

**BOROUGH OF SURF CITY**  
**COUNTY OF OCEAN, NEW JERSEY**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**



**BOROUGH OF SURF CITY  
COUNTY OF OCEAN, NEW JERSEY  
TABLE OF CONTENTS  
YEAR ENDED DECEMBER 31, 2017**

	<u>Exhibit</u>	<u>Page</u>
<b>PART I</b>		
<u>Independent Auditor's Report</u>		1
<u>Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Statements Performed in Accordance with Government Auditing Standards</u>		5
<u>Basic Financial Statements</u>		
<u>Current Fund</u>		
Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis	A	9
Statements of Operations and Changes in Fund Balance - Regulatory Basis	A-1	11
Statement of Revenues - Regulatory Basis	A-2	12
Statement of Expenditures - Regulatory Basis	A-3	14
<u>Trust Fund</u>		
Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis	B	21
<u>General Capital Fund</u>		
Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis	C	23
Statements of Fund Balance - Regulatory Basis	C-1	24
<u>Water/Sewer Utility Fund</u>		
Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis	D	25
Statements of Operations and Changes in Fund Balance - Regulatory Basis	D-1	26
Statement of Fund Balance - Regulatory Basis	D-1a	27
Statement of Revenues - Regulatory Basis	D-2	28
Statement of Expenditures - Regulatory Basis	D-3	29
<u>General Fixed Assets Account Group</u>		
Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis	E	31
<u>Length of Service Awards Program Fund</u>		
Statements of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis	F	33
<u>Notes to Financial Statements</u>		37
<u>Supplementary Exhibits:</u>		
<u>Current Fund</u>		
Schedule of Cash - Collector/Treasurer	A-4	71
Schedule of Due From State of New Jersey - Senior Citizens' and Veterans' Deductions	A-5	72
Schedule of Taxes Receivable and Analysis of Property Tax Levy	A-6	73
Schedule of Tax Title Liens Receivable	A-7	74
Schedule of Revenue Accounts Receivable	A-8	75
Schedule of 2016 Appropriation Reserves	A-9	76
Schedule of Encumbrances Payable	A-10	79
Schedule of Accounts Payable	A-11	80
Schedule of Tax Overpayments	A-12	81
Schedule of Prepaid Taxes	A-13	82
Schedule of County Taxes Payable	A-14	83
Schedule of Local District School Taxes Payable	A-15	84
Schedule of Regional School Taxes Payable	A-16	85
Schedule of Various Reserves	A-17	86
Schedule of Federal and State Grants Receivable	A-18	87
Schedule of Reserve for Federal and State Grants – Appropriated	A-19	88
Schedule of Reserve for Federal and State Grants – Unappropriated	A-20	89

**BOROUGH OF SURF CITY  
COUNTY OF OCEAN, NEW JERSEY  
TABLE OF CONTENTS  
YEAR ENDED DECEMBER 31, 2017**

	<u>Exhibit</u>	<u>Page</u>
<b>PART I</b>		
<u>Trust Fund</u>		
Schedule of Cash Receipts and Disbursements	B-1	93
Schedule of Due From Current Fund	B-2	94
Schedule of Due To/(From) Water Sewer Operating Fund	B-3	95
Schedule of Due to Current Fund - Dog License Fund	B-4	96
Schedule of Reserve for Dog Fund Expenditures	B-5	97
Schedule of Trust - Other Reserves	B-6	98
<u>General Capital Fund</u>		
Schedule of Cash	C-2	101
Schedule of Analysis of Cash	C-3	102
Schedule of Due (From)/To Current Fund	C-4	103
Schedule of Deferred Charges To Future Taxation - Unfunded	C-5	104
Schedule of Improvement Authorizations	C-6	105
Schedule of Capital Improvement Fund	C-7	106
Schedule of Various Reserves	C-8	107
Schedule of Bonds and Notes Authorized but Not Issued	C-9	108
<u>Water-Sewer Utility Fund</u>		
Schedule of Cash - Treasurer	D-4	111
Schedule of Analysis of Water/Sewer Utility Capital Fund Cash	D-5	112
Schedule of Water/Sewer Rents	D-6	113
Schedule of Fixed Capital	D-7	114
Schedule of Fixed Capital Authorized and Incomplete	D-8	115
Schedule of 2016 Appropriation Reserves	D-9	116
Schedule of Encumbrances Payable	D-10	117
Schedule of Prepaid Rents	D-11	118
Schedule of Accounts Payable	D-12	119
Schedule of Due From/(To) Water-Sewer Utility Capital Fund	D-13	120
Schedule of Bond Anticipation Notes	D-14	121
Schedule of Improvement Authorizations	D-15	122
Schedule of Capital Improvement Fund	D-16	123
Schedule of Reserve for Amortization	D-17	124
Schedule of Bonds and Notes Authorized but Not Issued	D-18	125
<u>General Fixed Assets Account Group</u>		
Schedule of Changes in General Fixed Assets	E-1	129
<u>Length of Service Awards Program Fund</u>		
Schedule of Investments in LOSAP - Unaudited	F-1	133
Schedule of Reserve for LOSAP - Unaudited	F-2	134
<b>PART II</b>		
<u>Schedule of Financial Statement Findings - Government Auditing Standards</u>		
Schedule of Financial Statement Findings		137
Summary Schedule of Prior Year Audit Findings and Questioned Costs as Prepared by Management		138
<b>PART III</b>		
<u>Letter of Comments and Recommendations - Regulatory Basis:</u>		
Officials in Office and Surety Bonds		141
General Comments & Findings		143
Acknowledgment		145

**BOROUGH OF SURF CITY**

**PART I**

**INDEPENDENT AUDITOR'S REPORT  
AND FINANCIAL STATEMENTS**

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

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## **INDEPENDENT AUDITOR'S REPORT**

Honorable Mayor and Members  
of the Borough Council  
Borough of Surf City  
County of Ocean  
Surf City, New Jersey

### **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 Surf City as of December 31, 2017 and 2016, and the related statements of operations and changes in fund balance - regulatory basis for the years then ended, the related statements of revenues - regulatory basis, and statements of expenditures - regulatory basis for the year ended December 31, 2017 and the related notes to the financial statements, which collectively comprise the 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 Surf City on the basis of the financial reporting provisions of the Division of Local Government Services, Department of Community Affairs, State of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of the State of New Jersey.

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

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

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

### **Basis for Disclaimer of Opinion on LOSAP Trust Fund**

The Borough’s supporting documents related to the LOSAP Trust Fund have not been audited, and we were not required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey, to audit nor were we engaged to audit the LOSAP Trust Fund as part of our audit of the Borough’s basic financial statements as of December 31, 2017 and 2016.

### **Disclaimer of Opinion on LOSAP Trust Fund**

Due to the fact that we were unable to audit the LOSAP Trust Fund for the year ending December 31, 2017 and 2016, we do not express an opinion of the LOSAP Trust Fund financial statements.

### **Unmodified Opinions 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 Current, State and Federal Grant Fund, Trust, General Capital, Utility Operating Fund, and Utility Capital funds of the Borough, as of December 31, 2017 and 2016, and the results of its operations and changes in fund balance - regulatory basis of such funds for the years then ended, and the statements of revenues - regulatory basis, statements of expenditures - regulatory basis of the various funds, and general fixed assets group of accounts – regulatory basis, for the year ended December 31, 2017 in conformity with accounting principles and practices prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey as described in Note 1.



## **Other Matters**

### **Other Information**

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the 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.

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

In accordance with Government Auditing Standards, we have also issued our report dated June 29, 2018 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.**

Kevin P. Frenia  
Certified Public Accountant  
Registered Municipal Accountant  
RMA No. 435

Toms River, New Jersey  
June 29, 2018

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

Honorable Mayor and Members  
of the Borough Council  
Borough of Surf City  
County of Ocean  
Surf City, New Jersey

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 Surf City, as of and for the year ended December 31, 2017, 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 29, 2018. Our report indicated that the Borough's financial statements were not prepared in accordance with accounting principles generally accepted in the United States of America but rather prepared in accordance with the regulatory basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

**Internal Control Over Financial Reporting**

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

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

deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the 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 and audit requirements as prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the 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.**

Kevin P. Frenia  
Certified Public Accountant  
Registered Municipal Accountant  
RMA No. 435

Toms River, New Jersey  
June 29, 2018

## **BASIC FINANCIAL STATEMENTS**

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**BOROUGH OF SURF CITY  
CURRENT FUND  
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND  
FUND BALANCE - REGULATORY BASIS  
DECEMBER 31, 2017 AND 2016**

<u>Assets</u>	<u>Reference</u>	<u>2017</u>	<u>2016</u>
Cash - Treasurer	A-4	\$ 9,154,737.64	\$ 7,087,799.98
Cash - Change Funds	A	600.00	600.00
Investment - Bond Anticipation Notes	D	-	125,000.00
Due from State for Exemptions	A-5	457.25	832.25
		<hr/>	<hr/>
		9,155,794.89	7,214,232.23
		<hr/>	<hr/>
Receivables With Full Reserves:			
Taxes Receivable	A-6	154,897.77	155,902.39
Tax Title Liens Receivable	A-7	790.76	749.64
Property Acquired for Taxes - Assessed Value	A	4,725.00	4,725.00
Revenue Accounts Receivable	A-8	651.76	1,243.76
Due From Dog License Fund	B	186.04	302.29
Due from Capital Fund	C	596.36	-
Due from Water/Sewer Utility Fund	D	4,835.00	-
		<hr/>	<hr/>
		166,682.69	162,923.08
		<hr/>	<hr/>
		9,322,477.58	7,377,155.31
		<hr/>	<hr/>
Federal and State Grant Fund:			
Grant Receivable	A-18	251.12	-
Due From Current Fund	A	23,211.24	22,649.42
		<hr/>	<hr/>
		23,462.36	22,649.42
		<hr/>	<hr/>
Total Assets		<hr/> <hr/> \$ 9,345,939.94	<hr/> <hr/> \$ 7,399,804.73

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

**BOROUGH OF SURF CITY  
CURRENT FUND  
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND  
FUND BALANCE - REGULATORY BASIS  
DECEMBER 31, 2017 AND 2016**

<u>Liabilities, Reserves and Fund Balance</u>	<u>Reference</u>	<u>2017</u>	<u>2016</u>
Appropriation Reserves	A-3, A-9	\$ 1,100,020.50	\$ 1,180,917.88
Encumbrances Payable	A-10	102,492.23	80,133.64
Accounts Payable	A-11	4,250.90	4,250.90
Tax Overpayments	A-12	-	3,409.26
Prepaid Taxes	A-13	1,851,007.28	273,758.43
Local District School Tax Payable	A-15	218,522.73	187,894.73
Regional School Tax Payable	A-16	1,681,557.41	1,528,133.91
Due To:			
Federal & State Grant Fund	A	23,211.24	22,649.42
Trust Other Fund	B	30,874.59	48,277.38
Capital Fund	C	-	32,759.42
Utility Operating Fund	D	-	24,627.38
County for Added Tax	A-14	64,926.08	46,348.31
Reserve for Prepaid Beach Badges	A-17	16,000.00	10,500.00
Reserve for Hurricane Expense	A-17	76,973.20	76,973.20
Reserve for Library Aid	A-17	14.00	14.00
		<u>5,169,850.16</u>	<u>3,520,647.86</u>
Reserve for Receivables	A	166,682.69	162,923.08
Fund Balance	A-1	<u>3,985,944.73</u>	<u>3,693,584.37</u>
		<u>9,322,477.58</u>	<u>7,377,155.31</u>
Federal and State Grant Fund:			
Encumbrances Payable	A-19	910.00	960.50
Reserve for Grant Expenditures:			
Appropriated	A-19	8,599.56	7,954.99
Unappropriated	A-20	<u>13,952.80</u>	<u>13,733.93</u>
		<u>23,462.36</u>	<u>22,649.42</u>
Total Liabilities, Reserves and Fund Balance		<u>\$ 9,345,939.94</u>	<u>\$ 7,399,804.73</u>

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



**BOROUGH OF SURF CITY**  
**CURRENT FUND**  
**STATEMENTS OF OPERATIONS AND CHANGES IN FUND BALANCE -**  
**REGULATORY BASIS**  
**YEARS ENDED DECEMBER 31, 2017 AND 2016**

	<u>Reference</u>	<u>2017</u>	<u>2016</u>
Revenue and Other Income Realized:			
Fund Balance Utilized	A-2	\$ 1,569,000.00	\$ 1,332,500.00
Miscellaneous Revenue Anticipated	A-2	993,098.06	977,038.10
Receipts From Delinquent Taxes	A-2	156,484.91	182,973.31
Non-Budget Revenue	A-2	238,583.37	144,522.76
Receipts From Current Taxes	A-2, A-6	16,233,243.64	15,649,896.57
Other Credits To Income:			
Unexpended Balance of Appropriation			
Reserves	A-9	1,049,906.41	1,030,706.94
Collection on Prior Years Receivables	A-4	-	37,206.17
Prior Years Interfunds Returned	A-1	302.29	2,827.06
Total Revenues		<u>20,240,618.68</u>	<u>19,357,670.91</u>
Expenditures:			
Budget Appropriations Within "CAPS":			
Operations:			
Salaries and Wages	A-3	2,813,535.00	2,720,500.00
Other Expenses	A-3	2,496,518.00	2,473,275.00
Deferred Charges and Statutory			
Expenditures	A-3	512,740.00	482,400.00
Appropriations Excluded From "CAPS":			
Other Expenses	A-3	89,214.26	108,318.28
Capital Improvements	A-3	260,000.00	125,000.00
Deferred Charges	A-3	202,857.91	213,270.96
County Taxes	A-14	6,997,633.07	6,808,191.45
County Share of Added Taxes	A-14	64,926.08	46,348.31
Local District School Tax	A-15	780,842.00	719,586.00
Regional High School Tax	A-16	4,155,532.00	3,980,424.00
Prior Year Senior Citizens & Veterans Deduction	A-6	625.00	-
Interfunds Advances	A	4,835.00	60.21
Total Expenditures		<u>18,379,258.32</u>	<u>17,677,374.21</u>
Statutory Excess To Fund Balance		1,861,360.36	1,680,296.70
Fund Balance, January 1	A	<u>3,693,584.37</u>	<u>3,345,787.67</u>
		5,554,944.73	5,026,084.37
Decreased By:			
Utilized as Anticipated Revenue	A-2	<u>1,569,000.00</u>	<u>1,332,500.00</u>
Fund Balance, December 31	A	<u>\$ 3,985,944.73</u>	<u>\$ 3,693,584.37</u>

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

**BOROUGH OF SURF CITY**  
**CURRENT FUND**  
**STATEMENT OF REVENUES - REGULATORY BASIS**  
**YEAR ENDED DECEMBER 31, 2017**

	BUDGET	SPECIAL N.J.S.A. 40:4-87	REALIZED	EXCESS/ (DEFICIT)
Fund Balance Anticipated	\$ 1,569,000.00	\$ -	\$ 1,569,000.00	\$ -
Miscellaneous Revenues:				
Licenses:				
Alcohol Beverages	1,400.00	-	1,470.00	70.00
Fees & Permits	10,000.00	-	25,996.00	15,996.00
Interest & Costs on Taxes	23,631.19	-	38,180.02	14,548.83
Beach Badge Fees	450,000.00	-	657,902.00	207,902.00
Energy Receipts Taxes	164,430.00	-	164,430.00	-
Uniform Construction Code Fees	61,000.00	-	77,477.78	16,477.78
FY2017 966 Reimbursement Program	5,767.69	-	5,767.69	-
Clean Communities Program	13,733.93	-	13,733.93	-
Body Armor Replacement Fund	-	1,303.45	1,303.45	-
Recycling Tonnage Grant	1,837.19	-	1,837.19	-
Civic Donation - Lifeguards	5,000.00	-	5,000.00	-
	736,800.00	1,303.45	993,098.06	254,994.61
Receipts From Delinquent Taxes	142,735.00	-	156,484.91	13,749.91
Amount to be Raised by Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes	4,300,000.00	-	4,582,110.49	282,110.49
Budget Totals	6,748,535.00	1,303.45	7,300,693.46	550,855.01
Non-Budget Revenue	-	-	238,583.37	238,583.37
	\$ 6,748,535.00	\$ 1,303.45	\$ 7,539,276.83	\$ 789,438.38

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

**BOROUGH OF SURF CITY**  
**CURRENT FUND**  
**STATEMENT OF REVENUES - REGULATORY BASIS**  
**YEAR ENDED DECEMBER 31, 2017**

Analysis of Realized Revenue

Allocation of Current Tax Collection:

Revenue From Collections	\$ 16,233,243.64
Allocated To School and County Taxes	<u>11,998,933.15</u>

Balance for Support of Municipal Budget	4,234,310.49
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Add:

Appropriation Reserve for Uncollected Taxes	<u>347,800.00</u>
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Balance for Support of Municipal Budget

Appropriations	<u><u>\$ 4,582,110.49</u></u>
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Delinquent Taxes:

Taxes Receivable	<u><u>\$ 156,484.91</u></u>
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Analysis of Non-Budget Revenue

Miscellaneous revenue not anticipated:

Revenue Accounts Receivable:

Municipal Court Fines & Costs	<u>\$ 29,617.81</u>	<u>\$ 29,617.81</u>
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Interst on Investments & Savings	28,997.74	
Vendors' Licenses	6,045.00	
T.V. Cable Franchise Fee	23,401.65	
Zoning/Planning/Occupancy Fees	8,250.00	
Land Use Board Reimbursement and Fees	5,128.89	
Insurance Refunds & Claims	25,210.82	
Auction Proceeds	27,270.26	
Miscellaneous	72,722.31	
Senior Citizen & Vets Administrative Fees	607.50	
Recycling Receipts	<u>11,331.39</u>	
		<u>208,965.56</u>

	<u><u>\$ 238,583.37</u></u>
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The accompanying Notes to Financial Statements are an integral part of this statement.

**BOROUGH OF SURF CITY**  
**CURRENT FUND**  
**STATEMENT OF EXPENDITURES - REGULATORY BASIS**  
**YEAR ENDED DECEMBER 31, 2017**

	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>			<u>CANCELLED</u>
	<u>ORIGINAL BUDGET</u>	<u>BUDGET AFTER MODIFICATIONS</u>	<u>PAID OR CHARGED</u>	<u>ENCUMBERED</u>	<u>RESERVED</u>	
General Appropriations						
Operations - Within "CAPS"						
GENERAL GOVERNMENT						
General Administration						
Salaries & Wages	\$ 69,800.00	\$ 69,800.00	\$ 50,979.90	\$ -	\$ 18,820.10	\$ -
Other Expenses	20,000.00	20,000.00	7,884.16	29.00	12,086.84	-
Human Resources						
Other Expenses	7,500.00	7,500.00	-	-	7,500.00	-
Mayor and Council						
Salaries & Wages	50,200.00	50,200.00	50,132.00	-	68.00	-
Other Expenses	5,000.00	5,000.00	2,271.07	947.00	1,781.93	-
Municipal Clerk						
Salaries & Wages	120,800.00	108,800.00	102,063.13	-	6,736.87	-
Other Expenses	14,000.00	14,000.00	8,996.86	518.86	4,484.28	-
Financial Administration						
Salaries & Wages	97,200.00	97,200.00	65,265.62	-	31,934.38	-
Other Expenses	15,000.00	15,000.00	10,840.62	49.98	4,109.40	-
Audit Services						
Other Expenses - Annual Audit	17,000.00	17,000.00	15,969.00	-	1,031.00	-
Collection of Taxes						
Salaries & Wages	52,000.00	52,000.00	26,828.97	-	25,171.03	-
Other Expenses	21,500.00	21,500.00	11,899.24	118.45	9,482.31	-
Assessment of Taxes						
Salaries & Wages	20,000.00	20,000.00	17,940.13	-	2,059.87	-
Other Expenses	10,975.00	10,975.00	2,262.68	1,636.24	7,076.08	-
Legal Services						
Other Expenses	15,000.00	15,000.00	9,034.85	500.00	5,465.15	-
Engineering Services						
Other Expenses	10,000.00	10,000.00	4,279.53	870.00	4,850.47	-
Municipal Court						
Salaries & Wages	63,250.00	63,250.00	56,887.29	-	6,362.71	-
Other Expenses	8,500.00	8,500.00	4,611.84	108.00	3,780.16	-
Public Defender						
Other Expenses	1,800.00	1,800.00	-	-	1,800.00	-

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

**BOROUGH OF SURF CITY**  
**CURRENT FUND**  
**STATEMENT OF EXPENDITURES - REGULATORY BASIS**  
**YEAR ENDED DECEMBER 31, 2017**

	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>		<u>CANCELLED</u>
	<u>ORIGINAL BUDGET</u>	<u>BUDGET AFTER MODIFICATIONS</u>	<u>PAID OR CHARGED</u>	<u>ENCUMBERED</u>	<u>RESERVED</u>
Land Use Administration:					
Land Use Board					
Salaries & Wages	7,100.00	8,900.00	7,804.86	-	1,095.14
Other Expenses	14,500.00	14,500.00	12,968.65	-	1,531.35
Code Enforcement & Administration:					
Other Code Enforcement Functions					
Salaries & Wages	15,000.00	14,000.00	7,171.87	-	6,828.13
Other Expenses	3,000.00	4,000.00	2,052.68	118.45	1,828.87
Insurance:					
General Liability	77,000.00	75,000.00	68,831.54	-	6,168.46
Workers Compensation	110,000.00	110,000.00	88,341.14	-	21,658.86
Employee Group Health	1,035,000.00	1,037,000.00	994,185.50	27,074.28	15,740.22
Health Benefit Waiver					
Salaries & Wages	25,000.00	26,100.00	26,083.44	-	16.56
Public Safety Functions:					
Police Department					
Salaries & Wages	1,359,500.00	1,358,400.00	1,103,019.46	-	255,380.54
Other Expenses	75,000.00	75,000.00	31,284.26	8,734.41	34,981.33
Police Dispatch/911					
Other Expenses	52,000.00	52,000.00	50,000.00	-	2,000.00
Office of Emergency Management					
Salaries & Wages	3,200.00	3,200.00	3,000.00	-	200.00
Other Expenses	6,000.00	6,000.00	476.76	-	5,523.24
Aid to Volunteer Fire Company	25,000.00	25,000.00	25,000.00	-	-
Fire Hydrant Service	100,000.00	100,000.00	100,000.00	-	-
Municipal Prosecutor's Office					
Other Expenses	8,500.00	8,500.00	8,500.00	-	-
Public Work Functions:					
Streets and Road Maintenance					
Salaries & Wages	73,200.00	73,200.00	46,583.20	-	26,616.80
Other Expenses	35,000.00	35,000.00	21,830.80	1,012.34	12,156.86
Solid Waste Collection					
Salaries & Wages	299,500.00	294,500.00	241,122.01	-	53,377.99
Other Expenses	27,000.00	32,000.00	25,048.22	665.00	6,286.78

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

**BOROUGH OF SURF CITY**  
**CURRENT FUND**  
**STATEMENT OF EXPENDITURES - REGULATORY BASIS**  
**YEAR ENDED DECEMBER 31, 2017**

	APPROPRIATIONS		EXPENDED			<u>CANCELLED</u>
	<u>ORIGINAL BUDGET</u>	<u>BUDGET AFTER MODIFICATIONS</u>	<u>PAID OR CHARGED</u>	<u>ENCUMBERED</u>	<u>RESERVED</u>	
Building and Grounds						
Salaries & Wages	136,000.00	136,000.00	112,932.09	-	23,067.91	-
Other Expenses	63,000.00	63,000.00	36,467.23	3,149.32	23,383.45	-
Vehicle Maintenance (Incl. Police Vehicles)						
Salaries & Wages	38,000.00	38,000.00	37,577.84	-	422.16	-
Other Expenses	93,168.00	93,168.00	56,274.49	6,515.86	30,377.65	-
Health & Human Services Functions:						
Board of Health						
Salaries & Wages	3,000.00	3,000.00	2,020.00	-	980.00	-
Other Expenses	65,000.00	65,000.00	60,495.24	-	4,504.76	-
Environmental Health Services						
Salaries & Wages	5,400.00	5,400.00	2,029.76	-	3,370.24	-
Other Expenses	1,000.00	1,000.00	457.13	-	542.87	-
Animal Control Services						
Other Expenses	9,200.00	9,200.00	7,392.00	-	1,808.00	-
Contributions to Social Service Agencies						
Senior Citizen Center (NJS 40:48-9.4)	5,000.00	5,000.00	5,000.00	-	-	-
Health Care Facilities (NJS 44:5-2)	100.00	100.00	-	-	100.00	-
Mental Health Facilities (NJS 40:48-9.4a)	100.00	100.00	-	-	100.00	-
Recreation of Services and Programs						
Salaries & Wages	6,100.00	6,100.00	2,486.86	-	3,613.14	-
Other Expenses	2,000.00	2,000.00	1,400.00	-	600.00	-
Maintenance of Parks						
Salaries & Wages	36,750.00	36,750.00	34,267.61	-	2,482.39	-
Other Expenses - Veterans' Memorial Park	3,000.00	3,000.00	968.95	-	2,031.05	-
Other Expenses - Other Facilities	4,000.00	4,000.00	3,509.08	-	490.92	-
Beach & Boardwalk Operations						
Salaries & Wages	334,035.00	331,035.00	258,080.98	-	72,954.02	-
Other Expenses	56,000.00	56,000.00	52,500.96	300.00	3,199.04	-
Other Common Operating Functions (Unclassified)						
Municipal Bus Service						
Other Expenses	10,000.00	10,000.00	10,000.00	-	-	-
Accumulated Leave Compensation						
Salaries & Wages	6,000.00	6,000.00	6,000.00	-	-	-
Celebration of Public Events						
Other Expenses	1,000.00	1,000.00	491.73	-	508.27	-

**BOROUGH OF SURF CITY**  
**CURRENT FUND**  
**STATEMENT OF EXPENDITURES - REGULATORY BASIS**  
**YEAR ENDED DECEMBER 31, 2017**

	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>			<u>CANCELLED</u>
	<u>ORIGINAL BUDGET</u>	<u>BUDGET AFTER MODIFICATIONS</u>	<u>PAID OR CHARGED</u>	<u>ENCUMBERED</u>	<u>RESERVED</u>	
Utility Expenses & Bulk Purchases						
Electricity	30,000.00	30,000.00	15,448.72	-	14,551.28	-
Street Lighting	45,000.00	45,000.00	40,163.09	-	4,836.91	-
Telephone	31,000.00	31,000.00	29,434.04	150.10	1,415.86	-
Gas (natural or propane)	20,000.00	20,000.00	11,826.71	987.94	7,185.35	-
Telecommunications	4,675.00	4,675.00	2,693.18	114.03	1,867.79	-
Gasoline	76,000.00	76,000.00	30,405.02	976.06	44,618.92	-
Landfill/Solid Waste Disposal Costs:						
Landfill/Solid Waste Disposal Costs						
Other Expenses	180,000.00	180,000.00	123,167.32	1,599.78	55,232.90	-
Uniform Construction Code - Appropriations Offset						
by Dedicated Revenues (N.J.A.C.5:23-4.17)						
Salaries & Wages	10,500.00	11,700.00	11,520.30	-	179.70	-
Other Expenses	61,000.00	73,000.00	49,653.98	-	23,346.02	-
Contingent	4,000.00	4,000.00	-	-	4,000.00	-
Total Operations Including Contingent Within CAPS	5,310,053.00	5,310,053.00	4,316,115.59	56,175.10	937,762.31	-
Detail:						
Salaries & Wages	2,831,535.00	2,813,535.00	2,271,797.32	-	541,737.68	-
Other Expenses	2,478,518.00	2,496,518.00	2,044,318.27	56,175.10	396,024.63	-
	5,310,053.00	5,310,053.00	4,316,115.59	56,175.10	937,762.31	-
Deferred Charges & Statutory Expenditures - Within CAPS:						
Statutory Expenditures:						
Contribution to:						
Public Employees' Retirement System	72,535.00	72,535.00	72,535.00	-	-	-
Social Security System (O.A.S.I)	216,700.00	216,700.00	151,683.28	-	65,016.72	-
Police and Firemen's System of NJ	211,260.00	211,260.00	211,260.00	-	-	-
Unemployment Insurance	10,000.00	10,000.00	2,814.00	-	7,186.00	-
Defined Contribution Retirement Program	2,245.00	2,245.00	-	-	2,245.00	-
Total Statutory Expenditures Within CAPS	512,740.00	512,740.00	438,292.28	-	74,447.72	-
Total General Appropriations Within CAPS	5,822,793.00	5,822,793.00	4,754,407.87	56,175.10	1,012,210.03	-

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

**BOROUGH OF SURF CITY  
CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
YEAR ENDED DECEMBER 31, 2017**

	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>			<u>CANCELLED</u>
	<u>ORIGINAL BUDGET</u>	<u>BUDGET AFTER MODIFICATIONS</u>	<u>PAID OR CHARGED</u>	<u>ENCUMBERED</u>	<u>RESERVED</u>	
Operations Excluded from CAPS:						
Length of Service Awards Program (L.O.S.A.P.)						
Other Expenses	54,272.00	54,272.00	-	-	54,272.00	-
Recycling Tax (P.L. 2007, c. 311)						
Other Expenses	7,300.00	7,300.00	5,248.53	-	2,051.47	-
Public & Private Programs Offset by Revenues:						
Clean Communities Program	13,733.93	13,733.93	13,733.93	-	-	-
Body Armor Replacement Fund (C159 \$1,301.99)		1,303.45	1,303.45	-	-	-
Recycling Tonnage Grant	1,837.19	1,837.19	1,837.19	-	-	-
Civic Donation-Lifeguard Equipment	5,000.00	5,000.00	5,000.00	-	-	-
FY2017 966 Reimbursement Program	5,767.69	5,767.69	5,767.69	-	-	-
State & Federal Programs - Local Match	2,173.28	2,173.28	-	-	-	2,173.28
Total Operations Excluded from CAPS	90,084.09	91,387.54	32,890.79	-	56,323.47	2,173.28
Detail:						
Other Expenses	90,084.09	91,387.54	32,890.79	-	56,323.47	2,173.28
Capital Improvements - Excluded from CAPS:						
Capital Improvement Fund	50,000.00	50,000.00	50,000.00	-	-	-
Rehabilitation of / Enhancement to Borough Property	50,000.00	50,000.00	4,200.00	24,313.00	21,487.00	-
Purchase of DPW & Beach Equipment	150,000.00	150,000.00	127,995.87	22,004.13	-	-
Purchase of Public Safety Equipment	10,000.00	10,000.00	-	-	10,000.00	-
Total Capital Improvements	260,000.00	260,000.00	182,195.87	46,317.13	31,487.00	-
Municipal Debt Service - Excluded from CAPS:						
Interest of Notes	25,000.00	25,000.00	-	-	-	25,000.00
Total Municipal Debt Services	25,000.00	25,000.00	-	-	-	25,000.00

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



**BOROUGH OF SURF CITY**  
**CURRENT FUND**  
**STATEMENT OF EXPENDITURES - REGULATORY BASIS**  
**YEAR ENDED DECEMBER 31, 2017**

	<u>APPROPRIATIONS</u>		<u>EXPENDED</u>			<u>CANCELLED</u>
	<u>ORIGINAL BUDGET</u>	<u>BUDGET AFTER MODIFICATIONS</u>	<u>PAID OR CHARGED</u>	<u>ENCUMBERED</u>	<u>RESERVED</u>	
Deferred Charges - Municipal - Excluded from CAPS						
Deferred Charges to Future Taxation - Unfunded:						
Acquisition of Fire Apparatus & Related Equipment	200,000.00	200,000.00	200,000.00	-	-	-
Removal of Underground Diesel Storage Tank	2,857.91	2,857.91	2,857.91	-	-	-
Total Deferred Charges	202,857.91	202,857.91	202,857.91	-	-	-
Total General Appropriations Excluded from CAPS	577,942.00	579,245.45	417,944.57	46,317.13	87,810.47	27,173.28
Subtotal General Appropriations	6,400,735.00	6,402,038.45	5,172,352.44	102,492.23	1,100,020.50	27,173.28
Reserve for Uncollected Taxes	347,800.00	347,800.00	347,800.00	-	-	-
Total General Appropriations	\$ 6,748,535.00	\$ 6,749,838.45	\$ 5,520,152.44	\$ 102,492.23	\$ 1,100,020.50	\$ 27,173.28
Budget	\$ 6,748,535.00					
C.159 (N.J.S. 40A:4-87)	1,303.45					
	\$ 6,749,838.45					
Federal & State Grants			\$ 22,642.26			
Due to Trust Fund			6,000.00			
Reserve for Uncollected Taxes			347,800.00			
Cash			5,143,710.18			
			\$ 5,520,152.44			

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

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**BOROUGH OF SURF CITY  
TRUST FUND  
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND  
FUND BALANCE - REGULATORY BASIS  
DECEMBER 31, 2017 AND 2016**

<u>Assets</u>	<u>Reference</u>	<u>2017</u>	<u>2016</u>
Animal Control Fund:			
Cash	B-1	\$ 549.04	\$ 641.29
		<u>549.04</u>	<u>641.29</u>
Trust - Other Fund:			
Cash	B-1	354,301.67	314,839.49
Due from Current Fund	B-2	<u>30,874.59</u>	<u>48,277.38</u>
		<u>385,176.26</u>	<u>363,116.87</u>
Total Assets		<u>\$ 385,725.30</u>	<u>\$ 363,758.16</u>
 <u>Reserves</u>			
Animal Control Fund:			
Due Current Fund	B-4	\$ 186.04	\$ 302.29
Reserve for Dog Fund Expendiures	B-5	<u>363.00</u>	<u>339.00</u>
		<u>549.04</u>	<u>641.29</u>
Trust - Other Fund:			
Due to Water/Sewer Operating Fund	B-3	1,324.46	26,801.56
Various Reserves	B-6	<u>383,851.80</u>	<u>336,315.31</u>
		<u>385,176.26</u>	<u>363,116.87</u>
Total Reserves		<u>\$ 385,725.30</u>	<u>\$ 363,758.16</u>

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

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**BOROUGH OF SURF CITY  
GENERAL CAPITAL FUND  
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND  
FUND BALANCE - REGULATORY BASIS  
DECEMBER 31, 2017 AND 2016**

<u>Assets</u>	<u>Reference</u>	<u>2017</u>	<u>2016</u>
Cash	C-2	\$ 1,775,502.81	\$ 1,366,109.40
Due From Current Fund	C-4	-	32,759.42
Deferred Charges To Future Taxation: Unfunded	C-5	<u>1,548,841.00</u>	<u>1,639,198.91</u>
Total Assets		<u>\$ 3,324,343.81</u>	<u>\$ 3,038,067.73</u>

Liabilities, Reserves and Fund Balance

Improvement Authorizations:			
Funded	C-6	\$ 877,751.57	\$ 731,055.56
Unfunded	C-6	1,451,427.38	1,343,693.67
Due To Current Fund	C-4	596.36	-
Capital Improvement Fund	C-7	867,932.50	836,682.50
Reserve for Debt Service	C-8	36,683.33	36,683.33
Reserve for Purchase of Lifeguard Boat	C-8	7,500.00	7,500.00
Capital Fund Balance	C-1	<u>82,452.67</u>	<u>82,452.67</u>
Total Liabilities, Reserves and Fund Balance		<u>\$ 3,324,343.81</u>	<u>\$ 3,038,067.73</u>

There were bonds and notes authorized but not issued on December 31, 2017 of \$1,548,841.00 and on December 31, 2016 was \$1,639,198.91.

**BOROUGH OF SURF CITY  
GENERAL CAPITAL FUND  
STATEMENT OF CAPITAL FUND BALANCE -  
REGULATORY BASIS  
YEARS ENDED DECEMBER 31, 2017 AND 2016**

Balance, December 31, 2017 and 2016

\$ 82,452.67

**BOROUGH OF SURF CITY**  
**WATER/SEWER UTILITY FUND**  
**STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND**  
**FUND BALANCE - REGULATORY BASIS**  
**DECEMBER 31, 2017 AND 2016**

<u>Assets</u>	<u>Reference</u>	<u>2017</u>	<u>2016</u>
Operating Fund:			
Cash	D-4	\$ 1,453,920.42	\$ 1,516,363.09
Change Fund	D	250.00	250.00
Due from Current Fund	A	-	24,627.38
Due from Trust-Other Fund	B	1,324.46	26,801.56
Due from Utility Capital Fund	D-13	188.70	-
Subtotal		1,455,683.58	1,568,042.03
Water/Sewer Rents Receivable	D-6	42,746.77	46,272.03
Total Operating Fund		1,498,430.35	1,614,314.06
Capital Fund:			
Cash	D-4	556,710.81	435,892.98
Due from Water/Sewer Operating Fund	D-13	-	71,409.63
Fixed Capital - Completed	D-7	7,496,996.01	7,372,514.80
Fixed Capital - Authorized and Uncompleted	D-8	634,480.13	660,260.63
Total Capital Fund		8,688,186.95	8,540,078.04
Total Assets		\$ 10,186,617.30	\$ 10,154,392.10
<u>Liabilities, Reserves and Fund Balances</u>			
Operating Fund:			
Accounts Payable	D-12	\$ 8,681.52	\$ 8,681.52
Encumbrances Payable	D-10	26,108.37	59,974.13
Appropriation Reserves	D-3	333,471.59	384,878.45
Due to Current Fund	A	4,835.00	-
Due to Utility Capital Fund	D-13	-	71,409.63
Prepaid Rents	D-11	14,890.68	14,168.35
Subtotal		387,987.16	539,112.08
Reserve for Water/Sewer Rents Receivables		42,746.77	46,272.03
Operating Fund Balance	D-1	1,067,696.42	1,028,929.95
Total Operating Fund		1,498,430.35	1,614,314.06
Capital Fund:			
Bond Anticipation Notes	D-14	-	125,000.00
Due To Utility Operating Fund	D	188.70	-
Capital Improvement Fund	D-16	474,565.51	449,565.51
Improvement Authorizations:			
Unfunded	D-15	634,480.13	660,260.63
Reserve for Amortization	D-17	7,571,476.14	7,297,775.43
Capital Fund Balance	D-1(a)	7,476.47	7,476.47
Total Capital Fund		8,688,186.95	8,540,078.04
Total Liabilities, Reserves and Fund Balances		\$ 10,186,617.30	\$ 10,154,392.10

There were bonds and notes authorized but not issued on December 31, 2017 of \$560,000.00 and on December 31, 2016 was \$610,000.00.

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

**BOROUGH OF SURF CITY**  
**WATER/SEWER UTILITY OPERATING FUND**  
**STATEMENTS OF OPERATIONS AND CHANGES IN FUND BALANCE**  
**REGULATORY BASIS**  
**YEARS ENDED DECEMBER 31, 2017 AND 2016**

	<u>Reference</u>	<u>2017</u>	<u>2016</u>
Revenue and Other Income Realized:			
Fund Balance Anticipated	D-2	\$ 760,705.00	\$ 720,600.00
Water/Sewer Rents	D-2	1,725,625.43	1,671,762.66
Fire Hydrant Service	D-2	118,400.00	118,400.00
Miscellaneous Revenues Not Anticipated	D-2	94,085.52	85,136.14
Other Credits to Income:			
Appropriation Reserves Lapsed	D-9	384,160.52	446,864.07
		<u>3,082,976.47</u>	<u>3,042,762.87</u>
Total Revenues			
Expenditures:			
Budget Appropriations:			
Operating	D-3	1,925,000.00	1,891,200.00
Capital Improvements	D-3	100,000.00	100,000.00
Debt Service	D-3	125,000.00	125,000.00
Deferred Charges and			
Statutory Expenditures	D-3	133,505.00	127,200.00
Refund of Prior Year Revenue	D-4	-	11,319.90
		<u>2,283,505.00</u>	<u>2,254,719.90</u>
Total Expenditures			
Excess in Revenue		799,471.47	788,042.97
Fund Balance, January 1	D	1,028,929.95	961,486.98
		1,828,401.42	1,749,529.95
Decreased By:			
Utilized as Anticipated Revenue	D-1	760,705.00	720,600.00
Fund Balance, December 31	D	<u>\$ 1,067,696.42</u>	<u>\$ 1,028,929.95</u>

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



**BOROUGH OF SURF CITY  
WATER/SEWER UTILITY CAPITAL FUND  
STATEMENT OF FUND BALANCE -  
REGULATORY BASIS  
YEARS ENDED DECEMBER 31, 2017 AND 2016**

Balance, December 31, 2017 and 2016

\$ 7,476.47

**BOROUGH OF SURF CITY**  
**WATER/SEWER UTILITY OPERATING FUND**  
**STATEMENT OF REVENUES - REGULATORY BASIS**  
**YEAR ENDED DECEMBER 31, 2017**

	<u>ANTICIPATED</u>	<u>REALIZED</u>	<u>EXCESS/ (DEFICIT)</u>
Surplus Anticipated	\$ 760,705.00	\$ 760,705.00	\$ -
Water Rents	750,000.00	949,589.17	199,589.17
Sewer Rents	750,000.00	776,036.26	26,036.26
Fire Hydrant Service	47,800.00	118,400.00	70,600.00
	<u>\$ 2,308,505.00</u>	<u>\$ 2,604,730.43</u>	<u>\$ 296,225.43</u>

Analysis of Miscellaneous Revenue Not Anticipated

Miscellaneous	\$ 75,567.88
Shut-Off Fees	7,300.00
Tap Fees	3,300.00
Interest on Delinquents	4,800.40
Interest on Investments	1,520.89
	<u>92,489.17</u>
Interest Earned in Utility Capital Fund	<u>1,596.35</u>
Total Miscellaneous Revenue Not Anticipated	<u><u>\$ 94,085.52</u></u>

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

**BOROUGH OF SURF CITY**  
**WATER/SEWER UTILITY OPERATING FUND**  
**STATEMENT OF EXPENDITURES - REGULATORY BASIS**  
**YEAR ENDED DECEMBER 31, 2017**

	<u>APPROPRIATIONS</u>					
	<u>ORIGINAL BUDGET</u>	<u>BUDGET AFTER MODIFICATION</u>	<u>PAID OR CHARGED</u>	<u>ENCUMBERED</u>	<u>RESERVED</u>	<u>CANCELLED</u>
Operating:						
Salaries and Wages	\$ 465,000.00	\$ 465,000.00	\$ 388,313.08	\$ -	\$ 76,686.92	\$ -
Other Expenses	1,460,000.00	1,460,000.00	1,219,956.14	18,773.66	221,270.20	-
Total Operating	1,925,000.00	1,925,000.00	1,608,269.22	18,773.66	297,957.12	-
Capital Improvements:						
Capital Improvement Fund	25,000.00	25,000.00	25,000.00	-	-	-
Capital Outlay	75,000.00	75,000.00	48,050.00	7,334.71	19,615.29	-
Total Capital Improvements	100,000.00	100,000.00	73,050.00	7,334.71	19,615.29	-
Debt Service:						
Payment of Bond Anticipation Notes	125,000.00	125,000.00	125,000.00	-	-	-
Interest on Notes	25,000.00	25,000.00	-	-	-	25,000.00
Total Debt Service	150,000.00	150,000.00	125,000.00	-	-	25,000.00
Deferred Charges & Statutory Expenditures:						
Deferred Charges:						
Costs of Improvements Authorized:						
Improvements to Water/Sewer System	50,000.00	50,000.00	50,000.00	-	-	-
Total Deferred Charges	50,000.00	50,000.00	50,000.00	-	-	-
Statutory Expenditures:						
Contribution To:						
Public Employees' Retirement System	43,519.00	43,519.00	43,519.00	-	-	-
Social Security System (O.A.S.I.)	35,000.00	35,000.00	22,675.98	-	12,324.02	-
Defined Contribution Retirement Plan	786.00	786.00	-	-	786.00	-
Unemployment Compensation Insurance	4,200.00	4,200.00	1,410.84	-	2,789.16	-
Total Statutory Expenditures	83,505.00	83,505.00	67,605.82	-	15,899.18	-
Total Water/Sewer Utility Fund Appropriations	\$ 2,308,505.00	\$ 2,308,505.00	\$ 1,923,925.04	\$ 26,108.37	\$ 333,471.59	\$ 25,000.00

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

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**BOROUGH OF SURF CITY**  
**GENERAL FIXED ASSETS ACCOUNT GROUP**  
**STATEMENTS OF GENERAL FIXED ASSETS -**  
**REGULATORY BASIS**  
**DECEMBER 31, 2017 AND 2016**

	<u>Reference</u>	BALANCE DECEMBER 31, <u>2017</u>	BALANCE DECEMBER 31, <u>2016</u>
Land	E-1	\$ 748,506.36	\$ 748,506.36
Buildings	E-1	912,822.91	839,927.80
Equipment	E-1	599,692.72	578,888.59
Motor Vehicles	E-1	<u>2,700,604.07</u>	<u>2,783,618.10</u>
Total General Fixed Assets		<u>\$ 4,961,626.06</u>	<u>\$ 4,950,940.85</u>
Investment in General Fixed Assets	E	<u>\$ 4,961,626.06</u>	<u>\$ 4,950,940.85</u>

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

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**BOROUGH OF SURF CITY  
LENGTH OF SERVICE AWARDS PROGRAM FUND  
STATEMENTS OF ASSETS, LIABILITIES, RESERVES AND  
FUND BALANCE - REGULATORY BASIS  
DECEMBER 31, 2017 AND 2016**

**(UNAUDITED)**

<u>Assets</u>	<u>Reference</u>	<u>2017</u>	<u>2016</u>
Length of Service Award Program Fund ("LOSAP") - Unaudited:			
Investments	F-1	\$ 759,103.52	\$ 673,103.33
Total Assets		<u>\$ 759,103.52</u>	<u>\$ 673,103.33</u>
<u>Reserves</u>			
Length of Service Award Program Fund ("LOSAP") - Unaudited:			
Miscellaneous Reserves	F-2	\$ 759,103.52	\$ 673,103.33
Total Reserves		<u>\$ 759,103.52</u>	<u>\$ 673,103.33</u>

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

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**BOROUGH OF SURF CITY  
COUNTY OF OCEAN, NEW JERSEY**

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

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**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 1. Summary of Significant Accounting Policies**

**Description of Financial Reporting Entity**

The Borough of Surf City, County of Ocean, New Jersey (hereafter referred to as the "Borough") is incorporated under the laws of the State of New Jersey. The financial statements of the reporting entity include those of the Borough of Surf City only.

**Component Units** - GASB Statement 14, as amended by GASB Statements 39, 61 and 80, establishes criteria to be used in determining the component units, which should be included in the financial statements of a primary government. The financial statements of the 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 and 80.

**Basis of Accounting, Measurement Focus and Basis of Presentation** - The financial statements of the Borough 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 further in this note.

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

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

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

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

**Utility Operating and Capital Funds** – These funds accounts for utility 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 utility to the general public be financed through user fees. Operations relating to the acquisition of capital facilities for utility purposes are recorded in the Utility Capital Fund.

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

**LOSAP Fund** – This fund accounts for the receipts and disbursements of the Length of Service Awards Program Fund. This Fund is not an audited opinion unit.

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

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

**Budgets and Budgetary Accounting** - The Borough must adopt an annual budget for its Current and Utility 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 10<sup>th</sup> 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. Under GAAP, investments are reported at fair value but under regulatory basis of accounting, investments are stated at cost with the exception of LOSAP investments which are reported at fair value. Therefore unrealized gains or losses on investments have not been recorded.

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

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

The cash management plan adopted by the Borough 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.

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

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

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

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

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

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

**Fund Balance** – Fund Balance included in the Current 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 billed 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 Ocean, Long Beach Island Consolidated School District and Southern Regional School District. Unpaid property taxes are subject to tax sale in accordance with statutes.

**County Taxes** – The municipality is responsible for levying, collecting and remitting County taxes for the County of Ocean. Operations is charged for the amount due the County for the year, based upon the ratables required to be certified to the County Board of Taxation by January 10<sup>th</sup> 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 10<sup>th</sup> of the current year and due to be paid to the County by February 15<sup>th</sup> of the following year.

**School Taxes** – The municipality is responsible for levying, collecting and remitting school taxes for the Long Beach Island Consolidated School District and Southern 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.

**BOROUGH OF SURF CITY  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

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

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 31<sup>st</sup> 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 reporting financial position and results of operations in accordance with accounting principles generally accepted in the United States of America. (GAAP). The municipalities in the State of New Jersey do not prepare financial statements in accordance with GAAP and thus do not comply with all of the GASB pronouncements; and there have been no GASB pronouncements effective for the current year that have a significant impact of the Borough’s financial statements.

**Note 2. Deposits and Investments**

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

**Deposits**

**Custodial Credit Risk Related to Deposits** - Custodial credit risk is the risk that, in the event of a bank failure, the 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 OF SURF CITY  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 2. Deposits and Investments (continued)**

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, 2017, the Borough's bank balance of \$12,686,043.02 was insured or collateralized as follows:

Insured under FDIC and GUDPA	\$ 12,403,692.56
NJ Cash Management Fund	129,524.04
Uninsured and Uncollateralized	<u>152,826.42</u>
	<u><u>\$ 12,686,043.02</u></u>

**Investments**

Fair Value Measurement – The fair value measurements of investments are required to be reported based on the hierarchy established by generally accepted accounting principles. Under GAAP, investments are required to be categorized based on the fair value of inputs of Levels 1, 2 and 3. Under Level 1 inputs, investments are required to be categorized based on quoted market prices in active markets for identical investments. Level 2 inputs are based primarily on using observable measurement criteria, including quoted market prices of similar investments in active and inactive markets and other observable corroborated factors. Level 3 inputs are assets measured at fair value on a recurring basis using significant unobservable measurement criteria based on the best information available.

Under regulatory basis of accounting, investments are measured at cost in the Borough's financial statements. However, had the financial statements been prepared in accordance with GAAP, the Borough's fair value, hierarchy level and maturities of its investments at December 31, 2017 would be as followed:

		Fair Value as of December 31, 2017		Investment Maturities (in Years)
	Carrying Value	Level 1	Total	Less Than 1 Year
<u>Investment type</u>				
Money Markets	\$ 759,103.52	\$ 759,103.52	\$ 759,103.52	\$ 759,103.52
	<u>\$ 759,103.52</u>	<u>\$ 759,103.52</u>	<u>\$ 759,103.52</u>	<u>\$ 759,103.52</u>
<u>Fund</u>				
LOSAP Fund	\$ 759,103.52	\$ 759,103.52	\$ 759,103.52	\$ 759,103.52
	<u>\$ 759,103.52</u>	<u>\$ 759,103.52</u>	<u>\$ 759,103.52</u>	<u>\$ 759,103.52</u>

Custodial credit risk related to Investments - This is the risk that in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, the Borough will not be able to recover the value of its investment or collateral securities that are in the possession of another party. Other than the rules and



**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 2. Deposits and Investments (continued)**

regulations promulgated by N.J.S.A. 40A:5-15.1, the Borough has no investment policy to limit exposure to custodial credit risk.

Interest rate risk - This is the risk that changes in interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. Other than the rules and regulations promulgated by N.J.S.A. 40A:5-15.1, the Borough does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Credit risk - Credit risk is the risk that an issuer to an investment will not fulfill its obligation to the holder of the investment. This is measured by assignment of a rating by a nationally recognized rating organization. U.S. Government securities or obligations explicitly guaranteed by the U.S. government are not considered to have credit risk exposure. As of December 31, 2017, the Borough's investments had the following ratings:

<u>Investment Type:</u>	<u>Standard &amp; Poors</u>	<u>Moody's</u>
Money Market Funds	AAA	Aaa

Concentration of Credit Risk – Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. Other than the rules and regulations promulgated by N.J.S.A. 40A; 5-15.1, the Borough's investment policies place no limit in the amount the Borough may invest in any one issuer. More than 5% of the Borough's investments are in money market funds. These investments represent 100% of the Borough's total investments.

**Note 3. Property Taxes**

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

**Comparison Schedule of Tax Rates**

	<u>2017</u>	<u>2016</u>	<u>2015</u>
Tax Rate	<u>\$ 1.028</u>	<u>\$ 1.003</u>	<u>\$ 0.962</u>
Apportionment of Tax Rate:			
Municipal	0.272	0.267	0.260
County	0.444	0.435	0.428
Local School	0.049	0.046	0.040
Regional School	0.263	0.255	0.234

**BOROUGH OF SURF CITY  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 3. Property Taxes (continued):**

**Assessed Valuation**

<u>Year</u>	<u>Amount</u>
2017	\$ 1,580,468,416.00
2016	1,566,248,177.00
2015	1,557,657,082.00

**Comparison of Tax Levies and Collections**

<u>Year</u>	<u>Tax Levy</u>	<u>Cash Collections</u>	<u>Percentage Of Collection</u>
2017	\$ 16,397,492.97	\$ 16,233,243.64	98.99%
2016	15,808,132.00	15,649,897.00	98.99%
2015	15,041,725.00	14,852,747.00	98.74%

**Delinquent Taxes and Tax Title Liens**

<u>Year</u>	<u>Tax Title Liens</u>	<u>Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage Of Tax Levy</u>
2017	\$ 790.76	\$ 154,897.77	\$ 155,688.53	0.95%
2016	749.64	155,902.39	156,652.03	0.99%
2015	708.52	176,868.97	177,577.49	1.18%

**Number of Tax Title Liens**

<u>Year</u>	<u>Number</u>
2017	1
2016	1
2015	1

The last tax sale was held on October 20, 2017.

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 4. Property Acquired By Tax Title Lien Liquidation**

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

<u>Year</u>	<u>Amount</u>
2017	\$ 4,725.00
2016	4,725.00
2015	4,725.00

**Note 5. Water/Sewer Utility Service Charges**

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

<u>Year</u>	<u>Beginning Balance</u>	<u>Billings</u>	<u>Total</u>	<u>Cash Collections</u>	<u>Percentage Of Collection</u>
2017	\$ 46,272.03	\$ 1,722,100.17	\$ 1,768,372.20	\$ 1,725,625.43	97.58%
2016	32,589.15	1,685,445.54	1,718,034.69	1,671,762.66	97.30%
2015	36,216.90	1,653,236.50	1,689,453.40	1,656,864.25	98.07%

**Note 6. Fund Balances Appropriated**

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

<u>Year</u>	<u>Balance December 31,</u>	<u>Utilized in Budget of Succeeding Year</u>	<u>Percentage of Fund Balance Used</u>
<b>Current Fund:</b>			
2017	\$ 3,985,944.73	\$ 1,560,000.00	39.14%
2016	3,693,584.37	1,569,000.00	42.48%
2015	3,345,787.67	1,332,500.00	39.83%
<b>Utility Operating Fund:</b>			
2017	\$ 1,067,696.42	\$ 812,000.00	76.05%
2016	1,028,929.95	760,705.00	73.93%
2015	961,486.98	720,600.00	74.95%

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**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, Payables and Transfers**

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

<b>Fund</b>	<b>Interfund Receivable</b>	<b>Interfund Payable</b>
Current Fund	\$ 5,617.40	\$ 54,085.83
State and Federal Grant Fund	23,211.24	-
Animal Control Trust	-	186.04
Trust Other Fund	30,874.59	1,324.46
Capital Fund	-	596.36
Utility Operating Fund	1513.16	4,835.00
Utility Capital Fund	-	188.70
	<u>          </u>	<u>          </u>
	<u><u>\$ 61,216.39</u></u>	<u><u>\$ 61,216.39</u></u>

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

A summary of interfund transfers is as follows:

<b>Fund</b>	<b>Transfers In</b>	<b>Transfers Out</b>
Current Fund	\$ 864.11	\$ 80,406.99
State and Federal Grant Fund	-	561.82
Animal Control Trust	186.04	302.29
Trust Other Fund	17,402.79	25,477.10
Capital Fund	33,355.78	-
Utility Operating Fund	54,939.48	71,598.33
Utility Capital Fund	71,598.33	-
	<u>          </u>	<u>          </u>
	<u><u>\$ 178,346.53</u></u>	<u><u>\$ 178,346.53</u></u>

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

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 9. Fixed Assets**

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

	Balance December 31, <u>2016</u>	<u>Additions</u>	<u>Deletions</u>	Balance December 31, <u>2017</u>
Land	\$ 748,506.36	\$ -	\$ -	\$ 748,506.36
Buildings	839,927.80	72,895.11	-	912,822.91
Equipment	578,888.59	22,004.13	(1,200.00)	599,692.72
Motor Vehicles	2,783,618.10	154,386.97	(237,401.00)	2,700,604.07
	<u>\$ 4,950,940.85</u>	<u>\$ 249,286.21</u>	<u>\$ (238,601.00)</u>	<u>\$ 4,961,626.06</u>

**Note 10. Pension Obligations**

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

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

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

The following represents the membership tiers for PERS:

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

Service retirement benefits of 1/55<sup>th</sup> of final average salary for each year of service credit is available to tiers 1 and 2 members upon reaching age 60 and to tier 3 members upon reaching age 62. Service retirement benefits of 1/60<sup>th</sup> of final average salary for each year of service credit is available to tier 4 members upon reaching age 62 and 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 SURF CITY  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 10. Pension Obligations (continued)**

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

**Contributions** - The contribution policy for PERS is set by *N.J.S.A. 43:15A* and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's pension contribution is based on an actuarially determined amount, which includes the employer portion of the normal cost and an amortization of the unfunded accrued liability. Funding for noncontributory group insurance benefits is based on actual claims paid. For the fiscal year 2017, the State's pension contribution was less than the actuarial determined amount. The local employers' contribution amounts are based on an actuarially determined rate, which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PERS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of assets. For the year ended December 31, 2017, the Borough's contractually required contribution to PERS plan was \$129,152.

**Components of Net Pension Liability** - At December 31, 2017, the Borough's proportionate share of the PERS net pension liability was \$3,245,331. The net pension liability was measured as of June 30, 2017. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of July 1, 2016, which was rolled forward to June 30, 2017. The 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, 2017. The Borough's proportion measured as of June 30, 2017, was 0.0139413804% which was an increase of 0.0009293522% from its proportion measured as of June 30, 2016.

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

	<u>12/31/2017</u>	<u>12/30/2016</u>
Actuarial valuation date (including roll forward)	June 30, 2017	June 30, 2016
Deferred Outflows of Resources	\$ 1,105,010	\$ 1,256,337
Deferred Inflows of Resources	675,959	33,655
Net Pension Liability	3,245,331	3,853,790
Borough's portion of the Plan's total net pension Liability	0.01394%	0.01301%

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 10. Pension Obligations (continued)**

**Pension Expense and Deferred Outflows/Inflows of Resources** - At December 31, 2017, the Borough's proportionate share of the PERS expense, calculated by the plan as of the June 30, 2017 measurement date is \$314,322. 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 \$129,152 to the plan in 2017.

At December 31, 2017, 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	\$ 76,416	\$ -
Changes of Assumptions	653,822	651,425
Net Difference between Projected and Actual Earnings on Pension Plan Investments	22,099	-
Changes in Proportion and Differences between Borough Contributions and Proportionate Share of Contributions	<u>352,673</u>	<u>24,534</u>
	<u>\$ 1,105,010</u>	<u>\$ 675,959</u>

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

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 10. Pension Obligations (continued)**

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

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:



**BOROUGH OF SURF CITY  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 10. Pension Obligations (continued)**

<b>Year Ending <u>Dec 31,</u></b>	<b><u>Amount</u></b>
2018	\$ 135,203
2019	168,077
2020	133,142
2021	34,268
2022	<u>(41,639)</u>
	<u><u>\$ 429,051</u></u>

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

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

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

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 10. Pension Obligations (continued)**

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

**Long-Term Expected Rate of Return** - In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2017) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2017 are summarized in the following table:

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

**Discount Rate** - The discount rate used to measure the total pension liability was 5.00% as of June 30, 2017. The single blended discount rate was based on long-term expected rate of return on pension plan investments of 7.00%, and a municipal bond rate of 3.58% as of June 30, 2017 based on the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax-exempt general obligation municipals bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate

**BOROUGH OF SURF CITY  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 10. Pension Obligations (continued)**

assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the contribution rate in the most recent fiscal year. The State employer contributed 40% of the actuarially determined contributions and the local employers contributed 100% of their actuarially determined contributions. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2040. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2040 and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

**Sensitivity of the 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 (4.00%) or 1-percentage-point higher (6.00%) than the current rate:

	<b>1% Decrease (4.00%)</b>	<b>Current Discount Rate (5.00%)</b>	<b>1% Increase (6.00%)</b>
Borough's Proportionate Share of the Net Pension Liability	<u>\$ 4,026,053</u>	<u>\$ 3,245,331</u>	<u>\$ 2,594,892</u>

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

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

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

The following represents the membership tiers for PFRS:

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

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

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 10. Pension Obligations (continued)**

compensation plus 1 % for each year if creditable service over 25 years but not to exceed 30 years. Members may elect deferred retirement benefits after achieving ten years of service, in which case benefits would begin at age 55 equal to 2% of final compensation for each year of service.

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

**Contributions** - The contribution policy for PFRS is set by *N.J.S.A. 43:16A* and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's contribution amount is based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. For fiscal year 2017, the State contributed an amount less than the actuarially determined amount. The Local employers' contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PFRS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of assets. For the year ended December 31, 2017, the Borough's contractually required contributions to PFRS plan was \$220,437.

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

**Net Pension Liability and Pension Expense** - At December 31, 2017 the Borough's proportionate share of the PFRS net pension liability was \$3,845,254. The net pension liability was measured as of June 30, 2017. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of July 1, 2016, to the measurement date of June 30, 2017. The 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, 2017. The Borough's proportion measured as of June 30, 2017, was 0.0249076161%, which was a decrease of 0.001030281% from its proportion measured as of June 30, 2016.

**BOROUGH OF SURF CITY  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 10. Pension Obligations (continued)**

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

	<u>12/31/2017</u>	<u>12/31/2016</u>
Actuarial valuation date (including roll forward)	June 30, 2017	June 30, 2016
Deferred Outflows of Resources	\$ 859,343	\$ 1,420,842
Deferred Inflows of Resources	777,852	32,445
Net Pension Liability	3,845,254	4,949,596
Borough's portion of the Plan's total net pension Liability	0.02491%	0.02591%

**Pension Expense and Deferred Outflows/Inflows of Resources** – At December 31, 2017, the Borough's proportionate share of the PFRS expense, calculated by the plan as of the June 30, 2017 measurement date was \$424,530. 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 \$220,437 to the plan in 2017.

At December 31, 2017, 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	\$ 24,946	\$ 22,568
Changes of Assumptions	474,163	629,740
Net Difference between Projected and Actual Earnings on Pension Plan Investments	73,376	-
Changes in Proportion and Differences between Borough Contributions and Proportionate Share of Contributions	<u>286,858</u>	<u>125,544</u>
	<u>\$ 859,343</u>	<u>\$ 777,852</u>

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

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 10. Pension Obligations (continued)**

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

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:

**BOROUGH OF SURF CITY  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 10. Pension Obligations (continued)**

<b>Year Ending</b>	
<b><u>Dec 31,</u></b>	<b><u>Amount</u></b>
2018	\$ (193,676)
2019	556,594
2020	232,207
2021	(419,756)
2022	<u>(93,878)</u>
	<u><u>\$ 81,491</u></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 \$430,701 as of December 31, 2017. The net pension liability was measured as of June 30, 2017. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of July 1, 2016, to the measurement date of June 30, 2017. The State's proportion of the net pension liability associated with the 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, 2017 was 0.0249076161%, which was a decrease of 0.0010030281% from its proportion measured as of June 30, 2016, which is the same proportion as the Borough's. At December 31, 2017, 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	\$ 3,845,254
State of New Jersey's Proportionate Share of Net Pension Liability Associated with the Borough	<u>430,701</u>
	<u><u>\$ 4,275,955</u></u>

At December 31, 2017, the State's proportionate share of the PFRS expense, associated with the Borough, calculated by the plan as of the June 30, 2017 measurement date was \$52,684.

**BOROUGH OF SURF CITY  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 10. Pension Obligations (continued)**

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

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

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

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

**Long-Term Expected Rate of Return** - In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2017) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in PFRS's target asset allocation as of June 30, 2017 are summarized in the following table:



**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 10. Pension Obligations (continued)**

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

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

**Sensitivity of the 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 (5.14%) or 1-percentage-point higher (7.14%) than the current rate:

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 10. Pension Obligations (continued)**

	<b>1% Decrease <u>(5.14%)</u></b>	<b>Current Discount Rate <u>(6.14%)</u></b>	<b>1% Increase <u>(7.14%)</u></b>
Borough's Proportionate Share of the Net Pension Liability	\$ 5,066,439	\$ 3,845,254	\$ 2,841,912
State of New Jersey's Proportionate Share of Net Pension Liability associated with the Borough	<u>567,484</u>	<u>430,701</u>	<u>318,318</u>
	<u><u>\$ 5,633,923</u></u>	<u><u>\$ 4,275,955</u></u>	<u><u>\$ 3,160,230</u></u>

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

**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>2017</u>	<u>2016</u>	<u>2015</u>
<b>Issued:</b>			
General:			
Bonds, Notes and Loans	\$ -	\$ -	\$ -
Utility:			
Bonds, Notes and Loans	<u>-</u>	<u>125,000.00</u>	<u>250,000.00</u>
Total Debt Issued	<u>-</u>	<u>125,000.00</u>	<u>250,000.00</u>
<b>Authorized but not issued:</b>			
General:			
Bonds, Notes and Loans	1,548,841.00	1,639,198.91	1,705,470.00
Utility:			
Bonds, Notes and Loans	<u>560,000.00</u>	<u>610,000.00</u>	<u>660,000.00</u>
Total Authorized But Not Issued	<u>2,108,841.00</u>	<u>2,249,198.91</u>	<u>2,365,470.00</u>
<b>Total Gross Debt</b>	<u><u>\$ 2,108,841.00</u></u>	<u><u>\$ 2,374,198.91</u></u>	<u><u>\$ 2,615,470.00</u></u>
<b>Deductions:</b>			
General:			
Funds on Hand For Payment of Bonds and Notes:			
Reserve for Debt Service	36,683.33	36,683.33	36,683.00
Utility:			
Self Liquidating Debt	<u>\$ 560,000.00</u>	<u>\$ 735,000.00</u>	<u>\$ 910,000.00</u>
Total Deductions	<u>596,683.33</u>	<u>771,683.33</u>	<u>946,683.00</u>
<b>Total Net Debt</b>	<u><u>\$ 1,512,157.67</u></u>	<u><u>\$ 1,602,515.58</u></u>	<u><u>\$ 1,668,787.00</u></u>

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**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>
Local School Debt	\$ -	\$ -	\$ -
Regional School Debt	-	-	-
General Debt	1,548,841.00	36,683.33	1,512,157.67
Utility Debt	560,000.00	560,000.00	-
	<u>\$ 2,108,841.00</u>	<u>\$ 596,683.33</u>	<u>\$ 1,512,157.67</u>

Net Debt \$1,512,157.67 divided by the average Equalized Valuation Basis per N.J.S.A 40A:2-2 as amended, \$1,706,710,982.33, equals 0.089%. New Jersey statute 40A:2-6, as amended, limits the debt of a Municipality to 3.5% of the last three preceding year's average equalized valuations of real estate, including improvements and the assessed valuation of Class II Railroad Property. The remaining borrowing power in dollars at December 31, 2017 is calculated as follows:

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

3 1/2% of Equalized Valuation Basis (Municipal)	\$ 59,734,884.38
Net Debt	<u>1,512,157.67</u>
Remaining Borrowing Power	<u>\$ 58,222,726.71</u>

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

Cash Receipts From Fees, Rents or Other Charges for the Year	\$ 2,698,815.95
Deductions:	
Operating and Maintenance Costs	\$ 2,008,505.00
Debt Service	<u>125,000.00</u>
Total Deductions	<u>2,133,505.00</u>
Excess/(Deficit) in Revenue	<u>\$ 565,310.95</u>

\*If Excess in Revenues all Utility Debt is Deducted

**BOROUGH OF SURF CITY  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 11. Municipal Debt (continued)**

**General Debt**

**A. Serial Bonds Payable**

The Borough had no serial bonds payable outstanding in the General Capital Fund at December 31, 2017.

**B. Bond Anticipation Notes Payable – Short Term Debt**

The Borough had no bond anticipation notes outstanding in the General Capital Fund at December 31, 2017.

**C. Bonds and Notes Authorized But Not Issued**

As of December 31, 2017, the Borough had \$1,548,841.00 in various General Capital bonds and notes authorized but not issued.

**Water/Sewer Utility Debt**

**A. Serial Bonds Payable**

The Borough had no serial bonds payable outstanding in the Water/Sewer Utility Capital Fund at December 31, 2017.

**B. Bond Anticipation Notes Payable – Short Term Debt**

The Borough had no bond anticipation notes outstanding in the Utility Capital Fund at December 31, 2017.

**C. Bonds and Notes Authorized But Not Issued**

As of December 31, 2017 the Borough had \$560,000.00 in various Utility bonds and notes authorized but not issued.

**Note 12. Deferred School 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>Local Taxes</u>	Balance, December 31,	
	<u>2017</u>	<u>2016</u>
Total Balance of Local Tax	\$ 390,422.00	\$ 359,794.00
Deferred Taxes	<u>171,899.27</u>	<u>171,899.27</u>
Local Tax Payable	<u>\$ 218,522.73</u>	<u>\$ 187,894.73</u>

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 12. Deferred School Taxes (continued)**

<u>Regional Tax</u>	Balance, December 31,	
	<u>2017</u>	<u>2016</u>
Total Balance of Regional Tax	\$ 2,077,765.89	\$ 1,924,342.39
Deferred Taxes	<u>396,208.48</u>	<u>396,208.48</u>
Regional Tax Payable	<u>\$ 1,681,557.41</u>	<u>\$ 1,528,133.91</u>

**Note 13. Accrued Sick, Vacation and Compensation Time**

As discussed in Note 1 and in accordance with accounting principles prescribed by the State of New Jersey, the cash basis of accounting is followed for recording the 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 \$112,800.81 at December 31, 2017.

The Borough has established a Trust Fund in accordance with NJSA 40A:4-39 to set aside funds for future payments of compensated absences. As of December 31, 2017, the Borough has reserved in the Other Trust Fund \$107,676.82 to fund compensated absences in accordance with NJSA 40A:4-39.

**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 Ocean County Municipal Joint Insurance Fund. The Fund provides the Borough with the following primary coverage and limits:

Crime	\$50,000
Commercial General Liability	\$300,000

**BOROUGH OF SURF CITY**  
**NOTES TO FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 14. Risk Management (continued)**

The following “excess” coverage and limits are provided to the Fund’s member local units by their membership in the Municipal Excess Liability Joint Insurance Fund (MEL):

Worker’s Compensation	\$2,000,000
Commercial General Liability	\$300,000
Auto Liability	\$300,000
Crime	\$1,000,000

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

**Note 15. 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, 2017 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, 2017.

**Note 16. Length of Service Awards Program**

The Borough’s length of service awards program (“LOSAP”) is reported in the Borough’s trust fund Statement of Assets, Liabilities, Reserves and Fund Balance - Regulatory Basis. The LOSAP provides tax deferred income benefits to active volunteer firefighters and emergency medical personnel.

The tax deferred income benefits for the active volunteer firefighters and emergency medical personnel serving the residents the of the Borough come from contributions made solely by the governing body of the Borough, on behalf of those volunteers who meet the criteria of a plan created by that governing body. Participants should refer to the Plan agreement for a more complete description of the Plan’s provisions.

**BOROUGH OF SURF CITY  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 16. Length of Service Awards Program (continued)**

**Contributions** - If an active member meets the year of active service requirement, a length of service awards program must provide a benefit between the minimum contribution of \$100 and a maximum contribution of \$1,150.00 per year. While the maximum amount is established by statute, it is subject to periodic increases that are related to the consumer price index (N.J.S.A. 40A:14-185(f)). The Division of Local Government Services of the State of New Jersey will issue the permitted maximum annually. The Borough elected to contribute between \$126.00 and \$1,150.00 for the year ended December 31, 2017 per eligible volunteer, into the Plan, depending on how many years the volunteer has served. During the year ended December 31, 2017, the Borough contributed a total of \$51,750.00 to the plan. Participants direct the investment of the contributions into various investment options offered by the Plan. The Borough has no authorization to direct investment contributions on behalf of eligible volunteers nor has the ability to purchase or sell investment options offered by the Plan. The types of investment options, and the administering of such investments, rests solely with the plan administrator.

**Participant Accounts** - Each participant's account is credited with the Borough's contribution and Plan earnings, and charged with administrative expenses. The benefit to which a participant is entitled is the benefit that can be provided from the participant's vested account. The Borough has placed the amounts deferred, including earnings, in a trust maintained by a third-party administrator for the exclusive benefit of the plan participants and their beneficiaries. Such funds, although subject to the claims of the Borough's creditors until distributed as benefit payments, are not available for funding the operations of the Borough. The funds may also be used to pay the administrative fees charged by the Plan Administrator. Lincoln Financial Group ("Plan Administrator"), an approved Length of Service Awards Program provider, is the administrator of the Plan. The Borough's practical involvement in administering the Plan is essentially limited to verifying the eligibility of each participant and remitting the funds to the Plan Administrator.

**Vesting** - Benefits, plus actual earnings thereon, are one hundred percent (100%) vested after five (5) years of service.

**Payment of Benefits** - Upon retirement or disability, participants may select various payout options, which include lump sum, periodic, or annuity payments. In the case of death, with certain exceptions, any amount invested under the participant's account is paid to the beneficiary or the participant's estate. In the event of an unforeseeable emergency, as outlined in the Plan document, a participant or a beneficiary entitled to vested accumulated deferrals may request the local plan administrator to payout a portion of vested accumulated deferrals. During the year ended December 31, 2017 payouts of \$58,861.86 were made to vested participants.

**Forfeited Accounts** - During the year ended December 31, 2017, no accounts were forfeited.

**Plan Information** - Additional information about the Borough's length of service awards program can be obtained by contacting the Plan Administrator.

**Note 17. Subsequent Events**

The Borough has evaluated subsequent events through June 29, 2018, the date the financial statements were available to be issued. The Borough has noted the following:

**Authorization of Debt** - Subsequent to December 31, 2017, Borough of Surf City authorized additional Bonds and Notes as follows:

**BOROUGH OF SURF CITY  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2017**

**Note 17. Subsequent Events (continued)**

<b><u>Purpose</u></b>	<b><u>Date</u></b>	<b><u>Amount</u></b>
Acquisition of Trash Truck	3/14/2018	\$ 190,000.00
Removal of Underground Storage Tank	3/14/2018	\$ 118,750.00



**SUPPLEMENTARY EXHIBITS**

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<b>CURRENT FUND</b>
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**BOROUGH OF SURF CITY  
COUNTY OF OCEAN, NEW JERSEY  
CURRENT FUND  
SCHEDULE OF CASH - COLLECTOR/TREASURER  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$ 7,087,799.98
Increased By:		
Interest & Costs on Taxes	\$ 38,180.02	
Miscellaneous Revenue Not Anticipated	208,965.56	
Due from State for Exemptions	28,625.00	
Taxes Receivable	16,083,685.86	
Revenue Accounts Receivable	951,393.59	
Prepaid Taxes	1,851,007.28	
Grants Receivable	7,353.76	
Reserve for Grants Unappropriated	15,256.25	
Due from Animal Control Fund	302.29	
Investment in Bond Anticipation Notes	125,000.00	
Various Reserves	16,000.00	
		<u>19,325,769.61</u>
		26,413,569.59
Decreased By:		
2017 Budget Appropriations	5,143,710.18	
2016 Appropriation Reserves	211,145.11	
County Taxes	7,043,981.38	
Local District School Tax	750,214.00	
Regional High School Tax	4,002,108.50	
Reserve for Grants Appropriated	22,048.19	
Due from Trust Other Fund	23,402.79	
Due to General Capital Fund	32,759.42	
Due from Utility Operating Fund	29,462.38	
		<u>17,258,831.95</u>
Balance, December 31, 2017		<u><u>\$ 9,154,737.64</u></u>

**BOROUGH OF SURF CITY  
CURRENT FUND  
SCHEDULE OF DUE FROM STATE OF NEW JERSEY -  
SENIOR CITIZENS' AND VETERANS' DEDUCTIONS  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$	832.25
Increased By:			
Senior Citizens' Deductions per Tax Billings	\$	1,500.00	
Veterans' Deductions per Tax Billing		28,750.00	
Deductions Allowed By Collector:			
Senior Citizens' & Veterans - Current Year		<u>250.00</u>	
			<u>30,500.00</u>
			31,332.25
Decreased By:			
Deductions Disallowed By Collector:			
Senior Citizens' & Veterans - Current Year		1,625.00	
Senior Citizens' & Veterans - Prior Year		625.00	
Cash Receipts		<u>28,625.00</u>	
			<u>30,875.00</u>
Balance, December 31, 2017		\$	<u><u>457.25</u></u>

**BOROUGH OF SURF CITY**  
**CURRENT FUND**  
**SCHEDULE OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY**  
**YEAR ENDED DECEMBER 31, 2017**

YEAR	BALANCE DECEMBER 31, 2016	2017 LEVY	COLLECTIONS		SENIOR CITIZENS' AND VETERANS' DEDUCTIONS ALLOWED/ (DISALLOWED)	TRANSFER TO TAX TITLE LIENS	ADJUSTMENTS/ (CANCELLED)	BALANCE DECEMBER 31, 2017
			2016	2017				
2015	\$ 125.00	\$ -	\$ -	\$ 125.00	\$ -	\$ -	\$ -	\$ -
2016	155,777.39	-	-	156,359.91	(625.00)	-	(42.48)	-
2017	-	16,397,492.97	273,758.43	15,930,610.21	28,875.00	41.12	(9,310.44)	154,897.77
<hr/>								
\$	155,902.39	\$ 16,397,492.97	\$ 273,758.43	\$ 16,087,095.12	\$ 28,250.00	\$ 41.12	\$ (9,352.92)	\$ 154,897.77
<hr/>								
Cash Receipts								
Overpayments Applied			\$	16,083,685.86				
				<u>3,409.26</u>				
Total			\$	<u><u>16,087,095.12</u></u>				
<hr/>								
<u>Analysis of Property Tax Levy</u>								
Tax Yield:								
General Purpose Tax						\$ 16,247,215.22		
Added and Omitted Taxes (N.J.S.A. 54:4-63.1 et seq)						<u>150,277.75</u>		
						<u><u>\$ 16,397,492.97</u></u>		
<hr/>								
Tax Levy:								
Local School Taxes						\$ 780,842.00		
Regional School Taxes						<u>4,155,532.00</u>		
County Taxes					\$ 6,997,633.07			
Due To County for Added and Omitted Taxes					<u>64,926.08</u>			
						<u>7,062,559.15</u>		
<hr/>								
Local Tax for Municipal Purposes					4,300,000.00			
Additional Tax Levied					<u>98,559.82</u>			
						<u>4,398,559.82</u>		
Total						<u><u>\$ 16,397,492.97</u></u>		

**BOROUGH OF SURF CITY  
CURRENT FUND  
SCHEDULE OF TAX TITLE LIENS RECEIVABLE  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 749.64
Increased By:	
Transfers From Taxes Receivable	<u>41.12</u>
Balance, December 31, 2017	<u><u>\$ 790.76</u></u>



**BOROUGH OF SURF CITY  
CURRENT FUND  
SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE  
YEAR ENDED DECEMBER 31, 2017**

	BALANCE DECEMBER 31, <u>2016</u>	ACCRUED IN <u>2017</u>	<u>COLLECTED</u>	BALANCE DECEMBER 31, <u>2017</u>
Liquor License	\$ -	\$ 1,470.00	\$ 1,470.00	\$ -
Other Fees & Permits	-	25,996.00	25,996.00	-
Municipal Court Fines & Costs	1,243.76	29,025.81	29,617.81	651.76
Beach Badge Fees	-	657,902.00	657,902.00	-
Energy Receipts Taxes	-	164,430.00	164,430.00	-
Uniform Construction Code Fees	-	77,477.78	77,477.78	-
Civic Donation - Lifeguards	-	5,000.00	5,000.00	-
	<u>\$ 1,243.76</u>	<u>\$ 961,301.59</u>	<u>\$ 961,893.59</u>	<u>\$ 651.76</u>

Cash Receipts	\$ 951,393.59
Prior Year Prepaid Beach Badges	<u>10,500.00</u>
	<u><u>\$ 961,893.59</u></u>

**BOROUGH OF SURF CITY**  
**CURRENT FUND**  
**SCHEDULE OF 2016 APPROPRIATION RESERVES**  
**YEAR ENDED DECEMBER 31, 2017**

	BALANCE DECEMBER 31, <u>2016</u>	BALANCE AFTER <u>TRANSFER</u>	PAID OR <u>CHARGED</u>	BALANCE <u>LAPSED</u>
GENERAL GOVERNMENT				
General Administration				
Salaries & Wages	\$ 13,454.59	\$ 13,454.59	\$ -	\$ 13,454.59
Other Expenses	10,285.40	10,285.40	283.79	10,001.61
Human Resources				
Other Expenses	7,500.00	7,500.00	-	7,500.00
Mayor and Council				
Salaries & Wages	1,690.50	1,690.50	-	1,690.50
Other Expenses	1,635.54	1,635.54	-	1,635.54
Municipal Clerk				
Salaries & Wages	8,337.93	8,337.93	-	8,337.93
Other Expenses	2,701.25	2,701.25	625.16	2,076.09
Financial Administration				
Salaries & Wages	17,135.88	17,135.88	-	17,135.88
Other Expenses	5,353.78	5,353.78	355.44	4,998.34
Audit Services				
Other Expenses	1,400.00	1,400.00	-	1,400.00
Collection of Taxes				
Salaries & Wages	33,952.65	33,952.65	-	33,952.65
Other Expenses	15,878.45	15,878.45	12,868.92	3,009.53
Assessment of Taxes				
Salaries & Wages	7,701.60	7,701.60	-	7,701.60
Other Expenses	17,607.34	17,607.34	2,720.92	14,886.42
Legal Services				
Other Expenses	8,799.29	8,799.29	1,271.00	7,528.29
Engineering Services				
Other Expenses	3,558.28	3,558.28	3,558.28	-
Municipal Court				
Salaries & Wages	6,138.78	6,138.78	-	6,138.78
Other Expenses	2,412.71	2,412.71	288.39	2,124.32
Public Defender				
Other Expenses	1,437.75	1,437.75	-	1,437.75
Land Use Administration:				
Land Use Board				
Salaries & Wages	558.84	558.84	-	558.84
Other Expenses	12,605.05	12,605.05	77.98	12,527.07
Code Enforcement & Administration:				
Other Code Enforcement Functions				
Salaries & Wages	1,192.72	1,192.72	-	1,192.72
Other Expenses	3,000.00	3,000.00	-	3,000.00
Insurance:				
General Liability	5,290.32	5,290.32	-	5,290.32
Workers Compensation	7,766.66	7,766.66	-	7,766.66
Employee Group Health	48,983.58	48,983.58	200.00	48,783.58
Health Benefit Waiver				
Salaries & Wages	6,250.00	6,250.00	-	6,250.00

**BOROUGH OF SURF CITY**  
**CURRENT FUND**  
**SCHEDULE OF 2016 APPROPRIATION RESERVES**  
**YEAR ENDED DECEMBER 31, 2017**

	BALANCE DECEMBER 31, <u>2016</u>	BALANCE AFTER <u>TRANSFER</u>	PAID OR <u>CHARGED</u>	BALANCE <u>LAPSED</u>
Public Safety Functions:				
Police Department				
Salaries & Wages	182,490.58	182,490.58	-	182,490.58
Other Expenses	70,034.77	70,034.77	41,500.07	28,534.70
Police Dispatch/911				
Other Expenses	52,000.00	52,000.00	25,000.00	27,000.00
Office of Emergency Management				
Salaries & Wages	18.23	18.23	-	18.23
Other Expenses	4,541.16	4,541.16	-	4,541.16
Municipal Prosecutor's Office				
Other Expenses	708.37	708.37	708.37	-
Public Work Functions:				
Streets and Road Maintenance				
Salaries & Wages	19,990.27	19,990.27	-	19,990.27
Other Expenses	17,511.55	17,511.55	2,455.27	15,056.28
Solid Waste Collection				
Salaries & Wages	36,010.80	36,010.80	-	36,010.80
Other Expenses	8,428.11	8,428.11	3,402.25	5,025.86
Building and Grounds				
Salaries & Wages	35,561.45	35,561.45	-	35,561.45
Other Expenses	32,595.87	32,595.87	4,893.05	27,702.82
Vehicle Maintenance (Incl. Police Vehicles)				
Salaries & Wages	5,273.99	5,273.99	-	5,273.99
Other Expenses	55,073.12	55,073.12	15,286.47	39,786.65
Health & Human Services Functions:				
Board of Health				
Salaries & Wages	680.00	680.00	-	680.00
Other Expenses	1,658.40	1,658.40	-	1,658.40
Environmental Health Services				
Salaries & Wages	5,360.00	5,360.00	-	5,360.00
Other Expenses	1,000.00	1,000.00	-	1,000.00
Animal Control Services				
Other Expenses	2,480.00	2,480.00	1,344.00	1,136.00
Contributions to Social Service Agencies				
Senior Citizen Center (NJS 40:48-9.4)	5,000.00	5,000.00	5,000.00	-
Health Care Facilities (NJS 44:5-2)	100.00	100.00	-	100.00
Mental Health Facilities (NJS 40:48-9.4a)	100.00	100.00	-	100.00
Recreation of Services and Programs				
Salaries & Wages	6,060.00	6,060.00	-	6,060.00
Other Expenses	2,000.00	2,000.00	-	2,000.00
Maintenance of Parks				
Salaries & Wages	9,752.84	9,752.84	-	9,752.84
Other Expenses - Veterans' Memorial Park	1,712.98	1,712.98	-	1,712.98
Other Expenses - Other Facilities	1,322.20	1,322.20	-	1,322.20
Beach & Boardwalk Operations				
Salaries & Wages	70,965.96	70,965.96	-	70,965.96
Other Expenses	19,587.17	19,587.17	7,397.00	12,190.17

**BOROUGH OF SURF CITY**  
**CURRENT FUND**  
**SCHEDULE OF 2016 APPROPRIATION RESERVES**  
**YEAR ENDED DECEMBER 31, 2017**

	BALANCE DECEMBER 31, <u>2016</u>	BALANCE AFTER <u>TRANSFER</u>	PAID OR <u>CHARGED</u>	BALANCE <u>LAPSED</u>
Other Common Operating Functions (Unclassified)				
Celebration of Public Events				
Other Expenses	975.12	975.12	-	975.12
Utility Expenses & Bulk Purchases				
Electricity	12,371.22	12,371.22	-	12,371.22
Street Lighting	6,397.17	6,397.17	-	6,397.17
Telephone	3,668.51	3,668.51	788.07	2,880.44
Gas (natural or propane)	10,719.73	10,719.73	-	10,719.73
Telecommunications	2,558.54	2,558.54	114.03	2,444.51
Gasoline	47,938.67	47,938.67	1,814.25	46,124.42
Landfill/Solid Waste Disposal Costs:				
Other Expenses	31,695.12	31,695.12	823.22	30,871.90
Uniform Construction Code:				
Salaries & Wages	2,582.69	2,582.69	-	2,582.69
Other Expenses	28,721.90	28,721.90	27,352.65	1,369.25
Contingent	4,000.00	4,000.00	-	4,000.00
Statutory Expenditures:				
Contribution to:				
Social Security System (O.A.S.I.)	57,642.78	57,642.78	-	57,642.78
Unemployment	7,491.41	7,491.41	-	7,491.41
Defined Contribution Retirement Program	2,141.64	2,141.64	-	2,141.64
	-	-		-
Insurance	-	-		-
Employee Group Health	12,600.00	12,600.00		12,600.00
Length of Service Awards Program (L.O.S.A.P.)				
Other Expenses	61,440.00	61,440.00	48,128.00	13,312.00
Recycling Tax (P.L. 2007, c. 311):				
Other Expenses	2,121.31	2,121.31		2,121.31
Public & Private Programs	-	-		-
Civic Donation- Lifeguard & Emergency Services	339.00	339.00	-	339.00
Capital Improvements:				
Rehabilitation of Borough Property	50,000.00	50,000.00	2,888.53	47,111.47
Purchase of Public Safety Equipment	15,000.00	15,000.00	-	15,000.00
	<u>\$ 1,261,051.52</u>	<u>\$ 1,261,051.52</u>	<u>\$ 211,145.11</u>	<u>\$ 1,049,906.41</u>

Appropriation Reserves	\$ 1,180,917.88
Encumbrances Payable	<u>80,133.64</u>
	<u>\$ 1,261,051.52</u>

Cash Disbursed	<u>\$ 211,145.11</u>
	<u>\$ 211,145.11</u>

**BOROUGH OF SURF CITY  
CURRENT FUND  
SCHEDULE OF ENCUMBRANCES PAYABLE  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 80,133.64
Increased By:	
Current Appropriations	<u>102,492.23</u>
	182,625.87
Decreased By:	
Transferred To Appropriation Reserves	<u>80,133.64</u>
Balance, December 31, 2017	<u><u>\$ 102,492.23</u></u>

**BOROUGH OF SURF CITY  
CURRENT FUND  
SCHEDULE OF ACCOUNTS PAYABLE  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016 and 2017

\$ 4,250.90

**BOROUGH OF SURF CITY  
CURRENT FUND  
SCHEDULE OF TAX OVERPAYMENTS  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 3,409.26
Decreased By:	
Applied to Current Year Taxes	<u>3,409.26</u>
Balance, December 31, 2017	<u><u>\$ -</u></u>

**BOROUGH OF SURF CITY  
CURRENT FUND  
SCHEDULE OF PREPAID TAXES  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 273,758.43
Increased By:	
Prepaid Taxes Collected	<u>1,851,007.28</u>
	2,124,765.71
Decreased By:	
Applied To Taxes Receivable	<u>273,758.43</u>
Balance, December 31, 2017	<u><u>\$ 1,851,007.28</u></u>



**BOROUGH OF SURF CITY  
CURRENT FUND  
SCHEDULE OF COUNTY TAXES PAYABLE  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$	46,348.31
Increased By:			
2017 Tax Levy:			
County Taxes	\$	6,128,492.25	
County Library Taxes		660,251.54	
County Open Space Taxes		208,889.28	
Due To County for Added and Omitted Taxes		64,926.08	
			<u>7,062,559.15</u>
			7,108,907.46
Decreased By:			
Cash Disbursements			<u>7,043,981.38</u>
Balance, December 31, 2017		\$	<u><u>64,926.08</u></u>

**BOROUGH OF SURF CITY  
CURRENT FUND  
SCHEDULE OF LOCAL DISTRICT SCHOOL TAXES  
BALANCE, DECEMBER 31, 2017**

Balance, December 31, 2016:

School Tax Payable	\$ 187,894.73	
School Tax Deferred	171,899.27	
	<hr/>	\$ 359,794.00

Increased By:

Levy - July 1, 2017 to June 30, 2018		<hr/>
		780,842.00
		<hr/>
		1,140,636.00

Decreased By:

Cash Disbursements		<hr/>
		750,214.00

Balance, December 31, 2017:

School Tax Payable	218,522.73	
School Tax Deferred	171,899.27	
	<hr/>	\$ 390,422.00
		<hr/>

2017 Liability for Regional High School Tax

Tax Payable, December 31, 2017	\$ 218,522.73
Tax Paid	<hr/>
	750,214.00
	<hr/>
	968,736.73

Less:

Tax Payable, December 31, 2016	<hr/>
	187,894.73

Amount Charged to 2017 Operations

<hr/>
\$ 780,842.00
<hr/>

**BOROUGH OF SURF CITY  
CURRENT FUND  
SCHEDULE OF REGIONAL SCHOOL TAXES  
BALANCE, DECEMBER 31, 2017**

Balance, December 31, 2016:		
School Tax Payable	\$ 1,528,133.91	
School Tax Deferred	396,208.48	
	<hr/>	\$ 1,924,342.39
Increased By:		
Levy - July 1, 2017 to June 30, 2018		4,155,532.00
		<hr/>
		6,079,874.39
Decreased By:		
Cash Disbursements		4,002,108.50
		<hr/>
Balance, December 31, 2017:		
School Tax Payable	1,681,557.41	
School Tax Deferred	396,208.48	
	<hr/>	\$ 2,077,765.89
		<hr/>
<u>2017 Liability for Regional High School Tax</u>		
Tax Payable, December 31, 2017		\$ 1,681,557.41
Tax Paid		4,002,108.50
		<hr/>
		5,683,665.91
Less:		
Tax Payable, December 31, 2016		1,528,133.91
		<hr/>
Amount Charged to 2017 Operations		\$ 4,155,532.00
		<hr/>

**BOROUGH OF SURF CITY  
CURRENT FUND  
SCHEDULE OF VARIOUS RESERVES  
BALANCE DECEMBER 31, 2017**

	BALANCE DECEMBER 31, <u>2016</u>	CASH <u>RECEIPTS</u>	<u>DECREASED</u>	BALANCE DECEMBER 31, <u>2017</u>
Library Aid	\$ 14.00	\$ -	\$ -	\$ 14.00
Hurricane Expense (Special Emergency)	76,973.20	-	-	76,973.20
Prepaid Beach Badges	10,500.00	16,000.00	10,500.00	16,000.00
	<u>\$ 87,487.20</u>	<u>\$ 16,000.00</u>	<u>\$ 10,500.00</u>	<u>\$ 92,987.20</u>

Anticipated as Revenue	<u>\$ 10,500.00</u>
	<u><u>\$ 10,500.00</u></u>

**BOROUGH OF SURF CITY  
FEDERAL AND STATE GRANT FUND  
SCHEDULE OF GRANTS RECEIVABLE  
BALANCE DECEMBER, 31, 2017**

<u>Program</u>	<u>BALANCE AS OF DECEMBER 31, 2016</u>	<u>REVENUE ANTICIPATED 2017</u>	<u>2017 RECEIVED</u>	<u>TRANSFERRED FROM UNAPPROPRIATED</u>	<u>BALANCE AS OF DECEMBER 31, 2017</u>
<b>State Grants:</b>					
Body Armor Replacement Fund	\$ -	\$ 1,303.45	\$ -	\$ 1,303.45	\$ -
Recycling Tonnage Grant	-	1,837.19	1,837.19	-	-
966 Reimbursement Program - 2017	-	5,767.69	5,516.57	-	251.12
Clean Communities	-	13,733.93	-	13,733.93	-
	<u>\$ -</u>	<u>\$ 22,642.26</u>	<u>\$ 7,353.76</u>	<u>\$ 15,037.38</u>	<u>\$ 251.12</u>
Original Budget	\$	21,338.81			
Ch. 159 Amendment		<u>1,303.45</u>			
	\$	<u><u>22,642.26</u></u>			

**BOROUGH OF SURF CITY**  
**FEDERAL AND STATE GRANT FUND**  
**SCHEDULE OF RESERVE FOR GRANT EXPENDITURES - APPROPRIATED**  
**BALANCE DECEMBER 31, 2017**

<u>Program</u>	BALANCE DECEMBER 31, 2016	TRANSFERRED FROM BUDGET	TRANSFERRED FROM ENCUMBRANCES	EXPENDED	BALANCE DECEMBER 31, 2017
<b>Federal Grants:</b>					
Municipal Public Access Plan Grant	\$ 7,613.50	\$ -	\$ -	\$ -	\$ 7,613.50
<b>State Grants:</b>					
Clean Communities Program	-	13,733.93	-	13,733.93	-
Body Armor Replacement	341.49	1,303.45	960.50	1,870.50	734.94
Recycling Tonnage Grant	-	1,837.19	-	1,837.19	-
966 Reimbursement Program	-	5,767.69	-	5,516.57	251.12
	<u>\$ 7,954.99</u>	<u>\$ 22,642.26</u>	<u>\$ 960.50</u>	<u>\$ 22,958.19</u>	<u>\$ 8,599.56</u>

Original Budget \$ 21,338.81  
Ch. 159 Amendment 1,303.45

\$ 22,642.26

Paid by Current Fund \$ 22,048.19  
Encumbrances Payable 910.00  
  
Total Expended \$ 22,958.19

**BOROUGH OF SURF CITY  
FEDERAL AND STATE GRANT FUND  
SCHEDULE OF RESERVE FOR GRANT EXPENDITURES - UNAPPROPRIATED  
BALANCE DECEMBER 31, 2017**

<u>Program</u>	BALANCE DECEMBER 31, <u>2016</u>	CASH <u>RECEIPTS</u>	TRANSFERRED TO GRANTS <u>RECEIVABLE</u>	BALANCE DECEMBER 31, <u>2017</u>
Body Armor Replacement Fund	\$ -	\$ 1,303.45	\$ 1,303.45	\$ -
Clean Communities Program	13,733.93	11,667.84	13,733.93	11,667.84
Recycling Tonnage Grant	-	2,284.96	-	2,284.96
.				
	<u>\$ 13,733.93</u>	<u>\$ 15,256.25</u>	<u>\$ 15,037.38</u>	<u>\$ 13,952.80</u>

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**TRUST FUND**

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**BOROUGH OF SURF CITY  
TRUST FUND  
SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS  
YEAR ENDED DECEMBER 31, 2017**

	<u>ANIMAL CONTROL</u>	<u>TRUST- OTHER</u>
Balance, December 31, 2016	\$ 641.29	\$ 314,839.49
Increased By Receipts:		
Dog License Fees Collected	207.00	-
State Registration Fees	97.80	-
Interest Earned	3.04	-
Due to Water/Sewer Operating Fund	-	1,324.46
Various Reserves	-	3,637,402.17
	<u>307.84</u>	<u>3,638,726.63</u>
	<u>949.13</u>	<u>3,953,566.12</u>
Decreased By Disbursements:		
State Registration Fees	97.80	-
Due to Current Fund	302.29	-
Due to Water/Sewer Operating Fund	-	26,801.56
Various Reserves	-	3,572,462.89
	<u>400.09</u>	<u>3,599,264.45</u>
Balance, December 31, 2017	<u>\$ 549.04</u>	<u>\$ 354,301.67</u>

**BOROUGH OF SURF CITY  
SCHEDULE OF DUE FROM CURRENT FUND  
TRUST - OTHER FUND  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$	48,277.38
Increased By:			
Reserve for Accumulated Absences	\$	6,000.00	
			<u>6,000.00</u>
			54,277.38
Decreased By:			
Cash Disbursed by Current Fund		23,402.79	
			<u>23,402.79</u>
Balance, December 31, 2017		\$	<u><u>30,874.59</u></u>

**BOROUGH OF SURF CITY**  
**SCHEDULE OF DUE (TO)/FROM WATER SEWER OPERATING FUND**  
**TRUST - OTHER FUND**  
**YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ (26,801.56)
Increased By:	
Cash Disbursements	<u>26,801.56</u>
	-
Decreased By:	
Cash Receipts	<u>1,324.46</u>
Balance, December 31, 2017	<u><u>\$ (1,324.46)</u></u>

**BOROUGH OF SURF CITY**  
**TRUST - OTHER FUND**  
**SCHEDULE OF DUE TO CURRENT FUND**  
**DOG LICENSE FUND**  
**YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$	302.29
Increased By:			
Interest Earned	\$	3.04	
Statutory Excess Due To Current Fund		<u>183.00</u>	
			<u>186.04</u>
			488.33
Decreased By:			
Cash Disbursement			<u>302.29</u>
Balance, December 31, 2017		\$	<u><u>186.04</u></u>

**BOROUGH OF SURF CITY  
ANIMAL CONTROL FUND  
SCHEDULE OF RESERVE FOR DOG FUND EXPENDITURES  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 339.00
Increased By:	
Dog License Fees Collected	<u>207.00</u>
	546.00
Decreased By:	
Statutory Excess Due Current Fund	<u>183.00</u>
Balance, December 31, 2017	<u><u>\$ 363.00</u></u>

<u>Year</u>	<u>Amount</u>
2016	\$ 177.00
2015	<u>186.00</u>
	<u><u>\$ 363.00</u></u>

**BOROUGH OF SURF CITY  
TRUST - OTHER FUND  
SCHEDULE OF TRUST - OTHER RESERVES  
YEAR ENDED DECEMBER 31, 2017**

	BALANCE DECEMBER 31, 2016	INCREASES	DECREASES	BALANCE DECEMBER 2017
Tax Certificate	\$ 12,500.00	\$ 124,735.08	\$ 75,777.69	\$ 61,457.39
Cash Bonds & Escrowed Fees	100,202.41	258,402.25	236,613.79	121,990.87
P.O.A.A.	625.05	286.00	-	911.05
Veterans' Memorial Park	19,885.92	665.00	4,366.00	16,184.92
Beach Wheels	2,955.50	510.00	3,070.25	395.25
Memorial Benches	6,575.41	2,500.00	1,551.72	7,523.69
Accumulated Absences	109,676.82	6,000.00	8,000.00	107,676.82
Payroll Deductions	59,223.03	3,188,192.62	3,200,625.42	46,790.23
Construction Inspection Fees	24,671.17	62,111.22	65,860.81	20,921.58
	<u>\$ 336,315.31</u>	<u>\$ 3,643,402.17</u>	<u>\$ 3,595,865.68</u>	<u>\$ 383,851.80</u>

Cash Receipts	\$ 3,637,402.17
Due From Current Fund	<u>6,000.00</u>
	<u><u>\$ 3,643,402.17</u></u>

Cash Disbursements	\$ 3,572,462.89
Due To Current Fund	<u>23,402.79</u>
	<u><u>\$ 3,595,865.68</u></u>



<b>GENERAL CAPITAL FUND</b>
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**BOROUGH OF SURF CITY  
GENERAL CAPITAL FUND  
SCHEDULE OF CASH  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$	1,366,109.40
Increased By:			
Interest Earnings Due To Current Fund	\$	5,086.31	
Capital Improvement Fund		50,000.00	
Deferred Charges Raised by Budget Appropriation		202,857.91	
Grant Receipts		243,750.00	
Due From Current Fund		32,759.42	
			<u>534,453.64</u>
			1,900,563.04
Decreased By:			
Improvement Authorizations		120,570.28	
Due To Current Fund		4,489.95	
			<u>125,060.23</u>
Balance, December 31, 2017		\$	<u><u>1,775,502.81</u></u>

**BOROUGH OF SURF CITY  
GENERAL CAPITAL FUND  
SCHEDULE OF ANALYSIS OF CASH  
YEAR ENDED DECEMBER 31, 2017**

	BALANCE DECEMBER 31, 2017
Capital Improvement Fund	\$ 867,932.50
Reserve for Debt Service	36,683.33
Reserve for Purchase of Lifeguard Boat	7,500.00
Due (From)/To Current Fund	596.36
Capital Fund Balance	82,452.67

## Ordinance

<u>Date</u>	<u>Improvement Authorizations</u>	
11/30/06	Beach Replenishment	17,360.00
09/10/14	Acquisition of Fire Apparatus & Related Equipment	(92,647.33)
03/11/15	Replacement/Repair of Various Bulkheads	24,632.62
03/11/15	Rehabilitation of DPW Facilities	334,147.33
03/11/15	Resurfacing of Various Roads	213,996.60
10/14/15	Reconstruction/Resurfacing of Various Streets	258,134.15
12/09/15	Removal of Underground Storage Tank/Monitoring	27,595.07
06/08/16	Reconstruction/Resurfacing of Various Streets	(4,766.29)
07/12/17	Reconstruction/Resurfacing of Various Streets	1,885.80
		<u>\$ 1,775,502.81</u>

**BOROUGH OF SURF CITY  
GENERAL CAPITAL FUND  
SCHEDULE OF DUE FROM/(TO) CURRENT FUND  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$ 32,759.42
Increased by:		
Cash Disbursed to Current Fund		<u>4,489.95</u>
		37,249.37
Decreased By:		
Cash Received from Current	32,759.42	
Interest Due Current	<u>5,086.31</u>	
		<u>37,845.73</u>
Balance, December 31, 2017		<u><u>\$ (596.36)</u></u>

**BOROUGH OF SURF CITY  
GENERAL CAPITAL FUND  
SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED  
YEAR ENDED DECEMBER 31, 2017**

Improvement Authorizations	Ordinance Date	BALANCE DECEMBER 31, 2016	2017 AUTHORIZED	FUNDED BY BUDGET APPROPRIATION	GRANT RECEIPTS	BALANCE DECEMBER 31, 2017	Analysis of Balance	
							EXPENDITURES	UNEXPENDED IMPROVEMENT AUTHORIZATIONS
06-03 Beach Replenishment	03/31/06	\$ 147,862.64	\$ -	\$ -	\$ -	\$ 147,862.64	\$ -	\$ 147,862.64
06-15 Beach Replenishment	11/30/06	332,500.00	-	-	-	332,500.00	-	332,500.00
11-03 Acquisition of Trash Truck	05/11/11	32,000.00	-	-	-	32,000.00	-	32,000.00
12-06 Removal of Underground Storage Tank	10/31/12	2,857.91	-	2,857.91	-	-	-	-
13-05 Acquisition of Trash Truck	10/09/13	29,231.00	-	-	-	29,231.00	-	29,231.00
13-06 Acquisition of a Beach Rake	10/09/13	13,997.36	-	-	-	13,997.36	-	13,997.36
14-05 Acquisition of Fire Apparatus & Related Equipment	09/10/14	330,000.00	-	200,000.00	-	130,000.00	92,647.33	37,352.67
15-03 Replacement/Repair of Various Bulkheads	03/11/15	62,000.00	-	-	-	62,000.00	-	62,000.00
15-08 Reconstruction/Resurfacing of Various Streets	10/14/15	403,750.00	-	-	243,750.00	160,000.00	-	160,000.00
16-06 Reconstruction/Resurfacing of Various Streets	06/08/16	285,000.00	-	-	-	285,000.00	4,766.29	280,233.71
17-07 Reconstruction/Resurfacing of Various Streets	07/12/17	-	356,250.00	-	-	356,250.00	-	356,250.00
		\$ 1,639,198.91	\$ 356,250.00	\$ 202,857.91	\$ 243,750.00	\$ 1,548,841.00	\$ 97,413.62	\$ 1,451,427.38

**BOROUGH OF SURF CITY  
GENERAL CAPITAL FUND  
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS  
YEAR ENDED DECEMBER 31, 2017**

Improvement Authorizations	Ordinance Date	Ordinance Amount	Balance December 31, 2016		2017 Authorizations	Expended	Balance December 31, 2017	
			Funded	Unfunded			Funded	Unfunded
06-03 Beach Replenishment	03/31/06	\$ 500,000.00	\$ -	\$ 147,862.64	\$ -	\$ -	\$ -	\$ 147,862.64
06-15 Beach Replenishment	11/30/06	350,000.00	17,360.00	332,500.00	-	-	17,360.00	332,500.00
11-03 Acquisition of Trash Truck	05/11/11	200,000.00	-	32,000.00	-	-	-	32,000.00
13-05 Acquisition of Trash Truck	10/09/13	200,000.00	-	29,231.00	-	-	-	29,231.00
13-06 Acquisition of a Beach Rake	10/09/13	65,000.00	-	13,997.36	-	-	-	13,997.36
14-05 Acquisition of Fire Apparatus & Related Equipment	09/10/14	800,000.00	-	37,352.67	-	-	-	37,352.67
15-03 Replacement/Repair of Various Bulkheads	03/11/15	100,000.00	28,536.02	62,000.00	-	3,903.40	24,632.62	62,000.00
15-04 Rehabilitation of DPW Facilities	03/11/15	450,000.00	344,072.92	-	-	9,925.59	334,147.33	-
15-05 Resurfacing of Various Roads	03/11/15	300,000.00	258,378.71	-	-	44,382.11	213,996.60	-
15-08 Reconstruction/Resurfacing of Various Streets	10/14/15	425,000.00	21,250.00	403,750.00	-	6,865.85	258,134.15	160,000.00
15-09 Removal of Underground Storage Tank/Monitoring	12/09/15	50,000.00	46,457.91	-	-	18,862.84	27,595.07	-
16-06 Reconstruction/Resurfacing of Various Streets	06/08/16	300,000.00	15,000.00	285,000.00	-	19,766.29	-	280,233.71
17-07 Reconstruction/Resurfacing of Various Streets	07/12/17	375,000.00	-	-	375,000.00	16,864.20	1,885.80	356,250.00
			\$ 731,055.56	\$ 1,343,693.67	\$ 375,000.00	\$ 120,570.28	\$ 877,751.57	\$ 1,451,427.38
			Deferred Charges - Unfunded		\$ 356,250.00			
			Capital Improvement Fund		18,750.00			
					<u>\$ 375,000.00</u>			

**BOROUGH OF SURF CITY  
GENERAL CAPITAL FUND  
SCHEDULE OF CAPITAL IMPROVEMENT FUND  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 836,682.50
Increased By:	
2017 Budget Appropriation	<u>50,000.00</u>
	886,682.50
Decreased By:	
Utilized To Finance Improvement Authorizations	<u>18,750.00</u>
Balance, December 31, 2017	<u><u>\$ 867,932.50</u></u>



**BOROUGH OF SURF CITY  
GENERAL CAPITAL FUND  
SCHEDULE OF VARIOUS RESERVES  
YEAR ENDED DECEMBER 31, 2017**

	BALANCE DECEMBER 31, <u>2017 and 2016</u>
Reserve for Debt Service	\$ 36,683.33
Reserve for Purchase of Lifeguard Boat	<u>7,500.00</u>
	<u><u>\$ 44,183.33</u></u>

**BOROUGH OF SURF CITY  
GENERAL CAPITAL FUND  
SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED  
YEAR ENDED DECEMBER 31, 2017**

Ordinance Date	<u>Improvement Authorizations</u>	BALANCE		2017		BALANCE DECEMBER 31, 2017
		DECEMBER 31, 2016		AUTHORIZATIONS	DECREASED	
03/31/06	Beach Replenishment	\$ 147,862.64	\$	-	-	\$ 147,862.64
11/30/06	Beach Replenishment	332,500.00		-	-	332,500.00
05/11/11	Acquisition of Trash Truck	32,000.00		-	-	32,000.00
10/31/12	Removal of Underground Diesel Storage Tank	2,857.91		-	2,857.91	-
10/09/13	Acquisition of Trash Truck	29,231.00		-	-	29,231.00
10/09/13	Acquisition of a Beach Rake	13,997.36		-	-	13,997.36
09/10/14	Acquisition of Fire Apparatus & Related Equipment	330,000.00		-	200,000.00	130,000.00
03/11/15	Replacement/Repair of Various Bulkheads	62,000.00		-	-	62,000.00
10/14/15	Reconstruction/Resurfacing of Various Streets	403,750.00		-	243,750.00	160,000.00
06/08/16	Reconstruction/Resurfacing of Various Streets	285,000.00		-	-	285,000.00
07/12/17	Reconstruction/Resurfacing of Various Streets	-		356,250.00	-	356,250.00
		<u>\$ 1,639,198.91</u>	<u>\$</u>	<u>356,250.00</u>	<u>\$ 446,607.91</u>	<u>\$ 1,548,841.00</u>
Grants Received			\$		243,750.00	
Funded By Budget Appropriations					<u>202,857.91</u>	
			\$		<u>446,607.91</u>	

**WATER/SEWER UTILITY FUND**

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**BOROUGH OF SURF CITY**  
**WATER/SEWER UTILITY OPERATING FUND**  
**SCHEDULE OF CASH - TREASURER**  
**YEAR ENDED DECEMBER 31, 2017**

	<u>OPERATING</u>	<u>CAPITAL</u>
Balance, December 31, 2016	\$ 1,516,363.09	\$ 435,892.98
Increased By Receipts:		
Miscellaneous Revenue Not Anticipated	\$ 92,489.17	\$ -
Fire Hydrant Service	118,400.00	-
Water/Sewer Rents Receivable	1,711,457.08	-
Prepaid Rents	14,890.68	-
Capital Improvement Fund	-	25,000.00
Budget Appropriations - Deferred Charges	-	50,000.00
Due To/From Current Fund	29,462.38	-
Due From Trust - Other Fund	26,801.56	-
Due From Utility Capital Fund	1,407.65	-
Due To/From Utility Operating Fund	-	73,005.98
	<u>1,994,908.52</u>	<u>148,005.98</u>
	3,511,271.61	583,898.96
Decreased By Disbursements:		
2017 Budget Appropriations	1,923,925.04	-
2016 Appropriation Reserves	60,692.06	-
Due From Trust - Other Fund	1,324.46	-
Due To Utility Capital Fund	71,409.63	-
Due To Utility Operating Fund	-	1,407.65
Improvement Authorization	-	25,780.50
	<u>2,057,351.19</u>	<u>27,188.15</u>
Balance, December 31, 2017	<u><u>\$ 1,453,920.42</u></u>	<u><u>\$ 556,710.81</u></u>

**BOROUGH OF SURF CITY**  
**WATER/SEWER UTILITY CAPITAL FUND**  
**SCHEDULE OF ANALYSIS OF WATER/SEWER UTILITY CAPITAL FUND CASH**  
**YEAR ENDED DECEMBER 31, 2017**

		BALANCE <u>DECEMBER 31, 2017</u>
Capital Improvement Fund		\$ 474,565.51
Due To Utility Operating Fund		188.70
Fund Balance		7,476.47
<u>Ordinance</u>	<u>Improvement Authorizations</u>	
<u>Number</u>		
09-07	Improvements to Water/Sewer System	<u>74,480.13</u>
		<u><u>\$ 556,710.81</u></u>

**BOROUGH OF SURF CITY  
WATER/SEWER UTILITY OPERATING FUND  
SCHEDULE OF WATER/SEWER RENTS  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$ 46,272.03
Increased By:		
2017 Billings		<u>1,722,100.17</u>
		1,768,372.20
Decreased By:		
Cash Collections	\$ 1,711,457.08	
Prepaid Rents Applied	<u>14,168.35</u>	
		<u>1,725,625.43</u>
Balance, December 31, 2017		<u><u>\$ 42,746.77</u></u>

**BOROUGH OF SURF CITY  
SCHEDULE OF FIXED CAPITAL  
YEAR ENDED DECEMBER 31, 2017**

	Balance, December 31, <u>2016</u>	<u>Additions</u>	Balance, December 31, <u>2017</u>
Water Fund:			
Land	\$ 5,623.38	\$ -	\$ 5,623.38
Springs and Wells	1,144,757.56	25,780.50	1,170,538.06
Pumping Station & Equipment	169,915.01	-	169,915.01
Distribution Mains & Accessories	898,285.92	23,050.00	921,335.92
Meters & Accessories	96,475.00	-	96,475.00
Garage & Storage Building	72,384.87	-	72,384.87
Tower, Standpipe & Storage Tanks	2,296,164.07	25,000.00	2,321,164.07
Fire Hydrants	49,213.51	-	49,213.51
Trucks & Other Equipment	137,923.47	43,316.00	181,239.47
Water Plant & Equipment	578,742.57	-	578,742.57
Office Facilities	13,938.13	-	13,938.13
Computer System	8,973.23	-	8,973.23
Sewer Fund:			
Collection System	1,600,045.63	-	1,600,045.63
Landscaping	2,774.20	-	2,774.20
Meters & Accessories	6,573.45	-	6,573.45
Trucks & Other Equipment	194,081.11	7,334.71	201,415.82
Garage & Storage Building	74,202.32	-	74,202.32
Office Facilities	13,938.12	-	13,938.12
Computer System	8,503.25	-	8,503.25
	<u>\$ 7,372,514.80</u>	<u>\$ 124,481.21</u>	<u>\$ 7,496,996.01</u>

Transfer from Fixed Capital Authorized & Uncompleted	\$ 25,780.50
Transfer from Capital Outlay	<u>98,700.71</u>
	<u><u>\$ 124,481.21</u></u>



**BOROUGH OF SURF CITY**  
**WATER/SEWER UTILITY CAPITAL FUND**  
**SCHEDULE OF FIXED CAPITAL AUTHORIZED AND UNCOMPLETED**  
**YEAR ENDED DECEMBER 31, 2017**

<u>Ordinance Number</u>	<u>Purpose</u>	<u>ORDINANCE</u>		<u>BALANCE</u>	<u>TRANSFERRED</u>	<u>BALANCE</u>
		<u>DATE</u>	<u>AMOUNT</u>	DECEMBER 31, 2016	TO FIXED CAPITAL	DECEMBER 31, 2017
09-07	Improvements to Water/Sewer System	8/31/09	\$ 700,000.00	\$ 660,260.63	\$ 25,780.50	\$ 634,480.13
				\$ 660,260.63	\$ 25,780.50	\$ 634,480.13

**BOROUGH OF SURF CITY**  
**WATER/SEWER UTILITY OPERATING FUND**  
**SCHEDULE OF 2016 APPROPRIATION RESERVES**  
**YEAR ENDED DECEMBER 31, 2017**

<u>Appropriation</u>	<u>BALANCE DECEMBER 31, 2016</u>	<u>BALANCE AFTER TRANSFERS</u>	<u>EXPENDED</u>	<u>BALANCE LAPSED</u>
Operating:				
Salaries and Wages	\$ 75,754.47	\$ 75,754.47	\$ -	\$ 75,754.47
Other Expenses	265,752.49	282,410.62	17,376.06	265,034.56
Capital Improvements:				
Capital Outlay	26,684.00	70,000.00	43,316.00	26,684.00
Statutory Expenditures:				
Contribution To:				
Social Security System (O.A.S.I.)	12,955.78	12,955.78	-	12,955.78
Defined Contribution Retirement Plan	786.00	786.00	-	786.00
Unemployment Compensation Insurance	2,945.71	2,945.71	-	2,945.71
	<u>\$ 384,878.45</u>	<u>\$ 444,852.58</u>	<u>\$ 60,692.06</u>	<u>\$ 384,160.52</u>
Appropriation Reserves	\$ 384,878.45			
Encumbrances Payable	<u>59,974.13</u>			
	<u>\$ 444,852.58</u>			
Cash Disbursements			<u>\$ 60,692.06</u>	
			<u>\$ 60,692.06</u>	

**BOROUGH OF SURF CITY  
WATER/SEWER UTILITY OPERATING FUND  
SCHEDULE OF ENCUMBRANCES PAYABLE  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 59,974.13
Increased By:	
Current Appropriations	<u>26,108.37</u>
	86,082.50
Decreased By:	
Transferred To Appropriation Reserves	<u>59,974.13</u>
Balance, December 31, 2017	<u><u>\$ 26,108.37</u></u>

**BOROUGH OF SURF CITY  
WATER/SEWER UTILITY OPERATING FUND  
SCHEDULE OF PREPAID RENTS  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 14,168.35
Increased By:	
Cash Receipts	<u>14,890.68</u>
	29,059.03
Decreased By:	
Applied To Rents Receivable	<u>14,168.35</u>
Balance, December 31, 2017	<u><u>\$ 14,890.68</u></u>

**BOROUGH OF SURF CITY  
WATER/SEWER UTILITY OPERATING FUND  
SCHEDULE OF ACCOUNTS PAYABLE  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016 and 2017

\$ 8,681.52

**BOROUGH OF SURF CITY**  
**WATER/SEWER UTILITY OPERATING FUND**  
**SCHEDULE OF DUE FROM/(TO) WATER/SEWER UTILITY CAPITAL FUND**  
**YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$ (71,409.63)
Increased By:		
Interest Earned in Water/Sewer Utility Capital Fund	\$ 1,596.35	
Cash Disbursements	<u>71,409.63</u>	
		<u>73,005.98</u>
		1,596.35
Decreased By:		
Cash Receipts		<u>1,407.65</u>
Balance, December 31, 2017		<u><u>\$ 188.70</u></u>

**BOROUGH OF SURF CITY**  
**WATER/SEWER UTILITY CAPITAL FUND**  
**SCHEDULE OF BOND ANTICIPATION NOTES**  
**YEAR ENDED DECEMBER 31, 2017**

<u>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, 2016</u>	<u>INCREASED</u>	<u>DECREASED</u>	<u>BALANCE DECEMBER 31, 2017</u>
2009-05	* Improvements to Water & Sewer System	05/15/12	05/15/16	05/15/17	0.00%	\$ 125,000.00	\$ -	\$ 125,000.00	\$ -
						<u>\$ 125,000.00</u>	<u>\$ -</u>	<u>\$ 125,000.00</u>	<u>\$ -</u>

\* - Purchased by Municipality

**BOROUGH OF SURF CITY**  
**WATER/SEWER UTILITY CAPITAL FUND**  
**SCHEDULE OF IMPROVEMENT AUTHORIZATIONS**  
**YEAR ENDED DECEMBER 31, 2017**

<u>Ordinance Number</u>	<u>Purpose</u>	<u>Ordinance</u>		<u>Balance</u> December 31, 2016		<u>Paid or</u> Charged		<u>Balance</u> December 31, 2017	
		<u>Date</u>	<u>Amount</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Charged</u>		<u>Funded</u>	<u>Unfunded</u>
09-07	Improvements to Water/Sewer System	08/31/09	\$ 700,000.00	\$ -	\$ 660,260.63	\$ 25,780.50	\$ -	\$ -	\$ 634,480.13



**BOROUGH OF SURF CITY  
WATER/SEWER UTILITY CAPITAL FUND  
SCHEDULE OF CAPITAL IMPROVEMENT FUND  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 449,565.51
Increased By:	
2017 Budget Appropriations	<u>25,000.00</u>
Balance, December 31, 2017	<u><u>\$ 474,565.51</u></u>

**BOROUGH OF SURF CITY  
WATER/SEWER UTILITY CAPITAL FUND  
SCHEDULE OF RESERVE FOR AMORTIZATION  
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$ 7,297,775.43
Increased By:		
Bond Anticipation Notes Paid	\$ 125,000.00	
Capital Outlay in Operating Fund Budget	98,700.71	
Funding of Costs of Improvements Authorized By Budget	50,000.00	
		<u>273,700.71</u>
Balance, December 31, 2017		<u><u>\$ 7,571,476.14</u></u>

**BOROUGH OF SURF CITY**  
**WATER/SEWER UTILITY CAPITAL FUND**  
**SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED**  
**YEAR ENDED DECEMBER 31, 2017**

Ordinance Number	Purpose	BALANCE DECEMBER 31,		BALANCE DECEMBER 31,
		<u>2016</u>	<u>DECREASED</u>	<u>2017</u>
2009-07	Improvements to Water & Sewer System	\$ 610,000.00	\$ 50,000.00	\$ 560,000.00
		<u>\$ 610,000.00</u>	<u>\$ 50,000.00</u>	<u>\$ 560,000.00</u>

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**GENERAL FIXED ASSETS ACCOUNT GROUP**

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**BOROUGH OF SURF CITY**  
**GENERAL FIXED ASSETS ACCOUNT GROUP**  
**SCHEDULE OF GENERAL FIXED ASSETS**  
**YEAR ENDED DECEMBER 31, 2017**

	BALANCE DECEMBER 31, <u>2016</u>	<u>ADDITIONS</u>	<u>DELETIONS</u>	BALANCE DECEMBER 31, <u>2017</u>
Land	\$ 748,506.36	\$ -	\$ -	\$ 748,506.36
Buildings	839,927.80	72,895.11	-	912,822.91
Equipment	578,888.59	22,004.13	1,200.00	599,692.72
Motor Vehicles	2,783,618.10	154,386.97	237,401.00	2,700,604.07
	<u>\$ 4,950,940.85</u>	<u>\$ 249,286.21</u>	<u>\$ 238,601.00</u>	<u>\$ 4,961,626.06</u>

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**LENGTH OF SERVICE AWARDS PROGRAM FUND**

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**BOROUGH OF SURF CITY**  
**LENGTH OF SERVICE AWARDS PROGRAM FUND ("LOSAP")**  
**SCHEDULE OF INVESTMENTS**  
**YEAR ENDED DECEMBER 31, 2017**  
**(Unaudited)**

Balance, December 31, 2016			\$ 673,103.33
Increased By:			
Borough Contributions	\$ 51,750.00		
Appreciation on Investments	94,907.60		
			<u>146,657.60</u>
			819,760.93
Decreased By:			
Withdrawals	58,861.86		
Accounting Charges	1,795.55		
			<u>60,657.41</u>
Balance, December 31, 2017			<u><u>\$ 759,103.52</u></u>

**BOROUGH OF SURF CITY**  
**LENGTH OF SERVICE AWARDS PROGRAM FUND ("LOSAP")**  
**SCHEDULE OF MISCELLANEOUS RESERVES**  
**YEAR ENDED DECEMBER 31, 2017**  
**(Unaudited)**

Balance, December 31, 2016		\$ 673,103.33
Increased By:		
Borough Contributions	\$ 51,750.00	
Appreciation on Investments	94,907.60	
	<u>                    </u>	<u>146,657.60</u>
		819,760.93
Decreased By:		
Withdrawals	58,861.86	
Accounting Charges	1,795.55	
	<u>                    </u>	<u>60,657.41</u>
Balance, December 31, 2017		<u><u>\$ 759,103.52</u></u>

**BOROUGH OF SURF CITY**

**PART II**

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

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

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**BOROUGH OF SURF CITY**  
**SCHEDULE OF FINANCIAL STATEMENT FINDINGS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

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 SURF CITY**  
**SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS**  
**FOR THE YEAR ENDED DECEMBER 31, 2017**

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.



**BOROUGH OF SURF CITY**

**PART III**

**LETTER OF COMMENTS AND RECOMMENDATIONS – REGULATORY BASIS**

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

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## OFFICIALS IN OFFICE AND SURETY BONDS

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

<u>Name</u>	<u>Title</u>
Francis R. Hodgson, Sr.	Mayor
John H. Klose	Councilmember
John G. Hadash III	Councilmember
William D. Hodgson	Councilmember
Peter M. Hartney	Councilmember
James B. Russell	Councilmember
Jacqueline Siciliano	Councilmember
Mary P. Madonna	Borough Administrator
	Municipal Clerk
	Assessment Search Officer
	Registrar of Vital Statistics
Michael Gross	Chief Financial Officer
	Treasurer of Water/Sewer Rents
James A. Liguori	Municipal Court Judge
Constance Motter	Court Administrator
Walter R. Higgins, Jr.	Assessor
Christopher J. Connors, Esq.	Solicitor
Frank Little	Engineer

All employees are covered by a Blanket Bond of \$1,000,000, of which \$950,000 is provided as part of the Ocean County Joint Insurance Fund and \$50,000 through the Municipal Excess Liability Joint Insurance Fund.

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Honorable Mayor and Members  
of the Borough Council  
Borough of Surf City  
County of Ocean  
Surf City, New Jersey

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

#### **GENERAL COMMENTS:**

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

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

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

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

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

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

## **Collection of Interest on Delinquent Taxes and Assessments**

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

The governing body on January 3, 2017 adopted the following resolution authorizing interest to be charged on delinquent taxes:

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

*BE IT FURTHER RESOLVED, by the Borough Council of the Borough of Surf City, 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 Surf City, 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.

Kevin P. Frenia  
Certified Public Accountant  
Registered Municipal Accountant  
RMA No. 435

Toms River, New Jersey  
June 29, 2018

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