

**BOROUGH OF HARVEY CEDARS
AUDIT REPORT FOR THE YEAR
ENDED DECEMBER 31, 2017**

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COUNTY OF OCEAN, NEW JERSEY
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COUNTY OF OCEAN, NEW JERSEY
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**BOROUGH OF HARVEY CEDARS
COUNTY OF OCEAN**

PART I

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

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INDEPENDENT AUDITOR'S REPORT

Honorable Mayor and Members
of the Board of Commissioners
Borough of Harvey Cedars
County of Ocean
Harvey Cedars, 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 Harvey Cedars 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 Harvey Cedars 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 various 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 and letter of comments and recommendations section are presented for purposes of additional analysis as required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey and are not a required part of the basic financial statements.

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

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

Other Reporting Required by *Government Auditing Standards*

In accordance with Government Auditing Standards, we have also issued our report dated May 16, 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.

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

Toms River, New Jersey
May 16, 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 Board of Commissioners
Borough of Harvey Cedars
County of Ocean
Harvey Cedars, 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 Harvey Cedars, 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 May 16, 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 and therefore, material weaknesses or significant deficiencies may exist that were not identified. We did identify one deficiency in internal control, described in the

accompanying schedule of findings and questioned costs that we consider to be a material weakness as Finding No. 2017-001.

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 one instance 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 and which is described in the accompanying schedule of findings and questioned costs as Finding No. 2017-001.

We also noted certain other matters that are not required to be reported under Governmental Auditing Standards, that we reported to management in the accompanying letter of comments and recommendations section of this report as required by the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

Borough of Harvey Cedars's Response to Findings

The Borough of Harvey Cedars's response to the findings identified in our audit is described in the accompanying schedule of findings and questioned costs. The Borough's response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

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

Respectfully Submitted,

HOLMAN FRENIA ALLISON, P.C.

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

Toms River, New Jersey
May 16, 2018

BASIC FINANCIAL STATEMENTS

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BOROUGH OF HARVEY CEDARS
CURRENT FUND
STATEMENT OF ASSETS, LIABILITIES, RESERVES AND
FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2017 AND 2016

	Ref.	2017	2016
ASSETS			
Regular Fund:			
Cash:			
Treasurer	A-4	\$ 6,147,799.85	\$ 3,596,562.74
Change Fund	A	200.00	200.00
Total		6,147,999.85	3,596,762.74
Other Receivable:			
Due from State of NJ - Senior Citizens' and Veterans Deductions	A-5	500.00	750.00
Receivables & Other Assets With Full Reserves:			
Taxes Receivable	A-6	99,099.02	49,346.80
Due from Federal & State Grant Fund	A-20	77,918.76	-
Due from Animal Control Trust Fund	B	25.00	-
Due From Payroll Trust Fund	B	10,000.00	10,000.00
Due From Utility Operating Fund	D	53,052.00	53,052.00
Revenue Accounts Receivable	A-8	1,282.72	3,427.24
Total Receivables & Other Assets With Full Reserves		241,377.50	115,826.04
Deferred Charges:			
Special Emergency - Authorization (N.J.S. 40A:4-55)	A-10	-	99,524.80
		-	99,524.80
Total Regular Funds		6,389,877.35	3,812,863.58
Federal & State Grants:			
Cash	A-4	27,066.96	20,529.38
Federal and State Grants Receivable	A-21	175,811.23	331,083.43
Due From Current Fund		-	11,062.70
Due From General Capital Fund	C	75,553.90	-
Due From Utility Operating Fund	D	7,540.00	7,540.00
Total State & Federal Grants		285,972.09	370,215.51
Total Assets		\$ 6,675,849.44	\$ 4,183,079.09

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

BOROUGH OF HARVEY CEDARS
CURRENT FUND
STATEMENT OF ASSETS, LIABILITIES, RESERVES AND
FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2017 AND 2016

	Ref.	2017	2016
LIABILITIES RESERVES & FUND BALANCE			
Regular Fund:			
Liabilities:			
Appropriation Reserves	A-3	\$ 242,928.46	\$ 339,686.53
Encumbrances Payable	A-11	90,512.50	138,955.23
Accounts Payable	A-24	14,784.74	-
Due to General Capital Fund	C	440,985.30	-
Due to Utility Capital	D	145,891.13	68,000.00
Due to Federal and State Grant Fund		-	11,062.70
Due to State and Local Agencies	A-12	30,309.65	16,461.31
Tax Overpayments	A-13	2,244.57	3.23
Prepaid Taxes	A-14	2,018,446.56	145,324.42
County Taxes Payable	A-15	58,120.68	29,270.26
Due Municipal Open Space Trust Fund	A-16	125,504.13	-
Regional School Tax Payable	A-17	151,835.31	7,234.81
Regional High School Tax Payable	A-18	1,260,230.85	1,461,291.35
Various Reserves	A-19	140,036.85	140,036.85
Subtotal Regular Fund		4,721,830.73	2,357,326.69
Reserve for Receivables & Other Assets	A	241,377.50	115,826.04
Fund Balance	A-1	1,426,669.12	1,339,710.85
Total Regular Fund		6,389,877.35	3,812,863.58
Federal and State Grant Fund:			
Encumbrances Payable		-	25,311.12
Due to Current Fund	A-20	77,918.76	-
Reserve for Grants Expenditures:			
Appropriated	A-22	196,193.47	340,253.01
Unappropriated	A-23	11,859.86	4,651.38
Total State & Federal Grants		285,972.09	370,215.51
Total Liabilities, Reserves & Fund Balance		\$ 6,675,849.44	\$ 4,183,079.09

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

BOROUGH OF HARVEY CEDARS
CURRENT FUND
STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE -
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2017 AND 2016

	2017	2016
Revenue and Other Income Realized:		
Fund Balance Utilized	\$ 568,000.00	\$ 375,000.00
Miscellaneous Revenue Anticipated	793,410.19	1,484,553.95
Receipts From Delinquent Taxes	58,034.85	58,348.49
Non-Budget Revenue	249,732.67	82,546.51
Receipts From Current Taxes	11,833,052.05	12,258,528.50
Other Credits To Income:		
Unexpended Balance of Appropriation		
Reserves	253,868.07	181,134.81
Cancellation of Prior Year Encumbrances	7,789.33	-
Prior Year Prepaid Taxes Recognized	-	11,740.69
Total Revenues	<u>13,763,887.16</u>	<u>14,451,852.95</u>
Expenditures:		
Budget Appropriations Within "CAPS":		
Operations:		
Salaries and Wages	1,797,247.85	1,774,357.00
Other Expenses	1,091,605.12	1,095,283.00
Deferred Charges and Statutory		
Expenditures	397,246.85	366,636.00
Appropriations Excluded From "CAPS":		
Operations:		
Other Expenses	275,058.93	318,585.33
Capital Improvements	461,500.00	271,000.00
Municipal Debt Service	193,736.56	835,574.00
Deferred Charges	99,524.80	99,524.80
County Taxes	5,039,708.21	5,169,742.14
County Share of Added Taxes	58,120.68	29,270.26
Regional School Tax	562,426.00	546,450.00
Regional High School Tax	2,928,056.00	3,444,168.00
Municipal Open Space Tax	125,504.13	-
Prior Year Deductions Disallowed	1,250.00	-
Interfunds Created	77,943.76	63,052.00
Refund of Prior Year Revenue	-	14,948.00
Total Expenditures	<u>13,108,928.89</u>	<u>14,028,590.53</u>
Statutory Excess To Fund Balance	654,958.27	423,262.42
Fund Balance, January 1	<u>1,339,710.85</u>	<u>1,291,448.43</u>
	1,994,669.12	1,714,710.85
Decreased By:		
Utilized as Anticipated Revenue	<u>568,000.00</u>	<u>375,000.00</u>
Fund Balance, December 31	<u><u>\$ 1,426,669.12</u></u>	<u><u>\$ 1,339,710.85</u></u>

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

BOROUGH OF HARVEY CEDARS
CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2017

	<u>Budget</u>	<u>Budget Amendments</u>	<u>Realized</u>	<u>Excess/ (Deficit)</u>
Fund Balance Anticipated	\$ 568,000.00	\$ -	\$ 568,000.00	\$ -
Miscellaneous Revenues:				
Licenses:				
Alcoholic Beverages	4,650.00	-	4,650.00	-
Fees and Permits	24,386.00	-	30,999.00	6,613.00
Fines and Costs:				
Municipal Court	40,821.49	-	35,062.98	(5,758.51)
Interest and Costs on Taxes	23,105.22	-	18,389.88	(4,715.34)
Beach Badge Fees	248,002.00	-	252,544.00	4,542.00
Rents	121,989.22	-	130,822.60	8,833.38
Energy Receipts Tax	105,628.00	-	105,628.00	-
Uniform Construction Code Fees	40,527.00	-	60,954.00	20,427.00
FEMA - Superstorm Sandy 2012	99,525.00	-	99,524.80	(0.20)
Clean Communities Program	-	5,602.48	5,602.48	-
COPS in Shops	-	2,400.00	2,400.00	-
JIF Police Accreditation Program	-	7,500.00	7,500.00	-
Recycling Tonnage Grant	4,651.38	-	4,651.38	-
966 Reimbursement Program	-	12,585.60	12,585.60	-
Alcohol Education and Rehabilitation	-	257.36	257.36	-
Body Armor Fund	-	1,223.11	1,223.11	-
NJ DOT - Safe Routes to Schools	-	9,615.00	9,615.00	-
Drive Sober or Get Pulled Over/Drink, Drive, Lose	-	5,500.00	5,500.00	-
Distracted Driving Crackdown	5,500.00	-	5,500.00	-
	718,785.31	44,683.55	793,410.19	29,941.33
Receipts From Delinquent Taxes	49,346.80	-	58,034.85	8,688.05
Amount to be Raised by Taxes for Support of Municipal Budget:				
Local Tax for Municipal Purposes	3,185,104.65	-	3,369,237.03	184,132.38
Budget Totals	4,521,236.76	44,683.55	4,788,682.07	222,761.76
Non-Budget Revenue	-	-	249,732.67	249,732.67
	\$ 4,521,236.76	\$ 44,683.55	\$ 5,038,414.74	\$ 472,494.43

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

BOROUGH OF HARVEY CEDARS
CURRENT FUND
STATEMENT OF REVENUES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2017

Analysis of Realized Revenue

Allocation of Current Tax Collection:	
Revenue from Collections	\$ 11,833,052.05
Allocated to School, County, and Municipal Open Space Taxes	<u>8,713,815.02</u>
Balance for Support of Municipal Budget	3,119,237.03
Add:	
Appropriation for Uncollected Taxes	<u>250,000.00</u>
Balance for Support of Municipal Budget	<u><u>\$ 3,369,237.03</u></u>

Miscellaneous Revenue Not Anticipated:

Copies	\$ 42.25
Tax Searches	30.00
Resale CO's	4,050.00
Assessor Lists	230.00
Plumbing/Fire Fees	4,791.20
Sale of Asset	25,114.14
Re-Entry Passes	50.00
Returned Check Fee	20.00
Tax Costs of Sale	1,707.43
Miscellaneous	14,097.52
Payment in Lieu of Taxes	20,890.28
Interest Income	11,382.21
Police Off-Duty Employment Administrative Fees	7,571.64
Certified Copies	215.00
Yard Sale Permits	65.00
Street Openings	5,700.00
Police Discovery	188.06
FEMA Proceeds	134,766.11
Administration Fee:	
Homestead Rebate Mailing Reimbursement	33.00
Senior Citizens' and Veterans'	120.00
TV Cable Franchise Fees	12,039.33
Public Property Use Fee	1,582.50
Bid Specs	2,900.00
MV Inspection Fines	<u>2,147.00</u>
	<u><u>\$ 249,732.67</u></u>

Fees and Permits:

Marriage Licenses - Municipal Share	\$ 6.00
Certificate of Occupancy	598.00
Tennis Court Fees	3,425.00
Land Use Board App Fee	6,000.00
Beach Buggy Permits	5,550.00
Zoning Permits	11,970.00
Police Vendor Permits	3,050.00
Boat Permits	<u>400.00</u>
	<u><u>\$ 30,999.00</u></u>

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

	Appropriations					Cancelled
	Original Budget	Budget After Modifications	Paid or Charged			
			Paid	Encumbered	Reserved	
General Appropriations Operations - Within "CAPS"						
GENERAL GOVERNMENT						
Department of Public Affairs and Safety						
Director's Office:						
Salaries and Wages	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ -	\$ -	\$ -
Other Expenses	3,500.00	3,500.00	3,402.95	-	97.05	
Administrator:						
Salaries and Wages	10,000.00	10,000.00	10,000.00	-	-	-
Municipal Clerk:						
Salaries and Wages	67,862.00	67,862.00	65,370.33	-	2,491.67	
Other Expenses	12,000.00	12,000.00	10,873.04	116.47	1,010.49	
Legal Services and Costs:						
Other Expenses	20,000.00	15,000.00	12,260.53	-	2,739.47	
Municipal Land Use Law (N.J.S.A. 40:55D-1):						
Board of Adjustment:						
Salaries and Wages	19,278.00	20,778.00	20,778.00	-	-	
Other Expenses	9,000.00	9,000.00	7,795.45	-	1,204.55	
Zoning Enforcement						
Other Expenses	1,000.00	1,000.00	751.03	248.97	-	
Police Department:						
Salaries and Wages	886,928.07	886,928.07	878,929.41	-	7,998.66	
Other Expenses	85,833.00	85,833.00	55,884.40	19,096.73	10,851.87	
Office of Emergency Management:						
Salaries and Wages	3,000.00	3,000.00	-	-	3,000.00	
Other Expenses	3,000.00	3,000.00	1,396.79	1,500.00	103.21	
Fire:						
Aid To Volunteer Fire Company	12,000.00	12,000.00	12,000.00	-	-	
First Aid Organization Contribution	9,500.00	9,500.00	9,500.00	-	-	
Municipal Prosecutor's Office:						
Other Expenses	6,600.00	6,600.00	6,600.00	-	-	
Contribution To Senior Citizen Center	1,500.00	1,500.00	1,500.00	-	-	

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

BOROUGH OF HARVEY CEDARS
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2017

	<u>Appropriations</u>		<u>Paid or Charged</u>			<u>Cancelled</u>
	<u>Original Budget</u>	<u>Budget After Modifications</u>	<u>Paid</u>	<u>Encumbered</u>	<u>Reserved</u>	
GENERAL GOVERNMENT (continued)						
Lifeguards:						
Salaries and Wages	288,468.24	288,468.24	270,572.88	-	17,895.36	-
Other Expenses	22,897.12	22,897.12	21,149.26	111.96	1,635.90	-
Beach Operations						
Salaries and Wages	23,347.00	20,147.00	20,068.21	-	78.79	-
Other Expenses	6,500.00	6,500.00	6,286.66	-	213.34	-
Department of Revenue and Finance						
Director's Office:						
Salaries and Wages	7,500.00	7,500.00	7,500.00	-	-	-
Other Expenses	2,000.00	2,000.00	1,930.69	-	69.31	-
Financial Administration:						
Salaries and Wages	40,485.97	41,485.97	39,825.04	-	1,660.93	-
Other Expenses	6,250.00	6,250.00	6,210.01	39.99	-	-
Audit Services	30,447.00	30,447.00	17,750.00	-	12,697.00	-
Collector of Taxes:						
Salaries and Wages	50,450.59	51,450.59	51,450.59	-	-	-
Other Expenses	4,000.00	4,000.00	3,960.00	40.00	-	-
Tax Assessment Administration:						
Salaries and Wages	20,031.78	20,031.78	20,031.78	-	-	-
Other Expenses	7,000.00	500.00	452.78	-	47.22	-
Department of Public Works, Parks, and Public Property						
Director's Office:						
Salaries and Wages	7,500.00	7,500.00	7,500.00	-	-	-
Other Expenses	2,000.00	7,000.00	6,940.46	-	59.54	-
Engineering Services and Costs:						
Other Expenses	16,000.00	22,500.00	17,574.64	-	4,925.36	-
Road Repair and Maintenance:						
Salaries and Wages	287,172.00	303,672.00	303,204.53	-	467.47	-
Other Expenses	35,000.00	23,200.00	15,965.97	6,453.08	780.95	-
Garbage and Trash Removal:						
Other Expenses	135,000.00	135,000.00	123,750.04	-	11,249.96	-

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

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

	<u>Appropriations</u>		<u>Paid or Charged</u>			<u>Cancelled</u>
	<u>Original Budget</u>	<u>Budget After Modifications</u>	<u>Paid</u>	<u>Encumbered</u>	<u>Reserved</u>	
GENERAL GOVERNMENT (continued)						
Public Buildings and Grounds:						
Other Expenses	75,000.00	75,000.00	44,318.36	15,647.95	15,033.69	-
Vehicle Maintenance:						
Salaries and Wages	41,517.00	33,017.00	8,673.51	-	24,343.49	-
Other Expenses	30,600.00	34,100.00	27,439.55	5,628.20	1,032.25	-
Recreation:						
Salaries and Wages	3,000.00	3,000.00	2,597.06	-	402.94	-
Other Expenses	1,000.00	1,000.00	33.08	-	966.92	-
Park Maintenance:						
Other Expenses	10,400.00	10,400.00	8,927.33	763.07	709.60	-
Beachfront Maintenance:						
Other Expenses	40,000.00	40,000.00	11,766.44	7,620.00	20,613.56	-
Sanitary Landfill:						
Other Expenses	62,730.00	62,730.00	55,709.03	-	7,020.97	-
Special Activity:						
Other Expenses	5,000.00	5,000.00	-	-	5,000.00	-
Municipal Court:						
Salaries and Wages	8,114.00	8,114.00	8,114.00	-	-	-
Other Expenses	2,000.00	2,000.00	2,000.00	-	-	-
Public Defender (P.L. 1997, c.256):						
Other Expenses	3,000.00	3,000.00	550.00	-	2,450.00	-
Insurance (N.J.S.A. 40A:4-45.3(00)):						
General Liability	35,000.00	35,000.00	33,566.94	-	1,433.06	-
Workers Compensation	44,000.00	44,000.00	39,725.82	-	4,274.18	-
Employee Group Health	247,010.00	247,010.00	240,147.41	1,129.58	5,733.01	-
UNIFORM CONSTRUCTION CODE - APPROPRIATIONS						
OFFSET BY DEDICATED REVENUES (N.J.A.C. 5:23-4.17)						
Construction Code Official:						
Salaries and Wages	6,793.20	6,793.20	6,675.38	-	117.82	-
Other Expenses	3,000.00	3,000.00	2,999.55	-	0.45	-

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

BOROUGH OF HARVEY CEDARS
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2017

	<u>Appropriations</u>		<u>Paid or Charged</u>		<u>Cancelled</u>
	<u>Original Budget</u>	<u>Budget After Modifications</u>	<u>Paid</u>	<u>Encumbered</u>	
UNCLASSIFIED					
Electricity	16,892.00	16,892.00	16,146.03	-	745.97
Street Lighting	37,907.00	37,907.00	35,675.84	-	2,231.16
Telecommunications	14,640.00	14,640.00	11,279.13	-	3,360.87
Natural Gas	10,699.00	10,699.00	5,131.91	-	5,567.09
Gasoline	30,000.00	30,000.00	18,325.23	-	11,674.77
Accumulated Leave Compensation	10,000.00	10,000.00	10,000.00	-	-
Total Operations - Within "CAPS"	2,888,852.97	2,888,852.97	2,636,467.07	58,396.00	193,989.90
Detail:					
Salaries and Wages	1,778,947.85	1,797,247.85	1,738,790.72	-	58,457.13
Other Expenses	1,109,905.12	1,091,605.12	897,676.35	58,396.00	135,532.77
Deferred Charges and Statutory Expenditures - Municipal - Within "CAPS"					
Statutory Expenditures:					
Contribution To:					
Public Employees' Retirement System of NJ	77,285.65	77,285.65	77,285.65	-	-
Social Security System (O.A.S.I.)	138,373.20	138,373.20	128,566.91	-	9,806.29
Police and Firemen's Retirement System of NJ	173,805.00	173,805.00	173,805.00	-	-
Unemployment Insurance (N.J.S.A. 43:21-3 et seq.)	7,783.00	7,783.00	7,220.85	-	562.15
Total Deferred Charges and Statutory Expenditures - Municipal - Within "CAPS"	397,246.85	397,246.85	386,878.41	-	10,368.44
Total General Appropriations for Municipal Purposes - Within "CAPS"	3,286,099.82	3,286,099.82	3,023,345.48	58,396.00	204,358.34
Recycling Tax	3,165.00	3,165.00	2,185.26	-	979.74
LOSAP	40,000.00	40,000.00	19,840.00	-	20,160.00

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

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

	<u>Appropriations</u>		<u>Paid or Charged</u>			<u>Cancelled</u>
	<u>Original Budget</u>	<u>Budget After Modifications</u>	<u>Paid</u>	<u>Encumbered</u>	<u>Reserved</u>	
Interlocal Municipal Service Agreements:						
Police Dispatch/911	34,450.00	34,450.00	34,450.00	-	-	-
Code Enforcement and Administration	49,684.00	49,684.00	33,650.00	16,034.00	-	-
Public Health Services	43,925.00	43,925.00	43,925.00	-	-	-
Animal Control Services	10,000.00	10,000.00	4,033.50	125.00	5,841.50	-
LBI Trolley	10,000.00	10,000.00	10,000.00	-	-	-
IT Services	9,000.00	9,000.00	4,038.49	-	4,961.51	-
Municipal Court Administrator	20,000.00	20,000.00	15,927.00	-	4,073.00	-
Public and Private Programs Offset By Revenues:						
Clean Communities Program	-	5,602.48	5,602.48	-	-	-
COPS In Shops	-	2,400.00	2,400.00	-	-	-
Drive Sober or Get Pulled Over/Drink, Drive, Lose	-	5,500.00	5,500.00	-	-	-
Recycling Tonnage Grant	4,651.38	4,651.38	4,651.38	-	-	-
OEM - 966 Reimbursement - Motorola Base Station	-	12,585.60	12,585.60	-	-	-
NJ DOT - Safe Routes to Schools	-	9,615.00	9,615.00	-	-	-
Alcohol Education and Rehabilitation	-	257.36	257.36	-	-	-
Body Armor Fund	-	1,223.11	1,223.11	-	-	-
JIF Police Accreditation Program	-	7,500.00	7,500.00	-	-	-
Distracted Driving Crackdown	5,500.00	5,500.00	5,500.00	-	-	-
Total Operations - Excluded From "CAPS"	230,375.38	275,058.93	222,884.18	16,159.00	36,015.75	-
Detail:						
Other Expenses	230,375.38	275,058.93	222,884.18	16,159.00	36,015.75	-

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

BOROUGH OF HARVEY CEDARS
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2017

	Appropriations				Paid or Charged Encumbered	Reserved	Cancelled
	<u>Original Budget</u>	<u>Budget After Modifications</u>	<u>Paid</u>				
Capital Improvements - Excluded From "CAPS"							
Beach Mats	35,000.00	35,000.00	34,789.00	-	211.00	-	-
Hydraulic Angle Boom	7,500.00	7,500.00	6,900.00	-	600.00	-	-
Trailer Mounted Attenuator	17,000.00	17,000.00	17,000.00	-	-	-	-
Refurbish D-3	12,000.00	12,000.00	-	11,680.00	320.00	-	-
Handicap Access Beach Ride	20,000.00	20,000.00	19,725.11	-	274.89	-	-
LPR System	5,000.00	5,000.00	5,000.00	-	-	-	-
Capital Improvement Fund	310,000.00	310,000.00	310,000.00	-	-	-	-
Camera System - Public Works	5,000.00	5,000.00	-	4,277.50	722.50	-	-
Vehicles - Police	50,000.00	50,000.00	49,574.02	-	425.98	-	-
Total Capital Improvements - Excluded From "CAPS"	461,500.00	461,500.00	442,988.13	15,957.50	2,554.37	-	-
Municipal Debt Service - Excluded From "CAPS"							
Payment of Bond Anticipation Notes and Capital Notes	183,737.61	183,737.61	183,737.61	-	-	-	-
Interest on Notes	9,998.95	9,998.95	9,998.95	-	-	-	-
Total Municipal Debt Service - Excluded From "CAPS"	193,736.56	193,736.56	193,736.56	-	-	-	-

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

BOROUGH OF HARVEY CEDARS
CURRENT FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2017

	<u>Appropriations</u>		<u>Paid or Charged</u>		<u>Cancelled</u>
	<u>Original Budget</u>	<u>Budget After Modifications</u>	<u>Paid</u>	<u>Encumbered</u>	
Deferred Charges - Municipal - Excluded From "CAPS"					
Special Emergency Authorizations - 5 Years (N.J.S. 40A:4-55)	99,525.00	99,525.00	99,524.80	-	0.20
Total Deferred Charges - Municipal - Excluded From "CAPS"	99,525.00	99,525.00	99,524.80	-	0.20
Total General Appropriations - Excluded From "CAPS"	985,136.94	1,029,820.49	959,133.67	32,116.50	0.20
Subtotal General Appropriations	4,271,236.76	4,315,920.31	3,982,479.15	90,512.50	0.20
Reserve for Uncollected Taxes	250,000.00	250,000.00	250,000.00	-	-
Total General Appropriations	\$ 4,521,236.76	\$ 4,565,920.31	\$ 4,232,479.15	\$ 90,512.50	\$ 0.20

Analysis of Modified Budget:

Original Budget	\$ 4,521,236.76
Special Item of Revenue	44,683.55
	<u>\$ 4,565,920.31</u>

Analysis of Paid or Charged:

Reserve for Uncollected Taxes	\$ 250,000.00
Special Emergency Authorizations	99,524.80
Cash Disbursements	3,828,119.42
Reserve for Grant Expenditures - Appropriated	54,834.93
	<u>\$ 4,232,479.15</u>

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

**BOROUGH OF HARVEY CEDARS
TRUST FUND
STATEMENT OF ASSETS, LIABILITIES, RESERVES AND
FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2017 AND 2016**

ASSETS	Ref.	2017	2016
Animal Control Fund:			
Cash	B-1	\$ 11.73	\$ 307.20
Deficit in Reserve for Animal Control Fund Expenditures	B-2	13.27	-
Total Animal Control Fund		<u>25.00</u>	<u>307.20</u>
Trust - Other Fund:			
Cash	B-1	<u>203,470.97</u>	<u>263,789.19</u>
Total Trust - Other Fund		<u>203,470.97</u>	<u>263,789.19</u>
Municipal Open Space Trust Fund			
Due from Current Fund	B-6	<u>125,504.13</u>	-
Total Municipal Open Space Trust Fund		<u>125,504.13</u>	-
Payroll Fund:			
Cash	B-1	24,014.65	8,915.70
Deficit in Payroll		<u>-</u>	<u>1,084.30</u>
Total Payroll Fund		<u>24,014.65</u>	<u>10,000.00</u>
Total Assets		<u><u>\$ 353,014.75</u></u>	<u><u>\$ 274,096.39</u></u>
LIABILITIES, RESERVES, AND FUND BALANCE			
Animal Control Fund:			
Reserve for Animal Control Fund Expenditures		\$ -	\$ 306.00
Due to Current Fund	B-1	25.00	-
Due to State of New Jersey		<u>-</u>	<u>1.20</u>
Total Animal Control Fund		<u>25.00</u>	<u>307.20</u>
Trust - Other Fund:			
Trust - Other Reserves	B-4	<u>203,470.97</u>	<u>263,789.19</u>
Total Trust - Other Fund		<u>203,470.97</u>	<u>263,789.19</u>
Municipal Open Space Trust Fund			
Reserve for Open Space	B-5	<u>125,504.13</u>	-
Total Municipal Open Space Trust Fund		<u>125,504.13</u>	-
Payroll Fund			
Reserve for Payroll Deductions	B-7	14,014.65	-
Due to Current Fund	B-8	<u>10,000.00</u>	<u>10,000.00</u>
Total Payroll Fund		<u>24,014.65</u>	<u>10,000.00</u>
Total		<u><u>\$ 353,014.75</u></u>	<u><u>\$ 274,096.39</u></u>

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

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**BOROUGH OF HARVEY CEDARS
GENERAL CAPITAL FUND
STATEMENT OF ASSETS, LIABILITIES, RESERVES AND
FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2017 AND 2016**

ASSETS	Ref.	<u>2017</u>	<u>2016</u>
Cash	C-2:C-3	\$ 1,093,486.98	\$ 555,941.97
Grants Receivable	C-8	86,752.31	-
Due from Current Fund	C-3	440,985.30	-
Deferred Charges to Future Taxation:			
Unfunded	C-4	<u>2,986,684.86</u>	<u>2,720,422.47</u>
Total Assets		<u><u>\$ 4,607,909.45</u></u>	<u><u>\$ 3,276,364.44</u></u>
LIABILITIES, RESERVES & FUND BALANCE			
Bond Anticipation Notes	C-5	\$ 1,266,157.00	\$ 999,895.00
Improvement Authorizations:			
Funded	C-6	606,451.01	24,841.99
Unfunded	C-6	1,691,894.17	1,587,774.08
Capital Improvement Fund	C-7	606,734.03	296,734.03
Due Federal & State Grant Fund	C-3	75,553.90	-
Reserve for Grants Receivable	C-3	86,752.31	-
Reserve for Debt Service	C-11	257,247.69	-
Reserve for Encumbrances	C-6	-	350,000.00
Fund Balance	C-1	<u>17,119.34</u>	<u>17,119.34</u>
Total Liabilities, Reserves & Fund Balance		<u><u>\$ 4,607,909.45</u></u>	<u><u>\$ 3,276,364.44</u></u>

There were \$1,720,527.86 of bonds and notes authorized but not issued on December 31, 2017 and \$1,720,527.47 on December 31, 2016.

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

Balance, December 31, 2017 and 2016

\$ 17,119.34

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

**BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY FUND
STATEMENT OF ASSETS, LIABILITIES, RESERVES AND
FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2017 AND 2016**

	Ref.	<u>2017</u>	<u>2016</u>
ASSETS			
Operating Fund:			
Cash	D-4	<u>\$ 738,916.63</u>	<u>\$ 503,859.43</u>
Total		<u>738,916.63</u>	<u>503,859.43</u>
Receivables With Full Reserves:			
Water Rents Receivable	D-6	25,943.86	23,737.26
Sewer Rents Receivable	D-8	<u>17,154.33</u>	<u>15,984.27</u>
Total		<u>43,098.19</u>	<u>39,721.53</u>
Total Operating Fund		<u>782,014.82</u>	<u>543,580.96</u>
Capital Fund:			
Cash	D-4	163,730.86	310,971.95
Fixed Capital	D-10	4,753,688.47	4,753,688.47
Fixed Capital Authorized and Uncompleted	D-11	5,280,887.00	3,855,887.00
Due from Current Fund	A	<u>145,891.13</u>	<u>68,000.00</u>
Total Capital Fund		<u>10,344,197.46</u>	<u>8,988,547.42</u>
Total Operating & Capital Fund		<u><u>\$ 11,126,212.28</u></u>	<u><u>\$ 9,532,128.38</u></u>

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

**BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY FUND
STATEMENT OF ASSETS, LIABILITIES, RESERVES AND
FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2017 AND 2016**

	Ref.	2017	2016
LIABILITIES RESERVES & FUND BALANCE			
Operating Fund:			
Liabilities:			
Appropriation Reserves	D-3	\$ 162,726.49	\$ 48,602.03
Water Overpayments	D-7	1,897.29	2,375.92
Sewer Overpayments	D-9	957.48	1,685.30
Encumbrances Payable	D-13	14,367.67	22,087.56
Accrued Interest on Bonds and Notes	D-14	10,899.37	10,382.08
Due to Current Fund	A	53,052.00	53,052.00
Due to State & Federal Grant Fund	A	7,540.00	7,540.00
		<hr/>	<hr/>
Subtotal		251,440.30	145,724.89
		<hr/>	<hr/>
Reserve for Receivables	D	43,098.19	39,721.53
Fund Balance	D-1	487,476.33	358,134.54
		<hr/>	<hr/>
Total Operating Fund		782,014.82	543,580.96
		<hr/>	<hr/>
Capital Fund:			
Bond Anticipation Notes	D-15	1,316,541.00	1,094,433.00
Loans Payable	D-16	785,669.85	872,697.61
Improvement Authorizations:			
Funded	D-17	65.00	8,155.50
Unfunded	D-17	1,521,899.90	432,725.39
Capital Improvement Fund	D-18	103,454.00	73,454.00
Reserve for Amortization	D-19	5,931,310.75	5,766,391.86
Reserve for Deferred Amortization	D-20	644,913.42	644,913.42
Encumbrances Payable	D-13	-	55,433.10
Fund Balance	D-1a	40,343.54	40,343.54
		<hr/>	<hr/>
Total Capital Fund		10,344,197.46	8,988,547.42
		<hr/>	<hr/>
Total Liabilities, Reserves & Fund Balance		<u>\$ 11,126,212.28</u>	<u>\$ 9,532,128.38</u>

There were \$1,356,140.45 of bonds and notes authorized but not issued on December 31, 2017 and \$231,139.58 on December 31, 2016.

BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY OPERATING FUND
STATEMENT OF OPERATIONS AND CHANGES IN FUND BALANCE
REGULATORY BASIS
YEARS ENDED DECEMBER 31, 2017 AND 2016

	<u>2017</u>	<u>2016</u>
Revenue and Other Income Realized:		
Fund Balance Anticipated	\$ 6,774.83	\$ 9,745.00
Water/Sewer Rents	1,295,714.64	1,211,057.57
Miscellaneous Revenues Anticipated	12,117.23	12,396.21
Other Credits to Income:		
Lapsed Appropriation Reserves	45,938.94	67,109.28
	<hr/>	<hr/>
Total Revenues	1,360,545.64	1,300,308.06
	<hr/>	<hr/>
Expenditures:		
Budget Appropriations:		
Operating	907,814.51	884,365.00
Capital Improvements	54,000.00	82,000.00
Debt Service	191,239.16	165,648.43
Statutory Expenditures	71,375.35	65,271.00
Surplus (General Budget)	-	12,000.00
	<hr/>	<hr/>
Total Expenditures	1,224,429.02	1,209,284.43
	<hr/>	<hr/>
Excess in Revenue	136,116.62	91,023.63
Fund Balance, January 1	358,134.54	276,855.91
	<hr/>	<hr/>
	494,251.16	367,879.54
Decreased By:		
Utilized as Anticipated Revenue	6,774.83	9,745.00
	<hr/>	<hr/>
Fund Balance, December 31	<u>\$ 487,476.33</u>	<u>\$ 358,134.54</u>

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

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

Balance, December 31, 2017 and 2016

\$ 40,343.54

**BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY OPERATING FUND
STATEMENT OF REVENUES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2017**

	<u>Anticipated</u>	<u>Realized</u>	Excess/ <u>(Deficit)</u>
Surplus Anticipated	\$ 6,774.83	\$ 6,774.83	\$ -
Water Rents	846,574.62	930,884.85	84,310.23
Sewer Rents	364,482.95	364,829.79	346.84
Miscellaneous	12,396.21	12,117.23	(278.98)
	<u>\$ 1,230,228.61</u>	<u>\$ 1,314,606.70</u>	<u>\$ 84,378.09</u>

Analysis of Realized Rents

Consumer Accounts Receivable:
Collected

\$ 1,295,714.64

Analysis of Miscellaneous Revenue

Interest on Delinquents
Interest on Investments
Miscellaneous

\$ 1,771.90
340.01
10,005.32

\$ 12,117.23

BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY OPERATING FUND
STATEMENT OF EXPENDITURES - REGULATORY BASIS
YEAR ENDED DECEMBER 31, 2017

	APPROPRIATIONS		PAID OR CHARGED			
	Original Budget	Budget After Modification	Paid	Encumbered	Reserved	Cancelled
Operating:						
Salaries and Wages	\$ 374,364.51	\$ 374,364.51	\$ 300,436.66	\$ -	\$ 73,927.85	\$ -
Other Expenses	533,450.00	533,450.00	460,496.54	14,367.67	58,585.79	-
Total Operating	907,814.51	907,814.51	760,933.20	14,367.67	132,513.64	-
Capital Improvements:						
Capital Improvement Fund	30,000.00	30,000.00	30,000.00	-	-	-
Capital Outlay	24,000.00	24,000.00	-	-	24,000.00	-
Total Capital Improvements	54,000.00	54,000.00	30,000.00	-	24,000.00	-
Debt Service:						
Bond Anticipation Notes	77,891.13	77,891.13	77,891.13	-	-	-
Interest on Notes	10,913.60	10,913.60	10,913.60	-	-	-
Principal on NJEIT Loan	87,027.76	87,027.76	87,027.76	-	-	-
Interest on NJEIT Loan	21,206.26	21,206.26	15,406.67	-	-	5,799.59
Total Debt Service	197,038.75	197,038.75	191,239.16	-	-	5,799.59
Statutory Expenditures:						
Contribution To:						
Public Employees' Retirement System	41,615.35	41,615.35	41,615.35	-	-	-
Social Security System (O.A.S.I.)	27,960.00	27,960.00	22,451.70	-	5,508.30	-
Unemployment Compensation Insurance	1,800.00	1,800.00	1,095.45	-	704.55	-
Total Statutory Expenditures	71,375.35	71,375.35	65,162.50	-	6,212.85	-
Total Water/Sewer Utility Fund Appropriations	\$ 1,230,228.61	\$ 1,230,228.61	\$ 1,047,334.86	\$ 14,367.67	\$ 162,726.49	\$ 5,799.59
Cash Disbursements			\$ 1,021,014.59			
Accrued Interest on Bonds and Notes			26,320.27			
			<u>\$ 1,047,334.86</u>			

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

BOROUGH OF HARVEY CEDARS
GENERAL FIXED ASSETS ACCOUNT GROUP
STATEMENT OF ASSETS, LIABILITIES, RESERVES AND FUND BALANCE -
REGULATORY BASIS
DECEMBER 31, 2017 AND 2016

	<u>Ref.</u>	Balance December 31, <u>2017</u>	Balance December 31, <u>2016</u>
Land	E-1	\$ 926,392.47	\$ 926,392.47
Land Improvements	E-1	601,459.00	601,459.00
Buildings and Improvements	E-1	1,384,625.00	1,384,625.00
Machinery and Equipment	E-1	<u>2,257,133.65</u>	<u>2,266,848.13</u>
Total General Fixed Assets		<u>\$ 5,169,610.12</u>	<u>\$ 5,179,324.60</u>
Investment in General Fixed Assets	E	<u>\$ 5,169,610.12</u>	<u>\$ 5,179,324.60</u>

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

BOROUGH OF HARVEY CEDARS
LENGTH OF SERVICE AWARDS PROGRAM FUND ("LOSAP") (Unaudited)
STATEMENT OF ASSETS, LIABILITIES, RESERVES AND
FUND BALANCE - REGULATORY BASIS
DECEMBER 31, 2017 AND 2016

ASSETS	Ref.	<u>2017</u>	<u>2016</u>
Length of Service Award Program Fund ("LOSAP") - Unaudited:			
Investments	F-1	<u>\$ 530,367.90</u>	<u>\$ 441,690.27</u>
Total Assets		<u><u>\$ 530,367.90</u></u>	<u><u>\$ 441,690.27</u></u>
LIABILITIES, RESERVES, AND FUND BALANCE			
Length of Service Award Program Fund ("LOSAP") - Unaudited:			
Miscellaneous Reserves	F-2	<u>\$ 530,367.90</u>	<u>\$ 441,690.27</u>
Total		<u><u>\$ 530,367.90</u></u>	<u><u>\$ 441,690.27</u></u>

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

**BOROUGH OF HARVEY CEDARS
COUNTY OF OCEAN, NEW JERSEY**

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

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**BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2017**

Note 1. Summary of Significant Accounting Policies

Description of Financial Reporting Entity - The Borough of Harvey Cedars has operated under the Walsh Act Commission form of New Jersey municipal government since 1923. The governing body is a 3-member Board of Commissioners. The financial statements of the Borough include every board, body, officer or commission maintained wholly or in part by funds appropriated by the Borough, as required by the provision of N.J.S. 40A:5-5. The financial statements, however, do not include the operation of School Boards, Volunteer Fire Departments/Fire Districts and First Aid Squads which are subject to separate audit and are not considered component units under GASB 14. Included within the financial statements are taxes levied, collected and turned over to School Boards and appropriations for contributions to Volunteer Fire Departments and First Aid Squads.

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 Township are not presented in accordance with GAAP (as discussed below). Therefore, the Township 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 contain all funds and account groups in accordance with the "Requirements of Audit" as promulgated by the State of New Jersey, Department of Community Affairs, Division of Local Government Services. The principles and practices established by the Requirements of Audit are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Generally, the financial statements are presented using the flow of current financial resources measurement focus and modified accrual basis of accounting with minor exceptions as mandated by these "Requirements". In addition, the prescribed accounting principles previously referred to differ in certain respects from accounting principles generally accepted in the United States of America applicable to local government units. The more significant differences are explained in this Note.

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

Current Fund - resources and expenditures for government operations of a general nature, including Federal and State Grant funds.

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

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

Water/Sewer Utility Fund - is used to account for the operations and acquisition of capital facilities of the municipally-owned Water/Sewer Utility.

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

LOSAP Trust Fund – is used to account for the Length of Service Award Program of the Borough.

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
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 fund 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 10th of each year. At introduction, the governing body shall 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 Borough. 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.40AA-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 the Division 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.

Cash and Cash Equivalents - 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 authorities 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 ("GUDPA"), a multiple financial institutional collateral pool, 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 HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

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

Inventories of Supplies - The costs 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 estimated fair market value on the acquisition date. 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. Lastly, 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 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 over-expenditures 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 HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

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

Fund Balance - Fund balances included in the current fund and utility operating funds represent amounts available for anticipation as revenue in future years' budgets, with certain restrictions.

Revenues - Revenues are recorded when received in cash except for certain amounts which are due from other governmental units. Revenue from federal and state grants is 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 revenue when received.

Utility Revenues – Utility charges are billed quarterly based upon 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 Borough's utility operating fund.

Property Tax Revenues - 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, the Long Beach Island School District and the Southern Regional High School District. Unpaid property taxes are subject to tax sale in accordance with the statutes.

School Taxes - The Borough is responsible for levying, collecting, and remitting school taxes for the Long Beach Island School District and the Southern Regional High School District. Operations are charged for the full amount required to be raised from taxation to operate the local school district and the regional high school district. The Borough's share of the amount required to be raised by taxation for the period from July 1 to June 30 are increased by the amount deferred at December 31, 2016 and decreased by the amount deferred at December 31, 2017.

County Taxes - The Borough 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 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 of the current year and due to be paid to the County by February 15 of the following year.

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.

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

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

Expenditures - Expenditures are recorded on the "budgetary" basis of accounting. Generally, expenditures are recorded when paid; however, for charges to amounts appropriated for "other expenses", an amount is encumbered through the issuance of a numerically controlled purchase order or when a contract is executed in accordance with *N.J.A.C.5:30-5.2*. When encumbered charges are paid, the amount encumbered is simultaneously liquidated in its original amount. Encumbrances are offset by an account entitled reserve for encumbrances. The reserve is classified as a cash liability under New Jersey municipal accounting. At December 31, this reserve represents the portion of appropriation reserves that has been encumbered and is subject to the same statutory provisions as appropriation reserves. Appropriations for principal payments on outstanding general capital and utility bonds and notes are provided on the cash basis; interest on general capital indebtedness is on the cash basis; whereas interest on utility indebtedness is on the accrual basis.

Appropriation Reserves - Appropriation reserves covering unexpended appropriation balances are automatically created at year-end and recorded as liabilities, except for amounts which may be canceled by the governing body. Appropriation reserves are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments, or contracts incurred during the preceding fiscal year. Lapsed appropriation reserves are recorded as income.

Long-Term Debt - Long-term debt, relative to the acquisition of capital assets, is recorded as a liability in the general capital and utility capital funds. 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 Township's financial statements.

Note 2. Deposits and Investments

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

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 2. Deposits and Investments (continued):

\$250,000 of governmental deposits in each insured depository is protected by FDIC. Public funds owned by the Borough in excess of FDIC insured amounts are protected by GUDPA. However, GUDPA does not protect intermingled trust funds such as salary withholdings, bail funds or funds that may pass to the Borough relative to the happening of a future condition. Such funds are shown as Uninsured and Uncollateralized in the schedule below.

As of December 31, 2017, the Borough's bank balance of \$6,415,897.50 was exposed to custodial credit risk as follows:

Insured under FDIC & GUDPA	\$ 6,159,783.87
Uninsured & Uncollateralized	<u>256,113.93</u>
Total	<u>\$ 6,415,897.50</u>

New Jersey Asset and Rebate Management Program (NJ/ARM) – During the year, the Borough participated in the New Jersey Asset & Rebate Management Program. The program was created in 1989 as a joint investment trust under the Interlocal Service Act. NJ/ARM provides local governments in New Jersey with investment management services for capital, reserve, general operating funds, and for arbitrage rebate compliance for bond and note issue. The program advisory board is made up of New Jersey local government officials and is managed by PFM Asset Management LLC. The Program is designed to be in compliance with New Jersey statutes and regulations for allowable investments. The fund deposits can be liquidated on a daily basis and have an “AAA” rating by Standard & Poor's. NJ/ARM funds are not subject to custodial credit risk. Borough deposits with the fund are considered to be cash equivalents and at December 31, 2017 the balance was \$1,171,468.02.

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:

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 2. Deposits and Investments (continued):

<u>Investment Type</u>	<u>Carrying Value</u>	<u>Fair Value</u>		<u>Investment Maturities (in Years)</u>
		<u>Level 1</u>	<u>Level 3</u>	<u>Less Than 1 Year</u>
Fixed Annuity Contracts	\$ 136,501.81	\$ -	\$ 136,501.81	\$ 136,501.81
Money Market Funds	1,333.75	1,333.75	-	1,333.75
Mutual Funds	392,532.30	392,532.30	-	392,532.30
	<u>\$ 530,367.86</u>	<u>\$ 393,866.05</u>	<u>\$ 136,501.81</u>	<u>\$ 530,367.86</u>
<u>Fund</u>				
Trust Fund - LOSAP	\$ 530,367.90	\$ 393,866.05	\$ 136,501.81	\$ 393,866.05
	<u>\$ 530,367.90</u>	<u>\$ 393,866.05</u>	<u>\$ 136,501.81</u>	<u>\$ 393,866.05</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 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 &</u>	
	<u>Poor's</u>	<u>Moody's</u>
Fixed Annuity Contracts	AAA	AAA
Money Market Funds	AAA	AAA
Mutual Funds	AAA	AAA

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 2. Deposits and Investments (continued):

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 Fixed Annuity Contracts and Mutual Funds. These investments represent 99.74% 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.

	2017	2016	2015
Total Tax Rate	<u>\$0.954</u>	<u>\$0.991</u>	<u>\$0.989</u>
Apportionment of Tax Rate:			
Municipal	0.256	0.251	0.251
Municipal Open Space	0.010		
County	0.406	0.418	0.408
Regional School District	0.046	0.044	0.038
Regional High School District	0.236	0.278	0.292

Net Valuation Taxable:

2017	<u>\$ 1,242,081,000</u>		
2016		<u>\$ 1,238,443,950</u>	
2015			<u>\$ 1,235,487,081</u>

Comparison of Tax Levies and Collection Currently

Year	Tax Levy	Cash Collections	Percentage Of Collection
2017	\$ 11,973,094.00	\$ 11,833,052.05	98.83%
2016	12,342,478.12	12,258,528.50	99.32%
2015	12,285,858.58	12,207,906.22	99.36%

YEAR ENDED DECEMBER 31	AMOUNT OF TAX TITLE LIENS	AMOUNT OF DELINQUENT TAXES	TOTAL DELINQUENT	PERCENTAGE OF TAX LEVY
2017	None	\$ 99,099.02	\$ 99,099.02	0.83%
2016	None	49,346.80	49,346.80	0.40%
2015	None	60,435.28	60,435.28	0.49%

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 4. Property Acquired By Tax Title Lien Liquidation

The Borough had no property acquired by liquidation of tax title liens on December 31, 2017.

Note 5. Fund Balance Appropriated

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

YEAR	BALANCE DECEMBER 31,	UTILIZED IN BUDGET OF SUCCEEDING YEAR	PERCENTAGE OF FUND BALANCE USED
CURRENT FUND:			
2017	\$ 1,426,669.12	\$ 545,000.00	38.20%
2016	1,339,710.85	568,000.00	42.40%
2015	1,291,448.43	375,000.00	29.04%
2014	1,058,703.23	346,000.00	32.68%
2013	783,844.53	135,906.09	17.34%
WATER/SEWER UTILITY FUND:			
2017	\$ 487,476.33	\$ 4,840.49	0.99%
2016	358,134.54	6,774.83	1.89%
2015	276,855.91	9,745.00	3.52%
2014	224,611.28	36,902.12	16.43%
2013	213,744.00	17,515.32	8.19%

Note 6. 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:

Tier	Definition
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

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 6. Pension Obligations (continued):

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

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

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 \$110,337.

Components of Net Pension Liability - At December 31, 2017, the Borough's proportionate share of the PERS net pension liability was \$2,772,547. 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,

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 6. Pension Obligations (continued):

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

was 0.0119103853% which was a decrease of 0.0013966724% 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	\$ 880,094	\$ 1,348,736
Deferred Inflows of Resources	805,460	-
Net Pension Liability	2,772,547	3,941,169
Harvey's portion of the Plan's total net pension Liabil	0.01191%	0.01331%

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 \$199,979. 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 \$110,337 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	\$ 65,284	\$ -
Changes of Assumptions	558,573	556,525
Net Difference between Projected and Actual Earnings on Pension Plan Investments	18,879	-
Changes in Proportion and Differences between Harvey Contributions and Proportionate Share of Contributions	237,358	248,935
	<u>\$ 880,094</u>	<u>\$ 805,460</u>

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 6. Pension Obligations (continued):

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

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

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

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 6. Pension Obligations (continued):

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

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

Year Ending <u>Dec 31,</u>	<u>Amount</u>
2018	\$ 95,359
2019	127,552
2020	81,793
2021	(144,484)
2022	<u>(85,586)</u>
	<u><u>\$ 74,634</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

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 6. Pension Obligations (continued):

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

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

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

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

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

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 6. Pension Obligations (continued):

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

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

Sensitivity of the 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:

	1% Decrease (4.00%)	Current Discount Rate (5.00%)	1% Increase (6.00%)
Harvey's Proportionate Share of the Net Pension Liability	<u>\$ 3,439,533</u>	<u>\$ 2,772,547</u>	<u>\$ 2,216,865</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:

Tier	Definition
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

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 6. Pension Obligations (continued):

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

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

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

Contributions - The contribution policy for PFRS is set by N.J.S.A. 43:16A and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's contribution amount is based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. For fiscal year 2017, the State contributed an amount less than the actuarially determined amount. The Local employers' contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PFRS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of assets. For the year ended December 31, 2017, the Borough's contractually required contributions to PFRS plan was \$194,946.

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 \$3,400,595. 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 0.0220273372%, which was an increase of 0.0007104788% from its proportion measured as of June 30, 2016.

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 6. Pension Obligations (continued):

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

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

	<u>12/31/2017</u>	<u>12/31/2016</u>
Actuarial valuation date (including roll forward)	June 30, 2017	June 30, 2016
Deferred Outflows of Resources	\$ 877,213	\$ 1,221,592
Deferred Inflows of Resources	622,746	93,700
Net Pension Liability	3,400,595	4,072,065
Harvey's portion of the Plan's total net pension Liabil	0.02203%	0.02132%

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 \$308,410. 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 \$194,946 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	\$ 22,061	\$ 19,959
Changes of Assumptions	419,331	556,918
Net Difference between Projected and Actual Earnings on Pension Plan Investments	64,891	-
Changes in Proportion and Differences between Harvey Contributions and Proportionate Share of Contributions	<u>370,930</u>	<u>45,869</u>
	<u>\$ 877,213</u>	<u>\$ 622,746</u>

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 6. Pension Obligations (continued):

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

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

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

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 6. Pension Obligations (continued):

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

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

Year Ending		
<u>Dec 31,</u>	<u>Amount</u>	
2018	\$	117,587
2019		174,278
2020		76,561
2021		(56,640)
2022		<u>(57,319)</u>
	<u>\$</u>	<u>254,467</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 \$380,895 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 0.0220273372%, which was an increase of 0.0007104788% 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 OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 6. Pension Obligations (continued):

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

Harvey Cedars's Proportionate Share of Net Pension Liability	\$ 3,400,595
State of New Jersey's Proportionate Share of Net Pension Liability Associated with the Harvey Cedars	<u>380,895</u>
	<u>\$ 3,781,490</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 \$46,592.

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).

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 6. Pension Obligations (continued):

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

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

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

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

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

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 6. Pension Obligations (continued):

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

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:

	1% Decrease (5.14%)	Current Discount Rate (6.14%)	1% Increase (7.14%)
Borough's Proportionate Share of the Net Pension Liability	\$ 4,480,564	\$ 3,400,595	\$ 2,513,278
State of New Jersey's Proportionate Share of Net Pension Liability associated with the Borough	<u>501,861</u>	<u>380,895</u>	<u>281,508</u>
	<u>\$ 4,982,425</u>	<u>\$ 3,781,490</u>	<u>\$ 2,794,786</u>

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

Note 7. Accrued Sick and Vacation Benefits

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 and sick pay. The Borough permits its employees to accumulate unused vacation and sick pay, which may be taken as time off or paid at a later date at an agreed-upon rate. Effective for financial statements dated December 31, 1987, the State has required all municipalities to disclose the estimated current cost of unused sick and vacation benefits at year-end. The Borough estimated the current cost of such unpaid compensation to be \$174,459.22 at December 31, 2017. In accordance with New Jersey principles, this amount is not reported as an expenditure or liability in the accompanying financial statements. The Reserve for Accumulated Leave totaled \$35,237.30 at December 31, 2017.

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 8. Deferred Compensation Program

The Borough offers its employees a Deferred Compensation Plan in accordance with Internal Revenue Code Section 457 which has been approved by the Director of the Division of Local Government Services. The Plan, available to all full time employees at their option, permits employees to defer a portion of their salary to future years. The deferred compensation is not available to participants until termination, retirement, death or unforeseeable emergency.

Amounts deferred under Section 457 plans must be held in trust for the exclusive benefits of participating employees and not be accessible by the Borough or its creditors. Since the Borough does not have a fiduciary relationship with the Plan, the balances and activities of the Plan are not reported in the Borough's financial statements.

Note 9. Local District School and Regional High School Taxes

Regulations provide for deferral of not more than 50% of the annual levy when school taxes are raised for a school year and have not been requisitioned by the school district.

The Borough has elected to defer school taxes as follows:

	Regional District School Tax		Regional High School Tax	
	<u>2017</u>	<u>2016</u>	<u>2017</u>	<u>2016</u>
Balance of Tax	\$ 281,210.00	\$ 136,609.50	\$ 1,464,027.99	\$ 1,665,088.49
Deferred	129,374.69	129,374.69	203,797.14	203,797.14
Tax Payable (Receivable)	<u>\$ 151,835.31</u>	<u>\$ 7,234.81</u>	<u>\$ 1,260,230.85</u>	<u>\$ 1,461,291.35</u>

Note 10. Interfunds Receivables and Payables

The following interfunds remained as of December 31, 2017:

Fund	Interfund Receivable	Interfund Payable
Current Fund	\$ 140,995.76	\$ 712,380.56
Federal and State Grant Fund	83,093.90	77,918.76
Trust - Payroll Fund		10,000.00
Trust - Animal Control Fund		25.00
Trust - Municipal Open Space	125,504.13	
General Capital Fund	440,985.30	75,553.90
Water-Sewer Operating Fund		60,592.00
Water-Sewer Capital Fund	145,891.13	
	<u>\$ 936,470.22</u>	<u>\$ 936,470.22</u>

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

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 10. Interfunds Receivables and Payables (continued):

The summary of interfund transfers follows:

Fund	Transfers Out	Transfers In
Current Fund	\$ 159,442.37	\$ 70,435.91
Federal and State Grant Fund	60,435.91	149,417.37
Animal Control Trust Fund		25.00
Water-Sewer Operating Fund	70,000.00	70,000.00
Water-Sewer Capital Fund	70,000.00	70,000.00
	<u>\$ 359,878.28</u>	<u>\$ 359,878.28</u>

The purpose of interfund transfers were for the creation and liquidation of interfund receivables and payables for payments made on behalf of other funds as well as to cover cash shortfalls.

Note 11. Long-Term Debt

A. Capital Debt

The Local Bond Law governs the issuance of bonds and notes to finance general municipal capital expenditures. Bonds are retired in serial installments within the statutory period of usefulness. Bonds issued by the Borough are general obligation bonds, backed by the full faith and credit of the Borough. Bond anticipation notes are issued to temporarily finance capital projects, prior to the issuance of serial bonds. The term of the notes cannot exceed one year but the notes may be renewed from time to time for a period not exceeding one year. All such notes must be paid no later than the tenth anniversary of the date of the original note. The State of New Jersey also prescribes that on or before the third anniversary date of the original note a payment of at least equal to the first legally payable installment of the bonds in anticipation of which such notes were issued be paid. A second legal installment must be paid if the notes are to be renewed beyond the fourth anniversary date of the original issuance and so on. Tax anticipation notes are issued if the cash on hand is not sufficient to carry on normal operations of the Borough at any time during the year. Such notes are authorized by a resolution adopted by the governing body.

During the fiscal year ended December 31, 2017 the following changes occurred in General Capital debt:

	December 31, 2016	Accrued/ Increases	Retired/ Decreases	December 31, 2017	Due Within One Year
Bond Anticipation Notes	\$ 999,895.00	\$ 1,266,157.00	\$ (999,895.00)	\$ 1,266,157.00	\$ 1,266,157.00
Authorized but Not Issued	1,720,527.47	450,000.00	(449,999.61)	1,720,527.86	-
Total	<u>\$ 2,720,422.47</u>	<u>\$ 1,716,157.00</u>	<u>\$ (1,449,894.61)</u>	<u>\$ 2,986,684.86</u>	<u>\$ 1,266,157.00</u>

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 11. Long-Term Debt (continued):

A. Capital Debt (continued):

During the fiscal year ended December 31, 2017 the following changes occurred in Utility Capital debt:

	December 31, 2016	Accrued/ Increases	Retired/ Decreases	December 31, 2017	Due Within One Year
Bond Anticipation Notes	\$ 1,094,433.00	\$ 1,316,541.00	\$ (1,094,433.00)	\$ 1,316,541.00	\$ 1,316,541.00
NJEIT Loan Payable	872,697.61	-	(87,027.76)	785,669.85	94,059.13
Authorized but Not Issued	231,139.58	1,425,000.00	(299,999.13)	1,356,140.45	-
Total	<u>\$ 2,198,270.19</u>	<u>\$ 2,741,541.00</u>	<u>\$ (1,481,459.89)</u>	<u>\$ 3,458,351.30</u>	<u>\$ 1,410,600.13</u>

Summary of Statutory Debt Condition - Annual Debt Statement

The summarized statement of debt condition which follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicates a statutory net debt of 0.281%

	GROSS DEBT	DEDUCTIONS	NET DEBT
Water/Sewer Utility	\$ 3,458,351.30	\$ 3,458,351.30	\$ -
General Debt	2,986,684.86	-	2,986,684.86
Total	<u>\$ 6,445,036.16</u>	<u>\$ 3,458,351.30</u>	<u>\$ 2,986,684.86</u>

Net Debt, \$2,986,684.86 divided by Equalized Valuation Basis per N.J.S.A.40A:2-2, as amended, \$1,257,121,435.33 equals 0.238%.

Borrowing Power Under 40A:2-6:

3 1/2% of Equalized Valuation Bases (Municipal)	\$ 43,999,250.24
Net Debt	<u>2,986,684.86</u>
Remaining Borrowing Power	<u>\$ 41,012,565.38</u>

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 11. Long-Term Debt (continued):

A. Capital Debt (continued):

Calculation of Self-Liquidating Purposes – Water-Sewer Utility per N.J.S. 40A:2-45

Cash Receipts From Fees, Rents & Other Charges	\$ 1,314,606.70
Deductions:	
Operating & Maintenance Costs	\$ 979,189.86
Debt Service	191,989.16
	<u>1,171,179.02</u>
Excess in Revenue - Self Liquidating	<u>\$ 143,427.68</u>

Summary of Municipal Debt

	<u>Year 2017</u>	<u>Year 2016</u>	<u>Year 2015</u>
Issued & Outstanding:			
General			
Bonds, Loans and Notes	1,266,157.00	999,895.00	1,822,675.00
Water/Sewer Utility			
Bonds, Loans and Notes	<u>2,102,210.85</u>	<u>1,967,131.01</u>	<u>2,040,353.02</u>
Total Debt Issued	<u>3,368,367.85</u>	<u>2,967,026.01</u>	<u>3,863,028.02</u>
Authorized But Not Issued:			
General			
Bonds, Loans and Notes	1,720,527.86	1,720,527.47	1,720,527.47
Water/Sewer Utility			
Bonds, Loans and Notes	<u>1,356,140.45</u>	<u>231,139.58</u>	<u>231,139.58</u>
Total Authorized But Not Issued	<u>3,076,668.31</u>	<u>1,951,667.05</u>	<u>1,951,667.05</u>
Total Capital Debt	<u>\$ 6,445,036.16</u>	<u>\$ 4,918,693.06</u>	<u>\$ 5,814,695.07</u>

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

	<u>WATER/SEWER UTILITY DEBT</u>		
<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2018	94,059.13	19,406.26	113,465.39
2019	92,710.17	17,281.26	109,991.43
2020	91,361.22	15,156.26	106,517.48
2021	98,106.92	12,906.26	111,013.18
2022	96,579.43	10,500.00	107,079.43
2023-2025	<u>312,852.98</u>	<u>16,406.28</u>	<u>329,259.26</u>
Total	<u>\$ 785,669.85</u>	<u>\$ 91,656.32</u>	<u>\$ 877,326.17</u>

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 12. Labor Contracts

As of December 31, 2017, the Borough had a total of approximately 27 employees. Of this total, 8 employees are represented by unions as follows:

Police Benevolent Association, Local #175 – 8 employees

The above union agreement expires on December 31, 2020.

Note 13. Disaggregated Receivable and Payable Balances

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

Note 14. Fixed Assets

The following schedule is a summarization of changes in General Fixed Assets for the fiscal year ended December 31, 2017:

	Balance December 31, 2016	Additions	Deletions	Balance December 31, 2017
Land	\$ 926,392.47			\$ 926,392.47
Land Improvements	601,459.00			601,459.00
Buildings and Improvements	1,384,625.00			1,384,625.00
Machinery & Equipment	<u>2,266,848.13</u>	\$ 137,045.52	\$ 146,760.00	<u>2,257,133.65</u>
Total	<u>\$ 5,179,324.60</u>	<u>\$ 137,045.52</u>	<u>\$ 146,760.00</u>	<u>\$ 5,169,610.12</u>

Note 15. Post-Employment Benefits

The Borough contributes to the State Health Benefits Program (“SHBP”), a cost-sharing, multiple-employer defined benefit post-employment healthcare plan administered by the State of New Jersey Division of Pensions and Benefits. SHBP was established in 1961 under N.J.S.A. 52:14-17.25 et seq. to provide health benefits to State employees, retirees, and their dependents.

The SHBP was extended to employees, retirees, and dependents of participating local public employers in 1964. Local employers must adopt a resolution to participate in the SHBP. The Borough authorized participation in the SHBP’s post-retirement benefit program through resolution. Eligibility to participate in the SHBP’s post-retirement benefit program begins after 25 years of credited service with the Borough.

Rules governing the operation and administration of the program are found in Title 17, Chapter 9 of the New Jersey Administrative Code. SHBP provides medical, prescription drugs, mental health/substance abuse, and Medicare Part B reimbursement to retirees and their covered dependents.

The State Health Benefits Commission is the executive body established by statute to be responsible for the operation of the SHBP. The State of New Jersey Division of Pensions and Benefits issues a publicly-available financial report that includes financial statements and required supplementary information for the SHBP. That report may be obtained by writing to: State of New Jersey Division of Pensions and

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 15. Post-Employment Benefits (continued)

Benefits, PO Box 295, Trenton, New Jersey 08625-0295 or by visiting their website at <http://www.state.nj.us/treasury/pensions/gasb-43-sept2008.pdf>.

Participating employers are contractually required to contribute based on the amount of premiums attributable to their retirees. Post-retirement medical benefits under the plan have been funded on a pay-as-you-go basis since 1994. Prior to 1994, medical benefits were funded on an actuarial basis.

The Borough currently does not contribute to post retirement benefits for any retirees.

Note 16. Risk Management

The Borough is exposed to various risks of loss related to torts, theft of, damage to and destruction of assets; error and omission, injuries to employees; and natural disaster.

Joint Insurance Pool

The Borough is a member of the Ocean County Municipal Excess Liability Joint Insurance Fund ("Fund"). The Fund provides the Borough with the following coverage:

Worker's Compensation	\$ 5,000,000.00
General Liability	5,000,000.00
Employer's Liability	5,000,000.00
Auto Liability	5,000,000.00
Property Damage	125,000,000.00
Property/Boiler and Machinery	125,000,000.00
Auto Physical Damage	5,000,000.00
Employee Dishonesty Liability	50,000.00
Environmental Impairment Liability	1,000,000.00

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

New Jersey Unemployment Compensation Insurance

The Borough has elected to fund its New Jersey Unemployment Compensation Insurance under the "Direct Method". Under this plan, the Borough is required to annually appropriate funds to pay the projected costs of contributions at a rate determined by the Commissioner of Labor. The amounts paid for the years ended December 31, 2017 and 2016 were \$8,316.30 and \$8,917.60, respectively.

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 17. Litigation

State and Federal Grants - 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.

Pending Litigation - There are no actions which have been instituted against the Borough at the present time.

Note 18. Length of Service Awards Program

The Borough's Length of Service Awards Program (LOSAP) was created by a Borough Ordinance adopted in 2001 pursuant to Section 457 (e)(11)(13) of the Internal Service Code of 1986, as amended, except for provisions added by reason of the Length of Service Award Program as enacted into federal law in 1997. The voters of the Borough of Harvey Cedars approved the adoption of the LOSAP at the general election held on November 6, 2001, and the first year of eligibility for entrance into the LOSAP by qualified volunteers was calendar year 2002. The LOSAP provides tax deferred income benefits to active volunteer firefighters and emergency squad members.

Amounts deferred under Section 457 plans must be held in trust for the exclusive benefit of participating employees and not be accessible by the Borough or its creditors.

As required by *N.J.A.C.5:30-14.49*, the Borough must have an annual review of its LOSAP performed in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants.

The tax deferred income benefits for the active volunteer firefighters and emergency medical personnel serving the residents 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.

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 \$100.00 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 \$620.00 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 \$16,120.00 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.

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 18. Length of Service Awards Program (continued)

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 no payouts were made to vested participants.

Forfeited Accounts - There were no forfeited accounts that were forfeited to the Borough during the year ended December 31, 2017.

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

Note 19. Taxes Collected in Advance

Taxes collected in advance are recorded as cash liabilities in the financial statements. The following is a comparison of the liability for the previous two years:

	Balance Dec. 31, 2017	Balance Dec. 31, 2016
Prepaid Taxes - Cash Liability	<u>\$ 2,018,446.56</u>	<u>\$ 145,324.42</u>

BOROUGH OF HARVEY CEDARS
NOTES TO THE FINANCIAL STATEMENTS (continued)
FOR THE YEAR ENDED DECEMBER 31, 2017

Note 20. Lease Obligations

The Borough has commitments to lease a 2017 Ford Escape under an operating lease for 3 years. Total lease payments made during the year ended December 31, 2017 amounted to \$ 2,738.67. Future minimum lease payments are as follows:

Year Ending	Amount
2018	\$ 2,987.64
2019	2,987.64
2020	248.97
	\$ 6,224.25

Note 21. Economic Dependency

The Borough of Harvey Cedars is not economically dependent on any one business or industry within the Borough.

Note 22. Subsequent Events

The Borough of Harvey Cedars has evaluated subsequent events occurring after December 31, 2017 through the date of May 16, 2018, which is the date the financial statements were available to be issued.

Authorization of Debt – Subsequent to December 31, 2017, the Borough of Harvey Cedars authorized additional Bonds and Notes as follows:

<u>Purpose</u>	<u>Date</u>	<u>Amount</u>
Improvements to the 80th Street Water Plant	February 2, 2018	\$ 400,000.00

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SUPPLEMENTARY EXHIBITS

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CURRENT FUND

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BOROUGH OF HARVEY CEDARS
CURRENT FUND
SCHEDULE OF CASH - COLLECTOR/TREASURER
YEAR ENDED DECEMBER 31, 2017

	Current Fund	Federal & State Grant Fund
Balance, December 31, 2016	\$ 3,596,562.74	\$ 20,529.38
Increased By:		
Miscellaneous Revenue Not Anticipated	\$ 249,732.67	\$ -
State of New Jersey - Senior Citizens' and Veterans' Deductions	6,000.00	-
Taxes Receivable	11,741,003.82	-
Revenue Accounts Receivable	639,050.46	-
Due To State and Local Agencies	51,864.80	-
Prepaid Taxes	2,018,446.56	-
Petty Cash	610.00	-
Various Reserves	99,524.80	-
Federal & State Grants Receivable	55,595.91	5,859.84
Due Water & Sewer Utility Capital Fund	77,891.13	-
Due General Capital Fund	183,737.61	-
Due General Capital Fund - Grants Receivable	257,247.69	-
Due Current Fund - Interest Earned on Deposits	-	14.39
Reserve for Federal & State Grants - Unappropriated	4,840.00	7,019.86
	<u>15,385,545.45</u>	<u>12,894.09</u>
	18,982,108.19	33,423.47
Decreased By:		
2017 Budget Appropriations	3,828,119.42	-
2016 Appropriation Reserves	71,033.72	-
Encumbrances Payable	131,165.90	-
Encumbrances Payable - Federal & State Grant Fund	17,134.00	65.97
Due To State and Local Agencies	38,016.46	-
Petty Cash	610.00	-
County Taxes Payable	5,068,978.47	-
Regional School Tax	417,825.50	-
Regional High School Tax	3,129,116.50	-
Due Current Fund - Interest Earned on Deposits	-	14.39
Due Animal Control Trust Fund	25.00	-
Reserve for Federal & State Grants - Appropriated	132,283.37	6,276.15
	<u>12,834,308.34</u>	<u>6,356.51</u>
Balance, December 31, 2017	<u>\$ 6,147,799.85</u>	<u>\$ 27,066.96</u>

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

Balance, December 31, 2016		\$	750.00
Increased By:			
2017 Deductions per Tax Duplicate	\$	7,000.00	
2016 Deductions Disallowed by Collector		<u>(1,250.00)</u>	
			<u>5,750.00</u>
			6,500.00
Decreased By:			
Cash Receipts			<u>6,000.00</u>
Balance, December 31, 2017		\$	<u><u>500.00</u></u>

BOROUGH OF HARVEY CEDARS
CURRENT FUND
SCHEDULE OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY
YEAR ENDED DECEMBER 31, 2017

Year	Balance December 31, 2016	2017 Levy	Added	Collections		Senior Citizens' and Veterans' Deductions Allowed/ (Disallowed)	Cancelled	Balance December 31, 2017
				2016	2017			
2016	\$ 49,346.80	\$ -	\$ 13,045.37	\$ -	\$ 58,034.85	\$ (1,250.00)	\$ 4,501.12	\$ 1,106.20
2017	-	11,973,094.00	-	145,324.42	11,680,727.63	7,000.00	42,049.13	97,992.82
	\$ 49,346.80	\$ 11,973,094.00	\$ 13,045.37	\$ 145,324.42	\$ 11,738,762.48	\$ 5,750.00	\$ 46,550.25	\$ 99,099.02

Current Year Cash Receipts	\$ 11,741,003.82
Overpayments Applied	3.23
Overpayments Created	(2,244.57)
	<u>\$ 11,738,762.48</u>

Analysis of Property Tax Levy

Tax Yield:	
General Purpose Tax	\$ 11,849,454.48
Added and Omitted Taxes (N.J.S.A. 54:4-63.1 et seq.)	<u>123,639.52</u>
	<u>\$ 11,973,094.00</u>
Tax Levy:	
Regional School Taxes	\$ 562,426.00
Regional High School Taxes	2,928,056.00
County Taxes	
County Library Tax	\$ 4,413,750.95
County Open Space Tax	475,514.33
Due To County for Added and Omitted Taxes	150,442.93
	<u>58,120.68</u>
Municipal Open Space Tax	124,208.10
Due To Municipal Open Space for Added and Omitted Taxes	<u>1,296.03</u>
	<u>125,504.13</u>
Local Tax for Municipal Purposes	3,185,104.65
Additional Tax Levied	<u>74,174.33</u>
	<u>\$ 11,973,094.00</u>

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

Balance, December 31, 2017 and 2016

None

**BOROUGH OF HARVEY CEDARS
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>
Licenses:				
Alcoholic Beverages	\$ -	\$ 4,650.00	\$ 4,650.00	\$ -
Fees and Permits	-	30,999.00	30,999.00	-
Fines and Costs:				
Municipal Court	3,427.24	32,918.46	35,062.98	1,282.72
Interest and Costs on Taxes	-	18,389.88	18,389.88	-
Beach Badge Fees	-	252,544.00	252,544.00	-
Rents	-	130,822.60	130,822.60	-
Energy Receipts Tax	-	105,628.00	105,628.00	-
Uniform Construction Code Fees	-	60,954.00	60,954.00	-
FEMA - Superstorm Sandy 2012	-	99,524.80	99,524.80	-
	<u>\$ 3,427.24</u>	<u>\$ 736,430.74</u>	<u>\$ 738,575.26</u>	<u>\$ 1,282.72</u>

Cash Receipts	\$ 639,050.46
Various Reserves	<u>99,524.80</u>
	<u>\$ 738,575.26</u>

BOROUGH OF HARVEY CEDARS
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				
Department of Public Affairs and Safety				
Director's Office:				
Other Expenses	\$ 2,667.74	\$ 2,667.74	\$ -	\$ 2,667.74
Municipal Clerk:				
Other Expenses	3,423.45	3,423.45	246.82	3,176.63
Legal Services and Costs:				
Other Expenses	7,243.71	7,243.71	127.93	7,115.78
Municipal Land Use Law (N.J.S.A. 40:55D-1):				
Board of Adjustment:				
Other Expenses	544.17	544.17	223.78	320.39
Police Department:				
Salaries and Wages	36,355.17	36,355.17	-	36,355.17
Other Expenses	11,087.47	11,087.47	3,439.44	7,648.03
Office of Emergency Management:				
Salaries and Wages	3,000.00	3,000.00	-	3,000.00
Municipal Prosecutor's Office:				
Other Expenses	1,850.00	1,850.00	-	1,850.00
Lifeguards:				
Salaries and Wages	15.50	15.50	-	15.50
Other Expenses	47.94	47.94	-	47.94
Beach Operations:				
Salaries and Wages	705.76	705.76	-	705.76
Other Expenses	987.74	987.74	-	987.74
Department of Revenue and Finance				
Director's Office:				
Other Expenses	667.66	667.66	-	667.66
Financial Administration:				
Audit Services	9,029.50	9,029.50	7,500.00	1,529.50
Tax Assessment Administration:				
Other Expenses	82.97	82.97	82.97	-
Department of Public Works, Parks, and Public Property				
Director's Office:				
Other Expenses	950.45	950.45	-	950.45
Engineering Services and Costs:				
Other Expenses	63.46	63.46	-	63.46
Road Repair and Maintenance:				
Salaries and Wages	10,163.49	10,163.49	-	10,163.49
Other Expenses	2,651.80	2,651.80	2,573.05	78.75

BOROUGH OF HARVEY CEDARS
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>
Garbage and Trash Removal:				
Other Expenses	11,166.43	11,166.43	11,166.43	-
Public Buildings and Grounds:				
Other Expenses	5,502.18	5,502.18	-	5,502.18
Vehicle Maintenance:				
Salaries and Wages	7,108.43	7,108.43	-	7,108.43
Other Expenses	4,262.17	4,262.17	-	4,262.17
Park Maintenance:				
Other Expenses	2,350.59	2,350.59	550.00	1,800.59
Beachfront Maintenance:				
Other Expenses	35,470.95	35,470.95	23,008.21	12,462.74
Sanitary Landfill:				
Other Expenses	9,407.18	9,407.18	2,121.14	7,286.04
Special Activity:				
Other Expenses	4,650.00	4,650.00	-	4,650.00
Municipal Court:				
Other Expenses	493.26	493.26	493.26	-
Public Defender (P.L. 1997, c.256):				
Other Expenses	1,775.00	1,775.00	-	1,775.00
Insurance (N.J.S.A. 40A:4-45.3(00)):				
Workers Compensation	2,283.14	2,283.14	-	2,283.14
Employee Group Health	46,147.58	46,147.58	1,124.85	45,022.73
UNIFORM CONSTRUCTION CODE - APPROPRIATIONS				
OFFSET BY DEDICATED REVENUES (N.J.A.C. 5:23-4.17)				
Construction Code Official:				
Other Expenses	585.54	585.54	-	585.54
UNCLASSIFIED				
Electricity	2,305.83	2,305.83	-	2,305.83
Street Lighting	1,460.50	1,460.50	59.21	1,401.29
Telecommunications	3,138.84	3,138.84	963.10	2,175.74
Natural Gas	6,143.52	6,143.52	-	6,143.52
Gasoline	16,020.06	16,020.06	1,975.73	14,044.33
Statutory Expenditures:				
Contribution To:				
Public Employees' Retirement System of NJ	0.50	0.50	-	0.50
Social Security System (O.A.S.I.)	3,241.40	3,241.40	-	3,241.40
Unemployment Insurance (N.J.S.A. 43:21-3 et seq.)	663.03	663.03	-	663.03

BOROUGH OF HARVEY CEDARS
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>
Recycling Tax	1,167.42	1,167.42	74.61	1,092.81
LOSAP	23,880.00	23,880.00	-	23,880.00
Interlocal Municipal Service Agreements:				
Code Enforcement and Administration	20,038.01	20,038.01	9,842.93	10,195.08
Animal Control Services	4,555.00	4,555.00	245.00	4,310.00
IT Services	7,075.00	7,075.00	-	7,075.00
Municipal Court Administrator	20,000.00	20,000.00	20,000.00	-
Capital Improvements:				
Beach Mats	41.20	41.20	-	41.20
Wooden Fence	5,000.00	5,000.00	-	5,000.00
Bulkhead Improvements	2,215.79	2,215.79	-	2,215.79
Total General Appropriations	<u>\$ 339,686.53</u>	<u>\$ 339,686.53</u>	<u>\$ 85,818.46</u>	<u>\$ 253,868.07</u>

Cash Disbursements	\$ 71,033.72
Accounts Payable	<u>14,784.74</u>
	<u><u>\$ 85,818.46</u></u>

BOROUGH OF HARVEY CEDARS
CURRENT FUND
SCHEDULE OF DEFERRED CHARGES - N.J.S.A. 40A:4-54
SPECIAL EMERGENCY AUTHORIZATIONS
YEAR ENDED DECEMBER 31, 2017

<u>Year</u>	<u>Description</u>	<u>Amount</u>	Balance December 31, <u>2016</u>	Raised in 2017 <u>Budget</u>	Balance December 31, <u>2017</u>
2013	2012 Superstorm Sandy	\$ 338,624.00	\$ 35,924.80	\$ 35,924.80	\$ -
2014	2013 Amendment to Superstorm Sandy	159,000.00	63,600.00	63,600.00	-
			<u>\$ 99,524.80</u>	<u>\$ 99,524.80</u>	<u>\$ -</u>

**BOROUGH OF HARVEY CEDARS
CURRENT FUND
SCHEDULE OF ENCUMBRANCES PAYABLE
YEAR ENDED DECEMBER 31, 2017**

	Current Fund	Federal & State Grant Fund
Balance, December 31, 2016	\$ 138,955.23	\$ 25,311.12
Increased By:		
Current Appropriations	90,512.50	-
	229,467.73	25,311.12
Decreased By:		
Encumbrances Cancelled	7,789.33	8,111.15
Disbursed by Federal & State Grant Fund	-	65.97
Disbursed by Current Fund	131,165.90	17,134.00
Balance, December 31, 2017	\$ 90,512.50	\$ -

BOROUGH OF HARVEY CEDARS
CURRENT FUND
SCHEDULE OF DUE TO/(FROM) STATE AND LOCAL AGENCIES
YEAR ENDED DECEMBER 31, 2017

<u>Description</u>	Balance December 31, <u>2016</u>	Cash <u>Received</u>	Cash <u>Disbursed</u>	Balance December 31, <u>2017</u>
State of New Jersey:				
Marriage Licenses	\$ -	\$ 50.00	\$ 50.00	\$ -
Training Fees	7,546.86	8,694.00	6,819.46	9,421.40
Ocean County Construction Department:				
Plumbing/Fire Sub Code	8,914.45	43,120.80	31,147.00	20,888.25
	<u>\$ 16,461.31</u>	<u>\$ 51,864.80</u>	<u>\$ 38,016.46</u>	<u>\$ 30,309.65</u>

**BOROUGH OF HARVEY CEDARS
CURRENT FUND
STATEMENT OF TAX OVERPAYMENTS
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 3.23
Increased By:	
Overpayments Created for Taxes	<u>2,244.57</u>
	2,247.80
Decreased By:	
Overpayments Applied to Taxes	<u>3.23</u>
Balance, December 31, 2017	<u><u>\$ 2,244.57</u></u>

**BOROUGH OF HARVEY CEDARS
CURRENT FUND
SCHEDULE OF PREPAID TAXES
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 145,324.42
Increased By:	
Prepaid Taxes Collected	<u>2,018,446.56</u>
	2,163,770.98
Decreased By:	
Applied To Taxes Receivable	<u>145,324.42</u>
Balance, December 31, 2017	<u><u>\$ 2,018,446.56</u></u>

**BOROUGH OF HARVEY CEDARS
CURRENT FUND
SCHEDULE OF COUNTY TAXES PAYABLE
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$	29,270.26
Increased By:			
2017 Tax Levy:			
County Taxes	\$	4,413,750.95	
County Library Taxes		475,514.33	
County Open Space Taxes		150,442.93	
Due To County for Added and Omitted Taxes		<u>58,120.68</u>	
			<u>5,097,828.89</u>
			5,127,099.15
Decreased By:			
Cash Disbursements			<u>5,068,978.47</u>
Balance, December 31, 2017		\$	<u><u>58,120.68</u></u>

**BOROUGH OF HARVEY CEDARS
CURRENT FUND
SCHEDULE OF DUE MUNICIPAL OPEN SPACE TRUST FUND
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$	-
Increased By:			
2017 Tax Levy:			
Open Space Preservation	\$	124,208.10	
Added & Omitted Taxes		<u>1,296.03</u>	
			<u>125,504.13</u>
Balance, December 31, 2017		\$	<u><u>125,504.13</u></u>

**BOROUGH OF HARVEY CEDARS
CURRENT FUND
SCHEDULE OF REGIONAL SCHOOL TAXES
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016:		
School Tax Payable	\$ 7,234.81	
School Tax Deferred	<u>129,374.69</u>	
		\$ 136,609.50
Increased By:		
Levy - July 1, 2017 to June 30, 2018		<u>562,426.00</u>
		699,035.50
Decreased By:		
Cash Disbursements		<u>417,825.50</u>
Balance, December 31, 2017:		
School Tax Payable	151,835.31	
School Tax Deferred	<u>129,374.69</u>	
		<u>\$ 281,210.00</u>
 <u>2017 Liability for Regional School Tax</u>		
Tax Payable, December 31, 2017		\$ 151,835.31
Tax Paid		<u>417,825.50</u>
		569,660.81
Less:		
Taxes Payable, December 31, 2016		<u>7,234.81</u>
Amount Charged To 2017 Operations		<u>\$ 562,426.00</u>

**BOROUGH OF HARVEY CEDARS
CURRENT FUND
SCHEDULE OF REGIONAL HIGH SCHOOL TAXES
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016:		
School Tax Payable	\$ 1,461,291.35	
School Tax Deferred	<u>203,797.14</u>	
		\$ 1,665,088.49
Increased By:		
Levy - July 1, 2017 to June 30, 2018		<u>2,928,056.00</u>
		4,593,144.49
Decreased By:		
Cash Disbursements	<u>3,129,116.50</u>	
		<u>3,129,116.50</u>
Balance, December 31, 2017:		
School Tax Payable	1,260,230.85	
School Tax Deferred	<u>203,797.14</u>	
		<u>\$ 1,464,027.99</u>
<u>2017 Liability for Regional High School Tax</u>		
Tax Payable, December 31, 2017		\$ 1,260,230.85
Tax Paid		<u>3,129,116.50</u>
		4,389,347.35
Less:		
Tax Payable, December 31, 2016		<u>1,461,291.35</u>
Amount Charged To 2017 Operations		<u>\$ 2,928,056.00</u>

**BOROUGH OF HARVEY CEDARS
CURRENT FUND
SCHEDULE OF VARIOUS RESERVES
YEAR ENDED DECEMBER 31, 2017**

	Balance December 31, <u>2016</u>	<u>Increased</u>	<u>Decreased</u>	Balance December 31, <u>2017</u>
Debt Service	\$ 88,828.56	\$ -	\$ -	\$ 88,828.56
FEMA Proceeds	51,208.29	99,524.80	99,524.80	51,208.29
	<u>\$ 140,036.85</u>	<u>\$ 99,524.80</u>	<u>\$ 99,524.80</u>	<u>\$ 140,036.85</u>

**BOROUGH OF HARVEY CEDARS
FEDERAL AND STATE GRANT FUND
DUE FROM (TO) CURRENT FUND
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$	11,062.70
Increased By:			
Cash Receipts by Current Fund - Grants Receivable	\$	55,595.91	
Cash Receipts by Current Fund - Reserve for Grants - Unappropriated		<u>4,840.00</u>	
			<u>60,435.91</u>
			71,498.61
Decreased By:			
Cash Disbursed by Current Fund - Grant Fund Encumbrances		17,134.00	
Cash Disbursed by Current Fund - Reserve for Grants - Appropriated		<u>132,283.37</u>	
			<u>149,417.37</u>
Balance, December 31, 2017		\$	<u><u>(77,918.76)</u></u>

**BOROUGH OF HARVEY CEDARS
FEDERAL AND STATE GRANT FUND
SCHEDULE OF GRANTS RECEIVABLE
YEAR ENDED DECEMBER 31, 2017**

<u>Program</u>	<u>Balance December 31, 2016</u>	<u>Revenue Anticipated 2017</u>	<u>Transferred From Grants Unappropriated</u>	<u>Cash Received</u>	<u>Transferred to General Capital Fund</u>	<u>Balance December 31, 2017</u>
<u>Federal Grants:</u>						
FEMA Hazard Mitigation Grant - 80th Street Electrical Panel	\$ 45,000.00	\$ -	\$ -	\$ -	\$ -	\$ 45,000.00
FEMA Hazard Mitigation Grant - 80th Street Generator	97,860.00	-	-	-	-	97,860.00
FY 15 Homeland Security AM Radio Grant	1,121.00	-	-	-	-	1,121.00
CDBG Handicapped Equipment for Beach Access	25,000.00	-	-	25,000.00	-	-
COPS In Shops	2,160.00	2,400.00	-	2,400.00	-	2,160.00
Distracted Driving Crackdown	-	5,500.00	-	-	-	5,500.00
Drive Sober or Get Pulled Over/Drink, Drive, Lose	1,150.00	5,500.00	-	5,500.00	-	1,150.00
<u>State Grants:</u>						
Clean Communities Program	87.59	5,602.48	-	5,602.48	-	87.59
Recycling Tonnage Grant	0.32	4,651.38	4,651.38	-	-	0.32
Alcohol Education and Rehabilitation	0.44	257.36	-	257.36	-	0.44
Body Armor Grant	0.25	1,223.11	-	1,223.11	-	0.25
Bulletproof Vest Partnership	2,518.83	-	-	-	-	2,518.83
Generator Fuel Tank	12,185.00	-	-	9,012.08	-	3,172.92
FY 18 966 Reimbursement - Motorola Portable Radios	-	12,585.60	-	-	-	12,585.60
NJ DOT - Safe Routes to Schools	-	9,615.00	-	4,960.72	-	4,654.28
NJ DOT Grant - Holly Avenue Road Project	144,000.00	-	-	-	144,000.00	-
<u>Local Grants:</u>						
Ocean County JIF Police Accreditation Grant	-	7,500.00	-	7,500.00	-	-
Total	\$ 331,083.43	\$ 54,834.93	\$ 4,651.38	\$ 61,455.75	\$ 144,000.00	\$ 175,811.23

Adopted Budget
Ch. 159 Budget Amendments

\$	10,151.38
	<u>44,683.55</u>
\$	<u>54,834.93</u>

**BOROUGH OF HARVEY CEDARS
FEDERAL AND STATE GRANT FUND
SCHEDULE OF RESERVE FOR GRANT EXPENDITURES - APPROPRIATED
YEAR ENDED DECEMBER 31, 2017**

<u>Program</u>	<u>Balance December 31, 2016</u>	<u>Transferred From Budget</u>	<u>Expended</u>	<u>Encumbrances Cancelled</u>	<u>Transferred to General Capital Fund</u>	<u>Balance December 31, 2017</u>
<u>Federal Grants:</u>						
Community Development Block Grant	\$ 919.34	\$ -	\$ -	\$ 571.15	\$ -	\$ 1,490.49
FEMA Hazard Mitigation Grant - 80th Street Electrical Panel	43,297.50	-	1,990.00	-	-	41,307.50
FEMA Hazard Mitigation Grant - 80th Street Electrical Panel - Township Match	-	-	-	5,000.00	-	5,000.00
FEMA Hazard Mitigation Grant - 80th Street Generator	96,059.50	-	14,046.73	-	-	82,012.77
FEMA Hazard Mitigation Grant - 80th Street Generator - Township Match	-	-	-	2,540.00	-	2,540.00
FY 15 Homeland Security AM Radio Grant	1,121.00	-	-	-	-	1,121.00
CDBG Handicapped Equipment for Beach Access	7,866.00	-	7,796.00	-	-	70.00
COPS in Shops	2,520.00	2,400.00	2,400.00	-	-	2,520.00
Distracted Driving Crackdown	-	5,500.00	-	-	-	5,500.00
Drive Sober or Get Pulled Over/Drink, Drive, Lose	1,150.00	5,500.00	-	-	-	6,650.00
<u>State Grants:</u>						
Alcohol Education Rehabilitation Program	2,578.81	257.36	-	-	-	2,836.17
Drunk Driving Enforcement Fund	2,301.47	-	-	-	-	2,301.47
Clean Communities Program	5,836.10	5,602.48	9,909.42	-	-	1,529.16
Recycling Tonnage Grant	12,040.37	4,651.38	6,276.15	-	-	10,415.60
Body Armor Fund	2,482.05	1,223.11	1,711.00	-	-	1,994.16
Bulletproof Vest Partnership	2,131.51	-	-	-	-	2,131.51
Generator Fuel Tank	12,185.00	-	-	-	-	12,185.00
FY 18 966 Reimbursement - Motorola Portable Radios	-	12,585.60	12,585.60	-	-	-
NJ DOT - Safe Routes to Schools	-	9,615.00	2,540.72	-	-	7,074.28
NJ DOT Grant - Holly Avenue Road Project	144,000.00	-	75,553.90	-	68,446.10	-
<u>Local Grants:</u>						
Ocean County Tourism Grant	14.36	-	-	-	-	14.36
Ocean County JIF Police Accreditation Program	3,750.00	7,500.00	3,750.00	-	-	7,500.00
	<u>\$ 340,253.01</u>	<u>\$ 54,834.93</u>	<u>\$ 138,559.52</u>	<u>\$ 8,111.15</u>	<u>\$ 68,446.10</u>	<u>\$ 196,193.47</u>
Cash Disbursed by Current Fund			\$ 132,283.37			
Cash Disbursed by Grant Fund			<u>6,276.15</u>			
			<u>\$ 138,559.52</u>			

**BOROUGH OF HARVEY CEDARS
FEDERAL AND STATE GRANT FUND
SCHEDULE OF RESERVE FOR GRANT EXPENDITURES - UNAPPROPRIATED
YEAR ENDED 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>
Recycling Tonnage Grant	\$ 4,651.38	\$ 2,147.46	\$ 4,651.38	\$ 2,147.46
Ocean County Recycling Sharing Program	-	4,872.40	-	4,872.40
Drive Sober or Get Pulled Over/Drink, Drive, Lose	-	4,840.00	-	4,840.00
	<u>\$ 4,651.38</u>	<u>\$ 11,859.86</u>	<u>\$ 4,651.38</u>	<u>\$ 11,859.86</u>

**BOROUGH OF HARVEY CEDARS
CURRENT FUND
STATEMENT OF ACCOUNTS PAYABLE
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ -
Increased By:	
Transferred from Appropriation Reserves	<u>14,784.74</u>
Balance, December 31, 2017	<u><u>\$ 14,784.74</u></u>

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TRUST FUND

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BOROUGH OF HARVEY CEDARS
TRUST FUND
SCHEDULE OF CASH RECEIPTS AND DISBURSEMENTS
YEAR ENDED DECEMBER 31, 2017

	Animal <u>Control</u>	Trust - <u>Other</u>	<u>Payroll</u>
Balance, December 31, 2016	\$ 307.20	\$ 263,789.19	\$ 8,915.70
Increased By Receipts:			
Dog License Fees - Borough Share	244.80	-	-
Dog License Fees - State Portion	49.20	-	-
Trust - Other Reserves	-	276,024.72	-
Due to Current Fund	25.00	-	-
Due to Current Fund - Interest Earned on Deposits	-	-	24.37
Reserve for Payroll Deductions	-	-	2,928,721.85
	<u>319.00</u>	<u>276,024.72</u>	<u>2,928,746.22</u>
	<u>626.20</u>	<u>539,813.91</u>	<u>2,937,661.92</u>
Decreased By Disbursements:			
Animal Control Statutory Excess			
Expenditures Under R.S. 4:19-15.11	564.07	-	-
Due To State of New Jersey	50.40	-	-
Trust - Other Reserves	-	336,342.94	-
Due to Current Fund - Interest Earned on Deposits	-	-	24.37
Reserve for Payroll Deductions	-	-	2,913,622.90
	<u>614.47</u>	<u>336,342.94</u>	<u>2,913,647.27</u>
Balance, December 31, 2017	<u>\$ 11.73</u>	<u>\$ 203,470.97</u>	<u>\$ 24,014.65</u>

**BOROUGH OF HARVEY CEDARS
ANIMAL CONTROL FUND
SCHEDULE OF DEFICIT IN RESERVE FOR EXPENDITURES
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$	306.00
Increased By:			
Dog License Fees Collected	\$	244.80	
			<u>244.80</u>
			550.80
Decreased By:			
Cash Disbursements		564.07	
			<u>564.07</u>
Balance, December 31, 2017		\$	<u><u>(13.27)</u></u>

<u>Year</u>	<u>Amount</u>
2015	\$ 210.80
2016	<u>258.40</u>
	<u>\$ 469.20</u>

**BOROUGH OF HARVEY CEDARS
ANIMAL CONTROL FUND
SCHEDULE OF DUE TO STATE OF NEW JERSEY
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$	1.20
Increased By:		
Registration Fees Collected		<u>49.20</u>
		50.40
Decreased By:		
Cash Disbursements		<u>50.40</u>
Balance, December 31, 2017	\$	<u><u>-</u></u>

**BOROUGH OF HARVEY CEDARS
TRUST - OTHER FUND
SCHEDULE OF TRUST - OTHER RESERVES
YEAR ENDED DECEMBER 31, 2017**

	Balance December 31, <u>2016</u>	<u>Increases</u>	<u>Decreases</u>	Balance December 31, <u>2017</u>
Recreation Special Activities:				
Trust Fund	\$ 23,189.61	\$ 23,270.72	\$ 20,945.67	\$ 25,514.66
Tax Collector Trust	92,100.00	156,518.49	220,618.49	28,000.00
P.O.A.A.	254.00	2.00	-	256.00
Public Defender	100.00	550.00	525.00	125.00
Forfeited Funds	135.28	1,456.26	-	1,591.54
Cash Bonds	44,907.60	3,500.00	20,640.00	27,767.60
Trust Special	913.24	664.00	-	1,577.24
Lifeguard in Training	50,175.89	36,478.00	46,241.15	40,412.74
Inspection Costs	13,867.87	16,210.55	9,118.03	20,960.39
Street Opening Bonds	12,170.00	4,000.00	-	16,170.00
Traffic Control	7,677.50	13,374.70	17,312.20	3,740.00
Canine Trust	3,060.90	-	942.40	2,118.50
Accumulated Absences	15,237.30	20,000.00	-	35,237.30
	<u>\$ 263,789.19</u>	<u>\$ 276,024.72</u>	<u>\$ 336,342.94</u>	<u>\$ 203,470.97</u>

**BOROUGH OF HARVEY CEDARS
TRUST FUND - MUNICIPAL OPEN SPACE
STATEMENT OF RESERVE FOR FUTURE USE
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$ -
Increased By:		
2017 Tax Levy	\$ 124,208.10	
2017 Added/Omitted Taxes	<u>1,296.03</u>	
		<u>125,504.13</u>
Balance, December 31, 2017		<u><u>\$ 125,504.13</u></u>

**TRUST FUND - MUNICIPAL OPEN SPACE
SCHEDULE OF DUE FROM (TO) CURRENT FUND
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$ -
Increased By:		
2017 Tax Levy	\$ 124,208.10	
2017 Added/Omitted Taxes	<u>1,296.03</u>	
		<u>125,504.13</u>
Balance, December 31, 2017		<u><u>\$ 125,504.13</u></u>

**BOROUGH OF HARVEY CEDARS
PAYROLL FUND
SCHEDULE OF RESERVE FOR PAYROLL DEDUCTIONS
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$ (1,084.30)
Increased By:		
Due Current Fund - Interest Earned on Deposits	\$ 24.37	
Cash Receipts	<u>2,928,721.85</u>	
		<u>2,928,746.22</u>
		2,927,661.92
Decreased By:		
Due Current Fund - Interest Earned on Deposits	24.37	
Cash Disbursements	<u>2,913,622.90</u>	
		<u>2,913,647.27</u>
Balance, December 31, 2017		<u><u>\$ 14,014.65</u></u>

**PAYROLL FUND
SCHEDULE OF DUE TO CURRENT FUND
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2017 and 2016	<u><u>\$ 10,000.00</u></u>
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GENERAL CAPITAL FUND

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**BOROUGH OF HARVEY CEDARS
GENERAL CAPITAL FUND
SCHEDULE OF CASH
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$ 555,941.97
Increased By:		
Capital Improvement Fund	\$ 310,000.00	
Due Current Fund - Interest Earned on Deposits	296.52	
Bond Anticipation Notes	266,262.00	
	<u> </u>	<u>576,558.52</u>
		1,132,500.49
Decreased By:		
Improvement Authorizations	38,716.99	
Due Current Fund - Interest Earned on Deposits	296.52	
	<u> </u>	<u>39,013.51</u>
Balance, December 31, 2017		<u><u>\$ 1,093,486.98</u></u>

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BOROUGH OF HARVEY CEDARS
GENERAL CAPITAL FUND
SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED
YEAR ENDED DECEMBER 31, 2017

Improvement Authorizations	Ordinance Number	Balance December 31, 2016	2017 Authorized	Reserved for Grants Receivable	Bond Anticipation Note Paid By Budget	Balance December 31, 2017	Analysis of Balance		
							Bond Anticipation Notes	Expenditures	Unexpended Improvement Authorizations
Restoration of Beaches	96-11	\$ 233,110.41	\$ -	\$ -	\$ 13,062.86	\$ 220,047.55	\$ 15,047.55	\$ -	\$ 205,000.00
Acquisition of Easements for Public Access	07-16/08-15/09-01/10-01/10-19/10-24/11-11/12-02/13-08								
To Beach		1,548,436.40	-	-	9,493.67	1,538,942.73	389,242.80	155,370.32	994,329.61
Repair, Reconstruction and Additions to the Public Works Garage	06-08	53,475.46	-	-	3,201.72	50,273.74	-	-	-
Acquisition of Various Equipment	07-15	17,771.98	-	-	17,771.98	-	-	-	-
Road and Drainage Improvements	08-03	52,147.33	-	-	25,555.56	26,591.77	19,091.77	-	7,499.99
Borough's Share of Beach Replenishment Project	08-12	473,734.68	-	-	69,230.77	404,503.91	259,503.91	-	145,000.00
Acquisition of a Fire Engine and Related Expenses	09-14	73,690.67	-	-	42,000.00	31,690.67	31,690.67	-	-
Amend Ord 2009-02, Imp. To Cedars & Warwick Ave	10-12	23,327.54	-	-	-	23,327.54	-	294.12	23,033.42
Improvement To Warwick & Buckingham Avenue	11-07	119,728.00	-	-	3,421.05	116,306.95	51,306.95	-	64,999.99
Improvement of Various Municipal Roadways	13-11	125,000.00	-	-	-	125,000.00	-	125,000.00	-
Reconstruction of Holly Avenue	17-08	-	56,000.00	144,000.00	-	200,000.00	200,000.00	-	-
Improvements to 85th and 86th Streets	17-22	-	50,000.00	200,000.00	-	250,000.00	249,999.61	-	0.39
		\$ 2,720,422.47	\$ 106,000.00	\$ 344,000.00	\$ 183,737.61	\$ 2,986,684.86	\$ 1,266,157.00	\$ 280,664.44	\$ 1,439,863.40

Improvement Authorizations - Unfunded

Less: Unexpended Proceeds of Bond Anticipation Notes - Issued:

Ordinance 96-11	\$ 62,586.21	\$ 1,691,894.17
Ordinance 08-03	38,716.78	
Ordinance 08-12	28,534.05	
Ordinance 09-14	2,332.18	
Ordinance 11-07	13,861.94	
Ordinance 17-08	56,000.00	
Ordinance 17-22	49,999.61	
	<u>252,030.77</u>	
		<u>\$ 1,439,863.40</u>

**BOROUGH OF HARVEY CEDARS
GENERAL CAPITAL FUND
SCHEDULE OF BOND ANTICIPATION NOTES
YEAR ENDED DECEMBER 31, 2017**

Ordinance Number	Improvement Description	Original Issue Date	Date of Issue	Date of Maturity	Interest Rate	Balance December 31, 2016	Increase	Decrease	Balance December 31, 2017
07-15	Acquisition of Various Equipment	12/14/07	11/10/16	11/10/17	1.00%	\$ 17,771.98	\$ -	\$ 17,771.98	\$ -
96-11	Restoration of Beaches	12/12/08	11/10/16 11/9/17	11/10/17 11/9/18	1.00% 1.50%	28,110.41 -	- 15,047.55	28,110.41 -	- 15,047.55
08-03	Road and Drainage Improvements	12/12/08	11/10/16 11/9/17	11/10/17 11/9/18	1.00% 1.50%	44,647.33 -	- 19,091.77	44,647.33 -	- 19,091.77
06-08	Repair, Reconstruction and Additions to the Public Works Garage	12/12/08	11/10/16 11/9/17	11/10/17 11/9/18	1.00% 1.50%	53,475.46 -	- 50,273.74	53,475.46 -	- 50,273.74
08-12	Borough's Share - Beach Replenishment Project	12/12/08	11/10/16 11/9/17	11/10/17 11/9/18	1.00% 1.50%	328,734.68 -	- 259,503.91	328,734.68 -	- 259,503.91
09-14	Acquisition of Fire Engine and Related Expenses	12/10/10	11/10/16 11/9/17	11/10/17 11/9/18	1.00% 1.50%	73,690.67 -	- 31,690.67	73,690.67 -	- 31,690.67
11-07	Improvement To Warwick & Buckingham Avenue	12/09/11	11/10/16 11/9/17	11/10/17 11/9/18	1.00% 1.50%	54,728.00 -	- 51,306.95	54,728.00 -	- 51,306.95
12-02	Amend Ord 2007-16, Acquisition of Easements	12/06/13	11/10/16	11/10/17	1.00%	398,736.47	-	398,736.47	-
						-	389,242.80	-	389,242.80
17-08	Reconstruction of Holly Avenue	11/9/17	11/9/17	11/9/18	1.50%	-	200,000.00	-	200,000.00
17-22	Improvements to 85th and 86th Streets	11/9/17	11/9/17	11/9/18	1.50%	-	249,999.61	-	249,999.61
						\$ 999,895.00	\$ 1,266,157.00	\$ 999,895.00	\$ 1,266,157.00
Renewal						\$ 816,157.39	\$ 816,157.39		
Issued - Cash Receipts						266,262.00	-		
Issued - Due from Current Fund						183,737.61	-		
Paid By Budget Appropriation						-	183,737.61		
						\$ 1,266,157.00	\$ 999,895.00		

**BOROUGH OF HARVEY CEDARS
GENERAL CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS
YEAR ENDED DECEMBER 31, 2017**

Improvement Authorizations	Ordinance Number	Balance December 31, 2016		2017 Authorizations	Paid	Encumbrances Cancelled	Balance December 31, 2017	
		Funded	Unfunded				Funded	Unfunded
Restoration of Beaches	96-11	\$ 17,349.65	\$ 267,586.21	\$ -	\$ 313.32	\$ -	\$ 17,036.33	\$ 267,586.21
Acquisition of Easements for Public Access To the Beach	07-16/08-15/09-01/ 10-01/10-19/10-24/ 11-11/12-02/13-08	-	994,642.93	-	313.32	-	-	994,329.61
Road and Drainage Improvements	08-03	-	46,530.09	-	313.32	-	-	46,216.77
Borough's Share of Beach Replenishment Project	08-12	-	173,866.57	-	332.52	-	-	173,534.05
Improvement To Cedars Avenue and Warwick Avenue	09-02/10-12	-	23,327.54	-	294.12	-	-	23,033.42
Acquisition of a Fire Engine and Related Expenses	09-14	-	2,645.50	-	313.32	-	-	2,332.18
Improvement To Warwick & Buckingham Avenue	11-07	-	79,175.24	-	313.31	-	-	78,861.93
Certain Capital Improvements	11-13	318.00	-	-	-	-	318.00	-
Certain Capital Improvements	11-15	6,444.54	-	-	-	-	6,444.54	-
Certain Capital Improvements	12-10	729.80	-	-	729.80	-	0.00	-
Repair and Maintenance of Beaches	16-14	-	-	-	-	350,000.00	350,000.00	-
Reconstruction of Holly Avenue	17-08	-	-	200,000.00	95,521.10	-	48,478.90	56,000.00
Improvements to 85th and 86th Street	17-22	-	-	250,000.00	15,826.76	-	184,173.24	50,000.00
		\$ 24,841.99	\$ 1,587,774.08	\$ 450,000.00	\$ 114,270.89	\$ 350,000.00	\$ 606,451.01	\$ 1,691,894.17

Deferred Charges - Unfunded	\$ 106,000.00
Grants Receivable	344,000.00
	<u>\$ 450,000.00</u>

Disbursed by Federal & State Grant Fund	\$ 75,553.90
Disbursed by General Capital Fund	38,716.99
	<u>\$ 114,270.89</u>

**BOROUGH OF HARVEY CEDARS
GENERAL CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 296,734.03
Increased By:	
2017 Budget Appropriation	<u>310,000.00</u>
Balance, December 31, 2017	<u><u>\$ 606,734.03</u></u>

**SCHEDULE OF ENCUMBRANCES PAYABLE
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 350,000.00
Decreased By:	
Cancellations	<u>350,000.00</u>
Balance, December 31, 2017	<u><u>\$ -</u></u>

**SCHEDULE OF GRANTS RECEIVABLE
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ -
Increased By:	
Transferred from Federal & State Grant Fund	\$ 144,000.00
New Jersey Department of Transportation FY 2017 Municipal Aid Program	<u>200,000.00</u>
	<u>344,000.00</u>
	344,000.00
Decreased By:	
Cash Received in Current Fund	<u>257,247.69</u>
Balance, December 31, 2017	<u><u>\$ 86,752.31</u></u>
Analysis of Grants Receivable Balance:	
New Jersey Department of Transportation - I/A 2017-08	\$ 36,752.31
New Jersey Department of Transportation - I/A 2017-22	<u>50,000.00</u>
	<u><u>\$ 86,752.31</u></u>

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

<u>Ordinance Number</u>	<u>Improvement Authorizations</u>	Balance December 31, <u>2016</u>	2017 <u>Authorization</u>	Bond Anticipation <u>Notes Issued</u>	Balance December 31, <u>2017</u>
96-11	Restoration of Beaches	\$ 205,000.00	\$ -	\$ -	\$ 205,000.00
08-03	Road and Drainage Improvements	7,500.00	-	-	7,500.00
08-12	Borough's Share of Beach Replenishment Project	145,000.00	-	-	145,000.00
10-12	Amend Ord 2009-02, Imp. To Cedars & Warwick Avenue	23,327.54	-	-	23,327.54
11-07	Improvement To Warwick & Buckingham Avenue	65,000.00	-	-	65,000.00
12-02	Amend Ord 2007-16, Acquisition of Easements	199,699.93	-	-	199,699.93
13-08	Amend Ord 2007-16, Acquisition of Easements	950,000.00	-	-	950,000.00
13-11	Improvement of Various Municipal Roadways	125,000.00	-	-	125,000.00
17-08	Repair and Maintenance of Beaches	-	200,000.00	200,000.00	-
17-22	Reconstruction of Holly Avenue	-	250,000.00	249,999.61	0.39
		<u>\$ 1,720,527.47</u>	<u>\$ 450,000.00</u>	<u>\$ 449,999.61</u>	<u>\$ 1,720,527.86</u>

**BOROUGH OF HARVEY CEDARS
GENERAL CAPITAL FUND
SCHEDULE OF RESERVE FOR DEBT SERVICE
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$	-
Increased By:			
Excess Note Cash - Ordinance 2017-08	\$	107,247.69	
Excess Note Cash - Ordinance 2017-22		<u>150,000.00</u>	
			<u>257,247.69</u>
Balance, December 31, 2017		\$	<u><u>257,247.69</u></u>

WATER/SEWER UTILITY FUND

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**BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY OPERATING FUND
SCHEDULE OF CASH - TREASURER
YEAR ENDED DECEMBER 31, 2017**

	<u>Operating</u>	<u>Capital</u>
Balance, December 31, 2016	\$ 503,859.43	\$ 310,971.95
Increased By Receipts:		
Miscellaneous Income	\$ 12,117.23	\$ -
Water Utility Rents	930,406.22	-
Sewer Utility Rents	364,101.97	-
Bond Anticipation Notes	-	222,108.00
Capital Improvement Fund	-	30,000.00
Due Water & Sewer Operating Fund - Interest Earned on Deposits	-	45.49
	<u>1,306,625.42</u>	<u>252,153.49</u>
	1,810,484.85	563,125.44
Decreased By Disbursements:		
2017 Budget Appropriations	1,021,014.59	-
2016 Appropriation Reserves	2,663.09	-
Accrued Interest Paid	25,802.98	-
Encumbrances Payable	22,087.56	55,433.10
Due Water & Sewer Operating Fund - Interest Earned on Deposits	-	45.49
Improvement Authorization	-	343,915.99
	<u>1,071,568.22</u>	<u>399,394.58</u>
Balance, December 31, 2017	<u>\$ 738,916.63</u>	<u>\$ 163,730.86</u>

BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY CAPITAL FUND
SCHEDULE OF ANALYSIS OF WATER-SEWER UTILITY CAPITAL FUND CASH
YEAR ENDED DECEMBER 31, 2017

	Balance December 31, 2017	Receipts		Disbursements		Balance December 31, 2017
		Budget Appropriation	Bond Anticipation Notes	Improvement Authorization	Miscellaneous	
Capital Improvement Fund	\$ 73,454.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$ 103,454.00
Due from Current Fund	(68,000.00)	-	-	-	-	(145,891.13)
Due Water & Sewer Operating Fund	-	-	-	-	45.49	-
Encumbrances Payable	-	-	-	-	55,433.10	-
Fund Balance	40,343.54	-	-	-	-	40,343.54
Ordinance						
Number						
Improvement Authorizations						
02-06						
Construction of Generator Housing and Generator Installation	(45,600.00)	-	-	-	-	(45,600.00)
03-07						
Reconstruct Water Mains	26,960.04	-	-	294.12	-	26,665.92
06-10/06-17						
Repainting and Repairs of Water Tower	(158,500.00)	-	-	-	-	(158,500.00)
07-16						
Acquisition and Installation of Residential Water Meters	11,373.60	-	-	8,090.50	-	-
12-11/14-05/14-07/14-16						
Improvements to Elevated Water Tank	26,263.75	-	-	13,994.12	-	12,269.63
15-10						
Purchase of Utility Dump Truck	65.00	-	-	-	-	65.00
15-11						
Improvements to 80th Street Water Plant	296,462.02	-	-	270,665.93	-	25,796.09
16-03						
Acquisition of Utility Truck and Related Expenses	56,000.00	-	-	-	-	56,000.00
16-11						
Purchase of Utility Truck	52,150.00	-	-	-	-	-
17-05						
Installation of a Well and Related Improvements	-	-	-	18,718.80	-	(18,718.80)
17-09						
Improvements to the Salem Avenue Water Plant	-	-	222,108.00	32,152.52	-	267,846.61
	\$ 310,971.95	\$ 30,000.00	\$ 222,108.00	\$ 343,915.99	\$ 55,478.59	\$ 163,730.86

**BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY OPERATING FUND
SCHEDULE OF WATER CONSUMER ACCOUNTS RECEIVABLE
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$ 23,737.26
Increased By:		
2017 Water Rents Levied	\$ 933,091.45	
Overpayments Created	<u>1,897.29</u>	
		<u>934,988.74</u>
		958,726.00
Decreased By:		
Cash Collections	930,406.22	
Overpayments Applied	<u>2,375.92</u>	
		<u>932,782.14</u>
Balance, December 31, 2017		<u><u>\$ 25,943.86</u></u>

**BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY OPERATING FUND
SCHEDULE OF WATER OVERPAYMENTS
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 2,375.92
Increased By:	
Transferred from Current Year Rents	<u>1,897.29</u>
	4,273.21
Decreased By:	
Applied to Current Year Rents	<u>2,375.92</u>
Balance, December 31, 2017	<u><u>\$ 1,897.29</u></u>

**BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY OPERATING FUND
SCHEDULE OF SEWER CONSUMER ACCOUNTS RECEIVABLE
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$	15,984.27
Increased By:			
2017 Sewer Rents Levied	\$	365,999.85	
Overpayments Created		<u>957.48</u>	
			<u>366,957.33</u>
			382,941.60
Decreased By:			
Cash Collections		364,101.97	
Overpayments Applied		<u>1,685.30</u>	
			<u>365,787.27</u>
Balance, December 31, 2017		\$	<u><u>17,154.33</u></u>

**BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY OPERATING FUND
SCHEDULE OF SEWER OVERPAYMENTS
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 1,685.30
Increased By:	
Transferred from Current Year Rents	<u>957.48</u>
	2,642.78
Decreased By:	
Applied to Current Year Rents	<u>1,685.30</u>
Balance, December 31, 2017	<u><u>\$ 957.48</u></u>

**BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY CAPITAL FUND
SCHEDULE OF FIXED CAPITAL
YEAR ENDED DECEMBER 31, 2017**

	Balance, December 31, <u>2017 and 2016</u>
Water Tower	\$ 868,630.75
Structure, Springs and Wells	717,457.68
Pumping and Distribution	592,139.32
Meters and Meter Accessories	115,946.88
Fire Hydrants	2,088.20
Furniture and Equipment	260,196.92
Sewer Collection System	1,661,367.16
Construction of Generator Housing and Generator Installation	120,000.00
Construction of Utility Garage and Purchase of Replacement Aerator	274,817.56
Vehicles / Pick Up Truck	63,291.00
Dump Truck/Roller/Trailer	43,000.00
Salem Plant Motor	6,559.00
Purchase of Utility Truck	28,194.00
	<hr/>
	\$ 4,753,688.47
	<hr/> <hr/>
Ref.	D

BOROUGH OF HARVEY CEDARS
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>Balance</u>
		<u>Date</u>	<u>Amount</u>	<u>December 31, 2016</u>	<u>December 31, 2017</u>
98-08	Repair Wells/Reconstruct Water Mains	11/17/98	\$ 64,000.00	\$ 64,000.00	\$ 64,000.00
01-05	Replace Filter Media and Inspect Filler Vessel at the Salem Avenue Water Plant	5/15/01	40,000.00	40,000.00	40,000.00
03-07/05-15	Reconstruct Water Mains	7/3/03	1,894,737.00	1,894,737.00	1,894,737.00
06-10/06-17	Repainting and Repairs of Water Tower	6/27/06-10/17/06	350,000.00	350,000.00	350,000.00
07-06	Acquisition and Installation of Residential Water Meters	4/24/07	280,000.00	280,000.00	280,000.00
12-11/14-05/ 14-07/14-16	Improvements to Elevated Water Tank	11/2/12	755,000.00	755,000.00	755,000.00
15-10	Purchase of Utility Dump Truck	10/22/15	52,000.00	52,000.00	52,000.00
15-11	Improvements to 80th Street Water Plant	11/10/15	300,000.00	300,000.00	300,000.00
16-03	Acquisition of Utility Truck and Related Expenses	4/1/16	56,000.00	56,000.00	56,000.00
16-08	Improvements to 77th Street Water Well	6/21/16	12,000.00	12,000.00	12,000.00
16-11	Purchase of Utility Truck	9/20/16	52,150.00	52,150.00	52,150.00
17-05	Installation of a Well and Related Improvements	2/21/17	1,125,000.00	-	1,125,000.00
17-09	Improvements to the Salem Avenue Water Plant	5/5/17	300,000.00	-	300,000.00
				<u>\$ 3,855,887.00</u>	<u>\$ 5,280,887.00</u>

**BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY OPERATING FUND
SCHEDULE OF 2016 APPROPRIATION RESERVES
YEAR ENDED DECEMBER 31, 2017**

<u>Appropriation</u>	Balance December 31, <u>2016</u>	Balance After <u>Transfers</u>	<u>Expended</u>	Balance <u>Lapsed</u>
Operating:				
Salaries and Wages	\$ 32,386.18	\$ 32,386.18	\$ -	\$ 32,386.18
Other Expenses	12,191.98	12,191.98	2,663.09	9,528.89
Statutory Expenditures:				
Contribution To:				
Public Employees' Retirement System	0.50	0.50	-	0.50
Social Security System (O.A.S.I.)	3,511.00	3,511.00	-	3,511.00
Unemployment Compensation Insurance	512.37	512.37	-	512.37
	<u>\$ 48,602.03</u>	<u>\$ 48,602.03</u>	<u>\$ 2,663.09</u>	<u>\$ 45,938.94</u>

BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY OPERATING AND CAPITAL FUND
SCHEDULE OF ENCUMBRANCES PAYABLE
YEAR ENDED DECEMBER 31, 2017

	Operating Fund	Capital Fund
Balance, December 31, 2016	\$ 22,087.56	\$ 55,433.10
Increased By:		
Current Appropriations	<u>14,367.67</u>	<u>-</u>
	36,455.23	55,433.10
Decreased By:		
Cash Disbursements	<u>22,087.56</u>	<u>55,433.10</u>
Balance, December 31, 2017	<u><u>\$ 14,367.67</u></u>	<u><u>\$ -</u></u>

**BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY OPERATING FUND
SCHEDULE OF ACCRUED INTEREST ON BONDS AND NOTES
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 10,382.08
Increased By:	
Budget Appropriation	<u>26,320.27</u>
	36,702.35
Decreased By:	
Paid	<u>25,802.98</u>
Balance, December 31, 2017	<u><u>\$ 10,899.37</u></u>

Analysis of Balance - December 31, 2017

	Outstanding December 31, <u>2017</u>	Interest <u>Rate</u>	<u>From</u>	<u>To</u>	<u>Period</u>	<u>Amount</u>
Note	\$ 1,316,541.00	1.50%	11/9/17	12/31/17	52 Days	\$ 2,813.43
Loan	445,000.00	Various	08/01/17	12/31/17	5 Months	<u>8,085.94</u>
						<u><u>\$ 10,899.37</u></u>

BOROUGH OF HARVEY CEDARS
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>
06-10/06-17	Repainting and Repairs of Water Tower	12/14/07	11/10/16	11/10/17	1.00%	\$ 47,932.76	\$ -	\$ 47,932.76	\$ -
12-11	Improvements to Elevated Water Tank	12/7/12	11/10/16 11/9/17	11/10/17 11/9/18	1.00% 1.50%	179,750.24 -	- 172,215.76	179,750.24 -	- 172,215.76
14-05/14-07/14-16	Improvements to Elevated Water Tank	12/5/14	11/10/16 11/9/17	11/10/17 11/9/18	1.00% 1.50%	498,750.00 -	- 476,326.11	498,750.00 -	- 476,326.11
15-11	Improvements to 80th Street Water Plant	12/4/15	11/10/16 11/9/17	11/10/17 11/9/18	1.00% 1.50%	300,000.00 -	- 300,000.00	300,000.00 -	- 300,000.00
16-03	Acquisition of Utility Truck and Related Expenses	11/10/16	11/10/16 11/9/17	11/10/17 11/9/18	1.00% 1.50%	56,000.00 -	- 56,000.00	56,000.00 -	- 56,000.00
16-08	Improvements to 77th Street Water Well	11/10/16	11/10/16 11/9/17	11/10/17 11/9/18	1.00% 1.50%	12,000.00 -	- 12,000.00	12,000.00 -	- 12,000.00
17-09	Improvements to the Salem Avenue Water Plant	11/9/17	11/9/17	11/9/18	1.50%	-	299,999.13	-	299,999.13
						<u>\$ 1,094,433.00</u>	<u>\$ 1,316,541.00</u>	<u>\$ 1,094,433.00</u>	<u>\$ 1,316,541.00</u>
						<u>Renewal</u>			
						Issued - Cash Receipts	\$ 1,016,541.87	\$ 1,016,541.87	
						Issued - Due from Current Fund	222,108.00	-	
						Paid by Budget Appropriation	77,891.13	-	
							-	77,891.13	
						<u>\$ 1,316,541.00</u>	<u>\$ 1,094,433.00</u>	<u>\$ 1,094,433.00</u>	

BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY CAPITAL FUND
SCHEDULE OF ENVIRONMENTAL INFRASTRUCTURE TRUST LOANS
YEARENDED DECEMBER 31, 2017

<u>Improvement Description</u>	<u>Amount</u>	<u>Date of Loan</u>	<u>Date</u>	<u>Amount</u>	<u>Interest Rate</u>	Balance December 31, 2016	<u>Decreased</u>	Balance December 31, 2017
Trust Loan	\$ 850,000.00	11/01/05	8/01/18-19 8/01/20 8/01/21-22 8/01/23-24 8/01/25	50,000.00 50,000.00 55,000.00 60,000.00 65,000.00	4.250% 4.500% 4.375% 4.375% 4.375%			
						\$ 490,000.00	\$ 45,000.00	\$ 445,000.00
Fund Loan	826,634.00	11/01/05	2/01/18 2/01/18 2/01/19 2/01/19 2/01/20 2/01/20 8/01/20 2/01/21 8/01/21 2/01/22 8/01/22 2/01/23 8/01/23 2/01/24 8/01/24 2/01/25 8/01/25	6,159.55 37,899.58 5,485.07 37,225.10 4,810.59 36,550.63 4,096.44 39,010.48 3,332.70 38,246.73 2,568.95 40,656.99 1,735.78 39,823.82 902.60 42,164.84	0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00%			
						382,697.61	42,027.76	340,669.85
						\$ 872,697.61	\$ 87,027.76	\$ 785,669.85

BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY CAPITAL FUND
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS
YEAR ENDED DECEMBER 31, 2017

Ordinance Number	Purpose	Ordinance		December 31, 2016		2017 Authorization	December 31, 2017	
		Date	Amount	Funded	Unfunded		Paid	Funded Unfunded
01-05	Replace Filter Media and Inspect Filter Vessel	5/15/01	\$ 40,000.00	\$ -	\$ 3,423.58	\$ -	\$ -	\$ 3,423.58
03-07/05-15	Reconstruct Water Mains	7/03/03-7/19/05	1,632,000.00	-	50,326.04	-	294.12	- 50,031.92
07-16	Acquisition and Installation of Residential Water Meters	4/24/07	280,000.00	8,090.50	-	-	8,090.50	- -
12-11/14-05/14-07/14-16	Improvements to Elevated Water Tank	11/02/12-9/5/14	755,000.00	-	26,513.75	-	13,994.12	- 12,519.63
15-10	Purchase of Utility Dump Truck	10/22/15	52,000.00	65.00	-	-	-	65.00 -
15-11	Improvements to 80th Street Water Plant	11/10/15	300,000.00	-	296,462.02	-	270,665.93	- 25,796.09
16-03	Acquisition of Utility Truck and Related Expenses	4/1/16	56,000.00	-	56,000.00	-	-	- 56,000.00
16-08	Improvements to 77th Street Water Well	6/21/16	12,000.00	-	-	-	-	- -
16-11	Purchase of Utility Truck	9/20/16	52,150.00	-	-	-	-	- -
17-05	Installation of a Well and Related Improvements	2/21/17	1,125,000.00	-	-	1,125,000.00	18,718.80	- 1,106,281.20
17-09	Improvements to the Salem Avenue Water Plant	5/5/17	300,000.00	-	-	300,000.00	32,152.52	- 267,847.48
<hr/>								
				\$ 8,155.50	\$ 432,725.39	\$ 1,425,000.00	\$ 343,915.99	\$ 65.00 \$ 1,521,899.90

**BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY CAPITAL FUND
SCHEDULE OF CAPITAL IMPROVEMENT FUND
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016	\$ 73,454.00
Increased By:	
2017 Budget Appropriations	<u>30,000.00</u>
Balance, December 31, 2017	<u><u>\$ 103,454.00</u></u>

**BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY CAPITAL FUND
SCHEDULE OF RESERVE FOR AMORTIZATION
YEAR ENDED DECEMBER 31, 2017**

Balance, December 31, 2016		\$	5,766,391.86
Increased By:			
B.A.N.s Paid	\$	77,891.13	
Infrastructure Trust Loans Paid		<u>87,027.76</u>	
			<u>164,918.89</u>
Balance, December 31, 2017		\$	<u><u>5,931,310.75</u></u>

**BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY CAPITAL FUND
SCHEDULE OF DEFERRED RESERVE FOR AMORTIZATION
YEAR ENDED DECEMBER 31, 2017**

Balance as of December 31, 2017 and 2016	\$	644,913.42
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		<u>Analysis of Balance</u>
Ordinance		
<u>Number</u>		
98-08	\$	24,900.00
01-05		36,576.42
03-07/05-15		136,187.00
06-10/06-17		77,750.00
07-06		280,000.00
12-11/14-05/14-07/14-16		37,500.00
15-10		52,000.00
		52,000.00
	\$	644,913.42

BOROUGH OF HARVEY CEDARS
WATER-SEWER UTILITY CAPITAL FUND
SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED
YEAR ENDED DECEMBER 31, 2017

<u>Ordinance Number</u>	<u>Purpose</u>	Balance December 31, 2016	<u>Increased</u>	<u>Decreased</u>	Balance December 31, 2017
01-05	Replace Filter Media and Inspect Filler Vessel at Salem Avenue Water Plant	\$ 3,423.58	\$ -	-	\$ 3,423.58
02-06	Construction of Generator Housing and Generator Installation	45,600.00	-	-	45,600.00
03-07/05-15	Reconstruct Water Mains	23,366.00	-	-	23,366.00
06-10/06-17	Repainting and Repairs of Water Tower	158,500.00	-	-	158,500.00
12-11/14-05/14-07/14-16	Improvements to Elevated Water Tank	250.00	-	-	250.00
17-05	Installation of a Well and Related Improvements	-	1,125,000.00	-	1,125,000.00
17-09	Improvements to the Salem Avenue Water Plant	-	300,000.00	299,999.13	0.87
		<u>\$ 231,139.58</u>	<u>\$ 1,425,000.00</u>	<u>\$ 299,999.13</u>	<u>\$ 1,356,140.45</u>

GENERAL FIXED ASSETS ACCOUNT GROUP

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**BOROUGH OF HARVEY CEDARS
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	\$ 926,392.47	\$ -	\$ -	\$ 926,392.47
Land Improvements	601,459.00	-	-	601,459.00
Buildings and Improvements	1,384,625.00	-	-	1,384,625.00
Machinery and Equipment	2,266,848.13	137,045.52	\$ 146,760.00	2,257,133.65
	<u>\$ 5,179,324.60</u>	<u>\$ 137,045.52</u>	<u>\$ 146,760.00</u>	<u>\$ 5,169,610.12</u>

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LENGTH OF SERVICE AWARDS PROGRAM ("LOSAP") (Unaudited)

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

Balance, December 31, 2016		\$	441,690.27
Increased By:			
Borough Contributions	\$	17,180.00	
Appreciation on Investments		<u>72,472.63</u>	
			<u>89,652.63</u>
			531,342.90
Decreased By:			
Accounting Charges		<u>975.00</u>	
			<u>975.00</u>
Balance, December 31, 2017		\$	<u><u>530,367.90</u></u>

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

Balance, December 31, 2016		\$	441,690.27
Increased By:			
Borough Contributions	\$	17,180.00	
Appreciation on Investments		<u>72,472.63</u>	
			<u>89,652.63</u>
			531,342.90
Decreased By:			
Accounting Charges		<u>975.00</u>	
			<u>975.00</u>
Balance, December 31, 2017		\$	<u><u>530,367.90</u></u>

BOROUGH OF HARVEY CEDARS

PART II

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

FOR THE YEAR ENDED DECEMBER 31, 2017

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**BOROUGH OF HARVEY CEDARS
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.

***Finding 2017-001**

Criteria or specific requirement:

During our examination of the Borough's bank account reconciliations, it was noted that the Current Fund bank reconciliations were not performed in a timely manner.

Condition:

Cash reconciliations for the Current Fund were not completed in a timely manner.

Cause:

Unknown.

Effect or potential effect:

There is an increased potential to misstate the Borough's financial statements.

Recommendation:

In accordance with maintaining an internal control environment that is effective in prevention and/or identification of potential financial statement misstatement, the Borough should complete timely bank reconciliations.

View of responsible official:

The responsible official agrees with this finding and will address the matter as part of their corrective action plan.

*Denotes Prior Year Finding

**BOROUGH OF HARVEY CEDARS
SUMMARY SCHEDULE OF PRIOR YEAR AUDIT FINDINGS
AND QUESTIONED COSTS AS PREPARED BY MANAGEMENT
FOR THE YEAR ENDED DECEMBER 31, 2017**

This section identifies the status of prior year findings related to the financial statements, 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

Finding No. 2016-001

Condition:

Cash reconciliations for the Current and Utility Operating Funds were not completed in a timely manner.

Current Status:

This finding has not been corrected. See Finding 2017-001

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 HARVEY CEDARS

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 of Officials</u>	<u>Title</u>
Jonathan Oldham	Mayor
Judith E. Gerkens	Commissioner
Michael Garofalo	Commissioner
Daina Dale	Clerk/Utility Collector
Laura Cohen	Chief Financial Officer, Tax Collector
Frank Salzer	Municipal Court Judge
Lauren Sassano	Court Administrator
Bernard Haney	Assessor
William Hierung, Jr., Esq.	Attorney
Owen, Little & Associates	Engineer

During 2017, the Borough of Harvey Cedars was provided insurance as part of the Municipal Excess Liability Joint Insurance Fund. The Government Crime Policy coverage is as follows:

Forgery or Alteration	\$ 1,000,000.00
Theft, Disappearance and Destruction	1,000,000.00
Robbery or Safe Burglary	1,000,000.00
Computer Fraud	1,000,000.00
Public Employee Dishonesty	1,000,000.00

All of the Bonds were examined and appear to be properly executed.

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Honorable Mayor and Members
of the Board of Commissioners
Borough of Harvey Cedars
County of Ocean
Harvey Cedars, 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 December 20, 2016 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 Board of Commissioners of the Borough of Harvey Cedars, 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 Board of Commissioners of the Borough of Harvey Cedars, 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.

Delinquent Taxes and Tax Title Liens

There was a tax sale last held on February 9, 2018 and was complete.

There were no municipally held tax title liens as of December 31 for the years ended 2017, 2016 and 2015.

OTHER COMMENTS (FINDINGS):

Finding 2017-01* (*Finding 2017-001 in the Schedule of Financial Statement Findings section*) – Cash reconciliations for the Current Fund were not completed in a timely manner.

Finding 2017-02 – During our examination of the Borough's disbursements, it was noted that one contract subject to bidding requirements set forth by N.J.S.A. 40A:11 and N.J.A.C. 5:34 was not bid.

*Denotes Prior Year Finding.

RECOMMENDATIONS:

Finding 2017-01 – That the Borough, in accordance with maintaining an internal control environment that is effective in prevention and/or identification of potential financial statement misstatement, completes timely bank reconciliations.

Finding 2017-02 – That the Borough obtains bids as required by N.J.S.A. 40A:11 and N.J.A.C. 5:34.

Appreciation

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

Respectfully submitted,

HOLMAN FRENIA ALLISON, P. C.

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

Toms River, New Jersey
May 16, 2018

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