

**BOROUGH OF FOLSOM**

**ATLANTIC COUNTY**

**NEW JERSEY**

**AUDIT REPORT**

**FOR THE YEAR ENDED  
DECEMBER 31, 2019**



**BOROUGH OF FOLSOM**

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# BOROUGH OF FOLSOM

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**BOROUGH OF FOLSOM**

**PART 1**

**REPORT ON AUDIT OF FINANCIAL STATEMENTS**

**AND SUPPLEMENTARY DATA**

**YEAR ENDED DECEMBER 31, 2019**

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# FORD - SCOTT

& ASSOCIATES, L.L.C.

CERTIFIED PUBLIC ACCOUNTANTS

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## Independent Auditor's Report

The Honorable Mayor and  
Members of Borough Council  
Borough of Folsom, New Jersey

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

We have audited the accompanying balance sheets - regulatory basis of the various funds and account group of the Borough of Folsom, as of December 31, 2019 and 2018, 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, 2019, and the related notes to the financial statements, which collectively comprise the Borough's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

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

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

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

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

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

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

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

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

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

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

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

As described in Note 19 of the financial statements, the Borough participates in a Length of Service Award Program (LOSAP) for its volunteer fire and rescue personnel. The amount reflected in the trust fund statements of \$65,169.05 and \$58,101.89 for 2019 and 2018 respectively were not audited and, therefore, we express no opinion on the LOSAP program.

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

In our opinion, except for the effects of the matter described in the “Basis for Qualified Opinion on Regulatory Basis of Accounting” paragraph, the financial statements referred to above present fairly, in all material respects, the regulatory basis balance sheets and account group as of December 31, 2019 and 2018, the regulatory basis statements of operations for the years then ended and the regulatory basis statements of revenues and expenditures for the year ended December 31, 2019 in accordance with the basis of financial reporting prescribed by the Division of Local Government Services, Department of Community Affairs, State of New Jersey as described in Note 1.

***Other Matters***

*Other Information*

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

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



financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplemental information listed in the table of contents, is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

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 our report dated June 26, 2020 on our consideration of the Borough of Folsom's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Borough of Folsom's internal control over financial reporting and compliance.

Very truly yours,

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

*Harvey C. Cocozza, Jr.*  
Harvey C. Cocozza, Jr.  
Certified Public Accountant  
Registered Municipal Accountant  
No. 551

June 26, 2020

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**EXHIBIT A - CURRENT FUND**

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

	2019	2018
<u>ASSETS</u>		
Regular Fund:		
Cash:		
Treasurer	\$ 423,764.80	594,740.49
Petty Cash	100.00	100.00
Total Cash	423,864.80	594,840.49
Other Receivables:		
Due from State - Senior Citizens and Veterans	1,151.71	1,651.71
Total Other Receivables	1,151.71	1,651.71
Receivables and Other Assets with Full Reserves:		
Delinquent Property Taxes Receivable	117,919.11	106,109.16
Tax Title and Other Liens	30,979.12	20,795.33
Property Acquired for Taxes - at Assessed Valuation	561,800.00	561,800.00
Property Deeded	309,100.00	309,100.00
Prepaid School Tax	1.21	-
Interfund Receivable:		
Grant Fund	62,906.63	-
Total Receivables and Other Assets	1,082,706.07	997,804.49
Deferred Charges		
Special Emergency Appropriation	63,000.00	94,000.00
	63,000.00	94,000.00
Total Regular Fund	1,570,722.58	1,688,296.69
Federal and State Grant Fund:		
Federal and State Grants Receivable	899,678.63	309,853.63
Due from Regular Fund	-	7,784.23
Total Federal and State Grant Fund	899,678.63	317,637.86
Total Current Fund	\$ 2,470,401.21	2,005,934.55

The Accompanying Notes To The Financial Statements Are An Integral Part of This Statement

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

<u>LIABILITIES, RESERVES AND FUND BALANCE</u>	<u>2019</u>	<u>2018</u>
Regular Fund:		
Liabilities:		
Appropriation Reserves	\$ 69,585.51	95,121.46
Encumbrances Payable/Accounts Payable	89,240.54	26,977.10
Prepaid Taxes	33,965.51	39,319.59
Overpaid Taxes	4,705.23	2,487.28
Due to Grant Fund	-	7,784.23
Due to State of New Jersey		
Marriage License	150.00	-
Local School Tax Payable	-	64,448.27
Other		
Land Sale Deposits	12,250.00	-
Reserve for Tax Map Update	1,753.08	2,233.08
Reserve for Revaluation	11,571.20	11,571.20
Reserve for JIF Safety Funds	2,150.72	1,946.66
	225,371.79	251,888.87
Reserve for Receivables and Other Assets	1,082,706.07	997,804.49
Fund Balance	262,644.72	438,603.33
Total Regular Fund	1,570,722.58	1,688,296.69
Federal and State Grant Fund:		
Due to Regular Fund	62,906.63	-
Unappropriated Reserves	2,993.06	-
Appropriated Reserves	555,203.33	317,637.86
Encumbrances Payable	278,575.61	-
Total Federal and State Grant Fund	899,678.63	317,637.86
Total Current Fund	\$ 2,470,401.21	2,005,934.55

The Accompanying Notes To The Financial Statements Are An Integral Part of This Statement

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

	2019	2018
Revenue and Other Income Realized		
Fund Balance	\$ 375,000.00	377,000.00
Miscellaneous Revenue Anticipated	981,701.95	538,305.73
Receipts from Delinquent Taxes	103,715.26	107,197.48
Receipts from Current Taxes	3,385,748.93	3,363,151.28
Non Budget Revenue	29,116.19	23,346.69
Other Credits to Income:		
Unexpended Balance of Appropriation Res.	89,738.25	119,713.43
Interfund Returned		141,275.26
Cancellation of Prior Year Liability	309.81	733.06
Sale of Municipal Assets	1,000.00	
Total Income	4,966,330.39	4,670,722.93
Expenditures		
Budget and Emergency Appropriations:		
Appropriations Within "CAPS"		
Operations:		
Salaries and Wages	339,270.00	329,540.00
Other Expenses	622,173.00	606,720.00
Deferred Charges & Statutory Expenditures	76,427.00	67,308.16
Appropriations Excluded from "CAPS"		
Operations:		
Salaries and Wages	-	-
Other Expenses	490,440.13	67,832.68
Capital Improvements	320,000.00	332,000.00
Municipal Debt Service	34,562.00	34,562.00
Deferred Charges & Statutory Expenditures	67,570.00	67,570.00
Local District School Tax	1,823,064.00	1,871,223.00
County Tax	924,725.82	936,666.97
County Share of Added Tax	6,029.21	2,433.79
Refund of Prior Year Revenue	120.00	-
Interfund Created	62,907.84	-
Total Expenditures	4,767,289.00	4,315,856.60
Excess in Revenue	199,041.39	354,866.33

The Accompanying Notes To The Financial Statements Are An Integral Part of This Statement

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

	2019	2018
Adjustments to Income before Fund Balance:		
Expenditures included above which are by Statute Deferred Charges to Budgets of Succeeding Year	-	-
Total Adjustments	-	-
Statutory Excess to Fund Balance	199,041.39	354,866.33
Fund Balance January 1	438,603.33	460,737.00
	637,644.72	815,603.33
Decreased by:		
Utilization as Anticipated Revenue	375,000.00	377,000.00
Fund Balance December 31	\$ 262,644.72	438,603.33



**CURRENT FUND  
STATEMENT OF REVENUES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Anticipated		Realized	Excess or (Deficit)
	Budget	N.J.S. 40A:4-87		
Fund Balance Anticipated	\$ 375,000.00		375,000.00	
Total Fund Balance Anticipated	375,000.00	-	375,000.00	-
Miscellaneous Revenues:				
Section A: Local Revenues				
Interest on Investments and Deposits	700.00		4,517.77	3,817.77
Interest and Costs on Taxes	14,800.00		18,093.05	3,293.05
Total Section A: Local Revenues	15,500.00	-	22,610.82	7,110.82
Section B: State Aid Without Offsetting Appropriations				
Consolidated Municipal Property Tax Relief	6,051.00		6,051.00	-
Energy Receipts Tax	180,031.00		180,031.00	-
Total Section B: State Aid Without Offsetting Appropriations	186,082.00	-	186,082.00	-
Section C: Uniform Construction Code Fees				
Uniform Construction Code Fees	3,500.00		1,610.00	(1,890.00)
Total Section C: Uniform Construction Code Fees	3,500.00	-	1,610.00	(1,890.00)

**CURRENT FUND  
STATEMENT OF REVENUES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Anticipated		Realized	Excess or (Deficit)
	Budget	N.J.S. 40A:4-87		
Section F: Special Items - Public and Private Programs				
Off-Set with Appropriations				
Recycling Tonnage Grant	2,493.06		2,493.06	
Clean Communities Program		6,742.07	6,742.07	
Municipal Alliance on Alcoholism & Drug Abuse	8,164.00		8,164.00	
Community Development Block Grant	15,000.00	15,000.00	30,000.00	
N.J. Transportation Trust Fund Authority Act		310,000.00	310,000.00	
N.J. Transportation Alternative		414,000.00	414,000.00	
<b>Total Section F: Special Items - Public and Private Programs</b>	<b>25,657.06</b>	<b>745,742.07</b>	<b>771,399.13</b>	<b>-</b>
Total Miscellaneous Revenues:	230,739.06	745,742.07	981,701.95	5,220.82
Receipts from Delinquent Taxes	105,000.00		103,715.26	(1,284.74)
Amount to be Raised by Taxes for Support of Municipal Budget	670,112.10		727,340.00	57,227.90
Local Tax for Municipal Purposes	670,112.10	-	727,340.00	57,227.90
Total Amount to be Raised by Taxes for Support of Municipal Budget	1,380,851.16	745,742.07	2,187,757.21	61,163.98
Budget Totals				
Non- Budget Revenues:			29,116.19	29,116.19
Other Non- Budget Revenues:			2,216,873.40	90,280.17
<b>\$</b>	<b>1,380,851.16</b>	<b>745,742.07</b>	<b>2,216,873.40</b>	<b>90,280.17</b>

The Accompanying Notes To The Financial Statements Are An Integral Part of This Statement

**CURRENT FUND  
STATEMENT OF REVENUES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

Analysis of Realized Revenues

Allocation of Current Tax Collections:

Revenue from Collections	\$	3,385,748.93
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Allocated to:

School, County and Other Taxes		<u>2,834,559.03</u>
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Balance for Support of Municipal Budget Appropriations		551,189.90
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Increased by:

Appropriation "Reserved for Uncollected Taxes"		<u>176,150.10</u>
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Amount for Support of Municipal Budget Appropriations		<u><u>727,340.00</u></u>
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Receipts from Delinquent Taxes:

Delinquent Tax Collection	98,952.70	
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Tax Title Lien Collections	<u>4,762.56</u>	
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Total Receipts from Delinquent Taxes		<u><u>103,715.26</u></u>
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Analysis of Non-Budget Revenue:

Miscellaneous Revenue Not Anticipated:

Licenses and Fees	2,523.00	
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Fees & Permits	8,670.00	
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Cable Franchise Fees	8,814.42	
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Administration Fee - Senior Citizens and Veterans	110.40	
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Miscellaneous Other	<u>8,998.37</u>	
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		<u>29,116.19</u>
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Total Miscellaneous Revenue Not Anticipated:	\$	<u><u>29,116.19</u></u>
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**CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Appropriations		Expended		(Over expended) Unexpended Balance Cancelled
	Budget	Budget After Modifications	Paid or Charged	Encumbered Reserved	
<b>OPERATIONS WITHIN "CAPS"</b>					
<b>GENERAL GOVERNMENT</b>					
Borough Council					
Salaries and Wages	\$ 22,000.00	22,000.00	21,900.00	100.00	
Other Expenses	1,800.00	1,800.00	964.00	836.00	
Municipal Clerk					
Salaries and Wages	123,500.00	122,000.00	114,834.09	7,165.91	
Other Expenses	22,500.00	25,500.00	23,820.14	1,625.33	
Financial Administration				54.53	
Salaries and Wages	16,325.00	16,325.00	16,319.93	5.07	
Other Expenses	10,000.00	10,000.00	7,071.61	1,265.04	
Audit Service	19,500.00	19,500.00	19,500.00	-	
Tax Assessment Administration					
Salaries and Wages	15,315.00	15,315.00	15,315.00	-	
Other Expenses	4,500.00	4,500.00	3,183.52	535.98	
Collection of Taxes					
Salaries and Wages	16,910.00	16,910.00	16,902.38	7.62	
Other Expenses	4,850.00	4,850.00	3,609.71	1,240.29	
Legal Services and Costs					
Other Expenses	35,000.00	33,300.00	30,141.50	458.50	
Engineering Services and Costs					
Other Expenses	40,000.00	50,000.00	6,519.00	38,673.00	4,808.00
Historical Society					
Other Expenses	200.00	200.00		200.00	
Planning Board					
Salaries and Wages	5,420.00	5,420.00	5,416.58	3.42	
Other Expenses	4,000.00	4,000.00	1,860.20	855.00	1,284.80
Insurance					
General Liability	34,822.00	19,822.00	18,947.00	875.00	
Worker's Compensation	29,000.00	25,000.00	24,356.00	644.00	
Employee Group Insurance	61,000.00	61,000.00	60,789.91	210.09	
Health Benefits Waiver	11,000.00	11,000.00	9,964.22	1,035.78	
Other Code Enforcement Functions					
Other Expenses	5,000.00	5,000.00	1,176.00	3,824.00	

**CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Appropriations		Paid or Charged	Expended		(Over expended) Unexpended Balance Cancelled
	Budget	Budget After Modifications		Encumbered	Reserved	
<b>PUBLIC SAFETY</b>						
Office of Emergency Management						
Salaries and Wages	1,300.00	1,300.00	950.00			350.00
Other Expenses	200.00	200.00				200.00
<b>STREETS AND ROADS</b>						
Streets and Road Maintenance						
Salaries and Wages	140,000.00	140,000.00	129,997.07		10,002.93	
Other Expenses	41,200.00	41,200.00	10,311.59	30,814.50	73.91	
Reserve for Snow Removal	1.00	1.00			1.00	
Solid Waste Collection						
Other Expenses	88,000.00	88,000.00	87,263.08		736.92	
Public Building and Grounds						
Other Expenses	25,000.00	28,000.00	20,001.43	5,184.10	2,814.47	
Vehicle Maintenance	15,000.00	15,000.00	14,836.71	122.45	40.84	
<b>SANITATION</b>						
Landfill & Solid Waste Disposal Costs						
Other Expenses	65,000.00	70,000.00	68,271.12		1,728.88	
<b>HEALTH AND WELFARE</b>						
Animal Control Services						
Other Expenses	6,000.00	7,200.00	7,200.00		-	
Environmental Commission						
Other Expenses	600.00	600.00	164.46		435.54	
<b>RECREATION AND EDUCATION</b>						
Recreation Services and Programs						
Other Expenses	5,500.00	5,500.00	4,014.86	1,014.90	470.24	
Parks Commission						
Other Expenses	5,000.00	5,000.00	1,868.57		3,131.43	
Celebration of Public Events	1,000.00	1,000.00	128.69		871.31	

**CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Appropriations		Expended			(Over expended) Unexpended Balance Cancelled
	Budget	Budget After Modifications	Paid or Charged	Encumbered	Reserved	
<b>UTILITIES</b>						
Electricity & Natural Gas	62,000.00	62,000.00	52,163.27	2,885.10	6,951.63	
Telecommunications Costs	12,000.00	12,000.00	6,244.92	234.82	5,520.26	
Petroleum Products	11,000.00	11,000.00	5,950.49	4,258.29	791.22	
<b>TOTAL OPERATIONS WITHIN "CAPS"</b>	<b>961,443.00</b>	<b>961,443.00</b>	<b>811,957.05</b>	<b>89,240.54</b>	<b>60,245.41</b>	<b>-</b>
Contingent	-	-	-	-	-	-
<b>TOTAL OPERATIONS INCLUDING CONTINGENT WITHIN "CAPS"</b>	<b>961,443.00</b>	<b>961,443.00</b>	<b>811,957.05</b>	<b>89,240.54</b>	<b>60,245.41</b>	<b>-</b>
Detail:						
Salaries and Wages	340,770.00	339,270.00	321,635.05	-	17,634.95	
Other Expenses	620,673.00	622,173.00	490,322.00	89,240.54	42,610.46	
<b>DEFERRED CHARGES AND STATUTORY EXPENDITURES:</b>						
Deferred Charges:						
none						
Statutory Expenditures:						
Contributions to:						
Public Employees' Retirement System	42,927.00	42,927.00	42,927.00	-	-	
Social Security System (O.A.S.I.)	28,000.00	28,000.00	25,050.06		2,949.94	
Unemployment Compensation	5,000.00	5,000.00			5,000.00	
Defined Contribution Retirement Program	500.00	500.00	172.76		327.24	
<b>TOTAL DEFERRED CHARGES AND STATUTORY EXPENDITURES:</b>	<b>76,427.00</b>	<b>76,427.00</b>	<b>68,149.82</b>	<b>-</b>	<b>8,277.18</b>	<b>-</b>
<b>TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES WITHIN "CAPS"</b>	<b>1,037,870.00</b>	<b>1,037,870.00</b>	<b>880,106.87</b>	<b>89,240.54</b>	<b>68,522.59</b>	<b>-</b>

**CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Appropriations		Expended		(Over expended) Unexpended Balance Cancelled
	Budget	Budget After Modifications	Paid or Charged	Encumbered Reserved	
OPERATIONS - EXCLUDED FROM "CAPS"					
(A) Operations - Excluded from "CAPS"	-	-	-	-	-
Employee Group Insurance					
TOTAL OTHER OPERATIONS - EXCLUDED FROM "CAPS"	-	-	-	-	-
Interlocal Municipal Service Agreements					
Police Dispatch	11,000.00	11,000.00	9,937.08	1,062.92	
Fire Services	16,000.00	16,000.00	16,000.00	-	
UCC -CCO Inspections					
TOTAL SHARED SERVICE AGREEMENTS	27,000.00	27,000.00	25,937.08	1,062.92	
(A) Public and Private Programs Off-Set by Revenues					
Clean Communities Program Grant		6,742.07	6,742.07	-	
Community Development Block Grant	15,000.00	30,000.00	30,000.00	-	
Municipal Alliance on Alcoholism and Drug Abuse					
State Match	8,164.00	8,164.00	8,164.00	-	
Local Match	2,041.00	2,041.00	2,041.00	-	
Recycling Tonnage Grant	2,493.06	2,493.06	2,493.06	-	
New Jersey Transportation Alternative		414,000.00	414,000.00	-	
Total Public and Private Programs Off-Set by Revenues	27,698.06	463,440.13	463,440.13	-	
Total Operations - Excluded from "CAPS"	54,698.06	490,440.13	489,377.21	1,062.92	
Detail:					
Salaries and Wages					
Other Expenses	54,698.06	490,440.13	489,377.21	1,062.92	
(C) Capital Improvements					
Capital Improvement Fund	10,000.00	10,000.00	10,000.00	-	
Computer & Electronics Equipment					
Public Works Equipment					
New Jersey Transportation Trust Fund Authority Act		310,000.00	310,000.00	-	

**CURRENT FUND  
STATEMENT OF EXPENDITURES - REGULATORY BASIS  
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Appropriations		Expended		(Over expended) Unexpended Balance Cancelled
	Budget	Budget After Modifications	Paid or Charged	Encumbered Reserved	
Total Capital Improvements	10,000.00	320,000.00	320,000.00	-	-
(D) Debt Service					
Payment of Bond Principal	23,593.00	23,593.00	23,593.00		-
Interest on Bonds	10,970.00	10,970.00	10,969.00		1.00
Total Debt Service	34,563.00	34,563.00	34,562.00	-	1.00
(E) Deferred Charges					
Special Emergency Authorizations - 5 Years	31,000.00	31,000.00	31,000.00		-
Deferred Charge to Future Taxation Unfunded Ordinance	36,570.00	36,570.00	36,570.00		-
Total Deferred Charges	67,570.00	67,570.00	67,570.00	-	-
TOTAL GENERAL APPROPRIATIONS FOR MUNICIPAL PURPOSES EXCLUDED FROM "CAPS"	166,831.06	912,573.13	911,509.21	1,062.92	1.00
SUBTOTAL GENERAL APPROPRIATIONS	1,204,701.06	1,950,443.13	1,791,616.08	89,240.54	1.00
(M) Reserve for Uncollected Taxes	176,150.10	176,150.10	176,150.10		
TOTAL GENERAL APPROPRIATIONS	\$ 1,380,851.16	2,126,593.23	1,967,766.18	89,240.54	1.00
Budget		1,380,851.16			
Appropriations by 40A-4-87		745,742.07			
		<u>2,126,593.23</u>			
Reserve for Uncollected Taxes			176,150.10		
Federal and State Grants			773,440.13		
Deferred Charges			31,000.00		
Disbursements			987,175.95		
			<u>1,967,766.18</u>		



**EXHIBIT B - TRUST FUND**

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

	<b>2019</b>	<b>2018</b>
<b>ASSETS</b>		
Animal Control Fund:		
Cash	\$ 368.95	378.95
	368.95	378.95
Length of Service Award Program (LOSAP) (unaudited)		
Investments	65,169.05	58,101.89
	65,169.05	58,101.89
Other Funds:		
Cash - Treasurer	141,361.31	136,249.43
Small Cities Loans Receivable	119,886.00	119,886.00
	261,247.31	256,135.43
	\$ 326,785.31	314,616.27

The Accompanying Notes To The Financial Statements Are An Integral Part of This Statement

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

	<b>2019</b>	<b>2018</b>
<b>LIABILITIES, RESERVES AND FUND BALANCE</b>		
Animal Control Fund:		
Reserve for Expenditures	368.95	378.95
	368.95	378.95
Length of Service Award Program (LOSAP) (unaudited)		
Net Assets Available for Benefits	65,169.05	58,101.89
Other Funds:		
Reserve for Receivables - Small Cities Loans	119,886.00	119,886.00
Reserves - Miscellaneous	141,361.31	136,249.43
	261,247.31	256,135.43
	\$ 326,785.31	314,616.27

The Accompanying Notes To The Financial Statements Are An Integral Part of This Statement

**EXHIBIT C - CAPITAL FUND**

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

<u>ASSETS</u>	<u>2019</u>	<u>2018</u>
Cash	\$ 74,277.64	102,792.38
Deferred Charges to Future Taxation -		
Funded	201,514.00	225,107.00
Unfunded	<u>88,292.32</u>	<u>124,862.32</u>
	<u>364,083.96</u>	<u>452,761.70</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>		
Serial Bonds Payable	201,514.00	225,107.00
Improvement Authorizations:		
Funded	24,915.26	100,000.00
Unfunded	-	-
Capital Improvement Fund	80,175.23	70,175.23
Fund Balance	57,479.47	57,479.47
	<u>\$ 364,083.96</u>	<u>452,761.70</u>
There were bonds and note authorized but not issued at December 31,		
2018	124,862.32	
2019	88,292.32	

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

	<u>2019</u>	<u>2018</u>
Beginning Balance January 1	\$ 57,479.47	57,479.47
No Activity		
Ending Balance December 31	\$ <u>57,479.47</u>	<u>57,479.47</u>



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

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**STATEMENT OF GENERAL FIXED ASSETS  
DECEMBER 31,  
REGULATORY BASIS**

	<u>2019</u>	<u>2018</u>
General Fixed Assets:		
Land	\$ 213,600.00	213,600.00
Buildings and Improvements	818,930.00	818,930.00
Vehicles	332,845.00	332,845.00
Furniture, Fixtures and Equipment	297,215.31	289,019.26
	<u>1,662,590.31</u>	<u>1,654,394.26</u>
Investment in General Fixed Assets	\$ <u>1,662,590.31</u>	<u>1,654,394.26</u>

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## **NOTES TO FINANCIAL STATEMENTS**

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## NOTES TO FINANCIAL STATEMENTS YEARS ENDED DECEMBER 31, 2019 AND 2018

### Note 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. Reporting Entity

The Borough of Folsom was incorporated in 1906 and is located in Southern New Jersey in Atlantic County. The population estimate by the US Department of Census as of July 2010 is 1,873. The Borough provides to its citizens the following services: recreation, public improvements, planning and zoning and general administrative services.

The Borough of Folsom is governed by a Mayor and a six-member Borough Council. The Mayor is the chief executive officer and Council is the legislative body of the Borough. The Mayor is elected to a four-year term and the six Borough Council members are elected to three-year terms. The Borough Clerk monitors the daily administrative responsibilities.

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

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

#### B. Description of Funds

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

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

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

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

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

#### C. Basis of Accounting

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

## NOTES TO FINANCIAL STATEMENTS YEARS ENDED DECEMBER 31, 2019 AND 2018

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

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

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

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

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

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

General Fixed Assets -- The Borough of Folsom has developed a fixed assets accounting and reporting system in accordance with the requirements of the State of New Jersey, Division of Local Government Services. This reporting system differs in certain respects from Generally Accepted Accounting Principles.

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

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

All fixed assets are valued at historical cost or estimated historical cost if actual historical cost is not available except for land which is valued at estimated market value on the date of acquisition. Expenditures for long lived assets with an original cost in excess of \$5,000 are capitalized except for computer equipment which is capitalized regardless of cost.

No depreciation has been provided for in the financial statements.

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



## NOTES TO FINANCIAL STATEMENTS YEARS ENDED DECEMBER 31, 2019 AND 2018

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

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

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

Interest on Delinquent Taxes – It is the policy of the Borough to collect interest for the nonpayment of taxes or assessments on or before the date when they would become delinquent. The Tax Collector is authorized to charge eight percent (8%) per annum on the first \$1,500 of taxes becoming delinquent after due date and eighteen percent (18%) per annum on any amount of taxes in excess of \$1,500 becoming delinquent after due date and if a delinquency is in excess of \$10,000 and remains in arrears beyond December 31<sup>st</sup>, an additional penalty of six percent (6%) shall be charged against the delinquency.

Capitalization of Interest -- It is the policy to the Borough of Folsom to treat interest on projects as a current expense and the interest is included in the current operating budget.

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

### **D Required Financial Statements**

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

### **E. Comparative Data**

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

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

In June 2017, the Governmental Accounting Standards Board (GASB) issued Statement No. 87, "Leases". This statement is effective for fiscal periods beginning after December 15, 2019, will not have any effect on the City's financial reporting.

In June 2018, the Governmental Accounting Standards Board (GASB) issued Statement No. 89, "Accounting for Interest Costs Incurred before the End of a Construction Period". This statement is effective for fiscal periods beginning after December 15, 2019, will not have any effect on the Borough's financial reporting.

**NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2019 AND 2018**

In May 2019, the Governmental Accounting Standards Board (GASB) issued Statement No. 91, "Conduit Debt Obligations". This statement is effective for fiscal periods beginning after December 15, 2020, will not have any effect on the Borough's financial reporting.

In January 2020, the Governmental Accounting Standards Board (GASB) issued Statement No. 92, "Omnibus 2020". This statement is effective for fiscal periods beginning after June 15, 2020, with the exception of the provisions affecting GASB 87 which is effective upon issuance, will not have any effect on the Borough's financial reporting.

In March 2020, the Governmental Accounting Standards Board (GASB) issued Statement No. 93, "Replacement of Interbank Offered Rates". This statement is effective for fiscal periods beginning after June 15, 2020, will not have any effect on the Borough's financial reporting.

In March 2020, the Governmental Accounting Standards Board (GASB) issued Statement No. 94, "Public-Private Partnerships and Availability Payment Arrangements". This statement is effective for fiscal periods beginning after June 15, 2022, will not have any effect on the Borough's financial reporting.

In May 2020, the Governmental Accounting Standards Board (GASB) issued Statement No. 95, "Postponement of the Effective Dates of Certain Authoritative Guidance". This statement is effective upon issuance and will not have any effect on the Borough's financial reporting.

In May 2020, the Governmental Accounting Standards Board (GASB) issued Statement No. 96, "Subscription-Based Information Technology Arrangements". This statement is effective for fiscal periods beginning after June 15, 2022 and will not have any effect on the Borough's financial reporting.

**Note 2: BUDGETARY INFORMATION**

Under New Jersey State Statutes, the annual budget is required to be a balanced cash basis document. To accomplish this, the municipality is required to establish a reserve for uncollected taxes. The 2019 and 2018 statutory budgets included a reserve for uncollected taxes in the amount of \$176,150.10, and \$177,085.99. To balance the budget, the municipality is required to show a budgeted fund balance. The amount of fund balance budgeted to balance the 2019 and 2018 statutory budgets was \$375,000.00 and \$377,000.00.

The Chief Financial Officer has the discretion of approving intra department budgetary transfers throughout the year. Inter department transfers are not permitted prior to November 1. After November 1 these transfers can be made in the form of a resolution and approved by Borough Council. The following significant budget transfers were approved in the 2019 and 2018 calendar years.

	<u>2019</u>	<u>2018</u>
Landfill & Solid Waste Disposal – OE	\$5,000	
Engineering Services – OE	10,000	
Workers Compensation Insurance		(15,000)
General Liability Insurance	(15,000)	(3,000)
Employee Group Insurance	(4,000)	4,000
Streets & Roads – S&W		(5,000)
Streets & Roads – OE		10,000

NJSA 40A:4-87 permits special items of revenue and appropriations to be inserted into the annual budget when the item has been made available by any public or private funding source and the item was not determined at the time of budget adoption. During the 2019 calendar year, Borough Council approved total budget insertions in the amount of \$745,742.07. Borough Council approved total budget insertions in the amount of \$23,039.46 during the 2018 calendar year. The following schedule details the significant budget insertions:

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2019 AND 2018**

<u>Budget Category</u>		<u>2019</u>	<u>2018</u>
Clean Communities	\$	6,742.07	6,039.46
Community Development Block		15,000.00	15,000.00
NJ DOT – Alternative		414,000.00	
NJ DOT – Trust Fund		310,000.00	

The municipality may make emergency appropriations, after the adoption of the budget, for a purpose which was not foreseen at the time the budget was adopted or for which adequate provision was not made therein. This type of appropriation shall be made to meet a pressing need for public expenditure to protect or promote the public health, safety, morals or welfare or to provide temporary housing or public assistance prior to the next succeeding fiscal year. Emergency appropriations, except those classified as a special emergency, must be raised in the budget of the succeeding year. Special emergency appropriations are permitted to be raised in the budgets of the succeeding three or five years. No emergency authorizations were approved by Borough Council during 2019 and 2018.

**Note 3: INVESTMENTS**

As of December 31, 2019 and 2018, the municipality had no investments other than in the Length of Service Award Program (LOSAP).

**Interest Rate Risk.** The municipality does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. However, New Jersey Statutes 40A:5-15.1(a) limits the length of time for most investments to 397 days.

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

**Concentration of Credit Risk.** The municipality places no limit on the amount the Borough may invest in any one issuer.

**Unaudited Investments**

As more fully described in Note 21, the Borough has created a Length of Service Award Program (LOSAP) for emergency service volunteers. The LOSAP investments are similar to those allowed in a deferred compensation program as specified in NJSA 43:15B-1 et. seq. except that all investments are retained in the name of the Borough. All investments are valued at fair value. In accordance with NJAC 5:30-14.37 the investments are maintained by Lincoln Financial Group, which is an authorized provider approved by the Division of Local Government Services. The balance in the account on December 31, 2019 and 2018 amounted to \$65,169.05 and \$58,101.89.

The following investments represent 5% or more of the total invested with Lincoln Financial Advisors as of December 31, 2019 and 2018.

		<u>2019</u>	<u>2018</u>
American Funds Growth Fund	\$	6,228.73	4,816.30
Fixed		19,368.87	20,353.87
L VIP SSgA S&P 500 Index Fund		24,149.82	21,216.34
L VIP T Rowe Price Structured Mid Cap Growth		7,769.31	5,717.85
All Others		7,652.32	5,997.53
Total	\$	<u>65,169.05</u>	<u>58,101.89</u>

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2019 AND 2018**

**Note 4: CASH**

**Custodial Credit Risk – Deposits.** Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned to it. The municipality's policy is based on New Jersey Statutes requiring cash be deposited only in New Jersey based banking institutions that participate in the New Jersey Governmental Depository Protection Act (GUDPA) or in qualified investments established in New Jersey Statutes 40A:5-15.1(a) that are treated as cash equivalents. Under the act, all demand deposits are covered by the Federal Deposit Insurance Corporation (FDIC). Public funds owned by the municipality in excess of FDIC insured amounts are protected by GUDPA. However, GUDPA does not protect intermingled trust funds such as salary withholdings, bail funds or funds that may pass to the municipality relative to the happening of a future condition. As of December 31, 2019 and 2018, \$0 of the municipality's bank balance of \$674,671.81 and \$869,914.58 was exposed to custodial credit risk.

**Note 5: FIXED ASSETS**

The following schedule is a summarization of the changes in general fixed assets for the calendar years ended December 31, 2019 and 2018.

	Balance as of <u>12/31/18</u>	<u>Additions/ Adjustments</u>	<u>Disposals/ Adjustments</u>	Balance as of <u>12/31/19</u>
Land	\$ 213,600.00			213,600.00
Buildings and Improvements	818,930.00			818,930.00
Furniture, Fixtures & Equipment	289,019.26	8,196.05		297,315.31
Vehicles	332,845.00			332,845.00
<b>Total</b>	<u>1,654,394.26</u>	<u>8,196.05</u>		<u>1,662,590.31</u>

	Balance as of <u>12/31/17</u>	<u>Additions/ Adjustments</u>	<u>Disposals/ Adjustments</u>	Balance as of <u>12/31/18</u>
Land	213,600.00			213,600.00
Buildings and Improvements	818,930.00			818,930.00
Furniture, Fixtures & Equipment	289,019.26			289,019.26
Vehicles	294,396.00	38,449.00		332,845.00
<b>Total</b>	<u>\$ 1,615,945.26</u>	<u>38,449.00</u>		<u>1,654,394.26</u>

**Note 6: LONG TERM DEBT**

Summary of Municipal Debt

Long-term debt as of December 31, 2019 and 2018 consisted of the following:

	Balance 12/31/18	Additions	Payments	Balance 12/31/19	Due in One Year
General	\$ 225,107.00		23,593.00	201,514.00	24,786.00
Comp Absences	3,413.52	15,450.01	13,322.52	5,541.01	
	<u>228,520.52</u>	<u>15,450.01</u>	<u>36,915.52</u>	<u>207,055.01</u>	<u>24,786.00</u>
	Balance 12/31/17	Additions	Payments	Balance 12/31/18	Due in One Year
General	247,563.00		22,456.00	225,107.00	23,593.00
Comp Absences	3,431.02	13,353.10	13,380.72	3,413.52	0.00
	<u>\$ 250,994.02</u>	<u>13,353.10</u>	<u>35,836.72</u>	<u>228,520.52</u>	<u>23,593.00</u>

**NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2019 AND 2018**

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

\$534,000 General Improvement Bond with the United States Department of Agriculture, Rural Economic and Community Development with a balance due on December 31, 2019 and 2018 of \$201,514 and \$225,107. This loan is payable in semi-annual installments of \$17,281 beginning on July 18, 1997 and continuing through July 18, 2026. Interest is calculated at 5% and is included in the semi-annual installments. This method of calculating interest, as well as semi-annual principal payments, is not in conformance with New Jersey Statutes. The Borough has received approval from the Local Finance Board to use this method of interest calculation for this issue.

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

<u>Year Ending December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2020	24,787.11	9,774.89	34,562.00
2021	26,041.96	8,520.04	34,652.00
2022	27,360.33	7,201.67	34,652.00
2023	28,745.44	5,816.56	34,652.00
2024	30,200.69	4,361.31	34,652.00
2025-2026	64,378.57	4,062.66	68,441.23
Total	<u>\$ 201,514.10</u>	<u>39,737.13</u>	<u>241,251.23</u>

As of December 31, 2019, the carrying value of the above bonds approximates the fair value of the bonds.

<u>Summary of Municipal Debt</u>	<u>Year 2019</u>	<u>Year 2018</u>	<u>Year 2017</u>
Bonds & Notes Issued	\$ 201,514.00	225,107.00	247,563.00
Bonds & Notes Authorized But Not Issued	88,292.32	124,862.32	161,432.32
Net Bonds & Notes Issued and Authorized But Not Issued	<u>\$ 289,806.32</u>	<u>349,969.32</u>	<u>408,995.32</u>

Summary of Statutory Debt Condition - Annual Debt Statement

The summarized statement of debt condition which follows is prepared in accordance with the required method of setting up the Annual Debt Statement and indicates a statutory net debt of 0.171%.

	<u>Gross Debt</u>	<u>Deductions</u>	<u>Net Debt</u>
School Debt	\$ 965,000.00	965,000.00	0.00
General Debt	289,806.32	0.00	289,806.32
	<u>\$ 1,254,806.32</u>	<u>965,000.00</u>	<u>289,806.32</u>

Net Debt \$289,806.32 ÷ Equalized Valuation Basis per N.J.S.A. 40A:2-2 as amended, \$169,323,248.67 = 0.171%.

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

3 ½ % of Equalized Valuation Basis (Municipal)	\$ 5,926,313.70
Net Debt	289,806.32
Remaining Borrowing Power	<u>\$ 5,636,507.38</u>

The above information is in agreement with the Annual Debt Statement filed by the Borough of Folsom.

**NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2019 AND 2018**

**Note 7: BOND ANTICIPATION NOTES**

The Borough of Folsom had no outstanding notes at December 31, 2019. A bond ordinance was approved in 2012 for various general improvements which authorized debt of \$365,700. It is the Borough's intent to pay off the authorized debt through the Local Municipal Budget over ten years. The remaining authorized debt at December 31, 2019 and 2018 was \$88,292.32 and \$124,862.32, respectively.

**Note 8: FUND BALANCES APPROPRIATED**

Fund balances at December 31, 2019 and 2018 which were appropriated and included as anticipated revenue in the current operating budget for the year ending December, 31, 2020 and 2019 were as follows:

	<u>2020</u>	<u>2019</u>
Current Fund	\$ 193,500.00	375,000.00

Municipalities are permitted to appropriate the full amount of fund balance, net of any amounts due from the State of New Jersey for Senior Citizens and Veterans Deductions, deferred charges, and cash deficit. The total amount of fund balance available to the Borough to appropriate in the 2020 budget is \$262,644.72 and \$438,603.33 in 2019.

**Note 9: SCHOOL TAXES**

Local District School Taxes have been raised and a liability deferred by statute, resulting in the school tax payable set forth in the Current Fund liabilities as follows:

	Local District School Tax	
	Balance	Balance
	<u>12/31/19</u>	<u>12/31/18</u>
Balance of Tax	\$ 951,902.00	935,610.27
Deferred	951,902.00	871,162.00
Tax Payable	<u>\$ 0.00</u>	<u>64,448.27</u>

**Note 10: TAXES COLLECTED IN ADVANCE**

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

	Balance	Balance
	<u>12/31/19</u>	<u>12/31/18</u>
Prepaid Taxes	\$ 33,965.51	39,319.59
Cash Liability for Taxes Collected in Advance	<u>\$ 33,965.51</u>	<u>39,319.59</u>

## NOTES TO FINANCIAL STATEMENTS YEARS ENDED DECEMBER 31, 2019 AND 2018

### Note 11: PENSION FUNDS

#### Description of Plans

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

#### Public Employees' Retirement System

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

#### Defined Contribution Retirement Plan (DCRP)

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

#### Funding Policy

The contribution policy is set by N.J.S.A. 43:15A, Chapter 62, P.L. of 1994, Chapter 115, P.L. of 1997 and N.J.S.A. 18:66, and requires contributions by active members and contributing employers. Plan member and employer contributions may be amended by State of New Jersey legislation. PERS provided for employee contributions of 7.50% of employee's annual compensation, as defined. Employers are required to contribute at an actuarially determined rate in PERS. The current PERS rate is 14.11% of covered payroll. The Borough's contributions to PERS for the years ended December 31, 2019, 2018 and 2017 were \$42,927.00, \$38,808.16, and \$36,213.00.

The total payroll for the years ended December 31, 2019, 2018 and 2017 was \$333,594.82, \$331,734.67, and \$332,253.80. Payroll covered by PERS was \$273,245.00, \$276,052.00, and \$270,339.00.

#### Significant Legislation

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

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

- New members of the PERS hired on or after June 28, 2011 (Tier 5 members) will need 30 years of creditable service and age 65 for receipt of the early retirement benefit without a reduction of  $\frac{1}{4}$  of 1% for each month that the member is under age 65.

## NOTES TO FINANCIAL STATEMENTS YEARS ENDED DECEMBER 31, 2019 AND 2018

- The eligibility age to qualify for a service retirement in the PERS is increased from age 63 to 65 for Tier 5 members.
- The annual benefit under special retirement for new PFRS members enrolled after June 28, 2011 (Tier 3 members), will be 60% instead of 65% of the member's final compensation plus 1% for each year of creditable service over 25 years but not to exceed 30 years.
- Increases in active member contribution rates. PERS active member rates increase from 5.5% of annual compensation to 6.5% plus an additional 1% phased-in over 7 years; PFRS active member rate increase from 8.5% to 10%. For fiscal year 2012, the member contribution rates increased in October 2011. The phase-in of the additional incremental member contribution rates for PES members will take place in July of each subsequent fiscal year.
- The payment of automatic cost-of-living adjustment (COLA) additional increases to current and future retirees and beneficiaries is suspended until reactivated as permitted by this law.
- New employee contribution requirements towards the cost of employer-provided health benefit coverage. Employees are required to contribute a certain percentage of the cost of coverage. The rate of contribution is determined based on the employee's annual salary and the selected level of coverage. The increased employee contributions will be phased in over a 4-year period for those employed prior to Chapter 78's effective date with a minimum contribution required to be at least 1.5% of salary.
- In addition, this new legislation changes the method for amortizing the pension systems' unfunded accrued liability (from a level percent of pay method to a level dollar of pay).

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

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

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

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



**NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2019 AND 2018**

**Note 12: PENSION LIABILITIES**

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

The following represents the Borough's pension liabilities as June 30, 2019:

**Public Employees' Retirement System**

The Borough has a liability of \$742,983.00 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2018 that was rolled forward to June 30, 2019. The Borough's proportion of the net pension liability was based on a projection of the Borough's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2019, the Borough's proportion is 0.0052355880%, which was a decrease of 3.60% from its proportion measured as of June 30, 2018.

For the year ended December 31, 2019, the Borough would have recognized pension expense of \$40,067.00. At December 31, 2019, the Borough would report deferred outflows of resources and deferred inflows of resources related to PERS from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes of assumptions	\$ 74,190.00	257,887.00
Difference between expected and actual experience	13,336.00	3,282.00
Net difference between projected and actual earnings on pension plan investments		11,728.00
Changes in proportion and differences between Boro. contributions and proportionate share of contributions	56,866.00	38,147.00
Total	\$ 144,392.00	311,044.00

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

Year ended June 30,	
2020	\$ 19,287.37
2021	62,567.88
2022	55,869.47
2023	26,233.60
2024	2,693.68
Total	\$ 166,652.00

**NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2019 AND 2018**

**Actuarial Assumptions**

The total pension liability for the June 30, 2019 measurement date was determined by an actuarial valuation as of July 1, 2018, which was rolled forward to June 30, 2019. This actuarial valuation used the following assumptions, applied to all periods in the measurement:

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)
Investment 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 200 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 disable 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 generational basis. Mortality improvement is based on Scale MP-2019.

The actuarial assumptions used in the July 1, 2018 valuation were based on the results of an actuarial experience study for the period July 1, 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, 2019) is determined by the State Treasurer, after consultation with the Directors of the Division of Investments and Division of Pensions and Benefits, the board of trustees and the actuaries. The long term expected rate of return was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in PERS's target asset allocation as of June 30, 2019 are summarized in the following table:

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2019 AND 2018**

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Risk mitigation strategies	3.00%	4.67%
Cash equivalents	5.00%	2.00%
U.S. Treasuries	5.00%	2.68%
Investment grade credit	10.00%	4.25%
High yield	2.00%	5.37%
Private credit	6.00%	7.92%
Real assets	2.50%	9.31%
Real estate	7.50%	8.33%
US equity	28.00%	8.26%
Non-U.S. developed markets equity	12.50%	9.00%
Emerging markets equity	6.50%	11.37%
Private equity	12.00%	10.85%

*Discount Rate*

The discount rate used to measure the total pension liability was 6.28% as of June 30, 2019. This single blended discount rate was based on the long-term expected rate of return on pension plan investments of 7.00%, and a municipal bond rate of 3.50% as of June 30, 2019, based on the Bond Buyer Go 20-Bond Municipal Bond Index which includes tax-exempt general obligation municipal bonds with an average rating of AA/Aa or higher. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made based on 70% of the actuarially determined contributions for the State employer and 100% of actuarially determined contributions for local employers. Based on those assumptions, the plan's fiduciary net position was projected to be available to make projected future benefit payments of current plan members through 2057. Therefore, the long-term expected rate of return on plan investments was applied to projected benefit payments through 2057 and the municipal bond rate was applied to projected benefit payments after that date in determining the total pension liability.

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

The following presents the Borough's proportionate share of the net pension liability calculated using the discount rate of 6.28%, as well as what the Borough's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower (5.28%) or 1-percentage point higher (7.28%) than the current rate:

	1% Decrease (5.28%)	Current Discount Rate (6.28%)	1% Increase (7.28%)
Borough's proportionate share of the net pension liability	\$ 891,703	742,983	\$ 617,811

*Pension plan fiduciary net position.*

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

## **NOTES TO FINANCIAL STATEMENTS YEARS ENDED DECEMBER 31, 2019 AND 2018**

### **Note 13: DEFERRED COMPENSATION**

Employees of the Borough may participate in a deferred compensation plan adopted under the provisions of Internal Revenue Code Section 457 (Deferred Compensation Plans with Respect to Service for State and Local Governments).

The deferred compensation plan is available to all employees of the Borough. Under the plan, employees may elect to defer a portion of their salaries and avoid paying taxes on the deferred portion until the withdrawal date. The deferred compensation amount is not available for withdrawal by employees until termination, retirement, death, or unforeseeable emergency.

An unrelated financial institution administers the deferred compensation plan. Under the terms of an IRC Section 457 deferred compensation plan, all deferred compensation and income attributable to the investment of the deferred compensation amounts held by the financial institution, until paid or made available to the employees or beneficiaries, are the property of the employees.

As part of its fiduciary role, the Borough has an obligation of due care in selecting the third party administrator. In the opinion of the Borough's legal counsel, the Borough has acted in a prudent manner and is not liable for losses that may arise from the administration of the plan.

### **Note 14: ACCRUED SICK AND VACATION BENEFITS**

Borough employees are permitted to accrue six (6) sick days per year which may be accumulated from year to year with a 25 day limitation. If the employee was hired prior to January 1, 1999, they are permitted to accumulate up to 36 days. Employees are not permitted to receive compensation for this accumulated time upon termination. Vacation is earned depending on length of service, with five (5) days permitted to be carried over to the following year provided notice is given thirty (30) days prior to the end of the year. Employees will be paid for this time, plus vacation earned in the current year, upon termination. Compensatory time will be paid upon termination only if the time was earned in the immediately preceding six months.

It is estimated that the current cost of such unpaid compensation would approximate \$5,541.01 in 2019 and \$3,413.52 in 2018. This amount is not reported either as an expenditure or liability. Effective January 1, 2002 the State of New Jersey is allowing municipalities to accrue a compensated absences liability. The Borough has elected not to accrue this liability as of December 31, 2019; but, instead is accounting for the expense on a pay-as-you-go basis.

### **Note 15: ECONOMIC DEPENDENCY**

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

### **Note 16: CONTINGENT LIABILITIES**

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

### **Note 17: 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.

**Property and Liability Insurance** –The Borough is a member of the Atlantic County Joint Insurance Fund and the Municipal Excess Liability Fund which also includes other municipalities throughout the region. The Borough is obligated to remit insurance premiums into these funds for sufficient insurance

**NOTES TO FINANCIAL STATEMENTS  
YEARS ENDED DECEMBER 31, 2019 AND 2018**

coverage. There is an unknown contingent liability with the Atlantic County Municipal Joint Insurance Fund if there is a catastrophic insurance claim from any member of the fund. The Borough has a coverage limitation of \$100,000 under JIF and a coverage limitation of \$10,000,000 under MEL. There was no reduction in coverage and no claims in excess of coverage during 2019 or 2018. The Joint Insurance Fund issues its own financial report which may be obtained from the Atlantic County Joint Insurance Fund, PO Box 488, Marlton, NJ 08053

**New Jersey Unemployment Compensation Insurance** – The Borough has elected to fund its New Jersey Unemployment Compensation Insurance under the “Benefit Reimbursement Method”. Under this plan, the Borough is required to reimburse the New Jersey Unemployment Trust Fund for benefits paid to its former employees and charged to its account with the State. The Borough is billed quarterly for amounts due to the State. The following is a summary of Borough contributions, employee contributions, reimbursements to the State for benefits and the ending balance of the Borough's trust fund for the current and prior two years:

Calendar <u>Year</u>	Borough <u>Contributions</u>	Employee <u>Contributions</u>	Interest <u>Earned</u>	Amount <u>Reimbursed</u>	Ending <u>Balance</u>
2019	0.00	5,521.79	174.48	0.00	33,082.60
2018	0.00	740.72	20.72	0.00	27,386.33
2017	0.00	5,770.93	9.95	18.10	26,624.89

**Note 18: INTERFUND BALANCES**

As of December 31, 2019, the following interfunds were included on the balance sheets of the various funds of the Borough of Folsom:

	Due <u>From</u>	Due <u>To</u>
Current Fund:		
Grant Fund	\$ 62,906.63	
Grant Fund:		
Current Fund		62,906.63
	\$ 62,906.63	62,906.63

The grant fund interfund was created as a result of funds expended in the grant fund but not yet received from the grantor. The Borough does not maintain a separate bank account for the Grant Fund.

**Note 19: LENGTH OF SERVICE AWARDS PROGRAM (UNAUDITED)**

On August 9, 2001 Borough Council adopted an ordinance establishing the Length of Service Awards (LOSAP) Deferred Compensation Plan. This plan was approved by the voters of the Borough of Folsom by referendum at the general election in November of 2001. This plan is made available to all bona fide eligible volunteers who are performing qualified services which is defined as fire fighting and prevention services, emergency medical services and ambulance services pursuant to Section 457 of the Internal Revenue Code of 1986, as amended, except for provisions added by reason of the LOSAP as enacted into federal law in 1997. The establishment of this LOSAP also complies with New Jersey Public Law 1997, Chapter 388 and the LOSAP Document. Contributions by the Borough for qualified participants were \$0 for the 2019 and 2018 calendar years. The contributions are based on qualified service credits earned in the previous calendar year. Effective January 1, 2012, the volunteer fire company was dissolved by the Borough and no additional contributions will be made to the LOSAP program.

**Note 20: SANITARY LANDFILL**

The Borough owns a landfill that has not been open for several years. Although the Borough has complied with monitoring requirements, the landfill has not been permanently closed in accordance with the requirements of the Commissioner of the New Jersey Department of Environmental Protection, the

**NOTES TO FINANCIAL STATEMENTS**  
**YEARS ENDED DECEMBER 31, 2019 AND 2018**

Solid Waste Management Act, the Sanitary Landfill Closure and Contingency Fund Act, and the New Jersey Water Pollution Control Act. The Borough has been in communication with the Department of Environmental Protection to determine the specific requirements for this landfill. There is not sufficient information available to estimate the cost of closure or the required cost of post closure activity.

**Note 21: SUBSEQUENT EVENTS**

The Borough has evaluated subsequent events through June 26, 2020, the date which the financial statements were available to be issued and noted no issues for disclosure or adjustment.

## **SUPPLEMENTARY DATA**

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# FORD - SCOTT

& ASSOCIATES, L.L.C.

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## Independent Auditor's Report

The Honorable Mayor and  
Members of Borough Council  
Borough of Folsom, New Jersey

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the regulatory basis financial statements of the various funds and account group as of and for the year ended December 31, 2019, and the related notes to the financial statements, which collectively comprise Borough's basic financial statements, and have issued our report thereon dated June 26, 2020, which was adverse due to being presented in accordance with the New Jersey regulatory basis of accounting.

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

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

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

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

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Borough's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an

opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

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

Very truly yours,

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

*Harvey C. Cocozza, Jr.*  
Harvey C. Cocozza, Jr.  
Certified Public Accountant  
Registered Municipal Accountant  
No. 551

June 26, 2020

***AUDIT FINDINGS AND RESPONSES***

**NONE**

***STATUS OF PRIOR RECOMMENDATIONS***

**NONE**

**CURRENT FUND  
SCHEDULE OF CASH - TREASURER**

		Current Fund
Balance December 31, 2018	\$	594,740.49
Increased by Receipts:		
Tax Collector		3,479,965.88
Revenue Accounts Receivable		192,209.77
Miscellaneous Revenue		29,116.19
State of New Jersey:		
Senior Citizen and Veterans Deductions		20,250.00
Marriage Licenses		225.00
Sale of Municipal Property		1,000.00
Land Sale Deposit		12,250.00
Reserve for JIF Safety Fees		4,335.81
Federal and State Unappropriated Reserves		2,993.06
Federal and State Receivables		183,323.54
		3,925,669.25
		4,520,409.74
Decreased by Disbursements:		
Current Year Appropriation		987,175.95
Prior Year Appropriations		32,360.31
County Taxes		930,755.03
Local District School Taxes		1,887,513.48
State of New Jersey:		
Marriage Licenses		100.00
Property Tax Refunds		1,341.19
Refund of Prior Year Revenue		120.00
Reserve for JIF Safety Fees		1,053.39
Reserve for Tax Map Update		480.00
Federal and State Disbursements		255,745.59
		4,096,644.94
Balance December 31, 2019	\$	423,764.80

See Accompanying Auditor's Report

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

Balance December 31, 2018		\$	-
Increased by Receipts:			
Prepaid Taxes	33,965.51		
Taxes Receivable	3,423,144.76		
Revenue Accounts Receivable	18,093.05		
Tax Title and Other Liens	4,762.56		
			3,479,965.88
			3,479,965.88
Payments to Treasurer			3,479,965.88
Balance December 31, 2019		\$	-

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

Year	Balance Dec. 31, 2018	Current Year Levy	Added Taxes	Overpayments Created	Collections by Cash 2018	2019	Overpayments Applied	Transferred To Tax Title Lien	Transferred to Foreclosed Property	Cancelled	Balance Dec. 31, 2019
2018	\$ 106,109.16	-	-	-	41,806.87	98,952.70	-	7,156.46	-	-	0.00
	106,109.16					98,952.70		7,156.46			0.00
2019	-	3,499,559.49	22,569.39	-	41,806.87	3,343,942.06	-	6,872.58	-	11,588.26	117,919.11
	106,109.16	3,499,559.49	22,569.39	-	41,806.87	3,442,894.76	-	14,029.04	-	11,588.26	117,919.11

Cash Receipts  
Senior Citizens and Veterans  
3,442,894.76

Analysis of Current Year Tax Levy

Tax Yield:  
General Property Tax  
Added Taxes (54.4-63.1 et. Seq.)

3,423,144.76  
19,750.00  
3,442,894.76

Tax Levy:  
General County Taxes  
County Library Taxes  
County Health Taxes  
County Open Space Taxes  
County Added and Omitted Taxes  
Total County Taxes

823,443.38  
60,760.37  
38,362.20  
2,159.87  
6,029.21  
930,755.03

Local School District Tax

1,903,804.00

Local Tax for Municipal Purposes  
Add: Additional Tax Levied

670,112.10  
17,457.75  
687,569.85

3,522,128.88

**CURRENT FUND  
SCHEDULE OF TAX TITLE AND OTHER LIENS**

Balance December 31, 2018		\$	20,795.33
Increased by:			
Transfers from Taxes Receivable	14,029.04		
Interest and Costs Accrued by Sale of April 10, 2019	<u>917.31</u>		<u>14,946.35</u>
			35,741.68
Decreased by:			
Collections	<u>4,762.56</u>		<u>4,762.56</u>
Balance December 31, 2019		\$	<u><u>30,979.12</u></u>

**CURRENT FUND  
SCHEDULE OF REVENUE ACCOUNTS RECEIVABLE**

	Balance Dec. 31, 2018	Accrued in 2019	Collected by		Balance Dec. 31, 2019
			Collector	Treasurer	
Code Enforcement:					
Building Permits		1,610.00		1,610.00	
Interest and Costs on Taxes		18,093.05	18,093.05		
Interest Earned on Investments and Deposits		4,517.77		4,517.77	
Energy Receipts Tax		180,031.00		180,031.00	
Consolidated Municipal Property Tax Relief Act		6,051.00		6,051.00	
	\$ -	210,302.82	18,093.05	192,209.77	-

See Accompanying Auditor's Report



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

	Balance Dec. 31, 2018	Balance After Transfers	Paid or Charged	Balance Lapsed	Over- Expended
<b>OPERATIONS WITHIN "CAPS"</b>					
<b>GENERAL GOVERNMENT</b>					
Borough Council					
Other Expenses	\$ 402.00	402.00	95.00	307.00	
Municipal Clerk					
Other Expenses	2,034.15	2,034.15	240.32	1,793.83	
Financial Administration					
Other Expenses	1,532.13	1,532.13	636.70	895.43	
Audit Services	500.00	500.00	500.00	-	
Assessment of Taxes					
Other Expenses	492.20	492.20	217.90	274.30	
Legal Services and Costs					
Other Expenses	6,092.00	6,092.00	1,186.00	4,906.00	
Engineering Services and Costs					
Other Expenses	18,521.24	18,521.24	885.00	17,636.24	
Planning Board					
Salaries and Wages	353.04	353.04	200.00	153.04	
Other Expenses	311.10	311.10	105.24	205.86	
Insurance					
Unemployment Compensation Insurance	4,788.18	4,788.18	4,788.18	-	
Municipal Court					
Other Expenses	774.03	774.03	151.51	622.52	
<b>STREETS AND ROADS</b>					
Road Repairs and Maintenance					
Other Expenses	9,984.05	9,984.05	7,930.42	2,053.63	
Building and Grounds					
Other Expenses	1,667.05	1,667.05	85.09	1,581.96	
Solid Waste Collection					
Other Expenses	8,456.30	8,456.30	7,235.22	1,221.08	
Solid Waste Deposal Costs	10,792.66	10,792.66	5,078.65	5,714.01	
<b>UTILITIES</b>					
Electricity & Natural Gas	13,838.70	13,838.70	2,526.88	11,311.82	
Telecommunication Costs					
Petroleum Products	3,331.52	3,331.52	498.20	2,833.32	
All Other Accounts - No Change	38,228.21	38,228.21	-	38,228.21	
	<u>\$ 122,098.56</u>	<u>122,098.56</u>	<u>32,360.31</u>	<u>89,738.25</u>	<u>-</u>

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

Balance December 31, 2018			
School Tax Payable	\$	64,448.27	
School Tax Deferred		<u>871,162.00</u>	
			935,610.27
Increased by:			
Levy - School Year July 1, 2018 to June 30, 2019			<u>1,903,804.00</u>
			2,839,414.27
Decreased by:			
Payments			<u>1,887,512.27</u>
Balance December 31, 2019			
School Tax Payable		-	
School Tax Deferred		<u>951,902.00</u>	
			<u>951,902.00</u>
Current Year Liability for Local School District School Tax:			
Tax Paid			1,887,512.27
Tax Payable Ending			<u>-</u>
			1,887,512.27
Less: Tax Payable Beginning			<u>64,448.27</u>
Amount Charged to Current Year Operations	\$		<u><u>1,823,064.00</u></u>

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

Purpose	Balance Dec. 31, 2018	Transferred From 2019 Revenues	Received	Cancelled	Balance Dec. 31, 2019
<b>FEDERAL GRANTS:</b>					
Community Development Block Grant	\$ 22,753.63	30,000.00			52,753.63
Total Federal	<u>22,753.63</u>	<u>30,000.00</u>	<u>-</u>	<u>-</u>	<u>52,753.63</u>
<b>STATE GRANTS:</b>					
NJ Transportation Trust Fund Authority	282,000.00	310,000.00	164,175.00		427,825.00
NJ Transportation Alternative Clean Communities		414,000.00	6,742.07		414,000.00
Recycling Tonnage Grant	-	2,493.06	2,493.06		-
Total State	<u>282,000.00</u>	<u>733,235.13</u>	<u>173,410.13</u>	<u>-</u>	<u>841,825.00</u>
<b>LOCAL GRANTS:</b>					
Municipal Alliance Program	5,100.00	8,164.00	6,920.35	(1,243.65)	5,100.00
Total Local	<u>5,100.00</u>	<u>8,164.00</u>	<u>6,920.35</u>	<u>(1,243.65)</u>	<u>5,100.00</u>
	<u>\$ 309,853.63</u>	<u>771,399.13</u>	<u>180,330.48</u>	<u>(1,243.65)</u>	<u>899,678.63</u>
		Cash	180,330.48		
		Unappropriated Reserves	-		
			<u>180,330.48</u>		

See Accompanying Auditor's Report

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

	Balance December 31, 2018	Reserve for	2019	Disbursed	Encumbrances	Cancelled	Balance
	Appropriated	Encumbrances	Appropriations				Dec. 31, 2019
<b>FEDERAL GRANTS:</b>							
Community Development Block Grant	22,753.63	-	30,000.00	8,196.05	-	-	44,557.58
Total Federal	<u>22,753.63</u>	<u>-</u>	<u>30,000.00</u>	<u>8,196.05</u>	<u>-</u>	<u>-</u>	<u>44,557.58</u>
<b>STATE GRANTS:</b>							
Recycling Tonnage Grant	6,996.71	-	2,493.06	1,775.03	6,742.07	-	7,714.74
Clean Communities	-	-	6,742.07	-	-	-	-
NJ Transportation Trust Fund Authority Act	282,000.00	-	310,000.00	236,916.72	271,833.54	-	83,249.74
NJ Transportation Alternative	-	-	414,000.00	-	-	-	414,000.00
Sustainable Jersey Grant	154.11	-	-	-	-	-	154.11
Total State	<u>289,150.82</u>	<u>-</u>	<u>733,235.13</u>	<u>238,691.75</u>	<u>278,575.61</u>	<u>-</u>	<u>505,118.59</u>
<b>LOCAL GRANTS:</b>							
Atlantic County Drug Alliance-County	5,733.41	-	10,205.00	8,857.79	-	(1,553.46)	5,527.16
Total Local	<u>5,733.41</u>	<u>-</u>	<u>10,205.00</u>	<u>8,857.79</u>	<u>-</u>	<u>(1,553.46)</u>	<u>5,527.16</u>
<b>\$</b>	<u>317,637.86</u>	<u>-</u>	<u>773,440.13</u>	<u>255,745.59</u>	<u>278,575.61</u>	<u>(1,553.46)</u>	<u>555,203.33</u>

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

<u>Purpose</u>	<u>Balance Dec. 31, 2018</u>	<u>Transferred To 2019 Appropriations</u>	<u>Received</u>	<u>Balance Dec. 31, 2019</u>
<b>STATE GRANTS:</b>				
Recycling Tonnage Grant	\$ -		2,993.06	2,993.06
<b>Total State</b>	<u>\$ -</u>	<u>-</u>	<u>2,993.06</u>	<u>2,993.06</u>

See Accompanying Auditor's Report

**TRUST FUND  
SCHEDULE OF CASH - TREASURER**

	Animal Control	Other
Balance December 31, 2018	\$ 378.95	136,249.43
Increased By:		
State Dog License Fees	141.00	
Municipal Dog License Fees	733.00	
Cat License Fees	288.00	
Unemployment Claims		5,696.27
Escrow Deposits		6,208.25
Small Cities Receipts		341.95
Community Garden		220.00
Tax Title Lien Redemption		21,272.79
Payroll and Deductions		358,272.12
	1,162.00	392,011.38
	1,540.95	528,260.81
Decreased By:		
Paid to State of NJ	141.00	
Dog Fund Expenditures	1,031.00	
Escrow Payments		8,306.38
Tax Title Lien Premiums		300.00
Tax Title Lien Redemptions		21,272.79
Payroll and Deductions		356,791.08
Community Garden		229.25
	1,172.00	386,899.50
Balance December 31, 2019	368.95	141,361.31
<b>Analysis of December 31, 2019 Balance</b>		
Payroll Deductions		1,495.66
Unemployment Trust		33,082.60
Developer's Escrow		39,181.27
Small Cities Revolving Loan Trust		67,601.78
		141,361.31
	\$	141,361.31

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

Balance December 31, 2018	\$		378.95
Increased by:			
Dog License Fees Collected		733.00	
Cat License Fees Collected		288.00	
		1,021.00	1,021.00
			1,399.95
Decreased by:			
Expenditures under N.J.S.A. 4:19-15.11:			
Cash		1,031.00	
		1,031.00	1,031.00
Balance December 31, 2019	\$		368.95

License Fees Collected

<u>Year</u>	<u>Amount</u>
2018	1,096.80
2017	1,337.00
	2,433.80
	2,433.80

**TRUST FUND  
SCHEDULE OF AMOUNT DUE TO/(FROM) STATE OF NEW JERSEY  
ANIMAL CONTROL FUND**

Balance December 31, 2018	\$		-
Increased By:			
Collected in 2019			
State License Fees		85.00	
Pilot Clinic Fund Fees		17.00	
Animal Population Control Fees		39.00	
		141.00	141.00
Decreased By:			
Payments			
			141.00
Balance December 31, 2019	\$		-



**TRUST - OTHER FUNDS  
SCHEDULE OF MISCELLANEOUS RESERVES  
FOR THE YEAR ENDED DECEMBER 31, 2019**

Reserve	Balance Dec. 31, 2018	Increased by			Decreased by			Balance Dec. 31, 2019
		Receipts	Other	Disbursements	Other			
Unemployment Compensation Trust	\$ 27,386.33	5,696.27					33,082.60	
Developers Escrow	38,247.65	6,208.25		8,306.38			36,149.52	
Tax Title Lien Premiums	300.00			300.00			-	
Tax Title Lien Redemptions	-	21,272.79		21,272.79			-	
Payroll Deductions	14.62	358,272.12		356,791.08			1,495.66	
Small Cities Revolving Loan Trust	67,259.83	341.95					67,601.78	
Storm Recovery Trust	2,901.00						2,901.00	
Community Garden	140.00	220.00		229.25			130.75	
	<u>\$ 136,249.43</u>	<u>392,011.38</u>	<u>-</u>	<u>386,899.50</u>	<u>-</u>		<u>141,361.31</u>	

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

Balance December 31, 2018		\$ 102,792.38
Increased by:		
Current Operating Budget Appropriations:		
Capital Improvement Fund	10,000.00	
Bonds and Notes Authorized But Not Issued	36,570.00	
	<u>46,570.00</u>	<u>149,362.38</u>
Decreased by:		
Improvement Authorizations	<u>75,084.74</u>	<u>75,084.74</u>
Balance December 31, 2019		<u><u>\$ 74,277.64</u></u>

**GENERAL CAPITAL FUND  
ANALYSIS OF CASH**

	Balance		Receipts		Disbursements		Transfers		Balance
	Dec. 31, 2018		Budget Appropriation	Miscellaneous	Improvement Authorizations	Miscellaneous	From	To	
Fund Balance	\$ 57,479.47								57,479.47
Capital Improvement Fund	70,175.23	10,000.00							80,175.23
Improvement Authorizations:									
8-2012 Various General Improvements	(124,862.32)			36,570.00	75,084.74				(88,292.32)
7-2018 Borough Parking Lot Improvements	100,000.00								24,915.26
	\$ 102,792.38	10,000.00	10,000.00	36,570.00	75,084.74	-	-	-	74,277.64

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

Balance December 31, 2018	\$	225,107.00
Decreased by:		
2019 Budget Appropriation to Pay Bonds:		
Municipal Bonds		<u>23,593.00</u>
Balance December 31, 2019	\$	<u><u>201,514.00</u></u>

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

Ord #	Improvement Description	Balance Dec. 31, 2018	2019 Authorizations	Raised in 2019 Budget	Cancelled Authorization	Balance Dec. 31, 2019	Analysis of Balance		
							Bond Anticipation Notes	Expenditures	Unexpended Improvement Authorizations
8-2012	Various General Improvements	\$ 124,862.32		36,570.00	-	88,292.32	-	88,292.32	-
		\$ 124,862.32	-	36,570.00	-	88,292.32	-	88,292.32	-

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

Balance December 31, 2018	\$	70,175.23
Increased by:		
Budget Appropriation		10,000.00
Decreased by:		
Appropriated to Finance Improvement Authorization		-
		<hr/>
Balance December 31, 2019	\$	<u><u>80,175.23</u></u>

**GENERAL CAPITAL FUND  
SCHEDULE OF IMPROVEMENT AUTHORIZATIONS**

Ord #	Improvement Description	Ord. Date	Amount	Authorizations				Balance December 31, 2019 Unfunded			
				Balance December 31, 2018 Unfunded	Other Funding	Deferred Charges to Future Taxation	Paid or Charged		Encumbered	Cancelled	
7-2018	Borough Parking Lot Improvements	11/13/18	100,000	100,000.00			75,084.74				24,915.26
				\$ 100,000.00			\$ 75,084.74				\$ 24,915.26

**GENERAL CAPITAL FUND  
SCHEDULE OF GENERAL SERIAL BONDS PAYABLE**

Purpose	Date of Issue	Amount of Original Issue	Maturities of Bonds Outstanding		Interest Rate	Balance Dec. 31, 2018	Increased	Decreased	Balance Dec. 31, 2019
			Date	December 31, 2019					
Acquisition of Land, Renovations, and Addition to Borough Hall	7/18/96	534,000	1/18/20	12,240					
			7/18/20	12,546					
			1/18/21	12,860					
			7/18/21	13,182					
			1/18/22	13,511					
			7/18/22	13,849					
			1/18/23	14,195					
			7/18/23	14,550					
			1/18/24	14,914					
			7/18/24	15,287					
			1/18/25	15,669					
			7/18/25	16,061					
			1/18/26	16,461					
			7/18/26	16,190					
					5.00%	225,107.00		23,593.00	201,514.00
					\$	<u>225,107.00</u>		<u>23,593.00</u>	<u>201,514.00</u>



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

Ordinance Number	Improvement Description	Balance Dec. 31, 2018	2019 Authorizations	Debt Issued	Cancelled Authorization	Paid Through Budget	Balance Dec. 31, 2019
8-2012	Various General Improvements	\$ 124,862.32			-	36,570.00	88,292.32
		<u>\$ 124,862.32</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>36,570.00</u>	<u>88,292.32</u>

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**BOROUGH OF FOLSOM**

**PART II**

**LETTER OF COMMENTS AND RECOMMENDATIONS**

**YEAR ENDED DECEMBER 31, 2019**

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## **GENERAL COMMENTS**

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

N.J.S. 40A:11-4 states "Every contract or agreement, for the performance of any work or the furnishing or hiring of any materials or supplies, the cost of the contract price whereof is to be paid with or out of public funds not included within the terms of Section 3 of this act, shall be made or awarded only after public advertising for bids and bidding therefore, except as provided otherwise in this act or specifically by any other law. No work, materials or supplies shall be undertaken, acquired or furnished for a sum exceeding in the aggregate \$17,500, except by contract or agreement". Effective July 1, 2010, the bid threshold was increased to \$40,000 for municipalities with a Qualified Purchasing Agent. On August 11, 2011 the Borough Council appointed a Qualified Purchasing Agent and adopted a resolution to increase the bid threshold to \$40,000.

The governing body of the municipality has the responsibility of determining whether the expenditures of any category will exceed \$40,000 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 indicated the following contracts were bid in 2019:

- Road improvements

The minutes indicate 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 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.

My examination of expenditures did not reveal individual payments, contracts or agreements in excess of \$40,000 "for the performance of any work or hiring of any materials or supplies", 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. 40A:11-6.

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

The statute 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 become delinquent.

The governing body on January 7, 2019 adopted the following resolution authorizing interest to be charged on delinquent taxes:

WHEREAS, NJSA 54:5-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the payment of taxes as provided by law.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Folsom, County of Atlantic and State of New Jersey, as follows:

The Tax Collector is hereby authorized and directed to charge eight percent (8%) per annum on the first \$1,500 of taxes becoming delinquent as due date and eighteen percent (18%) per annum on any amount of taxes in excess of \$1,500 becoming delinquent after the due date and if a delinquency is in excess of \$10,000 and remains in arrears beyond December 31<sup>st</sup>, an additional penalty of six percent (6%) shall be charged against the delinquency.

There will be a ten (10) day grace period of quarterly tax payments made by cash, check, or money order. If payments are not received within the grace period, interest is then calculated from the date when the payment was originally due, until the date of actual payment.

**Delinquent Taxes and Tax Title Liens**

The last tax sale was held on April 10, 2019 and was complete. There were no properties in bankruptcy as of December 31, 2019.

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

<u>Year</u>	<u>Number of Liens</u>
2019	23
2018	21
2017	17

**Verification of Delinquent Taxes and Other Charges**

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

<u>Type</u>	<u>Number Mailed</u>
Payment of 2019 and 2020 Taxes	5
Delinquent Taxes	5
Tax Title Liens	2

**Comparison of Tax Levies and Collections Currently**

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

<u>Year</u>	<u>Tax Levy</u>	<u>Currently</u>	
		<u>Cash Collections</u>	<u>Percent of Collections</u>
2019	\$ 3,522,128.88	3,385,748.93	96.13%
2018	3,483,278.41	3,363,151.28	96.55%
2017	3,503,491.09	3,359,707.09	95.90%
2016	3,368,202.48	3,204,686.38	95.15%
2015	3,326,794.29	3,195,603.86	96.06%

**Comparative Schedule of Tax Rate Information**

	<u>2019</u>	<u>2018*</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Tax Rate	2.006	2.004	3.240	3.124	3.051
Apportionment of Tax Rate:					
Municipal	0.384	0.384	0.616	0.607	0.597
County	0.531	0.540	0.894	0.804	0.779
Local School	1.091	1.080	1.730	1.713	1.675
Assessed Valuation	174,454,600	173,365,600	107,936,899	107,539,899	108,448,913

\* - The Borough conducted a revaluation effective for 2018.

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## Delinquent Taxes and Tax Title Liens

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

<u>Year</u>		<u>Amount of Tax Title Liens</u>	<u>Amount of Delinquent Taxes</u>	<u>Total Delinquent</u>	<u>Percentage Of Tax Levy</u>
2019	\$	30,979.12	117,919.11	148,898.23	4.23%
2018		20,795.33	106,109.16	126,904.49	3.64%
2017		17,458.90	106,776.81	124,235.71	3.55%
2016		88,043.16	91,233.56	179,276.72	5.32%
2015		82,516.53	120,151.38	202,667.91	6.09%

### Uniform Construction Code

The Borough of Folsom construction code official is in compliance with uniform construction code rules NJAC 5:23.17(b)2 and NJAC 5:23.4.17(b)3. The Borough turned over the uniform construction code office to the State in 2017.

## RECOMMENDATIONS

NONE

The problems and weaknesses noted in my review were not of such magnitude that they would affect my ability to express an opinion on the financial statements taken as a whole.

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

Very truly yours,

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

*Harvey C. Cocozza, Jr.*  
Harvey C. Cocozza, Jr.  
Certified Public Accountant  
Registered Municipal Accountant  
No. 551

June 26, 2020