board of Health	A-10	26,561.00
Police	A-10	<u>3,250.00</u>
	A-2	\$ <u>32,051.00</u>
Fees and Permits Other:		
Police Department	A-10	\$ 4,575.00
Certificate of Occupancy	A-10	179,270.00
Street and Sidewalk Opening	A-10	41,130.00
Planning Board	A-10	5,975.00
Zoning Board	A-10	26,653.64
Board of Health	A-10	127,630.00
Tax Collector	A-10	1,886.00
Recreation - Beach Lockers	A-10	50,650.00
Clerk	A-10	<u>13,110.00</u>
	A-2	\$ <u>450,879.64</u>

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

CITY OF LONG BRANCH

CURRENT FUND

STATEMENT OF REVENUES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020

REF.

ANALYSIS OF NON-BUDGET REVENUE

Miscellaneous Revenue Not Anticipated:

Park Fees - Recreation	\$ 204,635.00
Taxi Inspection Fees	3,675.00
Beach Raking Overtime	4,000.00
City Clerk	2,588.00
Police Department	5,101.45
Long Branch Housing Authority	152,768.00
Public Works Dumpster Rentals	5,250.00
Bid Deposit	4,500.00
Monmouth University Voluntary Pilot Agreement	75,825.00
Senior Citizens and Veterans Administrative Fee	1,957.69
Cottage/Bath Avenue Concessions	31,500.00
West End Concessions	5,280.00
Woodrow Wilson PILOT	28,107.00
Gregory School Urban Renewal	24,370.84
PILOT - Gregory School NJHMFA	12,629.67
Life Guard Contract	10,000.00
Forfeited Tax Sale Premium	14,000.00
Miscellaneous	<u>10,659.31</u>

A-2;A-4

\$ 596,846.96

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

CITY OF LONG BRANCH

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020

<u>OPERATIONS WITHIN "CAPS"</u>	<u>APPROPRIATIONS</u>			<u>EXPENDED</u>		<u>UNEXPENDED BALANCE CANCELED</u>
	<u>BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>		<u>PAID OR CHARGED</u>	<u>RESERVED</u>	
General Administration						
Office of the Chief Executive Mayor						
Salaries and Wages	\$ 70,000.00	\$ 70,000.00	\$ 63,867.83	\$ 6,132.17	\$	
Other Expenses	9,700.00	9,700.00	4,241.52		5,458.48	
Office of the Chief Administrator						
Salaries and Wages	438,000.00	440,000.00	425,737.01		14,262.99	
Other Expenses	34,400.00	34,400.00	10,808.00		23,592.00	
Miscellaneous Other Expenses	8,860.00	8,860.00	840.00		8,020.00	
Miscellaneous Other Expenses (Green Programs)	3,500.00	3,500.00			3,500.00	
Miscellaneous Other Expenses - MIS	191,226.00	191,226.00	189,470.94		1,755.06	
Miscellaneous Other Expenses - Special Events	145,000.00	45,000.00	20,293.76		24,706.24	
Division of Personnel						
Salaries and Wages	136,000.00	136,000.00	128,804.07		7,195.93	
Other Expenses	2,100.00	2,100.00	983.91		1,116.09	
Salaries and Wages	55,000.00	55,000.00	35,162.96		19,837.04	
Office of Emergency Management						
Salaries and Wages	7,500.00	7,500.00	7,242.38		257.62	
Other Expenses	46,664.00	46,664.00	43,290.12		3,373.88	
Office of the City Council						
Salaries and Wages	17,500.00	17,500.00	16,497.11		1,002.89	
Other Expenses	1,850.00	1,850.00	201.09		1,648.91	
Office of the City Attorney						
Salaries and Wages (Prosecutor/Asst. City Att)	30,000.00	30,000.00	28,969.26		1,030.74	
Other Expenses	455,000.00	455,000.00	432,748.43		22,251.57	
Miscellaneous Other Expenses (Labor Counsel)	125,000.00	125,000.00	83,420.68		41,579.32	
Miscellaneous Other Expenses (Planning Bd. Att)	6,000.00	6,500.00	6,300.00		200.00	
Miscellaneous Other Expenses (Zoning Bd. Att)	10,000.00	9,500.00	5,000.00		4,500.00	
Miscellaneous Other Expenses (Prosecutor/Asst. City Att)	1,000.00	1,000.00			1,000.00	

CITY OF LONG BRANCH

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020

<u>OPERATIONS WITHIN "CAPS"</u>	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>		<u>UNEXPENDED BALANCE CANCELED</u>
	<u>BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>RESERVED</u>	
Office of the City Clerk					
Salaries and Wages	\$ 246,000.00	\$ 291,000.00	\$ 251,163.73	\$ 39,836.27	\$
Other Expenses	29,151.52	29,151.52	19,855.93	9,295.59	
Misc. Other Expenses	51,680.00	36,680.00	32,736.95	3,943.05	
Department of Finance					
Office of the Director					
Salaries and Wages	174,000.00	174,000.00	163,903.43	10,096.57	
Other Expenses	25,000.00	25,000.00	10,877.52	14,122.48	
Division of Accounts and Control					
Salaries and Wages	435,000.00	435,000.00	399,728.84	35,271.16	
Other Expenses	45,175.00	45,175.00	42,960.81	2,214.19	
Misc. Other Expenses (Audit Services)	74,500.00	74,500.00	74,500.00		
Office of the Tax Collector					
Salaries and Wages	228,000.00	228,000.00	219,635.60	8,364.40	
Other Expenses	24,000.00	24,000.00	16,285.60	7,714.40	
Division of Purchasing					
Salaries and Wages	219,000.00	219,000.00	204,620.28	14,379.72	
Other Expenses	11,480.00	11,480.00	7,113.95	4,366.05	
Central Reproduction					
Other Expenses	6,600.00	6,600.00	1,243.97	5,356.03	
Central Postage					
Other Expenses	72,500.00	22,500.00	19,456.91	3,043.09	
Insurance:					
Employee Group Plan	4,604,041.00	4,454,041.00	4,308,855.06	145,185.94	
Health Benefit Waiver Costs	115,000.00	115,000.00	100,517.82	14,482.18	
General Liability	837,458.00	837,458.00	556,464.00	280,994.00	
Workers Compensation	1,066,520.00	1,066,520.00	1,003,248.02	63,271.98	

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

CITY OF LONG BRANCH

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020

<u>OPERATIONS WITHIN "CAPS"</u>	<u>APPROPRIATIONS</u>			<u>EXPENDED</u>		<u>UNEXPENDED BALANCE CANCELED</u>
	<u>BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>		<u>PAID OR CHARGED</u>	<u>RESERVED</u>	
<u>Department of Public Works</u>						
Office of the Director						
Salaries and Wages	\$ 456,500.00	\$ 456,500.00		\$ 428,009.64	\$ 28,490.36	\$
Other Expenses	30,000.00	30,000.00		28,888.37	1,111.63	
Division of Street Construction & Maintenance						
Salaries and Wages	1,140,000.00	1,140,000.00		1,075,455.66	64,544.34	
Other Expenses	330,750.00	357,750.00		276,338.91	81,411.09	
Office of the City Engineer						
Other Expenses	210,000.00	260,000.00		253,000.00	7,000.00	
Municipal Garage						
Salaries and Wages	482,000.00	482,000.00		459,516.11	22,483.89	
Other Expenses	481,550.00	481,550.00		468,710.66	12,839.34	
Division of Parks						
Salaries and Wages	342,000.00	342,000.00		314,244.31	27,755.69	
Other Expenses	60,500.00	60,500.00		58,026.57	2,473.43	
Division of Public Facilities						
Salaries and Wages	1,051,000.00	1,051,000.00		943,178.71	107,821.29	
Other Expenses	208,850.00	208,850.00		201,841.29	7,008.71	
Division of Solid Waste/Recycling						
Salaries and Wages	1,566,000.00	1,686,000.00		1,594,422.45	91,577.55	
Other Expenses	31,250.00	31,250.00		26,905.79	4,344.21	
Disposal Costs (Sanitation & Recycling)						
Other Expenses	1,696,700.00	1,966,700.00		1,917,177.24	49,522.76	
<u>Department of the Police Chief</u>						
Office of the Police Chief						
Salaries and Wages	239,000.00	239,000.00		235,383.20	3,616.80	
Other Expenses	9,450.00	9,450.00		9,033.96	416.04	

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

CITY OF LONG BRANCH

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020

OPERATIONS WITHIN "CAPS"	APPROPRIATIONS		EXPENDED		UNEXPENDED BALANCE CANCELED
	BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	RESERVED	
<u>Division of Police</u>					
Salaries and Wages	\$ 11,200,000.00	\$ 11,260,000.00	\$ 11,036,223.89	\$ 223,776.11	\$
Other Expenses	765,543.53	765,543.53	764,163.41	1,380.12	
<u>Police Dispatch</u>					
Salaries and Wages	450,000.00	457,000.00	438,552.56	18,447.44	
<u>School Traffic Guards</u>					
Salaries and Wages	190,000.00	190,000.00	158,101.46	31,898.54	
Other Expenses	1,310.00	1,310.00	679.36	630.64	
<u>Traffic Control</u>					
Salaries and Wages	280,000.00	290,000.00	279,297.07	10,702.93	
Other Expenses	32,416.00	32,416.00	31,894.43	521.57	
Miscellaneous Other Expenses (Parking Meters)	195,000.00	195,000.00	191,519.58	3,480.42	
<u>Division of Fire</u>					
Salaries and Wages	2,790,000.00	2,790,000.00	2,664,812.53	125,187.47	
Other Expenses	208,955.42	208,955.42	208,031.51	923.91	
Miscellaneous Other Expenses (Chief Honorariums)	4,500.00	4,500.00	4,500.00		
Miscellaneous Other Expenses (Appraisals)	15,000.00				
Fire House Rental	32,100.00	32,100.00		32,100.00	
Miscellaneous Other Expenses	24,000.00	24,000.00	21,915.93	2,084.07	
Contribution to Volunteer First Aid Squads					
Other Expenses	80,000.00	80,000.00	80,000.00		
Uniform Fire Safety (Chapter 383, P.L. 1983)					
Salaries and Wages	598,000.00	598,000.00	554,032.64	43,967.36	
Other Expenses	29,267.00	29,267.00	14,906.22	14,360.78	
Miscellaneous Other Expenses	133,150.00	133,150.00	130,906.92	2,243.08	

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

CITY OF LONG BRANCH

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020

<u>OPERATIONS WITHIN "CAPS"</u>	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>		<u>UNEXPENDED BALANCE CANCELED</u>
	<u>BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>RESERVED</u>	
Department of Health					
Office of the Director					
Salaries and Wages	\$ 473,000.00	\$ 494,000.00	\$ 471,119.75	\$ 22,880.25	\$
Other Expenses	76,852.00	76,852.00	67,318.12	9,533.88	
Miscellaneous Other Expenses (Contractual)					
Bloodborne Pathogen Immunization	1,200.00	1,200.00		1,200.00	
Animal Control Subsidy (to Trust)	260,000.00	105,200.00		105,200.00	
Public Health Consortium	11,960.00	11,960.00	11,960.00		
Bureau of Welfare					
Miscellaneous Other Expenses (Relocation)	9,000.00				
Department of Recreation					
Office of the Director					
Salaries and Wages	312,000.00	327,000.00	312,662.64	14,337.36	
Other Expenses	23,800.00	23,800.00	19,033.09	4,766.91	
Miscellaneous Other Expenses	16,150.00	16,150.00	12,400.20	3,749.80	
Bureau of Recreation					
Salaries and Wages	79,000.00	79,000.00	72,888.72	6,111.28	
Other Expenses	47,200.00	47,200.00	40,686.63	6,513.37	
Miscellaneous Other Expenses (Celebrations)	47,500.00	47,500.00	10,221.36	37,278.64	
Bureau of Conservation (Beaches)					
Salaries and Wages	893,000.00	893,000.00	823,141.11	69,858.89	
Other Expenses	110,550.00	110,550.00	108,923.79	1,626.21	
Office of Senior Citizen Activities					
Salaries and Wages	77,000.00	77,000.00	33,229.45	43,770.55	
Other Expenses	36,700.00	36,700.00	36,699.30	0.70	
Environmental Commission					
Other Expenses	6,000.00	6,000.00	60.00	5,940.00	
Miscellaneous - Other Expenses (Matching Funds)	4,000.00	4,000.00		4,000.00	
Office of Cable Television Commission					
Other Expenses	23,600.00	23,600.00		23,600.00	

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

CITY OF LONG BRANCH

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020

<u>OPERATIONS WITHIN "CAPS"</u>	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>		<u>UNEXPENDED BALANCE CANCELED</u>
	<u>BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>RESERVED</u>	
Urban Enterprise Zone					
Salaries and Wages	\$ 60,000.00	\$ 60,000.00	\$ 59,933.97	\$ 66.03	\$
Other Expenses	3,980.00	3,980.00	3,595.63	384.37	
Long Branch Arts Council					
Other Expenses	21,000.00	21,000.00		21,000.00	
Long Branch Parking Authority					
Other Expenses	2,500.00	2,500.00		2,500.00	
Planning Board					
Other Expenses	7,335.00	7,335.00	62.00	7,273.00	
Miscellaneous Other Expenses (Retainer)	6,000.00	6,000.00		6,000.00	
Zoning Board of Adjustment					
Other Expenses	6,435.00	6,435.00	1,684.00	4,751.00	
Miscellaneous Other Expenses (Retainer)	12,000.00	12,000.00	7,000.00	5,000.00	
Department of Building & Development					
Office of the Director					
Salaries and Wages	130,050.00	130,050.00	129,487.00	563.00	
Other Expenses	7,500.00	7,500.00	7,500.00		
Miscellaneous Other Expenses (Demolition)	120,000.00				
Office of the Construction Official					
Salaries and Wages	531,000.00	606,000.00	577,271.66	28,728.34	
Other Expenses	27,470.00	127,470.00	103,587.51	23,882.49	
Miscellaneous Other Expenses	172,200.00	172,200.00	144,680.14	27,519.86	
Office of Planning					
Salaries and Wages	214,000.00	214,000.00	194,898.74	19,101.26	
Other Expenses	15,020.00	15,020.00	13,846.68	1,173.32	
Miscellaneous Other Expenses (Redevelopment)	100,000.00				
Office of the Tax Assessor					
Salaries and Wages	316,000.00	316,000.00	287,596.05	28,403.95	
Other Expenses	7,575.00	7,575.00	5,763.02	1,811.98	
Miscellaneous Other Expenses	69,200.00	69,200.00	65,573.47	3,626.53	

CITY OF LONG BRANCH

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020

<u>OPERATIONS WITHIN "CAPS"</u>	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>		<u>UNEXPENDED BALANCE CANCELED</u>
	<u>BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>RESERVED</u>	
Municipal Court					
Salaries and Wages	\$ 436,500.00	\$ 416,500.00	\$ 390,301.80	\$ 26,198.20	\$
Other Expenses	165,517.30	165,517.30	156,910.21	8,607.09	
Municipal Public Defender					
Salaries and Wages	22,000.00	22,000.00	18,778.66	3,221.34	
Salary Adjustments					
Salaries and Wages	50,000.00	50,000.00		50,000.00	
Utilities					
Electricity	245,000.00	245,000.00	207,523.51	37,476.49	
Telephone	180,000.00	188,600.00	176,651.15	11,948.85	
Natural Gas	60,000.00	72,000.00	63,360.60	8,639.40	
Street Lighting	445,000.00	430,000.00	370,907.47	59,092.53	
Fire Hydrant Service	205,000.00	212,400.00	193,905.38	18,494.62	
Water	65,000.00	85,000.00	78,047.03	6,952.97	
Sewer	13,000.00	13,000.00	9,355.45	3,644.55	
Diesel Fuel	250,000.00	250,000.00	126,335.18	123,664.82	
Gasoline	275,000.00	275,000.00	194,280.26	80,719.74	
Accumulated Leave Compensation					
Salaries and Wages	350,000.00	234,900.00		234,900.00	
<b>TOTAL OPERATIONS (INCLUDING CONTINGENT) WITHIN "CAPS"</b>	<b>42,523,991.77</b>	<b>42,510,091.77</b>	<b>\$ 39,418,868.60</b>	<b>\$ 3,091,223.17</b>	

CITY OF LONG BRANCH

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020

	APPROPRIATIONS		EXPENDED		UNEXPENDED BALANCE CANCELED
	BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	RESERVED	
<u>OPERATIONS WITHIN "CAPS"</u>					
DEFERRED CHARGES AND STATUTORY <u>EXPENDITURES-MUNICIPAL WITHIN "CAPS"</u>					
Statutory Expenditures:					
Contribution to:					
Public Employees' Retirement System	\$ 1,403,885.48	\$ 1,403,885.48	\$ 1,403,885.48	\$	\$
Social Security System (O.A.S.I.)	1,090,000.00	1,090,000.00	1,080,797.49	9,202.51	
Police and Firemen's Retirement System of NJ	3,723,561.54	3,723,561.54	3,723,561.54		
Unemployment Insurance	10,000.00	10,000.00	10,000.00		
DCRP	10,000.00	10,000.00	8,483.57	1,516.43	
TOTAL DEFERRED CHARGES AND STATUTORY <u>EXPENDITURES-MUNICIPAL WITHIN "CAPS"</u>	6,237,447.02	6,237,447.02	\$ 6,226,728.08	10,718.94	
TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES WITHIN "CAPS"	48,761,438.79	48,747,538.79	\$ 45,645,596.68	3,101,942.11	
<u>OPERATIONS-EXCLUDED FROM "CAPS"</u>					
Maintenance of Free Public Library					
Other Expenses	1,750,050.00	1,750,050.00	1,170,172.51	579,877.49	
Disposal Costs (Sanitation & Recycling					
Other Expenses (Recycling Tax)	44,000.00	44,000.00	44,000.00		
TOTAL OTHER OPERATIONS EXCLUDED FROM "CAPS"	1,794,050.00	1,794,050.00	1,214,172.51	579,877.49	

CITY OF LONG BRANCH

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020

<u>OPERATIONS-EXCLUDED FROM "CAPS"</u>	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>		<u>UNEXPENDED BALANCE CANCELED</u>
	<u>BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>RESERVED</u>	
INTERLOCAL MUNICIPAL SERVICE AGREEMENTS:					
Implementation of "911" System					
Monmouth County					
Other Expenses	\$ 140,372.98	\$ 140,372.98	\$ 128,199.00	\$ 12,173.98	\$
West Long Branch Finance Dept.					
Other Expenses	70,359.00	70,359.00	68,543.50	1,815.50	
West Long Branch Information Technology Dept.					
Other Expenses	32,640.00	32,640.00	32,114.26	525.74	
TOTAL INTERLOCAL MUNICIPAL SERVICE AGREEMENTS	243,371.98	243,371.98	228,856.76	14,515.22	
PUBLIC AND PRIVATE PROGRAMS					
OFFSET BY REVENUES:					
County of Monmouth					
Office on Aging Grant Senior Citizen Program					
County Share	25,000.00	71,081.00	71,081.00		
Local Share	221,485.00	221,485.00	221,485.00		
State of New Jersey					
Safe & Secure Grant	60,000.00	60,000.00	60,000.00		
Office of Justice Programs					
Edward Byrne Memorial Justice Assistance (40A:4-87 +\$9,752.00)		9,752.00	9,752.00		
State of New Jersey					
Division of Criminal Justice					
Body Armor Replacement	8,557.71	8,557.71	8,557.71		

CITY OF LONG BRANCH

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020

	APPROPRIATIONS		EXPENDED		UNEXPENDED BALANCE CANCELED
	BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	RESERVED	
<u>OPERATIONS-EXCLUDED FROM "CAPS"</u>					
PUBLIC AND PRIVATE PROGRAMS					
OFFSET BY REVENUES (Continued):					
NJDOT FY20 Local Aid Infrastructure (40A:4-87 +\$250,000.00)	\$	\$ 250,000.00	\$ 250,000.00	\$	\$
State of New Jersey					
HCN Grant	10,000.00	10,000.00	10,000.00		
Environmental Commission Grant	1,000.00	1,000.00	1,000.00		
NJDOT FY20 Transit Village (40A:4-87 +475,000.00)		475,000.00	475,000.00		
U.S. Dept. of Justice					
Bulletproof Vest Partnership	7,561.89	7,561.89	7,561.89		
U.S. Dept. of Justice FY20 Coronavirus (40A:4-87 +34,913.00)		34,913.00	34,913.00		
FY19 Body Camera Policy Implementation Program	52,500.00	52,500.00	52,500.00		
TOTAL PUBLIC AND PRIVATE PROGRAMS OFFSET BY REVENUES	386,104.60	1,201,850.60	1,201,850.60		
<u>TOTAL OPERATIONS-EXCLUDED FROM "CAPS"</u>	\$ 2,423,526.58	\$ 3,239,272.58	\$ 2,644,879.87	\$ 594,392.71	\$
<u>CAPITAL IMPROVEMENTS EXCLUDED FROM "CAPS"</u>					
Capital Improvement Fund	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$	\$
Division of Police Parking Meters	100,000.00	100,000.00	99,520.00		480.00
Beach Equipment	100,000.00	100,000.00	91,553.75		8,446.25
Improvements to City Buildings	200,000.00	200,000.00	193,284.84		6,715.16
TOTAL CAPITAL IMPROVEMENTS - EXCLUDED FROM "CAPS"	\$ 500,000.00	\$ 500,000.00	\$ 484,358.59	\$ 15,641.41	\$

CITY OF LONG BRANCH

CURRENT FUND

STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2020

MUNICIPAL DEBT SERVICE EXCLUDED FROM "CAPS"

Payment of Bond Principal  
Payment of Bond Anticipation Notes and Capital Notes  
Interest on Bonds  
Interest on Notes  
Green Trust Loan Program:  
Loan Repayments for Principal and Interest

	APPROPRIATIONS		EXPENDED		UNEXPENDED BALANCE CANCELED
	BUDGET	BUDGET AFTER MODIFICATION	PAID OR CHARGED	RESERVED	
Payment of Bond Principal	\$ 4,355,000.00	\$ 4,355,000.00	\$ 4,355,000.00	\$	\$
Payment of Bond Anticipation Notes and Capital Notes	\$ 99,000.00	\$ 99,000.00	\$ 99,000.00		
Interest on Bonds	1,749,479.59	1,771,279.59	1,771,179.50		100.09
Interest on Notes	375,000.00	367,100.00	367,065.24		34.76
Green Trust Loan Program:					
Loan Repayments for Principal and Interest	78,610.00	78,610.00	78,522.22		87.78
<b>TOTAL MUNICIPAL DEBT SERVICE EXCLUDED FROM "CAPS"</b>	<b>6,657,089.59</b>	<b>6,670,989.59</b>	<b>\$ 6,670,766.96</b>		<b>222.63</b>

TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL  
PURPOSES EXCLUDED FROM "CAPS"

\$ 9,580,616.17	\$ 10,410,262.17	\$ 9,800,005.42	\$ 610,034.12	\$ 222.63
58,342,054.96	59,157,800.96	55,445,602.10	3,711,976.23	
2,048,564.00	2,048,564.00	2,048,564.00		
<b>\$ 60,390,618.96</b>	<b>\$ 61,206,364.96</b>	<b>\$ 57,494,166.10</b>	<b>\$ 3,711,976.23</b>	<b>\$ 222.63</b>

REF. A-2 A-1 A:A-1

Appropriation by 40A:4-87  
Budget

A-2	\$ 815,746.00
A-3	<u>\$ 60,390,618.96</u>
	<u>\$ 61,206,364.96</u>

Grants Appropriated  
Reserve for Uncollected Taxes  
Encumbrances Payable  
Disbursed

A-23	\$ 1,201,850.60
A-2	2,048,564.00
A-26	1,760,326.06
A-4	54,381,100.42
A-4	\$ 59,391,841.08
	<u>1,897,674.98</u>
	<u>\$ 57,494,166.10</u>

Less: Reimbursed

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TRUST FUND

CITY OF LONG BRANCH  
TRUST FUND  
BALANCE SHEETS-REGULATORY BASIS

<u>ASSETS</u>	<u>REF.</u>	<u>BALANCE DECEMBER 31, 2020</u>	<u>BALANCE DECEMBER 31, 2019</u>
Animal Control Fund:			
Cash	B-1	\$ 166,408.43	\$ 106,691.98
Trust - Other Fund:			
Cash	B-1	\$ 11,220,561.36	\$ 8,412,601.60
Interfund - Current Fund	B-10	\$ 500,000.00	\$ 11,720,561.36
Housing and Community Development Fund:			
Cash	B-1	\$ 33,019.89	\$ 32,650.23
Grant Funds Receivable	B-4	\$ 1,157,902.56	\$ 654,231.45
		\$ 1,190,922.45	\$ 686,881.68
Self Insurance Trust Fund:			
Cash	B-1	\$ 500,066.79	\$ 74,149.22
Payroll Fund:			
Cash	B-1	\$ 288,023.47	\$ 41,473.50
		\$ 13,865,982.50	\$ 9,321,797.98
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>			
Animal Control Fund:			
Due State of New Jersey	B-2	\$ 42.60	\$ 23.40
Encumbrances Payable	B-9	\$ 35,979.08	\$ 25,379.39
Reserve for Animal Control Fund Expenditures	B-3	\$ 130,386.75	\$ 81,289.19
		\$ 166,408.43	\$ 106,691.98
Trust Other Fund:			
Encumbrances Payable	B-9	\$ 903,999.12	\$ 105,053.45
Due Current Fund	B-10		
Reserve for:			
Miscellaneous Deposits	B-5	\$ 10,816,562.24	\$ 8,307,548.15
		\$ 11,720,561.36	\$ 8,412,601.60
Housing and Community Development Fund:			
Encumbrances Payable	B-9	\$ 225,681.92	\$ 116,920.53
Due Current Fund	B-10	\$ 335,706.56	\$ 200,000.00
Grant Fund Reserves	B-6	\$ 629,533.97	\$ 369,961.15
		\$ 1,190,922.45	\$ 686,881.68
Self Insurance Trust Fund:			
Encumbrances Payable	B-9	\$ 14,021.23	\$ 27,193.00
Reserve for Self Insurance	B-8	\$ 486,045.56	\$ 46,956.22
		\$ 500,066.79	\$ 74,149.22
Payroll Fund:			
Payroll Deductions Payable	B-7	\$ 288,023.47	\$ 41,473.50
		\$ 13,865,982.50	\$ 9,321,797.98

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

GENERAL CAPITAL FUND

"C"

CITY OF LONG BRANCH

GENERAL CAPITAL FUND

BALANCE SHEETS-REGULATORY BASIS

	<u>REF.</u>	<u>BALANCE DECEMBER 31, 2020</u>	<u>BALANCE DECEMBER 31, 2019</u>
<u>ASSETS</u>			
Cash	C-2:C-3	\$ 4,783,656.00	\$ 3,629,905.14
Grants Receivable	C-4	312,000.00	312,000.00
Deferred Charges to Future Taxation:			
Funded	C-5	63,051,092.71	47,526,057.00
Unfunded	C-6	31,901,066.42	<u>47,635,566.42</u>
		\$ <u>100,047,815.13</u>	\$ <u>99,103,528.56</u>

LIABILITIES, RESERVES AND FUND BALANCE

Improvement Authorizations:			
Funded	C-7	\$ 2,881,566.11	\$ 2,787,841.35
Unfunded	C-7	23,198,965.10	23,796,593.86
Serial Bonds Payable	C-8	62,501,000.00	46,906,000.00
Green Acres Loan Payable	C-9	550,092.71	620,057.00
Bond Anticipation Note Payable	C-10	5,787,000.00	21,082,000.00
Various Reserves	C-11	1,241,531.55	335,933.05
Capital Improvement Fund	C-12	399,938.02	528,438.02
Contracts Payable	C-13	3,475,599.59	3,046,665.28
Fund Balance	C-1	12,122.05	
		\$ <u>100,047,815.13</u>	\$ <u>99,103,528.56</u>

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

"C-1"

CITY OF LONG BRANCH

GENERAL CAPITAL FUND

STATEMENT OF FUND BALANCE-REGULATORY BASIS

REF.

**Increased by:**

Various Reserves Cancelled

C-11

12,122.05

Balance, December 31, 2020

C

\$ 12,122.05

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

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PUBLIC ASSISTANCE TRUST FUND

"D"

CITY OF LONG BRANCH  
PUBLIC ASSISTANCE FUND  
BALANCE SHEETS - REGULATORY BASIS

	<u>REF.</u>	<u>BALANCE DECEMBER 31, 2020</u>	<u>BALANCE DECEMBER 31, 2019</u>
<u>ASSETS</u>			
Cash	D-1	\$ 28,983.14	\$ 28,983.14
<u>TOTAL ASSETS</u>		<u>\$ 28,983.14</u>	<u>\$ 28,983.14</u>
<u>LIABILITIES AND RESERVE</u>			
Reserve for Expenditures		\$ 28,983.14	\$ 28,983.14
<u>TOTAL LIABILITIES AND RESERVES</u>		<u>\$ 28,983.14</u>	<u>\$ 28,983.14</u>

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

GENERAL FIXED ASSET ACCOUNT GROUP

"F"

CITY OF LONG BRANCH

GENERAL FIXED ASSET ACCOUNT GROUP

BALANCE SHEET-REGULATORY BASIS

	BALANCE DECEMBER <u>31, 2020</u>	BALANCE DECEMBER <u>31, 2019</u>
<b><u>FIXED ASSETS</u></b>		
Land and Improvements	\$ 66,903,000.00	\$ 19,032,143.35
Buildings and Improvements	10,396,100.00	10,396,100.00
Machinery and Equipment	10,352,520.00	8,660,813.00
Vehicles	<u>13,957,224.00</u>	<u>13,542,345.00</u>
<b><u>TOTAL FIXED ASSETS</u></b>	<b><u>\$ 101,608,844.00</u></b>	<b><u>\$ 51,631,401.35</u></b>
<b><u>RESERVE</u></b>		
Investments in General Fixed Assets	<u>\$ 101,608,844.00</u>	<u>\$ 51,631,401.35</u>

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

NOTES TO FINANCIAL STATEMENTS

## CITY OF LONG BRANCH

### NOTES TO FINANCIAL STATEMENTS YEAR ENDED DECEMBER 31, 2020 AND 2019

#### **NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

##### **A. Reporting Entity**

The City of Long Branch, County of Monmouth, New Jersey (hereafter referred to as the "City") is governed under the Mayor and Council Plan A under the Optional Municipal Charter Law. The governing body consists of a Mayor and a 5-member City Council. The legislative power of the City is exercised by the City Council, except as may be otherwise provided by general law. The executive power of the City is exercised by the Mayor. Within the Office of the Mayor is the Business Administrator. Administrative responsibilities are assigned to the Business Administrator. Policy is determined by the City Council and the Business Administrator is responsible for carrying out such policy.

Except as noted below, the financial statements of the City of Long Branch include every board, body, officer or commission supported and maintained wholly or in part by funds appropriated by the City of Long Branch, as required by N.J.S.A. 40A:5-5. Accordingly, the financial statements of the City of Long Branch do not include the operations of the local school district and the Long Branch Free Public Library, inasmuch as their activities are administered by separate boards.

##### **B. Description of Funds**

The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. GASB codification establishes the presentation of basic financial statements into three fund types, the governmental, proprietary and fiduciary funds, as well as government-wide financial reporting that must be used by general purpose governmental units when reporting financial position and results of operations in accordance with U.S. Generally Accepted Accounting Principles (GAAP).

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Description of Funds (Continued)

The accounting policies of the City 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. 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 financial transactions and accounts of the City of Long Branch are organized on the basis of funds and an account group which is different from the fund structure required by GAAP. A fund or account group is an accounting entity with a separate set of self-balancing accounts established to record the financial position and results of operation of a specific government activity.

As required by the Division of Local Government Services, the City accounts for its financial transactions through the following individual funds and account group:

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

Trust Fund - receipts, custodianship and disbursements of funds in accordance with the purpose for which each reserve was created.

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

Public Assistance Fund - receipt and disbursement of funds that provide assistance to certain residents of the City pursuant to Title 44 of New Jersey statutes.

General Fixed Assets Account Group - utilized to account for property, land, buildings and equipment that have been acquired by other governmental funds.

C. Basis of Accounting

The accounting principles and practices prescribed for municipalities by the State of New Jersey differ in certain respects from generally accepted accounting principles applicable to local governmental units. The more significant accounting policies and differences in the State of New Jersey are as follows:

A modified accrual basis of accounting is followed with minor exceptions.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basis of Accounting (Continued)

Revenues - are recorded when received in cash except for certain amounts which are due from other governmental units. Operating grants are realized as revenue when anticipated in the City's budget. Receivables for property taxes are recorded with offsetting reserves on the balance sheet of the City's Current Fund; accordingly, such amounts are not recorded as revenue until collected. Other amounts that are due the City, which are susceptible to accrual, are also recorded as receivables with offsetting reserves and recorded as revenue when received. GAAP requires revenues to be recognized in the accounting period when they become susceptible to accrual, reduced by an allowance for doubtful accounts.

Expenditures - are recorded on the "budgetary" basis of accounting. Generally expenditures are recorded when an amount is encumbered for goods or services through the issuances of a purchase order in conjunction with the Encumbrance Accounting System. Outstanding encumbrances, at December 31, are reported as a cash liability in the financial statements and constitute part of the City's regulatory Appropriation Reserve balance. Appropriation reserves covering unexpended appropriation balances are automatically created at December 31st of each year and recorded as liabilities, except for amounts which may be canceled by the governing body. Appropriation reserves are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year. Lapsed appropriation reserves are recorded as income. Appropriations for principal payments on outstanding general capital and utility bonds and notes are provided on the cash basis; interest on general capital indebtedness is on the cash basis, whereas interest on utility indebtedness is on the accrual basis.

Encumbrances - Contractual orders, at December 31, are reported as expenditures through the establishment of encumbrances payable. Under, GAAP, encumbrances outstanding at year end are reported as reservations of fund balance because they do not constitute expenditures or liabilities.

Foreclosed Property - is recorded in the Current Fund at the assessed valuation when such property was acquired and is fully reserved. GAAP requires such property to be recorded in the General Fixed Assets Account Group at its market value.

Sale of Municipal Assets - The proceeds from the sale of municipal assets can be held in a reserve until anticipated as a revenue in a future budget. GAAP requires such proceeds to be recorded as a revenue in the year of sale.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basis of Accounting (Continued)

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

General Fixed Assets - N.J.A.C 5:30-5.7, Accounting for Governmental Fixed Assets, as promulgated by the Division of Local Government Services, which differs in certain respects from generally accepted accounting principles, requires the inclusion of a statement of general fixed assets of the City as part of its basic financial statements. General fixed assets are defined as nonexpendable personal property having a physical existence, a useful life of more than one year and an acquisition cost of \$5,000.00 or more per unit. Public domain ("infrastructure") general fixed assets consisting of certain improvements other than buildings, such as roads, bridges, curbs and gutters, streets and sidewalks and drainage systems are not capitalized.

Property and equipment acquired by the Current and General Capital Funds are recorded as expenditures at the time of purchase and are not capitalized in their own respective funds.

The General Fixed Assets that have been acquired and that are utilized in the Current and General Capital Funds are instead accounted for in the General Fixed Asset Account Group. No depreciation has been provided on general fixed assets or reported in the financial statements.

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

Fixed assets acquired through grants in aid or contributed capital have not been accounted for separately.

Inventories of Supplies - The cost of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The cost of inventories are not included on the various balance sheets. GAAP requires the cost of inventories to be reported as a current asset and equally offset by a fund balance reserve.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basis of Accounting (Continued)

Accounting and Financial Reporting for Pensions - Under GAAP, municipalities are required to recognize the pension liability in Statements of Revenues, Expenses, Changes in Net Position (balance sheets) and Notes to the Financial Statements in accordance with GASB 68. The liability required to be displayed by GASB 68 is displayed as a separate line item in the Unrestricted Net Position area of the balance sheet.

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 to disclose GASB 68 information in the Notes to the Financial Statements. The disclosure must meet the requirements of GASB 68.

Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions (OPEB)

The Governmental Accounting Standards Board (GASB) has issued Statement no. 75, "*Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions*". This statement establishes standards for measuring and recognizing liabilities, deferred outflows and inflows of resources, and expenses for postemployment benefits other than pensions. It also requires the State of New Jersey to calculate and allocate to each participating member, for note disclosure purposes only, the OPEB net liability of New Jersey Health Benefits Local Government Retiree Plan (the Plan). The statement does not alter the amount of funds that must be budgeted for OPEB payment under existing state law.

Under GAAP, municipalities are required to recognize the OPEB liability in Statements of Revenues, Expenses, Changes in Net Position (balance sheets) and Notes to the Financial Statements in accordance with GASB 75. The liability required to be displayed by GASB 75 is displayed as a separate line item in the Unrestricted Net Position area of the balance sheet.

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 OPEB liability as a liability on their balance sheets. However, N.J.A.C. 5:30 6.1(c) (2) requires municipalities to disclose GASB 75 information in the Notes to the Financial Statements. The disclosure must meet the requirements of GASB 75.

In May of 2021, the New Jersey Division of Local Government Services issued Local Finance Notice 2021-10 which allows local units to disclose the most recently available information as it relates to the New Jersey Division of Pension and Benefits reporting on GASB 75.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Basis of Accounting (Continued)

Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions (OPEB) (Continued)

As of the date of this report the information for the period ended June 30, 2020 was not available, therefore the information dated June 30, 2019 is disclosed.

D. 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 City presents the financial statements listed in the table of contents of the "Requirements of Audit and Accounting Revision of 1987" as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and which differ from the financial statements required by GAAP.

NOTE 2: CASH AND CASH EQUIVALENTS

The City considers petty cash, change funds, cash in banks, deposits in the New Jersey Cash Management Fund and certificates of deposit as cash and cash equivalents.

A. Deposits

New Jersey statutes permit the deposit of public funds in public depositories which are located in New Jersey and which meet the requirements of the Governmental Unit Deposit Protection Act (GUDPA). GUDPA requires a bank that accepts public funds to be a public depository. A public depository is defined as a state bank, a national bank, or a savings bank, which is located in the State of New Jersey, the deposits of which are insured by the Federal Deposit Insurance Corporation. The statutes also require public depositories to maintain collateral for deposits of public funds that exceed certain insurance limits. Each depository participating in the GUDPA system must pledge collateral equal to 5% of the average amount of its public deposits and 100% of the average amount of its public funds in excess of 75% of its capital funds. No collateral is required for amounts covered by FDIC insurance. The collateral which may be pledged to support these deposits includes obligations of the State and federal governments, insured securities and other collateral approved by the Department. When the capital position of the depository deteriorates or the depository takes an unusually large amount of public deposits, the Department of Banking and Insurance requires additional collateral to be pledged. Under (GUDPA), if a public depository fails, the collateral it has pledged, plus the collateral of all other public depositories, is available to pay the full amount of the deposits to the governmental unit.

NOTE 2: CASH AND CASH EQUIVALENTS (CONTINUED)

A. Deposits

The City of Long Branch had the following cash and cash equivalents at December 31, 2020:

Fund	Cash in Bank	Reconciling Items		Change Funds	Total
		Increases	Decreases		
Checking Accounts	\$44,092,649.07	\$8,690,190.76	\$9,727,572.20		\$43,055,267.63
Money Market	496,791.61				496,791.61
Change Funds				\$1,250.00	1,250.00
	<u>\$44,589,440.68</u>	<u>\$8,690,190.76</u>	<u>\$9,727,572.20</u>	<u>\$1,250.00</u>	<u>\$43,553,309.24</u>

Custodial Credit Risk - Deposits - Custodial credit risk is the risk that in the event of a bank failure, the deposits may not be returned. The City does not have a specific deposit policy for custodial credit risk other than those policies that adhere to the requirements of statute. As of December 31, 2020, based upon the coverage provided by FDIC and NJGUDPA, no amount of the bank balance was exposed to custodial credit risk. Of the cash on balance in the bank of \$44,589,440.68, \$500,000.00 was covered by Federal Depository Insurance; \$44,089,440.68 was covered under the provisions of NJGUDPA.

B. Investments

The purchase of investments by the City is strictly limited by the express authority of the New Jersey Local Fiscal Affairs Law, N.J.S.A. 40A:5-15.1. Permitted investments include any of the following types of securities:

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
2. Government money market mutual funds which are purchased from an investment company or investment trust which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. 80a-1 et seq., and operated in accordance with 17 C.F.R. § 270.2a-7 and which portfolio is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. § 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of N.J.S.A. 5-15.1. These funds are also required to be rated by a nationally recognized statistical rating organization.

NOTE 2: CASH AND CASH EQUIVALENTS (CONTINUED)

B. Investments (Continued)

3. Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
4. Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
5. Bonds or other obligations, having a maturity date not more than 397 days from date of purchase, approved by the Division of Local Government Services of the Department of Community Affairs for Investment by Local Units;
6. Local government investment pools that are fully invested in U.S. Government securities that meet the definition of eligible security pursuant to 17 C.F.R. § 270a-7 and repurchase agreements that are collateralized by such U.S. Government securities in which direct investment may be made pursuant to paragraphs (1) and (3) of N.J.S.A. 5-15.1. This type of investment is also required to be rated in the highest category by a nationally recognized statistical rating organization;

Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C. 52:18A-90.4); or

7. Agreements for the repurchase of fully collateralized securities if:
  - a. the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection;
  - b. the custody of collateral is transferred to a third party;
  - c. the maturity of the agreement is not more than 30 days;
  - d. the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C. 17:19-41); and
  - e. a master repurchase agreement providing for the custody and security of collateral is executed.

NOTE 2: CASH AND CASH EQUIVALENTS (CONTINUED)

B. Investments (Continued)

The City of Long Branch had no investments outstanding at December 31, 2020.

Based upon the limitations set forth by New Jersey Statutes 40A:5-15.1 and existing investment practices, the City is generally not exposed to credit risks, custodial credit risks, concentration of credit risks and interest rate risk for its investments nor is it exposed to foreign currency risk for its deposits and investments.

NOTE 3: GOVERNMENTAL DEBT

Long-Term Debt

The Local Bond Law, Chapter 40A:2, governs the issuance of bonds to finance general municipal capital expenditures. All bonds are retired in annual installments within the regulatory period of usefulness. All bonds issued by the City are general obligation bonds, backed by the full faith and credit of the City. Bond Anticipation Notes, which are issued to temporarily finance capital projects, shall mature and be paid off within ten years or financed by the issuance of bonds.

SUMMARY OF MUNICIPAL DEBT (EXCLUDING CURRENT OPERATING DEBT AND TYPE II SCHOOL DEBT)

	YEAR 2020	YEAR 2019	YEAR 2018
<u>Issued:</u>			
General:			
Bonds, Notes and Loans	\$68,838,092.71	\$68,608,057.00	\$83,529,420.58
Net Debt Issued	<u>\$68,838,092.71</u>	<u>\$68,608,057.00</u>	<u>\$83,529,420.58</u>
Less: Reserve to Pay Bonds	1,241,531.55	323,811.00	
	<u>\$67,596,561.16</u>	<u>\$68,284,246.00</u>	<u>\$83,529,420.58</u>
<u>Authorized But Not Issued</u>			
General:			
Bonds and Notes	\$26,114,066.42	\$26,553,566.42	\$27,898,436.42
Total Authorized But Not Issued	<u>\$26,114,066.42</u>	<u>\$26,553,566.42</u>	<u>\$27,898,436.42</u>
Net Bonds and Notes Issued and Authorized But Not Issued	<u>\$93,710,627.58</u>	<u>\$94,837,812.42</u>	<u>\$111,427,857.00</u>

NOTE 3: GOVERNMENTAL DEBT (CONTINUED)

Long-Term Debt (Continued)

SUMMARY OF REGULATORY 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 regulatory net debt of 1.780%.

	<u>GROSS DEBT</u>	<u>DEDUCTIONS</u>	<u>NET DEBT</u>
School District Debt	\$13,095,000.00	\$13,095,000.00	-0-
General Debt	<u>94,952,159.13</u>	<u>1,241,531.55</u>	<u>\$93,710,627.58</u>
	<u>\$108,047,159.13</u>	<u>\$14,336,531.55</u>	<u>\$93,710,627.58</u>

NET DEBT \$93,710,627.58 DIVIDED BY EQUALIZED VALUATION BASIS PER N.J.S. 40A:2-2, AS AMENDED, \$5,262,090,577.00 EQUALS 1.780%.

BORROWING POWER UNDER N.J.S. 40A:2-6 AS AMENDED

Equalized Valuation Basis* - December 31, 2020	\$5,262,090,577.00
3-1/2 of Equalized Valuation Basis	184,173,170.20
Net Debt	<u>93,710,627.58</u>
Remaining Borrowing Power	<u>\$90,462,542.62</u>

\*Equalized Valuation Basis is the average of the equalized valuation of real estate, including improvements, and the assessed valuation of Class II Railroad Property of the City for the last three (3) preceding years.

NOTE 3: GOVERNMENTAL DEBT (CONTINUED)

Long-Term Debt (Continued)

SCHEDULE OF ANNUAL DEBT SERVICE FOR PRINCIPAL AND INTEREST  
FOR BONDED DEBT ISSUED AND OUTSTANDING AS OF DECEMBER 31, 2020

YEAR	GENERAL IMPROVEMENT BONDS		
	PRINCIPAL	INTEREST	TOTAL
2021	\$4,735,000.00	\$2,186,394.86	\$6,921,394.86
2022	4,200,000.00	2,026,392.52	6,226,392.52
2023	4,205,000.00	1,863,592.52	6,068,592.52
2024	4,290,000.00	1,700,542.52	5,990,542.52
2025	4,395,000.00	1,533,092.52	5,928,092.52
2026-2030	18,205,000.00	5,385,853.14	23,590,853.14
2031-2035	11,271,000.00	1,993,586.28	13,264,586.28
2036-2040	4,000,000.00	1,020,000.00	5,020,000.00
2041-2045	4,000,000.00	610,000.00	4,610,000.00
2046-2049	3,200,000.00	179,000.00	3,379,000.00
	<u>\$62,501,000.00</u>	<u>\$18,498,454.36</u>	<u>\$80,999,454.36</u>

NOTE 3: GOVERNMENTAL DEBT (CONTINUED)

Long-Term Debt (Continued)

The General Capital Bonds are comprised of the following issues:

<u>ISSUE</u>	<u>OUTSTANDING BALANCE DECEMBER 31, 2020</u>
\$11,085,000.00 in Refunding Bonds dated May 30, 2007, due in one remaining annual installment of \$545,000.00 on December 1, 2021 with interest at 4.000%.	\$545,000.00
\$14,895,000.00 in Refunding Bonds dated July 8, 2014, due in remaining annual installments ranging between \$1,555,000.00 and \$1,580,000.00 beginning January 15, 2021 and ending January 1, 2026 with interest ranging from 3.125% to 4.000%.	9,430,000.00
\$17,431,000.00 in General Obligation Bonds dated January 30, 2015, due in remaining annual installments ranging between \$1,000,000.00 and \$1,031,000.00 beginning July 15, 2021 and ending July 1, 2034 with interest ranging from 2.250% to 3.000%.	14,681,000.00
\$19,895,000.00 in General Obligation Bonds dated December 21, 2018, due in remaining annual installments ranging between \$1,000,000.00 and \$2,000,000.00 beginning December 1, 2021 and ending December 1, 2032 with interest at 5.000%.	17,895,000.00
\$19,950,000.00 in Redevelopment Area Bonds dated September 17, 2020 due in remaining annual installments ranging between \$510,000.00 and \$800,000.00 beginning September 15, 2021 and ending September 15, 2049 with interest ranging from 1.75% to 5.000%	19,950,000.00
	<u>\$62,501,000.00</u>

NOTE 3: GOVERNMENTAL DEBT (CONTINUED)

Long-Term Debt (Continued)

STATE OF NEW JERSEY GREEN TRUST LOANS

The City has entered into the following State of New Jersey Green Trust Loans:

<u>Date</u>	<u>Purpose</u>	<u>Loan Amount</u>	<u>Interest Rate</u>
12/7/2005	Park Development	\$518,000.00	2.00%
8/24/2009	Manahasset Creek Acquisition	359,121.75	0.00%
5/25/2010	Multi Parks Development 2	450,000.00	2.00%

Following are the maturities and debt schedule for the outstanding principal and interest on the loans:

YEAR	GREEN TRUST LOANS		
	PRINCIPAL	INTEREST	TOTAL
2021	\$71,000.39	\$7,609.45	\$78,609.84
2022	72,057.33	6,552.51	78,609.84
2023	73,135.51	5,474.33	78,609.84
2024	74,235.37	4,374.47	78,609.84
2025	75,357.33	3,252.51	78,609.84
2026	44,129.88	2,269.05	46,398.93
2027	44,646.72	1,752.22	46,398.94
2028	45,173.95	1,224.98	46,398.93
2029	36,503.53	687.16	37,190.69
2030	13,852.70	138.53	13,991.23
	<u>\$550,092.71</u>	<u>\$33,335.21</u>	<u>\$583,427.92</u>

NOTE 3: GOVERNMENTAL DEBT (CONTINUED)

Long-Term Debt (Continued)

BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

At December 31, 2020, the City has authorized but not issued bonds and notes as follows:

General Capital Fund **\$26,114,066.42**

Short-Term Debt

At December 31, 2020 the City had the following short term debt:

Bond Anticipation Notes

General Capital Fund:

Ordinance <u>Number</u>	Date of <u>Original Issue</u>	Date of <u>Issue</u>	Date of <u>Maturity</u>	Interest <u>Rate</u>	<u>Amount</u>
10-10	02/18/11	02/05/20	02/04/21	2.00%	\$787,000.00
42-11	02/15/12	02/05/20	02/04/21	2.00%	655,000.00
9-13	06/12/14	02/05/20	02/04/21	2.00%	495,000.00
25-16	09/27/16	02/05/20	02/04/21	2.00%	300,000.00
18-19	02/05/20	02/05/20	02/04/21	2.00%	<u><b>3,550,000.00</b></u>
					<u><b>\$5,787,000.00</b></u>

NOTE 4: FUND BALANCES APPROPRIATED

Fund balance at December 31, 2020, which were appropriated and included as anticipated revenue in their own respective funds for the year ending December 31, 2021 were as follows:

Current Fund **\$4,417,133.91**

NOTE 5: PROPERTY TAXES

Property taxes attach as an enforceable lien on property as of January 1. Taxes are levied based on the final adoption of the current year municipal budget, and are payable in four installments on February 1, May 1, August 1 and November 1. The City bills and collects its own property taxes and also the taxes for the County and the Local School District. The collections and remittance of county and school taxes are accounted for in the Current Fund. City property tax revenues are recognized when collected in cash and any receivables are recorded with offsetting reserves on the balance sheet of the City's Current Fund.

Taxes Collected in Advance - Taxes collected in advance and recorded as cash liabilities in the financial statements are as follows:

	Balance December <u>31, 2020</u>	Balance December <u>31, 2019</u>
Prepaid Taxes	<u>\$1,689,077.78</u>	<u>\$1,582,751.72</u>

NOTE 6: PENSION PLANS

Plan Descriptions

Substantially all eligible employees participate in the Public Employees' Retirement System (PERS), or the Police, Firemen's Retirement System (PFRS) or the Defined Contribution Retirement System (DCRP), which have been established by state statute and are administered by the New Jersey Division of Pensions and Benefits. The Division issues a publicly available financial report that includes the financial statements and required supplementary information for the Public Employees Retirement System, Police and Fireman's Retirement System and Consolidated Police and Firemen's Pension Fund. These reports may be obtained by writing to the Division of Pensions and Benefits, P.O. Box 295, Trenton, New Jersey, 08625 or are available online at [www.nj.gov/treasury/pensions/annrprts.shtml](http://www.nj.gov/treasury/pensions/annrprts.shtml).

NOTE 6: PENSION PLANS (CONTINUED)

Plan Descriptions (Continued)

Public Employees' Retirement System (PERS) - 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 PERS 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 pension fund or local jurisdiction's pension fund.

Police and Fireman's Retirement System (PFRS) - The Police and Fireman's Retirement System (PFRS) was established as of July 1, 1944, under the provisions of N.J.S.A. 43:16A to provide retirement, death, and disability benefits to its members. The PFRS is a cost-sharing multiple-employer plan. Membership is mandatory for substantially, all full-time county and municipal police or firemen or officer employees with police powers appointed after June 30, 1944.

Defined Contribution Retirement Program (DCRP) - The Defined Contribution Retirement Program (DCRP) was established July 1, 2007, under the provisions of Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007, and was expanded under the provisions of Chapter 89, P.L. 2009. The DCRP provides eligible employees and their beneficiaries with a tax-sheltered, defined contribution retirement benefit, along with life insurance coverage and disability coverage.

Vesting and Benefit Provisions

The vesting and benefit provisions for PERS are set by N.J.S.A. 43:15A and 43:36. All benefits vest after ten years of service, except for medical benefits, which vest after 25 years of service. Members may seek early retirement after achieving 25 years of service credit or they may elect deferred retirement after achieving ten years of service credit. In which case, benefits would begin the first day of the month after the member attains normal retirement age.

The vesting and benefit provisions for PFRS are set by N.J.S.A. 43:16A and 43:36. All benefits vest after ten years of service, except for disability benefits, which vest after four years of service. Retirement benefits for age and service are available at age 55. Members may seek special retirement after achieving 25 years of creditable service or they may elect deferred retirement after achieving ten years of service.

NOTE 6: PENSION PLANS (CONTINUED)

Vesting and Benefit Provisions (Continued)

Newly elected or appointed officials that have an existing DCRP account or are a member of another State-administered retirement system are immediately vested in the DCRP. For newly elected or appointed officials that do not qualify for immediate vesting in the DCRP, employee and employer contributions are held during the initial year of membership. Upon commencing the second year of DCRP membership, the member is fully vested. However, if a member is not eligible to continue in the DCRP for a second year of membership, the member may apply for a refund of the employee contributions from the DCRP, while the employer contributions will revert back to the employer. Employees are required to contribute 5.5% of their base salary and employers contribute 3.0%.

Funding Policy

The contribution policy for PERS is set by N.J.S.A. 43:15A and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's pension contribution is based on an actuarially determined amount, which includes the employer portion of the normal cost and an amortization of the unfunded accrued liability. Funding for noncontributory group life insurance benefits is based on actual claims paid. For fiscal year 2020, the State's pension contribution was less than the actuarial determined amount. The local employers' contribution amounts are based on an actuarially determined rate, which includes the normal cost and unfunded accrued liability. During 2020, PERS provides for employee contributions of 7.50% of employees' base salary.

The contribution policy for PFRS is set by N.J.S.A. 43:16A and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's contribution amount is based on an actuarially determined rate, which includes the normal cost and unfunded accrued liability. The local employers' contribution amounts are based on an actuarially determined rate, which includes the normal cost and unfunded accrued liability. For the fiscal year 2020, the State contributed an amount less than the actuarially determined amount. During 2020, PFRS provides for employee contributions of 10.00% of employees' base salary. The City's share of pension costs, which is based upon the annual billings received from the State for the preceding three years, are as follows:

Year Ended <u>December 31.</u>	Public Employee <u>Retire. System</u>	Police & Firemen's <u>Retire. System</u>	Defined Contribution <u>Retire. System</u>	<u>Total</u>
2020	\$1,403,885.48	\$3,723,561.54	\$8,483.57	\$5,135,930.59
2019	1,444,268.00	3,559,566.00	8,524.70	5,012,358.70
2018	1,302,249.00	3,333,874.00	4,252.25	4,640,375.25

NOTE 6: PENSION PLANS (CONTINUED)

Pension Contribution Deferral

The State of New Jersey has enacted Public Law 2011, C.19, which authorizes the State Department of Treasury, Division of Pensions and Benefits to provide non-state contributing employers the option of paying an amount that represents a fifty percent (50%) reduction of the normal and accrued liability payment of the required contributions to the Police and Fire Retirement System (PFRS) and the Public Employees Retirement System (PERS) which would have been due April 1, 2011. If the deferral is elected, the amount deferred must be repaid, with interest, over a period of fifteen years, beginning in April, 2012; however, the contributing employer is permitted to pay off the obligation at any time by contacting the Division of Pension and Benefits for a payoff amount. The Pension deferral activity for 2020 is as follows:

Retirement System	Original Amount Deferred	Balance December 31, 2019	2020 Payments	Balance December 31, 2020
PFRS	\$ 1,083,813.00	\$ 531,708.00	\$ 101,279.00	\$ 430,429.00
PERS	<u>297,146.00</u>	<u>143,080.00</u>	<u>28,534.00</u>	<u>114,546.00</u>
Total	<u>\$ 1,380,959.00</u>	<u>\$ 674,788.00</u>	<u>\$ 129,813.00</u>	<u>\$ 544,975.00</u>

The balances above reflected above represent the original amount deferred less the principal amounts reflected on the New Jersey Division of Pensions & Benefits billings statements and are only an estimate.

Certain City employees are also covered by Federal Insurance Contribution Act.

Information as to the comparison of the actuarially computed value of vested benefits with the system's assets is not available from the State Retirement System and, therefore, is not presented.

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions – GASB 68

The Governmental Accounting Standards Board (GASB) has issued Statement No. 68 "Accounting and Financial Reporting for Public Employees Pensions" which requires the State of New Jersey to calculate and allocate, for note disclosure purposes only, the unfunded net pension liability of Public Employees Retirement System (PERS) and the Police and Firemen's Retirement System (PFRS) of the participating municipality as of December 31, 2020. The statement does not alter the amounts of funds that must be budgeted for pension payments under existing state law.

Under accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, any unfunded net pension liability of the municipality, allocated by the State of New Jersey, is not required to be reported in the financial statements as presented and any pension contributions required to be paid are raised in that year's budget and no liability is accrued at December 31, 2020.

Public Employees Retirement System (PERS)

At June 30, 2020, the State reported a net pension liability of \$23,564,244.00 for the City's proportionate share of the total net pension liability. The total pension liability for the June 30, 2020 measurement date was determined by an actuarial valuation as of July 1, 2019, which was rolled forward to June 30, 2020. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2020, the City's proportion was 0.145004462 percent, which was an increase of 0.0058195105 percent from its proportion measured as of June 30, 2019.

For the year ended June 30, 2020, the State recognized an actuarially determined pension expense of \$1,111,531.00 for the City's proportionate share of the total pension expense. The pension expense recognized in the City's financial statements based on the April 1, 2020 billing was \$1,348,957.00.

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Public Employees Retirement System (PERS) (Continued)

At June 30, 2020, the State reported deferred outflows of resources and deferred inflows of resources related to PERS from the following sources:

		Deferred Outflow of Resources	Deferred Inflow of Resources
Differences between expected and actual experience	\$ 429,066.00	\$ 83,333.00	
Changes of assumptions	764,451.00		9,866,572.00
Net difference between projected and actual earnings on pension plan investments	805,445.00		
Changes in proportion and differences between City contributions and proportionate share of contributions	1,832,951.00		418,528.00
	<u>\$ 3,831,913.00</u>	<u>\$ 10,368,433.00</u>	

Other local amounts reported by the State as the City's proportionate share of deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in the State's actuarially calculated pension expense as follows:

<u>Year Ended</u>	<u>June 30,</u>	<u>Amount</u>
2021		(\$2,673,997.40)
2022		(2,412,892.40)
2023		(1,257,683.40)
2024		(340,095.40)
2025		<u>148,146.60</u>
		<u>(\$6,536,522.00)</u>

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Public Employees Retirement System (PERS) (Continued)

Actuarial Assumptions

The total pension liability for the June 30, 2020 measurement date was determined by an actuarial valuation as of July 1, 2019, which rolled forward to June 30, 2020. These actuarial valuations used the following assumptions:

	<u>June 30, 2020</u>
Inflation	
Price	2.75%
Wage	3.25%
Salary Increases	
Through 2026	2.00-6.00%
Thereafter	3.00-7.00%
Based on Years of Service	
Investment Rate of Return	7.00%

Pre-retirement mortality rates were based on the Pub-2010 General Below-Median Income Employee mortality table with an 82.2% adjustment for males and 101.4% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Post-retirement mortality rates were based on the Pub-2010 General Below-Median Income Healthy Retiree mortality table with a 91.4% adjustment for males and 99.7% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Disability retirement rates used to value disabled retirees were based on the Pub-2010 Non-Safety Disabled Retiree mortality table with a 127.7% adjustment for males and 117.2% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Mortality improvement is based on Scale MP-2020.

The actuarial assumptions used in the July 1, 2019 valuation were based on the results of an actuarial experience study for the period July 1, 2014 to June 30, 2018.

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Public Employees Retirement System (PERS) (Continued)

Long-Term Rate of Return

In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at both June 30, 2020 and June 30, 2019) 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 PERS's target asset allocation as of June 30, 2020 are summarized in the following table:

<u>Assets Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
US Equity	27.00%	7.71%
Non-U.S. Developed Market Equity	13.50%	8.57%
Emerging Market Equity	5.50%	10.23%
Private Equity	13.00%	11.42%
Real Assets	3.00%	9.73%
Real Estate	8.00%	9.56%
High Yield	2.00%	5.95%
Private Credit	8.00%	7.59%
Investment Grade Credit	8.00%	2.67%
Cash Equivalents	4.00%	0.50%
U.S. Treasury's	5.00%	1.94%
Risk Mitigation Strategies	3.00%	3.40%

Discount Rate

The discount rate used to measure the total pension liability was 7.00% and 6.28% as of June 30, 2020 and June 30, 2019, respectively. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers and the nonemployer contributing entity will be based on 78% of the actuarially determined contributions for the State employer and 100% of actuarially determined contributions for the local employers. Based on those assumptions, the plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all projected benefit payments to determine the total pension liability.

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Public Employees Retirement System (PERS) (Continued)

Sensitivity of the City's proportionate share of net pension liability to changes in the discount rate

The following presents the City's proportionate share of the net pension liability of the participating employers as of June 30, 2020 respectively, calculated using the discount rate as disclosed above as well as what the City's proportionate share of the net pension liability would be if it was calculated using a discount rate that is 1-percentage point lower or 1- percentage point higher than the current rate:

	June 30, 2020		
	1% Decrease <u>6.00%</u>	At Current Discount Rate <u>7.00%</u>	1% Increase <u>8.00%</u>
City's proportionate share of the pension liability	\$29,663,452.00	\$23,564,244.00	\$18,388,899.00

Pension plan fiduciary net position

Detailed information about the pension plan's fiduciary net position is available in the separately issued Financial Report for the State of New Jersey Public Employees Retirement System (PERS). The report may be obtained at State of New Jersey Division of Pensions and Benefits P.O. Box 295 Trenton, New Jersey 08625-0295 <http://www.state.nj.us/treasury/pensions>

Police and Firemen's Retirement System (PFRS)

At June 30, 2020, the State reported a net pension liability of \$42,726,233.00 for the City 's proportionate share of the total PFRS net pension liability. The total pension liability for the June 30, 2020 measurement date was determined by an actuarial valuation as of July 1, 2019, which was rolled forward to June 30, 2020. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Police and Firemen's Retirement System (PFRS) (Continued)

At June 30, 2020, the City's proportion was 0.3306646416 percent, which was a decrease of 0.021230729 percent from its proportion measured as of June 30, 2019.

For the year ended June 30, 2020, the State recognized an actuarially determined pension expense of \$2,212,216.00. The pension expense recognized in the City's financial statements based on the April 1, 2020 billing was \$3,554,546.00.

At June 30, 2020, the State reported deferred outflows of resources and deferred inflows of resources related to PFRS from the following sources:

	Deferred Outflow of Resources	Deferred Inflow of Resources
Differences between expected and actual experience	\$ 430,753.00	\$ 153,339.00
Changes of assumptions	107,520.00	11,454,647.00
Net difference between projected and actual earnings on pension plan investments	2,505,239.00	
Changes in proportion and differences between the City's contributions and proportionate share of contributions	1,154,028.00	3,624,534.00
	<u>\$ 4,197,540.00</u>	<u>\$ 15,232,520.00</u>

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended		
<u>June 30</u>		<u>Amount</u>
2021	\$ (4,490,846.20)	
2022	(3,191,420.20)	
2023	(1,592,198.20)	
2024	(908,923.20)	
2025	<u>(851,592.20)</u>	
	<u>\$ (11,034,980.00)</u>	

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Police and Firemen's Retirement System (PFRS) (Continued)

Actuarial Assumptions

The total pension liability for the June 30, 2020 measurement date was determined by an actuarial valuation as of July 1, 2019, which rolled forward to June 30, 2020. This actuarial valuation used the following assumptions:

June 30, 2020

Inflation:

Price	2.75%
Wage	3.25%

Salary Increases

Through all future years	3.25-15.25%
	Based on years of Service

Investment Rate of Return

7.00%

Pre-retirement mortality rates were based on the Pub-2010 Safety Employee mortality table with a 105.6% adjustment for males and 102.5% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. For healthy annuitants, post-retirement mortality rates were based on the Pub-2010 Safety Retiree Below-Median Income Weighted mortality table with a 96.7% adjustment for males and 96.0% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. For beneficiaries, the Pub-2010 General Retiree Below-Median Income Weighted mortality table was used, unadjusted, and with future improvement from the base year of 2010 on a generational basis. Disability rates were based on the Pub-2010 Safety Disabled Retiree mortality table with a 152.0% adjustment for males and 109.3% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Mortality improvement is based on Scale MP-2020.

The actuarial assumptions used in the July 1, 2019 valuation were based on the results of an actuarial experience study for the period July 1, 2013 to June 30, 2018.

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Police and Firemen's Retirement System (PFRS) (Continued)

Long-Term Rate of Return

In accordance with State statute, the long-term expected rate of return on plan investments (7.00 percent at June 30, 2020 and June 30, 2019) 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 PFRS's target asset allocation as of June 30, 2020 are summarized in the following table:

<u>Assets Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
US Equity	27.00%	7.71%
Non-U.S. Developed Market Equity	13.50%	8.57%
Emerging Market Equity	5.50%	10.23%
Private Equity	13.00%	11.42%
Real Assets	3.00%	9.73%
Real Estate	8.00%	9.56%
High Yield	2.00%	5.95%
Private Credit	8.00%	7.59%
Investment Grade Credit	8.00%	2.67%
Cash Equivalents	4.00%	0.50%
U.S. Treasury's	5.00%	1.94%
Risk Mitigation Strategies	3.00%	3.40%

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Police and Firemen's Retirement System (PFRS) (Continued)

Discount Rate

The discount rate used to measure the total pension liability was 7.00% and 6.85% as of June 30, 2020 and June 30, 2019, respectively. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers and the nonemployer contributing entity will be based on 78% of the actuarially determined contributions for the State employer and 100% of actuarially determined contributions for the local employers. Based on those assumptions, the plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all projected benefit payments to determine the total pension liability.

Sensitivity of the City's proportionate share of the net pension liability to changes in the discount rate

The following presents the City's proportionate share of the net pension liability of the participating employers as of June 30, 2020 respectively, calculated using the discount rate as disclosed above as well as what the City's proportionate share of the net pension liability would be if it was calculated using a discount rate that is 1-percentage point lower or 1- percentage point higher than the current rate:

	June 30, 2020		
	1% Decrease <u>6.00%</u>	At Current Discount Rate <u>7.00%</u>	1% Increase <u>8.00%</u>
City's proportionate share of the PFRS pension liability	\$56,817,095.00	\$42,726,233.00	\$31,022,695.00

NOTE 6: PENSION PLANS (CONTINUED)

Accounting and Financial Reporting for Pensions - GASB 68 (Continued)

Police and Firemen's Retirement System (PFRS) (Continued)

Special Funding Situation

In accordance with N.J.S.A. 43:16A-15, local participating employers are responsible for their own contributions based on actuarially determined amounts, except where legislation was passed which legally obligated the State if certain circumstances occurred. The legislation which legally obligates the State is as follows: Chapter 8, P.L. 2000, Chapter 318, P.c. 2001, Chapter 86, P.L. 2001, Chapter 511, P.L. 1991, Chapter 109, P.c. 1979, Chapter 247, P.L. 1993 and Chapter 201, P.L. 2001. The amounts contributed by the State on behalf of the City 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 City does 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 disclose in the notes to the financial statements of the City related to this legislation.

At June 30, 2020 and 2019, the State's proportionate share of the net pension liability attributable to the City for the PFRS special funding situation is \$6,630,917.00 and \$6,799,964.00, respectively.

At June 30, 2020, the City's and State of New Jersey's proportionate share of the PFRS net pension liability were as follows:

City's Proportionate Share of Net Pension Liability	\$42,726,233.00
State of New Jersey Proportionate Share of Net Pension Liability Associated with the City	<u>6,630,917.00</u>
	<u><u>\$49,357,150.00</u></u>

Pension plan fiduciary net position

Detailed information about the pension plan's fiduciary net position is available in the separately issued Financial Report for the State of New Jersey Police and Firemen's Retirement System (PFRS). The report may be obtained at State of New Jersey Division of Pensions and Benefits P.O. Box 295 Trenton, New Jersey 08625-0295 <http://www.state.nj.us/treasury/pensions>.

NOTE 7: LITIGATION

The City Attorney's letter did not indicate any litigation, claims or contingent liabilities that are either not covered by the City's insurance carrier or would have a material financial impact on the City.

**NOTE 8: COMPENSATED ABSENCES**

Under the existing policy of the City, employees are allowed to accumulate unused vacation, sick and compensation time over the life of their working careers which may be taken as time off or paid at a later date as outlined in City personnel policies. It is estimated that, at December 31, 2020, the current cost of such unpaid compensation would approximate \$4,946,348.60. Under accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, the accumulated cost of such unpaid compensation is not required to be reported in the financial statements as presented. The City has accumulated \$523,508.13 for this purpose in the Trust Other Fund and continues to budget funds to provide for these liabilities as they arise.

**NOTE 9: TAX APPEALS**

There are tax appeals filed with the State Tax Court of New Jersey requesting a reduction of assessments for 2020 and prior. Any reduction in assessed valuation will result in a refund of prior year's taxes in the year of settlement, which may be funded from tax revenues through the establishment of a reserve or by the issuance of refunding bonds per N.J.S.A. 40A:2-51. The City has made provision, from tax revenues, in the amount of \$300,000.00 for these appeals in the event that the tax reductions are granted.

**NOTE 10: CONTINGENT LIABILITIES**

The City participated in several financial assistance grant programs. Entitlement to the funds is generally conditional upon compliance with terms and conditions of the grant agreements and applicable regulations, including the expenditure of funds for eligible purposes. These programs are also subject to compliance and financial audits by the grantors or their representatives. As of December 31, 2020, the City does not believe that any material liabilities will result from such audits.

## NOTE 11: RISK MANAGEMENT

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City participates in the Statewide Joint Insurance Fund covering each of those risks of loss. The Fund is operated in accordance with regulations of the New Jersey Department of Insurance and the Division of Local Government Services of the Department of Community Affairs. The Fund is also a member of the Municipal Excess Liability Joint Insurance Fund which provides excess insurance coverage for each of the various risks noted above. The City's contributions to the Fund for claim payments are based on actuarial assumption determined by the Fund's actuary. Settled claims have not exceeded coverage in any of the past three fiscal years.

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

<u>Year</u>	<u>Contributions</u>		<u>Amount Reimbursed</u>	<u>Ending Balance</u>
	<u>City</u>	<u>Employee</u>		
2020	\$10,000.00	\$27,526.10	\$57,715.04	\$198,627.38
2019	10,000.00	74,549.81	55,504.31	218,816.32
2018	10,000.00		95,369.88	189,770.82

## NOTE 12: SELF INSURANCE

The City of Long Branch was self-insured for workers compensation claims for the period of January 1997 through December 31, 2000. As of January 1, 2001, the City has obtained commercial insurance policies and is no longer self-insured.

The City still has active claims made prior to January 1, 2001. The City utilizes the Self Insurance Fund to pay the prior claims as well as paying professional fees related to insurance settlements as well as deductibles not covered by commercial insurance.

NOTE 12: SELF INSURANCE (CONTINUED)

The follow table reflects the activity of the Fund in 2020:

Balance December 31, 2019		\$46,956.22
<b>Increased by:</b>		
Budget Appropriation		\$403,102.02
Interest		506.74
Other		154,161.00
Transfer from Encumbrances Payable		<u>27,193.00</u>
		<u>584,962.76</u>
		<u>631,918.98</u>
<b>Decreased by:</b>		
Claims Paid		\$131,852.19
Transfer to Encumbrances Payable		<u>14,021.23</u>
		<u>145,873.42</u>
Balance December 31, 2020		<u>\$486,045.56</u>

NOTE 13: INTERFUND RECEIVABLES AND PAYABLES

The following interfund balances remained on the balance sheet at December 31, 2020:

	Interfund <u>Receivable</u>	Interfund <u>Payable</u>
Current Fund	\$ 335,706.56	\$ 1,000,572.04
Grant Fund	500,572.04	
Trust Other Fund	<u>500,000.00</u>	<u>335,706.56</u>
	<u>\$ 1,336,278.60</u>	<u>\$ 1,336,278.60</u>

All balances resulted from the time lag between the dates that short-term loans were disbursed and payments between funds were made.

**NOTE 14: DEFERRED COMPENSATION PLAN**

The City offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all City employees, permits them to defer a portion of their salaries until future years. The City does not make any contribution to the plan. The deferred compensation is not available to employees until retirement, death, disability, termination or financial hardships.

In accordance with the requirements of the Small Business Job Protection Act of 1996 and the funding requirements of Internal Revenue Code Section 457(g), the City's Plan was amended to require that all amounts of compensation deferred under the Plan are held for the exclusive benefits of plan participants and beneficiaries. All assets and income under the Plan are held in trust, in annuity contracts or custodial accounts.

All assets of the plan are held by independent administrators, AXA Equitable and Nationwide Insurance.

The accompanying financial statements do not include the City's Deferred Compensation Plan activities.

**NOTE 15: TAX ABATEMENTS**

The City negotiates tax abatements under the State of New Jersey Local Redevelopment and Housing Law (NJS A 40A:12A-1 et seq.). These abatements include specifically the Five-Year Exemption and Abatement Law (NJS A 40A:21-1 et seq) and Long-Term Tax Exemption Law (NJS A 40A:20-1 et seq). The purposes for which a tax abatement may be considered for approval in the City encompasses residential, commercial and industrial development that addresses a need identified by the City Redevelopment Plans, the City Affordable Housing Plan or other specific projects as described in the above referenced laws.

Each agreement has been negotiated pursuant to the Local Redevelopment and Housing Law which allows the City to abate property taxes for economic development purposes. The abatements are directed toward development within a City designated Area in Need of Redevelopment or a property that is developed to meet designated unmet needs in the City's Affordable Housing Program.

NOTE 15: TAX ABATEMENTS (CONTINUED)

For the year ended December 31, 2020, the City abated property taxes totaling \$2,023,485.75 under this program.

<u>Recipient</u>	<u>Purpose</u>	<u>Taxes Abated</u>	<u>Municipal Portion Collected</u>
			<u>PILOT Program</u>
Garfield & Garfield II Court Housing	Affordable Housing	\$ 357,007.53	\$ 50,279.00
Seaview Housing	Affordable Housing	178,494.36	18,124.00
Grant Court/Presidential Estates Housing	Affordable Housing	230,177.97	21,930.00
Kennedy Towers	Affordable Housing	190,643.53	
Hobart Manor	Affordable Housing	106,341.29	
Chester Arthur	Affordable Housing	123,491.83	
Gregory School	Affordable Housing	316,825.19	41,210.40
Woodrow Wilson I & II	Affordable Housing	520,504.05	62,435.00
Monmouth University	Voluntary Contribution		75,825.00
Pier Village III	Redevelopment		291,269.64
South Beach	Redevelopment		149,934.52
		<u>\$ 2,023,485.75</u>	<u>\$ 711,007.56</u>

NOTE 16: ACCOUNTING AND FINANCIAL REPORTING FOR POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS – GASB 75

The Governmental Accounting Standards Board (GASB) has issued Statement No. 75, "Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions". This statement establishes standards for measuring and recognizing liabilities, deferred outflows and inflows of resources, and expenses for postemployment benefits other than pensions. OPEB obligations are non-pension benefits that the municipality has contractually or otherwise agreed to provide employees once they have retired and, in most instances, will be for retirement health, prescription and dental insurance coverage.

Under current New Jersey budget and financial reporting requirements, the municipality is not required to fund any amounts in excess of their current costs on a pay-as-you-go basis or to accrue funds, create a trust or issue debt to finance their other post-employment benefit liability. Additionally, the municipality is not required to recognize any long-term obligations resulting from OPEB on their financial statements.

NOTE 16: ACCOUNTING AND FINANCIAL REPORTING FOR POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS – GASB 75 (CONTINUED)

Plan Description and Benefits Provided

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*; therefore, assets are accumulated to pay associated benefits.

The Plan provides medical and prescription drug coverage 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.

In accordance with Chapter 330, P.L. 1997, which is codified in N.J.S.A 52: 14-17.32i, the State provides medical and prescription coverage to local police officers and firefighters, who retire with 25 years of service or on a disability from an employer who does not provide postretirement medical coverage. Local employers were required to file a resolution with the Division in order for their employees to qualify for State-paid retiree health benefits coverage under Chapter 330.

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.

NOTE 16: ACCOUNTING AND FINANCIAL REPORTING FOR POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS – GASB 75 (CONTINUED)

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 provided 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.

Special Funding Situation

The City, by resolution of the governing body, has elected to provide postretirement medical coverage to certain employees under the provisions of Chapter 330, P.L. 1997.

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 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.

At June 30, 2019 and 2018, the State's proportionate share of the net OPEB liability attributable to the City for the special funding situation is \$32,621,965.00 and \$37,393,301.00 respectively.

At June 30, 2019, the City's and State of New Jersey's proportionate share of the Net OPEB Liability were as follows:

City's proportionate share of the Net OPEB Liability	\$0
State of New Jersey's proportionate share of Net OPEB Liability associated with the City	32,621,965
	<u>\$32,621,965</u>

NOTE 16: ACCOUNTING AND FINANCIAL REPORTING FOR POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS – GASB 75 (CONTINUED)

Actuarial Assumptions and Other Inputs

The actuarial assumptions vary for each plan member depending on the pension plan the member is enrolled in. This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement:

	<u>2019</u>	<u>2018</u>
Inflation rate	2.50%	2.50%
<b>Salary Increases:</b>		
Public Employees Retirement System (PERS):		
Initial fiscal Year Applied		
Rate through 2026	2.00% to 6.00%	
Rate thereafter	3.00% to 7.00%	
Police and Firemen's Retirement System (PFRS):		
Rate for all future years	3.25% to 15.25%	
<b>All Pensions:</b>		
Rate through 2026		1.65% to 8.98%
Rate thereafter		2.65% to 9.98%

Actuarial Assumptions and Other Inputs (Continued)

**Mortality:**

PERS	Pub-2010 General classification headcount weighted mortality with fully generational mortality improvement projections from the central year using scale MP-2019
PFRS	Pub-2010 Safety classification headcount weighted mortality with fully generational mortality improvement projections from the central year using scale MP-2019

\* Salary increases are based on the defined benefit plan that the member is enrolled in and his or her age.

Actuarial assumptions used in the July 1, 2018 valuation were based on the results of the PFRS and PERS experience studies prepared for July 1, 2013 to June 30, 2018 and July 1, 2014 to June 30, 2018, respectively.

100% of active members are considered to participate in the Plan upon retirement.

NOTE 16: ACCOUNTING AND FINANCIAL REPORTING FOR POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS – GASB 75 (CONTINUED)

Health Care Trend Assumptions

For pre-Medicare medical benefits, the trend is initially 5.7% and decreases to a 4.5% long-term trend rate after eight years. For post-65 medical benefits, the actual fully insured Medicare Advantage trend rates for fiscal year 2020 are reflected. The assumed post-65 medical trend is 4.5% for all future years. For prescription drug benefits, the initial trend rate is 7.5% and decreases to a 4.5% long-term trend rate after eight years.

Discount Rate

The discount rate for June 30, 2019 and 2018 was 3.50% and 3.87%, respectively. This represents the municipal bond return rate as chosen by the State. The source is 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. As the long-term rate of return is less than the municipal bond rate, it is not considered in the calculation of the discount rate, rather the discount rate is set at the municipal bond rate.

OPEB Plan Fiduciary Net Position

Detailed information about the OPEB plan's fiduciary net position is available in the separately issued Financial Report for the State of New Jersey State Health Benefits Local Government Retired Employees Plan. The report may be obtained at State of New Jersey Division of Pensions and Benefits P.O. Box 295 Trenton, New Jersey 08625-0295 <http://www.state.nj.us/treasury/pensions>

NOTE 17: **SUBSEQUENT EVENTS**

The City has evaluated subsequent events occurring after the financial statement date through July 29, 2021 which is the date the financial statements were available to be issued. Based upon this evaluation, the City has determined that no subsequent events require disclosure.

**NOTE 18: PRIOR YEAR RESTATEMENT**

During calendar year 2020, the City identified changes in the valuation of its Land assets. The effect of this change is as follows:

	<u>Balance</u> <u>December 31,</u> <u>2019</u>	<u>Prior Period</u> <u>Adjustment</u>	<u>Balance</u> <u>December 31,</u> <u>2019</u> <u>(As Restated)</u>
<b>General Fixed Assets:</b>			
Land and Improvements	\$19,032,143.35	\$47,870,856.65	\$66,903,000.00
Buildings and Improvements	10,396,100.00		10,396,100.00
Machinery and Equipment	8,660,813.00		8,660,813.00
Vehicles	<u>13,542,345.00</u>		<u>13,542,345.00</u>
<b>Total Investment in General Fixed Assets</b>	<u>\$51,631,401.35</u>	<u>\$47,870,856.65</u>	<u>\$99,502,258.00</u>

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CITY OF LONG BRANCH  
SUPPLEMENTARY SCHEDULES - ALL FUNDS  
YEAR ENDED DECEMBER 31, 2020

CITY OF LONG BRANCH

CURRENT FUND

SCHEDULE OF CASH-TREASURER

	<u>REF.</u>	
Balance, December 31, 2019	A	\$ 24,418,594.88
Increased by Receipts:		
Collector	A-5	\$ 107,595,876.59
Senior Citizens and Veterans Deductions -		
State of New Jersey	A-6	97,884.25
Miscellaneous Revenue Not Anticipated	A-2	596,846.96
Revenue Accounts Receivable	A-10	12,673,561.29
Change Funds	A-12	300.00
Interfunds	A-13	164,322.39
Due to State and Local Agencies	A-14	91,592.78
Appropriation Refunds	A-3	1,897,674.98
Appropriation Reserve Refunds	A-11	1,222.90
Group Term Life Insurance Premiums	A-22	<u>2,907.60</u>
		123,122,189.74
		\$ <u>147,540,784.62</u>
Decreased by Disbursements:		
2020 Appropriations	A-3	\$ 54,381,100.42
2019 Appropriation Reserves	A-11	2,920,284.16
Accounts Payable	A-21	33,600.00
Interfunds	A-13	625,298.05
Due to State and Local Agencies	A-14	84,440.78
County Taxes	A-18	13,997,739.94
Local District School Taxes	A-19	48,891,979.00
Tax Overpayments	A-17	67,638.71
Refund Prior Years' Revenue	A-1	5,129.00
Group Term Life Insurance Premiums	A-22	<u>2,234.40</u>
		121,009,444.46
Balance, December 31, 2020	A	\$ <u>26,531,340.16</u>

CITY OF LONG BRANCH

CURRENT FUND

SCHEDULE OF CASH-COLLECTOR

REF.

**Increased by Receipts:**

Taxes Receivable	A-7	\$ 105,359,118.73
Revenue Accounts Receivable	A-2:A-10	486,344.55
Prepaid Taxes	A-16	1,650,323.86
Tax Overpayments	A-17	100,089.45
		\$ <u>107,595,876.59</u>

**Decreased by Disbursements:**

Payment to Treasurer	A-4	\$ <u>107,595,876.59</u>
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CITY OF LONG BRANCH

CURRENT FUND

SCHEDULE OF DUE STATE OF NEW JERSEY  
FOR SENIOR CITIZENS AND VETERANS DEDUCTIONS

REF.

Balance, December 31, 2019 (Due To)	A	\$	(1,687.12)
<b>Increased by:</b>			
Senior Citizens and Veterans per Tax Duplicate		\$	97,250.00
Senior Citizens Deduction Allowed by Collector			<u>500.00</u>
			<u>97,750.00</u>
<b>Decreased by:</b>			
Senior Citizens Deductions Disallowed by Collector		\$	250.00
Prior Year			<u>97,884.25</u>
Received from the State of New Jersey-Treasurer	A-1	\$	<u>98,134.25</u>
	A-4		
Balance, December 31, 2020 (Due To)	A	\$	<u>(2,071.37)</u>

CALCULATION OF STATE'S SHARE OF  
2020 SENIOR CITIZENS AND VETERANS DEDUCTIONS

Senior Citizens and Veterans:	
Per Tax Duplicate	
Allowed by Collector	
	A-7

\$ 97,250.00  
\$ 500.00  
\$ 97,750.00

CITY OF LONG BRANCHCURRENT FUNDSCHEDULE OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY

YEAR	BALANCE DECEMBER 31, 2019	LEVY 2020 TAXES	ADDED TAXES	COLLECTIONS		TRANSFERRED TO TAX TITLE LIENS	BALANCE DECEMBER 31, 2020
				2019	2020		
2018	\$ 250.00	\$	\$	\$ 250.00	\$	\$	\$
2019	1,905,520.75		8,362.96		1,893,834.83		20,048.88
2020		106,285,539.25	427,268.61	1,582,751.72	103,606,942.06	8,456.14	19,975.36
	\$ 1,905,770.75	\$ 106,285,539.25	\$ 435,629.57	\$ 1,582,751.72	\$ 105,501,026.89	\$ 8,456.14	\$ 40,024.24
							\$ 1,494,680.58

REF. A A-2:A-16 A-2 A-8 A

	REF.	
Cash	A-5	\$ 105,359,118.73
Senior Citizens Deductions	A-6	97,750.00
Tax Overpayments Applied	A-17	44,158.16
		\$ 105,501,026.89

ANALYSIS OF 2020 PROPERTY TAX LEVYTAX YIELD

General Purpose Tax		\$ 106,285,539.25
Added Taxes		403,447.38
6% Penalty		23,819.23
		\$ 106,712,805.86

TAX LEVY

Local District School Tax (Abstract)	A-19	\$ 48,891,979.00
County Tax (Abstract)	A-18	\$ 13,941,819.34
Due County for Added Taxes (54:4-63.1 et.seq.)	A-18	54,177.45
<u>Total County Taxes</u>		13,995,996.79

Local Tax for Municipal Purposes (Abstract)	A-2	\$ 41,667,169.84
Minimum Library tax	A-2	1,750,050.00
Add: Additional Tax Levied		407,610.43
		43,824,830.07

Local Tax for Municipal Purposes Levied		\$ 106,712,805.86
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"A-8"

CITY OF LONG BRANCH

CURRENT FUND

SCHEDULE OF TAX TITLE LIENS

	<u>REF.</u>	
Balance, December 31, 2019	A	\$ 85,610.39
Increased by:		
Transfer From Taxes Receivable	A-7	<u>8,456.14</u>
Balance, December 31, 2020	A	<u>\$ 94,066.53</u>

"A-9"

SCHEDULE OF PROPERTY ACQUIRED FOR TAXES  
(AT ASSESSED VALUATION)

Balance, December 31, 2019 and 2020	A	<u>\$ 6,022,700.00</u>
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CITY OF LONG BRANCHCURRENT FUNDSCHEDULE OF REVENUE ACCOUNTS RECEIVABLE

	REF.	BALANCE DECEMBER 31, 2019	ACCRUED IN 2020	COLLECTED BY		BALANCE DECEMBER 31, 2020
				COLLECTOR	TREASURER	
Clerk:						
Licenses:						
Alcoholic Beverage	A-2	\$ 56,859.00	\$ 56,859.00	\$ 56,859.00	\$ 56,859.00	\$ 56,859.00
Other	A-2		2,240.00		2,240.00	2,240.00
Fees and Permits	A-2		13,110.00		13,110.00	13,110.00
Board of Health:						
Fees and Permits	A-2		127,630.00		127,630.00	127,630.00
Licenses	A-2		26,561.00		26,561.00	26,561.00
Municipal Court:						
Fines and Costs	A-2	44,988.74	443,720.47		457,705.24	31,003.97
Police Department:						
Licenses	A-2		3,250.00		3,250.00	3,250.00
Fees and Permits	A-2		4,575.00		4,575.00	4,575.00
Zoning Board:						
Fees and Permits	A-2		26,653.64		26,653.64	26,653.64
Planning Board						
Fees and Permits	A-2		5,975.00		5,975.00	5,975.00
Tax Collector:						
Fees and Permits	A-2		1,886.00		1,886.00	1,886.00
Recreation:						
Fees and Permits	A-2		50,650.00		50,650.00	50,650.00
Street Opening and Sidewalk Opening Permits	A-2		41,130.00		41,130.00	41,130.00
Certificate of Occupancy	A-2		179,270.00		179,270.00	179,270.00
Interest and Costs on Taxes	A-2		486,344.55	486,344.55		
Interest on Investments and Deposits	A-2		181,423.02		181,423.02	181,423.02
Parking Meters	A-2		1,770,801.72		1,770,801.72	1,770,801.72
Bathing Beach Fees	A-2		3,271,952.00		3,271,952.00	3,271,952.00
Cable TV Franchise Tax	A-2		145,289.77		145,289.77	145,289.77
Uniform Fire Safety Code Fees	A-2		122,186.00		122,186.00	122,186.00
Consolidated Municipal Property Tax Relief Act	A-2		502,030.00		502,030.00	502,030.00
Energy Receipts Tax	A-2		3,786,103.00		3,786,103.00	3,786,103.00
Uniform Construction Code Fees	A-2		859,452.00		859,452.00	859,452.00
West Long Branch Finance Department	A-2		70,359.00		70,359.00	70,359.00
West Long Branch Information Technology Dept.	A-2		32,640.00		32,640.00	32,640.00
Uniform Fire Safety Act	A-2		56,609.21		56,609.21	56,609.21
Reserve for Premium on Bond Sale (General Capital Reserve)	A-2		323,811.00		323,811.00	323,811.00
Municipal Occupancy Tax (Hotel/Motel)	A-2		553,409.69		553,409.69	553,409.69
		\$ 44,988.74	\$ 13,145,921.07	\$ 486,344.55	\$ 12,673,561.29	\$ 31,003.97

REF. A A-5 A-4 A

CITY OF LONG BRANCH

CURRENT FUND

SCHEDULE OF 2019 APPROPRIATION RESERVES

	BALANCE DECEMBER 31, 2019	BALANCE AFTER TRANSFER	PAID OR CHARGED	BALANCE LAPSED
<b><u>General Administration</u></b>				
Office of the Chief Executive Mayor				
Salaries and Wages	\$ 4,283.85	\$ 4,283.85	\$ 3,838.28	\$ 445.57
Other Expenses	1,652.96	1,723.96	71.00	1,652.96
Office of the Chief Administrator				
Salaries and Wages	10,295.51	10,295.51	10,115.25	180.26
Other Expenses	3,088.48	3,505.41	469.23	3,036.18
Miscellaneous Other Expenses	3,688.07	4,141.07	1,020.00	3,121.07
Miscellaneous Other Expenses (Green Programs)	850.46	2,150.15		2,150.15
Miscellaneous Other Expenses - MIS	3,201.01	18,316.02	15,125.00	3,191.02
Miscellaneous Other Expenses - Special Events	9,369.27	9,519.27	150.00	9,369.27
Division of Personnel				
Salaries and Wages	6,687.44	6,687.44	3,534.62	3,152.82
Other Expenses	639.89	639.89		639.89
Central Switchboard				
Salaries and Wages	1,730.65	1,730.65	1,433.60	297.05
Office of Emergency Management				
Salaries and Wages	201.31	201.31	201.15	0.16
Other Expenses	126.18	1,093.56	967.38	126.18
Office of the City Council				
Salaries and Wages	469.25	469.25	468.35	0.90
Other Expenses	767.26	805.26	38.00	767.26
Office of the City Attorney				
Salaries and Wages (Prosecutor/Asst. City Att)	3,734.12	3,734.12	804.60	2,929.52
Other Expenses	100,539.32	132,108.75	71,212.12	60,896.63
Miscellaneous Other Expenses (Labor Counsel)	494.40	4,699.40	4,205.00	494.40
Miscellaneous Other Expenses (Planning Bd. Att)	4,000.00	8,980.00	285.00	8,695.00
Miscellaneous Other Expenses (Zoning Bd. Att)				
Miscellaneous Other Expenses (Prosecutor/Asst. City Att)	4,000.00	4,600.00	600.00	4,000.00
Office of the City Clerk				
Salaries and Wages	6,978.10	6,978.10	6,350.37	627.73
Other Expenses	10,486.46	12,569.33	2,090.87	10,478.46
Misc. Other Expenses	19,478.39	24,658.29	5,808.98	18,849.31
<b><u>Department of Finance</u></b>				
Office of the Director				
Salaries and Wages	5,280.50	5,280.50	4,484.40	796.10
Other Expenses	9,769.86	20,495.06	13,704.70	6,790.36
Division of Accounts and Control				
Salaries and Wages	20,166.89	20,166.89	12,856.14	7,310.75
Other Expenses	1,744.48	6,284.18	5,509.70	774.48

CITY OF LONG BRANCH

CURRENT FUND

SCHEDULE OF 2019 APPROPRIATION RESERVES

	BALANCE DECEMBER 31, 2019	BALANCE AFTER TRANSFER	PAID OR CHARGED	BALANCE LAPSED
<b>Office of the Tax Collector</b>				
Salaries and Wages	\$ 4,768.83	\$ 4,768.83	\$ 4,625.59	\$ 143.24
Other Expenses	7,188.38	8,025.80	837.42	7,188.38
<b>Division of Purchasing</b>				
Salaries and Wages	12,443.40	12,443.40	5,583.41	6,859.99
Other Expenses	802.33	3,633.42	2,831.09	802.33
<b>Central Reproduction</b>				
Other Expenses	415.18	5,381.18	4,447.50	933.68
<b>Central Postage</b>				
Other Expenses	9,109.61	10,155.08	1,045.47	9,109.61
<b>Insurance:</b>				
Employee Group Plan	341,673.77	306,673.77	(120.54)	306,794.31
General Liability		87,458.00	87,458.00	
Workers Compensation		377,049.00	377,049.00	
<b>Department of Public Works</b>				
<b>Office of the Director</b>				
Salaries and Wages	24,985.56	24,985.56	11,109.22	13,876.34
Other Expenses	381.24	2,148.61	1,817.50	331.11
<b>Division of Street Construction &amp; Maintenance</b>				
Salaries and Wages	74,922.49	74,922.49	27,741.50	47,180.99
Other Expenses	14,151.54	130,986.53	91,049.31	39,937.22
<b>Office of the City Engineer</b>				
Other Expenses	77,640.72	93,360.67	26,171.95	67,188.72
<b>Municipal Garage</b>				
Salaries and Wages	13,057.26	13,057.26	12,617.21	440.05
Other Expenses	2,972.26	51,035.33	47,496.89	3,538.44
<b>Division of Parks</b>				
Salaries and Wages	61,514.28	61,514.28	8,228.44	53,285.84
Other Expenses	112.20	10,128.42	9,893.52	234.90
<b>Division of Public Facilities</b>				
Salaries and Wages	70,012.66	70,012.66	20,201.49	49,811.17
Other Expenses	315.68	16,115.60	14,951.34	1,164.26
<b>Division of Solid Waste/Recycling</b>				
Salaries and Wages	68,495.05	68,495.05	42,625.47	25,869.58
Other Expenses	0.64	0.64		0.64
<b>Disposal Costs (Sanitation &amp; Recycling)</b>				
Other Expenses	83,380.68	345,486.14	227,049.95	118,436.19
<b>Department of the Police Chief</b>				
<b>Office of the Police Chief</b>				
Other Expenses	105.03	105.03		105.03
<b>Division of Police</b>				
Salaries and Wages	875,929.78	875,929.78	794,159.64	81,770.14
Other Expenses	840.90	124,718.65	124,174.00	544.65

CITY OF LONG BRANCH

CURRENT FUND

SCHEDULE OF 2019 APPROPRIATION RESERVES

	BALANCE DECEMBER 31, 2019	BALANCE AFTER TRANSFER	PAID OR CHARGED	BALANCE LAPSED
<b>Police Dispatch</b>				
Salaries and Wages	\$ 3,112.20	\$ 14,612.20	\$ 11,317.34	\$ 3,294.86
School Traffic Guards				
Salaries and Wages	137.00	1,137.00	889.96	247.04
Traffic Control				
Salaries and Wages	2,950.46	7,950.46	4,720.56	3,229.90
Other Expenses	115.10	4,485.47	4,270.91	214.56
Miscellaneous Other Expenses (Parking Meters)	9,382.05	20,570.80	11,188.75	9,382.05
<b>Division of Fire</b>				
Salaries and Wages	89,810.68	89,810.68	42,878.89	46,931.79
Other Expenses	670.71	57,361.60	56,410.62	950.98
Miscellaneous Other Expenses	4,961.00	4,961.00	4,961.00	
<b>Uniform Fire Safety</b>				
(Chapter 383, P.L. 1983)				
Salaries and Wages	19,470.17	19,470.17	15,651.32	3,818.85
Other Expenses	9,511.52	15,144.57	3,573.05	11,571.52
Miscellaneous Other Expenses	8,016.75	8,016.75	7.40	8,009.35
<b>Department of Health</b>				
Office of the Director				
Salaries and Wages	18,246.53	18,246.53	12,834.42	5,412.11
Other Expenses	16,486.43	21,733.23	6,177.98	15,555.25
Bloodborne Pathogen Immunization	722.00	722.00		722.00
Animal Control Subsidy (to Trust)		260,000.00	260,000.00	
Miscellaneous Other Expenses (Relocation)	9,000.00	9,000.00		9,000.00
<b>Department of Recreation</b>				
Office of the Director				
Salaries and Wages	17,323.69	17,323.69	7,993.41	9,330.28
Other Expenses	13,657.42	14,297.75	1,673.48	12,624.27
Miscellaneous Other Expenses	4,071.28	7,190.38	6,874.10	316.28
<b>Bureau of Recreation</b>				
Salaries and Wages	8,170.87	8,170.87	2,475.50	5,695.37
Other Expenses	3,289.97	8,845.63	8,250.66	594.97
Miscellaneous Other Expenses (Celebrations)	4,821.60	6,867.11	6,867.11	0.00
<b>Bureau of Conservation (Beaches)</b>				
Salaries and Wages	40,375.85	40,375.85		40,375.85
Other Expenses	85.80	11,607.96	11,522.16	85.80
<b>Office of Senior Citizen Activities</b>				
Salaries and Wages	56,072.18	56,072.18	4,846.47	51,225.71
Other Expenses	3.76	296.60	292.84	3.76

CITY OF LONG BRANCH

CURRENT FUND

SCHEDULE OF 2019 APPROPRIATION RESERVES

	BALANCE DECEMBER 31, 2019	BALANCE AFTER TRANSFER	PAID OR CHARGED	BALANCE LAPSED
Environmental Commission				
Other Expenses	\$ 450.00	\$ 450.00	\$	450.00
Miscellaneous - Other Expenses (Matching Funds)	4,000.00	4,000.00	1,299.69	2,700.31
Office of Cable Television Commission				
Other Expenses	17,583.36	17,983.36	675.00	17,308.36
Urban Enterprise Zone				
Salaries and Wages	26,306.20	26,306.20	26,306.20	
Other Expenses	384.95	400.00	15.05	384.95
Long Branch Arts Council				
Other Expenses	14,355.00	14,588.50	233.50	14,355.00
Long Branch Parking Authority				
Other Expenses	2,500.00	2,500.00		2,500.00
Planning Board				
Other Expenses	1,594.00	6,294.00	4,700.00	1,594.00
Miscellaneous Other Expenses (Retainer)	6,000.00	6,000.00		6,000.00
Zoning Board of Adjustment				
Other Expenses	4,050.00	5,450.00	1,400.00	4,050.00
Miscellaneous Other Expenses (Retainer)	2,000.00	4,000.00	2,000.00	2,000.00
Department of Building & Development				
Office of the Director				
Salaries and Wages	47,429.27	47,429.27		47,429.27
Other Expenses	7,380.00	7,380.00		7,380.00
Miscellaneous Other Expenses (Demolition)	60,000.00	60,000.00		60,000.00
Office of the Construction Official				
Salaries and Wages	62,338.65	62,338.65	16,395.76	45,942.89
Other Expenses	6,223.78	10,099.94	3,876.16	6,223.78
Miscellaneous Other Expenses	53,404.74	53,404.74	1,193.71	52,211.03
Office of Planning				
Salaries and Wages	44,058.79	44,058.79	8,789.18	35,269.61
Other Expenses	1,815.04	3,562.05	168.75	3,393.30
Miscellaneous Other Expenses (Redevelopment)		28,000.00	28,000.00	
Office of the Tax Assessor				
Salaries and Wages	15,092.62	15,092.62	6,969.74	8,122.88
Other Expenses	982.90	2,344.65	1,361.75	982.90
Miscellaneous Other Expenses	24,086.73	44,061.73	14,475.00	29,586.73
Municipal Court				
Salaries and Wages	11,419.54	11,419.54	10,519.13	900.41
Other Expenses	7,724.01	14,167.20	8,316.76	5,850.44
Municipal Public Defender				
Salaries and Wages	12,598.09	12,598.09	590.04	12,008.05
Salary Adjustments				
Salaries and Wages	50,000.00	50,000.00		50,000.00

CITY OF LONG BRANCH

CURRENT FUND

SCHEDULE OF 2019 APPROPRIATION RESERVES

	BALANCE DECEMBER 31, 2019	BALANCE AFTER TRANSFER	PAID OR CHARGED	BALANCE LAPSED
<b>Utilities</b>				
Electricity	\$ 26,978.50	\$ 31,191.61	\$ 23,825.26	\$ 7,366.35
Telephone	9,190.72	21,246.61	12,601.91	8,644.70
Natural Gas	2,733.95	20,233.95	13,978.59	6,255.36
Street Lighting	70,353.90	70,654.25	33,398.42	37,255.83
Fire Hydrant Service	259.39	17,831.39	17,572.00	259.39
Water	3,178.07	3,257.91	79.84	3,178.07
Sewer	6,155.10	6,155.10		6,155.10
Diesel Fuel	80,676.11	132,559.44	25,591.57	106,967.87
Gasoline	20,051.07	85,528.69	28,476.59	57,052.10
Contribution to:				
Public Employees' Retirement System	95,457.96	95,457.96	19,878.03	75,579.93
Social Security System (O.A.S.I.)	74,341.30	74,341.30	26,040.47	48,300.83
DCRP	1,475.30	1,475.30		1,475.30
Maintenance of Free Public Library				
Other Expenses	373,881.35	373,881.35	373,881.35	
Interlocal Municipal Service Agreements				
Implementation of 911 System:				
Monmouth County				
Other Expenses	801.08	8,536.08	7,735.00	801.08
West Long Branch Finance Dept.				
Other Expenses	1,528.94	1,528.94	1,528.94	
West Long Branch Information Technology Dept.				
Other Expenses	433.22	433.22	433.22	
Capital Projects				
Parking Meter	35,676.94	100,000.00	64,323.13	35,676.87
Vehicles and Equipment		102,000.00	102,000.00	
	\$ 3,606,359.17	\$ 5,519,221.31	\$ 3,482,695.78	\$ 2,036,525.53

REF.	A	A-1
Appropriation Reserves	A-11	\$ 3,606,359.17
Encumbrances Payable	A-26	<u>1,912,862.14</u>
		\$ 5,519,221.31
Disbursements	A-4	\$ 2,920,284.16
Interfund - Trust Other Fund	A-13	500,000.00
Accounts Payable	A-21	<u>63,634.52</u>
		3,483,918.68
Less: Refunds	A-4	<u>1,222.90</u>
		\$ 3,482,695.78

"A-12"

CITY OF LONG BRANCH

CURRENT FUND

SCHEDULE OF CHANGE FUNDS

REF.

Balance, December 31, 2019	A	\$	1,550.00
Decreased by:			
Returned to Treasurer	A-4		300.00
Balance, December 31, 2020	A	\$	<u>1,250.00</u>
 Tax Collector		\$	400.00
Health Officer			100.00
Police Department			50.00
Municipal Court			<u>700.00</u>
		\$	<u>1,250.00</u>

CITY OF LONG BRANCHCURRENT FUNDSCHEDULE OF INTERFUNDS

	<u>REF.</u>	<u>TOTAL</u>	<u>HUD TRUST FUND</u>	<u>GRANT FUND</u>	<u>TRUST OTHER FUND</u>
Balance, December 31, 2019					
Due From	A:A-1	\$ 200,000.00	\$ 200,000.00	\$	\$
Due To	A	604,356.14		604,356.14	
Receipts	A-4	164,322.39	814.82	163,507.57	
2020 Budget Appropriations	A-25	1,201,850.60		1,201,850.60	
2019 Appropriation Reserves	A-11	500,000.00			500,000.00
		1,866,172.99	814.82	1,365,358.17	500,000.00
Disbursements	A-4	625,298.05	136,521.38	488,776.67	
2020 Anticipated Revenue	A-25	980,365.60		980,365.60	
Grants Appropriated Cancelled	A-25				
		1,605,663.65	136,521.38	1,469,142.27	
Balance, December 31, 2020					
Due From	A:A-1	\$ 335,706.56	\$ 335,706.56	\$	\$
Due To	A	1,000,572.04		500,572.04	500,000.00

CITY OF LONG BRANCHCURRENT FUNDSCHEDULE OF DUE TO STATE AND LOCAL AGENCIES

	BALANCE DECEMBER 31, 2019	INCREASED	DECREASED	BALANCE DECEMBER 31, 2020
State of New Jersey:				
Marriage License Fees	\$ 1,475.00	\$ 5,625.00	\$ 5,550.00	\$ 1,550.00
Civil Unions	175.00			175.00
Funeral Home Filing	10.00	230.00	230.00	10.00
Training Fees	15,545.00	69,904.00	62,827.00	22,622.00
Local Agency:				
City of Long Branch Sewer Authority	2,856.09	15,833.78	15,833.78	2,856.09
	\$ <u>20,061.09</u>	\$ <u>91,592.78</u>	\$ <u>84,440.78</u>	\$ <u>27,213.09</u>

REF.

A

A-4

A-4

A

"A-15"

**CITY OF LONG BRANCH**

### **CURRENT FUND**

## SCHEDULE OF VARIOUS RESERVES

	BALANCE <u>DECEMBER 31, 2019</u>	BALANCE <u>DECEMBER 31, 2020</u>
Tax Appeals	\$ 300,000.00	\$ 300,000.00
Revaluation	53,211.25	53,211.25
Master Plan	10,000.00	10,000.00
	<u>\$ 363,211.25</u>	<u>\$ 363,211.25</u>
	A	A

"A-16"

CITY OF LONG BRANCH

CURRENT FUND

SCHEDULE OF PREPAID TAXES

	<u>REF.</u>		
Balance, December 31, 2019	A	\$	1,582,751.72
Increased by:			
Collection of 2021 Taxes	A-5	\$	1,650,323.86
Overpayments Applied	A-17		<u>38,753.92</u>
			<u>1,689,077.78</u>
		\$	<u>3,271,829.50</u>
Decreased by:			
Applied to 2020 Taxes	A-7		<u>1,582,751.72</u>
Balance, December 31, 2020	A	\$	<u>1,689,077.78</u>

"A-17"

SCHEDULE OF TAX OVERPAYMENTS

Balance, December 31, 2019	A	\$	52,499.04
Increased by:			
Overpayments in 2020	A-5	\$	100,089.45
Refund of Prior Year Tax Revenue - Appeals	A-1		<u>62,863.20</u>
			<u>162,952.65</u>
		\$	<u>215,451.69</u>
Decreased by:			
Refunds	A-4	\$	67,638.71
Applied to Taxes Receivable	A-7		<u>44,158.16</u>
Applied to Prepaid Taxes	A-16		<u>38,753.92</u>
			<u>150,550.79</u>
Balance, December 31, 2020	A	\$	<u>64,900.90</u>

"A-18"

CITY OF LONG BRANCH  
CURRENT FUND  
SCHEDULE OF COUNTY TAXES PAYABLE

	REF.	
Balance, December 31, 2019	A	\$ 55,920.60
Increased by:		
2020 Tax Levy	A-1;A-7	\$ 13,941,819.34
Added Taxes (R.S.54:4-63.l et.seq.)	A-1;A-7	<u>54,177.45</u>
		<u>13,995,996.79</u>
		<u>\$ 14,051,917.39</u>
Decreased by:		
Payments	A-4	<u>13,997,739.94</u>
Balance, December 31, 2020	A	<u>\$ 54,177.45</u>

"A-19"

SCHEDULE OF LOCAL DISTRICT SCHOOL TAX PAYABLE

Increased by:		
2020 Levy	A-1;A-7	\$ 48,891,979.00
		<u>\$ 48,891,979.00</u>
Decreased by:		
Payments	A-4	<u>48,891,979.00</u>

CITY OF LONG BRANCHGRANT FUNDSCHEDULE OF GRANTS RECEIVABLE

<u>PROGRAM</u>	<u>BALANCE DECEMBER 31, 2019</u>	<u>ANTICIPATED IN 2020 BUDGET</u>	<u>RECEIVED</u>	<u>BALANCE DECEMBER 31, 2020</u>
<b>Federal Grants:</b>				
Federal Transit Administration - 2012	\$ 283,548.00	\$ 1,985.00	\$	\$ 283,548.00
Edward Byrne Memorial Justice Assistance Grant - 2018				1,985.00
Edward Byrne Memorial Justice Assistance Grant - 2020		9,752.00		9,752.00
Corona Virus Grant		34,913.00		34,913.00
FEMA - HMGP - Flood Control Program - Duckbill	212,030.00			212,030.00
Bulletproof Vest Program		7,561.89		7,561.89
Body Worn Camera Police and Implementation Program		52,500.00		52,500.00
<b>Federal Grants Pass Through State of New Jersey:</b>				
Urban Areas Security Initiative	229.59			229.59
<b>Federal Grants Pass Through County of Monmouth:</b>				
Senior Citizen Program - 2019	12,600.00		12,600.00	
Senior Citizen Program - 2020		71,081.00	12,600.00	58,481.00
<b>State Grants:</b>				
2010 Sustainable Jersey Small Grant	3,990.00			3,990.00
Transportation Trust Fund Authority Act - 2012	32,169.50			32,169.50
Transportation Trust Fund Authority Act - 2015	21,951.50			21,951.50
Transportation Trust Fund Authority Act - 2018	65,000.00			65,000.00
FY 2016 Municipal Aid (DOT)	79,702.77			79,702.77
FY 2020 Municipal Aid (DOT) Transit Village		475,000.00		475,000.00
NJDOT FY20 Local Infrastructure Fund		250,000.00		250,000.00
EDA HDSRF Grant (Norwood)	71,247.00			71,247.00
Body Armor Replacement	7,650.71			7,650.71
Body Armor Replacement - 2020		8,557.71	8,557.71	
CSIP Forestry Grant	10,000.00		7,542.38	2,457.62
Safe and Secure Communities Program - 2020		60,000.00	60,000.00	
<b>Other Grants:</b>				
Environmental Commission Grant		1,000.00	1,000.00	
Healthy Community Network Grant		10,000.00	10,000.00	
<b>County Grants:</b>				
Childhood Lead Exposure Prevention Project - 2019	26,227.09		26,227.09	
	<u>\$ 828,331.16</u>	<u>\$ 980,365.60</u>	<u>\$ 138,527.18</u>	<u>\$ 1,670,169.58</u>
<u>REF.</u>	<u>A</u>	<u>A-2</u>		<u>A</u>
Receipts	A-25		\$ 102,527.18	
Unappropriated Applied	A-24		<u>36,000.00</u>	
			\$ <u>138,527.18</u>	

"A-21"

CITY OF LONG BRANCH

CURRENT FUND

SCHEDULE OF ACCOUNTS PAYABLE

	<u>REF.</u>	
Balance, December 31, 2019	A	\$ 160,298.93
Increased by:		
Transfer from 2019 Appropriation Reserves	A-11	\$ 63,634.52
		\$ 223,933.45
Decreased by:		
Disbursements	A-4	\$ 33,600.00
Balance, December 31, 2020	A	\$ 190,333.45

"A-22"

SCHEDULE OF GROUP TERM LIFE INSURANCE PREMIUMS PAYABLE

Balance, December 31, 2019	A	\$ 2,234.40
Increased by:		
Cash Receipts	A-4	\$ 2,907.60
		\$ 5,142.00
Decreased by:		
Cash Disbursed	A-4	\$ 2,234.40
Balance, December 31, 2020	A	\$ 2,907.60

CITY OF LONG BRANCH

GRANT FUND

SCHEDULE OF GRANTS APPROPRIATED

	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2019</u>	<u>MODIFIED</u> <u>BALANCES</u>	<u>2020</u> <u>APPROPRIATION</u>	<u>CASH</u> <u>DISBURSEMENTS</u>	<u>EXPENDED</u>	<u>BALANCE</u> <u>DECEMBER</u> <u>31, 2020</u>
<b>Federal Grants:</b>						
Federal Transit Administration Pier Project - 2012	\$ 363,300.42	\$ 363,300.42	\$	\$	\$	\$ 363,300.42
Cops Hiring Program	112,086.84	112,086.84		78,001.11	78,001.11	34,085.73
Corona Virus Grant			34,913.00	25,408.70	25,408.70	9,504.30
Body-Worn Cameras - 2019			52,500.00		52,500.00	
Edward Byrne Memorial Assistance - 2020			9,752.00	9,752.00	9,752.00	
FEMA - Flood Control Project - 2017- Duckbill Valve Control	130,455.00	130,455.00				130,455.00
Bullet Proof Vest Grant - 2018	10,611.50	10,611.50			10,611.50	
Bullet Proof Vest Grant - 2020			7,561.89			7,561.89
<b>Federal Grants Pass Through State of New Jersey:</b>						
Urban Areas Security Initiative - 2019	229.60	229.60				229.60
<b>Federal Grants Pass Through County of Monmouth:</b>						
Senior Citizen Program - 2017	3,009.95	3,009.95				3,009.95
Senior Citizen Program - 2018	27.87	27.87				27.87
Senior Citizen Program - 2019	197.02	1,755.69		1,558.67	1,598.67	157.02
Senior Citizen Program - 2020			292,566.00	221,167.18	221,167.18	71,398.82
<b>State Grants:</b>						
Alcohol Education and Rehabilitation Fund - 2001	960.79	960.79				960.79
Alcohol Education and Rehabilitation Fund - 2002	854.76	3,224.76		2,370.00	2,370.00	854.76
Alcohol Education and Rehabilitation Fund - 2003	2,133.82	2,133.82				2,133.82
Alcohol Education and Rehabilitation Fund - 2004	1,685.17	1,685.17				1,685.17
Alcohol Education and Rehabilitation Fund - 2005	56.78	56.78				56.78
Alcohol Education and Rehabilitation Fund - 2006	471.82	471.82				471.82
Alcohol Education and Rehabilitation Fund - 2008	1,178.00	1,178.00				1,178.00
Municipal Alcohol Education/Rehabilitation Program - 2009	1,438.70	1,438.70				1,438.70
Municipal Alcohol Education/Rehabilitation Program - 2010	50.27	50.27				50.27
Body Armor Replacement - 2018	7,650.71	7,650.71				7,650.71
Body Armor Replacement - 2019	9,235.87	9,235.87				9,116.99
Body Armor Replacement - 2020			8,557.71			118.88
Safe and Secure Communities - 2020			60,000.00	60,000.00	60,000.00	8,557.71
Site Remediation Program - 1999	69,754.90	77,855.64				8,100.74
Drunk Driving Enforcement Grant - 2018	48,059.44	48,059.44				48,059.44
Drunk Driving Enforcement Grant - 2019	6,905.04	6,905.04				6,905.04
Recycling Tonnage Grant - 2016	11,100.00	15,205.99		14,676.99	14,676.99	529.00
Recycling Tonnage Grant - 2018	38,675.98	39,529.89		853.91	5,588.36	33,941.53
Recycling Tonnage Grant - 2019	43,931.37	43,931.37				43,931.37

CITY OF LONG BRANCH

GRANT FUND

SCHEDULE OF GRANTS APPROPRIATED

	BALANCE DECEMBER 31, 2019	MODIFIED BALANCES	2020 APPROPRIATION	CASH DISBURSEMENTS	EXPENDED	BALANCE DECEMBER 31, 2020
<b>State Grants Continued:</b>						
Clean Communities Grant - 2015	\$ 40,709.53	\$ 40,709.53	\$ 35,801.62	\$ 36,153.13	\$ 4,556.40	
Clean Communities Grant - 2017	47,737.31	55,965.31	15,261.77	15,261.77	40,703.54	
Clean Communities Grant - 2018	55,167.73	63,394.73	8,227.00	24,682.00	38,712.73	
Clean Communities Grant - 2019	128,227.57	128,227.57			128,227.57	
Troutman Creek Draining System Improvements - 2012	23,029.25	23,029.25			23,029.25	
DOT Local Aid Infrastructure			250,000.00	250,000.00		
DOT Municipal Aid Transit Village			475,000.00	475,000.00		
Streetscape Redevelopment - 2015	24,080.00	24,080.00			24,080.00	
EDA - HDSRF Grant (Broadway) - 2017	20,742.00	20,742.00			20,742.00	
EDA - HDSRF Grant (Norwood) - 2017	71,247.00	71,247.00			71,247.00	
Municipal Stormwater Regulation Program - 2006	13,822.75	13,822.75			13,822.75	
Urban Enterprise Zone Administration - 2017						
Security (Policing)	13,329.52	13,329.52			13,329.52	
<b>Other Grants:</b>						
Workforce Development Grant - 2013	7,279.45	7,279.45			7,279.45	
Childhood Lead Exposure Prevention Program - 2018	3.99	3.99			3.99	
Childhood Lead Exposure Prevention Program - 2019	3,016.83	6,365.65	6,185.65	6,365.65		
Mid-Atlantic Group Hardy Plant Society - 2019	20.95	20.95			20.95	
Environmental Commission Grant			1,000.00		1,000.00	
Healthy Community Network Grant			10,000.00	9,512.07	9,512.07	487.93
Green Acres Grant Project	3,487.50	3,487.50				3,487.50
	\$ 1,315,962.80	\$ 1,352,755.93	\$ 1,201,850.60	\$ 488,776.67	\$ 1,323,517.57	\$ 1,231,068.96
	<u>REF.</u>	A	A-3; A-25	A-25		A
Appropriated Reserve	A-23	\$ 1,315,962.80				
Transferred from Encumbrances Payable	A-26	\$ 36,793.13				
		\$ 1,352,755.93				
Cash Disbursements	A-25			\$ 488,776.67		
Transferred to Encumbrances Payable	A-26			\$ 834,740.90		
				\$ 1,323,517.57		

CITY OF LONG BRANCH

GRANT FUND

SCHEDULE OF GRANTS UNAPPROPRIATED

	<u>BALANCE DECEMBER 31, 2019</u>	<u>CASH RECEIPTS</u>	<u>APPLIED TO GRANTS RECEIVABLE</u>	<u>BALANCE DECEMBER 31, 2020</u>
Clean Communities	\$ 60,980.39			\$ 60,980.39
Environmental Commissions Grant	1,000.00		1,000.00	
Recycling Tonnage Grant	43,931.37			43,931.37
Safe and Secure Communities Program	35,000.00		35,000.00	
	<u>\$ 79,931.37</u>	<u>\$ 60,980.39</u>	<u>\$ 36,000.00</u>	<u>\$ 104,911.76</u>

REF.

A

A-25

A-20

A

CITY OF LONG BRANCH

GRANT FUND

SCHEDULE OF INTERFUNDS

	<u>REF.</u>	<u>CURRENT FUND</u>
Balance, December 31, 2019		
Due From	A	\$ <u>604,356.14</u>
Cash Received in Current Fund:		
Grants Receivable	A-20	102,527.18
Grants Unappropriated	A-24	60,980.39
2020 Budget Appropriations	A-13;A-23	<u>1,201,850.60</u>
		<u>1,365,358.17</u>
		<u>1,969,714.31</u>
Cash Disbursed by Current Fund		
2020 Anticipated Revenue	A-23	488,776.67
	A-13,A-20	<u>980,365.60</u>
		<u>1,469,142.27</u>
Balance, December 31, 2020	A	\$ <u>500,572.04</u>

CITY OF LONG BRANCH

CURRENT FUND

SCHEDULE OF ENCUMBRANCES PAYABLE

	<u>REF.</u>	<u>FEDERAL AND STATE GRANT FUND</u>	<u>CURRENT FUND</u>
Balance, December 31, 2019	A	\$ 36,793.13	\$ 1,912,862.14
Increased by:			
Transferred from Current Appropriations	A-3		1,760,326.06
Transferred from Grants Appropriated	A-23	834,740.90	\$ 871,534.03
		\$ 871,534.03	\$ 3,673,188.20
Decreased by:			
Transferred to Grants Appropriated	A-23	36,793.13	
Transferred to Appropriation Reserves	A-11		1,912,862.14
Balance, December 31, 2020	A	\$ 834,740.90	\$ 1,760,326.06

CITY OF LONG BRANCHTRUST FUNDSCHEDULE OF TRUST CASH - TREASURER

	<u>REF.</u>	<u>ANIMAL CONTROL TRUST FUND</u>	<u>TRUST OTHER FUNDS</u>	<u>HUD TRUST FUND</u>	<u>SELF INSURANCE FUND</u>	<u>PAYROLL FUND</u>
Balance, December 31, 2019	B	\$ 106,691.98	\$ 8,412,601.60	\$ 32,650.23	\$ 74,149.22	\$ 41,473.50
Increased by Receipts:						
Due State of New Jersey	B-2	\$ 2,767.80	\$	\$	\$	\$
Due Current Fund	B-10			136,521.38		
Animal Control Revenues	B-3	283,413.64				
Community Development Block Grant Receivable	B-4			293,860.89		
Miscellaneous Deposits and Reserves	B-5		6,851,263.77			
Reserve for Self Insurance	B-8				557,769.76	
Payroll Deductions	B-7					22,251,942.89
		286,181.44	6,851,263.77	430,382.27	557,769.76	22,251,942.89
		392,873.42	15,263,865.37	463,032.50	631,918.98	22,293,416.39
Decreased by Disbursements:						
Due State of New Jersey	B-2	\$ 2,748.60	\$	\$	\$	\$
Expenditures Under R.S.4:19-15.11	B-3	223,716.39				
Due Current Fund	B-10			814.82		
Reserve for:						
Miscellaneous Deposits and Reserves	B-5		4,043,304.01			
Community Development Block Grant Expenditures	B-6			429,197.79		
Self Insurance	B-8				131,852.19	
Payroll Deductions	B-7					22,005,392.92
		226,464.99	4,043,304.01	430,012.61	131,852.19	22,005,392.92
Balance, December 31, 2020	B	\$ 166,408.43	\$ 11,220,561.36	\$ 33,019.89	\$ 500,066.79	\$ 288,023.47

CITY OF LONG BRANCH

TRUST FUND

SCHEDULE OF ANIMAL LICENSE FEES DUE STATE OF NEW JERSEY

	<u>REF.</u>	
Balance, December 31, 2019	B	\$ 23.40
Increased by:		
Cash Receipts	B-1	\$ 2,767.80
		\$ 2,791.20
Decreased by:		
Cash Disbursements	B-1	\$ 2,748.60
Balance, December 31, 2020	B	\$ <u>42.60</u>

CITY OF LONG BRANCH

TRUST FUND

SCHEDULE OF RESERVE FOR ANIMAL CONTROL FUND EXPENDITURES

REF.

Balance, December 31, 2019	B	\$	81,289.19
<b>Increased by:</b>			
Dog License Fees		\$	12,202.20
Cat License Fees			214.00
Current Fund Budget Appropriations			260,000.00
Covid Reimbursement			<u>10,997.44</u>
	B-1		283,413.64
Transferred from Encumbrances Payable	B-9		<u>25,379.39</u>
		\$	<u>390,082.22</u>
<b>Decreased by:</b>			
Expenditures Under R.S.4:19-15.11	B-1	\$	223,716.39
Transferred to Encumbrances Payable	B-9		<u>35,979.08</u>
			<u>259,695.47</u>
Balance, December 31, 2020	B	\$	<u>130,386.75</u>

<u>LICENSE FEES COLLECTED</u>		
	<u>YEAR</u>	<u>AMOUNT</u>
	2018	\$ 278,089.50
	2019	<u>63,627.00</u>
		\$ <u>341,716.50</u>

"B-4"

CITY OF LONG BRANCH

TRUST FUND

SCHEDULE OF COMMUNITY DEVELOPMENT BLOCK GRANT RECEIVABLE

	<u>REF.</u>	
Balance, December 31, 2019	B	\$ 654,231.45
Increase by:		
Grant Awards	B-6	\$ 797,532.00
Decreased by:		\$ 1,451,763.45
Cash Receipts	B-1	<u>293,860.89</u>
Balance, December 31, 2020	B	\$ <u>1,157,902.56</u>

CITY OF LONG BRANCH

TRUST FUND

SCHEDULE OF RESERVE FOR MISCELLANEOUS DEPOSITS AND RESERVES

	BALANCE DECEMBER 31, 2019	PRIOR YEAR ENCUMBRANCES	MODIFIED	CASH RECEIPTS	EXPENDED	ENCUMBRANCES	BALANCE DECEMBER 31, 2020
State Unemployment Compensation Insurance	\$ 218,816.32	\$ 218,816.32	\$ 37,526.10	\$ 57,715.04	\$ 198,627.38		
Law Enforcement Funds (P.L. 1986, C. 135)	20,209.82	20,209.82	1,123.89			21,333.71	
Deposits for Redemptions of Tax Sale Certificates	44,329.56	44,329.56	852,197.67	738,462.50		158,064.73	
Performance Bonds	1,001,127.74	1,001,127.74	26,937.06	168,910.22		859,154.58	
Engineering Bonds	270,839.38	270,839.38	113,111.33	110,449.00		273,501.71	
Maintenance Escrow	3,729.56	3,729.56	3.01			3,732.57	
Escrow Fees	79,405.54	79,405.54	49.28			79,454.82	
Application Escrow Fees	835,527.06	10,125.75	845,652.81	224,708.82	214,113.74	5,451.50	850,796.39
Tax Sale Premium	1,704,400.00		1,704,400.00	1,804,300.00	1,310,100.00		2,198,800.00
Bid Deposits	26,206.10		26,206.10		15,000.00		11,206.10
Police Overtime	29,364.96		29,364.96	793,368.90	799,250.67		23,483.19
Recycling Fees (P.L. 1981 C. 278/P.L. 1987 C. 102)	436,550.99	37,103.75	473,654.74	13,356.47	64,744.75		422,266.46
Uniform Fire Safety (N.J.S.A. 52:270-192 et seq.)	21,693.59	8,000.00	29,693.59		8,750.00		20,943.59
Fire Safety Fees	1,614.31		1,614.31			210.00	1,404.31
Parking Offenses Adjudication Act (P.L. 1989, C.137)	19,833.26		19,833.26	9,313.00	9,548.88		19,597.38
Donations - Alcohol and Drug Program	8.68		8.68				8.68
Veterans Services (N.J.S.A. 40A:5-29)	58.63		58.63				58.63
Donations for Public Safety	5,457.01	500.00	5,957.01	15,447.62	19,813.52		1,591.11
Open Space	40,228.90		40,228.90				40,228.90
Donations - Recreation (N.J.S.A. 40A:5-29)	33,373.41	9,117.73	42,491.14	56,200.00	56,805.63	5,139.00	36,746.51
Insurance Proceeds	48,768.91		48,768.91	2,740.19			51,509.10
Memorial Benches (N.J.S.A. 40A:5-29)	175.00		175.00				175.00
Public Safety Director Scholarships (N.J.S.A. 40A:5-29)	270.27		270.27				270.27
Public Defender (P.L. 1997 c.256)		1,200.00	1,200.00	2,265.50	3,265.50		200.00
Commodity Resale- Housing Authority (N.J.A.C. 5:34-7.17)	1,600.00		1,600.00				1,600.00
Redevelopment Escrow	1,205,225.28		1,205,225.28				1,205,225.28
Redevelopment Participation	481,027.06		481,027.06	2,270,060.00	66,224.05	768,847.03	1,916,015.98
Library Renovations	21,145.80		21,145.80	105.57			21,251.37
Redevelopment Trust Rental Income	45,402.61		45,402.61				45,402.61
Long Branch High School Drainage	389.00		389.00				389.00
Fees - Vacation of Streets	5,050.00		5,050.00	500.00			5,550.00
Public Safety Equipment Purchase	6,960.77	7,422.85	14,383.62	10,025.97	11,829.72	4,335.00	8,244.87
Snow Equipment Purchase	25,478.86		25,478.86			13,675.08	11,803.58
Compensated Absences (N.J.A.C. 5:30-15)	23,508.13		23,508.13	500,000.00			523,508.13
Recreation	21.70		21.70				21.70
Demolition Liens	138,907.42		138,907.42				138,907.42
Gasoline & Diesel - ILA				141,552.74	141,552.74		
Salt - LBHA - Commodity Resale				4,199.58	4,199.58		
State Payroll	23,006.85		23,006.85				23,006.65
COAH	40,903.65	5,382.50	46,286.15			5,382.50	40,903.65
Vacant Property Registration	5,945.84		5,945.84	3,345.83			9,291.67
Reserve Fuel Maintenance System	11,384.12		11,384.12	20,279.82			31,663.94
Reserve for Pier Village III PILOT				291,269.64			291,269.64
Reserve for South Beach PILOT				149,934.52			149,934.52
College Housing Violations	2,000.00		2,000.00				2,000.00
UEZ Trust (Donations for Bus/Prom Revitalization)	336.85		336.85				336.85
Operation Chelsea Avenue Beach	17.55		17.55				17.55
Park Fee - Refundable Deposit	800.00		800.00				800.00
Federal Law Enforcement Trust Fund	28,630.80	3,250.00	31,880.80	157.52	2,971.97	5,997.31	23,069.04

CITY OF LONG BRANCH

TRUST FUND

SCHEDULE OF RESERVE FOR MISCELLANEOUS DEPOSITS AND RESERVES

	<u>BALANCE</u> <u>DECEMBER 31,</u> <u>2019</u>	<u>PRIOR YEAR</u> <u>ENCUMBRANCES</u>	<u>MODIFIED</u>	<u>INCREASES</u>	<u>EXPENDED</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u> <u>DECEMBER 31,</u> <u>2020</u>
<b>Regional Contribution Agreements:</b>							
West Windsor	\$ 313,225.44	\$ 9,900.00	\$ 323,125.44	\$ 1,634.46	\$ 46,122.22	\$ 22,200.00	\$ 256,437.68
Wall Township	274,520.44		274,520.44		23,441.25	5,540.99	245,538.20
Middletown	76,089.81	313.63	76,403.44		23,069.89	255.00	53,078.55
Colts Neck	660,701.37	12,737.24	673,438.61	5,416.32	146,963.14	66,965.71	464,926.08
Interest Due to the City	73,280.20		73,280.20	132.96			73,413.16
	<u>\$ 8,307,548.15</u>	<u>\$ 105,053.45</u>	<u>\$ 8,412,601.60</u>	<u>\$ 7,351,263.77</u>	<u>\$ 4,043,304.01</u>	<u>\$ 903,999.12</u>	<u>\$ 10,816,562.24</u>
<u>REF.</u>	<u>B</u>	<u>B-8</u>			<u>B-1</u>	<u>B-8</u>	<u>B</u>

CITY OF LONG BRANCH

TRUST FUND

SCHEDULE OF RESERVE FOR COMMUNITY DEVELOPMENT BLOCK GRANT

Balance, December 31, 2019	B	\$	369,961.15
<b>Increased by:</b>			
Grant Awards	B-4	\$	797,532.00
Transferred from Encumbrances Payable	B-9		<u>116,920.53</u>
			<u>914,452.53</u>
		\$	<u>1,284,413.68</u>
<b>Decreased by:</b>			
Cash Disbursements	B-1	\$	429,197.79
Transferred to Encumbrances Payable	B-9		<u>225,681.92</u>
			<u>654,879.71</u>
Balance, December 31, 2020	B	\$	<u>629,533.97</u>

CITY OF LONG BRANCH

TRUST FUND

SCHEDULE OF RESERVE FOR PAYROLL DEDUCTIONS PAYABLE

Balance, December 31, 2019	B	\$ 41,473.50
<b>Increased by:</b>		
Cash Receipts	B-1	\$ 22,251,942.89
		\$ <u>22,293,416.39</u>
<b>Decreased by:</b>		
Cash Disbursements	B-1	\$ <u>22,005,392.92</u>
Balance, December 31, 2020	B	\$ <u>288,023.47</u>

Analysis of Balance

Police & Firemens Retirement System (Regular, Loan, Back Deduction)	\$ 160,397.51
Public Employees Retirement System (Regular, Loan, Back Deduction)	92,876.29
Unemployment Tax	4,058.71
AFLAC - Disability/Medical	21,399.05
Other Agencies	<u>9,291.91</u>
	\$ <u>288,023.47</u>

CITY OF LONG BRANCH

TRUST FUND

SCHEDULE OF RESERVE FOR SELF INSURANCE

Balance, December 31, 2019	B	\$	46,956.22
<b>Increased by:</b>			
Cash Receipts	B-1	\$	557,769.76
Transferred from Encumbrances Payable	B-9		<u>27,193.00</u>
		\$	<u>584,962.76</u>
		\$	<u>631,918.98</u>
<b>Decreased by:</b>			
Cash Disbursements	B-1	\$	131,852.19
Transferred to Encumbrances Payable	B-9		<u>14,021.23</u>
			<u>145,873.42</u>
Balance, December 31, 2020	B	\$	<u>486,045.56</u>

CITY OF LONG BRANCHTRUST FUNDSCHEDULE OF RESERVE FOR ENCUMBRANCES PAYABLE

	<u>REF.</u>	<u>ANIMAL CONTROL TRUST FUND</u>	<u>TRUST OTHER FUNDS</u>	<u>HOUSING AND COMMUNITY DEVELOPMENT FUND</u>	<u>SELF INSURANCE TRUST FUND</u>
Balance, December 31, 2019	B	\$ 25,379.39	\$ 105,053.45	\$ 116,920.53	\$ 27,193.00
Increased by:					
Transferred from Reserves	B-3:B-5:B-6:B-8	\$ 35,979.08	\$ 903,999.12	\$ 225,681.92	\$ 14,021.23
		\$ 61,358.47	\$ 1,009,052.57	\$ 342,602.45	\$ 41,214.23
Decreased by:					
Transferred to Reserves	B-3:B-5:B-6:B-8	\$ 25,379.39	\$ 105,053.45	\$ 116,920.53	\$ 27,193.00
Balance, December 31, 2020	B	\$ 35,979.08	\$ 903,999.12	\$ 225,681.92	\$ 14,021.23

"B-10"

CITY OF LONG BRANCH

TRUST FUND

SCHEDULE OF INTERFUND - CURRENT FUND

	<u>REF.</u>	<u>TRUST OTHER FUND</u>	<u>HOUSING AND COMMUNITY DEVELOPMENT FUND</u>
Balance, December 31, 2019 - Due to	B	\$	200,000.00
Increased by:			
Cash Receipts	B-1	\$	136,521.38
		\$	336,521.38
Decreased by:			
Cash Disbursements	B-1		814.82
Reserve for Miscellaneous Deposits	B-5	500,000.00	
Balance, December 31, 2020 - Due to/(from)	B	\$ (500,000.00)	\$ 335,706.56

CITY OF LONG BRANCH

GENERAL CAPITAL FUND

SCHEDULE OF GENERAL CAPITAL CASH - TREASURER

REF.

Balance, December 31, 2019	C	\$	3,629,905.14
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**Increased by Receipts:**

Deferred Charges Unfunded	C-6	\$	50,000.00
Bond Anticipation Note	C-10		25,737,000.00
Various Reserves	C-11		1,241,531.55
Bond Proceeds	C-8		19,950,000.00
Capital Improvement Fund	C-12		<u>100,000.00</u>
			<u>47,078,531.55</u>
		\$	<u>50,708,436.69</u>

**Decreased by Disbursements:**

Bond Anticipation Note	C-10	\$	40,933,000.00
Various Reserves	C-11		323,811.00
Contracts Payable	C-13		<u>4,667,969.69</u>
			<u>45,924,780.69</u>

Balance, December 31, 2020	C	\$	<u>4,783,656.00</u>
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"C-3"

CITY OF LONG BRANCH

GENERAL CAPITAL FUND

ANALYSIS OF GENERAL CAPITAL CASH AND INVESTMENTS

	BALANCE DECEMBER <u>31, 2020</u>
Fund Balance	\$ 12,122.05
Capital Improvement Fund	399,938.02
Improvement Authorizations Funded (Listed on Exhibit "C-7")	2,881,566.11
Improvement Authorization Expenditures (Listed on Exhibit "C-6")	(4,343,396.97)
Unexpended Proceeds of Bond Anticipation Notes (Exhibit "C-6")	1,428,295.65
Contracts Payable	3,475,599.59
Various Reserves	1,241,531.55
Grants Receivable	<u>(312,000.00)</u>
	<u>\$ 4,783,656.00</u>

REF.

C

"C-4"

CITY OF LONG BRANCH

GENERAL CAPITAL FUND

SCHEDULE OF GRANTS RECEIVABLE

REF.

Balance, December 31, 2019 and 2020	C	\$ <u>312,000.00</u>
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**Analysis of Balance**

Department of Environmental Protection (Green Acres):  
25-16 Improvements to Manhasset Creek Park Phase 3

\$ <u>312,000.00</u>
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"C-5"

CITY OF LONG BRANCH

GENERAL CAPITAL FUND

SCHEDULE OF DEFERRED CHARGES  
TO FUTURE TAXATION - FUNDED

REF.

Balance, December 31, 2019	C	\$	47,526,057.00
<b>Increased by:</b>			
Bond Proceeds	C-8	\$	19,950,000.00
		\$	<u>67,476,057.00</u>
<b>Decreased by:</b>			
Serial Bonds Paid by Budget	C-8	\$	4,355,000.00
Loan Paid by Budget	C-9		<u>69,964.29</u>
			<u>4,424,964.29</u>
Balance, December 31, 2020	C	\$	<u>63,051,092.71</u>

CITY OF LONG BRANCH

GENERAL CAPITAL FUND

**SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION-UNFUNDED**

## CITY OF LONG BRANCH

## GENERAL CAPITAL FUND

## SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

ORDINANCE NUMBER	IMPROVEMENT DESCRIPTION	ORDINANCE DATE	AMOUNT	BALANCE DECEMBER 31, 2019		2020 AUTHORIZATIONS	INCREASED BY TRANSFER FROM CONTRACTS PAYABLE	DECREASED BY TRANSFER TO CONTRACTS PAYABLE	BALANCE DECEMBER 31, 2020	
				FUNDED	UNFUNDED				FUNDED	UNFUNDED
17-97	Aquisition of Cable Equipment	05/27/97	\$ 60,000.00	4,296.26	\$ 9,000.00				\$ 4,296.26	\$ 9,000.00
27-97	Road Repair	09/09/07	1,150,000.00							
14-00-33-02-27-03	Acquisition, Development, Relocation and Site Improvements to Various Parks	07/24/01	1,036,000.00	4,470.68						4,470.68
25-01-46-04	Acquisition of Various Equipment & Improvement to DPW Facilities	10/23/01	895,000.00	171.04						171.04
40-01	Renovations To City Hall Complex	01/25/05	200,000.00	17,542.25						10,687.60
50-04	Various Capital Improvements	06/28/05	1,900,000.00	88,844.79						6,854.65
21-05	Various Capital Improvements	10/09/07	2,990,000.00	258,662.20						88,844.79
38-07	Acquisition of Property in and by The City of Long Branch	02/13/08	2,205,000.00	97,338.19						2,316.50
03-09-41-11	Preliminary Design and Engineering Expenses in Connection with Long Branch Pier Project		2,000,000.00	499,625.83						499,625.83
05-10	City-Wide Paving and Drainage Improvements	06/29/10	115,000.00	27.50						27.50
16-11	Various Capital Improvements	06/14/11	943,000.00	1,534.60						1,534.60
42-11	Improvements to the Oceanfront Boardwalk Between Morris Avenue & Brighton Avenue	12/27/11	950,000.00	487,519.43						487,519.43
43-11-16-2	City Wide Paving, Drainage, & Concrete Improv	12/27/11	547,000.00	18,270.00						3,500.00
07-12	Installation of City-Wide Parking Meters	04/24/12	900,000.00							14,770.00
15-12/21-17	Various Capital Improvements	08/24/12	24,900,000.00	1,533,208.69						1,241,605.08
17-12	Various Capital Improvements	08/24/12	1,270,000.00	6,369.69						291,603.61
09-13	Phase I Improvements to the Oceanfront Boardwalk	07/09/13	800,000.00	75,828.98						6,369.69
10-13	Various Capital Improvements	10/22/13	3,000,000.00	99,265.55						99,265.55
11-13	Various Capital Improvements	10/22/13	1,718,000.00	75,381.14						75,381.14
01-14	Various Capital Improvements	01/28/14	1,240,000.00	9,019.65						9,019.65
04-14-36-03	Lake Takanassee Bank Stabilization Project/ Various Other Projects	03/11/14	25,000.00	300.00						300.00
10-14	Various Capital Improvements	05/15/14	925,000.00	33,720.08						32,009.90
18-14	Purchase of John Deere Cab Tractor and Surf Rake	07/08/14	96,500.00	6,382.89						1,710.18
24-14	Various Capital Improvements	11/25/14	30,400,000.00	8,499,531.22						6,382.89
03-15	Purchase of Real Property	02/24/15	4,300,000.00	18,695.97						8,440,166.60
07-15	Various Capital Improvements	05/12/15	3,804,000.00	1,237,607.41						1,237,607.41
12-16	Various Capital Improvements	07/14/16	4,917,500.00	124,012.69						44,012.69
25-16	Improvements to Manhasset Creek Park Phase 3	09/27/16	624,000.00	320.91						320.91
19-17	Various Capital Improvements	08/22/17	3,500,000.00	126,300.35						
26-17	Refunding Bonds, Series 2007A	11/16/17	5,000,000.00	4,990,000.00						4,990,000.00
08-18	Various Capital Improvements	04/24/18	2,605,000.00	50,681.68						1,070,996.19
03-19	Various Capital Improvements	03/27/19	4,850,000.00	4,850,000.00						50,681.68
18-19	Various Capital Acquisitions and Improvements	11/13/19	3,735,400.00	3,360,505.54						4,850,000.00
15-20	Purchase of a Radio System	04/09/20	675,000.00	675,000.00						864,947.24
24-20	Various Capital Improvements	11/12/20	3,918,000.00	3,918,000.00						17,166.35
										3,473,015.59
				2,787,841.35	\$ 23,796,593.86	\$ 4,593,000.00	\$ 3,046,665.28	\$ 8,143,569.28	\$ 2,881,566.11	\$ 23,198,965.10

REF C C C-13 C-13 C-C-3 C-C-6

Bonds and Notes  
Capital Improvement FundC-6 C-12 \$ 4,364,500.00  
\$ 228,500.00  
\$ 4,593,000.00

CITY OF LONG BRANCH  
GENERAL CAPITAL FUND  
SCHEDULE OF GENERAL SERIAL BONDS

<u>PURPOSE</u>	<u>DATE OF ISSUE</u>	<u>ORIGINAL ISSUE</u>	<u>MATURITIES OF BONDS OUTSTANDING DECEMBER 31, 2020</u>			<u>INTEREST RATE</u>	<u>BALANCE DECEMBER 2019</u>	<u>INCREASED</u>	<u>DECREASED</u>	<u>BALANCE DECEMBER 2020</u>
			<u>DATE</u>	<u>AMOUNT</u>						
Refunding Bonds	5/30/2007	\$ 11,085,000.00	12/1/2021	\$ 545,000.00		4.000%	\$ 1,990,000.00	\$	\$ 1,445,000.00	\$ 545,000.00
Refunding Bonds	7/8/2014	14,895,000.00	1/15/2021	1,580,000.00		4.000%				
			1/15/2022	1,580,000.00		4.000%				
			1/15/2023	1,575,000.00		4.000%				
			1/15/2024	1,570,000.00		4.000%				
			1/15/2025	1,570,000.00		4.000%				
			1/15/2026	1,555,000.00		3.125%	10,790,000.00		1,360,000.00	9,430,000.00
General Obligation Bonds	01/30/15	17,431,000.00	7/15/2021	1,100,000.00		2.250%				
			7/15/2022	1,100,000.00		2.250%				
			7/15/2023	1,100,000.00		2.250%				
			7/15/2024	1,100,000.00		2.250%				
			7/15/2025	1,100,000.00		2.250%				
			7/15/2026	1,100,000.00		2.250%				
			7/15/2027	1,050,000.00		3.000%				
			7/15/2028	1,000,000.00		3.000%				
			7/15/2029	1,000,000.00		3.000%				
			7/15/2030	1,000,000.00		3.000%				
			7/15/2031	1,000,000.00		3.000%				
			7/15/2032	1,000,000.00		3.000%				
			7/15/2033	1,000,000.00		3.000%				
			7/15/2034	1,031,000.00		3.000%	15,231,000.00		550,000.00	14,681,000.00
General Obligation Bonds	12/21/2018	\$ 19,895,000.00	12/1/2021	1,000,000.00		5.000%				
			12/1/2022	1,005,000.00		5.000%				
			12/1/2023	1,010,000.00		5.000%				
			12/1/2024	1,100,000.00		5.000%				
			12/1/2025	1,200,000.00		5.000%				
			12/1/2026	1,300,000.00		5.000%				
			12/1/2027	1,930,000.00		5.000%				
			12/1/2028	1,700,000.00		5.000%				
			12/1/2029	1,800,000.00		5.000%				
			12/1/2030	1,900,000.00		5.000%				
			12/1/2031	1,950,000.00		5.000%				
			12/1/2032	2,000,000.00		5.000%	18,895,000.00		1,000,000.00	17,895,000.00

CITY OF LONG BRANCH

GENERAL CAPITAL FUND

SCHEDULE OF GENERAL SERIAL BONDS

PURPOSE	DATE OF ISSUE	ORIGINAL ISSUE	MATURITIES OF BONDS OUTSTANDING DECEMBER 31, 2020			BALANCE DECEMBER 2019	INCREASED	DECREASED	BALANCE DECEMBER 2020
			DATE	AMOUNT	INTEREST RATE				
Redevelopment Area Bonds	9/17/2020	\$ 19,950,000.00	9/15/2021	510,000.00	4.000%-5.000%				
			9/15/2022	515,000.00	4.000%-5.000%				
			9/15/2023	520,000.00	4.000%-5.000%				
			9/15/2024	520,000.00	4.000%-5.000%				
			9/15/2025	525,000.00	4.000%-5.000%				
			9/15/2026	545,000.00	1.375%-5.000%				
			9/15/2027	560,000.00	1.500%-5.000%				
			9/15/2028	570,000.00	1.625%-5.000%				
			9/15/2029	590,000.00	1.750%-5.000%				
			9/15/2030	605,000.00	1.875%-5.000%				
			9/15/2031	625,000.00	2.000%-4.000%				
			9/15/2032	640,000.00	2.000%-4.000%				
			9/15/2033	660,000.00	2.125%-3.000%				
			9/15/2034	675,000.00	2.250%-3.000%				
			9/15/2035	690,000.00	2.000%-2.375%				
			9/15/2036	800,000.00	2.000%				
			9/15/2037	800,000.00	2.000%				
			9/15/2038	800,000.00	2.000%				
			9/15/2039	800,000.00	2.000%				
			9/15/2040	800,000.00	2.000%				
			9/15/2041	800,000.00	2.150%				
			9/15/2042	800,000.00	2.150%				
			9/15/2043	800,000.00	2.150%				
			9/15/2044	800,000.00	2.150%				
			9/15/2045	800,000.00	2.150%				
			9/15/2046	800,000.00	2.150%				
			9/15/2047	800,000.00	2.250%				
			9/15/2048	800,000.00	2.250%				
			9/15/2049	800,000.00	2.250%	\$ 19,950,000.00	\$ 19,950,000.00	\$ 4,355,000.00	\$ 62,501,000.00
						\$ 46,906,000.00	\$ 19,950,000.00	\$ 4,355,000.00	\$ 62,501,000.00

REF.

C

C-2;C-5;C-6

C-5

C

CITY OF LONG BRANCHGENERAL CAPITAL FUNDSCHEDULE OF GREEN ACRES LOANS PAYABLE

<u>PURPOSE</u>	<u>DATE OF ISSUE</u>	<u>ORIGINAL ISSUE</u>	<u>INTEREST RATE</u>	<u>BALANCE DECEMBER 2019</u>	<u>DECREASED</u>	<u>BALANCE DECEMBER 2020</u>
Park Development	12/7/2005	\$ 518,000.00	2.000%	\$ 181,268.05	\$ 28,728.46	\$ 152,539.59
Manhasset Creek Acquistion	8/24/2009	359,121.75	0.00%	174,956.75	18,416.50	156,540.25
Multi Parks Development 2	5/25/2010	450,000.00	2.000%	263,832.20	22,819.33	241,012.87
				\$ 620,057.00	\$ 69,964.29	\$ 550,092.71
			<u>REF.</u>	C	C-5	C

CITY OF LONG BRANCHGENERAL CAPITAL FUNDSCHEDULE OF BOND ANTICIPATION NOTES

ORDINANCE	IMPROVEMENT DESCRIPTION	DATE OF ISSUE OF ORIGINAL NOTE	BALANCE DECEMBER				BALANCE DECEMBER 31, 2020
			DATE OF ISSUE	DATE OF MATURITY	INTEREST RATE	31, 2019	
10-10	Improvements To Property Acquired for the Creation of a Municipal Park	02/18/11	02/07/19	02/06/20	3.50%	\$ 624,000.00	\$ 624,000.00
		02/18/11	02/05/20	02/04/21	2.00%	787,000.00	787,000.00
42-11	Improvements to the Oceanfront Boardwalk Between Morris Avenue & Brighton Avenue	02/15/12	02/07/19	02/06/20	3.50%	685,000.00	685,000.00
		02/15/12	02/05/20	02/04/21	2.00%	655,000.00	655,000.00
9-13	Phase I Improvements to the Oceanfront Boardwalk	06/12/14	02/07/19	02/06/20	3.50%	516,000.00	516,000.00
		06/12/14	02/05/20	02/04/21	2.00%	495,000.00	495,000.00
25-16	Improvements to Manhasset Creek Park Phase 3	02/09/17	02/07/19	02/06/20	3.50%	312,000.00	312,000.00
		02/09/17	02/05/20	02/04/21	2.00%	300,000.00	300,000.00
18-19	Various Capital Acquisitions and Improvements	02/05/20	02/05/20	02/04/21	2.00%	3,550,000.00	3,550,000.00
15-12/21-17	Redevelopment Bond Ordinance	02/09/18	02/07/19	02/06/20	3.50%	9,000,000.00	9,000,000.00
		02/09/18	02/05/20	10/01/20	2.00%	9,000,000.00	9,000,000.00
		02/07/19	02/07/19	02/06/20	2.25%	1,750,000.00	1,750,000.00
		02/07/19	02/05/20	10/01/20	2.00%	1,750,000.00	1,750,000.00
		02/07/19	02/07/19	02/06/20	3.50%	7,995,000.00	7,995,000.00
		02/07/19	02/05/20	10/01/20	2.00%	7,995,000.00	7,995,000.00
		02/05/20	02/05/20	10/01/20	2.00%	1,205,000.00	1,205,000.00
						\$ 21,082,000.00	\$ 25,737,000.00
						\$ 41,032,000.00	\$ 5,787,000.00

REF.

C

C-2

C

Cash Disbursements  
Notes Paid by Budget

C-2	\$ 40,933,000.00
C-6	99,000.00
	\$ 41,032,000.00

CITY OF LONG BRANCH

GENERAL CAPITAL FUND

SCHEDULE OF VARIOUS RESERVES

Reserve for:	BALANCE DECEMBER <u>31, 2019</u>			BALANCE DECEMBER <u>31, 2020</u>		
		<u>INCREASED</u>		<u>DECREASED</u>		
Patton Avenue	\$ 9,622.05			\$ 9,622.05		
Liens	2,500.00			2,500.00		
Premium on 2020 Bond Anticipation Notes	323,811.00	171,174.59		323,811.00		171,174.59
Premium on 2020 Bonds		1,070,356.96				1,070,356.96
	<u>\$ 335,933.05</u>	<u>\$ 1,241,531.55</u>		<u>\$ 335,933.05</u>		<u>\$ 1,241,531.55</u>
REF.	C	C-1			C	
			Cash Disbursements	C-2	323,811.00	
			Fund Balance	C-1	12,122.05	
					<u>335,933.05</u>	

"C-12"

CITY OF LONG BRANCH

GENERAL CAPITAL FUND

SCHEDULE OF CAPITAL IMPROVEMENT FUND

	<u>REF.</u>	
Balance, December 31, 2019	C	\$ 528,438.02
Increased by:		
2020 Budget Appropriation	C-2	\$ 100,000.00
		<u>628,438.02</u>
Decreased by:		
Appropriation to Finance Improvement Authorizations:	C-7	<u>228,500.00</u>
Balance, December 31, 2020	C	<u>\$ 399,938.02</u>

CITY OF LONG BRANCH

GENERAL CAPITAL FUND

SCHEDULE OF CONTRACTS PAYABLE

	<u>REF.</u>	
Balance, December 31, 2019	C	\$ 3,046,665.28
Increased by:		
Improvement Authorizations	C-7	\$ 8,143,569.28
		<u>8,143,569.28</u>
		\$ 11,190,234.56
Decreased by:		
Cash Disbursements	C-2	\$ 4,667,969.69
Transfer to Improvement Authorizations	C-7	<u>3,046,665.28</u>
		<u>7,714,634.97</u>
Balance, December 31, 2020	C	\$ <u>3,475,599.59</u>

## CITY OF LONG BRANCH

## GENERAL CAPITAL FUND

## SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

ORDINANCE NUMBER	IMPROVEMENT AUTHORIZATION	BALANCE DECEMBER 31, 2019	INCREASED BY		DECREASED BY		BALANCE DECEMBER 31, 2020
			2020 AUTHORIZATIONS	BOND ANTICIPATION NOTES NOT RENEWED	BOND ANTICIPATION NOTES ISSUED	CASH RECEIPTS	
15-12/21-17	Various Capital Improvements	\$ 1,255,000.00	\$	\$ 1,205,000.00	\$ 50,000.00		
24-14	Various Capital Improvements	11,898,436.42					11,898,436.42
25-16	Improvements to Manhasset Creek Park Phase 3			1,000.00			
28-17	Refunding Bonds, Series 2007 A	5,000,000.00					1,000.00
03-19	Various Capital Improvements	4,850,000.00					5,000,000.00
18-19	Various Capital Improvements	3,550,130.00			3,550,000.00		4,850,000.00
15-20	Purchase of a Radio System		642,500.00				130.00
24-20	Various Capital Improvements		3,722,000.00				642,500.00
		\$ 26,553,566.42	\$ 4,364,500.00	\$ 1,000.00	\$ 4,755,000.00	\$ 50,000.00	\$ 26,114,066.42

REF.

C-7

C-10

C-2

"D-1"

CITY OF LONG BRANCH

PUBLIC ASSISTANCE TRUST FUND

SCHEDULE OF PUBLIC ASSISTANCE CASH-TREASURER

	<u>REF.</u>	<u>P.A.T.F. I</u>	<u>FUND TOTAL</u>
Balance, December 31, 2019 and December 31, 2020	D	\$ <u>28,983.14</u>	\$ <u>28,983.14</u>

"D-2"

CITY OF LONG BRANCH

PUBLIC ASSISTANCE TRUST FUND

SCHEDULE OF PUBLIC ASSISTANCE CASH AND  
RECONCILIATION FOR THE YEAR ENDED DECEMBER 31, 2020

Balance, December 31, 2019 and December 31, 2020	\$ <u>28,983.14</u>
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RECONCILIATION - DECEMBER 31, 2020	P.A.T.F. II <u>ACCOUNT</u>	<u>TOTAL</u>
Balance on Deposit Per Statement of: Investors Bank Account #XXXX1529	\$ <u>28,983.14</u>	\$ <u>28,983.14</u>
Balance, December 31, 2020	\$ <u>28,983.14</u>	\$ <u>28,983.14</u>

"D-3"

CITY OF LONG BRANCH

PUBLIC ASSISTANCE TRUST FUND

SCHEDULE OF PUBLIC ASSISTANCE CASH AND  
RECONCILIATION PER N.J.S.A. 40A:5-5

REF.

Balance, December 31, 2020 and June 30, 2021	D	\$	<u>28,983.14</u>
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RECONCILIATION - June 30, 2021	P.A.T.F. I <u>ACCOUNT</u>	<u>TOTAL</u>
Balance on Deposit Per Statement of: Investors Bank Account #XXXX1529	\$ <u>28,983.14</u>	\$ <u>28,983.14</u>
Balance, June 30, 2021	\$ <u>28,983.14</u>	\$ <u>28,983.14</u>

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CITY OF LONG BRANCH

PART II

SINGLE AUDIT SECTION

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

REPORT ON COMPLIANCE WITH REQUIREMENTS  
APPLICABLE TO MAJOR FEDERAL FINANCIAL  
ASSISTANCE PROGRAMS AND INTERNAL CONTROL  
REQUIRED BY THE UNIFORM GUIDANCE

SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS

NOTES TO THE SCHEDULES OF EXPENDITURES OF  
FEDERAL AWARDS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS



# SUPLEE, CLOONEY & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

308 East Broad Street, Westfield, New Jersey 07090-2122

Telephone 908-789-9300      Fax 908-789-8535

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

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

We have audited, in accordance with the auditing standards generally accepted in the United States of America, the 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, the regulatory financial statements of the various individual funds and the account group of the City of Long Branch, as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the City's regulatory financial statements, and have issued our report thereon dated July 29, 2021. Our report disclosed that, as described in Note 1 to the financial statements, the City of Long Branch prepares its financial statements on a basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with a modified accrual basis and the budget laws of the State of New Jersey, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles.

***Internal Control Over Financial Reporting***

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

## SUPLEE, CLOONEY & COMPANY

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 City of Long Branch's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

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

### ***Compliance and Other Matters***

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

### ***Purpose of This Report***

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

  
\_\_\_\_\_  
CERTIFIED PUBLIC ACCOUNTANTS

  
\_\_\_\_\_  
REGISTERED MUNICIPAL ACCOUNTANT NO. 439

July 29, 2021



# SUPLEE, CLOONEY & COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

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E-mail [info@scenco.com](mailto:info@scenco.com)

## INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH REQUIREMENTS APPLICABLE TO MAJOR FEDERAL FINANCIAL ASSISTANCE PROGRAMS AND INTERNAL CONTROL REQUIRED BY THE UNIFORM GUIDANCE

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

### ***Report on Compliance for Each Major Federal Program***

We have audited the City of Long Branch's compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City of Long Branch's major federal programs for the year ended December 31, 2020. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

### ***Management's Responsibility***

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

### ***Auditor's Responsibility***

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

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

# SUPLEE, CLOONEY & COMPANY

## ***Opinion on Each Major Federal Program***

In our opinion, the City of Long Branch complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2020.

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

Management of the City of Long Branch is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City of Long Branch's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City of Long Branch's internal control over compliance.

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

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

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

  
\_\_\_\_\_  
CERTIFIED PUBLIC ACCOUNTANTS

  
\_\_\_\_\_  
REGISTERED MUNICIPAL ACCOUNTANT NO. 439

July 29, 2021

## CITY OF LONG BRANCH

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
YEAR ENDED DECEMBER 31, 2020

FEDERAL GRANTOR/PASS THROUGH GRANTOR/PROGRAM TITLE	FEDERAL CFDA NUMBER	GRANTORS NUMBER	GRANT AWARD AMOUNT	GRANT PERIOD		RECEIVED FISCAL YEAR 2020	EXPENDITURES FISCAL YEAR 2020	CUMULATIVE EXPENDITURES December 31 2020
				FROM	TO			
<b>U.S. Department of Housing and Urban Development</b>								
Community Development Block Grant	14.218	B-14-MC-34-0109	\$ 431,946.00	01/01/14	09/01/21	\$ 7,711.22	\$ 19,671.12	\$ 425,869.12
Community Development Block Grant	14.218	B-15-MC-34-0109	405,126.00	01/01/15	09/01/22			403,756.19
Community Development Block Grant	14.218	B-16-MC-34-0109	409,115.00	01/01/16	09/01/23			2,588.13
Community Development Block Grant	14.218	B-17-MC-34-0109	385,595.00	01/01/17	09/01/24			402,373.88
Community Development Block Grant	14.218	B-18-MC-34-0109	458,333.00	01/01/18	09/01/25	\$ 75,830.48	\$ 59,262.37	378,991.55
Community Development Block Grant	14.218	B-19-MC-34-0109	456,968.00	07/12/19	09/01/26	\$ 190,648.07	\$ 291,397.54	433,104.32
Community Development Block Grant	14.218	B-20-MC-34-0109	502,142.00	09/23/20	09/01/27			405,480.12
Community Development Block Grant - CARES ACT	14.218	B-20-MW-34-0109	295,390.00	08/05/20	08/04/26			57,444.33
Program Income	14.218	Not Applicable	6,995.62	01/01/20	12/31/20			1,410.15
Total U.S. Department of Housing and Urban Development								6,995.62
						\$ 293,860.89	\$ 429,197.79	\$ 2,515,425.28
<b>U.S. Department of the Treasury</b>								
Treasury Forfeiture Fund	21.016	N/A	87,126.63	Continuous		\$ 157.52	\$ 2,971.97	\$ 58,060.28
Pass through County of Monmouth								
Coronavirus Relief Fund (CARES ACT)	21.019	N/A	1,097,214.75	03/01/20	11/30/20	\$ 711,865.39	\$ 1,097,214.75	\$ 1,097,214.75
						\$ 712,022.91	\$ 1,100,186.72	\$ 1,155,275.03
<b>U.S. Department of Health and Human Services</b>								
Pass through the County of Monmouth								
Department of Human Services								
Title III-B-Senior Citizen Grant	93.044	13-001	32,900.00	01/01/19	12/31/19	\$ 12,600.00	\$ 26,000.00	\$ 32,900.00
Title III-B-Senior Citizen Grant	93.044	13-001	72,081.00	01/01/20	12/31/20	\$ 12,600.00	\$ 26,000.00	\$ 26,000.00
Total U.S. Department of Health and Human Services						\$ 25,200.00	\$ 26,000.00	\$ 58,900.00
<b>U.S. Department of Homeland Security</b>								
Pass through the State of New Jersey:								
Department of Law and Public Safety								
Hazard Mitigation - Duckbill Check Valves	97.039	FEMA -DR-4086-NJ-417-R	212,030.00	07/10/15	07/10/18	\$	\$	\$ 81,575.00
Urban Areas Security Initiative	97.067	EMW-2016-SS-00052-SO1	100,000.00	09/01/16	08/31/19			\$ 99,770.40
Total U.S. Department of Homeland Security						\$	\$	\$ 181,345.40
<b>U.S. Department of Justice</b>								
Coronavirus Emergency Supplemental Funding	16.034	2020-VD-BX-1094	34,913.00	01/20/20	01/19/22	\$	\$	\$ 25,408.70
COPS Hiring Program	16.710	2017UMVX0062	208,333.00	11/01/17	10/31/20			\$ 78,001.11
Edward Byrne Memorial Assistance	16.738	2020-DJ-BX	9,752.00	10/01/20	09/30/22			\$ 174,247.27
Total U.S. Department of Justice						\$	\$	\$ 9,752.00
						\$	\$	\$ 209,407.97
<b>U.S. Department of Transportation</b>								
Federal Transit - Capital Investment Grants	20.500	NJ-04-0034-00	1,772,320.00	2012	Completion	\$	\$	\$ 1,419,019.58
Total U.S. Department of Transportation								\$ 1,419,019.58
						\$ 1,031,083.80	\$ 1,668,546.32	\$ 5,539,373.26

CITY OF LONG BRANCH

NOTES TO THE SCHEDULES OF EXPENDITURES OF FEDERAL AWARDS

YEAR ENDED DECEMBER 31, 2020

NOTE 1. GENERAL

The accompanying schedule of expenditures of federal awards presents the activity of all federal financial assistance programs of the City of Long Branch, County of Monmouth, New Jersey. All federal financial assistance received directly from federal agencies, as well as federal financial assistance passed through other government agencies is included on the Schedule of Expenditures of Federal Awards.

NOTE 2. BASIS OF ACCOUNTING

The accompanying schedule of expenditures of federal awards is presented on the prescribed basis of accounting, modified accrual basis with certain exceptions, prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, that demonstrates compliance with the budget laws of New Jersey, which is a comprehensive basis of accounting, other than generally accepted accounting principles. The basis of accounting, with exceptions, is described in Note 1 to the City's financial statements - regulatory basis.

NOTE 3. RELATIONSHIP TO FEDERAL FINANCIAL REPORTS

Amounts reported in the accompanying schedule agrees with the amounts reported in the related federal and state financial reports. In addition, the City has not elected to use the de minimus cost rate as covered in 2 CFR 200.414 (F&AS) costs.

#### NOTE 4. RELATIONSHIP TO FINANCIAL STATEMENTS - REGULATORY BASIS

Amounts reported in the accompanying schedules agree with amounts reported in the City's regulatory basis financial statements. These amounts are reported in the Grant Fund, Trust Funds and HUD Trust Funds.

##### Revenues:

	<u>Federal</u>		<u>State</u>		<u>Other</u>		<u>Total</u>
<b>Grant Fund:</b>							
Appropriated	\$ 25,200.00		\$ 76,100.09		\$ 37,227.09		\$ 138,527.18
Unappropriated			\$ 60,980.39				\$ 60,980.39
Trust Other Fund		157.52					157.52
HUD Trust Fund		293,860.89					293,860.89
Cares Act		711,865.39					711,865.39
	<hr/>		<hr/>		<hr/>		<hr/>
	\$ 1,031,083.80		\$ 137,080.48		\$ 37,227.09		\$ 1,205,391.37

##### Expenditures:

	<u>Federal</u>		<u>State</u>		<u>Other</u>		<u>Total</u>
<b>Grant Fund</b>							
	\$ 139,161.81		\$ 146,703.36		\$ 202,911.50		\$ 488,776.67
Trust Other Fund		2,971.97					2,971.97
HUD Trust Fund		429,197.79					429,197.79
Cares Act		1,097,214.75					1,097,214.75
	<hr/>		<hr/>		<hr/>		<hr/>
	\$ 1,668,546.32		\$ 146,703.36		\$ 202,911.50		\$ 2,018,161.18

#### NOTE 5. OTHER

Matching contributions expended by the City in accordance with terms of the various grants are not reported in the accompanying schedule.

City of Long Branch  
Monmouth County, New Jersey

Schedule of Findings and Questioned Costs  
For the Year Ended December 31, 2020

**Section I - Summary of Auditor's Results**

**Financial Statements**

(1) Type of Auditor's Report Issued:	Unmodified
(2) Internal Control Over Financial Reporting:	
(a) Material weaknesses identified?	No
(b) Significant deficiencies identified that are not considered to be material weaknesses?	No
(3) Noncompliance material to the financial statements noted during the audit?	No

**Federal Program(s)**

(1) Internal Control Over Major Federal Programs:	
(a) Material weaknesses identified?	No
(b) Significant deficiencies identified that are not considered to be material weaknesses?	No
(2) Type of Auditor's Report issued on compliance for major federal program(s)?	Unmodified
(3) Any audit findings disclosed that are required to be reported in accordance with the Uniform Guidance and listed in Section III of this schedule?	No
(4) Identification of Major Federal Program(s):	

<u>Program</u>	<u>Grant Number</u>
----------------	---------------------

Coronavirus Relief Fund (CARES ACT)	21.019
-------------------------------------	--------

(5) Program Threshold Determination:

Type A Federal Program Threshold >= \$750,000.00  
Type B Federal Program Threshold < \$750,000.00

(6) Auditee qualified as a low-risk auditee under the Uniform Guidance? Yes

City of Long Branch  
Monmouth County, New Jersey

Schedule of Findings and Questioned Costs  
For the Year Ended December 31, 2020

**Section II – Financial Statement Audit – Reported Findings Under Government Auditing Standards**

**Internal Control Findings** – None Reported

**Compliance Findings** – None Reported

**Section III – Findings and Questioned Costs Relative to Major Federal Programs**

**Federal Programs** - None

**City of Long Branch**  
**Monmouth County, New Jersey**

**Summary Schedule of Prior Audit Findings**  
**For the Year Ended December 31, 2019**

**Status of Prior Year Audit Findings**

None Reported

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PART III

CITY OF LONG BRANCH

STATISTICAL DATA

LIST OF OFFICIALS

COMMENTS AND RECOMMENDATIONS

YEAR ENDED DECEMBER 31, 2020

**COMPARATIVE STATEMENT OF OPERATIONS AND  
CHANGE IN FUND BALANCE - CURRENT FUND**

	YEAR 2020		YEAR 2019	
	AMOUNT	%	AMOUNT	%
<b><u>REVENUE AND OTHER INCOME REALIZED</u></b>				
Fund Balance Utilized	\$ 4,417,133.91	3.44%	\$ 4,417,133.91	3.61%
Miscellaneous - From Other Than Local Property Tax Levies	16,973,643.93	13.21%	18,191,809.49	14.86%
Collection of Delinquent Taxes and Tax Title Liens	1,894,084.83	1.47%	1,460,767.38	1.19%
Collection of Current Tax Levy	<u>105,189,693.78</u>	<u>81.88%</u>	<u>98,368,502.89</u>	<u>80.34%</u>
<b>Total Income</b>	<b>\$ 128,474,556.45</b>	<b>100.00%</b>	<b>\$ 122,438,213.67</b>	<b>100.00%</b>
<b><u>EXPENDITURES</u></b>				
Budget Expenditures:				
Municipal Purposes	\$ 59,157,578.33	48.31%	\$ 57,517,805.55	49.10%
County Taxes	13,995,996.79	11.43%	13,489,245.93	11.51%
Local School Taxes	48,891,979.00	39.93%	45,662,049.00	38.98%
Other Expenditures	<u>403,948.76</u>	<u>0.33%</u>	<u>482,776.75</u>	<u>0.41%</u>
<b>Total Expenditures</b>	<b>\$ 122,449,502.88</b>	<b>100.00%</b>	<b>\$ 117,151,877.23</b>	<b>100.00%</b>
Excess in Revenue	\$ 6,025,053.57		\$ 5,286,336.44	
Fund Balance, January 1	<u>16,057,903.28</u>		<u>15,188,700.75</u>	
	\$ 22,082,956.85		\$ 20,475,037.19	
Less: Utilization as Anticipated Revenue	<u>4,417,133.91</u>		<u>4,417,133.91</u>	
Fund Balance, December 31	<b>\$ 17,665,822.94</b>		<b>\$ 16,057,903.28</b>	

### COMPARATIVE SCHEDULE OF TAX RATE INFORMATION

	<u>2020</u>	<u>2019</u>	<u>2018</u>
Apportionment of Tax Rate:			
Local Municipal	0.854	0.857	0.867
County	0.275	0.283	0.297
Local School	<u>0.961</u>	<u>0.962</u>	<u>0.950</u>
Total Tax Rate	<u>2.090</u>	<u>2.102</u>	<u>2.114</u>

### ASSESSED VALUATIONS:

2020	\$5,085,432,500.00
2019	\$4,749,814,120.00
2018	\$4,539,905,160.00

### COMPARISON OF TAX LEVIES AND COLLECTION CURRENTLY

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

<u>YEAR</u>	<u>TAX LEVY</u>	<u>CASH COLLECTION</u>	<u>PERCENTAGE OF COLLECTIONS</u>
2020	\$106,712,805.86	\$105,189,693.78	98.57%
2019	100,245,340.15	\$98,368,502.89	98.12%
2018	96,855,742.56	95,395,746.19	98.49%

### DELINQUENT TAXES AND TAX TITLE LIENS

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

<u>YEAR</u>	<u>AMOUNT OF TAX TITLE LIENS</u>	<u>AMOUNT OF DELINQUENT TAXES</u>	<u>TOTAL DELINQUENT</u>	<u>PERCENTAGE OF TAX LEVY</u>
2020	\$94,066.53	\$1,494,680.58	\$1,588,747.11	1.49%
2019	85,610.39	1,905,770.75	1,991,381.14	1.99%
2018	78,477.01	1,446,167.23	1,524,644.24	1.57%

PROPERTY ACQUIRED BY TAX TITLE LIEN LIQUIDATION

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

<u>YEAR</u>	<u>AMOUNT</u>
2020	\$6,022,700.00
2019	\$6,022,700.00
2018	\$6,201,300.00

COMPARATIVE SCHEDULE OF FUND BALANCES

CURRENT FUND:

<u>YEAR</u>	<u>BALANCE DECEMBER 31</u>	<u>UTILILIZED IN BUDGET OF SUCCEEDING YEAR</u>
2020	\$17,665,822.94	\$4,417,133.91
2019	16,057,903.28	4,417,133.91
2018	15,188,700.75	4,417,133.91
2017	11,733,886.87	3,794,797.35
2016	10,393,889.24	2,900,000.00

## OFFICIALS IN OFFICE AND SURETY BONDS

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

<u>NAME</u>	<u>TITLE</u>	<u>AMOUNT</u>
John Pallone	Mayor	*
Mario Vieira	Council President	*
Dr. Mary Jane Celli	Council Vice President	*
Bill Dangler	Councilmember	*
Rose Widdis	Councilmember	*
Dr. Anita Voogt	Councilmember	*
George Jackson	Business Administrator	*
Michael Martin	Chief Financial Officer	*
Patrice Antonucci	Comptroller	*
Kathy L. Schmelz	City Clerk	*
Carla Tomas	Tax Collector	*
Terri L. Turner	Municipal Court Administrator	*
John E. Butow	Tax Assessor	*

\*All Employees are covered under a \$1,000,000.00 Employees Dishonesty Blanket Coverage Bond through the Statewide Insurance Fund.

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COMMENTS AND RECOMMENDATIONS

## GENERAL COMMENTS

### CONTRACTS AND AGREEMENTS REQUIRED TO BE ADVERTISED FOR N.J.S.A. 40A:11-4

Every contract or agreement for the performance of any work or the furnishing or hiring of any materials or supplies, the cost or the contract price whereof is to be paid with or out of public funds, not included within the terms of Section 3 of this act, shall be made or awarded only by the governing body of the contracting unit after public advertising for bids and bidding therefore, except as is provided otherwise in this act or specifically by any other law. No work, materials or supplies shall be undertaken, acquired or furnished for a sum exceeding in the aggregate the amount set forth in or the amount calculated by the Governor pursuant to Section 3 of P.L. 1971 c.198 (C.40A:11-3), except by contract or agreement.

Effective July 1, 2020, the bid threshold in accordance with N.J.S.A. 40A:11-4 is \$17,500.00 or up to \$44,000.00 if the entity has a Qualified Purchasing Agent. The City has a Qualified Purchasing Agent and has Not elected to increase its bid threshold to \$44,000.00.

The governing body of the Municipality has the responsibility of determining whether the expenditures in any category will exceed \$44,000.00 within the fiscal year. Where question arises as to whether any contract or agreement might result in violation of the statute, the City Attorney's opinion should be sought before a commitment is made.

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

- Brush Grinding
- Liberty Street Concrete Improvements
- Garfield Avenue and Harrison Drainage Improvements
- Road Program
- Parking Lot Improvements at Branchport Park
- Disposal of Bulky Waste
- Third Avenue Improvements

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

Our examination of expenditures did not reveal any individual payments, contracts or agreements in excess of \$44,000.00 for the performance of any work or the furnishing or hiring of any materials or supplies, other than those where bids had been previously sought by public advertisement or where a resolution had been previously adopted under the provisions of N.J.S.A. 40A:11-6.

**CONTRACTS AND AGREEMENTS REQUIRED TO BE ADVERTISED FOR N.J.S.A. 40A:11-4  
(CONTINUED)**

The minutes indicate that resolutions were adopted authorizing the awarding of contracts or agreements for "Professional Services" as required by N.J.S.A. 40:11-14:

Auditor  
Engineering Services  
Architectural Services  
Labor Counsel  
Legal Services  
Planning Services

**COLLECTION OF INTEREST ON DELINQUENT TAXES AND ASSESSMENTS**

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

The governing body on December 23, 2019 adopted the following resolution authorizing interest to be charged on delinquent taxes and assessments:

WHEREAS, N.J.S.A. 54:4-66 & 67 provide that taxes for municipalities operating under the calendar fiscal year shall be payable the first installment as hereinafter provided for on February 1, the second installment on May 1, the third installment on August 1 and the fourth installment on November 1, after which dates if unpaid, they shall become delinquent and remain delinquent until such time as all unpaid taxes, including taxes and other liens subsequently due and unpaid, together with interest have been fully paid and satisfied, and

WHEREAS, N.J.S.A. 54:4-67 provides that no interest shall be charged if payment of any installment is made within the tenth calendar day following the date upon which the same became payable, and,

WHEREAS, N.J.S.A. 54:4-67 provides that "Delinquency" means the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years, and,

WHEREAS, N.J.S.A. 54:5-6 provides that taxes are a continuous lien and all subsequent taxes, interest, penalties and costs of collection which are imposed or accrue are added to the lien and become part of it, and,

NOW, THEREFORE BE IT RESOLVED, that upon recommendation of the City of Long Branch, Tax Collector, interest at the rate of 8% per annum be charged on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 be charged, to be calculated from the date the tax was payable until the date that actual payment to the tax collector is made and,

BE IT FURTHER RESOLVED, that in addition to the interest provided above, on all delinquencies in excess of \$10,000.00 and which are not paid prior to the end of the fiscal year, the Tax Collector shall fix a 6% year end penalty, to become effective January 1, 2020.

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

## VERIFICATION OF DELINQUENT TAXES AND OTHER CHARGES

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

<u>TYPE</u>	10
Payments of 2020 Taxes	10

## TAX TITLE LIENS

The last tax sale was held on September 15, 2020 and was complete.

An examination of the tax sale certificates revealed all certificates were on file and available for audit.

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

<u>YEAR</u>	NUMBER OF <u>LIENS</u>
2020	7
2019	7
2018	7

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

## OTHER COMMENTS

### Interfund Balances

Transactions invariably occur in one fund which requires a corresponding entry to be made in another fund, thus creating interfund balances. Reference to the various balance sheets show the interfund balances remaining at year end. As a general rule all interfund balances should be closed out as of the end of the year. It is the City's policy to review and liquidate all interfund balances on a periodic basis.

## **RECOMMENDATIONS**

**None**



**SUPLEE, CLOONEY & COMPANY**  
CERTIFIED PUBLIC ACCOUNTANTS

308 East Broad Street, Westfield, New Jersey 07090-2122

Telephone 908-789-9300      Fax 908-789-8535  
E-mail [info@scnco.com](mailto:info@scnco.com)

Ms. Heather Capone  
City Clerk  
City of Long Branch  
344 Broadway Avenue  
Long Branch, New Jersey 07740

RE: CITY OF LONG BRANCH  
MONMOUTH COUNTY, NEW JERSEY

Dear Ms. Capone:

Enclosed herewith please find copy of Report of Municipal Court prepared by us during the course of our audit for the year 2020.

Yours very truly,

SUPLEE, CLOONEY & COMPANY

  
\_\_\_\_\_  
Robert W. Swisher, Partner

July 29, 2021

RWS:mvf  
Encls.



**SUPLEE, CLOONEY & COMPANY**  
CERTIFIED PUBLIC ACCOUNTANTS

308 East Broad Street, Westfield, New Jersey 07090-2122

Telephone 908-789-9300

Fax 908-789-8535

E-mail [info@scnco.com](mailto:info@scnco.com)

Ms. Heather Capone  
City Clerk  
City of Long Branch  
344 Broadway Avenue  
Long Branch, New Jersey 07740

RE: CITY OF LONG BRANCH  
MONMOUTH COUNTY, NEW JERSEY

Dear Ms. Capone:

Enclosed herewith please find copy of Report of Municipal Court prepared by us during the course of our audit for the year 2020.

Yours very truly,

SUPLEE, CLOONEY & COMPANY

A handwritten signature in black ink, appearing to read "Robert W. Swisher".

Robert W. Swisher, Partner

July 29, 2021

RWS:mvf  
Encls.

# ANNUAL AUDIT REPORT

## FOR THE YEAR 2020

**MUNICIPAL COURT OF:** CITY OF LONG BRANCH  
**COUNTY OF:** MONMOUTH

**COURT INFORMATION:**

ADDRESS: 279 BROADWAY  
LONG BRANCH, NJ 07740

PHONE: (732) 571-6500  
COUNTY: MONMOUTH  
JUDGE: LUANNE PETERPAUL  
COURT  
DIRECTOR:  
COURT  
ADMINISTRATOR: TERRI TURNER

**REPORT COMPLETED BY:**

NAME: ROBERT W. SWISHER  
SIGNED BY: *Robert W. Swisher*  
ADDRESS: SUPLEE, CLOONEY, AND COMPANY  
308 EAST BROAD STREET  
WESTFIELD, NEW JERSEY 07090

R.M.A. NUMBER: 439

## RECEIPTS AND DISBURSEMENTS FOR THE YEAR ENDING DECEMBER 31, 2020

AGENCY	BEGINNING BALANCE AS OF DECEMBER <u>31, 2019</u>	RECEIPTS	DISBURSEMENTS	ENDING BALANCE AS OF DECEMBER <u>31, 2020</u>
STATE OF NEW JERSEY	<u>\$11,413.57</u>	<u>\$105,464.67</u>	<u>\$111,802.97</u>	<u>\$5,075.27</u>
COUNTY	<u>19,495.18</u>	<u>139,908.25</u>	<u>147,306.98</u>	<u>12,096.45</u>
MUNICIPALITY	<u>44,988.74</u>	<u>443,720.47</u>	<u>457,705.24</u>	<u>31,003.97</u>
POAA	<u>128.00</u>	<u>406.00</u>	<u>532.00</u>	<u>2.00</u>
WEIGHTS AND MEASURES		<u>3,884.00</u>	<u>3,734.00</u>	<u>150.00</u>
SPCA				
RESTITUTION	<u>1,365.00</u>	<u>1,329.31</u>	<u>2,670.31</u>	<u>24.00</u>
PUBLIC DEFENDER	<u>650.00</u>	<u>1,615.50</u>	<u>2,265.50</u>	
FISH & GAME	<u>200.00</u>		<u>200.00</u>	
CONDITIONAL DISMISSAL				
SOLID WASTE				
LOCAL PARK COMISSION		<u>1,100.00</u>	<u>1,100.00</u>	
INTEREST				
<b>TOTAL MAGISTRATE</b>	<b><u>78,240.49</u></b>	<b><u>697,428.20</u></b>	<b><u>727,317.00</u></b>	<b><u>48,351.69</u></b>
<b>BAIL ACCOUNT</b>	<b><u>3,450.00</u></b>	<b><u>29,537.00</u></b>	<b><u>29,987.00</u></b>	<b><u>3,000.00</u></b>
	<b><u>\$81,690.49</u></b>	<b><u>\$726,965.20</u></b>	<b><u>\$757,304.00</u></b>	<b><u>\$51,351.69</u></b>

\*Was the ending balance disbursed by the 15th of the next month?  Yes  If not, explain?

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## GENERAL MUNICIPAL COURT INFORMATION

1. Does this court serve more than one municipality? No
2. Amount paid or charged in 2020 to 2020 appropriations for salaries of judge(s)  
Other staff \$342,801.80 And expenses \$156,910.21 \$47,500.00
3. Is an approved statewide violations bureau schedule of fines prominently posted in the place where fines are to be paid to the violations clerk? Yes
4. Does the court have an approved supplemental Local Violations Bureau Schedule?  
If so, is it prominently posted in the place where fines are to be paid to the violations clerk? Yes Yes
5. List staff members that are bonded: All under JIF blanket bond
 

		Amount of Bond	
Judge	Luanne Peterpaul	\$1,000,000.00	
Court Adm.	Terri Turner	1,000,000.00	
Deputy Court Adm.	Diane Stamberger	1,000,000.00	
Deputy Court Adm.	Maggie Hammel	1,000,000.00	
Violation Clerk	Ilda Guiomar	1,000,000.00	
Otilia Silva	Bilingual Clerk	1,000,000.00	
Deanna Owens	Deputy Court Administrator	1,000,000.00	
6. When does Judges term expire? 7/31/21
7. Are uniform Traffic tickets serially numbered, properly controlled and accounted for? Yes
8. Are tickets eligible for destruction disposed of in a timely and proper manner? Yes

## FINANCIAL PROCEDURES

### Daily Financial Procedures

1. Are separate cash boxes maintained for each employee that receives money? Yes
2. Who is responsible for completing the Daily Bank Deposit? Terri Turner
3. Who is responsible for transporting the Daily Deposit to the bank? Police Escort
4. What procedures are followed to transport the moneys to the bank(i.e. security)?  
Police Officer takes the locked bank bag to the bank in the Police vehicle
5. Are deposits made within 48 hours ? Yes If not , please explain :  
\_\_\_\_\_
6. Do the above cash handling procedures provide for adequate security and separation of responsibilities?  
Yes
7. Do the deposit slips match the totals provided by the Daily Batch and Criminal Journal?  
If no , please explain: \_\_\_\_\_ Yes
8. Do the deposit slips match the daily totals displayed on the ATS Monthly Cashbook?  
If no , please explain: \_\_\_\_\_ Yes
9. Are the deposit slips attached to the ATS Daily Batch Report and Criminal Journal?  
Yes
10. As of what date or dates was cash counted, reconciliation made and bank balances confirmed?  
\_\_\_\_\_

**Monthly Financial Procedures**

11 Are separate general / bail accounts maintained? Yes

12 Is the court utilizing the ATS/ACS monthly cash book? Yes If not, please explain:  
\_\_\_\_\_  
13 Who is responsible for the municipal court financial procedures ( name and title )?  
Teri Turner, Court Administrator and Diane Stamberger, Deputy Court Administrator

14 Do the monthly disbursement checks equal account totals on Part V of the ATS monthly cash book?  
If no, please explain:  
Yes \_\_\_\_\_

15 Are monies turned over to the proper agencies on or before the 15th of the month? Yes  
If not, please explain: \_\_\_\_\_

16 Does the general account accrue interest? Yes Bail? Yes  
Is the interest turned over on a monthly basis? Yes

17 Are overpayment checks written on a monthly basis? Yes Interest? N/A

18 Is the bank reconciliation page of the monthly cash book completed and balanced? Yes  
If not, please explain: \_\_\_\_\_

19 Are the fiscal records kept in a safe place? Yes

**Bail Procedures**

20 Is bail collected by the police department properly and promptly turned over to the municipal court?  
Yes \_\_\_\_\_

21 Are bail refunds done in a timely manner? Yes \_\_\_\_\_

22 Are bail forfeitures done in a timely manner? Yes \_\_\_\_\_

23 Are the cash balances on the Monthly Bail on Account Report equal to the account balance in  
the bail account? Yes \_\_\_\_\_

**COMMENTS:**

None

### RECOMMENDATIONS:

None

**SECTION 5.06 NO IMPROVEMENTS OR ALTERATIONS.** The Tenant agrees that no improvements or alterations may be made to the Premises without the written consent of the Housing Authority and HUD. In the event that any improvements or alterations are necessary for the operation by the Tenant and the Housing Authority and HUD consent thereto, the Tenant agrees to pay, at the Tenant's sole expense, the costs of such improvements or alterations and all costs for procuring governmental permits, variances, etc., which may be required for said improvements or alterations to be made.

**SECTION 5.07 TREATMENT OF IMPROVEMENTS OR ALTERATIONS.** All alterations, additions, or improvements made by the Tenant shall become the property of the Housing Authority at the termination of this Lease. However, the Housing Authority may require that the Tenant remove any or all alterations, additions and improvements installed or made by the Tenant, and any other property placed on the Premises by the Tenant, upon termination of the Lease at the Tenant's sole cost and expense. In the event that the Housing Authority requires the Tenant to remove such alterations, additions, or improvements, the Tenant shall repair any damage to the Premises caused by such removal.

**SECTION 5.08 CONDITION OF PREMISES.** On a daily and continual basis, the Tenant shall at all times maintain the Premises in and to a neat, clean, safe and sanitary condition, free from any hazards, dangers, and/or defects.

**SECTION 5.09 IMPACT ON INSURANCE.** The Tenant shall not use the Premises or permit them to be used in any manner that will cause a cancellation of, or an increase in the existing rates for, fire, liability, or other insurance policies insuring the Premises or any improvements on the Premises, or insuring the Housing Authority for any liability in connection with ownership of the Premises.

**SECTION 5.10 FOOD.** The Tenant shall not cook food on the Premises.

**SECTION 5.11 WASTE/NUISANCE.** The Tenant shall not use, or permit the use of, the Premises in any manner that results in waste of the Premises, or any other property owned by the Housing Authority, or that constitutes a nuisance.

**SECTION 5.12 RESPECT FOR OTHER OCCUPANTS.** The Tenant will conduct itself, and will cause its officers, employees, agents, representatives, licensees, invitees, and guests to conduct themselves, with full regard for the rights, convenience and welfare of all other persons on the Premises.

**SECTION 5.13 DAMAGE TO PREMISES.** The Tenant shall not in any way damage or destroy, or permit to be damaged or destroyed, the Premises or the Building. The Tenant shall be responsible to the Housing Authority for all costs for repairs, damage to the Premises or the Building or to any fixtures, equipment or furniture in the Premises or Building, arising out of the use of the Premises by the Tenant. The Tenant shall pay the cost of repairs and/or replacement for any damage or breakage caused by the Tenant or by the Tenant's officers, employees, agents, representatives, licensees, invitees, and/or guests on or about the Premises and/or Building with the Tenant's permission.

The Tenant shall immediately notify the Housing Authority in the event that any portion of the Premises is damaged or in need of repair.

**SECTION 5.14 RULES AND REGULATIONS.** The following rules and regulations govern the use of all areas of the Premises and the Building (collectively referred to as the "Property"):

- (a) The Tenant shall not obstruct the sidewalks, driveways, yards, lawns, entrances, hallways, passageways, and stairways, but shall keep and maintain same in a clean condition, free from debris, trash, refuse, snow, and ice.
- (b) The Tenant shall not at any time play any television set, radio, stereo, musical instrument, or amplified device in the Premises or anywhere else on the Property if the noise disturbs or annoys neighbors.
- (c) The Tenant shall keep the Property in a good state and in a clean condition. Sweepings, rubbish, rags, or other objects shall not be swept or thrown out of windows, doors, or balconies, or into halls. The Tenant shall not sweep or throw, or permit to be swept or thrown, any dirt or other substances from the Premises into any common area of the Property.
- (d) Bathroom fixtures, kitchen fixtures, plumbing fixtures and any other fixtures, appliances or improvements on the Property shall be used by the Tenant for proper purposes only and only in accordance with terms and conditions of the Lease.
- (e) No pets or animals, except service or assistance animals, are allowed on the Property, either temporarily or permanently, without the written consent of the Housing Authority.
- (f) The Tenant shall not mark, mar, or damage the walls, ceilings, windows, floors, doors, woodwork, wood paneling, or any part of the interior of the Property with nails, tacks, screws, paint, or anything else that causes permanent damage. Wood paneling may not be altered or painted in any way, and must be left in the same condition as it was in at the beginning of the lease. Nothing herein shall prevent the Tenant from hanging and/or displaying necessary notices and professional licenses. The Tenant, upon conclusion of this lease, shall repair any damage caused as a result of hanging said notices and professional licenses or the Housing Authority may repair the damage at the Tenant's expense.

## **ARTICLE 6. RESTRICTIONS ON THE USE OF THE OFFICES**

**SECTION 6.01 PERMITTED USES.** The Tenant shall operate the Center as a community center and use the Offices for the City's professional or governmental work.

## **ARTICLE 7. RESTRICTIONS ON THE USE OF THE GYMNASIUM**

**SECTION 7.01 PERMITTED USE.** The Gymnasium shall be operated in a safe manner consistent with all Federal, State, and local legal requirements, including but not limited to all legal safety requirements and any legal requirements mandating the presence of licensed/certified coaches and officials for youth and adult sporting activities.

**SECTION 7.02 EVENTS.** The Tenant shall comply with the following rules for holding events in the Gymnasium:

- (a) Alcoholic beverages shall not be allowed on the Premises.
- (b) Any equipment used during the event must be cleaned and returned to its proper place.
- (c) The City shall be responsible for cleaning the Gymnasium after each use.
- (d) The City shall ensure that the Gymnasium remains free of any dangerous conditions.

## **ARTICLE 8. INSURANCE**

**SECTION 8.01 COVERAGE REQUIREMENTS.** Prior to the execution of this Lease, the Tenant shall furnish the Housing Authority with a Certificate of Insurance showing the following insurance coverages for the activities of the Tenant on the Premises and naming the Housing Authority as an "Additional Insured" thereunder:

- (a) Commercial Property & Casualty Insurance with a blanket limit, on a replacement cost basis, and with an agreed value clause that eliminates any coinsurance provision.
- (b) Comprehensive General Liability Insurance: must be in an amount not less than \$3,000,000 per occurrence and include damage to the rented premises, medical expenses (any one person) and personal and advertising injury. The insurance shall provide coverage for all on-site sport and/or recreational activities that Tenant intends to conduct. The property and casualty section must specifically identify the Premises as being covered by the Policy.
- (c) Worker's Compensation Insurance: all aspects of coverage (including but not limited to scope and amount of coverage) must be in accordance with New Jersey Worker's Compensation laws.

**SECTION 8.02 CHANGES IN COVERAGE.** The Tenant shall notify the Housing Authority at least thirty (30) days prior to any cancellation of or change in coverage.

## **ARTICLE 9. INDEMNIFICATION**

**SECTION 9.01 INDEMNIFICATION BY TENANT.** The Tenant shall indemnify and hold harmless the Housing Authority, its Board, Commissioners, officers, employees, agents, successors and assigns from and against any and all liability, losses, injuries, deaths, damages, claims, demands, suits, actions, fees, costs, charges, judgments, and expenses, including but not limited to reasonable attorneys' fees, which may in any manner arise out of or result from the use of the Premises by the Tenant, its officers, employees, agents, representatives, licensees, invitees, and/or guests. This obligation shall survive the termination of the Lease.

**SECTION 9.02 NO INDEMNIFICATION BY HOUSING AUTHORITY.** The Housing Authority shall not indemnify the Tenant under any circumstances.

## **ARTICLE 10. ASSIGNMENT**

**SECTION 10.01 NO ASSIGNMENT.** The Tenant may not assign its rights or obligations under this Lease without the express, written consent of the Housing Authority and HUD. Any purported assignment without the Housing Authority's and HUD's written authorization is void and unenforceable.

## **ARTICLE 11. SUBLetting**

**SECTION 11.01 NO SUBLetting.** The Tenant shall not sublet all or any portion of the Premises. Any purported subletting without the Housing Authority's written authorization is void and unenforceable.

## **ARTICLE 12. RIGHT OF ENTRY AND INSPECTION**

**SECTION 12.01 RIGHT OF ENTRY.** The Tenant agrees that the Housing Authority shall have the right to enter into and upon the Premises, or any part thereof, at all reasonable hours for the purpose of examining the same, inspecting and/or maintaining the Premises, and/or as necessary for legal compliance including any purpose related to HUD, without unduly or unreasonably disturbing the operations of the Tenant (except in the event of emergency)

**SECTION 12.02 SHOWING OF PREMISES.** The Housing Authority may enter upon the Premises for the purpose of showing same to prospective new tenants at any reasonable time.

**SECTION 12.03 MAINTENANCE AND REPAIRS.** In the event that, upon inspection, the Housing Authority determines that maintenance or repairs of any kind is necessary to properly maintain the Premises or to comply with any state or federal regulation, Tenant shall arrange for such, at its expense, as soon as reasonably possible. In the event that any of the mechanical, plumbing, HVAC, and/or other building systems require repair, Tenant shall notify the Housing Authority immediately. Tenant shall provide to the Housing Authority the identity of the vendors who work on the building, together with copies of the vendor contracts. All work must be performed in a workmanlike manner to prevailing quality standards.

## **ARTICLE 13. QUIET ENJOYMENT**

**SECTION 13.01 QUIET ENJOYMENT.** The Housing Authority covenants and represents that the Tenant, on paying the rent in the amounts, at the times, and in the manner herein specified, and performing the covenants aforesaid, shall and may peaceably and quietly have, hold, and enjoy the Premises, subject to the terms of this Lease, without molestation or interference by the Housing Authority.

## **ARTICLE 14. TERMINATION FOR CONVENIENCE**

**SECTION 14.01 REQUIRED NOTICE.** Either party may terminate this Lease by providing the other party with sixty (60) days written notice. No further notice shall be required. At the expiration of the sixty (60) day notice period, the Tenant agrees to vacate the Premises. The provisions of HUD form 5370-C are incorporated herein by reference OMB Approval No. 2577-0157 (exp. 11/30/2023).

**SECTION 14.02 PAYMENT DUE.** In the event of a termination for convenience hereunder, the Tenant shall pay the Housing Authority for all rent, utilities, and costs incurred through to the date Tenant vacates the Premises.

**SECTION 14.03 SURRENDER OF PREMISES.** The Tenant covenants and agrees that upon the termination of this Lease, it will quit and surrender the Premises in as good state and condition as they were at the commencement of the term of this Lease, wear from reasonable use thereof and damages by the elements excepted, and subject to any improvements made by the Tenant as authorized under this Lease.

## **ARTICLE 15. TERMINATION BY DEFAULT**

**SECTION 15.01 EFFECT OF DEFAULT.** This Lease may be terminated if there has been a material default in the performance or observance of any term or condition of this Lease by the Tenant.

**SECTION 15.02 EVENTS OF DEFAULT.** The Tenant's failure to perform any of its obligations under this Lease, including but not limited to the following, shall constitute a material breach of the Lease and an event of default:

- (a) Failure to make any payment required under the Lease when due, including any fee or expense as enumerated in Article 4.
- (b) Failure to comply with any rule, regulation or restriction as described in Article 5.
- (c) Failure to comply with the usage restrictions for the Premises as set forth in Articles 6 (offices) and 7 (gymnasium).
- (d) Failure to comply with the insurance requirements as set forth in Article 8.
- (e) Failure to comply with the Lease requirements concerning indemnification, assignment and/or subletting as set forth in Articles 9, 10, and 11, respectively.
- (f) Failure to comply with any HUD regulations, notices, policies, and/or directives, including those set forth in Article 16 herein.
- (g) Failure to comply with any other material term of this Lease.
- (h) Vacating or abandoning the Premises.
- (i) Causing damage to the Premises.

In the event of default, the Housing Authority will provide notice of said default to Tenant and Tenant shall have thirty (30) days to surrender the premises.

**SECTION 15.03 NO WAIVER.** If the Housing Authority considers it to be in its best interests, it may elect not to declare a default or to terminate this Lease. The parties acknowledge that this provision is solely for the benefit of the Housing Authority and that if the Housing Authority elects not to terminate this Lease as aforesaid, such election shall not constitute a waiver by the Housing Authority of its right to pursue any or all available legal remedies, nor shall the Tenant be relieved of any of its responsibilities, duties or obligations under this Lease.

**SECTION 15.04 ADDITIONAL REMEDIES.** The remedies specified above are not, nor are they intended to be, the exclusive remedies available to the Housing Authority, but each and every such remedy shall be cumulative and shall be in addition to any other remedies, existing now or hereafter, at law or in equity. No delay or failure to exercise any right or power accruing upon any event of default shall impair any such right or power, nor shall it be construed as a waiver of any event of default or acquiescence therein, and every such right and power may be exercised from time to time and as often as may be deemed expedient.

**SECTION 15.05 PAYMENT DUE.** In the event of a termination by default hereunder, the Tenant shall pay the Housing Authority for all rent, utilities, and costs incurred through to the date of termination.

**SECTION 15.06 SURRENDER OF PREMISES.** The Tenant covenants and agrees that upon the termination of this Lease, it will, within thirty (30) days, quit and surrender the Premises in as good

state and condition as they were at the commencement of the term of this Lease, wear from reasonable use thereof and damages by the elements excepted, and subject to any improvements made by the Tenant as authorized under this Lease.

## **ARTICLE 16. HUD REQUIREMENTS**

**SECTION 16.01 CONFLICT CLAUSE.** To the extent that any of the foregoing is in conflict with the requirements of the United States Housing Act of 1937 (1937 Act), as amended, federal regulations, and the Annual Contributions Contract (“ACC”), as amended, and other HUD requirements, the HUD requirements shall control and govern in such instances of conflict.

**SECTION 16.02 INDEMNIFICATION CLAUSE.** It is acknowledged and agreed that the PHA (Site Owner) has no authority to provide guarantees, indemnifications, rights of set off, or other pledges involving the assets of any Public Housing Project (as the term ‘Project’ is defined in the ACC between PHA and HUD (the “Public Housing Project”) or other assets of the PHA, including and Housing Choice Voucher (HCV) related assets of the PHA. Accordingly, except as approved by HUD in writing, it is acknowledged that there is no legal right of recourse against: (1) any Public Housing Project of PHA; (2) any operating receipts (as the term “operating receipts” is defined in ACC), HCV receipts or Capital or Operating Funds of PHA; (3) any public housing operating reserve of PHA reflected PHA’s annual operating budget and required under the ACC, or (4) any other asset of the PHA related to the 1937 Act. Should any assets of the PHA be identified at a later date as meeting the criteria set forth above, any guarantees, indemnifications, right of set off, or other pledges involving those assets will be deemed null, void, and unenforceable.

**SECTION 16.03 TERMINATION CLAUSE.** If HUD approves the termination of the ACC at the public housing project and/or release of the DOT/DORC (e.g., through a disposition under Section 18 of the 1937 Act, the Rental Assistance Demonstration (RAD) program or any other removal action of the SAC), the PHA may terminate this agreement. In addition, if HUD determines that the agreement does not comply with federal public housing requirements, the PHA may terminate the agreement.

**SECTION 16.04 HUD IS NOT A GUARANTOR.** HUD is not a Guarantor of the PHA and is not liable for the actions of the PHA under this agreement.

**SECTION 16.05 NO ASSIGNMENT RIGHTS OR RIGHTS OF MORTGAGE OR SECURITY INTERESTS.** The agreement does not include any assignment rights or rights of mortgage or security interests unless HUD approval under section 30 of the 1937 Act has been obtained.

**SECTION 16.06 CIVIL RIGHTS COMPLIANCE.** The agreement will not violate any remedial civil rights agreement or order and is consistent with court or administrative agency-ordered requirements or requirements in a settlement agreement.

### **SECTION 16.07 STANDARD HUD RIDER PROVISIONS.**

- (a) The lease shall not be modified or terminated except for a breach of covenant thereof without the prior written consent of the mortgagee and HUD.
- (b) There shall be no assignment or subleasing of any portion of the leased premises without the prior written consent of the mortgagee and HUD.

- (c) The lease may be terminated, at the option of HUD, in the event the Secretary becomes mortgagee or Owner of the property.
- (d) The use of the leased premises as initially approved by HUD shall not be changed without the written consent of HUD.
- (e) In the event that rental rates under lease are stated in other than a fixed dollar amount, such as a lease specifying rents based on a percentage of the income accruing from the business for which the premises were leased, a provision should be included fixing the minimum dollar amount as an annual rent.
- (f) In the event of any conflicts between the terms of the lease and the HUD-insured Mortgage, Mortgage Note, or Regulatory Agreement, the terms of the HUD-Insured Mortgage, Mortgage Note, or Regulatory Agreement shall remain in control.
- (g) Landlord and Tenant acknowledge that the mortgagee and HUD have the right to apply the money derived from any hazard insurance proceeds on the property to the reduction of the debt. The lease shall not obligate the landlord to rebuild or restore the premises in the event that all or any of the buildings covered by the mortgage shall be destroyed or damaged by fire or casualty, without the prior written approval of the mortgagee and HUD. Either party may terminate the lease, in the event that insurance proceeds are not made available for repairs or restoration.
- (h) Landlord and Tenant acknowledge that the mortgagee and HUD have the right to apply the money derived from any award of damages in connection with condemnation or a taking of the property by eminent domain to the reduction of the debt. The lease shall not obligate the landlord to rebuild or restore the premises in the event that all or any of the buildings covered by the mortgage shall be condemned or taken, without the prior written approval of the mortgagee and HUD. Either party may terminate the lease, in the event that any award of funds are not made available to make the premises suitable for the use intended under the lease.
- (i) Landlord and Tenant acknowledge that all rents, profits, and income payable to the landlord are assigned to the mortgagee and HUD for the purposes of discharging the landlord's debt and that the landlord has permission to collect such rents, profits and income from the tenant so long as no default exists under the project's loan documents. In the event of such default, the tenant shall, upon written notice from the mortgagee and HUD, pay all rental charges directly to the mortgagee, HUD or another entity designated in such notice.
- (j) Tenant covenants that it will not voluntarily create or permit to be created against the property any lien or encumbrance nor make a pledge or an assignment of any interest in the premises.
- (k) Any provision in the lease, which requires the landlord to indemnify or hold harmless the tenant, shall be null and void and have no force or effect, for so long as the mortgage on the property is either insured or held by HUD or HUD has an Ownership interest in or possession of the property.
- (l) Tenant agrees not to seek to recover any damages, costs or expenses from the project, the project's assets, or HUD, for so long as the mortgage on the property is either insured or held by HUD or HUD has an Ownership interest in or possession of the property.

(m) The lease shall not become effective or legally binding until approved in writing by HUD.

(n) Additional HUD Rider Provisions for Parking/Garage Leases:

- a. The tenant shall not charge rental rates in excess of those as processed by the mortgagee and HUD, without prior written permission of the mortgagee and HUD.
- b. A priority of use of the garage facilities shall be given to all residents at monthly rates not in excess of those approved by the mortgagee and HUD so long as the mortgage on the property is either insured by or held by the Secretary.
- c. The lease shall not be modified nor may it be terminated (except for a breach of covenant thereof or except in those leases containing a non-disturbance provision) without the prior written consent of the mortgagee and/or HUD.
- d. The tenant may not assign its rights under the lease nor undertake to sublease any portion of the leased premises without the prior written consent of the mortgagee and HUD.

## **ARTICLE 17. NOTICE**

**SECTION 17.01 REQUIREMENTS.** All notices required or permitted under this Lease shall be in writing and shall be deemed given when sent by registered or certified Mail, with return receipt requested, or by overnight courier service, or hand delivery, in any case addressed as follows:

Housing Authority:   Housing Authority of the City of Long Branch  
                          2 Hope Lane  
                          Long Branch, New Jersey 07740  
                         Attention: Gloria Wright, Executive Director

Tenant:              City of Long Branch, New Jersey  
                          344 Broadway  
                          Long Branch, New Jersey 07740  
                         Attention: George Jackson, Business Administrator

**SECTION 17.02 PROCEDURE FOR ALTERING NOTICE DESIGNATION.** Either party may at any time designate a different address and/or contact person by giving written notice as provided above to the other party.

## **ARTICLE 18. PREVAILING LAW/JURISDICTION**

**SECTION 18.01 PREVAILING LAW.** This Lease shall be governed by and construed in accordance with the laws of the State of New Jersey without reference to Choice of Law principles.

**SECTION 18.02 HUD REQUIREMENTS.** In the event of a conflict between any provision of this Lease and any HUD requirements, the HUD requirements shall control and govern.

**SECTION 18.03 VENUE.** Any and all disputes arising out of or related to this Lease must be brought in the Superior Court of New Jersey, Monmouth County.

## **ARTICLE 19. SEVERABILITY**

**SECTION 19.01 SEVERABILITY.** If this Lease contains any provision found to be unlawful by a court of competent jurisdiction, the same shall be deemed to be of no effect and shall be deemed stricken from this Lease without affecting the binding force of this Lease as it shall remain after omitting such provision.

## **ARTICLE 20. COUNTERPARTS**

**SECTION 20.01 COUNTERPARTS.** This Lease may be executed in any number of counterparts, each of which shall be deemed an original, but all of which shall together constitute one and the same instrument.

## **ARTICLE 21. INTEGRATION**

**SECTION 21.01 INTEGRATION.** This Lease shall constitute the entire agreement and understanding of the parties hereto in respect of the subject matter contained herein, and supersedes all prior agreements, promises, covenants, arrangements, communications, representations or warranties, whether oral or written, by any officer, employee or representative of any party hereto.

## **ARTICLE 22. CHANGES AND MODIFICATIONS**

**SECTION 22.01 REQUIREMENTS.** This Lease may not be changed or modified except by written agreement specifically referencing this Lease and executed by each of the parties hereto.

## **ARTICLE 23. CONSTRUCTION OF LEASE**

**SECTION 23.01 EFFECT OF HEADINGS AND TITLES.** The headings and titles used in this Lease are solely for convenience of reference and shall not affect its interpretation or construction.

**SECTION 23.02 NO INTERPRETATION AGAINST DRAFTSMAN.** This Lease shall be construed without regard to any presumption or other rule requiring construction against the party causing this Lease to be drafted.

## **ARTICLE 24. MISCELLANEOUS**

**SECTION 24.01 NO AFFILIATION.** This Lease shall not be construed as creating, expressly or impliedly, a partnership, affiliation or a joint venture between the Housing Authority and the Tenant.

**SECTION 24.02 NO THIRD PARTY RIGHTS.** Nothing herein shall be deemed to confer any rights or remedies on any third parties, intended or otherwise.

**SECTION 24.03 NO SECURITY DEPOSIT.** No security deposit shall be required from the Tenant by this Lease.

**SECTION 24.04 CONDITION OF PREMISES.** The Tenant has inspected the Premises and accepts the Premises in "as is" condition as fit for the Tenant's intended purposes. The Housing Authority is not required to effectuate any type of build-out or other improvements at the Premises.

**SECTION 24.05 NO JANITORIAL OR CLEANING SERVICES.** The Housing Authority shall not be required to perform or pay for janitorial or cleaning services at the Premises.

**SECTION 24.06 NO LIEN.** This Lease shall not be a lien against the Premises and shall not be recorded in the chain of title.

**SECTION 24.07 SUBORDINATION.** This Lease is subordinate to the Housing Authority's Annual Contributions Contract and the Declaration of Trust. This Lease is subordinate to the lien of any mortgages, indentures of trust, regulatory agreements or the lien resulting from any other method of financing or refinancing, now or hereafter in force against the land and/or the buildings of which the leased Premises are a part, or against any buildings hereafter placed upon the land of which the leased Premises are a part, and to all advances made or hereafter to be made upon the security thereof. This provision is hereby declared to be self-operative and no further instrument shall be required to effectuate the foregoing, but in confirmation of this provision the Tenant shall execute a certificate acknowledging this provision within seven (7) days of the receipt of a written request from the Housing Authority.

**SECTION 24.08 EMINENT DOMAIN/CONDEMNATION.** If all or any portion of the Premises are taken under eminent domain or a condemnation proceeding, then either party shall have the right to terminate this Lease upon thirty (30) days written notice. In the event of a partial taking of the Premises that does not result in the termination of this Lease, the monthly rental amounts shall be equitably reduced. The Tenant shall not be entitled to any portion of any payment made to the Housing Authority as compensation for the taking of all or any portion of the Premises. The Tenant shall have no claim against the Housing Authority for the value of any unexpired term of this Lease or otherwise, other than for prepaid rent.

**SECTION 24.09 FIRE OR OTHER CASUALTY.** The Tenant shall immediately notify the Housing Authority of any damage to the Premises resulting from fire or any other casualty. If the Premises, without fault or neglect of the Tenant, its officers, employees, agents, representatives, licensees, invitees, and/or guests, shall be partially destroyed by fire or other casualty to render the Premises untenantable, the rent shall be proportionately abated until such time as the Premises so damaged are made tenantable by the Housing Authority. In the event of a total destruction of the Premises, or a partial destruction which renders the Premises unfit for occupancy and for which repairs cannot be completed within ninety (90) days from the date of such partial destruction, the Housing Authority shall be entitled to either rebuild the Premises or terminate this Lease, in the Housing Authority's sole discretion. The Housing Authority shall not be responsible for any loss or damage to any property belonging to the Tenant. The Tenant agrees that it will be responsible for and maintain such insurance covering its own property located in the Premises, and will not hold the Housing Authority responsible for any such loss or damage.

**SECTION 24.10 REMOVAL AND DISPOSAL OF PROPERTY.** Any equipment, fixtures, goods, or other property of the Tenant that are not removed by the Tenant upon the termination of this Lease will be considered abandoned property and the Housing Authority shall have the right to remove and dispose of such abandoned property in accordance with the laws of the State of New Jersey.

**SECTION 24.11 FORCE MAJEURE.** Neither party shall be considered to be in default in the performance of its obligations under this Lease, to the extent that the performance of any such obligation is prevented or delayed by a cause which is beyond the reasonable control of the affected party, which shall include acts of God, pandemic delays, riots, or civil unrest, acts or omissions of other governmental authorities.

**IN WITNESS WHEREOF**, the parties hereto have set their hands and seal, or caused these presents to be signed by their corporate officers and their corporate seal to be affixed that day of the year first above written.

**HOUSING AUTHORITY OF THE  
CITY OF LONG BRANCH**

**CITY OF LONG BRANCH,  
NEW JERSEY**

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Gloria Wright, Executive Director

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George Jackson, Business Administrator

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Donald Covin, Chairperson

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Date

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Date

# **EXHIBIT A**

## **ADAM BUCKY JAMES COMMUNITY CENTER (ABJCC)**

### **PROPERTY DESCRIPTION**

**The ABJCC, with a common street address of 231 Wilbur Ray Avenue, Long Branch, NJ 07740, located is comprised of the following Municipal Block and Lot Numbers:**

<b>BLOCK</b>	<b>LOT NUMBER</b>
<b>313</b>	<b>15</b>
<b>313</b>	<b>16.01</b>
<b>313</b>	<b>34</b>
<b>313</b>	<b>35</b>
<b>313</b>	<b>36</b>

## EXHIBIT B

### Example of Expenses to be Incurred by Tenant

Below is a chart of the typical annual expenses paid for the operation and maintenance of the ABJCC, which include, but are not limited to, the following categories and amounts:

SERVICES	ANNUAL COST EST.
Property & Casualty Insurance	\$2,321.51
Commercial Liability Insurance	\$5,101.26
Elevator Maint. Contract	\$1,080.00
Electricity Charges (Pre-COVID)	\$12,300.00
Electricity Charges (Post-COVID)	\$3,000.00
Natural Gas	\$18,000.00
Security Alarm System	\$3,100.00
Fire Alarm Lines	\$2,600.00
Other Maintenance Charges*	“As needed”

\*The other maintenance charges include the replacement, service and/or repair of any mechanical system of the building (HVAC, etc.), as needed, replacement and repair of equipment of toilets, doors, windows, siding, roofing, etc.