

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
FOR THE YEAR ENDED DECEMBER 31, 2019**

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH**

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**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH**

PART I

**INDEPENDENT AUDITOR'S REPORTS
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019**

INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members
of the Borough Council
Borough of Englishtown
County of Monmouth
Englishtown, New Jersey 07726

Report on the Financial Statements

We have audited the accompanying statements of assets, liabilities, reserves and fund balance - regulatory basis of the various funds and account group of the Borough of Englishtown as of December 31, 2019 and 2018, and the related statements of operations and changes in fund balance - regulatory basis for the years then ended, the related statements of revenues - regulatory basis, and statements of expenditures - regulatory basis for the year ended December 31, 2019 and the related notes to the financial statements, which collectively comprise the Borough's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

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

Auditor's Responsibility

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

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

the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinions

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

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

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

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

In our opinion, because of the significance of the matter discussed in the “Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles” paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Borough, as of December 31, 2019 and 2018, or the results of its operations and changes in fund balance for the years then ended.

Unmodified Opinion on Regulatory Basis of Accounting

In our opinion, the financial statements referred to above present fairly, in all material respects, the assets, liabilities, reserves and fund balance - regulatory basis of the various funds of the Borough, as of December 31, 2019 and 2018, and the results of its operations and changes in fund balance - regulatory basis of such funds for the years then ended, and the statements of revenues - regulatory basis, statements of expenditures - regulatory basis of the various funds, and general fixed assets group of accounts – regulatory basis, for the year ended December 31, 2019 in conformity with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey as described in Note 1.

Other Matters

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Borough’s basic financial statements. The supplemental schedules presented for the various funds are presented for purposes of additional analysis as required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and are not a required part of the basic financial statements.

The supplemental schedules presented for the various funds are the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the

financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements of each of the respective individual funds and account group taken as a whole.

The supplementary data and letter of comments and recommendations section has not been subject to the auditing procedures applied in the audit of the financial statements, and accordingly, we do not express an opinion or provide assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 30, 2020 on our consideration of the Borough's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Borough's internal control over financial reporting and compliance.

Respectfully submitted,

HOLMAN FRENIA ALLISON, P.C.

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

Red Bank, New Jersey
June 30, 2020

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

Honorable Mayor and Members
of the Borough Council
Borough of Englishtown
County of Monmouth
Englishtown, New Jersey 07726

We have audited, in accordance with the auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, the financial statements-regulatory basis of the Borough of Englishtown (herein referred to as "the Borough"), as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise the Borough's basic financial statements, and have issued our report thereon dated June 30, 2020. Our report on the financial statements-regulatory basis was modified to indicate financial statements were not prepared and presented in accordance with accounting principles generally accepted in the United States of America but rather prepared and presented in accordance with the regulatory basis of accounting 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, to meet the requirements of the State of New Jersey for municipal government entities as described in Note 1.

Internal Control over Financial Reporting

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

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

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

weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Borough's financial statements 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* or audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

Purpose of this Report

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

Respectfully submitted,

HOLMAN FRENIA ALLISON, P.C.

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

Red Bank, New Jersey
June 30, 2020

BASIC FINANCIAL STATEMENTS

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**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES
AND FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2019 AND 2018**

	<u>Reference</u>	<u>2019</u>	<u>2018</u>
<u>Assets</u>			
Operating Fund:			
Cash - Treasurer	A-4	\$ 1,597,341.54	\$ 1,430,313.50
Change Fund	A	<u>275.00</u>	<u>275.00</u>
		<u>1,597,616.54</u>	<u>1,430,588.50</u>
Receivables With Full Reserves:			
Taxes Receivable	A-6	33.77	-
Tax Title Liens Receivable	A-7	130.08	105.93
Municipal Special Charges Lien	A-23	5,250.00	-
Foreclosed Property	A-8	318,800.00	521,958.15
Revenue Accounts Receivable	A-9	9,281.90	8,940.59
Due From:			
Payroll Fund	A-10	11,983.60	11,983.60
Trust - Other Fund/Escrow	A-11	<u>11.38</u>	<u>7.32</u>
		<u>345,490.73</u>	<u>542,995.59</u>
Total Operating Fund		<u>1,943,107.27</u>	<u>1,973,584.09</u>
Grant Fund:			
Cash	A-4	92,167.73	88,124.35
Grants Receivable	A-26	<u>585.00</u>	<u>585.00</u>
Total Grant Fund		<u>92,752.73</u>	<u>88,709.35</u>
Total Assets		<u>\$ 2,035,860.00</u>	<u>\$ 2,062,293.44</u>

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES
AND FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2019 AND 2018**

	<u>Reference</u>	<u>2019</u>	<u>2018</u>
<u>Liabilities, Reserves and Fund Balance</u>			
Operating Fund:			
Appropriation Reserves	A-3	\$ 215,009.03	\$ 201,835.61
Encumbrances Payable	A-3	61,724.20	73,819.52
Due To/From State of New Jersey - Seniors' and Veterans' Deductions	A-5	350.03	350.03
Due To:			
Animal Control Trust Fund	A-12	-	338.00
Accounts Payable	A-14	46,170.51	36,592.00
Prepaid Taxes	A-15	27,100.60	34,511.03
Marriage License Fees Payable	A-16	50.00	175.00
County Taxes Payable	A-18	425.11	101.62
Regional District High School Tax Payable	A-19	210,080.15	169,258.15
Regional District School Tax Payable	A-20	123,864.29	232,636.79
Reserve for:			
Tax Appeals Pending	A-21	44,865.71	34,865.71
Third Party Liens	A-22	5,122.82	-
Premium on Tax Sale	A-24	31,800.00	66,400.00
Tax Overpayments	A-25	2,597.32	6,995.72
		<u>769,159.77</u>	<u>857,879.18</u>
Reserve for Receivables	A	345,490.73	542,995.59
Fund Balance	A-1	<u>828,456.77</u>	<u>572,709.32</u>
		<u>1,173,947.50</u>	<u>1,115,704.91</u>
Total Operating Fund		<u>1,943,107.27</u>	<u>1,973,584.09</u>
Grant Fund:			
Reserve for Grants:			
Unappropriated	A-27	8,568.30	5,684.35
Appropriated	A-28	<u>84,184.43</u>	<u>83,025.00</u>
Total Grant Fund		<u>92,752.73</u>	<u>88,709.35</u>
Total Liabilities, Reserves and Fund Balance		<u>\$ 2,035,860.00</u>	<u>\$ 2,062,293.44</u>

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

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENTS OF OPERATIONS AND CHANGES IN FUND BALANCE
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019 AND 2018

	<u>2019</u>	<u>2018</u>
Revenue and Other Income Realized:		
Fund Balance Utilized	\$ 300,000.00	\$ 300,000.00
Miscellaneous Revenue Anticipated	610,861.45	587,520.14
Receipts From Delinquent Taxes	-	33,193.32
Receipts From Current Taxes	6,180,654.68	6,248,539.04
Non-Budget Revenue	199,995.46	39,127.17
Other Credits To Income:		
Unexpended Balance of Appropriation Reserves	163,484.60	184,004.94
Cancellation of Public Assistance Reserve	-	3,341.36
Cancellation of Accounts Payable	143.22	380.94
Cancellation of Premium on Tax Sale	11,000.00	-
Interfunds Returned	<u>7.32</u>	<u>8.81</u>
Total Revenue	<u>7,466,146.73</u>	<u>7,396,115.72</u>
Expenditures:		
Budget Appropriations	2,335,074.22	2,304,009.53
County Taxes	741,521.06	763,469.62
Special District Taxes	492,000.00	484,000.00
Regional District High School Tax	1,081,980.00	996,693.00
Regional District School Tax	2,259,824.00	2,477,648.00
Prior Year Senior Citizen & Veteran Deduction	<u>-</u>	<u>250.00</u>
Total Expenditures	<u>6,910,399.28</u>	<u>7,026,070.15</u>
Excess in Revenue	555,747.45	370,045.57
Fund Balance, January 1	<u>572,709.32</u>	<u>502,663.75</u>
	1,128,456.77	872,709.32
Decreased By:		
Utilized as Anticipated Revenue	<u>300,000.00</u>	<u>300,000.00</u>
Fund Balance, December 31	<u><u>\$ 828,456.77</u></u>	<u><u>\$ 572,709.32</u></u>

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Budget</u>	<u>Realized</u>	<u>Excess/ (Deficit)</u>
Surplus Anticipated	\$ 300,000.00	\$ 300,000.00	\$ -
Miscellaneous Revenues:			
Licenses:			
Alcoholic Beverages	6,600.00	6,856.66	256.66
Fines and Costs:			
Municipal Court	190,000.00	223,211.80	33,211.80
Interest and Costs on Taxes	7,610.00	8,891.99	1,281.99
Interest on Investments and Deposits	15,000.00	50,854.71	35,854.71
Off-Duty Police Admin. Fee	9,000.00	9,000.00	-
General Capital Fund Surplus	25,000.00	25,000.00	-
Cable Franchise Fees	63,432.44	63,432.44	-
Energy Receipts Tax	133,735.00	139,371.00	5,636.00
Consolidated Municipal Property Tax			
Relief Aid	8,471.00	2,835.00	(5,636.00)
Fire District Interlocal Agreement	32,760.00	32,760.00	-
Tower Lease Agreement	25,000.00	27,892.15	2,892.15
Clean Communities Program	4,000.00	4,000.00	-
Distracted Driving Grant	5,500.00	5,500.00	-
Body Armor Fund	1,136.99	1,136.99	-
Recycling Tonnage Grant	2,934.36	2,934.36	-
Click it or Ticket Grant	5,500.00	5,500.00	-
Alcohol Education Rehabilitation Program	1,684.35	1,684.35	-
Total Miscellaneous Revenues	537,364.14	610,861.45	73,497.31
Property Taxes for Support of Municipal			
Budget Appropriations:			
Local Tax for Municipal Purposes	1,617,216.86	1,724,700.92	107,484.06
Budget Totals	2,454,581.00	2,635,562.37	180,981.37
Non-Budget Revenue	-	199,995.46	199,995.46
	\$ 2,454,581.00	\$ 2,835,557.83	\$ 380,976.83

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Analysis of Realized Revenue

Revenue From Collections	\$ 6,180,654.68
Allocated To:	
Regional District School	\$ 2,259,824.00
Regional District High School	1,081,980.00
County Taxes	741,521.06
Special District Taxes	492,000.00
	<hr/> 4,575,325.06
Balance for Support of Municipal Budget Purposes	1,605,329.62
Add: Appropriation Reserve for Uncollected Taxes	<hr/> 119,371.30
Amount for Support of Municipal Budget Appropriations	<hr/> <hr/> \$ 1,724,700.92

Analysis of Non-Budget Revenue

Miscellaneous Revenue Not Anticipated:	
Administrative Fees	\$ 225.40
Accident Report	611.95
Alarm Systems	235.00
Assessor's List	70.00
CCO Inspections	6,800.00
Certified Copies	410.00
Clothing Bin	75.00
Commuter Parking Fee	120.00
DMV Inspection Fines	8,841.09
Duplicate Tax Bill	160.00
Food Handling License	1,725.00
JIF/HIF Dividend Award	51,440.00
NSF Fee	40.00
Marriage License	39.00
Peddler's License	25.00
Planning Board Fees	1,750.00
Photocopies/OPRA	5.00
Raffle/Bingo License	20.00
Refund Prior Year's Expenditures	312.57
Zoning Fees	260.00
Sale of Foreclosed Property	124,900.00
Miscellaneous	<hr/> 1,930.45
	<hr/> <hr/> \$ 199,995.46

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Appropriations</u>		<u>Expended</u>		<u>Unexpended</u>	
	<u>Original Budget</u>	<u>Budget After Modifications</u>	<u>Paid or Charged</u>	<u>Encumbered</u>	<u>Reserved</u>	<u>Balance Canceled</u>
GENERAL GOVERNMENT						
Administration and Executive:						
Mayor & Council						
Salaries and Wages	\$ 25,000.00	\$ 25,000.00	\$ 23,250.00	-	\$ 1,750.00	\$ -
Other Expenses	1,900.00	1,900.00	1,448.41	-	451.59	-
General Administration:						
Other Expenses	7,600.00	7,600.00	3,922.02	241.12	3,436.86	-
Municipal Clerk's Office:						
Salaries and Wages	44,700.00	44,700.00	44,690.82	-	9.18	-
Other Expenses	11,800.00	11,800.00	8,724.58	790.58	2,284.84	-
Elections:						
Other Expenses	600.00	600.00	540.41	-	59.59	-
Annual Audit:						
Other Expenses	14,350.00	14,350.00	14,040.00	-	310.00	-
Assessment of Taxes:						
Salaries and Wages	12,200.00	12,200.00	12,144.87	-	55.13	-
Other Expenses	5,225.00	5,225.00	4,215.15	810.00	199.85	-
Department of Finance:						
Financial Administration:						
Salaries and Wages	51,500.00	51,500.00	50,844.87	-	655.13	-
Other Expenses	6,500.00	6,500.00	5,771.70	106.82	621.48	-
Collection of Taxes:						
Salaries and Wages	14,450.00	15,450.00	15,302.96	-	147.04	-
Other Expenses	5,000.00	5,000.00	3,579.19	256.24	1,164.57	-
Department of Law:						
Legal Services and Costs:						
Other Expenses	75,000.00	75,000.00	24,957.00	11,685.00	38,358.00	-

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Appropriations</u>		<u>Paid or Charged</u>	<u>Expended</u>		<u>Unexpended Balance Canceled</u>
	<u>Original Budget</u>	<u>Budget After Modifications</u>		<u>Encumbered</u>	<u>Reserved</u>	
Municipal Prosecutor:						
Salaries and Wages	10,500.00	10,500.00	8,750.00	-	1,750.00	-
Department of Parks, Recreation and Social Services:						
Dog Regulation:						
Other Expenses	100.00	100.00	-	-	100.00	-
Insurance:						
Employee Group Health	194,200.00	185,170.00	169,102.54	503.00	15,564.46	-
Health Benefits Waiver	5,000.00	8,030.00	7,500.00	-	530.00	-
Department of Public Safety:						
Police:						
Salaries and Wages	616,000.00	619,000.00	614,835.98	-	4,164.02	-
Other Expenses	113,700.00	113,700.00	73,273.50	40,372.52	53.98	-
Office of Emergency Management:						
Other Expenses	400.00	400.00	-	-	400.00	-
Department of Community Development:						
Engineering Services and Costs:						
Other Expenses	13,000.00	10,000.00	6,210.92	286.00	3,503.08	-
Planning Board:						
Salaries and Wages	3,260.00	3,260.00	3,250.90	-	9.10	-
Other Expenses	5,000.00	3,000.00	672.56	-	2,327.44	-
Code Enforcement:						
Salaries and Wages	21,100.00	20,100.00	14,186.57	-	5,913.43	-
Other Expenses	1,000.00	1,000.00	24.45	975.00	0.55	-
Affordable Housing						
Salaries and Wages	610.00	610.00	609.56	-	0.44	-
Other Expenses	1,000.00	1,000.00	-	-	1,000.00	-

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Appropriations</u>		<u>Paid or Charged</u>	<u>Expended</u>		<u>Unexpended Balance Canceled</u>
	<u>Original Budget</u>	<u>Budget After Modifications</u>		<u>Encumbered</u>	<u>Reserved</u>	
Department of Public Works:						
Public Buildings and Grounds:						
Salaries and Wages	11,500.00	11,500.00	7,719.76	-	3,780.24	-
Other Expenses	40,000.00	38,500.00	31,615.67	3,163.54	3,720.79	-
Road Repairs and Maintenance:						
Salaries and Wages	31,000.00	28,000.00	23,925.74	-	4,074.26	-
Other Expenses	16,000.00	16,000.00	4,949.32	777.87	10,272.81	-
Garbage and Trash Removal:						
Other Expenses	157,000.00	157,000.00	124,817.93	-	32,182.07	-
Sanitary Landfill:						
Other Expenses	5,000.00	5,000.00	500.00	-	4,500.00	-
Recycling:						
Other Expenses	23,000.00	23,000.00	19,790.10	-	3,209.90	-
Snow Removal:						
Salaries and Wages	1,500.00	1,500.00	1,500.00	-	-	-
Other Expenses	4,000.00	4,000.00	4,000.00	-	-	-
Municipal Court:						
Salaries and Wages	108,500.00	108,500.00	104,567.64	-	3,932.36	-
Other Expenses	15,350.00	15,350.00	8,875.26	180.62	6,294.12	-
Public Defender						
Other Expenses	3,000.00	3,000.00	-	-	3,000.00	-
Celebrating Public Events:						
Other Expenses	100.00	100.00	-	-	100.00	-
Shade Tree Commission						
Salaries and Wages	905.00	905.00	-	-	905.00	-
Other Expenses	1,200.00	1,200.00	95.00	-	1,105.00	-

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Appropriations</u>		<u>Paid or Charged</u>	<u>Expended</u>		<u>Unexpended Balance Canceled</u>
	<u>Original Budget</u>	<u>Budget After Modifications</u>		<u>Encumbered</u>	<u>Reserved</u>	
UNCLASSIFIED						
Utilities:						
Electricity	20,000.00	20,000.00	15,463.19	331.12	4,205.69	-
Street Lighting	32,500.00	32,500.00	26,571.06	44.48	5,884.46	-
Telephone (excluding equipment acquisition)	9,000.00	9,000.00	7,347.22	-	1,652.78	-
Natural Gas	7,500.00	7,500.00	6,192.38	-	1,307.62	-
Gasoline	25,000.00	39,000.00	17,042.36	1,200.29	20,757.35	-
Water and Sewage	4,000.00	4,000.00	3,272.00	-	728.00	-
Total Operations - Within "CAPS"	1,776,750.00	1,778,250.00	1,520,093.59	61,724.20	196,432.21	-
Detail:						
Salaries and Wages	952,725.00	952,725.00	925,579.67	-	27,145.33	-
Other Expenses	824,025.00	825,525.00	594,513.92	61,724.20	169,286.88	-
Deferred Charges and Statutory Expenditures - Municipal Within "CAPS"						
Contribution To:						
Public Employees' Retirement System	37,400.00	37,400.00	36,722.00	-	678.00	-
Police and Firemen's Retirement System of NJ	151,500.00	151,500.00	151,443.00	-	57.00	-
Defined Contribution Retirement Program	5,500.00	5,500.00	3,707.63	-	1,792.37	-
Social Security System (O.A.S.I.)	42,000.00	40,500.00	36,815.79	-	3,684.21	-
Total Deferred Charges and Statutory Expenditures - Municipal - Within "CAPS"	236,400.00	234,900.00	228,688.42	-	6,211.58	-

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

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>Appropriations</u>		<u>Paid or</u>	<u>Expended</u>		<u>Unexpended</u>
	<u>Original</u>	<u>Budget After</u>	<u>Charged</u>	<u>Encumbered</u>	<u>Reserved</u>	<u>Balance</u>
	<u>Budget</u>	<u>Modifications</u>				<u>Canceled</u>
Total General Appropriations for Municipal Purposes - Within "CAPS"	2,013,150.00	2,013,150.00	1,748,782.01	61,724.20	202,643.79	-
Cost of Tax Appeals:						
Other Expenses	10,000.00	10,000.00	10,000.00	-	-	-
Due To School Business Personal Property:						
Other Expenses	13,000.00	13,000.00	12,458.00	-	542.00	-
Matching Funds for Grants	2,500.00	2,500.00	-	-	2,500.00	-
LOSAP:						
Other Expenses	5,500.00	5,500.00	-	-	5,500.00	-
Recycling (N.J.S.A. 13:1E-96.5):						
Other Expenses	3,300.00	3,300.00	2,445.54	-	854.46	-
Total Other Operations - Excluded from "CAPS"	34,300.00	34,300.00	24,903.54	-	9,396.46	-
Interlocal Municipal Service Agreements:						
911 Emergency Service Contract with County Fire District:	55,000.00	55,000.00	52,031.22	-	2,968.78	-
Salaries and Wages	30,000.00	30,000.00	30,000.00	-	-	-
Other Expenses	2,760.00	2,760.00	2,760.00	-	-	-
Total Interlocal Municipal Service Agreements	87,760.00	87,760.00	84,791.22	-	2,968.78	-

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

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>Appropriations</u>		<u>Paid or</u>	<u>Expended</u>		<u>Unexpended</u>
	<u>Original</u>	<u>Budget After</u>	<u>Charged</u>	<u>Encumbered</u>	<u>Reserved</u>	<u>Balance</u>
	<u>Budget</u>	<u>Modifications</u>				<u>Canceled</u>
Public and Private Programs Offset By Revenues:						
Clean Communities Program	4,000.00	4,000.00	4,000.00	-	-	-
Body Armor Fund	1,136.99	1,136.99	1,136.99	-	-	-
Alcohol Education Rehabilitation Program	1,684.35	1,684.35	1,684.35	-	-	-
Recycling Tonnage Grant	2,934.36	2,934.36	2,934.36	-	-	-
SFSP Fire District Payment	444.00	444.00	444.00	-	-	-
Click it or Ticket Grant	-	5,500.00	5,500.00	-	-	-
Distracted Driving Crackdown Grant	-	5,500.00	5,500.00	-	-	-
Total Public and Private Programs Offset By Revenues	10,199.70	21,199.70	21,199.70	-	-	-
Total Operations - Excluded from "CAPS"	132,259.70	143,259.70	130,894.46	-	12,365.24	-
Detail:						
Salaries and Wages	30,000.00	30,000.00	30,000.00	-	-	-
Other Expenses	102,259.70	107,759.70	95,394.46	-	12,365.24	-
Capital Improvements - Excluded From "CAPS"						
Capital Improvement Fund	15,000.00	15,000.00	15,000.00	-	-	-
Total Capital Improvements - Excluded From "CAPS"	15,000.00	15,000.00	15,000.00	-	-	-
Municipal Debt Service - Excluded From "CAPS"						
Payment of Bond Principal	85,000.00	85,000.00	85,000.00	-	-	-
Interest on Bonds	68,800.00	68,800.00	68,664.52	-	-	135.48
Total Municipal Debt Service - Excluded From "CAPS"	153,800.00	153,800.00	153,664.52	-	-	135.48

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

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>Appropriations</u>		<u>Expended</u>		<u>Unexpended</u>
	<u>Original</u>	<u>Budget After</u>	<u>Paid or</u>	<u>Encumbered</u>	<u>Balance</u>
	<u>Budget</u>	<u>Modifications</u>	<u>Charged</u>		<u>Canceled</u>
Deferred Charges - Municipal - Excluded From "CAPS"					
Unfunded Ordinance	10,000.00	10,000.00	10,000.00	-	-
Total Deferred Charges - Municipal - Excluded From "CAPS"	10,000.00	10,000.00	10,000.00	-	-
Total General Appropriations for Municipal Purposes - Excluded From "CAPS"	311,059.70	322,059.70	309,558.98	-	12,365.24
Subtotal General Appropriations	2,324,209.70	2,335,209.70	2,058,340.99	61,724.20	215,009.03
Reserve for Uncollected Taxes	119,371.30	119,371.30	119,371.30	-	-
Total General Appropriations	\$ 2,443,581.00	\$ 2,454,581.00	\$ 2,177,712.29	\$ 61,724.20	\$ 215,009.03
Budget as Adopted	\$ 2,443,581.00				
Appropriated by N.J.S. 40A:4-87		<u>11,000.00</u>			
		<u>\$ 2,454,581.00</u>			
Analysis of Paid or Charged:					
Cash Disbursements			\$ 2,027,585.29		
Reserve for:					
Uncollected Taxes			119,371.30		
Tax Appeals Pending			10,000.00		
Grants Appropriated			<u>20,755.70</u>		
			<u>\$ 2,177,712.29</u>		

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
TRUST FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES
AND FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2019 AND 2018**

	<u>Reference</u>	<u>2019</u>	<u>2018</u>
<u>Assets</u>			
Animal Control Trust Fund:			
Cash - Treasurer	B-1	\$ 4,551.40	\$ 4,953.80
Due from Current Fund	B-2	<u>-</u>	<u>338.00</u>
Total Animal Control Trust		<u>4,551.40</u>	<u>5,291.80</u>
Trust - Other Funds:			
Cash - Treasurer	B-1	<u>221,802.63</u>	<u>210,573.00</u>
Total Trust - Other		<u>221,802.63</u>	<u>210,573.00</u>
Total Assets		<u>\$ 226,354.03</u>	<u>\$ 215,864.80</u>
<u>Liabilities, Reserves and Fund Balance</u>			
Animal Control Trust Fund:			
Due To:			
State - License Fee	B-3	\$ 1.20	\$ 4.20
Reserve for Dangerous Animal	B-5	350.00	350.00
Reserve for Animal Control Fund Expenditures	B-5	<u>4,200.20</u>	<u>4,937.60</u>
		<u>4,551.40</u>	<u>5,291.80</u>
Trust - Other Funds:			
Due To Current Fund	B-6	11.38	7.32
Encumbrances Payable	B-7	1,666.14	1,427.70
Various Reserves	B-7	<u>220,125.11</u>	<u>209,137.98</u>
		<u>221,802.63</u>	<u>210,573.00</u>
Total Liabilities, Reserves and Fund Balance		<u>\$ 226,354.03</u>	<u>\$ 215,864.80</u>

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES
AND FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2019 AND 2018**

	<u>Reference</u>	<u>2019</u>	<u>2018</u>
<u>Assets</u>			
Cash - Treasurer	C-2,C-3	\$ 752,010.25	\$ 298,088.05
Grants Receivable	C-4	-	90,230.33
Deferred Charges To Future Taxation:			
Funded	C-5	1,360,000.00	1,445,000.00
Unfunded	C-6	<u>516,177.09</u>	<u>421,677.09</u>
Total Assets		<u>\$ 2,628,187.34</u>	<u>\$ 2,254,995.47</u>
<u>Liabilities, Reserves and Fund Balance</u>			
Serial Bonds Payable	C-7	\$ 1,360,000.00	\$ 1,445,000.00
Bond Anticipation Notes Payable	C-8	440,000.00	-
Encumbrances Payable	C-9	3,850.00	3,843.00
Reserve for Debt Service	C-10	22,500.00	22,500.00
Improvement Authorizations:			
Funded	C-9	372,283.37	377,784.87
Unfunded	C-9	197,154.42	157,968.05
Capital Improvement Fund	C-11	72,302.81	62,802.81
Fund Balance	C-1	<u>160,096.74</u>	<u>185,096.74</u>
Total Liabilities, Reserves and Fund Balance		<u>\$ 2,628,187.34</u>	<u>\$ 2,254,995.47</u>

There were bonds and notes authorized but not issued on December 31, 2019 in the amount of \$76,177.09 and on December 31, 2018 in the amount of \$421,677.09.

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
STATEMENT OF FUND BALANCE
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ 185,096.74
Decreased By:	
Anticipated in Current Fund Revenue	<u>25,000.00</u>
Balance, December 31, 2019	<u><u>\$ 160,096.74</u></u>

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES
AND FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2019 AND 2018**

	<u>Reference</u>	<u>2019</u>	<u>2018</u>
<u>Assets</u>			
Operating Fund:			
Cash - Treasurer	D-5	\$ 501,849.00	\$ 444,560.14
Cash - Change Fund	D	25.00	25.00
		<u>501,874.00</u>	<u>444,585.14</u>
Receivables With Full Reserves:			
Consumer Accounts Receivable	D-7	13,328.28	18,388.43
Inventory - Materials and Supplies	D	195.00	195.00
		<u>13,523.28</u>	<u>18,583.43</u>
Total Operating Fund		<u>515,397.28</u>	<u>463,168.57</u>
Capital Fund:			
Cash	D-5, D-6	343,326.29	345,815.29
Fixed Capital	D-8	3,209,515.50	3,208,979.73
Fixed Capital Authorized & Uncompleted	D-16	122,703.12	122,703.12
Total Capital Fund		<u>3,675,544.91</u>	<u>3,677,498.14</u>
Total Assets		<u>\$ 4,190,942.19</u>	<u>\$ 4,140,666.71</u>

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES
AND FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2019 AND 2018**

	<u>Reference</u>	<u>2019</u>	<u>2018</u>
<u>Liabilities, Reserves and Fund Balances</u>			
Operating Fund:			
Appropriation Reserves	D-4	\$ 42,314.58	\$ 87,336.74
Encumbrances Payable	D-4	14,180.10	13,921.49
Accrued Interest on Bonds	D-10	1,479.17	1,595.83
Water Rent Overpayments	D-11	1,894.13	1,073.01
Accounts Payable	D	188.94	188.94
		<u>60,056.92</u>	<u>104,116.01</u>
Reserve for Receivables	D	13,328.28	18,388.43
Reserve for Inventory	D	195.00	195.00
Fund Balance	D-1	<u>441,817.08</u>	<u>340,469.13</u>
Total Operating Fund		<u>515,397.28</u>	<u>463,168.57</u>
Capital Fund:			
Serial Bonds	D-12	355,000.00	390,000.00
Capital Improvement Fund	D-13	332,481.00	322,481.00
Reserve for Amortization	D-14	2,854,515.50	2,818,979.73
Improvement Authorizations:			
Funded	D-15	22,703.12	22,703.12
Unfunded	D-15	87,511.00	88,750.00
Encumbrances Payable	D-15	-	11,250.00
Deferred Reserve for Amortization	D-17	22,703.12	22,703.12
Fund Balance	D-2	<u>631.17</u>	<u>631.17</u>
Total Capital Fund		<u>3,675,544.91</u>	<u>3,677,498.14</u>
Total Liabilities, Reserves and Fund Balances		<u>\$ 4,190,942.19</u>	<u>\$ 4,140,666.71</u>

There were bonds and notes authorized but not issued on December 31, 2019 in the amount of \$100,000.00 and on December 31, 2018 in the amount of \$100,000.00.

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY FUND
STATEMENTS OF OPERATIONS AND CHANGES IN FUND BALANCE
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019 AND 2018**

	<u>2019</u>	<u>2018</u>
Revenue and Other Income Realized:		
Fund Balance Utilized	\$ 178,800.00	\$ 205,700.00
Rents	467,680.32	438,779.61
Miscellaneous Revenue Not Anticipated	20,041.34	15,795.72
Unexpended Balance of Appropriation Reserves	74,459.63	33,315.41
Accrued Interest Cancelled	116.66	116.67
	<u>741,097.95</u>	<u>693,707.41</u>
Total Revenue		
Expenditures:		
Operating	362,200.00	401,700.00
Capital Improvements	29,500.00	39,500.00
Debt Service	54,150.00	55,550.00
Deferred Charges and Statutory Expenditures	15,100.00	17,900.00
	<u>460,950.00</u>	<u>514,650.00</u>
Total Expenditures		
Excess in Revenue	280,147.95	179,057.41
Fund Balance, January 1	340,469.13	367,111.72
	620,617.08	546,169.13
Decreased By:		
Utilized as Anticipated Revenue	178,800.00	205,700.00
	<u>441,817.08</u>	<u>340,469.13</u>
Fund Balance, December 31	<u>\$ 441,817.08</u>	<u>\$ 340,469.13</u>

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY CAPITAL FUND
STATEMENT OF FUND BALANCE -
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2019 & 2018

\$ 631.17

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY OPERATING FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Budget</u>	<u>Realized</u>	<u>Excess/ (Deficit)</u>
Surplus Utilized	\$ 178,800.00	\$ 178,800.00	\$ -
Rents	327,200.00	467,680.32	140,480.32
Miscellaneous Revenue Not Anticipated	-	20,041.34	20,041.34
	<u>\$ 506,000.00</u>	<u>\$ 666,521.66</u>	<u>\$ 160,521.66</u>

Analysis of Rents:

Cash Receipts	\$ 466,607.31
Overpayments Applied	<u>1,073.01</u>
	<u>467,680.32</u>

Miscellaneous:

Interest on Investments	\$ 17,622.37
Interest on Delinquent Charges	2,398.97
Return Check Fees	<u>20.00</u>
	<u>\$ 20,041.34</u>

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

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY FUND
STATEMENT OF APPROPRIATIONS - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019

	<u>Appropriations</u>		<u>Expended</u>		
	<u>Original Budget</u>	<u>Budget After Modifications</u>	<u>Paid or Charged</u>	<u>Encumbered</u>	<u>Cancelled</u>
Operating:					
Salaries and Wages	\$ 89,000.00	\$ 89,000.00	\$ 80,356.13	\$ -	\$ 8,643.87
Other Expenses	273,200.00	273,200.00	246,194.24	14,180.10	12,825.66
Total Operating	362,200.00	362,200.00	326,550.37	14,180.10	21,469.53
Capital Improvements:					
Capital Improvement Fund	10,000.00	10,000.00	10,000.00	-	-
Capital Outlay	64,500.00	64,500.00	535.77	-	18,964.23
Total Capital Improvements	74,500.00	74,500.00	10,535.77	-	18,964.23
Debt Service:					
Payment of Bonds	35,000.00	35,000.00	35,000.00	-	-
Interest on Bonds	19,200.00	19,200.00	19,150.00	-	50.00
Total Debt Service	54,200.00	54,200.00	54,150.00	-	50.00
Statutory Expenditures:					
Contributions To:					
Public Employees' Retirement System	7,000.00	7,000.00	6,972.00	-	28.00
Unemployment Compensation Insurance	100.00	100.00	100.00	-	-
Social Security System (O.A.S.I.)	8,000.00	8,000.00	6,147.18	-	1,852.82
Total Statutory Expenditures	15,100.00	15,100.00	13,219.18	-	1,880.82
Total Water Utility Appropriations	\$ 506,000.00	\$ 506,000.00	\$ 404,455.32	\$ 14,180.10	\$ 42,314.58
					\$ 45,050.00

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
SEWER UTILITY FUND
STATEMENTS OF ASSETS, LIABILITIES, RESERVES
AND FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2019 AND 2018**

	<u>Reference</u>	<u>2019</u>	<u>2018</u>
<u>Assets</u>			
Operating Fund:			
Cash - Treasurer	E-5	\$ 733,139.56	\$ 639,317.91
Receivables With Full Reserves:			
Sewer Rents Receivable	E-7	9,818.49	12,433.25
Property Acquired for Taxes	E-13	119.95	119.95
Total Operating Fund		743,078.00	651,871.11
Capital Fund:			
Cash	E-5, E-6	216,035.68	206,035.68
Fixed Capital	E-8	975,636.40	975,636.40
Total Capital Fund		1,191,672.08	1,181,672.08
Total Assets		\$ 1,934,750.08	\$ 1,833,543.19
<u>Liabilities, Reserves and Fund Balances</u>			
Operating Fund:			
Appropriation Reserves	E-4	\$ 50,055.34	\$ 53,990.94
Encumbrances Payable	E-4	485.50	3,932.20
Sewer Rents Overpayments	E-10	1,584.19	1,321.44
		52,125.03	59,244.58
Reserve for Receivables	E	9,938.44	12,553.20
Fund Balance	E-1	681,014.53	580,073.33
Total Operating Fund		743,078.00	651,871.11
Capital Fund:			
Capital Improvement Fund	E-11	216,000.00	206,000.00
Reserve for:			
Amortization	E-12	975,636.40	975,636.40
Fund Balance	E-2	35.68	35.68
Total Capital Fund		1,191,672.08	1,181,672.08
Total Liabilities, Reserves and Fund Balances		\$ 1,934,750.08	\$ 1,833,543.19

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
SEWER UTILITY OPERATING FUND
STATEMENTS OF OPERATIONS AND CHANGES IN FUND BALANCE
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019 AND 2018**

	<u>2019</u>	<u>2018</u>
Revenue and Other Income Realized:		
Fund Balance Utilized	\$ 200,000.00	\$ 297,800.00
Rents	537,193.53	532,181.09
Miscellaneous Revenue	22,141.65	17,197.51
Unexpended Balance of Appropriation Reserves	<u>57,606.02</u>	<u>40,602.02</u>
Total Revenue	<u>816,941.20</u>	<u>887,780.62</u>
Expenditures:		
Operating	488,200.00	504,800.00
Capital Improvements	20,000.00	20,000.00
Statutory Expenditures	<u>7,800.00</u>	<u>8,000.00</u>
Total Expenditures	<u>516,000.00</u>	<u>532,800.00</u>
Excess in Revenue	300,941.20	354,980.62
Fund Balance, January 1	<u>580,073.33</u>	<u>522,892.71</u>
	881,014.53	877,873.33
Decreased By:		
Utilized as Anticipated Revenue	<u>200,000.00</u>	<u>297,800.00</u>
Fund Balance, December 31	<u><u>\$ 681,014.53</u></u>	<u><u>\$ 580,073.33</u></u>

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
SEWER UTILITY CAPITAL FUND
STATEMENT OF FUND BALANCE -
REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2019 & 2018

\$ 35.68

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
SEWER UTILITY OPERATING FUND
STATEMENT OF REVENUES - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Budget</u>	<u>Realized</u>	<u>Excess/ (Deficit)</u>
Surplus Utilized	\$ 200,000.00	\$ 200,000.00	\$ -
Rents	316,000.00	537,193.53	221,193.53
Miscellaneous Revenue Not Anticipated	-	22,141.65	22,141.65
	<u>\$ 516,000.00</u>	<u>\$ 759,335.18</u>	<u>\$ 243,335.18</u>

Analysis of Miscellaneous Revenue Not Anticipated

Interest Earned	\$ 20,080.34
Delinquent Charges Interest	<u>2,061.31</u>
	<u>\$ 22,141.65</u>

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
SEWER UTILITY FUND
STATEMENT OF APPROPRIATIONS - REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Appropriations</u>		<u>Expended</u>			
	<u>Original Budget</u>	<u>Budget After Modifications</u>	<u>Paid or Charged</u>	<u>Encumbered</u>	<u>Reserved</u>	<u>Cancelled</u>
Operating:						
Salaries and Wages	\$ 62,000.00	\$ 62,000.00	\$ 58,012.99	\$ -	\$ 3,987.01	\$ -
Other Expenses	426,200.00	426,200.00	390,119.17	485.50	35,595.33	-
Total Operating	488,200.00	488,200.00	448,132.16	485.50	39,582.34	-
Capital Improvements:						
Capital Improvement Fund	10,000.00	10,000.00	10,000.00	-	-	-
Capital Outlay	10,000.00	10,000.00	-	-	10,000.00	-
Total Capital Improvements	20,000.00	20,000.00	10,000.00	-	10,000.00	-
Statutory Expenditures:						
Contributions To:						
Public Employees' Retirement System	2,800.00	2,800.00	2,789.00	-	11.00	-
Unemployment Compensation Insurance	100.00	100.00	100.00	-	-	-
Social Security System (O.A.S.I.)	4,900.00	4,900.00	4,438.00	-	462.00	-
Total Statutory Expenditures	7,800.00	7,800.00	7,327.00	-	473.00	-
Total Sewer Utility Appropriations	\$ 516,000.00	\$ 516,000.00	\$ 465,459.16	\$ 485.50	\$ 50,055.34	\$ -

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

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
PAYROLL FUND
STATEMENTS OF ASSETS, LIABILITIES AND RESERVES -
REGULATORY BASIS
DECEMBER 31, 2019 AND 2018

	<u>Reference</u>	<u>2019</u>	<u>2018</u>
<u>Assets</u>			
Cash	F-1	\$ 42,127.76	\$ 28,071.69
Total Assets		<u>\$ 42,127.76</u>	<u>\$ 28,071.69</u>
<u>Liabilities and Reserves</u>			
Due To Current Fund	F-2	\$ 11,983.60	\$ 11,983.60
Payroll Taxes Payable	F-3	<u>30,144.16</u>	<u>16,088.09</u>
Total Liabilities and Reserves		<u>\$ 42,127.76</u>	<u>\$ 28,071.69</u>

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL FIXED ASSETS ACCOUNT GROUP
STATEMENTS OF ASSETS, LIABILITIES, RESERVES
AND FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2019 AND 2018**

	<u>Reference</u>	<u>2019</u>	<u>2018</u>
<u>Assets</u>			
Land	G-1	\$ 2,039,400.00	\$ 2,039,400.00
Buildings	G-1	510,300.00	510,300.00
Equipment	G-1	<u>1,032,558.19</u>	<u>1,032,558.19</u>
Total Assets		<u>\$ 3,582,258.19</u>	<u>\$ 3,582,258.19</u>
<u>Fund Balance</u>			
Investment in Fixed Assets	G-1	<u>\$ 3,582,258.19</u>	<u>\$ 3,582,258.19</u>
Total Fund Balance		<u>\$ 3,582,258.19</u>	<u>\$ 3,582,258.19</u>

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

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY**

**NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019**

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**BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Note 1. Summary of Significant Accounting Policies

Description of Financial Reporting Entity

The Borough of Englishtown, County of Monmouth, New Jersey ("Borough") operates under the Borough form of New Jersey municipal government, and is governed by a mayor and 6-member Borough Council. The financial statements of the Borough include every board, body, officer or commission maintained wholly or in part by funds appropriated by the Borough, as required by the provision of N.J.S. 40A:5-5.

Component Units - GASB Statement 14, as amended by GASB Statements 39, 61, 80, and 90, establishes criteria to be used in determining the component units, which should be included in the financial statements of a primary government. The financial statements of the Borough are not presented in accordance with GAAP (as discussed below). Therefore, the Borough had no component units as defined by GASB Statement No. 14, as amended by GASB Statements 39, 61, 80, and 90.

Basis of Accounting, Measurement Focus and Basis of Presentation - The financial statements of the Borough of Englishtown contain all funds and account groups in accordance with the "Requirements of Audit" as promulgated by the State of New Jersey, Department of Community Affairs, Division of Local Government Services. The principles and practices established by the Requirements of Audit are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Generally, the financial statements are presented using the flow of current financial resources measurement focus and modified accrual basis of accounting with minor exceptions as mandated by these "Requirements". In addition, the prescribed accounting principles previously referred to differ in certain respects from accounting principles generally accepted in the United State of America applicable to local government units. The more significant differences are explained in this Note.

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

Current Fund – the Current Fund accounts for resources and expenditures for governmental operations of a general nature, including Federal and State grant funds.

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

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

Water/Sewer Utility Operating and Capital Funds - are used to account for water/sewer operations that are financed through user fees. The funds are operated on a basis similar to private business enterprises where the intent is that the costs of providing the water/sewer utility to the general public be financed through user fees. Operations relating to the acquisition of water/sewer capital facilities are recorded within the Water/Sewer Utility Capital Fund.

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 1. Summary of Significant Accounting Policies (continued):

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

Payroll Fund - is used to account for the payroll activity of all of the funds and the disbursement of payroll withholdings to the various cognizant agencies.

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

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

Cash, Cash Equivalents and Investments - Cash and Cash equivalents include petty cash, change funds and cash on deposit with public depositories. All certificates of deposit are recorded as cash regardless of the date of maturity. Investments are stated at cost. Consequently, unrealized gain or loss on investments has not been recorded in accordance with Governmental Accounting Standards Board Statement No. 31.

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

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

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 1. Summary of Significant Accounting Policies (continued):

five percent of the average daily balance of collected public funds, to secure the deposits of Governmental Units. If a public depository fails, the collateral it has pledged, plus the collateral of all other public depositories, is available to pay the amount of their deposits to the Governmental Units. The cash management plan adopted by the Borough of Englishtown requires it to deposit funds in public depositories protected from loss under the provisions of the Act.

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

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

General Fixed Assets – Accounting for governmental fixed assets, as required by *N.J.A.C.5:30-5.6*, differs in certain respects from accounting principles generally accepted in the United States of America. In accordance with the regulations, all local units, including municipalities, must maintain a general fixed assets reporting system that establishes and maintains a physical inventory of nonexpendable, tangible property as defined and limited by the U.S. Office of Management and Budget Circular A-87 (Attachment B, Section 19), except that the useful life of such property is at least five years. The Borough has adopted a capitalization threshold of \$2,000.00. Generally, assets are valued at historical cost; however, assets acquired prior to December 31, 1985 are valued at actual historical cost or estimated historical cost. In some instances, assets are valued at the assessed valuation of the property at the time of acquisition, which approximates fair value. No depreciation of general fixed assets is recorded. Donated general fixed assets are recorded at their acquisition value as of the date of the transaction. Interest costs relative to the acquisition of general fixed assets are recorded as expenditures when paid. Public domain ("infrastructure") general fixed assets consisting of certain improvements such as roads, bridges, curbs and gutters, streets and sidewalks and drainage systems are not capitalized. Expenditures for construction in progress are recorded in the capital funds until such time as the construction is completed and put into operation. The Borough is required to maintain a subsidiary ledger detailing fixed assets records to control additions, retirements, and transfers of fixed assets. In addition, a statement of general fixed assets, reflecting the activity for the year, must be included in the Borough's basic financial statements.

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

Utility Fixed Assets – Property and equipment purchases by a utility fund are recorded in the utility capital account at cost and are adjusted for disposition. The amounts shown do not represent replacement cost or current value. The reserve for amortization and deferred reserve for amortization in the utility capital fund represent the cost of the utility fixed assets reduced by the outstanding balances of bonds.

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 1. Summary of Significant Accounting Policies (continued):

loans, notes, or other borrowings that are attributable to the acquisition, construction or improvement of those assets.

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

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

Fund Balance – Fund Balance included in the Current Fund and Utility Operating Fund represent the amount available for anticipation as revenue in future year’s budgets, with certain restrictions.

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

Utility Revenues – Utility charges are levied quarterly based upon a flat service charge and if applicable, an excess consumption or usage charge. Revenues from these sources are recognized on a cash basis. Receivables that are susceptible to accrual are recorded with offsetting reserves on the balance sheet of the Boroughs utility operating fund.

Property Tax Revenues – are collected in quarterly installments due February 1, May 1, August 1 and November 1. The amount of tax levied includes not only the amount required in support of the Borough’s annual budget, but also the amounts required in support of the budgets of the County of Monmouth, Manalapan-Englishtown Regional School District, Freehold Regional High School District and Englishtown Fire District #1. Unpaid property taxes are subject to tax sale in accordance with statutes.

County Taxes – The municipality is responsible for levying, collecting and remitting County taxes for the County of Monmouth. Operations are charged for the amount due the County for the year, based upon the ratables required to be certified to the County Board of Taxation by May 5th of the current year. In addition, operations is charged for the County share of Added and Omitted Taxes certified to the County Board of Taxation by October 10th of the current year and due to be paid to the County by February 15th of the following year.

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 1. Summary of Significant Accounting Policies (continued):

School Taxes – The municipality is responsible for levying, collecting and remitting school taxes for the Manalapan-Englishtown Regional School District and its share of the Freehold Regional School District. Operations are charged for the full amount required to be raised from taxation to operate the local and regional school district July 1 to June 30.

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

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

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

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

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

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

Recent Accounting Pronouncements – The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. GASB has recently adopted accounting statements to be used by governmental units when

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 1. Summary of Significant Accounting Policies (continued):

reporting financial position and results of operations in accordance with accounting principles generally accepted in the United States of America. (GAAP). The municipalities in the State of New Jersey do not prepare financial statements in accordance with GAAP and thus do not comply with all of the GASB pronouncements.

Statement No. 91, *Conduit Debt Obligations*, provides a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. In accordance with GASB Statement 95 noted below the requirements of this Statement will be effective for reporting periods subsequent to the date of this report. Management does not expect this Statement to have a material impact to the Municipality's financial statements.

Statement No. 95, Postponement of the Effective Dates of Certain Authoritative Guidance, provides temporary relief to governments and other stakeholders in light of COVID-19 pandemic. That objective is accomplished by postponing the effective dates of certain provisions in Statements and Implementation Guides that first became effective or are scheduled to become effective for periods beginning after June 15, 2018 and later.

Note 2. Deposits and Investments

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

Deposits

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

As of December 31, 2019, the Borough's bank balance of \$4,684,695.64 was insured or collateralized as follows:

Insured under FDIC and GUDPA	\$ 4,360,261.86
NJ Cash Management Fund	52,057.35
Uninsured and Uncollateralized	<u>272,376.43</u>
	<u><u>\$ 4,684,695.64</u></u>

Investments

The Borough had no investments as of December 31, 2019.

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 3. Property Taxes

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

Comparison Schedule of Tax Rates

	<u>2019</u>	<u>2018</u>	<u>2017</u>
Tax Rate	<u>\$ 2.415</u>	<u>\$ 2.554</u>	<u>\$ 2.453</u>
Apportionment of Tax Rate:			
Municipal	0.631	0.632	0.621
County General	0.289	0.308	0.290
Regional District School	0.881	0.998	0.933
Regional High School	0.422	0.420	0.414
Fire District	0.192	0.196	0.195

Assessed Valuation

<u>Year</u>	<u>Amount</u>
2019	\$ 256,456,600.00
2018	248,186,000.00
2017	242,616,500.00

Comparison of Tax Levies and Collections

<u>Year</u>	<u>Tax Levy</u>	<u>Cash Collections</u>	<u>Percentage Of Collection</u>
2019	\$ 6,196,972.53	\$ 6,180,654.68	99.73%
2018	6,294,835.85	6,248,539.04	99.26%
2017	5,993,909.79	5,950,081.85	99.26%

Delinquent Taxes and Tax Title Liens

<u>Year</u>	<u>Tax Title Liens</u>	<u>Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage Of Tax Levy</u>
2019	\$ 130.08	\$ 33.77	\$ 163.85	0.00%
2018	105.93	-	105.93	0.00%
2017	68,957.82	32,943.32	101,901.14	1.70%

The last tax sale was held on December 19, 2019.

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 4. Property Acquired By Tax Title Lien Liquidation

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

<u>Year</u>	<u>Amount</u>
2019	\$ 318,800.00
2018	521,958.15
2017	100.00

Note 5. Water and Sewer Utility Service Charges

The following is a three-year comparison of water and sewer utility charges (rents) for the current and previous two years:

Water Utility

<u>Year</u>	<u>Beginning Balance</u>	<u>Levy</u>	<u>Total</u>	<u>Cash Collections</u>	<u>Percentage Of Collection</u>
2019	\$ 18,388.43	\$ 462,620.17	\$ 481,008.60	\$ 467,680.32	97.22%
2018	10,037.59	447,130.45	457,168.04	438,779.61	95.97%
2017	32,318.58	470,143.35	502,461.93	492,424.34	98.00%

Sewer Utility

<u>Year</u>	<u>Beginning Balance</u>	<u>Levy</u>	<u>Total</u>	<u>Cash Collections</u>	<u>Percentage Of Collection</u>
2019	\$ 12,433.25	\$ 534,578.77	\$ 547,012.02	\$ 537,193.53	98.20%
2018	10,428.75	534,185.59	544,614.34	532,181.09	97.71%
2017	23,180.41	533,664.85	556,845.26	546,416.51	98.12%

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 6. Fund Balances Appropriated

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

<u>Year</u>	<u>Balance December 31,</u>	<u>Utilized in Budget of Succeeding Year</u>	<u>Percentage of Fund Balance Used</u>
Current Fund:			
2019	\$ 828,456.77	\$ 400,000.00	48.28%
2018	572,709.32	300,000.00	52.38%
2017	502,663.75	300,000.00	59.68%
Water Utility Operating Fund:			
2019	\$ 441,817.08	\$ 194,600.00	44.05%
2018	340,469.13	178,800.00	52.52%
2017	367,111.72	205,700.00	56.03%
Sewer Utility Operating Fund:			
2019	\$ 681,014.53	\$ 191,000.00	28.05%
2018	580,073.33	200,000.00	34.48%
2017	522,892.71	297,800.00	56.95%

Note 7. Disaggregated Receivable and Payable Balances

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

Note 8. Interfund Receivables and Payables

The following interfund balances were recorded on the various statements of assets, liabilities, reserves and fund balance as of December 31, 2019:

Fund	Interfund Receivable	Interfund Payable
Current Fund	\$ 11,994.98	\$ -
Animal Control Trust	-	11.38
Payroll Trust Fund	-	11,983.60
	<u>\$ 11,994.98</u>	<u>\$ 11,994.98</u>

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

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 8. Interfund Receivables and Payables (continued)

The summary of interfund transfers follows:

Fund	Transfers In	Transfers Out
Current Fund	\$ 2,842.91	\$ 3,177.65
Animal Control Trust	3,048.26	2,710.26
Trust Other Fund	129.39	132.65
Payroll Trust Fund	<u>36,236.12</u>	<u>36,236.12</u>
	<u>\$ 42,256.68</u>	<u>\$ 42,256.68</u>

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

Note 9. Pension Obligations

A. Public Employees' Retirement System (PERS)

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

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

The following represents the membership tiers for PERS:

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

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

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 9. Pension Obligations (continued):

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

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

Contributions - The contribution policy for PERS is set by *N.J.S.A. 43:15A* and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's pension contribution is based on an actuarially determined amount, which includes the employer portion of the normal cost and an amortization of the unfunded accrued liability. Funding for noncontributory group insurance benefits is based on actual claims paid. For the fiscal year 2019, the State's pension contribution was less than the actuarial determined amount. The local employers' contribution amounts are based on an actuarially determined rate, which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PERS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of assets. For the year ended December 31, 2019, the Borough's contractually required contribution to PERS plan was \$43,964.

Components of Net Pension Liability - At December 31, 2019, the Borough's proportionate share of the PERS net pension liability was \$814,393. The net pension liability was measured as of June 30, 2019. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of July 1, 2018, which was rolled forward to June 30, 2019. The Borough's proportion of the net pension liability was based on the Borough's actual contributions to the plan relative to the total of all participating employers' contributions for the year ended June 30, 2019. The Borough's proportion measured as of June 30, 2019, was 0.0045197650% which was an increase of 0.0001357250% from its proportion measured as of June 30, 2018.

Balances at December 31, 2019 and December 31, 2018

	<u>12/31/2019</u>	<u>12/30/2018</u>
Actuarial valuation date (including roll forward)	June 30, 2019	June 30, 2018
Deferred Outflows of Resources	\$ 127,660	\$ 170,879
Deferred Inflows of Resources	433,772	467,289
Net Pension Liability	814,393	863,195
Borough's portion of the Plan's total Net Pension Liability	0.00452%	0.00438%

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 9. Pension Obligations (continued):

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

Pension Expense and Deferred Outflows/Inflows of Resources - At December 31, 2019, the Borough's proportionate share of the PERS expense, calculated by the plan as of the June 30, 2019 measurement date is \$5,405. This expense is not recognized by the Borough because of the regulatory basis of accounting as described in Note 1, but as previously mentioned the Borough contributed \$43,964 to the plan in 2019.

At December 31, 2019, the Borough reported deferred outflows of resources and deferred inflows of resources related to PERS from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between Expected and Actual Experience	\$ 14,617	\$ 3,598
Changes of Assumptions	81,320	282,673
Net Difference between Projected and Actual Earnings on Pension Plan Investments	-	12,856
Changes in Proportion and Differences between Borough Contributions and Proportionate Share of Contributions	<u>31,723</u>	<u>134,645</u>
	<u>\$ 127,660</u>	<u>\$ 433,772</u>

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

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 9. Pension Obligations (continued):

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

	<u>Deferred Outflow of Resources</u>	<u>Deferred Inflow of Resources</u>
Differences between Expected and Actual Experience		
Year of Pension Plan Deferral:		
June 30, 2014	-	-
June 30, 2015	5.72	-
June 30, 2016	5.57	-
June 30, 2017	5.48	-
June 30, 2018	5.63	-
June 30, 2019	5.21	-
Changes of Assumptions		
Year of Pension Plan Deferral:		
June 30, 2014	6.44	-
June 30, 2015	5.72	-
June 30, 2016	5.57	-
June 30, 2017	-	5.48
June 30, 2018	-	5.63
June 30, 2019	-	5.21
Net Difference between Projected and Actual Earnings on Pension Plan Investments		
Year of Pension Plan Deferral:		
June 30, 2014	-	5.00
June 30, 2015	-	5.00
June 30, 2016	5.00	-
June 30, 2017	5.00	-
June 30, 2018	5.00	-
June 30, 2019	5.00	-
Changes in Proportion and Differences between Contributions and Proportionate Share of Contributions		
Year of Pension Plan Deferral:		
June 30, 2014	6.44	6.44
June 30, 2015	5.72	5.72
June 30, 2016	5.57	5.57
June 30, 2017	5.48	5.48
June 30, 2018	5.63	5.63
June 30, 2019	5.21	5.21

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 9. Pension Obligations (continued):

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

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

Year Ending Dec 31,	Amount
2020	\$ (61,229)
2021	(105,285)
2022	(93,540)
2023	(44,074)
2024	(1,984)
	<hr/>
	\$ (306,112)

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

Inflation	
Price	2.75%
Wage	3.25%
Salary Increases:	
Through 2026	2.00 - 6.00% Based on Years of Service
Thereafter	3.00 - 7.00% Based on Years of Service
Investment Rate of Return	7.00%
Mortality Rate Table	
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
Period of Actuarial Experience	
Study upon which Actuarial	
Assumptions were Based	July 1, 2014 - June 30, 2018

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-2019.

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 9. Pension Obligations (continued):

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

The actuarial assumptions used in the July 1, 2018 valuation were based on the results of an actuarial experience study for the period July 1, 2014 to June 30, 2018. It is likely that future experience will not exactly conform to these assumptions. To the extent that actual experience deviates from these assumptions, the emerging liabilities may be higher or lower than anticipated. The more the experience deviates, the larger the impact on future financial statements.

Long-Term Expected Rate of Return - In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2019) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2019 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Risk Mitigation Strategies	3.00%	4.67%
Cash Equivalents	5.00%	2.00%
U.S. Treasuries	5.00%	2.68%
Investment Grade Credit	10.00%	4.25%
High Yield	2.00%	5.37%
Private Credit	6.00%	7.92%
Real Assets	2.50%	9.31%
Real Estate	7.50%	8.33%
U.S. Equity	28.00%	8.26%
Non-U.S. Developed Markets Equity	12.50%	9.00%
Emerging Markets Equity	6.50%	11.37%
Private Equity	12.00%	10.85%
	<u>100.00%</u>	

Discount Rate - The discount rate used to measure the total pension liability was 6.28% as of June 30, 2019. The single blended discount rate was based on long-term expected rate of return on pension plan investments of 7.00%, and a municipal bond rate of 3.50% as of June 30, 2019 based on the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipals bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be based on 70% 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 projected future

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 9. Pension Obligations (continued):

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

benefit payments of current plan members through 2057. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2057 and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

Sensitivity of the Borough's proportionate share of the Net Pension Liability to Changes in the Discount Rate - The following presents the Borough's proportionate share of the net pension liability calculated using the discount rate as disclosed above, as well as what the Borough's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.28%) or 1-percentage-point higher (7.28%) than the current rate:

	1% Decrease (5.28%)	Current Discount Rate (6.28%)	1% Increase (7.28%)
Borough's Proportionate Share of the Net Pension Liability	\$ 1,035,867	\$ 814,393	\$ 638,209

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

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

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

The following represents the membership tiers for PFRS:

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

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

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 9. Pension Obligations (continued):

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

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

Contributions - The contribution policy for PFRS is set by *N.J.S.A. 43:16A* and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's contribution amount is based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. For fiscal year 2019, the State contributed an amount less than the actuarially determined amount. The Local employers' contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PFRS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of assets. For the year ended December 31, 2019, the Borough's contractually required contributions to PFRS plan was \$120,923.

Net Pension Liability and Pension Expense - At December 31, 2019 the Borough's proportionate share of the PFRS net pension liability was \$1,465,022. The net pension liability was measured as of June 30, 2019. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of July 1, 2018, to the measurement date of June 30, 2019. The Borough's proportion of the net pension liability was based on the Borough's actual contributions to the plan relative to the total of all participating employers' contributions for the year ended June 30, 2019. The Borough's proportion measured as of June 30, 2019, was 0.0119712634%, which was a decrease of 0.0029613197% from its proportion measured as of June 30, 2018.

Balances at December 31, 2019 and December 31, 2018

	<u>12/31/2019</u>	<u>12/31/2018</u>
	June 30, 2019	June 30, 2018
Actuarial valuation date (including roll forward)		
Deferred Outflows of Resources	\$ 258,540	\$ 482,652
Deferred Inflows of Resources	900,506	594,373
Net Pension Liability	1,465,022	2,020,625
Borough's portion of the Plan's total net pension Liability	0.01197%	0.01493%

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 9. Pension Obligations (continued):

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

Pension Expense and Deferred Outflows/Inflows of Resources – At December 31, 2019, the Borough's proportionate share of the PFRS expense, calculated by the plan as of the June 30, 2019 measurement date was \$95,567. This expense is not recognized by the Borough because of the regulatory basis of accounting as described in Note 1, but as previously mentioned the Borough contributed \$120,923 to the plan in 2019.

At December 31, 2019, the Borough had deferred outflows of resources and deferred inflows of resources related to PFRS from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between Expected and Actual Experience	\$ 12,367	\$ 9,275
Changes of Assumptions	50,200	473,482
Net Difference between Projected and Actual Earnings on Pension Plan Investments	-	19,851
Changes in Proportion and Differences between Borough Contributions and Proportionate Share of Contributions	<u>195,973</u>	<u>397,898</u>
	<u>\$ 258,540</u>	<u>\$ 900,506</u>

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

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 9. Pension Obligations (continued):

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

	<u>Deferred Outflow of Resources</u>	<u>Deferred Inflow of Resources</u>
Differences between Expected and Actual Experience		
Year of Pension Plan Deferral:		
June 30, 2014	-	-
June 30, 2015	-	5.53
June 30, 2016	-	5.58
June 30, 2017	5.59	-
June 30, 2018	5.73	-
June 30, 2019	-	5.92
Changes of Assumptions		
Year of Pension Plan Deferral:		
June 30, 2014	6.17	-
June 30, 2015	5.53	-
June 30, 2016	5.58	-
June 30, 2017	-	5.59
June 30, 2018	-	5.73
June 30, 2019	-	5.92
Net Difference between Projected and Actual Earnings on Pension Plan Investments		
Year of Pension Plan Deferral:		
June 30, 2014	-	5.00
June 30, 2015	-	5.00
June 30, 2016	5.00	-
June 30, 2017	5.00	-
June 30, 2018	5.00	-
June 30, 2019	-	5.00
Changes in Proportion and Differences between Contributions and Proportionate Share of Contributions		
Year of Pension Plan Deferral:		
June 30, 2014	6.17	6.17
June 30, 2015	5.53	5.53
June 30, 2016	5.58	5.58
June 30, 2017	5.59	5.59
June 30, 2018	5.73	5.73
June 30, 2019	5.92	5.92

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 9. Pension Obligations (continued):

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

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

Year Ending		
<u>Dec 31,</u>		<u>Amount</u>
2020	\$	(136,042)
2021		(158,174)
2022		(186,613)
2023		(59,250)
2024		<u>(101,887)</u>
	<u>\$</u>	<u>(641,966)</u>

Special Funding Situation – Under N.J.S.A. 43:16A-15, local participating employers are responsible for their own contributions based on actuarially determined amounts, except where legislation was passed which legally obligated the State if certain circumstances occurred. The legislation which legally obligates the state is as follows: Chapter 8, P.L. 2000, Chapter 318, P.L. 2001, Chapter 86, P.L. 2001, Chapter 511, P.L. 1991, Chapter 109, P.L. 1979, Chapter 247, P.L. 1993 and Chapter 201, P.L. 2001. The amounts contributed on behalf of the local participating employers under this legislation is considered to be a special funding situation as defined by GASB Statement No. 68 and the State is treated as a non-employer contributing entity. Since the local participating employers do not contribute under this legislation directly to the plan (except for employer specific financed amounts), there is no net pension liability to report in the financial statements of the local participating employers related to this legislation.

Additionally, the State's proportionate share of the PFRS net pension liability attributable to the Borough is \$231,330 as of December 31, 2019. The net pension liability was measured as of June 30, 2019. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of July 1, 2018, to the measurement date of June 30, 2019. The State's proportion of the net pension liability associated with the Borough was based on a projection of the Borough's long-term share of contributions to the pension plan relative to the projected contributions of all participating members, actuarially determined. The State's proportion measured as of June 30, 2019 was 0.0119712634%, which was a decrease of 0.0029613197% from its proportion measured as of June 30, 2018, which is the same proportion as the Borough's. At December 31, 2019, the Borough's and the State of New Jersey's proportionate share of the PFRS net pension liability were as follows:

Borough's Proportionate Share of Net Pension Liability	\$	1,465,022
State of New Jersey's Proportionate Share of Net Pension Liability Associated with the Borough		<u>231,330</u>
	<u>\$</u>	<u>1,696,352</u>

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 9. Pension Obligations (continued):

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

At December 31, 2019, the State's proportionate share of the PFRS expense, associated with the Borough, calculated by the plan as of the June 30, 2019 measurement date was \$26,879.

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

Inflation	
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%
Mortality Rate Table	
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
Period of Actuarial Experience	
Study upon which Actuarial	
Assumptions were Based	July 1, 2013 - June 30, 2018

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. 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 (contingent annuitants), 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-2019.

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

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 9. Pension Obligations (continued):

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

Long-Term Expected Rate of Return - In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2019) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in PFRS's target asset allocation as of June 30, 2019 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Risk Mitigation Strategies	3.00%	4.67%
Cash Equivalents	5.00%	2.00%
U.S. Treasuries	5.00%	2.68%
Investment Grade Credit	10.00%	4.25%
High Yield	2.00%	5.37%
Private Credit	6.00%	7.92%
Real Assets	2.50%	9.31%
Real Estate	7.50%	8.33%
U.S. Equity	28.00%	8.26%
Non-U.S. Developed Markets Equity	12.50%	9.00%
Emerging Markets Equity	6.50%	11.37%
Private Equity	12.00%	10.85%
	<u>100.00%</u>	

Discount Rate - The discount rate used to measure the total pension liability was 6.85% as of June 30, 2019. The single blended discount rate was based on long-term expected rate of return on pension plan investments of 7.00%, and a municipal bond rate of 3.50% as of June 30, 2019 based on the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipals bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers and the nonemployer contributing entity will be based on 70% of the actuarially determined contributions for the State employer and 100% of actuarially determined contributions for local employers. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2076. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2076 and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

Sensitivity of the Borough's proportionate share of the Net Pension Liability to Changes in the Discount Rate - The following presents the Borough's proportionate share of the net pension liability calculated using the discount rate as disclosed above, as well as what the Borough's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.85%) or 1-percentage-point higher (7.85%) than the current rate:

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 9. Pension Obligations (continued):

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

	1% Decrease (5.85%)	Current Discount Rate (6.85%)	1% Increase (7.85%)
Borough's Proportionate Share of the Net Pension Liability	\$ 1,980,176	\$ 1,465,022	\$ 1,038,658
State of New Jersey's Proportionate Share of Net Pension Liability associated with the Borough	<u>312,674</u>	<u>231,330</u>	<u>164,006</u>
	<u><u>\$ 2,292,850</u></u>	<u><u>\$ 1,696,352</u></u>	<u><u>\$ 1,202,664</u></u>

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

Note 10. Postemployment Benefits Other Than Pensions

General Information about the OPEB Plan

The State Health Benefit Local Government Retired Employees Plan (the Plan) is a cost-sharing multiple-employer defined benefit other postemployment benefit (OPEB) plan with a special funding situation. It covers employees of local government employers that have adopted a resolution to participate in the Plan. For additional information about the Plan, please refer to the State of New Jersey (the State), Division of Pensions and Benefits' (the Division) Comprehensive Annual Financial Report (CAFR), which can be found at <https://www.state.nj.us/treasury/pensions/financial-reports.shtml>.

The Plan provides medical and prescription drug to retirees and their covered dependents of the participating 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.

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 10. Postemployment Benefits Other Than Pensions (continued):

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.

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.

Basis of Presentation

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

Allocation Methodology

GASB Statement No. 75 requires participating employers in the Plan to recognize their proportionate share of the collective net OPEB liability, collective deferred outflows of resources, collective deferred inflows of resources, and collective OPEB (benefit) expense. The special funding situation's and nonspecial funding situation's net OPEB liability, deferred outflows of resources, deferred inflows of resources, and OPEB (benefit) expense are based on separately calculated total OPEB liabilities. For the special funding situation and the nonspecial funding situation, the total OPEB liabilities for the year ended June 30, 2019 were \$5,637,151,775.00 and \$8,182,092,807.00, respectively. The nonspecial funding situation's net OPEB liability, deferred outflows of resources, deferred inflows of resources, and OPEB (benefit) expense are further allocated to employers based on the ratio of the plan members of an individual employer to the total members of the Plan's nonspecial funding situation during the measurement period July 1, 2018 through June 30, 2019. Employer and nonemployer allocation percentages have been rounded for presentation purposes; therefore, amounts presented in the schedule of OPEB amounts by employer and nonemployer may result in immaterial differences.

Special Funding Situation

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

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 10. Postemployment Benefits Other Than Pensions (continued):

Therefore, these employers are considered to be in a special funding situation as defined by GASB Statement No. 75 and the State is treated as a nonemployer contributing entity. Since the local participating employers do not contribute under this legislation directly to the plan, there is no net OPEB liability, deferred outflows of resources or deferred inflows of resources to report in the financial statements of the local participating employers related to this legislation. However, the notes to the financial statements of the local participating employers must disclose the portion of the nonemployer contributing entities' total proportionate share of the collective net OPEB liability that is associated with the local participating employer.

The participating employer allocations included in the supplemental schedule of employer special funding allocations and the supplemental schedule of special funding amounts by employer for each employer are provided as each employer is required to record in their financial statements, as an expense and corresponding revenue, their proportionate share of the OPEB expense allocated to the State of New Jersey under the special funding situation and include their proportionate share of the collective net OPEB liability in their respective notes to their financial statements. For this purpose, the proportionate share was developed based on eligible plan members subject to the special funding situation. This data takes into account active members from both participating and non-participating employer locations and retired members currently receiving OPEB benefits.

Additionally, the State's proportionate share of the OPEB liability attributable to the Borough is \$1,668,159.00 as of December 31, 2019. The OPEB liability was measured as of June 30, 2019. The total OPEB liability used to calculate the OPEB liability was determined using update procedures to roll forward the total OPEB liability from an actuarial valuation as of July 1, 2018, to the measurement date of June 30, 2019. The State's proportion of the OPEB liability associated with the Borough was based on a projection of the Borough's long-term share of contributions to the OPEB plan relative to the projected contributions of all participating members, actuarially determined. The State's proportion measured as of June 30, 2019 was 0.0301889958%, which was a decrease of 0.0014830069% from its proportion measured as of June 30, 2018, which is the same proportion as the Borough's. At December 31, 2019, the Borough's and the State of New Jersey's proportionate share of the OPEB liability were as follows:

State of New Jersey's	
Proportionate Share of OPEB Liability	
Associated with the Borough	\$ 1,668,159.00

At December 31, 2019, the State's proportionate share of the OPEB expense, associated with the Borough, calculated by the plan as of the June 30, 2019 measurement date was \$22,112.00.

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 11. Municipal Debt

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

	<u>2019</u>	<u>2018</u>	<u>2017</u>
Issued:			
General:			
Bonds, Notes and Loans	\$ 1,800,000.00	\$ 1,445,000.00	\$ 1,584,000.00
Water Utility:			
Bonds, Notes and Loans	355,000.00	390,000.00	425,000.00
	<hr/>	<hr/>	<hr/>
Total Debt Issued	2,155,000.00	1,835,000.00	2,009,000.00
	<hr/>	<hr/>	<hr/>
Authorized but not issued:			
General:			
Bonds, Notes and Loans	76,177.09	421,677.09	345,427.09
Water Utility:			
Bonds, Notes and Loans	100,000.00	100,000.00	-
	<hr/>	<hr/>	<hr/>
Total Authorized But Not Issued	176,177.09	521,677.09	345,427.09
	<hr/>	<hr/>	<hr/>
Total Gross Debt	<u><u>\$ 2,331,177.09</u></u>	<u><u>\$ 2,356,677.09</u></u>	<u><u>\$ 2,354,427.09</u></u>
Deductions:			
Utility:			
Self Liquidating Debt	\$ 455,000.00	\$ 490,000.00	\$ 425,000.00
	<hr/>	<hr/>	<hr/>
Total Deductions	455,000.00	490,000.00	425,000.00
	<hr/>	<hr/>	<hr/>
Total Net Debt	<u><u>\$ 1,876,177.09</u></u>	<u><u>\$ 1,866,677.09</u></u>	<u><u>\$ 1,929,427.09</u></u>

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 11. Municipal Debt (continued)

Summary of Statutory Debt Condition – Annual Debt Statement

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

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Regional School Debt	\$ 1,053,862.34	\$ 1,053,862.34	\$ -
General Debt	1,876,177.09	-	1,876,177.09
Utility Debt	455,000.00	455,000.00	-
	<u>\$ 3,385,039.43</u>	<u>\$ 1,508,862.34</u>	<u>\$ 1,876,177.09</u>

Net Debt \$1,876,177.09 divided by the average Equalized Valuation Basis per N.J.S.A.40A:2-2 as amended, \$257,913,604 equals 0.727%. New Jersey statute 40A:2-6, as amended, limits the debt of a Municipality to 3.5% of the last three preceding year's average equalized valuations of real estate, including improvements and the assessed valuation of Class II Railroad Property. The remaining borrowing power in dollars at December 31, 2019 is calculated as follows:

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

3 1/2% of Equalized Valuation Basis (Municipal)	\$ 9,026,976.14
Net Debt	<u>1,876,177.09</u>
Remaining Borrowing Power	<u>\$ 7,150,799.05</u>

Self-Liquidating Water Utility Calculation per N.J.S.A. 40A:2-46

Cash Receipts From Fees, Rents or Other Charges for the Year	\$ 741,097.95
Deductions:	
Operating and Maintenance Costs	\$ 339,769.55
Debt Service	<u>54,150.00</u>
Total Deductions	<u>393,919.55</u>
Excess/(Deficit) in Revenue	<u>\$ 347,178.40</u>

*If Excess in Revenues all Utility Debt is Deducted

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 11. Municipal Debt (continued)

General Debt

A. Serial Bonds Payable

On 12/2013, the Borough issued \$465,000 of General Obligation Bonds. The General Obligation Bonds were issued at interest rates varying from 3% to 5% and mature on 12/1/2027.

On 12/2013, the Borough issued \$1,355,000 of General Obligation Bonds. The General Obligation Bonds were issued at interest rates varying from 2% to 5% and mature on 12/1/2033.

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 90,000.00	\$ 65,268.76	\$ 155,268.76
2021	95,000.00	60,768.76	155,768.76
2022	90,000.00	56,018.76	146,018.76
2023	105,000.00	51,518.76	156,518.76
2024	100,000.00	46,268.76	146,268.76
2025-2029	505,000.00	151,593.80	656,593.80
2030-2033	375,000.00	39,175.04	414,175.04
	<u>\$ 1,360,000.00</u>	<u>\$ 470,612.64</u>	<u>\$ 1,830,612.64</u>

B. Bond Anticipation Notes Payable – Short Term Debt

The following is a summary of bond anticipation notes payable accounted for in the General Capital fund at December 31, 2019:

<u>Description</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Rate</u>	<u>Balance December 31, 2019</u>
ADA Intersection Improvements - CDBG	10/23/2019	10/30/2020	1.950%	\$ 14,400.00
Road Reconstruction/Various Improvements	10/23/2019	10/30/2020	1.950%	143,313.85
Acquisition of Leaf Machine	10/23/2019	10/30/2020	1.950%	37,611.00
Various Capital Improvements	10/23/2019	10/30/2020	1.950%	42,613.91
Various Capital Improvements	10/23/2019	10/30/2020	1.950%	18,500.00
DPW Dump Truck	10/23/2019	10/30/2020	1.950%	25,000.00
Road Improvements to Hospitality Way	10/23/2019	10/30/2020	1.950%	54,061.24
General Improvements for the Police Dept	10/23/2019	10/30/2020	1.950%	104,500.00
				<u>\$ 440,000.00</u>

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

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 11. Municipal Debt (continued)

C. Bonds and Notes Authorized But Not Issued

As of December 31, 2019, the Borough had \$76,177.09 General Capital bonds and notes authorized but not issued.

Water Utility Debt

A. Serial Bonds Payable

On 12/2013, the Borough issued \$515,000 of Utility Revenue Bonds. The Bonds were issued at interest rates varying from 3% to 5% and mature on 12/2027.

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	\$ 35,000.00	\$ 17,750.00	\$ 52,750.00
2021	35,000.00	16,000.00	51,000.00
2022	40,000.00	14,250.00	54,250.00
2023	40,000.00	12,250.00	52,250.00
2024	50,000.00	10,250.00	60,250.00
2025-2027	155,000.00	15,750.00	170,750.00
	<u>\$ 355,000.00</u>	<u>\$ 86,250.00</u>	<u>\$ 441,250.00</u>

B. Bond Anticipation Notes Payable – Short Term Debt

The Borough has no bond anticipation notes outstanding at December 31, 2019.

C. Bonds and Notes Authorized But Not Issued

As of December 31, 2019, the Borough had \$100,000.00 in various bonds and notes authorized but not issued.

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 11. Municipal Debt (continued)

Summary of Principal Debt

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

	Balance December 31, <u>2018</u>	Accrued/ <u>Increases</u>	Retired/ <u>Decreases</u>	Balance December 31, <u>2019</u>	Balance Due Within <u>One Year</u>
General Capital:					
General Bonds	\$ 1,445,000.00	\$ -	\$ 85,000.00	\$ 1,360,000.00	\$ 90,000.00
Bond Anticipation Notes	-	440,000.00	-	440,000.00	440,000.00
	<u>\$ 1,445,000.00</u>	<u>\$ 440,000.00</u>	<u>\$ 85,000.00</u>	<u>\$ 1,800,000.00</u>	<u>\$ 530,000.00</u>
Water Utility Capital:					
Utility Bonds	\$ 390,000.00	\$ -	\$ 35,000.00	\$ 355,000.00	\$ 35,000.00
	<u>\$ 390,000.00</u>	<u>\$ -</u>	<u>\$ 35,000.00</u>	<u>\$ 355,000.00</u>	<u>\$ 35,000.00</u>

Note 12. Deferred School District Taxes

School taxes have been raised and the liability deferred by statutes. The balance of unpaid local and regional school taxes levied, amount deferred and the amount reported as a liability (payable) at December 31, are as follows:

<u>Regional School Taxes</u>	Balance, December 31,	
	<u>2019</u>	<u>2018</u>
Total Balance of Local Tax	\$ 950,287.26	\$ 1,059,059.76
Deferred Taxes	<u>826,422.97</u>	<u>826,422.97</u>
Local Tax Payable	<u>\$ 123,864.29</u>	<u>\$ 232,636.79</u>
<u>Regional High School Taxes</u>	Balance, December 31,	
	<u>2019</u>	<u>2018</u>
Total Balance of Regional Tax	\$ 607,162.62	\$ 566,340.62
Deferred Taxes	<u>397,082.47</u>	<u>397,082.47</u>
Regional Tax Payable	<u>\$ 210,080.15</u>	<u>\$ 169,258.15</u>

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 13. Deferred Charges to be Raised in Succeeding Budgets

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2019, the Borough had no deferred charges to be raised in succeeding budgets.

Note 14. Risk Management

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

Joint Insurance Pool

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

Employee Theft - Per Loss Coverage	\$1,000,000.00
Forgery or Alteration	1,000,000.00
Inside the Premises - Theft of Money and Securities	1,000,000.00
Inside the Premises - Robbery or Safe Burglary of Other Property	1,000,000.00
Computer Fraud	1,000,000.00
Public Employee Dishonesty	1,000,000.00

Contributions to the Funds are payable in one installment and are based on actuarial assumptions determined by the Funds' actuaries. The Fund publishes its own financial report for the year ended December 31, 2019 which can be obtained on the Fund's website.

Note 15. Accumulated Absences

As discussed in Note 1 and in accordance with accounting principles prescribed by the State of New Jersey, the cash basis of accounting is followed for recording the Borough's liability related to unused vacation, sick pay and compensation time. The Borough permits certain employees within limits to accumulate unused vacation, sick pay and compensation time, which may be taken as time off or paid at a later date at an agreed upon rate. In accordance with New Jersey accounting principles, this unused accumulated absences amount is not reported as a liability in the accompanying financial statements. It is estimated that accrued benefits for compensated absences are valued at \$42,789.72 at December 31, 2019.

Note 16. Unemployment Compensation Insurance

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

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 16. Unemployment Compensation Insurance (continued)

<u>Year</u>	<u>Contributions</u>	<u>Employee Contributions</u>	<u>Interest Earned</u>	<u>Ending Balance</u>
2019	\$ 200.00	\$ -	\$ 512.54	\$ 52,081.09
2018	200.00	-	51.24	51,368.55
2017	2,033.33	18,598.19	-	51,117.31

Note 17. General Fixed Assets

Fixed Assets activity for the year ended December 31, 2019 was as follows:

	<u>Balance December 31, 2018</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance December 31, 2019</u>
Land	\$ 2,039,400.00	\$ -	\$ -	\$ 2,039,400.00
Buildings and Improvements	510,300.00	-	-	510,300.00
Machinery & Equipment	1,032,558.19	-	-	1,032,558.19
	<u>\$ 3,582,258.19</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,582,258.19</u>

Note 18. Contingencies

Grantor Agencies

The Borough receives financial assistance from the State of New Jersey and the U.S. government in the form of grants. Entitlement to the funds is generally conditional upon compliance with terms and conditions of the grant agreements and applicable regulations, including the expenditure of the funds for eligible purposes. Substantially all grants, entitlements and cost reimbursements are subject to financial and compliance audits by grantors. As a result of these audits, costs previously reimbursed could be disallowed and require repayment to the grantor agency. As of December 31, 2019 the Borough estimates that no material liabilities will result from such audits.

Litigation

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

Tax Appeals

Losses arising from tax appeals are recognized at the time a decision is rendered by an administrative or judicial body; however, municipalities may establish reserves transferred from tax collections or by budget appropriation for future payments of tax appeal losses. There are no significant pending tax appeals as of December 31, 2019.

BOROUGH OF ENGLISHTOWN
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED DECEMBER 31, 2019

Note 19: Subsequent Event

Management has reviewed and evaluated all events and transactions that occurred between December 31, 2019 and June 30, 2020, the date that the financial statements were available for issuance, for possible disclosure and recognition in the financial statements.

In December 2019, an outbreak of a new strain of coronavirus, COVID-19, emerged in Wuhan, China. Within weeks, the number of those infected grew significantly, and beyond China's borders. As of the date of this report, the coronavirus is reported to have spread to over 143 countries, and the list is expected to continue to grow. The coronavirus outbreak is still evolving and its effects remain unknown. The Borough is unable to predict how changing global economic conditions such as the COVID-19 coronavirus will affect the Borough's operations.

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SUPPLEMENTARY SCHEDULES

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CURRENT FUND

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**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF CASH - TREASURER
FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Current Fund</u>	<u>Grant Fund</u>
Balance, December 31, 2018	\$ 1,430,313.50	\$ 88,124.35
Increased By Receipts:		
Taxes Receivable	\$ 6,142,990.97	\$ -
Revenue Accounts Receivable	590,105.75	-
Miscellaneous Revenue Not Anticipated	199,995.46	-
Due From:		
State of New Jersey - Senior Citizens' and Veterans' Deductions	5,750.00	-
Trust - Other Fund	7.32	-
Trust - Animal Control Fund	2,710.26	-
Prepaid Taxes	27,100.60	-
Due to State - Marriage Licenses	325.00	-
Premium on Tax Sale	25,500.00	-
Reserve for Third Party Liens	28,227.50	-
Grants Receivable	-	15,071.35
Grants - Unappropriated	-	8,568.30
	<u>7,022,712.86</u>	<u>23,639.65</u>
	<u>8,453,026.36</u>	<u>111,764.00</u>
Decreased By Disbursements:		
2019 Appropriations	2,027,585.29	-
2018 Appropriation Reserves	82,218.77	-
Accounts Payable	20,230.03	-
Due to State - Marriage Licenses	450.00	-
Fire District Taxes Payable	492,000.00	-
County Taxes Payable	741,197.57	-
Regional District High School Tax Payable	1,041,158.00	-
Regional District School Tax Payable	2,368,596.50	-
Premium on Tax Sale	49,100.00	-
Tax Overpayments	6,995.72	-
Third Party Liens	23,104.68	-
Due From:		
Trust - Animal Control Fund	3,048.26	-
Grants - Appropriated	-	19,596.27
	<u>6,855,684.82</u>	<u>19,596.27</u>
Balance, December 31, 2019	<u>\$ 1,597,341.54</u>	<u>\$ 92,167.73</u>

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF DUE (TO)/FROM STATE OF NEW JERSEY -
SENIOR CITIZENS' AND VETERANS' DEDUCTIONS
FOR THE YEAR ENDED DECEMBER 31, 2019

Balance, December 31, 2018		\$ (350.03)
Increased By:		
Senior Citizens' & Veterans Deductions		
Per Duplicate		<u>6,000.00</u>
		5,649.97
Decreased By:		
Senior Citizens' Deductions Disallowed	\$ 250.00	
Cash Received From State of New Jersey	<u>5,750.00</u>	<u>6,000.00</u>
Balance, December 31, 2019		<u><u>\$ (350.03)</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY
FOR THE YEAR ENDED DECEMBER 31, 2019**

<u>Year</u>	Balance December 31, 2018	2019 <u>Levy</u>	<u>Added</u>	<u>Collections</u>		<u>Transfer to Tax Title Liens</u>	<u>Due From State of New Jersey</u>	<u>Cancelled</u>	Balance December 31, 2019
				2018	2019				
2019	\$ -	\$ 6,193,708.04	\$ 3,264.49	\$ 34,511.03	\$ 6,140,393.65	\$ 24.15	\$ 5,750.00	\$ 16,259.93	\$ 33.77
	\$ -	\$ 6,193,708.04	\$ 3,264.49	\$ 34,511.03	\$ 6,140,393.65	\$ 24.15	\$ 5,750.00	\$ 16,259.93	\$ 33.77

Cash Receipts	\$ 6,142,990.97
Overpayments Created	<u>(2,597.32)</u>
	<u>\$ 6,140,393.65</u>

Analysis of Property Tax Levy

<u>Tax Yield</u>	
General Purpose Tax	\$ 6,193,708.04
Added Taxes (R.S. 54-4-63, 1 et seq.)	<u>3,264.49</u>
	<u>\$ 6,196,972.53</u>
<u>Tax Levy</u>	
Special District Taxes	492,000.00
Regional District High School Tax	1,081,980.00
Regional District School Tax	2,259,824.00
County Taxes:	
County Tax	\$ 613,780.54
County Library Tax	43,912.96
County Health Tax	12,361.45
County Open Space Tax	71,041.00
Due County for Added and Omitted Taxes	<u>425.11</u>
	741,521.06
Local Tax for Municipal Purposes	1,617,216.86
Add: Additional Tax Levied	<u>4,430.61</u>
	<u>1,621,647.47</u>
	<u>\$ 6,196,972.53</u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF TAX TITLE LIENS RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2017	\$ 105.93
Increased By:	
Transfer From Taxes Receivable	<u>24.15</u>
Balance, December 31, 2019	<u><u>\$ 130.08</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF FORECLOSED PROPERTY
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018		\$ 521,958.15
Decreased by:		
Sale of Property	\$ 124,900.00	
Adjust to Assessed Value	<u>78,258.15</u>	
		<u>203,158.15</u>
Balance, December 31, 2019		<u><u>\$ 318,800.00</u></u>

Analysis of Balance

Block 4, Lot 1	\$ 158,800.00
Block 4, Lot 40	<u>160,000.00</u>
Total	<u><u>\$ 318,800.00</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Balance December 31, <u>2018</u>	Accrued in <u>2019</u>	<u>Collections</u>	Balance December 31, <u>2019</u>
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	\$ -	\$ 6,856.66	\$ 6,856.66	\$ -
Fines and Costs:				
Municipal Court	8,940.59	223,553.11	223,211.80	9,281.90
Interest and Costs on Taxes	-	8,891.99	8,891.99	-
Interest on Investments and Deposits	-	50,854.71	50,854.71	-
Off-Duty Police Admin. Fees	-	9,000.00	9,000.00	-
General Capital Fund Surplus	-	25,000.00	25,000.00	-
Cable Franchise Fees	-	63,432.44	63,432.44	-
Energy Receipts Tax	-	139,371.00	139,371.00	-
Fire District Interlocal Agreement	-	32,760.00	32,760.00	-
Consolidated Municipal Property Tax Relief	-	2,835.00	2,835.00	-
Tower Lease Agreement	-	27,892.15	27,892.15	-
	<u>\$ 8,940.59</u>	<u>\$ 590,447.06</u>	<u>\$ 590,105.75</u>	<u>\$ 9,281.90</u>
Cash Receipts			<u>\$ 590,105.75</u>	
			<u>\$ 590,105.75</u>	

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF DUE FROM PAYROLL FUND
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2019 & 2018

\$ 11,983.60

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF DUE FROM TRUST - OTHER FUND/ESCROW
FOR THE YEAR ENDED DECEMBER 31, 2019

Balance, December 31, 2018		\$	7.32
Increased By:			
Interest on Investments	\$	11.38	
Expended		<u>4,353.00</u>	
			<u>4,364.38</u>
			4,371.70
Decreased By:			
Cash Receipts		7.32	
Accrued in Current Fund		<u>4,353.00</u>	
			<u>4,360.32</u>
Balance, December 31, 2019		\$	<u><u>11.38</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF DUE TO/FROM ANIMAL CONTROL TRUST FUND
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ (338.00)
Increased By:	
Cash Disbursements	<u>3,048.26</u>
	2,710.26
Decreased By:	
Cash Receipts	<u>2,710.26</u>
Balance, December 31, 2019	<u><u>\$ -</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF 2018 APPROPRIATION RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Balance, December 31, <u>2018</u>	<u>Encumbrances</u>	Balance after <u>Modifications</u>	<u>Paid or Charged</u>	<u>Lapsed</u>
GENERAL GOVERNMENT					
Administration and Executive:					
Office of the Mayor:					
Salaries and Wages	\$ 437.50	\$ -	\$ 437.50	\$ -	\$ 437.50
Other Expenses	697.50	-	697.50	-	697.50
General Administration:					
Other Expenses	1,962.40	114.10	2,076.50	71.53	2,004.97
Municipal Clerk's Office:					
Salaries and Wages	6.17	-	6.17	-	6.17
Other Expenses	4,379.39	650.34	4,029.73	583.18	3,446.55
Elections:					
Other Expenses	56.65	-	56.65	-	56.65
Annual Audit:					
Other Expenses	750.00	-	750.00	-	750.00
Assessment of Taxes:					
Salaries and Wages	3.39	-	3.39	-	3.39
Other Expenses	2,465.80	-	2,465.80	-	2,465.80
Department of Finance:					
Financial Administration:					
Salaries and Wages	63.11	-	63.11	-	63.11
Other Expenses	542.45	408.36	950.81	357.20	593.61
Collection of Taxes:					
Salaries and Wages	110.29	-	110.29	-	110.29
Other Expenses	1,683.12	-	1,683.12	6.20	1,676.92
Department of Law:					
Legal Services and Costs:					
Other Expenses	9,910.50	4,046.00	13,956.50	7,070.00	6,886.50
Municipal Prosecutor:					
Salaries and Wages	2,100.00	-	2,100.00	350.00	1,750.00
Department of Parks, Rec & Social Services:					
Dog Regulation:					
Other Expenses	100.00	-	100.00	-	100.00
Insurance (N.J.S.A. 40A:4-45.3(00)):					
Employee Group Health	19,759.02	493.00	20,252.02	918.59	19,333.43
Health Benefits Waiver	2,500.00	-	2,500.00	-	2,500.00
Department of Public Safety:					
Police:					
Salaries and Wages	18,244.72	-	18,244.72	9,190.20	9,054.52
Other Expenses	352.57	56,041.95	56,394.52	55,738.04	656.48
Emergency Management:					
Salaries and Wages	2.61	-	2.61	-	2.61
Other Expenses	400.00	-	400.00	-	400.00

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF 2018 APPROPRIATION RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Balance, December 31, <u>2018</u>	<u>Encumbrances</u>	Balance after <u>Modifications</u>	<u>Paid or Charged</u>	<u>Lapsed</u>
GENERAL GOVERNMENT (continued)					
Department of Community Development:					
Engineering Services and Costs:					
Other Expenses	3,713.39	3,337.86	7,051.25	2,423.11	4,628.14
Planning Board:					
Salaries and Wages	44.12	-	44.12	-	44.12
Other Expenses	1,770.08	810.00	2,580.08	810.00	1,770.08
Affordable Housing:					
Salaries and Wages	8.28	-	8.28	-	8.28
Other Expenses	1,000.00	-	1,000.00	-	1,000.00
Code Enforcement:					
Salaries and Wages	1,236.02	-	1,236.02	-	1,236.02
Other Expenses	202.69	-	202.69	-	202.69
Department of Public Works:					
Public Buildings and Grounds:					
Salaries and Wages	3,369.87	-	3,369.87	164.38	3,205.49
Other Expenses	10,220.08	4,065.48	14,285.56	4,256.82	10,028.74
Road Repairs and Maintenance:					
Salaries and Wages	8,635.21	-	8,135.21	342.74	7,792.47
Other Expenses	9,262.85	2,176.62	5,939.47	2,328.70	3,610.77
Garbage and Trash Removal:					
Other Expenses	30,900.46	-	30,900.46	10,189.15	20,711.31
Sanitary Landfill:					
Other Expenses	3,070.00	-	3,070.00	-	3,070.00
Recycling:					
Other Expenses	2,709.90	-	2,709.90	1,799.10	910.80
Snow Removal:					
Salaries and Wages	-	-	500.00	500.00	-
Other Expenses	-	-	5,500.00	1,500.00	4,000.00
Municipal Court:					
Salaries and Wages	5,727.88	-	5,727.88	667.34	5,060.54
Other Expenses	7,760.93	248.50	8,009.43	226.80	7,782.63
Public Defender:					
Other Expenses	3,000.00	-	3,000.00	3,000.00	-
Celebrating Public Events:					
Other Expenses	100.00	-	1,100.00	1,100.00	-
Shade Tree Commission:					
Salaries and Wages	905.00	-	905.00	-	905.00
Other Expenses	1,200.00	-	1,200.00	95.00	1,105.00
UNCLASSIFIED					
Utilities:					
Electricity	2,965.00	-	2,965.00	1,300.29	1,664.71
Street Lighting	4,985.34	-	4,985.34	42.66	4,942.68
Telephone (excluding equipment acquisition)	1,288.74	-	1,288.74	745.94	542.80
Natural Gas	3,262.16	-	3,262.16	-	3,262.16
Gasoline	4,978.64	1,427.31	6,405.95	2,789.71	3,616.24
Water and Sewage	788.00	-	788.00	-	788.00

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF 2018 APPROPRIATION RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Balance, December 31, <u>2018</u>	<u>Encumbrances</u>	Balance after <u>Modifications</u>	Paid or <u>Charged</u>	<u>Lapsed</u>
Contribution To:					
Public Employees' Retirement System	550.18	-	550.18	541.30	8.88
Police and Firemen's Retirement System of NJ	2,028.00	-	2,028.00	-	2,028.00
Defined Contribution Retirement Program	1,405.90	-	1,405.90	-	1,405.90
Social Security System (O.A.S.I.)	5,438.91	-	5,438.91	676.25	4,762.66
Matching Funds for Grants	2,500.00	-	2,500.00	-	2,500.00
LOSAP:					
Other Expenses	5,500.00	-	5,500.00	2,200.00	3,300.00
Recycling (N.J.S.A. 13:1E-96.5):					
Other Expenses	738.51	-	738.51	186.30	552.21
Interlocal Municipal Service Agreements:					
911 Emergency Service Contract with County	2,968.78	-	2,968.78	-	2,968.78
Fire District:					
Other Expenses	1,073.50	-	1,073.50	-	1,073.50
Total General Appropriations	<u>\$ 201,835.61</u>	<u>\$ 73,819.52</u>	<u>\$ 275,655.13</u>	<u>\$ 112,170.53</u>	<u>\$ 163,484.60</u>

Appropriation Reserves	\$ 201,835.61
Encumbrances Payable	<u>73,819.52</u>
	<u><u>\$ 275,655.13</u></u>

Cash Disbursed	\$ 82,218.77
Transferred To Accounts Payable	<u>29,951.76</u>
	<u><u>\$ 112,170.53</u></u>

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF ACCOUNTS PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2019

Balance, December 31, 2018		\$ 36,592.00
Increased by:		
Current Year Payables		<u>29,951.76</u>
		66,543.76
Decreased By:		
Cash Disbursements	\$ 20,230.03	
Cancellation of Prior Year Payables	<u>143.22</u>	
		<u>20,373.25</u>
Balance, December 31, 2019		<u><u>\$ 46,170.51</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF PREPAID TAXES
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ 34,511.03
Increased By:	
Cash Receipts	<u>27,100.60</u>
	61,611.63
Decreased By:	
Applied To Taxes Receivable	<u>34,511.03</u>
Balance, December 31, 2019	<u><u>\$ 27,100.60</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF MARRIAGE LICENSE FEES PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ 175.00
Increased By:	
Cash Receipts	<u>325.00</u>
	500.00
Decreased By:	
Cash Disbursements	<u>450.00</u>
Balance, December 31, 2019	<u><u>\$ 50.00</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF FIRE DISTRICT TAXES PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ -
Increased By:	
Tax Levy	<u>492,000.00</u>
	492,000.00
Decreased By:	
Cash Disbursed	<u>492,000.00</u>
Balance, December 31, 2019	<u><u>\$ -</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF COUNTY TAXES PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018		\$	101.62
Increased By:			
2019 Tax Levy:			
County Tax	\$	613,780.54	
County Library Tax		43,912.96	
County Health Tax		12,361.45	
County Open Space Tax		71,041.00	
Added and Omitted Taxes		425.11	
			<u>741,521.06</u>
			741,622.68
Decreased By:			
Cash Disbursed			<u>741,197.57</u>
Balance, December 31, 2019		\$	<u><u>425.11</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF REGIONAL DISTRICT HIGH SCHOOL TAX
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018		
School Tax Payable	\$ 169,258.15	
School Tax Deferred	<u>397,082.47</u>	
		\$ 566,340.62
Increased By:		
Levy - School Year July 1, 2019 to June 30, 2019		<u>1,081,980.00</u>
		1,648,320.62
Decreased By:		
Cash Disbursed		<u>1,041,158.00</u>
Balance, December 31, 2019		
School Tax Payable	\$ 210,080.15	
School Tax Deferred	<u>397,082.47</u>	
		<u>\$ 607,162.62</u>
<u>2019 Liability for Regional District High School Tax</u>		
Tax Payable, December 31, 2019	\$ 210,080.15	
Tax Paid	<u>1,041,158.00</u>	
		\$ 1,251,238.15
Less:		
Tax Payable, December 31, 2018		<u>169,258.15</u>
Amount Charged To 2019 Operations		<u>\$ 1,081,980.00</u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF REGIONAL DISTRICT SCHOOL TAX
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018		
School Tax Payable	\$ 232,636.79	
School Tax Deferred	<u>826,422.97</u>	
		\$ 1,059,059.76
Increased By:		
Levy - School Year July 1, 2019 to June 30, 2019		<u>2,259,824.00</u>
		3,318,883.76
Decreased By:		
Cash Disbursed		<u>2,368,596.50</u>
Balance, December 31, 2019		
School Tax Payable	\$ 123,864.29	
School Tax Deferred	<u>826,422.97</u>	
		<u>\$ 950,287.26</u>
<u>2019 Liability for Regional District School Tax</u>		
Tax Payable, December 31, 2019	\$ 123,864.29	
Tax Paid	<u>2,368,596.50</u>	
		\$ 2,492,460.79
Less:		
Tax Payable, December 31, 2018		<u>232,636.79</u>
Amount Charged to 2019 Operations		<u>\$ 2,259,824.00</u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF RESERVE FOR TAX APPEALS PENDING
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ 34,865.71
Increased By:	
Current Appropriations	<u>10,000.00</u>
Balance, December 31, 2019	<u><u>\$ 44,865.71</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF RESERVE FOR THIRD PARTY LIENS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ -
Increased By:	
Cash Receipts	<u>28,227.50</u>
	28,227.50
Decreased By:	
Cash Disbursements	<u>23,104.68</u>
Balance, December 31, 2019	<u><u>\$ 5,122.82</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF MUNICIPAL SPECIAL CHARGES LIEN RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ -
Increased By:	
Charges Assessed	<u>5,250.00</u>
Balance, December 31, 2019	<u><u>\$ 5,250.00</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF RESERVE FOR PREMIUM ON TAX SALE
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018		\$	66,400.00
Increased By:			
Cash Receipts			<u>25,500.00</u>
			91,900.00
Decreased By:			
Cash Disbursements	\$	49,100.00	
Cancelled		<u>11,000.00</u>	
			<u>60,100.00</u>
Balance, December 31, 2019		\$	<u><u>31,800.00</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
CURRENT FUND
SCHEDULE OF RESERVE FOR TAX OVERPAYMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ 6,995.72
Increased By:	
Overpayments Created	<u>2,597.32</u>
	9,593.04
Decreased By:	
Cash Disbursements	<u>6,995.72</u>
Balance, December 31, 2019	<u><u>\$ 2,597.32</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GRANT FUND
SCHEDULE OF GRANTS RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Balance December 31, <u>2018</u>	2019 Budget Revenue <u>Realized</u>	<u>Received</u>	Transferred From Unappropriated <u>Reserves</u>	Balance December 31, <u>2019</u>
Federal:					
Click it or Ticket Grant	\$ -	\$ 5,500.00	\$ 5,500.00	\$ -	\$ -
Distracted Driving Crackdown	-	5,500.00	5,500.00	-	-
Sub-Total Federal	-	11,000.00	11,000.00	-	-
State:					
Clean Communities Grant	-	4,000.00	-	4,000.00	-
Recycling Tonnage Grant	-	2,934.36	2,934.36	-	-
Body Armor Grant	585.00	1,136.99	1,136.99	-	585.00
Alcohol Education Rehabilitation Program	-	1,684.35	-	1,684.35	-
Sub-Total State	585.00	9,755.70	4,071.35	5,684.35	585.00
Total	\$ 585.00	\$ 20,755.70	\$ 15,071.35	\$ 5,684.35	\$ 585.00

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GRANT FUND
SCHEDULE OF RESERVE FOR GRANTS - UNAPPROPRIATED
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Balance December 31, <u>2018</u>	Cash <u>Received</u>	Decreased By Budget <u>Appropriation</u>	Balance December 31, <u>2019</u>
State:				
Alcohol Education Rehabilitation Program	\$ 1,684.35	\$ 1,848.62	\$ 1,684.35	\$ 1,848.62
Clean Communities Grant	4,000.00	4,000.00	4,000.00	4,000.00
Recycling Tonnage Grant	-	2,719.68	-	2,719.68
	<hr/>			
Sub-Total State	5,684.35	8,568.30	5,684.35	8,568.30
	<hr/>			
Total	\$ 5,684.35	\$ 8,568.30	\$ 5,684.35	\$ 8,568.30
	<hr/> <hr/>			

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GRANT FUND
SCHEDULE OF RESERVE FOR GRANTS - APPROPRIATED
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Balance December 31, <u>2018</u>	Transferred from 2019 Budget <u>Appropriations</u>	Paid or <u>Charged</u>	Balance December 31, <u>2019</u>
Federal:				
Click it or Ticket Grant	\$ -	\$ 5,500.00	\$ 5,500.00	\$ -
Distracted Driving Crackdown Grant	-	5,500.00	5,500.00	-
Sub-Total Federal	-	11,000.00	11,000.00	-
State:				
Clean Communities Program	13,753.06	4,000.00	3,766.27	13,986.79
Recycling Tonnage Grant	38,164.70	2,934.36	4,352.00	36,747.06
Alcohol Rehabilitation Program	9,954.72	1,684.35	-	11,639.07
Drunk Driving Enforcement Fund	5,690.25	-	478.00	5,212.25
Body Armor Fund	9,762.26	1,136.99	-	10,899.25
Sub-Total State	77,324.99	9,755.70	8,596.27	78,484.42
Local:				
Cable Technology Grant	5,700.01	-	-	5,700.01
Sub-Total Local	5,700.01	-	-	5,700.01
Total	\$ 83,025.00	\$ 20,755.70	\$ 19,596.27	\$ 84,184.43

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TRUST FUND

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**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
TRUST FUNDS
SCHEDULE OF CASH - TREASURER
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Animal Control <u>Trust Fund</u>	Other <u>Trust Funds</u>
Balance, December 31, 2018	\$ 4,953.80	\$ 210,573.00
Increased By Receipts:		
Due To:		
State of New Jersey	171.00	-
Current Fund	98.26	129.39
License Fees	2,038.60	-
Various Reserves	-	72,090.61
	<u>2,307.86</u>	<u>72,220.00</u>
Total Receipts	<u>2,307.86</u>	<u>72,220.00</u>
Subtotal	<u>7,261.66</u>	<u>282,793.00</u>
Decreased By Disbursements:		
Due To:		
Current Fund	2,710.26	125.33
Various Reserves	-	60,865.04
	<u>2,710.26</u>	<u>60,990.37</u>
Total Disbursements	<u>2,710.26</u>	<u>60,990.37</u>
Balance, December 31, 2019	<u><u>\$ 4,551.40</u></u>	<u><u>\$ 221,802.63</u></u>

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
ANIMAL CONTROL TRUST FUND
SCHEDULE OF DUE TO/(FROM) CURRENT FUND
FOR THE YEAR ENDED DECEMBER 31, 2019

Balance, December 31, 2018		\$	(338.00)
Increased By:			
Interest	\$	98.26	
Payment To State of New Jersey		174.00	
Dog Fund Expenditures		<u>2,776.00</u>	
			<u>3,048.26</u>
			2,710.26
Decreased By:			
Cash Disbursements			<u>2,710.26</u>
Balance, December 31, 2019		\$	<u><u>-</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
ANIMAL CONTROL TRUST FUND
SCHEDULE OF DUE TO STATE OF NEW JERSEY
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ 4.20
Increased By:	
State Share of Dog License Fee	<u>171.00</u>
	175.20
Decreased By:	
Paid By Current Fund	<u>174.00</u>
Balance, December 31, 2019	<u><u>\$ 1.20</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
ANIMAL CONTROL TRUST FUND
SCHEDULE OF ENCUMBRANCES PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ -
Increased By:	
Current Year Encumbrances	<u>2,950.00</u>
	2,950.00
Decreased By:	
Paid by Current	<u>2,950.00</u>
Balance, December 31, 2019	<u><u>\$ -</u></u>

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
ANIMAL CONTROL TRUST FUND
SCHEDULE OF RESERVE FOR ANIMAL CONTROL FUND
EXPENDITURES / DANGEROUS ANIMAL
FOR THE YEAR ENDED DECEMBER 31, 2019

Balance, December 31, 2018	\$ 5,287.60
Increased By:	
Dog License Fees Collected	<u>2,038.60</u>
	7,326.20
Decreased By:	
Expenditures	<u>2,776.00</u>
Balance, December 31, 2019	<u><u>\$ 4,550.20</u></u>

License Fees Collected

2018	\$ 2,584.60
2017	<u>3,002.00</u>
	<u><u>\$ 5,586.60</u></u>

Analysis of Balance

Reserve For Expenditures	\$ 4,200.20
Reserve For Dangerous Animal	<u>350.00</u>
	<u><u>\$ 4,550.20</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
TRUST - OTHER FUND
SCHEDULE OF DUE TO CURRENT FUND
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ 7.32
Increased By:	
Interest Earned	<u>129.39</u>
	136.71
Decreased By:	
Cash Disbursements	<u>125.33</u>
Balance, December 31, 2019	<u><u>\$ 11.38</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
TRUST - OTHER FUND
SCHEDULE OF VARIOUS RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Balance December 31, <u>2018</u>	Transfer from Encumbrances <u>Payable</u>	Increased	Decreased	Transfer to Encumbrances <u>Payable</u>	Balance December 31, <u>2019</u>
Reserve for:						
Builder's Contributions	\$ 49,442.50	\$ -	\$ -	\$ -	\$ -	\$ 49,442.50
Municipal Court Parking - POAA	142.00	-	12.00	-	-	154.00
Off-Duty Employment - Police	28,277.73	-	52,945.00	47,562.61	-	33,660.12
Public Defender	2,608.63	-	4,080.00	2,622.16	-	4,066.47
Snow Removal	35,799.74	680.20	7,500.00	4,006.87	1,315.64	38,657.43
COAH	149.90	-	6.05	-	-	155.95
Law Enforcement Trust Fund	4,388.59	-	41.44	1,816.01	-	2,614.02
Police Safety Equipment	5,530.36	-	54.97	-	-	5,585.33
Special Events	1,435.95	-	1,208.00	375.00	-	2,268.95
Performance Bonds	18,798.20	-	141.49	48.77	-	18,890.92
Planning Board Escrow	9,833.13	622.50	5,380.62	4,433.62	225.50	11,177.13
Escrow Fees	1,007.88	125.00	8.50	-	125.00	1,016.38
Unemployment	51,368.55	-	712.54	-	-	52,081.09
Community Development Block Grant	354.82	-	-	-	-	354.82
	<u>\$ 209,137.98</u>	<u>\$ 1,427.70</u>	<u>\$ 72,090.61</u>	<u>\$ 60,865.04</u>	<u>\$ 1,666.14</u>	<u>\$ 220,125.11</u>

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GENERAL CAPITAL FUND

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**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF CASH - TREASURER
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018		\$ 298,088.05
Increased By:		
Deferred Charges Unfunded	\$ 10,000.00	
Grants Receivable	25,881.70	
Bond Anticipation Notes	440,000.00	
Capital Improvement Fund	<u>15,000.00</u>	
		<u>490,881.70</u>
		788,969.75
Decreased By:		
Improvement Authorizations	11,959.50	
Fund Balance - Anticipated in Current Fund	<u>25,000.00</u>	
		<u>36,959.50</u>
Balance, December 31, 2019		<u><u>\$ 752,010.25</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF ANALYSIS OF GENERAL CAPITAL CASH
FOR THE YEAR ENDED DECEMBER 31, 2019**

		Balance December 31, <u>2019</u>
Capital Improvement Fund		\$ 72,302.81
Encumbrances Payable		3,850.00
Fund Balance		160,096.74
Reserve for Debt Service		22,500.00
 <u>Ordinance</u>		
<u>Number</u>	<u>Improvement Description</u>	
2011-08	Property Acquisition/Various Improvements	141,041.56
2012-05	Road Reconstruction/Various Equipment	61,158.65
2012-13	Demolition of Hazardous Structure	75,607.56
2014-03	Property Acquisition/Various Improvements	87,937.50
2015-14	Tax Appeal	1,438.10
2016-04	Various Capital Improvements	10,589.00
2017-03	Various Capital Improvements	782.09
2017-04	DPW Dump Truck	6,992.00
2018-03	Road Improvements to Hospitality Way	(1,885.76)
2019-02	General Improvements for the Police Dept	109,600.00
		<u><u>\$ 752,010.25</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF GRANTS RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018		\$	90,230.33
Decreased By:			
Cancellation of Grants Receivable	\$	64,348.63	
Grant Receipts		<u>25,881.70</u>	
			<u>90,230.33</u>
Balance, December 31, 2019		<u>\$</u>	<u>-</u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - FUNDED
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ 1,445,000.00
Decreased By:	
Serial Bonds Paid by Current Fund	<u>85,000.00</u>
Balance, December 31, 2019	<u><u>\$ 1,360,000.00</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED
FOR THE YEAR ENDED DECEMBER 31, 2019**

Ordinance Number	Ordinance Date	Improvement Description	Balance		Increases	Decreases	Balance December 31, 2019	Analysis of Balance		
			December 31, 2018	December 31, 2019				Bond Anticipation Notes	Unexpended Improvement Authorizations	Expenditures
2014-02	05/23/14	ADA Intersection Improvements-CDBG	\$ 14,400.00	\$ -	\$ -	-	14,400.00	\$ 14,400.00	\$ -	\$ -
2014-04	08/27/14	Road Reconstruction/Various Improvements	143,313.85	-	-	-	143,313.85	143,313.85	-	-
2015-09	05/27/15	Acquisition of Leaf Machine	37,611.00	-	-	-	37,611.00	37,611.00	-	-
2016-04	05/25/16	Road Reconstruction	96,602.24	-	-	10,000.00	86,602.24	42,613.91	43,988.33	-
2017-03	06/28/17	Various Capital Improvements	18,500.00	-	-	-	18,500.00	18,500.00	-	-
2017-04	09/27/17	DPW Dump Truck	25,000.00	-	-	-	25,000.00	25,000.00	-	-
2018-03	06/25/18	Road Improvements to Hospitality Way	86,250.00	-	-	-	86,250.00	54,061.24	30,303.00	1,885.76
2019-02	08/14/19	General Improvements for the Police Dept	-	-	104,500.00	-	104,500.00	104,500.00	-	-
			\$ 421,677.09	\$ 104,500.00	\$ 10,000.00	\$ 516,177.09	\$ 440,000.00	\$ 74,291.33	\$ 1,885.76	
Unfunded Ordinance paid down by Budget Appropriation							\$ 10,000.00			
							\$ 10,000.00			
Improvement Authorizations - Unfunded								\$	197,154.42	
Less: Unexpended Proceeds of Bond Anticipation Notes - Issued								\$		
Ordinance 2016-04								10,589.00		
Ordinance 2017-03								782.09		
Ordinance 2017-04								6,992.00		
Ordinance 2019-02								104,500.00		
									122,863.09	
								\$	74,291.33	

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF SERIAL BONDS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Purpose	Date of Issue	Original Issue	Outstanding December 31, 2019		Interest Rate	Balance December 31, 2018	Decreased	Balance December 31, 2019
			Date	Amount				
Monmouth County Improvement Authority Bonds	12/24/13	\$ 1,355,000.00	12/01/20	55,000.00	5.000%	\$ 1,105,000.00	\$ 50,000.00	\$ 1,055,000.00
			12/01/21	55,000.00	5.000%			
			12/01/22	60,000.00	5.000%			
			12/01/23	65,000.00	5.000%			
			12/01/24	65,000.00	5.000%			
			12/01/25	70,000.00	5.000%			
			12/01/26	70,000.00	5.000%			
			12/01/27	75,000.00	5.000%			
			12/01/28	80,000.00	5.000%			
			12/01/29	85,000.00	5.000%			
			12/01/30	90,000.00	5.000%			
			12/01/31	95,000.00	4.000%			
			12/01/32	95,000.00	4.000%			
			12/01/33	95,000.00	4.125%			
Refunding Bonds	12/24/13	465,000.00	12/01/20	35,000.00	5.000%	340,000.00	35,000.00	305,000.00
			12/01/21	40,000.00	5.000%			
			12/01/22	30,000.00	5.000%			
			12/01/23	40,000.00	5.000%			
			12/01/24	35,000.00	5.000%			
			12/01/25	40,000.00	5.000%			
			12/01/26	45,000.00	5.000%			
			12/01/27	40,000.00	5.000%			
						\$ 1,445,000.00	\$ 85,000.00	\$ 1,360,000.00

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF BOND ANTICIPATION NOTES PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2019**

<u>Date of Ordinance</u>	<u>Improvement Description</u>	<u>Original Issue Date</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rate</u>	<u>Balance December 31, 2018</u>	<u>Increased</u>	<u>Balance December 31, 2019</u>
05/23/14	ADA Intersection Improvements - CDBG	10/30/19	10/30/19	10/30/20	1.95%	\$ -	\$ 14,400.00	\$ 14,400.00
08/27/14	Road Reconstruction/Various Improvements	10/30/19	10/30/19	10/30/20	1.95%	-	143,313.85	143,313.85
05/27/15	Acquisition of Leaf Machine	10/30/19	10/30/19	10/30/20	1.95%	-	37,611.00	37,611.00
05/25/16	Various Capital Improvements	10/30/19	10/30/19	10/30/20	1.95%	-	42,613.91	42,613.91
06/28/17	Various Capital Improvements	10/30/19	10/30/19	10/30/20	1.95%	-	18,500.00	18,500.00
09/27/17	DPW Dump Truck	10/30/19	10/30/19	10/30/20	1.95%	-	25,000.00	25,000.00
06/25/18	Road Improvements to Hospitality Way	10/30/19	10/30/19	10/30/20	1.95%	-	54,061.24	54,061.24
08/14/19	General Improvements for the Police Dept	10/30/19	10/30/19	10/30/20	1.95%	-	104,500.00	104,500.00
						\$ -	\$ 440,000.00	\$ 440,000.00

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS
FOR THE YEAR ENDED DECEMBER 31, 2019

Ordinance Number	Ordinance Date	Improvement Description	Ordinance Amount	Balance December 31, 2018		2019 Authorizations	Transfer from Encumbrance		Expended		Balance December 31, 2019	
				Funded	Unfunded		Payable		Expended	Encumbered	Funded	Unfunded
2011-08	09/15/11	Property Acquisition/Various Improvements	\$ 542,100.00	\$ 141,041.56	\$ -	-	\$ -	-	\$ -	-	\$ 141,041.56	\$ -
2012-05	07/13/12	Road Reconstruction/Various Equipment	595,600.00	61,158.65	-	-	-	-	-	-	61,158.65	-
2012-13	12/17/12	Demolition of Hazardous Structure	125,000.00	86,209.06	-	-	-	-	6,751.50	3,850.00	75,607.56	-
2014-03	07/23/14	Property Acquisition/Various Improvements	95,000.00	87,937.50	-	-	-	-	-	-	87,937.50	-
2015-14	08/26/15	Tax Appeal	162,000.00	1,438.10	-	-	-	-	-	-	1,438.10	-
2016-04	05/25/16	Various Capital Improvements	245,000.00	-	77,263.61	-	-	-	-	-	-	54,577.33
2017-03	06/28/17	Various Capital Improvements	30,000.00	-	1,747.09	-	2,350.00	-	3,315.00	-	-	782.09
2017-04	09/27/17	DPW Dump Truck	65,000.00	-	6,992.00	-	-	-	-	-	-	6,992.00
2018-03	06/25/18	Road Improvements to Hospitality Way	275,000.00	-	71,965.35	-	1,493.00	-	1,493.00	-	-	30,303.00
2019-02	08/14/19	General Improvements for the Police Dept	110,000.00	-	-	110,000.00	-	-	400.00	-	5,100.00	104,500.00
				\$ 377,784.87	\$ 157,968.05	\$ 110,000.00	\$ 3,843.00	\$ 11,959.50	\$ 3,850.00	\$ 64,348.63	\$ 372,283.37	\$ 197,154.42

Capital Improvement Fund	\$ 5,500.00
Deferred Charges Unfunded	104,500.00

\$ 110,000.00

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF RESERVE FOR DEBT SERVICE
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2019 & 2018

\$ 22,500.00

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ 62,802.81
Increased By:	
Current Fund Appropriation	<u>15,000.00</u>
	77,802.81
Decreased By:	
Improvement Authorizations	<u>5,500.00</u>
Balance, December 31, 2019	<u><u>\$ 72,302.81</u></u>

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WATER UTILITY FUND

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**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY FUND
SCHEDULE OF CASH - TREASURER
FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Operating</u>	<u>Capital</u>
Balance, December 31, 2018	\$ 444,560.14	\$ 345,815.29
Increased By Receipts:		
Miscellaneous Revenue Not Anticipated	\$ 20,041.34	\$ -
Consumer Accounts Receivable	466,607.31	-
Rent Overpayments	1,894.13	-
Capital Improvement Fund	<u>-</u>	<u>10,000.00</u>
	488,542.78	10,000.00
	933,102.92	355,815.29
Decreased By Disbursements:		
2019 Budget Appropriations	404,455.32	-
2018 Appropriation Reserves	26,798.60	-
Improvement Authorizations	<u>-</u>	<u>12,489.00</u>
	431,253.92	12,489.00
Balance, December 31, 2019	<u><u>\$ 501,849.00</u></u>	<u><u>\$ 343,326.29</u></u>

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY CAPITAL FUND
SCHEDULE OF ANALYSIS OF WATER UTILITY CAPITAL CASH
FOR THE YEAR ENDED DECEMBER 31, 2019

		Balance December 31, <u>2019</u>
Capital Improvement Fund		\$ 332,481.00
Fund Balance		631.17
Ordinance		
<u>Date</u>	<u>Improvement Description</u>	
09/15/11	Water Plant Roof	\$ 22,703.12
11/19/18	Water Capital Asset Management Plan	<u>(12,489.00)</u>
		<u><u>\$ 343,326.29</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY OPERATING FUND
SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018		\$	18,388.43
Increased By:			
Water Rents Levied			<u>462,620.17</u>
			481,008.60
Decreased By:			
Collections	\$	466,607.31	
Overpayments Applied		<u>1,073.01</u>	
			<u>467,680.32</u>
Balance, December 31, 2019		\$	<u><u>13,328.28</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL
FOR THE YEAR ENDED DECEMBER 31, 2019**

<u>Description</u>	Balance December 31, <u>2018</u>	<u>Increased</u>	Balance December 31, <u>2019</u>
Water Supply and Distribution System	\$ 440,206.49	\$ -	\$ 440,206.49
Extension of Water Lines, South Main Street	2,846.70	-	2,846.70
Extension of Water Lines, Mount Vernon Avenue	16,298.05	-	16,298.05
Purchase of Water Meters	37,596.76	-	37,596.76
Installation of Pump	48,128.79	-	48,128.79
Installation of Backwash Settling Tank	9,399.00	-	9,399.00
Improvements To Water System	2,025,010.60	535.77	2,025,546.37
Purchase of Utility Billing Software and Equipment	11,699.70	-	11,699.70
Purchase of Truck	57,965.00	-	57,965.00
Water Storage Tank Painting	498,362.76	-	498,362.76
Installation of Interconnection Meter Pit	61,465.88	-	61,465.88
	<u>\$ 3,208,979.73</u>	<u>\$ 535.77</u>	<u>\$ 3,209,515.50</u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY FUND
SCHEDULE OF 2018 APPROPRIATION RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Balance December 31, <u>2018</u>	Balance After <u>Modifications</u>	Paid or <u>Charged</u>	<u>Lapsed</u>
Operating:				
Salaries and Wages	\$ 5,612.88	\$ 5,612.88	\$ 516.43	\$ 5,096.45
Other Expenses	64,785.08	78,706.57	26,242.67	52,463.90
Total Operating	70,397.96	84,319.45	26,759.10	57,560.35
Capital Improvements:				
Capital Outlay	14,556.10	14,556.10	-	14,556.10
Total Capital Improvements	14,556.10	14,556.10	-	14,556.10
Statutory Expenditures:				
Contributions To:				
Public Employees' Retirement System	23.00	23.00	-	23.00
Unemployment Compensation Insurance	2,359.68	2,359.68	39.50	2,320.18
Total Statutory Expenditures	2,382.68	2,382.68	39.50	2,343.18
Total Water Utility Fund Appropriations	<u>\$ 87,336.74</u>	<u>\$ 101,258.23</u>	<u>\$ 26,798.60</u>	<u>\$ 74,459.63</u>
Appropriation Reserves		\$ 87,336.74		
Encumbrances Payable		<u>13,921.49</u>		
		<u>\$ 101,258.23</u>		

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY OPERATING FUND
SCHEDULE OF ACCRUED INTEREST ON BONDS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018				\$	1,595.83
Increased By:					
Current Appropriations					<u>54,150.00</u>
					55,745.83
Decreased By:					
Cash Disbursed				\$	54,150.00
Accrued Interest Cancelled					<u>116.66</u>
					<u>54,266.66</u>
Balance, December 31, 2019				\$	<u><u>1,479.17</u></u>

Analysis of Accrued Interest

<u>Principal Outstanding</u> <u>December 31, 2019</u>	<u>Interest</u> <u>Rate</u>	<u>From</u>	<u>To</u>	<u>Months</u>	<u>Amount</u>
Serial Bonds (Capital):					
\$ 355,000.00	Various	12/1/2019	12/31/2019	1	<u>\$ 1,479.17</u>
					<u><u>\$ 1,479.17</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY OPERATING FUND
SCHEDULE OF WATER RENT OVERPAYMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ 1,073.01
Increased By:	
Overpayments	<u>1,894.13</u>
	2,967.14
Decreased By:	
Overpayments Applied	<u>1,073.01</u>
Balance, December 31, 2019	<u><u>\$ 1,894.13</u></u>

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY CAPITAL FUND
SCHEDULE OF SERIAL BONDS
FOR THE YEAR ENDED DECEMBER 31, 2019

<u>Purpose</u>	<u>Date of Issue</u>	<u>Original Issue</u>	<u>Outstanding</u> <u>December 31, 2019</u>		<u>Interest Rate</u>	<u>Balance</u> <u>December 31,</u> <u>2018</u>	<u>Decreased</u>	<u>Balance</u> <u>December 31,</u> <u>2019</u>
			<u>Date</u>	<u>Amount</u>				
Refunding Bonds	12/24/13	\$ 515,000.00	12/01/20	35,000.00	5.000%	\$ 390,000.00	\$ 35,000.00	\$ 355,000.00
			12/01/21	35,000.00	5.000%			
			12/01/22	40,000.00	5.000%			
			12/01/23	40,000.00	5.000%			
			12/01/24	50,000.00	5.000%			
			12/01/25	50,000.00	5.000%			
			12/01/26	50,000.00	5.000%			
			12/01/27	55,000.00	5.000%			
						<u>\$ 390,000.00</u>	<u>\$ 35,000.00</u>	<u>\$ 355,000.00</u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ 322,481.00
Increased By:	
Cash Receipts	<u>10,000.00</u>
Balance, December 31, 2019	<u><u>\$ 332,481.00</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY CAPITAL FUND
SCHEDULE OF RESERVE FOR AMORTIZATION
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018			\$ 2,818,979.73
Increased By:			
Capital Outlay - Current Budget Appropriation	\$	535.77	
Serial Bonds Reduced		<u>35,000.00</u>	
			<u>35,535.77</u>
Balance, December 31, 2019			<u><u>\$ 2,854,515.50</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS
FOR THE YEAR ENDED DECEMBER 31, 2019**

<u>Improvement Description</u>	<u>Ordinance Number</u>	<u>Date</u>	<u>Amount</u>	<u>Balance</u> <u>December 31, 2018</u>		<u>Transfer From</u> <u>Encumbrances</u>	<u>Paid or Charged</u>	<u>Balance</u> <u>December 31, 2019</u>	
				<u>Funded</u>	<u>Unfunded</u>			<u>Funded</u>	<u>Unfunded</u>
Water Plant Roof	2011-08	09/15/11	\$ 26,000.00	\$ 22,703.12	\$ -	\$ -	\$ -	\$ 22,703.12	\$ -
Water Capital Asset Management Plan	2018-06	11/19/18	\$ 100,000.00	-	88,750.00	11,250.00	12,489.00	-	87,511.00
				<u>\$ 22,703.12</u>	<u>\$ 88,750.00</u>	<u>\$ 11,250.00</u>	<u>\$ 12,489.00</u>	<u>\$ 22,703.12</u>	<u>\$ 87,511.00</u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL AUTHORIZED AND UNCOMPLETED
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2019 & 2018

\$ 122,703.12

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY CAPITAL FUND
SCHEDULE OF DEFERRED RESERVE FOR AMORTIZATION
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2019 & 2018

\$ 22,703.12

BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
WATER UTILITY CAPITAL FUND
SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED
FOR THE YEAR ENDED DECEMBER 31, 2019

<u>Ordinance Number</u>	<u>Ordinance Date</u>	<u>Improvement Description</u>	Balance December 31, <u>2019 & 2018</u>
2018-06	11/19/18	Water Capital Asset Management Plan	\$ 100,000.00
			<u>\$ 100,000.00</u>

SEWER UTILITY FUND

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**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
SEWER UTILITY FUND
SCHEDULE OF CASH - TREASURER
FOR THE YEAR ENDED DECEMBER 31, 2019**

	<u>Operating Fund</u>	<u>Capital Fund</u>
Balance, December 31, 2018	\$ 639,317.91	\$ 206,035.68
Increased By Receipts:		
Miscellaneous Revenue Not Anticipated	\$ 22,141.65	\$ -
Sewer Rents Receivable	535,872.09	-
Overpayments	1,584.19	-
Capital Improvement Fund	-	10,000.00
	<u>559,597.93</u>	<u>10,000.00</u>
	1,198,915.84	216,035.68
Decreased By Disbursements:		
Budget Appropriations	465,459.16	-
Appropriation Reserves	<u>317.12</u>	<u>-</u>
	<u>465,776.28</u>	<u>-</u>
Balance, December 31, 2019	<u><u>\$ 733,139.56</u></u>	<u><u>\$ 216,035.68</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
SEWER UTILITY CAPITAL FUND
SCHEDULE OF ANALYSIS OF SEWER UTILITY CAPITAL FUND CASH
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Balance December 31, <u>2019</u>
Capital Improvement Fund	\$ 216,000.00
Fund Balance	<u>35.68</u>
	<u><u>\$ 216,035.68</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
SEWER UTILITY OPERATING FUND
SCHEDULE OF SEWER RENTS RECEIVABLE
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018		\$	12,433.25
Increased By:			
Sewer Rents Levied			<u>534,578.77</u>
			547,012.02
Decreased By:			
Cash Collections	\$	535,872.09	
Overpayments Applied		<u>1,321.44</u>	
			<u>537,193.53</u>
Balance, December 31, 2019		\$	<u><u>9,818.49</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
SEWER UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2019 & 2018

\$ 975,636.40

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
SEWER UTILITY FUND
SCHEDULE OF 2018 APPROPRIATION RESERVES
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Balance December 31, <u>2018</u>	Balance After <u>Modifications</u>	Paid or <u>Charged</u>	<u>Lapsed</u>
Operating:				
Salaries and Wages	\$ 5,457.55	\$ 5,457.55	\$ 187.86	\$ 5,269.69
Other Expenses	41,814.57	41,814.57	114.88	41,699.69
Total Operating	47,272.12	47,272.12	302.74	46,969.38
Capital Improvements:				
Capital Outlay	10,000.00	10,000.00	-	10,000.00
Total Capital Improvements	10,000.00	10,000.00	-	10,000.00
Statutory Expenditures:				
Contributions To:				
Social Security System (O.A.S.I.)	651.02	651.02	14.38	636.64
Total Statutory Expenditures	651.02	651.02	14.38	636.64
Total Sewer Utility Appropriations	\$ 57,923.14	\$ 57,923.14	\$ 317.12	\$ 57,606.02
Appropriation Reserves		\$ 57,923.14		
Encumbrances Payable		-		
Appropriation Reserves		\$ 57,923.14		

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
SEWER UTILITY OPERATING FUND
SCHEDULE OF SEWER RENT OVERPAYMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ 1,321.44
Increased By:	
Rent Overpayments	<u>1,584.19</u>
	2,905.63
Decreased By:	
Overpayment Applied	<u>1,321.44</u>
Balance, December 31, 2019	<u><u>\$ 1,584.19</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
SEWER UTILITY CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ 206,000.00
Increased By:	
Cash Receipts	<u>10,000.00</u>
Balance, December 31, 2019	<u><u>\$ 216,000.00</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
SEWER UTILITY CAPITAL FUND
SCHEDULE OF RESERVE FOR AMORTIZATION
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2019 & 2018

\$ 975,636.40

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
SEWER UTILITY OPERATING
SCHEDULE OF PROPERTY ACQUIRED FOR TAXES
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2019 & 2018

\$ 119.95

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PAYROLL FUND

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BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
PAYROLL FUND
SCHEDULE OF CASH - TREASURER
FOR THE YEAR ENDED DECEMBER 31, 2019

Balance, December 31, 2018		\$	28,071.69
Increased By Receipts:			
Interfund - Current Fund	\$	36,236.12	
Payroll Taxes Payable		<u>644,221.78</u>	
			<u>680,457.90</u>
			708,529.59
Decreased By Disbursements:			
Interfund - Current Fund		36,236.12	
Payroll Taxes Payable		<u>630,165.71</u>	
			<u>666,401.83</u>
Balance, December 31, 2019		\$	<u><u>42,127.76</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
PAYROLL FUND
SCHEDULE OF DUE TO CURRENT FUND
FOR THE YEAR ENDED DECEMBER 31, 2019**

Balance, December 31, 2018	\$ 11,983.60
Increased By:	
Cash Receipts	<u>36,236.12</u>
	48,219.72
Decreased By:	
Cash Disbursements	<u>36,236.12</u>
Balance, December 31, 2019	<u><u>\$ 11,983.60</u></u>

**BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
PAYROLL FUND
SCHEDULE OF PAYROLL DEDUCTIONS PAYABLE
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Balance December 31, <u>2018</u>	<u>Receipts</u>	<u>Disbursements</u>	Balance December 31, <u>2019</u>
Federal Withholding Taxes	\$ -	\$ 129,463.69	\$ 129,463.69	\$ -
State Income Tax	-	41,080.66	41,080.66	-
Social Security Taxes	-	107,695.16	107,695.16	-
State Pension Systems				
PERS	41.34	75,366.97	73,087.05	2,321.26
PFRS	99.18	218,433.36	212,630.67	5,901.87
DCRP	-	11,802.74	11,802.74	-
PBA Dues	-	6,370.00	6,370.00	-
AFLAC	104.64	1,255.68	1,255.68	104.64
Unemployment	4,415.62	5,794.65	3,509.09	6,701.18
Health Insurance	15,281.77	34,822.50	34,989.06	15,115.21
Flexible Spending Account	(4,056.00)	4,056.00	-	-
Disability Insurance	201.54	5,979.24	6,180.78	-
Family Leave Insurance	-	661.13	661.13	-
Deferred Compensation	-	1,440.00	1,440.00	-
	<hr/>	<hr/>	<hr/>	<hr/>
	\$ 16,088.09	\$ 644,221.78	\$ 630,165.71	\$ 30,144.16

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GENERAL FIXED ASSETS ACCOUNT GROUP

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BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, NEW JERSEY
GENERAL FIXED ASSETS ACCOUNT GROUP
SCHEDULE OF GENERAL FIXED ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2019

	Balance, December 31, <u>2018</u>	<u>Additions</u>	<u>Deletions</u>	Balance December 31, <u>2019</u>
Land	\$ 2,039,400.00	\$ -	\$ -	\$ 2,039,400.00
Buildings	510,300.00	-	-	510,300.00
Equipment	1,032,558.19	-	-	1,032,558.19
	<u>\$ 3,582,258.19</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,582,258.19</u>

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COMMENTS AND RECOMMENDATIONS

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BOROUGH OF ENGLISHTOWN

PART II

**SCHEDULE OF FINANCIAL STATEMENT FINDINGS -
GOVERNMENT AUDITING STANDARDS**

FOR THE YEAR ENDED DECEMBER 31, 2019

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**BOROUGH OF ENGLISHTOWN
SCHEDULE OF FINANCIAL STATEMENT FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Section II – Financial Statement Findings

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

None.

**BOROUGH OF ENGLISHTOWN
SCHEDULE OF FINANCIAL STATEMENT FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Section III – Federal Awards & State Financial Assistance Findings & Questioned Costs

This section identifies the significant deficiencies, material weaknesses and instances of noncompliance, including questioned costs, related to the audit of major federal and state programs, as required by Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and New Jersey OMB's Circular 15-08.

FEDERAL AWARDS

N/A – Federal single audit not required

STATE FINANCIAL ASSISTANCE

N/A – State single audit not required

**BOROUGH OF ENGLISHTOWN
SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS
AND QUESTIONED COSTS AS PREPARED BY MANAGEMENT
FOR THE YEAR ENDED DECEMBER 31, 2019**

This section identifies the status of prior year findings related to the financial statements, federal awards and state financial assistance that are required to be reported in accordance with *Government Auditing Standards*, Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), and New Jersey OMB's Circular 15-08.

FINANCIAL STATEMENT FINDINGS

No Prior Year Findings.

FEDERAL AWARDS

N/A – No Federal Single Audit in prior year.

STATE FINANCIAL ASSISTANCE

N/A – No State Single Audit in prior year.

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BOROUGH OF ENGLISHTOWN

PART III

**LETTER OF COMMENTS AND RECOMMENDATIONS – REGULATORY BASIS
FOR THE YEAR ENDED DECEMBER 31, 2019**

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OFFICIALS IN OFFICE AND SURETY BONDS

The following officials were in office at December 31, 2019:

<u>Name</u>	<u>Title</u>
Thomas Reynolds	Mayor
Gregory Wojyn	Council President
Cindy Robilotti	Councilmember
Daniel Francisco	Councilmember
Dan Marter	Councilmember
Eric Mann	Councilmember
Maryanne Krawiec	Councilmember
Joseph Youssouf	Attorney
Laurie Finger	Chief Financial Officer
Janice Garcia	Tax Collector
Lisa Langolis	Court Administrator
Mark Fitzpatrick	Tax Assessor
James Newman	Magistrate
Celia Hecht	Water/Sewer Utilities Clerk
Peter Gorbaturk	Municipal Clerk
Deanna Owens	Deputy Court Administrator
Richard Thompson	Code Official

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Honorable Mayor and Members
of the Borough Council
Borough of Englishtown
Englishtown, New Jersey 07726

In accordance with requirements prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, the following are the *General Comments* and *Recommendations* for the year ended December 31, 2019.

GENERAL COMMENTS:

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

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

The bid threshold in accordance with N.J.S.A. 40A:11-4 was \$17,500 for the year ended December 31, 2019.

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

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

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

Collection of Interest on Delinquent Taxes and Assessments

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

The governing body on January 2, 2019 adopted the following resolution authorizing interest to be charged on delinquent taxes:

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

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

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

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

OTHER COMMENTS (FINDINGS):

None.

RECOMMENDATIONS:

None.

Appreciation

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

Respectfully submitted,

HOLMAN FRENIA ALLISON, P. C.

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

Red Bank, New Jersey
June 30, 2020