

**BOROUGH OF ISLAND HEIGHTS**

**COUNTY OF OCEAN**

**DECEMBER 31, 2020**

**ROBERT A. HULSART AND COMPANY**  
**Certified Public Accountants**

**2807 Hurley Pond Road, Suite 100**  
**P.O. Box 1409**  
**Wall, New Jersey 07719**

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

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**BOROUGH OF ISLAND HEIGHTS**

**COUNTY OF OCEAN**

**PART I**

**AUDITOR'S REPORT OF THE BOROUGH'S FINANCIAL STATEMENTS**

**FINANCIAL STATEMENTS**

**NOTES TO FINANCIAL STATEMENTS**

**YEAR ENDED DECEMBER 31, 2020**

*Robert A. Hulsart and Company*  
CERTIFIED PUBLIC ACCOUNTANTS

1.

ARMOUR S. HULSART, C.P.A., R.M.A., P.S.A. (1959-1992)  
ROBERT A. HULSART, C.P.A., R.M.A., P.S.A.  
ROBERT A. HULSART, JR., C.P.A., P.S.A.  
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**INDEPENDENT AUDITOR'S REPORT**

Honorable Mayor and Members  
of the Borough Council  
Borough of Island Heights  
County of Ocean  
Island Heights, New Jersey 08732

**Report on the Financial Statements**

We have audited the accompanying balance sheets - regulatory basis of the various funds and account group of the Borough of Island Heights (the "Borough"), as of December 31, 2020 and 2019, 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, 2020 and the related notes to the financial statements, which collectively comprise the Borough's basis 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 consolidated financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

**Auditors Responsibility**

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



An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Borough's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Borough'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 opinion.

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

As discussed in Note 1 to the financial statements, the Borough prepares statements using accounting practices that demonstrate compliance with regulatory basis of accounting and budget laws of the Division of Local Government Services, Department of Community Affairs, State of New Jersey, which is a basis of accounting other than accounting principles generally accepted in the United States of America, to meet the requirements of the State of New Jersey. In addition, the financial statements of the Length of Service Award Program Fund ("LOSAP") have not been audited, and we were not required by the Division to audit the LOSAP fund financial statements as a part of our audit of the Borough's financial statements. The LOSAP fund financial statements are included in the Borough's Trust Fund and represent 69% and 69% of the assets and liabilities as of December 31, 2020 and 2019, respectively, of the Borough's Trust Fund.

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

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

In our opinion, because of the significance of the matter discussed in the "Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles" paragraph, the financial statements referred to above do not present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the Borough, County of Ocean, State of New Jersey, as of December 31, 2020 and 2019 or the results of its operations and changes in fund balance for the years then ended.

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

In our opinion, because of the effects of the matter discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the Borough as of December 31, 2020 and 2019, the changes in financial position, or where applicable, its cash flows for the years then ended. Further, the Borough has not presented a management's discussion and analysis that accounting principles generally accepted in the United States of America has determined is necessary to supplement, although not required to be part of, the basic consolidated financial statements.

However, in our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the financial position – regulatory basis of the various funds and account groups of the Borough, as of December 31, 2020 and 2019, and the results of operations and changes in fund balance – regulatory basis of such funds for the years then ended and the consolidated statements of revenues – regulatory basis and consolidated statement of expenditures – regulatory basis of the various funds for the year ended December 31, 2020 on the basis of accounting described in Note 1.

### **Other Matters**

#### *Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Borough of Island Heights's basis 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.

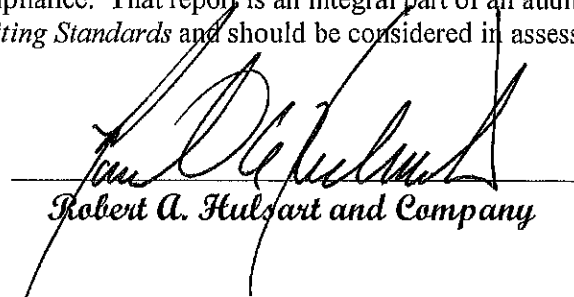
The supplemental information listed in the table of contents is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied 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.

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.

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.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued a report dated September 27, 2021 on our consideration of the Borough's internal control over financial reporting and 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 reporting on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.



*Robert A. Hulsart and Company*

**Robert A. Hulsart**  
**Certified Public Accountant**  
**Registered Municipal Accountant**  
**R.M.A. Number 158**

September 27, 2021

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**COMPARATIVE BALANCE SHEET - CURRENT FUND**

**Exhibit A  
Sheet 1 of 2**

**REGULATORY BASIS**

**DECEMBER 31**

	<b><u>Ref.</u></b>	<b><u>2020</u></b>	<b><u>2019</u></b>
<b><u>Assets</u></b>			
Cash	A-4	\$ 2,826,138.72	2,499,102.55
Cash - Change Fund		50.00	50.00
		<u>2,826,188.72</u>	<u>2,499,152.55</u>
Due from State of New Jersey (Chapter 20, P.L. 1971)	A-4,5	10,257.24	10,507.24
		<u>2,836,445.96</u>	<u>2,509,659.79</u>
Receivables and Other Assets with Full Reserves:			
Delinquent Property Taxes Receivable	A-5	132,616.09	151,364.54
Tax Title Liens Receivable	A-6	49,035.15	36,650.11
Interfunds:			
Animal Control Trust Fund	A-12	0.41	0.29
Trust Other Fund	A-12	69.41	47.91
General Capital Fund	A-12	19.65	148.84
		<u>181,740.71</u>	<u>188,211.69</u>
		<u>3,018,186.67</u>	<u>2,697,871.48</u>
<b><u>Grant Fund</u></b>			
Interfund - Current Fund	A-13	64,462.62	15,650.75
Grants Receivable	A-14	56,084.94	85,978.44
		<u>120,547.56</u>	<u>101,629.19</u>
Total Assets		<u>\$ 3,138,734.23</u>	<u>2,799,500.67</u>

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

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****COMPARATIVE BALANCE SHEET - CURRENT FUND**Exhibit A  
Sheet 2 of 2**REGULATORY BASIS****DECEMBER 31**

	<u>Ref.</u>	<u>2020</u>	<u>2019</u>
<b><u>Liabilities, Reserves and Fund Balance</u></b>			
Liabilities:			
Appropriation Reserves	A-3,11	\$ 313,274.48	348,657.58
Reserve for Encumbrances	A-3,11	100,931.27	185,382.03
Due to State of New Jersey - Various Fees			125.00
Tax Overpayments		11,925.89	24,513.68
Prepaid Taxes	A-4,5	52,097.78	69,429.42
Accounts Payable	A-4,10	81,922.65	93,889.13
Marriage License		250.00	
County Taxes Payable	A-8	7,956.43	3,758.24
Local District School Tax Payable	A-9	636,091.00	572,113.00
Regional High School Tax Payable	A-10	458,993.69	341,436.14
Interfunds:			
Grant Fund	A-13	64,462.62	15,650.75
Various Reserves:			
Sale of Municipal Assets		6,108.72	6,108.72
Police Extra Duty		500.00	
Sandy Spending		15,478.67	15,478.67
Tax Appeals		60,000.00	40,000.00
		<u>1,809,993.20</u>	<u>1,716,542.36</u>
Reserve for Receivables and Other Assets		181,740.71	188,211.69
Fund Balance	A-1	<u>1,026,452.76</u>	<u>793,117.43</u>
		<u>3,018,186.67</u>	<u>2,697,871.48</u>
<b><u>Grant Fund</u></b>			
Appropriated Reserves	A-15	83,381.83	89,480.84
Reserve for Encumbrances	A-15	9,769.64	
Unappropriated Reserves	A-16	27,396.09	12,148.35
		<u>120,547.56</u>	<u>101,629.19</u>
		<u>\$ 3,138,734.23</u>	<u>2,799,500.67</u>

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

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

Exhibit A-1

**COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE**

**IN FUND BALANCE - CURRENT FUND**

**REGULATORY BASIS**

	<u>Ref.</u>	<u>2020</u>	<u>2019</u>
<b><u>Revenue and Other Income Realized</u></b>			
Fund Balance Utilized	A-2	\$ 449,000.00	449,000.00
Miscellaneous Revenue Anticipated	A-2	478,286.14	512,135.36
Receipts from Delinquent Taxes	A-2	144,623.51	124,134.88
Receipts from Current Taxes	A-2	7,305,167.42	6,827,650.28
Non-Budget Revenue	A-2	40,220.13	15,496.04
Other Credits to Income:			
Unexpended Balance of Appropriation Reserves	A-11	369,836.97	299,049.61
Current Appropriations Cancelled		8.51	
Cancelled Grant Reserve	A-13		7,707.50
Cash Balance Adjustment		76,665.99	
Tax Overpayment Adjustment		1,380.86	
Accounts Payable Cancelled	A	26,844.99	
Interfunds Returned		197.04	3,705.95
Total Income		<u>8,892,231.56</u>	<u>8,238,879.62</u>
<b><u>Expenditures</u></b>			
Budget Appropriations Within Caps:			
Operations:			
Salaries and Wages		963,662.00	999,163.81
Other Expenses		1,174,720.00	1,188,916.18
Deferred Charges and Statutory Expenditures		218,407.00	215,671.00
Budget Appropriations Excluded From Caps:			
Operations:			
Other Expenses		71,348.35	110,075.57
Capital Improvements		164,500.00	105,000.00
Municipal Debt Service		209,424.92	207,094.54
	A-3	<u>2,802,062.27</u>	<u>2,825,921.10</u>
County Taxes	A-8	1,517,206.49	1,485,531.67
Local District School Tax	A-9	2,402,351.00	2,273,851.00
Regional High School Tax	A-10	1,488,187.00	1,245,310.00
Refunds	A-4	89.47	5,690.84
Total Expenditures		<u>5,407,833.96</u>	<u>5,010,383.51</u>
Excess in Revenue		682,335.33	402,575.01
Fund Balance January 1	A	793,117.43	839,542.42
		1,475,452.76	1,242,117.43
Decreased by:			
Utilized as Anticipated Revenue	A-2	449,000.00	449,000.00
Fund Balance December 31	A	<u>\$ 1,026,452.76</u>	<u>793,117.43</u>

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

CURRENT FUND

STATEMENT OF REVENUES - DECEMBER 31, 2020

REGULATORY BASIS

	<u>Ref.</u>	<u>Anticipated Budget</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
Fund Balance Anticipated	A-1	\$ 449,000.00	449,000.00	-
 <u>Miscellaneous Revenues</u>				
Local Aid:				
Fees and Permits	A-7	17,500.00	25,998.00	8,498.00
Fines and Costs, Municipal Court	A-7	17,000.00	17,753.61	753.61
Interest and Costs on Taxes	A-7	26,000.00	28,792.09	2,792.09
Interest on Investments and Deposits	A-7	7,000.00	7,058.89	58.89
Beach Fees	A-7	15,000.00	32,955.00	17,955.00
Cablevision Television Franchise Fees	A-7	28,949.70	28,259.23	(690.47)
Post Office Lease	A-7	47,127.00	48,082.87	955.87
Antenna Lease	A-7	70,000.00	48,054.08	(21,945.92)
Uniform Construction Code Fees	A-7	16,000.00	39,777.01	23,777.01
State Aid:				
Energy Receipts Tax	A-7	117,407.00	111,407.01	(5,999.99)
Federal and State Programs Offset by Revenues:				
Sustainable Jersey Small Grants Program	A-14	10,000.00	10,000.00	-
Clean Communities	A-14	9,333.51	9,333.51	-
Recycling Tonnage	A-14	2,814.84	2,814.84	-
Surplus Capital Fund	A-7, C-1	68,000.00	68,000.00	-
Total Miscellaneous Revenues	A-1	452,132.05	478,286.14	26,154.09
Receipts from Delinquent Taxes	A-1, 5	95,000.00	144,623.51	49,623.51
		996,132.05	1,071,909.65	75,777.60
Amount to be Raised by Taxes for Support of Municipal Budget				
Local Tax for Municipal Purposes	A-2	2,016,716.72	2,108,209.43	91,492.71
		\$ 3,012,848.77	3,180,119.08	167,270.31
Non-Budget Revenue	A-1,4		40,220.13	
			\$ 3,220,339.21	

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

**CURRENT FUND**

**STATEMENT OF REVENUES - DECEMBER 31, 2020**

**Exhibit A-2**

**Sheet 2 of 2**

**REGULATORY BASIS**

	<u>Ref.</u>	
<b><u>Analysis of Realized Revenues</u></b>		
Allocation of Current Tax Collections:		
Revenue From Collections	A-1,5	\$ 7,305,167.42
Allocated to School and County Taxes	A-8,9,10	<u>5,407,744.49</u>
		1,897,422.93
Add Appropriation "Reserve for Uncollected Taxes"	A-3	<u>210,786.50</u>
Amount for Support of Municipal Budget Appropriations	A-2	<u><u>\$ 2,108,209.43</u></u>
 <b><u>Analysis of Non-Budget Revenues</u></b>		
JIF Dividend		\$ 5,505.00
Management Fee		3,000.00
Donations		1,360.00
Reimbursements		5,000.00
Rental Fees		4,800.00
Administration fees		2,470.00
State Fire Rebate		1,794.67
Polling Place		400.00
Refunds		7,057.20
Other		7,424.26
Road Opening Permit		899.00
Market Fees		<u>510.00</u>
	A-4	<u><u>\$ 40,220.13</u></u>

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



BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

CURRENT FUND

STATEMENT OF EXPENDITURES - DECEMBER 31, 2020

REGULATORY BASIS

	Appropriated		Expended		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
<b>Operations Within Caps</b>					
General Administration:					
Salaries and Wages	\$ 43,000.00	55,100.00	54,786.33	313.67	
Other Expenses	12,000.00	10,000.00	8,002.87	1,997.13	
Mayor and Council:					
Salaries and Wages	20,362.00	18,362.00	18,125.51	236.49	
Other Expenses	2,000.00	1,200.00	630.00	570.00	
Municipal Clerk:					
Other Expenses	16,500.00	15,000.00	13,895.57	1,104.43	
Advertising Budget	1,000.00	1,000.00	259.00	741.00	
Elections:					
Other Expenses	1,000.00	1,000.00		1,000.00	
Financial Administration:					
Salaries and Wages	43,000.00	54,800.00	53,652.74	1,147.26	
Other Expenses	40,000.00	25,000.00	15,020.03	9,979.97	
Audit	18,000.00	18,000.00	18,000.00	-	
Computerized Data Processing:					
Other Expenses	30,000.00	30,000.00	18,435.61	11,564.39	
Collection of Taxes:					
Salaries and Wages	40,000.00	32,000.00	26,988.50	5,011.50	
Other Expenses	4,200.00	4,200.00	3,109.50	1,090.50	
Tax Assessment					
Salaries and Wages	17,000.00	17,000.00	16,864.20	135.80	
Other Expenses	1,150.00	1,150.00	204.10	945.90	
Tax Map Revisions	1,500.00	1,500.00	463.00	1,037.00	
Cost of Tax Appeals	20,000.00	20,000.00	2,317.50	17,682.50	
Legal Services and Costs:					
Advertising and Legal Notices	5,000.00	5,000.00	1,850.85	3,149.15	
Other Expenses	30,000.00	30,000.00	17,130.21	12,869.79	
Counsel - Labor - Other Expenses	2,000.00	2,500.00	1,872.00	628.00	

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

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

CURRENT FUND

STATEMENT OF EXPENDITURES - DECEMBER 31, 2020

REGULATORY BASIS

	Appropriated		Expended		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Engineering Services and Costs:					
Other Expenses	60,000.00	50,000.00	28,722.88	21,277.12	
Planning Board:					
Salaries and Wages	5,000.00	5,000.00	2,215.20	2,784.80	
Other Expenses - Legal	3,000.00	3,000.00	2,162.65	837.35	
Other Expenses - Miscellaneous	650.00	1,650.00	956.20	693.80	
Code Enforcement & Zoning:					
Salaries and Wages	25,000.00	28,500.00	26,060.23	2,439.77	
Other Expenses	12,000.00	9,000.00	4,653.52	4,346.48	
Insurance:					
General Liability	43,000.00	43,000.00	38,280.00	4,720.00	
Other Insurance	42,000.00	42,000.00	42,000.00	-	
Employee Group Insurance	211,000.00	247,000.00	218,055.03	28,944.97	
Police:					
Salaries and Wages	560,000.00	502,000.00	462,504.44	39,495.56	
Other Expenses	60,000.00	60,000.00	46,299.68	13,700.32	
Medical Testing	1,500.00	800.00		800.00	
Emergency Management Service:					
Salaries and Wages	5,000.00	5,000.00	3,022.21	1,977.79	
Other Expenses	5,500.00	5,500.00	4,494.71	1,005.29	
First Aid:					
Other Expenses	1,000.00	1,000.00	350.00	650.00	
Contribution	5,000.00	5,000.00		5,000.00	
Fire Department:					
Other Expenses	3,000.00	3,000.00	2,999.00	1.00	
Contribution	75,000.00	75,000.00	56,250.00	18,750.00	
Municipal Prosecutor:					
Other Expenses	7,500.00	7,500.00	5,000.00	2,500.00	

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

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

CURRENT FUND

STATEMENT OF EXPENDITURES - DECEMBER 31, 2020

REGULATORY BASIS

	Appropriated		Expended		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Municipal Court					
Salaries and Wages	25,000.00	25,000.00	23,070.57	1,929.43	
Other Expenses	2,500.00	2,500.00	442.50	2,057.50	
Public Defender:					
Other Expenses	2,500.00	2,500.00		2,500.00	
Public Buildings, Grounds, Parks, Playgrounds and Beaches:					
Salaries and Wages	140,000.00	160,000.00	156,041.46	3,958.54	
Other Expenses	80,000.00	81,000.00	77,224.04	3,775.96	
Solid Waste Collection:					
Contractual	215,000.00	215,000.00	208,027.32	6,972.68	
Other Expenses	250.00	250.00		250.00	
Recycling:					
Other Expenses	3,000.00	3,800.00	3,500.00	300.00	
Vehicle Maintenance:					
Other Expenses	33,000.00	33,000.00	20,542.49	12,457.51	
Shade Trees:					
Other Expenses	500.00	500.00		500.00	
Snow Removal:					
Salaries and Wages	8,000.00	8,000.00	8,000.00	-	
Other Expenses	8,000.00	8,000.00	8,000.00	-	
Board of Health:					
Salaries and Wages	300.00	300.00		300.00	
Other Expenses	200.00	200.00		200.00	
Mental Health Program (N.J.S. 40:5-2.9):					
Other Expenses	10.00	10.00		10.00	

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

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

CURRENT FUND

STATEMENT OF EXPENDITURES - DECEMBER 31, 2020

REGULATORY BASIS

	Appropriated		Expended		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
Environmental Commission:					
Other Expenses	1,000.00	1,000.00		1,000.00	
Animal Control:					
Other Expenses	2,000.00	1,000.00		1,000.00	
Senior Advisory Committee:					
Other Expenses	10.00	10.00		10.00	
Beachfront Maintenance:					
Other Expenses	3,000.00	1,500.00	750.00	750.00	
Recreation:					
Salaries and Wages	1,000.00	1,000.00		1,000.00	
Other Expenses	3,000.00	2,050.00	1,945.90	104.10	
Participants in Free County Library					
Salary Settlements and Adjustments					
Deferred Sick Time	500.00	500.00		500.00	
Construction Code Official:	9,500.00	9,500.00	9,500.00	-	
Salaries and Wages	25,000.00	24,000.00	21,200.30	2,799.70	
Other Expenses	10,000.00	10,000.00	9,673.98	326.02	
Fire Official:					
Salaries and Wages	6,000.00	6,000.00	5,735.07	264.93	
Other Expenses	250.00	250.00	30.00	220.00	
<u>Unclassified</u>					
Utilities:					
Gasoline	13,000.00	13,000.00	8,295.08	4,704.92	
Electricity	30,000.00	30,000.00	25,773.46	4,226.54	
Telephone	14,000.00	14,000.00	11,339.66	2,660.34	
Natural Gas	8,000.00	11,700.00	9,803.80	1,896.20	
Street Lighting	19,000.00	19,000.00	17,137.72	1,862.28	
Total Operations Within Caps	2,138,382.00	2,121,332.00	1,841,666.62	279,665.38	-

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

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

CURRENT FUND

STATEMENT OF EXPENDITURES - DECEMBER 31, 2020

REGULATORY BASIS

	<u>Appropriated</u>		<u>Expended</u>		<u>Unexpended Balance Cancelled</u>
	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	
<b><u>Statutory Expenditures Within Caps</u></b>					
Contribution to:					
Public Employees' Retirement System	43,844.00	47,394.00	43,352.80	4,041.20	
Social Security System (O.A.S.I.)	80,000.00	80,000.00	71,985.49	8,014.51	
Police and Firemen's Retirement System	76,063.00	76,063.00	-	-	
Unemployment Compensation Insurance	8,500.00	10,000.00	7,989.54	2,010.46	
Defined Contribution Retirement Program	4,000.00	1,000.00	708.01	291.99	
PFRS - RETRO	6,000.00	6,000.00		6,000.00	
Total Statutory Expenditures Within Caps	218,407.00	220,457.00	200,098.84	20,358.16	-
Total Appropriations Within Caps	2,356,789.00	2,341,789.00	2,041,765.46	300,023.54	-
<b><u>Operations Excluded from Caps</u></b>					
South Toms River - Professional Services	17,000.00	17,000.00	6,325.00	10,675.00	
Length of Service Awards Program (LOSAP)	32,200.00	31,350.00	31,250.00	100.00	
Public and Private Programs Offset by Revenues:					
Recycling Tonnage Grant	2,814.84	2,814.84	2,814.84	-	
Sustainable Jersey Small Grant Program	10,000.00	10,000.00	10,000.00	-	
Clean Communities	9,333.51	9,333.51	9,333.51	-	
Total Operations Excluded from Caps	71,348.35	70,498.35	59,723.35	10,775.00	-
<b><u>Capital Improvements Excluded From Caps</u></b>					
Capital Improvement Fund	106,500.00	121,500.00	121,500.00	-	
Capital Outlay	58,000.00	58,000.00	55,524.06	2,475.94	
Total Capital Improvements Excluded From Caps	164,500.00	179,500.00	177,024.06	2,475.94	-

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

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

CURRENT FUND

STATEMENT OF EXPENDITURES - DECEMBER 31, 2020

REGULATORY BASIS

	Appropriated		Expended		Unexpended Balance Cancelled
	Budget	Budget After Modification	Paid or Charged	Reserved	
<u>Municipal Debt Service Excluded From Caps</u>					
Payment of Bond Principal	133,000.00	133,000.00	133,000.00	-	
Interest on Bonds	39,115.00	39,965.00	39,956.49		8.51
Loan Repayments for Principal and Interest:					
Principal	32,946.74	32,946.74	32,946.74	-	
Interest	4,363.18	4,363.18	4,363.18	-	
Total Municipal Debt Service Excluded From Caps	<u>209,424.92</u>	<u>210,274.92</u>	<u>210,266.41</u>	<u>-</u>	<u>8.51</u>
Total General Appropriations Excluded From Caps	<u>445,273.27</u>	<u>460,273.27</u>	<u>447,013.82</u>	<u>13,250.94</u>	<u>8.51</u>
Subtotal General Appropriations	<u>2,802,062.27</u>	<u>2,802,062.27</u>	<u>2,488,779.28</u>	<u>313,274.48</u>	<u>8.51</u>
Reserve for Uncollected Taxes	<u>210,786.50</u>	<u>210,786.50</u>	<u>210,786.50</u>		
Total General Appropriations	<u>\$ 3,012,848.77</u>	<u>3,012,848.77</u>	<u>2,699,565.78</u>	<u>313,274.48</u>	<u>8.51</u>
<u>Ref.</u>	A-3	A-3	A-3	A	A-1
Disbursements			\$ 2,366,375.69		
Grant Fund			22,148.35		
Reserve for Encumbrances			100,931.27		
Reserve for Uncollected Taxes			210,110.47		
			<u>\$ 2,699,565.78</u>		

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

**BOROUGH OF ISLAND HEIGHTS- COUNTY OF OCEAN****BALANCE SHEET - TRUST FUND****COMPARATIVE STATEMENT OF ASSETS, LIABILITIES,****Exhibit B****RESERVES AND FUND BALANCE - REGULATORY BASIS****DECEMBER 31, 2020 AND 2019**

	<b><u>Ref.</u></b>	<b><u>2020</u></b>	<b><u>2019</u></b>
<b><u>Assets</u></b>			
<b><u>Animal Control Trust Fund</u></b>			
Cash	B-1	\$ 1,945.31	1,212.39
<b><u>Other Trust Funds</u></b>			
Cash	B-1	296,127.89	266,492.57
<b><u>Length of Service Award Program (LOSAP) - Unaudited</u></b>			
Funds Held by Trustee		663,762.93	606,753.00
Total Assets		<u>\$ 961,836.13</u>	<u>874,457.96</u>
<b><u>Liabilities and Reserves</u></b>			
<b><u>Animal Control Trust Fund</u></b>			
Reserve for Animal Control Trust Fund Expenditures	B-3	\$ 1,944.90	1,212.10
Interfund - Current Fund	A	0.41	0.29
		<u>1,945.31</u>	<u>1,212.39</u>
<b><u>Other Trust Fund</u></b>			
Interfund - Current Fund	A	69.41	47.91
Miscellaneous Reserves	B-5	296,058.48	266,444.66
		<u>296,127.89</u>	<u>266,492.57</u>
<b><u>Length of Service Award Program (LOSAP) - Unaudited</u></b>			
Reserve for Length of Service Award Program (LOSAP)		663,762.93	606,753.00
Total Liabilities and Reserves		<u>\$ 961,836.13</u>	<u>874,457.96</u>

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

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit C

GENERAL CAPITAL FUNDCOMPARATIVE STATEMENT OF ASSETS, LIABILITIES, RESERVESAND FUND BALANCES - REGULATORY BASISDECEMBER 31, 2020 AND 2019

	<u>Ref.</u>	<u>2020</u>	<u>2019</u>
<b><u>Assets</u></b>			
Cash	C-2	\$ 49,388.91	377,047.57
Deferred Charges to Future Taxation:			
Funded	C-4	1,156,407.65	1,322,354.39
Unfunded	C-5	593,307.31	593,307.31
Grants Receivable	C-10		237,718.65
Total Assets		<u>\$ 1,799,103.87</u>	<u>2,530,427.92</u>
<b><u>Liabilities, Reserves and Fund Balance</u></b>			
Capital Improvement Fund	C-6	\$ 43.36	40,043.36
Improvement Authorizations:			
Funded	C-7	267,884.38	264,660.16
Unfunded	C-7	100,573.58	555,471.58
Reserve for Encumbrances	C-7	146,114.33	256,518.52
General Serial Bonds	C-8	963,000.00	1,096,000.00
Green Trust Loan Payable	C-9	193,407.65	226,354.39
Reserve to Pay Bonds	C-10	104,829.85	
Interfund - Current Fund	A	19.65	148.84
Reserve for Benches	C-3	19,337.00	19,337.00
Reserve for Pavers	C-3	3,190.00	3,190.00
Fund Balance	C-1	704.07	68,704.07
Total Liabilities, Reserves and Fund Balance		<u>\$ 1,799,103.87</u>	<u>2,530,427.92</u>

There were Bonds and Notes Authorized but Not Issued of \$295,937.90 as of December 31, 2020 and \$593,307.31 at December 31, 2019 (Exhibit C-11).

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



**GENERAL CAPITAL FUND**

**Exhibit C-1**

**STATEMENT OF FUND BALANCE**

**REGULATORY BASIS**

	<b><u>Ref.</u></b>	
Balance December 31, 2019	C	\$ 68,704.07
Decreased by:		
Utilized as Current Fund Anticipated Revenue	C-3	<u>68,000.00</u>
Balance December 31, 2020	C	<u><u>\$ 704.07</u></u>

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

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****BALANCE SHEET - WATER-SEWER UTILITY FUND****COMPARATIVE STATEMENT OF ASSETS, LIABILITIES, RESERVES**Exhibit D  
Sheet 1 of 2**AND FUND BALANCE - REGULATORY BASIS****DECEMBER 31, 2020 AND 2019**

	<u>Ref.</u>	<u>2020</u>	<u>2019</u>
<b><u>Assets</u></b>			
<b><u>Operating Fund</u></b>			
Cash	D-5	\$ 468,671.11	429,366.79
Interfunds:			
Water- Sewer Utility Capital Fund	D-3,5	140.32	157,702.03
Receivables and Other Assets with Full Reserves:			
Consumer Accounts Receivable	D-7	96,528.85	14,075.82
Total Operating Fund		<u>565,340.28</u>	<u>601,144.64</u>
<b><u>Capital Fund</u></b>			
Cash	D-5	657,910.87	926,472.22
Fixed Capital	D-8	8,220,914.69	8,220,914.69
Fixed Capital Authorized and Uncompleted	D-9	2,757,209.12	2,757,209.12
Total Capital Fund		<u>11,636,034.68</u>	<u>11,904,596.03</u>
Total Assets		<u>\$ 12,201,374.96</u>	<u>12,505,740.67</u>
<b><u>Liabilities</u></b>			
Operating Fund:			
Appropriation Reserves	D-4,10	\$ 68,945.63	118,411.69
Reserve for Encumbrances	D-4,10	48,961.95	39,479.07
Utility Rent Overpayments	D-5,7	5,951.36	6,167.00
Accounts Payable	D-10	49,662.01	65,809.37
Accrued Interest on Notes and Loans	D-11	38,703.93	41,518.04
		<u>212,224.88</u>	<u>271,385.17</u>
Reserve for Receivables and Other Assets		96,528.85	14,075.82
Fund Balance	D-1	256,586.55	315,683.65
Total Operating Fund		<u>565,340.28</u>	<u>601,144.64</u>

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

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**BALANCE SHEET - WATER-SEWER UTILITY FUND**

**Exhibit D**  
**Sheet 2 of 2**

**COMPARATIVE STATEMENT OF ASSETS, LIABILITIES, RESERVES**

**AND FUND BALANCE - REGULATORY BASIS**

**DECEMBER 31, 2020 AND 2019**

	<u>Ref.</u>	<u>2020</u>	<u>2019</u>
<b><u>Capital Fund</u></b>			
Interfund - Water-Sewer Utility Operating Fund	D-6	140.32	157,702.03
Improvement Authorizations:			
Funded	D-14	411,276.45	555,876.08
Reserve for Encumbrances	D-14	181,609.91	163,009.92
Capital Improvement Fund	D-12	63,460.00	13,460.00
Reserve for Amortization	D-13	5,464,658.52	5,211,112.46
Reserve for Deferred Amortization	D-15	308,532.55	197,532.55
Utility Serial Bonds	D-16	2,655,000.00	2,766,000.00
NJ Environmental Infrastructure Loans Payable	D-17	2,549,932.74	2,803,478.80
Fund Balance	D-2	1,424.19	36,424.19
Total Capital Fund		<u>11,636,034.68</u>	<u>11,904,596.03</u>
Total Liabilities, Reserves and Fund Balance		<u>\$ 12,201,374.96</u>	<u>12,505,740.67</u>

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

**WATER-SEWER UTILITY FUND**

**COMPARATIVE STATEMENT OF OPERATIONS AND**

**CHANGES IN FUND BALANCE**

**REGULATORY BASIS**

	<b><u>Ref.</u></b>	<b><u>2020</u></b>	<b><u>2019</u></b>
<b><u>Revenue and Other Income Realized</u></b>			
Fund Balance Utilized	D-3	\$ 128,638.06	35,000.00
Rents	D-3	959,967.19	1,016,877.29
Miscellaneous Revenue Anticipated	D-3	21,075.85	22,093.48
Water Tower Antenna Lease	D-3	27,217.70	26,731.82
Capital Fund Balance		35,000.00	137,088.21
Other Credits to Income:			
Unexpended Balances of Appropriation Reserves	D-10	56,689.96	60,903.28
Unexpended Balances of Current Budget		42,950.74	
Adjustment of Accounts Payable		18,639.52	
Accrued Interest Payable Cancelled			15,212.77
Total Income		<u>1,290,179.02</u>	<u>1,313,906.85</u>
<b><u>Expenditures</u></b>			
Budget:			
Operating		608,239.25	655,729.21
Capital Improvements		60,000.00	50,916.67
Debt Service		532,638.81	460,507.23
Deferred Charges and Statutory Expenditures		19,760.00	18,500.00
Prior Year Refunds			321.00
Total Expenditures	D-4	<u>1,220,638.06</u>	<u>1,185,974.11</u>
Statutory Excess to Fund Balance		69,540.96	127,932.74
Fund Balance January 1	D	<u>315,683.65</u>	<u>222,750.91</u>
		385,224.61	350,683.65
Decreased by:			
Utilization by Water-Sewer Operating Fund	D-1	<u>128,638.06</u>	<u>35,000.00</u>
Fund Balance December 31	D	<u>\$ 256,586.55</u>	<u>315,683.65</u>

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

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

WATER-SEWER UTILITY FUND

Exhibit D-2

STATEMENT OF CAPITAL FUND BALANCE - REGULATORY BASIS

	<u>Ref.</u>	
Balance December 31, 2019	D	\$ 36,424.19
Decreased by:		
Utilized in Current Year Budget	D-3	<u>35,000.00</u>
Balance December 31, 2020	D	<u>\$ 1,424.19</u>

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

WATER-SEWER UTILITY FUND

Exhibit D-3

STATEMENT OF REVENUES - OPERATING FUND

REGULATORY BASIS

	<u>Anticipated Budget</u>	<u>Realized</u>	<u>Excess or (Deficit)</u>
Fund Balance Anticipated	\$ 128,638.06	128,638.06	-
Rents	1,012,000.00	959,967.19	(52,032.81)
Miscellaneous	20,000.00	21,075.85	1,075.85
Water Tower Antenna Lease	25,000.00	27,217.70	2,217.70
Capital Fund Balance	35,000.00	35,000.00	-
	<u>\$ 1,220,638.06</u>	<u>1,171,898.80</u>	<u>(48,739.26)</u>

Ref.

D-4

D-1

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

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit D-4

WATER-SEWER UTILITY FUND

STATEMENT OF EXPENDITURES - OPERATING FUND

REGULATORY BASIS

	<u>Budget</u>	<u>Budget After Modification</u>	<u>Paid or Charged</u>	<u>Reserved</u>	<u>Unexpended Balance Cancelled</u>
Operating:					
Salaries and Wages	\$ 122,000.00	122,000.00	121,975.27	24.73	
Other Expenses	226,239.25	226,239.25	200,304.22	25,935.03	
Ocean County Utilities Authority	225,000.00	225,000.00	196,246.93	28,753.07	
Insurance	35,000.00	35,000.00	35,000.00	-	
Capital Improvements:					
Capital Improvement Fund	50,000.00	50,000.00	50,000.00	-	
Capital Outlay	10,000.00	10,000.00		10,000.00	
Debt Service:					
Payment of Bond Principal	111,000.00	111,000.00	111,000.00	-	
Interest on Bonds	88,455.81	88,455.81	87,264.21		1,191.60
New Jersey Infrastructure Trust Loans:					
Principal	253,547.00	253,547.00	252,250.74		1,296.26
Interest	79,636.00	79,636.00	39,173.12		40,462.88
Statutory Expenditures:					
Public Retirement System	10,000.00	6,000.00	4,000.00	2,000.00	
Contribution to Social Security System	9,760.00	11,760.00	9,728.55	2,031.45	
Unemployment Compensation Insurance		2,000.00	1,798.65	201.35	
<b>Total Water-Sewer Utility Appropriations</b>	<u>\$ 1,220,638.06</u>	<u>1,220,638.06</u>	<u>1,108,741.69</u>	<u>68,945.63</u>	<u>42,950.74</u>
	Ref. D-3	D-1		D	D-1
Disbursements			\$ 1,021,075.81		
Accrued Interest			38,703.93		
Reserve for Encumbrances			48,961.95		
			<u>\$ 1,108,741.69</u>		

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

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEANCOMPARATIVE STATEMENT OF ASSETS AND LIABILITIES

Exhibit H

REGULATORY BASISDECEMBER 31, 2020 AND 2019

	<u>2020</u>	<u>2019</u>
<b><u>Assets</u></b>		
General Fixed Assets:		
Land	\$ 183,483.00	183,483.00
Buildings and Building Improvements	1,340,350.00	1,340,350.00
Machinery and Equipment	1,833,989.00	1,833,989.00
	<u>\$ 3,357,822.00</u>	<u>3,357,822.00</u>
<b><u>Liabilities</u></b>		
Investment in General Fixed Assets	<u>\$ 3,357,822.00</u>	<u>3,357,822.00</u>

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



**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS**  
**YEAR ENDED DECEMBER 31, 2020****NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES****A. Reporting Entity**

The financial statements of the Borough of Island Heights, County of Ocean, New Jersey (the "Borough"), include every board, body, office or commission supported and maintained wholly or in part by funds appropriated by the Borough as required by N.J.S. 40A:5-5. The financial statements of the Borough do not include the operations of the Board of Education, first aid organization or volunteer fire companies which are subject to separate audits.

The Governmental Accounting Standards Board ("GASB") Statement 14 established criteria to be used to determine which component units should be included in the financial statements of the oversight entity. The criteria differ from the Division of Local Government Services, Department of Community Affairs, State of New Jersey (the "Division") requirements where certain boards, commissions, and agencies of the Borough, by statute or other directive, report separately on their financial statements. The Borough had no component units during 2020.

**B. Descriptions of Funds**

The GASB is the recognized standard-setting body for establishing governmental generally accepted accounting and financial reporting principles.

The accounting policies of the Borough conform to the accounting principles applicable to municipalities which have been prescribed by the Division. Such principles and practices are designed primarily for determining compliance with legal provisions and budgetary restrictions and as a means of reporting on the stewardship of public officials with respect to public funds. Under this method of accounting, the Borough accounts for its financial transactions through the following separate funds which differs from the fund structure required by generally accepted accounting principles ("GAAP"):

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

**Animal Control Trust Fund** - animal license revenues and expenditures.

**Other Trust Fund** - sundry deposits held for satisfactory completion of specific work; receipts and disbursements for dedicated purposes.

**General Capital Fund** - resources, including Federal and State Grants in aid of construction, and expenditures for the acquisition of general capital facilities, other than those acquired through the Current Fund, including the status of bonds and notes authorized for said purposes.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**B. Descriptions of Funds (Continued)**

**Water-Sewer Utility Operating Fund** - revenues and expenditures necessary to operate municipally-owned water supply and sewer collection systems from user fees.

**Water-Sewer Utility Capital Fund** - resources, including Federal and State Grants in aid of construction, and expenditures for the acquisition of water-sewer capital facilities, other than those acquired through the Water-Sewer Utility Operating Fund, including the status of bonds and notes authorized for said purposes.

**Payroll Fund** - receipt and disbursement for payroll costs and payroll taxes.

**General Fixed Assets Account Group** - used to account for fixed assets used in general government operations.

**C. Basis of Accounting**

The accounting principles and practices prescribed for municipalities by the Division differ in certain respects from GAAP applicable to local governmental units. The more significant differences are as follows:

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

**Property Taxes and Other Revenues** - property taxes and other revenues are recognized on a cash basis. Receivables for property taxes and other items that are susceptible to accrual are recorded with offsetting reserves on the balance sheet of the Borough's Current Fund. GAAP requires such revenue to be recognized in the accounting period when they become susceptible to accrual, reduced by an allowance for doubtful accounts.

**Grant Revenues** - Federal and State grants, entitlement or shared revenues received for purposes normally financed through the Current Fund are recognized when anticipated in the Borough's budget. Federal and State grant revenues received for purposes of capital projects financed by capital ordinances are recognized when received. GAAP requires such revenues to be recognized in the accounting period when they become susceptible to accrual.

**Expenditures** - unexpended or uncommitted appropriations, at December 31, are reported as expenditures through the establishment of appropriation reserves unless cancelled by the governing body. GAAP requires expenditures to be recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt, which should be recognized when due.

**Encumbrances** - contractual orders at December 31, are reported as expenditures through the establishment of a reserve for encumbrances. Encumbrances do not constitute expenditures under GAAP.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020****NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)****C. Basis of Accounting (Continued)**

**Appropriation Reserves** - are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding year. Lapsed appropriation reserves are recorded as additions to income. Appropriation reserves do not exist under GAAP.

**Deferred Charges** - the regulatory basis of accounting utilized by the Borough requires that certain expenditures be deferred, and raised as items of appropriation in budgets of succeeding years. These deferred charges include the two general categories, overexpenditures and emergency appropriations. Overexpenditures occur when expenditures recorded as "paid or charged" exceed available appropriation balances. Emergency appropriations occur when, subsequent to the adoption of a balanced budget, the governing body authorizes the establishment of additional appropriations based on unforeseen circumstances or for other special purposes as defined by statute. Overexpenditures and emergency appropriations are deducted from total expenditures in the calculation of operating results and are established as assets for Deferred Charges on the respective balance sheets. GAAP does not permit the deferral of overexpenditures to succeeding budgets. In addition, GAAP does not recognize expenditures based on the authorization of an appropriation. Instead, the authorization of special purpose expenditures, such as the preparation of tax maps or revaluation of assessable real property, would represent the designation of fund balance. The status of deferred charges at December 31, 2020 is set forth in Note 9.

**Compensated Absences** - expenditures relating to obligations for unused vested accumulated vacation and sick pay are not recorded until paid. GAAP requires that the amount which would normally be liquidated with expendable available financial resources be recorded as an expenditure in the Current Fund and the remaining obligations be recorded as a long-term obligation. The expenditures in the Water-Sewer Utility Operating Fund would be on a full accrual basis. The compensated absence liability at December 31, 2020 is set forth in Note 4.

**Property Acquired for Taxes** - is recorded in the Current Fund at the assessed valuation when such property was acquired and fully reserved. GAAP requires such property to be recorded at its market value.

**Sale of Municipal Assets** - Cash proceeds from the sale of Borough owned property may be reserved until utilized as an item of anticipated revenue in a subsequent year budget. Year end balances of such proceeds are reported as a cash liability in the Current Fund. GAAP requires that revenue be recognized in the accounting period that the terms of sales contracts become legally enforceable.

**Interfunds** - advances in the Current Fund are reported as interfund receivables with offsetting reserves which are created by charges to operations. Income is recognized in the year the receivables are liquidated. GAAP does not require the establishment of an offsetting reserve.

**Inventories of Supplies** - The costs of inventories of supplies for all funds are recorded as expenditures at the time individual items are purchased. The costs of inventories are not included on the various balance sheets. GAAP requires that the cost of inventories be reflected on the balance sheet until utilized and expended.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)****YEAR ENDED DECEMBER 31, 2020****NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)****C. Basis of Accounting (Continued)**

**General Fixed Assets** - In accordance with the New Jersey Administrative Code, which differs in certain respects from GAAP, the Borough has developed a fixed assets accounting and reporting system. Fixed assets acquired prior to 2000 are based on an inspection and appraisal prepared by an independent firm. All general fixed assets acquired after 2000 are recorded at cost. Capital leases are not reported in the General Fixed Assets Account Group as required by GAAP.

Fixed assets used in governmental operations (general fixed assets) are required to be 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.

GAAP does not require utilization of a general fixed asset account group.

All fixed assets are required to be valued at historical cost or estimated historical cost if actual historical cost is not available.

Depreciation is not recorded in the General Fixed Assets Account Group.

Expenditures for construction in progress are required to be 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.

**Utility Fixed Assets** - Accounting for utility fund "fixed capital" remains unchanged.

Property and equipment purchased by the Water-Sewer 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. Contribution 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 represent charges to operations for the costs of acquisitions of property, equipment and improvements.

Property and equipment of the Water-Sewer Utility Fund are not depreciated. Principal payments for Water-Sewer Utility debt are recorded as expenditures in the Water-Sewer utility Statement of Operations.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

**C. Basis of Accounting (Continued)**

**Utility Fixed Assets (Continued)**

During 2013 the Borough contracted with an outside vendor in order to establish a fixed asset inventory. There was no change to the Borough's asset inventory during 2020. The estimated historic value of the Borough's fixed assets at 2020 and 2019 are as follows:

	<b><u>Balance</u></b> <b><u>Dec. 31, 2020</u></b>	<b><u>Balance</u></b> <b><u>Dec. 31, 2019</u></b>
General Fixed Assets Account Group:		
Land	\$ 183,483	\$ 183,483
Building	1,340,350	1,340,350
Equipment	1,833,989	1,833,989
Water-Sewer Utility Fund:		
Fixed Capital	8,220,915	8,220,915
Fixed Capital Authorized and Uncompleted	<u>2,757,209</u>	<u>2,757,209</u>
	<b><u>\$ 14,335,946</u></b>	<b><u>\$ 14,335,946</u></b>

**D. Financial Statements**

The GASB Codification requires the financial statements of a governmental unit to be presented in accordance with GAAP. The Borough presents its financial statements in accordance with another comprehensive basis of accounting as promulgated by the Division which differs from the financial statements required by GAAP. In addition, the Division requires the financial statements to be referenced to the supplementary schedules. This practice differs from GAAP.

**E. Budgets and Budgetary Accounting**

An annual budget is required to be adopted and integrated into the accounting system to provide budgetary control over revenues and expenditures. Budget amounts presented in the accompanying financial statements represent amounts adopted by the Borough and approved by the Division in accordance with applicable statutes.

**F. Subsequent Events**

The Borough has evaluated subsequent events occurring after December 31, 2020 through the date of September 27, 2021, which is the date the financial statements were available to be issued.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 2. CASH AND CASH EQUIVALENTS**

**A. Deposits**

New Jersey statutes permit the deposit of public funds in institutions located in New Jersey which are insured by the Federal Deposit Insurance Corporation ("FDIC"), or by any other agencies of the United States that insure deposits or the State of New Jersey Cash Management Fund.

New Jersey statutes require public depositories to maintain collateral for deposits of public funds that exceed insurance limits as follows:

The market value of the collateral must equal five percent of the average daily balance of public funds; or

If the public funds deposited exceed 75 percent of the funds of the depository, the depository must provide collateral having a market value equal to 100 percent of the amount exceeding 75 percent.

All collateral must be deposited with the Federal Reserve Bank, the Federal Home Loan Bank Board or a banking institution that is a member of the Federal Reserve System and has capital funds of not less than \$25,000,000.

At year-end, the carrying amount of the Borough's deposits was \$4,300,233 the bank balance amount was \$4,364,246. Of this amount \$250,000 was covered by federal depository insurance and a collateral pool under New Jersey's Governmental Unit Deposit Protection Act covered \$4,114,246.

**B. Investments**

a. When authorized by a cash management plan approved pursuant to N.J.S. 40A:5-14, the Borough may use available funds for the purchase of the following types of securities which, if suitable for registry, may be registered in the name of the Borough:

- (1) Bonds or other obligations of the United States or obligations guaranteed by the United States.
- (2) Government money market mutual funds.
- (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor.
- (4) Bonds or other obligations of the Borough, or bonds or other obligations of school districts of which the Borough is a part or within which the school district is located.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**

**YEAR ENDED DECEMBER 31, 2020**

**NOTE 2. CASH AND CASH EQUIVALENTS (CONTINUED)**

**B. Investments (Continued)**

- a. (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investments, New Jersey Department of the Treasury.
- (6) Municipal investment pools.
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c. 281; or
- (8) Agreements for the repurchase of fully collateralized securities, if:
- (a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this section;
  - (b) the custody of collateral is transferred to a third party;
  - (c) the maturity of the agreement is not more than 30 days;
  - (d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c. 236 (C.17:9-41);
  - (e) a master repurchase agreement providing for the custody and security of collateral is executed.

b. Any investment instruments in which the security is not physically held by the Borough shall be covered by a third party custodial agreement, which shall provide for the designation of such investments in the name of the Borough and prevent unauthorized use of such investments.

c. Investments are further regulated and restricted in accordance with N.J.S. 40A:5-15.1.

The State of New Jersey Cash Management Fund is authorized by statute and regulations of the State Investment Council to invest in fixed income and debt securities which mature within one year. Collateralization of Fund investments is generally not required. "Other Than State" participants contribute up to one tenth of one percent per year of the value of the aggregate units owned by them to establish a Reserve Fund, which is supplemented by the proportional interest of "Other Than State" participants in gains on investment transactions realized. The Reserve Fund is available to cover losses of "Other Than State" participants occasioned by the bankruptcy of an issuer of an investment held by the Fund and losses on sales of securities.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 2. CASH AND CASH EQUIVALENTS (CONTINUED)**

**C. Cash Management Plan**

In accordance with N.J.S. 40A:5-14, every Borough shall adopt a cash management plan and shall deposit and invest its funds pursuant to that plan. The plan shall be approved annually by majority vote of the governing body and may be modified from time to time in order to reflect changes in federal or state law or regulations. The chief financial officer shall be charged with administering the plan.

When an investment in bonds maturing in more than one year is authorized, the maturity of those bonds shall approximate the prospective use of the funds invested.

The plan also requires a monthly report to the governing body summarizing all investments made or redeemed since the previous report and shall include, at a minimum, the specific detailed information as set forth in the statute.

**D. Credit Risk Categories**

All bank deposits and investments as of the balance sheet date are classified as to credit risk by the following categories described below:

<u>Depository Account</u>	<u>Bank Balance</u>	
	<u>2020</u>	<u>2019</u>
Insured:		
FDIC	\$ 250,000	\$ 250,000
GUDPA	4,114,246	4,384,810
	<u>\$ 4,364,246</u>	<u>\$ 4,634,810</u>

**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 Borough does not have a formal policy for custodial credit risk.

State law limits investments as noted above.

During the year, the Borough had none of its idle funds invested in repurchase agreements collateralized by eligible securities. At the close of the year, no such investments were held by the Borough.



**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020****NOTE 2. CASH AND CASH EQUIVALENTS (CONTINUED)****E. Interest Rate Risk**

New Jersey municipal units are limited as to the types of investments and types of financial institutions they may invest in. N.J.S.A. 40A:5-15.1 provides a list of permissible investments that may be purchased by New Jersey municipal units. These permissible investments generally include bonds or other obligations of the United States of America or obligations guaranteed by the United States of America; government money market mutual funds; any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress; bonds or other obligations of the local unit or bonds or other obligations of school districts of which the local unit is a part or within which the school district is located; bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Local Government Services in the Department of Community Affairs for investment by local units; local government investment pools; deposits with the State of New Jersey Cash Management Fund; and agreements for the purchase of fully collateralized securities with certain provisions. The Borough has no investment policy that would further limit its investment choices.

**NOTE 3. DEBT**

The Local Bond Law governs the issuance of bonds and notes to finance general municipal capital expenditures. Bonds are retired in serial installments within the statutory period of usefulness. Bonds issued by the Borough are general obligation bonds, backed by the full faith and credit of the Borough. Bond anticipation notes are issued to temporarily finance capital projects, prior to the issuance of serial bonds. The term of the notes cannot exceed one year but the notes may be renewed from time to time for a period not exceeding one year. All such notes must be paid no later than the tenth anniversary of the date of the original note. The State of New Jersey also prescribes that on or before the third anniversary date of the original note a payment of at least equal to the first legally payable installment of the bonds in anticipation of which such notes were issued be paid.

A second legal installment must be paid if the notes are to be renewed beyond the fourth anniversary date of the original issuance and so on. Tax anticipation notes are issued if the cash on hand is not sufficient to carry on normal operations of the Borough at any time during the year. Such notes are authorized by a resolution adopted by the governing body.

**A. Long-Term Debt**

The Borough's long-term debt is summarized as follows:

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 3. DEBT (CONTINUED)**

**A. Long-Term Debt (Continued)**

**General Capital Fund**

2.00% to 2.50% General Improvement Bonds, Series 2011 issued November 30, 2011 for \$1,623,000, installment maturities to November 30, 2021. (Term bond due November 30, 2026).	\$ 648,000
4.00% General Obligation Bonds, Series 2019 issued December 5, 2019 for \$340,000, installment maturities to December 1, 2029	<u>315,000</u>
	\$ <u>963,000</u>

The bonds mature serially in installments to the year 2029, Debt service requirements during the next five fiscal years and thereafter are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>
2021	\$ 133,000	35,500
2022	25,000	31,850
2023	25,000	30,850
2024	30,000	27,850
2025	30,000	25,850
2026-2029	<u>720,000</u>	<u>44,250</u>
	\$ <u>963,000</u>	\$ <u>196,150</u>

**Green Trust Loan Program**

The Borough has a low interest (2%) loan under the New Jersey Department of Environmental Protection's Green Trust Loan Program. The \$600,000 loan for the River Avenue Boardwalk was finalized on June 27, 2007. The Borough must repay the loan in semi-annual installments over twenty years. Loan payments are due through 2026.

Debt service requirements during the next five fiscal years and thereafter are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>
2021	\$ 33,609	3,701
2022	34,285	3,025
2023	34,974	2,336
2024	35,677	1,633
2025	36,393	916
2026	<u>18,470</u>	<u>185</u>
	\$ <u>193,408</u>	\$ <u>11,796</u>

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)****YEAR ENDED DECEMBER 31, 2020****NOTE 3. DEBT (CONTINUED)****A. Long-Term Debt (Continued)****Water-Sewer Utility Capital Fund**

2.00% to 2.50% General Improvement Bonds, Series 2011 issued November 30, 2011 for \$754,000, installment maturities to November 30, 2021. (Term bond due November 30, 2026).	\$ 295,000
2.45% to 4.00% General Obligation Bonds, Series 2019 issued December 5, 2019 for \$2,420,000, installment maturities to December 1, 2044.	<u>2,360,000</u>
	\$ <u>2,655,000</u>

The bonds mature serially in installments to the year 2044. Debt service requirements during the next five fiscal years and thereafter are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>
2021	\$ 111,000	85,735
2022	60,000	82,060
2023	60,000	79,660
2024	60,000	77,260
2025	60,000	74,860
2026-2030	739,000	262,656
2031-2035	590,000	178,412
2036-2040	555,000	111,552
2041-2044	<u>420,000</u>	<u>35,910</u>
	\$ <u>2,655,000</u>	\$ <u>988,105</u>

The Borough has four loans with the New Jersey Infrastructure Program to fund utility upgrades. The New Jersey Infrastructure Fund Loans amounting to \$198,500 and \$2,451,000 are payable semi-annually till 2026 and 2030, respectively, with no interest. The New Jersey Infrastructure Trust Loans amounting to \$205,000 and \$2,275,000 are payable semi-annually commencing in 2008 till 2026 and 2013 till 2030, respectively. Interest rates vary between 4% to 5% for the loan in the amount of \$205,000. The interest rate for the second Trust Loan is 5%. The loan proceeds were received in 2007 for the first Trust and Fund Loans issued. To date the Borough has received partial funding from the Trust and Fund Loans that closed during 2011.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 3. DEBT (CONTINUED)**

**A. Long-Term Debt (Continued)**

**Water-Sewer Utility Capital Fund (Continued)**

Debt service requirements during the next five fiscal years and thereafter are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>
2021	\$ 258,293	76,194
2022	271,196	70,031
2023	280,804	63,413
2024	285,401	56,275
2025	289,926	43,661
2026-2030	<u>1,164,313</u>	<u>130,250</u>
	\$ <u>2,549,933</u>	\$ <u>439,824</u>

**B. Short-Term Debt**

**General Capital Fund**

The Borough had no outstanding bond anticipation notes at December 31, 2020.

**C. Bonds and Notes Authorized but not Issued**

At December 31 the Borough had authorized but not issued bonds and notes as follows:

General Capital Fund	<u>2020</u>	<u>2019</u>
	\$ 295,937	\$ 593,307
Water-Sewer Utility Capital Fund	-0-	-0-

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 3. DEBT (CONTINUED)**

**D. Borrowing Power**

New Jersey statutes limit the debt of a Borough to 3.5% of the average of the last three preceding years equalized valuations of the taxable real estate and improvements. The Borough's statutory net debt at December 31, 2020 was .474%. The Borough's remaining borrowing power is 3.026%.

**E. Summary of Debt Activity**

During 2020 the following changes occurred in the outstanding debt of the Borough:

	<u>Balance</u> <u>Jan. 1, 2020</u>	<u>Issued</u>	<u>Paid</u>	<u>Balance</u> <u>Dec. 31, 2020</u>
General Debt:				
Serial Bonds	\$ 1,096,000	\$	\$ 133,000	\$ 963,000
Green Trust Loan	226,354		32,946	193,408
Water-Sewer:				
Serial Bonds	2,766,000		111,000	2,655,000
NJFIT	2,803,479		253,546	2,549,933
	<u>\$ 6,891,833</u>	<u>\$</u>	<u>\$ 530,492</u>	<u>\$ 6,361,341</u>

**Summary of Municipal Debt**

	<u>2020</u>	<u>2019</u>	<u>2018</u>
<b><u>Issued</u></b>			
General:			
Bonds, Notes and Loans	\$ 1,156,408	\$ 1,322,354	\$ 1,601,652
Water-Sewer Utility:			
Bonds, Notes and Loans	5,204,933	5,569,479	4,317,278
Total Issued	<u>6,361,341</u>	<u>6,891,833</u>	<u>5,918,930</u>
<b><u>Authorized but not Issued</u></b>			
General:			
Bonds and Notes	295,938	593,307	204,164
Water-Sewer Utility:			
Bonds and Notes			942,417
Total Authorized but not Issued	<u>295,938</u>	<u>593,307</u>	<u>1,146,581</u>
Net Bonds and Notes Issued and Authorized but not Issued	<u>\$ 6,657,279</u>	<u>\$ 7,485,140</u>	<u>\$ 7,065,511</u>

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)****YEAR ENDED DECEMBER 31, 2020****NOTE 3. DEBT (CONTINUED)****E. Summary of Debt Activity (Continued)****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 .474%

	<b>Gross Debt</b>	<b>Deductions</b>	<b>Net Debt</b>
Local School Debt	\$ 2,778,000	\$ 2,778,000	\$
Regional School Debt	11,366	11,366	
General Debt	1,749,715		1,749,715
Water-Sewer Utility Debt	5,526,815	5,526,815	
	<u>\$ 10,065,896</u>	<u>\$ 8,316,181</u>	<u>\$ 1,749,715</u>

Net Debt \$1,749,715 divided by Equalized Valuation basis per N.J.S.A. 40A:2-6 as amended \$368,854,234 = .474%.

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

3.5% of Equalized Valuation Basis (Municipal)	\$ 12,909,898
Net Debt	<u>1,749,715</u>
Remaining Borrowing Power	<u>\$ 11,160,183</u>

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

Cash Receipts from Fees, Rents and Other Charges		\$ 1,171,899
Deductions:		
Operating and Maintenance Costs	\$ 627,998	
Debt Service	<u>532,639</u>	
Total Deductions		<u>1,160,637</u>
Excess in Revenue		<u>\$ 11,262</u>

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 4. ACCRUED SICK AND VACATION BENEFITS**

As discussed in Note 1 and in accordance with accounting principles prescribed by the State of New Jersey, the cash basis of accounting is followed for recording the Borough's liability related to unused vacation and sick pay. The Borough permits certain employees within limits to accumulate unused vacation and sick pay, which may be taken as time off or paid at a later date at an agreed upon rate. The estimated current cost of such unpaid compensation approximates \$74,020 and \$72,632 at December 31, 2020 and 2019, respectively. In accordance with New Jersey accounting principles, this amount is not reported as an expenditure or liability in the accompanying financial statements.

**NOTE 5. FUND BALANCES APPROPRIATED**

The fund balances at December 31 which have been appropriated and included as anticipated revenue in the proposed municipal budget for the year ending December 31 of the succeeding years are as follows:

	<u>2020</u>	<u>2019</u>
Current Fund	\$ 680,000	\$ 449,000
Water-Sewer Utility Operating Fund	237,620	128,638

**NOTE 6. PROPERTY TAXES**

**Comparison of Tax Rate Information**

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

	<u>2020</u>	<u>2019</u>	<u>2018</u>
Tax Rate	\$ <u>2.006</u>	\$ <u>1.891</u>	\$ <u>1.906</u>
Apportionment of Tax Rate			
Municipal	.545	.537	.556
County	.409	.402	.411
Regional School	.402	.337	.354
Local School	.650	.615	.585
Assessed Valuation			
2020	\$ 369,843,430		
2019		\$ 369,544,341	
2018			\$ 347,893,775

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)****YEAR ENDED DECEMBER 31, 2020****NOTE 6. PROPERTY TAXES (Continued)****Comparison of Tax Levies and Collection Currently**

<u>Year</u>	<u>Tax Levy</u>	<u>Currently</u>	
		<u>Collection</u>	<u>Percentage of Collection</u>
2020	\$ 7,458,026	7,292,917	97.79%
2019	7,005,746	6,827,650	97.46%
2018	6,650,279	6,507,251	97.85%

**Delinquent Taxes and Tax Title Liens**

<u>Year Ended December 31</u>	<u>Amount of Title Liens</u>	<u>Amount of Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage of Tax Levy</u>
2020	\$ 49,035	132,616	181,651	2.44%
2019	36,650	151,365	188,015	2.68%
2018	21,316	126,994	148,310	2.23%

**NOTE 7. TAXES AND WATER-SEWER CHARGES COLLECTED IN ADVANCE**

Taxes and water-sewer charges collected in advance set forth as cash liabilities in the financial statements, are as follows:

	<u>Balance December 31</u>	
	<u>2020</u>	<u>2019</u>
Prepaid Taxes	\$ 52,098	69,429
Prepaid Water-Sewer Charges	-0-	-0-

**NOTE 8. ASSESSMENT AND COLLECTION OF PROPERTY TAXES**

New Jersey statutes require that taxable valuation of real property be prepared by the Borough Tax Assessor as of October 1 in each year and filed with the County Board of Taxation (the "Board") by January 10 of the following year. Upon the filing of certified adopted budgets by the Borough, Regional and Local School Districts, and County, the tax rate is struck by the Board based on the certified amounts in each of the taxing districts for collection to fund the budgets. Pursuant to statute, this process is to be completed on or before May 3, with a completed duplicate of the tax rolls to be delivered to the Borough Tax Collector (the "Collector") on or before May 13th.



**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)****YEAR ENDED DECEMBER 31, 2020****NOTE 8. ASSESSMENT AND COLLECTION OF PROPERTY TAXES (Continued)**

Tax bills are prepared then mailed by the Collector of the Borough annually and set forth the final tax for the tax year. The bill contains a credit for preliminary amounts billed previously with the balance payable in equal installments on August 1st and November 1st of the tax year. In addition the property owner receives a preliminary bill for the succeeding year based on one half of the prior year's tax. The preliminary payments are due and payable on February 1st and May 1st. The N.J. Statutes allow a grace period of 10 days for each payment period and the Borough granted this option to taxpayers. Taxes become delinquent if not paid on the installment dates and become subject to interest penalties of 8% or 18% of the amount delinquent. If taxes are delinquent on or after April 1st of the succeeding year, the delinquent amount is subject to "Tax Sale" which places a tax lien on the property allowing the holder to enforce the tax lien by collection or foreclosure. New Jersey property tax laws establish a tax lien on real estate as of January 1st of the current tax year even though the amount due is not known.

**NOTE 9. DEFERRED CHARGES TO FUTURE TAXATION FUNDED AND UNFUNDED**

Upon the authorization of capital projects, the Borough establishes deferred charges for the cost of the capital projects to be raised by future taxation. Funded deferred charges relate to permanent debt issued, whereas unfunded deferred charges relate to temporary or non-funding of the authorized cost of capital projects. According to the New Jersey Statutes Annotated 40A:2-4, the Borough may levy taxes on all taxable property within the local unit to repay the debt. Annually, the Borough raises the debt requirements for the particular year in the current budget. As funds are raised, the deferred charges are reduced.

**NOTE 10. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS****General Information about the OPEB Plan**

The following is the latest information available from the State of New Jersey Regarding the Post Employment Benefits other than pensions.

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

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)****YEAR ENDED DECEMBER 31, 2020****NOTE 10. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (Continued)**

The Plan provides medical and prescription drug to retirees and their covered dependents of the participating employers. Under the provisions of Chapter 88, P.L. 1974 and Chapter 48, P.L. 1999, local government employers electing to provide postretirement medical coverage to their employees must file a resolution with the Division. Under Chapter 88, local employers elect to provide benefit coverage based on the eligibility rules and regulations promulgated by the State Health Benefits Commission. Chapter 48 allows local employers to establish their own age and service eligibility for employer paid health benefits coverage for retired employees. Under Chapter 48, the employer may assume the cost of postretirement medical coverage for employees and their dependents who: 1) retired on a disability pension; or 2) retired with 25 or more years of service credit in a State or locally administered retirement system and a period of service of up to 25 years with the employer at the time of retirement as established by the employer; or 3) retired and reached the age of 65 with 25 or more years of service credit in a State or locally administered retirement system and a period of service of up to 25 years with the employer at the time of retirement as established by the employer; or 4) retired and reached age 62 with at least 15 years of service with the employer. Further, the law provides that the employer paid obligations for retiree coverage may be determined by means of a collective negotiations agreement.

In accordance with Chapter 330, P.L. 1997, which is codified in N.J.S.A 52:14-17.32i, the State provides medical and prescription coverage to local police officers and firefighters, who retire with 25 years of service or on a disability from an employer who does not provide postretirement medical coverage. Local employers were required to file a resolution with the Division in order for their employees to qualify for State-paid retiree health benefits coverage under Chapter 330. The State also provides funding for retiree health benefits to survivors of local police officers and firefighters who die in the line of duty under Chapter 271, P.L.1989.

Pursuant to Chapter 78, P.L. 2011, future retirees eligible for postretirement medical coverage who have less than 20 years of creditable service on June 28, 2011 will be required to pay a percentage of the cost of their health care coverage in retirement provided they retire with 25 or more years of pension service credit. The percentage of the premium for which the retiree will be responsible will be determined based on the retiree's annual retirement benefit and level of coverage.

**Basis of Presentation**

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

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)****YEAR ENDED DECEMBER 31, 2020****NOTE 10. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (CONTINUED)****Allocation Methodology**

GASB Statement No. 75 requires participating employers in the Plan to recognize their proportionate share of the collective net OPEB liability, collective deferred outflows of resources, collective deferred inflows of resources, and collective OPEB expense. The special funding situation's and nonspecial funding situation's net OPEB liability, deferred outflows of resources, deferred inflows of resources, and OPEB expense are based on separately calculated total OPEB liabilities. For the special funding situation and the nonspecial funding situation, the total OPEB liabilities for the year ended June 30, 2019 were \$5,525,718,739 and \$8,020,352,361, respectively. The nonspecial funding situation's net OPEB liability, deferred outflows of resources, deferred inflows of resources, and OPEB expense are further allocated to employers based on the ratio of the plan members of an individual employer to the total members of the Plan's nonspecial funding situation during the measurement period July 1, 2018 through June 30, 2019. Employer and nonemployer allocation percentages have been rounded for presentation purposes; therefore, amounts presented in the schedule of OPEB amounts by employer and nonemployer may result in immaterial differences.

**Net OPEB Liability**

The total OPEB liability as of June 30, 2019 was determined by an actuarial valuation as of June 30, 2018, which was rolled forward to June 30, 2019. The actuarial assumptions vary for each plan member depending on the pension plan the member is enrolled in. This actuarial valuation used the following actuarial assumptions, applied to all periods in the measurement:

Inflation Rate	2.50%
Salary Increases*:	
Public Employees' Retirement System	
Through 2026	2.00% to 6.00%
Thereafter	3.00% to 7.00%
Police and Firemen's Retirement System	
Rate for All Future Years	3.25% to 15.25%

\*Salary increases are based on years of service with the respective plan.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**

**YEAR ENDED DECEMBER 31, 2020**

**NOTE 10. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (CONTINUED)**

**OPEB Obligation and OPEB Expense**

The State's proportionate share of the total Other Post-Employment Benefits Obligations, attributable to the Borough's as of June 30, 2019 was \$1,112,106. The Borough's proportionate share was \$1,211,290.

The OPEB Obligation was measured as of June 30, 2019, and the total OPEB Obligation used to calculate the OPEB Obligation was determined by an actuarial valuation as of July 1, 2018, which was rolled forward to June 30, 2019. The State's proportionate share of the OPEB Obligation associated with the Borough was based on projection of the State's long-term contributions to the OPEB plan associated with the Borough relative to the projected contributions by the State associated with all participating Municipalities, actuarially determined. At June 30, 2019, the State proportionate share of the OPEB Obligation attributable to the Borough was 0.008942%, which was an increase of .001217% from its proportion measured as of June 30, 2018.

For the fiscal year ended June 30, 2019, the State of New Jersey recognized an OPEB expense in the amount of \$(24,930) for the State's proportionate share of the OPEB expense attributable to the Borough. This OPEB expense was based on the OPEB plans June 30, 2019 measurement date.

Preretirement mortality rates were based on the RP-2006 Headcount-Weighted Healthy Employee Male/Female mortality table with fully generational mortality improvement projections from the central year using the MP-2017 scale. Postretirement mortality rates were based on the RP-2006 Headcount-Weighted Healthy Annuitant Male/Female mortality table with fully generational improvement projections from the central year using the MP-2017 scale. Disability mortality was based on the RP-2006 Headcount Weighted Disabled Male/Female mortality table with fully generational improvement projections from the central year using the MP-2017 scale.

Certain actuarial assumptions used in the June 30, 2018 valuation were based on the results of the pension plans' experience studies for which the members are eligible for coverage under this Plan – the Police and Firemen Retirement System (PFRS) and the Public Employees' Retirement System (PERS). The PFRS and PERS experience studies were prepared for the periods July 1, 2010 to June 30, 2013 and July 1, 2011 to June 30, 2014, respectively.

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

**Health Care Trend Assumptions**

For pre-Medicare preferred provider organization (PPO) and health maintenance organization (HMO) medical benefits, the trend rate is initially 5.8% and decreases to a 5.0% long-term trend rate after eight years. For self-insured post-65 PPO and HMO medical benefits, the trend rate is 4.5%. For prescription drug benefits, the initial trend rate is 8.0% decreasing to a 5.0% long-term trend rate after seven years. The Medicare Advantage trend rate is 4.5% and will continue in all future years.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020****NOTE 10. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (CONTINUED)****Discount Rate**

The discount rate for June 30, 2019 was 3.50%. This represents the municipal bond return rate as chosen by the State. The source is the Bond Buyer Go 20-Bond Municipal Bond Index, which includes tax exempt general obligation municipal bonds with an average rating of AA/Aa or higher. As the long-term rate of return is less than the municipal bond rate, it is not considered in the calculation of the discount rate, rather the discount rate is set at the municipal bond rate.

**Sensitivity of Net OPEB Liability to Changes in the Discount Rate**

The following presents the collective net OPEB liability of the participating employers as of June 30, 2018, calculated using the discount rate as disclosed above as well as what the collective net OPEB 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:

	<u>At 1% Decrease (2.50)</u>	<u>At Discount Rate (3.50)</u>	<u>At 1% Increase (4.50)</u>
State of New Jersey's Proportionate Share of Total OPEB Obligation Associates with the Borough	\$ 1,400,559	\$ 1,211,290	\$ 1,057,483
State of New Jersey's Total Non-employer OPEB Liability	15,662,704,137	13,546,071,100	11,826,026,995

**Sensitivity of Net OPEB Liability to Changes in the Healthcare Trend Rate**

The following presents the net OPEB liability as of June 30, 2019, calculated using the healthcare trend rate as disclosed above as well as what the net OPEB liability would be if it was calculated using a healthcare trend rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	<u>1% Decrease</u>	<u>Healthcare Cost Trend Rate</u>	<u>1% Increase</u>
State of New Jersey's Proportionate Share of Total OPEB Obligation Associates with the Borough	\$ 1,022,179	\$ 1,211,290	\$ 1,452,532
State of New Jersey's Total Non-employer OPEB Liability	11,431,214,644	13,546,071,100	16,243,926,531

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)****YEAR ENDED DECEMBER 31, 2020****NOTE 10. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (CONTINUED)**

**Additional Information** - The following is a summary of the collective balances of the local group at June 30, 2019:

	<u>Dec. 31, 2019</u>	<u>Dec. 31, 2018</u>
Collective Deferred Outflows of Resources	\$ 2,780,762,969	\$ 2,115,007,508
Collective Deferred Inflows of Resources	11,531,430,224	9,261,653,464
Collective Net Pension Liability	13,546,071,100	15,666,618,141
 Borough's Portion	 0.008942%	 0.007725%

The collective amounts reported as a deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

<u>Year Ending June 30</u>	
2020	\$ (1,425,201,517)
2021	(1,425,201,517)
2022	(1,426,076,187)
2023	(1,427,489,995)
2024	(1,428,791,861)
Thereafter	<u>(1,617,916,178)</u>
	 \$ <u>(8,750,677,255)</u>

**Changes in Proportion**

The previous amounts do not include employer specific deferred outflows of resources and deferred inflow of resources related to the changes in proportion. These amounts should be recognized (amortized) by each employer over the average remaining service lives of all plan members, which is 8.05 and 8.14 years for the 2019 and 2018 amounts, respectively.

**Plan Membership**

At June 30, 2018, the Program membership consisted of the following:

Active Plan Members	\$ <u>63,032</u>
Retirees Currently Receiving Benefits	<u>27,871</u>
	 \$ <u>90,903</u>

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)****YEAR ENDED DECEMBER 31, 2020****NOTE 10. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (CONTINUED)****Changes in the Total OPEB Liability**

The change in the State's Total OPEB liability for the fiscal year ended June 30, 2019 (measurement date June 30, 2018) is as follows:

	<b><u>2019</u></b>
Service Cost	\$ 666,574,660
Interest on the Total OPEB Liability	636,082,461
Change in Benefit Terms	(1,903,958)
Differences Between Expected and Actual Experience	(1,399,921,930)
Changes of Assumptions	(1,635,760,217)
Contributions from the Employer	(346,415,056)
Contributions from Non-Employer Contribution Entity	(43,854,500)
Net Investment Income	(4,826,936)
Administrative Expense	9,478,435
Net Change in Total OPEB Liability	<u>(2,120,547,041)</u>
Total OPEB Liability (Beginning)	<u>15,666,618,141</u>
Total OPEB Liability (Ending)	<u>\$ 13,546,071,100</u>

**Special Funding Situation**

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

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

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 10. POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (CONTINUED)**

**Special Funding Situation (Continued)**

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

Additionally, the State's proportionate share of the OPEB liability attributable to the Borough is \$1,112,106 as of December 31, 2019. The OPEB liability was measured as of June 30, 2019. The total OPEB liability used to calculate the OPEB liability was determined using update procedures to roll forward the total OPEB liability from an actuarial valuation as of July 1, 2018, to the measurement date of June 30, 2019. The State's proportion of the OPEB liability associated with the Borough was based on a projection of the Borough's long-term share of contributions to the OPEB plan relative to the projected contributions of all participating members, actuarially determined. The State's proportion measured as of June 30, 2019 was 0.020126%, which was an increase of 0.002530% from its proportion measured as of June 30, 2018. At December 31, 2019, the Borough's and the State of New Jersey's proportionate share of the OPEB liability were as follows:

Borough's Proportionate Share of OPEB Liability	\$ 1,211,290
State of New Jersey's Proportionate Share of OPEB Liability Associated with the Borough	<u>1,112,106</u>
	\$ <u>2,323,396</u>

At December 31, 2019, the State's proportionate share of the OPEB expense, associated with the Borough, calculated by the plan as of the June 30, 2019 measurement date was \$14,741.



**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)****YEAR ENDED DECEMBER 31, 2020****NOTE 11. SCHOOL TAXES**

Regional and Local District School Taxes have been raised and liabilities deferred. Section 13 of P.L. 1991, C. 63 required that any Borough that levied school taxes on a school year basis shall defer from the 1991 municipal purposes tax levy at least 25% of the amount allowable to be deferred (which is 50% (fifty percent) of the levy). The remainder of the allowable amount shall be deferred from the levy in each of the next three years (1992-1994). The amounts so deferred shall be regarded as fund balance and shall be used to offset the local property tax levy for local purposes. In 1992 at least 50% of the amount allowable to be deferred from the 1992 tax levy was required to offset the 1993 local property tax levy and the total amount of deferral at December 31, 1993 was 75% of the amount allowable to be deferred based on the 1993 tax levy.

In 1994 Section 13, P.L. 1991, C. 63 was amended to provide municipalities with the option to determine the percentage if any of the amount allowable to be deferred to offset the local property tax levy for local purposes.

	<b><u>Regional District School Tax</u></b>		<b><u>Local District School Tax</u></b>	
	<b><u>Balance December 31</u></b>		<b><u>Balance December 31</u></b>	
	<b><u>2020</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>	<b><u>2019</u></b>
Balance of Tax	\$ 708,994	\$ 591,436	\$ 1,191,091	\$ 1,127,113
Deferred	<u>250,000</u>	<u>250,000</u>	<u>555,000</u>	<u>555,000</u>
Tax Payable	\$ <u>458,994</u>	\$ <u>341,436</u>	\$ <u>636,091</u>	\$ <u>572,113</u>

**NOTE 12. RISK MANAGEMENT**

The Borough is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Borough is a member of the Ocean County Municipal Joint Insurance Fund, and the Municipal Excess Liability Fund, public entity risk pools currently operating as a common risk management and insurance programs for municipalities within the state. The Borough pays an actuarially determined annual assessment to Ocean County Municipal Joint Insurance Fund for its insurance coverage and that of the Municipal Excess Liability Fund. Supplemental assessments may be levied to supplement the funds. The Borough has not been notified on any supplemental assessments.

Settled claims resulting from these risks have not exceeded insurance coverage in any of the past three years.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020****NOTE 13. CONTINGENT LIABILITIES****State and Federal Financial Assistance**

The Borough receives financial assistance from the State of New Jersey and the U.S. government in the form of grants. Entitlement to the funds is generally conditional upon compliance with terms and conditions of the financial assistance agreements and applicable regulations, including the expenditure of the funds for eligible purposes. Substantially all grants, entitlements and cost reimbursements are subject to financial and compliance audits by grantors. As a result of these audits, costs previously reimbursed could be disallowed and require repayment to the grantor agency. As of December 31, 2020, the Borough estimates that no material liabilities will result from such audits.

**Major Tax Assessments**

Taxpayers in 2020 with assessments in excess of 1% of the total assessed valuation were as follows:

<u>Owner</u>	<u>Assessed Value</u>	<u>Block/Lot</u>	<u>% of Value</u>
Jersey Yacht LLC	\$ 4,950,500	38.02/4.01	1.34%

There are actions which have been instituted against the Borough which are either in the discovery stage or whose final outcome cannot be determined at the present time. In the opinion of the administration, the amount of ultimate liability with respect to these actions will not materially affect the financial position of the Borough.

It is the opinion of the Borough officials that there is no litigation threatened or pending that would materially affect the financial position of the Borough or adversely affect the Borough's ability to levy, collect and enforce the collection of taxes or other revenue for the payment of its bonds or other obligations.

The Borough officials believe that negligence and other types of liability suits, of which the Borough is aware, appear to be within the stated policy limits and would be deferred by the respective carriers.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 14. INTERFUND RECEIVABLES AND PAYABLES**

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

	<u>Interfund Receivable</u>	<u>Interfund Payable</u>
Current Fund	\$ 90	\$ 64,463
Grant Fund	64,463	
General Capital Fund		20
Trust Fund		70
Water-Sewer Utility Operating Fund	140	
Water-Sewer Utility Capital Fund		140
	<u>\$ 64,693</u>	<u>\$ 64,693</u>

Fees collected or expenses paid from one fund due another.

**Interfund Explanations**

The interfund between Grants and Current is for budgeted funds not yet received in the Grant Fund.

The remaining interfunds pertain to interest earned that need to be transferred to operations.

It is anticipated that all interfunds will be liquidated in 2021.

**NOTE 15. LENGTH OF SERVICE AWARD PROGRAM ("LOSAP") - UNAUDITED**

The Borough has established a Volunteer Length of Service Award Plan ("LOSAP") ("Plan") to ensure retention of the Borough's volunteer firefighters and volunteer members of emergency service squads. The Plan shall be construed under the laws of the State of New Jersey and is established with the intent that it meets the requirements of a length of service award plan under Section 457(e)11 of the Internal Revenue Code".

**Annual Contributions** - The annual contribution to be made by the Borough for each active volunteer member shall be \$1,150 per year of active emergency service, commencing with the year 2002.

**Appropriations** - Appropriations for the purpose of funding the Borough's LOSAP shall be included as a separate line item in the Borough's budget, commencing with the year 2002.

**Periodic Increases** - Notwithstanding the provisions above, the annual contribution to be made by the Borough for each active volunteer member shall be subject to periodic increases based upon the "consumer price index factor" pursuant to subsection f. of section 3 of P.L. 1997, c. 388 (N.J.S.A. 40A:14-185).

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)****YEAR ENDED DECEMBER 31, 2020****NOTE 15. LENGTH OF SERVICE AWARD PROGRAM ("LOSAP") - UNAUDITED**  
**(CONTINUED)**

**Criteria for Eligibility; Contributions; Points** - Any active volunteer member shall be eligible to participate in the LOSAP Plan immediately upon commencement of the member's performance of active voluntary services in the emergency service organization. Annual contributions shall only be made by the Borough, however, for those active volunteer members who have earned the minimum number of points for performing certain volunteer services on a yearly basis.

**Determination as to Eligibility** - Each emergency service organization shall provide to the Borough Administrator, acting as the Plan Administrator of LOSAP Plan, a certified list as to the active volunteer members who are initially eligible to participate in the Plan and those who are eligible to participate as each January 1 thereafter. The Plan Administrator shall forward said certified list to the Borough Council for approval, in accordance with the provision of N.J.A.C. 5:30-14.10. The decision of the Borough Council as to such active member's eligibility shall be binding upon the Plan Administrator, participants, beneficiaries and any and all other persons having an interest hereunder, subject to appropriate judicial review.

**Terms of Participation** - The Plan Administrator shall have the right to require any active volunteer member at the time of his or her becoming a participant to agree, in writing, to be bound by the terms, covenants and conditions of the LOSAP and accompanying trust. Each participant shall furnish to the Plan Administrator all pertinent information required for the administration of the LOSAP. The Plan Administrator shall rely upon all such information furnished.

**Vesting** - The active volunteer member shall not be permitted to receive a distribution of the fund in his or her LOSAP account until the completion of a five-year vesting period.

**Termination of Service** - Any participant who terminates service as an active volunteer member shall cease to participate hereunder. A former participant may resume participation immediately upon returning to the service of the emergency service organization as an active volunteer member. Any active volunteer member who terminates service with the emergency service organization, subsequently returns to service and again becomes a participant shall be treated as a new participant for purposes of eligibility unless said participant was fully vested prior to his or her termination from service.

**Reporting Requirements** - N.J.A.C. 5:30-14.49 requires that the Borough perform a separate review report of the Plan in accordance with the American Institute of Certified Public Accountants Statements for Accounting and Auditing Review Services.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 16. PENSION OBLIGATIONS**

**A. Public Employee's Retirement System (PERS)**

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

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

The following represents the membership tiers for PERS:

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

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

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 16. PENSION OBLIGATIONS (CONTINUED)**

**Contributions** – The contribution policy for PERS is set by N.J.S.A. 43:15A and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State’s pension contribution is based on an actuarially determined amount which includes the employer’s portion of the normal cost and an amortization of the unfunded accrued liability. Funding for noncontributory group insurance benefits is based on actual claims paid. For fiscal year 2020, the State’s pension contribution was less than the actuarial determined amount. The local employer’s contribution amounts are based on an actuarially determined rate which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PERS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability of those retirement systems, by employer, for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of assets. Borough contributions to PERS amounted to \$47,353 for 2020.

**Special Funding Situation**

Under N.J.S.A. 43:15A-15, local participating employers are responsible for their own contributions based on actuarially determined amounts, except where legislation was passed that legally obligated the State if certain circumstances occurred. The legislation, which legally obligates the State, is Chapter 366, P.L. 2001. The amounts contributed on behalf of the local participating employers under this legislation is considered to be a special funding situation as defined by GASB Statement No. 68 and the State is treated as a nonemployer contributing entity. Since the local participating employers do not contribute under this legislation directly to the plan (except for employer specific financed amounts), there is no net pension liability or deferred outflows or inflows to report in the financial statements of the local participating employers related to this legislation. However, the notes to the financial statements of the local participating employers must disclose the portion of the nonemployer contributing entities’ total proportionate share of the collective net pension liability that is associated with the local participating employer. In addition, each local participating employer must recognize pension expense associated with the employer as well as revenue in an amount equal to the nonemployer contributing entities’ total proportionate share of the collective pension expense associated with the local participating employer.

**Components of Net Pension Liability** – At December 31, 2020, the Borough reported a liability of \$526,586 for its proportionate share of the PERS net pension liability. The net pension liability was measured as of June 30, 2020. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of June 30, 2019, to the measurement date of June 30, 2020. The Borough’s proportion of the net pension liability was based on the Borough’s actual contributions to the plan relative to the total of all participating employers’ contributions for the year ended June 30, 2020. The Borough’s proportion measured as of June 30, 2020, was .00320%, which was a decrease of .00127% from its proportion measured as of June 30, 2019.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020****NOTE 16. PENSION OBLIGATIONS (CONTINUED)**

	<u>Dec. 31, 2020</u>	<u>Dec. 31, 2019</u>
	July 1, 2020	July 1, 2019
Actuarial Valuation Date		
Net Pension Liability	\$ 526,586	811,337
District's Portion of the Plan's Total Net Pension Liability	0.00320%	0.00447%

For the year ended December 31, 2020, the Borough had an allocated pension expense of \$35,325.

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

	<u>PERS</u>
Measurement Date	June 30, 2020
Actuarial Valuation Date	July 1, 2019
Inflation Rate:	
Price	2.75%
Wage	3.25%
Salary Increases:	
Through 2026	2.00 - 6.00%
	Based on Years of Service
Thereafter	3.00 – 7.00%
	Based on Years of Service
Inflation Rate of Return	7.00%

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

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 16. PENSION OBLIGATIONS (CONTINUED)**

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

In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2020) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long-term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2020 are summarized in the following table:

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

**Discount Rate**

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



**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 16. PENSION OBLIGATIONS (CONTINUED)**

**Sensitivity of the Borough's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate**

The following presents the Borough's proportionate share of the net pension liability calculated using the discount rate as disclosed above, as well as what the Borough's proportionate share of the net pension liability would be if it was calculated using a discount rate that is 1 percentage point lower (6.0%) or 1 percentage point higher (8.0%) than the current rate:

	<b><u>Decrease (6.0%)</u></b>	<b><u>Discount Rate (7.0%)</u></b>	<b><u>Increase (8.0%)</u></b>
Borough's Proportionate Share Of Net Pension Liability	\$ 662,884	526,586	410,933

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

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

The vesting and benefit provisions are set by *N.J.S.A. 43:16A*. PFRS provides retirement, death and disability benefits. All benefits vest after ten years of service, except for disability benefits, which vest after 4 years of service.

The following represents the membership tiers for PFRS:

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

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

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 16. PENSION OBLIGATIONS (CONTINUED)**

**Contributions** – The contribution policy for PFRS is set by *N.J.S.A. 43:16A* and requires contributions by active members and contributing employers. State legislation has modified the amount that is contributed by the State. The State's contribution amount is based on an actuarially determined rate, which includes the normal cost and unfunded accrued liability. For fiscal year 2020, the State contributed an amount less than the actuarially determined amount.

The local employers' contribution amounts are based on an actuarially determined rate, which includes the normal cost and unfunded accrued liability. Chapter 19, P.L. 2009 provided an option for local employers of PFRS to contribute 50% of the normal and accrued liability contribution amounts certified for payments due in State fiscal year 2009. Such employers will be credited with the full payment and any such amounts will not be included in their unfunded liability. The actuaries will determine the unfunded liability by employer for the reduced normal and accrued liability contributions provided under this law. This unfunded liability will be paid by the employer in level annual payments over a period of 15 years beginning with the payments due in the fiscal year ended June 30, 2012 and will be adjusted by the rate of return on the actuarial value of assets.

**Special Funding Situation** – Under N.J.S.A. 43:16A-15, local participating employers are responsible for their own contributions based on actuarially determined amounts, except where legislation was passed that legally obligated the State if certain circumstances occurred. The legislation, which legally obligates the state is as follows: Chapter 8, P.L. 2000, Chapter 318, P.L. 2001, Chapter 86, P.L. 2001, Chapter 511, P.L. 1991, Chapter 109, P.L. 1979, Chapter 247, P.L. 1993 and Chapter 201, P.L. 2001. The amounts contributed on behalf of the local participating employers under this legislation is considered to be a special funding situation as defined by GASB Statement No. 68 and the State is treated as a nonemployer contributing entity. Since the local participating employers do not contribute under this legislation directly to the plan (except for employer specific financed amounts), there is no net pension liability or deferred outflows or inflows to report in the financial statements of the local participating employers related to this legislation. However, the notes to the financial statements of the local participating employers must disclose the portion of the nonemployer contributing entities' total proportionate share of the collective net pension liability that is associated with the local participating employer. In addition, each local participating employer must recognize pension expense associated with the employer as well as revenue in an amount equal to the nonemployer contributing entities' total proportionate share of the collective pension expense associated with the local participating employer.

**Components of Net Pension Liability** – At December 31, 2020, the Borough reported a liability of \$1,136,717 for its proportionate share of the PFRS net pension liability. The net pension liability was measured as of June 30, 2020. The total pension liability used to calculate the net pension liability was determined using update procedures to roll forward the total pension liability from an actuarial valuation as of June 30, 2019, to the measurement date of June 30, 2020. The Borough's proportion of the net pension liability was based on the Borough's actual contributions to the plan relative to the total of all participating employers' contributions for the year ended June 30, 2020. The Borough's proportion measured as of December 31, 2020, was .00762%, which was an increase of .00111% from its proportion measured as of December 31, 2019.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020****NOTE 16. PENSION OBLIGATIONS (CONTINUED)****Collective Balances at December 31, 2020 and December 31, 2019**

	<u>Dec. 31, 2020</u>	<u>Dec. 31, 2019</u>
Actuarial Valuation Date	July 1, 2020	July 1, 2019
Net Pension Liability	\$ 1,136,717	921,528
District's Portion of the Plan's Total Net Pension Liability	0.00762%	0.00650%

For the year ended December 31, 2020, the Borough had an allocated pension expense of \$98,280.

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

	<u>PFRS</u>
Measurement Date	June 30, 2020
Actuarial Valuation Date	July 1, 2019
Inflation Rate:	
Price	2.75%
Wage	3.25%
Salary Increases:	
Through all Future Years	3.25 - 15.25%
	Based on Years of Service
Inflation Rate of Return	7.00%

Pre-retirement mortality rates were based on the Pub-2010 Safety Employee mortality table with a 105.6% adjustment for males and 102.5% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Post-retirement mortality rates were based on the Pub-2010 Safety Retiree Below-Median Income Weighted mortality table with a 96.7% adjustment for males and 96.0% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. For beneficiaries (contingent annuitants), the Pub-2010 General Retiree Below-Median Income Weighted mortality table was used, unadjusted, and with future improvement from the base year of 2010 on a generational basis. Disability rates were based on the Pub-2010 Safety Disabled Retiree mortality table with a 152.0% adjustment for males and 109.3.2% adjustment for females, and with future improvement from the base year of 2010 on a generational basis. Mortality improvement is based on Scale MP-2020.

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 16. PENSION OBLIGATIONS (CONTINUED)**

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

**Long-Term Expected Rate of Return** – In accordance with State statute, the long-term expected rate of return on plan investments (7.00% at June 30, 2020) 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 weighing the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in PFRS's target asset allocation as of June 30, 2020 are summarized in the following table:

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

**Discount Rate**

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

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

**NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020**

**NOTE 16. PENSION OBLIGATIONS (CONTINUED)**

**Sensitivity of the Borough's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate**

The following presents the Borough's proportionate share of the net pension liability calculated using the discount rate as disclosed above, as well as what the Borough's proportionate share of the net pension liability would be if it was calculated using a discount rate that is 1 percentage point lower (6.0%) or 1 percentage point higher (8.0%) than the current rate:

	<b><u>Decrease (6.0%)</u></b>	<b><u>Discount Rate (7.0%)</u></b>	<b><u>Increase (8.0%)</u></b>
Borough's Proportionate Share Of Net Pension Liability	\$ 1,511,600	1,136,717	825,348

**C. Defined Contributions Retirement Program**

The defined Contribution Retirement Program (DCRP) is a cost-sharing multiple-employer defined contribution pension fund which was established in 2007, under the provisions of Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007 (N.J.S.A. 43:15C-1 et. Seq.) and expanded under the provisions of Chapter 89, P.L. 2008 and Chapter 1, P.L. 2010. 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 N.J.S.A. 43:15C-1 et. seq.

The contribution requirements of plan members are determined by State statute. In accordance with Chapter 92, P.L. 2007 and Chapter 103, P.L. 2007, plan members are required to contribute 5.5% of their annual covered salary. In addition to the employee contributions, the Borough's contribution amounts for each pay period are transmitted to Prudential Financial not later than the fifth business day after the date on which the employee is paid for that pay period.

As of December 31, 2020, the Borough did not have any employees participating in the Defined Contribution Retirement Program.

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

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN****NOTES TO FINANCIAL STATEMENTS (CONTINUED)**  
**YEAR ENDED DECEMBER 31, 2020****NOTE 17. COVID-19**

The outbreak of COVID-19, a respiratory disease caused by a new strain of coronavirus, was first detected in China and has since spread to other countries, including the United States, and to each state within the United States, including New Jersey, has been declared a Public Health Emergency of International Concern by the World Health Organization. The outbreak of the disease has affected travel, commerce and financial markets globally and is widely expected to affect economic growth worldwide. The outbreak of COVID-19 across the United States has caused the federal government to declare a national state of emergency. The State has likewise declared a state of emergency. While the potential impact on the State cannot be predicted at this time, the continued spread of the outbreak could have a material adverse effect on the finances of the State and the Borough (collectively, the "Affected Entities").

The degree of any such impact to the Affected Entities' respective operations and finances, is extremely difficult to predict due to the dynamic nature of the COVID-19 outbreak, including uncertainties relating to its (i) duration, and (ii) severity, as well as with regard to what actions may be taken by governmental and other health care authorities to contain or mitigate its impact. The continued spread of the outbreak could have a material adverse effect on the Affected Entities and their respective economies.

**BOROUGH OF ISLAND HEIGHTS**

**COUNTY OF OCEAN**

**PART II**

**YEAR ENDED DECEMBER 31, 2020**

**OFFICIALS IN OFFICE AND SURETY BONDS**

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

<u>Name</u>	<u>Position</u>	<u>Amount of Bond</u>
E. Steven Doyle	Mayor	
Susan Thompson	Council President	
Brian Gabriel	Councilmember	
Robert Baxter	Councilmember	
Melissa Wudzki	Councilmember - Until September 15, 2020	
Alan Fumo	Councilmember - From October 13, 2020	
Rolf Weber	Councilmember	
Lynn Pendleton	Councilmember	
Joseph Kostecki	Borough Clerk - Until June 30, 2020	*
Sean Asay	Borough Clerk - From July 1, 2020	*
Edward Simone	Chief Financial Officer - Until October 31, 2020	*
Louis Palazzo	Chief Financial Officer - From November 1, 2020	*
Jeanette Larrison	Tax Collector	*
Damian G. Murrery, Esq.	Municipal Court Judge	*
Elizabeth Boettger	Municipal Court Administrator	*

(\*) A blanket bond covering municipal employees in the amount of \$50,000 was in effect with the Ocean County Joint Insurance Fund. Additional coverage of \$950,000 for public employees and \$1,000,000.00 for public officials and statutory employees was provided by the Municipal Excess Liability Joint Insurance Fund.



BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEANCURRENT FUND

Exhibit A-4

SCHEDULE OF CASH - TREASURER

Balance December 31, 2019	Ref A		\$ 2,499,102.55
Increased by Receipts:			
Taxes Receivable	A-5	7,368,111.51	
Prepaid Taxes	A	52,097.78	
Tax Overpayments	A	12,587.79	
State of NJ Fees	A	43,030.09	
Revenue Accounts Receivable	A-7	456,137.69	
Miscellaneous Revenue Not Anticipated	A-2	40,220.13	
Grants Receivable	A-14	52,041.85	
Grants Unappropriated	A-15	29,396.09	
Interfunds	A-12	1,957.46	
Grant Funds	A-14	52,041.85	
Due from State of New Jersey (Ch. 20, P.L. 1971)	A	12,750.00	
			<u>8,120,372.24</u>
			10,619,474.79
Decreased by Disbursements:			
Current Year Budget Appropriations	A-3	2,366,375.69	
County Taxes	A-8	1,513,008.30	
Local District School Tax	A-9	2,338,373.00	
Regional High School Tax	A-10	1,370,629.45	
Appropriation Reserves	A-11	123,477.59	
Other Expenditures		53,174.68	
Grant Funds	A-15	28,247.36	
			<u>7,793,286.07</u>
Balance December 31, 2020	A		<u><u>\$ 2,826,188.72</u></u>

CURRENT FUND

SCHEDULE OF TAXES RECEIVABLE AND

ANALYSIS OF PROPERTY TAX LEVY

	Balance Dec. 31, 2019	2020 Levy	Collections		Veterans and Senior Citizens	Transfer To Liens	Cancelled	Balance Dec. 31, 2020
			2019	2020				
Prior Year	\$ 151,364.54	-	69,429.42	144,623.51	12,250.00	12,385.04	6,741.03	132,616.09
2020	\$ 151,364.54	7,458,026.05	69,429.42	7,223,488.00	12,250.00	12,385.04	7,857.50	132,616.09
		7,458,026.05	69,429.42	7,368,111.51	12,250.00	12,385.04	14,598.53	132,616.09
Ref.	A		A	A-2	A	A-66		A

Analysis of Current Year Property Yield and Tax Levy

Tax Yield:		
General Purpose Tax	\$ 7,407,079.80	
Added and Omitted Taxes	50,946.25	
	\$ 7,458,026.05	
Tax Levy:	Ref.	
Local District School Tax	A-9	\$ 2,402,351.00
Regional High School Tax	A-10	1,488,187.00
County Taxes:		
General County Tax		1,262,994.74
County Library Tax		139,194.02
County Health Tax		62,091.22
County Open Space Tax		44,970.08
County Added and Omitted Tax		7,956.43
Total County Taxes	A-8	1,517,206.49
Local Tax for Municipal Purposes	A-2	2,016,716.72
Add: Additional Tax Levied		33,564.84
		2,050,281.56
		\$ 7,458,026.05

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

CURRENT FUND

Exhibit A-6

SCHEDULE OF TAX TITLE LIENS

Balance December 31, 2019	<u>Ref.</u> A	\$ 36,650.11
Increased by:		
Transfers from Taxes Receivable	A-5	<u>12,385.04</u>
Balance December 31, 2020	A	<u>\$ 49,035.15</u>

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEANCURRENT FUNDSCHEDULE OF REVENUE ACCOUNTS RECEIVABLE

Exhibit A-7

	<u>Ref.</u>	<u>Accrued in 2020</u>	<u>Collected</u>
Local Revenues:			
Local Aid:	A-2		
Fees and Permits		\$ 25,998.00	25,998.00
Fines and Costs, Municipal Court		17,753.51	17,753.51
Interest and Costs on Taxes		28,792.09	28,792.09
Interest on Investment and Deposits		7,058.89	7,058.89
Beach Fees		32,955.00	32,955.00
Cable Television Franchise fees		28,259.23	28,259.23
Post Office Lease		48,082.87	48,082.87
Antenna Lease		48,054.08	48,054.08
Uniform Construction Code Fees		39,777.01	39,777.01
State Aid:			
Energy Receipts Tax		111,407.01	111,407.01
Other Special Items:			
Surplus Capital Fund		68,000.00	68,000.00
		<u>\$ 456,137.69</u>	<u>456,137.69</u>
	Ref.		A-4

**CURRENT FUND**

**SCHEDULE OF COUNTY TAXES PAYABLE**

Balance December 31, 2019	<u>Ref.</u> A		\$ 3,758.24
Increased by:			
2020 Levy:			
General County Tax		1,262,994.74	
County Library Tax		139,194.02	
County Health Tax		62,091.22	
County Open Space Tax		44,970.08	
County Share of Added and Omitted Taxes		<u>7,956.43</u>	
	A-1		<u>1,517,206.49</u>
			<u>1,520,964.73</u>
Decreased by:			
Payments	A-4		<u>1,513,008.30</u>
Balance December 31, 2020	A		<u><u>\$ 7,956.43</u></u>

**SCHEDULE OF LOCAL SCHOOL DISTRICT TAX PAYABLE**

Exhibit A-9

Balance December 31, 2019:	<u>Ref.</u>		
School Tax Deferred		\$ 555,000.00	
School Tax Payable	A	<u>572,113.00</u>	
			1,127,113.00
Increased:			
Levy School Year July 1, 2019 to June 30, 2020	A-1		<u>2,402,351.00</u>
			<u>3,529,464.00</u>
Decreased by:			
Payments	A-4		<u>2,338,373.00</u>
Balance December 31, 2020:			
School Tax Deferred		555,000.00	
School Tax Payable	A	<u>636,091.00</u>	
			<u><u>\$ 1,191,091.00</u></u>

CURRENT FUND

Exhibit A-10

SCHEDULE OF REGIONAL HIGH SCHOOL TAX PAYABLE

Balance December 31, 2019:	<u>Ref.</u>		
School Tax Deferred	A	\$ 249,999.90	
School Tax Payable		<u>341,436.14</u>	591,436.04
Increased by:			
Levy School Year July 1, 2019 to June 30, 2020	A-1	<u>1,488,187.00</u>	<u>2,079,623.04</u>
Decreased by:			
Payments	A-4	<u>1,370,629.45</u>	
Balance December 31, 2020:			
School Tax Deferred		249,999.90	
School Tax Payable	A	<u>458,993.69</u>	
			<u>\$ 708,993.59</u>

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEANCURRENT FUND

Exhibit A-11

SCHEDULE OF APPROPRIATION RESERVES

Balance December 31, 2019	<u>Ref.</u> A		\$ 348,757.58
Increased by:			<u>185,382.03</u>
Encumbrances			534,139.61
Decreased by:			
Disbursed	A-4	123,477.59	
Allocated to Reserve		20,000.00	
Accounts Payable		20,825.05	
Lapsed to Surplus	A-1	<u>369,836.97</u>	
			<u><u>\$ 534,139.61</u></u>

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

CURRENT FUND

Exhibit A-12

SCHEDULE OF INTERFUNDS

	Total (Memo Only)	Animal Control Trust	General Capital	Trust Other
Balance December 31, 2019 - Due To (From)	\$ (1,868.01)	(0.29)	(148.84)	(1,718.88)
Increased by:				
Receipts	1,957.46	0.70	168.49	1,788.27
Total Increases and Balances	89.45	0.41	19.65	69.39
Decreased by:				
Disbursements	-	-	-	-
Revenue Accounts Receivable	-	-	-	-
Total Decreases	-	-	-	-
Balance December 31, 2020 - Due From (To)	\$ 89.45	0.41	19.65	69.39



BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

CURRENT FUND

Exhibit A-13

SCHEDULE OF INTERFUND

GRANT FUND

Balance December 31, 2019 - Due To	<u>Ref</u> A		\$ 15,650.75
Increased by:			
Deposited in Current Fund:			
Grant Receivable		44,893.99	
Unappropriated Reserves		22,626.45	
Current Year Budget Appropriations		<u>21,917.99</u>	
			<u>89,438.43</u>
			105,089.18
Decreased by:			
Current Year Anticipated Revenue		22,148.84	
Grant Fund Disbursements		<u>18,477.72</u>	
			<u>40,626.56</u>
Balance December 31, 2020 - Due To	A		<u>\$ 64,462.62</u>

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit A-14

CURRENT FUND

SCHEDULE OF GRANTS RECEIVABLE

GRANT FUND

	Balance Dec. 31, 2019	2020 Budget		Balance Dec. 31, 2020
		Revenue Realized	Received	
<u>Grant</u>	\$ 8,650.74	-		8650.74
Body Armor Fund				
Recycling Tonnage Grant		2,814.84	2,814.84	
OEM - 966 Equipment Grant	327.70			327.70
Sustainable Jersey Small Grants Program	10,000.00			10,000.00
Community Development Block Grant	43,000.00		39,893.50	3,106.50
2018 CDBG - Handicap Improvements - River Road	34,000.00		9,333.51	34,000.00
Clean Communities				
	<u>\$ 95,978.44</u>	<u>12,148.35</u>	<u>52,041.85</u>	<u>56,084.94</u>

Ref. A A-3 A-4 A

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit A-15

CURRENT FUND

SCHEDULE OF APPROPRIATED RESERVES

GRANT FUND

<u>Grant</u>	<u>Balance</u>	<u>2020</u>	<u>Balance</u>
	<u>Dec. 31, 2019</u>	<u>Budget</u> <u>Appropriations</u>	<u>Dec. 31, 2020</u>
Driving While Intoxicated	\$ 3,649.38		3,649.38
Clean Communities	10,431.78	9,333.51	19,765.29
Recycling Tonnage	14,082.84	2,814.84	16,897.68
Alcohol Rehabilitation	176.80		176.80
Waterfront Access	30,000.00		11,752.64
Sustainable Jersey Grant		10,000.00	
OEM Grant	327.70		327.70
Community Development Block Grant	8,310.00		8,310.00
2018 CDBG	2,956.25		2,956.25
Green Communities	3,000.00		3,000.00
Body Armor	15,691.28		15,691.28
Sustainable Jersey Grant	854.81		854.81
	<u>\$ 89,480.84</u>	<u>22,148.35</u>	<u>83,381.83</u>

Ref.	A	A-3	A-4	A
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BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit A-16

CURRENT FUND

SCHEDULE OF UNAPPROPRIATED RESERVES

FEDERAL AND STATE GRANT FUND

<u>Grant</u>	<u>Balance</u> <u>Dec. 31, 2019</u>	<u>Transferred to</u> <u>2020 Budget</u>	<u>Increases</u>	<u>Balance</u> <u>Dec. 31, 2020</u>
Clean Communities Program	\$ 9,333.51	9,333.51	4,266.24	4,266.24
Ocean Co 966			16,790.50	16,790.50
Small Grant Award			5,000.00	5,000.00
Body Armor	2,814.84	2,814.84	1,339.35	1,339.35
Recycling Tonnage Grant				
	<u>\$ 12,148.35</u>	<u>12,148.35</u>	<u>27,396.09</u>	<u>27,396.09</u>

Ref.

A

A-4

A

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

TRUST FUND

Exhibit B-1

SCHEDULE OF TRUST - CASH

	<u>Ref.</u>	<u>Dog Licenses</u>	<u>Other</u>
Balance December 31, 2019	B	\$ 1,212.39	266,492.57
Increased by Receipts:			
Reserve for Animal Control Expenditures	B-3	1,587.00	
Due to State of New Jersey Department of Health	B-2	159.00	
Interfund - Current Fund	B	7.03	21.50
Various Trust Reserves	B-4	<u>1,753.03</u>	<u>296,536.55</u>
		2,965.42	296,558.05
			<u>563,050.62</u>
Decreased by:			
Reserve for Animal Control Expenditures	B-2	854.20	
Due to State of New Jersey Department of Health	B-3	159.00	
Interfund - Current Fund	B	6.91	
Various Trust Reserves	B-4	<u>1,020.11</u>	<u>266,922.73</u>
		1,020.11	266,922.73
			<u>296,127.89</u>
Balance December 31, 2020	B	\$ <u>1,945.31</u>	<u>296,127.89</u>

**TRUST FUND**

**Exhibit B-2**

**SCHEDULE OF RESERVE FOR ANIMAL CONTROL**

	<b><u>Ref.</u></b>	
Balance December 31, 2019	B	\$ 1,212.10
Increased by:		
Deposits	B-1	<u>1,587.00</u>
		2,799.10
Decreased by:		
Disbursements	B-1	<u>854.20</u>
Balance December 31, 2020	B	<u>\$ 1,944.90</u>

**SCHEDULE OF FEES DUE TO STATE OF NEW JERSEY**

**DEPARTMENT OF HEALTH**

**Exhibit B-3**

	<b><u>Ref.</u></b>	
Increased by:		
Fees Collected	B-1	<u>\$ 159.00</u>
Decreased by:		
Payments to State	B-1	<u>\$ 159.00</u>

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit B-4

TRUST FUND

SCHEDULE OF MISCELLANEOUS RESERVES

	<u>Balance</u> <u>Dec. 31, 2019</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balance</u> <u>Dec. 31, 2020</u>
Reserve For:				
Accumulated Absences	\$ 62,999.01	9,500.00		72,499.01
Community Garden Funds	3,418.12	1,600.00	540.00	4,478.12
D.A.R.E. Program	1,090.98			1,090.98
Escrow Deposits and Cash Bonds	25,891.97	11,018.75	12,488.50	24,422.22
Forfeiture Funds - State	962.00			962.00
P.O.A.A.	70.50			70.50
Premiums Received at Tax Sale	80,500.00	70,500.00	59,300.00	91,700.00
Public Defender	50.00	350.00		400.00
Recreation - Founders Day	3,095.00			3,095.00
Snow Removal	40,388.97	16,000.00	1,018.32	55,370.65
Special Duty - Police	15,480.00	80,500.00	54,010.00	41,970.00
Tax Title Lien Redemption	32,498.11	107,067.80	139,565.91	-
	<u>\$ 266,444.66</u>	<u>296,536.55</u>	<u>266,922.73</u>	<u>296,058.48</u>

Ref.

B

B-1

B-1

B

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEANTRUST FUND

Exhibit B-5

SCHEDULE OF LOSAP(LENGTH OF SERVICE AWARD PROGRAM) - UNAUDITED

Balance December 31, 2019	<u>Ref.</u> B		\$ 606,753.00
Increased by:			
Earnings on Investments			<u>73,201.41</u>
			679,954.41
Decreased by:			
Withdrawals		\$ 15,166.48	
Maintenance Charges		<u>1,025.00</u>	
			<u>16,191.48</u>
Balance December 31, 2020	B		<u>\$ 663,762.93</u>



GENERAL CAPITAL FUND

Exhibit C-2

SCHEDULE OF GENERAL CAPITAL CASH

Balance December 31, 2019	<u>Ref.</u> C		\$ 377,047.57
Increased by Receipts:			
Grants Receivable	C-3	299,548.50	
Refund	C-3	1,000.00	
Other	C-3	39.30	
Capital Improvement Fund	C-6	121,500.00	
Reserve for Bonds and notes	C-3	43,000.00	
Interfund - Current Fund	C-3	<u>129.19</u>	
			<u>465,216.99</u>
			842,264.56
Decreased by Disbursements:			
Improvement Authorizations	C-5	614,173.78	
Interfund - Current Fund	C-3	297.68	
Fund Balance Utilized as Current Fund Revenue	C-1	68,000.00	
Encumbrances	C-3	<u>110,404.19</u>	
			<u>792,875.65</u>
Balance December 31, 2020	C		<u>\$ 49,388.91</u>

GENERAL CAPITAL FUND

ANALYSIS OF GENERAL CAPITAL CASH

	Balance Dec. 31, 2019	Receipts		Disbursements		Transfers		Balance Dec. 31, 2020
		Miscellaneous	Improvement Authorization	Improvement Authorization	Miscellaneous	From	To	
Capital Improvement Fund	\$ 40,043.36	121,500.00				161,500.00		43.36
Grants Receivable	(237,718.65)	299,548.50				61,829.85		0.00
Interfund - Current Fund	148.84	129.19		297.68				(19.65)
Reserve for Payment of Bonds and Notes		43,000.00					61,829.85	104,829.85
Other		39.30						39.30
Reserve for Encumbrances	256,518.52			110,404.19				146,114.33
Reserve for Benches	19,337.00							19,337.00
Reserve for Pavers	3,190.00							3,190.00
Capital Fund Balance	68,704.07			68,000.00				704.07
<b>Improvement Authorizations</b>								
<b>Ordinance</b>								
<b>Number</b>	<b>Improvement Description</b>							
00-02, 05-04	Repair and Replacement of the Bulkhead at Wanamaker and Summit Ave, Construction of Gazebo		500.00					(3,644.42)
10-02	Improvements to Summit Avenue							(34,671.31)
16-08	Reconstruction to River Avenue			75,496.92				(20.00)
18-03	Reconstruction of Maple and Lake Avenues							98,732.93
19-02	Various Recreation Improvements	1,000.00						17,430.31
19-06	Various Capital Improvements			35,954.36				11,045.64
20-02	Various Capital-2020			19,824.50				141,675.50
19-08	Reconstruction of Lake Avenue Phase II			478,398.00		161,500.00		(455,398.00)
		\$ 377,047.57	465,216.99	610,173.78	182,701.87	223,329.85	223,329.85	49,388.91

Ref. C

C

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEANGENERAL CAPITAL FUND

Exhibit C-4

SCHEDULE OF DEFERRED CHARGES TO FUTURETAXATION - FUNDED

Balance December 31, 2019		\$ 1,322,354.39
Decreased by:		
2020 Budget Appropriations to Debt Service:		
Serial Bonds Paid by Budget	133,000.00	
Green Trust Loan Paid by Budget	<u>32,946.74</u>	
		<u>165,946.74</u>
Balance December 31, 2020		<u><u>\$ 1,156,407.65</u></u>

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit C-5

GENERAL CAPITAL FUND

SCHEDULE OF DEFERRED CHARGES TO FUTURE TAXATION - UNFUNDED

Ordinance Number	Improvement Description	Balance Dec. 31, 2019	Balance Dec. 31, 2020	Analysis of Balance	
				Expenditures	Unexpended Improvement Authorization
00-02, 05-04	Repair and Replacement of the Bulkhead at Wanamaker and Summit Avenue,				
	Construction of Gazebos	\$ 102,552.00	102,552.00	3,144.42	99,407.58
10-02	NJDOT - Improvements to Summit Avenue	34,671.31	34,671.31	34,671.31	
16-08	Reconstruction of River Avenue	20.00	20.00	20.00	
18-03	Reconstruction of Maple and Lake Avenues	64.00	64.00		64.00
19-08	Reconstruction of Lake Avenue Phase II	456,000.00	456,000.00		456,000.00
		<u>\$ 593,307.31</u>	<u>593,307.31</u>	<u>37,835.73</u>	<u>555,471.58</u>

Ref.

C

C

C-5

C-5

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEANGENERAL CAPITAL FUND

Exhibit C-6

SCHEDULE OF CAPITAL IMPROVEMENT FUND

Balance December 31, 2019	\$ 40,043.36
Increased by:	
Budget Appropriation	<u>121,500.00</u>
	161,543.36
Decreased by:	
Appropriated to Finance Improvement Authorizations	<u>161,500.00</u>
Balance December 31, 2020	<u><u>\$ 43.36</u></u>

GENERAL CAPITAL FUND

SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

Ordinance Number	Improvement Description	Date	Ordinance Amount	Balance Dec. 31, 2019		Cancelled	2020 Authorizations	Paid Or Charged	Balance Dec. 31, 2020	
				Funded	Unfunded				Funded	Unfunded
00-02, 05-04	Repair and Replacement of the Bulkhead	5/16/2000	\$ 620,000.00	\$ -	99,407.58			500.00	98,732.93	98,907.58
18-03	Reconstruction of Maple and Lake Avenues	3/27/2018	390,000.00	174,229.85	64.00			75,496.92	17,430.31	64.00
19-02	Various Recreation Improvements	3/12/2019	34,500.00	16,430.31				(1,000.00)	10,045.64	
19-06	Various Capital Improvements	3/12/2019	121,000.00	50,000.00		3,000.00		36,954.36		
19-08	Reconstruction of Lake Avenue Phase II	9/10/2019	480,000.00	24,000.00	456,000.00		161,500.00	478,398.00	141,675.50	1,602.00
20-02	Various Capital Improvements	7/1/2020	161,500.00					19,824.50		
				\$ 264,660.16	555,471.58	3,000.00	161,500.00	610,173.78	267,884.38	100,573.58
				C	C		C-3	C-3	C	C
			Ref.							

GENERAL CAPITAL FUND

SCHEDULE OF GENERAL SERIAL BONDS

<u>Purpose</u>	<u>Issue</u>	<u>Issue</u>	<u>Maturities of Bonds</u>			<u>Rate</u>	<u>Dec. 31, 2019</u>	<u>Paid by</u>	<u>Dec. 31, 2020</u>
			<u>Date</u>	<u>Amount</u>	<u>Amount</u>				
General Improvement Bonds	2011	\$ 1,623,000.00	2021	\$ 108,000.00		2.50%	\$ -		
			2026	540,000.00		3.75%	756,000.00	108,000.00	648,000.00
General Obligations Bonds	12/3/2019	340,000.00	2020-2023	25,000.00		4.00%	340,000.00	25,000.00	315,000.00
			2024-2026	30,000.00		4.00%			
			2027-2029	50,000.00		4.00%			
							<u>\$ 1,096,000.00</u>	<u>133,000.00</u>	<u>963,000.00</u>

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

GENERAL CAPITAL FUND

SCHEDULE OF GREEN TRUST LOAN PROGRAM PAYABLE

Exhibit C-9  
Sheet 1 of 2

<u>Improvement Description</u>	<u>Date of Issued</u>	<u>Original Issue</u>	<u>Maturity</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2019</u>	<u>Paid by Budget</u>		<u>Balance Dec. 31, 2020</u>
			<u>Date</u>	<u>Amount</u>			<u>Appropriation</u>	<u>Balance</u>	
River Avenue Boardwalk	6/27/2006	\$ 600,000.00	See Amortization Schedule		2.00%	\$ 226,354.39	32,946.74	193,407.65	



BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEANGENERAL CAPITAL FUNDSCHEDULE OF GREEN TRUST LOAN PROGRAM PAYABLEExhibit C-9  
Sheet 2 of 2River Avenue Boardwalk

<u>Payment Number</u>	<u>Due</u>	<u>Principal</u>	<u>Interest</u>
29	March 2021	\$ 16,720.88	1,934.08
30	September 2021	16,888.09	1,766.87
31	March 2022	17,056.97	1,597.99
32	September 2022	17,227.54	1,427.42
33	March 2023	17,399.82	1,255.14
34	September 2023	17,573.81	1,081.15
35	March 2024	17,749.55	905.41
36	September 2024	17,927.05	727.91
37	March 2025	18,106.32	548.64
38	September 2025	18,287.38	367.58
39	March 2026	18,470.24	184.72
		<u>\$ 193,407.65</u>	<u>11,796.91</u>

**BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN**

Exhibit C-10

**GENERAL CAPITAL FUND**

**SCHEDULE OF GRANTS RECEIVABLE**

<b><u>Ordinance Number</u></b>	<b><u>Description</u></b>	<b><u>Balance Dec. 31, 2019</u></b>	<b><u>Decreases</u></b>
16-08	NJ DOT River Road	\$ 172,000.00	172,000.00
18-03	NJ DOT - Maples and Lake Avenue	<u>65,718.65</u>	<u>65,718.65</u>
		<u>\$ 237,718.65</u>	<u>237,718.65</u>
Receipts			<u>\$ 237,718.65</u>

GENERAL CAPITAL FUND

Exhibit C-11

SCHEDULE OF BONDS AND NOTES AUTHORIZED BUT NOT ISSUED

<u>Ordinance Number</u>	<u>Description</u>	<u>Balance Dec. 31, 2020</u>
00-02,	Repair and Replacement of the Bulkhead at Wanamaker and	
05-04	Summit Avenue, Construction of Gazebos	\$ 102,552.00
10-02	Improvements to Summit Avenue	34,671.31
16-08	Reconstruction of River Avenue	20.00
18-03	Reconstruction of Maple and Lake Avenues	64.00
19-08	Reconstruction of Lake Avenue Phase II	158,630.59
		<u>\$ 295,937.90</u>

Ref.

C

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit D-5

WATER-SEWER UTILITY FUND

SCHEDULE OF WATER-SEWER UTILITY CASH - TREASURER

	<u>Ref.</u>	<u>Operating</u>	<u>Capital</u>
Balance December 31, 2019	D	\$ 429,366.79	<u>926,472.22</u>
Increased by Receipts:			
Consumer Accounts Receivable	D-2	959,967.19	
Water Tower Antenna Lease	D-2	27,217.70	
Miscellaneous Revenue	D-6	21,075.95	2,280.97
Encumbrances	D-6	34,066.26	18,599.99
Utility Rent Overpayments	D-5	5,931.56	
Current Fund	D	98,971.41	
Adjust Accounts Payable	D	18,639.51	
Premium - Fund Balance	D	35,000.00	
Capital Improvement Fund			<u>50,000.00</u>
		<u>1,200,869.58</u>	<u>70,880.96</u>
		<u>1,630,236.37</u>	<u>997,353.18</u>
Decreased by Disbursements:			
Current Year Budget Appropriations	D-3	1,021,075.81	
Appropriation Reserve	D-9	98,971.41	35,000.00
Interfund - Utility Capital Fund	D-7		159,842.68
Accrued Interest	D-11	41,518.04	
Improvement Authorizations	D-12		<u>144,599.63</u>
		<u>1,161,565.26</u>	<u>339,442.31</u>
Balance December 31, 2020	D	\$ <u>468,671.11</u>	<u>657,910.87</u>

**WATER-SEWER UTILITY CAPITAL FUND**

**ANALYSIS OF WATER-SEWER UTILITY CAPITAL CASH**

	Balance		Receipts		DISBURSEMENT \$		Balance	
	Dec. 31, 2019		Miscellaneous		Miscellaneous		Dec. 31, 2020	
Capital Improvement Fund	\$ 13,460.00		50,000.00				63,460.00	
Interfunds:								
Water-Sewer Utility Operating Fund	157,702.03		2,280.97		159,842.68		140.32	
Fund Balance	36,424.19				35,000.00		1,424.19	
Reserve for Encumbrances	163,009.92		18,599.99				181,609.91	
<b>Ordinance</b>								
<b>Number</b>								
08-09		378.61			378.61		-	
10-06		34,759.77			34,759.77		-	
16-09		129,688.44			74,000.00		55,688.44	
18-12					4,611.25		(4,611.25)	
19-01		203,414.82			30,650.00		172,764.82	
19-10		187,634.44			200.00		187,434.44	
	\$ 926,472.22		70,880.96		339,442.31		657,910.87	

Ref.

D-4

D-6

D-6

D-4

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

WATER-SEWER UTILITY FUND

Exhibit D-7

SCHEDULE OF CONSUMER ACCOUNTS RECEIVABLE

Balance December 31, 2019	<u>Ref.</u> D		\$ 14,075.82
Increased by:			
Water-Sewer Rents Levied			<u>1,042,420.22</u>
			1,056,496.04
Decreased by:			
Receipts		941,344.47	
Overpayments Applied	D-4	<u>18,539.08</u>	
			<u>959,883.55</u>
Balance December 31, 2020	D		<u>\$ 96,612.49</u>

WATER-SEWER UTILITY FUND

Exhibit D-8

SCHEDULE OF FIXED CAPITAL

<u>Accounts</u>	<u>Balance</u> <u>Dec. 31, 2019 &amp;</u> <u>Dec. 31, 2020</u>
Wells	\$ 910,460.73
Sewer Mains	243,700.00
Treatment Plant	3,063,936.03
Pumping Station Structures and Improvements	288,878.35
Sewer Flusher, Pumps and Equipment	44,000.00
Electric Power Pumping Equipment	5,023.85
Other Power and Pumping Equipment	2,200.00
Transmission Main and Accessories	7,922.63
Tank and Standpipes	1,706,792.72
Distribution Main, Accessories, Distribution System and Rehabilitation of System	516,037.43
Fire Hydrants	2,700.00
Truck Equipment, Utility Truck and Backhoe	75,700.00
Engineering	1,838.29
Legal	1,033.94
Interest During Construction	172.72
Sewer Plant	409,065.08
Water-Sewer System Improvements	553,353.98
Water Meters	58,000.00
Rehabilitation of Sewer Lines and Water Mains	44,964.99
Office and Computer Equipment	15,000.00
Renovations to Water Tower	136,669.82
Drainage Improvements	10,426.00
Purchase of Pick-Up Truck	53,196.25
Filter Media and Plant Upgrades	69,841.88
	<hr/>
	\$ 8,220,914.69

Ref.

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BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit D-9

WATER-SEWER UTILITY FUND

SCHEDULE OF FIXED CAPITAL AUTHORIZED AND UNCOMPLETED

<u>Ordinance Number</u>	<u>Improvement Description</u>	<u>Date</u>	<u>Amount</u>	<u>Balance Dec. 31, 2019</u>	<u>Balance Dec. 31, 2020</u>
07-14	Filter Media and Plant Upgrades System	8/21/2007	\$76,000.00	\$ 158.12	158.12
	"	7/28/2009	20,000.00	20,000.00	20,000.00
09-08	Replacement of Pump Stations	10/29/19	70,000.00	70,000.00	70,000.00
10-04	Replacement of Pump Stations (amending 09-08)	4/17/2010	17,250.00	17,250.00	17,250.00
10-06	Repair and Replacement of Fire Hydrants	4/27/2010	275,860.00	275,860.00	275,860.00
16-09	Various Water and Sewer Improvements	8/09/2016	937,500.00	937,500.00	937,500.00
18-12	Various Water and Sewer Improvements	7/10/2018	728,441.00	728,441.00	728,441.00
19-01	Various Water and Sewer Improvements	3/12/2019	408,000.00	408,000.00	408,000.00
19-10	Various Water and Sewer Improvements	10/22/2019	300,000.00	300,000.00	300,000.00
				<u>\$ 2,757,209.12</u>	<u>2,757,209.12</u>

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BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit D-10

WATER-SEWER UTILITY FUND

SCHEDULE OF APPROPRIATION RESERVES

	Balance Dec. 31, 2019	Reserve for Encumbrances	Balance After Transfers	Expended	Balance Lapsed
Operating:					
Salaries and Wages	\$ 15,158.66		15,158.66		15,158.66
Other Expenses	76,336.25	39,479.07	115,815.32	101,200.80	14,614.52
Ocean County Utilities Authority Insurance	712.88 17,137.00		712.88 17,137.00		712.88 17,137.00
Statutory Expenditures:					
Contribution to:					
Social Security System	6,438.16		6,438.16		6,438.16
Unemployment Compensation Insurance	2,628.74		2,628.74		2,628.74
	<u>\$ 118,411.69</u>	<u>39,479.07</u>	<u>157,890.76</u>	<u>101,200.80</u>	<u>56,689.96</u>

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D-1

Ref.

Disbursed	Ref.	
Accounts Payable	D-5	\$ 98,974.41
	D-5	<u>2,226.39</u>
		<u>\$ 101,200.80</u>

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

WATER-SEWER UTILITY FUND

Exhibit D-11

SCHEDULE OF ACCRUED INTEREST ON NOTES AND LOANS

	<u>Ref.</u>	
Balance December 31, 2019	D	\$ 41,518.04
Increased by:		
Budget Appropriation		<u>38,703.93</u>
		80,221.97
Decreased by:		
Disbursements		<u>41,518.04</u>
Balance December 31, 2020	D	<u><u>\$ 38,703.93</u></u>

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEANWATER-SEWER UTILITY FUND

Exhibit D-12

SCHEDULE OF CAPITAL IMPROVEMENT FUND

Balance December 31, 2019	<u>Ref.</u> D	\$ 13,460.00
Increased by:		
Budget Appropriation	D-3	<u>50,000.00</u>
Balance December 31, 2020	D	<u><u>\$ 63,460.00</u></u>

SCHEDULE OF RESERVE FOR AMORTIZATION

Exhibit D-13

Balance December 31, 2019	D	\$ 5,211,112.46
Increased by:		
Paid by Budget Appropriation:		
Infrastructure Loans	D-4	<u>253,546.06</u>
Balance December 31, 2020	D	<u><u>\$ 5,464,658.52</u></u>

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit D-14

WATER-SEWER UTILITY FUND

SCHEDULE OF IMPROVEMENT AUTHORIZATIONS

Ordinance Number	Improvement Description	Date	Amount	Balance Dec 31, 2019		Paid or Charged	Balance Dec 31, 2020	
				Funded	Funded		Funded	Funded
09-04	Rehabilitation and Repair of the Sanitary Sewer System			\$ 378.61		378.61	-	
10-06	Repair and Replacement of Fire Hydrants			34,759.77		34,759.77	-	
16-09	Various Water and Sewer Improvements	8/09/2016	\$ 937,500.00	129,688.44		74,000.00	55,688.44	
18-12	Various Water and Sewer Improvements					4,611.25	(4,611.25)	
19-01	Various Water and Sewer Improvements	3/12/2019	408,000.00	203,414.82		30,650.00	172,764.82	
19-10	Various Water and Sewer Improvements	10/22/2019	300,000.00	187,634.44		200.00	187,434.44	
				\$ 555,876.08		144,599.63	411,276.45	

Ref.

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BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit D-15

WATER-SEWER UTILITY FUND

SCHEDULE OF RESERVE FOR DEFERRED AMORTIZATION

<u>Ordinance Number</u>	<u>Project</u>	<u>Date of Ordinance</u>	<u>Balance Dec. 31, 2019</u>	<u>2020 Authorizations</u>	<u>Balance Dec. 31, 2020</u>
09-04	Rehabilitation and Repair of the Sanitary Sewer System	7/28/2009	\$ 1,000.00		1,000.00
09-08	Replacement of Pump Station	10/29/2009	3,500.00		3,500.00
10-06	Repair and Replacement of Fire Hydrants	4/27/2010	127,591.55		127,591.55
18-12	Various Water and Sewer Improvements	7/10/2018	28,441.00		28,441.00
19-01	Various Water and Sewer Improvements	3/12/2019	22,000.00	60,000.00	82,000.00
19-10	Various Water and Sewer Improvements	10/22/2019	15,000.00	51,000.00	66,000.00
			<u>\$ 197,532.55</u>	<u>111,000.00</u>	<u>308,532.55</u>

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WATER-SEWER UTILITY FUND

SCHEDULE OF WATER-SEWER SERIAL BONDS

Description	Date of Issue	Original Amount Issued	Maturities of Bonds Outstanding		Interest Rate	Balance Dec. 31, 2019	Paid by Budget Appropriation	Balance Dec. 31, 2020
			Date	Amount				
Water-Sewer Improvement Bonds	7/3/05	\$ 754,000.00	2021	\$ 51,000.00	2.50%	\$ -	51,000.00	-
			2026	244,000.00	3.75%	346,000.00		295,000.00
Utility General Obligation Bonds	12/5/19	2,420,000.00	2021-2026	60,000.00	4.000%			
			2027	80,000.00	4.000%			
			2028	115,000.00	4.000%			
			2029-2030	120,000.00	4.000%			
			2031	120,000.00	2.450%			
			2032	120,000.00	2.500%			
			2033	120,000.00	2.600%			
			2034	115,000.00	2.650%			
			2035	115,000.00	2.700%			
			2036	115,000.00	2.750%			
			2037	115,000.00	2.800%			
			2038	115,000.00	2.850%			
			2039	105,000.00	2.875%			
			2040-2044	105,000.00	3.000%			
						2,420,000.00	60,000.00	2,360,000.00
						<u>\$ 2,766,000.00</u>	<u>111,000.00</u>	<u>2,655,000.00</u>

BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

WATER-SEWER UTILITY FUND

Exhibit D-17

SCHEDULE OF N.J. ENVIRONMENTAL INFRASTRUCTURE TRUST LOAN

<u>Purpose</u>	<u>Date of Issue</u>	<u>Amount of Original Issue</u>	<u>Maturities Outstanding Dec. 31, 2020</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2019</u>	<u>Budget Appropriation</u>	<u>Balance Dec. 31, 2020</u>
			<u>Year</u>	<u>Amount</u>				
Utility System	2006	\$ 205,000.00	2020	\$ 10,000.00	4.00%	\$ -		
			2021	10,000.00	4.125%			
			2022	15,000.00	4.125%			
			2023	15,000.00	4.25%			
			2024	15,000.00	5.00%			
			2025	15,000.00	4.25%			
			2026	15,000.00	4.25%	95,000.00	10,000.00	85,000.00
					\$ 95,000.00	10,000.00	85,000.00	

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BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit D-18

WATER-SEWER UTILITY FUND

SCHEDULE OF N.J. ENVIRONMENTAL INFRASTRUCTURE FUND LOAN

<u>Purpose</u>	<u>Date of Issue</u>	<u>Amount of Original Issue</u>	<u>Maturities Outstanding</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2019</u>	<u>Decreased</u>	<u>Balance Dec. 31, 2020</u>
			<u>Year</u>	<u>Amount</u>				
Utility System	2006	\$ 198,500.00	2020	\$ 8,918.95		\$ -		
			2021	8,665.82				
			2022	11,568.93				
			2023	11,177.37				
			2024	10,773.94				
			2025	10,299.31				
			2026	9,896.10		0.00%	71,300.42	8,918.95
						<u>\$ 71,300.42</u>	<u>8,918.95</u>	<u>62,381.47</u>

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BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit D-19

WATER-SEWER UTILITY FUND

SCHEDULE OF N.J. ENVIRONMENTAL INFRASTRUCTURE TRUST LOAN

<u>Purpose</u>	<u>Date of Issue</u>	<u>Amount of Original Issue</u>	<u>Maturities Outstanding</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2019</u>	<u>Budget Appropriation</u>	<u>Balance Dec. 31, 2020</u>
			<u>Year</u>	<u>Amount</u>				
Utility System	2010	\$ 2,275,000.00			5.00%	\$ -		
			2021	\$ 115,000.00	5.00%			
			2022	120,000.00	5.00%			
			2023	130,000.00	5.00%			
			2024	135,000.00	5.00%			
			2025	140,000.00	5.00%			
			2026	150,000.00	5.00%			
			2027	155,000.00	5.00%			
			2028	165,000.00	5.00%			
			2029	165,000.00	5.00%			
			2030	175,000.00	5.00%	1,560,000.00	110,000.00	1,450,000.00
					<u>\$ 1,560,000.00</u>	<u>110,000.00</u>	<u>1,450,000.00</u>	

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BOROUGH OF ISLAND HEIGHTS - COUNTY OF OCEAN

Exhibit D-20

WATER-SEWER UTILITY FUND

SCHEDULE OF N.J. ENVIRONMENTAL INFRASTRUCTURE FUND LOAN

<u>Purpose</u>	<u>Date of Issue</u>	<u>Amount of Original Issue</u>	<u>Maturities Outstanding</u>		<u>Interest Rate</u>	<u>Balance Dec. 31, 2019</u>	<u>Decreased</u>	<u>Balance Dec. 31, 2020</u>
			<u>Year</u>	<u>Amount</u>				
Utility System	2010	\$ 2,451,000.00	2021	\$ 124,627.11		-		
			2022	124,627.11				
			2023	124,627.11				
			2024	124,627.11				
			2025	124,627.11				
			2026	124,627.11				
			2027	124,627.11				
			2028	80,161.50		1,077,178.38	124,627.11	952,551.27
						<u>\$ 1,077,178.38</u>	<u>124,627.11</u>	<u>952,551.27</u>

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**BOROUGH OF ISLAND HEIGHTS**

**COUNTY OF OCEAN**

**PART III**

**REPORT ON INTERNAL CONTROLS OVER FINANCIAL REPORTING**

**AND ON COMPLIANCE AND OTHER MATTERS**

**YEAR ENDED DECEMBER 31, 2020**

ARMOUR S. HULSART, C.P.A., R.M.A., P.S.A. (1959-1992)  
ROBERT A. HULSART, C.P.A., R.M.A., P.S.A.  
ROBERT A. HULSART, JR., C.P.A., P.S.A.  

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RICHARD J. HELLENBRECHT, JR., C.P.A., P.S.A.

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

Honorable Mayor and Members  
of the Borough Council  
Borough of Island Heights  
County of Ocean  
Island Heights, New Jersey 08732

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, 2020, and the related notes to the financial statements, which collectively comprise the Borough's basic financial statements, and have issued our report thereon dated September 27, 2021, 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, we considered the Borough's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements but not for the purpose of expressing an opinion of the effectiveness of the Borough's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Borough's internal control over financial reporting.

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 combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

**Internal Control Over Financial Reporting (Continued)**

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

**Compliance and Other Matters**

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

This report is intended solely for the information and use of the Borough's management, the Borough Council, others within the organization, the Division, and federal and state awarding agencies and pass through entities, and is not intended to be and should not be used by anyone other than these specified parties.

*Robert A. Hulsart and Company*  
Independent Auditors

September 27, 2021

**BOROUGH OF ISLAND HEIGHTS**

**COUNTY OF OCEAN**

**PART IV**

**GENERAL COMMENTS AND RECOMMENDATIONS**

**YEAR ENDED DECEMBER 31, 2020**

An audit of the financial accounts and transactions of the Borough of Island Heights, in the County of Ocean, for the year ended December 31, 2020, has recently been completed. The results of the audit are herewith set forth.

### **Scope of Audit**

The audit covered the financial transactions of the Chief Financial Officer, Tax Collector, and the activities of the Mayor and Borough Council and the records of the various outside departments.

The audit did not and could not determine the character of services rendered for which payments had been made or for which reserves had not been set up, nor could it determine the character, proper price or quantity of materials supplied for which claims had been passed. These details were necessarily covered by the internal review and control before approval of such claims by the governing body.

Cash on hand was counted and cash balances were reconciled with independent certifications obtained directly from the depositories.

The accrued and realized revenues for the various Borough Departments as shown on the Statement of Revenue and Schedule of Revenue Accounts Receivable are presented as recorded in the Borough records.

### **General Comments**

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

N.J.S. 40A:11-4a 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." The amount set forth pursuant to the above statute was \$17,500 for municipalities without a qualified purchasing agent (QPA) and \$44,000 with qualified purchasing agent. The Borough's bid threshold was \$44,000 for the year under audit.

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

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

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

The compliance review of expenditures did not reveal any individual payments or contracts in excess of the statutory limit other than those where bids had been previously sought by public advertisement or where a resolution had been previously adopted under the provisions of N.J.S.A. 40A:11-4.

**Contracts and Agreements Not Required to be Advertised per N.J.S. 40A:11-6.1**

N.J.S. 40A:11-6.1 states “For all contracts that in the aggregate are less than the bid threshold but 15 percent or more of that amount... . the contracting agent shall award the contract after soliciting at least two competitive quotations, if practicable.”

We conducted a compliance review of the procedures and policies for securing quotations for purchases referred to above which indicated that the procedures were implemented to ensure statutory compliance and that quotes had been solicited as required by the statute.

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

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

The governing body on January 2, 2020 adopted the following resolutions authorizing interest to be charged on delinquent taxes:

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

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

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

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

**Delinquent Taxes and Tax Title Liens**

The last tax and utility lien sale was held on December 17, 2020.

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

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

<u>Year</u>	<u>Number of Liens</u>
2020	6
2019	6
2018	4



**Miscellaneous**

All sums of outstanding checks, reflected in cash reconciliations herein, are in agreement with the records of the Treasurer, as well as with independent lists made part of this audit.

A report summarizing collections of Animal License Fees and remittances of State Registration Fees has been prepared and filed with the New Jersey Department of Health and the Division of Local Government Services.

A statutory report on the operations of the Municipal Court has been prepared and copies filed with the New Jersey Administrative Office of the Courts, the Division of Local Government Services, the Municipal Court and the Borough Clerk.

Individual payments of the Regional School District Tax by the municipality were confirmed as received by the Secretary of the Board of Education for the year 2020.

In our verification of expenditures, no attempt was made to establish proof of rendition, character or extent of services nor quantities, nature, propriety of prices or receipt of materials, these elements being left necessarily to internal review in connection with approval of claims.

The propriety of deductions from individual employee salaries for pensions, withholding tax, social security and other purposes was not verified as part of this examination. Remittances to authorized agencies, however, were ascertained.

A summary or synopsis of this report was prepared for publication and filed with the Borough Clerk.

**FOLLOW-UP OF PRIOR YEAR FINDINGS**

In accordance with Government Auditing Standards procedures should include a review of all prior year findings. There were no prior year findings that needed to be addressed in 2020.

**FINDINGS/RECOMMENDATIONS**

None

**ACKNOWLEDGEMENT**

We desire to express our appreciation for the assistance and courtesies rendered by the Borough officials and employees during the course of the audit.

The foregoing comments are not of sufficient materiality whereby they would affect our ability to express an opinion on the financial statements taken as a whole.

Should any questions arise as to our comments, please contact us at your earliest opportunity.

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