

**CITY OF BRIGANTINE  
REPORT OF AUDIT  
FOR THE YEAR ENDED  
DECEMBER 31, 2015**



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**CITY OF BRIGANTINE**  
**PART I**  
**REPORT ON AUDIT OF**  
**FINANCIAL STATEMENTS - REGULATORY BASIS**  
**FOR THE YEAR ENDED**  
**DECEMBER 31, 2015**







# FORD - SCOTT

& ASSOCIATES, L.L.C.

CERTIFIED PUBLIC ACCOUNTANTS

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## Independent Auditor's Report

To the Honorable Mayor and  
Members of City Council  
City of Brigantine  
County of Atlantic, New Jersey

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

We have audited the accompanying balance sheets - regulatory basis of the various funds and account group of the City of Brigantine, as of December 31, 2015 and 2014, the related statement of operations and changes in fund balance - regulatory basis for the years then ended, and the related statement of revenues - regulatory basis and statement of expenditures - regulatory basis of the various funds for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise the City'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 the basis of accounting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error.

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

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

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 City'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 City'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.

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

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

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

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

In our opinion, because of the significance of the matter discussed in the “Basis for Adverse Opinion on U.S Generally Accepted Accounting Principles” paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of each fund of the City of Brigantine as of December 31, 2015 and 2014, or changes in financial position for the years then ended.

***Qualified Opinion on Regulatory Basis of Accounting***

In our opinion, the financial statements referred to above present fairly, in all material respects, the regulatory basis balance sheets and account group as of December 31, 2015 and 2014, the regulatory basis statements of operations for the years then ended and the regulatory basis statements of revenues and expenditures for the year ended December 31, 2015 in accordance with the basis of financial reporting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey as described in Note 1.

***Other Matters***

***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Brigantine's basic financial statements. The supplementary information listed in the table of contents and the letter of comments and recommendations section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplemental information listed in the table of contents is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. The letter of comments and recommendations section has not been subject to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The supplemental information listed in the table of contents is presented for the purposes of additional analysis and is not a required part of the financial statements. Because of the significance of the variances between the regulatory basis of accounting and accounting principles generally accepted in the United States of America, it is inappropriate to and we do not express an opinion on the supplementary information referred to above.

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

In accordance with *Government Auditing Standards*, we have also issued our report dated June 20, 2016 on our consideration of the City of Brigantine's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Brigantine's internal control over financial reporting and compliance.

*Ford, Scott & Associates, L.L.C.*  
**FORD, SCOTT & ASSOCIATES, L.L.C.**  
**CERTIFIED PUBLIC ACCOUNTANTS**

*Leon P. Costello*

**Leon P. Costello**  
**Certified Public Accountant**  
**Registered Municipal Accountant**  
**No. 393**

**June 20, 2016**

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**EXHIBIT - A**  
**CURRENT FUND**



**CURRENT FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS  
AS OF DECEMBER 31,**

	<u>2015</u>	<u>2014</u>
<b><u>ASSETS</u></b>		
Regular Fund:		
Cash:		
Cash Treasurer	\$ 9,305,441.02	8,322,647.23
Change and Petty Cash Funds	1,375.00	1,375.00
Total Cash	<u>9,306,816.02</u>	<u>8,324,022.23</u>
Receivables and Other Assets with Full Reserves:		
Due from Local School District	-	526.70
Delinquent Property Taxes Receivable	478,065.30	607,409.73
Tax Title and Other Liens	55,720.96	35,947.35
Property Acquired for Taxes - at Assessed Valuation	308,862.00	308,862.00
Revenue Accounts Receivable	13,998.88	6,237.71
Interfund Receivable:		
Trust Other Fund	1,488.00	-
Due Animal Control Fund	3,459.00	3,624.00
Federal and State Grant Fund	917.89	-
Due Golf Utility Operating Fund	117,343.01	-
Due Water/Sewer Utility Operating Fund	-	333,037.59
Due General Capital Fund	-	227,762.10
Total Receivables and Other Assets	<u>979,855.04</u>	<u>1,523,407.18</u>
Deferred Charges:		
Special Emergency Authorizations (40A:4-53)	622,159.20	1,044,051.74
Emergency Appropriation	8,160.00	-
Overexpenditure of Appropriation Reserves	-	750.00
Total Deferred Charges	<u>630,319.20</u>	<u>1,044,801.74</u>
Total Regular Fund	<u>10,916,990.26</u>	<u>10,892,231.15</u>
Federal and State Grant Fund:		
Cash	193,486.23	112,881.54
Federal and State Grants Receivable	648,913.85	498,575.35
Due from Current Fund	-	197,710.92
Total Federal and State Grant Fund	<u>842,400.08</u>	<u>809,167.81</u>
Total Current Fund	<u>\$ 11,759,390.34</u>	<u>11,701,398.96</u>

**CURRENT FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS  
AS OF DECEMBER 31,**

	<u>2015</u>	<u>2014</u>
<b><u>LIABILITIES, RESERVES AND FUND BALANCE</u></b>		
Regular Fund:		
Liabilities:		
Appropriation Reserves	\$ 1,818,417.40	1,829,962.77
Reserve for Encumbrances	527,568.65	520,316.08
Prepaid Taxes	920,332.39	889,399.52
Overpaid Taxes	37,422.99	46,748.18
Payroll Taxes Payable	99,517.56	93,344.45
County Tax Payable	92,197.09	37,495.97
Contracts Payable - Revaluation	8,783.89	79,311.00
Special Emergency Notes	-	1,051,139.39
Tourism Commission	1,310.00	1,310.00
Due to State:		
Marriage Licenses	350.00	475.00
Senior Citizens & Vets	28,827.26	23,099.46
State Training Fees	8,766.00	4,163.00
Interfund Payable:		
Federal and State Grant Fund	-	197,710.92
Trust Other Fund	5,237.55	4,945.55
Golf Utility Operating Fund	-	273,969.54
Golf Utility Capital Fund	-	70,103.93
Other		
Tax Appeals	400,000.00	-
Tax Map and Property Revaluation	300,019.00	300,019.00
Master Plan	20,065.02	20,065.02
Future Capital Projects - Insurance Proceeds	318,474.86	318,474.86
	<u>4,587,289.66</u>	<u>5,762,053.64</u>
Reserve for Receivables and Other Assets	979,855.04	1,523,407.18
Fund Balance	<u>5,349,845.56</u>	<u>3,606,770.33</u>
Total Regular Fund	<u>10,916,990.26</u>	<u>10,892,231.15</u>
Federal and State Grant Fund:		
Unappropriated Reserves	-	55,863.02
Appropriated Reserves	734,662.16	611,241.66
Encumbrances Payable	97,823.22	133,066.32
Due to Current Fund	917.89	-
Due Water-Sewer Utility Operating Fund	8,996.81	8,996.81
	<u>842,400.08</u>	<u>809,167.81</u>
Total Federal and State Grant Fund	<u>842,400.08</u>	<u>809,167.81</u>
Total Current Fund	<u>\$ 11,759,390.34</u>	<u>11,701,398.96</u>



**CURRENT FUND  
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES  
IN FUND BALANCE - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31,**

	<u>2015</u>	<u>2014</u>
Revenue and Other Income Realized		
Fund Balance	\$ 1,593,000.00	1,400,000.00
Miscellaneous Revenue Anticipated	4,708,521.96	6,041,018.51
Receipts from Delinquent Taxes	592,906.76	473,471.57
Receipts from Current Taxes	56,861,540.46	54,504,687.39
Non Budget Revenue	252,897.92	494,988.93
Other Credits to Income:		
Premium on Emergency Notes	-	6,085.91
Unexpended Balance of Appropriation Res.	1,379,275.20	328,563.95
Other Reimbursements	997.49	-
Cancellation of Grant Funds	-	10,407.19
Reserves Liquidated:		
Interfunds Returned	561,326.39	29,353.63
Total Income	<u>65,950,466.18</u>	<u>63,288,577.08</u>
Expenditures		
Budget and Emergency Appropriations:		
Appropriations Within "CAPS"		
Operations:		
Salaries and Wages	11,901,000.00	11,377,407.93
Other Expenses	7,302,600.00	7,549,035.36
Deferred Charges & Statutory Expenditures		
Appropriations Within "CAPS"	3,453,143.99	3,728,125.70
Operations Excluded from "CAPS"		
Salaries and Wages	271,000.00	277,328.00
Other Expenses	744,212.96	657,589.62
Capital Improvements - Excluded from "CAPS"	50,000.00	489,555.00
Municipal Debt Service - Excluded from "CAPS"	3,706,062.02	3,794,918.59
Deferred Charges and Statutory Expenditures		
Municipal Excluded from "CAPS"	421,892.54	696,537.61
Transferred to Board of Education for Use of Local Schools	1,218,312.50	1,228,187.50
Local District School Tax	15,888,114.00	15,769,415.00
Senior Citizens' Deductions Disallowed by Collector -		
Prior Year Taxes	3,750.00	35,625.00
County Tax	17,437,935.25	15,346,275.63
County Share of Added Tax	92,197.09	37,495.97
Creation of Reserve for :		
Interfunds Created	120,170.60	563,015.49
Refund of Prior Year Revenue	4,000.00	
Total Expenditures	<u>62,614,390.95</u>	<u>61,550,512.40</u>
Excess in Revenue	<u>3,336,075.23</u>	<u>1,738,064.68</u>

**CURRENT FUND  
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES  
IN FUND BALANCE - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31,**

	<u>2015</u>	<u>2014</u>
Adjustments to Income before Fund Balance:		
Expenditures included above which are by		
Statute Deferred Charges to Budgets of		
Succeeding Year	-	750.00
Total Adjustments	<u>-</u>	<u>750.00</u>
Statutory Excess to Fund Balance	<u>3,336,075.23</u>	<u>1,738,814.68</u>
Fund Balance January 1	<u>3,606,770.33</u>	<u>3,267,955.65</u>
	6,942,845.56	5,006,770.33
Decreased by:		
Utilization as Anticipated Revenue	<u>1,593,000.00</u>	<u>1,400,000.00</u>
Fund Balance December 31	<u>\$ 5,349,845.56</u>	<u>3,606,770.33</u>

**CURRENT FUND  
STATEMENT OF REVENUES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015**

	Budget	Anticipated N.J.S. 40A:4-87	Realized	Excess or (Deficit)
Fund Balance Anticipated	\$ 1,593,000.00		1,593,000.00	-
Total Fund Balance Anticipated	1,593,000.00	-	1,593,000.00	-
Miscellaneous Revenues:				
Section A: Local Revenues				
Licenses:				
Alcoholic Beverages	12,000.00		12,425.00	425.00
Other	20,000.00		22,590.00	2,590.00
Fees and Permits	117,000.00		132,657.72	15,657.72
Fines and Costs:				
Municipal Court	115,000.00		158,589.21	43,589.21
Interest and Costs on Taxes	135,000.00		155,447.58	20,447.58
Beach Fees	510,000.00		547,532.05	37,532.05
Beach Vehicles Permits	620,000.00		637,200.00	17,200.00
Cable Franchise	69,470.00		70,953.52	1,483.52
County Share of Library Costs	40,000.00		50,000.00	10,000.00
Emergency Medical Services	250,000.00		283,530.14	33,530.14
Lease of City Property	250,000.00		167,059.84	(82,940.16)
Total Section A: Local Revenues	2,138,470.00	-	2,237,985.06	99,515.06
Section B: State Aid Without Offsetting Appropriations				
Energy Receipts Tax	657,130.00		657,130.00	-
Open Space Pilot Aid (Garden State Trust)	15,570.00		15,570.00	-
Type I School Debt Service Aid	248,887.00		248,887.00	-
Total Section B: State Aid Without Offsetting Appropriations	921,587.00	-	921,587.00	-

**CURRENT FUND**  
**STATEMENT OF REVENUES - REGULATORY BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	Budget	Anticipated N.J.S. 40A:4-87	Realized	Excess or (Deficit)
Section C: Uniform Construction Code Fees				
Uniform Construction Code Fees	260,000.00		612,122.62	352,122.62
Total Section C: Uniform Construction Code Fees	<u>260,000.00</u>	<u>-</u>	<u>612,122.62</u>	<u>352,122.62</u>
Section D: Special Items of General Revenue Anticipated				
None	-		-	-
Total Section D: Special Items of General Revenue Anticipated	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Section E: Special Items of General Revenue Anticipated With Prior Written Consent of Director of Local Government Services - Additional Revenues				
Fire Prevention Inspection Fees	262,000.00		259,359.00	(2,641.00)
Total Section E: Special Items of General Revenue Anticipated With Prior Written Consent of Director of Local Government Services - Additional Revenues	<u>262,000.00</u>	<u>-</u>	<u>259,359.00</u>	<u>(2,641.00)</u>
Section F: Special Items - Public and Private Programs				
Off-Set with Appropriations				
Municipal Alliance on Alcoholism and Drug Abuse	7,910.00	32,638.00	40,548.00	-
Recycling Tonnage Grant	30,033.57		30,033.57	-
Drunk Driving Enforcement Fund	3,199.87		3,199.87	-
Bulletproof Vest Partnership	2,062.05		2,062.05	-
COPS in Shops		1,600.00	1,600.00	-
Clean Communities Program		44,513.47	44,513.47	-
Community Development Block Grant - Bayfront		50,000.00	50,000.00	-
Community Development Block Grant - Brigantine Blvd.		50,000.00	50,000.00	-
Click it or Ticket - 2015		4,000.00	4,000.00	-
Sustainable Jersey Small Grant - Lighting		10,000.00	10,000.00	-
NJDEP National Fish & Wildlife		125,000.00	125,000.00	-
Assistance to Firefighters		268,096.00	268,096.00	-
Total Section F: Special Items - Public and Private Programs Off-Set with Appropriations	<u>43,205.49</u>	<u>585,847.47</u>	<u>629,052.96</u>	<u>-</u>

**CURRENT FUND**  
**STATEMENT OF REVENUES - REGULATORY BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	Budget	Anticipated N.J.S. 40A:4-87	Realized	Excess or (Deficit)
Section G: Other Special Items				
Atlantic County Debt Service Aid - 800MHz System	28,415.32		28,415.32	-
Minature Golf Receipts	20,000.00		20,000.00	-
FEMA Superstorm Sandy Proceeds	134,212.50			(134,212.50)
Total Section G: Other Special Items	182,627.82	-	48,415.32	(134,212.50)
Total Miscellaneous Revenues:	3,807,890.31	585,847.47	4,708,521.96	314,784.18
Receipts from Delinquent Taxes	500,000.00		592,906.76	92,906.76
Amount to be Raised by Taxes for Support of Municipal Budget				
Local Tax for Municipal Purposes	22,971,223.65		23,689,948.53	718,724.88
Addition to Local District School Tax	969,425.50		969,425.50	-
Total Amount to be Raised by Taxes for Support of Municipal Budget	23,940,649.15	-	24,659,374.03	718,724.88
Budget Totals	29,841,539.46	585,847.47	31,553,802.75	1,126,415.82
Non- Budget Revenues:				
Other Non- Budget Revenues:	-	-	252,897.92	252,897.92
	29,841,539.46	585,847.47	31,806,700.67	1,379,313.74

**CURRENT FUND  
STATEMENT OF REVENUES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015**

Analysis of Realized Revenues

Allocation of Current Tax Collections:

Revenue from Collections	56,861,540.46
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Less: Reserve for Tax Appeals Pending	-
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Net Revenue from Collections	56,861,540.46
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Allocated to:

School, County and Other Taxes	33,418,246.34
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Balance for Support of Municipal Budget Appropriations	23,443,294.12
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Increased by:

Appropriation "Reserved for Uncollected Taxes"	1,216,079.91
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Amount for Support of Municipal Budget Appropriations	24,659,374.03
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Receipts from Delinquent Taxes:

Delinquent Tax Collection	591,770.53	
Tax Title Lien Collections	1,136.23	

Total Receipts from Delinquent Taxes	592,906.76
--------------------------------------	------------

Analysis of Non-Budget Revenue:

Miscellaneous Revenue Not Anticipated:

Tax Collector Receipts	13,906.21	
Administrative Fee - Senior Citizens and Veterans Deductions	2,600.00	
Restitution	734.03	
Zoning Fees	4,150.00	
Street Opening Permits	35,600.00	
Auction Proceeds - Sale of City Property	12,355.25	
Special Events Permits	3,685.00	
Dune Maintenance Permits	600.00	
Dog Park Permits	2,650.00	
Horseback Riding Permits	1,100.00	
Copy/Notary Fees	214.41	
Bulkhead Permits	3,788.00	
List of Owners	660.00	
Community Center Lease	6,155.00	
Demolition Reimbursement	43,019.50	
Miscellaneous	121,680.52	

Total Miscellaneous Revenue Not Anticipated:	252,897.92
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**CURRENT FUND**  
**STATEMENT OF EXPENDITURES - REGULATORY BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	Appropriations		Paid or Charged	Expended		(Over expended) Unexpended Balance Cancelled
	Budget	Budget After Modifications		Encumbered	Reserved	
<b>OPERATIONS WITHIN "CAPS"</b>						
<b>GENERAL GOVERNMENT:</b>						
General Administration						
Salaries and Wages	\$ 157,000.00	157,000.00	155,836.20		1,163.80	-
Other Expenses	31,400.00	31,400.00	12,572.68	654.05	18,173.27	-
Mayor and Council						
Salaries and Wages	63,000.00	63,000.00	60,752.59		2,247.41	-
Other Expenses	19,000.00	19,000.00	6,457.20	6,070.00	6,472.80	-
Municipal Clerk						
Salaries and Wages	79,000.00	77,000.00	76,118.10		881.90	-
Other Expenses	45,000.00	47,000.00	26,561.07	1,587.59	18,851.34	-
Financial Administration						
Salaries and Wages	150,000.00	138,000.00	127,969.87		10,030.13	-
Other Expenses	45,000.00	57,000.00	49,455.82	4,713.12	2,831.06	-
Audit Services						
Other Expenses	45,000.00	45,000.00	43,800.00		1,200.00	-
Revenue Administration (Tax Collector)						
Salaries and Wages	114,000.00	114,000.00	109,566.93		4,433.07	-
Other Expenses	23,000.00	23,000.00	18,649.02	310.22	4,040.76	-
Tax Assessment Administration						
Salaries and Wages	195,000.00	195,000.00	121,290.95		73,709.05	-
Other Expenses	25,000.00	25,000.00	16,968.78	5,100.00	2,931.22	-
Legal Services						
Other Expenses	375,000.00	450,000.00	286,265.49	76,695.00	87,039.51	-
Engineering Services and Costs						
Salaries and Wages	30,000.00	2,000.00			2,000.00	-
Other Expenses	55,000.00	75,000.00	46,421.31	5,672.87	22,905.82	-
Emergency Medical Services - Billing						
Other Expenses	22,000.00	22,000.00	10,352.35		11,647.65	-
Ethics Board						
Other Expenses	100.00	100.00			100.00	-
Municipal Court						
Salaries and Wages	148,000.00	148,000.00	144,126.78		3,873.22	-
Other Expenses	16,000.00	16,000.00	8,223.61	4,095.96	3,680.43	-
Public Defender						
Other Expenses	8,000.00	8,000.00	5,200.00		2,800.00	-
<b>LAND USE ADMINISTRATION</b>						
Planning Board						
Salaries and Wages	12,000.00	12,000.00	11,852.88		147.12	-
Other Expenses	43,000.00	38,000.00	31,365.22	195.00	6,439.78	-
<b>CODE ENFORCEMENT AND ADMINISTRATION</b>						
Environmental Commission (N.J.S.A. 40:56-A-1)						

**CURRENT FUND**  
**STATEMENT OF EXPENDITURES - REGULATORY BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	Appropriations		Paid or Charged	Expended		(Over expended) Unexpended Balance Cancelled
	Budget	Budget After Modifications		Encumbered	Reserved	
Other Expenses	100.00	100.00			100.00	-
<b>INSURANCE</b>						
General Liability and Other Insurance	197,000.00	217,000.00	207,184.15		9,815.85	-
Workers Compensation Insurance	413,000.00	413,000.00	413,000.00		-	-
Employee Group Health	2,250,000.00	2,139,000.00	1,670,507.36	234,726.06	233,766.58	-
Health Benefits Waiver						-
Salaries and Wages	100,000.00	100,000.00	72,884.50		27,115.50	-
<b>PUBLIC SAFETY</b>						
Fire Department						
Salaries and Wages	3,643,000.00	3,627,000.00	3,368,453.39		258,546.61	-
Other Expenses	194,000.00	194,000.00	159,491.55	21,698.91	12,809.54	-
Police Department						
Salaries and Wages	4,572,000.00	4,572,000.00	4,350,925.99		221,074.01	-
Other Expenses	150,000.00	152,500.00	87,344.56	63,445.47	1,709.97	-
Office of Emergency Management						
Salaries and Wages	7,500.00	7,500.00	7,186.90		313.10	-
Other Expenses	15,000.00	12,500.00	9,705.04	2,608.00	186.96	-
<b>PUBLIC WORKS</b>						
Streets and Roads Maintenance						
Salaries and Wages	416,000.00	482,000.00	466,149.12		15,850.88	-
Other Expenses	120,000.00	140,000.00	122,607.94	10,073.52	7,318.54	-
Snow Removal - Contractual	20,000.00	28,000.00	19,162.67	6,590.00	2,247.33	-
Solid Waste Collection						
Other Expenses	1,430,000.00	1,430,000.00	1,253,910.40	8,805.92	167,283.68	-
Recycling Program						
Salaries and Wages	230,000.00	267,000.00	265,432.24		1,567.76	-
Other Expenses	8,000.00	8,000.00	297.86	1,177.90	6,524.24	-
Department of Public Works						
Salaries and Wages	97,000.00	97,000.00	93,539.59		3,460.41	-
Other Expenses	10,000.00	10,000.00	7,465.64	654.30	1,880.06	-
Public Buildings and Grounds						
Salaries and Wages	524,000.00	394,000.00	385,094.80		8,905.20	-
Other Expenses	200,000.00	212,000.00	174,067.35	32,238.19	5,694.46	-
Demolition						
Other Expenses	75,000.00	75,000.00	72,400.00		2,600.00	-
<b>HEALTH AND HUMAN SERVICES</b>						
Dog Regulation						
Salaries and Wages	10,500.00	10,500.00	1,592.32		8,907.68	-
Other Expenses	8,000.00	8,000.00	8,000.00		-	-



**CURRENT FUND**  
**STATEMENT OF EXPENDITURES - REGULATORY BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	Appropriations		Paid or Charged	Expended		(Over expended) Unexpended Balance Cancelled
	Budget	Budget After Modifications		Encumbered	Reserved	
<b>PARKS AND RECREATION</b>						
Beach Patrol and Maintenance						
Salaries and Wages	705,000.00	705,000.00	693,986.29		11,013.71	-
Other Expenses	47,000.00	47,000.00	43,859.70	2,821.46	318.84	-
Beach Fee Program						
Salaries and Wages	115,000.00	115,000.00	114,992.50		7.50	-
Other Expenses	21,500.00	21,500.00	12,077.63	5,503.95	3,918.42	-
Parks and Playgrounds						
Salaries and Wages	272,000.00	272,000.00	269,219.32		2,780.68	-
Other Expenses	49,000.00	49,000.00	47,386.69	204.31	1,409.00	-
Cultural Arts						
Other Expenses	5,000.00	5,000.00	5,000.00		-	-
Grant Coordinator						
Other Expenses	45,000.00	45,000.00	17,931.04	9,227.21	17,841.75	-
<b>UNIFORM CONSTRUCTION CODE</b>						
Construction Official						
Salaries and Wages	346,000.00	346,000.00	316,429.34		29,570.66	-
Other Expenses	18,000.00	18,000.00	9,286.82	775.69	7,937.49	-
<b>UNCLASSIFIED</b>						
Accumulated Leave Compensation	200,000.00	200,000.00	107,106.94		92,893.06	-
Maintenance Agreements - Contractual	140,000.00	156,000.00	136,961.49	18,286.89	751.62	-
<b>UTILITY EXPENSES AND BULK PURCHASES</b>						
Electric	275,000.00	275,000.00	268,628.73		6,371.27	-
Street Lighting	205,000.00	205,000.00	166,658.99		38,341.01	-
Telephone	95,000.00	95,000.00	94,532.15		467.85	-
Gas	60,000.00	60,000.00	47,534.58		12,465.42	-
Fuel	230,000.00	230,000.00	92,618.22	3,101.13	134,280.65	-
<b>TOTAL OPERATIONS WITHIN "CAPS"</b>	<u>19,219,100.00</u>	<u>19,203,100.00</u>	<u>17,030,420.65</u>	<u>527,032.72</u>	<u>1,645,646.63</u>	<u>-</u>
Contingent	500.00	500.00	-		500.00	-
<b>TOTAL OPERATIONS INCLUDING CONTINGENT WITHIN "CAPS"</b>	<u>19,219,600.00</u>	<u>19,203,600.00</u>	<u>17,030,420.65</u>	<u>527,032.72</u>	<u>1,646,146.63</u>	<u>-</u>
Detail:						
Salaries and Wages	11,986,000.00	11,901,000.00	11,213,400.60	-	687,599.40	-
Other Expenses	7,233,600.00	7,302,600.00	5,817,020.05	527,032.72	958,547.23	-
<b>DEFERRED CHARGES AND STATUTORY EXPENDITURES:</b>						
Deferred Charges:						

**CURRENT FUND**  
**STATEMENT OF EXPENDITURES - REGULATORY BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	Appropriations		Paid or Charged	Expended		(Over expended) Unexpended Balance Cancelled
	Budget	Budget After Modifications		Encumbered	Reserved	
Overexpenditure of Appropriations	750.00	750.00	750.00		-	-
Deficit - Golf Course Utility	341,750.00	341,750.00	192,656.99			149,093.01
Statutory Expenditures:						
Contributions to:						
Public Employees' Retirement System	510,250.00	510,250.00	509,309.13		940.87	-
Social Security System (O.A.S.I.)	942,000.00	942,000.00	840,990.95		101,009.05	-
Police and Firemen's Retirement System	1,692,487.00	1,692,487.00	1,692,487.00		-	-
Unemployment Compensation Insurance	90,000.00	90,000.00	24,187.75		65,812.25	-
Defined Contribution Retirement Program	5,000.00	5,000.00	2,605.55		2,394.45	-
Lifeguard Pension	20,000.00	20,000.00	20,000.00		-	-
<b>TOTAL DEFERRED CHARGES AND STATUTORY EXPENDITURES:</b>	<b>3,602,237.00</b>	<b>3,602,237.00</b>	<b>3,282,987.37</b>	<b>-</b>	<b>170,156.62</b>	<b>149,093.01</b>
<b>TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES WITHIN "CAPS"</b>	<b>22,821,837.00</b>	<b>22,805,837.00</b>	<b>20,313,408.02</b>	<b>527,032.72</b>	<b>1,816,303.25</b>	<b>149,093.01</b>
<b>OPERATIONS - EXCLUDED FROM "CAPS"</b>						
(A) Operations - Excluded from "CAPS"						
Reserve for Tax Appeals	100,000.00	100,000.00	100,000.00		-	-
Fire Prevention Inspections	255,000.00	271,000.00	270,028.17		971.83	-
Salaries and Wages	7,000.00	7,000.00	5,321.75	535.93	1,142.32	-
Other Expenses						
	362,000.00	378,000.00	375,349.92	535.93	2,114.15	-
(A) Public and Private Programs Off-Set by Revenues						
Municipal Alliance - County Share	7,910.00	7,910.00	7,910.00		-	-
Municipal Alliance		40,798.00	40,798.00		-	-
Recycling Tonnage Grant	30,033.57	30,033.57	30,033.57		-	-
Drunk Driving Enforcement Fund	3,199.87	3,199.87	3,199.87		-	-
Bulletproof Vest Partnership	2,062.05	2,062.05	2,062.05		-	-
Clean Communities Program		44,513.47	44,513.47		-	-
COPS in Shops		1,600.00	1,600.00		-	-
Community Development Block Grant - Bayfront		50,000.00	50,000.00		-	-
Community Development Block Grant - Brigantine Blvd.		50,000.00	50,000.00		-	-
Click it or Ticket - 2015		4,000.00	4,000.00		-	-
Sustainable Jersey Small Grant - Lighting		10,000.00	10,000.00		-	-
NJDEP National Fish & Wildlife		125,000.00	125,000.00		-	-
Assistance to Firefighters		268,096.00	268,096.00		-	-
Total Public and Private Programs Off-Set by						

**CURRENT FUND**  
**STATEMENT OF EXPENDITURES - REGULATORY BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	Appropriations		Paid or		Expended		(Over expended) Unexpended Balance Cancelled
	Budget	Budget After Modifications	Charged		Encumbered	Reserved	
Revenues	43,205.49	637,212.96	637,212.96		-	-	-
Total Operations - Excluded from "CAPS"	405,205.49	1,015,212.96	1,012,562.88		535.93	2,114.15	-
Detail:							
Salaries and Wages	255,000.00	271,000.00	270,028.17		-	971.83	-
Other Expenses	150,205.49	744,212.96	742,534.71		535.93	1,142.32	-
(C) Capital Improvements							
Capital Improvement Fund	50,000.00	50,000.00	50,000.00		-	-	-
Total Capital Improvements	50,000.00	50,000.00	50,000.00		-	-	-
(D) Debt Service							
Payment of Bond Principal	2,345,000.00	2,345,000.00	2,345,000.00		-	-	-
Payment of Bond Anticipation Notes and Capital Notes	816,000.00	816,000.00	816,000.00		-	-	-
Interest on Bonds	408,375.00	408,375.00	408,375.00		-	-	-
Interest on Notes	82,000.00	82,000.00	81,747.29		-	-	252.71
Green Trust Loan Program:							
Loan Repayments for Principal & Interest	41,837.02	41,837.02	41,836.99		-	-	0.03
Interest on Special Emergency Notes	15,000.00	15,000.00	13,102.74		-	-	1,897.26
Total Debt Service	3,708,212.02	3,708,212.02	3,706,062.02		-	-	2,150.00
(E) Deferred Charges - Municipal - Excluded from "CAPS"							
TaxMap/Revaluation	170,000.00	170,000.00	170,000.00		-	-	-
Superstorm Sandy	134,215.54	134,215.54	134,215.54		-	-	-
Contractual Severance Liability	117,677.00	117,677.00	117,677.00		-	-	-
Total Deferred Charges - Municipal - Excluded from "CAPS"	421,892.54	421,892.54	421,892.54		-	-	-
Local School District Purposes - Excluded from "CAPS"							
Type I District School Debt Service							
Payment of Bond Principal	1,050,000.00	1,050,000.00	1,050,000.00		-	-	-
Interest on Bonds	168,312.50	168,312.50	168,312.50		-	-	-
TOTAL MUNICIPAL APPROPRIATIONS FOR LOCAL SCHOOL DISTRICT PURPOSES EXCLUDED FROM "CAPS"	1,218,312.50	1,218,312.50	1,218,312.50		-	-	-
TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES EXCLUDED FROM "CAPS"	5,803,622.55	6,413,630.02	6,408,829.94		535.93	2,114.15	2,150.00

**CURRENT FUND**  
**STATEMENT OF EXPENDITURES - REGULATORY BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	Appropriations		Paid or Charged	Expended		(Over expended) Unexpended Balance Cancelled
	Budget	Budget After Modifications		Encumbered	Reserved	
SUBTOTAL GENERAL APPROPRIATIONS	28,625,459.55	29,219,467.02	26,722,237.96	527,568.65	1,818,417.40	151,243.01
(M) Reserve for Uncollected Taxes	1,216,079.91	1,216,079.91	1,216,079.91	-	-	-
TOTAL GENERAL APPROPRIATIONS	\$ 29,841,539.46	30,435,546.93	27,938,317.87	527,568.65	1,818,417.40	151,243.01
Budget		29,841,539.46				
Appropriations by 40A:4-87		585,847.47			Cancelled	151,243.01
Emergency Appropriation		8,160.00			Overexpended	-
		30,435,546.93				151,243.01
Reserve for Uncollected Taxes			1,216,079.91			
Federal and State Grants			637,212.96			
Deferred Charges			422,642.54			
Reserve for Tax Appeals			100,000.00			
Due from Animal Control Fund			475.00			
Disbursements			25,561,907.46			
			27,938,317.87			

**EXHIBIT - B**  
**TRUST FUND**



**TRUST FUND**  
**COMPARATIVE BALANCE SHEET - REGULATORY BASIS**  
**FOR THE YEAR ENDED DECEMBER 31,**

	<u>2015</u>	<u>2014</u>
<u>Assets</u>		
<u>Animal Control Fund</u>		
Cash and Investments	\$ 3,605.40	6,120.00
	<u>3,605.40</u>	<u>6,120.00</u>
<u>Other Funds</u>		
Cash and Investments	2,252,062.93	2,067,204.92
Due Current Fund	5,237.55	4,945.55
	<u>2,257,300.48</u>	<u>2,072,150.47</u>
	<u>\$ 2,260,905.88</u>	<u>2,078,270.47</u>

**TRUST FUND**  
**COMPARATIVE BALANCE SHEET - REGULATORY BASIS**  
**FOR THE YEAR ENDED DECEMBER 31,**

	<u>2015</u>	<u>2014</u>
<u>Liabilities, Reserves and Fund Balance</u>		
<u>Animal Control Fund</u>		
Reserve for Animal Control Expenditures	\$ 136.80	2,320.20
Due to Current Fund	3,459.00	3,624.00
Due State of New Jersey	9.60	175.80
	<u>3,605.40</u>	<u>6,120.00</u>
<u>Other Funds</u>		
Due to Current Fund	1,488.00	-
Reserve for Accumulated Absences	195,813.42	195,813.42
Reserve for Special Law Enforcement	46,683.86	47,005.75
Reserve for Police Special Detail Escrow	-	22,730.00
Reserve for POAA	1,444.00	1,152.00
Reserve for Ambulance	6,151.00	6,151.00
Reserve for Engineering Escrow	107,886.50	112,799.83
Reserve for Lifeguard Pension	572,885.42	574,990.15
Reserve for Recreation	277,645.97	225,124.14
Reserve for Cul Art Comm Programs	235.37	2,920.38
Reserve for Recreation Green Team	2,789.15	726.98
Reserve for Sea Wall Benches	3,219.00	-
Reserve for COAH	344,347.07	231,589.19
Reserve for Health Insurance Trust	1.63	1.63
Reserve for Tax Title Lien Premiums	542,500.00	272,200.00
Reserve for Tax Title Lien Redemptions	115,814.42	340,550.33
Reserve for Due to Third Parties Eng Escrow	20,594.25	20,594.25
Reserve for Donations - Emergency Management Supplies	5,001.42	5,001.42
Reserve for Donations - Water Tower	12,800.00	12,800.00
	<u>2,257,300.48</u>	<u>2,072,150.47</u>
	<u>\$ 2,260,905.88</u>	<u>2,078,270.47</u>



**EXHIBIT - C**  
**GENERAL CAPITAL FUND**



**GENERAL CAPITAL FUND**  
**COMPARATIVE BALANCE SHEET - REGULATORY BASIS**  
**AS OF DECEMBER 31,**

<u>ASSETS</u>	<u>2015</u>	<u>2014</u>
Cash	\$ 8,909,408.76	6,795,109.69
Deferred Charges to Future Taxation -		
Funded	23,223,259.54	19,801,827.00
Unfunded	12,444,609.00	15,343,000.00
Interfunds and Receivables		
Federal and State Grant Receivable	186,376.45	186,376.45
Due from Water-Sewer Utility Capital	50,000.00	50,000.00
	<u>44,813,653.75</u>	<u>42,176,313.14</u>
 <u>LIABILITIES, RESERVES AND FUND BALANCE</u>		
Serial Bonds Payable	18,185,000.00	13,680,000.00
School Type I Bonds Payable	4,650,000.00	5,700,000.00
Green Trust Loan Payable	388,259.54	421,827.00
Bond Anticipation Notes	4,982,000.00	7,698,000.00
Due to Current Fund	-	227,762.10
Improvement Authorizations:		
Funded	6,582,981.45	2,190,526.12
Unfunded	8,215,773.19	10,104,465.67
Reserve for Encumbrances	805,049.40	1,393,411.68
Reserve for Bonds and Notes	194,024.60	-
Reserve for Future Capital Project	439,555.00	439,555.00
Capital Improvement Fund	153,500.00	153,500.00
Fund Balance	217,510.57	167,265.57
	<u>\$ 44,813,653.75</u>	<u>42,176,313.14</u>

There were bonds and notes authorized but not issued at December 31

2014	7,645,000.00
2015	7,462,609.00

**GENERAL CAPITAL FUND  
COMPARATIVE STATEMENT OF FUND BALANCE -  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31,**

	<u>2015</u>	<u>2014</u>
Beginning Balance January 1	\$ 167,265.57	280,359.69
Increased by:		
Bond Premium	50,245.00	36,905.88
Decreased by:		
Budgeted Capital Surplus	-	150,000.00
Ending Balance December 31	\$ <u>217,510.57</u>	<u>167,265.57</u>

**EXHIBIT - D**  
**WATER AND SEWER UTILITY FUND**



**WATER AND SEWER UTILITY FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS  
AS OF DECEMBER 31,**

	<u>2015</u>	<u>2014</u>
<b><u>ASSETS</u></b>		
Operating Fund:		
Cash	\$ 2,188,327.70	2,183,456.06
Interfunds and Receivables		
Due from Federal and State Grant Fund	8,996.81	8,996.81
Due from Water/Sewer Capital Fund	335,430.04	335,430.04
	<u>2,532,754.55</u>	<u>2,527,882.91</u>
Receivables and Other Assets with Full Reserves:		
Consumer Accounts Receivable	330,010.63	693,235.93
	<u>330,010.63</u>	<u>693,235.93</u>
Deferred Charges:		
Special Emergency Authorization	-	71,113.10
	<u>-</u>	<u>71,113.10</u>
Total Operating Fund	<u>2,862,765.18</u>	<u>3,292,231.94</u>
Capital Fund:		
Cash	435,380.47	502,988.13
New Jersey EIT Receivable	1,121,707.00	-
Fixed Capital	36,498,122.76	36,498,122.76
Fixed Capital - Authorized and Uncompleted	7,432,176.85	7,432,176.85
Total Capital Fund	<u>45,487,387.08</u>	<u>44,433,287.74</u>
	<u>\$ 48,350,152.26</u>	<u>47,725,519.68</u>

**WATER AND SEWER UTILITY FUND  
COMPARATIVE BALANCE SHEET - REGULATORY BASIS  
AS OF DECEMBER 31,**

	<u>2015</u>	<u>2014</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>		
Operating Fund:		
Appropriation Reserves	\$ 680,866.88	347,169.42
Reserve for Encumbrances	47,262.73	306,294.80
Overpaid Rents	1,160,412.22	1,034,181.42
Accrued Interest on Bonds and Notes	95,817.71	101,240.63
Reserve for FEMA Proceeds - 2012 Emergencies	-	-
Reserve for Insurance Proceeds	5,500.00	5,500.00
Emergency Note Payable	-	72,860.61
Interfunds:		
Due to Current Fund	-	333,037.59
	<u>1,989,859.54</u>	<u>2,200,284.47</u>
Reserve for Receivables	330,010.63	693,235.93
Fund Balance	542,895.01	398,711.54
Total Operating Fund	<u>2,862,765.18</u>	<u>3,292,231.94</u>
Capital Fund:		
Encumbrances Payable	987,720.59	87,320.72
Serial Bonds Payable	2,335,000.00	2,745,000.00
Refunding Bonds Payable	-	230,000.00
NJEIT Bonds & Loans	6,605,365.12	5,737,043.74
Interfunds:		
Due to General Capital	50,000.00	50,000.00
Due to Water/Sewer Utility Operating	335,430.04	335,430.04
Improvement Authorizations:		
Funded	161,742.68	13,321.27
Unfunded	4,056,361.16	5,924,416.10
Reserve for Amortization	30,885,417.49	29,240,405.87
Deferred Reserve for Amortization	70,350.00	70,350.00
Fund Balance	-	-
Total Capital Fund	<u>45,487,387.08</u>	<u>44,433,287.74</u>
	<u>\$ 48,350,152.26</u>	<u>47,725,519.68</u>

There were bonds and notes authorized but not issued at December 31,

2014	5,907,500.00
2015	5,907,500.00



**WATER AND SEWER UTILITY FUND  
COMPARATIVE STATEMENT OF OPERATIONS AND CHANGES  
IN FUND BALANCE - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015**

	<u>2015</u>	<u>2014</u>
Revenue and Other Income Realized		
Fund Balance Utilized	\$ 330,313.10	535,000.00
Water and Sewer Rents	5,800,611.61	5,867,515.14
Reserve to Pay Bonds and Notes	-	77,878.21
Miscellaneous	58,446.61	54,911.91
Utility Capital Surplus	-	13,267.51
Other Credits to Income:		
Unexpended Balance of Appropriation Res.	513,625.33	8,066.58
Total Income	<u>6,702,996.65</u>	<u>6,556,639.35</u>
Expenditures		
Operations:		
Salaries and Wages	1,200,000.00	1,205,000.00
Other Expenses	3,413,000.00	3,546,500.00
Debt Service	1,451,886.98	1,359,385.01
Deferred Charges and Statutory Expenditures	163,613.10	180,850.00
Total Expenditures	<u>6,228,500.08</u>	<u>6,291,735.01</u>
Excess in Revenue	<u>474,496.57</u>	<u>264,904.34</u>
Adjustments to Income before Fund Balance:		
Expenditures included above which are by		
Statute Deferred Charges to Budgets of		
Succeeding Year	-	-
Total Adjustments	<u>-</u>	<u>-</u>
Excess in Operations	<u>474,496.57</u>	<u>264,904.34</u>
Fund Balance January 1	<u>398,711.54</u>	<u>923,807.20</u>
	873,208.11	1,188,711.54
Decreased by:		
Utilization as Anticipated Revenue	330,313.10	535,000.00
Utilization by Current Fund Budget	<u>-</u>	<u>255,000.00</u>
Fund Balance December 31	<u>\$ 542,895.01</u>	<u>398,711.54</u>

**WATER AND SEWER UTILITY CAPITAL FUND  
COMPARATIVE STATEMENT OF FUND BALANCE -  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31,**

	<u>2015</u>	<u>2014</u>
Beginning Balance January 1	\$ -	-
Increased by:		
None	-	-
Decreased by:		
None	-	-
	<u>          </u>	<u>          </u>
Ending Balance December 31	\$ <u>          </u>	<u>          </u>

**WATER AND SEWER UTILITY OPERATING FUND  
STATEMENT OF REVENUES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2015**

	Anticipated Budget	Realized	Excess or (Deficit)
Surplus Anticipated	\$ 330,313.10	330,313.10	-
Anticipated Revenue:			
Water and Sewer Rents	5,850,000.00	5,800,611.61	(49,388.39)
Miscellaneous	50,000.00	58,446.61	8,446.61
	<u>\$ 6,230,313.10</u>	<u>6,189,371.32</u>	<u>(40,941.78)</u>
Analysis of Realized Revenue:			
Water and Sewer Rents			
Accounts Receivable	5,800,611.61		
Total Water & Sewer Rents		<u>5,800,611.61</u>	
Miscellaneous Revenue			
Penalties and Interest	30,057.22		
Water Reading Fees	12,842.92		
Fire Sprinkler Fee	13,935.00		
Miscellaneous	1,611.47		
Total Miscellaneous		<u>58,446.61</u>	

**WATER AND SEWER UTILITY FUND**  
**STATEMENT OF EXPENDITURES - REGULATORY BASIS**  
**FOR THE YEAR ENDED DECEMBER 31, 2015**

	Appropriations		Expended		(Over expended)
	Budget	Budget After Modifications	Paid or Charged	Encumbered	Unexpended Balance Cancelled
<b>Operations:</b>					
Salaries and Wages	\$ 1,200,000.00	1,200,000.00	1,006,190.32		-
Other Expenses	3,415,000.00	3,413,000.00	2,900,429.00	47,262.73	-
	<u>4,615,000.00</u>	<u>4,613,000.00</u>	<u>3,906,619.32</u>	<u>47,262.73</u>	<u>-</u>
<b>Debt Service:</b>					
Payment of Bond Principal	1,221,000.00	1,223,000.00	1,222,177.09		822.91
Interest on Bonds	229,200.00	229,200.00	228,801.66		398.34
Interest on Special Emerg Notes-Superstorm Sandy	1,500.00	1,500.00	908.23		591.77
	<u>1,451,700.00</u>	<u>1,453,700.00</u>	<u>1,451,886.98</u>	<u>-</u>	<u>1,813.02</u>
<b>Deferred Charges and Statutory Expenditures:</b>					
Emergency Authorizations	71,113.10	71,113.10	71,113.10		-
Social Security System (O.A.S.I.)	85,000.00	85,000.00	70,751.07		14,248.93
Unemployment Compensation Insurance	7,500.00	7,500.00			7,500.00
	<u>163,613.10</u>	<u>163,613.10</u>	<u>141,864.17</u>	<u>-</u>	<u>-</u>
	<u>\$ 6,230,313.10</u>	<u>6,230,313.10</u>	<u>5,500,370.47</u>	<u>47,262.73</u>	<u>1,813.02</u>
		Cash Disbursed \$	5,434,680.29	Cancelled	1,813.02
		Deferred Charges	71,113.10	Overexpended	-
		Accrued Interest	(5,422.92)		
			<u>5,500,370.47</u>		<u>1,813.02</u>

**EXHIBIT - E**  
**GOLF COURSE UTILITY FUND**



**GOLF COURSE UTILITY FUND**  
**COMPARATIVE BALANCE SHEET - REGULATORY BASIS**

	Balance Dec. 31, 2015	Balance Dec. 31, 2014
<u>Assets</u>		
Operating Fund:		
Cash and Investments	\$ 215,416.68	2,438.41
Due Current Fund	-	273,969.54
Due Golf Capital	-	32,931.47
	<hr/>	<hr/>
Total Operating Fund	215,416.68	309,339.42
	<hr/>	<hr/>
Capital Fund:		
Cash and Investments	66,843.36	74,548.08
Due Current Fund	-	70,103.93
Fixed Capital:		
Completed	5,229,283.54	5,229,283.54
Authorized and Uncompleted	351,716.46	351,716.46
	<hr/>	<hr/>
Total Capital Fund	5,647,843.36	5,725,652.01
	<hr/>	<hr/>
	\$ 5,863,260.04	6,034,991.43
	<hr/>	<hr/>

**GOLF COURSE UTILITY FUND**  
**COMPARATIVE BALANCE SHEET - REGULATORY BASIS**

	Balance Dec. 31, 2015	Balance Dec. 31, 2014
<u>Liabilities, Reserves and Fund Balance</u>		
Operating Fund:		
Appropriation Reserves	\$ 14,750.60	26,063.92
Encumbrances Payable	2,144.49	54,035.84
Accrued Interest on Bonds and Notes	20,088.30	25,149.38
Due Current Fund	117,343.01	-
	<u>154,326.40</u>	<u>105,249.14</u>
Reserve for Receivables	-	-
Fund Balance	61,090.28	204,090.28
Total Operating Fund	<u>215,416.68</u>	<u>309,339.42</u>
Capital Fund:		
Serial Bonds Payable	1,070,000.00	1,420,000.00
Bond Anticipation Notes Payable	748,000.00	766,000.00
Contracts Payable	1,747.86	6,006.99
Due Golf Course Operating	-	32,931.47
Improvement Authorizations:		
Funded	55,599.04	59,538.06
Unfunded	950.00	950.00
Reserve for Amortization	3,748,000.00	3,380,000.00
Reserve for Deferred Amortization	14,050.00	14,050.00
Reserve for Payment of Debt Service	2,477.47	39,156.50
Fund Balance	7,018.99	7,018.99
	<u>5,647,843.36</u>	<u>5,725,652.01</u>
Total Capital Fund	<u>5,647,843.36</u>	<u>5,725,652.01</u>
	<u>\$ 5,863,260.04</u>	<u>6,034,991.43</u>

There were bonds and notes authorized but not issued at December 31

2014	950.00
2015	950.00



**COMPARATIVE STATEMENT OF OPERATIONS**  
**AND CHANGES IN OPERATING FUND BALANCE - REGULATORY BASIS**

	<u>2015</u>	<u>2014</u>
Revenue and Other Income Realized		
Fund Balance Utilized	\$ 143,000.00	-
Golf Course Charges	981,320.80	969,782.79
Miscellaneous	25,027.95	-
Other Credits to Income:		
Unexpended Balance of Appropriation Reserves	68,921.89	29,654.86
Reserve for Payment of Debt: Interest - Ord. 6-13	-	2,669.50
Reserve for Payment of Debt	39,000.00	14,050.00
Deficit (General Budget)	192,656.99	663,768.70
Total Income	<u>1,449,927.63</u>	<u>1,679,925.85</u>
Expenditures:		
Operating	974,300.00	1,014,715.89
Debt Service	418,627.63	401,950.17
Deferred Charges and Statutory Expenditures	57,000.00	263,259.79
Total Expenditures	<u>1,449,927.63</u>	<u>1,679,925.85</u>
Excess/(Deficit) in Revenue	<u>-</u>	<u>-</u>
Adjustments to Income Before Fund Balance:		
Expenditures included above which are by Statute		
Deferred Charges to Budget of Succeeding Year	-	-
Total Adjustments	<u>-</u>	<u>-</u>
Excess in Operations	-	-
Fund Balance January 1	<u>204,090.28</u>	<u>204,090.28</u>
Decreased By:		
Utilization as Anticipated Revenue	143,000.00	-
Balance December 31	<u>\$ 61,090.28</u>	<u>204,090.28</u>

**GOLF COURSE UTILITY CAPITAL FUND  
COMPARATIVE STATEMENT OF FUND BALANCE -  
REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31,**

	<u>2015</u>	<u>2014</u>
Beginning Balance January 1	\$ 7,018.99	3,604.75
Increased by:		
Premium on Sale of Bonds	-	3,414.24
Decreased by:		
None	-	-
Ending Balance December 31	<u>\$ 7,018.99</u>	<u>7,018.99</u>

**GOLF COURSE UTILITY OPERATING FUND**  
**STATEMENT OF REVENUES - REGULATORY BASIS**

	Anticipated Budget	Realized	Excess or (Deficit)
Operating Fund Balance Anticipated	\$ 143,000.00	143,000.00	-
Anticipated Revenue:			
Golf Course Charges	933,000.00	981,320.80	48,320.80
Reserve for Payment of Debt	39,000.00	39,000.00	-
Deficit (General Budget)	341,750.00	192,656.99	(149,093.01)
Miscellaneous		25,027.95	25,027.95
Total Revenue	\$ <u>1,456,750.00</u>	<u>1,381,005.74</u>	<u>(75,744.26)</u>

**GOLF COURSE UTILITY OPERATING FUND**  
**STATEMENT OF EXPENDITURES - REGULATORY BASIS**

	Appropriations		Expended		(Overexpended) Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Operations:					
Salaries and Wages	\$ 375,000.00	395,000.00	391,433.55	3,566.45	
Other Expenses	612,000.00	579,300.00	579,205.25	94.75	
	<u>987,000.00</u>	<u>974,300.00</u>	<u>970,638.80</u>	<u>3,661.20</u>	<u>-</u>
Debt Service:					
Payment on Bond Principal	350,000.00	350,000.00	350,000.00		-
Payment of BANs & Capital Notes	1,000.00	19,000.00	18,000.00		1,000.00
Interest on Bonds	48,050.00	48,050.00	42,435.42		5,614.58
Interest on Notes	7,700.00	8,400.00	8,192.21		207.79
	<u>406,750.00</u>	<u>425,450.00</u>	<u>418,627.63</u>	<u>-</u>	<u>6,822.37</u>
Deferred Charges and Statutory Expenditures:					
Social Security System (O.A.S.I.)	38,000.00	32,000.00	29,090.18	2,909.82	
Unemployment Compensation Insurance	25,000.00	25,000.00	16,820.42	8,179.58	
	<u>63,000.00</u>	<u>57,000.00</u>	<u>45,910.60</u>	<u>11,089.40</u>	<u>-</u>
	<u>\$ 1,456,750.00</u>	<u>1,456,750.00</u>	<u>1,435,177.03</u>	<u>14,750.60</u>	<u>6,822.37</u>
Adopted Budget		1,456,750.00	1,438,093.62	Disbursed	
			(5,061.08)	Accrued Interest	
		<u>1,456,750.00</u>	2,144.49	Encumbered	
			<u>1,435,177.03</u>		

**EXHIBIT - F**  
**GENERAL FIXED ASSETS ACCOUNT GROUP**



**CITY OF BRIGANTINE**  
**GENERAL FIXED ASSETS ACCOUNT GROUP**  
**COMPARATIVE BALANCE SHEET - REGULATORY BASIS**

	Balance Dec. 31, 2015	Balance Dec. 31, 2014
General Fixed Assets:		
Land, Buildings and Improvements	\$ 54,664,970.80	54,390,009.77
Machinery and Equipment	<u>10,943,547.66</u>	<u>8,974,385.58</u>
Total General Fixed Assets	<u><u>65,608,518.46</u></u>	<u><u>63,364,395.35</u></u>
Investment in General Fixed Assets	<u><u>\$ 65,608,518.46</u></u>	<u><u>63,364,395.35</u></u>

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**

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

**A. Reporting Entity**

The City of Brigantine is an island community in the County of Atlantic, State of New Jersey. The City comprises an area of approximately 6.39 square miles with a population according to the 2010 census of 9,450.

The City is incorporated and operates under a Mayor - Council form of government. The Mayor is the chief officer of the City. The Council exercises the legislative power. The Manager oversees the day-to-day operation of the City. The Mayor and Council members are elected by the voters and the Manager is appointed by the Mayor and Council.

Except as noted below, the financial statements of the City of Brigantine include every board, body, office or commission supported and maintained wholly or in part by funds appropriated by the City of Brigantine, as required by N.J.S. 40A:5-5.

Component units are legally separate organizations for which the City is financially accountable. The City is financially accountable for an organization if the City appoints a voting majority of the organization's governing board and (1) the City is able to significantly influence the programs or services performed or provided by the organization; or (2) the City is legally entitled to or can otherwise access the organization's resources; the City is legally obligated or has otherwise assumed the responsibility to finance the deficits of or provide financial support to the organization; or the City is obligated for the debt of the organization. Component units may also include organizations that are fiscally dependent on the City in that the City approves the budget, the issuance of debt or the levying of taxes. The City has no component units.

**B. Description of Funds**

The accounting policies of the City of Brigantine conform to the accounting principles applicable to municipalities which have been prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such principles and practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with the respect to public funds. Under this method of accounting, the City of Brigantine accounts for its financial transactions through the following separate funds:

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

Trust Funds -- 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 general facilities, other than those acquired in the Current Fund.

Water and Sewer Operating and Capital Funds -- account for the operations of the water and sewer utility and acquisition of capital facilities of the municipally owned water and sewer utility.

Golf Course Utility Operating and Capital Funds -- account for the operations and acquisition of capital facilities of the municipally owned golf course.

General Fixed Assets Account Group -- All fixed assets used in governmental fund type operations (general fixed assets) are accounted for in the general fixed assets account group, rather than in governmental funds.



**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

**C. Basis of Accounting**

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

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

Revenues -- are recorded as received in cash except for certain amounts, which are due from other governmental units. Receipts from Federal and State grants are realized as revenue when anticipated in the City budget. Receivables for property taxes are recorded with offsetting reserves on the balance sheet of the City's Current Fund, in addition the receivables for utility billings are recorded with offsetting reserves in the Utility Fund; accordingly, such amounts are not recorded as revenue until collected. Other amounts that are due to the City which are susceptible to accrual are also recorded as receivables with offsetting reserves and recorded as revenue when received.

Expenditures -- are recorded on the "budgetary" basis of accounting. Generally expenditures are recorded when an amount is encumbered for goods or services through the issuance of a purchase order in conjunction with the Encumbrance Accounting System. Outstanding encumbrances at December 31 are reported as a cash liability in the financial statements. Appropriation reserves covering unencumbered appropriation balances are automatically created at December 31st of each year and recorded as liabilities, except for amounts which may be canceled by the Governing Body. Appropriation reserves are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year. Lapsed appropriation reserves are recorded as income. Appropriations for principal payments on outstanding general capital bonds and notes are provided on the cash basis; interest on general capital indebtedness is on the cash basis; interest on utility capital indebtedness is on the accrual basis. Compensated absences are treated on a pay as you go basis with no amount charged to operations in the year incurred.

Foreclosed Property -- Foreclosed property is recorded in the Current Fund at the assessed valuation when such property was acquired and is fully reserved.

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

Inventories of Supplies - The cost of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The cost of inventories is not included on the various balance sheets.

General Fixed Assets -- The City has developed a fixed assets accounting and reporting system, as promulgated by the Division of Local Government Services, which differs in certain respects from generally accepted accounting principles.

As required by New Jersey Statutes, foreclosed property is reported in the current operating fund of the municipality.

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

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available except for land which is valued at estimated market value on the date of acquisition. Expenditures for long lived assets with an original cost in excess of \$2,000.00 are capitalized.

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

No depreciation has been provided for in the financial statements.

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

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

Property and equipment purchased by a Utility Fund are recorded in the capital account at cost and are adjusted for disposition and abandonment. The amounts shown do not purport to represent reproduction costs or current value. Contributions in aid of construction are not capitalized. The balance in the Reserve for Amortization and Deferred Reserve for Amortization accounts in the utility capital fund represents charges to operations for the costs of acquisitions of property, equipment and improvements. The utility does not record depreciation on fixed assets.

Levy of Taxes -- The County Board of Taxation certifies the tax levy of the municipality each year. The tax levy is based on the assessed valuation of taxable property within the municipality. Taxes are payable on the first day of February, May, August, and November. Any taxes that have not been paid by 11th day of the 11th month in the fiscal year levied are subject to being included in the tax sale and the lien enforced by selling the property in accordance with NJSA 54:5 et. seq.

The municipality is responsible for remitting 100% of the City of Brigantine School District and the County of Atlantic taxes to the respective agency. The loss for delinquent or uncollectible accounts is borne by the municipality and not the school district or county.

Interest on Delinquent Taxes – It is the policy of the City of Brigantine to collect interest for the nonpayment of taxes or assessments on or before the date when they would become delinquent. The Tax Collector is authorized to charge eight percent (8%) per annum on the first \$1,500.00 of taxes becoming delinquent after due date and eighteen percent (18%) per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date and if a delinquency is in excess of \$10,000.00 and remains in arrears beyond December 31st, an additional penalty of six percent (6%) shall be charged against the delinquency. There is a ten day grace period.

Levy of Utility Charges – The City operates a water and sewer utility fund. Rates are determined by ordinance and changed as necessary. Water and Sewer charges are based on flat fees and usage based on the type of City. Water charges are billed semi-annually and due June and December 1<sup>st</sup>. Sewer charges are billed semi-annually and due January and July 1<sup>st</sup>.

Interest on Delinquent Utility Charges – It is the policy of the City to collect interest for the nonpayment of utility charges on or before the date when they would become delinquent. The Utility Collector is authorized to charge eight percent (8%) per annum on the first \$1,500.00 of charges becoming delinquent after due date and eighteen percent (18%) per annum on any amount of charges in excess of \$1,500.00 becoming delinquent after due date.

Use of Estimates – The preparation of financial statements in conformity with generally accepted accounting principles or the statutory basis of accounting requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

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**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

**D. Required Financial Statements**

The State of New Jersey requires the following financial statements to be presented for each fund on the regulatory basis of accounting: Balance Sheet, Statement of Operations and Changes in Fund Balance, Statement of Revenue and Statement of Expenditures. These statements differ from those presented under Generally Accepted Accounting Principles, which requires a Statement of Net Position and Statement of Activities in addition to the fund financial statements.

**E. Comparative Data**

Comparative total data for the prior year has been presented in the accompanying Balance Sheets and Statement of Operations in order to provide an understanding of changes in the City's financial position. However, comparative (i.e., presentation of prior year totals by fund type) data have not been presented in the Statement of Revenue-Regulatory Basis and Statement of Expenditures-Regulatory Basis since their inclusion would make the statements unduly complex and difficult to read.

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

In February 2015, the Governmental Accounting Standards Board (GASB) issued Statement No. 72 "Fair Value Measurement and Application". This statement, which is effective for fiscal periods beginning after June 15, 2015, will not have any effect on the City's financial reporting.

In June 2015, the Governmental Accounting Standards Board (GASB) issued Statement No. 73 "Accounting and Financial Reporting for Pensions and Related Assets That Are Not within the Scope of GASB 68, and Amendments to Certain Provisions of GASB Statements 67 and 68". This statement, which is effective for fiscal periods beginning after June 15, 2015, will not have any effect on the City's financial reporting.

In June 2015, the Governmental Accounting Standards Board (GASB) issued Statement No. 74 "Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans". This statement, which is effective for fiscal periods beginning after June 15, 2016, will not have any effect on the City's financial reporting.

In June 2015, the Governmental Accounting Standards Board (GASB) issued Statement No. 75 "Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions". This statement, which is effective for fiscal periods beginning after June 15, 2017, will not have any effect on the City's financial reporting.

In June 2015, the Governmental Accounting Standards Board (GASB) issued Statement No. 76 "The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments". This statement, which is effective for fiscal periods beginning after June 15, 2015, will not have any effect on the City's financial reporting.

In August 2015, the Governmental Accounting Standards Board (GASB) issued Statement No. 77 "Tax Abatement Disclosures". This statement, which is effective for fiscal periods beginning after December 15, 2015, will not have any effect on the City's financial reporting.

In December 2015, the Governmental Accounting Standards Board (GASB) issued Statement No. 78 "Pensions Provided through Certain Multiple-Employer Defined Benefit Pension Plans". This statement, which is effective for fiscal periods beginning after December 15, 2015, will not have any effect on the City's financial reporting.

In December 2015, the Governmental Accounting Standards Board (GASB) issued Statement No. 79 "Certain External Investment Pools and Pool Participants". This statement, which is effective for fiscal periods beginning after December 15, 2015, will not have any effect on the City's financial reporting.

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

In January 2016, the Governmental Accounting Standards Board (GASB) issued Statement No. 80 "Blending Requirements for Certain Component Units – an amendment of GASB Statement No. 14". This statement, which is effective for fiscal periods beginning after June 15, 2016, will not have any effect on the City's financial reporting.

**NOTE 2: BUDGETARY INFORMATION**

Under New Jersey State Statutes, the annual budget is required to be a balanced cash basis document. To accomplish this, the City is required to establish a reserve for uncollected taxes. The 2015 and 2014 statutory budgets included a reserve for uncollected taxes in the amount of \$1,216,079.91 and \$1,368,405.71. To balance the budget, the City is required to show a budgeted fund balance. The amount of fund balance budgeted to balance the 2015 and 2014 statutory budgets was \$1,593,000.00 and \$1,400,000.00. In addition, the City operates a self-liquidating water and sewer utility and golf course utility. Under New Jersey Statutes a separate budget for each utility must be adopted concurrently with the operating budget of the City. The utility budgets must be a balanced cash basis budget with fund balance being used to balance the budget. The amount of fund balance budgeted to balance the water and sewer budget in 2015 and 2014 statutory budgets was \$330,313.10 and \$535,000.00. There was \$143,000.00 fund balance budgeted to balance the golf course utility budget in 2015 and \$0 budgeted in 2014.

The Chief Financial Officer has the discretion of approving intra department budgetary transfers throughout the year. Inter department transfers are not permitted prior to November 1. After November 1 these transfers can be made in the form of a resolution and approved by City Council. The following more significant budget transfers were approved in the 2015 and 2014 calendar years:

<u>Budget Category</u>	<u>2015</u>	<u>2014</u>
<u>Current Fund:</u>		
Legal Services		
Other Expenses	75,000.00	150,000.00
Engineering Services and Costs		
Salaries and Wages	(28,000.00)	
Streets and Roads Maintenance		
Other Expenses		25,000.00
Recycling Program		
Salaries and Wages	37,000.00	
Public Buildings & Grounds		
Salaries and Wages	(130,000.00)	
Insurance		
Employee Group Insurance	(111,000.00)	385,309.00
Police Department		
Salaries and Wages		(268,000.00)
Director of Pulic Safety		
Salaries and Wages		(57,509.00)
Fire Department		
Salaries and Wages		(200,000.00)
<u>Water Sewer Utility Operating Fund:</u>	None	None
<u>Golf Course Utility Operating Fund:</u>		None
Operating		
Other Expenses	(32,700.00)	

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

NJSA 40A:4-87 permits special items of revenue and appropriations to be inserted into the annual budget when the item has been made available by any public or private funding source and the item was not determined at the time of budget adoption. During 2015 and 2014, the following budget insertions were approved:

<u>Budget Category</u>	<u>2015</u>	<u>2014</u>
Clean Communities Program	\$ 44,513.47	36,620.58
Municipal Alliance on Alcoholism and Drug Abuse	32,638.00	16,319.00
Post Sandy Planning Assistance Grants		15,000.00
Bulletproof Vest Partnership		8,348.04
COPS in Shops	1,600.00	
Community Development Block Grant - Bayfront	50,000.00	
Community Development Block Grant - Brigantine Blvd.	50,000.00	
Click it or Ticket - 2015	4,000.00	
Sustainable Jersey Small Grant - Lighting	10,000.00	
NJDEP National Fish & Wildlife	125,000.00	
Assistance to Firefighters	268,096.00	

The City may make emergency appropriations, after the adoption of the budget, for a purpose which was not foreseen at the time the budget was adopted or for which adequate provision was not made therein. This type of appropriation shall be made to meet a pressing need for public expenditure to protect or promote the public health, safety, morals or welfare or to provide temporary housing or public assistance prior to the next succeeding fiscal year. Emergency appropriations, except those classified as a special emergency, must be raised in the budgets of the succeeding year. Special emergency appropriations are permitted to be raised in the budgets of the succeeding three or five years. As of December 31, 2015, the City has three special emergency appropriations; \$850,000.00 for Preparation of Tax Map & Revaluation approved December 21, 2011, \$1,850,000.00 for Hurricane Sandy approved December 5, 2012 and \$588,385.00 for Contractual Severance Liability approved November 6, 2013. The unfunded balance of these special emergencies as of December 31, 2015 was \$622,159.20. As of December 31, 2015, the City has one emergency appropriation; \$8,160.00 for matching funds for grants for the municipal alliance approved June 17, 2015. The City has raised this emergency authorization in the 2016 budget.

**NOTE 3: INVESTMENTS**

**Interest Rate Risk.** The City 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. However, New Jersey Statutes 40A:5-15.1(a) limits the length of time for most investments to 397 days.

**Credit Risk.** New Jersey Statutes 40A:5-15.1(a) limits municipal investments to those specified in the Statutes. The type of allowable investments are Bonds of the United States of America or of the local unit or school districts of which the local unit is a part of; obligations of federal agencies not exceeding 397 days; government money market mutual funds; the State of New Jersey Cash Management Plan; local government investment pools; or repurchase of fully collateralized securities.

**Concentration of Credit Risk.** The City places no limit on the amount the they can invest in any one issuer.

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

**NOTE 4: CASH**

**Custodial Credit Risk – Deposits.** Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The City's policy is based on New Jersey Statutes requiring cash be deposited only in New Jersey based banking institutions that participate in the New Jersey Governmental Depository Protection Act (GUDPA) or in qualified investments established in New Jersey Statutes 40A:5-15.1(a) that are treated as cash equivalents. Under the act, all demand deposits are covered by the Federal Deposit Insurance Corporation (FDIC). Public funds owned by the City 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 fund that may pass to the municipality relative to the happening of a future condition. As of December 31, 2015 and 2014, \$0 of the City's bank balance of \$24,036,862.23 and \$20,220,483.28 was exposed to custodial credit risk.

**New Jersey Cash Management Fund –** During the year, the City participated in the New Jersey Cash Management Fund. The Fund is governed by regulations of the State Investment Council, who prescribe standards designed to insure the quality of investments in order to minimize risk to the Funds participants. Deposits with the New Jersey Cash Management Funds are not subject to custodial credit risk as defined above. At December 31, 2015 the City's deposits with the New Jersey Cash Management Fund were \$418,536.54.

**NOTE 5: FIXED ASSETS**

The following schedules are a summarization of the changes in general fixed assets for the calendar years ended December 31, 2015 and 2014:

	Balance 12/31/2013	Additions	Retirements/ Adjustments	Balance 12/31/2014
Land, Building and Improvements	\$ 54,390,009.77			54,390,009.77
Equipment and Machinery	9,107,035.20	314,487.36	(447,136.98)	8,974,385.58
	<u>63,497,044.97</u>	<u>314,487.36</u>	<u>(447,136.98)</u>	<u>63,364,395.35</u>

	Balance 12/31/2014	Additions	Retirements/ Adjustments	Balance 12/31/2015
Land, Building and Improvements	\$ 54,390,009.77	274,961.03		54,664,970.80
Equipment and Machinery	8,974,385.58	2,109,245.93	(140,083.85)	10,943,547.66
	<u>63,364,395.35</u>	<u>2,384,206.96</u>	<u>(140,083.85)</u>	<u>65,608,518.46</u>

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**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

**NOTE 6: SHORT-TERM OBLIGATIONS**

	Balance 12/31/13	Issued	Retired	Balance 12/31/14
Bond Anticipation				
Notes payable:				
General	\$ 8,515,000.00	7,698,000.00	8,515,000.00	7,698,000.00
Golf Course Utility	766,950.00	766,000.00	766,950.00	766,000.00
	<u>\$ 9,281,950.00</u>	<u>8,464,000.00</u>	<u>9,281,950.00</u>	<u>8,464,000.00</u>
	Balance 12/31/14	Issued	Retired	Balance 12/31/15
Bond Anticipation				
Notes payable:				
General	\$ 7,698,000.00	4,982,000.00	7,698,000.00	4,982,000.00
Golf Course Utility	766,000.00	748,000.00	766,000.00	748,000.00
	<u>\$ 8,464,000.00</u>	<u>5,730,000.00</u>	<u>8,464,000.00</u>	<u>5,730,000.00</u>

The note was issued on December 3, 2015 and is due and payable on December 2, 2016 with interest at 2.000%. As of December 31, 2015 the City has authorized but not issued bonds in the amount of \$7,462,609.00, \$5,907,500.00, \$950.00 in the General Capital Fund, Water and Sewer Utility Capital Fund and Golf Course Utility Capital Fund respectively.

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**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

**NOTE 7: LONG TERM DEBT**

Long-term debt as of December 31, 2015 and 2014 consisted of the following:

	Balance 12/31/13	Issued	Retired	Balance 12/31/14	Amounts Due Within One Year
Bonds payable:					
General	\$ 22,745,000.00		3,365,000.00	19,380,000.00	3,395,000.00
Water Sewer Utility	3,600,000.00		625,000.00	2,975,000.00	640,000.00
Golf Course Utility	1,760,000.00		340,000.00	1,420,000.00	350,000.00
Total	28,105,000.00	-	4,330,000.00	23,775,000.00	4,385,000.00
Other liabilities:					
Loans Payable:					
General	454,733.04		32,906.04	421,827.00	33,567.47
Water Sewer Utility	7,154,412.28		1,417,368.54	5,737,043.74	580,184.03
Compensated					
Absences Payable	4,131,047.68	1,622,175.31	140,123.75	5,613,099.24	-
Total long-term liabilities	<u>\$ 39,845,193.00</u>	<u>1,622,175.31</u>	<u>5,920,398.33</u>	<u>35,546,969.98</u>	<u>4,998,751.50</u>
	Balance 12/31/14	Issued	Retired	Balance 12/31/15	Amounts Due Within One Year
Bonds payable:					
General	\$ 19,380,000.00	6,850,000.00	3,395,000.00	22,835,000.00	2,840,000.00
Water Sewer Utility	2,975,000.00		640,000.00	2,335,000.00	435,000.00
Golf Course Utility	1,420,000.00		350,000.00	1,070,000.00	350,000.00
Total	23,775,000.00	6,850,000.00	4,385,000.00	26,240,000.00	3,625,000.00
Other liabilities:					
Loans Payable:					
General	421,827.00		33,567.46	388,259.54	34,242.18
Water Sewer Utility	5,737,043.74	1,484,067.00	615,745.62	6,605,365.12	666,458.95
Compensated					
Absences Payable	5,613,099.24		479,025.18	5,134,074.06	-
Total long-term liabilities	<u>\$ 35,546,969.98</u>	<u>8,334,067.00</u>	<u>5,513,338.26</u>	<u>38,367,698.72</u>	<u>4,325,701.13</u>



**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

**Outstanding bonds whose principal and interest are paid from the Current Fund Budget of the City:**

\$5,250,000 General Obligation Bonds dated January 15, 2006 due in annual installments through January 15, 2018 bearing interest at various rates. The balance remaining as of December 31, 2015, is \$1,140,000.00.

\$8,150,000 General Obligation Bonds dated March 15, 2008 due in annual installments through January 15, 2019 bearing interest at various rates. The balance remaining as of December 31, 2015, is \$2,950,000.00.

\$2,453,100 General Refunding Bond dated June 8, 2011, due in annual installments through September 1, 2015, bearing interest at various rates. There is no balance remaining as of December 31, 2015.

\$9,000,000 General Obligation Bonds dated July 7, 2012 due in annual installments through July 15, 2024 bearing interest at various rates. The balance remaining as of December 31, 2015, is \$7,245,000.00.

\$6,850,000 General Obligation Bonds dated December 1, 2015 due in annual installments through December 1, 2024 bearing interest at various rates. The balance remaining as of December 31, 2015, is \$6,850,000.00.

\$400,000 Type I School Bond dated March 15, 2008, due in annual installments through January 15, 2016, bearing interest at various rates. The balance remaining as of December 31, 2015, is \$50,000.00.

\$3,640,000 Type I School Refunding Bond dated October 1, 2002, due in annual installments through February 15, 2015, bearing interest at various rates. There is no balance remaining as of December 31, 2015.

\$5,850,000 Type I School Bond dated July 7, 2012, due in annual installments through July 15, 2024, bearing interest at various rates. The balance remaining as of December 31, 2015, is \$4,600,000.00.

\$72,803 Green Trust Loan dated 1997, due in annual installments through 2017, bearing an interest rate of 2.00%. The balance remaining as of December 31, 2015, is \$6,657.06.

\$600,000 Green Trust Loan dated 2007, due in annual installments through March 16, 2027, bearing an interest rate of 2.00%. The balance remaining as of December 31, 2015, is \$381,602.48.

**Outstanding bonds whose principal and interest are paid from the Water and Sewer Utility Operating Fund of the City:**

\$1,750,000 Water and Sewer Utility Bond dated January 15, 2005, due in annual installments through January 15, 2018, bearing interest at various rates. The balance remaining as of December 31, 2015, is \$400,000.00.

\$1,800,000 Water and Sewer Utility Bond dated March 15, 2008, due in annual installments through January 15, 2020, bearing interest at various rates. The balance remaining as of December 31, 2015, is \$800,000.00.

\$1,400,000 Water and Sewer Utility Bond dated July 17, 2012, due in annual installments through July 15, 2023, bearing interest at various rates. The balance remaining as of December 31, 2015, is \$1,135,000.00.

\$1,275,500 Water and Sewer Utility Refunding Bond dated June 8, 2011, due in annual installments on September 1 through September 1, 2015, bearing interest at various rates. There is no balance remaining as of December 31, 2015.

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

\$520,381 Water and Sewer Utility State Water System Rehabilitation Loan dated 2004, due in annual installments through February 2, 2014, bearing an interest rate of 3.50%. There is no balance remaining as of December 31, 2015.

\$480,000 Water and Sewer Utility New Jersey Environmental Infrastructure Trust Bond dated November 5, 1999, due in annual installments through August 1, 2019, bearing interest at various rates. The balance remaining as of December 31, 2015, is \$145,000.00.

\$635,000 Water and Sewer Utility New Jersey Environmental Infrastructure Trust Bond dated October 15, 2001, due in annual installments through August 1, 2016, bearing interest at various rates. The balance remaining as of December 31, 2015, is \$60,000.00.

\$70,000 Water and Sewer Utility New Jersey Environmental Infrastructure Trust Bond dated October 15, 2001, due in annual installments through August 1, 2016, bearing interest at various rates. The balance remaining as of December 31, 2015, is \$5,000.00.

\$1,155,000 Water and Sewer Utility New Jersey Environmental Infrastructure Trust Bond dated November 4, 2004, due in annual installments through August 1, 2019, bearing interest at various rates. The balance remaining as of December 31, 2015, is \$410,000.00.

\$457,960 Water and Sewer Utility New Jersey Environmental Infrastructure Trust Loan dated November 5, 1999, due in annual installments through August 1, 2019, bearing no interest rate. The balance remaining as of December 31, 2015, is \$97,220.08.

\$73,697 Water and Sewer Utility New Jersey Environmental Infrastructure Trust Loan dated October 15, 2001, due in annual installments through August 1, 2016, bearing no interest rate. The balance remaining as of December 31, 2015, is \$3,852.22.

\$1,212,500 Water and Sewer Utility New Jersey Environmental Infrastructure Trust Loan dated November 4, 2004, due in annual installments through August 1, 2019, bearing no interest rate. The balance remaining as of December 31, 2015, is \$340,140.38.

\$325,000 Water and Sewer Utility New Jersey Environmental Infrastructure Trust Bond dated March 10, 2010, due in annual installments through August 1, 2029, bearing interest at various rates. The balance remaining as of December 31, 2015, is \$270,000.00.

\$931,500 Water and Sewer Utility New Jersey Environmental Infrastructure Trust Loan dated March 10, 2010, due in annual installments through August 1, 2019, bearing no interest rate. The balance remaining as of December 31, 2015, is \$702,119.00.

\$2,335,000 Water and Sewer Utility New Jersey Environmental Infrastructure Trust Bond dated February 2, 2010, due in annual installments through August 1, 2030, bearing interest at various rates. The balance remaining as of December 31, 2015, is \$1,640,000.00.

\$2,512,650 Water and Sewer Utility New Jersey Environmental Infrastructure Trust Loan dated February 2, 2011, due in annual installments through August 1, 2030, bearing no interest rate. The balance remaining as of December 31, 2015, is \$ 1,483,528.03.

\$435,000 Water and Sewer Utility New Jersey Environmental Infrastructure Trust Bond dated May 28, 2015, due in annual installments through August 1, 2034, bearing interest at various rates. The balance remaining as of December 31, 2015, is \$435,000.00.

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

\$1,049,067 Water and Sewer Utility New Jersey Environmental Infrastructure Trust Loan dated May 28, 2015, due in annual installments through August 1, 2034, bearing no interest rate. The balance remaining as of December 31, 2015, is \$1,013,505.41.

**Outstanding bonds whose principal and interest are paid from the Golf Course Utility Fund of the City:**

\$4,000,000 Golf Course Utility Bond dated January 15, 2005, due in annual installments through January 15, 2018, bearing interest at various rates. The balance remaining as of December 31, 2015, is \$1,070,000.00.

Schedule of Annual Debt Service for Principal and Interest for Bonded Debt Issued and Outstanding

Year Ending December 31,	General Capital Fund Principal	Interest
2016	\$ 2,874,242.18	696,569.84
2017	3,047,666.89	609,569.08
2018	2,981,037.33	518,972.59
2019	2,751,661.17	419,148.75
2020	2,112,297.56	337,112.36
2021-2025	9,401,490.45	749,759.15
2026-2027	54,863.96	1,100.92
	<u>\$ 23,223,259.54</u>	<u>3,332,232.69</u>

Year Ending December 31,	Utility Capital Fund Principal	Interest	Golf Course Utility Capital Fund Principal	Interest
2016	\$ 1,101,458.95	215,912.50	350,000.00	35,362.50
2017	1,047,293.48	186,025.00	360,000.00	21,600.00
2018	1,011,095.88	158,425.00	360,000.00	7,200.00
2019	951,088.29	131,880.00		
2020	622,854.23	107,500.00		
2021-2025	2,499,271.15	345,100.00		
2026-2029	1,352,240.43	98,450.00		
2030-2034	338,369.71	12,800.00		
	<u>\$ 8,923,672.12</u>	<u>1,256,092.50</u>	<u>1,070,000.00</u>	<u>64,162.50</u>

As of December 31, 2015 the carrying value of the above bonds and notes approximates the fair value of the bonds. No interest was charged to capital projects during the year and the total interest charged to the current budget was \$584,957.05, to the water and sewer utility budget was \$229,709.89 and to the golf course utility budget was \$50,627.63.

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**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

<u>Summary of Municipal Debt</u>	<u>Year 2015</u>	<u>Year 2014</u>	<u>Year 2013</u>
<u>Issued:</u>			
General - Bonds and Notes	\$ 28,205,259.54	27,499,827.00	31,714,733.04
Water/Sewer Utility - Bonds and Notes	8,940,365.12	8,712,043.74	10,754,412.28
Beach Utility - Bonds and Notes	1,818,000.00	2,186,000.00	2,526,950.00
Total Issued	<u>38,963,624.66</u>	<u>38,397,870.74</u>	<u>44,996,095.32</u>
<u>Authorized but not issued:</u>			
General - Bonds and Notes	7,462,609.00	7,645,000.00	1,445,000.00
Water/Sewer Utility - Bonds and Notes	5,907,500.00	5,907,500.00	345,730.77
Beach Utility - Bonds and Notes	950.00	950.00	-
Total Authorized But Not Issued	<u>13,371,059.00</u>	<u>13,553,450.00</u>	<u>1,790,730.77</u>
Total Bonds & Notes Issued and Authorized But Not Issued	<u>\$ 52,334,683.66</u>	<u>51,951,320.74</u>	<u>46,786,826.09</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 0.781%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
Local School Debt	\$ 8,467,609.00	8,467,609.00	-
Utility Debt	16,666,815.12	16,666,815.12	-
General Debt	27,200,259.54		27,200,259.54
	<u>\$ 52,334,683.66</u>	<u>25,134,424.12</u>	<u>27,200,259.54</u>

Net Debt \$27,200,259.54 ÷ Equalized Valuation Basis per N.J.S.A. 40A:2-2 as amended, \$3,484,751,599 = 0.781%.

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

3 1/2 % of Equalized Valuation Basis ( Municipal)	\$ 121,966,306
Net Debt	27,200,260
Remaining Borrowing Power	<u>\$ 94,766,046</u>

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

**NOTE 8: FUND BALANCES APPROPRIATED**

Fund balances at December 31, 2015 and 2014, which were appropriated and included as anticipated revenue in their own respective funds for the year ending December 31, 2016 and 2015 were as follows:

		<u>2016</u>	<u>2015</u>
Current Fund	\$	2,550,000.00	1,593,000.00
Water/Sewer Utility		None	330,313.00
Golf Course Utility		53,680.00	143,000.00

**NOTE 9: DEFERRED CHARGES TO BE RAISED IN SUCCEEDING BUDGETS**

Certain expenditures are required to be deferred to budgets of succeeding years. At December 31, 2015, the following deferred charges are shown on the balance sheets of the various funds:

	<u>December 31, 2015</u>	<u>2016 Budget Appropriation</u>	<u>Balance to Succeeding</u>
Current fund:			
Special Emergency Appropriation	\$ 622,159.20	262,241.00	359,918.20
Emergency Appropriation	8,160.00	8,160.00	-
	<u>630,319.20</u>	<u>270,401.00</u>	<u>359,918.20</u>

**NOTE 10: SCHOOL TAXES**

Local District School Tax in the amounts of \$15,888,114.00 and \$15,769,415.00 have been raised for the 2015 and 2014 calendar years and remitted to the school district.

**NOTE 11: TAXES COLLECTED IN ADVANCE**

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

	<u>Balance 12/31/15</u>	<u>Balance 12/31/14</u>
Prepaid Taxes	\$ 920,332.39	889,399.52
Cash Liability for Taxes Collected in Advance	<u>\$ 920,332.39</u>	<u>889,399.52</u>

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**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

**NOTE 12: PENSION FUNDS**

*Description of Plans*

Substantially all of the City's employees participate in the Public Employees' Retirement System (PERS) and Police and Fireman's Retirement System (PFRS) cost sharing multiple-employer defined benefit pension plans which have been established by State Statute and are administered by the New Jersey Division of Pensions and Benefits (Division). According to the State of New Jersey Administrative Code, all obligations of the System will be assumed by the State of New Jersey should the system terminate. The Division issues a publicly available financial report that includes the financial statements and required supplementary information for the systems. This report may be obtained by writing to the Division of Pension and Benefits, PO Box 295, Trenton, New Jersey 08625 or the report can be accessed on the internet at - <http://www.state.nj.us/treasury/pensions/annrpts.shtml>.

*Public Employees' Retirement System*

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

*Defined Contribution Retirement Program (DCRP)*

The Defined Contribution Retirement Program (DCRP) was established as of July 1, 2008 under the provisions of Chapter 92, P.L. 2008 and Chapter 103, P.L. 2008 (NJSA 43:15c-1 et seq). The DCRP is a cost-sharing multiple-employer defined contribution pension fund. The DCRP provides eligible members, and their beneficiaries with a tax sheltered, defined contribution retirement benefit, along with life insurance and disability coverage. Vesting and benefit provisions are established by NJSA 43: 15c-1 et seq. Currently there are nine individuals enrolled in DCRP.

*Police and Fireman's Retirement System*

The contribution policy for the Police and Fireman's Retirement System (PFRS) is set by N.J.S.A. 43:16 and requires contributions by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. PFRS provides for employee contributions of 10.0% of employees' annual compensation, as defined. Employers are required to contribute to an actuarially determined rate.

*Pension Plan for Lifeguards*

The City of Brigantine has established a pension plan to provide retirement, disability, and survivor pension benefits for the individuals who serve on the City's lifeguard force. An eligible employee becomes a plan member upon employment. Employee contributions shall be withheld from the member's salary and contributed to plan for his benefit for his/her benefit. Retiree benefits are paid out of the current fund and charged to the current operating budget of the City. A plan member may retire with a pension only after his 45<sup>th</sup> birthday and after he has completed 20 years of service, the last 10 must have been completed immediately preceding his/her application.

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**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

*Funding Policy*

The contribution policy is set by N.J.S.A. 43:15A, Chapter 62, P.L. of 1994, Chapter 115, P.L. of 1997 and N.J.S.A. 18:66, and requires contributions by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. PERS provided for employee contributions of 6.92% through June 30, 2014 and 7.06% thereafter of employee's annual compensation, as defined. Employers are required to contribute to an actuarially determined rate in PERS. The current PERS rate is 12.46% of covered payroll. The City's contributions to PERS for the years ended December 31, 2015, 2014, and 2013 were \$511,190.87, \$473,242.00 and \$430,301.00.

The contribution policy for the PFRS is set by N.J.S.A. 43:16 and requires contributions by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. PFRS provides for employee contributions of 10.0% of employees' annual compensation, as defined. Employers are required to contribute at an actuarially determined rate. The City's contributions to PFRS for the years ended December 31, 2015, 2014, and 2013 were \$1,692,487.00, \$1,591,115.00, and \$1,605,134.00.

The total payroll for the year ended December 31, 2015 was \$12,606,717.84. Payroll covered by PFRS was \$3,114,135.00 and PERS was \$3,884,251.00.

The Lifeguard Pension provides for employee contributions of 4.00% of employees' annual compensation. The City's contributions to the Lifeguard Pension for the year ended December 31, 2015, 2014 and 2013 was \$20,000.00, \$20,000.00 and \$20,000.00. The City's trust for the Lifeguard Pension at December 31, 2015 was \$572,885.42. Currently there are six individuals receiving benefits. The benefits paid by the trust for the year ended December 31, 2015, 2014 and 2013 were \$50,073.84, \$50,073.84 and \$41,452.04.

*Significant Legislation*

Chapter 78, P.L. 2011, effective June 28, 2011 made various changes to the manner in which the Public Employees' Retirement System (PERS) and the Police and Firemen's Retirement System (PFRS) operate and to the benefit provisions of those systems.

Chapter 78's provisions impacting employee pension and health benefits include:

- New members of the PERS hired on or after June 28, 2011 (Tier 5 members) will need 30 years of creditable service and age 65 for receipt of the early retirement benefit without a reduction of  $\frac{1}{4}$  of 1% for each month that the member is under age 65.
- The eligibility age to qualify for a service retirement in the PERS is increased from age 63 to 65 for Tier 5 members.
- The annual benefit under special retirement for new PFRS members enrolled after June 28, 2011 (Tier 3 members), will be 60% instead of 65% of the member's final compensation plus 1% for each year of creditable service over 25 years but not to exceed 30 years.
- Increases in active member contribution rates. PERS active member rates increase from 5.5% of annual compensation to 6.5% plus an additional 1% phased-in over 7 years; PFRS active member rate increase from 8.5% to 10%. For fiscal year 2012, the member contribution rates increased in October 2011. The phase-in of the additional incremental member contribution rates for PERS members will take place in July of each subsequent fiscal year.
- The payment of automatic cost-of-living adjustment (COLA) additional increases to current and future retirees and beneficiaries is suspended until reactivated as permitted by this law.

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

- New employee contribution requirements towards the cost of employer-provided health benefit coverage. Employees are required to contribute a certain percentage of the cost of coverage. The rate of contribution is determined based on the employee's annual salary and the selected level of coverage. The increased employee contributions will be phased in over a 4-year period for those employed prior to Chapter 78's effective date with a minimum contribution required to be at least 1.5% of salary.
- In addition, this new legislation changes the method for amortizing the pension systems' unfunded accrued liability (from a level percent of pay method to a level dollar of pay).

Chapter 1, P.L. 2010, effective May 21, 2010, made a number of changes to the State-administered retirement systems concerning eligibility, the retirement allowance formula, the definition of compensation, the positions eligible for service credit, the non-forfeitable right to a pension, the prosecutor's part of the PERS, special retirement under the PFRS, and employer contributions to the retirement systems.

Also, Chapter 1, P.L. 2010 changed the membership eligibility criteria for new members of PERS from the amount of annual compensation to the number of hours worked weekly. Also, it returned the benefit multiplier for new members of PERS to  $1/60^{\text{th}}$  from  $1/55^{\text{th}}$ , and it provided that new members of PERS have the retirement allowance calculated using the average annual compensation for the last five years of service instead of the last three years of service. New members of PERS will no longer receive pension service credit from more than one employer. Pension service credit will be earned for the highest paid position only. For new members of the PFRS, the law capped the maximum compensation that can be used to calculate a pension from these plans at the annual wage contribution base for social security, and requires the pension to be calculated using a three year average annual compensation instead of the last year's salary. This law also closed the Prosecutors Part of the PERS to new members and repealed the law for new members that provided a non-forfeitable right to receive a pension based on the laws of the retirement system in place at the time 5 years of pension service credit is attained. The law also requires the State to make its full pension contribution, defined a  $1/7^{\text{th}}$  of the required amount, beginning in fiscal years 2012.

Chapter 3, P.L. 2010, effective May 21, 2010, replaced the accidental and ordinary disability retirement for new members of the PERS with disability insurance coverage similar to that provided by the State to individuals enrolled in the State's Defined Contribution Retirement Program.

Chapter 92, P.L. 2007 implemented certain recommendations contained in the December 1, 2006 report of the Joint Legislative Committee on Public Employee Benefits Reform; established a DCRP for elected and certain appointed officials, effective July 1, 2007; the new pension loan interest rate became 4.69% per year, and an \$8.00 processing fee per loan was charged, effective January 1, 2008. The legislation also removed language from existing law that permits the State Treasurer to reduce employer pension contributions needed to fund the Funds and Systems when excess assets are available.

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**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

**Note 13: PENSION LIABILITIES**

In 2012, the Governmental Accounting Standards Board issued GASB statement 68. This statement is effective for fiscal years beginning after June 15, 2014. This statement changes the method of reporting the City's pension liabilities. However, due to the fact that the City reports on the regulatory basis of accounting, no financial statement impact will be recognized.

The following represents the City's pension liabilities as June 30, 2015:

**Public Employees' Retirement System**

The City has a liability of \$13,286,753.00 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2015, the City's proportion would be 0.05918903980%, which would be a decrease of 4.37% from its proportion measured as of June 30, 2014.

For the year ended December 31, 2015, the City would have recognized pension expense of \$753,465.00. At December 31, 2015, the City would report deferred outflows of resources and deferred inflows of resources related to PERS from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected & actual experience	\$ 316,975	
Changes of assumptions	1,426,891	
Changes in proportion	-	(213,625)
Net difference between projected and actual earnings on pension plan investments		(550,057)
Total	<u>\$ 1,743,866</u>	<u>(763,682)</u>

Amounts that would be reported as deferred outflows of resources and deferred inflows of resources related to pensions would be recognized in pension expense as follows:

Year ended June 30,	
2016	\$ 183,229
2017	183,229
2018	183,229
2019	275,047
2020	155,450
Total	<u>\$ 980,184</u>

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

**Actuarial Assumptions**

The total pension liability for the June 30, 2015 measurement date was determined by an actuarial valuation as of July 1, 2014, which was rolled forward to June 30, 2015. This actuarial valuation used the following assumptions, applied to all periods in the measurement:

Inflation rate	3.04%
Salary increases:	
2012-2021	2.15% - 4.40% (based on age)
Thereafter	3.15% - 5.40% (based on age)
Investment rate of return:	7.90%

Mortality rates were based on the RP-2000 Combined Healthy Male and Female Mortality Tables (setback 1 year for males and females) for service retirement and beneficiaries of former members with adjustments for mortality improvements from the base year of 2012 based on Projections Scale AA. The RP-2000 Disability Mortality Tables (setback 3 years for males and setback 1 year for females) are used to value disabled retirees.

The actuarial assumptions used in the July 1, 2014 valuation were based on the results of an actuarial experience study for the period July 1, 2008 to June 30, 2011.

In accordance with State statute, the long-term expected rate of return on plan investments is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. Best estimates of arithmetic real rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2015 are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Cash	5.00%	1.04%
U.S. Treasuries	1.75%	1.64%
Investment Grade Credit	10.00%	1.79%
Mortgages	2.10%	1.62%
High Yield Bonds	2.00%	4.03%
Inflation-Indexed Bonds	1.50%	3.25%
Broad US Equities	27.25%	8.52%
Developed Foreign Equities	12.00%	6.88%
Emerging Market Equities	6.40%	10.00%
Private Equity	9.25%	12.41%
Hedge Funds/Absolute Return	12.00%	4.72%
Real Estate (Property)	2.00%	6.83%
Commodities	1.00%	5.32%
Global Debt (Except US)	3.50%	-0.40%
REIT	4.25%	5.12%

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

*Discount Rate*

The discount rate used to measure the total pension liability was 4.90% as of June 30, 2015. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.9%, and a municipal bond rate of 3.80% as of June 30, 2015, based on the Bond Buyer Go 20-Bond Municipal Bond Index which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the average of the last five years of contributions made in relation to the last five years of 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 2033.

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

The following presents the City's proportionate share of the net pension liability calculated using the discount rate of 4.90%, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower (3.90%) or 1-percentage point higher (5.90%) than the current rate:

	1% Decrease (3.90%)	Current Discount Rate (4.90%)	1% Increase (5.90%)
City's proportionate share of the net pension liability	\$ 16,029,884	13,286,753	\$ 10,990,749

*Pension plan fiduciary net position.*

Detailed information about the pension plan's fiduciary net position is available in the separately issued PERS financial report.

**Police and Firemen's Retirement System**

The City has a liability of \$31,803,695.00 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2015, the City's proportion would be 0.19093847430%, which would be a decrease of 13.35% from its proportion measured as of June 30, 2014.

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**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

For the year ended December 31, 2015, the City would have recognized pension expense of \$2,080,837.00. At December 31, 2015, the City would have reported deferred outflows of resources and deferred inflows of resources related to PFRS from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected & actual experience	\$ -	(274,317)
Changes of assumptions	5,871,752	
Changes in proportion	203,867	(3,226,830)
Net difference between projected and actual earnings on pension plan investments		(553,515)
Total	<u>\$ 6,075,619</u>	<u>(4,054,662)</u>

Amounts that would be reported as deferred outflows of resources and deferred inflows of resources related to pensions would be recognized in pension expense as follows:

Year ended June 30,	
2016	\$ 389,687
2017	389,687
2018	389,687
2019	616,053
2020	235,842
Total	<u>\$ 2,020,957</u>

**Actuarial Assumptions**

The total pension liability for the June 30, 2015 measurement date was determined by an actuarial valuation of July 1, 2014, which was rolled forward to June 30, 2015. This actuarial valuation used the following assumptions, applied to all periods in the measurement:

Inflation rate	3.04%
Salary increases:	
2012-2021	2.60% - 9.48% (based on age)
Thereafter	3.60% - 10.48% (based on age)
Investment rate of return:	7.90%

Mortality rates were based on the RP-2000 Combined Healthy Mortality Tables projected one year using Projection Scale AA and one year using Projection Scale BB for male service retirements with adjustments for mortality improvements from the base year based on Projection Scale BB. Mortality rates were based on the RP-2000 Combined Healthy Mortality Tables projected fourteen years using Projection Scale BB for female service retirements and beneficiaries with adjustments for mortality improvements from the base year of 2014 based on Projection Scale BB.

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

The actuarial assumptions used in the July 1, 2014 valuation were based on the results of an actuarial experience study for the period July 1, 2010 to June 30, 2013.

In accordance with State statute, the long-term expected rate of return on plan investments (7.90% at June 30, 2015) 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, 2015 are summarized in the following table:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
Cash	5.00%	1.04%
U.S. Treasuries	1.75%	1.64%
Investment Grade Credit	10.00%	1.79%
Mortgages	2.10%	1.62%
High Yield Bonds	2.00%	4.03%
Inflation-Indexed Bonds	1.50%	3.25%
Broad US Equities	27.25%	8.52%
Developed Foreign Equities	12.00%	6.88%
Emerging Market Equities	6.40%	10.00%
Private Equity	9.25%	12.41%
Hedge Funds/Absolute Return	12.00%	4.72%
Real Estate (Property)	2.00%	6.83%
Commodities	1.00%	5.32%
Global Debt (Except US)	3.50%	-0.40%
REIT	4.25%	5.12%

*Discount Rate*

The discount rate used to measure the total pension liability was 5.79% as of June 30, 2015. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.9%, and a municipal bond rate of 3.80% as of June 30, 2015, based on the Bond Buyer Go 20-Bond Municipal Bond Index which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on the average of the last five years of contributions made in relation to the last five years of 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 2045. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2045, and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

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

The following presents the collective net pension liability of the participating employers as of June 30, 2015, calculated using the discount rate as disclosed above as well as what the collective net pension liability would be if it was calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	1% Decrease (4.79%)	Current Discount Rate (5.79%)	1% Increase (6.79%)
City's proportionate share of the net pension liability	\$ 41,230,744	31,803,695	24,120,084

In addition to the PFRS liabilities listed above, a special funding situation exists for the Local employers of the Police and Fire Retirement System of New Jersey. The State of New Jersey, as a non-employer, is required to pay the additional costs incurred by Local employers under 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 June 30, 2015 State special funding situation net pension liability amount of \$1,460,720,421.00, is the accumulated differences between the annual actuarially determined State obligation under the special funding situation and the actual State contribution through the valuation date. The fiscal year ending June 30, 2015 State special funding situation pension expense of \$182,203,735.00 is the actuarially determined contribution amount that the State owes for the fiscal year ending June 30, 2015. The pension expense is deemed to be a State administrative expense due to the special funding situation.

Although the liabilities related to the special funding situation are the liabilities of the State of New Jersey, the proportionate share of the statewide liability allocated to the City was 0.19093847430% for 2015. The net pension liability amount allocated to the City was \$2,789,077.00. For the fiscal year ending June 30, 2015 State special funding situation pension expense of \$347,897.00 is allocated to the City.

*Pension plan fiduciary net position.*

Detailed information about the pension plan's fiduciary net position is available in the separately issued PFRS financial report.

**NOTE 14: POST-RETIREMENT BENEFITS**

Retired members of the PBA and the fire department are entitled to an annual allowance of up to \$900.00 for dental work. During 2015, the City provided post-retirement dental coverage to forty six (46) retired employees. In accordance with GASB 45 and the State of New Jersey, the City obtained an actuarial valuation of the liability for providing these benefits.

As of December 31, 2015, the actuarial valuation report was based on 61 participants including 46 retirees and dependents. The actuarial determined valuation of these benefits has been reviewed and will be reviewed annually for the purpose of estimating the present value of future benefits for active and retired employees and their dependents as required by GASB 45.

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

**Annual OPEB Cost and Net OPEB Obligation**

The City's annual OPEB cost represents the accrued cost for post-employment benefits under GASB 45. The cumulative difference between the annual OPEB cost and the benefits paid during a year will result in a net OPEB obligation. The annual OPEB cost is equal to the annual required contribution (ARC) less adjustment if a net OPEB obligation exists. The ARC is equal to the normal cost and amortization of the Unfunded Actuarial Accrued Liability (UAAL) plus interest. The Actuarial Accrued Liability (AAL) as of December 31, 2015 is \$1,810,000.00 based upon a discount rate of 4.50% per annum and the plan provisions in effect as of yearend. As of the measurement date, the plan has no assets to offset any portion of the Actuarial Accrued Liability (AAL), therefore the UAAL and AAL are equal.

**Actuarial Methods and Assumptions**

Actuarial valuations of an ongoing plan involve estimates and assumptions about the probability of occurrences of events far into the future, including future employment, mortality and healthcare cost trends. Actuarially determined amounts are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future.

**Other Post-Employment Benefit Costs and Obligations**

In the December 31, 2015 actuarial valuation, the Annual Required Contribution (ARC) for the year ending December 31, 2015 was projected as follows:

	12/31/2015
Normal Cost	\$ 50,000
AAL	1,810,000
Less Assets	-
UAAL	1,810,000
30 Year Amortization of UAAL at Discount Rate	105,000
Interest	5,000
Total ARC	\$ 160,000

**NOTE 15: ACCRUED SICK AND VACATION BENEFITS**

The City has permitted employees to accrue unused vacation, personal and sick time, which may be taken as time off or paid at a later date at an agreed upon rate. Employees are only eligible to receive 50% of the sick time they have accrued, and the maximum dollar amount of sick time that may be earned is \$12,000. The monetary value of these earned and unused employee benefits has not been accrued by either charges to operations or to budgets of prior years, although in some cases they might be material, since the realization of this liability may be affected by conditions which preclude an employee from receiving full payment of the accrual. At December 31, 2015, the City estimates this liability to approximate \$5,134,074.06 based on 2015 pay rates and compensated absence balances.

**NOTE 16: ECONOMIC DEPENDENCY**

The City of Brigantine is not economically dependent on any one business or industry as a major source of tax revenue for the City.

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

**NOTE 17: RISK MANAGEMENT**

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

**Property and Liability Insurance** - The City maintains commercial insurance coverage for property, liability and surety bonds. During the year ended December 31, 2015 and 2014 the City did not incur claims in excess of their coverage and the amount of coverage did not significantly decrease.

The City is a member of the Atlantic County Joint Insurance Fund (JIF) and the Municipal Excess Liability Fund (MEL) which also includes other municipalities throughout the region. The City is obligated to remit insurance premiums into these funds for sufficient insurance coverage. There is an unknown contingent liability with the Atlantic County Municipal Joint Insurance Fund if there is a catastrophic insurance claim from any member of the fund. The City has a general liability limit of \$100,000 under JIF, which increases to \$5,000,000 under MEL.

**NOTE 18: DEFERRED COMPENSATION**

The City offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. In 1998 the City of Brigantine amended the plan by resolution to comply with a private letter ruling of the Internal Revenue Service that requires assets of deferred compensation plans be held in trust under the beneficial ownership of the Trustee, (City of Brigantine) serving as Trustee, for the exclusive benefit of the plan participants and their beneficiaries, and that the assets shall not be diverted to any other purpose. The plan administrators are Hartford and Valic.

**NOTE 19: CONTINGENT LIABILITIES**

From time to time, the City is a defendant in legal proceedings relating to its operations as a municipality. In the best judgment of the City's management, the outcome of any present legal proceedings will not have any adverse material effect on the accompanying financial statements.

**NOTE 20: FEDERAL AND STATE GRANTS**

In the normal course of operations, the City received grant funds from various Federal and State agencies. The grant programs are subject to audit by agents of the granting authority, the purpose of which is to ensure compliance with conditions precedent to the granting of funds. Any liability for reimbursement that may arise as a result of these audits is not believed to be material.

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**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2015 AND 2014**  
**(CONTINUED)**

**NOTE 21: INTERFUND BALANCES**

During the most current calendar year ended December 31, 2015, the following interfunds were included on the balance sheets of the various funds of the City of Brigantine:

	Due From	Due To
Current Fund:		
Animal Control Fund	\$ 3,459.00	
Federal and State Grant Funds	917.89	
Trusts Other	1,488.00	5,237.55
Golf Utility Operating Fund	117,343.01	
Grant Fund:		
Current Fund		917.89
Water and Sewer Operating		8,996.81
Other Trusts:		
Current Fund	5,237.55	1,488.00
Animal Control Fund:		
Current Fund		3,459.00
General Capital Fund:		
Water/Sewer Utility Capital	50,000.00	
Water and Sewer Operating:		
Federal and State Grant Funds	8,996.81	
Water and Sewer Capital	335,430.04	
Water and Sewer Capital Fund:		
General Capital		50,000.00
Water and Sewer Operating		335,430.04
Golf Course Operating:		
Current Fund		117,343.01
	\$ <u>522,872.30</u>	<u>522,872.30</u>

The balances are primarily the result of disbursements made from the various funds which were not reimbursed prior to year end.

**NOTE 22: SUBSEQUENT EVENTS**

The City has evaluated subsequent events through June 20, 2016, the date which the financial statements were available to be issued and identified no events requiring disclosure.

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## **SUPPLEMENTARY INFORMATION**





# FORD-SCOTT

& ASSOCIATES, L.L.C.

CERTIFIED PUBLIC ACCOUNTANTS

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## Independent Auditor's Report

To the Honorable Mayor and  
Members of the City Council  
City of Brigantine, New Jersey

We have audited, in accordance with the 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, the regulatory basis financial statements of the various funds and account group as of and for the year ended December 31, 2015, and the related notes to the financial statements, which collectively comprise the City of Brigantine's basic financial statements, and have issued our report thereon dated June 20, 2016, which was adverse due to being presented in accordance with the New Jersey regulatory basis of accounting.

### **Internal Control over Financial Reporting**

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

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

## **Compliance and Other Matters**

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

## **Purpose of this Report**

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

*Ford, Scott & Associates, L.L.C.*  
**FORD, SCOTT & ASSOCIATES, L.L.C.**  
**CERTIFIED PUBLIC ACCOUNTANTS**

*Leon P. Costello*

**Leon P. Costello**  
**Certified Public Accountant**  
**Registered Municipal Accountant**  
**No. 393**

**June 20, 2016**

## **AUDIT FINDINGS AND RESPONSES**

### **Finding #2015-1:**

Our examination of expenditures revealed a payment to a vendor in excess of the City's bid threshold where bids were not sought. We were also unable to inspect required documentation on several contracts awarded by the City.

#### **Criteria:**

N.J.S.A. 40A:11-4 and N.J.S.A. 19:44A-20.4

#### **Condition:**

Proper documentation and disclosures were not maintained on contracts awarded by the City. Expenditures were not reviewed for contracts that may exceed the City's bid threshold prior to the commitment being made.

#### **Cause:**

Procedures are not in place to ensure New Jersey Local Public Contract Laws are followed.

#### **Effect:**

The City is not in compliance with New Jersey Local Public Contract Law.

#### **Recommendation:**

That the City establish internal control procedures that are designed to ensure compliance with New Jersey Local Public Contract Laws.

#### **Management Response:**

The Chief Financial Officer and finance office will review the City's purchasing procedures and implement controls in 2016.

## **STATUS OF PRIOR RECOMMENDATIONS**

### **Finding 2014-1: \*\***

#### **Recommendation:**

The General Ledger should be reconciled on a monthly basis with the sub-ledgers. This will ensure that all transactions are recorded in the period within which they occurred. Cash transfers should be made from one account to another in accordance with the detail in the sub-ledgers to avoid large interfund balances.

#### **Current Status**

This recommendation was corrected in 2015.

### **Finding 2014-2:**

#### **Recommendation:**

That no commitment be made or expenditure approved for payment unless there is a sufficient balance in the proper budget line item.

#### **Current Status**

This recommendation was corrected in 2015.

**Finding 2014-3:**

**Recommendation:**

We recommend that bank accounts be reconciled within a reasonable time after bank statements are received and that records be maintained accurately. We also recommend that records be reviewed more thoroughly to help prevent invalid entries into the City's accounting software.

**Current Status**

This recommendation was corrected in 2015.

**Finding 2014-4:**

**Recommendation:**

Appropriations should be properly budgeted for and charged throughout the year.

**Current Status**

This recommendation was corrected in 2015.

**Finding 2014-5:**

**Recommendation:**

That all encumbrance activity and balances be thoroughly reviewed, cancelled and/or adjusted in subsidiary budget status and general ledger reports.

**Current Status**

This recommendation was corrected in 2015.

**Finding 2014-6:**

**Recommendation:**

That the City account for and maintain its general fixed asset ledgers in accordance with NJAC 5-30-5.6 and that these ledgers be updated and provided for audit.

**Current Status**

The City is in the process of updating their fixed asset ledger. Additions and deletions were readily available for audit in 2015. No finding or recommendation deemed necessary in 2015.

**Finding 2014-7:**

**Recommendation:**

That the City review its procedures over the reconciliation, completion, review and remittances of dog and marriage licenses.

**Current Status**

Procedures improved, no finding or recommendation deemed necessary in 2015.



**Finding 2014-8:**

**Recommendation:**

An actuarial report should be obtained in a timely manner.

**Current Status**

This recommendation was corrected in 2015.

**Finding 2014-9:**

**Recommendation:**

That all grant activity and receivable balances be thoroughly reviewed in a timely manner and properly posted in the subsidiary revenue status and general ledger reports.

**Current Status**

This recommendation was corrected in 2015.

\*\* A similar finding was made in prior years.

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**CURRENT FUND  
SCHEDULE OF CASH - TREASURER**

	<u>Current Fund</u>	<u>Grant Fund</u>
Balance December 31, 2014	\$ 8,322,647.23	112,881.54
Increased by Receipts:		
Tax Collector	57,607,937.66	
State of New Jersey - Veterans' and Senior Citizens' Deductions	130,000.00	
Miscellaneous Revenue Anticipated	3,924,021.42	
Miscellaneous Revenue Not Anticipated	187,399.55	
Due Federal and State Grant Fund	47,619.09	
Due Trust Other	232.00	
Due General Capital	1,285,899.75	
Due Water/Sewer Operating Fund	365,972.86	
Payroll Taxes Payable	6,173.11	
Due to State of New Jersey - State Training Fees	28,909.00	
Due to State of New Jersey - Marriage License Surcharge	1,700.00	
Federal and State Grant Fund:		
Federal and State Grants Receivable		387,889.88
Due Current Fund		254,407.90
	<u>63,585,864.44</u>	<u>642,297.78</u>
	71,908,511.67	755,179.32
Decreased by Disbursements:		
Current Year Appropriation	25,561,907.46	
Prior Year Appropriations	671,003.65	
Refund of Prior Year Revenue	4,000.00	
County Taxes	17,437,935.25	
Local District School Taxes	15,888,114.00	
Due to County - Added and Omitted Taxes	37,495.97	
Accounts Payable	70,527.11	
Due to State of New Jersey - Marriage License Fees	1,825.00	
Due to State of New Jersey - State Training Fees	24,306.00	
Refund of Tax Overpayments	46,431.52	
Due Federal and State Grant Fund	254,407.90	
Due Trust Other	1,488.00	
Due Golf Utility Operating	391,312.55	
Due Golf Utility Capital	70,103.93	
Due Water/Sewer Operating Fund	32,935.27	
Due General Capital	1,058,137.65	
Special Emergency Notes	1,051,139.39	
Federal and State Grant Fund:		
Federal and State Disbursements		549,035.56
Due Current Fund		12,657.53
	<u>62,603,070.65</u>	<u>561,693.09</u>
Balance December 31, 2015	\$ <u><u>9,305,441.02</u></u>	<u><u>193,486.23</u></u>

**CURRENT FUND  
SCHEDULE OF CURRENT CASH - COLLECTOR**

Balance December 31, 2014		\$	-
Increased by Receipts:			
Prepaid Taxes	920,332.39		
Taxes Receivable	56,472,995.60		
Interest on Taxes	155,447.58		
Tax Title Liens	1,136.23		
Miscellaneous Revenue	<u>58,025.86</u>		
			<u>57,607,937.66</u>
			57,607,937.66
Decreased By Disbursements:			
Payments to Treasurer	<u>57,607,937.66</u>		
			<u>57,607,937.66</u>
Balance December 31, 2015		\$	<u><u>-</u></u>

**CURRENT FUND**  
**SCHEDULE OF TAXES RECEIVABLE AND ANALYSIS OF PROPERTY TAX LEVY**

Year	Balance Dec. 31, 2014	Current Year Levy	Added Taxes	Collections by Cash		Adjustments	Transferred To Tax Title Lien	Balance Dec. 31, 2015
				2014	2015			
Arrears	\$ -							-
2014	607,409.73				591,770.53	15,638.11		1.09
	607,409.73	-	-	-	591,770.53	15,638.11	-	1.09
2015	-	57,591,881.14	12,693.77	889,399.52	55,972,140.94	244,060.40	20,909.84	478,064.21
	607,409.73	57,591,881.14	12,693.77	889,399.52	56,563,911.47	259,698.51	20,909.84	478,065.30
<b>Analysis of Current Year Tax Levy</b>								
<b>Tax Yield:</b>								
General Property Tax								
Added Taxes (54:4-63.1 et. Seq.)								
					57,591,881.14			
					12,693.77			
						57,604,574.91		
<b>Tax Levy:</b>								
General County Taxes								
County Library Taxes								
County Open Space Taxes								
County Health Taxes								
County Added and Omitted Taxes								
Total County Taxes								
						17,530,132.34		
Local School District Tax								
Additional Local Open Space Tax								
						15,888,114.00		
Local Tax for Municipal Purposes								
Add: Additional Tax Levied								
					23,940,649.15			
					245,679.42			
						24,186,328.57		
						57,604,574.91		

**CURRENT FUND  
SCHEDULE OF TAX TITLE LIENS**

Balance December 31, 2014		\$	35,947.35
Increased by:			
Transfers from Taxes Receivable	20,909.84		
	<hr/>		<hr/>
			20,909.84
			56,857.19
Decreased by:			
Collections	1,136.23		
	<hr/>		<hr/>
			1,136.23
Balance December 31, 2015		\$	<u><u>55,720.96</u></u>

**CURRENT FUND**  
**SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE**

	Balance Dec. 31, 2014	Accrued in 2015	Collected by		Balance Dec. 31, 2015
			Collector	Treasurer	
Licenses:					
Alcoholic Beverages	\$	12,425.00		12,425.00	-
Other		22,590.00		22,590.00	-
Fees and Permits		132,657.72		132,657.72	-
Municipal Court					
Fines and Costs	6,237.71	166,350.38		158,589.21	13,998.88
Interest and Costs on Taxes		155,447.58	155,447.58		-
Beach Fees		547,532.05		547,532.05	-
Beach Vehicles Permits		637,200.00		637,200.00	-
Cable Franchise		70,953.52		70,953.52	-
County Share of Library Costs		50,000.00		50,000.00	-
Emergency Medical Services		283,530.14		283,530.14	-
Lease of City Property		167,059.84		167,059.84	-
Uniform Construction Code Fees		612,122.62		612,122.62	-
Fire Prevention Inspection Fees		259,359.00		259,359.00	-
Atlantic County Debt Service Aid - 800MHz System		28,415.32		28,415.32	-
Minature Golf Receipts		20,000.00		20,000.00	-
Energy Receipts		657,130.00		657,130.00	-
Open Space Pilot Aid (Garden State Trust)		15,570.00		15,570.00	-
Type I School Debt Service Aid		248,887.00		248,887.00	-
Reserve to Pay Bonds & Notes		-			-
Miscellaneous Revenue Not Anticipated		253,998.07	58,025.86	195,972.21	-
	<u>6,237.71</u>	<u>4,341,228.24</u>	<u>213,473.44</u>	<u>4,119,993.63</u>	<u>13,998.88</u>

**CURRENT FUND**  
**SCHEDULE OF APPROPRIATION RESERVES - PRIOR YEAR**

	Balance Dec. 31, 2014	Balance After Transfers	Paid or Charges	Balance Lapsed	Over- Expended
<b>OPERATIONS WITHIN "CAPS"</b>					
<b>GENERAL GOVERNMENT:</b>					
General Administration	\$ 10,437.73	10,437.73	9,126.98	1,310.75	-
Other Expenses					
Mayor and Council					
Other Expenses	14,678.15	14,678.15	985.02	13,693.13	-
Municipal Clerk					
Other Expenses	27,145.98	27,145.98	1,107.02	26,038.96	-
Financial Administration					
Other Expenses	2,970.43	2,970.43	2,535.63	434.80	-
Revenue Administration (Tax Collection)					
Other Expenses	8,442.36	8,442.36	222.50	8,219.86	-
Tax Assessment Administration					
Other Expenses	16,222.73	16,222.73	3,480.41	12,742.32	-
Legal Services					
Other Expenses	99,148.81	99,148.81	62,850.44	36,298.37	-
Emergency Medical Services - Billing					
Other Expenses	9,998.21	9,998.21	2,469.17	7,529.04	-
Engineering Services and Costs					
Other Expenses	10,199.12	10,199.12	3,899.12	6,300.00	-
Planning Board					
Other Expenses	13,988.88	13,988.88	174.99	13,813.89	-

**CURRENT FUND**  
**SCHEDULE OF APPROPRIATION RESERVES - PRIOR YEAR**

	Balance Dec. 31, 2014	Balance After Transfers	Paid or Charges	Balance Lapsed	Over- Expended
Municipal Court					
Other Expenses	13,163.51	13,163.51	92.80	13,070.71	-
Public Defender					
Salaries and Wages	1,100.00	1,100.00	400.00	700.00	-
<b>INSURANCE</b>					
Insurance					
General Liability and Other Insurance	3,740.06	3,740.06	368.00	3,372.06	-
Employee Group Health	299,586.88	299,586.88	205,067.86	94,519.02	-
<b>PUBLIC SAFETY</b>					
Fire Department					
Salaries and Wages	306,546.06	306,546.06	(3,536.46)	310,082.52	-
Other Expenses	42,793.11	42,793.11	26,832.42	15,960.69	-
Police Department					
Other Expenses	82,908.43	82,908.43	63,465.04	19,443.39	-
Office of Emergency Management					
Other Expenses	9,643.00	9,643.00	3,543.75	6,099.25	-
<b>STREETS AND ROADS</b>					
Streets and Roads Maintenance					
Other Expenses	40,012.08	40,012.08	16,143.78	23,868.30	-
Snow Removal - Contractual	20,000.00	20,000.00	7,074.84	12,925.16	-
Solid Waste Collection					
Other Expenses	247,551.04	247,551.04	97,175.91	150,375.13	-



**CURRENT FUND  
SCHEDULE OF APPROPRIATION RESERVES - PRIOR YEAR**

	Balance Dec. 31, 2014	Balance After Transfers	Paid or Charges	Balance Lapsed	Over- Expended
<b>PUBLIC WORKS</b>					
Public Works					
Other Expenses	5,000.00	5,000.00	410.00	4,590.00	-
Public Buildings and Grounds					
Other Expenses	24,572.68	24,572.68	13,238.82	11,333.86	-
Demolition					
Other Expenses	75,000.00	75,000.00	74,350.00	650.00	-
<b>HEALTH AND HUMAN SERVICES</b>					
Dog Regulation					
Other Expenses	525.00	525.00	525.00	-	-
<b>PARKS AND RECREATION</b>					
Beach Patrol and Maintenance					
Other Expenses	8,689.70	8,689.70	1,813.61	6,876.09	-
Beach Fee Program					
Other Expenses	13,778.95	13,778.95	5,371.20	8,407.75	-
Parks and Playgrounds					
Other Expenses	13,999.30	13,999.30	3,817.32	10,181.98	-
<b>UNCLASSIFIED</b>					
Maintenance Agreements - Contractual	16,363.84	16,363.84	8,257.47	8,106.37	-
<b>UNIFORM CONSTRUCTION CODE</b>					
Construction Official					
Other Expenses	6,841.98	6,841.98	1,535.11	5,306.87	-

**CURRENT FUND**  
**SCHEDULE OF APPROPRIATION RESERVES - PRIOR YEAR**

	Balance Dec. 31, 2014	Balance After Transfers	Paid or Charges	Balance Lapsed	Over- Expended
<b>UTILITY EXPENSES AND BULK PURCHASES</b>					
Electric	29,349.60	29,349.60	29,349.60	-	-
Fuel	193,034.71	193,034.71	7,915.24	185,119.47	-
Contingent	500.00	500.00	440.87	59.13	-
<b>REGULATORY EXPENDITURES</b>					
Contribution to:					
Unemployment Compensation	60,410.81	60,410.81	20,811.35	39,599.46	-
Social Security System (O.A.S.I.)	20,670.83	20,670.83	(591.16)	21,261.99	-
<b>OPERATIONS EXCLUDED FROM "CAPS"</b>					
<b>INSURANCE</b>					
Reserve for Tax Appeals	300,000.00	300,000.00	300,000.00	-	-
Fire Prevention Inspections					
Other Expenses	2,150.93	2,150.93	280.00	1,870.93	-
<b>All Other Accounts - No Change</b>	299,113.95	299,113.95		299,113.95	-
<b>\$</b>	<u>2,350,278.85</u>	<u>2,350,278.85</u>	<u>971,003.65</u>	<u>1,379,275.20</u>	<u>-</u>

**CURRENT FUND**  
**SCHEDULE OF LOCAL DISTRICT SCHOOL TAX**

Balance December 31, 2014			
School Tax Payable	\$	-	
School Tax Deferred		-	
		<u>          </u>	\$ -
Increased by:			
Levy - School Year July 1, 2015 to June 30, 2016			<u>15,888,114.00</u>
			15,888,114.00
Decreased by:			
Due from Local School District			-
Payments			<u>15,888,114.00</u>
Balance December 31, 2015			
School Tax Payable		-	
School Tax Deferred		-	
		<u>          </u>	<u><u>-</u></u>
Current Year Liability for Local School District School Tax:			
Tax Paid			15,888,114.00
Tax Payable Ending			<u>-</u>
			15,888,114.00
Less: Tax Payable Beginning			<u>-</u>
Amount charged to Current Year Operations			<u><u>\$ 15,888,114.00</u></u>

**CURRENT FUND**  
**SCHEDULE OF FEDERAL AND STATE GRANTS RECEIVABLE**

<u>Purpose</u>	<u>Balance Dec. 31, 2014</u>	<u>Transferred From 2015 Revenues</u>	<u>Received</u>	<u>Canceled</u>	<u>Balance Dec. 31, 2015</u>
<b>FEDERAL GRANTS:</b>					
Small Cities Community Development Block Grant	\$ 18,245.32				18,245.32
Community Development Block Grant - Bayfront	-	50,000.00			50,000.00
Community Development Block Grant - Brigantine Blvd.	-	50,000.00			50,000.00
Post Sandy Assistance	15,000.00		5,000.00		10,000.00
2012 Assistance to Firefighters	121,170.00		91,503.00		29,667.00
2015 Assistance to Firefighters	-	268,096.00	266,453.00		1,643.00
U.S. Dept. of Justice - Cops in Shops	-	1,600.00	1,236.36		363.64
Total Federal	154,415.32	369,696.00	364,192.36	-	159,918.96
<b>STATE GRANTS:</b>					
Clean Communities Grant	-	44,513.47	44,513.47		-
Drive Sober or Get Pulled Over	900.00				900.00
Sustainable Jersey Small Grant	2,000.00				2,000.00
Body Armor Fund	8,348.04		6,017.02		2,331.02
Municipal Alliance on Alcoholism and Drug Abuse - Prior	20,258.61		7,300.00		12,958.61
Municipal Alliance on Alcoholism and Drug Abuse - 2015	-	16,319.00	5,686.12		10,632.88
Municipal Alliance on Alcoholism and Drug Abuse - 2016	-	16,319.00			16,319.00
Help America Vote Act	334.60				334.60
Juvenile Accountability Block Grant	837.14				837.14
Safe Routes to Schools Grant	739.90				739.90
Statewide Livable Communities	17,762.00				17,762.00
Click it or Ticket - 2015	-	4,000.00	2,800.00		1,200.00
Sustainable Jersey Small Grant - Lighting	-	10,000.00	5,000.00		5,000.00
NJDEP National Fish & Wildlife	-	125,000.00			125,000.00
Total State	51,180.29	216,151.47	71,316.61	-	196,015.15
<b>OTHER GRANTS:</b>					
County of Atlantic - Brigantine Blvd	292,979.74				292,979.74
Total Other	292,979.74	-	-	-	292,979.74
\$	498,575.35	585,847.47	435,508.97	-	648,913.85

**CURRENT FUND**  
**SCHEDULE OF APPROPRIATED RESERVES FOR FEDERAL AND STATE GRANTS**

	Balance December 31, 2014		2015	Disbursed	Encumbrances	Canceled	Balance Dec. 31, 2015
	Appropriated	Reserve for Encumbrances	Appropriations				
<b>FEDERAL GRANTS:</b>							
Small Cities Grant	\$ 109,302.26						109,302.26
Community Development Block Grant - Drainage 2005	9,237.88						9,237.88
Community Development Block Grant - Bayfront	-		50,000.00	46,043.87			3,956.13
Community Development Block Grant - Brigantine Blvd.	-		50,000.00	45,956.19			4,043.81
Small Cities Community Development Block Grant	31,765.00						31,765.00
Bulletproof Vest Partnership	9,080.88	1,432.39	2,062.05	1,432.39			11,142.93
Post Sandy Assistance	15,134.59			11,831.25			134.59
2012 Assistance to Firefighters	84,428.90		268,096.00	64,839.66	3,168.75		19,589.24
2015 Assistance to Firefighters	-		1,600.00	268,047.77			48.23
U.S. Dept. of Justice - Cops in Shops	-			1,600.00			-
<b>Total Federal</b>	<b>258,949.51</b>	<b>1,432.39</b>	<b>371,758.05</b>	<b>439,751.13</b>	<b>3,168.75</b>	<b>-</b>	<b>189,220.07</b>
<b>STATE GRANTS:</b>							
Clean Communities Program	36,960.28	19,740.86		54,852.74	1,848.40		(0.00)
Clean Communities Program - 2015	-		44,513.47	16,853.73	2,355.30		25,304.44
Body Armor	-	4,381.61		4,381.61			-
Drunk Driving Enforcement Program - Prior	14,612.99			984.76	980.50		12,647.73
Drunk Driving Enforcement Program - 2015	-		3,199.87				3,199.87
Juvenile Accountability Block Grant	234.03						234.03
Alcohol Education and Rehabilitation Grant	4,379.29			950.00			3,429.29
Municipal Alliance on Alcoholism and Drug Abuse - Prior	19,768.58	120.96	7,910.00		120.96		27,678.58
Municipal Alliance on Alcoholism and Drug Abuse - 2015	-		20,399.00	12,555.40			7,843.60
Municipal Alliance on Alcoholism and Drug Abuse - 2016	-		20,399.00	375.00	290.00		19,734.00
Sustainable Jersey Small Grant	-	515.02		515.02			-
Sustainable Jersey Small Grant - Lighting	-		10,000.00				10,000.00
Recycling Tonnage - 2015	-		30,033.57				30,033.57
Statewide Livable Communities Grant	17,762.00						17,762.00
NJ Emergency Management	12,612.72						12,612.72
Click it or Ticket - 2015	-		4,000.00				4,000.00
Drive Sober or Get Pulled Over	4,400.00						4,400.00
Help America Vote Act	334.60						334.60
Safe Routes to Schools Grant	739.90						739.90
NJDEP National Fish & Wildlife	-		125,000.00				125,000.00
<b>Total State</b>	<b>111,804.39</b>	<b>24,758.45</b>	<b>265,454.91</b>	<b>91,468.26</b>	<b>5,595.16</b>	<b>-</b>	<b>304,954.33</b>
<b>OTHER GRANTS:</b>							
County of Atlantic - Brigantine Blvd	240,487.76	106,875.48		17,816.17	89,059.31		240,487.76
<b>Total Other</b>	<b>240,487.76</b>	<b>106,875.48</b>	<b>-</b>	<b>17,816.17</b>	<b>89,059.31</b>	<b>-</b>	<b>240,487.76</b>
	<b>611,241.66</b>	<b>133,066.32</b>	<b>637,212.96</b>	<b>549,035.56</b>	<b>97,823.22</b>	<b>-</b>	<b>734,662.16</b>

**CURRENT FUND**  
**SCHEDULE OF FEDERAL AND STATE GRANTS - UNAPPROPRIATED RESERVES**

<u>Purpose</u>	<u>Balance Dec. 31, 2014</u>	<u>Transferred To 2015 Appropriations</u>	<u>Cancelled</u>	<u>Balance Dec. 31, 2015</u>
<b>STATE GRANTS:</b>				
Drunk Driving Enforcement Grant	\$ 3,199.87	3,199.87		-
Municipal Alliance on Alcoholism and Drug Abuse	7,910.00	7,910.00		-
Recycling Tonnage Grant	30,033.57	30,033.57		-
Safe and Secure Communities Grant	12,657.53		(12,657.53)	-
Bulletproof Vest Partnership	2,062.05	2,062.05		-
<b>Total State</b>	<u>55,863.02</u>	<u>43,205.49</u>	<u>(12,657.53)</u>	<u>-</u>
	<u>\$ 55,863.02</u>	<u>43,205.49</u>	<u>(12,657.53)</u>	<u>-</u>

**TRUST FUND**  
**SCHEDULE OF ANIMAL CONTROL CASH - TREASURER**

Balance December 31, 2014		\$	6,120.00
Increased By Receipts:			
Dog Licenses Fees	\$	941.60	
State License Fees		218.40	
Dog Park Fees		310.00	
			<u>1,470.00</u>
			7,590.00
Decreased By Disbursements:			
Dog Expenditures		3,600.00	
Registration Fees Due to State of New Jersey		384.60	
			<u>3,984.60</u>
Balance December 31, 2015		\$	<u><u>3,605.40</u></u>

**TRUST FUND**  
**SCHEDULE OF OTHER TRUST CASH - TREASURER**

Balance December 31, 2014		\$ 2,067,204.92
Increased By Receipts:		
Due Current Fund	\$ 2,624.23	
Reserve for Police Special Detail Escrow	1,411.08	
Reserve for Special Law Enforcement	25,803.11	
Reserve for Engineering Escrow	36,719.17	
Reserve for Lifeguard Pension	47,968.91	
Reserve for Recreation	288,796.81	
Reserve for Green Team	16,710.00	
Reserve for Sea Wall Benches	20,190.00	
Reserve for COAH	134,370.98	
Reserve for Health Insurance Trust	240,784.18	
Reserve for Tax Title Lien Premiums	941,900.00	
Reserve for Tax Title Lien Redemptions	991,084.65	
		<u>2,748,363.12</u>
		4,815,568.04
Decreased By Disbursements:		
Due Current Fund	1,136.23	
Reserve for Police Special Detail Escrow	24,141.08	
Reserve for Special Law Enforcement	26,125.00	
Reserve for Engineering Escrow	41,632.50	
Reserve for Lifeguard Pension	50,073.64	
Reserve for Recreation	236,274.98	
Reserve for Green Team	14,647.83	
Reserve for Sea Wall Benches	16,971.00	
Reserve for Cul Art Comm Programs	2,685.01	
Reserve for COAH	21,613.10	
Reserve for Health Insurance Trust	240,784.18	
Reserve for Tax Title Lien Premiums	671,600.00	
Reserve for Tax Title Lien Redemptions	1,215,820.56	
		<u>2,563,505.11</u>
Balance December 31, 2015		<u><u>\$ 2,252,062.93</u></u>



**TRUST FUND**  
**SCHEDULE OF RESERVE FOR ANIMAL CONTROL EXPENDITURES**

Balance December 31, 2014		\$ 2,320.20
Increased By:		
Dog Licenses Fees Collected	\$ 941.60	
	<hr/>	<hr/>
		941.60
		<hr/>
		3,261.80
Decreased By Disbursements:		
Dog Expenditures	3,125.00	
	<hr/>	<hr/>
		3,125.00
		<hr/>
Balance December 31, 2015		\$ <u><u>136.80</u></u>

## License Fees Collected

Year

2013	\$ 1,033.80
2014	<hr/> 1,164.80
	<hr/> \$ <u><u>2,198.60</u></u>

**TRUST - OTHER FUND**  
**STATEMENT OF DUE TO CURRENT FUND**

Balance December 31, 2014	\$ 3,624.00
Increased By:	
Dog Park Fees Due to Current Fund	<u>310.00</u>
	3,934.00
Decreased By:	
Dog Expenditures	<u>475.00</u>
Balance December 31, 2015	\$ <u><u>3,459.00</u></u>

**TRUST - OTHER FUND**  
**STATEMENT OF DUE (TO)FROM STATE OF NEW JERSEY**

Balance December 31, 2014	\$ (175.80)
Increased by:	
Paid to State of New Jersey	<u>384.60</u>
	208.80
Decreased by:	
Licenses Issued in 2015	<u>218.40</u>
	218.40
Balance December 31, 2015	\$ <u><u>(9.60)</u></u>

**GENERAL CAPITAL FUND  
SCHEDULE OF CASH - TREASURER**

Balance December 31, 2014		\$ 6,795,109.69
Increased by:		
Due from Current Fund	1,108,137.65	
Reserve for Bonds and Notes	194,024.60	
General Serial Bond Issued	6,850,000.00	
Bond Premium	50,245.00	
Improvement Authorizations	138,023.35	
Bond Anticipation Notes	4,982,000.00	
	<hr/>	<hr/>
		13,322,430.60
		20,117,540.29
Decreased by:		
Due to Current Fund	1,285,899.75	
Improvement Authorizations	3,040,231.78	
Bond Anticipation Notes	6,882,000.00	
	<hr/>	<hr/>
		11,208,131.53
Balance December 31, 2015		\$ <u><u>8,909,408.76</u></u>

**GENERAL CAPITAL FUND  
ANALYSIS OF CASH**

	Balance Dec. 31, 2014	Receipts		Improvement Authorizations	Disbursements		Transfers		Balance Dec. 31, 2015
		Miscellaneous	Debt Issued		Miscellaneous		From	To	
<b>\$</b>									
Fund Balance	167,265.57								217,510.57
Capital Improvement Fund	153,500.00	50,245.00					50,000.00	50,000.00	153,500.00
State Aid Receivable (school const.)	(186,376.45)								(186,376.45)
Due to Current Fund	227,762.10	1,108,137.65			1,285,899.75		50,000.00		-
Due from Utility Capital Fund	(50,000.00)								(50,000.00)
Reserve for Future Capital Project	439,555.00								439,555.00
Reserve for Bonds and Notes	-	194,024.60							194,024.60
Reserve for Encumbrances	1,393,411.68						1,393,411.68	805,049.40	805,049.40
<b>Improvement Authorizations</b>									
7-93 School Improvements	2,391.36						2,391.36		-
12-97 School Facilities	56,910.86						56,204.04		706.82
10-01 Various Improvements	20,000.00						20,000.00		-
14-04 School Renovations	465,942.12						279,565.67		186,376.45
23-05 Various Improvements	3,861.51			3,861.51					-
17-06 School Track & Field	27,667.78						27,667.78		-
21-06 Various Improvements	(186,670.42)						22,242.50	41,961.00	(22,255.23)
17-07 Boat Ramp Renovations	199,415.98		200,000.00	55,303.31			5,655.00	5,655.00	196,215.98
21-07 Various Improvements	40,404.49			41,669.49				1,265.00	-
01-08 Purchase of St. Philips	477.29								477.29
02-08 Stormwater Pump Station	-			1,436.78			3,328.70	4,765.48	-
06-08 School Improvements	96,517.77						96,517.77		-
21-08 Various Improvements	182,681.92			123,776.48			16,325.42	1,172.27	43,752.29
17-09, 11-11 Improvements to St Philips	160,448.52			31,271.11				41,638.81	170,816.22
18-09 Various Improvements	153,428.30			154,121.55			73,793.80	50,000.00	(24,487.05)
14-10 Various Improvements	394,799.96			317,817.77			9,034.50	18,365.75	86,313.44
18-10 School Improvements	780,378.22						780,378.22		-
27-10 Various Improvements	224,426.55			38,040.19			31,821.50	88,262.10	262,417.26
19-12 Beach Replenishment	(336,195.50)		950,000.00	32,071.23			15,785.00		565,948.27
10-13 Various Improvements	2,363,105.08	118,433.05		2,095,408.26			491,765.48	1,140,326.27	1,034,690.66
13-14 Various Improvements	-			30,325.00			74,000.00		(104,325.00)
8-15 School Improvements	-		3,800,000.00	6,959.09					3,793,040.91
9-15 School Improvements	-			85,820.01				1,242,724.84	1,156,904.83
12-15 Streetscape Project	-			19,150.00			41,297.50	50,000.00	(10,447.50)
<b>\$</b>	<b>6,795,109.69</b>	<b>1,490,430.60</b>	<b>4,950,000.00</b>	<b>3,040,231.78</b>	<b>1,285,899.75</b>		<b>3,541,185.92</b>	<b>3,541,185.92</b>	<b>8,909,408.76</b>

**GENERAL CAPITAL FUND  
SCHEDULE OF CAPITAL IMPROVEMENT FUND**

Balance December 31, 2014		\$ 153,500.00
Increased by:		
Current Fund Budget Appropriations	50,000.00	
	<hr/>	<hr/>
		50,000.00
		203,500.00
Decreased by:		
Appropriated to Finance Improvement Authorization	50,000.00	
	<hr/>	<hr/>
		50,000.00
Balance December 31, 2015		\$ <u><u>153,500.00</u></u>

**GENERAL CAPITAL FUND**  
**SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - FUNDED**

Balance December 31, 2014		\$ 19,801,827.00
Increased by:		
General Serial Bond Issued	6,850,000.00	
	<hr/>	<hr/> 6,850,000.00
		26,651,827.00
Decreased by:		
Serial Bonds Paid	2,345,000.00	
School Type I Bonds	1,050,000.00	
Green Trust Loans Paid	33,567.46	
	<hr/>	<hr/> 3,428,567.46
Balance December 31, 2015		\$ <u><u>23,223,259.54</u></u>

**GENERAL CAPITAL FUND**  
**SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED**

Ord #	Improvement Description	Balance Dec. 31, 2014	2015 Authorizations	Raised in 2015 Budget	Debt Issued	Balance Dec. 31, 2015	Analysis of Balance		
							Bond Anticipation Notes	Expenditures	Unexpended Improvement Authorizations
21-06	Various Improvements	\$ 245,000.00			200,000.00	45,000.00		22,255.23	22,744.77
17-09	Improvements to St Phillips	200,000.00				200,000.00			200,000.00
18-09	Various Improvements	50,000.00				50,000.00		24,487.05	25,512.95
14-10	Various Improvements	1,425,000.00			1,425,000.00	-			-
27-10	Various Improvements	475,000.00			475,000.00	-			-
19-12	Beach Replenishment	950,000.00			950,000.00	-			-
29-12	Tax Appeals	900,000.00		450,000.00		450,000.00	450,000.00		-
10-13	Various Improvements	3,800,000.00			3,800,000.00	-			-
14-13	Tax Appeals	1,098,000.00		366,000.00		732,000.00	732,000.00		-
13-14	Various Improvements	6,200,000.00	3,817,609.00			6,200,000.00		104,325.00	6,095,675.00
8-15	School Improvements		950,000.00			3,817,609.00	3,800,000.00	10,447.50	17,609.00
12-15	Streetscape Project					950,000.00			939,552.50
		<u>\$ 15,343,000.00</u>	<u>4,767,609.00</u>	<u>816,000.00</u>	<u>6,850,000.00</u>	<u>12,444,609.00</u>	<u>4,982,000.00</u>	<u>161,514.78</u>	<u>7,301,094.22</u>
							Improvement Authorizations Unfunded		
							Less:		
							Unexpended Proceeds of Bond		
							Anticipation Notes Issued:		
							<b>Ord. Number</b>		
							14-10	\$ (86,313.44)	
							27-10	(262,417.26)	
							19-12	(565,948.27)	
									<u>(914,678.97)</u>
									<u>\$ 7,301,094.22</u>

**GENERAL CAPITAL FUND  
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS**

Ord #	Ord. Date	Amount	Balance December 31, 2014		Authorizations		Paid or Charged	Reappropriated	Balance December 31, 2015		
			Funded	Unfunded	Other Funding	Deferred Charges to Future Taxation			Funded	Unfunded	
7-93	03/24/93	14,051,820	2,391.36					(2,391.36)		-	
12-97	08/20/97	2,800,000	56,910.86					(56,204.04)		706.82	
10-01	06/20/01	1,515,000	20,000.00				20,000.00			-	
14-04	5/19/2005	925,311	465,942.12					(279,565.67)		186,376.45	
23-05	9/21/2006	1,000,000	3,861.51				3,861.51			-	
17-06	6/7/2007	400,000	27,667.78					(27,667.78)		-	
21-06	8/16/2007	4,000,000	-	58,329.58						-	22,744.77
17-07	8/15/2007	630,000	199,415.98							196,215.98	
21-07	10/21/2007	1,469,931	40,404.49				40,404.49			-	
02-08	2/6/2008	2,700,000	477.29							477.29	
06-08	2/6/2008	750,000	-				-			-	
21-08	3/5/2008	1,520,000	96,517.77					(96,517.77)		-	
17-09, 11-11	9/3/2008	1,000,000	182,681.92							-	
	5/18/2011	2,000,000	160,448.52	200,000.00			138,929.63			43,752.29	
18-09	8/19/2009	1,000,000	50,000.00				(10,367.70)			170,816.22	200,000.00
14-10	9/1/2010	1,500,000	153,428.30	394,799.96			177,915.35			25,512.95	
18-10	9/15/2010	4,900,000	780,378.22				308,486.52			86,313.44	
27-10	12/15/2010	500,000		224,426.55				(780,378.22)		-	
19-12	06/20/12	1,000,000		613,804.50			(37,990.71)			262,417.26	
10-13	09/18/13	4,000,000		2,363,105.08			47,856.23			565,948.27	
13-14	9/3/2014	6,200,000		6,200,000.00			1,328,414.42			1,034,690.66	
8-15	5/20/2015	3,817,609				3,817,609.00	104,325.00			6,095,675.00	
9-15	5/20/2015	1,242,725					85,820.01		1,242,724.84	3,793,040.91	17,609.00
12-15	6/17/2015	1,000,000			50,000.00	950,000.00	60,447.50			1,156,904.83	939,552.50
			\$ 2,190,526.12	10,104,465.67	50,000.00	4,767,609.00	2,313,846.15			6,582,981.45	8,215,773.19



**GENERAL CAPITAL FUND  
STATEMENT OF GENERAL SERIAL BONDS**

Purpose	Date of Issue	Amount of Original Issue	Outstanding December 31, 2015		Interest Rate	Balance Dec. 31, 2014	Increased	Decreased	Balance Dec. 31, 2015
			Date	Amount					
General Bonds of 2005	1/15/2005	5,250,000	1/15/2016	460,000.00	3.750%	1,600,000.00		460,000.00	1,140,000.00
			1/15/2017	460,000.00	4.000%				
			1/15/2018	220,000.00	4.000%				
General Bonds of 2008	3/15/2008	8,150,000	1/15/16-17	750,000.00	3.750%	3,700,000.00		750,000.00	2,950,000.00
			1/15/2018	750,000.00	4.000%				
			1/15/2019	700,000.00	4.000%				
Refunding Bonds of 2011	6/8/2011	2,453,100				465,000.00		465,000.00	-
General Bonds of 2012	7/7/2012	9,000,000	7/15/2016	680,000.00	2.000%	7,915,000.00		670,000.00	7,245,000.00
			7/15/2017	685,000.00	2.000%				
			7/15/18-24	840,000.00	3.000%				
General Bonds of 2015	12/1/2015	6,850,000	12/1/2016	400,000.00	3.000%	-	6,850,000.00		6,850,000.00
			12/1/2017	620,000.00	3.000%				
			12/1/2018	640,000.00	4.000%				
			12/1/2018	680,000.00	4.000%				
			12/1/2019	720,000.00	4.000%				
			12/1/2020	720,000.00	2.000%				
			12/1/2021	720,000.00	2.000%				
			12/1/2022	750,000.00	3.000%				
			12/1/2023	800,000.00	3.000%				
			12/1/2024	800,000.00	3.000%				
\$						13,680,000.00	6,850,000.00	2,345,000.00	18,185,000.00

**GENERAL CAPITAL FUND  
STATEMENT OF TYPE I SCHOOL SERIAL BONDS**

Purpose	Date of Issue	Amount of Original Issue	Maturities of Bonds Outstanding December 31, 2015		Interest Rate	Balance Dec. 31, 2014	Increased	Decreased	Balance Dec. 31, 2015
			Date	Amount					
Refunding Bonds of 2002	10/01/02	3,640,000				500,000.00		500,000.00	-
General Bonds of 2008	3/15/08	400,000	1/15/2016	50,000.00	3.750%	100,000.00		50,000.00	50,000.00
General Bonds of 2012	07/07/12	5,850,000	7/15/16-19	500,000.00	3.000%	5,100,000.00		500,000.00	4,600,000.00
			7/15/20-24	520,000.00	3.000%				
						<u>\$ 5,700,000.00</u>	<u>-</u>	<u>1,050,000.00</u>	<u>4,650,000.00</u>

**GENERAL CAPITAL FUND**  
**SCHEDULE OF GREEN TRUST LOAN PAYABLE**

Purpose	Date of Issue	Amount of Original Issue	Maturities of Bonds Outstanding		Interest Rate	Balance Dec. 31, 2014	Increased	Decreased	Balance Dec. 31, 2015
			December 31, 2015						
			Date	Amount					
Municipal Boat Ramp	1997	72,803	2016	4,415.93	2.000% \$	10,985.96		4,328.90	6,657.06
			2017	2,241.13					
Municipal Boat Ramp	2007	600,000	2016	29,826.25	2.000%	410,841.04		29,238.56	381,602.48
			2017	30,425.76					
			2018	31,037.33					
			2019	31,661.17					
			2020	32,297.56					
			2021	32,946.74					
			2022	33,608.96					
			2023	34,284.52					
			2024	34,973.63					
			2025	35,676.60					
			2026	36,393.70					
			2027	18,470.26					
						\$ 421,827.00	-	33,567.46	388,259.54

**GENERAL CAPITAL FUND  
SCHEDULE OF BOND ANTICIPATION NOTES**

Improvement Description	Ordinance Number	Date of Original Issue	Date of Issue	Date of Maturity	Interest Rate	Balance Dec. 31, 2014	Increased	Decreased	Balance Dec. 31, 2015
Various Improvements	14-2010	12/20/2012	12/12/2013 12/10/2014	12/11/2014 12/9/2015	1.00% \$ 1.00%	- 1,425,000.00		1,425,000.00	- -
Various Improvements	27-2010	12/20/2012	12/12/2013 12/10/2014	12/11/2014 12/9/2015	1.00% 1.00%	- 475,000.00		475,000.00	- -
Tax Appeals	29-2012	12/20/2012	12/12/2013 12/10/2014 12/3/2015	12/11/2014 12/9/2015 12/2/2016	1.00% 1.00% 2.00%	- 900,000.00	450,000.00	900,000.00	- - 450,000.00
Various Improvements	10-2013	12/12/2013	12/12/2013 12/10/2014	12/11/2014 12/9/2015	1.00% 1.00%	- 3,800,000.00		3,800,000.00	- -
Tax Appeals	14-2013	12/12/2013	12/12/2013 12/10/2014 12/3/2015	12/11/2014 12/9/2015 12/2/2016	1.00% 1.00% 2.00%	- 1,098,000.00	732,000.00	1,098,000.00	- - 732,000.00
School Improvements	8-2015	12/3/2015	12/3/2015	12/2/2016	2.00%		3,800,000.00		3,800,000.00
						<u>\$ 7,698,000.00</u>	<u>4,982,000.00</u>	<u>7,698,000.00</u>	<u>4,982,000.00</u>

**GENERAL CAPITAL FUND**  
**SCHEDULE OF BOND AND NOTES AUTHORIZED BUT NOT ISSUED**

Ordinance Number	Improvement Description	Balance Dec. 31, 2014	2015 Authorizations	Debt Issued	Balance Dec. 31, 2015
21-06	Various Improvements	245,000.00		200,000.00	45,000.00
17-09	Improvements to St. Phillips	200,000.00			200,000.00
18-09	Various Improvements	50,000.00			50,000.00
19-12	Beach Replenishment	950,000.00		950,000.00	-
13-14	Various Improvements	6,200,000.00			6,200,000.00
8-15	School Improvements	-	3,817,609.00	3,800,000.00	17,609.00
12-15	Streetscape Project	-	950,000.00		950,000.00
		<u>\$ 7,645,000.00</u>	<u>4,767,609.00</u>	<u>4,950,000.00</u>	<u>7,462,609.00</u>

**WATER AND SEWER UTILITY FUND  
SCHEDULE OF CASH - TREASURER**

	<u>Operating Fund</u>	<u>Capital Fund</u>
Balance December 31, 2014	2,183,456.06	502,988.13
	\$	
Increased by Receipts:		
Water and Sewer Rent Collected	5,927,005.94	
New Jersey EIT Receivables		751,626.00
Due to/from Utility Capital Fund	49,167.25	49,167.25
Miscellaneous Revenue	58,446.61	
	<u>6,034,619.80</u>	<u>800,793.25</u>
	8,218,075.86	1,303,781.38
Decreased by Disbursements:		
Current Appropriations	5,434,680.29	
Appropriation Reserves	139,838.89	
Improvement Authorizations		819,233.66
Due to/from Utility Capital Fund	49,167.25	49,167.25
Due to Current Fund	333,201.12	
Emergency Note Payable	72,860.61	
	<u>6,029,748.16</u>	<u>868,400.91</u>
	2,188,327.70	435,380.47
Balance December 31, 2015	\$	

**WATER AND SEWER UTILITY CAPITAL FUND  
ANALYSIS OF CASH**

	Balance Dec. 31, 2014	Receipts		Disbursements		Transfers		Balance Dec. 31, 2015
		Miscellaneous	Debt Issued	Improvement Authorizations	Miscellaneous	From	To	
\$								
New Jersey EIT Receivables	-		751,626.00					751,626.00
Encumbrances Payable	87,320.72					87,320.72	987,720.59	987,720.59
Due General Capital Fund	50,000.00							50,000.00
Due Water/Sewer Operating Fund	335,430.04							335,430.04
<u>Improvement Authorizations:</u>								
16-94 Various Improvements	(2,500.00)							(2,500.00)
8-99 Various Improvements	7,924.90					7,924.90		-
4-00 Various Improvements	200.00							200.00
20-04 Various Improvements	5,196.37							5,196.37
25-08 Various Improvements	(67,326.50)			13,178.50			8,191.91	(72,313.09)
5-09; 26-10; 23-11 Various Improvements	86,742.60			806,055.16		9,525.10	79,128.81	156,346.31
13-14 Various Improvements	-					970,270.59		(1,776,325.75)
\$	502,988.13	-	751,626.00	819,233.66	-	1,075,041.31	1,075,041.31	435,380.47

See Accompanying Auditor's Report

**WATER AND SEWER UTILITY OPERATING FUND  
SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE**

Balance December 31, 2014		\$ 693,235.93
Increased by Receipts:		
Billings of User Charges	4,276,974.09	
Overpayments Created	1,160,412.22	
	<hr/>	<hr/>
		5,437,386.31
		6,130,622.24
Decreased by Disbursements:		
Collections	4,766,430.19	
Overpayments Applied	1,034,181.42	
	<hr/>	<hr/>
		5,800,611.61
Balance December 31, 2015		\$ <u><u>330,010.63</u></u>

**WATER AND SEWER UTILITY OPERATING FUND  
SCHEDULE OF UTILITY LIENS**

Balance December 31, 2014		\$ -
Increased by Receipts:		
None	-	
	<hr/>	<hr/>
		-
Decreased by Disbursements:		
None	-	
	<hr/>	<hr/>
		-
Balance December 31, 2015		\$ <u><u>-</u></u>



**WATER AND SEWER UTILITY OPERATING FUND  
SCHEDULE OF APPROPRIATION RESERVES - PRIOR YEAR**

	Balance Dec. 31, 2014	Balance After Transfers	Paid or Charges	Balance Lapsed	Over- Expended
Operating:					
Salaries and Wages	\$ 19,117.70	19,117.70		19,117.70	-
Other Expenses	614,773.78	614,773.78	139,838.89	474,934.89	-
All Other Accounts - No Change	19,572.74	19,572.74		19,572.74	-
	<u>653,464.22</u>	<u>653,464.22</u>	<u>139,838.89</u>	<u>513,625.33</u>	<u>-</u>
	\$				
Appropriation Reserves	347,169.42				
Encumbrances	<u>306,294.80</u>				
	<u>653,464.22</u>				

**WATER AND SEWER UTILITY OPERATING FUND  
SCHEDULE OF ACCRUED INTEREST ON BONDS AND NOTES  
AND ANALYSIS OF BALANCE**

Balance December 31, 2014		\$ 101,240.63
Increased by:		
Budget Appropriations	95,817.71	
	<hr/>	<hr/>
		95,817.71
		197,058.34
Decreased By:		
Payments of Debt Service Interest	101,240.63	
	<hr/>	<hr/>
		101,240.63
Balance December 31, 2015		\$ <u><u>95,817.71</u></u>

Analysis of Accrued Interest December 31, 2015

Principal Outstanding December 31, 2015	Interest Rate	From	To	Days	Amount
400,000.00	Var.	7/15/2015	12/31/2015	169	7,161.46
800,000.00	Var.	7/15/2015	12/31/2015	169	14,254.17
1,135,000.00	Var.	7/15/2015	12/31/2015	169	14,620.83
145,000.00	Var.	8/1/2015	12/31/2015	152	3,385.42
60,000.00	5.00%	8/1/2015	12/31/2015	152	1,250.00
5,000.00	5.00%	8/1/2015	12/31/2015	152	104.17
410,000.00	Var.	8/1/2015	12/31/2015	152	8,145.83
270,000.00	Var.	8/1/2015	12/31/2015	152	4,625.00
1,640,000.00	Var.	8/1/2015	12/31/2015	152	34,166.67
435,000.00	Var.	8/1/2015	12/31/2015	152	8,104.17
					<hr/>
					<u><u>95,817.71</u></u>

**WATER AND SEWER UTILITY CAPITAL FUND  
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS**

Ord #	Improvement Description	Ord. Date	Amount	Authorizations				
				Balance December 31, 2014		Other Funding	Deferred Charges to Future Taxation	Paid or Charged
				Funded	Unfunded			
8-99	Various Improvements	6/15/99	1,000,000	\$ 7,924.90				7,924.90
4-00	Various Improvements	6/21/00	2,100,000	200.00				200.00
20-04	Various Improvements	6/16/04	2,500,000	5,196.37				5,196.37
25-08	Various Improvements	9/17/08	450,000	-	7,673.50			4,986.59
5-09; 26-10; 23-11	Various Improvements	4/1/09	7,100,000	-	86,742.60			(69,603.71)
13-14	Various Improvements	9/3/2014	5,830,000	-	5,830,000.00			1,776,325.75
				<u>\$ 13,321.27</u>	<u>5,924,416.10</u>	<u>-</u>	<u>-</u>	<u>1,719,633.53</u>
								<u>161,742.68</u>
								<u>4,056,361.16</u>

**WATER AND SEWER UTILITY CAPITAL FUND  
SCHEDULE OF GENERAL SERIAL BONDS**

Purpose	Date of Issue	Amount of Original Issue	Maturities of Bonds Outstanding December 31, 2015		Interest Rate	Balance Dec. 31, 2014	Increased	Decreased	Balance Dec. 31, 2015
			Date	Amount					
General Obligation Bonds of 2006	01/15/06	1,750,000.00	1/15/2016	150,000.00	3.75% \$	550,000.00		150,000.00	400,000.00
			1/15/2017	150,000.00	4.00%				
			1/15/2018	100,000.00	4.00%				
General Obligation Bonds of 2008	3/15/2008	1,800,000	1/15/2016	180,000.00	3.750%	960,000.00		160,000.00	800,000.00
			1/15/2017	180,000.00	3.750%				
			1/15/2018	180,000.00	4.000%				
			1/15/2019	180,000.00	4.000%				
			1/15/2020	80,000.00	4.000%				
General Obligation Bonds of 2012	07/17/12	1,400,000	07/15/16	105,000.00	2.000%	1,235,000.00		100,000.00	1,135,000.00
			07/15/17	110,000.00	2.000%				
			07/15/18	120,000.00	3.000%				
			07/15/19	160,000.00	3.000%				
			07/15/20	160,000.00	3.000%				
			07/15/21	160,000.00	3.000%				
			07/15/22	160,000.00	3.000%				
			07/15/23	160,000.00	3.000%				
						\$ 2,745,000.00	-	410,000.00	2,335,000.00

**WATER AND SEWER UTILITY CAPITAL FUND  
SCHEDULE OF REFUNDING BONDS**

Purpose	Date of Issue	Amount of Original Issue	Maturities of Bonds Outstanding		Interest Rate	Balance Dec. 31, 2014	Increased	Decreased	Balance Dec. 31, 2015
			Date	December 31, 2015 Amount					
General Refunding Issue of 2011	6/8/2011	1,275,000			2.250%	\$ 230,000.00		230,000.00	-
						<u>\$ 230,000.00</u>	<u>-</u>	<u>230,000.00</u>	<u>-</u>

**WATER AND SEWER UTILITY CAPITAL FUND  
SCHEDULE OF WATER AND SEWER LOANS**

Purpose	Date of Issue	Amount of Original Issue	Maturities of Bonds						
			Outstanding December 31, 2015		Interest Rate	Balance Dec. 31, 2014	Increased	Decreased	Balance Dec. 31, 2015
			Date	Amount					
State of New Jersey EIT Bonds	11/05/99	\$ 480,000	08/01/16	35,000.00	5.500%	\$ 175,000.00		30,000.00	145,000.00
			08/01/17	35,000.00	5.500%				
			08/01/18	35,000.00	5.700%				
			08/01/19	40,000.00	5.700%				
State of New Jersey EIT Bonds	10/15/2001	635,000	08/01/16	60,000.00	5.000%	120,000.00		60,000.00	60,000.00
State of New Jersey EIT Bonds	10/15/2001	70,000	08/01/16	5,000.00	5.000%	10,000.00		5,000.00	5,000.00
State of New Jersey EIT Bonds	11/4/2004	1,155,000	08/01/16	95,000.00	4.000%	500,000.00		90,000.00	410,000.00
			08/01/17	100,000.00	5.000%				
			08/01/18	105,000.00	5.000%				
			08/01/19	110,000.00	5.000%				
State of New Jersey EIT Loans	11/5/1999	457,960	08/01/16	25,334.64	0.000%	120,470.60		23,250.52	97,220.08
			08/01/17	24,137.05					
			08/01/18	22,939.45					
			08/01/19	24,808.94					
State of New Jersey EIT Loans	10/15/2001	73,697	08/01/16	3,852.21	0.000%	7,887.75		4,035.53	3,852.22
State of New Jersey EIT Loans	11/4/2004	1,212,500	08/01/16	84,417.86	0.000%	423,526.51		83,386.13	340,140.38
			08/01/17	85,302.20					
			08/01/18	85,302.20					
			08/01/19	85,118.12					
State of New Jersey EIT Bonds	3/10/2010	325,000	08/01/16	15,000.00	Various	285,000.00		15,000.00	270,000.00
			08/01/17	15,000.00					
			08/01/18	15,000.00					
			08/01/19	15,000.00					
			08/01/20	15,000.00					
			08/01/21	20,000.00					
			08/01/22	20,000.00					
			08/01/23	20,000.00					
			08/01/24	20,000.00					
			08/01/25	20,000.00					
			08/01/26	20,000.00					
			08/01/27	25,000.00					
			08/01/28	25,000.00					
			08/01/29	25,000.00					

**WATER AND SEWER UTILITY CAPITAL FUND  
SCHEDULE OF WATER AND SEWER LOANS**

Purpose	Date of Issue	Amount of Original Issue	Maturities of Bonds Outstanding December 31, 2015				Interest Rate	Balance Dec. 31, 2014	Increased	Decreased	Balance Dec. 31, 2015	
			Date	Amount								
State of New Jersey EIT Loans	3/10/2010	931,500	08/01/16		51,750.00	0.000%	753,869.00		51,750.00	702,119.00		
			08/01/17		51,750.00							
			08/01/18		51,750.00							
			08/01/19		51,750.00							
			08/01/20		51,750.00							
			08/01/21		51,750.00							
			08/01/22		51,750.00							
			08/01/23		51,750.00							
			08/01/24		51,750.00							
			08/01/25		51,750.00							
			08/01/26		51,750.00							
			08/01/27		51,750.00							
			08/01/28		51,750.00							
08/01/29		29,369.00										
State of New Jersey EIT Bonds	2/2/2010	2,335,000	2/1/2016		95,000.00	Various	1,730,000.00		90,000.00	1,640,000.00		
			2/1/2017		100,000.00							
			2/1/2018		100,000.00							
			2/1/2019		105,000.00							
			2/1/2020		115,000.00							
			2/1/2021		120,000.00							
			2/1/2022		125,000.00							
			2/1/2023		130,000.00							
			2/1/2024		135,000.00							
			2/1/2025		145,000.00							
			2/1/2026		150,000.00							
			2/1/2027		160,000.00							
			2/1/2028		160,000.00							
State of New Jersey EIT Loans	2/2/2010	2,512,650	2/1/2016		127,761.85	0.000%	1,611,289.88		127,761.85	1,483,528.03		
			2/1/2017		127,761.85							
			2/1/2018		127,761.85							
			2/1/2019		127,761.85							
			2/1/2020		127,761.85							
			2/1/2021		127,761.85							
			2/1/2022		127,761.85							
			2/1/2023		127,761.85							
			2/1/2024		127,761.85							
			2/1/2025		127,761.85							
			2/1/2026		127,761.85							
			2/1/2027		78,147.68							

**WATER AND SEWER UTILITY CAPITAL FUND  
SCHEDULE OF WATER AND SEWER LOANS**

Purpose	Date of Issue	Amount of Original Issue	Maturities of Bonds Outstanding December 31, 2015		Interest Rate	Balance Dec. 31, 2014	Increased	Decreased	Balance Dec. 31, 2015
			Date	Amount					
State of New Jersey EIT Bonds	5/28/2015	435,000	08/01/16	15,000.00	Various	-	435,000.00		435,000.00
			08/01/17	15,000.00					
			08/01/18	15,000.00					
			08/01/19	15,000.00					
			08/01/20	20,000.00					
			08/01/21	20,000.00					
			08/01/22	20,000.00					
			08/01/23	20,000.00					
			08/01/24	20,000.00					
			08/01/25	20,000.00					
			08/01/26	25,000.00					
			08/01/27	25,000.00					
			08/01/28	25,000.00					
			08/01/29	25,000.00					
			08/01/30	30,000.00					
			08/01/31	30,000.00					
			08/01/32	30,000.00					
			08/01/33	30,000.00					
			08/01/34	35,000.00					
State of New Jersey EIT Loans	5/28/2015	1,049,067	08/01/16	53,342.38	0.000%	-	1,049,067.00	35,561.59	1,013,505.41
			08/01/17	53,342.38					
			08/01/18	53,342.38					
			08/01/19	53,342.38					
			08/01/20	53,342.38					
			08/01/21	53,342.38					
			08/01/22	53,342.38					
			08/01/23	53,342.38					
			08/01/24	53,342.38					
			08/01/25	53,342.38					
			08/01/26	53,342.38					
			08/01/27	53,342.38					
			08/01/28	53,342.38					
			08/01/29	53,342.38					
			08/01/30	53,342.38					
			08/01/31	53,342.38					
			08/01/32	53,342.38					
			08/01/33	53,342.38					
			08/01/34	53,342.57					
					\$	5,737,043.74	1,484,067.00	615,745.62	6,605,365.12



**WATER AND SEWER UTILITY CAPITAL FUND**  
**SCHEDULE OF BOND AND NOTES AUTHORIZED BUT NOT ISSUED**

Ordinance Number		Balance Dec. 31, 2014	2015 Authorizations	Debt Issued	Balance Dec. 31, 2015
16-94	Various Improvements	\$ 2,500.00			2,500.00
25-08	Various Utility Improvements	75,000.00			75,000.00
13-14	Various Utility Improvements	5,830,000.00			5,830,000.00
		<u>\$ 5,907,500.00</u>	<u>-</u>	<u>-</u>	<u>5,907,500.00</u>

**GOLF COURSE UTILITY FUND**  
**SCHEDULE OF CASH - TREASURER**

	Operating	Capital
Balance December 31, 2014	\$ 2,438.41	74,548.08
Increased by Receipts:		
Anticipated Revenues	1,212,977.79	
Miscellaneous	25,027.95	
Reserve for Payment of Debt Service		2,320.97
Due from Current Fund	391,312.55	70,103.93
Due from Golf Course Capital	37,190.60	4,259.13
	<u>1,666,508.89</u>	<u>76,684.03</u>
	1,668,947.30	151,232.11
Decreased by Disbursements:		
Current Appropriations	1,438,093.62	
Appropriation Reserves	11,177.87	
Due to Golf Course Operating	4,259.13	37,190.60
Reserve for Payment of Debt Service		39,000.00
Improvement Authorizations		8,198.15
	<u>1,453,530.62</u>	<u>84,388.75</u>
Balance December 31, 2015	\$ <u>215,416.68</u>	<u>66,843.36</u>

**GOLF COURSE UTILITY CAPITAL FUND**  
**ANALYSIS OF CASH**

	Balance Dec. 31, 2014	Receipts		Disbursements		Transfers		Balance Dec. 31, 2015
		Notes Issued	Misc.	Improvement Authorizations	Misc.	From	To	
Fund Balance	\$ 7,018.99							7,018.99
Contracts Payable	6,006.99					6,006.99	1,747.86	1,747.86
Due Current Fund	(70,103.93)		70,103.93					-
Due Golf Course Operating	32,931.47		4,259.13		37,190.60			-
Reserve for Payment of Debt Service	39,156.50		2,320.97		39,000.00			2,477.47
<u>Improvement Authorizations</u>								
Ord.								
Number								
6-02 Golf Course Acquisition	207.37							207.37
14-03 Golf Course Improvements	3,497.04			6,280.39				3,497.04
32-06 Golf Course Improvements	9,476.83			1,917.76		1,747.86	5,506.99	6,955.57
6-13 Golf Course Improvements	46,356.82						500.00	44,939.06
	\$ 74,548.08	-	76,684.03	8,198.15	76,190.60	7,754.85	7,754.85	66,843.36

**GOLF COURSE UTILITY OPERATING FUND**  
**SCHEDULE OF APPROPRIATION RESERVES - PRIOR YEAR**

	Balance Dec. 31, 2014	Balance After Transfers	Paid or Charged	Balance Lapsed	Overexpended
Operating:					
Salaries and Wages	\$ 10,195.56	10,195.56	2,126.08	8,069.48	
Other Expenses	56,149.28	56,149.28	9,051.79	47,097.49	
Deferred Charges and Statutory Expenditures:					
Social Security System	6,221.29	6,221.29		6,221.29	
Unemployment	7,533.63	7,533.63		7,533.63	
TOTALS	\$ 80,099.76	80,099.76	11,177.87	68,921.89	-
Appropriation Reserves	26,063.92				
Encumbrances	54,035.84				
	80,099.76				

**GOLF COURSE UTILITY OPERATING FUND**  
**SCHEDULE OF ACCRUED INTEREST ON BONDS**  
**AND NOTES AND ANALYSIS OF BALANCE**

Balance December 31, 2014	\$	25,149.38
Increased By:		
Budget Appropriation:		
Interest on Bonds and Notes	20,088.30	
	<hr/>	<hr/>
		20,088.30
		45,237.68
Decreased By:		
Interest Paid on Bonds and Notes	25,149.38	
	<hr/>	<hr/>
		25,149.38
Balance December 31, 2015	\$	<u><u>20,088.30</u></u>

**Analysis of Accrued Interest December 31, 2015**

Principal Outstanding Dec. 31, 2015	Interest Rate	From	To	Days	Amount
\$ 748,000.00	1.50%	12/2/2015	12/31/2015	28	\$ 872.67
1,070,000.00	var.	7/15/2015	12/31/2015	165	19,215.64
<hr/>					<hr/>
\$ 1,818,000.00					\$ 20,088.30
<hr/>					<hr/>

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**GOLF COURSE UTILITY CAPITAL FUND**  
**SCHEDULE OF SERIAL BONDS**

Improvement Description	Date of Issue	Amount of Original Issue	Maturities of Bonds Outstanding Dec. 31, 2015			Interest Rate	Balance Dec. 31, 2014	Increased	Decreased	Balance Dec. 31, 2015
			Date		Amount					
General Obligation Bonds	1/15/2005	\$ 4,000,000	1/15/2016	\$	350,000.00	3.750%	1,420,000.00		350,000.00	1,070,000.00
			1/15/2017		360,000.00	4.000%				
			1/15/2018		360,000.00	4.000%				
				\$			\$ 1,420,000.00	-	350,000.00	1,070,000.00

**GOLF COURSE UTILITY CAPITAL FUND**  
**SCHEDULE OF BOND ANTICIPATION NOTES**

Ord. Number	Improvement Description	Date of Original Issue	Date of Issue	Date of Maturity	Interest Rate	Balance Dec. 31, 2014	Increased	Decreased	Balance Dec. 31, 2015
6-02	Golf Course Improvements	12/12/13	12/10/2014	12/9/2015	1.000%	\$ 266,000.00	266,000.00	266,000.00	-
			12/3/2015	12/2/2016	1.500%	-	266,000.00	266,000.00	266,000.00
32-06	Golf Course Improvements	12/20/12	12/10/2014	12/9/2015	1.000%	500,000.00	482,000.00	500,000.00	-
			12/3/2015	12/2/2016	1.500%	-	482,000.00	482,000.00	482,000.00
						\$ 766,000.00	748,000.00	766,000.00	748,000.00



**GOLF COURSE UTILITY CAPITAL FUND**  
**SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED**

Ord. Number	Improvement Description	Balance Dec. 31, 2014	2015 Authorizations	Bonds, Notes or Grants Issued	Balance Dec. 31, 2015
6-13	Golf Course Improvements	\$ 950.00			950.00
		\$ 950.00	-	-	950.00

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**CITY OF BRIGANTINE**

**PART II**

**GENERAL COMMENTS AND FINDINGS AND RESPONSES**

**FOR THE YEAR ENDED**

**DECEMBER 31, 2015**



## **GENERAL COMMENTS**

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

N.J.S.A. 40A:11-4 states, "Every contract awarded by the contracting agent for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold, shall be awarded only by resolution of the governing body of the contracting unit to the lowest responsible bidder after public advertising for bids and bidding therefore, except as is provided otherwise in this act or specifically by any other law. Due to the City having a Qualified Purchasing Agent, pursuant to N.J.S.A. 40A:11-3(a), the maximum bid threshold is \$40,000.

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

Our examination of expenditures revealed a payment in excess of the bid threshold for the provision or performance of any goods or services, other than those where bids were not previously sought by public advertisement, awarded under state or county cooperative purchasing agreements, or awarded in compliance with other provisions of the "Local Public Contracts Law," N.J.S.A. 40A:11. (Finding #2015-1)

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

- Demolition of Certain Unsafe Buildings
- 2014 Brigantine Road Program (rebid)
- Golf Course Fertilizer
- Mechanical Maintenance and Repair Service for the Sewer Pump Station
- Water Works Materials
- HVAC
- Fire Alarm
- Sprinkler Alarm and Burglar Alarm Systems
- Sodium Hypochlorite Solution
- Electrical Service-General and Emergency
- Open Box Refuse Container Service
- Well Maintenance Service
- Electrical Service-General and Emergency (rebid)
- Open Box Refuse Container Service (rebid)
- Golf Course Food and Beverage

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

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

The statutes provide 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 adopted the following resolution authorizing interest to be charged on delinquent taxes:

**BE IT RESOLVED** by the City Council of the City of Brigantine, in accordance with Chapter 75, New Jersey Laws of 1991, and N.J.S.A. 54:4-67, 54:5-32, 54:5-34 and 54:5-35, which authorizes the Governing Body inter alia to fix the rate of interest to be charged, in the City of Brigantine, for the nonpayment of taxes, assessments and municipal charges, said rate of interest shall be and is hereby fixed at 8 per cent per annum on the first \$1,500 of delinquency and 18 per cent per annum on any amount in excess of \$1,500 to be calculated from the date when the taxes, assessments and charges become delinquent.

**BE IT FURTHER RESOLVED** by the City Council of the City of Brigantine, in accordance with N.J.S.A. 54:4-67, Chapter 75, New Jersey Laws of 1991, and Chapter 32, New Jersey Laws of 1994, which permits a 6 per cent penalty on taxes and municipal charges greater than \$10,000 as of the close of the fiscal year, that said end-of-year penalty shall be fixed for the Year 2015.

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

#### **Delinquent Taxes and Tax Title Liens**

Inspection of tax sale certificates on file revealed that all tax sale certificates were available for audit.

The following comparison is made of the number of tax title liens receivable on December 31<sup>st</sup> of the last three years:

<u>Year</u>	<u>Number</u>
2015	8
2014	8
2013	11

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

#### **Verification of Delinquent Taxes and Other Charges**

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

<u>Type</u>	<u>Number Mailed</u>
Payments of 2015 and 2016 Taxes	25
Delinquent Taxes	25
Payment of Water and Sewer Rents	25
Delinquent Water and Sewer Rents	25
Total	<u>100</u>

As of the date of this audit report, all verifications have not been returned. However, no problems were noted with those that have been returned.

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### Comparison of Tax Levies and Collections Currently

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

Year	Tax Levy	Currently	
		Cash Collections	Percentage of Collections
2015 \$	57,604,574.91	56,861,540.46	98.71%
2014	55,257,100.31	54,504,687.39	98.64%
2013	55,713,742.41	53,694,108.42	96.37%
2012	53,555,455.92	50,608,372.51	94.50%
2011	53,270,374.47	50,849,915.89	95.46%

### Comparative Schedule of Tax Rate Information

	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
Tax Rate	\$ 1.773	1.707	1.308	1.203	1.159
Apportionment of Tax Rate:					
Municipal	0.710	0.711	0.522	0.488	0.446
County	0.541	0.475	0.373	0.315	0.325
Local School	0.522	0.521	0.413	0.400	0.388

Assessed Valuation	3,231,377,000	3,229,220,200	4,254,101,962	4,446,203,020	4,590,686,364
		R			

R - Revalued

### Delinquent Taxes and Tax Title Liens

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

Year	Amount of Tax Title Liens	Amount of Delinquent Taxes	Total Delinquent	Percentage Of Tax Levy
2015 \$	55,720.96	478,064.21	533,785.17	0.93%
2014	35,947.35	607,409.73	643,357.08	1.16%
2013	5,220.80	524,231.78	529,452.58	0.95%
2012	5,952.29	630,976.42	636,928.71	1.19%
2011	5,499.34	595,133.48	600,632.82	1.13%

### Uniform Construction Code

The City of Brigantine's construction code official is in compliance with uniform construction code rules NJAC 5:23.17(b) 2 and NJAC 5:23.4.17(b) 3.

## **Deposit of Municipal Funds**

N.J.S.A. 40A:5-15 states:

“All moneys, including moneys collected by taxation, received from any source by or on behalf of any local unit or any board or department thereof shall, within 48 hours after the receipt thereof, either:

- a. be paid to the officer charged with the custody of the general funds of the local unit, who shall deposit all such funds within 48 hours after the receipt thereof to the credit of the local unit in its designated legal depository, or
- b. be deposited to the credit of the local unit in its designated legal depository.”

Our examination revealed that municipal funds were deposited within the mandated time.

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## **RECOMMENDATIONS**

1. That the City establish internal control procedures that are designed to ensure compliance with New Jersey Local Public Contract Laws.

Should any questions arise as to my comments or recommendations, or should you desire assistance un implementing my recommendations, please do not hesitate to contact me.

*Ford, Scott & Associates, L.L.C.*  
**FORD, SCOTT & ASSOCIATES, L.L.C.**  
**CERTIFIED PUBLIC ACCOUNTANTS**

*Leon P. Costello*

**Leon P. Costello**  
**Certified Public Accountant**  
**Registered Municipal Accountant**  
**No. 393**

**June 20, 2016**

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